

Agenda Regular Council Meeting

Tuesday, July 8, 2025, 7:00 p.m.
Council Chambers/Video Conference
10150 Bottom Wood Lake Road
Lake Country, British Columbia V4V 2M1

Pages

1. Call to Order and Territorial Acknowledgement

We acknowledge that we are conducting our business today on the unceded territory of squilx"/syilx (Okanagan) peoples. As a Council, we recognize the importance of doing our best to build respectful relationships that contribute to stewarding the land and waters in the community with integrity and consideration for future generations.

2. Adoption of Agenda

Recommendation

THAT the Regular Council Meeting Agenda of July 8, 2025 be adopted.

3. Adoption of Minutes

3.1 Regular Council Meeting Minutes of June 17, 2025

Recommendation

THAT the Regular Council Meeting Minutes of June 17, 2025 be adopted.

4. Mayor's Report

5. Announcements

- Live! In Lake Country FREE concerts are happening each Friday evening until August 15th at Swalwell Park (10090 Bottom Wood Lake Rd) from 7:00-9:00pm and the Farmers Market vendors are open for business in the park from 3:00pm. Bring a blanket or lawn chair for seating in the park. Carpool, walk or cycle to the park as parking is limited and onsite parking is designated for those with mobility challenges and Accessible Parking Permits; and leave pets at home where they feel save and cool and aren't overwhelmed by the noise and large crowd of people
- Stay Safe and cool during summer heat.
 - As the summer temperatures rise, we want to encourage Lake Country residents to regularly check on older adults, infants and children, anyone under-housed with fewer options to avoid heat, those doing a lot of physical activity or working outside, and people with chronic disease or mental illness for signs of heat-related illness. Make sure they are keeping cool and drinking plenty of fluids. Check on those who are unable to leave their homes, and people whose judgment may be impaired.
 - Residents may wish to cool down during the extended hours of operation at the Trethewey Splash Park at Swalwell Park (10090 Bottom Wood Lake Rd); or

5

one of the Lake Country community or regional waterfront parks on Wood Lake, Kalamalka Lake and Okanagan Lake. Residents and summer visitors can also take breaks by visiting air-conditioned spaces in the community such as Winfield Arena, Municipal Hall and the Lake Country Branch, ORL, restaurants and shops during regular hours of operation.

 A Free 24/7 potable water station is located at the NEXUS activity hub/ Winfield Arena (9830 Bottom Wood Lake Rd). Bring your own bottle and fill it with fresh drinking water from the easily accessible water station in the east side of the parking lot.

6. Delegations

7. Planning and Development Applications

7.1 Temporary Use Permit | TUP00107 | 5550 Todd Road
Application to allow a welding and fabrication business out of an existing accessory building on an RLP – Rural Large Parcel 1.

12

Recommendation

THAT Temporary Use Permit TUP00107 (Attachment A in the Report to Council dated July 8, 2025) for the property at 5550 Todd Road, legally described as Lot 1 Section 6 Township 10 Osoyoos Division Yale District Plan Kap53967, (PID: 019-115-504), to allow a welding and fabrication business within an existing accessory building, be approved.

AND THAT prior to issuance of Temporary Use Permit TUP00107 an application for a Driveway Access Permit be submitted to the District of Lake Country for review.

24

7.2 Development Variance Permit | DVP00400 | 11911 Okanagan Centre Rd E.

Application to authorize the reduction of the front setback from 15 m to 5.73 m for an existing agricultural building

Recommendation

THAT Development Variance Permit DVP00400 (Attachment A to the Report to Council dated July 8, 2025) for the property located at 11911 Okanagan Centre Rd E, legally described as LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20; (PID: 012-386-111), to reduce the front setback from 15 m to 5.73 m for an existing agricultural building, be approved;

AND THAT prior to issuance of Development Variance Permit DVP00400 an application for a Driveway Access Permit for the subject property be submitted to the District of Lake Country for review.

44

7.3 Development Variance Permit | DVP00415 | 10310 Teresa Road

To authorize construction of a secondary suite in the existing single-family dwelling with variance to the allowable maximum floor area.

Recommendation

THAT Development Variance Permit DVP00415 (Attachment A to the Report to Council dated July 08, 2025) for the property located at 10310 Tersa Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20; (PID: 026-483-459), to vary the allowable maximum floor area of a secondary suite, be approved.

7.4 Zoning Amendment Application | Z0000336 | 15519 Barkley Road Rezoning a property from RR1 – Rural Residential 1 to RR2 – Rural Residential 2 55

Recommendation

THAT Zoning Amendment (Z0000336) Bylaw 1288, 2025 be read a first, second and third time.

AND THAT prior to Zoning Amendment (Z0000336) Bylaw 1288, 2025 being considered for adoption, the applicant be required to:

- a) apply for and obtain a variance to the requirement to connect to the community water system as per the District's Subdivision and Development Servicing Bylaw, and
- b) register a Land Title Act section 219 covenant on title establishing maintenance and waste collection processes on the unopened-unmaintained road right of way.

7.5 Zoning Amendment for Industrial Purposes | Z0000346 | 380 Bubna Rd Industrial Rezoning Proposal for Lands Located

Recommendation

THAT Zoning Amendment (Z0000346) Bylaw 1292, 2025 be read a first and second time;

AND THAT Zoning Amendment (Z0000346) Bylaw 1292, 2025 be forwarded to a Public Hearing.

7.6 Copper Hill OCP and Zoning Bylaw Amendments | OCP00062 & Z0000253 | Copper Hill Copper Hill Land Use Changes Proposed for Residential, Light Industrial and Park Purposes – Consideration of 2nd Reading

Recommendation

THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025, as amended, be considered in conjunction with the District's financial plan and waste management plan;

AND THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025 be read a second time, as amended;

AND THAT Zoning Amendment (Z0000253) Bylaw 1285, 2025 be read a second time, as amended;

AND THAT prior to adoption of Zoning Amendment (Z0000253) Bylaw 1285, 2025 and OCP Amendment (OCP00062) Bylaw 1284, 2025, the applicant be required to:

- construct the emergency egress route through the subject property (PID 013-537-270), from Sherman Drive to the McCarthy Road extension, and enter into an agreement to make such route open and available to the District and the public prior to adoption of the above noted bylaws and prior to being dedicated as a road right of way; and
- 2. enter into an agreement with the District, establishing that:
 - the egress route is to be fully constructed and dedicated to the District prior to the first building in CD-16 Area B and/or Area C being occupied;
 - b. the applicant will transfer approximately 1.8 ha (4.4 acres) of land (as shown on Attachment F to the Report to Council dated July 8, 2025) to the District for institutional purposes; and
 - the applicant will transfer undevelopable land (as shown on Attachment F to the Report to Council dated July 8, 2025) to the

65

74

| 8. | Depart | mental Reports | | | | |
|-----|---------|--|-----|--|--|--|
| | 8.1 | 2025 Grant-in-Aid Application GIA2025-002 Lake Country Community Fridge Grant-in-Aid application for Lake Country Community Fridge | 109 | | | |
| | | Recommendation THAT the Grant-in-Aid request from Lake Country Community Fridge in the amount of \$2,000 to assist with ongoing costs including food, structure needs and maintenance, be approved. | | | | |
| | 8.2 | UBCM Community Excellence Award Submission Application for communication and engagement of the 2023 budget | 122 | | | |
| | | Recommendation THAT staff be directed to submit an application for the 2025 UBCM Community Excellence Awards for the District's communication and engagement regarding financial plans and taxation increases. | | | | |
| | 8.3 | 2024 Grants Summary A summary of the 2024 Grants. | 125 | | | |
| | | Recommendation For Information. | | | | |
| | 8.4 | Paid-On-Call Firefighter Compensation Policy and Fire Department Smartphone Stipend To consider a Paid-On-Call Compensation Policy and new Fire Department Technology Stipend | 131 | | | |
| | | Recommendation THAT Paid-on-Call Firefighter Compensation Policy 222, 2025 be adopted. | | | | |
| 9. | Bylaws | s for Adoption and Readings Following a Public Hearing | | | | |
| | 9.1 | Road Closure (RC2024-003) Bylaw 1253, 2024 Read a 1st, 2nd, 3rd time June 3, 2025. | 137 | | | |
| 10. | Rise ar | nd Report from In Camera | | | | |
| 11. | Counc | il Committees | | | | |
| 12. | Extern | al Committees and Boards | | | | |
| | 12.1 | Board of Education Meeting Highlights of June 11, 2025 | 140 | | | |
| | 12.2 | Regional District of Central Okanagan Board Report of June 19, 2025 | 144 | | | |
| 13. | Strate | gic Priorities | 146 | | | |
| 14. | Report | from Councillors | | | | |
| 15. | Adjour | nment | | | | |

posted July 3, 2025 Reyna Seabrook, Corporate Officer



Minutes

Regular Council Meeting

June 17, 2025, 7:00 p.m.
Council Chambers/Video Conference
10150 Bottom Wood Lake Road
Lake Country, British Columbia V4V 2M1

Council Present: Mayor Blair Ireland

Councillor Tricia Brett
Councillor Heather Irvine
Councillor Michael Lewis
Councillor Todd McKenzie
Councillor Bib Patel
Councillor Cara Reed

Staff Present: Paul Gipps, Chief Administrative Officer

Jeremy Frick, Director of Planning & Development

Trevor James, Chief Financial Officer

Darren Lee, Fire Chief

Matthew Salmon, Director of Infrastructure & Development Engineering

Brad Savoury, Director of Legal Services and Risk Management

Reyna Seabrook, Director of Corporate Services Matt Vader, Director of Parks, Recreation & Culture

Carie Liefke, Manager of Current Planning Steven Gubbels, Manager of Development Shaun Lesowski, Parks and Facilities Manager Greg Price, Manager of Building and Bylaw Services

Ruth Sulentich, Economic Development and Public Engagement Specialist

Scott Unser, Public Works Manager Richard Wagner, Manager of Finance

Kiel Wilkie, Utility Manager

Brian Zurek, Manager of Long Range Planning Makayla Ablitt, Legislative & FOI Coordinator

Travis Tonn, Support Analyst

Lauren Sanbrooks, Grant Funding Specialist Mike Mitchell, Utility Operations Manager

Philippa Harding, Manager of Corporate Services

1. Call to Order and Territorial Acknowledgement

We acknowledge that we are conducting our business today on the unceded territory of squilx"/syilx (Okanagan) peoples. As a Council, we recognize the importance of doing our best to build respectful relationships that contribute to stewarding the land and waters in the community with integrity and consideration for future generations.

The Mayor called the meeting to order at 7:00 p.m.

2. Adoption of Agenda

2025-06-135 It was moved and seconded

THAT the Regular Council Meeting Agenda of June 17, 2025 be adopted.

Carried.

3. Adoption of Minutes

3.1 Regular Council Meeting Minutes of June 3, 2025

2025-06-136 It was moved and seconded

THAT the Regular Council Meeting Minutes of June 3, 2025 be adopted.

Carried.

4. Mayor's Report

5. Announcements

- There are two more weekends to get busy around your yard taking action to FireSmart your property by trimming trees and hedges and then drop the clippings off at the FireSmart Green waste bins around the community. The bins will be removed for the summer season after Monday, June 23, and will come back in the fall.
- The District is accepting submissions to the <u>street banner contest</u> until June 30 at 12:00pm.
- Anyone with an approved Property Tax Exemption must <u>submit their annual renewal</u> by July 15, 2025.
- The next Pop-up Recycling Depot is scheduled for Saturday, June 28 (10am-2pm) at the corner of Hill Rd and Main Street.
- With rising summer temperatures, everyone in the community is reminded to check in on neighbours and friends; drink plenty of water; seek cool, shady places in the heat of the day and enjoy the lakes to stay cool.
- There is still time to register for participACTION at https://www.participaction.com/individual-pledge/
- Visit <u>makewaterwork.ca</u> and take the pledge to help Lake Country win the title of "make water work champion community"

6. Delegations

7. Planning and Development Applications

7.1 Copper Hill OCP and Zoning Bylaw Amendments | OCP00062 & Z0000253 | Copper Hill

Copper Hill Land Use Changes Proposed for Residential, Light Industrial and Park Purposes

2025-06-137 It was moved and seconded

THAT Official Community Plan Amendment Bylaw 1284, 2025 be read a first time;

AND THAT Zoning Amendment Bylaw 1285, 2025 be read a first time.

Carried.

7.2 DVP00419 | PID 013-537-270 | No Civic Address (Extension of Copper Hill Road)

To vary (remove) the requirement for an emergency access route for a cul-de-sac greater than 200m in length, as specified in Subdivision and Development Servicing Bylaw 1121, 2020, Section G.6.4.

2025-06-138 It was moved and seconded

THAT Development Variance Permit DVP00419 (Attachment A in the Report to Council dated June 17th, 2025) for the property legally described as Section 11 Osoyoos Div of Yale Land District, Township 20 Part E 1/2 OF W 1/2 Except Plan 19644, KAP44270, KAP67056, KAP77161, KAP79528 & KAP82523 & Section 11 Osoyoos Div of Yale Land District Township 20 Part E 1/2 Except Plan 19644, B17161 A (PID 013-537-270), be approved.

Carried.

OPPOSED: Councillor Reed

7.3 Temporary Use Permit | TUP00108 | 1525 Camp Road

Application to allow short term rental accommodation for an Agri-Tourism business on a property in the Agricultural Land Reserve.

2025-06-139 It was moved and seconded

THAT Temporary Use Permit TUP00108 (Attachment A in the Report to Council dated June 17, 2025) for the property at 1525 Camp Road (PID: 012-392-821), to allow short term rental accommodation (agri-tourism accommodation) for an Agri-Tourism business, be approved.

Carried.

7.4 Temporary Use Permit | TUP00109 | 14041 Talbot Road

Application to allow short term rental accommodation for an Agri-Tourism business on a property in the Agricultural Land Reserve.

2025-06-140 It was moved and seconded

THAT Temporary Use Permit TUP00109 (Attachment A in the Report to Council dated June 17, 2025) for the property at 14041 Talbot Road (PID: 013-538-616), to allow agritourism accommodation for an Agri-Tourism business, be approved.

Carried.

7.5 Temporary Use Permit | TUP00110 | 14405 East Hill Road

Application to allow agri-tourism accommodation for an Agri-Tourism business on a property in the Agricultural Land Reserve.

2025-06-141 It was moved and seconded

THAT Temporary Use Permit TUP00110 (Attachment A in the Report to Council dated June 17, 2025) for the property at 14405 East Hill Road (PID: 011-159-278), to allow agritourism accommodation for an Agri-Tourism business, be approved.

Main Motion Carried as Amended.

Amendment:

2025-06-142 It was moved and seconded

THAT the main motion be amended to include:

AND THAT the applicant be required to report back mid-way through the permit process on the use of the RV site.

Carried.

Main motion as amended reads as follows:

THAT Temporary Use Permit TUP00110 (Attachment A in the Report to Council dated June 17, 2025) for the property at 14405 East Hill Road (PID: 011-159-278), to allow agri-tourism accommodation for an Agri-Tourism business, be approved;

AND THAT the applicant be required to report back mid-way through the permit process on the use of the RV site.

7.6 Development Variance Permit | DVP00407 | 9710 Okanagan Centre Rd E

To authorize construction of a proposed addition to the existing single-family dwelling with variance to the minimum side yard setback regulations.

2025-06-143 It was moved and seconded

THAT Development Variance Permit DVP00407 (Attachment A to the Report to Council dated June 17, 2025) for the property located at 9710 Okanagan Centre Rd E, legally described as LOT 18 SECTION 10 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP23474 TOWNSHIP 20; (PID: 006-413-293), to reduce the side yard setback requirements to the south side for the development of an addition to the existing single-family dwelling, be approved.

Carried.

8. Departmental Reports

8.1 Food Waste Diversion

To consider participation in a regional curbside food waste collection program

2025-06-144 It was moved and seconded

THAT Council not support the District of Lake Country's participation in the Regional District of the Central Okanagan's Curbside Food Waste Program at this time

Carried.

8.2 2024 Annual Report

To consider approval of the 2024 Annual Report

2025-06-145 It was moved and seconded

THAT the 2024 Annual Report be approved.

Carried.

8.3 PlanH Healthy Communities Grant – Community Connectedness

PlanH Healthy Communities Grant – Community Connectedness Application

2025-06-146 It was moved and seconded

THAT an application to the PlanH Healthy Communities Grant – Community Connectedness for up to \$5,000, be supported;

AND THAT staff be authorized to apply for, receive and manage the grant funding on behalf of the District of Lake Country.

AND THAT if successful, the 2025 Financial Plan be amended to include the receipt and expenditure of the grant funds.

Carried.

8.4 2025-2026 BC Transit Annual Operating Agreement

To authorize execution of the Annual Operating Agreement for BC Transit service

2025-06-147 It was moved and seconded

THAT the 2025-2026 Annual Operating Agreement between the District of Lake Country and BC Transit, for transit service, for the period April 1, 2025 to March 31, 2026 be authorized.

Carried.

8.5 2024 Statement of Financial Information | Financial Information Act Supplementary Schedules

To comply with applicable reporting legislation

2025-06-148 It was moved and seconded

THAT the 2024 Schedules of Financial Information be approved.

Carried.

- 9. Bylaws for Adoption and Readings Following a Public Hearing
- 10. Rise and Report from In Camera
- 11. Council Committees
 - 11.1 Public Art Advisory Commission DRAFT Meeting Minutes of June 2, 2025
- 12. External Committees and Boards
 - 12.1 Okanagan Regional Library Board of Trustees Regular Meeting Minutes of February 19, 2025
 - 12.2 Okanagan Basin Water Board Report of June 3, 2025
- 13. Strategic Priorities
- 14. Report from Councillors

Councillor Lewis attended the Peter Greer Elementary's Bringing Home the Salmon Event. Over the years he has been impressed with Peter Greer's great efforts to engage with our Indigenous neighbours, and finds it very inspiring and meaningful.

Councillor Reed asked for bus shelters and benches installed at the bus stops along Okanagan Centre Road East. She followed up about her notice of motion from April 1, 2025 regarding Council Interaction with Developers Policy 207, and asked Staff for clarification regarding meeting procedures and the Mayors authority to rescind a motion.

Councillor Brett echoed comments from Councillor Reed regarding Okanagan Centre Road East, and asked that walking and bike paths be kept in mind while new developments are being built in the area. She attended the Keeping it Rural Conference at the Airport Inn. It was a fantastic conference and she enjoyed the topic of economic reconciliation.

Councillor McKenzie announced that Lake Country won an award again for Boots and Boats at the Turtle Bay Marina. He noted that people have been camping along Pelmewash after hours.

Councillor Irvine is excited to see plans for the egress on Copper Hill starting and thanked everyone who participated.

Mayor Ireland noted that the egress on Copper Hill has been a long time coming and he is excited to see it happening. Het met with the Minister of Housing who is going to come visit Lake Country in July, and gave Brittny Anderson, Minister of State for Local Governments and Rural Communities, a tour of Lake Country discussing what is happening in the community and where support could be used. Mayor Ireland attended the whole Keeping it Rural Conference, where several topics pertinent to Lake Country were discussed. He announced Saturday June 21 is National Indigenous Peoples Day, and suggested that people read an indigenous book in celebration.

15. Adjournment

The Mayor adjourned the meeting at 9:21 p.m.

Mayor, Blair Ireland Corporate Officer, Reyna Seabrook



Report to Council





To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Jason Tran, Planner Department: Planning and Development

Title: Temporary Use Permit | TUP00107 | 5550 Todd Road

Description: Application to allow a welding and fabrication business out of an existing accessory building on

an RLP - Rural Large Parcel 1.

RECOMMENDATION

THAT Temporary Use Permit TUP00107 (Attachment A in the Report to Council dated July 8, 2025) for the property at 5550 Todd Road, legally described as Lot 1 Section 6 Township 10 Osoyoos Division Yale District Plan Kap53967, (PID: 019-115-504), to allow a welding and fabrication business within an existing accessory building, be approved.

AND THAT prior to issuance of Temporary Use Permit TUP00107 an application for a Driveway Access Permit be submitted to the District of Lake Country for review.

EXECUTIVE SUMMARY

This Temporary Use Permit (TUP) application seeks Council's approval to operate a welding and fabrication business from an existing accessory building located at 5550 Todd Road (see Attachment C – Location Map).

If granted, this permit would likely be the final authorization requested by the applicant prior to retirement. The proposal aligns with the relevant policies outlined in the Official Community Plan (OCP).

As there have been no recorded bylaw complaints associated with the property, staff supports the issuance of this TUP to allow the proposed business activity for another three years.

BACKGROUND

| Application Information | | | | |
|-------------------------|--|--------|-----------------------|--|
| Application Type | Temporary Use Permit Application Date: Jan 29, 2025 | | | |
| Applicant: | Gudmundson, Paul E. & Rees, | Owner: | Gudmundson, Paul E. & | |
| | Pamella F. | | Rees, Pamella F. | |
| Application Description | Request to allow a welding and fabrication business out of an existing accessory | | | |
| | building on an RLP – Rural Large Parcel 1. | | | |

| Property Information: General | | |
|---|---------------------------------------|--|
| Folio/Roll #: 01535.633 | | |
| Legal Description Lot 1 Section 6 Township 10 ODYD Plan KAP53967 | | |
| PID 019-115-504 | | |
| Civic Address: | 5550 Todd Rd, Lake Country BC V4V 2C8 | |

| Property Information: Land Use | | |
|--------------------------------|----------------------------|--|
| OCP Designation: Rural | | |
| Zoning Designation: | RLP - Rural Large Parcel 1 | |
| Land Use Contract | No | |
| ALR: | No | |

| Parcel Size: | 4.09 Hectares (10.131 acres) | | |
|----------------------------------|---------------------------------------|-------------|--|
| Development Permit Areas: | Erosion & Natural Environment | | |
| Adjacent Land Summary: | Zoning: Use: | | |
| North: | RLPO; Rural Large Property Oyama Road | Residential | |
| East: | RLPO; Rural Large Property Oyama Road | Residential | |
| South: | RLP; Rural Large Property | Residential | |
| West: | A1; Agriculture 1 | Agriculture | |

| Property Information: Infrastructure and Development Engineering | | | | |
|--|--|--|--|--|
| Road Network | load Network Rural Local | | | |
| Driveway Access Permit will be required | | | | |
| Water Supply: Municipal (source: Oyama Lake) | | | | |
| Sewer: Private – on-site septic | | | | |
| Drainage / Stormwater Open Ditch | | | | |
| Comments: | Access permit required as driveway is from an unmaintained unopened road | | | |
| | right of way. | | | |

ANALYSIS

Site and Application Overview – TUP00107

- The subject property (4.09 Hectares / 10.131 acres) is zoned RLP Rural Large Parcel 1 and is accessible by Todd Road. Under Zoning Bylaw 561, 2007, welding and fabrication are listed as prohibited uses and activities within a Rural Home Occupation.
- The owner has benefited from multiple previous Temporary Use Permits, including TP2011-008, TP2011-008-REN, TP2015-005 and TP2015-005-REN (Expired on 16th day of July 2022). There are no recorded bylaw complaints associated with the property. Based on the conversation with the applicant, his intention for this TUP would be the last application before retiring.
- The subject property is developed with a residence, a 720 m² (7,750 ft²) accessory building, and a secondary accessory building measuring 303.2 m² (3,264 ft²).
- The applicant has indicated that all welding takes place within an accessory building (303.2 m² or 3,264 ft²) that is both insulated and located near the interior of the property to minimize noise. Allowing a metal fabricating and welding business as a temporary use permit would support local businesses as outlined in the applicant's rationale letter (Attachment B).
- The property is located on Todd Road and is adjacent to three residentially developed lots. The site features moderate topography.
- The property is zoned RLP1 Rural Large Parcel, intended for rural areas with limited servicing and no expectation of intensified development in the near future. (Attachment D Ortho Photo Map)
- Industrial-zoned land remains in limited supply within the District.

Official Community Plan

- The current Future Land Use Designation in the Official Community Plan (OCP) is Rural.
- An OCP amendment would be required to redesignate the land to Industrial, however, the OCP does allow for Temporary Use Permits to be granted by Council.
- Official Community Plan policies include:
 - a) The District will consider the issuance of a Temporary Use Permit provided that the proposed use:
 - Is temporary or seasonal.
 - Not be noxious or undesirable because of smoke, noise, vibration, dirt, glare, odour, radiation, electrical interference or an offensive trade within the meaning of the Health Act, as amended from time to time.
 - Have no negative impact on adjacent lands.
 - Create no significant increase in the level or demand for services.
 - Not permanently alter the site upon which it is located.

- b) The District may apply any conditions to the permit, including but not limited to: the hours of operation, square footage, appearance, screening, site rehabilitation or clean up, or any other matters deemed appropriate by Council.
- c) Temporary Use Permits may be issued for a period of up to three years, and may be renewed once for a second period of up to three years.
- d) Temporary Use Permits may be issued in all areas of the District.

The chart below evaluates the proposal in the context of the Official Community Plan requirements for Temporary Use Permits.

| Requirement | Υ | N | N/A | Notes |
|---|----------|----------|-----|---|
| Is the use Temporary or Seasonal? | ✓ | | | Use can be terminated at any time. |
| Is the use not noxious or undesirable? | | \ | | Welding is generally seen as an undesirable use, as identified in prohibited uses and activities associated |
| Does the use avoid a negative impact on adjacent lands? | √ | | | with Rural Home Occupations. Surrounding land uses are agricultural or rural. The accessory building is located on the interior of the property to reduce noise. |
| Does the use maintain the site's original state? | √ | | | The accessory building is pre-existing and activities take place within the shop. |

- The OCP indicates in Section 23.6 that home based businesses may be facilitated by temporary use permits, provided that they do not impact of change the character of the neighbourhood, require any servicing beyond residential standards or are a noxious use.
- Section 19.1, the OCP indicates in the absence of available industrial land, local entrepreneurs have located businesses on their own property.

Zoning Bylaw

- The District allows Temporary Use Permits for a land use not permitted by the applicable Zoning Bylaw to occur on a specified property.
- The District has historically used Temporary Use Permits to accommodate long-standing businesses in residential areas which are not compliant with the Zoning Bylaw, but nonetheless have historical ties to the area.
- The District has used Temporary Use Permits to enable local businesses to continue operating from a site while the owner attempts to find a suitable location.
- In Section 10.6.7. Specific Use Regulations areas larger than 1 hectare are deemed Rural Home Occupations and identify "Welding and Fabricating" as a prohibited use and activity.
- Due to this prohibited use, either a Temporary Use Permit, or an OCP and zoning bylaw amendment (to I1 –
 General Industrial or I3 Heavy Industrial) would be required in order for the use to continue on the
 property.
- Due to the location of the property, and as the owner likely plans to retire following the expiration of this
 Temporary Use Permit, staff do not support proceeding with an Official Community Plan amendment or
 rezoning amendment.
- Staff support the requested Temporary Use Permit.

Temporary Use Permit (TUP) Rationale:

- Issuing a TUP would:
 - o allow the business to continue operating under defined conditions for a limited term,
 - o allow the business to continue to contribute to the local economy, and
 - provide a flexible, lower-impact alternative to permanent rezoning,

• Denial of the TUP would result in the closure of a local business that has operated in good standing since 2011.

District staff support the proposed temporary use permit on the subject property.

FINANCIAL IMPLICATIONS

| ⊠ None | ☐ Budget Previously Approved | ☐ Other (see below) |
|--------|------------------------------|---------------------|
| | baaget i reviously Approved | - Other (see below) |

COMMUNICATION

- This application was referred to internal departments, and comments were provided and shared with the applicant through the Comprehensive Letter.
- Engineering: Access Driveway permit will be required as access to the accessory building is from an unopened and unmaintained road right of way.
- Protective Services: Change-of-Use permit may be required (through the Building Department).
- Building: A Change of Use permit is not required.
- The Planning Department has prepared the appropriate letter/signage and landowner notifications prior to the application being presented to Council for consideration.

ALTERNATE RESOLUTION OPTION(S)

- 1. THAT Temporary Use Permit TUP00107 (Attachment A in the Report to Council dated July 8, 2025) for the property at 5550 Todd Road, legally described as Lot 1 Section 6 Township 10 Osoyoos Division Yale District Plan Kap53967 (PID: 019-115-504), to allow a welding and fabrication business out of an existing accessory building, not be approved.
- 2. THAT Temporary Use Permit TUP00107 (Attachment A in the Report to Council dated July 8, 2025) for the property at 5550 Todd Road, legally described as Lot 1 Section 6 Township 10 Osoyoos Division Yale District Plan Kap53967 (PID: 019-115-504), to allow a welding and fabrication business out of an existing accessory building, be deferred pending receipt of additional information as identified by Council.

Respectfully Submitted, Jason Tran, Planner

Report Approval Details

| Document Title: | TUP00107 - 5550 Todd Road - Temporary Use Permit - Council Report.docx |
|----------------------|--|
| Attachments: | - Attachment A - TUP00107 - Draft Temporary Use Permit.pdf - Attachment B - TUP00107 - Business Description.pdf - Attachment C - TUP00107 - Location Map.pdf - Attachment D - TUP00107 - Ortho Photo Map.pdf |
| Final Approval Date: | Jul 2, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Carie Liefke, Manager of Current Planning - Jun 27, 2025 - 12:42 PM
Steven Gubbels, Development Engineering Manager - Jun 27, 2025 - 1:25 PM
Greg Price, Manager of Building and Bylaw Services - Jun 27, 2025 - 1:53 PM
Jeremy Frick, Director of Development Approvals - Jun 30, 2025 - 10:44 AM
Reyna Seabrook, Director of Corporate Services - Jun 30, 2025 - 11:56 AM
Paul Gipps, Chief Administrative Officer - Jul 2, 2025 - 8:11 AM
Makayla Ablitt, Legislative & FOI Coordinator - Jul 2, 2025 - 9:30 AM

Attachment A - TUP00107 - Draft Temporary Use Permit



Temporary Use Permit

District of Lake Country 10150 Bottom Wood Lake Road Lake Country, BC V4V 2M1 t: 250-766-6674 f: 250-766-0200 lakecountry.bc.ca

APPROVED ISSUANCE OF TEMPORARY USE PERMIT (pursuant to Sec. 493 of the Local Government Act)

PERMIT # TUP00107

ZONING DESIGNATION: RLP; Rural Large Parcel 1

ISSUED TO: Gudmundson, Paul E., & Rees, Pamella F.
SITE ADDRESS: 5550 Todd Rd, Lake Country BC V4V 2C8

01535.633

LEGAL DESCRIPTION: Lot 1, Section 6, Township 10, ODYD, Plan KAP53967

PARCEL IDENTIFIER: 019-115-504

SCOPE OF APPROVAL

FOLIO#

This Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit, noted in the Terms and Conditions below.

Applicants for Temporary Use Permits should be aware that the issuance of a Permit limits the applicant to be in strict compliance with regulations of all Municipal Bylaws unless specific Variances have been authorized by the Permit. No implied Variances from bylaw provisions shall be granted by virtue of drawing notations which are inconsistent with bylaw provisions and which have not been identified as required Variances by the applicant or Municipal staff.

If any term or condition of this permit is for any reason held to be invalid by a decision or a Court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this permit.

1. TERMS AND CONDITIONS

Temporary Use Permit TUP00107 for 5550 Todd Rd, legally described as Lot 1, Section 6, Township 10, ODYD, Plan KAP53967 is approved allowing for a **metal fabricating and welding business**, subject to the following conditions:

- a) Development and business operations shall be conducted in compliance with the provisions of the District's various bylaws including Nuisance Bylaw 857, 2013, Business Licensing Bylaw 1000, 2017, Signage Regulation Bylaw 501, 2004, and Zoning Bylaw 561, 2007 except as explicitly varied or supplemented by the terms of this permit. subsequent permits, amendments(s) and/or development variance permits;
- b) Uses allowed under this permit are limited to those uses listed below:
 - (i) The metal fabricating and welding business may utilize 100% of the floor area for industrial use of the existing 303.2 m² (3,264 sq. ft.) accessory building approved under BP2011-4412.
 - (ii) The metal fabricating and welding business is restricted to within the accessory building as shown on Schedule "A" attached to and forming part of this Permit;
 - (iii) There is to be no dumping or draining of deleterious materials on the site;
 - (iv) There is to be no outside storage of business materials on the subject property;
 - (v) No nuisances, noise, vibration, smoke, dust, odour, litter or light is produced from this use;

- (vi) That the hours of operation be limited to between 07:00 hr and 17:30 hr from Monday to Friday;
- (vii) Parking for the metal fabricating and welding business is restricted to on-site only. Off-site parking is not permitted.
- Todd Road is unopened and unmaintained, and the permit holder acknowledges:
 - (i) that the section of road shown in <u>Schedule "B"</u> attached and forming part of this Permit, is an unopened and unmaintained section of District Right-of-Way and is considered a *Driveway Access* under the Highways Bylaw;
 - (ii) that the permit holder and neighbours that use this *Driveway Access* are wholly responsible for the construction, maintenance and repair of the Driveway Access.;
 - (iii) that the District makes no guarantee as to the suitability of this *Driveway Access* for the purpose described in this Temporary Use Permit;
 - (iv) that verified unresolved complaints from other resident users of the *Driveway Access* regarding the effect of the Temporary Use on the Driveway Access may result in the cancellation of this Temporary Use Permit;
 - (v) and agrees to indemnify and hold harmless the District of Lake Country from any claims arising from the Temporary Use or effect of the Temporary Use on the *Driveway Access*; and
 - (vi) and agrees that the effects of the temporary use on the *Driveway Access* will not be used as reason for requesting District resources to maintain or repair the *Driveway Access*. Further the applicant acknowledges that the same request from other resident users may result in cancellation of the Temporary Use Permit.
- d) Failure to adhere to the conditions contained within this permit can result in the termination of the permit;
- e) This permit, issued as per Section 493 of the Local Government Act, is valid from the issuance date to the expiry dated indicated below;
- f) At the end of the term of this permit all uses on this property must revert back to uses permitted under the zoning bylaw of the day.

2. DEVELOPMENT

The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this Permit and any plans and specifications attached to shall form a part hereof.

This permit is not transferrable unless specifically permitted by the Municipality. The authorization to transfer the Permit shall, if deemed acceptable, be granted by Council resolution.

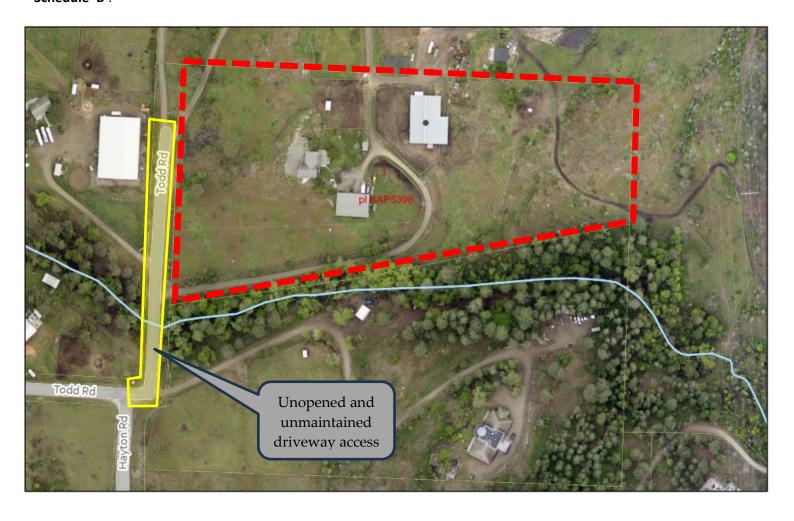
THIS IS NOT A BUILDING PERMIT OR A CERTIFICATE TO COMMENCE CONSTRUCTION

| CONSTRUCTION | | | |
|---|--|--|--|
| APPROVALS Authorizing resolutions passed by the Council on the day of July, 2025. | | | |
| Issued by the Corporate Officer of the District of Lake Country this day of July, 2025. | | | |
| 3. EXPIRY Temporary Permit TUP00107 (5550 Todd Road) expires on the day of July, 2028. | | | |
| Corporate Officer, Reyna Seabrook | | | |

Schedule 'A':



Schedule 'B':



Flashpoint Metal Ltd.

5550 Todd Road Lake Country, BC V4V 2C8 flashpointmetal@gmail.com

January 24, 2025

District of Lake Country – Summary of business description for TUP

To Whom it May Concern:

I would like to continue to run my small sheet metal fabricating and welding business out of an accessory building on our property. The building footprint remains the same since it was originally built (3200 Sq. feet). The building is fully insulated and is a long way from both the road and our nearest neighbour. I only work during the day from 7:00am – 5:00pm and all work takes place inside the insulated shop.

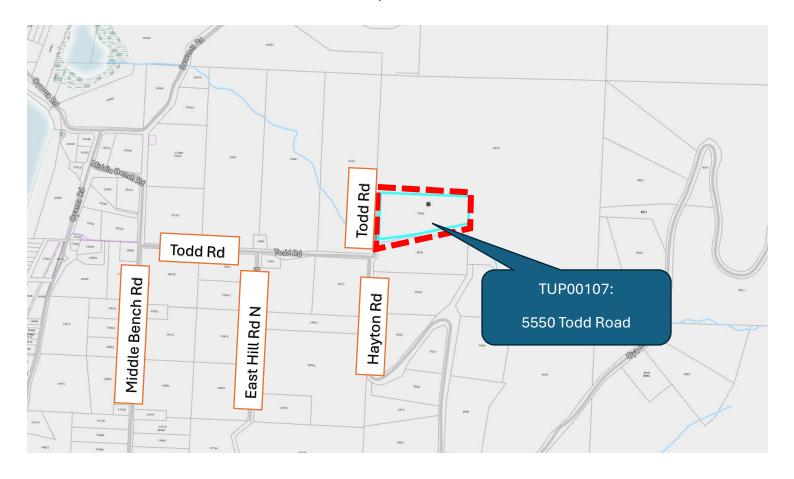
Bending sheet metal, I fabricate stainless steel commercial kitchen equipment (eg. Counter tops, sinks, shelves for pass-through, hood fans and cabinets) for restaurants. Additionally, I modify metal products as requested such as: shelving, cabinets, tables, doors etc. My working hours are split 30/70 between building items in shop (30%) and being on site at customers businesses -- either installing new items or repairing and customizing customers' existing set-ups (70%). I deliver and install 95% of the products I produce so customers rarely need to come to the shop, therefore keeping business traffic through our neighbourhood to a minimum.

We serve local customers such as MS Budd, Oyama Zipline, Glen Canyon Cabinets as well as customers throughout the Okanagan such as Cactus Club, Earls, Frind Winery, Cintas, Bark'n'Fly and IHA.

Sincerely,

Paul Gudmundson Owner and Operator

Location Map – 5550 Todd Road



Ortho Photo Map – 5550 Todd Road



Report to Council





To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Jason Tran, Planner Department: Planning and Development

Title: Development Variance Permit | DVP00400 | 11911 Okanagan Centre Rd E.

Description: Application to authorize the reduction of the front setback from 15 m to 5.73 m for an existing

agricultural building

RECOMMENDATION

THAT Development Variance Permit DVP00400 (Attachment A to the Report to Council dated July 8, 2025) for the property located at 11911 Okanagan Centre Rd E, legally described as LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20; (PID: 012-386-111), to reduce the front setback from 15 m to 5.73 m for an existing agricultural building, be approved;

AND THAT prior to issuance of Development Variance Permit DVP00400 an application for a Driveway Access Permit for the subject property be submitted to the District of Lake Country for review.

EXECUTIVE SUMMARY

The applicant is requesting a Development Variance Permit (DVP00400) to reduce the required front setback for an existing agricultural building (animal shelter) from 15 metres to 5.73 metres, representing a variance of 9.27 metres.

Staff recommend that Council approve DVP00400 for the existing animal shelter, given the agricultural context, rationale provided, and the unanimous support from the Agricultural Advisory Committee (AAC).

TABLE 1: APPLICATION INFORMATION

| Application Information | | | |
|---|--|--------|--------------------------------|
| Application TypeDevelopment Variance PermitApplication Date:Oct. 19, 2023 | | | |
| Applicant: | Angelique Slade Shantz | Owner: | Angelique & Jesse Slade Shantz |
| Application Description | To reduce the front setback from 15 m to 5.73 m for an existing animal shelter | | |
| Variance(s) | ● Indicates requested variance of the front setback from 15 m to 5.73 m for an | | |
| | existing animal shelter | | |

TABLE 2: PROPERTY INFORMATION & LAND USE

| Property Information: General | | |
|-------------------------------|--|--|
| Folio/Roll #: | 02810.000 | |
| Legal Description | LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20 | |
| PID | 012-386-111 | |
| Civic Address: | 11911 Okanagan Centre Road East | |

| Property Information: Land Use | | |
|----------------------------------|--------------------|--|
| OCP Designation: | Agricultural | |
| Zoning Designation: | A1 – Agriculture 1 | |
| Land Use Contract | n/a | |
| ALR: | Yes | |
| Parcel Size: | 4.2 ha/10.4ac | |
| Development Permit Areas: | Drainage Corridor | |

| Adjacent Land Summary: | Zoning: | Use: |
|------------------------|--------------------|-------------------|
| North: | A1 – Agriculture 1 | Agriculture |
| East: | A1 – Agriculture 1 | Rural Residential |
| South: | A1 – Agriculture 1 | Agriculture |
| West: | A1 – Agriculture 1 | Agriculture |

TABLE 3: SERVICING INFORMATION

| Property Information: Infrastructure and Development Engineering | | |
|--|---------------------------------------|--|
| Road Network | Major connector | |
| Driveway Access | No permit on file | |
| Water Supply: | Municipal (Beaver Lake/Okanagan Lake) | |
| Sewer: | On-site septic | |
| Drainage / Stormwater | N/A | |
| Comments: | Will require a driveway access permit | |

ANALYSIS

The applicant operates a farm business, known as Rose Hill Orchard, on the subject property. The operation includes a U-Pick orchard, small-batch craft cider production, the StockBox vegetable delivery service, and hosts special events featuring live music, pop-up markets, and food trucks. (Attachment D – Location Map)

According to the applicant's rationale letter (Attachment B), the location of the animal shelter was influenced by several specific factors:

- 1. To protect animals from exposure to orchard sprays,
- 2. To prevent copper accumulation in sheep from grazing near treated areas,
- 3. To enhance protection from coyotes and other predators,
- 4. To optimize shelter orientation based on prevailing wind and sun/shadow patterns for animal comfort, and
- 5. To serve as a buffer, minimizing the drift of orchard chemicals toward the road and nearby pedestrians or cyclists.

The subject property comprises 4.2 hectares (10.4 acres), is zoned A1 – Agriculture, and is located within the Agricultural Land Reserve (ALR). It is accessible via Okanagan Centre Road East (Attachment C – Surveyor's Plan).

A discrepancy has been identified between the applicant's rationale letter (Attachment B) and the updated surveyor's plan (Attachment C) regarding the proposed variance. The letter references a variance measured from the existing fence line, which does not align with the actual property line. The correct variance request, as indicated in the updated surveyor's plan, is 5.73 metres.

Additionally, the applicant's letter states that the animal shelter is located within a floodplain. However, staff review confirms that the shelter is not within a designated floodplain but rather within a drainage corridor development permit area. Historical aerial imagery dating back to at least 2006 shows that this location has been used for agricultural purposes. (Attachment E – Ortho Photo Map)

The applicant's rationale letter includes six photographs (Attachment B, pages 2 to 7) depicting other buildings in the community with potentially reduced setbacks to help support the requested variance. However, staff were unable to verify the precise addresses or zoning classifications of the properties shown. As a result, staff cannot confirm whether the referenced buildings are in compliance with the current zoning bylaw or if variances were granted. Each application is to be reviewed based on its own merits.

Official Community Plan

Section 14.2: Lands designated as Agricultural are generally lands within the Agriculture Land Reserve. Land uses on Agricultural designated properties are required to comply with all applicable Provincial legislation, including the Agricultural Land Commission Act and Farm Practices Protection Act.

The animal shelter building complies with the Agricultural Land Reserve (ALR) regulations for farm use.

The overall land use of the property remains agricultural and aligns with the Official Community Plan (OCP).

Zoning Bylaw 561, 2007

The animal shelter on the property is classified as an agricultural building, which is a permitted use under the A1 – Agriculture 1 zoning.

The animal shelter front setback does not comply with Section 12.1.7 (f) of the A1 zone Development Regulations, which is why the applicant has applied for a reduction to the required front setback for the animal shelter from 15 metres to 5.73 metres (a variance of 9.27 metres).

| DEVELOPMENT REGULATIONS (Section 12.1.7 (f)) | | |
|--|----------------------|----------------------|
| CRITERIA | A1 Zone | PROPOSAL |
| Min. Front Yard (West) For Agricultural Buildings | 15.0 metres | ● 5.73 metres |
| Min. Side Yard (North) For Agricultural Buildings | 15.0 metres | 91+/- metres |
| Min. Side Yard (South) For Agricultural Buildings | 15.0 metres | 112+/- metres |
| Min. Rear Yard (East) For Agricultural Buildings | 15.0 metres | 201+/- metres |
| Indicates requested variance to | o front yard setback | |

Staff recommend that the Council support the approval of DVP00400 for the existing animal shelter, given the agricultural context, rationale provided and the unanimous support from the Agricultural Advisory Committee (AAC).

| E١ | NAN | ICIAI | IMPL | CAT | SIAOI |
|----|-------|-------|-------------|------|-------|
| ГΙ | IVAIV | ILIAL | HVIPL | ILAI | CVIVI |

| △ None ☐ Budget Previously Approved ☐ Other (see beld | ⊠ None | ☐ Budget Previously Approved | ☐ Other (see below) |
|---|--------|------------------------------|---------------------|
|---|--------|------------------------------|---------------------|

COMMUNICATION

- This application was referred to internal departments, and comments were provided and shared with the applicant through the Comprehensive Letter.
- The ALC responded to the referral stating 'no concern' about the proposed development variance application.
- The applicant completed the neighbour consultation and had no comments from the neighbours at the time
 of preparing this report.
- The Planning Department prepared the appropriate letter/signage and landowner notifications prior to approval.
- The application was referred to the Agricultural Advisory Committee at the June 9, 2025 meeting, where the following motion was carried unanimously:

THAT Development Variance Permit DVP00400 for the property at 11911 Okanagan Centre Road East, to reduce the front setback from 15 m to 5.73 m for an existing animal shelter, be supported.

ALTERNATE RESOLUTION OPTION(S)

- 1. THAT Development Variance Permit DVP00400 (Attachment A to the Report to Council dated July 8, 2025) for the property located at 11911 Okanagan Centre Rd E, legally described as LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20; (PID: 012-386-111), to reduce the front setback from 15 m to 5.73 m for an existing agricultural building, not be supported.
- 2. THAT Development Variance Permit DVP00400 (Attachment A to the Report to Council dated July 8, 2025) for the property located at 11911 Okanagan Centre Rd E, legally described as LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20; (PID: 012-386-111), to reduce the front setback from 15 m to 5.73 m for an existing agricultural building, be supported subject to comments as identified by Council.

Respectfully Submitted, **Jason Tran, Planner**

Report Approval Details

| Document Title: | DVP00400 - 11911 OK Centre Rd Animal Shelter - Report to Council.docx |
|----------------------|--|
| Attachments: | - Attachment A - DVP00400 - Draft Development Variance Permit - 11911 OK Centre Rd E.docx - Attachment B - DVP00400 - Project Description.pdf - Attachment C - DVP00400 - Updated Site Plan.pdf - Attachment D - DVP00400 - Location Map.pdf - Attachment E - DVP00400 - Ortho Photo Map.pdf |
| Final Approval Date: | Jul 2, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Carie Liefke, Manager of Current Planning - Jun 27, 2025 - 12:34 PM
Steven Gubbels, Development Engineering Manager - Jun 27, 2025 - 1:16 PM
Greg Price, Manager of Building and Bylaw Services - Jun 27, 2025 - 1:49 PM
Jeremy Frick, Director of Development Approvals - Jun 30, 2025 - 10:15 AM
Reyna Seabrook, Director of Corporate Services - Jun 30, 2025 - 10:39 AM
Paul Gipps, Chief Administrative Officer - Jul 2, 2025 - 8:09 AM
Makayla Ablitt, Legislative & FOI Coordinator - Jul 2, 2025 - 9:29 AM

DEVELOPMENT VARIANCE PERMIT



District of Lake Country

10150 Bottom Wood Lake Road Lake Country, BC V4V 2M1 t: 250-766-6674 f: 250-766-0200 lakecountry.bc.ca

APPROVED ISSUANCE OF DEVELOPMENT VARIANCE PERMIT (DVP) (pursuant to Sec. 498 of the Local Government Act)

PERMIT #: DVP00400 FOLIO #: 02810.000

ZONING DESIGNATION: A1 – Agriculture 1

SLADE SHANTZ, JESSE A

ISSUED TO: SLADE SHANTZ, ANGELIQUE F

SITE ADDRESS: 11911 OKANAGAN CENTRE RD E

LEGAL DESCRIPTION: LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20

PARCEL IDENTIFIER: 012-386-111

SCOPE OF APPROVAL

This Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit, noted in the Terms and Conditions below.

Applicants for Development Permits should be aware that the issuance of a Permit limits the applicant to be in strict compliance with all District bylaws unless specific Variances have been authorized by the Permit. No implied Variances from bylaw provisions shall be granted by virtue of drawing notations which are inconsistent with bylaw provisions and which have not been identified as required Variances by the applicant or Municipal staff.

If any term or condition of this permit is for any reason held to be invalid by a decision of a Court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this permit.

1. TERMS AND CONDITIONS

Development Variance Permit DVP00400 for the property at 11911 Okanagan Centre Rd E legally described as LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20 reduce the required front setback for an existing animal shelter from 15 metres to 5.73 metres, representing a variance of 9.27 metres as follows:

a) Section 12.1.7 (f) AGRICULTURAL BUILDINGS:

From: Notwithstanding subsections 12.1.7(c) to (e), confined livestock areas and/or buildings housing more than 4 animals, or used for the processing of animal products, shall be located no less than 15.0 m from any lot line, except where the lot line borders a residential zone, in which case the area, building or stand shall be located no less than 30.0 m from the lot line.

To: Notwithstanding subsections 12.1.7(c) to (e), confined livestock areas and/or buildings housing more than 4 animals, or used for the processing of animal products, shall be located no less than 5.73 m from any lot line, except where the lot line borders a residential zone, in which case the area, building or stand shall be located no less than 30.0 m from the lot line.

Placement of the Animal Shelter with a variance of 9.27 m shall be conducted substantially in compliance with the site plan contained in **Schedule A**: Plan of Survey prepared by a surveyor dated March 8, 2025.

2. DEVELOPMENT

The development described herein shall be undertaken strictly in accordance with the terms, conditions and provisions of this Permit and any plans and specifications attached to shall form a part hereof.

The development shall commence within **TWO** YEARS of the date that this permit is issued.

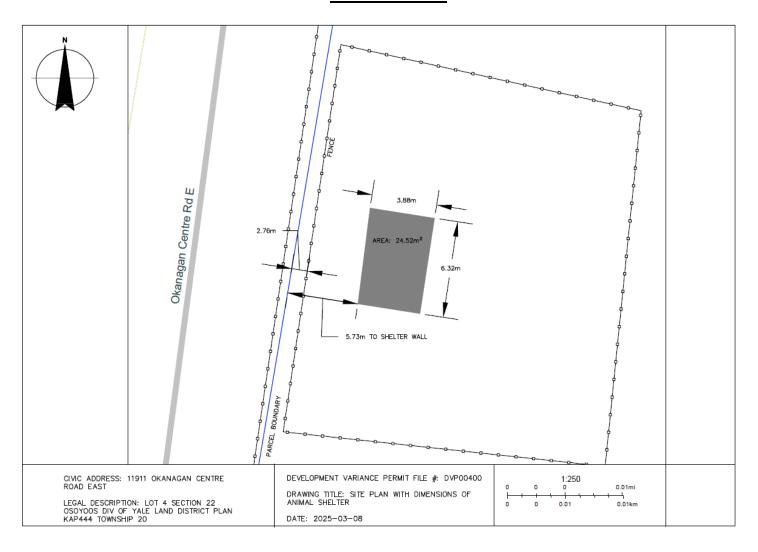
If the Permit Holder does not substantially commence the development permitted by this Permit within <u>TWO</u> years of the date of issuance of this permit, this permit shall lapse.

The terms of the permit or any amendment to it are binding on all persons who acquire an interest in the land affected by the permit.

THIS IS NOT A BUILDING PERMIT OR A CERTIFICATE TO COMMENCE CONSTRUCTION

| 3. | APPROVALS |
|----|--|
| | Authorization passed by Council on the day ofJuly, 2025. |
| | Issued by the Corporate Officer of the District of Lake Country this day ofJuly, 2025. |
| | Corporate Officer, Reyna Seabrook |

Schedule A:



Detailed Written Description of Project

The subject of this variance request is a 12' by 20' pole shelter for our pet babydoll sheep and miniature horses. This pole shelter was built in the fall of 2022 to provide the animals with adequate shelter and protection from the winter elements. Although these animals are our pets, they also play an important role on the orchard. Specifically, they have eliminated our need to mow (reducing our fossil fuel use and soil compaction associated with tractors), use glyphosate (the herbicide commonly known as RoundUp), and most synthetic fertilizer (as we have switched almost entirely to organic manure-based and cover crop provided fertilizer because of the effects of the animals and the grazing serviced they provide, enhancing soil health), through our deliberate rotational grazing pattern through the orchard, aided by solar electric fencing.

In our siting of the pole shelter, we were constrained by several factors. First and foremost in our minds was to keep the animals protected from the sprays of the orchard by situating the shelter as far from the trees as possible. Sheep accumulate copper they ingest when grazing and we use copper oxychloride as a treatment on the fruit trees twice per year. We also needed to stay within the protection of our existing enclosed area to protect them from coyotes and other predators. Finally, the direction of the shelter took into account the wind and sun/shadow direction as learned from observing other animal shelters in the community. As an additional consideration, in siting the animal enclosure and shelter (rather than fruit trees) by the road, we endeavored to also keep the orchard chemical sprays as far from the road and pedestrians/cyclists as possible.

Although the pole shelter is slightly less than 15 metres from the property line, we would like to suggest to Council that at 10 metres from the property line, our pole shelter is similar in distance from the property line to other existing structures in the area, therefore is in keeping with the character of the neighborhood. Please see the various photographs of nearby buildings that we attach to this file for evidence of this statement.

Finally, we understand from the planning department that we unwittingly located this shelter in a floodplain area. We would like to add here that we are taking many steps to mitigate any flooding and runoff that might occur on our farm more broadly. Specifically, our cover cropping, rotational grazing, and no-till/no herbicide approaches are all building the soil organic matter and soil structure to prevent runoff and absorb any deluge that might occur at that area of the property. In addition, the shelter is not tight to the ground and allows water to pass under the walls.

Given this, we would request a variance from Council to allow us to keep our pole shelter in its current location.









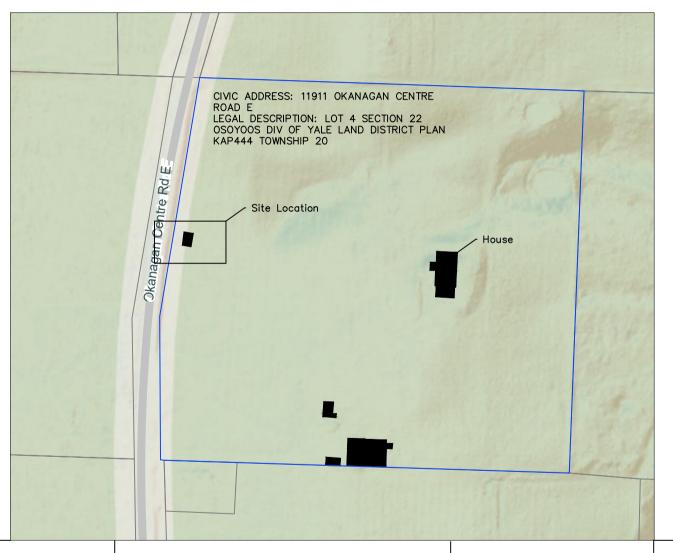
Attachment B-DVP00400-Project Description



Attachment B-DVP00400-Project Description





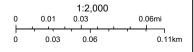


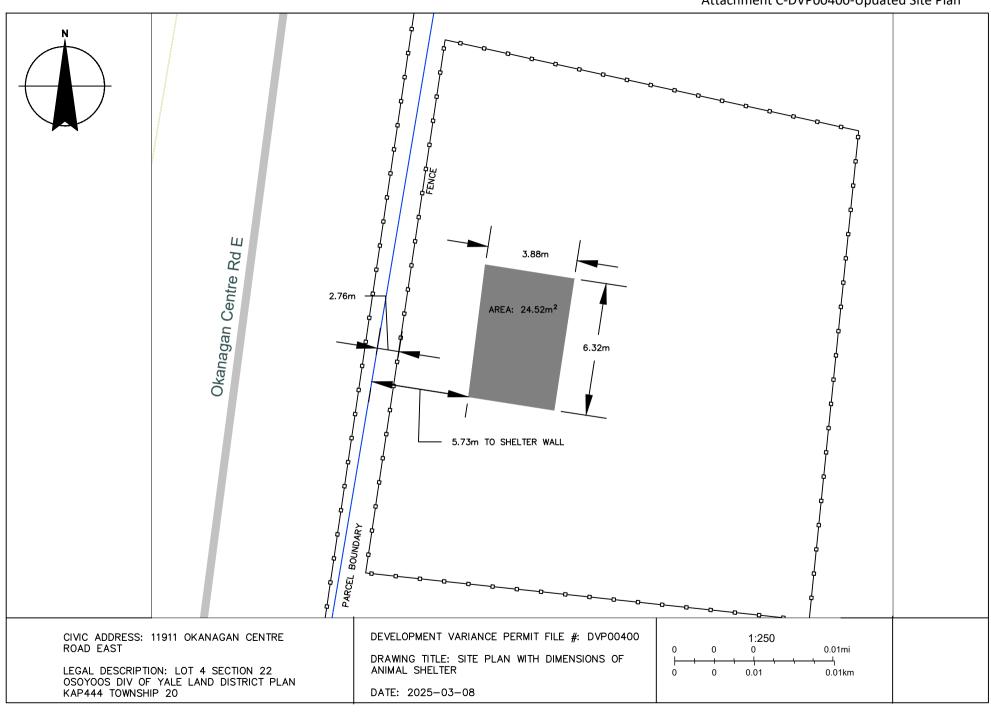
CIVIC ADDRESS: 11911 OKANAGAN CENTRE ROAD EAST

LEGAL DESCRIPTION: LOT 4 SECTION 22 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP444 TOWNSHIP 20 DEVELOPMENT VARIANCE PERMIT FILE #: DVP00400

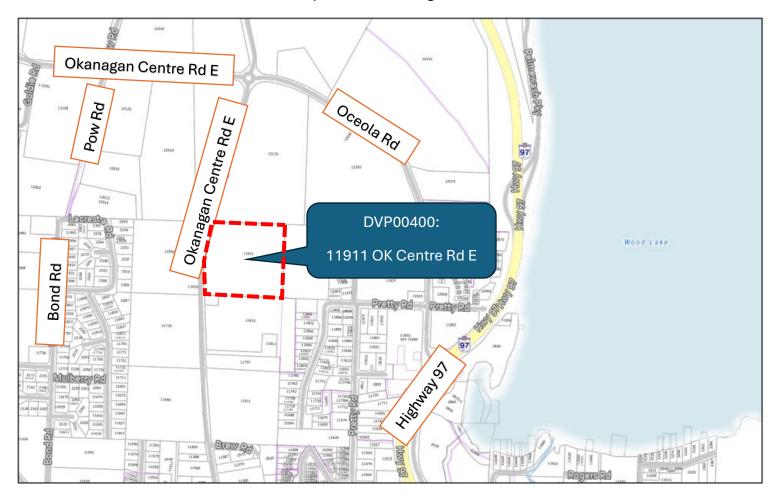
DRAWING TITLE: SITE PLAN

DATE: 2025-03-08





Location Map – 11911 Okanagan Centre Rd East



2024 Ortho Photo Map – 11911 Okanagan Centre Rd East



2006 Ortho Photo Map – 11911 Okanagan Centre Rd East



Report to Council





To: Mayor and Council Meeting Date: July 08, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Sheeja Vimalan, Planner Department: Planning and Development

Title: Development Variance Permit | DVP00415 | 10310 Teresa Road

Description: To authorize construction of a secondary suite in the existing single-family dwelling with

variance to the allowable maximum floor area.

RECOMMENDATION

THAT Development Variance Permit DVP00415 (Attachment A to the Report to Council dated July 08, 2025) for the property located at 10310 Tersa Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20; (PID: 026-483-459), to vary the allowable maximum floor area of a secondary suite, be approved.

EXECUTIVE SUMMARY

The subject property is a previously developed residential lot with a single-family dwelling within the District of Lake Country. The applicant's primary objective is to renovate the basement of an existing single-family dwelling for a legal secondary suite with a floor area of 103m^2 . The proposed secondary suite would provide much-needed housing for a family during the ongoing housing crisis and an opportunity to remain in the community. To construct the secondary (legal) suite, the applicant requests a variance to the allowable maximum floor area requirement (90 m² or 40% of the total floor of the principal building to 103 m²) of Zoning Bylaw # 561, 2007.

The application is in accordance with the Official Community Plan's (OCP) associated objectives and policies.

Staff support the proposed variance.

TABLE 1: APPLICATION INFORMATION

| Application Information | | | |
|-------------------------|--|--------------------------|---------------|
| Application Type | Development Variance Permit | Application Date: | 2025-05-03 |
| Applicant: | Michael Miller | Owner: | Shajan Thomas |
| Application Description | Request to allow construction of a secondary suite with a variance to the | | |
| | allowable maximum floor area requirement on the property. | | |
| Variances | Indicates requested variance to the maximum floor area of a secondary suite | | |
| | requirement from 90 m ² or 40% of the total floor area of the principal | | |
| | building to 103 m². | | |

| Property Information: General | | |
|-------------------------------|--|--|
| Folio/Roll #: | Folio/Roll #: 2392.157 | |
| Legal Description | LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20 | |
| PID | 026-483-459 | |
| Civic Address: | 10310 Teresa Rd | |

| Property Information: Land Use | | | |
|----------------------------------|---|-------------|--|
| OCP Designation: | Urban Residential | | |
| Zoning Designation: | RU1- Small-Scale Multiple Housing | | |
| Land Use Contract | n/a | | |
| ALR: | n/a | | |
| Parcel Size: | ~ 0.08 ha/ 0.191ac | | |
| Development Permit Areas: | n/a | | |
| Adjacent Land Summary: | Adjacent Land Summary: Zoning: Use: | | |
| North: | RU1 – Small-Scale Multiple Housing | Residential | |
| East: | Teresa Rd, RU1 – Small-Scale Multiple Housing | Residential | |
| South: | RU1 – Small-Scale Multiple Housing | Residential | |
| West: | RU1 – Small-Scale Multiple Housing | Residential | |

| Property Information: Infrastructure and Development Engineering | | |
|--|---|--|
| Road Network | Minor Connector | |
| Driveway Access | Permit will be required (reviewed at Building Permit stage) | |
| Water Supply: | Municipal (source: Okanagan Lake/Beaver Lake) | |
| Sewer: | Municipal | |
| Drainage / Stormwater MVC-03 Catchment Area | | |
| Comments: | N/A | |

ANALYSIS

The subject property, located at 10310 Teresa Rd (Attachment B) contains a single -family dwelling. The applicant's objective is to renovate the basement for a legal secondary suite (Attachment C). To accomplish this objective, the applicant is requesting a variance to increase the allowable floor area from $90m^2$ to $103m^2$. This renovation would provide housing for a family during the ongoing housing crisis and offer them stability and the opportunity to remain in the community.

Official Community Plan

The subject property is designated Urban Residential under the District's OCP and is in accordance with the associated objectives and policies of Section 16 Urban Residential. Staff support the proposed variance.

Zoning Bylaw 561, 2007

The subject property is zoned RU1 – Small-Scale Multiple Housing; to complete the construction of the proposed secondary suite, the applicant has requested a variance (Table 1) to the allowable maximum floor area requirement [s.10.7.3) of Zoning Bylaw #561, 2007. The requested variance would increase the allowable floor area from 90 m 2 or 40% of the total floor area of the principal building to 103 m 2 (from 968 sq. ft. to 1,106 sq. ft.), a variance of 13 m 2 (Attachment C).

District staff are supportive of the proposed variance as the dwelling conforms to all other applicable development regulations under the Zoning Bylaw.

| DEVELOPMENT REGULATIONS | | |
|-------------------------|--|-------------------|
| CRITERIA | RU1 ZONE REQUIREMENTS | PROPOSAL |
| Secondary Suite | 10.7.3. The maximum floor area of a secondary suite shall not exceed the lesser of 90 m ² or 40% of the total floor area of the principal building. | 103 m² floor area |

FINANCIAL IMPLICATIONS

| ⊠ None | ☐ Budget Previously Approved | ☐ Other (see below) |
|--------|--------------------------------|-----------------------|
| | I I BUUSEI PIEVIOUSIV ADDIOVEO | I I CHIEF ISEE DEIDWI |

COMMUNICATION

- This application was referred to internal departments and had no comments.
- Neighbour Consultation was completed and the applicant noted that supportive feedback was provided by the neighbours consulted.
- Staff completed Statutory Notification requirements where properties within 100m were notified, and a Development Notice Sign was placed on the subject property.

ALTERNATE RESOLUTION OPTION(S)

- 1. THAT Development Variance Permit DVP00415 (Attachment A to the Report to Council dated July 08, 2025) for the property located at 10310 Tersa Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20; (PID: 026-483-459), to vary the allowable maximum floor area of a secondary suite, not be approved.
- 2. THAT Development Variance Permit DVP00415 (Attachment A to the Report to Council dated July 08, 2025) for the property located at 10310 Tersa Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20; (PID: 026-483-459), to vary the allowable maximum floor area of a secondary suite, be deferred pending receipt of additional information as identified by Council.

Respectfully Submitted, Sheeja Vimalan, Planner

Report Approval Details

| Document Title: | Development Variance Permit - DVP00415 - 10310 Teresa Road.docx |
|----------------------|---|
| Attachments: | - Attachment A-DVP00415-Draft DVP.pdf - Attachment B-DVP00415-Location Map and Orthophoto.pdf - Attachment C-DVP00415-Secondary Suite Design Plan and Elevation.pdf |
| Final Approval Date: | Jul 2, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Steven Gubbels, Development Engineering Manager - Jun 27, 2025 - 10:51 AM

Carie Liefke, Manager of Current Planning - Jun 27, 2025 - 12:35 PM

No Signature found

Jeremy Frick, Director of Development Approvals - Jun 30, 2025 - 8:52 AM
Reyna Seabrook, Director of Corporate Services - Jun 30, 2025 - 9:54 AM
Paul Gipps, Chief Administrative Officer - Jul 2, 2025 - 7:52 AM
Makayla Ablitt, Legislative & FOI Coordinator - Jul 2, 2025 - 9:28 AM



DEVELOPMENT VARIANCE PERMIT

District of Lake Country

10150 Bottom Wood Lake Road Lake Country, BC V4V 2M1 t: 250-766-6674 f: 250-766-0200 lakecountry.bc.ca

APPROVED ISSUANCE OF DEVELOPMENT VARIANCE PERMIT (pursuant to Sec. 498 of the Local Government Act)

PERMIT #: DVP00415 FOLIO #: 2391192

ZONING DESIGNATION: RU1- Small-Scale Multiple Housing

ISSUED TO: Shajan Thomas

SITE ADDRESS: 10310 Teresa Rd.

LEGAL DESCRIPTION: LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP

20

PARCEL IDENTIFIER: 026-483-459

SCOPE OF APPROVAL

This Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit, noted in the Terms and Conditions below.

Applicants for Development Permits should be aware that the issuance of a Permit limits the applicant to be in strict compliance with all District bylaws unless specific Variances have been authorized by the Permit. No implied Variances from bylaw provisions shall be granted by virtue of drawing notations which are inconsistent with bylaw provisions and which have not been identified as required Variances by the applicant or Municipal staff.

If any term or condition of this permit is for any reason held to be invalid by a decision of a Court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this permit.

1. TERMS AND CONDITIONS

Development Variance Permit DVP00415 for 10310 Teresa Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20 for the construction of a secondary suite within an existing single-family dwelling, shall be conducted in accordance with the recommendations contained in the following documents attached to and forming part of this permit:

- a) Amend Zoning Bylaw 561, 2007 as follows:
 - i) Section 10.7.3 to vary the allowable maximum floor area requirement:

From: The maximum floor area of a secondary suite shall not exceed the lesser of 90 m² or 40% of the total floor area of the principal building

To: 103 m²

b) The development of the secondary suite shall be conducted substantially in accordance with the following documents to the satisfaction of the Director of Planning and Development:

2

i) **Schedule A**: Basement Design Plan – Level 1, prepared by Elevate Design & Build, submitted by Michael Miller, dated December 07, 2024.

2. DEVELOPMENT

The development described herein shall be undertaken strictly in accordance with the terms, conditions and provisions of this Permit and any plans and specifications attached to shall form a part hereof.

The development shall commence within **TWO** YEARS of the date that this permit is issued.

If the Permit Holder does not substantially commence the development permitted by this Permit within <u>TWO</u> years of the date of issuance of this permit, this permit shall lapse.

The terms of the permit or any amendment to it are binding on all persons who acquire an interest in the land affected by the permit.

THIS IS NOT A BUILDING PERMIT OR A CERTIFICATE TO COMMENCE CONSTRUCTION

| 3. | APPROVALS Authorization passed by Council on the day of, 2025. |
|----|--|
| | Issued by the Corporate Officer of the District of Lake Country this day of, 2025. |
| | Corporate Officer, Reyna Seabrook |

Thomas Residence

SUBMITTED BY Michael Miller accounts@elevatedbuilders.ca **2** 2503516713

CREATED ON 2024-12-07

LOCATION 10310 Teresa Road V4V 2N6 Lake Country British Columbia CA

DETAILS

Total area: 1329.31 sq ft Living area: 0.00 sq ft

Floors: 1 Rooms: 19

Elevate Design & Build

801 PO Box Main V1T 5G4 Vernon BC

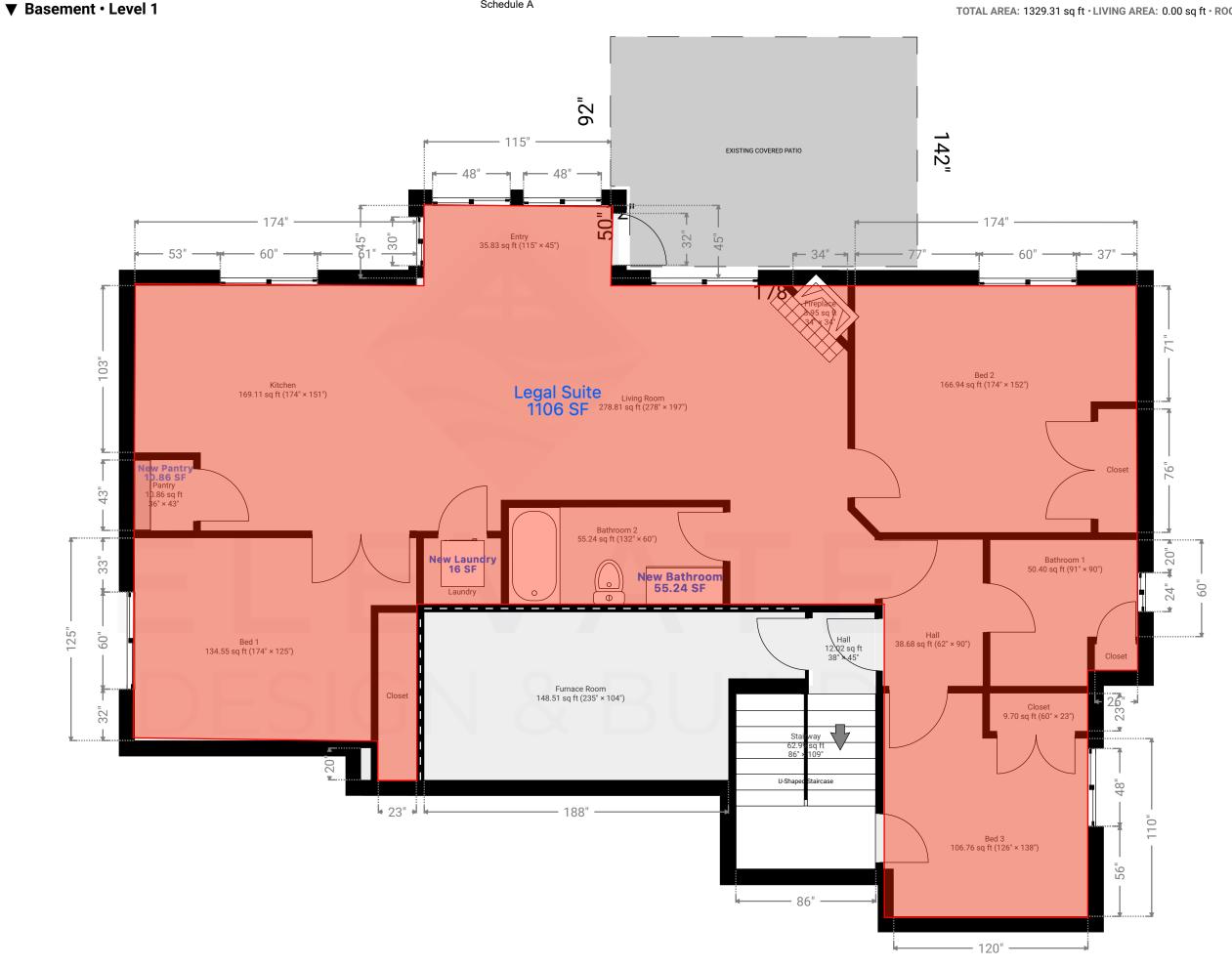
Canada

Michael@Elevatedbuilders.ca https://

www.elevatedrenovations.ca/ 250-351-6713

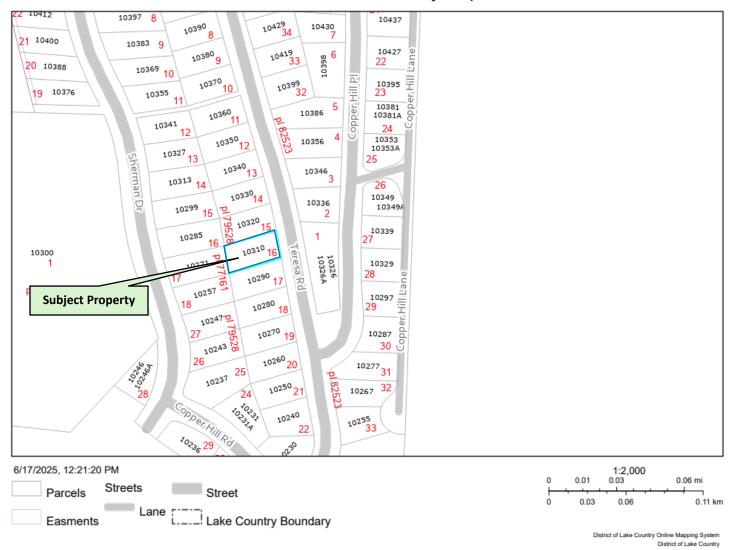
All dimensions & size designations given are subject to verification on job site and adjustments to fit job conditions. This is an original design and must not be released or copied unless permission has been given in writing by authorized rep of Elevate Design & Build Inc.





LOCATION MAP

District of Lake Country Map

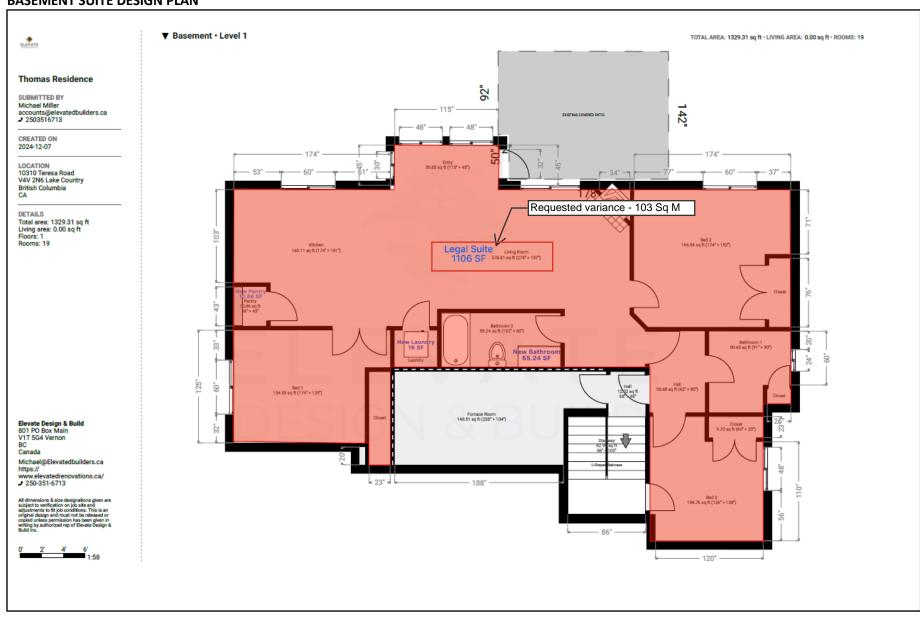


ORTHOPHOTO

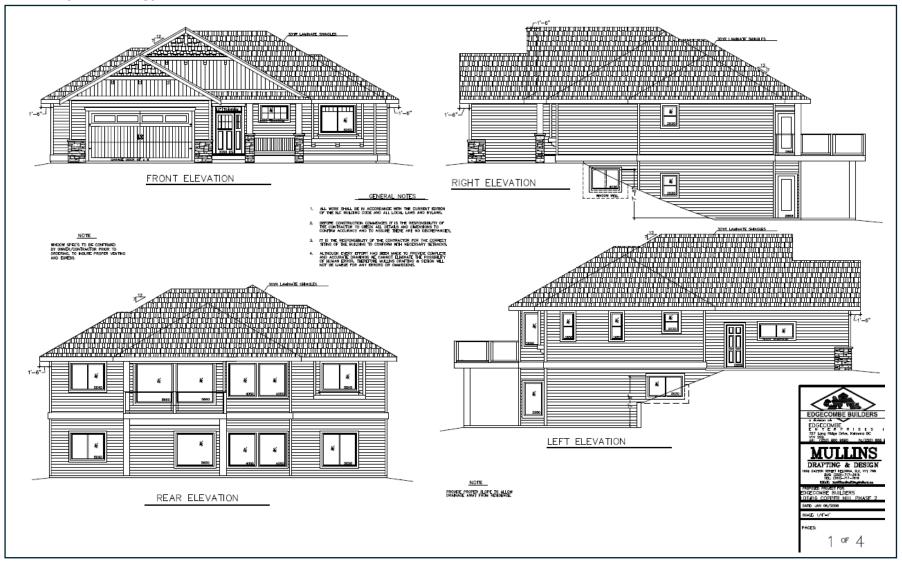
District of Lake Country Map



BASEMENT SUITE DESIGN PLAN



ELEVATION DRAWINGS



Report to Council





To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Jason Tran, Planner Department: Planning and Development

Title: Zoning Amendment Application | Z0000336 | 15519 Barkley Road

Description: Rezoning a property from RR1 – Rural Residential 1 to RR2 – Rural Residential 2

RECOMMENDATION

THAT Zoning Amendment (Z0000336) Bylaw 1288, 2025 be read a first, second and third time.

AND THAT prior to Zoning Amendment (Z0000336) Bylaw 1288, 2025 being considered for adoption, the applicant be required to:

- a) apply for and obtain a variance to the requirement to connect to the community water system as per the District's Subdivision and Development Servicing Bylaw, and
- b) register a Land Title Act section 219 covenant on title establishing maintenance and waste collection processes on the unopened-unmaintained road right of way.

EXECUTIVE SUMMARY

This application proposes to rezone the property at 15519 Barkley Road in order to accommodate a proposed two lot rural subdivision. There is no community water system in this area of the community and a variance to the Subdivision and Development Servicing Bylaw would be required. Access to the property is from an unopened and unmaintained road right of way.

Staff are supportive of this rezoning proposal, and recommend that three readings to Bylaw 1288, 2025 (Attachment A) be granted.

BACKGROUND

| Application Information | | | | |
|-------------------------|--|--------|-------------|--|
| Application Type | Zoning Amendment Application Date: March 3, 2025 | | | |
| Applicant: | New Town Architecture & | Owner: | Larry Hayes | |
| | Engineering | | Erin Hayes | |
| Application Description | Request to rezone the property from RR1 – Rural Residential 1 to RR2 - Rural | | | |
| | Residential 2 | | | |
| Variance(s) | ☐ Indicates requested variance to the Subdivision and Development Servicing | | | |
| | bylaw requiring RR2 – Rural Residential 2 properties to connect to a | | | |
| | community water system. | | | |

| Property Information: General | |
|--------------------------------|---|
| Folio/Roll #: | 01758.011 |
| Legal Description | Lot A Section 8 Township 14 Osoyoos Div Of Yale Land District Plan Epp88444 |
| PID | 030-665-795 |
| Civic Address: | 15519 Barkley Road |
| Property Information: Land Use | |
| OCP Designation: | Rural Residential |
| Zoning Designation: current | RR1 – Rural Residential 1 |
| proposed | RR2 – Rural Residential 2 |

| Land Use Contract | No | |
|----------------------------------|---|---|
| ALR: | No | |
| Parcel Size: | ~19.53 acres (7.89 ha) | |
| Development Permit Areas: | Wildland Fire and Natural Environment | |
| Adjacent Land Summary: | Zoning: | Use: |
| North: | RR1 – Rural Residential 1 | Agriculture, Multiple Dwelling Housing, Religious Assemblies |
| East: | CD13 – Comprehensive Development 13 (O'Rourke Family Vineyard) | Employee housing, children's camp, dwellings, storage buildings, and infrastructure including gravel pit and septic field |
| South: | CD13 – Comprehensive Development 13 (O'Rourke Family Vineyard) | Employee housing, children's camp, dwellings, storage buildings, and infrastructure including gravel pit and septic field |
| West: | RR1 – Rural Residential 1 | Agriculture |

| Property Information: Infrastructure and Development Engineering | | |
|--|--|--|
| Road Network | Minor Connector | |
| Driveway Access | No access permit on file | |
| Water Supply: | Private – On-site well | |
| Sewer: | Private – On-site septic | |
| Drainage / Stormwater | N/A | |
| Comments: | Private driveway must be maintained by the owner to ensure safe passage for adjacent property (15501 Barkley Road). Main connection off Barkley Road (runs East to West) proposed to be maintained by the District. Amendment to RR2 would require development to be connected to the community water system unless a variance is granted by Council allowing the property to have two water supply wells. | |
| | Covenant registration recommended to require: participation in future local service area that may be established for water servicing (at time of variance). maintenance of unopened and unmaintained portion of road right of way Department intends to add approximately 110 metres of the currently unopened and unmaintained portion of Barkley Road right of way to the road maintenance contract (Attachment D). | |

ANALYSIS

Application Overview

The subject property is located east of Barkley Road and accessed via a long private driveway within an unopened and unmaintained road right of way (Attachment B – Location Map). It encompasses approximately 4.7 hectares (11.6 acres) and is predominantly covered with mature forest.

Currently, there are two existing houses on the property. Following the proposed rezoning, the owners intend to subdivide the land into two lots (a 1.0 ha and 3.7 ha lot). Each proposed lot would include an existing house.

Official Community Plan

The Official Community Plan (OCP) provides policy direction that supports a minimum lot size of 1.0 hectare for future subdivisions in unsewered rural residential areas. This policy aims to preserve the rural residential character of Lake

Country. Since the property already contains two homes, the proposed subdivision would only marginally increase residential density if the landowners chose to construct an accessory dwelling. It is not anticipated that the proposed rezoning or subsequent subdivision would negatively impact surrounding properties.

The proposed subdivision maintains large parcel sizes consistent with the OCP's vision for Rural Residential designated areas.

Zoning Bylaw

The area consists of several zoning districts – RR1, RR2, RLP, and CD13 (Attachment C). The property is currently zoned RR1, and it is requested that the land be rezoned to RR2.

It is not anticipated that any land use conflicts would occur as a result of the proposed rezoning.

| DEVELOPMENT REGULATIONS | | | | |
|-------------------------|---|-------------------------------------|--|--|
| CRITERIA | Current: RR1 – Rural Residential 1 | Proposal: RR2 – Rural Residential 2 | | |
| Site Coverage | 10% | 20% | | |
| Height | 9.5 metres or 2 ½ storeys | 9.5 metres / 2 ½ storeys | | |
| Density | Principal Residence & Principal Residence & Secondary Suite or Accessory Suite Secondary Suite or Accessory Suite | | | |
| Min. Lot Area 4.0 ha | | 1.0 ha | | |
| Min. Front Yard (West) | 6.0 metres | 6.0 metres | | |
| Min. Side Yard (North) | 3.0 metres | 3.0 metres | | |
| Min. Side Yard (South) | 3.0 metres | 3.0 metres | | |
| Min. Rear Yard (East) | 10.0 metres | 10.0 metres | | |

Based on referral feedback, staff recommend the following actions:

- 1. **Variance Application:** Submit a variance application to address the Subdivision and Development Servicing Bylaw requirement for RR2 properties to connect to a community water system.
- Access and Servicing Covenant: Register a covenant to protect access and servicing rights for the adjacent parcel to the northeast (15501 Barkley Road, PID 012-117-358, Folio 01758.000), including provisions for snow clearing and waste collection.

As the proposed rezoning aligns with Official Community Plan policies, and that there are no anticipated land use conflicts, staff support the rezoning application as proposed.

| FINANCIAL IMP | PLICATIONS | |
|---------------|------------------------------|---------------------|
| ⊠ None | ☐ Budget Previously Approved | ☐ Other (see below) |

COMMUNICATION

- This application was referred to internal departments, and comments were provided and shared with the applicant through the Comprehensive Letter.
- **BC Hydro:** A new statutory right of way would be required. It will be addressed through the subdivision review between the applicant and BC Hydro.
- **Protective Services:** would prefer that public water supply infrastructure be in place prior to any further increases in neighborhood density within forested areas and wildfire development permit areas.
- The applicant completed Neighbour Consultation as required under the Development Approval Procedures Bylaw 1227, 2024
- Statutory notification occurred by Staff to properties within 100m of the subject property, including two news ads, development notice signs and notice letters.

ALTERNATE RESOLUTION OPTION(S)

- 1. THAT Zoning Amendment (Z0000336) Bylaw 1288, 2025 (Attachment A in the Report to Council dated July 8, 2025) for the property at 15519 Barkley Road, not be read a first, second and third time and the file closed.
- 2. THAT Zoning Amendment (Z0000336) Bylaw 1288, 2025 (Attachment A in the Report to Council dated July 8, 2025) for the property at 15519 Barkley Road, be deferred pending additional information as identified by Council.

Respectfully Submitted, **Jason Tran, Planner**

Report Approval Details

| Document Title: | Zoning Amendment – Z0000336 Bylaw 1288, 2025 – 15519 Barkley Rd.docx |
|----------------------|---|
| Attachments: | - Attachment A – Z0000336 – Draft Bylaw 1288, 2025 PH prohibited.pdf - Attachment B – Z0000336 – Location Map.pdf - Attachment C – Z0000336 – Zoning Map.pdf - Attachment D – Z0000336 – Road Diagram.pdf |
| Final Approval Date: | Jul 2, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Carie Liefke, Manager of Current Planning - Jun 27, 2025 - 2:42 PM

Steven Gubbels, Development Engineering Manager - Jun 27, 2025 – 3:49 PM

Jeremy Frick, Director of Development Approvals - Jun 30, 2025 – 3:00 PM

Reyna Seabrook, Director of Corporate Services – Jul 2, 2025 – 2:16 PM

Paul Gipps, Chief Administrative Officer - Jul 2, 2025 – 3:42 PM

Makayla Ablitt, Legislative & FOI Coordinator - Jul 2, 2025 – 3:46 PM

Corporate Officer

DISTRICT OF LAKE COUNTRY

BYLAW 1288, 2025

| Α | BYLAW | TO AMEN | D ZONING | BYLAW | 561, | 2007 |
|---|--------------|---------|----------|-------|------|------|
|---|--------------|---------|----------|-------|------|------|

The Council of the District of Lake Country, in open meeting assembled, enacts as follows:

1. District of Lake Country Zoning Bylaw 561, 2007 is hereby amended by changing the zoning classification of:

LOT A SECTION 8 TOWNSHIP 14 OSOYOOS DIVISION YALE DISTRICT PLAN EPP88444

From: RR1 – Rural Residential 1 To: RR2 – Rural Residential 2

READ A FIRST TIME this xx day of xxx, 2025.

Mayor

As shown on Schedule A, attached to and forming part of this bylaw.

2. This bylaw may be cited as "Zoning Amendment (Z0000336) Bylaw 1288, 2025".

ADVERTISED on the 26th day of June 2025 and the 3rd day of July 2025, that the Public Hearing was prohibited pursuant to Section 467 of the *Local Government Act*.

READ A SECOND TIME this xx day of xxx, 2025.

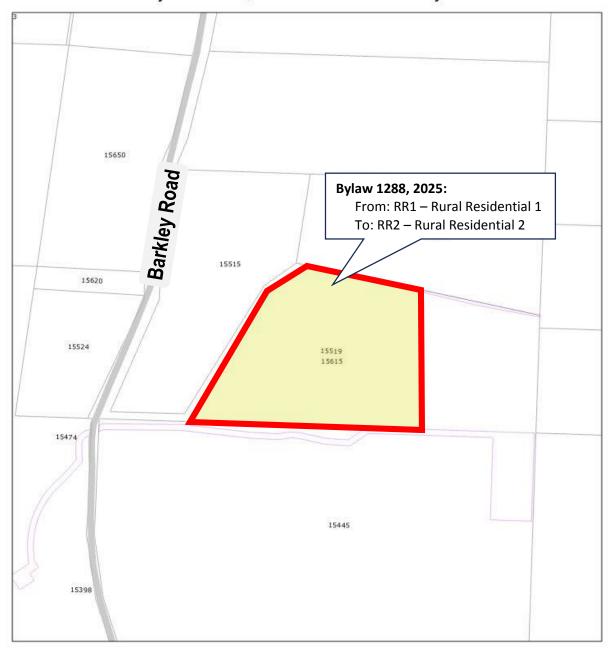
READ A THIRD TIME this xx day of xxx, 2025.

Certified correct at third reading.

Dated at Lake Country, B.C.

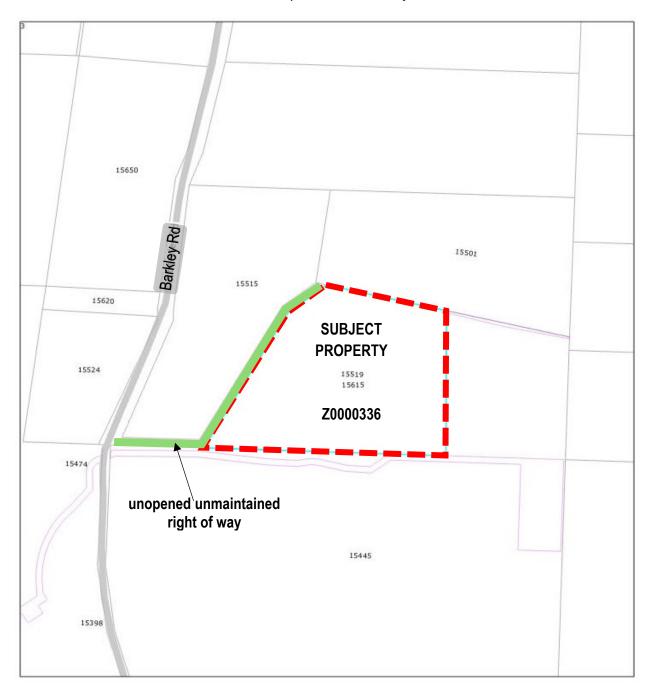
Corporate Officer

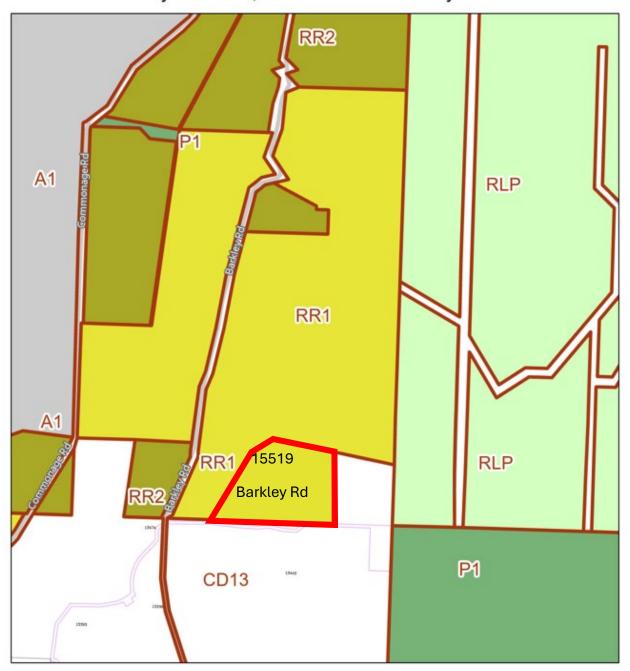
ADOPTED this xx day of month, 2025.



Bylaw 1288, 2025 - 15519 Barkley Rd

Location Map – 15519 Barkley Road





Bylaw 1288, 2025 - 15519 Barkley Rd

Subject Property: 15519 Barkley Road



Report to Council





To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Carie Liefke, Manager of Current Planning

Department: Planning and Development

Title: Zoning Amendment for Industrial Purposes | Z0000346 | 380 Bubna Rd

Description: Industrial Rezoning Proposal for Lands Located

RECOMMENDATION

THAT Zoning Amendment (Z0000346) Bylaw 1292, 2025 be read a first and second time; AND THAT Zoning Amendment (Z0000346) Bylaw 1292, 2025 be forwarded to a Public Hearing.

EXECUTIVE SUMMARY

The applicant has applied to rezoning a portion of Lot 1 Plan KAP66741 to I1 – General Industrial to be consistent with the Official Community Plan designation of Industrial. The property has road frontage within the City of Kelowna, and therefore future access would be obtained from either Bubna Road or Jim Bailey Crescent.

The application is consistent with the Official Community Plan and it is recommended that Council grant readings to Zoning Amendment (Z0000346) Bylaw 1292, 2025.

BACKGROUND

| Application Information | | | | | | |
|-------------------------|---|--|--------------------------|--|--|--|
| Application Type | December 5, 2024 | | | | | |
| Applicant: | Aspen Lands Advisory Ltd. Owner: McIntosh Propertie | | McIntosh Properties Ltd. | | | |
| Application Description | Request to rezone the lands from RLP (Rural Large Parcel) to I1 (General | | | | | |
| | Industrial) to facilitate the creation of 1 acre (0.4 hectare) industrial lots. | | | | | |

| Property Information: General | | | | |
|----------------------------------|---|---|--|--|
| Folio/Roll #: | 331-02092.003 | | | |
| Legal Description | | LOT 1 SECTION 1&2 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP66741 TOWNSHIP 20 EXCEPT THAT LIES WITHIN THE CITY OF KELOWNA (see Folio 217-02095.151) | | |
| PID | 024-781-827 | | | |
| Civic Address: | 380 Bubna Rd | | | |
| | Property Information: Land | Use | | |
| OCP Designation: | Industrial | | | |
| Zoning Designation: current | RLP – Rural Large Parcel 1 | | | |
| proposed | proposed I1 – General Industrial | | | |
| Land Use Contract | n/a | | | |
| ALR: | n/a | | | |
| Parcel Size: | ~ 20 ha/ 51 acres | | | |
| Development Permit Areas: | Development Permit Areas: Industrial, and Natural Environment | | | |
| Adjacent Land Summary: | Zoning: | Use: | | |
| North: | A1 - Agricultural | Gravel operation | | |
| East: | East: RLP – Rural Large Parcel 1 Vacant | | | |

| South: | RLP – Rural Large Parcel 1 | Vacant |
|--------|---|--------|
| West: | City of Kelowna – I2 – General Industrial | Vacant |

| Prop | Property Information: Infrastructure and Development Engineering | | | |
|--|--|--|--|--|
| Road Network Will be reviewed and constructed as part of future development applications. | | | | |
| Driveway Access Will be reviewed as part of future development applications. | | | | |
| Water Supply: | Will be reviewed and constructed as part of future development applications. | | | |
| Sewer: Will be reviewed and constructed as part of future development applications. | | | | |
| Drainage / Stormwater | Will be reviewed and constructed as part of future development applications. | | | |
| Comments: | District staff are collaborating with the City of Kelowna and the developer to prepare an infrastructure servicing plan that considers the broader area. Servicing requirements for this property will be designed and constructed as part of a future subdivision or development application. | | | |

ANALYSIS

Background

The subject property (Attachment A) is located at 380 Bubna Road. The eastern ~20 hectares (51 acres) of the property are located within the District of Lake Country and the remainder is located within the City of Kelowna. Road access to the property is from both Bubna Road and Jim Bailey Road within the City of Kelowna.

The applicant has applied to rezone the eastern portion of the lands to I1 – General Industrial to allow the property to be developed for industrial purposes. Future development of the lands would include applications for subdivision and development permits.

The applicant also has active applications with the City of Kelowna for development permits and subdivision. Kelowna has designated the Kelowna portion of the subject property as Industrial within their OCP and I2 – General Industrial within their zoning bylaw.

The development and servicing of the portion of the subject property within the District of Lake Country will be reliant on the development of the portion of the property located within the City of Kelowna. Staff have been working with the City of Kelowna to prepare a servicing plan that considers the transportation, water, sewer and drainage needs for the entire area on all sides of the municipal boundaries, including OKIB lands. Servicing of this property will be designed and constructed as part of a future subdivision or development application.

Official Community Plan

The Official Community Plan (OCP) designates the portion of the subject property within the District of Lake Country as Industrial on the Future Land Use Map. This designation is consistent with the requested zoning amendment.

The OCP, Section 3.4, includes the objective of "preserve the Okanagan wildlife connectivity corridor on the hillsides to the east of Oyama and Winfield", along with the policy stating 'discourage development or land uses that will have a negative impact on the Okanagan wildlife connectivity corridor. This wildlife corridor has been identified on the eastern slopes of the community and includes a 1000m wide buffer to help mitigate potential impacts from the built environment and help allow space for natural animal movement. While the subject property does fall within the wildlife corridor buffer as currently mapped, it is likely that the functional corridor and buffer have shifted further to the north-east to avoid the gravel extraction area, as shown in Attachment C. Therefore, based on the likely functional wildlife corridor, it is unlikely that the proposed development would have a significant impact on north-south wildlife movement through the community.

Zoning Bylaw

Zoning Bylaw #561, 2007 currently designates the District of Lake Country portion of the subject property as 'RLP – Rural Large Parcel'. Should Council approve the requested I1 – General Industrial zoning, the following development regulations would apply:

| CRITERIA | PROPOSED: I1 ZONE |
|------------------|---|
| Principle Uses | auctioneering establishments general industrial uses |
| Principle Uses | auctioneering establishments automotive and equipment repair shops automotive and minor recreation vehicle sales/rentals breweries and distilleries, major bulk fuel depots Cannabis Production car washes commercial storage contractor services, general convenience vehicle rentals custom indoor manufacturing emergency and protective services equipment rentals fleet services household repair services high technology research and product design Medical Marihuana Production outdoor storage participant recreation services, indoor private clubs rapid drive-through vehicle services recycled materials drop-off centres service stations, minor truck and manufactured home sales rentals vehicle and equipment services, |
| | food primary establishment industrial |
| Secondary Uses | gas bars care centres, major residential security operator unit utility services, minor impact |
| Lot Area | 1.0 ha without community sewer 4,000 m² with community sewer |
| Floor Area Ratio | 1.5 |
| Height | 14 metres |
| Site Coverage | 60% |
| Yards Front | 7.5 metres |
| (minimum) Side | 4.5 metres, except not required abutting a lot in the C or I zones, and6.0 metres on a flanking street |
| Rear | 0.0 metres adjacent to commercial or industrial zones, and6.0 metres abutting other zones |

District staff are supportive of this development as it meets OCP objectives and policies and would benefit the area by contributing to the local economy through the creation of jobs and taxation.

FINANCIAL IMPLICATIONS

| oxtimes None | ☐ Budget Previously Approved | ☐ Other (see below) |
|--------------|------------------------------|---------------------|
|--------------|------------------------------|---------------------|

COMMUNICATION

- This application was referred to internal departments.
- The Planning Department will prepare the appropriate letter/signage and landowner notifications prior to the required public hearing.

ALTERNATE RESOLUTION OPTION(S)

- 1. THAT Zoning Amendment Bylaw 1292, 2025 be deferred pending receipt of additional information as identified by Council.
- 2. THAT Zoning Amendment Bylaw 1292, 2025 not be read a first time, and the file be closed.

Respectfully Submitted,

Carie Liefke, Manager of Current Planning

Report Approval Details

| Document Title: | Z0000346 – Bubna Rd Industrial Lot Proposal.docx |
|----------------------|---|
| Attachments: | - Attachment A – Z0000346 – Location Maps.pdf - Attachment B – Z0000346 – Bylaw 1292 DRAFT.pdf - Attachment C – Z0000346 – Wildlife Corridor Maps.pdf |
| Final Approval Date: | Jul 3, 2025 |

This report and all of its attachments were approved and signed as outlined below:

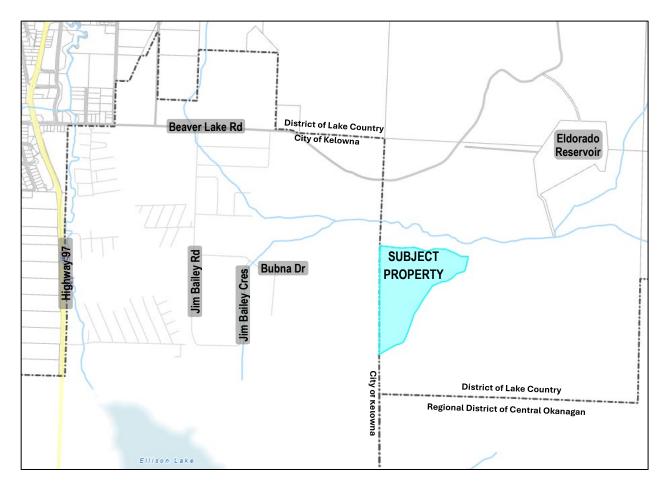
Steven Gubbels, Development Engineering Manager – Jul 3, 2025 – 9:07 AM

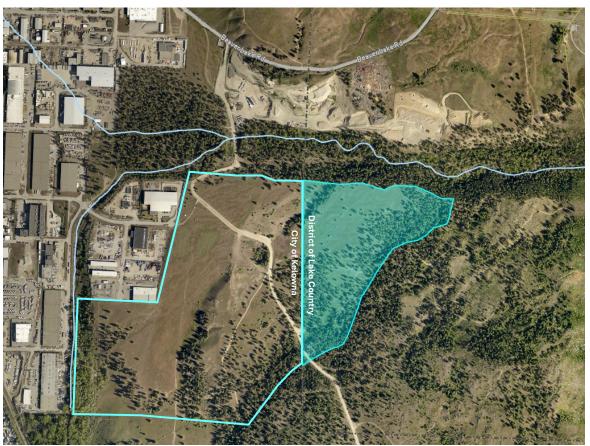
Jeremy Frick, Director of Development Approvals - Jul 3, 2025 – 9:42 AM

Reyna Seabrook, Director of Corporate Services – Jul 3, 2025 – 9:50 AM

Paul Gipps, Chief Administrative Officer - Jul 3, 2025 – 9:55 AM

Makayla Ablitt, Legislative & FOI Coordinator - Jul 3, 2025 – 9:57 AM





Corporate Officer

DISTRICT OF LAKE COUNTRY

BYLAW 1292, 2025

| Α | В | YLAW | TO A | MEND | ZONING | BYLAW | 561, 2007 |
|---|---|------|------|------|--------|--------------|-----------|
|---|---|------|------|------|--------|--------------|-----------|

The Council of the District of Lake Country, in open meeting assembled, enacts as follows:

- 1. District of Lake Country Zoning Bylaw 561, 2007 is hereby amended as follows:
 - 1.1. By changing the zoning classification, as shown on Schedule 'A' of Zoning Bylaw #561, 2007, of:

That portion of LOT 1 SECTIONS 1 AND 2 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT PLAN KAP66741 lying within the District of Lake Country

From: RLP – Rural Large Parcel
To: I1 – General Industrial

Mayor

As shown on Schedule A, attached to and forming part of this bylaw.

2. This bylaw may be cited as "Zoning Amendment (Z0000346) Bylaw 1292, 2025".

READ A FIRST TIME this ___ day of ___, 2025.

READ A SECOND TIME this ___ day of ___, 2025.

ADVERTISED on the ___ and __ days of ___, 2025 and a Public Hearing held pursuant to Section 464 of the Local Government Act on the ___ day of ___, 2025.

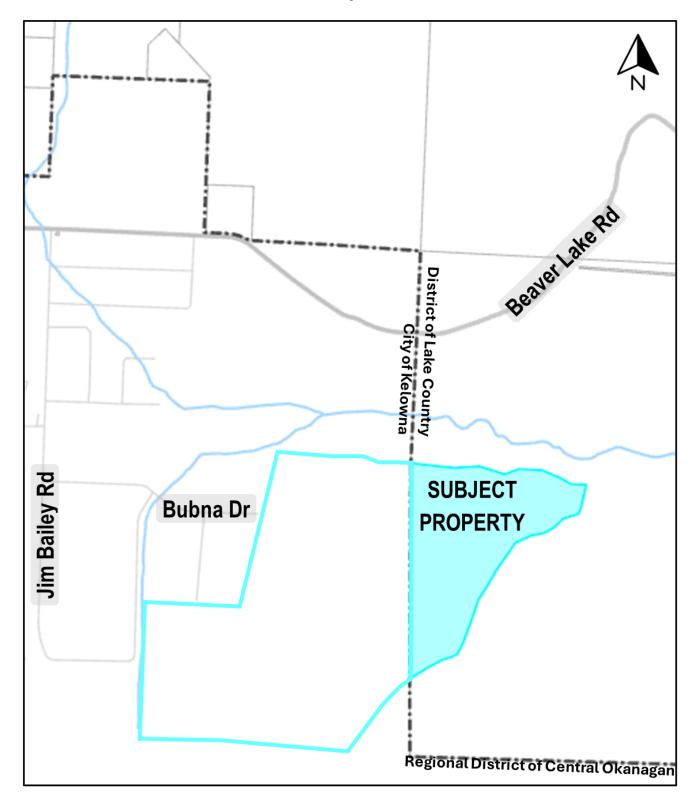
READ A THIRD TIME this ___ day of ___, 2025.

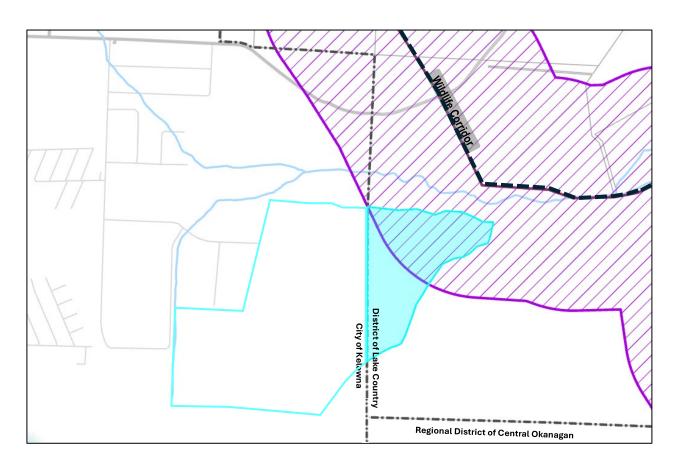
Certified correct at third reading.

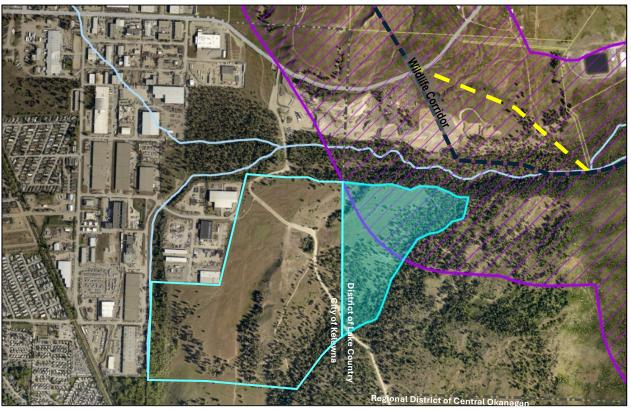
Dated at Lake Country, B.C. Corporate Officer

ADOPTED this ___ day of ___, 2025.

Schedule A to Bylaw 1292, 2025









Report to Council

District of Lake Country

To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Carie Liefke, Manager of Current Planning

Department: Planning and Development

Title: Copper Hill OCP and Zoning Bylaw Amendments | OCP00062 & Z0000253 | Copper Hill

Description: Copper Hill Land Use Changes Proposed for Residential, Light Industrial and Park Purposes –

Consideration of 2nd Reading

RECOMMENDATION

THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025, as amended, be considered in conjunction with the District's financial plan and waste management plan;

AND THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025 be read a second time, as amended; AND THAT Zoning Amendment (Z0000253) Bylaw 1285, 2025 be read a second time, as amended;

AND THAT prior to adoption of Zoning Amendment (Z0000253) Bylaw 1285, 2025 and OCP

Amendment (OCP00062) Bylaw 1284, 2025, the applicant be required to:

- construct the emergency egress route through the subject property (PID 013-537-270), from Sherman Drive
 to the McCarthy Road extension, and enter into an agreement to make such route open and available to
 the District and the public prior to adoption of the above noted bylaws and prior to being dedicated as a
 road right of way; and
- 2. enter into an agreement with the District, establishing that:
 - a) the egress route is to be fully constructed and dedicated to the District prior to the first building in CD-16 Area B and/or Area C being occupied;
 - b) the applicant will transfer approximately 1.8 ha (4.4 acres) of land (as shown on Attachment F to the Report to Council dated July 8, 2025) to the District for institutional purposes; and
 - c) the applicant will transfer undevelopable land (as shown on Attachment F to the Report to Council dated July 8, 2025) to the District for park conservation purposes.

EXECUTIVE SUMMARY

A request to amend the Official Community Plan and Zoning Bylaw has been requested for lands located south of the existing Clearwater-Copper Hill neighbourhood and north of the City of Kelowna Boundary. The proposed amendments would allow the subject lands to be used for residential, light industrial, open space and institutional uses. Development of these lands would result in significant benefit to the community, with the construction of a much-needed collector road and emergency egress, and dedication of lands to the District for park and institutional uses.

District staff are supportive of the proposed development as it integrates into the existing terrain and would benefit the area and contribute to the community at large.

BACKGROUND

| Application Information | | | | | | | |
|--------------------------------|--|--|--|--|--|--|--|
| Application Type | Official Community Plan and | | | | | | |
| | Zoning Bylaw Amendment | | | | | | |
| Applicant: | Eldorado Ranch Ltd | Eldorado Ranch Ltd Owner: Eldorado Ranch Ltd | | | | | |
| Application Description | • | Request to amend the Official Community Plan future land use designations, | | | | | |
| | and amend the Zoning Bylaw to facilitate residential, industrial and institutional | | | | | | |
| | uses on the subject property. | | | | | | |

| Property Information: General | | | | |
|--|---|--|--|--|
| Folio/Roll #: | a portion of Roll # 02392.001 | | | |
| Legal Description | THE EAST 1/2 OF THE WEST 1/2 OF SECTION 11 TOWNSHIP 20 OSOYOOS | | | |
| | DIVISION YALE DISTRICT EXCEPT PLANS 19644 KAP44270, KAP67056, KAP77161, | | | |
| | KAP79528 AND KAP82523 | | | |
| PID | 013-537-270 | | | |
| Civic Address: Unassigned (Sherman Drive / Copper Hill Road) | | | | |
| | Property Information: Land Use | | | |
| OCP Designation (current): | Urban Residential, Industrial, Parkland & Conservation | | | |
| Zoning Designation (current): | RU1 – Small-Scale Multiple Housing | | | |
| ALR: | n/a | | | |
| Parcel Size: | ~ 25 hectares / ~62 acres | | | |
| Development Permit Areas: Agricultural, Natural Environment, Stability / Drainage / Erosion Hazard | | | | |

| Adjacent Land Summary: | Zoning: | Use: | |
|------------------------|--|-----------------------------------|--|
| North: | P2 – Administration, Public Service & Assembly | Peter Greer Elementary School | |
| | RU1 – Small-Scale Multiple Housing | Residential | |
| East: | A1 – Agriculture 1 | Agricultural grazing | |
| South: | P4 – Utilities | DLC Treatment Plan | |
| | Industrial (City of Kelowna Boundary) | Industrial | |
| West: | A1 – Agriculture 1 | Agricultural grazing, tree fruits | |

| Property Information: Infrastructure and Development Engineering | | | | |
|---|--|--|--|--|
| Road Network Collector (Sherman Drive extension) and local road classifications | | | | |
| Driveway Access | Will be reviewed as part of future development applications | | | |
| Water Supply: Municipal (Okanagan/Beaver Lake source) | | | | |
| Sewer: Municipal | | | | |
| Drainage / Stormwater Will be reviewed as part of future subdivision applications | | | | |
| Comments: | As part of future development, permanent access/egress will be provided by | | | |
| extending Sherman Drive to McCarthy Road. | | | | |

ANALYSIS

Background

The subject property (Attachment A), located at the south end of Sherman Drive, is approximately 25 hectares in size. It is proposed that the land would be used for residential, industrial, institutional, and conservation park land. The proposed development would allow the long-awaited second egress from the Clearwater-Copper Hill neighbourhood to McCarthy Road (Attachment B, Map 1); the developer would be responsible for constructing the road through the subject property to the eastern boundary of Lot D Plan 457 McCarthy Road, and the District intends to finish the connection through to McCarthy Road. Both park and institutional lands would be dedicated to the District for community purposes.

To facilitate this proposal, an amendment to the Official Community Plan (OCP) and the Zoning Bylaw have been proposed. The application was first reviewed by Council on June 17, 2025, where Council granted both bylaws first reading (resolution # 2025-06-137).

The proposal has now been referred to both internal departments and external agencies for their review and comment. Based on input from the referral department/agencies, several amendments to the proposal have occurred, as described below.

Official Community Plan

The OCP currently identifies the property as being located within the Urban Containment Boundary, and the Future Land Use map designates the lands for urban residential, industrial, and park and open space use.

The proposed amendment to the OCP includes:

- a) adding the Institutional designation in the south-east corner of the subject proper, and
- b) realigning the industrial, residential, and park designation boundaries based on current topographical analysis of the land, and to reduce foreseeable land use conflicts and increase the industrial land area within the community

A comparison on the existing and proposed OCP designations are included as Attachment B Map 2. The proposed land use designation amendments included in Bylaw 1284, 2025 (Attachment C) would be consistent with OCP policies.

Zoning Bylaw

Zoning Bylaw #561, 2007 currently designates the entirety of the subject property as 'RU1 – Small Scale Multiple Housing'. With the current zone of RU1, the land owner currently had development rights to develop the entire property with single dwelling housing (up to 500 lots) and small-scale multi-unit housing (up to 2000 units).

The landowner has requested an amendment to the zoning bylaw to allow the OCP and zoning of the lands to be consistent. This would reduce the potential for residential (80 lots proposed / $^{\sim}5$ ha), increase the potential for industrial ($^{\sim}11$ ha / 27 acres), plus provide for institutional lands ($^{\sim}1.8$ ha / 4.4 acres) and park conservation lands ($^{\sim}7$ ha / 17 acres). A comparison of the existing and proposed zone areas are included as Attachment B Map 3.

Zoning Amendment Bylaw 1285, 2025 was granted first reading on June 17, 2025. Based on referral reviews, it is proposed that the bylaw should be amended as follows:

- a) change the proposed park zone from P1 Public Park and Open Space to P5 Conservation Area, to better reflect the intended use of the land,
- b) correct the use of 'fueling stations' to read as 'gas bars', to be consistent with current bylaw nomenclature,
- c) reorder the use tables to allow for alphabetical order.

These amendments have been incorporated into the bylaw (Attachment D); a redlined copy of the bylaw showing the proposed changes are included as Attachment E.

Concern was raised about having I3 – Heavy Industrial uses within the CD-16 industrial area. As shown in Table 1, industrial uses that are in both the I1 – General Industrial and the I3 – Heavy Industrial have been included in the CD-16 zone; if a use was only listed in the I3 zone, then it was not included in the CD zone.

Table 1: Zone Comparison - CD-16 vs I1 & I3

| Use | Proposed CD-16 | I1 | 13 |
|--|-------------------|--------------|------------|
| breweries and distilleries, major | √ □ | √ □ | √ □ |
| bulk fuel depots | √ □ | \checkmark | √ □ |
| cannabis production | √ □ | √ □ | √ □ |
| general industrial uses | √ □ | √ □ | √ □ |
| outdoor storage | √ □ | √ □ | √ □ |
| recycled materials drop-off centres | √ □ | √ □ | √ □ |
| recycling depots | √ □ | √ □ | √ □ |
| vehicle and equipment services, industrial | √ □ | √ □ | √ □ |
| medical marihuana production | - | √ □ | √ □ |
| recycling plants | - | - | √ □ |
| utility services, major impact | - | - | √ □ |
| wrecking yards | - | - | √ □ |

The CD-16 industrial area uses permitted are a blend of the C10 – Service Commercial zone and I1 – General Industrial zone.

The proposed zoning amendments would be consistent with OCP policies and the proposed OCP future land use designations.

Servicing and Infrastructure

The proposed development would be fully serviced by municipal infrastructure. Installation of all required municipal infrastructure would occur during the subdivision process and would adhere to Subdivision and Development Servicing Bylaw 1121, 2020 (unless otherwise varied by Council).

The proposed new access road to the Clearwater-Copper Hill subdivision (Attachment B Map 1) would be upgraded incrementally throughout the development of the lands. Initially the access would be upgraded to a passable standard to be used for emergency egress of the neighbourhood and by the developer for construction traffic, thereby limiting construction traffic through the existing neighbourhood. During this initial stage, the egress route would have a lockable gate at both ends to allow District staff and the developer to manage usage. The road would open to the community on a permanent basis once construction traffic has reduced, full construction of the road has been completed and prior to the first building in CD-16 Area B or C being occupied. The final location and configuration of the permanent road will be determined through the subdivision review and approval process.

To prepare the property for subdivision (site grading, infrastructure installation, etc.) the developer intends to blast and move materials (soil, rock, etc.) around the site. Part of these works would occur within a portion of the area proposed as park (Attachment B, Map 4); any disturbed areas within the park zone would be restored by the developer based on a professional restoration plan. To help limit disturbance to nearby residents, the developer has indicated work in areas directly adjacent to homes is likely to be limited to the hours of 7am to 6pm, though the the Nuisance Bylaw 857, 2013 would permit noise between 7am and 9pm unless authorization has been granted otherwise. Staff are supportive of works in this area as it would help reduce potential impacts to existing road infrastructure and existing residents.

Waste Management Plan

The proposed development of the subject property would not impact the districts waste management plans as this proposal was previously envisioned and therefore is already included in the District's waste management plans. In addition, the proposal includes the dedication of land which could be made available for expansion to the wastewater treatment plant.

| СП | NI A | | A I | IN | ını | $I \cap A$ | TI | ONS |
|----|------|-------|------------|-----|-----|------------|----|-------|
| ГП | VA. | IVL.I | AL | IIV | IPL | IL.A | | CVILL |

| ☐ None | ☐ Budget Previously Approved | ☑ Other (see below) |
|--------|------------------------------|---------------------|
| | - baaget i evidasiy Appioved | E Other (see selow) |

The proposal would result in additional taxation revenue for the District due to the residential and industrial uses proposed. While the development would provide the District with additional assets (new roads, infrastructure, parkland), the additional taxation would more than offset the costs of maintaining the assets. This development would generate more revenue than costs for the District of Lake Country.

COMMUNICATION

- This application has reviewed by staff and various referral agencies.
- Newspaper advertisement, surrounding property owner letters, and the posting of development signs on the property have occurred in accordance with Development Approval Procedures Bylaw 1227, 2024.

ALTERNATE RESOLUTION OPTION(S)

- 1. THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025 be considered in conjunction with the District's financial plan and waste management plan;
 - AND THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025 be read a second time subject to conditions as identified by Council;
 - AND THAT Zoning Amendment (Z0000253) Bylaw 1285, 2025 be read a second time, subject to conditions as identified by Council;
- 2. THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025 not be considered in conjunction with the District's financial plan and waste management plan, not be read a second time, and the file be closed;
 - THAT Zoning Amendment (Z0000253) Bylaw 1285, 2025 25 not be read a second time, and the file be closed.
- 3. THAT Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025 be deferred pending additional information identified by Council;
 - THAT Zoning Amendment (Z0000253) Bylaw 1285, 2025 be deferred pending additional information identified by Council.

Respectfully Submitted,

Carie Liefke, Manager of Current Planning

Report Approval Details

| Document Title: | OCP00062 Z0000253 Copper Hill Land Use – 2 nd reading proposed.docx |
|----------------------|--|
| Attachments: | - Attachment A – OCP00062 Z0000253 – Property Maps.pdf - Attachment B – OCP00062 Z0000253 – Land Maps.pdf - Attachment C – OCP00062 – Bylaw 1284 for 2 nd clean and redline.pdf - Attachment D – Z0000253 – Bylaw 1285 for 2 nd – clean.pdf - Attachment E – Z0000253 – Bylaw 1285 for 2 nd – redline.pdf - Attachment F – OCP00062 Z0000253 – Dedication |
| Final Approval Date: | Jul 3, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Steven Gubbels, Development Engineering Manager – Jul 2, 2025 – 10:37AM

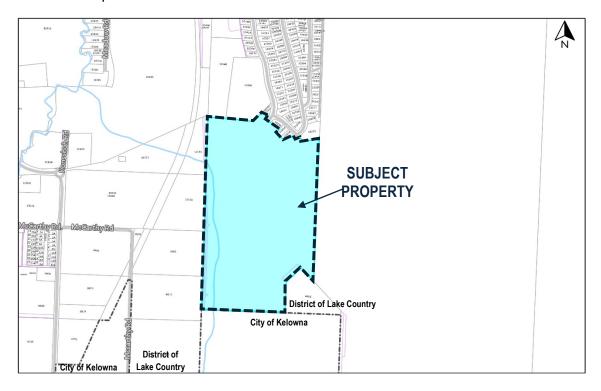
Jeremy Frick, Director of Development Approvals - Jul 3, 2025 – 8:19 AM

Reyna Seabrook, Director of Corporate Services – Jul 3, 2025 – 1:30 PM

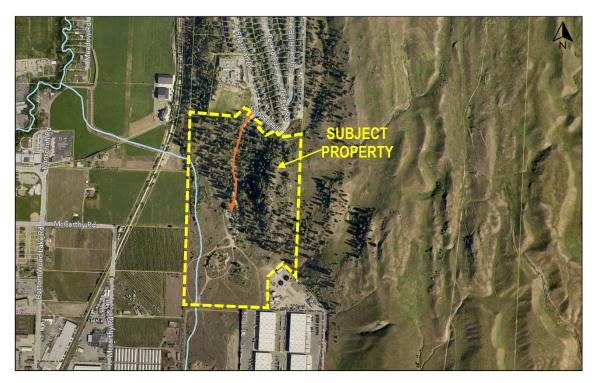
Paul Gipps, Chief Administrative Officer - Jul 3, 2025 – 3:50 PM

Makayla Ablitt, Legislative & FOI Coordinator - Jul 3, 2025 – 3:52 PM

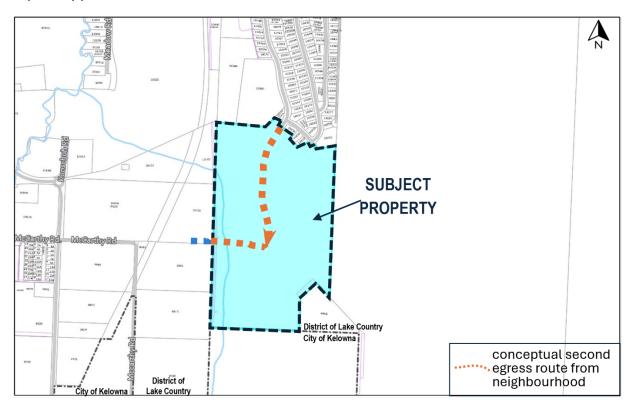
Location Map



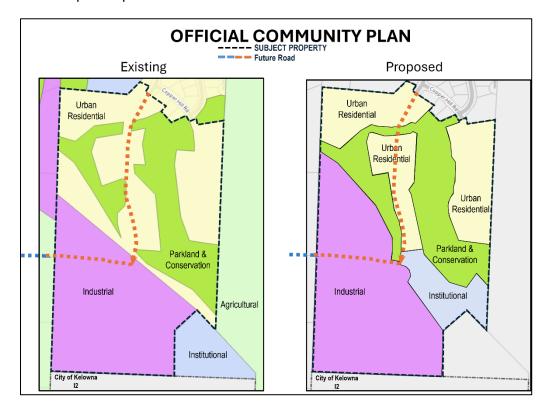
Orthophoto



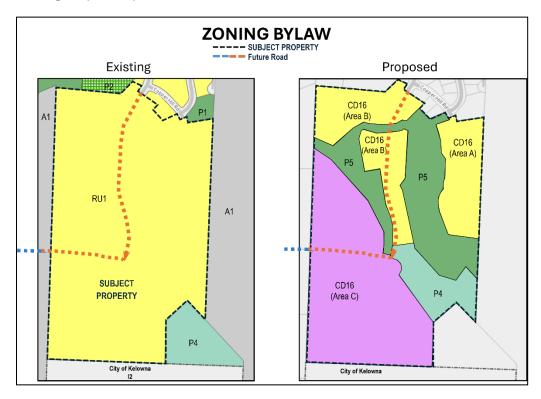
Map 1 – Approximate Location of New Access Road



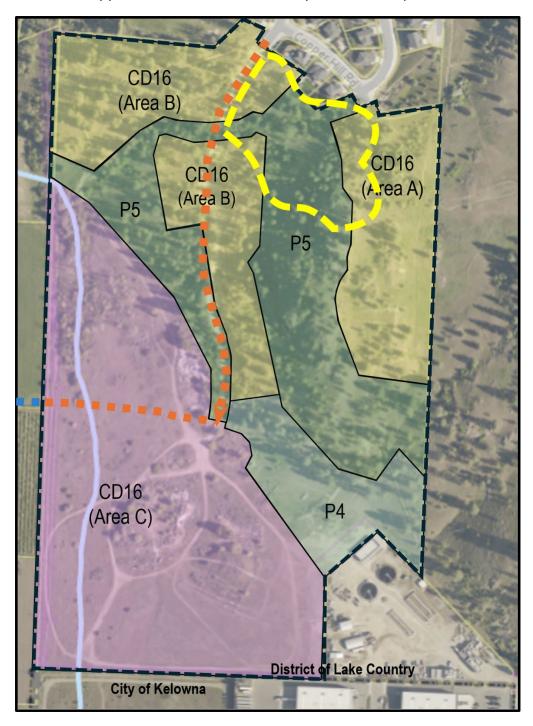
Map 2 – OCP Map Comparison



Map 3 – Zoning Map Comparison



Map 4 – Zones with Approximate Disturbance Area (to be restored)



DISTRICT OF LAKE COUNTRY

BYLAW 1284, 2025

A BYLAW TO AMEND OFFICIAL COMMUNITY PLAN BYLAW 1065, 2018

The Council of the District of Lake Country, in open meeting assembled, enacts as follows:

- 1. Official Community Plan Bylaw 1065, 2018 is hereby amended as follows:
- 1.1. Map 1 Future Land Use, is amended by changing the land use designation of:

THE EAST 1/2 OF THE WEST 1/2 OF SECTION 11 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT EXCEPT PLANS 19644 KAP44270, KAP67056, KAP77161, KAP79528 AND KAP82523

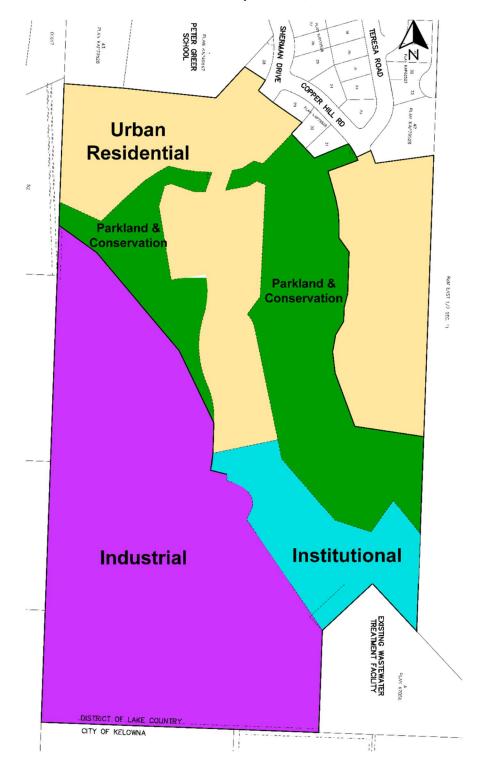
From: Urban Residential, Industrial, and Parkland & Conservation

To: Urban Residential, Industrial, Parkland & Conservation, and Institutional

As shown on Schedule A, attached to and forming part of this bylaw.

| Mayor | | Corporate Officer |
|-----------|--|---|
| | THIRD TIME thisday of, 2 ID thisday of, 2025. | 025. |
| | ISED on theanddays of _ nent Act. | , 2025 and a Public Hearing held pursuant to Section 464 of the <i>Loca</i> |
| READ A | SECOND TIME, as amended, this | day of, 2025. |
| CONSIDI | ERED in conjunction with the fina | ncial plan and waste management plan this day of, 2025. |
| READ A | FIRST TIME this 17 th day of June, | 2025. |
| ۷. | This bylaw may be cited as Offic | ai Community Plan Amendment (OCP00062) Bylaw 1284, 2025. |

Schedule A to Bylaw 1284, 2025





DISTRICT OF LAKE COUNTRY

BYLAW 1284, 2025

A BYLAW TO AMEND OFFICIAL COMMUNITY PLAN BYLAW 1065, 2018

The Council of the District of Lake Country, in open meeting assembled, enacts as follows:

- 1. Official Community Plan Bylaw 1065, 2018 is hereby amended as follows:
- 1.1. Map 1 Future Land Use, is amended by changing the land use designation of:

THE EAST 1/2 OF THE WEST 1/2 OF SECTION 11 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT EXCEPT PLANS 19644 KAP44270, KAP67056, KAP77161, KAP79528 AND KAP82523

From: Urban Residential, Industrial, and Parkland & Conservation

To: Urban Residential, Industrial, Parkland & Conservation, and Institutional

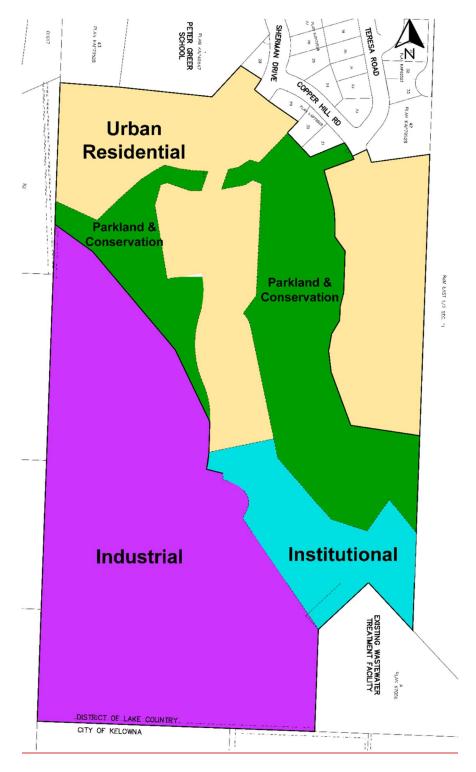
As shown on Schedule A, attached to and forming part of this bylaw.

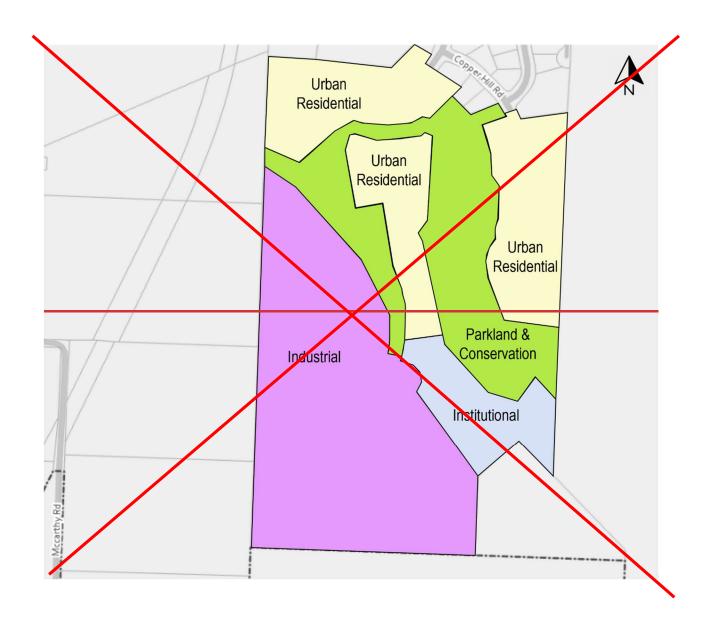
Mayor

| 2. This bylaw may be cited as "Official Community Plan Amendment (OCP00062) Bylaw 1284, 2025". |
|--|
| READ A FIRST TIME this 17 th day of June, 2025. |
| CONSIDERED in conjunction with the financial plan and waste management plan this day of, 2025. |
| READ A SECOND TIME, as amended, thisday of, 2025. |
| ADVERTISED on theanddays of, 2025 and a Public Hearing held pursuant to Section 464 of the <i>Local Government Act</i> . |
| READ A THIRD TIME thisday of, 2025. ADOPTED thisday of, 2025. |
| |

Corporate Officer

Schedule A to Bylaw 1284, 2025





DISTRICT OF LAKE COUNTRY

BYLAW 1285, 2025

A BYLAW TO AMEND ZONING BYLAW 561, 2007

The Council of the District of Lake Country, in open meeting assembled, enacts as follows:

- 1. District of Lake Country Zoning Bylaw 561, 2007 is hereby amended as follows:
 - 1.1. Section 2 General Administration, subsection 2.3. Zoning Map, sub section 2.3.1 is amended by adding the following row to the table titled "Section 19-Direct Control and Comprehensive Development Zones" immediately beneath the row 'CD15 Comprehensive Development 15 (3223 Woodsdale Road/11437 Bottom Wood Lake Rd.)':

| CD16 | Comprehensive Development Zone 16 (Copper Hill 2) |
|------|---|
|------|---|

- 1.2. Section 3 Interpretation, subsection 3.3. General Definitions, section 3.3.3 is amended by adding the following definitions, in alphabetical order:
 - **STORAGE, WAREHOUSE** means a facility used for the storage of equipment, goods, and materials within an enclosed building. Typical uses include but are not limited to the storage of furniture, carpet, major appliances, building materials, boats, and recreational vehicles. This use does not include commercial storage, or developments used for wholesale or retail sales.
- 1.3. Section 9 Parking and Loading, subsection 9.1. Off-Street Vehicle Parking is amended by adding the following new section in numerical order:
 - 19.1.8 Electric vehicle charging stations may be located in all zones but shall not exceed the minimum number of parking stalls required in accordance with Section 9.1.2.
- 1.4. Section 19-Direct Control and Comprehensive Development Zones, is amended by adding a new section '19.15. CD16 Comprehensive Development Zone 16 (Copper Hill 2)', as shown on Schedule A attached to and forming part of this Bylaw, in numerical order and re-numbering subsequent sections.
- 1.5. By changing the zoning classification, as shown on Schedule 'A' of Zoning Bylaw #561, 2007, of:

THE EAST 1/2 OF THE WEST 1/2 OF SECTION 11 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT EXCEPT PLANS 19644 KAP44270, KAP67056, KAP77161, KAP79528 AND KAP82523

From: RU1 – Small Scale Multiple Housing

To: CD16 – Comprehensive Development Zone 16 (Copper Hill 2),

P5 - Conservation Area, and

P4 – Utilities

As shown on Schedule B, attached to and forming part of this bylaw.

| 2. Inis bylaw m | nay be cited as "Zoning Amendme | ent (20000253) Bylaw | 1285, 2025". | |
|-------------------------|--|------------------------|------------------------|-------------------|
| | his 17 th day of June, 2025. E, as amended, thisday of | _, 2025. | | |
| | anddays of, 2025 and theday of, 2025. | d a Public Hearing hel | ld pursuant to Section | n 464 of the Loca |
| READ A THIRD TIME | thisday of, 2025. | | | |
| Certified correct at th | nird reading. | | | |
| Dated at Lake Countr | ·у, В.С. | Corporate Office | er | |
| Approved pursuant | t to section 52(3)(a) of the <i>Transp</i> | portation Act this | day of | , 20 |
| for Minister of Tran | nsportation & Transit | | | |
| ADOPTED thisda | y of, 2025. | | | |
| Mayor | | Co | orporate Officer | |

Schedule A to Bylaw 1285, 2025

19.15. CD-16 – Comprehensive Development 16 (Copper Hill 2)

19.15.1. Purpose

This zone provides for the comprehensive development of land holdings identified as the Copper Hill Development including residential uses and Industrial uses.

The CD-16 zone is divided by use and topography into three sub-areas, as described below and generally depicted in Figure 19.15.1:

Area A Single family residential (Area A).

Area B Single family and multi-family residential (Area B).

Area C Industrial Zone (Area C).

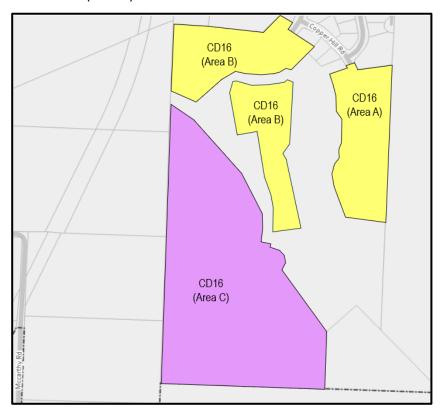


Figure 19.15.1: CD-16 Zone Use Areas

19.15.2 Principal Uses

(i) Principal uses shall occur on the land within <u>Area A</u> and <u>Area B</u> as indicated in the following table and depicted in Figure 19.15.1

| Use | Area A | Area B |
|----------------------------------|--------|--------|
| (a) group homes, minor | P^1 | Р |
| (b) row housing | | Р |
| (c) single dwelling housing | Р | Р |
| (d) small-scale multiple housing | | Р |

¹ P = principal use permitted

(ii) Principal uses shall occur on the land within <u>Area C</u> as indicated in the following table and depicted in Figure 19.15.1

| Use | | Area C |
|------|---|--------|
| (a) | amusement arcade, major | Р |
| (b) | animal clinic, minor | Р |
| (c) | auctioneering establishments | Р |
| (d) | automotive and equipment repair shops | Р |
| (e) | automotive and minor recreation vehicle sales/rentals | Р |
| (f) | breweries and distilleries, major | Р |
| (g) | broadcasting studios | Р |
| (h) | bulk fuel depots | Р |
| (i) | business support services | Р |
| (j) | cannabis dispensary | Р |
| (k) | cannabis production | Р |
| (I) | car washes | Р |
| (m) | commercial schools | Р |
| (n) | commercial storage | Р |
| (o) | contractor services, general | Р |
| (p) | contractor services, limited | Р |
| (q) | convenience vehicle rentals | Р |
| (r) | cremation services | Р |
| (s) | custom indoor manufacturing | Р |
| (t) | drive-in restaurants | Р |
| (u) | emergency and protective services | Р |
| (v) | equipment rentals | Р |
| (w) | fleet services | Р |
| (x) | food primary establishment | Р |
| (y) | gaming facilities | Р |
| (z) | gas bars | Р |
| (aa) | general industrial uses | Р |
| (bb) | government services | Р |
| (cc) | high technology research and product design | Р |
| (dd) | household repair services | Р |
| (ee) | liquor primary establishment, major | Р |
| (ff) | liquor primary establishment, minor | Р |
| (gg) | non-accessory parking | Р |
| (hh) | offices | Р |
| (ii) | outdoor storage | Р |
| (jj) | participant recreation services, indoor | Р |
| (kk) | private clubs | Р |
| (II) | rapid drive-through vehicle services | Р |
| (mm | recycled materials drop-off centres | Р |
| (nn) | recycling depots | Р |
| (00) | retail stores, convenience | P |
| (pp) | retail stores, service commercial | Р |
| (qq) | service stations, major | P |
| (rr) | service stations, minor | Р |
| (ss) | truck and manufactured home sales rentals | Р |

| (tt) | used goods stores | Р |
|------|--|---|
| (uu) | vehicle and equipment services, industrial | Р |
| (vv) | warehouse storage | Р |

19.15.3 Secondary Uses

(i) Secondary uses shall occur on the land within <u>Area A</u> and <u>Area B</u> as indicated in the following table and depicted in Figure 19.15.1

| Use | Area A | Area B |
|------------------------------------|----------------|--------|
| (a) bed and breakfast homes | S ² | S |
| (b) care centres, minor | S | S |
| (c) home occupation, residential | S | S |
| (d) secondary suite | S | S |
| (e) short term vacation rental | S | S |
| (f) utility services, minor impact | S | S |

(ii) Secondary uses shall occur on the land within Area C as indicated in the following table and depicted in Figure 19.15.1

| Use | |
|--|---|
| (a) amusement arcades, minor | S |
| (b) care centres, intermediate | S |
| (c) care centres, major | S |
| (d) care centres, minor | S |
| (e) gas bars | S |
| (f) licensee retail liquor store | S |
| (g) residential security operator unit | S |
| (h) utility services, minor impact | S |
| (i) outdoor storage | S |

19.15.4 Subdivision Regulations

| | Area A | Area B | Area C |
|-------------------|-------------------|-------------------|--------------------|
| (a) Minimum Area | 500m ² | 500m ² | 1000m ² |
| (b) Minimum Depth | 28.0 m | 28.0 m | 30.0m |
| (c) Minimum Width | 15.0 m | 15.0 m | 30.0m |

19.15.5 Development Regulations

(a) Density

| | | Area A | Area B |
|-------|---------------------------------|-----------------------|-----------------------|
| (i) | secondary suite | one per dwelling unit | one per dwelling unit |
| (ii) | single dwelling housing | 1 unit per lot | 1 unit per lot |
| (iii) | small-scale multiple housing | | 4 units per lot |
| (iv) | row housing; | | 0.65 FAR |

² S = secondary use permitted

(b) Floor Area Ratio

Within Area C, the maximum floor area ratio is 1.5, except it is 2.0 where the developer has provided an amenity in compliance with the density bonusing provisions contained in Section 7.18.

(c) Site Coverage

| | Area A | Area B | Area C |
|--------------------------------------|--------|--------|--------|
| (i) maximum site coverage of all | 45% | 45% | 60% |
| buildings and structures | 45% | 45% | 60% |
| (ii) maximum site coverage of | 55% | 55% | |
| buildings, structures, driveways and | | | |
| parking areas | | | |

(d) Height

| eign | | I | | |
|-------|--|--|--|---|
| | | Area A | Area B | Area C |
| (i) | row housing single dwelling housing small-scale multiple housing | the lessor of 11.0 m or 3 storey | the lessor of 11.0 m or 3 storey | |
| (ii) | residential accessory buildings and structures | 5.5 m | 5.5 m | |
| (iii) | all principal uses within Area C | | | the lesser of 12.4 m or 3 storeys, except when the developer has provided an amenity in compliance with the density bonusing provisions of Section 7.18, the maximum height is the lesser of 18.0 m or 6 storeys. |
| (iv) | all secondary uses within Area C | | | the lessor of 11.0 m or 3 storey |
| (v) | all accessory structures within Area C | | | 26.0m |

(e) Setbacks:

| | | Area A | Area B | Area C |
|-----|------------|----------------------|----------------------|-------------|
| (i) | Front Yard | minimum 4.0 m, | minimum 4.0 m, | minimum 6.0 |
| | | except it is 6.0m to | except it is 6.0m to | m |
| | | a garage door or | a garage door or | |
| | | carport entrance | carport entrance | |
| | | having vehicle | having vehicle | |
| | | entry from the | entry from the | |
| | | front | front | |

| (ii) Side Yard | minimum 2.0 m | minimum 2.0 m | 0.0 m aycant |
|-----------------|----------------------|----------------------|-----------------|
| (ii) Side faid | minimum 2.0 m, | minimum 2.0 m, | 0.0 m, except |
| | except it is 4.5 | except it is 4.5 | it is 2.0m from |
| | meters from a | meters from a | a flanking |
| | flanking street and | flanking street and | street or 4.5 m |
| | is 6.0 m to a garage | is 6.0 m to a garage | when adjacent |
| | door or carport | door or carport | to other zones |
| | entrance having | entrance having | |
| | vehicle entry from | vehicle entry from | |
| | the flanking street | the flanking street | |
| (iii) Rear Yard | minimum 4.5 | minimum 4.5 | 0.0 m, except |
| | meters, except it is | meters, except it is | it is 6.0 m |
| | 6.0m adjacent to | 6.0m adjacent to | when adjacent |
| | the ALR and is 6.0 | the ALR and is 6.0 | to other zones |
| | m to a garage door | m to a garage door | |
| | or carport entrance | or carport entrance | |
| | having vehicle | having vehicle | |
| | entry from the rear | entry from the rear | |
| (iv) Between | minimum 3.0m | minimum 3.0m | 0.0 m |
| Principal | | | |
| Buildings | | | |

19.15.6 Small-Scale Multiple Housing

Notwithstanding 19.15.2(i), small-scale multiple housing is only permitted on lots:

- (i) located within the urban containment boundary;
- (ii) connected to municipal sewer and water services; and
- (iii) 4,050m² or smaller in lot size.

19.15.7 Private Open Space

- (i) Row Housing: A minimum area of 25 m² of private open space shall be provided per dwelling unit
- (ii) Small-Scale Multiple Housing: A minimum area of 7.5 m² of private open space shall be provided per dwelling unit

19.15.8 Landscaping

Notwithstanding any regulations contained in Section 8 Landscaping and Screening, only the following regulations shall apply to the CD-16 zone:

| | Area A | Area B | Area C |
|-------|-------------------------|-------------------------|--------|
| Front | 1 | 1 | 2 |
| Side | 1, except it is 6 where | 1, except it is 6 where | 6 |
| | there are 3 or more | there are 3 or more | |
| | units on a lot | units on a lot | |
| Rear | 1, except it is 6 where | 1, except it is 6 where | 6 |
| | there are 3 or more | there are 3 or more | |
| | units on a lot | units on a lot | |

- (a) The minimum Landscape Buffer Treatment Levels for the CD-16 zone are as follows:
- (b) A landscaping buffer is not required along the Agricultural Land Reserve boundary.

(c) Erosion control measures, to prevent the pollution, degradation, or siltation of natural areas and water courses, must occur concurrently with all land alteration and construction activities. This includes the provision of temporary fencing prior to and during construction.

19.15.9 Parking and Loading

Section 9 Parking and Loading, shall apply to the CD-16 zone, except as regulated below:

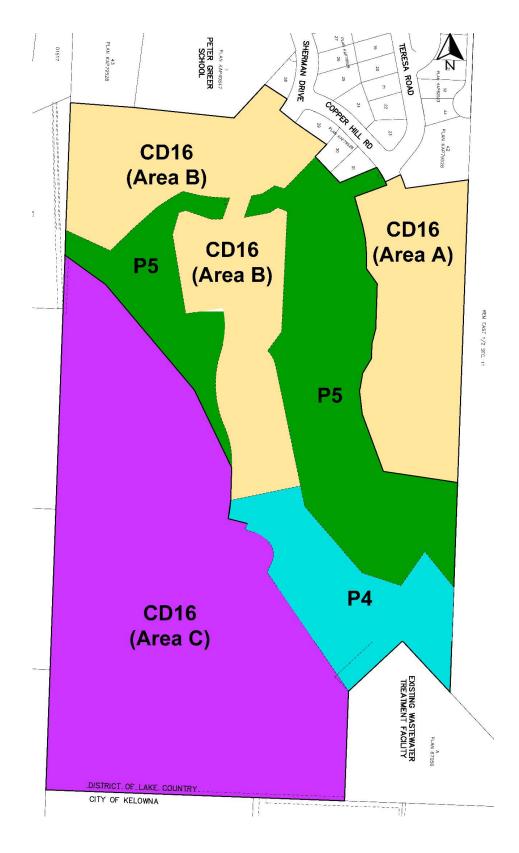
(a) Table 9.1 Parking Schedule shall apply, except as specified in the following table:

| | Area A and B | | |
|---------|--------------|---|--|
| Parking | dwellings: | 2 spaces for each of the 1 st and 2 nd principal dwelling unit, plus 1 space for each of the 2 nd and 3 rd dwelling unit, | |
| | | plus 1 per secondary suite, | |
| | care centres | 1 per 10 children, plus 1 per 2 employees on duty | |
| | home | 1 per non-resident employee, plus space(s) required | |
| | occupation | for dwelling(s) | |

19.15.10 Other regulations

- (a) Within Area C:
 - (i) No use shall produce dust, or other emissions that exceed standards set by provincial legislation, without written authorization from the appropriate provincial agency.
 - (ii) No use shall produce odour, glare, or noise that creates a nuisance.
 - (iii) There shall be no outdoor storage of toxic, noxious, explosive, odorous, or radio-active materials.
 - (iv) Only one residential security operator unit is permitted on a site.
- (b) In addition to the regulations listed above, other regulations may apply, including but not limited to:
 - (i) Section 7 General Development Regulations,
 - (ii) Section 8 Landscaping and Screening Regulations, except as modified within the CD-16 zone.
 - (iii) Section 9 Parking and Loading Regulations, except as modified within the CD-16 zone,
 - (iv) Section 10 Specific Use Regulations, and
 - (v) Section 11 Signs

Schedule B to Bylaw 1285, 2025



DISTRICT OF LAKE COUNTRY

BYLAW 1285, 2025

A BYLAW TO AMEND ZONING BYLAW 561, 2007

The Council of the District of Lake Country, in open meeting assembled, enacts as follows:

- 1. District of Lake Country Zoning Bylaw 561, 2007 is hereby amended as follows:
 - 1.1. Section 2 General Administration, subsection 2.3. Zoning Map, sub section 2.3.1 is amended by adding the following row to the table titled "Section 19-Direct Control and Comprehensive Development Zones" immediately beneath the row 'CD15 Comprehensive Development 15 (3223 Woodsdale Road/11437 Bottom Wood Lake Rd.)':

| CD16 | Comprehensive Development Zone 16 (Copper Hill 2) |
|------|---|
|------|---|

- 1.2. Section 3 Interpretation, subsection 3.3. General Definitions, section 3.3.3 is amended by adding the following definitions, in alphabetical order:
 - **STORAGE, WAREHOUSE** means a facility used for the storage of equipment, goods, and materials within an enclosed building. Typical uses include but are not limited to the storage of furniture, carpet, major appliances, building materials, boats, and recreational vehicles. This use does not include commercial storage, or developments used for wholesale or retail sales.
- 1.3. Section 9 Parking and Loading, subsection 9.1. Off-Street Vehicle Parking is amended by adding the following new section in numerical order:
 - 19.1.8 Electric vehicle charging stations may be located in all zones but shall not exceed the minimum number of parking stalls required in accordance with Section 9.1.2.
- 1.4. Section 19-Direct Control and Comprehensive Development Zones, is amended by adding a new section '19.15. CD16 Comprehensive Development Zone 16 (Copper Hill 2)', as shown on Schedule A attached to and forming part of this Bylaw, in numerical order and re-numbering subsequent sections.
- 1.5. By changing the zoning classification, as shown on Schedule 'A' of Zoning Bylaw #561, 2007, of:

THE EAST 1/2 OF THE WEST 1/2 OF SECTION 11 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT EXCEPT PLANS 19644 KAP44270, KAP67056, KAP77161, KAP79528 AND KAP82523

From: RU1 – Small Scale Multiple Housing

To: CD16 – Comprehensive Development Zone 16 (Copper Hill 2),

P5 - Conservation Area P1 - Public Park and Open Space, and

P4 – Utilities

As shown on Schedule B, attached to and forming part of this bylaw.

| 2. Inis bylaw may be cited as "Zoning Amendment (Zi | 0000253) Bylaw 1285, 2025". |
|--|--|
| READ A FIRST TIME this 17 th day of June, 2025. READ A SECOND TIME, as amended, thisday of, 20 | 25. |
| ADVERTISED on theanddays of, 2025 and a Pu Government Act on theday of, 2025. | ublic Hearing held pursuant to Section 464 of the Loca |
| READ A THIRD TIME thisday of, 2025. | |
| Certified correct at third reading. | |
| | |
| Dated at Lake Country, B.C. | Corporate Officer |
| Approved pursuant to section 52(3)(a) of the <i>Transportation</i> | tion Act this day of, 20 |
| for Minister of Transportation & Transit | |
| ADOPTED thisday of, 2025. | |
| Mayor | Corporate Officer |
| | |

Schedule A to Bylaw 1285, 2025

19.15. CD-16 – Comprehensive Development 16 (Copper Hill 2)

19.15.1. Purpose

This zone provides for the comprehensive development of land holdings identified as the Copper Hill Development including residential uses and Industrial uses.

The CD-16 zone is divided by use and topography into three sub-areas, as described below and generally depicted in Figure 19.15.1:

Area A Single family residential (Area A).

Area B Single family and multi-family residential (Area B).

Area C Industrial Zone (Area C).

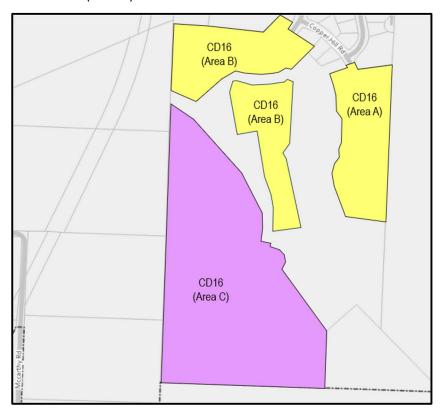


Figure 19.15.1: CD-16 Zone Use Areas

19.15.2 Principal Uses

(i) Principal uses shall occur on the land within <u>Area A</u> and <u>Area B</u> as indicated in the following table and depicted in Figure 19.15.1

| Use | Area A | Area B |
|----------------------------------|--------|--------|
| (a) group homes, minor | P^1 | Р |
| (b) row housing | | Р |
| (c) single dwelling housing | Р | Р |
| (d) small-scale multiple housing | | Р |

¹ P = principal use permitted

(ii) Principal uses shall occur on the land within <u>Area C</u> as indicated in the following table and depicted in Figure 19.15.1

| Use | Area C |
|--|----------|
| (a) auctioneering establishments | ₽ |
| (d)(a) amusement arcade, major | Р |
| (e)(b) animal clinic, minor | Р |
| (c) auctioneering establishments | <u>P</u> |
| (f)(d) automotive and equipment repair shops | Р |
| (g)(e) automotive and minor recreation vehicle sales/rentals | Р |
| (h)(f) breweries and distilleries, major | Р |
| (i)(g) broadcasting studios | Р |
| (j)(h) bulk fuel depots | Р |
| (k)(i) business support services | Р |
| (<u> </u>)(<u>i</u>)_cannabis dispensary | Р |
| (m)(k) cannabis production | Р |
| (n)(l) car washes | Р |
| (e)(m) commercial schools | Р |
| (p)(n)commercial storage | Р |
| (q)(o)contractor services, general | Р |
| (r)(p) contractor services, limited | Р |
| (s)(q) convenience vehicle rentals | Р |
| <u>(r) cremation services</u> | <u>P</u> |
| (t)(s) custom indoor manufacturing | Р |
| (u)(t) drive-in restaurants | Р |
| (v)(u) emergency and protective services | Р |
| (w)(v) equipment rentals | Р |
| (x)(w) fleet services | Р |
| (y)(x) food primary establishment | Р |
| (z) cremation services | ₽ |
| (cc)(y) gaming facilities | Р |
| (dd)(z) gas bars | Р |
| (ee)(aa) general industrial uses | Р |
| (ff)(bb) government services | Р |
| (gg)(cc) high technology research and product design | Р |
| (hh)(dd) household repair services | Р |
| (ii)(ee) liquor primary establishment, major (C1lp only) | Р |
| (jj)(ff) liquor primary establishment, minor | Р |
| (kk)(gg)_non-accessory parking | Р |
| (III)(hh) offices | Р |
| (mm)(ii) outdoor storage | Р |
| (nn)(jj) participant recreation services, indoor | Р |
| (oo)(kk) private clubs | Р |
| (pp)(II) rapid drive-through vehicle services | P |
| (qq)(mm) recycled materials drop-off centres | Р |
| (rr)(nn) recycling depots | Р |
| (ss)(oo) retail stores, convenience | Р |
| (tt)(pp) retail stores, service commercial | Р |
| (uu)(qq) service stations, major | Р |

| (vv)(rr)_service stations, minor | |
|---|---|
| (ww)(ss)truck and manufactured home sales rentals | |
| (xx)(tt) used goods stores | Р |
| (yy)(uu) vehicle and equipment services, industrial | |
| (zz) (vv) warehouse storage | Р |

19.15.3 Secondary Uses

(i) Secondary uses shall occur on the land within <u>Area A</u> and <u>Area B</u> as indicated in the following table and depicted in Figure 19.15.1

| Use | | Area B |
|------------------------------------|----------------|--------|
| (a) bed and breakfast homes | S ² | S |
| (b) care centres, minor | S | S |
| (c) home occupation, residential | S | S |
| (d) secondary suite | S | S |
| (e) short term vacation rental | S | S |
| (f) utility services, minor impact | S | S |

(ii) Secondary uses shall occur on the land within Area C as indicated in the following table and depicted in Figure 19.15.1

| Use | |
|--|---|
| (a) amusement arcades, minor | S |
| (b) care centres, intermediate | S |
| (c) care centres, major | S |
| (d) care centres, minor | S |
| (e) fueling stationgas bars | S |
| (f) licensee retail liquor store | S |
| (g) residential security operator unit | S |
| (h) utility services, minor impact | S |
| (i) outdoor storage | S |

19.15.4 Subdivision Regulations

| | Area A | Area B | Area C |
|-------------------|-------------------|-------------------|--------------------|
| (a) Minimum Area | 500m ² | 500m ² | 1000m ² |
| (b) Minimum Depth | 28.0 m | 28.0 m | 30.0m |
| (c) Minimum Width | 15.0 m | 15.0 m | 30.0m |

19.15.5 Development Regulations

(a) Density

| | | Area A | Area B |
|-------|-------------------------|-----------------------|-----------------------|
| (i) | secondary suite | one per dwelling unit | one per dwelling unit |
| (ii) | single dwelling housing | 1 unit per lot | 1 unit per lot |
| (iii) | small-scale multiple | | A units nor lot |
| | housing | | 4 units per lot |
| (iv) | row housing; | | 0.65 FAR |

² S = secondary use permitted

(b) Floor Area Ratio

Within Area C, the maximum floor area ratio is 1.5, except it is 2.0 where the developer has provided an amenity in compliance with the density bonusing provisions contained in Section 7.18.

(c) Site Coverage

| | Area A | Area B | Area C |
|--------------------------------------|--------|--------|--------|
| (i) maximum site coverage of all | 45% | 45% | 60% |
| buildings and structures | 45% | 43% | 00% |
| (ii) maximum site coverage of | 55% | 55% | |
| buildings, structures, driveways and | | | |
| parking areas | | | |

(d) Height

| | | Area A | Area B | Area C |
|-------|--|--|--|---|
| (i) | row housing single dwelling housing small-scale multiple housing | the lessor of 11.0 m or 3 storey | the lessor of 11.0 m or 3 storey | |
| (ii) | residential accessory buildings and structures | 5.5 m | 5.5 m | |
| (iii) | all principal uses within Area C | | | the lesser of 12.4 m or 3 storeys, except when the developer has provided an amenity in compliance with the density bonusing provisions of Section 7.18, the maximum height is the lesser of 18.0 m or 6 storeys. |
| (iv) | all secondary uses within Area C | | | the lessor of 11.0 m or 3 storey |
| (v) | all accessory structures within Area C | | | 26.0m |

(e) Setbacks:

| | | Area A | Area B | Area C |
|----------------|--|----------------------|----------------------|-------------|
| (i) Front Yard | | minimum 4.0 m, | minimum 4.0 m, | minimum 6.0 |
| | | except it is 6.0m to | except it is 6.0m to | m |
| | | a garage door or | a garage door or | |
| | | carport entrance | carport entrance | |
| | | having vehicle | having vehicle | |

| | entry from the | entry from the | |
|-----------------|----------------------|----------------------|-----------------|
| | front | front | |
| (ii) Side Yard | minimum 2.0 m, | minimum 2.0 m, | 0.0 m, except |
| | except it is 4.5 | except it is 4.5 | it is 2.0m from |
| | meters from a | meters from a | a flanking |
| | flanking street and | flanking street and | street or 4.5 m |
| | is 6.0 m to a garage | is 6.0 m to a garage | when adjacent |
| | door or carport | door or carport | to other zones |
| | entrance having | entrance having | |
| | vehicle entry from | vehicle entry from | |
| | the flanking street | the flanking street | |
| (iii) Rear Yard | minimum 4.5 | minimum 4.5 | 0.0 m, except |
| | meters, except it is | meters, except it is | it is 6.0 m |
| | 6.0m adjacent to | 6.0m adjacent to | when adjacent |
| | the ALR and is 6.0 | the ALR and is 6.0 | to other zones |
| | m to a garage door | m to a garage door | |
| | or carport entrance | or carport entrance | |
| | having vehicle | having vehicle | |
| | entry from the rear | entry from the rear | |
| (iv) Between | minimum 3.0m | minimum 3.0m | 0.0 m |
| Principal | | | |
| Buildings | | | |

19.15.6 Small-Scale Multiple Housing

Notwithstanding 19.15.2(i), small-scale multiple housing is only permitted on lots:

- (i) located within the urban containment boundary;
- (ii) connected to municipal sewer and water services; and
- (iii) 4,050m² or smaller in lot size.

19.15.7 Private Open Space

- (i) Row Housing: A minimum area of 25 m² of private open space shall be provided per dwelling unit
- (ii) Small-Scale Multiple Housing: A minimum area of 7.5 m² of private open space shall be provided per dwelling unit

19.15.8 Landscaping

Notwithstanding any regulations contained in Section 8 Landscaping and Screening, only the following regulations shall apply to the CD-16 zone:

| | Area A | Area B | Area C |
|-------|-------------------------|-------------------------|--------|
| Front | 1 | 1 | 2 |
| Side | 1, except it is 6 where | 1, except it is 6 where | 6 |
| | there are 3 or more | there are 3 or more | |
| | units on a lot | units on a lot | |
| Rear | 1, except it is 6 where | 1, except it is 6 where | 6 |
| | there are 3 or more | there are 3 or more | |
| | units on a lot | units on a lot | |

- (a) The minimum Landscape Buffer Treatment Levels for the CD-16 zone are as follows:
- (b) A landscaping buffer is not required along the Agricultural Land Reserve boundary.
- (c) Erosion control measures, to prevent the pollution, degradation, or siltation of natural areas and water courses, must occur concurrently with all land alteration and construction activities. This includes the provision of temporary fencing prior to and during construction.

19.15.9 Parking and Loading

Section 9 Parking and Loading, shall apply to the CD-16 zone, except as regulated below:

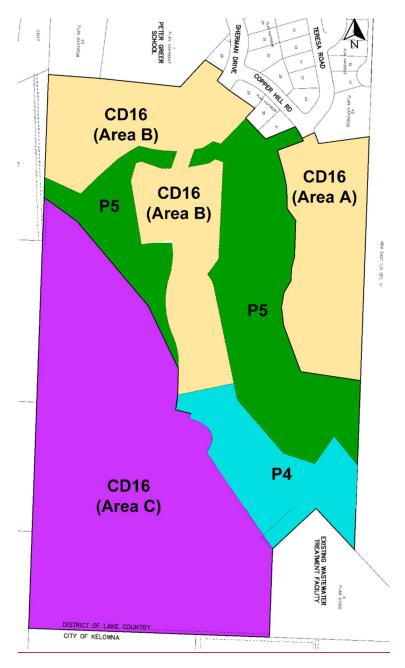
(a) Table 9.1 Parking Schedule shall apply, except as specified in the following table:

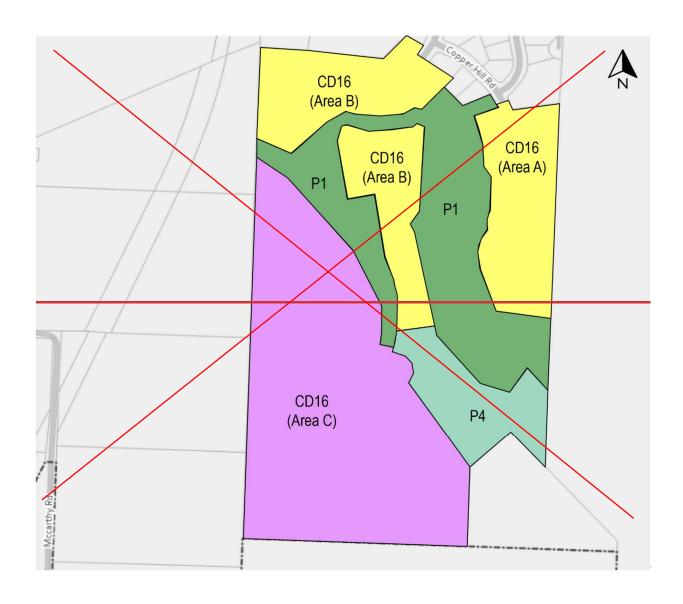
| | Area A and B | | |
|---------|--------------------|---|--|
| Parking | dwellings: | 2 spaces for each of the 1 st and 2 nd principal dwelling unit, plus 1 space for each of the 2 nd and 3 rd dwelling unit, plus 1 per secondary suite, | |
| | care centres | 1 per 10 children, plus 1 per 2 employees on duty | |
| | home occupation | 1 per non-resident employee, plus space(s) required for dwelling(s) | |

19.15.10 Other regulations

- (a) Within Area C:
 - (i) No use shall produce dust, or other emissions that exceed standards set by provincial legislation, without written authorization from the appropriate provincial agency.
 - (ii) No use shall produce odour, glare, or noise that creates a nuisance.
 - (iii) There shall be no outdoor storage of toxic, noxious, explosive, odorous, or radio-active materials.
 - (iv) Only one residential security operator unit is permitted on a site.
- (b) In addition to the regulations listed above, other regulations may apply, including but not limited to:
 - (i) Section 7 General Development Regulations,
 - (ii) Section 8 Landscaping and Screening Regulations, except as modified within the CD-16 zone,
 - (iii) Section 9 Parking and Loading Regulations, except as modified within the CD-16 zone,
 - (iv) Section 10 Specific Use Regulations, and
 - (v) Section 11 Signs

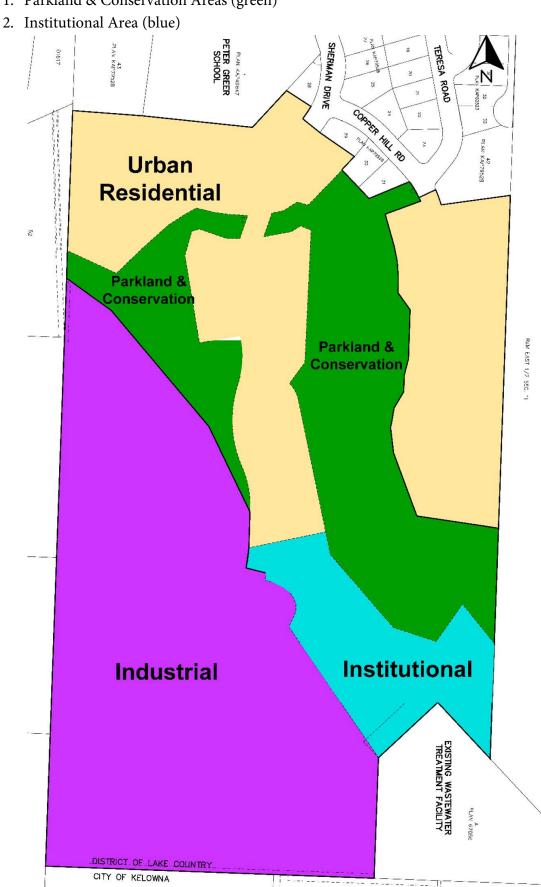
Schedule B to Bylaw 1285, 2025





Areas to be Dedicated to the District of Lake Country

1. Parkland & Conservation Areas (green)



Report to Council





To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Philippa Harding, Manager of Corporate Administration

Department: Corporate Services

Title: 2025 Grant-in-Aid Application-GIA2025-002 Lake Country Community Fridge

Description: Grant-in-Aid application for Lake Country Community Fridge

RECOMMENDATION

THAT the Grant-in-Aid request from Lake Country Community Fridge in the amount of \$2,000 to assist with ongoing costs including food, structure needs and maintenance, be approved.

DISCUSSION/ANALYSIS

Council has an annual Grant-in-Aid budget (Grants to Community Organizations) of \$7,000. Funds are allocated to recipients with standing resolutions for annual grants and then on a first come, first serve basis. Annual recipients receive \$2,000 to 3,000 (depending on the Rotary Fundraiser amount) each year leaving \$4,000 to \$5,000 for distribution.

| 2025 ANNUAL RECIPIENTS | AMOUNT | RESOLUTION |
|--|------------|------------|
| GESS Dry Grad | \$500.00 | 07.05.235 |
| Rotary Fundraiser Facility Rental (varies each year, maximum \$1500) | \$845.25 | 08.11.506 |
| Oyama Fun Days | \$500.00 | 10.05.226 |
| Lake Country Native Association (LCNA) Pow Wow | \$500.00 | 05.05.198 |
| TOTAL USED | \$2,345.25 | |
| AVAILABLE FOR DISTRIBUTION | \$4,654.75 | |

In 2024 Council approved 2 Grant-in-Aid applications in addition to the annual grant recipients:

| FILE NUMBER | RECIPIENT | AMOUNT | RESOLUTION |
|-------------|---|---------|-------------|
| GIA2024-002 | Lake Country Community Fridge | \$2,000 | 2024-06-128 |
| GIA2024-003 | Lake Country Judo and Martial Arts Club | \$999 | 2024-06-128 |
| | TOTAL | \$2,999 | |

One (1) Grant-in-Aid application has been received for 2025 funds. The Lake Country Community Fridge is requesting \$2,000 to assist with ongoing costs associated with the project, the majority of which will be food and other necessities, but may also include other items the structure needs, such as mini heaters and maintenance.

| FILE NUMBER | RECIPIENT | AMOUNT |
|-------------|-------------------------------|---------|
| GIA2025-002 | Lake Country Community Fridge | \$2,000 |
| | TOTAL REQUESTED | \$2,000 |

Grant-in-Aid Policy 175, 2019 specifies that applications are intended to provide funding for a program, short-term undertaking with a completion date or an event with a start and finish date (and can be an annual event). When initially contemplated, such grants were generally intended for events such as the Lake Country car show or a community event such as Oyama Fun Days or the GESS Dry Grad. The policy requires programs or events to be within District boundaries, open to the general public and have free or nominal admission. Nonetheless, section 1.3 of the policy allows Council to approve applications that do not adhere to the policy but have merit in terms of community value and involvement.

The Lake Country Community Fridge is located within Lake Country and supports Lake Country residents.

APPLICABLE LEGISLATION, BYLAWS AND POLICY

Grant-in-Aid Policy 175, 2019 (Attached) establishes guidelines for grants provided by the District. Several of the key principles and eligibility requirements include:

- Council, at its discretion, may provide grants to groups or organizations that Council considers enhance or contribute to the projects, residents or facilities of Lake Country.
- Council may not provide any form of assistance to a business.
- Council may consider applications that do not adhere to this policy but have merit in terms of community value and involvement.
- Receipt of a grant does not guarantee funding in the future.
- applications for grants-in-aid over \$1,000 must be from a Registered Organization with proof of registration.

Section 8 of the *Community Charter*, Fundamental Powers sets out that a municipality has the right to provide assistance except to a business. Business is any undertaking, professional, personal, or other services for the purpose of gain or profit.

| | ICIA | | | |
|--|------|--|--|--|
| | | | | |
| | | | | |
| | | | | |

| □ None | □ Budget Previously Approved | Other (see below) |
|----------------------|------------------------------------|--|
| The \$7,000.00 Grant | in-Aid budget contains currently h | as \$4,654.75 available for distribution |

ALTERNATE RECOMMENDATION(S)

1. THAT the Grant-in-Aid request from Lake Country Community Fridge in the amount of \$X,XXX.XX to assist with ongoing costs including food, structure needs and maintenance, be approved.

Respectfully Submitted.

Philippa Harding, Manager of Corporate Administration

Report Approval Details

| Document Title: | 2025 Grant-in-Aid Application-GIA2025-002.docx |
|----------------------|---|
| Attachments: | - Grant-in-Aid Policy 175, 2019.pdf - LC Community Fridge 2025 Grant-in-Aid-Application Redacted.pdf |
| Final Approval Date: | Jul 3, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Task assigned to Reyna Seabrook, Director of Corporate Services was completed by workflow administrator Philippa Harding, Manager of Corporate Administration

Reyna Seabrook, Director of Corporate Services - Jun 23, 2025 - 2:38 PM

Trevor James, CFO, Director of Finance & Administration - Jun 24, 2025 - 9:39 AM

Paul Gipps, Chief Administrative Officer - Jul 3, 2025 - 7:11 AM

Makayla Ablitt, Legislative & FOI Coordinator - Jul 3, 2025 - 9:55 AM



Grants-in-Aid Policy 175, 2019

District of Lake Country

10150 Bottom Wood Lake Road Lake Country, BC V4V 2M1 t: 250-766-5650 f: 250-766-0116

lakecountry.bc.ca

Date

The following was adopted as Policy by **Resolution No. 20.03.050** at the **Regular Council Meeting** held on **March 17, 2020.**

This policy was amended as follows:

| Amendment Date | Resolution No. | Summary of Amendment |
|----------------|----------------|--|
| 2021-04-06 | 21.04.060 | Add section 8, Community Engagement Grant |
| 2025-04-15 | 2025-04-100 | Amend and update Community Hall Capital Funding. |
| | | Add Athletic and Sporting Events section. |

Purpose

This Policy establishes grant categories, eligibility requirements, application criteria and reporting back requirements for grant funding provided by the District of Lake Country (the "District").

Policy

1. PRINCIPLES

- 1.1. Council, at its discretion, may provide grant funds to groups or organizations that Council considers enhance or contribute to the projects, residents or facilities of Lake Country.
- 1.2. Council may not provide any form of assistance to a business.
- 1.3. Council may consider applications that do not adhere to this policy but have merit in terms of community value and involvement.
- 1.4. Receipt of a grant does not guarantee funding in the future.
- 1.5. Failure to comply with this policy and any subsequent requests of Council may result in denial of future grant requests.
- 1.6. Incomplete applications will not be accepted and receipt of a complete application does not guarantee funding.
- 1.7. All funds must be used for the purpose specified in the application. Failure to do so may result in the District requesting the return of funds.
- 1.8. All funding shall be by approved by Council resolution or budget approval.

Policy 175, 2019 Page | 2

- 1.9. Applications are ineligible for grants if:
 - (a) they are a business, defined as carrying on a commercial or industrial activity or undertaking of any kind and providing professional, personal or other services for the purpose of gain or profit
 - (b) they have outstanding debts or other obligations to the District;
 - (c) the grant is fundraising for a specific individual, except where the application is for an individual applying for athletic or Sporting Events Grant;
 - (d) the funds are for assistance with prior expenses or for deficit reduction;
 - (e) the funds are for acquisition of real property;
 - (f) the event, project or program is:
 - (i) focused on attracting a limited or special interest audience;
 - (ii) excludes anyone by reason of religion, ethnicity, gender, age, sexual orientation, language, disability or income; or
 - (iii) reproduces local government or agency mandates, except where there is an established need.

2. **DEFINITIONS**

Business means carrying on a commercial or industrial activity or undertaking of any kind, and providing professional, personal or other services for the purpose of gain or profit.

Capital costs are fixed one-time expenses incurred on or for physical assets or the equipment used in the rendering of services including design and engineering services where necessary.

Community Group includes voluntary groups, neighbourhood associations, service clubs or other groups of individuals that are not registered with BC Corporate Registry, operate with no constitution or bylaws or any paid staff, have a banking account in the group's name, have been operating for at least one year and provide programs, projects or capital expenditures that positively and directly impact Lake Country residents.

In-Kind Services means the provision of service for no cost, including labour or equipment but not rental fee waivers. In-kind services will not be considered a reimbursable expense.

Local means operating within the municipal boundaries of the District of Lake Country or in the case of a group or organization, 60% or more of the members or participants are residents of the District of Lake Country.

Registered Organization includes an organization, a society, a non-profit or not-for profit organization, an association, a registered charity, a cooperative or other group, either incorporated or unincorporated, registered with the BC Corporate Registry.

Registered Charity means charitable organizations, public foundations, or private foundations that are created and resident in Canada. They must use their resources for charitable activities and have charitable purposes that fall into one or more of the following categories: the relief of poverty, the advancement of education, the advancement of religion, or other purposes that benefit the community.

Non-profit or not-for profit organizations means associations, clubs or societies that are not charities and are organized and operated exclusively for social welfare, civic improvement, pleasure, recreation, or any other purpose except profit.

Society or societies includes non-profit or not—for profit corporations or organizations and means a group that is formed for any lawful purpose or purposes, including agricultural, artistic, benevolent, charitable, educational, environmental, patriotic, philanthropic, political, professional, recreational,

Policy 175, 2019 Page | 3

religions, scientific, social or sporting purposes. A society must not have, as one of its purposes, the carrying on of a business for profit or gain but carrying on a business to advance or support the purposes of as society is not prohibited.

3. GRANT-IN-AID

- 3.1. Grants-in-aid are funding for a program, short term undertaking with a completion date or an event with a start and finish date (may be an annual event). Programs or events must be within District boundaries, be open to the general public and have free or nominal admission.
- 3.2. Grants-in-aid do not include Fee Waivers or capital projects as set out under this Policy.
- 3.3. Applications for grants-in-aid must:
 - (a) include a written application;
 - (b) provide a budget;
 - (c) ensure Lake Country residents, projects or facilities are the primary beneficiaries of any approved funding.
- 3.4. Applications for grants-in-aid over \$1,000 must meet the requirements of 3.3 and:
 - (a) be from a Registered Organization with proof of registration;
 - (b) provide financial statements;
 - (c) indicate any grants received or requested for the same purpose;
 - (d) indicate if a permissive tax exemption has been received from the District;
 - (e) within 90 days of the event provide:
 - (i) an event budget;
 - (ii) a declaration from an authorized signatory that funds were used as per the application;
 - (iii) an evaluation of how the event benefitted Lake Country projects, residents or facilities.

4. ATHLETIC AND SPORTING EVENTS GRANTS

- 4.1. Athletic and Sporting Events Grants are intended to support individual athletes that live in the District of Lake Country and sport organizations that operate within the District of Lake Country boundaries, that incur travel-related expenses while participating in high-level sporting events. Notwithstanding section 1.9 (c) applications may be considered for a specific individual.
- 4.2. For the purpose of this section, a high-level sporting event is a provincial, national, world, Olymic, majorgames, or Western Canadian, event.
- 4.3. In order to apply for a grant-in-aid under the Athletic and Sporting Event section:
 - (a) the sport must be identified under the National Sport Organization of Canada;
 - (b) the event must be a high-level sport event as identified in 4.2;
 - (c) the athlete or majority of the team members (more than 50%) must be residents of Lake Country;
 - (d) funds must only be used for event related expenses including travel, registration fees, transportation, meals and accommodations.
- 4.4. Where a grant is approved, the District is under no obligation to provide the funding in accordance with event payment schedules. Applicants are responsible for all event related expenses and may be reimbursed for costs through the grant application.

Policy 175, 2019

4.5. The maximum allocation for Athletic and Sporting Events Grants will be \$500 to any one athlete per calendar year and \$1,000 to any one team per calendar year.

5. FEE WAIVER

- 5.1. Fee Waivers are when rental fees for District owned facilities, as set out in District bylaws, as amended from time to time, are reduced or waived.
- 5.2. Applications for fee waivers must:
 - (a) include a written application;
 - (b) provide a budget;
 - (c) ensure the residents, projects or facilities of Lake Country are the primary beneficiaries of any approved funding;
 - (d) include a rental facility quote including the date of use;
 - (e) enter into a standard rental contract;
 - (f) provide insurance coverage at their own expense; AND
 - (g) be responsible for any additional fees or taxes.
- 5.3. Applications for fee waivers over \$1,000 must meet the requirements of 4.2 and:
 - (a) be from a Registered Organization with proof of registration;
 - (b) provide financial statements;
 - (c) indicate any grants received or requested for the same purpose;
 - (d) indicate if a permissive tax exemption has been received from the District;
 - (e) within 90 days of the event provide:
 - (i) an updated budget;
 - (ii) a declaration from an authorized signatory that funds were used as per the application;
 - (iii) an evaluation of how the event benefitted Lake Country projects, residents or facilities.
- 5.4. Applications for fee waivers related to Arts and Culture shall first apply to the Lake Country Arts Council prior to applying to Council.

6. OPERATING GRANTS

- 6.1. Operating Grants are the multi-year provision of funds to assist with a group's general operating expenses such as facility development, administrative costs or program-related expenses. Operating Grants provide on-going funding for continuing organizations that Council determines provide benefit to the community.
- 6.2. Operating Grants are funded separately from the Grant-in-Aid budget and must be approved through Council's budget deliberations each year or by Council resolution.
- 6.3. Receipt of an Operating Grant in no way confers any of the recipient's rights, responsibilities or obligations to the District.
- 6.4. Recipients of Operating Grants shall enter into an agreement with the District setting out the requirements for use of funds and reporting back conditions or other Council identified requirements. The Chief Financial Officer and Corporate Officer are authorized to sign Operating Grant agreements.
- 6.5. Operating Grants shall be for a term no longer than 4 years and coincide with Council's term, if possible and where applicable.

Policy 175, 2019 Page | 5

- 6.6. Operating grants must:
 - (a) be local;
 - (b) be from a Registered Organization with proof of registration;
 - (c) provide financial statements prior to October 31 of each year;
 - (d) enhance or contribute to the projects, residents or facilities of Lake Country;
 - (e) indicate any grants received or requested for the same purpose;
 - (f) indicate if a permissive tax exemption has been received from the District;
 - (g) have fulfilled all reporting requirements for any previous District provided funding; present a summary on use and benefits of funding to Council prior to October 31 of each year;

7. COMMUNITY HALL CAPITAL FUNDING

- 7.1. Each year, the District will allocate capital funds within the budget for each of the Okanagan Centre Hall, Oyama Community Hall and Winfield Community Hall. These funds will be available to each Hall in accordance with this Policy.
- 7.2. Funds are to be used for the purpose of assisting with capital improvements and replacements.
- 7.3. Community Hall representatives may request funds any time throughout the year by submitting a request in writing that includes:
 - (a) A detailed explanation of the proposed project;
 - (b) A project budget that identifies all funding sources including any grants received or requested for the same purpose;
 - (c) Financial statements for the organization
 - (d) A current and next year's capital improvement plan with costs and funding sources;
 - (e) Proof of the Community Hall being in good standing as a Registered organization.
- 7.4. In the event a Community Hall does not use the full annual amount, the funds will be added to the next year's annual available amount.
- 7.5. Recipients of the Community Hall Capital Funding will:
 - (a) Use competitive quotes or bid processes when required to do so by the District;
 - (b) Have all volunteer or in-kind labour supervised or performed by a contractor;
 - (c) Within 90 days of completion of the project provide an update on the use of the funds and a declaration from an authorized signatory that funds were used in accordance with this policy;
 - (d) Provide copies of all receipts if requested; Seek all potential sources of funding and not to become solely dependent upon District funding for capital improvements. Seek all potential sources of funding and not to become solely dependent upon District funding for capital improvements.

8. LETTER OF SUPPORT FOR GRANT APPLICATIONS

- 8.1. Community Groups and Registered Organizations may request letters of support from the District of Lake Country Council to aid in external grant or sponsorship applications. Letters of support shall be approved by Council resolution.
- 8.2. The District shall not provide its business number to organizations for use in grant or sponsorship applications unless through a joint application with the District and approval from Council.

9. COMMUNITY ENGAGEMENT GRANT

Policy 175, 2019

9.1. Community Engagement Grants are funds available to Registered Organizations or Community Groups to assist with capital projects that directly enhance or contribute to projects, residents or facilities of Lake Country. Registered Organizations must provide proof of registration and Community Groups must provide proof of a banking account in the group's name and that they have been operating for at least one year.

- 9.2. Priority will be determined based on need, funding sources, projects that align with District Master Plans, strategic priorities or polices and staff time, resources and workload required to administer or oversee the project.
- 9.3. Where applications require District staff to administer a project:
 - (a) Council will consider the impact on staff time, resources and workload;
 - (b) Staff will determine the timeline for approved projects.
- 9.4. Where applications are to be administered by the applicant, the District will provide staff time to oversee the project, at the sole discretion of staff.
- 9.5. Applications for public art projects will not be considered as Community Engagement Grants.
- 9.6. All assets resulting from Community Engagement Grants will become and remain the property of the District unless otherwise indicated and agreed upon.
- 9.7. Council may recommend that applications be forwarded to a Council Committee prior to approval.
- 9.8. Community Engagement Grants must:
 - (a) Contribute to the project whether financial or in-kind;
 - (b) be from a Registered Organization or Community Group as per Section 8.1.;
 - (c) use funds for capital improvement costs;
 - (d) directly enhance or contribute to the projects, residents or facilities of Lake Country;
 - (e) enter into an agreement with the District;
 - (f) provide current financial statements and/or a project budget;
 - (g) identify all funding sources;
 - (h) identify any operational costs required after completion of the project and the intended funding;
 - (i) use a competitive quote or bidding process when required by the District;
 - (j) have all volunteer or in-kind labour supervised or performed by a contractor;
 - (k) use a qualified design professional when required by the District;
 - (I) where the District is not administering the project, within 90 days of completion of the project:
 - (i) provide written certification from an authorized signatory that funds were used in accordance with the application;
 - (ii) provide copies of all receipts;
 - (iii) provide a revenue and expenditure statement;
 - (iv) return unused funds to the District if requested.
- 9.9. Applications must include:
 - (a) a summary of the project;
 - (b) a budget including funding sources;
 - (c) details of contributions;
 - (d) a schematic or drawing;
 - (e) timelines for completion;
 - (f) description of the group involved;
 - (g) description and proof of ownership of the land where the project is be located.

Policy 175, 2019

| Original signed by James Baker | Original signed by Reyna Seabrook |
|----------------------------------|-----------------------------------|
| Mayor | Corporate Officer |
| | |
| April 6, 2021 Amendment signed: | |
| | |
| Original signed by James Baker | Original signed by Reyna Seabrook |
| Mayor | Corporate Officer |
| | |
| April 15, 2025 Amendment signed: | |
| | |
| Original signed by Blair Ireland | Original signed by Reyna Seabrook |
| Mayor | Corporate Officer |



Grant in Aid Application

District of Lake Country

10150 Bottom Wood Lake Road Lake Country, BC V4V 2M1 t: 250-766-5650 f: 250-766-0116 admin@lakecountry.bc.ca

Please read Grant in Aid Policy 175, 2019 for complete details.

| ELIGIBILIT | Y CHECKLIS | Т | | | | | | | |
|--|--|----------------|------------|--|--------------|----------|---------------|-------|------|
| | | | | gibility Checklist in order to nough Council will be advise | | | | | YES, |
| (a) Have | you applied | to the Lake (| Country | Arts Council for funding? | | | | Yes 🖵 | No 🔳 |
| (b) Is you | r organizat | ion a business | s or com | nmercial enterprise? | | | | Yes 🖵 | No 💂 |
| (c) Does the organization have any outstanding debts or other obligations to the District? | | | | | Yes 🖵 | No 🗖 | | | |
| (d) Is the application fundraising for a specific individual? | | | | | Yes 🖵 | No 🗖 | | | |
| (e) Are th | e funds to | assist with pr | ior expe | enses or deficit reduction? | | | | Yes 🗖 | No 🔳 |
| (f) Are th | ne funds for | acquisition o | of real pr | roperty? | | | | Yes 🗖 | No 🗖 |
| (g) Is the | event, proj | ect or progra | m focus | sed on a limited or special i | interest a | audience | ? | Yes 🖵 | No 🗖 |
| | | | | pecial interest audience, ex l orientation, language, disa | | | | Yes 🗖 | No 🗖 |
| (i) Does | the event r | eproduce loca | al goveri | nment or agency mandates | i? | | | Yes 🗖 | No 🔳 |
| | | | | | | | | | |
| APPLICAN | APPLICANT INFORMATION | | | | | | | | |
| Date of application: June 3, 2025 | | | | | | | | | |
| Name of Group: Lake Country Community Fridge | | | | | | | | | |
| Contact Pe | act Person: Jackie Goode | | | | | | | | |
| Address: | Lake C | ountry | | | | | | | |
| Phone: | | | | | Cell: | | | | |
| Email: | Iccfridge | @gmail.con | n | | | I | | | |
| | UNDING RE | | | | | | | | |
| | n aid up to | | | Grant in aid over \$100 | 00 | | ☐ Operating G | rant | |
| ☐ Rental fee waiver up to \$1000 ☐ Rental fee waiver over \$1000 ☐ Community | | | | ☐ Community | / Hall Grant | | | | |
| What amount of funding are you applying for? \$2,000 | | | \$2,000 | | | | | | |
| EVENT/PROJECT/PROGRAM | | | | | | | | | |
| - | Name/description of event/project/program: The Lake Country Community Fridge relies 100% on volunteer and donor efforts, as well as sponsor support. Our goal is to provide barrier-free, direct access to food to those facing food insecurity in our community. | | | | | | | | |
| Date of ev | Date of event/rental: Ongoing initiative | | | | | | | | |

Grant in Aid Application Page 2

| GRANT IN AID AND RENTAL FEE WAIVER UP TO \$1000 | GRANT IN AID | RENTAL FEE WAIVER | |
|--|--------------|----------------------|--|
| Written application, including: a. summary of request b. how the funds will be used c. how you will ensure the residents, projects or facilities of Lake Country are the primary beneficiaries of any approved funding d. description of your organization | Attach | Attach | |
| 2. Project budget | Attach | Attach | |
| 3. Rental facility quote including date of use | N/A | Attach | |
| 4. Enter into a standard rental contract | N/A | Initial: | |
| 5. Provide insurance at your own expense | N/A | Initial: | |
| 6. Responsible for any additional fees or taxes other than the rental fee | N/A | Initial: | |
| GRANT IN AID OR RENTAL FEE WAIVER OVER \$1000 all of the above, plus the following: | | | |
| 7. Your organization must be registered with the BC Corporate Registry. | | | |
| 8. Have you received a permissive tax exemption from the District? | | | |
| 9. Have you received or requested any other grants for the same purpose from any other organizations of levels of government? If yes, attach amounts requested and received. | | | |
| 10. Financial Statements | | Attach | |

| COMMUNITY HALL GRANT FOR CAPITAL PROJECTS ONLY | | | | | |
|--|----------|--|--|--|--|
| 1. Oyama Community Hall Okanagan Centre Hall Winfield Memorial H | all | | | | |
| 2. Description of project and its benefits | Attach | | | | |
| 3. Proof of registration with BC Corporate Registry | Attach | | | | |
| 4. A competitive quote or bidding process will be used if required by the District | Initial: | | | | |
| 5. All volunteer or in-kind labour will be supervised or performed by a contractor | Initial: | | | | |
| 6. Financial Statements | Attach | | | | |
| 7. Project budget identifying all funding sources Attach | | | | | |
| . Current and next year capital improvement plans including costs and funding sources Attach | | | | | |

REPORTING BACK REQUIREMENTS

Grant in aid and fee waiver recipients of over \$1000 must, within 90 days of the event/project, submit:

- an updated budget (revenue and expenditures);
- declaration from an authorized signatory that funds were used as per the application; and
- an evaluation of how the event benefitted Lake Country projects, residents or facilities.

SUBMIT APPLICATION AND ALL ATTACHMENTS TO the Corporate Services Manager at admin@lakecountry.bc.ca

Grant in Aid Application - Lake Country Community Fridge

June 3, 2025

Summary of request

On behalf of the Lake Country Community Fridge, I am requesting \$2,000 from the District of Lake Country, which is the same amount that was granted to us last year.

How the funds will be used

The funds we receive will be used towards ongoing costs associated with the project, the majority of which will be food and other necessities, but may also include other items the structure needs, such as mini heaters, maintenance, etc.

How you will ensure the residents, projects or facilities of Lake Country are the primary beneficiaries of any approved funding

Being centrally located in Lake Country, the Community Fridge benefits the community by allowing volunteers and those who donate food to help others in the community; and providing direct access to food to community members in need.

Description of your organization

The Lake Country Community Fridge, a mutual aid, 100% volunteer-run initiative opened its doors October 9, 2021. The structure contains a fridge/freezer and pantry area, and is reliant on grants and monetary donations, volunteers, and community members to provide food donations and to use the fridge.

Mutual aid is a form of solidarity-based support, in which communities unite against a common struggle, rather than leaving individuals to fend for themselves.

Open 24/7, the Community Fridge is located on the West-facing side of the Winfield United Church at 3751 Woodsdale Road.

There are many people in our community that face food insecurity - individuals, couples, seniors, and families with children. They may get help from other organizations, such as the Food Bank, but sometimes it's not enough. While others may not qualify for the Food Bank, or don't have a desire to get help from the Food Bank. Due to the high cost of living in the Okanagan, some people need to make tough decisions on where to spend their money - rent, utilities or food.

#7 Your organization must be registered with the BC Corporate Registry.

Apparently community fridges aren't required to be registered with the BC Corporate Registry, as they are community projects.

#9 Have you received or requested any other grants for the same purpose from any other organizations or levels of government? If yes, attach amounts requested and received.

This calendar year, we have requested the following grant:

• \$500 Mennonite Central Committee grant (have not yet received)

Please note all other funds received thus far are from sponsorships (not grants).



Report to Council

District of Lake Country

To: Mayor and Council Meeting Date: July 8,2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Ruth Sulentich, Economic Development and Public Engagement Specialist

Department: Parks, Recreation and Culture

Title: UBCM Community Excellence Award Submission

Description: Submission of application for consideration in the category of Excellence in Governance

RECOMMENDATION

THAT staff be directed to submit an application for the 2025 UBCM Community Excellence Awards for the District's communication and engagement regarding financial plans and taxation increases.

EXECUTIVE SUMMARY

The Community Excellence Awards recognize and celebrate UBCM member First Nations and local governments that have implemented projects or programs that go above and beyond in meeting the purposes of local government in BC. The awards are intended to showcase outstanding initiatives and share them with other members to implement in their own communities.

The awards are open to all local government and First Nation members of UBCM and are awarded in four categories. The UBCM Presidents Committee will also present one community with the Presidents Committee Choice Award. This award recognizes an outstanding, unique and/or special project chosen from all the submissions received. In order for Lake Country to submit an application a Council Resolution is required before August 15, 2025.

DISCUSSION/ANALYSIS

In 2023 new and unique ways of communicating and engaging with the community, about financial plans and taxation increases, were developed and have been put into place for subsequent budgets. Tools such as Let's Talk – Lake Country, On-line Q&A, "You-Asked" Series, Citizen's Bulletin and in person & online engagement. These tools continue to evolve with the needs of the community making Lake Country an example for other communities to reference for their yearly budget engagements with the community.

The award category that the application will be submitted under:

Excellence in Governance - Governance processes or policies that are outcomes-based and consensus oriented; that support and encourage citizen participation in civic decision-making; are efficient, equitable and inclusive, open and transparent; and exemplify best practices in accountability, effectiveness, and long-term thinking.

FINANCIAL IMPLICATIONS

| | □ Budget Previously Approved | □ Other (see below) |
|--|------------------------------|---------------------|
|--|------------------------------|---------------------|

COMMUNICATION

The Community Excellence Awards Ceremony will take place during the 2025 UBCM Convention.

ALTERNATE RECOMMENDATION(S)

1. THAT an application not be submitted for the 2025 UBCM Community Excellence Awards.

Respectfully Submitted.

Ruth Sulentich, Economic Development and Public Engagement Specialist

Report Approval Details

| Document Title: | UBCM Community Excellence Award Submission.docx |
|----------------------|---|
| Attachments: | |
| Final Approval Date: | Jul 2, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Trevor James, CFO, Director of Finance & Administration - Jul 2, 2025 - 5:45 AM
Reyna Seabrook, Director of Corporate Services - Jul 2, 2025 - 2:15 PM
Paul Gipps, Chief Administrative Officer - Jul 2, 2025 - 3:39 PM
Makayla Ablitt, Legislative & FOI Coordinator - Jul 2, 2025 - 3:43 PM



Report to Council

District of Lake Country

To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Lauren Sanbrooks, Grant Funding Specialist

Department: Finance & Administration

Title: 2024 Grants Summary

Description: A summary of the 2024 Grants.

RECOMMENDATION

For Information.

EXECUTIVE SUMMARY

The District of Lake Country actively pursues external grant funding to support capital and operational projects, reducing reliance on local taxation. In 2024, the District submitted 23 applications totaling \$12.58 million and secured 17 grants worth \$6.8 million, including \$5.55 million for the Beaver Lake Intake Tower Replacement. The grant process is a coordinated effort across multiple departments, requiring collaboration, expertise, and ongoing project alignment. Grants are cyclical and competitive, with results varying each year depending on factors such as elections, economic conditions, and policy changes. Successful applications may require adjustments to the Financial Plan, particularly when funding shifts the timing or scope of projects. In 2025, the District will continue to actively search for and apply to a wide range of grant opportunities, while building strong connections with funding agencies and learning from past applications. The Grant Funding Specialist, with support from staff across the District, will continue to work collaboratively to identify, secure, and manage grants that advance key projects and Strategic Priorities.

DISCUSSION

The District of Lake Country actively pursues external funding to support both capital and operating projects. This includes grants from federal and provincial governments, associations, foundations, and other funding bodies. These funds are vital for expanding the District's capacity beyond what can be achieved through local taxation alone. Grants contribute significantly to delivering key projects and reducing pressure on the municipal budget. Pursuing both large and small grants is essential. Large grants often support major infrastructure and long-term goals, while smaller grants can fund local initiatives that have a more immediate impact in the community.

The District operates in a continuous cycle of grant planning, application, and management. Once funding is approved, strong coordination is required to meet deadlines, track budgets, and complete mandatory reporting. A clear, cooperative approach across Departments ensures the District remains responsive and competitive in a limited and, often, time-sensitive funding environment.

2024 Grant Highlights

In 2024, the District actively pursued external funding opportunities across a range of government and non-government sources. A total of 23 grant applications were submitted, seeking approximately \$12.58 million in funding. 17 grants were awarded, totaling \$6,838,814.97 In addition, the District was directly allocated \$1.472 million in grant funding. This funding includes the Community Works Fund, Small Community Protection Grant, Okanagan Basin Water Board Sewage Facilities Assistance, Local Government Climate Action Program, and Capacity Funding for Local Government Housing Initiatives. A summary of all the successful applications is included in Attachment A. A few District projects that were awarded significant grants in 2024 are noted below:

Project: Beaver Lake Intake Tower Replacement

Two significant grants were secured for the Beaver Lake Intake Tower Replacement project. The project involves reconstruction of the Beaver Lake earth fill dam and water intake structure, which have reached the end of their life. Climate adaptation components will be incorporated, including automation of water releases to promote water conservation, advanced alerting to provide notice of dam breaches due to floods, accessing our full licensed storage. This project ensures a reliable water supply for residents, agriculture, and environmental conservation efforts.

- The District was successful in securing \$4,550,000 through the UBCM Community Emergency
 Preparedness Fund (CEPF) Disaster Risk Reduction—Climate Adaptation (DRR-CA) program for the
 reconstruction of the dam and intake structure at Beaver Lake. The CEPF Provincial funding stream
 is intended to support eligible applicants in reducing risks from future disasters.
- The District was successful in securing **\$1,000,000** through the *Agricultural Water Infrastructure Program (AWIP)* for the reconstruction of the dam and intake structure at Beaver Lake. The Agricultural Water Infrastructure Program is funded by the Ministry of Agriculture & Food and is delivered by the Investment Agriculture Foundation of BC. Through this program, the Government of BC seeks to see improvements to stream flows, fish populations, and an increased and more sustainable food production.

Project: Lodge Road Rail Trail

• The District was successful in securing \$500,000 through the *B.C. Active Transportation Infrastructure Grants Program* for the active transportation improvements near and part of Lodge Road improvement project. The funding supports enhanced active transportation features including new curb and sidewalk, improved access to transit and transit stops, a reconfigured intersection at Sherman Drive to improve pedestrian safety and upgrades the Okanagan Rail Trail with a paved, all-season surface to provide a safe, accessible, and fully separated cycling and walking connection. The B.C. Active Transportation Infrastructure Grants Program, funded by the Ministry of Transportation and Infrastructure, provides cost-sharing opportunities for network planning grants and infrastructure grants. Funding from these grant programs supports the development and upgrading of active transportation infrastructure for all ages and abilities.

Project: FireSmart

• The District successfully secured **\$200,000** through the UBCM *Community Resiliency Investment Program - FireSmart Community Funding and Supports.* This program supported several FireSmart initiatives, including neighbourhood green recycling bins, home assessments, public education, critical infrastructure assessments, a structure protection unit, and the development of the Community Wildfire Resiliency Plan. The *FireSmart Community Funding and Supports program*, funded by Province, provides funding to local governments and First Nations in BC to increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire.

2025 Grants Management

In 2025, the District will continue to take a proactive and strategic approach to grant management. This includes building and maintaining strong relationships with funding agencies, seeking out unique or emerging grant opportunities, and subscribing to a wide range of funding resources and alerts. Staff will also follow up with grant providers to gain feedback on unsuccessful applications, helping to strengthen future submissions.

The Grant Funding Specialist plays a key role in identifying, overseeing, and applying for funding opportunities that align with District Strategic Priorities and project goals. However, the success of securing, managing, and delivering grants is made possible through the dedication and collaboration of numerous staff across the District. Collective expertise, coordination, and hard work are essential to the effective implementation of grant-funded projects.

The District has and will continue to actively pursue grant opportunities in 2025 that support its Strategic Priorities, align with master plans, and support both capital and operational projects.

APPLICABLE LEGISLATION, BYLAWS AND POLICIES

District of Lake Country Strategic Priorities 2022

Support Opportunities to Diversify Lake Country's Tax Base.

2021-2038 Official Community Plan

23.1.6a. Pursue infrastructure grants from senior levels of government to lessen the impact on local property taxation and user fees.

FINANCIAL IMPLICATIONS

| \square None | ☐ Budget Previously Approved | ○ Other (see below) |
|----------------|---|--|
| In 2024, the | District secured 17 grants worth \$6,838,81 | 4.97 million. In addition, the District was directly allocated |
| \$1.472 millio | on in grant funding. | |

Grant funding is cyclical and competitive, and the amount awarded to the District can vary from year to year. Some years see increased funding success, while others result in fewer approvals. External factors—such as government changes (including the 2025 federal election), policy shifts, economic conditions, tariffs, and evolving program criteria—can all affect funding availability and program structures.

When grants are successful, changes to the District's Financial Plan may be required to reflect new funding streams or revised project timelines. In some cases, a successful grant application may accelerate the delivery of a project or shift its timing to meet the requirements of the funding program. Flexibility in financial and project planning is therefore essential to maximizing grant opportunities.

COMMUNICATION

This application was referred to internal departments.

Respectfully Submitted.

Lauren Sanbrooks, Grant Funding Specialist

Attachment A – Grant Management – 2024 Grant Summary



Grant Management – 2024 Grant Summary

| Grant Status | Definition | Value of Grants |
|--------------------------------|---|-----------------|
| 17 Grants Awarded ¹ | Refers to grants that were approved and awarded in 2024. | \$ 6,838,814.97 |
| 5 Grants Allocated | Refers to direct allocations and/or annually allocated funding that the District was awarded in 2024. ² Applications are not required. | \$ 1,472,763 |
| TOTAL | | \$ 8,311,577.97 |

2024 Grants Awarded

| Project | Government | Program | Description | Department | Amount |
|---|---|---|--|--|-------------|
| Beaver Lake | UBCM | Disaster Risk Reduction – Climate Adaptation | Reconstruction of dam in intake structure at Beaver Lake. | Engineering & Environmental Services | \$4,550,000 |
| Intake Tower Replacement | Investment Agriculture Foundation of BC | Agricultural Water Infrastructure Program | Reconstruction of dam in intake structure at Beaver Lake. | Engineering & Environmental Services | \$1,000,000 |
| | | _ | | | |
| Hazard Risk and Vulnerability Assessment | UBCM | Disaster Risk Reduction – Climate Adaptation | A Climate Change Hazard, Risk, and Vulnerability Assessment (HRVA) using GIS and climate data to assess risks from wildfires, floods, and heatwaves. | Engineering & Environmental Services | \$150,000 |
| | I . | | | | I |
| Beaver Lake Chain and Vernon Creek Water | Investment Agriculture Foundation of BC | Agricultural Water Infrastructure Program | Feasibility and environmental impact assessment for improved environmental flows in Middle Vernon Creek through infrastructure solutions. | Engineering & Environmental Services | \$75,000 |
| Management Plan (Phase 3) | Okanagan Basin Water Board | Water Conservation and Quality Improvement | Engagement associated with the Beaver Lake Chain and Vernon Creek Water Management Plan. | Engineering & Environmental Services | \$30,000 |

 $^{^{\}rm 1}$ Note – Includes two successful regional grant applications.

² Note - Funding inclusive of the Community Works Fund, Small Community Protection Grant, Okanagan Basin Water Board Sewage Facilities Assistance, Local Government Climate Action Program, and Capacity Funding for Local Government Housing Initiatives.

| | Provincial - Ministry of Municipal Affairs | Infrastructure Planning Grant Program | Feasibility and environmental impact assessment for improved environmental flows in Middle Vernon Creek through infrastructure improvements. | | \$10,000 |
|--|--|---|--|--|-----------|
| Project | Government | Program | Description | Department | Amount |
| Wood Lake – What's at Stake and What We Can do About it | Okanagan Basin Water Board | Water Conservation and Quality Improvement | Comprehensive review of Wood Lake studies and data modeling to develop a pre-European Indigenous baseline for Wood Lake, its current condition and its trajectory. (This was part of the Water Management Plan). | Engineering & Environmental Services | \$25,000 |
| | | | | | |
| Lodge Road Rail Trail | Provincial - Ministry of Transportation and Infrastructure | BC Active Transportation Infrastructure Grant | Active transportation improvements near and part of Lodge Road improvement project. | Engineering & Environmental Services | \$500,000 |
| | | | | | |
| The Carrs Landing Road Pedestrian Improvement Pilot Project | Vision Zero BC | BC Vision Safety in Road Safety Grant Program | Purchase of flashing shared road signs and pedestrian activated controllers for low-visibility corners. | Engineering & Environmental Services | \$10,000 |
| | | | | | |
| Life Safety Equipment Upgrade – Thermal Imaging Cameras | UBCM | Community Emergency Preparedness Fund – Fire Departments Equipment and Training | New and replacement of 40 thermal imaging cameras. | Protective Services | \$40,000 |
| | | | | | |
| FireSmart | UBCM | Community Resiliency Investment – FireSmart Community Funding & Supports | Green recycling bins, home assessments, education, critical infrastructure assessments, structure protection unit, and resiliency plan. | Protective Services | \$200,000 |

| Project | Government | Program | Description | Department | Amount |
|--|--|---|--|-------------------------------------|-----------------|
| Emergency and Disaster Management Act (EDMA) Indigenous Engagement | Provincial – Ministry of Emergency Management and Climate Readiness | Indigenous Engagement Requirements Funding Program | Regional Application - Relationship-building across jurisdictions through consultation and cooperation with Indigenous governing bodies. | Protective Services | \$40,000 |
| | | | | | |
| Emergency Support Services | UBCM | Emergency Support Services Equipment and Training | Regional Application – Improve pre-planning with specific focus on the operation of evacuation reception centers and group lodging facilities in 2024. | Protective Services | \$40,000 |
| | | | | | |
| Light Fixtures Replacement | BC Hydro | Business Energy Saving Incentives | Municipal Hall fluorescent light fixtures replaced with LED. | Parks, Recreation and Culture | \$14,429.97 |
| | | | | | |
| Oyama Isthmus Park – West Entrance | BC Hydro | ReGreening | Tree and shrub plantings around washroom and outdoor plaza. | Parks, Recreation and Culture | \$7,000 |
| | | | | | |
| Lake Country Integrated Process Review | UBCM | Local Government Development Approvals Program | Align and streamline development approvals. | Planning & Development | \$145,000 |
| | | | | | |
| Canada Summer Jobs Wage Subsidy | Federal | Canada Summer Jobs Wage Subsidy | Student employment support for summer roles. | HR & Safety | \$2,385 |
| | | | | | |
| TOTAL | | | | | \$ 6,838,814.97 |



Report to Council

District of Lake Country

To: Mayor and Council Meeting Date: July 8, 2025

From: Paul Gipps, CAO Meeting Type: Regular Council Meeting

Prepared by: Darren Lee, Fire Chief Department: Protective Services

Title: Paid-On-Call Firefighter Compensation Policy and Fire Department Smartphone Stipend **Description:** To consider a Paid-On-Call Compensation Policy and new Fire Department Technology Stipend

RECOMMENDATION

THAT Paid-on-Call Firefighter Compensation Policy 222, 2025 be adopted.

EXECUTIVE SUMMARY

POC Wages: Staff researched Paid-on-Call (POC) compensation in comparable communities located within the Okanagan Valley. Staff are recommending adoption of a Paid-on-Call (POC) Firefighter Compensation Policy that will increase to POC wages, over the next three years. This policy will help the District of Lake Country (District) remain wage competitive with comparable communities and respect the time and efforts of it's POC Members.

Staff are proposing an increase in mid 2025 of \$2.25 to POC Recruit wages, a \$2.00 raise to Firefighter, Lieutenant and Captain wages and the implementation of a new Driver-Operator rank and wage. Staff are proposing subsequent \$1.00 raises for all POC Members in 2026 and again in 2027. To ensure the District remains wage competitive, staff will conduct follow-up reviews of the proposed policy and recommend amendments to Council as required.

Fire Department Technology Stipend: The District currently supports exempt and various union positions cellular device use through various policies. Unfortunately, the existing policies are not good fit for some fire department personnel and POC Members. While these individuals are not enrolled in existing District programs, they continue to use their personal devices to fulfill essential job-related duties.

Staff are proposing an amendment to the existing Administrative Cellular Device Policy 179, 2020 that outlines a new Fire Department Stipend that would support the current use of personal devices for job-related duties by providing \$100.00 per year to eligible fire department personnel and POC Members. This modest investment supports operational readiness and acknowledges the contribution of eligible fire department personnel and POC Members, who need to be electronically connected to serve the community in the digital age. The amendment to the existing Cellular Device Policy 179, 2020 is an administrative change and therefore Council approval is not required for adjustments to Policy 179.

DISCUSSION/ANALYSIS

Staff engaged with fire service managers across the Okanagan Valley to assess POC compensation in comparable communities and similar fire service agencies. This research informed the development of the proposed Paid-On-Call Firefighter Compensation Policy (see attachment 1) and the amendment to the Cellular Device Policy.

POC Wages: In 2024, total actual POC wages for training, public education, and emergency response amounted to \$566,300. The proposed wage increases are estimated to cost an additional \$26,000 or an approximately 4.5% increase based on 2024 actual POC payroll. The projected costs for subsequent \$1.00 per hour increase in 2026 and again in 2027 is estimated at an additional \$26,000 for each year. Pay increases will be effective July 1, 2025, January 1, 2026 and January 1, 2027. The per hour pay rate for POC firefighter ranks is indicated in the table below:

| Rank | 2024 | 2025 | 2026 | 2027 |
|-----------------|---------|---------|---------|---------|
| Recruit | \$18.75 | \$21.00 | \$22.00 | \$23.00 |
| Firefighter | \$21.00 | \$23.00 | \$24.00 | \$25.00 |
| Driver Operator | n/a | \$24.00 | \$25.00 | \$26.00 |
| Lieutenant | \$23.00 | \$25.00 | \$26.00 | \$27.00 |
| Captain | \$25.00 | \$27.00 | \$28.00 | \$29.00 |

Members of the SD23 Fire Academy are considered under the Unpaid Work Experience Program and are not eligible for compensation under this policy. Reimbursement rates for deployment to BC Wildfire Services (BCWS) are governed by the BC Interagency Operational Procedures and Reimbursement rates. The 2025/2026 rate for Wildfire Deployment is \$56.00

Fire Department Cellular Device Stipend: The annual estimated costs of enrolling approximately seventy individuals in the \$100.00 Fire Department Cellular Device Stipend are approximately \$7,000 per year. This investment supports operational readiness and acknowledges the contributions of specific fire department staff and POC Members who need to be connected electronically to serve the community in the modern fire service environment.

Impacts on infrastructure, services or staff capacity

Some impacts to staff capacity, related to payroll administration, are anticipated in Q3 of 2025. Once adjustments are in place, staff capacity should return to normal.

Consultation and Communication

Staff will communicate any financial and process changes to eligible fire department personnel and POC Members when appropriate.

Applicable legislation, bylaws and policies

- BC Employment Standards
- BC Interagency Operational Procedures and Reimbursement Rates

FINANCIAL IMPLICATIONS

 \square None \square Budget Previously Approved \boxtimes Other (see below)

The estimated total increase to annual fire department operating budgets is \$33,00 in 2025, an additional \$26,000 in 2026 and an additional \$26,000 in 2027. Staff will make future operating budget supplemental request as required.

Staff from the Fire Department, Finance and Administration, Corporate Services and Chief Administrative Officer worked internally on the development Paid-On-Call Compensation Policy and the Fire Department Technology Stipend.

ALTERNATE RECOMMENDATION(S)

1. THAT the Paid-on-Call Firefighter Compensation Policy 222, 205 be referred to staff for further discussion and analysis.

Respectfully Submitted.

Darren Lee, Fire Chief

Report Approval Details

| Document Title: | Paid-On-Call Wages Policy and Fire Department Technology Stipend.docx |
|----------------------|---|
| Attachments: | - Paid-On-Call Firefighter Compensation Policy 222, 2025.pdf |
| Final Approval Date: | Jul 3, 2025 |

This report and all of its attachments were approved and signed as outlined below:

Paul Gipps, Chief Administrative Officer - Jul 3, 2025 - 7:10 AM

Makayla Ablitt, Legislative & FOI Coordinator - Jul 3, 2025 - 9:55 AM



Paid-On-Call Firefighter Compensation Policy 222, 2025

The following was adopted as Policy by **Resolution No.** at the **Regular Council Meeting** held on **Month Day, 2025.**

PURPOSE

The District of Lake Country Fire Department oversees the recruitment of Paid-On-Call (POC) firefighters for the District of Lake Country ("District"). This policy outlines the compensation structure for POC firefighters in the District for the period of July 1, 2025, to December 31, 2027, establishing fair and transparent pay practices aligned with operational needs and regulatory requirements.

POLICY

1. PAID-ON-CALL PAY RATES 2025 TO 2027

1.1 The per hour pay rate for POC firefighter ranks is indicated in the table below:

| Rank | 2024 | 2025 | 2026 | 2027 |
|-----------------|---------|---------|---------|---------|
| Recruit | \$18.75 | \$21.00 | \$22.00 | \$23.00 |
| Firefighter | \$21.00 | \$23.00 | \$24.00 | \$25.00 |
| Driver Operator | n/a | \$24.00 | \$25.00 | \$26.00 |
| Lieutenant | \$23.00 | \$25.00 | \$26.00 | \$27.00 |
| Captain | \$25.00 | \$27.00 | \$28.00 | \$29.00 |

- 1.2 Pay increases will be effective July 1, 2025, January 1, 2026 and January 1, 2027.
- 1.3 Members of the SD23 Fire Academy are considered under the Unpaid Work Experience Program and are not eligible for compensation under this policy.
- 1.4 Reimbursement rates for deployment to BC Wildfire Services (BCWS) are governed by the BC Interagency Operational Procedures and Reimbursement rates.

2. CALLOUT

2.1 POC Members will be compensated at a minimum of two (2) hours of pay for the initial callout.
 Additional time worked will be rounded up and submitted to payroll in 15-minute increments. The two
 (2) hour minimum does not apply when a POC Member is already in attendance for another callout, fire training, public education, special events, required courses and seminars, and meetings.

3. FIRE TRAINING

3.1 Weekly fire training will be scheduled from 6:30 pm to 9:30 pm on Tuesday evening, Thursday evening, or as directed by the Fire Chief or Designate. POC Members participating in scheduled weekly fire training will be compensated at straight time. Actual time worked will be rounded up and submitted to payroll in 15-minute increments.

Policy 222, 2025 2

4. PUBLIC EDUCATION AND SPECIAL EVENTS

4.1 Public education and special events will be scheduled as required by the Fire Chief or Designate. POC Members participating in public education and special events will be compensated at straight time. Actual time worked will be rounded up and submitted to payroll in 15-minute increments.

5. REQUIRED COURSES AND SEMINARS

5.1 Required courses and seminars will be scheduled as required by the Fire Chief or Designate. POC Members participating in required courses and seminars will be compensated at straight time. Actual time worked will be rounded up and submitted to payroll in 15-minute increments.

6. MEETINGS

6.1 Meetings will be scheduled as required by the Fire Chief or Designate. POC Members participating in meetings will be compensated at straight time. Actual time worked will be rounded up and submitted to payroll in 15-minute increments.

7. STANDBY CREWS

7.1 Standby crews may be required to meet specific operational or community safety needs. Standby crews will be scheduled as required by the Fire Chief or Designate. POC Members will be compensated at a minimum two (2) hours of pay for standby during the specified operational period. Callouts and additional time worked by POC Members on standby will be compensated following the procedure for callout, fire training, public education, special events, courses, seminars, and meetings.

8. INSTRUCTORS

8.1 All POC Members will be provided with an opportunity to apply for instructor positions within the fire department. It is preferred that individuals only participate in one training cadre. Training cadre applications will be evaluated by the Fire Chief or Designate, and assignments will be based on merit, qualifications and demonstrated record of attendance. POC Members participating as instructors will be compensated at straight time following the procedure for fire training, public education, special events, courses, seminars, and meetings

9. VOLUNTEER EVENTS AND PROFESSIONAL DEVELOPMENT

9.1 POC Members will not be compensated for their participation in community volunteer and charity events. POC Members will not be compensated for their participation in external professional development and post-secondary educational programs.

Policy 222, 2025 3

| 10. | ΔΡΡΡΟΥΔΙ S | AMENDMENTS AND | ANNIIAI REVIEWS |
|-----|-------------------|------------------------|--------------------|
| IU. | AFFINOVALS, | AIVILINDIVILINI 3 AINL | MININUAL INLVILAND |

| 10.1 | This policy is subject to periodic review and amendment by Council, in consultation with appropriate |
|------|--|
| | staff, to ensure that the District remains in compliance with applicable provincial requirements and |
| | compensation for POC Members remains competitive with comparable communities. |

| Date | Approver | Туре | |
|-------|----------|--------------------------|--|
| | | | |
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| | | | |
| | | | |
| | | | |
| Mayor | | Corporate Officer | |

DISTRICT OF LAKE COUNTRY

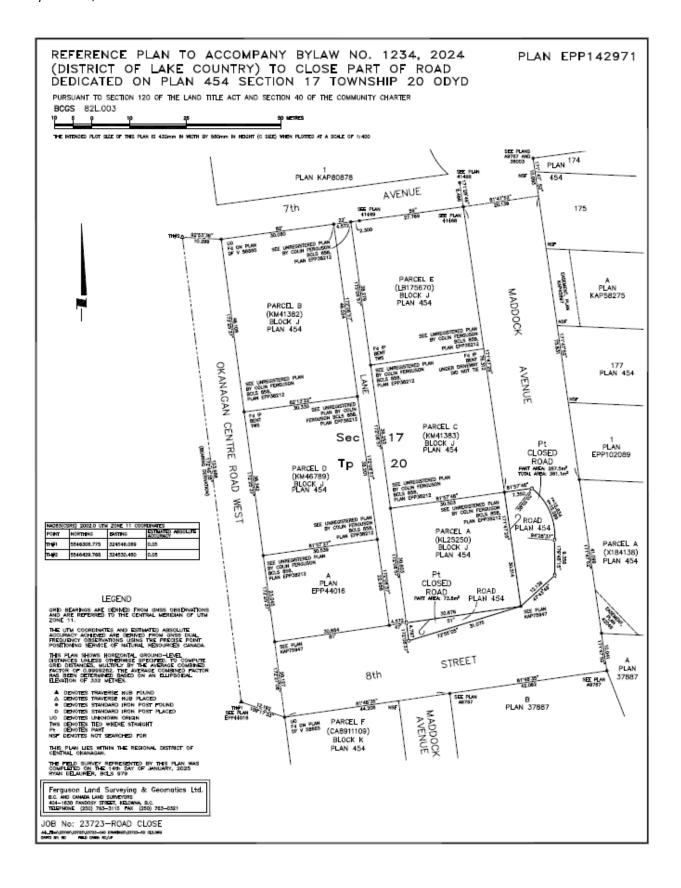
BYLAW 1253

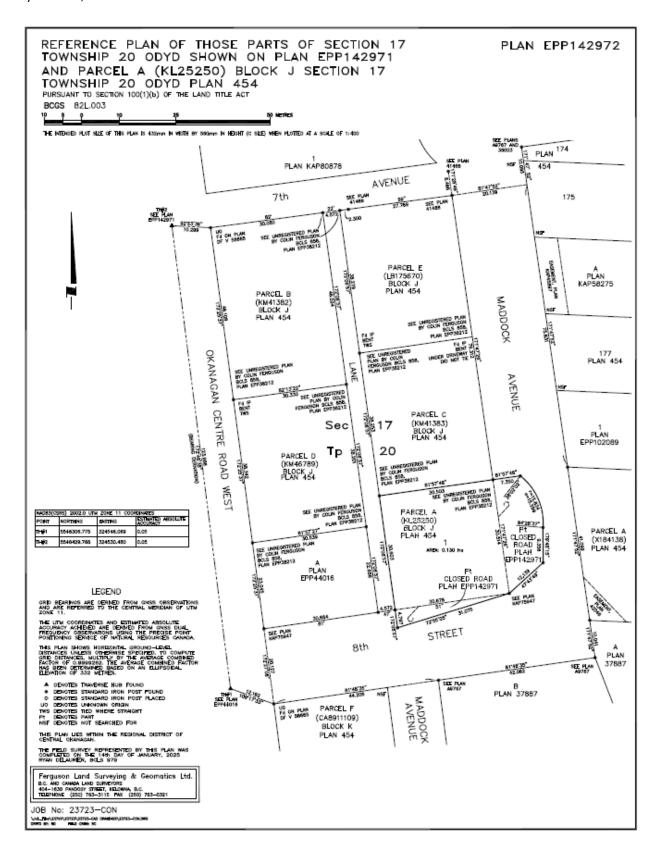
A BYLAW TO CLOSE A ROAD ADJACENT TO 1210 8TH STREET

NOW THEREFORE the Council of the District of Lake Country, in open meeting assembled, enacts as follows:

- 1. The District of Lake Country hereby authorizes the closure to traffic and the removal of highway dedication of the unconstructed dedicated road as outlined in bold black on the reference plan EPP142971, a reduced copy of which is attached to this bylaw as Schedule "A";
- 2. The District of Lake Country hereby authorizes the disposal of that section of highway that has been closed by this bylaw and described in Section 1 above to the owner of the adjacent property legally described as PARCEL A (KL25250) BLOCK J SECTION 17 TOWNSHIP 20 QSOYOOS DIVISION YALE DISTRICT PLAN 454. The land to be transferred will be amalgamated with the owners parcel as outlined in bold black on the reference plan EPP142972, a reduced copy of which is attached to this bylaw as Schedule "B";
- 3. The Corporate Officer and the Mayor are hereby authorized as signatories on all legal plans, conveyances and agreements that are necessary for the closure, removal of dedication, and disposal of the closed road for consolidation with Lot 3 Section 12 Township 14 Osoyoos Division Yale District Plan KAP8428;
- 4. This bylaw may be cited as "Road Closure Bylaw (RC2024-003) 1253, 2024".

| READ A FIRST TIME this 3 rd day of June, 2025. READ A SECOND TIME this 3 rd day of June, 2025. READ A THIRD TIME this 3 rd day of June, 2025. | |
|--|---|
| ADVERTISED on the 26 th day of June, 2025 and t posted pursuant to section 94(1) of the <i>Commur</i> | he 3 rd day of July, 2025 in the local newspaper and nity Charter. |
| ADOPTED this day of, 2025. | |
| Mayor | Corporate Officer |







BOARD OF EDUCATION BOARD MEETING HIGHLIGHTS

The Central Okanagan Board of Education acknowledged that this meeting was held on the unceded, Traditional Territory of the Okanagan People.

Date: Wednesday, June 11, 2025

Inside 23

Becoming Us: A Year of Agency, Connection and Collective Growth

In attendance:

Jordan Kleckner, Director of Instruction: Learning & Innovation Paige Labanowicz, Grade 6 teacher, Constable Neil Bruce Middle School Torsten Raupach, Grade 6 teacher, Constable Neil Bruce Middle School

Paige and Torsten presented on how centering student agency has transformed a classroom into a vibrant, collaborative learning environment. Together a space was created where community and curiosity led to student ownership and meaningful learning. This journey revealed that when learners feel empowered, and teachers feel efficacy, everyone thrives together.

Recognition

The Board of Education congratulated the following:

Rutland Senior Secondary School Rugby Team Provincial Champions Rutland Senior Secondary School e-Sports Team Pacific Region Champions Tyson Cook

Kelowna Civic and Community Awards - Honour in the Arts Award Winner

Declarations

1. National Indigenous History Month – June 2025

The Central Okanagan Board of Education recognizes the month of June as 'National Indigenous History Month' and declared June 21, 2025 as 'Indigenous Peoples Day' in Central Okanagan Public Schools

Action Items

1. Affirmation of Board Statement on Indigenous Sovereignty

The Board of Education affirmed the decision at the May 21, 2025 Incamera Meeting to make public its statement on Indigenous Sovereignty in response to public comments made by an area MLA.

2. 2026/2027 Five-Year Capital Plan Submission

The Board of Education approved the Capital Plan Resolutions for the 2026/2027 Capital Plan for submission to the Ministry of Infrastructure by the June 30, 2025 deadline.

3. 2025/2026 Review of Meal Allowance Per Diem Rates

The Board of Education approved the recommended meal allowance per diem rates, being \$17 for breakfast (unchanged), \$22 for lunch (unchanged) and \$41 for dinner (increased from \$38), effective July 1, 2025.

4. 2026/2027 and 2027/2028 School Calendars

The Board of Education adopted the Local School Calendars for the 2026/2027 and 2027/2028 school years as identified in the calendar proposal presented at the June 11th Public Board Meeting. The calendar will be made available to the District once approved by the Ministry of Education and Child Care. The Superintendent of Schools/CEO will direct school Principals, in consultation with staff and parents, to establish site-based calendars for the 2026/2027 and 2027/2028 school years. In establishing such calendars, Principals must:

- a) Conform to the School Act and Regulations, applicable Collective Agreements, and School District No. 23 (Central Okanagan Public Schools) Board Policy.
- b) Schedule school parent/teacher conference times.
- c) Schedule their school's calendar and bell schedule.

2026/2027

| DESIGNATION | SCHOOL DISTRICT NO. 23 Local Calendar 2026/2027 |
|---|---|
| Days in session | 189 (3 summer Pro Days) |
| Number of days of instruction | 182 |
| Number of non-instructional days | 7 |
| Schools open | Tuesday, September 8 |
| National Day for Truth and Reconciliation | Wednesday, September 30 |
| Administrative Implementation Day | Friday, October 9 |
| Thanksgiving Day | Monday, October 12 |
| Teacher Professional Day | Friday, October 23 |
| Remembrance Day | Wednesday, November 11 |
| Winter vacation period (schools closed) | December 21 – January 1 |
| Statutory holiday (schools closed) | Friday, January 1 |
| Schools reopen after Winter vacation | Monday, January 4 |
| Teacher Professional Day (Support Staff In-Service Day) | Friday, February 12 |
| Family Day | Monday, February 15 |
| Spring vacation period (schools closed) | March 15 – March 25 |
| Schools reopen after Spring vacation | Tuesday, March 30 |
| Good Friday (schools closed) | Friday, March 26 |
| Easter Monday (schools closed) | Monday, March 29 |
| Victoria Day (schools closed) | Monday, May 24 |
| Administrative Day (students do not attend) | Wednesday, June 30 |

2027/2028

| DESIGNATION | SCHOOL DISTRICT NO. 23 Local Calendar 2027/2028 |
|---|---|
| Days in session | 189 |
| | (3 summer Pro Days) |
| Number of days of instruction | 182 |
| Number of non-instructional days | 7 |
| Schools open | Tuesday, September 7 |
| National Day for Truth and Reconciliation | Thursday, September 30 |
| Administrative Implementation Day | Friday, October 8 |
| Thanksgiving Day | Monday, October 11 |
| Teacher Professional Day | Friday, October 22 |
| Remembrance Day | Thursday, November 11 |
| Winter vacation period (schools closed) | December 20 – January 3 |
| Statutory holiday (schools closed) | Monday, January 3 |
| Schools reopen after Winter vacation | Tuesday, January 4 |
| Teacher Professional Day (Support Staff In-Service Day) | Friday, February 18 |
| Family Day | Monday, February 21 |
| Spring vacation period (schools closed) | March 20 – March 31 |
| Schools reopen after Spring vacation | Monday, April 3 |
| Good Friday (schools closed) | Friday, April 14 |
| Easter Monday (schools closed) | Monday, April 17 |
| Victoria Day (schools closed) | Monday, May 22 |
| Administrative Day (students do not attend) | Friday, June 30 |

The adopted calendars will be posted on the School District website (www.sd23.bc.ca) once approved by the Ministry of Education and Child Care.

Information Items

The Board of Education reviewed the following:

- 1. Level 4 and 5 Field Study Summary 2024/2025
- 2. Level 4 and 5 Field Study Summary 2025/2026
- 3. General Statement May 14, 2025
- 4. General Statement May 21, 2025
- **5.** General Statement June 2, 2025
- **6.** COTA Executive 2025/2026 2026/2027 The Board of Education congratulated the members of the COTA Executive for 2025/2026 to 2026/2027.
- 7. 2025/2026 CommunityLINK Allocations
- 8. 2024/2025 International Education Program Update

9. 2024/2025 Transportation Services Department Update

Advocacy

Last week, on behalf of the Board of Education, Board Chair Julia Fraser presented to the Select Standing Committee on Finance and Government Services.

Items of Special Mention

The Board Chair, Trustees, the Superintendent of Schools/CEO, spoke of the following:

- Attendance at various meetings and events throughout the District, including school assemblies, classroom visits, interviews for the new Assistant Superintendent, Graduation Ceremonies, a School Community Learning Plan Conversation at Rutland Senior Secondary School, Indigenous Graduation Ceremonies, Capstone presentations, École Glenrosa Elementary School Spring Carnival 50th Anniversary, and the Central School Annual Spring Community Barbeque,
- On Thursday, June 5th École Okanagan Mission Secondary School held their Relay for Life, bringing together cancer survivors, remembering those lost to cancer, and fundraising over \$70,000.
- École Dr. Knox Middle School held their Bald Falcon Day on May 30th to raise money for BC Children's Hospital. They exceeded their goal of \$14,000 and raised \$33,319.65.
- The Annual District Track and Field meets were held last week at the Apple Bowl where elementary and middle school students from across the Central Okanagan engaged in fun competition to ignite their interest in track and field sports. Thank you to the many volunteers (family, staff and community volunteers) who make this event so much fun for our learners.
- Trustees, staff and students participated in the Pride Festival held at City Park on Saturday, May 31st.
- The Annual iGen Finale night was held last evening at the Innovation Centre. Eight finalists pitched their startup ideas to a panel of judges and answered questions in front of a live audience. Marcus Kuhn collected the \$1,000 Kevin Greenwood Memorial Scholarship, generously donated by Okanagan College. Many thanks to the business education teachers in Central Okanagan Public Schools who mentored the students, as well as the generous donations received from sponsors.
- The June edition of Together We Learn will be published on or about Monday, June 16th with the theme of "System Wellbeing/Togetherness".
- On Tuesday, June 3rd at the Indigenous Education Council Meeting, members of the IEC, Trustees, Senior Staff, family and friends gathered to honour former Board Chair, Moyra Baxter, with a traditional blanketing. The Blanketing Ceremony was led by Westbank First Nation Councilor and IEC Chair, Jordan Coble.
- Thank you to the many staff and volunteers who organized the 10th Annual District SumoBot Competition on Thursday, May 22nd. We also appreciate our community partners at UBCO for hosting once again. With almost 200 students and 74 robot teams participating this year, it was another huge success that created a unique learning opportunity and sparked new interests in hundreds of our learners.
- On May 15th, over 400 middle school students from École Glenrosa Middle, Constable Neil Bruce Middle, École KLO Middle, and Canyon Falls Middle gathered at UBCO for the revamped Expo of Awesome: Youth Taking Action Towards a Sustainable Future.
- The Board of Education recently had a virtual meeting with Minister of Education and Child Care, Lisa Beare, to discuss the insights into our District's priorities, exciting initiatives, and challenges.
- The Heavy Equipment Operator Program Year-End Completion Ceremony was held on Friday, June 6th to recognize student achievements as they completed the rigorous, hands-on training program.

Next Public Board Meeting

Wednesday, June 25, 2025 at 6:00 pm

Board Standing Committee Meetings

Wednesday, June 18, 2025

4:00 pm Finance and Planning Committee

For comments, please contact:

Julia Fraser, Chair of the Board of Education, 250-718-8613 Kevin Kaardal, Superintendent of Schools/CEO, 250-470-3256 Delta Carmichael, Secretary-Treasurer/CFO, 250-860-8888



Board Highlights

Regional District of Central Okanagan 1450 KLO Rd., Kelowna, BC, V1W 3Z4

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Highlights of the Committee of the Whole and Regional Board meetings – June 19, 2025

Rick Hansen presentation on accessible public spaces

The Committee of the Whole received a presentation from Rick Hansen, Canadian Paralympian and founder of the Rick Hansen Foundation. Hansen shared his personal journey and emphasized the importance of creating accessible public spaces. He also introduced the Rick Hansen Foundation Accessibility Certification (RHFAC) Program, a national rating system that helps organizations assess and improve the accessibility of buildings.

Regional Housing Needs Summary Report

The Board received the final Regional Housing Needs Summary. The report outlines a projected need for nearly 64,000 new housing units region-wide by 2041 to support our growing population. It emphasizes the need for coordinated planning across municipalities, First Nations and electoral areas to onboard the housing needed to support the region's current and future residents.

2024 Statement of Financial Information (SOFI) approved

The Board approved the 2024 SOFI as required under the Financial Information Act. The report includes audited financial statements, schedules of remuneration, severance agreements and supplier payments. The report is available online and

in person the RDCO office at 1450 KLO Road.

Antenna Systems Siting Consultation Policy approved

The Board approved an Antenna Systems Siting Consultation Policy (BP24-2025), which establishes a framework for improved public and Indigenous consultation for antenna proposals in Electoral Areas. The policy improves notification requirements and reflects feedback from Westbank First Nation and the Okanagan Indian Band.

Letter to Minister of Transportation – Upper Fintry Road dust concerns

The Board authorized the Chair to submit a letter to the Minister of Transportation and Transit highlighting community concerns about road dust in Upper Fintry. This action follows numerous health-related complaints from residents and aligns with the June 5 Electoral Area Services Committee recommendation.

Appointment of Animal Control Officer and Park Ranger

The Board approved the appointment of an Animal Control Officer and a Park Ranger. These appointments ensure regulatory coverage and support staff workloads as approved by the Board.

Regional Board meetings

Regional District office – 1450 KLO Road,

The Board Report is published after each regular meeting of the Board of the Regional District of Central Okanagan.

The Regional Board meets monthly in regular session in the Woodhaven Boardroom at the Regional District office, 1450 KLO Road. The public is welcome to attend.

Kelowna (Woodhaven Boardroom)

- July 17 8:30 a.m.
- August 21 8:30 a.m.

A live stream video link will be available for each meeting in the Upcoming Meeting agenda section of rdco.com/agenda. When available, a link to the Video recording will be posted in the Past Meetings section.

Stay informed about the Regional District

Sign up at rdco.com/subscribe for customized news and information from the Regional District of Central Okanagan.



COUNCIL'S VALUES, VISION, AND MISSION STATEMENT

VALUES

- 1. INTEGRITY: We practice honesty by showing a consistent adherence to our shared vision and mission statement and through the truthfulness and accuracy of our actions.
- 2. ACCOUNTABILITY: We answer to our citizens with the expectation that we acknowledge and assume responsibility for our actions, decisions, and policies at all times.
- 3. EMPATHY: We make a sincere effort to understand our citizens' perspective and assist them with all our abilities within the boundaries given to us by the law, local regulations and approved policies.

VISION

Lake Country, Living the Okanagan Way. Embracing our Histories and Nurturing our Future

MISSION STATEMENT

To nurture a healthy natural environment, strong rural character and urban core, sustainable infrastructure, economic opportunities, an inclusive community with involved citizens, through respectful, transparent government, focused on balanced strategic decision-making.

THE 5 PILLARS OF OUR VISION AND MISSION STATEMENT

ENVIRONMENT: Maintaining a healthy and natural environment through responsible use, protection, and

sustainable practices.

INFRASTRUCTURE: Well maintained infrastructure and facilities that meet community needs and allow growth

and development for prosperity.

ECONOMY: Building a strong and vibrant community by attracting, supporting and retaining businesses

and residents.

SOCIAL: Building Social Capital and engaging citizens and partners to improve the well-being and

diversity of the community.

GOVERNANCE: Fiscally sustainable government focused on strategic decision-making, transparency and

inclusiveness.

