



Agenda

Regular Council Meeting

Tuesday, March 18, 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 March 18, 2025 be adopted.
3. **Adoption of Minutes**
 - 3.1 **Regular Council Meeting Minutes of March 4, 2025**
Recommendation
THAT the Regular Council Meeting Minutes of March 4, 2025 be adopted.
4. **Mayor's Report**
5. **Announcements**

Spring street sweeping is underway now. Residents are reminded to park off the road as much as possible so the equipment can do an effective job. Crews will sweep debris from the major roads at night and residential roads during the day.

The FireSmart green waste bins are now available at Fire Station 71 on Okanagan Centre Rd East for anyone that is doing FireSmart pruning and trimming on their property and wants to drop off the green waste debris.

Important infrastructure renewal projects are happening this spring, so please check the District projects page on the website at lakecountry.bc.ca/projects to keep up to date with water, drainage and roads works in your neighbourhood.

The first Pop-up Recycling Depot will be happening Saturday, March 22 at the corner of Hill Rd and Main St.
6. **Delegations**
 - 6.1 **Public Art Advisory Commission**
Annual Commission update to Council presented by Sharon McCoubrey.

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7.	Planning and Development Applications	
7.1	Development Variance Permit DVP00411 5617 Oyama Lake Road To vary the Permitted Lot Configurations in the RLPO zone (Schedule A to RLPO) as defined in the Zoning Bylaw 561, 2007.	12
	Recommendation THAT Development Variance Permit DVP00411 (Attachment A in the Report to Council dated March 18, 2025) for the property at 5617 Oyama Lake Road, legally described as Lot 2 Section 31 ODYD KAP84855 Township 21; PID 027-227-120, be approved.	
7.2	Development Variance Permit DVP00414 16166 Commonage Road To vary the permitted storeys of a proposed single-family dwelling at 16166 Commonage Road	20
	Recommendation THAT Development Variance Permit DVP00414 (Attachment A in the Report to Council dated March 18, 2025) for the property at 16166 Commonage Rd, legally described as Lot 5 Sec 8 Twp 14 ODYD Plan KAP85591, PID 027-336-409, be approved.	
7.3	Temporary Use Permit TUP00106 11852 Hwy 97 To authorize self-storage facility in the basement at Lakewood Mall for up to three (3) years.	30
	Recommendation THAT Temporary Use Permit TUP00106 (Attachment A in the Report to Council dated April 1, 2025) for the property at 11852 Hwy 97, legally described as LOT A SEC 22 TWP 20 ODYD PLAN KAP84477 EXCEPT PLAN EPP7410 (PID 027-158-098), to allow the temporary use of a self-storage facility in the basement of Lakewood Mall, be approved.	
7.4	Agricultural Land Reserve ALR00191 14550 Middle Bench Road Application to allow reconstruction of an existing dwelling on a property within the Agricultural Land Reserve.	40
	Recommendation THAT Agricultural Land Reserve ALR00191 application for the property at 14550 Middle Bench Road, legally described as LOT B DISTRICT LOT 7 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP53917 EXCEPT PLAN KAP73100 PID: 019-103-620, to allow reconstruction of an existing dwelling, be approved.	
8.	Departmental Reports	
8.1	Development Cost Charge (DCC) Adoption of Development Cost Charge Bylaw 1233, 2024 and Development Cost Charges Update Policy 214, 2025	59
	Recommendation THAT Development Cost Charge (DCC) Amendment Bylaw 1233, 2024 be adopted; AND THAT the Development Cost Charges Update Policy 214, 2025 be adopted.	
8.2	Flood Management Strategy Recommendations on how to manage development within District Flood plains.	71
	Recommendation THAT staff be directed to create a Flood Management Strategy Bylaw.	

8.3	Jack Seaton Park Burn Plan Prescribed burn of 3.8 hectares in Jack Seaton Park	75
	Recommendation For Information.	
8.4	Council Remuneration Task Force To advise of the upcoming Council Remuneration Task Force member appointments.	79
	Recommendation THAT staff be directed to proceed with soliciting members for Council Remuneration Task Force as per Council Remuneration Task Force (CRTF) Policy 154.	
8.5	2024 Statistics Summary For Information.	88
9.	Bylaws for Adoption and Readings Following a Public Hearing	
9.1	Zoning Amendment Bylaw 1246, 2024 Z0000341 Backyard Chickens For adoption.	103
	Read a 1st, and 2nd time October 1, 2024. Public Hearing January 14, 2025. Read a 3rd time January 14, 2025.	
	Recommendation THAT Zoning Amendment (Backyard Chickens) Bylaw 1246, 2024 be adopted.	
9.2	Zoning Amendment Bylaw 1268, 2025 Z0000340 Lot 11 - 18451 Crystal Waters Road For adoption.	106
	Read a 1st, 2nd, and 3rd time March 4, 2025.	
	Recommendation THAT Zoning Amendment (Z0000340) Bylaw 1268, 2025 be adopted.	
9.3	Sanitary Sewer Regulations and Rates Amendment Bylaw 1270, 2025 For adoption.	108
	Read a 1st, 2nd, and 3rd time March 4, 2025.	
	Recommendation THAT Sanitary Sewer Regulation and Rate Amendment Bylaw 1270, 2025 be adopted.	
9.4	Zoning Amendment Bylaws 1261, 2025 & 1259, 2025 Z0000269 & Z0000274 Lot 63& 64 Tyndall Road For adoption.	112
	Read a 1st time January 21, 2025. Read a 2nd, and 3rd time March 4, 2025.	
	Recommendation THAT Zoning Amendment (Z0000269) Bylaw 1261, 2025 be adopted; AND THAT Zoning Amendment (Z0000274) Bylaw 1259, 2025 be adopted.	
10.	Rise and Report from In Camera	
11.	Council Committees	
11.1	Public Art Advisory Commission DRAFT Meeting Minutes of March 3, 2025	116

12.	External Committees and Boards	
12.1	Okanagan Basin Water Board Report of March 4, 2025	131
13.	Strategic Priorities	132
14.	Report from Councillors	
15.	Adjournment	

posted March 13, 2025
Reyna Seabrook, Corporate Officer



Minutes

Regular Council Meeting

March 4, 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
Philippa Harding, Manager of Corporate Services
Steven Gubbels, Manager of Development
Shaun Lesowski, Parks and Facilities Manager
Scott Unser, Public Works Manager
Mike Mitchell, Utility Operations Manager
Richard Wagner, Manager of Finance
Kiel Wilkie, Utility Manager
Brian Zurek, Manager of Long Range Planning
Lauren Sanbrooks, Grant Funding Specialist
Makayla Ablitt, Legislative Technical Clerk
Travis Tonn, Support Analyst

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

2025-03-059 It was moved and seconded

THAT the Regular Council Meeting Agenda of March 4, 2025 be adopted.

Carried.

3. Adoption of Minutes

3.1 Regular Council Meeting Minutes of February 18, 2025

2025-03-060 It was moved and seconded

THAT the Regular Council Meeting Minutes of February 18, 2025 be adopted.

Carried.

4. Mayor's Report

5. Announcements

The 2025 Spring/Summer Activity Guide should have arrived in everyone's mailbox now and Registration opens Friday, March 7.

The Lake Country Children's Festival is taking place Saturday, March 8th at the Community Complex at George Eliott Secondary School and Creekside Theatre from 11am to 3pm.

Anyone that participated in the Radon Challenge this winter and deployed the Radon Test Kit in their home or business, must return the test kit to Lake Country Municipal Hall this week, by the end of the day March 7, to get the analysis from the lab in Manitoba where the kits are sent off to.

6. Delegations

7. Planning and Development Applications

7.1 Temporary Use Permit | TUP00086 | 12474 Oyama Road

To authorize outdoor storage of landscaping and snow equipment at 12474 Oyama Road

2025-03-061 It was moved and seconded

THAT Temporary Use Permit TUP00086 for property located at 12474 Oyama Road (Lot 2, Sec 23 and 26, Twp 20, ODYD, Plan 22945 Except Plan 25990, PID: 002-317-257) to allow the temporary land use of outdoor storage to a maximum of 279m² (as shown on Attachment C) for landscaping and snow equipment be approved for a 2-year term expiring on March 4, 2027;

AND THAT the business owner secure a business location in an area zoned appropriately for outdoor storage prior to the expiry of TUP00086.

Carried.

2025-03-062 It was moved and seconded

THAT resolution 2025-03-061 which reads:

"THAT Temporary Use Permit TUP00086 for property located at 12474 Oyama Road (Lot 2, Sec 23 and 26, Twp 20, ODYD, Plan 22945 Except Plan 25990, PID: 002-317-257) to allow the temporary land use of outdoor storage to a maximum of 279m² (as shown on Attachment C) for landscaping and snow equipment be approved for a 2-year term expiring on March 4, 2027;

AND THAT the business owner secure a business location in an area zoned appropriately for outdoor storage prior to the expiry of TUP00086."

be rescinded.

Carried.

2025-03-063 It was moved and seconded

THAT Temporary Use Permit TUP00086 (Attachment A) for property located at 12474 Oyama Road (Lot 2, Sec 23 and 26, Twp 20, ODYD, Plan 22945 Except Plan 25990, PID: 002-317-257) to allow the temporary land use of outdoor storage to a maximum of 1,375m² (as shown on Attachment B) for landscaping and snow equipment be approved for a 3-year term expiring on March 4, 2028.

AND THAT the business owner secure a business location in an area zoned appropriately for outdoor storage prior to the expiry of TUP00086.

Carried.

7.2 Temporary Use Permit | TUP00095 | 5325 Todd Road

Application to allow operation of home-based automotive and equipment repair shop on a property within the Agricultural Land Reserve.

2025-03-064 It was moved and seconded

THAT Temporary Use Permit TUP00095 (Attachment A to the report dated March 4, 2025) for the property located at 5325 Todd Road, legally described as LOT 1 DL7 ODYD PLAN KAP16648 PID 008-555-575, to allow operation of a home-based automotive and equipment repair shop, be approved for a 3-year term expiring on March 4, 2028.

Carried.

7.3 Zoning Amendment Bylaw 1268, 2025 | Z0000340 | Lot 11 – 18451 Crystal Waters Road

Zoning Amendment to facilitate a bare land strata subdivision of an existing parcel zoned DC5 – Direct Control 5 (Crystal Waters)

2025-03-065 It was moved and seconded

THAT Zoning Amendment (Z0000340) Bylaw 1268, 2025 be read a first, second and third time.

Carried.

7.4 Zoning Amendment Bylaws 1261, 2025 & 1259, 2025 | Z0000269 & Z0000274 | Lot 63 & 64 Tyndall Road

Servicing Update related to Rezoning Applications proposing RU1 – Small-Scale Multiple Housing on the Lot 63 and 64 Tyndall Road.

Councillor Lewis declared a conflict of interest due to an indirect property ownership relationship and left the meeting at 7:24 p.m.

2025-03-066 It was moved and seconded

THAT Zoning Amendment (Z0000269) Bylaw 1261, 2025 be read a second and third time;

AND THAT Zoning Amendment (Z0000274) Bylaw 1259, 2025 be read a second and third time.

Motion Failed.

Reconsideration of resolution 2025-03-066 pursuant to section 131 of the Community Charter.

2025-03-067 It was moved and seconded

THAT Zoning Amendment (Z0000269) Bylaw 1261, 2025 be read a second and third time;

AND THAT Zoning Amendment (Z0000274) Bylaw 1259, 2025 be read a second and third time.

Carried.

Councillor Lewis returned to the meeting at 8:04 p.m.

8. Departmental Reports

8.1 Canada Cultural Spaces Fund

Canada Cultural Spaces Fund Grant Application

2025-03-068 It was moved and seconded

THAT a grant application to the Canada Cultural Spaces Fund, Department of Canadian Heritage to fund \$98,000 of the total project cost of \$200,000 for the purchase and installation of a sound system for the Creekside Theatre, be supported;

AND THAT if successful, the remaining portion of the project in the amount of \$102,000 be funded from Facilities Renewal Reserve;

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

Carried.

8.2 Local Government Infrastructure Planning Grant

To consider Infrastructure Planning projects eligible for a grant application up to \$10,000 each

2025-03-069 It was moved and seconded

THAT an application to the Ministry of Municipal Affairs Local Government Infrastructure Planning Grant Program for the following infrastructure planning projects, in order or priority, be supported in the amount of up to \$10,000 for each project:

1. Flood Management Bylaw project;
2. Eldorado Hydrogeneration Facility Expansion; and
3. Subdivision and Development Services Bylaw - Update;

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

Carried.

8.3 2025 Intake for the UBCM-CEPF for EOC Training and Equipment

Application to the 2025 UBCM-CEPF for Emergency Operations Centre Training and Equipment

2025-03-070 It was moved and seconded

THAT the Regional District of the Central Okanagan (RDCO) 2025 grant application to the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Emergency Operations Centre Training and Equipment Stream, be supported;

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

Carried.

8.4 Sanitary Sewer Regulations and Rates Amendment Bylaw 1270, 2025

Bylaw amendments to repeal parcel taxes associated with the sanitary sewer system, along with various rate scenarios presented for Council's consideration.

2025-03-071 It was moved and seconded

THAT Sanitary Sewer Regulations and Rates Amendment Bylaw 1270, 2025 as shown on Attachment B (Option 1) of the Report to Council dated March 4, 2025, be read for a first, second, and third time.

Carried.

8.5 AAP-2025 Kelowna-Lake Country Boundary Adjustment

To initiate an Alternative Approval Process for a proposed boundary adjustment

2025-03-072 It was moved and seconded

THAT as per Community Charter section 86, the Corporate Officer proceed with an Alternative Approval Process (AAP) to obtain elector opinion on a proposed boundary adjustment that would transfer 5 properties from the City of Kelowna to the District of Lake Country as shown on Attachment A to the Report to Council dated March 4, 2025 and legally described as:

1. THAT PART LOT 46 SHOWN ON PLAN 940F DISTRICT LOT 118 OSOYOOS DIVISION YALE DISTRICT PLAN 457 EXCEPT PLAN 36673 (PID 011-168-226)
2. THAT PART LOT 45 SHOWN ON PLAN 940F DISTRICT LOT 118 OSOYOOS DIVISION YALE DISTRICT PLAN 457 EXCEPT PLAN 36673 (PID 011-168-218)
3. THAT PART OF LOT 46 DISTRICT LOT 118 OSOYOOS DIVISION YALE DISTRICT PLAN 457 SHOWN IN RED ON PLAN 939F (PID 012-232-969)
4. THAT PART OF LOT 45 DISTRICT LOT 118 OSOYOOS DIVISION YALE DISTRICT PLAN 457 SHOWN IN RED ON PLAN 939F (PID 012-323-951)
5. THAT PART LOT 44 SHOWN IN BOLD OUTLINE ON PLAN 39249 DISTRICT LOT 118 OSOYOOS DIVISION YALE DISTRICT PLAN 457 (PID 011-914-475)

AND THAT the deadline for receipt of elector response forms be established as 4:30 p.m., 30 days from the date of the second notice required for an AAP;

AND THAT the Elector Response Form (the "Form") as shown on Attachment B to the Report to Council dated March 4, 2025, be established as the official Form for the AAP-2025 Boundary Adjustment.

Carried.

9. Bylaws for Adoption and Readings Following a Public Hearing

9.1 Zoning Amendment (Z0000331) Bylaw 1240, 2024 | Lot 30 - 18451 Crystal Waters Rd

For adoption.

Read a 1st, 2nd, and 3rd time [July 16, 2024](#).

2025-03-073 It was moved and seconded

THAT Zoning Amendment (Z0000331) Bylaw 1240, 2024 be adopted.

Carried.

9.2 2025-2029 Draft Financial Plan

For adoption.

Read a 1st time [December 3, 2024](#). Read a 2nd and 3rd time [February 18, 2025](#).

2025-03-074 It was moved and seconded

THAT the 2025 - 2029 Financial Plan Bylaw 1255, 2025 be adopted.

Carried.

10. Rise and Report from In Camera

11. Council Committees**11.1 Agricultural Advisory Committee DRAFT Meeting Minutes of February 10, 2025****12. External Committees and Boards****12.1 Board of Education Meeting Highlights of February 19, 2025****12.2 Regional District of Central Okanagan Board Report of February 20, 2025****13. Strategic Priorities****14. Report from Councillors**

Councillor Reed attended the quarterly Okanagan Regional Library (ORL) board and noted the great comments received in response to last years summer reading program put on by Stewart Brown. She announced the ORL is creating their summer reading program for 2025, and the theme will be "colour your summer". Council can expect to hear from Danielle Hubbard, ORL CEO in 2025. Danielle will also be attending SILGA this year lobbying as much as possible to receive more funding from the Province.

Councillor Patel asked a question regarding the yard waste bins that were stationed at the firehall. Staff confirmed the yard waste bins will be brought out soon. Councillor Patel reminded the community to buy and support local.

Councillor Brett asked the community to think about fire and drought all season. She announced she was asked to take part in Climate Action Ripple Effect (CARE), a program from Fresh Outlook Foundation (FOF). This year FOF is collaborating with School District 22 and 23 to kick-start student climate action. Councillor Brett paired with a Chemistry and Careers Grade 12 Class from George Elliott Secondary School to look at action they can take within their community specifically related to water and chemistry.

Councillor McKenzie noticed the first signs of spring with OKF Grill being opened for the season, and the rail trail being busier. The Oyama Community Club has a 50/50 tickets for purchase on their website: [Events | Oyama Community Club](#)

Council Irvine was excited about Green Bin Week. She reminded the community to spring ahead on Saturday night.

Mayor Ireland discussed the snow melt, and potential for drought this year. He also noted that the District has talked to Brittney Anderson, Minister of State for Local Governments and Rural Communities to discuss watershed and watershed protection.

15. Adjournment

The Mayor adjourned the meeting at 8:46 p.m.

Mayor, Blair Ireland

Corporate Officer, Reyna Seabrook

To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

Prepared by: Steven Gubbels, Development Engineering Manager
Department: Infrastructure & Development Engineering

Title: Development Variance Permit | DVP00411 | 5617 Oyama Lake Road
Description: To vary the Permitted Lot Configurations in the RLPO zone (Schedule A to RLPO) as defined in the Zoning Bylaw 561, 2007.

RECOMMENDATION

THAT Development Variance Permit DVP00411 (Attachment A in the Report to Council dated March 18, 2025) for the property at 5617 Oyama Lake Road, legally described as Lot 2 Section 31 ODYD KAP84855 Township 21; PID 027-227-120, be approved.

EXECUTIVE SUMMARY

The owners of 5617 Oyama Lake Road have applied to subdivide their parcel into two parcels. The parcel is located in the RLPO zone. Permitted lot configurations in the RLPO zone are specified in "Schedule A to RLPO" in Zoning Bylaw 561, 2007 (Attachment B). The owners would like their subdivision to have a different lot configuration than the one permitted in the Zoning Bylaw to avoid bisecting an existing business on the property. The proposed lot configuration would keep the business confined to one lot, and both new parcels would meet the minimum lot area of 4.0 ha as specified in the RLPO zone of Zoning Bylaw 561.

DISCUSSION/ANALYSIS

The lot in question is the home of a local business, the Oyama Zipline Adventure Park. The owners would like to subdivide the property into two lots to allow for the business to remain on one lot, and to create a new lot. The lot configuration is restricted by Zoning Bylaw 561 Figure 13.1 (Attachment B); and the lot configuration for subdivision is represented by the lots labelled C1 and C2. If the lot configuration were to meet the Zoning Bylaw, the new lot line would bisect the structures and accesses of the existing business. The subdivision would not be approvable if the business remained, as it would create two non-conforming lots. The owners have stated that a subdivision approval with the Zoning bylaw configuration would mean having to close the business.

The owners request approval of a modified lot configuration as shown in Attachment C – Proposed Site Plan. This variance would allow the property to be subdivided without interfering with the current business and residence. The owners understand that if they are successful with this variance application and subsequent subdivision application for two lots in their preferred configuration, the remainder of the property would not be further subdividable [unless a future zoning amendment were to be applied for and approved by Council]. It is not typical for lot configurations to be specified in Zoning Bylaws, and staff have researched the origins of "Figure 13.1, Schedule A to RLPO" and can find no stated rationale for these specific configurations. Varying the "Figure 13.1, Schedule A" would not increase the density permitted within the RLPO zone and therefore would be permissible by the *Local Government Act*. Staff have no objections to the proposed lot configuration as shown in Attachment C, and would support this configuration to facilitate the subdivision.

If Council approves the variance, the owner would proceed with their subdivision application with the preferred lot configuration. The subdivision application would be reviewed by the District Approving Officer following the usual subdivision process.

FINANCIAL IMPLICATIONS

☐ None ☐ Budget Previously Approved ☒ Other (see below)

If the variance is approved and the subdivision application proceeds, a condition of subdivision approval would be a cash in lieu payment for future improvements to Oyama Lake Road.

COMMUNICATION

This application was referred concurrently with the subdivision application to internal departments and external agencies for comment. Notifications for the DVP were completed as per the specifications in the Development Approval Procedures Bylaw 1227, 2024.

ALTERNATE RECOMMENDATION(S)

1. THAT Development Variance Permit DVP00411 (Attachment A in the Report to Council dated March 18, 2025) for the property at 5617 Oyama Lake Road, legally described as Lot 2 Section 31 ODYD KAP84855 Township 21; PID 027-227-120, not be approved.
2. THAT Development Variance Permit DVP00411 (Attachment A in the Report to Council dated March 18, 2025) for the property at 5617 Oyama Lake Road, legally described as Lot 2 Section 31 ODYD KAP84855 Township 21; PID 027-227-120, be deferred pending receipt of additional information as identified by Council.

Respectfully Submitted.

Steven Gubbels, Development Engineering Manager

Report Approval Details

Document Title:	DVP00411 – Variance to RLPO Zone for 5617 Oyama Lake Road.docx
Attachments:	- Attachment A - Draft DVP00411 - Attachment B - Permitted Lot Configurations in RLPO Zones - Attachment C - Proposed Site Plan
Final Approval Date:	Mar 13, 2025

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

Carie Liefke, Manager of Current Planning - Mar 12, 2025 – 10:51 AM

Jeremy Frick, Director of Development Approvals - Mar 12, 2025 – 4:35 PM

Reyna Seabrook, Director of Corporate Services - Mar 12, 2025 - 5:26 PM

Paul Gipps, Chief Administrative Officer - Mar 13, 2025 - 7:41 AM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 13, 2025 - 10:08 AM

Attachment A Draft DVP00411



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 #: DVP00411
FOLIO #: 03091.003
ZONING DESIGNATION: RLPO
ISSUED TO: Peter and Jennifer Madsen
SITE ADDRESS: 5617 Oyama Lake Road
LEGAL DESCRIPTION: Lot 2 Section 31 ODYD KAP84855 Township 21
PARCEL IDENTIFIER: PID 027-227-120

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.

Development Variance Permit DVP00411 for 5617 Oyama Lake Road legally described as Lot 2 Section 31 ODYD KAP84855 Township 21 amends Zoning Bylaw 561, 2007 as follows:

a) Section 13.2 – RLPO – Rural Large Parcel Oyama Road:

From: Lot configuration shown as lots C1/C2 in “Schedule A to RLPO”
To: Lot configuration shown in attached “Plan of Proposed Subdivision of Lot 2, Sec 31, TP 21, ODYD, Plan KAP84855

1. PERFORMANCE SECURITY

Not applicable for this application.

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 **TWO** 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 _____, <Year>.

Issued by the Corporate Officer of the District of Lake Country this ____ day of _____, <Year>.

Corporate Officer, Reyna Seabrook

The intended plot size of this plan is 432mm in width by 560mm in height (ANSI C) when plotted at a scale of 1:2000

A horizontal scale bar with alternating black and white segments. Above the bar, the distances 40m, 0m, 40m, 80m, and 120m are marked at regular intervals.

The intended plot size of this plan is 432mm in width by 560mm in height (ANSI C) when plotted at a scale of 1:2000



Attachment B – Permitted Lot Configurations in RLPO Zones

Schedule A to RLPO

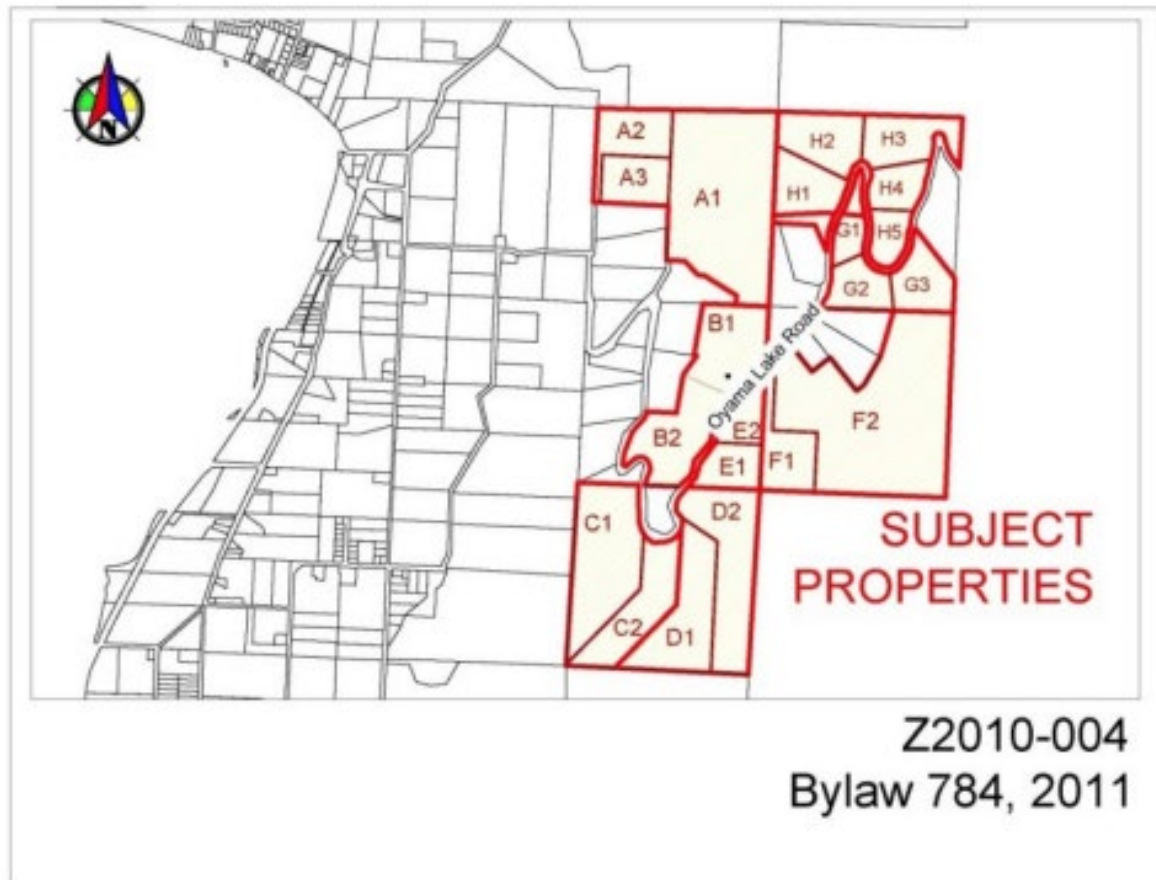
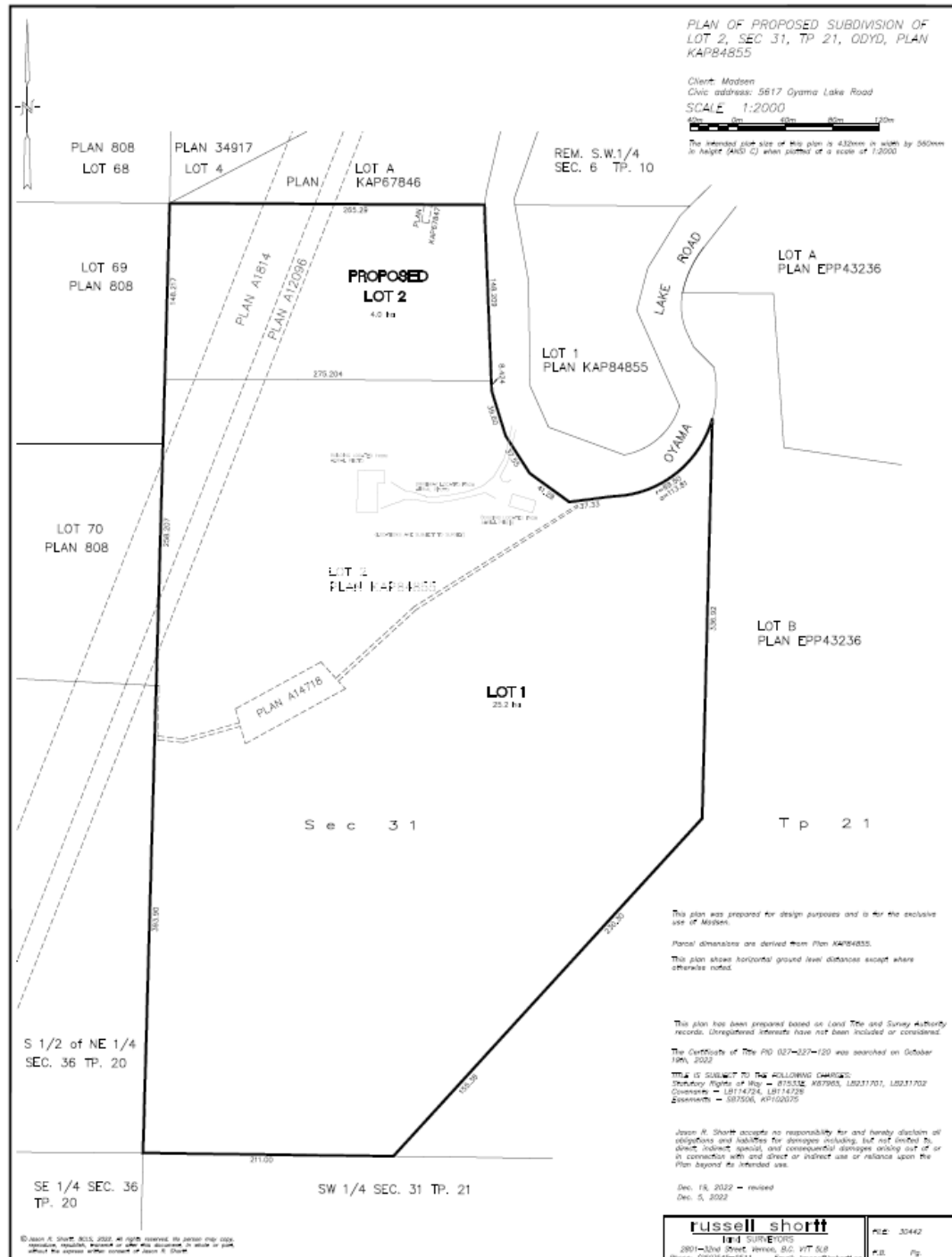


Figure 13.1 - Permitted Lot Configurations in RLPO zones

Attachment C – Proposed Site Plan



To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

Prepared by: Carie Liefke, Manager of Current Planning
Department: Planning and Development

Title: Development Variance Permit | DVP00414 | 16166 Commonage Road
Description: To vary the permitted storeys of a proposed single-family dwelling at 16166 Commonage Road

RECOMMENDATION

THAT Development Variance Permit DVP00414 (Attachment A in the Report to Council dated March 18, 2025) for the property at 16166 Commonage Rd, legally described as Lot 5 Sec 8 Twp 14 ODYD Plan KAP85591, PID 027-336-409, be approved.

EXECUTIVE SUMMARY

The applicant proposes a three storey single-family dwelling on the subject property. The Zoning Bylaw limits the height of single-family dwellings (SFD) in the RR2 – Rural Residential zone to the lesser of 9.5 metres or 2 ½ storeys. The proposed single-family dwelling building height (12.3 metres) would meet the measured height requirements due to the uphill slope of the property being in excess of 10%, but does not meet the limitation on the number of storeys. Therefore, the proposed single-family dwelling would require a ½ storey variance.

Properties in the area slope from west to east (uphill). The proposed single-family dwelling would be located in the middle of the subject property and would not impact the views from the uphill parcel. Staff support the proposed variance.

BACKGROUND

Property Information			
Application Type	Development Variance Permit		Application Date: 2025-01-31
Variances	① increase permitted height of single-family dwelling from the ‘lesser of 9.5m or 2.5 storeys’ to the ‘lesser of 12.3m or 3 storeys’		
Folio/Roll #:	01760.070		
PID & Legal Description	027-336-409; LOT 5 SECTION 8 TOWNSHIP 14 OSOYOOS DIVISION YALE DISTRICT PLAN KAP85591		
Civic Address:	16166 Commonage Rd.		
Applicant:	Lineage Homes	Owner s):	Jalinder and Sukh Kallu
OCP Designation:	Rural Residential		
Zoning Designation:	RR2 – Rural Residential		
Land Use Contract	NA		
ALR:	NA		
Parcel Size:	2.77 Acres / 1.13 Hectares		
Development Permit Areas:	<ul style="list-style-type: none">• Natural Environment• Drainage Hazard		
Water Supply:	Municipal		
Sewer:	Private		

Site Summary:	Zoning:	Use:
North:	RR2 – Rural Residential	Single-family dwelling
East:		
South:	P1 – Public Park and Open Space	Parkland
West:	A1 – Agricultural	Agriculture

ANALYSIS

The applicant has proposed to build a single-family dwelling on the subject property located at 16166 Commonage Road (Attachment B). The applicant originally submitted a Development Permit (DP) application to address natural environment and drainage considerations and through the review of the DP submission it was noted that the proposed SFD would not conform to the height requirement of the RR2 zone (the lesser of 9.5m or 2 ½ storeys). The dwelling is proposed to be 12.3m and 3.0 storeys (Attachment C).

The Zoning Bylaw currently measures the height of a building in several ways; for the RR2 zone this includes:

- a) a measured height for hillside development sight lines (bylaw section 7.13)
- b) a measured height in metres (maximum 9.5 metres),
- c) a measured height in storeys (maximum 2 ½ storeys), and

This proposal meets the requirements for the measured height in metres and for the hillside development sight lines, but a variance is necessary for the number of storeys proposed. Analysis of the height requirements are as follows:

- a) Hillside development sight lines: this regulation would apply to this proposal as the lot has a slope in excess of 10%. This regulation requires building height to not exceed a height which is 2.0m above the front property line of the uphill property. In this case the front lot line of the uphill property is at an elevation of ~495m, which thereby creates a maximum building height elevation of ~497m. The maximum height of the proposed building is at ~437.15m, which is an elevation difference of negative ~59.85m and therefore no views from the uphill property would be impacted. The proposal meets this regulation within the zoning bylaw.
- b) Measured height in metres: Based on the definition of height for a single detached dwelling on a lot that slopes upward from the road, *height means the vertical distance from the highest point on the building or structure to the average elevation of the rear property line*. The proposed top of roof is at an elevation of ~437.15m and the rear property line is at an elevation of ~448.24m (Attachment D) thereby providing a negative ~11.5m height clearance from rear property line elevation. Therefore, although the total building height would be 12.3m the proposed building would not exceed the elevation of the rear property line and therefore is in compliance with the definition.
- c) Measured height in storeys: based on the front elevation of the proposed dwelling the building is 3 storeys in height. As the RR2 zone only permits a 2 ½ storey building, a ½ storey variance would be required to permit the dwelling to be constructed.

The applicant has requested, and staff support the request to vary the RR2 zone height development regulations of section 14.2.6.(b) as follows:

From: The maximum height is the lesser of 9.5 m or 2½ storeys

To: The maximum height is the lesser of 12.3 m or 3.0 storeys

FINANCIAL IMPLICATIONS

☒ None ☐ Budget Previously Approved ☐ Other (see below)

COMMUNICATION

- This application was referred to internal departments and comments were provided and shared with the applicant. No concerns were raised regarding the proposed height of the building.
- Neighbour Consultation was completed and the applicant noted that supportive feedback was provided by 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 RECOMMENDATION(S)

1. THAT Development Variance Permit DVP00414 (Attachment A in the Report to Council dated March 18, 2025) for the property at 16166 Commonage Rd, legally described as Lot 5 Sec 8 Twp 14 ODYD Plan KAP85591 PID 027-336-409, to allow a 3 storey single-family dwelling, not be approved.
2. THAT Development Variance Permit DVP00414 (Attachment A in the Report to Council dated March 18, 2025) for the property at 16166 Commonage Rd, legally described as Lot 5 Sec 8 Twp 14 ODYD Plan KAP85591 PID 027-336-409, to allow a 3 storey single-family dwelling, be deferred pending receipt of additional information as identified by Council.

Respectfully Submitted,

**Carie Liefke, Manager of Current Planning
RPP, MCIP**

Report Approval Details

Document Title:	DVP00414 - 16166 Commonage Rd .docx
Attachments:	- Attachment A - DVP00414 - Draft Permit.pdf - Attachment B - DVP00414 - Location Map.pdf - Attachment C - DVP00414 - Elevations.pdf - Attachment D - DVP00414 - Site Layout.pdf
Final Approval Date:	Mar 13, 2025

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

Jeremy Frick, Director of Development Approvals - Mar 12, 2025 - 11:36 AM

Reyna Seabrook, Director of Corporate Services - Mar 12, 2025 - 5:22 PM

Paul Gipps, Chief Administrative Officer - Mar 13, 2025 - 7:36 AM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 13, 2025 - 10:06 AM

DEVELOPMENT VARIANCE PERMIT

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

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

PERMIT #: DVP00414
FOLIO #: 01760.070
ZONING DESIGNATION: RR2 – Rural Residential
ISSUED TO: Jalinder and Sukh Kallu
SITE ADDRESS: 16166 Commonage Rd., Lake Country, BC
LEGAL DESCRIPTION: LOT 5 SECTION 8 TOWNSHIP 14 OSOYOOS DIVISION YALE DISTRICT PLAN KAP85591
PARCEL IDENTIFIER: 027-336-409

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.

Development Variance Permit DVP00414 for 16166 Commonage Road, legally described as LOT 5 SECTION 8 TOWNSHIP 14 OSOYOOS DIVISION YALE DISTRICT PLAN KAP85591 varies Zoning Bylaw 561, 2007 in accordance with the following:

- a) Section 14.2.6.(b) – Permitted height of a single-family dwelling is varied:

From: The maximum height is the lesser of 9.5m or 2 ½ storeys

To: The maximum height is the lesser of 12.3 or 3.0 storeys, as shown on Schedule 'A'.

1. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, a security deposit is required in the amount of \$ Nil (125% of the Landscape Estimate and Environmental Monitoring Estimate).

- a) Cash in the amount of \$ N/A
b) A Certified Cheque in the amount of \$ N/A

c) An irrevocable Letter of Credit in the amount of \$ N/A

Upon acceptance of the works by municipal staff, 85% of the security shall be returned. The Municipality shall retain the remaining 15% for a period of 24 months from the date of acceptance of the works, during which time the Municipality may use the remaining security to replace the required works, if necessary. Upon the expiration of the 24 months warranty period, the Permit Holder must provide a statement certified by a qualified professional indicating that the works have met the requirements of the survival monitoring and reporting as identified in the Environmental Assessment Report along with the conditions specified in the Development Permit. The remaining security funds shall be refunded at the expiration of the 24 months warranty period, subject to a final inspection by Municipal staff to confirm the survival of the required works;

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 **TWO** 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.

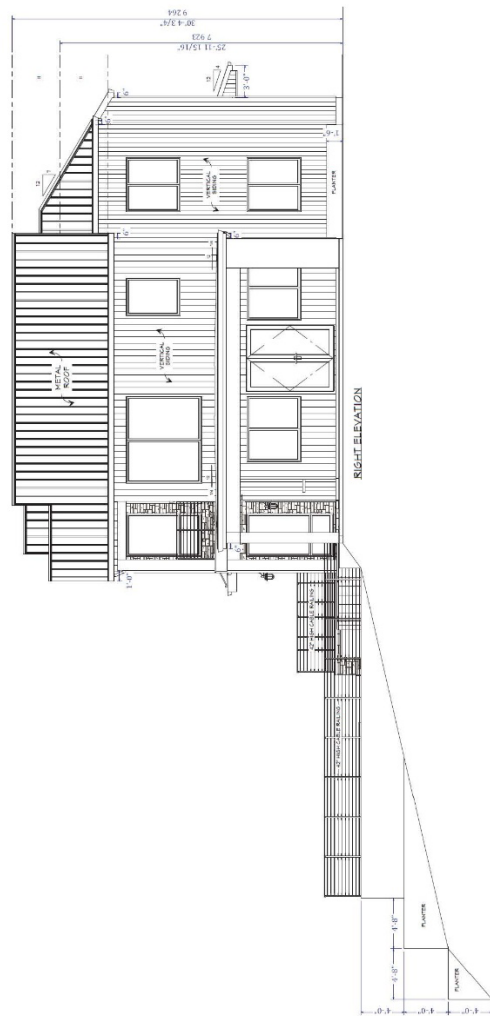
**THIS IS NOT A BUILDING PERMIT
OR A CERTIFICATE TO COMMENCE
CONSTRUCTION**

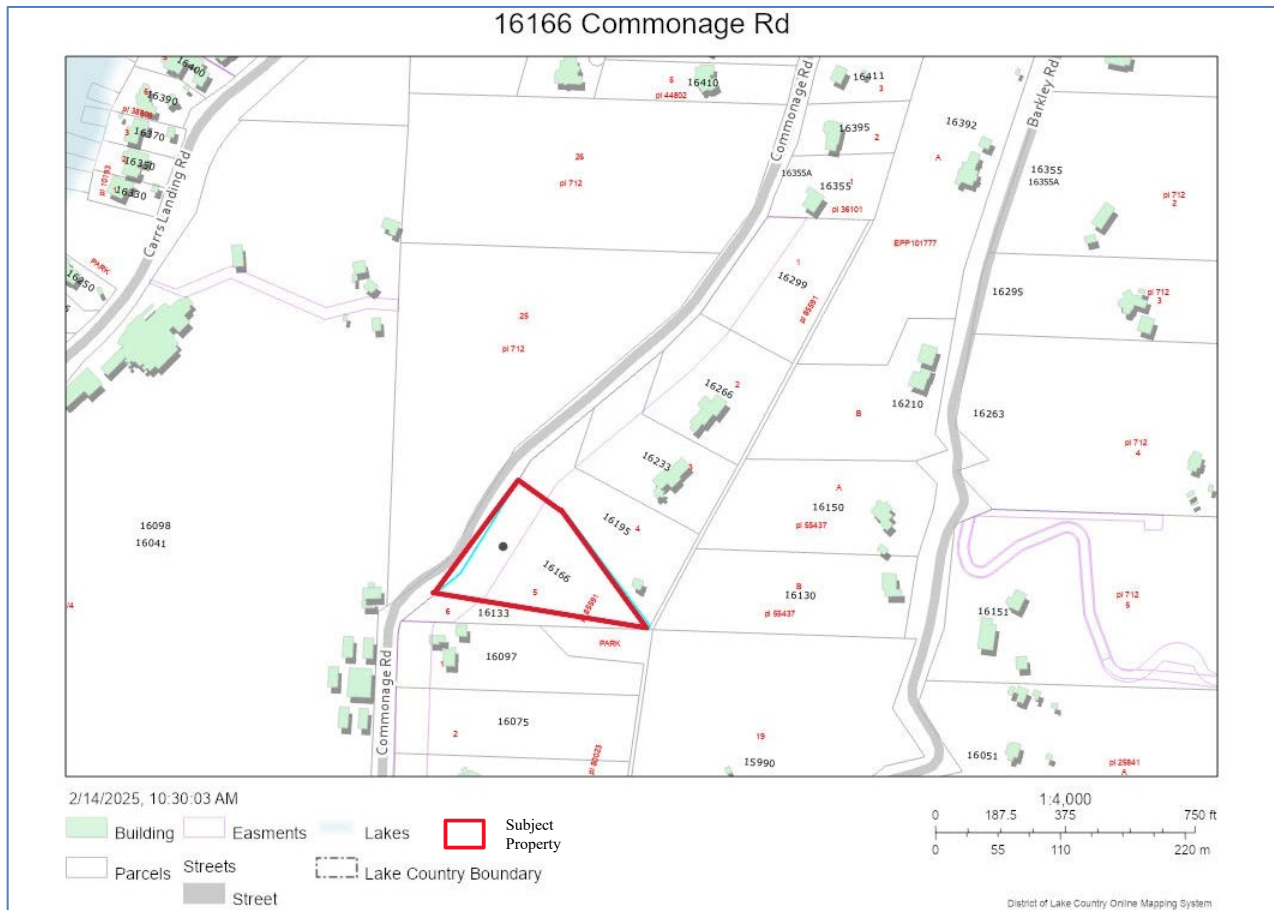
3. APPROVALS

Authorization passed by Council on the ____ day of _____ 2025.

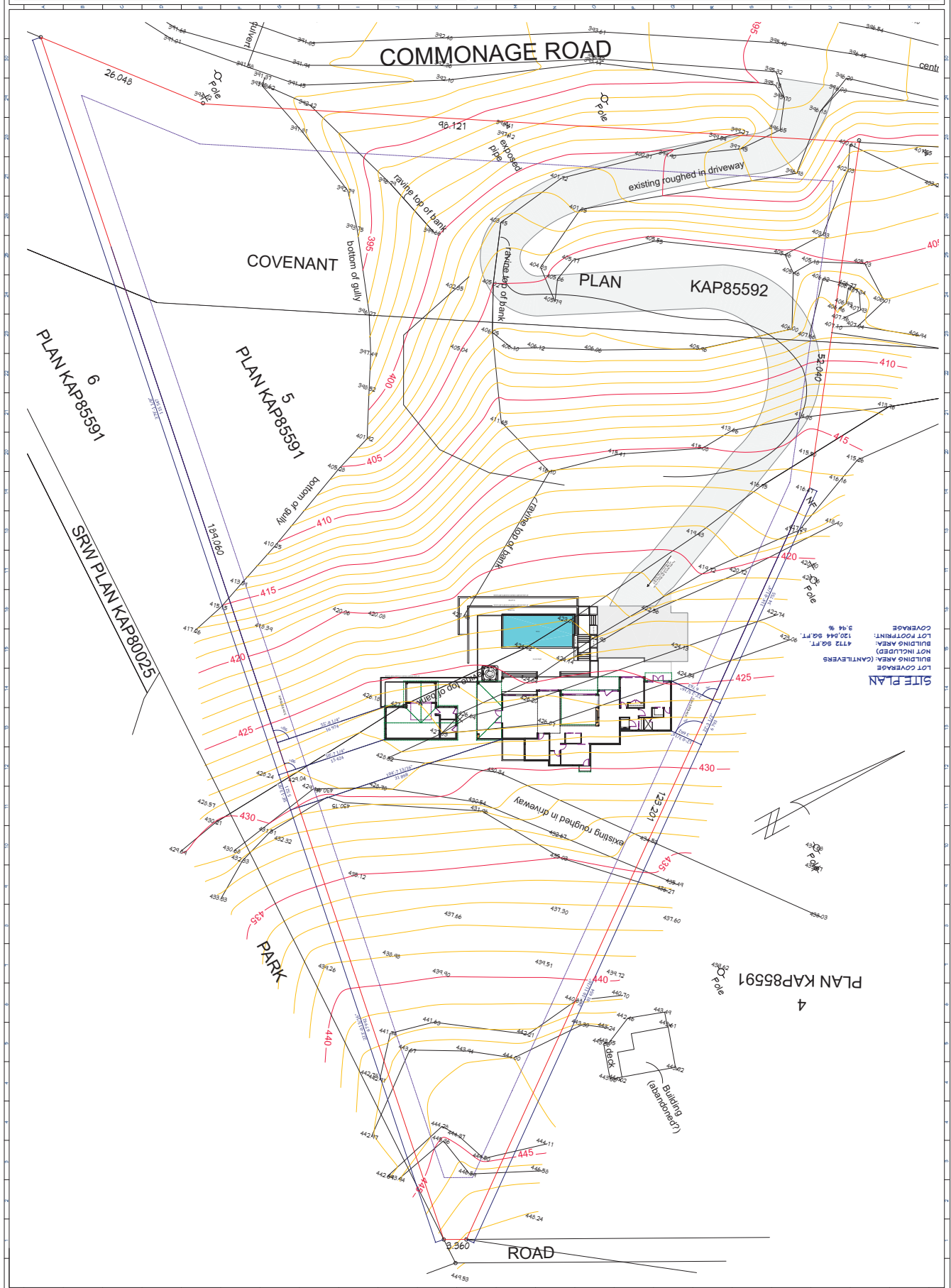
Issued by the Corporate Officer of the District of Lake Country this ____ day of _____, 2025.

Corporate Officer, Reyna Seabrook

[illegible]



REVISION TABLE			
NUMBER	DATE	REVISD BY	DESCRIPTION
C-01	2022-03-29	OS-P	CONSTRUCTION
C-02	2022-04-06	OS-P	CONSTRUCTION



To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

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

Title: Temporary Use Permit | TUP00106 | 11852 Hwy 97
Description: To authorize self-storage facility in the basement at Lakewood Mall for up to three (3) years.

RECOMMENDATION

THAT Temporary Use Permit TUP00106 (Attachment A in the Report to Council dated April 1, 2025) for the property at 11852 Hwy 97, legally described as LOT A SEC 22 TWP 20 ODYD PLAN KAP84477 EXCEPT PLAN EPP7410 (PID 027-158-098), to allow the temporary use of a self-storage facility in the basement of Lakewood Mall, be approved.

EXECUTIVE SUMMARY

The application is a Temporary Use Permit (TUP) to allow a self-storage facility in the basement at Lakewood Mall.

A Temporary Use Permit is regulated under the Local Government Act (Division 8) and permits a Temporary Use to occur on a specified parcel for 3 years (until April 1, 2028) which can be renewed (s.497-Local Government Act), subject to Council decision, for another 3 years (until April 1, 2031).

The applicant is confident a conveniently located self-storage facility at this location would be a viable business opportunity given its proximity to the Turtle Bay Marina & Resort, Rockridge residential community on Lake Hill Drive. It would be a discrete/non-visible (basement-level space) location sensitive to the aesthetics of the general zoning.

The applicant confirms that the vacant dormant basement space would be utilized for 15+ years. The income from this would substantially strengthen the financial position and facilitate finances to commence the renovation required to modernize and enhance the property.

Staff have no concerns with adding the new use to the temporary use and recommend the issuance of the Temporary Use Permit for three (3) years.

BACKGROUND

Property Information			
Application Type	Temporary Use Permit	Application Date: 2024-09-09	
Folio/Roll #:	2819.002		
PID & Legal Description	027-158-098; LOT A SECTION 22 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT PLAN KAP84477 EXCEPT PLAN EPP7410		
Civic Address:	11852 Hwy 97		
Applicant:	Lakewood Mall Investments Ltd.	Owner:	Lakewood Mall Investments Ltd.
OCP Designation:	Mixed Use Commercial		
Zoning Designation:	C1– Town Centre Commercial		
Land Use Contract	NA		
ALR:	NA		
Parcel Size:	~1.08 Ha (2.67 Ac)		
Development Permit Areas:	• Multiple Unit Development Permit Area		

	• Natural Environment Development Permit Area	
Water Supply:	Municipal	
Sewer:	Municipal	
Site Summary:	Zoning:	Use:
<i>North:</i>	P2, RM7, RU1	Residential
<i>East:</i>	DC12 – Direct Control 12	Business Units
<i>South:</i>	Oceola Road & Provincial Highway	Local Road & Hwy 97
<i>West:</i>	Provincial Highway	Hwy 97

ANALYSIS

The subject property fronts Highway 97, Oceola Road, and Pretty Road with access being provided from both Oceola Road and Pretty Road (Attachment B). The application requests a Temporary Use Permit (TUP) to allow a self-storage facility in the basement at Lakewood Mall. The state-of-art, temperature-controlled, automated self-storage facility would be located in the existing basement of the commercial building. The applicant intends to substantially renovate the basement (former bowling alley and pub) and install a service lift to facilitate a lease of 18,000 Sq Ft (Attachment C).

The applicants' investment strategy for the property includes:

- consolidating commercial retail units (CRUs) to facilitate a larger lease area for new tenant(s),
- creating additional interior leasable areas using the mall's common area,
- renovate and refurbish the exterior of the building,
- marketing the property as a lifestyle neighbourhood shopping centre which is anchored by the two national brands (Tim Hortons & Dollarama).

The applicant wishes to utilize the vacant dormant space within the basement for its full potential for the next 15+ years as *"a continuation of the current commercially oriented uses"* located on the site. The applicant has indicated that it is a substantial space that has been woefully under-utilized. The self-storage facility would be a viable business opportunity given its proximity to residential and commercial uses in the area (i.e. Turtle Bay Marina & Resort, Rockridge, etc.).

The applicant was issued a Development Permit, and a Building Permit in August 2023 and May 2024 for the exterior upgrades of the subject property. All of this contributes to the repositioning of the Lakewood Mall as a modern, lifestyle, neighbourhood shopping centre and community hub. In addition, the applicant is also aware of the BC Building Code, and if this application is approved the basement would need to be brought up to code. The property provides enough parking facilities (around basement exit doors) and therefore, parking vehicles for the use of the proposed storage facility should not be an issue.

District staff are supportive of the proposed development as the mixed-use commercial area would be of a high-quality design; the investment strategy and exterior upgrades would benefit the area, contribute to the community at large, and generate tax revenue. The proposal would also enhance the "complete community" concept in the District's Official Community Plan (OCP) as it would "both offer and support a variety of lifestyle choices, providing opportunities for people of all ages and abilities to live, work, shop, learn and play in close proximity to one another".

Local Government Act

Section 493 (2) A temporary use permit may do one or more of the following:

- (a) allow a use not permitted by a zoning bylaw;
 - (b) specify conditions under which the temporary use may be carried on;
 - (c) allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.
- (3) If a local government delegates the power to issue a temporary use permit under this section, the owner of land that is subject to the decision of the delegate is entitled to have the local government reconsider the matter.

Official Community Plan

The Official Community Plan (OCP) designates the property as Mixed-Use Commercial. Mixed-use commercial areas should be of high-quality design and appearance and contribute to the community at large.

Zoning Bylaw

The Zoning Bylaw assigns C1 – Town Centre Commercial. The C1 zone aims to designate and preserve land for the orderly development of financial services, retail stores, entertainment establishments, business support services, health services, and governmental services. A storage facility is not permitted within the C1 zone and therefore a Temporary Use Permit is necessary to allow this use.

COMMUNICATION

This application was referred to internal departments and comments were provided.

DLC Economic Staff: Support the application as storage is a service that is required in the community.

DLC Building Staff: Building permit(s) would be required for the change of use. The applicant will be required to comply with all requirements of the BC Building Code, including accessibility requirements.

DLC Bylaw Staff: The District has not received any complaints regarding the business or the property within the past three years.

DLC Engineering Staff: The property currently is adequately serviced to support the proposed Temporary Use Permit application. Infrastructure and Development Engineering have no concerns with this application.

DLC Protective Services Staff: The building's original fire system may require review to ensure it meets current safety standards. To mitigate future risks, modernizing the building with a sprinkler system and updating the fire alarm system would significantly enhance the building's safety profile. Regarding access requirements, the Fire Department requests an updated Fire Safety Plan and the installation of a KnoxBox to facilitate emergency access after hours, should the fire alarm be triggered. It is also recommended to contact both the Fire Department and the Building Department to discuss emergency communication requirements, as the cement basement may limit radio frequency communication without the installation of a radio frequency repeater.

As per the *Local Government Act* (s.494) and the Development Approvals Procedure Bylaw, neighbourhood consultation, a development notice sign has been installed on the property, a notice has been advertised in the local newspaper, and letters have been sent out to neighbouring property owners and tenants within 100m of the subject property.

OPTIONS

Should Council not concur with the staff recommendation, the following resolutions could be considered:

1. THAT Temporary Use Permit TUP00106 (Attachment A to the report dated April 1, 2025) for the property at 11852 Hwy 97, legally described as LOT A SEC 22 TWP 20 ODYD PLAN KAP84477 EXCEPT PLAN EPP7410 (PID 027-158-098), to allow the temporary use of a self-storage facility in the basement area of Lakewood Mall, be denied and the file be closed.
2. THAT Temporary Use Permit TUP00106 (Attachment A to the report dated April 1, 2025) for the property at 11852 Hwy 97, legally described as LOT A SEC 22 TWP 20 ODYD PLAN KAP84477 EXCEPT PLAN EPP7410 (PID 027-158-098), to allow the temporary use of a self-storage facility in the basement area of Lakewood Mall, be deferred pending receipt of additional information as identified by Council.

Respectfully Submitted,
Sheeja Vimalan, Planner

Report Approval Details

Document Title:	Temporary Use Permit TUP00106 - 11852 Highway 97 – New App.docx
Attachments:	- Attachment A-TUP00106-Draft Temporary Use Permit - Attachment B-TUP00106-Location Map and Site Plan - Attachment C-TUP00106-Site Plan and Floor Plan
Final Approval Date:	Mar 13, 2025

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

Steven Gubbels, Development Engineering Manager - Mar 12, 2025 – 9:12 AM

Carie Liefke, Manager of Current Planning- Mar 12, 2025 – 10:28 AM

Jeremy Frick, Director of Development Approvals- Mar 12, 2025 – 11:07 AM

Reyna Seabrook, Director of Corporate Services - Mar 12, 2025 – 4:52 PM

Paul Gipps, Chief Administrative Officer - Mar 13, 2025 - 7:40 AM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 13, 2025 - 10:09 AM

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 #: TUP00106
 FOLIO #: 2819.002
 ZONING DESIGNATION: C1 - Town Commercial
 ISSUED TO: Lakewood Mall Investments Ltd.
 SITE ADDRESS: 11852 Highway 97
 LEGAL DESCRIPTION: LOT A SECTION 22 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT PLAN KAP84477
 EXCEPT PLAN EPP7410
 PARCEL IDENTIFIER: 027-158-098

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 Temporary 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 TUP00106 legally described Lot A, Section 22, Township 20 Osoyoos Division Yale District Plan KAP84477 Except Plan EPP7410 is approved allowing a state-of-art, temperature-controlled, self-storage facility in the basement of Lakewood Mall, 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) The Basement Self-Storage facility is restricted to the area shown on Schedule 'A' attached to and forming part of this Permit;
- c) Prior to commencing the storage facility the owner must receive all necessary permits from the District (i.e. Development Permit(s), Building Permit(s), etc).

- d) No flammable, toxic or hazardous materials shall be transported to or stored on the subject property or within this or any other residential area at any time.
- e) Signage shall be governed by the District of Lake Country Signage Regulation Bylaw 501, 2004 (as amended).
- f) Failure to adhere to the conditions contained within this permit can result in the termination of the permit;
- g) This permit, issued as per Section 497 of the *Local Government Act* is valid for a three (3) year period and, upon application and subsequent approval by Council, may be extended only for one additional period up to 3 years at the discretion of Council.
- h) 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

3. APPROVALS

Authorizing resolutions passed by the Council on the **1st day of April, 2025.**

Issued by the Corporate Officer of the District of Lake Country this _____ day of April, 2025.

4. EXPIRY

Temporary Permit TUP00106 expires on the 1st day of April, 2028.

Corporate Officer, Reyna Seabrook

DISTRIBUTION & REVISIONS	
NO.	DATE
1	MAR 21, 2024
ISSUED FOR REVIEW	
NO.	DATE
NO.	DATE
NO.	DATE
NO.	DATE
NO.	DATE

This drawing, as an instrument of service, is the property of the Architects and may not be reproduced without their permission and unless the reproduction carries their name. All design and other information shown on this drawing is for use on the specified project only and may not be used otherwise without the written permission of the Architects.

This drawing must not be scaled. Contractors shall verify all dimensions prior to commencement of work, and any omissions or discrepancies shall be reported to the Architect.

PROJECT NAME

LAKWOOD MALLSHOPPING CENTRE
BASEMENT - SELF-STORAGE FACILITIES
11852 HWY 97
LAKE COUNTRY B.C. B.C.

SHEET TITLE
BASEMENT
FLOOR PLAN

SHEET INFO	
DATE CREATED	MAR 21,2024
DRAWN BY:	JURL
CHECKED BY:	-
SCALE:	1/8"=1'-0"

PROJECT NO. 1185
DRAWING NO.

A1
REVISION NO.



WALL LEGEND

REMOVE EXISTING

EXISTING WALLS TO REMAIN

NEW INTERIOR NON-LOAD BEARING WALLS
TO U/S OF NEW SUSPENDED CEILING AT 10' A.F.F.
3-5/8" METAL STUDS AT 16" O.C.
EXPANDED LATH SCREWED TO STUDS ON EACH SIDE
C.W. 5/8" TYPE X GYP/ BOARD EACH SIDE
OR
6" CONCRETE BLOCK
EPOXY PAINT FINISH

EXISTING FLOOR-CEILING

STRAP EXST'G. O.W.S.J WITH HAT TRACK AT 24" O.C.
APPLY 2 LAYERS OF TYPE X 5/8" GYP. BRD
EPOXY PAINT FINISH

DOORS

ALL DOORS TO BE 3070 METAL WITH A F.R.R. OF 1 HR
SET IN PRESSED STEEL FRAMES
C.W. SEP CLOSING DEVICES AND LOCKSET

ALTERNATE TO DOUBLE DOORS
ROLL-UP TYPE DOORS SET IN STEEL FRAMES

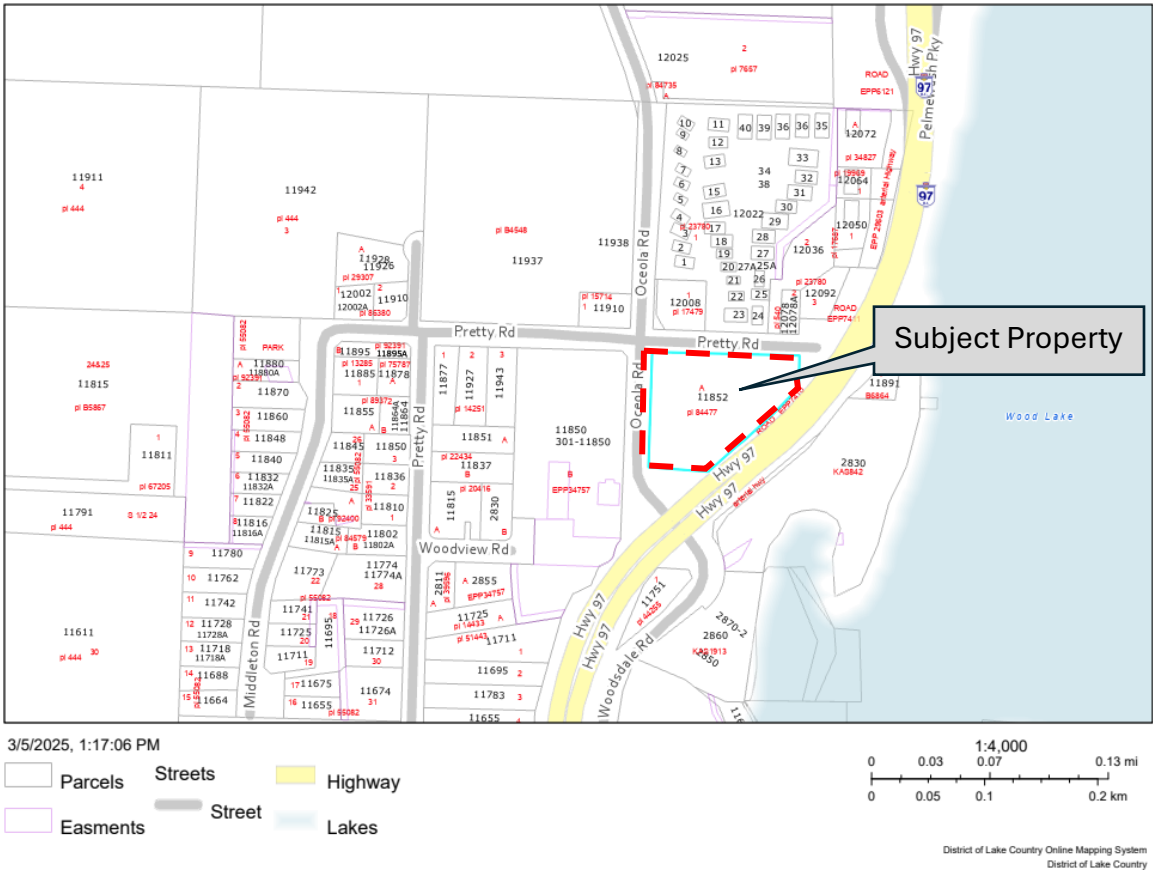
NOTE

CONTRACTOR TO VERIFY ALL SITE CONDITIONS AND
MEASUREMENT BEFORE PROCEEDING WITH ANY WORK

SELF STORAGE NET AREAS	
53x4 =	212
65x8	= 520
107x4	= 428
118x4	= 472
118x4	= 472
119x1	= 119
125x1	= 125
167x9	= 1503
176x4	= 704
260x1	= 260
287x8	= 2296
352x6	= 2112
417x4	= 1668
510x1	= 510
560x2	= 1120
718x1	= 718
TOTAL	12,767 S.F. = 1186.054 S.M.

BASEMENT FLOOR PLAN
SCALE 1/8"=1'-0"
G.F.A. 18,661 S.F = 1733.606 S.M.

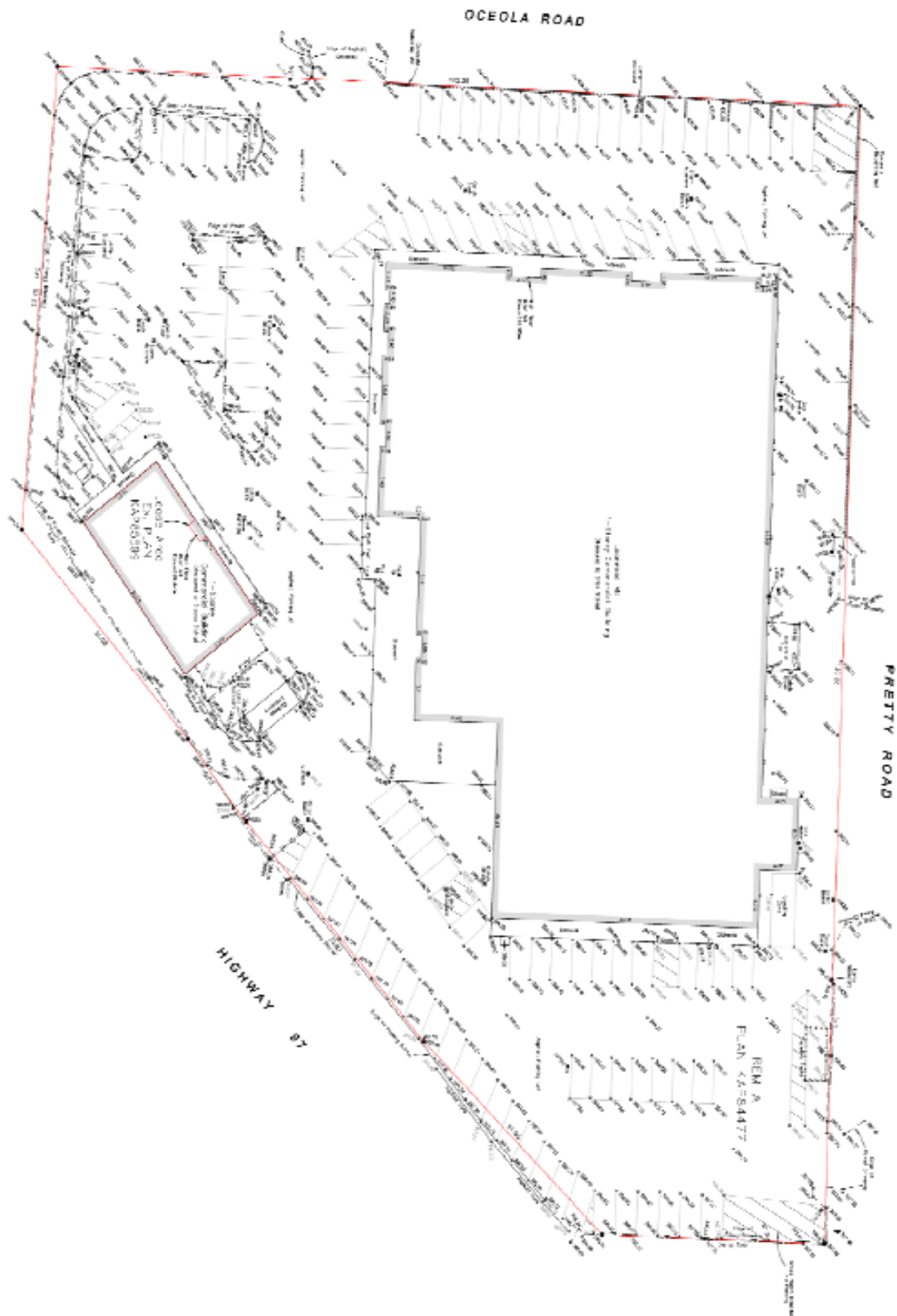
Location Map



Orthophoto



Site Plan



To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

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

Title: Agricultural Land Reserve | ALR00191 | 14550 Middle Bench Road
Description: Application to allow reconstruction of an existing dwelling on a property within the Agricultural Land Reserve.

RECOMMENDATION

THAT Agricultural Land Reserve ALR00191 application for the property at 14550 Middle Bench Road, legally described as LOT B DISTRICT LOT 7 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP53917 EXCEPTPLAN KAP73100 PID: 019-103-620, to allow reconstruction of an existing dwelling, be approved.

EXECUTIVE SUMMARY

The subject property (Attachment A) is zoned A1—Agriculture and is located within the Agricultural Land Reserve (ALR). The applicant proposes to rebuild the additional dwelling (over 90m²) on the subject property that has fallen into disrepair with the intent to accommodate family members.

The proposal is consistent with the District's Official Community Plan (OCP), the Zoning Bylaw A1 - Agriculture 1 and the Provincial legislation including the *Agricultural Land Commission Act*.

BACKGROUND

Property Information			
Application Type	ALR Application		Application Date: 2024-07-23
Folio/Roll #:	9275.192		
PID & Legal Description	019-103-620; LOT B DISTRICT LOT 7 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP53917 EXCEPTPLAN KAP73100		
Civic Address:	14550 Middle Bench Road		
Applicant:	Elizabeth Ellison	Owner s):	Elizabeth Ellison
OCP Designation:	Agricultural		
Zoning Designation:	A1 - Agriculture 1		
Land Use Contract	N/A		
ALR:	ALR		
Parcel Size:	4.26 Ha/10.527 Acres		
Development Permit Areas:	Natural Environment Development Permit Area		
Water Supply:	Municipal		
Sewer:	Private		
Site Summary:	Zoning:	Use:	
North:	A1 - Agriculture 1	Agriculture	
East:	A1 - Agriculture 1	Agriculture	
South:	A1 - Agriculture 1	Agriculture	
West:	A1 - Agriculture 1	Agriculture	

ANALYSIS

In addition to the existing principal residence, the applicant has a house on the northeast corner of the property (built in 1920) which has fallen into disrepair (Attachment B). The applicant proposes to rebuild the additional house with a main floor and walk-out basement on the same footprint; the total area of the proposed dwelling would be greater than 90m². The additional residence would be occupied by family members. The property has farm status from BC Assessment.

As per section 20.1 of the *Agricultural Land Commission Act*, the owner has submitted a non-adhering residential use application (Attachment C) to the Agricultural Land Commission (ALC) to request permission to rebuild a residential structure on the property (Figure 1). An application to the Commission, and Commission approval of that application, are requirements to replace residences which pre-date the ALR (older than December 21, 1972) (Attachments D and E). The applicant is seeking support from the Committee members to rebuild the additional residence in the Agricultural Land Reserve (ALR).

Rebuilding the house would not impact on the agricultural use of the land as it is proposed to be built on the existing footprint. The proposed house would enhance the neighbourhood (as the existing dilapidated house would be removed) and would provide much-needed housing.

Official Community Plan

The property is within the OCP Agricultural designation on Map 1: Future Land Use. The property falls within the District's Natural Environment Development Permit Areas (DPA); however, a Development Permit would not be required as it corresponds to the OCP exemptions (s.21.9.a) stated: A Development Permit will not be required if the development consists of the following:

- a. *Land is no longer considered environmentally sensitive due to the loss of environmental features, functions and conditions as a result of a previously approved development.*

Zoning Bylaw

The property is A1 – Agriculture Zone; an additional single-family dwelling is permitted under the Buildings and Structure Permitted (s. 12.1.5 (c)) provided that the additional dwelling has been approved by Council.

District staff are supportive of the proposed development as it is consistent with the OCP's Agricultural goals (s.14.1.1): Protect and enhance the agricultural sector within the District of Lake Country.

Agricultural Advisory Committee (AAC)

The AAC reviewed this application at their March 10, 2025 meeting. The AAC supported the application.

FINANCIAL IMPLICATIONS

☒ None ☐ Budget Previously Approved ☐ Other (see below)

COMMUNICATION

Internal Referrals were sent out on January 23, 2025.

DLC Staff comments:

- The property is currently adequately serviced to support the proposed reconstruction of an existing dwelling.
- The District of Lake Country Subdivision and Development Servicing Bylaw 1121, 2020 exempts single dwelling applications from the requirement to construct, install or pay monies in lieu of highways, walkways, curbs, gutters, sidewalks, street lighting and underground wiring.
- Should the applicant wish to connect the proposed dwelling to the municipal water/sewer system, an application would be required at the time of the building permit. A1 zoning permits the use of an on-site water source (well).
- The existing water meter would need to be relocated to a meter pit on the property and the new dwelling would need to be connected to the existing water service.

-
- No person shall excavate or fill land to construct works, nor shall any person construct or install any of the works until a Certificate to Commence Construction is issued.

ALTERNATE RESOLUTION OPTIONS

1. THAT Agricultural Land Reserve ALR00191 application for the property at 14550 Middle Bench Road, legally described as LOT B DISTRICT LOT 7 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP53917 EXCEPTPLAN KAP73100 PID: 019-103-620, to allow reconstruction of an existing dwelling, not be approved.
2. THAT Agricultural Land Reserve ALR00191 application for the property at 14550 Middle Bench Road, legally described as LOT B DISTRICT LOT 7 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP53917 EXCEPTPLAN KAP7310 PID: 019-103-620, to allow reconstruction of an existing dwelling, be deferred pending receipt of additional information as identified by Council.

Respectfully Submitted,
Sheeja Vimalan, Planner

Report Approval Details

Document Title:	ALR00191 - 14550 Middle Bench Road - Rebuild Additional Dwelling.docx
Attachments:	<ul style="list-style-type: none"> - Attachment A-ALR00191-Location Map and Orthophoto.pdf - Attachment B-ALR00191-Site Plan and Site Photos.pdf - Attachment C-ALR00191-ALC Application ID 103578.pdf - Attachment D-ALR00191-Agricultural Land Commission Act - Excerpt.pdf - Attachment E-ALR00191-ALC Info Bulletin 5.pdf
Final Approval Date:	Mar 13, 2025

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

Steven Gubbels, Development Engineering Manager - Mar 12, 2025 - 10:29 AM

Carie Liefke, Manager of Current Planning - Mar 12, 2025 - 10:49 AM

Jeremy Frick, Director of Development Approvals - Mar 12, 2025 - 4:21 PM

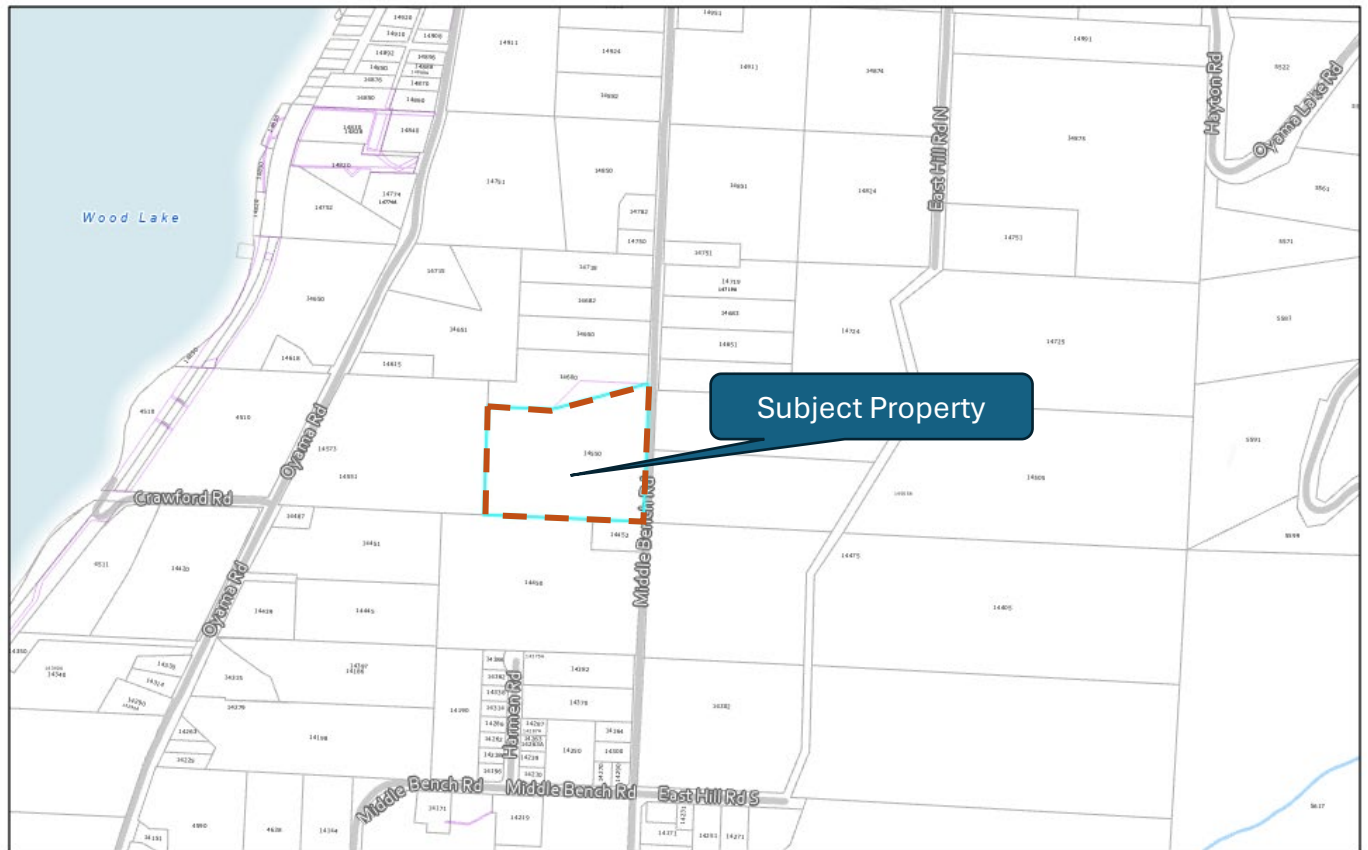
Reyna Seabrook, Director of Corporate Services - Mar 12, 2025 - 5:23 PM

Paul Gipps, Chief Administrative Officer - Mar 13, 2025 - 7:38 AM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 13, 2025 - 10:10 AM

Location Map

District of Lake Country Map



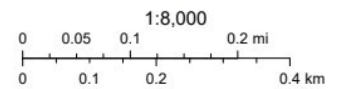
Orthophoto with ALR feature

District of Lake Country Map



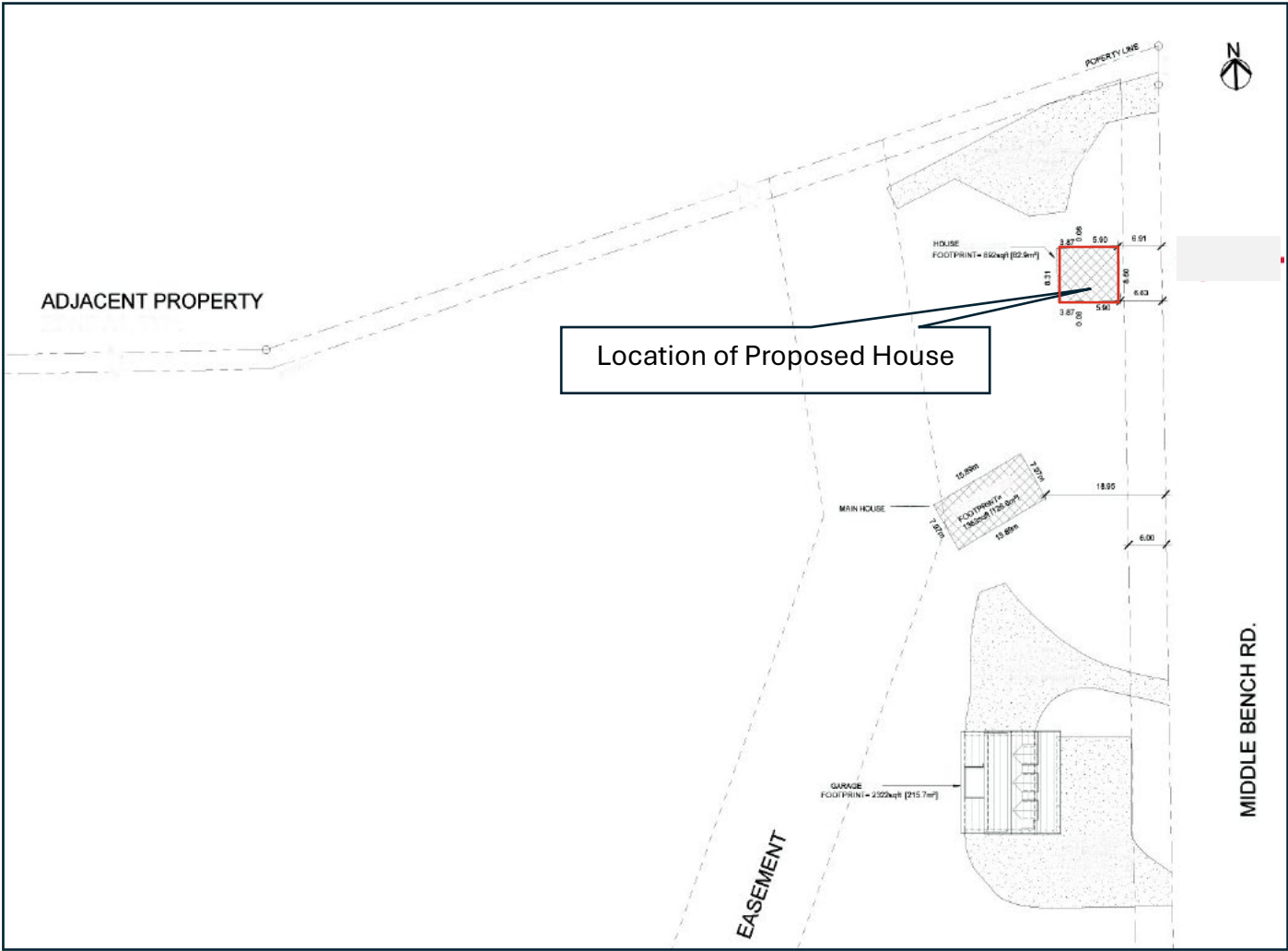
1/26/2025, 4:41:11 PM

- | | | | |
|--------------------|-----------|---------|-----------------------|
| ALR | Easements | Streams | Lake Country Boundary |
| Parcels (On Ortho) | Streets | Stream | |
| Parcels | Street | Lakes | |



District of Lake Country Online Mapping System
District of Lake Country

Site Plan



Site Photos



View from Middle Bench Rd



View from the Northside of the property



View from the West side of the property



North west view of the structure



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 103578
Application Type: Non-Adhering Residential Use within the ALR
Status: Submitted to L/FNG
Name: Ellison
Local/First Nation Government: District of Lake Country

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description LOT B DISTRICT LOT 7 OSOYOOS DIVISION YALE DISTRICT PLAN KAP53917 EXCEPT PLAN KAP73100
Approx. Map Area 4.25 ha
PID 019-103-620
Purchase Date Jul 12, 2007
Farm Classification Yes
Civic Address 14550 Middle Bench Road, Lake Country, BC
Certificate Of Title Tile Search - 2024-07-29.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Elizabeth Ellison	Not Applicable	2503177060	andell@shaw.ca	Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? No

3. Primary Contact

Type	Land Owner
First Name	Elizabeth
Last Name	Ellison
Organization (If Applicable)	No Data
Phone	2503177060
Email	andell@shaw.ca

4. Government

Local or First Nation Government: District of Lake Country

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	Six acres planted in cherry trees.
--	------------------------------------

Describe all agricultural improvements made to the parcel(s).	Agricultural improvements were made in 2007. Including clearing, fencing, irrigation, fruit tree planting.
--	--

Describe all other uses that currently take place on the parcel(s).	Residential house approximately 126 m2. Workshop/garage approximately 215 m2. In addition, there is a secondary house approximately 83 m2. This is the house that we are apply for.
--	---

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Residential	A neighbour's home.
East	Agricultural / Farm	Acreage planted in cherries and apples.
South	Residential	A neighbour's home.
West	Agricultural / Farm	Acreage with house and orchard planted in cherries.

6. Proposal

Is your proposal for a principal residence with a total floor area greater than 500 m²?	No
Is your proposal to retain an existing residence while building a new residence?	No
Is your proposal for an additional residence?	Yes
Is your proposal for temporary foreign worker housing?	No
Do you need to import any fill to construct or conduct the proposed non-adhering residential use?	Yes
What is the purpose of the proposal?	The purpose of our application is to replace an existing house. This house was built in the 1920s. It is approximately 83 m ² on the main floor. It consists of a main floor, attic and walk out basement. It has fallen into disrepair. We would like permission to demo and rebuild the house on the same footprint. Doing so will not interfere with the agricultural activity on the property.
Is your proposal necessary for farm use? If so, please explain.	No. We would like to rebuild this house for our son to live in. We are getting older and would like him close by to give us a hand.
Will the proposed residence(s) be	The residence will remain in the same footprint that it is currently in. It has

clustered with existing residential structures? Please explain. been there since the 1920s. Replacing the building will not interfere with the agricultural activity currently on the property.

Will the proposed residence(s) be located within a 60 m setback from the front lot line? Please explain. The residence will remain in the same footprint that it is currently in.

Where on the parcel will the proposal be situated and is there an agricultural rationale for the proposed location? The residence will remain in the same footprint that it is currently in. It is located on the northeast corner of the property.

Describe any infrastructure required to support the proposed residence(s) and the approximate area (m²) required for that infrastructure We would need water from the District of Lake Country. All other infrastructure is in place.

Proposal Map / Site Plan Site Plan.pdf

Detailed Building Plans Proposed build exterior-floor plan-14550 Middle Bench Road Lake Country.pdf

Existing Residence	Total Floor Area	Description
#1	126m ²	The residence was built in the early 1970s and has a main floor, basement and attic. The main floor is approximately 126 m2. The basement is approximately 80 m2.
#2	166m ²	83 m2 on the main floor with approximately the same in the basement. Small attic.
Proposed Residence	Total Floor Area	Description
#1	180m ²	The residence will have the same footprint as it currently has. The property is sloped, and it will have a main floor (90 m2) and walk out basement (90 m2)

Soil and Fill Components

Describe the type and amount of fill proposed to be placed. Structural fill/gravel would need to be brought in for around the new foundation.

Fill to be Placed

Area	55 ha
Maximum Depth	2.5 m
Average Depth	1.5 m

7. Optional Documents

Type	Description	File Name
Other files that are related	Photos of the current house	Photos-14550 Middle Bench Road Lake Country.pdf
Other files that are related	District of Lake Country map	DLC GIS map-14550 Middle Bench Road.pdf
Other files that are related	District of Lake Country aerial view of the property	DLC GIS map- Aerial 14550 Middle Bench Road.pdf

Agricultural Land Commission Act

Residential use of agricultural land

20.1 (1) Unless permitted under section 20.2, 25 or 45 or the regulations, an owner of agricultural land who constructs, alters or uses a residential structure on the agricultural land must comply with all of the following:

- (a) the agricultural land may have no more than one residence per parcel;
- (b) the total floor area of a principal residence must be 500 m² or less;
- (c) the residential structure must be sized, sited and used, in accordance with all applicable regulations.

(2) An owner may apply

- (a) to the commission for permission under section 25 for a non-adhering residential use, or
- (b) in the manner set out in the regulations for a variation of or exemption from a regulation with respect to size or siting.

Agricultural Land Reserve Use Regulations

Part 4 – Residential Uses - Division 2 – Additional Residences

Pre-existing residential structures constructed before February 22, 2019

34.1 (1) The use of agricultural land for an additional residence that is a pre-existing residential structure is permitted if

- (a) the residence is constructed in accordance with all applicable enactments, and
- (b) on February 22, 2019, the size, siting and use of the residence complied with section 3 (1) (b) (ii) or (b.1) (ii) or (iii) of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, B.C. Reg. 171/2002, as it read on February 21, 2019.

(2) The size and siting of a residence permitted under this section must not be altered unless one of the following applies:

- (a) the alteration is permitted under section 25 or 45 of the Act;
- (b) in the case of a manufactured home, the alteration does not increase the size of the manufactured home;
- (b) in the case of residence that is not a manufactured home, the alteration does not increase the total area occupied by all residences and other residential structures, roads and service lines, and all agricultural land between them.

[en. B.C. Reg. 190/2021, s. 4.]

Additional residences constructed after December 30, 2021

- 34.3** (1) The use of agricultural land for an additional residence for which construction begins after December 30, 2021 is permitted on a parcel if all of the following conditions are met:
- (a) at the time that construction begins, the parcel has located on it only one residence, whether or not a secondary suite is located in the residence as permitted under section 31;
 - (b) neither residence will be attached to, nor be part of, the other residence;
 - (c) one of the following applies to the residences, as constructed:
 - (i) if the parcel is 40 ha or less, there will be
 - (A) one residence, the total floor area of which is 500 m² or less, and
 - (B) one residence, the total floor area of which is 90 m² or less;
 - (ii) if the parcel is more than 40 ha, there will be
 - (A) one residence, the total floor area of which is any size permitted under the Act, and
 - (B) one residence, the total floor area of which is 186 m² or less.
- (2) The size of a residence permitted under this section must not be altered unless one of the following applies:
- (a) the alteration is permitted under section 25 or 45 of the Act;
 - (b) the alteration does not increase the size of the residence beyond the size permitted under subsection (1) (c).
- (3) Nothing in this section prevents the granting of permission, under section 25 or 45 of the Act, for additional residences to be constructed after the additional residence permitted under this section.
- [en. B.C. Reg. 190/2021, s. 4.]

ALC INFORMATION BULLETIN 05 RESIDENCES IN THE ALR

EXCERPT

- If a landowner wishes in the absence of certain grandfathering exceptions to have a *principal residence* having a total floor area that is more than 500 m², to have an *additional residence* having a total floor area that is more than permitted by the ALR Use Regulation, to have a second *additional residence*, or to use a *residential structure* in a manner that contravenes the regulations, the landowner may submit an application to the Commission, through the local government or First Nation Government, seeking Commission approval: ALCA, ss. 20.1(2), 25. The ALCA calls this type of application an “**application for a non-adhering residential use**”. More information about this type of application is provided later in this bulletin under the heading “Applications for *Non-Adhering Residential Use*”.

5. NEW CONSTRUCTION OF AN ADDITIONAL RESIDENCE AFTER DECEMBER 31, 2021 WHERE THERE IS AN EXISTING RESIDENCE

No application is required to the Commission in order to *construct* an *additional residence* for which construction begins after December 31, 2021 if:

- at the time that construction begins, the parcel has located on it only one residence, whether or not a permitted secondary suite is located in the residence;
- neither residence will be attached to, nor be part of, the other residence;
- when constructed, one of the following applies to the residences:
 - if the parcel is 40 ha or less, there will be:
 - one residence, the total floor area of which is 500 m² or less; and
 - one residence, the total floor area of which is 90 m² or less;
 - if the parcel is more than 40 ha, there will be:
 - one residence, the total floor area of which is any size permitted under the ALCA; and
 - one residence, the total floor area of which is 186 m² or less.

11. APPLICATIONS FOR NON-ADHERING RESIDENTIAL USE

An owner may apply to the Commission for permission under section 25 of the ALCA for a *non-adhering residential use*: ALCA, s. 20.1(2). A “**non-adhering residential use**” means “any of the following: (a) an *additional residence*; (b) a *principal residence* having a total floor area that is more than 500 m²; (c) a use of a *residential structure* that contravenes the regulations”: ALCA, s. 1(1).

For more information on making applications to the Commission, please see the Commission’s website, at www.alc.gov.bc.ca/application-and-notice-process.

Section 25(1) of the ALCA provides that on receiving a use application the Commission normally may:

- refuse permission for the use applied for,
- grant permission, with or without limits or conditions, for the use applied for, or
- grant permission for an alternative use or subdivision, with or without limits or conditions, as applicable.

With respect to an application for a *non-adhering residential use*, the Commission (a) must consider the prescribed criteria, if any, (b) must not grant permission for an *additional residence* unless the *additional residence* is necessary for a farm use; and (c) must reject the application if required by the regulations to do so: ALCA, s. 25(1.1).

Examples of considerations that the Commission may take into account in determining a use application are found here: www.alc.gov.bc.ca/application-and-notice-process/applications/what-the-commission-considers.

12. GLOSSARY

The following key definitions are relevant to this information bulletin:

“additional residence” means “a residence on a parcel of agricultural land, other than the *principal residence*”: ALCA, s. 1(1)

“alter” means “the following: (a) to alter the exterior of a structure so as to increase its size; (b) to move or *alter* the exterior walls or edges of a structure so as to change its siting”: ALCA, s. 1(1)

“basement” pursuant to Commission Resolution No. 056N/2019 means a single storey (Commission Resolution No. 112N/2024) below the first floor with a vertical height of more than 1.8 metres and having more than one-half its vertical height below the average finished grade at the perimeter of a building, (Commission Resolution No. 094N/2022) that does not extend beyond the outer surface of the exterior wall of the first floor.

“construct” means “the following: (a) to build a new structure; (b) to place on land a new structure that is fully or partially pre-fabricated; (c) to replace a structure, 75% or more of which has been substantially damaged or destroyed”: ALCA, s. 1(1)

“crawl space” means an unfinished space below the first floor with a vertical height of less than 1.8 metres pursuant to Commission Resolution No. 094N/2022.

“non-adhering residential use” means “any of the following: (a) an *additional residence*; (b) a *principal residence* having a total floor area that is more than 500 m²; (c) a use of a *residential structure* that contravenes the regulations”: ALCA, s. 1(1)

“pre-existing residential structure” means “a *residential structure* that exists on agricultural land on the date this section comes into force [February 22, 2019], and (a) is an *additional residence*, (b) is a *principal residence* having a total floor area of more than 500 m², or (c) is of a size or is sited in contravention of a regulation”: ALCA, s. 20.2

“prescribed residential structure” is either a “structure” that, or a “vehicle” that, is “used, whether permanently or temporarily, to provide or in connection with providing accommodation as described in [Part 4 of the ALR Use Regulation]”: ALR Use Regulation, s. 29

“residential structure” means “a structure used, during all or part of the year and whether fully or partially, as (a) a residence, (b) if prescribed, accommodation, or (c) if prescribed, in relation to a residence or accommodation”: ALCA, s. 1(1)

“residential use” means “a use of agricultural land for a *residential structure*” but “does not include a *farm use* or a *soil or fill use*”: ALCA, s. 1(1)

“total floor area of an additional 90 m² or 186 m² residence” of 90 or 186 m² permitted in the ALR Use Regulation, pursuant to Commission Resolution No. 106N/2023, is measured to the inner surface of exterior walls, to account for prefabricated construction methods, including corridors, hallways, landings, foyers, staircases, stairwells, enclosed or partially enclosed (covered roof and/or sidewalls) balconies (Commission Resolution No. 109N/2024), enclosed porches or verandas, *basements*, attached garages and unenclosed carports as part of the total floor area, with the following exceptions:

- (a) attached garages are excluded from the total floor area calculation if the *additional residence* occupies the second storey above a one storey garage (i.e., a carriage house) if:
 - i. the garage is for the storage or parking of motor vehicles for the principal residence;
 - ii. the garage is one large space accessed by garage doors;
 - iii. the TFA of the garage located on the first storey must be no greater than the maximum allowable TFA of the *additional residence* located on the second storey (90 m² for parcels less than 40 ha or 186 m² for parcels greater than 40 ha);
 - iv. There is no internal connection between the garage and an *additional residence* (i.e., the garage must not be intended for the *additional residence*); and,
 - v. the *additional residence* when above a garage must be clustered close to the principal residence (i.e., next to the principal residence) (Commission Resolution No. 110N/2024), and
- (b) attics, with attic meaning the unfinished space between the roof and the ceiling of the top storey of a building or between a partial wall and a sloping roof. This exception only applies if this unfinished space is created by the use of roof trusses. The unfinished attic space created by the use of attic trusses or rafters in the construction of a residence is **not excluded from the calculation of total floor area**, and
- (c) *crawl spaces*.

To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

Prepared by: Matthew Salmon, Infrastructure & Development Engineering Director
Department: Infrastructure & Development Engineering

Title: Development Cost Charge (DCC)
Description: Adoption of Development Cost Charge Bylaw 1233, 2024 and Development Cost Charges Update Policy 214, 2025

RECOMMENDATION

THAT Development Cost Charge (DCC) Amendment Bylaw 1233, 2024 be adopted;
AND THAT the Development Cost Charges Update Policy 214, 2025 be adopted.

EXECUTIVE SUMMARY

The District is updating the DCC Bylaw for Water, Sanitary Sewer and Roads DCC rates. The proposed DCC Bylaw has been considered by Council on [July 16, 2024](#), [September 10, 2024](#) and [January 14, 2025](#).

Since the Council gave the draft DCC Bylaw third reading in January, it has been approved by the Inspector of Municipalities.

As part of the DCC bylaw update, Council requested a DCC Update Policy (Attachment B) be created to ensure that updates to the DCC program and bylaw occur on a regular basis, this will provide greater certainty to the development industry as well as fiscal sustainability for the District's DCC reserves. The provincial DCC Best Practices Guide (BPG) provides recommended best practices with respect to the frequency of undertaking DCC updates – major, minor and annual. Both major and minor updates require approval from the Inspector of Municipalities:

1. **Major.** As per provincial best practices, a major review of the DCC program and bylaw should be considered at least once every five years, involving a full review of the DCC methodology.
2. **Minor.** The District should consider undertaking a minor review of the DCC program in-between major updates (i.e. every 2 to 4 years), as an adjustment to the charges to reflect changing factors.
3. **Annual.** Annual DCC updates keep up with inflation and maintain fiscal sustainability of the DCC program and its reserves. A local government may undertake an inflationary update to its DCC Bylaw once a year for up to four years, without the need to obtain approval from the Inspector of Municipalities.

Council has opted to deal with requests for Reductions and Waivers of DCC's on a case-by-case basis rather than create a Reductions and Waivers Bylaw.

Extensive work has been undertaken to strike the balance between ensuring the capital infrastructure programs reflect the fundamental infrastructure needs to support development within the community whilst being sensitive to DCC's not being a barrier to development.

The District has consulted with development industry stakeholders throughout the preparation of this major DCC update and will continue to communicate the changes and provide guidance and information bulletins. The Planning and Development Department has had discussions with UDI and the CHBA Okanagan to inform them that our DCC rates will be changing and that all applications after the adoption date will be charged the new DCC rates. In stream projects will be protected from the new DCC rates if the relevant building permit has been issued within one year of the new bylaw adoption. Our current development application turn around times are sufficient to ensure complete submissions are processed under the existing DCC rates. Letters have been sent out on existing development applications to ensure awareness of the upcoming rate changes and give opportunity to take steps to receive in stream protection. There will be follow up with applicants prior to the end of the one-year protection period to confirm that they are aware of the upcoming changes to their DCC rates.

The Local Government Act ensures in-stream protection for new DCC rates affecting Subdivision or Building Permit (BP) applications. To benefit from this protection, in-stream applications must secure Subdivision approval or BP issuance within 12 months from the date of adoption. In-stream subdivision applications have one year to register their subdivision and pay the previous DCC rates. If works and services are incomplete, the owner can apply for early subdivision registration by entering a Servicing Agreement and providing sufficient security to cover the cost of completing the required works and services. Lots that receive early registration will be registered with covenants preventing the issuance of Building Permits until the works and services have reached substantial performance. Additionally, a covenant may be added to restrict the sale of lots until the works and services are completed.

ALTERNATE RECOMMENDATION

THAT the Development Cost Charge (DCC) Amendment Bylaw 1233, 2024 and the Development Cost Charges Update Policy 214, 2025 be referred back to staff for revisions as determined by Council.

Respectfully Submitted.

Matthew Salmon, Infrastructure & Development Engineering Director

Report Approval Details

Document Title:	Development Cost Charge (DCC) Bylaw Adoption.docx
Attachments:	- Attachment A-DCC Bylaw 1233, 2024-Tracked Amendments.pdf - Attachment B-DCC Update Policy 214, 2025.pdf
Final Approval Date:	Mar 11, 2025

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

Reyna Seabrook, Director of Corporate Services - Mar 11, 2025 - 12:20 PM

Paul Gipps, Chief Administrative Officer - Mar 11, 2025 - 2:50 PM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 11, 2025 - 3:00 PM

DISTRICT OF LAKE COUNTRY

BYLAW 1233

A BYLAW TO AMEND DEVELOPMENT COST CHARGES

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

1. Development Cost Charge Bylaw 950, 2016 is hereby amended by:

1.1. In Section 1, Definitions, subsection 1.2, Aadding the following definitions in alphabetical order:

“Accessory Dwelling Units (ADUs)” means an additional residential structure containing **Dwelling Units** separate from the ~~primary-principal~~ dwelling. Examples include; but are not limited to coach houses, garden suites, and accessory garage suites. ~~but does not include a Secondary Suite. See “Secondary Suites” for additional Dwelling Units within the primary dwelling.~~

“Secondary Suite” means a self-contained dwelling unit located within a single ~~family detached~~ dwelling ~~unit~~. ~~A secondary suite has its own separate cooking, sleeping and bathing facilities. It has direct access to outside without passing through any part of the principal unit. This use does not include duplex housing, semi-detached housing, apartment housing or boarding and lodging houses. For the purposes of this bylaw, a Secondary Suite located within a principal dwelling is not considered a separate or Accessory Dwelling Unit and has been accounted for in the development cost charge calculation.~~

1.2. In Section 1, Definitions, subsection 1.2, deleting and replacing the definition of “Single Detached Residential” with the following:

“Single Detached – Residential” means housing on a single titled lot that contains one single family dwelling unit including mobile or modular homes and a Secondary Suite.

1.2.1.3. In Section 3. Exemptions, amending ~~items~~subsection:

(a) 3.1(b) by deleting and replacing “\$50,000” with “\$100,000” and removing the word “or” at the end of the section;

~~(b) 3.1(c) adding the word “or” at the end of the section;~~

~~(c) 3.1 by adding the following new section (d) immediately following section (c):~~

~~“(d) Secondary Suites that are constructed within the principal dwelling.”~~

~~(d)(b)~~ 3.2 by deleting and replacing “\$50,000” with “\$100,000”.

1.3.1.4. In Section 4. Calculation of Applicable Charges, deleting subsection 4.2 and replacing it with the following: amending items:

~~(a) 4.2(a) by removing the word “sewer”;~~

~~(b) 4.2(c) by deleting the text “District’s Water DCC Sector” and replacing with “District’s Sanitary Sewer DCC Sector” and replacing the word “water” at the end of item (c) with the word “sewer”;~~

- ~~(c) 4.2 by adding the following new section (d) immediately following section (c):~~
~~“(d) those located within the following District Water Service Area Bylaws as amended from time to time: ———~~
~~(i) Lake Country Water Service Area Bylaw 695, 2008-~~
~~(ii) Coral Beach Water System Specified Area Establishment Bylaw 076, 1996-~~
~~(iii) Lake Pine Local Service Area Establishment Bylaw 736, 2010”~~

“4.2 Development cost charge rates are paid as follows:

- (a) All development within the District of Lake Country shall pay mobility and parks development cost charges;
(b) All development within the Drainage DCC Sector boundary as shown on Schedule B of this bylaw, shall pay drainage development cost charges;
(c) All development connected to a community sewer system shall pay sewer development cost charges; and
(d) All development located within the areas established by:
a. Lake Country Water Service Area Bylaw 695, 2008,
b. Coral Beach Water System Specified Area Establishment Bylaw 076, 1996, and
c. Lake Pine Local Service Area Establishment Bylaw 736, 2010,
shall pay water development cost charges.

1.4.1.5. Deleting Schedule A in its entirety and replacing it with Schedule A (Municipal-Wide DCCs), attached hereteto and forming part of this Bylaw.

1.5.1.6. Deleting Schedule B in its entirety and replacing it with Schedule B (Drainage DCC Sector), attached hereteto and forming part of this Bylaw.

1.6.1.7. Deleting Schedule C (Water DCC Sector Boundary) in its entirety and replacing it with Schedule C, (Lake Country Business Park, Area Specific DCCs) attached hereteto and forming part of this bylaw.

~~1.7. — Adding Schedule D in its entirety, attached hereto.~~

2. This bylaw may be cited as “Development Cost Charge (DCC) Amendment ~~(DCC)~~ Bylaw 1233, 2024”

READ A FIRST TIME this 21st day of May, 2024.

READ A SECOND TIME AS AMENDED this 16th day of July, 2024.

READ A THIRD TIME this 9th day of September, 2024.

Certified correct at third reading.

September 13, 2024

Dated at Lake Country, B.C.

Original signed by Reyna Seabrook

Corporate Officer

THIRD READING RESCINDED and READ A THIRD TIME AS AMENDED this x day of x, 2025.

Certified correct at third reading.

Bylaw 1233, 2024

| Dated at lake Country, B.C. Corporate Officer

Approved by the Inspector of Municipalities the ____ day of _____, 2024.

Inspector of Municipalities

| ADOPTED this xx day of xx, 20254.

Mayor

Corporate Officer

Schedule A to Bylaw 1233, 2024

SCHEDULE A
Municipal-Wide DCCs

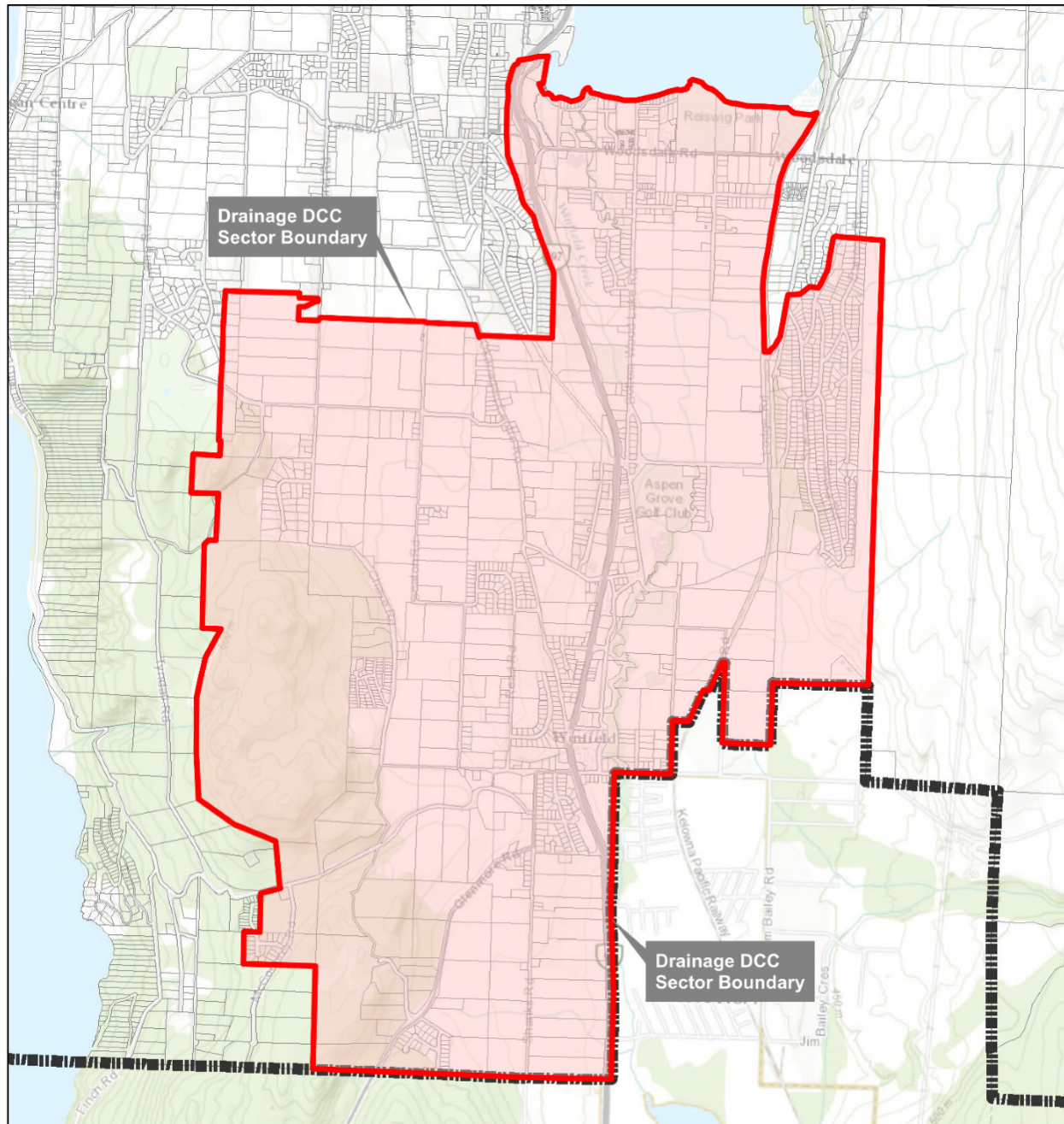
Land Use Category	Collection Basis	Mobility	Water	Sewer	Drainage	Parks	Total
Single Detached Residential	Per Lot	\$10,252	\$11,953	\$11,862	\$389	\$12,790	\$47,246
Multi-Family Residential	Per Unit	\$6,664	\$7,770	\$7,710	\$254 <u>253</u>	\$12,790	\$35,488 <u>187</u>
Accessory Dwelling Unit	Per Unit	\$3,332	\$3,885	\$3,855	\$127	\$0	\$11,199
Commercial	Per Gross Floor Area in m ²	\$34.45	\$40.16	\$39.86	\$1.31	\$22.24	\$138.02
Industrial	Per Gross Floor Area in m ²	\$34.45	\$40.16	\$39.86	\$1.31	\$14.48	\$130.26
Institutional	Per Gross Floor Area in m ²	\$34.45	\$40.16	\$39.86	\$1.31	\$22.24	\$138.02

Notes:

- ~~1. All development in the District shall pay development cost charges for mobility and parks.~~
- ~~2. Development cost charges for drainage will be paid only by those located in the District's Drainage DCC Sector, as defined by the Drainage DCC Sector map (Schedule "B").~~
- ~~3. Development cost charges for sewer will be paid only by those located within the District's Sewer DCC Sector, as defined by the Sewer DCC Sector map (Schedule "C").~~
- ~~4. Development cost charges for water will be paid only by those located within the District's Water Service Area, as defined by: Water Service Area Bylaw 695, 2008; Coral Beach Water System Specified Area Establishment Bylaw 076, 1996; and Lake Pine Local Service Area Establishment Bylaw 736, 2010, all as amended from time to time.~~
- ~~5. 'Single Detached Residential' includes housing on a single titled lot that contains one single family dwelling unit, this includes mobile or modular homes.~~
- ~~6. 'Multi-family Residential' includes housing on a single lot other than a strata lot that contains three or more dwelling units.~~
- ~~7. 'Accessory Dwelling Unit' includes housing that is separate from the primary dwelling and located on the same lot, including but not limited to: coach houses, garden suites and accessory garage suites.~~
- ~~8. A secondary suite which is located within the principal dwelling (i.e. not in an Accessory Dwelling Unit) has been accounted for in the DCC calculation, and as such no additional DCC will be levied.~~
- ~~9. The charge per square metre for the non-residential categories is based on the gross floor area.~~
- ~~9. The metric conversion rate is 1.0 m² to 10.76 ft².~~

Schedule B to Bylaw 1233, 2024

SCHEDULE B
Drainage DCC Sector



Lake Country Development
 Cost Charge Bylaw

Drainage DCC Sector

Legend



Boundary of Drainage DCC Sector

DLC Boundary

0 75 150 300 450
 Metres



Coordinate System:
 NAD 1983 UTM Zone 11N

Data Sources:
 Data provided by -
 District of Lake Country

The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.

Project #: 1577.0066.01
 Author: BP
 Checked: JS
 Status: FINAL
 Revision: A
 Date: 2016 / 2 / 22

URBAN
 systems

Schedule C to Bylaw 1233, 2024

**SCHEDULE C
Sewer DCC Sector**



District of Lake Country Sewer DCC Boundary

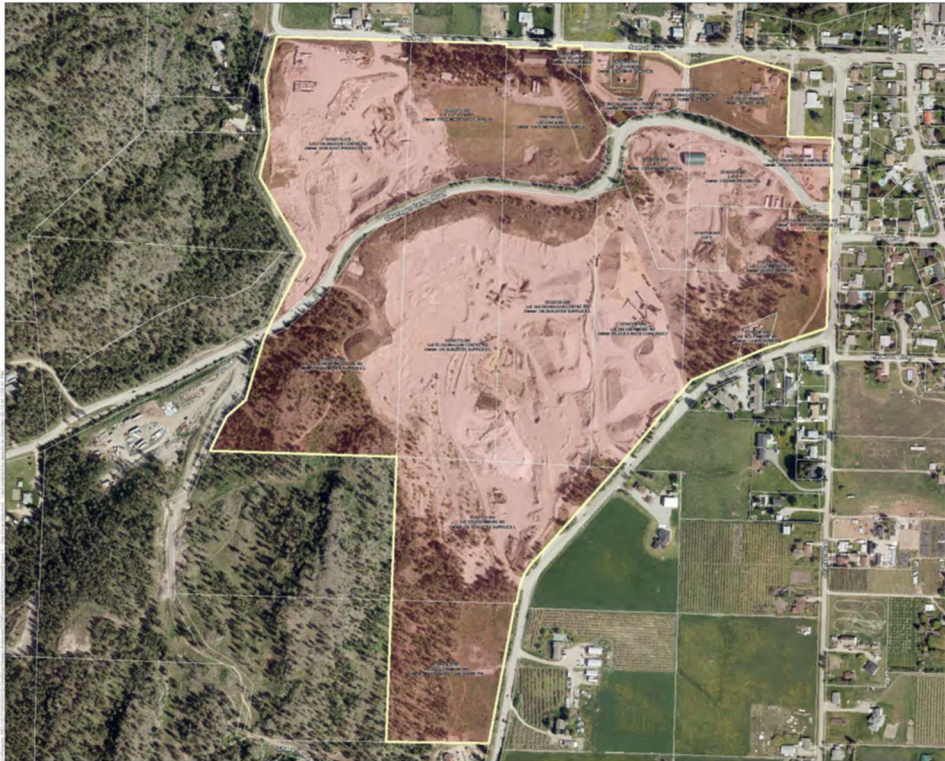
Legend

 Sewer DCC Boundary  Lake Country Boundary



Schedule ~~DC~~ to Bylaw 1233, 2024

SCHEDULE ~~DC~~
Lake Country Business Park
Area-Specific DCCs



Land Use Category	Collection Basis	Mobility	Water	Sewer	Drainage	Parks	Total
Commercial	Per Gross Floor Area in m ²	\$45.50	\$14.16	\$7.41	\$0	\$0	\$67.07
Industrial	Per Gross Floor Area in m ²	\$45.50	\$14.16	\$7.41	\$0	\$0	\$67.07

Notes:

- ~~2.1.~~ All development in the subject area identified above shall pay the Area-Specific development cost charges for mobility, water and sewer as noted in the table above, in addition to the Municipal-Wide development cost charges identified in Schedule A.
- ~~3.2.~~ Development cost charges are payable based on land use category. Where the land use category is not specified, then no area-specific DCCs are levied for development in that land use category, but the municipal-wide DCCs identified in Schedule A are still payable.



Development Cost Charge Update Policy 214, 2025

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

PURPOSE

Development Cost Charges (“DCCs”) are fees which help local governments recover some of the capital costs of off-site infrastructure that are needed to support future growth and development. DCCs are based on the “benefiter pay” principle and are governed by legislation through the *Local Government Act*, with additional guidance provided through provincial regulations and the DCC Best Practices Guide (“BPG”).

Prior to the 2025 DCC Amendment Bylaw, DCCs related to mobility, water, sanitary sewer and drainage works were last updated by adoption of DCC Bylaw 950 in September 2016. The Parks portion of the DCC Bylaw was updated in 2021. The provincial DCC BPG recommends major, minor and annual DCC updates. This Policy is provided to ensure updates to the DCC program and associated bylaws occur on a regular basis, in order to provide greater certainty to the development industry and fiscal sustainability for the District of Lake Country (“District”) DCC reserves.

POLICY

1. MAJOR REVIEW

- 1.1 Staff will undertake a major review and update of the DCC program, DCC methodologies and bylaw at least once every five years as per provincial best practices. The review shall include, but is not limited to:
 - underlying DCC assumptions;
 - broad policy considerations;
 - development projections;
 - DCC program costs;
 - timing of proposed capital projects;
 - addition of new projects to the DCC program, where necessary; and
 - deletion from the DCC program of those capital projects that have been completed or are no longer required.
- 1.2 A major DCC update requires detailed analysis of infrastructure programs, cost estimates and growth estimates; community and stakeholder engagement; and approval from the provincial Inspector of Municipalities.
- 1.3 There may be situations where a major DCC update is required in advance of its regular 5-year cycle including, but not limited to the following:
 - after a comprehensive OCP update;
 - when a major change in DCC assumptions has occurred; or

- when DCC revenues or expenditures deviate significantly from projections.

2. MINOR REVIEW

- 2.1 Staff will undertake a minor review of the DCC program in between major updates every 2 to 4 years, to adjust charges reflecting changing factors including, but not limited to the following:
- current construction costs (based on updated tender prices and unit rates);
 - fluctuations in land values; and
 - the status of government grants.
- 2.2 The BPG suggests a minor amendment may be made following the annual review of the Financial Plan. Although a minor DCC amendment still requires approval from the Inspector of Municipalities, it is anticipated approval would be expedited by the Ministry due to the nature of the adjustment.

3. ADDITIONAL

- 3.1 As per [Development Cost Charge Amendment Bylaw Approval Exemption Regulation, B.C. Reg 130/2010](#), a local government may undertake an inflationary update to its DCC bylaw once a year for up to four years, without the need to obtain approval from the Inspector of Municipalities.
- 3.2 In addition to undertaking major and minor DCC updates in accordance with this Policy, staff will consider annual DCC updates in order to keep up with inflation and maintain fiscal sustainability of the DCC program and its reserves.

4. APPROVALS, AMENDMENTS AND ANNUAL REVIEWS

Date	Approver	Type

Mayor

Corporate Officer

To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

Prepared by: Matthew Salmon, Infrastructure & Development Engineering Director
Department: Engineering and Environmental Services

Title: Flood Management Strategy
Description: Recommendations on how to manage development within District Flood plains.

RECOMMENDATION

THAT staff be directed to create a Flood Management Strategy Bylaw.

EXECUTIVE SUMMARY

This task was initiated by a [Notice of Motion](#) made by Councillor Brett on July 16, 2024 that directed staff to:

bring back a report regarding the further impact to increased density and impermeable surfaces in the Woodsdale neighborhood. The impacts should consider the Water Quality and Water Quantity in Wood Lake, Winfield Creek, and Middle Vernon Creek. Considering update to the drainage plan from 2002 with new density projects and include water quality impacts.

Following staff discussion and input from CAO it was suggested that the creation of specific regulation pertaining to identifying and mitigating flood hazards would best achieve the desired outcome.

Staff have reviewed the current suite of regulations and guidelines to understand the existing regulatory framework, both provincial and municipal, and to identify the guidance resources available. The conclusion from the research conducted is that staff recommend the creation of a District of Lake Country Flood Management Bylaw similar to this example from the [Comox Valley Regional District](#), and this version from the [Cowichan Valley Regional District](#). Such a Bylaw would collate the existing regulation and guidance and fill in the gaps specific to Lake Country. The aim of the Flood Management Bylaw is to create a concise and useable document to regulate and guide development within flood plains that can be utilised by all.

A Flood Management Bylaw is designed to help protect communities from flood hazards. Here are some key functions it typically serves:

- **Regulates Development:** It sets rules for how and where buildings and structures can be constructed in flood-prone areas. This includes establishing minimum elevations, known as Flood Construction Levels (FCL's) and setbacks from water bodies to reduce flood risk.
- **Designates Flood Plains:** The Local Government Act allows Local Government to designate land as a 'flood plain' and to establish Flood Construction Levels (FCL's), the District has not currently identified specific flood plains, although it is referenced in the OCP. The Zoning Bylaw has FCL's for Okanagan and Wood Lakes respectively.
- **Ensures Safety:** By requiring buildings to be elevated and properly set back from floodplains, it helps minimize damage during flood events, protecting both property and people.
- **Compliance with Guidelines:** It ensures that development within a flood plain complies with all flood hazard guidelines, such as those provided by the Province, Local Government and professional regulators such as Engineers and Geoscientists of BC (EGBC) or other authorities having jurisdiction.

- **Community Resilience:** It contributes to the overall resilience of the community by promoting safe and sustainable land use practices that take into account the potential impacts of climate change.
- **Risk Assessment:** The bylaw includes provisions for regular risk assessments and updates to floodplain maps, helping to identify and mitigate potential risks to critical infrastructure

Flood management and stormwater management are both crucial for mitigating water-related risks and are somewhat interrelated, however they focus on different aspects as summarised below:

Flood Management:

- **Scope:** Primarily deals with managing and mitigating the impacts of large-scale flooding events, such as river floods, coastal floods, and flash floods.
- **Strategies:** Includes building dyke, dams, floodwalls, and implementing floodplain zoning and regulations. It also involves emergency response planning and flood forecasting.
- **Objective:** Aims to protect people, property, environment, and infrastructure from the destructive effects of floods.

Stormwater Management:

- **Scope:** Focuses on managing runoff from rainfall and snowmelt in urban and suburban areas to prevent localized flooding, erosion, and water pollution.
- **Strategies:** Involves the design and maintenance of stormwater systems like drains, retention basins, green infrastructure (e.g., rain gardens, storm ponds), and stormwater treatment facilities.
- **Objective:** Aims to control the quantity and quality of stormwater runoff to reduce flooding, improve water quality, and enhance urban environments.

In summary, while flood management addresses large-scale flood events, stormwater management deals with everyday runoff and its impacts on urban areas. Both are essential for creating resilient and sustainable communities.

**"When we take care of the land and water,
the land and water take care of us."**
-siwłk^w (water) Declaration

DISCUSSION/ANALYSIS

The District has initiated various studies over the years to understand the impacts and risk mitigation strategies for managing floods from potential sources such as failure of our upper lake dams, Middle Vernon Creek, Wood and Kalamalka Lakes. In addition to these studies, the current suite of interrelated regulation and guidelines includes but is not limited to:

- District of Lake Country [Zoning Bylaw](#)
- [BC Building Code](#)
- District of Lake Country Integrated Stormwater Management Plan – due completion spring 2025
- District of Lake Country [Subdivision and Development Servicing Bylaw](#)
- District of Lake Country [Building Regulation Bylaw](#)
- District of Lake Country [Stormwater Management Bylaw](#)
- Provincial Flood Hazard Area Land Use Management Guidelines
- EGBC Professional Practice Guidelines & Practice Advisories:
 - LEGISLATED FLOOD ASSESSMENTS IN A CHANGING CLIMATE IN BC [PP Guidelines - Legislated Flood Assessments in a Changing Climate in BC V.2.1](#)

- FLOOD MAPPING IN BC - [APEGBC-Guidelines-for-Flood-Mapping-in-BC.pdf](#)
- PRACTICE ADVISORY – ELECTRICAL ENGINEERING CONSIDERATIONS IN FLOOD-RESILIENT DESIGN OF BUILDINGS <https://www.egbc.ca/getmedia/9528eaec-8b60-4426-8b79-684be54a78f4/Practice-Advisory-Electr-Consid-Flood-Resilient-Design.pdf.aspx>
- Okanagan Basin Water Board (OBWB) [Okanagan Mainstem Floodplain Mapping Project](#)
- [B.C. Flood Strategy](#) – released publicly March 2024. The Ministry of Water, Land and Resource Stewardship (WLRS) is currently [soliciting feedback](#) to inform the production of Provincial flood policy guidance.

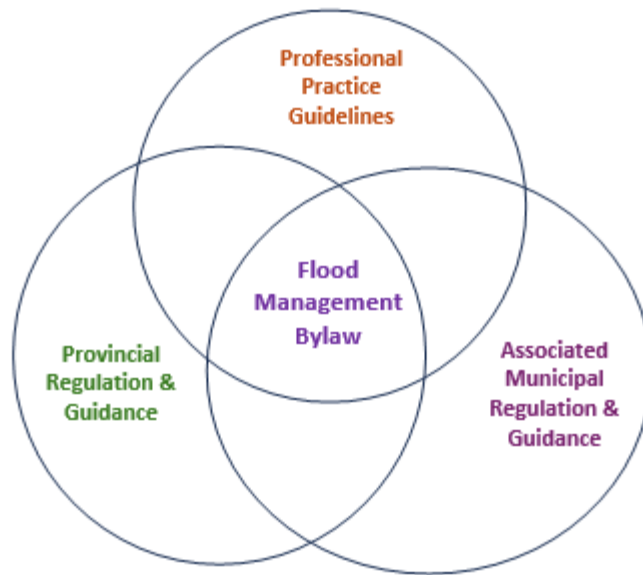


Figure 1. The relationship between the existing levels of regulation and guidance and a Flood Management Bylaw.

FINANCIAL IMPLICATIONS

☐ None ☐ Budget Previously Approved ☒ Other (see below)

Council has directed staff to apply for funding ([link to Council Report](#)) under the Ministry of Municipal Affairs Local Government Infrastructure Planning Grant Program. The scope of the project to create the Flood Management Bylaw has been finalised with our preferred consultant and the project is ready to proceed once suitable funding is in place.

COMMUNICATION

The organisations representing the building and development industry will be consulted during the drafting of the Flood Management Bylaw. The Districts' Communications Team will also keep the public informed. A guidance brochure like this [example](#) from the Cowichan Valley Regional District, will also be produced to compliment the Flood Management Bylaw.

Respectfully Submitted.

Matthew Salmon, Infrastructure & Development Engineering Director

Report Approval Details

Document Title:	Flood Management Strategy.docx
Attachments:	
Final Approval Date:	Mar 10, 2025

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

Reyna Seabrook, Director of Corporate Services - Mar 10, 2025 - 8:56 AM

Paul Gipps, Chief Administrative Officer - Mar 10, 2025 - 9:44 AM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 10, 2025 - 10:13 AM

To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

Prepared by: Matt Vader, Director Parks, Recreation and Culture
Department: Parks, Recreation and Culture

Title: Jack Seaton Park | Burn Plan
Description: Prescribed burn of 3.8 hectares in Jack Seaton Park

RECOMMENDATION

For Information.

EXECUTIVE SUMMARY

BC Wildfire Service (BCWS) will be supporting the District of Lake Country and the Lake Country Fire Department in conducting a prescribed burn covering up to 3.81 hectares in Jack Seaton Park (see Attachment A for area).

The exact timing of this burn will depend on weather and site conditions, but it could begin as early as March 22, 2025. Burning will proceed if conditions are suitable and allow for smoke dispersal during burn operations, though smoke may also linger in the following days.

These projects are carefully planned and only go ahead at the right times and under the right conditions to ensure community and practitioner safety.

This burn is expected to provide an excellent example of what a forest stand can look like with a burn treatment versus what could happen when a wildfire occurs without treatment.

Key goals of this prescribed burn include:

- returning a natural and necessary process to the land base
- removing forest fuels to reduce the long-term risk of wildfire
- provide cross-training opportunities between BCWS, District of Lake Country and Lake Country Fire Department

DISCUSSION/ANALYSIS

Fire is a normal and natural process in many of B.C.'s ecosystems with Jack Seaton Park providing an excellent example of the NDT-4 (Natural Disturbance Type) which would be characterized by frequent stand maintaining fires. This NDT includes grasslands, shrublands, and forested communities that normally experience frequent low intensity fires.

Fuel management treatments, particularly on NDT-4 sites, should not be viewed as one-time actions. Rather, fuel treatments require periodic maintenance entries to maintain the integrity and purpose of the treatment area. In the absence of maintenance, or periodic low-intensity fire, treated NDT4 sites will trend back towards pre-treatment structure and conditions.

In 2019 a Community Wildfire Preparedness Plan (CWPP) was developed to provide the basis for all future wildfire mitigation actions in a community.

As such, the content of a CWPP provides a clear description of the wildfire environment, wildfire risks to the community, as well as strategic and operational recommendations to reduce risk and increase the community's resilience to wildfire threats. Following the completion of the CWPP, additional Community Resiliency Investment (CRI) funding, as provided by the Union of British Columbia Municipalities (UBCM), was requested to complete a prescription to guide the mitigation works within Jack Seaton Park (as well as the East Ridge area around The Lakes). The works are nearing completion around The Lakes in partnership with BCWS as well as significant landscape level treatments within the Spion Kop Crown Lands in collaboration with the Ministry of Forests.

Jack Seaton Park has been identified as having a High Wildfire Behaviour Threat Class, therefore was classified as a priority area for an interface fuel break treatment as it is immediately adjacent to private land and near or within the wildland urban interface. Additionally, following a recommendation within the CWPP that the application of prescribed fire should be supported as a proactive method of fuels management that can result in less smoke output than similar areas burning under wildfire conditions.

Regardless of the method for reducing fuel loading on any particular forested site, surface fuels must be considered and attended to. During hand falling/bucking or mechanical harvesting, processing and yarding, surface fine fuel loading can increase with disturbance. In many cases, particularly in Ponderosa pine and interior Douglas-fir stands, the use of low-intensity prescribed fire can be an effective means of both reducing surface fine fuel loads and realizing beneficial ecological fire effects.

FINANCIAL IMPLICATIONS

☒ None ☐ Budget Previously Approved ☐ Other (see below)

COMMUNICATION

An information bulletin was released by BCWS and is shared through the District of Lake Country channels as well as door to door efforts from the Lake Country Fire Department with adjacent lands owners. Work with the adjacent landowners will include Firesmart assessments and recommendations.

Respectfully Submitted.

Matt Vader, Director Parks, Recreation and Culture

Report Approval Details

Document Title:	Jack Seaton Park - Prescribed Burn.docx
Attachments:	Jack Seaton Burn Plan – Attachment A
Final Approval Date:	Mar 11, 2025

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

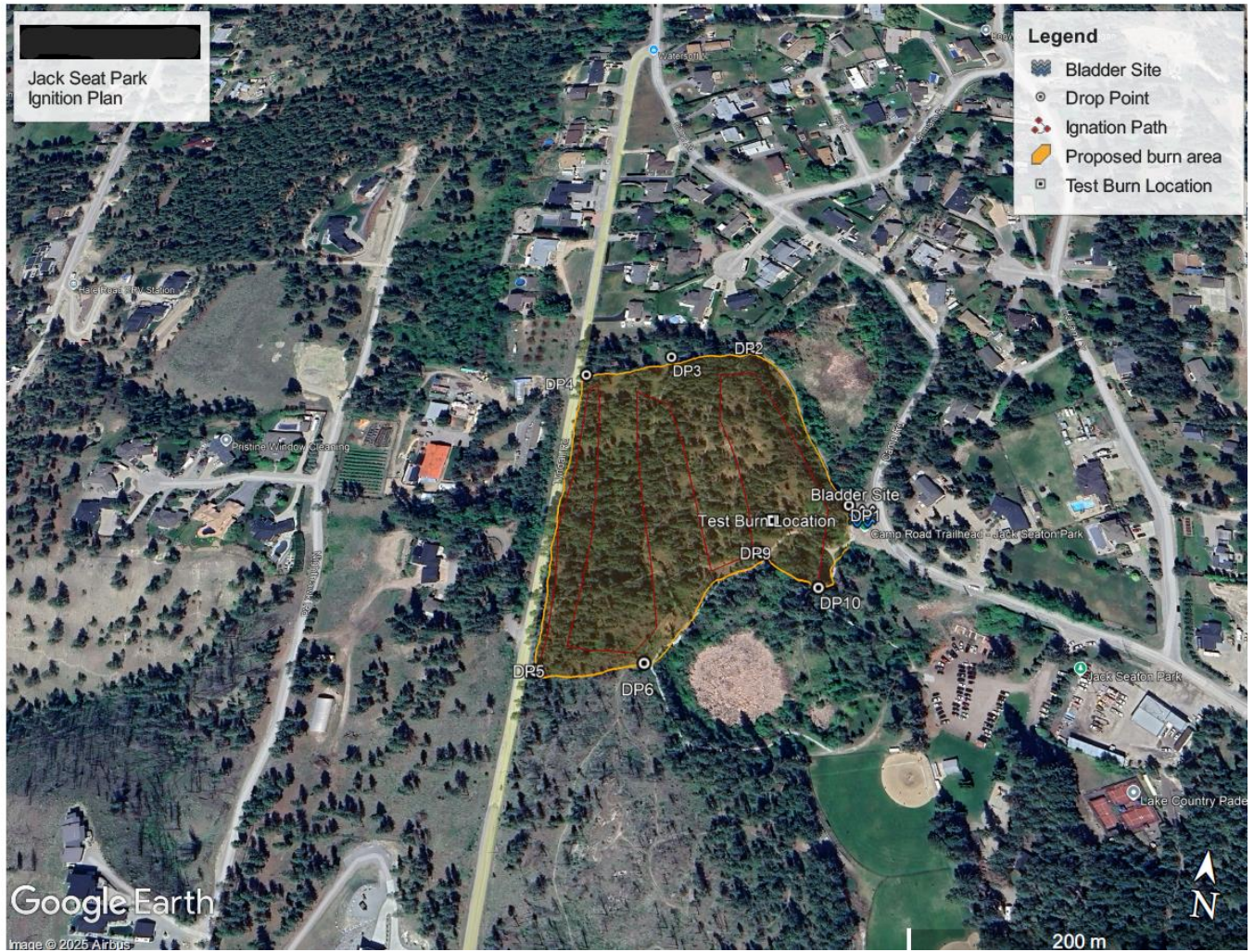
Darren Lee, Fire Chief - Mar 10, 2025 - 12:09 PM

Reyna Seabrook, Director of Corporate Services - Mar 10, 2025 - 12:56 PM

Paul Gipps, Chief Administrative Officer - Mar 10, 2025 - 4:33 PM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 11, 2025 - 9:52 AM

Attachment A



To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

Prepared by: Paul Gipps, Chief Administrative Officer
Department: CAO

Title: Council Remuneration Task Force
Description: To advise of the upcoming Council Remuneration Task Force member appointments.

RECOMMENDATION

THAT staff be directed to proceed with soliciting members for Council Remuneration Task Force as per Council Remuneration Task Force (CRTF) Policy 154.

EXECUTIVE SUMMARY

The Council Remuneration Task Force (CRTF) Policy 154 was adopted October 4, 2016. This policy sets out the requirement for a Task Force to convene in the year prior to a General Municipal Election. The purpose of the Task Force is to review Council's Remuneration and Expense Policy 164 with the objective of presenting recommendations any changes to be in put into place for the Inaugural Council Meeting. The CRTF is made up of members of the community and their responsibility is to provide an independent, unbiased review of Council remuneration and expenses. The CRTF recommendations, if any, amend Council Remuneration and Expense Policy 164.

The CRTF must be comprised of three representatives from the community at large and is responsible for providing a comprehensive report to Council within six months of convening providing recommendations on:

- Mayor and Council remuneration;
- Wage loss indemnity;
- Expense policy(s);
- Vehicle and other allowances;
- Travel policy;
- Training and conferences;
- Liability coverage;
- Health, dental and accidental insurance.

During their review, the CRFT will consider similar sized municipalities, the functions and responsibilities of Council, public expectations, commitment required, and impact to attracting qualified elected officials. During the review the CRTF will also address any conflicts in existing policies.

In 2021, the CRTF brought forward recommendations to Council Remuneration and Expenses Policy 164 which were adopted and consolidated into an updated Policy 164 (Attached).

At the November 21, 2023 Council meeting, Council directed staff to bring the Council Remuneration and Expense Policy 164, 2018 forward for review with potential amendments in alignment with the UBCM Council Board and Remuneration Guide. (No. 2023-11-201).

Staff presented information at the January 15, 2024 Council meeting that reviewed the appropriate remuneration for the Mayoral position in the District, based on full time hours. Council recognized the position of Mayor as full time (No. 2024-01-015) and directed that the Council Remuneration Task Force be called to convene as soon as possible in 2024 to conduct an independent review. (No. 2024-01-016)

The next municipal election will be held in 2026 and as such, CRTF Policy 154 requires the CRTF to convene and undertake the above noted review. A call for nominations and applications will be advertised and circulated on social media. In accordance with the policy, preference will be given to those who can demonstrate a vested interest in the community and who possess relevant skills. Applications will be brought back to a future In Camera Council Meeting for review and appointment.

Respectfully Submitted.

Paul Gipps, Chief Administrative Officer

Report Approval Details

Document Title:	Council Remuneration Task Force.docx
Attachments:	- Council Remuneration Task Force Policy 154.pdf - Council Remuneration and Expense Policy 164, 2018.pdf
Final Approval Date:	Mar 13, 2025

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

Paul Gipps, Chief Administrative Officer - Mar 13, 2025 - 12:28 PM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 13, 2025 - 12:33 PM

Date

The following was adopted at the Regular Council Meeting held on October 4, 2016 by Resolution No. 16.10.229.

Purpose

To ensure an independent, unbiased and reasonable review of Mayor and Council's remuneration and expense policies is conducted prior to each year where a regular municipal election is to be held.

Policy

1. Policy

- 1.1. A Council Remuneration Task Force (the "CRTF") consisting of representatives from the community at large shall convene in the year prior to when a regular municipal election is to be held. The CRTF shall review Council's remuneration and expense policies with the objective of presenting recommendations on its findings to Council with any changes to be in effect for the Inaugural Council Meeting.
- 1.2. The Chief Administrative Officer may delegate a Staff Liaison to coordinate, support and provide resources to the CRTF as needed.

2. Terms of Reference

- 2.1. The CRTF shall meet as it deems necessary with the objective of presenting a comprehensive report on its findings to Council within six months of convening.

The CRTF shall review and make recommendations on the following:

- (a) Mayor and Council remuneration;
- (b) Wage loss indemnity;
- (c) Expense policy(s);
- (d) Vehicle and other allowances;
- (e) Travel policy;
- (f) Training and conferences;
- (g) Liability coverage;
- (h) Health, dental and accident insurance

2.2. Any recommendations made by the CRTF shall be based on the following:

- (a) Comparison to BC municipalities of similar size and structure, including ward systems from other provinces if appropriate and available;
- (b) Consideration of the functions and responsibilities of Mayor and Council;
- (c) Consideration of the public expectations and level of commitment required of Mayor and Council;
- (d) Consideration of the impact to attract qualified elected officials;
- (e) Address conflicts in existing policies.

3. Membership

- 3.1. The CRTF shall be comprised of three (3) representatives from the community at large. Preference will be given to those who can demonstrate a vested interest in the community and who possess relevant skills in finance, human resources, or business management. Members must not be currently elected at any level of government or be a current staff member at the District of Lake Country. Members must not have a direct or indirect pecuniary interest in the outcome of the recommendation.
- 3.2. Nominations and applications for members will be accepted beginning in January of each year that precedes a regular municipal election year. All members will be appointed by Council resolution in March of that same year.
- 3.3. Members shall be appointed for the duration of the CRTF's purpose and mandate, after which time membership shall expire.
- 3.4. A Chairperson shall be appointed by consensus of the CRTF at the first meeting. The Chairperson shall be responsible for scheduling meetings and will be the chief liaison with the District Staff Liaison.
- 3.5. Council may revoke a CRTF appointment by resolution if the member fails to attend three (3) consecutive meetings, or for any other reason as determined by Council. Where a member resigns or an appointment is revoked, Council may appoint another qualified person to complete the balance of the term.
- 3.6. Members shall serve without remuneration, but may be paid reasonable and necessary expenses that are directly related to the performance of their duties and in accordance with District policies. Expenses must be pre-approved by the Chief Financial Officer.

ADOPTED this 4th day of October, 2016.



Mayor



Corporate Officer

Council Remuneration and Expenses Policy 164, 2018

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 at the Regular Council Meeting held December 18, 2018 by Resolution No. 18.12.270.

This policy repeals Council Remuneration and Expenses Policy No. 00.02.46 and Travel and Expense Policy 06.03.75.

This policy was amended as follows:

Amendment Date	Resolution No.	Summary of Amendment
October 19, 2021	2021-10-223	<ul style="list-style-type: none">• Annual remuneration not be adjusted.• The basis and timing for annual CPI increases to Council remuneration be included.• Authority to travel be included• Provided technology devices be included.
February 6, 2024	2024-02-033	<ul style="list-style-type: none">• Section 4.3 deleted and replaced in its entirety.

Preamble

This policy sets out the guidelines for Mayor and Council remuneration and expenses. Council members may incur out-of-town travel expenses within Council approved budget limits while representing the municipality, engaging in municipal business, or attending meetings, conferences, seminars and other training opportunities. This policy will provide guidelines for consistency and accountability.

For the purposes of this policy, the term “Council” and “Council members” shall include the Mayor.

Policy

1. REMUNERATION

1.1. Effective January 1, 2021 the Mayor shall receive annual indemnity of \$52,143, paid on a monthly basis.

1.2. Effective January 1, 2021 each Councillor shall receive annual indemnity of \$20,857 paid on a monthly basis.

- 1.3. The remuneration for the Mayor shall increase on January 1 of each year by the amount of the British Columbia Consumer Price Index (BC CPI) for the prior year. In years where the BC CPI is negative, the remuneration shall remain the same as the prior year.
- 1.4. The remuneration for each Councillor shall be calculated as forty percent (40%) of the Mayor's remuneration as of January 1 of each year.
- 1.5. Remuneration provided in 1.1 and 1.2 above shall be reviewed as per Council Remuneration Task Force Policy 154, 2016, as amended from time to time.
- 1.6. A T2200 will be issued to each Council member annually in addition to the T4. One professional accounting session will be provided to Council as a group as part of orientation each term.
- 1.7. Each Council member shall receive accident insurance coverage of \$100,000 with the premiums paid for by the District.
- 1.8. Council members may opt into the District's extended health and dental plans on a 50/50 cost sharing basis.

2. AUTHORITY TO APPROVE TRAVEL

- 2.1. A resolution of Council is required to approve attendance of any Council member at a function where there will be a cost incurred by the municipality. A budget limit to attend the meeting, conference, seminar or other training opportunity must be provided and approved as part of the resolution.
- 2.2. Where possible annual planning for Council travel should occur prior to the adoption of the budget each year. However, opportunities can arise throughout the year and be considered at the time by Council subject to the unallocated Annual Budget.

3. TRAVEL EXPENSES

- 3.1. In addition to the remuneration provided in Section 1 Council members shall receive the following expenses for attendance at meetings, courses or conventions and when representing the municipality or engaging in municipal business authorized by Council:
- 3.2. Expenses are not eligible if a Council member receives an honorarium, a per diem, or other form of expense reimbursement for attending the meeting or other function from any other source.
- 3.3. Where attendance requires absence from the District of Lake Country for one day or less:
 - (a) vehicle expenses at the current CRA reasonable per km allowance; and
 - (b) actual cost of meals.
- 3.4. Where attendance requires absence from the District of Lake Country for more than one day or a one-day event requiring overnight travel:
 - (a) return economy air transportation, or
 - (b) where scheduled air transportation is not suitable, vehicle expenses at the current CRA reasonable per km allowance to a limit of no more than the cost of available air transportation; and

- (c) a per diem rate of \$85 per day without receipts to cover all meals, gratuities, dry cleaning, personal telephone calls and other miscellaneous costs. The per diem rate for the day of departure or day of return will be calculated on a prorated basis with one half the per diem payable for any portion of the day prior to 2:00 pm and one half the per diem payable for any portion of the day after 2:00 pm. If meals are included in the event registration fees then the cost of those meals will be deducted from the per diem rate in accordance with the table below:

MEAL	PER DIEM ALLOWANCE
Breakfast	\$15.00
Lunch	\$15.00
Dinner	\$30.00

- (d) the registration fee for such meeting, course or convention; and
- (e) the actual cost for single room hotel accommodation, not to exceed the event rate or government rate at the site of the event, subject to availability. Hotel parking, business calls, postage or other business incidentals necessarily incurred and included in the hotel bill will be paid by the District and is not part of the per diem rate.
- 3.5. The Mayor may incur meal costs for business meetings held locally or out of town involving other persons. The name of the person, company, and nature of the meeting must be indicated on the receipt. A full receipt must accompany and credit card or debit card receipt. Reimbursements will not include alcoholic beverages or cannabis related products.
- 3.6. Travelers wishing to combine a business trip with personal travel may do so at their own expense. The traveler will be required to pay any additional travel and accommodation expenses that are not associated with the business travel.
- 3.7. Costs of spousal travel, including transportation, accommodation, registration and meals are an expense of the individual and not the District.
- 3.8. Each Council member is required to submit a travel expense claim supplied by the finance department within 30 days of the event. The Director of Finance or designate will review and approve the travel expense claim.
- 3.9. Where the approved travel requires overnight stay(s) and the Council member chooses to stay with friends or relatives in lieu of a hotel, a \$25 per night private accommodation allowance is permitted without the submission of receipts. Additional costs incurred as a result of the alternate accommodation (i.e. taxi fare, mileage) will be reimbursed with the submission of receipts although the combined costs of the private accommodation allowance and additional costs shall not exceed the event rate or government rate of the conference hotel.

4. TECHNOLOGY EXPENSES

- 4.1. It is recognized that Council members perform many of their duties and prepare for meetings away from the Municipal Hall.
- 4.2. Each Council member will be offered one electronic device (i.e. tablet, tablet computer or laptop) that meets the needs in fulfilling their duties. Should the offer be declined, no additional allowance will be payable.

- 4.3. In addition to 4.2, the Mayor will be eligible for a cellular phone in accordance with District of Lake Country Cellular Device Policy 179, 2020 as amended from time to time.

Original signed by James Baker

Mayor James Baker

Original signed by Reyna Seabrook

Reyna Seabrook, Corporate Officer

Amendment dated October 19, 2021

Original Signed by James Baker

Mayor James Baker

Original signed by Reyna Seabrook

Reyna Seabrook, Corporate Officer

Amendment dated February 6, 2024

Original Signed by Blair Ireland

Mayor Blair Ireland

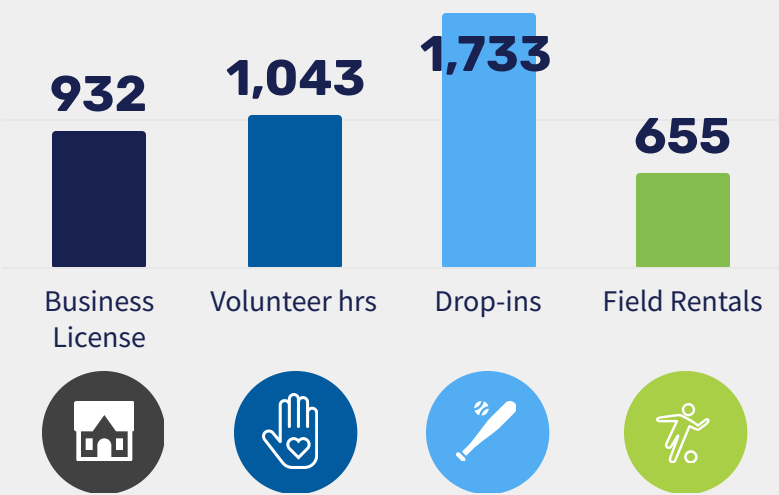
Original Signed by Reyna Seabrook

Reyna Seabrook, Corporate Officer

2024 Annual Report

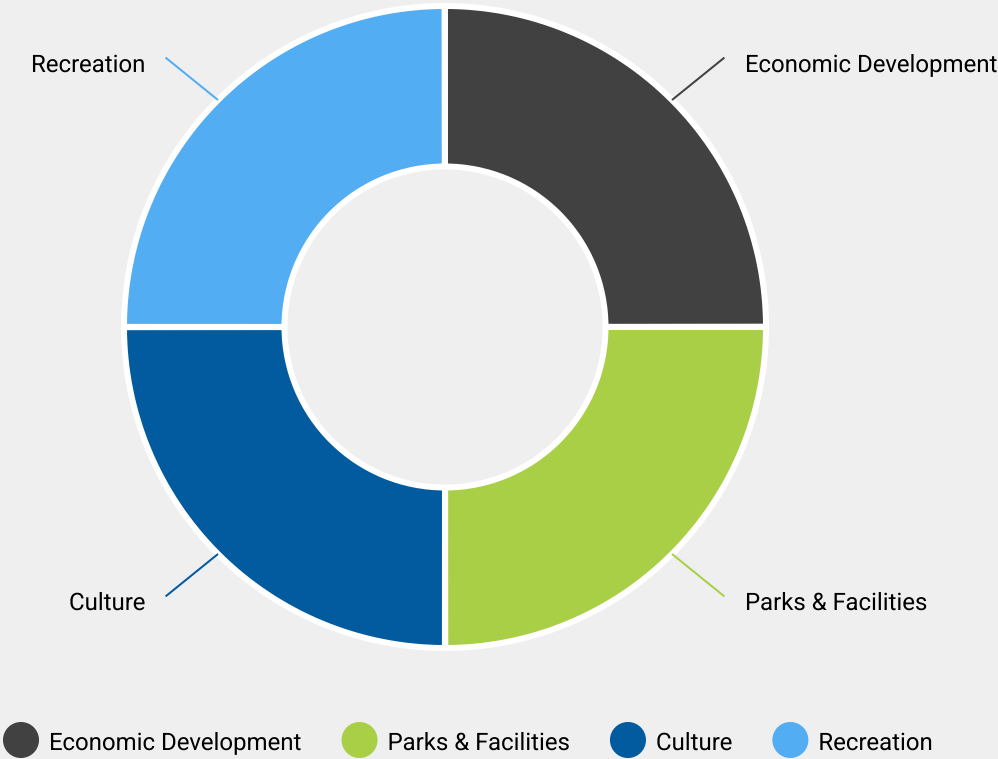
Highlights

Business Licensing
Facilities
Parks
Culture
Recreation



Summary

This report will cover key highlights for the year of 2024 in the following areas: Business Licensing, Facilities, Parks, Culture & Recreation.



Economic Development

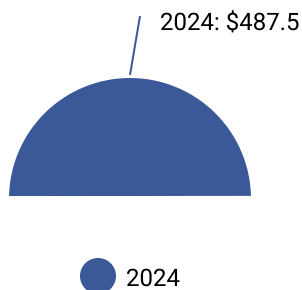
Business Licensing

Short Term Vacation Rentals	2024
STVR Opened	62
STVR Closed	25
Total Active STVR's	135

In 2024, the District of Lake Country saw a total of **176 new accounts opened** and **138 accounts closed**. Of these, 135 were active short-term vacation rentals, with 62 new short-term vacation rentals opened and 25 closed during the year.



Outstanding Account Fees Owed



As of 2024, there were outstanding charges including \$200.00 in late fees (x4) and \$487.50 in outstanding fees.

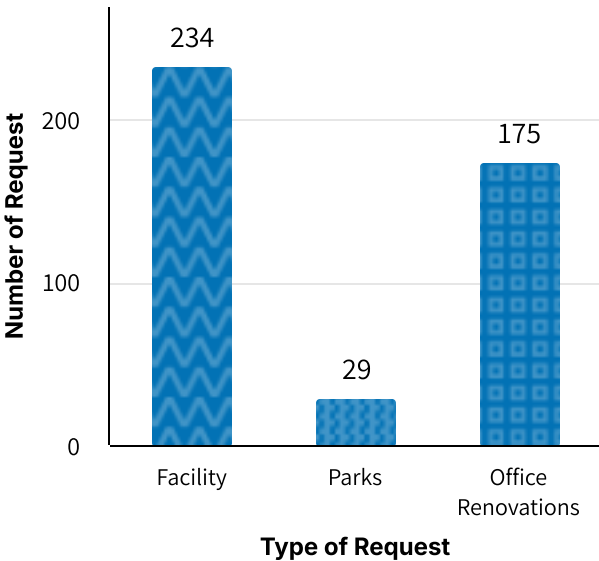


2024

Business Licenses	2024
Active	932

In 2024, a total of **932 business licenses** were active in the District of Lake Country.

External & Internal Service Requests

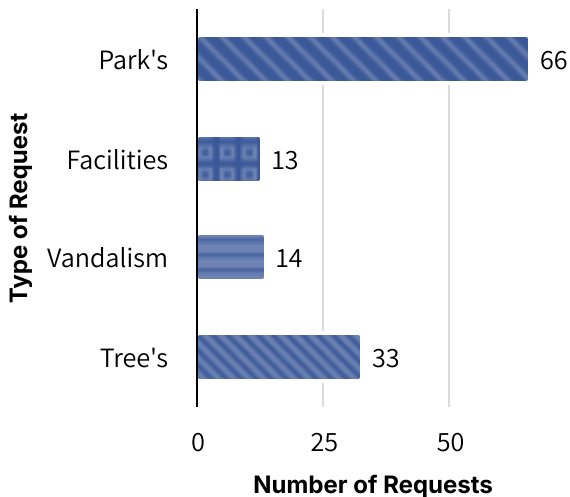


Internal Service Requests

438 internal service requests we're addressed in 2024. Internal requests include, but are not limited to; building repairs, renovations and maintenance within the district.



External Service Requests



2024 had a total of **126 external service requests** with our main focus on parks, facility maintenance, vandalism and dangerous tree's.



FAQ

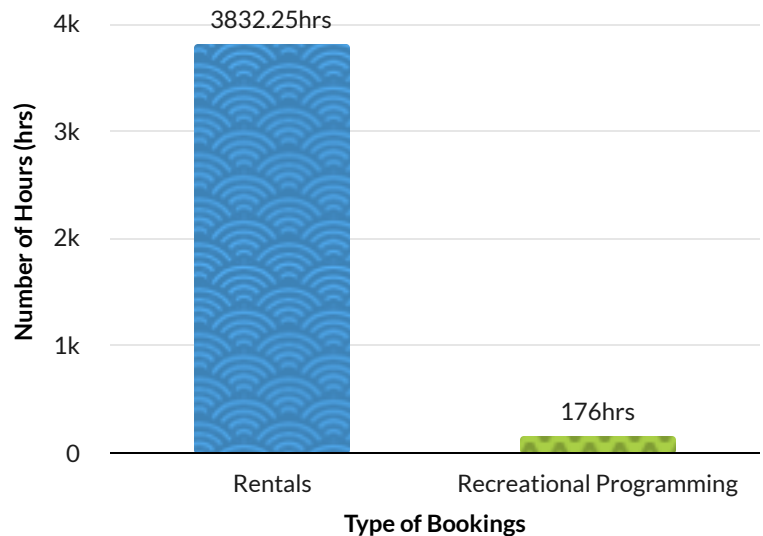
Type of Requests	Definition
Park Requests	Mowing, maintenance, litter, grooming trails
Facility Requests	Building maintenance & repairs.
Vandalism Requests	Removal of park & property defacement.
Tree Requests	Hazardous Tree Assessments & removal

Arena, Parks & Fields



Arena

In 2024, the Winfield Arena offered a total of **176 hours** of recreational programming, including Public Skating, Shinny, Stick & Puck, Family Pond Hockey, & more. Additionally, **3,832.25 hours** were allocated to private rentals, accommodating hockey, figure skating, ringette, and other exclusive bookings.



Field Rentals

Year	Rentals
2024	655

In 2024, the District of Lake Country facilitated a total of **655 field rentals**, supporting a variety of recreational and sporting activities. These rentals included use by local youth and adult groups, as well as some bookings from organizations across the region.



Events

Year	Events
2024	31

The district hosted a total of **31 events** in 2024, which included a wide variety of activities ranging from sporting tournaments and annual community celebrations to smaller gatherings such as birthday parties and workplace events.



LAKE COUNTRY

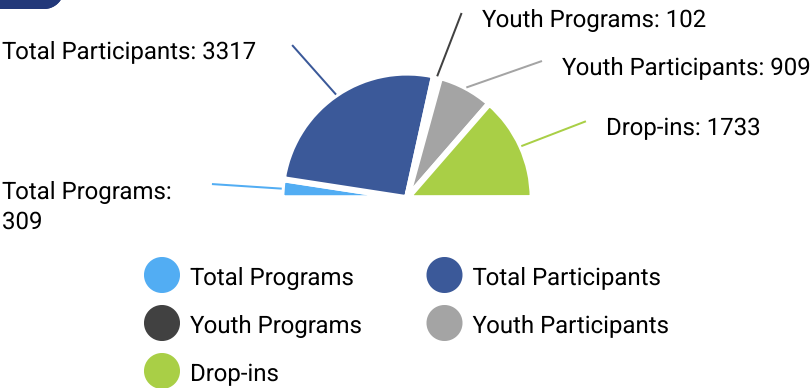
Life. The Okanagan Way.

RECREATION



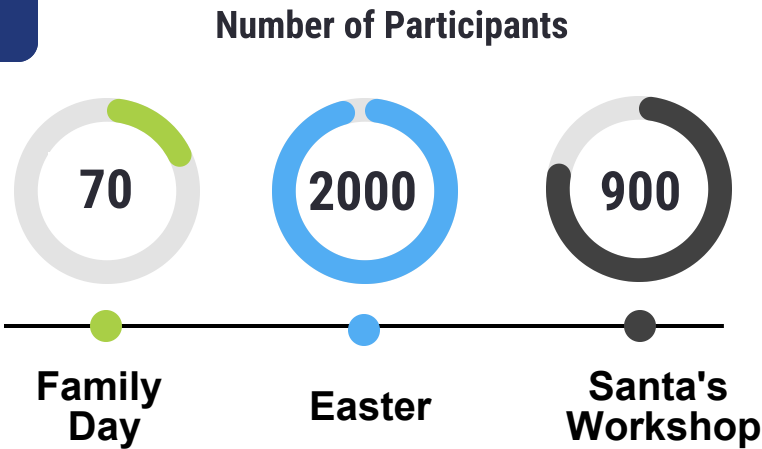
Recreational Programming

In 2024, the District of Lake Country offered a total of **309 programs**, with **3,317 participants**. Of these, 102 programs were focused on youth (up to 15 years old), engaging 909 youth participants. Additionally, there were 1,733 total drop-in participants across various programs.



Community Events

The Recreation Department hosted three major events in 2024. **Family Day** saw 70 participants, the **Easter** Event drew over 2,000 attendees, including 600 children, and **Santa's Workshop** engaged 900 participants. These events fostered community connection and celebration.



2024 Summary

The District of Lake Country offered diverse recreation programs for all ages, including sports, fitness, arts, and leisure activities in 2024. Drop-in sessions remained popular, and youth programs provided opportunities in various sports and camps.

The District also hosted free community events, bringing families together for Family Day, the Easter Event, and Santa's Workshop, fostering connection and celebration. These programs and events enriched community engagement and active lifestyles throughout the year.

CULTURE



Creekside Theatre Tickets



7584

(2024) Creekside Theatre sold 7584 tickets.

Lake Country buyers reached a record 20%, Kelowna decreased to 43%, and Vernon doubled to 14%. With a growing regional audience, Creekside is less reliant on Kelowna. In 2025, efforts will focus on expanding sales in West Kelowna to further diversify the customer base.

Volunteer Hours

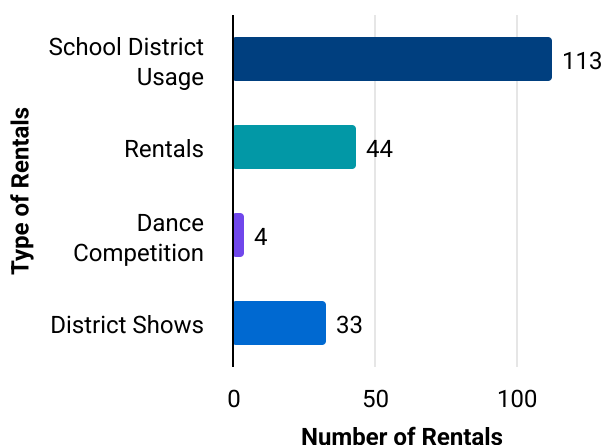


1043 hrs

(2024) Creekside Theatre offered 1043 hrs of volunteer work.

In 2024, 1043 **volunteer hours** were contributed to the Creekside Theatre. The theatre relies on volunteers for venue operations and events, with each show typically requiring 6 volunteers to assist with tasks such as setup, guest services, and concessions, ensuring smooth event execution.

Creekside Rental/Uses - 2024



The Creekside Theatre hosted 113 School District events, including 44 rentals, 4 dance competitions, and 33 district shows, showcasing its diverse use by the community.

Top 3 Sources Driving Ticket Sales

2024



Ticket sales were mainly driven by Facebook, Castanet, and email marketing, with Facebook being the primary platform for ticket buyers.

2024 Summary

Occupational Health and Safety

Safety By The Numbers - Year to Date

	2023 YTD	2024 YTD
<i>Hazard Assessments</i>	370	681
<i>Safety Meetings</i>	180	177
<i>Inspections</i>	238	169
<i>Near Misses</i>	23	11
<i>Corrective Actions</i>	96	171
<i>Lost Time Injuries</i>	1	2
<i>Medical Aid Injuries</i>	4	3
<i>First Aid Injuries</i>	8	7
<i>Workplace Violence</i>	4	2
<i>WorkSafeBC Inspections</i>	2	6

Awards & Certificate of Recognition (COR) Audit

The District of Lake Country was successful in achieving their **COR Certification** in 2024. With an overall score of 97% on the audit of the Safety Management System, this was a huge success.

Additionally, for the fourth year in a row, the District of Lake Country has received the award for **Organizational Safety Excellence** from the BC Municipal Safety Association. The award recognizes local governments for activities that improve experience rating, and ultimately reducing injuries, illness, disease and fatalities.

Also in 2024, OHS Specialist, Sarah Goodwin received the **2024 Occupational Health & Safety Employee of the Year Award**. The BCMSA recognizes a local government individual who has demonstrated an outstanding achievement in the field of Occupational health and safety.

Congratulations to District staff on the recognition of their continued dedication and efforts to provide a strong culture of safety at work.

2024 Summary

Human Resources

High retention reduces lost knowledge, hiring expenses, and missed revenue opportunities. The **Employee Retention Rate** and **Employee Turnover Rate** represent different aspects of the ability to nurture and maintain a workforce.



Employee Retention Rate

	2023 YTD	2024 YTD
Headcount - beginning of year (average)	95	96
Headcount - end of year (average)	91	94
Employee Retention Rate	85.26%	91.67%



Employee Turnover Rate

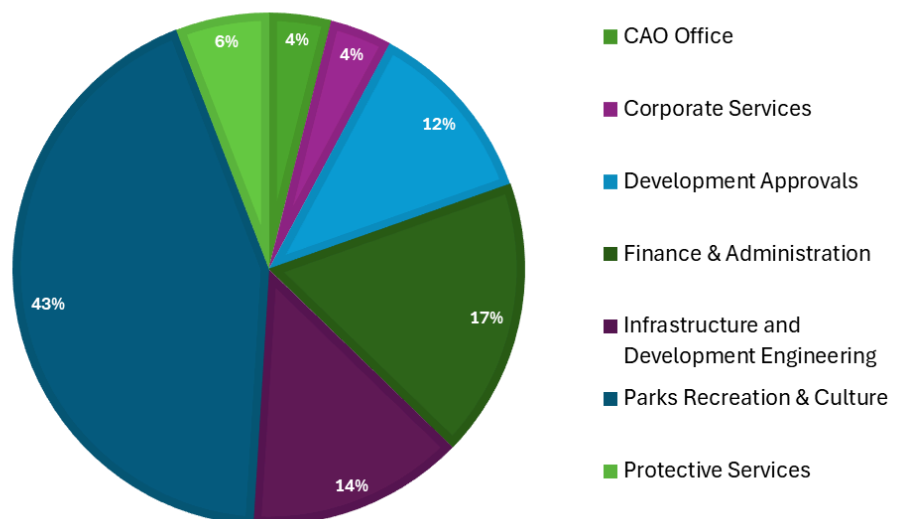
	2023 YTD	2024 YTD
Employee Turnover Rate	14.58%	8.33%



2024 Recruitment by Department

With over **1,226** applications received in 2024, The District of Lake Country is a highly sought-after employer in the Central Okanagan.

PERCENTAGE OF VACANCIES BY DEPARTMENT



Infrastructure & Development Engineering

2024 Summary

Public Works



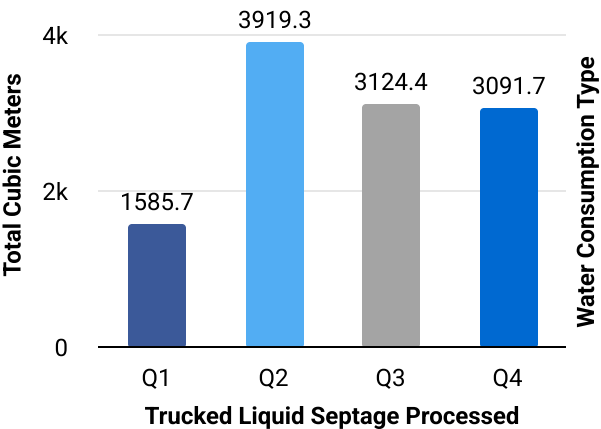
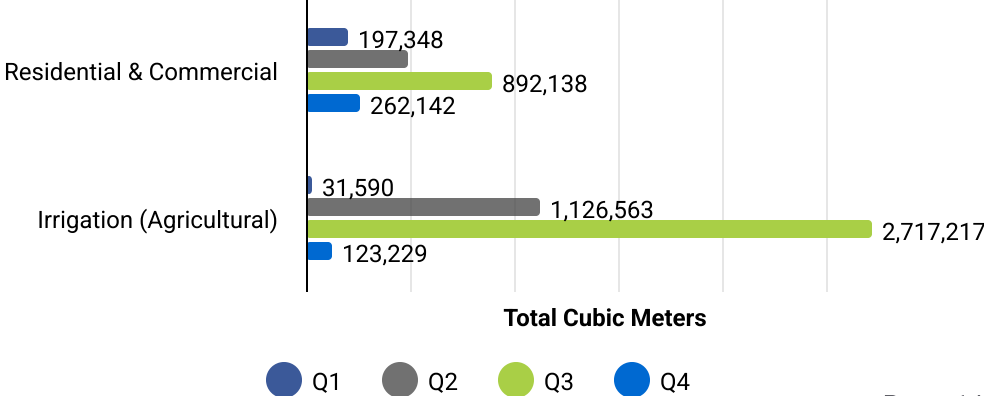
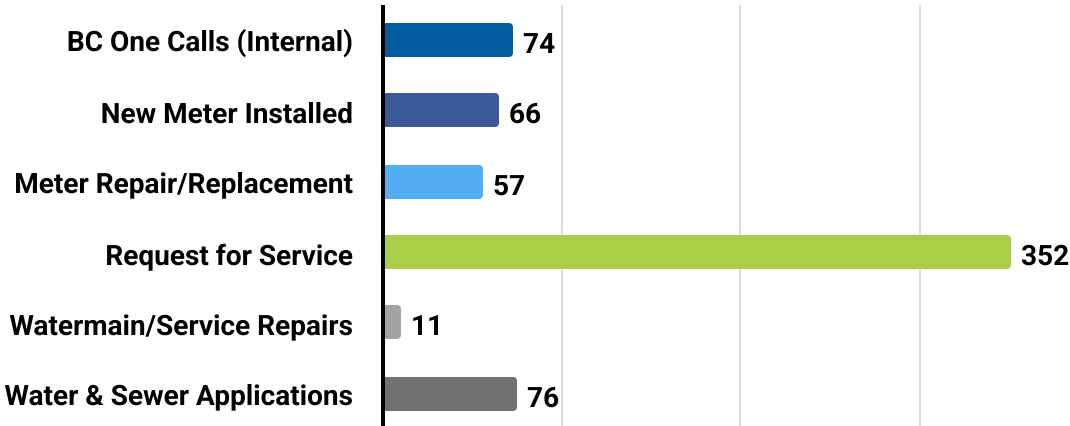
2024 WRAP-UP

6.5 KMS OF ROADS PAVED
1178 CATCH BASINS CLEANED
106 KMS OF ROAD LINES PAINTED
77 STREETLIGHTS REPAIRED



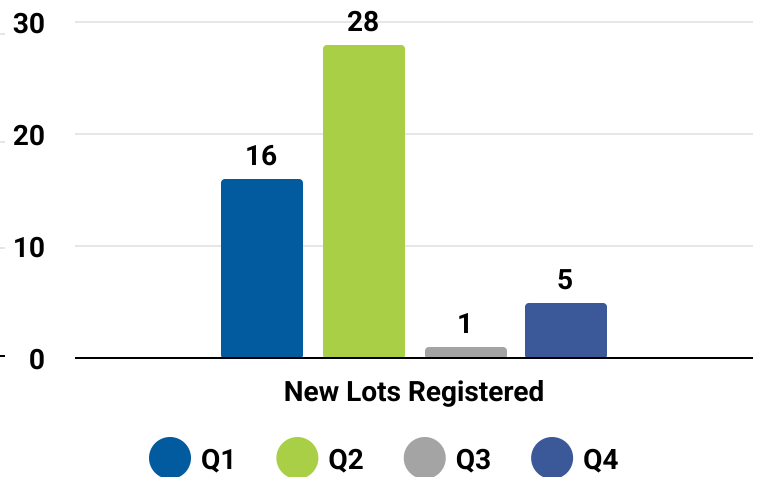
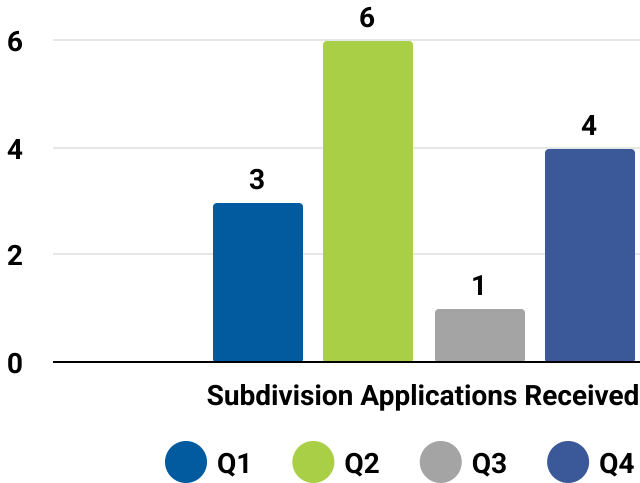
Water & Sewer Utilities

2024 Totals:





Development Engineering



Capital Program

2024 Key Project Completions



**Beaver Lake Intake Phase 1
Coffer Dam Construction** - Coffer
Dam completed and siphon
operating



**Pretty Rd Improvements
Construction** - Road and mobility
improvements and watermain
upsize



**Vernon Creek Intake Screens
Installation** - Self cleaning
screens installed for safer and
more efficient operations

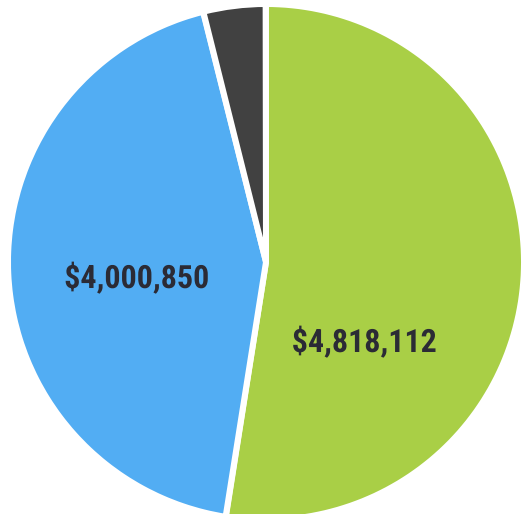


ON TIME
IN SCOPE
ON BUDGET



2024 Infrastructure Expenses

\$357,943



Transportation Water Sewer

2024 Featured Partnership

The District of Lake Country and BC Hydro partnered to construct a 350kW EV charging hub at the north end of Pelmeash Parkway. It features BC Hydro's most powerful and fastest charger to date!







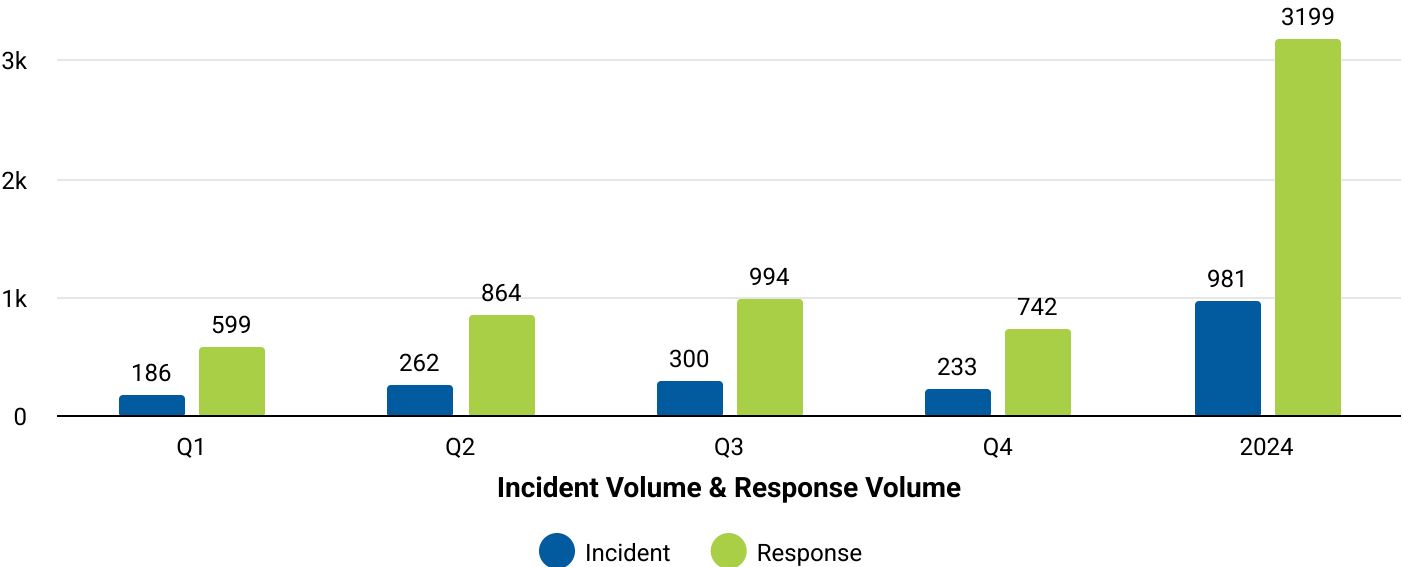
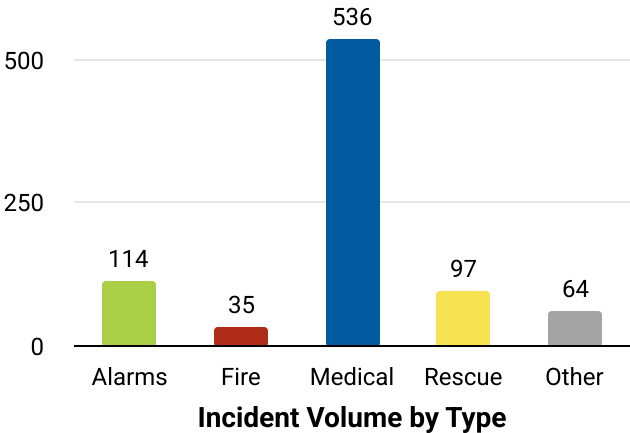
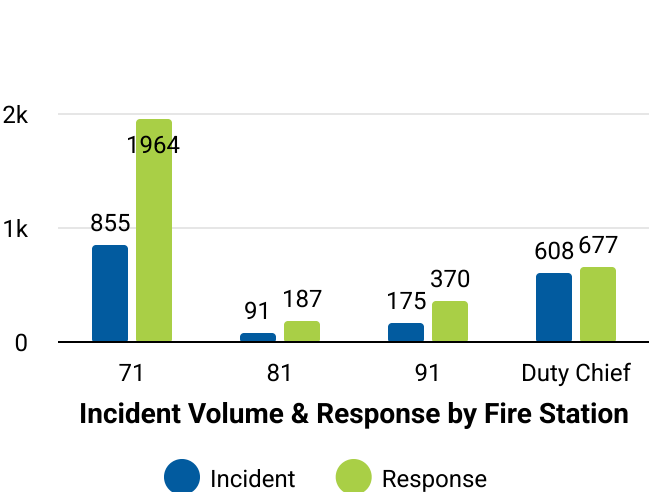
+ City of Kelowna Treated Effluent Connection, Bond Rd Mainline Valve Replacement, Interim and Priority Pavement Renewal Program, Lodge Rd Design

Lake Country Fire Department

2024 - Emergency Response Summary



Emergency Services For Residents & Businesses On-Duty 24/7/365 50+ Paid-On-Call Firefighters 6+ Career Staff 3 Fire Stations 12 Fire Apparatus				
	10	2	23 Provincial Fire Investigations	175
	Critical Lifesaving Medical Interventions	Civilian Fire Related Injuries	Property Saved \$11,839,982 Property Lost \$2,436,818	Scheduled Firefighter Training Events





LAKE COUNTRY
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Lake Country Fire Department

2024 - Fire Prevention Summary



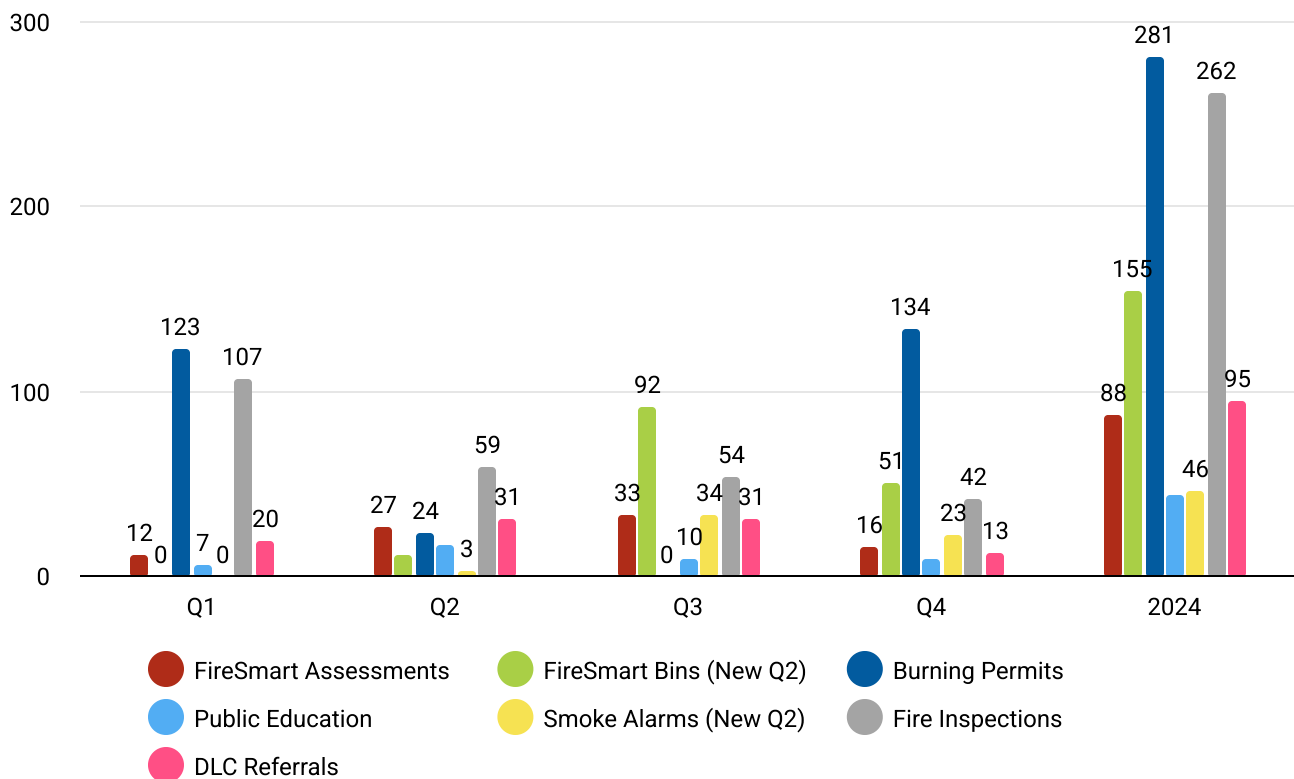
Lake Country FireSmart Recycling Bin Pilot Program

4 Strategically Located Recycling Bins deployed throughout the Community on District Property to Support Residents

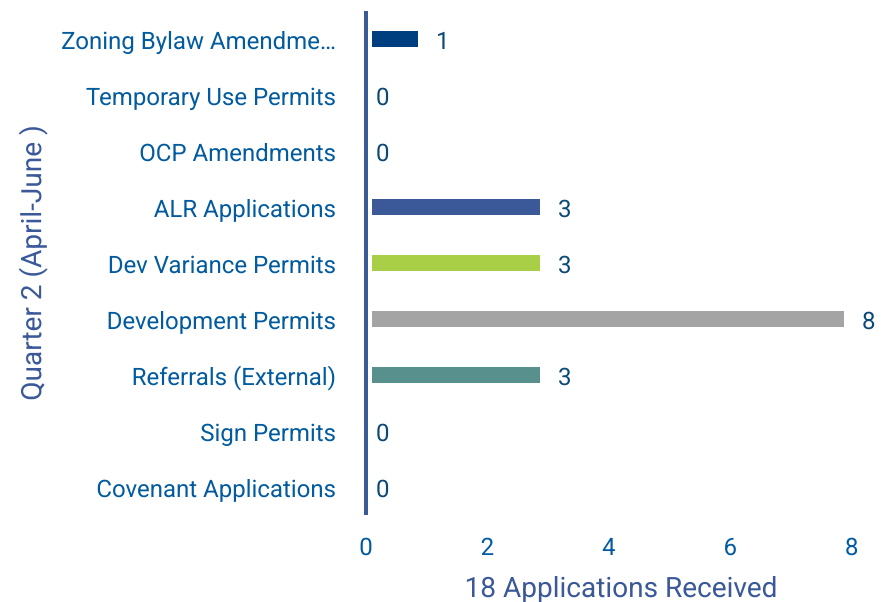
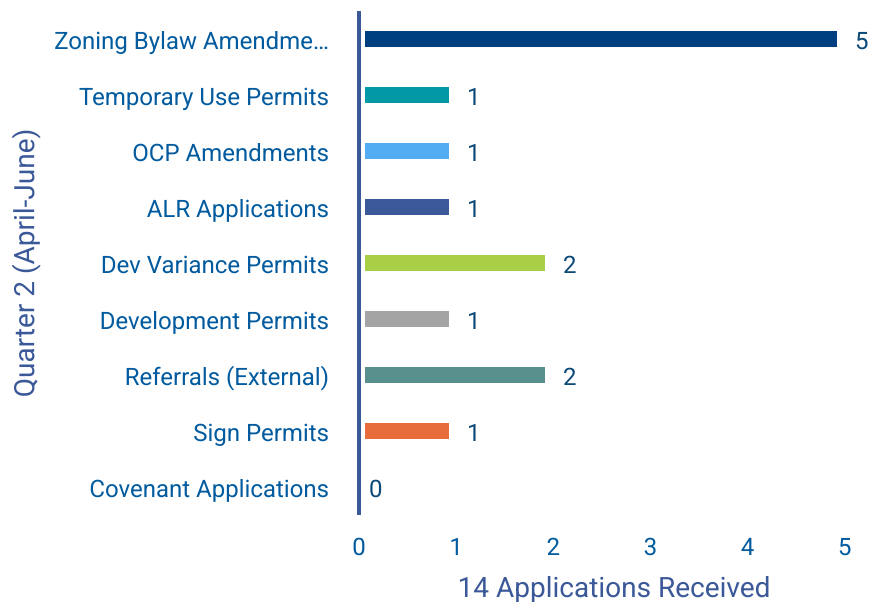
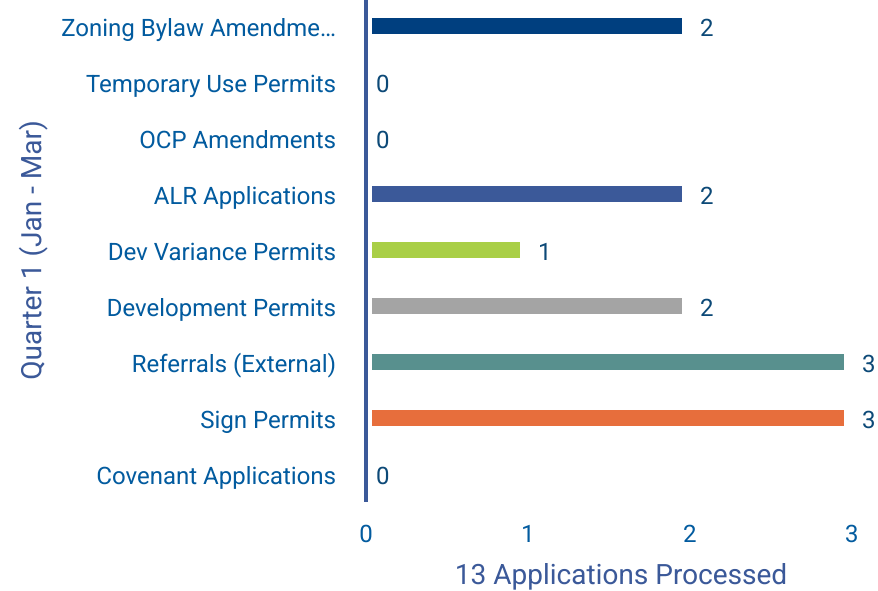
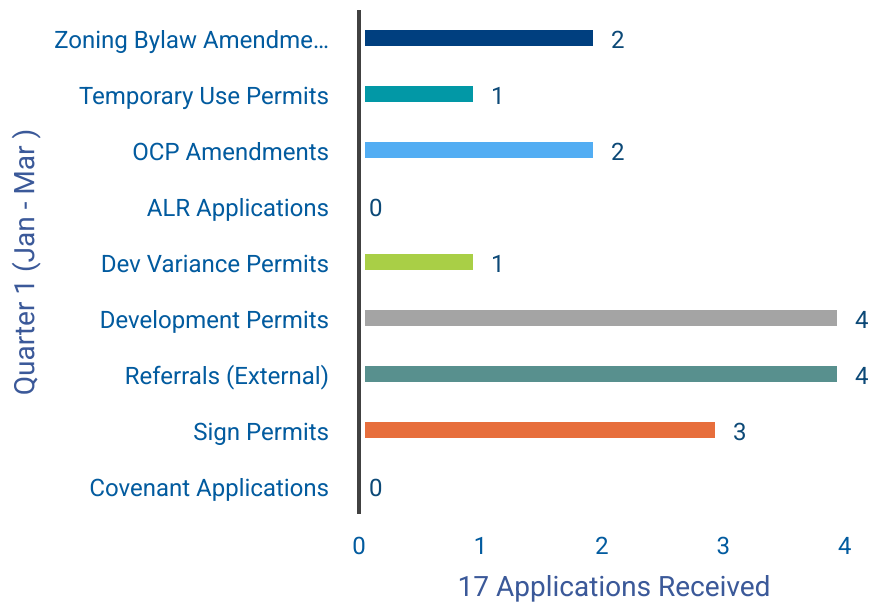
4 Neighborhood Recycling Bins Deployed for Special Projects to Support FireSmart BC Community Champions

Total Weight of Recycled Vegetation YTD - 183,346 Kg

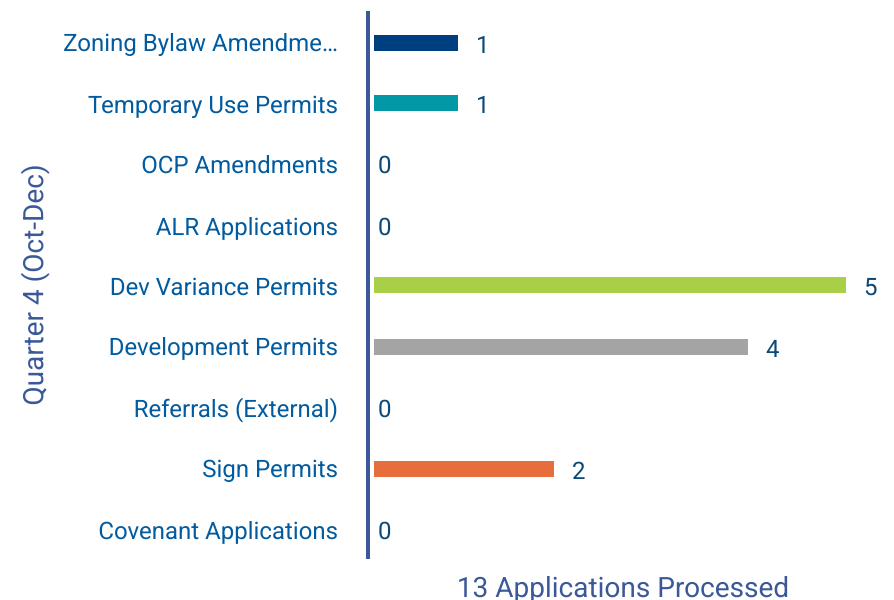
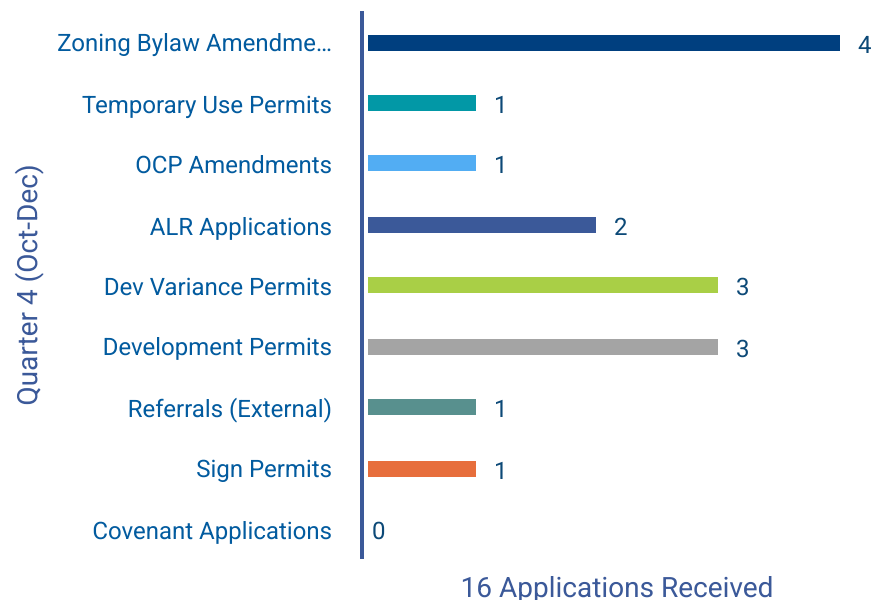
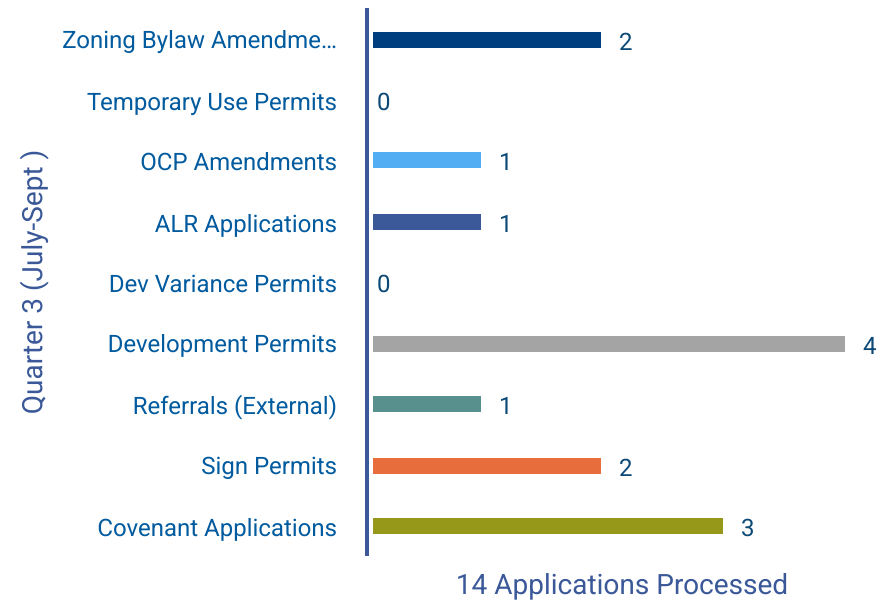
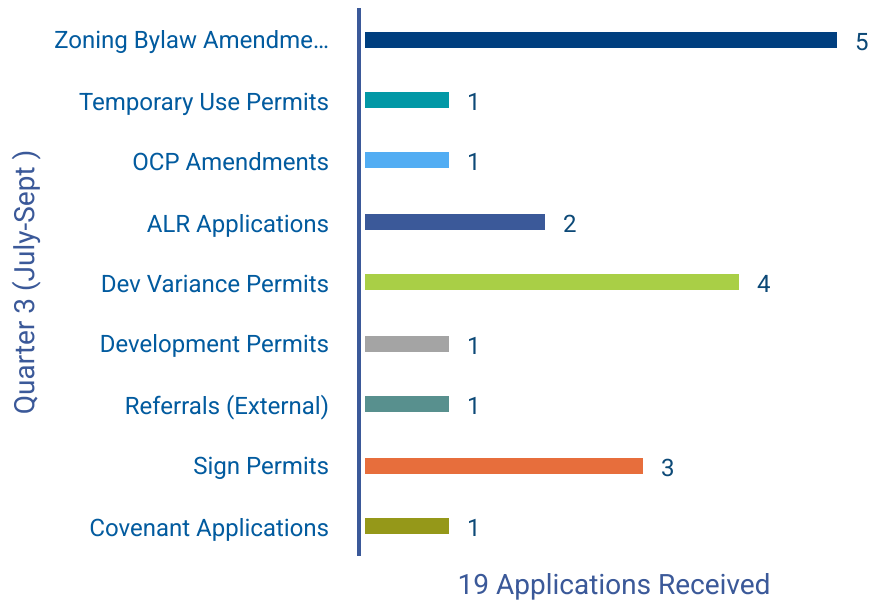
Q1 - 0 Kg Q2 - 14,060 Kg Q3 - 99,176 Kg Q4 - 70,110 Kg



2024 Planning Applications Summary

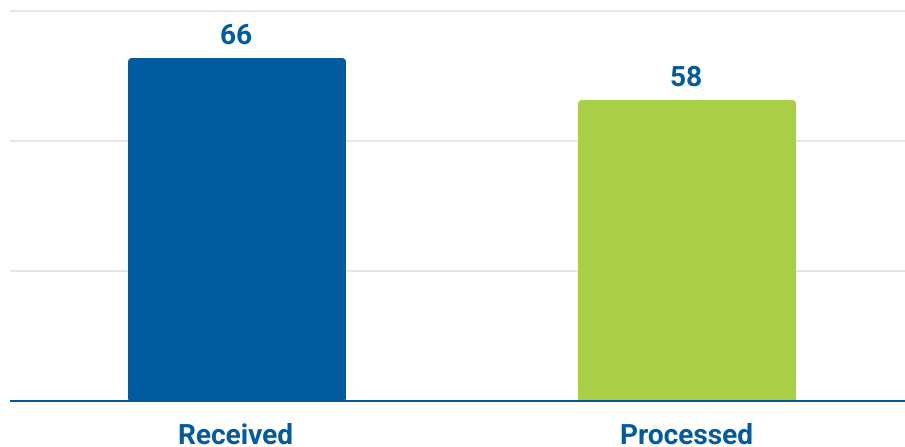


Summary of 2024 Planning Applications

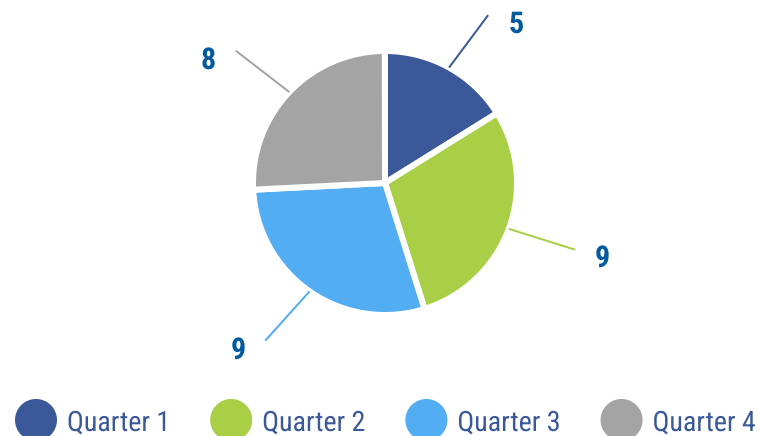


Summary of 2024 Planning Applications

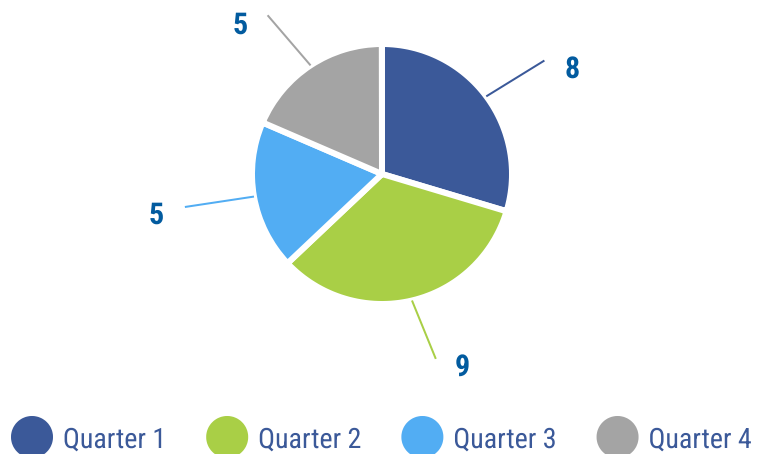
Total Applications Processed



Processed by Council



Processed by Staff



Applications Processed by Staff vs Council



DISTRICT OF LAKE COUNTRY

BYLAW 1246, 2024

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 3.3 General Definitions is amended by adding the following definitions in alphabetical order:

“**BACKYARD CHICKENS** means all domesticated **hens** and does not include roosters”;

“**CHICKEN ENCLOSURE** means an enclosed structure designed for the keeping of **backyard chickens**, and consists of a **hen yard** and **coop**”;

“**COOP** means that part of a **chicken enclosure** that is constructed of solid walls on all sides and covered with a solid roof, with a wood or concrete floor”;

“**HEN** means a female **backyard chicken**”;

“**HEN YARD** means the outdoor part of a **chicken enclosure** that is fully enclosed by wire or mesh, including all sides and top and may consist of a solid roof.”
 - 1.2 Section 3.3 General Definitions is amended by deleting and replacing the following definition:

“**POULTRY** means domesticated birds kept for eggs, meat, feathers, hide or cosmetic or medicinal purposes, and includes broilers, Cornish, layers, breeding stock, replacement pullets, roasters, duck, geese, turkeys, game birds and ratites, but does not include cassowaries or **Backyard Chickens**”
 - 1.3 Section 5.3 Prohibitions, subsection 5.3.7 (h), is deleted and replaced with the following:

“(h) keep, store, or board livestock or poultry on a lot in an urban residential zone except for **Backyard Chickens** in permitted zones.”
 - 1.4 Section 10-Specific Use Regulations, is amended by adding the following new Section 10.16 immediately following section 10.15:

“**10.16 Backyard Chickens**

10.16.1 The keeping of **Backyard Chickens** is prohibited in all Zones, except:

 - (a) the keeping of **Backyard Chickens** is permitted on properties zoned RR3 and RU1 where the lot is greater than 500 m² and there are no more than 2 dwelling units on a lot.

- 10.16.2 No person shall keep **Backyard Chickens** unless they:
- (a) only keep **Backyard Chickens** for personal use;
 - (b) do not sell, trade or barter eggs, manure, meat, or other products derived from the **Backyard Chickens**;
 - (c) ensure all **Backyard Chickens** are kept within a secure and locked coop from dusk until dawn;
 - (d) Construct and maintain a **chicken enclosure** that:
 - (i) is a maximum of 2.0 metres in height;
 - (ii) is constructed in a rear yard;
 - (iii) is located:
 - A. a minimum of 2.0 metres from a rear lot line,
 - B. a minimum of 2.0 metres from an interior side lot line,
 - C. a minimum of 3.0 metres from a flanking side lot line, and
 - D. a minimum of 3.0 metres from a dwelling unit on the property;
 - (iv) includes a **coop** with a floor area of at least 0.4 square metres per hen;
 - (v) includes a **hen yard** that is at least 1 square metre of floor area per hen with a floor consisting of any combination of vegetated or bare earth;
 - (vi) is constructed and maintained to:
 - A. ensure Backyard Chickens are contained at all times;
 - B. prevent access by other animals;
 - C. secure all food and water to avoid attracting other animals;
 - D. remain in good and sanitary condition and repair;
 - E. prevent attraction or harbouring of pests, wildlife or vermin;
 - F. prevent obnoxious odours;
 - G. prevent conditions that interfere with the health or well-being of a hen.
 - (e) apply for and receive an annual permit from the District to keep backyard chickens.
- 10.16.3 Where Backyard Chickens are permitted, no person shall:
- (a) Keep or permit to be kept any rooster on a property they own or occupy;
 - (b) Keep or permit to be kept more than 5 **Backyard Chickens**;
 - (c) Have or permit more than one **chicken enclosure**;
 - (d) Allow **Backyard Chickens** to stray, trespass or graze on a highway, public place, private property or unfenced land;
 - (e) Butcher or euthanize **hens**;
 - (f) Dispose of dead **backyard chickens** except by delivering to a farm, abattoir, veterinarian or other facility legally permitted and able to dispose of backyard chicken carcasses; or
 - (g) Deposit manure from Backyard Chickens in the municipal sewage or storm drain system, or compost manure in such a way as to allow manure to enter the municipal sewage or storm drain system."

1.5 Section 14.3 RR3 – Rural Residential 3, subsection 14.3.3 Secondary Uses, is amended by adding the following item (h) in alphabetical order:
“(h) Backyard Chickens”;

1.6 Section 15.1 – RU1- Small-Scale Multiple Housing, subsection 15.1.3 Secondary Uses, is amended by adding the following item (h) in alphabetical order:
“(h) **Backyard Chickens**”.

2. This bylaw may be cited as “Zoning Amendment (Backyard Chickens) Bylaw 1246, 2024”.

READ A FIRST TIME this 15th day of October, 2024.

READ A SECOND TIME this 15th day of October, 2024.

ADVERTISED on the 2nd and 9th days of January, 2025 that a Public Hearing be held pursuant to Section 464 of the *Local Government Act*.

READ A THIRD TIME this 14th day of January, 2025

Certified correct at third reading.

January 15, 2025

Dated at Lake Country, B.C.

Original signed by Reyna Seabrook

Corporate Officer

RECEIVED the approval of the Ministry of Transportation this 17th day of January, 2025.

Original signed by James Outhwaite

Ministry of Transportation and Infrastructure

ADOPTED this xx day of month, 202X.

Mayor

Corporate Officer

DISTRICT OF LAKE COUNTRY

BYLAW 1268, 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 19.5. DC5 – Direct Control 5 (Crystal Waters) is amended by:

- (a) in subsection 19.5.2(b) Principal Uses, deleting the lot number “11”;
- (b) in subsection 19.5.4(a)(ii) Side Setback, adding the following section immediately after section b.:

“c. Notwithstanding 19.5.4.(a)(ii)a. the Residential Side Setback on strata lot 11, Plan KAS2946 ODYD is 0 metres”
- (c) in subsection 19.5.4(b) Minimum Lot Area, adding the following immediately after section (i):

“(ii) Notwithstanding 19.5.4.(b)(i) the Minimum Lot Area is 243.3 square metres on strata lot 11, Plan KAS2946 ODYD”
- (d) in subsection 19.5.4(d) Maximum Lot Coverage, adding the following immediately after section (iii):

“(iv) Notwithstanding 19.5.4.(d)(i), the Maximum Lot Coverage is 60.7% on strata lot 11, Plan KAS2946 ODYD”.

2. This bylaw may be cited as “Zoning Amendment (Z0000340) Bylaw 1268, 2025”.

ADVERTISED on the 20th and 27th days of February, 2025 that the Public Hearing was Prohibited pursuant to the provisions of Sections 464(3), 464(4), and 467 of the Local Government Act

READ A FIRST TIME this 4th day of March, 2025.

READ A SECOND TIME this 4th day of March, 2025.

READ A THIRD TIME this 4th day of March, 2025.

Certified correct at third reading.

March 6, 2025
Dated at Lake Country, B.C.

Original signed by Reyna Seabrook
Director of Corporate Services

RECEIVED the approval of the Ministry of Transportation this 7th day of March, 2025 pursuant to Section 52(3)(a) of the Transportation Act.

Original signed by Audrie Henry
Ministry of Transportation and Infrastructure

ADOPTED this xx day of xxx, 2025.

Dated at Lake Country, BC

Director of Corporate Services

DISTRICT OF LAKE COUNTRY

BYLAW 1270

A BYLAW TO AMEND SANITARY SEWER REGULATION AND RATE BYLAW 1176

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

1. Sanitary Sewer Regulation and Rate Bylaw 1176, 2022 is hereby amended as follows:

1.1. The following definitions are added under section 2. DEFINITIONS, in alphabetical order:

“Building Official” means the person designated in or appointed to that position by the **District** and other such person or persons as they may designate from time to time as their assistants;

“Non-Connected” means having a **Service Connection** installed to the parcel but there is no physical connection to a **Building Sewer**.

“Strata” means as defined in the *Strata Property Act*

1.2. Section 14.5 is deleted in its entirety and replaced with the following:

14.5 **Customers** are deemed **Connected** to the **Sanitary Sewer System** on the date occupancy is granted as determined by the **Building Official** (“Date of Connection”).

1.3. Section 14 is amended by adding the following text as subsection 14.12

14.12 **Non-Connected** parcels shall be charged a non-connected fee as per Schedule A.

1.4. Schedule A User Fees and Rates is deleted and replaced with an updated Schedule A User Fees and Rates attached hereto and made part of this bylaw.

2. REPEALS

2.1. District of Lake Country Sewer Service Parcel Tax Bylaw 98-224 and any amendments thereto are hereby repealed in their entirety.

2.2. District of Lake Country Wastewater Management Plan Parcel Tax Bylaw 98-182 and any amendments thereto are hereby repealed in their entirety.

3. EFFECTIVE DATE

3.1. This bylaw shall come into effect on January 1st, 2025

4. CITATION

- 4.1. This bylaw amendment may be cited as "Sanitary Sewer Regulation and Rate Amendment Bylaw 1270, 2025".

READ A FIRST TIME this 4th day of March, 2025

READ A SECOND TIME this 4th day of March, 2025

READ A THIRD TIME this 4th day of March, 2025

ADOPTED this _____ day of _____, 2025

Mayor

Corporate Officer

Schedule A to Bylaw 1270, 2025

Schedule A
User Fees and Rates

Item	User Fee
<u>Service Connection Installation</u>	
Any Service Connection Installation	Actual Cost
<u>Connection Fee</u>	
General Connection Fee	\$1,000 per connection
<u>Service Calls and Other Works</u>	
Service Call	\$150 per occurrence
Service Call After Hours	\$250 per occurrence
Inspection Chamber Replacement or Alteration Fee	\$250
Brooks Box Fee	\$130
Contaminated Material Disposal Fee	\$250

User Fees	2025	2026	2027	2028
Residential & Residential Multifamily Strata	\$640	\$670	\$700	\$720
Residential Multifamily Non-Strata	\$320	\$470	\$630	\$720
Registered Accessory Suite or Secondary Suite	\$115	\$120	\$130	\$140
Commercial Customer	\$640	\$670	\$700	\$720
Excess Discharge Fee	\$260	\$270	\$280	\$290
Non-connected Fee	\$275	\$290	\$295	\$300

Excess Wastewater Discharge Fee	As calculated below
CALCULATION CRITERIA	
The Average Annual Wastewater Discharge shall be calculated as follows:	
$\frac{(\text{Meter reading from last reading in March} - \text{meter reading from last reading in previous December}) \div \text{days between readings} \times 365 \text{ days}}{1} = \text{Average Annual Wastewater Discharge}$	
If Average Annual Wastewater Discharge is greater than 230 cubic metres the Excess Wastewater Discharge Fee shall be calculated as follows:	
$(\text{Average Annual Wastewater Discharge} - 230 \text{ cubic metres}) \div 230 \times \text{Excess Discharge Fee} = \text{Excess Wastewater Discharge Fee}$	
<p>** All volumes are cubic metres, and when the reading is unavailable an estimate based off previous years or similar Customer types will be used.</p>	

DISTRICT OF LAKE COUNTRY

BYLAW 1261, 2025

A BYLAW TO AMEND ZONING BYLAW 561, 2007

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

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

LOT 64 SHOWN ON PLAN B13454; SECTIONS 9 AND 16 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT
PLAN 521 EXCEPT PLANS H18660 AND KAP70483

From: RR1– Rural Residential 1

To: RU1 – Small-Scale Multiple Housing

As shown on Schedule A as Area ‘A’, attached to and forming part of this bylaw.

This bylaw may be cited as “Zoning Amendment (Z0000269) Bylaw 1261, 2025”.

ADVERTISED on the 9th and 16th days of January 2025 that the Public Hearing was prohibited pursuant to
Section 467 of the *Local Government Act*.

READ A FIRST TIME this 21st day of January, 2025.

READ A SECOND TIME this 4th day of March, 2025.

READ A THIRD TIME this 4th day of March, 2025.

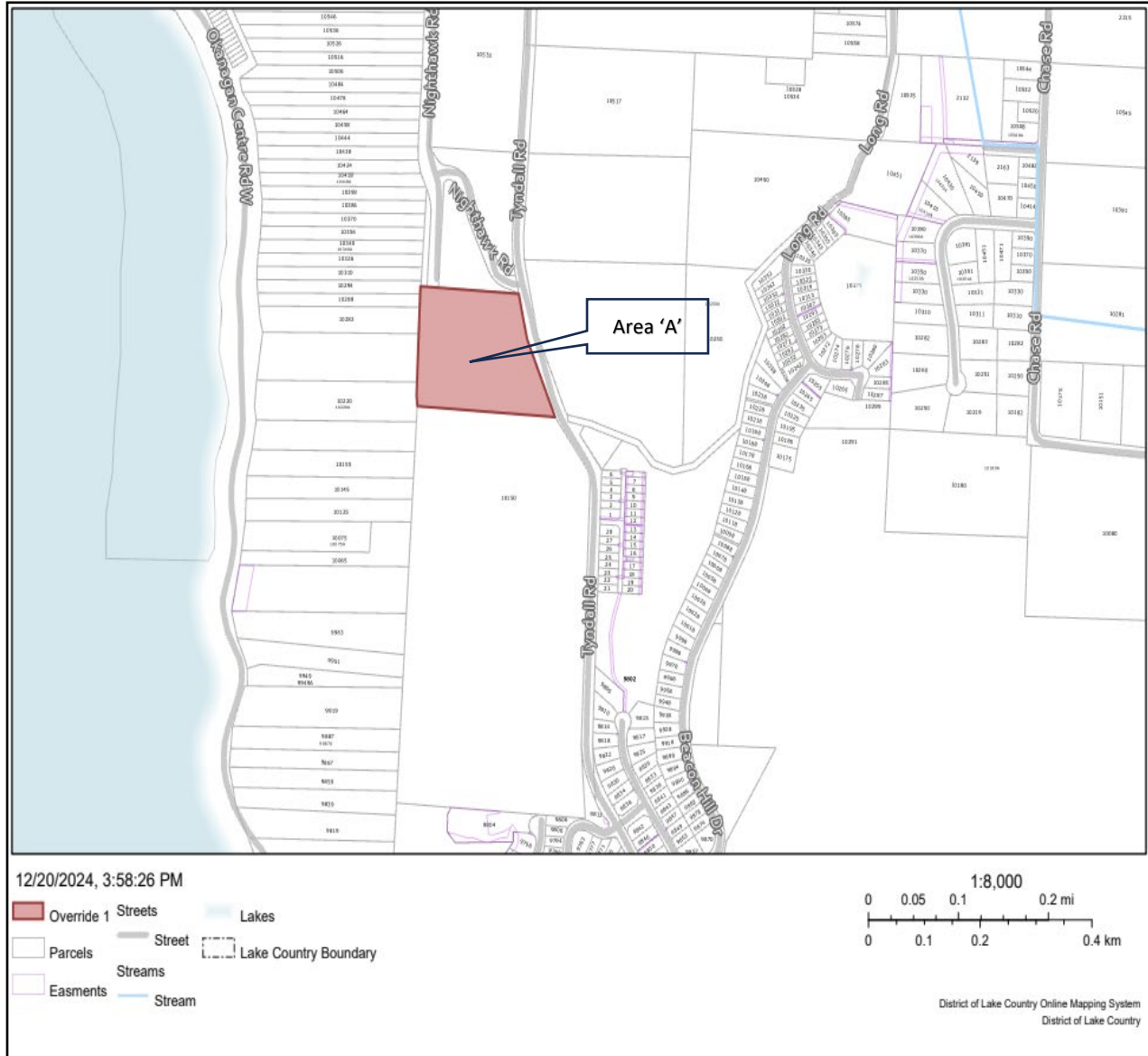
ADOPTED this xx day of XXX, 2025.

Mayor

Corporate Officer

Schedule A to Bylaw 1261, 2025

Lot 64 Tyndall Road - Zoning



DISTRICT OF LAKE COUNTRY

BYLAW 1259, 2025

A BYLAW TO AMEND ZONING BYLAW 561, 2007

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

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

LOT 64 SHOWN ON PLAN B13454; SECTIONS 9 AND 16 TOWNSHIP 20 OSOYOOS DIVISION YALE DISTRICT
PLAN 521 EXCEPT PLANS H18660 AND KAP70483

From: RR2 – Rural Residential 2

To: RU1 – Small-Scale Multiple Housing

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

This bylaw may be cited as "Zoning Amendment (Z0000274) Bylaw 1259, 2025".

ADVERTISED on the 9th and 16th days of January 2025 that the Public Hearing was prohibited pursuant to Section 467 of the *Local Government Act*.

READ A FIRST TIME this 21st day of January, 2025.

READ A SECOND TIME this 4th day of March, 2025.

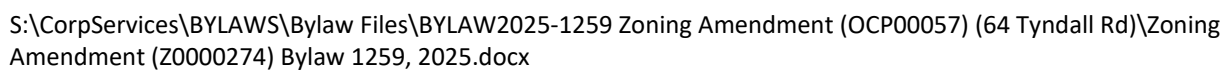
READ A THIRD TIME this 4th day of March, 2025.

ADOPTED this xx day of XXX, 2025.

Mayor

Corporate Officer

Lot 64 Tyndall Road – Zoning





Minutes

Public Art Advisory Commission Meeting

March 3, 2025, 5:00 p.m.
Winfield Room, Municipal Hall
10150 Bottom Wood Lake Road
Lake Country, British Columbia V4V 2M1

Council Present: Mayor Blair Ireland
Councillor Michael Lewis

Staff Present: Makayla Ablitt, Legislative & FOI Coordinator
Steve Petryshyn, Parks and Landscape Planner

Committee Members Present: Janice Larson, Chair
Asana Hughes
Pippa Dean-Veerman
Sharon McCoubrey

1. Call to Order

We acknowledge that we are conducting our business today on the unceded territory of squilx"/syilx (Okanagan) peoples. As a Commission, 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 Chair called the meeting to order at 5:03.

2. Adoption of Agenda

It was moved and seconded

THAT the Public Art Advisory Commission Meeting Agenda of March 3, 2025 be adopted with the following additions:

12. Utility Kiosk Artwork

Carried.

3. Adoption of Minutes

It was moved and seconded

THAT the Public Art Advisory Commission Meeting Minutes of December 9, 2024 be adopted.

Carried.

4. Selection of the Chair

The commission discussed the opportunity to have a delegation to Council at the March 18th Regular Council Meeting.

It was moved and seconded

THAT Janice Larson be elected as Chair of the Public Art Advisory Commission for 2025.

Carried.

5. PAAC Funds for 2024/2025

Steve Petryshyn provided an update regarding PAAC Funds 2024/2025, noting that the current allocation for 2025 is \$93,085.00.

The Commission discussed and update of PAAC Funds become a standing item on the agenda.

The Commission requested information about how the Commission funds are currently collected from the community. The Commission expressed interest in increasing PAAC funding and exploring additional options and mechanisms for public art funding in preparation for a presentation to Council in late summer or early fall.

Steve Petryshyn noted the District's Grant Specialist is looking out for grants related to public art.

6. Goals/Projects for 2025

- Create a proposal to increase and diversify income streams to PAAC.
- Explore collaboration with other community initiatives – e.g. road safety, public safety, FireSmart, Don't Move a Mussel, etc.

7. Update on the Traffic Circle Sculpture Project

Janice Larson noted there is little to update since the last meeting. Most private sector and other potential contributors to the project are most interested in knowing how much the District is willing to contribute.

Steve Petryshyn noted that further technical and operational assessment of the traffic circle site indicates the site is likely not suitable for a renewable energy sculpture. Steve Petryshyn distributed mock-up diagrams of the new Community Centre, explaining what potential uses for the building are and suggested redirecting the proposed renewable energy sculpture project from the Traffic Circle to a location within the new Community Centre site. The mock ups are attached to and form part of these minutes.

Staff are looking at potential energy grants for the Community Centre.

Sharon McCoubrey observed the Community Centre may present several opportunities for integrated art, and suggested the traffic circle site could instead be a place for temporary rotating art with a designated honorarium.

Janice Larson agreed it makes sense to shift the energy from the traffic circle sculpture to the Community Centre and likes the idea of the traffic circle site becoming a rotating art venue.

Mayor Ireland will connect with the Mayor of Penticton to explore collaboration with their rotating artwork.

It was moved and seconded

THAT the opportunity be explored to move the Traffic Circle Renewable Energy Project to the Community Centre;

AND THAT a staging place be created for temporary art within the traffic circle site.

Carried.

8. Mel Bachmann's Proposal for Marketing/Promotion

The Commission discussed options for working with Mel Bachmann and established a sub-committee working group which has intentions to meet within the next week.

It was moved and seconded

THAT PAAC enter into negotiation with Mel Bachman to create a trial contract for marketing and promotion services for up to 6 months up to a total cost of \$1,200.00;

AND THAT a working group comprised of Michael Lewis, Pippa Dean-Veerman, Janice Larson and Sharon McCoubrey be established.

Carried.

9. Mayor's Portrait

An honorarium of \$1,000.00 was paid for portraits of DLC mayors in the past.

Sharon McCoubrey will research potential artists and bring forward options.

It was moved and seconded

THAT artists be informally approached regarding the commission of a portrait of Mayor Ireland.

Carried.

10. Margaret Kyle's Sculpture

Steve Petryshyn will connect with Sean Lesowski, Manager of Parks and Facilities regarding technical and operational matters regarding placement of the sculpture in the DLC municipal office foyer.

11. Street Banner Replacement

Steve Petryshyn distributed a presentation which is attached to and forms part of these minutes. He provided a project update and will source graphic artists to prepare mock-ups, with the objective of selecting a total of 20 designs.

12. Utility Kiosk Artwork

Steve Petryshyn distributed a map with the Utility Kiosks highlighted which is attached to and forms part of these minutes. These kiosks present an opportunity for displaying public art, and the Commission discussed a public call for artwork to cover these utility kiosks.

13. Other

14. Next Meeting

Monday June 2, 2025

15. Adjournment

The Chair adjourned the meeting at 7:35 p.m.

Janice Larson, Chair

Makayla Ablitt, Recording Secretary



STREET BANNER REPLACEMENT

Project Background

- ❖ In 2008, street banners were placed to promote the District's 'Active Communities' program and 'Be Here – Be Active' slogan

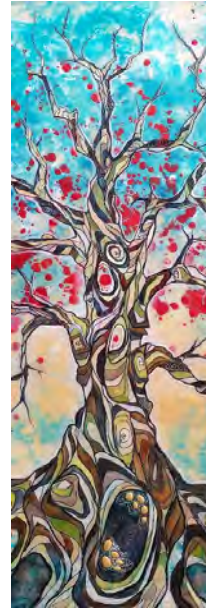
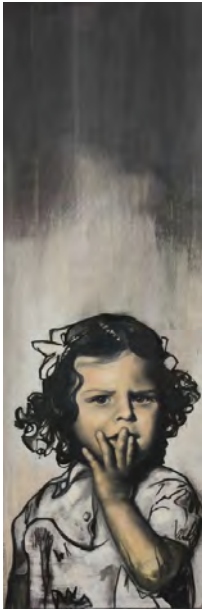


STREET BANNER REPLACEMENT



Project Background

- ❖ In 2018, PAAC was asked to select new street banners designs. The focus was on showcasing local artists.



STREET BANNER REPLACEMENT



What's Next?

- Existing street banners are deteriorating and in need of replacement
- Parks, Rec & Culture Dept. has requested budget for replacement in 2025 – at 3rd reading
- Desire to create a more consistent street banner program, rather than one-off solutions

Street Banner Program

- Overall goals should remain consistent, topics or themes can change
- Process should remain consistent
- Frequency of replacement should remain consistent



STREET BANNER REPLACEMENT

Overall Program Goals

- ❖ What should the overall goals of the street banner program be?
 - Showcase local artists
 - Promote unique aspects of the community
 - Reflect community values and priorities
 - Civic beautification
 - Engage and inspire community members

Others?

Ways the program can achieve these goals?



STREET BANNER REPLACEMENT

Eligibility & Artwork Type

- ❖ Who should be eligible to submit artwork?
 - Invite only
 - Open to all
 - Open to all, meeting certain qualifications or characteristics

- ❖ What type of artwork should be allowed?
 - Photography
 - Digital art
 - Collage
 - Painting and illustration
 - Printmaking



STREET BANNER REPLACEMENT



Participation

- ❖ How should banner designs be chosen?
 - PAAC selection
 - Public voting
 - Panel of select judges
 - Combination (ex. PAAC or judges narrow selection for public vote)

- ❖ How should topics or themes be identified?
 - PAAC selection
 - Public engagement
 - District staff

STREET BANNER REPLACEMENT



Spending

- ❖ How often should we plan to replace banners?
 - Every year
 - Every 2 years
 - Every 3 years
 - Every 4-5 years
- ❖ How much should an honorarium be for each selected design?
 - \$300 previously (for comparison, City of Richmond is \$300 for 2025 program)
- ❖ How many different images should be selected and displayed? Total budget?
 - 120 total banners (20 designs = \$6,000; 24 designs = \$7,200; 30 = \$9,000)
 - In 2018, 22 designs were selected totaling \$6,600

STREET BANNER REPLACEMENT



Display

❖ Aside from the artwork, what else should be displayed on the banner?

- Artist's name
- Theme
- DLC logo
- Graphic border
- Business name (ie. Sponsorship)

❖ What should be done with past banners?

- Dispose
- Sell (ex. Richmond sells for \$10 each)
- Giveaway
- Repurpose (ex. recycled bags)



STREET BANNER REPLACEMENT



Proposed Timelines

- Today – approve budget & determine framework for banner design program and process
- Prepare Call for Artwork – March/April
- Open for Submissions – May
- Selection Process – June / July
- Installation – August





6th Street PRV



Seymour Liftstation and Generator

Kalamalka Lake Generator



Lodge Road LS and Generator



Woodsdale LS & Generator

Potential Kiosks To Be Wrapped



Okanagan Basin
WATER BOARD

BOARD REPORT: March 4, 2025

1450 KLO Road, Kelowna, BC V1W 3Z4

P 250.469.6271 F 250.762.7011

www.obwb.ca

OBWB Directors

Blair Ireland - Chair,
Regional District of Central
Okanagan

Doug Holmes - Vice-Chair,
Regional District of Okanagan-
Similkameen

Victor Cumming, Regional
District of North Okanagan

Rick Fairbairn, Regional
District of North Okanagan

Bob Fleming, Regional Dis-
trict of North Okanagan

Wayne Carson, Regional
District of Central Okanagan

Charlie Hodge, Regional
District of Central Okanagan

Subrina Monteith - Alt., Re-
gional District of Okanagan-
Similkameen

Sue McKortoff,
Regional District of Okanagan-
Similkameen

Tim Lezard, Okanagan Nation
Alliance

Bob Hrasko, Water Supply
Association of B.C.

Jeremy Fyke, Water
Stewardship Council

**The next regular meeting of the
OBWB will be Tuesday, April 1,
2025, at the RDNO offices at
9848 Aberdeen Road, Cold-
stream, B.C.**

Stay connected! Follow us on



Okanagan Basin Water Board Meeting Highlights

OBWB gains broad support for invasive mussel prevention efforts: The OBWB has received significant support for its updated calls to action regarding invasive mussels, sent to the Okanagan Interior Invasive Mussel Working Group in February. Letters of support were submitted by several organizations and individuals in the Okanagan and other regions. This widespread backing reinforces the urgency of preventing invasive mussels from entering Okanagan waterways.

Okanagan Water Stewardship Council begins new term: The Okanagan Water Stewardship Council (OWSC), the technical advisory committee to the OBWB, begins its 19th year this April. The OBWB reappointed 32 member organizations, including agricultural producers, all levels of government, and water professionals from various disciplines. With all current members continuing, the Council remains a strong and consistent voice on key water issues in the Okanagan.

Directors hear about the Okanagan's low snowpack: At the March 4, 2025 Board meeting, OBWB Directors were informed of concerning low snowpack levels in the region. As per the February 12, 2025 Provincial Snow Supply Bulletin, the Okanagan's snowpack was measured at 84 per cent of normal, marking the lowest February 1 level since 2017. This situation raises concerns about potential water supply challenges in the upcoming season.

Twenty grant applications for WCQI: The OBWB received 20 grant applications, requesting a total of \$554,654, for the 2025/2026 Water Conservation and Quality Improvement (WCQI) Grant Program. With \$350,000 in funding available, OBWB staff will review proposals throughout March, with recommendations sent to the Board of Directors for approval on April 1, 2025. Awarded projects will be announced April 2, 2025. This year's 20 WCQI proposed projects, which all support local water conservation and protection, are valued at more than \$6.7 million.

OBWB takes a stand against aquatic pesticides and herbicides: The Okanagan Basin Water Board (OBWB) maintains its long-standing opposition to aquatic herbicides and pesticides in Okanagan Lakes, in place since the 1970s. After months of discussion and staff reports, OBWB Directors passed a motion to adopt an official Statement Against the Application of Chemical Pesticides and Herbicides in Okanagan Waters:

"For over 50 years, the Okanagan Basin Water Board has played a crucial role in safeguarding water quality, ensuring access to clean drinking water, supporting healthy agriculture, and maintaining thriving aquatic ecosystems and advocating for source protection. Okanagan communities deeply value and depend on their water, not only drinking water, but for clean, safe water for the environment, recreation, and tourism. Our communities strongly oppose the use of chemical pesticides and aquatic herbicides in our lakes, streams, and reservoirs. The Okanagan Basin Water Board stands firmly against the application of these and any other chemicals in Okanagan waters."

For more information, please visit: www.OBWB.ca

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.