

Regular Council Meeting
to be held at
City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, August 1, 2017
at 1:00 p.m.

1. **Call Regular Council Meeting to Order**
2. **Introduction of Late Items**
3. **Adoption of Agenda**
4. **Adoption of Minutes:**
 - 4.1 Minutes of the July 18, 2017 Committee of the Whole Meeting 1-2 Receive
 - 4.2 Minutes of the July 18, 2017 Public Hearing 3-6 Receive
 - 4.3 Minutes of the July 18, 2017 Regular Council Meeting 7-14 Adopt
 - 4.4 Minutes of the July 25, 2017 Special Council Meeting 15-16 Adopt
5. **Committee and Board Reports:**
 - 5.1 Economic Development & Prosperity Task Force Minutes of July 17, 2017 17-19
Recommendation: THAT Council receive the draft minutes of the Economic Development & Prosperity Task Force meeting of July 17, 2017.
 - 5.2 Penticton Arena Task Force Minutes of July 17, 2017 20-23
Recommendation: THAT Council receive the draft minutes of the Penticton Arena Task Force meeting of July 17, 2017.
Committee Recommendation: THAT Council endorse that any new or upgraded facilities meet the following criteria:
 - Fully functional to accommodate all user groups
 - Ice and dry floor capability
 - Flexible and optimal year round use
 - Regulation size ice surface
 - Adequate dressing rooms
 - Seating capacity under 400
 - Amenities such as multi-functional space; concession; etc.AND That Council endorse the following recommendation for Penticton arenas to meet the present and future needs of the City of Penticton in the next 50 years:
Perform minimal repairs to Memorial and McLaren Arena to keep the buildings operational during the construction of a new twin pad arena. Following the construction of the new twin pad, convert Memorial to a dry floor surface and decommission McLaren.

AND THAT Council support the development of a strategy to fund the recommendation and that the following options are considered:

- The Strategic Priorities Fund and other grants
- Long-term debt serviced by Casino funds
- Naming Rights
- Private Donations
- Rental Revenues
- Taxation
- Other sources such as Insurance funds from Beneficiaries; Foundation Grants; Crowd Sourcing with matching City contributions; etc.

AND THAT Council proceed with an addendum to the Strategic Priorities Fund grant application to reflect the endorsed recommendation.

6. Correspondence

- | | | |
|-----|--|----|
| 6.1 | Penticton Klassic Cabs Ltd.
Re: Support for Wheelchair Vans Application | 24 |
|-----|--|----|

7. Staff Reports:

- | | | | | |
|-----|-----|--|---------|---------|
| CO | 7.1 | 2016 Annual Report
<u>Staff Recommendation:</u> THAT Council receive the 2016 Annual Report as circulated. | 25-120 | Del/Sub |
| DDS | 7.2 | Unsightly Property Clean Up Authorization
Re: 485 Westminster Avenue W
<u>Staff Recommendation:</u> THAT Council approve a private contractor to be hired to clean-up the unsightly property located at 485 Westminster Ave W (Legal description: LT 9 PL KAP1138 DL 4 SDYD) Penticton, BC and subsequent billing for the service. | 121-135 | Owner |
| CFO | 7.3 | Municipal Grant Policy
<u>Staff Recommendation:</u> THAT Council approve the amended City of Penticton Municipal Grants policy dated August 1, 2017. | 136-156 | |

8. Public Question Period

9. Recess to In-Camera Meeting

Resolution: THAT Council recess to a closed meeting of Council pursuant to the provisions of the Community Charter section 90 (1) as follows:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

10. Reconvene the Regular Council Meeting following the Public Hearing at 6:00 p.m.

11. Reconsideration of Bylaws and Permits:

- | | | | |
|------|--|---------|------------------|
| 11.1 | Zoning Amendment Bylaw No. 2017-37
DVP PL2017-7904
Re: 380 White Avenue East | 157-160 | Adopt
Approve |
|------|--|---------|------------------|

	11.2	Zoning Amendment Bylaw No. 2017-45 DVP PL2017-7938 Re: 730 Kamloops Avenue	161-164	Adopt Approve
	11.3	2017-2021 Five Year Financial Plan Amendment Bylaw No. 2017-47	165-166	Adopt
	11.4	Zoning Amendment Bylaw No. 2017-48 Re: 190, 196 Bassett Street	167-168	2 nd /3 rd
	11.5	Road Closure (Nanaimo Avenue) Bylaw No. 2017-49 Re: 298 Van Horne Street	169-170	Adopt
12.	Land Matters:			
BPM	12.1	Cascades Casino – Structural Change to Liquor Primary Licence Re: 200 - 553 Veas Drive <i>Staff Recommendation: THAT Council recommends to the Liquor Control and Licensing Branch (LCLB) that it support the application from Cascades Casino Penticton (Gateway Casinos & Entertainment Ltd) located at 200 – 553 Veas Drive for a Structural Change to add a new outdoor patio with:</i> • A maximum occupant load of 14 persons; and • Hours of operation meeting the existing Liquor Primary Licence.	171-176	Del/Sub
DDS	12.2	Zoning Amendment Bylaw No. 2017-50 Re: 1706 Main Street <i>Staff Recommendation: THAT “Zoning Amendment Bylaw No. 2017-50”, a bylaw that amends City of Penticton Zoning Bylaw No. 2017-08 by adding the uses “dwelling units, congregate housing, transitional housing and emergency shelter” to the C7 zone on a site specific basis for Lot 8, District Lots 1997S and 3237S, Similkameen Division Yale District, Plan 4762 and That Part of Closed Road in District Lot 3237S, Similkameen Division Yale District, Shown as Parcel B (Plan B7772), Lying Adjacent to Lot 8, Plan 4762, located at 1700 and 1706 Main Street, be given first reading and be forwarded to the August 15, 2017 Public Hearing; AND THAT final adoption of “Zoning Amendment Bylaw No.2017-50” be subject to the registration of a 4.0m road dedication along the Main Street frontage of the property and consolidation of the two parcels at the Land Title Office.</i>	177-188	
DDS	12.3	Zoning Amendment Bylaw No. 2017-51 Development Variance Permit PL2017-7959 Re: 910, 920, 932, 946 Eckhardt Ave W <i>Staff Recommendation: THAT “Zoning Amendment Bylaw No. 2017-51”, a bylaw to rezone Lot A, District Lot 366, Similkameen Division Yale District Plan 34986, located at 910 Eckhardt Avenue West from C8 (Vehicle Service Station) to CT1 (Tourist Commercial), and to Rezone Lots 4-5-6, District Lot 366, Similkameen Division Yale District Plan 10670, located at 920, 932, 946 Eckhardt Avenue West from R2 (Small Lot Residential) to CT1 (Tourist Commercial) and add a site specific zoning amendment to increase the maximum height, waive the bicycle parking, decrease the parking ratio for the subject lands be given first reading and be forwarded to the August 15, 2017 Public Hearing; AND THAT prior to adoption of “Zoning Amendment Bylaw No. 2017-51”, the following conditions are met:</i> 1. A 2m road dedication and 5.0m x 5.0m northeast corner cut on Eckhardt Avenue West is registered with the Land Title Office; 2. The subject lots are consolidated and registered with the Land Title Office; 3. A transportation impact assessment is submitted. <i>AND THAT, in accordance with section 507 of the Local Government Act, Council require the developer to construct the full width of the lane along the frontage of the property, including the provisions for storm water management.</i>	189-207	

DDS	12.4	Agricultural Land Commission Subdivision Application PL2017-7973 208-236 Re: 190 Middle Bench Road South <u>Staff Recommendation:</u> THAT Council support ALC Subdivision for that part of Lot 41 shown red on Plan B3087, District Lot 188 Similkameen Division York District Plan306, located at 190 Middle Bench Road South; AND THAT the application proceeds to the Agricultural Land Commission with Council support.
DDS	12.5	Zoning Amendment Bylaw No. 2017-26 237-244 Re: 1399 Government Street <u>Staff Recommendation:</u> THAT Council after considering the contents of this report choose between one of the two options: Option 1 Adopt "Zoning Amendment Bylaw 2016-26" a bylaw that changes the zoning of Lot 14, District Lot 250, Similkameen Division Yale District, Plan 6501, Except Plan KAP67840, located at 1399 Government Street, from R1 (Large Lot Residential) to C1 (Commercial Transition) without the requirement for any road dedication. Option 2 Direct staff to acquire road dedication prior to adoption of Bylaw 2016-26 as per Council resolution 238/2016.

13. **Notice of Motion**

14. **Business Arising**

15. **Council Round Table**

16. **Public Question Period**

17. **Adjournment**

Minutes

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Committee of the Whole

held at City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, July 18, 2017

Recessed from the Regular Council Meeting at 1:00 p.m.

Present: Mayor Jakubeit
Councillor Konanz
Councillor Picton
Councillor Watt
Councillor Martin
Councillor Sayeed
Councillor Sentes

Staff: Peter Weeber, Chief Administrative Officer
Mitch Moroziuk, General Manager of Infrastructure
Jim Bauer, Chief Financial Officer
Anthony Haddad, Director of Development Services
Dana Schmidt, Corporate Officer
Angie Collison, Deputy Corporate Officer

1. Call to order

The Mayor called the Committee of the Whole meeting to order at 1:02 p.m.

2. Adoption of Agenda

It was MOVED and SECONDED

THAT the agenda for the Committee of the Whole meeting held on July 18, 2017 be adopted as circulated.

CARRIED UNANIMOUSLY

3. Delegations and Staff Presentations:

3.1 Penticton 2017 ITU Multisport World Championships

Michael Brown, Executive Director provided Council with an update on the 2017 ITU Multisport World Championships being held in Penticton, August 2017. They anticipate that there will be 3600 athletes from 42 different countries participating in over 5200 events. 19 athletes are doing five events. Requested Council reallocate \$65,000 value in kind funds from the Challenge event to the ITU event. Council will discuss the request at the July 18 Regular Council Meeting.

3.2 Building Bylaw Review

The Building Permitting Manager and Don Lidstone, Q.C. Lidstone & Company, provided Council with an overview of the building bylaw rewrite and recent legislation changes.

3.3 Economic Development Update

The Director of Development Services and Colin O'Leary, O'Leary & Associates, provided Council with an economic development update and long term plans.

4. Adjourn to Regular Meeting

It was MOVED and SECONDED

THAT Council adjourn the Committee of the Whole meeting held July 18, 2017 at 2:37 p.m. and reconvene the Regular Meeting of Council.

CARRIED UNANIMOUSLY

Certified correct:

Confirmed:

Dana Schmidt
Corporate Officer

Andrew Jakubeit
Mayor

Minutes

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Public Hearing
City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, July 18, 2017
at 6:00 p.m.

Present:

Mayor Jakubeit
Councillor Watt
Councillor Picton
Councillor Martin
Councillor Konanz
Councillor Sayeed
Councillor Sentes

Staff:

Peter Weeber, Chief Administrative Officer
Mitch Moroziuk, General Manager of Infrastructure
Jim Bauer, Chief Financial Officer
Dana Schmidt, Corporate Officer
Anthony Haddad, Director of Development Services
Blake Laven, Planning Manager
Angie Collison, Deputy Corporate Officer

1. Call to order

Mayor Jakubeit called the public hearing to order at 6:00 p.m. for Zoning Amendment Bylaw No. 2017-38, OCP Amendment Bylaw No. 2017-39, Zoning Amendment Bylaw No. 2017-45 and OCP Amendment Bylaw No. 2017-46. He explained that the public hearing was being held to afford all persons who considered themselves affected by the proposed bylaws an opportunity to be heard before Council.

The Corporate Officer read the opening statement and introduced the purpose of the bylaws. She then explained that the public hearing was being held to afford all persons who considered themselves affected by the proposed bylaws and related DVPs an opportunity to be heard before Council. She further indicated that the public hearing was advertised pursuant to the *Local Government Act*.

2. "Zoning Amendment Bylaw No. 2017-38" and Official Community Plan Amendment Bylaw No. 2017-39 (1498 Leir Street)

The purpose of "Zoning Amendment Bylaw No. 2017-38" is to amend Zoning Bylaw No. 2017-08 as follows:

Rezone Lot 3, District Lot 250, Similkameen Division Yale District, Plan 8818 located at 1498 Leir Street, from R1 (Large Lot Residential) to C1 (Commercial Transition).

The purpose of "Official Community Plan Amendment Bylaw No. 2017-39" is to amend Official Community Plan Bylaw No. 2002-20 as follows:

Amend Schedule 'H' Development Permit Area Map to include Lot 3, District Lot 250, Similkameen Division Yale District, Plan 8818 located at 1498 Leir Street in the General/Tourist Commercial Area.

The applicant is proposing to construct a 2 storey medical building with vehicle access from the lane off of Carmi Avenue.

The Corporate Officer advised that 3 letters have been received after the printing of the agenda and distributed to Council.

DELEGATIONS

Mayor Jakubeit asked the public for the first time if anyone wished to speak to the application.

- Dr. Moshaver, Finnerty Road, back with a new plan, listened Council, held an open house, listened to public's concerns. No longer require parking variance, require zoning change. Location is ideal for medical practice, doing this because this is the right thing for health care delivery.
- Chris Allen, Architect, designed building, working on project 6 – 8 months, heard concerns, mostly around parking. Held a public meeting at Leir House to present to community, made further changes after the open house.
- Larry Morgan, Leir Street, Leir Park Residents Association, asked Councillor Konanz to recluse from public hearing.

Mayor Jakubeit asked the public for the second time if anyone wished to speak to the application.

- James Jung, dentist, spoke in support of the application, need doctors and a group practice will draw doctors from all over, would be a waste to leave lot empty or used as a condo, it will always be about parking.
- Vicki Morgan, Leir Street, not opposed to development of subject property, opposed to this application, sent letter to Council outlining six variances excluded from application, spoke against the proposal.
- Bree Harris, new physician working with Dr. Moshaver, spoke in support of the application.
- Lynn Kelsey, Oakville Street, spoke in support of the application; there is a need for doctors in our community.

Mayor Jakubeit asked the public for the third and final time if anyone wished to speak to the application.

- Larry Morgan, Leir Street, want to see a process that represents the citizens. Have an email that Interior Health will not confirm parking. Never been against developing property, doctors office would be fine neighbours. Zoned for small scale, if not fitting on lot without variances can we call it small? Don't know what is going in basement, duplex, two distinct units.
- Chris Allen, Architect, do you want to see more parking or more landscaping.
- Vicki Morgan, tried to take the personal aspect out of this, real estate agent tracked them down and offered at market value.

The public hearing for "Zoning Amendment Bylaw No. 2017-38" and "Official Community Plan Amendment Bylaw No. 2017-39" was terminated at 7:15 p.m. and no new information can be received on this matter.

3. "Zoning Amendment Bylaw No. 2017-45" (730 Kamloops Avenue)

The purpose of "Zoning Amendment Bylaw No. 2017-45" is to amend Zoning Bylaw No. 2017-08 as follows:

Rezone Lot 2, District Lot 2, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan 8381 from R2 (Small Lot Residential) to RD2 (Duplex Housing: Lane).

The applicant is proposing to subdivide 730 Kamloops Avenue into two lots and construct a side-by-side duplex on each lot.

The Corporate Officer advised that no letters have been received since the printing of the agenda.

DELEGATIONS

Mayor Jakubeit asked the public for the first time if anyone wished to speak to the application.

- Tony Giroux, Giroux Design Group, available to answer any questions.
- Lynn Kelsey, Oakville Street, live directly behind this project, asked about DVP for rear yard reduction, spoke in support of application.

Mayor Jakubeit asked the public for the second time if anyone wished to speak to the application.

- No one spoke.

Mayor Jakubeit asked the public for the third and final time if anyone wished to speak to the application.

- No one spoke.

The public hearing for "Zoning Amendment Bylaw No. 2017-45" was terminated at 7:19 p.m. and no new information can be received on this matter.

4. "Official Community Plan Amendment Bylaw No. 2017-46" (103, 111, 117, 123 Front Street)

The purpose of "Official Community Plan Amendment Bylaw No. 2017-46" is to amend "Official Community Plan Bylaw 2002-20" as follows:

Amend Section 2.1.2 The Downtown and Urban Villages to include "A five storey high density format would be an option in the Downtown Commercial (DC) designated area of 103, 111, 117 and 123 Front Street."

The applicant is proposing to construct a five storey mixed use, multi-storey building consisting of 20,000 square feet of commercial office space and 16 residential units.

The building will be four storeys in height at Front Street rising to five storeys along the back lane.

The Corporate Officer advised that no letters have been received since the printing of the agenda.

DELEGATIONS

Mayor Jakubeit asked the public for the first time if anyone wished to speak to the application.

- Eric Lund, Chase Valley Capital, top floor is for Boyle and Company offices, taken input from neighbours, built in two phases, one building, five storey added at a later time. Have 18 employees. Car share for residential and commercial purposes.
- Dennis O’Gorman, Pharrell Street, is this a contribution to arts and culture neighbourhood? How durable is the car share program? Are EIZs imbedded in the project? Is the complete design review in the staff documents? Is it appropriate for this particular locale? Does it reflect the historical context? No it doesn’t.

Mayor Jakubeit asked the public for the second time if anyone wished to speak to the application.

- Jake Kimberly, Lakeshore Towers, front street upgrades in 90s, create a better environment in down town core, support this development and densification of this site, concerned with historic value of Front Street. Exterior design, mostly glass, five storey will be a glass tower, doesn’t conform to historic preservation of downtown. Concerned with two hour parking used by businesses. Request facade meld in with what has existed for over 100 years on Front Street. This proposal will destroy what has been created to preserve the historical Front Street. Legislation flawed regarding brown site.
- Lynn Kelsey, Oakville Street, OCP task force took bus trip, caution Council that OCP amendments are setting precedent before Task Force does their job.

Mayor Jakubeit asked the public for the third and final time if anyone wished to speak to the application.

- Robert Cesnik, HDR CEI Architects, clients wanted signature building, concrete column breaks up glass, wood canopy, glass on side, colourful activities bleed out onto sidewalk, eastside doesn’t have relation onto street, developers don’t want to hide anything. Materials high quality, followed OCP, comply with current zoning bylaw, no requirement for additional parking, building that is going to benefit and fits in with character.
- Jake Kimberly, Lakeshore Towers, add some colour to the cement columns, no conformity to rest of street.
- Robert Cesnik, Architect, decoration is not needed, didn’t feel that adding brick would add to the character.

The public hearing for “Official Community Plan Amendment Bylaw No. 2017-46” was terminated at 8:27 p.m. and no new information can be received on this matter.

Certified correct:

Confirmed:

Dana Schmidt
Corporate Officer

Andrew Jakubeit
Mayor

Minutes

penticton.ca

Regular Council Meeting
held at City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, July 18, 2017
at 1:00 p.m.

Present: Mayor Jakubeit
Councillor Konanz
Councillor Martin
Councillor Watt
Councillor Picton
Councillor Sayeed
Councillor Sentes

Staff: Peter Weeber, Chief Administrative Officer
Mitch Moroziuk, General Manager of Infrastructure
Dana Schmidt, Corporate Officer
Jim Bauer, Chief Financial Officer
Anthony Haddad, Director of Development Services
Angie Collison, Deputy Corporate Officer

1. Call to Order

The Mayor called the Regular Council meeting to order at 1:01 p.m.

2. Introduction of Late Items

Add 16.1 Business Arising - ITU Multisport World Championships VIK Request

3. Adoption of Agenda

It was MOVED and SECONDED

THAT Council adopt the agenda for the Regular Council meeting held on July 18, 2017 as amended.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

Council recessed to a Committee of the Whole Meeting at 1:02 p.m.

5. Reconvene the Regular Council Meeting

Council reconvened the Regular Council Meeting at 2:37 p.m.

6. Adoption of Minutes:

6.1 Minutes of the July 4, 2017 Committee of the Whole Meeting

397/2017

It was MOVED and SECONDED

THAT Council receive the minutes of the July 4, 2017 Committee of the Whole Meeting as presented.

CARRIED UNANIMOUSLY

6.2 Minutes of the July 4, 2017 Public Hearing

398/2017

It was MOVED and SECONDED

THAT Council receive the minutes of the July 4, 2017 Public Hearing as presented.

CARRIED UNANIMOUSLY

6.3 Minutes of the July 4, 2017 Regular Council Meeting

399/2017

It was MOVED and SECONDED

THAT Council adopt the minutes of the July 4, 2017 Regular Council Meeting as presented.

CARRIED UNANIMOUSLY

7. Committee and Board Reports

7.1 Penticton Arena Task Force Minutes of June 19, 2017

400/2017

It was MOVED and SECONDED

THAT Council receive the minutes of the Penticton Arena Task Force meeting of June 19, 2017.

CARRIED UNANIMOUSLY

7.2 Transportation Committee Minutes of June 27, 2017

401/2017

It was MOVED and SECONDED

THAT Council receive the draft minutes of the Transportation Committee meeting of June 27, 2017.

CARRIED UNANIMOUSLY

402/2017

It was MOVED and SECONDED

THAT Council receive the recommendation from the Transportation Committee to support the Transportation Safety Policy as adopted by Council on January 11, 2016.

CARRIED UNANIMOUSLY

7.3 Penticton Creek Restoration Committee Minutes of July 5, 2017

403/2017

It was MOVED and SECONDED

THAT Council receive the draft minutes of the Penticton Creek Restoration Committee meeting of July 5, 2017.

CARRIED UNANIMOUSLY

8. Correspondence

9. Staff Reports:

9.1 ALC Subdivision Application PL2017-7923

Re: 295 Upper Bench Road North

Owner: Ryan Foster, applicant, the work doing on the land benefits agriculture.
Organization we run provides education services and promotion throughout BC.

Main Motion:

It was MOVED and SECONDED

THAT Council provide a letter of support for the application for ALC Subdivision of Lot A District Lot 203 Similkameen Division Yale District Plan 34545 Except Plan KAP91434, located at 295 Upper Bench Road North.

Amendment:

404/2017

It was MOVED and SECONDED

THAT ALC Subdivision Application PL2017-7923 include a covenant that prohibits new vehicle access and prohibits an increase to the building foot print.

CARRIED UNANIMOUSLY

Main Motion as Amended:

405/2017

It was MOVED and SECONDED

THAT Council provide a letter of support for the application for ALC Subdivision of Lot A District Lot 203 Similkameen Division Yale District Plan 34545 Except Plan KAP91434, located at 295 Upper Bench Road North;

AND THAT ALC Subdivision Application PL2017-7923 include a covenant that prohibits new vehicle access and prohibits an increase to the building foot print.

CARRIED UNANIMOUSLY

9.2 Temporary Use Permit extensions and consent order compliance

Re: Cannabis Dispensaries

406/2017

It was MOVED and SECONDED

THAT Council deny extension for the following temporary use permits for the purpose of operating cannabis dispensaries:

1. "Temporary Use Permit PL2016-7767" for 101 351 Westminster Avenue W: Lot A, District Lot 4, Group 7, Similkameen (Formerly Yale-Lytton) Division Yale District, Plan KAP81153 (Okanagan Cannabinoid Therapy)
2. "Temporary Use Permit PL2016-7751" for 409 Martin Street: Lot 6, District Lot 4, Group 7, Similkameen Division Yale (Formerly Yale-Lytton), Plan 437, Except the Westerly 43 Feet, Measured Along the Northerly Boundary Thereof by the Full Depth of Said Lot (Green Essence)

AND THAT Council direct staff to work with legal counsel to "permit Green Essence and Okanagan Cannabinoid Therapy to obtain compliance as a 'wellness centre' through a consent order under the civil action process";

AND THAT Council resolve to "prohibit marijuana dispensaries in the City of Penticton until such time as the Federal and Provincial governments lawfully permit such use.

CARRIED

Councillors Sayeed and Picton, Opposed

Councillor Konanz left the meeting at 3:35 p.m.

9.3 2017-2021 Five Year Financial Plan Amendment Bylaw No. 2017-47

407/2017

It was MOVED and SECONDED

THAT Council give first, second and third reading to "2017-2021 Five Year Financial Plan Amendment Bylaw No. 2017-47".

CARRIED UNANIMOUSLY

Councillor Konanz returned to the meeting at 3:37 p.m.

- 9.4 Road Closure (Nanaimo Avenue) Bylaw No. 2017-49
Re: 298 Van Horne Street

Delegations/Submissions: nil

408/2017

It was MOVED and SECONDED

THAT Council, after providing an opportunity for public comment; give first, second and third reading to "Road Closure (Nanaimo Avenue) Bylaw No. 2017-49", a bylaw that closes a portion of boulevard adjacent to Nanaimo Avenue south of 298 Van Horne Street to facilitate the land swap with Richard and Dianne Spray for land required for creek works.

CARRIED UNANIMOUSLY

- 9.5 Election History – Planning for 2018

409/2017

It was MOVED and SECONDED

THAT Council confirm a \$100,000 budget for the 2018 Election.

CARRIED

Councillor Watt, Opposed

- 9.6 Slow Down Penticton Signs

410/2017

It was MOVED and SECONDED

THAT Council authorize Staff to purchase 100 'Penticton Slow Down' signs at a maximum cost of \$2,500 for distribution to community organizations to bring safety awareness around the city with the assistance from members from the Transportation Advisory Committee to promote the campaign; AND THAT the required funds come from available surplus.

DEFEATED

Councillor Watt, Konanz, Sentes, Martin and Picton, Opposed

Councillor Picton left the meeting at 4:11 p.m.

- 9.7 Contract Disclosure

The Corporate Officer provided Council with a report advising that Sun-Oak Construction Ltd, a company of which Councillor Picton is an owner, has been awarded a contract for the removal of sandbags and disposal. The City has entered into a contract with Sun-Oak Construction Ltd. arising from the Request for Proposals 2017-RFP-11 for a contract price of \$186,998.99 plus \$2.15 per bag for removal and disposal from private properties, quantities as yet to be determined.

The Chief Financial Officer advised Council that an independent review of RFP 2017-RFP-11 process was conducted by Lidstone & Company.

Councillor Picton returned to the meeting.

10. Public Question Period

11. Recess to In-Camera Meeting

411/2017

It was MOVED and SECONDED

THAT Council recess at 4:47 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* section 90 (1) as follows:

- (e) the acquisition, disposition, expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*
- (g) litigation or potential litigation affecting the municipality;*
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.*

CARRIED UNANIMOUSLY

12. Reconvene the Regular Council Meeting following the Public Hearing at 6:00 p.m.

Council reconvened the Regular Council Meeting at 8:27 p.m.

13. Reconsideration of Bylaws and Permits

13.1 Zoning Amendment Bylaw No. 2017-20

DVP PL2017-7845

Re: 708 Revelstoke Avenue & 865 Railway Street

412/2017

It was MOVED and SECONDED

THAT Council adopt "Zoning Amendment Bylaw No. 2017-20".

CARRIED UNANIMOUSLY

413/2017

It was MOVED and SECONDED

THAT Council approve DVP PL2017-7845 for 865 Railway Street.

CARRIED UNANIMOUSLY

13.2 Zoning Amendment Bylaw No. 2017-31

DVP PL2017-7914

Re: 352/398 Eckhardt Avenue E

414/2017

It was MOVED and SECONDED

THAT Council adopt "Zoning Amendment Bylaw No. 2017-31".

CARRIED UNANIMOUSLY

415/2017

It was MOVED and SECONDED

THAT Council approve DVP PL2017-7914 for 352/398 Eckhardt Avenue E.

CARRIED UNANIMOUSLY

13.3 Zoning Amendment Bylaw No. 2017-42

DVP PL2017-7930

Re: 102 Cossar Avenue

416/2017

It was MOVED and SECONDED

THAT Council adopt "Zoning Amendment Bylaw No. 2017-42".

CARRIED UNANIMOUSLY

- 417/2017 **It was MOVED and SECONDED**
THAT Council approve DVP PL2017-7930 for 102 Cossar Avenue.
CARRIED UNANIMOUSLY
- 13.4 Zoning Amendment Bylaw No. 2017-38
OCP Amendment Bylaw No. 2017-39
DVP PL2017-7900
Re: 1498 Leir Street
- 418/2017 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2017-38";
AND THAT Council adopt "Zoning Amendment Bylaw No. 2017-38".
CARRIED
Councillor Sayeed, Opposed
- 419/2017 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Official Community Plan Amendment Bylaw No. 2017-39";
AND THAT Council adopt "Official Community Plan Amendment Bylaw No. 2017-39".
CARRIED
Councillor Sayeed, Opposed
- 420/2017 **It was MOVED and SECONDED**
THAT Council approve DVP PL2017-7900 for 1498 Leir Street.
CARRIED
Councillor Sayeed, Opposed
- 421/2017 **It was MOVED and SECONDED**
THAT Council place a covenant to restrict the use of 1498 Leir Street as Health Services only.
DEFEATED
Councillors Konanz, Martin, Sentes and Picton, Opposed
- 422/2017 **It was MOVED and SECONDED**
THAT the owner of 1498 Leir Street install a two foot concrete base with a wooden top fence with a maximum six feet height between the neighbouring property.
CARRIED UNANIMOUSLY
- 13.5 Zoning Amendment Bylaw No. 2017-45
Re: 730 Kamloops Avenue
- 423/2017 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2017-45".
CARRIED UNANIMOUSLY
- 13.6 Official Community Plan Amendment Bylaw No. 2017-46
DVP PL2017-7933 & DP PL2017-7934
Re: 103, 111, 117, 123 Front Street

424/2017

It was MOVED and SECONDED

THAT Council give second and third reading to "Official Community Plan Amendment Bylaw No. 2017-46" AND THAT Council adopt "Official Community Plan Amendment Bylaw No. 2017-46".

CARRIED UNANIMOUSLY

425/2017

It was MOVED and SECONDED

THAT Council refer DVP PL2017-7933 and DP PL2017-7934 for 103, 111, 117, 123 Front Street to staff to review with applicant on building exterior façade.

DEFEATED

Councillors Sayeed, Watt, Konanz, Sentes, Martin, Opposed

426/2017

It was MOVED and SECONDED

THAT Council approve DVP PL2017-7933 and DP PL2017-7934 for 103, 111, 117, 123 Front Street.

CARRIED

Mayor Jakubeit and Councillor Picton, Opposed

14. Land Matters

14.1 Zoning Amendment Bylaw No. 2017-48

DVP PL2017-7944 & DP PL2017-7845

Re: 190, 196 Bassett Street

427/2017

It was MOVED and SECONDED

THAT "Zoning Amendment Bylaw No. 2017-48," a bylaw to rezone Lot 15 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3467, located at 190 Bassett Street, and to rezone Lot 16 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3467, located at 196 Bassett Street from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing), be given first reading and forwarded to the August 1, Public Hearing;

AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2017-48," the following conditions are met:

1. a 0.9m road dedication along Westminster Ave West and 5.0m x 5.0m south west corner cut are registered with the Land Title Office.
2. the subject lots are consolidated and registered with the Land Title Office;

THAT delegations and submissions for "Development Variance Permit PL2017-7944" for Lot 15 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3467, located at 190 Bassett Street, and Lot 16 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3467, located at 196 Bassett Street, a permit to increase the maximum lot coverage from 40% to 49%, decrease the minimum exterior yard from 4.5m to 3.0m and to decrease the minimum rear yard from 6.0m to 0m, be heard at the August 1, 2017 public hearing.

AND THAT Council consider "DVP PL2017-7944" following the adoption of "Zoning Amendment Bylaw No. 2017-48".

THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2017-48," approve "Development Permit PL2017-7945" for Lot 15 District Lot 2 Group 7 Similkameen Division

Yale (Formerly Yale-Lytton) District Plan 3467, located at 190 Bassett Street, and Lot 16 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3467, located at 196 Bassett Street, a permit that allows for the construction of a seven-unit townhouse development.

CARRIED UNANIMOUSLY

15. Notice of Motion

The Mayor and Councillor Martin declared a conflict of interest and left the meeting at 9:31 p.m. Deputy Mayor Senten chaired the meeting.

16. Business Arising

428/2017

It was MOVED and SECONDED

THAT Council approve the request to reallocate \$65,000 in VIK to Penticton 2017 ITU Multisport World Championships from 2017 Challenge Penticton bringing the total VIK budget for the ITU event to \$190,000;

AND THAT staff be directed to work with Michael Brown to finalize arrangements for this reallocation of VIK.

CARRIED UNANIMOUSLY

The Mayor and Councillor Martin returned to the meeting.

17. Council Round Table

18. Public Question Period

19. Adjournment

429/2017

It was MOVED and SECONDED

THAT Council adjourn the Regular Council meeting held on Tuesday, July 18, 2017 at 9:48 p.m.

CARRIED UNANIMOUSLY

Certified correct:

Confirmed:

Dana Schmidt
Corporate Officer

Andrew Jakubeit
Mayor

Minutes

penticton.ca

Special Meeting of Council **held in Council Chambers, City Hall** **171 Main Street, Penticton, B.C.**

Tuesday, July 25, 2017
at 6:00 p.m.

Present: Mayor Jakubeit
Councillor Sentes
Councillor Konanz
Councillor Picton
Councillor Martin
Councillor Watt
Councillor Sayeed

Staff: Dana Schmidt, Corporate Officer
Jim Bauer, Chief Financial Officer
Mitch Moroziuk, General Manager of Infrastructure
Bregje Kozak, Manager of Facilities
JoAnne Kleb, Community Engagement Officer
Angie Collison, Deputy Corporate Officer

1. Call to Order

Mayor Jakubeit called the Special Meeting of Council to order at 6:00 p.m.

2. Adoption of Agenda

430/2017

It was MOVED and SECONDED

THAT Council adopt the agenda for the July 25, 2017 Special Meeting of Council as presented.

CARRIED UNANIMOUSLY

3. Staff Reports:

3.1 FCM Grant Application – Condition Risk Assessment

431 /2017

It was MOVED and SECONDED

THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for a Condition Risk Assessment for Water, Sanitary Sewer, Storm Sewer, Electrical, Roads and Facilities at a cost of \$62,500;

AND THAT the City of Penticton Commits to conducting the activities outlined in the July 18, 2017 Urban Systems Work Plan as contained in Attachment 'A';

AND THAT the City of Penticton commits \$12,500 from surplus toward the costs of this initiative;

AND FURTHER THAT the General Manager of Infrastructure and the Chief Financial Officer be authorized to sign any required forms related to the grant application.

CARRIED UNANIMOUSLY

- 3.2 Arena Task Force
Re: Recommendation for Grant Application

432/2017

It was MOVED and SECONDED

THAT Council direct staff to proceed with an addendum to the Strategic Priorities Fund grant application confirming that the City wishes to direct the grant towards a new multi-use facility (twin surface arena) on the west side of the SOEC complex;

AND THAT Council direct staff to proceed with the next phase of work to complete the financial analysis, develop the funding strategy and further consult with the community prior to making a final decision on the recommended option.

CARRIED UNANIMOUSLY

4. Media and Public Question Period

5. Adjourn

433/2017

It was MOVED and SECONDED

THAT Council adjourn the Special Council meeting held on Tuesday, July 25, 2017 at 7:08 p.m.

CARRIED UNANIMOUSLY

Certified correct:

Confirmed:

Dana Schmidt
Corporate Officer

Andrew Jakubeit
Mayor

Minutes



Economic Development & Prosperity Task Force Meeting

held at the City of Penticton
171 Main Street, Penticton, B.C.

Monday, July 17, 2016
at 8:00 a.m.

- Present:** Mayor Andrew Jakubeit
Derek Badger, Member at Large
Manpreet Grewal, Member at Large
Kirk Marleau, Member at Large
Mark Melissen, Member at Large
Stephen Noton, Member at Large
Paulette Rennie, Member at Large
Danielle Robinson, Member at Large
- Staff:** Anthony Haddad, Director of Development Services
Peter Weeber, Chief Administrative Officer
- Guest:** Colin O'Leary, O'Leary and Associates Ltd.

1. Call to order

The Economic Development & Prosperity Task Force was called to order by the Acting Chair at 8:01 a.m.

2. Task Force Member Introductions

Mayor Jakubeit provided a brief overview and goal of this Task Force. Roundtable introductions were done by all members and staff.

3. Appointment of Task Force Chair and Vice-Chair

Deferred to a future meeting.

4. Adoption of Agenda

It was MOVED and SECONDED

THAT the Economic Development & Prosperity Task Force adopt the agenda dated July 17, 2017 as circulated.

CARRIED UNANIMOUSLY

5. **Confidentiality Agreement, Conflict of Interest and Commercial Message Forms**

The Committee Secretary provided an overview of the Confidentiality, Conflict of Interest and Commercial Electronic Message Consent Forms.

6. **New Business**

6.1 Terms of Reference Review

To be reviewed at the next meeting.

6.3 Economic Development Update

The Chief Administrative Officer provided an update on the City's economic development efforts to date stating this is an important mandate for the City. Staff are looking at a new direction by focusing on the development of existing businesses in the community as opposed to attracting new businesses.

Mr. O'Leary presented information on the function of economic development and outlined the basic principles that include trends, business attraction, the importance of business retention and expansion and the use of metrics to track and measure economic health. Staff noted 80% of Penticton's economic incentives have been for existing established businesses to expand and grow.

Recent initiatives in the region include Okanagan College, UBC Okanagan, Penticton Regional Hospital expansion, Okanagan Correctional Centre, Municipal Facilities and Infrastructure, Penticton Regional Airport, opportunities through the Official Community Plan process and Community Engagement.

Mr. O'Leary spoke to the action plan and next steps noting community engagement is critical, as it promotes sustainable decisions, accountability and relationship building. The next initiative is the Business Retention and Expansion survey. The survey will be good opportunity to reach out and connect with the local business community, help identify priorities, challenges and collect business and market data to support future economic development initiatives, and if successful, will set the stage to develop a strategic plan.

Mr. O'Leary presented key elements of an economic development strategic plan as follow:

- 5 year plan with identified long term goals
- Action items and outcomes are created each year that work toward 5 year goals
- Clear, focused and organized initiatives
- Annual reporting with metrics
- Community driven

The next steps for 2017 include the survey, process improvement, Official Community Plan process and insights and development of a 5 year strategic plan.

Discussion and questions followed on the presentation and survey. Staff to distribute the draft survey to members for review and input. It was requested that background information on local data, market strategy and economic investment zones be provided. Staff to prepare fact sheets for the next meeting. Economic investment zones to be added to the next agenda.

7. **Next Meeting**

The Mayor opened the discussion on the meeting schedule stating meetings will be monthly and one to two hours in length. It was generally agreed that early mornings were the preferred time and Mondays the preferred day. The next meeting was set for Monday, August 14, 2017 at 7:30 a.m.

8. **Adjournment**

It was MOVED and SECONDED that the Transportation Advisory Committee adjourn the meeting held on Tuesday, June 27, 2017 at 9:42 a.m.

Certified Correct:

Lorraine Williston
Committee Secretary

Minutes

The logo for Penticton.ca, featuring a series of colored squares (blue, red, orange, blue, orange, red, blue, orange, red) followed by the text "penticton.ca" in a blue box.

Penticton Arena Task Force Meeting

held at City of Penticton, Committee Room A
171 Main Street, Penticton, B.C.

Monday, July 17, 2017
at 6:00 p.m.

Present: Councillor Helena Konanz
Councillor Max Picton
Stewart Ladyman, Chair
Larry Lund, Vice-Chair
Jamie Materi, PMHA Representative
Andy Oakes, Okanagan Hockey Group Representative (Via Conference Call)
Mike Hopkin, Adult League Representative
Trevor Buttenham, Figure Skating Representative
Bruce Millington, Member at Large
Neil Jamieson, Member at Large (Via Conference Call)
Garth Astles, Member at Large
Larry Kenyon, Member at Large
Frank Regehr, Member at Large

Staff: Bregje Kozak, Manager of Facilities
Mitch Moroziuk, GM of Infrastructure
Jim Bauer, Chief Financial Officer
JoAnne Kleb, Community Engagement Officer
Lorraine Williston, Corporate Secretary

1. Call to Order

The Penticton Arena Task Force was called to order by the Chair at 6:01 p.m.

2. Adoption of Agenda

It was MOVED and SECONDED

THAT the Penticton Arena Task Force adopt the agenda for the meeting held on July 17, 2017 as circulated.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

It was MOVED and SECONDED

THAT the Penticton Arena Task Force adopt the minutes of the July 10, 2017 meeting as circulated.

CARRIED UNANIMOUSLY

4. Business Arising from Prior Meetings

4.1 Reading List Prioritization

The Manager of Facilities reviewed the NPV Analysis and provided an overview of how the information was calculated. Discussion and questions followed. Key points in the Best Practices for Arena Design were highlighted that were relevant to the City of Penticton.

4.2 Recommendation Development

The Manager of Facilities outlined the evaluation matrix worksheet and explained the scoring mechanism. The five facility options were reviewed as follows:

Option 1: Decommission McLaren, upgrade memorial, new single pad

Option 2: Upgrade McLaren, modernize Memorial

Option 3: Decommission McLaren, Memorial dry floor, new twin pad

Option 4: Decommission McLaren, modernize Memorial, new single pad

Option 5: Decommission McLaren and Memorial, new twin pad

The criteria for each option were reviewed as follows:

- Does it meet the User Group Needs (Vision)
- Provide good value for taxpayers
- Offers Funding potential (non tax)
- Receive community support

Discussion followed on if the criteria needed to be weighted first. It was agreed to have equal weighting. Discussion shifted to the Facility Options. Another option was suggested and added for consideration as follows:

Option 6: Upgrade McLaren, Dry Floor Memorial, new single pad.

Members were asked to rate/score the options as presented. Total scores for each option were noted. The proposed draft recommendations were presented for consideration. Discussion and questions followed.

Councillor Helena Konanz left the meeting at 7:45 p.m.

The Manager of Facilities reviewed the grant criteria. Council Picton suggested the grant criteria be included in the staff report coming forth to Council. Suggestions for additional recommendations were added to the list for consideration. Further discussion followed. Concerns were raised over cost unknowns and the establishment of a stewardship committee.

Garth left the meeting at 8:00 p.m.

The proposed draft recommendations as revised were reviewed and further discussed. Additional revisions were made.

Jamie Materi left the meeting at 8:33 p.m.

It was MOVED and SECONDED that the Penticton Arena Task Force recommends:

That Council endorse that any new or upgraded facilities meet the following criteria:

- Fully functional to accommodate all user groups
- Ice and dry floor capability
- Flexible and optimal year round use
- Regulation size ice surface
- Adequate dressing rooms
- Seating capacity under 400
- Amenities such as multi-functional space; concession; etc.

AND That Council endorse the following recommendation for Penticton arenas to meet the present and future needs of the City of Penticton in the next 50 years:

Perform minimal repairs to Memorial and McLaren Arena to keep the buildings operational during the construction of a new twin pad arena. Following the construction of the new twin pad, convert Memorial to a dry floor surface and decommission McLaren.

AND THAT Council support the development of a strategy to fund the recommendation and that the following options are considered:

- The Strategic Priorities Fund and other grants
- Long-term debt serviced by Casino funds
- Naming Rights
- Private Donations
- Rental Revenues
- Taxation
- Other sources such as Insurance funds from Beneficiaries; Foundation Grants; Crowd Sourcing with matching City contributions; etc.

AND THAT Council proceed with an addendum to the Strategic Priorities Fund grant application to reflect the endorsed recommendation.

Carried

Larry Kenyon, Ryan Schulz, Frank Regehr, Opposed

Further considerations were discussed and recommended as follows:

- Conduct a detailed review of the rental rates and booking practices for present and future facilities as soon as practical so as to maximize usage and funds for operating purposes as well as capital costs.
- Establish a committee to provide guidance over the next phase of the project.

The Chair reminded the Task Force about the July 25, 2017 Special Council meeting at 6:00 p.m. and encouraged members to attend. Staff to forward the calendar invite for Council meeting.

5. **New Business**

6. **Next Meeting**

The Chair thanked Council members, staff and Task Force members for their time and commitment to this process. The Chair stated this was the last meeting for this Task Force.

7. **Adjournment**

It was MOVED and SECONDED

THAT the Penticton Arena Task Force adjourn the meeting held on Monday, July 17, 2017 at 8:52 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Lorraine Williston
Corporate Administrative Secretary

You have received an email from Amar Kahlon via the City of Penticton website:

Name: Amar Kahlon

Topic: Wheelchair accessible vans application

Message:

Hi,

It is respectfully submitted to the attention of the esteem member of the City of Penticton that, Penticton Klassic kabs ltd is applying for three wheelchair accessible vans. We had a tremendous demand for wheel chair accessible vehicles from the senior community of Penticton and the surrounding area. To meet this demand , Penticton Klassic kabs ltd is applying for three vans.

These vans will be available 24 hours / 7 days of the week to wheelchair users of Penticton and area. Drivers of these vans will have the special training to assist the handicap and physically impaired customers. Penticton Klassic kabs ltd will be responsible for purchase and operation of these Vans . We will also incur all the cost related to the training of the drivers for these vans.

We humbly request a support letter from the City of Penticton addressing the need of wheelchair accessible vehicles in Penticton. This letter is required to meet the application process of Passenger Transportation board.

We will look forward to hear from you.

Thank you ,

yours sincerely

Amar Kahlon

(President)

Penticton Klassic kabs ltd.

2219 Government St.

Penticton B.C V2A 4W4

(250)809-0968 (Cell)

Date: Monday, July 24, 2017 1:13:06 PM

Council Report

penticton.ca

Date: August 1, 2017
To: Peter Weeber, Chief Administrative Officer
From: Stephanie Chambers, Community Services Manager
Subject: **2016 Annual Report**

File No:

Staff Recommendation

THAT Council receive the 2016 Annual Report as circulated.

Background

According to Section 98 of the *Community Charter*, each year the City must prepare an annual report. The purpose of the Annual Report is to provide the public with a copy of the audited financial statements for 2016, a listing of the permissive tax exemptions, a report regarding objectives and accomplishments of the previous year and an update regarding municipal services and operations.

The 2016 Annual Report has been available to the public for inspection at City Hall since July 18, 2017 and has also been available on the City's website at www.penticton.ca under 'Latest News' since the same date. Advertisements have been placed in the City Pages to notify the public as well, achieving the 14-day notice period as required under the *Community Charter* Section 99(2).

Attachments

Attachment A –2016 Annual Report

Respectfully submitted,

Stephanie Chambers
Community Services Manager

Approvals

CFO <i>JWB</i>	CAO PW
-----------------------	---------------



2016 ANNUAL REPORT





CITY OF PENTICTON ANNUAL REPORT | 2016

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City of Penticton

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info@penticton.ca

171 Main St. | Penticton, BC | V2A 5A9

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OUR VISION

A **vibrant**, innovative, adventurous **waterfront** city focused on sustainability, **community**, and economic **opportunity**.





MESSAGE FROM THE MAYOR

2016 was a great year for the City. We can look back proudly on a long list of accomplishments and projects that came to fruition as well as the plans we laid down for the future that will make the City an even better place to visit, raise a family, earn a living or retire.

When I look back over the year, the one thing that jumps out most is the improvement in our local economy. A short drive around town quickly reveals a construction boom and the figures bear this out — construction value in 2016 was almost three times what it was in 2015 and ended up at just under \$198 million dollars for the year. The new regional hospital, casino and Lakeside Hotel expansion were just three of many construction projects to get underway in 2016.

Our City continues to be ranked among the most entrepreneurial in the entire nation and we added 390 new business licenses to the 2500 renewals in 2016. Our many wineries continue to receive national and international acclaim.

The downtown core has an all new look with the completion of the 100 and 200 block Main Street revitalization and when viewed in tandem with the Okanagan waterfront revitalization, the area flows seamlessly together. It is now easier than ever to find yourself in the lake one minute, and enjoying a cool drink or snack at one of the downtown restaurants a few minutes later.

Improving the livability of our City has always been a priority and as our new \$312 million dollar regional hospital

nears completion we can also look back on other significant gains. The City was selected by Telus to be just one of a handful of communities in all of BC to receive 250 Mbps Pure Fibre internet service. Having the fastest internet in Canada is a boon for residents and significantly ups our competitiveness for any business looking for both infrastructure and lifestyle when it comes to setting up shop.

Living up to our aims in sustainability and livability, the City was awarded a FortisBC Efficiency in Action award for energy conservation. The award recognized the many energy-saving projects the City has completed including LED street lighting and upgrades at the South Okanagan Events Centre and Memorial Arena, as well as energy-efficient improvements at the waste water treatment plant. Collectively, these upgrades saved enough electricity to power almost 150 single-family homes.

The City continued to host a number of high profile events in 2016 including the BC Winter Games, Young Stars Classic hockey tournament, Axel Merckx Gran Fondo, and the Challenge Triathlon, which set the stage for the City to host the inaugural 2017 ITU Multisport World Championship Festival. We were also able to join our hospitality and tourism groups under one organization resulting in a unified approach towards marketing our City and our events to the world.

For 2017 and beyond the City is facing a number of issues and we have worked hard to improve our public engagement to get your input on the plans we are now formulating to guide us through these challenges. For example, we have already done a lot of work educating the public about our aging infrastructure and we are continuing to drill down into the details of what needs to be repaired or replaced, determining priorities, and identifying funding options. We are also doing a major overhaul of our Official Community Plan and charting a course for our parks and recreation facilities with an update of our Parks and Rec Master Plan, which dates back to 1993.

I invite all of Penticton to be part of this exciting new time for our community.

Andrew Jakubeit



EXECUTIVE SUMMARY

*We're **listening**, **growing** and **shaping** our future.*

In this year of growth, the City of Penticton welcomed new residents, new businesses and record levels of new development. The 2016 Canadian Census reports our population at 33,761, up 2.7 per cent over the last five years, while a building boom tripled construction values over last year. Construction value of development permits reached \$197.8 million and business licenses grew to 2,900, adding 400 new businesses in 2016.

2016 saw the City of Penticton host the BC Winter Games and residents volunteered in record numbers, welcoming more than 1,200 athletes and hundreds of coaches and officials. This same community spirit was in full force as the host committee began preparation for the 2018 Scotties Tournament of Hearts.

Throughout 2016, City Council and our Planning staff worked in tandem with developers to create attractive and inviting neighbourhoods with a focus to develop available land to its best capacity. Creating an attractive and inviting downtown core was a major aim of

the 2016 downtown revitalization, but planners also used the opportunity to install critical infrastructure upgrades and minimize cost and future disruptions.

In such times of change and growth, listening to our residents remained a top priority. We launched a new citizen engagement website, held several town hall meetings and information sessions and urged citizens get involved in key decisions about our city's future.

Like other communities across Canada, Penticton is facing the challenge of funding the rising costs of aging infrastructure. Residents contributed more than 130 ideas on how we can fund the deficit in infrastructure funding, finding the money needed to fix or replace our roads, parks, buildings and storm systems.

We're continuing this dialogue as the City charts a course for the next 25 years with new versions of both our Official Community Plan and Parks and Recreation Master Plan.



WE'RE GROWING

- › Completed 3,400 building inspections and processed 1,200 planning and building applications, including 95 planning applications, 22 subdivision applications including:
 - 30-lot single family subdivision at Avery Place
 - 99-unit rental apartment at Duncan Avenue
 - 44-unit townhouse development at Sendero Canyon
- › Broke ground at the Penticton Regional Hospital New Patient Tower and Cascades Casino
- › Distributed over \$667,000 through the community grant program
- › Implemented a city-wide cart program for recycling and solid waste
- › Hired a new Fire Chief, Deputy Fire Chief and added two new marine rescue vessels
- › Efficient transit system servicing 5 City routes and 420,614 passengers; custom transit providing door-to-door service for 23,616 riders



WE'RE LISTENING

- › Held 49 Council Meetings and 17 Public Hearings
- › Launched ***shapeyourcitypenticton.ca*** as a new engagement platform to better connect with the community
- › Hosted engagement sessions to educate and discuss the Infrastructure Deficit challenge including; 8 drop in sessions, 2 Open Houses, 2 workshops and 6 presentations
- › Consulted with our 14 Council Committees, consisting of approximately 130 community members on various initiatives throughout the year



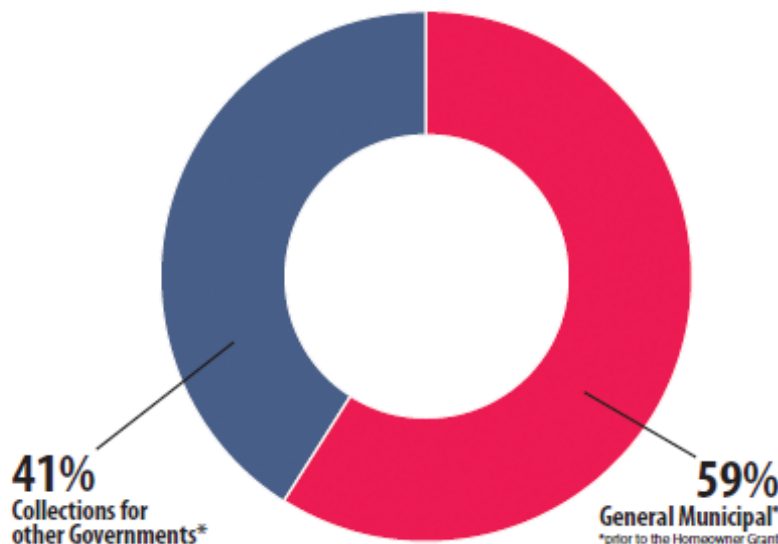
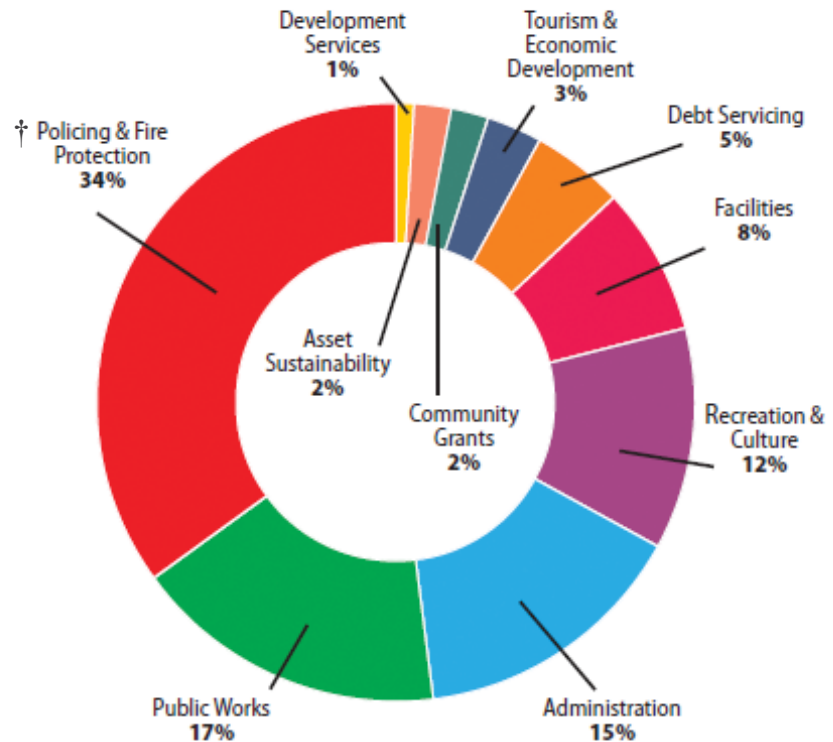
WE'RE SHAPING OUR FUTURE

- › 10-year facilities plan complete
- › Established an asset sustainability reserve to address future infrastructure needs with \$300,000 contributed from the 2016 budget
- › Completed design work Campbell Mountain Reservoir and irrigation upgrades
- › Penticton Creek masterplan complete
- › Corporation strategic roadmap complete

YOUR CITY BY THE NUMBERS

Where do your tax dollars go?

Building and maintaining critical infrastructure like streets, water, electricity, and sewer are just some of the essential services the City provides. The City also takes care of police and fire protection as well as operates and maintains recreational facilities like our pool and hockey arenas. While civic operations continue on a daily basis, many of the issues facing the City are longer-term in nature. Penticton is facing the challenge of aging infrastructure and is now developing a long-term plan to maintain the services and facilities to provide the quality of life we have come to expect. By the end of 2017 will have increased the Asset Sustainability Reserve to \$1.2 million to help deal with our infrastructure deficit.



City versus other taxes

Did you know your City collects taxes on behalf of other levels of government? More than 40% of your annual property tax bill goes to regional government, hospital and assessment authorities.

† Fire and policing are reported at 34%. This differs from page 31 of 2017-21 Financial Plan where protective services is reported as a percentage of property tax at 40.1%. The difference in the percentage reported is due to a variation in the approach. The reporting in the financial plan is calculated by dividing the cost of each segment over tax revenues even though some contribute and some utilize taxes. The percentage above is calculated by using the cost of Policing and Fire and reducing it by other revenues sources to show the net percentage of taxes required.

YOUR CITY COUNCIL



Back row, from left:

Councillors: Andre Martin, Campbell Watt, Max Picton, Tarik Sayeed

Front row, from left:

Councillor Helena Konanz, Mayor Andrew Jakubeit, Councillor Judy Sentes

COUNCIL'S ROLES

During the Council Strategic Planning sessions in 2016, the following list of more specific roles for Penticton's Council was developed:

- › Make informed decisions for and in the interest of the community
- › Anticipate and provide for the community's local service needs
- › Determine policies and programs for the community
- › Set priorities to guide staff and committees
- › Be fiscally prudent and accountable
- › Be open and transparent
- › Champion and advocate for Penticton
- › Have an "enabling effect" through bylaws and regulations
- › Develop a foundation for economic development
- › Actively promote the diversity and growth of the community and local economy
- › Expand relationships with First Nations, other levels of government and other agencies
- › Bring people together through committees, volunteer opportunities and events
- › Support and recognize volunteer efforts



2016 COUNCIL ADVOCACY HIGHLIGHTS

- › Lobbied at Union of BC Municipalities (UBCM) for the Penticton Regional Hospital and the naming of the David E. Kampe Patient Tower
- › Affordable housing for low income (Brunswick St)
- › Housing for homeless (Fair Haven Motel)
- › Okanagan College Child Care Centre
- › Cascades Casino Development
- › Downtown Revitalization - 100 & 200 Blocks complete
- › Implementation of Downtown electrical vehicle charging stations
- › FortisBC Efficiency in Action award for energy conservation
- › Penticton Creek Revitalization Project
- › Inclusivity - LGBTQIA flags, international welcome sign, etc.
- › Baby friendly endorsement for City buildings
- › Support of the Penticton Youth Project (YES) project
- › Merger of Tourism & Penticton Hospitality Association
- › City of Penticton recognized for its energy conservation success
- › Staff secured \$50,000 in Provincial grant funding for the Shared Services project
- › Won bid for the 2018 Scotties Tournament of Hearts
- › Penticton acknowledged as 4th most entrepreneurial city in Canada
- › Parks and Recreation Master Plan
- › Update the Official Community Plan
- › Communicated the infrastructure Deficit challenge with the community
- › Committed to making Penticton Technology friendly and securing Telus Fiber Optic
- › Advocated at UBCM for the Boundary extension
- › Committed to Community Engagement and the launch of a new online portal, Shapeyourcitypenticton.ca
- › Hosted the BC Winter Games
- › Committed to recycling with the launch of the new Cart program
- › Investment in Fire Safety by hiring a Deputy Fire Chief and purchasing 2 fire watercrafts for Skaha Lake

COUNCIL COMMITTEES FOR 2016

Affordable Community Task Force

Mayor Andrew Jakubeit

Councillor Judy Sentes

Agriculture Advisory Committee

Councillor Andre Martin

Arts, Creative & Cultural Innovations Committee

Councillor Campbell Watt

Community Revitalization Committee

(Includes the following 2 sub-committees)

Downtown Revitalization Sub-Committee

Councillor Judy Sentes

Councillor Max Picton

Councillor Campbell Watt

Waterfront Revitalization Sub-Committee

Councillor Max Picton

Councillor Campbell Watt

Community Sustainability Committee

Councillor Tarik Sayeed

Development Services Advisory Committee

Councillor Campbell Watt

Economic Development & Prosperity Task Force

Mayor Andrew Jakubeit

Heritage & Museum Committee

Councillor Judy Sentes

Parks & Recreation Master Plan Steering Committee

Mayor Andrew Jakubeit

Councillor Judy Sentes

Penticton Creek Restoration Committee

Councillor Helena Konanz

SOEC Select Committee

Mayor Andrew Jakebeit

Tourism Development Task Force

Mayor Andrew Jakubeit

Councillor Judy Sentes

Councillor Max Picton

Councillor Andre Martin

DOWNTOWN REVITALIZATION - 100 & 200 BLOCKS COMPLETED

The revitalization of our downtown core has been a priority for Council for the past several years. It's exciting to see these efforts come to fruition with the completion of the 100 and 200 blocks. Have a look at the before and after photos below.

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CORPORATE SERVICES

The Corporate Services department is the primary link between City Council, staff and the community, responsible for providing administrative support to Mayor, Council and the committees; organizing the agendas and minutes for Council and committee meetings; maintenance and access to corporate records including City bylaws and local government elections.

Facts & Stats

- › 17 Public hearings
- › Processed 73 bylaws
- › 14 active Council committees logging almost 100 meetings
- › 14 Committee of the Whole meetings



KEY HIGHLIGHTS FROM 2016

- › *Over 70% of all committee recommendations were approved by Council*
- › *Managed the process for 49 open Council meetings, 24 regular meetings and 7 special Council meetings*



2016 ACCOMPLISHMENTS

- › Repealed Council Procedure Bylaw No 2004-32 and replaced with updated Council Procedure Bylaw No. 2016-35
- › Completed 9 of 29 tasks from the Corporate Records Assessment recommendation list
- › Created the Records Management Bylaw No. 2016-61 and related policy
- › Created a new Records Management Manual which defines file naming standards, sets retention and disposal schedules, and informs the training materials for 2017



2017 GOALS

- › Continue with Records Management implementation by providing training to over 200 members of City staff and migrating all records created since 2013 into the new directory
- › Continue to review City policies in accordance with industry standards and best practices
- › Review 2 bylaws per quarter in 2017
- › Conduct a committee review
- › Develop a defined issues management process
- › Improve the Council report process



COMMUNICATIONS & ENGAGEMENT

Facts & Stats

Website:

- › 1,164,512 Visits
- › 265,698 Users
- › Mobile Usage 53%

Social Media:

- › 2,687 Facebook Likes (up 546)
- › 3,345 Twitter Followers

Communications and Engagement are responsible for the flow of information in and out of the City. Engagement is the face of the City and can often be out in front of the public at events and information sessions explaining the issues and ensuring your opinions flow back to the City for future decision-making. Communications works more behind the scenes to push information out of the City via our website, social media, newsletters, news releases and other channels. Communications and Engagement also work with the media to provide information and leverage the media's reach to further broaden our audience.



KEY HIGHLIGHTS FROM 2016

- › Launched the new online engagement site, *ShapeYourCity* – almost 6,100 visits, over 414 participants
- › *ShapeYourCityPenticton* is now considered a 'Best in Class' example for community engagement and is being shared internationally



2016 ACCOMPLISHMENTS

- › New Community Engagement position
- › Infrastructure Deficit communication & engagement initiative with 11 in-person sessions and over 130 ideas contributed
- › Communications supports 22 City departments and facilities
- › +5,300 more visits to Penticton.ca in 2016
- › Social media: 2016 Total Impressions up 121% from 2015, social media engagement up 81% from 2015



2017 GOALS

- › Develop overarching communications strategy for internal and external communications
- › Update emergency communication plan
- › Develop an issues management strategy

Engage with the community on key initiatives:

- › Official Community Plan
- › Parking Strategic Plan
- › Parks & Recreation masterplan and Park Use Policy
- › Ongoing infrastructure deficit updates
- › 2018 budget process



HUMAN RESOURCES

The Human Resources (HR) department balances the needs of its customers – City employees, supervisors and managers – by developing and managing corporate programs, such as recruitment, labour relations, collective bargaining, training, staff development, payroll and benefits. The department fosters good health and wellness among employees through the Wellness Opportunities in the Workplace (WOW) program.

Facts & Stats

- › Approx. 400 general resumes submitted
- › Approx. 365 resumes submitted directly to internal and external job postings
- › 70 positions filled – 40 internally and 30 externally
- › 14 retirements



KEY HIGHLIGHTS FROM 2016

- › Implemented new internal Intranet site “*The Grapevine*”
- › Worked with Economic Development on the relocation platform initiative. Posted all external City job opportunities on *StartHereOkanagan.com* and created a recruitment video for the Public Works Department
- › Became a Pearson *VUE Testing Centre*, allowing employees to complete their BOABC (Building Officials’ Association of BC) exams in house



2016 ACCOMPLISHMENTS

- › Held Long Service Awards event and recognized 50 City of Penticton recipients for milestones reached over the last 3 years (15+ year milestones)
- › Began to review and streamline HR processes. Examples include:
 - Electronic New Employee Request process for supervisors
 - Online training calendar
 - Electronic new hire packages



2017 GOALS

- › Implementation of Performance Management System
- › Best Practice Employee On-boarding initiative
- › Standardized recruitment and hiring practices
- › Create 10 year succession planning strategy



FINANCE

The Finance Division is comprised of the Accounting, Budgeting, Revenue and Collection, Procurement and Inventory Services, Information Technology, Land Administration, and Municipal Grants. The Finance Division is responsible for:

- › Providing overall financial leadership to the City
- › Ensuring effective stewardship and control over the City's Assets
- › Maintaining effective accounting records of the City
- › Providing innovative and secure information technology services throughout the City
- › Prudent collection of revenues owed to the City including utility billings
- › Effective administration of City leases, licenses to use, and residential tenancies
- › Cost effective procurement of goods and services for the City
- › Administration of Municipal Grant Program



KEY HIGHLIGHTS FROM 2016

- › ***Saved \$3,475,000** by obtaining competitive quotes for purchase of goods and services*
- › ***Distributed over \$667,000 to community organizations** that deliver cultural, recreational and social programs and events to the community*
- › ***Established an Asset Sustainability Reserve** to set aside funds to address the infrastructure deficit. In 2016 **\$300,000** was added to this reserve*



2016 ACCOMPLISHMENTS

- › Development of an Information Technology Strategy that will enhance and move the City into a digital era, strengthen City practices, streamline its business operations and improve services to citizens
- › Commenced steps to increase financial transparency of City financial results to become more citizen centric
- › Continued implementation of Geographic Information System
- › Established appropriate reserves to set aside funds for future needs within the City



2017 GOALS

- › Enhance Financial Management and Reporting practices to improve the effectiveness of managing City financial resources, and improve transparency of financial results to citizens and City Council
- › Complete a review of the Municipal Grants program that will improve the effectiveness of the program to meet the needs of the community and align with Council priorities
- › Continue to improve the efficiency of City operations by launching a business process improvement program
- › Implementation of the IT strategy that improves the use of technology to streamline City operations and improve services to citizens
- › Conduct and evaluate the success of the shared services pilot projects in fleet management and information technology
- › Implement a Capital Prioritization framework to improve long term capital planning
- › Exploring methods to leverage the City's online presence for billing and bill payment purposes
- › Implement barcoding for warehouse inventory
- › Continue to address individuals encroaching on City owned land



ACCOUNTING

The Accounting Department provides strategic financial leadership to the City as well as delivering transactional services and relevant reporting to both internal and external users for their decision making purposes and maintaining controls to safeguard the City's financial resources.

Facts & Stats

- › Issued **12,000** Accounts Payable **invoices**
- › Produced **7,800** **Cheques**
- › Billed **1,000** **Sales Invoices**



KEY HIGHLIGHTS FROM 2016

- › *Completion of Accounts Receivable review and introduction of formal collections policy.*
- › *Enhancement of our financial Enterprise Resource Planning system (ERP)*



2016 ACCOMPLISHMENTS

- › Implementation of Accounts Receivable subscription module to automate recurring billings
- › Commenced review of financial plan process and enhanced preparation of financial plan resulting in added transparency
- › Commenced implementation of internal reporting dashboard that will enhance internal use of financial information
- › Completed initial contaminated sites review and site testing for financial reporting
- › Completed review of statutory and own reserves including creation of new reserves and adoption of bylaws



2017 GOALS

- › Implement changes to increase the functionality of the financial ERP system
- › Establish additional management reports including internal dashboards to improve financial management
- › Establish a citizen centric financial plan process to improve financial transparency
- › Conduct review of Municipal Grant Program and implement results
- › Streamline accounting processes to improve effectiveness and efficiency



REVENUE & COLLECTIONS

The Revenue & Collections department is responsible for the collection of all incoming City revenues, as well as billing of utility and property tax accounts. The department also acts as liaison to other City departments, other government agencies such as BC Assessment, RDOS, Municipal Affairs, etc, and outside interests.

Facts & Stats

- › 167,979 utility bills were mailed
- › 63,555 utility bills were E-billed
- › On average, over 2,000 phone calls per month are received through the Utilities general line
- › Between June 1st and July 31st 2016, 9,490 Home Owner Grants and 224 Tax Deferrals were processed



KEY HIGHLIGHTS FROM 2016

- › Implementation of software billing changes for the residential garbage and recycling cart program.
- › 167,979 utility bills were mailed and 63,555 were E-billed



2016 ACCOMPLISHMENTS

- › Review and update of the City's collection and disconnection practices for unpaid utilities
- › Streamline billing and payment processes to improve customer service experience



2017 GOALS

- › Strengthen City's online presence for billing and bill payment purposes
- › Ensure streamlined processes and appropriate staffing in place to achieve improved customer service
- › Evaluate implementation of equalized billing for utility accounts
- › Complete a business competitive review



PROCUREMENT & INVENTORY SERVICES

The Logistics Department was renamed the Procurement and Inventory Services Department.

Facts & Stats

- › 80 Tenders, Request for Proposals and Request for Quotations were processed in 2016



KEY HIGHLIGHTS FROM 2016

- › *Cost Savings - by obtaining quotes for goods and services, the City **saved over \$3.4 million dollars***
- › ***Generated over \$15,000** by selling pavers moved from the 100 block revitalization. Proceeds donated to the South Okanagan Similkameen Medical Foundation for the hospital expansion*
- › *Upgraded Yard Reception area to improve customer service*
- › ***Generated \$12,000** in asset disposals*
- › *Updated Dog Control webpage to improve information to citizens*



2016 ACCOMPLISHMENTS

- › Revenue Generation - \$12,000 was generated from the sale of surplus or obsolete supplies and equipment
- › The Procurement web-page was updated and provides more information to viewers regarding bid opportunities, bid results and frequently asked questions
- › Changed reporting structure for Dog Control from Procurement to Bylaw Enforcement Services



2017 GOALS

- › Implementation of bar coding for inventory items will increase accuracy and efficiency
- › Continue to remove and dispose of surplus and obsolete inventory which will reduce the value of inventory stored on site, generate revenue and eliminate counting during the annual inventory count
- › Implement digitalized bidding process
- › Establish standardized Request for Proposal (RFP) and tender templates



LAND ADMINISTRATION

The Land department administers over \$40 million in City property. Responsible for leases, licenses to use and residential tenancies as well as negotiation of land sales and purchases. The Land department ensures legal requirements are met for various land transactions. Staff draft, negotiate, attend to execution and register Statutory Right of Ways and other various legal Land Title Office documents. They are also relied upon to provide legal research, data, title and company searches and land title registrations to all City departments.

Facts & Stats

- › Registered **67** documents with Land Titles Office
- › **24** Beach Vending locations
- › **11** Residential Tenancies
- › **13** Crown Leases/Licenses of Occupation



KEY HIGHLIGHTS FROM 2016

- › *Drafted and administered **93 Leases/License to Use Agreements***
- › *Negotiated a lease for new Brunswick Street Affordable Housing Apartment Building*
- › *Answered all land and legal enquiries for all city departments and public*
- › *All available City properties were leased, licensed or rented in 2016*



2016 ACCOMPLISHMENTS

- › Completed City of Penticton owned land database on GIS mapping system
- › Negotiated numerous purchase agreements to acquire City land
- › Maintained all land use agreements for City property with businesses and individuals (excluding non-profit societies) with valid agreements at market values



2017 GOALS

- › Administer all Leases, Licences and residential tenancies in a current and paid status at market values, excepting non-profit societies
- › Provide recommendations for a beach vending program restructure
- › Work with other departments to ensure standardization for Licence to Use documentation
- › Renew complex expired licences with 8 non-profits



INFORMATION TECHNOLOGY (IT)

Overall, 2016 was a successful year in keeping the IT infrastructure and applications accessible, supported and secure while continuing to develop and enable capabilities that create efficiencies, solve business problems and provide value to the organization.

Top 5 Help Desk call types:

1. General Software Applications
2. PC/Laptop – Hardware
3. Email
4. Tempest
5. User Profiles

Facts & Stats

- › 2600 Helpdesk tickets were opened, assigned, resolved and closed in 2016
- › 15 locations with IT Infrastructure
- › 300 Users
- › 350 Computers
- › 150 mobile devices
- › 40 servers
- › 60 Software



KEY HIGHLIGHTS FROM 2016

- › Progress continued on developing the *Geographical Information System* to implement the *City's water system*
- › Development of *City-wide Information Technology Strategy and five year implementation roadmap*



2016 ACCOMPLISHMENTS

- › With an organizational focus and increasing demands on information technology, an IT assessment was initiated to identify risks and capabilities in order to help strengthen IT and enable the IT department to better support the organization. This led to the creation of the organizational IT strategy and a 5 year implementation road map.
- › Progress continued on developing the Geographical Information System to implement the City's water system and the planning process commenced for the storm and sanitary sewer systems.
- › Worked with the Facilities department to continue deployment of HD video surveillance cameras in and around City buildings and installed a new, centralized access control system at the City yards which will become the new standard for ID cards and access control across all City facilities.
- › Implementation of mobile inspection applications has increased efficiencies and improved information flow for City building inspectors.
- › For service calls being tracked within our Information System, a mobile application was implemented that enables staff to access, edit and close calls from their mobile device.
- › 2016 started the replacement of the Fire Departments legacy software platform with a new Fire Department Management System that is integrated with the City of Kelowna for a streamlined fire dispatch process. The new system will also enable mobility features for truck routing, accessing property data and performing fire inspections.
- › The Financial Enterprise Resource Planning (ERP) system was upgraded to the latest version to fix bugs, stay current and enable new feature sets and we continued configuring the systems and generating reports to support city wide processes.



2017 GOALS

- › Implementation of the pilot IT shared services project
- › Execution of the IT Implementation strategy
- › Enhancement of online services such as modernization of My City citizen portal, new online electronic home owners grant application, and business license online application
- › Implementation of business process improvement program
- › Implementation and enhancement of IT best practices
- › Continued focus on a stable and secure IT infrastructure

Facts & Stats

- › 390 new business licenses issued (4.8% growth)
- › \$85,000 in grant money for research projects

ECONOMIC DEVELOPMENT

Penticton's Economic Development Department provides information and services to help businesses invest and grow in our city. We work with the local business community and City departments to develop strategies for developing a resilient and prosperous community for the future. Economic Development activity is made up of short term initiatives and measured against a long-term plan. Using international Economic Development principles the Penticton Department seeks to support businesses, enhance Penticton's business climate, while also strategically attracting new investment and business to the city.

While Economic Development is mostly focused on business, this lens includes a perspective that

residents in our community must be receiving livable wages and living in suitable housing. Social wellbeing plays into the development of an Economic Development strategy and our department works closely with many organizations and other City departments to create alignment wherever possible.

In 2016, the Economic Development department grew to encompass the Communications department and also added the position of the Sports and Events Project Manager. Attraction of major events with valuable economic spin off and building the event calendar in the off-peak season are the key functions of this role.



KEY HIGHLIGHTS FROM 2016

- › Launch of Online '*Business E-Directory*'
- › Established the *#PentictonWorks* program attracting remote workers and jobs to Penticton
- › Rollout of *Telus PureFibre*, bringing the fastest internet speeds in Canada to Penticton
- › Successfully secured *2018 Scotties Tournament of Hearts Canadian Women's Curling Championship*



2016 ACCOMPLISHMENTS

- › 390 new business licenses were issued, a 4.8% growth over the previous year
- › \$85,000 in grant money for research projects: Labour Market Study looking at attraction & retention of skilled labour and a regional study on Foreign Direct Investment & Readiness
- › Ground breaking of the David E. Kampe Penticton Regional Hospital New Patient Tower
- › Secured 2017 Triathlon BC Sprint and Standard Triathlon Championships
- › Launched Eventful Penticton platform to build more events and tourism in off peak periods



2017 GOALS

- › Launch of a formal Business Retention & Expansion survey of local businesses to better understand needs, challenges and wins
- › Integration into Development Services Division
- › Development of a 5 year Strategic Plan for the department with performance metrics
- › Launch of an online recruitment and relocation platform to support employers in sourcing and on-boarding skilled labour
- › Ongoing promotion for:
 - Attraction campaigns targeting virtual workers
 - Penticton as a relocation choice for those passionate about our outdoor amenities and mid-size city lifestyle
 - Development of Penticton as a Welcoming Community
- › Improvement of the online business licensing platform
- › Ongoing implementation of recommendations coming out of the 2016 Labour Market Report and the 2016 Investment Attraction Business Plan
- › Continue with development of Eventful Penticton: creating an event vetting process and event hosting toolkits



DEVELOPMENT SERVICES

2016 activity in the Development Services Division showed continued strength, in line with growth experienced over the last couple of years in all sectors of our development industry. The team processed more than 1200 planning and building applications during the year, in addition to 390 new business license applications to go along with the 2500 renewals.

Typically, a strong year in Planning Applications results in increased workload in the Building Department the following year. Even in periods of low building activity, land owners and investors are busy preparing their lands through Rezoning, Subdivision and Development Approvals for the time when the market is ready to accommodate the demand in building activity. This has shown true looking back

to 2012 when a number of subdivision applications, bylaw improvements and other departmental efficiency measures were put in place, working with the Development Services Advisory Committee and Council.

Market improvements over the past two to three years along with earlier approvals and improvements have resulted in the increased activity seen throughout 2014 to 2016 and it is expected to continue in all sectors of our development economy over the coming year. We look forward to continuing on with the positive relationship with our residents and development community and assist them in continuing to invest in the future success of our community.



KEY STATISTICS FROM 2016

- › *Record year for construction (\$197m) – 390 of which were new residential units*
- › *219 Planning Applications processed (up 33% from 2015)*
- › *806 Building Permit Applications processed (up 32% from 2015)*
- › *83 new single family dwellings approved*
- › *33 new secondary suites approved*
- › *44 tenant improvement projects approved (up 120% from 2015)*
- › *2016 Permits and Licensing:*

Total Construction values	\$ 197,869,483
Permit Revenue	\$ 1,804,522
Business License revenues	\$ 486,549



2017 GOALS

- › Integration of Economic Development into the Development Services division
- › Landowner consultation with the 300 Block of Main Street to continue on with Downtown Revitalization
- › Official Community Plan update will continue throughout 2017 and will involve significant engagement with stakeholders and our community
- › Review of the City's Parking Strategy, through consultation with the community
- › Development of a Park Use policy in association with the creation of the Parks & Recreation Master Plan
- › Identification of Process Improvement Priorities and implementation of efficiencies



PLANNING

2016 saw the Planning Department receiving the most number of applications in a year on record. Even with this increase in work volume, our department continued to process applications in an efficient manner, working with home owners and the development community to get approvals in-place within their project time lines.

In addition to development file processing, the Planning Department undertook a five year review of the City's Zoning Bylaw and commissioned a housing needs assessment. Both of these initiatives are intended to prepare the City for the expected development trends over the short and long term.



KEY STATISTICS FROM 2016

- › **Total Planning Applications: 219** (33% increase over 2015)
 - **95** Rezoning & Development Permit applications
 - 40 new rezoning applications
 - 45 new development permit applications
 - **22** subdivision application
- › **47** new sign permit applications



2016 ACCOMPLISHMENTS

- › Land use approvals for several significant projects, notably:
 - Avery Place a 30 lot single family subdivision was registered with construction beginning in the fall
 - New 99 unit rental apartment complex (currently under construction)
 - 44 unit townhouse development at Sendero Canyon
- › Five year review of the City's Zoning Bylaw, commissioned a housing needs assessment



2017 GOALS

Building off a very strong 2016, 2017 is poised to be another record breaking year for the Planning Department.

- › Processing applications to ensure efficient development
- › Integrating Sustainable Community Coordinator duties in to the Planning Department
- › Reorganize subdivision process to increase transparency and reduce processing
- › Several new downtown mixed use buildings which are anticipated to begin in 2017 (resulting from the downtown revitalization over the past 5 years)
- › More single family housing will also be coming on-line in 2017, including the final 100 lots of Sendero Canyon and the a new residential subdivision called the Ridge, with 110 + residential lots
- › Focus on climate action, with the appointment of a Sustainable Community Coordinator, responsible for monitoring and reporting on the City's carbon emissions as well as various other climate action initiatives
- › Focus on affordable housing, by implementing the recommendations of the Housing Needs Assessment and continuing to promote housing affordability through policy development
- › Pre-planning and design work with development community for over 200 new downtown residential units on vacant parcels of land for redevelopment in 2017/2018





DEVELOPMENT ENGINEERING

The Development Engineering function within Development Services is a key component to all departments. Under the guide of the Development Engineer, the development engineering role is located at City Hall for the day to day infrastructure needs and analysis of all planning, subdivision and building applications.



KEY STATISTICS FROM 2016

- › Servicing review and analysis for **over 500 building permit applications**
- › **150 Work Orders** for infrastructure works associated with building permit reviews
- › Review of over **150 planning applications** to inform servicing needs of future development
- › **22 subdivision applications** were assessed
- › Proposed creation of **55 new lots**



2016 ACCOMPLISHMENTS

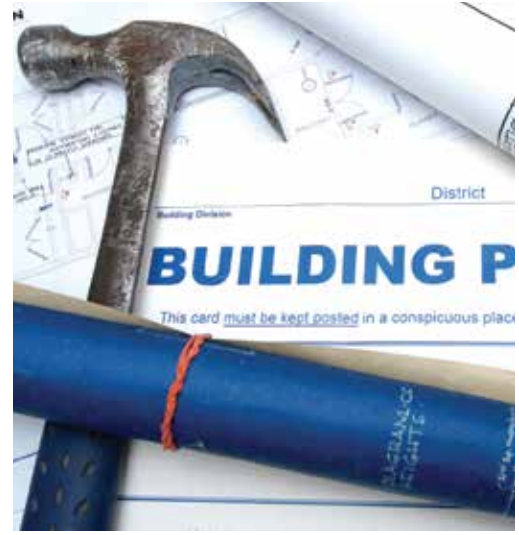
- › The department was enhanced in 2016 to centralize the technical engineering requirements within Development Services. The position of Development Engineer was filled and a new part time works auditor was created.
- › Large increase in planning and design of major subdivisions
- › Assisted designers and potential purchasers with the Wiltse North and South block subdivisions
- › Increased consultation with development community around engineering needs on development applications
- › Improved the processing of both planning and building department applications through consistent review and response to the needs of the development community, filling a gap that had existed in the process for a number of years



2017 GOALS

- › Improving internal processes
- › Updating the Subdivision and Development Bylaw
- › Continue with education and collaboration with development community to improve the quality of infrastructure within new developments
- › Update and review of City of Penticton Traffic Bylaw
- › Review of Development Cost Charge Bylaws





BUILDING

2016 marked a record construction values with five major projects started and stronger than expected single and two family developments. In comparison with the building high of 2005-2008 there have been more permits issued for single and two family developments, which could indicate a stronger base of families wanting to stay and grow in Penticton.



KEY STATISTICS FROM 2016

- › *Over 3400 inspections completed*
- › *Total Permits Applied for: 992*
- › *Processed 390 new business license applications & over 2500 renewal and amended licenses*
- › *221 new multi-family residential units approved*
- › *82 single family dwelling permits issued (up from 69 in 2015)*
- › *50 new duplex units approved*
- › *44 tenant improvement projects approved, reflecting reinvestment in existing businesses*



2016 ACCOMPLISHMENTS

- › Customer service improvements with implementation of interactive online MyCity Permit system allowing inspection requests and real time tracking of applications and inspections
- › Implemented new Property File Inquiry information program
- › Reviewed and approved \$300M expansion to Penticton Regional Hospital
- › Reviewed and approved the new Penticton Lakeside Resort & Conference Centre Expansion - 6 storey wood frame construction
- › Responded to the needs of the development community through the efficient processing of permits throughout a record year in construction



2017 GOALS

2017 Year to Date permit and licenses processed indicates another strong year, where it is expected that the single family and multi-family projections will exceed previous expectations from last year. Construction values for permits released up to the end of March are above last year and nearly matches the total construction values for 2011. Specific projects for Building and Licensing include:

- › Modernization of the Building Permitting Program, draft Building Bylaw
- › Modernization of the Business License Program, specifically, revising of license categories and initial testing of integrated online service
 - Phase One residential property rental program initiated with revisions to By-laws for improved processing, tracking and enforcement of short term vacation rentals
- › Revising of Regulatory Enforcement policies
- › Modernization of Cross Connection Program
 - Initiate integration and testing with live launch of new online tracking system



BUSINESS LICENSING

Penticton is open for business! The city's business licensing department issue licenses under the categories of commercial and industrial, out-of-town and mobile, home-based and seasonal. The City of Penticton also has a 30-day conditional business license to get business up and running as efficiently as possible. Working closely with Economic Development, licensing is an important priority for the Development Services Division.



KEY STATISTICS FROM 2016

- › **390** new business license applications
- › **2,500** renewals and amendment license applications
- › **19** sidewalk cafe/sales permits and **30** liquor review applications



2016 ACCOMPLISHMENTS

- › A major project for 2015 introduced the City's Business License Hub in conjunction with Economic Development, allowing for more online services for business owners. Staff also continued a proactive role in following up on delinquent renewals and data management housekeeping.



2017 GOALS

- › Work with Economic Development to improve efficient processing of business licence applications
- › Review and update of Business Licence approval process
- › Update on-line payment process for licences
- › Modernization of the liquor licence review process
- › Assess fee structure for business licences to improve value for the business community



BYLAW SERVICES

Bylaw Services department provides citizens with a variety of services related to regulatory issues. The department is committed to the delivery of professional bylaw education and enforcement in a timely and effective manner, and in accordance with Council direction.



KEY STATISTICS FROM 2016

- › *Over 6,000 Bylaw Offence Notices issued and several compliance agreements made*
- › *1,500 complaint files opened*
- › *Over 6,500 inquiries about bylaws*



2016 ACCOMPLISHMENTS

- › Updated bylaw complaint tracking system (Calls for Service) to improve efficiencies for customer complaints
- › Partnership with Downtown Penticton Association (DPA), implementing graffiti removal
- › Worked with community to respond to over 6,500 bylaw complaints
- › Completion of 300 unsightly property files



2017 GOALS

- › Upgrades to Parking Management System - updating old enforcement software, making parking payments more convenient with a new mobile parking payment application
- › Public education and awareness for new Traffic Bylaw and Responsible Dog Owner Bylaw
- › Kindness meter initiative - pilot program with DPA, 100 Homes Penticton as suite of strategies to help with homelessness in our community
- › Initiate safe work procedures for Bylaw Enforcement Officers
- › Implementation of policy and procedures around how and why enforcement decisions are made, complaints policy, investigation plans, enforcement measures and appeals of enforcement decisions



ELECTRICAL

The Electric Department is responsible for providing safe, efficient, and reliable electrical service to residential, commercial and industrial customers within the municipal boundaries of the City of Penticton. The electrical system is comprised of four substations distributing power to customers through a network of 18 feeders operating at either 8,000 volts (8KV) or 12,000 volts (12KV). Department staff are responsible for operating and maintaining the associated electrical infrastructure including: Above and below ground electrical lines; distribution substation; and revenue metering. The Department also installs and maintains the City's street lighting and traffic control infrastructure.

Facts & Stats

- › 4 substations feeding 17 distribution circuits
- › 272 km of overhead power lines
- › 86 km of primary underground cable
- › 3,999 power poles (3,061 wood, 938 steel)
- › 2,719 distribution transformers
- › 17,373 active revenue meters (customer accounts)
- › 3,204 streetlights
- › 32 full traffic signals, 7 pedestrian operated signals and 3 pedestrian crossings
- › Peak demand = 70.1 MVA – December 2016 (All-Time 77.8MVA - Jan, 2012)



KEY HIGHLIGHTS FROM 2016

- › Negotiated a new agreement with Telus to provide **Fibre Optic services** within the community
- › Completed **100% Roadway light replacements** from high pressure sodium (HPS) to LED
- › Maintained **272 km of overhead power lines**
- › Maintained **86 km of primary underground cable**
- › **3,204 streetlights**



2016 ACCOMPLISHMENTS

- › Migrated paper and digital based records to Esri ArcFM/ArcGIS Geographic Information System ("GIS")
- › Negotiated a new agreement with Telus to provide Fibre Optic services within the community
- › Closed Polychlorinated Biphenyl storage facility
- › Started work on an Asset Management Plan
- › Negotiated a contract with FortisBC to provide a 12kV supply at Carmi Substation
- › Continued with Home Energy Loan Program for residential energy retrofits



2017 GOALS

- › Carmi Substation upgrades to take place in 2017-2018
- › Continue with GIS enhancements including mobile deployment
- › Continue with Asset Management Plan
- › Optimize business processes with the aim of cost reduction and/or improved customer service
- › Modernize the electrical bylaw to reflect the most up-to-date business practises in the province
- › Study opportunities to reduce electrical charges from FortisBC
- › Continue with multi-year voltage conversion program
- › Energize the Hospital, Casino, Lakeside Resort & 3 Towers (Skaha Lake Rd.)



ENGINEERING

Engineering Department is responsible for planning, design and construction of infrastructure and operation and maintenance of the water and waste water treatment plants. The provision of these services helps to promote a healthy environment and a vibrant community.

Infrastructure includes all roads, sanitary sewers, storm drainage, water pipelines water reservoirs, water and sanitary pumping stations and water and waste-water treatment plants necessary to support the normal operation of our community.

The Engineering department consists of a Design Branch, Advanced Waste Water Treatment Plant (AWWTP) and Water Treatment Plant (WTP).



THE DESIGN BRANCH

The Design Branch provides planning, design and construction management for infrastructure upgrades, maintains associated record documents, provides survey services for all City operations and provides professional engineering advice to the organization as required including development review for Development Services Department.

Facts & Stats

- › Installed **2.5 km** of new water mains
- › Installed **13** new fire hydrants
- › Reconnected **130** domestic water services to the new water mains
- › Installed **25** storm water catch basins
- › Installed **2,600 sq. m.** of concrete sidewalk
- › Installed **2.6 km** of concrete curbs
- › Installed **24,700 square meters** of new asphalt surfacing
- › Removed **335 cubic metres** of accumulated sediment from Brandon Oxbow



KEY HIGHLIGHTS FROM 2016

- › Completed **water main** projects on Conklin, Douglas, Moosejaw, Argyle streets
- › **Main Street revitalization** - Completed construction for 100 & 200 Block



2016 ACCOMPLISHMENTS

- › Completed the final draft of the Penticton Creek Master Plan
- › Completed the dredging and restoration of the Brandon Avenue oxbow
- › Installed storm sewer in the Secrest Avenue lane
- › Installed Stormceptor manholes in Ontario St. and Kinney Ave.
- › Constructed the SOEC expanded parking lot on Eckhardt and a temporary parking lot on Westminster
- › Constructed sidewalk on Eckhardt Avenue from the river channel to the Ramada Hotel
- › Pavement surface restoration: Government Street between Eckhardt and Carmi
- › Pavement surface restoration: Main Street from Edna to Manor Park and Granby to Huth
- › Pavement surface restoration on Duncan from Atkinson to Safeway
- › GIS and Asset Management development
- › Completed City-wide Pavement Condition assessment



2017 GOALS

- › Complete designs for the 300 Block of Main Street revitalization
- › Complete upsize of Skaha Lake Road sanitary sewer at Yorkton/Lee Avenue
- › Complete detailed design and construction of the next section of Penticton Creek naturalization
- › Install crosswalks at South Main Street, South Beach Drive, Vancouver Place and Quebec Street
- › Install traffic calming around Columbia Elementary School
- › Install sidewalk at Lawrence Avenue and storm sewer extension to Sunset Place
- › Design and construct Timmins Street water main and surface reconstruction
- › Complete detailed design and construction for upgraded water mains on Nelson Avenue, Forestbrook Drive and Scott Avenue
- › Complete detailed design and construction for upgraded water and sewer mains in the Ridgedale Road area
- › Design road, drainage and water main upgrades
- › Design Point Intersection upgrade
- › Construct Carmi reservoir expansion



WATER TREATMENT PLANT (WTP)

The WTP treats between 7,680 and 41,900 cubic metres of water every day with a peak capacity of 88,000 cubic metres per day. WTP staff are responsible for the operation and maintenance of the treatment plant, 5 pumping stations and 6 reservoirs in accordance with mandated standards.

Facts & Stats

- › Pumped **6,277 ML** of water from the Okanagan Lake Pump Station to the Penticton Water Treatment Plant.
- › Drew **709 ML** of water from Penticton Creek.
- › Average Daily Demand was **19.12 ML/day**
- › Litres/day per person demand was **515 LPCD**



KEY HIGHLIGHTS FROM 2016

- › *Value of assets determined as part of the Asset management plan*
- › *Installed **2.5 km** of new water mains*
- › *Installed **24,700 square meters** of new asphalt surfacing*



2016 ACCOMPLISHMENTS

- › Equipment replacement for valves and motor rebuild of recycle pumps improved operations
- › Treatment process successfully optimized by technology upgrades and new equipment
- › Successfully implemented Programmable Logical Controller (PLC) upgrades at Ridgedale Pump Station and Ellis Creek flow station
- › Installed radio and monitoring equipment at the MacCleave Avenue pressure reducing station, better servicing the hospital



2017 GOALS

- › Continue with priority equipment replacement as determined by the asset management study
- › Continuation of PLC upgrades to Ellis Creek flow monitoring and Randolph Road, Residuals
- › Upgrade security equipment at the water plant for increased building surveillance
- › Continue with optimization and review of equipment to determine replacement or rebuilding to extend life cycles

ADVANCED WASTEWATER TREATMENT PLANT (AWWTP)

The AWWTP treats between 10,000 and 15,000 cubic metres of waste water each day with a peak capacity of 29,000 cubic metres per day. AWWTP staff is responsible for the operation and maintenance of the treatment plant and 10 lift stations and is responsible for the generation and disposal of safe by-products from the plant process in accordance with the mandated requirements of the liquid waste management plan.

Facts & Stats

- › Received 3,806,000,000 Litres of wastewater
- › The average citizen of Penticton discharged 316 litres/day per person into the sewer
- › The average cost to treat a cubic meter (1,000 L) of wastewater was \$ 0.56
- › Produced 1,100,327 kg of bio solids, which have to be trucked up to Campbell Mountain Landfill for composting
- › Recycled 632,000 cubic meters of reclaimed water to City Parks and Golf Courses for Irrigation



KEY HIGHLIGHTS FROM 2016

- › *Replaced 10 dissolved oxygen analyzers that have past their useful life to ensure optimum energy efficiency*
- › *Continued re-roofing of 27 year old buildings, UV building completed*



2016 ACCOMPLISHMENTS

- › Pre-design and detail design for bio-reactor upgrades to be constructed in 2017
- › Solution for solids handling pumps capacity issues
- › Screw Pump Building HVAC upgrade
- › Detailed Asset Management for the plant and stations undertaken
- › Rebuilt Primary Tank #1
- › Mandatory Liquid Waste Management Plan review undertaken



2017 GOALS

- › Construct Bio-reactor modifications, increases capacity of the bio-reactor and defers major capital
- › Complete a plan to address asset management, condition assessments of equipment nearing its useful life
- › Rebuild Centrifuge #1, predictive maintenance to ensure long term reliability of expensive dewatering process equipment
- › Liquid Waste Management Plan review
- › Fermented primary sludge pumps replaced, to ensure long term reliable de watering operations
- › Participate in national benchmarking program to identify strengths and weaknesses
- › Utilize existing tankage for reclaimed water storage, demand exceeding capacity



FACILITIES

The Facilities Department is responsible for planning, design, construction, operations and maintenance of City owned buildings. The provision of these services allows other City Departments and leasee's to effectively deliver their services and programs to the community.

Penticton's diverse collection of facilities includes everything from the Peach on the Beach, to the Trade and Convention Centre, to the SS Sicamous. The quality and operational effectiveness of our facilities are an important element in supporting a quality work environment for our staff and quality of life for our residents, by providing venues to support arts, culture, sports and entertainment in our community.

Facts & Stats

- › Responsible for **25+** major buildings
- › Buildings range in age from 6 – 90 years old
- › **Average age** of a City of Penticton Building is **40 years old**
- › Floor area of buildings range from **700 to 250,000 square feet**
- › Total area of City owned facilities = approximately **650,000 SF**



KEY HIGHLIGHTS FROM 2016

- › *Facilities Department provides operational support for all City events and local festivals*
- › *Built a **new Dog Shelter** facility*
- › *Development of a **10-year Facilities capital plan***
- › *Roof assessments for 10 key City buildings*



2016 ACCOMPLISHMENTS

- › Curling rink exterior upgrades and LED lighting
- › McLaren refrigeration upgrades and LED lighting
- › Memorial arena upgrades for BC games and wind/snow load concerns
- › Adidas Sportsplex roof repairs and mechanical upgrade
- › Community Centre, hot tub drain upgrades
- › Arena Solutions: Usage analysis, Costing analysis and selection of an Arena Task Force
- › Asbestos inventory updates for 8 City buildings
- › PTCC Feasibility Study and market analysis
- › Miscellaneous minor upgrades as per Facility masterplan



2017 GOALS

- › Arena Task Force, additional studies and data gathering to seek council direction on the future of Penticton's arenas
- › PTCC Mechanical upgrades
- › City Hall mechanical upgrades
- › Leir House, Mechanical upgrades and replace front steps
- › Build downtown washroom facility
- › Prepare an asbestos inventory work plan to comply with Worksafe BC revised asbestos management regulations and completed asbestos inventory updates for 8 city buildings
- › Demolition of Penticton Yacht and Tennis Club
- › Community Centre, increase operational efficiencies and building a long range plan for the facility
- › Continue prioritizing work related to the Facilities Master Plan



PUBLIC WORKS

The Public Works Department is responsible for the operation and maintenance of the City infrastructure and for the administration and maintenance of the corporate vehicle and equipment fleet, solid waste and recycle collection, administration of the City's transit system, and the operation of the City Bio-solids Composting Facility.

Infrastructure includes all roads, sanitary sewers, storm drainage, water pipelines, dams and reservoirs necessary to support the normal operation of our community.

Facts & Stats

- › A Fleet of **250** pieces of equipment
- › **375 km** of pipe for Water, Sewer, Storm Sewer
- › **217 km** of asphalt roadway
- › **143 km** of sidewalk and walkways
- › **6** dam structures
- › **354** agricultural irrigation connections
- › **957** fire hydrants
- › **8,465** Domestic Water Meters
- › **16,935** Water, Sewer, Storm Connections



KEY HIGHLIGHTS FROM 2016

- › *Procurement and installation of additional **street scape waste receptacles***
- › *Fleet Department purchased and commissioned **\$856,000 of new equipment***
- › *Implementation of a Solid Waste and Recycle Cart Program*



2016 ACCOMPLISHMENTS

- › Design for the upgrades to the Campbell Mountain Reservoir and Irrigation Diversion
- › Completed stability analysis for Dartmouth Road and Gwyer Street
- › Fire hydrant spacing improvements



2017 GOALS

- › Investigate viable alternatives to bio-solids composting
- › Design Ellis 2 dam upgrades to meet current standards
- › Decommission Howard Lake dam;
- › Upgrade Campbell Mountain Reservoir to meet current standards
- › Installation of a bike access ramp to assist riders accessing bicycle networks
- › Fleet Department will procure and commission \$338,000 of new equipment
- › Fire hydrant spacing upgrades – installation of hydrants in areas that are deficient





PARKS

The Parks branch is responsible for the development, operation and maintenance of the parks, beaches, sports fields, trails and cemeteries within our community.

Parks, beaches, sports fields and trails are among Penticton's most treasured assets and an important element of the community's superb quality of life.

Sunseekers can enjoy miles of warm, sandy beaches and water sport enthusiasts can satisfy their every need. Paved walkways and cycle paths along Okanagan and Skaha beaches or the Kettle Valley Rail Trail attract joggers, cyclists and hikers. Lush parks, high quality sports fields, waterparks, skateparks and sports courts provide endless hours of outdoor fun.

Facts & Stats

- › 365 acres of public open space
- › 16 sports fields, 7 playgrounds, 2 waterparks and 75 acres of turf
- › 6 public beaches & swimming areas
- › 150 hanging flower baskets
- › 110 separate irrigation systems
- › Over 5,000 inventoried trees
- › Over 25 km of trails & walkways
- › 6 pet off-leash areas



KEY HIGHLIGHTS FROM 2016

- › *Involvement in the Parks & Recreation Master Plan*
- › *Construction of a new Pickleball Facility*



2016 ACCOMPLISHMENTS

- › Lakeview Cemetery expansion
- › Playground surface upgrades at Dunant and Granby Park
- › Arasook Park irrigation upgrades
- › Landscape improvements around Penticton Creek and the Okanagan waterfront
- › Fairview Cemetery upgrades



2017 GOALS

- › Completion of Parks & Recreation Master Plan
- › Completion of Lakeview Cemetery upgrades
- › Playground surface upgrades – Lion's Park
- › Landscaping at the Poplar Grove parking lot
- › Additional upgrades to Fairview Cemetery

Facts & Stats

- › BC Games started in Penticton back in 1978
- › BC Girls B Cup Soccer welcomed more than 1,400 young athletes to the area



SPORTS & EVENTS



2016 ACCOMPLISHMENTS

Sports

Major Winter Events:

- › BC Winter Games
- › Rogers Hometown Hockey

Provincial and Western Canadian youth championships:

- › BC Short Course AA Swimming
- › Canadian Sport School Hockey League Championships
- › Hayman Classic BC Road Cycling
- › BC Girls B Cup Soccer

National multisport championships:

- › Aquathlon, Cross Triathlon, Duathlon, Long Course Triathlon

Winning Penticton bids:

- › BC Duathlon Championships (2017 Bare Bones)
- › BC Sprint and Standard Triathlon Championships (2017 Peach Classic)
- › Canadian Women's Curling Championship (2018 Scotties Tournament of Hearts)

Events - Music Milestones

- › Kiwanis Music, Dance & Speech Arts Festival, 90th year
- › Pentastic Jazz Festival (Sep 9-11), 20th year
- › Pacific Northwest Elvis Festival (Jun 24-26), 15th year



2017 GOALS

- › Strengthen City relationships with event organizers
- › Develop and support off-peak season events
- › Work with community event organizers to ensure core events generate maximum value for residents and the local business community
- › Community Grant Program review



RECREATION

Through strong leadership and in partnership with volunteer, public and private service providers, the Recreation department promotes and contributes to a healthy community and enhances the quality of life for residents and visitors of Penticton, through planning, management and delivery of recreation, sport, events and active living opportunities.

Facts & Stats

- › **19% increase** in Fitness Room participation from 2015 (115% increase from 2012)
- › **13% increase** attendance in aquatic activities; average of 968 pool visits per day
- › **545,701 estimated visits** to the Community Centre; average of 1,512 per day



KEY HIGHLIGHTS FROM 2016

- › Penticton hosted the **2016 BC Winter Games** in February 2016
- › Penticton was selected to host **Rogers Hometown Hockey**, a season-long, touring hockey festival visiting a different Canadian town each weekend over 25 weeks
- › The **grand opening of Penticton's newest public-space playground** designed to serve the younger members of our community was celebrated in September 2016.
- › Successful partnership with the Penticton Pickleball Club for the **first spring/summer of operations of the outdoor Pickleball courts**



2016 ACCOMPLISHMENTS

- › The aquatics staff implemented emergency protocols to rescue a patron in the main pool which resulted in a successful AED (automated external defibrillator) and CPR cardiopulmonary resuscitation) rescue. (January 2016)
- › The Recreation Department, School District 67, PacificSport and Canadian Tire Jump-Start started the Gym Club three years ago in three schools. In 2016 it grew to six schools and 120 kids.
- › The City of Penticton is preparing a comprehensive Parks & Recreation Master Plan which will guide planning and decision-making related to parks and recreation services for the next 10 years.
- › Selected by the BC Parks & Recreation Association (BCRPA) as provincial pilot to provide Choose to Move and ActivAge programs
- › Celebrated the first graduation class for Bugaboo University (Early Learning Centre for 3-5 year olds)



2017 GOALS

- › Finalize the Parks & Recreation Master Plan
- › Implement the new Recreation Software platform
- › Finalize and implement the Recreation Department Marketing Road Map and Measurement Plan
- › Finalize and implement Cleland Theatre Optimization Plans
- › Implement the Penticton Public Sculpture Exhibition
- › Complete the Canada 150 Mosaic Tile Project
- › Implement communication and collaboration strategies with the Facilities Department
- › Attract new fitness program participants through targeted niche programming
- › Develop short term and long term plans to address the growing popularity of indoor and outdoor Pickleball
- › Focus on creating new and maintaining existing collaborative partnerships to offer quality children and youth program while achieving sustainability and lean processes
- › Implement new fees and charges initiatives
- › Develop mobile vending program



MUSEUM & ARCHIVES

The Penticton Museum & Archives are committed to the presentation, preservation and interpretation of Penticton's history and heritage. The museum works with many local heritage groups and natural history groups and is active in heritage and museum affairs provincially. The museum curator meets with the Heritage and Museum Advisory Committee once a month to review and make recommendations on museum and heritage matters pertaining to the city.

The PMA benefits from the hard work of a dedicated body of volunteers, who staff the reception desk, assist visitors and perform archival tasks in copying and filing material. The Friends of the Museum, an independent charitable fund raising body, does project-driven fund raising for the museum. The Archives collects and preserves the documentary and photographic history of the region and serves as an important resource for researchers and city staff.



KEY HIGHLIGHTS FROM 2016

- › *Brown Bag lunch lectures: 27*
- › *The archives have **digitized** well over **24,000 photographs** to date*
- › *Completed successful grant applications to the British Columbia Arts Council and the Community Foundation*
- › *Penticton Museum **featured in Globe and Mail Spanish Mound Story***



2016 EXHIBITS, EVENTS & ACCOMPLISHMENTS

Temporary Exhibits:

- › *More Than Just Games: Canada and the 1936 Olympics*, Presented with support from the Okanagan Jewish Community Centre
- › *Homegrown: Celebrating Childhood in Penticton Past and Present*
- › Events and Accomplishments:
- › Photography Project: *Imagine Change: Outma Sqilx'w Cultural School Photography Exhibition*
- › Regatta participation - Peachfest
- › Heritage Week setup in Cherry Lane Mall
- › Community Warm-up Event (December, in collaboration with library)
- › Purchased storage unit for off-site storage
- › Hired archival contractor Linda Wills to deal with backlog of archival materials
- › Hiring of new educator, Chandra Wong



2016 MUSEUM & ARCHIVES - BY THE NUMBERS

Museum Facts & Stats:

- › 24 volunteers
- › Approximately 2,200 volunteer hours
- › 15,000 - total number of visitors, including all Museum programs

Archives Facts & Stats:

- › Approximately 200 research requests
- › 352 staff research hours
- › 965 volunteer hours
- › 6 large new donations

Museum Programs:

	Programs	Participants
<i>Groups & Tours</i>	18	442
<i>Brown Bag Lectures</i>	27	1,485
<i>Still Life Saturday</i>	26	150
<i>Heritage Week</i>	1	300
<i>Science Labs</i>	6	170
Total Programs	78	2,547



MUNICIPAL GRANT PROGRAM

The Municipal Grant Program provides financial assistance to organizations to provide community services and events that benefit Penticton citizens that support City Council objectives.



KEY HIGHLIGHTS FROM 2016

- › *There were **50 recipients**, 19 of them new applications*
- › *The City awarded **\$667,943 cash** and value in-kind*

ORGANIZATIONS AND EVENTS	CASH	VALUE IN KIND
Penticton Branch (Mental Wellness Centre)	\$18,000	
Canada 150 Mosaic	\$2,500	
Canadian Mental Health Association	\$2,000	
CFSOS - Yes Project (Youth Engagement Strategy)	\$8,750	
Community Foundation of the South Okanagan Similkameen	\$25,000	
Challenge Penticton - All Services		\$110,000
DPA - BC Family Day		\$1,500
DPA - Canada Day	\$4,500	\$2,300
DPA - Fall Fair		\$50
DPA - New Year's Eve		\$970
DPA - Night Markets Summer Concert Series	\$13,500	\$1,500
DPA - Penticton's Birthday		\$1,200
Miss Penticton Royalty	\$7,650	\$1,500
Okanagan Fruit Tree Project Society	\$6,700	
Canadian Sport School Hockey League championships	\$10,000	
Okanagan Motorcycle Riders Association - Toy Run		\$500
Okanagan Similkameen Healthy Living Fair Society		\$8,778
Okanagan Simlkameen Conservation Alliance - MeadowLark Nature Festival	\$3,500	
Okanagan Symphony Orchestra	\$5,000	
Okanagan Thunderchairs		\$900
Okanagan Trestle Tours		\$1,000
Other	\$7,792	\$3,438

Continued on facing page

ORGANIZATIONS AND EVENTS	CASH	VALUE IN KIND
Peach Festival Society	\$20,000	\$25,000
Peach Festival Society - Float	\$10,000	
Penticton & Area Access Society	\$5,000	
Penticton & Area Cycling Association	\$2,500	
Penticton & District Community Arts Council	\$13,600	
Penticton Art Gallery Society	\$95,000	
Penticton Centre for Exceptional Learning	\$1,500	
Penticton Dragonboat Festival Society		\$14,120
Penticton GranFondo Axel Merckx		\$30,000
Penticton Historic Automobile Assn - Peach City Beach Cruise		\$7,000
Penticton Jazz Festival	\$5,333	\$7,000
Penticton Kiwanis Music Festival		\$5,500
Penticton Scottish Festival Society		\$4,000
Penticton Search & Rescue		\$12,435
Rotary Club of Penticton RibFest	\$5,000	\$7,800
Royal Canadian Legion - Remembrance Day		\$3,045
School District 67 Parade		\$175
School District 67 Joint Use Agreement		\$14,000
Shatford Centre - Okanagan School of the Arts	\$10,000	
Skaha Bluffs Park Watch Society	\$15,456	
South Okanagan Genealogical Society		\$4,451
South Okanagan Seniors Wellness Society	\$12,000	
South Okanagan Immigrant & Community Services		\$2,000
South Okanagan Immigrant & Community Services	\$7,500	
SS Sicamous - Operating	\$45,000	
SS Sicamous - Utilities	\$20,000	
United Way Emergency Transportation		\$7,200
Upperdek Vees Hockey		\$7,800
Totals	\$382,781	\$285,162
Combined total of cash and in-kind funding	\$667,943	



FIRE DEPARTMENT

The Mission of the Penticton Fire Department is:

“To enhance the quality of living in our community by preventing or minimizing injury and loss of life or property from fire or other emergencies that may occur within the jurisdictional boundaries of the area we serve.”

We execute this Mission working in a composite fire service model composed of 32 career firefighters, 3 fire prevention staff, 40 paid-on-call auxiliary firefighters, and 3 chief officers.

We operate out of two fire stations, strategically placed in our community, utilizing 4 fire engines, 1 ladder truck, 2 rescue trucks, 2 wild fire units, and 3 marine units. We provide this service through Fire Department Operations, which is the emergency response function that involves the firefighters and apparatus responding to both emergencies with lights and sirens, and non-emergencies. Emergency scene management is what we specialize in, and bring organization and calmness to a usually chaotic environment. Fire Service Operations consist of fire suppression, motor vehicle incidents, medical first responder, hazmat, marine emergencies, swift & ice water rescue and technical high angle rope rescue.

The Fire Department provides the community with a fire prevention program. The goal is to educate the public to take precautions to prevent potentially harmful fires, as well as knowledge about surviving them. This is a proactive method of reducing emergencies and damage. Through public education, we teach people of all ages how to make responsible choices regarding health and safety. One of our most important commitments is to give people the knowledge and skills they need to lead safer lives.

Facts & Stats

- › Responded to **3,322** emergency incidents
- › **8% decrease** over 2015 (due to changes in medical response protocols)
- › **1,823** fire safety inspections completed
- › 10,000 hours of fire service training



KEY HIGHLIGHTS FROM 2016

- › Council supports two wildfire prevention initiatives, receiving a **\$10,000 grant for FIRE SMART**
- › Auxiliary recruit class of **10 new members**
- › Council supports replacement of Marine Rescue Program, adding **2 new rescue vessels** to our marine fleet on Skaha Lake



2016 ACCOMPLISHMENTS

- › Successfully Secured Emergency Operations Centre in Fire Headquarters downtown
- › New Rescue, and Bush Trucks put into service
- › Fire Chief and Deputy Fire Chief hired in early 2016
- › Training Facility and live fire instructors recognized as a Live Fire Compliant training facility from the Justice Institute of BC
- › Amended our First Responder Protocols to improve departmental operational readiness, including naloxone administration, to better serve our community
- › EllisDon classroom donated to training facility
- › Implemented a new Fire Department Database, improving administration efficiencies and paper waste
- › Added BCAA Child Car Seat installation program as a community service
- › Completed an evaluation of our response matrix, to simplify response, and limit fire department exposure and liability
- › Provided training to surrounding fire departments at our training facility which created revenue for the training facility



2017 GOALS

- › New Marine Rescue Boat will be put into service May 2017
- › Recruit class of 10 Auxiliary Firefighters
- › Fire Training Center Classroom installation with new tower crane for rescue practice
- › Wild fire mitigation and preparedness initiatives
- › Development of Wildfire Urban Interface Response Plan
- › Development of Auxiliary Firefighter live-in program
- › Creation of new Fire and Life Safety Bylaw
- › Modernize our water tender delivery system in limited or no water distribution areas
- › Educate citizens in FireSmart practices in the Wildland Urban Interface
- › Expand Contract Services and mutual aid response agreements
- › Update and develop emergency management strategy between the City and Regional District of Okanagan-Similkameen



PENTICTON RCMP

Pentiction RCMP is committed to delivering efficient, responsive and innovative policing to all citizens of our detachment area.

Through innovative programming and partnerships, targeting prolific offenders and the use of crime reduction strategies, all members of the Pentiction RCMP are committed to making Pentiction the safest and healthiest community in which to live, work and raise a family.

Volunteering

Pentiction RCMP benefited from significant support from our many volunteers resulting in **3,400 volunteer hours donated to Community Safety Programs** including Lock out Auto Crime, Speed Watch, Bike and foot patrol and Citizens on Patrol. Volunteers are an integral part of community policing, and we are truly grateful for the support from the community in increasing public safety

Community Engagement

Our Detachment is engaged with a number of community programs and stakeholders regarding vulnerable people within our community. To illustrate the impact on police resources, during 2016 Pentiction Detachment dealt with **653 Mental Health Act**

related files. These are files where the primary reason members are called is due to Mental Health. In 2016 we collaborated with South Okanagan Similkameen Brain Injury Society on a 'Positive Ticketing Campaign', encouraging youth to engage in healthy, safe behaviour.

In 2016 Pentiction/Summerland **Victim Services provided support for 319 clients**; victims of robberies, aggravated assault, unlawful confinement, sexual assaults and child sexual assault. In July 2016 we welcomed the newest member of our team – Calypso, a Labrador retriever, is the first PADS trained dog to serve with the RCMP in Canada. Calypso's role is to bring a calming presence when assisting victims of crime or trauma and has already proven to be very valuable to victims supporting /accompanying them through the investigation and court process.

Crime Reduction Team

The Crime Reduction Team has a mandate to disrupt street level crime with a focused on prolific offender management, property crime, drug crime and Comstat trends. This unit generated **327 files in 2016**, primarily focusing on the areas that fall within their mandate, in addition to assisting the general duty members with serious matters.



FACTS & STATS

- › Responded to **18,212 calls** for service
- › **4,763** criminal code files
- › Traffic enforcement – made over **2,100** proactive contacts
- › Held **1,805** prisoners in cells
- › **3,400** volunteer hours
- › **653** Mental Health Act related files
- › **327** Crime Reduction files



KEY PRIORITIES IN 2016

- › Contribute to road safety
- › Reduce the abuse of drugs
- › Enhance community relations through increased police visibility
- › Address crime reduction through the prolific offender management program
- › Contribute to safer youth



2017 PRIORITIES

- › Road safety
- › Reduce the abuse of drugs
- › Community engagement
- › Contribute to safer youth
- › Prolific Offender Management Program



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2016 FINANCIAL STATEMENTS

IN THIS SECTION:

Chief Financial Officer's Report
Audit Report
Financial Statements
2016 Permissive Tax Exemptions
2016 Revitalization Tax Exemptions



CHIEF FINANCIAL OFFICER'S REPORT, MAY 2017

I am pleased to submit the City of Penticton's 2016 Annual Financial Report for the year ended December 31, 2016 as required by Sections 98 and 167 of the Community Charter.

The audited financial statements, and supplementary financial schedules have been prepared by City staff in conformance with generally accepted accounting principles as prescribed by the Public Sector Accounting Standards (PSAS) of the Chartered Professional Accountants of Canada.

Management maintains systems of internal budgetary and accounting controls that provide assurance for safeguarding of assets and the reliability of information. These systems are monitored and evaluated by management.

These statements were audited by BDO Canada LLP, and their responsibility is to express an opinion as to whether the financial statements prepared by management present fairly the financial position of the City as at December 31, 2016.

Operating Results from 2016 saw an increase in the City's net financial assets of \$12.2 million bringing its total net financial assets to \$17.8 million. This resulted in an overall improvement of its accumulated surplus by 3.3%, with a total now of \$336.6 million

Consolidated revenues for the City increased to \$108.8 million in 2016 a 4.3% increase over 2015. This increase was largely the result of an increase in taxation, water and building permit revenues. Consolidated Expenditures were \$98.1 million a minor a decrease of 1.6% decrease from 2015.

The general revenue fund saw an overall surplus of \$498,500 with revenues coming in at \$85.7 million, an increase of \$3 million or 3.6% increase from 2015. \$2 million in increased taxation revenues contributed to a large portion of this additional revenue, while strong development activity resulted in increased development and building permits of \$.7 million. Expenditures also rose to \$85.6 as a result of increased costs associated with delivering city services.

As with many municipalities, the City is faced with aging infrastructure. In 2016 the City took initial steps to better understand the challenge faced. Initial estimates are that the City faces a \$175 million infrastructure deficit for its roads, facilities, parks water, sewer and electrical assets. The 2017 budget has taken initial steps to begin addressing this challenge and will be doing further work over the next two years to refine and update estimated costs of the infrastructure deficit.

The economic outlook for the next 5 years appears strong, however prudent fiscal management will need to continue for the City, to strike the balance between funding city services and addressing the infrastructure deficit. The City will continue to review and refine its fiscal strategies to maintain a competitive business environment, while ensuring the tax burden is appropriately shared between business and residences. It will also continue to review and improve the efficiency of its operations through business process improvement and expanding shared service arrangements with other local authorities.



Jim Bauer

Independent Auditor's Report

To the Mayor and Council of Corporation of the City of Penticton

We have audited the accompanying consolidated financial statements of the Corporation of the City of Penticton, which comprises the consolidated statement of financial position as at December 31, 2016, and the consolidated statements of operations, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Corporation of the City of Penticton as at December 31, 2016 and the results of its operations, change in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of the supplementary schedules on pages 20 through 29 of the Corporation of the City of Penticton's Financial Statements.

BDO CANADA LLP
Chartered Professional Accountants

Penticton, British Columbia
May 2, 2017

**THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2016**

	2016	2015
Financial Assets		
Cash	\$ 1,316,987	\$ 3,000,964
Term Deposits (Note 1)	82,779,729	71,962,120
Accounts Receivable (Note 2)	7,700,806	8,465,474
	<u>91,797,522</u>	<u>83,428,558</u>
Financial Liabilities		
Development Cost Charges (Note 3)	10,275,074	8,015,262
Accounts Payable and Accrued Liabilities	12,940,547	14,504,846
Deferred Revenue	5,133,917	4,462,803
Deposits	2,565,874	1,919,634
Penticton Public Library (Note 15)	-	45,255
Long Term Debt (Note 8)	43,113,226	48,914,779
	<u>74,028,638</u>	<u>77,862,579</u>
Net Assets	\$ 17,768,884	\$ 5,565,979
Non-Financial Assets		
Tangible Capital Assets (Note 9)	\$315,573,844	\$316,961,009
Inventory	2,700,039	2,661,509
Prepaid Expenses	556,602	664,729
	<u>318,830,485</u>	<u>320,287,247</u>
Accumulated Surplus	<u>\$336,599,369</u>	<u>\$325,853,226</u>

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2016**

	2016 Budget	2016	2015
Revenue			
Taxation	\$ 30,333,770	\$ 30,485,377	\$ 28,436,350
Sales of Services	61,839,485	62,541,835	60,111,724
Government Grants and Transfers	2,971,542	2,301,804	2,434,334
Other Revenue	8,633,559	11,747,857	11,318,327
Other Contributions	983,925	1,621,845	2,100,306
Gain (loss) on Disposal	30,000	38,791	(128,039)
Contributed Asset	-	80,796	-
	<u>104,792,281</u>	<u>108,818,305</u>	<u>104,273,002</u>
Expenditure (Note 10)			
General Government	8,755,520	16,693,301	15,164,190
Protective Services	14,463,086	14,813,217	14,067,977
Transportation Services	4,164,525	8,589,817	8,350,559
Environmental Health Services	1,454,376	1,502,407	1,446,528
Public Health and Safety	192,533	263,687	200,996
Environmental Development Services	3,176,019	3,275,570	3,168,590
Recreation and Culture	11,422,304	12,731,301	11,853,069
Electrical Supply	30,783,521	31,027,273	36,204,608
Sewer System Utility	3,561,908	4,858,669	5,120,687
Water Utility Services	3,250,716	4,316,920	4,162,774
	<u>81,224,508</u>	<u>98,072,162</u>	<u>99,739,978</u>
Annual Surplus	23,567,773	10,746,143	4,533,024
Accumulated Surplus, Beginning of Year	<u>325,853,226</u>	<u>325,853,226</u>	<u>321,320,202</u>
Accumulated Surplus, End of Year	<u>\$ 349,420,999</u>	<u>\$ 336,599,369</u>	<u>\$ 325,853,226</u>

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CHANGE IN NET ASSETS
YEAR ENDED DECEMBER 31, 2016

	2016	2015
Annual surplus	\$ 10,746,143	\$ 4,533,024
Acquisition of Tangible Capital Assets (Note 9)	(11,939,202)	(16,588,012)
Amortization (Note 9)	13,444,293	12,976,306
Net Disposal of Tangible Capital Assets (Note 9)	25,719	231,121
Contributed Tangible Capital Assets (Note 9)	(80,796)	-
Asset reclassification (Note 9)	(62,849)	1,752,302
	<u>12,133,308</u>	<u>2,904,741</u>
Change in Prepaid Expenses (Increase)	108,127	(62,484)
Consumption of Supplies Inventories	(38,530)	430,922
	<u>69,597</u>	<u>368,438</u>
Increase in Net Assets	12,202,905	3,273,179
Net Assets, Beginning of Year	5,565,979	2,292,800
Net Assets, End of Year	<u>\$ 17,768,884</u>	<u>\$ 5,565,979</u>

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2016**

	2016	2015
Operating Transactions		
Annual Surplus	\$ 10,746,143	\$ 4,533,024
Change in Non-Cash Operating Items		
Decrease in Accounts Receivable	764,668	1,940,561
Increase in Trade Accounts Payable and Accrued Liabilities	1,967,611	162,721
(Increase) decrease in Prepaid Expenses	108,127	(62,484)
(Increase) decrease in Inventory	(38,530)	430,922
Net Disposal of Tangible Capital Assets	25,719	231,121
Amortization	13,444,293	12,976,306
Contributed Tangible Capital Assets	(80,796)	-
Asset reclassification	(62,849)	1,752,302
	<u>16,128,243</u>	<u>17,431,449</u>
Cash Provided by Operating Activities	26,874,386	21,964,473
Capital Transactions		
Cash Used to Acquire Tangible Capital Assets	(11,939,201)	(16,588,012)
Financing Transactions		
Debt Repayment	(5,801,553)	(5,804,091)
Investing Transactions		
Increase in Term Deposits	<u>(10,817,609)</u>	<u>(5,546,470)</u>
Change in Cash	(1,683,977)	(5,974,100)
Cash, Beginning of Year	<u>3,000,964</u>	<u>8,975,064</u>
Cash, End of Year	<u>\$ 1,316,987</u>	<u>\$ 3,000,964</u>

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2016**

Management's Responsibility for the Financial Statements

The consolidated financial statements of the City are the responsibility of management. They have been prepared in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The Corporation of the City of Penticton ("the City") is a municipality in the Province of British Columbia and operates under the provisions of the Community Charter. The City provides municipal services such as fire, public works, planning, parks, recreation and other general government services.

Basis of Consolidation

The consolidated financial statements reflect the assets, liabilities, revenue and expenses of all municipal organizations, committees and Boards which are owned or controlled by the City. All inter-entity transactions and balances have been eliminated. The controlled organizations include:

Penticton Public Library

Interfund Balances and Transactions

All material interfund transactions and balances have been eliminated within the Consolidated Financial Statements for the General, Sewer, Water and Electrical funds.

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the Consolidated Statement of Financial Position. The revenue is recognized in the Consolidated Statement of Operations in the year in which it is used for the specified purpose.

Revenue Recognition

Taxation

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. Taxes receivable are recognized net of an allowance for anticipated uncollected amounts.

Government Transfers

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Utilities

Charges for sewer and water usage are recorded as user fees. Connection fee revenues are recognized when the connection has been established. Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled.

**THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2016**

Revenue Recognition continued

Fee for Service

Sales of service and other revenue is recognized on an accrual basis.

Financial Instruments

The City's financial instruments consist of cash and term deposits, accounts receivable, accrued interest receivable, Municipal Finance Authority, bank indebtedness, trade accounts payable and accrued liabilities, deposits and long term debt. Unless otherwise noted, it is management's opinion that the City is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying value, unless otherwise noted.

Inventory

The City holds consumable inventory which is recorded at the lower of cost and net realizable value. Cost is determined on a weighted average basis.

Tangible Capital Assets

Tangible capital assets are not available to discharge existing liabilities and are held for use in the provision of goods and services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Tangible capital assets are recorded at cost, net of capital asset disposals, write-downs and amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Buildings	20 to 70 years
Roads and Sidewalks	25 to 75 years
Machinery and Equipment	5 to 20 years
Water Infrastructure	50 to 100 years
Sewer Infrastructure	10 to 100 years
Electrical Infrastructure	20 to 50 years
Parks and Recreation Infrastructure	10 to 50 years
Vehicles	10 to 20 years
Furniture and Equipment	10 to 20 years
Computer Hardware and Software	4 to 10 years
Books and Library Materials	5 to 13 years

**THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2016**

Reserve for Future Expenditure

Reserves for future expenditure are non-statutory reserves which represent an appropriation of surplus for specific purposes. Transfers to reserves for future expenditure include funds to finance incomplete projects and accumulations for specific purposes.

Statutory Reserve Funds

The use of these funds is restricted by the Community Charter and associated Municipal Bylaws. Statutory reserve funds are funded 100% by cash and temporary investments.

Use of Estimates

The preparation of consolidated financial statements in accordance with Public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Adjustments, if any, will be reflected in the consolidated financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

Collection of Taxes on Behalf of Other Taxation Authorities

The City collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of entities are not reflected in these consolidated financial statements.

Contaminated Sites

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- a) An environmental standard exists
- b) Contamination exceeds the environmental standard
- c) The City is directly responsible or accepts responsibility for remediation
- d) It is expected that future economic benefits will be given up; and
- e) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

As at December 31, 2016 the City has no liability for contaminated sites.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016

1. Term Deposits

	<u>Maturity Date</u>	<u>Effective Interest Rate (%)</u>	<u>2016</u>	<u>2015</u>
Valley First		-	\$ 11,002,648	\$ -
Valley First	Jan 11, 2017	1.50	10,175,000	10,000,000
Valley First	May 1, 2017	1.40	5,038,003	5,000,000
Valley First	May 1, 2017	1.40	54,750	5,000,000
Valley First	Aug 12, 2017	1.75	10,000,000	5,000,000
Valley First	Aug 20, 2017	1.65	10,000,000	10,000,000
Valley First	Nov 2, 2017	1.65	10,000,000	10,828,910
Municipal Finance Authority		1.44	26,509,328	26,133,210
			<u>\$ 82,779,729</u>	<u>\$ 71,962,120</u>

2. Accounts Receivable

	<u>2016</u>	<u>2015</u>
Property Taxes	\$ 1,141,890	\$ 1,193,924
Other Receivables	1,888,393	1,803,875
Federal Government	222,024	223,911
Provincial Government	395,357	1,248,693
Regional District Okanagan Similkameen	1,725	125,039
Other Government Agencies	168,017	77,133
Utility Rates Receivable	3,528,303	3,354,863
Accrued Interest Receivable	308,944	388,661
Cemetery Trust Fund Receivable	46,153	49,375
	<u>\$ 7,700,806</u>	<u>\$ 8,465,474</u>

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

3. Development Cost Charges (DCC)

The City collects development cost charges to pay for a proportionate share of infrastructure related to new growth. In accordance with the Local Government Act of BC, these funds must be deposited into a separate reserve fund. When the related costs are incurred, the DCCs are recognized as revenue.

DCC by Type

	2016	2015
Roads DCC	\$ 1,025,489	\$ 737,443
Parks DCC	475,189	240,576
Drainage DCC	204,571	128,338
Waste Water DCC	5,736,922	4,665,411
Water DCC	2,832,903	2,243,494
	<u>10,275,074</u>	<u>8,015,262</u>

DCC Activity

Balance, Beginning of Year	8,015,262	8,172,499
Return on Investments	123,534	129,018
DCCs Levied in the Year	2,220,398	531,402
Transfers to General Operating	(84,120)	(817,657)
	<u>\$ 10,275,074</u>	<u>\$ 8,015,262</u>

4. Development Cost Charges

In 2010, Council adopted the Development Cost Charge Reduction Bylaw and the companion Economic Incentive Zone Bylaw. The purpose of these bylaws was to spur development in key areas of the City, promote sustainable development and promote the development of affordable rental housing. The bylaws also contain provisions to encourage high-end hotel development. These bylaws will reduce the value of development cost charges, building permit fees and municipal taxes received by The City of Penticton for eligible developments.

The DCC reductions and Economic Incentive tax exemption program have been implemented in accordance with the provisions of Section 933(1) of the Local Government Act and Section 226 of the Community Charter, respectively. In 2016 \$190,113 (2015 - \$87,183) of Economic Incentive tax exemptions were granted. In addition, Council approved \$22,193 (2015 - \$69,375) of DCC reductions in 2016.

5. Pension Liability

The City and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2016, the Plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local government.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan.

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

5. Pension Liability continued

The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for the average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent actuarial valuation as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis.

The City of Penticton paid \$1,849,912 (2015 - \$1,858,197) for employer contributions to the Plan in fiscal 2016.

The next valuation will be as at December 31, 2018 with results available in 2019.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

6. Contingent Liabilities

a. Regional District of Okanagan Similkameen

Under Section 836 of the Local Government Act, all monies borrowed by a Regional District, shall be upon its credit at large and shall, in the event of any default, constitute an indebtedness of the member municipalities for which they are jointly and severally liable. At December 31, 2016, the long term debt of the Regional District aggregated \$86,130,133 (2015 - \$94,685,222).

b. Legal Actions

As at December 31, 2016, certain legal actions are pending against the City as follows:

1. The City is aware of various liens registered against the City owned properties located at 903-969 Eckhardt Ave W. These liens were filed by various companies engaged by the third party purchaser of the same properties who subsequently defaulted on the purchase. These companies were not paid and they filed liens against the properties. Twelve liens were filed representing claims totaling \$2,111,921.90. Since then, and within the one year limitation period under the Builders Lien Act, five lien claimants had started legal actions against various parties, including the City, and filed certificates of pending litigation ("CPL") against the properties. One claimant has subsequently abandoned its lien claim and discontinued its action and another claimant reached a settlement. The remaining three claims remain alive with the value of these lien claims totaling \$663,851. It is unknown at this time the likely outcome; however, damages could reach \$66,000, which is 10% of the total claims still being advanced.
2. The City has been named a party to an action with respect to a claim made for interference with development rights. The Claimant may have a reasonable basis for a claim; however given the uncertainty of the amount and likelihood of the claim, no accrual has been recorded in regards to these costs.
3. That the City has been named a party to an action with respect to a claim made for deficiencies in design and construction. The Claimant may have a reasonable basis for a claim; and damages could reach in the range of \$300,000 to \$500,000, which is 10% of the total claims still being advanced.

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

6. Contingent Liabilities continued

c. General Contingencies

From time to time there are potential claims against the City for incidents which arise in the ordinary course of business. In the opinion of management and legal counsel, the outcomes of the claims are not determinable at this time and cannot be estimated. Should any loss result from the resolution of these claims, such loss will be charged to operations in the year of resolution.

7. Letters of Credit

In addition to the performance deposits reflected in the Consolidated Statement of Financial Position, the City is holding irrevocable Letters of Credit in the amount of \$2,185,630 which were received from depositors to ensure their performance of works to be undertaken within the City. These amounts are not reflected in the Consolidated Financial Statements but are available to satisfy liabilities arising from non-performance by the depositors.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016

8. Long Term Debt

Long term debt reported on the Consolidated Statement of Financial Position is comprised of the following:

	2016	2015
Long Term Debt	<u>\$ 43,113,226</u>	<u>\$ 48,914,779</u>

Principal repayments relating to long term debt of \$43,113,226 outstanding are due as follows (in thousands):

	2017	2018	2019	2020	2021	Thereafter
General Fund	\$ 3,233	\$ 1,985	\$ 1,059	\$ 1,042	\$ 1,043	\$ 14,883
Sewer Fund	575	545	539	539	539	8,716
Water Fund	422	422	422	422	422	6,305
	<u>\$ 4,230</u>	<u>\$ 2,952</u>	<u>\$ 2,020</u>	<u>\$ 2,003</u>	<u>\$ 2,004</u>	<u>\$ 29,904</u>

Long term debt is secured by the assets of the City. The Long Term Debt is held by the Municipal Finance Authority. The principal payments are invested by the Municipal Finance Authority into a Sinking Fund. The principal repayments are currently calculated at a rate of 4%. The 2016 earnings in the Sinking Fund were calculated to be \$1,536,896 and are included in Other Revenue on the Consolidated Statement of Operations.

9. Tangible Capital Assets

In 2016 the City of Penticton incurred \$17,405,903 of Capital Expenditures. The Tangible Capital Asset Policy requires that capital expenditures beneath a specified threshold are not capitalized. The total amount capitalized in accordance with the TCA Policy is \$11,939,201 for 2016. The amount of Capital purchases below the TCA threshold that were expensed within the Consolidated Statement of Operations were \$5,466,702.

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

9. Tangible Capital Assets continued

	Land	Building	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2016 Total
COST									
Opening Balance	\$ 48,433,058	\$ 163,265,759	\$ 36,255,075	\$ 50,274,463	\$ 52,860,867	\$ 72,143,119	\$ 80,497,549	\$ 1,492,298	\$ 505,222,188
Add: Additions	-	595,010	3,330,963	344,290	1,068,075	1,766,826	3,907,257	926,780	11,939,201
Add: Trsf to/from Construction in Progress	-	13,051	150,212	-	110,037	-	334,846	(608,146)	-
Add: Contributed Assets	-	80,796	-	-	-	-	-	-	80,796
Less: Disposals	-	-	488,673	-	-	-	-	-	488,673
Re-classification	-	-	659,112	-	-	-	-	(248,025)	411,087
	<u>48,433,058</u>	<u>163,954,616</u>	<u>39,906,689</u>	<u>50,618,753</u>	<u>54,038,979</u>	<u>73,909,945</u>	<u>84,739,652</u>	<u>1,562,907</u>	<u>517,164,599</u>
ACCUMULATED AMORTIZATION									
Opening Balance	-	61,742,536	24,324,874	8,399,814	17,726,280	32,274,934	43,792,741	-	188,261,179
Add: Amortization	-	4,771,924	2,027,673	1,043,051	832,646	2,155,828	2,613,170	-	13,444,292
Less: Acc Amortization on Disposals	-	-	462,954	-	-	-	-	-	462,954
Re-classification	-	-	(348,238)	-	-	-	-	-	(348,238)
	<u>-</u>	<u>66,514,460</u>	<u>26,237,831</u>	<u>9,442,865</u>	<u>18,558,926</u>	<u>34,430,762</u>	<u>46,405,911</u>	<u>-</u>	<u>201,590,755</u>
Net Book Value for Year Ended Dec. 31, 2016	<u>\$ 48,433,058</u>	<u>\$ 97,440,156</u>	<u>\$ 13,668,858</u>	<u>\$ 41,175,888</u>	<u>\$ 35,480,053</u>	<u>\$ 39,479,183</u>	<u>\$ 38,333,741</u>	<u>\$ 1,562,907</u>	<u>\$ 315,573,844</u>
	Land	Building	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2015 Total
COST									
Opening Balance	\$ 46,866,608	\$ 161,832,094	\$ 35,392,605	\$ 48,980,917	\$ 50,796,899	\$ 68,634,007	\$ 76,934,938	\$ 2,397,794	\$ 491,835,862
Add: Additions	1,566,450	2,651,897	753,115	1,184,883	2,063,968	3,575,820	3,505,204	1,286,675	16,588,012
Add: Trsf to/from Construction in Progress	-	30,716	243,083	108,663	-	-	57,407	(439,869)	-
Less: Disposals	-	1,248,948	133,728	-	-	66,708	-	-	1,449,384
Re-classification to Financial Assets	-	-	-	-	-	-	-	(1,752,302)	(1,752,302)
	<u>48,433,058</u>	<u>163,265,759</u>	<u>36,255,075</u>	<u>50,274,463</u>	<u>52,860,867</u>	<u>72,143,119</u>	<u>80,497,549</u>	<u>1,492,298</u>	<u>505,222,188</u>
ACCUMULATED AMORTIZATION									
Opening Balance	-	58,048,402	22,684,621	7,348,808	17,136,905	30,157,689	41,126,711	-	176,503,136
Add: Amortization	-	4,744,246	1,768,232	1,051,006	589,375	2,157,417	2,666,030	-	12,976,306
Less: Acc Amortization on Disposals	-	1,050,112	127,979	-	-	40,172	-	-	1,218,263
	<u>-</u>	<u>61,742,536</u>	<u>24,324,874</u>	<u>8,399,814</u>	<u>17,726,280</u>	<u>32,274,934</u>	<u>43,792,741</u>	<u>-</u>	<u>188,261,179</u>
Net Book Value for Year Ended Dec. 31, 2015	<u>\$ 48,433,058</u>	<u>\$ 101,523,223</u>	<u>\$ 11,930,201</u>	<u>\$ 41,874,649</u>	<u>\$ 35,134,587</u>	<u>\$ 39,868,185</u>	<u>\$ 36,704,808</u>	<u>\$ 1,492,298</u>	<u>\$ 316,961,009</u>

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

10. Reporting by Object

	2016	2015
Salaries and Benefits	\$ 24,507,639	\$ 21,661,772
Goods and Services	43,891,774	48,778,025
Interest	3,802,731	3,929,931
Amortization	13,444,293	12,976,306
Other Expenses	2,193,952	3,039,240
Vehicle & Equipment Maintenance	3,452,486	2,853,905
Policing Agreement	6,779,287	6,500,799
	<u>\$ 98,072,162</u>	<u>\$ 99,739,978</u>

11. Credit Facilities

a. Line of Credit

The City holds a \$5,000,000 line of credit with the Valley First Credit Union. This line of credit has a borrowing rate of prime and is secured by the Revenue Anticipation Borrowing Bylaw 2011 No. 5003.

As of December 31, 2016 there was no balance outstanding.

b. Bank Indebtedness

The City holds a \$4,230,000 EFT limit.

12. Municipal Finance Authority

Cash Deposits and Demand Notes - The City issues the majority of its debt instruments through the Municipal Finance Authority. As a condition of these borrowings, a portion of the debenture proceeds is withheld by the Municipal Finance Authority as a debt reserve fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the Municipal Finance Authority. These demand notes are contingent in nature.

Proceeds on loan requests are 98.40% of the gross amount of the loan. 1% is deducted by the MFA for security against loan default (this is held in trust by the MFA in its Debt Reserve Fund and will be refunded to clients, with interest, at loan expiry). The remaining 0.60% is deducted as an issue expense to cover the costs of administering the Debt Reserve Fund.

As at December 31, 2016 the Debt Reserve Fund demand note requirements were \$3,346,659 (2015 - \$3,399,305). In addition, cash deposits totaling \$1,162,303 (2015 - \$1,161,102) were held by the MFA.

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

13. Budget

The Financial Plan (Budget) Bylaw No. 2016-07 adopted by Council on March 7, 2016 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget figures anticipated use surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to Nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the statements of operations and change in net financial assets represent the Financial Plan adopted by Council with adjustments as follows:

	2016
Financial Plan (Budget) Bylaw surplus for the year	\$ -
Add:	
Transfer to Funds/Reserves	22,184,263
Debt Principal Repayments	4,283,308
Budgeted Capital Expenditures - General	10,873,710
Budgeted Capital Expenditures - Electric	3,532,786
Budgeted Capital Expenditures - Sewer	1,859,630
Budgeted Capital Expenditures - Water	3,755,000
Less:	
Budgeted Transfers from Surplus	22,920,924
Budget Surplus per Statement of Operations	\$ 23,567,773

14. Transfers From Other Governments

	2016	2015
Gas tax community works fund	\$ 1,439,404	\$ 1,392,510
Traffic fine revenue sharing	401,411	458,557
Okanagan Basin Water Board grants	215,822	219,201
The Freshwater Fisheries	-	170,000
BC Arts Council	20,000	20,000
Library	125,720	-
Miscellaneous	99,447	174,066
	\$ 2,301,804	\$ 2,434,334

15. Penticton Public Library

The establishment of a municipal public library in the City of Penticton Bylaw 2639 was passed December 8, 1969. The bylaw indicates that the City exercises significant influence over the Penticton Public Library and is required to fund its operations as per the Library Act. The Penticton Public Library assets as managed by the Library Board are recorded as assets of the City. The operations of the Penticton Public Library have been wholly consolidated by the City as at December 31, 2016.

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

16. Segmented Information

The City is a diversified municipal government institution that provides a wide range of services to its citizens such as transit, police, fire, water and electricity. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government Services

This segment includes all of the revenues and expenses that relate to the operations of the City itself and cannot be directly attributed to one of the other specific segments.

Protective Services

Protection is comprised of police services and fire protection. The police services work to ensure the safety and protection of the citizens and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education.

Transportation Services

Transportation is responsible for providing the City's transit services.

Environmental Health Services

Environmental services consists of providing waste disposal to citizens.

Public Health and Safety

Health services are comprised of public health services which works to improve the overall health of the population and overcome health inequalities by providing services to individuals and communities.

Environmental Development Services

This segment includes city planning, maintenance and enforcement of building and construction codes and review of all property development plans through its application process.

Recreation and Culture

This segment provides services meant to improve health and development of the City's citizens. Recreational programs and cultural programs like swimming and skating lessons are provided at the arenas, the aquatic centre and the community centre. Also, the City provides library services to assist with its citizens' informational needs and a museum that houses collections and artifacts.

Electrical Supply

This segment includes all of the operating activities related to the supply of the City's electricity.

Sewer System Utility

This segment includes all of the operating activities related to the collection and treatment of wastewater (sewage) throughout the City.

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2016**

16. Segmented Information continued

Water Utility Services

This segment includes all of the operating activities related to the treatment and distribution of water throughout the City.

**THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2016**

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Supply	Sewer System Utility	Water Utility Services	2016 Total
REVENUE											
Taxation	\$ 29,111,741	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,373,636	\$ -	\$ 30,485,377
Sales of Services	2,657,309	997,297	1,288,925	2,464,088	363,357	113,686	2,231,071	39,647,109	4,625,517	8,153,476	62,541,835
Government Grants and Transfers	1,939,262	-	1,000	-	-	-	145,720	-	215,822	-	2,301,804
Other Revenue	10,650,566	55,780	-	-	-	8,500	1,019,211	13,800	-	-	11,747,857
Other Contributions	119,053	-	544,282	-	-	-	71,486	590,070	47,712	249,242	1,621,845
Gain (loss) on Disposal	10,436	-	28,355	-	-	-	-	-	-	-	38,791
Contributed Asset	80,796	-	-	-	-	-	-	-	-	-	80,796
	<u>44,569,163</u>	<u>1,053,077</u>	<u>1,862,562</u>	<u>2,464,088</u>	<u>363,357</u>	<u>122,186</u>	<u>3,467,488</u>	<u>40,250,979</u>	<u>6,262,687</u>	<u>8,402,718</u>	<u>108,818,305</u>
EXPENDITURE											
Salaries and Benefits	4,619,001	7,112,206	1,229,617	102,174	39,410	1,470,080	5,374,197	1,715,290	1,349,195	1,496,469	24,507,639
Goods and Services	2,743,400	734,360	3,500,069	1,394,320	217,779	1,222,250	4,508,140	26,988,679	1,372,054	1,210,723	43,891,774
Interest	(42,147)	84,000	174,478	-	-	-	2,236,253	-	758,021	592,126	3,802,731
Amortization	7,465,548	-	1,947,220	-	-	-	-	2,155,828	1,043,051	832,646	13,444,293
Other Expenses	1,577,029	1,049	737	66	-	581,242	29,273	4,546	-	10	2,193,952
Vehicle & Equipment Maintenance	330,470	102,315	1,737,696	5,847	6,498	1,998	583,438	162,930	336,348	184,946	3,452,486
Policing Agreement	-	6,779,287	-	-	-	-	-	-	-	-	6,779,287
	<u>16,693,301</u>	<u>14,813,217</u>	<u>8,589,817</u>	<u>1,502,407</u>	<u>263,687</u>	<u>3,275,570</u>	<u>12,731,301</u>	<u>31,027,273</u>	<u>4,858,669</u>	<u>4,316,920</u>	<u>98,072,162</u>
Excess (Deficiency) of Revenues Over Expenditures											
	<u>\$ 27,875,862</u>	<u>\$(13,760,140)</u>	<u>\$ (6,727,255)</u>	<u>\$ 961,681</u>	<u>\$ 99,670</u>	<u>\$ (3,153,384)</u>	<u>\$ (9,263,813)</u>	<u>\$ 9,223,706</u>	<u>\$ 1,404,018</u>	<u>\$ 4,085,798</u>	<u>\$ 10,746,143</u>

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2015**

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Supply	Sewer System Utility	Water Utility Services	2015 Total
REVENUE											
Taxation	\$ 27,060,066	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,376,284	\$ -	\$ 28,436,350
Sales of Services	2,579,749	921,649	1,184,787	2,462,443	279,413	87,264	1,970,316	39,268,074	4,415,792	6,942,237	60,111,724
Government Grants and Transfers	1,949,633	-	170,000	-	-	1,000	94,500	-	219,201	-	2,434,334
Other Revenue	10,900,018	16,106	-	-	-	18,950	369,507	13,746	-	-	11,318,327
Other Contributions	98,306	-	1,437,975	-	-	-	-	336,362	47,606	180,057	2,100,306
Gain (loss) on Disposal	(183,419)	-	81,917	-	-	-	-	(26,537)	-	-	(128,039)
	<u>42,404,353</u>	<u>937,755</u>	<u>2,874,679</u>	<u>2,462,443</u>	<u>279,413</u>	<u>107,214</u>	<u>2,434,323</u>	<u>39,591,645</u>	<u>6,058,883</u>	<u>7,122,294</u>	<u>104,273,002</u>
EXPENDITURE											
Salaries and Benefits	4,213,830	6,348,560	1,272,559	48,474	25,414	1,065,242	4,274,345	1,684,633	1,323,135	1,405,580	21,661,772
Goods and Services	2,982,465	781,395	2,973,131	1,396,100	172,177	1,562,928	3,894,810	32,040,038	1,666,977	1,308,004	48,778,025
Interest	(47,273)	84,000	174,478	-	-	-	2,253,422	-	767,614	697,690	3,929,931
Amortization	6,512,478	-	2,666,030	-	-	-	-	2,157,417	1,051,006	589,375	12,976,306
Other Expenses	1,234,456	48,370	13,425	424	13	538,281	1,048,968	154,607	-	696	3,039,240
Vehicle & Equipment Maintenance	268,234	304,853	1,250,936	1,530	3,392	2,139	381,524	167,913	311,955	161,429	2,853,905
Policing Agreement	-	6,500,799	-	-	-	-	-	-	-	-	6,500,799
	<u>15,164,190</u>	<u>14,067,977</u>	<u>8,350,559</u>	<u>1,446,528</u>	<u>200,996</u>	<u>3,168,590</u>	<u>11,853,069</u>	<u>36,204,608</u>	<u>5,120,687</u>	<u>4,162,774</u>	<u>99,739,978</u>
Excess (Deficiency) of Revenues Over Expenditures											
	<u>\$ 27,240,163</u>	<u>\$(13,130,222)</u>	<u>\$ (5,475,880)</u>	<u>\$ 1,015,915</u>	<u>\$ 78,417</u>	<u>\$ (3,061,376)</u>	<u>\$ (9,418,746)</u>	<u>\$ 3,387,037</u>	<u>\$ 938,196</u>	<u>\$ 2,959,520</u>	<u>\$ 4,533,024</u>

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)**

	2016 Budget	2016	2015
Revenue			
Taxation	\$ 28,985,570	\$ 29,111,741	\$ 27,060,066
Sales of Services	13,706,723	14,760,623	14,020,575
Government Grants and Transfers	1,822,709	2,085,983	2,215,133
Transfer From Other Funds/Reserves	3,327,789	6,729,667	6,148,738
Other Revenue	8,626,559	11,734,057	11,304,581
Other Contributions	175,768	734,820	1,536,281
Sale of Assets	30,000	38,791	(101,502)
Collections For other Governments	20,562,109	20,489,113	20,512,044
	<u>77,237,227</u>	<u>85,684,795</u>	<u>82,695,916</u>
Expenditure			
Salaries and Benefits	17,411,732	20,606,616	17,800,006
Goods and Services	11,829,445	15,236,940	14,590,379
Interest	2,511,671	2,452,585	2,464,627
Principal Payments	3,231,189	3,231,187	3,226,442
Other Expenses	3,610,035	2,189,395	2,883,937
Vehicle & Equipment Maintenance	2,768,516	2,768,262	2,212,607
Policing Agreement	7,008,363	6,779,287	6,500,799
Transfer to Other Funds/Reserves	8,039,229	11,415,232	12,445,249
Transfers to Other Governments	20,562,109	20,506,789	20,498,735
	<u>76,972,289</u>	<u>85,186,293</u>	<u>82,622,781</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>264,938</u>	<u>498,502</u>	<u>73,135</u>
CHANGE IN FUND BALANCES	264,938	498,502	73,135
FUND BALANCES, BEGINNING OF YEAR	5,213,235	5,213,235	5,140,100
FUND BALANCES, END OF YEAR	<u>\$ 5,478,173</u>	<u>\$ 5,711,737</u>	<u>\$ 5,213,235</u>

**THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)**

	2016	2015
Balance, Beginning of Year	\$ 12,474,200	\$ 15,312,112
Add		
Transfers from:		
Revenue Funds	2,998,632	2,256,938
Interest Earned	153,470	215,400
Deduct		
Transfers to:		
Capital Funds	4,810,374	5,247,643
Revenue Funds	-	62,607
	<u>\$10,815,928</u>	<u>\$ 12,474,200</u>

STATUTORY RESERVE FUND BALANCES

Equipment Replacement Reserve Fund	3,490,375	3,108,609
Tax Sale Lands Reserve Fund	7,460	7,360
Capital Reserve Fund	165,784	2,023,783
Land Acquisition Reserve	1,892,984	-
Local Improvement	1,196,360	1,420,502
Off-Site Parking Reserve Fund	120,899	119,277
Community Works Reserve Fund	915,595	3,142,551
Public Amenity Reserve	74,653	238,313
Affordable Housing Reserve	166,901	-
Alternative Transportation Reserve	52,082	15,625
Asset Sustainability	302,040	-
Water Capital Reserve Fund	892,803	880,824
Sewer Capital Reserve Fund	536,025	528,833
Electric Capital Reserve Fund	1,001,967	988,523
	<u>10,815,928</u>	<u>12,474,200</u>
Balance, End of Year	<u>\$10,815,928</u>	<u>\$ 12,474,200</u>

**THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)**

	Balance, Beginning of Year	Transfer from General Revenue Fund	Interest Earned	Transfer to General Capital Fund	Transfer to Sewer Capital Fund	Inter-reserve Transfers	2016 Total
Reserve							
Equipment Replacement	\$ 3,108,609	\$ 1,108,355	\$ 44,570	\$ (771,159)	\$ -	\$ -	\$ 3,490,375
Tax Sale Lands	7,360	-	100	-	-	-	7,460
Capital	2,023,783	-	14,899	-	-	(1,872,898)	165,784
Land Acquisition	-	7,350	12,736	-	-	1,872,898	1,892,984
Local Improvement	1,420,502	107,523	13,781	(325,553)	(19,893)	-	1,196,360
Off-Street Parking	119,277	-	1,622	-	-	-	120,899
Community Works	3,142,551	1,439,404	27,409	(3,693,769)	-	-	915,595
Public Amenity	238,313	-	2,114	-	-	(165,774)	74,653
Affordable Housing	-	-	1,127	-	-	165,774	166,901
Alternative Transportation	15,625	36,000	457	-	-	-	52,082
Asset Sustainability	-	300,000	2,040	-	-	-	302,040
Water Capital	880,824	-	11,979	-	-	-	892,803
Sewer Capital	528,833	-	7,192	-	-	-	536,025
Electric Capital	988,523	-	13,444	-	-	-	1,001,967
	\$ 12,474,200	\$ 2,998,632	\$ 153,470	\$ (4,790,481)	\$ (19,893)	\$ -	\$ 10,815,928

THE CITY OF PENTICTON
RESERVES
STATEMENT OF CHANGE IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)

	Balance, Beginning of Year	Transfer From Funds	Transfer To Funds	Interest	Inter-reserve Transfers	2016 Total
Non-Statutory						
Asset Emergency	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
Building Permit Stabilization	100,000	-	-	-	-	100,000
Carbon Tax Credit Reserve	152,421	-	-	-	-	152,421
Cemetery Land	133,000	-	-	-	-	133,000
Climate Action	88,327	42,920	-	-	-	131,247
Election	23,797	23,803	-	-	-	47,599
Electric Surplus	10,146,400	4,354,532	-	-	-	14,500,932
Gaming	6,045,785	4,563,630	(3,258,882)	-	-	7,350,533
General Surplus	5,213,235	498,502	-	-	-	5,711,737
Infrastructure	400,000	-	-	-	-	400,000
Investment Income	1,369,942	-	-	-	(396,507) *	973,435
Liability Insurance	250,001	-	-	-	-	250,001
Marinas	459,383	30,298	-	-	-	489,681
Multi-Material BC	777,961	467,109	(1,641,576)	-	396,507 *	0
Northgate	52,000	-	-	-	-	52,000
Parking & Revitalization	51,765	-	-	-	-	51,765
Public Art	12,011	25,000	(2,000)	-	-	35,011
Rate Stabilization	200,000	-	-	-	-	200,000
RCMP	254,942	105,057	-	-	-	359,999
Sewer Equipment Replacement	-	108,022	-	-	-	108,022
Sewer Surplus	5,542,676	1,358,713	-	-	-	6,901,389
Snow Clearing Stabilization	75,000	-	-	-	-	75,000
Special Events Site	21,166	-	-	-	-	21,166
Water Surplus	1,261,931	2,651,331	-	-	-	3,913,262
West Bench Capital	1,185,185	-	-	-	-	1,185,185
West Bench Water	1,801,728	-	(78,336)	-	-	1,723,392
Wine/Info	13,150	-	-	-	-	13,150
	<u>36,431,805</u>	<u>14,228,916</u>	<u>(4,980,794)</u>	<u>-</u>	<u>-</u>	<u>45,679,926</u>
Statutory	12,474,200	2,998,632	(4,810,374)	153,470	-	10,815,928
DCC	<u>8,015,262</u>	<u>2,220,398</u>	<u>(84,120)</u>	<u>123,534</u>	<u>-</u>	<u>10,275,074</u>
	<u>\$ 56,921,267</u>	<u>\$ 19,447,946</u>	<u>(9,875,288)</u>	<u>\$ 277,004</u>	<u>\$ -</u>	<u>\$ 66,770,928</u>

* inter-reserve loan to be repaid in 2017

**THE CITY OF PENTICTON
SEWER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)**

	2016 Budget	2016	2015
Revenue			
Taxation	\$ 1,348,200	\$ 1,373,636	\$ 1,376,284
Sales of Services	4,587,283	4,625,517	4,415,792
Government Grants and Transfers	215,500	215,822	219,201
Transfer From Other Funds/Reserves	-	2,156,826	4,907,995
	<u>6,150,983</u>	<u>8,371,801</u>	<u>10,919,272</u>
Expenditure			
Salaries and Benefits	1,611,889	1,349,195	1,323,135
Goods and Services	1,267,526	1,837,641	2,081,738
Interest	773,830	758,021	767,614
Principal Payments	584,381	575,057	575,057
Vehicle & Equipment Maintenance	374,250	336,348	311,955
Transfer to Other Funds/Reserves	1,550,765	2,156,826	6,538,959
	<u>6,162,641</u>	<u>7,013,088</u>	<u>11,598,458</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(11,658)</u>	<u>1,358,713</u>	<u>(679,186)</u>
CHANGE IN FUND BALANCES	(11,658)	1,358,713	(679,186)
FUND BALANCES, BEGINNING OF YEAR	5,542,676	5,542,676	6,221,862
FUND BALANCES, END OF YEAR	<u>\$ 5,531,018</u>	<u>\$ 6,901,389</u>	<u>\$ 5,542,676</u>

**THE CITY OF PENTICTON
WATER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)**

	2016 Budget	2016	2015
Revenue			
Sales of Services	\$ 7,165,766	\$ 8,153,476	\$ 6,942,237
Government Grants and Transfers	933,333	-	-
Transfer From Other Funds/Reserves	466,667	1,352,716	1,138,368
	<u>8,565,766</u>	<u>9,506,192</u>	<u>8,080,605</u>
Expenditure			
Salaries and Benefits	1,622,490	1,496,469	1,405,579
Goods and Services	1,332,997	1,754,094	1,810,541
Interest	591,951	592,126	697,690
Principal Payments	467,738	458,414	549,141
Vehicle & Equipment Maintenance	246,650	184,946	161,429
Transfer to Other Funds/Reserves	4,305,715	2,368,812	4,307,574
	<u>8,567,541</u>	<u>6,854,861</u>	<u>8,931,954</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(1,775)</u>	<u>2,651,331</u>	<u>(851,349)</u>
CHANGE IN FUND BALANCES	(1,775)	2,651,331	(851,349)
FUND BALANCES, BEGINNING OF YEAR	1,261,931	1,261,931	2,113,280
FUND BALANCES, END OF YEAR	<u>\$ 1,260,156</u>	<u>\$ 3,913,262</u>	<u>\$ 1,261,931</u>

**THE CITY OF PENTICTON
ELECTRIC REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)**

	2016 Budget	2016	2015
Revenue			
Sales of Services	\$ 40,960,152	\$ 39,647,110	\$ 39,268,074
Other Revenue	7,000	13,800	13,746
Transfer From Other Funds/Reserves	-	1,362,733	6,676,682
	<u>40,967,152</u>	<u>41,023,643</u>	<u>45,958,502</u>
Expenditure			
Salaries and Benefits	1,529,257	1,715,290	1,684,633
Goods and Services	31,152,350	29,048,758	34,278,742
Vehicle & Equipment Maintenance	161,994	162,930	167,913
Transfer to Other Funds/Reserves	8,060,071	5,742,133	9,866,982
	<u>40,903,672</u>	<u>36,669,111</u>	<u>45,998,270</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>63,480</u>	<u>4,354,532</u>	<u>(39,768)</u>
CHANGE IN FUND BALANCES	63,480	4,354,532	(39,768)
FUND BALANCES, BEGINNING OF YEAR	10,146,400	10,146,400	10,186,168
FUND BALANCES, END OF YEAR	<u>\$ 10,209,880</u>	<u>\$ 14,500,932</u>	<u>\$ 10,146,400</u>

THE CITY OF PENTICTON
DEBT ISSUED AND OUTSTANDING
DECEMBER 31, 2016
(UNAUDITED)

LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	2016 Payments	
										Interest	Principal
General Fund											
9925	20005	72	12-Apr-00	RCMP Building	\$ 2,500,000	\$ 700,906	20	2020	2.100	\$ 52,500	\$ 82,873
9925	20046	73	07-Nov-00	RCMP Building	1,500,000	420,544	20	2020	2.100	31,500	49,725
2003-15	2268	81	22-Apr-04	Storm Sewer	337,500	175,036	20	2024	2.400	8,100	10,207
2004-16	859-2004	85	25-Oct-04	Parks-Land Acquisition	1,680,000	871,290	20	2024	2.000	33,600	50,808
2004-18	859/2004	85	25-Oct-04	Road Works-S. Main St.	195,000	101,132	20	2024	2.000	3,900	5,897
2004-19	859/2004	85	25-Oct-04	Road Design-Main St.	150,000	77,794	20	2024	2.000	3,000	4,536
2004-20	859/2004	85	25-Oct-04	Integrated Waterfront	550,000	285,244	20	2024	2.000	11,000	16,633
2004-21	859/2004	85	25-Oct-04	Youth Park	50,000	25,931	20	2024	2.000	1,000	1,512
2004-11	1108/2004	93	06-Apr-05	Wine Information Centre	800,000	410,013	20	2025	5.100	21,933	40,083
2004-20	1108-2004	93	06-Apr-05	Integrated Waterfront	520,000	266,509	20	2025	5.100	14,256	26,054
2004-21	614/2005	95	13-Oct-05	Youth Park	150,000	81,891	20	2025	1.800	2,700	5,514
2005-18	615/2005	95	13-Oct-05	Integrated Waterfront	825,000	450,401	20	2025	1.800	14,850	30,328
2006-15	17/17/2006	99	07-Nov-06	Road Works-Fairview/Ind	1,595,000	951,918	20	2026	4.430	70,659	53,563
2006-17	17/17/2006	99	07-Nov-06	Sportsfields	3,200,000	1,909,805	20	2026	4.430	141,760	107,462
2006-18	273-2007	102	27-Mar-07	Queens Park Site Serv	7,000,000	829,843	10	2017	4.820	337,400	583,037
2006-33	273/2007	102	02-Nov-07	Integrated Waterfront '06	350,000	225,614	20	2027	4.820	16,870	11,754
2006-39	273/2007	102	02-Nov-07	S Okanagan Event Ctre	8,000,000	948,392	10	2017	4.820	385,600	666,328
2006-76	024/2008	103	23-Apr-08	Wellness Centre	3,000,000	2,071,710	20	2028	4.650	139,500	100,745
2006-39	333/2008	104	20-Nov-08	S Okanagan Event Cntr	10,000,000	2,325,384	10	2018	5.150	515,000	832,909
2007-41	333/2008	104	20-Nov-08	Cemetery-Columbarium	2,500,000	1,726,425	20	2028	5.150	128,750	83,954
2007-52	333/2008	104	20-Nov-08	Indoor Soccer Facility	1,000,000	690,570	20	2028	5.150	51,500	33,582
2007-57	333/2008	104	20-Nov-08	Integrated Waterfront	530,000	366,002	20	2028	5.150	27,295	17,798
2007-60	333/2008	104	20-Nov-08	PIDA	1,140,000	265,094	10	2018	5.150	58,710	94,952
2007-60	157-2009	105	21-Apr-09	PIDA	231,344	79,153	10	2019	4.900	11,336	19,269
2007-52	638/2009	106	13-Oct-09	Indoor Soccer Facility	415,000	304,926	20	2029	4.130	17,140	13,936
2007-52	15/30/2010	110	08-Apr-10	Indoor Soccer Ph2	586,000	455,470	20	2030	4.500	26,370	19,679
2009-14	15/30/2010	110	08-Apr-10	Pool Upgrades	7,400,000	5,751,674	20	2030	4.500	333,000	248,505
2007-52	B25/2011	116	04-Apr-11	Indoor Soccer Facility	135,000	110,445	20	2031	4.200	5,670	4,534
2009-43	B25/2011	116	04-Apr-11	Road Wrks-Smythe Dr	447,000	365,695	20	2031	4.200	18,774	15,011
					56,786,844	23,244,811					
										2,483,673	3,231,188

**THE CITY OF PENTICTON
DEBT ISSUED AND OUTSTANDING
DECEMBER 31, 2016
(UNAUDITED)**

										2016 Payments	
LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	Interest	Principal
Water Fund											
92110	96-08	63	01-Jun-96	Water Treatment Plant	1,200,000	-	20	2016	3.000	18,000	36,291
2006-07	17/07/2006	99	07-Nov-06	Naramata Rd. Upgrade	4,670,000	2,787,121	20	2026	4.430	206,881	156,827
2007-83	333/2008	104	20-Nov-08	Water Filtration Plant	4,000,000	2,762,281	20	2028	5.150	206,000	134,327
2007-83	638/2009	106	13-Oct-09	Water Filtration Plant	3,900,000	2,865,570	20	2029	4.130	161,070	130,969
					13,770,000	8,414,972				591,951	458,414
Sewer Fund											
2006-61	273/2007	102	02-Nov-07	Septage Handling Facility	1,050,000	676,842	20	2027	4.820	50,610	35,261
2008-10	333-2008	104	02-Nov-07	Sewer System Upgrade	8,000,000	5,524,561	20	2028	5.150	412,000	268,654
2007-60	333/2008	104	20-Nov-08	PIDA	360,000	83,714	10	2018	5.150	18,540	29,985
2007-60	157/2009	105	21-Apr-09	PIDA	73,056	24,996	10	2018	4.900	3,580	6,085
2008-10	638-2009	106	13-Oct-09	Sewer Plant Expansion	7,000,000	5,143,330	20	2029	4.130	289,100	235,072
					16,483,056	11,453,443				773,830	575,057
					\$ 87,039,900	\$ 43,113,226				\$ 3,849,454	\$ 4,264,659

**THE CITY OF PENTICTON
CEMETERY PERPETUAL TRUST FUND
STATEMENT OF FINANCIAL POSITION
YEAR ENDED DECEMBER 31, 2016
(UNAUDITED)**

ASSETS

Bank Term Deposits

Less:

Due To General Revenue Fund

SURPLUS

Balance, Beginning of Year

Add:

Care Fund Contributions

Interest Earned

Deduct:

Cemetery Maintenance

Balance, End of Year

2016	2015
\$ 993,552	\$ 971,154
46,153	49,375
<u>\$ 947,399</u>	<u>\$ 921,779</u>
\$ 921,779	\$ 903,893
33,220	30,686
22,400	17,200
<u>55,620</u>	<u>47,886</u>
30,000	30,000
<u>\$ 947,399</u>	<u>\$ 921,779</u>

2016 Permissive Tax Exemptions		
Name of Applicant	Civic Address	2016 (General) Tax Foregone
Cheers the Church	639 Main St	\$5,369
Christian Science Society	608 Winnipeg St	\$1,200
Church of Jesus Christ of Latter Day Saints	2946 South Main St	\$5,269
Church of the Nazarene	523 Jermyn Ave	\$2,936
Concordia Lutheran Church	2800 South Main St	\$4,901
Governing Council of the Salvation Army Corps 344	2469 South Main St	\$3,830
Grace Mennonite Brethren Church	74 Penticton Ave	\$1,567
Green Mountain Christian Congregation of Jehovah's Witnesses	52 Roy Ave	\$3,381
Hellenic Community Society of Penticton	1265 Fairview Rd	\$2,650
Oasis United Church	2964 Skaha Lake Rd	\$12,539
Our Redeemer Lutheran Church of Penticton, BC	1370 Church St	\$1,615
Penticton Alliance Church	197 Bandon Ave	\$3,839
Penticton Bethel Pentecostal Tabernacle	65 Preston Ave	\$1,866
Penticton Bethel Pentecostal Tabernacle	973 Main St	\$3,596
Penticton Bethel Pentecostal Tabernacle	945 Main St	\$6,460
Penticton First Baptist Church	1498 Government St	\$5,005
Penticton Free Presbyterian Church	120 Preston Ave	\$2,717
Penticton New Beginnings Christian Fellowship	96 Edmonton Ave	\$833
Penticton Sikh Temple & Indian Cultural Society	3290 South Main St	\$5,573
Penticton United Church	696 Main St	\$3,062
Penticton Vineyard Community Church	1825 Main St	\$9,906
Roman Catholic Bishop of Nelson (St. Anne's)	1296 Main St	\$5,934
Seventh-day Adventist Church	290 Warren Ave W	\$4,270
St. Andrew's Presbyterian Church	397 Martin St	\$1,278
St. Andrew's Presbyterian Church	157 Wade Ave W	\$2,143
St. John Vianney Church	361 Wade Ave W	\$2,684
St. Saviour's Anglican Church	150 Orchard Ave	\$4,451
Victory Church of Penticton	352 Winnipeg St	\$1,707
Holy Cross School	1299 Manitoba St	\$3,140
Penticton Christian School Society	1060 Main St	\$723
Affordable Living for Today Society	245 Warren Ave W	\$3,422
Army, Navy & Air Force Veterans in Canada, Unit 97	257 Brunswick St	\$1,482
Care Closet	574 Main St	\$1,811
Good Samaritan Canada (A Lutheran Social Service Organization)	270 Hastings Ave	\$55,831
LUSO Canadian Multicultural Society of Penticton	135 Winnipeg St	\$1,996
Okanagan Boys & Girls Club	1295 Manitoba St	\$4,687
Ooknakane Friendship Centre	146 Ellis St	\$4,333
Penticton & District Community Arts Council	220 Manor Park Ave	\$9,702
Penticton & District Community Resources Society	470 Edmonton Ave	\$2,678
Penticton & District Community Resources Society	500 Edmonton Ave	\$969
Penticton & District Community Resources Society	2434 Baskin St	\$949
Penticton & District Community Resources Society	2450 Baskin St	\$952
Penticton & District Community Resources Society	150 McPherson Cres	\$2,452
Penticton & District Community Resources Society	154 McPherson Cres	\$2,452
Penticton & District Community Resources Society	330 Ellis St	\$9,924
Penticton & District Community Resources Society	1160 Commercial Way	\$2,545
Penticton & District Emergency Program Society	251 Dawson Ave	\$1,182
Penticton & District Hospice Society	129 Nanaimo Ave W	\$3,213
Penticton & District Society for Community Living	453 Winnipeg St	\$12,074
Penticton & District Society for Community Living	252 Conklin Ave	\$1,888
Penticton & District Society for Community Living	180 Industrial Ave W	\$12,178

Penticton & District Society for Community Living	393 Winnipeg St	\$1,876
Penticton & District Society for Community Living	234 Van Horne St	\$2,381
Penticton Art Gallery	199 Marina Way	\$16,963
Penticton Community Garden Society	480 Vancouver Ave	\$1,849
Penticton Curling Club	505 Veas Dr	\$11,403
Penticton Early Childhood Education Society	#104-550 Carmi Ave	\$1,397
Penticton Elks Lodge 51	343 Ellis St	\$4,438
Penticton Golf & Country Club	600 Comox St	\$8,840
Penticton Golf & Country Club	852 Eckhardt Ave W	\$14,248
Penticton Horseshoe Pitchers Club	2905 South Main St	\$719
Penticton Kinsmen Disability Resource Centre Society	216 Hastings Ave	\$6,677
Penticton Kiwanis Housing Society	#101-150 Van Horne St	\$744
Penticton Kiwanis Housing Society	#103-150 Van Horne St	\$627
Penticton Kiwanis Housing Society	#105-150 Van Horne St	\$627
Penticton Kiwanis Housing Society	#113-150 Van Horne St	\$627
Penticton Kiwanis Housing Society	#115-150 Van Horne St	\$750
Penticton Kiwanis Housing Society	#112-150 Van Horne St	\$739
Penticton Kiwanis Housing Society	#104-150 Van Horne St	\$625
Penticton Kiwanis Housing Society	#102-150 Van Horne St	\$739
Penticton Kiwanis Housing Society	#201-150 Van Horne St	\$749
Penticton Kiwanis Housing Society	#209-150 Van Horne St	\$631
Penticton Kiwanis Housing Society	#211-150 Van Horne St	\$631
Penticton Kiwanis Housing Society	#213-150 Van Horne St	\$631
Penticton Kiwanis Housing Society	#215-150 Van Horne St	\$754
Penticton Kiwanis Housing Society	#214-150 Van Horne St	\$744
Penticton Kiwanis Housing Society	#212-150 Van Horne St	\$633
Penticton Kiwanis Housing Society	#210-150 Van Horne St	\$631
Penticton Kiwanis Housing Society	#204-150 Van Horne St	\$628
Penticton Kiwanis Housing Society	#202-150 Van Horne St	\$744
Penticton Kiwanis Housing Society	#301-150 Van Horne St	\$749
Penticton Kiwanis Housing Society	#315-150 Van Horne St	\$754
Penticton Kiwanis Housing Society	#314-150 Van Horne St	\$744
Penticton Kiwanis Housing Society	#312-150 Van Horne St	\$633
Penticton Kiwanis Housing Society	#310-150 Van Horne St	\$631
Penticton Kiwanis Housing Society	#308-150 Van Horne St	\$727
Penticton Kiwanis Housing Society	#304-150 Van Horne St	\$628
Penticton Kiwanis Housing Society	#302-150 Van Horne St	\$744
Penticton Kiwanis Housing Society	#401-150 Van Horne St	\$749
Penticton Kiwanis Housing Society	#413-150 Van Horne St	\$631
Penticton Kiwanis Housing Society	#415-150 Van Horne St	\$754
Penticton Kiwanis Housing Society	#414-150 Van Horne St	\$744
Penticton Kiwanis Housing Society	#412-150 Van Horne St	\$633
Penticton Kiwanis Housing Society	#410-150 Van Horne St	\$631
Penticton Kiwanis Housing Society	#408-150 Van Horne St	\$727
Penticton Kiwanis Housing Society	#406-150 Van Horne St	\$628
Penticton Kiwanis Housing Society	#404-150 Van Horne St	\$628
Penticton Kiwanis Housing Society	#402-150 Van Horne St	\$744
Penticton Lawn Bowling Club	260 Brunswick St	\$4,815
Penticton Masonic Building Association	416 Westminsert Ave W	\$1,775
Penticton Safety Village	490 Edmonton Ave	\$3,998
Penticton Seniors Drop-In Centre	2905 South Main St	\$2,289
Penticton Tennis Club	675 Marina Way	\$3,022
Roman Catholic Bishop of Nelson for Birthright of Penticton Society	200 Bennett Ave	\$1,461

Roman Catholic Bishop of Nelson for Penticton Recovery Resource Society	397 Wade Ave W	\$1,661
Royal Canadian Legion #40	502 Martin St	\$4,810
S.S. Sicamous Restoration Society	1175 Lakeshore Dr W	\$4,023
S.S. Sicamous Restoration Society	1101 Lakeshore Dr W	\$1,946
S.S. Sicamous Restoration Society	1099 Lakeshore Dr W	\$10,279
South Okanagan Similkameen Medical Foundation	1748 Camrose St	\$4,444
South Okanagan Similkameen Medical Foundation	1802 Camrose St	\$3,102
South Okanagan Women in Need Society	Not Disclosed	\$3,112
The B.C. Society for the Prevention of Cruelty to Animals	2200 Dartmouth Dr	\$12,310
Fraternal Order of Eagles Aerie 4281	1197 Main St	\$2,855
Governing Council of the Salvation Army Corps 344	2399 South Main St	\$8,862
Governing Council of the Salvation Army Corps 344	318 Ellis St	\$3,484
Penticton & District Minor Hockey Association	325 Power St	\$2,670
South Okanagan Similkameen Brain Injury Society	742 Argyle St	\$1,791
South Okanagan Similkameen Brain Injury Society	332 Eckhardt Ave W	\$2,007
2017 Estimated Total Permissive Tax Exemptions:		\$431,404

2016 Revitalization Tax Exemptions

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Folio	Civic	Registered Owner	Applicable Bylaw	2016 Municipal Taxes Exempted ACTUAL
04260-100	1050 Eckhardt Avenue West	PENTICTON COURTYARD INN LTD	2010-10	\$0.00
04774-000	218 Main Street	HO'S ENTERPRISES LTD	2010-10	\$2,616.55
06033-000	146 Ellis Street	L & T INVESTMENTS INC	2011-56	\$0.00
07478-100	101 Rosetown Avenue	WABRAKO HOLDINGS LTD	2010-10	\$3,233.94
07530-525	1900 Camrose St. 300 Okanagan Ave. E.	MULLER NYSTROM HOLDINGS LTD	2010-10	\$4,457.96
07601-500	1195 Commercial Way	WISEWORTH HOLDINGS LTD	2011-56	\$2,608.01
07658-025	662 Okanagan Avenue East	NOR-MAR INDUSTRIES LTD	2010-10	\$11,903.33
04895-020	250 Winnipeg Street	CHURCHILL IRON PLAZA PENTICTON INC	2011-56	\$40,057.93
01162-480	275 Waterloo Avenue	TSL CONAILL HOLDINGS LTD	2012-5028	\$3,741.63
01459-005	1690 Fairview Road	INLAND KENWORTH LTD	2012-5028	\$1,724.77
01586-100	110 Industrial Place	ADAMS ROD & CUSTOM INC	2012-5028	\$2,865.34
04760-300	169 Estabrook Avenue	0981925 BC LTD	2012-5028	\$5,142.69
05113-010	317 Winnipeg Street	317 WINNIPEG ST HOLDINGS INC	2012-5028	\$0.00
06533-000	412 Main Street	VASSILAKI, JOHN	2012-5028	\$1,857.34
07575-000	1704 Government Street	MCTAFT PROPERTIES LTD	2011-56	\$2,795.79
07695-100	568 Dawson Avenue	PENTICTON FOUNDRY LTD	2012-5028	\$6,634.78
00042-010	437 Martin Street	MOUNTAIN ENTERPRISES LTD	2014-04	\$873.59
01594-450	182 Industrial Court	GREEN, RONALD R	2011-56	\$1,548.08
04023-005	3475 Wilson Street	SOUTHWOOD PROPERTY CORP	2012-5028	\$77,632.78
04823-000	260 (270) Martin Street	296296 BC LTD	2014-04	\$702.70
06045-000	198 Ellis Street	THE CANNERY BREWING COMPANY LTD	2014-04	\$6,647.20
06455-000	52 Front Street	ERICSONS HOLDINGS LTD	2014-04	\$754.46
07638-000	1356 Commercial Way	WALCO HOLDINGS LTD (Rory Hobbs, 0790794 BC Ltd)	2011-56	\$804.63
07639-000	1374 Commercial Way	HOMETOWN FURNITURE & APPLIANCES (PENTICTON) LTD	2012-5028	\$5,139.52
07663-000	682 Okanagan Avenue	NOR-MAR INDUSTRIES LTD	2014-44	\$4,492.27
07666-500	272 Dawson Avenue	BC TREE FRUITS CO-OP	2014-44	\$1,877.77
Municipal Taxes Exempted:				\$190,113.08
Number of Active Exemptions:				26

Council Report

penticton.ca

Date: Aug 1st, 2017
To: Peter Weeber, Chief Administrative Officer
From: Patrick O'Sullivan, Bylaw Enforcement Officer

File No: civic

Subject: Unsightly property clean-up authorization request - 485 Westminster Ave W

Staff Recommendation

THAT Council approve a private contractor to be hired to clean-up the unsightly property located at 485 Westminister Ave W (Legal description: LT 9 PL KAP1138 DL 4 SDYD) Penticton, BC and subsequent billing for the service.

Strategic priority objective

The City of Penticton prides itself on being a clean and safe city for visitors and residents alike. The maintenance of private property in a clean and tidy manner, as regulated through the City of Penticton Good Neighbour Bylaw, projects the image that the City wishes to portray and reflects directly upon the City.

Background

The City of Penticton Bylaw Services has received five (5) separate complaints about the unsightliness of this property since 2009. Specifically: Aug 2009, April 2010, May 2011, Aug 2012, July 2015 and the current open file from April 2016.

Historically, the owners of the property have done a minimum amount of clean-up to satisfy the Bylaw Officer's requests to keep the property in compliance with the bylaw. Since April 2016, Bylaw officers have completed 20 inspections of this property, issued two letters requesting clean-up, and twelve (12) Bylaw Offence Notices/tickets (none of which have been paid).

The unsightliness consists of discarded furniture and various types of discarded material all visible from the street, the lane and from both neighbouring properties. (Attachments A-F)

In July 2016, a formal notification of a clean-up process (Attachment I) commenced, which would permit a contractor to have discarded items removed from the property at the owner's expense as a result of noncompliance with the Good Neighbor Bylaw. However, the owner appealed the demand claiming that he could now get the work completed. This clean-up never occurred.

The owner of the property maintains that he is physically unable to do a clean-up and also claims that his sons will do the clean-up however this has never occurred. Since the appeal in July 2016 Bylaw Officers have attended ten times to inspect the property, and each time the property remained unsightly. There has been no compliance with the Good Neighbour Bylaw and staff have exhausted all efforts to gain compliance.

Staff believe that completion of the cleanup in accordance with the staff recommendation will show a duty of care to the surrounding neighbourhood and an efficient response to a number of complaints received by the surrounding residents.

Attachments A-F includes sample pictures (not all) of the property taken in 2016 and 2017. Attachments G, H and I reflect the three letters written to the property owners in 2016.

Financial implication

The proposed property clean-up will initially be billed to the property owner for a recovery of contractor costs which will be processed as a debt owing. If the invoice is unpaid; the amount owing is processed for payment on the property taxes. The clean-up estimate is \$425-\$500 (plus taxes).

Alternate recommendations

1. Defer the clean-up and allow the property owner more time to complete the clean-up by a specified date, or
2. Not support the request for a clean-up.

Attachments

Attachment A – two photographs taken on April 8, 2016

Attachment B – two photographs taken on May 27, 2016

Attachment C – two photographs taken on October 14, 2016

Attachment D – two photographs taken on January 20, 2017

Attachment E – two photographs taken on April 13, 2017

Attachment F – two photographs taken on July 13, 2017

Attachment G – First clean-up request letter sent April 12, 2016

Attachment H – First enforcement letter sent June 10, 2016

Attachment I – Contracted clean-up information letter sent July 12, 2016 (appealed)

Respectfully submitted,

TS. Siebert

Patrick O'Sullivan/Tina Siebert, Bylaw Services Department

Approvals

Director <i>AH</i>	Chief Administrative Officer PW
---------------------------	--

Attachment A

Photo 1 – Picture taken of front yard visible from the street- April 8, 2016



Photo 2 – Picture taken of back of house April 8, 2016



Attachment B

Photo 1 –Front yard below front steps visible from the street- May 27, 2016



Photo 2 – back yard against west fence visible from the street – May 27, 2016

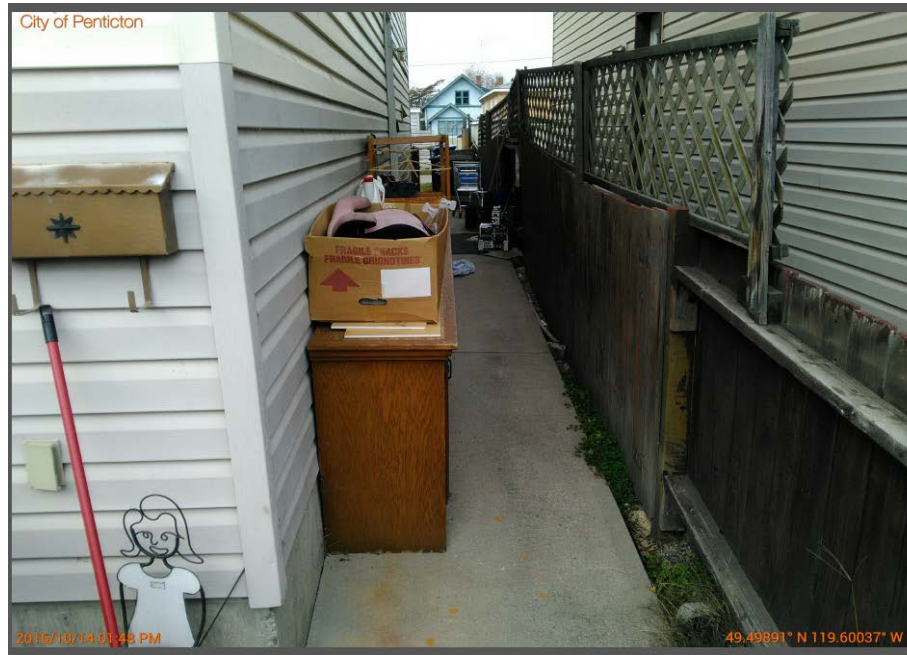


Attachment C

Photo 1 – front yard and visible from the street – October 14, 2016



Photo 2- front yard visible from the street– October 14, 2016



Attachment D

Photo 1 – front yard visible from the street – January 20, 2017

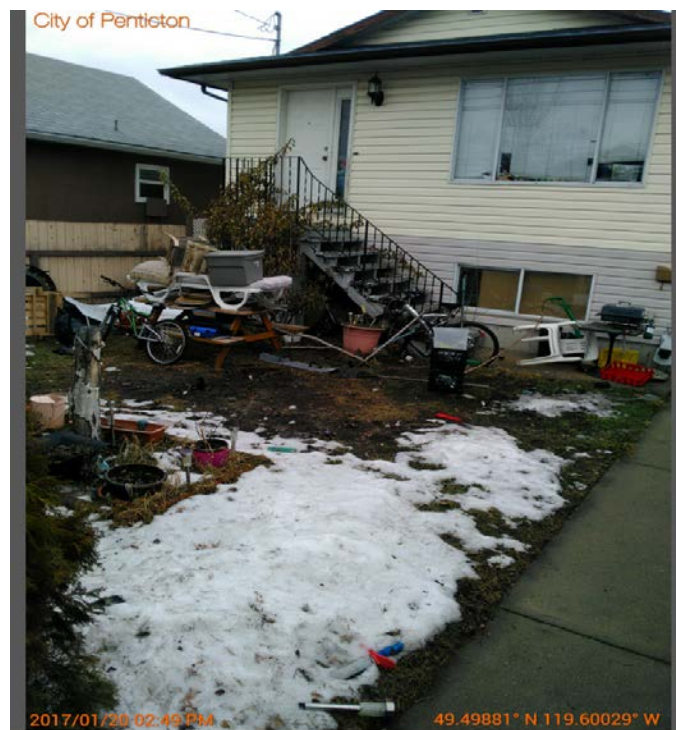
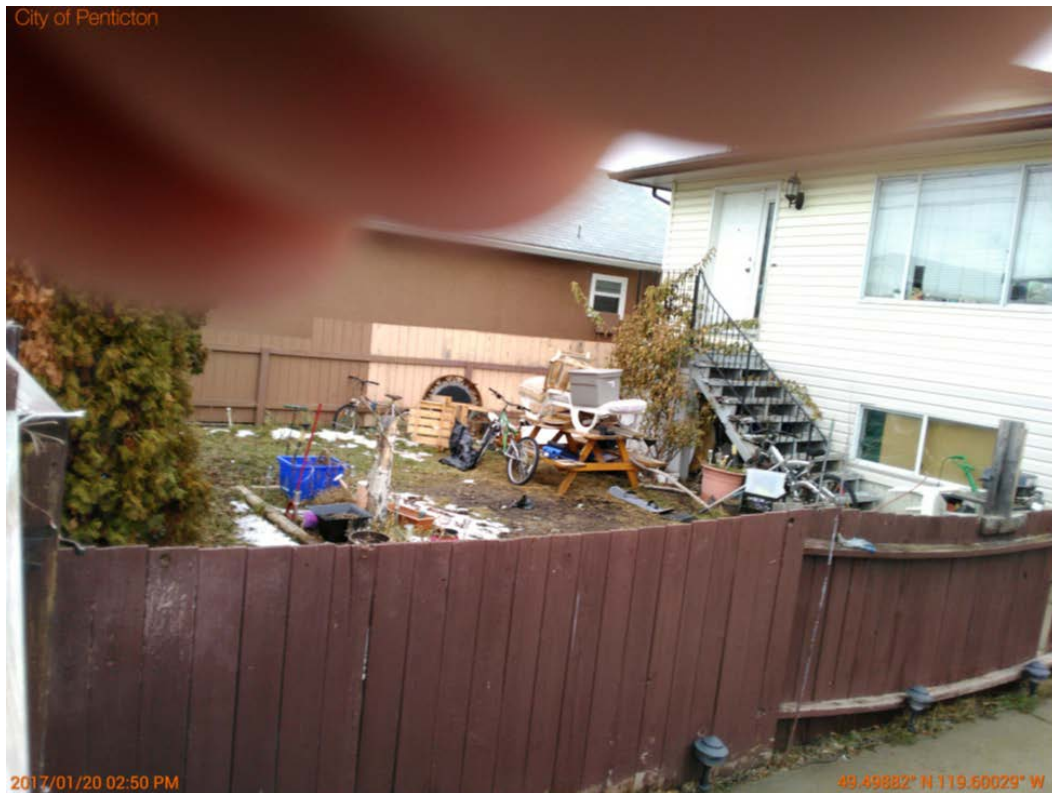


Photo 2- as seen from neighboring property to the east- January 20, 2017



Attachment E

Photo 1 – front yard as seen from neighbouring property to the east– April 13, 2017

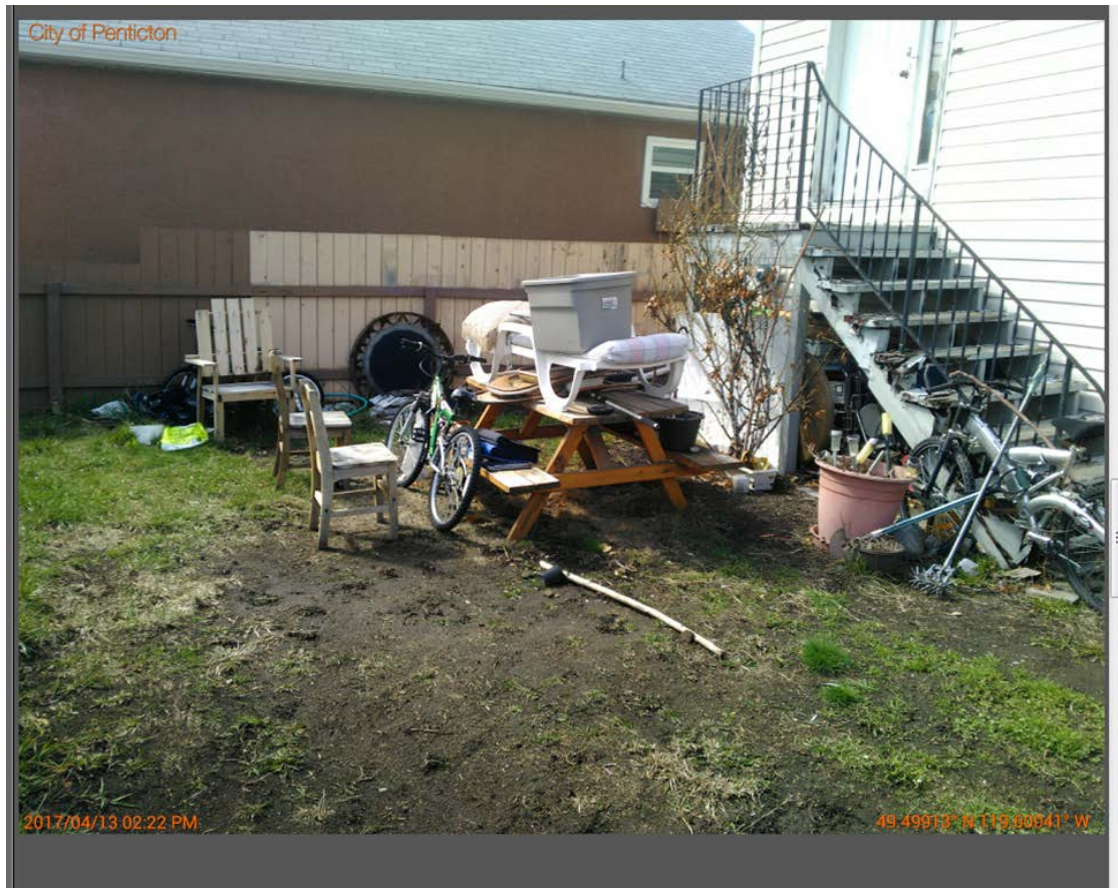


Photo 2 – east side of house visible from the street



Attachment F

Photo 1 – front of house visible from the street– July 13, 2017

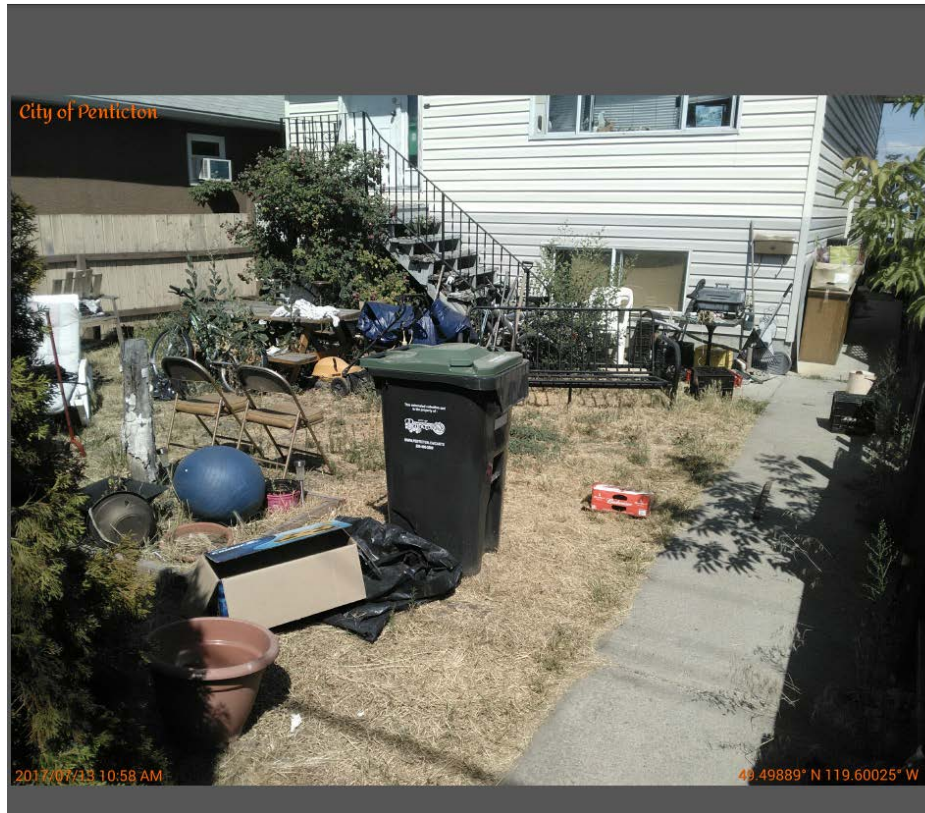
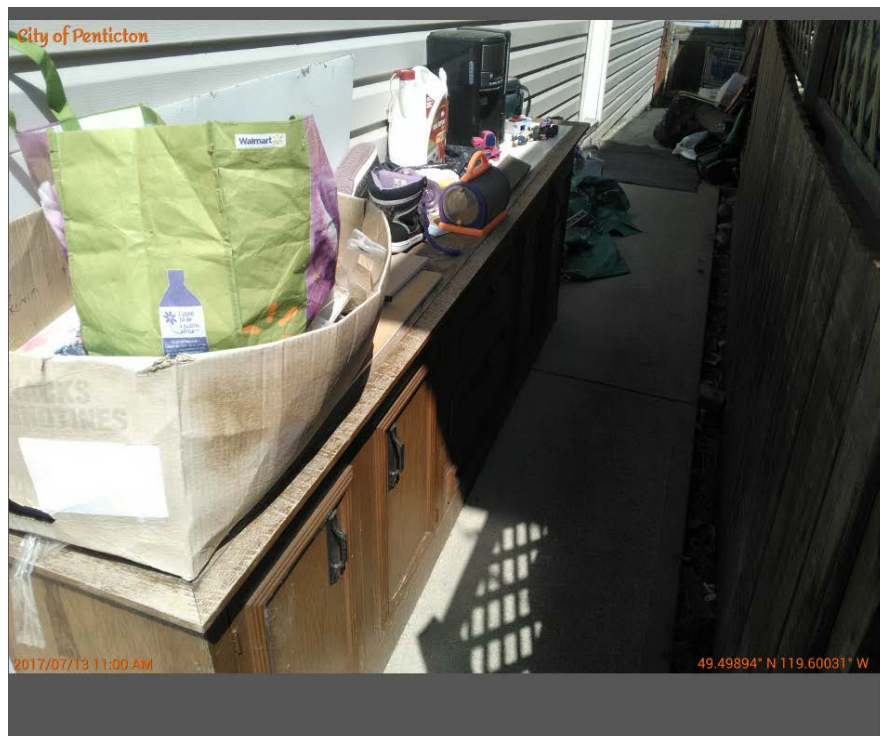


Photo 2 – east side of house visible from the street– July 13, 2017



Attachment G

First clean-up request letter dated April 12, 2016 – compliance date set as April 27, 2016



COPY

City of Penticton
171 Main St. | Penticton B.C. | V2A 5A9
www.penticton.ca | ask@penticton.ca

April 12, 2016

LEWIS, DAVID T and
LEWIS, HAZEL E
485 WESTMINSTER AVE W
PENTICTON BC V2A 1K4

REGISTERED LETTER

Dear Sir/Madam,

RE: City of Penticton Bylaw File Number 152439

The City of Penticton Bylaw Services has received information that the property located at 485 Westminister Ave W (Legal description: LT 9 PL KAP1138 DL 4 SDYD) (the Property) is in violation of the City of Penticton Good Neighbour Bylaw #2012-5030. Bylaw Services conducted an inspection of the property on **date**. This inspection confirms that the Property is unsightly, which is a violation under the Good Neighbour Bylaw #2012-5030.

The unsightly violation includes: Two (2) uninsured vehicles, discarded materials, bags of unknown materials, old furniture, stolen grocery carts, broken and discarded household items, shoes, racks, chairs, storage tote boxes, metals, plastics.

City of Penticton Good Neighbour Bylaw #2012-5030, states the following:

Definitions:

In Part 7 of this Bylaw:

"UNSIGHTLY", in addition to its common dictionary meaning and regardless of the condition of other properties in the neighbourhood, shall include property having any one or more of the following characteristics:

- (i) The storage, location or accumulation visible to a person standing on a public highway or on nearby property, or in a building or structure situate on a public highway or nearby property, of filth, rubbish, graffiti or any other discarded materials;*
- (ii) The untidy storage, location or placement of building materials on a site where construction is not taking place, except where they cannot be seen from a public highway or from nearby property, or from a building or structure situate on a public highway or nearby property;*
- (iii) Landscaping or vegetation that is dead or characterized by uncontrolled growth or lack of maintenance, or is damaged; and*
- (iv) Any other similar conditions of disrepair, dilapidation, or deterioration.*



penticton.ca

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"RUBBISH", in addition to its common dictionary meaning, shall include decaying or non-decaying solid and semi-solid wastes, including, but not limited to, both combustible and non-combustible wastes, such as paper, trash, refuse, cardboard, waste material, cans, glass, bedding, mattresses, crates, rags, barrels, boxes, lumber not neatly piled, scrap iron, tin and other metal, scrap paving material, construction and demolition waste, derelict vehicles and other vessels, tires, machinery, mechanical or metal parts, discarded or dilapidated appliances, discarded or dilapidated furniture, ashes from fireplaces and on-site incinerators, yard clippings and brush, wood, dry vegetation, dirt, weeds, dead trees and branches, stumps, and piles of earth mixed with any of the above.

"DISCARDED MATERIALS" includes the accumulation of wood, appliances, furniture, mattresses, motor vehicle parts or tires, construction materials, toys, recreational or sporting equipment carpeting or any other materials or equipment whereby its placement upon the Real Property is not consistent with its intended normal use or due to its condition and or state of disrepair is not usable for its normal intended use.

Regulations

7.2 Except as permitted under Section 7.1.1 and 7.1.2 of this Bylaw, no owner or occupier of Real Property shall cause, suffer or permit:

- (a) Rubbish, Garbage and Discarded Material: All Owners shall not permit the accumulation of Rubbish, Garbage or Discarded Material upon Real Property and shall remove the same therefrom.*
- (f) Accumulation of Motor Vehicle Parts or Other Mechanical Parts: Except where the storage of motor vehicles parts is a permitted use pursuant to the City of Penticton Zoning Bylaw, Owners shall not permit the accumulation of motor vehicle parts or other mechanical parts upon Real Property and shall remove the same except where the storage of motor vehicles is a permitted use pursuant to the City of Penticton Zoning Bylaw.*
- (g) Motor Vehicles: Except where the storage or parking of motor vehicles is a permitted use pursuant to the City of Penticton Zoning Bylaw, all Owners shall not permit the accumulation of motor vehicles that are not registered, licensed and insured to operate on a public highway and shall remove the same therefrom, save and except where the storage or parking of motor vehicles is a permitted use pursuant to the City of Penticton Bylaw or one (1) stored vehicle.*

You are hereby given written notice pursuant to Part 7, Regulations, Section 7.2 of the Good Neighbour Bylaw #2012-5030 that you must remove the unsightly condition and bring the Property into compliance within 15 days of this written notice pursuant to Sections 7.25 and 7.27 of the Good Neighbour Bylaw #2012-5030.

COPY

Failure to comply with this notice by **April 27, 2016**, can result in an order from City Council, as authorized by Section 17 of the BC Community Charter, to have workers or agents of the City of Penticton entering the Property to remedy the violation and remove the unsightly condition at the expense of the owner who fails to comply.

In July 2015, you received a letter regarding your property being unsightly, resulting in two Bylaw Offence Notices being issued for permitting the accumulation of discarded materials and also for accumulating too many uninsured vehicles in October 2015. That file was eventually closed in December 2015 when your property was brought into minimum compliance. It appears that you are continuing to ignore the regulations in the Good Neighbour Bylaw despite previous knowledge of these regulations. As such, Bylaw Offence Notice numbers TP02719 and TP02720 are enclosed for Permit Accumulation of Discarded Materials and for Permit Accumulation of Too Many Uninsured Vehicles. Additional Bylaw Offence Notices will be issued if the property remains in violation of these regulations.

We urge you to comply with the provisions of the Good Neighbour Bylaw #2012-5030 to prevent the necessity of further actions on the part of the City.

If you wish to discuss this matter please contact Bylaw Services at (250) 490-2440.

PLEASE NOTE THIS IS YOUR ONLY WRITTEN NOTICE ON THIS MATTER.

Yours truly,

THE CORPORATION OF THE CITY OF PENTICTON

A handwritten signature in blue ink, appearing to read 'P. O'Sullivan', followed by a long horizontal line.

Patrick O'Sullivan
Bylaw Enforcement Officer
Development Services

Attachment H

First enforcement letter dated June 10, 2016 – clean-up date re-set at June 20, 2016



City of Penticton
171 Main St. | Penticton B.C. | V2A 5A9
www.penticton.ca | ask@penticton.ca

June 10, 2016

LEWIS, HAZEL E
485 WESTMINSTER AVE W
PENTICTON BC V2A 1K4

REGISTERED LETTER

Dear Sir/Madam,

RE: City of Penticton Bylaw File Number 152439

On April 8, 2016, Bylaw Services received information that the property at **485 Westminister Ave W** was unsightly: ie: discarded materials, old furniture, etc.

On April 08, 2016, Bylaw Services inspected the property and observed discarded materials and old furniture at the front, rear and east side of the property. As a result of the inspection a letter was sent to you formally requesting that the property be cleaned up and materials removed by April 27, 2016. A Bylaw Enforcement Notice was issued at the same time because you had been subject to a previous clean-up request in July 2015 and are certainly aware of the obligations you have as home owners to maintain your property in a manner so as not to be unsightly.

Since May 10, 2016 several inspections have been completed and additional complaints have been received regarding the unsightliness of your property. The property remains unsightly.

Enclosed is Bylaw Offence Notices (TP02854, TP02855 and TP02856) for additional violations of Section 7.2(a) of the Good Neighbour Bylaw – Owner permit accumulation of discarded materials.

It is requested that the discarded materials, old furniture, etc. be removed and the property be brought into compliance with the provisions of the Good Neighbour Bylaw. Failure to comply with this notice by **June 20, 2016**, will result in workmen or agents of



COPY

the City of Penticton entering the Property to remedy the violation and remove the unsightly conditions at the expense of the owner who fail to comply. It is also requested that you contact Bylaw Services by **June 20, 2016**, regarding this clean-up in the event that you have any objections or concerns. To date you have not contacted this department regarding this matter and none of the Bylaw Offence Notices issued to you have been disputed or paid. I feel that you are not taking this issue seriously. Continued non-compliance will result in additional daily fines for permitting the unsightliness of your property. If there has been no contact by June 20, 2016, the process for a contracted property clean-up will commence.

We urge you to comply with the provisions of the Good Neighbour Bylaw #2012-5030 to prevent the necessity of further actions on the part of the City.

If you wish to discuss this matter further please contact Bylaw Services at 250-490-2440.

Yours truly,

THE CORPORATION OF THE CITY OF PENTICTON



Patrick O'Sullivan
Bylaw Enforcement Officer
Development Services

Attachment I

Contracted clean-up information letter sent July 12, 2016 (appealed)



City of Penticton
171 Main St. | Penticton B.C. | V2A 5A9
www.penticton.ca | ask@penticton.ca

12 July 2016

LEWIS, HAZEL and
LEWIS, DAVE
485 Westminster Ave W
Penticton, BC V2A 1K4

Dear Sir/Madam,

RE: City of Penticton Bylaw File Number 152439

This letter is to inform you that on 2016 July 18, the City of Penticton Bylaw Services have contracted a clean-up of your property. Unless we hear back from you by July 15, 2016 to object to or appeal this clean-up, the work will be completed as scheduled. A member of Bylaw Services will be on hand on the date of the clean-up.

If you wish to discuss this matter further please contact Bylaw Services at 250-490-2440.

Yours truly,

THE CORPORATION OF THE CITY OF PENTICTON

Patrick O'Sullivan
Bylaw Enforcement Officer
Development Services

Council Report

penticton.ca

Date: August 1, 2017
To: Peter Weeber, Chief Administrative Officer
From: Angela Campbell, Controller
Chad Douglas, Sports & Events Project Manager
Subject: **Municipal Grants Policy**

File No:

Staff Recommendation

THAT Council approve the amended City of Penticton municipal grants policy dated August 1, 2017.

Background

City Council approved the latest version of the City of Penticton's municipal grants policy on August 15, 2016. Amendments, which were designed to increase flexibility and publicity for the City in distributing municipal grants, came from a "view to continuous improvement of the policy." Following municipal grants awarded during the 2017 City budget process in February, Council expressed a need for further improvement of the policy. City staff undertook a service delivery review of municipal grants, the consultation phase of which included:

- City Council Workshop (Mar 30)
- Meetings with Local Granting Agencies
 - Community Foundation of the South Okanagan Similkameen; Travel Penticton
- Research on Other Municipalities (Attachment 2)
 - Campbell River; Fredericton, NB; Richmond; Vernon
- Applicants Workshop and Survey (May 4)
 - 29 attendees, 18 surveys (Attachment 1)

Staff referred to Ontario's *Making Choices, Building Strong Communities: A Guide to Service Delivery Review for Municipal Councillors and Senior Staff* in conducting the review, which was framed by four questions:

- What is the purpose of our municipal grants?
- Is our program serving that purpose?
- What changes in policy & practice will better support citizens and synergize with partners?
- How will we measure success?

Financial Implication

Proposed amendments to the policy will not change the City's overall funding for municipal grants; however, they may change the composition of municipal grants provided to eligible organizations.

Analysis

The purpose of municipal grants is to bring about positive change in the City of Penticton, raising the quality of life for all residents. While the City's program serves that purpose, a review of municipal grants found it can do so more efficiently, effectively and openly.

Proposed changes to the municipal grants policy will:

- Establish the following self-identified categories with specific outcomes:
 - o Arts, Culture & Heritage
 - o Health, Safety & Social Services
 - o Parks, Recreation & Sport
- Distinguish between seed grants and sustainable grants
- Identify applications for visitor-oriented events and apply Eventful Penticton criteria
- Consider in criteria all forms of assistance provided by the City of Penticton and evidence the applicant has sought external funding

By distinguishing between not-for-profit organizations that support our economy and those that sustain our community, and sorting them by category, Council will compare "apples to apples" in managing funds and measuring outcomes. Multi-year grants will allow the City to save administration costs and set grant terms to match the amount of time it will take for organizations to reach their stated goals. Organizations will benefit from long-term financial planning and leveraging City support to obtain matching grants and major sponsors. In switching to sustainable grants, organizations that previously received standing grants will need to apply as part of the 2018 municipal grants process and request assistance for up to five years.

The City will extend social and economic benefits from grants through community partnerships, reaching more charities through Community Foundation of the South Okanagan Similkameen and more tourism businesses through Travel Penticton. Tapping into resources of the South Okanagan Similkameen Volunteer Centre through learning and networking events for not-for-profit leaders will benefit all grant recipients.

While policy amendments will reinforce networks and partnerships, changes in the City's process will also be necessary to raise returns for Penticton taxpayers. The City will improve its municipal grants process to:

- Clearly and consistently communicate and enforce application deadlines and reporting demands
- Co-ordinate with Travel Penticton on visitor-oriented events, with the City providing primarily value in-kind (VIK) support
- Encourage communicating, resource sharing and volunteering by connecting applicants/directors in each category and support groups such as the South Okanagan Similkameen Volunteer Centre
- Enhance City analysis of applications for Council and outcomes for the community
- Extend City partnership with Community Foundation of the South Okanagan Similkameen to make a measurable difference on an annual Vital Signs Project and/or the Youth Esteem Strategy (YES)
- Highlight Council objectives, evaluation criteria and outcomes on applications, in communications

The City will simplify the application process for organizations, spelling out eligibility and evaluation criteria at every opportunity, and the reporting and decision-making process for Council. Regardless of category, all organizations receiving municipal grants will be expected to report:

- dedicated partners and volunteers
- demand from residents and/or visitors
- diversified funding (total budget vs. total grant)

In addition to determining value for residents, the City will ask grant recipients to demonstrate alignment with Council objectives, disclose other forms and sources of assistance and document past performance. Organizations will identify and track outcomes specific to their categories, some of which will come from communications surrounding the City's Official Community Plan, Parks and Recreation Master Plan, etc.

Staff developed a four-step process through which it will flow applications for municipal grants. Whether it does more to improve its policy or its processes, the City of Penticton will continue to focus on residents as the primary beneficiaries of its municipal grants.

Alternate Recommendation:

THAT Council direct staff to continue with the municipal grants policy dated August 15, 2016.

Attachments

Attachment A: Applicant Survey Results

Attachment B: Comparable Cities

Attachment C: Review to Recommendations

Attachment D: Municipal Grants Policy

Attachment E: Municipal Grants Application and Reporting Out Forms

Attachment F: Scorecard

Respectfully submitted,

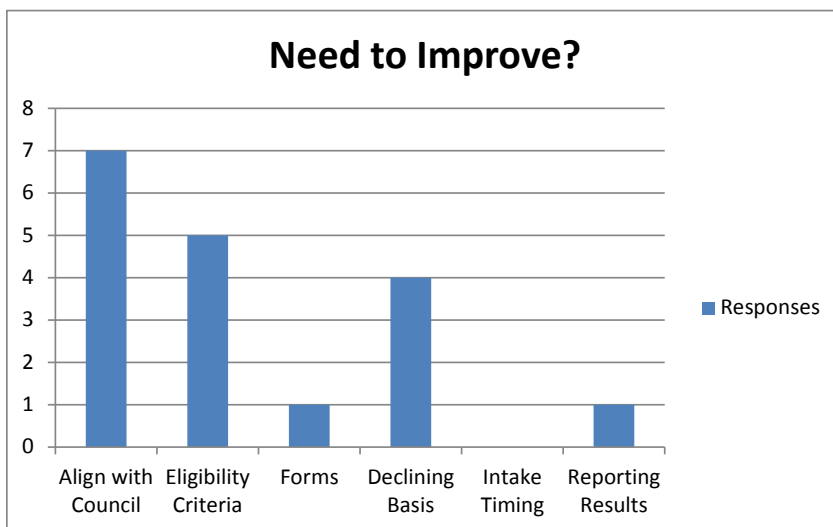
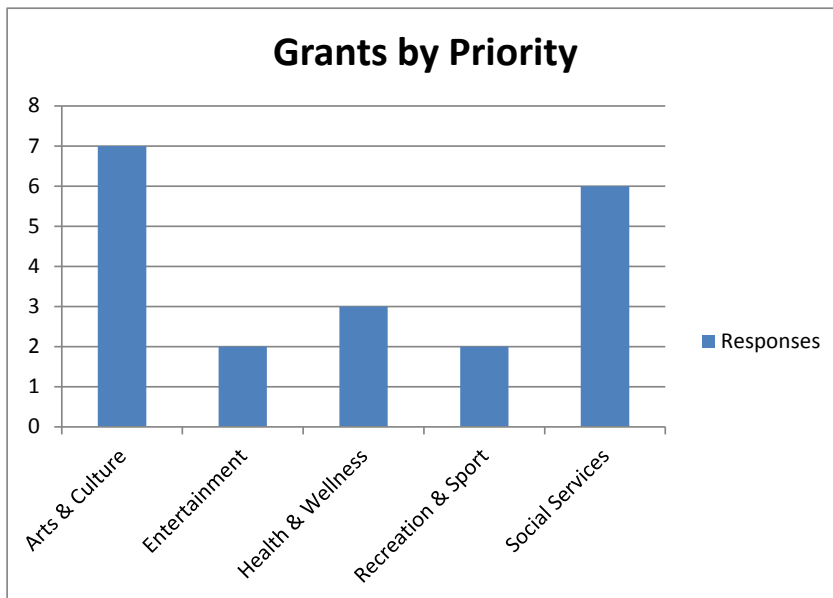
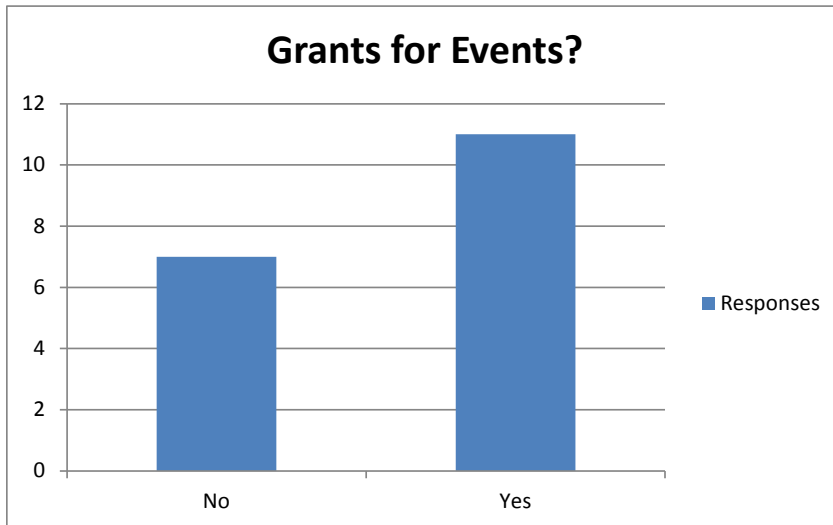
Angela Campbell, Controller

Chad Douglas, Sports & Events Project Manager

Approvals

Chief Financial Officer <i>LWB</i>	Chief Administrative Officer PW
--	---

Attachment A: Applicant Survey Results



Attachment B: Comparable Cities

COMPARABLE CITIES

City of Penticton

Municipal Grants Review 2017

City	GRANTS BUDGET	Intake(s)	Committee	Eligibility Criteria	Categories	Evaluation Criteria
Penticton (33,016)	\$634,238	Sep	Yes, Finance	Registered Not-for-Profit, Charity Based in Penticton In Operation More than Year; Residents Primary Beneficiaries; Supports Council Strategies; Sustainable Beyond Grants; Additional Sources Funding; Community Partners	N/A	Goals, Timelines Met; Align City Vision; Sustainable; Benefits to Org, Community with Measures; Beneficiaries, Ages; Events : Out-of-Towners; % Overnighters; Distances Travelled; Length of Stays; % Under-19 Accommodation
Campbell River (33,969)	\$578,214	Sep	Yes, Community	Benefits to Community, Greatest # Residents; No Duplication, Competition; Based in Campbell River; Open to Public; Other Sources Funding (50%); No Dependency; Adhere to Bylaws, Policies	Core Operating; Ongoing Event, Service; Discretionary; One-Off Event, Service and Travel; Recreation Facility Rental Subsidies (\$15K)	Align City Goals, Policy Purpose; Service to Community; Demonstrated Need; Benefits to Community; Community, Volunteer Support; Performance Over Years
Vernon (40,116)	\$325,810	Apr, Oct	Yes, Finance	Non-Profit, Registered Society; Community Based; No Duplication in Muni; No Grant Current Year; One App Per Fiscal; No Retroactive, Deficit, Regional Funding; No City Assistance, Except Tax Exemptions	General; Program, Project or Capital Expenditure	Need in the Community; Align City Strategy; Quality of Life; Other Sources Funding; Availability of Funds; Need of the Org; Economic Development, Environmental Stewardship or Social Benefit
Fredrickton (58,220)	\$787,000	Oct, Feb, Mar	Yes, Staff	Non-Profit Groups, Orgs in City; Purpose, Activities Align with Outcomes of Livable Community, Economic Vitality; One Grant Per Project/Event; Apps for Project/Event Considered Once	Capital (\$210K); Community (\$340K); Arts, Heritage and Culture (\$78.5K); Ethno and Laureate Cultural (\$15K); Major Events (\$50K); Sport Tourism (\$94.43K)	Align City; Timing; Value to Community (Customers, Stakeholders, Significance- Magnitude-Diversity, KPIs); Ability to Succeed (Sustainability, Revenue- Funding Partners, City Resources, Assumptions- Risk); Fits Category
Richmond (213,392)	\$819,894	Determined Annually	Yes, Dept Staff	Non-Profit Societies, Board Approval; Primarily Richmond Residents Served; Funding, Other Sources Sought; Partnerships/Relationships Established	Health, Social and Safety (\$586,095); Child Care (\$18,537); Parks, Recreation and Community Events (\$105,508); Arts and Culture (\$109,754)	Quality, Credibility; Capacity; Community Need; Residents Served; Benefits to Individuals, Families, Orgs, Community; Volunteers; Uniqueness; External Funding; Partnerships; City Assistance; Evaluation; Complete, Quality App

Attachment C: Review to Recommendations

REVIEW INSIGHTS FOR RECOMMENDATIONS

City of Penticton

Municipal Grants Review 2017

Consultation	What We Learned	Recommendation
Policy		
Survey, Workshops	Need to look short and long term; declining amounts may not apply	Distinguish Between Seed Grants and Sustaining Grants
Comparable Cities, Workshops	Criteria can't be one size fits all; Comparable cities use categories	Establish Self-Identified Categories with Specific Criteria, Measures
Comparable Cities, Workshops	Fredericton, Richmond, Vernon expect external funds, not downloading	Include in Evaluation External Funding Search, City Assistance
Survey, Workshops	Policy seems to be focused on events; matrix scoring helps	Separate Events, Support Tourism using Eventful Penticton Matrix
Comparable Cities	Campbell River 1.7% Revenue; Richmond 15% Gaming Revenue	Tie Grants Budget to Revenue, Taking into Account City's Ability to Fund
Practice		
Comparable Cities, Survey, Workshops	Adhere to deadlines; analysis based on reports; limited funds	Communicate, Enforce Application Deadlines, Reporting Demands
Granting Agencies, Workshops	City owns facilities; visits good for residents; EI determines amounts	Co-ordinate with Travel Penticton on Tourism Events, Contributing In-Kind
Granting Agencies, Workshops	Applicants share; Paid Co-ordinators add VIK; Volunteers aid delivery	Encourage Communication, Resource Sharing, Volunteering by Category
Survey, Workshops	City can improve communicating outcomes, stories	Increase City Administrative Support to Organize, Analyze, Publicize
Survey, Workshops	City needs social plan?; Clear statement with criteria on apps, web	Highlight Council Objectives, Evaluation Criteria on App, Online
Granting Agencies, Survey	Potential for proactive vs. passive granting, reflecting public input	Partner with Community Foundation, Make Difference in Vital Signs, Youth

Council Policy

penticton.ca

Approval date: August 1, 2017

Resolution No.

Subject: Municipal Grants

Purpose

The purpose of municipal grants is to raise the quality of life for City of Penticton residents by meeting the needs of community organizations and the objectives of City Council in meaningful, measurable ways.

Policy Statement

The goal of this policy is to establish open and transparent guidelines for the evaluation and distribution of City of Penticton municipal grants, respecting the City's limited financial resources available for this purpose.

How to Apply

Eligible community groups must complete an application form and submit with all required documentation by the deadline of August 31. **Incomplete or late applications are not considered by the City.**

Applications and documentation can be submitted electronically to grants@penticton.ca or dropped off at:

City of Penticton
Attn: City Controller
171 Main Street
Penticton, BC V2A 5A9

The City notifies the public as to the availability of municipal grants in local media and on its website at least three weeks prior to the application deadline. Questions about the application process can be directed to the City of Penticton Controller at (250) 490-2413.

Organizations applying for grants are encouraged to update a Knowledge Centre profile for the Community Foundation of the South Okanagan Similkameen (<https://www.cfso.net/grants/apply-for-a-grant/>) and understand services available through the South Okanagan Similkameen Volunteer Centre.

Eligibility Criteria

To be eligible for municipal grants from the City of Penticton, organizations must clearly demonstrate meeting the following criteria:

- Not-for-Profit Status (in good standing)
- Community Based

- Accessible to All Residents
- Additional Funding Sources Sought
- No Duplication of Existing Events/Programs/Projects (without proof of excess demand)

Categories

It is recognized that community organizations contribute significant value to the City. Given the wide variety of organizations and their missions, it is inappropriate to assess value using a “one-size-fits-all” approach. The City asks organizations applying for municipal grants to self-identify in one of the following categories:

- Arts, Culture & Heritage
- Health, Safety & Social Services
- Parks, Recreation & Sport

The City determines in its evaluation whether organizations are eligible for seed or sustainable funding. Seed funding is awarded on a declining basis, with organizations receiving half the amount in the final year of a two-year grant or two thirds in the second year and one third in the final year of a three-year grant. Sustainable funding is awarded over a maximum five years and is, at the City’s discretion, available to:

- Enhance Community Services
- Lease, License to Use, Maintain or Rent City Property
- Stage a Core Event in Penticton with:
 - o Alignment to City’s Vision
 - o Proud History in Community (5+ Years)
 - o Significant Annual Attendance (1,000+)

To be considered for sustainable grants, organizations must show the same purpose, compliance and performance through a grant history with the City of at least three consecutive years. Organizations deemed eligible for sustainable grants do not need to re-apply on an annual basis, although they must report to the City on an annual basis to further demonstrate compliance and performance.

Evaluation Criteria

Organizations requesting assistance will be evaluated by the following outcomes:

Community Value:

- Number of Participants/Residents and Volunteers
- Number of Partners (letters of support, list of donations)
- Number of Sponsors (total budget/total grant request)

City Value:

- Alignment with City Priorities (Sustainable, Livable, Smart, Connected & Strong)
- Past Performance
 - o Workshop(s) Attendance
 - o City Recognition
 - o Report Submission
- Assistance (Lease/License, Maintenance, Rent, Tax) from City and/or to Partners (Donation

Category Value (Based on Organization-Identified Outcomes):

- Arts, Culture & Heritage
- Health, Safety & Social Services
- Parks, Recreation & Sport

Organizations planning events in large part to attract visitors are also evaluated using the Eventful Penticton matrix, attached.

The City may use additional criteria or other considerations during the evaluation process. The City reserves the right to award or decline municipal grants at its discretion.

Additional Assistance

Organizations must disclose in their application other forms of financial assistance they receive from the City, whether that assistance is in the form of cash, value in-kind, leases or licenses to use, maintenance, rent, tax exemptions or other forms. Organizations offering donations or other forms of financial assistance to partner organizations as a result of City-assisted events, programs or projects must provide a list of past or potential recipients as part of their application.

The City may adjust an award based on additional assistance when it allocates municipal grants.

How to Report

The City requires all organizations receiving municipal grants to complete a reporting out form and submit with required documentation within six weeks of their event, program or project completion. All reporting out forms must be received by the annual deadline of October 31. If an event, program or project is not complete in time to meet the deadline, the organization must submit before the deadline a request for an extension to the attention of the City Controller.

In order to be eligible for municipal grants in subsequent years or to receive funding from previously approved grants, organizations require submitting the reporting out form. Reports and documentation can be submitted electronically to grants@penticton.ca or dropped off at:

City of Penticton
Attn: City Controller
171 Main Street
Penticton, BC V2A 5A9

The City will notify the public as to the reporting out process in local media and on its website at least three weeks prior to the deadline. Questions about the reporting out process can be directed to the City of Penticton Controller at (250) 490-2413.

Policy Conditions

As part of the application process, applicants will be required to agree with signatures to the following conditions:

- 1) Certification that, to the best of the applicant's knowledge, the information provided in this application is accurate and complete and endorsed by the organization he or she represents. If the organization receives a municipal grant it acknowledges and agrees to the conditions set out in the policy and to any other conditions approved by Council.
- 2) Applications for municipal grants must be submitted on the fully completed standard grant application form. At the discretion of the City, partially completed applications or applications not on the standard form may be delayed or declined. This includes but is not limited to formal financial

statements. In all cases where the application form is not fully completed, the applicant can provide an explanation for the incomplete application and the Chief Financial Officer will adjudicate whether the application will be accepted.

- 3) Public notification for municipal grants commences in local media three weeks prior to the application deadline. The application deadline for municipal grants is August 31, or 4 pm on the last business day before August 31, of each calendar year and applications must be received and date stamped by the deadline. Applications received after the deadline will not be considered.
- 4) Under paragraph 25(1) of the *Community Charter* assistance may not be granted by the City to an industrial, commercial or business undertaking except under a partnering agreement. As such it is acknowledged the organization does not fall within any of these non-qualifying categories.
- 5) The receipt of leases, licences to use, maintenance, permissive tax exemptions or rent may impact the amount an organization is eligible for in community grants. It is hereby understood that the organization has disclosed any lease, license to use, maintenance, permissive tax exemption or rent it or an affiliated organization has or is receiving from the City. Failure to disclose may result in disqualification of the applicant.
 - a. Provided they have disclosed all assistance from the City, organizations in good standing may annually apply for a municipal grant to cover or offset a lease rate, license fee, maintenance costs or operating/rent costs.
- 6) In the event that grant funds are not used for the project/program indicated in the application the organization hereby acknowledges that:
 - i) If all or part of the funds remains unspent, the funds must be returned to the City to the attention of the Controller.
 - ii) Subject to the next paragraph, if funds have been expended inappropriately or for a purpose other than the event/program/project indicated in the application, Council may at its discretion disqualify the organization from all subsequent lease, license to use, rent, tax exemption, cash or in-kind assistance from the City.
- 7) In the event the organization makes changes to the event/program/project indicated on the application for which the grant has been provided, written notification must be forwarded prior to the change to the City of Penticton to the attention of the Controller.
- 8) Depending on the nature of the event/program/project, seed funding will have a maximum duration of three years with application and reporting out forms required throughout. Seed funding is awarded on a declining basis, meaning applicants awarded a two-year grant will receive half of the first year amount in the second year provided they submit a completed short-form application and reporting out form. Applicants awarded a three-year grant will receive two thirds of the first year amount in the second year and one third in the third year, provided they submit a completed short-form application and reporting out form. **No seed funding will be available for any event/program/project in a fourth or subsequent year, unless an application is brought back demonstrating continued value.** Organizations may submit an application for municipal grants subsequent to any prior three-year period provided:
 - a. it is for an event/program/project that is distinctly different from all prior events/programs/projects for which support was obtained from the City
 - b. the new event/program/project period does not overlap with any preceding event/program/project for which support is obtained from the City

c. all reporting out forms from prior events/programs/projects have been submitted
Provisions in this Section are subject to provisions in Section 17.

- 9) The organization must make, and continue to make, attempts to secure funding from other sources as indicated in the application.
- 10) The organization will keep financial records which meet generally accepted standards of good business practice. For the purpose of this policy, the determination of those standards will be wholly at the discretion of the City of Penticton or its auditors. The organization's financial records must be made available to the City or its auditors as may be requested from time to time. If, upon examination of the financial records, they are deemed inadequate the City may at its discretion:
 - i) Direct remedial action with respect to the financial record keeping;
 - ii) Deem the grant to be void and demand the funds be returned immediately to the City of Penticton to the attention of the Controller.
- 11)
 - i) Grant recipients must acknowledge funding support from the City of Penticton in all communications materials, media coverage, and verbal promotion pertaining to the event/program/project being supported by the grant. Evidence of acknowledgement must be included in the reporting out form.
 - ii) Grant recipients agree that all related communications materials, including signs, websites, posters, etc. will contain a visible and current City of Penticton logo. Current logo files are available through Corporate Administration and must be used in accordance with the City's Visual Identity Standards manual. The City of Penticton logo should only be used in reference to the event/program/project supported by grant funding.
 - iii) If grant funding is supporting an event, the recipient agrees to obtain a loan of the City banner for prominent display during the event and to recognize support from the City of Penticton through verbal acknowledgement during the event.
 - iv) Grant recipients are encouraged to tag the City of Penticton in social media posts (Facebook, Instagram, Twitter) in recognition of grant support.
 - v) If grant funding is supporting an event/program/project that involves tiered sponsorship, organizations should contact the City Corporate Services Manager to outline deliverables within their sponsorship recognition framework.
 - vi) For all promotion, communications and acknowledgement of the City, the primary contact with the City is the Corporate Services Manager.
- 12) Notwithstanding the previous section, the event/program/project may not be represented as an event/program/project within the City of Penticton, nor may the organization hold itself out as an agent of the City of Penticton in any way.
- 13) The City of Penticton reserves the right to use any information related to the organization and the grant assistance to the organization in its promotions and advertising. The use of any such information will be at the discretion of the City and may be done so upon notification to the organization by the City.

- 14) The organization will complete and submit a reporting out form no later than October 31, or 4 p.m. on the last business day before October 31, of the year in which grant assistance was provided. Organizations shall include a copy of externally prepared financial statements along with their reporting out form. If the event/program/project is not complete within six weeks of the deadline, the organization may before the deadline request an extension to the City of Penticton to the attention of the Controller.
- 15) Based on the results reported in the form, the City may at its discretion discontinue funding and any other assistance to the organization for any time period.
- 16) Advances of grant funds must be requested in writing or email communications to the City of Penticton to the attention of the Controller. **For greater certainty, cash grants will not be forwarded in the absence of a request by the organization that the funds be advanced or a reporting out form from prior years.** The City at its discretion may determine that funding will be forwarded by a series of two or more instalments.
- 17) With respect to value in-kind grants, where the value of facilities used by the organization exceeds the amount approved as the in-kind portion of the grant assistance, the organization hereby acknowledges that the City will invoice the organization for the difference and the organization is liable to pay the amount invoiced.
- 18) Council may at any time and at its discretion consider grants to specific organizations to be sustainable in nature where the requirement for annual application is waived except as follows:
 - i) Council at its discretion requires annual application despite any expectation or agreement that the grant may be sustainable in nature;
 - ii) Council re-instates the requirement for annual application despite any previous history with the organization or expectation or agreement by any parties that a grant may be sustainable in nature;
 - iii) The recipient organization changes the amount it is requesting for cash or value in-kind. For the purpose of this policy condition, a change will be measured as the difference between the amounts being applied for and the amount applied for in either the most recent of the base grant year or the first year a grant was first applied for.
- 19) All grants other than those considered to be of a sustainable nature shall be considered to be seed grants, subject to all requirements specified in this policy and are also subject to the following additional guidelines:
 - i) No consideration shall be given to requests submitted by a non-Penticton community organization unless its membership includes Penticton residents;
 - ii) No consideration shall be given to requests to waive or reduce a development cost charge.
- 20) All documentation submitted to the City as part of the municipal grants process becomes the property of the City and will not be returned to the applicants and will be retained by the City at its discretion. The City acknowledges that information submitted may be proprietary to the applicants and is confidential. All submitted information shall be treated as confidential and retained securely as provided by in the Community Charter.

- 21) The City may at any time enter into an agreement with a qualified community foundation for the purpose of managing municipal grants on its behalf. Pursuant to any such agreement, this may be done for all or part of the funds the City has budgeted for grants as part of its annual budget for any particular year.
- 22) Where the value in-kind portion of a municipal grant includes facility or amenity, the City reserves the right at any time to substitute an appropriate alternative facility, amenity or dates at its sole discretion.

Signatures

The application and reporting out forms include a signature area for two authorized representatives of the organization acknowledging that the applicants have fully read and understand the policy conditions and agree to be bound by them and that the information included in the application or report is true and correct to the best of their knowledge and that all completed applications, reporting out forms, and correspondence must be forwarded in accordance with timelines specified in the policy to the attention of the Controller at Penticton City Hall.

Revisions

Revision Date	Author
May 31, 2004	KUHN
April 21, 2014	CFISHER
September 28, 2015	CFISHER
August 15, 2016	CFISHER

Certified Correct:

Dana Schmidt, Corporate Officer

Attachment A: Eventful Penticton Evaluation Matrix

Eligibility Criteria	Evaluation Criteria
Not-for-Profit Status	Y/N
Community Based	Y/N
Accessible to All Residents	YN
Additional Funding Sought	Y/N
No Duplication	Y/N
	Branding/Fit (2)
	Timing (6)
	Venue (2)
	Duration (8)
	Visitation (7)
	Profile (3)
	Sustainability (6)
	Target Markets (10)
	Guiding Principles (6)
	Risk Level (0)
	TOTAL SCORE (/50 maximum)

Council Policy

penticton.ca

Application Form – Municipal Grants

Grant Year: _____ Application Deadline Date: _____

Name of Organization: _____

Organization Website: _____

Eligibility Criteria Checklist

Not-for-Profit Status: ☐

CRA/Society Act Number: _____

Community Based: ☐

Mailing Address of Organization: _____

City: _____ Postal Code: _____

Accessible to All Penticton Residents: ☐

How many active members in your organization: _____

Additional Funding Sources Sought: ☐

Please list confirmed/contacted granting agencies: _____

Please list confirmed/contacted corporate sponsors: _____

No Duplication (without excess demand): ☐

If there are events/programs/projects of a similar nature in the Penticton area, please list them and provide data/evidence of excess market demand: _____

Organization Information

Briefly describe the organization's mission or purpose: _____

(E) If the organization has received assistance from the City of Penticton in cash (C), value in-kind (VIK), lease/licence to use (L), maintenance (M), rent (R), tax exemption (T) or other (O) please specify:

Year: _____ Type(s): _____ Amount: _____ Purpose: _____

Year: _____ Type(s): _____ Amount: _____ Purpose: _____

Year: _____ Type(s): _____ Amount: _____ Purpose: _____

(E) If the organization provides financial assistance to other organizations/societies please list below:

Grant Request and Outcomes

Briefly describe the event/program/project for which the organization is applying, including its location/venue and timing: _____

(E) If the organization is supplying a service which enhances the City's Community Services please describe below: _____

(E) Does the organization occupy a City property through a lease, license to use or rental agreement? If yes please list the address of the property:

(E) If the organization is holding a core event please complete the following:

How does the event/program/project align with the City's vision?

How many years has the event/program/project been in the community (must be greater than 5)?

What is the event/program/projects annual attendance? _____

(E) What is the length (in years) that the organization is applying to receive grant funding? _____

(E) If your organization is applying for a municipal grant in order to host an event or series of events:

- Will the event(s) attract overnight visitors? (Y/N)_____ (E) If yes, how many? _____
- Will the event(s) budget for external marketing? (Y/N)_____ If yes, how much? \$_____

(NOTE: Yes answers result in use of attached Eventful Penticton matrix to evaluate the application)

Category:

Select one category that best captures the event/program/project:

Arts, Culture & Heritage: ☐

Health, Safety & Social Services: ☐

Parks, Recreation & Sport: ☐

Community Value:

(E) Which other businesses or organizations are involved in this event/program/project? Please list partners and briefly describe their roles: _____

(E) How many residents will directly benefit from this event/program/project? _____

(E) How many volunteers will be needed and how will they be recruited, trained and recognized? _____

City Value:

(E) How will the event/program/project strengthen the City of Penticton's strategic pillars?

Sustainable: _____

Livable: _____

Smart: _____

Connected & Strong: _____

(E) Indicate outcomes of the event/program/project of the organization: _____

(E) How will the organization measure the outcomes listed above: _____

Financial Information

(E) Total budgeted expenses for event/program/project: \$ _____

Less:

Amount contributed by the organization: \$ _____

Amount contributed by other partners: \$ _____

Amount contributed by granting agencies, sponsors: \$ _____

Municipal grant requested: \$ _____

Budgeted surplus/deficit: \$ _____

If the organization is applying for the first time, please provide the organization's most current financial statements, attached to the application.

(NOTE: This is a requirement. Audited or reviewed financial statements are preferred, if available)

All applicants please provide:

- Balance sheet or statement of financial position for immediately prior year
- Income statement or statement of financial activities for the immediately prior year
- Budgeted income statement or statement of financial activities for the grant year

Contact Information

Contact Person: _____ Position/Title: _____

Cell/Telephone: _____ Email: _____

Signatures

By signing below the representatives of the organization thereby acknowledge that they have fully read and understand the policy conditions and agree to be bound by them and that the information included in this application is true and correct to the best of their knowledge.

_____ Signature	_____ Name and position	_____ Date
_____ Telephone	_____ Email	
_____ Signature	_____ Name and position	_____ Date
_____ Telephone	_____ Email	

All completed applications, reporting out forms, and correspondence should be forwarded in accordance with timelines specified herein to the attention of the Controller at Penticton City Hall.

Council Policy

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Reporting Out Form – Municipal Grants

Grant Year: _____ Reporting Out Deadline Date: _____

Organization Information

Name of Organization: _____

Address of Organization: _____

City: _____ Postal Code: _____

Contact Person: _____ Position/Title: _____

Cell/Telephone: _____ Email: _____

Grant Outcomes

Event/program/project for which you are reporting, including location/venue and timing: _____

What partners contributed to the event/program/project and how did they make a difference?: _____

How many Penticton residents participated?: _____ How many volunteers?: _____

How did the event/program/project strengthen the City of Penticton's strategic pillars (Sustainable (SU), Livable (L), Smart (SM), Connected & Strong (C))?: _____

Indicate actual outcomes of the event/program/project and how the organization measured them: _____

(NOTE: Attach evidence your organization recognized the City's grant in your event/program/project)

Grant Outcomes - Events

Event attendance: _____ Percentage attendance Decrease (D) or Increase (I) year over year: _____%

How many overnight visitors attended?: _____ Host Hotel(s): _____

Percentage of overnight visitors from BC?: _____% Actual external marketing budget: \$ _____

Briefly describe the event's legacy in Penticton?: _____

Does the event have an environmental/waste reduction plan?: ____ (Y/N) If yes, at what cost?: \$ _____

Financial Information

REVENUE

Municipal grant received: \$ _____

Actual amount contributed by the organization: \$ _____

Actual amount contributed by partners: \$ _____

Actual amount contributed by granting agencies, sponsors: \$ _____

Actual total for event/program/project: \$ _____

EXPENSES

Expenses itemized by major category ie, wages, program costs etc. \$ _____

SURPLUS/DEFICIT

Deficit (D) or Surplus (S) generated by the event/program/project: \$ _____

If surplus how will it be used _____

(Note: Externally prepared financial statement, preferably audited or review shall accompany the reporting out form)

Signatures

By signing below the representatives of the organization thereby acknowledge that they have fully read and understand the policy conditions and agree to be bound by them and that the information included in this application is true and correct to the best of their knowledge.

_____ Signature	_____ Name and position	_____ Date
_____ Telephone	_____ Email	
_____ Signature	_____ Name and position	_____ Date
_____ Telephone	_____ Email	

All completed applications, reporting out forms, and correspondence should be forwarded in accordance with timelines specified herein to the attention of the Controller at Penticton City Hall.

Municipal Grant Application Review**Organization:**

Purpose:

Type:Seed☐

1 year

☐

2 year

☐

3 year

☐**Eligibility:**☐Sustainable☐

Enhance Community Services

☐

Utilizing City Property

☐

Core Penticton Event

☐

Length of application (in years)

Application Complete

☐

Not for Profit

☐

Community Based

☐

Accessible to all Residents

☐

Not duplicated event

☐**Evaluation Criteria:**Community ValueNumber of participants/
residents/volunteers

Number of partners

Partners:

Number of sponsors

Sponsors:

City Value*Strategic Pillars*

Comment

Sustainable

☐

Livable

☐

Smart

☐

Connected & Strong

☐

Past Performance

Workshop Attendance

☐

City Recognition

☐

Report Submission

☐*City Assistance*☐

Type provided:

Category

Comment

Arts, Culture & Heritage

☐

Health, Safety & Social Services

☐

Parks, Recreation & Sport

☐

Financial:

CY

PY

PY-1

Grant Request:

	In Kind
	Cash
	Total

	In Kind
	Cash
	Total

	In Kind
	Cash
	Total

Event Budget

Contributions from other partners

Contributions from sponsors

Grant Recommended:

Bylaw No. 2017-37

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2017-37".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Add under **10.6 RD2 – Duplex Housing: Lane**

10.6.4 SITE SPECIFIC PROVISIONS

.6 "In the case of that part of Lots 18-20 shown on Plan B4556, Block 30 District Lot 202 Similkameen Division Yale District Plan 755, located at 380 White Avenue East, two duplexes with a combined Floor Area Ratio of 1.15 are permitted."

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	23	day of	May, 2017
A PUBLIC HEARING was held this	6	day of	June, 2017
READ A SECOND time this	6	day of	June, 2017
READ A THIRD time this	6	day of	June, 2017
ADOPTED this		day of	, 2017

Notice of intention to proceed with this bylaw was published on the 26 day of May, 2017 and the 31 day of May, 2017 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Site Specific Zoning Amendment to Permit Two Duplexes With a Combined Floor Area Ratio of 1.15 at 380 White Ave E



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2017-37

Date: _____

Corporate Officer: _____



Development Variance Permit

Permit Number: DVP PL2017-7904

Name:

Address:

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.
2. This permit applies to:

Legal: That part of lots 18-20 Shown on Plan B4556; Block 30 District Lot 202 Similkameen Division Yale District Plan 755

Civic: 380 White Avenue East

PID: 006-428-827, 006-428-843, 006-428-878

3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2017-08 to allow for the construction of two duplexes as shown in the plans attached as Schedule 'A'.
 - Section 8.3.3.1: To waive the requirement to provide on-site parking for four duplex suites.
 - Section 10.6.2.6: To decrease the minimum front yard from 4.5m to 3.0m.
 - Section 10.6.2.8: To decrease the minimum rear yard from 6.0m to 3.0m.

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.
5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.
6. This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.
7. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

8. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the day of, 2017

Issued this ____ day of _____, 2017

Dana Schmidt,
Corporate Officer

Bylaw No. 2017-45

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2017-45".

2. **Amendment:**

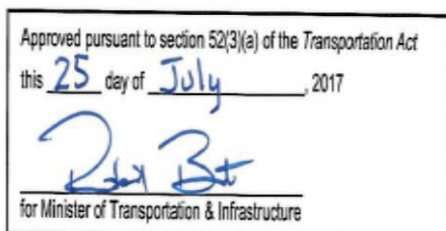
2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Rezone Lot 2, District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 8381, located at 730 Kamloops Avenue from R2 (Small Lot Residential) to RD2 (Duplex Housing: Lane).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	4	day of	July, 2017
A PUBLIC HEARING was held this	18	day of	July, 2017
READ A SECOND time this	18	day of	July, 2017
READ A THIRD time this	18	day of	July, 2017
RECEIVED the approval of the	25	day of	July, 2017
Ministry of Transportation on the			
ADOPTED this		day of	, 2017

Notice of intention to proceed with this bylaw was published on the 7 day of July, 2017 and the 12 day of July, 2017 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

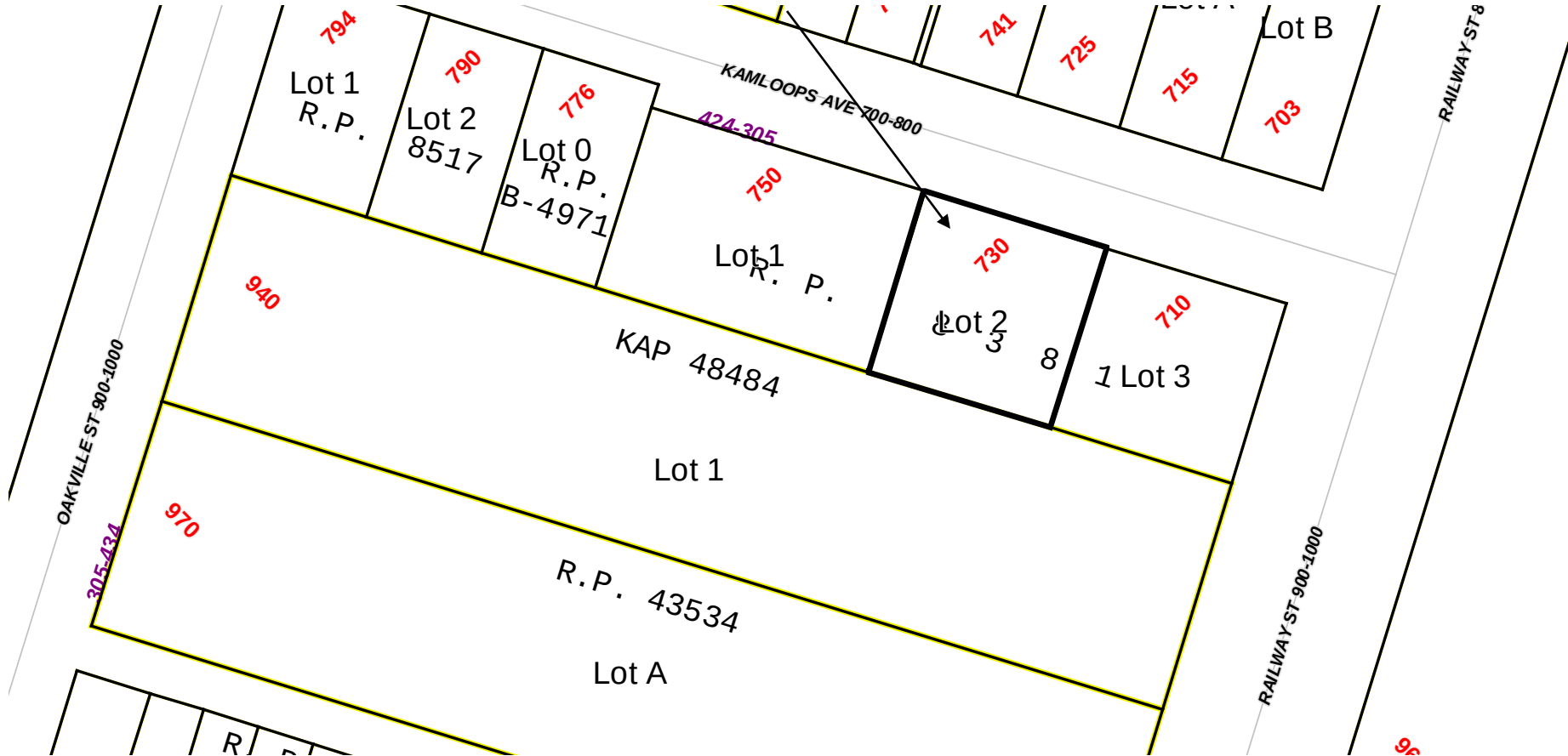


Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Rezone 730 Kamloops Avenue From R2 (Small Lot Residential) to RD2 (Duplex Housing: Lane)

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City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2017-45

Date: _____

Corporate Officer: _____



Development Variance Permit

Permit Number: DVP PL2017-7938

Name:

Address:

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.
2. This permit applies to:

Legal: Lot 2 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 8381
Civic: 730 Kamloops Avenue
PID: 009-818-090
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to waive the requirements of the following section of Zoning Bylaw 2017-08 to allow for the construction of two duplexes.
 - Section 10.6.2.8.i: To decrease the minimum rear yard for a principal building from 6.0m to 3.5m.

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.
5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.
6. **This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.**
7. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

8. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the day of , 2017

Issued this ____ day of _____, 2017

Dana Schmidt,
Corporate Officer

Bylaw No. 2017-47

A Bylaw to Amend 2017-2021 Five Year Financial Plan Bylaw No. 2017-13

WHEREAS the Council of the City of Penticton has adopted a Five Year Financial Plan Bylaw pursuant the *Community Charter*;

AND WHEREAS the Council of the City of Penticton wishes to amend 2017-2021 Five Year Financial Plan Bylaw No. 2017-13;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "2017-2021 Five Year Financial Plan Amendment Bylaw No. 2017-47".

2. **Amendment:**

2.1 "2017-2021 Five Year Financial Plan Bylaw No. 2017-13" is hereby amended as follows:

Delete and replace Schedule 'A' in its entirety with the attached Schedule 'A'.

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	18 day of	July, 2017
READ A SECOND time this	18 day of	July, 2017
READ A THIRD time this	18 day of	July, 2017
ADOPTED this	day of	, 2017

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Schedule A - Amended 2017 Financial Plan

	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Revenue					
Taxation	(51,232,250)	(52,459,629)	(53,735,152)	(55,060,732)	(56,414,366)
Sale of Services	(6,518,418)	(6,570,124)	(6,622,817)	(6,676,138)	(6,730,102)
Electric Utility Fees	(42,033,580)	(43,574,167)	(45,184,489)	(46,844,859)	(48,566,311)
Sewer Utility Fees	(5,099,025)	(5,615,858)	(6,179,246)	(6,656,398)	(6,673,887)
Water Utility Fees	(8,030,014)	(8,456,584)	(8,908,307)	(9,384,530)	(10,002,579)
Fiscal Services	(2,675,400)	(2,676,540)	(2,677,683)	(2,678,828)	(2,678,977)
Grants	(1,574,774)	(1,550,398)	(1,619,450)	(1,620,086)	(1,620,728)
Other Revenues	(12,888,022)	(12,201,100)	(12,203,222)	(12,212,415)	(12,167,377)
Development Cost Charges	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)
Donations	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
	<u>(130,661,483)</u>	<u>(133,714,401)</u>	<u>(137,740,365)</u>	<u>(141,743,987)</u>	<u>(145,464,327)</u>
Expense					
General Operating	68,607,090	68,605,531	68,755,850	69,399,544	70,154,430
Electric Operating	37,757,736	37,680,712	37,851,418	39,845,637	42,109,499
Sewer Operating	4,317,737	4,286,542	4,309,399	4,642,284	4,718,022
Water Operating	3,626,292	3,717,354	3,873,102	3,983,967	4,024,684
	<u>114,308,855</u>	<u>114,290,139</u>	<u>114,789,768</u>	<u>117,871,432</u>	<u>121,006,635</u>
Annual Surplus (Deficit)	(16,352,628)	(19,424,262)	(22,950,597)	(23,872,555)	(24,457,692)
Capital					
General Capital	5,791,102	15,992,505	19,206,928	8,875,504	10,247,000
Electric Capital	3,315,085	2,979,024	2,399,218	2,896,778	2,831,262
Sewer Capital	2,046,000	3,240,000	4,667,000	2,806,000	5,820,000
Water Capital	5,282,500	3,990,700	4,966,285	7,504,320	3,465,000
	<u>16,434,687</u>	<u>26,202,229</u>	<u>31,239,431</u>	<u>22,082,602</u>	<u>22,363,262</u>
Debt Proceeds	(1,500,000)	-	-	(2,798,820)	-
Land Proceeds	(2,500,000)	(200,000)	(200,000)	(200,000)	(200,000)
Principal repayments	4,230,055	2,952,436	2,020,262	2,002,812	2,004,677
Transfer to/from surplus/Reserve	(312,114)	(9,530,403)	(10,109,096)	2,785,961	289,753
Financial Plan Balance	<u>0.00 -</u>	<u>0.00</u>	<u>0.00 -</u>	<u>0.00</u>	<u>0.00</u>

Bylaw No. 2017-48

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2017-48".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Rezone Lot 15, District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3467, located at 190 Bassett Street and to Rezone Lot 16, District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3467, located at 196 Bassett Street from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	18	day of	July, 2017
A PUBLIC HEARING was held this	1	day of	August, 2017
READ A SECOND time this		day of	, 2017
READ A THIRD time this		day of	, 2017
RECEIVED the approval of the		day of	, 2017
Ministry of Transportation on the			
ADOPTED this		day of	, 2017

Notice of intention to proceed with this bylaw was published on the 21 day of July, 2017 and the 26 day of July, 2017 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Approved pursuant to section 52(3)(a) of the *Transportation Act*
this _____ day of _____, 2017

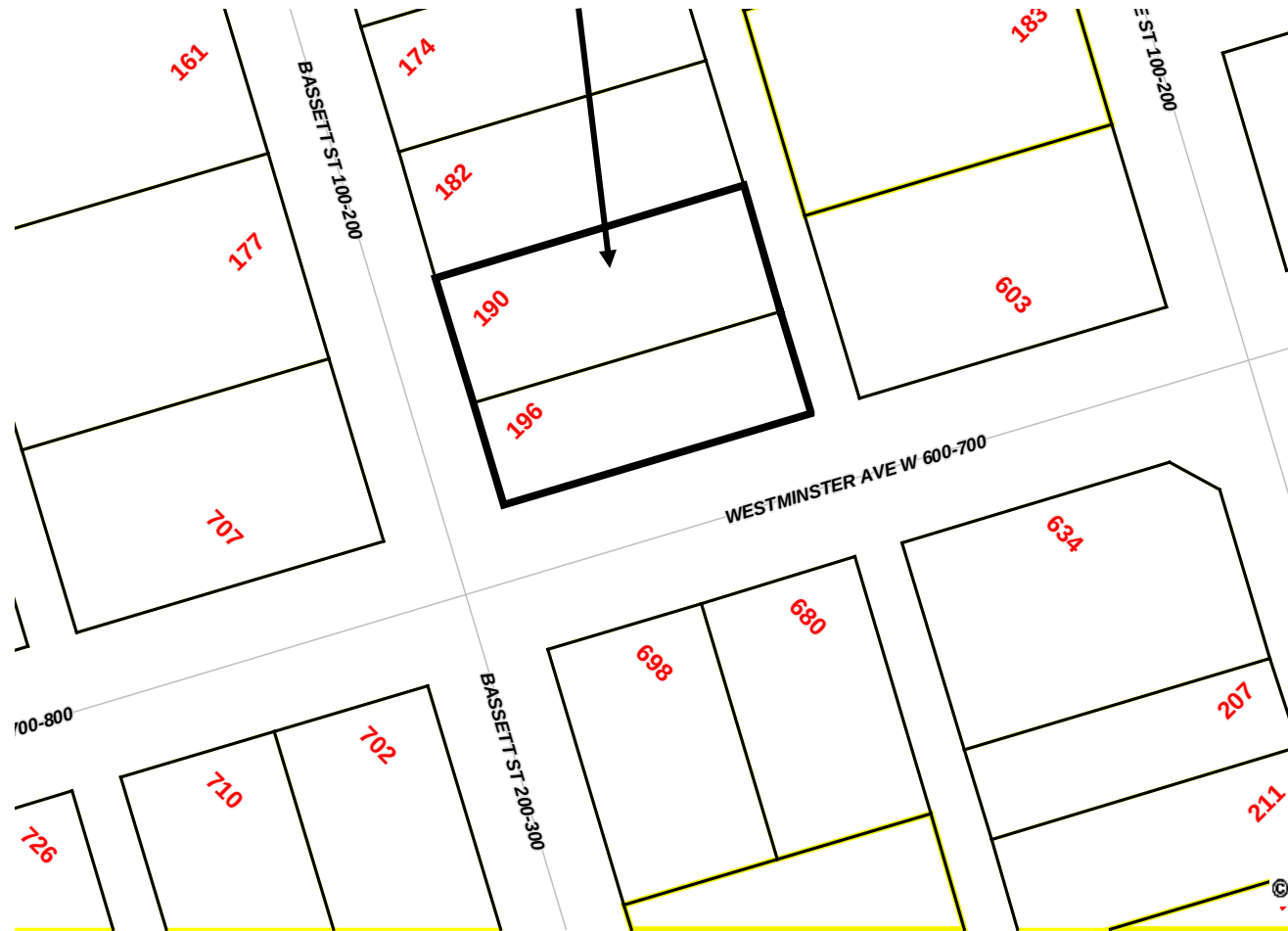
for Minister of Transportation & Infrastructure

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Rezone 190 and 196 Bassett Street
From R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing)

- 168 -



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2017-48

Date: _____

Corporate Officer: _____

The Corporation of the City of Penticton
Bylaw No. 2017 -49

- 169 -

A Bylaw to close and remove highway dedication for a portion of Nanaimo Avenue Boulevard

WHEREAS Section 40 of the *Community Charter* provides that a council may, by bylaw, permanently close all or part of a highway that is vested in the municipality to all or some types of traffic and remove the dedication of a highway;

AND WHEREAS the Council of the Corporation of the City of Penticton deems it necessary and expedient to close a portion of unutilized boulevard in the 200 block of Nanaimo Avenue East to facilitate the land swap with Richard and Dianne Spray for the restoration of Penticton Creek;

AND WHEREAS before adopting this bylaw, the Council has given notice of its intention in accordance with section 94 of the *Community Charter*;

AND WHEREAS before adopting this bylaw, Council has provided an opportunity for persons who consider themselves affected by the bylaw to make representation to Council;

AND WHEREAS before adopting the bylaw, Council has delivered notice of its intention to the operators of utilities whose transmission or distribution facilities or works will be affected by the closure;

AND WHEREAS upon adoption of the bylaw, the bylaw will be filed in accordance with section 120 of the *Land Title Act*;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Road Closure (Nanaimo Avenue) Bylaw No. 2017-49."

2. **Purpose:**

Authority is hereby given to the Corporation of the City of Penticton to close a portion of the road and remove the highway dedication for +-25 sq.m. portion of unutilized boulevard in the 200 block of Nanaimo Avenue East that is south of 298 Van Horne Street as shown on Schedule 'A' attached hereto and forming part of this bylaw.

READ A FIRST time this 18 day of July, 2017

READ A SECOND time this 18 day of July, 2017

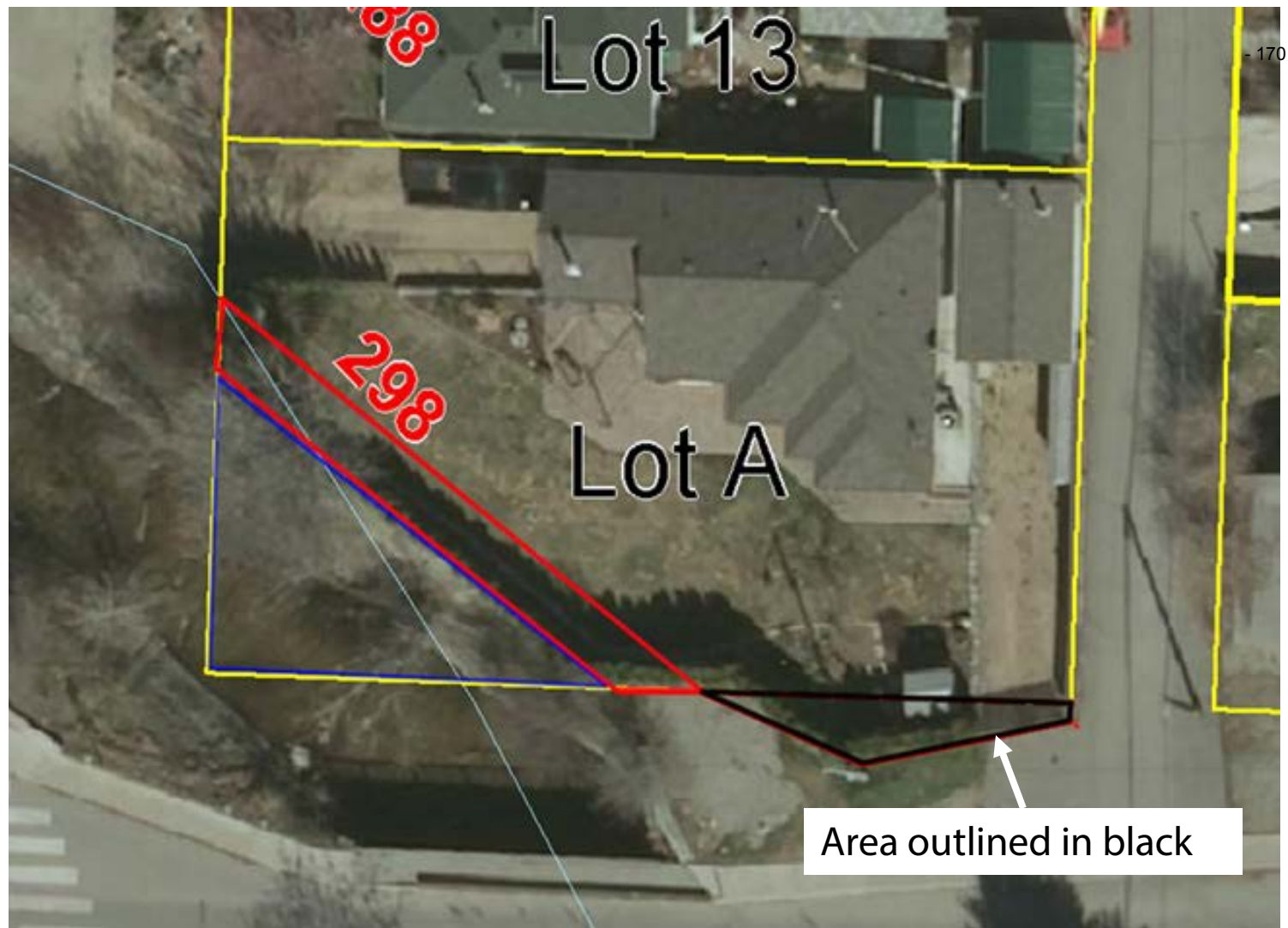
READ A THIRD time this 18 day of July, 2017

ADOPTED this day of , 2017

Notice of intention to proceed with this bylaw was published on the 7 day of July, 2017 and the 12 day of July, 2017 in the Penticton Herald newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer



City of Penticton – Schedule 'A'

Road Closure (Nanaimo Avenue) Bylaw No. 2017-49

Date: _____

Corporate Officer: _____

Council Report

penticton.ca

Date: August 1, 2017
To: Peter Weeber, Chief Administrative Officer
From: Ken Kunka, Building and Permitting Manager
Address: 200 - 553 Veas Drive Street

File No: Civic

**Subject: Cascades Casino Penticton – Structural Change to Liquor Primary Licence
Gateway Casinos & Entertainment Limited**

Staff Recommendation

THAT Council recommends to the Liquor Control and Licensing Branch (LCLB) that it support the application from Cascades Casino Penticton (Gateway Casinos & Entertainment Ltd) located at 200 – 553 Veas Drive for a Structural Change to add a new outdoor patio with:

- A maximum occupant load of 14 persons; and
- Hours of operation meeting the existing Liquor Primary Licence.

Background

The City has received an application from Glenn Atchison, Manager of Compliance - Gateway Casinos and Entertainment Ltd., proposing a structural change to their existing Liquor Primary Licence originally supported by Council on March 21, 2017 (resolution 208/2017). The structural change is required as the patio area is changing from staff smoking area to patron smoking area, which expands the liquor service area. Entry and exit doors to the patron smoking patio are the only renovations that are required.

The proposed patio will have a maximum occupant load of 14 persons and operate with the same hours as the main casino:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
2:00 AM	2:00 AM	2:00 AM	2:00 AM	2:30 AM	2:30 AM	2:00 AM

The applicant believes that there will be no change to their business model or negative impact to local residents.

Site Context

The property is zoned P1 (Public Assembly) with an OCP designation of PR (Parks and Recreation). The property is located within the South Okanagan Event Centre (SOEC) campus in a mixed residential, recreational and commercial area. There are currently liquor primary licensing at the SOEC and adjacent Penticton curling rink.

LCLB Legislation, Policy and Bylaw Review

Liquor Primary - Any business in the hospitality, entertainment or beverage industry, including bars, pubs, lounges, nightclubs, stadiums, theatres, recreation and convention centers, may apply for a liquor-primary licence. The only exceptions are businesses geared towards youth (which may not be licensed to serve liquor) and private clubs (which require a liquor-primary club licence.)

The Liquor Control and Licencing Act requires the LCLB to consult local governments on liquor licence requests of a prescribed class or category prior to issuance of such a licence, giving the local government an opportunity to provide comments and recommendation(s) and to gather views of residents within the area.

The Liquor Control and Licensing Regulation requests that the City review and provide resolution related to the following criteria:

- The location of the establishment, person capacity and hours of liquor service of the establishment,
- The impact of noise on nearby residents,
- The impact on the community if the application is approved (example - public nuisance (RCMP), traffic issues, etc.); and
- Public input for the community in the immediate vicinity of the proposed endorsement service area(s) and how input was gathered.

Financial implication

The public consultation process costs will be offset by the Liquor Review application and public signage fees.

Analysis

Technical Review

In consideration of Liquor Control and Licencing regulation criteria, the following information has been provided from the City's Liquor Licencing Technical Review Committee and staff with regards to structural change request.

1. The potential for noise if the application is approved.
 - The occupant load is minor but the proposed patio faces south towards residential properties, which may create increased noise levels. This potential issue has been addressed with the applicant and casino staff will take appropriate measures to monitor patrons. There is also security cameras in place to monitor the area.
 - To date the City has no records of noise or nuisance complaints on record.
2. The impact on the community if the application is approved (example - public nuisance (RCMP), traffic issues, etc.).
 - There were no concerns related to increased traffic or potential public nuisance issues.
 - Security measures and staff monitor will be in place.
 - Any unacceptable noise generation can be addressed under the Good Neighbour Bylaw and Business Licence Bylaw.

Public Consultation

As this application is an amendment to an existing licence, public notification was commenced as part of staff and the LLTRC review. A notice of application and request for comment was mailed out to the business owners and residents within 100m (Consultation map - Attachment C) which focused on the residential properties to the south. One Public Notice sign has been placed along Eckhardt Avenue West and two public notices placed in the local newspapers.

As a result, there have been no inquiries or letters received at the time of preparation of this report. Citizens are also provided the opportunity to comment on the application the day of the Council meeting held August 1, 2017

In Conclusion

Based upon the comments received by the Liquor Licensing Technical Review Committee and consultation with staff and the public, it is recommended that the proposed structural change be supported.

Council can choose to support the application as presented or modify the request with further restrictions such as use or hours. Should Council deny the application then the applicant will be informed of that decision and a Council resolution outlining the reason for denial will be forwarded to the LCLB.

Alternate recommendations

1. THAT Council denies support of the Liquor Primary Structural change for Cascades Casino Penticton.
2. THAT Council refers the Cascades Casino Penticton application back to staff for further review.

Attachments

Attachment A – Location Map

Attachment B – Photos of patio area

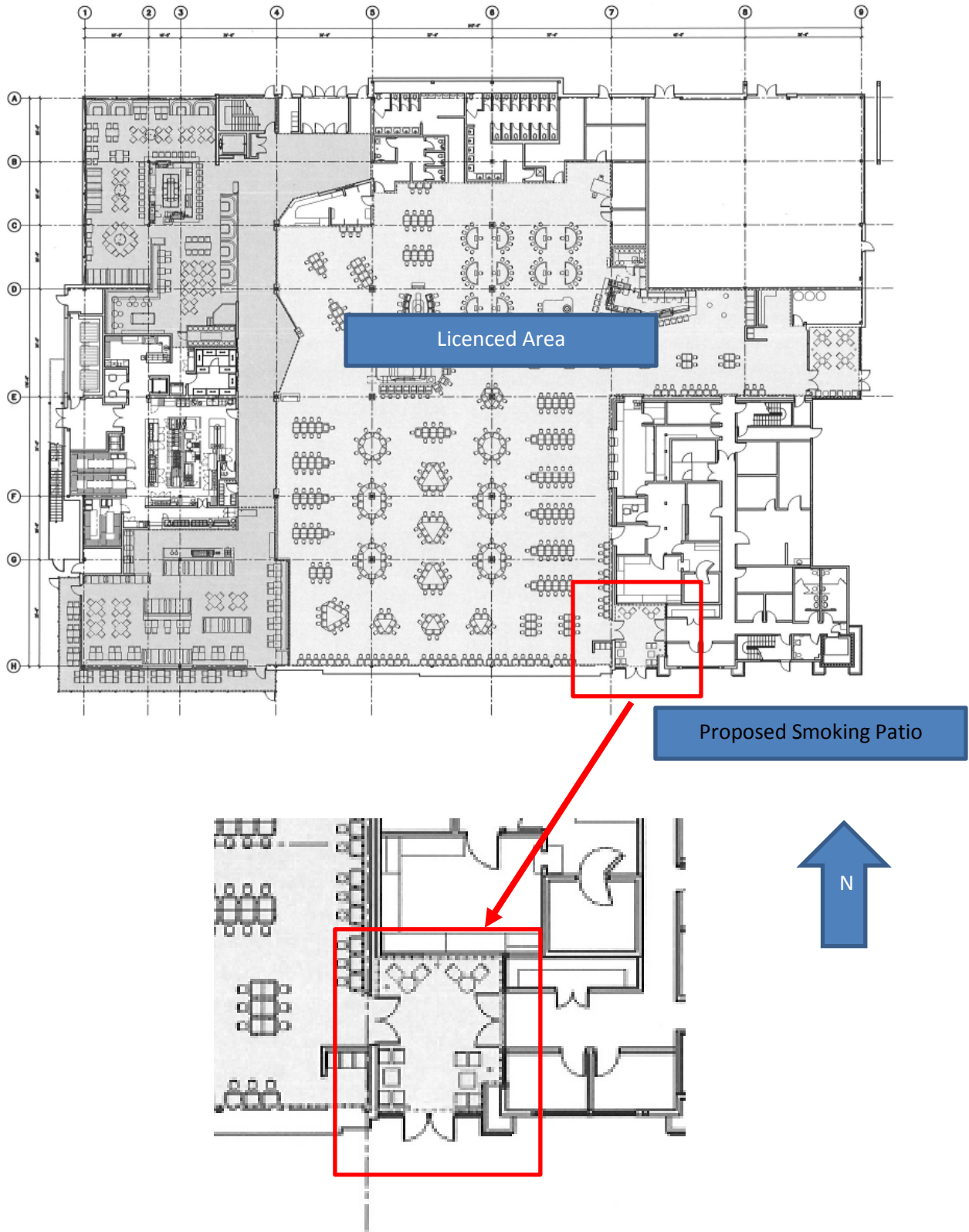
Attachment C – Public Consult Map

Respectfully submitted,

Ken Kunka, Building and Permitting Manager
Approvals

DDS 	CAO PW
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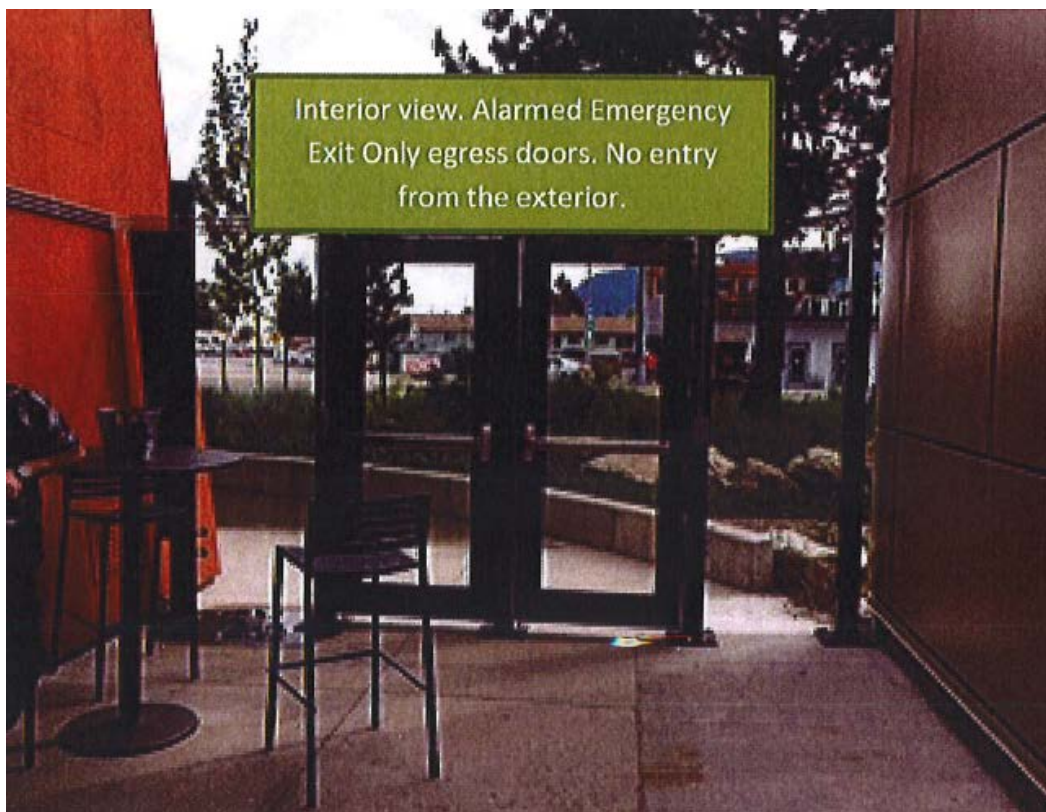
Attachment A
Licensed Main Floor – South Patio Area



Attachment B
Proposed Patio Area



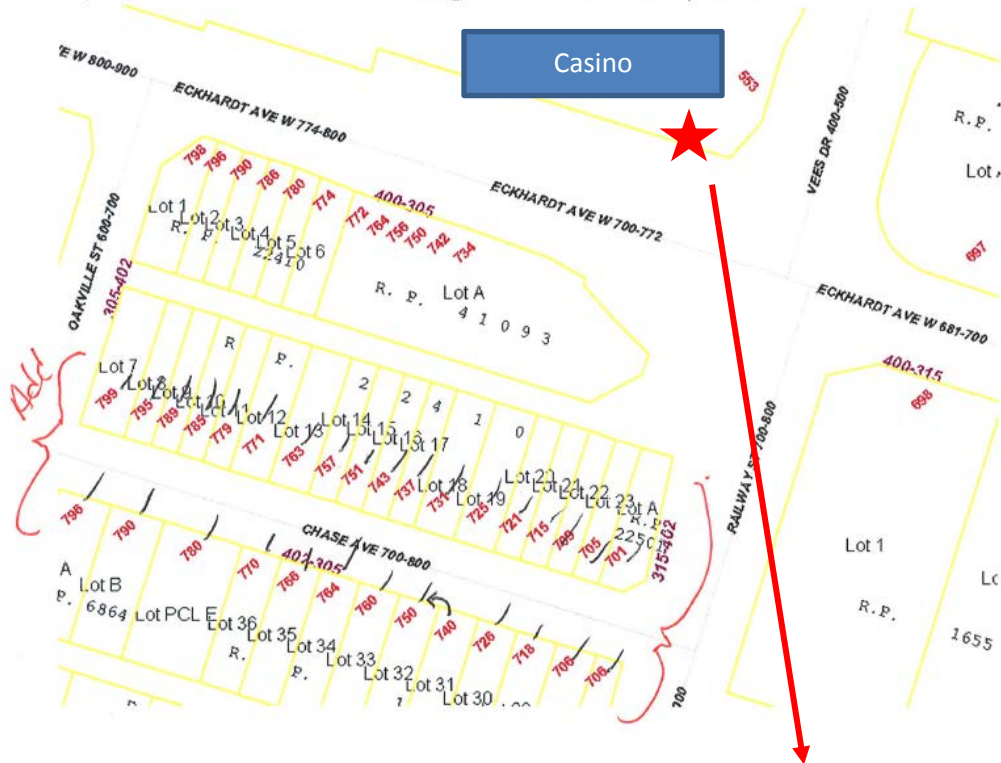
View from Eckhardt Ave W



Patio Interior - Looking South

Attachment C Public Consultation Map & Sign

July 14, 2017 553 Vees Dr – Structural Change PL -9784 – Addition to previous mail out.



Council Report

penticton.ca

Date: August 1, 2017
To: Peter Weeber, Chief Administrative Officer
From: Blake Laven, Planning Manager
Address: 1706 Main Street
Subject: **Zoning Amendment Bylaw No. 2017-50**

File No: RZ PL2017-8009

Staff Recommendation

THAT "Zoning Amendment Bylaw No. 2017-50", a bylaw that amends City of Penticton Zoning Bylaw No. 2017-08 by adding the uses "dwelling units, congregate housing, transitional housing and emergency shelter" to the C7 zone on a site specific basis for *Lot 8, District Lots 1997S and 3237S, Similkameen Division Yale District, Plan 4762 and That Part of Closed Road in District Lot 3237S, Similkameen Division Yale District, Shown as Parcel B (Plan B7772), Lying Adjacent to Lot 8, Plan 4762*, located at 1700 and 1706 Main Street, be given first reading and be forwarded to the August 15, 2017 Public Hearing;

AND THAT final adoption of "Zoning Amendment Bylaw No.2017-50" be subject to the registration of a 4.0m road dedication along the Main Street frontage of the property and consolidation of the two parcels at the Land Title Office.

Strategic priority objective

The proposed development meets several of the City's strategic priorities, including providing affordable housing and creating a safe community. The project also assists in filling a gap identified by the recently completed housing needs assessment to provide additional non-market housing in Penticton.

Background

The subject property currently features a 54-unit motel with a mix of hotel suites, traditional motel suites and a large indoor swimming pool.

The property was recently purchased by BC Housing, with the intent of converting the motel, through a major renovation, into housing for those in need of mental health services, persons suffering from addictions and persons in housing crisis. The property is also intended to accommodate the City's homeless and emergency weather response shelters, a service that is currently operating at Compass House in the Downtown. The facility will be run by the Penticton and District Society for Community Living (PDSCL) in partnership with Interior Health, who will be managing the units intended for persons with mental health issues and the Salvation Army, who will be operating the emergency shelter and emergency weather shelter.

The housing being provided is based on the “housing first” model, as championed by 100 Homes Penticton in our community and 20,000 Homes Canada on a federal level. The development will be called Compass Court.

Renovations to the property will consist of cosmetic upgrades, including painting, new flooring and general clean-up of the existing motel rooms. The major renovation will be the conversion of the pool area into the shelter.

Prior to occupancy of the building, a building permit process will be undertaken to change the use of the property from a tourist accommodation designation to a long term residential designation, dealt with differently in the BC Building Code. That process has already begun with environmental testing and plans being developed. Actual construction will begin after zoning approval, if successful.

The intent is for the emergency weather shelter to be open for November of this year as work on the long term housing units proceeds.

Proposal

The applicants are requesting the following amendment to Zoning Bylaw 2017-08:

Add Section 11.7.4

.3 In the case of *Lot 8, District Lots 1997S and 3237S, Similkameen Division Yale District, Plan 4762 and That Part of Closed Road in District Lot 3237S, Similkameen Division Yale District, Shown as Parcel B (Plan B7772), Lying Adjacent to Lot 8, Plan 4762*, located at 1700 and 1706 Main Street, the following uses shall be permitted: ‘dwelling units, congregate housing, transitional housing and emergency shelter’.

Financial implication

“Housing first” models are proven to reduce costs of servicing persons with addictions, mental health and homeless. Housing first models and are shown to reduce the overall cost to a community for hospital, police and other emergency services. Studies have also shown that housing first models have led to reductions in crime in communities that have embraced the model over more traditional ‘qualifying for housing’ models.

Technical Review

The subject application was referred to the Technical Planning Committee (TPC) for their review and comment. No major concerns were identified as part of that review. The service level for sewer, water and fire protection are adequate for the intended use. The City’s Building Department has been involved with BC Housing and their consultant on the required code upgrades to convert the building. That work has been ongoing.

A 4.0m road dedication has been identified and staff are recommending that the road dedication be registered with the Land Title Office prior to adoption of the zoning amendment bylaw. The City’s sidewalk is actually constructed on the subject lands. With the road dedication, the sidewalk will end up in the road right-of-way, where it belongs. Lot consolidation is also being recommended.

Parking

There are currently 52 parking spaces on site. BC Housing and PDSCL have indicated that this parking amount is sufficient for their staff and the few tenants that have vehicles.

Analysis

Zoning Amendment

According to the recently completed Housing Needs Assessment for the City of Penticton, our community is deficient by over 200 units of non-market supported housing. The City's homeless and cold weather shelters are operating at above capacity. The need for this type of facility is evident, however, the question with this type of facility is always where an appropriate location would be. The location selected by BC Housing for this project is, in staff's consideration, a good location. This is an area easily serviced by transit, is close to major shopping areas including several fast food restaurants, grocery stores and Value Village. More importantly, the site is close to the hospital and other emergency services.

The success of housing first models relies on monitoring, good oversight and continued funding. The intent here is to have a safe place for persons to live with access to services (mental health, addictions, counselling etc.) that will allow people to take steps to improve their personal situation. The facility is intended to have security measures in place, including fencing, with secured locking gates and 24 hour a day on-site management personnel.

This investment by the Housing Authority follows two other projects which saw the conversion of older motels into supported housing for persons with high resource needs. The Skaha Sunrise (2010) and Fairhaven (2016) projects are both up and running. While some growing pains with the two projects were experienced early-on, both properties are currently operating well with waitlists for entry. The subject project is more ambitious than the previous two. This is a larger property with more units and will incorporate health services as well as emergency and cold weather shelter services. The hope is that with the new project coming on-line, pressure at Fairhaven and Skaha Sunrise will be reduced as the 'high resource' residents are better placed where they will succeed.

The City's Official Community Plan (OCP) designates this property as General Commercial, and envisions this area as an area for large format retail. The General Commercial designation does permit some residential uses, but is primarily an area for commercial development. This is the reason why the application is not to change the commercial zoning for the property, but to keep it C7 and add the desired uses as site specific uses. When this property redevelops in the future, it is intended that the property will redevelop as a commercial development.

Given the above and the ultimate need for additional low cost structured housing for those at risk of homelessness, staff recommend that Council give first reading to the zoning amendment bylaw and forward the bylaw to the August 15, 2017, Public Hearing for comment from the public and neighbouring businesses and property owners.

Alternate recommendations

1. THAT Council deny first reading to "Zoning Amendment Bylaw No. 2017-50".
2. THAT Council refer the application back to staff for further discussions with the applicants.

Attachments

Attachment A – Location Map
Attachment B – Images of subject property
Attachment C – OCP and zoning maps of subject property
Attachment D – Letter of Intent from applicant
Attachment E – Proposed road widening
Attachment F – "Zoning Amendment Bylaw 2017-50"

Respectfully submitted

Blake Laven, MCIP, RPP
Planning Manger

Approvals

Director Development Services 	Chief Administrative Officer PW
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Attachment A
Subject Property Location Map



Attachment B
Images of Subject Property



Figure 1: Subject property from Main Street looking east



Figure 2: Subject property from sidewalk on east side of Main Street looking north



Figure 3: Subject property from Amherst Street looking west



Figure 4: Northern side yard from Main Street and from Amherst Street

Attachment C
Land Use Maps

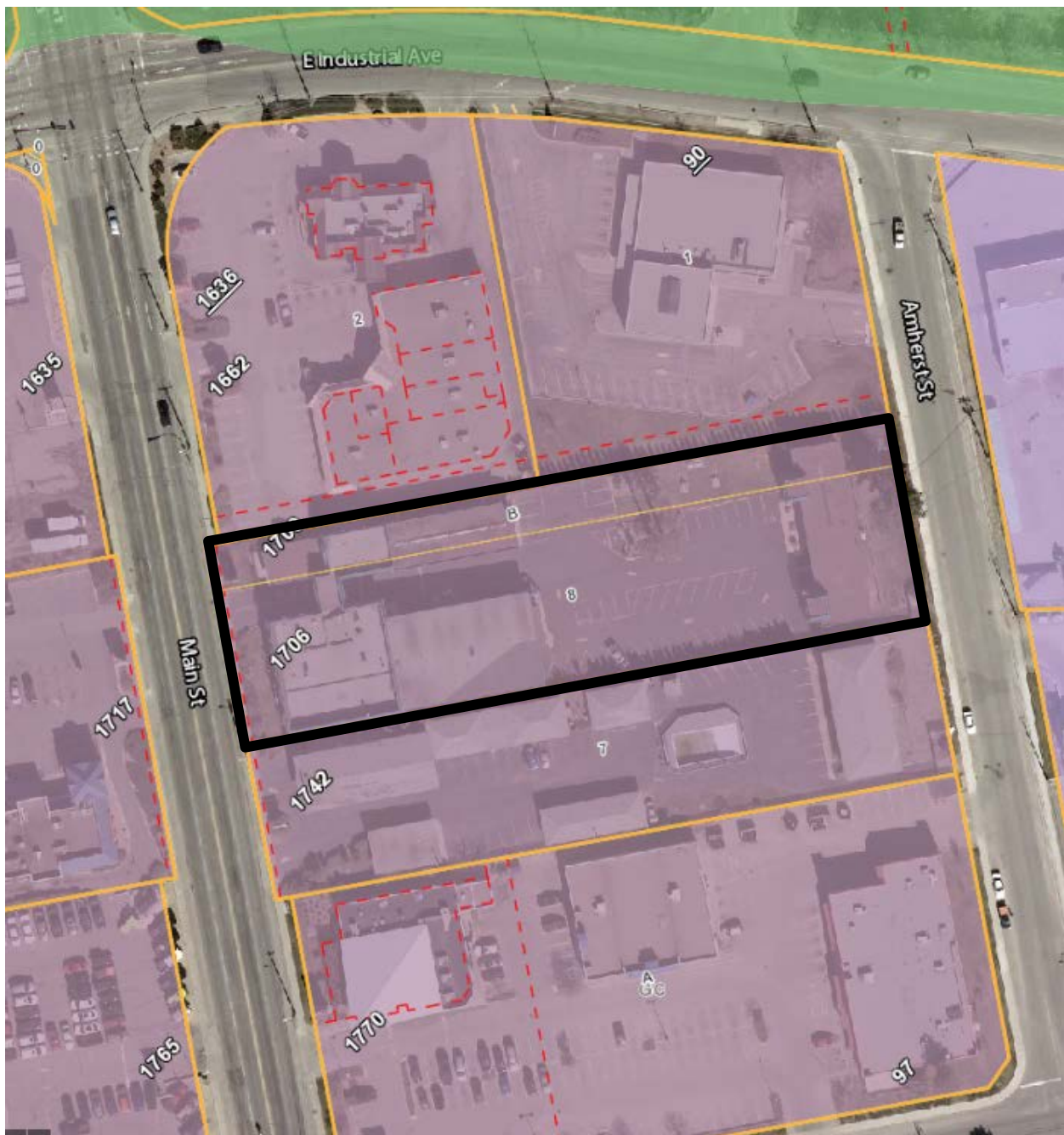


Figure 5: Official Community Plan Future Land Use Map (Showing subject property as GC - General Commercial)

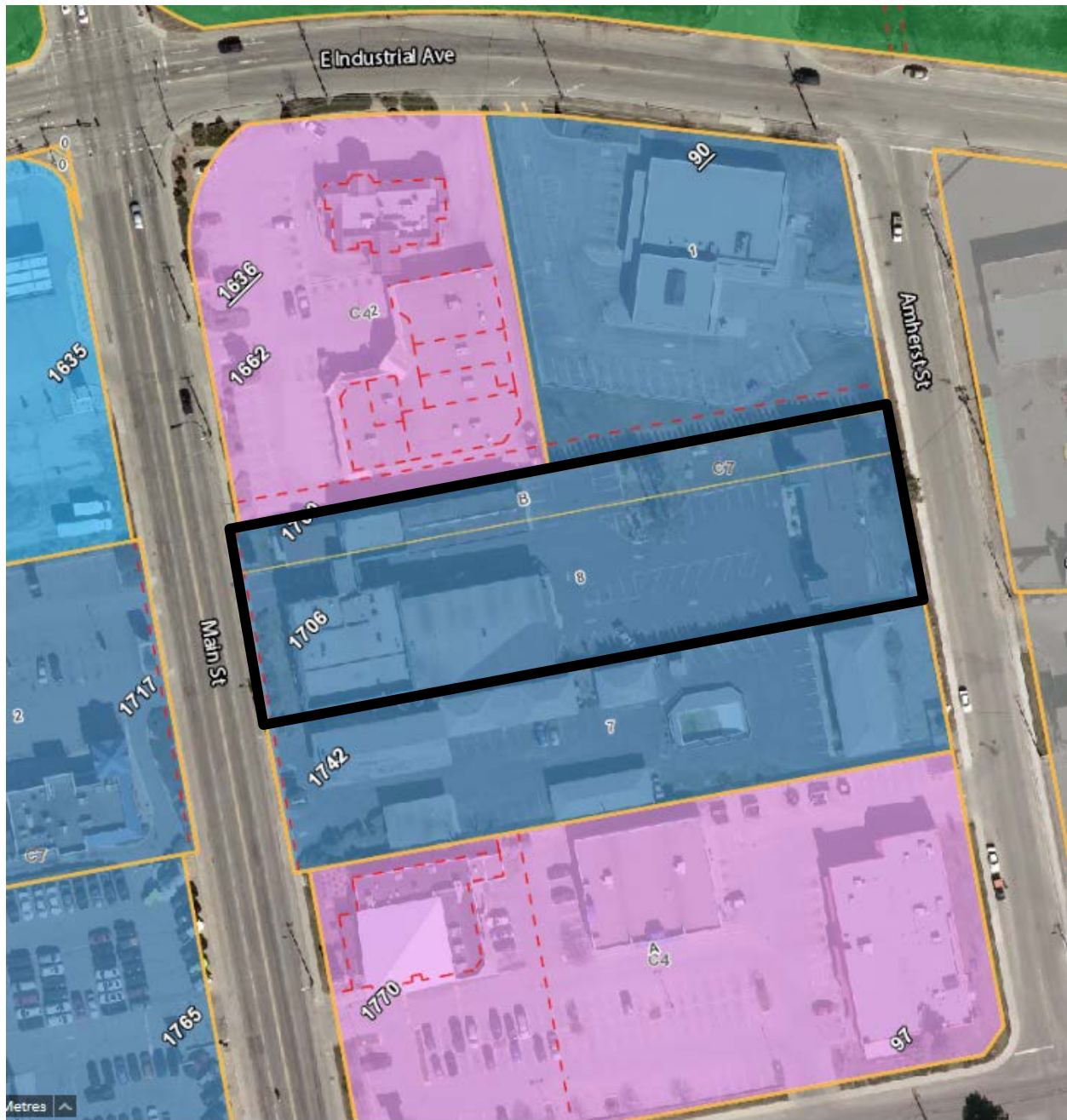


Figure 6: Zoning Bylaw 2017-08 zoning map (showing the subject property as C7 - Service Commercial)

Attachment D
Letter of Intent from applicant



Penticton and District Society For
Community Living
180 Industrial Avenue West
Penticton, BC V2A 6X9
Phone: 250-493-0312 Fax: 250-493-9113
Email: admin@pdscl.org www.pdscl.org

July 4, 2017
City of Penticton – Planning Department
171 Main Street
Penticton, BC V2A 5A9

Dear Planning Committee,
Re: Application to rezone 1706 Main Street, Penticton (Formerly Super 8 Motel)

We are seeking your support in rezoning the above C7 property with a site-specific amendment to allow for congregate housing, townhouses, dwelling units and emergency shelter as permitted uses on this property. The plan is to utilize the three (3) separate properties on this site in the following manner:

- Penticton & District Society for Community Living will be offering a progressive range of transitional housing for those struggling with mental illness and substance use as they move towards independent living;
- Salvation Army will be running their Extreme Weather Response (EWR) and Shelter Programs which will have on-site staff 24/7; and
- Interior Health will provide support services to mental health clients in the community.

The proposed location is away from downtown Penticton, but is still close to the necessary amenities and support services. There is a high need for housing and support services for vulnerable individuals at risk of homeless in Penticton and the existing EWR site has outgrown its current location. This opportunity brings together the transition housing, shelter and support services into one location, which will assist the clients in accessing the housing and supports they need.

We will make every effort to successfully integrate this development into the neighbourhood and provide much needed support for some of the most vulnerable in our community. To do this, we will be drawing on BC Housing's experience with the Fairhaven property, located at 2670 Skaha Lake Road. The plan is to ensure the following in place to prior to moving anyone in or opening the EWR and shelter programs:

- EWR and shelter programs will have onsite 24/7 staff;
- Engaging the neighbours and local businesses to identify and address concerns;
- Providing a quick response to neighbourhood concerns;
- Completing the renovations on the units and common areas;
- Providing gated areas for designated smoking and pets;
- Ensuring a CCTV system is in place to monitor the premises; and
- Enclosing all the buildings with secured locking gates that are only accessible to approved individuals.

If you have any questions, please contact me at 250.493.0312 or tony@pdscl.org.

Regards,

Tony Laing
Executive Director
Penticton & District Society for Community Living

Our Mission "To enhance the lives and the potential of the people we are able to serve"

Attachment E
Proposed road widening



A Bylaw to Amend Zoning Bylaw 2017-08

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

1. **Title:**

2. **Amendment:**

Add Section 11.7.4 SITE SPECIFIC PROVISIONS

ADOPTED this _____ day of _____, 2017

Andrew Jakubeit, Mayor

Page 1 of 1

Council Report

penticton.ca

Date: August 1, 2017
To: Peter Weeber, Chief Administrative Officer
From: Audrey Tanguay, Senior Planner
Address: 910, 920, 932, 946 Eckhardt Avenue West
Subject: **Zoning Amendment Bylaw No. 2017-51**

File No: RZ PL2017-7957

Staff Recommendation

THAT "Zoning Amendment Bylaw No. 2017-51", a bylaw to rezone Lot A, District Lot 366, Similkameen Division Yale District Plan 34986, located at 910 Eckhardt Avenue West from C8 (Vehicle Service Station) to CT1 (Tourist Commercial), and to Rezone Lots 4-5-6, District Lot 366, Similkameen Division Yale District Plan 10670, located at 920, 932, 946 Eckhardt Avenue West from R2 (Small Lot Residential) to CT1 (Tourist Commercial) and add a site specific zoning amendment to increase the maximum height, waive the bicycle parking, decrease the parking ratio for the subject lands be given first reading and be forwarded to the August 15, 2017 Public Hearing;

AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2017-51", the following conditions are met:

1. A 2m road dedication and 5.0m x 5.0m northeast corner cut on Eckhardt Avenue West is registered with the Land Title Office;
2. The subject lots are consolidated and registered with the Land Title Office;
3. A transportation impact assessment is submitted.

AND THAT, in accordance with section 507 of the *Local Government Act*, Council require the developer to construct the full width of the lane along the frontage of the property, including the provisions for storm water management.

Strategic priority objective

Support for this project will help to create a welcoming city part of the livable pillar. This project will also contribute to the economy of Penticton's tourism industry and support the initiatives of the South Okanagan Event Centre Campus.

Background

This application concerns a proposal to construct a four storey 75 suite hotel on the subject lands. The subject properties (Attachment 'A') represent four parcels of land, which are presently designated by Official Community Plan 2002-20 (OCP) as GC (General Commercial) and zoned C8 (Vehicle Service Station) and

R2(Small Lot Residential) by City of Penticton Zoning Bylaw No. 2017-08. The subject properties are currently vacant. The most recent use of the property was a gas station operating under the Petro Canada franchise. The gas station shut down in mid-2013, shortly after the new Petro Canada station opened at 1090 Westminster Avenue. All of the buildings on the subject property were demolished in January 2014 and all of the petrol pumps, canopy and underground tanks have been removed. The applicants have submitted a "Certificate of Compliance" issued from the Ministry of Environment, Land Remediation Branch, with their application, stating that the site has been satisfactorily remediated to meet the applicable Contaminated Sites Regulation remediation standards and criteria.

Surrounding properties are designated by the OCP as GC (General Commercial) and PR (Parks and Recreation). Penticton's Golf and Country Club is located south of the subject property.

The property is located within the General/Tourist Commercial Development Permit area, thus a development permit is required prior to construction. Furthermore, because this property fronts a controlled access highway, the Ministry of Transportation and Infrastructure (MOTI) must grant approval prior to adoption of the Zoning Bylaw amendment. MOTI has provided a response, discussed in detail below.

Proposal

To accommodate the tourist accommodation use the applicants are proposing to rezone 910 Eckhardt Avenue West from C8 (Vehicle Service Station) to CT1(Tourist Commercial), and to rezone 920, 932, 946 Eckhardt Avenue West from R2 (Small Lot Residential) to CT1 (Tourist Commercial).

Additionally, a site-specific zoning is proposed for the site that includes the following:

Section 11.10.4

.3 In the case of Lot A, District Lot 366 ,Similkameen Division Yale District Plan 34986, located at 910 Eckhardt Avenue West and Lots 4-5-6, District Lot 366, Similkameen Division Yale District Plan 10670, located at 920, 932, 946 Eckhardt Avenue West the following applies:

.1 Notwithstanding the Subdivision and Development Regulations in Section 11.10.2, the following regulation applies to these properties:

- Building height of 16.5m for the stair tower and 15m for principal roof is permitted
- A maximum parcel coverage of 46.5% is permitted

.2 Notwithstanding the Parking requirements in Section 7.6, the required parking spaces shall be 0.9 spaces per room and 4 Class 1 Biking spaces and 2 Class II bicycle spaces shall be required

Financial implication

The construction value of the project is estimated to be around 10.3M. This will contribute approximately \$79,000 a year in general municipal taxes based on the 2017 tax rate, whereas the current taxes on the property are approximately \$6,300 a year.

Technical Review

This proposal was forwarded to the City's Technical Planning Committee and reviewed by the Engineering and Public Works Departments as well as the provincial Ministry of Transportation and Infrastructure. The following items are noted and will need to be addressed as this project moves through the development process:

Lot Consolidation

Initial comments from MOTI indicate that lot consolidation will be a condition that of approval. Staff have recommended that lot consolidation happen prior to adoption of the zoning bylaw.

Site access

One of MOTI's conditions of approval are that no direct access to the site be permitted from the controlled access highway. Access to the property will be from what is currently an unconstructed lane, located directly to the east of the subject property. These lands are, at this time, used by the Golf Club as golf cart parking. The developer has made an agreement with the Golf Club to relocate the cart parking and to open up the laneway to traffic. The construction of the lane and new intersection with the highway will be completed at the expense of the developer.

MOTI has also commented on the proposed deceleration lane and current entrance design and are requiring that this be redesigned. The redesign of the entrance will need to be completed prior to zoning adoption, but should not affect the building location.

Traffic Management Study / Access Design

MOTI has also indicated the need for a transportation impact assessment. Precisely, there is a request to examine the entrances on the 97 Highway, the proposed loading zone and the parking alignment. The report will also need to speak to the turning radius at both the entrance and the lane with consideration for fire truck access. The pedestrian traffic will need to be addressed along Eckhardt Avenue W and the entrance to confirm the safety of the proposed crossing at the lane. This analysis will need to be submitted to the City prior to final zoning approval. If the report identifies any significant off-site works, these may be a requirement of the developer at a further stage in the process.

Road Dedication

The City's road widening map shows a proposed 2m road dedication along Eckhardt Avenue West. The 2m dedication also forms parts of a request from MOTI. This widening will help to achieve the desired width of Eckhardt Avenue West. Through the traffic impact analysis, additional road dedication may be suggested along the lane including additional turning radius for emergency vehicle. MOTI is also requiring that any buildings be set back a minimum of 3.0m from the future property line. The building is currently 3.0m from the future property line so will not need to be relocated as long as no further road dedication is required, beyond the 2.0m already identified.

Electrical

Electrical service to the development will be underground from a new pad mount transfer. An easement will be required for city owned equipment on private property. The easement will be registered as part of the development permit and building permit process, if rezoning is successful.

Frontage upgrades

As part of building permit approval, street frontage upgrades (curb letdowns, sidewalk improvements) will be required. Standard water and sewer upgrades will be required. A private hydrant will also be required on site. MOTI has also placed a requirement that all letdown curbs that currently exist on the property be replaced with barrier curb. This will most likely necessitate the replacement of the entire boulevard and sidewalk area along the frontage of the property. All of the above noted works are required at the developer's expense and have been communicated to the developer.

Certificate of Compliance

The former use on the site included a gas station. Under section 40 of the Environmental Management Act, if a site has been used for industrial or commercial activities and includes Schedules 2 uses under the Contaminated Sites Regulations, the Ministry requires remediation followed by submission of a certificate of compliance. The City has received confirmation from the Ministry of Environment that the site has been satisfactorily remediated to meet the applicable Contaminated Sites Regulations. The requirements under the submitted certificate of compliance specify that any building erected on the site will have to be slab on grade and site grading must remain approximately consistent with current grade or higher.

Development Permit requirement

The subject property is in the General tourist Commercial Development Permit Area. As such, prior to the issuance of a building permit, the applicant will be required to submit a development permit application. The drawings attached to the development permit will have to show conformance to the development permit area guidelines contained in the City's OCP. The plans submitted to date are generally in line with the guidelines. Staff are anticipating some changes with ground level organization, specifically around the entrance to the site. These minor changes to the plans will be dealt with through the development permit process if the rezoning is successful.

Project specifications

As stated above the proposal is for a 75 room hotel. The hotel will have complimentary breakfast but no on site restaurant. Vehicle entrance is proposed in the east side of the property through a new constructed lane. No direct access to Highway 97 (Eckhardt Ave W.) will be granted by the MOTI (Ministry of Transportations and Infrastructures). The MOTI has stated that access to the proposal is only permitted by way of existing Municipal Street or lanes and a restrictive covenant will need to be delivered in favour of the Ministry accordingly. The following table outlines the proposed development statistics on the plans submitted with the rezoning application:

Item	Requirement CT1 Zone	Proposed (Site Specific)
Maximum Lot Coverage:	40%	46.5%
Maximum Density:	1.2 FAR	1.2 FAR
Minimum Lot Width:	20.0m	100m
Minimum Lot Area:	930m ²	2955m ²
Vehicle Parking:	1 per room (75 total)	72 spaces +1 Loading
Bicycle Parking (Class 1):	1 per 125m ² (27 required)	1
Bicycle Parking (Class 2):	1 per 125m ² (27 required)	8

Required Setbacks		
Front yard (North):	3.0m	3.66m
Rear yard (South):	4.5m	5.62m
Interior yard (East):	0m	1.53m
Interior yard (West):	4.5m	20.8m
Maximum Building Height:	12.0m	Stairs Tower: 16.5m Principal Roof: 15m
Other Information:	Subject properties are located within the General/Tourist Commercial Development Permit Area. A development permit will follow the rezoning application.	

Analysis

Zoning Amendment

Support "Zoning Amendment Bylaw No. 2017-51"

The development provides for an increase in the supply of quality tourist commercial space in proximity of existing City's golf course and SOEC campus. The proposal is located in an area that encourages commercial development. The OCP designation for this site is General Commercial (GC), which supports tourist accommodation. Staff consider that the zoning amendment to allow for a four storey, 75-unit hotel is an appropriate use of the land for the following reasons:

- The application is consistent with the OCP's vision that highlights the importance of a range of commercial opportunities that will contribute to its employment and tax base growth.
- The City's commercial goals are to work towards achieving a well-balanced economy that provides a range of economic and employment opportunities for the community.
- The OCP encourages development within the general commercial area to integrate and accommodate trees and landscaping, which is included.
- The proximity to the events center, casino and nearby services encourages more walking and active forms of transportation.

Overall, staff consider that the proposed building will contribute positively to the area with the increase in commercial area and the 75 new hotel rooms. The location of the site and characteristics of the surrounding area make it ideally suited for commercial densification. The transition from a petrol station and subsequent brownfield site to a brand new hotel in a strategic gateway location for the City of Penticton is another step in a positive direction for our community.

Given the uniqueness of the site and the limitation placed on the property by both the MOE Certificate of Compliance and MOTI's conditions, staff have established some site specific development regulations for the lands, which provide some site specific allowances above what would normally be acceptable in the CT1 zone. This is a typical process for unique and strategic sites.

Given the above, staff recommends that Council support "Zoning Amendment Bylaw No. 2017-XX" and forward the application to the August 15, 2017 Public Hearing for comments from the public.

Deny/Refer Zoning Amendment

Council may consider that the proposed amendment is not suitable for this site. Although 'tourist accommodation' is a supported use in the General Commercial OCP designation, these lands are not designated as Tourist Commercial and were most likely not envisioned for this scale of tourist accommodation. If this is the case, Council should deny the bylaw amendment. Alternatively, Council may wish to refer the matter back to staff to work with the applicant with any direction that Council considers appropriate.

Alternate Recommendations

1. THAT Council deny first reading of "Zoning Amendment Bylaw No. 2017-51".

Attachments

Attachment A: Subject Property Location Map
Attachment B: Zoning Map
Attachment C: OCP Map
Attachment D: Photos of Subject Property
Attachment E: Site Plan
Attachment F: Elevations
Attachment G: Letter of Intent
Attachment H: Zoning Amendment Bylaw No.2017-51

Respectfully submitted,

Audrey Tanguay

Senior Planner

Approvals

DDS 	CAO PW
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Attachment A – Subject Property Location Map



Figure 1: Subject Property Location Map

Attachment B – Zoning Map



Figure 2: Zoning Map

Attachment C- OCP Map

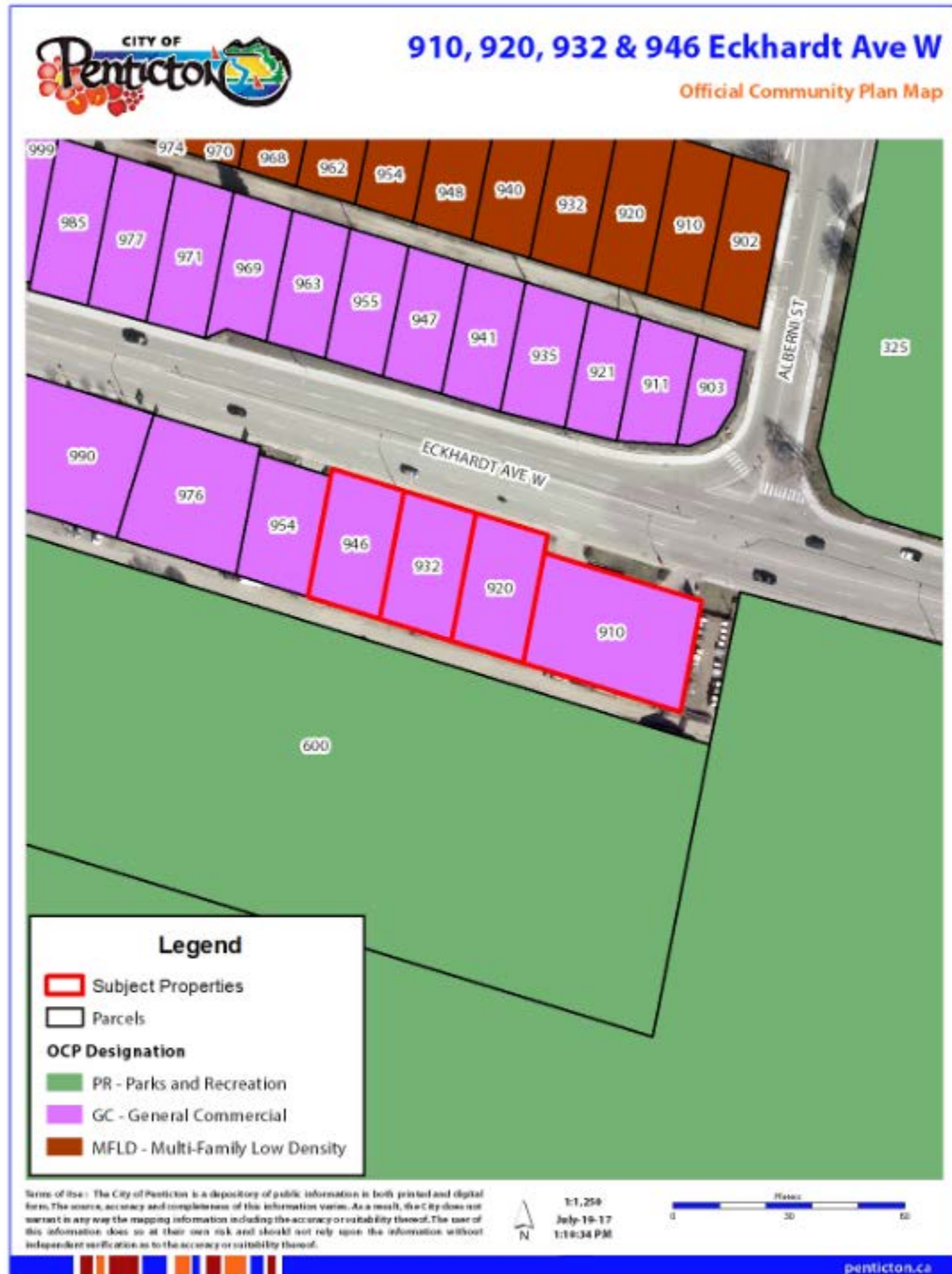


Figure 3: OCP Map

Attachment D – Photos of Subject Property



Figure 4: Front View Looking West



Figure 5: Front View of 640 Eckhardt Ave West

Attachment E - Site Plan

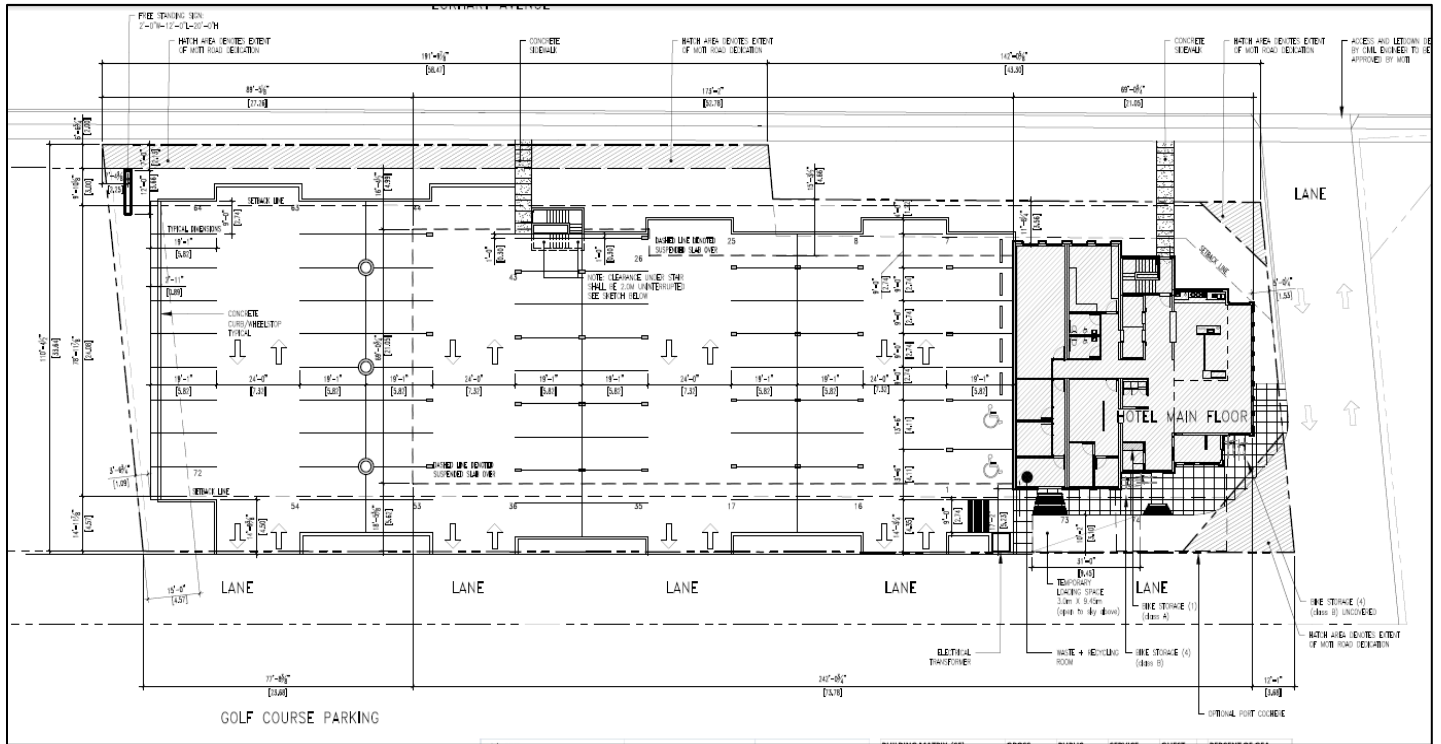


Figure 6: Site Plan

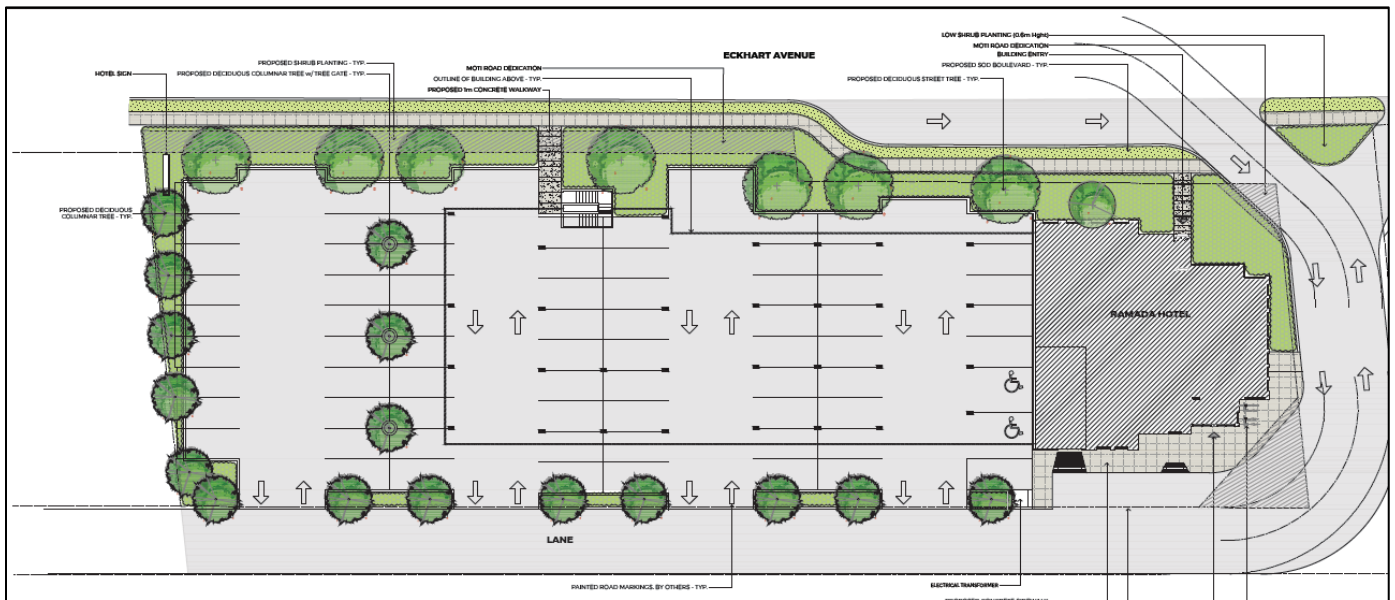


Figure 7: Landscaping Plan

Attachment F – Elevations



Figure 8: View from Eckhardt Avenue



Figure 9: View looking South West



Figure 10: View looking North West



Figure 11: East Elevation



NORTH ELEVATION
SCALE 3/32" = 1'-0"

Figure 12: North Elevation



SOUTH ELEVATION
SCALE 3/32" = 1'-0"

Figure 13: South Elevation

Attachment G- Letter of Intent

JM Architecture Inc.

Registered in BC - AB - ON
Joe M. Minten principal
Architect aibc aaa oaa mraic

6 July, 2017

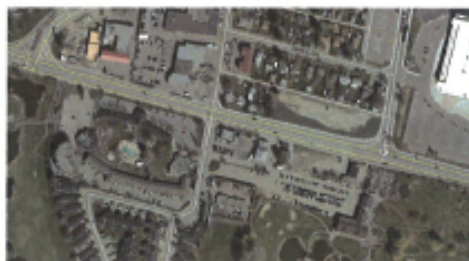
RE: Ramada Penticton - New Development Proposal
910, 920, 932 and 946 Eckhart Avenue

DESIGN NARRATIVE



The proposed development lies within the North Gateway Development Permit Area as defined within the City of Penticton Official Community Plan.

The design meets the Intent of the OCP in all respects.



To the South and East, and across the lane, lies the golf course. To the immediate West is a one storey commercial building and further to the west are other commercial buildings. To the North and across Eckhart Avenue is a large surface parking lot, the Sports complex and residential neighbourhood.

Four lots comprise the development area; the current zoning includes R2 and C8. These four lots shall be consolidated to a single lot and rezoned to CT-1 Tourist Commercial to ensure compliance with the zoning bylaw. The design is in general compliance with the CT-1 zoning however some variances are required; these include the following:

1. Building height to 16.5m (West stair tower) to permit access to the roof for maintenance of building services equipment. Note the main roof structure is set at 14.5m and a raised parapet at the East end of the building set to 15.75m will provide screening for the equipment.
2. Parking is required at 1 space per guest room. This development proposes 74 guest rooms - two are designed as accessible rooms. On-site parking, which includes covered and uncovered areas, provide 73 parking spaces (2 are designated as accessible) and there are two drop off parking spaces which are included to provide the required 74 spaces.

The design is in compliance with all other regulation set out in the CT-1 zone.

MOTI will not permit access to the site directly from Eckhart Avenue so access to the parking is from a new right turn only lane at the east end of the property; reference the site plan.

Bldg 4 -15243 91st Avenue
Surrey, B.C. V3R 8P8
604 583-2003 -T
jmarch@shaw.ca - E

JM Architecture Inc.

Registered in BC - AB - ON
Joe M. Minten principal
Architect aibc aaa oaa mraic

The form and character of the hotel is an eclectic mix of contemporary and traditional elements. All parking spaces are located on the surface; the hotel guest rooms are situated above with only the hotel lobby and ancillary spaces located at the eastern end of the site and adjacent to the principle road access as noted above.

Two exterior materials are used to define the form and character of the building; Hardie Siding forms the base material - four colours are used: Pearl Gray, Rich Espresso, Arctic White and Traditional Red - Vertical Metal Cladding used as accent material in Deep Bronze and Dark Red. The mix and juxtaposition of these materials create an interesting and vibrant building composition to the neighbourhood and fit well within the context of the OCP Intent for this area.

Landscape areas of the site are principally to the north bordering Eckhart Avenue. Because there is no vehicular access directly from the road a continuous line of landscape is possible. This creates almost a park-like environment to the lot as it faces the public realm. The design of the parking area has provided trees to be located within the site as well as along the west and south perimeters. Please refer to the landscape plan for complete details.

Waste and recycling will be designed during the design development stage, it is expected that one parking space may be removed to facilitate a staging area for on-site collection. This would provide a total of 73 onsite parking spaces

Full accessibility is provided to the project; this begins with access to parking and the main entry as well as complete access to the accessible suites provided in the hotel and all areas required to maintain barrier free access.

Crime Prevention Through Environmental Design (CPTED) principals have been considered in the design to ensure safety and surveillance for public, guest and staff alike.

Finally energy efficiency design will be incorporated at all levels of the design to meet the requirements of the BC Building Code and best practices. There is however no intent to seek third party certification such as LEED or Green Globes at this time.

end of document

Joe Minten Architect AIBC, AAA, OAA, MRAIS
principal

Bldg 4 -15243 91st Avenue
Surrey, B.C. V3R 8P8
604 583-2003 -T
jmarch@shaw.ca -E

Figure 15: Letter of Intent

Bylaw No. 2017-51

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2017-51".

2. **Amendment:**

Zoning Bylaw 2017-08 is hereby amended as follows:

- 2.1 Rezone Lot A, District Lot 366, Similkameen Division Yale District Plan 34986, located at 910 Eckhardt Avenue West from C8 (Vehicle Service Station) to CT1 (Tourist Commercial).
- 2.2 Rezone Lots 4-5-6, District Lot 366, Similkameen Division Yale District Plan 10670, located at 920, 932, 946 Eckhardt Avenue West from R2 (Small Lot Residential) to CT1 (Tourist Commercial).
- 2.3 Add 11.10.4 SITE SPECIFIC PROVISIONS

.3 In the case of Lot A, District Lot 36 , Similkameen Division Yale District Plan 34986, located at 910 Eckhardt Avenue West and Lots 4-5-6, District Lot 366, Similkameen Division Yale District Plan 10670, located at 920, 932, 946 Eckhardt Avenue West the following applies:

.1 Notwithstanding the Subdivision and Development Regulations in Section 11.10.2, the following regulation applies to these properties:

- Building height of 16.5m for the stair tower and 15m for principal roof is permitted;
- A maximum parcel coverage of 46.5% is permitted.

.2 Notwithstanding the Parking requirements in Section 7.6, the required parking spaces shall be 0.9 spaces per room and 4 Class 1 Biking spaces and 2 Class II bicycle spaces shall be required.

2.4 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	day of	, 2017
A PUBLIC HEARING was held this	day of	, 2017
READ A SECOND time this	day of	, 2017
READ A THIRD time this	day of	, 2017
RECEIVED the approval of the	day of	, 2017
Ministry of Transportation on the		
ADOPTED this	day of	, 2017

Notice of intention to proceed with this bylaw was published on the ___ day of ___, 2017 and the ___ day of ___, 2017 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Approved pursuant to section 52(3)(a) of the *Transportation Act*
this _____ day of _____, 2017

for Minister of Transportation & Infrastructure

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Council Report

penticton.ca

Date: August 1, 2017 **File No:** ALC SD PL2017-7973
To: Peter Weeber, Chief Administrative Officer
From: Audrey Tanguay, Senior Planner
Address: 190 Middle Bench South
Subject: **Agricultural Land Commission Subdivision Application PL2017-7973**

Staff Recommendation

THAT Council support ALC Subdivision for that part of Lot 41 shown red on Plan B3087, District Lot 188 Similkameen Division York District Plan306, located at 190 Middle Bench Road South;

AND THAT the application proceeds to the Agricultural Land Commission with Council support.

Strategic priority objective

N/A

Background

The subject property is a 1.99 Acre (0.80 ha) parcel located on Middle Bench Road South. The lot is comprised of a single family dwelling and a smaller auxiliary building. The site is bordered by vineyards to the North and East and an orchard and residential property to the South. The subject property is designated AG – Agriculture in the City's Official Community Plan (Bylaw 2002-20) and A – Agriculture in Zoning Bylaw 2017-08.

The property is also located in the Agricultural Land Reserve (ALR). Under the Land Commission regulations, restrictions on the use of agricultural land do not apply to properties that were issued separate title under the Land Registry Act prior to December 21, 1972 and that comprised parcels of less than 2 acres. A recent policy from the ALC produced in March 2017 specifies that for a parcel to be qualified less than 2 Acres it has to be less than 1.995 Acres.

The subject site has an area of 1.99957 acres and has been under a separate certificate of title since before December 21, 1972. Council approved in December 2015 a variance to vary the minimum lot area from 2ha to 0.35 ha to facilitate the creation of a panhandle lot to add a new residence on the lot. In April of 2016, a Subdivision Preliminary Layout Approval (PLA) was issued by the City of Penticton for the subdivision of 190 Middle Bench South. The subdivision plan was sent to the land title office in December 2016 for registration but was rejected by the Land Title and Survey Authority (LTSA). The reason for the rejection was that the subdivision application did not meet the Agricultural Land Commission requirements. The subject site has

an area of 1.99957 acres and has been under a separate certificate of title since before December 21, 1972. The ALC policy was revised after the applicant submitted the final subdivision plan to the Land Title and Survey Authority. Photos of the site are included as Attachment G.

Proposal

The applicant is proposing to subdivide 190 Middle Bench Road South. The new proposed lot is 1.08 acres (0.44ha) (Attachment D). In order to subdivide the lot, prior to the approving officer to sign the subdivision plan, the applicants required approval from the Agricultural Land Commission.

Agriculture Advisory Committee

Staff presented this application to the, the Agricultural Advisory Committee on October 28th, 2015 and the committee passed the following motion:

"THAT Council support the subdivision application for 190 Middle Bench Road as presented subject to a covenant being placed on the property requiring a vegetative buffer and fencing be built between the proposed Lot B and the adjacent properties."

This motion was carried, with three members of the Committee opposed.

The Committee considered that the proposed subdivision would not negatively impact the agricultural use on the current property but was also mindful that, if a new lot was created, there may be conflicts between the residential uses of the site and the existing neighbouring agricultural uses. Therefore, the committee supported the application subject to a covenant registered on title to require a buffer zone. As part of the subdivision requirements, the landscaping buffer was erected on site.

What makes this proposal different from other proposals to subdivide off smaller parcels of land in the Agricultural area, is the configuration and layout of the existing parcel of land. While the land in question has the ability for agriculture to take place, the width of the existing parcel restricts a comprehensive farming operation. Consolidation could take place with adjacent farm parcels to improve the farming capabilities, however there is no ability or the city to force a consolidation of this parcel with adjacent land. To limit the smaller parcels impact on the adjacent farming operations, the landscape buffer as noted above is being proposed and is typical of other residential/farm interface properties in the City.

Development Engineering Review

As part of the original subdivision application, works and services have been paid and identified.

Financial implication

N/A

Analysis

Support for ALC Subdivision

Since the original subdivision application in 2015, no conditions have changed that will negatively affects staff opinion regarding the proposal. The applicant has built the landscape buffer along the north property

line as per the recommendation of the Agriculture Advisory Committee. Significant money was invested to meet the requirements of the proposed subdivision. All the subdivision requirements as per the Subdivision and Development Bylaw 2004-81 have been fulfilled. In this case, the applicant was working under the assumptions that the ALC policies did not apply to this subdivision since the property was less than 2 acres. The Land Commission clarified the policy after the final subdivision plan was submitted to the Land Tittle Authority. Given that the Agriculture Advisory Committee and staff supported the original application, staff are recommending to support the application.

Not support the ALC Subdivision

Should Council feel that the proposed subdivision represent a negative impact on the agricultural character of the area they may not support the application. Considerable amount of money have been spent by the applicant to meet the City's requirement for the subdivision. Alternatively, Council may refer the application back to staff with further instruction.

Alternate recommendations

1. That Council refer the application back to staff.
2. That Council not support the application and not advancing it to the ALC.

Attachments

Attachment A:	Subject Property Location Map
Attachment B:	OCP Map
Attachment C:	Zoning Map
Attachment D:	Proposed Subdivision
Attachment E:	ALC Policy
Attachment F:	Letter of Intent
Attachment G:	Photos of Subject Property

Respectfully submitted,

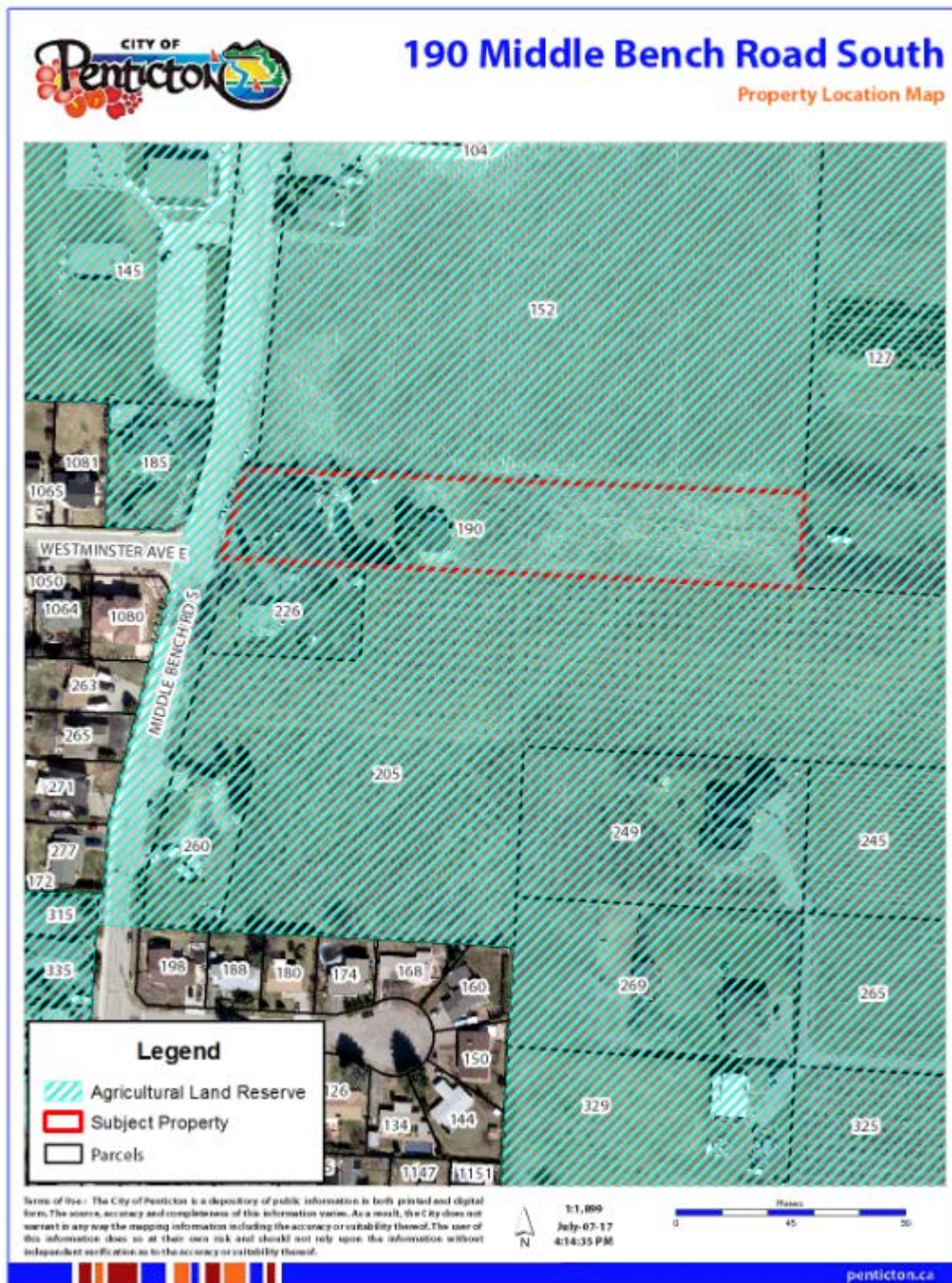
Audrey Tanguay

Senior Planner

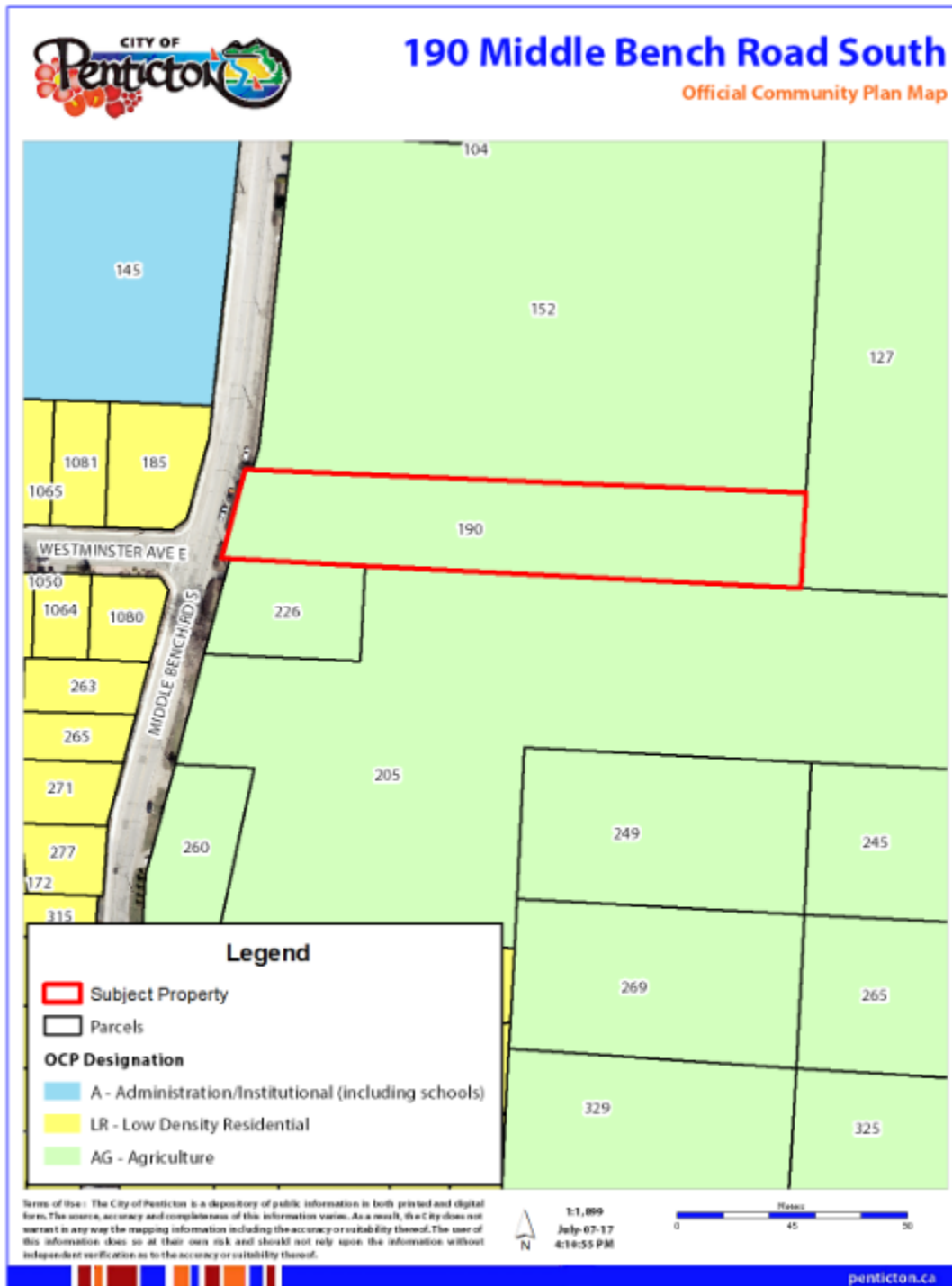
Approvals

DDS <i>AH</i>	CAO PW
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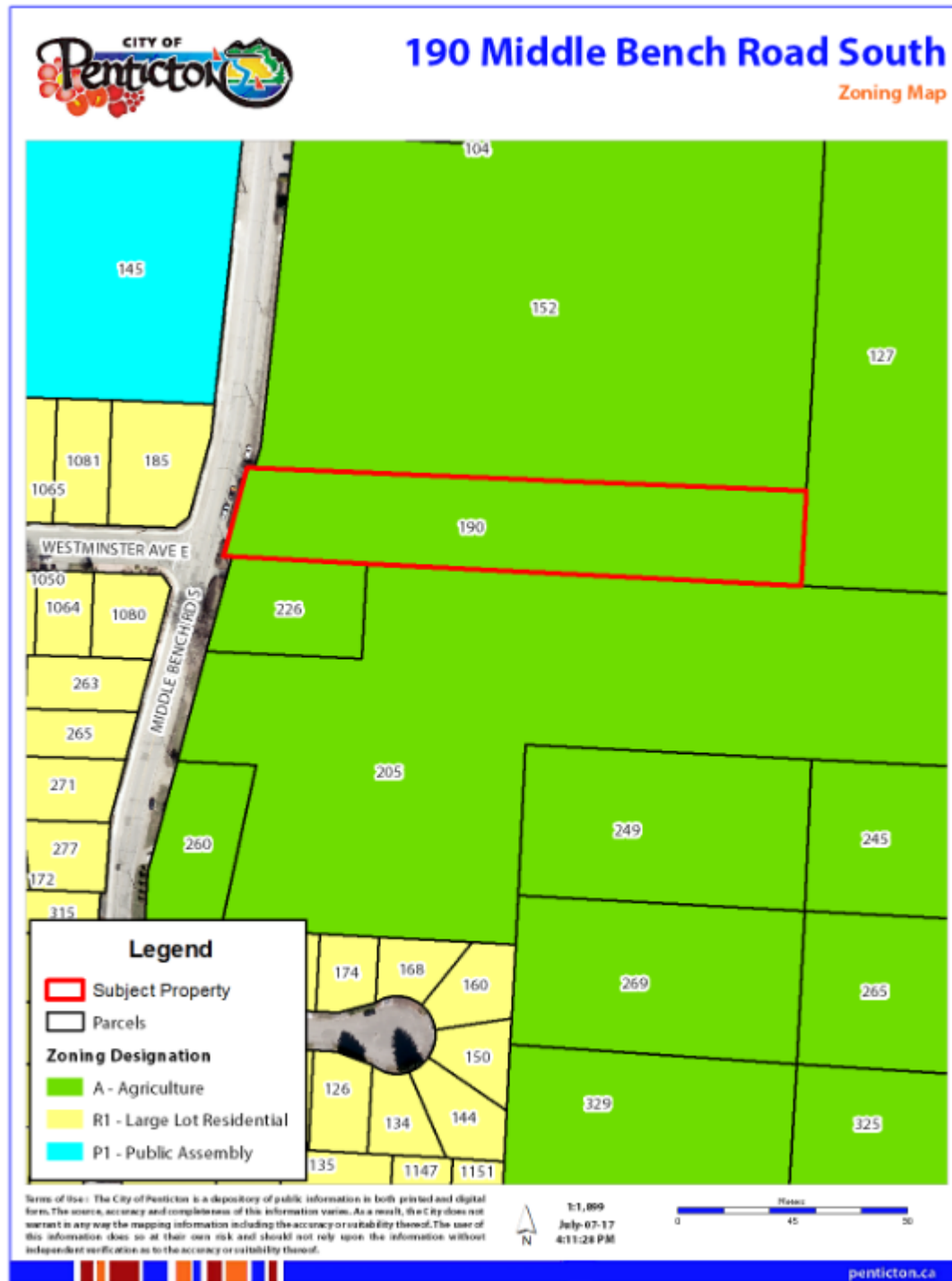
Attachment A - Subject Property Location Map



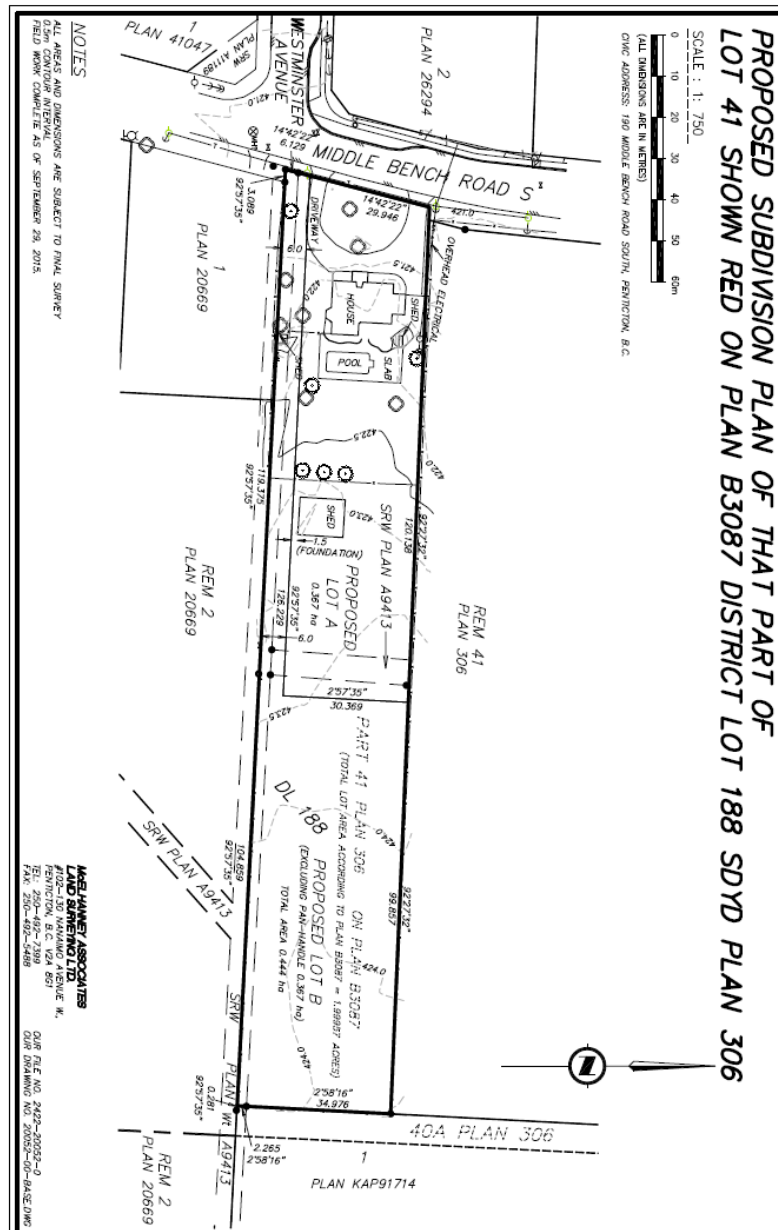
Attachment B – OCP Map



Attachment C – Zoning Map



Attachment D – Proposed Subdivision



Attachment E – ALC Policy

1

 ALC Agricultural Land Commission Act	Policy P-02 March 2017 POTENTIAL EXCEPTIONS FROM THE ALC ACT: PARCELS LESS THAN 2 ACRES CREATED PRIOR TO DECEMBER 21, 1972
--	---

This policy is intended to assist in the interpretation of the Agricultural Land Commission Act, 2002, including amendments as of September 2014, (the "ALCA") and BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation), including amendments as of August 2016, (the "Regulation"), and including February 2017 advice from the Office of the Surveyor General. In case of ambiguity or inconsistency, the ALCA and Regulation will continue to govern.

REFERENCE:

Agricultural Land Commission Act, S.B.C. 2002, c. 36, Section 23 (1).

23(1) Restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the Land Registry Act, R.S.B.C. 1960, c. 208, less than 2 acres in area.

INTERPRETATION:

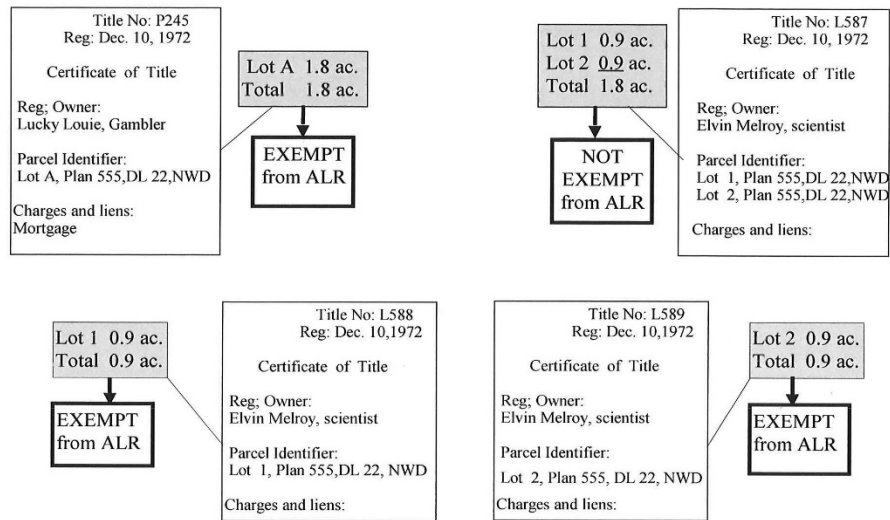
Under survey requirements and General Survey instructions in place on December 21, 1972, lots would need to be less than 1.995 acres to be considered "less than 2 acres".

Where dimensions are shown on a registered plan, a surveyor would need to be able to demonstrate that:

- the area calculation, using the dimensions on the registered plan, is less than 1.995 acres for a parcel to be considered 'less than 2 acres in area' under section 23 of the *Agricultural Land Commission Act*;
- the area calculation shown on the plan included a watercourse or a waterbody that was owned by the Crown and the surveyor calculates the area of the parcel to be less than 1.995 acres when the Crown owned watercourse or waterbody is excluded from the parcel for the parcel to be 'less than 2 acres area'; or
- there was a significant blunder on the registered plan and that the true area of the parcel is less than 1.995 acres for the parcel to be 'less than 2 acres in area'.

If the land was listed with other parcels on the same Certificate of Title on December 21, 1972, the restrictions on the use of the land apply to the parcels regardless of whether or not the total area of all lands listed on the Certificate of Title is less than 2 acres.

Certificates of Title at December 21, 1972



Unless defined in this policy, terms used herein will have the meanings given to them in the ALCA or the Regulation.

SUPPLEMENTARY INFORMATION

**AGRICULTURAL LAND RESERVE SUBDIVISION APPLICATION
SECTION 21(2) ALC ACT
THAT PART OF LOT 41 SHOWN RED ON PLAN B3087
DL 188 SDYD PLAN 306**

**Prepared for:
Ryan and Brittany Griffith**

June 2017



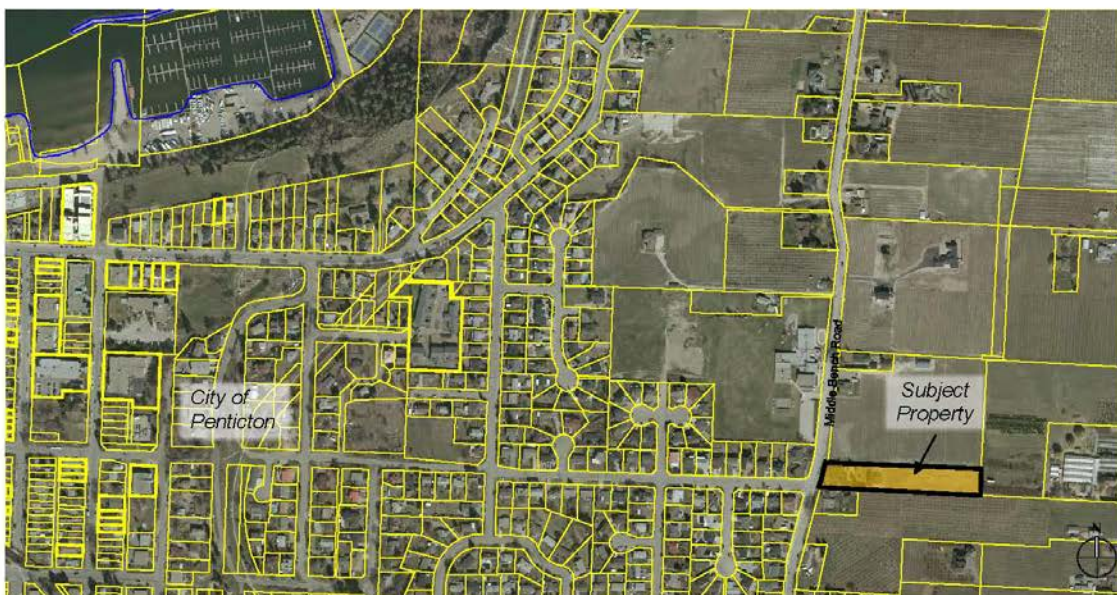
PURPOSE

The purpose of this application is to request that the subject property be subdivided to create one additional parcel of land that would remain in the ALR.

LOCATION

The land proposed for subdivision is located at 190 Middle Bench Road South, which is on the east bench within the City of Penticton as noted in Illustration 1.

Illustration 1: Site Location



CURRENT USE AND FEATURES OF THE LAND

The subject property contains one single family dwelling that is located near the front (west) side of the property adjacent to Middle Bench Road and a detached garage / shop which located near the middle of the property. The property is used as a large rural residential lot. There are no agricultural uses occurring on the property.

The property is long (east-west) with a narrow parcel frontage to Middle Bench Road and is relatively flat, sloping gently down from east to west. Using the 1926 survey dimensions of the property, the property has been calculated by a professional land surveyor to be 1.99957 acres in acres. The physical features and structures on the property are noted in Illustration 2.

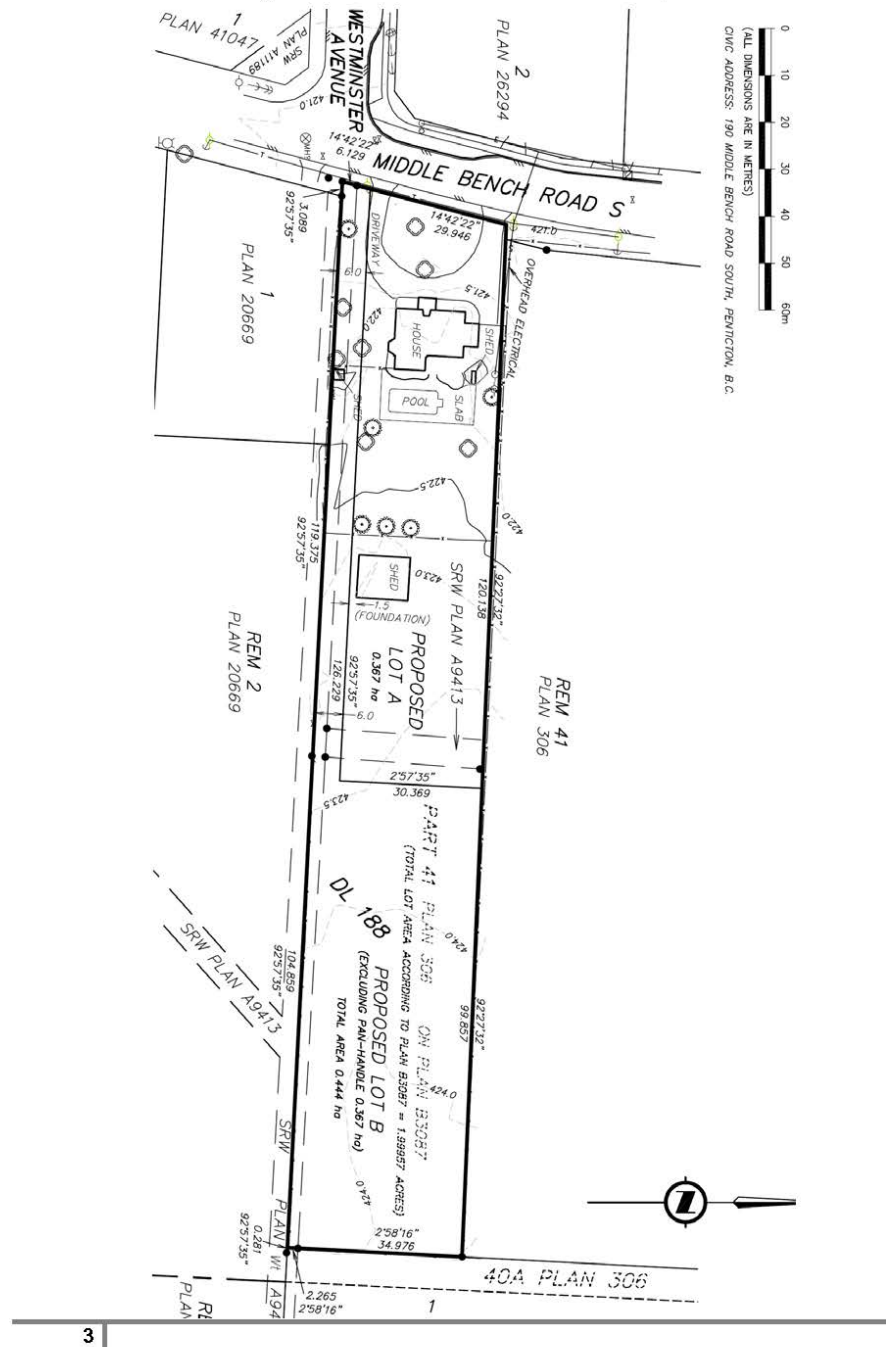
Illustration 2: Site Features and Structures



PROPOSAL

The proposal is to subdivide the 1.99957 acre parcel to create one additional rural residential parcel. The proposed parcel adjacent to Middle Bench Road would contain the existing house, swimming pool and detached garage and would be approximately 0.36 ha. The other proposed parcel would contain a pan handle access to Middle Bench Road, and would be approximately 0.44 ha. in area. The proposed structures and features on the property and the proposed subdivision is shown in Illustration 3.

Illustration 3: Existing Structures and Features and Proposed Subdivision



HISTORY

In July of 2015, the Griffiths approached McElhanney Consulting Services Ltd. to discuss their proposal for a subdivision of their long narrow parcel to create one additional lot. Immediately the discussion focused on the fact that the land was in the ALR, and that an application to the ALC would be required unless the property met the tests for ALC exemption as outlined in Section 23 of the *ALC Act*. To determine whether the property met the s.23 exemption tests, a copy of the 1926 survey plan that created the property and the original Certificate of Indefeasible Title for the parcel were obtained. The survey plan information revealed that the property was 2.0 acres in area, and the Certificate of Indefeasible Title indicated the size of the property being "Two (2) acres more or less". Considering that s.23 of the *ALC Act* requires a parcel area of less than 2 acres in order for it to be exempt from the provisions of the *ALC Act*, the area of the parcel was somewhat ambiguous, as the Certificate of Indefeasible Title indicated the area was "Two (2) acres more or less". This ambiguity begged the question of the exact size of the parcel and suspicion that the parcel was likely either rounded up to 2.0 acres or rounded down to 2.0 acres. In discussions with the City of Penticton regarding this matter City staff advised that a precise calculation of the area of the property by a professional Land Surveyor occur to determine the precise area of the property. McElhanney engaged its surveyors to use the original 1926 survey plan for the property to calculate precisely the area of the property to determine if it was 2 acres or more, in which case the property would not meet the exemption test of being less than 2 acres, or whether the property was less than 2 acres, in which case the property would meet the test for exemption for from the provisions of the *ALC Act*.

The precise calculation of the property revealed that the property was in fact 1.99957 acres, which is less than 2 acres and means the property is exempt from the provisions of the *ALC Act*. This information was provided to the City of Penticton staff with McElhanney's opinion that the property was exempt from the provisions of the *ALC Act* as it met the required area test for exemption as outlined in s.23 *ALC Act*. It was determined by the City that no ALC application would be required for the proposed subdivision based on the precise calculated area of the parcel.

The process to have the property subdivided proceeded with the first step being a Development Variance Permit (DVP) application to vary three sections of the Zoning Bylaw. The requested site specific variances were:

1. Reduce the minimum lot in the Agriculture Zone from 2.0 ha. to 0.35 ha. to accommodate the proposed parcel sizes.
2. Increase the site coverage in the zone from 10% to 15% to accommodate a house and typical outbuildings for a rural residential use.
3. Reduce the interior setback requirement for an accessory structure to the allow the existing detached garage to remain on the west parcel and 1.5 m from the proposed handle lot line.

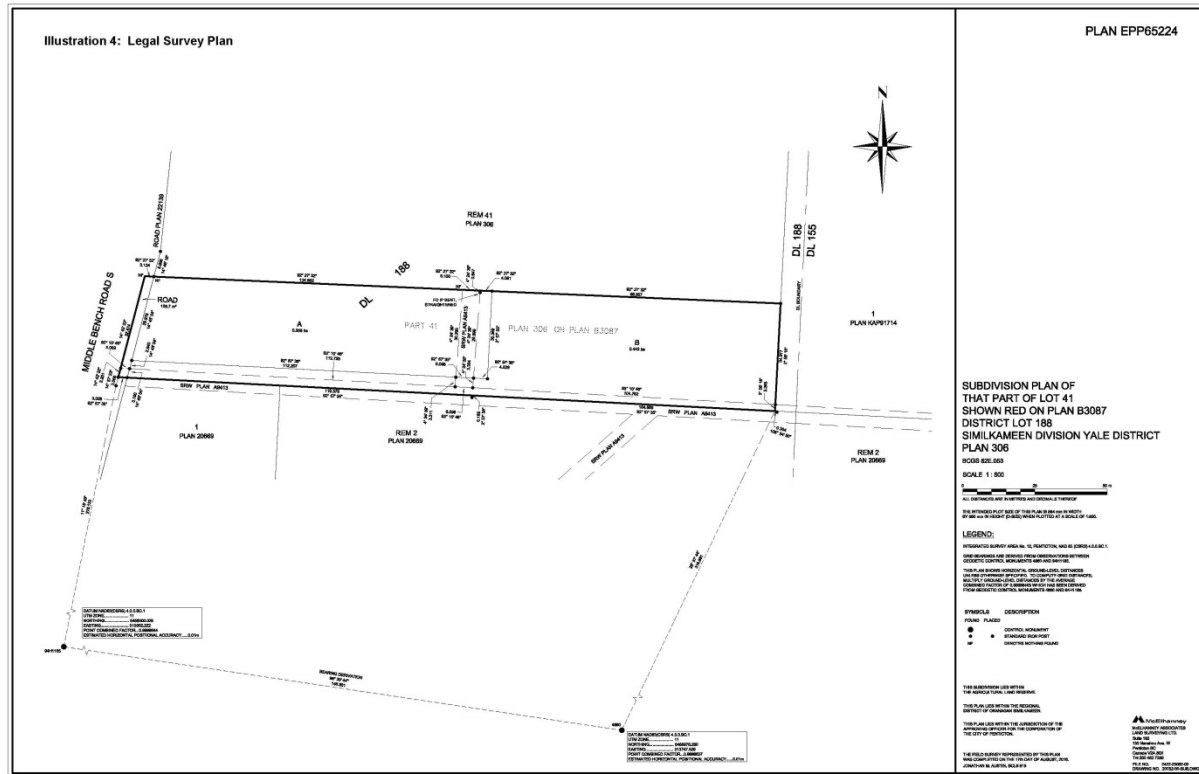
The DVP application was reviewed by the City of Penticton Agricultural Advisory committee and the committee recommended approval of the DVP to facilitate the subdivision to create 1 additional lot subject to buffering provisions on the new proposed lot to mitigate negative impacts on adjacent farm operations. The owners agreed to a buffer in accordance with Schedule A1: Minimum Vegetative Screen, of the ALC buffering standards.

The DVP process required that a notice of the proposed development be submitted to adjacent property owners, and through this process letters of support for the proposed variances to facilitate the creation of 1 additional lot was received from all of the adjacent property owners. This information is provided in Appendix A.

The City of Penticton Council unanimously passed a resolution to approve the proposed variances to facilitate the subdivision to create one additional lot.

With the required variances approved by the City of Penticton, a subdivision application was submitted for the additional lot and through that process the City issued a Preliminary Layout Approval (PLA) on April 2, 2016 and between that time and mid-August, 2016, the owners were completing the PLA requirements which included the preparation of servicing drawings, and the installation of the required sanitary sewer, water, and electrical / communication services. The legal survey plan for the one lot subdivision in accordance with the City requirements was provided to the owners on August 19, 2016. The owner's lawyer submitted the subdivision plan for registration in late 2016, and after review of the subdivision plan, the Kamloops Land Title and Survey Authority office provided a defect notice to the owner's lawyer advising that the subdivision could not be registered as the land was in the ALR and the subdivision required ALC approval. A copy of the legal subdivision plan is attached as Illustration 4: Legal Survey Plan.

McElhanney Consulting contacted Ron Wallace of the ALC to ask that he provide the Kamloops LTSA office with the required Certificate of Order for the subdivision as the property was exempt from the provisions of the ALR in accordance with section 23 of the *ALC Act*, as the property was less than 2 acres as of December 21, 1972. Notwithstanding the fact that the area of the property as calculated by a BC Land Surveyor is less than 2 acres, ALC staff disagreed that the property is exempt as the survey plan shows the property as 2.0 acres. McElhanney advised that the 2.0 acres shown on the 1926 survey plan was rounded up from 1.99957, and section 23 of the Act does not indicate the area is in accordance with what is noted on the plan, so the area should be determined as the actual calculated area of the property, which is less than 2 acres. The ALC staff disagreed with McElhanney's interpretation of the s. 23 exemption, which was the same interpretation that is shared by the City of Penticton.



McElhanney argued that s.23 of the *Act* is quite clear and needs to be interpreted literally, and indicated that considering the obvious ambiguity and difference of opinion of how the area of the parent parcel should be interpreted, the ALC should allow this subdivision and then provide clarity on how it interprets the s.23 area exemption. The ALC advised they would not support the s.23 exemption, notwithstanding the property's calculated area was less than 2.0 acres.

In March, 2017 the ALC introduced a new policy P-02 Potential Exceptions From the ALC Act: Parcels Less Than 2 Acres Created prior to December 21, 1972. This new policy, revealed that the ALC exemption would occur for properties that are less than 1.995 acres in area. Interestingly, the ALC staff moved from their original position of 2.0 acres to 1.995 acres, but still established the "cut-off" area at 0.00457 greater than the owner's property area. The difference between the ALC's newly established area of 1.995 acres and the area of the owner's property is 18.5 m², which equates to the size of a single vehicle parking stall.

During the subdivision application process, the owners have incurred significant costs in professional studies, consulting fees, legal survey fees, and construction to provide the required services to the proposed new lot. The costs that the owners have incurred to date to complete the subdivision application and construction and installation of the required works and services based on the knowledge that the owner's property was in fact less than 2.0 acres, is approximately \$128,000. A detailed account of these costs has not been provided to protect private and personal information, but will be provided to the ALC upon request.

RATIONALE AND JUSTIFICATION

The following rationale and justification is provided in support of the proposal to subdivide the property to create one additional rural residential parcel.

1. McElhanney Consulting Services Ltd. and City of Penticton both interpreted the *ALC Act* section 23 exemption in the same way; that the ALC exemption applied to the actual calculated area of the property being less than 2.0 acres, which meant the subject property was exempt from the provisions of the *ALC Act*. There was no attempt to circumvent the *ALC Act* requirements, there was simply a disagreement on the interpretation of applying the s. 23 "less than 2.0 acre" exemption requirement.
2. Then original Certificate of Title from 1926 indicates that the area was "Two (2) acres more or less ..." indicating the area was not 2.0 acres so McElhanney proceeded to find out whether the property was actually "more" or "less" than 2 acres. The calculation of the property determined the property was in fact less than 2 acres, and the ALC should understand that the owners and City of Penticton did their due diligence to determine if the property met the "less than 2.0 acre" test for exemption from the ALR. A copy of the 1926 title is provided in Appendix B

3. The City of Penticton Agricultural Advisory Committee supported the proposed variances to allow the property to be subdivided to create an additional lot with the condition that landscape buffering provisions be required. The owner has complied with the landscape buffer requirements in completing the City of Penticton approved subdivision.
4. The City of Penticton believed the subdivision met the *ALC Act* s.23 area exemption requirement, and accepted the application for subdivision, provided the owner with a Preliminary Layout Approval for the subdivision, and the City's Approving Officer approved the subdivision to create the extra lot.
5. Based on the City's approval of the DVP to facilitate the subdivision and the issuance of a PLA for the subdivision, the owners have spent \$128,000 in fees, Development Cost Charges, and works and services for the subdivision approval.
6. The adjacent property owners are aware of the subdivision proposal and have provided letters of support for the subdivision.
7. After it was determined that the s.23 area exemption language was ambiguous, the ALC provided clarity to avoid this situation from occurring again. However, the owner's subdivision application was underway well in advance of March 2017 when the ALC Policy P-02 which clarifies the ALC's position on this matter was published. Consideration of the ambiguity should be given, especially considering the calculated area of the parcel is less than 2.0 acres.
8. The difference in area between the new ALC policy clarifying the area exemption and the owner's property is only 18.5 m², which is roughly the size of a vehicle parking stall. Considering the ambiguity of the exemption area requirement prior to the March 2017 policy P-02, it would seem reasonable to allow the subdivision to be completed.
9. The proposed subdivision will not have a negative impact on adjacent or surrounding farm land or farm operations and the adjacent property owners have provided letters of support for the subdivision (attached).
10. No precedent will be set in approving this subdivision as this subdivision was in progress and was approved by the City of Penticton Approving officer prior to the ALC establishing Policy P-02.
11. The property is less than 2 acres in area and considering that the existing house, yard and detached garage occupy approximately 1 acre, there is only approximately 1 acre of land remaining which is not large enough for a viable, economic farm operation.

12. The only reason this situation has occurred is there is difference of opinion regarding the interpretation of the area requirements for ALR land to be exempt from the ALR pursuant to s.23 of the *ALC Act*. Our client's legal counsel believes that our client's property is less than 2.0 acres and is therefore exempt from the ALR, but proceeding through the courts to get a decision would take considerably more time and money than applying for the ALR subdivision. Considering the ambiguity of the area requirements and considering the City of Penticton shared McElhanney's interpretation that the property was less than 2.0 acres and met the ALR exemption requirements, our client is asking the ALC to approve the subdivision.

**APPENDIX A
LETTERS OF SUPPORT**

Support for the Griffith Development Variance Permit

The owners of the subject property have made an effort to contact all of the adjacent property owners as well as the two residential properties that are across Middle Bench Road from the subject property. The purpose of contacting their neighbors was to explain to them the details of the Development Variance Permit application that has been submitted for the proposed subdivision of their property. As a result of the meetings with their neighbors, four letters of support were received from the adjacent north, east, and south farm property owners. The owner of the adjacent south farm parcel is also the owner of one of the homes that is across Middle Bench Road from the subject property, so the four letters of support actually represent 5 adjacent properties.

The properties shaded in green below indicate the adjacent property owners that have provided letters to the City of Penticton expressing support for the Griffith's Development Variance Permit application.



City of Penticton
171 Main Street,
Penticton, B.C.
V2A 5A9

Dear Mayor and Council:

Re: Development Variance Permit – Ryan and Brittany Griffith
That Part of Lot 41 Shown Red on Plan B3087, D.L. 188 SDYD, Plan 306

I am an adjacent neighbor to the Griffiths and I support their request for a Development Variance Permit. I understand their request is to adjust the minimum lot area, maximum lot coverage, and the side setback for the existing accessory structure on the property, for the purpose of creating a panhandle subdivision for one additional lot.

I don't feel that the addition of one lot will have a negative impact on the neighborhood and I don't believe the proposed variances to allow the additional lot will have a negative impact on the use and enjoyment of my property.

I support the Griffiths proposal to create one additional lot and I ask that Council approve their Development Variance Permit application.

Yours Truly,


signature and print name
Charlie Utz

Owner 127 Upper Bend Rd. S.


civic address

City of Penticton
171 Main Street,
Penticton, B.C.
V2A 5A9

Dear Mayor and Council:

Re: Development Variance Permit – Ryan and Brittany Griffith
That Part of Lot 41 Shown Red on Plan B3087, D.L. 188 SDYD, Plan 306

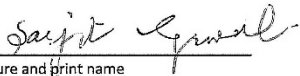
I am an adjacent neighbor to the Griffiths and I support their request for a Development Variance Permit. I understand their request is to adjust the minimum lot area, maximum lot coverage, and the side setback for the existing accessory structure on the property, for the purpose of creating a panhandle subdivision for one additional lot.

I don't feel that the addition of one lot will have a negative impact on the neighborhood and I don't believe the proposed variances to allow the additional lot will have a negative impact on the use and enjoyment of my property.

I support the Griffiths proposal to create one additional lot and I ask that Council approve their Development Variance Permit application.

Yours Truly,

SARJIT GRENAN



signature and print name

1080 Westminster Ave E Penticton, (B.C.)
civic address

City of Penticton
171 Main Street,
Penticton, B.C.
V2A 5A9

Dear Mayor and Council:

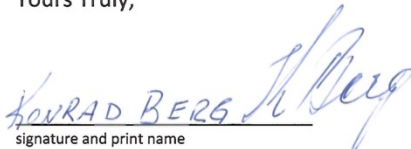
Re: Development Variance Permit – Ryan and Brittany Griffith
That Part of Lot 41 Shown Red on Plan B3087, D.L. 188 SDYD, Plan 306

I am an adjacent neighbor to the Griffiths and I support their request for a Development Variance Permit. I understand their request is to adjust the minimum lot area, maximum lot coverage, and the side setback for the existing accessory structure on the property, for the purpose of creating a panhandle subdivision for one additional lot.

I don't feel that the addition of one lot will have a negative impact on the neighborhood and I don't believe the proposed variances to allow the additional lot will have a negative impact on the use and enjoyment of my property.

I support the Griffiths proposal to create one additional lot and I ask that Council approve their Development Variance Permit application.

Yours Truly,


signature and print name


civic address

City of Penticton
171 Main Street,
Penticton, B.C.
V2A 5A9

Dear Mayor and Council:

Re: Development Variance Permit – Ryan and Brittany Griffith
That Part of Lot 41 Shown Red on Plan B3087, D.L. 188 SDYD, Plan 306

I am an adjacent neighbor to the Griffiths and I support their request for a Development Variance Permit. I understand their request is to adjust the minimum lot area, maximum lot coverage, and the side setback for the existing accessory structure on the property, for the purpose of creating a panhandle subdivision for one additional lot.

I don't feel that the addition of one lot will have a negative impact on the neighborhood and I don't believe the proposed variances to allow the additional lot will have a negative impact on the use and enjoyment of my property.

I support the Griffiths proposal to create one additional lot and I ask that Council approve their Development Variance Permit application.

Yours Truly,

Indeep Dhallwal
signature and print name

152 middle bench rd
Penticton B.C.
a V2A-8S7
civic address

APPENDIX B
1926 CERTIFICATE OF TITLE

Attachment G - Images of the Subject Property



Figure 5: View Middle Bench Road South



Figure 6: View Middle Bench Road South



Figure 7: View showing the proposed panhandle access



Figure 6: Photo showing the planted landscape buffer

Council Report

penticton.ca

Date: August 1, 2017
To: Peter Weeber, Chief Administrative Officer
From: Blake Laven, Planning Manager
Address: 1399 Government Street
Subject: **Zoning Amendment Bylaw No. 2016-26**

File No: RZ PL2016-7635

Staff Recommendation

THAT Council after considering the contents of this report choose between one of the two options:

Option 1

Adopt "Zoning Amendment Bylaw 2016-26" a bylaw that changes the zoning of Lot 14, District Lot 250, Similkameen Division Yale District, Plan 6501, Except Plan KAP67840, located at 1399 Government Street, from R1 (Large Lot Residential) to C1 (Commercial Transition) without the requirement for any road dedication.

Option 2

Direct staff to acquire road dedication prior to adoption of Bylaw 2016-26 as per Council resolution 238/2016.

Financial Implications

To acquire the road dedication in the future would likely require the purchase of the entire property at a current value of \$241,000. After road works are complete, the City would own the diminished lot.

Background

Council, after a Public Hearing held on June 6, 2016, gave second and third reading to Bylaw 2016-26, a bylaw when adopted will rezone 1399 Government Street from R1 (Large Lot Residential) to C1 (Commercial Transition). The property owner applied for the zoning amendment to operate a day care/ activity centre on the subject property (Attachment A).

As part of staff's recommendation, Council supported a condition that required the dedication of approximately 3.6m of land along the Duncan Avenue frontage of the property, 4.8m along the Government Street frontage and a corner cut at the intersection prior to adoption of the bylaw (Attachment C).

The road widening is not imminently needed, but the City does request road dedications as a part of the zoning process when a property is moving to higher use zone. In this case, the property is going from residential to commercial. In these cases, the City pays for the survey and legal work to process the road dedication, but does not provide compensation for the land being transferred to the City.

Usually road dedications are relatively straight forward, have little substantive impact on a property's value and are administrative in nature. In this case however, the road dedication area constitutes close to 20% of the land area and value of the property. Given the amount of land involved, the mortgage holder is not in a position to sign the necessary paper work to process the road dedication.

The applicant has indicated that the cost to give the road will be substantial and is not willing to move forward with the zoning amendment with this requirement being a condition. As such the applicant is asking that Council adopt the bylaw with this condition left unmet.

Technical Review

In discussions with the City's Engineering Department it is unlikely that the City will need any additional road width in this intersection in the foreseeable future. The intersection is intended to be upgraded when Penticton's population reaches 50,000 people. This work is not in the 5 year Capital Budget.

Analysis

Staff are confident that the applicant has exhausted all possibilities to have the mortgage holder sign the road dedication paper work. City staff have also discussed the issue with the mortgage holder and are convinced that they will not support the change to the property size.

Given the above, Staff are presenting Council with two options. The first is to adopt the bylaw with the requirement to dedicate the road being unmet. Or to deny the request and still require the applicant to dedicate the road. If Council were to deny the request, the applicant has indicated the application will be withdrawn.

Attachments

Attachment A – Subject property location map

Attachment B – Images of subject property

Attachment C – Road dedication map

Attachment D – Zoning Amendment Bylaw No. 2016-26

Respectfully submitted,

Blake Laven, MCIP, RPP
Planning Manager

Approvals

Director 	CAO PW
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Attachment A
Subject Property Location Map



Attachment B
Images of Subject Property



Figure 1: Image of subject property from Government Street looking south west



Figure 2: Image of subject property from the corner of Government Street and Duncan Avenue looking north west



Figure 3: Image of subject property from Duncan Avenue looking north east



Figure 4: Images of parking area on subject property from the back lane

Attachment C
Proposed road dedication map



Bylaw No. 2016-26

A Bylaw to Amend Zoning Bylaw 2011-23

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2011-23;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2016-26".

2. **Amendment:**

2.1 Zoning Bylaw 2011-23 is hereby amended as follows:

Rezone Lot 14, District Lot 250, Similkameen Division Yale District, Plan 6501, Except Plan KAP67840, located at 1399 Government Street from R1 (Large Lot Residential) to C1 (Commercial Transition).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	16 day of	May, 2016
A PUBLIC HEARING was held this	6 day of	June, 2016
READ A SECOND time this	6 day of	June, 2016
READ A THIRD time this	6 day of	June, 2016
ADOPTED this	day of	, 2017

Notice of intention to proceed with this bylaw was published on the 27 day of May, 2016 and the 1 day of June, 2016 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Rezone 1399 Government Street From R1 (Large Lo Residential) to C1 (Commercial Transition)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2016-26

Date: _____

Corporate Officer: _____