



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

**Tuesday, December 18, 2018**  
at 1:00 p.m.

1. **Call Regular Council Meeting to Order**
2. **Introduction of Late Items**
3. **Adoption of Agenda**
4. **Recess to Committee of the Whole**
5. **Reconvene the Regular Council Meeting**
6. **Adoption of Minutes:**
  - 6.1 Minutes of the December 4, 2018 Regular Council Meeting 1-8 Adopt
7. **Consent Agenda**
  - 7.1 Minutes:
    - Minutes of the December 4, 2018 Committee of the Whole Meeting
    - Minutes of the December 4, 2018 Public Hearing
    - Penticton Creek and Ellis Creek Restoration Committee Minutes of November 21, 2018
  - 7.2 Release of Items from Closed Meeting:
    - THAT Council reappoint David Folstad, Brigid Kemp, and Donna Butler for an additional two (2) year term (2019-2020) and Shane Fox for an additional one (1) year term on the Penticton Public Library Board.  
  
*Staff Recommendation: THAT Council approve the Consent Agenda.* 9-18
8. **Committee and Board Reports**
9. **Correspondence**
10. **Staff Reports:**
  - Robson 10.1 Snow and Ice Control Policy 19-30  
*Staff Recommendation: THAT Council after full consideration, including budgetary restrictions, approve the revised Snow and Ice Control Policy as attached to the December 18, 2018 report titled "Snow and Ice Control Policy".*

- Kunka/Wells 10.2 Consideration for Remedial Action – Pad 93 at 3245 Paris Street 31-42  
*Staff Recommendation: THAT Council consider this staff report, staff presentation, representations of owner(s) or their agent and, under the authority provided in section 73 of the Community Charter, declare that the mobile home located on Pad 93 at 3245 Paris Street within Whitewater Manufactured Home Park legally described as Lot 4 District Lots 189 and 372 Similkameen Division Yale District Plan 43502 Parcel Identifier 016-295-552 is in and creates an unsafe condition; AND FURTHER THAT Council require remedial action requirements on the owner(s) of the mobile home located on Pad 93 at 3245 Paris Street legally described as Lot 4 District Lots 189 and 372 Similkameen Division Yale District Plan 43502 Parcel Identifier 016-295-552 with respect to Recommendation No. 1:*  
 • To demolish the mobile home, remove the accessory shed and remove all related debris;  
*AND FURTHER THAT Council, pursuant to section 76 of the Community Charter, set the time limit for completing the remedial action requirements described in Recommendation No. 2 to be no later than 4:30 pm on January 31, 2019;*  
*AND FURTHER THAT Council, pursuant to section 78 of the Community Charter, set the time limit for giving notice of a request for Council to reconsider the remedial action requirements described in Recommendation No. 2 to be no later than 4:30 pm on January 31, 2019;*  
*AND FURTHER THAT Council, under the authority provided in section 17 of the Community Charter, authorize staff to take all appropriate action to ensure the property is brought into compliance with all remedial action requirements described in Recommendation No. 2 provided that:*  
 • The owner(s) of the mobile home have not fully completed all remedial action requirements on or before the time limit specified in this Council resolution; and all costs incurred by the City to bring the property into compliance are to be recovered from the owner(s) of the mobile home as a debt owed to the City.
- Laven 10.3 Civic Address and Street Naming Bylaw No. 2018-51 43-72  
*Staff Recommendation: THAT Council give first, second and third reading to “Civic Address and Street Naming Bylaw No. 2018-51”, a bylaw that creates an orderly way to assign addresses to properties and buildings and to assign street names to new streets that reflect and enhance Penticton’s cultural and natural history.*  
*THAT Council approve the addition of the family name ‘Robins’ to the street name reserve list, acknowledging the historical contributions to the community of the Robins family, particularly Lois Robins a published poet and acknowledged community advocate and volunteer.*  
*THAT Council approve the addition of the family name ‘Richards’ to the street name reserve list, acknowledging the historical contributions to the community of the Richards family, a five generation Penticton family representing private business, municipal service (firefighting) and strong connection to the 1950s Penticton Veas.*
- Weeber 10.4 Council Remuneration 73-74  
*Staff Recommendation: THAT Council establish an External Compensation Advisory Task Force to investigate, review, develop and provide a report and recommendations of Council Remuneration addressing the following:*  
 1. One-third (1/3) Tax Free Exemption;  
 2. Extended Health and Dental Benefits;  
 3. Compensation review – salary and per diems.
- Weeber 10.5 City Safety and Security Task Force – Council Liaison Appointments 75-76  
*Staff Recommendation: THAT Council appoint Mayor Vassilaki, Councillors Robinson and Kimberley, and any other Council members as requested, to the City Safety and Security Task Force;*  
*AND THAT Council appoint Mayor Vassilaki to the Peach Festival Society and Councillor Bloomfield to the Penticton Industrial Development Association as council liaisons for 2019 – 2022.*

11. **Public Question Period**

12. **Recess to Closed 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.

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

14. **Bylaws and Permits:**

|      |  |       |                                  |
|------|--|-------|----------------------------------|
| 14.1 | Zoning Amendment Bylaw No. 2018-66<br>Re: Cannabis Retail  | 77-78 | 2 <sup>nd</sup> /3 <sup>rd</sup> |
| 14.2 | Business License Amendment Bylaw No. 2018-67<br>Re: Cannabis Retail                                  | 79-80 | 2 <sup>nd</sup> /3 <sup>rd</sup> |
| 14.3 | Zoning Amendment Bylaw 2018-81<br>Re: 310 Comox Street   | 81-82 | 2 <sup>nd</sup> /3 <sup>rd</sup> |
| 14.4 | 2018-2022 Five Year Financial Plan Amendment Bylaw No. 2018-80                                       | 83-85 | Adopt                            |
| 14.5 | Zoning Amendment Bylaw 2018-64<br>Development Variance Permit PL2018-8313<br>Re: 337 Hastings Street | 86-88 | Adopt<br>Approve                 |

15. **Land Matters:**

|        |  |         |         |
|--------|--|---------|---------|
| Kunka  | 15.1 Liquor Primary Licence – Senior’s Drop-In Centre<br><i>Staff Recommendation: THAT Council recommend to the Liquor and Cannabis Regulation Branch (LCRB) that it support the Liquor Primary License application, for the Penticton Seniors Drop-In Centre Society, located at 2965 South Main Street, with hours of Liquor Primary service from 2:00 pm to 11:00 pm, Sunday to Saturday.</i>   | 89-104  | Del/Sub |
| Haddad | 15.2 Development Variance Permit PL2018-8406<br>Re: 4041 Lakeside Road<br><i>Staff Recommendation: THAT Council approve “Development Variance Permit PL2018-8406” for Lot 23 Block 209 District Lot 190 Similkameen Division Yale District Plan 466, located at 4041 Lakeside Road, a permit to decrease the minimum interior yard of a principal building from 1.5m to 1.0m; AND THAT staff be directed to issue “Development Variance Permit PL2018-8406.”</i> | 105-125 | Del/Sub |

16. **Notice of Motion**

17. **Business Arising**

18. **Council Round Table**

19. **Public Question Period**

20. **Adjournment**

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

**Tuesday, December 4, 2018**  
**at 1:00 p.m.**

**Present:** Mayor Vassilaki  
Councillor Bloomfield  
Councillor Kimberley  
Councillor Regehr  
Councillor Robinson  
Councillor Sentes  
Councillor Watt

**Staff:** Peter Weeber, Chief Administrative Officer  
Angie Collison, Corporate Officer  
Laurie Darcus, Director of Corporate Services  
Mitch Moroziuk, General Manager of Infrastructure (left meeting at 4:10 p.m.)  
Jim Bauer, Chief Financial Officer  
Anthony Haddad, Director of Development Services  
Bregje Kozak, Director, Recreation and Facilities (left meeting at 4:10 p.m.)  
Caitlyn Anderson, Deputy Corporate Officer

**1. Call to Order**

The Mayor called the Regular Council Meeting to order at 1:02 p.m.

**2. Introduction of Late Items**

Add: Letter from Downtown Penticton Association as attachment to Staff Report item 10.4 and replace Attachment B with new Attachment.

Add: Rise and Report from Closed to Consent Agenda.

**3. Adoption of Agenda**

491/2018

**It was MOVED and SECONDED**

THAT Council adopt the agenda for the Regular Council Meeting held on December 4, 2018 as amended.

**CARRIED UNANIMOUSLY**

**4. Recess to Committee of the Whole**

Council recessed to a Committee of the Whole Meeting at 1:03 p.m.

**5. Reconvene the Regular Council Meeting**

Council reconvened the Regular Council Meeting at 1:44 p.m.

**6. Adoption of Minutes:**

6.1 Minutes of the November 20, 2018 Committee of the Whole Meeting

492/2018

**It was MOVED and SECONDED**

THAT Council receive the minutes of the November 20, 2018 Committee of the Whole as presented.

**CARRIED UNANIMOUSLY**

6.2 Minutes of the November 20, 2018 Regular Meeting of Council

493/2018

**It was MOVED and SECONDED**

THAT Council adopt the minutes of the November 20, 2018 Regular Meeting of Council as presented.

**CARRIED UNANIMOUSLY**

**7. Consent Agenda**

Late Item - Rise and Report from Closed Meeting

The following Rise and Report from a Closed Meeting was added to the Consent Agenda.

THAT upon completion of a staff review of the Purchase Agreement;

THAT Council approve the purchase of 303, 307, 313, 317 & 319 Ellis Street for \$1.2M;

AND THAT staff be directed to fund the purchase from the Gaming Reserve;

AND THAT the Mayor and Chief Administrative Officer execute the purchase agreement.

494/2018

**It was MOVED and SECONDED**

THAT Council approve the Consent Agenda.

**CARRIED UNANIMOUSLY**

**8. Committee and Board Reports**

**9. Correspondence**

**10. Staff Reports:**

10.1 FireSmart Community Funding & Supports

495/2018

**It was MOVED and SECONDED**

THAT Council support the application for grant funding of \$100,000 from the Union of BC Municipalities for FireSmart Community Funding & Supports program within the City of Penticton.

**CARRIED UNANIMOUSLY**

10.2 2018-2022 Five Year Financial Plan Amendment Bylaw No 2018-80

496/2018

**It was MOVED and SECONDED**

THAT Council give first, second and third reading to the "2018-2022 Five Year Financial Plan Amendment Bylaw No. 2018-80".

**CARRIED UNANIMOUSLY**

10.3 Penticton Peach Festival Float Retrofit – Pre Budget Grant Request

497/2018

**It was MOVED and SECONDED**

THAT Council approve a \$10,000 cash grant for 2019 as requested by the Penticton Peach Festival to be funded through the 2019 grant allocation.

**CARRIED UNANIMOUSLY**

Mayor Vassilaki declared a conflict of interest and left the meeting at 2:31 p.m.  
Acting Mayor Sentes chaired the meeting.

10.4 Cannabis Regulations – Policy and Bylaws

498/2018

**It was MOVED and SECONDED**

THAT Council approve "Cannabis Retail Stores Policy" which establishes the process and guidelines for obtaining local government support for a provincial 'cannabis retail store' licence in Penticton.

**CARRIED UNANIMOUSLY**

499/2018

**It was MOVED and SECONDED**

THAT Council give first reading to new Attachment B "Zoning Amendment Bylaw 2018-66", a bylaw that adds a definition for 'cannabis retail store', includes the use in the C4, C5 and C6 and cannabis retail stores are not permitted downtown on Main Street or Front Street and that the bylaw be forwarded to the December 18, 2018 Public Hearing.

**CARRIED**

**Acting Mayor Sentes and Councillor Bloomfield, Opposed**

500/2018

**It was MOVED and SECONDED**

THAT "Business Licence Amendment Bylaw 2018-67", a bylaw that adds a definition for 'cannabis retail store' and regulates the operation of cannabis retail stores, be given first reading and referred to the December 18, 2018 Public Hearing to receive comment from the public.

**CARRIED UNANIMOUSLY**

501/2018

**It was MOVED and SECONDED**

THAT Council give first, second and third reading to "Smoking Regulations Bylaw 2018-68", a bylaw that repeals and replaces "Smoking Bylaw 87-15", and includes a prohibition on the smoking and vaping of cannabis products in all public areas in Penticton.

**CARRIED UNANIMOUSLY**

Mayor Vassilaki returned to the meeting at 3:07 p.m.

Councillor Watt left the meeting at 3:12 p.m.

10.5 Zoning Amendment Bylaw No. 2018-81  
Re: 310 Comox Street

502/2018

**It was MOVED and SECONDED**

THAT Council deny first reading of "Zoning Amendment Bylaw No. 2018-81".

**DEFEATED**

**Mayor Vassilaki, Councillors Bloomfield, Regehr, Kimberley, Robinson, Opposed**

Councillor Watt returned to the meeting at 3:17 p.m.

Councillor Kimberley left the meeting at 3:18 p.m.

503/2018

**It was MOVED and SECONDED**

THAT "Zoning Amendment Bylaw No. 2018-81", a bylaw to rezone Lot 7 District Lot 366 Similkameen Division Yale District Plan 5419, located at 310 Comox Street from R2 (Small Lot Residential) to C4 (General Commercial), be given first reading and be forwarded to the December 18, 2018 Public Hearing;

AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2018-81", a 5.0m x 5.0m northwest corner cut is registered with the Land Title Office.

**CARRIED**

**Councillor Sentes, Opposed**

Councillor Kimberley returned to the meeting at 3:21 p.m.

10.6 Land Swap & Public Realm Improvements  
Re: 157 Abbott Street

504/2018

**It was MOVED and SECONDED**

THAT Council support the proposed land exchange between the City and Abbott Street project based on the determination of the market value of the boulevard.

**DEFEATED**

**Mayor Vassilaki, Councillors Bloomfield, Kimberley, Robinson, Watt, Sentes, Opposed**

505/2018

**It was MOVED and SECONDED**

THAT Council support the proposed land exchange, between the City and Lot A, District Lot 202, Similkameen Division Yale District, Plan KAP81594 (157 Abbott Street) and Lot 1, District Lot 202, Similkameen Division Yale District, Plan KAP86539 (149 Van Horne Street) as follows:

- City to receive 388.2m<sup>2</sup> of road right-of-way from 157 Abbott Street and 198 Van Horne Street;
- 143.56m<sup>2</sup> of current road right of way along Van Horne Street and Westminster Avenue be added to 198 Van Horne Street;
- 250.28m<sup>2</sup> of road right of way along Westminster Avenue and Abbott Street be added to 157 Abbot Street.

AND THAT the land exchange agreement be subject to the following conditions:

- a. The developer being responsible for the construction of angled parking along the Westminster Avenue frontage to City standards; and
- b. The developer is responsible for all survey and legal registration costs.

AND THAT staff be directed to prepare a Land Exchange Agreement applicable road closure bylaws and required public notification and land disposition in accordance with the *Community Charter*.

**CARRIED UNANIMOUSLY**

10.7 Council Meeting Schedule for 2019

506/2018

**It was MOVED and SECONDED**

THAT Council select the following dates for the 2019 Regular Meetings of Council: January 8, 22, February 5, 19, March 5, 19, April 2, 16, May 7, 21, June 4, 18, July 2, 16, August 6, 20, September 3, 17, October 1, 15, November 5, 19, and December 3, 17.

**CARRIED UNANIMOUSLY**

10.8 2019 Council Advisory Committees

507/2018

**It was MOVED and SECONDED**

THAT Council approve the following Council Advisory Committees (and Task Force) and Council Liaison appointments, subject to the Committee Terms of Reference in attachments A-G:

| <u>Advisory Committee/Task Force</u>                                | <u>Council Liaison</u>                     |
|---|--|
| Agricultural Advisory Committee                                     | Councillor Bloomfield                      |
| Arts, Creative, Cultural Innovations, Heritage and Museum Committee | Councillor Sentes                          |
| Development Services Advisory Committee                             | Councillor Watt                            |
| Economic Development and Prosperity Advisory Committee              | Mayor Vassilaki                            |
| Official Committee Plan (Task Force)                                | Councillors Sentes, Robinson and Kimberley |
| Parks and Recreation Advisory Committee                             | Councillor Kimberley                       |
| Penticton Creek and Ellis Creek Restoration Committee               | Councillor Regehr                          |

AND THAT Council direct staff to advertise to fill the membership of the committees, inviting current members to reapply if interested;

AND THAT Council make the following appointments to outside boards and committees:

|   |                       |
|---|-----------------------|
| Library Board                                 | Councillor Kimberley  |
| Senior's Drop In Centre                       | Councillor Robinson   |
| Senior's Wellness                             | Mayor Vassilaki       |
| South Okanagan Immigrant & Community Services | Councillor Bloomfield |
| Downtown Penticton Association                | Councillor Sentes     |
| Sicamous Society                              | Mayor Vassilaki       |
| Museum Society                                | Councillor Sentes     |
| Chamber of Commerce                           | Councillor Watt       |
| Farmer's Market                               | Councillor Sentes     |
| Penticton and District Community Arts Council | Councillor Sentes     |
| Shatford Centre                               | Councillor Regehr     |
| Penticton Art Gallery                         | Councillor Regehr     |

THAT Council appoint Mayor John Vassilaki as the primary voting delegate and Councillor Jake Kimberley as alternate to the Municipal Insurance Association of British Columbia.

**CARRIED UNANIMOUSLY**

10.9 SILGA Committee Selected Charity

508/2018

**It was MOVED and SECONDED**

THAT the proceeds from the Southern Interior Local Government Association Conference 50/50 raffle held in Penticton on April 30 – May 3, 2019 be donated to the Youth Engagement Strategy (YES) Project.

**CARRIED UNANIMOUSLY**

**11. Public Question Period**

**12. Recess to Closed Meeting**

509/2018

**It was MOVED and SECONDED**

THAT Council recess at 4:10 p.m. 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;*
- (e) *the acquisition, disposition or expropriation of land or improvements if the Council considers that disclosure could reasonably be expected to harm the interest of the municipality.*

**CARRIED UNANIMOUSLY**

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

Council reconvened the Regular Council Meeting at 7:13 p.m.

**14. Bylaws and Permits**

- 14.1 Zoning Amendment Bylaw No. 2018-76  
Re: 909 Government Street

510/2018

**It was MOVED and SECONDED**

THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2018-76".

**CARRIED UNANIMOUSLY**

- 14.2 Zoning Amendment Bylaw No. 2018-77  
Re: 931 Government Street

511/2018

**It was MOVED and SECONDED**

THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2018-77".

**CARRIED UNANIMOUSLY**

512/2018

**It was MOVED and SECONDED**

THAT Council direct staff to provide information on establishing a protocol to address future applications where the principle property is accessible by laneway.

**CARRIED**

**Mayor Vassilaki, Councillor Robinson, Opposed**

- 14.3 Zoning Amendment Bylaw No. 2018-78  
Re: 1473 Government Street

513/2018

**It was MOVED and SECONDED**

THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2018-78".

**CARRIED UNANIMOUSLY**

- 14.4 Zoning Amendment Bylaw No. 2018-79  
Re: 463 Wade Avenue East

514/2018

**It was MOVED and SECONDED**

THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2018-79";  
AND THAT Council adopt "Zoning Amendment Bylaw No. 2018-79".

**CARRIED UNANIMOUSLY**

**15. Land Matters**

- 15.1 Development Variance Permit PL2018-8377  
Development Permit PL2018-8376  
Re: 595 Van Horne Street

Delegations/Submissions:

- Nil

515/2018

**It was MOVED and SECONDED**

THAT Council approve "Development Variance Permit PL2018-8377" for Lot 13 Block 20 District Lot 202 Similkameen Division Yale District Plan 269, located at 595 Van Horne Street, a permit to: increase the maximum height of a retaining wall located within the north interior yard from 1.2m to 1.8m; to decrease the minimum required parking spaces from 4 to 3; and to decrease the minimum front yard from 4.5m to 3.5m, to support a duplex development with suites;  
AND THAT staff be directed to issue "Development Variance Permit PL2018-8377".

THAT Council approve "Development Permit PL2018-8376" for Lot 13 Block 20 District Lot 202 Similkameen Division Yale District Plan 269, located at 595 Van Horne Street, a permit that allows for the construction of a duplex with suites;  
AND THAT staff be directed to issue "Development Permit PL2018-8376."

**CARRIED**  
**Councillor Bloomfield, Opposed**

- 15.2 Development Variance Permit PL2018-8387  
Re: 555 Wade Avenue East

Delegations/Submissions:

- Tammy Scott, Wade Avenue East, concerns with landscape buffer and visitor parking spots not on property but referred to park on the road, concerned with a property on Gwyer Street with a failed retaining wall and only accessible through 555 Wade Avenue East.
- Dave Sutton, designer of the project, decided to pay the fee instead of creating a landscape buffer, visitor parking can't happen as there is a hill behind the property.

- Nicholas Parker, realtor on behalf of the developer, explained the property was hard to sell, as it was a derelict property, first green complex, property owner to the west is in support of no trees buffering the property.

516/2018

**It was MOVED and SECONDED**

THAT Council approve "Development Variance Permit PL2018-8387" for Lot 1 District Lot 202 Similkameen Division Yale District Plan 7142, located at 555 Wade Avenue East, a permit to reduce the minimum width of a landscape buffer abutting a residential zone from 3.0m to 0.0m, to waive the two required visitor parking spaces and to increase the maximum permitted height of a retaining wall within a required yard from 1.2m to 2.7m; AND THAT staff be directed to issue "Development Variance Permit PL2018-8387."

**CARRIED UNANIMOUSLY**

**16. Notice of Motion**

**17. Business Arising**

**18. Council Round Table**

**19. Public Question Period**

**20. Adjournment**

517/2018

**It was MOVED and SECONDED**

THAT Council adjourn the Regular Council meeting held on Tuesday, December 4, 2018 at 8:31 p.m.

**CARRIED UNANIMOUSLY**

Certified correct:

Confirmed:

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Angie Collison  
Corporate Officer

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John Vassilaki  
Mayor

**Committee of the Whole**  
held at City of Penticton Council Chambers  
171 Main Street, Penticton, B.C.

**Tuesday, December 4, 2018**  
**Recessed from the Regular Council Meeting at 1:00 p.m.**

**Present:** Mayor Vassilaki  
Councillor Bloomfield  
Councillor Kimberley  
Councillor Regehr  
Councillor Robinson  
Councillor Sentes  
Councillor Watt

**Staff:** Peter Weeber, Chief Administrative Officer  
Angie Collison, Corporate Officer  
Laurie Darcus, Director of Corporate Services  
Mitch Moroziuk, General Manager of Infrastructure  
Jim Bauer, Chief Financial Officer  
Anthony Haddad, Director of Development Services  
Caitlyn Anderson, Deputy Corporate Officer

1. **Call to order**

The Mayor called the Committee of the Whole meeting to order at 1:04 p.m.

2. **Adoption of Agenda**

**It was MOVED and SECONDED**

THAT the agenda for the Committee of the Whole meeting held on December 4, 2018 be adopted as presented.

**CARRIED UNANIMOUSLY**

3. **Delegations and Community Recognition**

3.1 100 Homes Penticton

Tanya Berhardien, Executive Director of OneSky Community Resources and Linda Sankey, Executive Director of the South Okanagan Similkameen Brain Injury Society, on behalf of 100 Homes Penticton, provided Council with the work of the steering committee and shared the progress to date.

3.2 Communities for Kids and Success by 6

Patricia Tribe, steering committee of Communities for Kids provided Council with an overview of the program and advised Council of the recent provincial funding cuts to Communities for Kids and Success by 6 and how it will affect families in Penticton.

4. **Adjourn to Regular Meeting**

**It was MOVED and SECONDED**

THAT Council adjourn the Committee of the Whole meeting held December 4, 2018 at 1:44 p.m. and reconvene the Regular Meeting of Council.

**CARRIED UNANIMOUSLY**

Certified correct:

Confirmed:

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Angie Collison  
Corporate Officer

---

John Vassilaki  
Mayor

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

**Tuesday, December 4, 2018**  
**at 6:00 p.m.**

- Present:** Mayor Vassilaki  
Councillor Bloomfield  
Councillor Kimberley  
Councillor Regehr  
Councillor Robinson  
Councillor Sentes  
Councillor Watt
- Staff:** Peter Weeber, Chief Administrative Officer  
Angie Collison, Corporate Officer  
Laurie Darcus, Director of Corporate Services  
Anthony Haddad, Director of Development Services  
Jim Bauer, Chief Financial Officer  
Blake Laven, Planning Manager  
Caitlyn Anderson, Deputy Corporate Officer

**1. Call to order**

Mayor Vassilaki called the public hearing to order at 6:02 p.m. for Zoning Amendment Bylaws No. 2018-76, No. 2018-77, No. 2018-78 and No. 2018-79. 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 development variance permits 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. 2018-76" (909 Government Street)**

The purpose of "Zoning Amendment Bylaw No. 2018-76" is to amend Zoning Bylaw No. 2017-08 as follows:

Rezone Lot 4, District Lot 249, Similkameen Division Yale District Plan 3392, located at 909 Government Street, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing).

The applicant is proposing to construct two side-by-side duplexes.

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

### **DELEGATIONS**

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

- No one spoke.

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

- No one spoke.

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

- Mick Giroux, Giroux Design Group, representing developer, can answer any questions if required.

The public hearing for "Zoning Amendment Bylaw No. 2018-76" was terminated at 6:09 p.m. and no new information can be received on this matter.

### **3. "Zoning Amendment Bylaw No. 2018-77" (931 Government Street)**

The purpose of "Zoning Amendment Bylaw No. 2018-77" is to amend Zoning Bylaw No. 2017-08 as follows:

Rezone Lot 3, District Lot 5, Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3392, located at 931 Government Street, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing).

The applicant is proposing to construct two side-by-side duplexes.

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

### **DELEGATIONS**

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

- Joanne Pearson, Government Street, lives across the alley, concerned about garbage, recycle, and yard waste pickup in alleyway, increase in vehicle traffic, current building and environmental concerns, and demolition permits done correctly.
- Trevor Kane, Chase Valley, with the demolition company, confirms it will not be coming down earlier than expected and will get the required permits.
- Mick Giroux, Giroux Design Group, addressing garbage pickup, and the height of the building.

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

- Mick Giroux, Giroux Design Group, mentioning garbage pickup isn't an issue for this particular project but an overall issue. As well more people will do more shovelling to clear the lane way.

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

- Lynn Kelsey, Oakville Street, mapping out six meters for visual perspective.

The public hearing for "Zoning Amendment Bylaw No. 2018-77" was terminated at 6:39 p.m. and no new information can be received on this matter.

#### **4. "Zoning Amendment Bylaw No. 2018-78" (1473 Government Street)**

The purpose of "Zoning Amendment Bylaw No. 2018-78" is to amend Zoning Bylaw No. 2017-08 as follows:

Rezone Lot 10, District Lot 250, Similkameen Division Yale District Plan 6505, located at 1473 Government Street from R1 (Large Lot Residential) to RM3 (Medium Density Multiple Housing).

The applicant is proposing to construct an 18-unit apartment building comprised primarily of two-bedroom units.

The Corporate Officer advised that two letters of concern have been received since the printing of the agenda and distributed to Council.

#### **DELEGATIONS**

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

- Ms. Babakaiff, Balfour Street, concerned with rainwater, the current drain will not be big enough to hold the water, parking concerns in the alleyway, and snow removal is a concern.

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

- Jacqueline Stewart, owns a Medical Office Carmi Avenue, many of her patients have mobility issues and the alleyway is the only access to her office and parking lot. Concerned with speed and excessive traffic in the alleyway.

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

- Bill Cutler, Balfour Street, across alley from proposed development, concerns with access, including snow removal, drain issues, upgrade required of alleyway, suggestion of having traffic north to south only in the alleyway.
- Kim Cotter, owner of 1473 Government Street, the building is an asset to the City and will improve the neighbourhood, and people can walk to work.
- Bill Cutler, Balfour Street, concerned of height line of the building.

- Resident of Penticton Avenue, on behalf of daughter who lives on Government Street, concerned with driving and speeding on Duncan Street and people being hit. Snow removal issue, traffic study done? If this is approved, then more applications will be completed and more apartment buildings will be constructed in the neighbourhood. Concerned with construction of trucks and excavating for underground parking.
- Kim Cotter, owner of 1473 Government Street, said no neighbourhood consultation has been done as the City was sending out notices.
- Robert Kirkpatrick, on behalf of Jacqueline Stewart, concerned with time line of closures of alleyway and roads.
- Lynn Kelsey, Oakville Street, request of pictures and a visual of the property during Public Hearings.

The public hearing for "Zoning Amendment Bylaw No. 2018-78" was terminated at 7:10 p.m. and no new information can be received on this matter.

**5. "Zoning Amendment Bylaw No. 2018-79" (463 Wade Avenue East)**

The purpose of "Zoning Amendment Bylaw No. 2018-79" is to amend Zoning Bylaw No. 2017-08 as follows:

Rezone Lot 15, District Lot 202, Similkameen Division Yale District Plan 933, located at 463 Wade Avenue East, from RD2 (Duplex Housing: Lane) to RM2 (Low Density Multiple Housing).

The applicant is proposing to construct a four-unit townhouse development.

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

**DELEGATIONS**

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

- No one spoke.

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

- No one spoke

Mayor Vassilaki 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. 2018-79" was terminated at 7:12 p.m. and no new information can be received on this matter.

Certified correct:

Confirmed:

\_\_\_\_\_  
Angie Collison  
Corporate Officer

\_\_\_\_\_  
John Vassilaki  
Mayor



## Penticton Creek and Ellis Creek Restoration Committee Meeting

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

Wednesday, November 21, 2018  
at 9:00 a.m.

**Present:** Bryn White, South Okanagan Similkameen  
Conservation Program Representative  
Bruce McFarlane, Regional Water Engineer, Ministry of Forests, Lands and Natural  
Resource Operations Representative  
Yi Li, Regional Water Engineer, Ministry of Forests, Lands and Natural Resource  
Operations Representative  
Paul Askey, Freshwater Fisheries Society of BC  
Doug Maxwell, Member at Large  
Bill Wickett, Penticton Fly Fishers Association  
Zoe Eyjolfson, Okanagan Nation Alliance

**Staff:** Mitch Moroziuk, General Manager of Infrastructure  
Ian Chapman, City Engineer  
Jo Benson, Corporate Secretary – Committee Clerk

**Guest:** Jason Cote (via phone), Sean Kilpatrick, Leif Burge – Stantec Consulting

1. **Call to Order**

The Penticton Creek and Ellis Creek Restoration Committee was called to order by the Chair at 9:05 a.m.

2. **Adoption of Agenda**

**It was MOVED and SECONDED**

THAT the Penticton Creek and Ellis Creek Restoration Committee adopt the agenda as amended for the meeting held on November 21, 2018.

**CARRIED UNANIMOUSLY**

### 3. **Adoption of Minutes**

#### **It was MOVED and SECONDED**

THAT the Penticton Creek and Ellis Creek Restoration Committee adopt the minutes of the September 12, 2018 meeting as circulated.

**CARRIED UNANIMOUSLY**

### 4. **Business Arising from Prior Meetings**

#### 4.1 Update on funding strategy

Council have given approval to develop a strategy to accept donations for Penticton Creek Restoration. Staff have initiated the process and are looking at several ideas to facilitate the donation program. Considerations include but are not limited to:

- how to effectively launch the program
- what kind of mediums do we want to use to get the message out there (social media, brochure, video)
- who and how will we approach the interested individuals, agencies or businesses
- can we attract a sizeable donation from one of the interested parties to kick start the program
- where will the monies go
- should there be limits on donations
- can donations be directed to site specific areas of the creek

Staff to report back to the committee once they have a draft strategy in place.

#### 4.2 Reach 12 Update

Mould Engineering has been awarded the design work for Reach 12. Surveying has commenced with design work to be done in 2019 and construction timeline for the build is 2020.

#### Reach 3A and 3b Update

The City Engineer also indicated that applications have been submitted to HCTF and SOCF for restoration work on Reach Upper 3A and 3B. If we are successful in these applications, then proposals will be solicited for the design work to be undertaken in 2019 followed by a year of fundraising to meet the construction budget and construction would follow in 2021.

### 5. **New Business**

#### 5.1 Selection of new Chairperson

Following discussion about the roles of the committee chairperson and an update from the General Manager of Infrastructure about pending information from Council about future direction of committees;

**It was MOVED and SECONDED**

THAT the Penticton Creek and Ellis Creek Restoration Committee appoint Paul Askey as new Chairperson for the committee.

**CARRIED UNANIMOUSLY**

5.2 Ellis Creek Master Plan Item 2.5 design flood research and methodology

Shawn Kilpatrick and Leif Burge from Stantec gave a PowerPoint presentation on the Ellis Creek Master Plan (see attached). Future development, land use change factor, peak flow numbers and how they were derived and effects on flow of the creek were amongst the topics discussed.

The committee was asked to send any further notes or concerns they have to the General Manager of Infrastructure by November 30, 2018. Stantec will follow up on these items at the next meeting.

Mitch Moroziuk left the meeting at 11:02 a.m.

5.3 Ellis Creek Master Plan Item 2.7 fisheries habitat assessment work and methodology

Observations for each Reach presented are showing distinct changes in the habitat affected by the flood. Some improvement has been noted with an increase in rearing and spawning potential. Habitat quality ranking was articulated to the committee by a representative from Stantec. Data collected will be used to develop a matrix to determine what the streams support now and the areas that would benefit from redesign. Reaches that were not reported are currently in-progress and will be analyzed this week and next.

Concerns were expressed about encroachment of business activities by adjacent property owners towards the creek. The City Engineer confirmed that the City is aware of this issue and the planning department has engaged a QEP who has produced a report with recommendations on this situation. The committee requested that the Director of Development Services attend the next meeting to provide an update / overview of what is currently being undertaken by the City

Mitch Moroziuk rejoined the meeting at 11:30 a.m.

6. **Council Outcome**

7. **Next Meeting**

The next meeting is scheduled for December 19, 2018 at 9:00 a.m.

8. **Adjournment**

**It was MOVED and SECONDED**

THAT the Penticton Creek Restoration Committee adjourn the meeting held on Wednesday November 21, 2018 at 11:44 a.m.

**CARRIED UNANIMOUSLY**

Certified Correct:

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Jo Benson  
Committee Clerk

# Council Report

penticton.ca

**Date:** December 18, 2018  
**To:** Peter Weeber, Chief Administrative Officer  
**From:** Len Robson, Public Works Manager  
**Subject:** **Snow and Ice Control Policy**

File No: 5400-11

## Staff Recommendation

THAT Council after full consideration, including budgetary restrictions, approve the revised Snow and Ice Control Policy as attached to the December 18, 2018 report titled "Snow and Ice Control Policy".

## Strategic priority objective

- This policy supports a Sustainable Community by continually managing City of Penticton costs related to snow and ice control.
- This policy supports a Livable Community by ensuring the City is safe and accessible during the winter months.

## Background

Annually, the City of Penticton Public Works Department provides snow and ice control on City streets, lanes, bus stops, select sidewalks and walkways, parking lots and City facilities in accordance with the Council Approved Policy. The policy is reviewed on an annual basis and all recommended changes are brought to City Council for their endorsement.

The Snow and Ice Policy is based on the operational procedures the Public Works Department has developed over many years as well as adherence to the approved snow and ice control budgets.

Significant changes or additions proposed in this policy include:

1. General and Administrative Changes:
  - Authority granted to Public Works Manager to implement revisions as required to APPENDIX A and APPENDIX B on an annual basis.
  - Increased levels of discretion within the policy to account for the highly variable winter conditions experienced.
  - Reviewed and edited wording to simplify or remove redundant or unnecessary clauses.
2. Service Levels and Standards:
  - Discretion on when to apply Ice Control written into Policy.

- Snow Plowing Operations on roads, parking lots, and lanes may commence upon accumulation of 2.5 cm - previous standard of 1.5 cm.
- Standards identified for clearing of roadways and other surface types;
  - ✓ Roadways will be cleared to a minimum of 3.0 meters wide and shall have a maximum accumulation of 5 cm of snow or slush; and
  - ✓ Snow clearing of sidewalks, walkways, and stairs shall be done in a manner to achieve a minimum walking path of 1 meter of width and a maximum accumulation of 5 cm of snow and slush.
- Snow and Ice Control for City owned building walkways may commence upon accumulation of 2.5 cm of snow – previous standard any measurable accumulation of snow or ice.

3. Appendix A and B Changes (locations of work):

- Additional streets & lanes in Ridge Subdivision
- Traffic calming at Galt Ave
- Section of KVR Trail from Jermyn Ave to Gahan Ave
- Sections of sidewalk along Ellis Street – newly acquired land
- Section of sidewalk along Scott Ave – adjacent Kings Park
- Eckhardt Ave – newly acquired properties west of SOEC Parking Lot

### **Financial implication**

Annually the Public Works Department requires an average of \$376,000 (based on last 4.5 years) to fulfill the commitment to snow and ice control on roads, sidewalks and related infrastructure. The 2019 budget request is currently set at \$403,830.

The additional costs for the proposed additions to the Policy are included in the 2019 budget request.

### **Analysis**

With respect to limited funds for operational budgets, the expense of snow and ice control operations, public safety, and the potential of liability, a Council endorsed policy ensures service levels are defined to meet all objectives.

The Snow and Ice Control Policy as outlined in Attachment “A” has been updated to include the additional streets as noted in the background section of this report.

The original policy developed in 2007 was vetted by Davie and Associates (City Solicitor at the time) and all recommended changes were incorporated. Municipal Insurance Association of BC (MIABC - City’s Liability Insurer) has reviewed the current document and all recommended changes were incorporated.

### **Alternate recommendations**

That Staff revisits the Snow and Ice Control policy addressing questions or concerns Council may have.

**Attachments**



Attachment A – Snow and Ice Control Policy

Respectfully submitted,



Len Robson, ASCT  
Public Works Manager

Approvals

|  |   |  |
|--|---|--|
| <p>General Manager of<br/>Infrastructure</p>  | <p>Chief Administrative<br/>Officer</p> <p>PW</p> | <p>CFO</p>  |
|--|---|--|

**Approval date:** XXXXXXXX

**Resolution No. XXXXXXXX**

**Subject: Snow and Ice Control Policy**

## Goal

To provide for the safe passage of vehicles and pedestrians within the City of Penticton by ensuring that the snow and ice control operations are carried out on City roads, lanes, bus stops, select sidewalks and walkways, parking lots and City Facilities in a timely manner in accordance with the priorities identified by Council, included as Appendix A and B of the Policy.

This policy provides a balance between public safety and the City's resources, and is reflective of best practices and established procedures.

## Scope

Subject to equipment, personnel, and budget constraints, the City of Penticton undertakes snow and ice control on a priority basis to accommodate vehicular and pedestrian access on:

- Road rights-of-way within the geographical boundaries of the City, excluding highway 97 (also known as the Channel Parkway, and Eckhardt Ave W. from Railway Street to the west City limits);
- City owned and maintained building entry-ways;
- Sidewalks adjacent all City owned properties;
- Select stairways, sidewalks, walkways, bridges, lanes, bus stops and parking lots.

As indicated on the following Appendices:

- *Appendix A - Roadway Priority Ratings;*
- *Appendix B – Stairways, Sidewalks, Bridges, Lanes, Bus Stops, & Parking Lots to be Cleared*

The key objectives of this policy are:

1. To provide vehicular and pedestrian traffic with sufficient mobility under prevailing winter conditions within the City's financial resources.
2. To reduce the hazards of ice and snow conditions for motorists and pedestrians.
3. To facilitate the handling of emergencies by emergency operations personnel.
4. To facilitate the operation of public transit.
5. To minimize economic losses to the community and industry.
6. To ensure the City owned parking lots are adequately maintained to an acceptable standard.
7. To provide safe recreational opportunities for residents during winter months.

**Definitions:**

In this policy:

“APPENDIX A” - Appendix A – Roadway Priority Ratings as attached to this policy.

“APPENDIX B” - Appendix B – Stairways, Sidewalks, Bridges, Lanes, Bus Stops, & Parking Lots to be Cleared as attached to this policy.

“CLEAR (ED)” means the plowing or shoveling of snow on roadways and other surface types.

- Snow clearing of roadways, lanes, and parking lots shall be done in a manner to achieve a minimum of 3 meters of width for driving and a maximum accumulation of 5 cm of snow and slush.
- Snow clearing of sidewalks, walkways, and stairs shall be done in a manner to achieve a minimum walking path of 1 meter of width and a maximum accumulation of 5 cm of snow and slush.

“COMPACTED SNOW STANDARD” means snow accumulated and packed by traffic or leveled by snow plows.

“DE-ICER” means the chemical agent that the City of Penticton uses or mixes with sand to control ice.

“ICE CONTROL” means the control of the build-up of packed snow or ice through the use of equipment, abrasives and de-icing materials. Conditions that warrant ice control are highly variable, depending on temperature, humidity, location, current ground snow cover, and other weather conditions, and can change frequently, at times on an hourly basis. During SNOW AND ICE CONTROL operations staff will monitor conditions and apply their discretion on the application of Ice Control.

“MULTIFAMILY DEVELOPMENTS” means a residential mobile home park, an apartment building, townhouse building, or any other residential building containing 4 or more dwelling units.

“PUBLIC WORKS MANAGER” means the Public Works Manager or his/her approved designate.

“SNOW PLOWING” means plowing of snow into windrows that may remain on roads, lanes and sidewalks on or near center lines or medians, boulevards, adjacent to the curb or sidewalk or edge of back lanes or City owned parking lots.

“SNOW AND ICE CONTROL” means all operations associated with snow plowing, snow loading, snow hauling, and ice control.

**Policy:**

1.0 RESPONSIBILITIES

1.1 City Council Shall:

- Set and adopt the SNOW AND ICE CONTROL Budget;
- Set the levels of service.

1.2 The Public Works Manager shall implement the Snow and Ice Control Policy on Public Right of Ways by:

- Determining when and how to initiate and implement SNOW AND ICE CONTROL Operations;
- Allocating and scheduling Public Works resources;
- Obtaining, allocating and scheduling privately held resources;
- Addressing public complaints;
- Managing the allocated budget;
- Implementing revisions as required to APPENDIX A and APPENDIX B on an annual basis.

1.3 The Public Works Department shall operate the City owned equipment and /or hired equipment to carry out SNOW AND ICE CONTROL on public rights of way in accordance with the Snow and Ice Control Policy and in accordance with the instructions of the PUBLIC WORKS MANAGER.

## 2.0 PRIORITIES AND STANDARDS FOR ROADS AND OTHER SURFACE TYPES

2.1 The City operates with a finite budget, which funds many services. The City in establishing the Snow and Ice Control Policy, has taken into consideration its financial resources and personnel. Priorities are established to provide the greatest benefit to the majority of the traveling public. When setting the priorities consideration is given to traffic volumes, road classification, emergency services, road geometrics, terrain, transit, and access to amenities.

2.2 The City has set the following **3 priority ratings** for roads and other surface types as referenced in APPENDIX A and APPENDIX B of this policy.

### **Priority 1 Roads - Outlined in Red on APPENDIX A**

Generally servicing:

- Major Collectors – main routes serving as connectors/collectors between areas and routes;
- Steep Grades – Hilly terrain with high traffic volumes;
- School Zones – serving as routes to access school;
- Roads serving emergency routes to hospitals and fire equipment;
- Major Transit Routes – serving the majority of the Transit Users.

### **Priority 2 Roads - Outlined in Green on APPENDIX A**

Generally servicing:

- Collectors – remainder of;
- Main Industrial Routes – serving as routes for industrial traffic;
- Minor Transit Routes.

### **Priority 3 Roads - Outlined in Yellow on APPENDIX A**

Generally servicing:

- The remainder of the routes in the City, typically local roads.

2.3 Other Surface Types outlined in APPENDIX B

Generally servicing:

- Stairways - Priority 1
- Transit Stops with Shelters – Priority 1
- Bridge – Pedestrian Access – Priority 1
- Parking Lots – Priority 1
- City Owned Buildings - Pedestrian Access – Priority 1
  
- Sidewalks and Walkways – Priority 2
- Traffic Calming at School Zones – Priority 2
  
- Designated Lanes – Priority 3
- Walkways - Priority 3

2.4 The City has set the following **standards** for SNOW AND ICE CONTROL subject to budget constraints, and availability of personnel and equipment:

**Priority 1:** The roads and the other surface types shall be CLEARED and ICE CONTROL may be applied as required within **12 hours** of the end of the storm event.

**Priority 2:** The roads and the other surface types shall be CLEARED and ICE CONTROL may be applied as required within **24 hours** of the end of the storm event.

**Priority 3:** The roads and the other surface types shall be CLEARED and ICE CONTROL may be applied as required within **48 hours** of the end of the storm event.

**Exceptions:**

- Priority 3 roads or other surface types will not be CLEARED on weekends or statutory holidays. These days are not included in the 48 hour standard noted above. For example if the storm event ends Friday at 11:30 pm all Priority 3 roads and other surface types shall be cleared within 48 hours of 12:00 am Monday morning which is 12:00 am Wednesday.
- When the storms are continuous, or follow within 12 hours of another, SNOW AND ICE CONTROL operations may be repeated or continued on Priority 1 Roads and Other Surface Types until the standards are achieved prior to commencing SNOW AND ICE CONTROL operations on priorities 2 and 3.
- Due to operational circumstances including but not limited to; traffic flow, operational efficiencies, road closures, special events, and other such circumstances deemed appropriate by the PUBLIC WORKS MANAGER, lower level priorities may be addressed prior to high level priorities provided that all priorities will be addressed within the time frame allocated for that priority.

3.0 ANTI – ICING BEFORE A SNOW EVENT

3.1 When roads surfaces are dry, temperatures are either forecasted to be or are below 0° Celsius and precipitation is predicted, a sodium chloride, anti-icing solution may be applied to designated roadways around the City to help to prevent ice and snow from accumulating and adhering to the road during a snow event.

4.0 SNOW PLOWING OF ROADS, CITY OWNED PARKING LOTS AND LANES

4.1 SNOW PLOWING Operations may commence in accordance with the priorities and standards discussed in Sections 2.2, 2.3, and 2.4, upon a snow accumulation of 2.5 cm, and in consideration of field conditions and weather forecast.

4.2 Lanes which provide the only available access to MULTIFAMILY DEVELOPMENTS with no available on street parking as shown on APPENDIX B will be addressed on a Priority 3 basis. All other lanes are considered low priority and may be addressed only in the event of extreme weather resulting in a single snow storm accumulation greater than 30 cm. These lanes may be CLEARED to a COMPACTED SNOW STANDARD as budget and resources permit.

4.3 SNOW PLOWING may result in windrows on both sides of the road. The clearing of windrows in front of driveways left by snow plowing equipment shall be the responsibility of the property owner or occupant.

4.4 The clearing of windrows as they cross lane entrances shall be the responsibility of the City and may be CLEARED as required as soon as practical following last priorities.

4.5 The clearing of snow between the edge of the street and all fire hydrants is the responsibility of the City. The work may commence when the snow depth exceeds 45 cm or when the hydrant is hidden from view.

4.6 SNOW PLOWING of City owned parking lots as indicated in APPENDIX B may be performed in conjunction with priority one roads.

5.0 ICE CONTROL OF ROADS, CITY OWNED PARKING LOTS AND LANES

5.1 The City will provide ICE CONTROL on City roads, parking lots and lanes in accordance with the priorities and standards discussed in Sections 2.2, 2.3, and 2.4, upon determining that ice conditions exist or are in the immediate forecast.

5.2 ICE CONTROL will not normally be undertaken mid-block and may only be undertaken at intersections with the exception of Priority 1 roads if conditions warrant.

6.0 SNOW AND ICE CONTROL ON STAIRS, SIDEWALKS, BRIDGES, WALKWAYS, TRANSIT STOPS WITH SHELTERS AND CITY OWNED BUILDING PEDESTRIAN ACCESS

6.1 The City will CLEAR SNOW and may provide ICE CONTROL on City owned stairs, sidewalks adjacent to City property, transit stops with shelters, walkways and entrances to City owned buildings as illustrated in APPENDIX B as per the priorities and standards identified in Sections 2.2, 2.3 and 2.4.

- 6.2 SNOW AND ICE CONTROL on sidewalks may result in windrows on either side of the sidewalk.
- 6.3 SNOW AND ICE CONTROL for City owned building – pedestrian accesses may involve snow removal and/or the application of DE-ICER and may commence upon accumulation of 2.5 cm of snow or icy conditions being present at the entry-ways of City Owned Buildings as indicated on APPENDIX B.
- 6.4 Public complaints received advising that rain or snow melt has created a layer of ice on the Other Surface Types that has created a hazard may be investigated within one working day of the complaint. If warranted the ice layer may be sanded, treated with DE-ICERs, closed, or allowed to have a level firm snow layer established above the ice level to permit pedestrian use.
- 6.5 Good Neighbour Bylaw 2012 - 5030 Section 7.5, stipulates that “Every owner or occupier of any building or premises, including any vacant lot, within the City, shall clear the sidewalk of snow and ice adjacent to the property before the hour of eleven o’clock (11:00AM) on the forenoon following the snow event.”

This bylaw may be enforced by any Bylaw Enforcement Officer and may be subject to the fines and penalties identified in the bylaw.

## 7.0 PUBLIC RELATIONS

- 7.1 The Public Works Clerk at (250) 490-2500, Monday to Friday 7:30 am to 3:15 pm, shall handle all concerns and inquires. At all other times including statutory holidays, emergency concerns and inquires shall be directed to the afterhours line (250) 490-2324.

## 8.0 HOURS OF OPERATION AND STAFF DEPLOYMENT.

- 8.1 The City will be prepared to conduct SNOW AND ICE CONTROL Operations during the period November 1 to March 31.
- 8.2 The City will normally provide SNOW AND ICE CONTROL Operations between the hours of 4:00 am and 11:00 pm, 7 days per week including statutory holidays as per the following:
- During REGULAR HOURS OF OPERATION (7:00 am to 3:15 pm week days with the exception of statutory holidays) crews will provide SNOW AND ICE CONTROL in accordance with the priorities and standards set out in Sections 2.2, 2.3 and 2.4 of this policy.
  - Weekends and statutory holidays will have SNOW AND ICE CONTROL on Priority 1 and Priority 2 roads and other surface types only. Priority 3 roads and other surface types may not be CLEARED on weekends or Statutory holidays.
  - In the event of winter conditions requiring SNOW AND ICE CONTROL commencing after 3:15 pm, operators and equipment may be dispatched to provide maintenance on Priority 1 roads and other surface types only. Priority 1

roads may be CLEARED and Priority 1 other surface types may be CLEARED until 11:00 pm.

- In the event SNOW AND ICE CONTROL measures are not complete due to winter conditions from the day prior or early morning snow fall, operators and equipment may be dispatched from the City Yards Facility as early as 4:00 am.

8.3 The Public Works Department standby personnel may monitor weather conditions and will provide a visual inspection at 3:00 am to determine if crews are to be called out as early as 4:00 am (7 days a week). In addition to the above noted, during the regular work week for the period of November 01 to March 31 one equipment operator may commence work at 6:00 am. If conditions warrant, additional operators may be called in to address snow and ice concerns.

- If afterhours standby personnel receive complaints about hazardous road conditions from the R.C.M.P., Public or Fire Department, they may be investigated and dealt with in accordance with this policy. Discretion as to the level of SNOW AND ICE CONTROL required may be applied. If a complaint is received on Priority 3 road or other surface type or in a low traffic and flat area the complaint may not be investigated or addressed.

8.4 When extreme winter weather (greater than 30 cm snow accumulation) conditions exist as caused by severe or repetitive storms or emergency conditions, overtime, additional City equipment and outside resources may be mobilized under the authorization of the PUBLIC WORKS MANAGER.

## 9.0 PARKING BANS

9.1 Parking bans may be implemented, as required, to provide for operations. Areas where parking is to be banned will be signed in advance or odd/even parking will be initiated. Vehicles that do not adhere to the parking ban may be towed and the owner of the vehicle will be responsible for all towing costs

## APPENDICES

1. Appendix "A" Roadway Priority Ratings, may be revised by the Public Works Manager and adopted by Council as required.
2. Appendix "B" Stairways, Sidewalks, Bridges, Lanes, Bus Stops, and Parking Lots to be CLEARED, may be revised by the Public Works Manager and adopted by Council as required.

### **Previous revisions**

Snow & Ice Control Policy – 2017/2018 – Resolution # 618/2017, Snow & Ice Control Policy – 2016/2017 – Resolution # 565/2016, Snow & Ice Control Policy – 2015/2016 – Resolution # 516/2015, Snow & Ice Control Policy – 2012/2013 – Resolution # 1001/2012

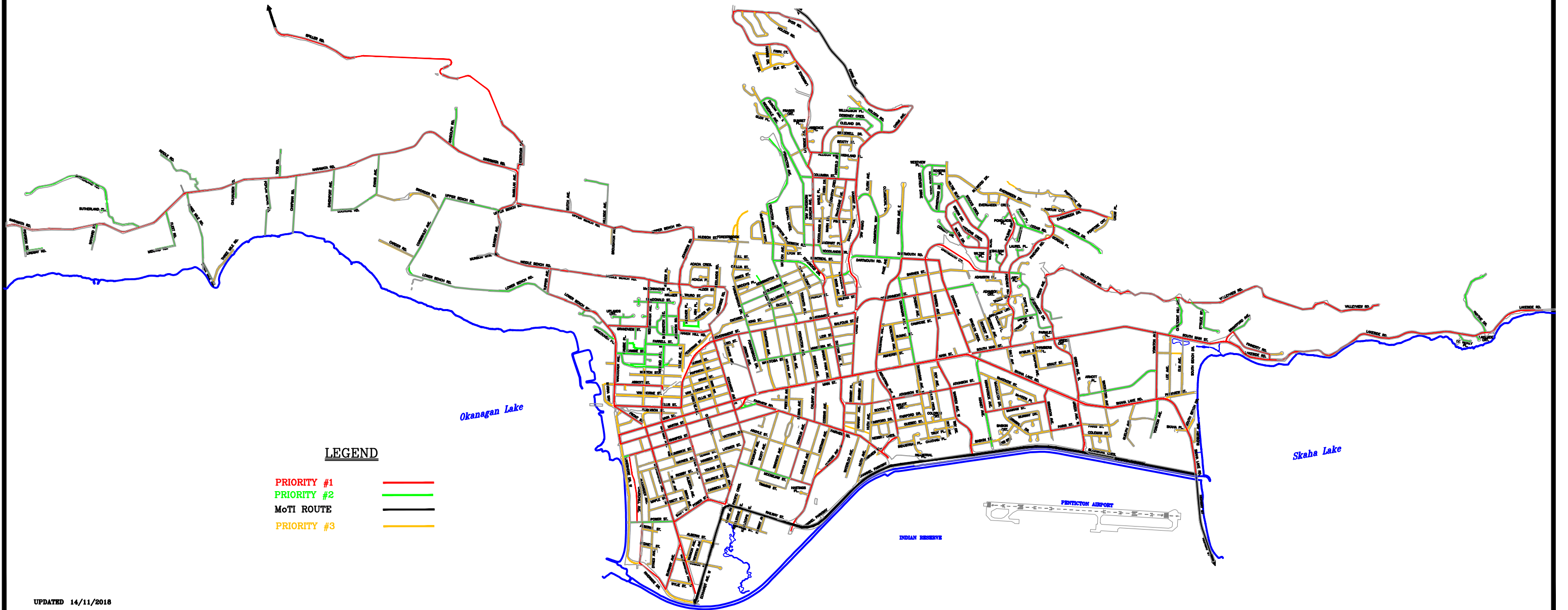
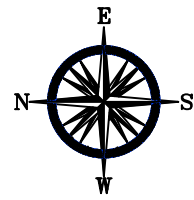
Certified Correct:

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Angie Collison, Corporate Officer

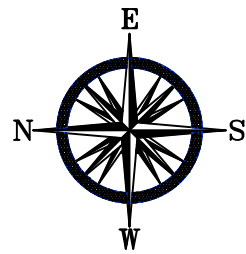
# CITY OF PENTICTON SNOW REMOVAL

## APPENDIX 'A' – ROADWAY PRIORITY RATINGS



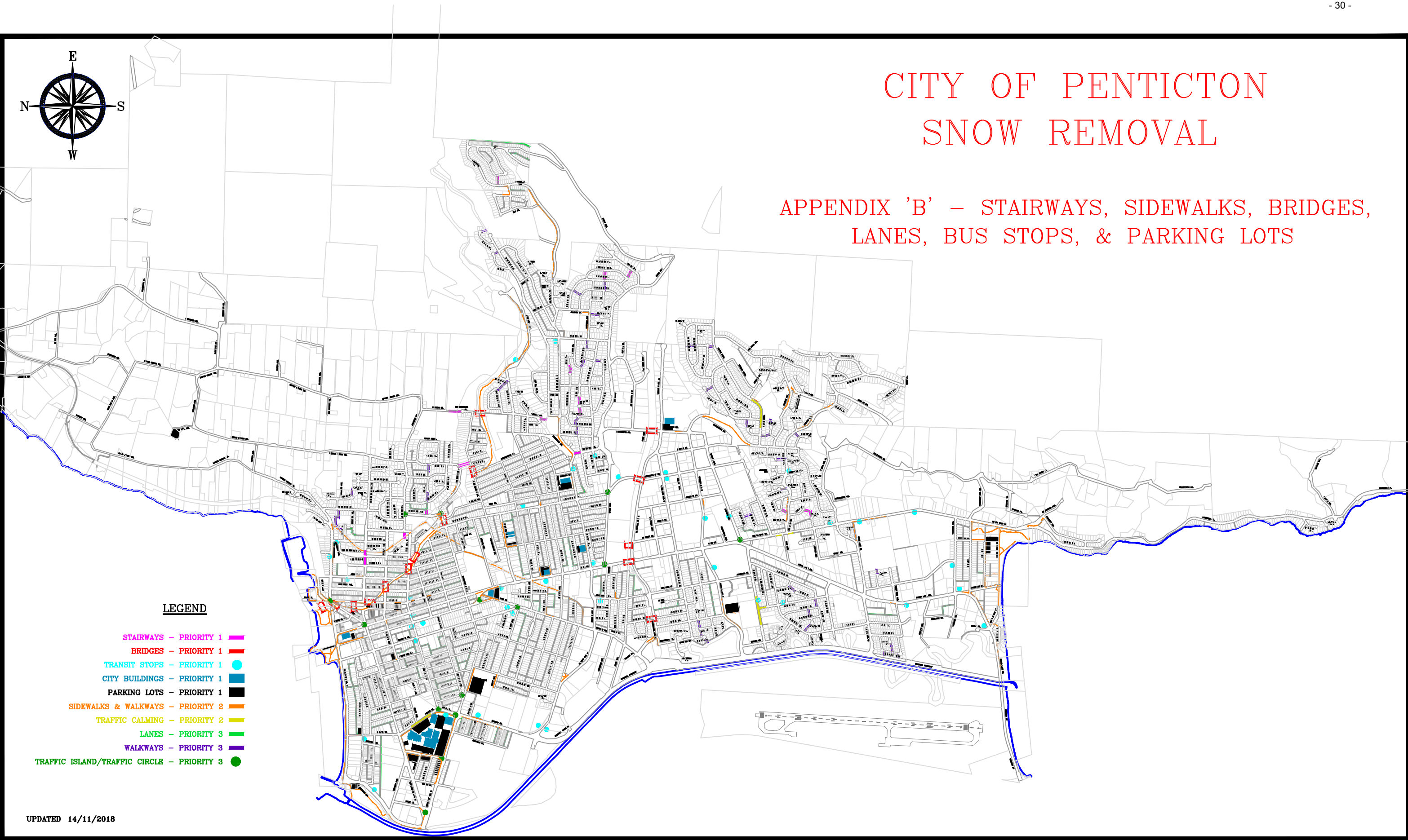
# CITY OF PENTICTON SNOW REMOVAL

## APPENDIX 'B' – STAIRWAYS, SIDEWALKS, BRIDGES, LANES, BUS STOPS, & PARKING LOTS



### LEGEND

- STAIRWAYS - PRIORITY 1
- BRIDGES - PRIORITY 1
- TRANSIT STOPS - PRIORITY 1
- CITY BUILDINGS - PRIORITY 1
- PARKING LOTS - PRIORITY 1
- SIDEWALKS & WALKWAYS - PRIORITY 2
- TRAFFIC CALMING - PRIORITY 2
- LANES - PRIORITY 3
- WALKWAYS - PRIORITY 3
- TRAFFIC ISLAND/TRAFFIC CIRCLE - PRIORITY 3



UPDATED 14/11/2018



# Council Report

penticton.ca

**Date:** December 18, 2018 File No. CFS: 166764  
**To:** Mayor and Council  
**From:** Ken Kunka, Building and Permitting Manager  
Jennifer Wells, Property Use – Licence Inspector  
**Subject:** Consideration of Remedial Action - Pad 93 at 3245 Paris Street

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## Staff Recommendation

1. THAT Council consider this staff report, staff presentation, representations of owner(s) or their agent and, under the authority provided in section 73 of the *Community Charter*, declare that the mobile home located on Pad 93 at 3245 Paris Street within *Whitewater Manufactured Home Park* legally described as Lot 4 District Lots 189 and 372 Similkameen Division Yale District Plan 43502 Parcel Identifier 016-295-552 is in and creates an unsafe condition;
2. AND FURTHER THAT Council require remedial action requirements on the owner(s) of the mobile home located on Pad 93 at 3245 Paris Street legally described as Lot 4 District Lots 189 and 372 Similkameen Division Yale District Plan 43502 Parcel Identifier 016-295-552 with respect to Recommendation No. 1:
  - To demolish the mobile home, remove the accessory shed and remove all related debris;
3. AND FURTHER THAT Council, pursuant to section 76 of the *Community Charter*, set the time limit for completing the remedial action requirements described in Recommendation No. 2 to be no later than 4:30 pm on January 31, 2019;
4. AND FURTHER THAT Council, pursuant to section 78 of the *Community Charter*, set the time limit for giving notice of a request for Council to reconsider the remedial action requirements described in Recommendation No. 2 to be no later than 4:30 pm on January 31, 2019;
5. AND FURTHER THAT Council, under the authority provided in section 17 of the *Community Charter*, authorize staff to take all appropriate action to ensure the property is brought into compliance with all remedial action requirements described in Recommendation No. 2 provided that:
  - The owner(s) of the mobile home have not fully completed all remedial action requirements on or before the time limit specified in this Council resolution; and
  - All costs incurred by the City to bring the property into compliance are to be recovered from the owner(s) of the mobile home as a debt owed to the City.

## Strategic Priority Objective

Provide services that support quality of life, protect health, enhance public safety, and promote the social well-being of our community (Good Governance).

**Background**

The *Community Charter* gives Council authority to impose remedial action requirements upon the owners, lessee or occupiers of property that are in a hazardous condition. Remedial action may include removing or demolishing a structure or otherwise dealing with the condition in accordance with the directions of Council. Hazardous conditions include anything that Council considers is in or creates an unsafe condition or anything that contravenes the *British Columbia Building Code* or a building bylaw.

A resolution imposing a remedial action must specify the time by which the required action is to be completed and must not be earlier than thirty (30) days. If Council imposes a remedial action requirement, notice must be given to the owner who may request Council reconsideration. The City may carry out the work if the person(s) fail to complete the required remedial action.

Please refer to the attached *Chronology of Events* with respect to pad no. 93 at 3245 Paris Street within *Whitewater Manufactured Home Park*.

**Financial Implication**

The City has and will continue to incur costs to inspect, monitor, prepare reports, correspond, and secure the property. Costs associated with staff undertaking the remedial action requirements will be treated as a debt owed to the City.

**Analysis**

Pad 93 is located at 3245 Paris Street and is within *Whitewater Manufactured Home Park*. The land is owned by W.V. Income Properties Ltd Inc. No. BC0388301. The *Whitewater Manufactured Home Park* is managed by StanMar Services. The land is designated Mobile Home Park Housing (RSM) with the *Zoning Bylaw No. 2017-08*.

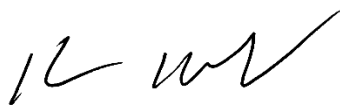
Located on Pad 93 is a mobile home with a partially constructed addition and an accessory detached shed. The owner(s) of the mobile home do not reside on the property; the property remains vacant. The fire that occurred on August 15, 2018 significantly damaged the structures to the extent that repair is not possible. Staff installed a temporary fence around the structures as a safety measure. Staff made several communication attempts with the owner(s) of the mobile home but the property remains in a hazardous condition.

Regrettably, but in the interest of the safety and protection of persons and property, staff believe it is appropriate in this instance for the Council to impose remedial action and provide the owner(s) of the mobile home notice to remedy the situation or the work will be done by the City or by its authorized agents.


**Attachments**

Attachment A - Chronology of Events

Respectfully submitted,



Ken Kunka ASCT, RBO  
Building and Permitting Manager

|   |     |
|---|-----|
| DDS   | CAO |
|  | PW  |

Jennifer Wells  
Property Use – Licence Inspector


## Attachment A – Chronology of Events

### Chronology of Events in 2018

with respect to pad no. 93 at 3245 Paris Street  
within *Whitewater Manufactured Home Park*

1. On August 2, Bylaw Enforcement received information from the community that this property is unsightly and vacant. Further information that construction had taken place and construction materials remain on-site.
2. On August 8, Fire Inspector attended due to complaint of vagrants entering vacant structure; owner or agent required to secure building (Item A).
3. On August 9, Building Department identified owners of the mobile home. Building Department spoke with one of the owners of mobile home who advised that they were aware of the unsightly state of the property but believed that the *Mobile Home Park Manager* should take care of the property.
4. On August 13, Building Department posted the addition to the mobile with *Stop Work* and *No Occupancy Notices* as a result of construction without a building permit in contravention of the *Building Bylaw No 94-45* (Item B).
5. On August 15, the mobile home was involved in a structure fire. No persons were injured in the fire. The mobile home and addition as well as the detached accessory shed were damaged (Item C).
6. On August 16, *Manufactured Home Registry* identified owners of mobile home (Item D). Fire Inspector deemed the property an imminent danger to life and property, issued an *Evacuation Notice*, and immediately fenced the property (Item E).
7. City staff was advised that persons identified as an owner of the mobile home was no longer an owner. On Sept 24, *Manufactured Home Registry* identified one person as the sole owner of mobile home (Item F).
8. On Sept 25, the City advised owner of the mobile home and stakeholders that the mobile home is in and creates an unsafe condition and requested demolition by October 29, 2018 (Item G).
9. On October 9, owner of the mobile home advised Building Department that the safety issue will be dealt with right away; meeting was scheduled for Monday October 15, 2018.
10. On October 14, owner of the mobile home cancelled appointment; Building Department set up phone appointment.
11. On October 15, owner of the mobile home advised that he would attend office on October 26, 2018 to make application to demolish the structures.
12. On October 15, City advised Building Department of outstanding fees to date totaling \$1940.69.
13. On October 21, owner of the mobile home advised Building Department that he was not able to apply and carry out demolition due to personal finances.
14. On October 30, Building Department inspected the property and noted that the mobile home remains on-site and remains unsafe; the Building Department has not received a building permit application.
15. On November 8, complaint received that the community wants the City to resolve the property issues.

Item A



**PENTICTON FIRE DEPARTMENT**  
 FIRES & EMERGENCY PHONE 9-1-1  
 BUSINESS: 250-490-2300 FAX: 250-490-2302  
 Email: fire@penticton.ca

250 Nanaimo Ave. West  
 Penticton, B.C. V2A 1N5

**No 64621**

DATE: 18 / 08 / 08  
YEAR MONTH DAY

BUSINESS NAME: Residence (WhiteWater MHPark) TELEPHONE: \_\_\_\_\_

ADDRESS: #93 - 3245 Paris St. BUS. FAX: \_\_\_\_\_

OWNER/MANAGER: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

AFTER HOURS CONTACT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

---

OCCUPANCY CLASS: C FREQUENCY CODE: \_\_\_\_\_ B/LICENCE: \_\_\_\_\_

ROUTINE: \_\_\_\_\_ REQUESTED: \_\_\_\_\_ REINSPECTION: \_\_\_\_\_ COMPLAINT:  CONSULTATION: \_\_\_\_\_ DEMO#: \_\_\_\_\_

|                              | sat | unsat | n/a |                                  | sat | unsat | n/a |
|------------------------------|-----|-------|-----|----------------------------------|-----|-------|-----|
| 1. Exit Door                 |     |       |     | 13. Fire Extinguishers           |     |       |     |
| 2. Exit Corridors            |     |       |     | 14. Smoke Alarms                 |     |       |     |
| 3. Exit Stairshafts          |     |       |     | 15. Self-Extinguishing Systems   |     |       |     |
| 4. Exit Signs                |     |       |     | 16. Fire Fighting Vehicle Access |     |       |     |
| 5. Hood & Duct System        |     |       |     | 17. Storage Room                 |     |       |     |
| 6. Emergency Lighting        |     |       |     | 18. Electrical Room              |     |       |     |
| 7. Fire Alarm System         |     |       |     | 19. Boiler/Furnace Room          |     |       |     |
| 8. Fire Alarm Test Record    |     |       |     | 20. Laundry Room                 |     |       |     |
| 9. Standpipe and Hose System |     |       |     | 21. Refuse Room                  |     |       |     |
| 10. Sprinkler System         |     |       |     | 22. Outside Refuse Containers    |     |       |     |
| 11. Fire Dept. Connection    |     |       |     | 23. Housekeeping                 |     |       |     |
| 12. Fire Safety Plan         |     |       |     | 24. Other                        |     |       |     |

Deficiencies listed unsatisfactory above:

\* \_\_\_\_\_: Fire suppression crews responded to complaint re vagrants entering vacant structure:

\* \_\_\_\_\_: - found power to be on and exposed to elements

\* \_\_\_\_\_: - no fixtures left and building open. uninhabitable.

\* \_\_\_\_\_: I attended to confirm condition, Advised Stanmar we would be shutting power off and that owner or owners agent is required to secure the vacant building.

INSPECTED BY: Mike Richards L.A.F.C.# 1949

RECEIVED BY: email to Stan Mar

If necessary a RE-INSPECTION will take place by: \_\_\_\_\_ year \_\_\_\_\_

PLEASE NOTE: After the above noted deficiencies have been corrected, please sign and forward the yellow copy of this report to our office by \_\_\_\_\_, which will then be placed on the file of this premise. Failure to correct the above noted deficiencies could render the owner or occupier liable to penalties provided for under City of Penticton Bylaws and/or Regulations pursuant to the Fire Services Act.

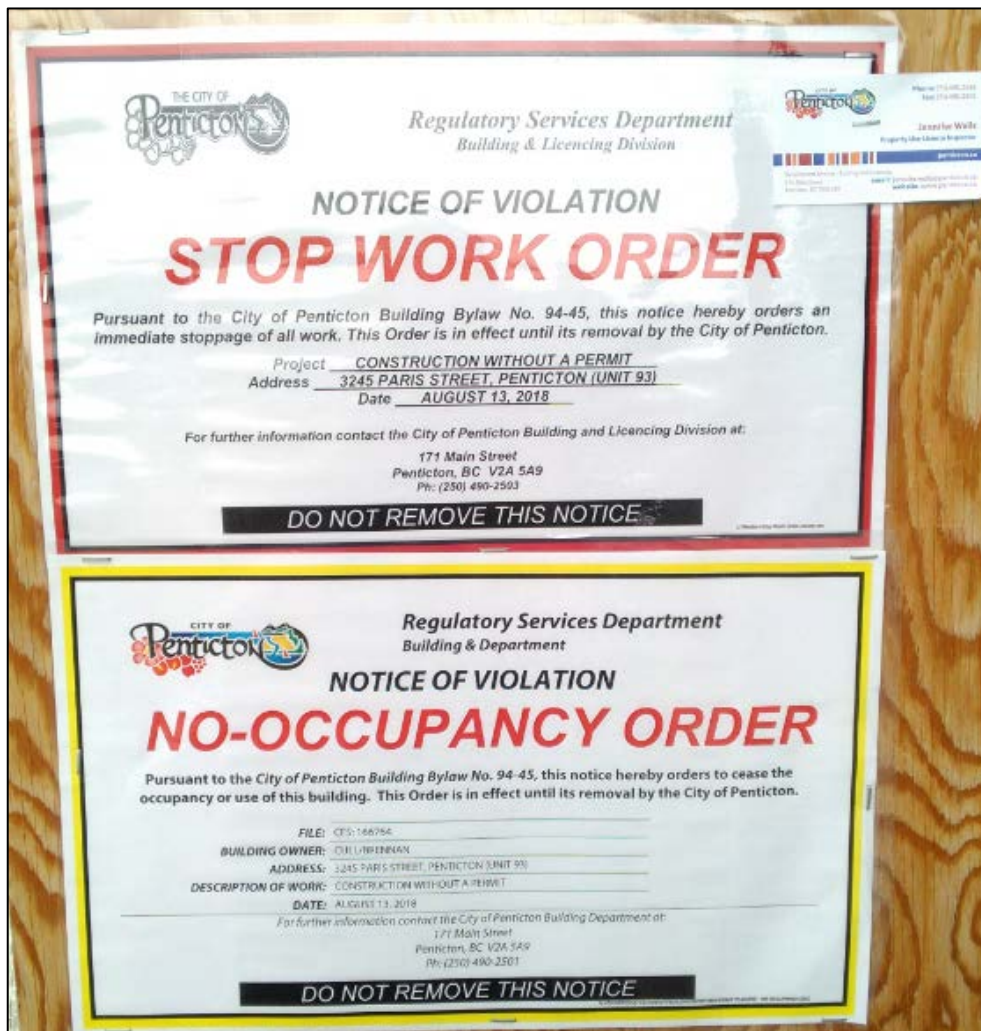
I hereby certify that the above deficiencies have been corrected. \_\_\_\_\_  
SIGNATURE OF OWNER/MANAGER \_\_\_\_\_  
DATE

The signature of the inspector indicated that, except for the deficiencies noted, minimum fire safety standards for the occupancy were in evidence on the date of inspection, however, upgrading of all existing buildings is required periodically in keeping with present-day fire and building regulations. It is not our intention to impose hardship upon this or any other business enterprise, however, FIRE SAFETY must be maintained.

**THANK YOU FOR YOUR INTEREST AND COOPERATION IN FIRE SAFETY.** 2013/2014



Item B



Item C



Item D

MANUFACTURED HOME REGISTRY  
Internal Search Result  
Manufactured Home Act

M.H. Reg: 019122

Current Status: REGISTERED

Att/Ref #:

Searching Party:

Registered Owner(s)

Name:

Addr:

Tenancy Type: JOINT TENANTS

Registered Location

Park Name: WHITEWATER MANUFACTURED HOME PARK Pad: 93  
Street No.: 3245 St. Name: PARIS STREET  
Town/City: PENTICTON Prov: BC

Description of Manufactured Home

Manufacturer: BENDIX  
Make/Model: GENERAL 12-44  
Year: 1969 No. of Sections: 1  
Serial No.: FJEBXMA2TT02846 Length: 40 ft Width: 12 ft  
CSA Number: \*

\*\*\*\*\* End of Search \*\*\*\*\*

Item E



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

16 August 2018

Email:

Re: Evacuation Notice #93 – 3245 Paris St, Penticton, B.C.

To Registered Owners,

Please be advised that as per Article 6.01 of the City of Penticton Fire and Life Safety Bylaw 2004-57, the Fire Chief, deems the condition of the property following a second incendiary fire as an imminent danger to life and property and as such orders the installation of industrial temporary fencing to remove the hazard or risk. This has been ordered today, Aug 16, 2018, and will be installed as soon as possible.

As per Article 15.01 the direct expense shall be reimbursed by the registered Owners. This order is hereby served as per Article 16.03 in writing by email.

In the interest of fire and life safety we appreciate your attention to this matter. If you have any questions or concerns please feel free to contact me.

<http://www.penticton.ca/assets/City~Hall/Bylaws/Community~Standards/Fire%20and%20Life%20Safety%20Bylaw%202004-57.pdf>

Yours truly,

Mike Richards  
Captain/Fire Prevention Officer  
L.A.F.C. #1949

City of Penticton

**Item F**



**BC Registry  
Services**

Mailing Address:  
PO Box 9431 Stn Prov Govt  
Victoria BC V8W 9V3  
[www.bcregistryservices.gov.bc.ca](http://www.bcregistryservices.gov.bc.ca)

Location:  
2nd Floor - 940 Blanshard St.  
Victoria BC  
Phone: 1 877 526-1526  
Fax: 250 387-3055

**SEARCH RESULT**  
*Manufactured Home Act*

as of September 24, 2018 at 15:07:27

**M.H. Reg:** 019122

**Current Status:** REGISTERED

**Attn/Ref #:**

**Searching Party:** CITY OF PENTICTON

\_\_\_\_\_**Registered Owner(s)**\_\_\_\_\_

**Name:**  
**Address:**

**Tenancy type:** SOLE OWNER

\_\_\_\_\_**Registered Location**\_\_\_\_\_

**Park Name:** WHITEWATER MANUFACTURED HOME PARK      **Pad:** 93

**Street No:** 3245      **Street Name:** PARIS STREET  
**Town/City:** PENTICTON      **Prov:** BC

\_\_\_\_\_**Description of Manufactured Home**\_\_\_\_\_

**Manufacturer:** BENDIX

**Make/Model:** GENERAL 12-44

**Year:** 1969

**No. of Sections:** 1

**Serial No:** FJEBXMA2TT02846

**Length:** 40

**Width:** 12

**CSA Number:**

**CSA Standard:**

**Date of Eng. Report:**

**Eng. Name:**

Item G



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

REGISTERED MAIL  
September 25, 2018

Dear

**Re: Structural Fire at Pad 93 3245 Paris Street, Penticton BC**

As a result of complaints received in this office, our *Captain/Fire Prevention Officer* (LAFC #1949) and *Property Use & Licence Officer* inspected pad 93 within *Whitewater Manufactured Home Park* located at 3245 Paris Street, Penticton BC and observed that the Manufactured Home sustained significant structural damage from a fire on August 15, 2018. You were both registered owners of the Manufactured Home at the time of the structural fire. You were issued a Notice on August 16, 2018 from Captain/Fire Prevention Officer that advised that the property was in an imminent danger (see attached *Evacuation Notice*).

Photograph taken on August 15, 2018



Photograph taken on September 24, 2018



The Manufactured Home is identified as follows:

|   |                 |
|---|-----------------|
| <i>Manufacturer</i>                       | Brendix         |
| <i>Make/Model</i>                         | General 12-44   |
| <i>Year</i>                               | 1969            |
| <i>Serial No.</i>                         | FJEBXMA2TT02846 |
| <i>Manufactured Home Registration No.</i> | 019122          |



Under Division 12 of Part 3, section 73 of the *Community Charter*, Council has the authority to impose remedial action if Council considers that a structure is in or creates an unsafe condition and to direct that the structure be remedied. A copy of Division 12, of Part 3, of the *Community Charter* is enclosed.

Staff believes that the Manufactured Home is in and creates an unsafe condition. I therefore serve this notice and request that you complete the following by midnight on **October 29, 2018**:

- Obtain and successfully complete a Building Permit to demolish the Manufactured Home.

In the event that you fail to comply with this notice by midnight on October 29, 2018, I must file a report with Council for their attention and further action.

I trust that you will cooperate with the City of Penticton in this regard and see that this matter is resolved to the satisfaction of all concerned.

Respectfully,



Jennifer Wells  
Property Use – Licence Inspector  
Development Services  
City of Penticton

cc: Property Owner of Whitewater Manufactured Home Park (W V Income Properties Ltd Inc. No. BC0388301)  
Manager of Whitewater Manufactured Home Park (StanMar Services)  
Financial Charge Holder (Hyundai Motor Finance/Hyundai Capital Lease Inc.)  
Last known contact for Registered Owners of Manufactured Home -

encl: Division 12 of Part 3 of the Community Charter  
Evacuation Notice dated August 16, 2018  
Building Permit Application

# Council Report

penticton.ca

**Date:** December 18, 2018  
**To:** Peter Weeber, Chief Administrative Officer  
**From:** Blake Laven, Planning Manager  
**Subject:** **Civic Address and Street Naming Bylaw No. 2018-51**

File No: RMS 5450-01

## Staff Recommendation

### *1. Street Naming Bylaw*

THAT Council give first, second and third reading to "Civic Address and Street Naming Bylaw No. 2018-51", a bylaw that creates an orderly way to assign addresses to properties and buildings and to assign street names to new streets that reflect and enhance Penticton's cultural and natural history.

### *2. Robins Family Request*

THAT Council approve the addition of the family name 'Robins' to the street name reserve list, acknowledging the historical contributions to the community of the Robins family, particularly Lois Robins a published poet and acknowledged community advocate and volunteer.

### *3. Richards Family Request*

THAT Council approve the addition of the family name 'Richards' to the street name reserve list, acknowledging the historical contributions to the community of the Richards family, a five generation Penticton family representing private business, municipal service (firefighting) and strong connection to the 1950s Penticton Vees.

## Strategic priority objective

Having an orderly procedure for assigning civic addresses and requirements for the posting of addresses on buildings leads to a safer community and is in line with the Council priority of Good Governance. Assigning names to streets that enhance Penticton cultural and natural history meets Council's strategic priority of Community Building.

## Background

The *Community Charter* provides that a local government may assign names and numbers to highways (street naming) and assign numbers to buildings and structures (civic addresses) and may require owners to display these numbers in a conspicuous location on or near the property.

While most municipalities have a bylaw outlining these items, Penticton does not have such a bylaw. To date addressing and street naming has been processed through various administrative policies and general department procedures. No regulations currently exist requiring address signage and visibility. So if someone were to not wish to place an address sign on their property, there is no way to require them to. Further, there are currently no rules for the size of addressing numbers are required to be or where on a property or building those numbers should be located. This is troubling for emergency services and other agencies that rely on clear visible addressing.

The proposed bylaw and accompanying Administrative Guidelines are intended to formalize and improve the current process ensuring that addressing is assigned in an orderly manner and that address signage is displayed in a way to provide efficient wayfinding and assist in emergency response.

This bylaw also outlines how street names are assigned to new streets created through the subdivision of land. Consideration of street names are intended to be given to names that portray a strong positive image and have historical, natural, cultural or social significance or after persons who have made significant contributions to the community, province or country.

The bylaw includes reference to the "Street Name Reserve List" that was recently updated by the Heritage and Museum Committee. The bylaw requires that when land is developed and new streets are created, that names for the new streets should generally come from this list. The bylaw allows for new names to be added to the list through Council resolution. Prior to consideration of addition to the list, a recommendation from Arts & Cultural Innovations & Heritage & Museum Committee (or similarly empowered Council Advisory Committee) is encouraged. In the case where a developer is selecting a name from the list, referral to the Committee will not be required.

Two family names have been added to the list for Council's consideration. Both name requests were from family members wishing to honour their families' and individual family members' contributions to Penticton's history. In the case of the Robins family, the Heritage and Museum Committee had originally recommended against approval of the name on the list but additional information has been presented by the family. The letters of request and additional information are attached for Council's reference.

In the case where the City or private citizens wish to change the name of an existing street, the current Council Policy "Street Name Change" will still apply. Reference to the current policy is included in the bylaw. A copy of the Policy is attached herein for the Council's reference.

The bylaw and administrative guidelines have been vetted through staff workshops, Committee review and have gone through legal review.

### **Financial implication**

This bylaw was developed in house with staff time being the main financial cost to the City. Legal review was conducted at a cost not exceeding \$2,000.

**Analysis**

How properties are addressed is important in the orderly organization of the built form of the city. The assignment of street names help to create a positive image for a community. The bylaw being introduced herein, "Civic Address and Street Naming Bylaw No. 2018-51" outlines how these processes are to be done in the City of Penticton.

While the bylaw and guidelines do not significantly change the way addressing and street naming is done, formalizing the process for street naming provides greater transparency to the way streets are named, giving the development community early direction on what street names will be approved. Having the requirement for displaying addresses in a conspicuous location included in a bylaw will help with enforcement - ensuring addressing is clearly visible will create a safer community.

Given the above, staff are recommending that Council give first, second and third reading to "Civic Address and Street Naming Bylaw No. 2018-51".

With regard to the addition of the family names to the name reserve list, staff are recommending the addition of the family names 'Robins' and 'Richards' to the street name reserve list. Although originally the Heritage and Museum Committee had not supported the addition of the name, staff have reviewed the additional information provided by the Robins family and accomplishments of Lois Robins and consider that the accomplishments represent significant historic and social significance to the community. The Richards family name has not been considered by the committee. In staff's review though, looking at the four generations of Richards and their contributions to the Penticton Vees and municipal Fire Fighting Department that the addition of the family name is consistent with the bylaw intent.

**Alternatives**

1. THAT Council support the bylaw changes but refer the family name requests to the Arts & Cultural Innovations & Heritage & Museum Committee for their recommendation prior to deciding on the addition of the names to the list.
2. THAT Council refer the bylaw back to staff with changes Council feels are appropriate.

**Attachments**

Attachment A – Civic Address and Street Naming Bylaw No. 2018-51

Attachment B – Administrative Policy – Administrative Guidelines for Assigning Civic Addresses

Attachment C – Street Name Reserve List

Attachment D – Council Policy – Street Name Change

Attachment E – Information package on Robins Family request

Attachment F – Information package on Richards Family request

Respectfully submitted  
Blake Laven, MCIP, RPP  
Planning Manger

|  |   |
|--|---|
| Director<br>Development<br>Services<br><br><i>AL</i> | Chief Administrative<br>Officer<br><br>PW |
|--|---|

**Attachment A**  
**Civic Address and Street Naming Bylaw No. 2018-51**

The Corporation of the City of Penticton

**Bylaw No. 2018-51**

*A Bylaw outlining the orderly civic addressing of properties and buildings and appropriate naming of streets, respecting the cultural, social and natural history of Penticton.*

---

WHEREAS section 39 of the *Community Charter* provides that a Council may assign names and numbers to a highway, assign numbers to buildings or structures and require owners or occupiers of real property to place assigned numbers in a conspicuous place on or near the property;

AND WHEREAS the Municipal Council is desirous of enacting such a bylaw that will create an orderly way to assign addresses to properties and buildings and to assign street names to new streets that reflect and enhance Penticton's cultural and natural history;

NOW THEREFORE the Municipal Council of The Corporation of the City of Penticton (the "City") in open meeting assembled hereby ENACTS as follows:

**1. Title**

This Bylaw may be cited for all purposes as "Civic Address and Street Naming Bylaw No. 2018-51".

**2. Definitions**

In this Bylaw the following definitions have the following meanings:

"**Administrative Guidelines**" means Administrative Guidelines for Assigning Civic Addresses, as amended from time to time.

"**Building Unit**" includes a residential dwelling unit, industrial or commercial premises operated as a separate business within a single building or series of buildings, to which a separate address may be assigned under the Administrative Guidelines.

"**Property Line**" means the boundary between a parcel of land on which an address is located and the highway.

**3. Scope**

This Bylaw applies within the City of Penticton.

**4. Severability**

A declaration by a court of competent jurisdiction that a section or provision of this Bylaw, including anything shown on Schedules to the Bylaw is invalid, shall not affect the validity of the Bylaw or any part of the Bylaw other than the section or provision, or part of the Schedule declared to be invalid.

**5. Enforcement**

The Director of Development Services, Planning Manager, Building and Permitting Manager, Fire Inspector, Building Inspector, License Inspector and Bylaw Enforcement Officer are authorized to enforce the provisions of this Bylaw.

**6. General provisions**

- 6.1 Civic addresses shall be assigned by the City Planning Department in accordance with this Bylaw and the associated Administrative Guidelines.
- 6.2 An address not assigned by the City under this Bylaw or otherwise is deemed to not be a valid civic address.
- 6.3 No building permit, business licence or municipal utility account shall be issued to a property, residential dwelling unit or other Building Unit without a valid civic address.
- 6.4 No person shall post any address that is in conflict with the most recent civic address that has been issued by the City.

**7. Re-addressing existing properties or units**

- 7.1 A property or a building or Building Unit will be assigned an address through property redevelopment at the time of subdivision or building permit issuance, as outlined in the Administrative Guidelines.
- 7.2 For all other address change requests, consideration will be given to the change of a street address or unit number change upon receipt of a formal written request with sufficient justification and where the new street number and unit number(s) fit within the existing addressing framework of the street or building.
- 7.3 Consideration will be given to changing addresses in the following instances:
  - (a) where a residential dwelling or other building is on a corner lot and faces a different street than what it is currently addressed;
  - (b) where an owner objects to the existing street number as being culturally objectionable;
  - (c) for marketing purposes; or
  - (d) in the case of a subdivision or redevelopment where there is a need to accommodate additional addresses.
- 7.4 The applicant for an address change under section 7.2 must pay the prescribed fee in the City's Fees and Charges Bylaw.
- 7.5 The City assumes no responsibility for:
  - (a) the costs associated with any change to an address;

- (b) the notification of any person or organization that a change of address has occurred; nor
- (c) losses, damages or claims arising for any reason from a change of address.

7.6 In the case where the subdivision or development of land triggers the change of an address for property(ies) not involved in the subdivision or development, all costs arising from the change of address shall be at the expense of the subdivider, paid to the City's Planning Department as determined by the Fees and Charges Bylaw, with reimbursement forwarded by the Planning Department to the affected property owner.

**8. Address number visibility for buildings and individual units in buildings**

8.1 Every owner shall place and maintain assigned address numbering, on a contrasting background and of a character size in conformance with Table 1 on the building and in a place that is easily visible from the Property Line.

*Table 1: Minimum size of street address characters*

| Distance from the Property Line | Minimum character size (non-illuminated) | Minimum character size (illuminated) |
|---------------------------------|--|--------------------------------------|
| 0-6 m                           | 10 cm (4 in)                             | 7.5cm (3 in)                         |
| 6-20 m                          | 15 cm (6 in)                             | 10 cm (4 in)                         |
| Greater than 20 m               | 20 cm (8 in)                             | 15 cm (6 in)                         |

8.2 For buildings which are greater than 20 metres from the Property Line or where numbers are not visible from all directions on the street or in the case of a panhandle lot, the following also applies:

- (a) in addition to the civic address on the building, a duplicate set of numbers must be permanently displayed beside the driveway at the Property Line to which the civic number applies; and
- (b) the numbers must meet the requirements as outlined in Table 1.

8.3 Where landscaping or other structures obscure the visibility of a building from the street, the owner must erect on the property, a sign not exceeding 0.4m<sup>2</sup> in size, clearly visible from the Property Line displaying the street numbers in accordance with the minimum character sizes outlined in Table 1.

8.4 Where an individual unit of a commercial or residential building has exterior access, every owner shall place and maintain the assigned unit number, on a contrasting background and of a size in conformance with Table 1, on the unit entry door or in close proximity to the unit entry.

8.5 Where an individual Building Unit entry having an exterior entry is not visible from the street, the owner must erect directional signage indicating the direction that unit is located on the building or property in a location clearly visible from the Property Line.

- 8.6 For buildings with internal units, the owner must place unit numbers:
- (a) on each unit door way or in close proximity to the door; and
  - (b) the unit numbers must be of a minimum character size of 10 cm (4 in).
- 8.7 For properties with back lanes, the assigned civic address must be affixed to a building, sign or fence so that the property's civic address is also identifiable from the Property Line adjacent to the back lane.
- 8.8 For vacant properties (properties with no buildings), civic addressing does not have to be posted.
- 8.9 All building and unit numbers and signage shall be made of a durable material and affixed to the building, signage or other surface so as to not be easily removed.
- 8.10 In the case where more than one property or building is accessed via a common driveway:
- (a) individual civic numbers and/or unit numbers must be clearly posted on each building as described in Table 1;
  - (b) each civic address must be displayed at the street as described in section 8.2; and
  - (c) if a driveway branches to provide access to more than one property, numbers meeting the requirements of section 8.2 shall be displayed at each point of intersection to indicate which driveway leads to which address.
- 8.11 In the case where physical access to a property is only from an un-named lane, easement or private road, an address marker will be placed at the Property Line and directional signage will be installed at the lane entrance to where the property may be accessed.
- 9. Assigning Street Names**
- 9.1 City Council is the approving authority for the assignment of new street names. Proposals for new names will be brought forward to City Council from Planning Department staff.
- 9.2 Names that are phonetically similar to other street names in Penticton or nearby communities and or names of persons who are alive are generally to be avoided.
- 9.3 Names for new streets will generally be selected from the "Street Name Reserve List" maintained by the City's Planning Department and amended from time to time.
- 9.4 New names will be added to the list through Council approval, with recommendation for inclusion or non-inclusion from the Arts, Creative, Cultural Innovations, Heritage and Museum Council Advisory Committee (or similarly empowered Council advisory committee).

9.5 Consideration of street names will be given to names that portray a strong positive image and have historical, natural, cultural or social significance or after persons who have made significant contributions to the community, province or country.

9.6 Names selected from the list will be highlighted and/or removed once used.

9.7 In the application of street names, the following principles will apply:

- (a) an attempt will be made to provide a common theme for a roadway network or neighbourhood; and
- (b) ~~street~~ names will follow the theme to allow for the particular street to have a specific connection to the area of the City that the street is located.
- (c) ~~lanes~~ will not be given street names except in the case where a properties are located on a highway that does not provide physical access to the property and where physical access is only from the lane.
- (d) ~~street~~ names used in neighbouring jurisdictions will generally be avoided.

9.8 Re-naming of existing streets will follow Council's "Street Name Change Policy".

9.9 Street name suffixes will be used as follows:

|                   |   |
|-------------------|---|
| Avenue (Ave):     | A through local road, collector or arterial carrying east-west traffic.   |
| Boulevard (Blvd): | A through local road, collector or arterial running in any direction.     |
| Crescent (Cr):    | A local roadway curvilinear in nature shaped as a crescent.               |
| Court (Ct):       | A non-through local roadway (typically a cul-de-sac).                     |
| Drive (Dr):       | A lengthy collector or arterial running in any direction.                 |
| Lane (Ln):        | A through local roadway under 8.0m in width (usually not named).          |
| Place (Pl):       | A non-through local roadway (typically a cul-de-sac).                     |
| Road (Rd):        | A roadway servicing rural areas.  |
| Street (St):      | A through local road, collector or arterial carrying north south traffic. |
| Way:              | A through local road, collector or arterial running in any direction.     |
| North (N)         | A road running in a northern direction                                    |
| South (S)         | A road running in a southern direction                                    |
| East (E)          | A road running in an eastern direction                                    |
| West (W)          | A road running in a western direction                                     |

**10. Penalties**

10.1 Except as otherwise provided in this Bylaw, any person who violates any of the provision of this Bylaw or who suffers or permits any act or thing to be done in contravention of this Bylaw, or who refuses, or omits or neglects to fulfill, observe, carry out or perform any duty or obligation imposed by this Bylaw commits an offence and is liable on summary conviction to a fine of not more than \$2000.

10.2 In addition to any other penalty, the Licence Inspector or the Bylaw Officer may issue a Bylaw Notice or Municipal Ticket Information to a person for a violation of this Bylaw.


10.3 Each day during which an offence is continued shall be deemed to constitute a new and separate offence.

|                         |        |        |
|-------------------------|--------|--------|
| READ A FIRST time this  | day of | , 2018 |
| READ A SECOND time this | day of | , 2018 |
| READ A THIRD time this  | day of | , 2018 |
| ADOPTED this            | day of | , 2018 |


\_\_\_\_\_  
John Vassilaki, Mayor

\_\_\_\_\_  
Angie Collison, Corporate Officer

**Attachment B**  
**Administrative Policy – Administrative Guidelines for Assigning Civic Addresses**



# Administrative Policy

penticton.ca

Approved Date: December, 2018

**Subject:** Administrative Guidelines for Assigning Civic Addresses

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**Purpose**

This document provides guidelines for the orderly assigning of civic addresses and addresses for units within buildings, to be used in the evaluation of subdivision and development applications and evaluation of address change requests. The policy works in conjunction with "Civic Addressing and Street Naming Bylaw 2018-51".

**Assigning Civic Addresses to Newly Created Parcels**

1. Addressing will generally follow the "City of Penticton Master Addressing Grid" as amended from time to time.
2. For streets and avenues, the following shall apply:
  - Streets run north and south with even numbers on the east side and odd numbers on the west side.
  - Avenues run east and west with even numbers on the south side and odd numbers on the north side.
  - When assigning civic addresses, numbers should be spaced evenly in accordance with the block number assigned to the block by the "Master Addressing Grid" In no case should the numbers be closer than two numerical numbers apart, with a preferred spacing of four or more.
3. For cul-de-sacs (place or court), and crescents, the following shall apply:
  - Cul-de-sacs and crescents are considered to be a road by itself, therefore, the numbering shall be between 101 – 199.
    - Cul-de-sacs will not have any odd numbers and:
      - Will be numbered with all even numbers, starting with the number 102 as the first address on the right hand side when entering the cul-de-sac.
      - The numbers will be numbered sequentially, with the final lot on the right hand side as one leaves the cul-de-sac, numbered 198. All numbers in between will be spaced evenly.
    - Crescents:
      - The numbering shall always begin at the entrance where the numbering on the connecting road is the lowest. The entrance where the number starts shall be called the 'principle entrance'.

- When entering the principle entrance the even numbers shall be on the right hand side, and shall stay on the right hand side all the way to the connecting street. Odd numbers shall be on the left hand side.

**Assigning addresses to buildings and units within buildings**

4. For parcels with one building, the building address shall be the same as the civic address. Units within the building shall be addressed with unit numbers of the main civic address.
5. For legal secondary suites and carriage houses, addresses shall be assigned as follows:
  - In the case where a single detached house has a secondary suite or a carriage house, the single detached house shall keep the main civic address, the secondary suite or carriage house is assigned Unit #2 of the main civic address.
  - In the case where there is a carriage house and a secondary suite on the same property, the additional unit shall be assigned Unit #3 of the main property address.
6. For duplex units, addresses shall be assigned as follows:
  - For duplex units, the building will be given the main civic address.
  - Unit numbers will be assigned as per duplex type:
    - Side by side duplex: Unit 101 and Unit 102 from lowest to highest following the direction on the street
    - Back to back duplex: Unit 101 will face the main street with Unit 102 facing the rear of the property
    - Stacked duplex: Unit 101 will be the ground floor unit with Unit 201 being the second floor unit
  - For duplex dwellings with suites, the main units will be addressed as outlined above, with the suite addressed as Unit 91 (suite contained in Unit 101) and Unit 92 (suite contained in Unit 102).
7. Multiple-unit buildings (apartments and commercial offices) addresses shall be assigned as follows:
  - Where more than one apartment buildings exist on a single lot, an independent civic address will be given to each building.
  - Units will be addressed starting with 101, 102, 103 etc on the ground floor with 201, 202, 203, etc being the second floor and so on. Any floors located below grade shall be addressed starting with 99 and working backwards (99, 98, 97 etc.).
  - For commercial developments, additional space shall be left between the unit numbers to allow for further tenant infill and subdivision of commercial units.

8. For ground-oriented, multiple unit buildings (townhouses, cluster housing, mobile home parks, bareland strata developments and strip commercial developments), individual units will be given the main civic address plus a unit number. Unit numbers shall be assigned as follows:
  - For townhouses, cluster housing, mobile home parks and bareland stratas:
    - Units will be addressed starting with 101 through to 199. The entrance where the numbers starts will be called the 'principle entrance'
    - If the number of units exceeds 99, unit numbering may be between 1-999.
  - For strip commercial developments:
    - Single storey developments: Units will be addressed starting with 101, 102, 103 etc. The unit numbering will continue from building to building (for example Building I may have units 101-104 and Building II will have units 105-108)
    - Two storey developments: Each building may have its own civic address containing unit numbers within. The units will be addressed starting with 101, 102, 103 etc on the ground floor with 201, 202, 203, etc being the second floor and so on for each building/civic address.
9. For corner lots or double fronting lots, where units face more than one street frontage, multiple civic addresses may be assigned rather than unit numbers.
10. For campgrounds, RV parks, motels and hotels, addressing shall be assigned as follows:
  - Campgrounds, RV parks, motels and hotels will be given one civic address.
  - Individual campsites, RV pads, motel or hotel rooms will not be assigned civic addresses by the City of Penticton.
  - For associated uses, such as food and beverage establishments, rental businesses operating on the property or other commercial businesses, an address or unit number may be issued.

**Previous revisions:**

N/A

**Approval**

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Peter Weeber, Chief Administrative Officer

## Attachment C Street Name Reserve List



# Street Name Reserve List



**Approved Date:** December, 2018

This list is intended to accompany Civic Address and Street Naming Bylaw 2018-51. Names added to this list are added based on historic, natural, cultural or social significance of the name to Penticton and / or after persons who have made significant contributions to the community, province or country. This list is maintained by the City of Penticton, Planning Department.

New names are added through Council resolution.

As per Civic Address and Street Naming Bylaw 2018-51, all new names for streets created through land development will generally be selected from this list.

**List:**

1. The following represents family names of persons who have historical, cultural or social importance to the history of Penticton and/ or contributed significantly to the community, province or country;

| Family names     |                          |   |
|------------------|--------------------------|---|
| Agnew            | (Harry)                  | 1906 – Pioneer family, Penticton constable  |
| <u>Aldredge</u>  | (Ed)                     | Longtime resident born in 1900. Railway worker, author/journalist   |
| <u>Almack</u>    | (J.H.)                   | Alderman  |
| Anderson         | (J.)                     | Alderman  |
| Aston            | (G.H.)                   | Constable – first person killed on the job here in Penticton. Killed March 1912 on board SS Sicamous by prisoner Boyd James he was escorting to Kamloops                |
| Barnard          |                          | RCAF, Penticton School Board early 1900's, longtime resident  |
| Barrett          | (J.R.)                   | Alderman  |
| <u>Biollo</u>    |                          | Early residents whose descendants still reside in Penticton   |
| Bishop           | (J.A.)                   | Alderman  |
| Boggs            | (Louis, Laura and Olive) | 1912 – Principal of Penticton High School for many years. Miss Laura Boggs matron of Penticton Hospital for many years – New – Educator(s) and head of hospital (Laura) |
| Bolton           | (G.W.)                   | Alderman  |
| Brown            | (R.P.)                   | Circa 1905 – Pioneer civil engineer   |
| Browne           | (J.N.)                   | Alderman  |
| <u>Burgart</u>   | (L.L.)                   | Alderman  |
| Burpee           | (Dougald)                | 1909 – Pioneer orchardist, interested in first curling club. One of the first investors and developers in <u>Osoyoos</u>  |
| Butterfield      | (G.E.)                   | Alderman  |
| Carless          | (Charles)                | 1909 Pioneer carpenter later in garage business with A. Beatty  |
| <u>Carncross</u> | (L.D.)                   | Alderman  |

|               |                  |  |
|---------------|------------------|--|
| Carson        | (J.H.)           | Alderman   |
| Carter        | (W.B.)           | Alderman   |
| Cattee        | (Louis)          | Arrived in 1906. Orcharded many years on Lower Bench Rd (now Corbishley Ave). Carpenter foreman on original CPR Station and later at Incola Hotel  |
| Chartrand     | (L.A.)           | Alderman   |
| Christian     | (F.C.)           | Alderman   |
| Coe           | (J.)             | Alderman   |
| Colquhoun     |                  | Early Judge  |
| Cossentine    | (Henry & Gwen)   | Longtime orchardists Poplar Grove and Naramata Rd.   |
| Cousins       | (Bruce)          | Circa 1905 – Irrigation foreman, later served on Council   |
| Cranna        |                  | Early jeweler, founder of Penticton Lawn Bowling grounds   |
| Curtain       | (E.C.)           | Alderman   |
| Edwards       |                  | 1907-1917 Chief of Indian Reserve  |
| Fallis        | (George O.)      | Col. Rev. 1912 – One of first ministers of Methodis Church. Later a career as a padre in First World War. A noted hunter and athlete   |
| Fisher        | (H.K.)           | Alderman   |
| Foley-Bennett | (E.)             | Reeve  |
| Fowler        | (Bertha)         | 1912 – Pioneer, owned small farm, ardent church worker in community  |
| Francois      |                  | First Christian Chief – before Chief Edwards   |
| Fugeta        | (Hiro)           | Late 1800's immigrated to Penticton from Japan. Married Haru – mail order bride from Japan. Hiro built a family home at 186/298 Yorkton. Operated tent camp, gas station, store and vegetable farm selling produce to Penticton stores. Four homes built on property. Original house moved to 117 Lee Ave in 1980 and last house at 298 Yorkton sold and moved to 385 Greenwood Drive. Had four children. Son Jim Fugeta born 1919 in Penticton and resides at 136102 Forestbrook Place. |
| Gabriel       |                  | Longtime First Peoples residents   |
| Garrioch      | (H.G.)           | Alderman   |
| Gesses        | (H.M.)           | Alderman   |
| Gibbs         | (J.P.)           | Alderman   |
| Gibson        | (John)           | After Dr. John Gibson  |
| Gillis        | (John)           | Large investor, original owner of Braeside Orchards on Skaha Lake  |
| Glass         | (J.H.)           | Well known pioneer and orchardist  |
| Grigor        |                  | Suggestion from Phil & Betty Clark   |
| Haddleton     | (W.D.)           | Alderman   |
| Hancock       | (Edith)          | 1907 – Nurse from England. Started first private hospital in Penticton – now private residence on Fairview Rd.   |
| Halcrow       |                  | Long time Staff Sergeant of BCPP and RCMP during the transition period of 1950   |
| Hatch         | (S.)             | Alderman   |
| Hawkins       | (S.R.)           | Alderman   |
| Henderson     | (Bill & Cameron) | 1903 – Well known brothers in the early life of Penticton  |
| Hesselwood    | (R.T.)           | 1909 – Nursery salesman well known to pioneer orchardists  |
| Hinckesman    | (C. Henry)       | 1907 – Nursery salesman – well known to pioneer orchardists  |
| Hunt          | (W.)             | Alderman   |
| Huntley       | (A.H.)           | Alderman   |

|            |                |   |
|------------|----------------|---|
| Hyke       | (Henry)        | 1905 – Large land owner of meadow where golf course and arena are located. An ardent race horse enthusiast.   |
| Kendrick   | (A.C.)         | Alderman  |
| Kenyon     | (H.S.)         | Alderman  |
| Keyes      | (R.G.)         | Alderman  |
| Klimuk     | (P.J.)         | Alderman  |
| Lang       | (G.E.)         | Alderman  |
| Layton     | (Fred)         | 1906 – District Manager for BC Telephone Company  |
| Lougheed   |                | Suggestion from Ian Stout, Public Works Manager   |
| Mason      | (Anna)         | Born in 1915. She worked for many years as the only public health nurse in Penticton. Instrumental in construction of Penticton & District Retirement Centre and Meals on Wheels.   |
| Messmer    | (I.C.)         | Alderman  |
| Midgley    | (F.W.)         | Alderman  |
| Morley     | (H.B.)         | Reeve   |
| Murk       | (H.)           | Alderman  |
| Northcote  |                | 1909 – Daughter of William Sutherland. Worked at Perry’s Mill 1913-1914. At age 84 resided on Penticton Avenue  |
| Oakes      | (F.)           | Alderman  |
| Oliver     | (C.E.)         | Mayor   |
| Parker     |                | Longtime business and churchman   |
| Parkins    |                | First municipal clerk/assessor  |
| Parrott    | (John Perkins) | J.P. came to Penticton in 1909. Soon became employed as the Public Works Manager staying until mid 1930’s. Built and maintained all of the early streets and designed the flood control works on Penticton Creek.                                     |
| Pauls      | (P.E.)         | Alderman  |
| Phipps     | (C.)           | Alderman  |
| Rathburn   | (W.A.)         | Mayor   |
| Rathvon    | (L.A.)         | Alderman  |
| Richards   |                | Four generation family in Penticton, representing private business, municipal service (firefighting) strong connection the 1950s Penticton Vees and community involvement.  |
| Richardson | (F.)           | Alderman  |
| Riordan    | (D.S.)         | Hotel owner, politician and bootlegger!!!   |
| Roadhouse  | (Thomas)       | Born in 1862 in Ontario. Moved to Penticton in 1902 due to asthmatic condition. Drove stage coaches from Penticton to Princeton, a four day round trip. Twice a month gold bricks valued at \$60,000 were shipped out from the Nickelplate Gold Mine. |
| Robb       |                | Connection with early railway and lumber operations   |
| Robins     |                | Lois Robins was a published poet, freelance contributor to the Penticton Herald and acknowledged community advocate and volunteer.  |
| Schubert   | (J.A.)         | 1862 – Member of Overland Expedition, early merchant, superintendent of roads and bridges for Similkameen.  |
| Shorts     | (Thomas)       | Captain – 1886 – Owner of the first steamer “May Victoria Greenhow” on Okanagan Lake. A portion of Front Street was at one time known as “Shorts Street”.   |
| Southworth | (J.D.)         | Alderman  |

|            |             |  |
|------------|-------------|--|
| Stinson    | (F.T.)      | Alderman   |
| Swann      | (H.L.)      | Alderman   |
| Tidball    | (A.E.)      | Alderman   |
| Tily       | (Fred)      | 1910 – Insurance Agent and prominent in the Turf Club of Penticton                                     |
| Titchmarsh | (E.A.)      | Alderman   |
| Tough      | (A.)        | Alderman   |
| Usborne    | (T.H.)      | Alderman   |
| Walker     | (Dr. Roy)   | Early doctor here and on executive of BC College of Physicians & Surgeons                              |
| Weeks      | (Richard)   | Circa 1908 – Pioneer family, owned a livery stable   |
| Weeks      | (J.B.)      | Captain - Last captain of the S.S. Sicamous, sailed Lake Okanagan for more than 40 years               |
| Whimster   | (W.H.L.)    | Alderman   |
| Wilkins    | (W.G.)      | Reeve  |
| Williams   | (T.B.)      | Alderman   |
| Winkelaar  | (J.J.)      | Alderman   |
| Yuill      | (Etta Jane) | 1907 – Early school teacher  |
| Zimmerman  | (W.)        | Local watchmaker/jewel in 200 Block Main St. Victim of Penticton's first unsolved murder Jan. 17, 1907 |

2. These following names relate to an extent the historic background of the neighborhood in which they lie.

| Lane Names  | History   |
|---|---|
| Bunkhouse Lane<br>Conklin on the South<br>Cowboys Rest Lane<br>Homestead Lane<br>Jack's Corral Lane<br>Packhorse Lane<br>Meadows Lane<br>Ranch House Lane                         | The old Ellis ranch are bounded by Fairview on the east, Moosejaw on the west, Scott Ave. on the north and Conklin on the south |
| Coal Tower Lane<br>Hogger's Alley<br>Round House Lane<br>Sand House Lane<br>Station House Lane<br>Wade's Landing (the first name for Penticton)<br>Water Tank Lane<br>Wipers' Way | The area near the old rail yards with Fairview on the east, Channel Parkway on the west, Conklin on the north                   |

|   |  |
|---|--|
| Cannery Row<br>Captain's Lane<br>Gold Mine Lane<br>Hop Yiks Alley<br>Kwongs Alley<br>Packing House Lane<br>Pentowna Lane<br>Sam Kees Alley<br>Wharf Alley<br>Steam Boat Lane<br>Tug Boat Lane | The area on the north side of town from Eckhardt Ave on the south the River on the west, Abbott Street on the east. Reflecting the historic use of the area.             |
| Flume Line Lane<br>Fugita's Ranch<br>Haystack Meadows<br>Moonshine Alley<br>Smuin's View  | Valley View and Skaha District   |
| Biagioni Lane<br>Bogg's Lane<br>Bowsfield Lane  | Areas near Penticton High School.<br><br>The names around the school with the exception maybe of Warwick, are all related in some  |
| Cannings Lane<br>Gilley Lane<br>Mason Lane<br>O'Connell Lane<br>Pritchard Lane<br>Warwick Lane<br>Yuil Lane   | fashion to the school, as well known teachers, students who "made well" and some sports personalities who went to Penticton Schools and have done well in their careers. |

3. The following are names contributed by the Penticton Indian Band in respect of indigenous names for local flora, fauna and First Nations cultural understanding of the history of Penticton:

| Name | History |
|------|---------|
|      |         |

4. The following are names of local flora and fauna representing the natural history of the region:

| Name          | Description  |
|---------------|--|
| Antelope Bush | Deciduous shrub, 1-2m. tall; useful for preventing soil erosion on dry sites   |
| Artic Lupine  | Perennial, to 80 cm. tall; pea-like pink to blue flowers   |
| Artic Willow  | Deciduous dwarf shrub, to 50cm. tall   |
| Aster         |  |
| Balsamroot    | Seen on warm, dry hillsides, an early spring splash of color   |
| Bergamot      | Perennial, 30 to 70 cm. tall; bright mauve flower, used for tea, also known as "horse mint"                                |
| Bitterroot    | Ground-level perennial, 1 to 3 cm. tall; deep pink to white solitary flowers, roots used as food by Interior First Nations |

|   |   |
|---|---|
| Black Currant (or Northern Black Current) | Deciduous shrub, to 2m. tall; edible berries  |
| Blazing Star                              | Taprooted biennial or short-lived perennial 30 to 100cm. tall; lemon yellow star-shaped flowers. First Nations used for medicinal purposes.   |
| Blue Elderberry (or Elderberry)           | Deciduous shrub to small tree, 2 – 4m. tall; the Okanagan used berries fresh or dried, for food   |
| Brown Eyed Susan                          | Taprooted perennial, 20 to 70cm. tall; the Okanagan made a tea to alleviate kidney problems   |
| Butterweed (or Rocky Mountain Butterweed) | Perennial, 10 to 60 cm. tall; yellow flowers  |
| Chicory                                   | Taprooted perennial, 30 to 175cm. tall; pink/blue flower; an introduced weed now used in gardens and for food; root is dried, ground and used as a coffee substitute  |
| Clematis                                  |   |
| Columbine                                 |   |
| Cottonwood                                | Deciduous tree, to 40m. tall; inner bark used by regional First Nations for soup and medicinal tea  |
| Daisy                                     |   |
| Desert Parsley                            |   |
| Fireweed                                  | Perennial, 1 – 3m. tall; large, rose-colored flowers make excellent honey   |
| Goldenrod                                 | Rhizomatous perennial, 30 to 175cm. tall; flower heads used in golden dyes; the Okanagan used the plant for medicinal tea   |
| Grouseberry                               | Dwarf deciduous shrub, 10 – 25cm. tall; edible red berries  |
| Hawksbeard                                | Taprooted perennial, to 50cm. tall; First Nations steeped leaves for a foot bath  |
| Hawkweed                                  | Rhizomatous perennial; 20 – 60cm tall; yellow flowers   |
| Hawthorn                                  |   |
| Kinnickinnick                             | Trailing evergreen shrub with bright red berries  |
| Lemonweed                                 | Perennial, 20 to 60 cm. tall; the Okanagan made an infusion of roots for internal medicinal purposes  |
| Lodgepole Pine                            | A tall, slender, straight tree which grows throughout most of the Interior. Many First Nations peoples in British Columbia used the wood from lodgepole pine for a variety of purposes, including poles for lodges, homes or buildings. In the spring, they stripped off long ribbons or "noodles" of the sweet succulent inner bark (cambium layer). It was eaten fresh in the spring, sometimes with sugar, or stored. The pitch was used as a base for many medicines. It was boiled, mixed with animal fat, and used as a poultice for rheumatic pain and all kinds of aches and soreness in muscles and joints. Pitch was also chewed to relieve sore throats. |
| Mare's Tail                               | Acquatic/amphibious perennial, 10 to 40cm. tall; seen along pond and lake shores  |
| Mariposa Lily                             | Perennial, 10 to 30cm. tall; "magnificent flower of grassy meadows and dry hillsides  |
| Milkweed                                  | Rhizomatous perennial, 40 to 120cm. tall; Monarch butterfly attractant  |
| Mock Orange                               |   |
| Nootka Rose                               | Deciduous shrub, to 3m. tall; browsed by ungulates; wood used by First Nations for arrows   |

|                              |  |
|------------------------------|--|
| Ocean Spray                  |  |
| Oregon Grape                 | Evergreen shrub, 20 – 100cm. tall; the Okanagan used berries to make a jelly for meats   |
| Oregon Grape                 |  |
| Penstemon                    |  |
| Phlox                        |  |
| Prairie Rose                 | Deciduous shrub, to 2m. tall; the Okanagan used thorns for fish hooks  |
| Prickly Pear                 |  |
| Prickly Rose                 |  |
| Rabbit Brush                 | Compact shrub, to 1m. tall; browsed by jackrabbits and mountain sheep  |
| Red Osier                    | Deciduous shrub, 1 – 4m. tall; First Nations boiled bark for poultices   |
| Red Paintbrush               | Perennial, to 80 cm. tall; is considered sacred by some First Nations  |
| Sagebrush (or Big Sagebrush) | Grey/green aromatic evergreen shrub, to 2m. tall; the Okanagan used leaves and branches for medicinal purposes, and for smudging |
| Saskatoon                    | Deciduous shrub to small tree, 1-5m. tall; edible berries  |
| Scarlet Gilia (or Skyrocket) | Biennial, 20 to 100 cm. tall; showy red flowers, also known as “skyrocket”   |
| Shooting Star                | Perennial, 5 to 40 cm. tall; purple/lavender flowers; the Okanagan used an infusion of this plant as an eyewash                  |
| Snow Buckwheat               | Roots used for medicinal tea by the Okanagan; Flowers make excellent honey   |
| Snowberry                    | Deciduous shrub, .5. – 1.5m. tall; white berries are winter food for birds   |
| Snowbrush                    | Evergreen, spicy-scented shrub, .5 – 2m. tall; First Nations used for medicinal purposes   |
| Sumac                        |  |
| Tarragon                     | Aromatic perennial, to 150cm. tall; used for its culinary and medicinal properties   |
| Thistle                      |  |
| Tiger Lily                   | Perennial, to 1m. tall; showy, bright orange flowers, roots used as food by Interior peoples                                     |
| Wax Current                  |  |
| Western Larch                | Deciduous conifer, to 55m. tall; yields high quality construction wood   |
| Whitebark Pine               | Deciduous tree, to 15m. tall; the Okanagan ground seeds for flour  |
| Wild Strawberry              | Low growing perennial; edible berries  |
| Wolf Willow                  | A silver berry shrub-forest willow   |
| Woodland Star                | Perennial, 10 to 30cm. tall; white clustered flowers   |
| Yarrow                       | Aromatic perennial, 10 to 75cm. tall; used in many herbal remedies   |

5. The following are names of local flora and fauna representing the natural history of the region:

| Birds and Animals |  |
|-------------------|--|
| Name              | Description  |
| American Badger   | Short, sturdy member of the weasel family            |
| Bat (3)           | Pallid Bat – rare species seen in the South Okanagan |
| Bighorn Sheep     | Adult rams have massive, curled horns                |

|                  |  |
|------------------|--|
| Bluebird (2)     | Western Bluebird – found in small flocks outside nesting season;<br>Mountain Bluebird – seen in orchards, roadsides and open areas, hovers low   |
| Bobolink         | Locally common in hayfields and marshes  |
| Bufflehead       | Common winter resident bird in South Okanagan valleys  |
| California Quail |  |
| Canvasback       | Locally abundant duck, does not mix with other flocks  |
| Canyon Wren      | Song is clear, loud cascading groups of whistles   |
| Chickadee        | Resides in urban areas and forest lands  |
| Cormorant        |  |
| Coyote           | Smaller, close related of the gray wolf  |
| Crane            |  |
| Crossbill        |  |
| Crow             |  |
| Deer (2)         |  |
| Eagle            | Or Bald Eagle or Golden Eagle – seen along shores, flies with flattened wings  |
| Egret            |  |
| Evening Grosbeak | Large beaked, seen locally in conifers and hedges  |
| Falcon (2)       | Prairie Falcon – rapid flight, sometimes with tail spread open   |
| Finch (6)        |  |
| Flycatcher (8)   |  |
| Goldeneye        | Common winter resident bird on South Okanagan lakes and rivers   |
| Gray Partridge   | Locally abundant on agricultural lands   |
| Great Blue Heron | Feeds in shallow waters  |
| Grouse (2)       | Ruffed Grouse, Spruce Grouse – very tame grouse seen in coniferous forests   |
| Hawk (5)         | Cooper’s Hawk – fast and powerful, seen in open woodlands; Red-Tailed Hawk – ofent seen perched on poles or treetops   |
| Jay (3)          |  |
| Kestrel          |  |
| Lark Sparrow     |  |
| Loon             |  |
| Mallard          | Concentrated in open water feeding sites   |
| Meadowlark       | Loud, flute-like, joyful song  |
| Merganser        | Or Hooded Merganser, or Common Merganser – seen in open water  |
| Merlin           |  |
| Night Snake      | Venomous fo rsmally prey only  |
| Nighthawk        | Nocturnal, nests on ground or flat rooftops  |
| Northern Flicker | Concentrates near berries in winter, often in urban areas  |
| Oriole           | Seen in high foliage of broad-leafed trees; woven, hanging nests   |
| Osprey           | Common in Penticton near lakes and their adjacent creeks   |
| Owl (15)         | Burrowing Owl – nests in abandoned animal burrows; Great Horned Owl – Large, “eared owl”; Western Screech Owl – nests in cavities or flicker boxes; Snowy Owl – Large, nomadic, mainly white owl |
| Painted Turtle   | Resides in slow-moving waters  |
| Pelican          |  |

|                  |  |
|------------------|--|
| Prairie Falcon   |  |
| Raven            | Commonly seen near heavily treed areas   |
| Robin            |  |
| Sage Thrasher    | Nests in arid lands  |
| Salmon           | Sockeye – spawning areas include the South Okanagan  |
| Sandhill Crane   | Seen in open fields and grasslands, migrates in large flocks   |
| Spadefoot        | Endangered toad, native to southern Canada   |
| Sparrow (3)      | Song Sparrow – resident of low-elevation wetlands and residential areas; Chipping Sparrow - Common on grass under scattered trees; Lark Sparrow – summer resident of South Okanagan grasslands |
| Steller’s Jay    | Moves to valleys in search of food in fall   |
| Swan             |  |
| Teal (2)         |  |
| Thrush (3)       |  |
| Tiger Salamander | Found in short-grass grasslands and aspen lands  |
| Tree Swallow     | Concentrated around rivers, lakes and marshes  |
| Virginia Rail    | Common but elusive, seen in marshes  |
| Vulture          |  |
| Warbler (16)     | Wilson’s Warbler – common in thickets, especially willow   |
| Western Tanager  | Male has iridescent orange head plumage  |
| Woodpecker (10)  | Pileated Woodpecker – obtains food from decaying, dead trees;  |

## Attachment D Council Policy – Street Name Change



# Council Policy



Approval date: March 17, 2014

Resolution No.: 132/2014

**Subject: Street Name Change**

### Goal

To provide clarification of the responsibilities and process of the City, property owners and tenants for the purpose of street name changes.

### Scope

This policy applies to city and property owner initiated street name changes.

### Policy

#### City Initiated Road Name Change

The following steps will be taken to ensure those impacted have an opportunity for input.

- 1.) Heritage & Museum Advisory Committee to review the proposed Road Name Change and make a recommendation to Council to support or deny.
- 2.) All impacted property owners and tenants are to be notified of the proposed change and provided with 30 days notice to object to the proposal and of the opportunity to be heard by Council.
- 3.) Council will hear from any impacted property owners and tenants at a subsequent public meeting and resolve to approve or deny.
  - a) If approval
    - 60 days notice will be provided to all impacted property owners advising them of the name change
    - All costs associated with the road name change are to be borne by the City – to a maximum of \$500 per business or household
    - City will contact Canada Post and request free 6 month to one year mail transfer from the old to new addresses
  - b) If denied, the property owners will be notified of the decision.

#### Property Owner Initiated Road Name Change

- 1) Property owners must submit an application with a petition for the proposed name change.

- a) Fee to be paid upon submission
  - b) The petition must include a minimum of 75% of the registered property owners in favour of the proposed name change.
- 2) Petition will be reviewed by the Heritage & Museum Advisory Committee which will either recommend support or denial of the proposal.
  - 3) All impacted property owners and tenants are to be notified of the proposed change and provided with 30 days notice to object to the proposal and of the opportunity to be heard by Council.
  - 4) Petition will be forwarded to Council with the Committee's recommendation to determine approval or denial.
    - a) If approved, Council will provide 60 days notice to all impacted property owners advising of the name change
    - b) All costs associated with the road name change are to be borne by the impacted property owners.

**Previous revisions**

n/a

Approval



Garry Litke, Mayor

**Attachment E**  
**Information package on Robins Family request**

October 8, 2017

Dear Mayor Andrew Jakubeit and Council Members,

For your consideration, this letter is requesting inclusion of our family name (ROBINS) to be added to the "Street Name Reserve List".

Our father, Al Robins and mother, Lois Robins have been long-time dedicated residents of Penticton for 61 years. Sadly, Mom passed away in April 2015. She was 84. Dad now lives at the Regency Retirement Resort in Penticton. He is doing well.

During their 61 years in Penticton, they have contributed immensely to the city's growth. Our parent's were enthusiastic about Penticton and anxious to promote, support and improve all it had to offer. They fell in love with this city. We remember them working on various committees, organizations, and worthwhile projects throughout the city.

See attached as part of this letter, a list of some of their contributions.

If approved, we would like this to be a surprise for my father. If there is a choice, our preference would be "Robins Road".

Thank you for your consideration in this matter,

Sharon A. Robins  
G. Christopher Robins

Contact information:  
Sharon Home:

bench with a plaque, or a tree, a picnic table in a park, or even support a piece of sculpture - all at the expense to the family.

- April 8th, 2018. Our response to Councillor Sentes was as follows:

" Thank you for your email bringing us up to date on the Council meeting. Although the family appreciates the recommendation to consider a memorial park bench, or tree, picnic table etc., we feel at this time the family should not have to pay to show recognition for a parent's accomplishments that bettered the City of Penticton. Anyone can go to the city and pay for a bench, and the future maintenance. We believe our mother, Lois Robins, deserves more for the 50+ years she worked so tirelessly with NUMEROUS organizations.

She championed for the disabled. She was a CNIB Director, and a Role of Honour Member, as well as a Co-Founder of the White Cane Club. Mom initiated this club in Penticton to raise awareness. Mayor Kimberley issued a proclamation to declare White Cane Week.

She was on the City's Committee for the Disabled and worked with Grant Sherwood to help improve accessibility for the physically and visually impaired residents of Penticton. This is just the tip of the iceberg of what she did for Penticton, but we feel that this was one of her most important contributions - a Champion for the Disabled.

Originally, all we wanted was to request inclusion of our family name to be added to the Street Name Reserve List. We were not asking for City Council to immediately vote and name a street. We understand that there is a list and that Developers/Planners, when adding streets to Penticton, pick names from this list. We watched the most recent meeting and know that this has now been passed onto Staff to put in place a Revised Policy.

How do you tell a family member that their deceased parent did not meet the criteria after watching them work so hard all those years to help improve Penticton, the City that they loved so much?"

- September 5, 2018. We received an email from Blake Laven, along with the draft bylaw and policy dealing with street names.
- The Heritage/Museum Committee has recommended against adding the name. Ultimately though, it will be Council that makes the final decision on the recommendation.
- The Committee had provided some justification for not including the name. Specifically, the name was too close in sound to Roblin, a street that has already been named. Our initial request was for "ROBINS ROAD" which is very different from "ROBLIN STREET". We would like to point out that on the Street Name List as of today, there are family names approved - Brown, and Browne. Those names are most

October 21, 2018

To: Mayor John Vassilaki, and Council Members Jake Kimberley, Campbell Watt, Frank Regehr, Julius Bloomfield, Katie Robinson, Judy Sentes

cc: Peter Weeber cc: Laurie Darcus cc: Blake Laven

We began our quest to have the "Robins" family name added to the Street Name Reserve List back in early July of 2017. It has now been 15 months.

After being shuffled from one department to another, finally in September of 2017, Blake Laven was available and he brought us up to speed on the most recent information on how to proceed with getting our family name to the Street Name Reserve List.

We immediately contacted Council Member Judy Sentes on the phone and she advised us to send in a brief list of some of our parent's contributions to the City of Penticton. We did send in a letter to the Mayor and Council Members as per her request by October 8, 2017.

- October 17, 2017, email from Councillor Sentes stating that our application was forwarded to the Museum Director and the lead on the Museum and Heritage Advisory Committee.
- November 4th, 2017, we were advised by Council Member Judy Sentes that the City Council has specific advisory committees and it is their process to ask for a Committee's recommendation. In this case, our request has been referred to the Heritage/Museum Committee as they oversee street naming and create the list for choices. The committee was on hiatus, but would meet on November 14th, and make a recommendation to Council. She had already given Council a head's up and did not anticipate a problem.
- November 5th, 2017, Councillor Sentes advised it will be presented on November 21st to Council.
- November 22, 2017, Councillor Sentes advised it did not make the November 21st meeting, and the Committee will now meet December 12, 2017, with a recommendation OF SUPPORT to Council by the December 19th, 2017 meeting.
- December 17, 2017, Council Member Judy Sentes advised that they are re-establishing the Museum/Heritage Committee and it is taking longer than imagined. The formal step by the Committee is to recommend names for Street Naming. They will deal with the status of the Committee on December 19th, 2017.

- January 11, 2018, Council Member Judy Sentes advised that she anticipated Council's next meeting on January 23rd, 2018 will acknowledge membership for the Heritage/Museum Committee and our family's request will be on that agenda as soon as they meet, which will then go by recommendation back to City Council.
- January 29th, 2018, Council Member Sentes advises us the Committee will be meeting January 30th, 2018 and we will definitely be on the agenda. They had previously discussed the proposal and will be making a recommendation on the February 6, 2018 Regular Meeting of Council.
- February 1st, 2018, Council Member Sentes advises that unfortunately, their Committee has just been advised by City Staff that they have found a requirement involving the naming of streets in Penticton that prevents a living person's name from being used. Now it has to be re-forwarded to the Committee for review, and then there will be a recommendation to Council.
- February 2, 2018. Councillor Sentes requests that we send another letter to City Council asking for an update, addressing it to the Mayor and Council. She asked us to attach a copy of our original request for reference, which puts everything together for ease of reading.
- February 6, 2018. Councillor Sentes advised that our information was received by Council and the Heritage/Museum Advisory Committee was given the authority to follow up and make a recommendation. Their next meeting is February 27th, 2018. It should be presented to the Council at the March 6th, 2018 meeting.
- March 4th 2018, Councillor Sentes emailed to say that City Staff discovered criteria around street naming that advises this recognition should be reserved for the deceased only.  
(We were ill-advised to apply for both our deceased mother and our living father, who have been long time, dedicated residents of Penticton for over 61 years).
- March 30, 2018, Councillor Sentes advised us the Heritage/Museum Committee has been trying to respond to our request, amid discovering conflicting protocols and unclear policies. She said City Staff will be presenting a defined policy in this regard at a forthcoming meeting to Council. However, the Committee is cognizant of our family's interest and the inordinate amount of time that has transpired. So, I can tell you that they have made a recommendation through their minutes which Council will receive at the Tuesday meeting.
- April 4th, 2018, Councillor Sentes advises us of the outcome of last night's City Council meeting. She said it was disappointing to the Heritage/Museum Committee. I respect and appreciate your frustration.

After all this time and effort back and forth with emails, and sitting through all the meetings online, the recommendation for our family was to consider a memorial park

similar, yet they have been approved and are on the list. Another similar name that is approved and on list is Parker and Parkins.

There was another justification stated in Mr. Laven's email. There was some apprehension to using the name of a living person. Our mother, Lois Robins is deceased. We were originally asked to send in contributions to the City for both our deceased mother, and our living father, Al Robins. Only later, did we find out that City Staff had discovered this fact. We asked if we should retract our living father's contribution from the application, and we were told No ... just write a letter asking for an update.

So, the truth of the matter is, we realize our living father does not qualify for a position on the Street Naming List. However, our mother, Lois Robins is deceased. We want to proceed and ask for her name to be placed on the Street Name Reserve List. From looking at the list, we see there are many names on the list that have living relatives still in Penticton. ie Fugeta, Glass, Lougheed, Kenyon and many, many more - so how does this disqualify our family?

The bylaw outlines consideration of street names are intended to be given to names of persons who have made a significant contribution to the community. Lois Robins has done that. Please refer to her Contribution List attached. Especially her efforts to make Penticton more accessible to the blind and physically disabled.

We are in a different "era" now. In Mom's day, a volunteer, not only managed a family, but made time to join MANY organizations and through these organizations, the City of Penticton was the benefactor. She did not own or operate a business, but worked tirelessly with these organizations, let her voice be heard, and received results.

The Heritage/Museum Committee is not recommending that her name go on the list. We ask the Mayor and all Council Members to please read this letter and ask yourselves if this dedicated and hardworking volunteer deserves to be on the "Street Naming List"?

Attached is her Contribution List.

Also, for your information, attached is a letter dated April 9th, 2018 to Mr. Peter Weeber, Mr. Blake Laven, and Council Member Judy Sentes.

The Robins' Family would like to thank you for considering our Mother's name, LOIS ROBINS for the "Street Name Reserve List".

Regards,

Sharon Robins, Chris Robins and Terry Batstone

Attachment 2

Lois Robins

- \* PTA member for Queen's Park and Carmi School
- \* Volunteer at Penticton Hospital
- \* Jaycettes - Life Member
- \* Peach Festival Honorary Life Member
- \* CNIB Director and Roll of Honour
- \* Canadian Council of the Blind Member
- \* Co-Founder of the White Cane Club and Past President
- \* City's Committee for the Disabled  
She worked tirelessly to better the quality of life for the blind and disabled.
- \* United Way Director
- \* Organizer and Canvasser for the "March of Dimes"
- \* Shrine Ladies
- \* Daughters of the Nile
- \* Penticton Writers and Publishers Writers' Group
- \* For many years, she wrote freelance articles for the Penticton Herald as well as worked on the social page and had a column called "Shopping with Sharon".
- \* Published 2 Poetry Books

**Attachment F**  
**Information package on Richards Family request**

City of Penticton  
Heritage and Museum Committee  
171 Main St  
Penticton, B.C.  
V2A 5A9

Re: Street Name Request

Dear Committee Members;

I would like to put forward a request for a street name addition to the street name reserve list. I understand that the process is to make the proposal to you for consideration which is then discussed by the committee for recommendation to Council. If approved, the name would then be added to the list.

The name I would like to put forward is "**Richards**". V. Hayes Richards, my grandfather, was born in Vernon, B.C. in 1910 and moved to Penticton in 1929 as the Union 76 Oil Company Agent. He married Evelyn Nicholson (of the Pioneer Nicholson family). They lived at 136 Huth Ave where their farm house still stands today. Union 76 was bought out by B/A Oil and Hayes was the owner/agent for 34 years before his untimely death in 1963.

Hayes was involved in the community as Assistant Fire Chief of the Penticton Fire Department, member of the Masonic Lodge #147, Rotary Club, President of the Penticton Baseball Club and founding member of the Executive formed to build the Penticton Vees Hockey Club.

Hayes and Evelyn had 4 children; Shirley, Charlie, Barry and Allen, all of whom have contributed to the community in various ways.

My Dad, Charlie is turning 82 in Dec 2018 and our family would like to have the "**Richards**" street name adopted as a gift to him and the legacy his Father started for our family in Penticton. I have lived in Penticton all of my life. My son, also named Hayes Richards, lives in Penticton and has just welcomed his first child, who is the first of the 5<sup>th</sup> generation of the Richards Family in Penticton!

Thank you in advance for your consideration of this request. It would mean a great deal to all of our extended family if this could be accepted. We look forward to your response.

Respectfully



Mike Richards, c/o The Richards Family

# Council Report

penticton.ca

**Date:** December 18, 2018  
**To:** Peter Weeber, Chief Administrative Officer  
**From:** Kerri Lockwood, Human Resource Manager

File No:

**Subject:** Council Remuneration

## Staff Recommendation

THAT Council establish an External Compensation Advisory Task Force to investigate, review, develop and provide a report and recommendations of Council Remuneration addressing the following:

1. One-third (1/3) Tax Free Exemption;
2. Extended Health and Dental Benefits;
3. Compensation review – salary and per diems.

## Council Priority

This supports the Council priority of Good Governance in the municipal government role as a democratic institution, a public policy maker and a provider of public services.

## Background

1. One-third (1/3) Tax Free Exemption

In its 2017 Budget, the Federal government introduced a legislative change to eliminate the one-third (1/3) tax exemption for elected officials starting in 2019. Municipal governments across Canada have adopted a variety of approaches to this change, including increasing mayor and councillor salaries to off-set the elimination; made no changes, thereby reducing their income; and establishing an External Compensation Advisory Task Force.

2. Extended Health and Dental Benefits

The UBCM Group Benefits Plan offers health and dental benefits for elected officials through Pacific Blue Cross / BC Life. Participation in the benefit plan requires the minimum participation of three (3) members of City Council and must be adopted for the full term of office. During 2014-2018, the premiums for participating officials have been costs shared 50/50 between the City and the individuals.

3. Compensation review – salary and per diems

In 2002, City Council established remuneration levels and also approved a yearly increase to City Council salaries based on the Consumer Price Index (CPI).

Current City Council meal and mileage per diems were also established in 2002 and have not been reviewed or adjusted.

**Financial Implication**

The financial implications are dependent on any recommendations made by an External Compensation Advisory Task Force being adopted by City Council and reflected in amendments made to the Council Remuneration Bylaw.

**Analysis**

A comprehensive review of City Council Remuneration has not been completed in more than a decade. The roles of City Council have continued to evolve. Engaging in a review of this nature is warranted at this time to ensure remuneration remains competitive in today’s environment and federal income tax legislation changes.

The task force will be made up of four independent and qualified individuals who have experience in business leadership, remuneration development or other similar experience and skills.

**Alternate recommendations**

Alternatively, Council could makes amendments to the Council Remuneration Bylaw, independent of an External Compensation Advisory Task Force.

Respectfully submitted,

Kerri Lockwood  
Human Resources Manager

Approvals

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

# Council Report

penticton.ca

**Date:** December 18, 2018 **File No:** 0360-20  
**To:** Mayor and Council  
**From:** Peter Weeber, Chief Administrative Officer  
**Subject:** **City Safety and Security Task Force – Council Liaison Appointments**

## Staff Recommendation

THAT Council appoint Mayor Vassilaki, Councillors Robinson and Kimberley, and any other Council members as requested, to the City Safety and Security Task Force;

AND THAT Council appoint Mayor Vassilaki to the Peach Festival Society and Councillor Bloomfield to the Penticton Industrial Development Association as council liaisons for 2019 – 2022.

## Executive Summary

The City Safety and Security Task Force's (Task Force) mandate is to assist the Mayor and Council and the Penticton business community to create a safe and secure city. The Task Force has been active through 2018 and has implemented various measures in an effort to increase safety and security in the City. Examples include additional bylaw officers and enforcement, new lighting and a Clean Team dedicated to addressing litter and graffiti.

Two other Council liaison appointments have been requested for Peach Festival Society and the Penticton Industrial Development Association, which have previously had Council liaisons.

## Strategic priority objective

Good Governance: Provide Services that support quality of life, protect our health and enhance public safety.

## Background

Penticton residents and businesses have reported, and staff have noted, an increase in problems in the City that create a situation where our citizens feel less safe and secure. In 2018 staff initiated a task force to look at ways to correct this situation and do what could be done to increase a safe and secure feel for Penticton.

The Task Force has, and will continue to, review the following priorities:

- New bylaws to support enforcement
- The bylaw enforcement model for bylaw officers
- Targeting inappropriate behaviour not people, using open alcohol, drug use and loitering
- Environmental design, including lighting, downtown configuration and a clean community

- Vandalism management and security of City facilities and bathrooms and private security
- See Something, Say Something campaign
- Video surveillance of problem areas
- Safe injection sites
- RCMP priorities
- Interface with Community Action Support Table

The following representatives currently are involved in the Task Force:

- One (1) Representative of the Downtown Penticton Association
- One (1) Representative of the Chamber of Commerce
- One (1) Representative of the Industrial Association
- One (1) Representative of BC Housing
- One (1) Representative of the Community Action Support Table
- One (1) Representative of the Community with knowledge or an interest in safety and security
- One (1) Representative of City of Penticton Bylaw Enforcement
- One (1) Representative of the Royal Canadian Mounted Police
- The City's Chief Administrative Officer (CAO)

It would be valuable to have Council representation on this Task Force, and therefore staff are recommending the appointment of at least two Council members. Those noted in the recommendation have indicated an interest in serving on the Task Force, however if other Council members are interested their participation is welcome.

### **Financial implication**

Some of the projects that will be initiated by the Task Force will require expenditures. It is recommended that any significant expenditures, or expenditures with no known budget allocation, be approved by Council prior to implementation of the initiative. Non-significant expenditures with budget allocation available may be approved by the CAO.

### **Analysis**

Community safety and security can be served best by bringing community groups and agencies together to establish the best options for building a safer Penticton. Through 2018 this Task Force, led by City staff has been successful in making inroads into the issues.

Respectfully submitted,

Peter Weeber  
Chief Administrative Officer

|                                 |
|---------------------------------|
| Chief Administrative<br>Officer |
| PW                              |

**Bylaw No. 2018-66**

*A Bylaw to Amend Zoning Bylaw 2017-08*

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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. 2018-66".

2. **Amendment:**

Zoning Bylaw 2017-08 is hereby amended as follows:

- 2.1 Amend section 3.2 Definitions and delete the definition **CANNABIS DISPENSARY** and replace with the following:

**CANNABIS RETAIL STORE** means a business selling cannabis products through a storefront with a 'cannabis retail store' license issued from the BC Liquor and Cannabis Regulation Branch.

- 2.2 Remove section 7.9 Cannabis Dispensary in its entirety.

- 2.3 Add the following to 11.4 C4 – General Commercial 11.4.1 Permitted Uses

.30 cannabis retail store

- 2.4 Add the following to 11.5 C5 – Urban Centre Commercial 11.5.1 Permitted Uses

.36 cannabis retail store (subject to 11.5.3.5)

- 2.5 Add the following to 11.5.3 Other Regulations

.5 Cannabis retail stores are not permitted downtown on Main Street or Front Street.

- 2.6 Add the following to 11.6 C6 – Urban Peripheral Commercial 11.6.1 Permitted Uses

.31 cannabis retail store

|   |    |        |                |
|---|----|--------|----------------|
| READ A FIRST time this  | 4  | day of | December, 2018 |
| A PUBLIC HEARING was held this                                    | 18 | day of | December, 2018 |
| READ A SECOND time this   |    | day of | , 2018         |
| READ A THIRD time this  |    | day of | , 2018         |
| RECEIVED the approval of the<br>Ministry of Transportation on the |    | day of | , 2018         |
| ADOPTED this  |    | day of | , 2018         |

Notice of intention to proceed with this bylaw was published on the 7 day of December, 2018 and the 12 day of December, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

|  |
|--|
| <p>Approved pursuant to section 52(3)(a) of the <i>Transportation Act</i><br/> this _____ day of _____, 2018</p> <p>_____</p> <p>for Minister of Transportation &amp; Infrastructure</p> |
|--|

\_\_\_\_\_  
John Vassilaki, Mayor

\_\_\_\_\_  
Angie Collison, Corporate Officer

**Bylaw No. 2018-67**

*A Bylaw to Amend City of Penticton Business Licence Bylaw No. 2012-5020*

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WHEREAS the Council of the City of Penticton has adopted a Business Licence Bylaw pursuant the *Community Charter*;

AND WHEREAS the Council of the City of Penticton wishes to amend City of Penticton Business Licence Bylaw No. 2012-5020;

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 "Business Licence Amendment Bylaw No. 2018-67".

2. **Amendment:**

Business Licence Bylaw No. 2012-5020 is hereby amended as follows:

2.1 Amend section 1.0 Definitions and add the following:

"Cannabis Retail Store" means a business selling cannabis products through a storefront with a 'cannabis retail store' license issued from the BC Liquor and Cannabis Regulation Branch.

2.2 Add the following to section 14.0 Regulations:

14.3 Cannabis Retail Store

14.3.1 Notwithstanding the application requirements outlined in Section 4.0 of this bylaw, the following items are required to be submitted with an application for a cannabis retail store and will form part of the licence:

14.3.1.1 A document providing an overview of the business, including proposed branding of the business;

14.3.1.2 A safety and security plan; and

14.3.1.3 Colour elevations of the storefront, approved by the province, including all signage.

14.3.2 Any proposed changes to the branding of the store, the store name or storefront elevations, are required to conform to the Council Policy on Cannabis Retail Stores and constitutes an amendment to the business licence and is subject to City approval.

14.3.3 Hours of operation of a cannabis retail store are limited to between 9 a.m. and 8 p.m.

14.3.4 Roll shutters or security bars are not permitted on the exterior of a cannabis retail store, except in the case of a window or door facing a lane where permitted by Building Code.

|  |    |        |                |
|--|----|--------|----------------|
| READ A FIRST time this                                       | 4  | day of | December, 2018 |
| READ A SECOND time this                                      |    | day of | , 2018         |
| READ A THIRD time this                                       |    | day of | , 2018         |
| OPPORTUNITY for persons to make<br>representation to Council | 18 | day of | December, 2018 |
| ADOPTED this   |    | day of | , 2018         |

Notice of intention to proceed with this bylaw was published on the 7 day of December, 2018 and the 12 day of December, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

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John Vassilaki, Mayor

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Angie Collison, Corporate Officer

Bylaw No. 2018-81

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. 2018-81".

2. Amendment:

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

Rezone Lot 7, District Lot 366, Similkameen Division Yale District Plan 5419, located at 310 Comox Street from R2 (Small Lot Residential) to C4 (General Commercial).

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

|                                   |    |        |                |
|-----------------------------------|----|--------|----------------|
| READ A FIRST time this            | 4  | day of | December, 2018 |
| A PUBLIC HEARING was held this    | 18 | day of | December, 2018 |
| READ A SECOND time this           |    | day of | , 2018         |
| READ A THIRD time this            |    | day of | , 2018         |
| RECEIVED the approval of the      |    | day of | , 2018         |
| Ministry of Transportation on the |    |        |                |
| ADOPTED this                      |    | day of | , 2018         |

Notice of intention to proceed with this bylaw was published on the 7 day of December, 2018 and the 12 day of December, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

\_\_\_\_\_  
John Vassilaki, Mayor

\_\_\_\_\_  
Angie Collison, Corporate Officer

|  |
|--|
| <p>Approved pursuant to section 52(3)(a) of the <i>Transportation Act</i><br/> this _____ day of _____, 2018</p> <p>_____</p> <p>for Minister of Transportation &amp; Infrastructure</p> |
|--|

Rezone 310 Comox St

From R2 (Small Lot Residential)  
To C4 (General Commercial)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2018-81

Date: \_\_\_\_\_

Corporate Officer: \_\_\_\_\_

**Bylaw No. 2018-80**

*A Bylaw to Amend 2018-2022 Five Year Financial Plan Bylaw No. 2017-79*

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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 2018-2022 Five Year Financial Plan Bylaw No. 2017-79;

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 "2018-2022 Five Year Financial Plan Amendment Bylaw No. 2018-80".

2. **Amendment:**

2.1 "2018-2022 Five Year Financial Plan Bylaw No. 2017-79" is hereby amended as follows:

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

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

|                         |   |        |                |
|-------------------------|---|--------|----------------|
| READ A FIRST time this  | 4 | day of | December, 2018 |
| READ A SECOND time this | 4 | day of | December, 2018 |
| READ A THIRD time this  | 4 | day of | December, 2018 |
| ADOPTED this            |   | day of | , 2018         |

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John Vassilaki, Mayor

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Angie Collison, Corporate Officer

**Schedule A**

|                                  | <b>2018</b>          | <b>2019</b>          | <b>2020</b>          | <b>2021</b>          | <b>2022</b>          |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                  | <b>Budget</b>        | <b>Budget</b>        | <b>Projection</b>    | <b>Projection</b>    | <b>Projection</b>    |
| <b>Revenue</b>                   |                      |                      |                      |                      |                      |
| Taxation                         | (53,575,138)         | (55,638,494)         | (57,784,523)         | (60,016,545)         | (62,336,706)         |
| Sale of Services                 | (6,850,024)          | (6,881,903)          | (6,896,816)          | (6,932,683)          | (6,969,499)          |
| Electric Utility Fees            | (42,075,442)         | (43,335,543)         | (44,633,405)         | (45,970,158)         | (47,346,968)         |
| Sewer Utility Fees               | (5,615,077)          | (6,178,775)          | (6,653,300)          | (6,692,009)          | (6,712,253)          |
| Water Utility Fees               | (8,466,692)          | (8,817,919)          | (9,201,250)          | (9,601,446)          | (10,019,248)         |
| Storm Water Utility Fees         | (172,729)            | (367,000)            | (558,000)            | (753,000)            | (950,000)            |
| Fiscal Services                  | (3,036,330)          | (3,033,713)          | (3,034,991)          | (3,035,278)          | (3,035,573)          |
| Grants                           | (1,695,343)          | (1,623,320)          | (1,623,320)          | (1,623,320)          | (1,623,320)          |
| Other Revenues                   | (12,261,428)         | (11,841,338)         | (11,712,724)         | (11,528,337)         | (11,354,093)         |
| Development Cost Charges         | (600,000)            | (600,000)            | (600,000)            | (600,000)            | (600,000)            |
| Donations                        | (10,000)             | (10,000)             | (10,000)             | (10,000)             | (10,000)             |
|                                  | <b>(134,358,203)</b> | <b>(138,328,005)</b> | <b>(142,708,330)</b> | <b>(146,762,775)</b> | <b>(150,957,660)</b> |
| <b>Expense</b>                   |                      |                      |                      |                      |                      |
| General Operating                | 70,664,395           | 70,696,411           | 72,434,971           | 73,989,145           | 75,648,138           |
| Electric Operating               | 37,175,423           | 36,206,355           | 37,609,191           | 39,053,053           | 40,073,471           |
| Sewer Operating                  | 4,761,304            | 4,805,587            | 4,817,541            | 4,915,810            | 4,736,055            |
| Water Operating                  | 4,021,815            | 4,030,214            | 4,153,704            | 4,184,822            | 4,213,195            |
| Storm Water Operating            | 243,967              | 425,300              | 407,864              | 468,990              | 376,178              |
|                                  | <b>116,866,905</b>   | <b>116,163,867</b>   | <b>119,423,272</b>   | <b>122,611,820</b>   | <b>125,047,036</b>   |
| Annual Surplus                   | (17,491,298)         | (22,164,139)         | (23,285,058)         | (24,150,955)         | (25,910,624)         |
| <b>Capital</b>                   |                      |                      |                      |                      |                      |
| General Capital                  | 11,784,876           | 11,881,565           | 24,654,518           | 23,359,241           | 18,728,821           |
| Electric Capital                 | 3,305,287            | 1,551,681            | 1,373,674            | 2,082,282            | 1,643,589            |
| Sewer Capital                    | 2,642,000            | 6,769,200            | 2,503,875            | 6,828,051            | 4,325,000            |
| Water Capital                    | 3,410,627            | 5,543,335            | 8,198,500            | 4,389,600            | 3,246,300            |
|                                  | <b>21,142,789</b>    | <b>25,745,780</b>    | <b>36,730,567</b>    | <b>36,659,175</b>    | <b>27,943,710</b>    |
| Debt Proceeds                    | (1,635,040)          | (702,000)            | (3,677,197)          | -                    | -                    |
| Land Proceeds                    | (1,000,000)          | (200,000)            | (200,000)            | (200,000)            | (200,000)            |
| Principal repayments             | 2,982,421            | 2,334,314            | 2,443,004            | 2,528,880            | 2,530,793            |
| Transfer to/from surplus/reserve | (3,998,872)          | (5,013,956)          | (12,011,316)         | (14,837,099)         | (4,363,880)          |
| <b>Financial Plan Balance</b>    | <b>-</b>             | <b>-</b>             | <b>-</b>             | <b>-</b>             | <b>-</b>             |

**Schedule B**

Current Revenue Portions by Funding Source for Operating (excluding borrowing and transfers form reserve/surplus):

|                                   |                    |                |
|-----------------------------------|--------------------|----------------|
| Taxation                          | 31,540,871.01      | 23.48%         |
| Grants in Lieu                    | 254,519            | 0.19%          |
| Business & Local Improvement Levy | 403,875            | 0.30%          |
| Collections for Other Governments | 21,375,873         | 15.91%         |
| Sale of Services                  | 6,850,024          | 5.10%          |
| Electric Utility Fees             | 42,075,442         | 31.32%         |
| Sewer Utility Fees                | 5,615,077          | 4.18%          |
| Water Utility Fees                | 8,466,692          | 6.30%          |
| Storm Water Utility Fees          | 172,729            | 0.13%          |
| Other Revenue                     | 12,261,428         | 9.13%          |
| Fiscal Services                   | 3,036,330          | 2.26%          |
| Grants                            | 1,695,343          | 1.26%          |
| Donations                         | 10,000             | 0.01%          |
| Development Cost Charges          | 600,000            | 0.45%          |
|                                   | <u>134,358,203</u> | <u>100.00%</u> |

Current Property Class Multiples:

| <b>Ratio</b>   | <b>2018</b> | <b>2017</b> | <b>2016</b> | <b>2015</b> |
|----------------|-------------|-------------|-------------|-------------|
| Residential    | 1.000       | 1.000       | 1.000       | 1.000       |
| Utilities      | 6.510       | 5.930       | 5.000       | 4.028       |
| Light Industry | 1.670       | 1.580       | 1.580       | 1.524       |
| Business       | 1.660       | 1.580       | 1.580       | 1.625       |
| Rec/Non-Profit | 1.420       | 1.390       | 1.350       | 1.350       |
| Farm           | 3.260       | 2.060       | 2.250       | 2.760       |

**Use of Permissive Tax Exemptions**

In 2016, Council passed Bylaw 2016-57 to exempt certain properties from taxation in the next three years (2017-2019). In 2017, Council passed amending Bylaw 2017-61 to exempt certain properties from taxation in 2018. The Bylaw contains the list of properties and the estimated amount of tax revenue forgone (\$485,263). The list of properties includes religious institutions, historical societies, recreational facilities, and service organizations that form a valuable part of our community. These organizations have demonstrated to Council that their services support our residents and community.

**Use of Revitalization Tax Exemptions**

Revitalization tax exemption bylaws were introduced in Penticton in 2010 to provide economic incentives for specified key areas within the City. The specified areas include the downtown, the industrial areas, and other strategic areas of the city. Bylaws 2014-04, 2014-44, and 2015-52 provide for tax exemptions in the specified areas in the City.

**Bylaw No. 2018-64**

*A Bylaw to Amend Zoning Bylaw 2017-08*

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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. 2018-64".

2. **Amendment:**

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

Rezone that part of Lot 24, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District Plan 932, located at 337 Hastings Avenue, as shown on Schedule 'A', from R2 (Small Lot Residential) to RD2 (Duplex Housing: Lane).

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

Rezone that part of Lot 24, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District Plan 932, located at 337 Hastings Avenue, as shown on Schedule 'A', from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing) and by adding the following site specific provisions to section 10.8.4:


.3 "In the case of Lot 24, Group 7, Similkameen Division Yale (Formerly Yale-Lytton) District, Plan 932, located at 337 Hastings Avenue, the following regulations shall apply:

- Minimum lot width of 14.6m;
- Maximum Density, Floor Area Ratio (FAR) of 0.90;
- Maximum Lot Coverage of 48%;
- Maximum Building Height of 7.0m;
- Minimum Interior Side Yard of 1.6m; and
- Waive the requirement for one (1) visitor parking space.

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

|   |    |        |                 |
|---|----|--------|-----------------|
| READ A FIRST time this  | 4  | day of | September, 2018 |
| A PUBLIC HEARING was held this                                    | 18 | day of | September, 2018 |
| READ A SECOND time this   | 18 | day of | September, 2018 |
| READ A THIRD time this  | 18 | day of | September, 2018 |
| RECEIVED the approval of the<br>Ministry of Transportation on the | 25 | day of | September, 2018 |
| ADOPTED this  |    | day of | , 2018          |

Notice of intention to proceed with this bylaw was published on the 7 day of September, 2018 and the 12 day of September, 2018 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 25 day of September, 2018  
  
for Minister of Transportation & Infrastructure

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John Vassilaki, Mayor

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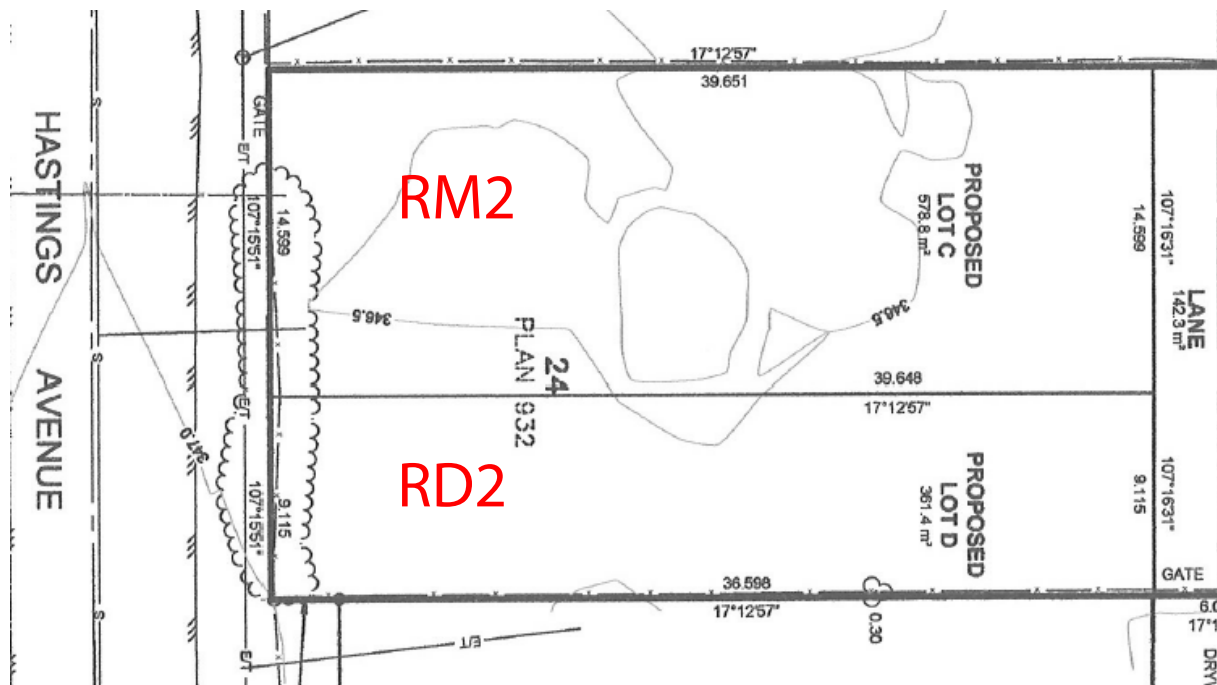
Angie Collison, Corporate Officer

# 337 Hastings Avenue

Rezone a portion of the lot from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing) and add the following site specific provisions to the RM2 zone:

- Minimum lot width of 14.6m;
- Floor Area Ratio (FAR) of 0.90;
- Maximum Lot Coverage of 48%;
- Maximum Building Height of 7.0m;
- Minimum Interior Side Yard of 1.6m; and
- Waive the requirement for one (1) visitor parking space, and

Rezone a portion of the lot from R2 (Small Lot Residential) to RD2 (Duplex: Housing Lane)



## City of Penticton – Schedule 'A'

### Zoning Amendment Bylaw No. 2018-64

Date: \_\_\_\_\_

Corporate Officer: \_\_\_\_\_

# Council Report

penticton.ca

**Date:** December 18, 2018 **File No:** Civic – PL008390  
**To:** Peter Weeber, Chief Administrative Officer  
**From:** Ken Kunka, Building and Permitting Manager  
**Address:** 2965 South Main Street  
**Subject:** **Liquor Primary Application – Penticton Seniors Drop-In Centre Society**

## Staff Recommendation

THAT Council recommend to the Liquor and Cannabis Regulation Branch (LCRB) that it support the Liquor Primary License application, for the Penticton Seniors Drop-In Centre Society, located at 2965 South Main Street, with hours of Liquor Primary service from 2:00 pm to 11:00 pm, Sunday to Saturday.

## Strategic priority objective

N/A

## Background

On November 20, 2018 staff introduced the proposed licence application and Council resolved:

480/2018 **It was MOVED and SECONDED**

THAT staff be directed to commence public notification of the proposed Liquor-Primary License for the Penticton Seniors Drop-In Centre, located at 2965 South Main Street;

AND THAT staff report back to Council at their meeting on December 18, 2018 with the results of the public consultation for Council's consideration.

CARRIED UNANIMOUSLY

During the initial report presentation, concerns related to ensuring public notice would be delivered in a timely manner during the Canada Post job action were discussed. Staff confirmed that the period of public consultation would include a 30 day period and site signage notification. Based on comments received to date, staff are confident that the necessary notification requirements were met.

## Site Context

The subject property is zoned P1 – Public Assembly and the existing use meets Zoning regulations. There are no restrictions on the hours of operation under the Zoning Bylaw. The property is located in a mixed residential and commercial area (Map – Attachment A).

Current land uses near the proposed property include:

- East – residential, commercial and places of worship;
- North – mixed residential;
- South – mixed residential; and
- West – mixed commercial, institutional and residential.

### **Liquor and Cannabis Regulation Branch (LCRB) requirements**

Local governments are requested to ensure that resolution for Liquor Primary Application are to take into consideration the following criteria:

- The location of the establishment;
- The person capacity and hours of service of the establishment;
- The impact of noise on nearby residents;
- The impact on the community if the application is approved; and
- The view of the residents and a description of the method used to gather views.

The uses proposed are defined by the Liquor Control and Licencing Branch (LCLB) as follows:

"Liquor primary" – refers to a licensed establishment where the service of liquor, as opposed to food, is the primary focus of the business.

On September 24, staff had completed an initial technical review of the application and provided Local Government/First Nation (LG/FN) Confirmation of Receipt of Application, which has engaged the parallel review process with the Liquor and Cannabis Regulation Branch (LCRB). Local government is requested to complete final local government consideration and provide resolution within 90 days of application. The final resolution must take into consideration:

### **Financial implication**

Mandatory public consultation notification costs will be offset through the City's Liquor application review fees.

### **Analysis**

As part of the Liquor and Cannabis Regulation Branch (LCRB) requirements, the City has conducted an assessment of the technical criteria as well as conducting a public consultation review. In consideration of criteria, the following information has been provided from the City's Liquor Licensing Technical Review Committee (LLTRC) with regards to this application.

### **Location of establishment, person capacity and hours of service**

- South Main is classified as an Urban Collector Commercial route.
- There is ample off-street parking at the existing facility.
- There is a mix of residential, commercial, and institutional uses in the area. There have been existing events operated under special occasion liquor licences with no complaints on record. Specific measures regarding security will be controlled through the Liquor Primary regulations.
- There are no liquor establishments within the near vicinity of the proposed use.
- Final confirmation of the south west lounge occupant load and exit will be confirmed prior to final occupant load signage for LCRB final consideration.

Staff and the LLTRC do not foresee any issues related to traffic, parking and use. Noise, traffic and security requirements are regulated under current City regulations and with the LCRB Liquor Primary licence regulations.

Please refer to original community impact statement provided by the applicant (Attachment C).

**The impact of noise on nearby residents:**

No concerns were raised by staff or the LLTRC related to potential noise issues.

Any potential impact to the surrounding neighborhood will be governed by the City's existing regulations.

**The impact on the community if the application is approved:**

There are 3 schools (including Concordia Lutheran Church and School, 3 places of worship and the Trinity Care Centre) within 100m of the Drop-In Centre.

Based on the proposed use of the liquor licence, staff and the LLTRC do not foresee any significant negative impacts to these groups and the surrounding residential community.

**Public Consultation**

As per the Liquor Control and Licensing Act, the City is required to gather comments or concerns of the residents with the area of the proposal, to be considered in concert with the proposal. As such, a notice of application and request for comment was mailed out to the residents within 90m of the subject property (Attachment B) and a public notice sign erected along the street frontage. Two ads were also placed in the local newspapers.

As a result, some general phone inquiries were received as well as one written notification by the time of creation of this report. The letter received and included as Attachment D. The concerns related to the application

- Proximity to schools,
- Potential for increased noise,
- Potential increase in liquor events
- Security measures,
- Potential for drinking and driving
- Inappropriate use in City park.

These concerns have been forwarded to the applicant to provide comment on for the December 18, 2018 council meeting.

**LLTRC Recommendation:**

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

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 LCRB.

**Alternate recommendations**

1. THAT Council deny support for the Penticton Seniors Drop-In Centre Liquor Primary application.
2. THAT Council refer the Penticton Seniors Drop-In Centre Liquor Primary application back to staff for further review.

**Attachments**

- Attachment A – Site Plan
- Attachment B – Public Consultation Map
- Attachment C – Original community impact statement
- Attachment D – Public Consultation comments

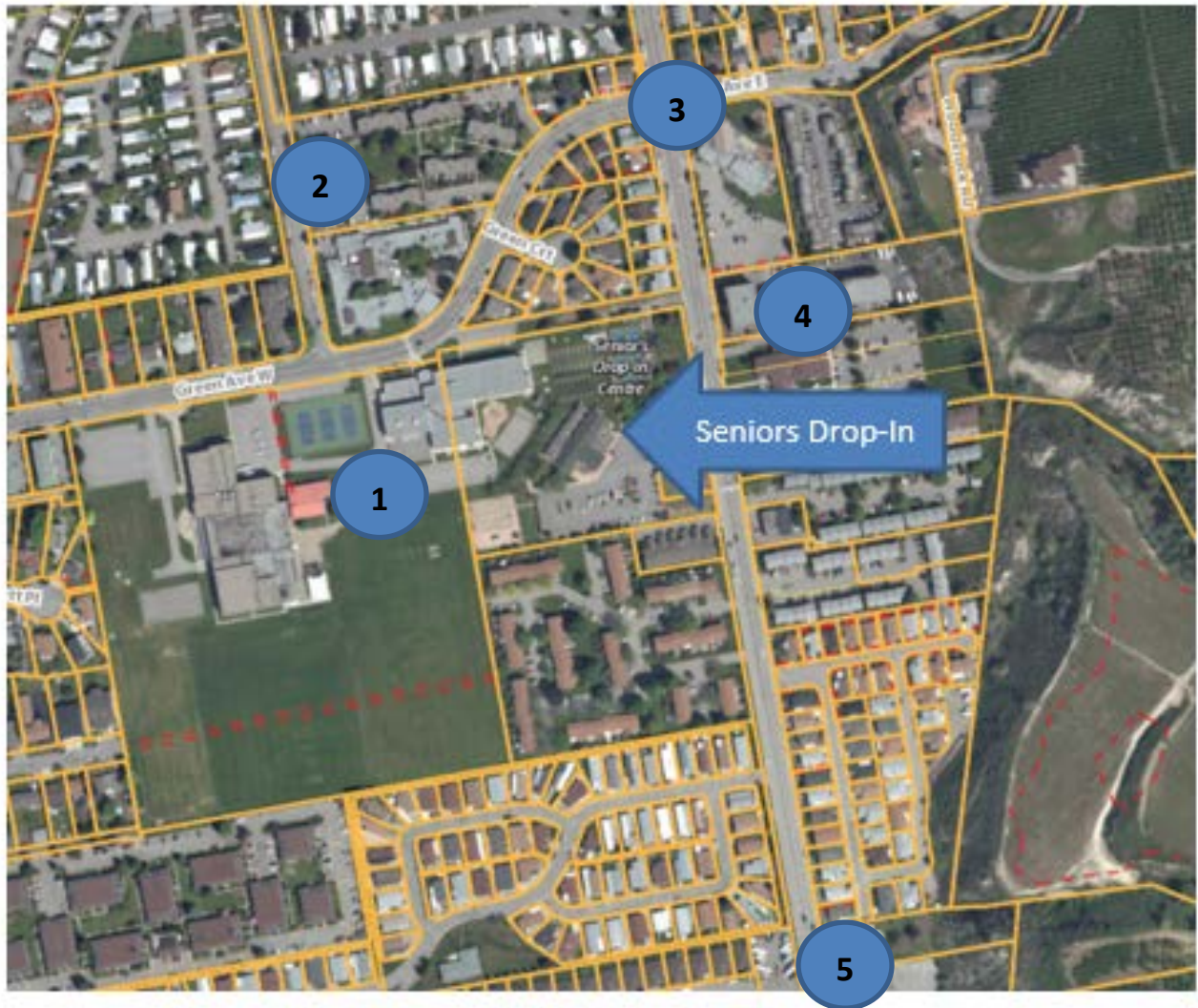
Respectfully submitted,



Ken Kunka ASCT, RBO  
Building and Permitting Manager  
LLTRC Chairperson  
Approvals

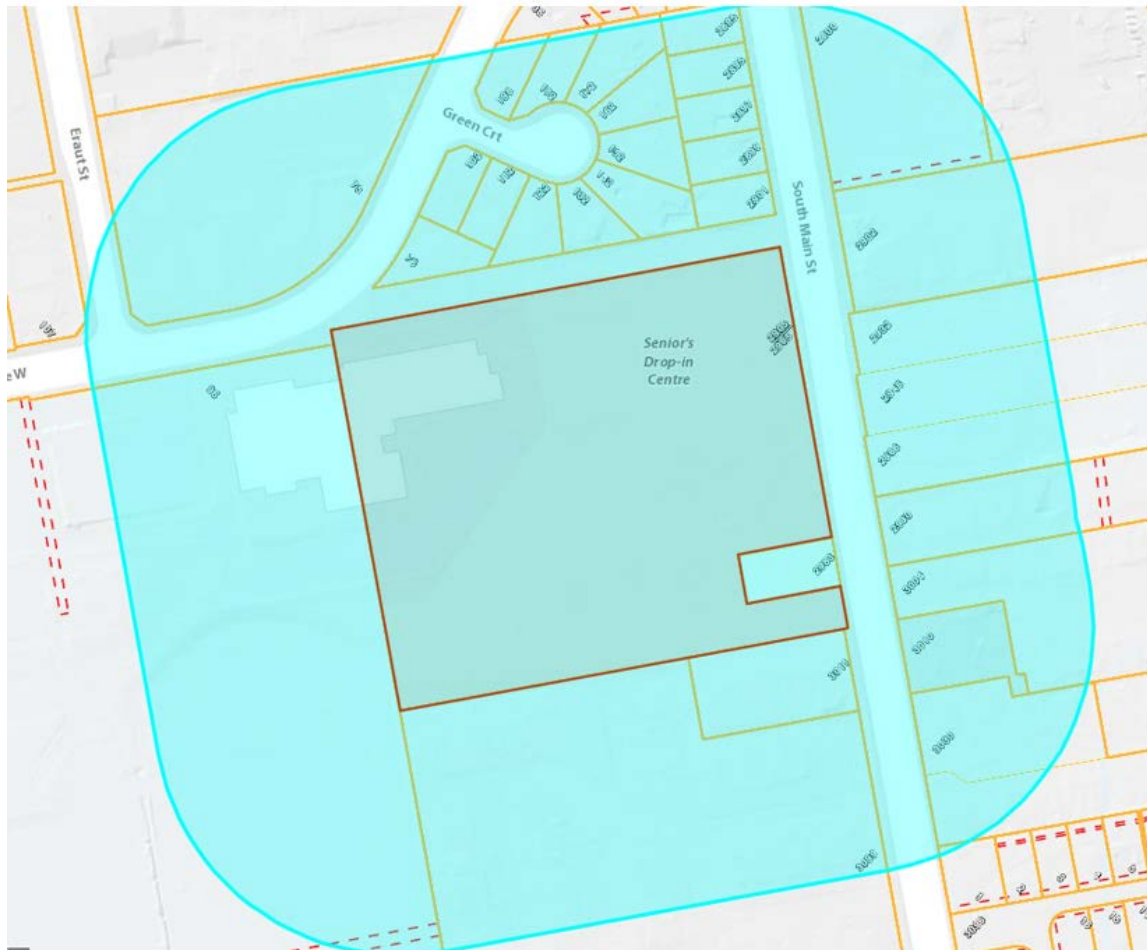
|                       |               |
|-----------------------|---------------|
| Director<br><i>AK</i> | CAO<br><br>PW |
|-----------------------|---------------|

### Attachment A Site location and Social Institutions



1. Skaha Lake Middle and Princess Margaret Secondary School.
2. Trinity Care Centre
3. Concordia Lutheran Church and School
4. The Church of Jesus Christ Latter Day Saints
5. Penticton Sikh Temple

### Attachment B Public Consultation Map



**Attachment C  
Original Letter of Intent**

**Penticton Seniors' Drop-In Centre Society**

**LETTER OF INTENT**

The primary focus of the centre is to provide seniors with a variety of activities suited to the needs of seniors in our area. These activities as an example would include line dancing, social dancing, monthly social dinners, and weekly lunches, also activities such as crib playing, bridge, bingo, mah jong, floor bowling, and yoga exercise as well computer instruction.

The normal business hours of the centre are 9:00am to 4:00pm with evening activities usually occurring between 7:00 pm and 9:00pm. Liquor service would be required during social dances, usually a Friday evening and once a month social dinners which would be on a Saturday between the hours of 4:00pm to 7:00 pm. In addition, we would have special events such as a New Years days dance.

Our social dinners provide buffet style meals with coffee, tea, water as well as wine. (currently under Special Event Permit) Our social dances always provide a variety of snacks and of course coffee, soft drinks or water.

The composition of the neighborhood is residential, however the centre building is located on a very large lot surrounded by a bocce court, a horseshoe court and a pickleball court and a parking lot consisting of 135 parking spaces.

The potential for noise has never been a factor in our operation.

In the operation of the centre over the last nineteen years of operation, there has never been an incident causing a disturbance with nearby residents and any potential of disturbance would not be tolerated.

The centre in the past has served alcohol at social dinners and Friday night dances under Special Event Permits in order to meet the many requests of our regular clientele. Although there is not a great deal of alcohol consumed at our functions, it certainly would be advantages for the centre to serve alcohol under a primary permit instead of special event permits. With our social dinners and Friday night dances and including other special events, we would total about 40 events per year where we would serve alcohol.

**Attachment D**  
**Letter of Concern**

NOVEMBER 28, 2018

Submitted to: Corporate Office City of Penticton

RE: Penticton Seniors' Drop-In Centre Society LIQUOR PRIMARY LICENCE

From: David Tulk 112 Green Court, Penticton

Please include the following the documentation of the application " Penticton Seniors' Drop-In Centre Society LIQUOR PRIMARY LICENCE" File No: Civic – PL008390

Firstly, I apologize in advance for any typos in this document. My paid editorial staff consist of..no one.

The following are my concerns:

**NOISE**

I live adjacent to the Subject Property.

From inside my house I hear noise from the Subject Property.

I work weekends and early mornings and I work from home. I have visitors that work shift work.

There are only 24 days (Fridays and Saturdays) in the summer (June, July and August). These are days indicated in the "letter of intent" slotted for events. These are probably the most prime days, and evenings of the entire year, I don't want to put up with any noise on those days.

The summer is when the school is closed, (which is also adjacent to my residence.) This means not a lot of noise from the school.

Planned parking as presented in planning discussions for the subject property (October 24, 2018 open house) may include the utilities corridor along the north side of the subject property, directly south of my property.

There is an existing, documented noise issue with pickle ball on the subject property that has not been resolved (documented October 24, 2018 open house at the Subject Property). In addition, the existing pickle ball courts were not properly put through a public process by the City. (This relates to a statement in the "letter of intent").

**SECURITY**

Exit paths/roads from the subject property pass through my neighbourhood.

The subject property is adjacent to: residences, a middle school, across the street from churches, one which includes a day care and Trinity Centre care facility is in the area.

Crime in Penticton has been linked to the exit paths from locations with Liquor Primary licences. Some people leaving such properties will commit crimes as they head away from the site to their residences. Typically the crimes relate to property, assault, drunk driving and public disturbance (refer to mapped stats on the location and times of crimes previously available in the "Penticton Western" in 2002, ask the RCMP).

Holding liquor related events with large numbers of people will require the attention of the police. currently the liquor primary licence holders in Penticton are located North and West of the subject property. Adding the Subject Property to the list of sites will draw the policing resources away from other sites. I believe no plan/budget/evaluation of added resources has been considered by anyone involved in this licence application.

During public meetings concerning the plans for the Subject Property ( October 24, 2018 open house) , It was noted that the Penticton Seniors' Drop-In Centre has no security on site during operating hours, and has not budgeted for, or addressed the need for it. Currently anyone can walk into the building, do as they please, and walk out without being detected, confronted or removed.

## DOCUMENTATION

If a licence were granted, without restrictions, there is nothing to stop the growth in the number of events, and extended hours of operation from its current condition. Even if there are restrictions in place, there is nothing to stop further, seemingly minor changes to be accepted over time, acting as the thin edge of the wedge in allowing more events and longer hours. Unfortunately, as well , there is nothing to stop the Centre from making similar Liquor Primary licence requests, which will require further effort on my part to again present my concerns.

The "Public Notice" documentation appears sloppy. There is a typo in the public notice. The document refers to a "liqOur primary", a "liquor primary" and not a "liquor primary licence". What is a "Liquor Primary"? Is it a qualifying round of a drinking contest? There is no File number for reference, hopefully there is only one public notice related to the Subject Property (File No: Civic – PL008390 appears on the 'council report' buried in the 'regular agenda package' buried on the city web site). The map insert does not show the land swap with the adjacent school for land to the South West, which means the radius for public consultation is possibly wrong. The Cities website does not have an easily accessible link to corpadmin@penticton.ca, and links are shown but are not connected in various locations on the website. At least up to about November 18, 2018, the email link to the Mayor was defective.

The floor plan presented in the council report is deficient. The doors between the barley max room and the great hall are not shown, there may be other omissions. This makes the report related to the fire department referral suspect.

### **The community impact letter (attachment C) (Letter of Intent)**

The community impact letter (attachment C) (Letter of Intent) of the council report, November 20, 2018, Is misleading: (copy attached)

As mentioned above under NOISE, there is an existing, documented noise issue with pickleball on the site that has not been resolved.

The number of events mentioned in the letter of intent is suspect/open to interpretation. There are about 48 Fridays in a year, along with 12, "once a months" and possible one new years day (not on Friday or included in the "once a month".... That amounts to about 61 events a year, not "about 40" as mentioned in the letter. Which is it?

The 'special events' do not indicate the time of day. The latest time mentioned is 9pm for evening activities (not serving alcohol). I suspect any special event has the potential to run till 11 pm, especially New Years, and would typically involve extra time to deal with stragglers and 'Last Call' drinkers. the actual hours of service being requested are absent. They only appear in the the "Back ground" section of the council report, and the public notice. Is this what the Centre actually wanted? Why leave it out of the letter of intent? (Primary Licence with hours of service from 2:00pm to 11:00pm Sunday to Saturday.)

The letter does not indicate any effort to check with the neighbourhood to confirm disturbance issues. The only police reports that can be linked to the centre are those of disturbance complaints by neighbours. However, as a neighbour the noise has disturbed me, but the proper channel for dealing with the complaint at the time, without wasting RCMP resources, would have been to contact Bylaw. which until recently did not work during the hours when the disturbance took place, and as their policy /practice was to witness the disturbance for themselves. (Not possible when they didn't work evenings).

No statistics or investigations have been done related to disturbances that took place off the Subject property, but originated from an event being held at the site.

The letter fails to address resources for security on the site or for the surrounding neighbourhood.

The letter fails to address future potential problems only saying what has happened in the past 19 years...WITHOUT a Liquor Primary Licence.

The letter says the building is located on a large lot, yet you can throw a beer can from the subject property and hit my house.

The letter says disturbances would not be tolerated, yet has no security measures and has no control of people once they leave the site.

The letter seems to confuse a 'Liquor Primary" licence definition, and wants to use the Liquor Primary licence as a more efficient/cost effect way around the liquor laws. ("Liquor primary" – refers to a licensed establishment where the service of liquor, as opposed to food, is the primary focus of the business.)

Liquor Primary licence is more for Bars and Taverns, not social dinners and buffet events.

I understand the special event permit process appears inefficient. The problem is the legal restrictions and related bureaucracy the Centre faces. Corrupting the Liquor Primary Licence to meet the wants of the Centre is unacceptable.

A concern is the potential for misuse of the abilities a Liquor Primary Licence. Any licence related to the sale of alcohol is a licence to print money. Potentially, logically, with the liquor primary licence the Centre will exploit the license to increase their revenue by expanding booking for events, and extending hours of operations. The primary purpose of the selling of alcohol is to generate revenue. The Centre certainly needs fund raising options and ideas. Selling liquor is just a quick and easy way to do it with ignoring related consequences on or off the site.

#### OTHER

Not an appropriate part of the City. The site was given to the city years ago. Its location was not chosen or specifically planned for liquor based events.

Not an appropriate use of city park and related facilities.

The licence application conflicts with the intent of the recent open house planning exercise for the site (October 24, 2018). Participants were being assured by city staff that the process would look at what was best suited for the site.

It appears the council report is flawed in its direction. The community impact letter (attachment C) (Letter of Intent) of the council report, has deficiencies which should have been at least worked out with the Centre before using resources to proceed with presenting it to council and the public process.

Becoming a Liquor Primary licensed site puts the Centre, (and the city) in direct competition with private facilities that offer the same product. Facilities that pay taxes and staff (who also pay taxes) and are chasing the same finite disposable income. Simple economics that the council report fails to address.

The participation of the Mayor, who has great insight, an understanding of the neighbourhood, and experience with city matters is unable to participate in this matter. (Has a conflict by having a business interest in one of the liquor stores nearest the Site.) The Mayor cannot be held accountable for this Licence application issue.

Allowing this application to be approved "as is" sets a precedent. It would allow all the: deficiencies, errors, misleading documents, inappropriate use of licensing, ignoring existing planning and public input, unfair competition involving the City, lack or regard for public safety and the resources it requires, and the promotion of liquor consumption as a means of supporting a not for profit society.

I recognize the value of the Seniors' Centre, what it has to offer, and the cost and challenges of operating the place. I am also a member of the Seniors' Centre.



**PENTICTON SENIORS' DROP-IN CENTRE SOCIETY**

2965 South Main Street

Penticton B.C. V2A 5J7

Phone: (250) 493-2111 Fax: (250) 493-1149

EMAIL: [psdics@hotmail.com](mailto:psdics@hotmail.com) Webpage: [pentictonseniors.org](http://pentictonseniors.org)

December 11, 2018

Mayor and Council  
City of Penticton  
171 Main Street  
Penticton, BC V2A 5A9

Dear Mayor Vassilaki and City Councillors

**Re: Response to Mr. Tulk's Letter**

This letter is in response to Mr. David Tulk's correspondence of November 28, 2018 submitted to the Corporate Office of the City of Penticton in which Mr. Tulk expresses reservations regarding the Penticton Seniors' Drop-In Centre's (PSDIC) application for a Primary Liquor License and the possible negative impact it may have on the neighbourhood if the license were granted.

To begin, Mr. Tulk expresses his concern about noise. However, the issues listed do not appear to be about noise from the PSDIC but rather about the noise generated by activity on the existing pickle ball courts. In twenty years, the PSDIC has never received a noise complaint as a result of activities sponsored by the Centre and, therefore, this fear has no foundation and, in our opinion, does not relate to the PSDIC and should have no bearing on the City's decision regarding our request for a Primary Liquor License.

Mr. Tulk goes on to express concern about security and how crime is linked to exit paths from locations with Primary Liquor Licenses. Our members use the parking lot at the front of the building. They do not wander through the grounds once they leave the building. Even if a new parking area is established to accommodate the increased number of cars resulting from an expanded pickle ball area, our members will, in all likelihood, still choose to use our parking lot for convenience, for safety and for age-related reasons. Members of the PSDIC are aged 50+ and, in our experience, are sensible, responsible and respectful and not prone to vandalizing or destroying property.

Mr. Tulk's concern regarding the need for an increased police presence if the Primary Liquor License is granted is unfounded, in our opinion. Liquor (wine and beer) would be served only at the following PSDIC's sponsored functions: Friday night dances, our monthly social dinner, which is held on the second Saturday of every month, and some special events. The number of attendees at these events averages between 40 and 120 people. The average time of a function is 3 to 4 hours. Our records show that number of drinks sold at our events is small (i.e. December's Social dinner with 160 attendees = 58 glasses of wine sold). And, in our experience, nobody has ever left a PSDIC function, where alcohol has been served, intoxicated.

It is true that the Centre is open to public between the hours of 9:00 and 4:00 pm during the week with no designated security. Security has not been needed in twenty years of operation and we question why it would be needed now. It is not our intention to operate a full time drinking establishment where people can drop in at any time to have a drink. If that were the case, certainly, increased security would be warranted. Contrary to what Mr. Tulk suggests, we are not, nor do we plan to be in competition with businesses,

whose livelihood comes from selling spirits. We only want our members and guests to be able to enjoy a glass of wine or a glass of beer when they attend a dance, a dinner or a special function at the PSDIC.

As to the number of events, Mr. Tulk suggests that we have underestimated the number, which he calculates is closer to 61 rather than the 40 indicated in our Letter of Intent. Dances do not happen every Friday night. They don't take place during the summer months and if the Great Hall has another booking like the Blood Donor Clinic then the dance is cancelled. So, the number of Friday night dances that are held over the year amounts to about 30 not 48 as Mr. Tulk writes. Also, the number of special events is small, perhaps 3 or 4 a year and our monthly dinners are held once a month for 10 months of the year. Thus the total number of functions that would have alcohol available for purchase would be around 43, very close to what we originally indicated.

Yes, the sale of alcohol will generate money for the Centre. And yes, as a non-profit we are always looking for new revenue streams. But, given the limited number of times alcohol will be available and given the small quantity of drinks sold at events, generation of revenue is not our main motivation. However, having alcohol available does affect attendance at events, especially our dances, and that, of course, affects the income generated. Our prime stimulus for including the option of having a drink with dinner or while attending a dance is to be responsive to the expectations of our members. We are a facility that caters to a wide age span whose interests and expectations are diverse and continue to evolve and change.

As for Mr. Tulk's concern about the appropriate use of a city park and related facilities, at no time would alcohol be for sale or consumed outside of the building. Alcohol in Penticton parks already happens in the form of Beer Gardens at Festival events such as Elvis; Beach Cruise and Rib Fest.

Finally, Mr. Tulk also suggests that once a Primary Liquor License is obtained, the PSDIC Board of Directors will seize the opportunity and expand the number of events where liquor is sold. It is important that Mr. Tulk understands the Board of Directors at the PSDIC is committed to overseeing the daily operations of the PSDIC with integrity, honour and sincerity. To act in any other way would betray the position of trust the Directors have assumed.

Thank you for opportunity to address Mr. Tulk's concerns. The Board of Directors of the PSDIC hopes that City of Penticton sees that the ability to sell wine and beer at social functions enhances the overall experience for some members when attending a PSDIC function and will view our request for a Primary Liquor License favourably

Sincerely,

Mignonne Wood, Vice President  
Board of Directors  
Penticton Seniors' Drop-In Centre

cc Ken Kunka  
Building and Permit Manager

---

**Subject:** FW: New Liquor Primary at 2965 South Main Street

**From:** CHRIS COUSINS

**Sent:** November-28-18 2:40 PM

**To:** corpadmin

**Subject:** New Liquor Primary at 2965 South Main Street

Sent from Mail for Windows 10

Attn: Corporate Officer

My name is Chris Cousins, I have been a resident of Penticton since my birth here in 1955. I presently own and live at 103 - 2990 South Main Street, Penticton across the street from the Seniors' Drop-In Center at 2965 South Main Street, Penticton. I received a Public Notice in the mail the other day, from the City of Penticton, and wish to respond as follows:

I am in favor of the Seniors' Drop-In Center having a New Liquor Primary. Thank you.

I may be reached at home by phone, should you require confirmation of the above, or to further discuss this issue.

Thank you, Chris Cousins, Penticton.

December 12, 2018

City of Penticton

171 Main Street, Penticton, BC

V2A 5A9

Dear Mr. Mayor and Members of Penticton Council:

This letter is in support of the Primary Liquor licence application submitted by the Penticton Seniors' Drop-In Centre Society. I am a member of the Centre and live in the neighbourhood where the facility is located.

The Drop-In Centre is a self funded registered non-profit Society operating a seniors' centre at 2965 South Main Street. The centre currently has 868 members making it one of the largest senior centres in British Columbia. The centre expects to have over 1000 members by the end of 2019.

The Penticton Seniors' Drop-In Centre has a long and distinguished history of providing a valuable service to seniors in Penticton and continues to make a significant contribution to the quality of life for countless seniors who participate in recreational, cultural, social and learning activities not found elsewhere in the city.

Liquor is currently served at the centre, but only under special licence for approximately 40 special social events held throughout the year. These are not large events. Many are less than 100 people, and the alcohol sold is primarily wine.

Currently, the Centre has to apply for special liquor permits for each event which requires a significant amount of volunteer hours and a cost of approximately \$5000 annually. With the onetime cost of a primary liquor licence and an annual renewal fee of approximately \$400, there will be a significant reduction in costs to the centre over time. Also volunteer hours to apply for licences can be diverted to other activities.

There have been comments in the press and a submission for a residential homeowner in the area to council expressing concern that the Seniors' Centre would be operating a public drinking establishment such as a pub or nightclub.

.../2

-2-

This is not true.

**The Penticton Seniors' Drop-In Centre has no plans or interest in operating a public drinking establishment.**

The Centre is celebrating its 25<sup>th</sup> anniversary in 2019. The building is 20 years old and is in need of renovation and possible expansion to accommodate the needs of Penticton's senior population. The demand for senior's services is expected to increase proportionally consistent with the national growth of the senior population in the Province and in Canada.

Penticton is becoming a "senior friendly" retirement city, a trend that is expected to increase with the growing senior demographics.

In the 20 years of operations the Centre has never received a noise complaint regarding any of its activities which are totally carried out within the confines of the building. The centre is not open on weekends and its social events are held on Friday and Saturday evenings, most ending before 11 PM.

Of its almost 900 members, 80 per cent are women over the age of 70. Many members are at risk of isolation and loneliness which can lead to various types of mental illness.

The issue of loneliness in the population, primarily seniors is of worldwide epidemic proportion. Recently, the British Parliament appointed a **Minister of Loneliness** to address the problem.

It is proven that people, especially seniors who are involved in social activities, live longer and healthier lives. The Seniors' Drop-In Centre in Penticton strives to address these issues through its social events and other activities and has proven to be a valuable asset to the city of Penticton.

I would, therefore, request the City of Penticton endorse the application of the Penticton Seniors' Drop-In Centre Society's for a Primary Liquor Licence.

Sincerely

Karl Crosby

11 – 3096 South Main St.

Penticton, BC

V2A 8CKc

kc/ml

# Council Report

penticton.ca

**Date:** December 18, 2018  
**To:** Peter Weeber, Chief Administrative Officer  
**From:** Randy Houle, Planner I  
**Address:** 4041 Lakeside Road

File No: 2018 PRJ-235

**Subject: Development Variance Permit PL2018-8406**

## Staff Recommendation

THAT Council approve "Development Variance Permit PL2018-8406" for Lot 23 Block 209 District Lot 190 Similkameen Division Yale District Plan 466, located at 4041 Lakeside Road, a permit to decrease the minimum interior yard of a principal building from 1.5m to 1.0m;

AND THAT staff be directed to issue "Development Variance Permit PL2018-8406."

## Background

The subject property (Attachment A) is zoned R1 (Large Lot Residential) and designated by the City's Official Community Plan (OCP) as LR (Low Density Residential). Photos of the site are included as Attachment D. The subject property is approximately 245.0m<sup>2</sup> (2,637t<sup>2</sup>) in area. The subject property and surrounding lots were subdivided in the early 1900's and have been vacant since then, likely because of the topographical constraints of the lots. The lots drop sharply from Lakeside Road to Skaha Lake and are quite narrow at 9.1m in width. The lots are also affected by a City sewer easement that runs through the lower portion of the lots and are also affected by the riparian assessment area – a setback area from Skaha Lake where no building is permitted.

Despite these constraints, proposals for development have been coming forward on these lots given the current real estate market and desirability to live along the lakefront. Several neighbouring houses are currently under construction. Every house that is currently under construction has been granted a similar variance permit to the one being requested for the subject property.

The subject property is located in a neighbourhood primarily zoned R1 (Large Lot Residential), R2 (Small Lot Residential) and designated by the OCP as LR (Low Density Residential). The draft Official Community Plan, currently under development and anticipated to be adopted early in the new year, similarly identifies this area for detached residential development.

## Proposal

The applicant is proposing to construct a single family dwelling on the subject property. The proposed dwelling is 4 storeys in total height, with a two-bedroom, 1,386 ft<sup>2</sup> residence on the top two floors with

outdoor amenity space. A two-bedroom, 850 ft<sup>2</sup> secondary suite is proposed on the bottom two floors. To construct the dwelling units as proposed, the applicant is requesting a Development Variance Permit to vary the following section of Zoning Bylaw No. 2017-08:

- Section 10.1.2.6.i: to decrease the minimum interior yard of a principal building from 1.5m to 1.0m.

### Financial implication

N/A

### Technical Review

This application was forwarded to the City's Technical Planning Committee (TPC) and reviewed by the Engineering and Public Works Departments. Servicing requirements, storm water management and building code requirements have been identified and will be addressed as part of the building permit process. If the requests for the variances are supported, BC Building Code and City bylaw provisions, such as height restrictions, will apply.

### Development Statistics

The following table outlines the proposed development statistics on the plans submitted with the variance application:

| Item                              | Requirement R1 zone   | Proposed                  |
|-----------------------------------|---|---------------------------|
| <b>Maximum Lot Coverage:</b>      | 40%   | 28%                       |
| <b>Minimum Lot Width:</b>         | 16.0m   | 9.144m*                   |
| <b>Minimum Lot Area:</b>          | 560m <sup>2</sup>   | 245.0m <sup>2</sup> *     |
| <b>Vehicle Parking:</b>           | 2 spaces per dwelling unit + 1 per secondary suite = 3 total  | 3 spaces                  |
| <b>Required Setbacks</b>          |   |                           |
| Front yard (east, Lakeside Road): | 6.0m  | 6.0m                      |
| Rear yard (west):                 | 6.0m  | 10.51m                    |
| Interior yard (north):            | 1.5m  | 1.22m (variance required) |
| Interior yard (south):            | 1.5m  | 1.0m (variance required)  |
| <b>Maximum Height</b>             | 10.5m   | 10.46m (see below)        |
| <b>Other Information:</b>         | <p>- The subject property is located within the Riparian Assessment Area Development Permit Area, thus a development permit will be required prior to issuance of a building permit.</p> <p>- Although it may appear that the building is over height, the definition of <i>Grade, Approved</i> in the Zoning Bylaw states that for determination of building heights, approved grade shall mean the average level across the lowest side of the building, except that localized depressions such as for vehicle or pedestrian entrances need not be considered in the determination of average levels of</p> |                           |

|  |  |
|--|--|
|  | <p>grade. In this case, there is a patio door on the lowest elevation that is not counted in building height (<i>Figure 9</i>).</p> <p>- <i>*The minimum parcel standards (in terms of width and area) only apply when a new parcel is being created, not through development of an existing parcel.</i></p> |
|--|--|

**Analysis**

***Development Variance Permit***

***Support Variance***

When considering a variance to a City bylaw, staff encourages Council to be mindful as to whether approval of the variance would cause a negative impact on neighbouring properties and if the variance request is reasonable. Council should also be mindful of what benefits accrue from approval of the variance, such as increased livability of the property.

The variance below is required to construct a building that is similar in appearance to the neighbouring properties. This will allow for uniform spacing between the five new homes, which lends to a similar look and feel from the lake and the street. As stated above, the variance request is similar to what has been supported by City Council on neighbouring lots.

***Section 10.1.2.6.i: to decrease the minimum interior yards from 1.5m to 1.0m.***

- The applicant is proposing a variance to both to the inter side yards from 1.5m to 1.0m. Due to the narrowness of the lot, an interior yard variance is required to construct an adequately sized house, in line with others in the area. The final elevations will have limited windows and openings due to the proximity to the property line and the requirement to address spatial separation concerns. This will help to reduce privacy concerns for the neighbouring properties.

Further to the above points, in the past two years, variances have been approved on four of the adjacent properties as shown on the following table. The parcels of land along this section of Lakeside Road are not the typical single family lots that existing in the majority of the R1 Zoning within the City. Challenges by their topography, and lakefront setting, development on these parcels into single family dwellings would be close to impossible to comply with the currently R1 Zoning.

| Address            | Council Date      | Front yard variance approved: | Side Yard variance approved: |
|--------------------|-------------------|-------------------------------|------------------------------|
| 4047 Lakeside Road | March 21, 2017    | 3.0m                          | 0.9m (north side)            |
| 4045 Lakeside Road | March 20, 2018    | 3.0m                          | 1.2m                         |
| 4043 Lakeside Road | November 20, 2018 | 3.0m                          | 1.0m                         |
| 4041 Lakeside Road | December 18, 2018 | N/A                           | 1.0m proposed                |
| 4039 Lakeside Road | December 19, 2017 | 3.0m                          | 0.9m (south side)            |

For the reasons listed above, Staff feel that the variance request is reasonable, does not unreasonably impact the adjacent area and recommend that Council support the application.

*Deny/Refer Variance*

Council may consider that the proposed variance will negatively affect the neighborhood and that a smaller dwelling should be proposed within the required setbacks. If this is the case, Council should deny the variance. Staff do not recommend denial of the variance as it would result in a total redesign of the building that would look out of place amongst the neighbouring buildings currently under construction. In staff's calculation given the constraints of the lot, when the required setbacks of the zoning bylaw are applied, a building footprint of only 75m2 (800 sq ft) could be constructed, not providing an adequate internal household area. Staff do not recommend denial of the variance.

**Alternate Recommendations**

1. THAT Council support DVP PL2018-8406 with conditions that Council finds appropriate.
2. THAT DVP PL2018-8406 be referred back to staff with direction for changes to the design.

**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: Floor Plans
- Attachment H: Letter of Intent
- Attachment I: Development Variance Permit PL2018-8406

Respectfully submitted,

Randy Houle  
Planner I

Approvals

|                      |               |
|----------------------|---------------|
| DDS<br><br><i>RH</i> | CAO<br><br>PW |
|----------------------|---------------|

Attachment A – Subject Property Location Map

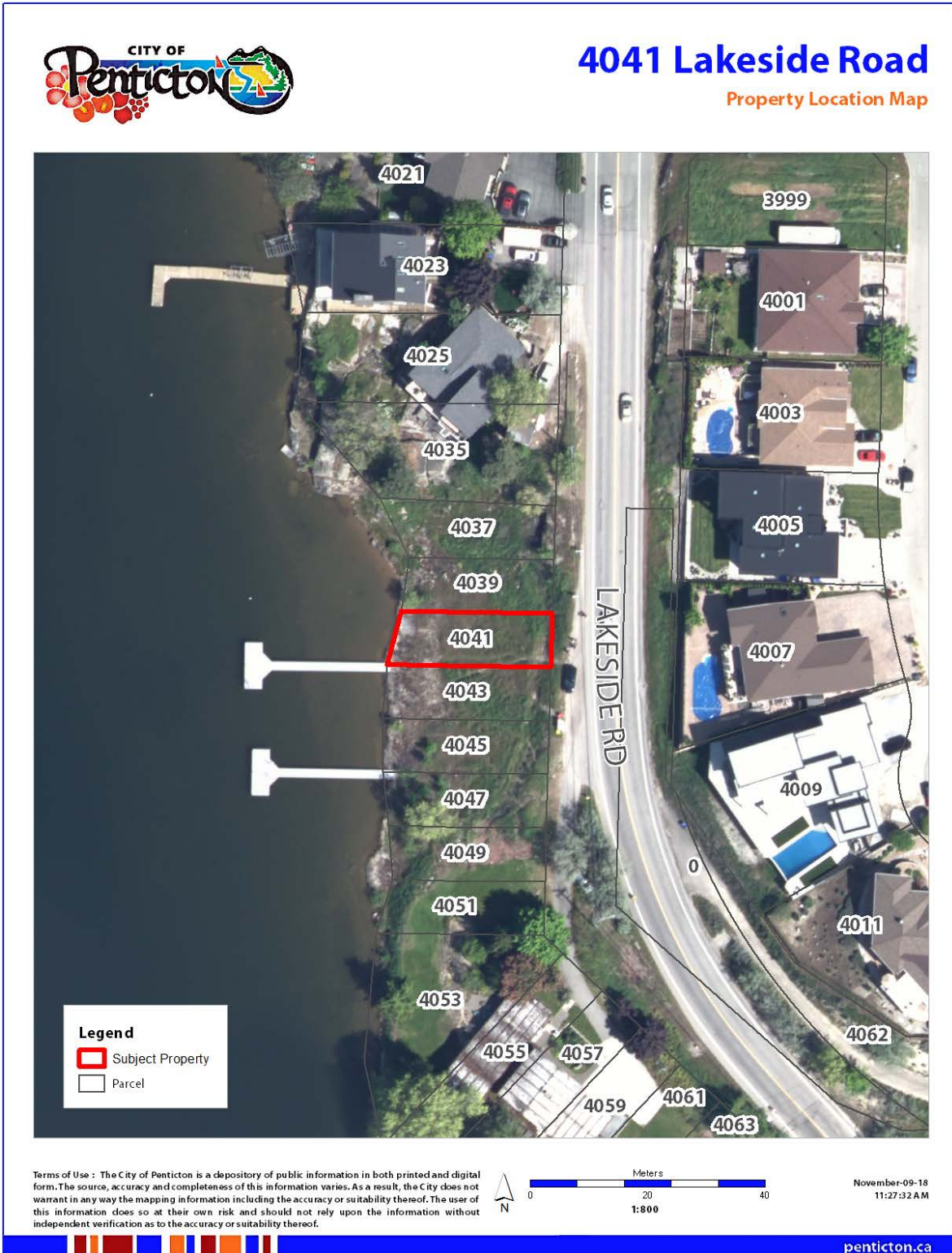


Figure 1: Subject Property Location Map

Attachment B – Zoning Map

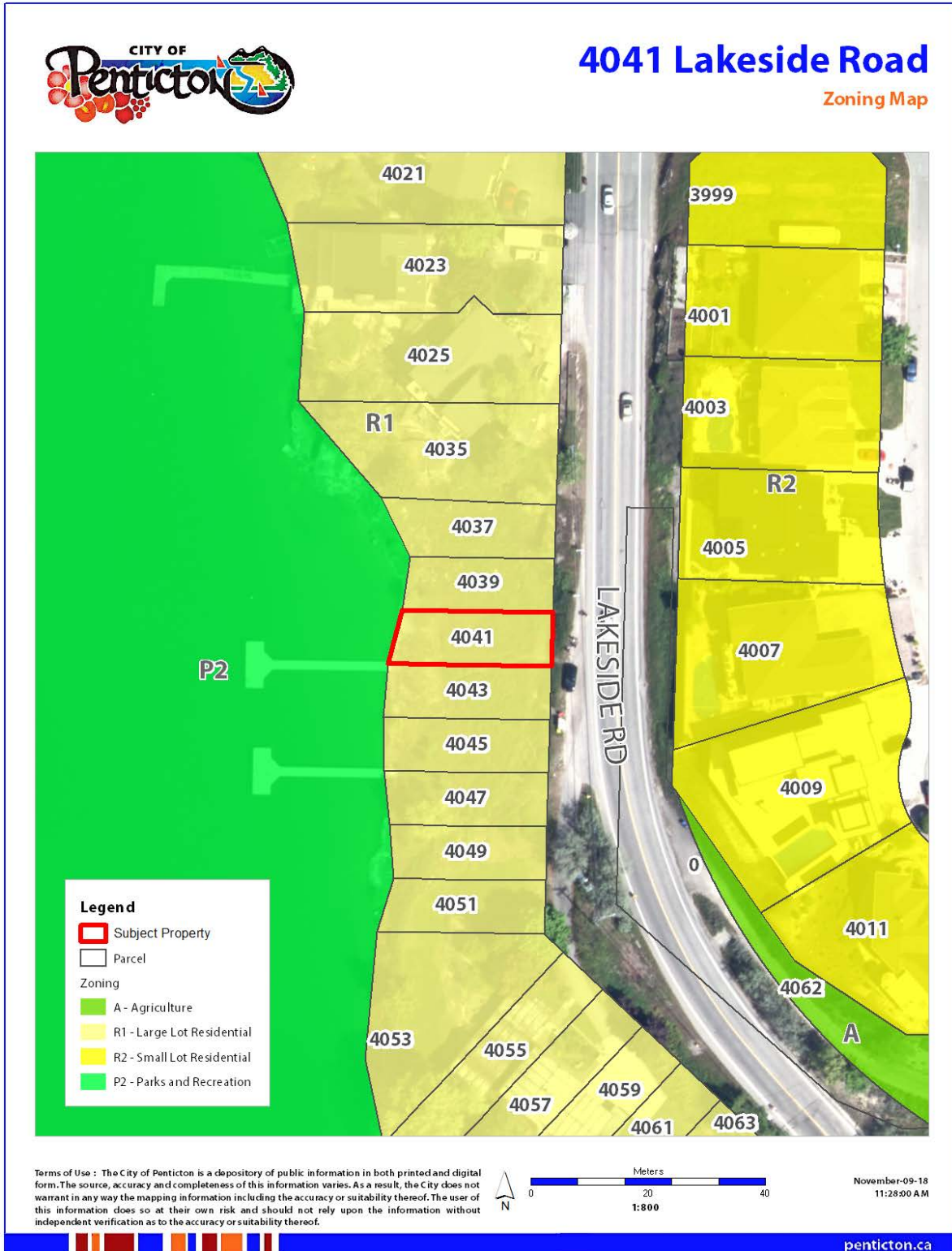


Figure 2: Zoning Map

Attachment C- OCP Map

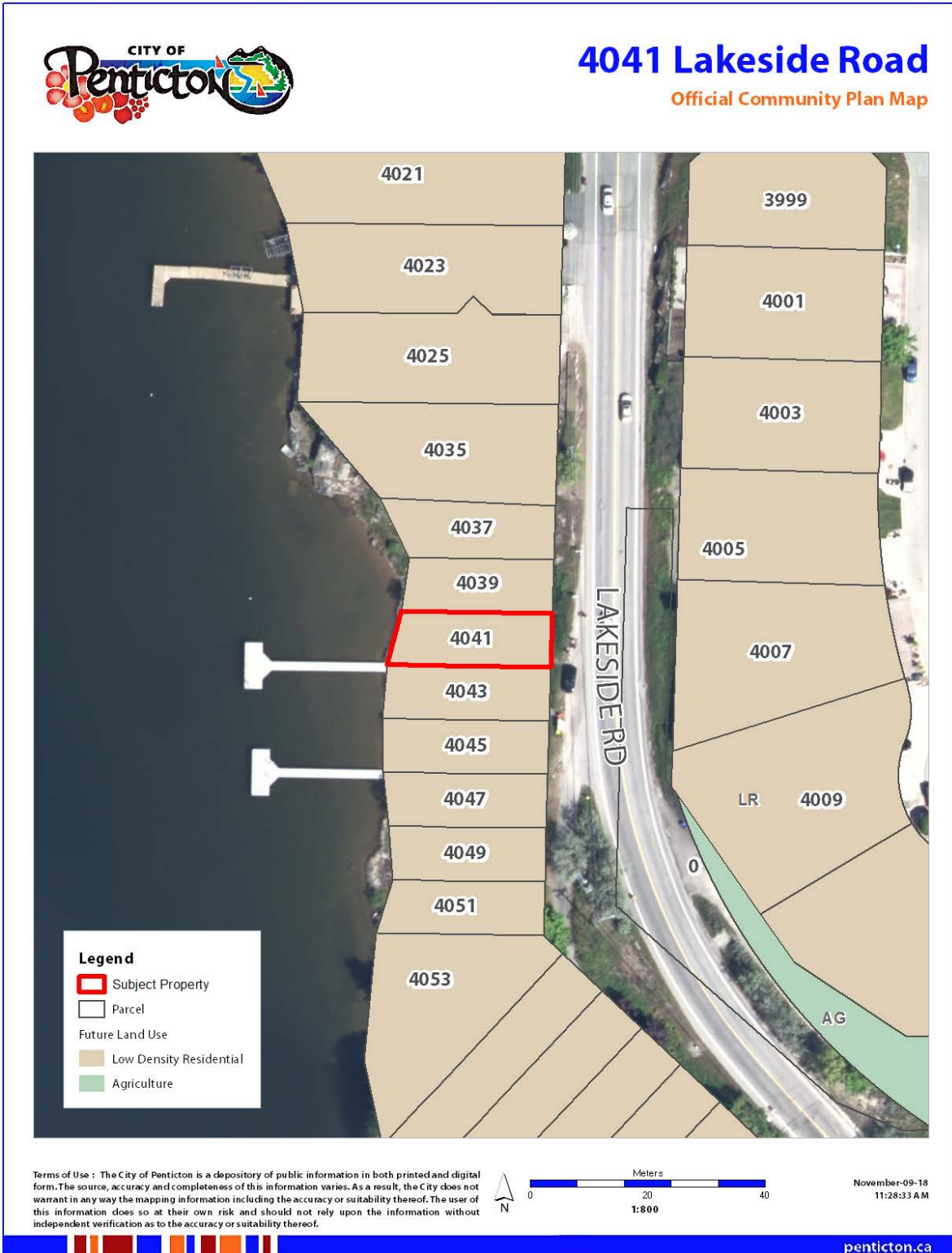


Figure 3: OCP Map

Attachment D – Photos of Subject Property



Figure 4: East View of Subject Property (from Lakeside Road)



Figure 5: North View of Subject Property

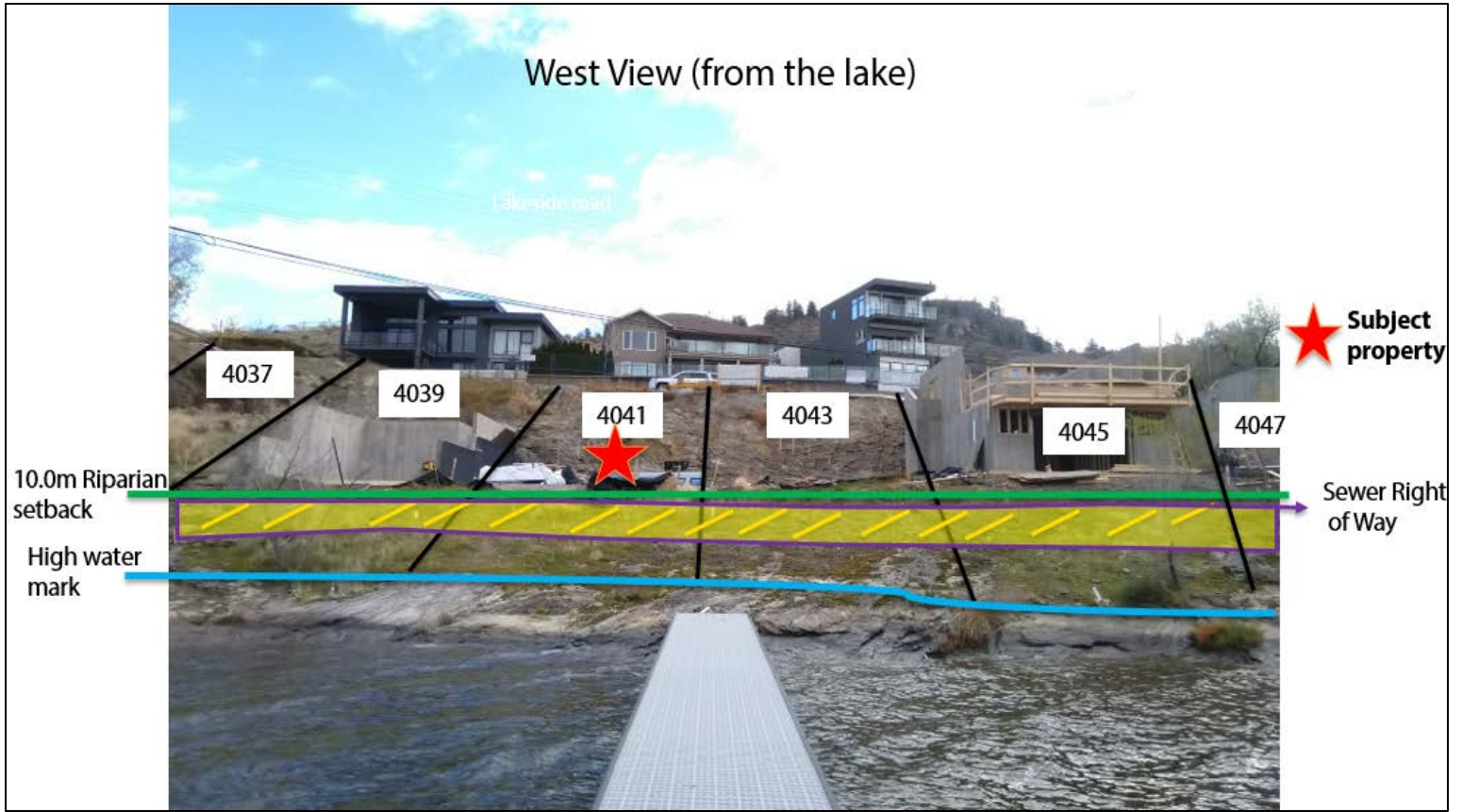


Figure 6: West View showing neighbouring properties

Attachment E – Site Plan

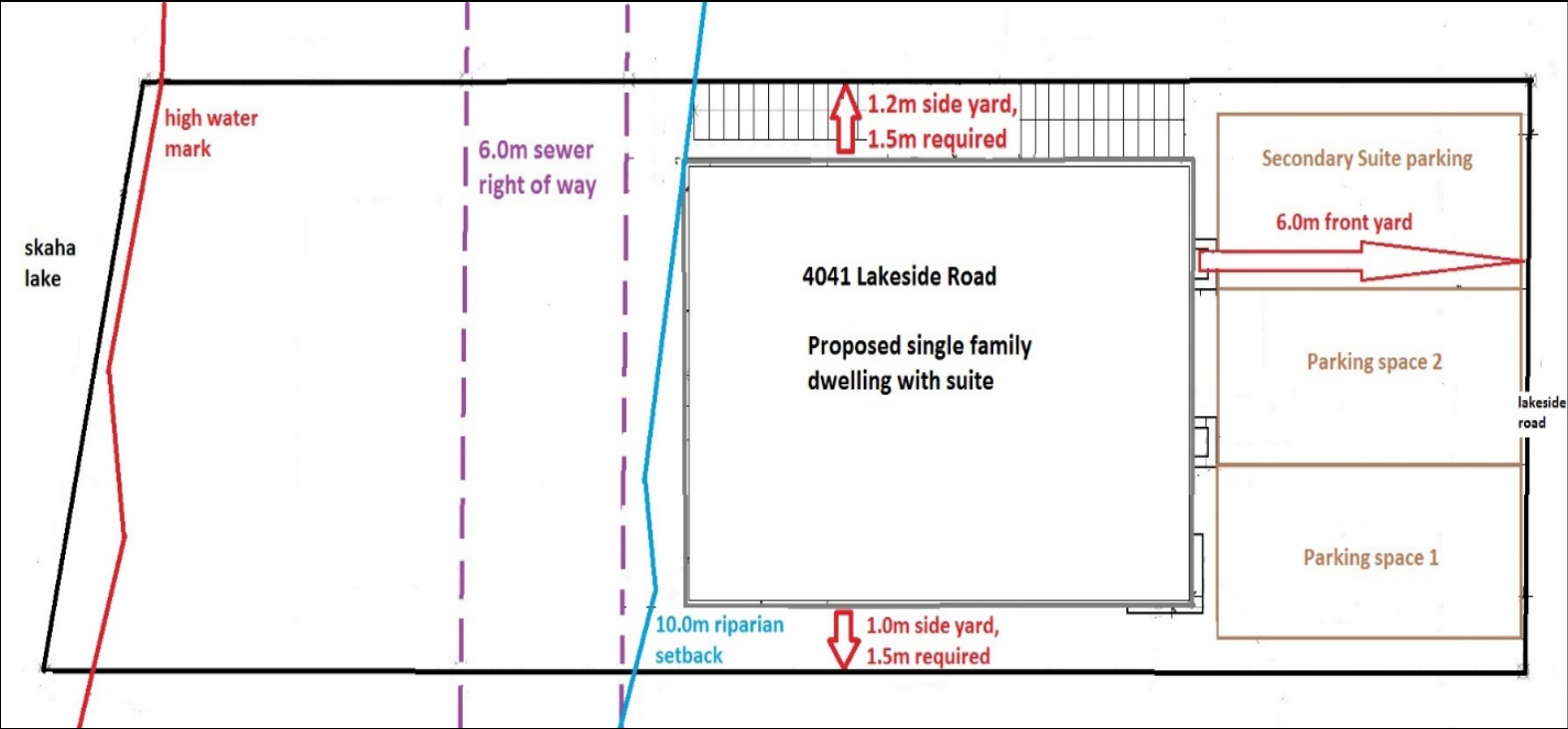


Figure 7: Site Plan

Attachment F – Elevations

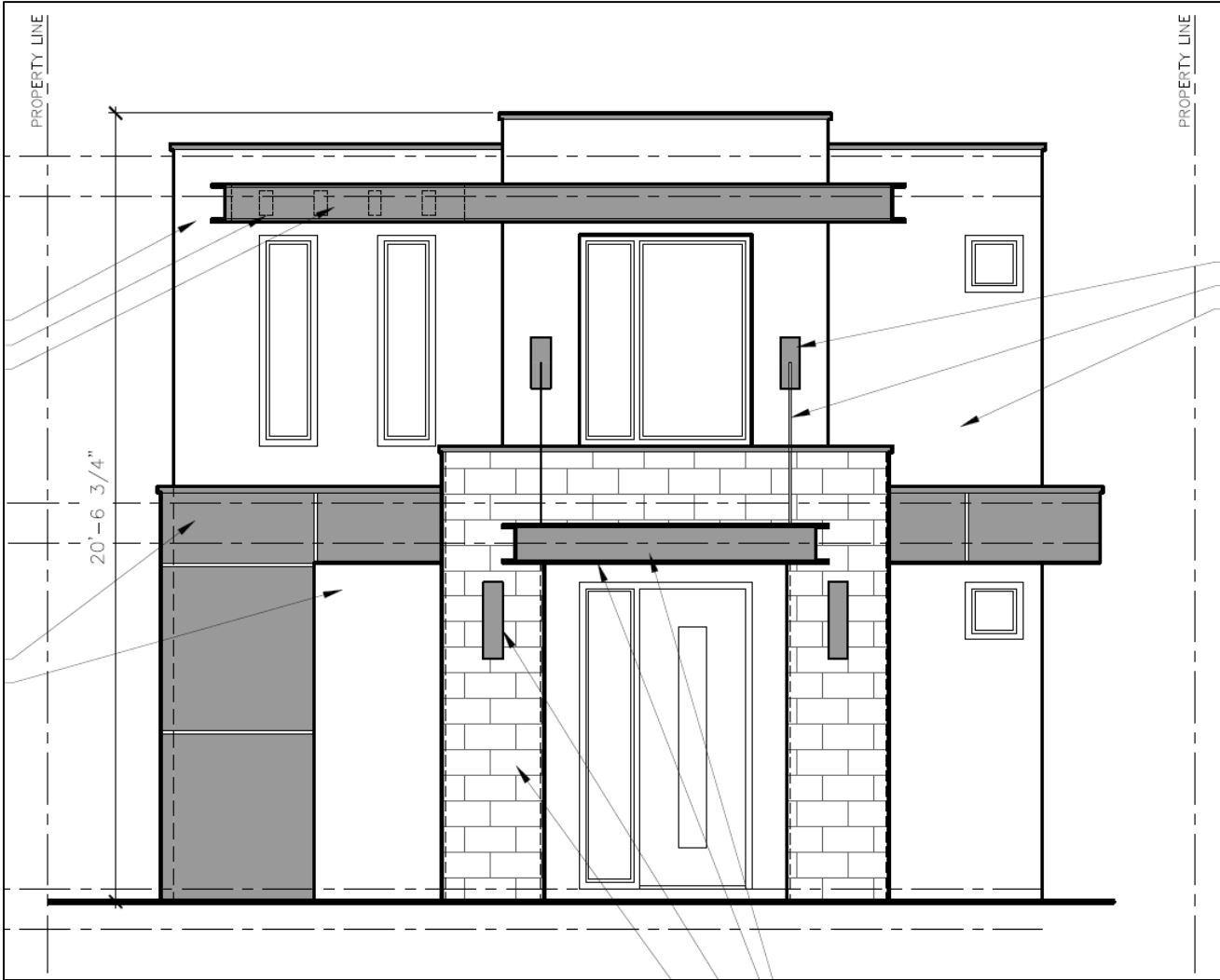


Figure 8: East Elevation (from Lakeside Road)



Figure 9: West Elevation (from the lake)

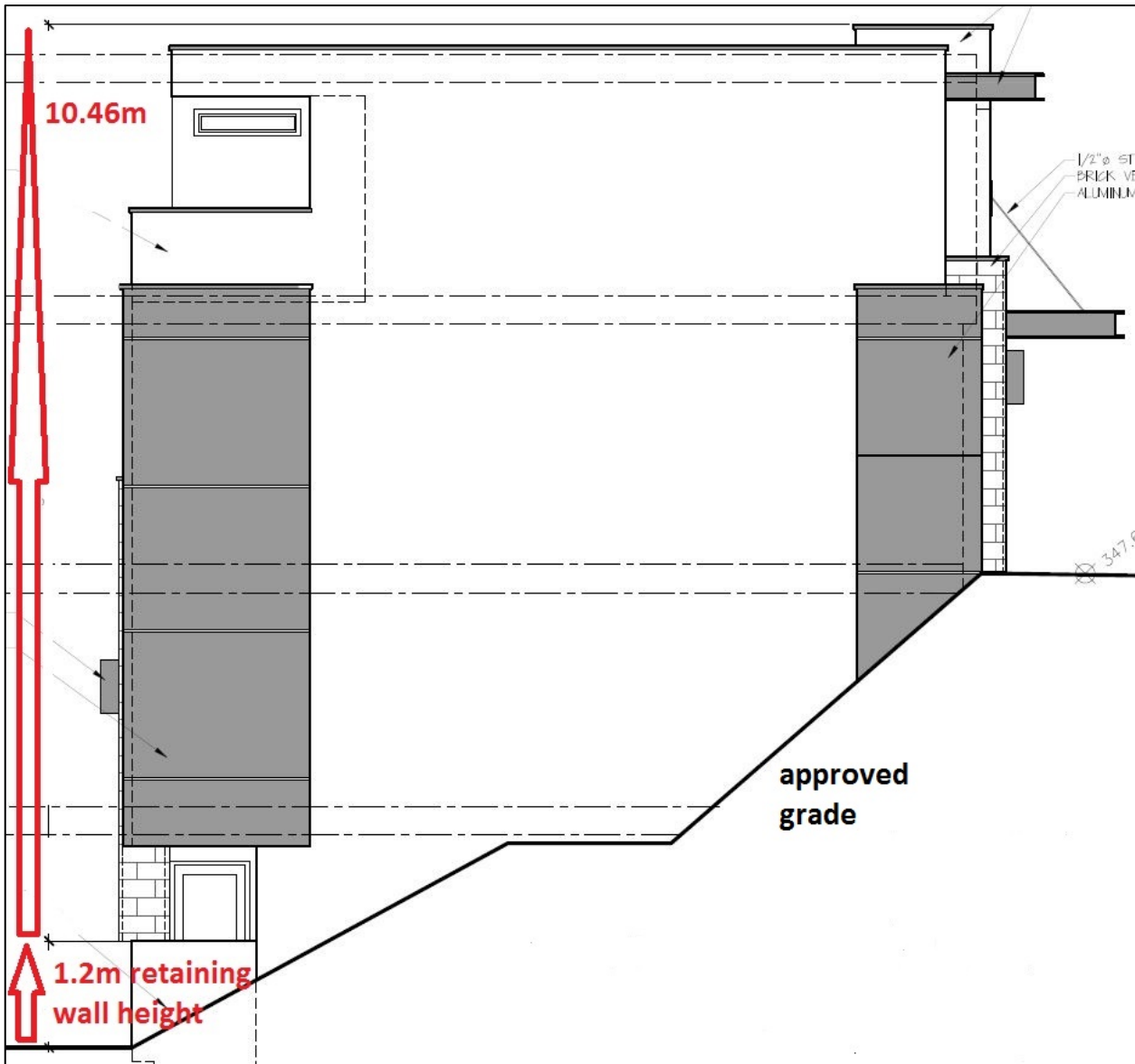


Figure 10: South Elevation

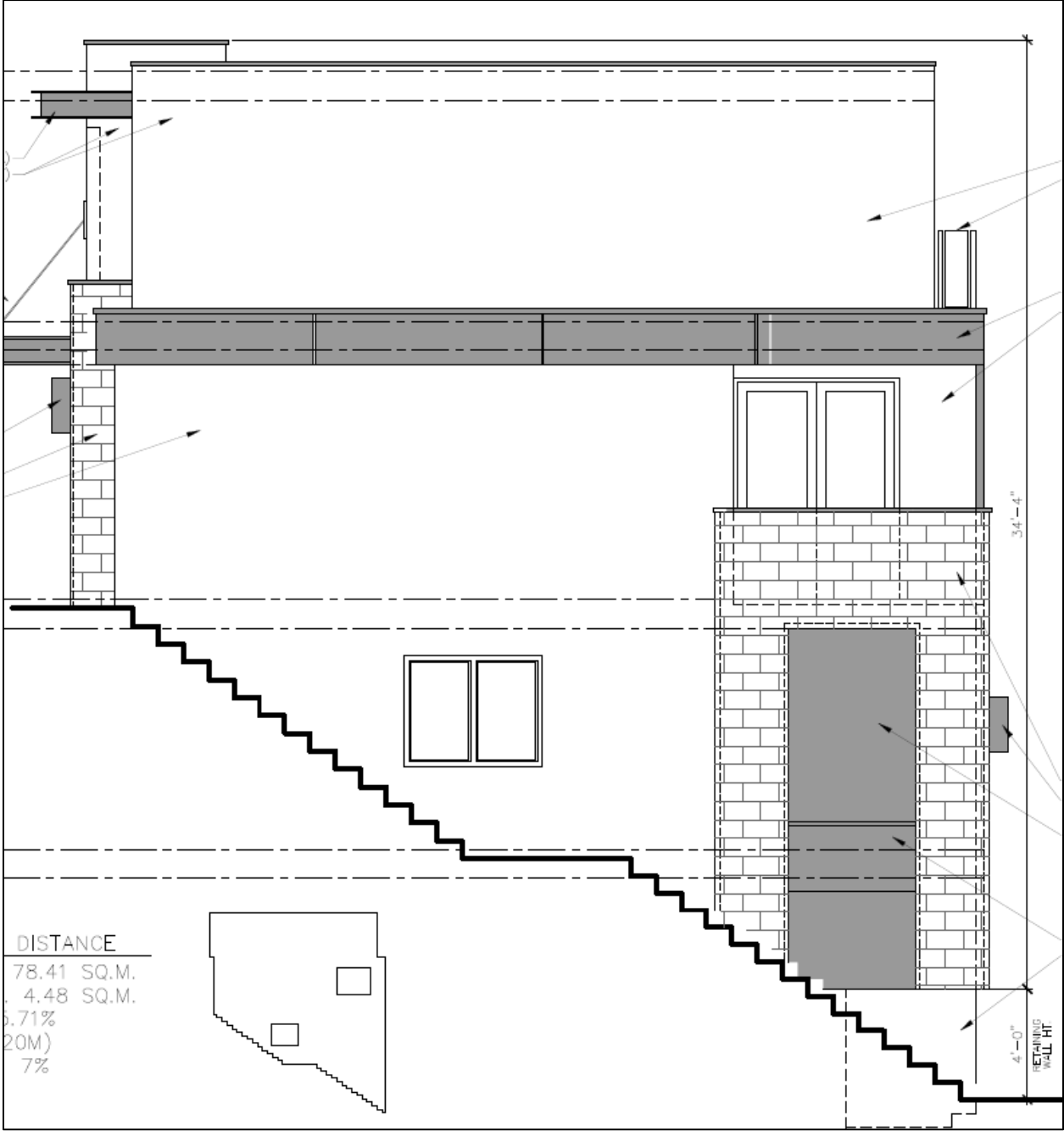


Figure 11: North Elevation

Attachment G - Floor Plans

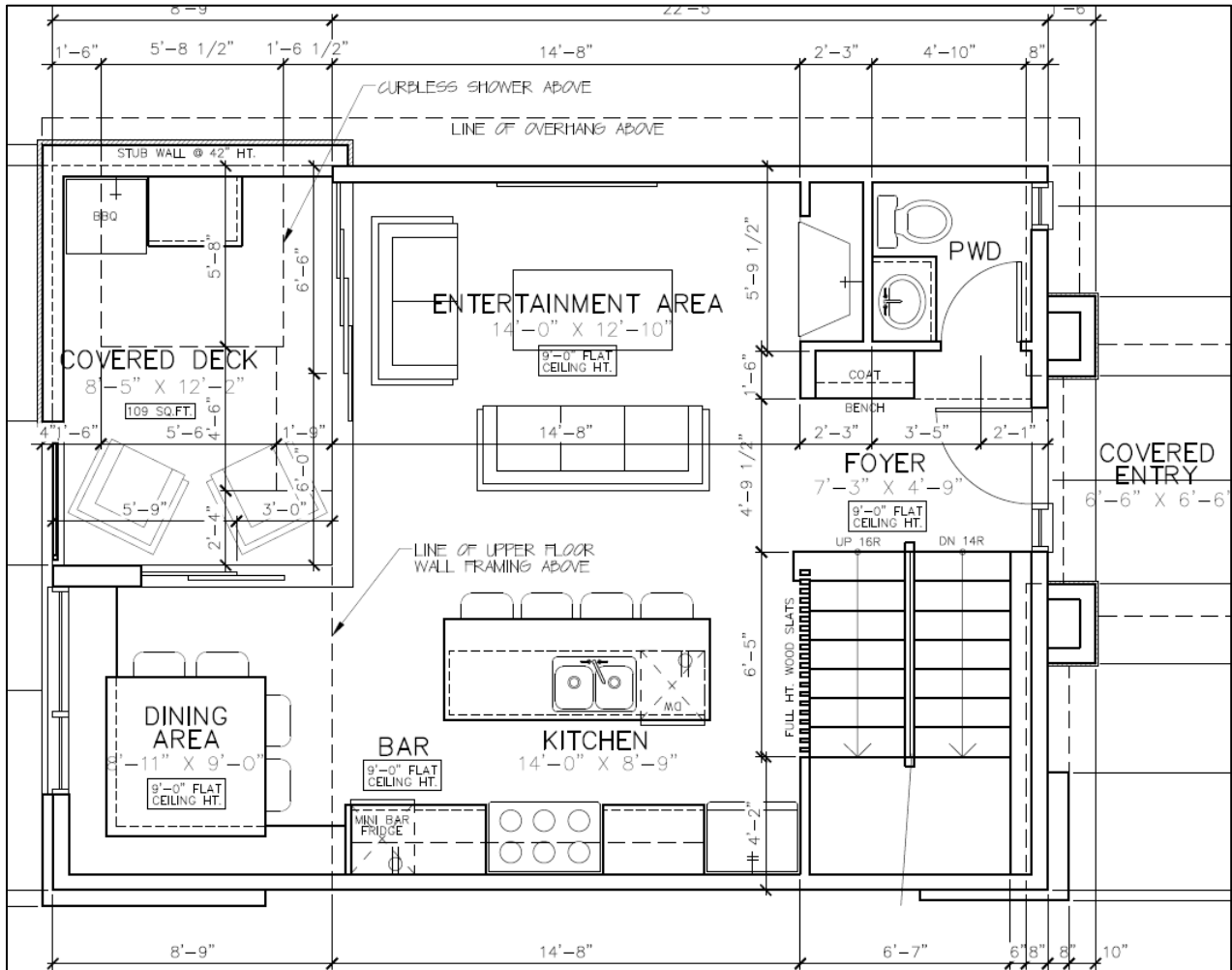


Figure 12: Main Floor Plan

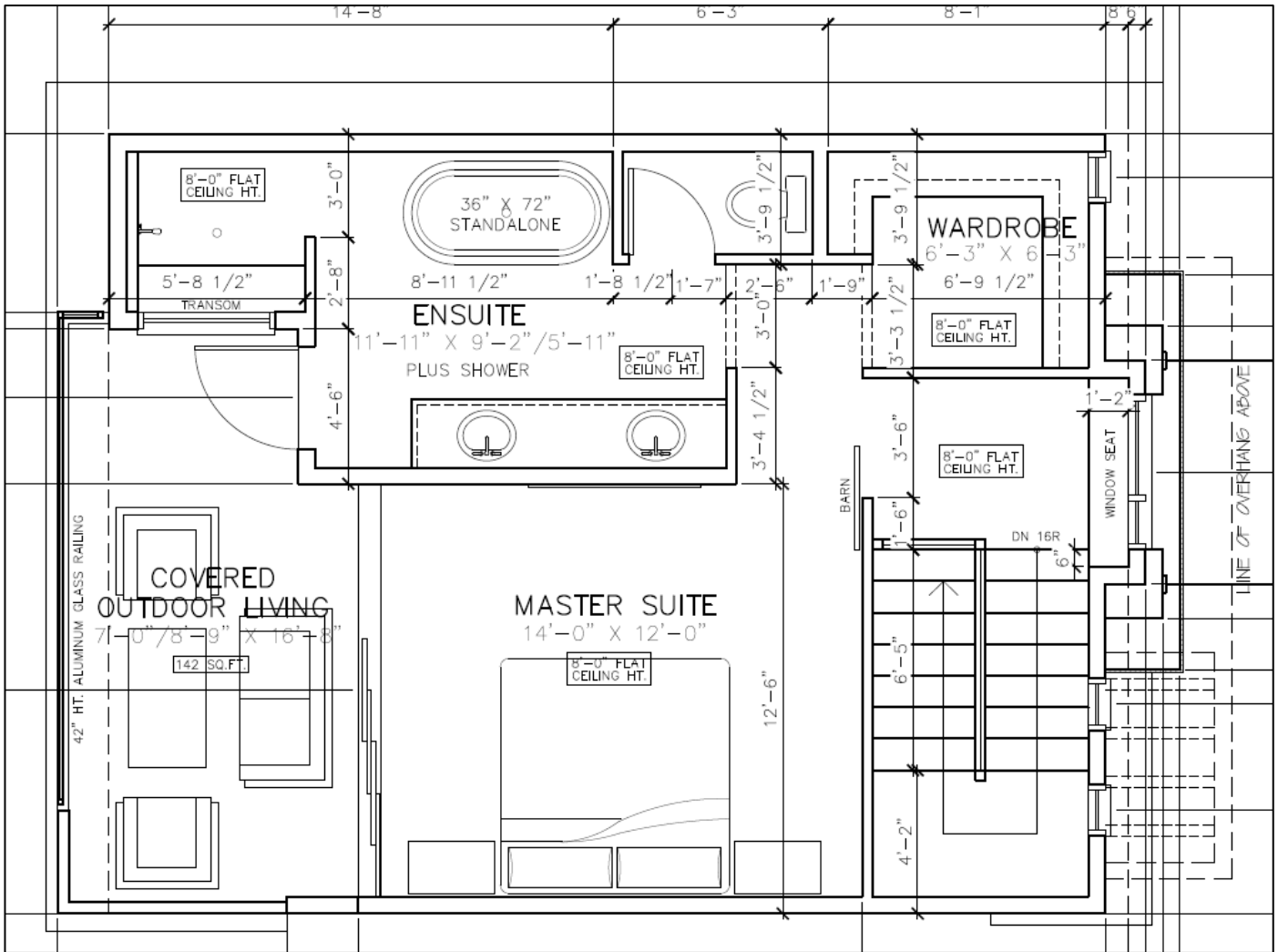


Figure 13: Second Floor Plan

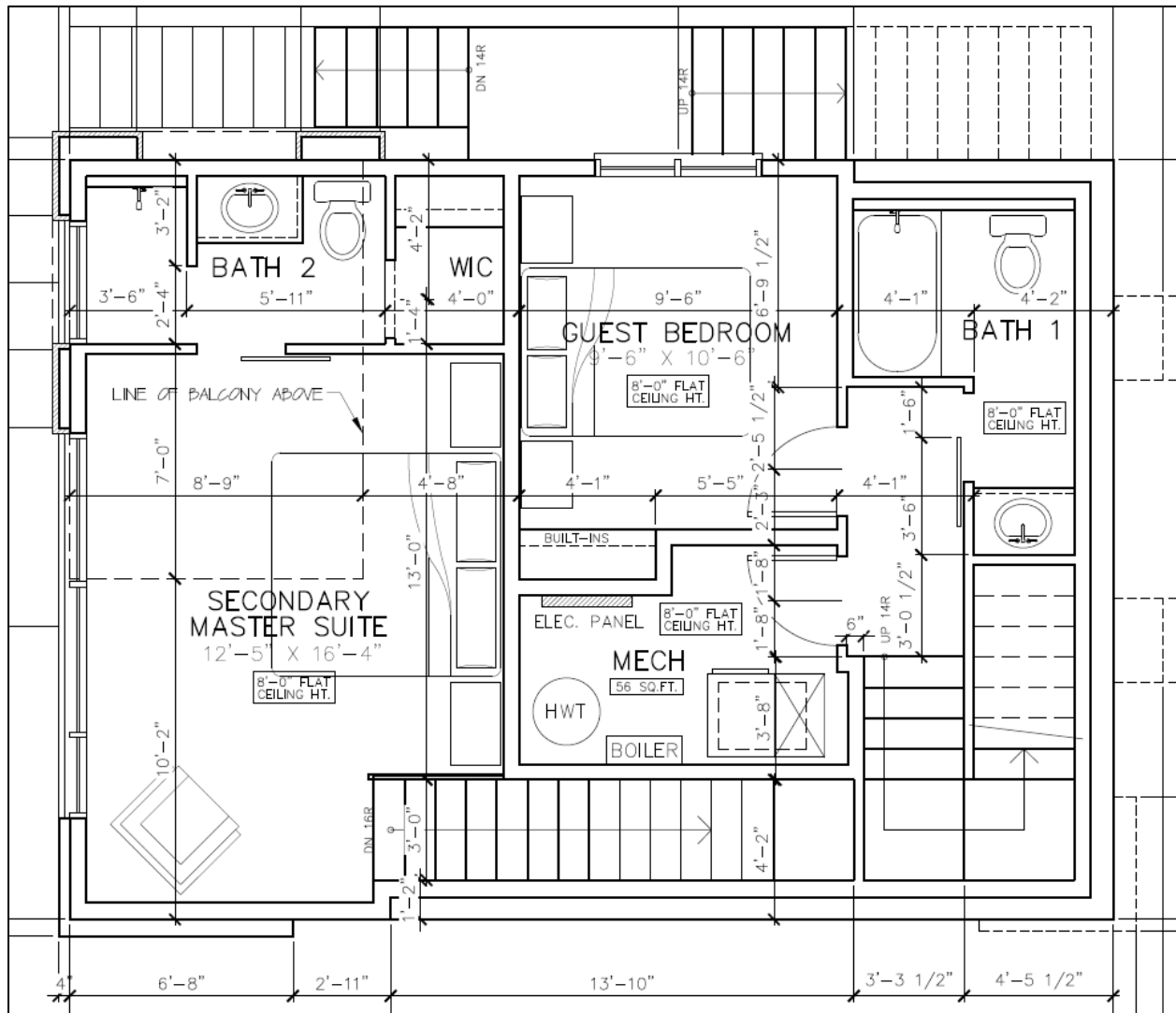


Figure 14: Basement Floor Plan

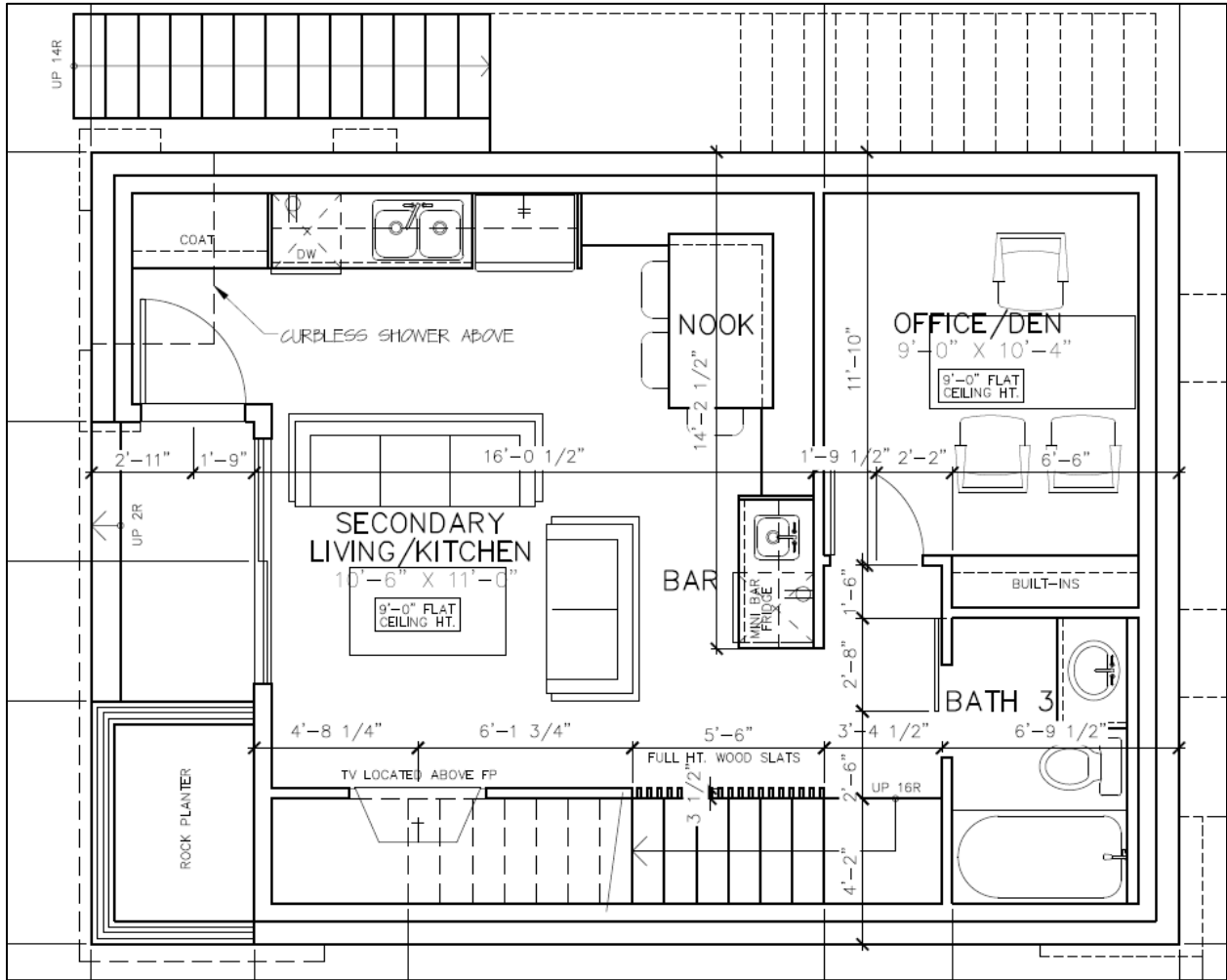


Figure 15: Bottom Floor Plan (Secondary Suite)

Attachment H - Letter of Intent



October 30, 2018

4041 Lakeside Road – Filkow Residence

**Letter of Intent**

Thank you for considering my submission for Development Variance Permit for my client's property at 4041 Lakeside Road.

There are 6 lots in this stretch of Lakeside Road, 3 of which have already been approved for setback variances due to the restrictive size of these lots. Two of the three homes that have been already approved, 4039 and 4047, which my company All Elements Design.Manage.Build is the general contractor for and are currently under construction. As you are aware the existing setback requirements for an R1 lot are 1.5m for side yards. I am requesting to reduce side yard setbacks to 1.0m and 1.22m to match the neighbouring properties already approved. Even with the reduction in setbacks the lot coverage remains below 40%.

Being an architect and luxury custom home builder, I assure you that this home will fit in well with the neighbouring properties and that allowing these setback reductions does not compromise the property or adjacent homes.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be "KL" with a flourish.

Kimberley J. Larson - Owner's Agent

Director

**All Elements**

Design . Manage . Build

303-1447 Ellis St.

Kelowna, B.C.

V1Y.2A3

250.486.7679 cell

[kim@allelements.ca](mailto:kim@allelements.ca)

Figure 16: Letter of Intent

Attachment I - Development Variance Permit PL2018-8406



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

### Development Variance Permit

**Permit Number: DVP PL2018-8406**

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 23 Block 209 District Lot 190 Similkameen Division Yale District Plan 466  
Civic: 4041 Lakeside Road  
PID: 012-323-195
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following section of Zoning Bylaw 2017-08 to allow for the construction of a single family dwelling.
  - Section 10.1.2.6.i: to decrease the minimum interior yards from 1.5m to 1.0m.

#### 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 4 day of December, 2018

Issued this \_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Angie Collison,  
Corporate Officer

DVP PL2018-8406

Page 2 of 2