Agenda

penticton.ca

Regular Council Meeting

to be held at the City Hall, Council Chambers
171 Main Street, Penticton, B.C.
To view the Council Meeting, visit www.penticton.ca

Tuesday, June 21, 2022
at 1:00 p.m.

1. **Call Regular Council Meeting to Order**

2. **Introduction of Late Items**

3. **Adoption of Agenda**

4. **Adoption of Minutes:**

	4.1	Minutes of the June 7, 2022 Regular Council Meeting	1-8	Adopt

5. **Consent Agenda:**

Recommendation: THAT Council approve the Consent Agenda. 9-21

Consent Agenda:

1. *Minutes of the June 7, 2022 Committee of the Whole Meeting;*
2. *Minutes of the June 7, 2022 Public Hearings;*
3. *Heritage and Museum Advisory Committee Meeting Draft Minutes of June 8, 2022.*

Sentes

6. **Staff Reports:**

Campbell 6.1 2021 Annual Report 22-124

Staff Recommendation: THAT Council receive into the record the 2021 Annual Report as circulated.

Hamming 6.2 2021 Statement of Financial Information 125-143

Staff Recommendation: THAT Council approves the Statement of Financial Information for the fiscal year ending December 31, 2021.

Jones 6.3 Loan Authorization Bylaws No. 2022-31, 2022-32 and 2022-33 144-158

Staff Recommendation:

1) *THAT Council give first, second and third reading to "Advanced Waste Water Treatment Plant Expansion and Upgrades Loan Authorization Bylaw No. 2022-31", a bylaw to borrow up to $3.1M for a term of 20 years;*

THAT Council give first, second and third reading to "Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32", a bylaw to borrow up to $5.1M t for a term of 20 years;
THAT Council give first, second and third reading to "Ridgedale Reservoir Expansion and Upgrades Loan Authorization Bylaw 2022-33", a bylaw to borrow up to $4.7M for a term of 20 years;
THAT any cost overages higher than the project maximum amounts be funded from the Development Cost Charge reserve or fund surplus, as applicable;
AND THAT the Financial Plan be amended accordingly.

2) *THAT Council support the application for grant funding from the Union of BC Municipalities (UCBM) Canada Community-Building Fund Strategic Priorities Fund (SPF) grant, for the purpose of the Penticton Ave Pressure Reducing Valve (PRV) Replacement capital project;*
AND THAT the Financial Plan be amended accordingly, if grant application is successful.

Jones	6.4	2022 Interfund Borrowing	159-165

Staff Recommendation: THAT Council approve borrowing up to $4,700,000, from the Electric Surplus Reserve to the General Capital Fund, for the purpose of constructing the Bike Network Plan, with repayments to be funded by the Gaming Reserve in equal annual payments for a term of 10 years;
THAT Council approve borrowing up to $2,200,000, from the Electric Surplus Reserve to the General Capital Fund, for the purpose of constructing the Point Intersection Kinney & South Main, with repayments to be funded by the Asset Sustainability Reserve in equal annual payments for a term of 10 years;
THAT Council approve borrowing up to $500,000, from the Electric Surplus Reserve to the General Capital Fund, for the purpose of constructing the Fire Hall 2 – 2 bay garage, with repayments to be funded by the Gaming Reserve in equal annual payments for a term of 10 years;
AND THAT the Financial Plan be amended accordingly.

Seibert	6.5	2022 Extreme Heat Risk Mapping, Assessment and Planning Grant	166-175

Staff Recommendation: THAT Council support the application for grant funding up to $30,000 from the Union of British Columbia Municipalities (UBCM) under the Community Emergency Preparedness Fund (CEPF), which will provide funding for emergency planning pertaining to Extreme Heat Emergencies.

Goodwin/ Seibert	6.6	Emergency Support Services Nomination	176-181

Staff Recommendation: THAT Council support the nomination of the Penticton Emergency Support Services (ESS) team for the Emergency Management Exemplary Service Award for the team's exceptional service and achievements supporting evacuees across British Columbia during at least 25 different emergency events over the course of five months in 2021;
AND THAT Council provide a letter of support to be included with the nomination package.

Goodwin	6.7	Public Safety Canada's Funding Allocation for Penticton for 2023-2026	182-184

Staff Recommendation: THAT Council direct staff to apply for the one-year funding from Public Safety Canada to hire a temporary coordinator to focus on developing the three-year local investment plan as part of the Building Safer Communities Fund program;
AND THAT Council direct the Director of Finance and Administration to sign and submit the term project coordinator funding plan to Public Safety Canada;
AND THAT Council direct staff to work collaboratively with partners to develop the three-year investment plan for Penticton's allocation as part of the Building Safer Communities Fund and submit to Public Safety Canada by March 31, 2023;
AND THAT Council direct the Director of Finance and Administration to sign and submit the three-year investment plan to the Public Safety Canada by March 31, 2023;
AND THAT Council direct staff to amend the Financial Plan accordingly.

Capewell	6.8	Development Variance Permit PL2022-9344 Development Permit PL2022-9343 Re: 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue *Staff Recommendation: THAT Council approve "Development Variance Permit PL2022-9344", for:* *1. Lot A District Lot 202 Similkameen Division Yale District Plan KAP82861, located at 206 Marina Way,* *2. That Part of Lot 1 Shown on Plan B5470 District Lot 202 Similkameen Division Yale District Plan 3218, located at 201 Vancouver Ave,* *3. Lot 3 District Lot 202 Similkameen Division Yale District Plan 3219, located at 203 Vancouver Ave,* *4. Lot 3 District Lot 202 Similkameen Division Yale District Plan KAP79185, located at 225 Vancouver Ave, and* *5. Lot A District Lot 202 Similkameen Division Yale District Plan KAP85185, located at 247 Vancouver Ave (236 Marina Way),* *A permit to vary Section 11.9.2.5, to increase the maximum height of a principal building from 24m to 35m;* *AND THAT Council direct staff to issue "Development Variance Permit PL2022-9344";* *AND THAT Council, subject to approval of "Development Variance Permit PL2022-9344", approve "Development Permit PL2022-9343", for 206 and 236 Marina Way and 201, 203, 225 and 247 Vancouver Avenue, a permit to allow for the construction of a multi-residential development containing 99 residential units in the form of townhouse and apartment units.*	185-298
Kassian	6.9	Clean BC Communities Fund Grant *Staff Recommendation: THAT Council hereby commits to the following regarding the Energy Optimization for the Penticton Community Recreation Centre project:* *THAT Council directs staff to apply for the ICIP CleanBC Communities Fund grant for the project; and* *THAT additional funds of $172k be allocated for these projects and included in the 2024 Financial Plan.*	299-303
Dixon/Kleb	6.10	Development Cost Charges Engagement Summary and Next Steps *Staff Recommendation: THAT Council direct staff to prepare an updated DCC Bylaw with a 1% assist factor for all categories.*	304-320
Collison	6.11	Public Notice Bylaw No. 2022-34 *Staff Recommendation: THAT Council give first, second and third reading to "Public Notice Bylaw No. 2022-34", a bylaw that provides an alternate means of default publications to meet the requirements of section 94 of the Community Charter utilizing one week in an online news source and one week of advertising in printed newspaper.*	321-337

7. **Bylaws and Permits:**

Collison	7.1	Zoning Amendment Bylaw No. 2022-13 Re: 1196 Fairview Road	338-339	Adopt
Collison	7.2	Zoning Amendment Bylaw No. 2022-16 Re: 719 Alexander Avenue	340-341	Adopt
Collyer	7.3	Official Community Plan Amendment Bylaw No. 2022-22 and Zoning Amendment Bylaw No. 2022-23 Re: 435 Green Avenue West	342-345	2nd/3rd
Collison	7.4	Election and Assent Voting Bylaw No. 2022-27 and Political Signage Regulations Bylaw No. 2022-28	346-369	Adopt

Collyer	7.5	Official Community Plan Amendment Bylaw No. 2022-29 and Zoning Amendment Bylaw No. 2022-30 Re: 850 Wiltse Boulevard and 160 Crow Place	370-374	2nd/3rd/Adopt

8. **Notice of Motion**

9. **Business Arising**

If you would like to ask Council a question with respect to items that are on the current agenda, please visit our website at www.penticton.ca to find the telephone number or Zoom link to ask your question before the conclusion of the meeting. Please do not try to join the meeting early, you will not be let in to participate electronically until Council approaches the Public Question Period. Watch the livestream on our website and prepare to call or join during the Business Arising.

10. **Public Question Period**

11. **Council Round Table**

12. **Adjournment**

Minutes

penticton.ca

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

Tuesday, June 7, 2022
at 1:00 p.m.

Present:	Mayor Vassilaki Councillor Bloomfield Councillor Miller Councillor Regehr Councillor Robinson Councillor Watt Councillor Sentes
Staff:	Donny van Dyk, Chief Administrative Officer Angie Collison, Corporate Officer Angela Campbell, Director of Finance & Administration Blake Laven, Director of Development Services Anthony Haddad, General Manager, Community Services Kristen Dixon, General Manager of Infrastructure Paula McKinnon, Deputy Corporate Officer

1. Call to Order

The Mayor called the Regular Council Meeting to order at 1:00 p.m.

2. Introduction of Late Items

3. Adoption of Agenda

193/2022 **It was MOVED and SECONDED**
THAT Council adopt the agenda for the Regular Council Meeting held on June 7, 2022 as amended to include Item 10 – Recess into Closed Meeting.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

Council recessed to a Committee of the Whole Meeting at 1:01 p.m.

5. Reconvene the Regular Council Meeting

Council reconvened the Regular Council Meeting at 1:30 p.m.

6. Adoption of Minutes:

6.1 Minutes of the May 17, 2022 Regular Meeting of Council

194/2022 **It was MOVED and SECONDED**
THAT Council adopt the Regular minutes of May 17, 2022 as presented.

CARRIED UNANIMOUSLY

7. Consent Agenda:

195/2022 **It was MOVED and SECONDED**
THAT Council approve the Consent Agenda:
1. Minutes of the May 17, 2022 Committee of the Whole Meeting;
2. Minutes of the May 17, 2022 Public Hearings;
3. Community Sustainability Advisory Committee Meeting Draft Minutes of May 18, 2022;
4. Agriculture Advisory Committee Meeting Draft Minutes of May 18, 2022.

CARRIED UNANIMOUSLY

8. Staff Reports:

8.1 Request for Notice on Title
Re: 162 Wiltse Place

196/2022 **It was MOVED and SECONDED**
THAT the owners of 162 Wiltse Place (the Property) be notified that Council will consider passing a resolution to place a Notice on Title under section 57 of the *Community Charter* with respect to contraventions of the City of Penticton Building Bylaw No. 2021-21 on Lot 9, District Lot 2710 Similkameen Division Yale District, Plan 31303, located at 162 Wiltse Place, stating the following:

"Failure to complete and obtain building permits, which is a violation of the City of Penticton Building Bylaw No. 2021-21. Further information about it may be inspected at the municipal hall."

AND THAT the owners be notified of the proposed Notice on Title report, and given the opportunity to speak to the matter at the Regular Council meeting of July 5, 2022.

CARRIED UNANIMOUSLY

8.2 Request for Notice on Title
Re: 1090 Penticton Avenue

197/2022 **It was MOVED and SECONDED**
THAT the owners of 1090 Penticton Avenue (the Property) be notified that Council will consider passing a resolution to place a Notice on Title, under section 57 of the *Community Charter*, with respect to contraventions of the City of Penticton Building Bylaw No. 2021-21 on Lot 5, District Lot 250 Similkameen Division Yale District, Plan 6748, located at 1090 Penticton Avenue, stating the following:

"Failure to complete a building permit and to obtain a building permit, which is a violation of the City of Penticton Building Bylaw No. 2021-21. Further information about it may be inspected at the municipal hall."

AND THAT the owners be notified of the proposed Notice on Title report, and be given the opportunity to speak to the matter at the Regular Council meeting on July 5, 2022.

CARRIED UNANIMOUSLY

8.3 Request for Remedial Action Requirements
Re: 434 Lakeshore Drive West

198/2022 **It was MOVED and SECONDED**

THAT Council, under the authority provided in section 73 of the *Community Charter*, declare the Property at 434 Lakeshore Drive West, (the Property) having a legal description of: Lot 1, District Lot 4 Group 7 Similkameen Division Yale District Plan 35081 Except Plan EPP91648 (Parcel Identifier: 002-898-331) is an unsafe condition that requires remedial action to demolish and remove the fire-damaged structure and level the site, in order to eliminate the unsafe condition.

AND FURTHER THAT Council, under the authority provided in section 74 of the *Community Charter*, declare the Property to be so unsightly and untidy as to be offensive to the community and, as a result, is a declared nuisance that requires remedial action to remediate the property and demolish and remove the damaged structure and level the site, in order to eliminate the nuisance.

AND FURTHER THAT Council, under the authority provided in section 72 of the *Community Charter*, impose the following remedial action requirements on the registered owners of the Property with respect to the structure and property noted above in Recommendations 1 and 2 in order to eliminate the unsafe condition and the declared nuisance:

a) to demolish the damaged structure;
b) to remove all debris from the yards, which includes those trees damaged by the fire and the remnants of the structure to an appropriate disposal site; and
c) level the site.

AND FUTHER THAT Council, pursuant to section 76 of the *Community Charter*, set the time limit for completion of all the remedial action requirements described in Recommendation 3, to be no later than 4:30 p.m. on July 11, 2022;

AND FURTHER THAT Council, pursuant to section 78 of the *Community Charter*, set a time limit for giving a written notice of a request for Council to reconsider the remedial action requirements described in Recommendation 3, to be no later than 4:30 p.m. on June 27, 2022.

AND FURTHER THAT Council, under the authority provided in section 17 of the *Community Charter*, authorize staff to take appropriate actions to ensure that Property is brought into compliance with all the remedial action requirements described in Recommendation 3 , provided that:

a. The owners have not fully completed the remedial action requirements on or before the time limit specified in this Council resolution; and
b. All costs incurred by the City to bring the property into compliance shall be at the expense of the owners and, pursuant to section 17 of the *Community Charter*, such costs shall be recovered from the owners as a debt owed to the City of Penticton.

CARRIED UNANIMOUSLY

8.4 Animal Control Bylaw No. 2021-02

199/2022 **It was MOVED and SECONDED**
THAT Council rescind third reading of "Animal Control Bylaw No. 2021-02" and give third reading as amended to "Animal Control Bylaw No. 2021-02".

CARRIED UNANIMOUSLY

8.5 BC Transit and City of Penticton Annual Operating Agreement 2022-2023

Chelsea Mossey, Senior Manager, Government Relations – BC Transit

200/2022 **It was MOVED and SECONDED**
THAT Council authorize the Chief Financial Officer and Corporate Officer to execute the 2022-2023 Annual Operating Agreement Conventional and Custom Transit as contained in Attachment "A'".

CARRIED UNANIMOUSLY

8.6 Future Transit Plan Update and Three Year Expansion Plan

201/2022 **It was MOVED and SECONDED**
THAT Council support the following Transit Service Additions as part of the City's Three-Year Transit Expansion Plan:

- Conventional Transit System
  - 2024/2025 - Expand service to upper Wiltse and Sendero Canyon;
  - 2024/2025 – Increase frequency of route 5 (20-minute frequency throughout the day);
- Custom Transit
  - 2023/2024 - Introduce service on Saturdays by means of Taxi Supplement to better align with Conventional Service days.

CARRIED UNANIMOUSLY

8.7 BC Transit Route Changes

202/2022 **It was MOVED and SECONDED**
THAT Council receive into the record the report dated June 7, 2022 titled "BC Transit Route Changes".

CARRIED UNANIMOUSLY

8.8 Election and Assent Voting Bylaw No. 2022-27 and Political Signage Regulations Bylaw No. 2022-28

203/2022 **It was MOVED and SECONDED**
THAT Council give first, second and third reading to "Election and Assent Voting Bylaw No. 2022-27";
AND THAT Council give first, second and third reading to "Political Signage Regulations Bylaw No. 2022-28".

CARRIED UNANIMOUSLY

8.9 Request to Consider from Regular Council Meeting of May 3, 2022
Development Variance Permit PL2022-9252
Re: 152 Westminster Place

204/2022 **It was MOVED and SECONDED**
THAT Council approve "Development Variance Permit PL2022-9252" for Lot 11 District Lot 3821S Similkameen Division Yale District Plan 37490, located at 152 Westminster Place, a permit to vary Section 8.2.3.5.i of Zoning Bylaw 2021-01 to increase the maximum carriage house building height in the R1 zone, where no lane exists from 5.0m and one floor, to 6.5m and two floors.

CARRIED
Councillors Miller and Regehr, Opposed

8.10 ALC Non-Farm Use Application
Re: 127 Upper Bench Road South

205/2022 **It was MOVED and SECONDED**
THAT Council support "ALR Non-Farm Use PL2022-9300", for Lot 1 District Lot 188 and 155 Similkameen Division Yale District Plan KAP91714, located at 127 Upper Bench Road South, to allow one dwelling unit, limited to a maximum floor area of 1,925 sq. ft. and located above a farm building, to be permitted on the subject property, and require that restrictive covenant LB429194 remain on title;
AND THAT staff be directed to forward "ALR Non-Farm Use PL2022-9300", to the Agricultural Land Commission (ALC) with support from Council and the Agriculture Advisory Committee.

CARRIED UNANIMOUSLY

8.11 Official Community Plan Amendment Bylaw No. 2022-29
Zoning Bylaw Amendment Bylaw No. 2022-30
Re: 850 Wiltse Boulevard and 160 Crow Place

206/2022 **It was MOVED and SECONDED**
THAT Council THAT Council, prior to consideration of "Official Community Plan Amendment Bylaw No. 2022-29" and in accordance with Section 475 of the Local Government Act, consider whether early and on-going consultation, in addition to the required Public Hearing, is necessary with:

1. One or more persons, organizations or authorities;
2. The Regional District of Okanagan Similkameen;
3. Local First Nations;
4. School District #67;
5. The provincial or federal government and their agencies.

AND THAT it is determined that the Public Engagement Period carried out from April 11 to May 8 is sufficient;
AND THAT Council give first reading to "Official Community Plan Amendment Bylaw No. 2022-29", a bylaw that amends Map 1: Future Land Use of Official Community Plan Bylaw No. 2019-08 by adding the 'Urban Residential' designation and amending the mapping of the 'Detached Residential', 'Ground Oriented Residential', and 'Parks' future land use designations for Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EPP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place;

AND THAT Council give first reading to "Zoning Amendment Bylaw No. 2022-30", a bylaw to change the zoning from A (Agriculture) to R1 (Large Lot Residential), R2 (Small Lot Residential), RD2 (Duplex Housing: Lane), RM1 (Bareland Strata Housing), RM2 (Low Density Multiple Housing), RM3 (Medium Density Multiple Housing), P1 (Public Assembly), P2 (Parks and Recreation), and A (Agriculture) zones for Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EPP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place, with the following site specific provisions:

- RM1 zone – to prohibit townhouses and duplexes as permitted uses, and to increase the maximum principal building height from 8.5m to 10.5m;
- RM2 zone adjacent to Hawthorn Dr cul-de-sac – to prohibit apartments as a permitted use, and to limit principal building height to three (3) storeys;

AND THAT Council forward "Official Community Plan Amendment Bylaw No. 2022-29" and "Zoning Amendment Bylaw No. 2022-30" to the June 20, 2022 Public Hearing to receive comments from the public;
AND THAT Council give staff direction to prepare an appropriate cost recovery mechanism related to the costs of the treated water system infrastructure required to facilitate the full development of the subject properties, with the City contributing 15% of the cost of the dedicated feeder water line with all remaining costs being developer funded;
AND THAT Council direct staff to include the proposed City contribution of 15% of the cost of the treated water system infrastructure, estimated at $300,000, for the dedicated feeder water line into the City's 10-year financial plan as a financial commitment;
AND THAT Council direct staff to prepare an appropriate agreement that will share the costs equitably amongst all benefiting developments for the separated bike lane and associated traffic calming between the North Wiltse Block to the Lake-to-Lake bike route, with no financial contribution from the City, and require those works to be complete prior to any new road connection to Wiltse Boulevard.

CARRIED UNANIMOUSLY

9. Public Question Period

10. Recess into a Closed Meeting

207/2022 **It was MOVED and SECONDED**
THAT Council recess at 3:53 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* as follows: Section 90(1)
(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

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

12. Bylaws and Permits

12.1 Zoning Amendment Bylaw No. 2022-20
Development Variance Permit PL2021-9239
Re: 145 Kinney Avenue

208/2022 **It was MOVED and SECONDED**
THAT Council adopt "Zoning Amendment Bylaw No. 2021-39";
AND THAT Council approve Development Variance Permit PL2021-9239.

CARRIED UNANIMOUSLY

12.2 Zoning Amendment Bylaw No. 2022-24
Re: 914, 920 and 926 Churchill Avenue

209/2022 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2022-24".

CARRIED
Councillors Miller and Sentes, Opposed

12.3 Zoning Amendment Bylaw No. 2022-25
Re: 713, 737 and 795 Westminster Avenue West

210/2022 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2022-25".

CARRIED UNANIMOUSLY

12.4 Zoning Amendment Bylaw No. 2022-26
Re: 221 Huth Avenue

211/2022 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2022-26".

CARRIED UNANIMOUSLY

13. Notice of Motion

14. Business Arising

14.1 From June 7, 2022 Committee of the Whole Meeting
Re: Project - Respect

212/2022 **It was MOVED and SECONDED**
THAT Council direct staff to install a rainbow crosswalk on Power Street between Queen's Park Elementary School and the Community Centre.

CARRIED UNANIMOUSLY

Councillor Miller declared a conflict of interest because of his involvement in the project and left the meeting at 7:28 p.m.

14.2 From June 7, 2022 Committee of the Whole Meeting
Re: City Bench Presentation

213/2022 **It was MOVED and SECONDED**
THAT Council direct staff to work with Gord Portman, the delegation from the June 7 Committee of the Whole, to find a suitable location for a covered memorial bench in recognition of those persons lost due to the opioid crisis, and that the City provide the concrete pad through in-kind works, once the delegation has raised sufficient funds.

CARRIED UNANIMOUSLY

Councillor Miller returned to the meeting at 7:31 p.m.

15. Council Round Table

16. Public Question Period

17. Adjournment

214/2022 **It was MOVED and SECONDED**
THAT Council adjourn the regular meeting of Council at 7:52 p.m.

CARRIED UNANIMOUSLY

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
John Vassilaki
Mayor

Minutes

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

Tuesday, June 7, 2022
Recessed from the Regular Council Meeting at 1:00 p.m.

Present: Mayor Vassilaki
Councillor Bloomfield
Councillor Miller
Councillor Regehr
Councillor Robinson
Councillor Watt
Councillor Sentes

Staff: Donny van Dyk, Chief Administrative Officer
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Blake Laven, Director of Development Services
Anthony Haddad, General Manager, Community Services
Kristen Dixon, General Manager of Infrastructure
Paula McKinnon, Deputy Corporate Officer

1. **Call to order**

The Mayor called the Committee of the Whole meeting to order at 1:01 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the agenda for the Committee of the Whole meeting held on June 7, 2022 be adopted as presented.

CARRIED UNANIMOUSLY

3. **Delegations:**

3.1 Proclamation "Pride Month" June 2022

Madeline Terbasket and Melisa Edgerly provided Council with a presentation on Pride Month and requested that Council proclaim June 2022 as "Pride Month".

Mayor Vassilaki proclaimed June 2022 as "Pride Month" in the City of Penticton.

3.2 Project – Respect

Nicole Simons, Queen's Park Elementary School, provided Council with a presentation on Project Respect and requested permission to paint the crosswalk on Power Street between the Queen's Park Elementary School and the Community Centre to display rainbow colors and the 2Spirit symbol to represent the LGBTQ2S community.

3.3 City Bench Presentation

Gord Portman provided Council with a presentation on the creation of a covered memorial bench for the community to have a place to honor those lost to overdose and toxic drugs and requested that Council support the proposal and consider the donation of a concrete pad.

4. **Adjourn to Regular Meeting**

It was MOVED and SECONDED
THAT Council adjourn the Committee of the Whole meeting held June 7, 2022 at 1:30 p.m. and reconvene the Regular Meeting of Council.

CARRIED UNANIMOUSLY

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
John Vassilaki
Mayor

Minutes

penticton.ca

Public Hearing
held electronically and at City Hall, Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, June 7, 2022
at 6:00 p.m.

Present: Mayor Vassilaki
Councillor Bloomfield
Councillor Miller
Councillor Regehr
Councillor Robinson
Councillor Watt
Councillor Sentes

Staff: Donny van Dyk, Chief Administrative Officer
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Blake Laven, Director of Development Services
Nicole Capewell, Planner II
Kristen Dixon, General Manager of Infrastructure
Anthony Haddad, General Manager, Community Services
Paula McKinnon, Deputy Corporate Officer

1. Call to order

Mayor Vassilaki called the public hearing to order at 6:00 p.m. for Zoning Amendment Bylaw No. 2022-24.

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

2. <u>"Zoning Amendment Bylaw No. 2022-24" (914, 920 and 926 Churchill Avenue)</u>

The purpose of "Zoning Amendment Bylaw No. 2022-24" is to amend Zoning Bylaw No. 2021-01 as follows:

Rezone

1. Lot C District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3072, located at 914 Churchill Avenue;

2. Lot 5 District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan 929, located at 920 Churchill Avenue; and
3. Lot 6 District Lot 3 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan 929, located at 926 Churchill Avenue;

from R2 (Small Lot Residential) to RM3 (Medium Density Multiple Housing) and add the following section to the RM3 (Medium Density Multiple Housing) zone:

• "10.10.5.3: In the case of consolidated lots located at 914 Churchill Avenue, 920 Churchill Avenue and 926 Churchill Avenue, the maximum density shall be 1.98 FAR".

The applicant is proposing to construct a 16-unit, six-storey apartment building.

The Corporate Officer advised that one letter has 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.

- John Saliken, Applicant and Architect, available to answer any questions.
- James Brown, Brunswick Street, inquired what disabled access features will be available on the property, commented road with Churchill Avenue road not adequate, not acceptable for public access.
- Don, Churchill Avenue, curious if shadow study was done for new portion of it, inquired what City is going to do with all new infrastructure from new developments, commented traffic getting bad in town.
- Blake Laven, Director of Development Services, responded Official Community Plan has 30-year growth plan, we do have an infrastructure master plan, plans adjusted on an as needed basis. Commented City seeing lots of growth, plan in place to manage growth.
- Lori Goldman, Dauphin Avenue, commented really well planned building, celebrates all issues dealt with plants and EV charging. Inquired whether there will be one bedrooms or bachelors for affordability. Inquired if roof will have community garden with garden boxes or photovoltaic solar panels feeding into City or charging EV stations. Inquired if heat pump will be used for heating and cooling opposed to fossil fuels. Commented development quite dense, six storeys is really high for that neighbourhood, four floors would be better.
- Lynn Kelsey, Oakville Street, worked on Churchill for many years, seen many busses needing to back up, very narrow. Commented project is closer to park, feels sorry for people that live in house right behind it. Commented six storeys, shadow effects, won't see the sun in the park. Concerned with traffic and Churchill being so narrow for adequate and safe transportation.
- Kristen Dixon, General Manager of Infrastructure, responded she has spoken with transit operator, they are not aware of any specific concerns from bus drivers manoeuvring down Churchill, did comment it was tight. Staff will address any issues that transit operators may have.
- Garth Bathgate, Churchill Avenue, buss has hit his vehicle on Churchill, enjoys that Churchill is a narrow street, slows traffic down. Commented last development at 602 took taking on Southside of street for widening, thinks it's an error, houses on Southside don't have alley, properties will be unusable from being so narrow, does not think sidewalk is needed on both sides of street. Commented enjoys street being narrow,

harder for people to speed and manoeuvre. Didn't review OCP on this development, thought this area was four storeys in OCP, allowed one farther down street to go to five storeys, it's up for sale now, developer didn't build. Commented six storeys a little much, three or four would be nice. Commented on house there, going to be left alone, very narrow lot, doesn't know how developable it is on its own or why it wasn't incorporated. Inquired if vacation rentals will be allowed, commented people buy as investments, inquired who will live there. Commented 30km on Churchill would be nice.

- Blake Laven, Director of Development Services, responded that section has urban residential designation in OCP, envisions three to four storey heights for multi-family development. Commented most residential zones do permit resident vacation rentals.
- Brian Laflesh, Dynes Avenue, opposed to development. Traffic ramps up on street 100 fold during summer months, young people on multi-seat bicycles and scooters, parking is a huge concern in summertime especially during festivals or when Lakeshore Drive is closed. Inquired what work has been done on sewer system or what testing has been done to see if it will withhold extra load being applied with all new and proposed development going in up and down Churchill. Commented volume coming from five or six storey building will cause flooding in area if backup happens in sewer. Commented plan calls for green space, strip is narrow at front of building, five feet of green space seems inadequate. Commented population ramping up dramatically in that general area, reached limit for what the plan can support. Commented proposal highlights access path to lake, only one accessible access path through park like everyone else, inadequate access to lake. Commented City needs more affordable housing, issue in Penticton, businesses suffering, cannot find staff due to lack of affordable housing. Commented applicant painted picture that family homes will be built, more like investors, developers intention ends once sale agreement is signed. Commented will shortly become vacation rental property, will become an issue. Commented profit dollars and income that speaks what use of property will be, not intentions. Commented should go back to building two-storey duplexes on those lots.
- Blake Laven, Director of Development Services, responded when an application is received it's referred to a technical planning committee to review water, sewer and transportation impacts to development. Commented application was reviewed and area was deemed to handle capacity. Also commented RM3 zone has 3-metre front yard setback requirement and landscaping requirement, minimal front yard area, what is required for this particular zone.
- Richard Hodson, Dynes Avenue, lives kiddie corner to this development, has several concerns, parking has always been an issue, council has opportunity to change parking requirements, suggested two parking spots per minimum. Commented six storeys is too much for neighbourhood, should stay with original, three storeys maximum. Inquired if City has done work on thermal footprint, each lot has fair bit of grass, trees and shrubs, each tree we lose is going to add to the thermal load, Council should encourage developer to look at thermal footprint, things can be done on the rooftop. Commented affordable housing for people that work for our local businesses, need to think about this. Commented sewage capacity is sufficient except for extraordinary events, install a check valve at each sewer to put people's minds at ease.

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.

- John Saliken, Applicant and Architect, excited about project. Responded disabled access is fully accessible from street, through building, elevator, units are very spacious and can

accommodate wheelchairs. Responded there is a road dedication to create edge condition, landscaping, boulevard, curb and gutter to middle of street. Worked closely over year with Planning Department on design, comply with all zoning requirements and OCP, no shadow study. Responded more than likely will be fully EV capable, worked closely with City electrical consultant to Incorporate pad charger. Commented no solar panels, not ready to put back in the grid yet, option for future. More than likely will have heat pumps, whatever most efficient system is. Responded proud to have good mixed units, one bedrooms, two bedrooms, two bedrooms with den and family friendly three-bedroom units. Mixture of unit types in one building, gives sense of community, allows different people into building. Responded fully bylaw compliant for parking, numerous studies done, happy at this point, including visitor parking. Responded they're fully compliant with green space zoning bylaws. Responded to thermal footprint, likely will be light coloured roof, dealt with at next stage but will attempt to make environmentally sensitive building. Responded check valve will be included more than likely as per BC Housing code. Fossil fuel heating systems, commented gas on its way out, electric being pushed, not sure of market conditions, can't commit at this time to comply with that.

The public hearing for "Zoning Amendment Bylaw No. 2022-24" was terminated at 6:38 p.m. and no new information can be received on this matter.

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
John Vassilaki
Mayor

CITY OF Penticton

Minutes

penticton.ca

Public Hearing
held electronically and at City Hall, Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, June 7, 2022
at 6:00 p.m.

Present:	Mayor Vassilaki Councillor Bloomfield Councillor Miller Councillor Regehr Councillor Robinson Councillor Watt Councillor Sentes
Staff:	Donny van Dyk, Chief Administrative Officer Angie Collison, Corporate Officer Angela Campbell, Director of Finance & Administration Blake Laven, Director of Development Services Nicole Capewell, Planner II Kristen Dixon, General Manager of Infrastructure Anthony Haddad, General Manager, Community Services Paula McKinnon, Deputy Corporate Officer

1. Call to order

Mayor Vassilaki called the public hearing to order at 6:39 p.m. for Zoning Amendment Bylaw No. 2022-25.

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

2. <u>"Zoning Amendment Bylaw No. 2022-25" (713, 737 and 795 Westminster Avenue West)</u>

The purpose of "Zoning Amendment Bylaw No. 2022-25" is to amend Zoning Bylaw No. 2021-01 as follows:

Rezone

1. Lot 1 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan 3979;

2. Lot 2 District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan 3979, and
3. Parcel A (KK20280) District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 3979,

located at 713, 737, and 795 Westminster Avenue West, from the CT1 (Tourist Commercial) and R2 (Small Lot Residential) zones to the CD8 (Comprehensive Development Zone – 795 Westminster Avenue West), to facilitate the construction of a 3-storey mixed use development.

The applicant is proposing to construct a mixed-use (commercial and residential) development on the consolidation of three lots located on the northeast corner of Westminster Avenue and Power Street. The development consists of two three-storey buildings.

The Corporate Officer advised that one letter has 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.

- Stewart Fraser, Owner of Development, fantastic collaborative interaction with City Planners, met to identify City vision and goals for area, wanted to understand appropriate scale and density, thought three storey scale is most appropriate and to incorporate mixed use property for market. Available to answer any questions.
- Larry Albert, Power Street, Strata provided letter to Council, biggest concern is parking and lane access, lane that runs east-west already tight, with this project lane should be widened, lane between Blackforest Motel and property 713 can only allow one vehicle, significant changes need to be made to laneway for access, especially if people will be parking there. Has not seen anything about available parking for residents. Commented usually a dozen cars in Villa Rosa parking lot, does not see any parking in design for business space, come summertime parking almost non-existent.
- James Brown, Brunswick Street, can attest to previous speaker's parking concerns. Commented people need to park on Power Street or Westminster Avenue West just to get to restaurant, difficult for some people to walk. Agreed will be fully accessible through design, inquired what other measures being taken to address wheel chair accessibility, especially in laneway. Commented if two cars can't pass, what about fire truck from safety standpoint. In favour of project.
- Lori Goldman, Dauphin Avenue, commented it is 1960 warehouse design, nothing redeeming about design. Commented proposal says that OCP G20 calls for passive solar reducing roof heat, inquired about green roof, sees a patio is included on one building, inquired why not a community garden or green roof on both buildings to reduce heat and create community situation or have solar panels. Commented proposal states EV charging provision, inquired why wouldn't EV chargers be already installed. Inquired if townhouses include elevators. Commented proposal G34 about retaining trees, says it's not applicable, will trees be retained or replaced with suitable large trees, does not see a canopy in landscape plan, trees are necessary in city to reduce heat. Commented G34 also states hardscapes, should be permeable, inquired if developer has made some kind of provision for permeable hardscapes in development.

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

- Jordan Shade, Backstreet Blvd, impressed with design, fitting, great addition, especially if restaurant is kept. In support of development.
- Lynn Kelsey, Oakville Street, in favour of development, currently an eyesore, commented development will look very nice.

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

- Garth Bathgate, Churchill Avenue, wondering why they're not going for six storeys like El Rancho across the street, likes three storeys. Commented more trees the better.
- Stewart Fraser, Owner of Development, responded with lane to north, working with administration, couple things not outlined in proposal include dropping power lines, lane will be widening, setbacks are another 2.5 meters off of that, net width of lane will be increasing. Commented parking for residents is internal, some parking off lane for commercial uses and will function as access way right now into site. Responded all units designed at grade with access from street level, provisions to allow for lifts in units. Responded designing commercial unit on corner with rooftop patio to liven up street and address goals of northern gateway plan, townhouse units south facing have ability for rooftop patios. Responded EV charging will be providing EV stations for commercial, residential will have ability but not imposed. Responded softscaping where appropriate, using grass and mulch, corner or power and Westminster as patio space. Responded not going for six storeys due to depth of project, providing two stalls per unit, not in best interest for aesthetic or marketability point of view.
- Blake Laven, Director of Development Services, responded six-metre lane is typical all over city, confident lane is wide enough. Commented north-south lane will get constructed out. Commented developer will include corner cuts to make navigation around that area easier, should see improvements. Commented eleven street trees will be included along Power and Westminster, once matured will create desired effect.
- Councillor Bloomfield, commented on landscaping plan counted 19 trees and 79 shrubs.

The public hearing for "Zoning Amendment Bylaw No. 2022-25" was terminated at 7:03 p.m. p.m. and no new information can be received on this matter.

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
John Vassilaki
Mayor

CITY OF Penticton

Minutes

penticton.ca

Public Hearing
held electronically and at City Hall, Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, June 7, 2022
at 6:00 p.m.

Present:	Mayor Vassilaki Councillor Bloomfield Councillor Miller Councillor Regehr Councillor Robinson Councillor Watt Councillor Sentes
Staff:	Donny van Dyk, Chief Administrative Officer Angie Collison, Corporate Officer Angela Campbell, Director of Finance & Administration Blake Laven, Director of Development Services Nicole Capewell, Planner II Steven Collyer, Planner I Kristen Dixon, General Manager of Infrastructure Anthony Haddad, General Manager, Community Services Paula McKinnon, Deputy Corporate Officer

1. Call to order

Mayor Vassilaki called the public hearing to order at 7:03 p.m. for Zoning Amendment Bylaw No. 2022-26.

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

2. <u>"Zoning Amendment Bylaw No. 2022-26" (221 Huth Avenue)</u>

The purpose of "Zoning Amendment Bylaw No. 2022-26" is to amend Zoning Bylaw No. 2021-01 as follows:

> Rezone Lot 8 District Lot 5 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 10974, located at 221 Huth Avenue, from the R1 (Large Lot Residential) zone to the R2 (Small Lot Residential) zone in order to facilitate a 2-lot subdivision.

The applicant intends to subdivide the subject property into two lots.

The Corporate Officer advised that no correspondence has 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.

- Tony Giroux, available to answer any questions.
- James Brown, Brunswick Street, commented straightforward subdivision according to slides. Inquired if development permit has been submitted for this property. Inquired if accessibility was taken into consideration.
- Lynn Kelsey, Oakville Street, no issues subdividing a very wide lot. Inquired if old structure at back of property will be demolished.

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.

- Tony Giroux, responded no development permit requirement for single family homes, end user will determine whether handicap access is required, not necessary. Responded anything currently on the property will be cleared.

The public hearing for "Zoning Amendment Bylaw No. 2022-26" was terminated at 7:09 p.m. and no new information can be received on this matter.

Certified correct:

_____
Angie Collison
Corporate Officer

Confirmed:

_____
John Vassilaki
Mayor

Minutes

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Heritage & Museum Advisory Committee Meeting

held via Zoom
Wednesday, June 8, 2022
at 1:00 p.m.

Present:	Brad Hillis, Chair Karen Collins, Vice Chair Peter Achtem Jeanette Beaven Emily Fitzowich Anne Hargrave Viv Lieskovsky
Council Liaison:	Judy Sentes, Councillor
Staff:	Blake Laven, Director of Development Services Anthony Haddad, General Manager of Community Services Kelsey Johnson, Manager of Recreation, Arts and Culture Dennis Oomen, Museum Manager Hayley Anderson, Legislative Assistant
Regrets:	Blake Allen Nicole Ensing

1. **Call to Order**

The Heritage & Museum Advisory Committee was called to order by the Chair at 1:00 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the Heritage and Museum Advisory Committee adopt the agenda for the meeting held on June 8, 2022 as presented.

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

3.1 Minutes of the May 4, 2022 Heritage and Museum Advisory Committee

It was MOVED and SECONDED
THAT the Heritage and Museum Advisory Committee adopt the minutes of the May 4, 2022 meeting as presented.

CARRIED UNANIMOUSLY

DRAFT

4. **New Business**

4.1 Phase two of Heritage Awareness Project – Dennis Oomen, Manager/Curator, Penticton Museum and Archives

The Museum Manager, presented a report outlining the two phases of the Heritage Awareness Project. Phase one, which involved the installation of a museum exhibit, highlighting properties on the City's Heritage Registry. Phase II is now being launched, with the intent of getting Council support for heritage plaques on all heritage register properties. If supported by Council, a media release will follow and a letter will go to all owners of properties on the register.

It was MOVED and SECONDED
THAT the Heritage & Museum Advisory Committee recommend that Council proceed with phase two of the Heritage Awareness Project and install heritage plaques on buildings and properties currently on the City of Penticton Heritage Register.

CARRIED UNANIMOUSLY

Peter Achtem joined the meeting at 1:14pm.

General discussion about various heritage items followed. Of note, Emily Fitzowich, committee member, shared work she is doing pertaining to a design book showcasing various architectural styles currently present in Penticton. Anne Hargrave shared work she is doing with regard to the Heritage Registry, filling gaps and putting the register into chronological order.

5. **Next Meeting**

The next Heritage and Museum Advisory Committee meeting is tentatively scheduled to be held on July 6, 2022 at 1:00 p.m.

6. **Public Question Period**

7. **Adjournment**

It was MOVED and SECONDED
THAT the Heritage and Museum Advisory Committee adjourn the meeting held on June 8, 2022 at 1:35 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

_____

Hayley Anderson
Legislative Assistant

DRAFT

Council Report

penticton.ca

Date: June 21, 2022 File No: 0550-02
To: Donny van Dyk, Chief Administrative Officer
From: Angela Campbell, Director Finance and Administration

Subject: **2021 Annual Report**

Staff Recommendation

THAT Council receive into record the 2021 Annual Report as circulated.

Strategic priority objective

Mission: Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

Background

In accordance with Section 98 of the *Community Charter,* each year the City must prepare an annual report. The purpose of the Annual Report is to provide the following:

- The audited financial statements for 2021;
- A listing of the tax exemptions;
- A progress report regarding objectives and accomplishments of the previous year;
- A report regarding municipal services and operations;
- A statement of municipal objectives and the measures that will be used to determine progress for those objectives in the current and future years; and
- Any other information the Council considers advisable.

Climate Impact

There are no specific climate impacts related to the 2021 Annual Report, however the Report does highlight Council's adoption of the Community Climate Action Plan in 2021 and the adoption of the Corporate Energy and Emissions Plan in 2022.

Analysis

The 2021 Annual Report was released to the public on Monday, June 6, 2022 through the City's website at: www.penticton.ca under 'City Hall/Reports and Plans'. Per the 14-day notice period required by the

Community Charter Section 99(2) advertisements were placed in the local newspaper to notify the public of the 2021 Annual Report release. Printed copies were available for public viewing at City Hall as well as the Penticton Public Library.

This year's report highlights the City's efforts to minimize the financial hardship to the community caused by the pandemic while maintaining levels of service. To this end, Council approved a moderate tax increase for 2021of 1.95% to address inflation and COVID-19 impacts.

The report also highlights Council's focus on safety in 2021 with other achievements in 2021 highlighted in the report include putting plans in place to address the future of our aging assets, to improve access to child care, to reduce our contributions to climate change, and to support an age-friendly community.

Looking back 2011-2021

The annual report includes the Financial Statements for 2021 which is a snap shot of the City's financial situation. However, looking back to the past decade, in 2011 the City's liabilities were in excess of its assets due in large part to the significant borrowing that was done in preceding years. However, in 2021 due to the governance of Council and the financial management of Staff, the City is in a healthy financial position with Net Assets of $68M, an improvement of $100M in the course of 10 years. This was achieved with an average tax increase of 2.26% during the same period (CPI average increase was 1.64%).

Type	2011	2021
Cash & Equivalents	$54M	$129M
Debt	$74M	$24M
Net Assets (Debt)	$(32)M	$68M

This reversal in the City's financial position was also achieved during a time of dramatic change in the needs and expectations for the services of local government. Some of the changes that have transformed the City's services and operations over the past decade include:

1. **Evolution in Technology**
   - Improvements in technology have changed how we manage our assets and what legislative requirements are in place to manage infrastructure costs
   - Significant investments and use of GIS
   - Technology has led to more threats and need for cyber security

2. **Expectations for information and involvement**
   - Social media changed the news cycle and created a higher expectation for timely information as such more communications channels are utilized to meet expectations
   - More stringent legislation for management of information (FOIPPA) along with increases in requests received

3. **Environmental Responsibility**
   - Climate action legislation has changed to protect the environment
   - Changes in building code and recycling requirements

4. **Aging Infrastructure**
   - Identification and quantification of infrastructure deficit
   - Responsibility and prioritization of investment in assets including the Asset and Amenity Management Project to identify future infrastructure needs

5. **Financial Pressures**
   - Supply chain issues driving inflation and higher capital costs
   - Bargaining agreements and RCMP contracts

6. **Migration and Growth**
   - Historical slow growth in population
   - Demands for services created by increase in population

7. **Reconciliation**
   - Findings of Truth and Reconciliation Commission and United Nations Declaration of Rights of Indigenous People increasing Indigenous involvement
   - Legacy agreements and growing consultation expectation

8. **Extreme Weather**
   - Focus on emergency preparedness
   - Response to extreme weather events such as flooding, heat dome, wildfires and snow

9. **Social Needs**
   - Downloading of Provincial responsibility including opioid overdose emergency, the mental health crisis and increase in individuals experiencing homelessness
   - Need for childcare and support for aging population

10. **Economic Revival**
    - Lack of hotel space contributed to fewer events
    - New hotels, leveraging infrastructure, North Gateway Plan and convention marketing

The City continues to see significant advancements annually with notable achievements and key infographics documented throughout the report.

Attachments

Attachment A – 2021 Annual Report

Respectfully submitted,

Angela Campbell
Director Finance and Administration

Concurrence

A / Chief
Administrative Officer

AH

CITY OF Penticton

Annual Report

2021

City of Penticton **2021** Annual Report

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

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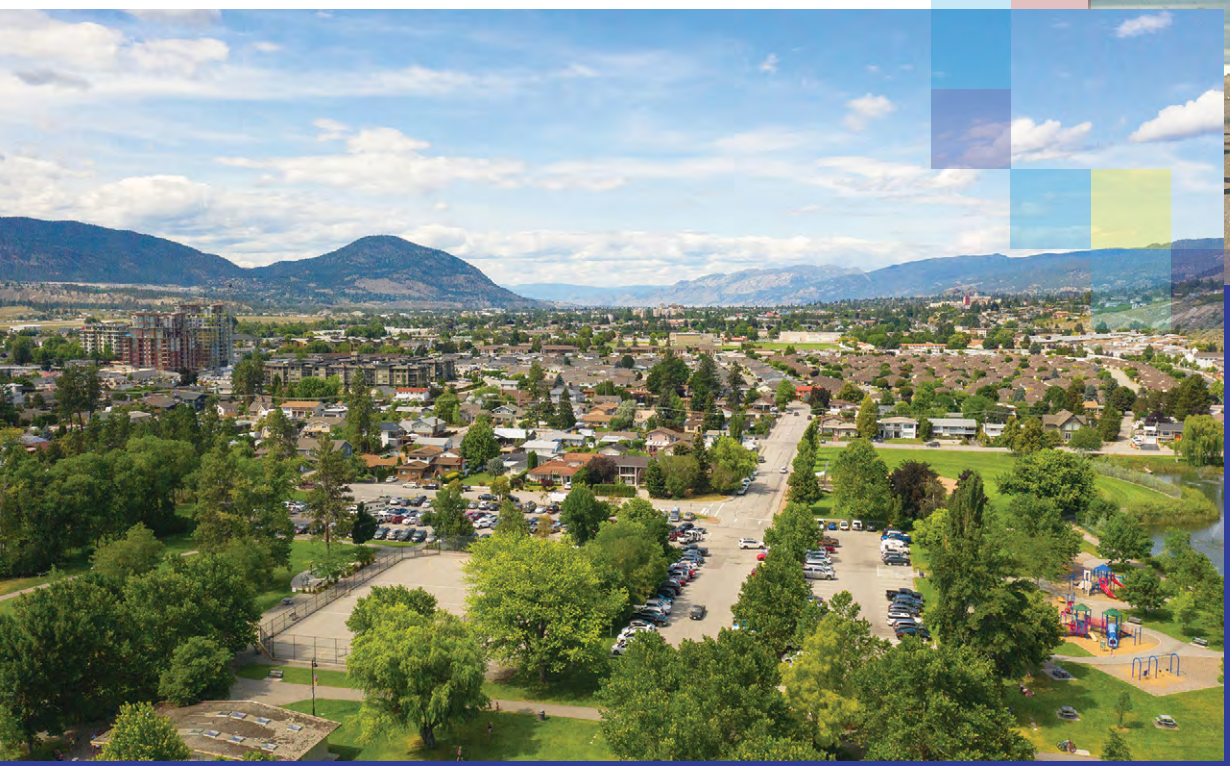
Our Vision

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



Message from Mayor John Vassilaki

On behalf of City Council, it's my pleasure to present the 2021 Annual Report.

This document is a comprehensive look back at 2021 and our success at meeting our strategic goals and priorities, while also reflecting on the year's challenges. The City of Penticton achieved much over the last year and I want to thank everyone who helped to drive positive change in our community. Thanks to your support, we have had a productive year, making our city even more connected and resilient.

At the heart of Council's key decisions are our three strategic priorities aimed at creating a safer and stronger City and providing a higher quality of life for all residents. Despite the struggles and uncertainties faced during the pandemic, we have worked to make our community a better place by putting plans in place to address the future of our aging assets, improving access to child care, reducing our contributions to climate change, supporting an age-friendly community and making investments to increase community safety and security.

After hearing from residents, Council made improving safety and security its primary focus in 2021 and again in 2022. The 2021 budget included funds to add four additional RCMP members to strengthen policing capacity and, in particular, to assist the RCMP in targeting prolific offenders. In 2022, Bylaw Services' staffing and hours of operation have increased to expand the response from Community Safety Officers to seven days a week. In addition to this increase in protective services, Council directed staff to conduct a Community Safety Resource Review which provided an opportunity for residents to contribute their opinions on this important topic.

Over the past year, the City has continued to invest in critical infrastructure and plan for the future of aging infrastructure. The completion of the Civic Places and Spaces Asset Management Project, provides the City with a roadmap for making decisions about investments in key assets. We have also advanced our commitment in our Transportation Master Plan to support active transportation by constructing new walking paths and bike lanes, including the Lake-to-Lake Bike Route.

Our community continues to show strong signs of growth and development. The release of Statistics Canada 2021 national census data confirmed that Penticton had a population increase of 9.3 percent over the last five years. This growth was evidenced in the City's building permit applications, in 2021 a total of 920 permits were issued, this is up from 731 permits in 2020. As Penticton continues to attract new residents, the City will face challenges in managing the growth and development in a thoughtful way. Affordability and challenges around homelessness is a key priority and the City continues to work with all levels of government to address these critical issues.

At a City level, we have a responsibility to take steps to protect our natural environment. Council endorsed the Community Climate Action Plan in 2021 and the Corporate Climate Action Plan in 2022, outlining a path to reduce our community's carbon pollution. This plan helps lay the foundation for individuals and businesses to make cleaner climate choices, ensuring our city continues to be a healthy place for us – and future generations.

To learn more about the City's goals and accomplishments, take a moment to review the pages of this annual report. As always, thank you for your interest in Penticton and our efforts to make our community a place to stay forever.

Mayor John Vassilaki
City of Penticton

Your City Council

Council's Roles

Council's key roles for leading the community are to:

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

Council Highlights for 2021

- In alignment with their top priority of Community Safety, Council supported a Community Safety Review intended to identify long term staffing level requirements across the City's community safety portfolio including RCMP, Bylaw and Fire.
- Penticton Indian Band Council and Penticton City Council held a Council-to-Council meeting in July. These meetings are important steps in reconciliation and relationship building as well as achieving opportunities to work together in a positive and respectful way that will benefit both communities.
- Updated the Community Climate Action Plan (CCAP) which sets out targets and recommends best practices and Penticton-specific solutions to help reduce emissions.
- Council supported the application for grant funding up to $150,000 from the UBCM under the new 2021 FireSmart Economic Recovery Fund which provided 100% of the funding for the City of Penticton FireSmart program.

- Council endorsed the "Child Care Action Plan" which was funded by a Child Care Planning Grant from the UBCM. The City of Penticton is committed to creating 722 new licensed child care spaces over the next 10 years (by 2030).
- Requested that the Province of BC hire an independent third party to complete an independent audit of BC Housing funded projects in Penticton. Purpose is to determine if sufficient actions have been taken to support those in need of housing and what the impact of these housing projects has been on the community.
- Following the development of the Skaha Lake Park East Plan and based on the Community Opinion Question on the by-election ballot, Council directed staff to develop a Request for Proposal to develop a long term Operating Management Agreement for the Skaha Marina as a means to fund much needed capital improvements.
- Council directed staff to commence the development of the Draft North Gateway Redevelopment & Investment Strategy and community engagement process in the fall of 2021.
- Council supported the four key recommendations of the "Civic Places and Spaces" Asset & Amenity Management project and provided direction to staff to complete a report and suggestions for next steps in early 2022.

Committees Active in 2021

Agriculture Advisory Committee

- Councillor **Julius Bloomfield**

Arts, Creative & Cultural Innovation Advisory Committee

- Councillor **Judy Sentes**

Community Sustainability Advisory Committee

- Councillor **Julius Bloomfield**

Economic Prosperity & Development Services Advisory Committee

- Mayor **John Vassilaki**
- Councillor **Campbell Watt**

Heritage & Museum Advisory Committee

- Councillor **Judy Sentes**

Parks & Recreation Advisory Committee

- Councillor **James Miller**

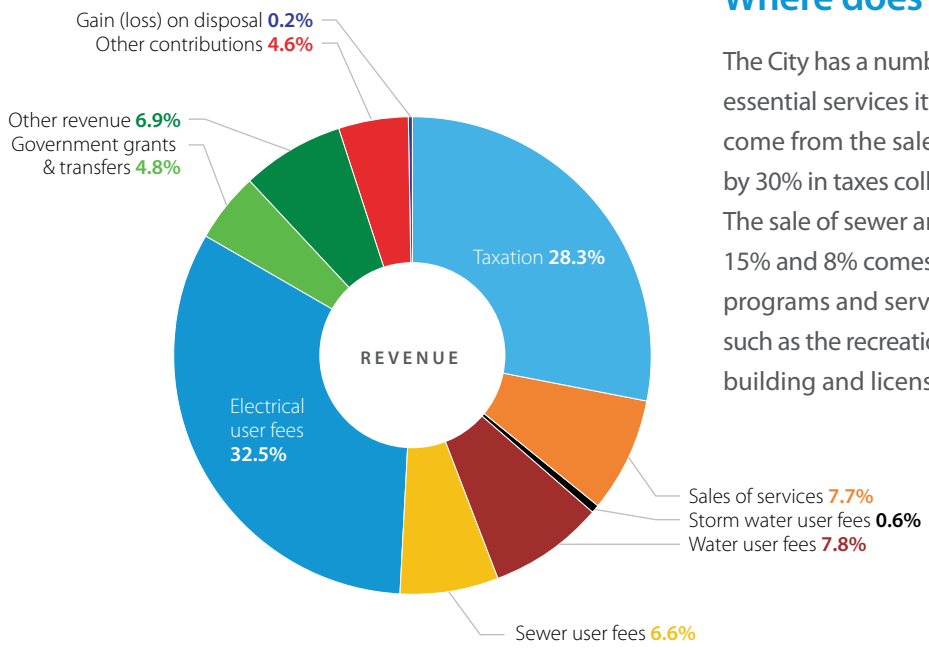
Penticton & Ellis Creek Restoration Select Committee

- Councillor **Frank Regehr**

Safety & Security Advisory Committee

- Mayor **John Vassilaki**
- Councillor **Katie Robinson**

Your City by the Numbers

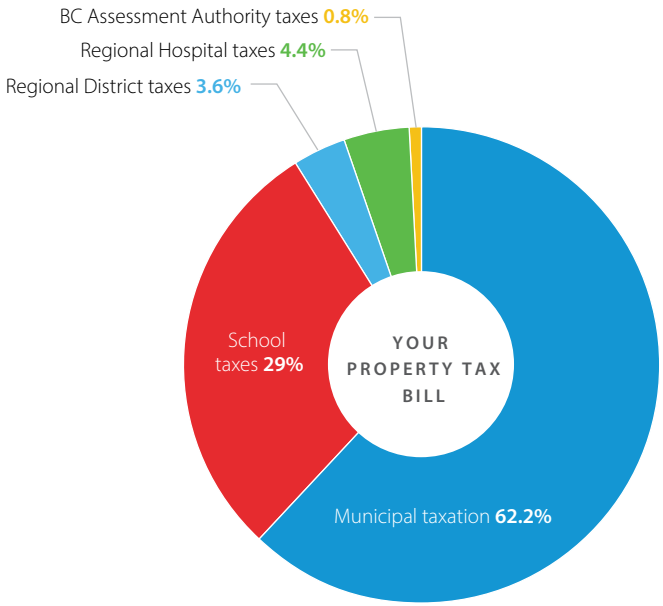


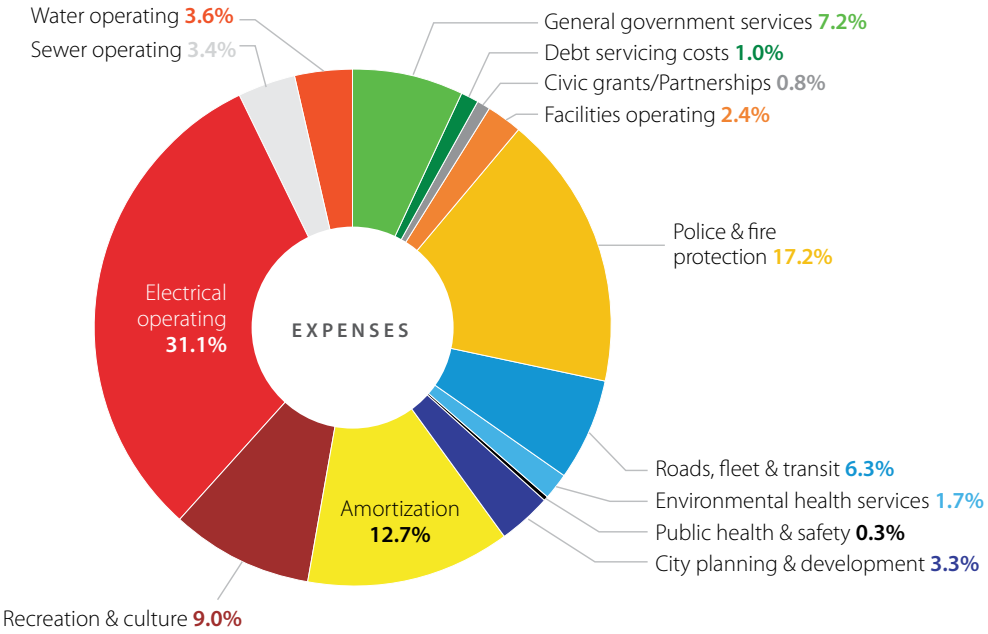
Where does City revenue come from?

The City has a number of sources of revenue to fund the essential services it provides. Over 34% of City revenues come from the sale of electricity to residents, followed by 30% in taxes collected from residents and businesses. The sale of sewer and water services makes up a further 15% and 8% comes from user fees collected for various programs and services, including use of City facilities such as the recreation centre, garbage and recycling fees, building and licensing fees, transit and parking fees.

Taxes

Did you know that the City collects taxes on behalf of other levels of government? Only 62% of the amount on your annual tax notice goes to the City, with the remaining 38% going to the School District, BC Assessment, the Regional District of Okanagan-Similkameen and the Regional Hospital District.





What do taxes and utility fees fund?

The City provides a range of services to its citizens, including critical infrastructure like streets, water, sewer and electricity. The City also provides police and fire protection services, operates the recreation and cultural facilities and provides development services to assist businesses. The chart above shows where the City spends its money to provide these services.

COUNCIL PRIORITIES 2020-2022

CITY OF Penticton

VISION

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

MISSION

Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

ASSET & AMENITY MANAGEMENT

The City of Penticton will ensure the services we provide to our residents and visitors are reliable and cost effective by proactively investing into our natural and built assets.

Strategic Initiatives and Actions

- Identify service levels and costs for all community owned assets and services.
- Review our amenities and investigate ways to maximize their usage and value while exploring innovative service delivery options with regional and other partners.
- Review agreements and determine fee structures to reflect the fiscal realities and affordability for users of services.
- Promote continuous improvement on our Asset Management processes.
- Modernize the DCC Bylaw to reflect current growth and appropriate distribution of infrastructure costs.
- Ensure City land is maximized to its full potential.

COMMUNITY SAFETY

The City of Penticton will support a safe, secure and healthy community.

Strategic Initiatives and Actions

- Engage Criminal Justice system through collaborative approaches to reduce the impact of prolific offenders on the community.
- Continuing engagement with BC Housing and Interior Health to reduce or mitigate the effect of health issues in the community.
- Enhance safety through partnerships with other service delivery agencies.
- Improve resident and visitor confidence through engagement, protection, prevention and enforcement.
- Invest in appropriate human assets and technology to keep our community safe and secure.

COMMUNITY VITALITY

The City of Penticton, guided by the Official Community Plan, will promote the economic wellbeing and vitality of the community.

Strategic Initiatives and Actions

- Support the community in economic recovery from the impacts of the COVID-19 health crisis.
- Attract and promote sustainable growth and development.
- Expand and invest in safe multi-modal transportation options including the 'Lake to Lake' connection.
- Utilize best management practices and strategies related to climate change adaptation and mitigation activities.
- Encourage environmentally sustainable development including renewable energy initiatives.
- Continue Downtown revitalization focused on cleanliness, safety, vibrancy and sustainable infrastructure.

Message from the CAO

On behalf of City staff, I am pleased to present the 2021 Annual Report. This report serves to highlight the work completed in 2021, as well as outlining our goals and objectives for the coming year as we continue to strive for excellence in service delivery, value for dollars and community vitality. Additionally, the report provides citizens with a snapshot of the City's finances as of December 31, 2021.

During the past year, our team remained committed to achieving the strategic goals set out by Council at the beginning of their term. These goals are focused on Asset & Amenity Management, Community Safety and Community Vitality. We made progress in a number of areas in 2021 including Asset & Amenity planning, kick off of the Community Safety Review and completion of Sections 3 and 4 of the Lake-to-Lake Bike Route which are all detailed in this report.

As the world changes around us, the City of Penticton will continue to adapt and respond in a timely way, thinking for the future as we strive to make our community a better place for everyone.

We have an excellent foundation on which to grow and we're ready for the opportunity!

Chief Administrative Officer,
Donny van Dyk

2022 Initiatives: Community Safety

The City of Penticton will support a safe, secure and healthy community.

- Community Safety Review
- Continue FireSmart Penticton Program for 2022
- Crime Reduction: Property Crime and Drugs
- Employee Wellness Strategy
- Enhance Proactive Policing through Prolific Offender Management and Traffic Services
- Enhancing Fire Fighting Apparatus Program
- Evaluate Results of the Downtown Penticton Association's Remote Guard Service Pilot Project
- Expand Bylaw Services and Community Safety Capacity
- Expanding Internal Training Strategy and Resources
- Explore City Sponsored Monitoring Devices for Repeat Offenders
- Family and Sexual Violence Support
- Host Wildfire Training Symposium 2022
- Increase Information Technology Capacity
- Mental Health and Substance Use Support for the Community
- Ratify New Collective Agreement with the International Association of Fire Fighters, Local 1399
- Traffic and Road Safety Enforcement
- Upgrade Public Washrooms to Address Vandalism and Safety Issues
- Water Treatment Plant (WTP) Arc Flash Study

2022 Initiatives: Asset & Amenity Management

The City of Penticton will ensure the services we provide to our residents and visitors are reliable and cost effective by proactively investing into our natural and built assets.

- Construct New 2-Bay Storage Building at Fire Hall 202
- Finalize and Implement the Asset & Amenity Management Project
- Implement Asset Retirement Obligations
- Partnership with RDOS to Address Sanitary Sewer Plant Residuals and Organics Waste Management
- Penticton Creek Naturalization Project
- RCMP Building Mechanical Upgrades
- Skaha Park Splash Pad Replacement
- Upgrades for Dam Safety Compliance
- Advanced Wastewater Treatment Plant Expansion

2022 Initiatives: Community Vitality

The City of Penticton, guided by the Official Community Plan, will promote the economic wellbeing and vitality of the community.

- Cleanliness Initiative for Parks and Core City Areas
- Complete a Housing Policy Review
- Completion of Section Three and Four of the Lake-to-Lake Bike Route
- Conduct Distribution System Resiliency Study
- Continue COVID-19 Business Community Support and Recovery
- Create a New Point Intersection to Address Traffic Congestion
- Develop an Urban Forestry Master Plan
- Expansion of the Library Holds Program to Penticton Community Centre
- Implementing the Community Climate Action Plan
- Installation of a New Lighted Landmark for the Nighttime Landscape
- Introduction of a Fully Electric Vehicle to Fleet Department
- New Online Application Software for Developers and Homeowners
- Online Accommodation Platform (OAP) Housing Study
- Refresh the Okanagan-Similkameen Transit Future Plan
- Strengthening Penticton's Housing Response
- Support Event Portfolio and Future Destination Development

2022 Initiatives: City Mission

Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

- Conduct the 2022 General Local Election
- Continue Recreation & Culture Service Recovery Plan
- Facilitate New Council Orientation and Strategic Planning
- Implement a City Mental Health Strategy
- Implement Cleland Theatre Optimization Plan
- Implement IRONMAN Canada Event
- Improve RCMP Investigation Capacity through Technical and Administrative Support
- Installation of Penticton Heritage Plaques

Divisions & Departments

Chief Administrative Officer

Finance & Administration

- Finance
- Procurement & Inventory
- Communications & Engagement
- Corporate Services
- Information Technology & Geographic Information Systems (IT/GIS)
- Human Resources & Safety

Community Services

- Facilities
- Recreation & Culture
- Museum & Archives
- Economic Development
- Land Administration

Penticton Public Library

Infrastructure

- Electric Utility
- Engineering (Design, Water & Wastewater Treatment)
- Public Works (Roads, Utilities, Parks & Fleet)

Development Services

- Planning & Licensing
- Building & Permitting
- Development Engineering
- Social Development
- Bylaw Services

Penticton Fire Department

RCMP

Chief Administrative Officer

What We Do

The Chief Administrative Officer (CAO) is responsible for the overall leadership and management of the City and ensures programs and services are delivered efficiently and effectively. The CAO also ensures Council is up-to-date on corporate matters and that the policies and directions of Council are implemented.

The Office of the CAO bridges the strategic direction of the municipality to its operational activities. Council direction, corporate goals, community goals and stakeholder interests are all considered.

The core functions of the CAO's office are:

- Overall management of the day-to-day delivery of municipal services
- Implement Council directions and policies
- Communication link between Senior Administration and Council
- Support to Mayor and Council
- Culture setting
- Issues management

Finance and Administration

What We Do

Division

The Finance and Administration division, led by the Director, works as a strategic partner with departments throughout the City to ensure effective delivery of City services and programs by providing financial, human resources, information technology, procurement, and communication and engagement services. We are responsible for the overall financial administration of the City, corporate administration, recruitment, retention and development of the City's workforce, managing the City's public communications and community engagement, and the collection of all City revenues.

Director's Office

Provides strategic financial leadership to the City, financial advice to City Council and overall leadership to the division. The Director is the City's Chief Financial Officer and the City's Risk Manager, responsible for administering the risk management and insurance program. The Director also leads corporate business planning and reporting, and co-led the development and implementation of the Asset & Amenity Management Council Priority.

Finance

Provides financial leadership to the City. We deliver transactional services, financial analysis and relevant reporting to both internal and external users for their decision-making purposes as well as maintaining controls to safeguard the City's financial resources. We are responsible for coordinating with each City department to establish a five-year financial plan and ensure spending compliance with the plan. We also coordinate in-year forecasts, annual updates to Fees and Charges and annual budget presentations to Council.

Additionally, the Finance department consists of Revenue & Collections, which is responsible for billing and collecting a variety of service fees and taxes, including the City's electricity, water and sewage as well as property taxes. We also provide collection services on behalf of external organizations, as their taxes are included in the City's property tax notices.

Procurement & Inventory

Provides centralized procurement services for the acquisition of goods and services following an established fair and transparent competitive process to allow all suppliers an equal opportunity to do business with the City of Penticton. This includes coordinating all requests for proposals and bids for contracts. We also manage the City's inventory through a consistent and efficient service delivery model and ensure appropriate disposal of City assets when they become obsolete or reach the end of their life cycle.

Communications & Engagement

Focuses on keeping our residents informed about operations in the City and new decisions and directions from Council. We engage with residents to seek input and help inform Council about community interests and priorities.

Corporate Services

Responsible for conducting local elections, organizing and preparing the agendas and minutes for Council and Council Committee meetings, maintaining and preserving City records and managing Freedom of Information and Protection of Privacy issues and requests.

Information Technology & Geographic Information Systems (IT/GIS)

The primary purpose of IT/GIS is to support City departments and other affiliated organizations with their daily use of IT services through quality customer service. To do this, we provide secure and stable technology infrastructure which delivers reliable IT services and solutions to more than 400 users.

Human Resources & Safety

Strives to balance the needs of all City staff by developing and managing corporate programs. These include recruitment, labour relations, collective bargaining, training, staff development, payroll and benefits, and health and safety.

2021 Achievements

- Concluded the 18-month review of the City's aging assets and presented four key recommendations to Council in September 2021. These recommendations provide a **long-term plan to manage assets** that is fiscally responsible and focuses on delivering high quality services. This is an important step to complete the Asset & Amenity Management Council Priority. Read more at: www.shapeyourcitypenticton.ca/civic-places-and-spaces
- Implemented the City's **Capital Borrowing program**. During the 2022 budget deliberations, City staff presented capital project borrowing requirements that were approved by Council through the 2022-2026 Financial Plan. Annually, City staff will present the capital project borrowing requirements as part of the budget deliberation process.
- In 2021, Finance staff completed a historical comprehensive **review of Development Cost Charges** (DCCs) to enable the updating of the DCC Bylaw. Through this review, a one-time adjustment was made for past and active projects that were eligible for DCC funds. When finalized, the DCC Bylaw will be presented to Council for adoption. Additionally, enhanced DCC reporting will be included with the City's Annual Report.
- To streamline the process for claiming the **Home Owner Grant**, the Province centralized applications from home owners by requiring the application to be made directly to the Province, rather than through the various BC municipalities. Eligibility for the Home Owner Grant did not change. The new online system is easy to use and is able to process applications faster. The City of Penticton's role changed in 2021 from collecting applications for the grant to providing information and updates to customers on how to claim their grant, and ensuring the approved grants were reflected on the home owners' property tax accounts.
- **Cyber threats** are an increasing concern for BC municipalities. In 2021, the Information Technology department improved internal systems to strengthen the City's defense against cyber attacks. In 2022, additional strategies and monitoring will be put into place under the guidance of the new IT Operations Supervisor position.
- The COVID-19 pandemic has heightened the need for a **mental health strategy** for City of Penticton staff. In 2021, the Human Resources & Safety department created a strategy that will shape employee training and supports related to mental health. Training programs to improve staff awareness of mental health, indicators for when to seek help, and what resources are available will be rolled out in 2022.
- **Conducted a by-election** for a City Councillor. General Voting Day was held on Saturday, June 19, 2021 with three advance voting opportunities for residents. Included with the by-election was a Community Opinion question to determine if citizens support the City entering a long-term agreement with a private operator for the Skaha Lake Marina.
- The Procurement & Inventory Services department, with assistance from the IT department, **implemented bar code scanning** for inventory items. Scanners were used for the 2021 annual inventory count creating efficiencies by reducing time spent on data entry and reducing the chance of data entry errors.

Facts and Stats 2021

Finance

- Issued approximately **1,100** accounts receivable invoices
- Approximately **13,800** accounts payable invoices processed to issue approximately **7,600** cheques and EFT payments
- Approximately **200** cemetery sales
- **43.7%** e-billed utility accounts (up **4.3%** from 2020)
- On average **628** utility customers moving in and out of properties each month
- **1,756** phone calls to Utility staff and **2,602** calls fielded by Reception staff each month on average
- **10,498** total Home Owner Grants claimed in 2021
- City of Penticton held an Annual Tax Sale in 2021 with one property being processed in this sale
- **2,231** walk-in customers and **1,122** City Hall drop box payments processed by cashiers each month on average
- **20,500+** payments received online each month

Procurement & Inventory

- **54** public bid opportunities were posted
- **$10M** in contracts were awarded
- **861** purchase orders issued, totalling **$5.1M**
- **4,107** inventory withdrawals processed, totalling **$2.1M**
- **$1.9M** saved by obtaining quotes

Communications & Engagement

- Completed **19** community engagement projects with **6,206** active community engagement members
- Hosted **53** engagement events and conducted **20** feedback surveys
- **Shapeyourcitypenticton.ca** online engagement platform received **27,800** visits
- Released **263** official announcements
- **16,466** social media followers on Facebook, Instagram and Twitter, combined
- Video programs reached **133,200** viewers on Facebook and Instagram

Corporate Services

- **21** Public Hearings
- Managed the process for Council meetings including **19** regular meetings, **11** special meetings and **17** Committee of the Whole meetings
- Processed **43** Freedom of Information requests and **34** bylaws
- **8** active Council Committees logged **54** meetings
- **26** recommendations received from Council Committees

Human Resources & Safety

- **1,324** general resumes received
- **81** external postings for **158** positions and **2,955** total external applicants
- **118** positions filled by external applicants
- **36** internal only postings for **45** positions with **109** total internal applicants
- **49** positions filled by internal applicants
- **10,144** safety-related forms completed digitally through BIS
- **33** staff completed in-person safety-related classes and **221** staff took part in online safety-related courses.
- Return to Work Program: **7** lost-time claims with **100%** Return to Work
- **6** health care only claims
- Claims costs reduced to **$16,449** in 2021 down from **$18,711** in 2020

Community Services

What We Do

Division

Contributing to a healthy community and enhancing quality of life are the overarching priorities of the Community Services division. Led by the General Manager of Community Services, we welcome residents and visitors to our many recreation facilities and parks, where we deliver a wide range of recreation programs and services for people of all ages. We design, operate and maintain City-owned buildings. Land Administration manages over 500 City-owned lands and through the Museum & Archives, we support preservation of the heritage and history of our community. Our Economic Development office identifies opportunities to support economic growth including attracting sports and events that promote the City of Penticton as an event destination.

Facilities

Responsible for planning, design, construction, operations and maintenance of City-owned and leased buildings. We ensure they operate at optimum efficiency to enable other City departments and leaseholders to effectively deliver services and programs to the community.

Recreation & Culture

Promotes and contributes to a healthy community and enhances the quality of life for Penticton residents and visitors. Our department is responsible for the planning, management and delivery of recreation, aquatics, events and festivals, and active living opportunities. We partner with volunteers, community members and private sector providers to support recreation and wellness opportunities in our city.

Museum & Archives

We are committed to the presentation, preservation and interpretation of Penticton's history and heritage. We work with local heritage and natural history groups and are active in provincial heritage and museum affairs. Within Archives, we collect and preserve the documentary and photographic history of the region and serve as an important resource for researchers and City staff.

Economic Development

Our mandate is to increase the economic vitality of Penticton. To do this, we collaborate with stakeholders – like community businesses, potential investors, not-for-profit organizations and social service agencies – as well as with Council and City staff to identify opportunities to support economic growth. We promote the City of Penticton as an event destination and contribute to a healthy and vibrant community by attracting, developing and facilitating festivals and sporting events in the City.

Land Administration

Manages all City land sales and purchases, and administers the beach and mobile vending programs. Our department is also responsible for more than 500 City-owned properties, which includes more than 140 residential and commercial tenancies. Our staff ensures legal requirements are met for various land transactions. We also provide legal research, title and company searches to all City departments.

2021 Achievements

- Successfully hosted a second virtual **Penticton Public Sculpture Exhibition** in 2021, including expanding the program with an additional art piece along the Lakeshore Drive walkway. This program continues to be an important opportunity to provide arts and culture to the community.
- The City's Facilities team successfully completed **roof replacements** at Fire Halls 201 and 202 and City Yards' main building.
- Successfully coordinated and completed replacement of the aging ice plant refrigeration system at **McLaren Arena** over the spring and summer with no impacts to the 2021 skating season.
- **Worked with Activate Penticton Society** in the design, layout and construction process of the Outdoor Public Skating Rink to ensure all City requirements were met for the facility to be open in 2022.
- **City-owned public washrooms** underwent renovations to address vandalism and public safety issues. In 2021, security gates and push lock systems were installed for all year-round washroom facilities. Additional work was completed for washroom systems to prevent damage and tampering to plumbing fixtures.
- **Successfully supported the RCMP** through the operations and administrative functions, ensuring the delivery of critical safety services for our community. In 2022, municipal RCMP management functions moved to the RCMP Division.
- **Penticton Museum worked with the En'owkin Centre** to curate an Indigenous languages exhibit called Our Living Languages, First Peoples' Voices

in British Columbia. The exhibit was on display from July to September 2021 and served as an important step in the efforts to preserve and revitalize Indigenous languages.

- In 2021, the City conducted planning sessions with businesses and landowners in the **North Gateway** as well as community engagement events to support investment and growth in the North Gateway. A design charrette was held in September 2021 which helped shape the proposed design concept. The planning process is moving forward into 2022, which will be followed by implementation.
- In consultation with local soccer clubs, the City of Penticton **assumed operation of the soccer Sportsplex** as of November 1, 2021. The City established a Sportsplex Working Group whose first matter of business was to initiate a playing surface review.
- Working with Council and the Parks and Recreation Advisory Committee, the creation of the **Skaha Marina Request for Proposal (RFP)** document and resulting call for proposals established the development of a long term Management Operating Agreement for the future use and enhancement of the Skaha Marina lands.
- **In partnership with Travel Penticton** and the local accommodation industry, enabled the ability for a 3% Municipal and Regional District Tax (MRDT) proposal to be supported by the Province, increasing the amount of annual funding to help market our community to visitors on an annual basis.
- The City of Penticton made updates to the **Beach & Mobile Truck Vending** programs in 2021. The program offers three-year beach vending and one-year mobile vending permits. This update has created more interest and opportunities for new vendors. Mobile and beach vendors enhance the experience of residents and visitors along Okanagan Lake and Skaha Lake by offering unique and iconic food and merchandise.

Facts and Stats 2021

Economic Development

- Hosted **5** sporting events, **6** community events, and **6** City engagement events in outdoor public parks/spaces. **18** event contracts were prepared and then cancelled due to COVID-19 pandemic health regulations
- **4** airlines operating at YYF Penticton Airport – the most ever
- Picnic-ton Program – **40+** businesses registered, **2,500+** Picnic Packs distributed, **36** extra picnic tables distributed to City parks
- Tasting Room Map – **41** winery, brewery, cidery and distillery rooms featured
- **$108,452** grant funds to support non-profit special events and **$70,200** grant funds to support partnerships for special events

Facilities

- Responsible for **25** major buildings
- Buildings range from **10** to **90** years in age (average age is **42** years)
- Floor area of City buildings ranges from **100** to **250,000 square feet** (about **650,000 square feet** in total)

CITY BUILDINGS cover
650,000 SQ FT

Over $100,000
GRANT FUNDS
to support non-profit special events

Over 90,000
program and activity
REGISTRATIONS

12 BROWN BAG
Lecture Series

4 AIRLINES
Operating at the YYF Penticton Airport

Recreation & Culture

- **94,708** program and activity registrations
- **5,000+** hours of sport field rentals
- **1,450+** hours of ice rentals – McLaren Arena
- **$18,500+** grant funds to support recreation program delivery

Museum & Archives

- **7,959** museum visits
- **12** Brown Bag Lectures
- **$50,000+** grant funds received to support museum & archives services
- **2** temporary exhibits

Land Administration

Prepared and /or managed agreements for:

- **14** residential tenancies
- **122** leases and licenses-to-use
- **21** beach vendors in **12** locations and **4** concessions
- **30** net metering agreements for solar energy
- **20** Crown Leases/Licence of Occupation
- **60** Land Title Office documents registered
- **3** property purchases/land swaps

Penticton Public Library

What We Do

At the Penticton Public Library, we have a mandate to promote literacy, meet the information needs of our community and offer programming opportunities for residents of all ages. In addition to physical and digital book collections, we offer technical services such as the Integrated Library System (Catalogue), information technology training and support, and reference services to assist with research. The Penticton Public Library is governed by a Board which consists of a City Councillor and eight-to-ten citizens, day-to-day operations are led by the Chief Librarian.

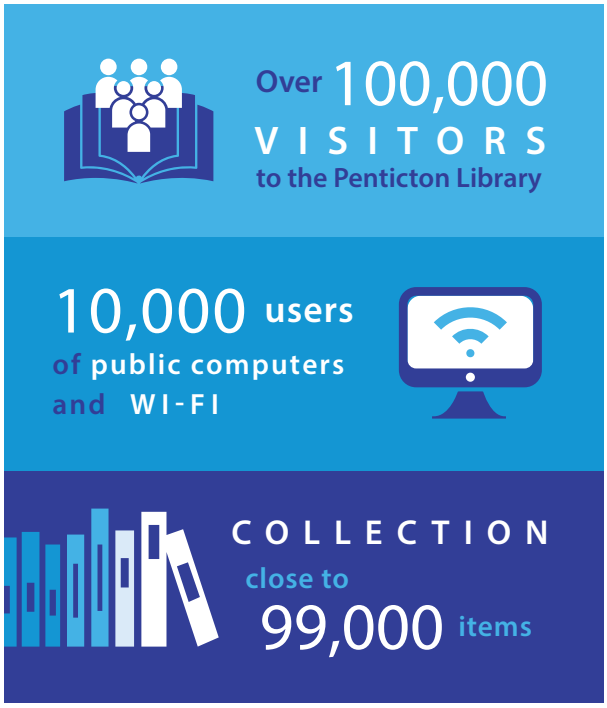
2021 Achievements

- Early in 2021, the Penticton Library underwent a **review of circulation services** to look for efficiencies in staff workflow and service delivery. The result of the review was a restructuring of associated departments, streamlined the material cataloguing process, enhanced the homebound and interlibrary loan services (through staff reorganization), and transitioned to a new library catalogue system.

- In August 2021, the Penticton Library **launched a new online access catalogue** and patron database (ILS = Integrated Library System). The new catalogue allows the Library to personalize and customize the site to better meet the needs of patrons. Patrons can now track their borrowing history, make reading lists and intuitively search the library's collection. The new ILS provides direct patron access to the provincial interlibrary loan system and directly links patrons to our librarians to propose requests and recommendations to add to the library's collection of materials.
- New values-based **Strategic Framework and Business Plan (2021-2022)** was developed to replace the previous four-year strategic plan (2020 – 2024). The Framework provides values-based guidance and the flexibility to adapt to emerging circumstances and shifting community needs while taking advantage of our organizational strengths. Our primary priority is to resume the most library services we are able, within COVID-19 health requirements. With the support of the City of Penticton, we returned to our full hours in July 2021. Our next steps include resuming in-person programming for all ages, enhancing literacy building for children, providing students with study space and encouraging patrons to stay and read newspapers and magazines. Literacy based programming for all ages is under constant assessment at the Library.

Facts and Stats 2021

- **104,782** visitors welcomed to the Penticton Library and **79,880** online visitors
- **13,274** active resident card holders
- **229,596** items circulated, plus **69,430** digital items
- **98,706** items in the collection
- **17,778** reference questions answered
- **No exams** officially proctored in 2021 due to COVID-19 restrictions
- **10,152** uses of public computers and Wi-Fi
- **218** programs (both in-person and online) attended by **7,550** people (in-person and viewed)
- **57.5%** average increase in database use
- **1,935** items borrowed from or lent to other libraries



Infrastructure Division

What We Do

Division

The Infrastructure division, led by the General Manager, is responsible for overseeing many of the City's operations that enable our residents to go about their daily lives. Our team is responsible for planning, designing, constructing, operating and maintaining City infrastructure assets including the electrical distribution system, roads, bridges, parks, beaches, water treatment and distribution networks, and sewer collection and treatment systems. Our Division manages the BC Transit contract and the contracts for garbage and recycle collection as well as setting utility rates for Penticton customers.

Electric Utility

The City of Penticton owns and operates the electric utility, providing service to residential, commercial and industrial customers. Our department is responsible for overseeing operations, maintenance and ongoing improvements of the electrical distribution system. We also manage traffic signals and street lighting.

Engineering

Consists of the Design branch, Water Treatment branch and Wastewater Treatment branch. We are responsible for the planning, design and construction administration of the road, cycling and pedestrian network, the water distribution system, the wastewater collection system and the drainage system. This includes water and wastewater treatment plants, water reservoirs, water pump stations and sewage lift stations. We also keep record drawings, perform survey functions and issue Road Closure Permits for special events.

Public Works

Consists of the Utilities branch, the Roads and Drainage branch, the Parks branch and the Fleet branch. Together, we keep our community safe by supplying clean drinking water and providing a reliable sanitary sewer system and storm water drainage system. We provide irrigation water to the agricultural areas and operate and maintain our City-owned dams. We also manage the road maintenance in our community, as well as the parks and cemeteries, and we collect your garbage and recycling. To help support these services, we also manage the City's fleet of vehicles.

2021 Achievements

- In 2021, the Parks department **expanded waste and recycle collection at parks and beaches** to encourage recycling in our parks and reduce the amount of recyclables that end up in our landfills. The new receptacles include QR codes that can be used by residents and visitors to alert City staff when they require servicing.
- **City Council adopted a new Integrated Infrastructure Master Plan** in 2021. The plan aligns the water, storm, sanitary and transportation master plans with the City's Official Community Plan (OCP) and provides a prioritized action plan for the next 5, 10, 20 and 25 years.
- The City completed the first two (of four) sections of a new all ages and abilities, **Lake-to-Lake Bike Route**, which opened to cyclists on August 1, 2021. This milestone is an important step for the City of Penticton to expand transportation infrastructure for cyclists and to convert vehicle trips to active transportation in an effort to reduce greenhouse gas emissions.
- The City completed a **Source Water Protection Plan**, which will ensure the City can continue to provide high quality drinking water for the future. The plan assessed potential hazards and risks to our source water (both Okanagan Lake and Penticton Creek), and made recommendations for protection including best management practices, creating a legal framework, and educating recreational users.
- The City replaced a number of key pieces of equipment in 2021 at the **Advanced Waste Water Treatment Plant** and within our sanitary system network, including a centrifuge, a number of pumps, and the heavy septage bin.
- In 2021, **the City hired an Electrical Distribution Engineer In-Training**. This new position will apply their knowledge to write electrical specifications, approve equipment for use, and assist in creating standards and documents to construct a safe, reliable and sustainable distribution system.
- The City continued to work with the Regional District of Okanagan-Similkameen (RDOS) on plans to **introduce an organics and bio solids processing facility** at the Campbell Mountain Landfill.
- In an effort to maintain and potentially expand the agricultural irrigation water supply for the south agricultural system and storm water retention for Ellis Creek, **dam safety upgrades** are required for the Ellis 4 Dam. In 2021, the City awarded the design contract and commenced with the detailed design process. Design and permitting will continue in 2022 and construction is expected to start in the fall of 2023.
- The City Parks department began a **racket courts strategy and utilization review** in 2021. The City gathered court user details for three months to identify common user trends and make recommendations for court improvements for all residents and visitors of Penticton. Analysis of the data will occur in 2022.
- All Penticton transit stop locations were inspected and **necessary upgrades determined**. The upgrades will be prioritized for action in 2022 and future years.

Facts and Stats 2021

Public Works

- Maintained and supported: **190** City fleet mobile units, **120** City fleet small equipment, **57** Regional District of Okanagan Similkameen fleet, **27** licensed fleet and the small equipment fleet for the Penticton Fire Department **22** generators and **36** RCMP fleet
- Maintained **260 km** of roads/lanes, **161 km** of sidewalks, **256 km** of water mains, **94 km** of storm water mains and **172 km** of sewer mains
- **4,000 tonnes** of sewage waste compost produced
- **4,402 tonnes** of garbage, **1,933 tonnes** of recyclables and **1,777 tonnes** of yard waste collected through contract
- **45 km** of trails/walkways, **110+ acres** turf, **6,700** trees owned and maintained, **16** sports fields and **10** playgrounds
- **8** beach locations and **6** off-leash dog areas
- **500+** pieces of furniture, **180** hanging baskets, **300+** litter receptacles and **130** irrigation systems

MAINTAINED

260km of roads and lanes

161km of sidewalks

45km of trails and walkways

COLLECTED

4,402 tonnes of GARBAGE

1,933 tonnes of RECYCLABLES

1,777 tonnes of YARD WASTE

Electric system peaked at 82,589kVA

7 billion litres of water TREATED

Engineering

- **5.5 billion litres** of water pumped from Okanagan Lake station to the Penticton Water Treatment Plant
- **1.5 billion litres** drawn from Penticton Creek
- **19.4 million litres/day** required for average daily water demand
- **4,459,807 m3** of wastewater received
- **331 litres/day** discharged per person into the sewer system on average
- **7,940,448 kg** of bio solids produced and trucked to Campbell Mountain Landfill for composting
- **454,405 m3** of reclaimed water recycled for use as irrigation in City parks and golf courses

Electric Utility

- Electric system peak occurred in June 2021 = **82,589 kVA**
- Service provided to **19,669** customers (**17,686** Residential and **1,983** Commercial)
- **4** substations feeding **21** distribution circuits
- **4,005** power poles (**2,677** wood and **1,328** steel)
- **2,731** distribution transformers
- **380 km** of overhead power lines
- **193 km** of underground cables
- **3,505** streetlights
- **40** traffic signals
- **6** pedestrian crossing signals

Development Services

What We Do

Division

The Development Services team, led by the Director, serves the community by building, enhancing and securing a vibrant, healthy and safe Penticton. We work with the public and development community to guide growth and provide support and direction for those investing in our City's future. We abide by robust and transparent processes to facilitate smart long-term planning, land use policies, enforcement of City regulations, community safety and well-being, and bylaw education. We are also responsible for community sustainability and meeting the City's Climate Action commitments.

Planning & Licensing

Manages land use policies and regulations for the City with the goal of achieving a liveable community with a high quality of life. We are often the first point of contact for development in Penticton, and we ensure all development aligns with City bylaws and policies, including the Official Community Plan. We also oversee Climate Action commitments and the City's business, short term rental, liquor, and cannabis licensing programs.

Building & Permitting

Ensures buildings are constructed safely and that consistent standards for construction and development in Penticton are followed, including priorities set out in the Community Climate Action Plan. We interact regularly with residents, local businesses and other stakeholders, providing information and education on how to meet City and provincial regulations, and enforcing these requirements as needed, through inspection and monitoring.

Development Engineering

Working in close partnerships with the Planning and Building departments, Development Engineering ensures that infrastructure built as part of any new development meets established standards and conforms to City bylaws. Additionally, we serve as a liaison between Public Works and Penticton's development and design community.

Social Development

Builds and enhances the social well-being of Penticton. Aligned with the City's Community Safety priority, we provide leadership and support to the community on social planning, responses and monitoring opportunities to strengthen social infrastructure. We work with and support various businesses, governments, organizations, residents and community leaders on topics such as child care, older adults, equity, housing and homelessness, food security, truth and reconciliation, and health and safety. Social Development also supports the City's Emergency Operation Centre, with a role in overseeing the Emergency Support Services (ESS) program.

Bylaw Services

Provides citizens with a variety of services related to regulatory issues. Our purpose is to enhance community safety, improve livability and complement RCMP services. The department is committed to the delivery of professional bylaw education and enforcement in a timely and effective manner in accordance with Council direction. We also manage the delivery of animal control services.

2021 Achievements

- In alignment with the **Penticton Child Care Action Plan** construction was started in November 2021 for the new Edmonton Avenue Child Care Centre. This new facility will provide 116 child care spaces for families of Penticton.
- 2021 saw extremely high levels of construction and business activity in the City of Penticton. Received over 200 Planning and Licensing department applications and processed 900 building permits. Resulting in over 450 new residential housing units, new commercial, industrial and institutional floor area and representing **over $160 million in construction value**.
- In 2021, the Building and Permitting department **created a Sustainable Construction position**. This position will participate in activities and plan reviews to implement the City's sustainability objectives and Provincial targets for all new buildings to be Net Zero Ready by 2032.
- In partnership with the City's Information Technology department, enhancements were made to **Online Licensing Services** to improve customer access to permit information and the Planning department's processing timelines.
- The City started a **new metered parking program** in commercial areas of the downtown for 2021. The expansion of the metered parking program is an effort to recover revenue loss due to COVID-19. As part of the program, free 10-minute parking stalls were installed to provide complimentary quick-stop options for customers picking up takeout orders.
- Animal Control Program improvements and updates to the **Responsible Dog Owner Bylaw** were made to assist the Dog Control Officer when

responding to calls for animal welfare issues, such as tethering, stray animals, dangerous dogs and animals left unattended in vehicles.

- In 2021, the City worked with a consultant to update the **Community Climate Action Plan (CCAP)**. The focus of the updated CCAP is to lower greenhouse gas emissions across the transportation, building and waste sectors by utilizing "6 Big Moves." For the Building and Licensing department, steps were taken to enhance energy efficiency and low carbon heating systems for new buildings and supporting deep energy retrofits and fuel switching for existing buildings. These changes are a step on the right track to reduce the City's emissions by 40 percent by the year 2030. View the City's Climate Action Plan at: www.penticton.ca/climate-action
- Penticton is taking steps towards becoming recognized by the Province of British Columbia as an **age-friendly designated community**. An age-friendly community is a place where older adults can live active, socially engaged and independent lives. In 2021, Council adopted both the Age Friendly and Child Care Action Plans.
- The City was successful in its grant application to the Vancouver Foundation to develop a **Substance Use Addictions Community Action Plan**. In 2021, the City's Social Development Specialist worked with the Community Action Team table, led by Interior Health, to develop the plan. The City recognizes the importance of anti-stigma education and has collaborated with Interior Health and community groups to raise awareness and decrease stigma within the community.
- City was awarded the Union of British Columbia Municipalities Strengthening Communities' Services grant for additional human resource capacity in the Social Development department. The **newly created Community Mobilizer position** leverages partners and stakeholders to action community initiatives by convening, coordinating and adding capacity to local projects.
- **Completed the "Nowhere to Go Report "on youth homelessness** with extensive consultation and engagement from stakeholders and community partners. Penticton is one of the few communities in Canada to have a specific youth homelessness strategy to address the unique needs of young people experiencing homelessness in our community.
- **Provided ongoing support to 100 More Homes Penticton**, the community table addressing housing and homelessness. Social Development helped support ongoing data collection initiatives, education campaigns, and housing projects.
- **Established a Family Reunification Fund** and promoted this benefit with local non-profits and community agencies. The goal for the fund is to support those suffering from mental illness, substance use disorders, homelessness or partner violence as well as complementing some of the supports already available in the community.
- In 2021, **the City prepared a draft Food Security Strategy** and conducted community engagement activities to gather feedback and develop actions for the Strategy. Penticton's Strategy will provide a guide to achieve community food security in our food systems: growing, harvesting, processing, packaging, transporting, marketing, consumption and disposal – as well as in our households.

Facts and Stats 2021

Development Engineering

- **238** work orders exceeding **$913,000** of work in the installing and upgrading of services for new construction
- Approximately **124** new lots in both major and minor subdivisions

Planning & Licensing

- **295** new planning applications received
- **667** new business license applications received
- **426** units proposed
- **52** lots proposed
- **3,465** active business licenses (including **142** non-profit and **308** active short-term vacation rentals)

Building & Permitting

- **$168,317,532** in total construction value
- **920** building permits issued including **75** single family homes
- **1,114** building permits closed
- **5,068** construction and business licence inspections completed
- **186** Building & Licensing enforcement case files
- **$2.3 million** in Permit & Licensing revenue

Social Development

- **4,500** Emergency Support Services volunteer hours
- **$6.4** million grant-funded initiatives and projects
- Supporting **18** community tables
- **24** Neighbourhood Small Grants awarded

Bylaw Services

- **5,000** complaint files/calls for service
- **7,962** Bylaw Offence Notices/tickets issued
- **$177,000** in ticketing revenue
- **70** vehicles towed
- **4,000** sharps collected from public spaces

Over $900,000
installing and upgrading services
for NEW CONSTRUCTION

Over 600
new business license
APPLICATIONS

$2.3 million
in Permit & Licensing
REVENUE

7,962
BYLAW NOTICES issued

Penticton Fire Department

What We Do

The Penticton Fire Department, led by the Fire Chief, supports a safe community and enhances the quality of life for our citizens. We respond to emergencies including fires, medical emergencies, marine rescues, technical rope rescues and motor vehicle accidents to help minimize injuries and loss of life or damage to property. We also help prevent fires and other emergencies through public education and inspections to ensure properties meet fire regulations and other safety requirements.

2021 Achievements

- Successful in receiving the **FireSmart Community Resiliency Grant and the FireSmart Economic Recovery Grant** for 2021 – equalling $300,000. This funding supported the creation of the Penticton FireSmart Team which enabled the City to continue with FireSmart education and the FireSmart Neighborhood Recognition Program. Additionally, this supported the launch of the FireSmart Home Partners Program to help residents identify specific actions they can take on their property to reduce wildfire risks.
- In 2021, the Penticton Fire Department **underwent organizational development** with a goal of having fire engines staffed with four personnel. This re-structure improved community safety and fire response times for the Penticton Fire Department in responding to multiple calls for service at any given time.
- The Penticton Fire Department was successful in obtaining a Provincial contract to deliver a **Wildfire Training Symposium** around the province. In 2021, the Penticton Fire Chief delivered professional wildfire training to over 400 firefighters in ten different locations. In 2022, Penticton hosted a Symposium from April 22 – 24, for over 300 firefighters from over 40 jurisdictions.
- **Penticton Fire Department ordered a new rescue engine** through a competitive bid process. Pierce Manufacturing was successful and work has started to build the new rescue engine. The new engine will be custom-built to suit the City of Penticton's specific fire and rescue needs.
- Implemented a **new Mental Health Team** within the Penticton Fire Department. Working with the Firefighters Union, we developed a strong foundation in how to promote and invest in positive mental health, wellness and safety strategies within the Penticton Fire Department.
- The Penticton **Emergency Support Services (ESS) team** worked tirelessly for ten weeks straight during the summer of 2021 to support evacuees affected by wildfires throughout the province. The Penticton Fire Department had a successful year in 2021 for wildfire prevention and management.
- Completed our **Wildfire Fuel Management program**. Over the past five years, Penticton Fire Department has been working with the BC Wildfire Service and the Community Investment Resiliency Fund to manage wildfire risk to Penticton. If wildfire occurred in these areas it could be a catastrophic loss to our community. Over $300,000 in grant funding was approved, by the Province, for Penticton to accomplish mitigation and fuel management in high risk areas.
- Penticton Fire Department **assisted provincial wildfire response**, supporting operations for the Wildfire Structure Protection Program in Lytton, the Cariboo, Kamloops, Westwold & Monte Lake, Brenda Mine, and Penticton Indian Reserve.

Facts and Stats 2021

- **2** fire stations and **1** training facility
- **20** pieces of firefighting apparatus
- **3,226** emergency response incidents
- **1,856** fire and life safety inspections
- **137** FireSmart home assessments
- **18,000+ kg** of home owners wildfire fuel removed by weight

3,226
emergency response INCIDENTS

20 pieces of FIREFIGHTING APPARATUS

137 FireSmart HOME ASSESSMENTS

RCMP

What We Do

Our mission at the Penticton RCMP detachment is to serve and protect the community, and work in partnership with the City to deliver a responsive and progressive police force, led by the Chief of Police. We promote respect for rights and freedoms, the law and democratic traditions, and we treat all people equally and with respect in accordance with our core values.

2021 Achievements

- City of Penticton **increased the RCMP budget** for four new RCMP members at the Penticton detachment. These additional police resources will serve the community well to decrease crime and improve resident and visitor safety. Two members were funded in the 2021 budget and funding for two additional members was passed by Council at a Special Meeting on July 29, 2021.
- In order to reduce police response times to our calls for service, the detachment requires additional police officers to better manage the high caseload of our officers. The result will be more proactive time, allowing members to respond more quickly to the calls received. The actual "boots on the ground" **increase of four members will be fulfilled in early 2022** to support the goal of reducing police response times.
- The detachment continues to **focus on our prolific offenders** and holding them to account for their actions in partnership with Crown Counsel, probation officers and the justice system. An increase in members for 2022 will enhance our efforts with the Prolific Offender Management program.

Facts and Stats 2021

- **21,545** calls for service
- **868** charges forwarded
- **1,267** prisoners lodged
- **255** police dog interventions
- **161** forensic identification files
- **467** Victim Services referrals
- **99** impaired driving investigations
- **4** distracted driving investigations
- **378** Motor Vehicle Act violation tickets
- **427** motor vehicle collision investigations
- **8** Restorative Justice referrals
- **1,174** volunteer hours
- **3** COVID-19 tickets

Financial Statements

Chief Financial Officer's Report

May 2022

Your Worship and Members of Council,

I am pleased to present the City of Penticton's 2021 Annual Financial Report for the year ended December 31, 2021, as required by Sections 98 and 167 of the Community Charter.

The audited financial statements and supplementary financial schedules have been prepared by City staff in conformance with Generally Accepted Accounting Principles as prescribed by the Public Sector Accounting Standards (PSAS) of the Chartered Professional Accountants of Canada. The City maintains systems of internal budgetary and accounting controls that provide assurance for safeguarding of assets and the reliability of information. These systems are monitored and evaluated by management.

These statements were audited by BDO Canada LLP, and their responsibility is to express an opinion as to whether or not the financial statements prepared by management present fairly the financial position of the City as at December 31, 2021. In their opinion, the "consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2021."

Financial results from 2021 saw an increase in the City's net financial assets of $11 million bringing the total net financial assets to $68.7 million. This resulted in a 3.3% increase in the accumulated surplus for a total of $393 million for 2021.

Consolidated revenues for the City were $129 million in 2021, a 5.2% increase over 2020. The increase is attributed to higher taxation revenue, sewer and water user fees to account for future capital projects, and recognition of Development Cost Charges revenues.

Consolidated expenditures were $116.6 million, an increase of 6.7% from 2020 which is mainly attributable to the significant reduction in expenses realised in 2020 due to cost savings measures implemented as a result of the pandemic, but also includes increases in protective services costs and an increase to electricity costs.

The general revenue fund saw an overall surplus of $511 thousand, with revenues coming in at $94.7 million, an increase of 4.3% from 2020. Revenues increased over the previous year due to an increase in taxation revenues in conjunction with a gradual return to pre pandemic revenue levels in areas such as casino and parking revenues, combined with the return to full School Taxes for businesses.

Expenditures in 2021 increased by 5.2%. The main drivers behind this increase relate to reductions seen in 2020 from pandemic related expenses reductions, return from reduced School Taxes in Transfers to Other Governments and an increase in protective services costs.

In 2021, the City continued to take steps to maintain services for the community while preserving our financial health. City Council approved a moderate tax increase for 2021 of 1.95% to address inflation and COVID-19 impact mitigation. City staff also completed a thorough review of costs which resulted in significant cost reductions with minimal impact to service levels. Finally, as the City continued to experience impacts from the pandemic, Council approved the use of reserve funds from the Provincial COVID-19 Safe Restart Grant to bridge remaining financial gaps as a short-term solution.

For 2022, the City's Corporate Business Plan was guided by Community Safety, which was identified as the main priority for both Council and the community. City Council approved additional resources for both

the RCMP and Bylaw Services with an overall goal to improve RCMP investigation capacity, enhance proactive policing to target prolific offenders, and provide more capacity for Bylaw enforcement. The City of Penticton is committed to managing social issues proactively by creating a stronger presence for safety enforcement and improving the quality of life and experience in Penticton for residents and visitors alike.

Like many other municipalities in the Okanagan, the City of Penticton continues to promote sustainable growth and development while at the same time addressing its aging infrastructure. In 2022, the City will continue moving forward with the Asset & Amenity Management Project, "Civic Spaces and Places" to ensure that Penticton residents are able to enjoy City facilities into the future with modern functionality and a reduced environmental footprint.

The City has continued to take steps to alleviate the impacts of the pandemic in its 2022 plan while for upcoming years shifting focus towards financial recovery and planning for the future.

Director of Finance & Administration,
Angela Campbell

Management's Responsibility for Financial Reporting

The accompanying financial statements of the Corporation of the City of Penticton are the responsibility of management and have been approved by Mayor and Council.

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Certain amounts used in preparation of the financial statements are based on management's best estimate and judgements. Actual results could differ as additional information becomes available in the future. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the financial statements are presented fairly, in all material respects.

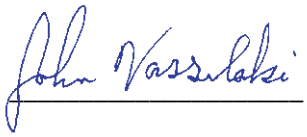
The Corporation of the City of Penticton maintains systems of internal accounting and administrative controls of reasonable quality, consistent with reasonable costs. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the entity's assets are appropriately accounted for and adequately safeguarded.

The Corporation of the City of Penticton is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements.

The Mayor and Council review the financial statements and recommend their approval. The Mayor and Council meet periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the financial statements and external auditor's report. The Mayor and Council also consider the engagement of the external auditors.

The financial statements have been audited by BDO Canada LLP Chartered Professional Accountants in accordance with Canadian generally accepted auditing standards. The independent auditors report expresses their opinion on these statements. The auditors have full and free access to the accounting records as well as Mayor and Council.

Approved on behalf of Mayor and Council



Mayor

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Independent Auditor's Report

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

Opinion

We have audited the financial statements of the Corporation of the City of Penticton and its controlled entities (the "Consolidated Entity"), which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statement of operations and accumulated surplus, the consolidated statement of change in net financial assets and the consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Consolidated Entity as at December 31, 2021, and its consolidated results of operations, its consolidated change in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Consolidated Entity in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of the supplementary schedules of the Consolidated Entity's financial statements.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is responsible for assessing the Consolidated Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Consolidated Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Consolidated Entity's financial reporting process.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK District limited by guarantee, and forms part of the international BDO network of independent member firms.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Consolidated Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Consolidated Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Consolidated Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Consolidated Entity to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Penticton, British Columbia
May 3, 2022

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2021

	2021	2020
Financial Assets		
Cash	$ 4,417,985	$ 28,241,881
Term Deposits (Note 1)	124,895,292	91,605,840
Accounts Receivable (Note 2)	10,428,556	10,409,223
	139,741,833	130,256,944
Financial Liabilities		
Accounts Payable and Accrued Liabilities	15,285,176	16,770,413
Development Cost Charges (Note 3)	19,049,679	19,057,314
Deferred Revenue (Note 5)	8,510,803	6,016,520
Deposits	4,013,812	3,359,187
Long Term Debt (Note 9)	24,193,133	27,500,122
	71,052,603	72,703,556
Net Financial Assets	$ 68,689,230	$ 57,553,388
Non-Financial Assets		
Tangible Capital Assets (Note 11)	$319,844,994	$318,489,661
Inventory	3,543,147	3,532,029
Prepaid Expenses	566,878	488,690
	323,955,019	322,510,380
Accumulated Surplus	$392,644,249	$380,063,768

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
YEAR ENDED DECEMBER 31, 2021

	2021 Budget (Note 15)	2021	2020
Revenue			
Taxation (Note 18)	$ 36,582,672	$ 36,561,489	$ 35,302,596
Sales of Services	70,633,851	71,429,332	68,353,590
Government Grants and Transfers (Note 16)	2,283,035	6,141,419	7,125,619
Other Revenue	5,682,518	8,884,115	7,846,195
Other Contributions	4,066,653	5,900,602	3,999,784
Gain on Disposal	30,000	265,000	182,175
Contributed Asset	-	11,335	-
	119,278,729	129,193,292	122,809,959
Expenditure (Note 12)			
General Government	12,388,205	20,002,040	19,442,716
Protective Services	19,849,087	20,021,970	17,895,168
Transportation Services	6,241,628	9,828,808	10,138,855
Environmental Health Services	2,026,100	1,982,591	1,926,495
Public Health and Safety	390,500	381,586	325,406
Environmental Development Services	2,877,929	3,859,262	3,265,153
Recreation and Culture	11,142,015	10,924,940	10,087,420
Electrical Supply	33,555,204	38,679,454	35,025,201
Sewer System Utility	3,995,195	5,511,624	5,904,607
Water Utility Services	3,672,087	5,420,536	5,257,805
	96,137,950	116,612,811	109,268,826
Annual Surplus	23,140,779	12,580,481	13,541,133
Accumulated Surplus, Beginning of Year	380,063,768	380,063,768	366,522,635
Accumulated Surplus, End of Year	$403,204,547	$392,644,249	$380,063,768

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
YEAR ENDED DECEMBER 31, 2021

	2021 Budget	2021	2020
Annual surplus	$ 23,140,779	$ 12,580,481	$ 13,541,133
Acquisition of Tangible Capital Assets (Note 11)	(24,864,588)	(16,152,246)	(13,284,958)
Amortization (Note 11)	-	14,793,275	14,531,868
Net Disposal of Tangible Capital Assets (Note 11)	-	-	82,088
Contributed Tangible Capital Assets (Note 11)	-	(11,355)	-
Asset reclassification (Note 11)	-	14,989	17,820
	(1,723,809)	11,225,144	14,887,951
Change in Prepaid Expenses (Increase)	-	(78,188)	41,282
Consumption of Supplies Inventories	-	(11,114)	22,361
	-	(89,302)	63,643
Increase in Net Financial Assets	(1,723,809)	11,135,842	14,951,594
Net Financial Assets, Beginning of Year	57,553,388	57,553,388	42,601,794
Net Financial Assets, End of Year	$ 55,829,579	$ 68,689,230	$ 57,553,388

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2021

	2021	2020
Operating Transactions		
Annual Surplus	$ 12,580,481	$ 13,541,133
Change in Non-Cash Operating Items		
Increase in Accounts Receivable	(19,332)	(115,714)
Increase (decrease) in Trade Accounts Payable and Accrued Liabilities	(1,485,436)	3,247,256
Increase (decrease) in Development Cost Charges	(7,635)	1,231,553
Increase (decrease) in Deferred Revenues	2,494,283	(179,340)
Increase (decrease) in Deposits	654,625	(149,919)
(Increase) decrease in Prepaid Expenses	(78,188)	41,282
(Increase) decrease in Inventory	(11,114)	22,361
Net Disposal of Tangible Capital Assets	-	82,088
Amortization	14,793,275	14,531,868
Contributed Tangible Capital Assets	(11,355)	-
Asset reclassification	15,187	17,818
	16,344,310	18,729,253
Cash Provided by Operating Activities	28,924,791	32,270,386
Capital Transactions		
Cash Used to Acquire Tangible Capital Assets	(16,152,246)	(13,284,958)
Financing Transactions		
Debt Repayment	(3,306,989)	(3,480,697)
Investing Transactions		
(Increase) decrease in Term Deposits	(33,289,452)	6,623,494
Change in Cash	(23,823,896)	22,128,225
Cash, Beginning of Year	28,241,881	6,113,656
Cash, End of Year	$ 4,417,985	$ 28,241,881

Supplemental Cash Flow Information	2021	2020
Interest Paid	$ 1,178,773	$ 1,427,259

Note: Investment income recognized includes an actuarial addition to the sinking fund

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2021

Management's Responsibility for the Financial Statements

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

Basis of Consolidation

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

Penticton Public Library

Deferred Revenue

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

Revenue Recognition

Taxation

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

Government Transfers

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

Utilities

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

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2021

Revenue Recognition continued

Fee for Service

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

Inventory

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

Tangible Capital Assets

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

Tangible capital assets are recorded at cost, net of capital asset disposals, write-downs and amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. The City holds several works of art and historic treasures that have not been included in the tangible capital assets, including displays at the museum and various works of art and decorations in the facilities. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Buildings	20 to 70 years
Roads and Sidewalks	25 to 75 years
Machinery and Equipment	5 to 20 years
Water Infrastructure	50 to 100 years
Sewer Infrastructure	10 to 100 years
Electrical Infrastructure	20 to 50 years
Parks and Recreation Infrastructure	10 to 50 years
Vehicles	10 to 20 years
Furniture and Equipment	10 to 20 years
Computer Hardware and Software	4 to 10 years
Books and Library Materials	5 to 13 years
Construction in progress	No amortization taken

THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2021

Retirement and Employee Benefits

The City's retirement contributions due during the period to its multi-employer defined benefit plan are expensed as incurred.

City employees belonging to CUPE local 608 are eligible to accumulate sick leave until termination of employment. Unused sick leave is not eligible for payment upon retirement or termination and may not be used as vacation. Employees may accumulate a maximum of 10 days of sick leave.

Reserve for Future Expenditure

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

Statutory Reserve Funds

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

Use of Estimates

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

Collection of Taxes on Behalf of Other Taxation Authorities

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

Contaminated Sites

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

a) An environmental standard exists

b) Contamination exceeds the environmental standard

c) The City is directly responsible or accepts responsibility for remediation

d) It is expected that future economic benefits will be given up; and

e) A reasonable estimate of the amount can be made.

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

As at December 31, 2021 the City has no liability for contaminated sites.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2021

1. Term Deposits

	Maturity Date	Effective Interest Rate (%)	2021	2020
Valley First	Dec 3, 2022	1.35	$ 8,212,444	$ 8,123,090
Valley First	Aug 17, 2023	3.05	5,472,039	5,310,082
Valley First	Aug 27, 2024	1.60	5,000,000	-
Valley First	n/a	-	15,270,196	16,609,429
Canaccord	Feb 28, 2022	0.90	10,456,137	-
Canaccord	May 17, 2022	1.16	5,810,420	-
Canaccord	May 17, 2022	0.91	9,000,000	-
Canaccord	Aug 12, 2022	2.50	5,253,125	5,125,000
Canaccord	Aug 30, 2023	1.40	5,068,750	-
Canaccord	Aug 12, 2024	2.80	2,642,157	2,570,266
Canaccord	Aug 12, 2024	2.75	2,500,000	2,500,000
Canaccord	Sep 1, 2025	1.90	5,000,000	-
Canaccord	Aug 31, 2026	2.20	5,000,000	-
National Bank Financial	n/a	-	40,210,024	10,033,519
Valley First Redemptions	n/a	-	-	13,122,836
Canaccord Redemptions	n/a	-	-	28,211,618
			$ 124,895,292	$ 91,605,840

2. Accounts Receivable

	2021	2020
Property Taxes	$ 1,187,213	$ 1,160,414
Other Receivables	3,281,652	2,845,768
Federal Government	273,137	114,313
Provincial Government	391,049	105,264
Other Government Agencies	119,797	155,894
Utility Rates Receivable	4,695,834	4,670,992
Accrued Interest Receivable	532,905	1,376,896
Cemetery Trust Fund Receivable (Payable)	(53,031)	(20,318)
	$ 10,428,556	$ 10,409,223

3. Development Cost Charges (DCC)

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

	2021	2020
DCC by Type		
Roads DCC	$ 1,952,843	$ 1,665,015
Parks DCC	1,122,459	1,257,749
Drainage DCC	962,925	738,700
Waste Water DCC	11,153,100	10,685,350
Water DCC	3,858,352	4,710,500
	19,049,679	19,057,314
DCC Activity		
Balance, Beginning of Year	19,057,314	17,825,761
Return on Investments	296,810	320,781
DCCs Levied in the Year	3,451,464	1,729,040
Transfers	(3,755,909)	(818,268)
	$ 19,049,679	$ 19,057,314

4. Development Cost Charges Reductions

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

The DCC reductions and Economic Incentive tax exemption program have been implemented in accordance with the provisions of Section 933(1) of the Local Government Act and Section 226 of the Community Charter, respectively. In 2021 $310,897(2020 - $383,134) of Economic Incentive tax exemptions were granted. In addition, Council approved $- (2020 - $138,292) of DCC reductions in 2021.

5. Deferred Revenue

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

	Taxes	Recreation	Other	Total
Balance at December 31, 2020	$ 5,111,325	$ 284,316	$ 620,879	$ 6,016,520
Collected	10,402,843	607,029	2,498,286	13,508,158
Recognized	(10,146,418)	(501,069)	(366,388)	(11,013,875)
Balance at December 31, 2021	$ 5,367,750	$ 390,276	$ 2,752,777	$ 8,510,803

6. Pension Liability

The City and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trusteed pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the Plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for the average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation as at December 31, 2018 indicated a $2,866 million funding surplus for basic pension benefits on a going concern basis.

The City of Penticton paid $2,423,278 (2020 - $2,211,476) for employer contributions to the Plan in fiscal 2021.

The next valuation will be as at December 31, 2021 with results available in 2022.

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

7. Contingent Liabilities

a. Regional District of Okanagan Similkameen

Under Section 836 of the Local Government Act, all monies borrowed by a Regional District, shall be upon its credit at large and shall, in the event of any default, constitute an indebtedness of the member municipalities for which they are jointly and severally liable. At December 31, 2021, the long term debt of the Regional District aggregated $68,123,927 (2020 - $69,766,479).

b. General Contingencies

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

8. Letters of Credit

In addition to the performance deposits reflected in the Consolidated Statement of Financial Position, the City is holding irrevocable Letters of Credit in the amount of $3,868,612 which were received from depositors to ensure their performance of works to be undertaken within the City. These amounts are not reflected in the consolidated financial statements but are available to satisfy liabilities arising from non-performance by the depositors.

9. Long Term Debt

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

	2021	2020
Long Term Debt	$ 24,193,133	$ 27,500,122

Principal repayments relating to long term debt of $24,193,133 outstanding are due as follows (in thousands):

	2022	2023	2024	2025	2026	Thereafter	Sinking Fund
General Fund	$ 1,248	$ 1,250	$ 946	$ 859	$ 736	$ 1,595	$ 4,925
Sewer Fund	539	539	539	539	539	1,278	3,433
Water Fund	422	422	422	422	422	662	2,456
	$ 2,209	$ 2,211	$ 1,907	$ 1,820	$ 1,697	$ 3,535	$ 10,814

Long term debt is secured by the assets of the City. The Long Term Debt is held by the Municipal Finance Authority. The principal payments are invested by the Municipal Finance Authority into a Sinking Fund. The principal repayments are currently calculated at a rate of 2.25%. The 2021 earnings in the Sinking Fund were calculated to be $1,099,628 and are included in Other Revenue on the Consolidated Statement of Operations.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2021

10. Debt Issued and Outstanding

										2021 Payments	
LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	Interest	Principal
General Fund											
2003-15	2268	81	22-Apr-04	Storm Sewer	$ 337,500	$ 73,751	20	2024	2.850	$ 9,619	$ 10,207
2004-16	859-2004	85	25-Oct-04	Parks - Land Acquisition	1,680,000	367,114	20	2024	2.250	37,800	50,807
2004-18	859/2004	85	25-Oct-04	Roads Works -S. Main St.	195,000	42,612	20	2024	2.250	4,388	5,897
2004-19	859/2004	85	15-Oct-04	Road Design-Main St.	150,000	32,778	20	2024	2.250	3,375	4,536
2004-20	859/2004	85	25-Oct-04	Integrated Waterfront	550,000	120,186	20	2024	2.250	12,375	16,633
2004-21	859/2004	93	25-Oct-04	Youth Park	50,000	10,926	20	2024	2.250	1,125	1,512
2004-11	1108/2004	93	06-Apr-05	Wine Information Centre	800,000	193,735	20	2025	5.100	11,040	45,461
2004-20	1108-2004	93	06-Apr-05	Integrated Waterfront	520,000	125,928	20	2025	5.100	7,176	29,550
2004-21	614/2005	95	13-Oct-05	Youth Park	150,000	39,447	20	2025	0.910	1,365	6,112
2005-18	615/2005	95	13-Oct-05	Integrated Waterfront	825,000	216,958	20	2025	0.910	7,508	33,618
2006-15	17/17/2006	99	07-Nov-06	Road Works-Fairview/Ind	1,595,000	522,479	20	2026	1.750	27,913	53,563
2006-17	17/17/2006	99	07-Nov-06	Sportsfields	3,200,000	1,048,236	20	2026	1.750	56,000	107,462
2006-33	273/2007	102	02-Nov-07	Integrated Waterfront '06	350,000	135,004	20	2027	2.250	7,875	11,754
2006-76	024/2008	103	23-Apr-08	Wellness Centre	3,000,000	1,324,925	20	2028	2.650	79,500	100,745
2007-41	333/2008	104	20-Nov-08	Cemetery-Columbarium	2,500,000	1,104,104	20	2028	2.900	72,500	83,954
2007-52	333/2008	104	20-Nov-08	Indoor Soccer Facility	1,000,000	441,642	20	2028	2.900	29,000	33,582
2007-57	333/2008	104	20-Nov-08	Integrated Waterfront	530,000	234,070	20	2028	2.900	15,370	17,798
2007-52	638/2009	106	13-Oct-09	Indoor Soccer Facility	415,000	205,594	20	2029	2.250	9,338	13,936
2007-52	15/30/2010	110	08-Apr-10	Indoor Soccer Ph2	586,000	319,921	20	2030	1.280	7,501	21,542
2009-14	15/30/2010	110	08-Apr-10	Pool Upgrades	7,400,000	4,039,961	20	2030	1.280	94,720	272,037
2007-52	B25/2011	116	04-Apr-11	Indoor Soccer Facility	135,000	80,570	20	2031	2.835	3,827	4,534
2009-43	B25/2011	116	04-Apr-11	Road Wrks-Smythe Dr	447,000	266,776	20	2031	2.835	12,672	15,011
26/2018				Downtown 300 Block Main Street	1,530,000	612,000	5		-	6,253	306,000
					27,945,500	11,558,717				518,240	1,246,251

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2021

10. Debt Issued and Outstanding continued

LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	2021 Payments Interest	2021 Payments Principal
Water Fund											
2006-07	17/07/2006	99	07-Nov-06	Naramata Rd. Upgrade	4,670,000	1,529,765	20	2026	1.750	81,725	156,827
2007-83	333/2008	104	20-Nov-08	Water Filtration Plant	4,000,000	1,766,567	20	2028	2.900	116,000	134,327
2007-83	638/2009	106	13-Oct-09	Water Filtration Plant	3,900,000	1,932,088	20	2029	2.250	87,750	130,969
					12,570,000	5,228,420				285,475	422,123
Sewer Fund											
2006-61	273/2007	102	02-Nov-07	Septage Handling Facility	1,050,000	405,012	20	2027	2.250	23,625	35,261
2008-10	332-2008	104	02-Nov-07	Sewer System Upgrade	8,000,000	3,533,134	20	2028	2.900	232,000	268,654
2008-10	638-2009	106	13-Oct-09	Sewer Plant Expansion	7,000,000	3,467,850	20	2029	2.250	157,500	235,072
					16,050,000	7,405,996				413,125	538,987
					$ 56,565,500	$ 24,193,133				$ 1,216,840	$ 2,207,361

11. Tangible Capital Assets

The City of Penticton budgets for Tangible Capital Assets (TCA) as well as non-operating repairs and maintenance through the capital budget. During the year, the City incurred $21,023,189 of expenditures that fall within the Capital Budget. Of this amount, $16,152,246 met the TCA capitalization policy criteria while the remaining $4,870,943 was expensed due to the expenditure being outside the TCA capitalization policy criteria or they were related to repairs and maintenance.

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2021 Total
COST									
Opening Balance	$ 53,892,359	$ 169,950,122	$ 48,775,083	$ 57,442,536	$ 60,880,419	$ 83,701,837	$ 96,612,562	$ 2,760,055	$ 574,014,973
Add: Additions	1,060,640	1,290,893	3,216,229	917,310	1,585,277	889,004	3,523,688	3,669,205	16,152,246
Add: Trsf to/from Construction in Progress	-	11,841	41,114	-	-	14,190	394,855	(462,000)	-
Add: Contributed Assets	-	-	11,355	-	-	-	-	-	11,355
Less: Disposals	-	7,745	55,660	-	-	-	-	-	63,405
Re-classification	-	-	-	-	-	-	-	(14,993)	(14,993)
	54,952,999	171,245,111	51,988,121	58,359,846	62,465,696	84,605,031	100,531,105	5,952,267	590,100,176
ACCUMULATED AMORTIZATION									
Opening Balance	-	85,997,491	33,322,415	13,887,058	21,860,213	43,015,311	57,442,824	-	255,525,312
Add: Amortization	-	4,987,340	2,579,562	1,186,798	964,639	2,216,122	2,858,814	-	14,793,275
Less: Acc Amortization on Disposals	-	7,745	55,660	-	-	-	-	-	63,405
	-	90,977,086	35,846,317	15,073,856	22,824,852	45,231,433	60,301,638	-	270,255,182
Net Book Value for Year Ended Dec. 31, 2021	$ 54,952,999	$ 80,268,025	$ 16,141,804	$ 43,285,990	$ 39,640,844	$ 39,373,598	$ 40,229,467	$ 5,952,267	$ 319,844,994

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2021

11. Tangible Capital Assets continued

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2020 Total
COST									
Opening Balance	$ 52,393,359	$ 169,168,973	$ 46,231,965	$ 55,497,401	$ 59,911,697	$ 81,352,932	$ 94,054,883	$ 2,817,632	$ 561,428,842
Add: Additions	1,499,000	928,625	2,497,211	1,172,212	953,722	2,328,280	1,641,775	2,264,133	13,284,958
Add: Trsf to/from Construction in Progress	-	40,353	539,089	772,923	15,000	20,625	915,904	(2,303,894)	-
Less: Disposals	-	187,829	493,182	-	-	-	-	-	681,011
Re-classification to Financial Assets	-	-	-	-	-	-	-	(17,816)	(17,816)
	53,892,359	169,950,122	48,775,083	57,442,536	60,880,419	83,701,837	96,612,562	2,760,055	574,014,973
ACCUMULATED AMORTIZATION									
Opening Balance	-	81,168,330	31,231,424	12,714,650	20,925,706	40,811,506	54,740,751	-	241,592,367
Add: Amortization	-	5,016,990	2,502,085	1,172,408	934,507	2,203,805	2,702,073	-	14,531,868
Less: Acc Amortization on Disposals	-	187,829	411,094	-	-	-	-	-	598,923
	-	85,997,491	33,322,415	13,887,058	21,860,213	43,015,311	57,442,824	-	255,525,312
Net Book Value for Year Ended Dec. 31, 2020	$ 53,892,359	$ 83,952,631	$ 15,452,668	$ 43,555,478	$ 39,020,206	$ 40,686,526	$ 39,169,738	$ 2,760,055	$ 318,489,661

12. Reporting by Object

	2021	2020
Salaries and Benefits	$ 31,273,173	$ 28,999,339
Goods and Services	55,303,328	52,305,685
Interest	1,178,773	1,427,259
Amortization	14,793,275	14,531,868
Other Expenses	2,047,029	1,271,579
Vehicle & Equipment Maintenance	4,180,720	3,587,077
Policing Agreement	7,836,513	7,146,019
	$ 116,612,811	$ 109,268,826

13. Credit Facilities

a. Line of Credit

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

As of December 31, 2021 there was no balance outstanding.

b. Bank Indebtedness

The City holds a $5,930,000 EFT limit.

14. Municipal Finance Authority

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

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

As at December 31, 2021 the Debt Reserve Fund demand note requirements were $1,643,919 (2020 - $1,643,919). In addition, cash deposits totaling $807,106 (2020 - $793,607) were held by the MFA.

15. Budget

The Financial Plan (Budget) Bylaw No. 2020-50 adopted by Council on December 10, 2020 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget figures anticipated use of reserves accumulated in previous years to reduce current year expenditures in excess of current year revenues to Nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the Consolidated Statements of Operations and change in Consolidated Net Financial Assets represent the Financial Plan adopted by Council with adjustments as follows:

	2021
Financial Plan (Budget) Bylaw surplus for the year	$ -
Add:	
Transfer to Funds/Reserves	25,944,624
Debt Principal Repayments	2,203,476
Budgeted Capital Expenditures - General	12,933,183
Budgeted Capital Expenditures - Electric	4,104,205
Budgeted Capital Expenditures - Sewer	1,859,500
Budgeted Capital Expenditures - Water	5,967,700
Less:	
Budgeted Transfers from Surplus	29,871,909
Budget Surplus per Consolidated Statement of Operations	$ 23,140,779

16. Transfers From Other Governments

	2021	2020
Community Building Fund (Gas Tax)	$ 3,020,636	$ 1,476,868
Capital Grants	1,886,436	-
Traffic fine revenue sharing	425,601	419,542
Edmonton Avenue Child Care Centre	349,903	-
Okanagan Basin Water Board grants	152,338	152,338
Province of British Columbia - COVID Restart	-	4,711,000
BC Arts Council	-	58,000
Library	160,285	145,521
Miscellaneous	146,220	162,350
	$ 6,141,419	$ 7,125,619

17. Penticton Public Library

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

18. Taxation

	Budget	2021	2020
Municipal Taxation			
Real Property	$ 36,076,672	$ 35,980,141	$ 34,722,438
Special Assessments	171,000	86,106	86,106
Grants in Lieu	335,000	495,242	494,052
Total municipal taxation	36,582,672	36,561,489	35,302,596
Collections For other Governments			
School	16,000,000	17,055,692	13,376,915
Regional District	2,291,500	2,137,160	2,178,681
Regional Hospital	2,750,000	2,603,596	2,602,347
BCAA	450,000	451,069	450,282
Total collections for other taxing authorities	21,491,500	22,247,517	18,608,225
Transfers to Other Governments	(21,491,500)	(22,275,645)	(18,604,627)
Supplemental Taxation Recovered (Remitted)	-	28,128	(3,598)
Net taxation for municipal purposes	$ 36,582,672	$ 36,561,489	$ 35,302,596

19. Comparative Figures

Certain comparative figures have been reclassified to conform with the current year presentation.

20. Contractual Rights

Contractual rights are rights to economic resources arising from contracts or agreements that will result in an asset in the future. The City's contractual rights arise because of contracts entered into for long-term land leases that grant rights to the City, upon termination of the lease, to any Building(s) the Tenant has constructed on the land. The following listing outlines the nature, amount, and timing for each of the City's contractual rights to future assets:

The Penticton Golf & Country Club

The Lease Agreement between The City of Penticton and The Penticton Golf & Country Club dated July 1, 2007, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Golf Clubhouse Building to the City; the current market value for this building is $1,639,000. This is a 26 year, 4 month Lease, due to expire in 2033.

Art Gallery of the South Okanagan (Inc. 9986)

The Lease Agreement between The City of Penticton and the Art Gallery of the South Okanagan (Inc, 9986) dated October 1, 1999, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Art Gallery Building to the City; the current market value for this building is $916,000. This is a 5 year Lease, due to expire in 2025.

Penticton Seniors' Drop-in Centre Society

The Lease Agreement between The City of Penticton and the Penticton Seniors' Drop-in Centre Society dated May 31, 2019, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Drop-In Centre Building to the City; the current market value for this building is $1,622,000. This is a 20 year Lease, due to expire in 2039.

Gateway Casinos & Entertainment Limited

The Lease Agreement between The City of Penticton and Gateway Casinos & Entertainment Limited dated May 4, 2016, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the Casino Building to the City; the current market value for this building is $8,503,000. This is a 20 year Lease, due to expire in 2036 with two 10-year extension options.

21. Segmented Information

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

General Government Services

General Government operations are primarily funded by property taxation. This segment includes all of the revenues and expenses that relate to the operations of the City itself and cannot be directly attributed to one of the other specific segments including administration, financial services, human resources, information technology, and revenue and collections.

21. Segmented Information continued

Protective Services

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

Transportation Services

Transportation is responsible for the delivery of municipal public works services related to the City's public transit services, roads and maintenance, bridges, drainage systems, public works, street lighting and traffic control.

Environmental Health Services

Environmental services consists of providing waste disposal to citizens.

Public Health and Safety

Health services are comprised of public health services; this segment includes the operation of the City's Cemeteries.

Environmental Development Services

This segment includes city planning, land management, economic development and ensures all property development and land use is in line with City Bylaw's and policies and is in the best interest of the community.

Recreation and Culture

This segment provides services meant to improve health and development of the City's citizens. Recreational programs and cultural programs like swimming and skating lessons are provided at the arenas, the aquatic centre and the community centre. Also, the City provides library services to assist with its citizens' informational needs and a museum that houses collections and artifacts. The segment also includes parks, land administration and the City's net contribution to the operations of the South Okanagan Events Centre.

Electrical Utility

The electrical supply system is responsible for distribution of electricity to the City's citizens and businesses. This segment includes all of the operating activities related to the supply of the City's electricity.

Sewer Utility

The City's sanitary sewer system collects, conveys and treats and disposes of domestic and industrial wastewater. This segment includes all of the operating activities related to the collection and treatment of wastewater (sewage) throughout the City.

21. Segmented Information continued

Water Utility

The water utility is responsible for planning, designing, building and operating and maintaining the City's water system and includes all of the operating activities related to the treatment and distribution of water throughout the City.

22. Cemetery Perpetual Trust Fund

The Cemetery Trust fund is established in accordance with the Cremation, Interment, and Funeral Services Act, to upkeep the cemetery grounds/facilities upon closure of the cemetery. As per legislation, current interest income earned on the Reserve balance may be used to offset cemetery operating and capital expenditures. Annual cemetery operating and capital expenditures are approved by Council through the annual budgeting process. The trust fund assets and liabilities are not included in the consolidated financial statements. At December 31, 2021, the balance of funds held in trust was $1,152,141 (2020 - $1,108,545).

23. COVID-19

The impact of COVID-19 in Canada and on the global economy has been significant. As the impacts of COVID-19 continue, there could be further impact on the City, its citizens, employees, suppliers and other third party business associates that could impact the timing and amounts realized on the City's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the City is not known. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The City's ability to continue delivering non-essential services and employ related staff, will depend on the legislative mandates from the various levels of government. The City will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserves and available credit facilities to ensure it is able to continue providing essential services to its citizens.

THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2021

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Utility	Sewer Utility	Water Utility	2021 Total
REVENUE											
Taxation	$ 36,561,489	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 36,561,489
Sales of Services	1,073,945	2,876,286	1,890,377	2,730,999	371,484	621,563	1,189,972	42,056,153	8,577,763	10,040,790	71,429,332
Government Grants and Transfers	3,824,437	3,220	1,886,436	-	-	93,031	181,957	-	152,338	-	6,141,419
Other Revenue	5,309,986	2,194,149	896	-	-	1,184,765	172,960	9,359	-	12,000	8,884,115
Other Contributions	1,142,033	-	166,276	-	-	-	-	868,259	1,292,072	2,431,962	5,900,602
Gain on Disposal	265,000	-	-	-	-	-	-	-	-	-	265,000
Contributed Asset	11,335	-	-	-	-	-	-	-	-	-	11,335
	48,188,225	5,073,655	3,943,985	2,730,999	371,484	1,899,359	1,544,889	42,933,771	10,022,173	12,484,752	129,193,292
EXPENDITURE											
Salaries and Benefits	6,027,389	10,268,300	1,307,819	132,079	28,757	1,607,419	5,582,678	2,367,168	1,856,777	2,094,787	31,273,173
Goods and Services	4,467,956	1,335,755	4,268,570	1,843,374	278,422	1,534,645	4,445,243	33,734,239	1,548,064	1,847,060	55,303,328
Interest	(26,388)	-	64,740	-	72,500	-	393,331	-	396,054	278,536	1,178,773
Amortization	7,972,574	-	2,453,142	-	-	-	-	2,216,122	1,186,798	964,639	14,793,275
Other Expenses	1,145,237	43,514	13,110	-	-	707,647	19,482	89,632	2,097	26,310	2,047,029
Vehicle & Equipment Maintenance	415,272	537,888	1,721,427	7,138	1,907	9,551	484,206	272,293	521,834	209,204	4,180,720
Policing Agreement	-	7,836,513	-	-	-	-	-	-	-	-	7,836,513
	20,002,040	20,021,970	9,828,808	1,982,591	381,586	3,859,262	10,924,940	38,679,454	5,511,624	5,420,536	116,612,811
Excess (Deficiency) of Revenues Over Expenditures	$ 28,186,185	$(14,948,315)	$ (5,884,823)	$ 748,408	$ (10,102)	$ (1,959,903)	$ (9,380,051)	$ 4,254,317	$ 4,510,549	$ 7,064,216	$ 12,580,481

THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2020

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Supply	Sewer System Utility	Water Utility Services	2020 Total
REVENUE											
Taxation	$ 35,302,596	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 35,302,596
Sales of Services	1,836,143	2,083,766	1,613,009	2,646,283	453,181	383,770	1,101,521	42,093,073	6,955,211	9,187,633	68,353,590
Government Grants and Transfers	6,625,810	20,780	-	-	-	101,556	225,135	-	152,338	-	7,125,619
Other Revenue	5,209,219	1,148,087	6,255	-	1,000	1,142,260	199,213	10,811	-	129,350	7,846,195
Other Contributions	200,268	-	2,632,517	-	-	-	-	479,595	361,924	325,480	3,999,784
Gain on Disposal	-	-	136,550	-	-	-	45,625	-	-	-	182,175
	49,174,036	3,252,633	4,388,331	2,646,283	454,181	1,627,586	1,571,494	42,583,479	7,469,473	9,642,463	122,809,959
EXPENDITURE											
Salaries and Benefits	6,015,196	9,531,541	1,253,676	109,551	25,462	1,419,913	4,825,592	2,048,512	1,797,468	1,972,428	28,999,339
Goods and Services	4,666,302	1,010,249	4,561,948	1,809,626	226,739	1,250,973	4,314,878	30,463,885	2,128,208	1,872,877	52,305,685
Interest	14,395	45,925	81,433	-	72,500	-	524,391	-	407,953	280,662	1,427,259
Amortization	7,835,786	-	2,385,362	-	-	-	-	2,203,805	1,172,408	934,507	14,531,868
Other Expenses	522,096	33,323	7,046	-	-	588,476	23,754	77,306	1,941	17,637	1,271,579
Vehicle & Equipment Maintenance	388,941	128,111	1,849,390	7,318	705	5,791	398,805	231,693	396,629	179,694	3,587,077
Policing Agreement	-	7,146,019	-	-	-	-	-	-	-	-	7,146,019
	19,442,716	17,895,168	10,138,855	1,926,495	325,406	3,265,153	10,087,420	35,025,201	5,904,607	5,257,805	109,268,826
Excess (Deficiency) of Revenues Over Expenditures	$ 29,731,320	$(14,642,535)	$ (5,750,524)	$ 719,788	$ 128,775	$ (1,637,567)	$ (8,515,926)	$ 7,558,278	$ 1,564,866	$ 4,384,658	$ 13,541,133

THE CITY OF PENTICTON
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021 Budget	2021	2020
Revenue			
Taxation	$ 36,582,672	$ 36,561,489	$ 35,302,596
Sales of Services	16,843,525	16,134,107	15,391,812
Government Grants and Transfers	2,109,641	5,989,081	6,973,281
Transfer From Other Funds/Reserves	867,952	3,343,881	3,810,348
Other Revenue	5,672,683	8,862,756	7,706,034
Other Contributions	205,768	1,308,309	2,832,784
Sale of Assets	30,000	265,000	182,175
Collections For other Governments	21,491,500	22,247,518	18,608,225
	83,803,741	94,712,141	90,807,255
Expenditure			
Salaries and Benefits	24,999,306	25,696,683	23,860,399
Goods and Services	19,299,332	19,870,200	19,208,693
Interest	537,007	504,183	738,645
Principal Payments	1,242,366	1,246,252	1,347,701
Other Expenses	2,038,285	1,928,989	1,174,695
Vehicle & Equipment Maintenance	1,502,241	3,177,388	2,779,061
Policing Agreement	8,597,093	7,836,513	7,146,019
Transfer to Other Funds/Reserves	4,096,611	11,664,748	14,662,529
Transfers to Other Governments	21,491,500	22,275,645	18,604,627
	83,803,741	94,200,601	89,522,369
EXCESS OF REVENUES OVER EXPENDITURES	-	511,540	1,284,886
CHANGE IN FUND BALANCES	-	511,540	1,284,886
FUND BALANCES, BEGINNING OF YEAR	9,134,879	9,134,879	7,849,993
FUND BALANCES, END OF YEAR	$ 9,134,879	$ 9,646,419	$ 9,134,879

THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021	2020
Balance, Beginning of Year	$ 27,862,842	$ 23,948,866
Add		
Transfers from:		
Revenue Funds	9,121,090	6,874,039
Interest Earned	436,597	429,141
Deduct		
Transfers to:		
Capital Funds	7,039,217	3,066,225
Revenue Funds	312,253	322,979
	$ 30,069,059	$ 27,862,842
STATUTORY RESERVE FUND BALANCES		
Affordable Housing Reserve	224,043	220,580
Alternative Transportation Reserve	210,578	156,127
Asset Sustainability	5,628,860	4,273,052
Capital Reserve Fund	3,276,175	3,791,237
Community Works Reserve	3,292,166	3,544,676
Electric Capital Reserve Fund	5,252,117	5,173,896
Equipment Replacement Reserve	6,584,966	6,839,555
Land Acquisition Reserve	551,116	84,784
Local Improvement Reserve	1,227,141	1,190,714
Off-Street Parking Reserve	130,974	128,950
Parkland Acquisition Reserve	101,793	-
Public Amenity Reserve	122,365	120,474
Sewer Capital Reserve	1,415,440	1,378,862
Tax Sale Lands Reserve	8,082	7,957
Water Capital Reserve	2,043,243	951,978
Balance, End of Year	$ 30,069,059	$ 27,862,842

THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	Balance, Beginning of Year	Transfer from General Revenue Fund	Interest Earned	Transfer to/from General Revenue/Capital Fund	2021 Total
Reserve					
Affordable Housing	$ 220,580	$ -	$ 3,463	$ -	$ 224,043
Alternate Transportation	156,127	52,000	2,451	-	210,578
Asset Sustainability	4,273,052	1,594,242	73,818	(312,252)	5,628,860
Capital	3,791,237	1,218,727	45,683	(1,779,472)	3,276,175
Community Works	3,544,676	3,020,636	53,322	(3,326,468)	3,292,166
Electric Capital	5,173,896	-	78,221	-	5,252,117
Equipment Replacement	6,839,555	1,575,579	103,111	(1,933,279)	6,584,966
Land Acquisition	84,784	465,000	1,332	-	551,116
Local Improvement	1,190,714	17,588	18,839	-	1,227,141
Off-Street Parking	128,950	-	2,024	-	130,974
Parkland Acquisition	-	101,000	793	-	101,793
Public Amenity	120,474	-	1,891	-	122,365
Sewer Capital	1,378,862	-	36,578	-	1,415,440
Tax Sale Lands	7,957	-	125	-	8,082
Water Capital	951,978	1,076,318	14,947	-	2,043,243
	$ 27,862,842	**$ 9,121,090**	**$ 436,598**	**$ (7,351,471)**	**$ 30,069,059**

THE CITY OF PENTICTON
RESERVES
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	Balance, Beginning of Year	Transfers In	Transfers Out	Interest	2021 Total
Non-Statutory					
Asset Emergency	$ 3,867,384	$ 424,487	$ (42,726)	$ -	$ 4,249,145
Cemetery Land	133,000	-	-	-	133,000
Climate Action	495,163	64,984	-	-	560,147
COVID -19 Restart	3,748,276	-	(1,355,338)	-	2,392,938
Election	60,000	30,000	-	-	90,000
Electric Surplus	22,876,424	1,114,450	-	-	23,990,874
Financial Stabilization	1,104,576	1,638,532	-	-	2,743,108
Gaming	919,139	836,972	(480,528)	-	1,275,583
General Surplus	9,134,879	511,540	-	-	9,646,419
Investment Income	1,369,942	-	-	-	1,369,942
Marinas	497,897	55,175	(44,818)	-	508,254
Multi-Material BC	766,975	541,856	(246,000)	-	1,062,831
Parking & Revitalization	51,765	-	-	-	51,765
Public Art	76,771	-	-	-	76,771
RCMP	538,001	250,000	(100,001)	-	688,000
Sewer Equipment Replacement	180,268	169,732	-	-	350,000
Sewer Surplus	2,611,405	2,998,814	-	-	5,610,219
Storm Water	107,526	237,022	-	-	344,548
Urban Forest	-	9,450	-	-	9,450
Water Surplus	8,362,937	2,185,743	-	-	10,548,680
West Bench Capital	1,185,185	-	-	-	1,185,185
West Bench Water	1,410,048	-	(78,336)	-	1,331,712
	59,497,561	11,068,757	(2,347,747)	-	68,218,571
Statutory	27,862,842	9,121,090	(7,351,471)	436,598	30,069,059
DCC	19,057,314	3,451,464	(3,755,909)	296,810	19,049,679
	$106,417,717	$ 23,641,311	$ (13,455,127)	$ 733,408	$117,337,309

THE CITY OF PENTICTON
RESERVE
COVID19 RESTART GRANT
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021	2020
COVID19 RESTART GRANT FUND		
Balance, Beginning of Year	$ 3,748,276	$ -
Add:		
Receipt of grant	-	4,711,000
Deduct:		
Transfer to Financial Stabilization	-	962,724
COVID impacts on revenue and expenses	1,355,338	-
Balance, End of Year	$ 2,392,938	$ 3,748,276

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
SEWER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021 Budget	2021	2020
Revenue			
Sales of Services	$ 8,457,140	$ 8,672,873	$ 7,041,749
Government Grants and Transfers	173,394	152,338	152,338
Other Contributions	-	1,292,072	125,000
Transfer From Other Funds/Reserves	-	707,624	2,611,369
	8,630,534	10,824,907	9,930,456
Expenditure			
Salaries and Benefits	1,825,700	1,856,777	1,797,468
Goods and Services	2,001,669	2,456,421	3,053,271
Interest	413,125	396,054	407,953
Principal Payments	538,987	538,987	538,987
Other Expenses	-	2,097	1,941
Vehicle & Equipment Maintenance	627,700	521,834	396,629
Transfer to Other Funds/Reserves	3,223,353	2,053,923	2,611,369
	8,630,534	7,826,093	8,807,618
EXCESS OF REVENUES OVER EXPENDITURES	-	2,998,814	1,122,838
CHANGE IN FUND BALANCES	-	2,998,814	1,122,838
FUND BALANCES, BEGINNING OF YEAR	2,611,405	2,611,405	1,488,567
FUND BALANCES, END OF YEAR	$ 2,611,405	$ 5,610,219	$ 2,611,405

THE CITY OF PENTICTON
WATER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021 Budget	2021	2020
Revenue			
Sales of Services	$ 10,144,000	$ 10,099,380	$ 9,234,854
Transfer From Other Funds/Reserves	78,336	2,823,881	3,692,030
Other Revenue	-	12,000	129,350
Other Contributions	-	2,444,324	100,000
	10,222,336	15,379,585	13,156,234
Expenditure			
Salaries and Benefits	1,833,595	2,094,787	1,972,427
Goods and Services	2,069,165	2,773,324	2,828,443
Interest	285,475	278,536	280,662
Principal Payments	422,123	422,123	422,123
Other Expenses	29,530	26,310	17,637
Vehicle & Equipment Maintenance	365,926	209,204	179,694
Transfer to Other Funds/Reserves	5,216,522	7,389,558	5,520,300
	10,222,336	13,193,842	11,221,286
EXCESS OF REVENUES OVER EXPENDITURES	-	2,185,743	1,934,948
CHANGE IN FUND BALANCES	-	2,185,743	1,934,948
FUND BALANCES, BEGINNING OF YEAR	8,362,937	8,362,937	6,427,989
FUND BALANCES, END OF YEAR	$ 8,362,937	$ 10,548,680	$ 8,362,937

THE CITY OF PENTICTON
ELECTRIC REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021 Budget	2021	2020
Revenue			
Sales of Services	$ 40,623,225	$ 42,233,342	$ 42,265,681
Other Revenue	9,835	9,359	10,811
Other Contributions	-	868,259	-
Transfer From Other Funds/Reserves	200,000	73,028	-
	40,833,060	43,183,988	42,276,492
Expenditure			
Salaries and Benefits	1,907,755	2,367,168	2,048,512
Goods and Services	32,774,369	35,171,514	31,927,514
Other Expenses	101,862	89,632	77,306
Vehicle & Equipment Maintenance	214,853	272,293	231,693
Transfer to Other Funds/Reserves	5,834,221	4,168,931	3,500,932
	40,833,060	42,069,538	37,785,957
EXCESS OF REVENUES OVER EXPENDITURES	-	1,114,450	4,490,535
CHANGE IN FUND BALANCES	-	1,114,450	4,490,535
FUND BALANCES, BEGINNING OF YEAR	22,876,424	22,876,424	18,385,889
FUND BALANCES, END OF YEAR	$ 22,876,424	$ 23,990,874	$ 22,876,424

THE CITY OF PENTICTON
STORM WATER
STATEMENT OF REVENUE AND EXPENDITURE
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021 Budget	2021	2020
REVENUE			
Sales of Services	$ 755,000	$ 763,377	$ 562,948
EXPENDITURE			
Salaries and Benefits	240,200	221,197	286,235
Goods and Services	114,520	125,125	153,579
Vehicle & Equipment Maintenance	42,670	21,171	18,565
Transfer to Other Funds/Reserves	357,610	155,904	-
	755,000	523,397	458,379
EXCESS OF REVENUES OVER EXPENDITURES	$ -	$ 239,980	$ 104,569

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CEMETERY PERPETUAL TRUST FUND
YEAR ENDED DECEMBER 31, 2021
(UNAUDITED)

	2021	2020
ASSETS		
Bank Term Deposits	$ 1,099,110	$ 1,088,227
Less:		
Due From General Revenue Fund	(53,031)	(20,318)
	$ 1,152,141	$ 1,108,545
SURPLUS		
Balance, Beginning of Year	$ 1,108,545	$ 1,056,150
Add:		
Care Fund Contributions	43,513	52,437
Interest Earned	10,883	24,458
	54,396	76,895
Deduct:		
Cemetery Maintenance	10,800	24,500
Balance, End of Year	$ 1,152,141	$ 1,108,545

Development Cost Charges

Development Cost Charges (DCCs) are fees that municipalities collect from new development to help pay for the cost of infrastructure services that are needed for community growth. DCC's are imposed by bylaw pursuant to the Local Government Act with the charges being intended to facilitate development by providing a method to fund capital projects related to roads, drainage (storm water), wastewater, waterworks, and parkland. DCC funds can be expended either to fund projects fully at the time of project completion or can be used to offset debt servicing costs.

Local governments are permitted to temporarily lend available money from one DCC reserve fund to another. The money, along with appropriate interest, must be returned to the original reserve fund.

The City's DCC program supports community development and integrates with longer-term plans. Infrastructure requirements are based on the Official Community Plan (OCP) that estimates a resulting population of 41,900 by the end of 2046.

The Current DCC Bylaw No. 2007-79 was adopted Feb 4, 2008, however an interim bylaw with increased DCC rates was passed on March 2, 2021. As part of the DCC Bylaw project, the Finance Department identified a number of one-time adjustments, debt payments and annual transfer adjustments that were approved by Council in September 2021, and are reflected in the 2021 DCC expenses.

A new DCC Bylaw is currently being prepared and public engagement is underway. It is anticipated that a final bylaw will be approved in the fall of 2022.

Municipal Assist Factors

The Local Government Act requires local governments to assist in the cost of new infrastructure. The municipal assist factor reflects Council and the community's support towards the financing costs of new infrastructure. The level of the assist, determined by City Council, reflects a benefit to the existing population while encouraging development and housing affordability.

Council will consider appropriate assist factors for future years in the bylaw review process.

City of Penticton current assist factor

- Roads 5%
- Water Mains 15%
- Water Plants 3%
- Parks 5%
- Wastewater 15%
- Storm (Drainage) 3%

Development Cost Charges Reserve Funds

DCC by Type	Opening Balance	DCC's Levied	Interest	Expenditures*	Internal Transfers	2021 Balance
Roads	$ 1,665,015	$ 541,121	$ 28,179	$ 281,472	-	$ 1,952,843
Parks	1,257,749	391,784	18,539	368,613	177,000	1,122,459
Storm (Drainage)	738,700	151,699	13,254	117,727	(177,000)	962,925
Wastewater	10,685,350	1,540,972	170,097	1,243,318	0	11,153,100
Water	4,710,500	825,889	66,742	1,744,780	-	3,858,352
Total	**$ 19,057,314**	**$ 3,451,464**	**$ 296,810**	**3,755,909**	**-**	**$ 19,049,679**

* Expenditures include project expenses, one time adjustments, annual transfers and debt financing costs

Project Expenditures 2021

Roads:

- $31k Transportation Master Plan
- $53k Debt Payments – Fairview Road and Industrial Avenue
- $5k Debt Payments – Main Street
- $193k One Time Adjustments

Wastewater:

- $850k Debt Payment and Annual Transfer - Lee Avenue Lift Station, Forcemain and Inlet Sewer Upgrades
- $408k Debt Payment and Annual Transfer – Advanced Wastewater Treatment Plant (AWWTP) Expansion from Liquid Waste Management Plan (LWMP)
- $(15k) One Time Adjustments

Storm (Drainage):

- $118k One Time Adjustments

Water:

- $488k Debt Payments and Annual Transfer - Water Filtration Plant Upgrade
- $1.26M One Time Adjustments

Parks:

- $154k Debt Payment and Annual Transfer - Munson Mountain Land Purchase
- $215k Debt Payment and Annual Transfer - New Playing fields

Planned DCC Spending

From the City's 2022 – 2026 Financial Plan, total planned project expenses are as follows:

Roads:

- $866k Point Intersection at Kinney Avenue and South Main Street

Sewer:

- $2.5M AWWTP Expansion and Upgrades

Water:

- $775k Ridgedale Reservoir

2021 Municipal Grant Program

Penticton's vision to be a "vibrant, innovative, adventurous waterfront City focused on sustainability, community and economic opportunity" includes supporting our community through municipal grants. The purpose of municipal grants is to raise the quality of life for City of Penticton residents by meeting the needs of community organizations and the objectives of City Council in meaningful, measurable ways. Municipal grants also include partnering agreements and consist of cash funding and in-kind support.

Organization	Total Support **
Activate Penticton Ice Rink (Bathrooms)*	200,000
Community Arts Council	12,312
Community Market (Farmer´s Market)	5,002
Curling Club - World Curling Tour	9,000
Ha Ha Ha Kidzfest Society	5,220
Hoodoo Adventures Company Ltd*	8,120
OK Similkameen Community Foundation (i.e.. Neighbourhood Small Grants)	3,600
Okanagan Fruit Tree Project Society	3,500
Okanagan School of the Arts - Shatford Centre	10,000
PACA - Bike Valet	5,849
Peach Festival Society - Mini Peach	17,826
Penticton Art Gallery Society	100,000
Penticton Arts Council - Arts Rising	4,000
Penticton BMX	4,200
Penticton Cycling Association	2,500
Penticton Lawn Bowling Club	2,215
Penticton Recovery Resource Society	9,684
Skaha Bluffs Park Watch Society	15,000
South Okanagan Senior´s Wellness Society	15,500
SS Sicamous Society	65,000
The Penticton Centre for Exceptional Learning	1,050
United Way Emergency Transportation Assistance Program	7,290
2021 Grand Total	**506,869**

* Denotes Partnering Agreement
** All listed amounts are rounded to the closest dollar

2021 Permissive Tax Exemptions

Applicant	Civic Address	2021 Municipal Taxes Forgone
Affordable Living for Today Society	245 Warren Ave. W.	$8,143
BC Wine Info Centre	101 - 553 Vees Dr.	$4,038
BPOE Penticton Elks Lodge #51	343 Ellis St.	$3,972
Cheers the Church	639 Main St.	$6,698
Christian Science Society	608 Winnipeg St.	$1,306
Community Foundation of the South Okanagan Similkameen	501 Main St.	$24,219
Concordia Lutheran Church of Penticton BC	2800 South Main St.	$4,955
Fraternal Order Of Eagles #4281	1197 Main St.	$4,168
Good Samaritan Canada	270 Hastings Ave.	$58,820
Grace Mennonite Brethren Church	74 Penticton Ave.	$1,649
Green Mountain Congregation of Jehovah's Witnesses	52 Roy Ave.	$3,627
Hellenic Community of Penticton	1265 Fairview Ave.	$1,601
Holy Cross School	1299 Manitoba St.	$17,666
Luso Canadian Multicultural Society	135 Winnipeg St.	$2,573
Oasis United Church	2964 Skaha Lake Rd.	$12,882
Okanagan Boys & Girls Clubs	1295 Manitoba St.	$8,539
Okanagan Similkameen Neurological Society	103 - 550 Carmi Ave.	$0
OneSky Community Resources Society	1140 Commercial Way	$3,393
OneSky Community Resources Society	470 Edmonton Ave.	$3,730
OneSky Community Resources Society	500 Edmonton Ave.	$1,016
OneSky Community Resources Society	2434 Baskin St.	$1,236
OneSky Community Resources Society	2450 Baskin St.	$1,240
OneSky Community Resources Society	150 McPherson Cres.	$2,817
OneSky Community Resources Society	154 McPherson Cres.	$2,817
OneSky Community Resources Society	330 Ellis St.	$13,091
OneSky Housing Society	107 - 285 Nanaimo Ave. W.	$479
OneSky Housing Society	108 - 285 Nanaimo Ave. W.	$652
OneSky Housing Society	110 - 285 Nanaimo Ave. W.	$517
OneSky Housing Society	111 - 285 Nanaimo Ave. W.	$517

2021 Permissive Tax Exemptions

Applicant	Civic Address	2021 Municipal Taxes Forgone
OneSky Housing Society	112 - 285 Nanaimo Ave. W.	$753
OneSky Housing Society	113 - 285 Nanaimo Ave. W.	$625
OneSky Housing Society	114 - 285 Nanaimo Ave. W.	$962
OneSky Housing Society	115 - 285 Nanaimo Ave. W.	$866
OneSky Housing Society	101 - 285 Nanaimo Ave. W.	$468
OneSky Housing Society	102 - 285 Nanaimo Ave. W.	$652
OneSky Housing Society	103 - 285 Nanaimo Ave. W.	$652
OneSky Housing Society	104 - 285 Nanaimo Ave. W.	$883
OneSky Housing Society	105 - 285 Nanaimo Ave. W.	$670
OneSky Housing Society	106 - 285 Nanaimo Ave. W.	$1,077
OneSky Housing Society	207 - 285 Nanaimo Ave. W.	$491
OneSky Housing Society	208 - 285 Nanaimo Ave. W.	$669
OneSky Housing Society	209 - 285 Nanaimo Ave. W.	$669
OneSky Housing Society	210 - 285 Nanaimo Ave. W.	$908
OneSky Housing Society	211 - 285 Nanaimo Ave. W.	$916
OneSky Housing Society	212 - 285 Nanaimo Ave. W.	$489
OneSky Housing Society	213 - 285 Nanaimo Ave. W.	$1,115
OneSky Housing Society	214 - 285 Nanaimo Ave. W.	$880
OneSky Housing Society	201 - 285 Nanaimo Ave. W.	$517
OneSky Housing Society	202 - 285 Nanaimo Ave. W.	$669
OneSky Housing Society	203 - 285 Nanaimo Ave. W.	$669
OneSky Housing Society	204 - 285 Nanaimo Ave. W.	$907
OneSky Housing Society	205 - 285 Nanaimo Ave. W.	$688
OneSky Housing Society	206 - 285 Nanaimo Ave. W.	$1,111
OneSky Housing Society	307 - 285 Nanaimo Ave. W.	$502
OneSky Housing Society	308 - 285 Nanaimo Ave. W.	$685
OneSky Housing Society	309 - 285 Nanaimo Ave. W.	$685
OneSky Housing Society	310 - 285 Nanaimo Ave. W.	$929
OneSky Housing Society	311 - 285 Nanaimo Ave. W.	$940
OneSky Housing Society	312 - 285 Nanaimo Ave. W.	$500
OneSky Housing Society	313 - 285 Nanaimo Ave. W.	$1,145

2021 Permissive Tax Exemptions

Applicant	Civic Address	2021 Municipal Taxes Forgone
OneSky Housing Society	314 - 285 Nanaimo Ave. W.	$903
OneSky Housing Society	301 - 285 Nanaimo Ave. W.	$489
OneSky Housing Society	302 - 285 Nanaimo Ave. W.	$685
OneSky Housing Society	303 - 285 Nanaimo Ave. W.	$685
OneSky Housing Society	304 - 285 Nanaimo Ave. W.	$929
OneSky Housing Society	305 - 285 Nanaimo Ave. W.	$705
OneSky Housing Society	306 - 285 Nanaimo Ave. W.	$1,141
OneSky Housing Society	407 - 285 Nanaimo Ave. W.	$514
OneSky Housing Society	408 - 285 Nanaimo Ave. W.	$702
OneSky Housing Society	409 - 285 Nanaimo Ave. W.	$702
OneSky Housing Society	410 - 285 Nanaimo Ave. W.	$959
OneSky Housing Society	411 - 285 Nanaimo Ave. W.	$963
OneSky Housing Society	412 - 285 Nanaimo Ave. W.	$511
OneSky Housing Society	413 - 285 Nanaimo Ave. W.	$1,179
OneSky Housing Society	414 - 285 Nanaimo Ave. W.	$925
OneSky Housing Society	401 - 285 Nanaimo Ave. W.	$500
OneSky Housing Society	402 - 285 Nanaimo Ave. W.	$702
OneSky Housing Society	403 - 285 Nanaimo Ave. W.	$702
OneSky Housing Society	404 - 285 Nanaimo Ave. W.	$955
OneSky Housing Society	405 - 285 Nanaimo Ave. W.	$722
OneSky Housing Society	406 - 285 Nanaimo Ave. W.	$1,171
Ooknakane Friendship Centre	146 Ellis St.	$4,277
Our Redeemer Lutheran Church of Penticton, B.C.	1370 Church St.	$1,692
Penticton & District Community Arts Council	220 Manor Park Ave.	$14,339
Penticton & District Minor Hockey Association	399 Power St.	$1,357
Penticton Alliance Church	197 Brandon Ave.	$4,270
Penticton and District Emergency Program Society	251 Dawson Ave.	$1,798
Penticton and District Multicultural Society	340 Ellis St.	$5,234
Penticton and District Society for Community Living	252 Conklin Ave.	$2,074
Penticton and District Society for Community Living	180 Industrial Ave. W.	$13,186
Penticton and District Society for Community Living	259 Backstreet Blvd. (up to 15 units)	$8,287

2021 Permissive Tax Exemptions

Applicant	Civic Address	2021 Municipal Taxes Forgone
Penticton and District Society for Community Living	234 Van Horne St.	$2,696
Penticton and District Society for Community Living	1706 Main St.	$15,457
Penticton and District Society for Community Living	"453 Winnipeg St. (Chestnut Place)"	$4,322
Penticton and District Society for Community Living	146 & 150 Bruce Crt.	$12,727
Penticton Art Gallery	199 Marina Way	$19,877
Penticton Bethel Pentecostal Tabernacle	945 Main St.	$7,184
Penticton Bethel Pentecostal Tabernacle	65 Preston Ave.	$1,944
Penticton Bethel Pentecostal Tabernacle	973 Main St.	$5,132
Penticton BMX Society	630 Munson Mountain Rd.	$3,260
Penticton Christian School Society	102 – 96 Edmonton Ave.	$893
Penticton Community Gardens Society	480 Vancouver Ave.	$1,164
Penticton Curling Club	505 Vees Dr.	$12,253
Penticton Disc Golf Club	500 Marina Way	$7,074
Penticton First Baptist Church	1498 Government St.	$5,519
Penticton Free Presbyterian Church	120 Preston Ave.	$2,843
Penticton Golf & Country Club	600 Comox St.	$5,894
Penticton Golf & Country Club	852 Eckhardt Ave. W.	$14,970
Penticton Kiwanis Housing Society	101 - 150 Van Horne St.	$485
Penticton Kiwanis Housing Society	103 - 150 Van Horne St.	$387
Penticton Kiwanis Housing Society	105 - 150 Van Horne St.	$387
Penticton Kiwanis Housing Society	113 - 150 Van Horne St.	$387
Penticton Kiwanis Housing Society	115 - 150 Van Horne St.	$489
Penticton Kiwanis Housing Society	112 - 150 Van Horne St.	$481
Penticton Kiwanis Housing Society	104 - 150 Van Horne St.	$383
Penticton Kiwanis Housing Society	102 - 150 Van Horne St.	$481
Penticton Kiwanis Housing Society	201 - 150 Van Horne St.	$489
Penticton Kiwanis Housing Society	209 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	211 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	213 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	215 - 150 Van Horne St.	$497
Penticton Kiwanis Housing Society	214 - 150 Van Horne St.	$485

2021 Permissive Tax Exemptions

Applicant	Civic Address	2021 Municipal Taxes Forgone
Penticton Kiwanis Housing Society	212 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	210 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	204 - 150 Van Horne St.	$387
Penticton Kiwanis Housing Society	202 - 150 Van Horne St.	$485
Penticton Kiwanis Housing Society	301 - 150 Van Horne St.	$489
Penticton Kiwanis Housing Society	315 - 150 Van Horne St.	$497
Penticton Kiwanis Housing Society	314 - 150 Van Horne St.	$485
Penticton Kiwanis Housing Society	312 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	310 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	308 - 150 Van Horne St.	$489
Penticton Kiwanis Housing Society	304 - 150 Van Horne St.	$387
Penticton Kiwanis Housing Society	302 - 150 Van Horne St.	$485
Penticton Kiwanis Housing Society	401 - 150 Van Horne St.	$489
Penticton Kiwanis Housing Society	413 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	415 - 150 Van Horne St.	$497
Penticton Kiwanis Housing Society	414 - 150 Van Horne St.	$485
Penticton Kiwanis Housing Society	412 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	410 - 150 Van Horne St.	$390
Penticton Kiwanis Housing Society	408 - 150 Van Horne St	$489
Penticton Kiwanis Housing Society	406 - 150 Van Horne St.	$387
Penticton Kiwanis Housing Society	404 - 150 Van Horne St.	$387
Penticton Kiwanis Housing Society	402 - 150 Van Horne St.	$485
Penticton Lawn Bowling Club	260 Brunswick St.	$5,466
Penticton Masonic Building Association	416 Westminster Ave. W.	$3,411
Penticton New Beginnings Christian Fellowship	101 - 96 Edmonton Ave.	$873
Penticton Recovery Resource Society	633 Winnipeg St.	$3,446
Penticton Safety Village Society	490 Edmonton Ave.	$5,379
Penticton Seniors' Drop-In Centre Society	2905 South Main St.	$24,483
Penticton Sikh Temple and Indian Cultural Society	3290 South Main St.	$8,938
Penticton Tennis Club	675 Marina Way	$2,987
Penticton United Church	696 Main St.	$3,583

2021 Permissive Tax Exemptions

Applicant	Civic Address	2021 Municipal Taxes Forgone
Penticton Vineyard Community Church	102 - 1825 Main St.	$9,550
Penticton Yacht Club	293 Marina Way	$10,650
S.S. Sicamous Restoration Society	1099 Lakeshore Dr. W.	$9,512
Seventh-day Adventist Church (British Columbia Conference)	290 Warren Ave. W.	$4,362
South Okanagan Similkameen Brain Injury Society	742 Argyle St.	$2,316
South Okanagan Similkameen Brain Injury Society	332 Eckhardt Ave. W.	$2,809
South Okanagan Similkameen Medical Foundation	1802 Camrose St.	$4,850
South Okanagan Similkameen Medical Foundation	1748 Camrose St.	$6,872
South Okanagan Women in Need Society	Hughes House	$0
South Okanagan Women in Need Society	Tamarack	$0
South Okanagan Women in Need Society	101 - 1027 Westminster Ave. W.	$662
South Okanagan Women in Need Society	102 - 1027 Westminster Ave. W.	$1,361
St. Andrew's Presbyterian Church	397 Martin St.	$1,499
St. Andrew's Presbyterian Church	157 Wade Ave. W.	$2,460
St. Ann's Parish	1296 Main St.	$6,601
St. Ann's Parish (Penticton Recovery Resource Society)	397 Wade Ave. W.	$1,535
St. Ann's Parish (Pregnancy Support Program under OneSky Communities)	200 Bennett Ave.	$1,532
St. Ann's Parish (St. John Vianney)	361 Wade Ave. W.	$2,971
St. Saviour's Anglican Church	150 Orchard Ave.	$4,840
The British Columbia Society for the Prevention of Cruelty to Animals	2200 Dartmouth Dr.	$16,260
The Care Closet	574 Main St.	$2,520
The Church of Jesus Christ of Latter-day Saints in Canada	2946 South Main St.	$5,607
The Penticton Church of the Nazarene	523 Jermyn Ave.	$3,118
The Penticton Horseshoe Pitchers Club	2905 South Main St.	$2,316
The Penticton Kinsmen Disability Resource Center Society	216 Hastings Ave.	$10,816
The Salvation Army Penticton	2399 South Main St.	$12,655
The Salvation Army Penticton	2469 South Main St.	$3,866
The Salvation Army Penticton	318 Ellis St.	$4,270
YMCA of Okanagan Association	630 Birch Ave.	$2,495
Total 2021 Permissive Tax Exemptions		**$629,173**

2021 Revitalization Tax Exemptions

Civic Address	2021 Municipal Taxes Foregone
535 Main St.	$3,172
192 Industrial Crt.	$2,602
361 Martin St.	$10,340
399 Main St.	$9,884
1000 Lakeshore Dr. W.	$3,000
553 Vees Dr.	$67,039
21 Lakeshore Dr. W.	$88,945
161 Ellis St.	$3,349
101 - 110 Ellis St.	$3,032
102 - 110 Ellis St.	$1,829
103 - 110 Ellis St.	$1,954
201 - 110 Ellis St.	$1,505
202 - 110 Ellis St.	$747
204 - 110 Ellis St.	$982
301 - 110 Ellis St.	$1,353
302 - 110 Ellis St.	$766
303 - 110 Ellis St.	$1,062
304 - 110 Ellis St.	$1,342
305 - 110 Ellis St.	$1,145
306 - 110 Ellis St.	$660
307 - 110 Ellis St.	$660
308 - 110 Ellis St.	$1,179
309 - 110 Ellis St.	$1,209
310 - 110 Ellis St.	$872
311 - 110 Ellis St.	$826
312 - 110 Ellis St.	$1,244
401 - 110 Ellis St.	$1,357
402 - 110 Ellis St.	$747
403 - 110 Ellis St.	$1,046
404 - 110 Ellis St.	$1,342
405 - 110 Ellis St.	$1,183

2021 Revitalization Tax Exemptions

Civic Address	2021 Municipal Taxes Foregone
406 - 110 Ellis St.	$660
407 - 110 Ellis St.	$660
408 - 110 Ellis St.	$1,175
409 - 110 Ellis St.	$1,209
410 - 110 Ellis St.	$861
411 - 110 Ellis St.	$804
412 - 110 Ellis St.	$1,206
501 - 110 Ellis St.	$1,357
502 - 110 Ellis St.	$747
503 - 110 Ellis St.	$1,046
504 - 110 Ellis St.	$1,342
505 - 110 Ellis St.	$1,168
506 - 110 Ellis St.	$660
507 - 110 Ellis St.	$660
508 - 110 Ellis St.	$1,175
509 - 110 Ellis St.	$1,209
510 - 110 Ellis St.	$861
511 - 110 Ellis St.	$804
512 - 110 Ellis St.	$1,206
601 - 110 Ellis St.	$1,824
602 - 110 Ellis St.	$1,839
603 - 110 Ellis St.	$1,789
604 - 110 Ellis St.	$1,960
605 - 110 Ellis St.	$1,562
606 - 110 Ellis St.	$1,407
198 Ellis St.	$5,774
351 Van Horne St.	$5,414
345 Van Horne St.	$5,656
325 Van Horne St.	$6,013
331 Van Horne St.	$5,262

2021 Revitalization Tax Exemptions

Civic Address	2021 Municipal Taxes Foregone
135 Front St.	$12,026
409 Ellis St.	$499
99 White Ave. E.	$3,787
232 Rosetown Ave.	$2,704
2060 Government St.	$1,812
2147 Dartmouth Rd.	$5,596
647 Okanagan Ave. E.	$6,379
117 - 2203 Dartmouth Dr.	$1,198
121 - 2203 Dartmouth Dr.	$986
125 - 2203 Dartmouth Dr.	$987
129 - 2203 Dartmouth Dr.	$1,242
Total 2021 Revitalization Tax Exemptions	**$310,897**

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

Council Report

penticton.ca

Date: June 21, 2022 File No:
To: Donny van Dyk, Chief Administrative Officer
From: Elma Hamming, Manager of Finance
Subject: **2021 Statement of Financial Information**

Staff Recommendation

THAT Council approves the Statement of Financial Information for the fiscal year ending December 31, 2021.

Strategic priority objective

Mission: Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

Background

Pursuant to requirements set out in the *Financial Information Act*, the City must prepare a statement of financial information in accordance with generally accepted accounting principles for each fiscal year that includes the following:

(a) a schedule showing

(i) in respect of each employee earning more than the prescribed amount of $75,000, the total remuneration paid to the employee and total amount paid to or for the employee's expenses or for the employees benefit, and;

(ii) a consolidated total of all remuneration paid to all other employees;

(b) a schedule showing

(i) the total amount paid to each vendor or supplier of goods or services during the fiscal year that is greater than the prescribed amount of $25,000, and;

(ii) a consolidated total of all other payments made to suppliers of goods or services during that fiscal year.

The Statement of Financial Information (SOFI) requirements ensure that there are consistent and minimum levels of disclosure of financial information and provides information augmenting that which is provided in the audited financial statements alone. Within 6 months after the end of each fiscal year of the City, it must prepare and file with the Ministry of Municipal Affairs and Housing a Statement of Financial Information. The filing deadline for the Dec 31, 2021 Statement of Financial Information is June 30, 2022.

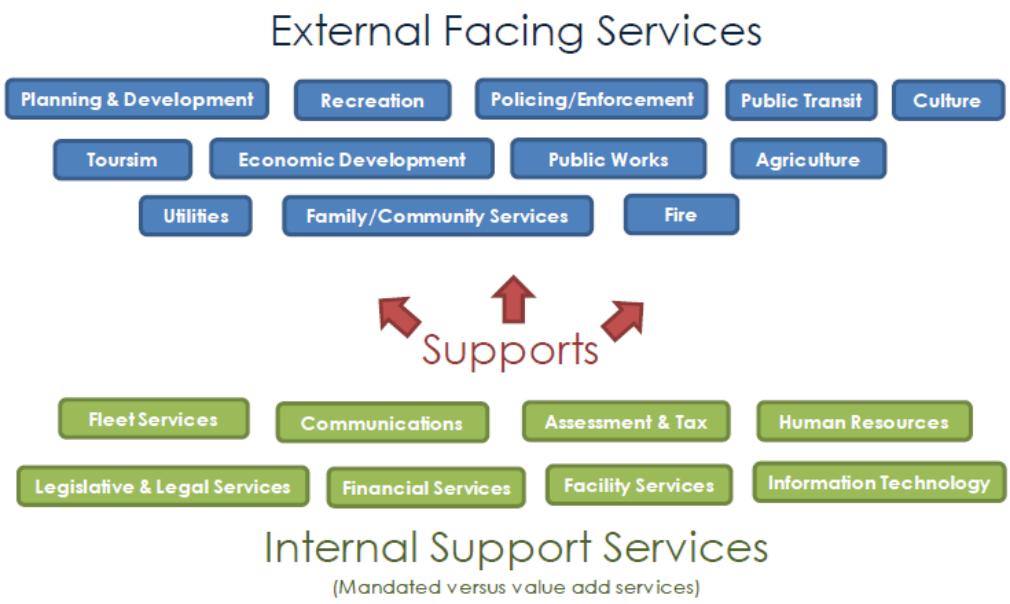
Analysis

Municipal Services

The underlying purpose of the SOFI is transparency and accountability, however it focuses on the quantitative characteristics of the operations with no emphasis on the qualitative characteristics of municipal services. Quality of life services provided by the city is proportional to municipal costs which include labour, and provide such services as policing, fire & emergency, water, sewer, electrical, roads, development, recreation facilities, community events, paths and trails, parks, library, museum, bylaw, transit, and snow removal.

Figure 1 shows how the mandated Internal Support Services support the value added External Facing Services:

Figure 1 External and Internal Services



Staffing

In 2020, with the emergence of COVID, the City reduced its workforce due to ongoing restrictions. This had the most significant impact to the Recreation department. This effect is evident in Figure 2 and Figure 3 showing number and amounts of employees earning less than $75,000. Staffing levels are always in flux and comparing year to year changes at a particular point in time with a $75,000 threshold break may not yield accurate comparative results. Note that the total number of employees shown in the table does **not** represent current number of positions, it only represents payroll activity.

Figure 2 Number of Employees over/under $75,000 Reporting Threshold 2019 – 2021*

Reporting Threshold	2021	Annual Change	2020	Annual Change	2019
Over $75,000	145	4	141	15	126
Under $75,000	393	5	388	(61)	449
Total*	538	9	529	(46)	575

*Total reflects total # of personnel paid including seasonal workers, part time workers and employee turnover, this does represent number of FTE staffing positions

*Figure 3 Remuneration** Comparisons 2019 - 2021*

Reporting Threshold	2021	Annual $ Change	Annual % Change	2020	Annual $ Change	Annual % Change	2019
Over $75,000	$15,396,455	$410,270	2.7%	$14,986,185	$2,176,188	17.0%	$12,809,997
Under $75,000	$11,220,674	$994,789	9.7%	$10,225,885	($1,730,773)	-14.5%	$11,956,658
Total	$26,617,129	$1,405,058	5.6%	$25,212,071	$445,415	1.8%	$24,766,656

**Total remuneration includes base pay, acting pay, overtime, standby pay and taxable benefits. Taxable benefits include, but are not limited to, parking and employer share of benefits and life insurance. The percentage increase will reflect annual union or CPI increases, increases due for length of service and fluctuations in benefit costs mandated by contracts and the Collective Agreements.

Globally there was a net change of 4 additional employees within management (1), CUPE (1), IAFF(1) and IBEW (1) paid at levels above the $75,000 threshold caused by several different factors. Although staffing levels didn't change significantly from 2020 to 2021, cost of living increases and the remaining prescribed reporting level of $75,000 has impacted the number of employees reported. This can fluctuate year to year due to retirements, overtime, and timing of replacement staff.

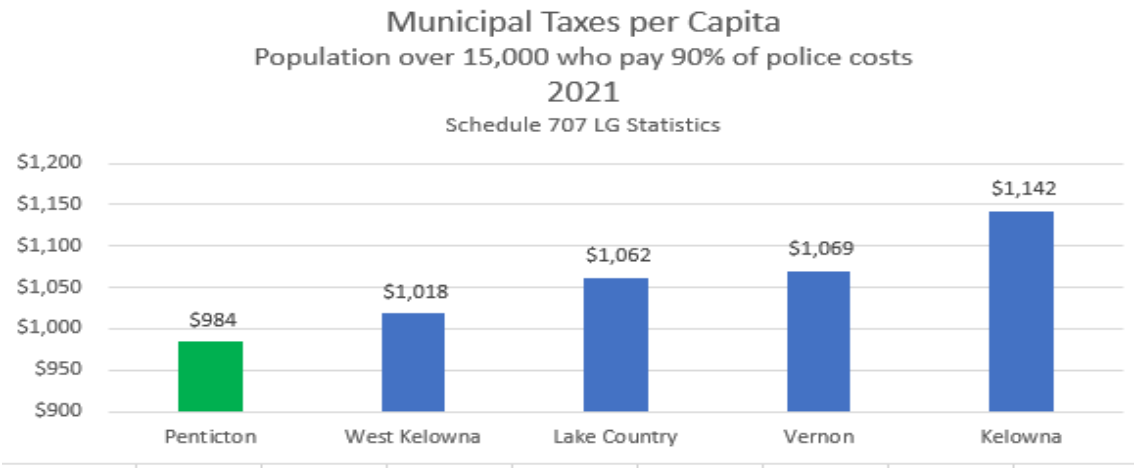
During the course of 2021 there were emergency events that resulted in overtime and other events that resulted in remuneration to staff which was subsequently recovered from the Province. A schedule (Attachment C) of the additional remuneration per employee has been included for reference as this resulted in an increase in expenses outside of normal operations.

Per Capita

While services and assessment class mix can vary from municipality to municipality, it can be helpful to review comparative tax dollars per capita to understand how Penticton compares provincially and in the Okanagan region. Labour represents a significant portion of organizational costs, so if labour costs are significantly higher than average, this would be evident in the per capita dollar amount. Note that labor represents 31% of municipal costs (excluding amortization) in 2021 based on the audited Financial Statements.

Using Provincial data, Penticton's municipal tax per capita based on 2020 census data was $984 which places Penticton below the provincial average of $1,225. Extracting only municipalities in the Okanagan with population over 15,000, who pay 90% of police costs, places Penticton on the lowest end of the scale as shown in Figure 4 which would indicate that comparatively Penticton's taxpayers are paying lower taxes for municipal services per person and receiving good value for tax dollars:

Figure 4 Municipal Taxes per Capita Okanagan Region with population > 15,000



Attachment A – Statement of Financial Information (SOFI)
Attachment B – Summary of Mayor, Council and CAO Expenses
Attachment C – Summary of Emergency Overtime

Respectfully submitted,

Elma Hamming
Manager of Finance

Approvals

Director of Finance and Administration	A / Chief Administrative Officer
AMC	AH

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City of Penticton
Statement of Financial Information Approval
For the year ended December 31, 2021

Statement of Financial Information Approval

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Angela Campbell, ACIA, CPA, CMA, H.BComm
Chief Financial Officer/Director of Finance and Administration
City of Penticton

June 14/2022
Date

penticton.ca

City of Penticton
Schedule of Guarantee and Indemnity Agreements
For the year ended December 31, 2021

Schedule of Guarantee and Indemnity Agreements

There were no guarantees or indemnities under the Guarantees and Indemnity Regulation for the year ending December 31, 2021.

Angela Campbell, ACIA, CPA, CMA, H.BComm
Chief Financial Officer/Director of Finance and Administration
City of Penticton

June 14, 2022
Date

City of Penticton
2021 Council remuneration
for the year ended December 31, 2021

Name	Position	Remuneration	Expenses	Total
Bloomfield, Julius	Councillor	26,736	800	27,536
Kimberley, Gerald	Councillor	3,151	0	3,151
Miller, James	Councillor	12,344	63	12,407
Regehr, Frank	Councillor	26,736	776	27,513
Robinson, Kathleen	Councillor	26,736	675	27,411
Sentes, Judy	Councillor	26,736	788	27,525
Vassilaki, John	Mayor	80,750	927	81,677
Watt, Campbell	Councillor	26,736	675	27,411
		$ 229,927	$ 4,705	$ 234,632

City of Penticton
Schedule of employee remuneration and expense over $75,000
for the year ended December 31, 2021

		Remuneration (**)	Expenses	Total
Achsen, Jarrett	Fire Fighter	114,774.53	1,129.64	115,904.17
Alexander, Christopher	Engineering Technologist II	75,132.00	409.36	75,541.36
Almrud, Ken	Utilities Serviceperson	75,549.61	1,727.70	77,277.31
Barbour, Kenneth	Fire Prevention Officer	135,799.71	570.81	136,370.52
Bauer, James	General Manager of Finance & Administration	191,112.76	2,732.18	193,844.94
Bazley, Ryan	Fire Fighter	140,322.57	561.98	140,884.55
Best, David	Utilities Supervisor	105,008.96	2,394.87	107,403.83
Binks, Cody	Journeyman Lineman	121,942.57	376.43	122,319.00
Bird, Andrew	Fire Fighter	147,879.60	421.43	148,301.03
Boyd, Graham	Fire Fighter	113,632.02	758.04	114,390.06
Butcher, Martin	System Integrator	87,479.12	3,690.36	91,169.48
Buzzell, Heather	Chief Librarian	89,433.68	632.74	90,066.42
Campbell, Angela	Acting GM of Finance & Administration	139,713.18	3,928.80	143,641.98
Capewell, Nicole	Planning Technologist II	82,452.06	1,885.41	84,337.47
Carlos, Hector	Network Systems Analyst	83,815.29	-	83,815.29
Carter, Jo-Anne	Building Official II	86,517.20	983.12	87,500.32
Chapman, Ian	General Manager of Infrastructure	171,608.77	1,603.67	173,212.44
Chaudry, Tania	Manager, Human Resources and Occupational Health & Safety	118,347.79	3,066.47	121,414.26
Coates, Amber	Revenue Supervisor	95,356.08	549.39	95,905.47
Collison, Angela	Corporate Officer	118,360.73	1,867.72	120,228.45
Collyer, Steven	Planning Technologist II	77,888.37	1,385.40	79,273.77
Conquergood, Austin	Fire Fighter	110,119.93	286.50	110,406.43
Contreras, Mari Ysabel	Parks Technician	83,215.67	5,042.98	88,258.65
Cooper, Philip	Communications Manager	142,403.19	529.41	142,932.60
Crickett, Greg	Wastewater Treatment Plant Operator II	78,275.77	678.11	78,953.88
Davies, Kevin	Meter Technician	96,852.51	3,714.39	100,566.90
Deleeuw, Cameron	Wastewater Treatment Plant Operator II	80,572.65	1,370.38	81,943.03
Dermody, Trevor	Fire Fighter	104,317.69	651.14	104,968.83
Dionne, Blaine	Fire Captain	144,614.48	-	144,614.48
Dixon, Kristen	General Manager of Infrastructure	165,222.46	1,395.79	166,618.25
Dorrell, Krystie	Facilities Service Coordinator	81,120.72	2,685.66	83,806.38
Duncan, Jeffrey	Trades Heavy Duty Mechanic	78,845.73	328.67	79,174.40
Ehlers, Brian	Building Official II	84,894.25	716.53	85,610.78
Engel, Anika	Water Treatment Plant Operator II	76,269.17	1,625.86	77,895.03
Erdmann, Cody	Fire Fighter	87,635.44	355.80	87,991.24
Fairholm, Kelly	Heavy Duty Mechanic	87,752.71	328.67	88,081.38
Fenrich, Kirkland	Network Systems Analyst	80,535.85	-	80,535.85
Figgitt, Tyler	Infrastructure Services Manager	121,865.21	921.54	122,786.75
Filice, Shawn	Electric Utility Manager	163,395.85	973.69	164,369.54
Finlayson, Matthew	Water Treatment Plant Operator II	80,293.65	2,583.04	82,876.69
Firlotte, Micheal	Water Quality Supervisor	114,633.59	1,923.14	116,556.73
Fordyce, Glen	Fire Inspector I	111,513.62	1,955.26	113,468.88

City of Penticton
Schedule of employee remuneration and expense over $75,000
for the year ended December 31, 2021

		Remuneration (**)	Expenses	Total
Franzen, Ramona	Assistant Procurement Manager	80,157.66	946.68	81,104.34
Gaidica, Douglas	Building Official III	99,076.61	746.53	99,823.14
Galos, Ronald	GIS Analyst II	82,463.26	-	82,463.26
Gammon, Tony	Business Analyst 2	85,130.97	260.00	85,390.97
Garrett, Steve	Fire Captain	139,639.68	-	139,639.68
Gerk, Alex	Fire Fighter	98,323.74	195.00	98,518.74
Gibbons, Curtis	Fire Fighter	123,106.40	1,202.25	124,308.65
Glousher, Hogan	Fire Fighter	89,729.25	250.00	89,979.25
Goodwin, Adam	Social Development Specialist/ESS Coordinator	111,388.15	2,890.53	114,278.68
Grady, Randi	Municipal Operations Manager-RCMP	94,129.36	326.53	94,455.89
Grantham, Ben	Fire Fighter	108,325.34	-	108,325.34
Greer, Deanna	Building Official I	78,874.55	1,488.81	80,363.36
Guy, Tyler	Fire Fighter	112,866.31	-	112,866.31
Haddad, Anthony	General Manager, Community Services	193,361.19	1,371.69	194,732.88
Hardisty, Cheryl	Senior Executive Assistant	84,076.37	6,910.98	90,987.35
Harris, Edmund	Electric Utility Supervisor	113,293.60	890.39	114,183.99
Hawkes, Justin	Journeyman Lineman	117,075.89	408.44	117,484.33
Henderson, Stuart	Wastewater Treatment Plant Operator II	81,832.40	1,427.39	83,259.79
Hindley, Wayne	Fleet Supervisor	105,232.72	2,111.09	107,343.81
Hodges, Michael	Development Infrastructure Manager	123,760.76	1,113.93	124,874.69
Holmes, Jared	Fire Captain	141,247.73	238.83	141,486.56
Hudson, Jerod	Instrumentation/Electrical Technician	79,865.77	835.86	80,701.63
Hvidston, Ryan	Fire Fighter	120,424.37	1,182.01	121,606.38
Ingram, Cathy	Procurement & Inventory Services Manager	114,005.27	2,240.42	116,245.69
Johnson, Jayson	Fire Fighter	118,408.04	408.00	118,816.04
Johnson, Kelsey	Manager of Recreation, Arts and Culture	106,613.48	462.64	107,076.12
Johnson, Ronald	Foreman - Utilities	84,791.57	119.99	84,911.56
Jones, Courtney	Financial Planning and Budget Specialist	100,230.46	1,430.06	101,660.52
Jorgensen, Erik	Fire Captain	145,845.11	442.10	146,287.21
Kassian, David	Sustainability Coordinator	81,252.43	1,128.74	82,381.17
Kenney, Rod	Fire Fighter	107,416.48	1,819.28	109,235.76
Keylock, David	Trades Technician	76,759.06	697.01	77,456.07
Kleb, JoAnne	Public Engagement Program Manager	97,154.42	704.41	97,858.83
Kunka, Kenneth	Building & Permitting Manager	128,089.95	2,051.49	130,141.44
Lantz, Patrick	Mechanic	80,612.95	2,674.22	83,287.17
Laven, Blake	Director of Development Services	156,444.84	1,492.17	157,937.01
Lerch, Daniel	Systems Librarian	79,717.14	457.79	80,174.93
Lewis, Carly	Economic Development Manager	99,333.51	970.60	100,304.11
Lewis, Jesse	Plumbing Official/Cross Connection Coordinator I	89,769.03	1,137.48	90,906.51
Linklater, Rachel	RCMP Crime Analyst	78,857.03	-	78,857.03
Looy, Jules	Engineering Technologist II	83,488.19	1,480.48	84,968.67
Lowe, Terry	Fire Captain	156,882.58	183.33	157,065.91
MacIntyre, Gordon	Trades Technician	78,976.50	453.88	79,430.38

City of Penticton
Schedule of employee remuneration and expense over $75,000
for the year ended December 31, 2021

		Remuneration (**)	Expenses	Total
MacLeod, Jonathan	Journeyman Lineman	85,922.01	9,882.77	95,804.78
Mander, Geoff	Journeyman Lineman	100,516.62	125.00	100,641.62
Marsden, Gary	Foreman – WWTP	86,714.71	477.67	87,192.38
McCaughey, Derek	Treatment Plant Millwright	78,645.36	628.86	79,274.22
Mercier, Christina	Bylaw Services Manager	98,417.72	726.93	99,144.65
Mertz, Joel	Waste Water Treatment Plant Supervisor	105,609.90	976.70	106,586.60
Moncrieff, Chandra	Design Supervisor	77,458.42	2,725.04	80,183.46
Mortimer, Donald	Foreman – WTP	93,314.34	3,122.05	96,436.39
Oomen, Dennis	Museum Manager	75,301.55	132.20	75,433.75
Padda, Rumneek	GIS Analyst I	76,175.25	-	76,175.25
Painchaud, Lyle	Wastewater Treatment Plant Operator II	79,946.15	2,106.73	82,052.88
Pettet, Katrina	Project Engineer	102,986.73	1,413.55	104,400.28
Phillips, Derek	Foreman - Meters, Dams & Irrigation	88,086.29	165.17	88,251.46
Phillips, Robert	Water Treatment Plant Operator III	78,441.50	1,591.33	80,032.83
Polvere, David	IT Manager	125,950.81	385.14	126,335.95
Portwood, Jade	Fire Fighter	91,489.34	-	91,489.34
Raposo, Sheri	Land Administrator	102,264.08	-	102,264.08
Raymond, Neal	Treatment Plant Millwright	79,127.77	521.06	79,648.83
Renaud, Wesley	Financial Planning and Budget Specialist	86,299.75	3,153.75	89,453.50
Robson, Lennie	Public Works Manager	151,816.05	1,318.05	153,134.10
Rodger, Bradley	Meter Technician	94,948.09	4,458.52	99,406.61
Rodger, Kenneth	RCMP Municipal Administration Manager	103,365.33	687.08	104,052.41
Rothenburger, Nicholas	Fire Fighter	89,718.12	-	89,718.12
Ryan, Eric	Journeyman Lineman	118,980.69	405.10	119,385.79
Ryll, Brent	Fire Fighter	126,437.79	904.23	127,342.02
Schmidt, Christopher	Facilities Supervisor	104,523.07	556.31	105,079.38
Scott, David	Fire Fighter	105,429.48	-	105,429.48
Simpson, Derek	Journeyman Lineman	118,933.83	153.67	119,087.50
Singh, Jaspreet	Electrical Utility Technologist	96,539.98	2,197.30	98,737.28
Smith, Brian	Foreman – Maintenance	84,179.48	695.78	84,875.26
Sopow, Trent	Construction Inspector	84,350.19	814.30	85,164.49
Stadnyk, Michael	Equipment Operator V	77,307.34	222.46	77,529.80
Stel, William	Meter Technician	95,725.70	234.20	95,959.90
Stevens, Jason	Foreman PLT	123,673.85	158.33	123,832.18
Stull, Darren	Trades Heavy Duty Mechanic	77,713.30	5,094.95	82,808.25
Sutherland, Michael	Fire Fighter	130,860.82	1,810.21	132,671.03
Swaren, Wesley	Fire Captain	144,300.16	450.00	144,750.16
Tanguay, Audrey	Planning Manager	101,398.27	532.17	101,930.44
Taylor, Chad	Probationary Captain	143,794.66	267.46	144,062.12
Tenveen, Jonathan	Senior Pipelayer - Utilities	81,743.80	1,865.52	83,609.32
Tougas, Trevor	Fire Fighter	92,230.35	3,795.15	96,025.50
Trim, Grant	Trades Technician	80,016.98	705.78	80,722.76
Trousdell, Robert	Deputy Fire Chief	158,347.60	1,342.04	159,689.64

City of Penticton
Schedule of employee remuneration and expense over $75,000
for the year ended December 31, 2021

		Remuneration (**)	Expenses	Total
Trupp, Robert	Assistant Chief	157,929.96	796.08	158,726.04
Turpin, Jason	Foreman - Works	85,039.66	200.06	85,239.72
Van Dyk, Donny	Chief Administrative Officer	236,594.88	4,239.50	240,834.38
Vere, Marc	Building Official Lead	111,586.83	1,519.03	113,105.86
Vikner, Elias	Fire Fighter	93,366.55	-	93,366.55
Wade, Michael	Fire Captain	147,429.60	-	147,429.60
Wagner, Kerry	Recreation Operations Supervisor	88,707.38	914.84	89,622.22
Watkinson, Larry	Fire Chief	188,127.37	2,033.38	190,160.75
Weir, Frederick	Foreman PLT	120,474.49	158.33	120,632.82
Weisser, Colin	Foreman PLT	123,028.57	438.43	123,467.00
Whyte, Todd	Parks Supervisor	100,839.41	2,358.35	103,197.76
Wilkins, Peter	Fire Fighter	102,799.25	428.76	103,228.01
Williamson, Sonny	Compost Operator	78,015.14	5,072.69	83,087.83
Wilson, Shelley	Senior HR Advisor, Talent & Development	89,471.04	-	89,471.04
Wood, Sean	IT Lead/Business Analyst	83,811.91	712.81	84,524.72
York, Daniel	Senior Occupational Health and Safety Advisor	97,323.64	1,427.43	98,751.07
Zazzara, Kevin	Fire Fighter	118,399.34	219.95	118,619.29

**Position at December 31, 2021, or Final Position*

Total for employee remuneration & expense, over $75,000	$15,396,455	$181,215	$15,577,670
Total for employee remuneration & expense, $75,000 and under	$11,220,674	$100,115	$11,320,789
Total	$26,617,129	$281,330	$26,898,459

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City of Penticton
Statement of Severance Agreements
For the year ended December 31, 2021

Statement of Severance Agreements

There were no severance agreements under which payment commenced between the City of Penticton and its non-unionized employees during fiscal year 2021.

Angela Campbell, ACIA, CPA, CMA, H.BComm
Chief Financial Officer/Director of Finance and Administration
City of Penticton

June 14, 2022
Date

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2021

Suppliers who received aggregate payments exceeding $25,000	Total
1006202 BC LTD.	259,341.22
AARDVARK PAVEMENT MARKING SERVICES	213,549.04
ACKLANDS-GRAINGER INC.	106,454.93
ACTIVATE PENTICTON SOCIETY	187,908.00
ADVANCED UTILITY SYSTEMS	87,479.02
ADVANTAGE ASSET TRACKING INC.	52,937.28
AECOM CANADA LTD.	209,057.26
ANDREW SHERET LTD	262,825.33
ASSOCIATED FIRE SAFETY	50,489.91
AUSTIN ENGINEERING	26,315.21
B & L MACHINE SHOP	120,340.03
B.A. ROBINSON CO. LTD.	44,658.45
BACK TO BLACK	62,447.50
BARRY BEECROFT FUEL DISTRIBUTORS	407,496.51
BARTLETT TREE EXPERTS	26,622.75
BC ASSESSMENT AUTHORITY	451,315.93
BC LIBRARIES COOPERATIVE	29,527.54
BC TRANSIT	1,150,318.68
BDO CANADA LLP	55,123.53
BELL CANADA	87,670.98
BETTS ELECTRIC LTD	2,005,216.02
BLACK PRESS GROUP LTD	48,335.10
BOB'S DOOR SERVICE INC	34,411.68
BRENNTAG CANADA INC	49,963.78
BUNZL CLEANING & HYGIENE	26,135.53
BUSINESS IMPROVEMENT SOLUTIONS INC	32,515.11
BYWATER SOLUTIONS	37,900.00
C KAARE YESKE	42,000.00
CANADA POST CORPORATION-OTTAWA	152,145.00
CANSEL SURVEY EQUIPMENT INC.	55,595.82
CARO ANALYTICAL SERVICES	61,438.22
CASCADE RAIDER HOLDINGS LTD	33,143.67
CDW CANADA INC.	345,233.08
CENTRAL INTERIOR TRAFFIC CONTROL LTD.	68,396.93
CENTRALSQUARE CANADA SOFTWARE INC.	91,356.44
CENTRIX CONTROL SOLUTIONS LP	33,538.89
CHANCES BULK UNLOADING LTD.	114,756.15
CHARTER TELECOM INC	87,697.85
CIMA CANADA INC.	238,694.32
CIMCO REFRIDGERATION	789,416.12
CITY ELECTRIC SUPPLY	51,988.63
CITY OF WEST KELOWNA	33,557.28
CLEAR TECH INDUSTRIES INC	144,904.03
COLLIERS PROJECT LEADERS INC.	185,601.61
COMBINED MECHANICAL CONTRACTORS (2019) LTD	152,002.90
COMMERCIAL EMERGENCY EQUIPMENT CO.	927,793.70

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2021

Suppliers who received aggregate payments exceeding $25,000	Total
COMMUNITY ENERGY ASSOCIATION	71,361.15
CONTINENTAL EQUIPMENT LIMITED	197,114.81
COOPER INDUSTRIES (ELECTRICAL) INC.	143,788.57
CORPORATE EXPRESS	43,371.16
CUMMING CONSTRUCTION LTD.	67,545.50
DARKTRACE HOLDINGS LTD.	100,800.00
DAVEY TREE EXPERT CO. OF CANADA LTD.	35,798.66
DAWSON INTERNATIONAL TRUCK CENTRES LTD.	117,316.69
DEZIGNLINE	247,298.02
DIGITAL BOUNDARY GROUP	30,986.10
DOMINION GOVLAW LLP	34,732.78
DOWNTOWN PENTICTON ASSOCIATION	314,603.27
DUDE SOLUTIONS CANADA INC.	82,700.80
E B HORSMAN AND SON	136,849.47
ECONOLITE CANADA INC.	71,711.70
ECORA ENGINEERING & RESOURCE GROUP LTD	117,010.53
ECORA PROPERTIES LIMITED	31,193.00
EECOL ELECTRIC CORP.	105,847.13
ELIZABETH BIGG	119,482.98
EMCO CORPORATION	75,529.49
ENGINEERED AIR	104,720.00
ENVIROSAFE JANITORIAL INC	118,229.56
ESRI CANADA	75,555.20
EVERGREEN BUILDING MAINTENANCE INC.	50,055.90
FLOWSYSTEMS DISTRIBUTION INC.	30,694.49
FORTIS BC	33,161,386.12
FOUNTAIN TIRE (PENTICTON) CO. LTD.	33,451.99
FP TELESET DEPT	26,250.00
FRED SURRIDGE LTD	137,553.03
G&W CANADA CORPORATION	77,078.40
GFL ENVIRONMENTAL INC.	78,307.03
GILCHRIST & COMPANY	80,652.24
GILCHRIST & COMPANY IN TRUST	485,824.51
GLOBAL SPECTRUM FACILITY MANAGEMENT	59,702.35
GRIZZLY EXCAVATING LTD.	3,171,052.74
GUILLEVIN INTERNATIONAL COMPANY	59,645.10
H & M EXCAVATING LTD	1,181,458.01
HALLWOOD MILHAM TECHNOLOGIES	32,753.25
HANDFORD SMIRLE LLP IN TRUST	510,200.55
HARTERRA SPATIAL SOLUTIONS LTD	229,598.26
HATCH	58,173.17
HIGHSTREET SKAHA SHORES (2019) LP	512,866.88
HOFF SECURITIES LTD	91,427.58
HOULE ELECTRIC LIMITED	30,952.31
HUNTER LITIGATION CHAMBERS	38,927.50
IDRS	59,023.90

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2021

Suppliers who received aggregate payments exceeding $25,000	Total
INDUSTRIAL MACHINE INC.	201,293.69
INDUSTRIAL SOFTWARE SOLUTIONS ULC	38,020.80
INNOV8 DIGITAL SOLUTIONS INC.	48,948.33
INSURANCE CORPORATION OF BC	132,323.65
INTER MTN TESTING LTD	25,702.43
INTERIOR ROOFING (2011) LTD.	334,629.96
ION DESIGN INC	32,681.25
ISL ENGINEERING AND LAND SERVICES LTD.	44,414.41
ITRON CANADA INC.	177,749.95
J.J. MACKAY CANADA LIMITED	272,535.09
JAFA SIGNS LTD.	33,050.71
JDP CONTROLS INC	78,645.00
KATYA IRWIN	63,398.69
KELOWNA ROOFING (1984) LTD.	26,197.50
KSB PUMPS INC.	28,575.14
L & J DIAMOND MAINTENANCE	75,153.75
LAND TITLE AND SURVEY AUTHORITY	27,250.00
LEHIGH HANSON MATERIALS LIMITED	100,022.79
LESTER LEZARD	57,000.00
LIDSTONE & COMPANY	27,330.58
LINESTAR UTILITY SUPPLY INC	170,296.21
LOCK WORKS	30,130.49
MANDEVILLE LAND SURVEYING INC	96,077.89
MATRIX VIDEO COMMUNICATIONS CORP.	90,170.14
MEARLS MACHINE WORKS LTD	72,788.06
METERCOR INC	55,545.52
MICROSOFT CANADA INC.	117,720.48
MINISTER OF FINANCE	12,014,958.11
MINUTEMAN PRESS	56,615.85
MJI CONTRACTING INC.	105,240.79
MONERIS	53,977.55
MORNEAU SHEPELL LTD	1,449,585.08
MOTION INDUSTRIES, (CANADA) INC.	50,545.05
MOULD ENGINEERING	480,690.17
MUNICIPAL INSURANCE ASSN OF BC	907,121.43
MUNICIPAL PENSION PLAN	2,483,792.50
NAPA AUTO PARTS	35,773.43
NEDCO - DIV OF REXEL CANADA ELECTRICAL INC.	41,897.71
NETZSCH CANADA, INC .	26,334.56
NORAMCO WIRE AND CABLE COMPANY LTD	25,691.93
NORTHERN FIREPLACE (1997) LTD	29,276.80
NORTHWEST PUBLIC POWER ASSOCIATION	40,727.31
OKANAGAN SIMILKAMEEN REGIONAL HOSPITAL DISTRICT	2,619,013.60
ONESKY COMMUNITY RESOURCES	148,116.01
OPEN STORAGE SOLUTIONS, INC.	143,633.46
ORGANIZED CRIME AGENCY OF BC	41,885.72

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2021

Suppliers who received aggregate payments exceeding $25,000	Total
PACE TECHNOLOGIES (BC) INC.	49,560.00
PENTICTON & DISTRICT SOCIETY FOR	50,900.48
PENTICTON HONDA CENTRE	29,327.19
PENTICTON INDIAN BAND	236,454.17
PENTICTON PUMP SERVICE	31,080.74
PETER A TRUCH	232,292.05
PETERS BROS CONSTRUCTION LTD	612,308.62
PREMIER FENCING INSTALLATIONS INC.	30,823.27
PRO BUILDERS SUPPLY LTD.	51,688.16
PRYSMIAN POWER CABLES AND SYSTEMS CANADA LIMITED	541,837.09
RAM ENVIRONMENTAL RESPONSE LTD.	318,116.00
RE/MAX PENTICTON REALITY	60,000.00
RECEIVER GENERAL FOR CANADA-RCMP	7,174,222.04
RECEIVER GENERAL OF CANADA	1,419,928.43
REGIONAL DISTRICT OKANAGAN SIMILKAMEEN	6,185,589.23
REHRIG PACIFIC COMPANY	31,005.80
RENSHAW CONTRACTING LTD.	25,358.59
RESCUE TOOLS CANADA	30,263.03
REXEL UTILITY	70,583.54
ROCKY MOUNTAIN PHOENIX	45,339.91
ROGERS	108,234.72
ROYAL BANK VISA	27,444.21
S S SICAMOUS MARINE HERITAGE SOCIETY	31,030.60
SHAW BUSINESS SOLUTIONS	34,075.92
SIMSON MAXWELL	35,663.04
SKAHA FORD INC	48,538.68
SOURCE OFFICE FURNITURE & SYSTEMS LTD.	28,452.46
SOUTH OKANAGAN APPRAISALS	25,704.00
SPECTRUM RESOURCE GROUP INC	197,591.90
SPX FLOW US, LLC	81,354.00
STANTEC CONSULTING LTD.	57,264.77
STEWART MCDANNOLD STUART	116,185.57
STINSON ITS INC.	53,234.74
SUMMIT VALVE AND CONTROLS INC.(BC)	90,503.84
SUN CITY EXTERIORS	40,553.60
SUPERIOR PEAT INC	40,543.07
SUPERIOR SEPTIC SERVICES	44,847.43
TELUS- VANCOUVER	63,027.91
TERRACOM SYSTEMS LTD.	90,651.26
THE OKANAGAN NEWSPAPER GROUP	42,696.47
TOTAL POWER LIMITED	33,545.19
TOTAL RESTORATION SERVICES INC	95,299.22
TRADEMARK INDUSTRIES LTD	104,063.53
TRAVEL PENTICTON SOCIETY	995,163.12
TWG COMMUNICATIONS	28,380.80
TWINCON ENTERPRISES LTD.	2,621,385.12

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2021

Suppliers who received aggregate payments exceeding $25,000	Total
UKRAINETZ	34,960.84
UNIFIRST CANADA LTD.	28,793.60
UNIT 4 BUSINESS SOFTWARE CORPORATION	91,622.96
UNITED LIBRARY SERVICES	78,173.25
UPANUP STUDIOS INC.	37,617.83
URBAN MATTERS CCC LTD.	26,250.00
URBAN SYSTEMS LTD - KELOWNA	139,853.74
VALLEY TRAFFIC SYSTEMS	74,674.34
VIMAR EQUIPMENT LTD	279,188.28
WASTE CONNECTIONS OF CANADA INC.	1,345,135.92
WATERHOUSE ENVIRONMENTAL SERVICES CORPORATION	270,957.24
WE CONSULTING	283,981.41
WEST EQUIPMENT RENTALS LTD	28,191.59
WOLSELEY CANADA INC	79,910.12
WORKER'S COMPENSATION BOARD OF BC	839,203.80
WSP CANADA INC.	236,438.00
YOUNG , ANDERSON BARRISTERS & SOLICITORS	42,319.51
Total aggregate amount paid to suppliers of goods and services over $25,000	101,868,114.35
Total paid to suppliers who received aggregate payments of $25,000 or less	4,457,411.18
Total grants exceedng $25,000	365,000.00
Total contributions exceeding $25,000	0
Total of grants and contributions exceeding $25,000	365,000.00
Total	106,690,525.53

City of Penticton
2021 Summary of Mayor, Council and CAO Expenses
for the year ended December 31, 2021

Description	Amount

Bloomfield, Julius

Description	Amount	
In-town networking		
Penticton and Wine Country	$ 125	
Conference - UBCM	$ 475	
Conference - FCM		
Conference - CivicInfo BC	$ 200	
Conference - SILGA		
Total	**$ 800**	$ -

Miller, James

Description	Amount	
In-town networking		
Other	$ 63	
Conference - UBCM	$ -	
Conference - CivicInfo BC	$ -	
Conference - SILGA		
Total	**63**	-

Regehr, Frank

Description	Amount	
In-town networking		
Other		
Penticton and Wine Country	101	
Conference - UBCM	$ 475	
Conference - CivicInfo BC	$ 200	
Conference - SILGA		
Total	**$ 776**	$ -

Robinson, Kathleen

Description	Amount	
In-town networking		
Other		
Conference - UBCM	$ 475	
Conference - CivicInfo BC	$ 200	
Conference - SILGA		
Total	**$ 675**	$ -

Sentes, Judy

Description	Amount	
In-town networking		
SQ JCI Penticton	$ 50	
BCLTA Membership	$ 63	
Conference - UBCM	$ 475	
Conference - CivicInfo BC	$ 200	
Conference - SILGA		
Total	**$ 788**	$ -

Vassilaki, John

Description	Amount	
In-town networking		
Other - Mayor's Challenge		
Penticton and Wine Country	$ 203	
Conference - UBCM	$ 475	
Conference - CivicInfo BC	$ 200	
Meetings with SLT	$ 49	
Total	**927**	-

Watt, Campbell

Description	Amount	
In-town networking		
Other		
Conference - UBCM	$ 475	
Conference - CivicInfo BC	$ 200	
Conference - SILGA		
Total	**675**	-

van Dyk, Donny

Description	Amount	
Community Engagement	$ -	
Memberships	$ 1,217	
Conference - UBCM	$ 475	
Conference - SILGA	$ -	
Conference - CAO Forum	$ -	
Conference - Other	$ -	
Meetings	$ 108	
Training & Development	$ 2,440	
Total	**$ 4,240**	$ -
	$ 8,944	
	$ 4,705	

City of Penticton
2021 Summary of Emergency Overtime
for the year ended December 31, 2021

Description	Amount
Padda, Rumneek	1,245.20
Galos, Ronald	1,441.93
Goodwin, Adam	19,396.61
Sub-total	**22,083.74**
Paid under $1,000	3,536.26
Total Emergency Overtime	**25,620.00**

Council Report

penticton.ca

Date: June 21, 2022 File No: 1610
To: Donny van Dyk, Chief Administrative Officer
From: Courtney Jones, Financial Planning and Budget Specialist

Subject: Loan Authorization Bylaws No. 2022-31, 2022-32, 2022-33

Staff Recommendation

1) THAT Council give first, second and third reading to "Advanced Waste Water Treatment Plant Expansion and Upgrades Loan Authorization Bylaw No. 2022-31", a bylaw to borrow up to $3.1M for a term of 20 years;

   THAT Council give first, second and third reading to "Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32", a bylaw to borrow up to $5.1M t for a term of 20 years;

   THAT Council give first, second and third reading to "Ridgedale Reservoir Expansion and Upgrades Loan Authorization Bylaw 2022-33", a bylaw to borrow up to $4.7M for a term of 20 years;

   THAT any cost overages higher than the project maximum amounts be funded from the Development Cost Charge reserve or fund surplus, as applicable;

   AND THAT the Financial Plan be amended accordingly.

2) THAT Council support the application for grant funding from the Union of BC Municipalities (UCBM) Canada Community-Building Fund Strategic Priorities Fund (SPF) grant, for the purpose of the Penticton Ave Pressure Reducing Valve (PRV) Replacement capital project;

   AND THAT the Financial Plan be amended accordingly, if grant application is successful.

Strategic priority objective

Mission: Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

Asset & Amenity Management: The City of Penticton will ensure the services we provide to our residents and visitors are reliable and cost effective by proactively investing into our natural and built assets.

Background

In the 2022 – 2026 Financial Plan, which was adopted on December 14, 2021, the following capital projects were identified to be funded by external debt financing:

- Advanced Waste Water Treatment Plant (AWWTP) expansion and upgrades
- Penticton Ave Pressure Reducing Valve (PRV) Replacement
- Ridgedale Reservoir Expansion and Upgrades

The projects identified for external borrowing will be funded in combination by the applicable Development Cost Charges (DCC) reserve and debt financing. The beginning steps in obtaining debt financing, from the Municipal Finance Authority (MFA), is to seek Council's approval of the first three readings of the Loan Authorization Bylaws. The MFA Loan Authorization Bylaw Procedure flowchart is detailed in Attachment A.

Twice a year, the MFA issues long-term debentures on behalf of municipalities that have borrowing requirements. Municipalities must pass a security issue resolution and request that the corresponding regional district include the borrowing in its security-issuing bylaw prior to the issue date. The MFA directs all funds through regional districts, in turn the regional districts deal directly with each municipality.

Section 179 of the *Community Charter* provides that after giving first three readings to loan authorization bylaws for long term borrowing (loan terms that exceed five (5) years) for capital, and prior to adoption of the bylaws by Council, statutory approval from the Inspector of Municipalities must be obtained, and approval of the electors, if applicable, must be obtained. The maximum borrowing term allowed is 30 years.

Section 180 of the *Community Charter* provides that electoral approval is required for some loan authorization bylaws, however is some instances electoral approval is not required. Section 7 of the *Municipal Liabilities Regulation* provides that electoral approval is not required if the annual costs of the total liabilities for the year does not exceed 5% of the annual calculation of revenues of the municipality for the previous year. This section also provides for temporary funding under a loan authorization bylaw to secure funding if required between the bi-annual long-term debt issuances.

Section 182 of the *Community Charter* provides that all municipal financing must be undertaken by the applicable regional district under section 410 of the *Local Government Act* through the Municipal Financing Authority (MFA) of British Columbia.

Climate Impact

There is no climate impact relating to the funding mechanism (borrowing) for these approved capital projects.

Analysis

Since the 2022 Capital Plan was originally prepared (and subsequently approved by Council through the Financial Plan Bylaw), there has been a significant shift in the market. Supply chain issues and labour market shortages are just two global factors which are resulting in increased pricing on almost everything. As a result, the estimated cost to complete capital projects has significantly increased, particularly for specialized items. For the Advanced Waste Water Treatment Plant project, the estimated project costs have increased from $5.8M to just over $9M. For the Penticton PRV, the estimated project costs have increased from $2.9M to $5M. And for the Ridgedale Reservoir, the estimated project costs have increased from $4.1M to $4.6M. In

addition to the authorization to borrow, this report also recommends the 2022 Financial Plan be updated accordingly to reflect the revised project costs.

The table below summarizes the revised project costs and funding source. The DCC Sewer Reserve has a balance of $11.1M at the end of 2021, and will fund the $6.0M DCC eligible portion at the time of the project. This reserve will continue to be able to sustain other current funding obligations, of approximately $1.3M per year, which for the most part are offset by anticipated annual DCC charges. The DCC Water Reserve at the end of 2021 was $3.9M, with current annual obligations of $500k. Staff have forecasted the DCC Water Reserve balance based on the 2022-2026 Financial Plan, and are recommending that the full project costs be funded by debt borrowing with annual debt payments being funded proportionately from DCC Water Reserve and water rate payers. Funding this way as opposed to a lump sum contribution will ensure adequate funds are available to meet current and future funding obligations. A project summary and detailed calculations are provided in Attachment B.

	Fund	Total Updated Project Cost	Total Borrowing	DCC Eligible Portion
Advanced Waste Water Treatment Plant	Sewer	$9.0M	$3.1M	$6.0M
Penticton Ave Pressure Reducing Valve	Water	$5.0M	$5.1M	$1.2M
Ridgedale Reservoir	Water	$4.6M	$4.7M	$2.0M
Total		$18.6M	$12.9M	$9.2M

Capital debt projects of this nature are normally funded with a debt term of between 15-25 years. Staff have reviewed the life of the assets and have calculated the estimated annual debt servicing costs and total debt interest costs for a 15, 20, and 25-year term.

When borrowing, the MFA generally funds new issues with a 10-year bond, locking in a fixed interest rate for ten years, then with rates reviewed in 5 year increments thereafter. Loan terms longer than 10 years have a potential lending rate volatility after the 10-year term. Current estimated market rates, as of June 9, 2022 are provided in attachment C and historic MFA issue rates are provided in Attachment D.

The total estimated annual debt servicing costs (both the DCC and non DCC portions) for the maximum loan authorization amount of $12.9M, based on the current MFA rates are:

	15 year term	20 year term	25 year term
Estimated Annual Debt Servicing costs	$1.3M	$1.1M	$932k

Staff are recommending a 20-year debt borrowing term for each of the projects based on historical loan terms, the life of the asset, cost to rate payers and estimated debt servicing costs.

Electoral Approval Exemption (Assent Free Zone)

The City's debt borrowing is in a favorable position, and meets the conditions for the Electoral Approval Exemption otherwise known as the Assent Free Zone. This means that once the Inspector's approval is received, bylaw adoption can proceed without seeking electoral approval. The City's 2021 assent free zone debt servicing capacity is $5.7M, which is based on 2020 calculated revenue, with current debt servicing of

$3.7M, leaving just over $2.0M in annual debt servicing capacity. Staff estimate the available loan principal borrowing capacity is in the range of approximately $23M -$32M, for loan terms between 15-25 years using current interest rates. These three projects would utilize approximately 52% of this capacity based on a 20-year term.

Financial implication

The total overall project cost of these three projects is approximately $18.7M, in which $12.9M will be debt financed, with the remainder being funded through DCC's, detailed calculations are provided in Attachment B. The following table summarizes debt borrowing details based on the recommended 20-year term.

	Estimated Debt Borrowing	Estimated Annual Debt payments	Estimated Loan Term Interest Costs	Debt Repayment Funding Source
Advanced Waste Water Treatment Plant	$3,100,000	$254,656	$2,666,000	Sewer user rates and DCC Sewer reserve
Penticton Ave Pressure Reducing Valve	$5,100,000	$418,950	$4,386,000	Water user rates and DCC water reserve
Ridgedale Reservoir	$4,700,0000	$386,092	$4,042,000	Water user rates and DCC water reserve
Total	**$12,900,000**	**$1,059,698**	**$11,094,000**	

The Water and Sewer user rates were increased, in 2021 and 2022, in anticipation of these debt projects. The overall anticipated borrowing projection in the 2022-2026 Financial Plan are similar to the borrowing amounts for these projects, however interest rates have increased since that time and slight increases to user rates are anticipated, depending on the term length and applied interest rate. Using a simple calculation of the annual debt payments divided by the total users, based on a 20-year loan term, the anticipated average monthly rate increase for sewer rate users is $0.59 and water is $2.57, which will be reviewed as part of the 2023 annual rate review, further details can be found in Attachment E.

The UCBM Canada Community-Building Fund Strategic Priorities Fund (SPF) grant has announced an investment of $100M for local government capital and capacity building projects in BC outside of the Metro Vancouver region. Eligible investment categories include water and wastewater, solid waste, sport and recreation, culture and tourism, community energy systems, roads and active transportation, public transit, disaster mitigation, fire hall infrastructure as well as planning projects such as asset management and long-term infrastructure planning, for funding up to 100% to a maximum contribution of $6.0M. The application limit for municipalities is one capital infrastructure, and one capacity building application, with the deadline to apply of June 30, 2022. Staff's recommendation, based on the application requirements, is to apply for funding for the Penticton Ave Pressure Reducing Valve (PRV) Replacement. If the application is successful, the project debt would be adjusted to reflect this funding. More information on the grant can be found at: https://www.ubcm.ca/funding-programs/canada-community-building-fund/strategic-priorities-fund.

Alternate recommendations

THAT Council provide alternate direction to staff.

Attachments

Attachment A – MFA Loan Authorization Bylaw Procedures

Attachment B – Project Details and Funding Analysis

Attachment C – MFA Current Market Rates

Attachment D – MFA Historic Debt Issue Rates

Attachment E – User Rate Comparisons

Attachment F – Advanced Waste Water Treatment Plant Expansion and Upgrades Loan Authorization Bylaw No. 2022-31

Attachment G – Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32

Attachment H – Ridgedale Reservoir Expansion and Upgrades Loan Authorization Bylaw No. 2022-33

Respectfully submitted,

Courtney Jones

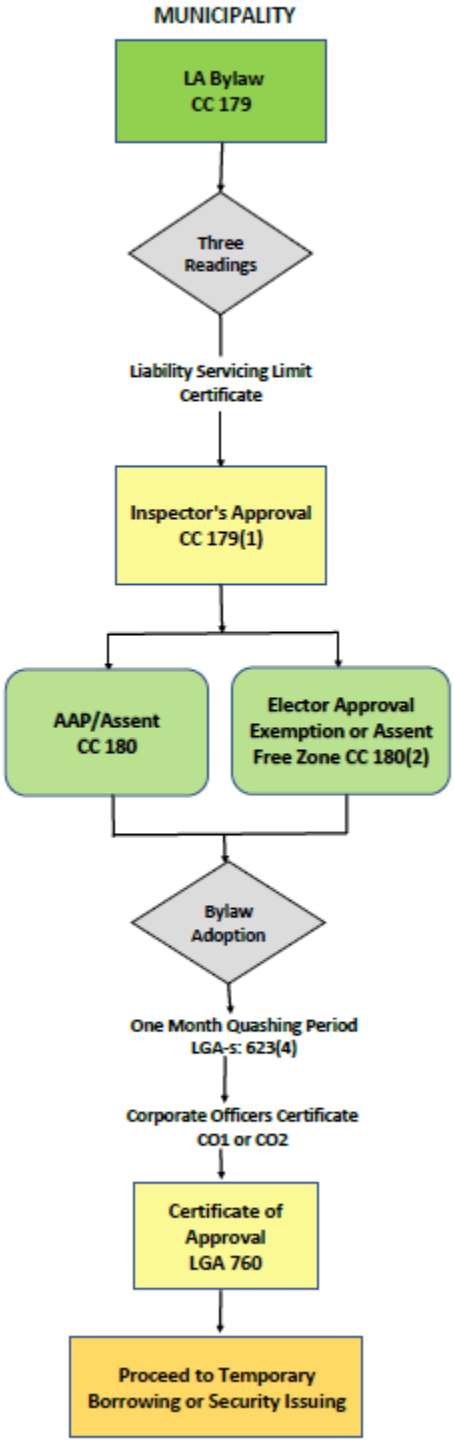
Courtney Jones
Financial Planning and Budget Specialist

Concurrence

Director, Finance and Administration	General Manager, Infrastructure	A / Chief Administrative Officer
AMC	*KD*	*AH*

Attachment A – MFA Loan Authorization Bylaw Procedures

Loan Authorization Bylaw Procedures



Attachment B - Project Details and Funding Analysis

Advanced Waste Water Treatment Plant (AWWTP) expansion and upgrades

The project is to increase capacity by adding a new third secondary clarifier, which would allow maintenance to be performed while two clarifiers are operating – a critical process that separates solids from liquids. Secondly, a bio solids bin room needs to be upgraded to address capacity and maintenance issues. This will involve expanding the building where the bio solids are produced to simplify the processes, resulting in lower operating costs, less maintenance, and increased safety for workers. Thirdly, larger nitrified mixed liquor recycle pumps are needed, which are critical pumps that remove nitrogen from wastewater.

Since the adoption of the financial plan, the City's consultant AECOM has completed the pre-design for the above noted works. Due to global supply chain issues, and rapidly escalating construction costs, the updated estimated project costs have increased significantly, as shown below.

In the 2022-2026 Financial Plan, the budgeted project cost was $5,846,000, and total updated estimated costs of this project is $9,018,000, with the below noted DCC benefit allocations, less the current municipal assist factor of 15% (to be updated to new DCC Bylaw once approved), being funded directly from DCC sewer reserve. The balance of the project costs, estimated at $3.1M, will be funded by debt financing. The estimated project costs includes a 25% contingency.

	Amount Approved in 2022-2026 Financial Plan	Current estimated project costs	DCC Benefit Allocation
Third Secondary Clarifier	$4,320,000	$5,620,000	90%
NMLR Pump capacity upgrade	$473,000	$625,000	100%
New Cake Bin room	$1,053,000	$2,773,000	50%
Total	$5,846,000	$9,018,000	

The following chart shows the annual debt payments and total debt financing costs for term option of 15, 20, and 25 years, based on $3.1M of borrowing and the current MFA estimated market rates. The annual debt payments will be funded through sanitary sewer user rates.

	Market Rate	Annual Debt Payments (principal & interest)	Estimated Total Debt Interest
15 year	4.24%	$304,316	$1,971,600
20 year	4.30%	$254,656	$2,666,000
25 year	4.30%	$224,055	$3,332,500

Penticton Ave Pressure Reducing Valve (PRV) Replacement

This project is to replace a current outdated asbestos pressure reducing valve building and relocate the new building to a new location and to expand capacity of the lines.

In the 2022-2026 Financial Plan, the budgeted project costs were $2,912,000, the updated total estimated costs of this project is $5.0M, which will be fully debt financed and the debt payments to be funded through

water user rates, which were incorporated into the user rates over the last 2 years in anticipation of the upcoming borrowing, and DCC water reserves. The estimated project costs includes a 35% contingency.

The following chart shows the annual debt payments and total debt financing costs for term option of 15, 20, and 25 years, based on $5.1M of borrowing and the current MFA estimated market rates.

	Market Rate	Annual Debt Payments (principal & interest)	Estimated Total Debt Interest
15 year	4.24%	$500,649	$3,243,600
20 year	4.30%	$418,950	$4,386,000
25 year	4.30%	$368,607	$5,482,500

Ridgedale Reservoir Expansion and Upgrades

This project will see the construction of a new 2,900 cubic metre concrete water storage reservoir adjacent to the existing Ridgedale Reservoir, complete with associated mechanical and control equipment. Growth in the upper Eastern Hillsides of the City is driving increased demand for adequate balancing, emergency and fire storage in our water system.

In the 2022-2026 Financial Plan, the budgeted project costs were $4,161,000. The updated total estimated costs of this project is $4,634,000, which will be fully debt financed and the debt payments to be funded through water user rates, which were incorporated into the user rates over the last 2 years in anticipation of the upcoming borrowing, and DCC water reserves. The estimated project costs includes a 25% contingency.

The following chart shows the annual debt payments and total debt financing costs for term option of 15, 20, and 25 years, based on $4.7M of borrowing and the current MFA estimated market rates.

	Market Rate	Annual Debt Payments (principal & interest)	Estimated Total Debt Interest
15 year	4.24%	$461,382	$2,989,200
20 year	4.30%	$386,092	$4,042,000
25 year	4.30%	$339,697	$5,052,500

The following table provides a detailed financial summary for each of the projects:

Project Description	Fund	Total Estimate Project	DCC Eligible Funding	Debt Financing (User rates)	Debt Financing Maximum	Estimated Annual Debt Payments (principal & interest)			Estimated Total Debt Interest Cost		
						15-year	20-year	25-year	15-year	20-year	25-year
Advanced Waste Water Treatment Plant	Sanitary Sewer	9,018,000	6,009,075	3,008,925	3,100,000	304,316	254,656	224,055	1,971,600	2,666,000	3,332,500
Penticton Ave Pressure Reducing Valve	Water	5,000,000	1,190,000	3,810,000	5,100,000	500,649	418,950	368,607	3,243,600	4,386,000	5,482,500
Ridgedale Reservoir Upgrades	Water	4,634,000	1,969,450	2,664,550	4,700,000	461,382	386,092	339,697	2,989,200	4,042,000	5,052,500
		18,652,000	9,168,525	9,483,475	12,900,000	1,266,347	1,059,698	932,359	8,204,400	11,094,000	13,867,500

Attachment C – MFA Current Market Rates – as of June 9, 2022

INDICATIVE LENDING RATES

5 years*	**3.65%**
10 years**	**4.03%**
15 years	*4.24%*
20 years	*4.30%*
25 years	*4.30%*
30 years	*4.30%*

Attachment D – MFA Historic Debt Issue rates

Year		Issue #	5 yr	10 yr	15 yr	20 yr	25 yr	30 yr
2022	Spring	157	**3.07%**	**3.36%**	**3.64%**	**3.71%**	**3.71%**	**3.71%**
2021	Fall	156	**1.25%**	**1.98%**	**1.98%**	**2.58%**	2.58%	2.58%
2021	Summer	154	**1.47%**	**2.41%**	2.88%	3.09%	3.09%	3.09%
2021	Spring	153	**1.53%**	**2.41%**	2.73%	2.99%	2.99%	2.99%
2020	Fall	152	**0.91%**	**0.91%**	0.91%	0.91%	0.91%	0.91%
2020	Summer	151	**1.28%**	**1.28%**	1.28%	1.28%	1.28%	1.28%
2020	Spring	150	**1.99%**	**1.99%**	1.99%	1.99%	1.99%	1.99%
2019	Fall	149	**1.970%**	**2.240%**	2.240%	2.240%	2.240%	2.240%
2019	Spring	147	**2.310%**	**2.660%**	2.660%	2.660%	2.660%	2.660%

Attachment E – User Rate Comparisons

Using a simple calculation of the annual debt payments divided by the total users, the following tables shows the anticipated average monthly rate user increase to be incorporated into the user rates.

	Sewer	Sewer	Sewer	Water	Water	Water
	15 year	20 year	25 Year	15 year	20 year	25 Year
Users	**8,887**	**8,887**	**8,887**	**9,248**	**9,248**	**9,248**
Annual User Rate Portion	**$34.24**	**$28.65**	**$25.21**	**$81.25**	**$69.97**	**$62.92**
Incorporated into 2021 & 2022 user rates	**$21.57**	**$21.57**	**$21.57**	**$39.16**	**$39.16**	**$39.16**
Annual User Rate Balance remaining	**$12.67**	**$7.09**	**$3.64**	**$42.09**	**$30.80**	**$23.76**
Monthly user rate increase	**$1.06**	**$0.59**	**$0.30**	**$3.51**	**$2.57**	**$1.98**
Approximate % increase	**1.4%**	**0.8%**	**0.4%**	**4.0%**	**2.9%**	**2.3%**

The Corporation of the City of Penticton

Bylaw No. 2022-31

A Bylaw to authorize the borrowing of the estimated cost of designing, expanding, and constructing upgrades at the Advanced Waste Water Treatment Plant.

WHEREAS it is deemed desirable and expedient to expand capacity and upgrade the Advanced Waste Water Treatment Plant;

AND WHEREAS the estimated cost of up to three million and one hundred thousand dollars ($3,100,000) is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the Council of the City of Penticton in open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out Advanced Waste Water Treatment Plant expansion and upgrades generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

   a) To borrow upon the credit of the Municipality a sum not exceeding three million and one hundred thousand dollars ($3,100,000).

   b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with Advanced Waste Water Treatment Plant expansion and upgrades.

2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.

3. This bylaw may be cited as "Advanced Waste Water Treatment Plant Expansion and Upgrades Loan Authorization Bylaw No. 2022-31".

READ A FIRST time this	day of	, 2022
READ A SECOND time this	day of	, 2022
READ A THIRD time this	day of	, 2022
RECEIVED the approval of the Inspector of Municipalities this	day of	, 2022
ADOPTED this	day of	, 2022

Approval of the electors for the Loan Authorization Bylaw is not required under section 180 of the *Community Charter* as the liability is within the approval-free liability zone determined in accordance with section 7 of the *Municipal Liabilities Regulation* (BC Reg. 254/2004).

Certified a true copy of Bylaw No. 2022-31 as adopted.

_____
Corporate Officer

_____
John Vassilaki, Mayor

_____
Angie Collison, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2022-32

A Bylaw to authorize the borrowing of the estimated cost of designing, expanding, and constructing upgrades to the Penticton Ave Pressure Reducing Valve.

WHEREAS it is deemed desirable and expedient to expand capacity and upgrade the Penticton Ave Pressure Reducing Valve (PRV);

AND WHEREAS the estimated cost of up to five million and one hundred thousand dollars ($5,100,000) is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the Council of the City of Penticton in open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out Penticton Ave Pressure Reducing Valve (PRV) Replacement upgrades generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

   a) To borrow upon the credit of the Municipality a sum not exceeding five million and one hundred thousand dollars ($5,100,000).

   b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with Penticton Ave Pressure Reducing Valve (PRV) Replacement and upgrades.

2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.

3. This bylaw may be cited as "Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32".

READ A FIRST time this	day of	, 2022
READ A SECOND time this	day of	, 2022
READ A THIRD time this	day of	, 2022
RECEIVED the approval of the Inspector of Municipalities this	day of	, 2022
ADOPTED this	day of	, 2022

Approval of the electors for the Loan Authorization Bylaw is not required under section 180 of the *Community Charter* as the liability is within the approval-free liability zone determined in accordance with section 7 of the *Municipal Liabilities Regulation* (BC Reg. 254/2004).

Certified a true copy of Bylaw No. 2022-32 as adopted.

_____
Corporate Officer

_____
John Vassilaki, Mayor

_____
Angie Collison, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2022-33

A Bylaw to authorize the borrowing of the estimated cost of designing, expanding, and constructing upgrades for the Ridgedale Reservoir.

WHEREAS it is deemed desirable and expedient to expand capacity and upgrade the Ridgedale Reservoir;

AND WHEREAS the estimated cost of up to four million and seven hundred thousand dollars ($4,700,000) is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the Council of the City of Penticton in open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out Ridgedale Reservoir expansion and upgrades generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

   a) To borrow upon the credit of the Municipality a sum not exceeding four million and seven hundred thousand dollars ($4,700,000).

   b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with Ridgedale Reservoir expansion and upgrades.

2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.

3. This bylaw may be cited as "Ridgedale Reservoir Expansion and Upgrades Loan Authorization Bylaw No. 2022-33".

READ A FIRST time this	day of	, 2022
READ A SECOND time this	day of	, 2022
READ A THIRD time this	day of	, 2022
RECEIVED the approval of the Inspector of Municipalities this	day of	, 2022
ADOPTED this	day of	, 2022

Approval of the electors for the Loan Authorization Bylaw is not required under section 180 of the *Community Charter* as the liability is within the approval-free liability zone determined in accordance with section 7 of the *Municipal Liabilities Regulation* (BC Reg. 254/2004).

John Vassilaki, Mayor

Angie Collison, Corporate Officer

Certified a true copy of Bylaw No. 2022-33 as adopted.

_____
Corporate Officer

Council Report

penticton.ca

Date: June 21, 2022 File No: 1610
To: Donny van Dyk, Chief Administrative Officer
From: Courtney Jones, Financial Planning and Budget Specialist

Subject: 2022 Interfund Borrowing

Staff Recommendation

THAT Council approve borrowing up to $4,700,000, from the Electric Surplus Reserve to the General Capital Fund, for the purpose of constructing the Bike Network Plan, with repayments to be funded by the Gaming Reserve in equal annual payments for a term of 10 years;

THAT Council approve borrowing up to $2,200,000, from the Electric Surplus Reserve to the General Capital Fund, for the purpose of constructing the Point Intersection Kinney & South Main, with repayments to be funded by the Asset Sustainability Reserve in equal annual payments for a term of 10 years;

THAT Council approve borrowing up to $500,000, from the Electric Surplus Reserve to the General Capital Fund, for the purpose of constructing the Fire Hall 2 – 2 bay garage, with repayments to be funded by the Gaming Reserve in equal annual payments for a term of 10 years;

AND THAT the Financial Plan be amended accordingly.

Strategic priority objective

Mission: Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

Asset & Amenity Management: The City of Penticton will ensure the services we provide to our residents and visitors are reliable and cost effective by proactively investing into our natural and built assets.

Background

In the 2022 – 2026 Financial Plan, which was adopted on December 14, 2021, the following capital projects were approved by Council and identified to be funded by interfund borrowing:

- Bike Network Plan
- Point Intersection Kinney Ave & South Main Street
- Fire Hall 2 – 2 bay garage

Section 189 of the *Community Charter* provides that municipalities may use one reserve fund for purposes of a second reserve, as long as it is repaid prior to the funds being required for the intended use and an amount equivalent to the interest that would have been earned on the amount used is included in the repayment, if applicable.

Electoral approval is not required for interfund borrowing, however the proposed interfund borrowing must be included in the financial plan, which receives public consultation. For long-term borrowing, if there is a possibility the lending reserve will require the funds before the repayment term, the local government may wish to approve a loan authorization bylaw, which may be exercised if needed. However, the loan authorization bylaw may lapse in five years. Staff determine the likelihood that the Electric Reserve fund would require these funds in advance of the loan term to be unlikely.

Climate Impact

There is no climate impact relating to the funding mechanism (internal borrowing) for these already approved capital projects.

Analysis

Interfund Projects

The projects identified for interfund borrowing will be funded by a combination of the applicable Development Cost Charges (DCC) Reserves, Electric funds and interfund borrowing from the Electric fund.

The Electric Surplus balance, at the end of December 2021, was $24M. This reserve is carrying a balance that is higher than the optimum balance suggested in the City's Reserve Policy, which allows the opportunity for interfund borrowing, and ability to save on the interest that would be incurred on external borrowing.

The bike network plan is section 2 of the lake-to-lake all ages and abilities bike lane (as well as road and pedestrian improvements). There is no change to this project cost relative to the approved 2022 Financial Plan. Similarly, for Fire Hall 2, no changes to the project cost are anticipated relative to the approved 2022 Financial Plan. For Point Intersection, the estimated project costs have been increased from $3.7M to $4.1M, to reflect the higher tender prices that the City has received on other similar types of projects.

The table below summarizes the projects:

	Total Updated Project Costs	Interfund Borrowing	Other Funding (DCC & Electric)
Bike Network Plan	$4.7M	$4.7M	$0
Point Intersection Kinney & South Main	$4.1M	$2.2M	$2.2M
Fire Hall 2 – 2 bay garage	$500k	$500k	$0
Total	**$9.3M**	**$7.4M**	**$2.2M**

Interfund borrowing is normally paid back over a shorter time frame than external borrowing. The table below shows the debt repayment amounts for a 5-year, 10-year, and a 15-year term.

	5 years	10 years	15 years
Bike Network Plan	$940k	$470k	$313k
Point Intersection Kinney & South Main	$440k	$220k	$147k
Fire Hall 2 – 2 bay garage	$100k	$50k	$33k
Total	**$1.48M**	**$740k**	**$493k**

An advantage of interfund borrowing from the Electrical reserve is that the City does not need to charge itself interest, compared to using external sources. For these projects, the following table shows the interest that would have otherwise been paid (based on current rates) if external financing had been used.

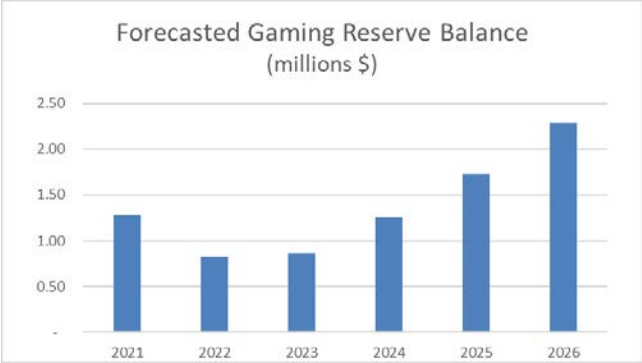
	5 years	10 years	15 years
Municipal Finance Authority (MFA) market rates	3.65%	4.03%	4.24%
Debt financing (interest) costs	$1.35M	$3.0M	$4.7M

Other advantages, are the flexibility for Council to adjust the repayments should a significant event occur, in addition, interfund borrowing does not affect the debt servicing liability limit.

Repayment Funding

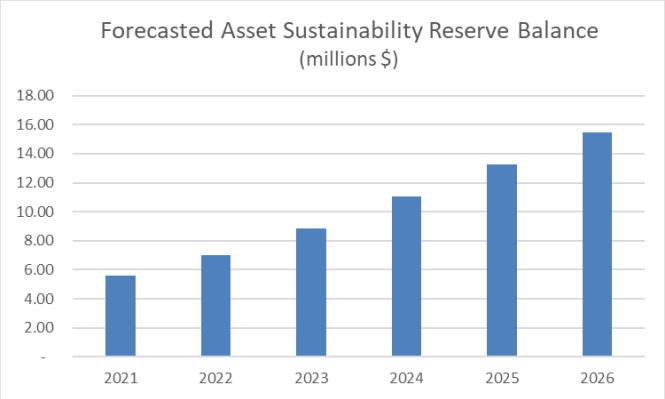
The purpose of the Gaming Reserve is to support Council strategic priorities and initiatives and is funded by transfers of gaming revenues received from the Casino. This Reserve will fund the Bike Network Plan and the Fire Hall 2 – 2 bay garage annual repayments.

The Gaming Reserve balance, at the end of December 2021, was $1.3M. Prior to COVID-19, casino revenues were budgeted at $2M annually. Revenues were $837k in 2021, are currently forecasted to be $1.17M in 2022, and were projected to return gradually to pre-COVID levels by 2024. However, Q1 receipt of Casino revenues in 2022 were higher than anticipated which may lead to an increase from initial forecasts. The Gaming Reserve funds approximately $210k of current debt payments, which gradually reduces annually and will be completed in 2026. The following table shows the forecasted Gaming Reserve balance over the next 5 years, including the proposed annual borrowing repayments (allocated over 10 years):



The Asset Sustainability Reserve provides funding solely for replacement or significant repair that would increase estimated useful life of existing capital assets. This reserve is funded by annual budgeted transfers and a portion of annual General Surplus, as per the Year End Surplus Policy. This Reserve will fund the Point Intersection Kinney & South Main annual repayments.

The Asset Sustainability Reserve balance, at the end of December 2021, was $5.6M. The 2022 budgeted transfer to this reserve is $1.8M and currently funds approximately $312k in annul debt payments, ending in 2023. The forecasted Asset Sustainability Reserve balance, including the proposed annual borrowing repayments over 10 years, is presented in the following table. This forecast does not include future capital projects included in the 2022-2026 Financial Plan where the funding has not yet been identified but may subsequently be funded from this Reserve.



Financial implication

Repayment terms of 10 years are proposed by staff based on project cost, current and forecasted reserve balances, in conjunction with ensuring adequate funding for current annual debt payments, as well as future General Capital Fund debt funded projects.

The overall total estimated interfund borrowing from the Electric surplus fund is $7.4M. The following table summarizes the details of the borrowing for each project.

	Total Project Costs	Interfund Borrowing	Annual repayment	Repayment term	Annual Repayment funding source
Bike Network Plan	$4.7M	$4.7M	$470k	10 years	Gaming reserve
Point Intersection Kinney & South Main	$4.1M	$2.2M	$220k	10 years	Asset Sustainability reserve
Fire Hall 2 – 2 bay garage	$500k	$500k	$50k	10 years	Gaming reserve
Total	**$9.3M**	**$7.4M**	**$740k**		

The overall savings realized by interfund borrowing in lieu of external debt borrowing financing costs is approximately $3.0M, based on a 10-year term.

Alternate recommendations

THAT Council provide alternate direction to staff.

Attachments

Attachment A –Project Details and Funding Analysis

Respectfully submitted,

Courtney Jones

Courtney Jones
Financial Planning and Budget Specialist

Concurrence

Director, Finance and Administration	General Manager, Infrastructure	General Manager, Community Services	Acting Chief Administrative Officer
AMC	KD	AH	AH

Attachment A - Project Details and Funding Analysis

Bike Network Plan

To support our transportation and climate change goals, the 2022 Financial Plan includes plans to construct section 2 of the Lake to Lake Bike route. Section 2 includes a new divided bike lane along Duncan Avenue, Atkinson Avenue, and Kinney Avenue, which will connect existing painted bike lanes on South Main Street with the new route, of which sections three and four were completed in 2021. This initiative will support a healthy community with car-alternative transportation options for all residents and visitors. Note that plans for construction of the final extension of the protected bike lanes on South Main Street (section one), which would complete the connection to Skaha Lake, are still in the works.

The approved 2022-2026 Financial Plan included project costs of $4.7M, to be funded solely by interfund borrowing. The project has been tendered, construction has commenced, and the amount budgeted is sufficient to complete the project. The savings realized by interfund borrowing in lieu of external debt borrowing debt financing costs is approximately $1.9M based on a 10-year loan term and MFA current market rates.

The annual payments will be funded through Gaming Reserve, which were incorporated into future years in the 2022-2026 Financial Plan.

The following chart shows the annual payments for term options of 5, 10, and 15 years.

	Annual Repayments
5 years	$940,000
10 years	$470,000
15 years	$313,333

Point Intersection Kinney Ave & South Main Street

This project involves the upgrade of Galt Avenue complete with new intersections at South Main Street and Skaha Lake Road in order to remove the traffic bottleneck on the short section of Kinney Avenue which will be closed to traffic. Design is currently in progress and this project will integrate with the Lake-to-Lake bike route that will utilize Kinney Avenue.

The approved 2022-2026 Financial Plan included project costs of $3.65M, including $1.2M in electrical funding, with the total updated estimated costs of this project of $4.1M, at 37.2% less the current municipal assist factor of 5% (will be updated to new DCC Bylaw once approved), to be funded directly from DCC Roads Reserve. The balance of the project costs, estimated at $2.2M, will be funded by interfund borrowing. The annual payments will be funded through Asset Sustainability Reserve, which were incorporated into the future years in the Financial Plan. The estimated project costs include a 10% contingency. The savings realized by interfund borrowing in lieu of external debt borrowing debt financing costs is approximately $887k based on a 10-year loan term.

The following chart shows the annual payments for term options of 5, 10, and 15 years.

	Annual Repayments
5 years	$440,000
10 years	$220,000
15 years	$146,667

Fire Hall 2 – 2 bay garage

The Penticton Fire Department requires a new two-bay building at Fire Hall 202 for fire truck storage. This new building will have capacity for four firefighting apparatus.

The approved 2022-2026 Financial Plan included project costs of $500k. At this time the project still in the infinite stages, if costs are substantially more than budget, staff will bring back an updated report to council. The annual payments will be funded through Gaming Reserve, which were incorporated into the future years in the Financial Plan. The savings realized by interfund borrowing in lieu of external debt borrowing debt financing costs is approximately $202k based on a 10-year loan term.

The following chart shows the annual payments for term options of 5, 10, and 15 years.

	Annual Repayments
5 year	$100,000
10 year	$50,000
15 year	$33,333

Council Report

penticton.ca

Date: June 21, 2022 File No: 0550-02
To: Donny van Dyk, Chief Administrative Officer
From: Brittany Seibert, Emergency Program Coordinator

Subject: **2022 Extreme Heat Risk Mapping, Assessment, and Planning Grant**

Staff Recommendation

THAT Council support the application for grant funding up to $30,000 from the Union of British Columbia Municipalities (UBCM) under the Community Emergency Preparedness Fund (CEPF), which will provide funding for emergency planning pertaining to Extreme Heat Emergencies.

Strategic priority objective

Community Safety: The City of Penticton will support a safe, secure and healthy community.

Background

Extreme heat is a significant threat to communities across British Columbia, including the City of Penticton ('the City'). As the climate changes it poses a growing risk to health and wellbeing to all community residents, disruption to natural systems, and potential economic losses and infrastructure damages. The 2021 Extreme Heat Event, known as the "Heat Dome", saw hundreds of deaths across BC directly related to the extreme temperatures and contributed to environment conditions that lead to the Lytton wildfire disaster.

It is important for the City to understand its risk associated to extreme heat, and understand how best to prepare, adapt, and mitigate these risks. The City's emergency management program is adopting a new Extreme Weather: Heat, Cold and Smoke Emergency Response Plan (currently in draft under review). Application for funding through CERF will allow for a more in depth analysis of the City's risk through subject matter experts, and engagement with key stakeholders – such as non-profit organizations working with vulnerable populations.

Financial implication

The grant funding can contribute 100% of the cost of eligible activities to a maximum of $30,000. Eligible expenditures include the completion of an Extreme Heat Risk Assessment, completion of Extreme Heat Risk Map(s), Extreme Heat Planning, and identification of community values through engagement.

This can be done through the procurement of consultant(s), public information engagements, and honoraria for equity-denied populations or service organizations, or cultural leaders.

Climate Impact

The City of Penticton is dedicated to the reduction of greenhouse gas emissions and energy use under the Community Climate Action Plan. Identification of Extreme Heat Risks will further aid in informational gathering to support integration of Extreme Heat Disaster Risk Reduction and Climate Adaption Planning. An example of this could be the identification of increasing the use of green space to decrease City temperatures, therefore reducing energy consumption by HVAC cooling systems.

Attachments

Attachment A – Community Emergency Preparedness Fund: Extreme Heat Risk Mapping, Assessment, and Planning Application Guide

https://www.ubcm.ca/sites/default/files/2022-05/lgps-cepf-2022-Extreme-Heat-Program-Guide-05-26-2022.pdf

Respectfully submitted,

Brittany Seibert

Emergency Program Coordinator

Concurrence

Assistant Chief	Director of Finance and Administration	A / Chief Administrative Officer
R. Trapp	AMC	AH

Community Emergency Preparedness Fund

Extreme Heat Risk Mapping, Assessment, and Planning

2022 Program & Application Guide

1. Introduction

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resilience of local governments, First Nations, and communities in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities (UBCM).

As of May 2022, the funding streams include:

- Disaster risk reduction-climate adaptation: non-structural and small-scale projects
- Disaster risk reduction-climate adaptation: risk mapping, assessment, and planning
- Emergency operations centres and training
- Emergency support services
- Extreme heat risk mapping, assessment, and planning
- Indigenous cultural safety and cultural humility training
- Public notification and evacuation route planning
- Volunteer and composite fire departments equipment and training

Background

Extreme heat is a significant threat to communities across British Columbia. As the climate changes it is posing a growing risk to the health and wellbeing of community members, disrupting natural systems, and could lead to serious economic losses and infrastructure damages. It is important for communities to understand the risks associated with extreme heat, and how to prepare, adapt, and mitigate these risks.

The 2019 *Preliminary Strategic Climate Risk Assessment for British Columbia* identified a heat wave as one of the greatest risks to the province with the highest consequences related to public health and social functioning with lesser, but still substantial, impacts to wildlife and aquatic ecosystems, and agricultural productivity. In Canada, extreme heat events are the leading cause of weather-related deaths.

In June and July 2021 temperatures spiked to record high levels across BC, most notably from June 25 to July 1 when extended high temperatures created a heat dome phenomenon. During this period, the Village of Lytton experienced the highest temperatures in Canadian history three days in a row, creating circumstances that contributed to a devastating wildfire which destroyed the village and many structures of the Lytton First Nation. The BC Emergency Health Services identified 22 times as many heat-related emergency calls compared to the same timeframe in 2020. The BC Centre for Disease Control determined that BC suffered 740 heat-attributable deaths, producing mortality rates more than three times greater than average.

The majority of these deaths were suffered by the elderly and people living with disabilities, especially those in private residences and without strong social support structures. Beyond the health-related

consequences, agriculture, aquaculture, livestock, and infrastructure in BC were all negatively impacted by the heat dome.

An event like this, estimated to occur only once every 1000 years, on average, in today's climate would occur every 5 to 10 years, on average, in a future climate. This scenario (2°C of warming globally, from a pre-industrial baseline, or 1.2°C of warming globally from today) will be reached under even very ambitious greenhouse gas emissions targets and could be reached as early as the 2040s if global greenhouse gas emissions levels remain consistent with current levels.

Extreme Heat Risk Mapping, Assessment, and Planning Funding Stream

The intent of this funding stream is to support eligible applicants to ensure they have accurate knowledge of the risks associated with extreme heat and how these risks will change over time, and to develop effective response plans and strategies to prepare, mitigate, and adapt to those risks.

One or more of the following components may be developed through this funding stream:

Extreme Heat Risk Mapping

Mapping extreme heat, populations disproportionately at risk, and adaptative responses allows a community to determine its vulnerabilities to extreme heat more accurately now and into the 2080s. This information may then be used in a risk assessment and/or planning activities. Eligible activities include risk and vulnerability mapping (e.g., heat islands and/or populations, structures, or assets at risk).

Risk Assessments

Risk assessments identify the social, economic, and environmental impacts of extreme heat events, and the potential slow onset risks heat may have on the community, including identifying urban heat islands, community and infrastructure vulnerabilities, and risk tolerance or "risk threshold."

Planning

Extreme Heat Response Plans

Extreme heat response plans build off the learnings from extreme heat mapping, risk assessments, community engagements, and other available data and translate this information into frameworks for action. Plans may include special considerations for heat-sensitive populations and targeted response actions to mitigate impacts. Developing an extreme heat response plan also offers an opportunity for communities to identify the co-benefits that can be synergistically achieved through heat response, such as improving air quality, enhancing health and wellbeing, improving mobility and connectivity, or reducing greenhouse gas emissions.

Extreme Heat Disaster Risk Reduction - Climate Adaptation Planning

Extreme heat disaster risk reduction and climate adaptation planning can help communities develop approaches to reduce the risks associated from extreme heat in the short and long-term. This is achieved through a series of comprehensive, complementary, and sustainable approaches that are either integrated into existing systems (e.g., policies, procedures) or are standalone plans.

If you would like one-on-one support for integrating climate change into risk assessments and/or disaster risk reduction - climate adaptation planning, please contact the Canadian Centre for Climate Services Support Desk at 1-833-517-0376 or online at climate-change.canada.ca/support-desk/Inquiry.

Approved applicants will be provided with a climate risk worksheet to help guide integrating climate change into decision making. Additional educational resources will also be made available.

2. Eligible Applicants

All local governments (municipalities and regional districts) and all First Nations (bands and Treaty First Nations) in BC are eligible to apply.

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application.

3. Grant Maximum

The Extreme Heat Risk Mapping, Assessment and Planning funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of $30,000.00.

In order to ensure transparency and accountability in the expenditure of public funds, all other contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the funding. This includes any other grant funding and any revenue that is generated from activities that are funded by the Community Emergency Preparedness Fund.

4. Eligible Projects

To qualify for funding, projects must be:

- A new project (retroactive funding is not available), or a subsequent phase of an existing extreme heat risk reduction-related project.
- Capable of completion by the applicant within one year from the date of grant approval.
- Able to show that extreme heat risk assessments and disaster risk reduction-climate adaptation planning will consider climate change. This must include using emissions scenarios RCP 8.5 or SSP5_8.5 for return periods and extreme events with long return periods, and using scenarios until the end of the century (2080s). Examples of climate information sources:
    - ClimateData.ca
    - Pacific Climate Impacts Consortium Climate Explorer
    - Climate Atlas of Canada

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 7 of this guide. Each partnering applicant is required to submit a resolution or that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

5. Requirements for Funding

As part of the approval agreement, approved projects must agree to the following requirements for funding:

- Approved applicants are required to grant the Province of British Columbia free and clear access and distribution rights, specifically a perpetual, royalty-free, non-exclusive, worldwide license to use, reproduce, modify, and distribute, any and all of the spatial data products acquired/produced using CEPF funding.
- Approved applicants will work with EMBC and GeoBC to support integration of Value-Added Products, derived products and methodology into the Provincial Data Repository and Web Mapping Platforms. This will include transferring knowledge to replicate the solutions created on proprietary mapping platforms managed by the applicants. GeoBC will work with all applicants to ensure an integrated and collaborative approach is taken to collect, capture, analyze, visualize,

and manage data and information based on consistent standards and data models to be used by all applicants.

- Please note that the two statements above do not apply to any product, data or information which may include Indigenous knowledge. EMBC and GeoBC respect the First Nations principles of OCAP®.
- Any in-person activities, meetings, or events must meet public health orders and/or guidance in relation to COVID-19.
- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.

6. Eligible & Ineligible Costs & Activities

Eligible Costs & Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Eligible activities must be cost-effective and may include:

- Completion of an Extreme Heat Risk Assessment (as described above);
- Completion of Extreme Heat Risk Map(s) (as described above);
- Completion of an Extreme Heat Response Plan (as described above);
- Integration of Extreme Heat Disaster Risk Reduction and Climate Adaptation Planning (as described above);
- Review of lessons learned from 2021 heat dome and best practices from other jurisdictions;
- Identification of community values through engagement. This includes seeking advice from Knowledge Holders and other experts (e.g., health authorities, biologists, etc.) and engaging the community (e.g., service organizations, equity-denied populations, Indigenous organizations), Indigenous Nations, local governments, agricultural sector, critical infrastructure owners, etc. Outcomes could include a summary of discussions or letters of support from different parties identifying preferred options going forward;
- Development of short and long-term extreme heat risk reduction goals, objectives, and strategies to meet these goals; developing adaptive options; evaluating, ranking and recommending options; and developing preliminary cost estimates;
- Presentation of extreme heat risk assessment, map(s), or plan(s) to Council, Board, Band Council or Treaty First Nation government, community organizations, etc.;
- Amendments to relevant plans, bylaws, and policies that are specific to the extreme heat risk assessment, mapping, and planning.

The following expenditures are also eligible provided they relate directly to the eligible activities identified above:

- Consultant costs;
- Incremental applicant staff and administration costs;
- Public information costs;
- Honoraria for equity-denied populations or service organizations that support equity-denied or heat-sensitive populations;

- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers when they are scheduled to speak, present, or teach. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates.

Ineligible Costs & Activities

Any activity that is not outlined above or is not directly connected to activities approved in the application is not eligible for grant funding. This includes:

- Purchase of equipment and supplies;
- Routine or ongoing operating costs or activities (e.g., heating and lighting; security; software or service subscriptions, or membership fees);
- Routine or ongoing planning costs or planning activities that are not incremental to the project;
- Regular salaries and/or benefits of applicant staff or partners;
- Development or amendment of plans or maps primarily intended for wildfire risk reduction (refer to FireSmart Community Funding & Supports);
- Duplication of existing information, maps, or imagery (e.g., LiDAR);
- Qualitive Hazard, Risk and Vulnerability Assessment (HRVA) activities not directly related to extreme heat risk assessments;
- Costs related to developing or submitting the application package.

7. Application Requirements & Process

Application Deadline

The application deadline is **June 24, 2022.** Applicants will be advised of the status of their application within 90 days of the application deadline.

Required Application Contents

All applicants are required to submit:

- Completed Application Form.
- Local government Council or Board resolution, Band Council resolution, or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- For regional projects only: Local government Council or Board resolution, Band Council resolution, or Treaty First Nation resolution from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

Resolutions or motions from partnering applicants must include the language above

Submission of Applications

Applications should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cepf@ubcm.ca.

Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application elements have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, the CEPF Evaluation Committee will assess and score all eligible applications. Higher application review scores will be given to projects that:

- Demonstrate evidence of considering how the project will address the risks posed to heat-sensitive populations. This includes special consideration or response actions to support heat-vulnerable populations;
- Contribute to a comprehensive, cooperative, and regional approach to extreme heat risk reduction;
- Effectively engage community partners (e.g., equity organizations, agricultural sector, critical infrastructure owners) as appropriate to the project;
- Meaningfully consider and adapt to the impacts of climate change in the project methodology and deliverables;
- Increase understanding of the social, cultural, economic, and/or environmental impacts of extreme heat events to the community;
- Identify or achieve co-benefits (e.g., reducing greenhouse gas emissions, improving community health and wellbeing, enhancing biodiversity, etc.);
- Include in-kind or cash contributions to the project from the eligible applicant, community partners, or other grant funding;
- Are innovative;
- Are cost-effective.

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will consider the provincial, regional, and urban/rural distribution of proposed projects. Recommendations will be made on a priority basis. All funding decisions will be made by UBCM.

All application materials will be shared with the Province of BC and First Nations' Emergency Services Society

8. Grant Management & Applicant Responsibilities

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision & Initial Payments

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM within 30 days.

Grants are paid at the completion of the project and only when the final reporting requirements have been met.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of

the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Progress Payments

To request a progress payment, approved applicants are required to submit:

- Description of activities completed to date;
- Description of funds expended to date; and
- Written rationale for receiving a progress payment.

Post Grant Approval Meeting

All approved applicants are encouraged to meet with Emergency Management BC and/or the Ministry of Health, Ministry of Environment and Climate Change Strategy (Climate Action Secretariat), or designate, to discuss the project prior to commencing work.

Changes to Approved Projects

Approved grants are specific to the project as identified in the approved application, and grant funds are not transferable to other projects. Generally speaking, this means funds cannot be transferred to an activity that was not included in the approved application.

Approval from UBCM and/or the Evaluation Committee will be required for any variation from the approved project. Depending on the complexity of the proposed amendment, requests may take up to 90 days to review.

To propose changes to an approved project, applicants are required to submit:

- Amended application package, including updated, signed application form, relevant worksheets, and an updated Council, Board, Band Council, or Treaty First Nation resolution;
- For regional projects only, evidence of support from partnering applicants for proposed amendments will be required; and
- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the approval agreement and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed one year from the date of the original final report deadline.

9. Final Report Requirements & Process

All funded activities must be completed within one year of notification of funding approval and the final reports are due within 30 days of project completion.

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed final report form with all required attachments;
- Detailed financial summary that indicates the actual expenditures from the Community Emergency Preparedness Fund and other sources (if applicable) and that aligns with the actual activities outlined in the final report form;
- Copy of Final Technical Report (consultant's report) including Risk Assessment, Maps, Response Plans, and/or Disaster Risk Reduction and Climate Adaptation planning, and/or any completed assessments, including reviews of lessons learned from the 2021 heat dome;
- Full size PDF copies of all maps created as result of the project;

- Spatial data and metadata for all maps identified above. LiDAR and orthoimagery products data and derivative products acquired/produced with CEPF funding must meet Specifications for Airborne LiDAR for the Province of British Columbia;
- Optional: photos and/or media directly related to the funded project.

Submission of Final Reports

Final reports should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cepf@ubcm.ca.

Review of Final Reports

UBCM will perform a preliminary review of all final reports to ensure the required report elements have been submitted.

Following this, all complete final reports and deliverables will be reviewed by Emergency Management BC to ensure appropriate climate change considerations in risk assessment methodology and/or disaster risk reduction – climate adaptation options have been included.

All final report materials will be shared with the Province of BC and the First Nations' Emergency Services Society

10. Additional Information

For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities
525 Government Street
Victoria, BC, V8V 0A8

E-mail: cepf@ubcm.ca

Phone: (250) 387-4470

Council Report

penticton.ca

Date: June 21, 2022 File No: 7130-02
To: Donny van Dyk, Chief Administrative Officer
From: Adam Goodwin, Emergency Support Services Coordinator; Brittany Seibert, Emergency Program Coordinator

Subject: **Emergency Support Services Nomination**

Staff Recommendation

THAT Council support the nomination of the Penticton Emergency Support Services (ESS) team for the Emergency Management Exemplary Service Award for the team's exceptional service and achievements supporting evacuees across British Columbia during at least 25 different emergency events over the course of five months in 2021;

AND THAT Council provide a letter of support to be included with the nomination package.

Strategic priority objective

Community Safety: The City of Penticton will support a safe, secure and healthy community.

Background

Emergency Management BC (a department in the Ministry of Public Safety with the Province of British Columbia) recently sent information to the City of Penticton about the Emergency Management Exemplary Service Award. The award is a joint award between federal, provincial, and territorial ministers responsible for emergency and disaster management in their jurisdiction. It is intended to recognize exceptional service and achievement among those who respond to emergencies and disasters.

Penticton Emergency Support Services

The Penticton ESS team is a part of the City of Penticton through the Penticton Fire Department, and the City of Penticton must legislatively have an ESS program. In 2021, the City of Penticton's Emergency Support Services (ESS) program provided exceptional service to thousands of residents across British Columbia. In 2021, the ESS team accomplished the following:

- Over 4,000 hours of volunteer time invested by team members,
- Over 45 volunteers were part of the ESS team in 2021,
- 5 months of deployment for wildfires and atmospheric river flooding,

- 25 different communities supported through mutual aid, and
- 20 unique disaster events responded to in 2021.

Financial implication

There is minimal financial implication associated with this report. Staff time will be required to compile the nomination package.

Analysis

The efforts of the Penticton ESS team in 2021 were exemplary. The Penticton ESS team illustrated many of the attributes that the award is looking for:

- Collaboration and partnership: Supported over 25 different communities through mutual aid;
- Communication: Virtually supported thousands of evacuees through a variety of means (e.g., email, online Reception Centre);
- Innovation: Helped develop a draft virtual Reception Centre during the 2021 wildfire responses which has already been adapted by Emergency Management BC;
- Integrity: The team delivered on every commitment it made to another community to provide mutual aid to its emergency response and/or recovery; and
- Leadership: Each of the over 4,000 hours the ESS team invested in 2021 was done by an ESS team member, each of who is a community leader and illustrates community leadership.

In summary, nominating the City's ESS team will recognize the volunteers for their outstanding contributions in 2021, and will show that the City truly values their contributions to responding to the community and supporting a safer Penticton. Staff recommend that Council support the nomination.

Attachments

Attachment A – Example media articles from 2021

Respectfully submitted,

Adam Goodwin
Emergency Support Services Coordinator

Brittany Seibert
Emergency Program Coordinator

Concurrence

Fire Chief	Director, Development Services	Chief Administrative Officer
LW	BL	AH

Attachment A
Example Media Articles from 2021

[Year in Review]: Penticton emergency services went non-stop for 5 months helping disaster victims. Volunteers helped fire and flood evacuees from 25 different communities in busiest year yet

Dec. 28, 2021 8:30 a.m.

The Nk'Mip fire east of Osoyoos caused hundreds of evacuations with many of them seeking support with the Penticton Emergency Support Services. (File photo)

4,000 hours, 45 volunteers, 5 months, 25 different communities and 20 disaster events. Countless families who had been struck by disaster supported by the Penticton Emergency Support Services (ESS).

One of the longest deployment periods of an Emergency Support Services (ESS) team began five months ago on July 11, 2021. With a leadership group only two months old, Penticton's ESS team spent these past five months supporting thousands of wildfire and flooding evacuees from across B.C. Penticton's ESS team trains for the unexpected, the unknown and the unpredictable. It's a group of approximately 45 volunteers that are dedicated to supporting and caring for neighbours impacted by wildfires, floods and disasters. 2021 was a milestone year with operations supporting thousands of evacuees virtually – and in-person – from over 25 different communities and 20 unique disaster events.

Over the past five months, the Penticton ESS team has supported evacuees from the Thomas Creek, Brenda Creek, McKay Creek, Nk'Mip, Garrison Lake, Nelson, Baldy Mountain, Tremont Creek, White Rock Lake, Merritt, Lytton Complex and other wildfires, provided Virtual Reception Centres for Vernon, Kelowna and Kamloops, as well as supported evacuees from the November 2021 flooding events in the Lower Mainland, Merritt area, and Regional District of the Okanagan-Similkameen. The team worked with First Nations communities, local governments, the Province, charities, and many others to provide compassionate and caring supports.

For evacuees that fled to Penticton and the area, a network of approximately 30 businesses located in Penticton that partner with ESS were able to provide food, clothing, accommodations, and other basic items for these evacuees to ensure they had some emergency supplies for the few days immediately after they were forced to flee their homes.

To support wildfire evacuees from Lytton and Lytton First Nations that could not return home for months due to safety concerns and structural damage, the Penticton ESS team co-developed with the province and these communities an innovative process that allowed the Penticton team to support evacuees across B.C. virtually. It was a new process that in part also allowed other ESS teams to virtually support the City of Kamloops when it saw a significant surge of thousands evacuees in a single day arrive from Merritt due to flooding.

On Dec. 15, 2021, the City of Penticton officially demobilized the Penticton ESS team, over five months after it first deployed. Over that period, the core team of 25 were able to volunteer over the entire duration, invested thousands of hours and helped thousands of evacuees (strangers) fleeing their homes due to situations that were unimaginable only a few months ago.

The team is now transitioning into well deserved time off, and then will begin training new volunteers and refreshing training with more experienced volunteers, as it begins to prep for the spring and summer, the usually busiest times of year for ESS teams in BC.

The Penticton ESS team reminds everyone to make a 72-hour emergency kit, an emergency plan, to check that they have appropriate insurance for any disaster, and to learn more about the City's FireSmart program.

Looking to help or join Penticton's ESS team? The team regularly seeks new members and supporters. Email ess@penticton.ca or call 250-490-2400.

URL to the original article: https://www.pentictonwesternnews.com/news/yir-penticton-emergency-services-went-non-stop-for-5-months-helping-disaster-victims/

Lytton evacuees still finding support in Penticton

JOE FRIES
Oct 22, 2021

Damaged structures are seen in Lytton, B.C., Friday, July 9, 2021, after a wildfire destroyed most of the village on June 30. THE CANADIAN PRESS/Darryl Dyck

Nearly four months after a wildfire levelled most of Lytton, upwards of 200 displaced residents are still being looked after by volunteers from the Penticton Emergency Support Services team.

Through the team, which is overseen by the City of Penticton, evacuees from the village about 100 kilometres north of Hope gain access to food, lodging, clothing, transportation, pet care and more. Evacuees – currently consisting of 123 separate family units, ranging from single people to a family of 16 – check in every two weeks to let ESS volunteers know how they're doing and refresh their requests for assistance.

Most of the displaced people are still staying in hotels or with family elsewhere but are routed through Penticton because the city's ESS reception centre is plugged into the Evacuee Registration and Assistance database operated by the B.C. government. That means evacuees don't actually need to show up in person in order to access services.

Adam Goodwin, ESS co-ordinator for the City of Penticton, said the majority of the approximately 200 displaced people on the roster are from the Lytton area with a few from other parts of the province. "We want to do it to be a good neighbour and support communities that need support, but another reason we do this is it's real-world training," explained Goodwin.

"It's helping Penticton be more prepared in the event there is (an emergency) locally."

Goodwin said a core group of about 12 volunteers have gone above and beyond to look after the evacuees, even making follow-up phone calls for their own homes when necessary.

And handling 200 evacuees isn't new for ESS team, which was supporting upwards of 900 people at the height of the summer wildfire season.

All these months later, the evacuees seem "very appreciative and grateful that Penticton is supporting them," said Goodwin, "but they are asking if we have any information about the longer-term recovery plans."

Such plans are still being drawn up by the B.C. government, though, and the province has asked the Penticton ESS team to stay on the job at least through the end of November.

Rebuilding efforts have been slowed by ground contamination, a lack of potable water and the sheer volume of insurance claims involved, plus an evacuation order that remains in effect for most of the community due to ongoing hazards.

The village issued a statement earlier this week that noted recovery efforts had reached an "integral point" with cleanup and debris removal scheduled to start soon, and elected officials beginning to meet with residents to discuss plans for the rebuild.

Still, the slow pace of recovery has frustrated many and become fodder for the Opposition BC Liberals. "It's been a terrible year and there's an issue with recovery of personal effects in Lytton, there's an issue of contamination they've had to deal with – the world has changed that way – but it's pushing four months now and I think people need some certainty in their lives," said Penticton MLA Dan Ashton in an interview Friday.

"They've lost everything and now they need some certainty of the direction of their new lives."
Most of Lytton was destroyed on June 30 – the day after the community's daytime high reached 49.6 C, the hottest temperature ever measured in Canada.

The cause of the fire is still undetermined, after a report issued earlier this month by the Transportation Safety Board shot down a widely held theory that trains were responsible.

URL to the original article: https://www.pentictonherald.ca/news/article_3e7745a8-338b-11ec-90e0-97f28fd85a5e.html

Council Report

penticton.ca

Date: June 21, 2022 File No: RMS 1855-03
To: Donny van Dyk, Chief Administrative Officer
From: Adam Goodwin, Social Development Specialist

Subject: **Public Safety Canada's Funding Allocation for Penticton for 2023-2026**

Staff Recommendation

THAT Council direct staff to apply for the one-year funding from Public Safety Canada to hire a temporary coordinator to focus on developing the three-year local investment plan as part of the Building Safer Communities Fund program;

AND THAT Council direct the Director of Finance and Administration to sign and submit the term project coordinator funding plan to Public Safety Canada;

AND THAT Council direct staff to work collaboratively with partners to develop the three-year investment plan for Penticton's allocation as part of the Building Safer Communities Fund and submit to Public Safety Canada by March 31, 2023;

AND THAT Council direct the Director of Finance and Administration to sign and submit the three-year investment plan to the Public Safety Canada by March 31, 2023;

AND THAT Council direct staff to amend the Financial Plan accordingly.

Strategic priority objective

Mission: Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

Community Safety: The City of Penticton will support a safe, secure and healthy community.

Background

The federal government has recently notified the City of Penticton about new funding allocations for municipalities and First Nations to support community safety and well-being. Public Safety Canada (the Government of Canada's Department of Public Safety and Emergency Preparedness) used federal safety and well-being data from Statistics Canada to allocate a funding amounts to municipalities and First Nations to support local governments with partnering on community-based programs/services for at-risk youth that

enhance the social conditions and decrease the likelihood that a higher-risk youth will participate in social disorder.

This funding is available only to identified municipalities and First Nations. Communities are allocated funding by Public Safety Canada. There is no application process. Communities must work with local partners to develop a three-year investment plan for the funding (for 2023-2026). This investment plan will be reviewed by Public Safety Canada for alignment with both community and federal priorities and goals. The investments, under Public Safety Canada's Building Safer Communities Fund guidelines, must focus on prevention and/or early intervention for at-risk youth, and can include partnerships to deliver these services/programs (e.g., partnering with a local not-for-profit).

To support communities in developing and receiving federal approval for the investment plan by March 31, 2023, Public Safety Canada is providing funding for municipalities to hire a term project coordinator. For Penticton, this coordinator will lead the local work to develop the investment plan by:

- Reviewing safety and well-being data from municipal services such as Bylaw, Fire, and RCMP,
- Reviewing youth data from community partners such as the Foundry,
- Leading engagement with local at-risk youth to identify their ideas,
- Working with other communities that have allocations from Public Safety Canada to identify any opportunities for shared learning and/or collaborations,
- Working with local partners to identify areas of focus for spending Penticton's allocation, and
- Developing and writing the three-year investment plan.

A Council resolution is necessary to move forward in receiving the funding for the term project coordinator.

Financial implication

Public Safety Canada will provide the funding for a term project coordinator. No matching contribution from the municipality is required for the term role. Some minor costs for engaging local at-risk youth (e.g., honorariums) and partners to support the development of the investment plan can be covered within existing budgets. Staff time will be required to support the development of the investment plan and over the three-years of funding. It is anticipated that Public Safety Canada will provide approximately $60,000 to support the project coordinator role, engagement, development of the investment plan, and any other costs associated with this phase of the overall funding allocation.

While Public Safety Canada has not provided the City with an exact amount for its annual allocation of funding as part of the Building Safer Communities Fund, based on discussions with federal government staff, it is anticipated that Penticton may have approximately $300,000 per year over the three-years to invest in a partnership to deliver a program(s)/service(s) to high-risk youth. During the engagement activities, staff will work with participants to ensure that priorities and ideas can be delivered using the annual amount that the federal government has allocated to Penticton. No matching funds for this funding allocation are required.

City staff have requested clarification from the federal government about the sustainability of this funding (e.g., likelihood it will continue past 2026), or if there will be future allocations to municipalities for other priority populations (e.g., at-risk older adults). If there are future opportunities, staff will bring these opportunities forward to Council.

Analysis

This allocation of funding from Public Safety Canada directly aligns with Council's Safety Priority. It will provide three-years of dedicated funding for the municipality to partner on a program(s) that is specifically designed to support at-risk youth through prevention and/or early intervention services. While one of the anticipated outcomes of the investment plan's activities has to align with decreasing the likelihood that a youth will need to participate in a crime, communities can take a comprehensive approach with this funding to support at-risk youth (e.g., a community could invest in a combination of a mix of low barrier recreation activities, low barrier transportation options, a team of support workers, and low barrier food access). As noted, Penticton's areas of investment will be determined over the coming months through the work of the term project coordinator.

The City must submit its request for the term project coordinator funding before the end of June in order to move forward quickly to meet the federal government's March 2023 deadline for the 2023-2026 investment plan. Therefore, staff are recommending that Council support the City with moving forward with developing the investment plan for this allocation of funding. The term project coordinator will ensure that the federal government's robust requirements for the investment plan can be met. Additionally, by working with community partners over the next several months to develop the investment plan, there will be a deeper understanding of the community's priorities and areas of focus in terms of supporting at-risk youth that builds on the findings of *No Where to Go:* youth homelessness research report. This will help develop a targeted and locally targeted service/program in Penticton.

Alternate recommendations

THAT Council direct staff to bring back additional information.

Respectfully submitted,

Adam Goodwin
Social Development Specialist

Concurrence

Director, Development Services	Director, Administration and Finance	A/Chief Administrative Officer
BL	*AMC*	*AH*

Council Report

penticton.ca

Date: June 21, 2022 File No: RMS/206 Marina Way
To: Donny van Dyk, Chief Administrative Officer
From: Nicole Capewell, Planner II
Address: 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue

Subject: **Development Variance Permit PL2022-9344**
Development Permit PL2022-9343

Staff Recommendation

THAT Council approve "Development Variance Permit PL2022-9344", for:

1. Lot A District Lot 202 Similkameen Division Yale District Plan KAP82861, located at 206 Marina Way,
2. That Part of Lot 1 Shown on Plan B5470 District Lot 202 Similkameen Division Yale District Plan 3218, located at 201 Vancouver Ave,
3. Lot 3 District Lot 202 Similkameen Division Yale District Plan 3219, located at 203 Vancouver Ave,
4. Lot 3 District Lot 202 Similkameen Division Yale District Plan KAP79185, located at 225 Vancouver Ave, and
5. Lot A District Lot 202 Similkameen Division Yale District Plan KAP85185, located at 247 Vancouver Ave (236 Marina Way),

A permit to vary Section 11.9.2.5, to increase the maximum height of a principal building from 24m to 35m;

AND THAT Council direct staff to issue "Development Variance Permit PL2022-9344";

AND THAT Council, subject to approval of "Development Variance Permit PL2022-9344", approve "Development Permit PL2022-9343", for 206 and 236 Marina Way and 201, 203, 225 and 247 Vancouver Avenue, a permit to allow for the construction of a multi-residential development containing 99 residential units in the form of townhouse and apartment units.

Strategic Priority Objective

Vision: A vibrant, innovative, healthy waterfront city focused on sustainability, community and economic opportunity.

Community Vitality: The City of Penticton, guided by the Official Community Plan, will promote the economic wellbeing and vitality of the community.

Proposal

The applicant is proposing to construct a multi-family residential development, which will include 99 residential units in the form of townhouse and apartment units on the properties located at 206 Marina Way, 201, 203, 225 ad 247 Vancouver Avenue (Figure 1). The proposed development has been designed to front onto Marina Way and Vancouver Avenue, and fit within the challenging topography of the site, while being sensitive to the neighbouring properties. To facilitate the development, the applicant has requested a variance to Zoning Bylaw No. 2021-01, Section 11.9.2.5, to increase the maximum building height from 24m to 35m.

The proposed development is within the Multifamily Residential and Downtown Development Permit Areas and development permit approval is required from Council prior to construction. The Development Permit application has been included for Council's consideration.

Figure 1 - Rendering of Proposed Development

Background

There are five legal properties that make up the 'subject site', including 206 Marina Way, 201, 203, 225 and 247 Vancouver Avenue, which will be consolidated prior to construction. The subject site is located at the north end of Penticton (Figure 2), near the Penticton Art Gallery, Marina Way Beach, Penticton Yacht Club, the Esplanade linear park, and the downtown. The subject site is over 53,000 sq. ft. (4,951 m^2) of area, with

frontage onto both Vancouver Ave and Marina Way. The site is also unique in that the topography significantly slopes down from the south to the north, as well down the Vancouver Ave frontage from east to west.

The properties are currently zoned C9 (Marina Way Commercial), however the properties at 201, 203, 225 and 247 Vancouver Avenue also contain a site-specific zoning, which allows single detached housing as a permitted use. The Official Community Plan (OCP) future land use designations on the property include a large area of Downtown Mixed Use, as well as Ground Oriented Residential along Vancouver Ave (see Attachment 'B').

Figure 2 - Property Location Map

Previous Applications

In 2006, 206 Marina Way proceeded through a development application process and received permits to construct a mixed-use development fronting onto Marina Way. At the time, the proposal was for a 4-storey development, containing a main floor of commercial, with residential units above. Work began on the development, including site preparation and beginning foundation works, however works stopped in 2008, leaving the lands undeveloped.

In 2017, a proposal was brought forward for the properties at 201, 203, 225 and 247 Vancouver Avenue, referred to as 236 Marina Way. The application at the time proposed a 7 storey, 13-unit apartment building. The proposal required review and redesign to ensure the concerns from the neighbouring development (Lakeview Terraces) were alleviated. Although the application received approval from Council in 2018, the development was never built out. As such, the lands have remained undeveloped since.

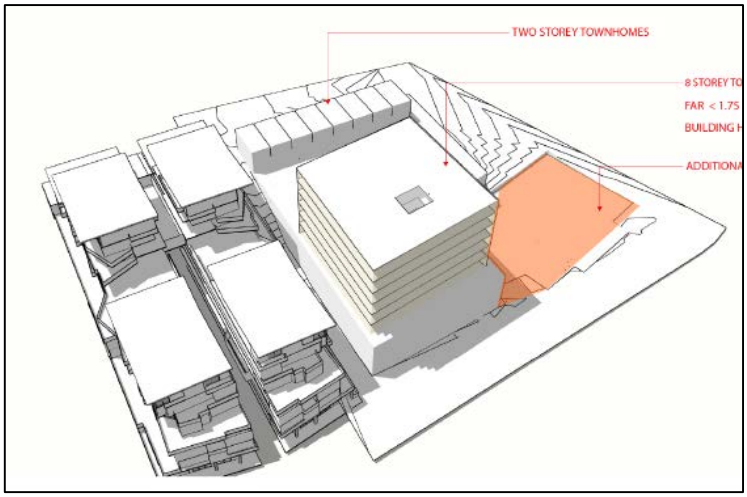


Figure 3 - Original proposal prior to acquiring 206 Marina Way

Current Application

The current development originally did not include the property at 206 Marina Way, and only included the 4 Vancouver Ave lots. Design concepts at that time proposed townhouses along Marina Way and tower(s) near Marina Way (Figure 3). The towers were proposed very close to the Lakeview Terraces in order to present a feasible development and make the highest use of the lands and density permitted through the C9 (Marina Way Commercial) zoning. Further in the design stages, 206 Marina Way was acquired and added to the site proposal, allowing for more creative and sensitive designs to be prepared.

The current proposal is respectful of the surrounding area and the existing buildings that exist. As shown within the Good Neighbour Package (Attachment 'G'), the preservation of views was considered when the site was being designed. Locating the tower farther west along Marina Way allowed for views from the Lakeview Terraces to be maintained, even for those units that do not directly front and face the lake.

Financial Implication

This application does not pose any significant financial implications to the City. Development costs are the responsibility of the applicant(s). The applicant will be required to pay Development Cost Charges (DCCs) at the time of Building Permit issuance for the proposed development. DCC's are currently $6,671.50 per multifamily residential unit (as per Development Cost Charges Bylaw No. 2007-79). The proposed development would contribute $660,478.50 in DCCs. The development of 206 Marina Way will be required to pay costs outlined in Bylaw No. 2003-42, which authorizes a Development Works Agreement. The costs are detailed in the Works Agreement and were calculated at $100,563.97 as of May 9, 2022.

Climate Impact

The City of Penticton Community Climate Action Plan (CCAP) outlines a path towards a low carbon future: A future where City residents experience the benefits of a connected, healthy and economically prosperous community while taking action on climate change and adapting to climate impacts. The proposed development is helping to achieve this Plan by completing the following:

The proposed development proposes to provide 1 EV station for every proposed unit. This represents 99 new EV stations, allowing prospective residents to consider purchasing EV.

The development is representative of smart growth, adding housing in an area of the community without the need for infrastructure extensions and that is well serviced by amenities, sidewalks, and transit and bicycle routes. This aligns with Shift 1.1 of the CCAP to optimize policies and bylaws for compact growth. The proposal encourages active transportation by providing 102 Class 1 bicycle parking and 10 Class 2 bicycle parking spaces.

The City's Building Bylaw requires the construction to meet Step 1 of the Energy Step Code for this scale of a project. While incentives are in place to move towards Step 4 of the Step Code, the applicants have indicated at this time that they intend to meet Step 1 of the Energy Step Code. The proposed development also provides ample space for waste, recycling and future composting.

Technical Review

This application was reviewed by the City's Technical Planning Committee. Servicing and building code requirements have been identified to the applicant and will be addressed as part of the building permit process. It is the responsibility of the property owner(s) to provide service and/or upgrade existing services as required. The applicants have worked diligently with the various City departments to ensure all items were resolved in order to proceed. This includes protection of boulevard trees along Marina Way, location of electrical pad mount transformer, garbage and recycling collection, servicing requirements, and zoning requirements.

Development Statistics

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

	C9 Zone Requirement	Provided on Plans
Minimum Lot Width*:	30 m	88.6 m
Minimum Lot Area*:	550 m^2	4,950 m^2
Maximum Lot Coverage:	60%	32%
Maximum Density:	1.75 Floor Area Ratio (FAR)	1.74
Vehicle Parking:	1 per unit 0.25 per unit for visitor Total required = 123 (1.25 per unit)	Total provided = 169 (1.70 per unit)
Required Setbacks Marina Way Front Yard (north): Side Yard (east): Side Yard (west): Vancouver Ave Front Yard (north): Side Yard (east): Side Yard (west):	 Marina Way 1.0 m 0 m 0 m Vancouver Ave 4.0 m 2.0 m 2.0 m	 Marina Way 1.0 m 2.0 m 0 m Vancouver Ave 5.4 m 2.0 m 7.0 m
Maximum Building Height	24 m	35 m ***Variance Requested**
Amenity Space	5m^2 per unit = 495m^2 Maximum 20% may be indoor	Average private per unit = 27.39 m^2 (smallest outdoor private deck = 12m^2; largest = 86m^2) Level 0 common amenity area = 2,150 m^2.
Other Information:	*Lot width and lot area are only applicable at the time of subdivision.	

Analysis

Development Variance Permit

When considering a variance to a City bylaw, staff encourage Council to consider whether approval of the variance would cause a negative impact on neighbouring properties and if the variance request is reasonable. The following variance is being requested.

Section 11.9.2.5: to increase the maximum height of a principal building from 24m to 35m.

Although the variance request is significant, representing an increase of 11m (36 ft.) in height, staff consider the additional height reasonable in context to the overall project and quality of the submission. The challenge created by the design and location of the building on the neighbouring property creates a hardship situation on the subject site that has required the designers to shift the building location on the

site. The package provided shows the intent by the applicant to consider the existing uses and neighbours, and provide a desirable development that has large outdoor amenity areas, a variety of unit types and a comprehensive landscaping plan. Staff have reviewed the requested variance and are recommending support for the following reasons:

1. The applicant has shown consideration towards the neighbours.
    a. The applicant (and design team) have designed a proposal that is considerate and respectful of the neighbouring properties. The applicant also provided supplementary materials (Attachment 'H') that identifies they reached out to the neighbouring properties to discuss the proposal and hear any concerns.
    b. The Lakeshore Terraces, located directly to the east of the subject site, was designed with many units looking west over the subject site, such that almost any development later proposed would impact their views. The Terraces are constructed to a 0m setback along the shared property line with the subject site. The Terraces building contains venting and other building accoutrements that are located on the western side of the building either encroaching or at a location that makes a 0m building setback on the subject site impossible, without requiring significant changes to the Terraces building design and venting. Staff consider this situation a hardship for the development of the subject lands, as they are not able to realize the full lot potential along the eastern property line. In an effort to accommodate the views of the Terraces, not require changes to their existing building and still provide the desired density for this area, the following changes were made:
        i. Incorporate 2 storey townhouses along Marina Way to create and maintain a pedestrian experience and connection with Marina Way.
        ii. Add density and height to the Vancouver Ave portion of the development, while maintaining a 'townhouse' look and feel from Vancouver Ave (Figure 4). This allows rear units to take advantage of views towards Okanagan Lake (Figure 5).

Figure 4 - Vancouver Ave Rendering

        iii. Create a desirable, high amenity platform level for all users of the proposed development (pool, common areas, gym, barbeque areas).

iv. Increase height and density on the western side of Marina Way, in the form of a tower. This allows views from the Lakeview Terraces to be maintained, and also allows the Vancouver Ave portion of the proposed development to have views (Figure 5).

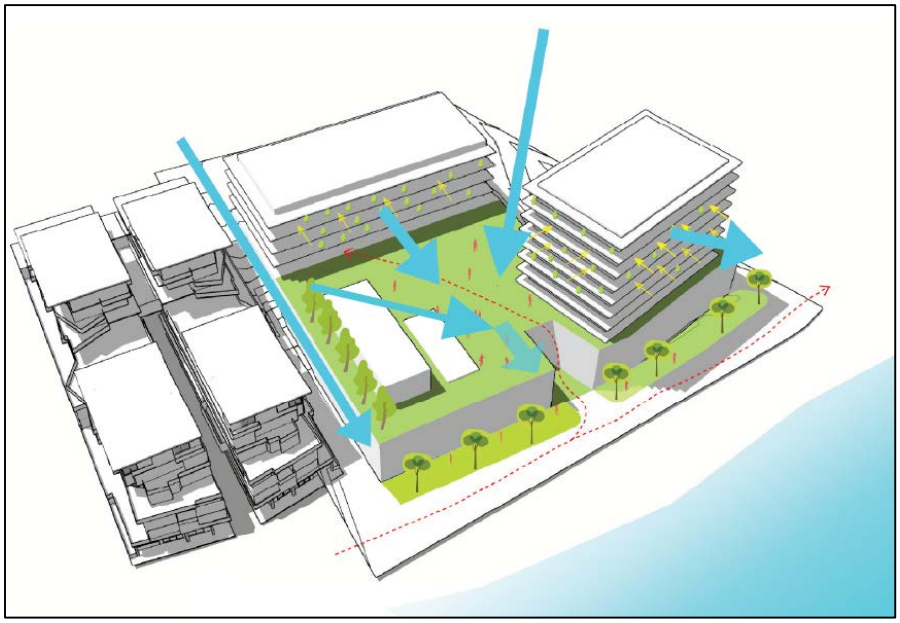


Figure 5 - Preservation of Views

2. Demonstrated alternative designs considered.
    a. The increase in height is to accommodate the tower development that fronts onto Marina Way. The applicant has provided graphics with their submission to demonstrate what development they could have designed without any variances. As shown in Figure 6, the 24m height permitted could have been accommodated without a variance by using a large building footprint across the properties. However, the applicant was aware of the impacts that this would have on the views for the Lakeview Terrace residents, and decided to proceed with the tower that will have a smaller footprint and allow more views to be maintained.

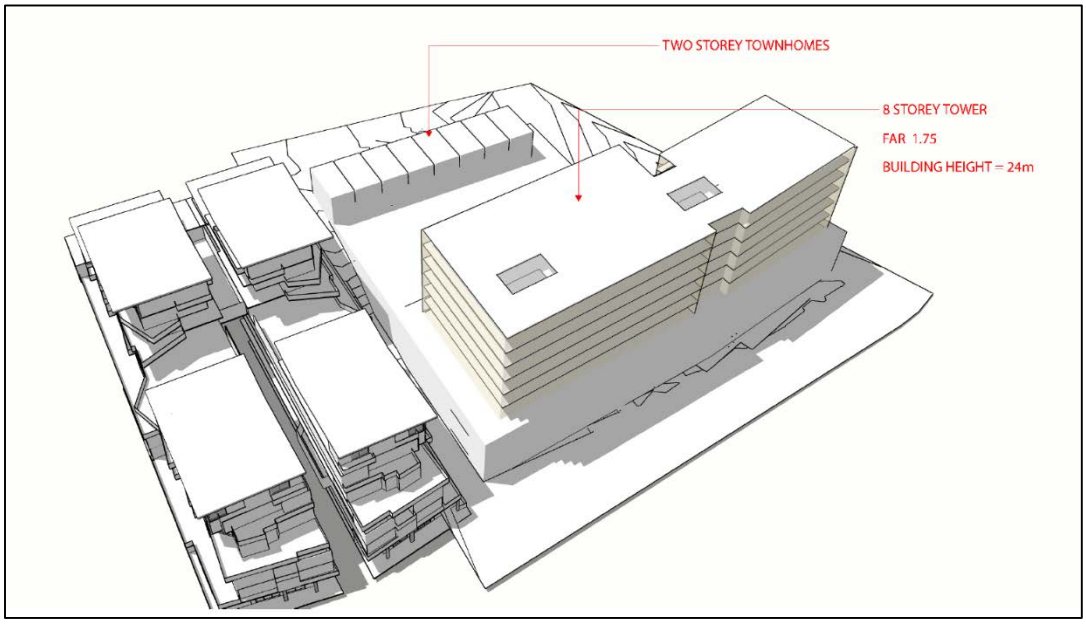


Figure 6 - 24m Height Maximum Massing Model

3. OCP policy supports up to 10 storeys.
    a. The OCP land use designations on the subject properties are split, with the Marina Way frontage being 'Downtown Mixed Use', which is where the tower that requires the height variance is proposed. This designation of 'Downtown Mixed Use' supports heights that are up to 10 storeys, which provides policy support for the variance in this instance. The structures along Vancouver Ave were designed to be within the 24m height maximum and not require any variances, to ensure the character of Vancouver Ave remains.

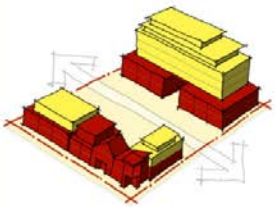
Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Downtown Mixed Use 	Downtown developments with active retail,service or civic and cultural uses at ground level and multi-family residential and/or office uses.	• Higher-density mixed-use buildings	• Commercial (retail, service, office • Residential • Civic and cultural	• Up to 10 storeys. 3 storey maximum on Main St and Front St (Up to 5 storeys in 100 blk Front St subject to contextual design and adherence to DP guidelines)	• C5 • C6 • C9

Figure 7 - OCP Land Use Designation

4. Design allows for more outdoor space to be provided.
    a. The higher height allows for the desired density to be achieved with a reduced floor plate, allowing for more space between the buildings. This space is being well-utilized and is designed as an outdoor amenity area for residents.
    b. The applicant has included a substantial landscaping plan (Figure 8), which includes landscaping for the 'podium' level, where the outdoor amenity space is located. This includes native species for landscaping, landscaping that supports stormwater retention, and utilizing landscaping for

screening purposes.

Figure 8 - Proposed Landscaping Podium Level

Given the significant work that the applicant has undertaken to consult with the neighbours and consider their interests in the proposed design, as well ensuring alignment with the OCP Policy and land use designations, staff consider that the requested variance is warranted.

Development Permit

The subject property is considered within the Multifamily Residential, and Downtown Development Permit Areas. Each of these development permit areas is established to support developments in specific areas. Staff have analyzed the guidelines from all of these development permit areas. An in-depth analysis of how the proposed development conforms to the guidelines has been attached as Attachment 'D'. The applicants have also provided an analysis of how they meet the guidelines, which is attached as Attachment 'F'.

In addition, staff consider that the proposed development is supported through the following OCP Policies:

Goal 4.1.1 Managing Residential Growth
Ensure that Penticton retains its compact 'footprint' to help protect natural areas and environmental values and agricultural lands, avoid excessive infrastructure costs and hazard lands, and help create conditions that support transit and active modes of transportation.

- The proposed development is located within an established area of the City. This utilizes existing services, rather than extending services to new areas.
- The location of the subject site will help to create conditions that support transit and active modes of transportation, as it is near transit routes and within appropriate distances of desired amenities and services for walking or cycling to be considered.

OCP Policy 4.1.1.1 — Focus new residential development in or adjacent to existing developed areas.

- The proposed development is within an existing developed area.
- The subject property is a 'brownfield' development, utilizing an existing area, rather than disturbing new lands to accommodate development.
- The applicants have also completed a considerable amount of work to ensure the proposed development is considerate of the neighbouring properties and users, particularly in protecting viewscapes.

OCP Policy 4.1.1.2 — Avoid development in environmentally-sensitive areas, geological hazard and flood hazard areas, on steep slopes, in agricultural areas and in areas not readily served by transit.

- The proposed development is within an existing developed area and does not place pressure on hazard lands.

OCP Goal 4.1.3 — Ensure a range of housing types, sizes, tenures and forms exist throughout the city to provide housing options for all ages, household types, and incomes.

- The proposed development will provide a variety of unit types and sizes in the form of townhouses and apartments.
- The more variety of sizes and types of units allows for more housing needs.

OCP Policy 4.1.3.4 — Encourage developments that include one-bedroom and two-bedroom units in suitable neighbourhoods to enable people to downsize as they age and to provide entry-level housing for those people entering the housing market. At the same time, provide 3-bedroom units, or larger, to accommodate families.

- The proposed development includes a variety of units including studio, 1 bedroom, 1 bedroom + den, 2 bedroom, 2 bedroom + den, 3 bedroom, and 3 bedroom + den.

OCP Policy 4.1.3.5 — Ensure through the use of zoning that more-intensive forms of residential development are located close to transit and amenities, such as parks, schools and shopping.

- The subject property is within a high amenity area, within walking distance of the downtown, located along a transit route, and easy park access and lake views.

OCP Policy 4.1.3.6 — Require amenity areas in all multifamily and mixed-use projects through regulations in the Zoning Bylaw.

- The amenity areas provided in the proposed development well exceed the requirements of the Zoning Bylaw. Every unit (including townhouse and apartment) are provided private outdoor amenity area. The development averages 26.36 m^2 of private amenity area per unit. The smallest decks are 12m^2 with decks up to 86 m^2 in size.

OCP Policy 4.1.4.1	Work with the development community – architects, designers and builders – to create new residential developments that are attractive, high-quality, energy efficient, appropriately scaled and respectful of their context. • The design team for the proposed development has provided an attractive, high quality development. • The plans propose an Electric Vehicle (EV) charging station for each unit proposed (total 99 EV stations). • The applicant has also shown dedication to design a development that is considerate and respectful of its context. Views from existing properties were of high priority for the design team.
OCP Goal 4.1.6	Provide opportunities to live, work and play in all of Penticton's neighbourhoods. • The subject site is located in such a location that allows for users to live, work and play in this area of the City. • Home occupations are permitted (subject to Zoning Bylaw regulations) to allow residents the ability to work from home if able. • Okanagan Lake is located directly across Marina Way, as well as the large amenity area proposed within the development, to allow residents the ability to easily enjoy Penticton.
OCP Policy 4.2.3.8	Require adequate levels of secure bike parking in new multi-family, mixed-use and commercial development. • The plans provided indicate adequate amounts of secure biking throughout the development within the parkade levels. • Bicycle parking is also provided for visitor of the development at both entrances (Marina Way and Vancouver Ave).
OCP Policy 4.2.5.2	Encourage land use planning that results in neighbourhoods that can be easily serviced by transit. • The subject site is located along transit routes that run along Vancouver Ave, providing connections to other areas of the City, as well as other transit routes at larger exchanges.
OCP Policy 4.2.7.8	Ensure new residential developments provide an appropriate amount of parking for residents and their guests. • The applicant has proposed more parking than required by the Zoning Bylaw. While the Zoning Bylaw requires 1.25 parking spaces per unit (total 123 spaces), the applicant has exceeded this and provided 169 spaces (1.70 per unit)

The proposed development has been designed with the OCP policies and development permit area guidelines in mind. As such, staff recommend that Council approve the Development Permit.

Alternate Recommendations

Council may consider that the variance request is unreasonable and is not warranted in this instance. If this is the case, Council should deny the development variance permit. Staff are not recommending this option, as the proposed development and variance is supported through various OCP Policy. Further, staff consider that the views of existing developments were considered through the design of the proposed development.

Denying the Development Variance Permit and Development Permit would require significant redesign, and may result in a structure that impedes views significantly (refer to Figure 6).

1. THAT Council deny "Development Variance Permit PL2022-9344" and "Development Permit PL2022-9343".

Attachments

Attachment A – Zoning Map
Attachment B – Official Community Plan Map
Attachment C – Photos of Subject Property
Attachment D – Development Permit Analysis (staff)
Attachment E – Letter of Intent (applicant)
Attachment F – Development Permit Analysis (applicant)
Attachment G – Good Neighbour Package
Attachment H – Supplementary Materials (applicant submitted)
Attachment I – Draft Development Variance Permit PL2022-9344
Attachment J – Draft Development Permit PL2022-9343

Respectfully submitted,

Nicole Capewell, RPP, MCIP
Planner II

Concurrence

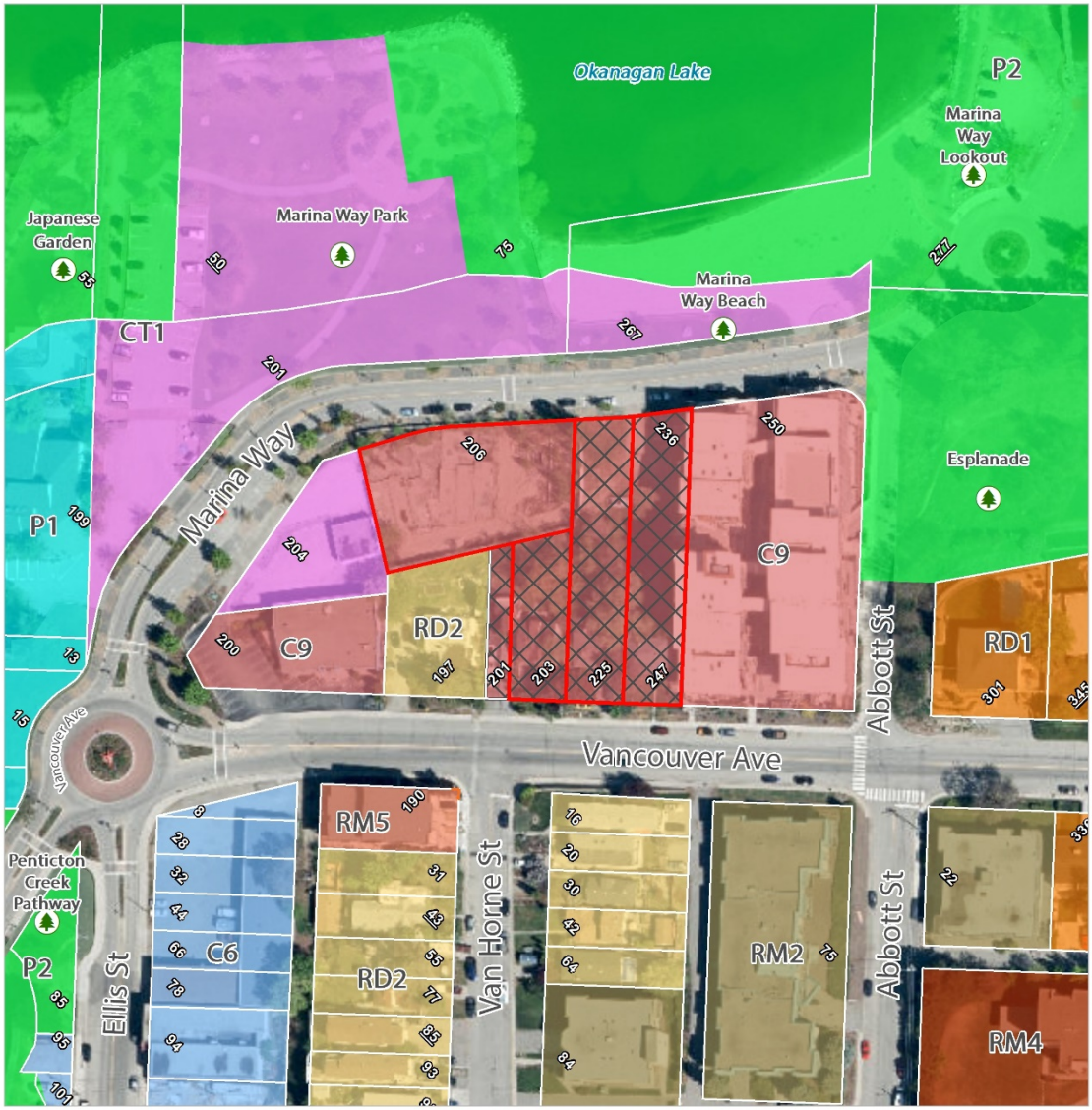
Director of Development Services	General Manager of Infrastructure	Director of Finance and Administration	A/Chief Administrative Officer
BL	*KD*	*AMC*	*AH*

Attachment A – Zoning Map

CITY OF Penticton

206 Marina Way

Zoning Map



Legend

- Subject Parcel
- Site Specific Zoning
- RD1 - Duplex Housing
- RD2 - Duplex Housing: Lane
- RM2 - Low Density Multiple Housing
- RM4 - High Density Multiple Housing
- RM5 - Urban Residential
- C6 - Urban Peripheral Commercial
- C9 - Marina Way Commercial
- CT1 - Tourist Commercial
- P1 - Public Assembly
- P2 - Parks and Recreation

N

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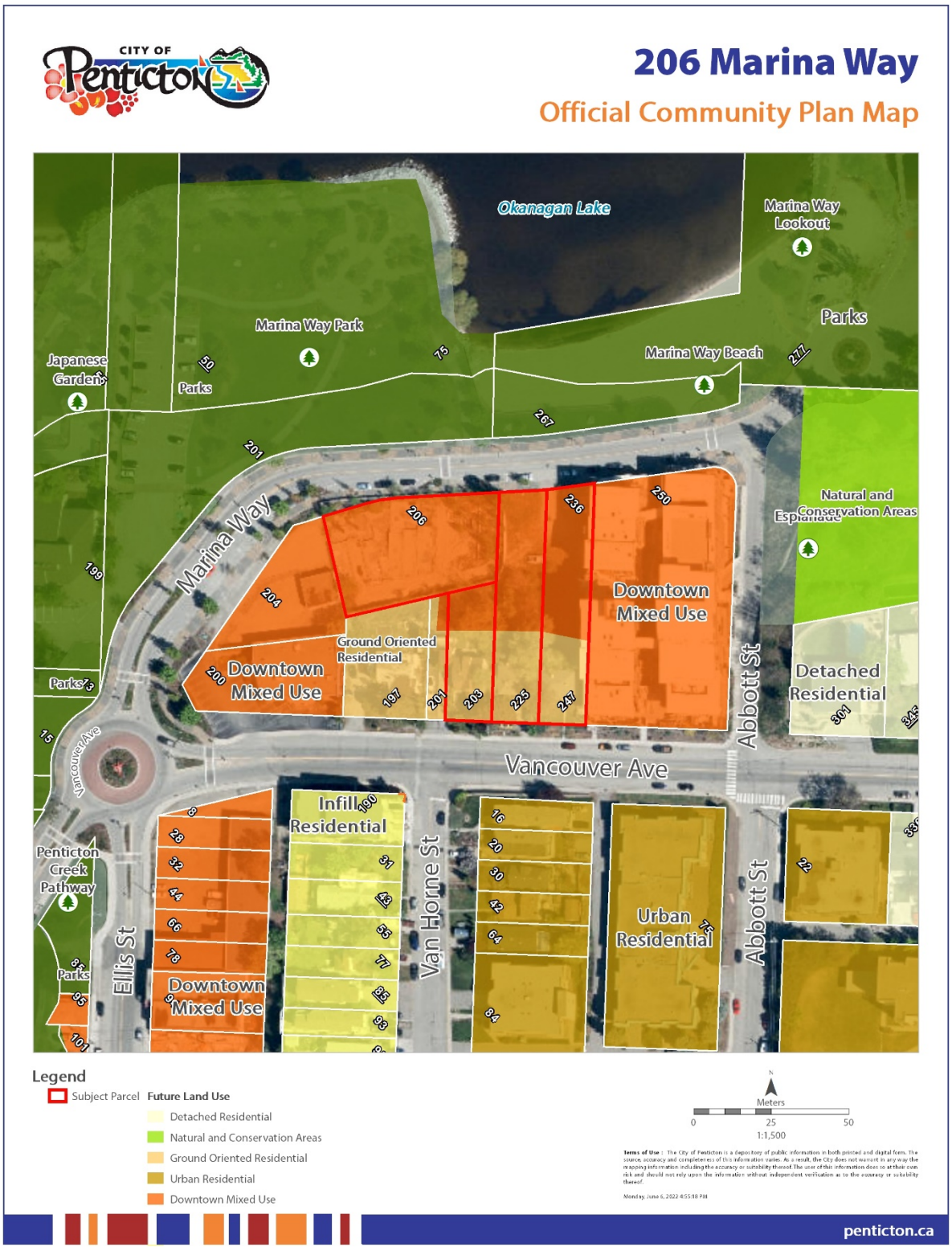
Attachment B – Official Community Plan Map



Attachment C – Photos of Subject Property

Looking towards subject properties from Marina Way

Looking towards subject properties from Vancouver Ave

Attachment D – Development Permit Analysis (staff)

Development Permit Analysis

The proposed development is located within the Multifamily Residential and Downtown Development Permit Areas. The following analysis demonstrates how the proposal is aligned with this development permit area.

Guideline G1 *Prior to site design, analysis shall be undertaken to identify significant on-site and off-site opportunities and constraints, including built and natural elements (e.g., structures, slopes and drainage, significant landscape features, etc.).*

- The site has significantly sloping from the south to north, as well from the east to the west along Vancouver Ave. The proposed development has been considerate to this sloping and is designed to utilize the slope as best as possible.
- The applicants also considered built elements, such as the electrical infrastructure and existing right of way infrastructure in their design (i.e. sidewalk locations, boulevard plantings on Marina Way).
- There were exterior features on an existing development directly adjacent to the subject properties that intruded onto the subject property. As such, the design team increased the buffer along this property line (east) to allow adequate room for buffering and not requiring removal or consideration of placement of those features.

Guideline G2 *Applications shall include a comprehensive site plan – considering adjacent context for building and landscape architectural design and neighbourhood character analysis – to demonstrate that the development is sensitive to and integrated within its context and surrounding uses and neighbours.*

- As noted within staff's report, the proposal has been considerate of the surrounding areas, in protecting view scapes and considering scale of existing buildings.
- The design proposes a transition of scale from the tower, to the Vancouver Ave unit townhouse/apartment, to the neighbouring development on Marina Way, and finally to the townhouses on Marina Way.
-

Guideline G3 *Private and semi-private open spaces should be designed to optimize solar access.*

- The proposal includes balconies for each residential unit, which are adequate in size (with some being significant in size), providing adequate solar access for each unit.

Guideline G4 *Views through to the mountains and the lakes should be carefully considered and incorporated into the design of new development*

- The proposed buildings were placed and oriented on the property so that the most views could be achieved, both within the development and for neighbouring properties.
- The podium level amenity space also takes full advantage of the views up the valley, as it is oriented directly north up the lake.

Guideline G5 *Siting of buildings should support strong street definition by minimizing front yard setbacks while sensitively transitioning to neighbouring building setbacks.*

- Both the Vancouver Ave building and Marina Way buildings are located very close to the front yard setbacks. The setbacks on each side also include considerable landscaping through surfacing, shrubs and trees.
- Consideration was also given to transitioning in scale from the neighbouring properties.

Guideline G6 Building placement and orientation should respect significant public water, mountain and ridgeline views.

- The proposed buildings were placed and oriented on the property so that the most views could be achieved, both within the development and for neighbouring properties.

Guideline G7 All designs shall consider Crime Prevention Through Environmental Design (CPTED) principles and balance the reduction of crime and nuisance opportunities with other objectives to maximize the enjoyment of the built environment.

- The applicant has indicated several considerations that have been made to consider CPTED within the design. Please refer to the applicant's DP Analysis for further details.

Guideline G8 Secondary buildings should create comfortable and social, semi-public and semi-private spaces within interior courtyards and/or side-yards

- The secondary building on the property is provided for amenity use (gym), and is clearly secondary in nature. The purpose of the secondary building is to provide comfortable social areas for residents. The podium amenity space encourages outdoor living by providing outdoor gathering areas including cooking and barbeque areas.

Guideline G11 *Barrier-free pedestrian walkways to primary building entrances must be provided from*
Guideline G13 *municipal sidewalks, parking areas, storage, garbage and amenity areas*

- Barrier free walkways have been provided, including the main lobby area for the tower off of Marina Way, and a ramp from the street to the lobby area off of Vancouver Ave.
- Connections have also been provided to the parking areas, storage, garbage and amenity areas.

Guideline G15 Fencing facing an active public realm should be lowered and transparent or semi-transparent.

- Fencing is proposed throughout the development, to provide screening between properties and separate private and public spaces. However, the fencing along public realms has been lowered, and landscaping is also being utilized to liven and excite the front of the development.

Guideline G16 *Site and building access must prioritize pedestrian movement, minimize conflict between various modes of transportation and optimize use of space…*

- Pedestrian access has been prioritized in this development, by providing only one point of entry for vehicles, and several opportunities for pedestrians.
- Vehicles are limited to where they can enter the property, significantly lessening the opportunity for conflicts between vehicles and pedestrians.
- In not allowing any vehicle access from Marina Way, the pedestrian realm becomes more prominent, allow a healthy and continuous pedestrian realm.

Guideline G17 On-site parking location and design should minimize visual impact and provide safe connections for pedestrians…

- The development limits the visual impact of on-site parking, by locating all parking within a parkade. This ensure safe connections for pedestrian above ground.
- Pedestrian connections and walkways have been considered in the parkade areas as well.

Guideline G18 *Attached parking structures, their access and associated components (doorways, ramps, etc.) should be architecturally integrated into the building so as to minimize visual impact to the public realm.*

- The majority of the parking structure is hidden from view. There will be a ramp and overhead door, which are located away from the main entrances to minimize impacts.
- The overhead door is located partway down the ramp, to allow vehicles to pull in front of the gate, safely out of the street and not blocking the sidewalk. This also helps to hide the overhead door from the public realm.

Guideline G19 *All multifamily developments should accommodate sustainable modes of transportation through…*

- Bicycle parking has been provided in excess of the Zoning Bylaw requirements. This has been provided securely within the parkade areas.
- The applicant has also committed to provided 1 Electric Vehicle (EV) charging station per unit, totaling 99 EV stations within the parkade area.

Guideline G20 Designs should respond to Penticton's setting and climate through use of…

- The design of the proposed development emphasizes and encourages indoor/outdoor living through the amount of outdoor space provided, and also by the proximity to Okanagan Lake and Marina Way Beach.
- The applicant has provided further items that were considered in the design of the mechanical and electrical systems, including energy saving features within their DP Analysis attached to staff's report.

Guideline G21 Orientation of buildings should face public spaces (e.g., street and lane) with a preference for ground-oriented types (e.g., a front door for everyone or every business).

- The development faces towards the public realm along both Marina Way and Vancouver Ave, as well as the large public area at Marina Way Beach.

Guideline G22 Massing of larger buildings should be composed of multiple volumes to reduce visual impact on the pedestrian realm.

- The overall development has been designed to reduce the impact on the pedestrian realm. The alternative design (Figure 6) placed a larger mass on top of the townhouses facing Marina Way.
- The tower allows a reduced building footprint, which may reduce the visual impact.

Guideline G23 *Articulation of building mass should include horizontal (minor) setbacks and stepbacks (along upper storeys) to provide visual interest and enrich the pedestrian experience. Balconies and/or cantilevered upper floors may be considered as a means to breaking up massing while promoting overlook and/or weather protection.*

- The proposed development has incorporated balconies throughout to assist in breaking up massing, while providing private amenity space for tenants.

Guideline G24 *Street-facing units should utilize a layering of elements – including but not limited to street-facing entries, stairs, stoops, porches, patios and landscape elements – to create transitions between the public (e.g., street, sidewalk), semi-public (e.g., walkway, ramp, stair), semi-private (e.g., stoop, balcony) and private areas.*

- The design of the townhouses facing towards Marina Way include elements that help to transition from the public sidewalk to the private areas. There are outdoor patio spaces, as well as balconies on the second floor.
- Further, Vancouver Ave includes balconies on lower and upper levels, as well as comprehensive landscaping to help transition.

Guideline G25 Where appropriate, stepped massing should be utilized to transition and improve the relationship between developments of differing scale. In areas where there is an OCP Land Use Designation change, adjacent building heights should not be greater than one-and-a-half storeys higher than existing adjacent development with additional storeys terraced back with a minimum stepback of 3.0 metres.

- As mentioned previously, the proposal includes stepping of buildings to transition through the site.
- The applicant has also considered the different OCP Land Use Designations of 'Ground Oriented Residential' and 'Downtown Mixed Use', and designed the proposal to adhere to both of these designations in their respective areas on the property.

Guideline G27 *Development should activate the public realm (e.g., sidewalks) and shared open spaces by placing active uses at street level.*

- The Marina Way side of the development is designed with active uses (patio) at the street level to increase activation opportunities. There are 8 townhouse units that will front onto Marina Way with front doors, porches and patios.
- An exterior staircase to access the podium amenity level is provided from Marina Way. This staircase is a feature that allows users to experience and overlook the beach and Okanagan Lake as they progress down from the amenity level of the development.

Guideline G28 *Entries should be visible and clearly identifiable from the fronting public street.*

- The building entries are clearly located from both Marina Way and Vancouver Ave. The Marina Way lobby to the tower development is a prominent feature, being 2 storeys in height, and is positioned intentionally to overlook the beach and Okanagan Lake.
- Similarly, the lobby from Vancouver Ave provides windows that look towards the public right of way.

Guideline G29 *Development should orient windows, porches, balconies and patios toward the public realm, allowing for casual overlook of parks, open spaces, and parking areas.*

- As mentioned in previous guidelines, the development overlooks towards the public realm, and utilizes the views available at this location.

Guideline G33 *Water Conservation and Plant Maintenance: Xeriscaping, Irrigation & Mulching*

- All landscaping areas will be watered with a drip system that helps to prevent runoff and provides water directly to the root zone. This helps to limit overwatering in hot summer months.
- There will also be significant soil volume provided on the amenity level to support tree growth.

Guideline G34 *Tree retention…*

- A substantial number of new trees will be planted throughout the development. The development also intends to preserve views to the lake, while allowing for passive shading of deck spaces with larger deciduous and coniferous trees.

Guideline G35 *Tree planting…*

- Trees will be provided along both Marina Way and Vancouver Ave, as well as the amenity level.

Guideline G36 *Habitat: designs should provide for and/or enhance habitat value (e.g., birds, pollinators, etc.) through the use of selected plant material (food & nutrients) and/or structural/grading improvements (e.g., hibernacula, pools, etc.)*

- The landscaping plan allows for functional and useful spaces for passers-by at grade and on the podium amenity level.
- The plant selection will allow for necessary support to pollinator species throughout the year. This is done through consideration for bloom schedule and foliage structure of the planting scheme.

Guideline G37 *Stormwater management: mitigate impacts of runoff by diverting stormwater to infiltration galleries or other appropriate green infrastructure.*

- A substantial depth of soil on the podium amenity level will allow for a significant stormwater retention within landscape areas.
- Other strategies are noted in the applicant's DP Analysis for how stormwater intends to be managed utilizing the landscaping plan.

Guideline G38 *Screening and Buffering…*

- The proposed design includes screening and buffering in compliance with the Zoning Bylaw. This includes landscaping along required property lines, and fencing between properties.

Guideline G39 *Defining the Public- and Private Realms…*

- As mentioned within previous comments, the proposed design offers many opportunities for defining between the public and private realms.
- The proposal also ensure activation and engagement between the two realms.

Guideline G40 *Energy…*

- The landscaping plans support passive cooling provided by shading from landscaping plants (trees and shrubs).
- Privacy screens and prevailing wind have been acknowledged through the placement of deciduous and evergreen plant materials at grade and on the amenity podium.

Guideline G41 *Softscapes…*

- The applicant speaks to meet the BCNLA standards and ensure all planting materials are selected for the ability to support pollinators, support passive cooling, and ensure seasonal variety.

Guideline G48 *Lighting shall be provided for all building entrances, walkways, driveways, parking areas and loading areas and should be sufficient to provide clear orientation, personal safety and site security, including allowing for overlook from adjacent buildings.*

- Exterior lighting will be provided for safety and security at the entrances of all buildings, as well as at ground level homes and to accent and feature landscape areas.

Guideline G54 *Mechanical/Utility cabinets and transformer pads (units) shall be located at the rear of the property, behind the building.*

- The applicant has worked diligently to accommodate the large pad mount transformer that is required to service the development.
- Due to limitations, the pad mount transformer was required to be located outside of the building. To reduce the impact, the pad mount transformer has been located near the vehicle access to the property, and will be screened as permitted with landscaping and wrapped with a decorative film.

Guideline G58 and Guideline G59 *Garbage/recycling areas and other similar structures should be located out of public view in areas that mitigate noise impacts and which do not conflict with pedestrian traffic. Garbage and recycling bins should be contained within screened enclosures that are coordinated with the overall design.*

- The garbage and recycling areas are located within the building. Bins with be located outside temporarily on pick-up days and will be kept in a screened area until they are serviced and can be returned into the building.

Guideline G60 *Clear access to refuse/recycling areas must be provided*

- Garbage and recycling rooms are located within the building and located for ease of access.
- The applicant has also reviewed the proposed designs with a local waste management service provider.

Guideline G61 *Fencing located along a street edge should be low and/or not create a solid barrier (i.e. it should be visually transparent).*

- Fencing and enclosures are anticipated to be permeable.
- Fencing will be lowered along streets so to maintain the connection between the public and private realms.

Guideline G62 *Fencing along the street edge should be supplemented with low profile landscape plantings.*

- All fenced areas at street level are complemented with varying types of layered plantings.

Guideline MF1 All multifamily developments should incorporate community amenity spaces that provide opportunity for recreation and play and address the needs of all age groups likely to reside within the development.

- The proposed development includes a substantial outdoor amenity area on the podium level.
- This includes a variety of recreation items, such as a swimming pool, barbeque area, gym and outdoor green space for residents of any building in the development to utilize.

Guideline MF2 *In an effort to promote community and social sustainability, multifamily developments should exhibit a preference for courtyard forms with views into them from ground oriented ground floor units.*

- Although the amenity area is not located at ground level, the amenity podium allows for views towards it from the Vancouver Ave and Marina Way units.

Guideline MF3 *Amenity spaces should incorporate vegetation for the purposes of active and passive recreation and/or visual interest, and incorporate safe play areas in interior courtyards.*

- The outdoor amenity space is designed with a variety of landscaping and areas to be utilized by residents.

Guideline MF4 *Visitor parking…*

- All parking is located within the parkade, but will be easily accessible once drivers have entered the parkade.
- Visitor parking will be clearly marked.

Guideline MF5 *Electric vehicle charging stations should be provided in larger developments.*

- Electrical vehicle stations are provided at a ratio of 1 per unit.

Guideline MF6 *Entrances to apartment lobbies should be connected to adjacent sidewalks and provide seating, as well as clear pedestrian-oriented signage. Public art is also encouraged.*

- Each building lobby is connected to the adjacent sidewalk with walkways.

Guideline MF7 *Minimize shadowing on adjacent parks, public and private open spaces and priority pedestrian facilities*

- Shadow impacts on adjacent public areas are lessened through several strategies that the applicant has identified within their DP Analysis.

Guideline MF8 *Pay special attention to preserving or enhancing public views by:*

- As mentioned in previous comments, the applicants have considered views throughout the entire design process to ensure views are preserved and maintained.

Guideline MF9 *To increase their attractiveness, taller buildings should demonstrate…*

- The applicant has indicated within their DP Analysis provided that the development will use a variety of attractive and durable cladding as well as colour to create a quality design suitable for the prominent location.
- The tower will also use wood toned and grey and white paneling in varying combinations to create interest along with glazing patterns.

Guideline MF10 *To create a positive street presence and contribution to the public realm…*

- The tower has been designed with a podium for amenity space on the 'third floor'.
- The Marina Way frontage also utilizes 2 storey townhouse units, as a way of providing pedestrian-scaled units at grade.

Guideline DT4 and DT5 *Awnings and canopies are encouraged on all buildings with street-oriented retail at grade to form a sheltered environment for pedestrians. Other commercial, and multifamily apartment residential uses shall have awnings overtop of main entrances.*
Awnings and canopies should be designed an extension of the architectural expression of the building façade.

- Canopies are proposed at each building entrance to provide shelter at the entranceway.
- The canopies are also provided as an architectural feature on the fronts of each building.

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April 25, 2022

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To whom it may concern:

Subject: DP Analysis – 236 Marina Way, Penticton "BEACH HOUSE"

PROJECT OVERVIEW

The proposed development branded as "BEACH HOUSE" is designed to appeal to a diverse cross section of individuals by including the amenities, functionality and aesthetics that enrich a residential offering while being deeply embedded within the South Okanagan context and the lifestyle offered by the area. The project has been carefully planned to respect its unique and steeply sloping site that provides a street-oriented exposure on Vancouver Avenue to the south as well as virtual lakefront exposure on Marina Way to the north. The objective of the project is to develop a highly livable community within a complimentary triad of tower, low rise and townhouse living options, all linked by a generous outdoor amenity space above a concealed two level parkade. Common to all homes, regardless of their location within the development, will be access to mountain and/or lake views in the surrounding area. To enhance the sense of community and to connect the low rise and tower components, the generous amenity level set atop the parking podium will feature a variety of outdoor spaces with views of the lake and that support active and quiet uses. Other development objectives include being a considerate neighbour by the preservation of existing views to the greatest degree possible, an iconic architectural design that is worthy of this special location, providing connectivity to the lakefront for all residents as well as an enjoyable public realm that is seen as a positive contribution to the community of Penticton.

SITE & ZONING

Located at 236 Marina Way the proposed development is unique in its siting as it stretches from the southern frontage along Vancouver Avenue northward to the southern edge of Marina Way along the lakefront. The zoning for this site is C9, a zone whose purpose is to direct development along the beautiful Okanagan Lake waterfront. This zone permits uses such as apartment, townhome development and vacation rentals – all of which are proposed within the Beach House development.

The site slopes down approximately 11m from Vancouver Avenue towards Marina Way. The proposed development incorporates slope adaptive design by nestling two parking levels into the slope and then situating the residential buildings above and along the north edge to fully conceal the parkade.

Beach House consists of three residential offerings with a combined 101 homes. An 8 story tower sits at the north west area of the site above a row of 8 two story townhomes that face Marina Way. On the south side of the site, a linear 4 storey building faces

Vancouver Avenue. Combined, the project proposes an FAR of 1.75 as permitted in the C9 zone.
The site is covered by two differing sections of Penticton's Official Community Plan (OCP). The northern portion falls under the Downtown Mixed Use future land use zone and the southern portion falls under the Ground Oriented Residential future land use zone.

DEVELOPMENT VARIANCE

While nearly all bylaw requirements have been met or exceeded, a height variance is requested. The Marina Way building, while aligned with the Official Community Plan allowance of 10 storeys for the Downtown Mixed Use Zone, exceeds the 24m height limit of the C9 zone. The reason the height limit has been exceeded is as a result of shaping the allowable FAR of 1.75 into a taller, but more slender point tower volume that lessens shadow impacts and allows for better access to views around it as compared to a lower but bulkier building form. The height of the Marina Way building is not out of place as it is the culmination of a transition in height beginning with the two storey townhomes followed by the 4 storey Vancouver Ave building that is located at the highest part of the site.

DEVELOPMENT ANALYSIS

A comprehensive development analysis has been included with the development application – some of the highlights of the analysis include:

- Slope adaptive design allows for the 2 level parking structure to be partly buried into the slope and concealed by homes on top and in front. This approach enables the development to truly prioritize the pedestrian experience.

- Locating the tallest building at the lowest part of the site lessens its impact on views and step backs at the podium and roof levels serve to reduce the building mass.

- Dividing the allowable 1.75 FAR into varying building volumes with space between them creates a generously landscaped outdoor amenity area with a stair connection to Marina Way. This approach also supports the preservation of views for the neighbouring property – Lakeview Terraces.

- Ground oriented homes at both the Vancouver Avenue and the Marina Way sides are sensitively designed to enrich and activate the public realm and have outdoor space that uses gentle terracing and landscaping to support the transition from public realm to private space.

- A site-specific design approach includes light, reflective cladding accented by wood toned and stone elements set within landscaping that incorporates native

or adaptive plant species, all of which are appropriate to the South Okanagan area.

Sincerely,

Kasian Architecture Interior Design and Planning Ltd

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To whom it may concern:

Subject: DP Analysis – 236 Marina Way, Penticton "BEACH HOUSE"

PROJECT OVERVIEW

The proposed development has been branded as "BEACH HOUSE" and is designed to appeal to a wide cross section of individuals by including the amenities, comforts, functionality and aesthetics that enrich a residential offering while being deeply embedded within the South Okanagan context and the lifestyle that living there offers. The project has been carefully considered to respect its unique and steeply sloping site that provides a street-oriented exposure on Vancouver Avenue to the south as well as virtual lakefront exposure on Marina Way to the north. The objective of the project is to develop a highly livable community within a complimentary triad of tower, low rise and townhouse living options, all linked by a generous outdoor amenity space above a concealed two level parkade. Common to all homes, regardless of their location within the development, will be access to mountain and lake views in the surrounding area. To enhance the sense of community and to connect the low rise and tower components, the generous amenity level set atop a podium will feature a variety of outdoor spaces with views of the lake and that support active and quiet uses.

SITE & ZONING

Located at 236 Marina Way the proposed development is unique in its siting as it stretches from the southern frontage along Vancouver Avenue northward to the southern edge of Marina Way along the lakefront. The zoning for this site is C9, a zone whose purpose is to specifically direct development along the beautiful Okanagan Lake waterfront. This zone permits uses such as apartment, townhome development and vacation rentals – all of which are proposed within the Beach House development.
The site slopes down approximately 11m from Vancouver Avenue towards Marina Way. The proposed development incorporates slope adaptive design by nestling two parking levels into the slope and then situating the residential buildings above and along the north edge to fully conceal the parkade.

Beach House consists of three residential offerings with a combined 101 homes. An 8 storey tower sits at the north west area of the site above a row of 8 two story townhomes that face Marina Way. On the south side of the site, a linear 4 storey building faces Vancouver Avenue. Combined, the project proposes an FAR of 1.75 as permitted in the C9 zone.

The site is covered by two differing sections of Penticton's Official Community Plan (OCP). The northern portion falls under the Downtown Mixed Use future land use zone and the southern portion falls under the Ground Oriented Residential future land use zone.

DEVELOPMENT PERMIT ANALYSIS

The following summary demonstrates how the Design Guidelines of Penticton's Official Community Plan have been addressed in the design of the proposed development.

SITE PLANNING

DESIGNING IN CONTEXT

G1. Prior to site design, analysis shall be undertaken to identify significant on-site and off-site opportunities and constraints, including built and natural elements (e.g., structures, slopes and drainage, significant landscape features, etc.)

The site slopes down approximately 11m from Vancouver Avenue towards Marina Way. The proposed development incorporates slope adaptive design by nestling two parking levels into the slope and then situating the residential buildings above and along the north edge to fully conceal the parkade.

G2. Applications shall include a comprehensive site plan – considering adjacent context for building and landscape architectural design and neighbourhood character analysis – to demonstrate that the development is sensitive to and integrated within its context and surrounding uses and neighbours.

• All site / landscape plans should incorporate the boulevard.

The site plan shows how the buildings on the site have been located to reduce the impact on the views of the neighbouring property to the east. Furthermore, the buildings are set back generously from the west property line in consideration of any future development to the west.

The landscape on podium level has been incorporated to provide privacy for both properties. A "green screen" of columnar trees will provide a soft visual barrier to adjacent amenity spaces and provide privacy for both properties.

G3. Private and semi-private open spaces should be designed to optimize solar access

Balconies and patios as well as the shared outdoor amenity space have been located to allow for solar access. The outdoor pool has been situated to take advantage of passive solar heating.

G4. Views through to the mountains and the lakes should be carefully considered and incorporated into the design of new development.

The two buildings on the site have been placed and oriented so that one does not block the views of the other. Furthermore, their placement has been chosen to reduce the impact on the views of the neighbouring property to the east – Lakeview Terraces. The tallest building is situated on the lowest part of the site to lessen the impacts on views from properties to the south. The lobby of the Vancouver Avenue building has been designed to permit views through it from Vancouver Avenue towards the outdoor amenity space and the lake beyond. Additional views towards Lake Okanagan will be preserved at the west end of the Vancouver Avenue building.

FRAMING SPACE

G5. Siting of buildings should support strong street definition by minimizing front yard setbacks while sensitively transitioning to neighbouring building setbacks.

The Vancouver Avenue building is located close to the front setback line to maintain the street definition of this more urban side of the site and the scale and proportions of this building relate well to surrounding low rise properties. Homes located close to street level are designed with landscaped outdoor spaces and connected by stairs to the sidewalk when the grade starts to fall on the west side of the site. The Marina Way face has a generous zone of landscaping between the front of the townhomes and the street to echo the park like setting of that side of the site.

G6. Building placement and orientation should respect significant public water, mountain and ridgeline views.

The two buildings on the site have been placed and oriented so that one does not block the views of the other. Furthermore, their placement has been chosen to reduce the impact on the views of the neighbouring property to the east. The tallest building is situated on the lowest part of the site to minimize impacts on views from properties to the south. The lobby of the Vancouver Avenue building has been designed to permit views through it from Vancouver Avenue towards the outdoor amenity space and the lake beyond. Additional views towards Lake Okanagan will be preserved at the west end of the Vancouver Avenue building.

G7. All designs shall consider Crime Prevention Through Environmental Design (CPTED) principles and balance the reduction of crime and nuisance opportunities with other objectives to maximize the enjoyment of the built environment.

The design incorporates the following measures in alignment with CPTED principles:

- **Secure overhead doors at the parkade entrance with video surveillance.**
- **Building lobbies are highly visible from major streets.**
- **Main entry fob security control and video surveillance at resident access points is anticipated.**
- **Ground oriented homes on both Marina Way and Vancouver Avenue provide "eyes on the street" to lessen incidents of vandalism and graffiti.**
- **An exterior stair that provides a connection from the outdoor amenity area to Marina Way will be secured for use by residents only.**
- **Lighting will be provided at outdoor amenity areas and building entrances.**
- **The outdoor amenity area benefits from visual surveillance from the two buildings proposed.**

PRIORITIZING PEDESTRIANS

G11. Barrier-free pedestrian walkways to primary building entrances must be provided from municipal sidewalks, parking areas, storage, garbage and amenity areas.

Barrier free access has been designed to all areas noted.

G12. Where feasible, indicate pedestrian ways with continuity of paving treatments/paving materials.

The ground floor homes are connected to city boulevard spaces with individual entries. These pathways contribute to a feel of 'ground orientation' for the townhome/condo homes at grade. In addition, careful thought has been given to the design of pedestrian flow on the amenity level at through access down to Marina way off the podium in a cascading feature stairway.

G13. Entry to ground-level residential units should be no more than 1.8m (6.0 ft.) above the grade of adjacent public sidewalks and walkways

The entries to the 8 townhomes facing Marina Way are no higher than the limit indicated. Because of the steeply sloping sidewalk on Vancouver Avenue, the entries to the lowest level homes are located inside the building so that barrier free access is achieved.

G14. The outdoor space of a residential unit should be raised no more than 1.2m (3.9 ft.) above adjacent public sidewalks and a "front stair" pedestrian connection shall be provided (see Figure 5-2).

The outdoor space of the townhomes facing Marina Way are no higher than the limit indicated and front stairs have been provided.

Two of the homes at the lowest level of the Vancouver Avenue building meet this requirement but due to the steep slope of Vancouver Avenue the others do not. An exterior stair connection to the sidewalk has been provided to all lower level homes.

G15. Fencing facing an active public realm should be lowered and transparent or semi-transparent.

All fencing will be permeable and limited to spaces that require clear separation or have a grade issue. Non-combustible picket fence or glass rail is contemplated for these areas where fencing may be required. Privacy fencing between adjacent properties will be a solid wood fence of strong construction.

CARS AND PARKING

G16. Site and building access must prioritize pedestrian movement, minimize conflict between various modes of transportation and optimize use of space:

• Off-street parking and servicing access should be provided from the rear lane (where one exists) to free the street for uninterrupted pedestrian circulation and boulevard landscaping (see Figure 5-4).

• Where possible, shared automobile accesses should be considered to optimize land use, and to reduce impermeable surface coverage and sidewalk crossings.

Pedestrians are prioritized in this development. One access point to the enclosed parkade is discreetly located on the lowest part of the Vancouver Avenue side of the site, at a distance from the building entrance in order to minimize conflict between pedestrians and vehicles. The Marina Way side of the site is not provided with any vehicular access in order to support a healthy and continuous pedestrian realm on that side of the development.

G17. On-site parking location and design should minimize visual impact and provide safe connections for pedestrians:

• Parking between the front of buildings and the street is not permitted.

• Parking should be located at the rear of buildings/sites.

• Shared parking (where varying uses have parking demands that peak at different times of the day) is encouraged to reduce parking requirements.

• Outdoor surface parking areas should incorporate pathways that provide safe, accessible and comfortable pedestrian connections to entries/destinations.

All parking for this development is enclosed within a two level parking structure that is concealed from view by the residential buildings in front and above it.

G18. Attached parking structures, their access and associated components (doorways, ramps, etc.) should be architecturally integrated into the building so as to minimize visual impact to the public realm.

The majority of the parking structure is concealed from view by the residential buildings in front and above it. The ramp and overhead door access are located away from building entrances. The overhead door is located partway down the ramp where its visual impact on the public realm is minimized.

G19. All multifamily developments should accommodate sustainable modes of transportation through:

• Provision of bike parking and/or safe storage of alternative transportation/ mobility equipment (bikes, mobility scooters, etc.).

• Provision of electric vehicle charging stations.

• Internal circulation and/or upgrades to adjacent rights-of-way to accommodate alternative transportation (e.g., multi-use pathways, separated bike lanes, etc.).

Bicycle and mobility equipment storage in excess of the quantity stipulated in the by-law has been accommodated in the design. The development will also include 101 electric vehicle charging stations within the parkade – enough for 1 per home.

ARCHITECTURE

DESIGN FOR CLIMATE

G20. Designs should respond to Penticton's setting and climate through use of:

• *passive solar strategies;*

• *optimized placement of windows to maximize natural light;*

• *energy-efficient building design;*

• *passive solar principles;*

• *landscape design and plantings that provide cooling through shade in summer months;*

• *selecting roof materials to minimize heat loading and increase reflectivity; and,*

• *strategies for cross-ventilation.*

The architectural design for the Beach House development places a focus on indoor / outdoor living to support healthy lifestyles. Every home has a generous balcony or terrace and all homes share access to a large outdoor amenity space on the podium that supports a variety of active and passive uses.

The homes and common areas are designed with extensive glazing in order to support access to natural light and views, while deep balconies provide weather protection and shading that will support passive cooling in the summer months.

Each home will be provided with operable windows for natural ventilation.

The mechanical and electrical systems include a number of energy saving features:

- **Highly efficient VRV (Variable refrigerant volume system(s)) will provide heating and cooling throughout the building(s) using state of the art heat pump technology.**
- **Heat pump Make-Up Air units complete with gas backup heat will be utilized to efficiently deliver fresh, tempered air to corridors.**
- **Each suite will be equipped with an Energy Recovery Ventilator to pre-temper the fresh air entering the building.**
- **Low flow plumbing fixtures will be utilized throughout the building to reduce water use and water heating requirements.**
- **A 96% efficient gas fired water heating plant will deliver heated water throughout the buildings.**
- **Energy efficient LED lighting will be used throughout the project.**

Planting at Amenity levels will be irrigated and excess water captured in a 'nilex j-drain' system that preserves 25mm of stormwater or irrigation run-off for additional root access for plant materials.

Plant materials will include Native and adaptive materials available in the southern Okanagan.

Careful placement of trees has been considered for all homes and this will provide passive shading for outdoor spaces.

Native or adaptive species will be used in combination with attractive gravel materials to create a landscape that is appropriate to the Southern Okanagan.

Roofing and cladding materials will be selected in lighter tones to increase reflectivity.

FRIENDLY FACES, FRIENDLY NEIGHBOURS

G21. Orientation of buildings should face public spaces (e.g., street and lane) with a preference for ground-oriented types (e.g., a front door for everyone or every business).

The buildings on the site are oriented to public streets with pedestrian entrances to the development on both Marina Way and Vancouver Avenue. Eight townhouses face Marina Way and each of them has a primary entrance facing that street. On the Vancouver Avenue building face, the homes at the lowest level have a secondary access point that faces the street and has an exterior stair that connects with the sidewalk.

G22. Massing of larger buildings should be composed of multiple volumes to reduce visual impact on the pedestrian realm.

The permitted FAR of 1.75 has been shaped into multiple volumes to reduce visual impact on the pedestrian realm. The Marina Way building sets back twice to lessen its visual impact on the pedestrian realm. The first set back is at the 3rd storey where the building is setback from the ground oriented townhomes. The second setback is at the penthouse level. The mechanical level above the penthouse is set back even further and will not be visible from street level.

Similarly, the Vancouver Avenue building sets back at the 4th floor penthouse level as well as at the roof to minimize the impact of the rooftop mechanical units.

G23. Articulation of building mass should include horizontal (minor) setbacks and stepbacks (along upper storeys) to provide visual interest and enrich the pedestrian experience. Balconies and/or cantilevered upper floors may be considered as a means to breaking up massing while promoting overlook and/or weather protection.

As noted in response to item G22, multiple levels of setbacks for each building provide visual interest. Variation in the balcony configuration and placement are employed as a means to break up the mass of the Marina Way building as is the variety of materiality proposed.

G24. Street-facing units should utilize a layering of elements – including but not limited to street-facing entries, stairs, stoops, porches, patios and landscape elements – to create transitions between the public (e.g., street, sidewalk), semi-public (e.g., walkway, ramp, stair), semi-private (e.g., stoop, balcony) and private areas.

The design of the townhouses facing Marina Way includes a number of elements that support the transition from the public to the private realm. Walkways for each home connect to the sidewalk before rising a few steps to the private outdoor patio. Each elevated patio is surrounded by a low wall or fence and buffered with landscaping to create semi-privacy for residents but also visual interest for passers by. The front entrance to the townhomes is set back from the patio under the second floor overhang that creates a porch. The second floor of the townhome also has a balcony facing the street that enhances the street level activation and visual interest for passers by.

G25. Where appropriate, stepped massing should be utilized to transition and improve the relationship between developments of differing scale. In areas where there is an OCP Land Use Designation change, adjacent building heights should not be greater than one-and-a-half storeys higher than existing adjacent development with additional storeys terraced back with a minimum stepback of 3.0 metres. (see Figure 5-6).

Stepped massing is utilized in this proposal to transition up from surrounding buildings. The 4 story Vancouver Avenue building matches the height of the neighbouring building to the east before it sets back to the mechanical level above. It assists with the transition in height to the Marina Way building which being situated at the lowest part of the sloping site, appears only 3 storeys higher.

G26. Building designs should minimize impacts on the privacy of adjacent dwellings, including private open spaces.

The location of the buildings on the site have been chosen to optimize views for residents in that one building does not block the views of the other. The siting of the buildings also preserves as much of the lake view as possible for the neighbouring building to the east. Planting and screening along the eastern edge of the amenity level will support the privacy of west facing homes of the neighbouring property.

EYES ON THE STREET

G27. Development should activate the public realm (e.g., sidewalks) and shared open spaces by placing active uses at street-level.

The Marina Way side of the development is designed with active uses at street level for its full length. Eight townhomes as well as the building lobby are situated facing the street with front doors, porches, and patios to provide visual interest. An exterior stair for residents provides connectivity from the podium level amenity space to Marina Way and the beach and park beyond. The Vancouver Avenue side of the site is designed in a similar fashion with the building lobby and lower floor homes facing the street. Due to the grade sloping down steeply from east to west the lowest level homes are set above the sidewalk but terraced landscaping and a stair will be provided to each home to encourage further activation.

G28. Entries should be visible and clearly identifiable from the fronting public street.

The building entries are legible and visible from the adjacent streets. The entrance to the Marina Way building is two storeys in height and has a large overhanging canopy to signify the entrance. Similarly the entrance to the Vancouver Avenue building is also signified by a large canopy. The lobby of the Vancouver Avenue building has windows on the north side that allow passers by to see directly through the lobby and towards the amenity space and lake views beyond.

G29. Development should orient windows, porches, balconies and patios toward the public realm, allowing for casual overlook of parks, open spaces, and parking areas (see Figure 5-7).

There is no part of the public realm adjacent to this development that is not intended to be visible from the homes or the amenity areas of this development.

G30. Extensive blank walls (over 5m in length, and including retaining walls) along the street should be avoided.

Walls of this kind are minimal and limited only to the parkade overhead door and the waste/ recycling room that face Vancouver Avenue.

G31. Provide screening (e.g., varied materials/textures, murals, greenwalls or vines) on solid walls that exist as a function of an internal program (e.g., for privacy, merchandising, etc.).

Screening in the form of planting or cladding with varied textures will be provided at the referenced locations as required.

LANDSCAPE ARCHITECTURE

DESIGN WITH NATURE

G32. Stream and Riparian Protection (see Riparian DPA section) • Sites adjacent to creeks, lakes and wetlands should retain or enhance fish and/or riparian habitat, through: » Retention, enhancement and restoration of trees and shrubs that shade streams and stabilize soil, with a preference for native species; » Management of post-development total yearly flow, magnitude (in individual events), and duration to mimic pre-development conditions; and, » Management/restriction of access to protect stream banks and meet Riparian Area Regulations (RAR).

This project is across from Lake Okanagan. Because we are neighbouring a developed and disturbed riparian zone, our project will be designed to match more of the urban realm of the city of Penticton. That said – care will be taken to include pollinator species of plant materials to support birds and insects through the perimeter plantings and podium level. Landscape areas will be designed in a way that promotes low water use and utilizes drip irrigation to help prevent evapotranspiration at heightened rates during the summer months.

G33. Water Conservation and Plant Maintenance: Xeriscaping, Irrigation & Mulching • Employ xeriscaping principles (see Glossary) in landscape design that reduce the need for supplemental water from irrigation. • Employ strategies such as stormwater management reuse (including rain gardens and water reclamation) to minimize impact on infrastructure and the use of potable water. • Encourage landscaping using native drought-tolerant plant species rather than water-hungry varieties. • All trees and vegetated landscaping should be irrigated using a sub-surface irrigation system, programmed to maximize efficient water use (e.g., drip irrigation). • Where appropriate, increased depth of top soil is recommended as a means to retain water and ensure more drought-tolerant landscapes. • Trees should be planted to provide shading for shrubs and grasses and south and west faces of buildings. • Where appropriate, mulching may further reduce irrigation demand by retaining soil moisture.

All landscaped areas will be watered through a drip system that prevents major runoff and provides water directly to the root zone. This helps prevent water loss in summer months. In addition there will be significant soil volume on the amenity level to support tree growth. The parking structure is set at an elevation to allow for maximum soil in all landscape zones. We expect for major stormwater detention to happen in soils depths that can exceed 1.0m in some areas.

ENHANCE THE URBAN FOREST

G34. Tree retention • New development should retain, where possible, existing mature and native trees and protect their root systems; • Pre- and post-development tree surveys are required must be undertaken.

A substantial number of new trees will be planted on this development. The strategy is to preserve views to the lake, whilst allowing for passive shading of deck spaces with larger deciduous and coniferous trees.

G35. Tree planting • Where space permits, landscaped areas, boulevards and setback areas adjacent to streets should be planted with trees with appropriate soil volumes to ensure longevity. • All areas with planted trees must be irrigated • All development fronting a public street shall plant a landscaped area fronting the public road with regularly spaced street trees no further than 10 metres apart, and at least 2.5 meters tall at the time of planting. • The planting of additional trees is strongly encouraged, particularly if existing trees cannot be preserved, in order to maintain and expand the urban forest canopy.

Trees will be provided both at grade along Vancouver Ave. and Marina Way – and also around the amenity podium. See landscape plans for further elaboration of the tree/urban forestry strategy.

FUNCTIONAL USE OF LANDSCAPES

G36. Habitat: designs should provide for and/or enhance habitat value (e.g., birds, pollinators, etc.) through the use of selected plant material (food & nutrients) and/or structural/grading improvements (e.g., hibernacula, pools, etc.).

The landscape proposal allows for functional, beautiful and useful spaces for people at grade and on the podium 'bench' level. In addition – care in plant selection will allow for necessary support to pollinator species throughout the year. This will be done through consideration for bloom schedule, and foliage structure of the planting scheme.

G37. Stormwater management: mitigate impacts of runoff by diverting stormwater to infiltration galleries or other appropriate green infrastructure.

A substantial depth of soil on podium will allow for significant stormwater detention within landscape spaces. In addition a "j-drain" system over waterproof membranes will capture and store/detain an additional 25mm of stormwater that cannot be absorbed in soil zones.

G38. Screening & Buffering

• Where appropriate (and in consideration of FireSmart principles and native ecosystems), screen walls and/ or landscape buffers (e.g., berms, shrub beds, hedges and/or trees) should be used to manage transitions and/or conflict between incompatible uses (e.g., industrial uses and/or parking);

• Buffer design should complement neighbourhood character and landscape setting (refer to "Materials Selection – Hardscapes and Softscapes")

• Notwithstanding the screening regulations in the Zoning Bylaw , landscape buffers should be utilized to reduce the visual impact of service areas and surface parking, including:

» Planting between internal collectors (not used for direct access to parking stalls) and aisles that provide direct access to parking stalls;

» Planting at the end of aisles;

» Planting between each block of 4 parking spaces; and,

» Planting around utility kiosks, containers and/or dumpsters

Care and attention will be given to screening utilities and other functional aspects of the development. Visual impacts to residents and surround properties are being taken into consideration. All garbage zones are below grade, parking and other ancillary elements are below grade. All landscape zones will be irrigated and allow for easy access by fire dept. adjacent or edge spaces between properties will be treated with non-combustible landscape elements.

G39. Defining the Public- and Private Realms

• Clearly signaled transitions between the public (e.g., street, sidewalk), semi-public (e.g., walkways, ramp, stair), semi-private (e.g., stoop, balcony) and private (e.g., entry) realms shall be clearly defined to enhance both the privacy of residences and the pedestrian experience, and may include:

» Landscape terracing (e.g., grading, retaining);

» Structures (e.g., fences, pergolas, trellises),

» Planting (e.g., low hedges) and/or

» Changes in surfacing materials.

The design of the project has been done to subtly indicate the transition between public and private realm. The ground oriented homes have a grade separation and landscape buffer. In addition gates and low permeable fence is provided so that there is no ambiguity between public and private domain. In addition – access to the podium level is made through the portal in the centre of the project. A cascading stairway welcomes visitors and residents to the amenity deck. The access will be secured through gate which will have fob or resident key access only. This gate is integrated into the design so as to not be visually disruptive, but more subtle in the way that is addresses the street.

G40. Energy

• Landscape designs should support shading strategies (passive cooling) with deciduous plantings that allow increased solar gain in winter months;

• Landscape designs should accommodate windbreaks (perpendicular to the direction of winter prevailing winds) to reduce heat loss in winter.

Landscape designs do support passive cooling through shading. Privacy screens and prevailing wind has been acknowledged through the placement of deciduous and evergreen plant materials at grade and on the amenity podium.

MATERIALS SELECTION – SOFTSCAPES AND HARDSCAPES

G41. Softscapes

• Plant materials (size) and planting densities should be designed to meet and exceed the British Columbia Landscape and Nursery Association (BCLNA) Standards;

• Landscape designs should consider opportunities for seasonal interest (e.g., colourful foliage and/or flowering at various times of the year). • Structural diversity in plant palette composition – including combinations of groundcovers, shrubs of various heights and trees – is encouraged.

• Landscape design shall consider aesthetic qualities, plant suitability and soil volumes to ensure "right plant, right place" and to maximize growth to maturity of plants and trees.

• Plant selection should emphasize local/native plants and/or similarly hardy/well-adapted plants to Penticton's desert climate.

• Invasive species are prohibited.

• Synthetic turf is prohibited.

All plant materials are in conformance with BCNLA standards and have been selected for ability to support pollinators, promote passive cooling, and ensure seasonal variety. Although there is a desire for synthetic lawn on the amenity level – we acknowledge the prohibition and if there is no flexibility in this regard – a fully natural turf space will remain. A variety of plant materials are anticipated for colour, structure and seasonal interest: Fall, Winter, Spring, Summer.

G42. Hardscapes

• Material selection should reflect an extension of overall functional design and should emphasize local, natural, climate appropriate materials.

• Landscape construction should prioritize robust, durable and easily-maintained materials.
• Retaining walls should use natural-looking textures and natural colours.

• Colours should complement Penticton's natural setting and associated palette.

• Minimize the use of impervious surfaces and/or incorporate rainwater management strategies where surface runoff is captured.

• Where feasible, minimize the use of low albedo (heat-absorbing) surfacing materials to reduce heat island effect (i.e., use lighter-coloured, more reflective materials).

All hardscape materials are in muted colour tones and compliment the building architecture. Many hard surfaces are drained through direction to soft landscape and then to a redundant mechanical drainage system. All materials are selected for low albedo characteristics to reduce urban heat island effects.

SPECIAL CONSIDERATIONS

LIGHTING

G48. Lighting shall be provided for all building entrances, walkways, driveways, parking areas and loading areas and should be sufficient to provide clear orientation, personal safety and site security, including allowing for overlook from adjacent buildings.

• The scale and intensity of lighting should be adapted to its setting and application:

• Lighting design shall prioritize pedestrian-scaled lighting while ensuring vehicular access and parking is sufficiently lit for safe maneuvering;

• Light fixtures should utilize "cut-off" (zero intensity at or above an angle of 90°) luminaries to minimize glare;

• Warmer light sources (<4000k) are strongly encouraged.

Exterior lighting will be provided at all building entrances, (pedestrian and vehicular) at ground level homes and to feature certain landscape areas. Lighting design is not complete but will follow the principles noted.

G49. Minimize light pollution through the use of full cut-off lighting, avoiding light reflectance, and directing lighting downwards. Exceptions may be made for signage and architectural lighting (e.g., enhancing special features or aesthetic qualities).

Lighting design is not yet complete, however, these principles will be followed.

G50. Avoid lighting that illuminates streams, wetlands, lakes and other natural areas.

Lighting design is not yet complete, however, these principles will be followed.

G51. Avoid negative light impacts on neighbours.

Lighting design is not yet complete, however, these principles will be followed.

SIGNAGE

Signage design is not yet complete, but will be minimal and complement the precedents established by the architectural and landscape design.

UTILITIES, MECHANICAL SERVICES AND SERVICING

G54. Mechanical/Utility cabinets and transformer pads (units) shall be located at the rear of the property, behind the building.

To the greatest degree possible, mechanical and electrical utilities will be located inside the parkade or on the roof of the buildings where they will be set back from the edge and screened to minimize visual impact.

G55. Where this is unachievable, units may be located at the edge of the front yard and must be incorporated into landscaped areas and screened from the street.

Although the design of the mechanical and electrical systems is not yet complete, there are no plans to locate any equipment at or near the street.

G56. Units shall not obstruct private views onto public space that might otherwise provide safety through passive surveillance.

Although the design of the mechanical and electrical systems is not yet complete, there are no plans to locate any equipment where it will obstruct private views onto public space.

G57. Units shall not be installed in in riparian setbacks (SPEA) and Environmental Protection areas

Although the design of the mechanical and electrical systems is not yet complete, there are no plans to locate any equipment in any of these specific areas.

WASTE MANAGEMENT

G58. Garbage/recycling areas and other similar structures should be located out of public view in areas that mitigate noise impacts and which do not conflict with pedestrian traffic.

G59. Garbage and recycling bins should be contained within screened enclosures that are coordinated with the overall design.

Garbage and recycling rooms are located within the building. Bins will be located outside temporarily on pick up day and will be kept in a screened area until emptied and then returned to the building.

G60. Clear access to refuse/recycling areas must be provided.

Garbage and recycling rooms are located within the building in close proximity to the building exterior. Bins will be located outside temporarily on pick up day and will be kept in a screened area until emptied and then returned to the building. This approach has been reviewed with a local waste management service provider.

FENCES

G61. Fencing located along a street edge should be low and/or not create a solid barrier (i.e. it should be visually transparent).

Fencing and enclosures are anticipated to be permeable – vertical picket in aluminium, or glass rail where appropriate. Where possible – barriers are provided through grade change to limit the need for railings and fencing. The design concept is one of overall "flow" from space to space and vertical impediments are removed where possible.

G62. Fencing along the street edge should be supplemented with low profile landscape plantings.

All fenced areas at street level are complimented with layered plantings of broad-leafed evergreens, deciduous shrubs, ground cover, and trees. Subtle lighting will be incorporated at key points to accentuate dramatic effects of planting in evening hours. All light is dark sky compliant and directed interior to the property.

G63. All plans should show intended fencing.

Please see attached landscape plans for fencing locations and character.

MULTI-FAMILY RESIDENTIAL DEVELOPMENT PERMIT AREA

FRAMING SPACE

MF1. All multifamily developments should incorporate community amenity spaces that provide opportunity for recreation and play and address the needs of all age groups likely to reside within the development.

An extensive outdoor amenity area covering the space between the two buildings has been incorporated at the roof of the parkade. With a swimming pool and a mix of shared and private landscaped areas it will accommodate active and passive uses. The design of the amenity area also supports connectivity across the development. Residents in the Vancouver Ave building can access the amenity level from their lobby and use it to cross the site and connect down to Marina Way using the outdoor stair at the north side of the development. A small, enclosed amenity area adjacent to the pool will house a gym, washrooms and changerooms as well as a bookable office area to support remote workers.

MF2. In an effort to promote community and social sustainability, multifamily developments should exhibit a preference for courtyard forms with views into them from ground-oriented ground floor units.

Although not located at ground level, the outdoor amenity space is in effect a courtyard surrounded on two sides by the buildings in this development and on the third by the neighbouring building, Lakeview Terraces. This amenity area is visible from a large number of homes that face into it. Several homes in each building have private terraces at the same level as the outdoor amenity space from which residents can view and access the shared space – in effect, a ground oriented home.

MF3. Amenity spaces should incorporate vegetation for the purposes of active and passive recreation and/or visual interest, and incorporate safe play areas in interior courtyards

The outdoor amenity space on top of the podium uses a variety of hard and soft landscaping to define activity zones, delineate circulation pathways, create visual interest for building residents and provide screening of private residential terraces. An open lawn can be used for lounging or unstructured play.

PARKING

MF4. Visitor parking should be:

• in public view,

• easily accessible near the main entry to the site, and

• clearly indicated by pavement markings and/or signs

All parking is enclosed and so the visitor parking will not be in public view from the street but will be easily accessible once drivers have entered the parkade. Visitor parking spaces will be marked with line painting and/or signage.

MF5. Electric vehicle charging stations should be provided in larger developments.

101 electric vehicle charging stations will be provided – enough for one per home.

ATTRACTIVE ENTRIES

MF6. Entrances to apartment lobbies should be connected to adjacent sidewalks and provide seating, as well as clear pedestrian-oriented signage. Public art is also encouraged.

Each building lobby is connected to the adjacent sidewalk, and seat walls bordering landscaped areas can be used as seating. Signage design is not yet complete, but guidelines will be followed where applicable.

TALL BUILDINGS

MF7. Minimize shadowing on adjacent parks, public and private open spaces and priority pedestrian facilities.

Shadow impacts on adjacent public areas are lessened by employing a few different strategies:

- **Shaping the mass into multiple building forms and allowing for space between them (as opposed to one large mass at Marina Way)**
- **Locating the Vancouver Avenue building at the south end of the site where its shadow falls mostly on the development itself.**
- **A small, point tower floor plate of just over 6300sf lessens the shadow impact of the Marina Way building.**

MF8. Pay special attention to preserving or enhancing public views by:

• providing public places with significant views that are visible and accessible from adjacent streets and sidewalks;

• minimizing impacts on adjacent public streets and open spaces by:

» maintaining public, and – where feasible – existing private views (outlooks to the lakes and hillsides), and

» reducing perceived building bulk, e.g., by shaping towers so they read as 'point' towers rather than 'slab' towers.

The preservation of views has been addressed in a number of ways:

- **The two buildings on the site have been placed and oriented so that one does not block the views of the other.**
- **Furthermore, their placement has been chosen to reduce the impact on the views of the neighbouring property to the east.**
- **The townhouse height was limited to two storeys so that the 4 eastern homes would not extend any higher than the podium and block views of Lake Okanagan from the outdoor amenity area.**
- **The tallest building is situated on the lowest part of the site to lessen impacts on views from properties to the south.**

- **The lobby of the Vancouver Avenue building has been designed to permit views through it from Vancouver Avenue towards the outdoor amenity space and the lake beyond.**
- **Additional views towards Lake Okanagan will be preserved at the west end of the Vancouver Avenue building looking north-east and a view corridor is maintained between the Vancouver Avenue building and the Lakeview Terraces building.**
- **A small, point tower floor plate of just over 6300sf reduces the perception of building bulk.**

MF9. To increase their attractiveness, taller buildings should demonstrate:

• high-quality cohesive design of form, materials and colour.

A variety of attractive and durable cladding material as well as colour is employed in the Marina Way building to create a quality design suitable for its prominent location. Ground oriented components such as the townhomes utilize stone cladding that is highly tactile and visually interesting in a location where it is visible to passers by. The tower employs wood toned and grey and white panelling in varying combinations to create visual interest alongside variable glazing patterns. Balcony sizes vary and their forms are accentuated with contrasting edge and surface colouring and with carefully placed privacy screens. This material palette and similar formal elements are used also in the Vancouver Avenue building to ensure the buildings appear related but not identical.

MF10. To create a positive street presence and contribution to the public realm:

• Tall buildings will be designed with podiums of ground-oriented residential or commercial uses at grade and point towers above. This will provide continuous frontage along the street and ensure active uses at the ground level.

• Building masses of podiums should be substantially broken up at least every 48m (160 ft.) to vary the spatial experience for a passer-by every 30 seconds at normal walking speed.

The parking podium is faced with ground oriented homes at both street faces. The Marina Way frontage is continuous with active uses. Each of the 8 townhomes is individually articulated and the podium mass is broken up further by the Marina Way building entrance as well as the connecting stair from Marina Way up to the outdoor amenity area.

MF11. In cases where there are multiple tall buildings in one area, a minimum distance of 9m (29.5 ft) between them is required to permit open amenity space uses. Allow for the future development of a tower on an adjacent site (if appropriate) by providing a sufficient setback from an interior property line to address separation between towers.

The shortest distance between the Marina Way tower and the Vancouver Avenue building is 21m. At the western property lines the buildings are setback between 6-7meters to allow for future development of the site(s) to the west.

DOWNTOWN DEVELOPMENT PERMIT AREA GUIDELINES

SITE PLANNING

FRAMING SPACE

DT1. Public spaces should be designed to accommodate various needs for seasonal use and for all times of the day and night with appropriate consideration of public safety and health.

The architectural and landscape design enhances the pedestrian experience of the adjacent public areas and lighting and CPTED design principles have been employed in consideration of public safety. Although private for residents, the outdoor amenity area also is designed with these considerations in mind and to support year round usage.

DT2. Temporary parks are encouraged to animate vacant areas of the Downtown.

This item is not applicable to the proposed development.

DT3. Pocket parks and plazas in the downtown are encouraged to increase social spaces and vegetation in the Downtown. • New pocket parks and plazas should be encouraged as part of future development wherever appropriate, such as:

» In sidewalk upgrades for multifamily or mixed-use developments.

» In parking spaces, to allow temporary summer seating to be built and operated by the fronting business.

This item is not applicable to the proposed development.

WEATHER PROTECTION

DT4. Awnings and canopies are encouraged on all buildings with street-oriented retail at grade to form a sheltered environment for pedestrians. Other commercial, and multifamily apartment residential uses shall have awnings overtop of main entrances.

Canopies are proposed at each building entrance to provide shelter and increase legibility of the entrances.

DT5. Awnings and canopies should be designed an extension of the architectural expression of the building façade.

Canopies are proposed at each building entrance and are designed in keeping with the architectural expression of the buildings.

DT6. Canopies should have a minimum vertical clearance of 2.75m measured from the sidewalk. Canopies should preferably extend out over the sidewalk by at least 1.8m while maintaining a minimum 0.6 m setback from the outer face of the curb.

The canopies are designed to achieve the minimum required overhead clearance. They do extend horizontally but due to the location of the entrances and a cantilevered design, the canopies do not extend as far as the sidewalk.

DT7. Placement of awnings and canopies should balance weather protection with daylight penetration. Opaque canopies that run the full length of façades should be avoided.

The canopies will be opaque but their horizontal extent is limited to the lobby width and do not run the full length of the facades.

SIGNAGE, LIGHTING, FURNITURE, PUBLIC ART

DT8. Incorporate branding for Downtown character areas (see Penticton's Downtown Plan) through design of signage, lighting, furniture, public art designs / standards.

This item is not applicable to the proposed development as it is located outside of the Downtown character area.

DT9. Lighting, signage, furniture and public art should be designed and located to enhance the entertainment experience and safety of the Downtown at night.

Many aspects of the design including lighting, will enhance the safety of the site area at all times of day or night.
DT10. Wayfinding signage orienting pedestrians to specific amenities and areas of interest (features, attractions and businesses) should be incorporated into larger/ corner lot developments and in public places.

Wayfinding has not yet been considered but this requirement could be addressed if deemed applicable.

Sincerely,

Kasian Architecture Interior Design and Planning Ltd

Katherine Robinson
Managing Principal
Architect AAA, AIBC, MRAIC, B.Arch

KR:kr

GOOD NEIGHBOUR PACKAGE

BEACH HOUSE, PENTICTON B.C

Who we are

As your Penticton neighbour Wildstone believes in providing a better building experience through delivering highly collaborative techniques to optimize customer value.

The Airey Group is recognized as one of the leading residential design and property development companies on the West Coast.

As architects, designers, and planners, we champion people and apply design solutions that improve lives and create a deeper connection between people and place. **-Kasian**

Interrobang

Wildstone
CONSTRUCTION GROUP

Kasian

The Site

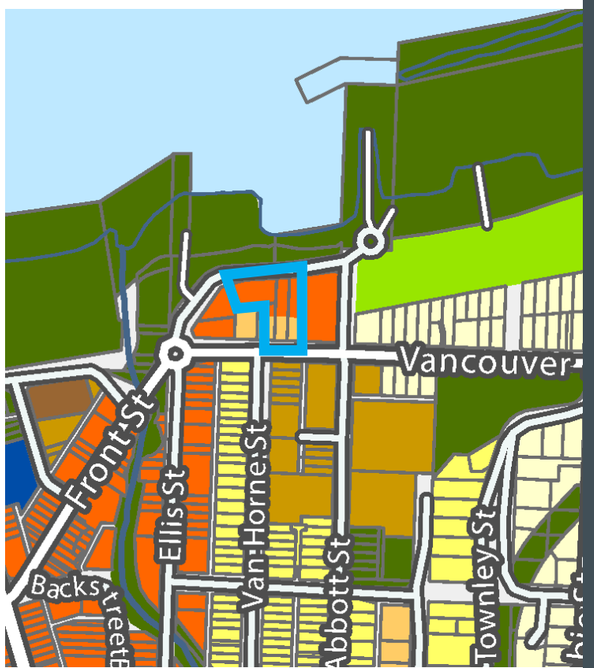
O.C.P.: Downtown Mixed Use and Ground Oriented Residential Future Use Zones

Zoning: C9

Max FAR: 1.75

Max Height: 24m (OCP allows 10 storeys)

Looking south from Marina Way



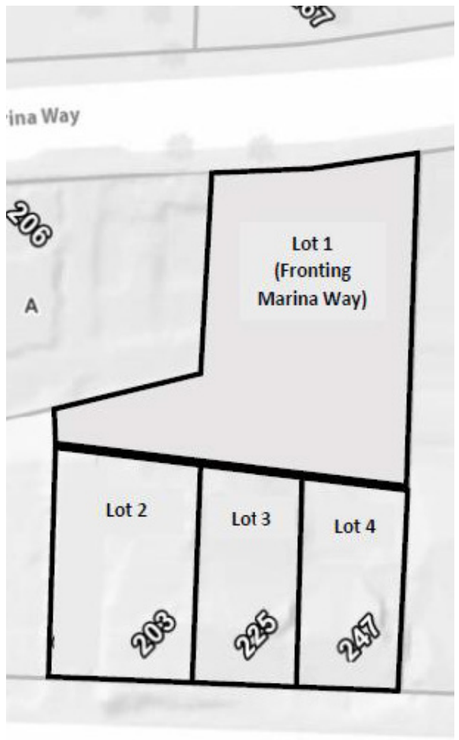
History

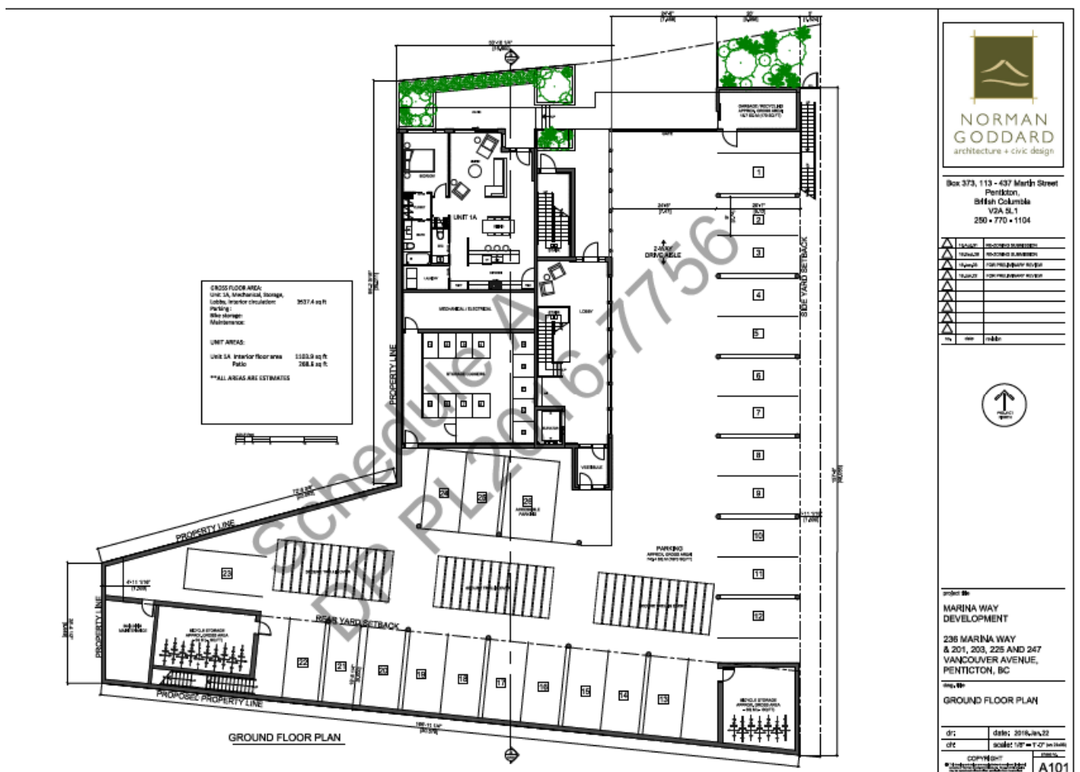
2018 Development Proposal

7 Storey proposal received approval by Council

FAR: 1.6

Height: 25.5m





History Cont.

2018 Development Proposal

7 Storey proposal received approval by Council

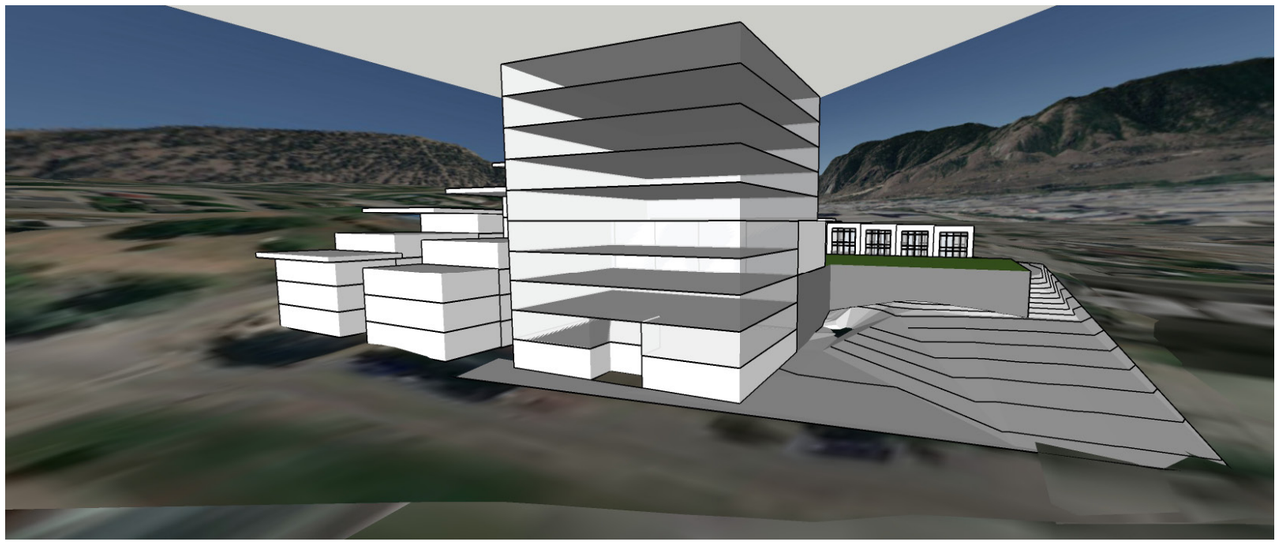
FAR: 1.6

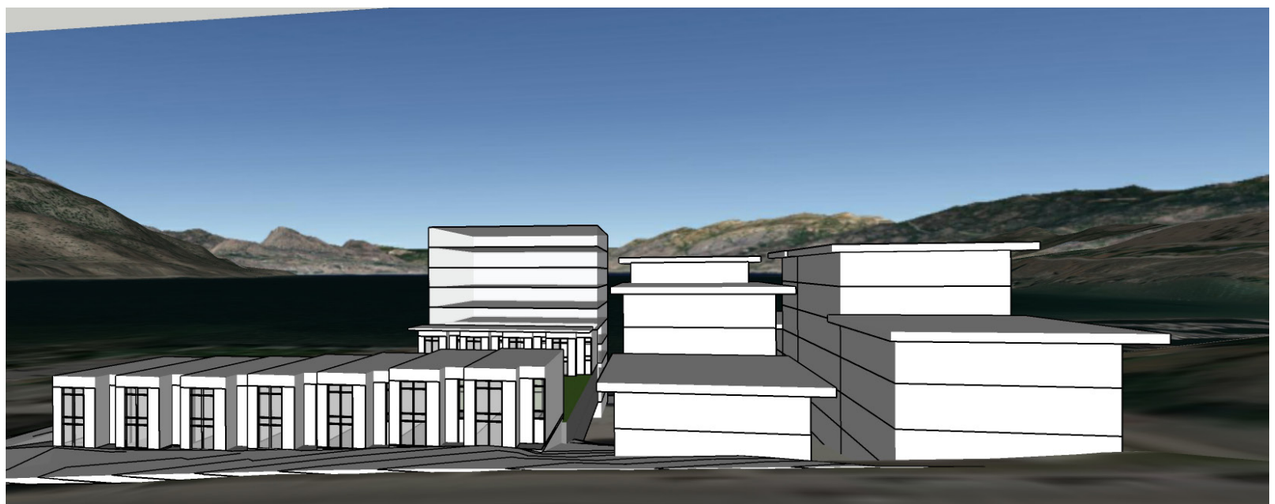
Height: 25.5m

History Cont.

Abandoned site at 206 Marina Way will no longer be a blight on the neighbourhood.

Cooper site
Early Concepts





Enlarged Site December 2021

206 Marina Way was acquired and added to the site.

Two tower scheme was considered:

Far 1.74

142 Units

Enlarged Site December 2021

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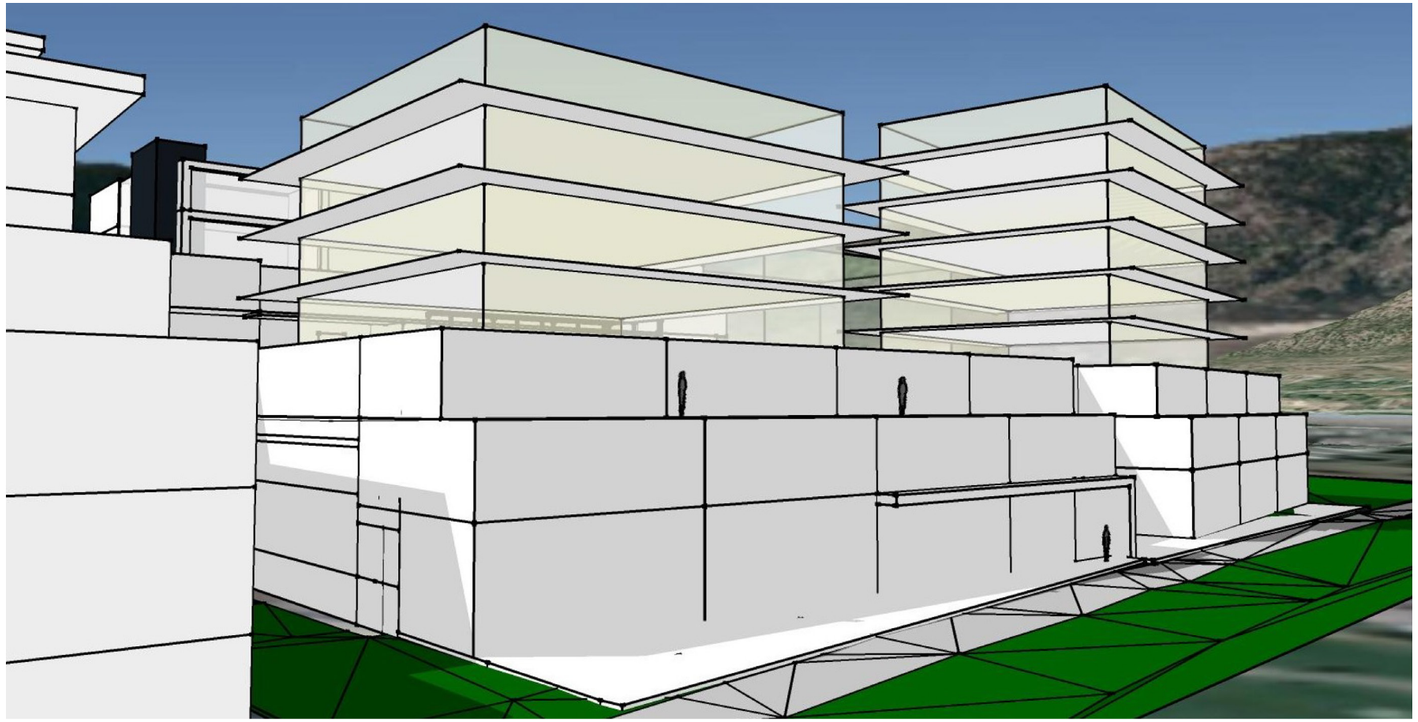
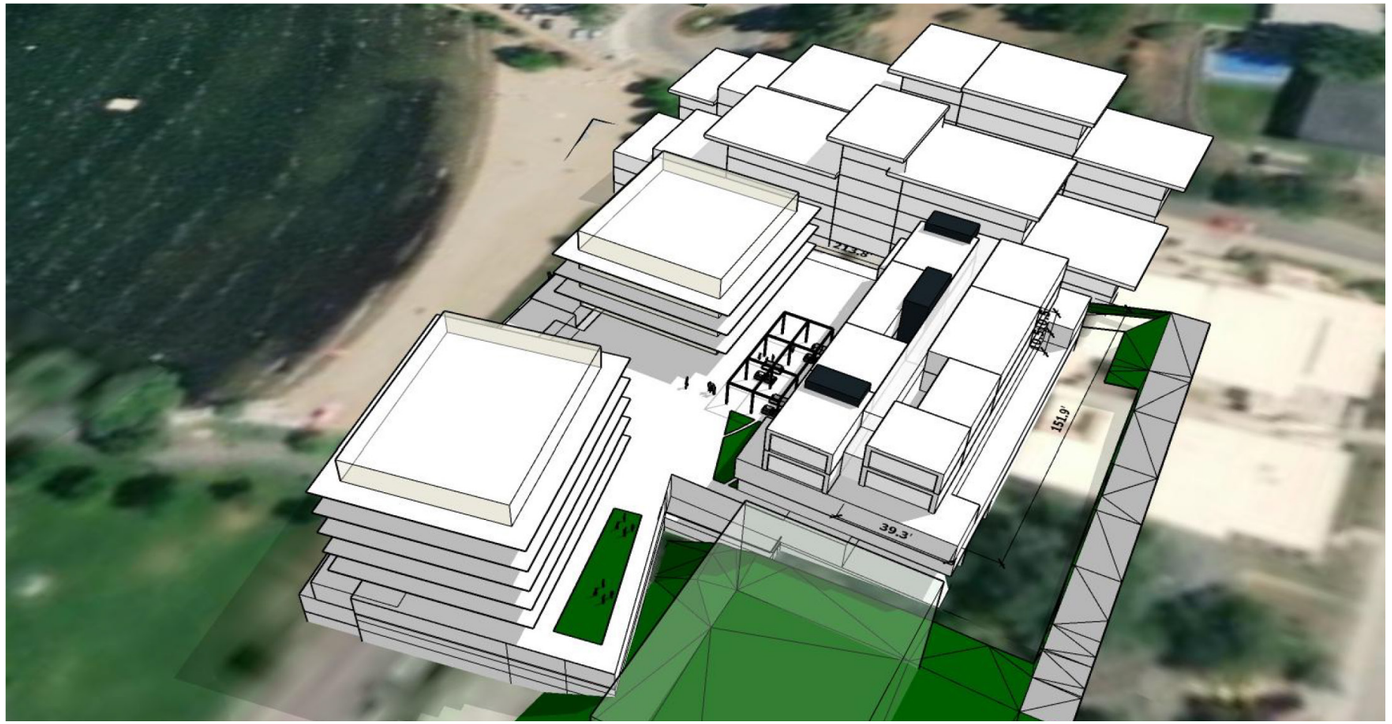
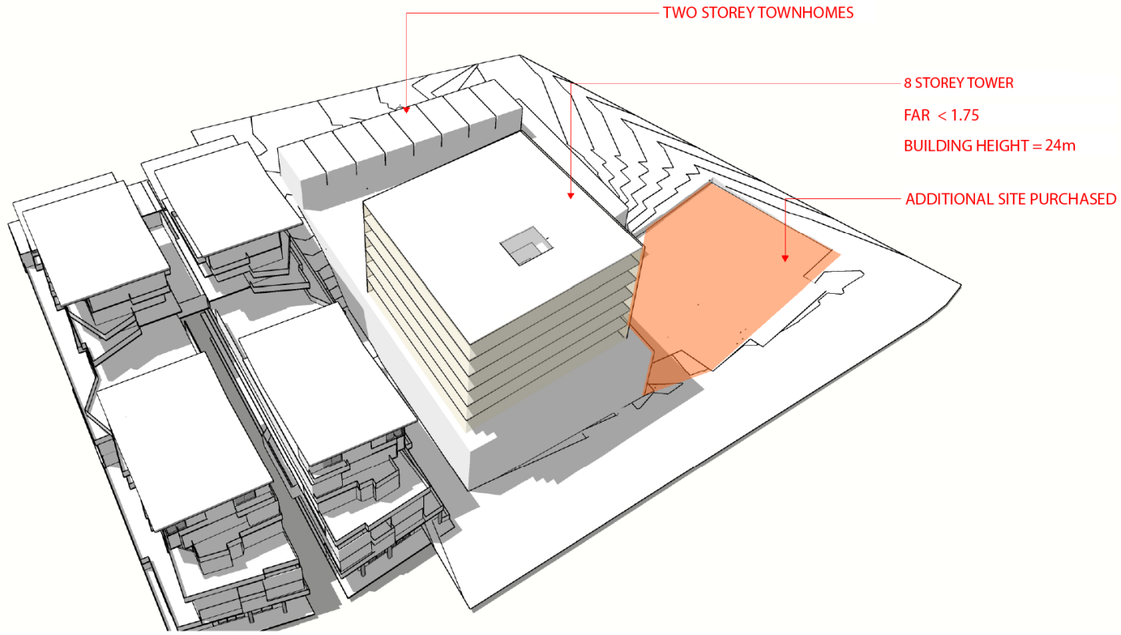
Two tower scheme was considered:

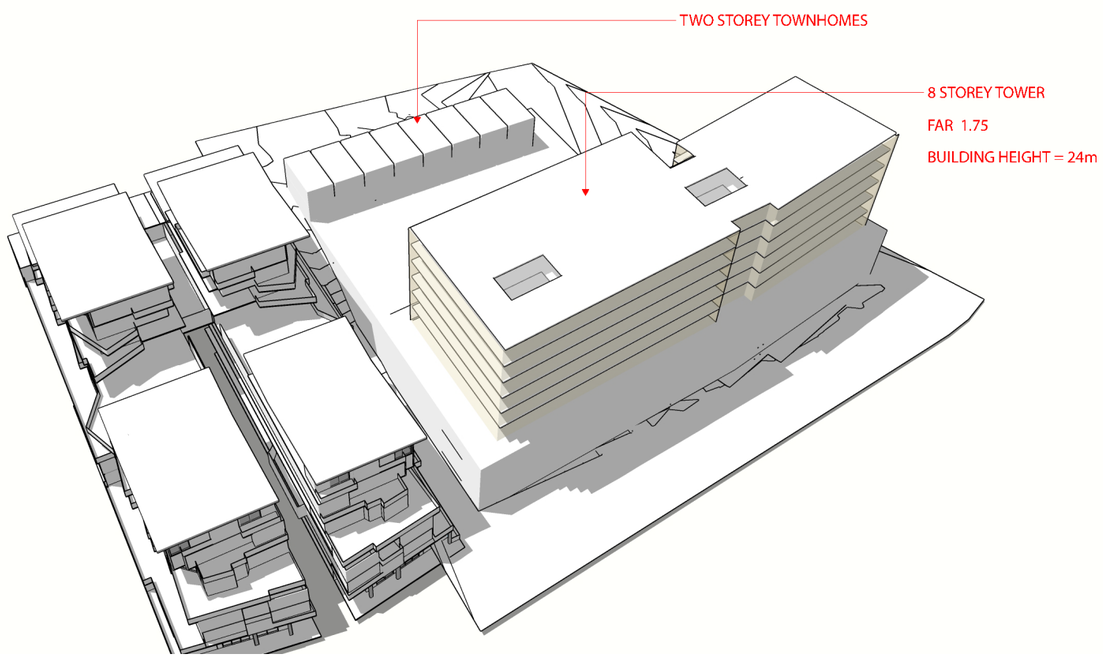
Far 1.74

142 Units









As of Right Massing

These massing studies demonstrate how the site could be built out without requiring any variance.

Far: 1.75
Height: 24m

Where we are now

The permitted density is re-distributed into a 4 storey Vancouver Ave building and a 10 storey point tower form on Marina Way. The OCP permits 10 storeys with a height variance.

FAR: 1.75
Height: 10 Storeys
Residential Units: 101

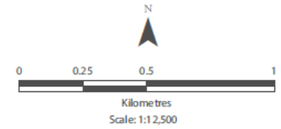
Benefits:
-Better proportioned buildings
-Opportunity for iconic tower architecture
-Increased outdoor space
-Preservation of views

Why this is best option

The site straddles two future land use zones, the more permissive of which allows 10 storey buildings.

Map 1: Future Land Use

Official Community Plan

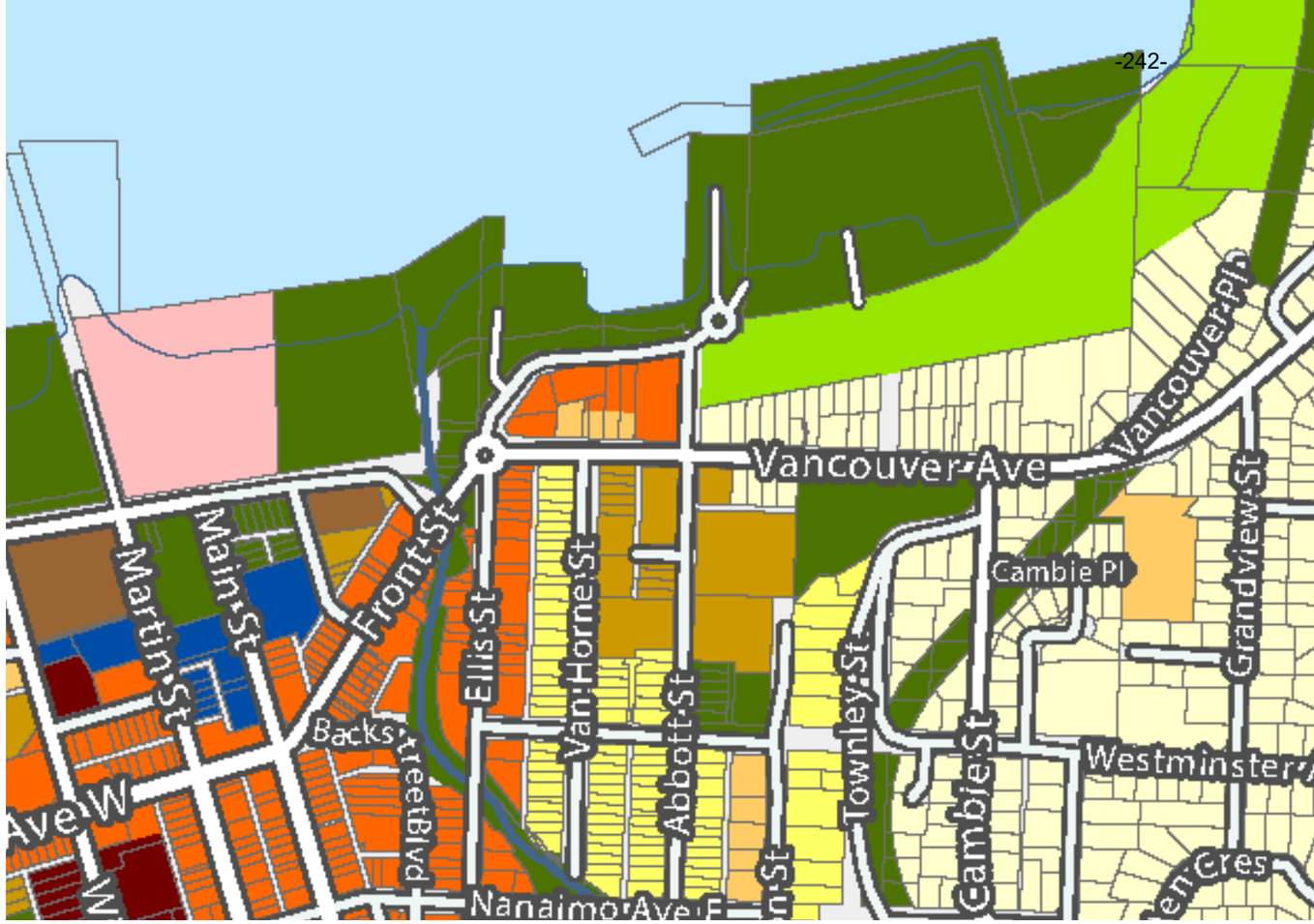


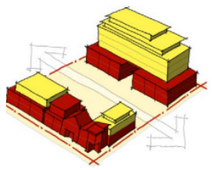
Legend

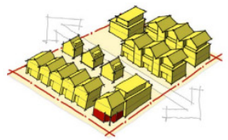
- Road
- Stream
- City of Penticton Municipal Boundary
- Parcel
- Penticton Indian Band
- Waterbody

Official Community Plan - Future Land Use

- Agriculture
- Rural Residential
- Detached Residential
- Infill Residential
- Ground Oriented Residential
- Urban Residential
- Urban High Density Residential
- Commercial
- Tourist Commercial
- Mixed Use
- Downtown Mixed Use
- Industrial
- Natural and Conservation Areas
- Parks
- Institutional and Civic
- Landfill and Landfill Buffer
- Airport
- First Nations



Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Downtown Mixed Use 	Downtown developments with active retail,service or civic and cultural uses at ground level and multi-family residential and/or office uses. Site-Specific Downtown Mixed Use Policy Statement: 603 Main Street: Allow up to a maximum height of 5 storeys. (Bylaw No. 2020-49)	• Higher-density mixed-use buildings	• Commercial (retail, service, office • Residential • Civic and cultural	• Up to 10 storeys. 3 storey maximum on Main St and Front St (Up to 5 storeys in 100 blk Front St subject to contextual design and adherence to DP guidelines)	• C5 • C6 • C9

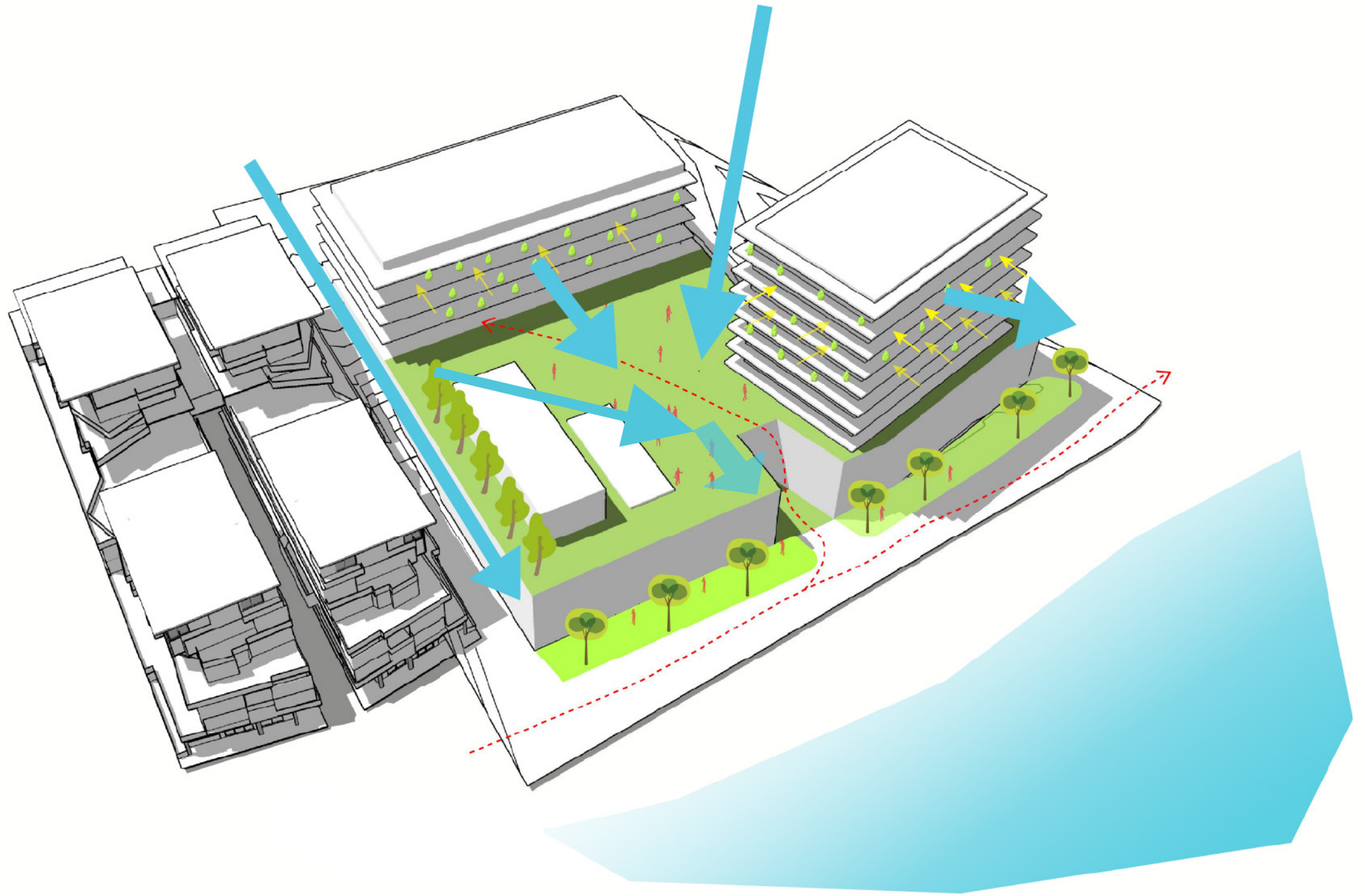
Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
Ground Oriented Residential 	Medium-density residential areas with multi-family developments where each unit has an exterior door and construction is primarily wood frame, or bareland stratas.	• Duplexes with suites • Cluster housing • Fourplexes higher-density rowhouses • Townhouses and stacked townhouses • Bareland strata developments	• Residential • Limited Service/ Retail	• Up to 3 ½ storeys	• RM2 • RM5 • C2

Views

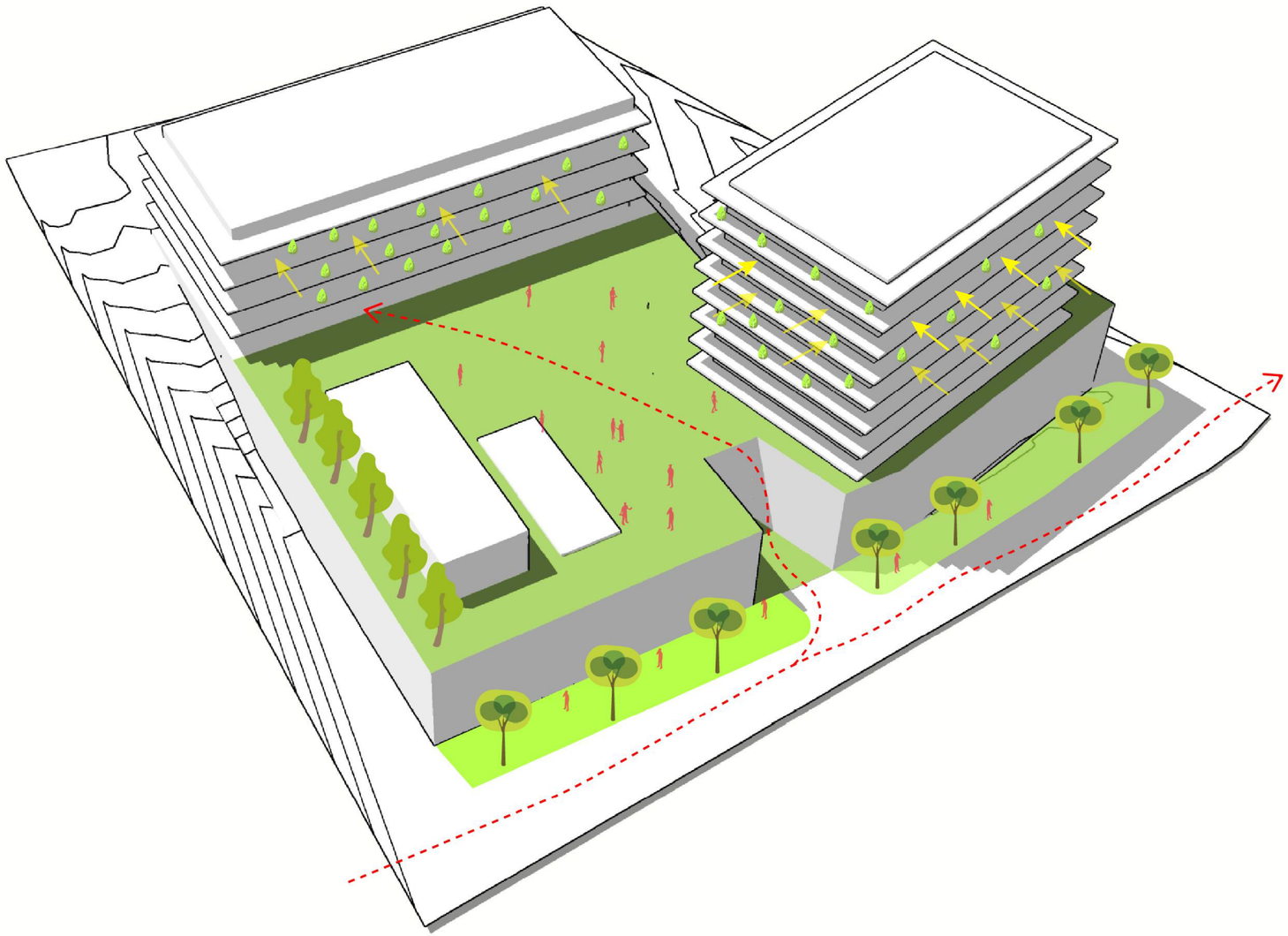
This arrangement enables the preservation and protection of views.

-Lake view opportunities for the residents within the development are optimized.

-Impact on the views from Lakeview Terraces building is lessened.



Preservation of Views



OUTDOOR LIVING

Outdoor Space

A height increase allows for the density to be captured in a smaller floor plate creating more space between the two buildings.

-Improved opportunity for outdoor living

-Increased opportunity for greening of site.

-The two buildings as well as the Lakeview Terraces building serve to frame the outdoor space, like a courtyard.

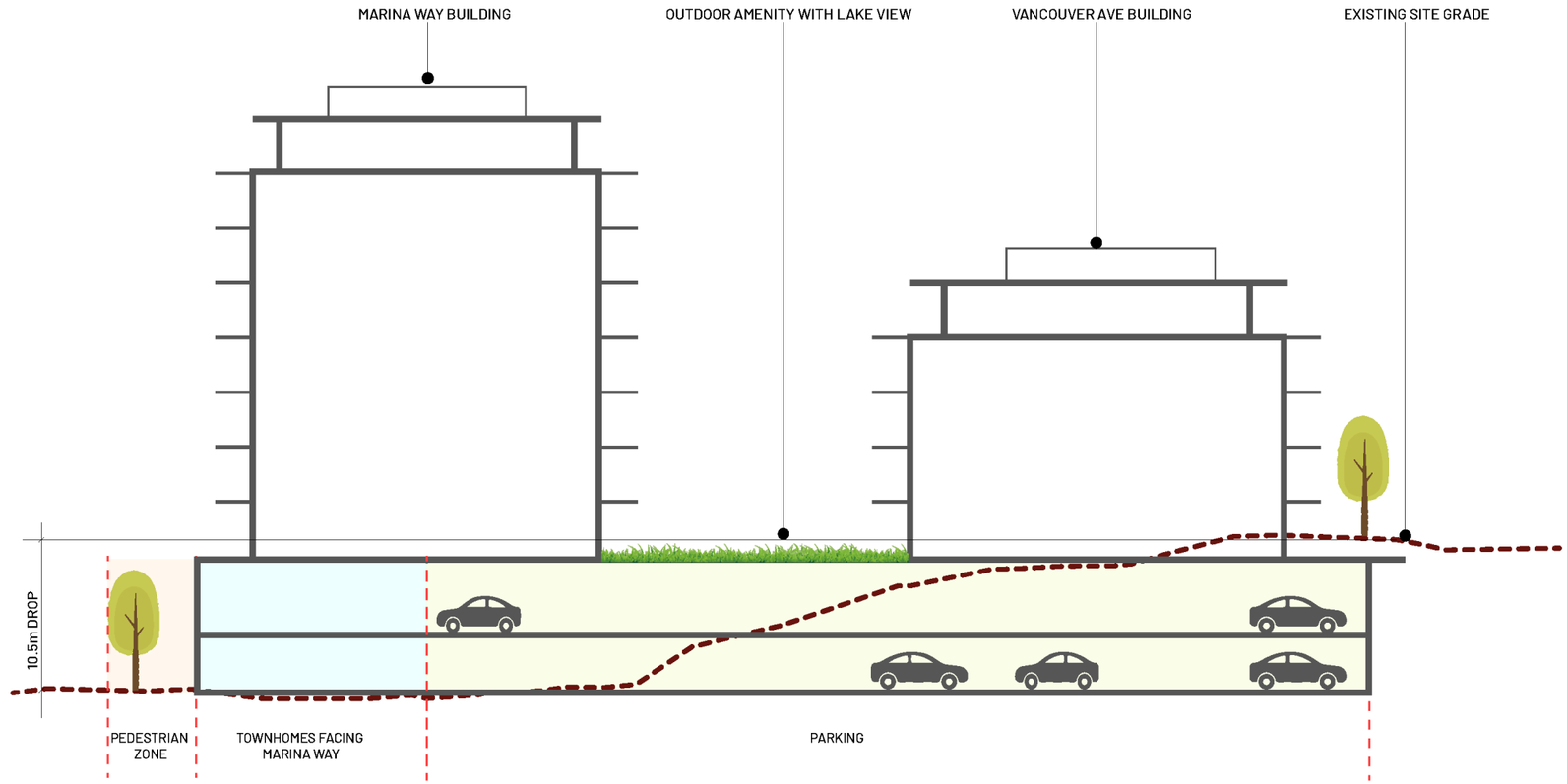
Parking

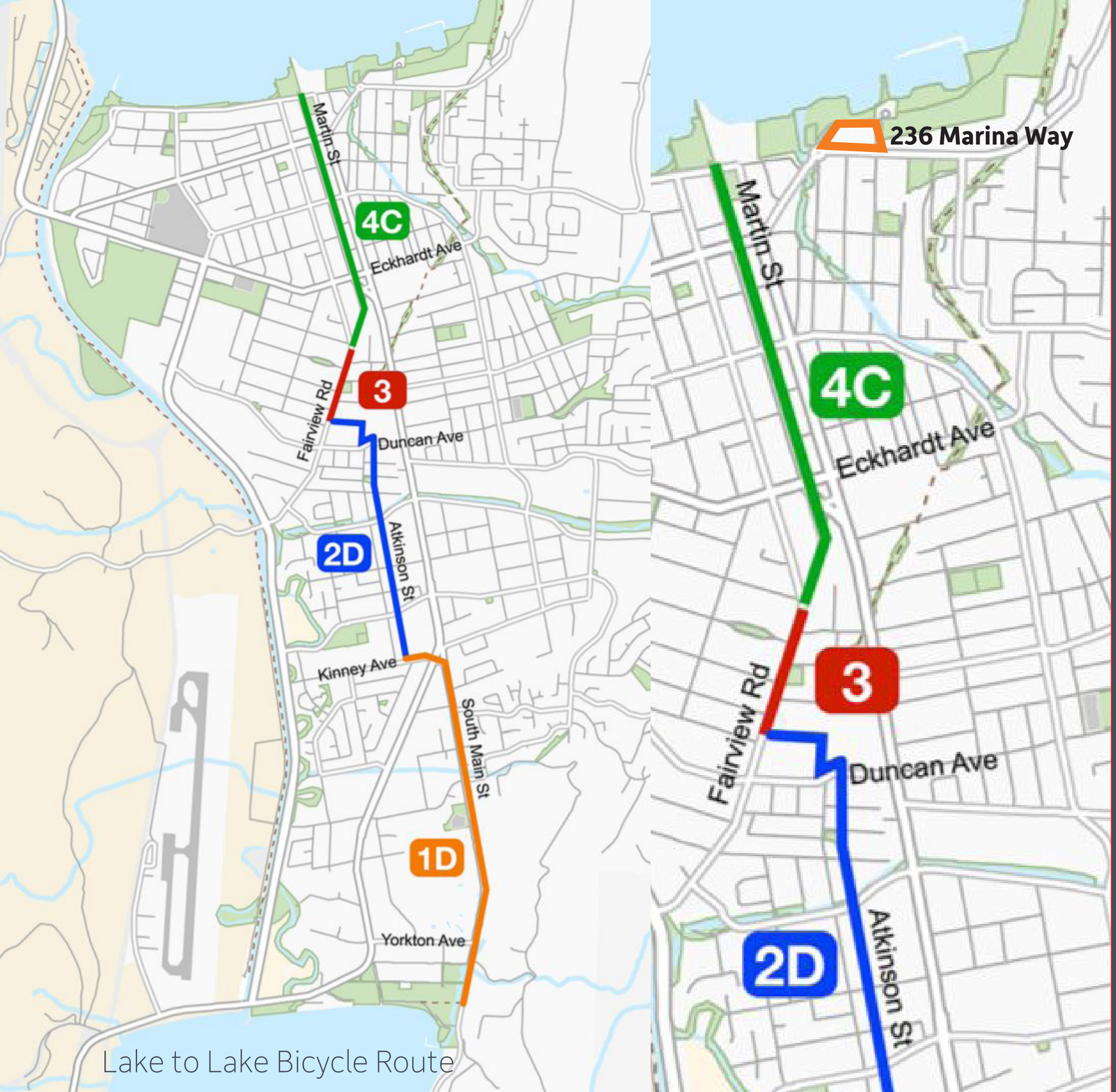
The design employs slope adaptive design to conceal all parking for the development.

Two parking levels are nestled into the hillside and concealed by the buildings located on top and in front.

The parking provision exceeds the by-law minimum.
101 EV charging stations will be provided - enough for 1 per unit.

No street parking will be taken away.





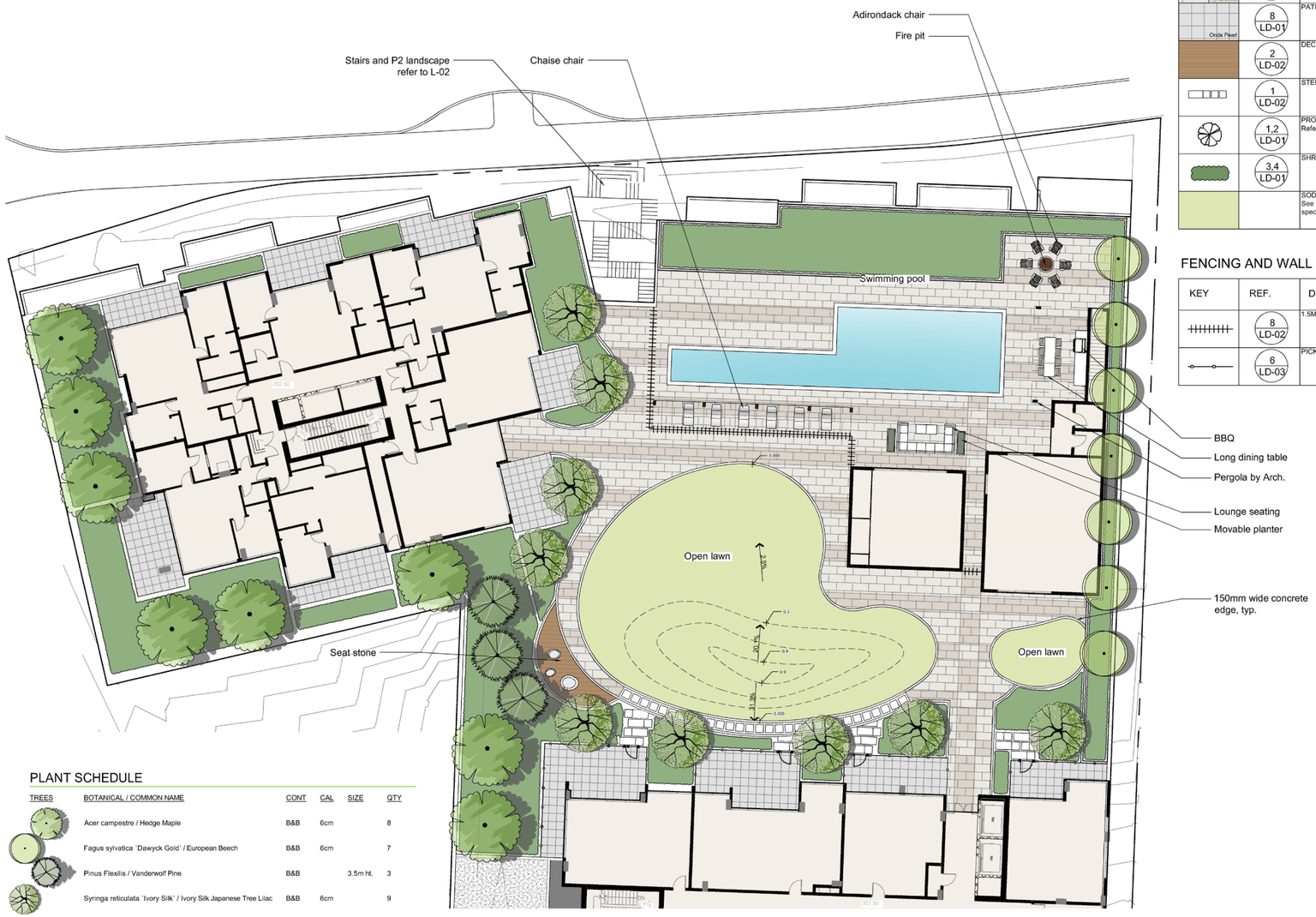
Bike lane access and amenities

Ample bicycle storage in excess of the by-law minimum is provided to support active lifestyles and sustainable modes of transportation.

Landscape design

Street trees and soft landscaping will be provided at both street fronts.
The extensive outdoor amenity space will feel park like with ample landscaping and supports both active and passive uses.

-Native species planting.
-Landscaping will support stormwater retention
-Landscaping will provide privacy screening for the Lakeview Terraces



LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
Coffee Cream / Cascade Granite	8 LD-01	PORCELAIN SLAB
Oreta Pearl	8 LD-01	PATIO PAVING
	2 LD-02	DECKING
	1 LD-02	STEPPING SLAB
	1,2 LD-01	PROPOSED TREE Refer to tree schedule
	3,4 LD-01	SHRUB PLANTING
		SOD See landscape notes for specifications

FENCING AND WALL LEGEND

KEY	REF.	DESCRIPTION
	8 LD-02	1.5M GLASS FENCE
	6 LD-03	PICKET FENCE

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Acer campestre / Hedge Maple	B&B	6cm		8
	Fagus sylvatica `Dawyck Gold` / European Beech	B&B	6cm		7
	Pinus Flexilis / Vanderwolf Pine	B&B		3.5m ht.	3
	Syringa reticulata `Ivory Silk` / Ivory Silk Japanese Tree Lilac	B&B	6cm		9

Transitional Massing

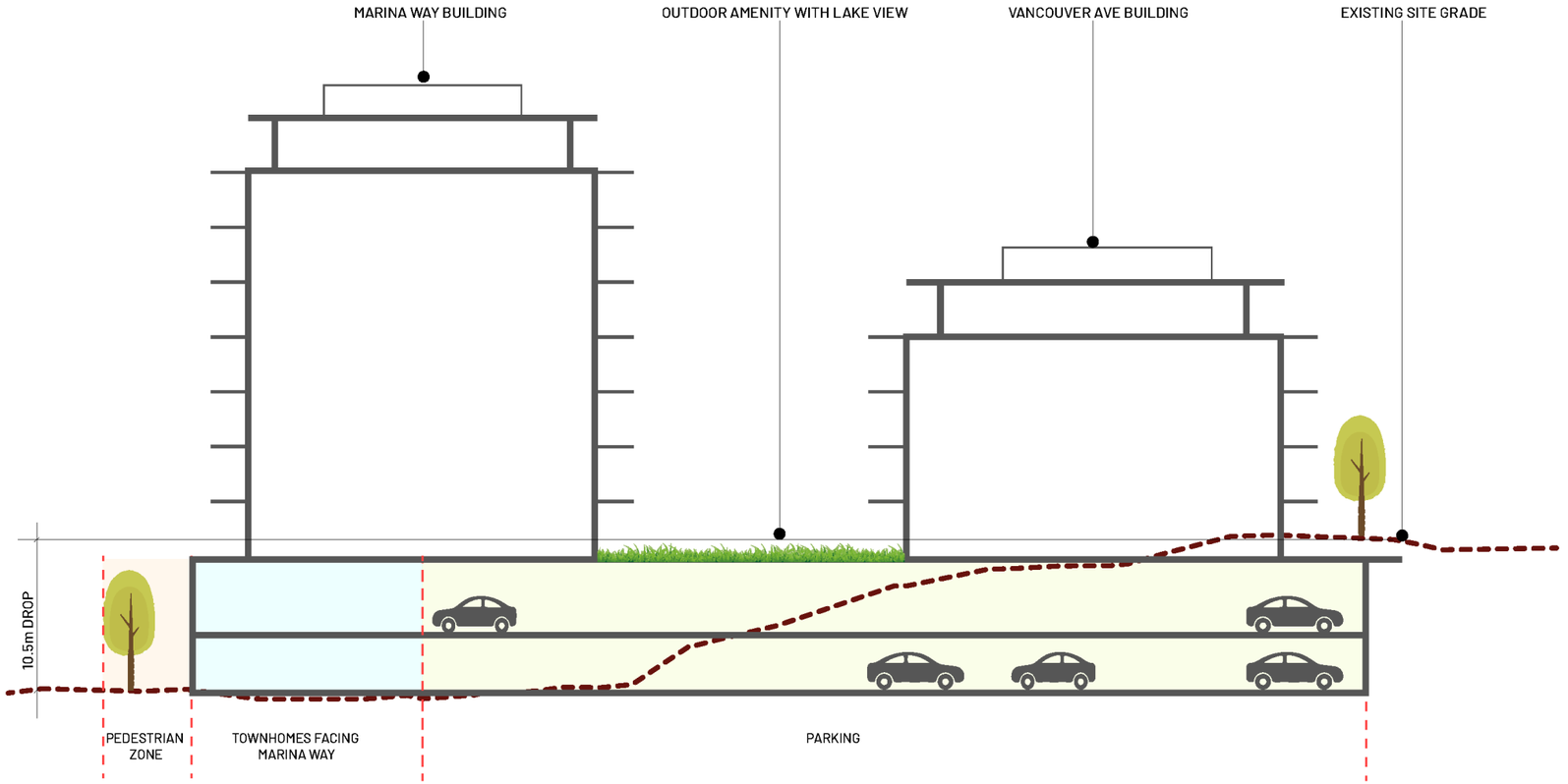
The two storey townhomes are similar in proportion to the lower levels of the Lakeview Terraces building.

The Vancouver Avenue building supports the transition to the higher mass of the Marina Way building.

Slope Adaptive Design

Locating the taller mass at the lowest part of the site lessens its impact on the views of neighbourhoods to the north.

A point tower form with a smaller floor plate lessens the impact on views compared to a shorter but bulkier building.



Street Oriented Design

Public to private transition occurs through gentle terracing and layers of landscaping, low walls, patios, porches and balconies

ABOUT US

Enhancing communities through the power of design

As architects, designers, and planners, we champion people and apply design solutions that improve lives and create a deeper connection between people and place. With an insatiable curiosity for the world, we leverage our in-between thinking to make the invisible visible.

We operate globally from our offices across Canada and partner with our clients who are visionaries, passionate and courageous. Together we achieve results that make a difference to entire communities.

OFFICES

CALGARY | EDMONTON | TORONTO
VANCOUVER | VICTORIA

Kasian

BEACH HOUSE

ON OKANAGAN LAKE

Community Engagement Summary

May 4, 2022 – Zoom meeting with Terraces Strata Council.
May 9, 2022 – In person meeting with all land shareholders of Vertex Holdings properties (FYI Dr's parcels).
May 11, 2022 – Notification to Penticton Yacht Club and invitation to Open House.
May 11, 2022 – Personal initiations for Open House event to several known neighbours on Vancouver Ave.
May 11-16, 2022 – Flyer handouts to all properties along/near Vancouver Ave with invitation to Open House event.
May 19, 2022 – Open House for neighbours held at Bench Market.
June 8, 2022 – Zoom meeting with all residents of Terraces.

*No opposition to the project has been received during any of the engagement meetings to date.

BEACH HOUSE

ON OKANAGAN LAKE

Community Engagement Open House – Thursday May 19 4-5pm
Hosted at the Bench Market, 368 Vancouver Ave.

What is Beach House? Beach House is an upcoming residential development which will be built on 206 & 236 Marina Way and 203, 225 & 247 Vancouver Ave.

What will I learn at the Open House? We will be presenting some background information on the development team, the design, the project and will answer any questions you have on the project.

Who will be presenting? We will have representatives from the development and construction team on hand to answer questions.

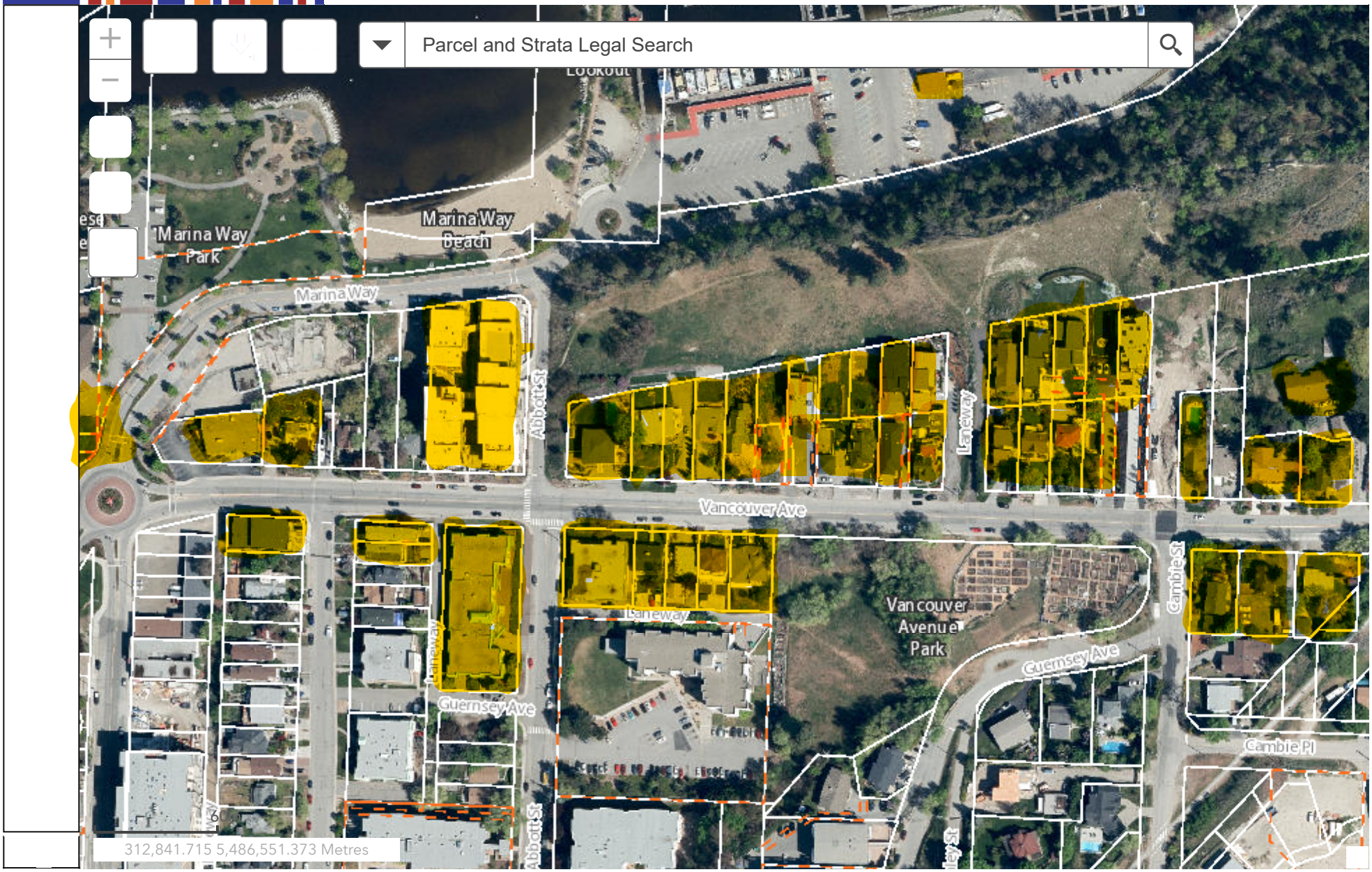
How do I RSVP? Please email beachhouse@wildstone.com and let us know who is coming.

Interrobang?

Wildstone CONSTRUCTION GROUP

Property Viewer

Contact



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

Development Variance Permit

Permit Number: DVP PL2022-9344

Owner Name
Owner 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: Legal description to be updated after lot consolidation
   Civic: Civic address to be updated after lot consolidation
   PID: PID to be updated after lot consolidation

3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2021-01 to allow for the construction of a 99-unit townhouse and apartment development, as shown in the plans attached in Schedule 'A':

   a. Section 11.9.2.5: to increase the maximum height of a principal building from 24m to 35m.

DVP PL2022-9344
DRAFT

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

5. In accordance with Section 504 of the *Local Government Act,* if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

6. **This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.**

7. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

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

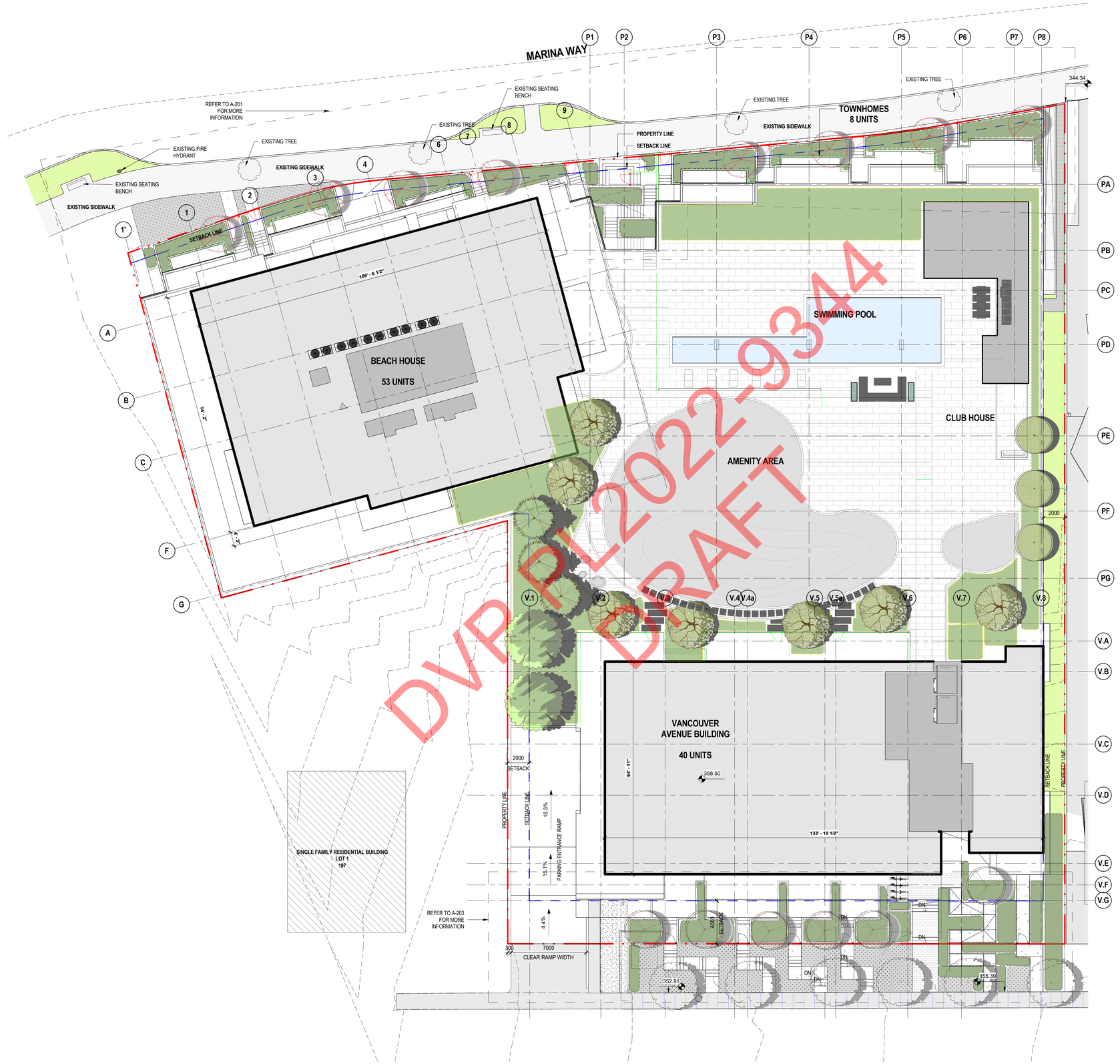
Authorized by City Council, the _____ day of June, 2022.

Issued this Day day of June, 2022.

_____

Angela Collison
Corporate Officer

DVP PL2022-9344
DRAFT



DVP 01.2022-9344
DRAFT

kasian
KASIAN ARCHITECTURE INTERIOR DESIGN & PLANNING LTD.
1685 - 1500 West Georgia Street
Vancouver, BC, V6G 2Z6
T: 1.604.683.4145 W: kasian.com

REGISTERED ARCHITECT
CATHERINE ROBINSON
BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

SITE PLAN

PROJECT No.: 230122 SCALE: 1 : 150

A-103 2

PAINTBRUSH @ 100% SCALE - ARCH D (1.2M x 0.6M)
Autodesk Docs://230122 Beach House/A_Penticton Marina Way_230122_v22.rvt

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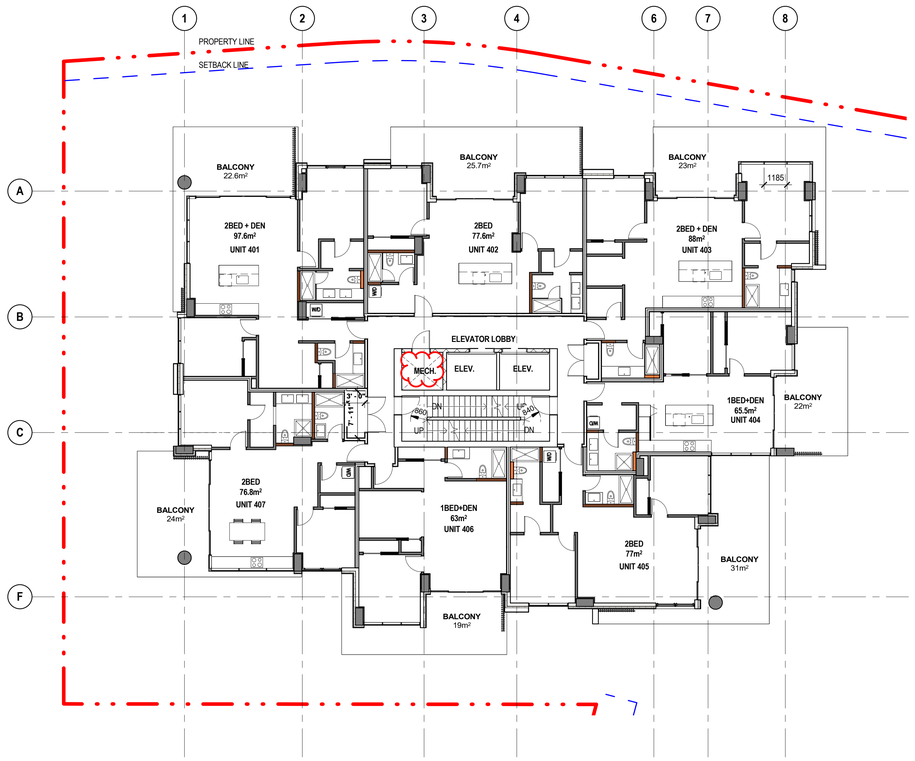
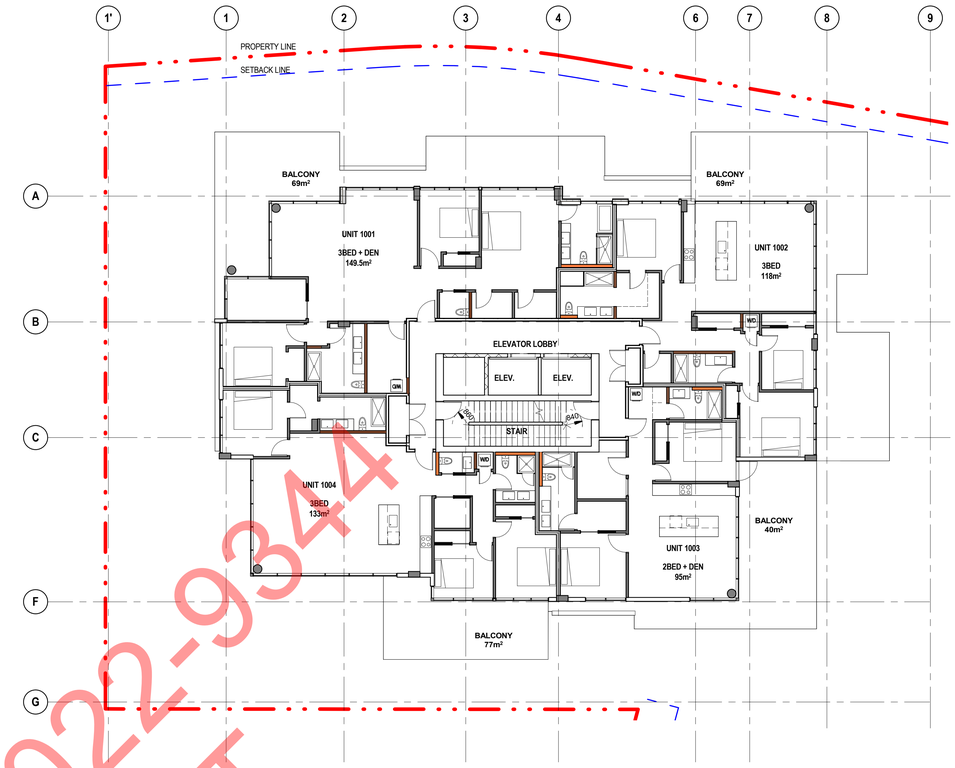
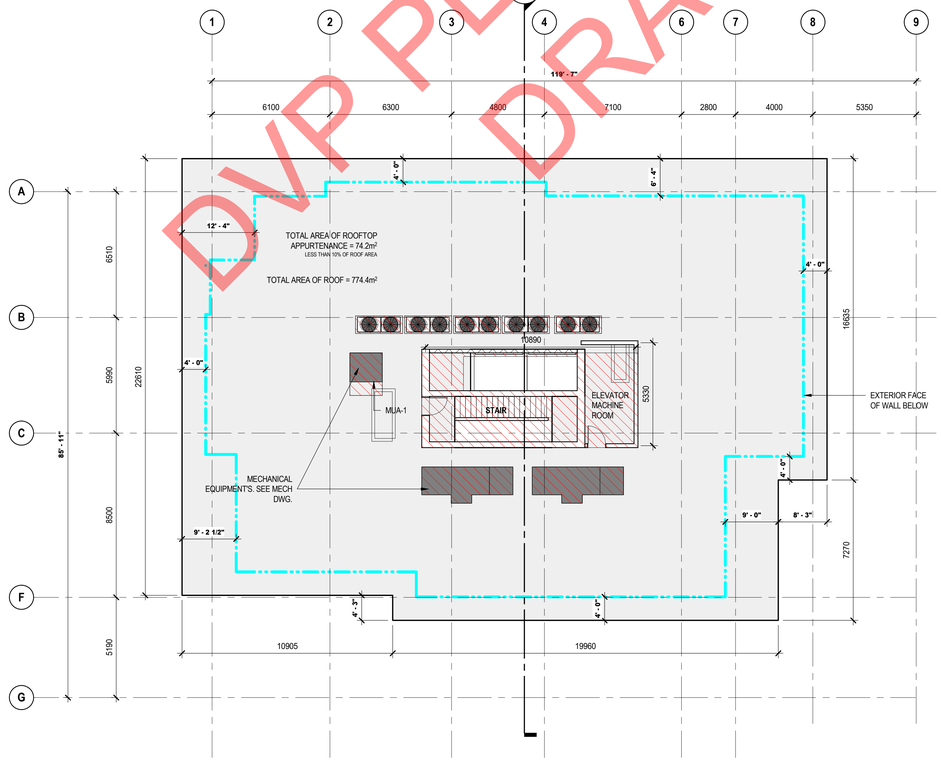


1 A-206 TYP. FLOOR LAYOUT - LEVEL 4-9
SCALE: 1 : 125

FLOOR PLATE AREA 6,500sqft



2 A-206 FLOOR LAYOUT - LEVEL 10 - PH
SCALE: 1 : 125



3 A-206 ROOF PLAN - MARINA WAY
SCALE: 1 : 125

SUITE AREAS - BEACH HOUSE TYP 4-9		
ROOM NUMBER	TYPE	AREA/m2
401	2BED+DEN	97
402	2BED	80
403	2BED	86
404	1BED+DEN	66
405	2BED	77
406	1BED+DEN	63
407	2BED	77
	TOTAL	545

SUITE AREAS - BEACH HOUSE L10		
ROOM NUMBER	TYPE	AREA/m2
1001	3BED+DEN	134
1002	3BED	111
1003	2BED+DEN	106
1004	3BED	110
	TOTAL	461

UNIT MIX LEGEND

- TWO STORY TOWNHOMES
- STUDIO
- ONE BED ROOM
- ONE BED ROOM + DEN
- TWO BED ROOM + 1 BATH
- TWO BED ROOM
- TWO BED ROOM + DEN
- THREE BED ROOM
- THREE BED ROOM + DEN

DVP PLAN
2022-9344
DRAFT

REGISTERED ARCHITECT CHRISTINE ROBINSON BRITISH COLUMBIA
2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

FLOOR PLANS - BEACH HOUSE - ALL LEVELS

PROJECT No.: 230122
SCALE: As indicated

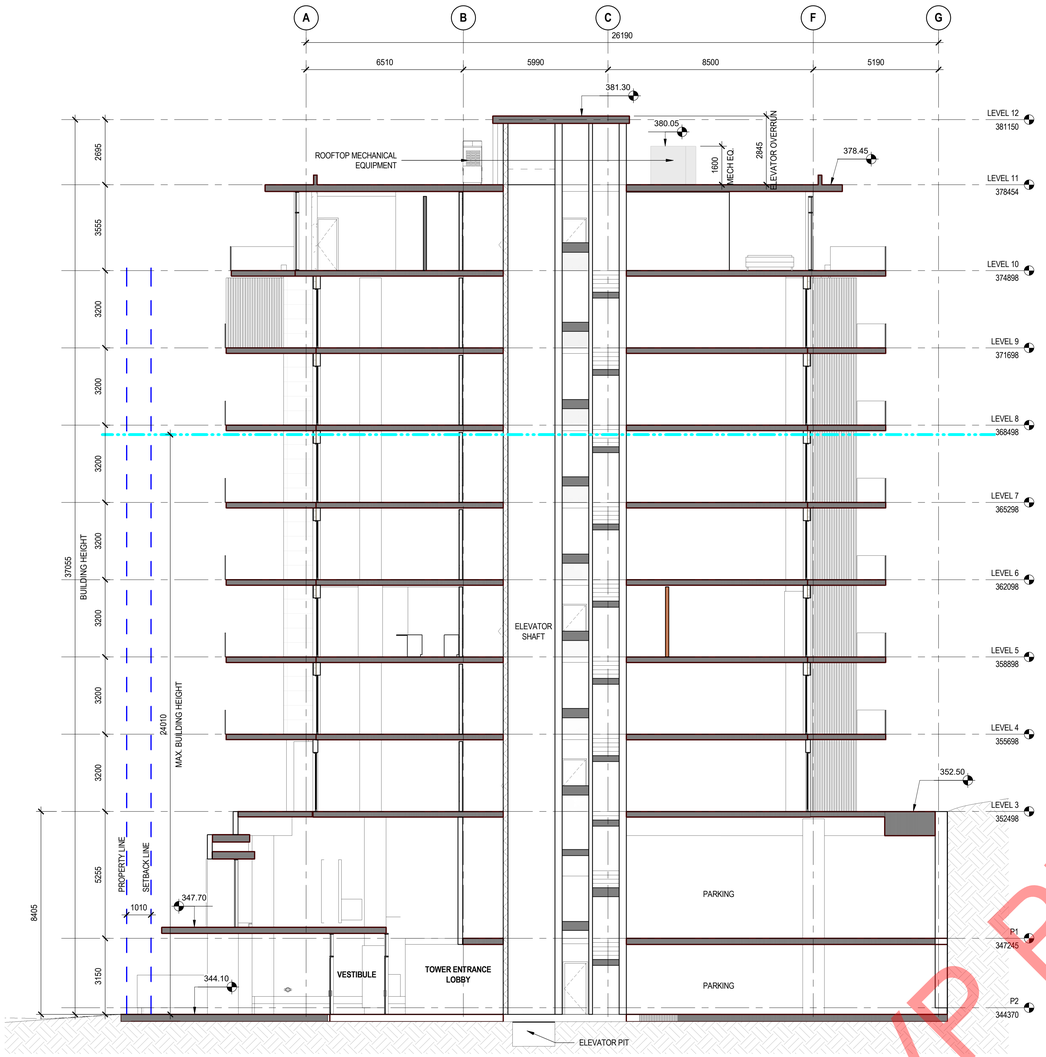
A-206 **2**

kasian

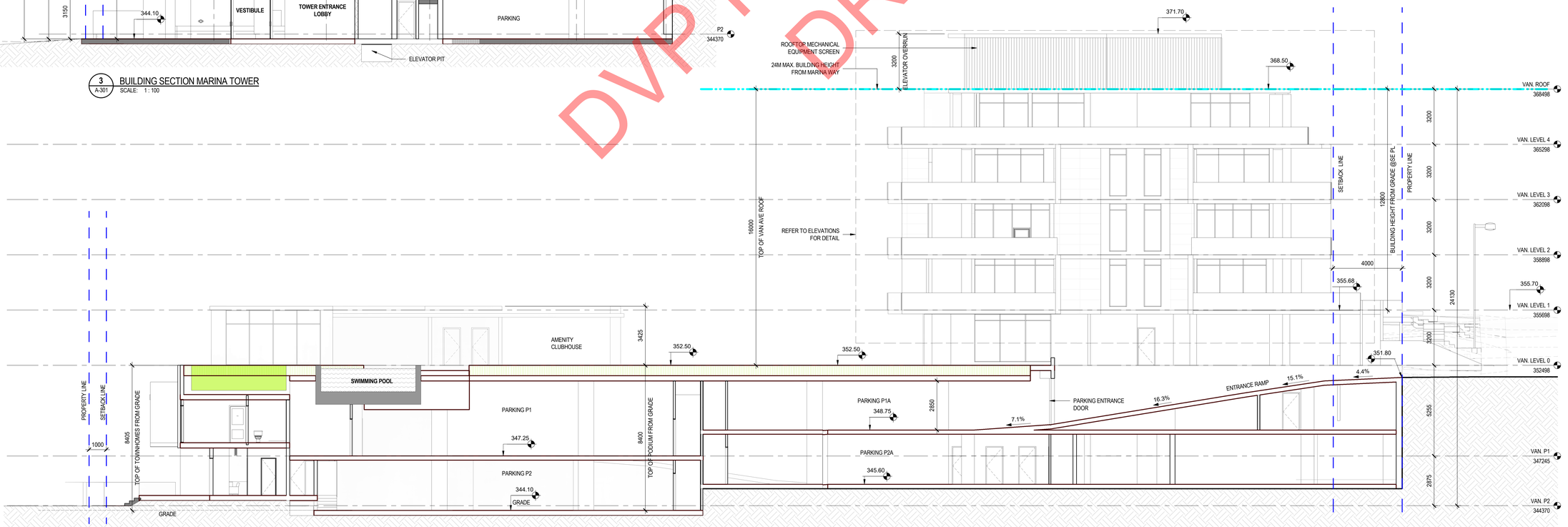
KASIAN ARCHITECTURE
INTERIOR DESIGN &
PLANNING LTD.

1685 - 1500 West Georgia Street
Vancouver, BC, V6G 2Z6
T: 1.604.683.4145 W: kasian.com

DVP PL2022-9344
DRAFT



3 A-301 BUILDING SECTION MARINA TOWER
SCALE: 1 : 100



1 A-301 BUILDING SECTION - VAN AVE
SCALE: 1 : 100

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

BUILDING SECTIONS

PROJECT No.: 230122 SCALE: 1 : 100

A-301 2

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INTERIOR DESIGN &
PLANNING LTD.

1685 - 1500 West Georgia Street
Vancouver, BC, V6G 2Z6
T: 1.604.683.4145 W: kasian.com

1 NORTH ELEVATION VIEW
Scale: 1:110

DVP PL2022-9344
DRAFT

REGISTERED ARCHITECT
CHRISTINE ROSSETTI
PROVINCE OF BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

OVERALL ELEVATION - NORTH

PROJECT No.: 230122 SCALE:

A-401 2

PLOTTED @ 100% SCALE (ARCH E1 (36 x 42"))
C:\REVIT Projects\4_Penticton Marina Hte_23\122_V22_Sarah.Mallard

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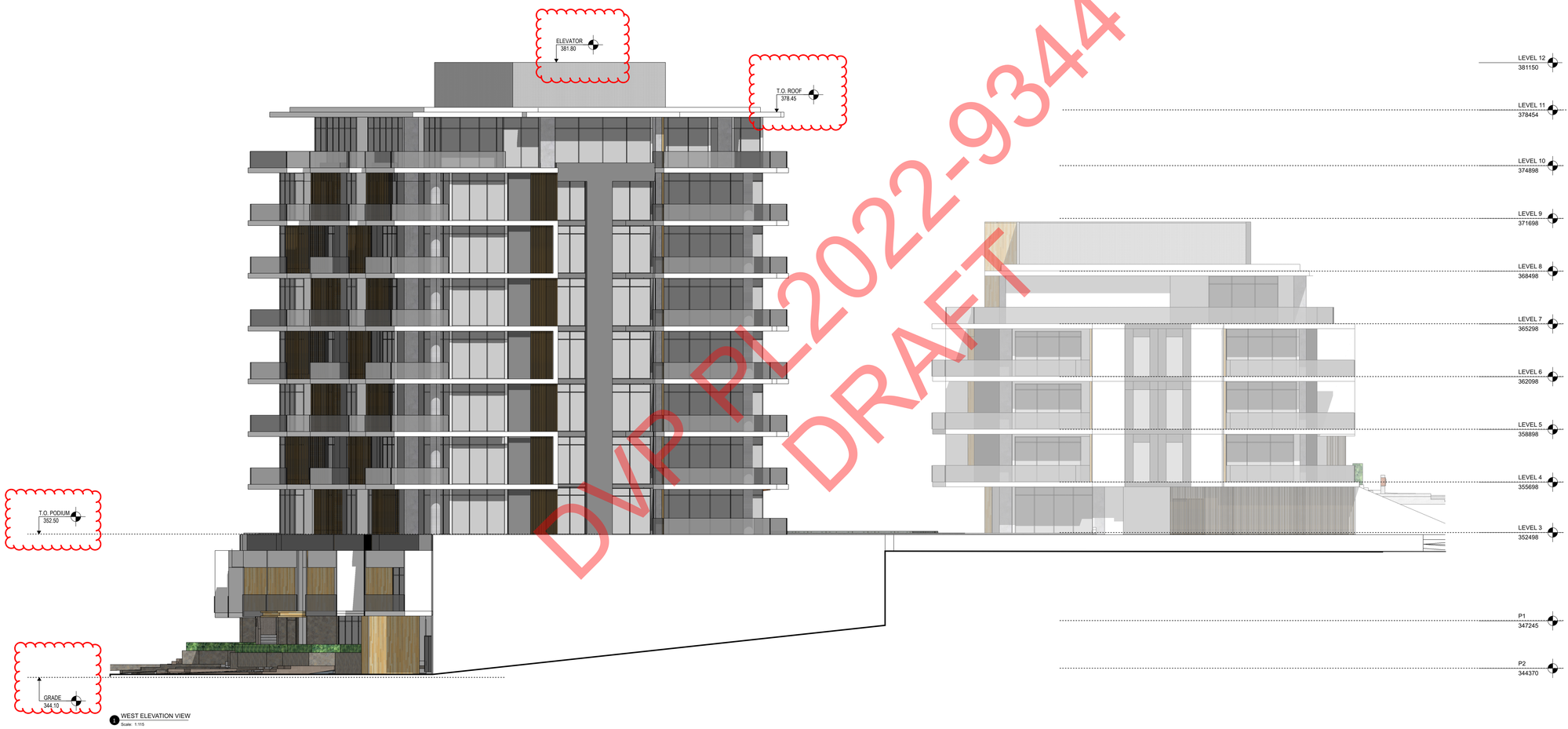
INTERIOR DESIGN &
PLANNING LTD.

1685 - 1500 West Georgia Street
Vancouver, BC, V6G 2Z6
T: 1.604.683.4145 W: kasian.com



1 WEST ELEVATION VIEW
Scale: 1:115

DVP PL2022-9344
DRAFT

REGISTERED ARCHITECT
ROBERT ANDREW ROSENTZVEIG
BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

OVERALL ELEVATION - WEST

PROJECT No.: 230122

SCALE:

A-402

2

PAPERSIZE @ 100% SCALE: ARCH E1 (36" x 48")
© KASIAN Architecture, Interior Design & Planning Ltd. 230122_V22_Beach House.pln

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INTERIOR DESIGN &
PLANNING LTD.

1685 - 1500 West Georgia Street
Vancouver, BC, V6G 2Z6
T: 1.604.683.4145 W: kasian.com

MATERIAL PALETTE LEGEND

W1 - NATURAL STONE FINISH
W2 - METAL PANEL - WOOD FINISH
S1 - SOFFIT - METAL PANEL WOOD FINISH
S2 - METAL SLATS - WOOD FINISH
S3 - WOOD ENTRANCE CANOPY
S4 - CORRUGATED METAL SCREENING
F1 - WINDOW FRAME - CHARCOAL METAL
F2 - WINDOW FRAME - SILVER METAL
M1 - PANEL - WHITE
M2 - PANEL - CHARCOAL
G1 - GLAZING - LIGHT GREY
G2 - SPANDREL PANEL - WHITE BACK PAINTED GLASS
B1 - BALCONY GLAZING - CLEAR
P1 - POLISHED CONCRETE

1 NORTH ELEVATION - TOWER ENLARGED TYP.
Scale: 1:100

2 WEST ELEVATION - TOWER ENLARGED TYP.
Scale: 1:100

LEVEL 12 381150
LEVEL 11 378454
LEVEL 10 374898
LEVEL 9 371698
LEVEL 8 368498
LEVEL 7 365298
LEVEL 6 362098
LEVEL 5 358898
LEVEL 4 355698
LEVEL 3 352498

DVP PL2022-9344
DRAFT

REGISTERED ARCHITECT
JEANNINE ROBINSON
BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

ENLARGED ELEVATIONS - SHEET 2

PROJECT No.: 230122 SCALE:

A-406 **2**

PAPERSIZE @ 100% SCALE: ARCH E1 (36 x 42 in.)
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City of Penticton
171 Main St. | Penticton B.C. | V2A 5A9
www.penticton.ca | ask@penticton.ca

Development Permit

Permit Number: DP PL2022-9343

Owner Name
Owner 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: Legal description to be updated after lot consolidation
   Civic: Civic address to be updated after lot consolidation
   PID: PID to be updated after lot consolidation

3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of a 99-unit townhouse and apartment development as shown in the plans attached in Schedule 'A'.

4. In accordance with Section 502 of the Local Government Act a deposit or irrevocable letter of credit, in the amount of $_____ must be deposited prior to, or in conjunction with, an application for a building permit for the development authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 502 of the Local Government Act, to undertake works or other activities required to:

   a. correct an unsafe condition that has resulted from a contravention of this permit,
   b. satisfy the landscaping requirements of this permit as shown in Schedule 'A' or otherwise required by this permit, or
   c. repair damage to the natural environment that has resulted from a contravention of this permit.

5. The holder of this permit shall be eligible for a refund of the security described under Condition 4 only if:

   a. The permit has lapsed as described under Condition 8, or
   b. A completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.

6. Upon completion of the development authorized by this permit, an application for release of securities (Landscape Inspection & Refund Request) must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security in accordance with the City of Penticton Fees and Charges Bylaw (as amended from time to time).

DP PL2022-9343 DRAFT

General Conditions

7. In accordance with Section 501(2) 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'.

8. 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.

9. **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.**

10. 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.

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

Authorized by City Council, the ____ day of June, 2022.

Issued this ____ day of June, 2022.

DP PL2022-9343
DRAFT

_____

Angela Collison
Corporate Officer

BEACH HOUSE

PENTICTON, BC

DEVELOPMENT PERMIT RESUBMISSION | 2022-05-27

THE AIREY GROUP

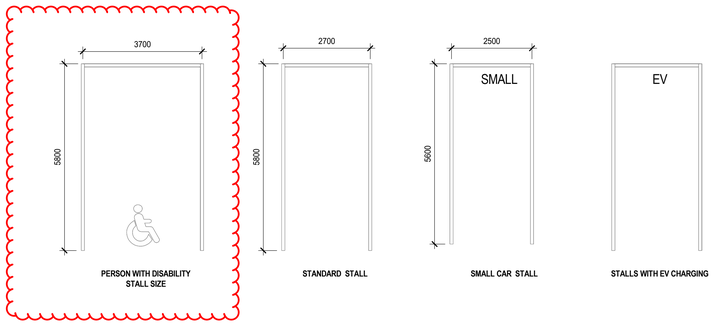
WILDSTONE CONSTRUCTION GROUP

KASIAN ARCHITECTURE, INTERIOR DESIGN AND PLANNING

DRAWING LIST

ARCHITECTURAL	
A-000	COVER PAGE
A-001	DEVELOPMENT ANALYSIS
A-003	PROJECT STATISTICS
A-004	CONTEXTUAL SITE IMAGES
A-005	PROJECT RENDERINGS - SHEET 1
A-006	PROJECT RENDERINGS - SHEET 2
A-101	LOCATION PLAN
A-103	SITE PLAN
A-201	FLOOR PLAN - LEVEL P2
A-202	FLOOR PLAN - LEVEL P1
A-203	FLOOR PLAN - LEVEL 0 (AMENITY DECK)
A-204	FLOOR PLANS - VAN. AVE. BLDG. - LEVELS 1, 2 & 3
A-205	FLOOR PLANS - VAN. AVE. BLDG. - LEVEL 5 & ROOF
A-206	FLOOR PLANS - BEACH HOUSE - ALL LEVELS
A-207	Generator
A-208	TOWNHOUSE OPTIONS
A-301	BUILDING SECTIONS
A-401	OVERALL ELEVATION - NORTH
A-402	OVERALL ELEVATION - WEST
A-403	OVERALL ELEVATION - SOUTH
A-404	OVERALL ELEVATION - EAST
A-405	ENLARGED ELEVATIONS - SHEET 1
A-406	ENLARGED ELEVATIONS - SHEET 2
A-701	AREA PLANS - SHEET 1
A-702	AREA PLANS - SHEET 2

ARCHITECTURAL SYMBOL LEGEND



PERSON WITH DISABILITY STALL SIZE | STANDARD STALL | SMALL CAR STALL | STALLS WITH EV CHARGING

DEVELOPMENT REGULATIONS

PENTICTON ZONING BYLAW 11.9.2

		PERMITTED/REQ.	PROPOSED
MINIMUM LOT WIDTH		30m	51.6m
MINIMUM LOT AREA		550m²	4,951m²
MAXIMUM LOT COVERAGE		60%	**32%**
MAXIMUM DENSITY		1.75 FAR	**1.758 FAR**
MAXIMUM HEIGHT		24m	**34.3m**
MINIMUM FRONT YARD			
	MARINA WAY	1m	**1m**
	VANCOUVER AVE	4m	**4m**
MINIMUM SIDE YARD			
MARINA WAY			
	INTERIOR	0m	**0m**
	EXTERIOR	2m	**2m**
VANCOUVER AVE			
	INTERIOR	2m	**2m**
	EXTERIOR	2m	**2m**
MINIMUM REAR YARD		0m	0m

PENTICTON ZONING BYLAW 11.9.3

A MINIMUM AREA OF 5.0 M² OF AMENITY SPACE SHALL BE PROVIDED PER DWELLING UNIT.	505m² REQUIRED	**3850m²** PROPOSED INCLUDING 1750m² PRIVATE AMENITY SPACE

PROJECT INFORMATION

PROJECT ADDRESS: **230 MARINA WAY DEVELOPMENT, PENTICTON, BC**

LEGAL ADDRESS: **- LOT 1 SHOWN ON PLAN B5470 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 3218 - GROUND ORIENTED RESIDENTIAL**
- LOT 3 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP79185 - GROUND ORIENTED RESIDENTIAL
- LOT 3 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 3219 - DOWNTOWN MIXED USE
- LOT A DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP85185 - DOWNTOWN MIXED USE
- LOT A DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP82861 - DOWNTOWN MIXED USE

PROPOSED ZONING: **C9**

PROPOSED USES: **APARTMENT/TOWNHOUSE**

PROPOSED STOREYS: **MARINA WAY TOWER - 10 STOREYS - 34.3m**
VANCOUVER BUILDING - 4 STOREYS - 12.8m

SITE AREA: **4,951m²**

MARINA WAY TOWER AREA MATRIX

LEVEL	UNITY TYPE AND AREA (sqm) 1	2	3	4	5	6	7	# OF UNITS	UNIT AREA (sqm)	NET FLOOR AREA (sqm)	STUDIO	1 BED	1 BED + DEN	2 BED	2 BED + DEN	3 BED	3 BED + DEN
LEVEL 3	97	80	86	66	-	63	77	6	468	589			2	2	2		
LEVEL 4	97	80	86	66	77	63	77	7	545	589			2	3	2		
LEVEL 5	97	80	86	66	77	63	77	7	545	589			2	3	2		
LEVEL 6	97	80	86	66	77	63	77	7	545	589			2	3	2		
LEVEL 7	97	80	86	66	77	63	77	7	545	589			2	3	2		
LEVEL 8	97	80	86	66	77	63	77	7	545	589			2	3	2		
LEVEL 9	97	80	86	66	77	63	77	7	545	589			2	3	2		
LEVEL 10	134	111	106	110				4	461	501					1	2	1
TOTAL								**52**	**4196**	**4624**			**14**	**20**	**15**	**2**	**1**

VANCOUVER AVE AREA MATRIX

LEVEL	UNITY TYPE AND AREA (sqm) 1	2	3	4	5	6	7	8	9	10	#OF UNITS	UNIT AREA (sqm)	NET FLOOR AREA (sqm)	STUDIO	1 BED	1 BED + DEN	2 BED	2 BED + DEN	3 BED
LEVEL 0	65	80	57	-							3	201	332			2	1		
LEVEL 1	85	80	63	64	55	45	45	65	89		9	591	701	2	1	2	4		
LEVEL 2	85	80	63	64	55	44	45	45	65	89	10	634	709	3	1	2	4		
LEVEL 3	85	80	63	64	55	44	45	45	65	89	10	634	709	3	1	2	4		
LEVEL 4	77	79	64	55	74	58	78				7	484	563		3		4		
TOTAL											**39**	**2545**	**3014**	**8**	**6**	**8**	**17**		

TOWNHOME AREA MATRIX

LEVEL	UNITY TYPE AND AREA (sqm) 1	2	3	4	5	6	7	8	# OF UNITS	UNIT AREA (sqm)	NET FLOOR AREA (sqm)	STUDIO	1 BED	1 BED + DEN	2 BED	2 BED + DEN	3 BED
P1	57	60	60	61	68	58	58	61			502						
P2	49	50	50	52	55	51	50	53			428						
	106	**110**	**110**	**113**	**123**	**109**	**108**	**114**	**8**	**779**	**930**				6	2	

FAR /m2	
TOTAL SITE AREA	4,951
NET FLOOR AREA	8,649

# OF UNITS	99

	REQ.	PROPOSED
FAR	1.75 MAX.	**1.7468**

NOTE: REFER TO SHEET A-701&702 FOR AREAS INCLUDED IN FAR CALCULATION

PARKING REQUIREMENT

		REQ.		PROPOSED	
CITY REQUIRED RESIDENTIAL PARKING	1 STALL PER DWELLING UNIT	99		164	INCLUDING 13 SMALL CAR STALLS
CITY REQUIRED VISITORS PARKING	0.25 STALLS PER DWELLING UNIT	25			
ACCESSIBLE PARKING	3/101 REQ PARKING + 2% OF TOTAL SPACES OVER 100 SPACES	4		5	
	TOTAL	**124**		**169**	
C1 BICYCLE PARKING	0.5 PER DWELLING UNIT	**49.5**	**C1**	102	
C2 BICYCLE PARKING	0.1 PER DWELLING UNIT	**9.9**	**C2**	10	

DP PLAN
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REGISTERED ARCHITECT CATHERINE ROBINSON BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

PROJECT STATISTICS

PROJECT No.: 230122 SCALE: As indicated

A-003 2

PAPERSIZE @ 100% SCALE: ARCH E1 (36" x 42")
Autodesk Docs://230122 Beach House/A_Penticton Marina Way_230122_V25.rvt

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DP PL 2022-9343
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REGISTERED ARCHITECT
CHRISTINE ROBINSON
PROVINCE OF BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

PROJECT RENDERINGS - SHEET 1

PROJECT No.: 230122 SCALE:

A-005 **2**

PAPERSIZE @ 100% SCALE: ARCH E1 (36" x 42")

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REGISTERED ARCHITECT
JOHN MACKENZIE ROBINSON
BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

PROJECT RENDERINGS - SHEET 2

PROJECT No.: 230122 SCALE:

A-006 **2**

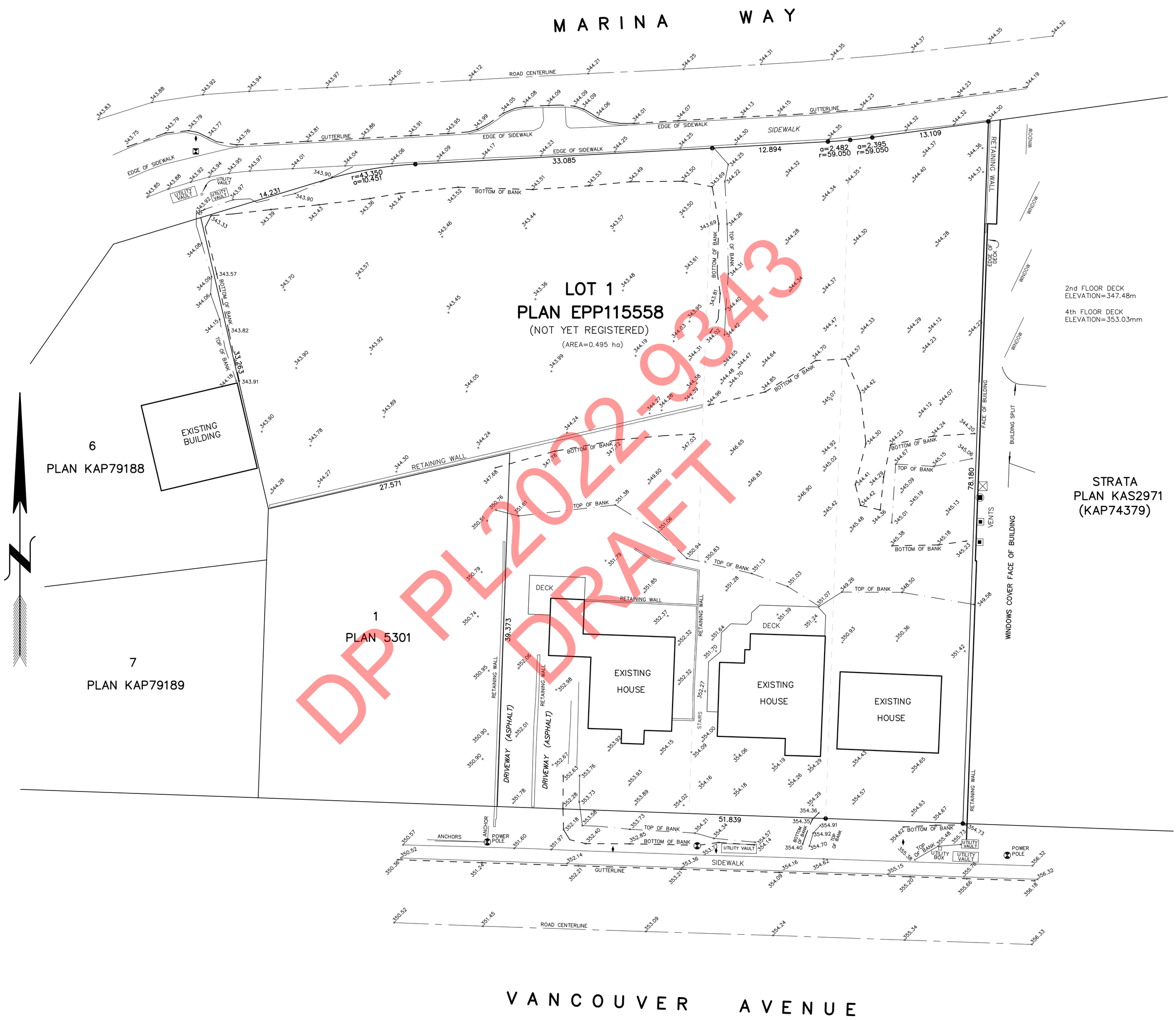
Architect Docs\230122 Beach House\A_Pentiction Marina Way_230122_v22.rvt

SITE PLAN OF LOT 1, DL 202, SDYD, PLAN EPP115558 (NOT YET REGISTERED)

SCALE 1:250

5 2.5 0 5 10 15 metres

CIVIC ADDRESS: 206 AND 236 MARINA WAY & 201, 203, 225 AND 247 VANCOUVER AVENUE, PENTICTON, B.C.
CURRENT PID's: 026-945-711, 027-280-128, 026-443-911, 010-875-531, 010-875-859



DP PLAN
DRAFT
2022-9343

OTHER SMALL RETAINING WALLS EXIST WHICH ARE NOT SHOWN

NOTE: SUBJECT TO THE NON-FINANCIAL CHARGES AND INTERESTES WHICH MAY AFFECT THE PROPERTY SEE CERTIFICATE OF TITLE AND RELATED CHARGE DOCUMENTS FOR CONFIRMATION

THIS PLAN IS BASED ON LAND TITLE AND SURVEY AUTHORITY RECORDS AND A FIELD SURVEY. UNREGISTERED INTERESTS HAVE NOT BEEN CONSIDERED.

LAND SURVEYING COMPANY AND SURVEYOR ACCEPT NO RESPONSIBILITY FOR AND HEREBY DISCLAIM ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT, SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DIRECT OR INDIRECT USE

THIS PLAN IS PREPARED SOLELY FOR A LIMITED CONTRACTUAL USE BETWEEN MANDEVILLE LAND SURVEYING AND OUR CLIENT. IT IS NOT TO BE USED FOR THE LOCATION OF PROPERTY LINES. WE ACCEPT NO RESPONSIBILITY FOR ANY UNAUTHORIZED USE.

FIELD SURVEY COMPLETED THIS 7th DAY OF OCTOBER, 2021

ELEVATIONS ARE GEODETIC (ORTHOMETRIC HTv2.0) DERIVED FROM PENTICTON MONUMENT 84H0129

ALL DIMENSIONS ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE NOTED

LEGEND

- ● – IRON POST FOUND
- x353.93 – SPOT ELEVATION
- ⊠ – POWER POLE
- ♦ – WATER VALVE
- ⊠ – FIRE HYDRANT

MANDEVILLE LAND SURVEYING INC.
PROFESSIONAL B.C. AND CANADA LAND SURVEYORS
582 MARTIN STREET, PENTICTON, B.C.
PH: 250-488-6377 WEB: MSURVEYING.COM

FILE: 19-149 DWG: 19-149C

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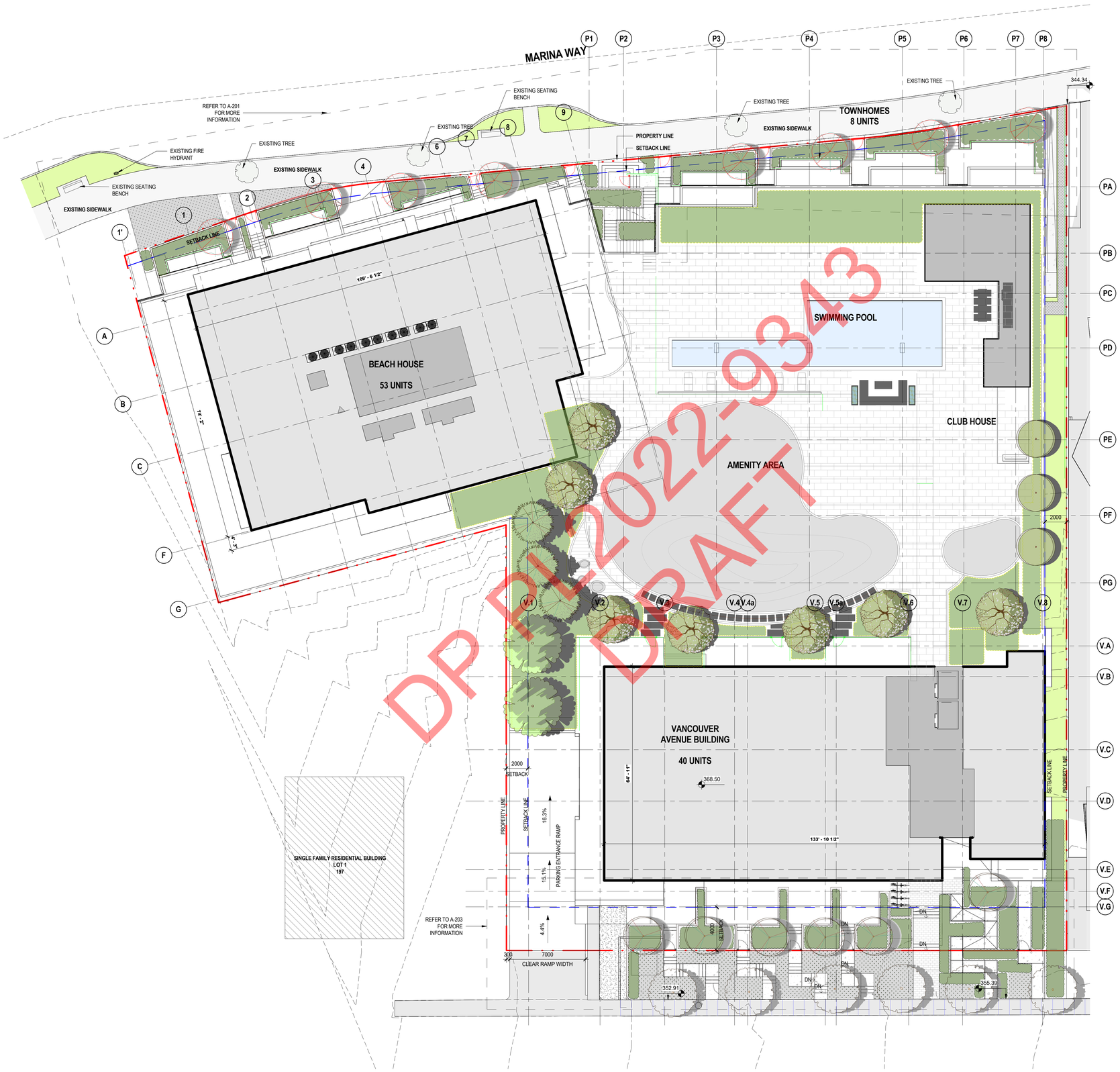

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2022-05-27

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2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

SITE PLAN

PROJECT No.: 230122 SCALE: 1 : 150

A-103 2

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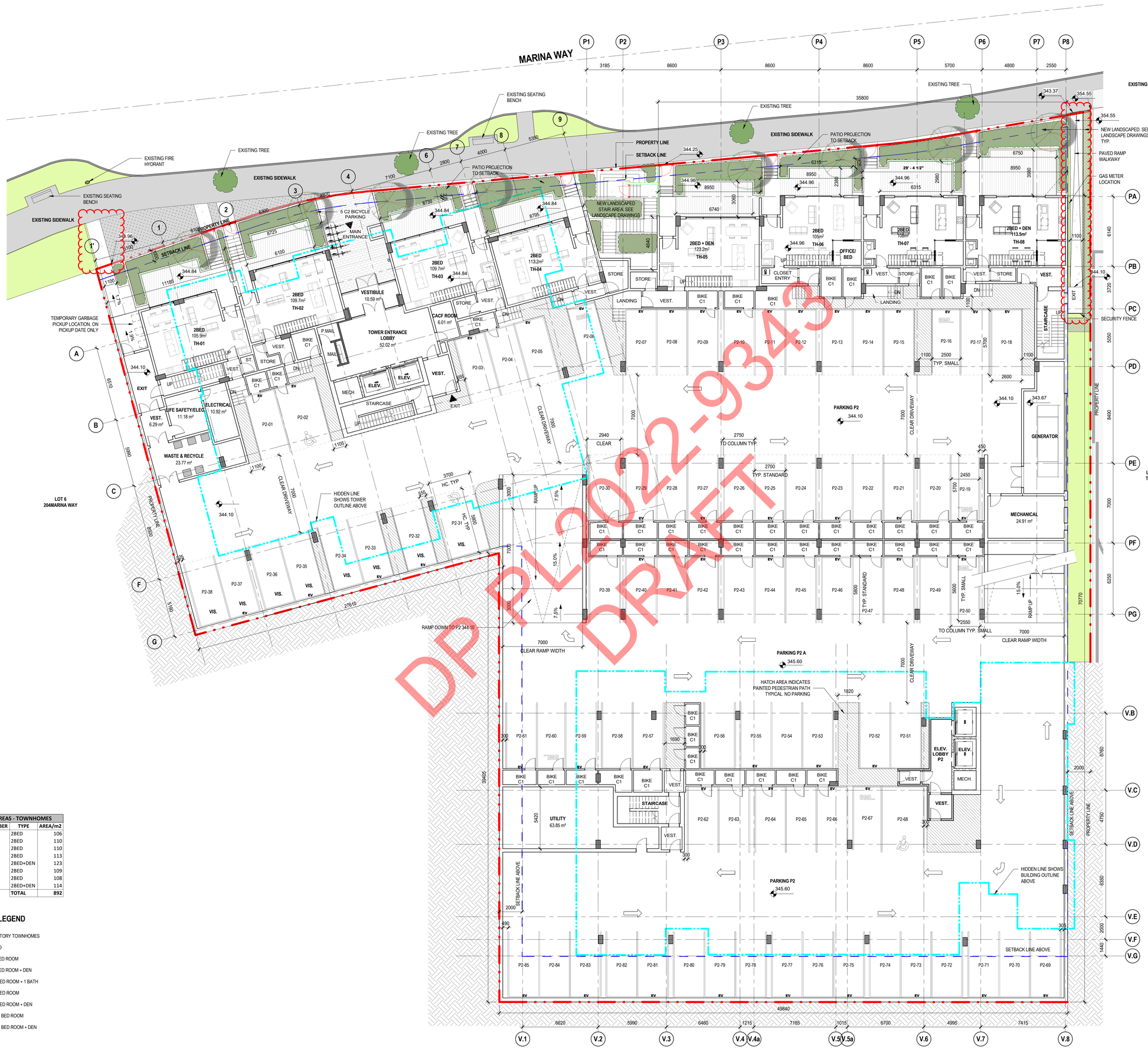

2022-9345
DP PLC
DRAFT

SUITE AREAS - TOWNHOMES		
ROOM NUMBER	TYPE	AREA/m2
TH-01	2BED	106
TH-02	2BED	110
TH-03	2BED	110
TH-04	2BED	113
TH-05	2BED+DEN	123
TH-06	2BED	109
TH-07	2BED	108
TH-08	2BED+DEN	114
	TOTAL	892

UNIT MIX LEGEND

- TWO STORY TOWNHOMES
- STUDIO
- ONE BED ROOM
- ONE BED ROOM + DEN
- TWO BED ROOM + 1 BATH
- TWO BED ROOM
- TWO BED ROOM + DEN
- THREE BED ROOM
- THREE BED ROOM + DEN

Autodesk Docs://230122 Beach House/A_Penticton Marina Way_230122_r22.rvt

REGISTERED ARCHITECT
CATHERINE ROBINSON
BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

FLOOR PLAN - LEVEL P2

PROJECT No.: 230122

SCALE: As indicated

A-201 **2**

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HATCH AREA INDICATES PATINED PEDESTERIAN PATH TYPICA. NO PARKING

HATCH AREA INDICATES PATINED PEDESTERIAN PATH TYPICA. NO PARKING

HIDDEN LINE SHOWS TOWER OUTLINE ABOVE

HIDDEN LINE SHOWS BUILDING OUTLINE ABOVE

SETBACK LINE

PARKING P1 347.25

PARKING P1A 348.75

CLEAR DRIVEWAY

CLEAR RAMP WIDTH

CLEAR ENTRANCE RAMP

RAMP UP

RAMP DOWN

PARKING ENTRANCE RAMP

PARKING ENTRANCE OVERHEAD DOOR

TYP. STANDARD

TO COLUMN TYP.

SETBACK

SUITE AREAS - TOWNHOMES		
ROOM NUMBER	TYPE	AREA/m2
TH-01	2BED	106
TH-02	2BED	110
TH-03	2BED	110
TH-04	2BED	113
TH-05	2BED+DEN	123
TH-06	2BED	109
TH-07	2BED	108
TH-08	2BED+DEN	114
	TOTAL	892

UNIT MIX LEGEND

- TWO STORY TOWNHOMES
- STUDIO
- ONE BED ROOM
- ONE BED ROOM + DEN
- TWO BED ROOM + 1 BATH
- TWO BED ROOM
- TWO BED ROOM + DEN
- THREE BED ROOM
- THREE BED ROOM + DEN

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

2022-05-27

BEACH HOUSE

MARINA WAY
PENTICTON, BC

FLOOR PLAN - LEVEL P1

PROJECT No.: 230122 SCALE: As indicated

A-202 2

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DP PL2022-9343
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SUITE AREAS - BEACH HOUSE		
ROOM NUMBER	TYPE	AREA/m2
301	2BED+DEN	97
302	2BED	80
303	2BED+DEN	86
304	1BED+DEN	66
305	2BED	-
306	1BED+DEN	63
307	2BED	77
	TOTAL	468

SUITE AREAS - VAN AVE		
ROOM NUMBER	TYPE	AREA/m2
1	2BED	65
2	2BED	80
3	1BED	57
4	JR. 2BED	-
	TOTAL	201

UNIT MIX LEGEND

- TWO STORY TOWNHOMES
- STUDIO
- ONE BED ROOM
- ONE BED ROOM + DEN
- TWO BED ROOM + 1 BATH
- TWO BED ROOM
- TWO BED ROOM + DEN
- THREE BED ROOM
- THREE BED ROOM + DEN

2022-06-03

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-06-03	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

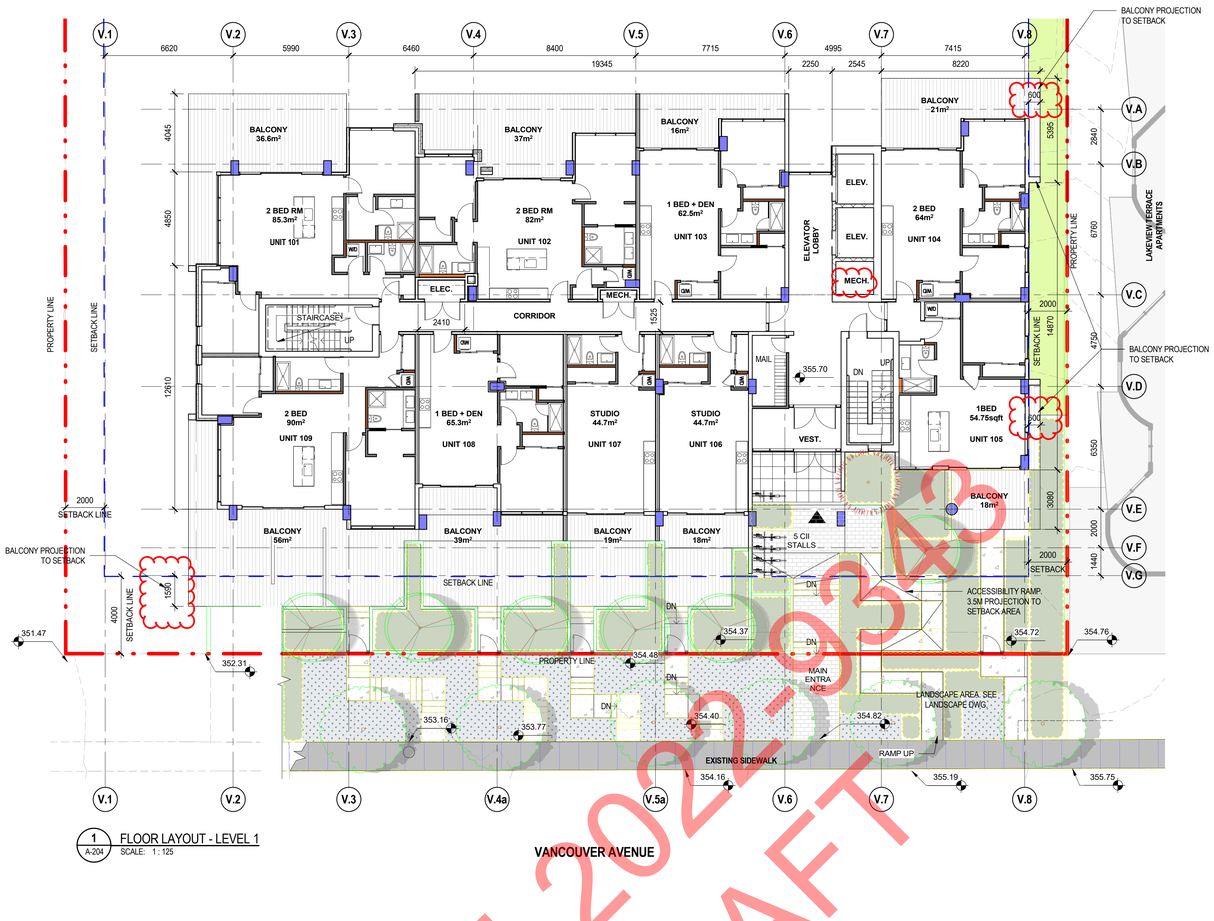
BEACH HOUSE

MARINA WAY
PENTICTON, BC

FLOOR PLAN - LEVEL 0 (AMENITY DECK)

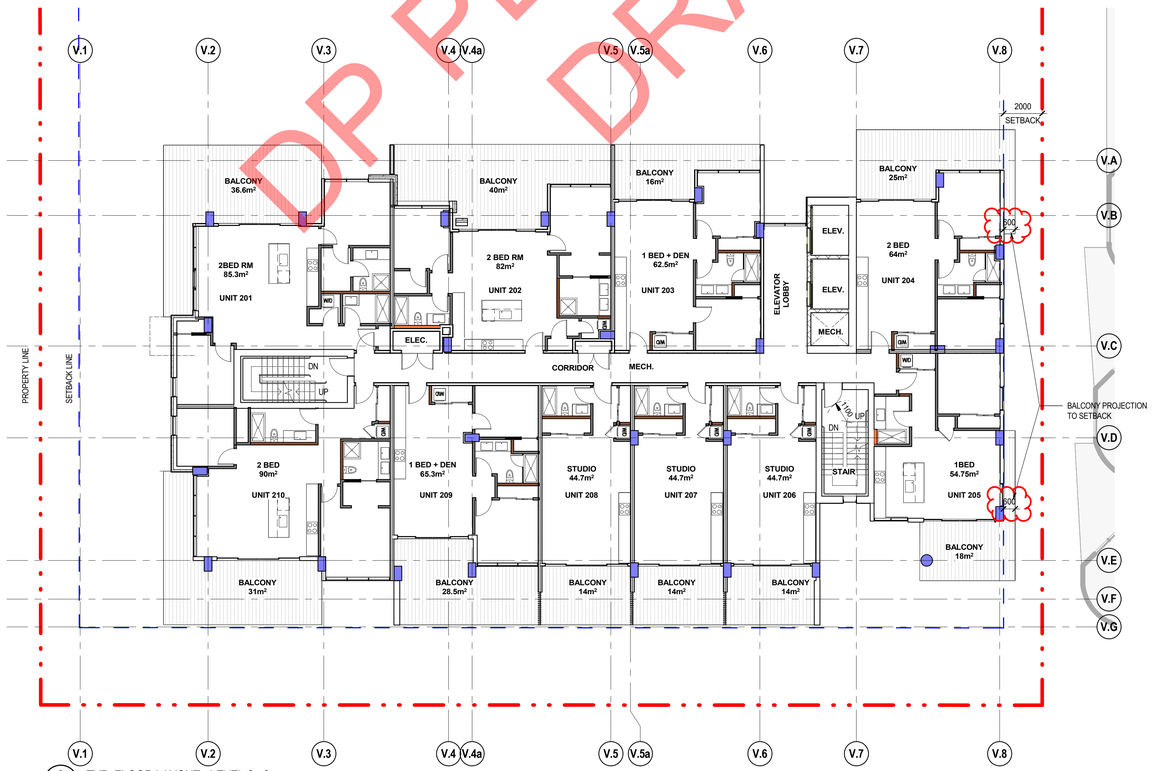
PROJECT No.: 230122 SCALE: As indicated

A-203 **2**



1 A-204 FLOOR LAYOUT - LEVEL 1
SCALE: 1 : 125

VANCOUVER AVENUE



2 A-204 TYP. FLOOR LAYOUT - LEVEL 2 - 3
SCALE: 1 : 125

SUITE AREAS - VAN AVE - LEVEL 1		
ROOM NUMBER	TYPE	AREA/m2
101	2BED+DEN	85
102	2BED	80
103	1BED+DEN	63
104	JR. 2BED	64
105	1BED+DEN	55
106	STUDIO	45
107	STUDIO	45
108	JR. 2BED	65
109	2BED+DEN	89
	TOTAL	591

SUITE AREAS - VAN AVE - TYP. 2&3		
ROOM NUMBER	TYPE	AREA/m2
201	2BED+DEN	85
202	2BED	80
203	1BED+DEN	63
204	JR. 2BED	64
205	1BED+DEN	55
206	STUDIO	44
207	STUDIO	45
208	STUDIO	45
209	JR. 2BED	65
210	2BED+DEN	89
	TOTAL	634

UNIT MIX LEGEND

- TWO STORY TOWNHOMES
- STUDIO
- ONE BED ROOM
- ONE BED ROOM + DEN
- TWO BED ROOM + 1 BATH
- TWO BED ROOM
- TWO BED ROOM + DEN
- THREE BED ROOM
- THREE BED ROOM + DEN

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REGISTERED ARCHITECT JOHNNE ROSSITER BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

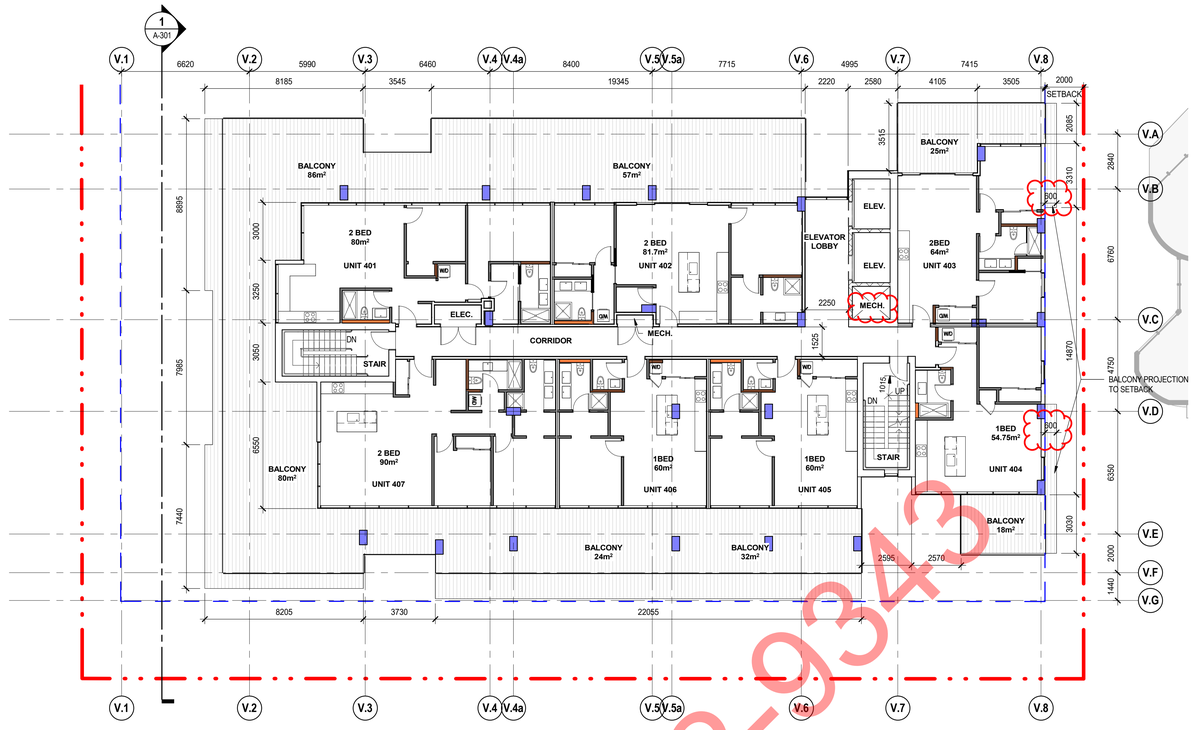
BEACH HOUSE

MARINA WAY
PENTICTON, BC

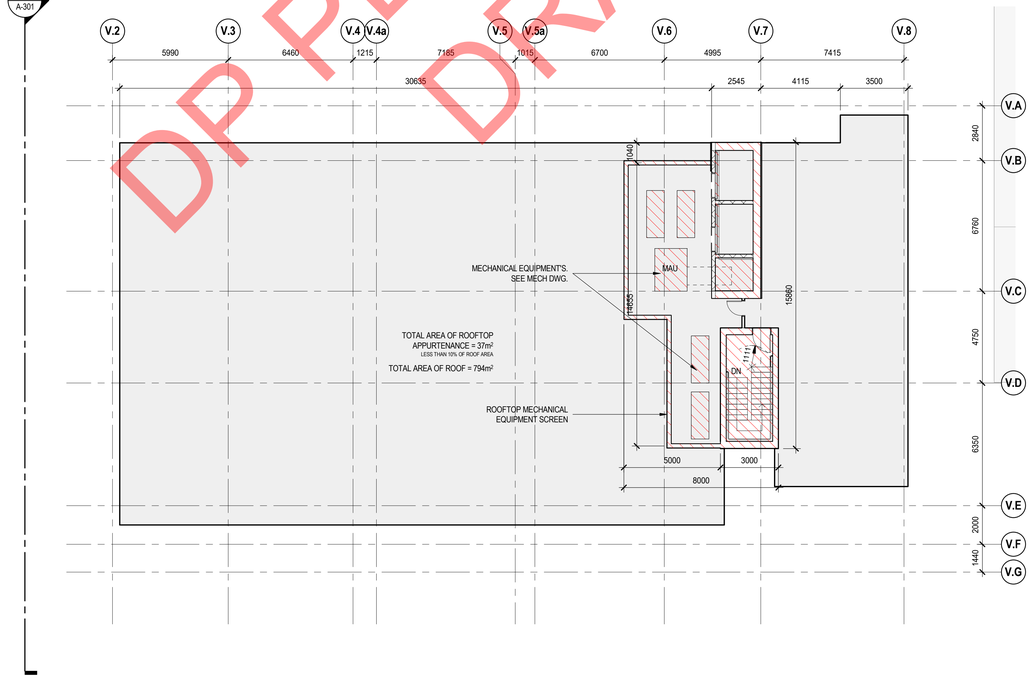
FLOOR PLANS - VAN. AVE. BLDG. - LEVELS 1, 2 & 3

PROJECT No.: 230122
SCALE: As indicated

A-204 2



1 A-205 FLOOR LAYOUT - LEVEL 4 - PENTHOUSE
SCALE: 1 : 125



2 A-205 ROOF PLAN - VAN AVE
SCALE: 1 : 125

SUITE AREAS - VAN AVE - LEVEL 4		
ROOM NUMBER	TYPE	AREA/m2
401	2BED+DEN	77
402	2BED	79
403	IR. 2BED	64
404	1BED+DEN	55
405	2BED	74
406	1BD	44
407	2BED	78
	TOTAL	**470**

UNIT MIX LEGEND

- TWO STORY TOWNHOMES
- STUDIO
- ONE BED ROOM
- ONE BED ROOM + DEN
- TWO BED ROOM + 1 BATH
- TWO BED ROOM
- TWO BED ROOM + DEN
- THREE BED ROOM
- THREE BED ROOM + DEN

DP PL2022-9343
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REGISTERED ARCHITECT
CHRISTINE ROSSETTI
BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
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1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

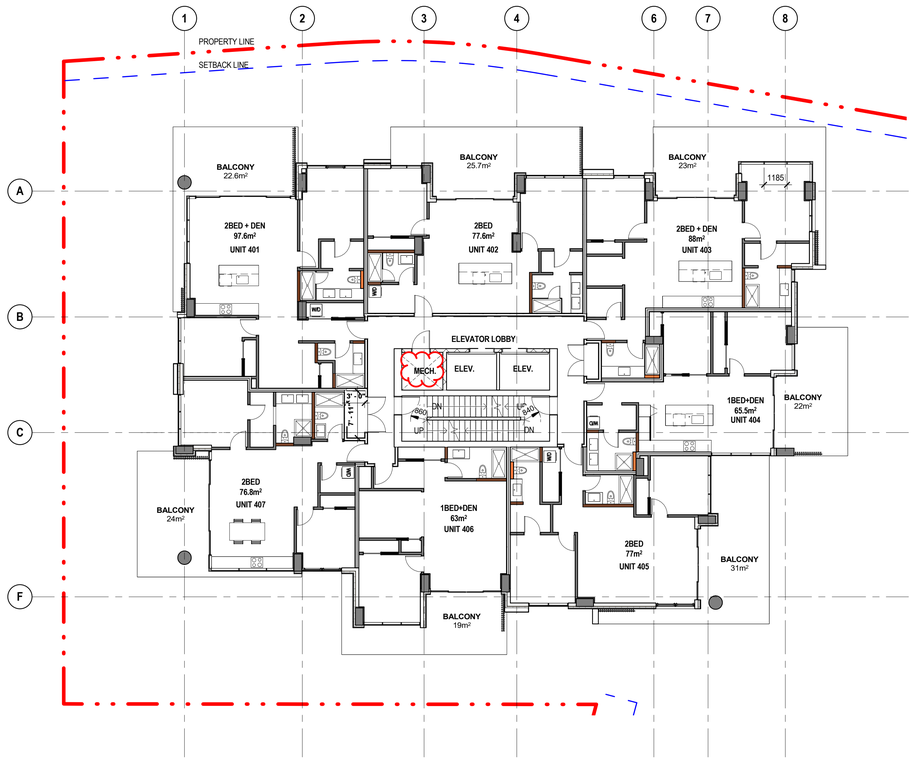
BEACH HOUSE

MARINA WAY
PENTICTON, BC

FLOOR PLANS - VAN. AVE. BLDG. - LEVEL 5 & ROOF

PROJECT No.: 230122
SCALE: As indicated

A-205 **2**



1 A-206 TYP. FLOOR LAYOUT - LEVEL 4-9
SCALE: 1 : 125

FLOOR PLATE
AREA 6,500sqft

2 A-206 FLOOR LAYOUT - LEVEL 10 - PH
SCALE: 1 : 125

2022-9343
DP PL20
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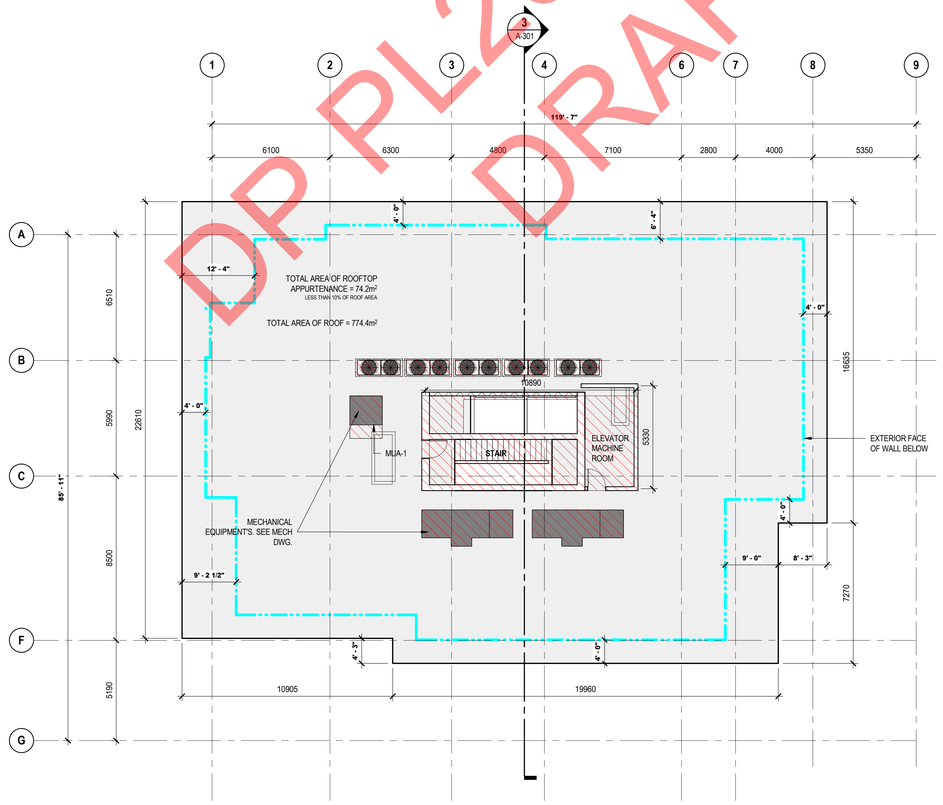

3 A-206 ROOF PLAN - MARINA WAY
SCALE: 1 : 125

SUITE AREAS - BEACH HOUSE TYP 4-9		
ROOM NUMBER	TYPE	AREA/m2
401	2BED+DEN	97
402	2BED	80
403	2BED	86
404	1BED+DEN	66
405	2BED	77
406	1BED+DEN	63
407	2BED	77
	TOTAL	545

SUITE AREAS - BEACH HOUSE L10		
ROOM NUMBER	TYPE	AREA/m2
1001	3BED+DEN	134
1002	3BED	111
1003	2BED+DEN	106
1004	3BED	110
	TOTAL	461

UNIT MIX LEGEND

- TWO STORY TOWNHOMES
- STUDIO
- ONE BED ROOM
- ONE BED ROOM + DEN
- TWO BED ROOM + 1 BATH
- TWO BED ROOM
- TWO BED ROOM + DEN
- THREE BED ROOM
- THREE BED ROOM + DEN

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REGISTERED ARCHITECT CATHERINE ROBINSON BRITISH COLUMBIA

2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
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1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

FLOOR PLANS - BEACH HOUSE - ALL LEVELS

PROJECT No.: 230122 SCALE: As indicated

A-206 **2**

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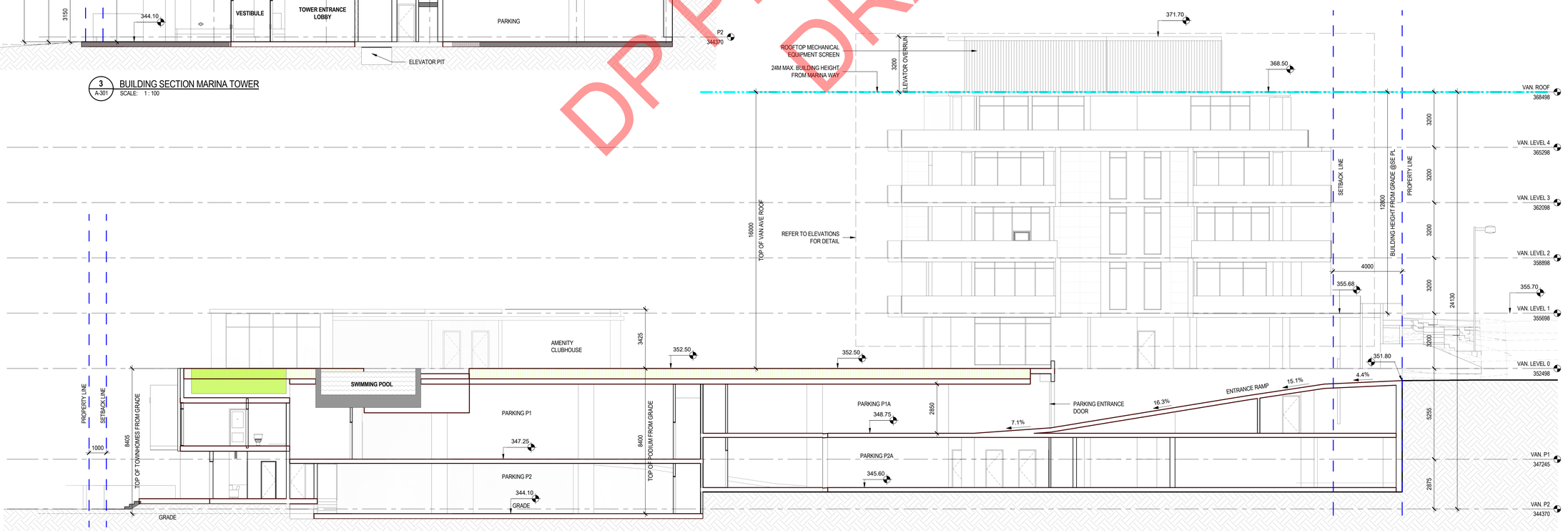
3 A-301 BUILDING SECTION MARINA TOWER
SCALE: 1 : 100



1 A-301 BUILDING SECTION - VAN AVE
SCALE: 1 : 100

DP PL2022-9343
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REGISTERED ARCHITECT
CHRISTINE ROSSETTI
BRITISH COLUMBIA

2022-05-27

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BEACH HOUSE

MARINA WAY
PENTICTON, BC

BUILDING SECTIONS

PROJECT No.: 230122 SCALE: 1 : 100

A-301 2

PAPERSIZE @ 100% SCALE: ARCH E1 (36 x 42 in)
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1 NORTH ELEVATION VIEW
Scale: 1:115

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2022-05-27

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BEACH HOUSE

MARINA WAY
PENTICTON, BC

OVERALL ELEVATION - NORTH

PROJECT No.: 230122 SCALE:

A-401 2

PAPERSIZE @ 100% SCALE: ARCH E1 (36 x 42 in)
C:\Revit Projects_Kasian Marina Way_230122_CD_Tobi.Mallett.rvt

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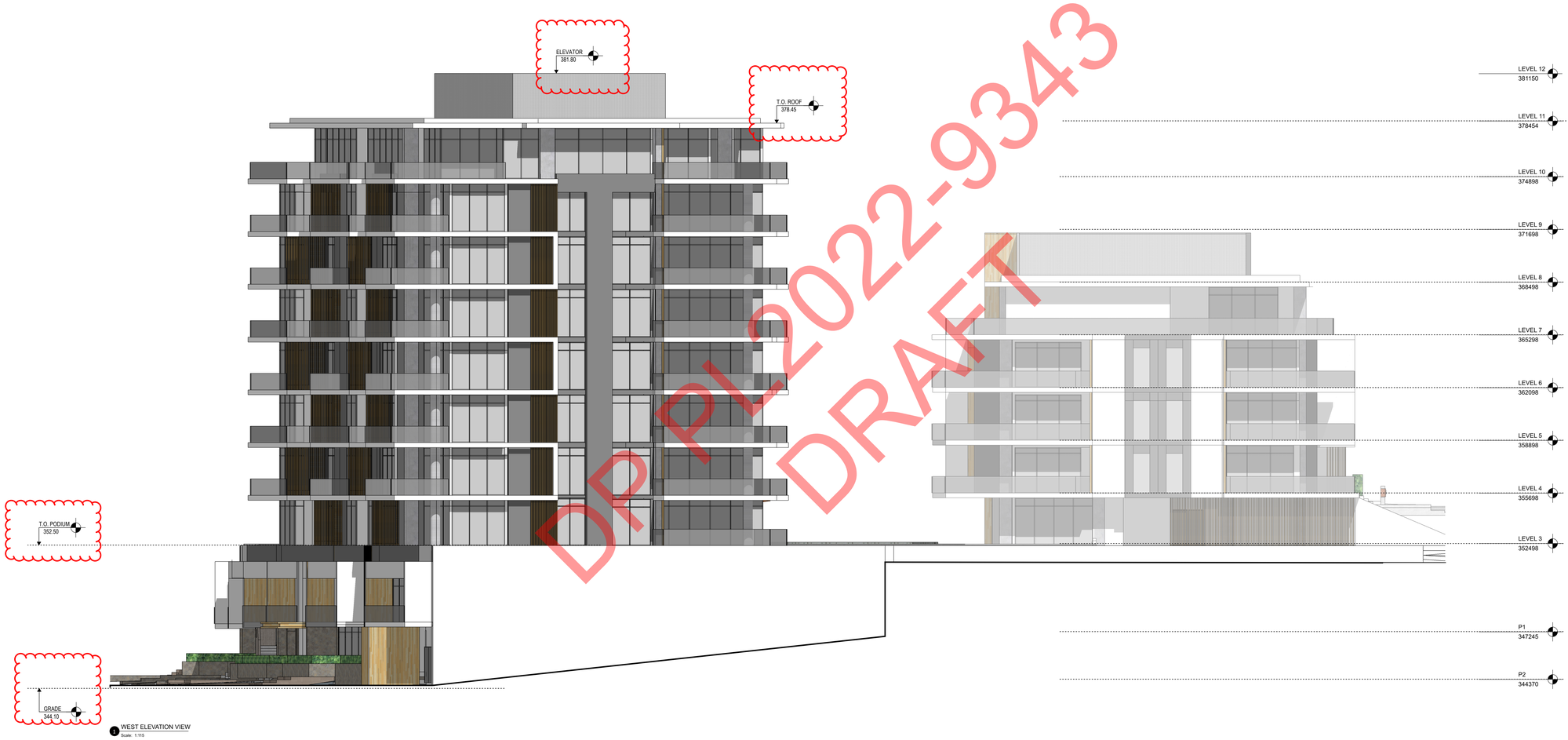

1 WEST ELEVATION VIEW
Scale: 1:115

DP PL2022-9343
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2022-05-27

REV.	DATE	REVISION / DRAWING ISSUE
2	2022-05-27	RE-DP
1	2022-04-25	DEVELOPMENT PERMIT APPLICATION

BEACH HOUSE

MARINA WAY
PENTICTON, BC

OVERALL ELEVATION - WEST

PROJECT No.: 230122 SCALE:

A-402 2

PAPERSIZE @ 100% SCALE: ARCH E1 (36" x 48")
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1 SOUTH ELEVATION VIEW
Scale: 1:115

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REGISTERED ARCHITECT
ROBERT CHRISTINE ROSKELLEY
BRITISH COLUMBIA

2022-05-27

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BEACH HOUSE

MARINA WAY
PENTICTON, BC

OVERALL ELEVATION - SOUTH

PROJECT No.: 230122 SCALE:

A-403 2

PAPERSIZE @ 100% SCALE: ARCH E1 (36" x 48")
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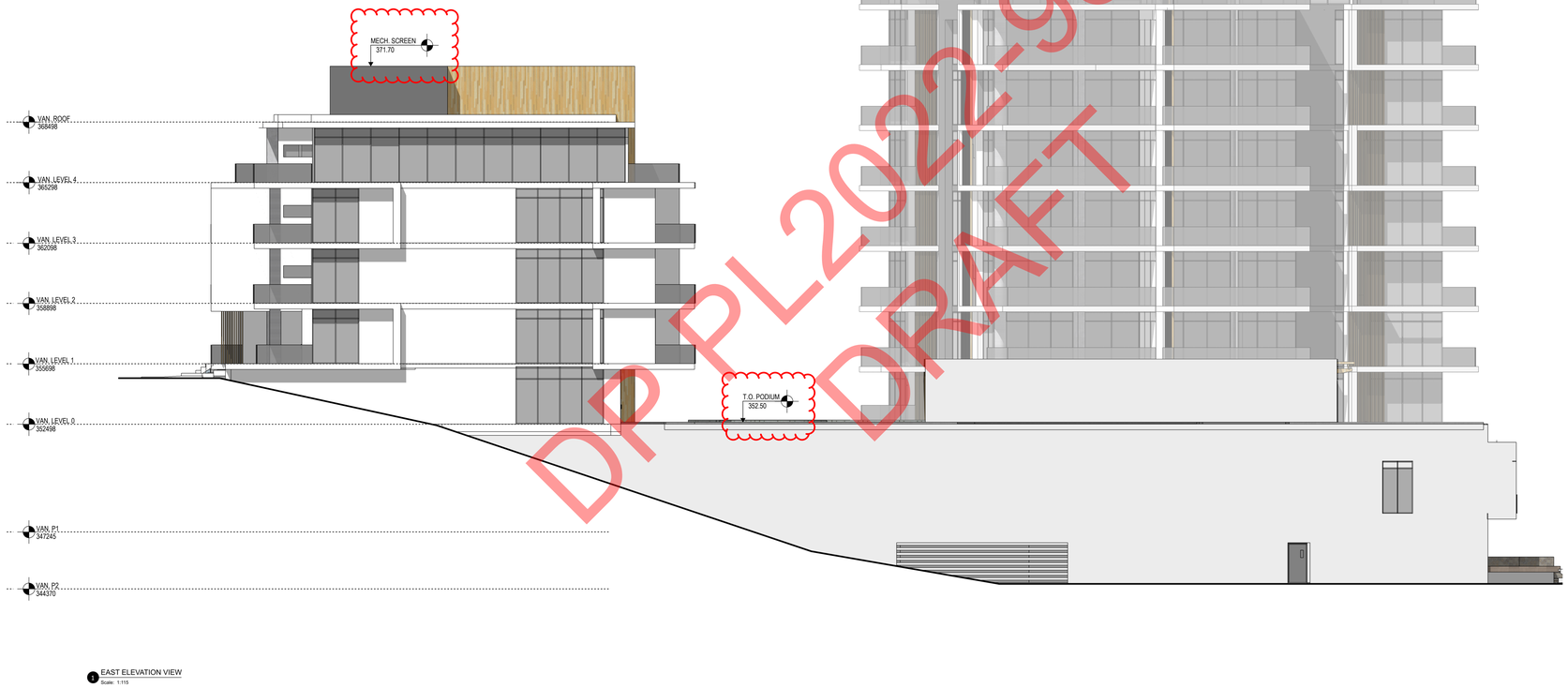

1 EAST ELEVATION VIEW
Scale: 1:115

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BEACH HOUSE

MARINA WAY
PENTICTON, BC

OVERALL ELEVATION - EAST

PROJECT No.: 230122 SCALE:

A-404 2

PAPERSIZE @ 100% SCALE: ARCH E1 (36" x 42")
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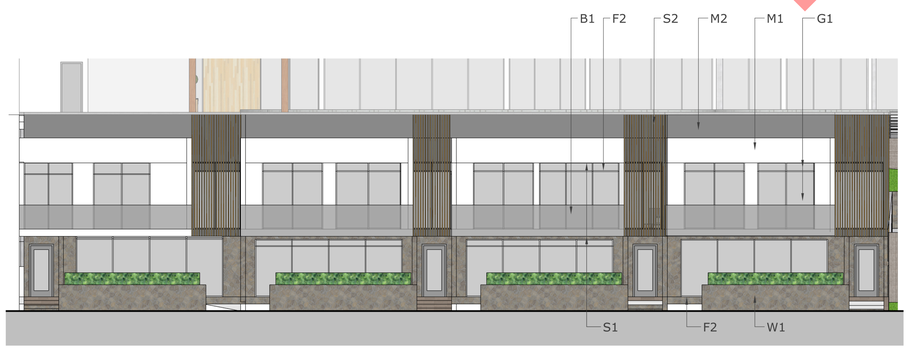
MATERIAL PALETTE LEGEND

W1 - NATURAL STONE FINISH
W2 - METAL PANEL - WOOD FINISH
S1 - SOFFIT - METAL PANEL WOOD FINISH
S2 - METAL SLATS - WOOD FINISH
S3 - WOOD ENTRANCE CANOPY
S4 - CORRUGATED METAL SCREENING
F1 - WINDOW FRAME - CHARCOAL METAL
F2 - WINDOW FRAME - SILVER METAL
M1 - PANEL - WHITE
M2 - PANEL - CHARCOAL
G1 - GLAZING - LIGHT GREY
G2 - SPANDREL PANEL - WHITE BACK PAINTED GLASS
B1 - BALCONY GLAZING - CLEAR
P1 - POLISHED CONCRETE

1 SOUTH ELEVATION - ENLARGED
Scale: 1:100

2 WEST ELEVATION - ENLARGED
Scale: 1:100



3 NORTH ELEVATION - ENLARGED
Scale: 1:100

4 NORTH ELEVATION - ENLARGED
Scale: 1:100

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2022-05-27

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BEACH HOUSE

MARINA WAY
PENTICTON, BC

ENLARGED ELEVATIONS - SHEET 1

PROJECT No.: 230122 SCALE:

A-405 **2**

PAPERSIZE @ 100% SCALE: ARCH E1 (36 x 42 in.)
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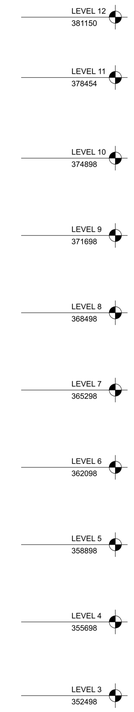
MATERIAL PALETTE LEGEND

W1 - NATURAL STONE FINISH
W2 - METAL PANEL - WOOD FINISH
S1 - SOFFIT - METAL PANEL WOOD FINISH
S2 - METAL SLATS - WOOD FINISH
S3 - WOOD ENTRANCE CANOPY
S4 - CORRUGATED METAL SCREENING
F1 - WINDOW FRAME - CHARCOAL METAL
F2 - WINDOW FRAME - SILVER METAL
M1 - PANEL - WHITE
M2 - PANEL - CHARCOAL
G1 - GLAZING - LIGHT GREY
G2 - SPANDREL PANEL - WHITE BACK PAINTED GLASS
B1 - BALCONY GLAZING - CLEAR
P1 - POLISHED CONCRETE

1 NORTH ELEVATION - TOWER ENLARGED TYP.
Scale: 1:100

2 WEST ELEVATION - TOWER ENLARGED TYP.
Scale: 1:100



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BEACH HOUSE

MARINA WAY
PENTICTON, BC

ENLARGED ELEVATIONS - SHEET 2

PROJECT No.: 230122 SCALE:

A-406 **2**

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Sheet List Table

Sheet Number	Sheet Title
L-01	COVER PAGE
L-02	LANDSCAPE PLAN-P2
L-03	LANDSCAPE PLAN
L-04	LANDSCAPE PLAN- L1
L-05	GRADING AND FENCING PLAN
L-06	GRADING AND FENCING PLAN P2&L1
L-07	PLANTING PALETTE
L-07A	PLANTING TEMPLATE
LS-01	SECTIONS
LS-02	SECTIONS
LD-01	DETAILS
LD-02	DETAILS
LD-03	DETAILS

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Drawing Title: COVER PAGE

NORTH

VDZ Project #: DP2022-10

Drawing #: L-01

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LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
	5,6,7 LD-01	CONCRETE PAVING
Charcoal / Tan	1,2 LD-02	CONCRETE PAVERS
	8 LD-01	PROCELAIN SLAB in combination with hydrapressed concrete slab
	4 LD-02	DRIP STRIP
	1,2 LD-01	PROPOSED TREE Refer to tree schedule
	3,4 LD-01	SHRUB PLANTING
		SOD See landscape notes for specifications

FENCING AND WALL LEGEND

KEY	REF.	DESCRIPTION
		UNIT DIVIDER / PRIVACY SCREEN
		WOOD PRIVACY FENCE
T T		1.1M GUARDRAIL refer to Arch.
		HAND RAIL
		PICKET FENCE

LIGHTING

KEY	REF.	DESCRIPTION
		UP LIGHT
		WALL LIGHT
		PATH LIGHT

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	QTY
	Cornus kousa / Kousa Dogwood	B&B	6cm	8

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CASCADING STEPS

Concrete stairs design to provide a welcoming feature for residents and visitors. integrated privacy gate to be provided at feature signage wall

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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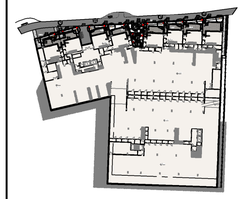
Key Map (NTS)



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Drawing Title: LANDSCAPE PLAN-P1&L1

NORTH

VDZ Project #: DP2022-10

Drawing #: L-02

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LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
Coffee Cream / Cascade Granite	8 LD-01	PORCELAIN SLAB in combination with hydrapressed concrete slab
Onda Pearl	8 LD-01	PATIO PAVING
	2 LD-02	DECKING
	1 LD-02	STEPPING SLAB
	1,2 LD-01	PROPOSED TREE Refer to tree schedule
	3,4 LD-01	SHRUB PLANTING
		SOD See landscape notes for specifications

NOTE:
1. Pool decking material to be confirmed with healthy authority for slip resistance and other safety concerns.

FENCING AND WALL LEGEND

KEY	REF.	DESCRIPTION
	8 LD-02	1.5M GLASS POOL FENCE
	9 LD-02	1.2M METAL PICKET FENCE

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Acer campestre / Hedge Maple	B&B	6cm		5
	Fagus sylvatica `Dawyck Gold` / European Beech	B&B	6cm		9
	Pinus Flexilis / Vanderwolf Pine	B&B		3.5m ht.	6
	Syringa reticulata `Ivory Silk` / Ivory Silk Japanese Tree Lilac	B&B	6cm		9

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Drawing Title: LANDSCAPE PLAN

NORTH

VDZ Project #: DP2022-10

Drawing #: L-03

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NOTE
Steps to follow grade and to provide access to ground units with no fall heights greater than 600mm

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Carpinus betulus 'Fastigiata' / Pyramidal European Hornbean	B&B	6cm		6
	Magnolia stellata / Star Magnolia	B&B	6cm		5
	Picea glauca / White Spruce	B&B		3.5m ht.	1

LANDSCAPE LEGEND

KEY	REF.	DESCRIPTION
	5,6,7 LD-01	CONCRETE PAVING
Charcoal / Tan	1,2 LD-02	FEATURE PAVERS
	8 LD-01	PROCELAIN SLAB in combination with hydrapressed concrete slab
	4 LD-02	DRIP STRIP
	1,2 LD-01	PROPOSED TREE Refer to tree schedule
	3,4 LD-01	SHRUB PLANTING
	6 LD-03	BIKE RACK
		GUARD RAIL
		WOOD PRIVACY FENCE

LIGHTING

KEY	REF.	DESCRIPTION
		UP LIGHT
		WALL LIGHT
		PATH LIGHT

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1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Drawing Title: LANDSCAPE PLAN-P1&L1

NORTH

VDZ Project #: DP2022-10

Drawing #: L-04

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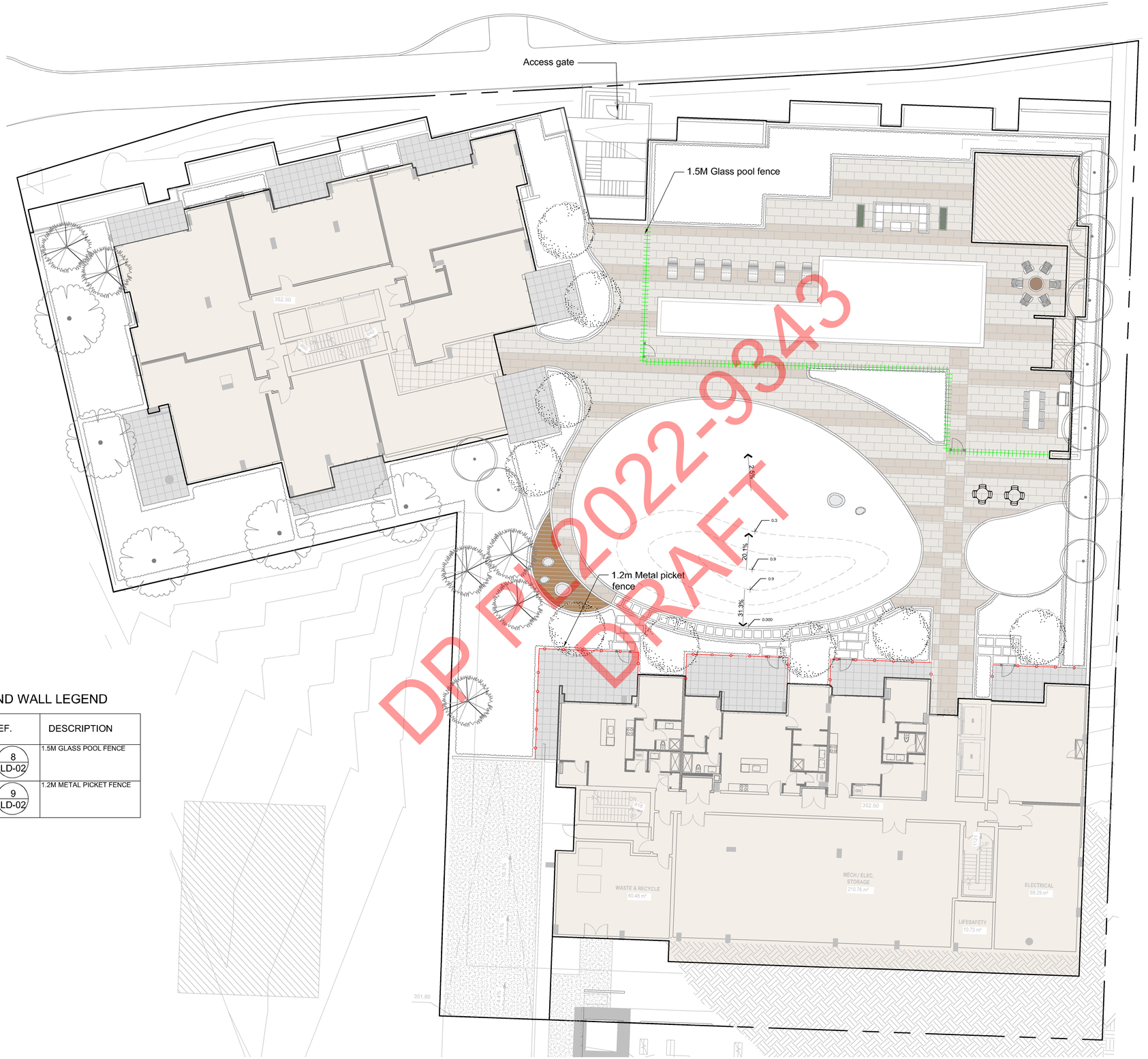

FENCING AND WALL LEGEND

KEY	REF.	DESCRIPTION
	8 / LD-02	1.5M GLASS POOL FENCE
	9 / LD-02	1.2M METAL PICKET FENCE

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Drawing Title: GRADING AND FENCING PLAN

NORTH

VDZ Project #: DP2022-10

Drawing #: L-05

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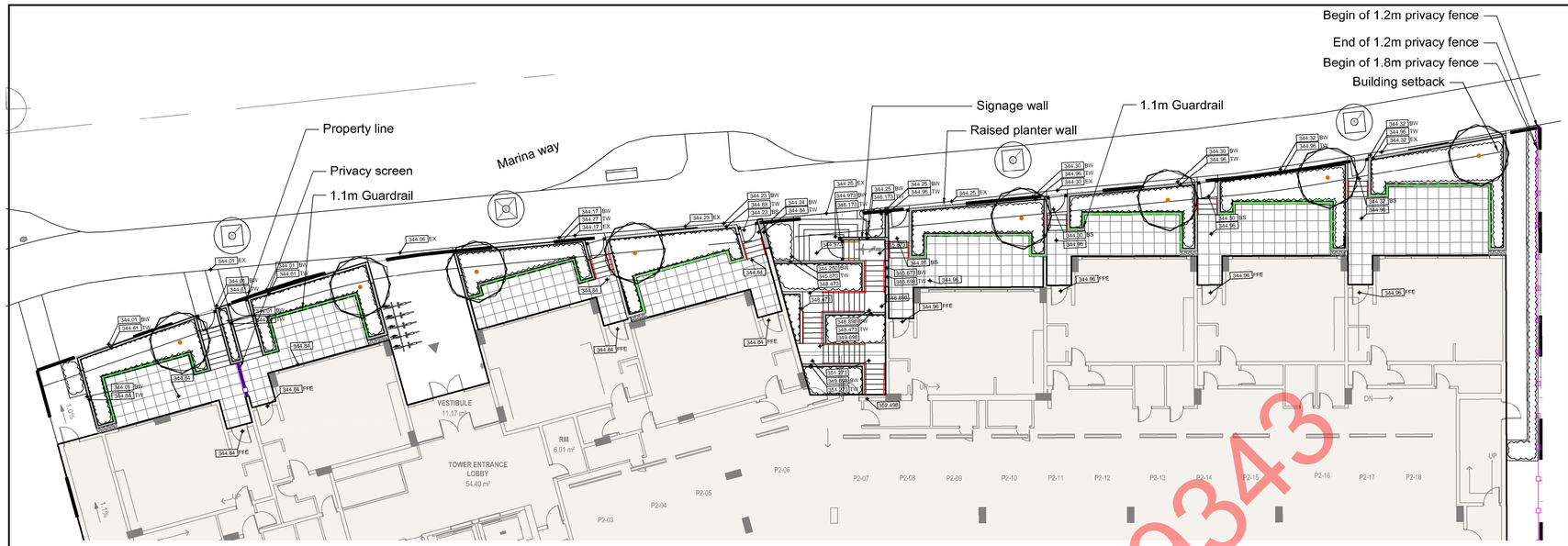
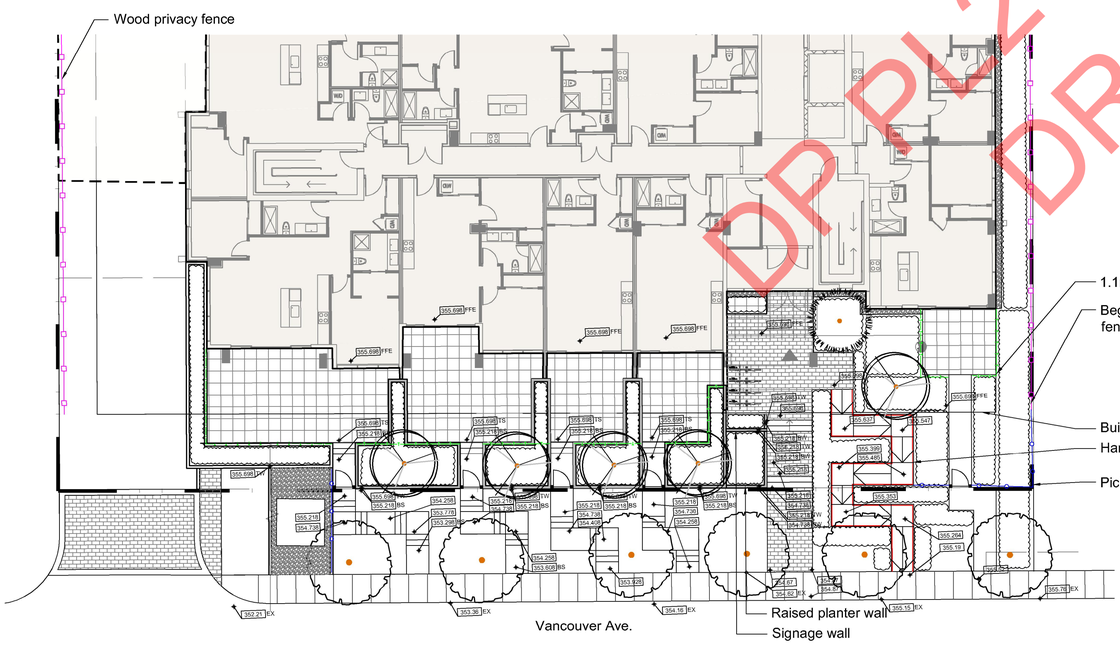


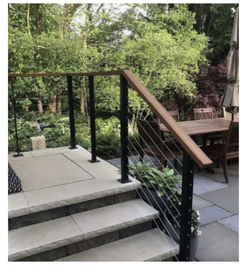
1 GRADING AND FENCING PLAN-P2
Scale 1:150

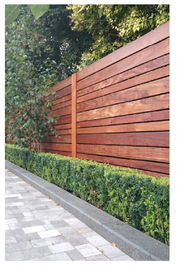
FENCING AND WALL LEGEND

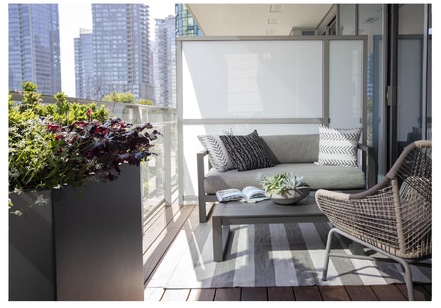
KEY	REF.	DESCRIPTION
		UNIT DIVIDER / PRIVACY SCREEN
		WOOD PRIVACY FENCE
		1.1M GUARDRAIL refer to Arch.
		HAND RAIL
		PLANTER WALL
		PICKET FENCE



2 GRADING AND FENCING PLAN-L1
Scale 1:150


Handrail


1.2m Wood privacy fence


Unit divider/ Privacy screen

1:150 0 1.5m 3 4.5 6 7.5 9 10.5 12 13.5 15 16.5 18 19.5 21 22.5

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Drawing Title: GRADING AND FENCING PLAN-P2&L1
VDZ Project #: DP2022-10
Drawing #: L-06

NORTH

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2022-10 MARINA WAY DEVELOPMENT\5. DWGS\SHEETS\L-05 GRADING AND FENCING PLAN P2&L1.DWG

PLANT PALETTE

PLANTING SCHEME DESCRIPTION

PLANT MATERIALS TO BE NATIVE AND ADAPTIVE SPECIES TO REDUCE NEED FOR EXCESSIVE WATERING. TREE CANOPIES DESIGN IN SPACES TO REDUCE URBAN HEAT ISLAND.

CONSISTING OF AN ARRAY OF POLLINATOR FRIENDLY MATERIAL, PLANTINGS ARE PREDOMINATELY EVERGREEN AND LOW MAINTEANCE, THE PLANT SPECIES HAVE BEEN SELECTED TO HAVE FRUITS AND STRUCTURE FOR BIRD HABITATION AS WELL BLOOMS WHICH LAYER THROUGHOUT THE SEASON TO FEED POLLINATORS.

PRECEDENTS

TOWNHOME ENTRANCE

PLANTING IN CORTEN PLANTER

AMENITY SPACE

PLANTING IN RAISED PLANTER

TOWNHOME PLANTINGS

ECHINACEA PURPUREA

ROMARINUS OFFICIALIS

RIBES SANGUINEUM

PINUS MUGO

ARCTOSTAPHYLOS UVAURSI

MISCANTHUS SINENSIS

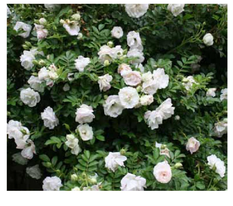
PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	CAL	SIZE	QTY
	Carpinus betulus 'Fastigiata' / Pyramidal European Hornbean	B&B	6cm		6
	Magnolia stellata / Star Magnolia	B&B	6cm		6
	Picea glauca / White Spruce	B&B		3.5m ht.	1

PLANT SCHEDULE

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING
Bc	Berberis thunbergii `Concorde` / Concorde Barberry Nursery grown, well established	#2	0.45m
Ck	Calamagrostis x acutiflora `Karl Foerster` / Feather Reed Grass Nursery grown, well established	#1	0.6m
Hb	Hakonechloa macra `Beni-Kaze` / Green Forest Grass Nursery grown, well established	#1	0.45m
L	Lavandula x intermedia `Phenomenal` / Lavender `Phenomenal`	#2	0.4m
Rh	Rosa rugosa `White` / White Rugosa Rosa Nursery grown, well established	#2	0.75m
Td	Taxus cuspidata `Densiformis` / Dense Japanese Yew B&B, well established, nursery grown.	#2	0.6m
Ts	Thuja occidentalis `Smaragd` / Emerald Green Arborvitae B&B	1.8m ht	0.7m
Yr	Yucca recurvifolia / Spineless Yucca	#2	0.6m
GROUND COVERS	BOTANICAL / COMMON NAME	CONT	SPACING
Cd	Cotoneaster dammeri / Bearberry Cotoneaster Nursery grown, well established	#1	450mm
Tm	Thymus praecox / Mother of Thyme	#1	200mm

DP 22-9343
DP APPROVED



PLANTING NOTES:
1. PLANTS IN THIS PLANT LIST ARE SPECIFIED ACCORDING TO THE CANADIAN NURSERY LANDSCAPE ASSOCIATION CANADIAN STANDARDS FOR NURSERY STOCK AND SECTION 12, CONTAINER GROWN PLANTS OF THE BC LANDSCAPE STANDARD, CURRENT EDITION.

2. ALL PLANT MATERIAL SHALL MEET OR EXCEED STANDARDS REQUIRED BY BCLNA OR BCSLA GUIDELINES.PLANT MATERIAL TO BE APPROVED BY LANDSCAPE ARCHITECT PRIOR TO DELIVERY TO SITE.

3. TOPSOIL SUPPLIED SHALL BE FROM A REPUTABLE SOURCE. A FULL ANALYSIS OF THE TOPSOIL WILL BE REQUIRED AT THE CONTRACTOR'S EXPENSE, SUBMIT TO LANDSCAPE CONSULTANT FOR APPROVAL.

4. AMEND TOPSOIL PER SOIL ANALYSIS RECOMMENDATIONS PRIOR TO SPREADING ON SITE. REJECTED TOPSOIL SHALL BE REMOVED OFF SITE IMMEDIATELY AT THE LANDSCAPE CONTRACTORS EXPENSE.

5. TOPSOIL DEPTHS FOR PLANTING AS FOLLOWS:
a. SHRUBS: 450MM
b. SOD: 150MM
c. TREE PITS: 1000MM WITH 300MM (BELOW ROOT BALL)
d. 2" MINUS COMPOST MULCH TO BE INSTALLED IN ALL SHRUB PLANTING
e. AREAS.

IRRIGATION NOTE:
6. ALL PLANTED AREAS TO BE IRRIGATED. IRRIGATION SYSTEM TO MEET OR EXCEED IIABC STANDARDS. LANDSCAPE ARCHITECT TO REVIEW IRRIGATION PLANS.
7. IRRIGATION DESIGN TO BE PRIMARILY DRIP IRRIGATION, DIRECTLY TO ROOT ZONE

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V5T 3J7

www.vdz.ca 604-882-0024

No.	By:	Description	Date
2	PC	Issued for DP	2022-05-25
1	PC	Issued for DP	2022-04-26

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date

REVISIONS TABLE FOR SHEET

Project:
Beach House Development

Location:
230 Marina way,
Penticton, B.C.

Drawn: FW
Checked: PC
Approved: MVDZ
Scale: 1:150
Stamp:
Original Sheet Size: 24"x36"

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Drawing Title: PLANTING PALETTE

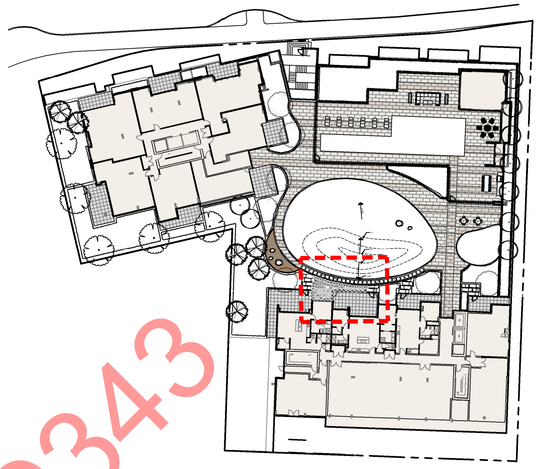
NORTH

VDZ Project #: DP2022-10

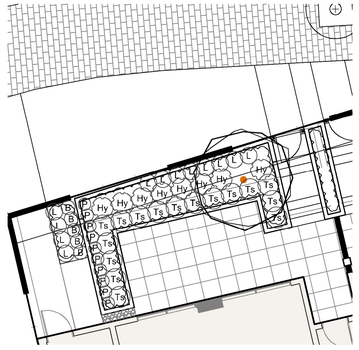
Drawing #: L-07

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2022-10 MARINA WAY DEVELOPMENT\5_DWG\SHEETS\L-07 PLANTING PALETTE.DWG

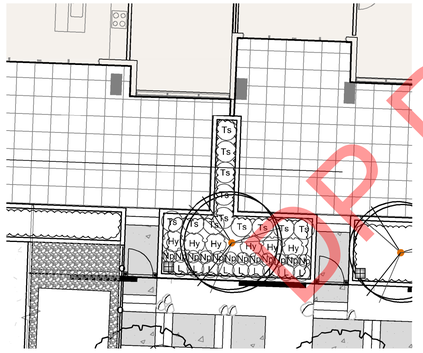
1 KEY MAP
Scale 1:500



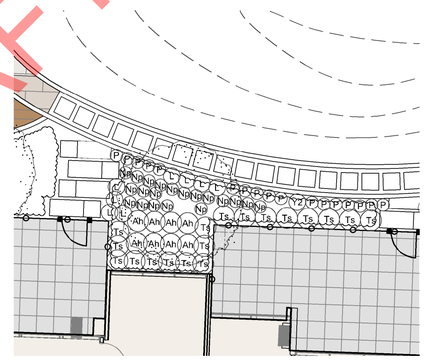
2 KEY MAP-AMENITY LEVEL
Scale 1:500



3 PLANTING TEMPLATE-P2
Scale 1:100



4 PLANTING TEMPLATE-L1
Scale 1:100



5 PLANTING TEMPLATE-AMENITY LEVEL
Scale 1:100

PLANT SCHEDULE

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
B	Buxus Suffuticosa / True Dwarf Boxwood	#2	0,5m	5
Hy	Hydrangea paniculata / Panicle Hydrangea	#2	0,75m	14
Np	Nandina domestica `Fire Power` / Firepower Nandina	#2	0,45m	12
Rc	Rhododendron catawbiense `Album` / White Catawba Rhododendron	#3	0,75m	74
Ts	Thuja occidentalis `Smaragd` / Emerald Green Arborvitae	1,5 m ht	0,75m	28
GRASSES	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	10
PERENNIALS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
L	Lavandula x intermedia `Phenomenal` / Lavender `Phenomenal`	#2	0,6m	21

PLANT SCHEDULE

SHRUBS	BOTANICAL / COMMON NAME	CONT	SPACING	QTY
Ah	Azalea x 'Hino-white' / Hino White Kurume Azalea	#2	0,75m	8
Np	Nandina domestica `Fire Power` / Firepower Nandina	#2	0,45m	20
Ts	Thuja occidentalis `Smaragd` / Emerald Green Arborvitae	1.5 m ht	0,75m	18
Y2	Yucca recurvifolia / Spineless Yucca	#2	0,6m	1
GRASSES	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
P	Pennisetum alopecuroides 'Little Bunny' / Fountain Grass	#1	0,45m	17
PERENNIALS	**BOTANICAL / COMMON NAME**	**CONT**	**SPACING**	**QTY**
L	Lavandula x intermedia `Phenomenal` / Lavender `Phenomenal`	#2	0,6m	8

DP PL2022-9343
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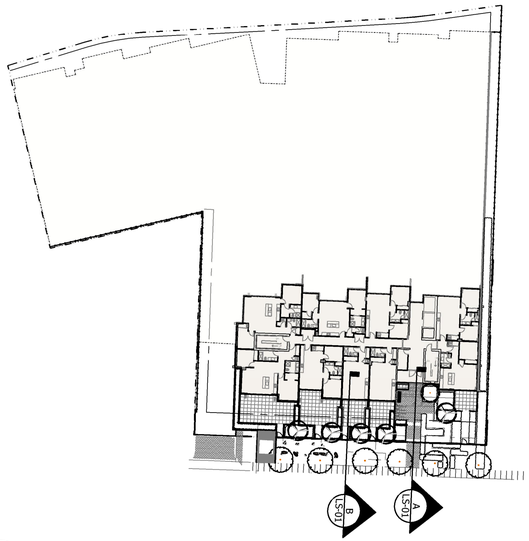
Drawing Title: GRADING AND FENCING PLAN-P2&L1

VDZ Project #: DP2022-10

Drawing #: L-07A

NORTH

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2022-10 MARINA WAY DEVELOPMENT\5. DWGS\SHEETS\L-07 PLANTING PLAN L1&P2.DWG



1 KEY MAP (LEVEL 1)
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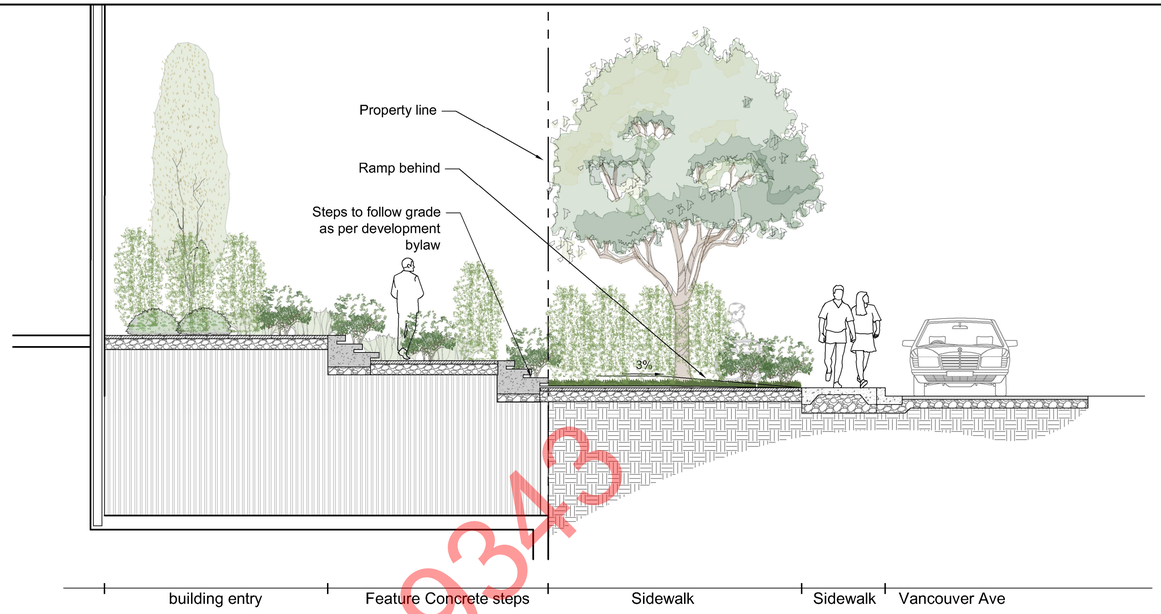
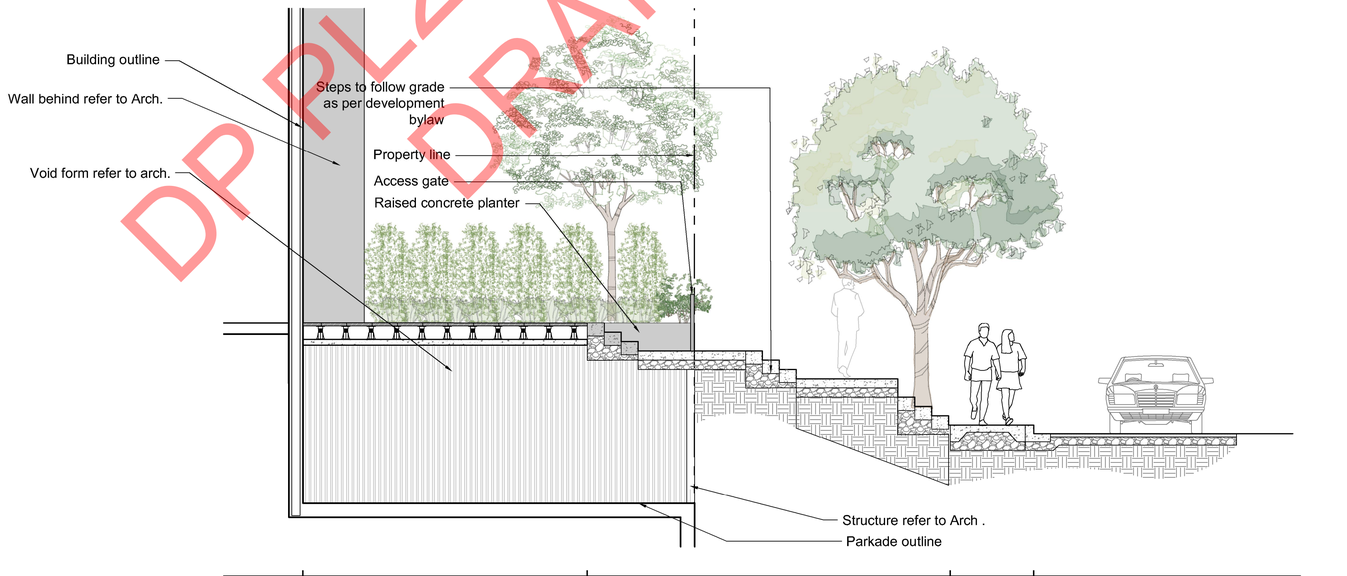


2 SECTION A
Scale 1:50



3 SECTION B
Scale 1:50

DP PL 2022-93 DRAFT

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Key Map (NTS)

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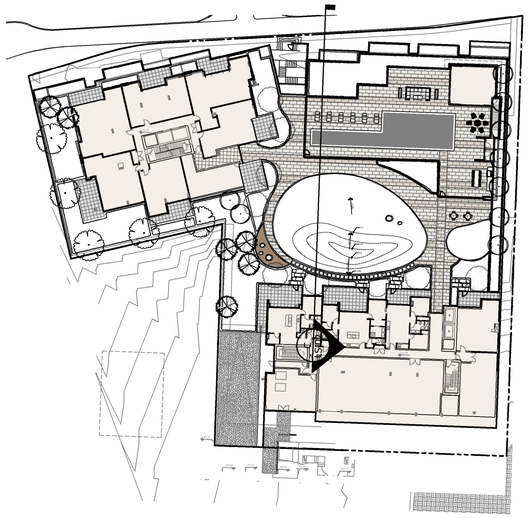
Drawing Title: SECTIONS
NORTH
VDZ Project #: DP2022-10
Drawing #: LS-01

Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2022-10 MARINA WAY DEVELOPMENT\5. DWG\SHEETS\LS-01 SECTIONS.DWG

1 KEY MAP (P2)
Scale 1:500



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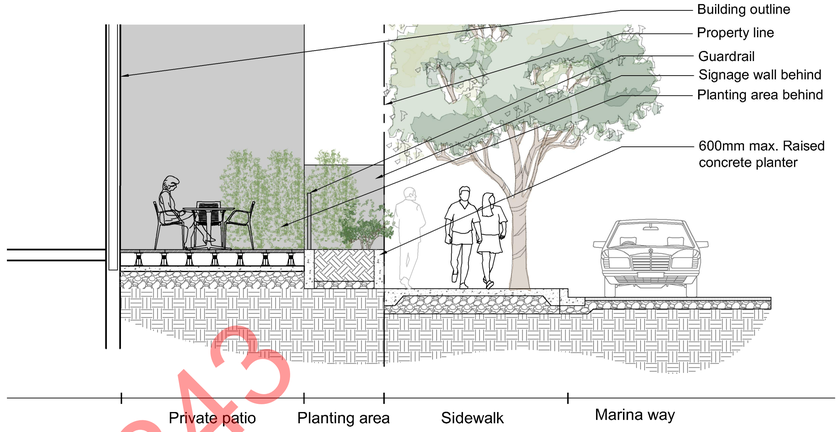
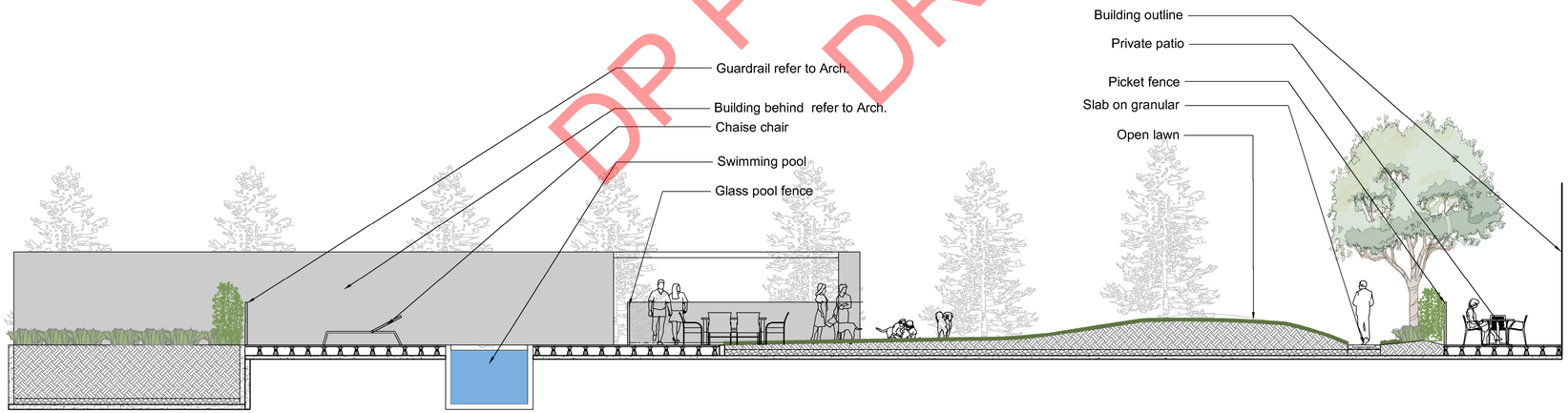


3 SECTION C
Scale 1:50



4 SECTION D
Scale 1:75

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Approved: MVDZ

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Stamp:

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Drawing Title: SECTIONS

NORTH

VDZ Project #: DP2022-10

Drawing #: LS-02

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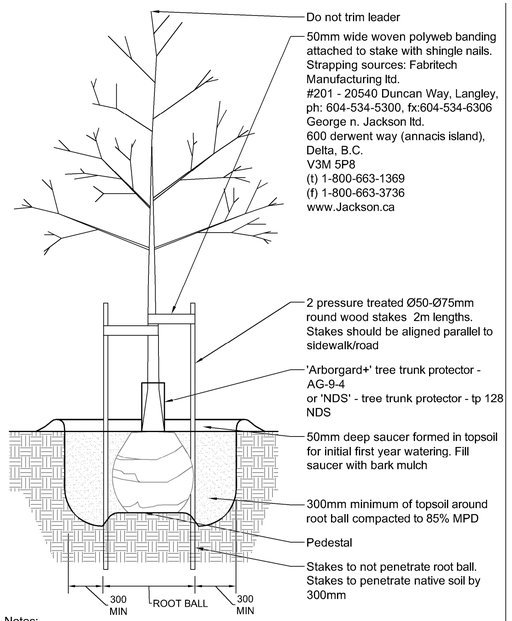
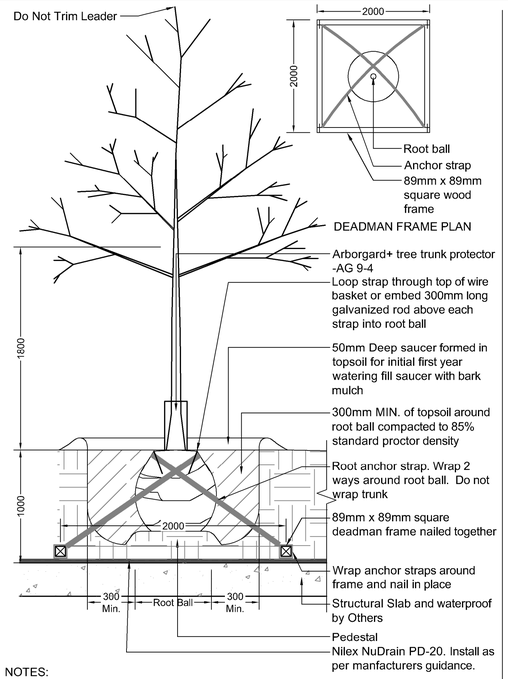


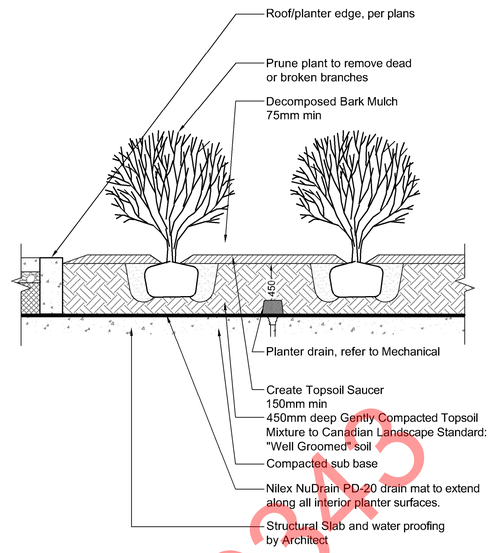
Notes:
1. Sacking/burlap to be loosened and dropped to the bottom of the planting hole. all string, twine, etc.to be removed.
2. All wire baskets shall have the top 1/3 of the wire removed prior to planting.
3. All trees shall be single stem
4. Tree pit to be 2x roots all diameter
5. Medium sized trees within 2.5m of hard surface to have root barrier 5m long centre on tree

1 DECIDUOUS TREE
Scale 1:25



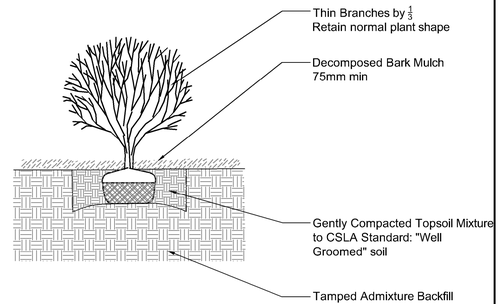
NOTES:
1. Sacking/burlap to be loosened and dropped to the bottom of the planting hole. all string, twine, etc.to be removed.
2. All wire baskets shall have the top 1/3 of the wire removed prior to planting.
3. All trees shall be single stem unless specified otherwise.

2 TREE PLANTING ON SLAB
Scale 1:25



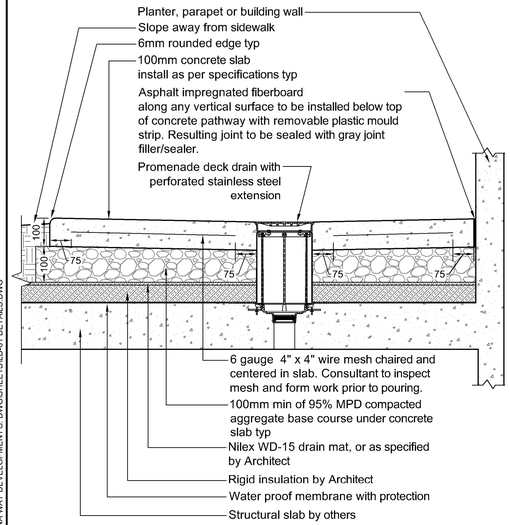
NOTES:
1. Remove all string, twine, pots, tags from plant.
2. All soil, mulch and plant material to meet latest Canadian Landscape Standard.
3. Topsoil sauces diameter to be 1.5X diameter of plant container.
4. O.C. spacing per planting plan.

3 SHRUB PLANTING DETAIL
Scale 1:25



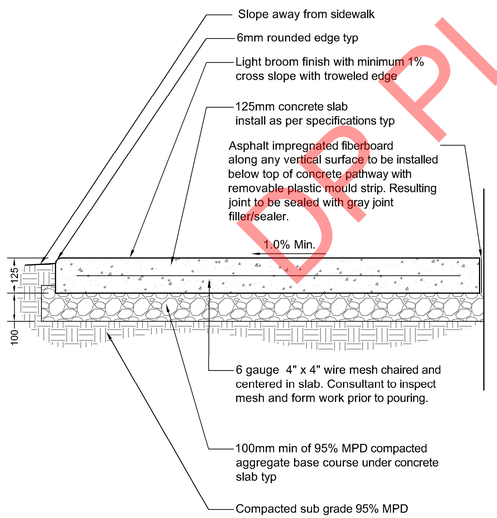
NOTES:
1. Remove all string, twine, pots, tags from plant.
2. All soil, mulch and plant material to meet latest Canadian Landscape Standard.
3. O.C. spacing per planting plan.

4 SHRUB ON SLAB
Scale 1:25



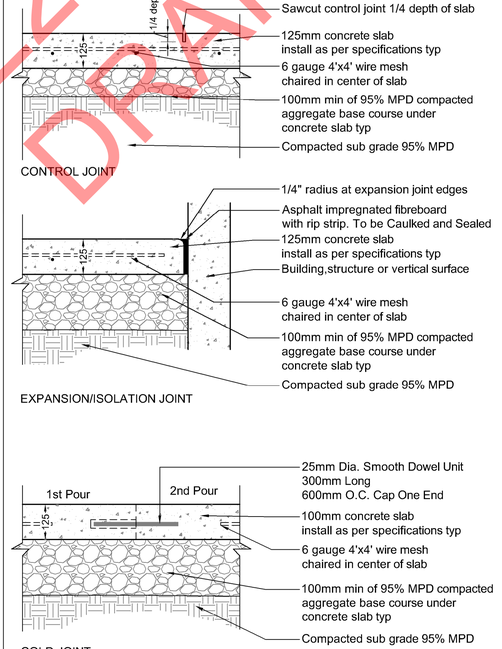
Notes:
1. Contractor to provide expansion joints where concrete meets all vertical structures.
2. Horizontal scorelines at 1500mm o.c. both ways unless shown otherwise. Refer to plans.
3. Center scoreline on 150mm smooth finish or to match existing concrete pathway.
4. All components as specified or approved alternate.
5. Concrete to slope to drain.
6. Expansion joint every 8000mm o.c. both ways.

5 CONCRETE ON SLAB
Scale 1:10



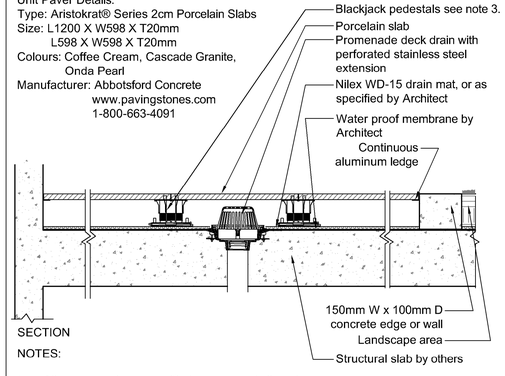
Notes:
1. Contractor to provide expansion joints where concrete meets all vertical structures.
2. Horizontal scorelines at 1500mm o.c. both ways unless shown otherwise. Refer to plans.
3. Center scoreline on 150mm smooth finish or to match existing concrete pathway.
4. All components as specified or approved alternate.
5. Concrete to slope to drain.
6. Expansion joint every 8000mm o.c. both ways.
7. Contractor to contact Landscape Architect for scoreline approval prior to cutting.

6 CONCRETE PAVING
Scale 1:10



7 CONCRETE JOINTS
Scale 1:10

Unit Paver Details:
Type: Aristokrat® Series 2cm Porcelain Slabs
Size: L1200 X W598 X T20mm
L598 X W598 X T20mm
Colours: Coffee Cream, Cascade Granite, Onda Pearl
Manufacturer: Abbotsford Concrete
www.pavingstones.com
1-800-663-4091



SECTION

NOTES:
1. All components as specified or approved alternate.
2. Contractor to provide cut sheets of all components for Landscape Architect approval.
3. Blackjack Screwjack or OneStep system depending on depth to slab.
4. Aluminum ledge to be secured to wall/curb with concrete screws.

8 PROCELAIN SLAB
Scale 1:10

DP 2022-05-25
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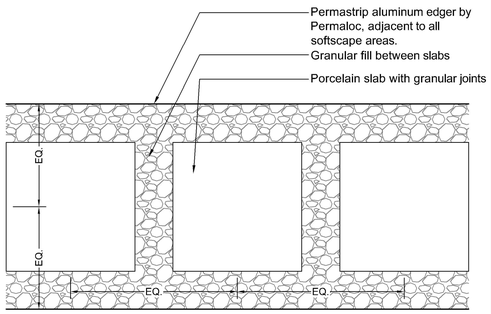
Drawing Title: DETAILS
VDZ Project #: DP2022-10
Drawing #: LD-01

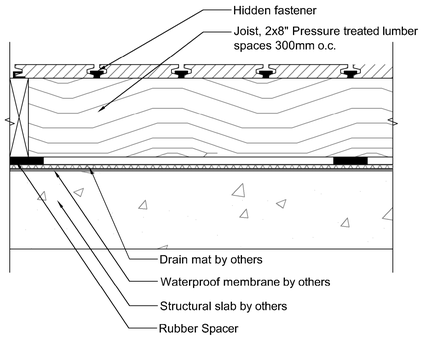
Z:\PROJECTS\DEVELOPMENT PERMIT\ACTIVE\DP2022-10 MARINA WAY DEVELOPMENT\5. DWGS\SHEETS\LD-01 DETAILS.DWG



Unit Paver Details:
Type: Aristokrat® Series 2cm Porcelain Slabs
Size: L1200 X W598 X T20mm
L598 X W598 X T20mm
Colours: Onda Pearl
Manufacturer: Abbotsford Concrete
www.pavingstones.com
1-800-663-4091

Notes:
1. Install all components as per manufacturer's specifications.
2. Slabs to be spaced equally between adjacent surfaces.
3. Limit slab cuts to $\frac{1}{2}$ slab.

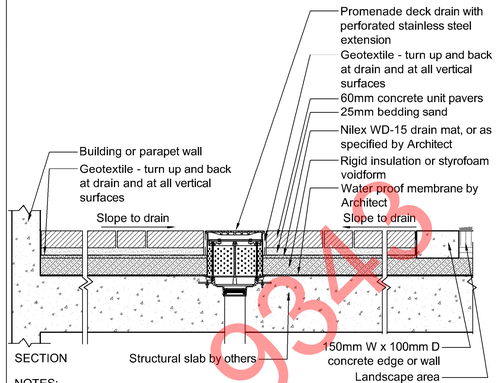
1 SLAB IN GRANULAR
Scale 1:10



Product: Trex Transcend
Type: 1: Grooved Edge Board
Dimensions: 24mm x 140mm
Colour: Tiki Torch
Supplier: www.trex.com

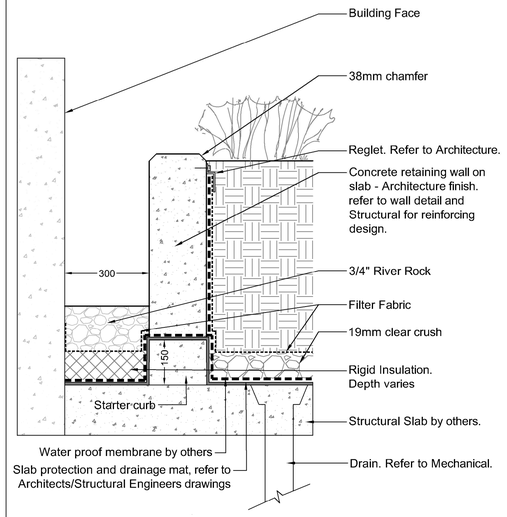
Notes:
1. Install as per manufacturer's specifications.
2. Contractor to provide shop drawings for Landscape Architect review and approval.

2 DECK ON SLAB
Scale 1:5



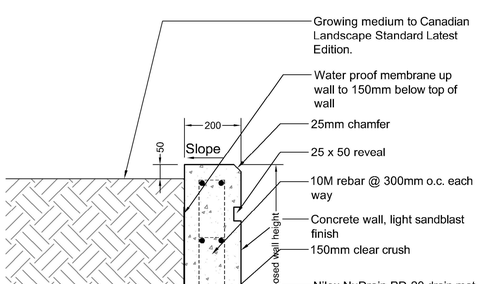
NOTES:
1. All bedding sand to meet ASTM C33 or CSA A23.1 FA1.
2. All joint sand to meet ASTM C144 or CSA A179.
3. All components as specified or approved alternate.
4. Contractor to provide cut sheets of all components for Landscape Architect approval.
5. Contractor to ensure no visible pooling occurs on paver surface.
6. All joints to be tight fit.
7. All paver cuts to be minimum $\frac{1}{3}$ Paver.

3 UNIT PAVERS ON SLAB
Scale 1:10



Notes:
1. Vertical Control Joints every 3000mm on center.
2. Provide block out every 1m for water to flow under walls to designated drain. Refer to Mechanical for drain system.
3. Sandblast finish walls

4 DRIP STRIP
Scale 1:10



NOTES:
1. Coordinate wall tie in to slab with Architect and Structural Engineer.
2. All walls over 1.2m in height will need to be Structurally Engineered.
3. All planters to be connected to Slab drainage system.

5 RETAINING WALL
Scale 1:10

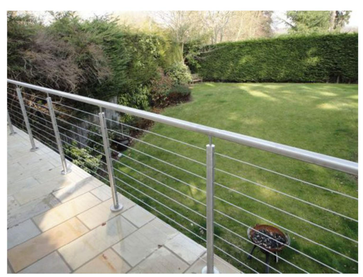
North entry to amenity area: Stairs, railing, corten steel planter, signage and planting

6 AMENITY ENTRY
Scale NTS

7 CORTEN PLANTER
Scale NTS

1.5M TALL GLASS POOL FENCE

8 POOL FENCE
Scale NTS



9 PICKET FENCE
Scale NTS

DP PLAN 2022-9343
DRAFT

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V1M 2R8

MOUNT PLEASANT STUDIO
102-355 Kingsway
Vancouver, BC
V5T 3J7

www.vdz.ca
604-882-0024

No.	By:	Description	Date
2	PC	Issued for DP	2022-05-25
1	PC	Issued for DP	2022-04-26

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date

REVISIONS TABLE FOR SHEET

Project:
Beach House Development

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ
Checked: PC
Approved: PC
Stamp:
Original Sheet Size: 24"x36"
Scale: AS SHOWN

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Drawing Title: DETAILS
VDZ Project #: DP2022-10
Drawing #: LD-02

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Seat Stone
Product: Cast Stone
Size: small, medium, extra large
Color: light grey
Manufacturer: EIS PRODUCT
www.eisproduct.com
or Approved Equal

1 SEAT STONE
Scale NTS

Fire Pit
Product: SERENADE
Manufacturer: Dekko
www.dekko.ca
or Approved Equal

Lounge Chair
Product: Americana
Color: Leaf Green
Manufacturer: Landscapeforms
www.landscapeforms.com
or Approved Equal

2 FIRE PIT WITH LOUNGE CHAIRS
Scale NTS

3 DINING TABLE AND CHAIRS
Scale NTS

Lounge Seating
Product: Zuma Outdoor Upholstered 6-Piece Sectional
Manufacturer: Crate&Barrel
www.crateandbarrel.ca
or Approved Equal

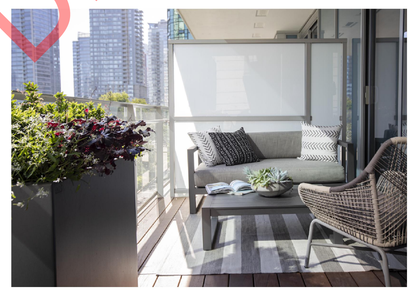
4 LOUNGE SEATING
Scale 1:25

Chaise Chair
Product: Cochran Chaise Lounge
Color: White
Manufacturer: Landscapeforms
www.landscapeforms.com
or Approved Equal

5 CHAISE CHAIR
Scale NTS

BIKE RACK
Product: Ride Bike Rackl
Colour: Silver
Mount: Surface Mount
Manufacturer: Landscapeforms
www.landscapeforms.com
or Approved Equal

6 BIKE RACK
Scale NTS



1.2M TALL PATIO PRIVACY SCREEN

7 PRIVACY SCREEN
Scale NTS

8 FEATURE STEPS
Scale NTS

DP PL2022-9345
DRAFT

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www.vdz.ca
604-882-0024

No.	By:	Description	Date
2	PC	Issued for DP	2022-05-25
1	PC	Issued for DP	2022-04-26

REVISIONS TABLE FOR DRAWINGS

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No.	By:	Description	Date

REVISIONS TABLE FOR SHEET

Project:
Beach House Development

Location:
230 Marina way,
Penticton, B.C.

Drawn: DZ
Checked: PC
Approved: PC
Stamp:
Original Sheet Size: 24"x36"
Scale: AS SHOWN

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Drawing Title: DETAILS
VDZ Project #: DP2022-10
Drawing #: LD-03

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[redacted]

From: Judy Poole [redacted]
Sent: Wednesday, June 15, 2022 9:22 AM
To: corpadmin
Subject: Fwd: Marina Way Development

Follow Up Flag: Follow up
Flag Status: Flagged

Caution! This message was sent from outside your organization. Allow sender | Block sender

Please include in the Council Agenda for June 20/22

From: Judy Poole [redacted]
Date: June 15, 2022 at 8:45:32 AM PDT
To: planning@penticton.ca, john.vassilaki@penticton.ca, julius.bloomfield@penticton.ca, james.miller@penticton.ca, frank.regehr@penticton.ca, katie.robinson@penticton.ca, judy.sentes@penticton.ca, campbell.watt@penticton.ca
Subject: Marina Way Development

Images are from page 77 and 85 of the City Presentation.

First, let me be clear. We are in favour of development on the Marina Way properties. What we cannot support is the west wall of the Beach Houses development, where it meets Lakeview Terraces. According to the measurements that are shown on the attached design information taken from the COP website, there will be a wall the full length of the east side of Lakeview Terraces that will **tower 16 feet above the decks of second floor units**. And only six feet away. Sunlight will be completely BLOCKED. Imagine it .... we wouldn't be able to grow houseplants, none of the gardening could happen on our beautiful deck and above all, we will live in darkness, never seeing the light of day in our condo. You're probably wondering if this is some crazy kind of exaggeration .... we thought we must be mistaken. Especially when City planning is supportive of moving directly to a development permit, with no further public input. According to the attachments, we are not mistaken, and given that we have been unable to get a straight answer from the Developer's representative, our fears are heightened. For privacy reasons we won't share his emails, but will be happy to share comments that essentially dismiss us. The entire consultation process with us, those most affected, was a 45 minute Zoom call. There was no detail on any illustrations, and the first clue we had of detail was when a friend forwarded the information from the City site. We were not provided any of this information by the City.

This email is the one chance that we have to stop a process that will destroy us ... financially and emotionally. The design must be changed so that the west side does not exceed 3.2 metres, which is the height of the second-floor decks on the east side of Lakeview Terraces. That must include amenities like the "Gym". Council has seen concrete monoliths devastate other condo buildings in the immediate area. Please don't let this happen again.

Judy Poole
Lloyd Jamieson
207-250 Marina Way
Penticton, BC V2A 1H4

Council Report

penticton.ca

Date: June 21, 2022 File No: RMS 6440-01
To: Donny van Dyk, Chief Administrative Officer
From: David Kassian, Community Sustainability Coordinator

Subject: **Clean BC Communities Fund Grant**

Staff Recommendation

THAT Council hereby commits to the following regarding the Energy Optimization for the Penticton Community Recreation Centre project:

THAT Council directs staff to apply for the ICIP CleanBC Communities Fund grant for the project; and

THAT additional funds of $172k be allocated for these projects and included in the 2024 Financial Plan.

Strategic priority objective

Vision: A vibrant, innovative, healthy waterfront city focused on sustainability, community and economic opportunity.

Asset & Amenity Management: The City of Penticton will ensure the services we provide to our residents and visitors are reliable and cost effective by proactively investing into our natural and built assets.

Background

At the March 1st, 2022, Council meeting staff brought forward an Energy Audit Financing report which requested the Climate Action Reserve be utilized in order to conduct intensive energy audits on the Penticton Trade and Convention Centre, South Okanagan Events Centre and Community Recreation Centre. The audits were coordinated through FortisBC's Custom Efficiency Program. Separate audits for City Yards, McLaren Arena and the Soccer Bubble were coordinated at no cost through FortisBC's Commercial Energy Assessment Program.

The purpose of the audits are to understand the retrofits required for City owned buildings that will increase energy efficiency, lower GHGs, and reduce annual operation and maintenance costs. The audits provide recommendations for lowering energy use on building components such as mechanical systems, lighting units, building envelope and measures to improve water efficiency. The level of detail in the audits not only provides a roadmap for implementation that will be incorporated into future Facilities capital plans, but also can be included in grant opportunities as well.

On the May 17th, 2022 meeting of Council, the 2022 Corporate Energy and Emissions Plan (CEEP) was adopted, which provides actions to lower energy and emissions use from the corporate fleet and buildings. Lowering energy use and greenhouse gas (GHG) emissions from existing buildings is critical in meeting the climate action goals and emissions reduction targets of the 2021 Community Climate Action Plan (CCAP) and 2022 CEEP.

There is currently a grant opportunity through the CleanBC Communities Fund to increase the energy efficiency of public buildings, such as the facilities noted above. For municipal governments, the grant funding covers up to 73.33% of eligible project costs. In order to submit an application, the City must provide a Council resolution confirming the City's contribution of the remaining costs, should the application be successful.

Analysis

One of the primary reasons the City expedited the completion of the energy audits was to facilitate applications for grant opportunities such as the Clean BC Communities Fund (CCF). The CCF provides provincial and federal funding for community infrastructure projects that reduce reliance on fossil fuels and lower greenhouse gas emissions. The CCF favorably weights projects with large and measurable GHG reductions. The City previously submitted a successful application to purchase and install four DCFC electric vehicle charging stations during the previous intake of the CCF.

Audits performed on the Community Recreation Centre (CRC), SOEC and PTCC provided a list of recommended retrofits, annual O&M reductions, and annual GHG reductions, thus creating a list of potential eligible projects for this grant opportunity. The CRC retrofits have the potential to reduce annual emissions by 310 tonnes per year by switching from natural gas to electricity, and by increasing the efficiency of the natural gas mechanical units. The SOEC and PTCC also have the potential to reduce annual emissions by 75 tonnes and 58 tonnes respectively, however only one building can be applied for under the CCF.

When all three facilities were compared (see table below), including the potential GHG reduction, the total retrofit costs, and the total annual O&M savings, the CRC was the best candidate for the grant application.

Building	Total Retrofit Cost	Total Annual O&M Savings	Annual GHG Reduction (tonnes)
CRC	$1,764,500	$129,038	310
SOEC	$1,320,680	$161,600	75
PTCC	$1,133,128	$59,084	58

While there are twelve recommended retrofits to the CRC, only seven retrofits (with measurable emissions reductions) were selected for the grant opportunity which will reduce approximately 306 tonnes of GHG annually, and result in annual operations and maintenance savings of approximately $70k. The following table details each CRC energy conservation measure and the estimated total cost and net cost to the City if the grant application is successful. Not included in the table are project management and engineering design costs, as well as a 20% contingency.

Project Costs and Annual Savings					
Energy Conservation Measure	**Total Cost**	**Cost to the City w/ Grant (73.33%)**	**Annual Savings (Utility, carbon tax, O&M)**	**ROI w/ grant (years)**	**Equipment Service Life (years)**
Partially Electrify Heating Loop by installing Air-Source Heat Pumps	$991,625	$265,458	$19,345	13.7	25
Repurpose Existing Heat Recovery Coils for Outdoor Air Preheat	$172,150	$46,085	$24,950	1.8	10 - 15
Replace the Existing Standard Efficiency DHW Storage Heaters with New High Efficiency Condensing DHW Storage Heaters	$189,125	$50,629	$8,683	5.8	25
Install a Water Source heat pump system to preheat DHW	$147,250	$39,419	$5,842	6.7	20
Install New Laminar Flow Low Flow Fixtures	$4,875	$1,305	$4,778	0.3	10
Installation of Energy Saving Additive into Boiler Loop to Improve Efficiency of HVAC (Gas) System	$4,365	$1,169	$3,988	0.3	5
Install Liquid Pool Cover to Reduce Energy Losses due to Evaporation during Unoccupied Periods	$11,000	$2,945	$2,168	1.4	10 - 15
Total:	**$1,520,390**	**$407,008**	**$69,754**		

Of note, $350,000 has already been allocated in the City's 2022-2026 Financial Plan in 2024 to replace the boilers. Based on revised information this cost does not accurately reflect the current cost to complete this work given the supply chain issues and labour shortages that are currently impacting contract prices. However, as this work will be incorporated in to the above noted project if the grant is successful, the City would only require an additional $172k in the 2024 Financial Plan to meet the currently estimated City contribution of $522k.

At the May 18th meeting of the Community Sustainability Advisory Committee, staff presented the findings of the building audits. Each of the energy conservation measures were discussed, including the estimated impact on energy and emissions. The CleanBC Community Fund program requirements were reviewed, and how those requirements are fulfilled by the proposed CRC retrofits.

Committee was supportive of the application as retrofitting the CRC is aligned with actions in both the CCAP and CEEP. At the conclusion of the presentation, Committee passed the following resolution:

It was MOVED and SECONDED
THAT the Community Sustainability Advisory Committee recommend Council direct staff to apply to the Clean BC Communities Fund to retrofit the Community Recreation Centre to lower greenhouse gas emissions and energy consumption.

CARRIED UNANIMOUSLY

Leveraging external funding through the CleanBC Communities Fund will make the ECMs very cost effective, with the City paying only 26.67% of the cost to implement the retrofit. This grant presents an excellent opportunity to implement cost effective energy conservation measures and reduce annual operation and maintenance costs. Should the City not be successful, the energy retrofits would be considered in the context of other facilities capital needs in the coming years.

Financial implication

The total project costs are estimated at approximately $2M, which include 20% contingency, as well as engineering design and project management. If the City is successful with the grant application, the net cost to the City would be approximately $522,000.

Energy Optimization Costs: 2024			
Total Project Cost	Provincial Grant (33.33%)	Federal Grant (40%)	Net Cost to City
$1,956,568	$652,135	$782,643	$521,790

The 2022-2026 Financial Plan currently includes $350k to replace the boilers at the CRC. As the boilers would be replaced with air-source heat pumps with the CCF grant funding, the City would only need to include an additional $172k in the 2024 Financial Plan to meet the estimated City commitment.

In addition, it is estimated that the project would produce annual savings of approximately $70,000. Each energy conservation measure has an equipment service life that exceeds the return on investment, with some project measures generating large savings over the lifespan of the project.

Project Costs and Annual Savings				
Energy Conservation Measure	**Annual Savings (Utility, carbon tax, O&M)**	**ROI w/ grant (years)**	**Equipment Service Life (years)**	**Total project savings**
Partially Electrify Heating Loop by installing Air-Source Heat Pumps	$19,345	13.7	25	$218,167
Repurpose Existing Heat Recovery Coils for Outdoor Air Preheat	$24,950	1.8	12.5	$265,790

Replace the Existing Standard Efficiency DHW Storage Heaters with New High Efficiency Condensing DHW Storage Heaters	$8,683	5.8	25	$166,466
Install a Water Source heat pump system to preheat DHW	$5,842	6.7	20	$77,421
Install New Laminar Flow Low Flow Fixtures	$4,778	0.3	10	$46,475
Installation of Energy Saving Additive into Boiler Loop to Improve Efficiency of HVAC (Gas) System	$3,988	0.3	5	$18,771
Install Liquid Pool Cover to Reduce Energy Losses due to Evaporation during Unoccupied Periods	$2,168	1.4	12.5	$24,155

Climate Impact

Retrofitting the CRC with energy conservation measures (ECMs) is estimated to reduce the current corporate emissions footprint by 15.35% percent (310 tonnes). The emissions reductions primarily come from fuel switching from natural gas to electricity, as natural gas has a high emission factor in comparison to electricity.

The 2022 CEEP recommends a short term emissions target of 30% reduction by 2025, below 2009 levels. Implementing the recommending ECMs would, with one bundle of projects in one facility, meet the City's short term emissions reduction target.

Respectfully submitted,

David Kassian
Community Sustainability Coordinator

Concurrence

General Manager of Infrastructure	General Manager, Community Services	Director of Finance and Administration	A / Chief Administrative Officer
KD	*AH*	*AMC*	*AH*

Council Report

penticton.ca

Date: June 21, 2022 File No: RMS 1765
To: Donny van Dyk, Chief Administrative Officer
From: Kristen Dixon, GM of Infrastructure
JoAnne Kleb, Manager of Communications and Engagement

Subject: **DCC Engagement Summary and Next Steps**

Staff Recommendation

THAT Council direct staff to prepare an updated DCC Bylaw with a 1% assist factor for all categories.

Executive Summary

This report brings forward the results of the public engagement for the DCC bylaw update and outlines the next step in updating the City's DCC bylaw. Overall, the feedback was quite varied, with the development community supporting higher levels of assist, and the general public having quite a varied opinion on the appropriate amount of assist. Staff carefully considered the feedback, and are recommending the updated DCC Bylaw be prepared with a 1% assist factor to align with comparable communities (growth pays for growth philosophy), and to reflect the increasing financial demands the City will be facing over the next 10-years. Staff presented this recommendation to the Economic Prosperity and Development Services Committee, and feedback from Committee members is summarized in this report.

Strategic priority objective

Asset & Amenity Management: The City of Penticton will ensure the services we provide to our residents and visitors are reliable and cost effective by proactively investing into our natural and built assets.

Community Vitality: The City of Penticton, guided by the Official Community Plan, will promote the economic wellbeing and vitality of the community.

Background

The City's current Development Cost Charges Bylaw No. 2007-79 is largely out of date, and needs to be updated to reflect the projects necessary to support the growth plans in the Official Community Plan (OCP) as identified in the City's Integrated Infrastructure Master Plans. Accordingly, on November 3, 2020, Council endorsed preparation of a new Development Cost Charge (DCC) Bylaw to be developed in accordance with the Provincial DCC Best Practice Guide. A request for proposals was issued late 2020 to procure a consultant to assist with the DCC review and update, and Urban Systems was awarded the contract shortly thereafter.

At the same meeting, as an interim measure, Council also supported a 25% interim increase to the DCC rates to reflect construction inflationary increases, meant to bridge the gap until the larger update project was complete. That bylaw was approved by the Inspector of Municipalities, a requirement prior to adoption of DCC rate changes, on February 22, 2021 and adopted by Council shortly after.

Through 2021, extensive work was conducted by both Urban Systems and City staff to prepare updated draft DCC's, and these rates were presented to Council on April 12, 2022. At the meeting, Council endorsed the staff recommendation to proceed with the engagement process to gather feedback and input on the draft DCC rates and the assist factor.

On May 6, 2022, City staff and Urban Systems presented the draft DCC rates to the Economic Prosperity and Development Services Committee for information, with a commitment to return to Committee following the completion of the engagement phase of the project, to seek a recommendation from the Committee in advance of making a recommendation to Council. This follow up meeting occurred on June 10, 2022, however, Committee unfortunately was one member short of quorum, and was therefore unable to make a formal recommendation to Council. Nonetheless, the results were presented and Committee members provided feedback, which is summarized below.

Analysis

This report brings forward the results of the engagement, outlines the various options and their financial implications, summarizes the June 10, 2022 committee discussion and recommendation, and provides a staff recommendation for the preparation of the updated DCC bylaw.

Engagement Summary:

The City's engagement process was initiated on May 2, and closed May 29, 2022. Shapeyourcitypenticton.ca, the City's engagement web portal, was utilized as the primary source of information, including a copy of the Urban Systems report with the ability to comment directly on the document. Invitations to attend information sessions and provide feedback were sent on May 3, 2022 to the Southern Interior Construction Association (SICA), the Canadian Home Builders Association (CHBA), the Urban Development Institute, local business associations (Chamber, PIDA), and about 90 representatives of local and regional developers and builders. A second reminder was sent on May 12, 2022.

The City hosted two information sessions and an open house to provide opportunities for stakeholders and the community to learn more and ask questions. The information sessions were attended by approximately 8 participants and the open house (part of a broader "hot topics" open house) was attended by approximately 90 participants including local developers and business community members. Recognizing that the topic of DCCs is fairly technical, the City undertook an initiative to educate citizens to encourage informed participation via a 9-question "Get to know your DCCs" quiz which was published on three occasions in the newspaper and was also available online. A feedback form was also integrated with the quiz and the City received 94 responses and thousands of views.

The "response to feedback" section below highlights key findings from the engagement process and how the feedback was considered in this report. A detailed engagement summary is provided as Attachment A.

Technical adjustments to draft rates:

Since the draft rates were originally prepared, two changes have occurred which impact the rates, as follows:

- Change in estimated project costs for a number of projects - As the designs for some projects have advanced in parallel to the DCC update project, the City now has more accurate cost estimates for these projects which will be reflected in the final DCC bylaw.
- Update the existing DCC reserve monies amount to be the total applicable DCC monies, which includes final DCC reserve balances at the end of 2021, and funds applicable to projects with debt in progress.
- Other minor calculation corrections.

Overall, these two changes largely offset each other, and ultimately resulted in a small decrease in the draft rates (between 3-5%). The updated draft rates which would be paid by developers, are provided below in Table 1.

Table 1: Updated Draft DCC Rates

Land Use	Unit	Existing Core Rates	Existing Periphery Rates	Option A (Current assist)	Option B (In-between assist)	Option C (1% assist)
Single Detached and Duplex Lots	per lot	$16,297	$21,466	$19,811	$21,720	$23,543
Bare Land Strata/ Townhouse	per unit	$6,672	$15,885	$14,408	$15,797	$17,122
Multifamily / Apartment	per unit	$6,672	$15,885	$8,161	$9,006	$9,812
Downtown Multifamily C5 and C6 Zone	per unit	$3,638	N/A	$6,808	$7,551	$8,266
Commercial	per m2 floor area	$56.40	$208.18	$97.82	$104.09	$110.18
Industrial	per m2 floor area	$30.03	N/A	$43.37	$48.10	$52.66
Institutional	per m2 floor area	$59.20	N/A	$103.51	$109.72	$115.71

For context, the above draft rates are again compared to neighboring communities, as shown in Attachment B. For the most part, all three options result in relatively competitive rates for the residential and industrial categories. The commercial and institutional rates are on the higher end of the ranges, but still fairly comparable.

Response to feedback:

Staff carefully considered the feedback provided through the engagement, and categorized the feedback into three main types. The first category was feedback relating to concerns about the impact on housing costs, the housing market, and incentivizing development in a variety of ways (location and types). A lot of the feedback fits in this category, and while staff fully understand these concerns, the intent of a DCC bylaw is a technical exercise that accurately reflects the cost of servicing growth. The City has other tools for encouraging or incentivizing the types of development it wishes to see (and in which locations), and this feedback will be provided to the Planning department accordingly.

The second category of feedback was technical items relating to the calculations, and these items were discussed by the City and the consultant to determine if changes should be made to address the feedback. For example, the suggestion from PIDA about changing the measure for industrial DCCs to recognize the wide range of uses within the Industrial category. While the measures suggested by PIDA may more accurately measure consumption, they do not necessary reflect demand (or ultimately the infrastructure burden). For example, a small industrial development that has limited domestic water consumption may have a small water meter, but this would not ensure they pay their fair share for the increased burden of industrial fire flows. This is further complicated by the fact that DCCs are paid when the space is created, but not paid again in the future if the use changes within the same building floor area. Therefore, the industrial DCCs need to reflect the variety of uses that could occur once the physical building is constructed. In reviewing how other communities handle industrial DCCs, and in consultation with Urban Systems, staff therefore recommend the City keep one industrial rate based on floor area.

The third category of feedback relates to the assist factor. As expected, the feedback from the CHBC supported the existing, higher levels of assist. As noted in the engagement summary, it was somewhat surprising to see a more varied level of support for assist from the 87 survey respondents. The results of the survey do not show a clear majority in any direction. The survey shows that 10% strongly disagree with subsidies which is generally balanced by the 12% who strongly agree. Similarly, 19% disagree with the subsidies and 35% agree. Furthermore, 24% were neutral on the subject or did not have enough information to form an opinion. The survey shows a division of opinions with a slight leaning towards supporting subsidies, but certainly not strong direction. This differed compared with what was heard by staff at the open houses, where staff heard more support for a lower level assist, to both align with other comparable communities, and to ensure “growth paid for growth.”

Recommended assist:

When considering a recommendation on an assist factor, staff first reviewed the summary of comparable community’s assist factors (including Penticton’s current assist), which is provided below. Staff note the majority of larger comparable communities are utilizing a 1% assist factor, again largely reflecting a “growth pays for growth” approach.

Table 2: Assist Factors

	Roads	Sewage	Storm	Water	Parks
Kelowna	15%	1%	n/a	1%	8%
Vernon	1%	1%	1%	1%	1%
West Kelowna	1%	1%	1%	1%	25%
Oliver	1%	1%	n/a	1%	1%
Summerland	50%	1%	70%	1%	50%
Osoyoos	1%	1%	1%	1%	1%
Lake Country	1%	1%	1%	1%	1%
Peachland	1%	1%	1%	1%	1%
Penticton	5%	15%	3%	15%	5%

Staff also carefully considered the financial impact that results from a variety of assist factors, and the increased amount of financial burden that is transferred to the City (through higher taxes, user and/or utility fees) with a higher amount of assist. It is also important to note that these financial demands are only a portion of the City's overall capital needs.

For the DCC Capital program only, the following tables demonstrate the financial burden to the City for each of the assist factor options.

Table 3: Financial Contributions for Option A (Current Assist) over 10-years

	Assist	Total Capital Costs	Benefit to new Development	Assist Amount	DCC Recoverable	Total Municipal Contribution
Transportation	**5%**	$43,898,722	$13,498,364	$674,918	$12,823,446	$31,075,276
Water	**14%**	$21,581,800	$14,408,872	$2,017,242	$12,391,630	$9,190,170
Sanitary Sewer	**15%**	$31,025,300	$24,378,346	$3,656,752	$20,721,594	$10,303,706
Storm Drainage	**3%**	$300,000	$300,000	$9,000	$291,000	$9,000
Parks	**5%**	$11,185,069	$9,795,162	$489,758	$9,305,403	$1,879,666
Total		**$107,990,891**	**$62,380,743**	**$6,847,670**	**$55,533,073**	**$52,457,818**

Table 4: Financial Contributions for Option B (Middle Assist) over 10-years

	Assist	Total Capital Costs	Benefit to new Development	Assist Amount	DCC Recoverable	Total Municipal Contribution
Transportation	**3%**	$43,898,722	$13,498,364	$404,951	$13,093,413	$30,805,309
Water	**7%**	$21,581,800	$14,408,872	$1,008,621	$13,400,251	$8,181,549
Sanitary Sewer	**8%**	$31,025,300	$24,378,346	$1,950,268	$22,428,078	$8,597,222

Storm Drainage	**2%**	$300,000	$300,000	$6,000	$294,000	$6,000
Parks	**3%**	$11,185,069	$9,795,162	$293,855	$9,501,307	$1,683,762
Total		**$107,990,891**	**$62,380,743**	**$3,663,694**	**$58,717,049**	**$49,273,842**

Table 5: Financial Contributions for Option C (1% Assist) over 10-years

	Assist	**Total Capital Costs**	**Benefit to new Development**	**Assist Amount**	**DCC Recoverable**	**Total Municipal Contribution**
Transportation	**1%**	$43,898,722	$13,498,364	$134,984	$13,363,380	$30,535,342
Water	**1%**	$21,581,800	$14,408,872	$144,089	$14,264,783	$7,317,017
Sanitary Sewer	**1%**	$31,025,300	$24,378,346	$243,783	$24,134,563	$6,890,737
Storm Drainage	**1%**	$300,000	$300,000	$3,000	$297,000	$3,000
Parks	**1%**	$11,185,069	$9,795,162	$97,952	$9,697,210	$1,487,859
Total		**$107,990,891**	**$62,380,743**	**$623,807**	**$61,756,936**	**$46,233,955**

As shown in the tables above, the financial impact of the assist over 10-years ranges from $623,807 at the 1% assist for Option C, to $6,847,670 at the current assist levels for Option A. The tables also show the total municipal contribution under each of the scenario, which reflects both the amount that has been allocated to the benefit of the existing population, as well as the assist. Given the financial pressures that the City will be facing over the next 10-years for capital funding, as well as the assists being used in comparable city's, staff are recommending a 1% assist factor be used in the new DCC bylaw.

Alternative Options:

Three alternatives have been provided below. The first alternative would see the new DCC bylaw prepared with the middle assist factors as identified in Option B, and the second alternative would see the new DCC bylaw prepared with the current assist factors as identified in Option A. Staff are not recommending these options given the financial burden they would place on existing tax payers and rate payers.

A third alternative has been provided that responds to the feedback from the CHBA with a request to phase in the increase. It proposes to phase in the 1% assist factor over a period of two years. Under this alternative, the City would first increase the rates to the "middle assist" factor in year one, and then adjust the rates to the 1% assist in year two. While administratively this is more cumbersome and onerous, it is an option that is available to Council.

Finally, it is worth reiterating the process in which new DCC's are introduced. All projects that have submitted an application for rezoning, development permit, subdivision or a building permit in advance of the new bylaw being adopted are grandfathered under the current rates, for a one year period. Any projects applied for after adoption of the bylaw would be subject to the new rates. This grandfathering provision would apply to the phased approach as well, should Council wish to see the assist factor phased in as contemplated by the third alternative.

Committee Discussion and Recommendation:

At the June 10, 2022 committee meeting, staff presented the above engagement results and recommendation. As noted above, Committee was one member short of quorum and was unable to provide Council with a formal recommendation. However, staff still presented the above information, and individual Committee members provided general feedback to assist Council in their decision making.

Overall, the comments were relatively consistent with those heard through the engagement. While Committee members were supportive of the rates being updated to reflect updated infrastructure demands, and that they should be regularly reviewed to consider cost increases, there were also concerns about impact to the housing market, including the recent increase of prime rates and anticipation of a housing correction. Committee members discussed the 10-year impact of the assist, ranging from just over 600k to over 6M, and weighed the annual financial burden against the potential impact to development of higher DCC rates. There was also overall acknowledgement that the market is the largest influencer of housing prices, and an appreciation that the City has other tools to incentivize development if it wishes to do so.

While Committee as a whole was unable to make a formal recommendation, just over half of the members in attendance were supportive of the first alternative (DCC Option B – middle assist), and slightly less than half were supportive of the staff recommendation (1% assist).

Financial implication

The financial implications are described in detail above. Depending on the assist factor selected, the 10-year financial impact of the assist ranges from $623,807 at 1% assist, to $6,847,670 at the current assist levels. This then influences the total amount of municipal contribution that will need to be accounted for in future financial plans, from $46M under a 1% assist, to $52M for the current assist.

Climate Impact

The DCC bylaw does not impact the Community Climate Action Plan, nor the Corporate Energy and Emissions Plan.

Alternate recommendations

Alternative 1: Recommend to Council that staff prepare the bylaw with the middle assist factors as identified in Option B.

Alternative 2: Recommend to Council that staff prepare the bylaw with the current assist factors as identified in Option A.

Alternative 3: Recommend to Council that staff prepare the bylaw with a phased implementation plan which would utilize a middle assist in year one, and a 1% assist in year two.

Attachments

Attachment A – Detailed Engagement Summary

Attachment B – Comparable DCC's

Respectfully submitted,

Kristen Dixon, P.Eng, MBA
GM of Infrastructure

Concurrence

Director of Development Services	Director of Finance and Administration	Chief Administrative Officer
BL	AMC	AH

Development Cost Charges Engagement Summary

In accordance with legislative requirements, the City conducted an engagement program to involve stakeholders and the community in a review of the proposed draft rates before preparing the new bylaw for Council's consideration. The engagement program was initiated on May 2, 2022 and closed on May 29. The following report provides a summary of the activities conducted and an analysis of the findings. Complete results are available at shapeyourcitypenticton.ca.

Analysis

The main focus of the engagement activities was to gather feedback on the assist rates as well as any other feedback participants would like to offer. Response to the assist factor and draft rates from the general community through the feedback form was mixed. Although participation was low at 89 people, results show there is more support (45%) for providing some level of assistance. The most common reasons provided for this feedback is fear of costs being passed on to homebuyers and further pressure on housing affordability. About 31% of participants disagreed with assisting development and this sentiment was echoed by most attendees at the open house.

More technical feedback on the draft rates was provided by a small group of stakeholders and industry representatives. It was suggested that DCC increases should be introduced incrementally due to the impact on developer budgets. It was also suggested that there may be more effective ways to calculate rates other than square footage. There was recognition by this group that the rates needed to be reviewed more regularly.

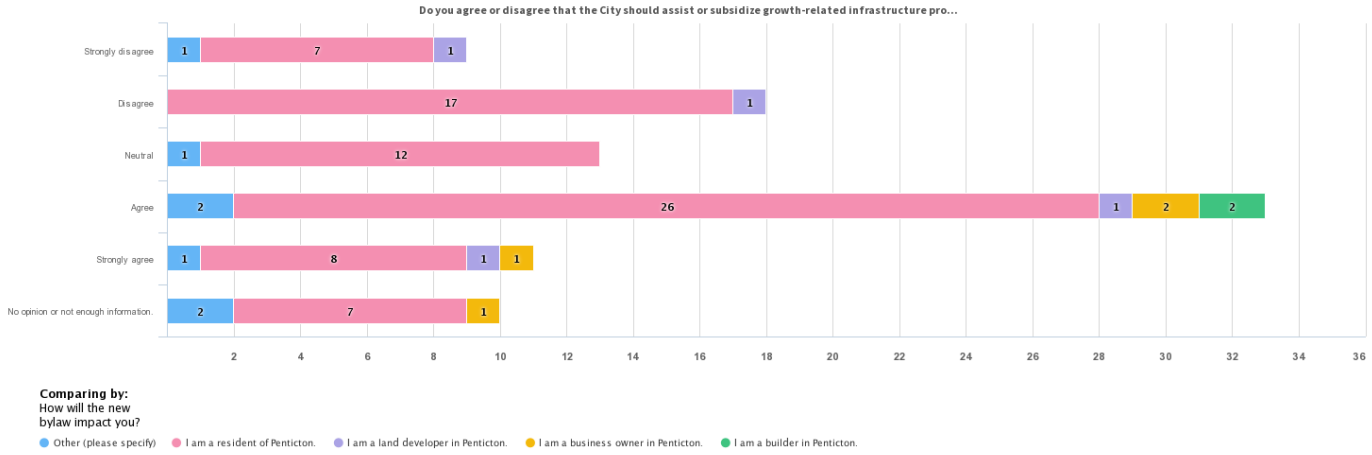
Communications and Engagement Activities

- Press release issued on May 2, 2022 to announce process to compete new bylaw and start of engagement program.
- A website was created on shapeyourcitypenticotn.ca to provide a central resource for information about the work. It featured a copy of the Urban Systems Report with the ability to comment directly on the document.
- Email invitation sent on May 3, 2022 to members of the development and business community raising awareness of plans to create a new bylaw and ability to review the proposed rates and participate in information sessions. Invitations were sent to the Southern Interior Construction Association, the Canadian Home Builders Association, the Urban Development Institute, local business associations (Chamber, PIDA) and about 90 representatives of local and regional developers and builders. Representatives had the option of attending an info session, completing a form, commenting directly on the report or sending an email with their feedback. A reminder was sent on May 12, 2022. The City received feedback from the CHBA, PIDA and several builders/developers.

- The City hosted two information sessions and an open house to provide opportunities for stakeholders and the community to learn more and ask questions. The information sessions were attended by approximately 8 participants and the open house was attended by approximately 90 participants including local developers and business community members.
- Recognizing that the topic is fairly technical, the City undertook an initiative to educate citizens to encourage informed participation. A 9-question "Get to know your DCCs" quiz was created and published on three occasions in the newspaper and was also available online. A feedback form was integrated with the quiz and the City receive 89 responses and thousands of views.

Engagement Findings

- The "Get to know your DCCs" quiz served to educate participants prior to sharing their feedback. On average, more than 70% of participants provided the correct answer to basic questions about Development Cost Charges such as what are DCCs, why is Penticton updating their DCCs, what do they pay for and who pays them.
- In terms of feedback, the engagement program invited participants to consider whether or not the City should subsidize growth-related infrastructure projects. The response to this question ranged quite a bit across the options with 47% agreeing or strongly agreeing that the City should subsidize growth-related infrastructure projects. 29% disagree or strongly disagree and another 24% were neutral on the subject of did not have enough information to form an opinion.



- When asked to explain their responses, the comments provided reflected an understanding of the complexity of the topic and the influence of factors such as type of project and beneficiaries on the appropriate level of subsidy. A selection of these comments include:
    - *Depends on the development. Housing developments should not be assisted unless they are targeted to rentals, subsidized or cooperative housing projects. Commercial projects should have an assist range (1-10%), depending on the estimated economic impact. Institutional projects should receive the highest assist because they potentially provide services to everyone.*

  - *It appears to be a complicated topic. I think it depends on the project and what it brings to Penticton and the existing residents, or what it costs the city to accommodate the development.*
- In general, participants in support of subsidies argue that the entire community benefits from the new infrastructure associated with growth and that the City earns revenue from the growing tax base. A selection of these comments include:
  - *Yes, I agree that the City should assist or subsidize growth-related infrastructure projects, because it is always a benefit to the City and Community around the project.*
  - *Cities should absolutely invest in infrastructure projects that benefit the city in the long run.*
  - *If the City of Penticton is expected to keep growing with new businesses and more housing for the 'working middle class families and singles' we do need to assist in some degree to encourage and welcome that growth and more jobs and hopefully public safety will return.*
- Those that are not in support of subsidies suggest that the developers benefit financially and the cost should not be the responsibility of existing taxpayers.
  - *As taxpayers we shouldn't be required to pay more taxes for the developers and realtor's to make more money.*
  - *We have a limited land base because of our geography and a very desirable location. We should be very careful and wise about how we want to grow Penticton. High assist rates should not be used to attract development.*
  - *I believe in some assistance to encourage economic growth but it should be on par with the other larger cities like Vernon and Kelowna. Our DCC charges are too much in favour of the developer at this point and taxpayers are paying more than their fair share. The planned developments are now higher density which gives developments more profitable options. Penticton has developed out a great audience for investment and the city shouldn't be bearing all the costs for building it out.*
- Participants also were invited to comment on the draft rates and approach to the new bylaw. Some of the comments received include:
  - *The City should include an annual CPI increase in the bylaw to ensure the rates are current.*
  - *Cutting DCCs are a terrible way to promote development. Make sure there is a fair basis for what is being charged. Urban sprawl developments should be charged higher DCCs than in fill.*
  - *My concern is reviewing large residential developments that we ensure we are expanding our green space. So if that means the city receives funds thru DCC's to purchase adjacent lands to the developments to convert to green space - or we insist on the developers creating green space within the development or contributing land to the city.*
  - *It should be reviewed more regularly to ensure we are recovering a reasonable amount to cover our infrastructure development costs based on the new projects.*
  - *Process of developing and finalizing must be transparent and done in a manner that seriously considers the input of relatively informed contributors. Participation of the non business/construction community should not receive overweight importance by planners and political reps. Development should also consider lessons learned from other communities.*

Stakeholder Feedback

- The City made multiple efforts to contact and invite representatives from the development, building and business community stakeholder groups to learn more about the new DCC Bylaw and share their feedback. Although participation by these groups was low, it did generate the following valuable considerations.
  - A discussion with a representative of PIDA suggested there may be a better way to charge different types of industrial development. For example, DCCs for water could be based on the size of the water connection to more closely reflect the impact on services versus square footage.
  - The CHBA provided a letter (see below) including the following comments:
    - The CHBA South Okanagan supports Option A in the report put forward by Urban Systems with optimal assist for developers. At a crucial time for housing, our industry is dealing with rising material costs, constrictive labor shortages, supply issues and lack of buildable land.
    - We would also like to note that some scenarios in this report appear to go against densification which conflicts with the Official Community Plan. The clearest way to encourage development in the core is to keep DCCs low in that area.
    - While we acknowledge that rates have not been adjusted in 15 years, we would encourage the City to implement incremental increases to grow with cost of living. Proposing a one-time increase of up to 50% in some scenarios will have detrimental effects on multiyear budgets for developers.
    - Incorporating predictable DCC increases would remove one source of unforeseen costs for our members as they work hard to tackle the housing crisis in our region.
    - We request an in-person meeting between City of Penticton Development Services and our membership to review the proposed changes at the next phase. As well, we would encourage the City of Penticton to include CHBA South Okanagan in further consultation on this process as you move forward with bylaw revisions.

Other Feedback

The following is a summary of feedback received through discussions at the open house, the information sessions and other correspondence.

- Several comments that the City is heading in the right direction to ensure that new development is paying its fair share. We need to ensure that growth is paying for growth.
- Several comments expressing concern about affordability of housing in Penticton, particularly in the last year or so.
- Comments expressing concerns over the cost of housing Penticton and that DCCs will add to that cost, although some recognition that the market plays a much stronger role than DCCs in the cost of housing. Discussions about the complexity of addressing the issue of housing affordability.
- Comments that DCCs probably do not play a big role in deciding where business locates. Business will look for existing vacant space to lease first. Unlikely that someone wanting to construct new commercial space will shop city to city for the lowest DCCs. Longer term property taxes would be a bigger factor, but in general the market for commercial space and other factors are probably far more important than DCCs and taxes.

- Interesting to see this information and how the City is aiming to plan for new infrastructure needed for growth.
- Good to see that the City is collecting money for parks improvements. Other parks need to be upgraded, as infill and high density housing is additional strain on all parks.
- Question discussed: if we add one more house to a parcel in agricultural area will we need to pay DCCs?
- Clarification questions about the shift from two sectors with core and periphery to one city wide sector.
- Just moved to Penticton from Vancouver area and watched Council discussions before moving – like the direction that Council is going and the discussions that Council holds on the topic of managing growth and cost recovery.
- Bylaw update is overdue. The City should update DCCs more frequently such as relating to consumer price index to avoid big jumps in rates after several years. Better to have more, smaller increases than one big increase.
- Need to clearly show what the developers are paying compared to the City portion.
- Need to provide content in print in the newspaper to enable people who do not use technology.

CANADIAN
HOME BUILDERS' ASSOCIATION
SOUTH OKANAGAN

#113-437 Martin Street, Penticton, BC
250 493 0001
www.chbaso.org
info@chbaso.org

June 6, 2022

Blake Laven
Director of Development Services
City of Penticton

Re: DCC Bylaw Proposed Changes

Canadian Home Builders Association South Okanagan works to support our members and address the important issue of housing supply and affordability in our region. We work with industry stakeholders and endeavor to foster positive relations with our municipal partners while addressing housing demand and inventory.

The Builders' Advocacy Committee and the CHBA South Okanagan Board of Directors value our strong relations with Development Services at the City of Penticton and strive to continue our solid relationship in the future.

The CHBA South Okanagan supports Option A in the report put forward by Urban Systems with optimal assist for developers. At a crucial time for housing, our industry is dealing with rising material costs, constrictive labor shortages, supply issues and lack of buildable land.

We would also like to note that some scenarios in this report appear to go against densification which conflicts with the Official Community Plan. The clearest way to encourage development in the core is to keep DCCs low in that area.

While we acknowledge that rates have not been adjusted in 15 years, we would encourage the City to implement incremental increases to grow with cost of living. Proposing a one-time increase of up to 50% in some scenarios will have detrimental effects on multiyear budgets for developers. Incorporating predictable DCC increases would remove one source of unforeseen costs for our members as they work hard to tackle the housing crisis in our region.

We request an in-person meeting between City of Penticton Development Services and our membership to review the proposed changes at the next phase. As well, we would encourage the City of Penticton to include CHBA South Okanagan in further consultation on this process as you move forward with bylaw revisions.

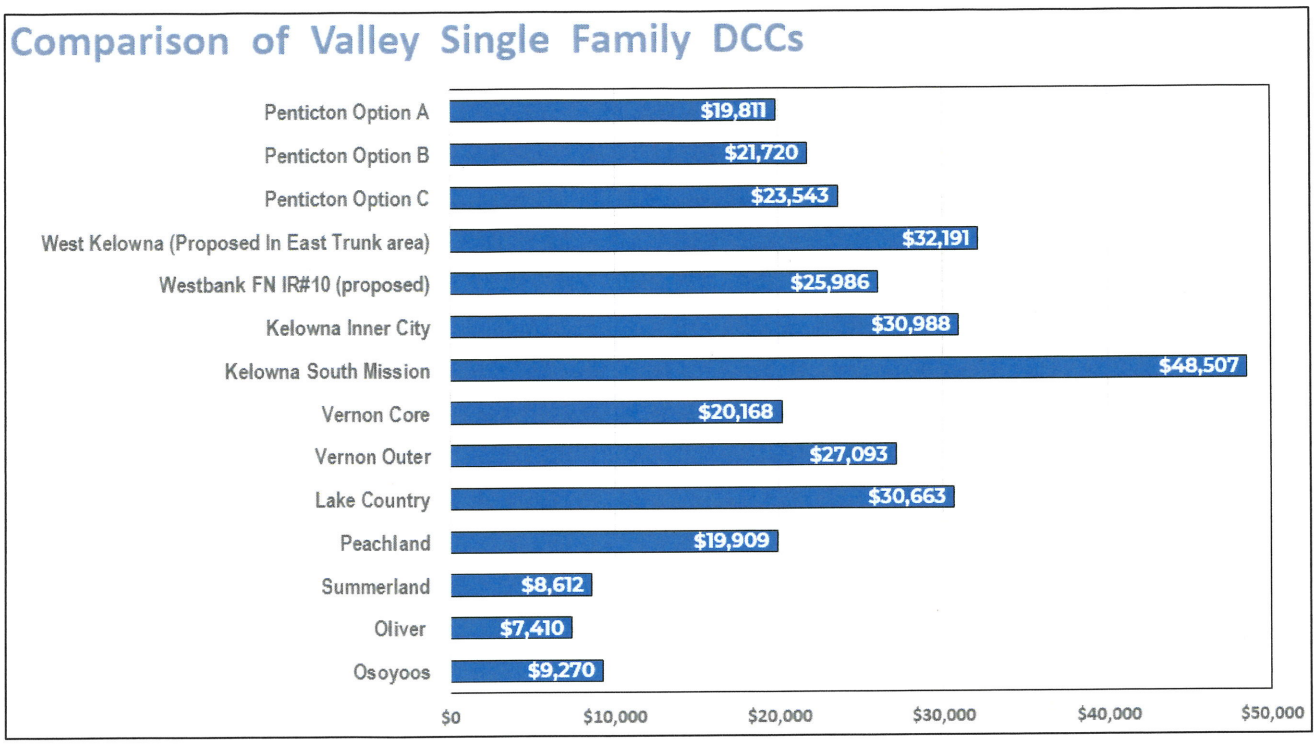
We thank you for the opportunity to comment on this and we look forward to being involved in the process at the next phase.

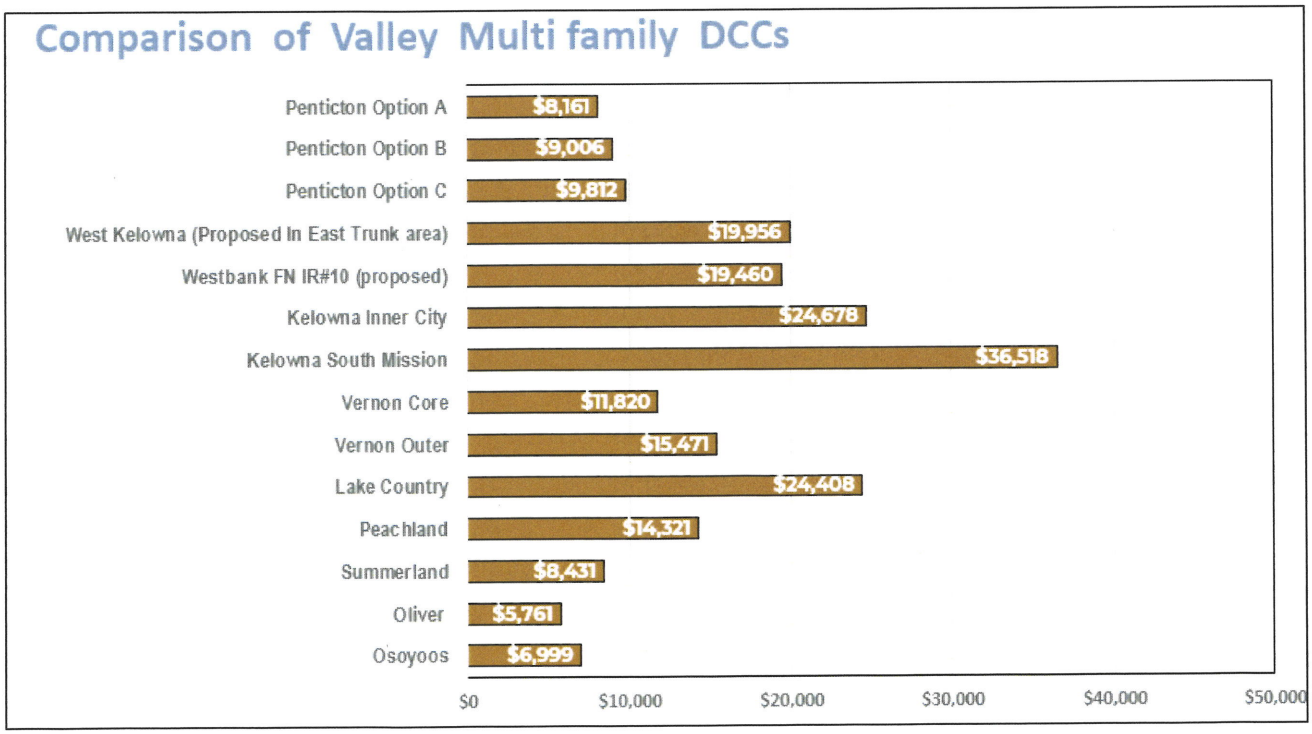
Sincerely,

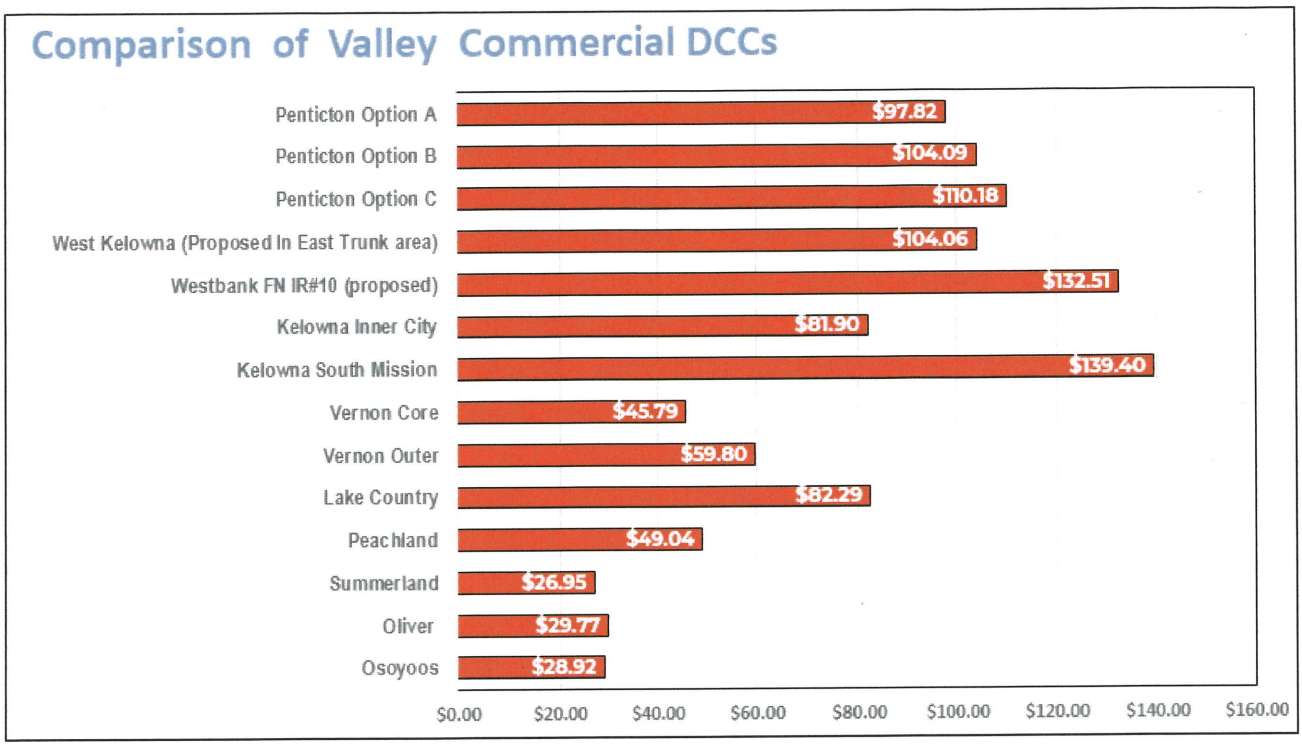
Sarah Taylor
Executive Officer

Wally James
President
Chair, Builders Advocacy Committee

Attachment B: Comparison DCC's






Comparison of Valley Commercial DCCs
Penticton Option A
Penticton Option B
Penticton Option C
West Kelowna (Proposed In East Trunk area)
Westbank FN IR#10 (proposed)
Kelowna Inner City
Kelowna South Mission
Vernon Core
Vernon Outer
Lake Country
Peachland
Summerland
Oliver
Osoyoos
$97.82
$104.09
$110.18
$104.06
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$81.90
$139.40
$45.79
$59.80
$82.29
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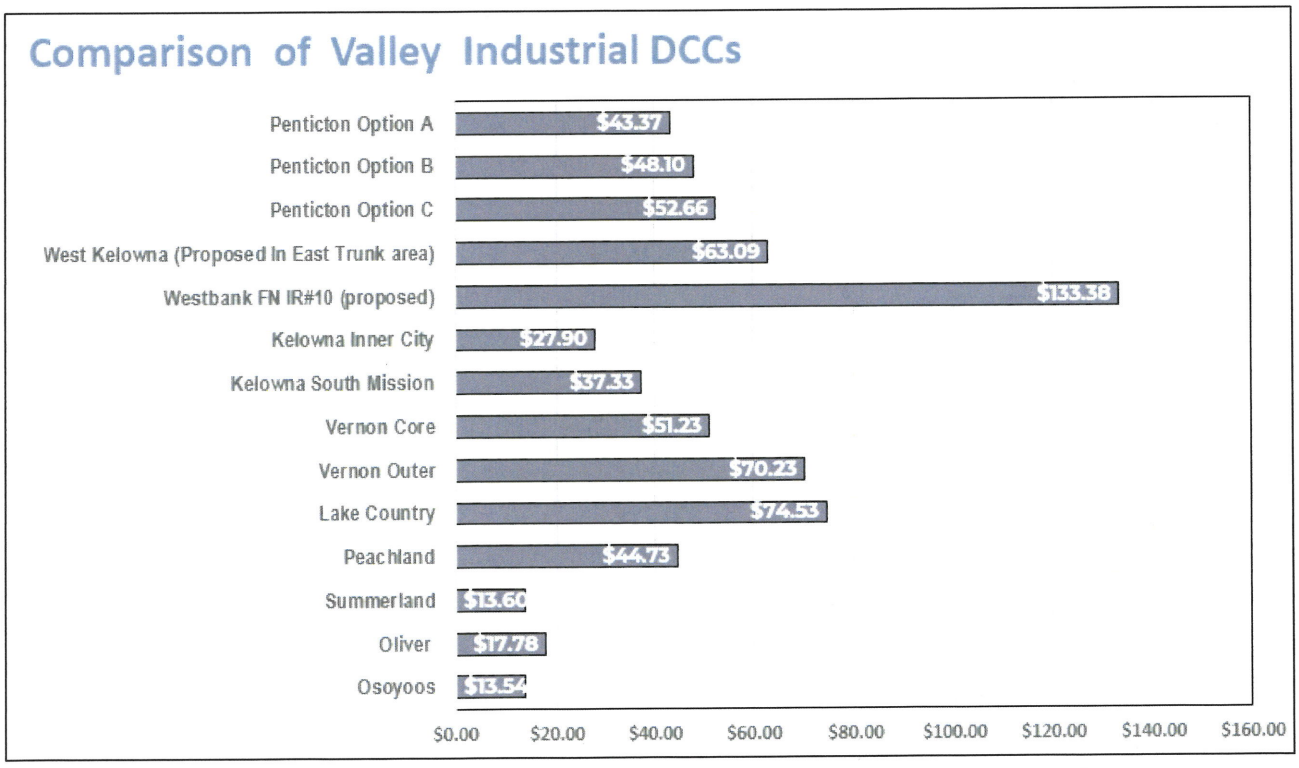
Comparison of Valley Industrial DCCs
Penticton Option A
Penticton Option B
Penticton Option C
West Kelowna (Proposed In East Trunk area)
Westbank FN IR#10 (proposed)
Kelowna Inner City
Kelowna South Mission
Vernon Core
Vernon Outer
Lake Country
Peachland
Summerland
Oliver
Osoyoos
$43.37
$48.10
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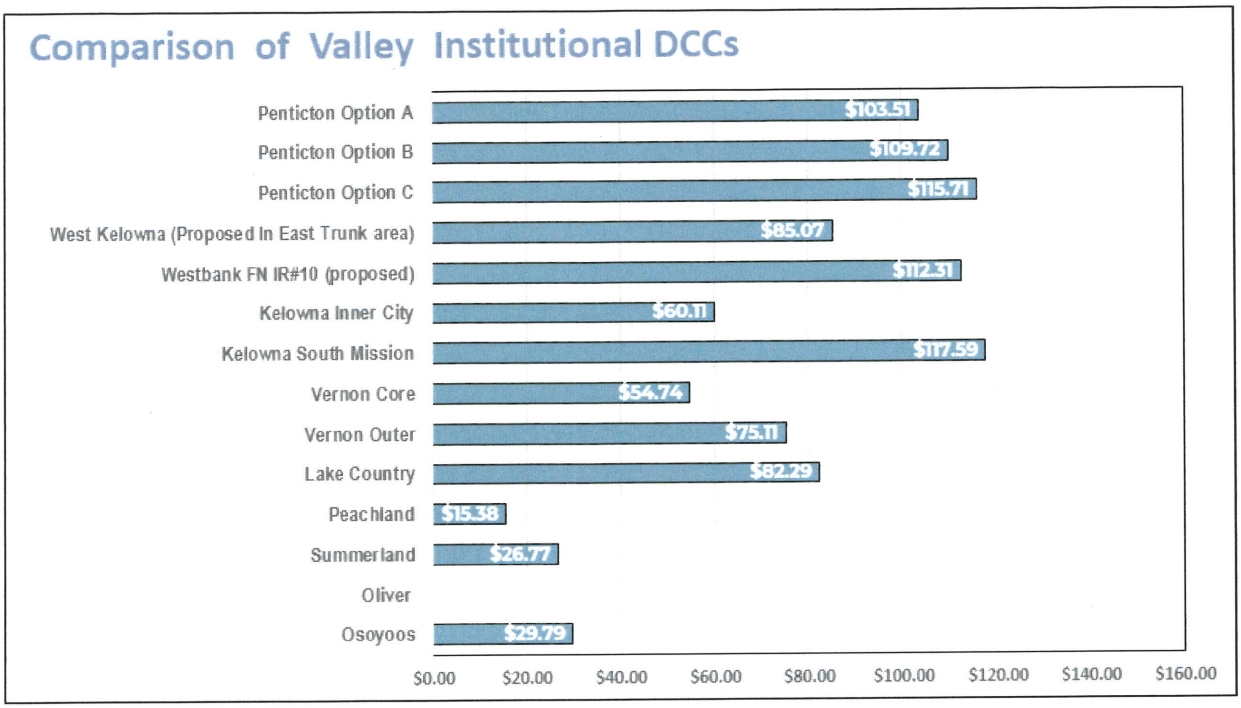
Comparison of Valley Institutional DCCs
Penticton Option A
Penticton Option B
Penticton Option C
West Kelowna (Proposed In East Trunk area)
Westbank FN IR#10 (proposed)
Kelowna Inner City
Kelowna South Mission
Vernon Core
Vernon Outer
Lake Country
Peachland
Summerland
Oliver
Osoyoos
$103.51
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$29.79
$0.00
$20.00
$40.00
$60.00
$80.00
$100.00
$120.00
$140.00
$160.00

Council Report

penticton.ca

Date: June 21, 2022 File No: 0550-20
To: Donny van Dyk, Chief Administrative Officer
From: Angie Collison, Corporate Officer

Subject: **Public Notice Bylaw No. 2022-34**

Staff Recommendation

THAT Council give first, second and third reading to "Public Notice Bylaw No. 2022-34", a bylaw that provides an alternate means of default publications to meet the requirements of section 94 of the *Community Charter* utilizing one week in an online news source and one week of advertising in printed newspaper.

Strategic priority objective

Mission: Penticton will serve its residents, businesses and visitors through good governance, partnership and the provision of effective and community focused services.

Background

On February 28, 2022, new public notice requirements (*Community Charter*) came into force providing local governments with two options:

1) continue to use the default publication requirements of publishing in a newspaper once each week for two consecutive weeks; or
2) adopt a bylaw to provide alternative methods of publication.

The alternative means are not defined in the legislation, but could include any method that would adequately reach the community such as a City website, City Facebook page, online or print newspaper, direct mail or posting at recreation centres.

The Public Notice Bylaw must specify at least two (2) methods of notice (not including the public notice posting places) and consider the principles of effective public notice. The principles that must be considered before a public notice bylaw is adopted are:

- Reliable – the publication methods are dependable and trustworthy;
- Suitable – the publication methods work for the purpose for which the public notice is intended; and
- Accessible – the publication methods are easy to access and have broad reach.

The Council Procedure Bylaw already identifies that the City website is a Public Notice Posting Place, so it cannot be used as one of the alternative methods in the Public Notice Bylaw.

Public Notice (under section 94 of the *Community Charter*) is required for a public hearing, elections, annual and public meetings and disposition of land.

The publication of notice requirements set out in the bylaw are minimum requirements and are not intended to limit the use of different or additional methods of advertising.

Analysis

Taking in to consideration the specific needs of the community and the principles identified above, this report recommends that the City take advantage of the flexibility now provided by the recent change to the *Community Charter* and adopt alternate forms of required notification. Staff have reviewed the options available, and believe that utilizing a digital media source one week and a print source one week will have a more effective reach in the community and will strike a desirable balance. It is therefore recommended that Council, after considering the principles of effective public notice, give three readings to "Public Notice Bylaw No. 2022-34".

Financial implication

The current budget for statutory advertisements is $34,000, it is not anticipated that these costs will change significantly in utilizing one week of online advertising versus print.

Alternate recommendations

THAT Council maintain the default public notice provisions and continue to publish public notice in a newspaper that circulates in the community once each week for two consecutive weeks.

Attachments

Attachment A – Public Notice Guidance Materials: For B.C. Local Governments

Attachment B – Public Notice Bylaw No. 2022-34

Respectfully submitted,

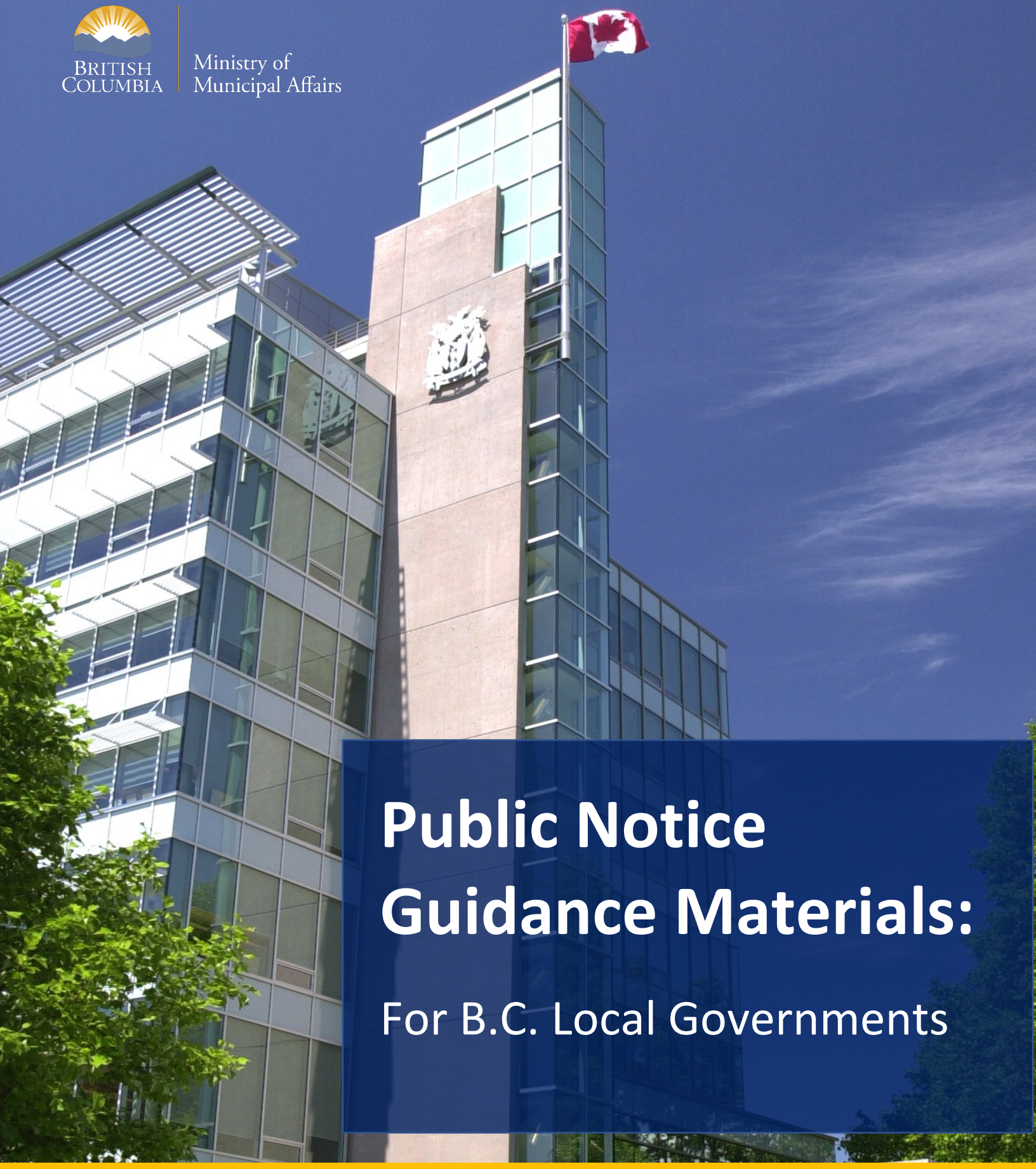
Angie Collison
Corporate Officer

Concurrence

Director of Finance and Administration	A/Chief Administrative Officer
AMC	AH

BRITISH COLUMBIA

Ministry of Municipal Affairs



Public Notice Guidance Materials:

For B.C. Local Governments

February 2022

Introduction

The *Community Charter* and *Local Government Act* require local governments to provide advance public notice of matters of public interest (e.g., public meetings, elections, public hearings, disposition of land). Public notice is required to facilitate transparency and accountability and is part of the public engagement process.

Public notices inform the public of opportunities to participate in local government decision-making and share views. The *Community Charter*, *Islands Trust Act*, *Local Government Act* and *Vancouver Charter* set out the minimum content requirements for public notice and how notice must be provided; however, they do not limit any additional information that the local government may choose to incorporate into a notice or additional methods the local government may choose to use to provide notice to its community.

Requirements for Public Notice

The public notice requirements that came into force February 28, 2022 provide local governments with two options for providing public notice under Section 94 of the *Community Charter*:

1. **continue to use the default publication requirements of publishing in a newspaper once each week for two consecutive weeks; or,**
2. **adopt a bylaw to provide for alternative methods of publication (i.e., a public notice bylaw).**

Section 94 of the *Community Charter* states that if public notice is required the notice must be published in accordance with s. 94.1 [*Default publication requirements*] or s. 94.2 [*Bylaw to provide for alternative means of publication*] and by posting in the public notice posting places.

Local governments must also provide public notice by posting the notice at the public notice posting places identified in their procedure bylaw.

If a matter is subject to two or more requirements for publication (e.g., election notices), the notices may be combined as long as the requirements of the applicable provisions are met.

A local government may provide any additional notice regarding a matter that it considers appropriate, including by the internet or by other electronic methods.

Section 94.2 of the *Community Charter* refers to the "means of publication". In this document the term "methods" is used to express the "means of publication" for a public notice bylaw to differentiate it from "alternative means" in section 94.1.

Default Publication Requirements for Public Notice (94.1)

The public notice provisions that were in place prior to February 28, 2022 ("default publication requirements for public notice") continue to be an available option for local governments. The default publication requirements apply if a local government has not adopted a public notice bylaw to provide for alternative methods of publication specific to the community. The default rules provide that the local government must:

- publish notice in a newspaper that circulates in the community once each week for two consecutive weeks; or,
- if publication by newspaper is not practicable, the notice may be given in the area by alternative means (e.g., posted on a community bulletin board or directly mailed).

If a local government uses alternative means the notice(s) must be given within the required time period and frequency set out in the legislation. The council or board must also consider the notice to be reasonably equivalent to that which would be provided by a newspaper.

Local governments that regularly have to use alternative means because publication by newspaper is not practical may want to consider adopting a public notice bylaw so the public consistently knows where to find public notice(s) in the community.

Alternative means in section 94.1 are not defined in the legislation, and could include any type of notice that the council or board believes will adequately reach the community and meet the legislative requirements, such as online advertising, direct mailing and/or radio ad. If the local government is using alternative means to meet the notice requirements, best practice is to provide the rationale for the mean(s) chosen and adopt a resolution in an open meeting.

Bylaw to Provide for Alternative Methods of Publication (94.2)

Section 94.2 provides local governments the authority to adopt a public notice bylaw if they choose not to use the default notice provisions. Local governments that adopt a public notice bylaw **must** then publish notice by all the methods specified in the bylaw, **and** are still required to post a notice at the public notice posting places.

A bylaw adopted under section 94.2 must:

- specify at least two methods of notice (e.g., newspaper and local government website), not including the public notice posting places; and,
- consider the principles of effective public notice (*reliable, suitable and accessible*) described by the *Public Notice Regulation* before adopting a public notice bylaw (detailed information about the principles is provided below).

2022 General Local Elections
Local governments considering adopting a public notice bylaw in 2022 are recommended to do so before July 4, 2022, so there is sufficient time to develop the bylaw and let the public know about any changes to public notice before notices start for the October 15, 2022 general local elections.

Under a public notice bylaw, the notice must be published at least seven days before the matter for which notice is required (unless a different period is prescribed in the *Community Charter*, *Local Government Act* or another Act).

Possible methods to publish public notice:

- Online or print newspaper.
- Local government website.
- Local government subscription service.
- Community website or newsletter.
- Local government Facebook page.
- Direct email or mail out.
- Posting at recreation centres.

Principles of Effective Public Notice

Each council or board is required to consider the principles described in the *Public Notice Regulation* and think critically about the same set of principles in making public notice choices. These principles are intended to foster a shared set of good governance expectations among local governments and give British Columbian's confidence that their local governments will conduct their business in an open and transparent manner.

The principles that **must** be considered before a public notice bylaw is adopted are:

- *Reliable* – the publication methods are dependable and trustworthy;
- *Suitable* – the publication methods work for the purpose for which the public notice is intended; and,
- *Accessible* – the publication methods are easy to access and have broad reach.

As a best practice, local governments may want to note how the principles have been considered (e.g., by resolution, reflected in the minutes, or included in the preamble of the public notice bylaw). A record of the decision demonstrates that the council or board discussed the principles and that the discussion is on the public record.

For example, if a council or board is considering whether to use the local government website and a community newspaper as the two required means of publishing notice in their bylaw, they would need to consider if:

- the community can easily access the website, and that the newspaper is distributed broadly in the community (i.e., accessibility principle);
- the community considers that the website and the newspaper will provide reliable and accurate ongoing information (i.e., reliability principle); and,
- the website and newspaper together can meet specific timing requirements (e.g., between three and 10 days) and content requirements (i.e., suitability principle).

Examples of sources that would likely **not** meet the principles of public notice*:

- Twitter: the character limit means it is not **suitable** for displaying all the required information for a statutory public notice.
- Non-government Facebook or webpage: a source containing mostly opinions and not facts would not meet the principle of **reliability**.
- Radio/TV: because the information is only quickly displayed/read – it limits **access** to the information.

**All of the sources listed above would be appropriate as a supplemental way of informing the public; however, they would likely not meet the threshold established by the principles of effective public notice (e.g., reliable, suitable and accessible) and therefore couldn't be used as one of the official means of public notice under section 94.2 of the Community Charter.*

Reliable

The publication methods are dependable and trustworthy in the community. To meet the principle of reliability consider whether the method is:

- trusted by the community to provide factual information (e.g. not solely opinions);
- a source that isn't likely to abruptly stop operating and has been part of the community for some time (e.g., is a well-established source of information); and,
- tested and able to reliably display the required information.

Suitable

The publication methods work for the purpose of informing the community. To meet the principle of suitability consider whether the method can:

- display all of the legislatively required notice information in a legible manner;
- meet specific timing requirements outlined in the legislation (e.g., publishing by at least one of the means between three and 10 days before the matter is to be considered);
- be revisited during the publication period (e.g., won't be published once and then disappear); and,
- allow for the local government to keep a record of the date and period of time that the notice was published.

Accessible

The publication methods are easily accessible for people and have broad reach in the community. To meet the principle of accessibility consider whether the method(s):

- are accessible to a broad spectrum of the local population (e.g., age, location);
- provide an easy way for people to find and read the public notice information (considering also persons with disabilities, community demographics, and language needs);
- provide different ways for the public to be informed (e.g., in print and online);
- have limited barriers to access (e.g., one is free if the other is a paid subscription); and,
- take into consideration local circumstances (e.g., lack of reliable internet or a local newspaper).

Best Practices for Developing a Public Notice Bylaw

Best practices for development and adoption of a public notice bylaw may include:

- discussion of different options for public notice and the principles of effective public notice at an open meeting of council or regional district board before deciding on the methods and adopting the bylaw;
- a public survey to understand communication needs and practices in the community (perhaps including a question to find out how the person heard about the survey, which may show how people access information from the local government);

- outreach to the newspaper (if it is one of the methods being considered) to understand publication schedules and future plans, to ensure that the principles of reliability and suitability can continue to be met;
- outreach to member municipalities (for regional districts) to discuss the methods they use to provide public notice to be as consistent as possible;
- information for the public about the adoption of a public notice bylaw to promote accountability and transparency. This may include:
    - a press release;
    - local government open house;
    - information on the local government website and/or social media; or,
    - information at the public notice posting place.
- review of the public notice bylaw (e.g., annually) to ensure that the principles continue to be met for each of the methods identified in the bylaw.

Public Notice Posting Place

All notices must be posted at the public notice posting place(s) for the public notice requirements to be met, regardless of whether a local government is using the default notice requirements or has adopted a public notice bylaw. Local governments must identify places that are to be the public notice posting places in their procedure bylaw.

Examples of public notice posting places include: the public notice board at municipal hall or regional district board office; the council chamber at municipal hall or regional district board meeting place.

Public Notice Timing Requirements

Specific timing and content requirements in the *Community Charter*, *Islands Trust Act, Local Government Act* and *Vancouver Charter* continue to apply whether the local government has adopted a public notice bylaw or is using the default rules. However, there is some new terminology for councils and boards to be aware of.

Notice must be published at least seven days before the matter

For most matters, local governments that adopt a public notice bylaw are required to publish notice "at least seven days before the date of the matter for which notice is required". The *Interpretation Act* sets out the definitions and how to determine the beginning or end(s) of a time period. It also sets out considerations if a day falls on a holiday or the office is closed. A period of consecutive days is counted as seven days from the day before the reference day (so eight days including the reference day). If the term "at least" is used, then one day is added to this calculation.

To establish when notice must be published:

- determine the date the matter will be considered. This date will be the "reference day";
- start counting backwards seven days from the day before the reference day; and,
- add one more day to the calculation because the term "at least" is used.

For illustration:

- If the matter is to be considered on May 12 then the notice must be published by May 4.

May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4 At least seven days before +1	5 7	6 6	7 5	8 4	9 3
10 2	11 1	12 Reference Day	13	14	15	16

Notice must be published by at least one of the means "not less than" and "not more than"
For some matters (e.g., public hearings, zoning bylaws, notice of annual tax sale), the legislation specifies rules that public notice must be published within a specific timeframe. If a local government has adopted a public notice bylaw, only one of the means must be published during this specific timeframe. The other means would be subject to the default "at least seven days before the date of the matter for which notice is required" (described above).

To establish when notice must be published for "not less than three days and not more than 10 days":

- determine the date the matter will be considered. This date will be the "reference day";
- to determine "not less than three days" count backwards three days from the day before the reference day (so four days including the reference day) and then add one day because the term "not less than" is used;
- to determine "not more than 10 days" count backwards 10 days from the day before the reference day (so 11 days including the reference day) – do not add an extra day for this one because "not more than" is not a special period in the *Interpretation Act*; and,
- a notice must be published by one of the methods specified in the bylaw between these two dates.

For illustration:

- If the matter is to be considered on November 15 – "not less than three days" before would be November 11 and "not more than 10 days" before would be November 5. Notice must be published between November 5 and November 11.

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5 Not more than ten days before 10	6 9	7 8	8 7	9 6
10 5	11 Not less than three days before 4 (+1)	12 3	13 2	14 1	15 Reference Day	16

30 days after publication by two of the methods

For some matters, the legislation specifies the notice deadline to be "at least 30 days after the second publication of the notice" (e.g., alternative approval process), or "within 30 days after the second publication" (e.g., local area service – subject to petition against).

If a local government has adopted a public notice bylaw, the 30-day period starts on the date when the notice has been published by two means. If notice is published on:

- **two different dates**, the 30-day period starts on the day the second notice is published (as long as the first notice is still published at the same time); or,
- **the same day**, the 30-day period starts on the day both the notices are published.

Where a local government has established more than two methods in its public notice bylaw, only the first two methods used must be considered with respect to the timing requirements. However, the notice must still be published by all the methods specified in the bylaw.

To determine how to count 30 days from the start date, please refer to the *Interpretation Act* for that specific section of the legislation. For example, "at least" and "within" are counted slightly differently.

Public Notice Policy

Local governments may decide to establish a public notice policy in addition to adopting a public notice bylaw. This policy may indicate:

- additional methods of public notice (in addition to the required notices) that will be provided to specific hard-to-reach rural areas or populations;
- what additional methods would be used if staff were directed to do so by council/board (e.g., local government social media page if this is not one of the methods specified in the bylaw);
- a public notice e-mail subscription service for residents to sign-up for (if this is not one of the methods specified in the bylaw);
- the specific name of the primary newspaper that will be used for public notice (if this is one of the chosen methods in the bylaw and the name of the newspaper is not included in the bylaw);

- the specific names of alternative newspapers that would be used if the primary newspaper for public notice isn't available (if this is one of the chosen methods in the bylaw and the name of the newspaper is not included in the bylaw);
- how notice of the matter will be provided to First Nations communities in the area (if applicable) and persons living on reserve (e.g., contact the band manager to advise of notices and direct mail to persons living on reserve); and,
- records management practice for public notices.

Public Notice Bylaws and Regional Districts

Regional districts generally encompass large areas with a diverse mix of rural and urban needs which may make it challenging to find methods of public notice that will reach everyone.

One approach for regional districts that want to adopt a public notice bylaw is to specify methods that are consistent with the principles of effective public notice and as widely available as possible within the region (e.g., regional district website and Facebook) and then adopt a public notice policy to specify additional methods that will be used for different electoral areas or municipalities (e.g., a local newsletter; posting at firehalls or member municipal halls; publishing a condensed notice in the local newspaper with a link to the website for the full notice). This will give the regional district flexibility to provide notice in different ways depending on which urban or rural area it is providing notice.

Public Notice Records Management

Local governments that establish a public notice policy with additional methods to publish notice may also want to include best practices for records management of those public notices. Records management practices for public notice may consider how to keep an historical record of public notice if it is published in electronic form, posted on a bulletin board, or published in a newspaper.

Best practices for public notice records management include:

- outlining records management practices for public notice(s) in a policy;
- requiring that a date of publication be included on the notice;
- for electronic notices, taking a screen shot that shows the date and download the analytics (e.g., how long the notice was posted for; how many viewed the notice);
- for newspaper, saving the original news clipping (if printed) or a screen shot if online, and all supporting documents (e.g., information from the newspaper stating the date of publication; PDF of the notice and the invoice);
- if posting notice on a bulletin board (e.g., fire hall, recreation centre) including the dates for which the notice is to be posted on the notice itself (e.g., July 10 – July 22) and take a date stamped photo; and,
- storing all of the information related to the notice (including copies of the notice itself) in one folder for ease of access in the future and keeping a copy on an offsite server.

Public Notice Bylaws - Frequently Asked Questions

Q: Why adopt a public notice bylaw?

A: A local government may decide to use the authority to adopt a public notice bylaw in circumstances where publication by newspaper is no longer practical or where the community has a desire for more varied notice.

Considerations before adopting a public notice bylaw may include:

- Does the community have an accessible, reliable and regularly published newspaper?
- How is public notice accessed most often by the community?
- Are there areas or people in the community that may access public notice differently?
- Has the local government recently had to use "alternative means" to publish notice for a matter? If yes, what method of publication was used?
- Has there been past confusion from the public about where to find public notice?
- Would a public notice bylaw provide clarity for local government staff and/or the public?

Q: Is public engagement required to adopt or amend a public notice bylaw?

A: **No.** Section 94.2 of the *Community Charter* does not require local governments that adopt or amend a public notice bylaw to engage with the public or provide public notice that the bylaw is being adopted. However, as a best practice, notice of the proposed public notice bylaw or amendment can be posted on the local government's website or shared in other ways (e.g., at a council or board meeting; posted to a public notice posting place; shared through a news release).

Providing the public with information about where to find public notice (especially if the method of public notice is changing) facilitates openness and transparency, a fundamental principle of good governance. Informing the community about the public notice bylaw also helps people know where to find public notices for matters affecting the community.

Q: Can a public notice bylaw use newspaper publication as one of the methods?

A: **Yes**. In many communities, local newspapers remain an accessible, reliable and suitable source for sharing information with the public. Where this is the case, a local government may choose to have newspaper as one of the methods of publication specified in a public notice bylaw, or the local government may decide not to adopt a bylaw and continue to use the default requirements for public notice.

Q: What methods may be used for publishing notice?

A: Newspapers are considered a regular source of local information in many communities and, where available, can be used for public notice; however, where this is not the case, there may be other reliable sources the public looks to for community information (e.g., local government website). Local governments that choose to adopt a public notice bylaw must consider the principles of effective public notice to determine the most appropriate methods for the community. The methods of publishing notice will vary from community to community and depend on local circumstances.

Q: Can a public notice bylaw have more than two methods of publishing notice?

A: **Yes**. Local governments can consider whether to establish additional methods of public notice, beyond the required two methods. However, *all* the methods of public notice specified in the bylaw must be completed before the public notice is considered "published". Specifying more than two methods of publication in a public notice bylaw may increase the risk that public notice requirements may not be met. Where additional public notice is desired and the local government prefers not to include it in the bylaw, it can consider adopting a public notice policy that specifies where and when additional notice will be provided.

Q: Can a public notice bylaw use different methods of providing notice for different types of notices (e.g., elections, planning and land use)?

A: **No**. A local government adopting a public notice bylaw must use the same two or more methods specified in the bylaw for publishing **all** public notices. This ensures the public knows consistently where to find notices that may be of interest.

In the event that one of the methods for publishing notice is unavailable, the local government must amend the public notice bylaw and choose a new method of publishing notice to meet the legislated public notice requirements.

Q: Can a public notice bylaw be combined with a procedure bylaw?

A: **It is not recommended.** Local governments developing a public notice bylaw may do so as a stand-alone bylaw so the information remains easily accessible to the public. Where appropriate, local governments can refer to a public notice bylaw in their procedure bylaw.

Additional Public Notice FAQs

Q: Can a local government using the default rules still publish notice by "alternative means"?

A: **Yes**. Local governments that choose to use the default public notice requirements can, where publication in a local newspaper is not practical, publish the notice using "alternative means". The legislation specifies that if "alternative means" are being used instead of newspaper, the notice must be:

- given within the same period as required for publication;
- given with the same frequency as required for publication; and,
- provide notice the council or board considers is reasonably equivalent to that which would be provided by newspaper publication.

Section 94.1(3) of the *Community Charter* sets out how to give notice using alternative means under the default requirements.

The frequency requirement does not apply if a local government chooses to distribute the public notice directly (e.g., delivered by mail or by hand) to residents in the area impacted by the matter set out in the notice.

Q: Can public notices for two different matters be combined?

A: **Yes.** Generally public notice is given separately for different matters – this provides clarity for the public. However, if the same matter is subject to two or more requirements for publication, the notices may be combined so long as the requirements of all applicable provisions are met (e.g., timing and frequency).

Examples of Combined Notice

Notice of Assent Voting
The public notice for assent voting must be published at least six, and not more than 30 days, prior to general voting day. Notices for assent voting can be combined with the notices required for general local elections (if happening at the same time).

Disposition of Local Government Property
A local government that wishes to dispose of property below market value must provide a public notice of its intention to grant assistance, as required either by section 24 of the *Community Charter* or section 272 of the *Local Government Act*. This notice may be combined with the notice of disposition (section 26 of the *Community Charter* or 286 of the *Local Government Act*), and the notice must clearly state that it provides for both disposition and assistance.

Local Government Elections
A local government may combine required local election notices (e.g., notice of advance voting and general voting day) as long as the timing set out in the legislation is met for both notices. For example: the notice of advance elector registration, elector qualifications, list of registered electors and objection to registration of an elector can appear in one notice.

Q: Have the timing and content requirements for public notice changed?

A: **No.** The timing and content requirements specified in the *Community Charter*, *Islands Trust Act*, *Local Government Act*, and *Vancouver Charter* continue to apply regardless of whether the local government has adopted a public notice bylaw or is using the default rules.

Amendments have been made to some sections of the legislation to provide clarity on the timing rules for local governments that adopt a public notice bylaw (refer to the public notice timing section of this document for further information).

Q: Has the requirement for "publication in a newspaper" changed in the *Local Government Act* and *Islands Trust Act*?

A: **Yes**. The reference to "publication in a newspaper" has been removed from sections of the *Local Government Act* and *Islands Trust Act* and replaced with the requirement to publish notice in accordance with Section 94 of the *Community Charter*. The explanation for "giving notice by newspaper publication" in section 4 of the Schedule in the *Local Government Act* has also been removed. This means all local governments now have the same requirements and options for public notice. Regional districts and Islands Trust bodies are now required to also post notice at the public notice posting place.

Sections of the *Local Government Act* where the reference to "newspaper" has been removed and replaced with "publishing notice in accordance with Section 94 of the *Community Charter*".

- Section 13 – Reduction of municipal area
- Section 16 – Other redefinition of boundaries
- Section 50 – Public notice by newspaper publication
- Section 225 – Procedure bylaws
- Section 272 – Publication of intention to provide certain kinds of assistance
- Section 286 – Notice of proposed disposition
- Section 376 – Annual reporting on regional district finances
- Section 466 – Notice of public hearing
- Section 467 – Notice if public hearing waived
- Section 494 – Public notice and hearing requirements
- Section 612 – Heritage designation procedure
- Section 647 – Notice of annual tax sale
- Section 659 – Application of surplus from tax sale

Q: Has the public notice requirement for regional district procedure bylaw amendments changed?

A: **Yes**. The amendments for a regional district board's procedure bylaw are no longer required to be mailed to each director five days before the meeting at which the amendment is to be introduced. The *Local Government Act* now requires the local government to provide notice in accordance with section 94 of the *Community Charter* describing the proposed changes in general terms, which is consistent with the requirement for municipalities.

Q: Has the notice for regional district special board meetings changed?

A: **Yes**. The notice for regional district special board meetings provided in section 220 of the *Local Government Act* now has the same requirements as that of municipalities under section 127 of the *Community Charter*. Notice of a regional district special board meeting must be given at least 24 hours before the time of the meeting by:

- posting a copy of the notice at the regular board meeting place;
- posting a copy of the notice at the public notice posting places; and,
- leaving one copy of the notice for each board member at the place to which the member has directed notice be sent (this can be by email).

Additionally, the notice must include the date, time and place of the meeting and describe in general terms the purpose of the meeting and be signed by the chair or corporate officer.

The notice of a special meeting may be waived by unanimous vote of all directors. However, waiving notice for special meetings is best used sparingly and the reasons for waiving notice documented in the meeting minutes.

The Corporation of the City of Penticton

Bylaw No. 2022-34

A Bylaw to establish public notice procedures.

WHEREAS the *Community Charter* permits a Municipality, by bylaw, to establish public notice procedures;

AND WHEREAS the Council of the City of Penticton desires to expand the permitted public notice procedures in order to broaden the means of providing public notice;

AND WHEREAS the Council of the City of Penticton has considered the principles for effective public notification as set out in B.C Reg. 52/2022;

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

1. TITLE:

1.1. This bylaw may be cited as "Public Notice Bylaw No. 2022-34".

2. PURPOSE:

2.1. The purpose of this Bylaw is to set out the minimum public notice requirements and methods of providing public notice for which public notice is required to be given by the City.

3. NOTICE:

3.1. Where public notice is required, public notice will be provided by:

3.1.1. publishing a notice in an online source of news that provides local news and information for residents of the City of Penticton;

3.1.2. publishing a notice in a printed newspaper distributed within the boundaries of the City of Penticton; and

3.1.3. posting notice in the place for the posting of public notices set out in the Council Procedure Bylaw.

3.2. Unless an Act of the province of British Columbia provides otherwise, notice shall be published at least 7 days before the date of the matter for which notice is required.

3.3. If a period of publication is prescribed for the matter for which notice must be published, notice must be published in the prescribed period before the date of the matter, or for the period otherwise prescribed by an Act of the province of British Columbia.

3.4. The publication of notice requirements set out in this Bylaw are minimum requirements and are not intended to limit the discretion of the Council of the City of Penticton to provide additional notice, utilizing different or additional methods, or repeating notice, as may be deemed appropriate by Council.

4. RESPONSIBILITIES OF THE CORPORATE OFFICER

4.1. The Corporate Officer shall be responsible to Council for ensuring compliance with this Bylaw and may, in their absolute discretion, refuse to place any item on the agenda of Council where there has been substantive non-compliance with the notice requirements of this Bylaw.

READ A FIRST time this	day of	, 2022
READ A SECOND time this	day of	, 2022
READ A THIRD time this	day of	, 2022
ADOPTED this	day of	, 2022

_____

John Vassilaki, Mayor

_____

Angie Collison, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2022-13

A Bylaw to Amend Zoning Bylaw 2021-01

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 No. 2021-01;

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. 2022-13".

2. **Amendment:**

Zoning Bylaw No. 2021-01 is hereby amended as follows:

2.1 Rezone Lot 1 District Lot 250 Similkameen Division Yale District and of District Lot 1 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 1164, located at 1196 Fairview Road, from C2 (Neighbourhood Commercial) to C1 (Commercial Transition).

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

READ A FIRST time this	1	day of	March, 2022
A PUBLIC HEARING was held this	15	day of	March, 2022
READ A SECOND time this	15	day of	March, 2022
READ A THIRD time this	15	day of	March, 2022
ADOPTED this		day of	, 2022

Notice of intention to proceed with this bylaw was published on the 8 day of March, 2022 and the 9 day of March, 2022 in the Penticton newspaper, pursuant to Section 94 of the *Community Charter*.

John Vassilaki, Mayor

Angie Collison, Corporate Officer

Schedule A: Zoning Amendment Bylaw 2022-13

Date: Corporate Officer:

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February 24, 2022 8:45:43 AM

Meters

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Coordinate System: NAD 1983 CSRS UTM Zone 11N

The Corporation of the City of Penticton

Bylaw No. 2022-16

A Bylaw to Amend Zoning Bylaw 2021-01

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 No. 2021-01;

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. 2022-16".

2. **Amendment:**

Zoning Bylaw No. 2021-01 is hereby amended as follows:

2.1 Rezone That Part of Lot 2 Shown on Plan B5522, District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 1913, located at 719 Alexander Avenue, from R2 (Small Lot Residential) to RD2 (Duplex Housing: Lane).

2.2 Add the following to 10.5.4 SITE SPECIFIC PROVISIONS:
.8 "In the case of That Part of Lot 2 Shown on Plan B5522, District Lot 2 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 1913, located at 719 Alexander Avenue, a maximum of two single detached dwelling units shall be permitted."

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

READ A FIRST time this	5	day of	April, 2022
A PUBLIC HEARING was held this	3	day of	May, 2022
READ A SECOND time this	3	day of	May, 2022
READ A THIRD time this	3	day of	May, 2022
RECEIVED the approval of the Ministry of Transportation on the	15	day of	June, 2022
ADOPTED this		day of	, 2022

Notice of intention to proceed with this bylaw was published on the 22 day of April, 2022 and the 27 day of April, 2022 in the Penticton newspaper, pursuant to Section 94 of the *Community Charter*.

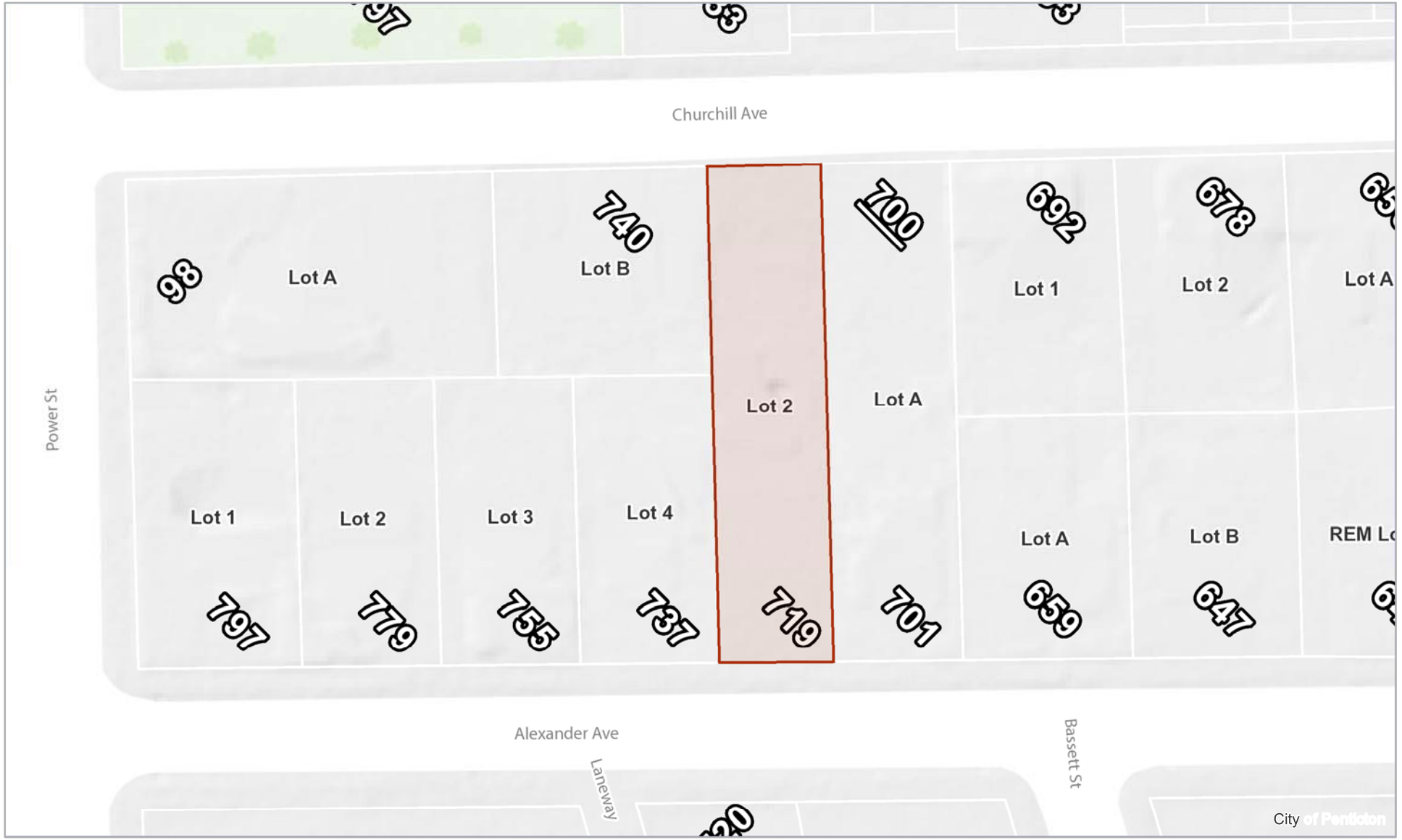
Approved pursuant to section 52(3)(a) of the *Transportation Act*
this 15th day of June, 2022
for Minister of Transportation & Infrastructure

John Vassilaki, Mayor

Angie Collison, Corporate Officer

Schedule A: Zoning Amendment Bylaw 2022-16

Date: Corporate Officer:



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1:600

March 29, 2022 2:18:07 PM

Meters

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Coordinate System: NAD 1983 CSRS UTM Zone 11N

The Corporation of the City of Penticton

Bylaw No. 2022-22

A Bylaw to Amend Official Community Plan Bylaw No. 2019-08

WHEREAS the Council of the City of Penticton has adopted an Official Community Plan Bylaw pursuant to the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend "Official Community Bylaw No. 2019-08";

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 "Official Community Plan Amendment Bylaw No. 2022-22."

2. **Amendment:**

"Official Community Plan Bylaw No. 2019-08" is hereby amended as follows:

2.1 To change the following designations as follows:

Amend Map 1: Future Land Use, by changing the future land use designation for Lot 3 District Lots 379 and 182 Similkameen Division Yale District Plan 6750 Except Plan H14743, located at 435 Green Ave West, from 'Detached Residential' to 'Ground Oriented Residential'.

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

READ A FIRST time this	3	day of	May, 2022
A PUBLIC HEARING was held this	20	day of	June, 2022
READ A SECOND time this		day of	, 2022
READ A THIRD time this		day of	, 2022
ADOPTED this		day of	, 2022

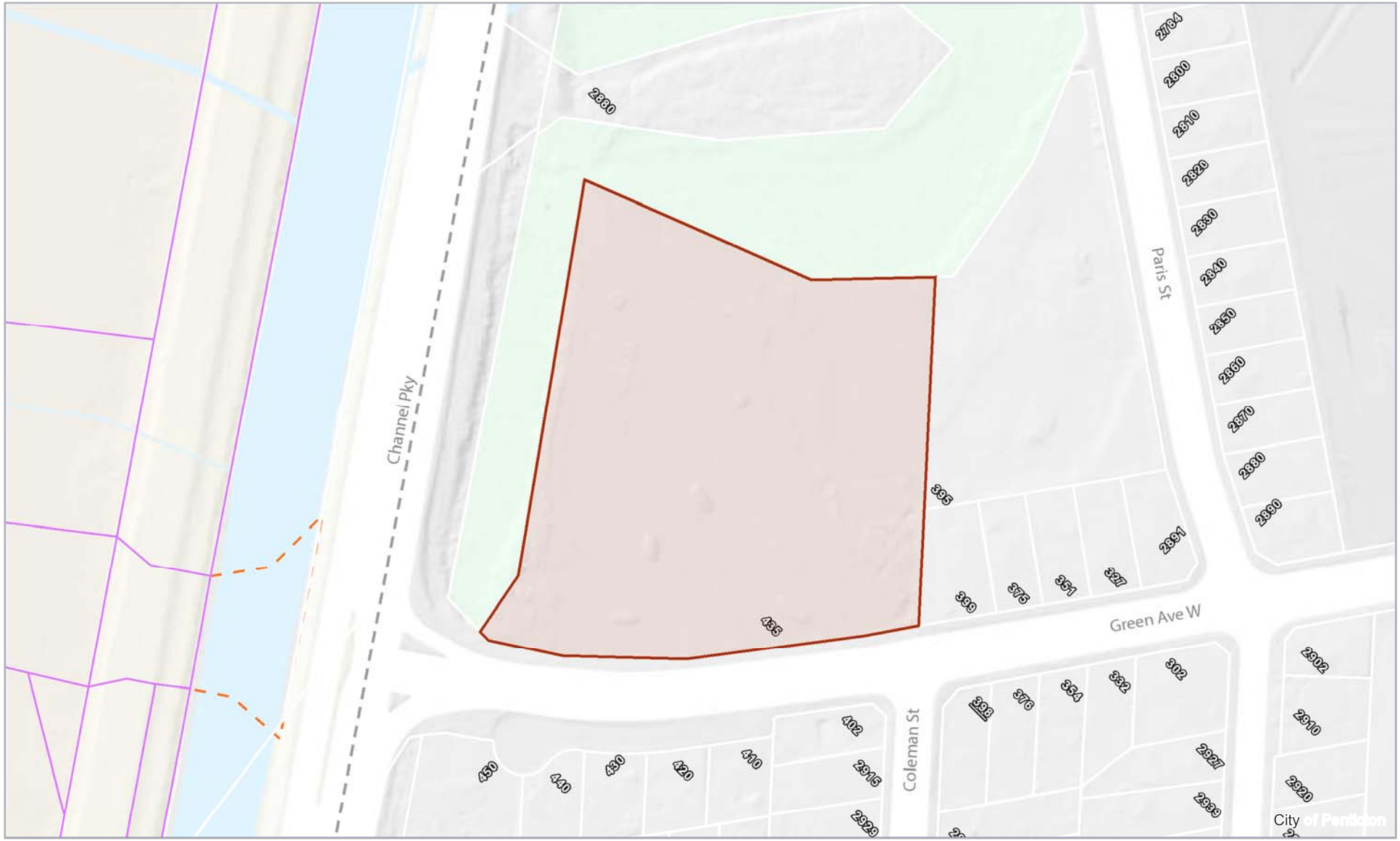
Notice of intention to proceed with this bylaw was published on the 10 day of June, 2022 and the 15 day of June, 2022 in the Penticton newspaper, pursuant to Section 94 of the *Community Charter*.

John Vassilaki, Mayor

Angie Collison, Corporate Officer

Schedule A: OCP Amendment Bylaw 2022-22

Date: Corporate Officer:



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N

1:1,680

April 27, 2022 8:46:49 AM

Meters

0 55 110

Coordinate System: NAD 1983 CSRS UTM Zone 11N

The Corporation of the City of Penticton

Bylaw No. 2022-23

A Bylaw to Amend Zoning Bylaw 2021-01

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 2021-01;

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. 2022-23".

2. **Amendment:**

2.1 Zoning Bylaw No. 2021-01 is hereby amended as follows:

Rezone Lot 3 District Lots 379 and 182 Similkameen Division Yale District Plan 6750 Except Plan H14743, located at 435 Green Avenue West, from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing).

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

READ A FIRST time this	3	day of	May, 2022
A PUBLIC HEARING was held this	20	day of	June, 2022
READ A SECOND time this		day of	, 2022
READ A THIRD time this		day of	, 2022
RECEIVED the approval of the Ministry of Transportation on the		day of	, 2022
ADOPTED this		day of	, 2022

Notice of intention to proceed with this bylaw was published on the 10 day of June, 2022 and the 15 day of June, 2022 in the Penticton newspaper, pursuant to Section 94 of the *Community Charter*.

Approved pursuant to section 52(3)(a) of the *Transportation Act*
this _____ day of _____, 2022

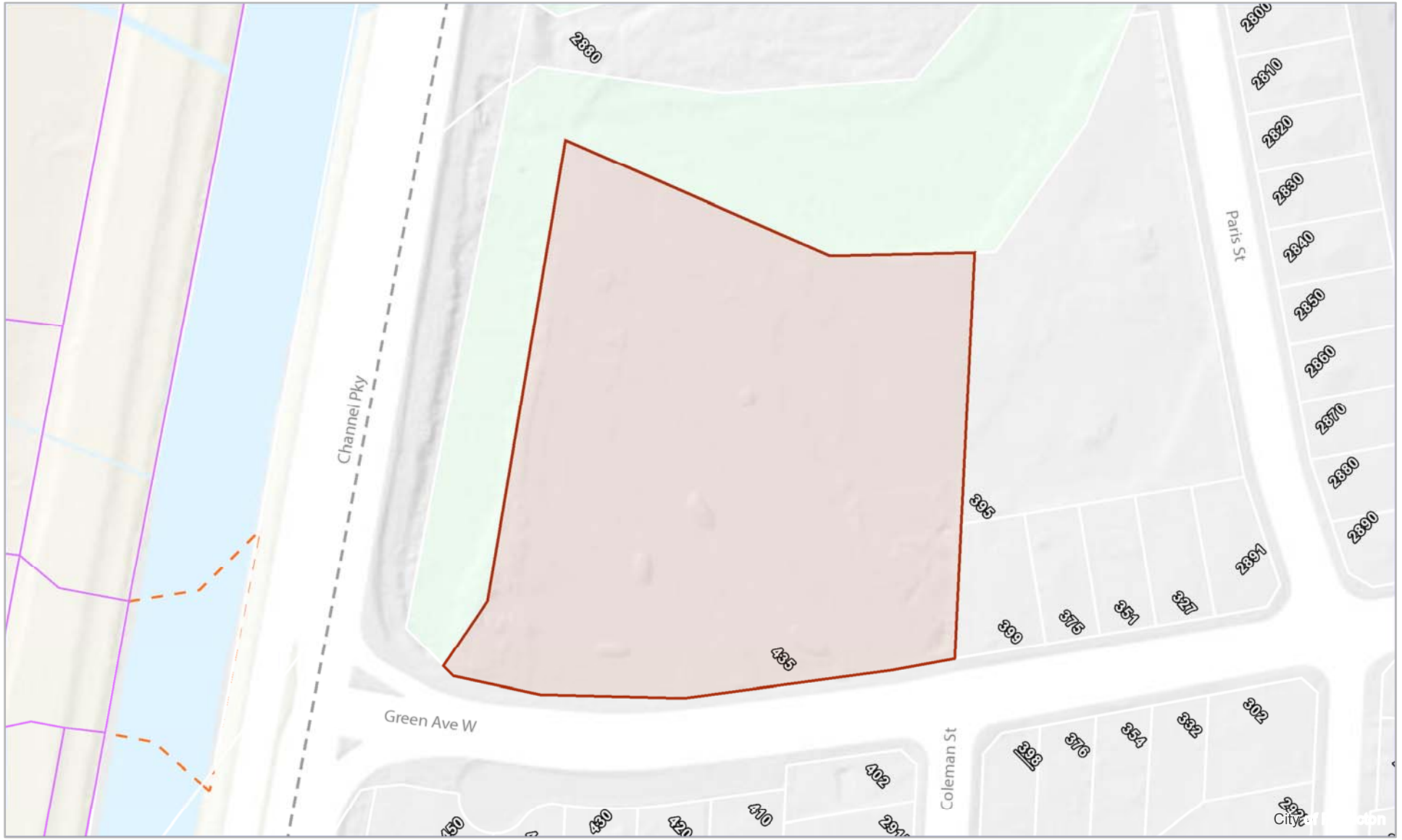
_____
for Minister of Transportation & Infrastructure

John Vassilaki, Mayor

Angie Collison, Corporate Officer

Schedule A: Zoning Amendment Bylaw 2022-23

Date: Corporate Officer:



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N

1:1,440

April 27, 2022 8:39:54 AM

Meters

0 50 100

Coordinate System: NAD 1983 CSRS UTM Zone 11N

The Corporation of the City of Penticton

Bylaw No. 2022-27

A Bylaw to establish various procedures for the conduct of elections.

WHEREAS under the *Local Government Act,* Council may, by bylaw, determine various procedures and requirements to be applied to the conduct of elections and assent voting;

AND WHEREAS Council wishes to establish voting procedures and requirements under that authority;

NOW THEREFORE, the Council of the City of Penticton, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited for all purposes as "Election and Assent Voting Bylaw No. 2022-27".

2. Definitions

In this Bylaw the following terms have the following meanings:

Acceptable mark means a completed mark which the **vote counting unit** is able to identify, which has been made by an elector in the space provided on the **ballot** opposite the name of any candidate or opposite either 'yes' or 'no' on any other voting question.

Automated vote counting system means a system that counts and records votes and processes and stores election or any voting results which comprises:

(a) a number of **ballot** scan **vote counting units** used with **ballot** retention boxes;
(b) a number of **portable ballot boxes** into which voted **ballots** are deposited where a **vote counting unit** is not functioning or being used.

Ballot means a single ballot card designed for use in an **automated vote counting system**, which shows:

(a) the names of all of the candidates for each of the offices to be filled; and
(b) all of the choices on all of the bylaws or other matters on which the opinion or assent of the electors is sought.

Ballot return override procedure means the use, by an election official, of a device on a **vote counting unit**, which causes the unit to accept a **returned ballot**.

Chief Election Officer means the person appointed by Council for that election, or their designate.

Election headquarters means the location determined by the **Chief Election Officer** for that purpose.

Memory card means a computer software cartridge which is inserted into the **vote counting unit** and into which is pre-programmed the names of all the candidates for each of the offices to be filled, and the alternatives of "yes" or "no" for each question on the **ballot**, and which records and retains information on the number of **acceptable marks** made for each.

Portable ballot box means a ballot box, for use in the election, where a **vote counting unit** is not being used at the time of voting.

Results tape means the printed record generated from a **vote counting unit** at the close of voting on general voting day, which shows the number of votes for each candidate for each of the offices to be filled, and the number of votes for and against each bylaw or other matters on which the opinion or assent of the electors is sought.

Returned ballot means a voted **ballot** which was inserted into the **vote counting unit**, but which was not accepted and which was returned to the elector with an explanation of the **ballot** marking error which caused the **ballot** not to be accepted, or in the instance of a mail ballot the **ballot** has not been accepted into the machine and is then considered a spoiled ballot and is not counted.

Secrecy sleeve means an open-ended folder or envelope used to cover **ballots** to conceal the choices made by each elector.

Vote counting unit means the device into which voted **ballots** are inserted and which scans each **ballot** and records the number of votes for each candidate and for and against each question on which the opinion or assent of the electors is sought.

3. Minimum Number of Nominators

The minimum number of qualified nominators required to make a nomination for office as a member of council shall be 10.

4. Access to Nomination and Endorsement Documents

(a) The **Chief Election Officer** must give public access to nomination documents to persons at City Hall for review during its regular office hours, but not to copy or photograph. The **Chief Election Officer** may provide access to nomination documents by Internet through the City website, and these documents may be redacted to remove personal information at the discretion of the **Chief Election Officer**. Nomination documents will be publically available from the time of delivery until 30 days after the declaration of the election results;

(b) The **Chief Election Officer** must give public access to elector organization endorsement documents as specified in 4 (a) above.

5. Elector Registration

The current available Provincial list of voters prepared under the *Election Act* shall form the register of resident electors and shall become the register of electors on the 52nd day prior to general voting day.

6. General Voting Opportunities

As authorized under section 105 of the *Local Government Act*, as soon as practicable after the declaration of an election by voting, the **Chief Election Officer** will designate voting place(s) for general voting day. The voting place(s) on general voting day will be open from 8:00 a.m. to 8:00 p.m.

7. Advance Voting Opportunities

7.1 Required Advance Voting

(a) In addition to the required advance voting opportunity on the 10th day before general voting day, the second advance voting opportunity date and place will be established by the **Chief Election Officer**.

7.2 Additional Advance Voting

(a) The **Chief Election Officer** may:
   i. establish additional voting opportunities to be held in advance of general voting day; and
   ii. designate the voting places and set the voting hours for these voting opportunities.

8. Special Voting Opportunities

(a) The **Chief Election Officer** may establish the dates, locations, and voting hours within the limits set out in the *Local Government Act*, for the special voting opportunities.

(b) Only electors who are patients, residents, students of the college, or workers at special voting opportunity locations may vote at this special voting opportunity, unless otherwise determined by the Presiding Election Official at the special voting opportunity.

(c) The **Chief Election Officer** may limit the number of candidate representatives who may be present at the special voting opportunities. The facility where the special voting opportunity is being held may also limit the number of candidate representatives who may be present.

9. Additional General Voting Opportunities

As authorized under section 106 of the *Local Government Act*, the **Chief Election Officer** may designate the voting places and set the voting hours within the limits set out in the *Local Government Act* for additional general voting opportunities.

10. Mail Ballot Voting

(a) The **Chief Election Officer** will establish procedures to allow for mail ballot voting (including elector registration) as authorized under section 110 of the *Local Government Act*.

(b) The **Chief Election Officer** shall keep sufficient records so that challenges of the elector's right to vote may be made in accordance with the intent of section 126 of the *Local Government Act.*

(c) The **Chief Election Officer** shall determine the time limits in relation to voting by mail ballot.

(d) As provided in the *Local Government Act*, to be counted, a mail ballot must be received by the **Chief Election Officer** before the close of voting on general voting day according to the procedures set out by the **Chief Election Officer**.

11. Order Of Names On Ballot

The order of names of candidates on the **ballot** will be alphabetical in accordance with section 116 of the *Local Government Act*.

12. Use of Voting Machines

Council hereby provides for the use of an **automated vote counting system** for the conduct of elections and voting on bylaws or other matters on which the opinion or assent of the electors is sought.

12.1 Automated Voting Procedures

(a) The presiding election official for each voting place shall offer, and if requested, ensure that a demonstration of how to vote using a **vote counting unit** is provided to an elector, as soon as such elector enters the voting place and before a **ballot** is issued.

(b) Upon completion of the voting demonstration, if any, the elector shall proceed as instructed, to the election official responsible for issuing **ballots**, who, upon fulfilment of the requirements of the *Local Government Act*, shall then provide a **ballot** to the elector, a **secrecy sleeve** if requested by the elector, the **ballot** marking instrument, and any further instructions the elector requests.

(c) Upon receiving a **ballot** the elector shall immediately proceed to a voting compartment to vote.

(d) The elector may vote only by making an **acceptable mark** on the **ballot**:
   i. beside the name of each candidate of choice, up to the maximum number of candidates to be elected for each of the offices to be filled; and
   ii. beside either 'yes' or 'no' in the case of each bylaw or other matter on which the assent or opinion of the electors is sought.

(e) Once the elector has finished marking the **ballot**, the elector should either place the **ballot** into the **secrecy sleeve**, if one has been requested, or turn the **ballot** upside down and proceed to the **vote counting unit**, and under the supervision of the election official in attendance, insert the **ballot** directly or from the **secrecy sleeve**, if applicable, into the **vote counting unit** without the **acceptable marks** on the **ballot** being exposed.

(f) If, before inserting the **ballot** into the **vote counting unit**, an elector determines that a mistake has been made when marking the **ballot**, or if the **ballot** is returned by the **vote counting unit**, the elector may return to the voting compartment (booth) to correct the **ballot** or request a replacement **ballot** by informing the election official in attendance.

(g) Upon being informed of the replacement **ballot** request, the presiding election official shall issue a replacement **ballot** to the elector and mark the **returned ballot** "spoiled" and shall retain all such spoiled **ballots** separately from all other **ballots**, and they shall not be counted.

(h) If the elector declines the opportunity to obtain a replacement **ballot** and has not damaged the **ballot** to the extent that it cannot be reinserted into the **vote counting unit**, the election official shall, using the **ballot return override procedure**, reinsert the **returned ballot** into the **vote counting unit** to count any **acceptable marks** which have been made correctly.

(i) Any **ballot** counted by the **vote counting unit** is valid and any **acceptable marks** contained on such **ballots** will be counted, subject to any determination made under a judicial recount.

(j) Once the **ballot** has been inserted into the **vote counting unit** and the unit indicates that the **ballot** has been accepted, the elector must immediately leave the voting place, unless they are required to remain within the voting place and approved to remain by the presiding election official.

(k) During any period that a **vote counting unit** is not functioning, the election official supervising the unit shall insert all **ballots** delivered by the electors during this time, into a **portable ballot box**, on the understanding that if the **vote counting unit**:

i. becomes operational; or
ii. is replaced with another **vote counting unit**;

the **ballots** in the **portable ballot box** shall, as soon as reasonably possible, be removed by an election official and, under the supervision of the presiding election official, shall be inserted into the **vote counting unit** to be counted.

(l) Any **ballots** which were temporarily stored in the **portable ballot box** during a period when the **vote counting unit** was not functioning, which are returned by the **vote counting unit** when being counted shall, through the use of the **ballot return override procedure** and under the supervision of the presiding election official, be reinserted into the **vote counting unit** to ensure that any **acceptable marks** are counted.

12.2 Automated Voting Procedures - Advance Voting Opportunity

(a) **Vote counting units** shall be used at all advance voting opportunities and voting procedures at the advance voting opportunities shall follow, as closely as possible, those described in this Bylaw.

(b) At the close of voting at each advance voting opportunity, the presiding election official in each case shall ensure that:

i. no additional **ballots** are inserted in the **vote counting unit**;
ii. the **portable ballot box** is secured to prevent insertion of any additional **ballots**;
iii. the **results tapes** in the **vote counting unit** are not generated;
iv. the **memory card** of the **vote counting unit** is secured; and
v. the **vote counting unit** together with the **memory card** and all other materials used in the election are delivered to the **Chief Election Officer** at **election headquarters**.

(c) At the close of voting at the final advance voting opportunity, the presiding election official shall:

i. ensure that any remaining **ballots** in the **portable ballot box** are inserted into the **vote counting unit**;
ii. secure the **vote counting unit** so that no more **ballots** can be inserted;
iii. ensure the **portable ballot box** is secured to prevent insertion of any additional **ballots**;
iv. ensure the **results tapes** in the **vote counting unit** are not generated; and
v. deliver the **vote counting unit** together with the **memory card** and all other materials used in the election to the **Chief Election Officer** at **election headquarters**.

12.3 Automated Voting Procedures - Special Voting Opportunity

(a) Unless the **Chief Election Officer** determines it is practical to use a **vote counting unit**, a **portable ballot box** as defined herein, shall be used for all special voting opportunities. The presiding election official appointed to attend at each special voting opportunity shall proceed in accordance with this Bylaw so far as applicable, except that the voted **ballots** shall be deposited into the **portable ballot box** supplied by the presiding election official.

(b) The presiding election official at a special voting opportunity shall ensure that the **portable ballot box** is secured when not in use and at the close of voting at the final special voting opportunity, the presiding election official shall seal the **portable ballot box** and return it together with all other election materials to the custody of the **Chief Election Officer**.

(c) If a **vote counting unit** is in use at a special voting opportunity, the presiding election official appointed to attend the special voting opportunity shall follow the procedures outlined in this Bylaw as if it were an advance voting opportunity.

12.4 Procedures After Close of Voting on General Voting Day

(a) After the close of voting on general voting day, each presiding election official shall undertake all of the following, generally in the order stipulated:

i. ensure that any remaining **ballots** in the **portable ballot box** are inserted into a **vote counting unit**;
ii. secure the **vote counting unit** so that no more **ballots** can be inserted;
iii. generate three copies of the **results tape** from the **vote counting unit**, and at the main polling station generate three copies of the **results tape** from the **vote counting unit** for each **memory card** used in advance or other voting opportunities;
iv. communicate the result to **election headquarters** immediately;
v. account for the unused, spoiled and voted **ballots** and place them, packaged and sealed separately, together with the **memory card(s)** from the **vote counting unit** and one copy of the **results tape**, into the **ballots** and results box;
vi. seal the ballot boxes;
vii. place the voting books, list of electors, the original copy of the ballot account, one copy of the **results tape**, completed registration cards, keys and all completed forms into the election materials box; and
viii. deliver, or have available for pick-up, the sealed **ballots** and results box, **vote counting unit** and the election materials box, to the **Chief Election Officer** at **election headquarters**;
ix. Except where **vote counting units** have been used under Sections 12.2 and 12.3, all **portable ballot boxes** used in the election will be opened, under the direction of the **Chief Election Officer**, at or before the close of voting on general voting day and all **ballots** shall be removed and inserted into a **vote counting unit** to be counted, after which the provision of Sections 12.4 (i) to (viii), so far as applicable, shall apply.

12.5 Election Results

Upon the fulfilment of the provisions of section 12, the **Chief Election Officer** shall, to obtain the election results, direct an election official to place the results in a spreadsheet, which may be used for display indicating the total results.

13. Number of Scrutineers at Voting Places

The number of scrutineers for each candidate that may attend at an election polling station at the same time is one (1) scrutineer for each ballot box in use.

14. Number of Scrutineers For Assent Voting

As authorized under section 181 of the *Local Government Act*, for assent voting, the number of scrutineers for the question and the number of scrutineers against the question that may attend at each voting place at the same time is 1 (one) scrutineer for each side of the question.

15. Judicial Recount

If a judicial recount is requested after the preliminary election results are announced, it shall be conducted under the direction of the **Chief Election Officer** using the **automated vote counting system** and generally in accordance with the following procedure:

(a) the **memory cards** of all **vote counting units** will be cleared, or a new zero **memory card(s)** may be used;
(b) a zero **memory card**, and if available **a vote counting unit,** will be designated for each voting place;
(c) all voted **ballots** will be removed from the sealed election materials boxes, except spoiled ballots, and reinserted in the appropriate **vote counting unit** under the supervision of the **Chief Election Officer**;
(d) any **ballots** returned by the **vote counting unit** during the recount process shall, through the use of the **ballot return override procedure**, be reinserted in the **vote counting unit** to ensure that any **acceptable marks** are counted; and
(e) to obtain election results, the Chief or Deputy **Chief Election Officer** shall place the results of each voting place on spreadsheets so as to tally the total election results.

16. Resolution of Tie Vote After Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

17. General

(a) Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

(b) If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without the invalid portion.

22. Repeal

"Election and Assent Voting Bylaw No. 2018-34" and all amendments thereto are hereby repealed upon adoption of this bylaw.

READ A FIRST time this	7	day of	June, 2022
READ A SECOND time this	7	day of	June, 2022
READ A THIRD time as amended this	7	day of	June, 2022
ADOPTED this		day of	, 2022

John Vassilaki, Mayor

Angie Collison, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2022-28

A Bylaw to regulate the size, appearance and location of political signage within the City of Penticton.

WHEREAS under the *Local Government Act,* Council may, by bylaw, regulate political signage within the City of Penticton;

AND WHEREAS Council wishes to establish regulations under that authority;

NOW THEREFORE, the Council of the City of Penticton, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited for all purposes as "Political Signage Regulations Bylaw No. 2022-28".

2. Definitions

"POLITICAL SIGNAGE" Means a sign(s) that pertains to an election by the voters in the City of Penticton for City Council, School Board, Provincial and Federal Government or assent voting.

"SIGN LOCATIONS" Means the areas permitted within this Bylaw as shown in orange on Schedule A attached to and forming part of this Bylaw that have been dedicated as the only authorized areas, besides private property, where election signs may be located within the boundaries of the City of Penticton.

"GENERAL VOTING DAY" Means polling day under the *Canada Elections Act* or 'general voting day' under the *Local Government Act*, *School Act* (BC) or *Election Act* (BC), whichever is applicable.

3. Location

(a) Political signage is permitted on public lands within the orange areas identified in Schedule A - Sign Locations.

(b) Political signage is only permitted on Provincial lands where authorized or allowed through Provincial legislation or policy.

(c) Political signage is permitted on private lands, but does not include the public boulevard fronting private lands.

4. Restrictions

Political signage must not:

(a) Be installed prior to the end of the nomination period for a local election or prior to a federal or provincial election being called;

(b) Remain on public or private land for longer than 7 days after General Voting Day;

(c) exceed a maximum of 16 square feet per permitted location identified in Schedule A – Sign Locations. For clarity, this measurement reflects the sign size overall per candidate, if a sign is double sided there is no additional measurement added (4 x 4 sign, one sided = 16 ft^2 AND a 4 x 4 sign that is two-sided = 16ft^2). Measurements of both panels on a free standing sign that is 'V' shaped count towards square footage;

(d) be supported by pins or anchors that penetrate deeper than 6 inches into the ground without first obtaining a utility locate from BC One Call;

(e) be located within 1 metre of a fire hydrant;

(f) Be unsightly or dilapidated;

(g) Be placed so as to interfere with traffic sightlines at street intersections or with the safety of vehicles, pedestrians or cyclists;

(h) Be placed so as to obstruct, simulate or detract from any traffic control device;

(i) Be attached in any way to a City or publicly owned fence, tree, bush, planter, waste or recycling receptacle, newspaper box, mail box, sign post, bridge or overpass structure (including private railway/bridge overpass), or any city infrastructure;

(j) Be erected within 100 metres of a polling station on the day of an advance poll or General Voting Day;

(k) Unless authorized in writing by the City, no political sign shall display a logo, trademark or official mark in whole or in part owned or licensed by the City.

5. Candidate Responsibility

(a) It is the responsibility of each candidate and elector organization who place election signs in the City to ensure compliance with this bylaw.

(b) It is the responsibility of each candidate and elector organization to ensure there is no damage to City property or infrastructure, and if there is damage, the candidate or elector organization will be responsible for the cost of repairs.

6. Enforcement

Each day a violation of the provisions of this bylaw exists or is permitted to exist shall constitute a separate offence.

7. Severability

If any section, subsection, clause or phrase of this bylaw is held to be invalid for any reason by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of the bylaw.

8. General

Schedule A – Sign Locations Appendices 1 – 13 attached hereto form part of this bylaw.

9. Repeal

"Political Signage Regulations Bylaw No. 2018-32" and all amendments thereto are hereby repealed upon adoption of this bylaw.

READ A FIRST time this	7	day of	June, 2022
READ A SECOND time this	7	day of	June, 2022
READ A THIRD time this	7	day of	June, 2022
ADOPTED this		day of	, 2022

John Vassilaki, Mayor

Angie Collison, Corporate Officer

Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 1
Vancouver Hill/Front Street Roundabout

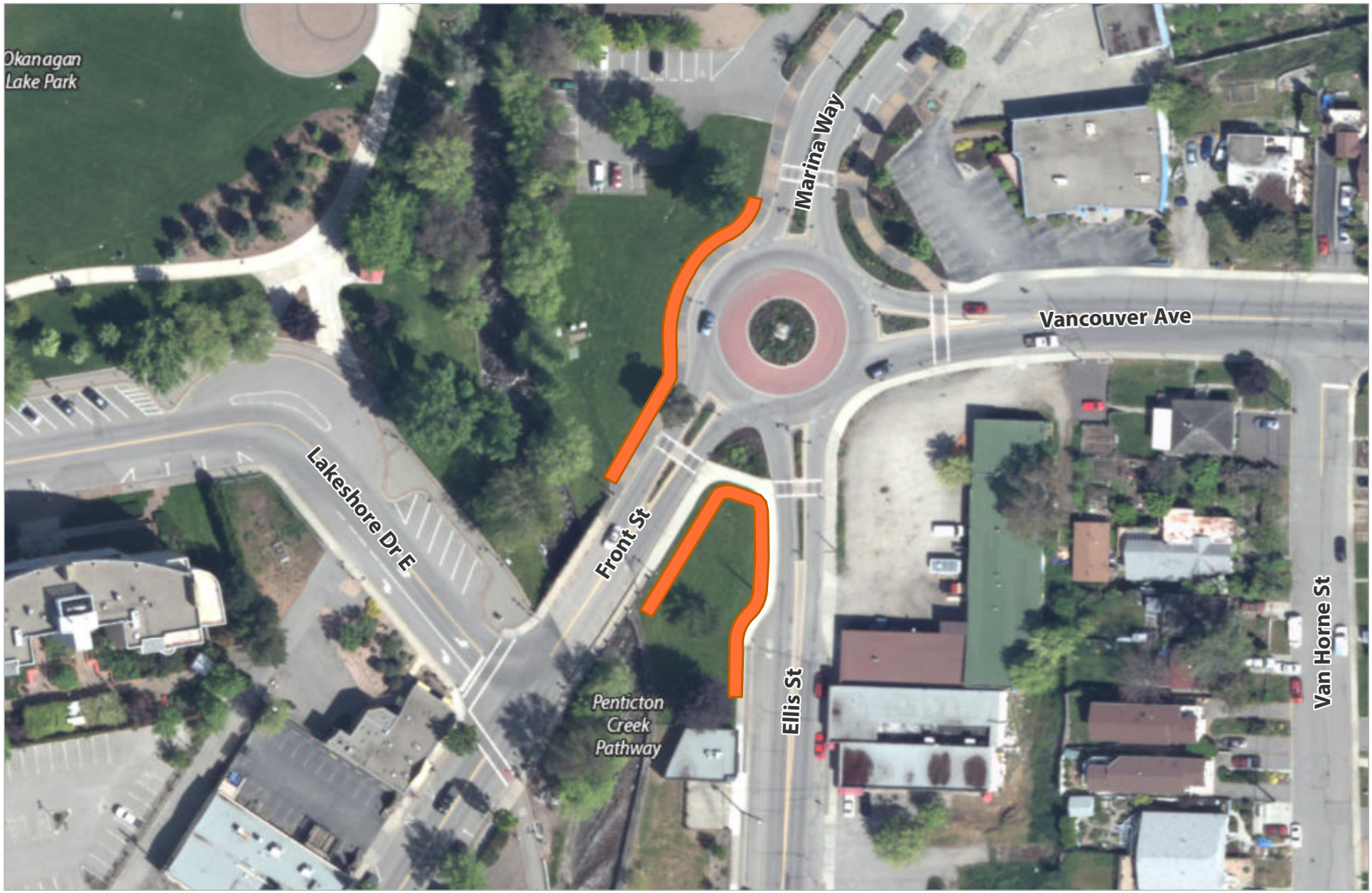
N

Meters

0 10 20 30 40

1:1,000

Terms of Use : The City of Penticton is a depository of public information in both printed and digital form. The source, accuracy and completeness of this information varies. As a result, the City does not warrant in any way the mapping information including the accuracy or suitability thereof. The user of this information does so at their own risk and should not rely upon the information without independent verification as to the accuracy or suitability thereof.



Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 2
North City

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 3
South Okanagan Events Centre Site

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28

Appendix 4

Main and Martin Street - Penticton Library and Museum

N

Meters

0 10 20 30 40

1:1,000

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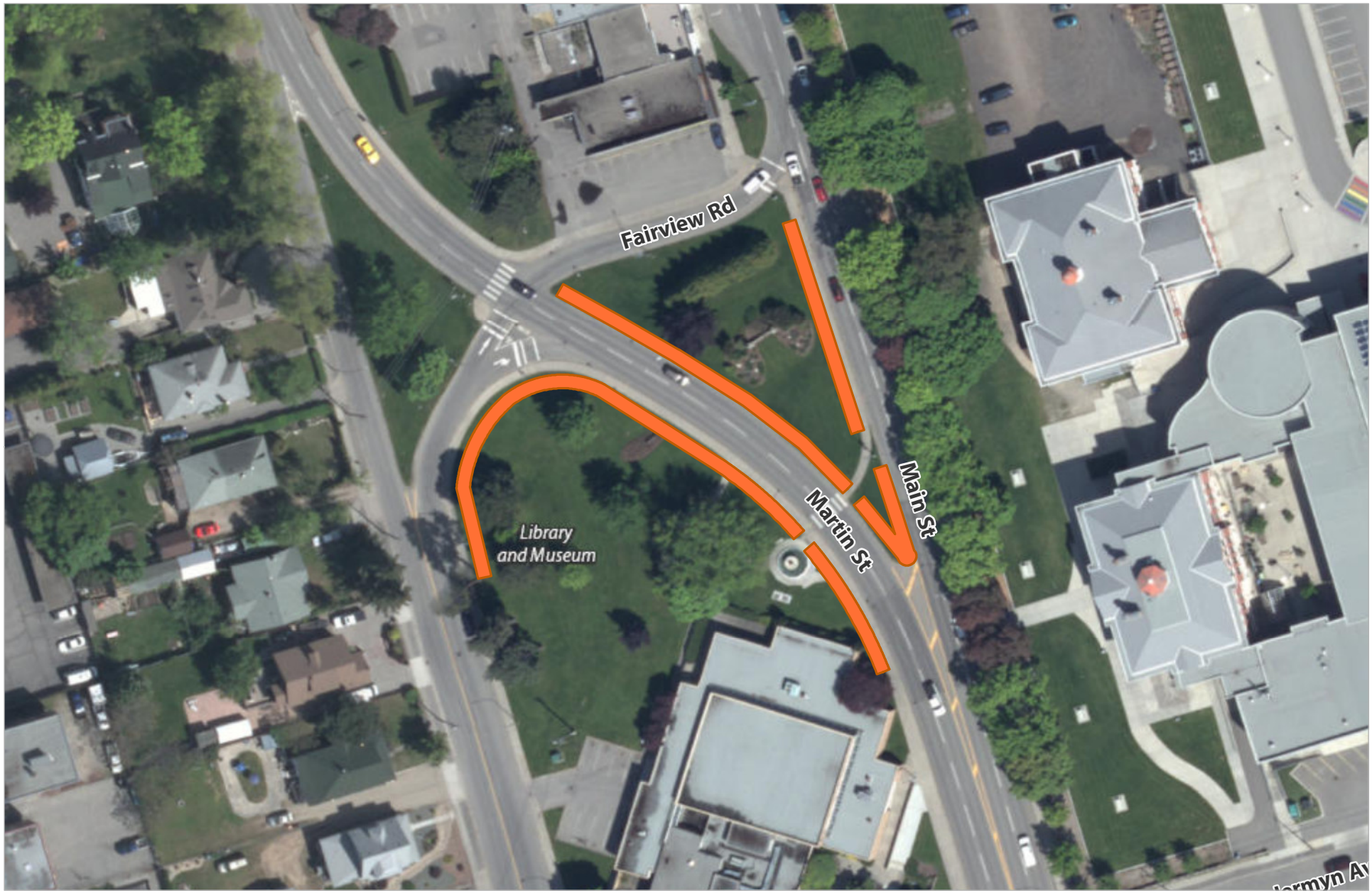

Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 5
Duncan Avenue East-Duncan Hill

N

Meters

0 10 20 30 40

1:1,000

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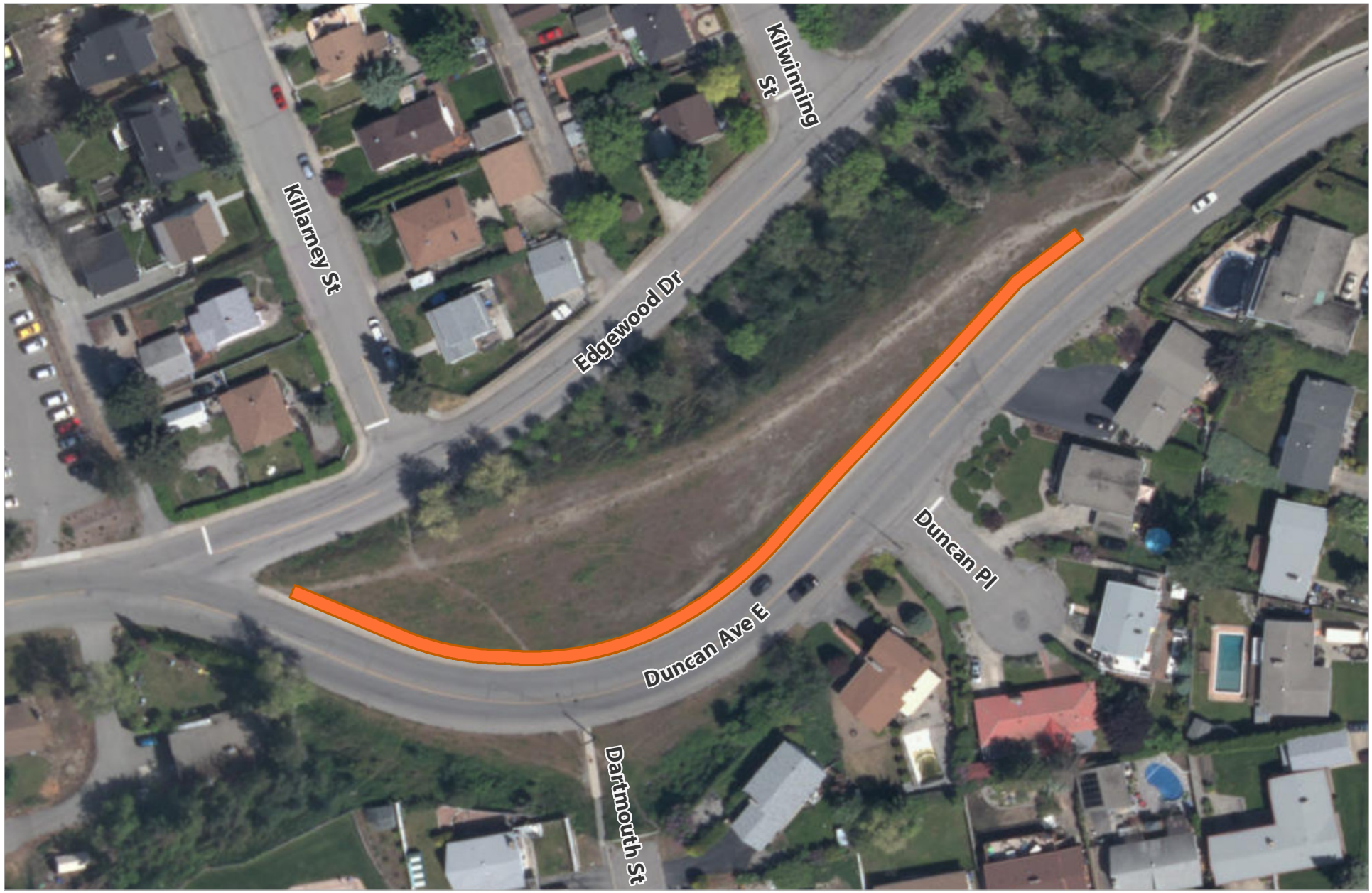

Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 6
Channel Parkway

N

Meters

0 10 20 30 40

1:2,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 7
Sudbury Beach

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 8
Skaha Park

N

Meters

0 10 20 30 40

1:2,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 9
Riverside Park

N

Meters

0 10 20 30 40

1:1,500

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 10
1099 Main Street

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 11
McLaren Arena

N

Meters

0 10 20 30 40

1:1,000

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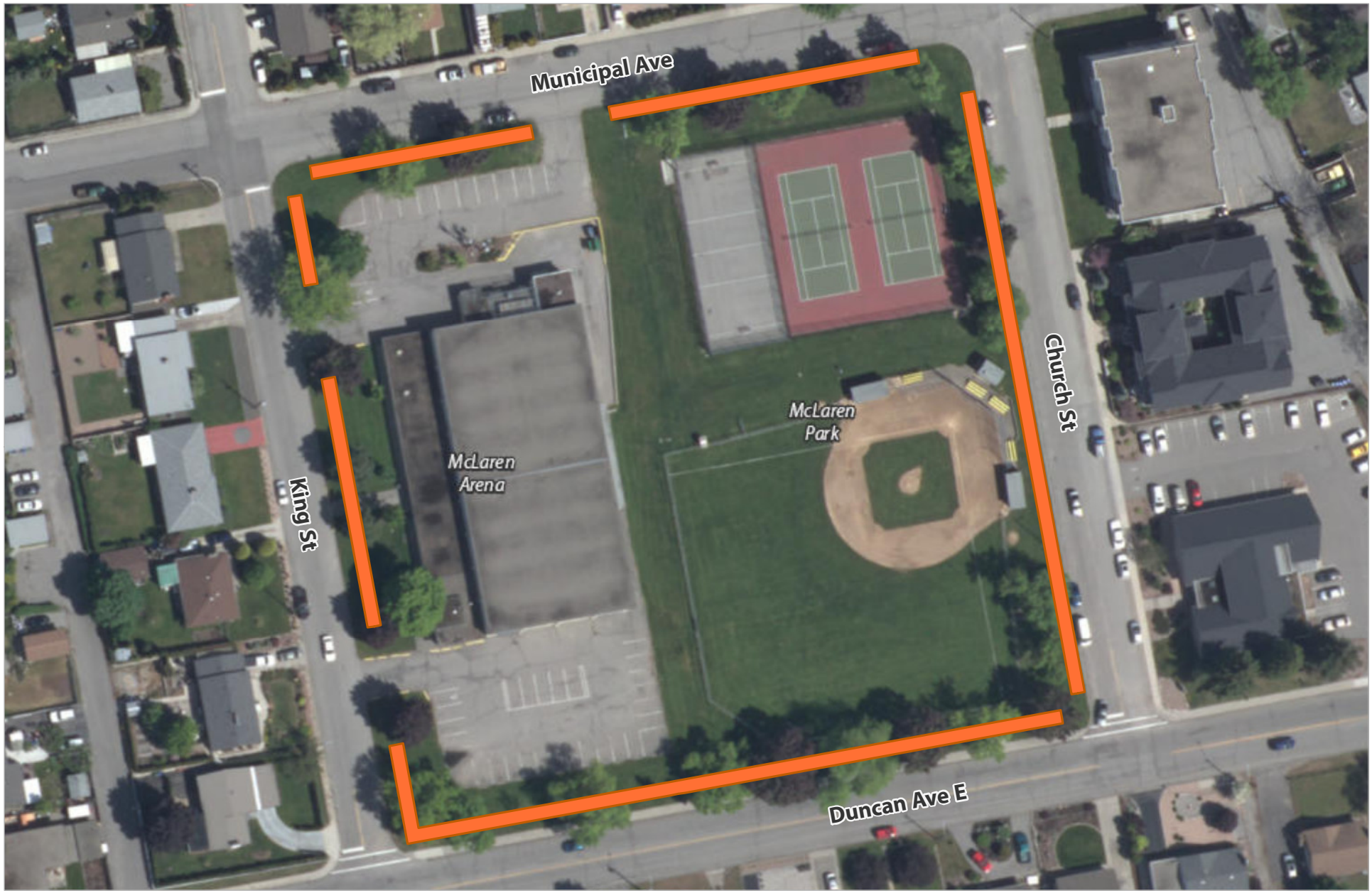

Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 12
City Yards

N

Meters

0 10 20 30 40

1:1,750

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Schedule A - Sign Locations

Political Signage Bylaw No. 2022-28
Appendix 13
Robinson Park/Penticton Senior's Centre

N

Meters

0 10 20 30 40

1:1,000

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The Corporation of the City of Penticton

Bylaw No. 2022-29

A Bylaw to Amend Official Community Plan Bylaw No. 2019-08

WHEREAS the Council of the City of Penticton has adopted an Official Community Plan Bylaw pursuant to the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend "Official Community Bylaw No. 2019-08";

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 "Official Community Plan Amendment Bylaw No. 2022-29."

2. **Amendment:**

"Official Community Plan Bylaw No. 2019-08" is hereby amended as follows:

2.1 To change the following designations as follows:

Amend Map 1: Future Land Use, to adjust the mapping of existing 'Ground Oriented Residential', 'Detached Residential' and 'Parks' future land use designations and to add the 'Urban Residential' future land use designation for Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EPP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place as shown in detail on Schedule 'A'.

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

READ A FIRST time this	7	day of	June, 2022
A PUBLIC HEARING was held this	20	day of	June, 2022
READ A SECOND time this		day of	, 2022
READ A THIRD time this		day of	, 2022
ADOPTED this		day of	, 2022

Notice of intention to proceed with this bylaw was published on the 10 day of June, 2022 and the 15 day of June, 2022 in the Penticton newspaper, pursuant to Section 94 of the *Community Charter*.

John Vassilaki, Mayor

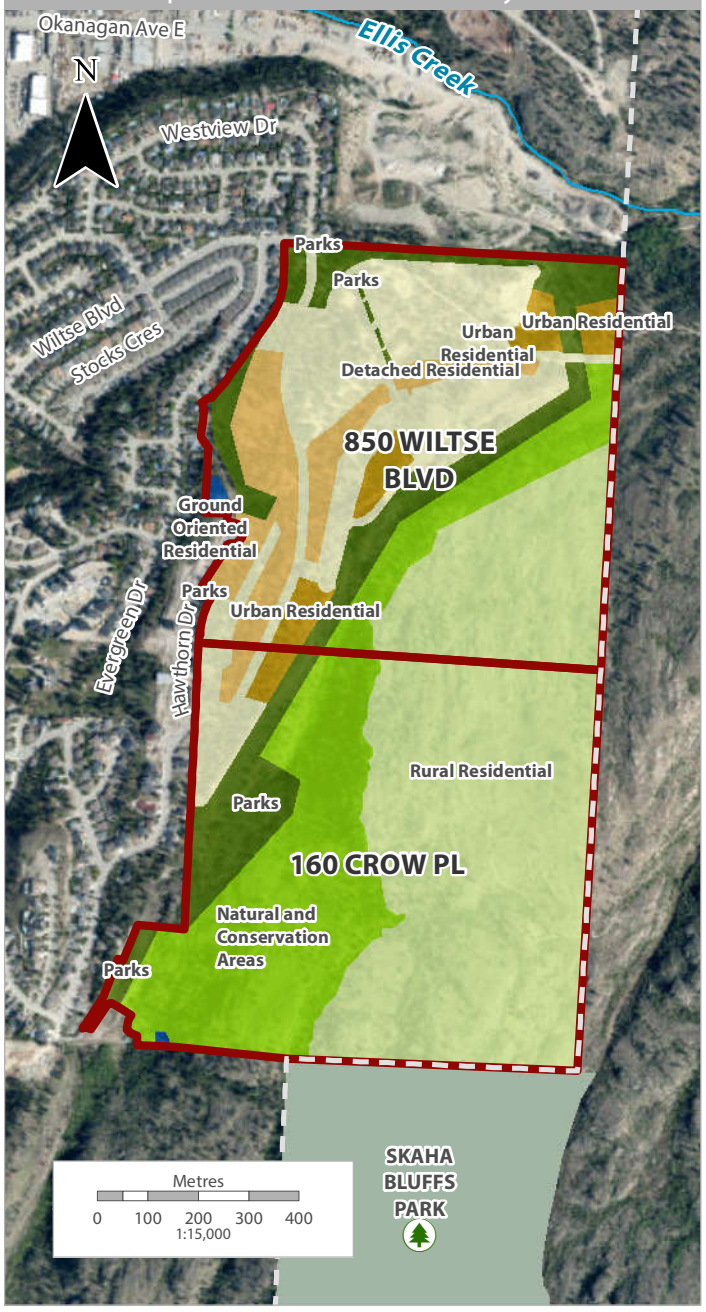
Angie Collison, Corporate Officer

City of Penticton - Schedule 'A'

OCP Amendment Bylaw No. 2022-29
850 Wiltse Blvd & 160 Crow Pl

Current Official Community Plan

Proposed Official Community Plan



Legend	From	To
Subject Parcel	Detached Residential	Detached Residential
	Natural and Conservation Areas	Natural and Conservation Areas
	Ground Oriented Residential	Ground Oriented Residential
	Institutional and Civic	Institutional and Civic
	Rural Residential	Rural Residential
	Parks	Urban Residential
		Parks

Date: _____

Corporate Officer: _____

The Corporation of the City of Penticton

Bylaw No. 2022-30

A Bylaw to Amend Zoning Bylaw 2021-01

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 No. 2021-01;

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. 2022-30".

2. **Amendment:**

Zoning Bylaw No. 2021-01 is hereby amended as follows:

2.1 Rezone Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place from A (Agriculture) to R1 (Large Lot Residential), R2 (Small Lot Residential), RD2 (Duplex Housing: Lane), RM1 (Bareland Strata Housing), RM2 (Low Density Multiple Housing), RM3 (Medium Density Multiple Housing), P1 (Public Assembly), P2 (Parks and Recreation) and A (Agriculture) as shown on Schedule 'A'.

2.2 Add the following to 10.8.3 SITE SPECIFIC PROVISIONS:
.3 "In the case of Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place, townhouses and duplexes shall not be permitted, and the maximum building height for principal buildings shall be 10.5m.

2.3 Add the following to 10.9.4 SITE SPECIFIC PROVISIONS:
.6 "In the case of Lot B District Lot 2710 Similkameen Division Yale District Plan 43260 Except Plans KAP72732 and EP74771 and Lot A District Lot 2710 Similkameen Division Yale District Plan KAP70035, located at 850 Wiltse Boulevard and 160 Crow Place (adjacent to Hawthorn Drive cul-de-sac), apartments shall not be permitted, and principal building height is limited to three (3) storeys.

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

READ A FIRST time this	7	day of	June, 2022
A PUBLIC HEARING was held this	20	day of	June, 2022
READ A SECOND time this		day of	, 2022
READ A THIRD time this		day of	, 2022
ADOPTED this		day of	, 2022

Notice of intention to proceed with this bylaw was published on the 10 day of June, 2022 and the 15 day of June, 2022 in the Penticton newspaper, pursuant to Section 94 of the *Community Charter*.

John Vassilaki, Mayor

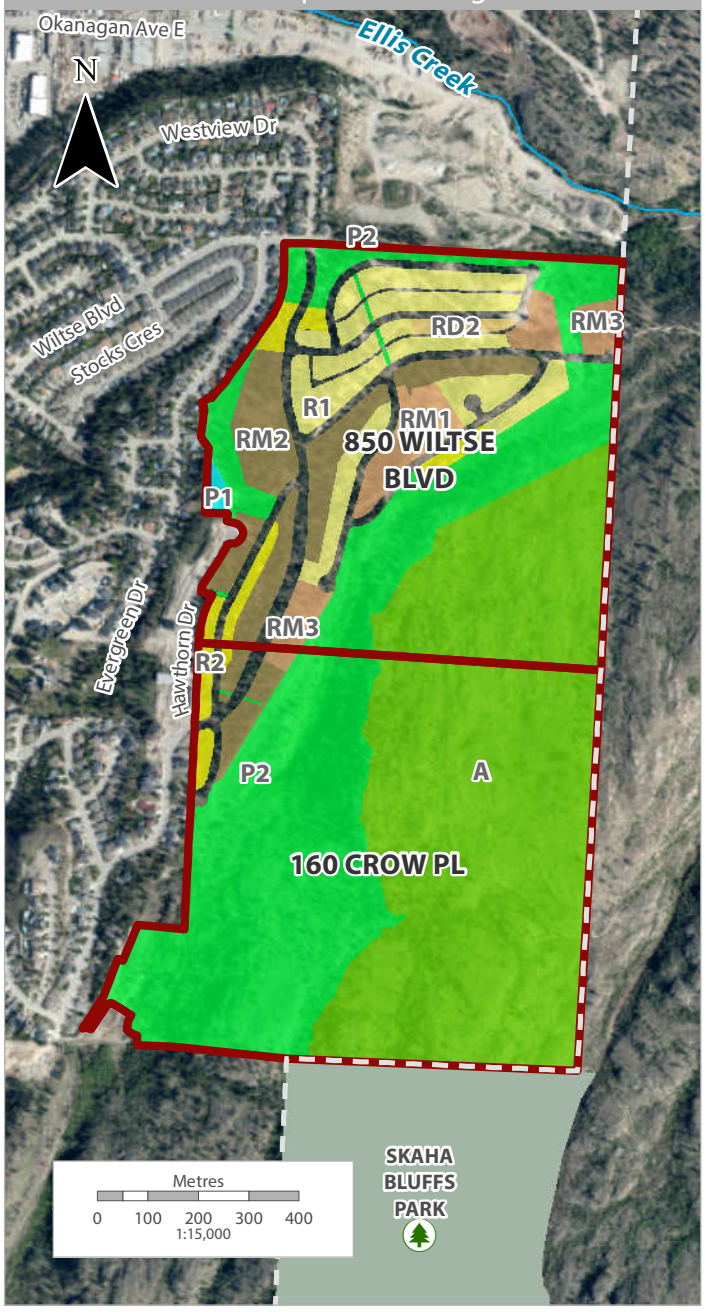
Angie Collison, Corporate Officer

City of Penticton - Schedule 'A'

Zoning Amendment Bylaw No. 2022-30
850 Wiltse Blvd & 160 Crow Pl

Current Zoning

Proposed Zoning



Legend

Subject Parcel

From	To
A - Agriculture	A - Agriculture
P1 - Public Assembly	R1 - Large Lot Residential
	R2 - Small Lot Residential
	RD2 - Duplex Housing: Lane
	RM1 - Bareland Strata Housing
	RM2 - Low Density Multiple Housing
	RM3 - Medium Density Multiple Housing
	P1 - Public Assembly
	P2 - Parks and Recreation

Date: _____

Corporate Officer: _____