



Agenda

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Regular Council Meeting
to be held at the City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.
To view the live broadcast and recordings, visit www.penticton.ca

Tuesday, May 7, 2024
at 1:00 p.m.

1. **Call Regular Council Meeting to Order**
2. **Introduction of Late Items**
3. **Adoption of Agenda**
4. **Recess to Committee of the Whole**
5. **Reconvene the Regular Council Meeting**
6. **Adoption of Minutes:**
 - 6.1 Minutes of the April 16, 2024 Regular Council Meeting 1-6 Adopt
7. **Consent Agenda**

Recommendation: THAT Council approve the Consent Agenda: 7-13

 1. Minutes of the April 16, 2024 Committee of the Whole Meeting;
 2. Minutes of the April 16, 2024 Public Hearing; and
 3. Draft Minutes of the April 24, 2024 Parks and Recreation Advisory Committee Meeting.
8. **Staff Reports:**
 - Campbell 8.1 2023 Audited Financial Statements 14-62
Delegation: Sinéad Scanlon, BDO Canada LLP
Staff Recommendation: THAT Council accept the Financial Statements, as co-presented by BDO Canada LLP, for the year ending December 31, 2023.
 - Jones 8.2 Q1 2024 - Financial and Corporate Business Plan Update 63-86
Staff Recommendation: THAT Council receive into record the report dated May 7, 2024 titled "Q1 2024 - Financial and Corporate Business Plan Update"; AND THAT Council approve amending the 2024 - 2028 Financial Plan to provide for budget amendments noted in the report.

Dixon/ Johnson	8.3	Q1 2024 – Capital Update <i>Staff Recommendation: THAT Council receive into the record the report dated May 7, 2024, titled “Q1 2024- Capital Update”.</i>	87-91
Laven	8.4	Q1 2024 - Economic Development Update <i>Staff Recommendation: THAT Council receive into the record the report dated May 7, 2024, titled “Q1 2024 - Economic Development Update”.</i>	92-96
Czeck/ Lloyd-Smith	8.5	Q1 2024 – Public Safety and Partnerships Division Update <i>Staff Recommendation: THAT Council receive into the record the report dated May 7, 2024, titled “Q1 2024 – Public Safety and Partnerships Division Update”.</i>	97-106
McAndie/ Czeck	8.6	Q1 2024 - RCMP Update <i>Staff Recommendation: THAT Council receive into the record the report dated May 7, 2024, titled “Q1 2024 – RCMP Update”.</i>	107-110
Plant	8.7	2025 Adventure Racing World Championships <i>Staff Recommendation: THAT Council support the 2025 Adventure Racing World Championships to be hosted in Penticton in September 2025; AND THAT Council approve financial funding of \$40,000 in cash and \$10,000 value in-kind to the event organizer, Hoodoo Adventures, to be included and funded in the 2025-2029 Financial Plan.</i>	111-139
Johnson	8.8	Travel Penticton Society and Penticton & Wine Country Chamber of Commerce License to Use Agreement – Jubilee Pavilion Re: 185 Lakeshore Drive West <i>Staff Recommendation: THAT Council approve the five (5) year License to Use Agreement renewal with Travel Penticton Society and Penticton & Wine Country Chamber of Commerce for the use of the Jubilee Pavilion building located at 185 Lakeshore Drive West, at an annual rate of \$7,401.60 (\$616.80 per month) plus annual CPI; AND THAT Council authorize the Director of Finance and Administration and Corporate Officer to execute the License to Use agreements.</i>	140-155
Johnson	8.9	License to Use Agreement – Ministry of Environment and Climate Change Strategy Re: 1051 Penticton Avenue <i>Staff Recommendation: THAT Council approve the five (5) year License to Use Agreement, with a five (5) year renewal clause, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station; AND THAT Council authorize the Director of Finance and Administration and Corporate Officer to execute the License to Use agreements.</i>	156-165
Laven	8.10	Official Community Plan Amendment Application Re: 813, 825, 877 Westminster Avenue West <i>Staff Recommendation: THAT Council, following the Community Engagement for OCP Amendments Procedure, direct staff to commence public engagement for a proposed Official Community Plan amendment to change the future land use designation on 813, 825, 877 Westminster Avenue West from ‘Urban Residential’ to ‘Tourist Commercial’.</i>	166-176
Laven	8.11	Zoning Amendment Bylaw No. 2024-20 Development Permit PL2024-9761 Development Variance Permit PL2024-9760 Re: 795 Ontario Street <i>Staff Recommendation: THAT Council give first, second, and third reading to “Zoning Amendment Bylaw No. 2024-20” for Lot 1 District Lot 249 Similkameen Division Yale District Plan 4847, located at 795 Ontario Street, a bylaw to rezone the property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing);</i>	177-206

AND THAT Council adopt "Zoning Amendment Bylaw No. 2024-20;
 AND THAT Council, subject to adoption "Zoning Amendment Bylaw No. 2024-20", consider
 "Development Variance Permit PL2024-9760" for Lot 1 District Lot 249 Similkameen Division Yale
 District Plan 4847, located at 795 Ontario Street, a permit to vary Table 6.2 – Standard Car Parking
 Dimensions to reduce the required accessible stall width from 3.7m to 3.0m;
 AND THAT Council subject to adoption "Zoning Amendment Bylaw No. 2024-20", approve
 "Development Permit PL2024-9761" for Lot 1 District Lot 249 Similkameen Division Yale District Plan
 4847, located at 795 Ontario Street, a permit to approve the form and character of two 4-unit
 townhouses (eight dwelling units).

9. **Public Question Period**

10. **Recess to a Closed Meeting:**

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

- (c) labour relations or other employee relations;*
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*
- (g) litigation or potential litigation affecting the municipality; and Section 90 (2)*
- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

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

12. **Bylaws and Permits**

Collison	12.1	Tax Rates Bylaw No. 2024-15	207-209	Adopt
Collison	12.2	Zoning Amendment Bylaw No. 2024-16	210-212	Adopt
		Development Variance Permit PL2024-9752	213-215	Approve
		Re: 468 Wade Avenue West		
Collison	12.3	Zoning Amendment Bylaw No. 2024-19	216-217	2 nd /3 rd /Adopt
		Re: 3810 Valleyview Road		

13. **Notice of Motion**

13.1 Notice of Motion introduced by Mayor Bloomfield: 218-222

THAT Council endorse the content of, and supports, the federal private member's Bill C-277 – National Strategy on Brain Injuries Act;
AND THAT Council send a letter to both the federal and provincial Ministers of Health noting the City of Penticton's support for a national strategy to improve brain injury awareness, prevention and treatment as well as the rehabilitation and recovery of persons living with a brain injury.

14. **Business Arising**

15. **Public Question Period**

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. Use the raise hand feature and you will be given the opportunity to turn on your camera and unmute your

microphone and ask Council your questions. Please note that the meeting is streaming live and recorded, access to recordings can be found on the City's website.

16. **Council Round Table**

17. **Adjournment**

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

Tuesday, April 16, 2024
at 1:00 p.m.

Present: Mayor Bloomfield
Deputy Mayor Watt
Councillor Boulton
Councillor Gilbert
Councillor Graham
Councillor Konanz
Councillor Miller

Staff: Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Blake Laven, Director of Development Services
Kelsey Johnson, Director of Community Services
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

98/2024

It was MOVED and SECONDED

THAT Council adopt the agenda for the Regular Council Meeting held on April 16, 2024 as presented.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

99/2024

It was MOVED and SECONDED

THAT Council recess to a Committee of the Whole meeting at 1:01p.m.

CARRIED UNANIMOUSLY

5. Reconvene the Regular Council Meeting

Council reconvened the Regular Council Meeting at 2:02 p.m.

6. Adoption of Minutes:

6.1 Minutes of the April 2, 2024 Regular Council Meeting

100/2024

It was MOVED and SECONDED

THAT Council adopt the Regular Council Meeting minutes of April 2, 2024 as presented.

CARRIED UNANIMOUSLY

7. Consent Agenda:

101/2024

It was MOVED and SECONDED

THAT Council approve the Consent Agenda:

1. April 10, 2024 Minutes of the Accessibility Committee Meeting.

CARRIED UNANIMOUSLY

8. Staff Reports:

8.1 Travel Penticton Society and Penticton & Wine Country Chamber of Commerce
Licence to Use Agreement – Jubilee Pavilion
Re: 185 Lakeshore Drive West, Penticton

102/2024

It was MOVED and SECONDED

THAT Council refer the three (3) year License to Use Agreement renewal with Travel Penticton Society and Penticton & Wine Country Chamber of Commerce for the use of the Jubilee Pavilion building located at 185 Lakeshore Drive West, at an annual rate of \$7,401.60 (\$616.80 per month) plus annual CPI, to the Parks & Recreation Advisory Committee for their review and recommendation.

CARRIED UNANIMOUSLY

8.2 License to Use Agreement – Ministry of Environment and Climate Change Strategy
Re: 1051 Penticton Avenue

103/2024

It was MOVED and SECONDED

THAT Council refer the five (5) year License to Use Agreement, with a five (5) year renewal clause, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station, to the Parks & Recreation Advisory Committee for their review and recommendation.

CARRIED UNANIMOUSLY

8.3 Application for Campbell Mountain Statutory Right of Way

104/2024

It was MOVED and SECONDED

THAT Council direct staff to submit the application for a powerline Statutory Right of Way on Campbell Mountain to FrontCounter BC.

CARRIED UNANIMOUSLY

8.4 Tax Rates Bylaw No. 2024-15

105/2024

It was MOVED and SECONDED

THAT Council give first, second and third reading to "Tax Rates Bylaw No. 2024-15", a bylaw that establishes property taxation rates for the 2024 tax year.

**CARRIED
Councillors Boulton and Miller, Opposed**

8.5 Zoning Amendment Bylaw No. 2024-16
Development Variance Permit PL2024-9752
Development Permit PL2024-9725
Re: 468 Wade Avenue West

106/2024

It was MOVED and SECONDED

THAT Council give first, second, and third reading to "Zoning Amendment Bylaw No. 2024-16", for Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, a bylaw to rezone the subject property from RD2 (Duplex Housing: Lane) to RD3 (Residential Infill), and add the following site-specific provisions, within the RD3 (Residential Infill) zone, as follows:

1. "Section 10.6.4.3, In the case of Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, an apartment shall be permitted.";
2. "Section 10.6.4.4, In the case of Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, the maximum density shall be 1.2 FAR.";

AND THAT Council, subject to adoption "Zoning Bylaw Amendment Bylaw No. 2024-16", consider "Development Variance Permit PL2024-9752" for Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, a permit to vary Section 10.6.2.6 of Zoning Bylaw 2023-08 to reduce the front yard from 4.5 m to 3.0 m;

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2024-16", approve "Development Permit PL2024-9725", for Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, a permit to approve the form and character of an apartment (three dwelling units);

AND THAT Council direct staff to issue "Development Permit PL2024-9725";

AND THAT Council require that a 2.4 m road dedication be completed prior to the issuance of the Occupancy Permit.

CARRIED UNANIMOUSLY

8.6 Zoning Amendment Bylaw No. 2024-17
Development Permit PL2024-9738
Re: 43 Okanagan Avenue West

107/2024

It was MOVED and SECONDED

THAT Council give first, second, and third reading to "Zoning Amendment Bylaw No. 2024-17", for Lot 6 District Lot 115 Similkameen Division Yale District Plan 3289, located at 43 Okanagan Avenue W, a bylaw to rezone the subject property from R1 (Large Lot Residential) to RD4 (Low Density Cluster Housing);

AND THAT Council adopt "Zoning Amendment Bylaw No. 2024-17";

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2024-17", approve "Development Permit PL2024-9738", for Lot 6 District Lot 115 Similkameen Division Yale District Plan 3289, located at 43 Okanagan Avenue W, a permit to approve the form and character of two side-by-side duplexes (four dwelling units);
 AND THAT Council direct staff to issue "Development Permit PL2024-9738";
 AND THAT Council require that a 1.6 m road dedication be completed prior to the issuance of the Occupancy Permit.

CARRIED UNANIMOUSLY

8.7 Zoning Amendment Bylaw No. 2024-18
 Development Permit PL2024-9732
 Re: 756 Government Street

108/2024

It was MOVED and SECONDED

THAT Council give first, second and third reading to "Zoning Amendment Bylaw No. 2024-18", for Lot 8 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68409, located at 756 Government Street, a bylaw to rezone the subject property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing);
 AND THAT Council adopt "Zoning Amendment Bylaw No. 2024-18";
 AND THAT Council require that a 1.7 m road dedication be completed prior to the issuance of the Occupancy Permit;
 AND THAT Council, subject to adoption "Zoning Bylaw Amendment Bylaw No. 2024-18", approve "Development Permit PL2024-9732", for Lot 8 District Lot 249 Similkameen Division Yale District Plan 3578 Except Plan KAP68409, located at 756 Government Street, a permit to approve the form and character of two triplexes (six dwelling units).

CARRIED UNANIMOUSLY

8.8 Zoning Amendment Bylaw No. 2024-19
 Re: 3810 Valleyview Road

109/2024

It was MOVED and SECONDED

THAT Council give first reading to "Zoning Amendment Bylaw No. 2024-19", for Lot 2 District Lot 587 Similkameen Division Yale District Plan 15877 Except Plans 20013 And 20826, located at 3810 Valleyview Road, a bylaw to add the site-specific provision, within the A (Agriculture) zone, as follows: "Section 9.2.6.14, In the case of Lot 2 District Lot 587 Similkameen Division Yale District Plan 15877 Except Plans 20013 And 20826, located at 3810 Valleyview Road, 'agri-tourism accommodation' is a permitted use with a maximum of three (3) sleeping units.";
 AND THAT Council forward "Zoning Amendment Bylaw No. 2024-19" to the May 7, 2024 Public Hearing.

CARRIED UNANIMOUSLY

9. Public Question Period

10. Recess to a Closed Meeting

110/2024

It was MOVED and SECONDED

THAT Council recess at 2:58 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* as follows: Section 90(1)

- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality; and Section 90 (2)
- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY

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

The Mayor reconvened the meeting at 6:22 p.m.

12. Bylaws and Permits

- 12.1 Official Community Plan Amendment Bylaw No. 2024-12
 Zoning Amendment Bylaw No. 2024-13
 Zoning Amendment Bylaw No. 2024-14
 Re: 76 Duncan Avenue East/ 1402 Main Street

111/2024

It was MOVED and SECONDED

THAT Council give second and third reading to "Official Community Plan Amendment Bylaw No. 2024-12";

AND THAT Council adopt "Official Community Plan Amendment Bylaw No. 2024-12";

AND THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2024-13";

AND THAT Council adopt "Zoning Amendment Bylaw No. 2024-13";

AND THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2024-14";

AND THAT Council adopt "Zoning Amendment Bylaw No. 2024-14".

CARRIED
Councillor Miller, Opposed

13. Notice of Motion

- 13.1 Notice of Motion introduced by Councillor Gilbert:

112/2024

It was MOVED and SECONDED

THAT Council direct staff to report back with an outline of the steps necessary to achieve a hotel attached to the Penticton Trade and Convention Centre as part of the North Gateway Plan.

CARRIED
Councillor Miller, Opposed

13.2 Notice of Motion introduced by Councillor Gilbert:

113/2024

It was MOVED and SECONDED

THAT Council formally endorse the call for both a new nation Youth Climate Corps, and a British Columbia Youth Climate Corps;
AND THAT Council urges the federal government to establish a Youth Climate Corps, starting with a major financial commitment of \$1 billion per year in the next federal budget; and will write to the federal ministers concerned expressing this support (the Minister of Finance; The Minister of Infrastructure and Communities, the Minister for Women and Gender Equality and Youth, the Minister of Natural Resources, and the Minister for Environment and Climate Change);
AND THAT Council urges the British Columbia government to establish a provincial Youth Climate Corps, starts with a major financial commitment of \$200 million per year in the next BC budget; and will write to the provincial ministers concerned expressing this support (the Minister of Environment and Climate Change, the Minister of Finance, the Minister of Emergency Management and Climate Readiness, the Minister of Energy and Low Carbon Innovation, and the Minister of Post-Secondary Education and Future Skills).

CARRIED
Councillors Boulton, Konanz and Miller, Opposed

14. Business Arising

15. Public Question Period

16. Council Round Table

17. Adjournment

114/2024

It was MOVED and SECONDED

THAT Council adjourn the April 16, 2024 Regular meeting of Council at 6:55 p.m.

CARRIED UNANIMOUSLY

Certified correct:

Confirmed:

Angie Collison
Corporate Officer

Julius Bloomfield
Mayor

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

Tuesday, April 16, 2024
Recessed from the Regular Council Meeting at 1:00 p.m.

Present:

Mayor Bloomfield
Deputy Mayor Watt
Councillor Boulton
Councillor Gilbert
Councillor Graham
Councillor Konanz
Councillor Miller

Staff:

Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Blake Laven, Director of Development Services
Kelsey Johnson, Director of Community Services
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 April 16, 2024 be adopted as presented.

CARRIED UNANIMOUSLY

3. **Delegations:**

3.1 Proclamation "National Volunteer Week" April 14-20, 2024

Subrina Monteith, Director, South Okanagan Similkameen Volunteer Centre, provided Council with a presentation on the South Okanagan Similkameen Volunteer Centre's work in connecting the community through volunteerism and requested that Council proclaim April 14-20, 2024 as "National Volunteer Week".

Mayor Bloomfield read the proclamation proclaiming April 14-20, 2024 as "National Volunteer Week" in the City of Penticton.

3.2 Proclamation “Youth Week” May 1-7, 2024

Melisa Edgerly, Peer Support & Outreach Worker, Foundry Penticton, provided Council with a presentation on the events planned in the community for “Youth Week” May 1-7, 2024.

Mayor Bloomfield read the proclamation proclaiming May 1-7, 2024 as “Youth Week”.

3.3 Proclamation “National Hospice Palliative Care Week” May 5-11, 2024

Lisa Schulze, Board Chair, Penticton Hospice Society, provided Council with an overview of the Penticton and District Hospice Society and invited Council to celebrate “National Hospice Palliative Care Week” from May 5-11, 2024.

Mayor Bloomfield read the proclamation proclaiming May 5-11, 2024 as “National Hospice Palliative Care Week” in the City of Penticton.

3.4 100 More Homes Emergency Winter Shelter Update

Linda Sankey, 100 More Homes Steering Committee, and Annika Kirk, United Way British Columbia, provided Council with a presentation on the 2023/2024 emergency winter shelter coordination and their recommendations for Council’s consideration for the upcoming 24/25 winter season.

4. **Adjourn to Regular Meeting**

It was MOVED and SECONDED

THAT Council adjourn the Committee of the Whole meeting held April 16, 2024 at 1:55 p.m. and reconvene the Regular Meeting of Council.

CARRIED UNANIMOUSLY

Certified correct:

Confirmed:

Angie Collison
Corporate Officer

Julius Bloomfield
Mayor

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

Tuesday, April 16, 2024
at 6:00 p.m.

Present: Mayor Bloomfield
Deputy Mayor Watt
Councillor Boulton
Councillor Gilbert
Councillor Graham
Councillor Konanz
Councillor Miller

Staff: Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance & Administration
Kristen Dixon, General Manager of Infrastructure
Blake Laven, Director of Development Services
Kelsey Johnson, Director of Community Services

1. Call to order

Mayor Bloomfield called the public hearing to order at 6:00 p.m. for "Official Community Plan Amendment Bylaw No. 2024-12", "Zoning Amendment Bylaw No. 2024-13" and "Zoning Amendment Bylaw No. 2024-14".

The Corporate Officer read the opening statement and introduced the purpose of the bylaws. 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 bylaws an opportunity to be heard before Council. She further indicated that the public hearing was advertised pursuant to the *Local Government Act*.

2. "Official Community Plan Amendment Bylaw No. 2024-12" (76 Duncan Avenue East)

The purpose of "Official Community Plan Amendment Bylaw No. 2024-12" is to amend Official Community Plan Bylaw No. 2019-08 as follows:

Amend Map 1: Future Land Use by changing the future land use designation for Lot 3 District Lot 250 Similkameen Division Yale District Plan 7560, located at 76 Duncan Avenue East, from 'Infill Residential' to 'Mixed Use'.

“Zoning Amendment Bylaw No. 2024-13” (76 Duncan Avenue East)

The purpose of “Zoning Amendment Bylaw No. 2024-13” is to amend amend Zoning Bylaw No. 2023-08 as follows:

Rezone Lot 3 District Lot 250 Similkameen Division Yale District Plan 7560, located at 76 Duncan Avenue East, from R1 (Large Lot Residential) to C3 (Mixed Use Commercial).

“Zoning Amendment Bylaw No. 2024-14” (1402 Main Street)

The purpose of “Zoning Amendment Bylaw No. 2024-14” is to amend amend Zoning Bylaw No. 2023-08 as follows:

Rezone Lot 2 District Lot 250 Similkameen Division Yale District Plan 39349, located at 1402 Main Street, from C7 (Service Commercial) to C3 (Mixed Use Commercial).

The applicant is proposing to build a mixed-use, three-storey building with commercial space on the first storey, and two dwelling units each on the second and third storeys (4 dwelling units total) at 76 Duncan Avenue East.

The applicant has also requested that 1402 Main Street be rezoned from C7 (Service Commercial) to C3 (Mixed Use Commercial) to allow for a similar mixed-use development on this site in the future.

The Corporate Officer advised that one letter has been received since the printing of the agenda and distributed to Council.

DELEGATIONS

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

- Sherri Turpin, Architect retained by land owner, people may be caught up on the look and design of building but that will be addressed in development permit stages, sufficient parking on the two sites to accommodate all uses proposed, wants neighbours to know landscape buffer is required for this development or where possible building footprint will be, landscape buffer would be between this property and neighbour to the east, shape of proposed building on 76 Duncan represents what is remaining of the setbacks, preferred having not as much of occupied spaces on second and third floors not looking over parking lot would be better geared looking towards north or south end.
- Luciano Monai, Duncan Avenue, lives across the street from current A&W, when matter originally proposed we were all for the residential and commercial developments, no problem with those, express anger with relocation of drive thru, when A&W bought the property should have realized what they were getting, to facilitate larger drive thru makes no sense, doesn't do anything for climate action plan by having 10 vehicles idling, doesn't feel positive about that aspect. Drive thru will be right in front of his front window and porch, gets all the lighting from the A&W in window and expects it will only get worse. Proponent discussed residential units, finds the building awkward, there is no interesting roof line or anything to it. Asked if units will be rented or stratified and sold off?

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

- Judy Monai, Duncan Avenue, presentation is confusing, drawing of building shows from one side a truck going by building, eventually figured out build is being squashed up against property next door which is a home (78 Duncan Avenue), the balconies overlook that home and will overlook all backyards up to Manitoba and Wilton Crescent, something underhanded with strange placement of building and a drive thru, asked how extending a drive thru is accommodating our attempts to increase housing? Walkability, the bus stop and pedestrian safety are very serious concerns for that area.
- Les Miller, Manor Park Avenue, concerned about parking, lives a block over but experience with other commercial offices in area, there is a dental office on Duncan and Manor Park, a physio therapist office on other side and also the animal hospital, end up with all the staff parking on our street, put in commercial retail buildings/stores in this apartment will increase the parking situation. For years almost like you don't need to have any noise abatement on vehicles, on Duncan and Main cars go roaring through, they've got extremely loud mufflers and exhaust systems, nothing gets done about it, if you put an apartment block there it will not be a pleasant place to live, my neighbours feel the same way about it. In rezoning A&W lot what applicant is asking for is if granted zoning, maybe they will do something with it or maybe they won't, basically giving rezoning to do whatever.

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

- Sherri Turpin, Architect retained by land owner, not intended to be a strata, apartments will not be stratified in future, drive thru, one of main reasons of owner purchasing property was to resolve drive thru and parking conflict, when busy there are people waiting to leave the parking lot blocked by drive thru creating a bit of mayhem, sometimes drive thru is backed to street, point of extra drive thru area so that there is more staffing on site and it's pulled away from the parking area to be effectively used. Thought about consolidating, put the drive thru part on other side but wasn't going to work, would require two separate utility accounts. Landscaping buffer required on east side, no room for drive thru, leaves a sliver for any further development, initial part of changing zoning for A&W property came from thought of consolidating lots. Regarding design when get into development permit stages will focus more on look with balconies facing north and south not necessarily to east although will be trees and landscaping in the buffer zone, can't get hung up on design, illustration shows what could be built on what is remaining on property. Number of easements to make drive thru happen without having additional setbacks making it even skinnier and not buildable.

The public hearing for "Official Community Plan Amendment Bylaw No. 2024-12", "Zoning Amendment Bylaw No. 2024-13" and "Zoning Amendment Bylaw No. 2024-14" was terminated at 6:21 p.m. and no new information can be received on this matter.

Certified correct:

Confirmed:

Angie Collison
Corporate Officer

Julius Bloomfield
Mayor

Parks and Recreation Advisory Committee Meeting

held via Zoom

Wednesday, April 24, 2024

at 9:30 a.m.

Present: John Archer, Chair
Sue Fraser, Vice-Chair
Cameron Baughen
Juliana Buitenhuis
Joanne Grimaldi
Don Mulhall
Marc Tougas

Council Liaison: Isaac Gilbert, Councillor

Staff: Kristen Dixon, General Manager of Infrastructure
Sheri Raposo, Land Administrator
Hayley Anderson, Legislative Assistant

Regrets: Brenda Clark
Victoria Jaenig

1. **Call to Order**

The Chair called the Parks and Recreation Advisory Committee to order at 9:30 a.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the agenda of April 24, 2024 as presented.

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the minutes of the March 6, 2024 meeting as presented.

CARRIED UNANIMOUSLY

4. **New Business**

- 4.1 Travel Penticton Society and Penticton & Wine Country Chamber of Commerce
License to Use Agreement – Jubilee Pavilion
Re: 185 Lakeshore Drive West, Penticton

It was MOVED and SECONDED
 THAT the Parks and Recreation Advisory Committee recommend that Council direct staff to renew a three (3) to five (5) year License to Use Agreement with Travel Penticton Society and the Penticton and Wine Country Chamber of Commerce, for the use of the Jubilee Pavilion building located at 185 Lakeshore Drive West.

CARRIED UNANIMOUSLY

- 4.2 License to Use Agreement – Ministry of Environment and Climate Change Strategy
Re: 1051 Penticton Avenue

It was MOVED and SECONDED
 THAT the Parks and Recreation Advisory Committee recommend that Council approve the five (5) year License to Use Agreement, with a five (5) year renewal clause, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station.

CARRIED UNANIMOUSLY

5. **Next Meeting**

The next Parks and Recreation Advisory Committee meeting is scheduled to be held on July 24, 2024 at 9:30 a.m.

6. **Adjournment**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on April 24, 2024 at 9:52 a.m.

CARRIED UNANIMOUSLY

Certified Correct:

Hayley Anderson
Legislative Assistant



Council Report

penticton.ca

Date: May 7, 2024 File No:
To: Anthony Haddad, City Manager
From: Angela Campbell, Director of Finance & Administration
Subject: **2023 Audited Financial Statements**

Staff Recommendation

THAT Council accept the Financial Statements, as co-presented by BDO Canada LLP, for the year ending December 31, 2023.

Strategic Priority Objective

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

Organizational Excellence: The City of Penticton will support a culture of service excellence built on good governance, leadership and sound financial decisions.

Background

Per the *Community Charter* Section 167, municipal financial statements for the year must be prepared by the financial officer and presented to Council for acceptance.

Section 171 of the *Community Charter* requires that the municipal auditor report to Council on the annual financial statements of the municipality.

The City's Financial Statements are prepared according to Public Sector Accounting Standards (PSAS) and report the actual use of City resources in the past year in comparison to the original Council approved Financial Plan. Upon consolidation, PSAS requires the City to eliminate entries for transactions including but not limited to inter-fund transactions and reserve transfers. The Financial Statements vary from the City's approved Financial Plan due to the eliminating entries, removal of debt repayments and the recording of Tangible Capital Assets as non-financial assets, including recognition of amortization.

Financial Implication

The Consolidated Surplus for the fiscal year ended December 31, 2023 is \$13,993,322, the 2022 consolidated surplus is \$5,989,832.

Overall consolidated revenues increased by 10.7% from 2022 to a total of \$153,264,167 and consolidated expenditures increased by 5.2% from 2022 to a total of \$139,270,845.

Overall the financial position of the City remains strong with net financial assets of \$82.5 million and non-financial assets of \$330 million.

Financial Analysis

Using ratios to examine trend analysis based on *Statements of Recommended Practice* as defined by the Public Sector Accounting Board, we can understand how the City is performing over a period of time, not just at a specific financial statement date, which helps provide insight into financial health.

Table 1, below, shows the *Financial Assets to Liabilities* ratio, which indicates the extent to which government requires future revenues to pay for past transactions. With an increasing ratio greater than 1, it is evident that there are sufficient resources on hand to finance future operations and the City is in a positive position to leverage future capital spending.

Table 1 *Financial Assets to Liabilities*

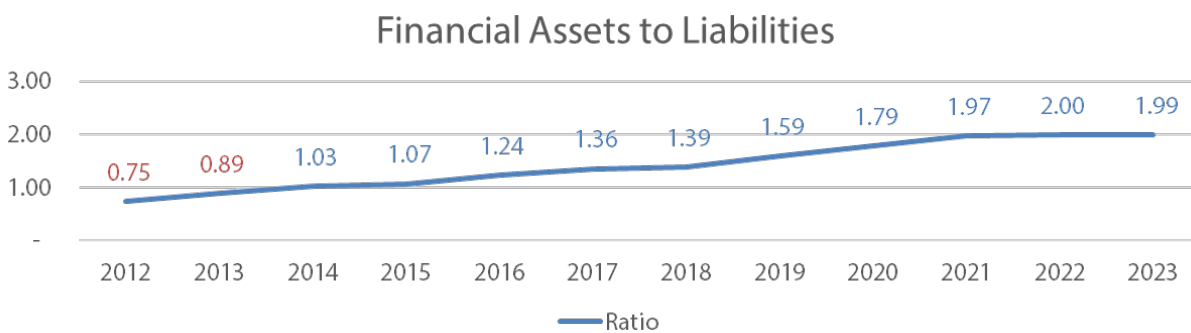
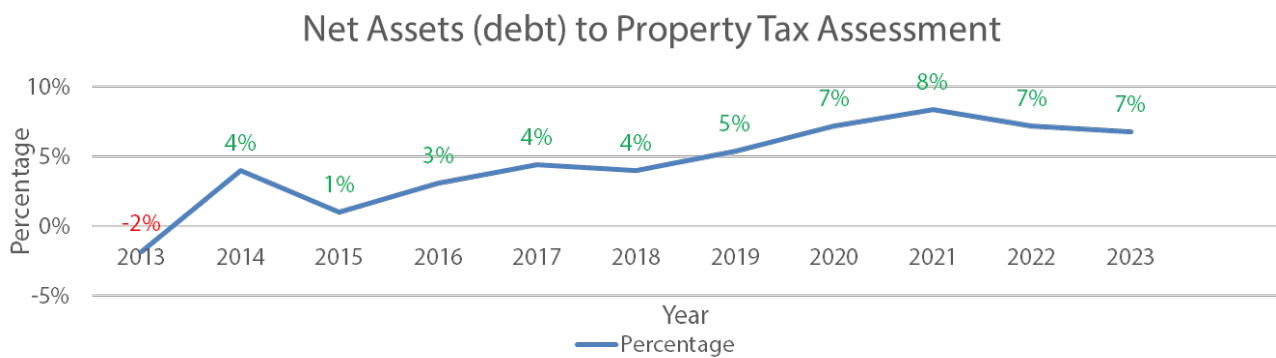


Table 2, below, shows the Net Assets to Property Tax Assessment ratio which measures municipal net assets (debt) compared to the municipal economic activity measured by assessment value upon which taxation is based. It indicates the City's increasing ability to manage debt within the economy it operates.

Table 2 *Net Assets (debt) to Property Tax Assessment*



Some significant highlights from the statements include:

- Financial Assets
 - Increase in cash/investments of \$14M

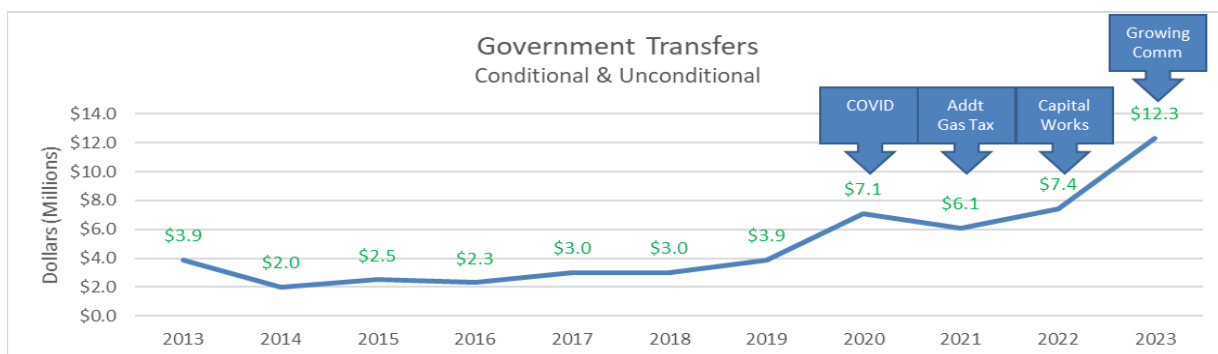
- Financial Liabilities
 - Increase in Deferred Revenues \$1.7M to reflect timing differences in various revenues streams such as prepaid tax installments and grants
 - Increase in deposits of \$1M held as security for development work such as landscape deposits and cash-in-lieu
 - Increase in long term debt of \$4.3M reflecting new debt issued for the Ridgedale Reservoir and upgrades to the AWWTP and payments made against existing debt

- Non-Financial Assets
 - Increase in Tangible Capital Assets of \$5M reflecting the City’s significant capital investment during 2023
 - Increase in Prepaid Expenses of \$2M reflecting the deposit made for the procurement of a new ladder truck for the Fire Department

- Revenues
 - Increase in Taxation revenues \$4.1M, for budgeted taxation increase as well as realized non market change
 - Increase in Water, Sewer, Storm and Electric User Fees revenues \$2.7M which can be attributed to increases in rates
 - Increase in Operating Grants for the one time Growing Community Funds Grant of \$7.2M
 - Increase in Investment revenues \$4M due to higher than anticipated interest rates and
 - Decrease in Building Permit revenues of \$700k due to high interest rates and inflationary costs of development

Table 3, below, shows the significant increase in grant funding during the prior 4 years, in particular 2023 which reflects the \$7.2M received from the Growing Communities Fund as well as successful conditional grant awards for creek rehabilitation, the AAA Bike Network and electric vehicle charging stations. These capital grants assist in leveraging tax payer dollars on capital infrastructure projects.

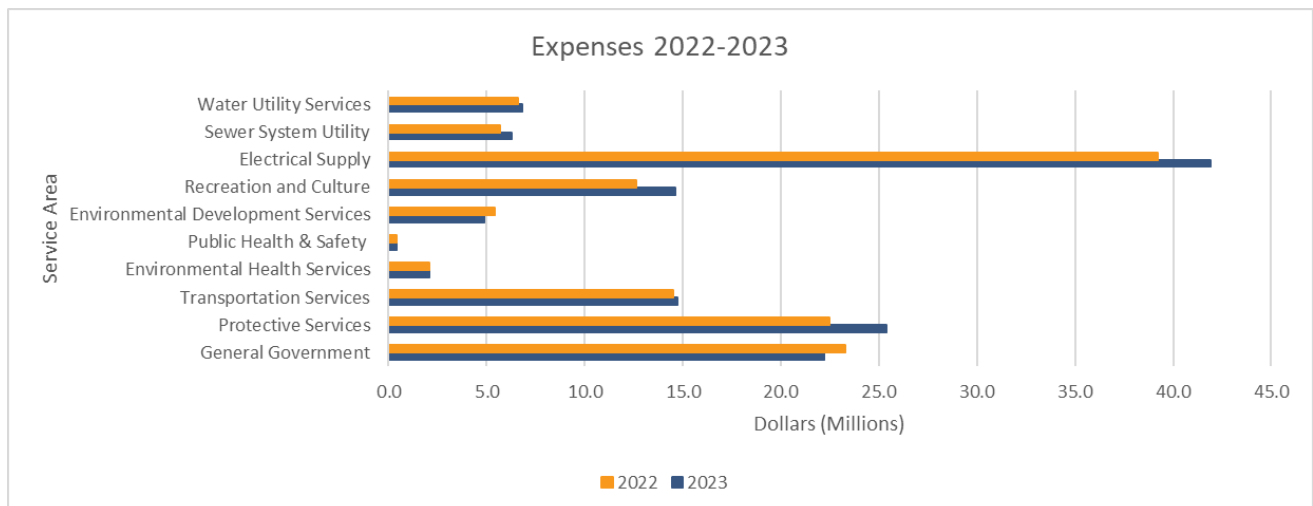
Table 3 Government Transfers (Conditional and Unconditional)



- Expenses:
 - Decrease in General Government services of \$1.2M primarily due to a reduction from the previous year for construction expenses related to the Edmonton Ave Daycare offset by an increase in amortization expenses
 - Increase in Protective Services costs of \$2.8M due to increasing policing costs and increased fire expenses related to the additional fire fighters added during the 2023 budget
 - Decrease in Environmental Development Services of \$500k due to the completion of various initiatives such as the UBCM Strengthening Services Grants, the Community Safety Review and the online permitting software in the 2022 year
 - Increase in Recreation and Culture of \$2.0M due to increased expenses for capital expenses that were under threshold and moved to operating, and services continuing to return to pre-COVID levels at the Community Centre
 - Increase in Electrical of \$2.8M due to increases in amortization costs and for capital expenses that were under threshold and moved to operating

Table 4 shows expenses by service area with comparative data from 2022.

Table 4 Expenses by Service Area 2022-2023



- Reserves:
 - Overall increase in reserves of \$16M
 - Additional \$1.9M internal borrowing to be repaid by General fund to Electric surplus from 2023-2033
 - Decrease in Own Reserves \$15M
 - Increase in Statutory Reserves \$33M
 - Capital carryforwards from 2023 will require utilization of \$22M of reserves in subsequent years when projects are completed

Attachments

Attachment A – Management Letter


Attachment B – Audit Reports

Attachment C – Draft Financial Statements

Respectfully submitted,

Angela Campbell
Director of Finance & Administration

City Manager



A rectangular box containing the text "City Manager" at the top and a handwritten signature in the center.



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BDO Canada LLP
1631 Dickson Avenue, Suite 500
Kelowna, BC
V1Y 0B5

May 7, 2024

The Corporation of the City of Penticton
171 Main Street
Penticton, British Columbia
V2A 5A9

Dear Ms. Campbell, Director of Finance and Administration

The objective of an audit is to obtain reasonable assurance whether the financial statements are free of any material misstatement and it is not designed to identify matters that may be of interest to management in discharging its responsibilities. Accordingly an audit would not usually identify all such matters.

During the course of our audit of the financial statements of The Corporation of the City of Penticton for the year ended December 31, 2023, we did not encounter any significant matters which we believe should be brought to your attention.

This communication is prepared solely for the information of management and is not intended for any other purposes. We accept no responsibility to a third party who uses this communication.

We would like to express our appreciation for the cooperation and assistance which we received during the course of our audit from yourself, Courtney Jones, and the whole finance team at the City.

We shall be pleased to discuss with you further any matters mentioned in this report at your convenience.

Yours truly,

A handwritten signature in blue ink that reads 'Sinéad Scanlon'.

Sinéad Scanlon, CPA, CA
Partner
BDO Canada LLP
Chartered Professional Accountants

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

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, 2023, 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, 2023, 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 unaudited 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.

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 7, 2024

THE CITY OF PENTICTON
 CONSOLIDATED STATEMENT OF FINANCIAL POSITION
 DECEMBER 31, 2023

	2023	2022
Financial Assets		
Cash	\$ 8,812,569	\$ 7,582,478
Investments (Note 2)	138,419,219	125,705,069
Accounts Receivable (Note 3)	15,860,222	15,799,143
Cash deposits and demand notes (Note 15)	2,794,555	2,469,052
	<u>165,886,565</u>	<u>151,555,742</u>
Financial Liabilities		
Accounts Payable and Accrued Liabilities	18,579,705	19,671,163
Development Cost Charges (Note 4)	17,504,483	18,760,686
Deferred Revenue (Note 5)	9,481,303	7,746,391
Deposits	7,155,893	6,191,646
Long Term Debt (Note 9)	25,017,514	20,767,185
Asset Retirement Obligations (Note 11)	2,887,942	-
MFA Debt Reserve (Note 15)	2,794,555	2,469,052
	<u>83,421,395</u>	<u>75,606,123</u>
Net Financial Assets	<u>\$ 82,465,170</u>	<u>\$ 75,949,619</u>
Non-Financial Assets		
Tangible Capital Assets (Note 12)	\$ 322,992,179	\$ 317,798,223
Inventory	4,598,029	4,314,642
Prepaid Expenses	2,572,025	571,597
	<u>330,162,233</u>	<u>322,684,462</u>
Accumulated Surplus	<u>\$ 412,627,403</u>	<u>\$ 398,634,081</u>

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
YEAR ENDED DECEMBER 31, 2023

	2023 Budget (Note 16)	2023	2022
Revenue			
Taxation (Note 19)	43,227,018	\$ 43,246,806	\$ 39,122,903
Sales of Services	76,827,484	77,287,788	74,537,779
Government Grants and Transfers (Note 17)	5,835,115	12,327,831	7,431,582
Other Revenue	10,970,375	15,417,658	12,958,012
Other Contributions	4,093,758	5,250,290	3,862,155
Gain (loss) on Disposal and Insurance Proceeds	30,000	(266,206)	498,844
	<u>140,983,750</u>	<u>153,264,167</u>	<u>138,411,275</u>
Expenditure (Note 13)			
General Government	12,448,591	22,176,559	23,343,357
Protective Services	26,213,306	25,387,346	22,520,375
Transportation Services	7,027,944	14,699,310	14,475,233
Environmental Health Services	2,118,832	2,120,384	2,126,030
Public Health and Safety	383,104	383,857	423,727
Environmental Development Services	5,431,121	4,868,449	5,389,187
Recreation and Culture	13,807,807	14,571,658	12,601,593
Electrical Supply	38,683,216	41,946,231	39,162,231
Sewer System Utility	5,099,011	6,340,506	5,759,689
Water Utility Services	4,858,877	6,776,545	6,620,021
	<u>116,071,809</u>	<u>139,270,845</u>	<u>132,421,443</u>
Annual Surplus	24,911,941	13,993,322	5,989,832
Accumulated Surplus, Beginning of Year	<u>398,634,081</u>	<u>398,634,081</u>	<u>392,644,249</u>
Accumulated Surplus, End of Year	<u>423,546,022</u>	<u>\$ 412,627,403</u>	<u>\$ 398,634,081</u>

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
YEAR ENDED DECEMBER 31, 2023

	2023 Budget	2023	2022
Annual surplus	24,911,941	\$ 13,993,322	\$ 5,989,832
Acquisition of Tangible Capital Assets (Note 12)	(27,855,015)	(19,485,640)	(14,641,140)
Amortization (Note 12)	-	16,347,169	14,496,922
Increase in tangible capital assets due to asset retirement obligation	-	(2,756,946)	-
Net Disposal of Tangible Capital Assets (Note 12)	-	362,534	1,542,179
Asset reclassification (Note 12)	-	338,926	648,810
	(2,943,074)	8,799,365	8,036,603
Change in Prepaid Expenses (Increase)	-	(2,000,428)	(4,719)
Acquisition of Supplies Inventories	-	(283,386)	(771,495)
	-	(2,283,814)	(776,214)
Increase in Net Financial Assets	(2,943,074)	6,515,551	7,260,389
Net Financial Assets, Beginning of Year	75,951,619	75,949,619	68,689,230
Net Financial Assets, End of Year	73,008,545	\$ 82,465,170	\$ 75,949,619

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON
CONSOLIDATED STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2023**

	2023	2022
Operating Transactions		
Annual Surplus	\$ 13,993,322	\$ 5,989,832
Change in Non-Cash Operating Items		
Increase in Accounts Receivable	(61,077)	(5,370,589)
Increase (decrease) in Accounts Payable and Accrued Liabilities	(1,091,458)	4,385,987
Decrease in Development Cost Charges	(1,256,203)	(288,993)
Increase (decrease) in Deferred Revenues	1,734,912	(764,412)
Increase in Deposits	964,247	2,177,834
Increase in Prepaid Expenses	(2,000,428)	(4,719)
Increase in Inventory	(283,386)	(771,496)
Net Disposal of Tangible Capital Assets	362,534	1,542,180
Amortization	16,347,169	14,496,921
Accretion	130,993	-
Asset reclassification	338,931	648,813
	<u>15,186,234</u>	<u>16,051,526</u>
Cash Provided by Operating Activities	29,179,556	22,041,358
Capital Transactions		
Cash Used to Acquire Tangible Capital Assets	(19,485,641)	(14,641,140)
Financing Transactions		
Debt Proceeds	7,800,000	-
Debt Repayment	(3,549,671)	(3,425,948)
Cash Provided by Financing Transactions	4,250,329	(3,425,948)
Investing Transactions		
Increase in Investments	(12,714,150)	(809,777)
Change in Cash	1,230,094	3,164,493
Cash, Beginning of Year	<u>7,582,475</u>	<u>4,417,985</u>
Cash, End of Year	<u>\$ 8,812,569</u>	<u>\$ 7,582,478</u>
Supplemental Cash Flow Information	2023	2022
Interest Paid	\$ 1,688,819	\$ 1,206,888

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, 2023**

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. 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.

Investments

Investments include bank issued notes and bonds and provincial bonds and debentures maturing in the subsequent year.

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, 2023**

Revenue Recognition continued

Fee for Service

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

Financial Instruments

Cash and investments are measured at fair value (hierarchy level one – quoted market prices). All other financial instruments, are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

For investments measured at cost, the cost method records the initial investment at cost and earnings from such investments are recognized only to the extent received or receivable. When an investment is written down to recognize an impairment loss, the new carrying value is deemed to be the new cost basis for subsequent accounting purposes.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

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.

Non-Financial Assets

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

**THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023**

Non-Financial Assets continued

Tangible Capital Assets

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. 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

Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at their fair market value at the date of contribution, where fair value is reasonably determinable, with a corresponding amount recorded as revenue.

Works of Art and Historical Assets

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.

**THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023**

Retirement and Employment 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 an accidental contamination occurs 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, 2023 and 2022, the City has no liability for contaminated sites.

**THE CITY OF PENTICTON
SIGNIFICANT ACCOUNTING POLICIES
DECEMBER 31, 2023**

Asset Retirement Obligations

An asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset that the City will be required to settle. The City recognizes asset retirement obligations when there is a legal obligation to incur retirements costs in relation to a tangible capital asset, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made.

Asset retirement obligations are initially measured at the best estimate of the amount required to retire a tangible capital asset at the financial statement date. The estimate of a liability includes costs directly attributable to asset retirement activities.

Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the related tangible capital asset. Subsequently, the asset retirement costs are allocated to expenses over the useful life of the tangible capital asset. The obligation is adjusted to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either the timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

DRAFT FOR DISCUSSION - COUNCIL MEETING, MAY 1, 2024

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

1. Change in Accounting Policy

On January 1, 2023, the City adopted Public Accounting Standard PS 3280 Asset Retirement Obligations. This new standard establishes standards for recognition, measurement, presentation and disclosure of legal obligations associated with the retirement of tangible capital assets and replaces PS 3270 Solid Waste Landfill Closure and Post-closure Liability. This standard is effective for fiscal periods beginning on or after April 1, 2022. The City has chosen prospective application of this standard.

2. Investments

	Maturity Date	Effective Interest Rate (%)	2023	2022
Valley First	n/a	-	\$ 3,213,007	\$ 23,432,628
Valley First	Aug 27, 2024	1.60	5,161,280	5,080,000
Valley First	Mar 30, 2025	5.70	5,000,000	-
Valley First	Dec 14, 2025	5.80	10,000,000	10,000,000
Valley First	Feb 21, 2026	6.00	5,000,000	-
Canaccord	Feb 12, 2024	4.65	5,384,453	5,384,453
Canaccord	May 17, 2024	3.80	9,081,900	9,081,900
Canaccord	May 17, 2024	3.75	5,877,821	5,877,821
Canaccord	Aug 12, 2024	2.80	2,500,000	2,500,000
Canaccord	Aug 24, 2024	2.75	2,500,000	2,500,000
Canaccord	Feb 24, 2025	6.20	5,000,000	-
Canaccord	Apr 4, 2025	6.25	5,439,000	-
Canaccord	Sept 1, 2025	1.90	5,000,000	5,000,000
Canaccord	Mar 31, 2026	5.40	5,000,000	-
Canaccord	Aug 24, 2026	5.99	5,000,000	-
Canaccord	Aug 31, 2026	2.20	5,000,000	5,000,000
Canaccord	Aug 22, 2028	5.94	6,000,000	-
Scotiabank	Sep 22, 2025	6.16	5,000,000	-
National Bank Financial	n/a	-	43,261,758	41,067,055
Valley First Redemptions	n/a	-	-	5,638,937
Canaccord Redemptions	n/a	-	-	5,142,275
			<u>\$ 138,419,219</u>	<u>\$ 125,705,069</u>

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

3. Accounts Receivable

	2023	2022
Property Taxes	\$ 1,329,041	\$ 1,269,952
Other Receivables	3,780,181	2,996,077
Federal Government	504,530	1,389,413
Provincial Government	1,140,010	3,646,615
Other Government Agencies	189,172	161,154
Utility Rates Receivable	5,045,964	4,976,929
Accrued Interest Receivable	3,960,604	1,427,983
Cemetery Trust Fund Receivable (Payable)	(89,280)	(68,980)
	<u>\$ 15,860,222</u>	<u>\$ 15,799,143</u>

4. Development Cost Charges (DCC)

The City collects development cost charges to pay for a proportionate share of infrastructure related to new growth. When the related costs are incurred, the DCCs are recognized as revenue.

	2023	2022
DCC by Type		
Roads DCC	\$ 1,317,134	\$ 2,070,651
Parks DCC	659,153	902,011
Drainage DCC	1,259,284	1,127,322
Waste Water DCC	10,750,154	10,985,760
Water DCC	3,518,758	3,674,942
	<u>17,504,483</u>	<u>18,760,686</u>
DCC Activity		
Balance, Beginning of Year	18,760,686	19,049,679
Return on Investments	881,065	527,549
DCCs Levied in the Year	1,035,955	1,356,681
Transfers	(3,173,223)	(2,173,223)
	<u>\$ 17,504,483</u>	<u>\$ 18,760,686</u>

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

4. Development Cost Charges (DCC) continued

In 2010, Council adopted Economic Incentive Zone Bylaw and in 2022 adopted an updated Development Cost Charge 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.

The Development Cost Charges 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 2023, \$296,871 (2022 - \$295,504) of Economic Incentive tax exemptions were granted.

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, 2023	\$ 6,018,852	548,173	\$ 1,179,366	\$ 7,746,391
Collected	11,980,038	1,057,827	1,647,291	14,685,156
Recognized	(11,329,178)	(945,732)	(675,334)	(12,950,244)
Balance at December 31, 2023	\$ 6,669,712	660,268	\$ 2,151,323	\$ 9,481,303

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023**

6. Pension Liability

The City and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2022, the Plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 43,000 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, 2021 indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The City of Penticton paid \$2,649,914 (2022 - \$2,490,003) for employer contributions to the Plan in fiscal 2023.

The next valuation will be as at December 31, 2024.

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, 2023, the long term debt of the Regional District aggregated \$80,684,489 (2022 - \$81,042,444).

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

7. Contingent Liabilities continued

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.

c. Municipal Insurance Association

The City is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible the City along with other participants, would be required to contribute towards the deficit.

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 \$963,353 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:

	2023	2022
Long Term Debt	\$ 25,017,514	\$ 20,767,185

Principal repayments relating to long term debt of \$25,017,514 outstanding are due as follows (in thousands):

	2024	2025	2026	2027	2028	Thereafter	Sinking Fund
General Fund	\$ 949	\$ 862	\$ 739	\$ 578	\$ 565	\$ 505	\$ 3,650
Sewer Fund	587	587	587	430	430	2,510	3,337
Water Fund	652	652	652	652	612	1,706	3,775
	<u>\$ 2,188</u>	<u>\$ 2,101</u>	<u>\$ 1,978</u>	<u>\$ 1,660</u>	<u>\$ 1,607</u>	<u>\$ 4,721</u>	<u>\$ 10,762</u>

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

9. Long Term Debt continued

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 estimated at between 3-3.75%. The 2023 earnings in the Sinking Fund were calculated to be \$1,331,027 and are included in Other Revenue on the Consolidated Statement of Operations.

DRAFT FOR DISCUSSION - COUNCIL MAY 7, 2024

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

10. Debt Issued and Outstanding

LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	2023 Payments	
										Interest	Principal
General Fund											
2003-15	2268	81	22-Apr-04	Storm Sewer	\$ 337,500	\$ 25,792	20	2024	2.850	\$ 9,619	\$ 10,207
2004-16	859-2004	85	25-Oct-04	Parks - Land Acquisition	1,680,000	128,388	20	2024	2.250	37,800	50,807
2004-18	859/2004	85	25-Oct-04	Roads Works -S. Main St.	195,000	14,902	20	2024	2.250	4,388	5,897
2004-19	859/2004	85	15-Oct-04	Road Design-Main St.	150,000	11,463	20	2024	2.250	3,375	4,536
2004-20	859/2004	85	25-Oct-04	Integrated Waterfront	550,000	42,032	20	2024	2.250	12,375	16,633
2004-21	859/2004	93	25-Oct-04	Youth Park	50,000	3,821	20	2024	2.250	1,125	1,512
2004-11	1108/2004	93	06-Apr-05	Wine Information Centre	800,000	99,306	20	2025	5.100	6,284	47,809
2004-20	1108-2004	93	06-Apr-05	Integrated Waterfront	520,000	64,549	20	2025	5.100	4,084	31,073
2004-21	614/2005	95	13-Oct-05	Youth Park	150,000	20,306	20	2025	0.910	1,365	6,112
2005-18	615/2005	95	13-Oct-05	Integrated Waterfront	825,000	111,685	20	2025	0.910	7,508	33,618
2006-15	17/17/2006	99	07-Nov-06	Road Works-Fairview/Ind	1,595,000	325,693	20	2026	1.530	24,404	53,563
2006-17	17/17/2006	99	07-Nov-06	Sportsfields	3,200,000	653,427	20	2026	1.530	48,960	107,462
2006-33	273/2007	102	02-Nov-07	Integrated Waterfront '06	350,000	93,270	20	2027	3.900	13,650	13,143
2006-76	024/2008	103	23-Apr-08	Wellness Centre	3,000,000	982,719	20	2028	2.650	96,600	100,745
2007-41	333/2008	104	20-Nov-08	Cemetery-Columbarium	2,500,000	818,932	20	2028	2.900	72,500	83,954
2007-52	333/2008	104	20-Nov-08	Indoor Soccer Facility	1,000,000	327,573	20	2028	2.900	29,000	33,582
2007-57	333/2008	104	20-Nov-08	Integrated Waterfront	530,000	173,614	20	2028	2.900	15,370	17,798
2007-52	638/2009	106	13-Oct-09	Indoor Soccer Facility	415,000	160,076	20	2029	2.250	9,338	13,936
2007-52	15/30/2010	110	08-Apr-10	Indoor Soccer Ph2	586,000	257,131	20	2030	1.280	7,501	21,542
2009-14	15/30/2010	110	08-Apr-10	Pool Upgrades	7,400,000	3,247,047	20	2030	1.280	94,720	272,037
2007-52	B25/2011	116	04-Apr-11	Indoor Soccer Facility	135,000	66,594	20	2031	1.470	1,985	4,963
2009-43	B25/2011	116	04-Apr-11	Road Wrks-Smythe Dr	447,000	220,499	20	2031	1.470	6,571	16,432
26/2018				Downtown 300 Block Main Street	1,530,000	-	5		-	1,817	306,000
					<u>27,945,500</u>	<u>7,848,819</u>				<u>510,339</u>	<u>1,253,361</u>

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

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 (%)	2023 Payments	
										Interest	Principal
Water Fund											
2006-07	17/07/2006	99	07-Nov-06	Naramata Rd. Upgrade	4,670,000	953,596	20	2026	1.530	71,451	156,827
2007-83	333/2008	104	20-Nov-08	Water Filtration Plant	4,000,000	1,310,292	20	2028	2.900	116,000	134,327
2007-83	638/2009	106	13-Oct-09	Water Filtration Plant	3,900,000	1,504,330	20	2029	2.250	87,750	130,969
2022-33	394/2022	159	13-Jun-23	Ridgedale Reservoir	4,700,000	4,700,000	20	2043	4.150	97,525	-
					<u>17,270,000</u>	<u>8,468,218</u>				<u>372,726</u>	<u>422,123</u>
Sewer Fund											
2006-61	273/2007	102	02-Nov-07	Septage Handling Facility	1,050,000	279,811	20	2027	2.250	40,950	39,429
2008-10	332-2008	104	02-Nov-07	Sewer System Upgrade	8,000,000	2,620,583	20	2028	2.900	232,000	268,654
2008-10	638-2009	106	13-Oct-09	Sewer Plant Expansion	7,000,000	2,700,083	20	2029	2.250	157,500	235,072
2022-31	394-2022	159	13-Jun-2023	AWWTP	3,100,000	3,100,000	20	2043	4.150	64,325	-
					<u>19,150,000</u>	<u>8,700,477</u>				<u>494,775</u>	<u>543,155</u>
					<u>\$ 64,365,500</u>	<u>\$ 25,017,514</u>				<u>\$ 1,377,840</u>	<u>\$ 2,218,639</u>

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

11. Asset Retirement Obligations

The City owns and operates several assets that are known to have asbestos and lead paint, which represent a health hazard upon demolition or renovation of the assets. There is a legal obligation to remove and dispose of the hazardous materials. Following the adoption of Public Accounting Standard PS 3280 Asset Retirement Obligations, the City recognized an obligation relating to the removal of the hazardous materials in these assets as estimated at January 1, 2023. The transition and recognition of asset retirement obligations involved an accompanying increase to the Buildings and Land Infrastructure capital assets. The increase in capital assets is amortized on a straight-line basis over the remaining expected useful life of the related assets.

The City has adopted this standard prospectively. Estimated costs totalling \$4,268,850 have been inflated using an inflation rate of 2.15% and discounted using the City's average borrowing rate of 4.73%. The timing of these expenditures is estimated to occur between 2023 and 2042 with the regular replacement renovation, or disposal of assets. No recoveries are expected at this time.

Initial recognition of expected discounted cash flows
Increase due to accretion

2023
\$ 2,756,949
130,993
<u>\$ 2,887,942</u>

DRAFT FOR DISCUSSION - COUNCIL MAY 2024

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

12. 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 \$28,020,608 of expenditures that fall within the Capital Budget. Of this amount, \$19,438,295 met the TCA capitalization policy criteria while the remaining \$8,582,313 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	2023 Total
COST									
Opening Balance	\$ 55,299,911	\$ 171,586,366	\$ 54,643,093	\$ 58,983,856	\$ 63,564,745	\$ 85,985,307	\$103,674,440	\$ 8,449,807	\$ 602,187,525
Add: Additions	47,388	631,929	3,893,799	1,874,882	1,576,033	47,572	1,628,759	9,785,278	19,485,640
Add: Additions due to ARO recognition (Note 11)	251,074	2,505,875	-	-	-	-	-	-	2,756,949
Add: Trsf to/from Construction in Progress	-	43,127	4,147,769	38,518	420,303	457,415	215,106	(5,323,238)	-
Less: Disposals	-	992,280	743,535	-	-	-	-	-	1,735,815
Re-classification	-	-	-	-	-	-	-	(338,930)	(338,930)
	<u>55,598,373</u>	<u>173,775,017</u>	<u>61,941,126</u>	<u>60,897,256</u>	<u>65,561,081</u>	<u>86,490,294</u>	<u>105,518,305</u>	<u>12,572,917</u>	<u>622,355,369</u>
ACCUMULATED AMORTIZATION									
Opening Balance	-	95,965,087	38,191,373	16,286,947	23,825,878	46,836,912	63,283,105	-	284,389,302
Add: Amortization	-	5,129,071	3,270,748	1,291,402	1,044,863	2,683,052	2,928,033	-	16,347,169
Less: Acc Amortization on Disposals	-	718,042	655,239	-	-	-	-	-	1,373,281
	<u>-</u>	<u>100,376,116</u>	<u>40,806,882</u>	<u>17,578,349</u>	<u>24,870,741</u>	<u>49,519,964</u>	<u>66,211,138</u>	<u>-</u>	<u>299,363,190</u>
Net Book Value for Year Ended Dec. 31, 2023	<u>\$ 55,598,373</u>	<u>\$ 73,398,901</u>	<u>\$ 21,134,244</u>	<u>\$ 43,318,907</u>	<u>\$ 40,690,340</u>	<u>\$ 36,970,330</u>	<u>\$ 39,307,167</u>	<u>\$ 12,572,917</u>	<u>\$ 322,992,179</u>

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

12. Tangible Capital Assets continued

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2022 Total
COST									
Opening Balance	\$ 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
Add: Additions	1,848,176	167,480	2,954,977	558,379	1,046,744	1,167,841	3,030,309	3,867,234	14,641,140
Add: Trsf to/from Construction in Progress	-	173,774	103,711	65,632	52,304	212,435	113,026	(720,882)	-
Less: Disposals	1,501,263	-	403,718	-	-	-	-	-	1,904,981
Re-classification to Financial Assets	-	-	-	-	-	-	-	(648,810)	(648,810)
	<u>55,299,912</u>	<u>171,586,365</u>	<u>54,643,091</u>	<u>58,983,857</u>	<u>63,564,744</u>	<u>85,985,307</u>	<u>103,674,440</u>	<u>8,449,809</u>	<u>602,187,525</u>
ACCUMULATED AMORTIZATION									
Opening Balance	-	90,977,086	35,846,317	15,073,856	22,824,852	45,231,433	60,301,638	-	270,255,182
Add: Amortization	-	4,988,001	2,707,857	1,213,091	1,001,026	1,605,479	2,981,467	-	14,496,921
Less: Acc Amortization on Disposals	-	-	362,801	-	-	-	-	-	362,801
	<u>-</u>	<u>95,965,087</u>	<u>38,191,373</u>	<u>16,286,947</u>	<u>23,825,878</u>	<u>46,836,912</u>	<u>63,283,105</u>	<u>-</u>	<u>284,389,302</u>
Net Book Value for Year Ended Dec. 31, 2022	<u>\$ 55,299,912</u>	<u>\$ 75,621,278</u>	<u>\$ 16,451,718</u>	<u>\$ 42,696,910</u>	<u>\$ 39,738,866</u>	<u>\$ 39,148,395</u>	<u>\$ 40,391,335</u>	<u>\$ 8,449,809</u>	<u>\$ 317,798,223</u>

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

13. Reporting by Object

	2023	2022
Salaries and Benefits	\$ 38,044,648	\$ 35,654,039
Goods and Services	64,777,723	64,433,752
Interest	1,688,819	1,206,888
Amortization	16,347,170	14,496,921
Accretion	130,993	-
Other Expenses	2,963,548	3,069,854
Vehicle & Equipment Maintenance	5,158,426	4,939,604
Policing Agreement	10,159,518	8,620,385
	<u>\$ 139,270,845</u>	<u>\$ 132,421,443</u>

14. 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 7.2% (2022 - 7.2%) and is secured by promissory note as indicated in the Revenue Anticipation Borrowing Bylaw 2011 No. 5003.

As of December 31, 2023 there was no balance outstanding (2022 - \$NIL).

b. Bank Indebtedness

The City holds a \$7,130,000 EFT limit.

15. 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.

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

15. Municipal Finance Authority continued

	2023	2022
Cash deposits	\$ 2,794,555	\$ 2,469,052

16. Budget

The Financial Plan (Budget) Bylaw No. 2023-09 adopted by Council on April 18, 2023 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:

	2023
Financial Plan (Budget) Bylaw surplus for the year	\$ -
Add:	
Transfer to Funds/Reserves	28,604,513
Debt Principal Repayments	2,218,646
Budgeted Capital Expenditures - General	15,195,450
Budgeted Capital Expenditures - Electric	5,294,740
Budgeted Capital Expenditures - Sewer	3,155,800
Budgeted Capital Expenditures - Water	4,209,025
Less:	
Budgeted Transfers from Surplus	33,766,233
Budget Surplus per Consolidated Statement of Operations	\$ 24,911,941

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

17. Transfers From Other Governments

	2023	2022
Community Building Fund (Gas Tax)	\$ 1,610,446	\$ 1,543,768
Capital Grants	2,193,637	2,981,727
Traffic fine revenue sharing	360,000	359,030
Edmonton Avenue Child Care Centre	38,675	1,565,671
Okanagan Basin Water Board grants	155,777	152,338
Local Government Climate Action Program	189,082	189,082
Growing Communities	7,177,000	-
Library	169,114	132,298
Miscellaneous	434,100	507,668
	<u>\$ 12,327,831</u>	<u>\$ 7,431,582</u>

18. 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.

THE CITY OF PENTICTON
 NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
 DECEMBER 31, 2023

19. Taxation

	Budget	2023	2022
Municipal Taxation			
Real Property	\$ 42,647,018	\$ 42,715,221	\$ 38,575,222
Special Assessments	87,000	87,228	87,228
Grants in Lieu	493,000	444,357	460,453
Total municipal taxation	<u>43,227,018</u>	<u>43,246,806</u>	<u>39,122,903</u>
Collections For other Governments			
School	17,988,430	19,428,130	17,989,195
Regional District	2,521,751	2,498,768	2,358,940
Regional Hospital	2,530,000	2,573,998	2,529,865
BCAA	490,000	531,493	491,028
Total collections for other taxing authorities	<u>23,530,181</u>	<u>25,032,389</u>	<u>23,369,028</u>
Transfers to Other Governments	(23,530,181)	(25,067,633)	(23,353,375)
Supplemental Taxation Recovered (Remitted)	-	35,244	(15,653)
Net taxation for municipal purposes	<u>\$ 43,227,018</u>	<u>\$ 43,246,806</u>	<u>\$ 39,122,903</u>

20. Comparative Figures

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

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

21. 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 \$1,669,000. 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 \$2,807,000. 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 \$5,836,000. 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 \$11,011,000. This is a 20 year Lease, due to expire in 2036 with two 10-year extension options.

One Sky Community Resources Society

The Lease Agreement between the City of Penticton and One Sky Community Resources Society dated October 1, 2021, will generate an asset to the City upon expiry of the lease. The Lease Agreement grants the right of ownership of the daycare to the City; the current market value for this building is \$2,152,000. This is a 60 year Lease, due to expire in 2081.

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

22. Financial Instruments

Financial Instrument Risk Management

The City is exposed to credit risk, liquidity risk, and interest rate risk from its financial instruments. This note describes the City's objectives, policies, and processes for managing those risks and the methods used to measure them. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

There have not been any changes from the prior year in the City's exposure to above risks or the policies, procedures and methods it uses to manage and measure the risks.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The City is exposed to credit risk through its cash, accounts receivable, and portfolio investments.

The City manages its credit risk by selecting only investments that ensure preservation of capital and leveraging portfolio diversification. The City measures its exposure to credit risk based on portfolio constraints, credit ratings and exposure to asset classes. The maximum exposure to credit risk at the financial statement date is the carrying value of its cash and accounts receivable as outlined in Notes 2 and 3. Accounts receivable arise primarily as a result of taxation, utilities, and grants receivable. Based on this knowledge, credit risk of cash and accounts receivable are assessed as low.

The City manages exposure to credit risk for portfolio investments by ensuring adequate diversification including maintaining investments in the Municipal Finance Authority which meets the investment requirements of Section 183 of the Community Charter of the Province of BC. As a result, the Municipality has reduced exposure to market or value risk.

Liquidity risk

Liquidity risk is the risk that the City will encounter difficulty in meeting obligations associated with financial liabilities. The City is exposed to liquidity risk through its accounts payable and accrued liabilities, long-term debt, and investments.

The City manages this risk by selecting maturity dates that correspond to cash flow requirements. Also to help manage the risk, the City has in place a planning, budgeting and forecasting process to help determine the funds required to support the normal operating requirements. The City's five-year financial plan is approved by the Mayor and Council, which includes operational activities and capital investments. The City measures its exposure to liquidity risk based on financial forecasting and extensive budgeting.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The City is exposed to interest rate risk through its long-term debt and the value of portfolio investments.

The City manages interest rate risk on its long-term debt by holding all debt through MFA at a fixed rate, with refinancing typically being completed at the ten or fifteen year mark. Therefore, fluctuations in market interest rates would not impact future cash flows and operations relating to long-term debt. See Note 10 for interest rates and maturity dates for long term debt.

**THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023**

22. Financial Instruments continued

Investments that are subject to interest rate risk are MFA pooled investment funds (see Note 2, National Bank Financial). The risk is caused by changes in interest rates. As interest rates rise, the fair value of the MFA pooled investment funds notes decrease and, as interest rates fall, the fair value of these investments increase.

As a result of diversification by security type, only a portion of the overall investment portfolio is exposed to interest rate risk. As at December 31, 2023 the amount of the investment portfolio exposed was \$0 (2022 - \$0) per Note 2.

23. 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.

Protective Services

Protection is comprised of police services, fire protection, bylaw services, dog control and building and licensing 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

THE CITY OF PENTICTON
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023

23. Segmented Information continued

Recreation and Culture continued

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.

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.

24. 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, 2023, the balance of funds held in trust was \$1,279,463 (2022 - \$1,197,261).

**THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2023**

	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	2023 Total
REVENUE											
Taxation	\$ 43,246,806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,246,806
Sales of Services	1,998,720	3,225,160	2,131,947	3,003,232	483,017	339,761	2,466,532	44,526,955	9,016,400	10,096,064	77,287,788
Government Grants and Transfers	9,214,693	128,607	2,223,921	-	-	177,825	427,008	-	155,777	-	12,327,831
Other Revenue	12,537,289	1,293,204	-	-	-	1,447,267	95,322	8,412	-	36,164	15,417,658
Other Contributions	426,712	19,825	1,590,829	-	-	-	-	918,038	1,406,752	888,134	5,250,290
Gain on Disposal	(274,238)	-	4,599	-	-	-	3,433	-	-	-	(266,206)
	<u>67,149,982</u>	<u>4,666,796</u>	<u>5,951,296</u>	<u>3,003,232</u>	<u>483,017</u>	<u>1,964,853</u>	<u>2,992,295</u>	<u>45,453,405</u>	<u>10,578,929</u>	<u>11,020,362</u>	<u>153,264,167</u>
EXPENDITURE											
Salaries and Benefits	6,491,149	12,963,521	2,194,344	90,580	29,340	1,843,854	7,296,381	2,530,213	2,080,187	2,525,079	38,044,648
Goods and Services	4,488,088	1,551,483	7,305,490	2,019,968	279,959	1,815,020	6,236,726	36,301,680	1,958,995	2,820,314	64,777,723
Interest	296,283	-	51,037	-	72,500	-	387,663	-	507,432	373,904	1,688,819
Amortization	8,902,547	-	2,928,033	-	-	-	-	2,683,052	1,121,422	712,116	16,347,170
Accretion	130,993	-	-	-	-	-	-	-	-	-	130,993
Other Expenses	1,440,525	101,411	16,352	145	-	1,205,220	75,728	71,528	5,290	47,349	2,963,548
Vehicle & Equipment Maintenance	426,974	611,413	2,204,054	9,691	2,058	4,355	575,160	359,758	667,180	297,783	5,158,426
Policing Agreement	-	10,159,518	-	-	-	-	-	-	-	-	10,159,518
	<u>22,176,559</u>	<u>25,387,346</u>	<u>14,699,310</u>	<u>2,120,384</u>	<u>383,857</u>	<u>4,868,449</u>	<u>14,571,658</u>	<u>41,946,231</u>	<u>6,340,506</u>	<u>6,776,545</u>	<u>139,270,845</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ 44,973,423</u>	<u>\$ (20,720,550)</u>	<u>\$ (8,748,014)</u>	<u>\$ 882,848</u>	<u>\$ 99,160</u>	<u>\$ (2,903,596)</u>	<u>\$ (11,579,363)</u>	<u>\$ 3,507,174</u>	<u>\$ 4,238,423</u>	<u>\$ 4,243,817</u>	<u>\$ 13,993,322</u>

**THE CITY OF PENTICTON
SCHEDULE OF SEGMENT DISCLOSURE
DECEMBER 31, 2022**

	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	2022 Total
REVENUE											
Taxation	\$ 39,122,903	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,122,903
Sales of Services	1,929,129	3,519,540	2,003,564	2,873,038	390,607	530,212	2,220,499	42,847,261	8,612,757	9,611,171	74,537,779
Government Grants and Transfers	3,523,541	369,390	2,754,732	-	-	207,399	424,182	-	152,338	-	7,431,582
Other Revenue	9,671,046	1,732,356	-	-	-	1,374,640	172,270	7,700	-	-	12,958,012
Other Contributions	544,338	-	533,652	-	-	-	-	663,803	1,318,042	802,320	3,862,155
Gain on Disposal	177,730	-	-	-	-	238,737	82,377	-	-	-	498,844
	<u>54,968,687</u>	<u>5,621,286</u>	<u>5,291,948</u>	<u>2,873,038</u>	<u>390,607</u>	<u>2,350,988</u>	<u>2,899,328</u>	<u>43,518,764</u>	<u>10,083,137</u>	<u>10,413,491</u>	<u>138,411,275</u>
EXPENDITURE											
Salaries and Benefits	6,195,854	11,716,716	2,016,035	207,052	45,227	1,992,643	6,602,374	2,594,734	1,872,727	2,410,677	35,654,039
Goods and Services	6,881,765	1,527,325	7,439,489	1,911,889	298,646	2,225,497	5,081,243	34,635,302	1,796,605	2,635,991	64,433,752
Interest	29,540	-	62,161	-	72,500	-	368,762	-	403,804	270,121	1,206,888
Amortization	8,103,450	-	2,573,875	-	-	-	-	1,605,479	1,213,091	1,001,026	14,496,921
Other Expenses	1,664,633	81,093	19,970	1,285	-	1,160,946	35,895	51,784	6,579	47,669	3,069,854
Vehicle & Equipment Maintenance	468,115	574,856	2,363,703	5,804	7,354	10,101	513,319	274,932	466,883	254,537	4,939,604
Policing Agreement	-	8,620,385	-	-	-	-	-	-	-	-	8,620,385
	<u>23,343,357</u>	<u>22,520,375</u>	<u>14,475,233</u>	<u>2,126,030</u>	<u>423,727</u>	<u>5,389,187</u>	<u>12,601,593</u>	<u>39,162,231</u>	<u>5,759,689</u>	<u>6,620,021</u>	<u>132,421,443</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ 31,625,330</u>	<u>\$(16,899,089)</u>	<u>\$(9,183,285)</u>	<u>\$ 747,008</u>	<u>\$(33,120)</u>	<u>\$(3,038,199)</u>	<u>\$(9,702,265)</u>	<u>\$ 4,356,533</u>	<u>\$4,323,448</u>	<u>\$ 3,793,470</u>	<u>\$ 5,989,832</u>

THE CITY OF PENTICTON
GENERAL REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Taxation	\$ 43,227,018	\$ 43,246,806	\$ 39,122,903
Sales of Services	18,372,562	19,635,322	19,335,456
Government Grants and Transfers	2,624,177	12,172,054	7,279,244
Transfer From Other Funds/Reserves	5,934,661	5,463,801	6,219,921
Other Revenue	10,960,075	15,373,082	12,950,313
Other Contributions	426,712	2,037,366	1,077,990
Sale of Assets	30,000	(266,206)	498,844
Collections For other Governments	23,530,181	25,032,389	23,369,027
	<u>105,105,386</u>	<u>122,694,614</u>	<u>109,853,698</u>
Expenditure			
Salaries and Benefits	31,229,541	31,617,697	29,428,381
Goods and Services	21,451,890	25,542,160	27,405,404
Interest	492,020	807,484	532,962
Principal Payments	1,253,368	1,253,366	1,250,015
Other Expenses	2,990,410	2,839,379	2,963,821
Vehicle & Equipment Maintenance	2,612,244	3,833,705	3,943,252
Policing Agreement	11,315,000	10,159,518	8,620,385
Transfer to Other Funds/Reserves	10,230,732	21,357,927	11,886,973
Transfers to Other Governments	23,530,181	25,067,633	23,353,375
	<u>105,105,386</u>	<u>122,478,869</u>	<u>109,384,568</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>-</u>	<u>215,745</u>	<u>469,130</u>
CHANGE IN FUND BALANCES	-	215,745	469,130
FUND BALANCES, BEGINNING OF YEAR	10,115,549	10,115,549	9,646,419
FUND BALANCES, END OF YEAR	<u>\$ 10,115,549</u>	<u>\$ 10,331,294</u>	<u>\$ 10,115,549</u>

THE CITY OF PENTICTON
RESERVE FUNDS
STATEMENT OF FINANCIAL POSITION
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	<u>2023</u>	<u>2022</u>
Balance, Beginning of Year	\$ 31,882,412	\$ 30,069,059
Add		
Transfers from:		
Revenue Funds	21,315,576	6,110,128
Interest Earned	2,156,920	864,483
Non-Statutory Reserves	13,500,000	-
Deduct		
Transfers to:		
Capital Funds	4,162,968	5,161,258
	<u>\$ 64,691,940</u>	<u>\$ 31,882,412</u>
 STATUTORY RESERVE FUND BALANCES		
Affordable Housing Reserve	273,132	260,175
Alternative Transportation Reserve	237,443	219,833
Asset Sustainability	9,637,874	7,377,259
Capital Reserve Fund	1,283,314	1,644,735
Community Works Reserve	3,133,266	3,064,694
Electric Capital Reserve Fund	8,231,959	5,400,752
Equipment Replacement Reserve	8,745,223	7,314,267
Growing Communities	7,276,715	-
Land Acquisition Reserve	1,304,258	1,235,553
Local Improvement Reserve	1,358,570	1,278,779
Off-Street Parking Reserve	171,753	144,568
Parkland Acquisition Reserve	270,756	221,301
Public Amenity Reserve	163,371	155,621
Sewer Capital Reserve	10,612,381	1,455,497
Tax Sale Lands Reserve	8,725	8,311
Water Capital Reserve	11,983,200	2,101,067
Balance, End of Year	<u>\$ 64,691,940</u>	<u>\$ 31,882,412</u>

THE CITY OF PENTICTON
 RESERVE FUNDS
 STATEMENT OF CHANGES IN FUND BALANCES
 YEAR ENDED DECEMBER 31, 2023
 (UNAUDITED)

	Balance, Beginning of Year	Transfer from General Revenue Fund	Interest Earned	Transfer to/from General Revenue/Capital Fund	2023 Total
Reserve					
Affordable Housing	\$ 260,175	\$ -	\$ 12,957	\$ -	\$ 273,132
Alternate Transportation	219,833	6,500	11,110	-	237,443
Asset Sustainability	7,377,259	2,160,393	408,039	(307,817)	9,637,874
Capital	1,644,735	-	71,137	(432,558)	1,283,314
Community Works	3,064,694	1,610,446	150,580	(1,692,454)	3,133,266
Electric Capital	5,400,752	-	331,207	2,500,000	8,231,959
Equipment Replacement	7,314,267	2,693,518	390,503	(1,653,065)	8,745,223
Growing Communities	-	7,177,000	176,788	(77,073)	7,276,715
Land Acquisition	1,235,553	7,000	61,705	-	1,304,258
Local Improvement	1,278,779	15,716	64,075	-	1,358,570
Off-Street Parking	144,568	19,500	7,685	-	171,753
Parkland Acquisition	221,301	37,500	11,955	-	270,756
Public Amenity	155,621	-	7,750	-	163,371
Sewer Capital	1,455,497	2,935,000	221,884	6,000,000	10,612,381
Tax Sale Lands	8,311	-	414	-	8,725
Water Capital	2,101,067	4,653,000	229,133	5,000,000	11,983,200
	<u>\$ 31,882,412</u>	<u>\$ 21,315,573</u>	<u>\$ 2,156,922</u>	<u>\$ 9,337,033</u>	<u>\$ 64,691,940</u>

THE CITY OF PENTICTON
RESERVES
STATEMENT OF CHANGES IN FUND BALANCES
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	Balance, Beginning of Year	Transfers In	Transfers Out	Interest	Inter-fund Borrowing	2023 Total
Non-Statutory						
Asset Emergency	\$ 4,115,859	\$ -	\$ (415,883)	\$ -	\$ -	\$ 3,699,976
Cemetery Land	133,000	-	-	-	-	133,000
Climate Action	668,510	226,902	(140,862)	-	-	754,550
Election	-	37,500	-	-	-	37,500
Electric Surplus	18,372,976	-	(3,543,216)	-	(1,963,106)	12,866,654
Financial Stabilization	2,743,108	150,388	-	-	-	2,893,496
Gaming	1,848,216	1,658,924	(1,760,791)	-	-	1,746,349
General Surplus	10,115,549	215,745	-	-	-	10,331,294
Investment Income	1,369,942	-	(1,369,942)	-	-	-
Marinas	432,404	72,691	(34,627)	-	-	470,468
Multi-Material BC	1,362,054	578,910	(287,500)	-	-	1,653,464
OAP	102,624	339,719	(40,000)	-	-	402,343
Parking & Revitalization	51,765	-	-	-	-	51,765
Public Art	76,771	-	(76,771)	-	-	-
RCMP	613,000	311,383	(82,874)	-	-	841,509
Sewer Equipment Replacement	350,000	-	-	-	-	350,000
Sewer Surplus	8,000,317	-	(4,463,983)	-	-	3,536,334
Storm Water	610,043	444,302	(128,663)	-	-	925,682
Urban Forest	10,800	2,950	-	-	-	13,750
Water Surplus	10,007,988	-	(4,647,452)	-	-	5,360,536
West Bench Capital	1,185,185	-	-	-	-	1,185,185
West Bench Water	1,253,376	-	(78,336)	-	-	1,175,040
	<u>63,423,487</u>	<u>4,039,414</u>	<u>(17,070,900)</u>	<u>-</u>	<u>(1,963,106)</u>	<u>48,428,895</u>
Statutory	31,882,412	21,315,573	9,337,033	2,156,922	-	64,691,940
DCC	18,760,686	1,035,955	(3,173,223)	881,065	-	17,504,483
	<u>\$ 114,066,585</u>	<u>\$ 26,390,942</u>	<u>\$ (10,907,090)</u>	<u>\$ 3,037,987</u>	<u>\$ (1,963,106)</u>	<u>\$ 130,625,318</u>

**inter-fund borrowing to be repaid by general fund (2023-2033)*

THE CITY OF PENTICTON
RESERVE
GROWING COMMUNITIES RESERVE FUND
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

GROWING COMMUNITIES RESERVE FUND

Receipt of grant

Interest

Deduct Eligible Costs:

Engineering Intersection Design

Decorative Seasonal Lighting

Balance, End of Year

	2023	2022
	<u>7,177,000</u>	<u>-</u>
	176,788	-
	<u>7,353,788</u>	<u>-</u>
	40,294	-
	36,779	-
	<u>77,073</u>	<u>-</u>
	<u><u>\$ 7,276,715</u></u>	<u><u>\$ -</u></u>

DRAFT FOR DISCUSSION - COUNCIL MAY 1, 2024

THE CITY OF PENTICTON
SEWER REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Sales of Services	\$ 9,053,057	\$ 9,120,400	\$ 8,716,757
Government Grants and Transfers	152,338	155,777	152,338
Other Contributions	1,258,132	1,406,752	1,318,043
Transfer From Other Funds/Reserves	543,155	2,544,890	1,152,102
	<u>11,006,682</u>	<u>13,227,819</u>	<u>11,339,240</u>
Expenditure			
Salaries and Benefits	2,144,346	2,080,188	1,872,727
Goods and Services	2,663,735	3,060,084	2,784,821
Interest	500,200	507,432	403,804
Principal Payments	543,155	543,155	538,987
Other Expenses	-	5,290	6,579
Vehicle & Equipment Maintenance	885,827	667,180	466,883
Transfer to Other Funds/Reserves	4,269,419	10,828,473	2,875,341
	<u>11,006,682</u>	<u>17,691,802</u>	<u>8,949,142</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>-</u>	<u>(4,463,983)</u>	<u>2,390,098</u>
CHANGE IN FUND BALANCES	-	(4,463,983)	2,390,098
FUND BALANCES, BEGINNING OF YEAR	8,000,317	8,000,317	5,610,219
FUND BALANCES, END OF YEAR	<u>\$ 8,000,317</u>	<u>\$ 3,536,334</u>	<u>\$ 8,000,317</u>

DRAFT FOR DISCUSSION - COUNCIL MEETING, 2024

THE CITY OF PENTICTON
 WATER REVENUE FUND
 STATEMENT OF OPERATIONS
 YEAR ENDED DECEMBER 31, 2023
 (UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Sales of Services	\$ 10,393,355	\$ 10,153,064	\$ 9,666,171
Transfer From Other Funds/Reserves	78,336	3,983,829	2,441,784
Other Revenue	-	36,164	-
Other Contributions	488,379	888,135	457,065
	<u>10,960,070</u>	<u>15,061,192</u>	<u>12,565,020</u>
Expenditure			
Salaries and Benefits	2,248,739	2,525,078	2,410,677
Goods and Services	2,895,567	3,935,624	3,643,271
Interest	380,951	373,904	270,121
Principal Payments	422,123	422,123	422,123
Other Expenses	34,320	47,349	47,669
Vehicle & Equipment Maintenance	408,617	297,783	254,537
Transfer to Other Funds/Reserves	4,569,753	12,106,783	6,057,314
	<u>10,960,070</u>	<u>19,708,644</u>	<u>13,105,712</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>-</u>	<u>(4,647,452)</u>	<u>(540,692)</u>
CHANGE IN FUND BALANCES	-	(4,647,452)	(540,692)
FUND BALANCES, BEGINNING OF YEAR	10,007,988	10,007,988	10,548,680
FUND BALANCES, END OF YEAR	<u>\$ 10,007,988</u>	<u>\$ 5,360,536</u>	<u>\$ 10,007,988</u>

DRAFT FOR DISCUSSION - COUNCIL MEETING, 2024

THE CITY OF PENTICTON
ELECTRIC REVENUE FUND
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
Revenue			
Sales of Services	\$ 45,355,703	\$ 44,731,063	\$ 43,049,370
Other Revenue	10,300	8,412	7,700
Other Contributions	-	918,038	663,803
Transfer From Other Funds/Reserves	2,458,778	5,976,827	4,316,109
	<u>47,824,781</u>	<u>51,634,340</u>	<u>48,036,982</u>
Expenditure			
Salaries and Benefits	2,215,229	2,530,213	2,594,734
Goods and Services	37,610,689	37,791,192	36,177,750
Other Expenses	88,577	71,528	51,784
Vehicle & Equipment Maintenance	251,100	359,758	274,932
Transfer to Other Funds/Reserves	7,659,186	14,424,865	11,095,590
	<u>47,824,781</u>	<u>55,177,556</u>	<u>50,194,790</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>-</u>	<u>(3,543,216)</u>	<u>(2,157,808)</u>
CHANGE IN FUND BALANCES	-	(3,543,216)	(2,157,808)
FUND BALANCES, BEGINNING OF YEAR	21,833,066	21,833,066	23,990,874
FUND BALANCES, END OF YEAR	<u>\$ 21,833,066</u>	<u>\$ 18,289,850</u>	<u>\$ 21,833,066</u>

DRAFT FOR DISCUSSION - COUNCIL MEETING, 2024

THE CITY OF PENTICTON
STORM WATER
STATEMENT OF REVENUE AND EXPENDITURE
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	2023 Budget	2023	2022
REVENUE			
Sales of Services	\$ 1,197,958	\$ 1,182,806	\$ 957,387
EXPENDITURE			
Salaries and Benefits	313,111	311,029	264,069
Goods and Services	171,750	157,222	125,388
Vehicle & Equipment Maintenance	46,250	38,090	25,964
Transfer to Other Funds/Reserves	666,847	232,163	177,735
	<u>1,197,958</u>	<u>738,504</u>	<u>593,156</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ -</u>	<u>\$ 444,302</u>	<u>\$ 364,231</u>

DRAFT FOR DISCUSSION - COUNCIL MAY 7, 2024

THE CITY OF PENTICTON
CEMETERY PERPETUAL TRUST FUND
YEAR ENDED DECEMBER 31, 2023
(UNAUDITED)

	<u>2023</u>	<u>2022</u>
ASSETS		
Bank Term Deposits	\$ 1,190,183	\$ 1,128,282
Less:		
Due From General Revenue Fund	(89,280)	(68,980)
	<u>\$ 1,279,463</u>	<u>\$ 1,197,262</u>
 SURPLUS		
Balance, Beginning of Year	\$ 1,197,261	\$ 1,152,141
Add:		
Care Fund Contributions	50,251	45,120
Interest Earned	61,951	29,420
	<u>112,202</u>	<u>74,540</u>
Deduct:		
Cemetery Maintenance	30,000	29,420
Balance, End of Year	<u>\$ 1,279,463</u>	<u>\$ 1,197,261</u>

DRAFT FOR DISCUSSION - COUNCIL MAY 7, 2024



Council Report



Date: May 7, 2024 File No: RMS 1610
To: Anthony Haddad, City Manager
From: Courtney Jones, Manager of Financial Planning
Subject: **Q1 2024 - Financial and Corporate Business Plan Update**

Staff Recommendation

THAT Council receive into record the report dated May 7, 2024 titled "Q1 2024 - Financial and Corporate Business Plan Update";

AND THAT Council approve amending the 2024 - 2028 Financial Plan to provide for budget amendments noted in the report.

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.

Organizational Excellence: The City of Penticton will support a culture of service excellence built on good governance, leadership and sound financial decisions.

Background

The 2024 - 2028 Financial and Corporate Business Plan was adopted December 14, 2023. The first quarter report, found in Attachment A, includes activities up to March 31, 2024 and outlines the impacts to the City's revenues and expenses as a result of the first quarter budget amendments, 2023 capital carry forwards and annual forecast, as well as an update on the Corporate Business Plan initiatives. The City of Penticton's 2024 Financial and Corporate Business Plan outlines 27 initiatives that advance Council's Strategic Priorities as well as projects that have been identified by the Senior Leadership Team which will improve service delivery and business functions for the City.

Financial Implication

The City's financial position for the first quarter is stable and remains similar with minimal changes to budget and no changes to forecast at this time.

The following minor financial implications are expected as a result of the budget amendments made to date this year:

- General Operating Fund forecasted draw of \$1.6M, compared to \$1.5M adopted budget draw;

- Electric Operating Fund forecasted draw of \$4.2M, same as approved budget;
- Sewer Operating Fund forecasted surplus of \$1.8M, \$9k decrease from adopted budget;
- Water Operating Fund forecasted draw of \$2.7M, \$9k higher draw than adopted budget.

Analysis

Some highlights from the report include:

First Quarter Budget Amendments

Revenue

The revenue budget has increased \$486k primarily due to successful grants.

Expenses

The majority of the amendments to the expenses is for expenses related to obtaining successful grants. The balance of the increased expenses for the General Fund is for Council approved costs for the pathway extension on Lakeshore Drive and for lease payments and utilities in support of the emergency winter shelter at 1704 Government Street.

Capital

First quarter capital budget amendments total \$402k are for:

- General Capital has increased overall in the first quarter by \$383k, for an inflationary increase for the City Hall elevator refurbishment, an insurance deductible to repair the Community Centre air handling unit, and an adjustment for the 2023 allocation of the BC Active Transportation grant
- Water and Sewer Capital have both increased each by \$9k for additional costs for an upgrade to a trailer which will be primarily used for utility projects.

Amended Budget to Forecast Variances

The first quarter forecast matches the amended budget as at this time there are no projected major variances this early in the fiscal year.

Revenue

Staff monitor key revenue sources that can significantly fluctuate such as sales of service revenue for building permits and recreation revenue, as well as utility revenue. Year to date, these revenue sources are currently trending similar to approved budget amounts. In the case of Building Permit revenue, revenues are currently trending well ahead of expected revenue, however this was anticipated as several large projects paid for building permits early in the year and overall revenue is expected to be similar to budget.

Expenses

Actual expenses for first quarter are currently within budget expectations, with water main repairs significantly lower than the same period as last year.

Strategic Initiatives

- 23 initiatives are on track to be completed by the end of 2024;
- One (1) initiative is considered delayed for the first quarter report. The ComuniTREE Plan release has been delayed to provide staff an opportunity to capture recommendations from the OCP Task Force as well as any changes due to provincial housing policy updates; and
- Three (3) initiatives have been successfully completed in 2024.

Alternate Recommendations

THAT Council direct staff to provide them with further information prior to receiving into record the report dated May 7, 2024 titled "Q1 2024 - Financial and Corporate Business Plan Update".

Attachments

- Attachment A – 2024 First Quarter Update

Respectfully submitted,

Courtney Jones

Courtney Jones
Manager of Financial Planning

Director Finance and Administration <i>AMC</i>	GM Infrastructure <i>KD</i>	GM Community Services <i>KJ</i>	Director Development Services <i>BL</i>	City Manager <i>SLH</i>
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2024-2028

Financial & Corporate Business Plan



City of Penticton

Financial and Corporate Business Plan
May 7, 2024

First Quarter 2024 Update



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 Corporate Business Plan 12

Introduction to Quarterly Updates

The Corporate Quarterly report is produced three times a year to present the City's financial position for the quarter and communicate progress made on Strategic Initiatives.

There are four components within this report:

1. Financial Summary - provides a quarterly update on the City's financial position. Included in this section of the report are summaries for the City's operating and capital funds as well as details on cash & investments, reserves, debt, and a summary of revenue and expenses.
2. Operating Variance Analysis – provides highlights on operating funds for current forecast variances as well as budget amendments made during the quarter.
3. Capital Variance Analysis - provides highlights on capital funds budget amendments made during the quarter. Included in this quarter's capital analysis is the listing of 2023 carryforward projects.
4. Strategic Initiatives - includes progress update on the initiatives detailed in the City's Financial and Corporate Business Plan.

Financial Summary

The 2024 -2028 budget was adopted by Council on December 14, 2023. This first quarter report summarizes the City's overall financial activities up to March 31, 2024. The City's financial position remains stable with minimal or no changes to budget and forecast.

General Fund

After the first quarter, the 2024 forecasted draw from General Fund surplus reserve is slightly higher than budget, with a draw of \$1.6M, compared to adopted budget draw of \$1.5M.

Operating - forecasted draw of \$1.6M

First quarter revenue increases are attributed to successful grants. For expenses, the offsetting expenses related to the grants have been included, along with a few other small amendments for unplanned maintenance and operations. The Operating Variance section below provides a more in-depth analysis of the variances.

Capital - \$15.7M

The General Fund 2024 Capital amended budget is \$15.7M, an increase of \$0.4M from the approved budget of \$15.3M, detailed below in the Capital Variance Analysis section. Many public works projects are commencing in the next quarter with the transition to spring.

Utilities

Electric Fund

Operating – forecasted draw of \$4.2M

The forecasted draw from the Electric reserve is the same as the approved budget of \$4.2M.

Capital - \$8.4M

The 2024 amended budget is \$8.4M, same as the approved budget. The Point Intersection Kinney and South Main work will continue throughout 2024.

Sewer Fund

Operating – forecasted surplus of \$1.8M

The forecasted transfer to Sewer surplus is \$1.8M, which has decreased by \$9k for the 2024 Q1 budget amendments for capital.

Capital - \$3.2M

The 2024 amended budget was increased by \$9k, for a total of \$3.2M. The AWWTP upgrade is a significant capital project and is planned to commence in 2024.

Water Fund

Operating – forecasted draw of \$2.7M

The forecasted draw from Water surplus is \$2.7M, which has increased by \$9k for the 2024 Q1 budget amendments for capital.

Capital - \$14.5M

The 2024 amended budget is \$14.5M, an increase of \$9k from the adopted budget. A major project for 2024 is the Ellis 4 Dam upgrades which is planned to commence later this year.

Cash & Investments

As at the end of March 2024, the City's cash and term deposit balance is \$143.8M, a decrease of \$3.4M over the beginning of year balance of \$147.2M. This decrease is mainly attributed to utilization of annual tax revenue that is received mainly in June/July to fund operations throughout the whole year that are received.

Diversification of current investments can be seen in the table below:

Table 1 Portfolio Allocations (in millions)

Financial Institution	2023 Portfolio Amount	2023 Percentage	2024 Q1 Portfolio Amount	2024 Q1 Percentage
MFA Pooled Investment Funds	\$ 43.3	29.4%	\$ 34.0	23.6%
DUCA Financial	26.7	18.1%	21.3	14.8%
Agrove	2.5	1.7%	2.5	1.7%
FNBK	2.5	1.7%	2.5	1.7%
Tandia Financial	5.0	3.4%	5.0	3.5%
Haventree Bank	5.0	3.4%	5.0	3.5%
Meridian Credit Union	14.1	9.6%	14.1	9.8%
Prospera Credit Union	6.0	4.1%	6.0	4.2%
Scotiabank	5.0	3.4%	5.0	3.5%
Valley First Credit Union	37.2	25.3%	48.4	33.7%
Total	\$ 147.2	100.0%	\$ 143.8	100.0%

Reserves

The City's anticipated statutory reserve balances at the beginning of 2024 is \$57M, and forecasted to be \$39M, at the end of 2024. Mandatory reserve balances at the beginning of 2024 are anticipated to be \$17.5M and are forecasted to be \$13M at the end of 2024 based on the 2024 approved budget. Non-statutory reserve balances at the beginning of 2024 are projected to be \$56M, and are forecasted to be \$31M at the end of 2024.

The City's reserve balances are detailed in the table below and forecasted based on year to date results as well as transfers as approved in the City's 2024-2028 Financial Plan:

Table 2 Reserve Forecast Summary (in thousands of dollars)

Reserve	2023	2024	2025	2026	2027	2028
	Financial Statement	Forecast	Forecast	Forecast	Forecast	Forecast
Statutory	57,415	39,094	38,429	38,865	41,354	44,131
Mandatory (DCCs)	17,504	13,224	12,529	9,029	7,502	4,713
Non-Statutory	55,706	31,112	30,926	35,655	51,793	68,744
Total	130,625	83,430	81,884	83,549	100,650	117,588

Debt

The City’s forecasted debt balance to the end of 2024 is \$28M. Debt is currently represented by issues for the General, Water and Sewer funds. Liability Servicing Cost is legislatively limited to 25% where debt servicing costs cannot exceed 25% of specific municipal revenues of the previous year. A five year forecast of long-term debt is included in the table below:

Table 3 Long Term External Debt Budget Forecast (in millions of dollars)

	2023	2024	2025	2026	2027	2028	2029
	Financial Statement	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Opening balance		\$ 25.02	\$ 27.93	\$ 29.65	\$ 27.36	\$ 26.86	\$ 24.89
Principal Repayment		\$ 2.19	\$ 2.28	\$ 2.30	\$ 1.98	\$ 1.98	\$ 1.34
New debt		\$ 5.10	\$ 4.00		\$ 1.49		
Ending balance	\$ 25.02	\$ 27.93	\$ 29.65	\$ 27.36	\$ 26.86	\$ 24.89	\$ 23.55
Estimated Liability Servicing Cost %	2.5%	3.0%	3.1%	3.2%	2.8%	2.8%	1.7%

In October 2022, Council approved (Council resolutions 339/2022, 340/2022, 341/2022) up to \$12.9M in new debt, for upgrades and expansions at the Advanced Waste Water Treatment Plant (AWWTP), Penticton Ave PRV, and Ridgedale Reservoir. The loan proceeds of \$7.8M for the AWWTP and Ridgedale Reservoir were issued and received in 2023. The remaining loan authorization of \$5.1M for the Penticton Ave PRV is expected to be drawn on in 2024.

In June 2022, Council approved (Council resolution 224/2022) up to \$7.4M in internal borrowing for the Bike Network, Point Intersection Kinney Ave & South Main St, and Fire Hall 2 – 2 bay garage, with repayment over 10 years. Annual repayments are to be funded from existing reserves, currently these borrowings are the City’s only internal debt. At the end of 2023, \$5.4M has been borrowed internally with the remainder anticipated to be drawn during 2024. Repayments of this borrowing began in 2023 and total \$346k.

Revenue & Expense Summary

	2024 Adopted Budget	2024 Q1 Budget Amendments	2024 Amended Budget	2024 Forecast	Amended Budget to Forecast Variance
Revenue					
Municipal Taxation	\$ (46,003,010)	\$ -	\$ (46,003,010)	\$ (46,003,010)	\$ -
Sale of Services	(13,743,687)	-	(13,743,687)	(13,743,687)	-
Electric Utility Revenue	(48,840,029)	-	(48,840,029)	(48,840,029)	-
Sewer Utility Revenue	(9,823,397)	-	(9,823,397)	(9,823,397)	-
Water Utility Revenue	(11,059,284)	-	(11,059,284)	(11,059,284)	-
Storm Water Utility Revenue	(1,576,000)	-	(1,576,000)	(1,576,000)	-
Fiscal Services	(4,146,000)	-	(4,146,000)	(4,146,000)	-
Grants	(3,185,975)	(492,454)	(3,678,429)	(3,678,429)	-
Other Contributions	(5,317,254)	6,500	(5,310,754)	(5,310,754)	-
Development Cost Charges	(1,470,000)	-	(1,470,000)	(1,470,000)	-
Donations	(19,500)	-	(19,500)	(19,500)	-
Total Revenues	(145,184,136)	(485,954)	(145,670,090)	(145,670,090)	-
Operating Expenses					
General Operating	76,410,902	574,954	76,985,856	76,985,856	-
Storm Water	668,870	-	668,870	668,870	-
Electric Utility	43,460,185	-	43,460,185	43,460,185	-
Sewer System	6,764,024	-	6,764,024	6,764,024	-
Water Utility	6,926,364	-	6,926,364	6,926,364	-
Total Operating Expenses	134,230,345	574,954	134,805,299	134,805,299	-
Other Entities Net Taxes	-	-	-	-	-
Net Operating Surplus	(10,953,791)	89,000	(10,864,791)	(10,864,791)	-
Capital Expenses					
General Capital	15,271,465	383,300	15,654,765	15,654,765	-
Electric Capital	8,361,409	-	8,361,409	8,361,409	-
Sewer Capital	3,209,900	9,175	3,219,075	3,219,075	-
Water Capital	14,462,725	9,175	14,471,900	14,471,900	-
Total Capital Expenses	41,305,499	401,650	41,707,149	41,707,149	-
Debt Servicing - Principal Repayments	2,187,651	-	2,187,651	2,187,651	-
Capital Grant Funding	(7,980,000)	-	(7,980,000)	(7,980,000)	-
Transfer To (From) Surplus/Reserve	(10,197,359)	(490,650)	(10,688,009)	(10,688,009)	-
Amortization Offset	(14,362,000)	-	(14,362,000)	(14,362,000)	-
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Operating Variance Analysis

First Quarter Budget Amendments

Revenue - \$486k increase

- The City was successful in receiving the following operating grants:
 - Province of BC Local Government Housing Initiatives grant of \$314k;
 - BC Healthy Communities Plan H Age Friendly grant of \$18k;
 - Union of BC Municipalities Community Emergency Preparedness Disaster Risk grant of \$115k;
 - Union of BC Municipalities Next Generation 911 Funding for \$45k.

Expense - \$575k increase

- General Operating:
 - Increased expenses of \$492k for successful grants mentioned above;
 - Council approved \$30k budget for pathway extension on Lakeshore Drive, which was partially offset by \$15k of savings from another project (Resolution 50/2024);
 - Council approved the operation of an emergency winter shelter, with anticipated costs for 2024 totaling \$25k (Resolution IC109/2023);
 - Budget increase of \$25k for Cemetery operational review;
 - Unplanned maintenance repairs and upgrades at the Indoor Soccer facility totaling \$24k.

Forecast Variances

With it being early in the budget year, the forecasted revenue and expenses match the amended budget. During the first quarter review Staff noted the following items to monitor and adjust accordingly, as needed, throughout the year.

Revenue

- Sales of Service
 - Building Permit revenue till the end of March is 34% of the annual budget and is significantly higher than the first quarter of 2023, and similar to 2022 first quarter.
 - Recreation revenue is slightly higher than first quarter 2023, and currently 34% of budget.
- Electric revenue for the first quarter is \$12.8M, which is 26% of the annual budget. First quarter revenue is similar to this time last year.
- Sewer revenue year to date is \$2.4M, which is 26% of the annual budget. Sewer billing for November to March is billed based on water usage, while from April to October the rates are fixed.
- Water revenue is 19% of the annual budget, which is slightly lower than first quarter last year. Water peak months are May through October each year.

Expenses

- Electric Utility
 - Bulk Energy purchases are \$6.9M for Jan-Feb, compared to the annual budget of \$37M, or 19% of the annual budget.
- Water Utility
 - Water main repairs costs, are currently \$65k, significantly lower than first quarter 2023 of \$140k.

Capital Variance Analysis

First Quarter Budget Amendments

The first quarter capital budget amendments total \$401k, and are as follows:

- *General Capital \$383k*
 - Land \$8k
 - Purchase of land required for Ridgedale Reservoir project funded by the Land Acquisition Reserve.
 - Facilities \$125k
 - \$100k Inflationary increase realized on City Hall elevator refurbishment project funded by the Growing Communities Fund Reserve.
 - \$25k Insurance deductible for Community Centre Air Handling Unit repair funded by the Asset Emergency Reserve.
 - Engineering \$250k
 - Adjustment for the 2023 allocation of the BC Active Transportation grant.
- *Water Capital \$9k and Sewer Capital \$9k*
 - Upgrade for fleet trailer replacement to allow for diversified deployment and small funding adjustment required for mini-excavator purchase (split between water and sewer).

Forecast Variances

The capital forecast is equivalent to the capital budgets as projects may continue into future years, with funding be carried forward to fund the completion of the project.

2023 Capital Carry Forwards

Capital carry forwards are to move previous year budgeted funds into the current budget year to continue and/or complete a project from the prior year. As part of the year end process, prior year capital budgets are reviewed and submitted for carry forward as needed. The total amount of capital carry forward projects from 2023 to 2024 is \$41M. For a full listing of the capital projects being carried forward, please see Appendix A to the report.

Major Project Highlights		
Project ID	Project Description	2023 Carry Forward to 2024
FA-23	Community Centre - Energy & Emissions Reductions Retrofit	48,130
FA-71	Community Centre - BugabooU Renovation	2,200,756
FA-911	Facility Emergency Repairs - Community Centre	1,109,758
FLT-L202	100' Platform Fire Truck (Replace Unit L-202)	2,300,000
TN-AT-01	AAA Bike Network - Lake to Lake Section 1	1,461,677
TN-AT-01.2	AAA Bike Network - Lake to Lake Sections 2-4	354,677
TN-MP-03	Point Intersection	259,265
G-WAT-01	Ridgedale Reservoir Upgrade	4,212,611
WD-IR-04	Aging Irrigation System Infrastructure Renewals	1,276,000
ELEC-ND-04	Underground Conversion Project Coordination	1,000,000
ELEC-NE-08	Utility Scale Battery Storage	1,689,944
AWWTP-S2	Phase 2 of AWWTP Expansion & Upgrades	5,600,383
WTP-IR-01	Penticton Avenue PRV Upgrade	3,126,493
Total Major Projects		24,639,693
Total Minor Projects		16,547,850
Total 2023 Carry Forward to 2024		\$41,187,543

Strategic Initiatives

Corporate Business Plan

To ensure strong public accountability each year the City's Strategic Initiatives are published in the Corporate Business Plan. In 2024, there were a total of 27 strategic priorities and initiatives outlined for completion across City divisions and departments.

For Council's four-year term from 2022 – 2026, their priorities for the City of Penticton include:

- **Safe & Resilient** – Enhance and protect the safety of all residents and visitors to Penticton;
- **Livable & Accessible** – Proactively plan for deliberate growth and focus on community infrastructure to support an inclusive, healthy, safe and desirable place to live;
- **Vibrant & Connected** – Support vibrant and diverse activities creating opportunities for connection; and
- **Organizational Excellence** – Support a culture of service excellence around governance, leadership and sound financial decisions.

Q1 Update

In the first quarter of 2024, City Divisions reported 23 initiatives were on track to successfully complete within their stated timelines, with one (1) initiative being considered delayed. Staff are pleased to report that three (3) initiatives have been successfully completed.

Completed initiatives include:

- **Mobile Integrated Crisis Response Team (MICRT) Program Implementation** – Also known as the Car 40 program. MICRT became operational in the first quarter. This program partners mental health professionals with RCMP officers to provide appropriate health care services when police have been called.
- **Procurement of a New Waste Collection Contract** – Council endorsed the RFP agreement in the first quarter of 2024. The new contract is a regional waste collection contract with the Regional District Okanagan Similkameen and neighbouring South Okanagan and Similkameen communities.
- **Implementation of Expanded Customer Payment Options** – During the first quarter, payment options were expanded so that all City locations can now accept credit cards, subject to a processing surcharge fee. Debit cards and cash remain acceptable forms of payment without associated fees.

Below is a summary of delayed projects:

- **ComuniTREE Plan** – The City's official Urban Forest Plan release date has been delayed slightly to allow opportunities to capture changes as a result of the City's Official Community Plan (OCP) Task Force as well as any impacts from the Provincial Housing Policy changes.

Summary Tables Strategic Initiatives

Safe & Resilient Enhance and protect the safety of all residents and visitors to Penticton	
Initiative	Status
Community Safety Building (CSB) Design Development The CSB will house the Penticton Fire Department, Community Policing, Bylaw Services, Emergency Operations Centre (EOC) and Emergency Support Services (ESS). In 2024, the building’s detail and design phase will be completed to prepare for the release of the Request for Proposals (RFP) for interested firms to bid on the construction of this new City asset. A public consultation opportunity is being prepared for and planned for Q2 2024.	↑
Dam Safety Compliance The City must ensure all dams meet the regulatory requirements and continue to provide safe water retention and storage for the community. This is a continuing initiative that has spanned multiple years. The construction Request for Proposals (RFP) is scheduled to go out in Q2.	↑
Pressure Reducing Valve (PRV) Replacement and Relocation The water main PRV downstream of the Water Treatment Plant (WTP) has reached its end of life. A new high capacity PRV station will be built at the Duncan Avenue Reservoir to provide increased reliability and operational flexibility for the City’s municipal water supply. Detailed design work for the project completed in Q1.	↑
Building Safer Communities Fund (BSCF) Public Safety Canada has committed \$1.2M in grant funding to the City as part of the Government of Canada’s investment to support municipalities with initiatives for at-risk youth. Social Development is leading this program and has committed funds to local programs for youth including Ooknakane Friendship Centre, YMCA of Southern Interior BC and Foundry Penticton. In Q1, Penticton’s free transit initiative for riders under 24-years of age went live with positive responses to-date.	↑
Operational Readiness Analysis The 2023 Council-approved increase in four firefighters has brought the PFD’s staffing model to the accepted best practice for the industry. In 2024, the focus will shift to assessing and evaluating the increase in resources.	↑
FireSmart Program Building on success of the program in prior years, an awareness campaign is planned for the Community Wildfire Resiliency Plan (CWRP). CWRP strives to increase the community understanding of wildfire threats and develop achievable and accountable action items for the City to reduce wildfire risks.	↑
Car40 Program – Mobile Integrated Crisis Response Team Car 40 or the Mobile Integrated Crisis Response Team (MICRT) is a non-enforcement response to substance use, homelessness and mental health issues. MICRT partners dedicated mental health professionals with RCMP officers to provide appropriate health care services when the police have been called.	☑

Livable & Accessible Proactively plan for deliberate growth and focus on community infrastructure to support an inclusive, healthy, safe and desirable place to live	
Initiative	Status
Community Centre Energy Efficiency Upgrades To advance the City’s Corporate Energy and Emissions Plan (CEEP), Facilities will utilize grant funds to complete important energy improvements to the Community Centre. Facilities is working with an engineer on design specifications. Planning for the initial energy efficiency upgrades to be completed in tandem with the annual shutdown in Q3.	↑
Home Energy Loan Program (HELP) Revitalization The HELP program will be re-developed in 2024 to increase uptake by residents. The City of Penticton will utilize a grant from the Federation of Canadian Municipalities to enhance the current HELP application	↑

process allowing applicants to receive upfront approval and funding for qualifying projects. External and internal surveys for improvement recommendations were completed in Q1.	
Points Intersection and Kinney Avenue Improvements To address vehicle congestion and improve safety along the South Main corridor and collector routes improvements for all road users will be completed including: re-design of Skaha Lake Road intersection at Kinney Avenue and a signalized intersection at Galt Avenue and Skaha Lake Road. Roadwork along Skaha Lake Road started in Q1 with South Main Street and Kinney Avenue work planned for Q2.	↑
Advanced Waste Water Treatment Plant (AWWTP) Upgrades This is a continuing multi-year initiative. This work includes the installation of a new secondary clarifier, a new nitrified mixed liquor pump and remediation of the headworks concrete and slide gate. Upgrades will increase AWWTP capacity and replace end-of-life infrastructure. Detailed design work completed in Q1 and the project is scheduled to go out for tender in Q2.	↑
Housing Accelerator Fund (HAF) Project The City applied for grant funding through the Canada Mortgage and Housing Corporation (CMHC) to boost the housing starts in Penticton. Unfortunately the grant application was not successful. The City will continue to direct staff time towards key HAF initiatives.	↑
Accessibility Plan Leadership Social Development is leading the City's newly adopted Accessibility Plan, as per Provincial legislation. Work with internal departments will be undertaken to support implementation of identified accessibility initiatives. A key highlight is the application to the federal government's Enabling Accessibility Fund for Lakawanna Park upgrades to create opportunities and support persons with disabilities.	↑

Vibrant & Connected	
Support vibrant and diverse activities creating opportunities for connection	
Initiative	Status
Arena Feasibility Study A key recommendation of the City's 2021 Civic Places and Spaces report was to conduct an arena use analysis study to inform decisions around the City's existing arenas. The Arena Feasibility Study is scheduled to begin in Q2 which will then be summarized into a final report to Council for recommendations regarding the City's arenas.	↑
Sport & Recreational Needs Assessment In 2024, the Recreation, Arts and Culture department will complete an assessment of sport and recreation needs for the community. The Request for Proposals (RFP) for this project has been drafted and work is expected to commence in Q2.	↑
Maker Lab (Creative Solution) Pilot Project In 2024, the Library is utilizing a provincial grant to develop the Creative Solution project for emerging technology. The project is well underway in 2024, with more than 50 patrons completing the initial technology training and over 50 patrons have participated in related programs so far this year.	↑
Parks Improvement and Enhancement Projects In response to user group requests for improvements to City parks, a number of minor works projects will be undertaken to enhance parks use. Projects will be completed for: Wiltse Fastball Dust Control; Automated Turf Painter; Kiwanis Park Field; and Kings Park Access.	↑
CommuniTREE Plan The City of Penticton is preparing an Urban Forest Management Plan. The urban forest is a buffer between the homes and businesses and climate change impacts. The release of the Plan is slightly delayed to allow additional consideration of Provincial Housing Policy changes as well as the OCP Task Force recommendations.	↓

Organizational Excellence
Support a culture of service excellence around governance, leadership and sound financial decisions

Initiative	Status
CIS Implementation The City's existing utility software needs to be upgraded. This project's implementation will be led by the vendor and requires significant support from the IT and Collections departments. The new version will bring modern features and emerging technologies for improved customer service. In Q1, the project team worked to determine Functional Discovery.	↑
Business Continuity Planning for City Hall The City has identified that an update to the business continuity plan for City Hall is required. The purpose of the plan is to lessen impacts to residents and businesses in the event of an extended system downtime and other emergencies. The project Steering Committee met in Q1 with additional meetings scheduled in Q2.	↑
Digital Transformation Project – Implementation of Microsoft 365 The digital transformation and implementation of Microsoft 365 is a multifaceted project involving all departments and staff at the City of Penticton. Benefits will include easier access to information and modern abilities for collaboration and communication with City staff and outside agencies. In Q1, the IT project team successfully migrated select City departments to the new system.	↑
Introduction of eScribe Meeting Management System Legislative Services will lead the implementation of this new electronic tool for meeting management which will improve efficiencies for meeting processes as well as increasing transparency and access to public meeting documents and reports. The required IT system work was completed in Q1.	↑
City Yards Facility Upgrades Facilities will lead this construction project. In 2024, design development will be completed for planned renovations to the City Yards office buildings and the Electric Utility building. Facilities is overseeing the construction work on the new electrical building. Foundation work will commence in early Q2 and background work continues with user groups on main building and fleet shop design.	↑
City Hall Envelope Review and Design City Hall was opened on June 25, 1966 and has served Penticton well over the years. A review of the building envelope is required to improve the building's operation and energy efficiency. Preliminary work is underway with design and consultation work planned for Q3 2024.	↑
Procurement of a New Waste Collection Contract The City of Penticton is leading the Request for Proposals (RFP) process to secure a new collection contract to include Penticton and neighbouring communities of Osoyoos, Oliver, Summerland, Keremeos and the Regional District Okanagan Similkameen (RDOS). In Q1, Council supported the agreement and amended the Financial Plan for 2025 onwards to allow for the waste collection agreement that will run until 2032.	☑
Emergency Support Services (ESS) Program Enhancements In 2024, there is a need to complete an internal review of the ESS program including items such as: emergency role clarification; volunteer program review; assessment of required training; and development of administrative policies to guide ESS practices.	↑

City Mission

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

Initiative	Status
Implementation of Expanded Customer Payment Options Over the counter service that accept credit card payment methods went live in Q1 2024. Cashier services at City Hall includes credit cards, cash, cheque and bank draft. The associated expenses related to credit card processing will be applied to these transactions to recover costs for the City.	☑

Status	Definition
☑	Complete Initiative was successfully completed
↑	On Track Initiative is on schedule and progress continues towards milestones

↓	Delayed	Initiative is experiencing challenges or delays
X	Not Started	Initiative work is waiting to begin

Appendices

Appendix A – 2023 Capital Carry Forward to 2024 List

General Government Services		
Facilities		
FA-09	City Wide Security - Major System Upgrade	25,996
FA-10	City Yards - Main Building Upgrades	115,000
FA-100	Capital Structure Demolitions	44,991
FA-105	Westminster Centre - Facility Equipment Replacement	20,000
FA-23	Community Centre - Energy & Emissions Reductions Retrofit	48,130
FA-29	Library/Museum - Replace HVAC	30,000
FA-48	RCMP - Facility Improvements	31,881
FA-53	SOEC - Facility Equipment Replacement	10,000
FA-55	SOEC - Replace Hallway Flooring	9,443
FA-59	Community Safety Building	299,848
FA-69	City Hall - Server Room Renovations	94,948
FA-70	City Yards - Electrical Building	1,400,294
FA-71	Community Centre - BugabooU Renovation	2,200,756
FA-74	Soccer Facility - Recover Roof Bubble	303,716
FA-75	Fire Hall 2 - Apparatus Building & Peripherals	379,473
FA-78	City Hall - HVAC Chiller Repair	554,881
FA-81	Cleland Theatre - Facility Equipment Replacement	125,323
FA-86	RCMP - Building & External Upgrades	385,402
FA-87	RCMP - Generator	125,000
FA-88	SOEC - Readerboard Sign	189,480
FA-911	Facility Emergency Repairs	1,109,758
FA-92	SOEC - Cooling Tower Heat Exchanger Replacement	19,316
FA-94	PTCC - Dishpit	196,900
FA-98	PTCC - Lutron Controller	50,000
PW-01	Skaha Marina - Dock	73,049
PW-02	Yards Compound - Fuel Storage & Delivery	136,908
Total Facilities Projects		7,980,493
Information Technology		
IT-01	Hardware - Audio Visual, Security Video	135,032
IT-03	Hardware - Desktop & Cellular Telephones	97,573
IT-04	Hardware - Desktop Computers, Laptops, Tablets	84,637
IT-06	Hardware - Servers & Appliances	179,014
IT-07	Infrastructure - Local Area Network	349,677
IT-11	Hardware - SOEC	47,594
IT-12	Infrastructure - GIS	361,011
IT-13	Utility Billing Software Upgrade	350,000
Total Information Technology Projects		1,604,538
Planning		
PL-01	Official Community Plan Review	95,674
Total Planning Projects		95,674

Protective Services		
Fire Services		
FS-01	Emergency Training Centre Upgrades	14,798
FS-02	Fire Hose Replacement	5,625
FS-03	Equipment Replacement	11,931
Total Fire Services Projects		32,354
Fleet		
Fleet		
FLT-133	1 Ton Pickup (Replace Unit 133)	75,000
FLT-403	Tycrop Top Dresser (Replace Unit 403)	75,000
FLT-41	1 Ton Pickup with Winch Crane (Replace Unit 41)	45,000
FLT-43	Tandem Dump (Replace Unit 43)	300,000
FLT-50	Digger Derrick Aerial (Replace Unit 50)	450,000
FLT-51	Utility Service Truck (Replace Unit 51)	235,000
FLT-54	Single Dump (Replace Unit 54)	479,500
FLT-69	Tractor (Replace Unit 69)	90,000
FLT-86	Snow Plows/Sanders/Blades (Replace Unit 86)	78,260
FLT-9430	Aerator (Replace Unit 9430)	20,000
FLT-B201	Bush Truck (Replace Unit B-201)	9,501
FLT-CTROM	Compost Trommel Screener & Accessories	52,000
FLT-GARAGE	Garage Equipment Replacements	29,025
FLT-L202	100' Platform Fire Truck (Replace Unit L-202)	2,300,000
FLT-PARKS	Parks Equipment Replacements	8,500
FLT-TRAILER	Trailer Replacements	20,000
FLT-TRUCK	Truck Replacements	117,000
Total Fleet Projects		4,383,786
Transportation, Roads & Utilities		
Transportation Network		
TN-AT-01	AAA Bike Network - Lake to Lake Section 1	1,461,677
TN-AT-01.2	AAA Bike Network - Lake to Lake Sections 2-4	354,677
TN-AT-01A	Bike Network Improvements - "Sign Diet"	43,353
TN-AT-03	Sidewalk Network Improvements	542,468
TN-IR-01	Pavement Management Rehabilitation Program	589,912
TN-IR-02	Lanes Pavement Management Program	134,110
TN-MP-01	Intersection Improvements	83,459
TN-MP-03	Point Intersection	259,265
TN-NG-01	North Gateway Transportation Projects	44,706
TN-TC-03	Traffic Calming & Crosswalk Improvement Program	132,263
TN-TC-04	Safe Routes to School	117,757
Total Transportation Network Projects		3,763,646
Neighbourhood Reconstruction		
RC-05	Woodstock Road - Water Main Replacement	130,300
Total Transportation Network Projects		130,300

Storm Water Management		
DC-NE-01	Miscellaneous Storm Projects	111,876
PCR-R2	Penticton Creek Restoration - Reach 2	445,374
PCR-R3	Penticton Creek Restoration - Reach 3	207,585
STC-02	Weather Monitoring Stations	119,907
WD-NE-06	Miscellaneous Dam Projects	14,663
Total Storm Water Management Projects		899,405
Water & Sanitary Sewer Networks		
G-SAN-04	East Penticton Interceptor	85,000
G-WAT-01	Ridgedale Reservoir Upgrade	4,212,611
ROW	Right of Way Acquisitions	20,000
SC-IR-01	Aging Sanitary Sewer Infrastructure Renewals	396,258
SC-MP-01	SOEC Lift Station Wet Well Expansion	125,000
WD-01	100mm Water Main Replacement Program	56,124
WD-IR-03	Industrial Area Fire Flow Upgrades	130,000
WD-IR-04	Aging Irrigation System Infrastructure Renewals	1,276,000
WD-IR-05	Raw Water Main Condition Assessment	73,000
WD-MP-01	Hydrant Installations	36,146
WD-NE-01	Riddle Road Improvements - Water Service & Fire Protection	8,000
WD-NE-03	Ellis 2 Dam Design & Upgrades	67,222
Total Water & Sanitary Sewer Networks Projects		6,485,362
Parks		
Parks & Cemetery		
PK-2020-C1	Lakeview Cemetery Expansion & Upgrades	222,321
PK-2020-P1	Skaha Park Upgrades from Master Plan	412,527
PK-2020-P10	Dog Park Improvements	209,033
PK-2020-P16	Robinson Property Pickleball Courts	42,300
PK-2020-P17	Rotary Point Site Improvements	38,620
PK-2020-P6	Playground Equipment Replacements	50,000
PK-2020-P8	S.S. Sicamous & Rose Garden - Site Improvements	95,128
PK-2022-P10	Kings Park Entry Improvements	19,384
PK-2022-P17	Sudbury Parking Lot Landscaping	5,071
PK-2023-P42	Water Supply, Refill & Wash Stations	4,196
PW-03	Decorative Seasonal Lighting	8,221
Total Parks & Cemetery Projects		1,106,801
Energy & Environment		
Electric & Sustainability		
ELEC-IR-05	Main Street Underground Conversion	200,000
ELEC-ND-04	Underground Conversion Project Coordination	1,000,000
ELEC-NE-03	Carmi Substation Feeders	520,250
ELEC-NE-08	Utility Scale Battery Storage	1,689,944
SP-02	Electric Vehicle (EV) Rapid Charging Infrastructure	366,542
Total Electric & Sustainability Projects		3,776,737

Treatment Plants		
Advanced Waste Water Treatment Plant (AWWTP)		
AWWTP-2	Asset Management Replacement for AWWTP	80,000
AWWTP-20A	Headworks Concrete Replacement	625,000
AWWTP-20C	Bioreactor Gate Replacement	550,000
AWWTP-20J	Main Breaker PDC Replacement	50,000
AWWTP-20N	1990 HVAC Replacement	46,541
AWWTP-20P	Wilson & Marina Way Generators & Flow Meters	170,795
AWWTP-3	Asset Management Replacement for Lift Stations	14,174
AWWTP-A20	Liquid Waste Management Plan Review	34,330
AWWTP-S2	Phase 2 of AWWTP Expansion & Upgrades	5,600,383
Total AWWTP Projects		7,171,222
Water Treatment Plant (WTP)		
W16-04	WTP - Rotork Valve Replacement	80,566
WTP-IR-01	Penticton Avenue PRV Upgrade	3,126,493
WTP-IR-05	WTP - Makeup Air Replacement	182,412
WTP-NE-02	WTP - Building Improvements	177,439
WTP-NE-04	Warren Ave Well Decommissioning	71,570
WTP-NE-07	Okanagan Lake Pump Station Roof Replacement	118,745
Total WTP Projects		3,757,226
Total 2023 Carry Forward to 2024		\$41,187,543



Council Report

penticton.ca

Date: May 7, 2024
To: Anthony Haddad, City Manager
From: Kristen Dixon, GM of Infrastructure
Kelsey Johnson, Director of Community Services
Subject: **Q1 2024 - Capital Update**

Staff Recommendation

THAT Council receive into the record the report dated May 7, 2024, titled "Q1 2024 - Capital Update".

Strategic priority objective

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

Organizational Excellence: The City of Penticton will support a culture of service excellence built on good governance, leadership and sound financial decisions.

This report is intended to ensure Council and the community are informed about the status of the capital program.

Background

On December 14, 2023, Council adopted the 2024-2028 Financial Plan, which included \$41.3 in new capital funding for 2024. In addition, the City carried forward roughly \$41.2M of capital projects from 2023. This report will provide a brief update on all of the larger capital projects or those that may be of higher public interest that are currently underway.

Financial implication

The City has continued to experience the impacts of construction cost escalation and inflationary pressures. There are no financial implications specifically outlined in this report, as the City had set aside roughly \$1.4M of the Growing Community Fund for escalation on previously budgeted capital projects.

Climate Impact

Not applicable.

Analysis

While it is still early in the year, construction season is well underway. The following is a summary of the larger capital projects either carried forward from 2023, or that have started in 2024, as well as a brief status:

Project	Status
Point Intersection	Following completion of the roundabout last year, the intersection of Galt/Skaha Lake Road is now 75% complete. Next phase will see closure of Kinney Avenue and reconstruction of the Kinney Avenue/Main Street intersection. All work will be completed this summer, except landscaping which will be completed in the fall and/or spring depending on planting conditions.
Advanced Waste Water Treatment Plant – Phase 2 Expansion and Upgrades	This is a continuing multi-year initiative. This work includes the installation of a new secondary clarifier, a new nitrified mixed liquor pump and remediation of the headworks concrete and slide gate. Upgrades will increase AWWTP capacity and replace end-of-life infrastructure. Detailed design work was completed in Q1 and the RFP for construction is scheduled for Q2.
Penticton Ave PRV	Detail design work was completed in Q1 and the RFP for construction is scheduled for Q2. Construction is tentatively scheduled to start in the Fall and be completed by Spring 2025.
Utility Scale Battery Storage	Staff are currently developing an RFP for detailed design. The detail design will be completed in 2024 and will develop the specifications for the battery based on factors such as financial payback and grid resiliency.
Water Refill and Wash Stations	5-7 locations are planned for this, including at Riverside, Lions Park, City Hall and various spots at Okanagan (north end) and Skaha Park (south end). The City also applied for Provincial Funding for a cooling station downtown, and has not yet heard.
Skaha Park Splash Pad	The RFP for construction will be issued in Q2. Spray equipment (long lead times) has been pre-ordered from the manufacturer to expedite construction which is anticipated to begin Q3.
Kiwanis Pier Replacement	For 2024, the City will be planning and designing the new pier and surrounding access and landscaping area. Permitting is scheduled to begin in 2024 with construction anticipated for 2025. Public Engagement to begin in Q2-Q3 of 2024.
KVR Trail Planning and Improvements	Staff has carried out a preliminary assessment in collaboration with other departments to establish the project scope. An RFP for consulting services has been

	created and is close to being finalized. RFP will be issued and awarded in Q2.
Dog Park Improvements	Staff has implemented most of the proposed park improvements in the existing dog parks, including upgrades to the surface, accessible walkways, vegetation control, and increased litter pick-up and removal. Most notably, Ellis Creek Dog Park's upgrades are almost finished, and set to open on April 29th to the public. The off-leash space has been under construction since February and improvements to the park includes new surface material, a dog activity area, a dog run area, landscape enhancements, such as trees, shade structure, and seating areas.
Pickleball Courts	Detail Design is 98% complete and staff will be posting the RFP early May. The project consists of development of two new pickleball courts at the Robinson Park (Seniors Drop-In Centre) along with some landscape enhancements for the area. Construction is scheduled for completion in September, based on contractor availability.
Safe Routes to School	Two plans have now been completed, including Uplands Elementary and Carmi Elementary. Upgrades are scheduled to Middle Bench Road and Manitoba Street in support of those completed plans. The Carmi plan will be adapted in 2025 to a KVR Elementary plan. For 2024, the City is going to be completing a plan for Columbia Elementary, and given the recently adopted school changes, working on a plan that will support families relocating from Parkway (and the broader revised catchment area) to the future Skaha Elementary.
Eckhardt Avenue Corridor Reconstruction	Detail design is 95% complete, and staff will be consulting with the neighborhood and impacted stakeholders. An RFP for construction will occur in Q3, with construction tentatively scheduled to start at the beginning of Q4.
Lake to Lake AAA Route – Section 1 (South Main)	Federal and Provincial grants have been announced, and an RFP for construction will be posted shortly with a tentative construction start scheduled for Fall 2024.
EV Charging Stations	Undertaking an RFP for the installation of the EV chargers and associated electrical equipment. Awaiting delivery of the power supply kiosks, which will be wrapped with artwork completed by the Penticton Indian Band.
Riverside Park – Skate Park and Basketball Court Lighting	The final stages of the RFP for the design and supply of the lighting system are underway. Once complete, an RFP for

	the installation of the lights and associated electrical equipment will begin, with work expected to commence late summer.
Sidewalk Network Improvements	<p>An RFP for installation of sidewalk upgrades on Middle Bench Road in front of Uplands elementary school has been issued. Construction is anticipated to be completed over the summer, subject to contractor availability.</p> <p>The detail designs for improvements along Manitoba and Ontario Street are also underway, and RFP's for construction will be issued later this year subject to contractor availability, anticipating construction may occur later 2024 or early 2025.</p>
Traffic Calming and Crosswalks	The City has launched the "Friendly Streets" initiative. This includes an RFP for traffic calming throughout the City which has been issued and is anticipated to start in Q2 pending contractor availability. Locations include: Moosejaw St/Eckhardt Ave, Lee Ave/Cypress St, Lee Ave/Skaha Lake Rd. It also includes community/partnership painting projects at KVR/Jermyn and Ellis/Nanaimo for Q2.
Ellis 4 Dam Upgrades	An RFP for construction has been posted and distributed to the three short-listed contractors that were identified earlier this year as part of the pre-qualification process. Construction is scheduled to start in July 2024 and be completed by year end.
City Yards Upgrades	Brine shed is complete, electrical vehicle bays underway, and fencing/gate improvements are scheduled for Q2 & Q3.
Community Centre - BugabooU	Tender issued for construction of new facility and upgrade to existing. Upon receipt of tender pricing, we will re-engage with the ministry to confirm funding. Once final funding has been approved contract to be awarded with anticipated start of construction in July 2024.
Community Centre – Emergency Repairs	Required HVAC work for basement mechanical room awarded with material on order. Work to commence during annual shutdown in Q3. Electrical replacement of corroded equipment awarded with materials on order. Completion of electrical equipment replacement will be dependent on material arrival. All other remaining outstanding works to be completed as part of the annual shutdown in Q3.
City Hall - Chiller Replacement	Due to long material lead times ETA for equipment is late September. Investigating temporary option for continued cooling through summer months of 2024 prior to

	replacement. Anticipated replacement in late September to early October 2024.
Library/Museum – Electrical Upgrade	Work scheduled for completion in June 2024.
Community Centre – Energy & Emissions Reductions Retrofit	Tender issued for two of the four initiatives with anticipated award and commencement of work in Q4. Remaining two initiatives being issued for tender with anticipated award and commencement of work in late Q4.
Community Safety Building	Initial design of proposed CSB completed. Design under review with RCMP. A public consultation opportunity is being prepared and planned for Q2.
RCMP – Generator Replacement	Material ordered and contract in place for installation. Tentatively scheduled for completion in September 2024 based on material delivery.
RCMP – Chiller Replacement	Tender awarded and material enroute. Scheduled for completion in September 2024.

Alternate recommendations

None, this report is for information.

Respectfully submitted,

Kristen Dixon, P.Eng, MBA

Kelsey Johnson

Concurrence

Director of Finance and Administration <i>AMC</i>	City Manager <i>SH</i>
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Council Report

penticton.ca

Date: May 7, 2024
To: Anthony Haddad, City Manager
From: Blake Laven, Director of Development Services
Subject: Q1 2024 - Economic Development Update

File No: RMS/6750-01

Staff Recommendation

THAT Council receive into the record the report dated May 7, 2024, titled "Q1 2024 - Economic Development Update".

Strategic priority objective

Vibrant & Connected: The City of Penticton will support vibrant and diverse activities creating opportunities for connection in community.

Background

This report provides an overview of the activities that the City has been doing during the first quarter of 2024 to fulfill its economic development function and represents activities by a number of City departments. The report also provides an outline of future economic development initiatives planned for Q2 and beyond.

Planning, Development and Housing Update

Q1 was a strong quarter for development in the City with many projects that were previously in the 'evaluation' stage proceeding to construction. In all, developments representing over \$60 million dollars in construction value were issued permits over the first three months of 2024, with notable projects like Sokana (270 Riverside Drive) and Westmin 795 by Cantiro (795 Westminster Avenue) in the North Gateway and two new day care centres (Wiltse School and Uplands School) getting underway.

City Council, through the first 5 meetings of the year, approved development permits representing 84 new housing units, including one apartment building (Rigsby Street), one downtown mixed-use building (Ellis Street) and several infill projects. Some of these projects have already made applications for building permits, for spring construction starts. Several other housing projects are in various stages of approval, including continued momentum on 1704 Government Street, a mixed use, 1,000+ residential unit, project, which we anticipate Phase I to begin construction later this year.

Development Services participated in the Canadian Home Builders Home Show, which occurred on March 9th and 10th at the Penticton Trade and Convention Centre (PTCC), showcasing the City's permitting program,

solid waste and sustainability programs and general City information. The City was a sponsor of the home show, which continues to be a popular tradeshow providing a venue for the showcasing of new building technologies and the latest in home construction consumer products. 140 vendors participated, selling out the event, with over 3,500 attendees visiting over the 2 days. \$2,500 was raised for SOWINS.

Policy work is well underway on the OCP and zoning bylaw changes incorporating the recommendations from the OCP housing task force and the provincial changes that were mandated by the province during their fall legislative session in late 2023. The process is currently in the public consultation stage, with many public events being hosted by Planning staff and Engagement staff, with many meetings occurring with organizations, groups, individuals and the Penticton Indian Band. Staff anticipate introducing the results of the consultation process to Council along with the proposed regulatory changes to the May 21st council meeting with a Public Hearing scheduled for early June. As this land use work finishes up, the Planning Department, in consultation with Economic Development, will be looking at implementing other aspects of the OCP Task Force Recommendations, such as economic incentives for certain types of construction projects in certain areas of the community and a Housing Action Plan, which is planned to kick off in Q2.

Business Licensing and Short Term Rentals

The City's business licensing program continues to show strong growth, representing over 3,700 businesses, with over 60 new businesses licensed since the start of 2024.

The short term rental licensing program is experiencing a turbulent time. Initially to start the year, many businesses that felt they would not meet the province's new principal residency requirement, which takes effect as of May 1, 2024, chose not to renew their licenses or cancelled their licenses. This resulted in an expected drop in total short term rental licenses. Over the past month, however, Airbnb, the most popular vacation rental on-line platform, has been encouraging businesses advertising on their website to obtain local government licensing before the May 1 rules come into effect. This has resulted in a large influx of applications over the past few weeks (20+ applications). Many of these businesses were operating historically without licensing and many do meet the principal residency requirement, so will be able to operate beyond the May 1 rule change timeline. The total number of licensed STRs currently sits at 388, down from a peak of just over 400 late last year. We have not analyzed the number of those licensed businesses who will meet the new principal residency requirements and those who will not, but anticipate that number lowering somewhat after May 1st.

Start Here Penticton Job Fair, March 20

Economic Development staff participated in the joint City / Chamber and Work BC sponsored job fair on March 20, 2024 at the Penticton Trade and Convention Centre. A yearly event, this year's occasion was the best attended so far with an estimated 979 job seekers. The employer/business tables were sold out, with 48 employers/organizations present, representing many different industries from industrial, hospitality and governmental sectors, among others. The City had two booths at the Job Fair, one promoting careers at the City and the other with general information on the City. The main themes of the City information booth was welcoming new residents to the community and offering free bus passes to Penticton residents under 24 years of age, as part of the U24 program supported by Council through the Building Safer Communities (BCSF) grant program. There was also a learning theatre with 6 presentations throughout the day with topics such as resume building and AI. The City's Communications Department promoted the event heavily.

Provincial Nominee Program – Entrepreneur Immigration Regional Stream

In 2021, the City signed a memorandum of understanding with Community Futures and SOICS to participate in the pilot PNP program being run through the BC Ministry of Municipal Affairs – Immigration Programs Branch. The program allows entrepreneurs from other countries who desire to start businesses in participating communities to have an expedited immigration path, through municipal sponsorship/nomination. After several years of participation, we have seen the first new residents arrive. In total we have seen 5 businesses locate in Penticton through the program and another that has recently been approved. Q1 of this year saw the three partners reconfirm their intent to continue the program through its transition from a pilot program to a permanent one. Q2 will see a review of the types of businesses we want to nominate and a focus on sustainability of the program.

Penticton Airport Support

The City continues to be a strong advocate for Penticton Airport, given its importance to the community. The airport features prominently in our business and resident attraction promotional materials. The City Communication Department sponsors and maintains the main airport website, through partnership with the airport and often amplifies airport and specific airline messaging through our social media and other channels. Despite the news early this year about the decision from Air Canada to cease operations at the airport for the foreseeable future (due, as we understand it to pilot shortages), other airlines have filled the void.

Pacific Coastal Airlines, has recently announced twice daily flights to Vancouver and a larger capacity plane. WestJet has also recently announced an additional daily flight to Calgary, 5 days a week, departing at 6 AM and returning at 10:00 PM. Reception to these additional flights servicing Penticton have been extremely positive and the City's Communications Department continues to promote these changes.

Other Q1 activities:

Economic Development, in partnership with other Departments, continued to support many other ongoing initiatives, including the Welcome Home program, Start Here Penticton, representing the City at business organization meetings (Chamber of Commerce, Downtown Penticton BIA, Penticton Industrial Association, Travel Penticton, Canadian Home Builders Association and others) and general business and development industry supports.

Q2 Look Ahead

BC Economic Development Association Conference, May 6-9

The City of Penticton and the BC Economic Development Association (BCEDA) entered into an agreement last year, where BCEDA would host their annual conference in Penticton for the next 3 years, with the City being the lead sponsor. This year's conference is anticipated to bring over 300 delegates. Economic Development has been involved in the conference planning efforts and is showcasing many different Penticton organizations and venues.

Economic Development Strategy Planning (June meeting)

With the time-horizon of the 2018-2022 5-year economic development strategy past, an opportunity exists to build new strategic direction for the investment in the economic development function at the City. That new strategic direction will begin with a process to bring together various agencies and organizations involved in supporting a healthy economic environment in the City. A facilitator and venue are being secured and hold-the-dates for this June event will be going out shortly. Following the initial event, survey work and other opportunities for input will be provided as we work towards strategic planning of the economic development function at the City in 2025 and beyond.

North Gateway Redevelopment and Investment Strategy

The planning work around the North Gateway area, surrounding the SOEC and PTCC done in 2022 and 2023, is in a technical period with traffic engineering underway and more detailed planning work dealing with City assets and lands. That work will soon be shared with Council and the public for feedback and next steps. Nevertheless, development interest in the area continues to be strong.

Continue partnerships with other City Departments and external agencies

Economic Development also works closely with other City Departments and external agencies to support a strong economy in Penticton. Not mentioned in this report are the City's support for the many other events and programs occurring in the community, like the Canadian Sport School Hockey League Championships hosted to great success in Penticton from March 4th – March 17th and the Ignite the Arts Festival which occurred from March 22nd – March 31st, both of which brought thousands of visitors to the community in typically slow times of the year, and which are multiyear events. The close working relationship between Economic Development and the Event and Tourism function, as well as Travel Penticton's Convention Bureau is integral to ensuring opportunities like these are identified and realized.

Economic Development is also working closely with Public Safety and Social Development on issues that are important to business such as crime and safety, but also things like child care, parking and affordable housing. This work will continue into Q2 and throughout the rest of the year.

Externally, we will continue collaboration with the main business organizations in Penticton, including Travel Penticton, the Downtown Penticton Business Improvement Area, Penticton and Wine Country Chamber of Commerce and the Penticton Industrial Development Association, among many other groups to ensure the City is meeting the needs of these groups.

Financial implication

This report is not recommending any expenditure of funds at this time. Any initiatives discussed are contemplated within existing economic development budgets.

Analysis

The first quarter of 2024 has shown a resiliency within the community with strong development numbers and many community events and activity. Q2 promises to be a busy planning period for the Economic

Development function at the City, with strategic planning workshop planned for June. Staff are recommending that Council receive this report into the public record.

Respectfully submitted,

Blake Laven,
Director of Development Services

Director Community Services <i>KJ</i>	Director of Finance and Administration <i>AMC</i>	City Manager <i>SPH</i>
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Council Report

penticton.ca

Date: May 7, 2024 File No: 5080-01
To: Anthony Haddad, City Manager
From: Julie Czeck, Director of Public Safety & Partnerships and Jamie Lloyd-Smith, Social Development Specialist
Subject: **Q1 2024 - Public Safety & Partnerships Division Updates**

Staff Recommendation

THAT Council receive into the record the report, dated May 7, 2024 titled "Q1 2024 - Public Safety & Partnerships Division Update."

Strategic Priority Objective

Vision: A vibrant, resilient and healthy waterfront city focused on safety, livability and vibrancy.

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

Safe & Resilient: The City of Penticton will enhance and protect the safety of all residents and visitors to Penticton.

Background

The newly formed Public Safety and Partnership Division includes the Social Development Department and the Bylaw Services Department, including the Community Safety Officer Program.

The role of this Division also includes:

- Working with local and regional partners in the social services sector and business community to enhance public safety efforts;
- Building new partnerships with provincial government agencies (BC Housing, Interior Health, Crown Counsel, and other related Provincial ministries) and;
- Coordinating and collaborating with protective services (RCMP, Bylaw Services, Fire) to ensure that the limited resources available are appropriately allocated to meet the needs of the community.

The Public Safety Framework was endorsed in 2022 and includes four key domains:

- **Response** (RCMP, Fire & Rescue, Bylaw & Community Safety Officers & Private Security)

- **Social & Health** (Social Development, Provincial Agencies & Non-Profit Organizations)
- **Community Action** (Provincial Lobbying, Community Engagement & Economic Development)
- **Planning** (Policy Development, Partnership Programs, Affordable Housing & Environmental Design)

Within each of these areas a range of different municipal, provincial and non-profit sectors are involved in leading a range of initiatives, programs and priorities to better serve the community. An operational Public Safety Working Group meets quarterly and includes key representatives from outside organizations and internal city departments that have a significant influence on public safety (RCMP, Fire, Interior Health, the Public Safety and Partnerships Division, Development Services and Infrastructure). The visual below outlines some of the key initiatives under way under each of the four key domains.



Additionally, in December 2023, Council gave endorsement to the City of Penticton’s first Social Development Framework (the “Framework”). The Framework provides a set of guiding principles for the Social Development Department, in addition to six (6) key priority areas for the department that outline which partners and agencies will lead on various social domains.

The six key priorities of the Social Development Framework are:

- Housing;
- Mental Health & Wellness Supports;
- Homelessness;
- Support for People Who Use Substances;
- Childcare, and;
- Food Security.

The integration of public safety and social development are an integral focus of the new Division. Social Development has a key role in addressing overlapping social challenges using a public health response. In the context of safety, the absence of a strong social development response (housing, mental health, substance use services) will result in an elevated strain on emergency services.



Social Development Q1 Updates

Child Care: The City was successful in receiving funding from the Province to partner with the YMCA of the Southern Interior on the renovation of the former Bugaboo University at the Community Centre into the Power Street Child Care Centre. This new childcare facility will see 80 net new childcare spaces to Penticton.

With these new additional spaces, coupled with additional funding to the School District, it is anticipated that Penticton is on track to meet 60% of the 722 net new spaces needed according to the Child Care Action Plan.

Food Security: Social Development, in conjunction with United Way BC – Southern Interior and the Community Foundation of the South Okanagan Similkameen, have been jointly hosting collaborative meetings with key social sector partners who are offering and providing food services for residents. Representatives from the Salvation Army, the Penticton Community Fridge and Pantry (Purple Pantry), Oasis Church Food Cupboard, Bethel Church, Starfish Pack, the Penticton Elks, St. Vincent de Paul St. Ann Parish, and Soupateria collaborate on local needs to address food access, production, and distribution.

These collaborative meetings have started scoping out the needs around food security, key data collection, and strategic initiatives moving forward. Across these various organizations, Penticton has approximately 15 food distribution programs addressing food insecurity across a range of populations. Some initial data from the various food-serving organizations show the increasing levels of demand for residents. Where at one point food organizations were supporting low-income families, it is now middle-class families emerging as the new demographic at food banks given the overall cost of living. Some statistics from the local organizations show the amount of food distribution to meet these new demands, including:

- **Salvation Army Food Bank:** Serves 200 lunches per day, and 20-25 monthly hampers handed out each day. This equates to 1,100-1,200 clients each week, 52 weeks a year.
- **Soupateria:** 33,000 lunches served in 2023.
- **Oasis Church Food Cupboard:** 5,050 individuals served in 2023.
- **Purple Pantry:** serves about 100 individuals per day.
- **St Vincent de Paul St Ann Parish:** 1,293 homes delivered hampers, totaling 1,940 adults and 1,050 children.
- **Bethel Food Pantry:** Since Jan 2023 served over 2,600 individuals representing 869 households (369 of these households have children).
- **Penticton Starfish:** In 2023 served 115 local children and their families, in 13 different schools, every week of the school year with bags of food.
- **School District 67:** With the Feeding Futures grant, School District 67 has significantly increased its breakfast programs and hot lunch programs across the district. This includes over 42,000 school breakfasts across the region and over 12,000 bagged school lunches in Penticton.

This local data corroborates the 2022 data from the British Columbia Centre for Disease Control, which estimates the monthly cost of healthy food for a family of four at \$1,264 in the Okanagan, representing an approximate 23% increase since 2017.¹ This is also shown in the rising increase of child poverty across B.C; according to the First Call Child and Youth Advocacy Society, one in seven B.C. children lives in poverty, and the overall rates of child poverty have increased from 13.3% in 2020 to 14.3%.² Social Development, in partnership with the Community Foundation of the Okanagan Similkameen is working on a collaborative grant application to the Critical Food Infrastructure Grant to access funding for food infrastructure for the various organizations leading this work.

¹ According to the 2023 South Okanagan-Similkameen's Vital Signs [Report](#).

² According to CTV News Vancouver: <https://bc.ctvnews.ca/child-poverty-rate-in-b-c-on-the-rise-according-to-new-report-1.6784379>

Mental Health & Wellness Supports: A key component of the department's work in addressing community mental health and wellness is supporting events that foster learning and connection. To build on the successful partnerships from the past three (3) years, the department has taken a collaborative role in partnering with local Indigenous partners to both celebrate and bring awareness to our shared work in truth and reconciliation.

Housing: In March 2024 Social Development and Planning launched the City's first affordable housing reserve program pilot. Under this pilot, staff will continue to deliver on Council's priority of attainable housing by providing pre-development funding to get housing projects 'shovel ready' for future capital grant applications. The program launched in the beginning of April, and discussions with 100 More Homes have already prompted collaboration on future projects. The program has already received its first application from a local non-profit.

Homelessness: Social Development supported 100 More Homes in facilitating the Emergency Winter Response shelter for the 2023-24 season. Staff are working to bring further information to Council around 2024 winter shelter opportunities, including data related to the 2023/2024 shelter experience.

Supports for People Who Use Substances: In collaboration with the local Community Action Team (CAT), the City has been supporting a local substance use system-of-care project to determine what substance use services exists, and where there are gaps in service. Next steps of this project will look at planning what interventions are needed to support people using substances. This project is completing its final research, and further information on this project will be brought in Q2 updates.

Equity, Diversity and Inclusion: In supporting Council's priority of a safe and resilient community, the Division will lead the development of an Anti-Harassment Bylaw, following Council's resolution on February 20, 2024, in consultation with the RCMP, Community Services and the Communications and Engagement teams. The development of an anti-harassment bylaw is a strategy that aims to reduce incidents of street harassment and increase a sense of community safety in public spaces. The planning and research is underway, with an expected engagement process to begin in Fall 2024.

Social Development has also been supporting the implementation of the City's Accessibility Plan. This includes applying for the federal Enabling Accessibility Fund to make the Lakawanna Park upgrades more accessible and taking stock of existing accessibility initiatives underway. The Accessibility Committee has been reviewing key essential priorities moving forward. As the community heads into event season, current focus has been looking at the accessibility requirements of events throughout the summer.

Bylaw Services Q1 Updates

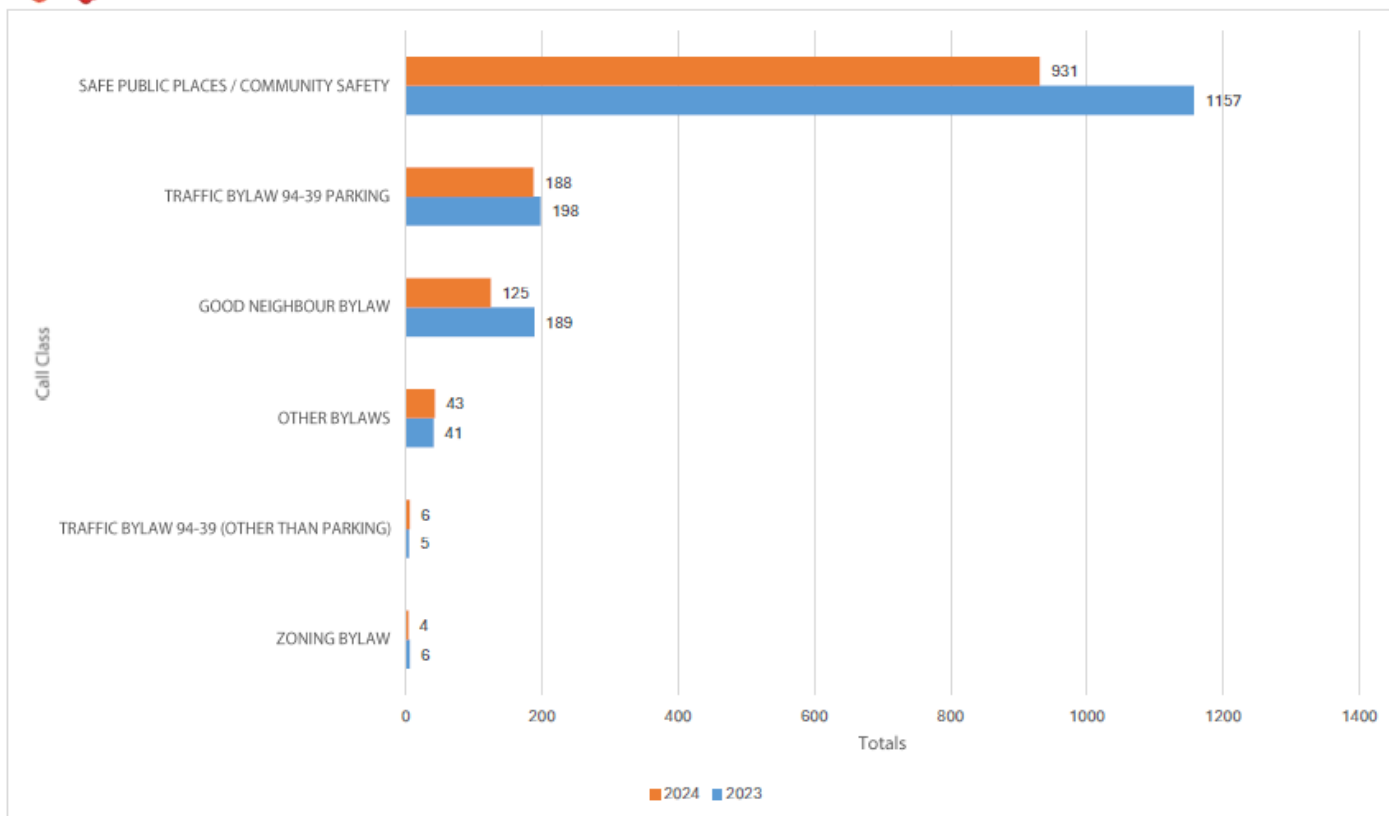
The Bylaw Services team supports and upholds City bylaws, with the primary goals of ensuring public safety, maintaining community standards, and managing behavioral and nuisance issues in public spaces. The Bylaw Services team is currently budgeted for 17 staff (plus relief). In 2021 the City introduced the Community Safety Program as part of Bylaw Services. The program began with 2 officers working 5 days a week from 8am-5pm and grew to 8 officers working 7 days a week with the goal of providing service until 11pm.

Calls for Service/Types of Calls

Quarter 1 of 2024 (January – March 31, 2024) included 1,295 completed calls for service; this is approximately 15% lower than the same time period last year (1,489 in Q1 2023). The Safe Public Spaces/Community Safety Bylaw represented 931 of the 1,295 calls for service, representing close to three-quarters of all completed calls (71%). The top five enforcement issues within the Safe Public Places Bylaw included: loitering in a public place, abandoned property, display or use of controlled substances in public spaces, removal of encampments, and disorderly conduct.



Call Class Breakdown – Q1 2024 v 2023

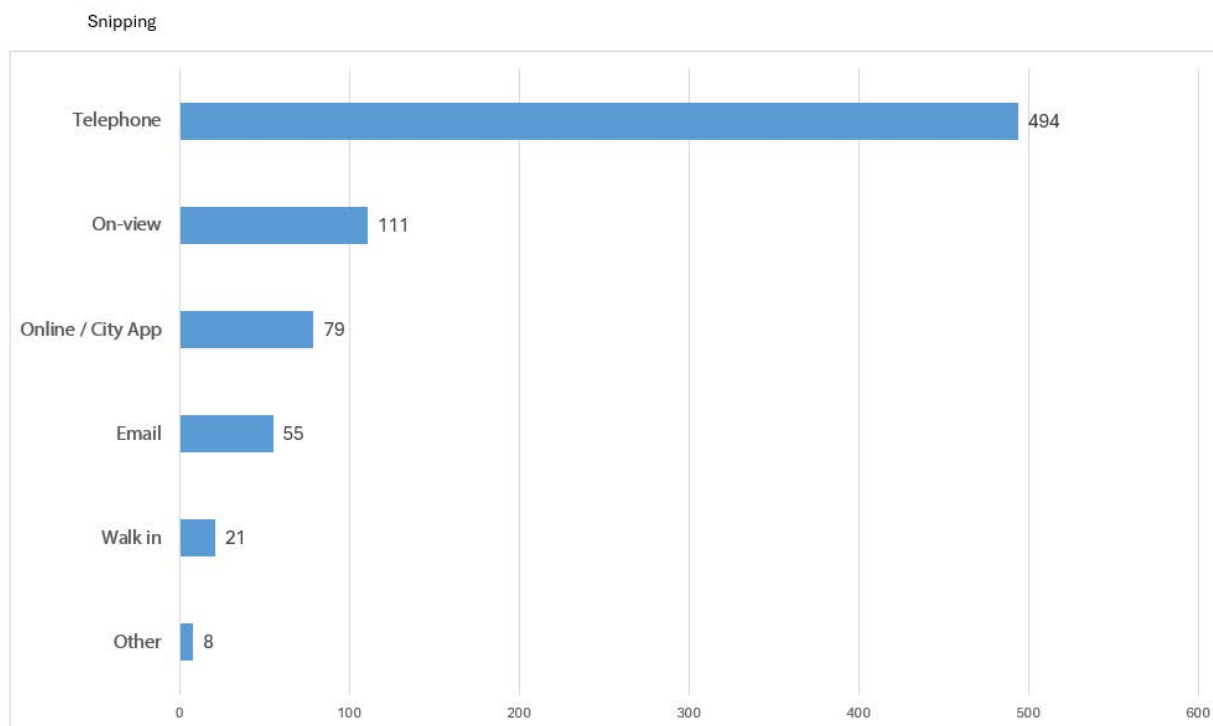


Within enforcement of the Traffic Bylaw, officers completed 188 calls in Q1 2024 (189 in 2023). Furthermore, in Q1 officers issued 1,789 bylaw offence notices for observed violations, totaling approximately \$32,225 in fines (up from approximately \$30,630 in Q1 2023). The Good Neighbor Bylaw saw 125 calls for service in Q1 2024 (down from 189 in Q1 2023), with key enforcement activities including remediation of unsightly properties, resolving noise concerns, and snow/ice on the sidewalk over the winter months.

The number one way for residents to reach Bylaw services remains over the phone; however, a large number of issues are resolved “on view” – meaning that officers pro-actively address a given concern or issue while in the community without a call for service. With the implementation of foot patrols in early April, and as more staff get onboarded in the department, it is anticipated that “on view” files may increase.



Method of Call Receipt – Q1 2024



Moving Forward

Organizational Excellence - Operational Improvements

2024 began with staffing changes in the department, including changes that resulted in vacancies in key leadership and officer positions. The decreased staffing capacity has resulted in a temporary reduction in service hours (6:00am – 6:30pm) and the hiring of these key positions is underway. Existing staff continue to respond to all bylaw enforcement calls, including community safety concerns. Through this transition period, the Department is examining ways to improve service delivery by reviewing procedures, policies, training, and data collection practices to ensure the most effective and professional service that the community expects and deserves.

Partnerships & Engagement

Community partnerships are essential for effective public safety governance. By engaging with partner services through targeted presentations and discussions, valuable insights into community needs emerge. For example, during a recent meeting with key members of the Industrial business community, the City, RCMP, and Bylaw Services listened to concerns about the impact of crime on businesses.

Following this engagement, changes were initiated to address these concerns. These changes included increasing RCMP presence and conducting proactive patrols by frontline teams and the Crime Reduction Unit in high-concern areas. Additionally, a revamped Repeat Offender Management Program was implemented to target prolific property crime offenders. Bylaw Services teams have also scheduled foot patrols in hot spots and plan to introduce bike patrols for the upcoming summer season.

Furthermore, Crime Prevention Through Environmental Design (CPTED) remains a recommended and free service for all businesses and residents. CPTED focuses on how the design and layout of buildings, parks, streets, and other spaces can influence human behavior, either discouraging criminal activity or creating opportunities for it.

The Division has also engaged in discussions with BC Housing, social sector agencies, and shelter and supportive housing operators to develop collaborative strategies for managing the increased activity of unhoused individuals in the community as the weather warms up. Both the City and service providers are committed to supporting residents and minimizing the impact on the community.

To empower community members to contribute proactively to public safety, initiatives such as the "See Something, Say Something" visual aids have been refined (below). These aids clarify when to contact bylaw versus RCMP and are available on the City website and will be available in printed formats at key functions and events.

IF YOU SEE SOMETHING SAY SOMETHING

Emergency Crimes - RCMP
YOUR CONCERN CALL: **250-492-4300**

- Is it an immediate threat to safety or health of ANY individual? **911**
- Is there a likelihood that someone may need to be removed or arrested?
- Is someone trespassing or unwanted on private property?
- Does it involve open drug use, drinking in public, or someone experiencing a mental health issue?
- Does it involve a theft?
- Do you want to report suspicious activity, people or abandoned vehicles?
- Do you want to report noise issues that require immediate response?
OR A noise taking place at night?

FOCUS ON SAFETY  

IF YOU SEE SOMETHING SAY SOMETHING

Non-Emergency Matters - BYLAW
YOUR CONCERN CALL: **250-490-2440**

- Is it an immediate threat to safety or health of ANY individual? **911**
- Is someone abusing public spaces, i.e. damage to City property, loud music in a park?
- Is it a parking, or non-moving traffic-related complaint?
- Is it regarding maintenance of private property?
- Do you want to report a daytime or ongoing noise issue?
- Does it involve camping in a municipal open space?
- Is it related to discarded drug paraphernalia/sharps in a public space?
- Is it a domestic animal related concern? **ANIMAL CONTROL**

FOCUS ON SAFETY  

Collaboration among the RCMP, Fire Department, and Bylaw Services is crucial for enhancing safety in the community. Each of these entities plays a unique role in ensuring the safety and well-being of residents, and when they work together effectively, they can address various aspects of public safety comprehensively. Here are some key activities that will be the focus of future work:

- ***Regular Joint Meetings and Communication:*** Bi-weekly meetings between Bylaw and RCMP are established to discuss ongoing initiatives, share updates, and address emerging issues. The Public Safety Working Group provides an avenue for additional partners from Fire, internal city departments and Interior Health to also provide regular information/updates.
- ***Sharing Data and Intelligence:*** Discussions are underway regarding the development of information sharing agreements and processes for sharing relevant data between RCMP and Bylaw, such as crime statistics, incident reports, and community feedback. This shared information can inform decision-making processes and help identify trends or patterns that require collaborative intervention.
- ***Community Outreach, Communication and Engagement:*** This will include hosting community events, distributing educational materials, and conducting joint safety campaigns. Initiatives in Q1 included meetings with various business and social sector partners in the community, community events such as the United Way Drive Through Breakfast, and a joint clean up of a large encampment at the Esplanade.
- ***Addressing Root Causes of Safety Concerns:*** This will involve conducting joint assessments of high-risk areas, implementing targeted enforcement actions and foot patrols, and partnering with local organizations or stakeholders to implement preventive measures (i.e. Crime Prevention Through Environmental Design initiatives, Project 529, Catalytic Converter Campaign, Property Compliance Teams).
- ***Evaluation and Continuous Improvement:*** Public safety stakeholders will regularly evaluate the effectiveness of collaborative efforts and identify areas for improvement. We will solicit feedback from stakeholders, review performance metrics, and adjust strategies as needed to ensure ongoing progress towards enhancing community safety.

By focusing on key activities, coordination between protective services, we will foster a culture of collaboration, coordination, and innovation that ultimately leads to safer and more resilient communities.

Financial implication

N/A

Climate Impact

Social crises and public safety disproportionately challenge vulnerable populations as they relate to extreme heat events, community safety, health outcomes, food security, poverty, community livelihood, housing and access to services. The creation of a safe community will in turn lead to more positive social impacts that build a climate resilient community.

Analysis

In Q1 of 2024, the new Public Safety and Partnerships division has made considerable progress in integrating the non-enforcement and enforcement approach to public safety and wellbeing. In particular, Social Development has made significant progress in implementing the Social Development Framework in the areas related to Child Care, Food Security, Mental Health & Wellness Supports, and Equity, Diversity and Inclusion (EDI). Bylaw Servies has also undergone operational changes to enhance its service level for the community. Going forward, the Public Safety and Partnerships division will further fortify integrated services and initiatives to enhance public safety for all residents.

The provincial government has also indicated that it will ask Health Canada to recriminalize use of drugs use in public places, which is line with the City’s Safe Public Spaces Bylaw passed in 2023. Staff will work with RCMP on any needed operational changes in anticipation of the request being granted.

This report is being presented to Council for information. Staff are recommending that Council receive this Q1 2024 update on Public Safety & Partnerships into the public record.

Respectfully submitted,

Julie Czeck
Director of Public Safety & Partnerships

Jamie Lloyd-Smith
Social Development Specialist

Concurrence

Director of Community Services <i>KJ</i>	Director of Development Services <i>BL</i>	GM of Infrastructure <i>KD</i>	City Manager <i>SAH</i>
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Council Report

penticton.ca

Date: May 7, 2024
To: Anthony Haddad, City Manager
From: Supt Beth McAndie, Officer in Charge: Penticton
Subject: Q1 2024 – RCMP Update

File No:

Staff Recommendation

THAT Council receive into the record the report dated May 7, 2024, titled "Q1 2024 – RCMP Update".

Strategic priority objective

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

Background

The Penticton RCMP is committed to providing timely information about current and emergent policing issues and outcomes. This Report offers a general overview and analysis of select crime data in Penticton between January 1, 2024 and March 31, 2024.

Analysis

Total Calls for Service in Q1 of 2024 was 3,800 we are down 2% from last year which is a difference of 85 files.

Violent Crime

During the first quarter, reported sex offences encompassed a range of offenses including child pornography, distribution of intimate images without consent, indecent exposure, luring children online, sexual assault, sexual interference, and voyeurism. This quarter (Q1) noted a 21% increase (29 files) in reported sexual offences from (Q1) in 2023 (24 files). A review of the 5-year average indicates that there has been a 16% increase in sexual offences reported to police. Some considerations that may contribute to the noted increase are: the creation of the Penticton RCMP's Special Victims Unit in 2019, improved relationships and collaboration with the South Okanagan Women in Need Society, an increase in training and engagement with youth resulting in an improvement in supporting victims of sexual violence, leading to an increase in reporting to police. In the province of BC from 2020 to 2024 there was a significant increase in reported incidents involving the accessing, possession and distribution of Child Sexual Abuse Material. These increases were observed locally and are reflected in the statistics.

Regarding utter threats, a significant portion (38%) involved threats made to individuals during their employment, such as security guards or social services personnel, while over half (51%) involved parties with prior acquaintance.

Property Crime

Business Break & Enter incidents predominantly involved entry through broken glass windows/doors or damaged doors, with theft occurring in nearly half of cases, often targeting cash. Notably, a series of B&Es at fast food establishments involved the theft of safes, leading to the identification and arrest of a repeat offender. This quarter (Q1) noted a 95% increase (37 files) from quarter (Q1) in 2023 (19 files), a review of the 5-year average indicates that Business Break and Enter are down more than 30% from 2019.

In contrast, other Break & Enters primarily targeted sheds and storage areas, with tools being the most commonly stolen items. Bicycle thefts are often reported in this quarter due to the transition from fall to spring, the theft often occurring sometime between when the bike was stored in the fall and not being noticed as missing until the spring. Other bike thefts frequently occurring outside the owner's residence, unsecured in the yard.

Crime Reduction

The Repeat Violent Offender Program in collaboration with partner agencies remains an integral strategy in reducing crime within the city. Recently, a newly adopted methodology facilitated the revitalization of the detachments Repeat Offender Management program. This strategy focuses on data-driven responses and investigations focusing on repeat offenders involved in property crime activities.

Inadmissible Patrons Program

A pilot project for the Inadmissible Patrons Program has been initiated for the summer of 2024. The project team had identified a select group of licenced establishments and large hotels within the community to assess the feasibility and impacts of this program within the municipality.

An Inadmissible Patron is a person whose lifestyle, associations or activities poses a risk to public safety, either directly or from third parties. This definition reflects that it is the high-risk behaviour of these individuals and groups that is of primary concern.

Community Policing

March was Fraud Prevention Month and a priority for our Community Policing Team. The Penticton Regional Community Policing Team engaged with various groups and School Districts within the Penticton South Okanagan Similkameen Regional Detachment Area and were able to present on topics such as Fraud Prevention, Internet Safety, and understanding Consent. The team has also engaged and provided guidance to local businesses impacted by property crime by providing four (4) Crime Prevention Through Environmental Design assessments.

Restorative Justice Program

The Restorative Justice Program focuses on the rehabilitation of offenders through reconciliation with victims and the community at large. This program seeks to repair the harm by providing an opportunity for

those harmed and those who take responsibility for the harm to communicate about and address the needs in the aftermath of a crime.

During this quarter there were eleven (11) referrals made to the Restorative Justice Program.

Integrated Crisis Response Team (ICRT)

Although the ICRT has only been up and running for three months the initial reports have given us reason to believe it is a complete success. Data collection revealed that since January 2024, there have been 300 interactions which includes client contacts where meaningful interactions were had, resources were provided, partner meetings and or other outreach was conducted.

2024 Metrics

The following includes standardized indicators from the Canadian Police Performance Metrics Framework. All indicators relate to the City of Penticton:

<i>Calls for Service</i>	Q1 2023	Q1 2024	% Change 2023 to 2024
Total Calls for Service	3,885	3,800	-2%

<i>Violent Crime</i>	Q1 2023	Q1 2024	% Change 2023 to 2024
Assault (Common & With Weapon/Cause Bodily Harm)	107	100	-7%
Sex Offences	24	29	21%
Uttering Threats	57	69	21%
Intimate Partner Violence (Violent Crime Only)	45	25	-44%
Violent Crime - Total	250	255	2%

<i>Property Crime</i>	Q1 2023	Q1 2024	% Change 2023 to 2024
Auto Theft*	40	38	-5%
Bicycle Theft	11	19	73%
Break & Enter - Business	19	37	95%
Break & Enter - Residence	19	19	0%
Break & Enter - Other	11	17	55%
Mischief to Property	462	260	-44%
Theft - Other	95	99	4%
Shoplifting	100	126	26%
Theft from Vehicle	110	46	-58%
Fraud	85	72	-15%
Property Crime - Total	989	764	-23%

Criminal Code & CDSA	Q1 2023	Q1 2024	% Change 2023 to 2024
Total Criminal Code & CDSA Files	1,652	1,362	-18%

Top 10 Calls for Service - Penticton Detachment (Municipal)	
Initial Call Type	# of Calls
Unwanted Person	354
Check Wellbeing	337
Theft	221
Alarm	209
Assist Other Agency	205
Disturbance	196
Suspicious Circumstances	183
Suspicious Person	136
Assist Police/Fire/Ambulance	134
Mischief	132

Conclusion:

The metrics and related data provided within this report are continuously monitored and used by the RCMP to inform, through evidence-based analysis, our decisions and responses to crime and public safety in Penticton; including that of advocacy for system changes at the Provincial and National levels. The Penticton RCMP Officer in Charge (OIC) continues to drive transformative change with a focus on sustainable workloads, appropriate staffing levels, and wellness of all members of Penticton Detachment. By taking care of our people, increasingly using intelligence and data-led targeted enforcement to deploy finite resources, the Penticton RCMP is “Policing for Greater Impact” in our community.

Respectfully submitted,

Beth McAndie

Superintendent Beth McAndie
Officer in Charge
Penticton South Okanagan Similkameen Regional RCMP Detachment

Concurrence

City Manager <i>SAH</i>

Council Report

penticton.ca

Date: May 7, 2024
To: Anthony Haddad, City Manager
From: Jeff Plant, Sport and Event Supervisor
Subject: **2025 Adventure Racing World Championships**

File No: 8100-02

Staff Recommendation

THAT Council support the 2025 Adventure Racing World Championships to be hosted in Penticton in September 2025;

AND THAT Council approves financial funding of \$40,000 in cash and \$10,000 value in-kind to the event organizer, Hoodoo Adventures, to be included and funded in the 2025-2029 Financial Plan.

Strategic priority objective

Vision: A vibrant, resilient and healthy waterfront city focused on safety, livability and vibrancy.

Vibrant & Connected: The City of Penticton will support vibrant and diverse activities creating opportunities for connection in community.

Background

The Adventure Racing World Championships (ARWC) is a commercial event, owned by Adventure Racing World Series (ARWS). In the absence of an international governing body for the sport, and without other international competitive series, ARWS is the de facto international standard for adventure racing.

Hoodoo Adventure Company is a Penticton based business that operates a variety of outdoor adventure programming, including events. They have previously hosted three editions of Expedition Canada as qualifying races for the ARWC. Previously, Council has supported Expedition Canada as a precursor to hosting the World Championships.

Hoodoo Adventures was successful in their bid to host the 2025 World Championships in Canada and have signed a contract with ARWS. Confirmation of Penticton as the host city is subject to ARWS acceptance of the funding level approved by Council. The City of Penticton has already provided \$2,000 to support marketing initiatives, during the bid phase, at the 2023 World Championships in South Africa.

Proposal

A proposal for funding support from Hoodoo Adventures (Attachment A) is presented for Council’s consideration. Hoodoo Adventures is requesting \$50,000 in sponsorship for the event. In return for the sponsorship, the City of Penticton will receive:

- Acknowledgement as the Host City.
- Positive brand association - adventure destination, outdoor living, healthy lifestyle, adventure sports, hosting reputation.
- Logo placement and promotion – website, advertising, newsletter, podcasts.
- Exposure on all media including television, social media, website and live tracking.
- Access to event imagery.
- Exposure to an affluent international market.
- Affirmation as an international sport host.
- Legacy Projects - \$10,000 budgeted for trail projects.
- Site of opening and closing ceremonies, expo, parade and conference.

Financial implication

If approved by Council, this one time funding of \$40,000 in cash and \$10,000 value in-kind will be referred and included in the 2025-2029 Financial Plan with funding to be determined during the budget process. The proposed \$50,000 in funding is partially offset by ARWS requirement for Hoodoo Adventures not to run the Expedition Canada qualifier event in 2024 or 2025. The City has been providing \$12,000 per year in funding for Expedition Canada.

Analysis

The ARWC is scheduled for September 22 to October 6, 2025.

This event scored higher than any 2024 events in the event evaluation matrix. Based on data provided by the organizer, the estimated total economic impact of the ARWC is \$4.2 million.

Comparative historic funding levels for similar events:

Event	Annual Funding	Economic Impact
Okanagan Granfondo	\$100k	\$10.9M
CSSHL	\$100k	\$4.8M
BCHL	\$50k	\$443k
Dragon Boat	\$12k	\$2.3M

Hosting the ARWC is consistent with the objectives of Penticton’s Event Hosting Framework. The event is at a desirable time of year, generates meaningful economic activity, is a human powered endurance sport, develops new or under-utilized competitive venues, maintains and enhances Penticton’s international hosting reputation, enhances the attractiveness of the community and has a legacy component.

The ARWC will attract 440 athletes and an additional 1700 spectators and support crews. The event will run for 14 days with participants staying in Penticton for at least 5 nights. Registration and an expo will be open

for 2 days in Penticton prior to the race. Athletes will be transported to a remote starting point. Participants then traverse an 800km course, through a variety of terrain by running, mountain bike, kayak and rope work. The race course is open for 10 days. The fastest teams will finish in 5 days.

It is anticipated that this event will generate significant international interest supported by broadcast media, online platforms, social media and print media. See the attached Exposure Report from the 2023 ARWC in South Africa.

The impact of this event is tempered by that fact that the majority of the race is not in Penticton and the participants and many crew will not be in Penticton between the start and the finish.

The event route is not published in advance, as this is a navigational event. The organizers have prepared four separate routes in case of wildfire or other disruption.

Alternate recommendations

Council may not wish to support the proposal as brought forward by staff.

Attachments

Attachment A – Hoodoo Adventures ARWC Proposal

Attachment B – ARWC EI Estimate

Attachment C – Exposure Report Adventure Racing World Championships – Expedition Africa 2023

Respectfully submitted,

Jeff Plant
Sport and Event Supervisor

Concurrence

Director of Finance & Administration 	Director of Community Services 	City Manager 
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Adventure Racing

WORLD CHAMPIONSHIPS 2025

ADVENTURE RACING is the ultimate race of human endurance. Teams of four athletes race nonstop, day and night, through courses up to 800km in length. Each course is a unique journey, including legs of mountain biking, trail running, kayaking and rope work.

Teams must navigate using map and compass only through remote wilderness checkpoints. They battle not only other teams, but extreme fatigue, sleep deprivation and unpredictable weather.

\$50,000 Investment from Host City



Expedition Canada Organizing Team...

- Decades of experience
- Owners of the longest standing adventure races in the country
- Previous Management of Whistler Blackholm
- Founder of Crankworx Whistler
- 8 World Championships races & 2010 Whistler Olympics
- Extensive experience in sport and television production including; World's Toughest Race – Eco Challenge, Million Dollar Mile, Survivor, Alone, Race to Survive Alaska, Get out Alive and more...



AR
WORLD SERIES



Culture and Community

- Connection to Penticton:
 - ✓ Penticton would be the Host City
 - ✓ 7000+ night stays over a 14-day period.
 - ✓ Finish line would be in Penticton.
 - ✓ All opening/closing ceremonies, expo, parade and conference, would also take place in Penticton.
- Encourages engagement with local businesses, suppliers, services, and attractions.
- Adventure Racing immerses the racers in local culture
- Engages the local community
- Creates a legacy through a legacy project for trails and youth
- Has a positive impact future event hosting – opens doors

Economic Impact

- Time of year – September 22 – October 6, 2025
- # of racers, families and support crews = 1700+
- Length of stay – 14+ days
- 7000+ night stays for the host city (1700+ participants staying in host city at least 5 nights over the 2 weeks)
- Origin of visitors - National (20%) and International (80%)
- Eyes on Penticton as a destination - millions

PRE EVENT

Teams tend to arrive at least a week before the event to adjust to the time change and explore the area.

2 DAYS BEFORE RACE START

Registration and gear checks.

Flag Parade & Opening Ceremony

Prologue

Media and Support Meetings

Gear Handout

RACE DAY 1

Bus to start line

Maps handout/Lockdown/Captain meeting

RACE DAY 2-5

Teams on course.

RACE DAY 5

First team expected to Finish.

RACE DAY 6-10

Teams crossing finish line.

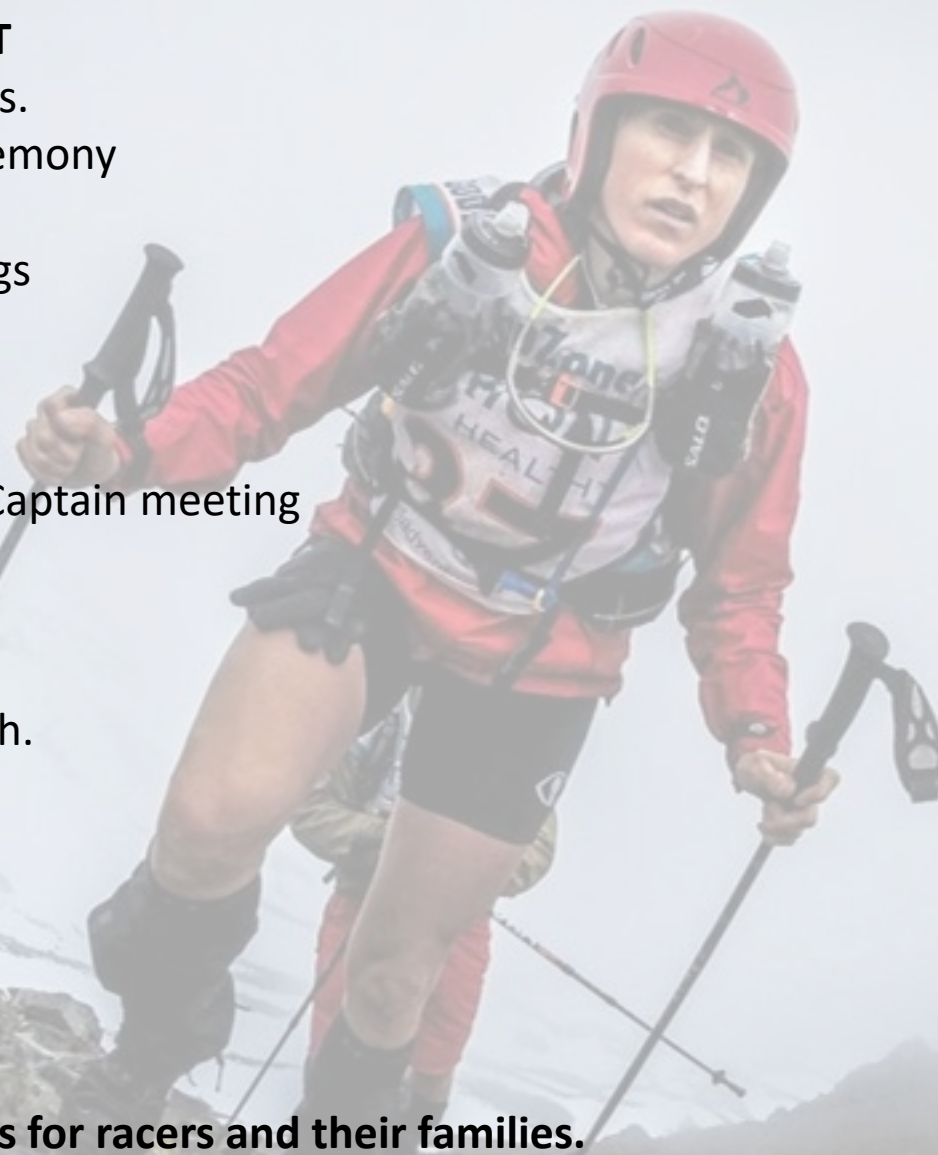
RACE DAY 10

Course closes

Award Ceremony and Gala

POST RACE

Organized Tourism offerings for racers and their families.



Marketing Opportunities

- Lifestyle and Brand photography from the event
- Brand & Logo Placement Published
- Exposure on TV Broadcasts, Social Media, Website & Live Tracking, online engagement in the millions
- Community Projects and Association Development
- The adventure racing community is Penticton's IDEAL TARGET MARKET
- Connection with affluent, financially stable participants that have an interest in a dynamic sport, which includes mountain biking, kayaking, trail running, navigation, outdoor living, healthy lifestyle.
- This event highlights the regions and countries that it visits as true adventure destinations.

Expedition Canada

- Owned by the local Penticton company Hoodoo Adventures.
- Hosted 3 extremely successful qualifying races on the World circuit to date. One of only 17 countries who host qualifying races. Hoodoo Adventures holds the only license for Canada.
- Attended World Champs in South Africa in October, 2023 and will attend World Champs Ecuador 2024 to promote Expedition Canada/World Champs 2025
- While the host City could be anywhere in BC, Lyndie would like to see her hometown take that position.
- This would be the first time Canada has ever hosted this World Championship event
- Hosting it in Penticton would create endless potential to promote the region as an international adventure destination with positive economic and community flow on affects that will last for many years to come.

Appendix B

2025 Adventure Racing World Championships - Economic Impact Estimate.

Table #1(A) - Economic Impact Summary - Combined Total: (Dollars)	Penticton (CA)	British Columbia	Canada
Initial Expenditure	\$2,220,106	\$2,220,106	\$2,220,106
Gross Domestic Product (at basic prices)			
Direct Impact	\$1,044,526	\$1,049,002	\$1,058,027
Indirect Impact	\$255,247	\$381,937	\$588,705
Induced Impact	\$236,266	\$376,267	\$644,109
Total Impact	\$1,536,039	\$1,807,206	\$2,290,841
Total/Direct (A)	1.47	1.72	2.17
Total/Initial (B)	0.69	0.81	1.03
Wages & Salaries			
Direct Impact	\$822,559	\$825,174	\$828,750
Indirect Impact	\$159,428	\$223,991	\$346,405
Induced Impact	\$108,457	\$178,220	\$312,713
Total Impact	\$1,090,443	\$1,227,385	\$1,487,868
Total/Direct (A)	1.33	1.49	1.80
Total/Initial (B)	0.49	0.55	0.67
Employment (full-year jobs)			
Direct Impact	23.5	23.6	23.6
Indirect Impact	3.2	4.0	5.7
Induced Impact	2.6	3.4	5.6
Total Impact	29.4	31.0	34.9
Total/Direct (A)	1.25	1.32	1.48
Total/\$1 Million (B)	13.22	13.97	15.74
Taxes (Direct Impact)			
Federal	\$189,730	\$190,152	\$191,247
Provincial	\$153,809	\$154,086	\$154,895
Municipal	\$17,049	\$17,158	\$17,303
Total	\$360,587	\$361,396	\$363,446
Taxes (Direct, Indirect and Induced Impact)			
Federal	\$264,262	\$301,382	\$371,048
Provincial	\$197,676	\$234,451	\$301,846
Municipal	\$40,661	\$41,318	\$55,931
Total	\$502,599	\$577,151	\$728,826
Industry Output			
Direct & Indirect	\$2,479,768	\$2,671,381	\$3,164,273
Induced Impact	\$393,613	\$626,850	\$1,093,201
Total Impact	\$2,873,381	\$3,298,231	\$4,257,475
Total/Initial (B)	1.29	1.49	1.92

Note. Prepared using the STEAM model using data supplied by the event organizer.



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MEDIA EXPOSURE REPORT



EXECUTIVE SUMMARY

The 2023 Adventure Racing World Championships held in the scenic landscapes of the Kouga Region, South Africa, marked a monumental gathering of 109 teams, with a vibrant mix of 436 athletes representing 30 nations. This exhilarating expedition kicked off on May 31st, 2022, culminating in the official commencement on October 19th, 2023, spanning an incredible 856 kilometers.

This interim report encapsulates the media coverage amassed from the event's launch to the present day, offering an evolving narrative of the championships' exposure. A testament to its resonance, the event has already generated an estimated exposure value of \$850,000.00. With 37 local teams alongside an international contingent, this high-octane spectacle heralds an engaging blend of diversity and adventure. This report aims to capture the evolving impact and reach of the championships, encompassing various metrics and milestones.

INTRODUCTION

The Adventure Racing World Championships of 2023 transformed the Kouga Region of South Africa into a dynamic arena where 109 teams, representing a global assemblage of athletes, converged to embark on a remarkable 856-kilometer journey. Commencing its momentum on May 31st, 2022, the event embraced the true essence of adventure, officially initiating on October 19th, 2023.

This interim report serves as a live depiction of the event's unfolding media narrative, capturing its burgeoning exposure since its inception. Featuring 37 local teams and an expansive international presence, the championships epitomized a collaborative spirit, fostering a tapestry of cultures and sporting prowess.

With the event's ongoing progress and resonance, the cumulative exposure value has already soared to \$850,000.00, a testament to its compelling narrative and global resonance. This report, though interim, offers an insightful overview of the championships' media trajectory, showcasing its burgeoning impact and reach.

SOCIAL MEDIA ANALYTICS

Overall, the Adventure Racing World Championships 2023, was mentioned over 786 times by external sources, contributing to the social media reach of 6 million, with 99 000 interactions. This reach is valued at \$600 000.00

Platforms used:

- Facebook & Instagram (ExpAfrica)
- Facebook & Instagram (Adventure Racing World Series)
- LinkedIn (Adventure Racing World Series) – awaiting analytics
- TikTok (Adventure Racing World Series)- awaiting analytics
- Twitter (Adventure Racing World Series) – awaiting analytics
- Youtube (Adventure Racing World Series) – awaiting analytics

Metrics Summary:

Reach:

	Platform	Reach	Interactions	Profile Visits
Exp Africa	Facebook	188 371	23 855	59 616
Exp Africa	Instagram	38 892	25 979	20 844
ARWS	Facebook	799 654	100 389	316 896
ARWS	Instagram	94 836	91 599	36 665

Engagement:

	Platform	Post Reach	Engagement
Exp Africa	Facebook	45 100	7 500
Exp Africa	Instagram	46 300	32 300
ARWS	Facebook	194 800	36 200
ARWS	Instagram	125 300	105 500

WEBSITE & ONLINE PRESENCE:

Live Tracking Website:

The live tracking website served as a key platform for audiences to follow the progress of teams throughout the Adventure Racing World Championships. Due to high traffic levels on the first two days, a partnership was created with Azure Site and Open Tracking to assist with the attention received from audiences all over the world.

Date	Platform	Total Users	Average Session Duration
19 October 2023	www.ExpAfrica.live	10 297	7m 43s
20 October 2023	www.ExpAfrica.live	9 393	7m29s
21 October 2023	www.OpenTracking.com	12 740	10m14s
22 October 2023	www.OpenTracking.com	11 800	10m14s
23 October 2023	www.OpenTracking.com	13 489	10m15s
24 October 2023	www.OpenTracking.com	14 201	10m15s
25 October 2023	www.OpenTracking.com	10 150	10m15s
26 October 2023	www.OpenTracking.com	8 300	10m15s
27 October 2023	www.OpenTracking.com	5 600	10m15s
28 October 2023	www.OpenTracking.com	1 231	10m15s

Top Countries:

- South Africa – 7 900
- Sweden – 5 100
- France – 2 300
- United States of America – 2 200
- Japan – 1 800
- Spain – 1 700
- New Zealand – 1 700

Top Event Journey: Adventure Racing World Championship

- Page View: 313 000
- Scroll: 308 000
- Session Start: 204 000
- User Engagement: 152 000
- Clicks Made: 116 000
- New User Visit: 37 000
- File Download: 2 200

Audience Arrival:

- Referral: 121 000
- Direct: 55 000
- Organic Social Media: 26 000
- Organic Search: 3 100
- Unassigned: 935
- Email: 21

MEDIA EXPOSURE

Reach from News Platforms (Print, Online, Podcasts, Blogs)

- **19th October 2023:** 62,890
- **20th October 2023:** 89,156
- **21st October 2023:** 82,410
- **22nd October 2023:** 101,250
- **23rd October 2023:** 23,460
- **24th October 2023:** 70,200
- **25th October 2023:** 101,800
- **26th October 2023:** 115,000
- **27th October 2023:** 127,000
- **28th October 2023:** 20,979
- **29th October 2023:** 55,470
- **30th October 2023:** 25,786
- **31st October 2023:** 18,241
- **1st November 2023:** 36,857
- **2nd November 2023:** 37,256
- **3rd November 2023:** 24,361

This data reflects the reach and engagement achieved across various news platforms throughout the specified dates.

Social Media Reach directed from Media Exposure:

- Total Reach from Media: 2.5M
- Interactions: 88 000
- Sentiment Analysis: Positive

Publications in Print:



EXPOSURE REPORT: PUBLICATIONS

Date	Publication	Headline	Article
01-Jun-22	Endurance Sportswire	The Adventure Racing World Championships Goes to Africa in 2023	Read Article
01-Jun-22	St Francis Today	Expedition Africa will host the World Championship	Read Article
02-Jun-22	Sportz Hub Adventure Sport	The Adventure Racing World Championships Goes to Africa in 2023	Read Article
03-Jun-22	Algoa FM	Adventure Racing World Championships head to Kouga	Read Article
03-Jun-22	Adventuremag.com.br	AR World Championship goes to Africa for the first time in 2023	Read Article
06-Jun-22	Getaway Magazine	South Africa to host the 2023 Adventure Racing World Championship	Read Article
06-Jun-22	Bonjuri	South Africa to host the 2023 Adventure Racing World Championship	Read Article
06-Jun-22	Travel Reporter	South Africa to host the 2023 Adventure Racing World Championship	Read Article
06-Jun-22	Kouga Municipality	Adventure Racing World Championships comes to Kouga	Read Article
08-Jun-22	Tourism Update	Adventure Racing World Championships head to Kouga	Read Article
08-Jun-22	Travel News	Adventure Racing World Championship comes to Eastern Cape	Read Article
08-Jun-22	Tourism Update	Adventure Racing World Championships held in Eastern Cape	Read Article
09-Jun-22	Edge News	2023 AR World Champs in SA	Read Article
13-Jun-22	Daily Dispatch	Coup as Eastern Cape to host Adventure Racing World Champs	Read Article
09-Nov-22	Edge News	African AR Champs	Read Article
19-Nov-22	Sportz Hub Adventure Sport	2023 Adventure Racing World Championships - Africa	Read Article
22-Feb-23	Merrell	Merrell partners with the 2023 Adventure Racing World Championships in South Africa	Read Article
23-Aug-23	Rural Life	From farm races to adventure races	Read Article
01-Sep-23	Merrell	Adventure Racer: Heidi 'Adventure' Muller	Read Article
19-Sep-23	Sportz Hub Adventure Sport	One month to go until the Adventure Racing World Championship in South Africa	Read Article

29-Sep-23	Dune Daisies	Heidi Muller - the force behind the 2023 Adventure Racing World Champs	Read Article
01-Oct-23	Merrell	SA's Tenacious Adventure Racing Teams - World Championships 2023	Read Article
03-Oct-23	St Francis Chronicle	Meet Heidi Muller CEO of the Adventure Racing World Championship	Read Article
05-Oct-23	Kouga Express	Adventure Racing World Championships to boost local tourism	Read Article
11-Oct-23	Sportz Hub Adventure Sport	Who will be the new Adventure Racing World Champions?	Read Article
11-Oct-23	St Francis Chronicle	Who will be the new Adventure Racing World Champions?	Read Article
16-Oct-23	Daily Dispatch	The power of PR give fundraising efforts the edge	Read Article
16-Oct-23	Dune Daisies	Meet Camila Nicolau - top female adventure racer!	Read Article
16-Oct-23	Plett Tourism	Plett Adventure Racing Team takes on World Series Championships	Read Article
17-Oct-23	Sportz Hub Adventure Sport	How to Follow the 2023 Adventure Racing World Championship	Read Article
19-Oct-23	Sportz Hub Adventure Sport	Ready to Start the 2023 Adventure Racing World Championship	Read Article
19-Oct-23	Kouga Express	Kouga Municipality kicks off ARWC 2023 in style	Read Article
20-Oct-23	Sportz Hub Adventure Sport	Footsteps in the Sand - Day One at the ARWC2023	Read Article
21-Oct-23	St Francis Chronicle	About 3 teams have left the ARWC race	Read Article
22-Oct-23	SleepMonsters	Six teams in the hunt for the Adventure Racing World Title after Day 4	Read Article
22-Oct-23	St Francis Chronicle	ARWC latest race stats - Day 3	Read Article
23-Oct-23	Sportz Hub Adventure Sport	Six teams in the hunt for the Adventure Racing World Title after Day 4	Read Article
23-Oct-23	Dune Daisies	A local adventure racer in our dunes! Juan Oosthuizen	Read Article
24-Oct-23	News 24	Swedish Armed Forces Adventure Racing Team are World Champions	Read Article
24-Oct-23	Gear Junkie	Swedish Armed Forces Adventure Racing Team are World Champions	Read Article
24-Oct-23	The Herald	Historic adventure racing championships down to the wire	Read Article
24-Oct-23	Sportz Hub Adventure Sport	The Swedish Armed Forces Adventure Team are the	Read Article

		New Adventure Racing World Champions	
24-Oct-23	St Francis Chronicle	Swedish Armed Forces kept the lead to win ARWC 2023	Read Article
24-Oct-23	Moncarnet De Courses	Vice-Champions du monde de raid-aventure, ARWC in South Africa... ou presque	Read Article
24-Oct-23	Forsvarsmakten	Forsvarsmaktens multisportlag varlds - mastare I skdafrika	Read Article
24-Oct-23	Swedish Post {English}	The Armed Forces multisport team world champion in South Africa	Read Article
24-Oct-23	Reddit	Swedish Armed Forces Adventure Team crossed the finish line first, yesterday	Read Article
24-Oct-23	AR World Series	The Swedish Armed Forces Adventure Team are the New Adventure Racing World Champions	Read Article
24-Oct-23	Hjotidning	Hjobon världsmästare igen	Read Article
25-Oct-23	SOK	Vasaloppsvinnaren tog svenskt guld I adventure racing	Read Article
25-Oct-23	SA Sports Press	Swedish Armed Forces Adventure Team win Adventure Racing World Championships in South Africa	Read Article
25-Oct-23	The Herald	Swedish Armed Forces crowned Adventure Racing World Champions	Read Article
25-Oct-23	St Francis Today	The Swedish Armed Forces Adventure Team are the New Adventure Racing World Champions	Read Article
25-Oct-23	SVT Sport	Vasaloppsvinnaren tog svenskt guld i adventure racing	Read Article
25-Oct-23	Delfi Sport	Estlased võitsid seiklusspordi MM-il pronksmedali	Read Article
25-Oct-23	Head Topics	Vasaloppsvinnaren tog svenskt guld i adventure racing	Read Article
26-Oct-23	Endurance Sportswire	An international Top 10 at the Adventure Racing World Championships	Read Article
26-Oct-23	Sportz Hub Adventure Sport	An international Top 10 at the Adventure Racing World Championships	Read Article
26-Oct-23	St Francis Chronicle	First South African team, Merrell Adventure crosses ARWC finishing line	Read Article
26-Oct-23	Petterssons	Forsvarsmaktens multisportlag varlds - mastare I skdafrika	Read Article

26-Oct-23	The Africa	Swedish Armed Forces crowned Adventure Racing World Champions	Read Article
27-Oct-23	Fexo	Esther Pizarro and Agustin Bote cross the finish line of the ARWC 2023 - Africa - Kouga Expedition 2023	Read Article
27-Oct-23	Ameba	Team East Wind...	Read Article
27-Oct-23	Federation Francaise de Triathlon	ADVENTURE RACING WORLD SERIES: THE PERFORMANCES OF THE FRENCH TEAMS	Read Article
28-Oct-23	Daily Dispatch	Three East London teams braving Adventure Racing World Championship	Read Article
28-Oct-23	St Francis Chronicle	Tears of triumph and loss at the ARWC 2023	Read Article
28-Oct-23	Dune Daisies	The Cape St Francis Resort - going the extra, adventurous mile	Read Article
30-Oct-23	Endurance Sportswire	Celebrating the 2023 Adventure Racing World Championships	Read Article
30-Oct-23	AdventureMag	Swedish Armed Forces Adventure Team E A Campea Mundial De Corrida De Adventura 2023	Read Article
30-Oct-23	Dune Daisies	The essence of true adventure racers: Asboluraid Capganguise Team 77	Read Article
30-Oct-23	Lansivayla	Ruotsalaiset sotilaat näyttivät ylivoimaansa rankassa 840 kilometrin MM-kisassa – espoolaisjoukkueella epäonnea	Read Article
30-Oct-23	Cykla	Känslosam Oskar Svärd efter VM-guldet: "Fantastisk känsla"	Read Article
31-Oct-23	SA Sports Press	Celebrating the 2023 Adventure Racing World Championships	Read Article
31-Oct-23	Otago Daily Times	Team Ninth in Champs	Read Article
31-Oct-23	Gelender	Written by Andraz - ARWC part 1	Read Article
01-Nov-23	Rural Events	Team 9th in Champs	Read Article
01-Nov-23	The Herald	Historic adventure race 'memory of a lifetime'	Read Article
02-Nov-23	News 24	Celebrating the 2023 Adventure Racing World Championships	Read Article
02-Nov-23	Gelender	Written by Andraz - ARWC part 2	Read Article
02-Nov-23	Gelender	Written by Andraz - ARWC part 3.1	Read Article

03-Nov-23	Gelender	Written by Andraz - ARWC part 3.2	Read Article
06-Nov-23	The Southland App	Fear not a factor for young adventure racers	Read Article
08-Nov-23	Good Things Guy	ARWC held for the first time in Africa, thanks to the Eastern Cape	Read Article
08-Nov-23	Smalands-Tidningen	Eksjobon hemma med bytt VM-guld: "I klass med Vasaloppsvinsterna"	Read Article
08-Nov-23	Gelender	Written by Andraz - ARWC part 4	Read Article
08-Nov-23	SEIZ	Great experience for the Itaca Aventura Peña Guara team in the World Raid Championship	Read Article
08-Nov-23	AltoAragon	Great experience for Jorge Garcia	Read Article
08-Nov-23	Annons	Eksjöbon hemma med nytt VM-guld: "I klass med Vasaloppsvinsterna"	Read Article
10-Nov-23	Endurance Sportswire	A successful first International Adventure Racing Conference	Read Article
13-Nov-23	Urheilu	Mitä ihmettä Artun jalkapohjille tapahtui Afrikassa? Rajut kuvat	Read Article
15-Nov-23	Gelender	Written by Andraz - ARWC part 5	Read Article
16-Nov-23	Dune Daisies	ARWC 2023 - It's a wrap	Read Article
19-Nov-23	Letabab Herald	Nyiko flies South African flag	Read Article

PODCASTS & RADIO INTERVIEWS

20-Mar-22	Dark Zone	25: Heidi Muller - Adventure Racing World Series CEO, Adventure Racer, RD and the Most Positive Person on the Planet	Listen
18-Oct-23	Algoa FM	Heidi Muller talks Adventure Racing World Championships with Tracey Rossouw	
19-Oct-23	Dark Zone	79: ARWS World Championship course preview with Race Director Stephan Muller	Listen
21-Oct-23	Dark Zone	80: Flash Episode #1 - ARWS Championship Race Updates, Analysis and Predictions	Listen
24-Oct-23	Dark Zone	81: Flash Episode #2 ARWS Championship - Getting Close to Crowning A Winning Team	Listen
25-Oct-23	Dark Zone	82: Mari Chandler of Team Vidaraid - A Storming	Listen

		Massive Comback to Capture 2nd Place at the ARWS	
27-Oct-23	UltraMarathon	VM I backyard & adventure racing + infor Kullamannen	Listen
27-Oct-23	Link FM	Heidi Muller talks with Titch Wild on the overwhelming support received for the Adventure Racing World Championships, here in South Africa	
10-Nov-23	PlayerFM	DarkZone 83: Swedish Armed Forces Adventure Team - The 2023 Adventure Racing World Champions	Listen
10-Nov	Deezer	DarkZone 83: Swedish Armed Forces Adventure Team - The 2023 Adventure Racing World Champions	Listen
13-Nov-23	Peace on Earth	Malin Hjalmarsson, Adventure Racing	Listen
10-Nov-23	Dark Zone	83: Swedish Armed Forces Adventure Team - The 2023 Adventure Racing World Champions	Listen

TV BROADCAST:



12 November 2023	Swedish National TV	Sveriges Television	Available on Request
14 November 2023	Spanish National TV	MG TV	Watch
14 November 2023	Swedish National	O IN	Available on Request

VIDEO PUBLISHED ON CHANNELS:

16-Oct-23	16:01	Youtube	Adventure Racing World Series	It is rolling now at the Adventure Racing World Championship 2023	Watch
18-Oct-23	14:00	Youtube	Adventure Racing World Series	Adventure Racing World Championship 2023 - Opening Ceremony	Watch
18-Oct-23	16:00	Youtube	Adventure Racing World Series	Adventure Racing World Championship 2023 - Welcome and Press Conference	Watch
18-Oct-23	10:05	Youtube	Adventure Racing World Series	Flag Parade and Opening Ceremony of the 2023 Adventure Racing World Championship	Watch
19-Oct-23	10:10	Youtube	Expedition Africa Adventure	Adventure Racing World Championship 2023 1 week to go teaser	Watch
20-Oct-23	16:46	Youtube	Adventure Racing World Series	Moments of Day 2 - 2023 AR World Championship	Watch
20-Oct-23	15:25	Youtube	Adventure Racing World Series	Arrival. The Adventure Racing World Championship 2023	Watch
20-Oct-23	08:10	Youtube	Adventure Racing World Series	Introducing the Adventure Racing World Championships 2023	Watch
20-Oct-23	12:02	Youtube	Adventure Racing World Series	Moments of Day 2 - 2023 AR World Championship	Watch
20-Oct-23	21:26	Youtube	Adventure Racing World Series	Day 2 Wrap up at the 2023 Adventure Racing World Championship	Watch
21-Oct-23	09:10	Youtube	Adventure Racing World Series	TA 3: Buffelshoek: Our home for the night - ARWC 2023	Watch
21-Oct-23	01:50	Youtube	Adventure Racing World Series	A Change in the weather at ARWC 2023	Watch
21-Oct-23	22:56	Youtube	Adventure Racing World Series	Moments of Day 1 - AR World Championship 2023	Watch
22-Oct-23	15:51	Youtube	Adventure Racing World Series	Race Day 4	Watch
22-Oct-23	04:54	Youtube	Adventure Racing World Series	Puncture AGAIN for Team Brazil Multisport - ARWC 2023	Watch
22-Oct-23	01:41	Youtube	Adventure Racing World Series	Teams sleeping and getting warm and dry at TA 6 - ARWC 2023	Watch
22-Oct-23	05:04	Youtube	Adventure Racing World Series	How to find a puncture? Brazil Multisport shows us how - ARWC 2023	Watch
22-Oct-23	02:14	Youtube	Adventure Racing World Series	Brazil Multisport complete Kayak and arrive at T6 - ARWC 2023	Watch

22-Oct-23	10:44	Youtube	Adventure Racing World Series	Brad Baumber explains the logistics of moving kayaks - ARWC 2023	Watch
22-Oct-23	02:17	Youtube	Adventure Racing World Series	Team Brazil Multisport talk about sleeping next to the river - ARWC 2023	Watch
22-Oct-23	08:05	Youtube	Adventure Racing World Series	Choosing the right section of the Firsh River for ARWC 2023	Watch
22-Oct-23	01:40	Youtube	Adventure Racing World Series	Estonia are the first team to reach at T4 kayak put in - ARWC 2023	Watch
22-Oct-23	14:20	Youtube	Forscarsmakten Inblick	Vmi Adventure Race dag 4 Swedish Armed Forces Adventure Team tar ledningen #arwc2023	Watch
22-Oct-23	23:21	Youtube	Adventure Racing World Series	Moments of Day 3 - 2023 AR World Championship	Watch
22-Oct-23	09:15	Youtube	Adventure Racing World Series	Drone Footage of CP29 - Abseil (Day 2) - ARWC 2023	Watch
23-Oct-23	17:54	Youtube	Adventure Racing World Series	Ox Wagen Camp on Leg 7 - Cycle - ARWC 2023	Watch
23-Oct-23	18:32	Youtube	Adventure Racing World Series	TA8 - Dooringkloof Campsite - ARWC 2023	Watch
24-Oct-23	07:29	Youtube	Adventure Racing World Series	Crowing the 2023 Adventure Racing World Champion - Day 5	Watch
24-Oct-23	13:57	Youtube	Adventure Racing World Series	Being an Adventure Racing Photographer - Kirsten Oliver at 2023 ARWC	Watch
24-Oct-23	07:29	Youtube	Adventure Racing World Series	ARWS World Championship Race day 5	Watch
24-Oct-23	13:20	Youtube	Forscarsmakten Inblick	VM Adventure Race - Swedish Armed Forces Adventure Team - bäst i världen #arwc2023	Watch
24-Oct-23	20:21	Youtube	Adventure Racing World Series	Crowning the 2023 Adventure Racing World Champion - Day 5	Watch
25-Oct-23	02:13	Youtube	Adventure Racing World Series	Moments from 2023 Adventure Racing World Championship - Day 6	Watch
25-Oct-23	02:23	Youtube	Adventure Racing World Series	That one moment - ARWC 2023	Watch
25-Oct-23	10:59	Youtube	Adventure Racing World Series	TA 7, Day 7's 13h00 cut-off and Alternative Route - ARWC 2023	Watch
25-Oct-23	00:40	Youtube	Adventure Racing World Series	Bicycle maintenance station at TA 7 by Coimbra Cycle Center and Squirt - 2023 ARWC	Watch
25-Oct-23	10:59	Youtube	Adventure Racing World Series	TA7, Day 7's 13h00 cut-off and alternative Route - ARWC 2023	Watch

26-Oct-23	23:52	Youtube	Adventure Racing World Series	Illness struck XPD Holland but didn't diminish the experience - 2023 ARWC	Watch
27-Oct-23	10:38	Youtube	Adventure Racing World Series	Behind every great event, there are hard working volunteers - 2023 ARWC	Watch
27-Oct-23	02:24	Youtube	Adventure Racing World Series	The last teams through TA 8 on Day 8 - 2023 ARWC	Watch
27-Oct-23	12:56	Youtube	Adventure Racing World Series	Farmers open their lands to the 2023 Adventure Racing World Championship	Watch
28-Oct-23	23:11	Youtube	Adventure Racing World Series	2023 Adventure Racing World Championship, Expedition Africa - Highlights	Watch
28-Oct-23	04:05	Youtube	Adventure Racing World Series	The final team in - Angiru from Paraguay - 2023 ARWC	Watch
29-Oct-23	00:25	Youtube	Adventure Racing World Series	Image Highlights from 2023 Adventure Racing World Championship	Watch
30-Oct-23	05:13	Youtube	Adventure Racing World Series	Expedition Africa Namibia 2024 Promo	Watch
31-Oct-23	04:09	Youtube	Wilderness.ee	Video Blog og Estonia ACE	Watch
31-Oct-23	12:59	Youtube	Adventure Racing World Series	Legends of the AR World Series 2023	Watch
04-Nov-23	05:00	Youtube	Adventure Racing World Series	2023 ARWC Expedition Africa - Highlights	Watch
05-Nov-23	10:11	Youtube	Adventure Racing World Series	Moments from 2023 Adventure Racing World Championships - Day 6	Watch
08-Nov-23	09:40	Youtube	Eckventure	Adventure Race World Championships 2023 Part 1 @ARWorldSeries	Watch
08-Nov-23	11:03	Youtube	Eckventure	Adventure Race World Championships 2023 Part 3 @ARWorldSeries	Watch
09-Nov-23	10:46	Youtube	Susan Tschappat	2023 ARWC Expedition Africa _Team RAF_Trailer	Watch
09-Nov-23	07:11	Youtube	Adventure Racing World Series	IARC 2023 - Session 5 Striving for Excellence	Watch
09-Nov-23	04:53	Youtube	Adventure Racing World Series	IARC 2023 - Session 1 Welcoming	Watch
18-Nov-23	12:13	Youtube	Dmitry Rusakov	Expedition Africa Adventure Race 2023	Watch
19-Nov-23	09:56	Youtube	Patrick Ward	Team Moxie Racers Adventure Racing World Championship 2023 Expedition Africa Eastern Cape	Watch

PARTNERSHIP EXPOSURE

Please refer to the Appendices for the following branding exposure showcased

(this is an interim report, and there are many additions that will be included, such as fence banners showcasing partners logo, finishing shoot etc).

- Apparel - Bib Artwork
- Print - Programme – Back Page
- Social Media – Team Announcements
- Social Media – Leg Distances
- Social Media – Countdown Posts
- Social Media – Follow the Race
- Social Media – Partnership Announcement

CONCLUSION:

The Adventure Racing World Championships for 2023 proved to have a significant reach with a greater audience than expected. Throughout the leadup and execution of the event, the adventure racing world and beyond were buzzing with excitement from the gruelling 856km expedition through South Africa.

It is understood that this event will be in the memory books for all 436 athletes, the over 100 volunteers, over 30 media crew and officials who helped execute a successful 2023 Adventure Racing World Championships event in the Kouga region of South Africa.

Appendices will further demonstrate the branding exposure generated for partners throughout the lead up and activation of the event.

Please note, this is an interim report, and will be updated as new exposure is collected.

Kind Regards

Trystan Viaene

FOUNDERS
BRUCE & TRYSTAN VIAENE
DIGITAL COMMUNICATION SPECIALISTS



APPENDICES:

SOCIAL MEDIA: Countdown

10 day countdown was made, featuring main sponsors in all artwork. Designed were made for Instagram, Facebook and Facebook Cover.



SOCIAL MEDIA: Team Announcements

All 109 Teams were announced on Social Media – ExpAfrica on Facebook & Instagram. Each team announcement was made a cover of the Facebook Page too. These announcements were made from up to 4 months prior to the start, until 2 weeks, prior to race start generating exposure for the event. Each featured logo in the artwork was tagged in the respective post.

Below is an example of the artwork for each team announced:



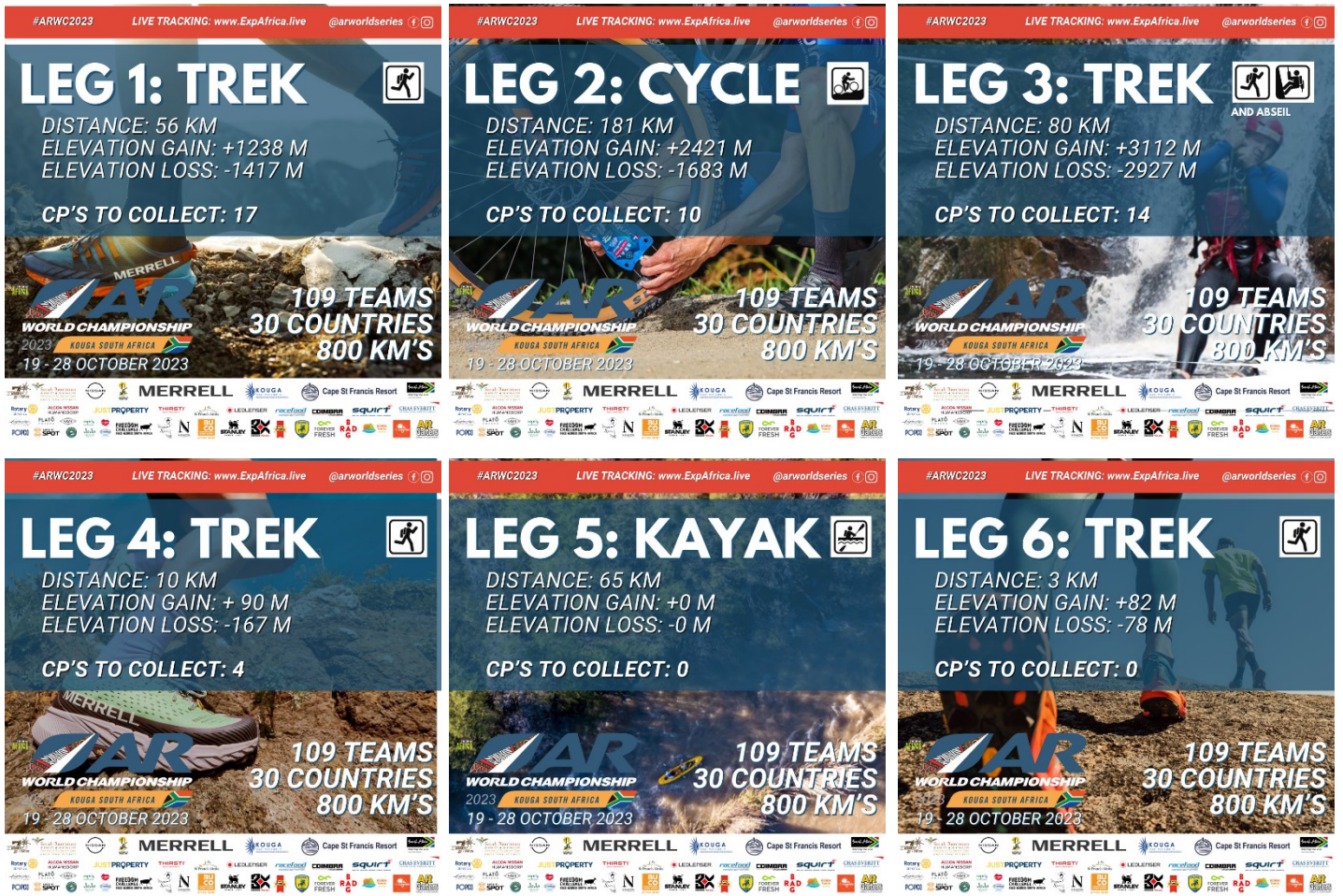
SOCIAL MEDIA – Partnership Announcements:

Leading up to the event, partnerships were announced frequently where partners were tagged in the posts made on ExpAfrica’s Facebook & Instagram pages:

Below is an example of the artwork for the announcements made:



SOCIAL MEDIA – Each of the Legs:



#ARWC2023 LIVE TRACKING: www.ExpAfrica.live @arworldseries

LEG 7: CYCLE

DISTANCE: 224 KM
ELEVATION GAIN: +2389 M
ELEVATION LOSS: -2695 M

CP'S TO COLLECT: 5

AR WORLD CHAMPIONSHIP 2023
KOUGA SOUTH AFRICA
19 - 28 OCTOBER 2023

109 TEAMS
30 COUNTRIES
800 KM'S

#ARWC2023 LIVE TRACKING: www.ExpAfrica.live @arworldseries

LEG 8: TREK

DISTANCE: 64 KM
ELEVATION GAIN: +1498 M
ELEVATION LOSS: -1510 M

CP'S TO COLLECT: 12

AR WORLD CHAMPIONSHIP 2023
KOUGA SOUTH AFRICA
19 - 28 OCTOBER 2023

109 TEAMS
30 COUNTRIES
800 KM'S

#ARWC2023 LIVE TRACKING: www.ExpAfrica.live @arworldseries

LEG 9: CYCLE

DISTANCE: 124 KM
ELEVATION GAIN: +2855 M
ELEVATION LOSS: -3257 M

CP'S TO COLLECT: 6

AR WORLD CHAMPIONSHIP 2023
KOUGA SOUTH AFRICA
19 - 28 OCTOBER 2023

109 TEAMS
30 COUNTRIES
800 KM'S

#ARWC2023 LIVE TRACKING: www.ExpAfrica.live @arworldseries

LEG 10: TREK

DISTANCE: 32 KM
ELEVATION GAIN: +513 M
ELEVATION LOSS: -527 M

CP'S TO COLLECT: 10

AR WORLD CHAMPIONSHIP 2023
KOUGA SOUTH AFRICA
19 - 28 OCTOBER 2023

109 TEAMS
30 COUNTRIES
800 KM'S

#ARWC2023 LIVE TRACKING: www.ExpAfrica.live @arworldseries

ALTERNATIVE ROUTE (T7 -T10): CYCLE

DISTANCE: 159 KM
ELEVATION GAIN: +2806 M
ELEVATION LOSS: -3218 M

CP'S TO COLLECT: 5

AR WORLD CHAMPIONSHIP 2023
KOUGA SOUTH AFRICA
19 - 28 OCTOBER 2023

109 TEAMS
30 COUNTRIES
800 KM'S

SOCIAL MEDIA – Follow the Race:

Each athlete was supplied the following artwork to use as a placeholder for their personal cover photo during the race, to encourage friends to follow their race:

I AM IN ONE OF 109 TEAMS
RACING 800KM
INTO THE UNKNOWN
LIVE TRACKING: www.ExpAfrica.live
TO FOLLOW MY JOURNEY

AR WORLD CHAMPIONSHIP #ARWC2023

2023 KOUGA SOUTH AFRICA

@arworldseries

The follow announcements were made throughout the race to encourage following the live tracking platform for the ARWC 2023.



APPAREL ARTWORK: Race Bib



To the right, is the Race Bib artwork worn by each athlete throughout the event.



PRINTED DOCUMENTATION: Program & Athlete Race Book Cover



Council Report

penticton.ca

Date: May 7, 2024 **File No:** 4320-80
To: Anthony Haddad, City Manager
From: Sheri Raposo, Land Administrator

Subject: Travel Penticton Society and Penticton & Wine Country Chamber of Commerce License to Use Agreement - Jubilee Pavilion - 185 Lakeshore Drive West, Penticton

Staff Recommendation

THAT Council approve the five (5) year License to Use Agreement renewal with Travel Penticton Society and Penticton & Wine Country Chamber of Commerce for the use of the Jubilee Pavilion building located at 185 Lakeshore Drive West, at an annual rate of \$7,401.60 (\$616.80 per month) plus annual CPI;

AND THAT Council authorize the Director of Finance and Administration and Corporate Officer to execute the License to Use agreements.

Strategic Priority Objective

Vision: A vibrant, resilient, and healthy waterfront city focused on safety, livability, and vibrancy.

Vibrant and Connected: Support Community building partnerships with Penticton Indian Band, other local governments, and organizations, as well as intergovernmental partnerships with the Province and Federal Governments.

Background

The Jubilee Pavilion has had many users over its lifetime that include functioning as an event office location for the Peach Classic Triathlon, Peach Festival, IRONMAN Canada and Challenge Penticton as well as a satellite office for the RCMP for summer patrols and Community Policing.

In 2020, Community Policing no longer required the use of the building. Travel Penticton Society and the Penticton & Wine Country Chamber of Commerce approached the City and requested use of the building for office space and an additional visitor information location for tourists. Council approved the request for an 18-month License to Use (LTU) Agreement. The agreement expired on December 31, 2021.

In 2021, Travel Penticton Society and the Penticton & Wine Country Chamber of Commerce expressed a desire to continue the use of the Jubilee Pavilion. Given the benefit of the service to tourists and newcomers to the community, Council approved the renewal of the LTU Agreement for a two-year term which expired on December 31, 2023.

In recent discussions with staff, Travel Penticton and Penticton & Wine Country Chamber of Commerce have confirmed that they wish to continue using the building.

On April 16, 2024, staff brought forward the request to Council to refer the three (3) year License to Use Agreement renewal with Travel Penticton Society and Penticton & Wine Country Chamber of Commerce for the use of the Jubilee Pavilion building located at 185 Lakeshore Drive West, at an annual rate of \$7,401.60 (\$616.80 per month) plus annual CPI, to the Parks & Recreation Advisory Committee for their review and recommendation.

With the following outcome:

8.1	<p><u>Travel Penticton Society and Penticton & Wine Country Chamber of Commerce</u> Licence to Use Agreement – Jubilee Pavilion Re: 185 Lakeshore Drive West, Penticton</p>
102/2024	<p>It was MOVED and SECONDED THAT Council refer the three (3) year License to Use Agreement renewal with Travel Penticton Society and Penticton & Wine Country Chamber of Commerce for the use of the Jubilee Pavilion building located at 185 Lakeshore Drive West, at an annual rate of \$7,401.60 (\$616.80 per month) plus annual CPI, to the Parks & Recreation Advisory Committee for their review and recommendation.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>

Park Land Protection and Use Policy References

As this is on City parkland, the Park Land Protection and Use Policy requires any Agreements within our parkland follow the proper step procedure and receive a committee recommendation. City staff completed their final procedural step and presented a report and a recommendation to the Parks and Recreation Advisory Committee (PRAC) on April 24, 2024, with the following outcome:

4.1	<p><u>Travel Penticton Society and Penticton & Wine Country Chamber of Commerce</u> License to Use Agreement – Jubilee Pavilion Re: 185 Lakeshore Drive West, Penticton</p>
	<p>It was MOVED and SECONDED THAT the Parks and Recreation Advisory Committee recommend that Council direct staff to renew a three (3) to five (5) year License to Use Agreement with Travel Penticton Society and the Penticton and Wine Country Chamber of Commerce, for the use of the Jubilee Pavilion building located at 185 Lakeshore Drive West.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>

The Parks and Recreation Advisory Committee had lengthy discussions around the term of the LTU agreement. The Committee acknowledged and agreed that as this is a use that has been in place for years, that staff should have the ability to issue a five (5) year LTU agreement.

License to Use Summary

The proposed term of the LTU Agreement will be for a five (5) year term. Travel Penticton Society and the Penticton & Wine Country Chamber of Commerce are requesting the same terms as the previous LTU Agreement. They will continue to be responsible for the day-to-day upkeep of the building and utilities. The City will continue to be responsible for the major building systems, washrooms located at the north of the building, and the surrounding grounds.

Financial Implication

Staff are recommending the current reduced rate of \$7,401.60 with annual CPI adjustments should continue due to the benefit of the two groups working collaboratively together to promote Penticton.

Analysis

Travel Penticton Society and the Penticton & Wine Country Chamber of Commerce provide a benefit to the City in terms of promoting Penticton not only as a place to visit, but also as a place to relocate and start a business. This type of arrangement is vitally important to the City and to the Travel Penticton Society and the Penticton & Wine Country Chamber of Commerce and ensures continued collaboration and benefit to all three parties.

Alternate Recommendation

THAT Council direct staff to renew the License to Use Agreement for a three (3) year term, at an annual rate of \$7,401.60 (\$616.80 per month) plus annual CPI.

Attachments

Attachment A – Aerial view of Licensed Area

Attachment B – Draft License to Use Agreement

Respectfully submitted,

Sheri Raposo, Land Administrator
Concurrence

Director, Finance & Administration <i>AMC</i>	General Manager, Infrastructure <i>KD</i>	Director, Community Services <i>KJ</i>	City Manager <i>SPH</i>
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Attachment A
Licensed Area





LICENSE TO USE AGREEMENT

Nature of Agreement:	License to Use	File No.: 4320-80
Particulars:	Use of building located at 185 Lakeshore Drive West, Penticton for purpose of operating a Visitor Information Centre and Chamber of Commerce.	

THIS AGREEMENT dated for reference the _____ day of _____, 2024.

BETWEEN:

THE CORPORATION OF THE CITY OF PENTICTON

a duly incorporated City Municipality under the laws of the Province of British Columbia, located at 171 Main Street, Penticton, BC V2A 5A9

(the “City”)

OF THE FIRST PART

AND:

TRAVEL PENTICTON SOCIETY

A Society incorporated under the Laws of the Province of British Columbia, having a registered and records office at 120-888 Westminster Ave W, Penticton, BC, V2A 8S2

OF THE SECOND PART

AND

PENTICTON & WINE COUNTRY CHAMBER OF COMMERCE

A Society incorporated under the Laws of the Province of British Columbia, having a registered and records office at 185 Lakeshore Drive West, Penticton, BC, V2A 1B7

OF THE THIRD PART

(collectively, the “Licensee”)

WHEREAS, the City has agreed to grant a license to the Licensee to have access and use of the building described in Schedule A attached hereto (“**Licensed Area**”);

NOW THEREFORE, in consideration of the fee to be paid by, and the covenants of the Licensee, the parties agree as follows:

1. Grant of License

The City, on the terms set forth herein grants a license to the Licensee to have access and use of the Licensed Area for the purposes described in the Management Plan attached hereto as Schedule B (the "**Management Plan**") on an "as is" basis and the City makes no representations or warranties as to the suitability of the Licensed Area for the intended use.

2. Duration

This agreement and the rights granted shall be for a term of ____ () years commencing on____, **2024** (the "**Commencement Date**") through to____, ____, unless cancelled in accordance with the terms of this agreement.

3. License Fee

- 3.1 On the Commencement Date and monthly thereafter, the Licensee shall pay to the City, the amount of **SIX HUNDRED SIXTEEN - 80/100 DOLLARS (\$616.80) plus GST** (the "**License Fee**").
- 3.2 On each and every anniversary of the Commencement Date thereafter during the term of this Agreement, the License Fee shall be adjusted by an amount equivalent to the change in the Consumer Price Index for the Province of British Columbia for the preceding year.

4. Utilities

The City will be responsible for the cost of electricity during the term of this agreement.

5. Covenants of the Licensee

The Licensee covenants and agrees with the City:

- a) to pay the License Fee due at the address of the City or at such other place as the City may specify from time to time;
- b) to observe, abide by and comply with all applicable laws, bylaws, orders, directions, ordinances and regulations of any competent governmental authority in any way affecting the Licensed Area and improvements situate thereon, or their use and occupation, and to ensure that parties permitted to utilize the Licensed Area by the Licensee comply with the terms of this agreement and will not jeopardize the Licensee's compliance with the terms and conditions of this agreement;
- c) not to commit or suffer any willful or voluntary waste, spoil or destruction on the Licensed Area or do or suffer to be done thereon anything that may be or become a nuisance or annoyance to owners or occupiers of the property or the adjoining properties;

- d) to indemnify, save harmless, release and forever discharge the City, their elected and appointed officials and employees from and against all manners of actions, causes of actions, claims, debts, suits, damages demands and promises, at law or in equity, whether known or unknown, including without limitation for injury to persons or property including death, or any person directly or indirectly arising or resulting from, or attributable to, any act, omission, negligence or default of the Licensee in connection with or in a consequence of this agreement, save and except to the extent caused by any act, omission, negligence or default of the City, its elected and appointed officials and employees;
- e) to keep the Licensed Area in a safe, clean, tidy and sanitary condition satisfactory to the City and to make clean, tidy and sanitary any portion of the Licensed Area or any improvement that the City may direct by notice in writing to the Licensee;
- f) to use and occupy the Licensed Area in accordance with the provisions of this license including those provisions and requirements set forth in the Management Plan;
- g) to permit the City, or its authorized representative, to enter upon the Licensed Area at any time, with 72 hours of notice to the Licensee, to test, inspect or perform such other work as the City may deem necessary or desirable;
- h) that on the expiration or at the earlier cancellation of this agreement unless renewed:
 - i. to peaceably quit and deliver possession of the Licensed Area to the City;
 - ii. to remove all fixtures, structures, machinery, apparatus and all other things placed on the Licensed Area by the Licensee, leaving the Licensed Area in a clean and clear condition within one hundred and eighty (180) days of the termination of this agreement and leave the Licensed Area in good repair, restoring the Licensed Area to a condition similar to that at the Commencement Date. One hundred and eighty (180) days after the expiration or cancellation of this license, any improvements or fixtures that remain on the Licensed Area shall be absolutely forfeited and become the property of the City and the City, at their sole discretion, may remove any or all of the improvements or fixtures that were requested to be removed, but left by the Licensee, from the Licensed Area and the Licensee shall, on demand, compensate the City for all costs incurred by the City respecting their removal and disposal; and

- iii. to the extent necessary, this covenant shall survive the expiration or cancellation of this agreement;
- i) to effect and keep in force during the term, insurance against claims for personal injury, death, property damage or third party or public liability claims arising from any accident or occurrence on the Licensed Area to an amount not less than **FIVE MILLION (\$5,000,000.00) DOLLARS**, and to name the City as an additional insured on the policy with the inclusion of the following clauses:

“Cross Liability” clause:

“The insurance afforded by the insurance policy shall apply in the same manner to all insureds, as though separate policies were issued to each insured in the event an action is brought against any of the additional insured by or on behalf of any other named insured.”

“Cancellation” clause:

“It is understood and agreed that the coverage provided by this policy will not be changed or amended in any way or cancelled (prior to thirty (30) days after written notice of such change or cancellation shall have been given or sent by registered mail to additional insured).”

and deliver to the City written confirmation of the required insurance coverage upon execution of this agreement.

- j) the Licensee will provide the City with a new Certificate of Liability Insurance annually upon renewal;
- k) notwithstanding subsection i) of Section 5, the City may from time to time notify the Licensee that the amount of insurance posted by the Licensee pursuant to that subsection be changed and the Licensee shall, within sixty (60) days or receiving such notice, cause the amount of insurance posted, pursuant to subsection i) of Section 5 to be changed to the amount specified in the notice and deliver to the City written confirmation of the change.
- l) not to place any improvements on the Licensed Area other than those described elsewhere in this agreement, without prior written consent of the City;
- m) not cause or permit any unusual or objectionable noises, or lights, to emanate from the Licensed Area;
- n) not cause or permit any unusual or objectionable odours which may be noxious or offensive or which could constitute a public or private nuisance;
- o) not cause or permit any waste or damage;

- p) to observe and comply with any rules or regulations the City may make from time to time pertaining to the operation, reputation, safety, care or cleanliness of the Licensed Area and any use thereof as provided herein;
- q) that if, as a consequence of any release of a Hazardous Substance resulting from the Licensees use of the Licensed Area in or on the Licensed Area by the Licensee or its servants, agents, or contractors or any person for whom the Licensee is in law responsible, any actions are required to be taken in order to comply with any Government Requirement applicable to the use, presence or removal of such Hazardous Substance on or from the Licensed Area (including any Governmental Requirement relating to testing for or identification of Hazardous Substances) and if the Licensee has received notice in writing of such Governmental Requirement from the relevant authority (whether the requirement is made of the City or Licensee), then the Licensee shall at its expense take such action as required by the Governmental Requirement (or alternatively such other action as may be acceptable to the relevant authority after discussing with the Licensee). For the purposes of this paragraph:

Governmental Requirement(s) means all requirements made or imposed pursuant to law by federal, provincial, municipal or other governments including requirements of the Environmental Laws.

Hazardous Substances means any substances that are defined as or regulated as being waste, contaminants, pollutants, fungicides, insecticides, herbicides, dangerous substances, industrial waste, special waste, toxic substances, hazardous waste, hazardous material, or hazardous substance whether or not defined as such or pursuant to any law, regulation or order

Environmental Laws means all applicable federal, provincial, municipal or local laws, statutes or ordinances, as they may be amended from time to time after the Commencement Date of the license relating to the environment, occupational safety and the transportation or regulations of Hazardous Substances.

- r) that if, the Licensee fails to take any action required to be taken pursuant to any consequence of any release of a Hazardous Substance the City may (but not be obligated to) take such action after giving thirty (30) days written notice to the Licensee of its intention to do so, unless within such thirty (30) day period that Licensee has taken the required action or has commenced in and is continuing diligently to carry out such action, and the City shall for that purpose, be permitted to enter the Licensed Area with the appropriate equipment. The Licensee covenants to reimburse the City for all reasonable costs incurred by the City in taking such required action pursuant to the release of any Hazardous Substance within thirty (30) days

after receiving from the City an invoice and reasonable supporting details relating to such costs.

6. **Non-Exclusivity**

- 6.1 The Licensee acknowledges and agrees that this license herein shall not entitle the Licensee to exclusive possession of the Licensed Area.
- 6.2 The Licensee covenants and agrees not to interfere with the activities of any other person to enter on and use the Licensed Area under any prior or subsequent license granted by the City.
- 6.3 The parties hereto acknowledge that the license granted to the Licensee herein is a license only and shall not, under any circumstances, constitute a partnership, lease or joint venture between the parties.

7. **Assignment**

The License is not assignable.

8. **Cancellation**

8.1 In the event that:

- a) the City requires the Licensed Area for its own use or in its sole discretion, considers that it is in the public interest to cancel the rights herein granted, in whole or in part;
- b) the Licensee ceases to use the Licensed Area for the purposes permitted herein; or
- c) the City, in its sole discretion, considers that it is no longer necessary for the Licensee to use the Licensed Area for the purposes permitted herein;

the City may on **ONE HUNDRED AND EIGHTY (180)** days written notice to the Licensee, cancel this agreement and the rights herein granted, in whole or in part and the Licensee agrees that the City shall not be responsible for payment of any costs, compensation, reimbursement or any monies whatsoever as a result of a notice pursuant to paragraph 8.1 a), b) or c) except repayment of the prorated portion of any prepaid License Fee if notice is pursuant to paragraph 8.1 a) or c).

8.2 If the Licensee is in default in the observance of any covenant, agreements, provisions or conditions contained herein and such failure continues for a period of thirty (30) days after the giving of written notice by the City to the Licensee of the nature of the failure the City may cancel this agreement without prejudice to any rights to which the City has accrued under this agreement before the said cancellation.

8.3 Thirty (30) days after expiration or cancellation of this agreement, any improvements or fixtures that remain unremoved from the Licensed Area, shall be absolutely forfeited and become the property of the City and the City may remove them from the Licensed Area and the Licensee shall, on demand, compensate the City for all costs incurred by the City respecting their removal.

9. General

9.1 The terms and provisions of this agreement shall extend to, be binding upon and enure to the benefit of the parties, hereto and their successors and permitted assigns.

9.2 This agreement and all the terms and conditions of it may be inspected by the public at such times and at such places as the City may determine.

9.3 Time is of the essence in this agreement.

9.4 The records of the City shall be conclusive evidence of the contents of any schedule referred to in this agreement.

9.5 In this agreement, unless the context otherwise requires, the singular includes the plural and the masculine includes the feminine gender and a corporation.

9.6 Where in this agreement there is a reference to Bylaws, that reference shall include a reference to any subsequent enactment of like effect, and unless the context otherwise requires all Bylaws referred to herein are enactments of the City of Penticton.

9.7 Any waiver or acquiescence by the City of or in any breach by the Licensee of any covenant or condition shall not be deemed to be a waiver of the covenant or condition of any subsequent or other breach of any covenant or condition of this agreement.

9.8 If the Licensee continues to exercise the license granted after the expiration of the term of it without objection by the City and without any written agreement providing otherwise, the Licensee shall be deemed to be a Licensee from month to month, and subject to the provisions of this agreement insofar as applicable, but it shall be lawful for the City to cancel and determine the license granted by delivering to the Licensee notice to that effect, and upon delivery of such notice the license shall cease without prejudice to any rights of the City under this agreement accrued before the cancellation.

10. Notice

Any notice required to be given by either party shall be deemed to have been well and sufficiently given if mailed, emailed or delivered:

To the **City**:

171 Main Street
Penticton, BC V2A 5A9
Attn: Corporate Officer
Email: corpadmin@penticton.ca

To the **Licensee**:

Travel Penticton Society
120-888 Westminster Ave W.
Penticton, BC V2A 8S2
Email: ask@visitpenticton.com

Penticton & Wine Country Chamber of Commerce
185 Lakeshore Drive West
Penticton, BC, V2A 1B7
Email: director@penticton.org

or such other address as the Licensee may from time to time direct in writing, and any such notice by the City to the Licensee shall be deemed to have been received, if mailed, five (5) days after the time of mailing, or if emailed, seventy-two (72) hours after the time of email and if hand delivered upon the date of delivery. If normal mail, email service is interrupted by strike, slow down, force majeure or other cause, a notice sent by the impaired means of communication will not be deemed to have been received until actually received, and the City may utilize any such services which have not been so interrupted.

11. Payment of City's Expenses

If at any time an action is brought or the City is otherwise required to employ the services of a bailiff, an agent, or its solicitors because of a breach by an act or omission of any covenant herein contained on the part of the Licensee, the Licensee shall pay to the City all expenses incurred by the City in the enforcement of its rights and remedies hereunder (including the City's administrative costs and legal fees on a solicitor and his own client basis in connection therewith) together with interest thereon at the rate equivalent to the prime rate of Valley First Credit Union plus three percent (3%) per annum calculated monthly not in advance from the date due until paid. For the purposes of this paragraph the prime rate shall mean the annual percentage rate of interest established from time to time by Valley First Credit Union, Main Branch, Penticton, British Columbia as the base rate that will be used to determine rates of interest charged by it for Canadian Dollar loans to customers in Canada and designated by Valley First Credit Union as the prime rate.

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement on the following page as of the date and year first above written.

THE CORPORATION OF THE CITY OF PENTICTON

by its authorized signatories:

Angela Campbell, Director, Finance and Administration

Angie Collison, Corporate Officer

TRAVEL PENTICTON SOCIETY

by its authorized signatory(ies):

Per:

Per:

PENTICTON & WINE COUNTRY CHAMBER OF COMMERCE

by its authorized signatory(ies):

Per:

Per:

SCHEDULE A
LICENSED AREA

The Licensed Area shown outlined in red below:



SCHEDULE B MANAGEMENT PLAN

The Licensee shall have the use of the Licensed Area shown outlined in red on Schedule A for the purpose of operating a Visitor Information Centre and Chamber of Commerce.

1. Annual Requirements

The Licensee must annually ensure they have:

- a) Work Safe BC;
- b) City of Penticton Business License;
- c) Evidence of Insurance as indicated in this agreement.

2. Parking

The City will designate four (4) "Visitor Centre/Chamber" parking spaces in front of the Licensed Area shown outlined in red on Schedule A.

3. Vandalism

- 3.1 All incidents of vandalism shall be repaired within 48 hours of occurrence.
- 3.2 The Licensee is responsible for removal of graffiti from the Licensed Area.

4. Miscellaneous

- 4.1 Notwithstanding the above, the Licensee shall carry out all maintenance necessary to maintain the facility in a safe and first class condition.
- 4.2 The Licensee shall not utilize an area larger than the Licensed Area.
- 4.3 The Licensee shall not place signs outside of the Licensed Area without the consent of the City.
- 4.4 The Licensee shall not place any permanent structures in the Licensed Area without the consent of the City.
- 4.5 The Licensee shall be responsible for the costs of all telecommunications equipment and services including wired & wireless internet.
- 4.6 The Licensee shall be responsible for any leasehold improvements carried out to the Licensed Area. Any leasehold improvements will require written consent of the City.
- 4.7 The City shall be responsible for the major building systems for the Licensed Area.

5. **Safety/Protection**

5.1 The Licensee shall ensure proper procedures are followed for:

- a) Fire Safety/Evacuation
- b) W.H.M.I.S.
- c) Accident/Incident Reporting
- d) Safety Program (WCB)

5.2 The Licensee shall ensure that all staff receives proper instruction on the use and operation of any fire safety equipment.

5.3 The Licensee shall ensure all fire extinguishers are kept up to date.

5.4 Any and all accidents or damages involving an employee or volunteer of the Licensee that occurs within the Licensed Area MUST be immediately reported to the City's Occupational Health & Safety Representative, Daniel York at 250-490-2553 or daniel.york@penticton.ca.

5.5 All accidents or incidents shall be reported to the City within 48 hours of occurrence, wherein a representative of the City will investigate the occurrence.

6. **Special Provisions**

This agreement does not grant authority for any future or existing permanent placements and is not to be construed as authorization or permission for those placements to remain in place outside of the terms of this agreement.

Council Report

penticton.ca

Date: May 7, 2024
To: Anthony Haddad, City Manager
From: Sheri Raposo, Land Administrator

File No: 4320-80

Subject: License to Use Agreement – Ministry of Environment and Climate Change Strategy

Staff Recommendation

THAT Council approve the five (5) year License to Use Agreement, with a five (5) year renewal clause, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station;

AND THAT Council authorize the Director of Finance and Administration and Corporate Officer to execute the License to Use agreements.

Strategic priority objective

Vibrant & Connected: Support community building partnerships with Penticton Indian Band, other local governments and organizations, as well as inter-governmental partnerships with the Province and Federal Governments.

Background

The B.C. Ministry of Environment and Climate Change Strategy (ENV) is seeking approval to install a long-term air quality monitoring station on City land. The proposed station would provide real-time measurements of fine particulate matter, nitrogen dioxide and ground-level ozone and would allow the reporting of local Air Quality Health Index Values (AQHI) for Penticton and the wider South Okanagan region.

It is designed to help citizens make decisions to protect their health by limiting exposure and adjusting activity levels during periods with increased levels of air pollution. In recent years, wildfire smoke has been a major contributor to air pollution in communities throughout the Province.

There is a current temporary air quality station at the Government office on Industrial Avenue. This was put in place while the Ministry and the City worked together at seeking a longer-term solution.

The temporary single instrument monitoring station only provides part of the information that is required. The temporary location will be removed once the new Air quality monitoring station is in place.

This specific site was chosen, after an extensive review of locating a suitable site that is in close proximity to where people are, the proper elevation, and far enough away from large pollution generators, such as cars and businesses, while not impeding on any current uses of the land.

On April 16, 2024, staff brought forward the request to Council to refer the five (5) year License to Use Agreement, with a five (5) year renewal clause, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station, to the Parks & Recreation Advisory Committee for their review and recommendation.

With the following outcome:

8.2	<u>License to Use Agreement – Ministry of Environment and Climate Change Strategy</u>
	Re: 1051 Penticton Avenue
103/2024	It was MOVED and SECONDED THAT Council refer the five (5) year License to Use Agreement, with a five (5) year renewal clause, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station, to the Parks & Recreation Advisory Committee for their review and recommendation.
	CARRIED UNANIMOUSLY

Park Land Protection and Use Policy References

As this is on City parkland, the Park Land Protection and Use Policy requires any Agreements within our parkland follow the proper step procedure and receive a committee recommendation. City staff completed their final procedural step and presented a report and a recommendation to the Parks and Recreation Advisory Committee (PRAC) on April 24, 2024, with the following outcome:

3.1	<u>License to Use Agreement – Ministry of Environment and Climate Change Strategy</u>
	Re: 1051 Penticton Avenue
	It was MOVED and SECONDED THAT the Parks and Recreation Advisory Committee recommend that Council approve the five (5) year License to Use Agreement, with a five (5) year renewal clause, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station.
	CARRIED UNANIMOUSLY

License to Use Summary

The proposed term of the License to Use Agreement (LTU) will be for a five (5) year term with a five (5) year renewal term. The cost of installation, operation, safety, security and maintenance of the unit and the Licensed area will be the responsibility of the Ministry of Environment. Staff have requested that the unit be wrapped, to blend into the surroundings, as well as to provide information at the site regarding what the unit is and how to connect people to the air quality data.

Financial Implication

Under the proposed License to Use Agreement, the Ministry of Environment and Climate Change Strategy will have a License to Use Agreement for the property for a \$1.00 nominal rate.

Analysis

As outlined in the Ministry of Environments proposal, Attachment B, Penticton is one of the only communities of comparable size without a dedicated long-term air quality monitoring station and a locally generated AQHI value. Demand for local, accurate, real-time air quality in Penticton and the South Okanagan is evident from the large number of public and media inquiries received during wildfire events in recent years, including from the City’s own Emergency Operations Centre and Health and Safety staff.

Given that this proposal provides the Ministry of Environment the opportunity to provide our staff, residents and visitors with local, accurate and real-time air quality values, staff are supportive of entering into the LTU with the Ministry of Environment.

Alternate recommendations

THAT Council deny the five (5) year License to Use Agreement, with the Ministry of Environment and Climate Change Strategy, for the use of a portion of McNicoll Park located at 1051 Penticton Avenue, for an air quality monitoring station.

Attachments

- Attachment A – Proposed Site Location
- Attachment B – Air Quality Monitoring Proposal

Respectfully submitted,

Sheri Raposo, Land Administrator

Concurrence

<p>General Manager, Infrastructure</p> <p style="text-align: center;"><i>ZD</i></p>	<p>Director, Community Services</p> <p style="text-align: center;"><i>KJ</i></p>	<p>Director, Finance & Administration</p> <p style="text-align: center;"><i>AMC</i></p>	<p>City Manager</p> <p style="text-align: center;"><i>SLH</i></p>
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The air quality monitoring station will be located within the red highlighted area.



Proposal for Long-Term Air Quality Monitoring in Penticton

Overview

The B.C. Ministry of Environment and Climate Change Strategy (ENV) is seeking approval to install a long-term air quality monitoring station on city land in Penticton.

The proposed station would provide real-time measurements of fine particulate matter (PM_{2.5}), nitrogen dioxide (NO₂) and ground-level ozone (O₃) and would allow the reporting of local Air Quality Health Index (AQHI) values for Penticton and the wider South Okanagan region. The AQHI is a tool that is designed to help citizens to make decisions to protect their health by limiting exposure and adjusting activity levels during periods with increased levels of air pollution. In recent years, wildfire smoke has been a major contributor to air pollution in communities throughout the province.

ENV seeks the support of Penticton City Council to establish a long-term air quality monitoring station on city land adjacent to École Entre-Lacs and the Penticton Creek Pathway.

Rationale

Penticton is one of the only communities of comparable size in B.C. without a dedicated long-term air quality monitoring station and a locally generated AQHI value. ENV currently operates a temporary PM_{2.5} monitoring instrument at the provincial office on Industrial Avenue. Demand for local, accurate, real-time air quality in Penticton and the South Okanagan is evident from the large number of public and media inquiries received during wildfire events in the past few years.

ENV has capital and operational funding set aside for the establishment of the station and requires a local partner that is willing to host the necessary equipment on a suitable site. Site selection requires consideration and balancing of relevant technical and logistical factors. Siting requirements include the need for an open area with sufficient distance from objects that can affect the flow of air such as buildings and trees. Given the topography and urban density of Penticton, there are a limited number of suitable locations. The identified site on city land adjacent to École Entre-Lacs has a favourable balance of these factors and we hope that the City of Penticton will be willing to enter into a partnership to provide air quality data to your residents.

Specifications

The proposed monitoring station approximate location is shown in orange in the map below:

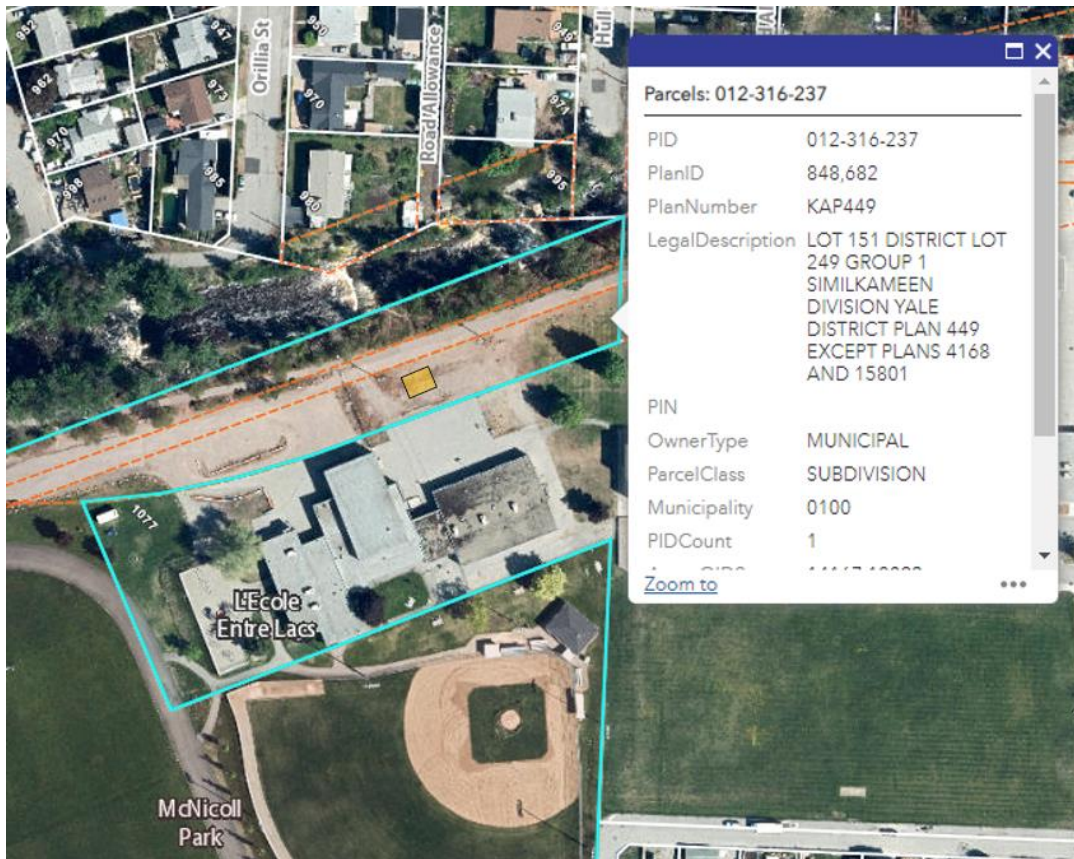


Figure 1 GIS Screenshot of Proposed Air Quality Monitoring Location Adjacent to École Entre-Lacs in Pentiction

The site footprint would be approximately 21' x 25' , fully within Parcel ID 012-316-237.

The installation would consist of the following equipment:

- 9' x 13' x 9' off-white steel shelter fitted with an exterior ladder and steel roof railings
- 10 metre self-supporting tower used for meteorological monitoring
- HVAC (heating, ventilating and air conditioning) unit
- 8' security fencing encompassing the shelter (1 ¼" chainlink) with maximum 6' clearance from each side of the shelter
- Interlocking road crush foundation with geo-fabric and retaining border to the fence
- In ground electric shielded cable or other appropriate connection, and grounding plates

The interior of the shelter will house continuous air quality monitoring equipment, a data logger, cellular modem, router, conduit and wire, as well as equipment and supplies necessary for the maintenance of the station.

Pictures of the proposed site, the shelter designated for this project and the proposed site as well as pictures of similar installations in other communities are shown on the next three pages.

Photo 1 Ground view of proposed site of air quality monitoring station adjacent to École Entre-Lacs



Photo 2 Air quality monitoring shelter designated for Pentiction



Photo 3 Kelowna KLO Road air quality monitoring station, with security fence



Photo 4 Smithers Muheim Memorial School air quality monitoring station, with security fence



Photo 5 Quesnel Johnston Avenue air quality monitoring station, without security fence



Additional Details

ENV's regional air quality technician is based in Kamloops and would be visiting the station on a regular basis (at least monthly) to perform maintenance on equipment. ENV's Air Audit Team would also be visiting the station twice per year to conduct independent audits. Site access will generally be during regular business hours, unless there are urgent maintenance issues requiring intervention.

Data collected at the site will be uploaded hourly to the provincial database and available publicly through the gov.bc.ca/airquality portal. The data will support AQHI reporting for the South Okanagan, issuing of Air Quality Advisories and Smoky Skies Bulletins, as well as analysis and interpretation of long-term trends in air pollution.

Since the proposed location is within a park, ENV would be supportive of measures to make the site more attractive and/or informative to the general public, such as signage or a wrap.

ENV air quality monitoring and stewardship staff will support outreach efforts in the community such as educating the public about the station, providing tours when appropriate and working with city staff to help interpret the data collected.

Proposed Next Steps

With the City of Penticton's support, the proposed next steps for this project will be:

City of Penticton

- Obtaining approvals from Council and the Parks and Recreation Committee. The land parcel is zoned P2 Parks and Recreation.

ENV

- Preparing a draft Land Use Agreement for signature by both parties. A draft 10-year agreement using our standard language is attached to this proposal.
- Consulting with the City of Penticton Utilities Department to determine the process and requirements for establishing electrical service to the station.
- Preparing a Request for Proposals for contractors to complete the installation work.

Contact:

Chris Doughty, Head, Air Quality Monitoring Unit
B.C. Ministry of Environment and Climate Change Strategy
chris.doughty@gov.bc.ca
(236) 468-2290

Council Report



Date: May 7, 2024 **File No:** RMS/877 Westminster Ave W
To: Anthony Haddad, City Manager
From: Blake Laven, Director of Development Services
Address: 813, 825, 877 Westminster Avenue West
Subject: **Official Community Plan Amendment Application for 813, 825, 877 Westminster Ave W**

Staff Recommendation

THAT Council, following the *Community Engagement for OCP Amendments Procedure*, direct staff to commence public engagement for a proposed Official Community Plan amendment to change the future land use designation on 813, 825, 877 Westminster Avenue West from 'Urban Residential' to 'Tourist Commercial'.

Strategic Priority Objective

Livable and Accessible: Proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

Proposal

The City has received a revised proposal for a mixed-use development at 813, 825, 877 Westminster Avenue West (the 'subject properties'), consisting of residential buildings and buildings dedicated for tourist accommodation (strata hotel). The applicant is proposing to change the Official Community Plan (OCP) future land use designation on the properties from 'Urban Residential' to 'Tourist Commercial' to support the vision. The applicant has submitted a Letter of Intent (Attachment 'C') which further explains their proposal for the subject properties.



Figure 1 – Conceptual Rendering of Proposed Development

The applicant has also submitted an application to rezone 813 Westminster Ave W from C8 (Vehicle Service Station) to CT1 (Tourist Commercial), and a portion of 877 Westminster Ave W from C7 (Service Commercial) to CT1 (Tourist Commercial). Additionally, the application has applied for site-specific zoning on 813, 825, and 877 Westminster Ave W to allow residential uses on the lot and adjust some of the development regulations. The full application package would be analyzed by staff and presented to Council following the public engagement period.

The purpose of this report is to provide Council and the public with an engagement plan for the proposed OCP amendment. Through the OCP (2021) and rezoning process (2022) the subject property has undergone an engagement period which saw support for the proposed development. Staff are recommending further engagement to ensure due process within the City's *Community Engagement for OCP Amendments Procedure*.

Context

Site Context

The subject site consists of three separate properties 813, 825 and 877 Westminster Ave West (referred to as 877 Westminster Ave W or the subject site) - totaling approximately 4.8 acres (1.9 ha) in size and currently contains the El Rancho Motor Hotel as well as some minor vacant retail spaces.

The site is located at the intersection of Westminster Ave West and Power Street, across Westminster Avenue from the Penticton Trade and Convention Centre (PTCC) and within walking distance of Okanagan Lake Beach, Lakawanna Park, and Riverside Plaza. The surrounding neighbourhood contains a diverse mix of zones including commercial uses in the nearby Riverside Plaza, motor vehicle sales and service along the Westminster Ave corridor, motels and hotels and several parks and public assembly uses.

Current OCP and zoning

The OCP future land use designation on the subject property is 'Urban Residential'. The Urban Residential designation supports higher density 3-6 storey apartment neighbourhoods in higher-amenity areas where building construction is primarily wood frame. The Urban Residential designation envisions heights up to 6 storeys.

The lands are currently zoned CT1 (Tourist Commercial), C7 (Service Commercial) and C8 (Vehicle Service Station). Only the part of the property currently zoned CT1 would support the uses envisioned by the owner.

Background

In June 2020, an OCP Amendment application was received for the subject properties. The application proposed to amend the OCP future land use designation on the property from 'Tourist Commercial' to 'Urban Residential', with the intent of having a resort residential style development that both accommodated long-term residents, but also allowed short-term rentals and strata hotel-style development. The application was presented to Council and public engagement took place to understand whether the community supported the proposed land use change.

First reading of the proposed land use change was eventually defeated at Council (September 15, 2020). The applicants then made minor revisions to the plans adding some commercial components and resubmitted

their application for consideration. Council eventually adopted the OCP amendment bylaw (September 7, 2021) putting in place the current 'Urban Residential' designation.

A zoning amendment bylaw was also supported by Council in 2022 but did not move past third reading as the property owner was still working through the conditions of adoption (road dedication, tree protection).

During the OCP and zoning applications the City was also in the process of creating the North Gateway Plan, an area plan specifically focused on land uses around the PTCC and SOEC. The plans that the developer of 877 Westminster Avenue was working on were incorporated into the North Gateway planning process. The North Gateway plan envisions tourist accommodation uses as well as long term residential uses to support the SOEC and PTCC. While the north side of Westminster Avenue was mostly designated as residential, that was more a reflection of the developer's plans than a final policy decision on where tourist commercial uses should be located. The plan calls for up to 350 new tourist accommodation rooms as well as 25k – 35k square feet of new commercial floor area.

As the property owner was working through the zoning conditions and readying for the next stages of development, the Province changed their rules around short-term rentals, fettering the proposed land use approach (a mix of strata titled long and short term residential units). The vision of a primarily residentially zoned area that allowed for the tourist commercial / vacation rental uses, is not able to be realized under the new provincial rules. The property owner feels that changing the OCP designation and zoning to a tourist accommodation zone that allows residential uses as ancillary uses, will better align the vision of the project with the new provincial rules, without substantially changing what was previously shared with the public and approved by Council.

This change in zoning also requires a change to the OCP land use designation, which is the application before Council today.

Summary of previous engagement / consultation work

During the last engagement process, the City heard from 464 citizens, including 25% who live at or near the subject properties. The majority of the respondents (73%) were open to changing the land use designation from Tourist Commercial to Urban Residential. Those that were open to the change supported the addition of more housing and the prospect of new development on this site. Those who were not supportive or were supportive with conditions expressed concern about the impact to the existing tenants and the need to not restrict the development for 55 + residents. Many of the participants (93%) were also very interested in learning more about the proposal should it move forward.

During the rezoning process, several concerns were raised regarding the height of the buildings along Power Street, accessibility requirements, protection of trees and climate action considerations (sustainable design).

During the development of the North Gateway Plan several rounds of engagement also occurred. As the development plans for the subject property were known at the time, they were incorporated into the engagement materials where possible. The public had many opportunities to comment on the plan specifically but also the plans for the subject property in general.

Technical Review

This Official Community Plan amendment application was reviewed by the Technical Planning Committee, a group of internal city staff who review development applications. Staff provided high-level comments regarding servicing upgrades, tree protection, road widening, and future building requirements. As the plans are similar from a development perspective, much of the previous review work is still valid, despite the proposed change in OCP designation. Nevertheless, a full technical review will be conducted at appropriate stages of the development, with a special emphasis on items such as road design (in alignment with the vision of the North Gateway plan and tree protection requirements).

Engagement Plan

Staff will follow the *Community Engagement for OCP Amendments Procedure* to ensure adequate and meaningful consultation with the community. The community engagement will be led by City staff, over a one-month period from mid-May to mid-June. Staff will also rely on the information shared by the public between 2020 and 2022.

The following list summarizes the main methods that will be used to raise awareness about this application and the opportunities for residents to provide feedback through the engagement period:

1. Project page on www.shapeyourcitypenticton.ca - central location to share information and gather feedback, including an email blast to the Shape Your City Penticton database advising of the engagement beginning,
2. Notices mailed to neighbours within a 100m buffer of the properties,
3. Notice sign posted on the subject properties,
4. Short video presentation on proposed development to be included on shape your city portal,
5. Consult with targeted agencies and interest groups (i.e. Local First Nations, Ministry of Transportation, BC Transit etc.),
6. Media releases issued,
7. Newspaper advertisements.

Staff are recommending that Council give direction to carry out the proposed community engagement prior to staff presenting the complete development application package to Council for consideration and first reading of the bylaws.

Financial Implication

City staff will be leading the public engagement period. The applicant has paid the required application fees, which account for the required staff time to conduct the engagement for the proposed development.

Climate Action Plan Concurrence

The subject report is only dealing with the engagement aspects of the project. A full review of the development proposal's alignment with the City's Climate Action Plan will be included in any future reports dealing with the development proposal. Nevertheless, staff can share, that infill development typically is favoured by the Climate Action Plan over other forms of development from a sustainability perspective as infill makes better use of existing infrastructure. Furthermore, any development will be required to meet the

City’s step code and zero carbon step code levels of the day as well and bicycle parking accommodations and other minimum requirements.

Analysis

The applicant is proposing to change the OCP future land use designation on the subject property from ‘Urban Residential’ to ‘Tourist Commercial’.

Urban Residential Designation (Current designation)

The Urban Residential land use designation is described in the OCP as higher density 3-6 storey apartment neighbourhoods in higher-amenity areas where building construction is primarily wood frame. This designation supports a variety of residential uses, and limited retail/services (Figure 2).

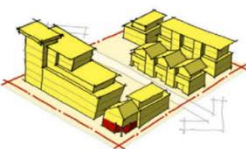
Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
 <p>Urban Residential</p>	Higher-density 3-6 storey apartment neighbourhoods in higher-amenity areas where building construction is primarily wood frame.	<ul style="list-style-type: none"> Townhouses and stacked townhouses Low-rise and mid-rise apartment/condo buildings 	<ul style="list-style-type: none"> Residential Limited Retail/Service 	<ul style="list-style-type: none"> Heights up to 6 storeys 	<ul style="list-style-type: none"> RM3
<p>Site-Specific Urban Residential Policy Statement: 556 to 736 Lakeshore Drive West: Development up to a maximum of four storeys can be considered subject to assessment of urban design impacts on Lakeshore Drive and the waterfront, Lakawanna Park and neighbouring properties on Churchill Avenue.</p>					

Figure 2 – Urban Residential Future Land Use Designation

Tourist Commercial Use Designation (Proposed designation)

The question for the community and Council to consider is whether the ‘Tourist Commercial’ land use designation represents what the community wants to see at this location in the future. This change in land use designation would allow for the rezoning of the lands in support of a strata hotel development with some residential components. This designation supports areas that serve both visitors and residents, providing accommodation, entertainment, and food and beverage, with buildings generally up to 6 storeys in height (Figure 3). In this case, the developer is also asking that residential uses be permitted as well as tourist commercial uses.

Land Use	Description	Building Type(s)	Uses	Height / Density	Zone(s)
 <p>Tourist Commercial</p>	Areas that serve both visitors and residents, providing accommodation, entertainment, and food and beverage, as well as resort residential uses.	<ul style="list-style-type: none"> Hotels Motels Restaurants Complementary residential uses where appropriate 	<ul style="list-style-type: none"> Tourist Accommodation, Restaurant, Entertainment, Service Retail Supporting Residential and Office Uses 	<ul style="list-style-type: none"> Up to 6 storeys (18m) 	<ul style="list-style-type: none"> CT1 CT2
<p>Site-Specific Tourist Commercial Policy Statement: 3200 Evergreen Drive (Wiltse South Block) - tourist accommodation resort with a maximum of 20 units and a maximum floor area of 1850m²</p>					

Figure 3 – Tourist Commercial Future Land Use

Initial Analysis

After initial review of the application package, staff consider that the application has merit for Council consideration given that:

1. The development plans have not fundamentally changed from what was supported by the City in 2021 and 2022. The main change being the change the main focus on tourist accommodation rather than long-term residential. The built form of the development remains unchanged.
2. The location of the development is within walking distance of various amenities and Okanagan College. The location is within walking distance of Okanagan Lake Beach, Lakawanna Park, the Trade and Convention Centre, Community Centre, and Riverside Plaza and tourist commercial uses would support other City initiatives around the North Gateway.

Staff's full analysis of the proposed development and its alignment with the OCP vision, goals, policy, and overall growth plan will be presented in future staff reports, following the engagement period.

Next Steps

Should Council support the staff recommendation to proceed to public engagement, staff would commence the engagement period. In moving to public engagement, this does not signify that Council has endorsed, supported or approved the proposed development. Rather, this indicates that Council would like to engage with residents and interest groups to see what the community's thoughts are for the change back to a Tourist Commercial designation.

As stated above, this property was the subject of an extensive consultation process recently and the plans have not substantially changed. Once engagement has been completed, staff will prepare a summary of the results that will be shared with the applicant, Council and the public. Staff would also prepare subsequent reports for Council to consider formal bylaws for the OCP amendment. As part of this process, a statutory Public Hearing would be held after first reading, where residents would be able to provide further comments on the proposed development directly to Council, prior to further consideration of the bylaws by Council.

When staff present back to Council with the OCP amendment bylaw, the staff report will include a complete analysis of the application package and a summary of the community engagement results for this proposed land use change.

Alternate Recommendations

Council may consider that changing the OCP designation back to Tourist Commercial is not in the City's interest at this time, given the overwhelming need for long term housing in the community. If that is the case, Council can decide to not support the engagement plan (Alternative 1).

1. THAT Council not support the engagement plan and direct staff to work with the applicant on a residentially focused development.

Attachments

Attachment A – Zoning Map

Attachment B – Official Community Plan Map

Attachment C – Letter of Intent

Respectfully submitted,

Blake Laven

Director of Development Services

Concurrence

Director of finance and Administration <i>AMC</i>	General Manager of Infrastructure <i>KD</i>	City Manager <i>SPH</i>
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Attachment A – Zoning Map



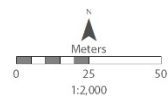
813, 825, 877 Westminster Ave W

OCP Map



Legend

- Subject Parcel
- Future Land Use
- Ground Oriented Residential
- Tourist Commercial
- Institutional and Civic
- Urban Residential
- Mixed Use



Terms of Use: The City of Penticton is a repository of public information in both printed and digital form. This means accuracy and completeness of this information varies. As a result, the City does not warrant in any way the mapping information included in 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.

Thursday, April 4, 2024 11:49:50 AM

pentiction.ca

Attachment B – Official Community Plan Map



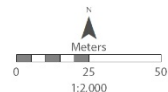
813, 825, 877 Westminster Ave W

Zoning Map



Legend

- Subject Parcel
- R2 - Small Lot Residential
- RSM - Mobile Home Park Housing
- RD2 - Duplex Housing: Lane
- RM2 - Low Density Multiple Housing
- RM3 - Medium Density Multiple Housing
- RM4 - High Density Multiple Housing
- C7 - Service Commercial
- C8 - Vehicle Service Station
- CT1 - Tourist Commercial
- P1 - Public Assembly
- P2 - Parks and Recreation
- CD8 - Comprehensive Development (795 Westminster Ave W)



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Attachment C – Letter of Intent

**EL Rancho Development Proposal
813, 825 & 877 Westminster Ave. West**

January 30, 2024

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

RE: OCP Amendment to Tourism Commercial

Dear Mayor & Council,

We would like to request the Council reverse the 2021 OCP Amendment to return the OCP for 813, 825 & 877 Westminster to its original Tourist Commercial Designation.

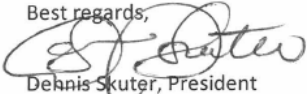
The OCP Amendment Bylaw No.2021-25 was presented to council on August 17, 2021, to revise the OCP for 813,825 & 877 Westminster Ave from Tourism Commercial to Urban Residential. This was to allow the site to diversify what was to be built to include both tourist accommodations and residential. The project was to be a Strata owned condo rental and a Strata condo residential project.

The project plan included a strata owner rental component similar to Pan Pacific Whistler Village, Pan Pacific Whistler Mountainside, Watermark Beach and Walnut Beach Resort in Osoyoos and Stonegate & Stonebridge Resorts at Big White which I developed. The property, with a Rental Management Agreement, whereby the owners may offer their property for short term rentals centrally managed from an on-site reservation center and will include resort amenities such as a fitness center, café lounge, bike rentals and outdoor resort style pool facilities.

Originally, we felt that the change in designation to Urban Residential would enhance the opportunity to support the “North Gateway” vision and still provide residential housing that was much needed.

Given the recent changes to the provincial government’s short term rental restrictions and legislation as well as ongoing concern for more punitive legislation in the future, we believe the only way to safeguard both our vision and the North Gate Vision is to amend the OCP back to Tourism Commercial so we can then keep our current Tourism Commercial zoning which allows for a hotel strata resort and will meet the provincial guidelines for short term rentals. With the loss of approximately half the current Short Term rental standalone licenses this coming year, the need for condo style short term rentals will be imperative to host the many Events held in Penticton.

This revision will align with the City’s emerging vision for the new “North Gateway Plan”, fronting the Trade and Convention Centre across Westminster Avenue and allow us to continue with the original concept plan.

Best regards,

Dennis Skuter, President
Lindenhome Corporation

Lindenhome Corporation
2565 Whitworth Road,
West Kelowna, BC V4T 2K5
Tel 250-470-8000 Fax 250-768-2525
ds@mspiwest.com

January 31, 2024

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

Dear Mayor & Council,

RE: Current Zoning Amendment to Tourist Commercial Zoning
Site ID: 9826 813, 825, 877 Westminster Ave West, Penticton, BC V2A 1L1
El Rancho Motel Project

We request to amend the current zoning at 813, 825 & 877 Westminster Ave W., Penticton, BC. The new BC Short-Term Rental Accommodation Regulation has determined the need to maintain the current Tourism Commercial Zoning with an Amended Clause that would allow residential occupancy to the tourist accommodations as per attached proposed CT1 Zoning Amendment Schedule.


This would allow us to continue with our development as designed and offer the short-term rentals the City originally requested, within a Strata Titled Corporation, while also allowing residential condos within a separate Strata Titled Corporation.

Our proposal retains the existing Tourist Commercial Zoning to provide a comprehensive solution allowing strata hotel short term rentals & residential use. A separate Strata for each different use would provide compliance with the Provincial mandate.

See provincial requirement "Accommodation Types Exempt from Principal Residence requirement:

- Strata titled hotel or motel if the owner may not use the property as a principal residence
due to mandatory provisions in a rental pool or rental management agreement."

We ask that the City support such a change so we can move forward without delay.

Best regards,

Dennis Skuter, President
Lindenhome Corporation

Council Report

penticton.ca

Date: May 7, 2024
To: Anthony Haddad, City Manager
From: Gabe Tamminga, Planner I
Address: 795 Ontario Street

File No: RMS/795 Ontario St

Subject: **Zoning Amendment Bylaw 2024-20**
Development Permit PL2024-9761
Development Variance Permit PL2024-9760

Staff Recommendation

THAT Council give first, second, and third reading to "Zoning Amendment Bylaw No. 2024-20" for Lot 1 District Lot 249 Similkameen Division Yale District Plan 4847, located at 795 Ontario Street. A bylaw to rezone the property from R2 (Small Lot Residential) to RM2 (Low Density Multiple Housing);

AND THAT Council adopt "Zoning Amendment Bylaw No. 2024-20;

AND THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2024-20", consider "Development Variance Permit PL2024-9760" for Lot 1 District Lot 249 Similkameen Division Yale District Plan 4847, located at 795 Ontario Street, a permit to vary Table 6.2 – Standard Car Parking Dimensions to reduce the required accessible stall width from 3.7m to 3.0m, with the requirement that the stall be located adjacent to the proposed 1.25m wide pedestrian walkway;

AND THAT Council subject to adoption of "Zoning Amendment Bylaw No. 2024-20", approve "Development Permit PL2024-9761" for Lot 1 District Lot 249 Similkameen Division Yale District Plan 4847, located at 795 Ontario Street, a permit to approve the form and character of two 4-unit townhouses (eight dwelling units).

Strategic Priority Objective

Livable and Accessible: Proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

Proposal

The applicant is proposing to construct two 4-unit townhouses (8 dwelling units in total), this is consistent with the property's Official Community Plan future land use designation of 'Ground Oriented Residential'. In order to proceed, the applicant has requested the property be rezoned from R2 – Small Lot Residential to RM2 – Low



Figure 1 - Rendering of Proposed Development

Density Multiple Housing (Figure 2). Further, the applicant requires a development variance permit to reduce the size of the required accessible parking stall from 3.7m to 3.0m, and Development Permit approval for the form and character of the buildings, which have been included for Council’s consideration.

Background

The subject property is 902m² in size and is located on the west side of Ontario Street with Pentiction Creek across the street (Figure 2). The property currently contains one single-family dwelling built in the 1960’s and two small accessory buildings in the rear. Directly to the north and the south of the subject property, there are duplex buildings on the neighbouring properties along Ontario Street. The surrounding area is a mixture of housing types with apartments, townhomes, duplexes and single-family dwellings along Ontario Street, Forestbrook Drive and Government Street.

Climate Impact

The development proposes 8 townhouse units on this lot, which is increasing density in an area that is in close proximity to services, schools and transportation. The BC Transit bus ‘Route 2 – Westside/Pentiction’ travels down Forestbrook Drive and past the subject property with stops within walking distance for people in this neighbourhood, providing alternative forms of transportation to vehicle trips.



Figure 2 - Property Location Map

A Level 2 Electric Vehicle ready space must be provided for each dwelling unit (8 total), therefore creating additional options for sustainable forms of transportation.

Additionally, the applicant has provided 8 Class 1 bicycle parking spaces (1 per dwelling unit) and 2 Class 2 spaces near the front of the property. This promotes alternative forms of transportation in areas of the City that have access to bicycle lanes.

The proposed development will be required to follow the 2024 BC Building Code. The buildings will have to meet Step 3 of the BC Energy Step Code. Step 3 requires new builds to be at minimum 20% more efficient than standard (2018 BCBC baseline).

Technical Review

The application was reviewed by the City’s Technical Planning Committee (TPC). Typical frontage and servicing upgrade requirements have been identified for the building permit process, if the rezoning, development variance permit, and development permit applications are supported by Council. These items have been communicated to the applicant.

Development Statistics

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

	RM2 Zone Requirement	Provided on Plans
Minimum Lot Width*:	18 m	18.432m
Minimum Lot Area*:	540 m ²	902.45m²
Maximum Lot Coverage:	40%	37.78%
Maximum Density:	0.8 Floor Area Ratio (FAR)	0.8 FAR
Vehicle Parking:	<p>Total Vehicle Spaces Required: 1 per dwelling unit (8 vehicle parking spaces total) 0.25 visitor parking spaces per unit (2 visitor parking spaces total) 1 accessible stall per 10 Total Required: 10 spaces</p>	<p>Total Vehicle Spaces Provided: 8 Vehicle Parking Spaces 2 Visitor Parking Spaces 1 Accessible Parking Space *Development Variance Permit has been requested for the width of the accessible stall Total Provided: 10</p>
Level 2 Electric Vehicle (EV) Ready Chargers:	<p>Total EV Ready Required: 1 per dwelling unit Total Required: 8 chargers</p>	<p>Total EV Ready Chargers Provided: 8 chargers</p>
Bicycle Parking:	<p>0.5 per dwelling unit (Class 1) Total Class 1 Required: 4 0.1 per dwelling unit (Class 2) Total Class 2 Required: 0</p>	<p>Total Class 1 Provided: 8 spaces Total Class 2 Provided: 2 spaces</p>
Required Setbacks Front Yard (Ontario St): Side Yard (north): Side Yard (south): Rear Yard (lane):	<p>3.0 m 1.5 m 1.5 m 6.0 m</p>	<p>7.12m 2.0m 5.61m 6.81m</p>
Landscape Buffer (north)	<p>Total Required: Minimum 2.0 m wide and one tree for every 10.0 m buffer area. One shrub for every meter of buffer area. Total Required: 2.0m wide, 4 trees, 48 shrubs</p>	<p>Total Provided: 2.0m wide, 4 trees, 48 shrubs</p>
Landscape Buffer (south)	<p>Total Required: Minimum 3.0 m wide and one tree for every 10.0 m buffer area. One shrub for every meter of buffer area. Total Required: 3.0m wide, 4 trees, 48 shrubs</p>	<p>Total Provided: 3.0m wide, 8 trees, 102 shrubs</p>
Maximum Building Height	12 m	Building 1: 7.12m

	RM2 Zone Requirement	Provided on Plans
		Building 2: 7.35m
Other Information:	*Lot width and lot area are only applicable at the time of subdivision.	

Financial Implication

The applicant is responsible for all development costs, including any service upgrades and the payment of Development Cost Charges (DCC’s) to help offset the added demand on City services from the proposed development.

Analysis

Zoning Amendment

The Official Community Plan (OCP) designation for the property is ‘Ground Oriented Residential’, which supports medium density residential developments where each unit has its own ground-oriented exterior door. This land use designation supports building types such as duplexes, cluster housing and townhomes. The applicant is proposing to construct two 4-unit townhouses (eight dwelling units) on the property. The development and density proposed on the property are aligned with the vision of properties designated within the ‘Ground Oriented Residential’ designation.

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.	<ul style="list-style-type: none"> • Duplexes with suites • Cluster housing • Fourplexes higher-density rowhouses • Townhouses and stacked townhouses • Bareland strata developments 	<ul style="list-style-type: none"> • Residential • Limited Service/ Retail 	<ul style="list-style-type: none"> • Up to 3 ½ storeys 	<ul style="list-style-type: none"> • RM2 • RM5 • C2

Figure 3 - OCP Land Use Designation

Staff consider that the proposed zoning amendment will allow for development that is supported through the following OCP Goals and Policies:

OCP Policy 4.1.1.1 Focus new residential development in or adjacent to existing developed areas.

OCP Policy 4.1.3.1 Encourage more intensive “infill” residential development in areas close to the Downtown, to employment, services and shopping, through zoning amendments for housing types compatible with existing neighbourhood

character, with form and character guided by Development Permit Area Guidelines.

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.

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.

OCP Policy 4.1.5.1 Recognize that some traditionally single-family neighbourhoods will see intensification as the city grows, but ensure that new forms of residential development are compatible with the neighbourhood in scale and design, and are appropriately located (e.g., greater density closer to collector roads, services and amenities).

OCP Policy 4.1.6.1 Ensure all residential neighbourhoods in Penticton provide a range of appropriately-scaled housing types and tenures, employment opportunities such as home-based businesses, transportation options like walking and cycling, social supports such as childcare facilities, and access to green space and parks.

OCP Policy 4.2.5.2 Encourage land use planning that results in neighbourhoods that can be easily serviced by transit.

Staff consider that the application proposes a suitable scale of development in an area of the community that has been identified for increased residential density by the OCP. The proposed rezoning to RM2: Low Density Multiple Housing, to allow townhouse units on the subject property is consistent with the increased density and building forms envisioned by the Ground Oriented Residential designation.

The OCP policies encourage development in areas close to services and shops to encourage walkability and active transportation. Staff note this property is within walking distance of bus stops, bike lanes, schools and parks.

Given that there is adequate policy through the OCP to support the proposal, staff recommend Council give first, second, third reading and adopt “Zoning Bylaw Amendment Bylaw No. 2024-20”.

Development Permit

The proposed townhouse development is considered within the Multifamily Residential Development Permit Area per the OCP, which is established to manage form and character that strengthens livability, neighborliness, and visual interest.

The proposed development has been designed with the OCP design guidelines in mind. The development proposes a density that is aligned with the OCP designation and provides a design that meets all the Zoning Bylaw regulations for setbacks and parking and is within the allowable building heights.

Staff have completed a development permit analysis (Attachment ‘D’) that shows how the development conforms to the applicable design guidelines. The applicant has also provided a letter of intent and

development permit analysis with their submission (Attachment 'E'), which outlines the project and its conformance to the OCP design guidelines.

As such, staff recommend that Council consider approving the Development Permits after considering adoption of the Zoning Amendment Bylaw.

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. Staff have reviewed the requested variance to reduce the accessible parking stall width from 3.7m to 3.0m and are recommending support for the following reason:

1. Proposed walking path adjacent to the parking stall

The requested variance is to reduce the width of the required accessible stall from 3.7m to 3.0m. There is a pedestrian path adjacent to the accessible stall to access all units and is connecting to Ontario Street. The accessible stall has been designed with the 1.25m wide path along it to provide additional space for residents entering and exiting vehicles in the accessible stall. This provides an overall 4.25m of width to ensure the reduced stall size does not impact the adjacent parking spaces or the neighbouring properties. The pedestrian path is required to access all units and connects to Ontario Street.

2. Support for the variance allows for an additional parking spot

Support for the variance will allow for 10 parking spaces on site, whereas if the variance was not to be supported one space would be lost.

As such, staff recommend that Council consider approving the Development Variance Permit after the adoption of the Zoning Amendment Bylaw.

Alternate Recommendations

Council may consider that the proposed rezoning is not suitable for this site. If this is the case, Council should deny the bylaw amendment. Staff are not recommending this option, as the proposal is well aligned with the OCP designation for the property, gently increasing density in a high-amenity area of the City.

1. THAT Council deny first reading of "Zoning Amendment Bylaw No. 2024-20".

Council may also not support the reduction in size of the accessible parking space. If that is the case, Council may support the zoning bylaw but not support the variance permit. This would require the removal of one parking stall and the reorientation of the parking area.

2. THAT Council support first second and third reading and adoption of "Zoning Amendment Bylaw No 2024-20" but not support "Development Variance Permit PL2024-9760".

If Council were to support Alternative 2, staff would work with the applicant to adjust the development permit plans accordingly, prior to approval of the development permit.

Attachments

- Attachment A – Zoning Map
- Attachment B – Official Community Plan Map
- Attachment C – Photos of Property
- Attachment D – Development Permit Analysis (staff)
- Attachment E – Letter of Intent (applicant)
- Attachment F – Development Permit Analysis (applicant)
- Attachment G – Draft Development Permit PL2024-9761
- Attachment H – Draft Development Variance Permit PL2024-9760
- Attachment I – Zoning Amendment Bylaw No. 2024-20

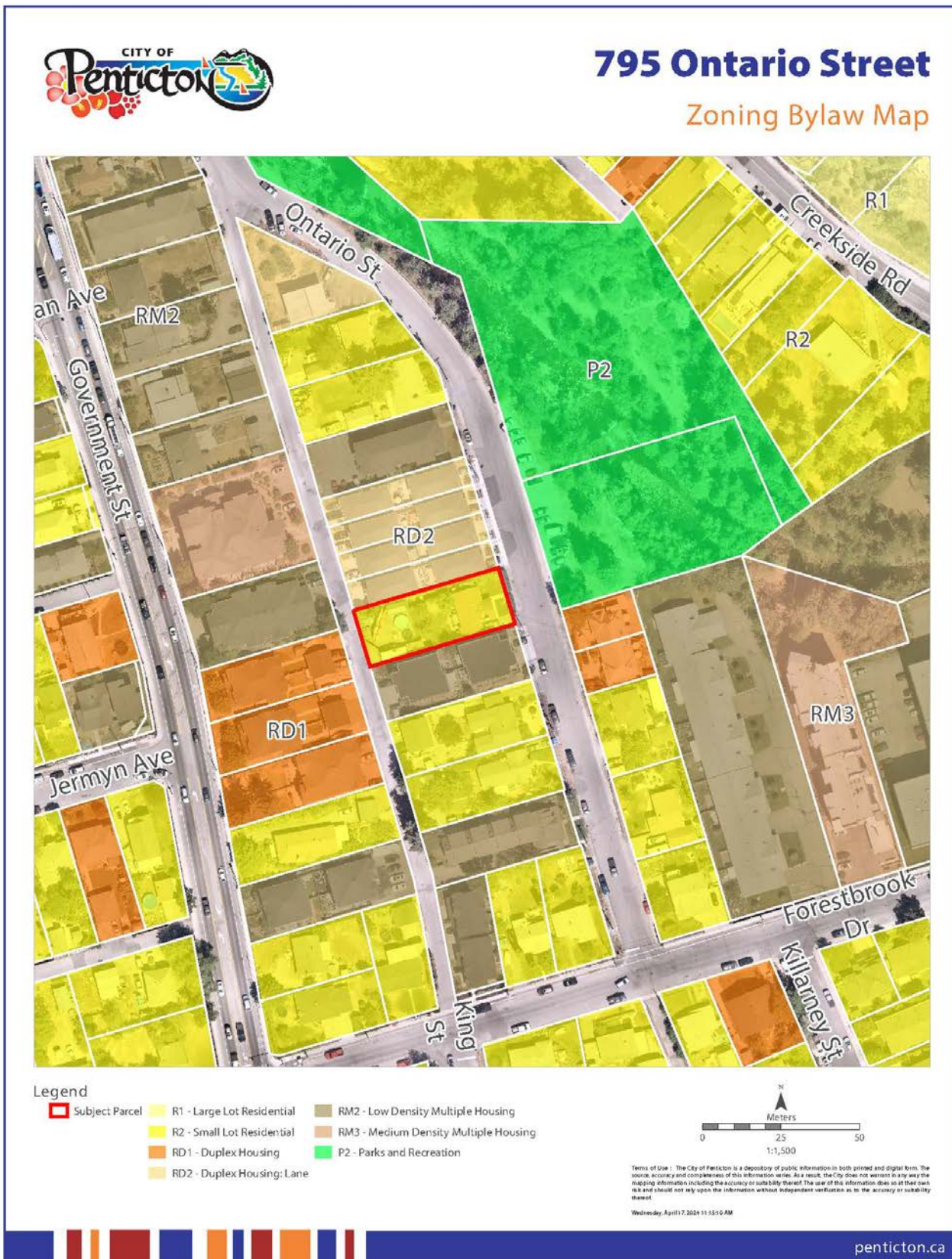
Respectfully submitted,

Gabe Tamminga
Planner I

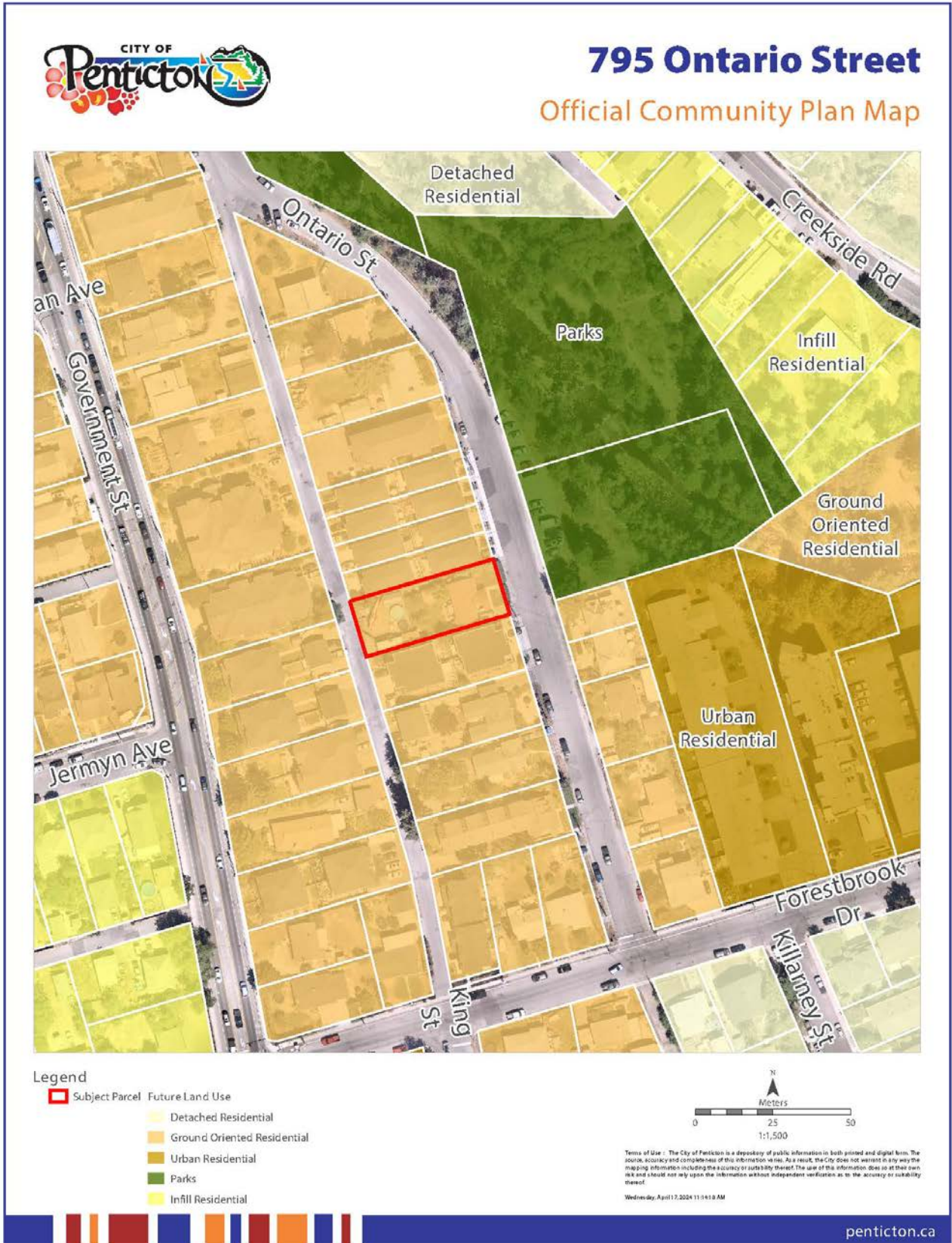
Concurrence

Director of Development Services <i>BL</i>	GM of Infrastructure <i>KD</i>	City Manager <i>ALH</i>
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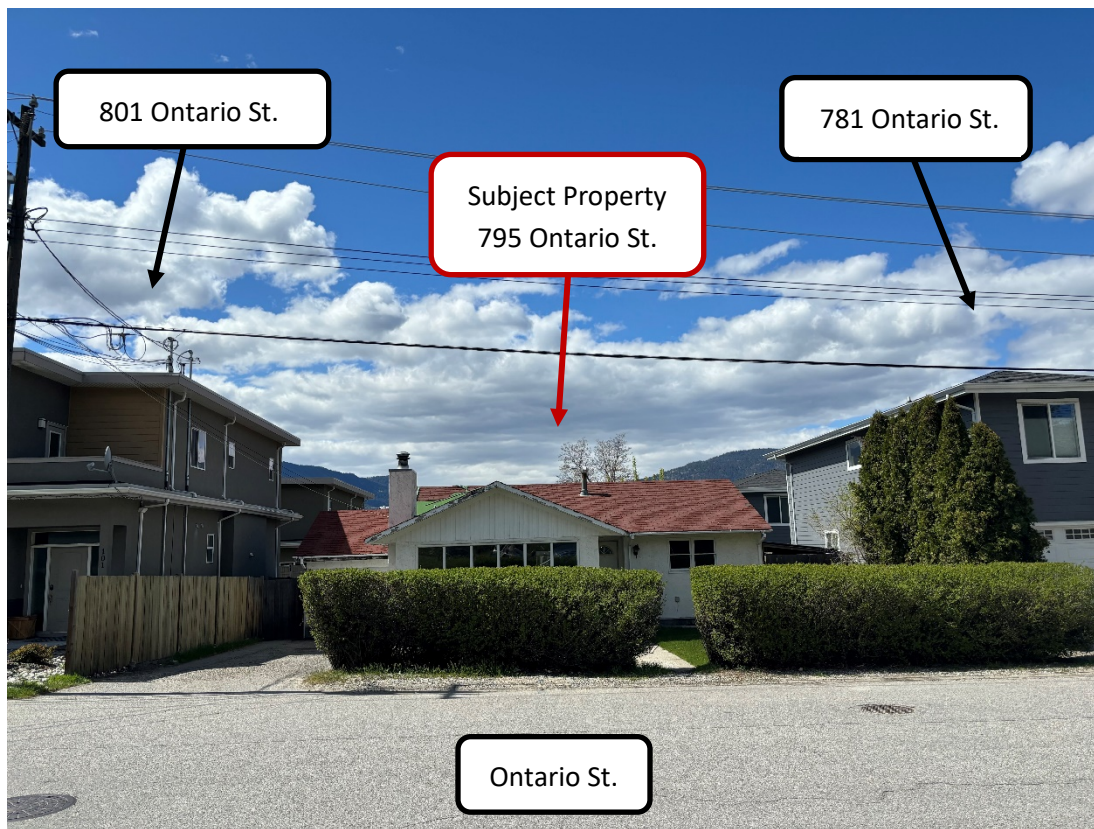
Attachment A – Zoning Bylaw Map

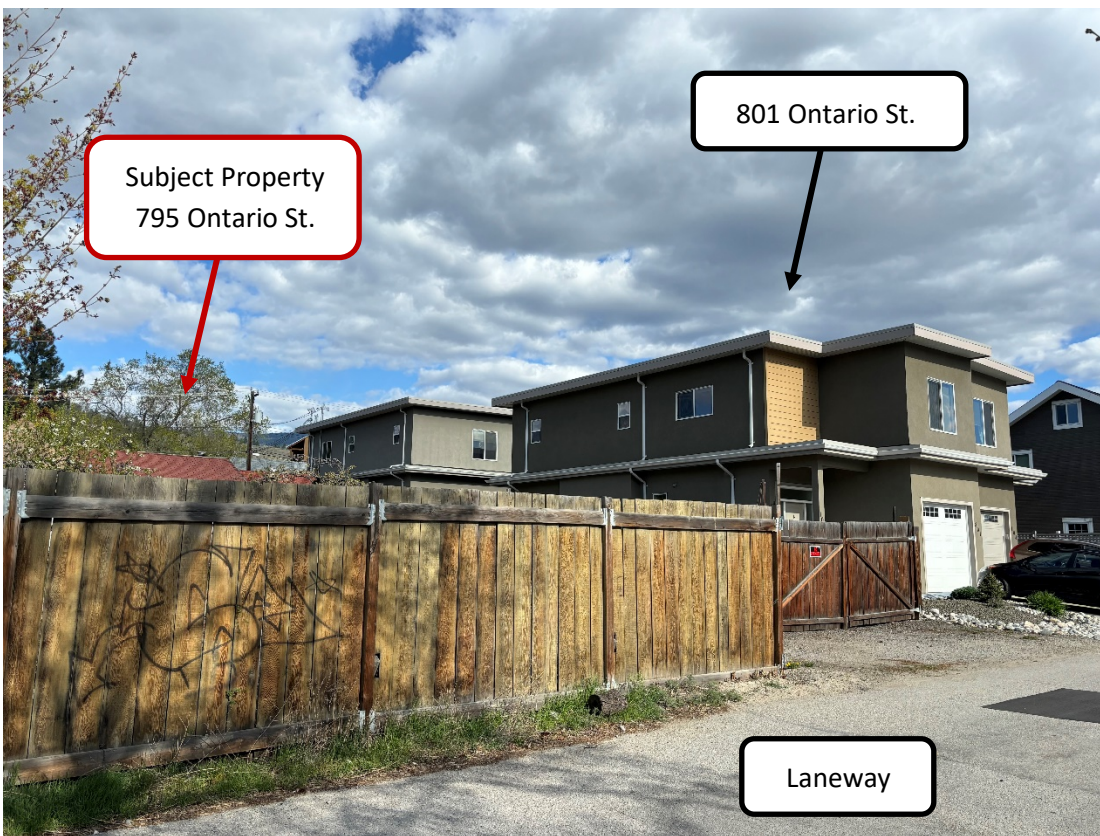
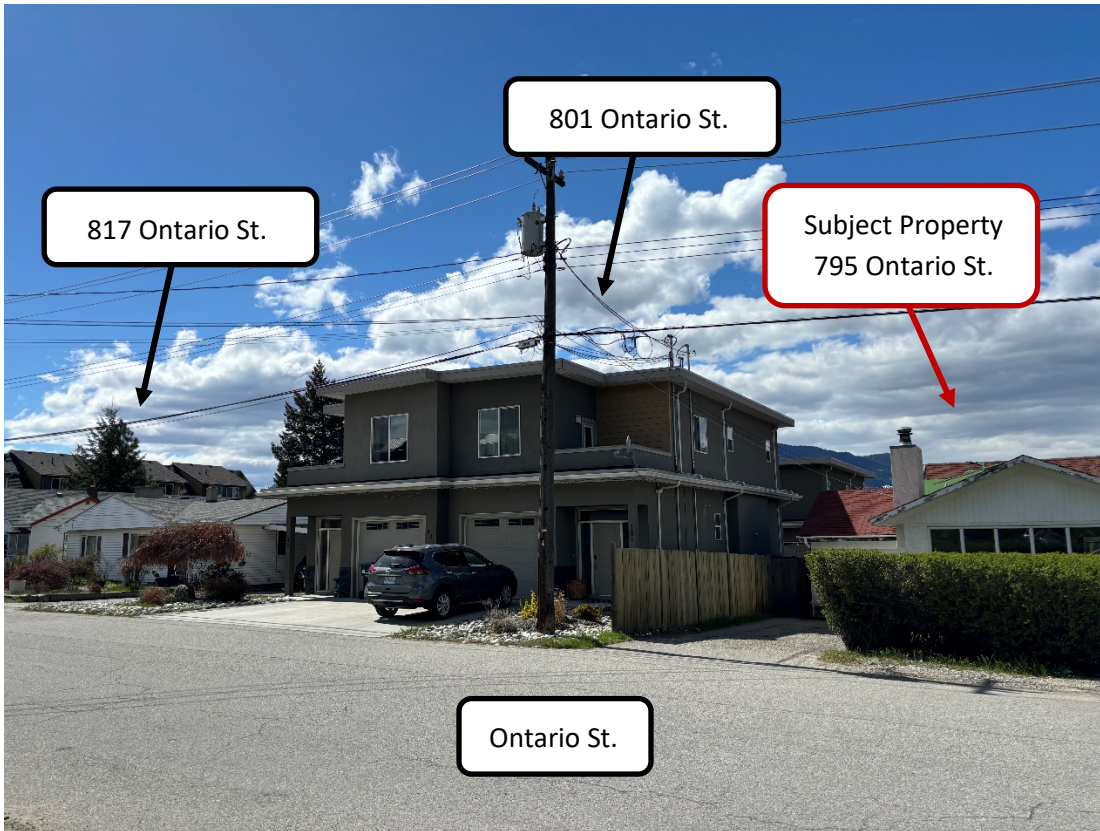


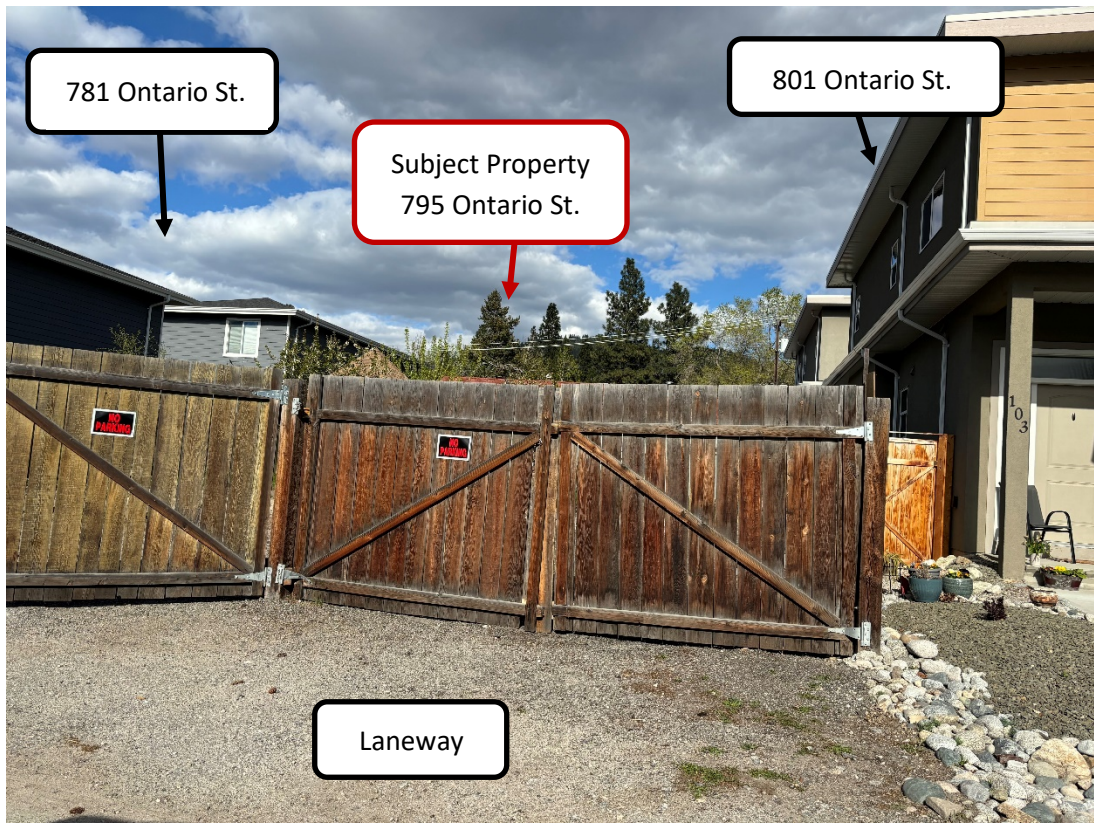
Attachment B – Official Community Plan Map



Attachment C – Photos of the Property







Attachment D – Development Permit Analysis (staff)

The proposed development is located within the Multifamily Residential Development Permit Area. The following analysis demonstrates how the proposal is aligned with the applicable design guidelines.

- 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 proposed development has taken into account the surrounding area and the townhouses were designed with the Zoning Bylaw requirements in mind.
- Guideline G5* *Siting of buildings should support strong street definition by minimizing front yard setbacks while sensitively transitioning to neighbouring building setbacks.*
- The setback from the street for the townhouses meets the Zoning Bylaw requirements and provides a sensitive transition with the neighbouring properties.
- Guideline G11* *Barrier-free pedestrian walkways to primary building entrances must be provided from municipal sidewalks, parking areas, storage, garbage and amenity areas.*
- There is a 1.2m wide path that leads from Ontario Street to the rear laneway. It also provides access from the parking areas and to each private unit entrance.
- 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 cantilever upper floors may be considered as a means to breaking up massing while promoting overlook and/or weather protection.*
- The townhouse designs have ground level patios that face the 1.2m wide path through the property. With second floor cantilevers over the north and the south side of the property over the entryways. All of these contribute to the overall architectural and visual interest of the buildings.
- Guideline G26* *Building designs should minimize impacts on the privacy of adjacent dwellings, including private open spaces.*
- The entryways of the buildings have been designed to be setback from the neighbouring property to the south, maintaining privacy between neighbours. There is also fencing proposed and landscaping buffers to the north and south to maintain space between the neighbouring properties.
- Guideline G35* *Tree planting...*
- Tree plantings have been proposed outside each unit entrance, as well as in the rear yards (north). With automatic irrigation to ensure the longevity of the plantings.

Guideline G39

Defining the Public- and Private Realms...

- The 1.2m wide path leads from the front of the property to the rear lane, with access to each unit. Each unit has a patio that is slightly raised to ensure a transition between the public and private realms.
- There are proposed plantings around each patio and at the front of the property to also buffer the transition between the public and private spaces.

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.

- Each unit has ground floor access with a ground oriented design where each unit has a private patio that promote community and social sustainability through a court-yard style design.

Development Permit

Permit Number: DP PL2024-9761

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: Lot 1 District lot 249 Similkameen Division Yale District Plan 4847
 - Civic: 795 Ontario Street
 - PID: 006-551-548
3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of two 4-unit townhouses (8 dwelling units in total) 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 beginning works 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).

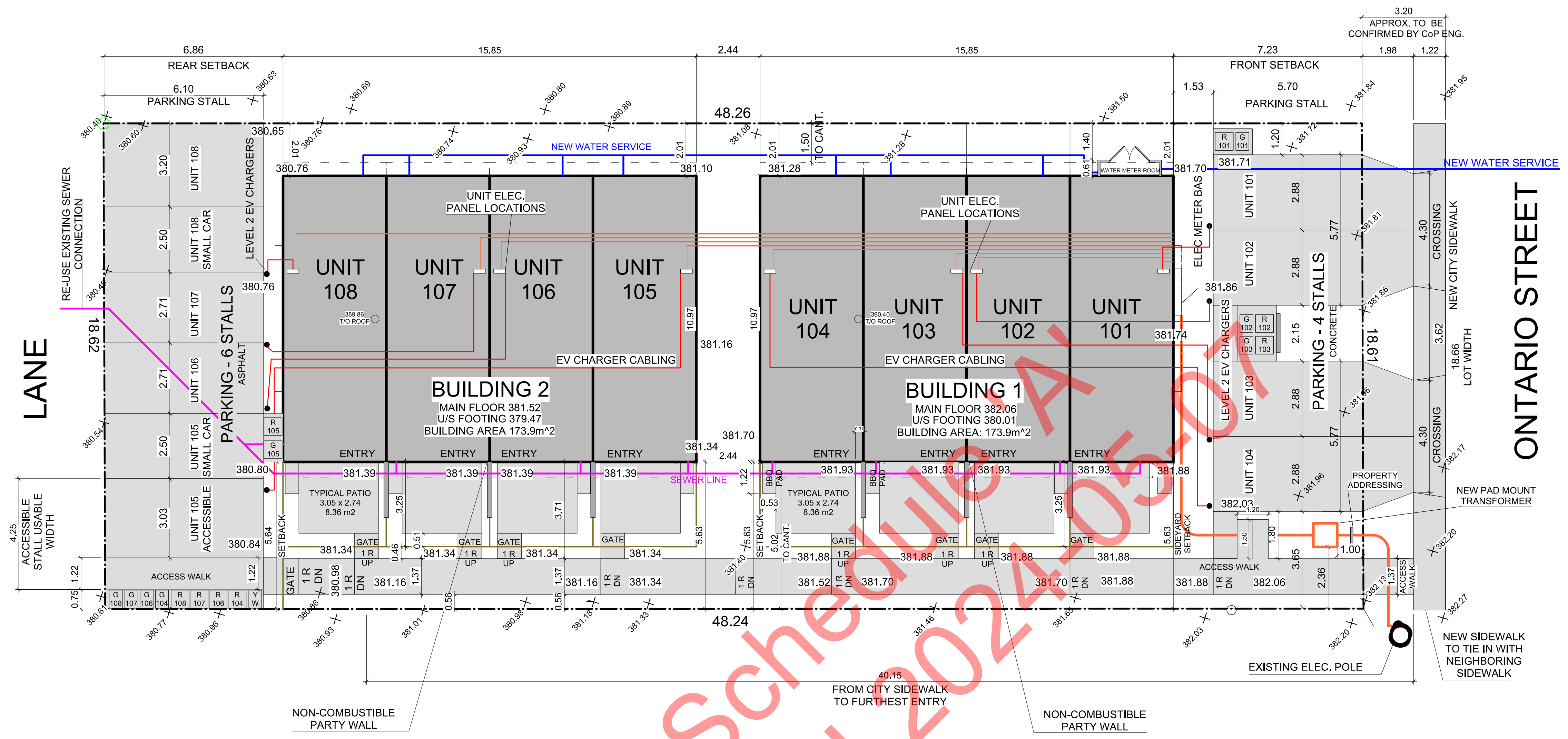
General Conditions

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 7th day of May, 2024.

Issued this ____ day of May, 2024.

Angela Collison
Corporate Officer



SITE PLAN
SCALE: 1:100

795 ONTARIO STREET
PROPOSED 8 UNIT TOWNHOUSE DEVELOPMENT
CREEKSIDE LANE

Ontario Street - CREEKSIDE LANE Townhouse Project

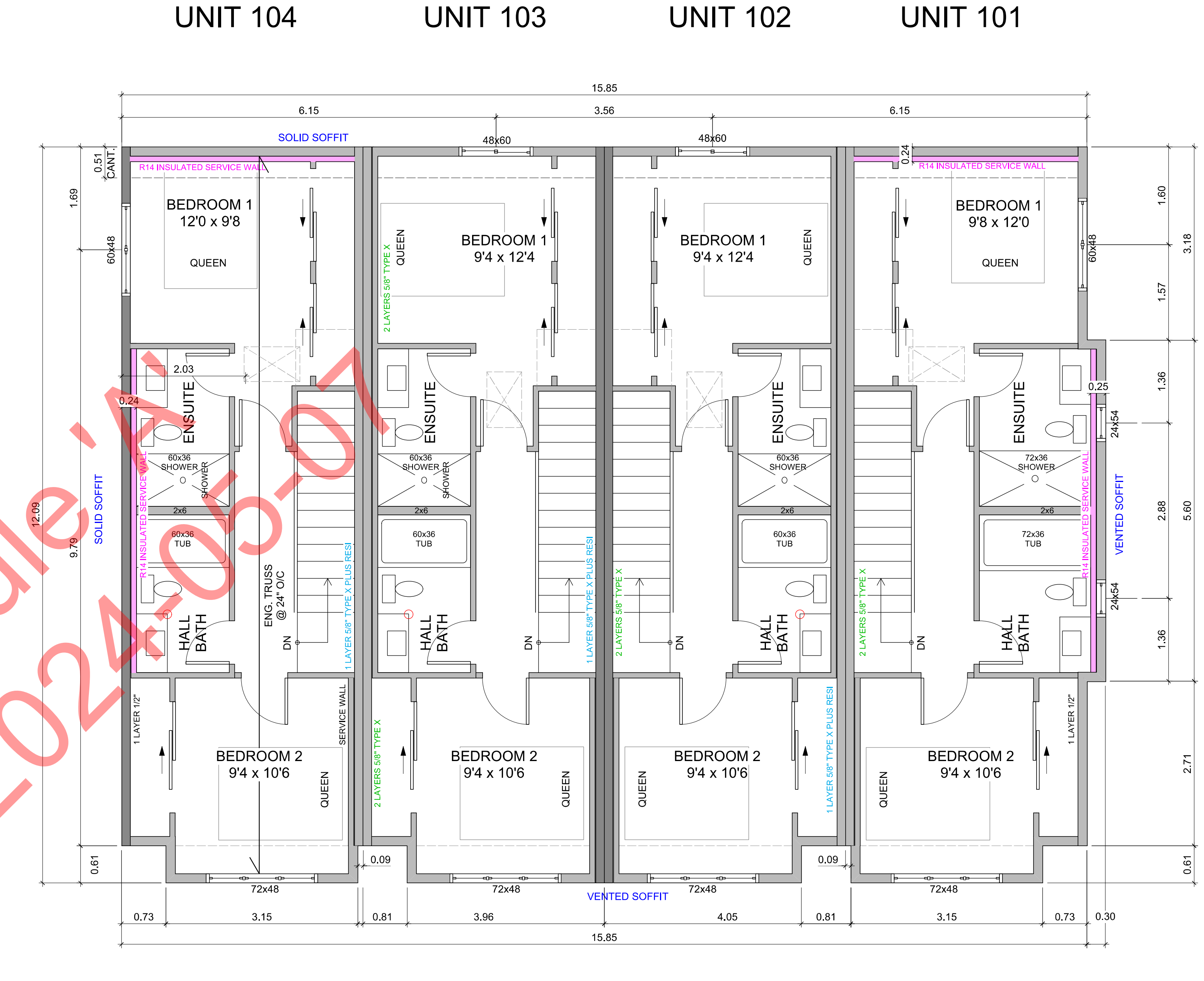
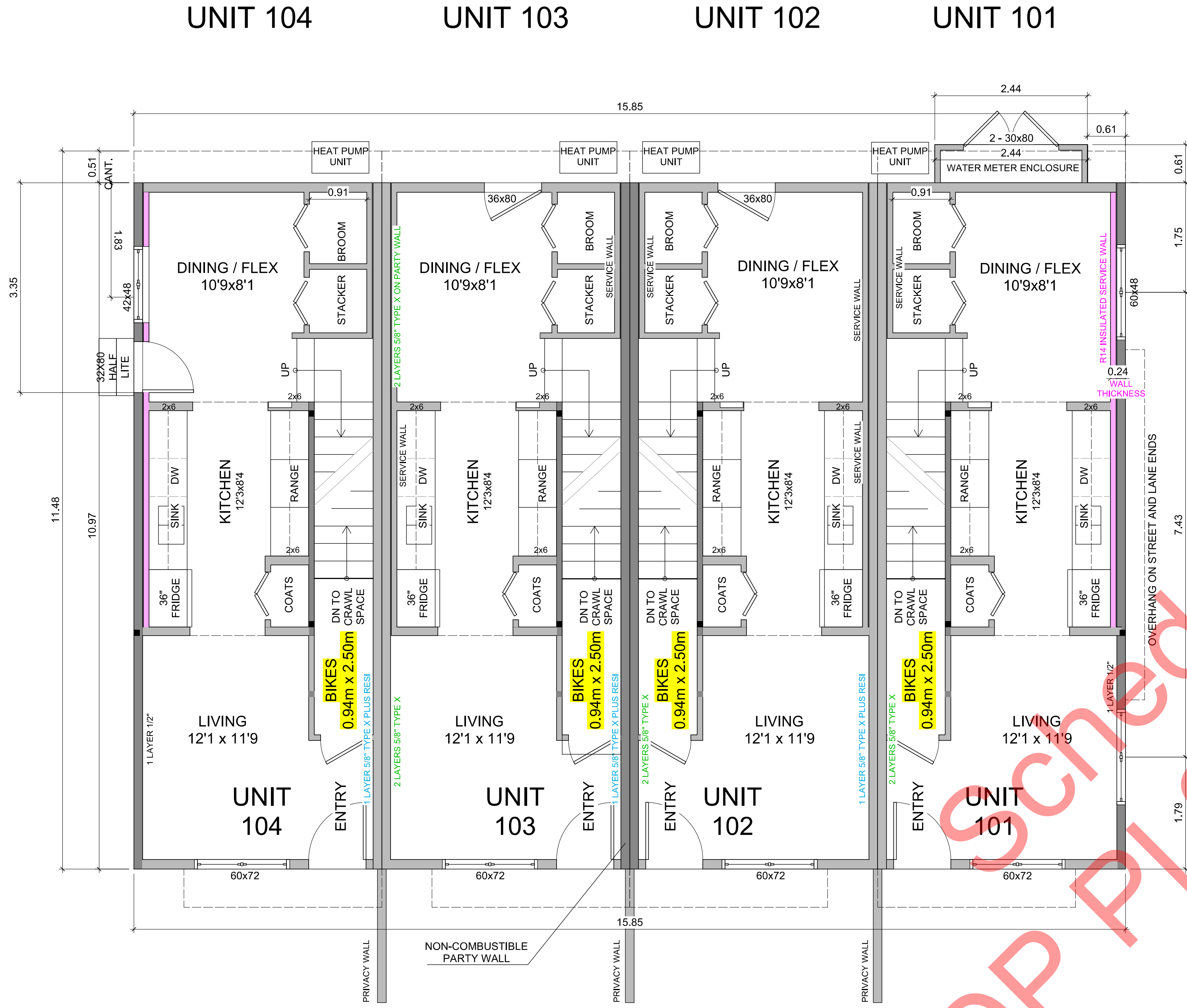
ZONING CALCULATIONS		
As per Mandeville topo survey	898.30	lot area
	ALLOWED	PROPOSED
Maximum Lot Coverage	40%	38.7%
Maximum Density	0.8	0.8
Maximum Height	12.0m	9.1m
Minimum front yard	3.0m	7.2m
Minimum interior yard (north)	1.5m	1.5m
Minimum interior yard (south)	1.5	5.6m
Minimum rear yard	6.0	6.9
Amenity space (min. req'd)	20.0m ²	20.77m ²
Parking min. for 8 units	8	10

EV CHARGING CABLING - APPROX. LENGTH IN METERS

Unit	Horizontal		vertical
	Horizontal	vertical	
Unit 101	3	5	8
Unit 102	11	5	16
Unit 103	17	5	22
Unit 104	27	5	32
Unit 105	25	5	30
Unit 106	15	5	20
Unit 107	12	5	17
Unit 108	2	5	7
	152		



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MAIN FLOOR AREA: 173.9 m2

UPPER FLOOR AREA: 191.5 m2

MAIN FLOOR PLAN

UPPER FLOOR PLAN

BUILDING 1 (EAST)

SCALE: 1:50

PROPOSED TOWNHOUSE DEVELOPMENT AT
795 ONTARIO STREET

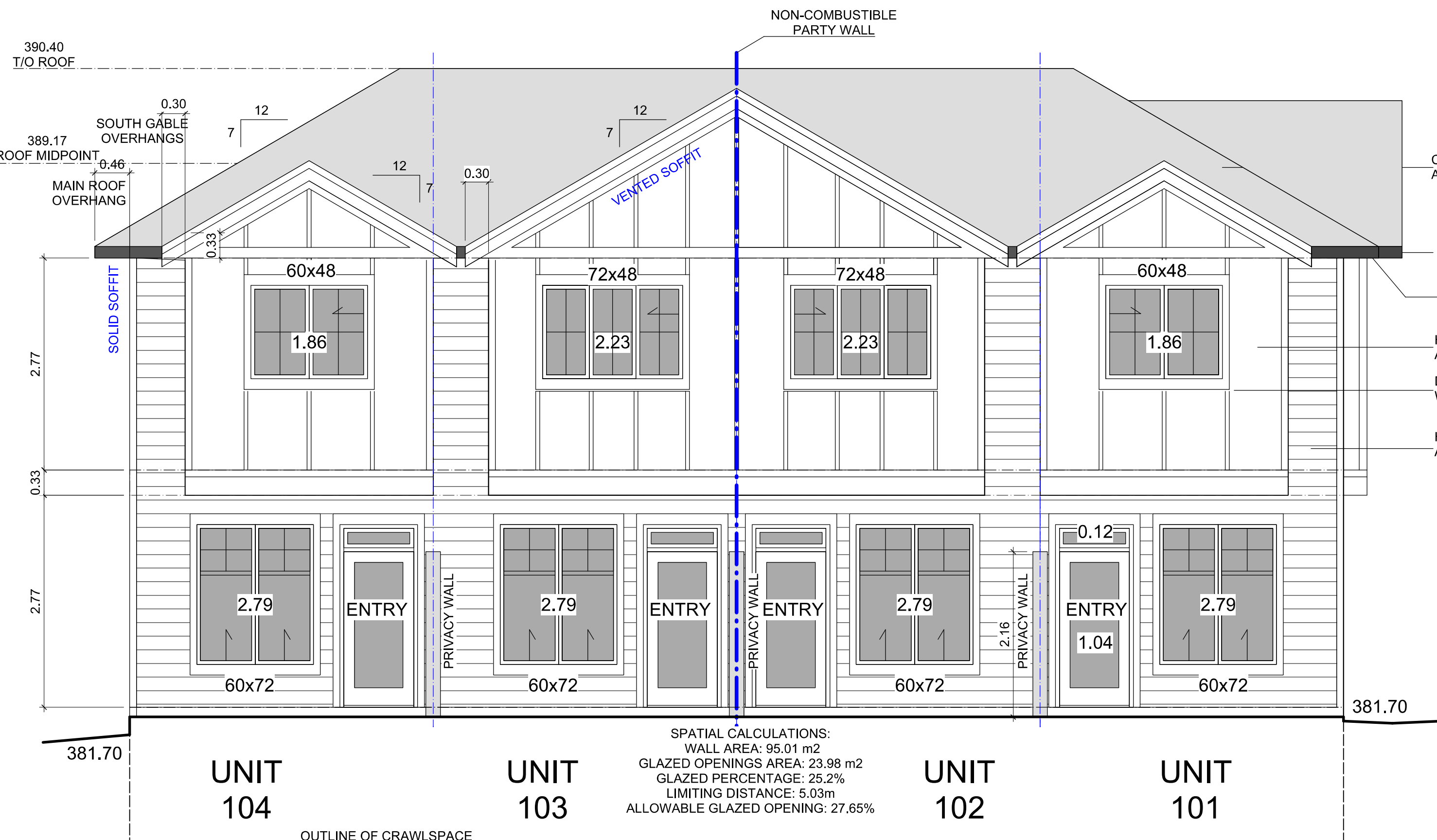
CREEKSIDE LANE



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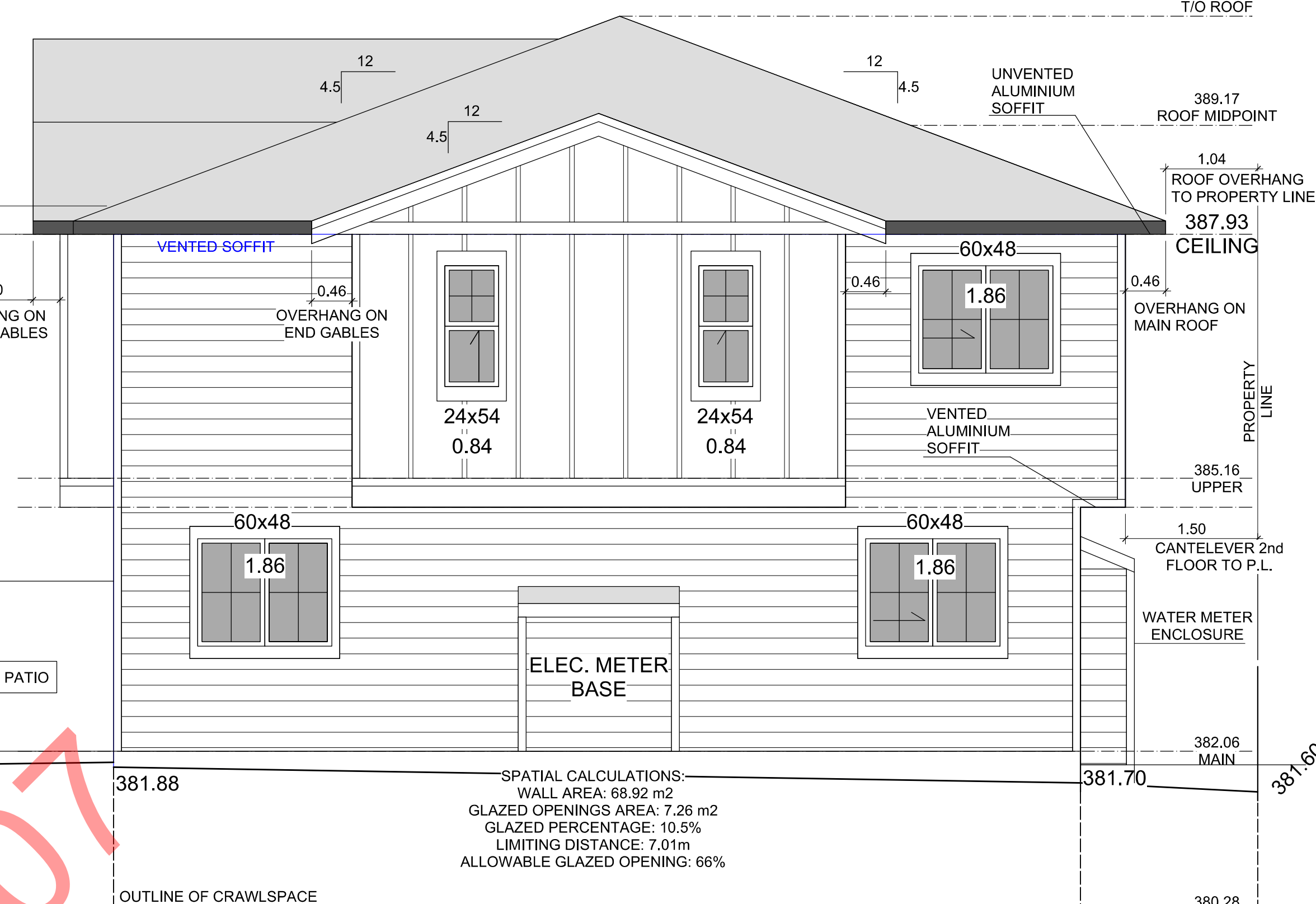


SOUTH ELEVATION

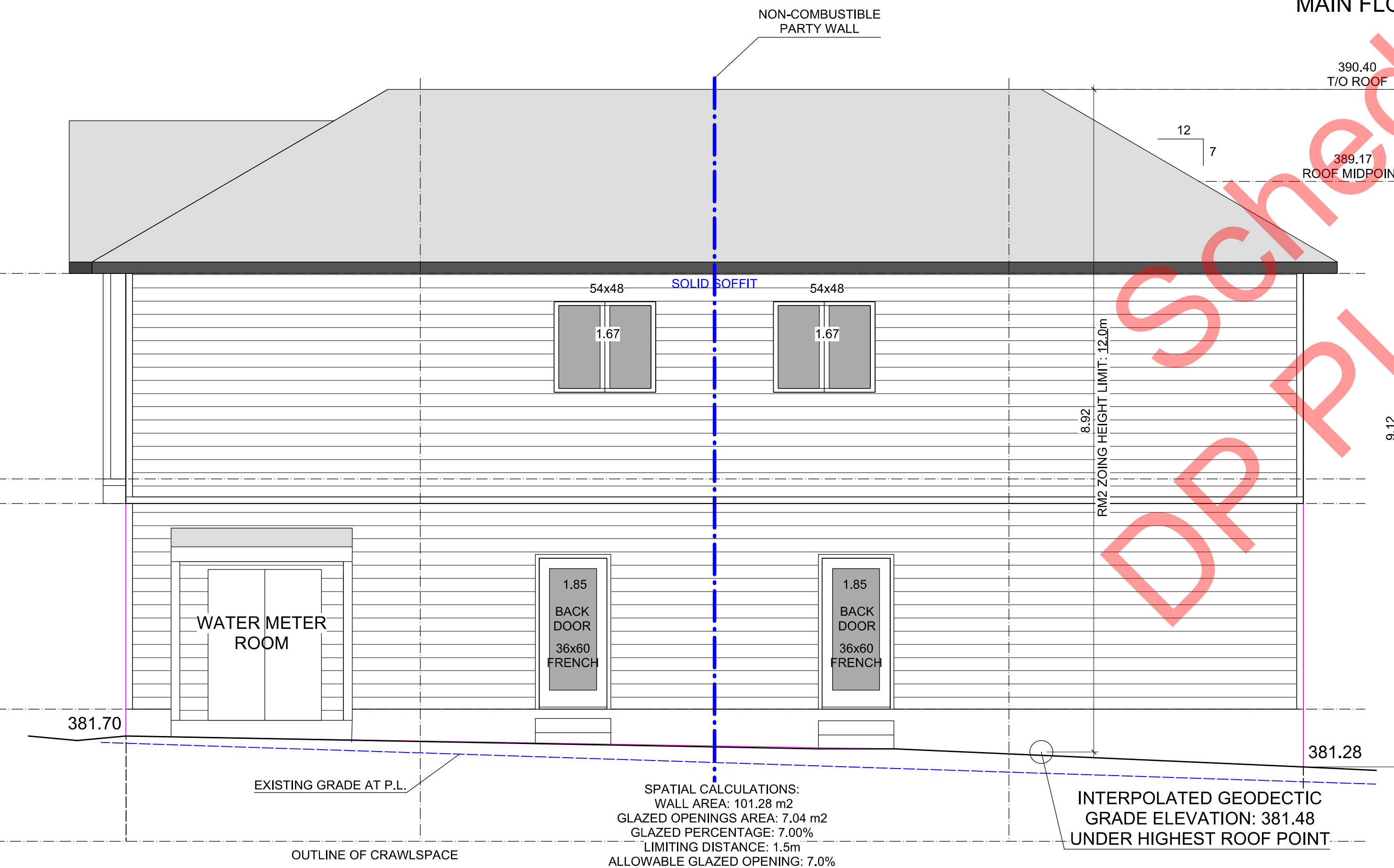
BUILDING 1 (EAST)

SCALE: 1:50

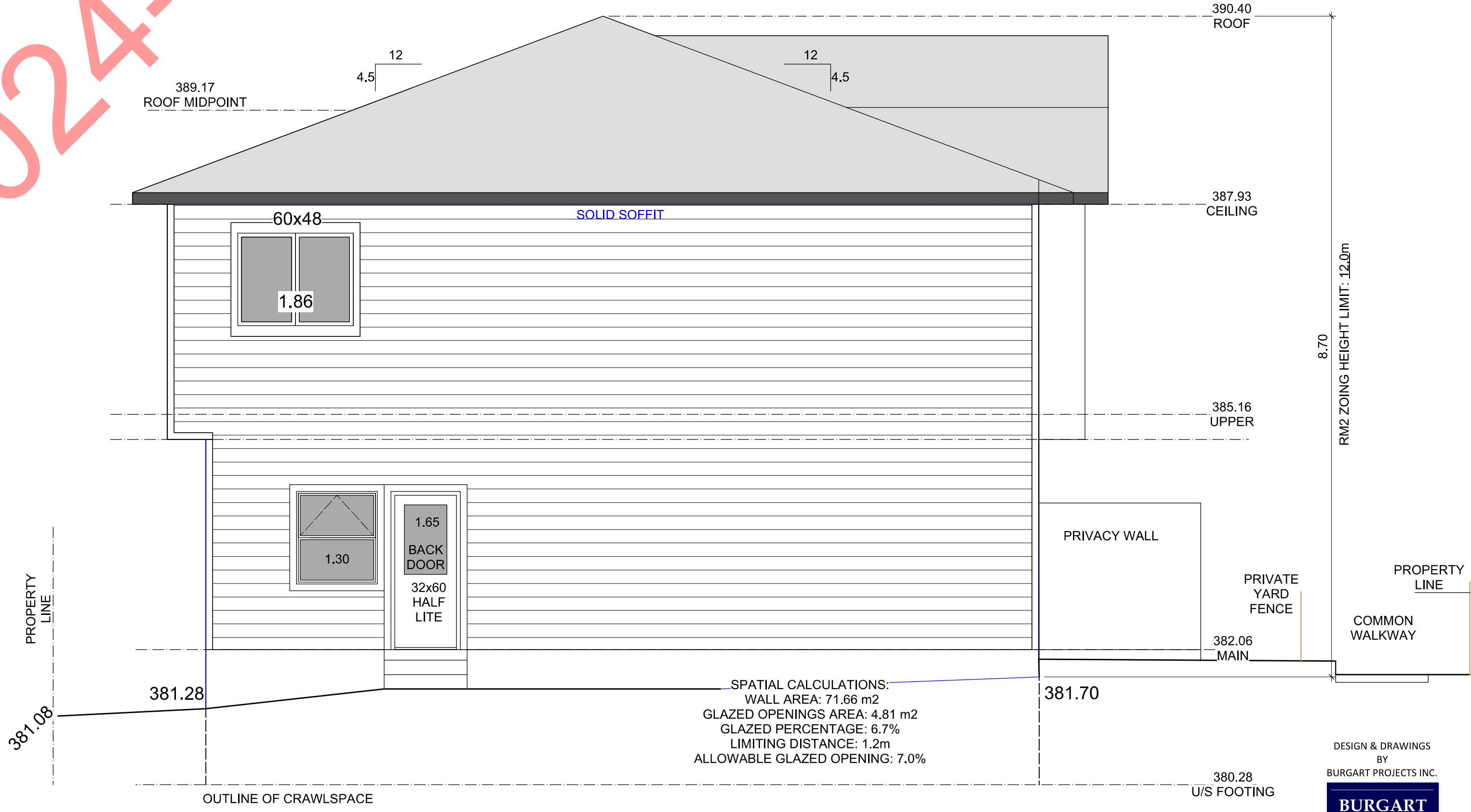
MAIN FLOOR GEODECTIC ELEVATION = TOP OF FOUNDATION WALL



EAST ELEVATION (FACING ONTARIO STREET)



NORTH ELEVATION



WEST ELEVATION

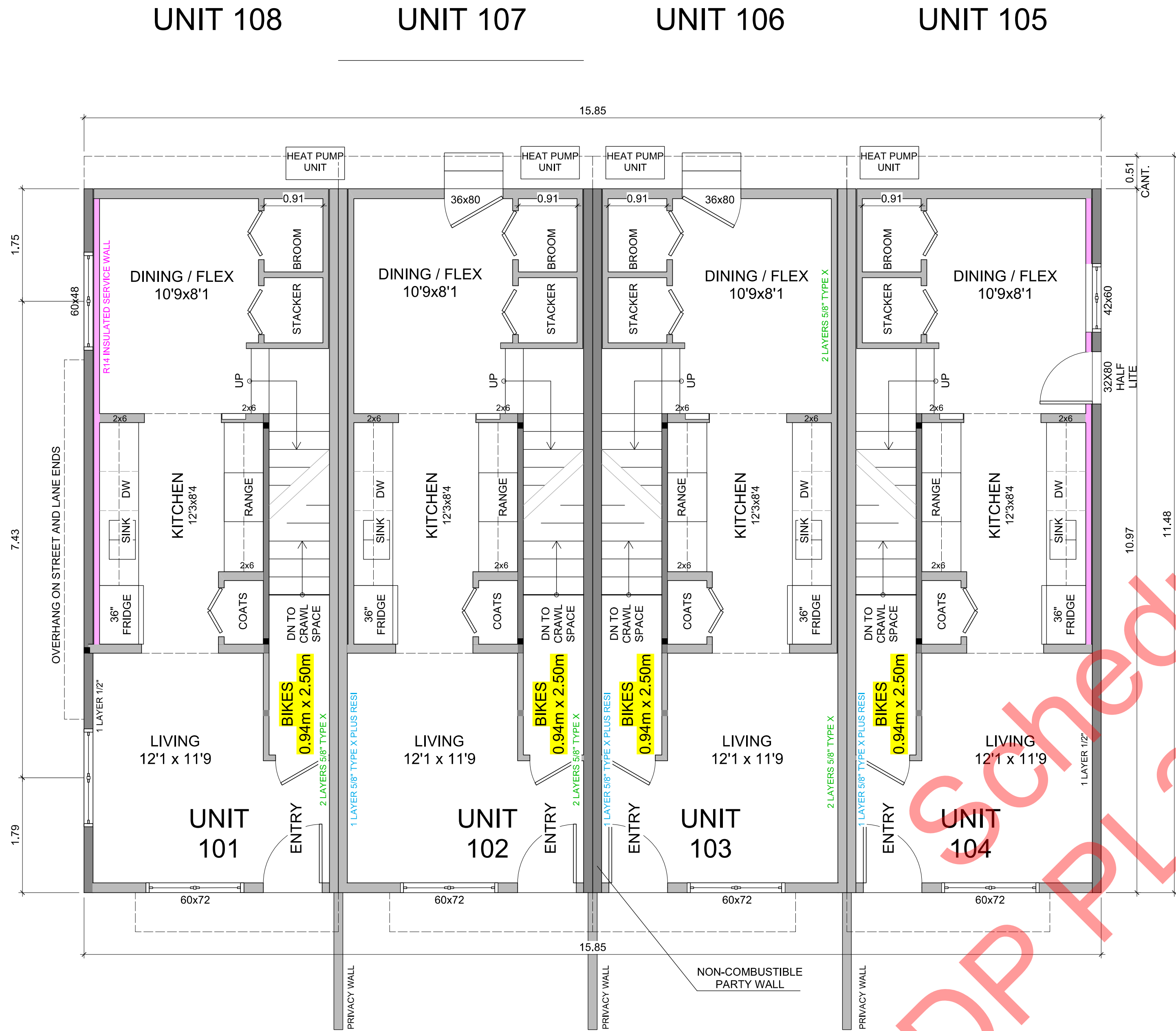
BUILDING 1 (EAST)

SCALE: 1:50

PROPOSED TOWNHOUSE DEVELOPMENT AT
795 ONTARIO STREET

CREEKSIDE LANE





MAIN FLOOR AREA: 173.9 m2

MAIN FLOOR PLAN



UPPER FLOOR AREA: 191.5 m2

UPPER FLOOR PLAN

BUILDING 2 (WEST)

SCALE: 1:50

PROPOSED TOWNHOUSE DEVELOPMENT AT
795 ONTARIO STREET

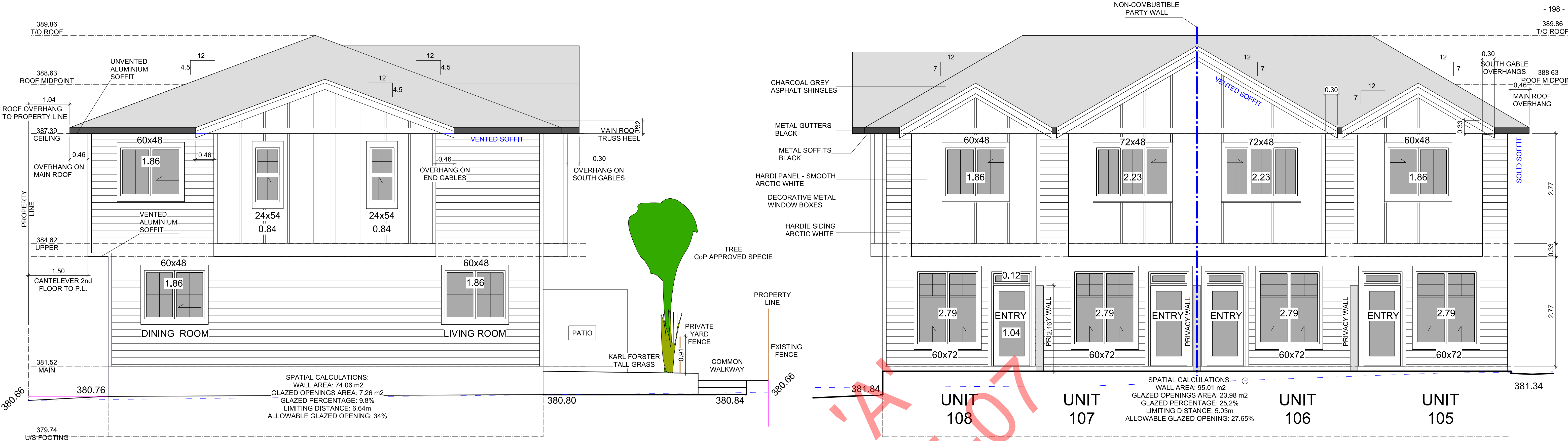
CREEKSIDE LANE



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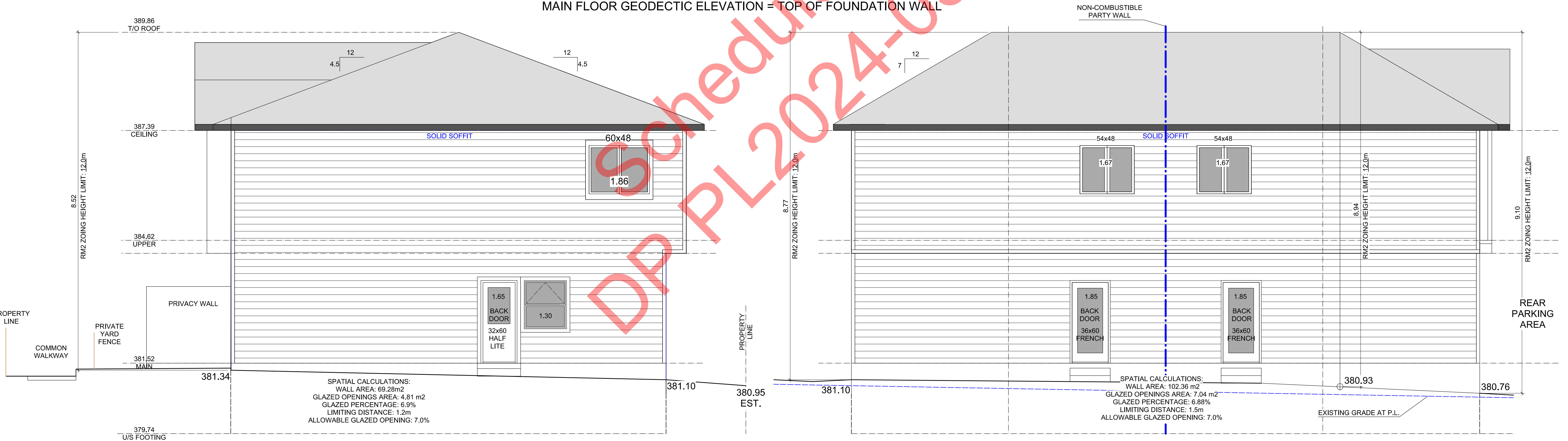


WEST ELEVATION
(FACING THE REAR LANE)

BUILDING 2 (WEST)
SCALE: 1:50

SOUTH ELEVATION

MAIN FLOOR GEODECTIC ELEVATION = TOP OF FOUNDATION WALL



EAST ELEVATION

BUILDING 2 (WEST)
SCALE: 1:50

NORTH ELEVATION

PROPOSED TOWNHOUSE DEVELOPMENT AT
795 ONTARIO STREET

CREEKSIDE LANE



UNIT 108

UNIT 107

UNIT 106

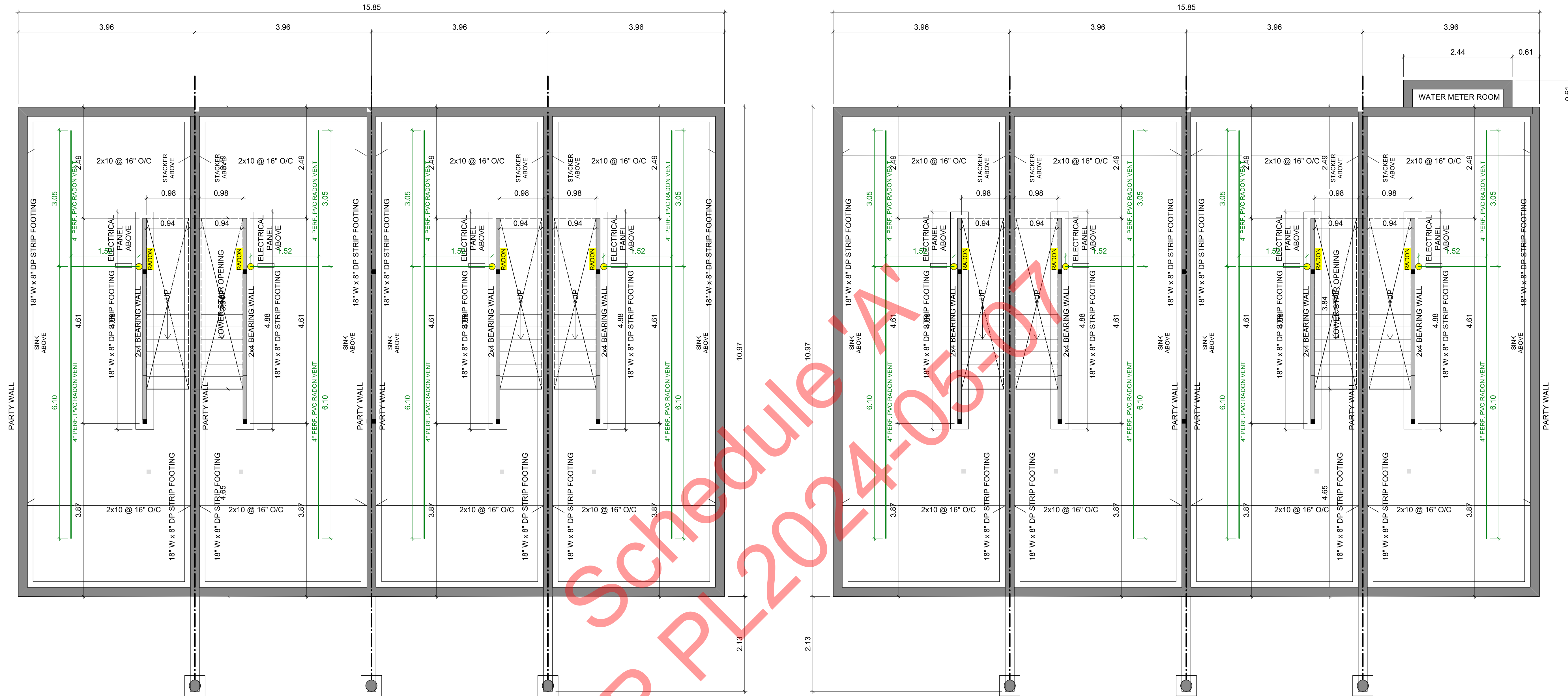
UNIT 105

UNIT 104

UNIT 103

UNIT 102

UNIT 101



BUILDING 2 (WEST)

BUILDING 1 (EAST)

FOUNDATION PLAN

SCALE: 1:50

PROPOSED TOWNHOUSE DEVELOPMENT AT
795 ONTARIO STREET

CREEKSIDE LANE

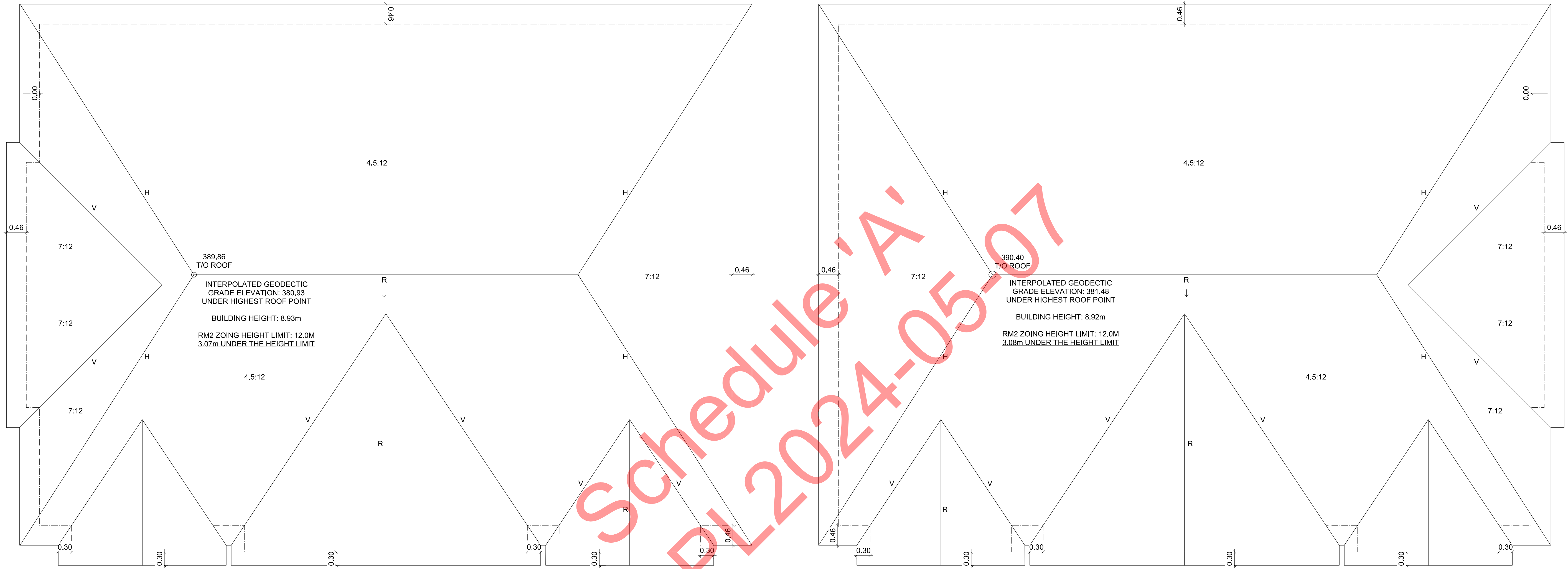


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BUILDING 2 (WEST)

BUILDING 1 (EAST)

ROOF PLAN

PROPOSED TOWNHOUSE DEVELOPMENT AT
 795 ONTARIO STREET
 CREEKSIDE LANE



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TYPICAL EXTERIOR WALL ASSEMBLY
 EXTERIOR FINISH
 AIR BARRIER MEMBRANE (TYVEK) - JOINTS TAPED
 7/16" OSB SHEATHING
 2X6 WALL STUDS @ 16" O/C
 R22 FIBREGLASS BATT INSULATION
 6 MIL POL VABOUR BARRIER - ON INSIDE OF 2X6 WALL
 1/2" GWB

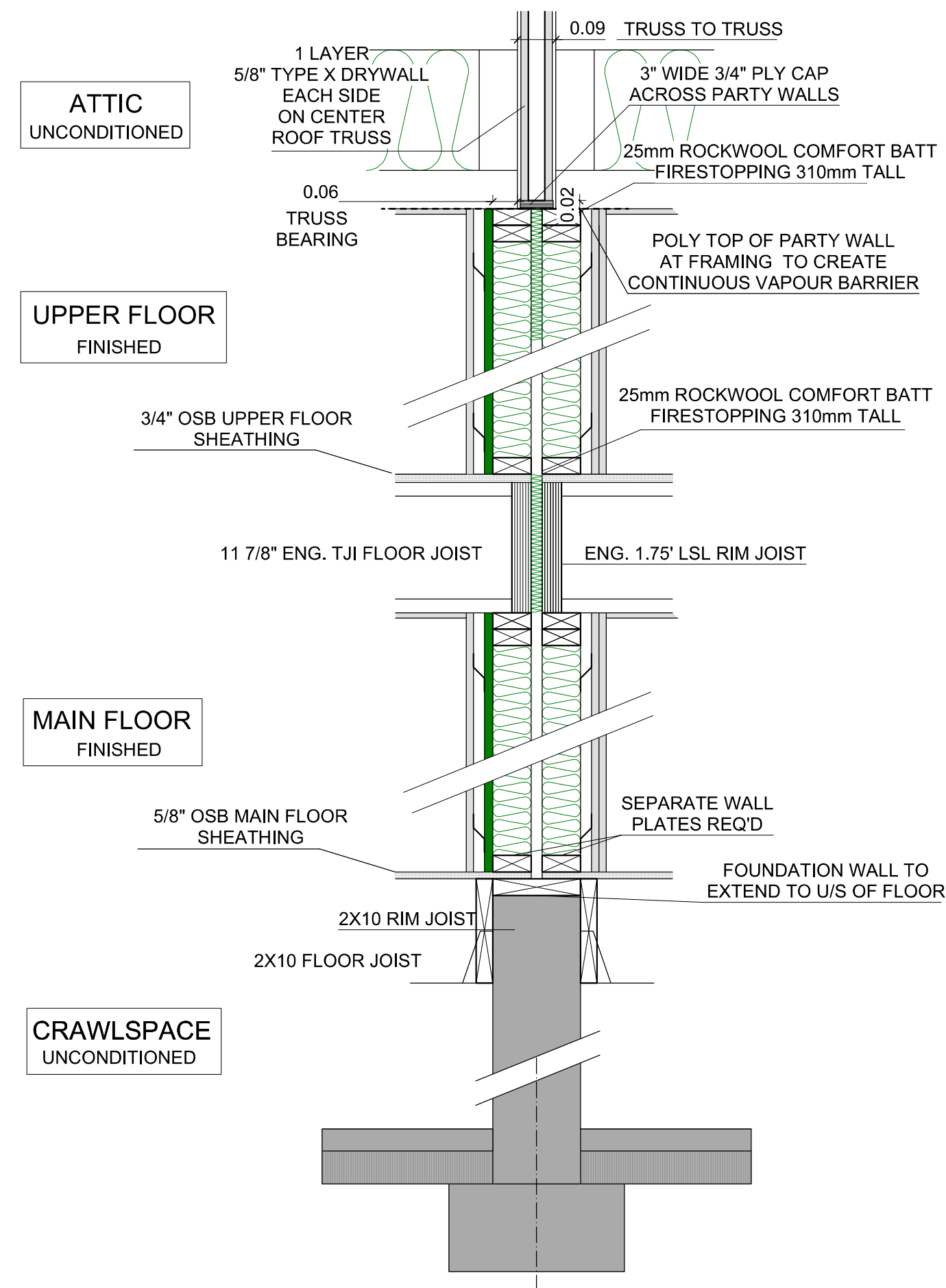
TYPICAL FOUNDATION WALL ASSEMBLY
 DAMP PROOFING
 8" CONCRETE WALL WITH REBAR
 - 18" OC HOR
 - 48" OC VERT
 INSULATION PER ENERGY REPORT

TYPICAL ROOF ASSEMBLY
 ROOF MEMBRANE
 5/8" T&G PLYWOOD (NOT OSB)
 - GLUED AND SCREWED
 ENG. TRUSSES
 R40 BATT INSULATION PER ENG. REPORT
 6 MIL POLY VAPOUR BARRIER
 1/2" GWB

TYPICAL UPPER FLOOR ASSEMBLY
 3/4" OSB T&G FLOOR SHEATHING
 11 7/8" ENG TJI FLOOR JOISTS @ 24" O/C
 1/2" DRYWALL FINISHED CEILING

TYPICAL MAIN FLOOR ASSEMBLY
 5/8" OSB T&G FLOOR SHEATHING
 2X10 SPF FLOOR JOISTS @ 16" O/C
 1/2" DRYWALL FINISHED CEILING

TYPICAL CRAWLSPACE FLOOR ASSEMBLY
 3" CONCRETE SLAB W/ MESH
 6 MIL POLY RADON BARRIER
 - TAPED AT SEAMS, CAULKED AT EDGES
 UNDER SLAB INSULATION - NONE - PER ENERGY REPORT
 8" OF RADON ROCK
 EXCAVATION PREP AS PER P.ENG. GEOTECH



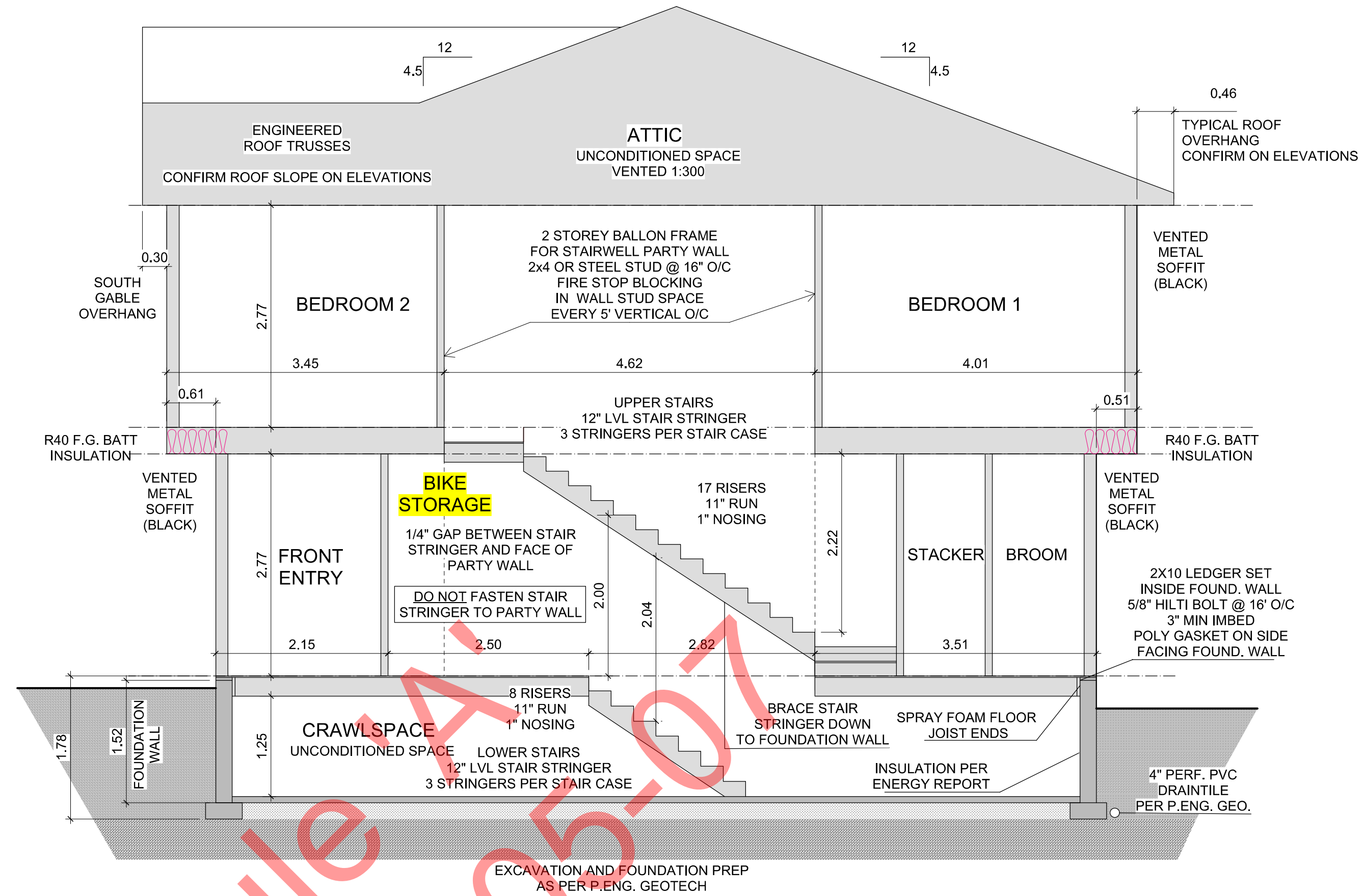
PARTY WALL SECTION DETAIL
 1" = 1'-0"

NO PENETRATIONS IN PARTY WALL.
 NO ELECTRICAL, MECHANICAL
 OR OTHER SERVICES IN THE PARTY WALL

NO PENETRATIONS IN PARTY WALL.
 NO ELECTRICAL, MECHANICAL
 OR OTHER SERVICES IN THE PARTY WALL

STUDS MUST BE
 OFFSET BY 8"
 STAGGERED

PARTY WALL PLAN DETAIL
 1" = 1'-0"



BUILDING SECTION

SERVICE WALL IN FRONT
 OF EXTERIOR WALL
 WHERE INDICATED ON PLANS

STUDS MUST BE
 OFFSET BY 8"
 STAGGERED

NO ELECTRICAL, MECHANICAL
 OR OTHER SERVICES
 IN THE EXTERIOR WALL

AIR SPACE BETWEEN
 FACE OF EXTERIOR WALL
 AND SERVICE WALL FRAMING

EXTERIOR WALL WITH INSULATED SERVICE WALL
 EXTERIOR FINISH
 AIR BARRIER MEMBRANE (TYVEK) - JOINTS TAPED
 7/16" OSB SHEATHING
 2X6 WALL STUDS @ 16" O/C
 R22 FIBREGLASS BATT INSULATION
 6 MIL POL VABOUR BARRIER - ON INSIDE OF 2X6 WALL
 1/2" AIR SPACE
 2X4 WALL STUDS @ 16" O/C BACK FRAMED
 R14 FIBREGLASS BATT INSULATION
 1/2" GWB

CONSTRUCTION SEQUENCE:
 1. ROUGH IN ITEMS ON EXTERIOR OF THE WALL ONLY
 2. INSULATE AND POLY EXTERIOR WALL FIRST
 3. MID CONSTRUCTION FAN DOOR TEST
 4. BACKFRAME INTERIOR SERVICE WALL
 5. COMPLETE ROUGH-INS ON INTERIOR WALL
 6. INSULATE INTERIOR SERVICE WALL - NO POLY

EXTERIOR WALL W/ SERVICE WALL - NOT TYPICAL
 - SEE FLOOR PLANS FOR LOCATIONS
 1" = 1'-0"

PROJECT:
 795 ONTARIO STREET
 CREEKSIDE LANE
 TOWNHOUSE PROJECT

DATE:
 FEB 1 2024
 - DP & REZONING APPLICATION
 APRIL 8 2024
 - REVISED DP APPLICATION
 APRIL 12 2024
 - REVISED DP APPLICATION

Development Variance Permit

Permit Number: DVP PL2024-9760

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: Lot 1 District Lot 249 Similkameen Division Yale District Plan 4847
 - Civic: 795 Ontario Street
 - PID: 006-551-548
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2023-08 to allow for the construction of a reduced width for the required accessible vehicle parking stall, as shown in the plans attached in Schedule 'A':
 - a. Table 6.2 – 'Standard Car Parking Dimensions' reduce the required accessible stall width from 3.7m to 3.0m

General Conditions

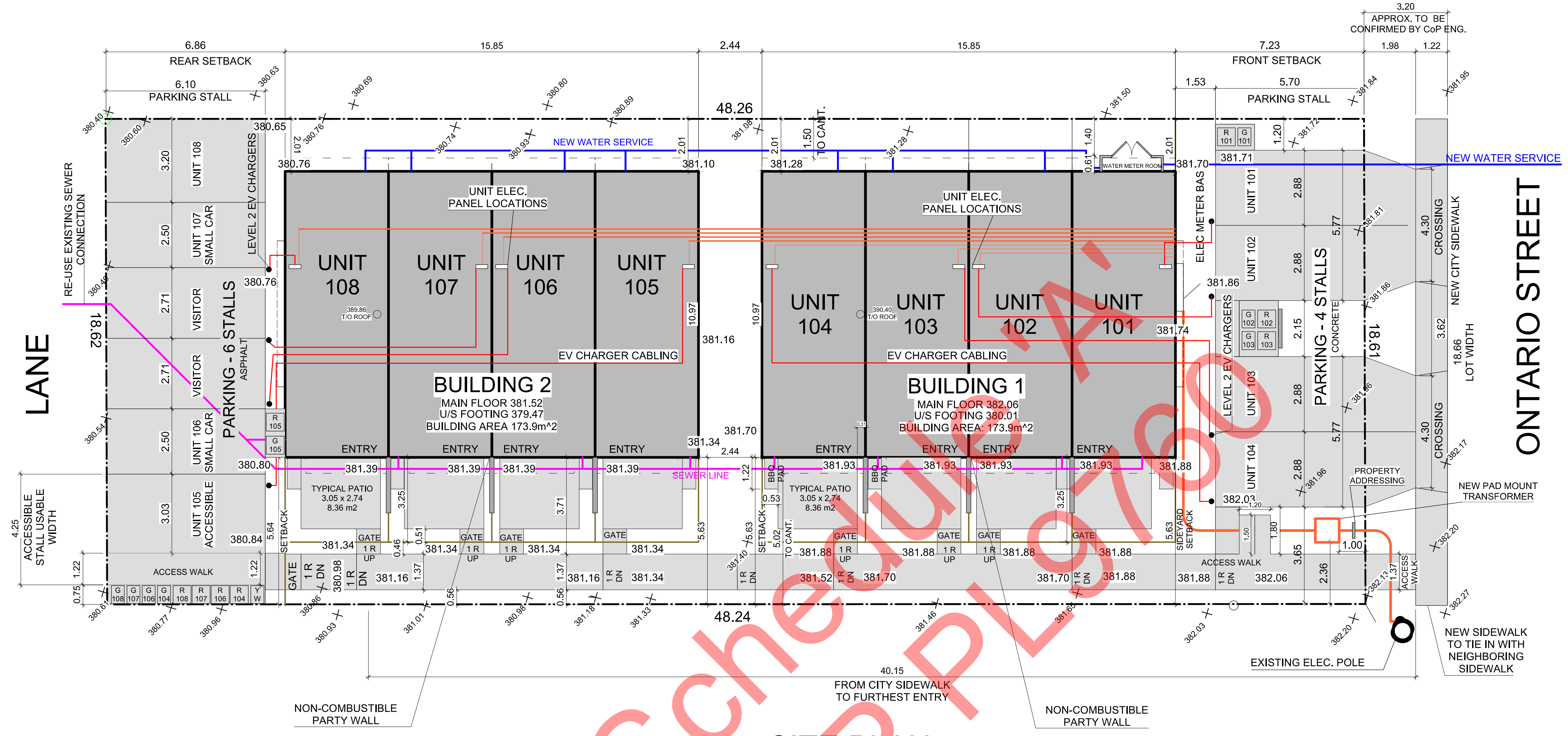
4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.
5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.
6. **This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.**
7. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.
8. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the 7th day of May, 2024.

Issued this ____ day of May, 2024.

Angela Collison
Corporate Officer

DRAFT



SITE PLAN
SCALE: 1:100

795 ONTARIO STREET
PROPOSED 8 UNIT TOWNHOUSE DEVELOPMENT
CREEKSID LANE

Ontario Street - CREEKSID LANE Townhouse Project

ZONING CALCULATIONS		
As per Mandeville topo survey		
	ALLOWED	PROPOSED
Maximum Lot Coverage	40%	38.7%
Maximum Density	0.8	0.8
Maximum Height	12.0m	9.1m
Minimum front yard	3.0m	7.2m
Minimum interior yard (north)	1.5m	1.5m
Minimum interior yard (south)	1.5	5.6m
Minimum rear yard	6.0	6.9
Amenity space (min. req'd)	20.0m*2	20.77m*2
Parking min. for 8 units	8	10

EV CHARGING CABLING - APPROX. LENGTH IN METERS

Unit	Horizontal vertical	
	Horizontal	vertical
Unit 101	3	5
Unit 102	11	5
Unit 103	17	5
Unit 104	27	5
Unit 105	25	5
Unit 106	15	5
Unit 107	12	5
Unit 108	2	5
		152



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City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2024-20

Date: _____

Corporate Officer: _____

LATE SUBMISSION - Regular Agenda Item 8.11
Zoning Amendment Bylaw No. 2024-20
Development Permit PL2024-9761, Development Variance Permit PL2024-9760
re 795 Ontario Street

From: mardell.martindale
To: corpadmin
Subject: Att: Corporate Officer Re: Zoning Amendment 2024 - 20
Date: Sunday, May 5, 2024 11:53:22 AM

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Hello

My name is Mardell Martindale and I'm owner of Unit 101 - 777 Ontario Street.

I'm concerned about the proposed development at 795 Ontario Street. I believe 8 residential units on a former single dwelling lot is too excessive. I think 4 to 6 units would be more appropriate for a lot of this size. Other recent developments on Ontario Street have had a maximum 4 to 5 units on the same lot size as 795 Ontario.

Please take my concerns into consideration when making your decision on this application.

Regards,
Mardell Martindale.

LATE SUBMISSION - Regular Agenda Item 8.11
Zoning Amendment Bylaw No. 2024-20
Development Permit PL2024-9761, Development Variance Permit PL2024-9760
re 795 Ontario Street

From: [gvsawkins](#)
To: [corpadmin](#)
Subject: 795 Ontario Street proposed zoning amendment 2024-20
Date: Sunday, May 5, 2024 1:39:42 PM

Caution! This message was sent from outside your organization.

Name: Gerald and Verilyn Sawkins

Address: #101 - 781 Ontario Street

We are giving notice requesting the application for Zoning change from R2 to RM2 be rejected or if approved, the proposed development be limited to a maximum of 6 units to be consistent with the current neighbourhood while allowing increase housing density.

Concerns with regard to the proposed two 4 unit townhouses (8 dwellings in total) at 795 Ontario Street

1. The Official Community Plan provides for "gentle" density upgrades within an existing neighbourhood that are consistent with the existing character of the neighbourhood. Currently, Ontario Street is made up predominantly of single family dwellings and duplexes, with one 4 unit building and one 5 unit building. The proposed development covers a lot area the size of both 781 and 777 Ontario street units which currently consists of 4 homes. A gentle increase in density would be 5 - 6 units for the lot in question as this would be keeping with the character of the existing neighbourhood.

Finally, the issue of additional housing units from the changes to the AirBnB regulations will impact overall supply in Penticton with the freeing up of accommodation to the monthly rental pool and or for residential purposes. The impact of this change has yet to be determined.

2. The proposed development allows for one parking space for each unit plus two visitor spaces, all of reduced size to fit in the proposed space. Currently, on the average, most non retired families in Penticton have at two vehicles at their disposal - one of which is usually a truck or company vehicle. The proposal development would leave one vehicle for each unit to find parking in the surrounding area. Situated across from our house and slightly north of the proposed development are undeveloped municipal lots which are identified as future park. However, the currently usage is for residential parking due to previous housing redevelopments in the area. The parking serves the current needs of local Ontario St residents plus Government St residents that have limited parking due to site limitations and current restrictions/no parking on Government St. or Eckhardt Avenue. For example, the Ontario St. houses fronting the municipal areas (765 to 781 Ontario Street) park on their own property and any additional vehicles, including visitors, are also using the municipal land for overflow parking. The municipal area is at capacity each night with at least 20 cars parked on municipal land every day for a 24/7 period- where will the additional vehicles of the proposed development go which is being compounded by the new development recently approved on Government St?

See attached photo of parking on municipal property

Additional rationale offered by governments supporting the increased densification is the availability of local transit. The transit as outlined in primarily intended for large metropolitan areas where frequency offered and required to be every 15 minutes. The current transit schedule shows buses every hour and does not provide adequate interconnection for potential users in the area. The frequency of this service is not adequate for individuals wanting to use transit to get to work or shopping as could be demonstrated in a transit usage study of the route.

With regards to the bicycle parking area, currently very few people use bicycles for transport to work and or for shopping. You just have to drive around Penticton and view the bike lane usage (minimal at best as have only seen one bike on the bike lanes at any one time). Bike usage may come in the future - maybe in the next 5 years - but does not address the current needs of the area.

3. Utility upgrades are identified as being the responsibility of the developer yet no costs are shown. As a minimum, an electrical upgrade for the area should be expected to support the additional households which have the added requirement for EV charging will implications on any upgrade. A water upgrade most likely is required as the current water pressure for our property is marginal at best.

regards,

Verilyn and Gerry Sawkins



LATE SUBMISSION - Regular Agenda Item 8.11
Zoning Amendment Bylaw No. 2024-20
Development Permit PL2024-9761, Development Variance Permit PL2024-9760
re 795 Ontario Street

From: [Dave Millington](#)
To: [corpadmin](#)
Subject: 795 Ontario st
Date: Sunday, May 5, 2024 2:06:52 PM

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Regarding the proposed 2 unit 8 dwelling on the above mentioned site we as residents of 781 Ontario St feel 8 dwellings is too much for this site. We feel 4 to 6 units max would be ample as parking in this area is at a premium now. Our address and names are Peggy and Dave Millington at #102 781 Ontario St. Thankyou

LATE SUBMISSION - Regular Agenda Item 8.11
Zoning Amendment Bylaw No. 2024-20
Development Permit PL2024-9761, Development Variance Permit PL2024-9760
re 795 Ontario Street

From: [Daniel Barron](#)
To: [corpadmin](#)
Cc: [Gabe Tamminga](#); [Katrina Beitel](#)
Subject: Development Variance Permit PL2024-9760
Date: Sunday, May 5, 2024 3:07:34 PM

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ATTN: Corporate Officer, City Of Penticton
171 Main Street, Penticton, BC, V2A 5A9

I am writing in regards to the proposal: Zoning Amendment Bylaw # 2024-20
Development Variance Permit PL2024-9760

My name is Daniel Barron, residing at 102-777 Ontario Street, Penticton, and I strongly oppose the proposed development. The proposal of eight units in such a confined space is highly concerning to me. Our lane is already plagued with parking issues; envisioning each unit with at least two cars, we're looking at a minimum addition of eight vehicles to an already congested area. The adjacent parking lot by the creek is consistently full, leading to double parking in the lane and obstructing traffic flow. Moreover, the prospect of construction hindering access to our lane is alarming. As residents just one house away from the project site, this would significantly disrupt our daily lives. Conversations with our neighbors have revealed unanimous agreement that eight units exceed the reasonable capacity for this space; a more manageable number, such as four units, would be more appropriate. I also harbor reservations regarding the existence of vacant, recently constructed properties located at the corner of Government Street and Forestbrook. These units have lingered on the market for an extended period, raising questions about the urgency or demand for further development in our vicinity. I'm of the opinion that the trend of replacing existing homes with these types of developments is driven solely by profit motives, ultimately eroding the unique charm and character that once defined our neighborhood and community. Regrettably, I am unable to attend the in-person meeting due to work commitments. However, I am reachable via email or at [redacted]. Thank you for your understanding and consideration.

LATE SUBMISSION - Regular Agenda Item 8.11
Zoning Amendment Bylaw No. 2024-20
Development Permit PL2024-9761, Development Variance Permit PL2024-9760
re 795 Ontario Street

From: [Katrina Barron](#)
To: [corpadmin](#)
Subject: Development Variance Permit PL2024-9760
Date: Sunday, May 5, 2024 3:16:53 PM

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ATTN: Corporate Officer, City Of Penticton
171 Main Street, Penticton, BC, V2A 5A9

I am writing in regards to the proposal: Zoning Amendment Bylaw # 2024-20
Development Variance Permit PL2024-9760

My name is Katrina Barron, living at 102-777 Ontario Street, Penticton, and I strongly oppose the proposed development. The plan to build eight units in a limited space is very concerning. Our lane already faces parking problems, and adding at least two cars per unit could mean eight more vehicles in a crowded area. The nearby parking lot by the creek is often full, causing double parking in the lane and disrupting traffic flow.

I'm also worried about construction potentially blocking access to our lane, which would disrupt our daily routines. As we live just one house away from the project site, this would impact us greatly. Conversations with neighbors confirm a shared opinion that eight units are too many for this space; a smaller number, like four units, would be more suitable.

Additionally, there are vacant properties at the corner of Government Street and Forestbrook that have been on the market for some time. This questions the need or demand for more development in our area. It seems these developments are driven by profit rather than preserving our neighborhood's unique character and charm.

Thank you for considering my concerns.

Katrina Barron

LATE SUBMISSION - Regular Agenda Item 8.11
Zoning Amendment Bylaw No. 2024-20
Development Permit PL2024-9761, Development Variance Permit PL2024-9760
re 795 Ontario Street

From: [Patricia Sawyer](#)
To: [corpadmin](#)
Subject: Proposed development 795 Ontario Street
Date: Sunday, May 5, 2024 4:53:22 PM

Caution! This message was sent from outside your organization.

Attention: Corporate Officer, City of Penticton

I am writing this letter in regard to the proposed New Residential Development at 795 Ontario Street in Penticton.

I am the owner of the half duplex at 801 Ontario Street unit 103 directly adjacent to the proposed two four unit townhouse development (8 dwellings in total).

I am deeply concerned about the already high density in this narrow alley.
This laneway is less than 5 meters wide between Government and Ontario street. It is already difficult to park, get by cars and trucks, manoeuver around garbage, recycling and garden waste receptacles. Many vehicles use this lane to quickly access Haven Hill, many children are playing and walking to school down this narrow alley and it is a safety issue.

Snow removal is a huge issue as is the postal delivery with mail going to the wrong address because of the confusion between Ontario and Government street addresses.

This alley was never meant for the volume of traffic and number of dwellings that are here now let alone allowing expansion of more properties at both 795 Ontario and 756 Government street. Additional 14 dwellings between these two properties alone which are more suited to four dwellings each. Where are the fire hydrants located for all these proposed developments?

The developer should be aware of these very legitimate concerns and City Council should reconsider this development. It seems like the power of money is the only consideration that is being taken into account at present and maybe a visit to the alley is needed before council makes their decision.

Kathy Sawyer
801 Ontario Street unit 103

Sent from my iPhone

LATE SUBMISSION - Regular Agenda Item 8.11
Zoning Amendment Bylaw No. 2024-20
Development Permit PL2024-9761, Development Variance Permit PL2024-9760
re 795 Ontario Street

NOTES:

Attn Counsel
Reg. 795 Ontario St. Where
is parking. The City park by
Creek is now a parking lot.
People are doing oil changes
on their vehicles beside
creek

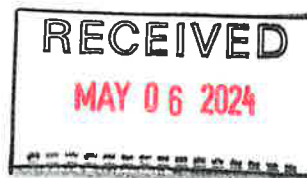
Rick van Heeswijk 826 Ontario St
J. CHRIS BRADBURN
835 ONTARIO S



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The Corporation of the City of Penticton

Bylaw No. 2024-15

A Bylaw for the levying of property tax rates for the year 2024

WHEREAS pursuant to the *Community Charter*, Council is empowered to impose property value taxes by establishing tax rates within the City of Penticton;

AND WHEREAS it is deemed expedient to establish tax rates for the municipal revenue proposed to be raised from property value taxes and the amounts to be collected by means of rates established to meet the City's taxing obligation in relation to another local government or other public body;

NOW THEREFORE the Council of The Corporation of the City of Penticton in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title:

This bylaw may be cited for all purposes as "Tax Rates Bylaw No. 2024-15".

2. 2024 Tax Rates:

The following rates are hereby imposed and levied for the year 2024.

- 2.1 For lawful general purposes of the municipality on the value of land and improvements taxable for general Municipal purposes, rates appearing on Column "A" of the Schedule 'A' attached hereto and forming part hereof;
- 2.2 For hospital purposes on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of the Schedule 'A' attached hereto and forming a part hereof;
- 2.3 For purposes of the Regional District of Okanagan-Similkameen on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "C" of the Schedule 'A' attached hereto and forming a part hereof;
- 2.4 For purposes of the Regional District of Okanagan-Similkameen 9-1-1 Emergency Telephone Service and Mosquito Control, on the assessed value of improvements taxable for Regional Hospital District purposes, rates appearing in Column "D" of the Schedule 'A' attached and forming a part thereof;
- 2.5 For purposes of Regional District of Okanagan-Similkameen Sterile Insect Release Program, on the assessed value of land taxable for Regional Hospital District purposes, rates appearing in Column "E" of the Schedule 'A' attached and forming a part hereof.
- 2.6 For purposes of Downtown Penticton Business Improvement Area Class 5 & 6 properties, on the assessed value of land and improvements taxable for general Municipal purposes, rates appearing in Column "F" of the Schedule 'A' attached and forming a part hereof.

3. Penalties:

3.1 The Collector must add to the unpaid balance of the current year’s taxes, in respect of each parcel of land and the improvements as shown on the tax roll, a penalty of ten (10) percent to be applied in relation to payments made after the tax due date of July 2, 2024.

READ A FIRST time this	16	day of	April, 2024
READ A SECOND time this	16	day of	April, 2024
READ A THIRD time this	16	day of	April, 2024
ADOPTED this		day of	, 2024

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer

The Corporation of The City of Penticton

Schedule 'A'

Tax Rates (dollars of tax per \$1,000 taxable assessment)

2024	A	B	C	D	E	F
Property Class	General Municipal	Regional Hospital District	RDOS	RDOS 911 Emergency Telephone Service & Mosquito Control	RDOS Sterile Insect Release Program	Downtown Penticton Business Improvement Area for Class 5 & 6
1 Residential	3.2058	0.1836	0.1403	0.0678	0.0321	0.0000
2 Utilities	40.0000	0.6428	0.4910	0.2373	0.1125	0.0000
3 Supportive Housing	3.2058	0.1836	0.1403	0.0678	0.0321	0.0000
4 Major Industry	4.7394	0.6244	0.4770	0.2305	0.1092	0.0000
5 Light Industry	4.7394	0.6244	0.4770	0.2305	0.1092	0.9972
6 Business & Other	6.1550	0.4499	0.3437	0.1661	0.0787	0.9972
7 Managed Forest Land	6.1550	0.5509	0.4208	0.2034	0.0964	0.0000
8 Recreation/Non-Profit	4.3310	0.1836	0.1403	0.0678	0.0321	0.0000
9 Farm	16.2183	0.1836	0.1403	0.0678	0.0321	0.0000

The Corporation of the City of Penticton

Bylaw No. 2024-16

A Bylaw to Amend Zoning Bylaw 2023-08

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

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw No. 2023-08;

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

1. Title:

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2024-16".

2. Amendment:

Zoning Bylaw No. 2023-08 is hereby amended as follows:

- 2.1 Rezone Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, from RD2 (Duplex Housing: Lane) to RD3 (Residential Infill) as shown in Schedule 'A'.
2.2 Add Section 10.6.4.3: "In the case of Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, an apartment shall be permitted."
2.3 Add Section 10.6.4.4: "In the case of Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853, located at 468 Wade Avenue West, the maximum density shall be 1.2 FAR."
2.4 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this 16 day of April, 2024
READ A SECOND time this 16 day of April, 2024
READ A THIRD time this 16 day of April, 2024
RECEIVED the approval of the 17 day of April, 2024
Ministry of Transportaton on the
ADOPTED this day of , 2024

Notice of intention to proceed with this bylaw was published on the 5th day of April, 2024 and the 12th day of April, 2024 in an online news source and the newspaper, pursuant to Section 94.2 of the Community Charter.

Approved pursuant to section 52(3)(a) of the *Transportation Act*
this 17th day of April, 2024

Robert Bitte

for Minister of Transportation & Infrastructure

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2024-16

Date: _____

Corporate Officer: _____

Development Variance Permit

Permit Number: DVP PL2024-9752

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: Lot 6 Block C District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale-Lytton) District Plan 853
 - Civic: 468 Wade Avenue West
 - PID: 012-022-624
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2023-08 to allow for the construction of a three-storey apartment, as shown in the plans attached in Schedule 'A':
 - a. Section 10.6.2.6: reduce the front yard from 4.5 m to 3.0 m.

General Conditions

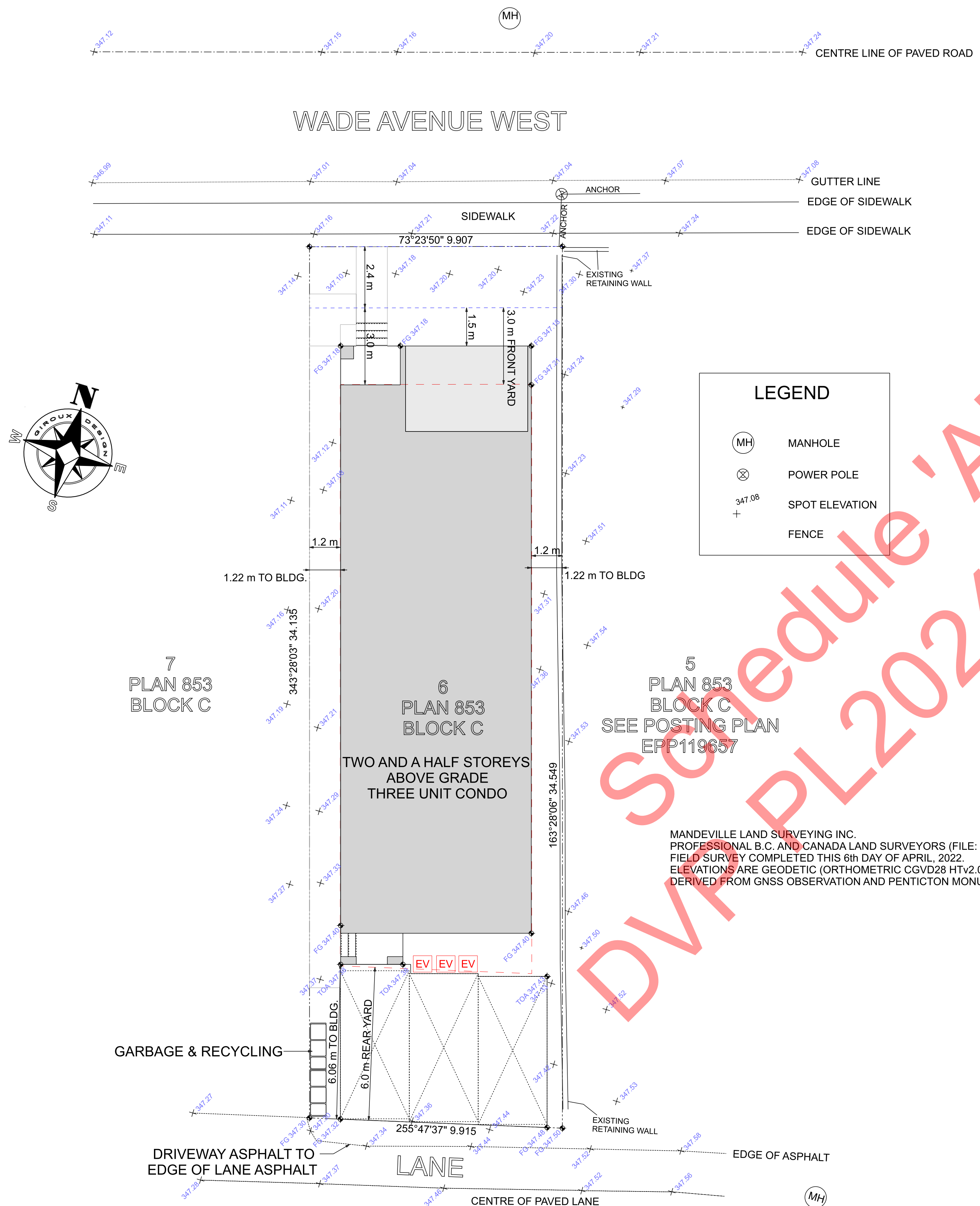
4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.
5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence 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 16th day of April, 2024.

Issued this ____ day of April, 2024.

Angela Collison
Corporate Officer

DRAFT



ZONING COMPLIANCE TABLE (PROPOSED ZONING RD3)			
REGULATION	REQUIRED/CURRENT	PROPOSED/PROVIDED	VARIANCE REQUIRED
OCP DESIGNATION	URBAN RESIDENTIAL	TBD	NO
ZONING	RD2	RD3	YES
MINIMUM LOT WIDTH (SUBDIVISION ONLY)	10.5	9.9 m	N/A
LOT AREA (SUBDIVISION ONLY)	275 m2	340.23 m2	N/A
MAXIMUM LOT COVERAGE	55% (187.13 m2)	49% (168 m2)	NO
MAXIMUM DENSITY	1.0 FAR	1.2 FAR (420.6 m2)	YES
MAXIMUM HEIGHT	10.5 m	10.4 m	NO
MINIMUM FRONT YARD (NORTH)	4.5 m	3.0 m	YES
MINIMUM INTERIOR SIDE YARD (EAST, WEST)	1.2 m	1.2 m	NO
MINIMUM EXTERIOR SIDE YARD	3.0 m	3.0 m	NO
MINIMUM REAR YARD (SOUTH)	6.0 m	6.0 m	NO
PARKING SPACES (1 PER UNIT)	3	3	NO

IN THE CASE OF THE RD3 ZONE, A CARRIAGE HOUSE IS PERMITTED ON THE SAME LOT AS A PRINCIPAL DWELLING WITH A SECONDARY SUITE OR A DUPLEX BUILDING FOR A MAXIMUM OF THREE (3) DWELLINGS ON A LOT. IN THE CASE OF DUPLEX DEVELOPMENT, WHERE A REAR LANE IS PROVIDED, VEHICULAR ACCESS MUST BE FROM THE REAR LANE. IN CASES WHERE A DWELLING UNIT FACES THE BACK OF THE LOT, A CLEAR, UNOBSTRUCTED AND MAINTAINED ACCESS FROM THE FRONT OF THE PROPERTY TO THE BACK UNIT AT LEAST 1.2 M IN WIDE, MUST BE PROVIDED.

LEGEND

- (MH) MANHOLE
- ⊗ POWER POLE
- 347.08 SPOT ELEVATION
- + FENCE

ELECTRIC VEHICLE READY REQUIREMENTS IN ACCORDANCE WITH ZONING BYLAW NO. 2023-08

TO ENSURE NEW HOMES ARE BUILT WITH READY ACCESS TO A POWER SUPPLY CAPABLE OF PROVIDING LEVEL 2 EV CHARGING, THE FOLLOWING REQUIREMENTS MUST BE MET:

- MINIMUM NUMBER OF ENERGIZED OUTLETS FOR LEVEL 2 CHARGING: 1 PER DWELLING UNIT.
- CONSTRUCTION REQUIREMENTS THAT INCLUDE: ELECTRICAL PANEL CAPACITY, WIRING, AND CONTINUOUS CONDUIT OR RACEWAY (AS APPLICABLE) FROM THE PANEL, TERMINATING AT AN ENERGIZED OUTLET NEAR THE DESIGNATED EV PARKING SPACE(S). ADDITIONAL ELECTRICAL AND EV CHARGING INFRASTRUCTURE IS REQUIRED TO ENERGIZE THE CIRCUIT AND TO SUPPLY POWER TO FUTURE LEVEL 2 EVSE AND EVEMS (IF APPLICABLE).
- A POINT CONNECTED TO A SOURCE OF VOLTAGE IN AN ELECTRICAL WIRING INSTALLATION AT WHICH CURRENT IS TAKEN AND CAN BE CONNECTED TO SUPPLY UTILIZATION EQUIPMENT. AN OUTLET INCLUDES A COVERED TERMINATION BOX, NEMA 14-50R RECEPTACLE, OR NEMA 6-50R RECEPTACLE. ADDITIONAL TERMINATION MEANS MAY BE APPROVED BY THE CITY OF PENTICTON ELECTRIC UTILITY MANAGER.
- ELECTRIC VEHICLE CHARGING AT 208 V OR 240 V THROUGH SUPPLY UTILIZATION EQUIPMENT THAT MEETS THE DEFINITION OF LEVEL 2 BY THE STANDARD "SAE ELECTRIC VEHICLE AND PLUG IN HYBRID ELECTRIC VEHICLE CONDUCTIVE CHARGE COUPLER", J1772.

SITE PLAN
 SCALE: 1:100
 CIVIC ADDRESS: 468 WADE AVENUE WEST, PENTICTON, BC
 LEGAL DESCRIPTION: SITE PLAN SHOWING CERTAIN FEATURES ON LOT 6, Bk C, DL 4, Gp 7, SDYD, PLAN 853
 PID: 012-022-624
 LOT AREA: 340.23 m2 (3662 sq.ft.)

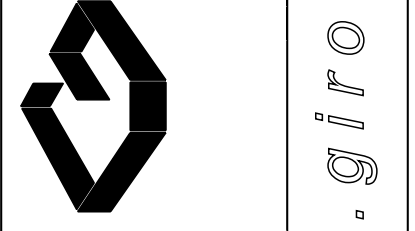
DVP Schedule 'A' PL2024-9752

CARY SCHNEIDERAT
 468 WADE AVE W.
 PENTICTON, BC
 DESIGN BY: AIG
 DRAWN BY: AIG
 DATE: 2024-03-18
 REVISED:

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Due to local codes, regulations and building practices and/or because of specific site conditions, these drawings may not be suitable or legal for use in the construction of a building in all localities. Consequently, these drawings are not to be used in any jurisdiction other than that for which they were prepared. Additionally, Giroux Design Group is unable to accept any liability for the accuracy of the drawings. The purchaser of these drawings is deemed to have accepted the responsibility for the construction of the project. Therefore, the builder must carefully inspect all dimensions and details in these drawings and assume responsibility for the same.

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 Giroux Design Group Inc.
 phone: 250.276.4373 e-mail: contact@girouxdesigngroup.com
 web: www.girouxdesigngroup.com



PLAN NO.
WP-5806
 SLAB
 SHEET NO.
A1

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Site Plan & Zoning Compliance Table

The Corporation of the City of Penticton

Bylaw No. 2024-19

A Bylaw to Amend Zoning Bylaw 2023-08

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

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw No. 2023-08;

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

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2024-19".

2. **Amendment:**

2.1 Zoning Bylaw No. 2023-08 is hereby amended as follows:

Add Section 9.2.6.14: "In the case of Lot 2 District Lot 587 Similkameen Division Yale District Plan 15877 Except Plans 20013 And 20826, located at 3810 Valleyview Road, 'agri-tourism accommodation' is a permitted use with a maximum of three (3) sleeping units."

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

READ A FIRST time this	16	day of	April, 2024
A PUBLIC HEARING was held this	7	day of	May, 2024
READ A SECOND time this		day of	, 2024
READ A THIRD time this		day of	, 2024
ADOPTED this		day of	, 2024

Notice of intention to proceed with this bylaw was published on the 26th day of April, 2024 and the 3rd day of May, 2024 in an online news source and the newspaper, pursuant to Section 94.2 of the *Community Charter*.

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer



City of Penticton – Schedule 'A'
Zoning Amendment Bylaw No. 2024-19

Date: _____

Corporate Officer: _____

First Session, Forty-fourth Parliament,
70-71 Elizabeth II, 2021-2022

Première session, quarante-quatrième législature,
70-71 Elizabeth II, 2021-2022

HOUSE OF COMMONS OF CANADA

CHAMBRE DES COMMUNES DU CANADA

BILL C-277

PROJET DE LOI C-277

An Act to establish a national strategy on
brain injuries

Loi prévoyant l'élaboration d'une stratégie
nationale sur les lésions cérébrales

FIRST READING, JUNE 2, 2022

PREMIÈRE LECTURE LE 2 JUIN 2022

MR. MACGREGOR

M. MACGREGOR

SUMMARY

This enactment provides for the development of a national strategy to support and improve brain injury awareness, prevention and treatment as well as the rehabilitation and recovery of persons living with a brain injury.

SOMMAIRE

Le texte prévoit l'élaboration d'une stratégie nationale visant à promouvoir et à améliorer la sensibilisation aux lésions cérébrales, la prévention et le traitement de ces lésions ainsi que la réadaptation et le rétablissement des personnes cérébrolésées.

1st Session, 44th Parliament,
70-71 Elizabeth II, 2021-2022

1^{re} session, 44^e législature,
70-71 Elizabeth II, 2021-2022

HOUSE OF COMMONS OF CANADA

CHAMBRE DES COMMUNES DU CANADA

BILL C-277

PROJET DE LOI C-277

An Act to establish a national strategy on brain injuries

Loi prévoyant l'élaboration d'une stratégie nationale sur les lésions cérébrales

Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows:

Sa Majesté, sur l'avis et avec le consentement du Sénat et de la Chambre des communes du Canada, édicte :

Short Title

Titre abrégé

Short title

1 This Act may be cited as the *National Strategy on Brain Injuries Act*.

Titre abrégé

1 *Loi relative à la stratégie nationale sur les lésions cérébrales*.

National Strategy

Stratégie nationale

Development

2 (1) The Minister of Health must, in consultation with representatives of the provincial governments responsible for health, Indigenous groups and relevant stakeholders, develop a national strategy to support and improve brain injury awareness, prevention and treatment as well as the rehabilitation and recovery of persons living with a brain injury.

Élaboration

2 (1) Le ministre de la Santé, en consultation avec les représentants des gouvernements provinciaux responsables de la santé, des groupes autochtones et des parties concernées, élabore une stratégie nationale visant à promouvoir et à améliorer la sensibilisation aux lésions cérébrales, la prévention et le traitement de ces lésions ainsi que la réadaptation et le rétablissement des personnes cérébrolésées.

Content

(2) The strategy must include measures designed to

(a) promote the implementation of preventive measures to reduce the risk of brain injuries;

(b) identify the training, education and guidance needs of health care and other professionals related to brain injury prevention and treatment and the rehabilitation and recovery of persons living with a brain injury;

(c) promote research and improve data collection on the incidence and treatment of brain injuries and on the rehabilitation and recovery of persons living with a brain injury;

Contenu

(2) La stratégie prévoit des mesures visant à :

a) promouvoir la mise en place de mesures préventives destinées à réduire les risques de lésions cérébrales;

b) déterminer les besoins en formation, information et orientation des professionnels de la santé et d'autres domaines en matière de prévention et de traitement des lésions cérébrales ainsi que de réadaptation et de rétablissement des personnes cérébrolésées;

c) promouvoir la recherche et améliorer la collecte de données sur l'incidence et le traitement des lésions

- (d)** promote information and knowledge sharing with respect to brain injury prevention, diagnosis and treatment and the rehabilitation and recovery of persons living with a brain injury;
- (e)** create national guidelines on the prevention, diagnosis and management of brain injuries in all communities, including recommended standards of care that reflect best methodological, medical and psychosocial practices;
- (f)** promote awareness and education with particular emphasis on improving public understanding and protecting the rights of persons living with a brain injury;
- (g)** foster collaboration with and provide financial support to national, provincial and local brain injury associations and brain injury service providers to develop and provide enhanced and integrated mental health resources for persons living with a brain injury and for their families;
- (h)** encourage consultation with mental health professionals, particularly in educational institutions, sports organizations and workplaces, to provide persons who are suffering from the effects of a brain injury, including mental health and addiction problems, with a support system within the community;
- (i)** identify challenges resulting from brain injury, such as mental health problems, addiction, housing and homelessness issues and criminality, including intimate partner violence, and work to develop solutions in collaboration with stakeholders;
- (j)** maintain, in collaboration with Brain Injury Canada, a national information website providing current facts, research and best practices related to the diagnosis and management of brain injuries, as well as other relevant resources; and
- (k)** establish a task force to include policy makers, stakeholders, community agencies, brain injury associations and Indigenous groups, as well as persons who have experienced a brain injury and their families, to make recommendations in relation to the national strategy.

- cérébrales de même que sur la réadaptation et le rétablissement des personnes cérébrolésées;
- d)** promouvoir la communication de l'information et des connaissances sur la prévention, le diagnostic et le traitement des lésions cérébrales et sur la réadaptation et le rétablissement des personnes cérébrolésées;
- e)** établir des lignes directrices nationales sur la prévention, le diagnostic et la prise en charge des lésions cérébrales dans toutes les collectivités, lesquelles doivent comprendre la recommandation de normes de soins qui reflètent les meilleures pratiques méthodologiques, médicales et psychosociales;
- f)** promouvoir la sensibilisation et l'information, et viser en particulier l'amélioration de la compréhension du public et la protection des droits des personnes cérébrolésées;
- g)** favoriser la collaboration avec les associations nationales, provinciales et locales de personnes cérébrolésées et avec les fournisseurs de services à ces personnes et les soutenir financièrement de manière à proposer aux personnes cérébrolésées et à leur famille des ressources en santé mentale bonifiées et intégrées;
- h)** encourager la consultation de professionnels de la santé mentale, en particulier au sein des établissements d'enseignement, des organisations sportives et des lieux de travail, de sorte que les personnes qui subissent les effets d'une lésion cérébrale, dont des problèmes de santé mentale ou de toxicomanie, bénéficient d'un réseau de soutien dans leur collectivité;
- i)** cerner les difficultés qu'occasionnent les lésions cérébrales, telles que des problèmes de santé mentale, de toxicomanie, de logement et d'itinérance ainsi que de criminalité, notamment de violence contre un partenaire intime, et œuvrer à trouver des solutions en collaboration avec les parties intéressées;
- j)** tenir, en collaboration avec Lésion cérébrale Canada, un site Web national d'information servant à diffuser l'actualité des faits, de la recherche et des pratiques exemplaires concernant le diagnostic et la prise en charge des lésions cérébrales, ainsi que d'autres ressources pertinentes;
- k)** créer un groupe de travail composé de responsables des politiques, de parties intéressées, d'organismes communautaires, d'associations de personnes cérébrolésées, de groupes autochtones ainsi que de personnes ayant subi des lésions cérébrales et de leur famille qui aura pour mandat de formuler des recommandations relativement à la stratégie nationale.

Reports to Parliament

Tabling of strategy

3 (1) Within one year after the day on which this Act comes into force, the Minister of Health must prepare a report setting out the strategy and cause the report to be tabled before each House of Parliament on any of the first 15 days on which that House is sitting after the report is completed. 5

Publication

(2) The Minister must publish the report on the website of the Department of Health within 10 days after the day on which the report is tabled in both Houses of Parliament. 10

Report

4 (1) Within five years after the day on which the report referred to in section 3 has been tabled in both Houses of Parliament, the Minister of Health must, in consultation with the parties referred to in subsection 2(1), evaluate the effectiveness of the strategy and the situation with respect to brain injury awareness, prevention and treatment, and to the rehabilitation and recovery of persons living with a brain injury, and prepare a report setting out conclusions and recommendations regarding the strategy. 15 20

Tabling of report

(2) The Minister must cause the report to be tabled before each House of Parliament on any of the first 15 days on which that House is sitting after it is completed.

Rapports au Parlement

Dépôt de la stratégie

3 (1) Dans l'année suivant la date d'entrée en vigueur de la présente loi, le ministre de la Santé établit un rapport énonçant la stratégie et le fait déposer devant chaque chambre du Parlement dans les quinze premiers jours de séance de celle-ci suivant son achèvement. 5

Publication

(2) Le ministre publie le rapport sur le site Web du ministère de la Santé dans les dix jours suivant la date de son dépôt devant les deux chambres du Parlement.

Rapport

4 (1) Dans les cinq ans suivant la date de dépôt du rapport prévu à l'article 3, le ministre de la Santé, en consultation avec les parties visées au paragraphe 2(1), évalue l'efficacité de la stratégie et la situation en matière de sensibilisation aux lésions cérébrales, de prévention et de traitement de ces lésions ainsi que de réadaptation et de rétablissement des personnes cérébrolésées et établit un rapport qui énonce ses conclusions et recommandations relativement à la stratégie. 10 15

Dépôt du rapport

(2) Le ministre fait déposer le rapport devant chaque chambre du Parlement dans les quinze premiers jours de séance de celle-ci suivant son achèvement. 20