



Regular Council Meeting Agenda

Tuesday, January 28, 2025, 1:00 p.m.
City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

To view the live broadcast and recordings, visit www.penticton.ca

	Pages
1. Call Regular Council Meeting to Order	
2. Introduction of Late Items	
3. Adoption of Agenda	
Staff Recommendation:	
THAT Council Adopt the Agenda for the Regular Council Meeting held on January 28, 2025 as presented.	
4. Recess to Committee of the Whole	
Staff Recommendation:	
THAT Council Recess to a Committee of the Whole meeting.	
4.1 Call Committee of the Whole to Order	
4.2 Adoption of Agenda	
4.3 Delegations	
4.3.1 Regional District of Okanagan-Similkameen Draft 2025-2029 Budget Presentation Jim Zaffino, CAO, and Wayne Making, Deputy Chief Financial Officer, RDOS	5
4.3.2 Proclamation: "Real Acts of Caring Week" February 9-15, 2025 Grade 7 Students, KVR Middle School	36
4.3.3 Proclamation: "Penticton Community Radio Week" February 2-8, 2025 Claire Thompson, President, Peach City Community Radio Society	46
4.3.4 Organic Recycling at Net Zero Waste Eastgate Ltd. Mateo Ocejo, P. Eng, Net Zero Waste Eastgate Ltd.	58
4.4 Adjourn to Regular Meeting of Council	
5. Reconvene the Regular Council Meeting	
6. Adoption of Minutes	
6.1 Minutes of the January 14, 2025 Regular Council Meeting	73
Staff Recommendation:	

THAT Council adopt the Regular Council Meeting minutes of January 14, 2025 as presented.

- 6.2 Minutes of the January 16, 2025 Special Council Meeting 79

Staff Recommendation:

THAT Council adopt the Special Council Meeting minutes of January 16, 2025 as presented.

7. Consent Agenda 81

Staff Recommendation:

THAT Council approve the Consent Agenda:

1. January 14, 2025 Public Hearing Minutes.

8. Staff Reports

- 8.1 2024-2028 Amended Five Year Financial Plan Bylaw No. 2025-02 84

Staff Recommendation:

THAT Council give first, second and third reading to “2024-2028 Amended Five Year Financial Plan Bylaw No. 2025-02”.

- 8.2 Long-term Borrowing – Security Issuing Resolution – Penticton Ave Pressure Reducing Valve 94

Staff Recommendation:

THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of their 2025 spring borrowing session, of five million and one hundred thousand dollars (\$5,100,000) as authorized through “Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32” and that the Regional District of Okanagan-Similkameen be requested to consent to the borrowing over a twenty (20) year term and include the borrowing in a Security Issuing Bylaw.

- 8.3 Leash-Optional Pilot Program – Next Steps 114

Staff Recommendation:

THAT Council receive into the record the report dated January 28, 2025 titled “Leash-Optional Pilot Program – Next Steps”;

AND THAT the “leash-optional” areas continue at the following locations:

- Riverside Park – 187 Riverside Drive
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

AND THAT the current fenced Dog Park at Okanagan Park be expanded by approximately 30m.

- 8.4 License to Use Agreement: Penticton Safety Village Society 193

Staff Recommendation:

THAT Council approve the ten (10) year nominal rate License to Use Agreement with the Penticton Safety Village Society for the use of 500

Edmonton Avenue; for the purpose of the operation of a Children's Safety Village and equipment storage.

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

8.5 Affordable Housing Pilot Funding Program Extension 199

Staff Recommendation:

THAT Council approve a one-year extension of the Affordable Housing Pilot Funding Program to run to the end of February 2026;

AND THAT the remaining \$79,700 allocation from the Affordable Housing Reserve be available for the extended program;

AND THAT the 2025-2029 Financial Plan be amended accordingly.

9. **Bylaws and Permits**

9.1 Zoning Amendment Bylaw No. 2023-14 209
Re: 924 Fairview Road

Staff Recommendation:

THAT Council rescind third reading and give third reading as amended (updated to match new zoning bylaw number) to "Zoning Amendment Bylaw No. 2023-14";

and THAT Council adopt "Zoning Amendment Bylaw No. 2023-14".

10. **Notice of Motion**

11. **Business Arising**

12. **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.

13. **Council Round Table**

14. **Adjourn to a Closed Council Meeting**

Resolution:

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

(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom

of Information and Protection of Privacy Act; 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.



2025-2029 Budget Presentation



One Region Working Together



11. Commitment to our Clients

We are dedicated to providing the highest level of service to our valued clients.

We are committed to maintaining our service quality at an affordable cost.

We understand the importance of financial stability for our clients and we pledge to keep our service costs affordable, ensuring that any increases will not materially affect the client's budget from year to year.

Our Goal is to foster long-term relationships built on trust, transparency and mutual respect.



Regional Districts – Legislative

- Corporation
- Geographic area includes municipalities and electoral areas
- Board of Directors



Regional Districts - Taxation

- Not taxing authorities
- Province taxes citizens in electoral areas
- Regional Districts do not tax municipalities
- Municipalities tax citizens on Regional Districts behalf



Regional Districts - Services

- Manage services
- Provide legislated services e.g., General Government, E911 Telecommunications
- Other services are by choice and only created with the approval of those receiving the service e.g., Recreation



Regional Districts - Services

Regional Services

- Services where majority of electoral areas and municipalities participate. All properties contribute
- Some examples General Government, Human Resources, Corporate Facilities, Emergency Planning, Regional Trails and Regional Transit



Regional Districts - Services

Rural Services

- Services for electoral areas where all properties in the electoral area contribute. (no municipalities)
- Some examples Electoral Area Administration, Electoral Area Planning, Okanagan Regional Library, Building Inspection, Bylaw Enforcement



Regional Districts - Services

Shared Services

- Only those participants in the service pay for the shared service.
- Some examples Victim Services, Fire Departments and Parks & Recreation.



Regional Districts - Services

Local Services

- A defined group of properties within an electoral area participate. Only those properties contribute.
- Some examples water services, sewer services, and fire protection.



Regional Districts – Budget

- Municipal 3-5 budgets
- RDOS has budgets for every service as each are to be self sustaining (162 services 162 budgets)
- Separate budgets ensure only those participating pay



Regional Districts – Budget

- Budget process starts in June
- First draft completed in October
- Budget Committee workshop in December
- Public engagement January-February
- Budget must be adopted by March 31, 2025



Regional Districts – Budget

2025 RDOS Draft Budget Comparison with 2024 & 2023

	2025	2024	2023
(In millions)			
RDOS Operational Expenses	\$ 51.55	\$ 49.03	\$ 46.30
Municipal Debt Repayment	\$ 8.19	\$ 7.61	\$ 7.31
Capital Project	\$ 51.23	\$ 31.10	\$ 20.20
(\$13.34m capital projects carried forward)			
Total RDOS Budget	\$ 110.97	\$ 87.74	\$ 73.81



Regional Districts – Budget

- Overall tax requisition \$27,745,266
- Tax requisition increased \$1,660,898 for an increase of 6.37% after non-market growth a net tax increase of 4.88%
- Included in the 2025 operational budget are transfers to reserve of \$4,053,847 which is 7.88% of the operational budget



Regional Districts – Budget

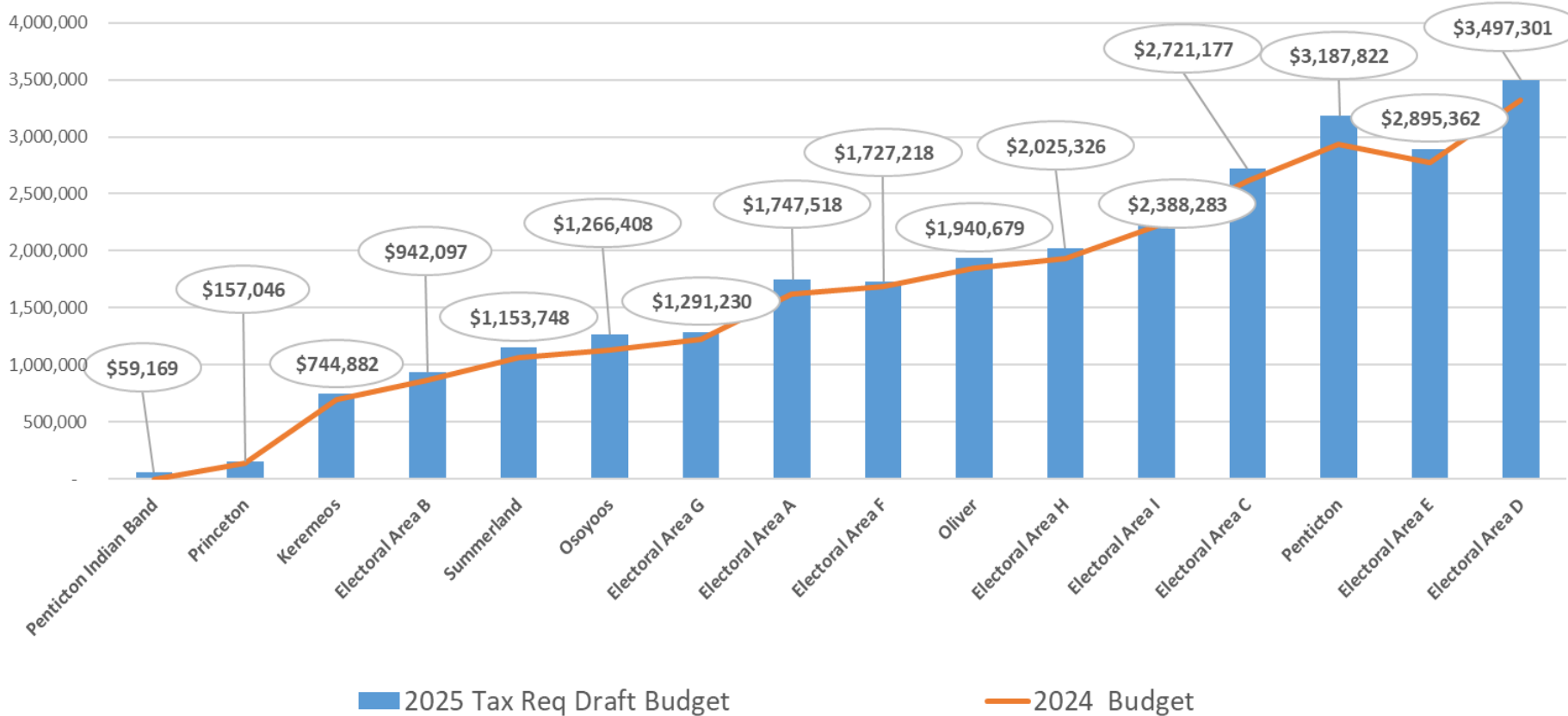
REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN 2025 TOTAL REQUISITION SUMMARY

	<u>2025</u>	<u>2024</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Non-Market Growth %</u>	<u>Net Change %</u>
RDOS PENTICTON	\$ 3,187,822	\$ 2,935,992	\$ 251,829	8.58%	1.05%	7.53%
RDOS SUMMERLAND	1,153,748	1,069,406	84,342	7.89%	1.77%	6.12%
RDOS PRINCETON	157,046	142,739	14,307	10.02%	0.86%	9.16%
RDOS OLIVER	1,940,679	1,849,957	90,722	4.90%	1.44%	3.46%
RDOS OSOYOOS	1,266,408	1,129,988	136,421	12.07%	1.21%	10.86%
RDOS KEREMEOS	744,882	693,640	51,242	7.39%	1.07%	6.32%
	8,450,585	7,821,722	628,863	8.04%	1.24%	6.80%
PENTICTON INDIAN BAND	59,169	-	59,169	#DIV/0!		
ELECTORAL AREA A	1,747,518	1,618,874	128,644	7.95%	2.58%	5.37%
ELECTORAL AREA B	942,097	871,363	70,734	8.12%	5.35%	2.77%
ELECTORAL AREA C	2,721,177	2,615,783	105,394	4.03%	1.60%	2.43%
ELECTORAL AREA D	3,497,301	3,317,470	179,830	5.42%	0.99%	4.43%
ELECTORAL AREA E	2,895,362	2,776,932	118,430	4.26%	3.74%	0.52%
ELECTORAL AREA F	1,727,218	1,688,210	39,009	2.31%	1.54%	0.77%
ELECTORAL AREA G	1,291,230	1,223,362	67,867	5.55%	1.41%	4.14%
ELECTORAL AREA H	2,025,326	1,938,245	87,082	4.49%	2.10%	2.39%
ELECTORAL AREA I	2,388,283	2,212,408	175,875	7.95%	1.30%	6.65%
	19,235,512	18,262,647	972,865	5.33%	2.04%	3.29%
TOTAL TAX REQUISITION FOR ALL BUDGETS	\$ 27,745,266	\$ 26,084,369	\$ 1,660,898	6.37%	1.49%	4.88%



Regional Districts – Budget

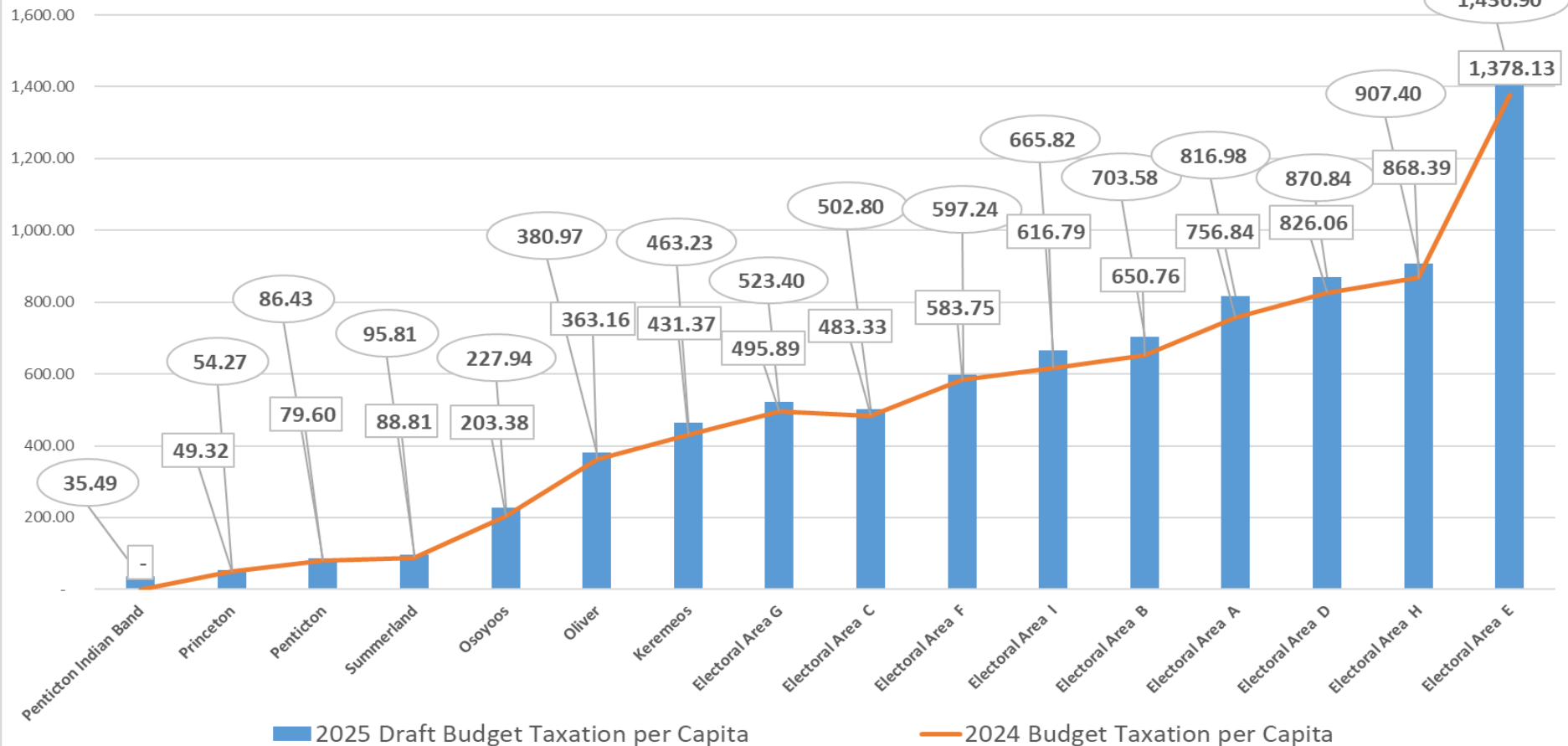
RDOS 2025 Tax Requisition as at First Reading - Comparison to 2024 Requisition by Member Municipality and Electoral - At Adoption





Regional Districts – Budget

RDOS 2025 Taxation Per Capita Comparison as at First Reading - Comparison to 2024 by Member Municipality and Electoral Area - Adopted Budget





Regional Districts – Support Costs

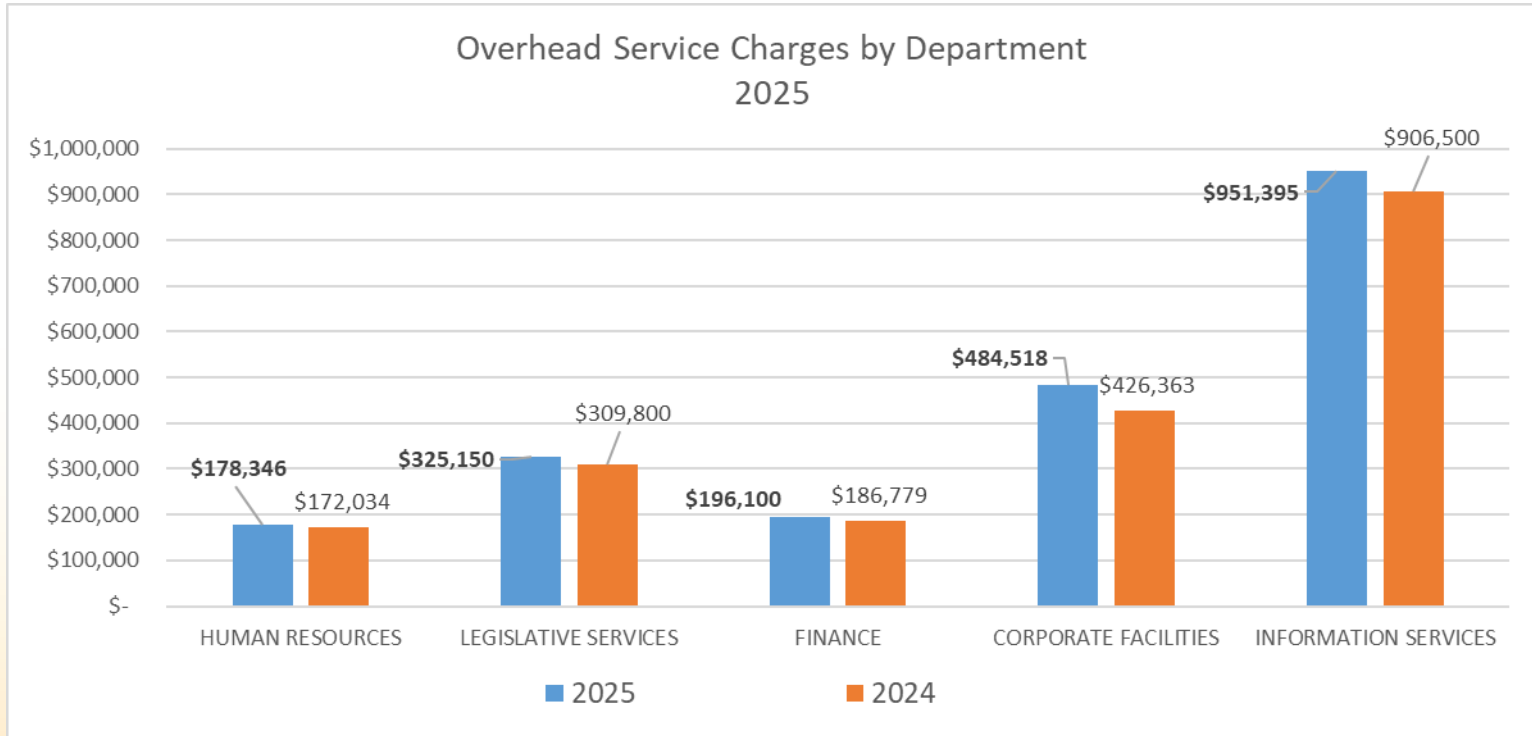
Support costs (administration) is comprised of the service cost exclusive of wages of the following support departments

- Human Resources
- Legislative Services
- Finance
- Corporate Services
- Information Services

Board policy 12% charged to capital projects 88% to operational services. No costs charged to debt servicing, project carry forwards or transfers to reserve.



Regional Districts – Support Costs



Total support costs charged:
 Operations – \$2,135,509
 Capital – \$256,261



Regional Districts – What is new

- Proposed Regional Grant-in-Aid included
- Proposed full time equivalent positions
- Proposed program change requests included
- Proposed capital requests included



Regional Grant-in-Aid

Applicant	Request	Tax Impact	Nov. 14th Decision	2025
Agur Lake Camp Society	\$ 4,524.73	0.23%	\$ 4,524.73	\$ 4,524.73
Desert Sun Counselling & Resource Center Society	\$ 50,000.00	2.48%	\$ -	
HA HA HA Kidz Fest	\$ 15,000.00	0.75%	\$ 5,000.00	\$ 5,000.00
Okanagan Similkameen Conservation Alliance	\$ 5,000.00	0.25%	\$ 5,000.00	\$ 5,000.00
Similkameen Country Development Association	\$ 10,000.00	0.50%	\$ -	
Summerland Museum and Archives Society	\$ 14,520.00	0.72%	\$ -	
Take a Hike Youth Mental Health Foundation	\$ 2,000.00	0.10%	\$ 2,000.00	\$ 2,000.00
All requests accepted at full value	\$ 101,044.73	5.03%	\$ 16,525	\$ 16,525
No more than 2 in a 4 year period				



Full Time Equivalents

FTE Number	Description	Amount in 2025
FTE 2025-1	Parks Leadhand	\$ 70,557
FTE 2025-3	Electrician	\$ 31,003
FTE 2025-4	Bylaw Coordinator	\$ -
FTE 2025-5	Utilities Coordinator	\$ -
FTE 2025-8	Sustainability Manager	\$ 68,316
FTE 2025-10	Solid Waste Operations Manager	\$ 151,189
FTE 2025-11	Planning Technician	\$ 98,325
FTE 2025-12	Environmental Technician	\$ 115,993



Program Change Requests

Form	Description of Change		Total Cost
PCR 01	Decrease	Recreation Restructure	\$ (173,469)
PCR 02	Increase	Emergency Management in Area "H"	\$ 42,000
PCR 03	Increase	Invasive Tree Program - Area "F"	\$ 20,000
PCR 04	Increase	Park & Trail Maintenance	\$ 19,250
PCR 05	Increase	Turf Management - Area "E"	\$ 10,000
PCR 06	Increase	Website Redesign	\$ 75,000
PCR 07	Increase	BC Tree Fruits History Conservation	\$ 1,560



New Capital Requests

Capital projects are funded from the following sources.

- Reserves
- Grants
- Donations
- Borrowing – which results in debt servicing an increased operational cost



New Capital Requests - All

General Government Equipment Purchases - 0101	2025 Budget	Vehicle Replacement Reserve
Expense		
Administration charges	2,050	2,050
Utilities replacement vehicles	200,000	200,000
Total Capital Expenses	\$ 202,050	\$ 202,050

Corporate Facilities - 0161	2025 Budget	Operating Reserve	Debenture
Expense			
Administration charges	49,640	49,640	-
101 Martin addition	8,527,226	-	8,527,226
Total Capital Expenses	\$ 8,576,866	\$ 49,640	\$ 8,527,226



New Capital Requests - All

Emergency Planning - 0411	2025 Budget	Operating Reserve
Expense		
Administration charges	1,518	1,518
1 ton truck	114,000	114,000
Smart boards	12,000	12,000
Total Capital Expenses	\$ 127,518	\$ 127,518

Information Services - 0601	2025 Budget	Capital Reserve
Expense		
Infrastructure replacement	70,000	70,000
Boardroom upgrades	15,000	15,000
Workstation / laptop upgrades	30,000	30,000
Data center equipment	45,000	45,000
Total Capital Expenses	\$ 160,000	\$ 160,000



New Capital Requests - All

Solid Waste Management - 4301	2025 Budget	Operating
Expense		
Administration charges	1,676	1,676
Solid waste management plan	100,000	100,000
Total Capital Expenses	\$ 101,676	\$ 101,676

Regional Trails - 7721	2025 Budget	Operating Reserve	Capital Reserve	Community Works Fund (Gas Tax)	Grants
Expense					
Administration charges	1,296	1,296	-	-	-
Similkameen trail construction	30,000	-	-	30,000	-
ADRA tunnel reopening	60,000	-	60,000	-	-
Vehicle replacement	55,000	-	35,000	-	20,000
Total Capital Expenses	\$ 146,296	\$ 1,296	\$ 95,000	\$ 30,000	\$ 20,000



New Capital Requests – Penticton D3

Refuse Disposal - Penticton / D3 - 3501	2025 Budget	Operating Reserve	CML Capital Reserve	Ok Falls Capital Reserve	Closure Reserve	Grants	Debenture
Expense							
Salaries & wages	132,752	132,752	-	-	-	-	-
Administration charges	14,904	14,904	-	-	-	-	-
OK Falls scale refresh	15,000	15,000	-	-	-	-	-
CML bio cover	150,000	-	150,000	-	-	-	-
CML security improvements	15,000	-	15,000	-	-	-	-
CML SCADA for leachate management system	110,000	-	110,000	-	-	-	-
OK Falls security improvements	10,000	-	-	10,000	-	-	-
OK Falls phase 2 expansion, phase 1 closure	100,000	-	-	100,000	-	-	-
OK Falls phase 2 installation, phase 1 closure	500,000	-	-	500,000	-	-	-
CML master plan and design	40,000	-	-	-	40,000	-	-
Organics compost facility (contingent)	19,000,000	-	-	-	-	9,764,380	9,235,620
Total Capital Expenses	\$20,087,656	\$ 162,656	\$ 275,000	\$ 610,000	\$ 40,000	\$ 9,764,380	\$ 9,235,620



Tax Requisition - Penticton

<u>Dept #</u>		<u>2025</u>	<u>2024</u>	<u>CHANGE</u>
	<u>CITY OF PENTICTON</u>			
	<u>Participating Directors determine budget by weighted vote</u>			
0100	GENERAL GOVERNMENT	\$ 864,751	\$ 816,258	\$ 48,493
0200	INVASIVE SPECIES (formerly Noxious Weeds)	37,179	36,291	888
0400	911 EMERGENCY CALL SYSTEM - Improvements Only	440,997	445,724	(4,727)
0410	EMERGENCY PLANNING	337,415	317,435	19,980
4250	ILLEGAL DUMPING	17,691	16,377	1,314
4300	SOLID WASTE MANAGEMENT PLAN	78,057	70,965	7,092
5010	ENVIRONMENTAL CONSERVATION	224,189	223,725	464
5020	REGIONAL GROWTH STRATEGY (Subregional)	24,360	23,453	907
5550	NUISANCE CONTROL	10,814	10,514	301
5600	DESTRUCTION OF PESTS	1,606	2,066	(460)
5700	MOSQUITO CONTROL	79,412	75,681	3,731
7720	REGIONAL TRAILS	233,553	163,540	70,014
8200	REGIONAL TRANSIT	158,645	80,923	77,722
9390	REGIONAL ECONOMIC DEVELOPMENT (Okanagan Film Comm)	16,233	16,248	(14)
	Subtotal	2,524,905	2,299,200	225,705



Tax Requisition - Penticton

Dept #		<u>2025</u>	<u>2024</u>	<u>CHANGE</u>
	<u>CITY OF PENTICTON</u>			
	<u>Requisitions from Other Multi-Regional Boards</u>			
6000	STERILE INSECT RELEASE PROGRAM - Land Only	271,115	255,993	15,123
6500	OKANAGAN BASIN WATER BOARD	370,171	359,593	10,578
		641,286	615,585	25,701
	Subtotal			
	TOTAL	\$ 3,166,191	\$ 2,914,785	\$ 251,405
	Average Res Tax Rate/\$1000	\$ 0.20481	\$ 0.18854	\$ 0.01627
	Average Taxes per Res Property	\$ 143.16	\$ 131.79	\$ 11.37
9990	MUNICIPAL DEBT REPAYMENT	\$ 4,028,149	\$ 3,733,736	
6000	PARCEL TAX: STERILE INSECT RELEASE	\$ 21,631	\$ 21,207	\$ 424



Tax Requisition – Penticton

Penticton overall tax requisition \$3,187,822 an increase of \$251,829

Tax requisition increase of 8.58% after nonmarket growth (NMG) a net tax increase of 7.53%



Questions and Feedback

wmaking@rdos.bc.ca

250-490-4227



penticton.ca

Request to Appear as a Delegation

Preferred Council Meeting Date: January 28th

Second choice(s): _____

Subject matter: Real Acts of Caring Proclamation

Name of person(s) making presentation:

Grade 7 students from KVR Middle School

Address: 300 Jermyn Ave

Phone: _____

Email: _____

Please provide details of your presentation or request of Council here: (or provide a detailed attachment)

Students would like to share what Real Acts of Caring us, why it is important to them
and they would like to ask City Council to pass a proclamation making RAC week
official in Penticton.

Please note:

- Meetings may be held electronically. Participation details will be confirmed with you prior to the meeting.
- This form and submissions will become part of the public record.
- The Mayor has the authority to determine if the subject matter warrants the delegation to appear before Council and may determine at which meeting.
- Please submit this completed form at your earliest convenience. Written Requests to Appear are to be received by the Corporate Officer, no later than noon Monday, one week prior to the Council meeting. Please include a copy of all materials that will be discussed.
- If you'd like to share a PowerPoint with Council, email it to the Corporate Officer by 9:30 a.m. Wednesday prior to the Council meeting to be included with the Agenda. If presenting via zoom, please be prepared to share your screen.
- **Delegations are limited to 5 minutes.**

Corporate Office
Angie Collison, Corporate Officer
171 Main Street, Penticton, B.C., V2A 5A9

Phone: 250-490-2410
Fax: 250-490-2402
angie.collison@penticton.ca

REAL ACTS OF CARING



Territory Acknowledgement



What is RAC?

Real Acts of Caring is when you do something kind for someone else without expecting anything else in return.

RAC is a movement, working towards making our community a better place!





Spread kindness like confetti



Why is RAC important?

- RAC builds a positive community where everyone matters and is included
- RAC boosts your mental health and well-being
- Practicing RAC leads to a safer, happier and friendlier environment for all





What RAC means to us



How can you support RAC?

Here we are asking if you, the city of Penticton, can support us in our journey in making RAC a bigger part of our lives. Please make Feb 9-15, 2025, the official RAC week in Penticton. Thank you and merci for acknowledging our work in promoting RAC in our community.



You can find out more about RAC on Twitter, Facebook and Instagram or on the RAC website, realactsofcar.org

We will be hosting a live, virtual event that will be broadcast across the province this year. Please contact our teacher Mme Burdock (mburdock@sd67.bc.ca) for more information on this student-led event on February 6th at 11:00am.





Proclamation

penticton.ca

"Real Acts of Caring Week"

February 9-15, 2025

WHEREAS: Real Acts of Caring (RAC) is doing something nice for a complete stranger without expecting any reward. It is the expression of our empathy and compassion for one another; and

WHEREAS: The daily acts of caring and kindness of most of the citizens of Penticton often go unrecognized; and

WHEREAS: By recognizing these daily acts of caring and kindness during this week, all citizens of Penticton will become more aware of being kind to others throughout the year; and

WHEREAS: By recognizing these acts of caring and kindness during this week, everyone will be encouraged to participate in making Penticton a kinder, safer and better place to live; and

WHEREAS: A caring and kindness week is being observed in many cities and towns across this nation;

NOW, THEREFORE: I, Mayor Julius Bloomfield, **DO HEREBY PROCLAIM** the week of February 9-15, 2025 as "**Real Acts of Caring Week**" and I encourage everyone to participate in spreading and practicing generosity, patience, and consideration of others at all times in order to create a better, kinder, safer and more peaceful City.

Mayor Julius Bloomfield



Request to Appear as a Delegation

Preferred Council Meeting Date: Tuesday, January 28th

Second choice(s): Tuesday, January 14th

Subject matter: Community Radio Week Proclamation

Name of person(s) making presentation:

Claire Thompson, President of the Peach City Community Radio Society

Address: 121-1475 Fairview Road

Penticton, BC V2A 7W5

Phone: _____

Email: claire.thompson@cfuz.ca

Please provide details of your presentation or request of Council here: (or provide a detailed attachment)

A short presentation in support of the Community Radio Week Proclamation.
Claire will give an overview of Peach City Radio - CFUZ and the importance of the proclamation to our volunteers, supporters and listeners. Community radio provides
a unique opportunity to highlight the music, news, events and people of our area.

Please note:

- Meetings may be held electronically. Participation details will be confirmed with you prior to the meeting.
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- **Delegations are limited to 5 minutes.**

Corporate Office

Angie Collison, Corporate Officer
171 Main Street, Penticton, B.C., V2A 5A9

Phone: 250-490-2410

Fax: 250-490-2402

angie.collison@penticton.ca

Radio on a Mission: Celebrating Community Radio Week

February 2nd - 8th 2025

Peach City Radio - CFUZ at 92.9 FM

What is Community Radio?

- Definition:
 - A mission-driven, nonprofit, volunteer-powered platform.
- Key Features:
 - Empowers local voices.
 - Focuses on inclusivity, diversity, and community connection.



Why Community Radio Matters

- To Our Listeners:
 - A unique and trusted source of local content.
 - Reflects and celebrates Penticton's culture.



Why Community Radio Matters

- To Our Volunteers:
 - A chance to build skills and express creativity.
 - Strengthens community bonds.



Why Community Radio Matters

- To Our Community:
 - Promotes inclusion and civic engagement.
 - Fosters a sense of pride and connection.



Peach City Radio's Mission in Action

- Volunteer-Powered:
 - Operated entirely by community members—100% volunteer-run.
- Unique Local Programming:
 - Diverse, inclusive shows crafted by and for Penticton.
- Commitment to Growth:
 - Expanding facilities to better serve our mission.



The Importance of Community Radio Week

- Why It Matters:
 - Elevates the value of local voices in Penticton.
 - Encourages broader support and recognition.
- Spotlight: OnAirversary - February 8th
 - Theme: "Radio on a Mission."
 - Event Highlights:
 - 12 hours of live, volunteer-driven broadcasts.
 - Fundraising to fuel our mission for the year.
 - *Impact: Sustains daily operations and supports our growth.*

Our Next Chapter - Growth and Expansion

- What's Coming:
 - Doubling studio capacity (from 1 studio to 2).
 - New flex room for volunteer collaboration.
 - Dedicated space for technical equipment to enhance reliability.
- Why It Matters:
 - Expands programming potential.
 - Enhances volunteer experience.



Call to Action

- Celebrate with Us:
 - Join us for OnAirversary on February 8th!
 - Tune in to CFUZ 92.9 FM for live shows and stories.
- Support Our Mission:
 - Donate, volunteer, or spread the word.



Thank You!

Thank you for helping us amplify Penticton's voices and stories. Together, we're on a mission!





Proclamation

penticton.ca

"Penticton Community Radio Week" February 2-8, 2025

WHEREAS: community radio is integral to providing citizens with news and information about their community; and

WHEREAS: the strength of community radio is dependent on support from listeners and businesses; and

WHEREAS: community radio volunteers tirelessly work to highlight local people, issues and community groups; and

WHEREAS: Peach City Radio - CFUZ is Penticton's community radio station, broadcasting locally at 92.9fm, with a mission to engage and enrich the South Okanagan through quality radio programming that empowers, educates and entertains.

NOW, THEREFORE I, Mayor Julius Bloomfield, DO HEREBY PROCLAIM February 2-8, 2025 as Penticton Community Radio Week. I encourage all citizens to listen to community radio, and to support their role in our community and contributions to our cultural life.

A handwritten signature in black ink, appearing to read "J. Bloomfield", is written above a horizontal line.

Mayor Julius Bloomfield



Request to Appear as a Delegation

Preferred Council Meeting Date: Tuesday, January 28, 2025 @ 1:00 PM

Second choice(s): Tuesday, February 11, 2025 @ 11:00 AM

Subject matter: Organic Recycling at Net Zero Waste Eastgate Ltd.

Name of person(s) making presentation:

Mateo Ocejo; P.Eng

Address: 250 Placer Belgie FSR

Phone: _____

Email: _____

mateo@netzerowaste.com

Please provide details of your presentation or request of Council here: (or provide a detailed attachment)

We were recently awarded the OIP Grant through support of the RDOS and others

We completed clean up and renovation of a brownfield mushroom site in December 2023

Presentation on fully operational world class facility & OMRI Listed Class A Compost

Synergies that can save your community money with organic recycling and fertilization

Improve food security for the region and reduce GHG's

Please note:

- Meetings may be held electronically. Participation details will be confirmed with you prior to the meeting.
- This form and submissions will become part of the public record.
- The Mayor has the authority to determine if the subject matter warrants the delegation to appear before Council and may determine at which meeting.
- Please submit this completed form at your earliest convenience. Written Requests to Appear are to be received by the Corporate Officer, no later than noon Monday, one week prior to the Council meeting. Please include a copy of all materials that will be discussed.
- If you'd like to share a PowerPoint with Council, email it to the Corporate Officer by 9:30 a.m. Wednesday prior to the Council meeting to be included with the Agenda. If presenting via zoom, please be prepared to share your screen.
- **Delegations are limited to 5 minutes.**

Corporate Office

Angie Collison, Corporate Officer
171 Main Street, Penticton, B.C., V2A 5A9

Phone: 250-490-2410

Fax: 250-490-2402

angie.collison@penticton.ca

Presentation for City of Penticton Regular Council Meeting

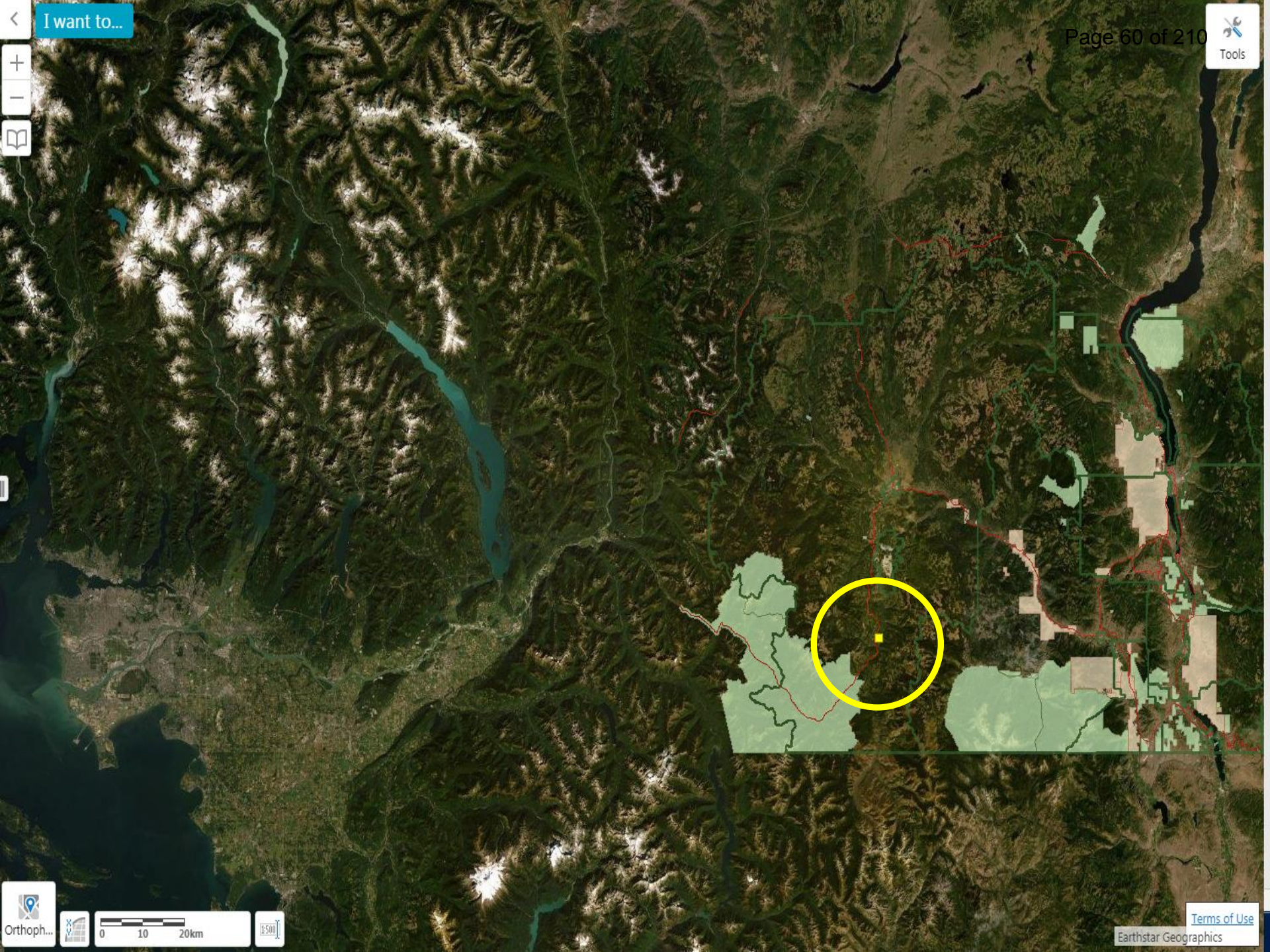
Tuesday, January 28, 2025 @ 1:00 PM
City of Penticton, Council Chambers

- Aerial Photos – location & project background
- Photos of Progress and improvements made to our recycled brownfield site
- Plans for the future: Goals
- Full Circle Class A Compost: Now OMRI listed!
- Synergies and potential shared benefits



NET ZERO WASTE
E A S T G A T E

Mateo Ocejo; P.Eng (604)868-6075



I want to...



Orthoph... 0 10 20km 1:500



2020 Cleaning up & Preparation for Construction under the OIP award with support from the RDOS the Town of Princeton, LSIB and USIB



NET ZERO WASTE
EAST GATE



Successful award of OIP Grant 2021. Successful addition of + 60,000 TPA organic processing capacity

Low Carbon Economy Fund
Organics Infrastructure Program
Regional District of Okanagan-Similkameen
Eastgate Composting Facility

\$6.1M
September 2021

Fonds pour une économie à faibles émissions de carbone
Programme d'infrastructure organique
District régional d'Okanagan-Similkameen
Installation de compostage d'Eastgate

6,1 M\$
Septembre 2021

Funded in part by:
Financé en partie par :
Canada



Permit from the Ministry of Environment



**MINISTRY OF ENVIRONMENT
AND CLIMATE CHANGE
STRATEGY**

PERMIT

110185

Under the Provisions of the Environmental Management Act

Net Zero Waste Eastgate Ltd.

**10th Floor-595 Howe Street
Vancouver, BC V6C 2T5**

Is authorized to compost organic matter and discharge air contaminants from a composting facility located approximately 10 km northeast of Eastgate, British Columbia, subject to the requirements listed below.

Contravention of any of these requirements is a violation of the *Environmental Management Act* and may lead to prosecution.

Improvements Made to Site Office / Cabin





Original Interior was in a poor state

Interior Today: New Kitchen and 3 Bedrooms for Overnight Staff with full utilities including AC

We constructed a building for small tools and indoor repairs

Original Shop Area 2020



We recycled the concrete pad and pond and added new Phase I Infrastructure for the Tipping Bunkers and Processing



Tipping bunker was replaced, and new watertight bunkers were added for the first month of processing with full leachate collection and recycling





Why is this important? Heathy Soil & Water / Support for Agriculture





OMRI Listed®

The following product may be used in certified organic production or food processing and handling in accordance with the Canadian Organic Standards.

Product		
Net Zero Waste East Gate Full Circle Class A Compost		
Company		
Net Zero Waste Eastgate Mateo Ocejo B602 250 Placer Belgie FSR Princeton British Columbia V0X 1W0 Canada		
Status	Categories	Date Listed
Allowed	COR: Compost	26-Oct-2023
Product code	Use Class	Expiration
nzw-18971	Crop Fertilizers and Soil Amendments	1-Dec-2025
Restrictions		
Not applicable.		



Executive Director/CEO

Product review is conducted according to the policies in the current *OMRI Policy Manual* and based on the standards in the applicable *OMRI Standards Manual*. This certificate may be out of date. Verify the current certificate online at OMRI.org, or contact OMRI for verification. OMRI listing is not equivalent to organic certification and is not a product endorsement, and cannot be construed as such. Final decisions on the acceptability of a product for use in a certified organic system are the responsibility of a CFTA accredited Certification Body. It is the operator's responsibility to properly use the product, including following any restrictions.



Organic Materials Review Institute
P.O. Box 11558, Eugene, OR 97440-3758, USA
541.343.7600 · info@omri.org · OMRI.org



Support from the City of Penticton is very important to our team

Can we contribute to your community? YES!

We can provide at cost processing and Premium Soils returned on the backhaul

Can we share in the downstream benefits that come from recycling organics? Extend the life of your landfill, minimize GHG's and save on waste disposal costs

We offer the potential for a spring tour of the facility as well as a compost / soil donation

Open for 4 years, with Municipal clients. Reliable service with 0 shutdowns or closures





Regular Council Meeting Minutes

January 14, 2025, 1:00 p.m.
City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Council Present: Mayor Bloomfield
Councillor Watt
Councillor Konanz
Councillor Graham
Councillor Gilbert

Council Absent: Councillor Miller

Staff Present: Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance and 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 Regular Council Meeting to Order

The meeting was called to order at 1:00 p.m.

2. Introduction of Late Items

3. Adoption of Agenda

01/2025 It was MOVED and SECONDED

THAT Council Adopt the Agenda for the Regular Council Meeting held on January 14, 2025 as presented.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

02/2025 It was MOVED and SECONDED

THAT Council Recess to a Committee of the Whole meeting.

CARRIED UNANIMOUSLY

4.1 Call Committee of the Whole to Order

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

4.2 Adoption of Agenda

It was MOVED and SECONDED

THAT the agenda for the Committee of the Whole meeting held on January 14, 2025 be adopted as presented.

CARRIED UNANIMOUSLY

4.3 Delegations

4.3.1 KISU Swim Club - Starting Block Project

Chris Hawkins, Treasurer, and Amy Kinnear, President, KISU Swim Club, provided Council with an overview of KISU Swim Club and informed Council about their starting block replacement project which will result in increased safety and accessibility for swimmers of all ages and abilities. Mr. Hawkins informed Council that the swim club is committed to fundraising for the project and requested that Council consider providing financial support.

4.3.2 Proclamation: "National Crime Stoppers Month" January 2025

Steve Berney, Crime Stoppers South Okanagan Similkameen, informed Council about Crime Stoppers' history, purpose, operations and goals and requested that Council proclaim January 2025 as "National Crime Stoppers Month".

Mayor Bloomfield read the proclamation proclaiming January 2025 as "National Crime Stoppers Month" in the City of Penticton.

4.3.3 Proclamation: "Alzheimer's Awareness Month" January 2025

Dr. Donna Benson and Barb Stewart, Medical Arts Health Research Group, presented to Council about their participatory action research and experimenting with memory cafes with the goal of creating dementia friendly communities. Ms. Stewart informed Council about their upcoming Memory Café taking place at the Penticton Lakeside Resort on January 29, 2025 and requested that Council proclaim January 2025 as "Alzheimer's Awareness Month".

Mayor Bloomfield read the proclamation proclaiming January 2025 as "Alzheimer's Awareness Month" in the City of Penticton.

4.4 Adjourn to Regular Meeting of Council

The Committee of the Whole meeting adjourned at 1:28 p.m.

5. **Reconvene the Regular Council Meeting**

Council Reconvened the Regular Council Meeting at 1:28 p.m.

6. Adoption of Minutes

6.1 Minutes of the December 17, 2024 Regular Council Meeting

03/2025 It was MOVED and SECONDED

THAT Council adopt the Regular Council Meeting minutes of December 17, 2024 as presented.

CARRIED UNANIMOUSLY

7. Consent Agenda

04/2025 It was MOVED and SECONDED

THAT Council approve the Consent Agenda:

1. December 3, 2024 Public Hearing Minutes.

CARRIED UNANIMOUSLY

8. Staff Reports

8.1 Regional District of Okanagan-Similkameen Elected Official Code of Conduct

05/2025 It was MOVED and SECONDED

THAT Council adopt the “Regional District of Okanagan-Similkameen Elected Official Code of Conduct Policy” included as Attachment A to the report dated January 14, 2025.

CARRIED UNANIMOUSLY

8.2 Terms of Reference – Public Safety Advisory Committee

Main Motion:

It was MOVED and SECONDED

THAT Council approve the 2025-2026 Terms of Reference for the Public Safety Advisory Committee.

Amendment:

06/2025 It was MOVED and SECONDED

THAT the Terms of Reference be amended by increasing the membership to ten (10) volunteer voting members.

CARRIED UNANIMOUSLY

Main Motion as Amended:

07/2025 It was MOVED and SECONDED

THAT Council approve the 2025- 2026 Terms of Reference, as amended, for the Public Safety Advisory Committee.

CARRIED UNANIMOUSLY

8.3 2025/2026 UBCM CRI FireSmart Community Funding Supports

08/2025 It was MOVED and SECONDED

THAT Council direct staff to submit an application on behalf of the Corporation of the City of Penticton for funding up to \$400k for 2025 and 2026 from the Union of British Columbia Municipalities (UBCM) under the Community Resiliency Investment (CRI) Program Fire Smart Community Funding Supports grant.

CARRIED UNANIMOUSLY

8.4 Canada Cultural Spaces Fund Application – Cleland Theatre Lighting

09/2025 It was MOVED and SECONDED

THAT Council direct the Manager of Recreation, Arts & Culture to prepare and submit an application to the Canada Cultural Spaces Fund requesting \$317,700 for the Cleland Theatre Lighting Upgrade Project;

AND THAT Council approve an allocation of up to \$200,000 from the Growing Communities Reserve for the Cleland Theatre Lighting Capital Project;

AND THAT the 2025-2029 Financial Plan be amended accordingly.

CARRIED UNANIMOUSLY

8.5 Development Variance Permit PL2024-9927 and Development Permit PL2024-9892

Re: 2749 Dartmouth Drive

10/2025 It was MOVED and SECONDED

THAT Council approve “Development Variance Permit PL2024-9927”, for Lot 13 District Lot 251 Similkameen Division Yale District Plan EPP102133, located at 2749 Dartmouth Drive, a permit to vary the following sections of Zoning Bylaw No. 2024-22:

1. Section 4.10.2 to not require screening for an electrical transformer.
2. Section 5.1.4 to not require a fully automated, underground irrigation system.

AND THAT Council approve "Development Permit PL2024-9892", for Lot 13 District Lot 251 Similkameen Division Yale District Plan EPP102133, located at 2749 Dartmouth Drive, a permit to construct a duplex with suites.

Opposed (1): Councillor Graham

CARRIED

8.6 Development Variance Permit PL2024-9928 and Development Permit PL2024-9893

Re: 2753 Dartmouth Drive

11/2025 It was MOVED and SECONDED

THAT Council approve "Development Variance Permit PL2024-9928", for Lot 14 District Lot 251 Similkameen Division Yale District Plan EPP102133, located at 2753 Dartmouth Drive, a permit to vary the following sections of Zoning Bylaw No. 2024-22:

1. Section 4.10.2 to not require screening for an electrical transformer.
2. Section 5.1.4 to not require a fully automated, underground irrigation system.

AND THAT Council approve "Development Permit PL2024-9893", for Lot 14 District Lot 251 Similkameen Division Yale District Plan EPP102133, located at 2753 Dartmouth Drive, a permit to construct a duplex with suites.

Opposed (1): Councillor Graham

CARRIED

9. Public Question Period

10. Recess the Regular Council Meeting

The Mayor recessed the meeting at 2:16 p.m.

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

The Regular Council meeting reconvened at 6:15 p.m.

12. Bylaws and Permits

12.1 Zoning Amendment Bylaw No. 2024-44

12/2025 It was MOVED and SECONDED

THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2024-44";

AND THAT Council adopt "Zoning Amendment Bylaw No. 2024-44".

CARRIED UNANIMOUSLY

13. Notice of Motion

14. Business Arising

14.1 Business Arising from Committee of the Whole Item 4.3.1 - KISU Swim Club - Starting Block Project

13/2025 It was MOVED and SECONDED

THAT Council direct staff to work with the delegation, KISU Swim Club, and report back with an update on the status of their fundraising efforts for the starting blocks.

CARRIED UNANIMOUSLY

15. Public Question Period

16. Council Round Table

17. Adjournment

The meeting adjourned at 6:28 p.m.

14/2025 It was MOVED and SECONDED

THAT Council adjourn the January 14, 2025 Regular meeting of Council.

CARRIED UNANIMOUSLY

Angie Collison, Corporate Officer

Julius Bloomfield, Mayor



Special Council Meeting Minutes

January 16, 2025, 4:00 p.m.
City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Council Present: Mayor Bloomfield
Councillor Watt
Councillor Konanz
Councillor Graham
Councillor Gilbert

Council Absent: Councillor Miller

Staff Present Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance and Administration
Blake Laven, Director of Development Services
Paula McKinnon, Deputy Corporate Officer

1. Call Special Council Meeting to Order

The Mayor called the meeting to order at 4 p.m.

2. Adoption of Agenda

15/2025 It was MOVED and SECONDED

THAT Council adopt the agenda for the Special Council Meeting held on January 16, 2025 as presented.

CARRIED UNANIMOUSLY

3. Staff Reports:

3.1 2025 By-Election – Appointment of Chief Election Officer and Deputies

16/2025 It was MOVED and SECONDED

THAT Council appoint Angie Collison as the Chief Election Officer for the 2025 Local Government By-Election;

AND THAT Council appoint Paula McKinnon as the Deputy Chief Election Officer and Hayley Anderson as the Acting Deputy Chief Election Officer for the 2025 Local Government By-Election.

CARRIED UNANIMOUSLY

4. Public Question Period

5. Adjournment

The meeting adjourned at 4:04 p.m.

17/2025It was MOVED and SECONDED

THAT Council adjourn the January 16, 2025 Special meeting of Council.

CARRIED UNANIMOUSLY

Angie Collison, Corporate Officer

Julius Bloomfield, Mayor



Public Hearing Minutes

Date: January 14, 2025, 6:00 p.m.
Location: City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Council Present: Mayor Bloomfield
Councillor Watt
Councillor Konanz
Councillor Graham
Councillor Gilbert

Council Absent: Councillor Miller

Staff Present: Anthony Haddad, City Manager
Angie Collison, Corporate Officer
Angela Campbell, Director of Finance and Administration
Blake Laven, Director of Development Services
Kelsey Johnson, Director of Community Services
Paula McKinnon, Deputy Corporate Officer

1. Mayor Calls Public Hearing to Order

The Mayor called the Public Hearing to order at 6:00 p.m. for Zoning Amendment Bylaw No. 2024-44 (1112 Syer Road).

2. Opening Statement and Introduction of Bylaw

2.1 Zoning Amendment Bylaw No. 2024-44 (1112 Syer Road)

Purpose:

To amend Zoning Bylaw No. 2024-22 as follows:

Add to Section 10.5.5.1 SITE SPECIFIC PROVISIONS: A bed and breakfast home shall be permitted on the following lots:

"g. Lot B District Lot 2710 Similkameen Division Yale District Plan EPP109914, located at 1112 Syer Road."

The applicant is proposing to operate a bed and breakfast within their single-family dwelling. This bed and breakfast will have three guest rooms in addition to the owner's room.

Notice:

Pursuant to the *Local Government Act* the Public Hearing was advertised on Friday, January 3, 2025 and Friday, January 10, 2025 in an online news source and the newspaper.

Submissions:

Eight letters have been received regarding the Zoning Amendment Bylaw.

3. Overview of Proposed Bylaw by Development Services Staff

4. Invitation to Applicant for Comment or Elaboration on the Application

5. Opportunity to Speak to Council

- Lynn Kelsey, Oakville Street, will the owner be residing in the dwelling, believes all owners of bed and breakfasts need to reside onsite?
- Mike Bryde (via Zoom), prospective Owner, spoke in support of application.
- Matthew, Syer Road, live down the street, wife and two children moved in back in September, concerned about parking, back lane is very tight, technically no parking across from roadway, it's where everyone is parking right now, according to picture can't imagine fitting three vehicles in a two car garage and two cars in driveway, if you go across the street in question it is a fire access for fire truck to turnaround, lots of parking issues, how is this going to be properly dealt with?

6. Opportunity for Council Members to Ask Questions

7. Opportunity for Applicant to Respond to Questions

Mark Lamone, representing current owner/developer, resident of Sendero Canyon, parking garage is a triple car garage, quite large, will fit three vehicles nicely, driveway as shown can easily park another two cars. 2021/2022 took five lots and made into three lots, actually removed two homes from equation to help cause on parking and traffic. Great addition for Sendero Canyon, as owner will use bed and breakfast to accommodate visiting family, will use bed and breakfast to accommodate family, great home, great use, great for community and diversity.

Mike Bryde (via Zoom), prospective owner, provided parking site plan to show three spaces in garage and two on driveway, we only plan to have one car, with three rooms available for guests we expect one car per guests staying, totals in four cars at maximum and also have one bonus spot in site plan, should be okay on parking front.

8. Termination

The public hearing for "Zoning Amendment Bylaw No. 2024-44" was terminated at 6:14 p.m. and no new information can be received on this matter.

Angie Collison, Corporate Officer

Julius Bloomfield, Mayor



Council Report

penticton.ca

Date: January 28, 2025 **File No:** 1700-05
To: Anthony Haddad, City Manager
From: Courtney Jones, Manager of Financial Planning
Subject: 2024-2028 Amended Five Year Financial Plan Bylaw No. 2025-02

Staff Recommendation

THAT Council give first, second and third reading to "2024-2028 Amended Five Year Financial Plan Bylaw No. 2025-02".

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.

Background

Section 165 of the *Community Charter* directs that a municipality must have a Five-Year Financial Plan Bylaw adopted annually. This Bylaw must be adopted prior to May 15 and before the Annual Tax Rate Bylaw. The *Community Charter* also provides that the Financial Plan Bylaw may be amended at any time to reflect changes that may occur throughout the year.

The 2024 - 2028 Financial and Corporate Business Plan was adopted by Council on December 14, 2023, and quarterly updates were received by Council on May 7, August 6, and October 1, 2024. Council approved budget amendments to the 2024 – 2028 Approved Financial Plan through the quarterly reports along with other individual reports throughout the year and form the amended bylaw presented in this report.

Financial implication

The budget amendments have been consolidated and are presented in the 2024-2028 Amended Five Year Financial Plan, in Attachment B, which includes changes as follows; \$1.0M increase in General fund operating expenses, \$16.7M increase for capital expenditures, an increase in transfers from Reserves of \$16.7M and an overall revenue increase of \$907k. The following table summarizes the net impact on the 2024 -2028 Financial Plan, including fourth quarter amendments.

Financial Plan Category	Amount
Expenditures	
Operating Expenditures – General	\$1,020,304
Capital Expenditures:	
General Capital	6,351,455
Electric Capital	(1,640,000)
Sewer Capital	6,988,175
Water Capital	4,964,551
Expenditures Total	\$17,684,485
Transfers to/from Reserves	
Affordable Housing	(\$20,300)
Asset Sustainability	(1,065,060)
Asset Emergency	(169,500)
Capital	(50,000)
Climate Action	437,926
Electric Surplus (Internal Borrowing)	(500,000)
Electric Capital	1,640,000
Equipment Replacement	(54,000)
Growing Communities	(1,239,525)
General Surplus	(420,985)
Land Acquisition	(608,300)
Off Street Parking	(50,000)
Roads DCC	(225,094)
Sewer Capital	(1,854,349)
Sewer DCC	(5,133,826)
Water Capital	(2,924,141)
Water DCC	(1,517,834)
Capital Grants & revenue	(3,022,552)
Transfers to/from Reserves Total	(\$16,777,540)
Changes in Revenue	
Additional Grant Revenue	(\$913,445)
Decreased Other contributions	\$6,500
Revenue Total	(\$906,945)

A summary of total amendments by quarter and detailed summary of each amendment is provided in Attachment A.

Attachments

Attachment A – Detailed 2024 Budget Amendments

Attachment B - 2024-2028 Amended Five Year Financial Plan Bylaw No. 2025-02

Respectfully submitted,

Courtney Jones

Courtney Jones, CPA, CGA, B.Comm
Manager of Financial Planning

Concurrence

Director of Finance and Administration AMC	City Manager AH
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Attachment A – Detailed 2024 Budget Amendments

	2024 Adopted Budget	2024 Q1 Budget Amendments	2024 Q2 Budget Amendments	2024 Q3 Budget Amendments	2024 Q4 Budget Amendments	2024 Amended Budget
Revenue						
Municipal Taxation	\$ (46,003,010)	\$ -	\$ -	\$ -	\$ -	\$ (46,003,010)
Sale of Services	(13,743,687)	-	-	-	-	(13,743,687)
Electric Utility Revenue	(48,840,029)	-	-	-	-	(48,840,029)
Sewer Utility Revenue	(9,823,397)	-	-	-	-	(9,823,397)
Water Utility Revenue	(11,059,284)	-	-	-	-	(11,059,284)
Storm Water Utility Revenue	(1,576,000)	-	-	-	-	(1,576,000)
Fiscal Services	(4,146,000)	-	-	-	-	(4,146,000)
Grants	(3,185,975)	(492,454)	-	(364,941)	(56,050)	(4,099,420)
Other Contributions	(5,317,254)	6,500	-	-	-	(5,310,754)
Development Cost Charges	(1,470,000)	-	-	-	-	(1,470,000)
Donations	(19,500)	-	-	-	-	(19,500)
Total Revenues	(145,184,136)	(485,954)	-	(364,941)	(56,050)	(146,091,081)
Operating Expenses						
General Operating	76,410,902	574,954	223,000	72,000	150,350	77,431,206
Storm Water	668,870	-	-	-	-	668,870
Electric Utility	43,460,185	-	-	-	-	43,460,185
Sewer System	6,764,024	-	-	-	-	6,764,024
Water Utility	6,926,364	-	-	-	-	6,926,364
Total Operating Expenses	134,230,345	574,954	223,000	72,000	150,350	135,250,649
Other Entities Net Taxes	-	-	-	-	-	-
Net Operating Surplus	(10,953,791)	89,000	223,000	(292,941)	94,300	(10,840,432)
Capital Expenses						
General Capital	15,271,465	383,300	1,295,000	1,868,000	2,805,155	21,622,920
Electric Capital	8,361,409	-	-	(1,640,000)	-	6,721,409
Sewer Capital	3,209,900	9,175	-	-	6,979,000	10,198,075
Water Capital	14,462,725	9,175	-	522,576	4,432,800	19,427,276
Total Capital Expenses	41,305,499	401,650	1,295,000	750,576	14,216,955	57,969,680
Debt Servicing - Principal Repayments	2,187,651	-	-	-	-	2,187,651
Capital Grant Funding	(7,980,000)	-	(500,000)	(2,315,576)	-	(10,795,576)
Transfer To (From) Surplus/Reserve	(10,197,359)	(490,650)	(1,018,000)	1,857,941	(14,311,255)	(24,159,323)
Amortization Offset	(14,362,000)	-	-	-	-	(14,362,000)
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Item	Quarter	Amount	Funding Source	Resolution
Revenue				
BC Healthy Communities Plan H Age Friendly grant	Q1	\$ (18,000)		N/A
Fleet Pooled revenue	Q1	6,500		N/A
Province of BC Local Government Housing Initiatives grant	Q1	(314,454)		N/A
Union of BC Municipalities Community Emergency Preparedness Disaster Risk grant	Q1	(115,000)		N/A
Union of BC Municipalities Next Generation 911 Funding	Q1	(45,000)		N/A
Local Government Climate Action Plan	Q3	(364,941)		N/A
EOC grant	Q4	(29,050)		N/A
UBCM 2024 ESS Community Emergency Preparedness Grant	Q4	(27,000)		N/A
Revenue Total		(906,945)		
Operating Expenditures - General				
BC Healthy Communities Plan H Age Friendly grant	Q1	\$ 18,000	Grant	Res 121/2024
Cemetery operational review	Q1	25,000	General Operating Surplus	Res 121/2024
Emergency winter shelter	Q1	25,000	General Operating Surplus	IC109/2023
Fleet Pooled transfers	Q1	(6,500)	General Operating Surplus	Res 121/2024
Indoor Soccer facility repairs	Q1	24,000	General Operating Surplus	Res 121/2024
Lakeshore Drive Pathway extention	Q1	30,000	General Operating Surplus	Res 50/2024
Province of BC Local Government Housing Initiatives grant	Q1	314,454	Grant	Res 121/2024
Recreation project savings	Q1	(15,000)	General Operating Surplus	Res 50/2024
Union of BC Municipalities Community Emergency Preparedness Disaster Risk grant	Q1	115,000	Grant	Res 121/2024
Union of BC Municipalities Next Generation 911 Funding	Q1	45,000	Grant	Res 121/2024
Affordable Housing Pilot - Pentiction and District Society for Community Living	Q2&Q4	20,300	Affordable Housing Reserve	Res 64/2024
Bylaw Service level review	Q2	25,000	General Operating Surplus	Res 214/2024
City Hall Chiller rental	Q2	133,000	General Operating Surplus	Res 179/2023
Downtown Parking Utilization and Need Study	Q2	50,000	Parking Reserve	Res 144/2024
City Yards Asbestos remediation	Q3	60,000	Asset Emergency Reserve	Res 278/2024
Fire hall fencing	Q3	12,000	General Operating Surplus	Res 278/2024
Community Walk-In Clinic Grant - SOS Health Care Society	Q4	25,000	General Operating Surplus	Res 374/2024
Emergency Operations Centre grant	Q4	29,050	Grant	Grant application Res 61/2024
Gyro Bandshell Repairs	Q4	25,000	General Operating Surplus	Res 278/2024
Library	Q4	14,000	General Operating Surplus	Q4
SOEC Repairs	Q4	25,000	General Operating Surplus	Q4
UBCM 2024 ESS Community Emergency Preparedness Grant	Q4	27,000	Grant	Grant application Res 30/2024
Operating Expenditures Total		1,020,304		
Capital Expenditures				
General				
2023 allocation of the BC Active Transportation Grant	Q1	\$ 250,000	Grant	Res 121/2024
City Hall Elevator Refurbishment project	Q1	100,000	Growing Communities Fund	Res 121/2024
Insurance deductible for Community Centre Air Handling Unit repair	Q1	25,000	Asset Emergency Reserve	Res 121/2024
Land aquisition for Ridgedale Reservoir project	Q1	8,300	Land Acquisition Reserve	IC03/2024
PTCC Carving Station & Small Wares Replacements	Q1	(24,000)	Transferred to other projects	Res 121/2024
PTCC Lutron Controller	Q1	51,340	Reduction of LED Lighting budget	Res 121/2024
PTCC Tilt Skillet Appliance Replacement	Q1	24,000	Deferral of Carving Station & Small Wares	Res 121/2024
SOEC LED Lighting Replacement	Q1	(51,340)	Transferred to other projects	Res 121/2024
2024 BC Active Transportation grant	Q2	500,000	Grant	Res 214/2024
Acquisition of 940 Creston Ave	Q2	600,000	Land Acquisition Reserve	IC40/2024
City Hall Window Gasket project	Q2	(25,000)	Transferred to other projects	Res 214/2024
Failed hot water tank at the PTCC	Q2	25,000	Asset Emergency Reserve Insurance Claim Revenue	Res 214/2024
Fiber Hub Fire Protection System Replacement	Q2	25,000	Window Gasket project under budget	Res 214/2024
Okanagan Lake Channel retaining wall	Q2&Q4	32,200	Asset Sustainability Reserve	Res 214/2024
Point Intersection	Q2	251,127	Site improvements deferred to future year	Res 214/2024
Rose Garden Irrigation & Site Improvements	Q2	(251,127)	Transferred to other projects	Res 214/2024
Seasonal Lighting Display	Q2	100,000	Growing Communities Fund	Res 207/2023
SOEC Flooring Replacement inflationary increase	Q2	44,000	Growing Communities Fund	Res 214/2024

1 Ton Pickup (Unit 133) inflationary increase	Q3	25,000	Equipment Replacement Reserve	Res 278/2024
Cemetery Upgrades	Q3	(145,000)	Transferred to other projects	Res 278/2024
Insurance expenses for the Power Street Child Care (Bugaboo) project	Q3	50,000	General Capital Reserve	Res 278/2024
Power Street Child Care (Bugaboo) project	Q3	1,793,000	Grant	Res 278/2024
Reduction of Structure Demolition budget	Q3	(12,000)	Transferred to other projects	Res 278/2024
Replacement of Dough Mixer at PTCC	Q3	12,000	Reduction of Structure Demolition budget	Res 278/2024
Robinson Pickleball Court and adjoining landscape	Q3	120,000	Deferral of Cemetery upgrades project	Res 278/2024
Way Finder Signage at Skaha Park	Q3	25,000	Deferral of Cemetery upgrades project	Res 278/2024
City Hall HVAC Chiller Repair unforeseen replacements	Q4	140,000	Air Wall project deferred to future year	Res 373/2024
Compost Site Trailer Replacement	Q4	95,000	Asset Emergency Reserve Insurance Claim Revenue	Q4
Fire Services Equipment Replacement & Training Center Upgrades	Q4	(31,000)	Transferred to other projects	Res 360/2024
Fire Services Rescue Boat	Q4	80,000	Equipment Replacement Reserve Sale of Personal Water Craft Fire projects under budget	Res 360/2024
L2L Section 1 increases at time of tender	Q4	591,313	Growing Communities Fund Roads DCC Reserve	Res 310/2024
Pavement Rehabilitation projects	Q4	(354,638)	Transferred to other projects	Res 151/2023
Point Intersection & L2L Section 2 contract award	Q4	1,221,280	Asset Sustainability Reserve Roads DCC Reserve Pavement Rehabilitation projects under budget	Res 151/2023
PTCC Air Wall Replacement	Q4	(200,000)	Project deferred to future year	Res 373/2024
Rehabilitation of Okanagan Lake Channel Retaining Wall	Q4	450,000	Asset Sustainability Reserve	Res 373/2024
Skaha Park Splash Pad supplemental funding	Q4	747,000	Growing Communities Fund Donation Revenue	Res 296/2024
Small Sander, Compressor & Fume Extractor	Q4	(33,000)	Transferred to other projects	Q4
SOEC Dressing Room Lighting	Q4	15,000	Roof Top Unit project deferred to future year	Q4
SOEC Roof Top Unit Replacement	Q4	60,000	Air Wall project deferred to future year	Res 373/2024
Tandem Dump (Unit 43) inflationary increase	Q4	33,000	Fleet purchases under budget	Q4
Westminster Center Roof Top Units	Q4	(15,000)	Transferred to other projects	Q4
Electric				
1 Ton Pickup (Unit 133) inflationary increase	Q3	\$ 60,000	Electric Capital	Res 278/2024
Utility Scale Battery construction deferred to future year	Q3	(1,700,000)	Electric Capital	Res 278/2024
City Yards Electric Bay Building	Q4	650,000	System Reliability Improvements budget	Res 373/2024
System Reliability Improvements	Q4	(650,000)	Project deferred to future year	Res 373/2024
Sewer				
Fleet Trailer & Excavator Inflationary	Q1	\$ 9,175	Sewer Capital	Res 121/2024
Aging Sanitary Sewer Infrastructure projects	Q4	(191,000)	Transferred to other projects	Res 151/2023
AWWTP Phase 2 increases at time of tender	Q4	6,979,000	Sewer Capital Sewer DCC Reserve	Res 373/2024
Point Intersection & L2L Section 2 contract award	Q4	191,000	Reallocation of Aging Sewer budget	Res 151/2023
Water				
Fleet Trailer & Excavator Inflationary	Q1	\$ 9,175	Water Capital	Res 121/2024
ICIP Green Infrastructure grant for the Ellis 4 Dam Upgrade	Q3	522,576	Grant	Res 278/2024
Aging Water Infrastructure projects	Q4	(163,380)	Transferred to other projects	Res 151/2023
Irrigation System Renewals deferred to future year	Q4	(1,276,000)	Project deferred to future year	Q4
Penticton Avenue PRV supplemental funding	Q4	5,169,800	Water Capital Water DCC Reserve Debt Financing	Res 297/2024
Point Intersection & L2L Section 2 contract award	Q4	163,380	Reallocation of Aging Water budget	Res 151/2023
Ridgedale Reservoir updated to match loan authorization bylaw	Q4	539,000	Debt Financing	Res 222/2022
Total 2024 Amendments		16,777,540		

Schedule A

City of Penticton - Schedule A

	2024 Amended Budget	2025 Projection	2026 Projection	2027 Projection	2028 Projection
Revenue					
Municipal Taxation	\$ (46,003,010)	\$ (48,690,034)	\$ (50,775,967)	\$ (52,242,567)	\$ (53,522,178)
Sale of Services	(13,743,687)	(13,810,090)	(13,908,525)	(13,999,263)	(14,102,360)
Electric Utility Revenue	(48,840,029)	(52,721,121)	(56,912,233)	(61,438,153)	(66,325,661)
Sewer Utility Revenue	(9,823,397)	(10,849,129)	(11,989,056)	(13,256,181)	(14,559,257)
Water Utility Revenue	(11,059,284)	(11,856,177)	(12,709,431)	(13,625,198)	(14,494,469)
Storm Water Utility Revenue	(1,576,000)	(2,073,000)	(2,727,000)	(3,588,000)	(4,664,400)
Fiscal Services	(4,146,000)	(4,146,000)	(4,146,000)	(4,146,000)	(4,146,000)
Grants	(4,099,420)	(2,744,823)	(2,398,174)	(2,164,374)	(2,164,374)
Other Contributions	(5,310,754)	(5,350,884)	(5,385,187)	(5,420,175)	(5,455,865)
Development Cost Charges	(1,470,000)	(1,470,000)	(1,470,000)	(1,470,000)	(1,470,000)
Donations	(19,500)	(18,500)	(18,500)	(18,500)	(18,500)
Total Revenues	146,091,081	(153,729,758)	(162,440,073)	(171,368,411)	(180,923,064)
Operating Expenses					
General Operating	77,431,206	77,188,634	79,057,613	80,033,335	81,686,665
Storm Water	668,870	721,861	774,312	778,136	987,336
Electric Utility	43,460,185	45,438,453	46,512,487	48,225,728	49,845,215
Sewer System	6,764,024	6,714,332	6,878,854	6,894,125	6,806,410
Water Utility	6,926,364	6,604,148	6,950,790	6,990,736	6,994,713
Total Operating Expenses	135,250,649	136,667,428	140,174,056	142,922,060	146,320,339
Net Operating Surplus	(10,840,432)	(17,062,330)	(22,266,017)	(28,446,351)	(34,602,725)
Capital Expenses					
General Capital	21,622,920	15,002,111	12,796,268	11,197,167	12,455,570
Electric Capital	6,721,409	8,730,012	7,139,765	7,311,666	7,875,435
Sewer Capital	10,198,075	3,645,200	11,220,500	5,728,800	6,316,303
Water Capital	19,427,276	8,451,725	2,569,400	3,418,150	5,845,425
Total Capital Expenses	57,969,680	35,829,048	33,725,933	27,655,783	32,492,733
Debt Proceeds	-	(4,000,000)	-	(1,485,000)	-
Debt Servicing - Principal Repayments	2,187,651	2,299,769	2,314,928	2,089,026	2,036,454
Capital Grant Funding	(10,795,576)	-	-	-	-
Transfer To (From) Surplus/Reserve	(24,159,323)	(2,704,487)	587,156	14,548,542	14,435,538
Amortization Offset	(14,362,000)	(14,362,000)	(14,362,000)	(14,362,000)	(14,362,000)
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Schedule B

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

Taxation	45,422,780	31.09%
Grant in Lieu	493,000	0.34%
Local Improvement Levy	87,230	0.06%
Sale of Services	13,743,687	9.41%
Electric Utility	48,840,029	33.43%
Sewer Utility	9,823,397	6.72%
Water Utility	11,059,284	7.57%
Storm Water Utility	1,576,000	1.08%
Fiscal Services	4,146,000	2.84%
Grants	4,099,420	2.81%
Other Revenues	5,310,754	3.64%
Development Cost Charges	1,470,000	1.01%
Donations	19,500	0.01%
Total Revenues	146,091,081	100.00%

Current Property Class Multiples:

Ratio	2024	2023	2022	2021	2020	2019
Residential	1.00	1.00	1.00	1.00	1.00	1.00
Utilities	12.48	10.06	10.09	7.22	7.24	7.66
Supportive Housing	1.00	1.00	1.00	1.00	1.00	1.00
Major Industry	1.48	1.86	1.88	1.72	1.65	1.79
Light Industry	1.48	1.86	1.88	1.72	1.65	1.79
Business & Other	1.92	2.22	2.14	1.91	1.75	1.82
Managed Forest	1.92	2.22	2.14	1.91	1.75	1.82
Rec/Non-Profit	1.35	1.37	1.31	1.28	1.29	1.4
Farm	5.06	5.18	4.59	3.57	3.55	3.59

Use of Permissive Tax Exemptions

In 2023, Council passed Bylaw 2023-29 to exempt certain properties from taxation in 2024. The Bylaw contains the list of properties and the estimated amount of tax revenue forgone (\$702,258). The list of properties includes religious institutions, historical societies, recreational facilities, and service organizations that form a valuable part of our community. These organizations have demonstrated to Council that their services support our residents and community.

Use of Revitalization Tax Exemptions

Revitalization tax exemption bylaws were introduced in Penticton in 2010 to provide economic incentives for specified key areas within the City, including the downtown area, industrial areas, and other strategic areas. Bylaws 2014-04, 2014-44, and 2015-52 provide for tax exemptions for specific uses within those areas. Each of the bylaws included 'sunset clauses' whereby construction is required to begin and end. While there are still some properties receiving benefits, all sunset clauses have now passed and thus no future projects are eligible to receive benefits under any of these bylaws.



Council Report

penticton.ca

Date: January 28, 2025 **File No:** 1610
To: Anthony Haddad, City Manager
From: Courtney Jones, Manager of Financial Planning
Subject: Long-term Borrowing – Security Issuing Resolution – Penticton Ave Pressure Reducing Valve

Staff Recommendation

THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of their 2025 spring borrowing session, of five million and one hundred thousand dollars (\$5,100,000) as authorized through "Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32" and that the Regional District of Okanagan-Similkameen be requested to consent to the borrowing over a twenty (20) year term and include the borrowing in a Security Issuing Bylaw.

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.

Background

As part of the 2022 – 2026 Financial Plan, which was adopted on December 14, 2021, the City identified three capital projects to be funded by external debt financing. All debt financing is regulated through the *Community Charter* under Division 3 – Expenditures, Liabilities and Investments.

In 2022, the City progressed through the borrowing process to obtain long term debt from the Municipal Finance Authority (MFA). The final step is the resolution to request the Regional District to borrow funds from MFA on the City's behalf, known as the Municipal Security Issuing Resolution (Security Issuing Procedures in Attachment B). All long-term financing under Section 179 of the *Community Charter* (loan authorization bylaws for long-term borrowing), must be done through a regional district, and the MFA. The MFA issues funds twice a year, spring and fall offerings.

On December 20, 2022, two Municipal Security Issuing Resolutions, were approved by Council, for Advanced Waste Water Treatment Plant Expansion and Upgrades Loan Authorization Bylaw No. 2022-31 and Ridgedale Reservoir Expansion and Upgrades Loan Authorization Bylaw No. 2022-33. At that time, the Municipal Security Issuing Resolution for the Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32 was not requested, as the City awaited confirmation of a grant application

made through the Union of BC Municipalities (UCBM) Canada Community-Building Fund Strategic Priorities Fund (SPF). Unfortunately, this project was not successfully selected for a grant and requires the approved loan funds.

A summary of the key events in the process are as follows:

- Council approval of debt financing through budget deliberations and adoption of the 2022-2026 Financial Plan Bylaw;
- Council moved the three readings for the above noted Loan Authorization Bylaws, at the June 21, 2022 meeting;
- Approval of the Inspector of Municipalities for all three bylaws on September 6, 2022;
- On October 18, 2022, Council adopted the Loan Authorization Bylaws;
- Certificate of Approval for all three bylaws was issued on December 5, 2022;
- On December 20, 2022 - Municipal Security Issuing Resolution issued for the Loan Authorization Bylaws for both the Advanced Waste Water Treatment Plant Expansion and Upgrades Ridgedale Reservoir Expansion;
- On October 15, 2024, Council received a report on the updated status of the PRV project and approved a budget amendment to a total budget of \$8.1M, with roughly \$2.5M funded through the Water Development Cost Charges reserve, \$5.1M of previously authorized debt funding, and the remaining \$500k through the Water Capital Reserve.

Financial implication

As provided in the Council Report Loan Authorization Bylaws No. 2022-31, 2022-32, 2022-33 on June 21, 2022, the total overall borrowing costs were \$12.9M, with \$5.1M still remaining to be borrowed for the Penticton Ave pressure reducing valve, as detailed in the table below:

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

The total estimated annual debt servicing costs (both the DCC and non DCC portions) for the maximum loan authorization amount of \$5.1M, based on a rate of 4.3% for a 20-year term is \$419k.

The December MFA long term interest rate is 4.26% for a 20-year term, which would slightly decrease the estimated annual debt servicing costs. The effective rate will be determined once the funds have been drawn from the MFA. The table below details the estimated debt borrowing, annual debt payments (based on 4.26% rate) and the debt repayment funding sources. The payments funded through user rates have already been incorporated into the user rate structure.

	Estimated Debt Borrowing	Estimated Annual Debt payments	Debt Repayment Funding Source
Penticton Ave Pressure Reducing Valve	\$5,100,000	\$397,601	Water user rates

Attachments

Attachment A – MFA Loan Authorization Bylaw Procedures

Attachment B – Security Issuing Procedures

Attachment C - Council Report 2022-102 Loan Authorization Bylaws No. 2022-31, 2022-32, 2022-33

Respectfully submitted,

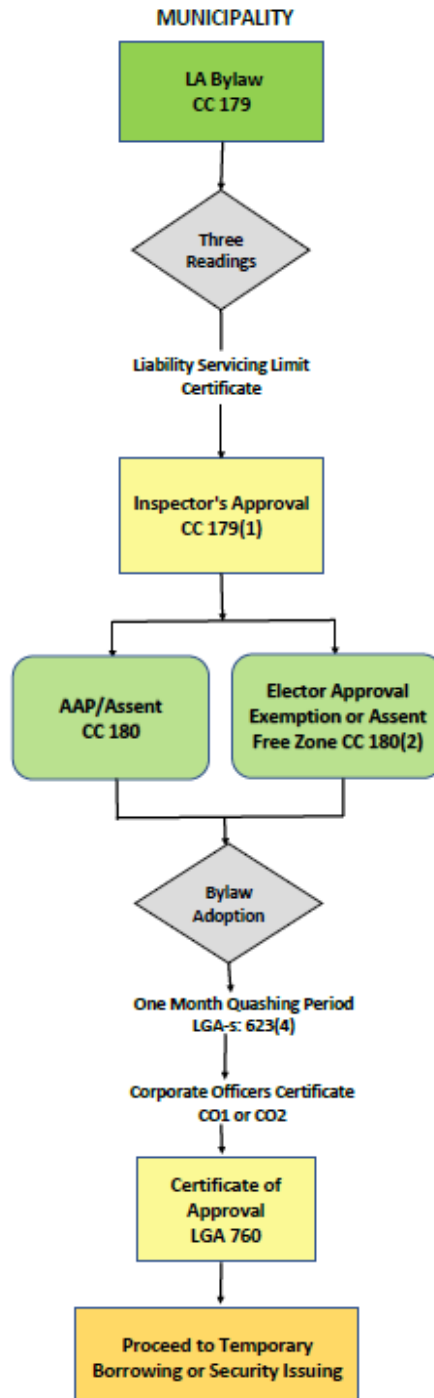
Courtney Jones

Courtney Jones
Financial Planning and Budget Specialist

Concurrence

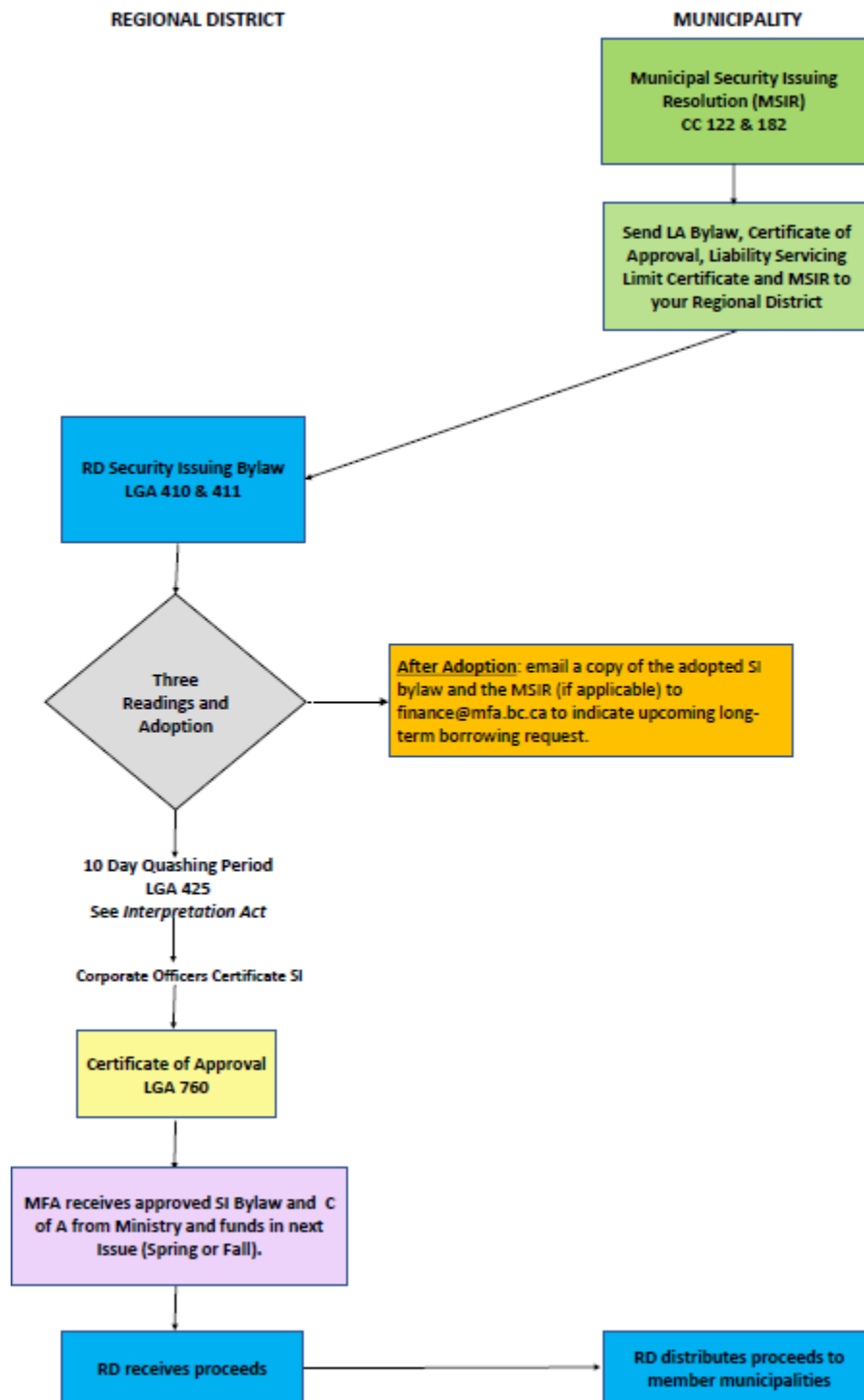
Director, Finance and Administration AMC	General Manager, Infrastructure <i>KD</i>	City Manager AH
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Loan Authorization Bylaw Procedures



Attachment B – Security Issuing Procedures

Security Issuing Procedures





Council Report

penticton.ca

Date: June 21, 2022 File No: 1610
To: Donny van Dyk, Chief Administrative Officer
From: Courtney Jones, Financial Planning and Budget Specialist
Subject: Loan Authorization Bylaws No. 2022-31, 2022-32, 2022-33

Staff Recommendation

- 1) THAT Council give first, second and third reading to "Advanced Waste Water Treatment Plant Expansion and Upgrades Loan Authorization Bylaw No. 2022-31", a bylaw to borrow up to \$3.1M for a term of 20 years;
 THAT Council give first, second and third reading to "Penticton Ave Pressure Reducing Valve (PRV) Replacement Loan Authorization Bylaw No. 2022-32", a bylaw to borrow up to \$5.1M t for a term of 20 years;
 THAT Council give first, second and third reading to "Ridgedale Reservoir Expansion and Upgrades Loan Authorization Bylaw 2022-33", a bylaw to borrow up to \$4.7M for a term of 20 years;
 THAT any cost overages higher than the project maximum amounts be funded from the Development Cost Charge reserve or fund surplus, as applicable;
 AND THAT the Financial Plan be amended accordingly.
- 2) THAT Council support the application for grant funding from the Union of BC Municipalities (UCBM) Canada Community-Building Fund Strategic Priorities Fund (SPF) grant, for the purpose of the Penticton Ave Pressure Reducing Valve (PRV) Replacement capital project;
 AND THAT the Financial Plan be amended accordingly, if grant application is successful.

Strategic priority objective

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

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

Background

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

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

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

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

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

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

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

Climate Impact

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

Analysis

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

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

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

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

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

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

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

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

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

Electoral Approval Exemption (Assent Free Zone)

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

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

Financial implication

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

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

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

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

Alternate recommendations

THAT Council provide alternate direction to staff.

Attachments

Attachment A – MFA Loan Authorization Bylaw Procedures

Attachment B – Project Details and Funding Analysis

Attachment C – MFA Current Market Rates

Attachment D – MFA Historic Debt Issue Rates

Attachment E – User Rate Comparisons

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

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

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

Respectfully submitted,

Courtney Jones

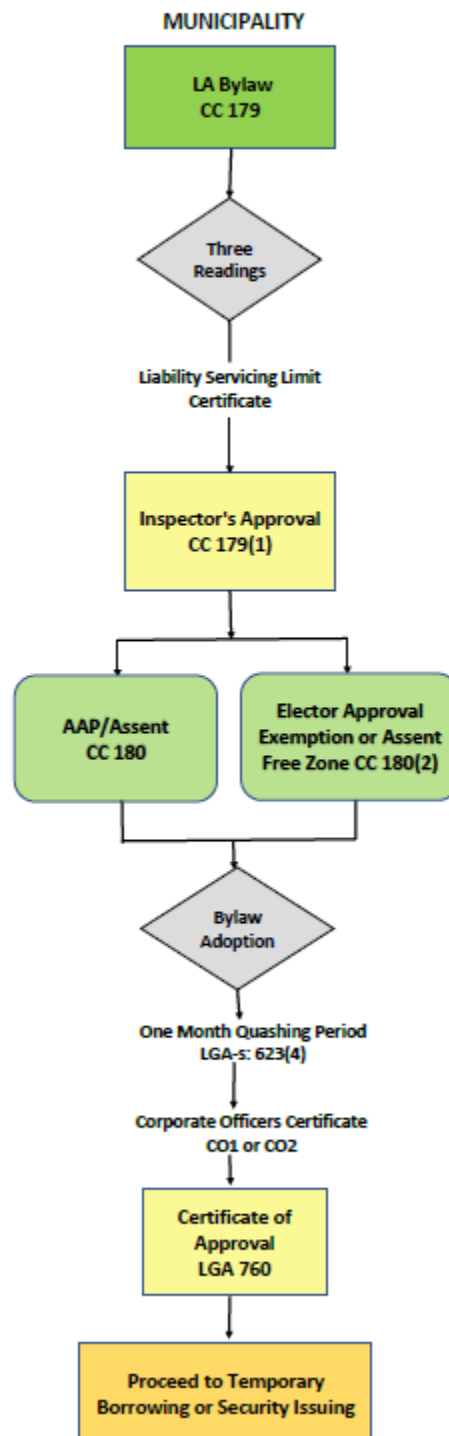
Courtney Jones
Financial Planning and Budget Specialist

Concurrence

<p>Director, Finance and Administration</p> <p><i>AMC</i></p>	<p>General Manager, Infrastructure</p> <p><i>KD</i></p>	<p>A / Chief Administrative Officer</p> <p><i>AH</i></p>
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Attachment A – MFA Loan Authorization Bylaw Procedures

Loan Authorization Bylaw Procedures



Attachment B - Project Details and Funding Analysis

Advanced Waste Water Treatment Plant (AWWTP) expansion and upgrades

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

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

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

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

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

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

Penticton Ave Pressure Reducing Valve (PRV) Replacement

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

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

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

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

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

Ridgedale Reservoir Expansion and Upgrades

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

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

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

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

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

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

Attachment C – MFA Current Market Rates – as of June 9, 2022**INDICATIVE LENDING RATES**

5 years*	3.65%
10 years**	4.03%
<i>15 years</i>	<i>4.24%</i>
<i>20 years</i>	<i>4.30%</i>
<i>25 years</i>	<i>4.30%</i>
<i>30 years</i>	<i>4.30%</i>

Attachment D – MFA Historic Debt Issue rates

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

Attachment E – User Rate Comparisons

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

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



Council Report

penticton.ca

Date: January 28, 2025
To: Anthony Haddad, City Manager
From: Scott Boyko, Public Works Manager

File No: 6240-01

Subject: Leash-Optional Pilot Program – Next Steps

Staff Recommendation

THAT Council receive into the record the report dated January 28, 2025 titled "Leash-Optional Pilot Program – Next Steps";

AND THAT the "leash-optional" areas continue at the following locations:

- Riverside Park – 187 Riverside Drive
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

AND THAT the current fenced Dog Park at Okanagan Park be expanded by approximately 30m.

Strategic Priority Objective

Livable & Accessible: The City of Penticton will proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

Vision: Penticton is a connected, resilient and healthy waterfront city focused on safety, livability and vibrancy.

Executive Summary

The City of Penticton, in collaboration with the "People for Penticton Pets" (PPP), has undertaken significant efforts to enhance dog-friendly amenities in the community, including physical upgrades to many of the City's designated off-leash parks, as well as piloting shared "leash optional" spaces throughout the community. The pilot project included a comprehensive public engagement strategy, the results of which were shared with Council on December 3, 2024, with the Accessibility Committee on January 8, 2025, and with the Parks and Recreation Committee on January 22, 2025. This report brings forward the staff recommendation as originally presented on December 3, 2024, and the subsequent recommendations and feedback received from the two Committees.

Background

On August 15, 2023 the "People for Penticton Pets" (PPP) attended the regular Council meeting as a delegation and presented to Council their ideas for: establishing additional off-leash dog parks, an area for small and senior dogs, relaxed seasonal dog regulations, enhanced conditions for existing dog parks and expanded tourism opportunities. Following the delegation, Council passed the following resolution:

309/2023

It was MOVED and SECONDED

THAT Council direct staff to report back in October with information on the status of the City dog parks and improvement options.

CARRIED UNANIMOUSLY

On Sept 7, and Sept 19, 2023 staff met with the representatives of PPP to review the existing off-leash areas, identify deficiencies, and to discuss opportunities for improvements. Working in collaboration, staff and PPP developed a list of proposed improvements for each location, as well as a "leash optional" pilot project, both of which were brought to the regular Council meeting on October 17, 2023. At the meeting, Council passed the following resolutions:

377/2023

It was MOVED and SECONDED

THAT Council receive into the record the report dated October 17, 2023 titled "Update on Dog Park Status and Recommended improvements";

AND THAT Council approve \$200,000 for the capital upgrades to the existing off-leash dog parks to be funded from the Gaming Reserve.

CARRIED UNANIMOUSLY

378/2023

It was MOVED and SECONDED

THAT Council direct staff to conduct a "leash-optional" pilot project at the following locations;

- Riverside Park – 187 Riverside Drive
- Okanagan Park- 45 Lakeshore Drive East
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

at an estimated capital cost of \$15,000, funded by the Gaming Reserve;

CARRIED

Councillors Miller and Watt, Opposed

379/2023

It was MOVED and SECONDED

THAT the 2023-2027 Financial Plan be amended to include the above noted funding; AND FURTHER THAT staff be directed in 2024 to develop a longer term strategy to evaluate the need, and identify possible locations, for additional dog facilities within the City.

CARRIED UNANIMOUSLY

On December 3, 2024, Council received a report with updates on the completed dog park improvements, as well as the results of the leash optional pilot program and the recommendations to move forward, and passed the following resolution:

359/2024 It was MOVED and SECONDED

THAT Council receive into the record the report dated December 3, 2024 titled "Update on Dog Park Upgrades and Dog "Leash-Optional" Pilot Project and Recommendations";

AND THAT Council refer the recommendation to continue with "leash-optional" areas at the following locations, to the Parks and Recreation Advisory Committee and Accessibility Committee:

- Riverside Park – 187 Riverside Drive
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

AND THAT Council refer the recommendation to expand the current fenced Dog Park at Okanagan Park, to the Parks and Recreation Advisory Committee and Accessibility Committee.

CARRIED UNANIMOUSLY

Referrals to Committees:

This topic was discussed with the Accessibility Committee at their January 8, 2025 meeting. No accessibility barriers or concerns were raised, and Committee passed the following resolution:

IT was MOVED and SECONDED

THAT the Committee receive into the record the report dated January 8, [2025](#) titled "Update on Dog Park Upgrades and Dog "Leash-Optional" Pilot Project and Recommendations".

CARRIED UNANIMOUSLY

IT was MOVED and SECONDED

THAT Committee recommend to Council that the [City](#) continue with "leash-optional" areas at the following locations:

- Riverside Park – 187 Riverside Drive
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

CARRIED UNANIMOUSLY

Unfortunately, the second portion of the referral relating to the expansion of the fenced dog park at Okanagan Park was not included in the staff recommendation, and thus Committee did not provide a resolution on this matter. However, Committee had expressed general support (during another item relating to beach accessibility) for the changes proposed to the fenced dog area, including the expanded concrete ramp to the water and the gate changes.

This topic was also discussed with the Parks and Recreation Advisory Committee on January 22, 2025. Overall, Committee was supportive of the continuation of the four pilot locations as recommended. However, Committee did express concerns about expanding the fenced dog park in Okanagan Park and was not supportive of that component of the recommendation. Committee members commented that the beach area adjacent to the fenced dog park is the only location on Okanagan Lake, within the City of Penticton, that allows beach boat access and wished to see that preserved. Committee did acknowledge however the challenges with the existing under-sized dog park, and expressed a preference to see the City consider options to relocate the fenced park in its entirety elsewhere on Okanagan Lake. Staff did note that the planning process for the esplanade area would be commencing shortly, and that it may provide an opportunity to further explore both boating beach access, and/or off-leash dog opportunities.

The Parks and Recreation Committee provided the following resolutions for Council's consideration:

It was MOVED and SECONDED

THAT Committee receive into the record the report dated January 22, 2025 titled "Update on Dog Park Upgrades and Dog "Leash-Optional" Pilot Project and Recommendations";

AND THAT Committee recommend to Council that the City continue with "leash-optional" areas at the following locations:

- Riverside Park – 187 Riverside Drive
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

AND THAT Committee recommend to Council that no changes be made to the existing fenced dog beach located at Okanagan Lake Park, and that an alternative location be explored.

CARRIED

Financial implication

The modifications to the leash optional areas as described in the report will be roughly \$5,000, which can be covered by the remaining capital funding for the dog park improvements. Should Council wish to proceed with the expansion of the fenced beach area on Okanagan Lake as originally recommended by Staff, the estimated \$7,000 can also be covered by the remaining approved capital funding.

Analysis

Both the Accessibility Committee and the Parks and Recreation Committee were supportive of the staff recommendation to continue with the leash optional areas at the four parks identified.

The Parks and Recreation Committee, however, was not supportive of expanding the fenced dog park at Okanagan Lake as they expressed concerns that the area would no longer be available for boat beach access. While Staff appreciate the concerns raised by Committee, staff note that even with the expansion, boat access will remain available. As shown below, the proposed expansion (outlined in orange) is roughly 30m, leaving roughly 40m of beach frontage still available for boat access. In addition, staff note there are also a couple of other areas along Okanagan Lake available for boat day use, although it is recognized that they are relatively small and limited.



Alternatively, Council may wish to leave the existing fenced area as-is as recommended by Committee, at least until completion of the esplanade plan is complete and further information about the potential amenities that could be accommodated in that location are better understood.

Alternate recommendations

Council may wish to proceed with some, but not all of the recommended leash optional areas. Or;

Council may not wish to continue with any of the leash optional areas. And/or;

Council may also not wish to expand the Okanagan Lake fenced dog park, as recommended by the Parks and Recreation Advisory Committee.

Attachments

Appendix A – December 3, 2024 Council Report titled “Update on Dog Park Upgrades and “Leash-Optional” Pilot Project and Recommendations

Appendix B – Pilot Project Leash Optional Areas

Appendix C – Leash Optional Pilot Program Engagement Report

Respectfully submitted,

SBoyko

Scott Boyko
Public Works Manager

Concurrence

General Manager of Infrastructure <i>KD</i>	Director of Finance and Administration AMC	City Manager AH
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Council Report

penticton.ca

Date: December 3, 2024
To: Anthony Haddad, City Manager
From: Scott Boyko, Public Works Manager

File No: 6240-01

Subject: Update on Dog Park Upgrades and Dog “Leash-Optional” Pilot Project and Recommendations

Staff Recommendation

THAT Council receive into the record the report dated December 3, 2024 titled “Update on Dog Park Upgrades and Dog “Leash-Optional” Pilot Project and Recommendations”;

AND THAT Council refer the recommendation to continue with “leash-optional” areas at the following locations, to the Parks and Recreation Committee:

- Riverside Park – 187 Riverside Drive
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

AND THAT Council refer the recommendation to expand the current fenced Dog Park at Okanagan Park, to the Parks and Recreation Committee;

Strategic Priority Objective

Livable & Accessible: The City of Penticton will proactively plan for deliberate growth; focused on an inclusive, healthy, safe and desirable place to live.

Vision: Penticton is a connected, resilient and healthy waterfront city focused on safety, livability and vibrancy.

Executive Summary

The City of Penticton, in collaboration with the "People for Penticton Pets" (PPP), has undertaken significant efforts to enhance dog-friendly amenities in the community, including physical upgrades to many of the City's designated off-leash parks, as well piloting shared “leash optional” spaces throughout the community. The pilot project included a comprehensive public engagement strategy, and this report brings forward both the findings of the engagement as well as recommendations to continue with all but one of the leash optional areas, and a revised recommendation for Okanagan Lake Park. The report also recommends minor modifications to the leash optional areas to respond to the feedback received during the pilot program.

Background

On August 15, 2023 the “People for Penticton Pets” (PPP) attended the regular Council meeting as a delegation and presented to Council their ideas for: establishing additional off-leash dog parks, an area for small and senior dogs, relaxed seasonal dog regulations, enhanced conditions for existing dog parks and expanded tourism opportunities. Following the delegation, Council passed the following resolution:

309/2023

It was MOVED and SECONDED

THAT Council direct staff to report back in October with information on the status of the City dog parks and improvement options.

CARRIED UNANIMOUSLY

In accordance with the above noted resolution, staff conducted an audit of the City’s existing off-leash areas, that can be divided into two categories as outlined in the table below.

Water Front Off-Leash Areas / Parks	General Off-Leash Areas /Parks
Okanagan Lake Park – Okanagan Lake	Dartmouth Drive Off-Leash Area
3 Mile Beach – Okanagan Lake	Ellis Creek Off-Leash Area
Lakeside Rd. Dog Beach- Skaha Lake	Water Treatment Plant Off-Leash Area

On Sept 7, and Sept 19, 2023 staff met with the representatives of PPP to review the existing off-leash areas, identify deficiencies, and to discuss opportunities for improvements. Working in collaboration, staff and PPP developed a list of proposed improvements for each location, as well as a “leash optional” pilot project, both of which were brought to the regular Council meeting on October 17, 2023. At the meeting, Council passed the following resolutions:

377/2023

It was MOVED and SECONDED

THAT Council receive into the record the report dated October 17, 2023 titled “Update on Dog Park Status and Recommended improvements”;

AND THAT Council approve \$200,000 for the capital upgrades to the existing off-leash dog parks to be funded from the Gaming Reserve.

CARRIED UNANIMOUSLY

378/2023

It was MOVED and SECONDED

THAT Council direct staff to conduct a “leash-optional” pilot project at the following locations;

- Riverside Park – 187 Riverside Drive
- Okanagan Park- 45 Lakeshore Drive East
- Skaha Lake Park – Main – 3661 Parkview Street
- Skaha Lake Park – East – 3895 Lakeside Road
- Water Treatment Plant Entrance – 1900 Penticton Ave

at an estimated capital cost of \$15,000, funded by the Gaming Reserve;

CARRIED

Councillors Miller and Watt, Opposed

379/2023

It was MOVED and SECONDED

THAT the 2023-2027 Financial Plan be amended to include the above noted funding; AND
 FURTHER THAT staff be directed in 2024 to develop a longer term strategy to evaluate the need,
 and identify possible locations, for additional dog facilities within the City.

CARRIED UNANIMOUSLY

This report brings forward updates on both programs, including recommendations relating to the off-leash pilot project.

Dog Park Improvements Update:

The status on the upgrades to the existing off-leash areas are as follows:

- | | |
|--|--|
| • Ellis Creek Off-Leash Area | Completed |
| • Dartmouth Off-Leash Area | On Hold dependent on City Yard Upgrades |
| • Water Treatment Plant Off-Leash Area | Installation of Water Fountain location under review |
| • Okanagan Lake Beach Off-Leash Area | Ramp and Fencing upgrades on hold for Pilot Project |
| • Lakeside Road - Beach Off-Leash Area | Completed |
| • Three Mile Beach Off-Leash Area | Completed |

Some small outstanding items are currently being completed with self-closing gates being installed at applicable locations and standardized signage for all locations. No further changes are recommended at this time at the Dartmouth Park given the ongoing space constraints at the City Yards, and a revised recommendation for Okanagan Lake is discussed further below. A list of the original deficiencies and opportunities for upgrades at each location can be found in Appendix A.

The estimated capital cost for the recommended upgrades to the City’s existing facilities was approximately \$210,000 and \$104,000 has been spent on the work completed to date. Roughly \$50k was originally allocated for Dartmouth Park, however, staff are not recommending investing in this location at this time given the space constraints at the City Yards and the ongoing changes being planned there. As a result, staff anticipate the remaining deficiencies will be completed below budget, with any excess funding remaining in the Gaming Reserve.

As part of the improvements, weekly inspections, frequent vegetation control, and increased litter pickup and removal were recommended, and staff had estimated that the increased cost of this enhanced service level would be approximately \$17,000, to be monitored through 2024. Staff has confirmed this estimate is accurate and has included the higher service level through the recent 2025 budget deliberations set for adoption in December.

Leash Optional Pilot Program:

The leash optional pilot project, and the associated public engagement, ran from March 1st to August 31st, 2024, with the goal of testing designated shared-use spaces for dogs and their owners. Five pilot locations were selected based on accessibility, existing usage patterns, and community input. Following the completion of the engagement program, staff compiled a report and reviewed survey results to determine the next steps. During this time, the leash-optional locations remain in place while City staff reviewed all available data.

Public engagement was a central component of the pilot, with a detailed survey conducted during the program. Over 1,200 respondents participated, providing insights into user experiences, concerns, and suggestions for improvements and revealed diverse feedback based on user experiences. A full copy of the engagement report can be found in Appendix C. Feedback was collected from all users of the shared spaces, and the results can be filtered accordingly:

- Dog Walkers (Off-Leash): 47.9% of respondents attended the trial spaces as dog walkers with their dogs off-leash.
- Dog Walkers (On-Leash): 21% of respondents attended as dog walkers with their dogs on-leash.
- Park Users Without Dogs: 31% of respondents attended the spaces as park users without dogs.

Summary of feedback by Group

- Dog Walkers (Off-Leash)
 - This group appreciated the opportunity to use leash-optional areas and generally reported feeling safe in the spaces.
 - They highlighted issues such as insufficient signage to define boundaries, the need for more waste bins and dog bag dispensers, and concerns about rule enforcement to ensure all users comply.
 - Some participants requested fencing to create a safer environment and prevent dogs from wandering into restricted areas or onto roads.
 - While many supported making the leash-optional zones permanent, they also emphasized the importance of ongoing maintenance and Animal Control monitoring.
- Dog Walkers (On-Leash)
 - On-leash dog walkers raised concerns about safety, particularly in interactions with off-leash dogs that lacked adequate recall.
 - Many noted that they felt less safe when off-leash dogs approached their leashed pets or children accompanying them.
 - This group emphasized the need for better enforcement of leash-optional rules and suggested fencing to separate leashed and off-leash areas to reduce conflicts.

- Requests for clearer signage, defined boundaries, and seasonal restrictions (non-peak times such as summer) were also prominent.
- Park Users Without Dogs
 - Park users without dogs expressed mixed feelings about leash-optional zones.
 - Many appreciated the shared use of the spaces but raised concerns about personal safety when encountering off-leash dogs, particularly those with poor recall.
 - Wildlife safety was a recurring concern for this group, as some noted instances of dogs chasing wildlife in shared spaces.
 - They also called for better signage, strict rule enforcement, and seasonal restrictions to minimize disruptions during peak park usage times.

Key Insights Across Groups

- Overall, 65% of all respondents supported the concept of off-leash optional areas
- Common Suggestions: Improved signage, waste management facilities, and stricter enforcement of leash-optional rules were universally emphasized.
- Fencing and Safety: Across all groups, there were frequent requests for fencing to separate leash-optional areas from other park uses. Safety for children, seniors, and wildlife emerged as a shared priority.
- Maintenance and Monitoring: Participants consistently called for ongoing maintenance and increased Animal Control monitoring to address non-compliance and ensure safe interactions between different users.

These insights highlight the diverse needs and perspectives of park users, reflecting both enthusiasm for leash-optional spaces and the challenges of balancing shared use among different groups. In addition to reviewing detailed public engagement results, staff consulted with other City departments, including Parks, Events, Bylaw, and Animal Control, to gather their insights on the pilot project. This internal feedback is summarized below:

- Concerns about turf health in high-traffic areas, particularly at Okanagan Lake Park
- Increased levels of dog waste at all locations, with Okanagan Lake Park and its surrounding garden beds seeing the highest levels
- The need for enhanced signage to help clarify designated areas and user responsibilities
- Of the 400 proactive patrols by Animal Control completed in the five off-leash pilot project parks, they received two complaints (both for the same incident). These complaints involved two non-aggressive dogs not respecting the designated areas in Okanagan Lake Park.
- Animal Control did receive calls from residents who were for and against the decision to allow dogs to run in these parks and advised them to submit their opinion on the online survey.
- General internal feedback was that the five pilot areas were well respected, indicating responsible pet ownership among users.
- No substantial change in calls for service related to dogs, off-leash complaints etc. from before and during the pilot program

Staff also received additional comments through email and observed some commentary on various social media channels. We were also made aware of an independent online survey conducted by a group of citizens. These results, while viewed and considered, have not been included in the City's engagement report results as

generally any situations warranting action are reported to the City and it is difficult to know if the information would be duplicate to what is submitted through the City's formal engagement opportunities.

Based on both the public engagement and internal feedback, staff have prepared site-specific recommendations for each of the locations as follows:

1. Okanagan Lake Park – 45 Lakeshore Drive East

This site was selected as it is currently used informally as an off-leash area and is adjacent to an off-leash beach. It is also a high-tourist zone.

Survey Response

The public engagement for this location had the highest participation with 625 respondents

- Dog Walkers (Off-Leash): ~307 (49.1% of 625)
- Dog Walkers (On-Leash): ~115 (18.4% of 625)
- Park Users Without Dogs: ~203 (32.5% of 625)

While many felt safe and appreciated the pilot, concerns were raised about signage, waste management, and beach rules. Suggestions included more waste bins, fencing, and better signage to indicate off-leash boundaries. During the pilot program, there were two incidents, both related to one event involving non-aggressive dogs that Animal Control responded to. Some concerns about the connection to the fenced dog park and beach via a pathway were expressed. Concerns about long-term turf health were also noted. Additional signage was added at this location at the mid-pilot engagement point based on feedback.

Recommendation

Staff note that this area is heavily utilized by park users and hosts numerous events throughout the year, resulting in significant strain on the turf. The increase in dog activity and year-round traffic would likely exacerbate the stress on this grass area, particularly during the winter months, making it challenging to restore the turf to its previous health levels given the high tourist influx and frequent large events.

Based on the risk to this highly utilized turf area, staff do not recommend continuing to use this space as an off-leash area. Instead, staff propose extending the existing fenced dog park, which currently spans 40 meters along the lakefront, to a length of 75 meters. Feedback from users of the fenced dog park report that the area is too small and not maintained adequately and this expansion would provide a larger area for dogs to play and would enable City staff to access the area with the beach cleaner, maintaining a higher standard of upkeep. The estimated cost for this extension is \$7,000, which can be covered by the remaining capital budget for Dog Park Improvements. This work would be done in conjunction with the previously identified work including accessibility improvements and gates.

2. Skaha Park Main - 3661 Parkview Street

This location is a low-use section of the main part of Skaha park and one of the few potential off-leash areas on the city's south side in closer proximity to residential and tourist areas.

Survey Response:

Public engagement for this location had 284 respondents.

- Dog Walkers (Off-Leash): ~132 (46.5% of 284)
- Dog Walkers (On-Leash): ~67 (23.6% of 284)
- Park Users Without Dogs: ~85 (29.9% of 284)

While the pilot was appreciated, safety concerns, rule enforcement, and the need for clear signage were frequently mentioned. Several participants suggested seasonal (non-summer) leash-optional usage and fencing. Additional signage was enhanced at this location at the mid-pilot engagement point based on feedback.

Recommendation

Staff recommend this location continue to be a leash optional space. Its central position within Skaha Park and lower overall use make it ideal for a shared space. Enhanced signage around the perimeter area will clearly define boundaries, while the natural elevation buffer between the park and road adds safety. Turf management is expected to be manageable due to lower user numbers and fewer events. Parks staff can also adjust the boundaries as needed to address potential wear.

3. Riverside Park – 187 Riverside Drive

This is a low-use park area with a busier parking lot and channel access during summer months. It features well-defined access points and a grassy area, and it has defined natural and hardscape boundaries and lower usage compared to the other Okanagan Lake pilot area.

Survey Response

The public engagement for this area saw 135 respondents

- Dog Walkers (Off-Leash): ~72 (53.3% of 135)
- Dog Walkers (On-Leash): ~28 (20.7% of 135)
- Park Users Without Dogs: ~35 (25.9% of 135)

Responses highlighted the need for more signage and waste collection bins, alongside concerns about interactions between dogs and leashed walkers. Some requested fencing and seasonal restrictions to manage safety and boundaries.

Recommendation

Staff recommend this location continue to be a leash optional space. It has fewer users compared to the Okanagan Lake area and offers a large grassy space for dogs on the north end of town and within close proximity to both residential and tourist areas. Defined pathways and hardscape boundaries, along with enhanced signage around the perimeter, will help clarify usage for park visitors. Given moderate use during the pilot, turf maintenance is expected to be sustainable long-term, and this area provides a grassy alternative given that the other pilot area in Okanagan Lake Park is not recommended to continue.

4. Skaha Park East – 3895 Lakeside Road

This low-use park section is the second of the off-leash spaces on the south side of the city in closer proximity to residential and tourist areas. It has defined natural and hardscape boundaries and lower usage compared to the other Skaha Lake pilot area.

Survey Response

Public engagement in this area had 139 respondents

- Dog Walkers (Off-Leash): ~54 (38.8% of 139)
- Dog Walkers (On-Leash): ~41 (29.5% of 139)
- Park Users Without Dogs: ~44 (31.7% of 139)

Some responses had concerns regarding boundary definition, and enforcement. Suggestions included adding fencing, clear signage, and enhanced monitoring by Animal Control officers. Additional signage was enhanced at this location at the mid-pilot engagement point based on feedback.

Recommendation

Staff recommend this location continue to be a leash optional space. To improve safety given there is no natural boundary between the roadway and the park area, staff propose adding a small fence along the east side, costing approximately \$4,000. This expense can also be covered by the remaining Dog Park Improvements budget.

5. 900 Penticton Ave – Entrance to the Water Treatment Plant

This area has a low-volume road that is closed to traffic daily from 6:00 PM to 6:00 AM, providing access to the Water Treatment Plant Off-Leash area. This was the largest area in terms of size for all the areas piloted and is in close proximity to residential areas.

Survey Response

The public engagement had the least participation with 54 respondents.

- Dog Walkers (Off-Leash): ~28 (51.9% of 54)
- Dog Walkers (On-Leash): ~19 (16.7% of 54)
- Park Users Without Dogs: ~17 (31.4% of 54)

While many supported the initiative, there were repeated calls for fencing, road safety measures, and designated birding areas to minimize ecological impact.

Recommendation

Staff recommend this location continue to be a leash optional space. It sees fewer users than other pilot areas and connects well to an existing fenced dog park. The pathway is at the upper end of a designated trail area currently frequented by on-leash dogs, and maintenance impacts are expected to be minimal. This area offers the largest area among the 5 piloted areas.

The recommendation to continue the leash-optional areas is based on overall public support, and the value these spaces provide to dog owners in a city with limited options for dedicated single-use facilities. These areas are not high-traffic or prime park locations, making them easier to avoid for those uncomfortable mixing with dogs. To address concerns raised by non-dog park users, particularly around safety and interactions with off-leash dogs, staff recommend enhanced signage to clearly define boundaries and rules, with clear information on how to contact Animal Control for support if required. Staff will continue to work closely with Animal Control to maintain a visible presence, ensuring users adhere to rules and remain in control of their dogs. However, Animal Control staff noted that with the compliance that was observed through their proactive patrols, more monitoring was not required at this time.

Should Council support the recommendation to continue as outlined above, staff will continue to monitor the

areas and make adjustments or bring forward improvements as needed to balance the needs of all park users.

Long Term Dog Park Strategy Update:

Staff continue to explore future opportunities for designated fully fenced traditional off leash dog park areas. However, creation of new single use amenities in the community, such as the traditional fenced dog parks, are difficult to come by due to the size of land required. They can also be difficult to locate in existing infill residential neighborhoods where they are most desired. With the recommendations to continue the 'leash optional' areas, the City would be adding just over 38,000m² of dog friendly space that would support higher utilization of existing park spaces and could eliminate the need for costly, single-use facilities. A further 600m² of fenced in dog park would be added with the recommendation of the expansion of the Okanagan Dog Park.

The comparisons for British Columbia communities with a similar population to Penticton indicates that Penticton is at the higher end in terms of the number of dog off-leash areas it provides. However, the size of these parks in Penticton is relatively small, with the current average size being approximately 1,460 m², compared to other similar communities that more closely align with the recommended size of 4000m² (1acre) - 20,000m² (5 acres). However, Penticton is unique in that we offer beach access, while many comparable municipalities do not. Some of Penticton's dedicated facilities are also quite far geographically (such as the Three Mile Beach of Lakeside Road parks), making them less desirable for casual and frequent usage. Offering more leash optional spaces spread throughout the community will both reduce crowding in Penticton's smaller existing dedicated parks and may reduce the desire for new single-use facilities.

Of note, the PPP also identified the area of the Esplanade as a potential dog park site in the future, and this will be considered as part of the 2025 Esplanade Plan planning process.

Financial implication

Staff have included an additional \$17,000 for the operating service level improvements in fenced dog parks through the recent 2025 budget deliberations set for adoption in December.

The modifications to the leash optional areas as described in the report will be roughly \$5,000, which can be covered by the remaining capital funding for the dog park improvements. Similarly, the expansion of the fenced beach area on Okanagan Lake is estimated to be a further \$7,000 and can also be covered by the remaining approved capital funding.

Analysis

The upgrades completed at the City's existing off-leash parks have addressed numerous deficiencies, ensuring safer, cleaner, and more functional spaces for pets and their owners. The Leash Optional Pilot Program has successfully tested shared-use spaces, and staff recommend this shared use continue at all the pilot locations aside from Okanagan Park, where modifications are recommended to increase the fenced beach area instead.

These recommendations reflect a thoughtful and strategic approach to enhancing dog-friendly amenities in Penticton, without the need for a large, costly, single-use facility. Should Council support the recommended approach, staff will continue to monitor the ongoing impacts, including turf management and conflict

mitigation, and recommend or make changes as required.

Should Council not wish to continue with the leash optional areas as recommended, or with the expansion to the fenced Okanagan Lake dog park, alternative recommendations are provided below.

Alternate recommendations

Council may wish to proceed with some, but not all of the recommended leash optional areas. Or;

Council may not wish to continue with any of the leash optional areas. And/or;

Council may also not wish to expand the Okanagan Lake fenced dog park as outlined in the report.

Attachments

Appendix A – Dog Park Improvements

Appendix B – Pilot Project Leash Optional Areas

Appendix C – Leash Optional Pilot Program Engagement Report

Respectfully submitted,

SBoyko

Scott Boyko
Public Works Manager

Concurrence

General Manager of Infrastructure <i>KD</i>	Director of Public Safety and Partnerships JC	Director of Finance and Administration AMC	City Manager AH
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Appendix A – Ellis Creek Off-Leash Park – 100 Industrial Place -1075m²



Deficiencies Identified:	
<ul style="list-style-type: none"> • Poor surface – dusty & dirty • Lack of shade • Access concerns for mobility challenged • Gates are not self-closing 	<ul style="list-style-type: none"> • Inadequate maintenance levels • No small dog area • No lighting • Inadequate signage

Recommendations for Improvement:



Opportunities Identified:	
<ul style="list-style-type: none"> • Surface Upgrade – Engineered Wood Fiber • Install dog activity area • Shade structure • Install accessible walkway 	<ul style="list-style-type: none"> • Increase maintenance service levels • Improved Signage • Self-closing gates • Provide overhead lighting

Appendix A – Dartmouth Off-Leash Park – 2088 Dartmouth Road -2800m²



Legend			
	Dog Park Boundary		In-Ground Garbage Can
	Parking Lot (~560 m ²)		Potable Water Spout
	1.2m Chain-Link Fence (270 lm)		G1 Gate 1 - (enclosed w/ chain-link fence)
			Picnic Tables
			Petstand
			G2 Gate 2 - (enclosed w/ chain-link fence)
			G3 Gate 3 - maintenance gate



Deficiencies Identified:	
<ul style="list-style-type: none"> Poor surface – dusty & dirty Lack of shade Access concerns for mobility challenged Gates are not self-closing Inadequate signage 	<ul style="list-style-type: none"> Inadequate maintenance levels No direct access to small dog area No water supply to small dog area No litter disposal in small dog area Not zoned park – will eventually be removed for industrial / commercial use

Recommendations for Improvement:



Opportunities Identified:	
<ul style="list-style-type: none"> Surface Upgrade – Pea Gravel or Engineered Wood Fiber Small dog & reactive dog (in training) areas New direct access gates to small and reactive dog areas Shade structure – large dog area Water supply to small / reactive dog areas 	<ul style="list-style-type: none"> Regrade parking area Install accessible walkway to existing sidewalk Install accessible area within each of the areas Install additional litter containers Increase maintenance service levels Improved Signage Self-closing gates

Appendix A – Water Treatment Plant Off-Leash Area – 1900 Penticton Ave -1500m²



Legend	Dog Park Boundary • Total Area ~1496 m2 • Surface Material: Sand	Path to Dog Park	Picnic Table
	Parking Lot (~255 m2)	In-Ground Garbage Can	Bench
	2.1m Chain-Link Fence (73 lm)	G1 Gate 1 - (enclosed w/ chain-link fence)	G2 Gate 2 – maintenance gate
	1.2m Chain-Link Fence (100 lm)		



Deficiencies Identified:	
<ul style="list-style-type: none"> • Poor surface – dusty & dirty • Lack of shade • Access concerns for mobility challenged • Gates are not self-closing • Inadequate signage 	<ul style="list-style-type: none"> • Inadequate maintenance levels • No potable water supply • No small dog area • No lighting

Recommendations for Improvement:



Opportunities Identified:	
<ul style="list-style-type: none"> • Install accessible walkway • Install potable water • Provide overhead lighting 	<ul style="list-style-type: none"> • Increase maintenance service levels • Improved Signage • Self-closing gates

Appendix A – Okanagan Lake Beach Off-Leash Area – 45 Lakeshore Drive East -465m²



Legend

- Dog Park Boundary
 - Total Area: ~650 m²
 - Surface Material: Sand
- 1.2m Chain-Link Fence (71 lm)
- Petstand
- Bike Rack
- Picnic Table
- G1 Gate 1 - (chain-link fence)
- G2 Gate 2 - (chain-link fence)



Deficiencies Identified:	
<ul style="list-style-type: none"> Access concerns for mobility challenged Gates are not self-closing Inadequate size 	<ul style="list-style-type: none"> Inadequate maintenance levels Inadequate signage

Recommendations for Improvement:



Opportunities Identified:	
<ul style="list-style-type: none"> Install accessible walkway Improved Signage 	<ul style="list-style-type: none"> Increase maintenance service levels Self-closing gates

Appendix A – Skaha Lake Beach Off-Leash Area – 4851 Lakeside Road -2000m²



Legend	Dog Park Boundary	Petstand
	Total Area: ~2026 m ²	In-Ground Garbage Can
	Surface Material: Sand & Grass	Dog Water Spout
	Parking Lot (~320 m ²)	Gate 1 - enclosed w/ chain-link fence)
	1.2m Wood Stake & Mesh Fence (141 lm)	Gate 2 - maintenance gate
Picnic Table		



Deficiencies Identified:	
<ul style="list-style-type: none"> • Poor surface – dusty & dirty • Access concerns for mobility challenged • Gates are not self-closing • Inadequate signage 	<ul style="list-style-type: none"> • Inadequate maintenance levels • Inadequate litter disposal • Inadequate parking – parking safety concerns

Recommendations for Improvement:



Opportunities Identified:	
<ul style="list-style-type: none"> • Install stairway or ramp • Improved Signage • Ground cover vegetation removal • Ground leveling & seeding • Increase onsite litter receptacles 	<ul style="list-style-type: none"> • Increase maintenance service levels • Self-closing gates • Improve sight lines to parking area • Improve road signage for safety improvement

Appendix A – 3 Mile Beach Off-Leash Area – 802 Three Mile Road -910m²



Legend

- Dog Park Boundary
 - Total Area: ~1700 m²
 - Surface Material: Sand
- Parking Lot (~760 m²)
- In-Ground Garbage Can
- Petstand



Deficiencies Identified:	
<ul style="list-style-type: none"> Access concerns for mobility challenged Inadequate parking 	<ul style="list-style-type: none"> Inadequate maintenance levels Inadequate signage

Recommendations for Improvement:



Opportunities Identified:	
<ul style="list-style-type: none"> Install stairway or ramp Improved Signage Vegetation removal where possible 	<ul style="list-style-type: none"> Increase onsite litter receptacles Increase maintenance service levels

Appendix B – Proposed Leash Optional Areas

Riverside Park – 187 Riverside Drive (4,700m²)



Okanagan Park – 45 Lakeshore Drive East (15,500m²)



Appendix B – Proposed Leash Optional Areas

Skaha Lake Park Main – 3661 Parkview Street (8600m²)



Skaha Lake Park East – 3895 Lakeside Road (4900m²)



Appendix B – Proposed Leash Optional Areas

Water Plant Off-Leash Area Entrance – 1900 Pentiction Ave (20,000m²)





Leash-Optional Pilot Program Engagement Report

October 18, 2024

1.0 Overview

2.0 Community Participation and General Feedback Themes

3.0 Feedback Form Results

4.0 Conclusions

Appendix A – Engagement Timeline

1.0 Overview

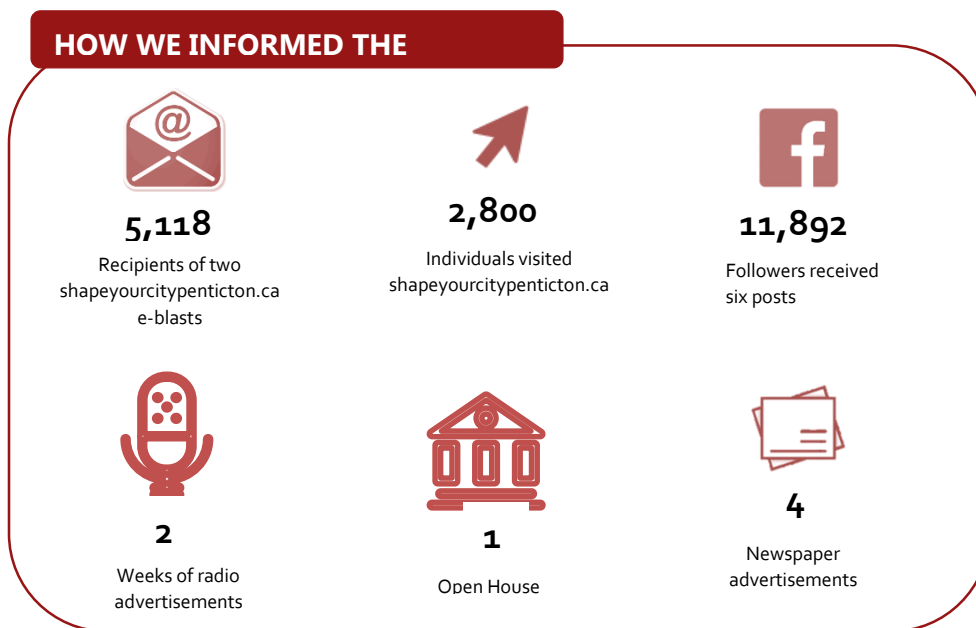
Recognizing the City’s limited park space, Penticton piloted a leash-optional program in specific parks and green spaces across the city for a six-month trial period. Dog walkers and park users were encouraged to share their experiences when visiting a designated area to help determine whether the leash-optional location should be considered a permanent leash-optional space.

Five spaces were selected for the pilot project and this report has been designed to provide the feedback from each location.

The form invited feedback from all park users, whether they had no dog, a dog on leash or a dog off-leash.

2.0 Community Participation and General Feedback Themes

The engagement program was conducted over 6 weeks between March 1 and August 31, 2024. The following diagram summarizes the activities conducted to notify interested participants about the engagement program. A detailed timeline of engagement activities is provided in Appendix A.



3.0 Feedback Form Results

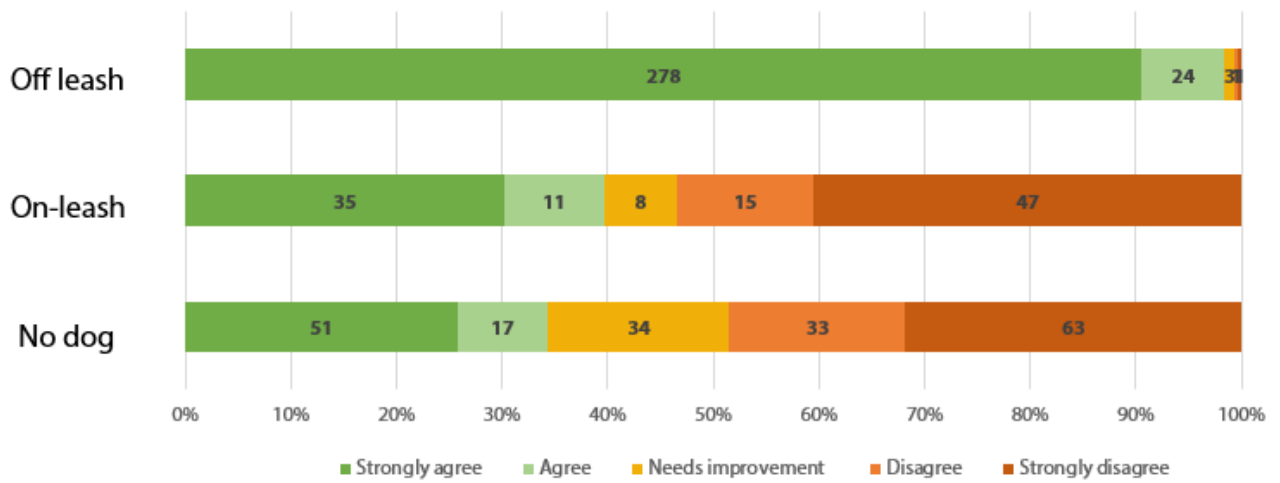
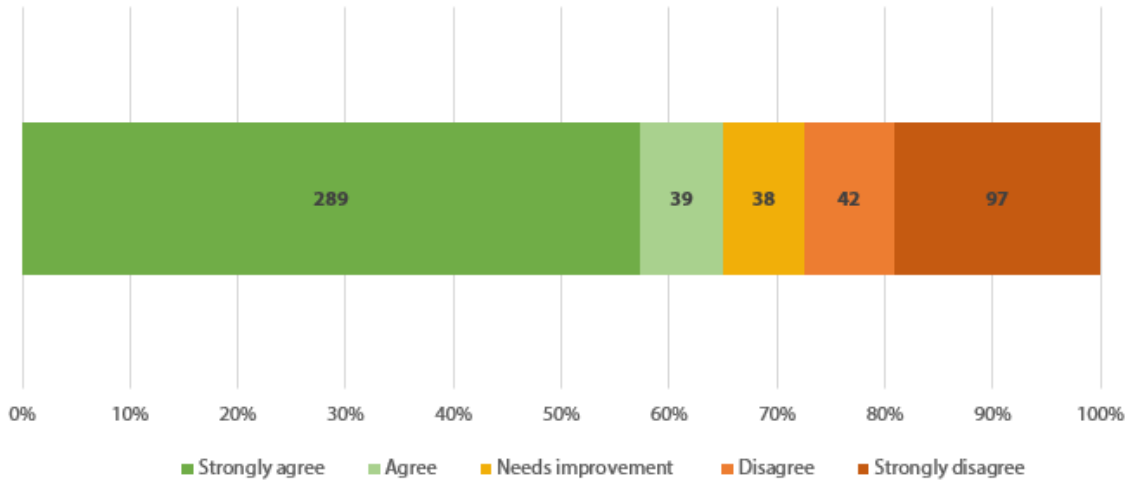
One of the primary ways the City gathers formal feedback is with feedback forms. The focus of the feedback form was to determine whether park users of all kinds could respectfully share the spaces and their multi purpose uses. Residents were invited to share their experiences whether they were participating as a dog walker on-leash, a dog walker off-leash or a park user with no dog, during their visits to any or all of the trial locations and complete a feedback form before August 31, 2024. In total, **1,237 feedback forms** were received.

Please note that the key findings from the feedback forms are presented in this report. Complete results including full verbatim comments, are available at shapeyourcitypentiction.ca.

Okanagan Lake Park

Respondents: 625

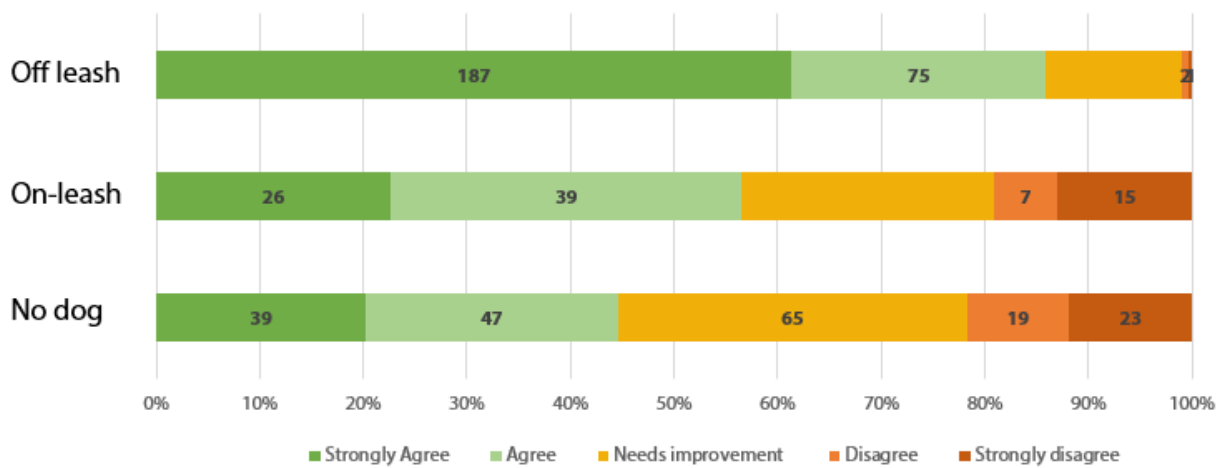
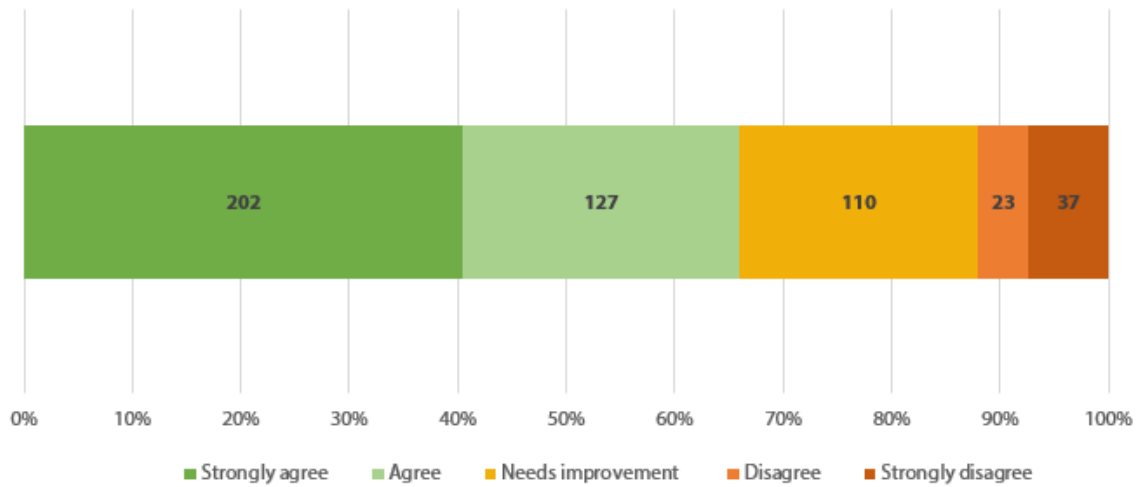
1. I felt safe travelling through the leash-optional area



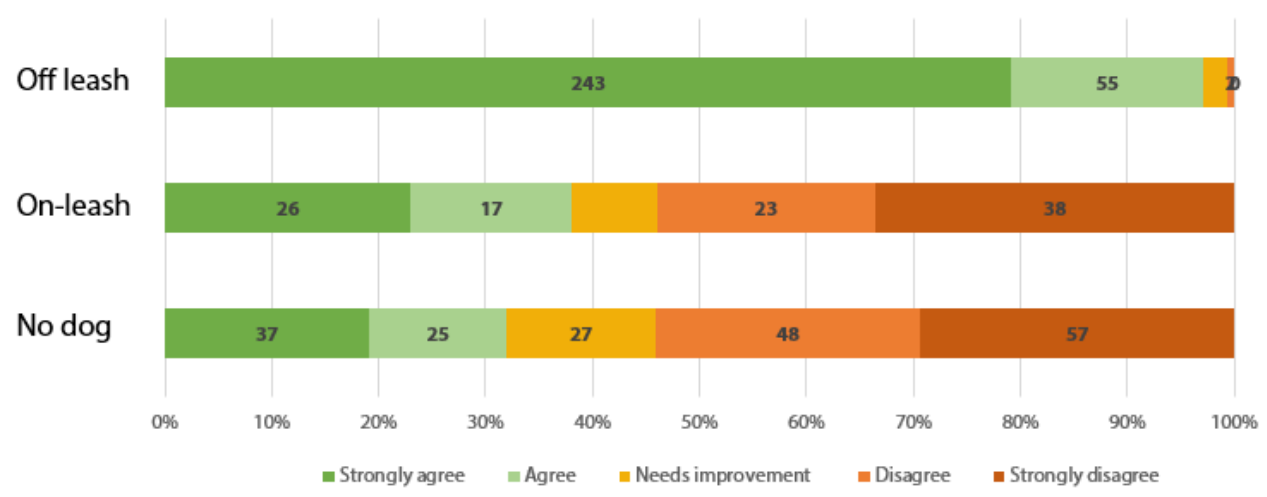
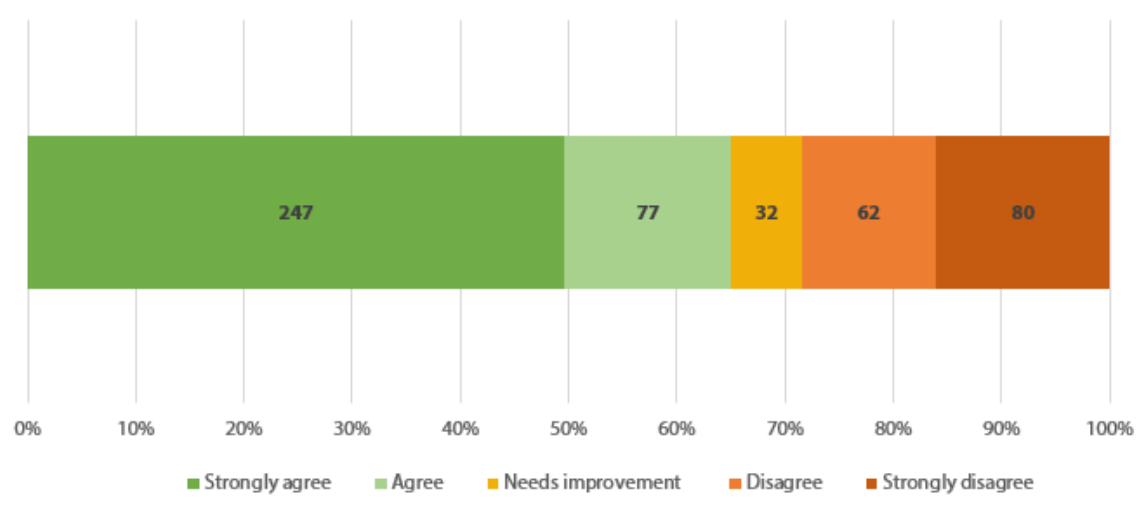
2. The rules for leash-optional use were clear and easy to understand



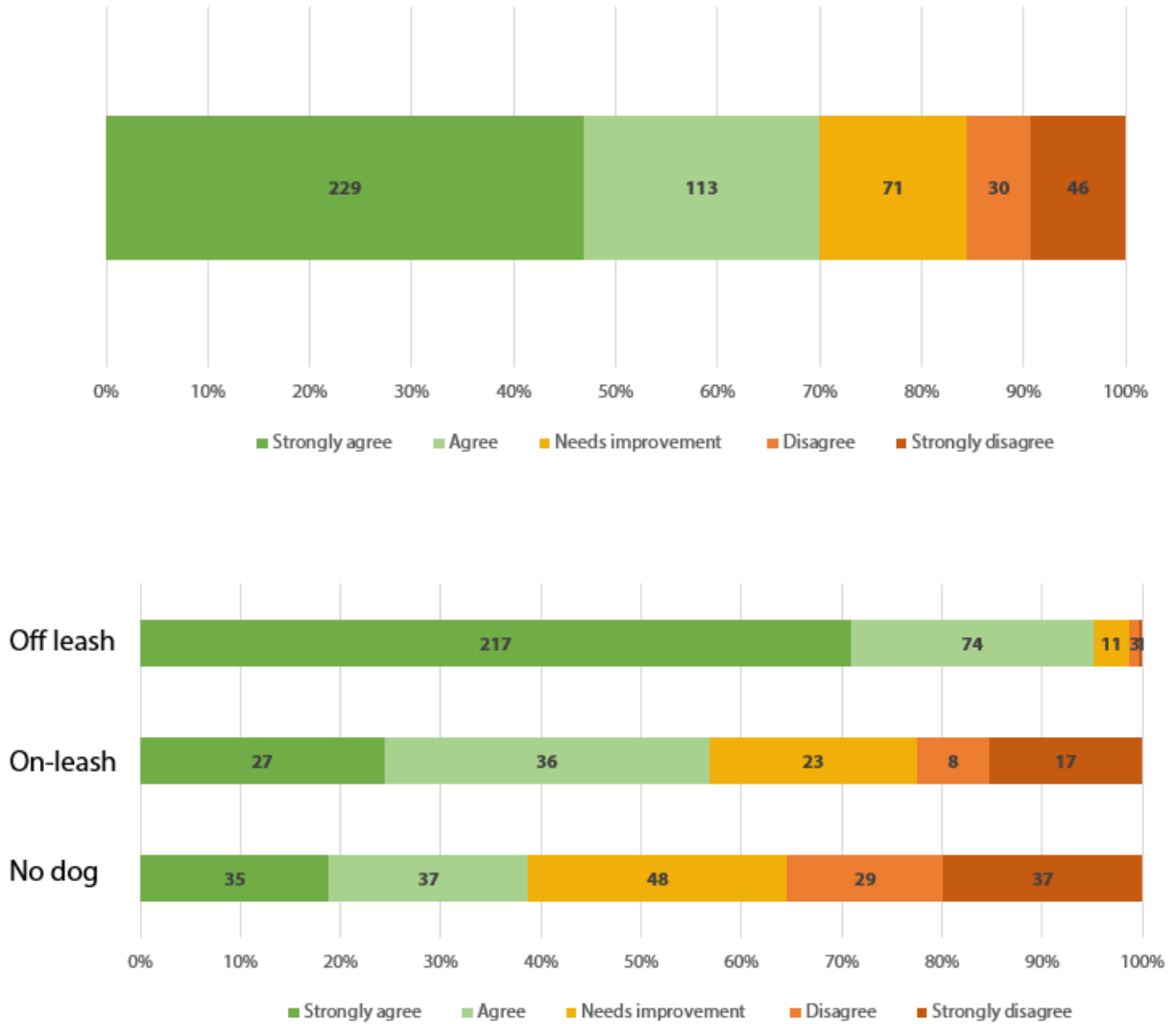
3. Signage indicating the leash-optional area was easily identifiable and well marked



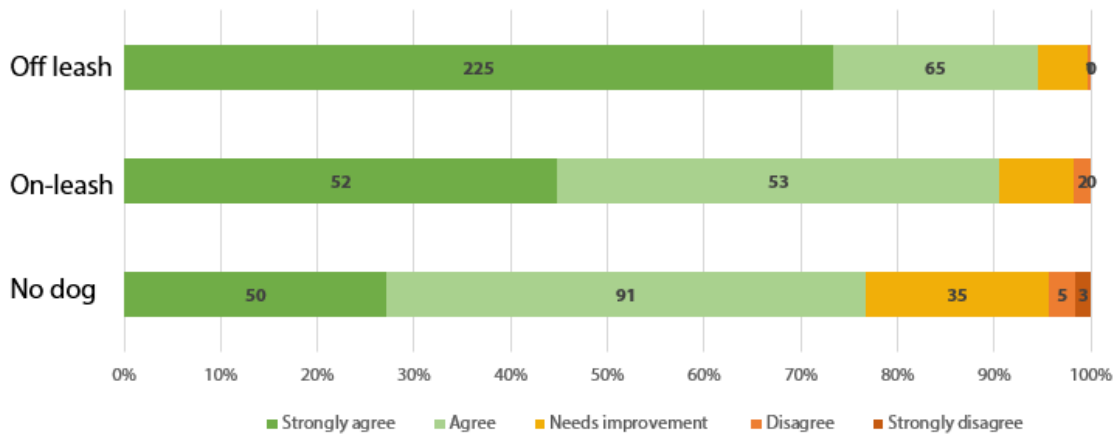
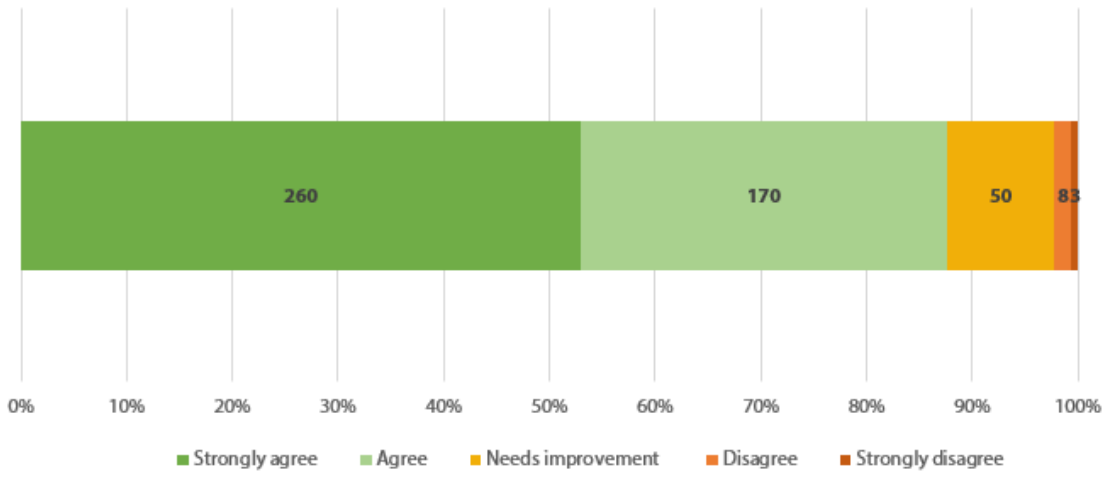
4. Dogs on and off-leash interacted respectfully in the space



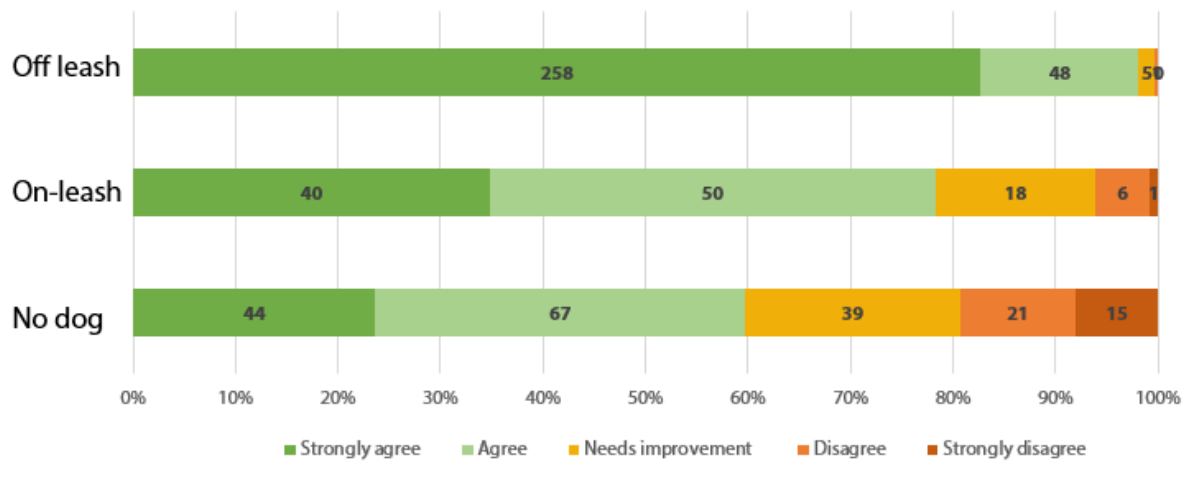
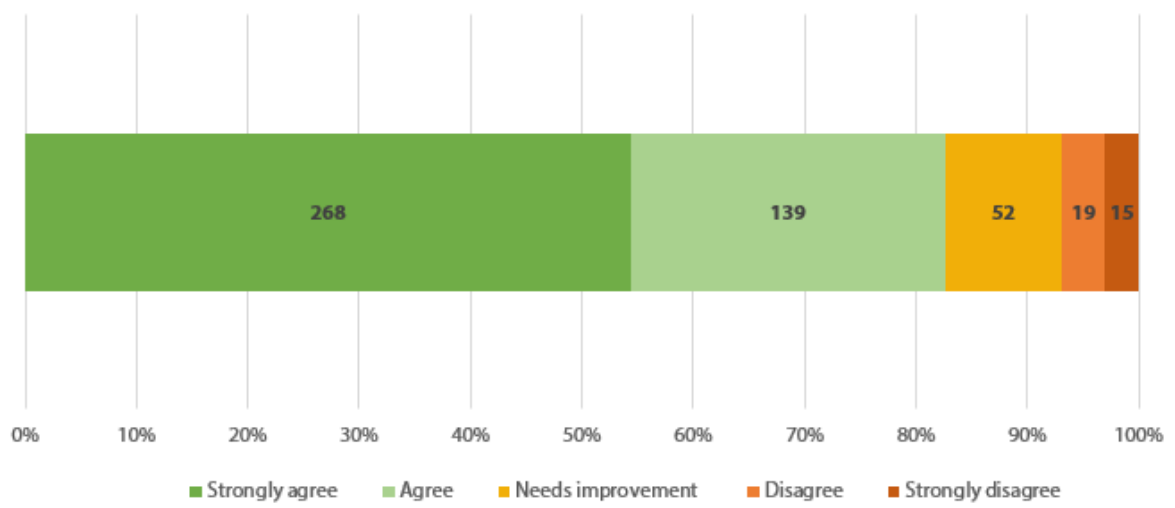
5. Dog owners picked up waste and disposed of it in the proper receptacles



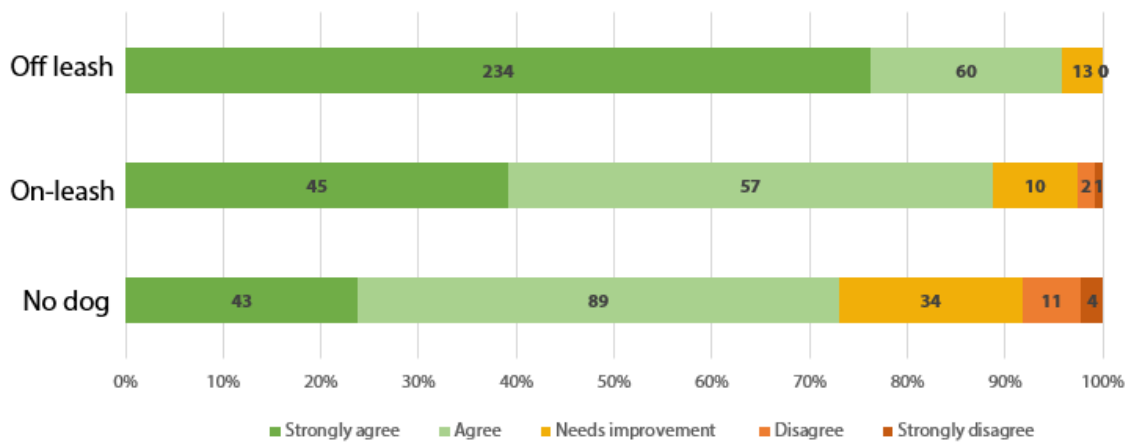
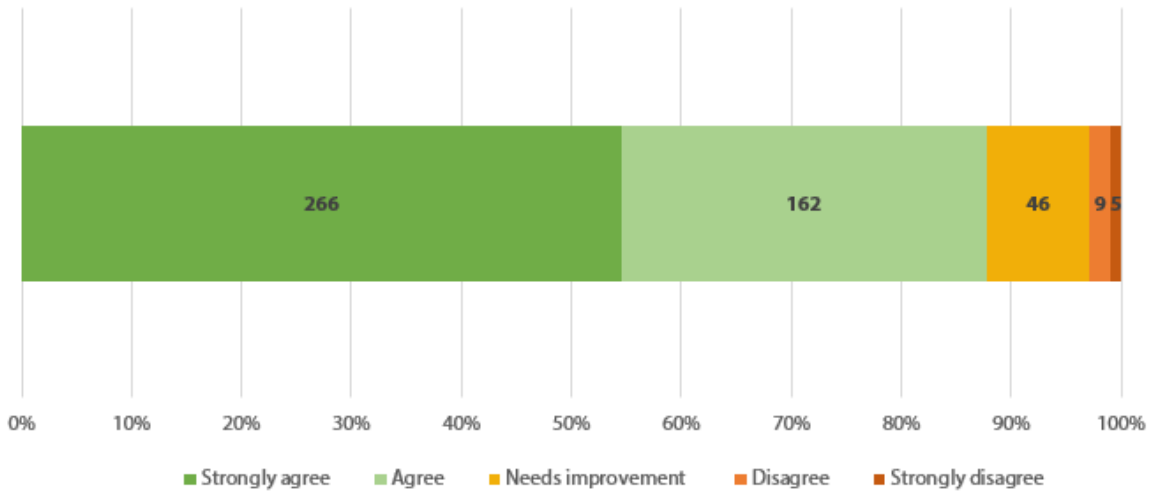
6. Dog bags were provided and available



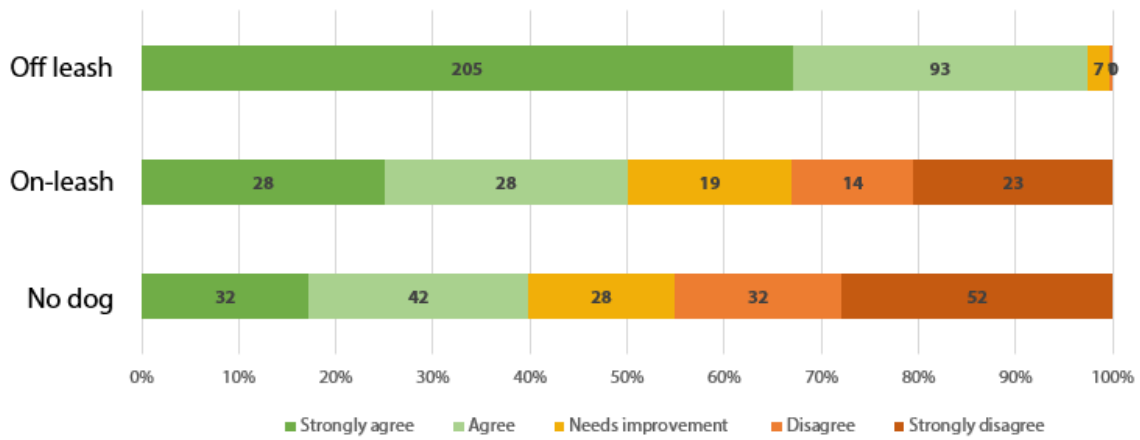
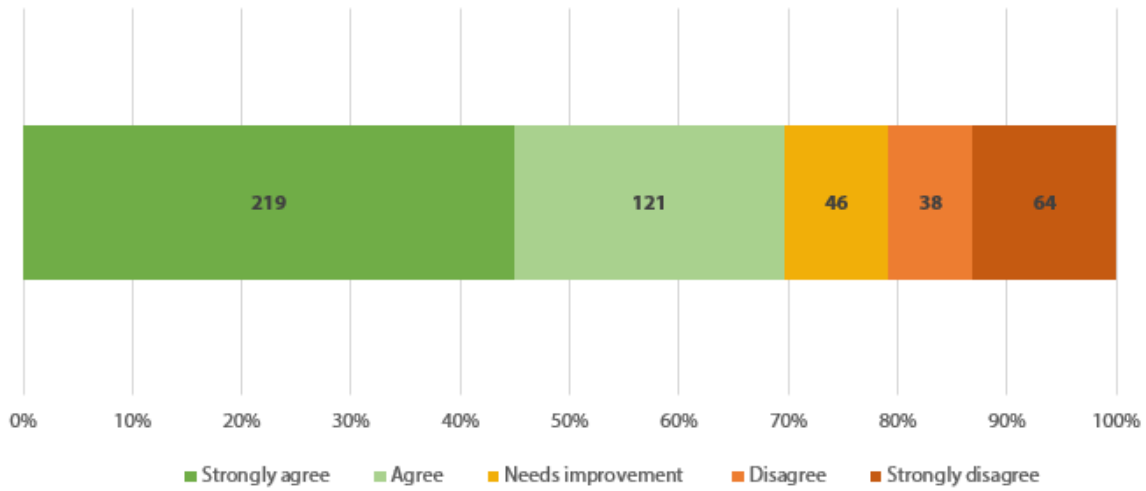
7. The grounds were maintained with minimal wear on turf



8. Garbage bins were easily available and emptied regularly



9. Urban wildlife was respected (dogs did not chase ducks, deer)



10. Do you have any recommendations for improving any of the above statements?

Signage

- More signs needed throughout park
- Consider 'There is no poop fairy' signs to encourage waste pick up
- Beach rules need to be more clear
- Appreciation for "sorry pups" sign when park is closed to leash-optional use during events

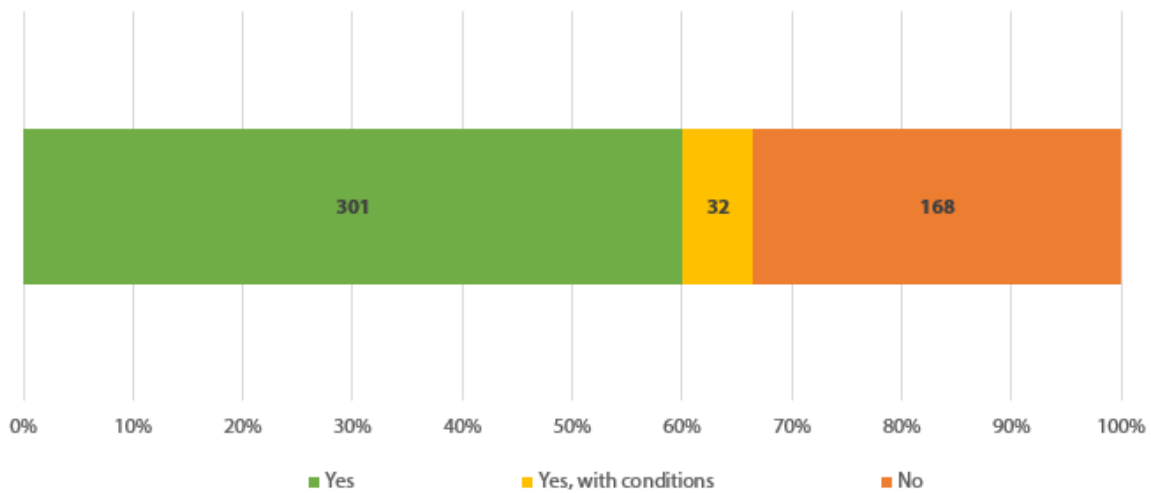
Bins and bags

- More bins and bags needed

Turf

- Request for more picnic tables
- Desire to see more maintenance at dog beach

11. Based on your experience, would you support making this location a permanent leash-optional area?



Those that responded 'No' or 'Yes, with conditions' were invited to elaborate:

What are your conditions for making it a permanent leash-optional area?

- Road signage to keep vehicles from speeding
- Lights along route
- Add fencing
- Add water stations

Please share why you do not support making this a permanent leash-optional area

- Concern for personal safety, safety of children
- Concern for wildlife in the area

12. Are there other areas the City should look at as potential leash-optional areas?

- Esplanade Beach
- Disc golf course
- Carmi recreation trails
- Ellis Creek path
- School fields outside of regular hours
- KVR trail

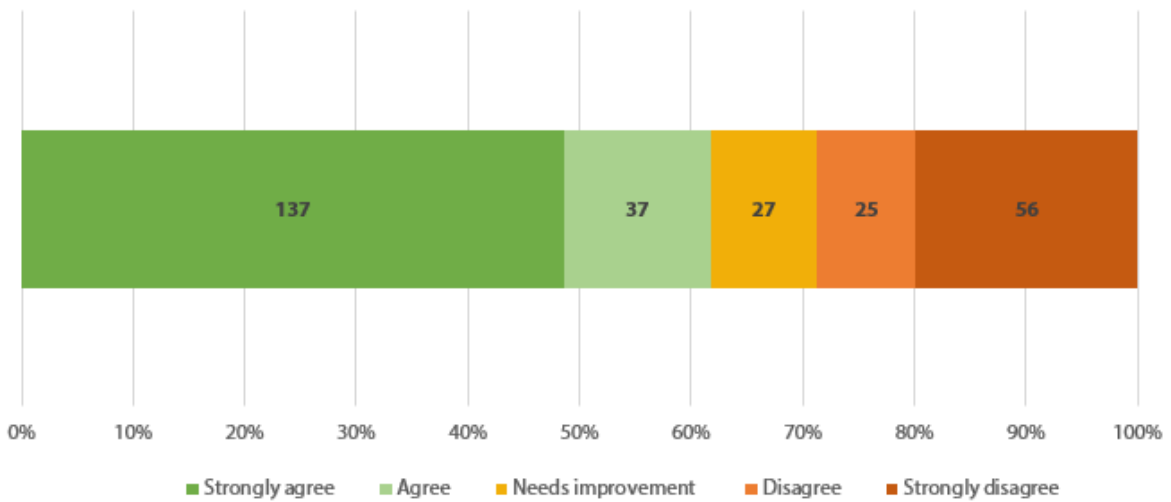
13. Is there anything else related to this pilot project you would like the City to know?

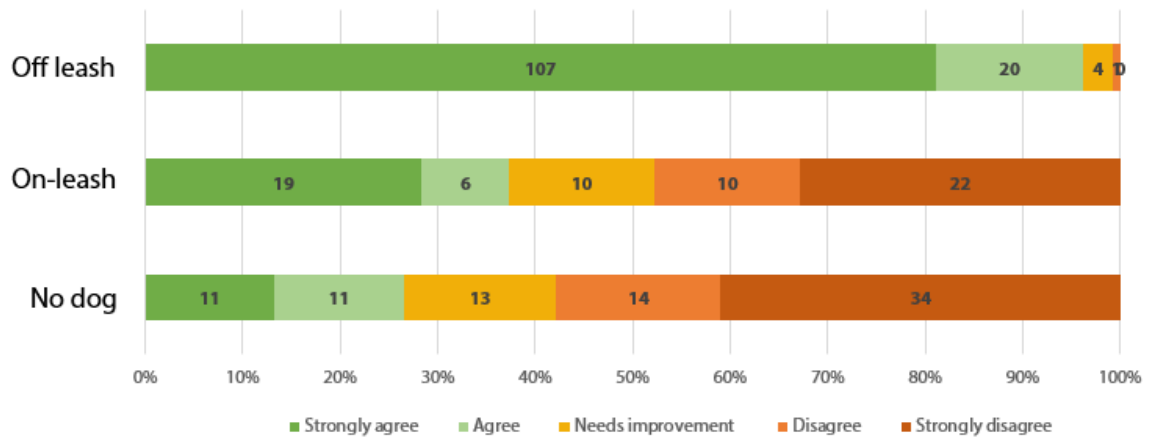
- Concern for personal safety, children’s safety and seniors’ safety from off leash dogs
- Concern for where less social dogs on leash can now go for walks
- Comments of appreciation
- Desire for better signage
- Desire for stronger enforcement for those not complying by the rules
- Desire for beach to not be included in leash-optional boundary (maintain fenced dog beach for this purpose)
- Concern that too many areas are available for leash-optional use

Skaha Lake Park - Main

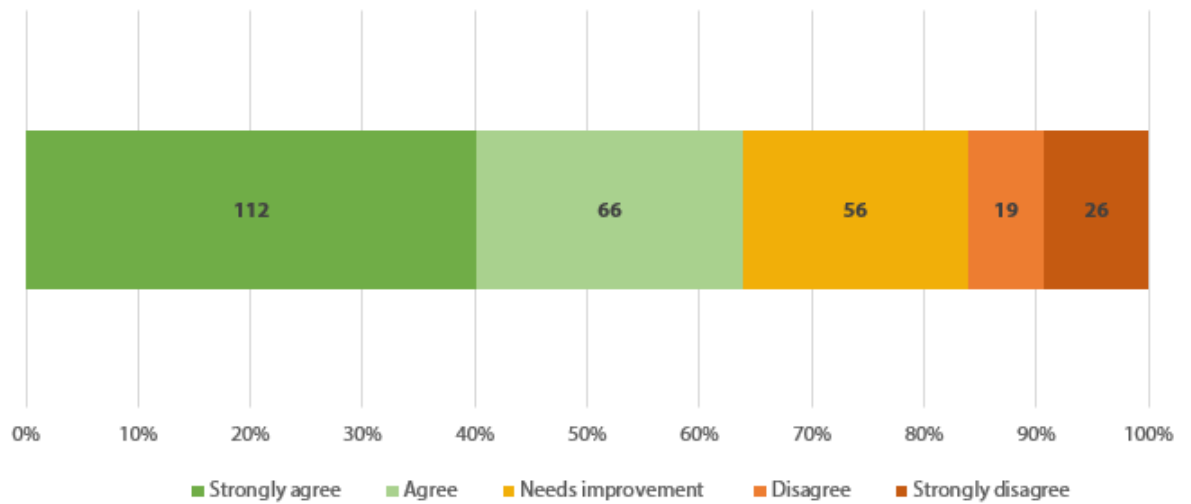
Respondents: 139

1. I felt safe travelling through the leash-optional area

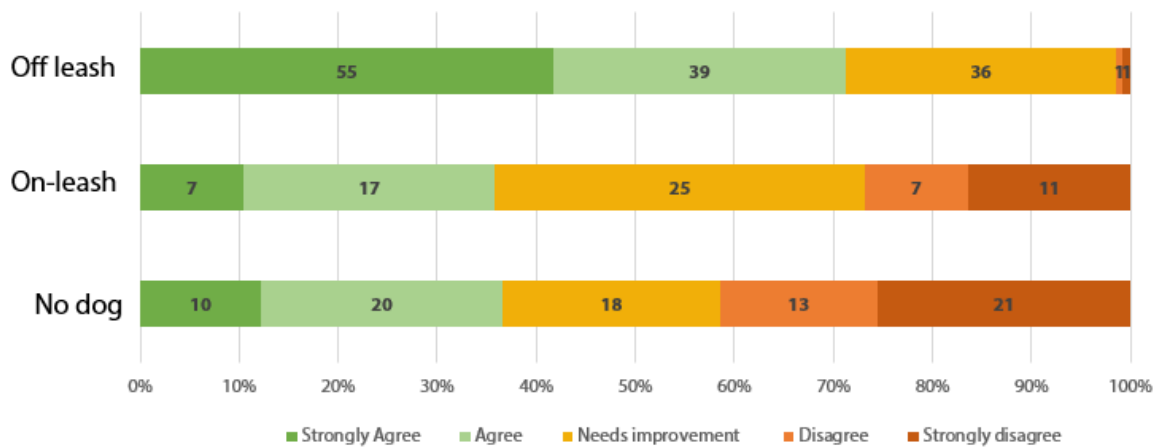
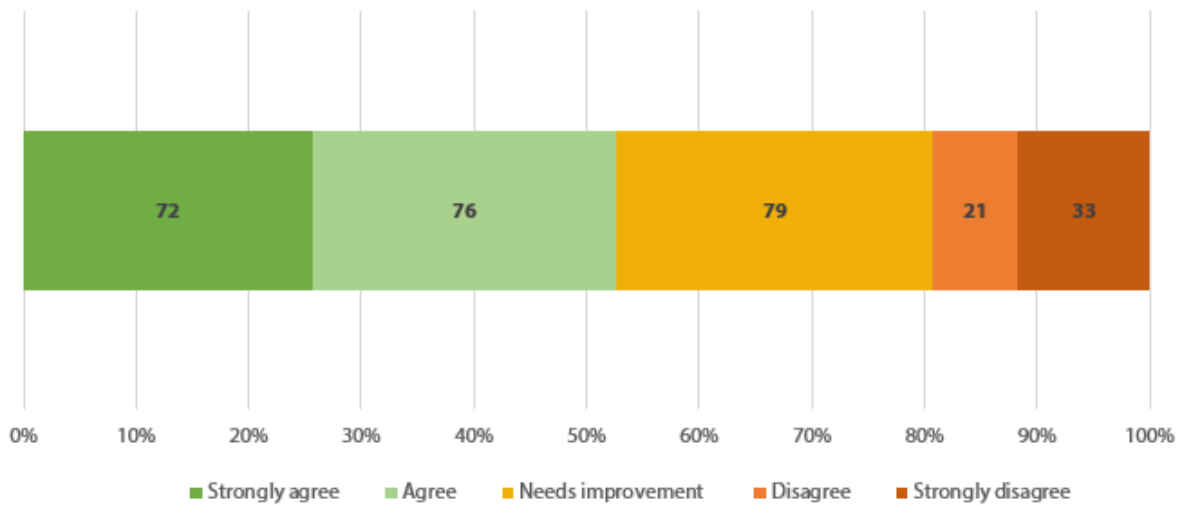
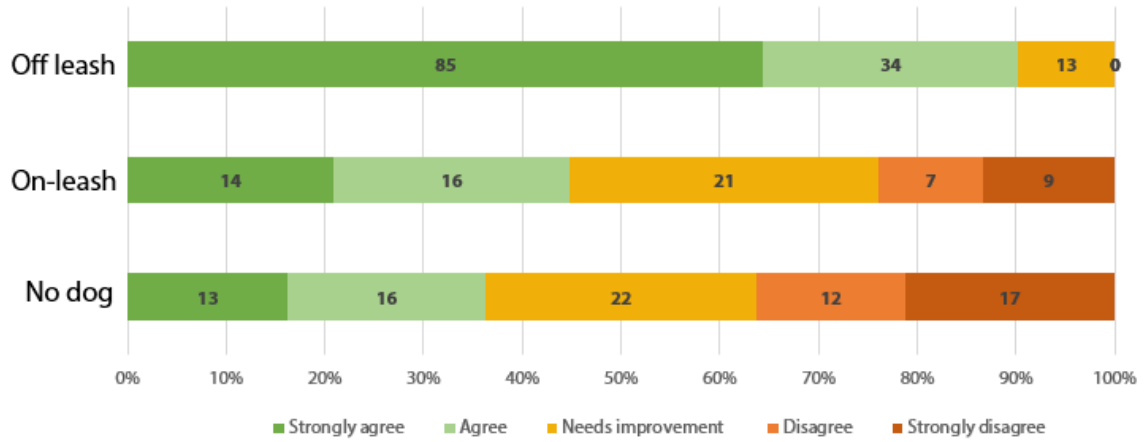




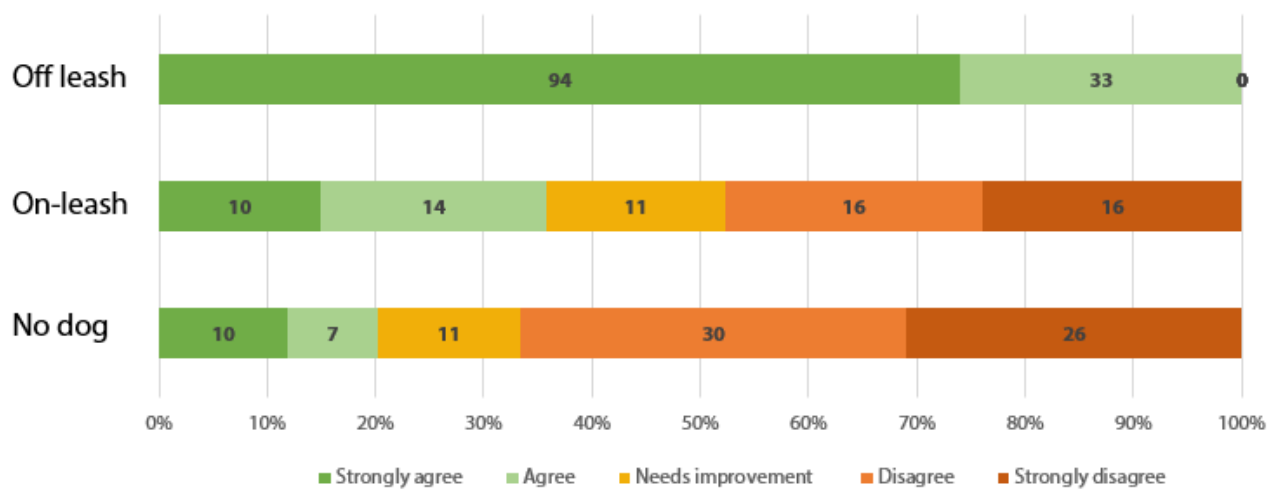
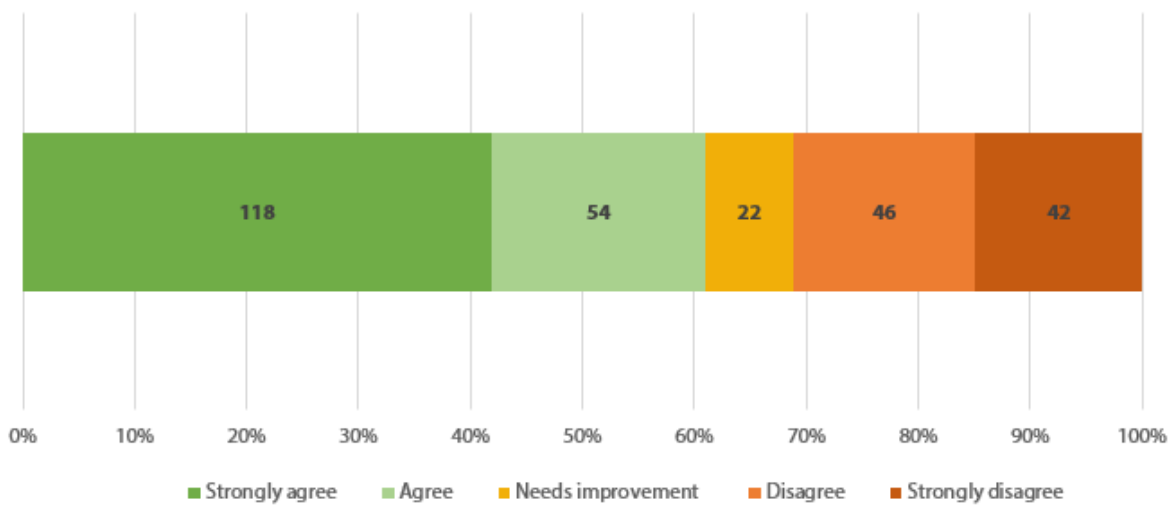
2. The rules for leash-optional use were clear and easy to understand



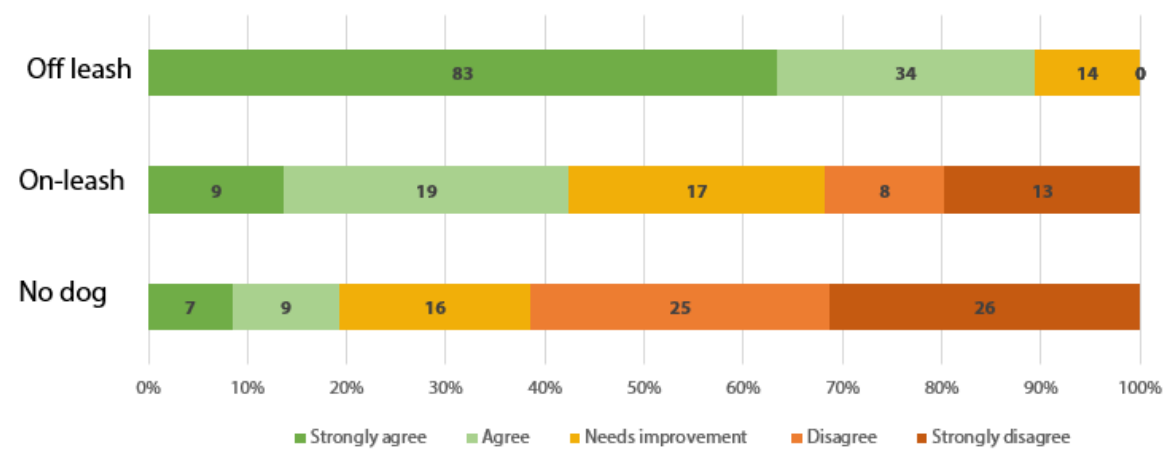
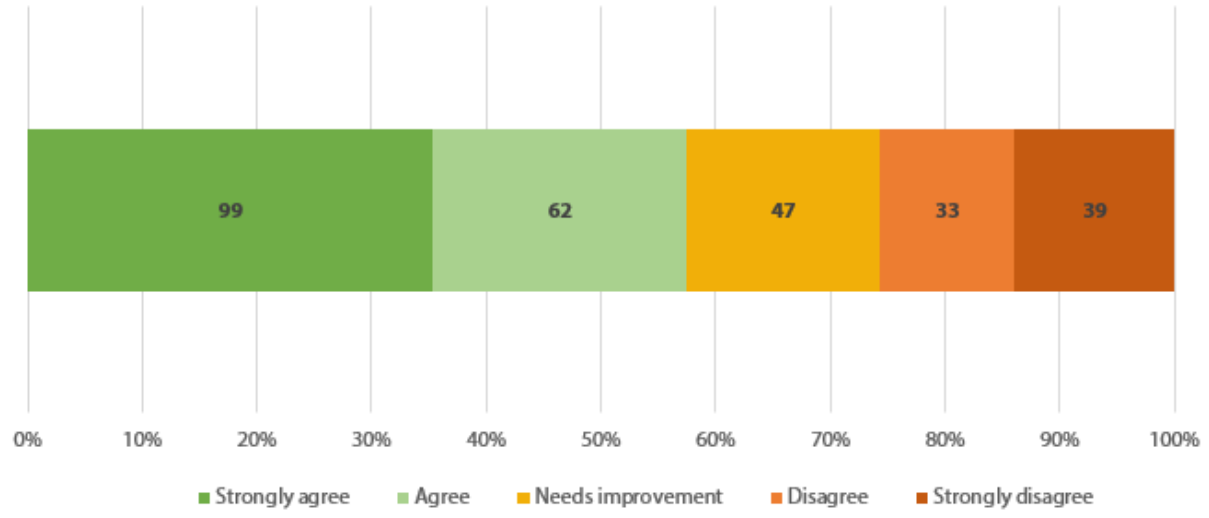
3. Signage indicating the leash-optional area was easily identifiable and well marked



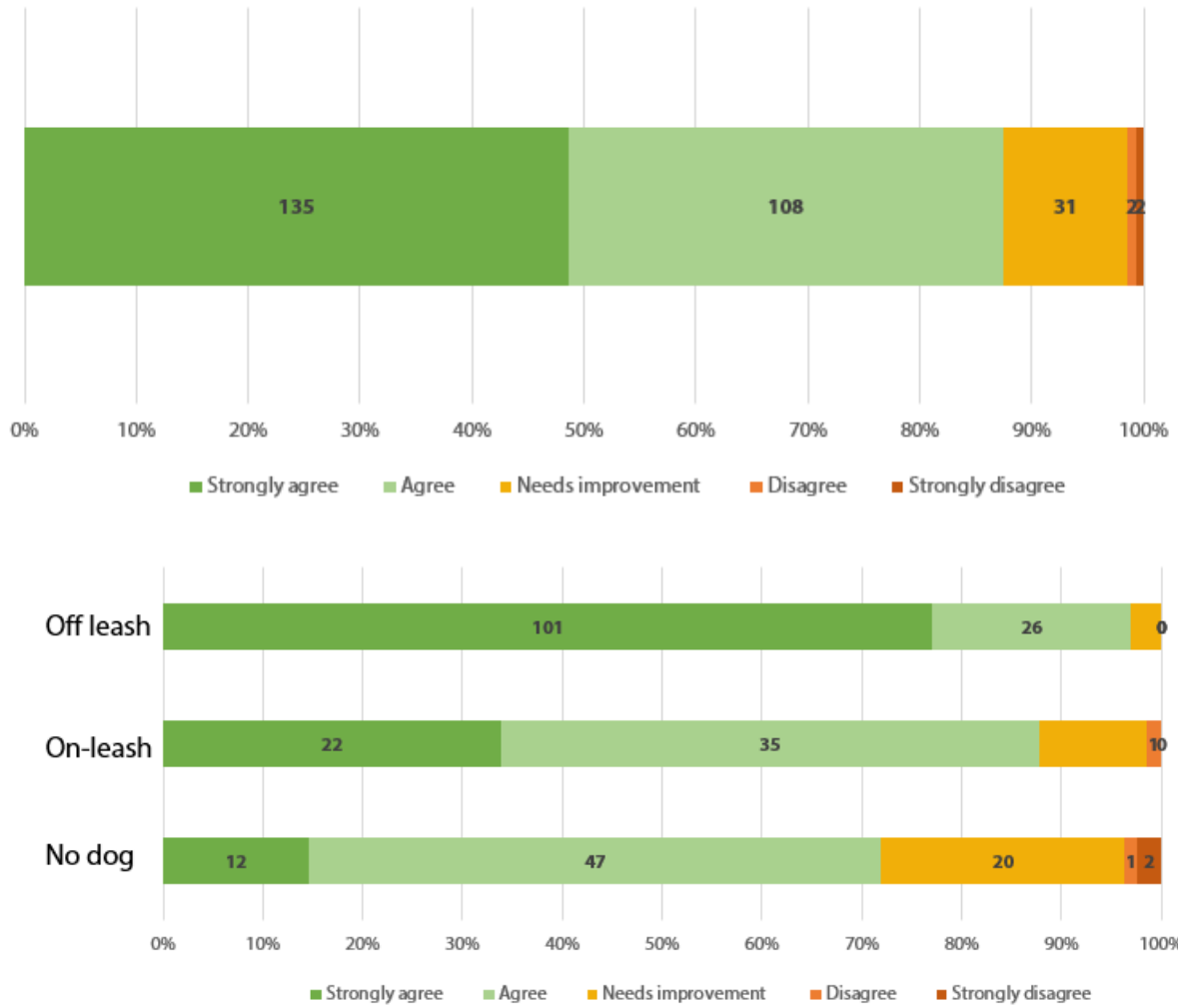
4. Dogs on and off-leash interacted respectfully in the space



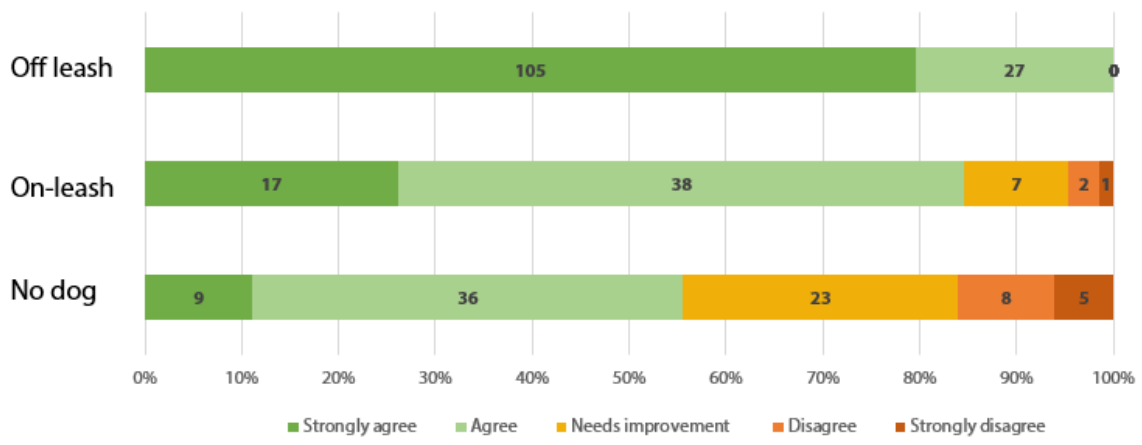
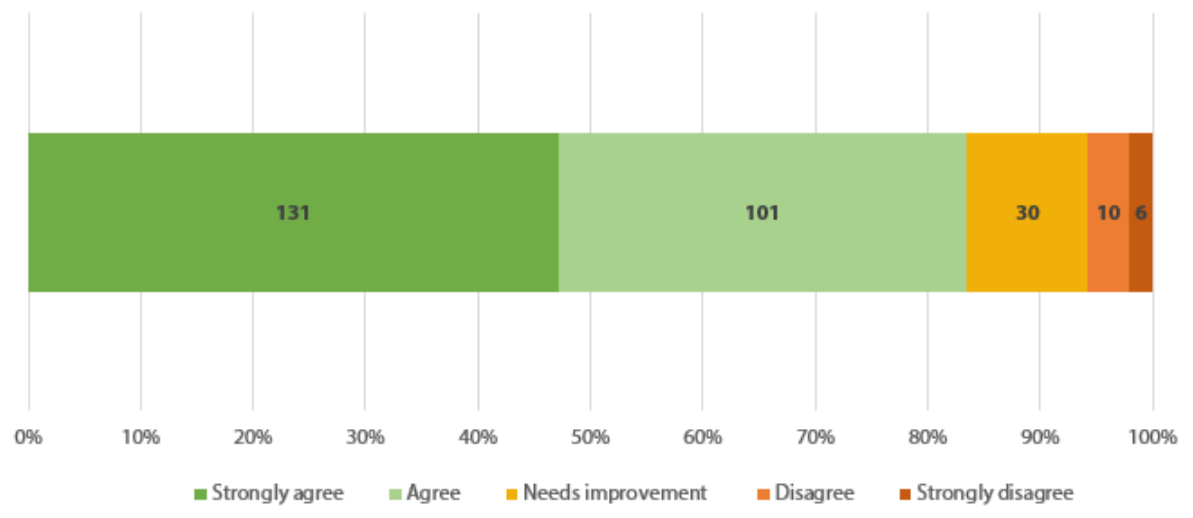
5. Dog owners picked up waste and disposed of it in the proper receptacles



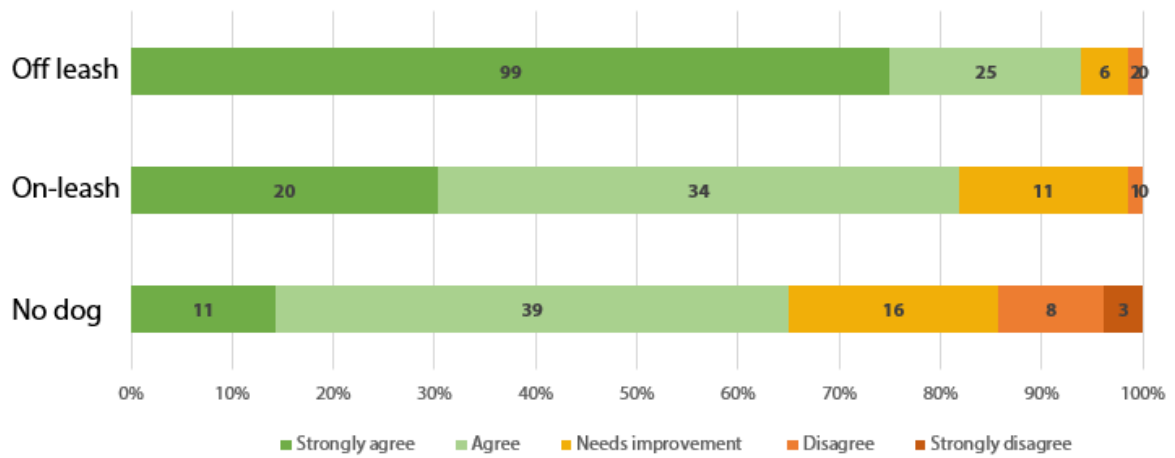
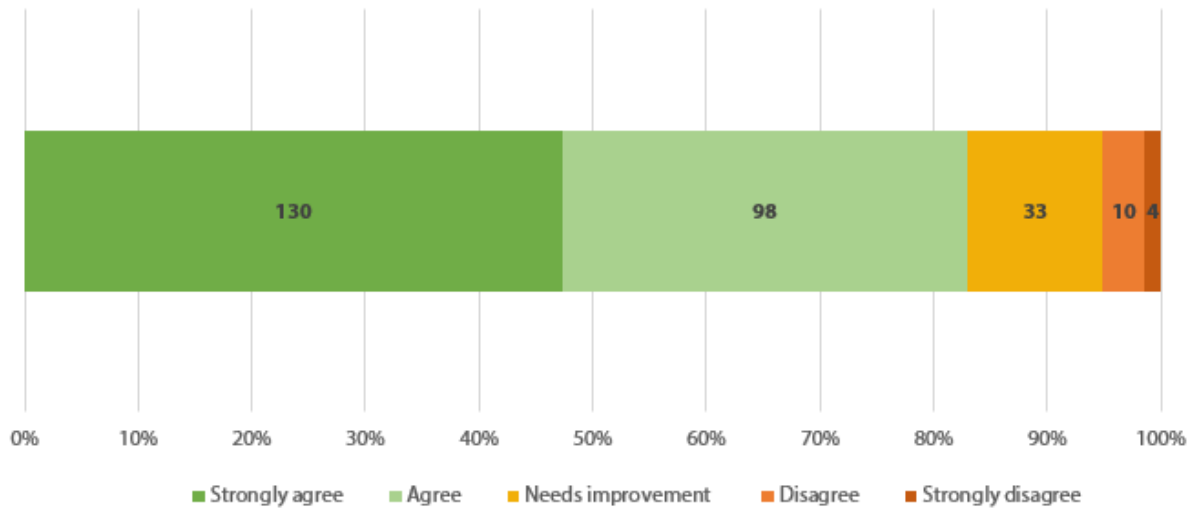
6. Dog bags were provided and available



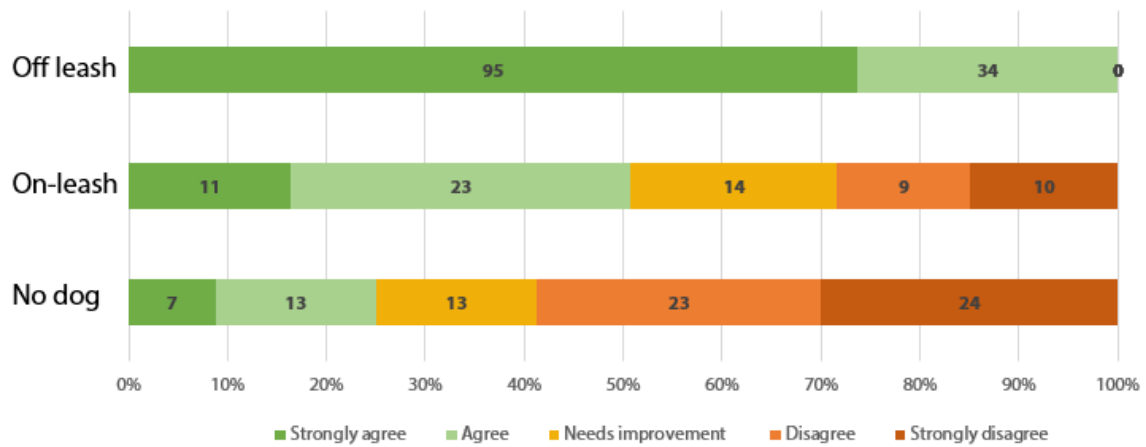
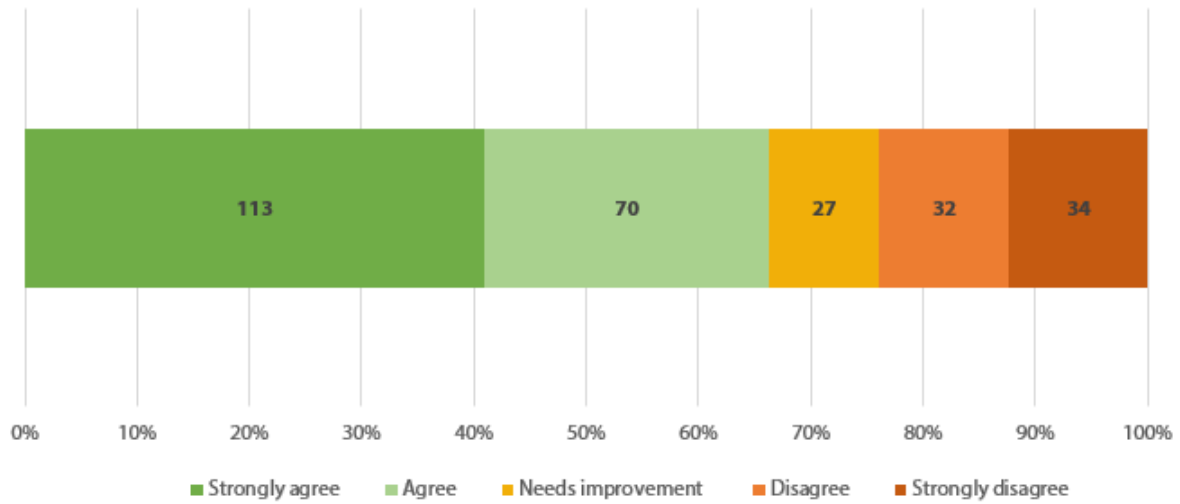
7. The grounds were maintained with minimal wear on turf



8. Garbage bins were easily available and emptied regularly



9. Urban wildlife was respected (dogs did not chase ducks, deer)



10. Do you have any recommendations for improving any of the above statements?

Signage

- More signs needed throughout park
- Consider 'There is no poop fairy' signs to encourage waste pick up
- Beach rules need to be more clear
- Appreciation for "sorry pups" sign when park is closed to leash-optional use during events
- Increase font size

Bins and bags

- More bins and bags needed

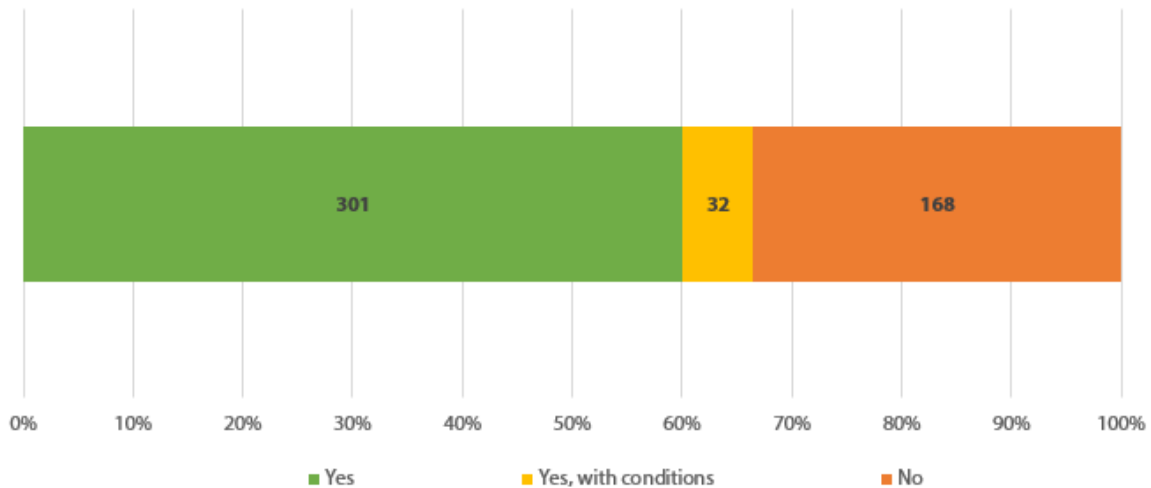
Turf

- Desire to see more maintenance at dog beach

Other

- Desire for seating area/picnic tables
- Preference to see dogs remain leashed in these areas
- Desire for area to be fenced
- Concern for safety when approached by dogs
- Desire for more bylaw patrols to ensure rules are followed

11. Based on your experience, would you support making this location a permanent leash-optional area?



Those that responded 'No' or 'Yes, with conditions' were invited to elaborate:

What are your conditions for making it a permanent leash-optional area?

- Add fencing
- Leash-optional only off-season (not during peak summer months)
- Better signage indicating leash-optional green space and dogs not allowed on the beach

Please share why you do not support making this a permanent leash-optional area

- Concern that off-leash dogs entangle on-leash dogs and their walkers
- Concern for personal safety, children’s safety and seniors’ safety
- Rules are not enforced, off-leash dogs with poor recall
- Concern boundaries for use are not respected

12. Are there other areas the City should look at as potential leash-optional areas?

- Helley Beach
- Esplanade Beach

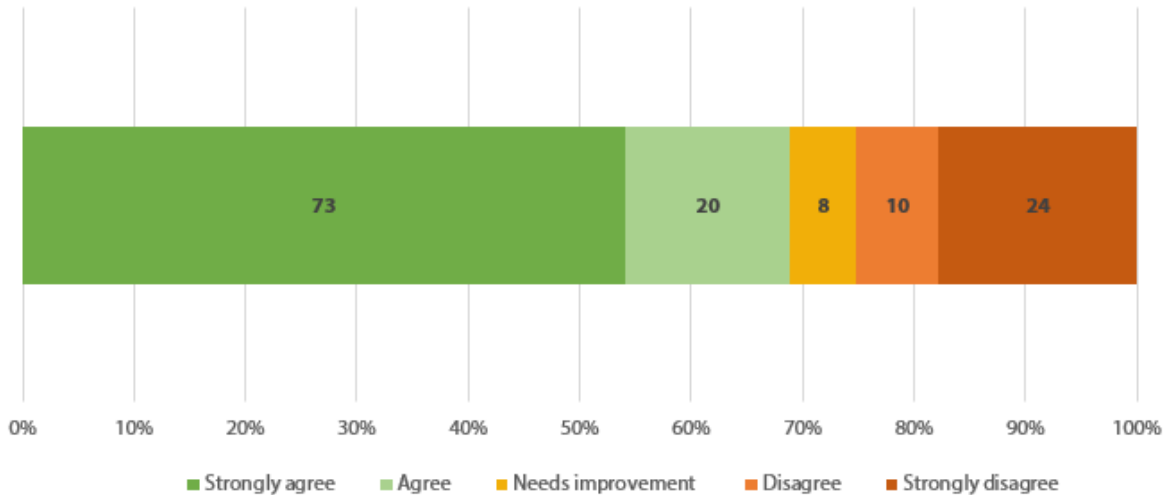
13. Is there anything else related to this pilot project you would like the City to know?

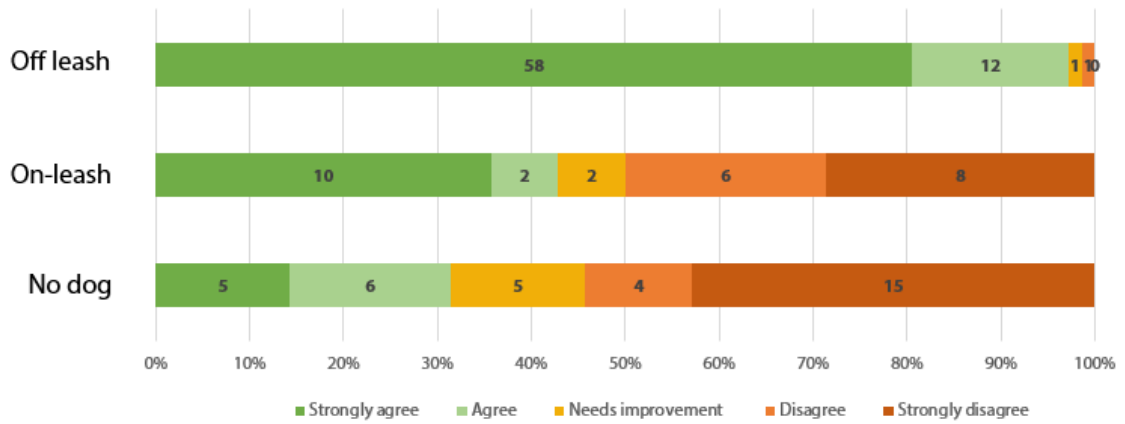
- Comments of appreciation
- Desire for area to be fenced
- Desire for greater monitoring from bylaw officers
- Desire for beach to not be included in leash-optional boundary (maintain fenced dog beach for this purpose)
- Concern that too many areas are available for leash-optional use
- Desire to see beach areas leash-optional off-season

Riverside Park

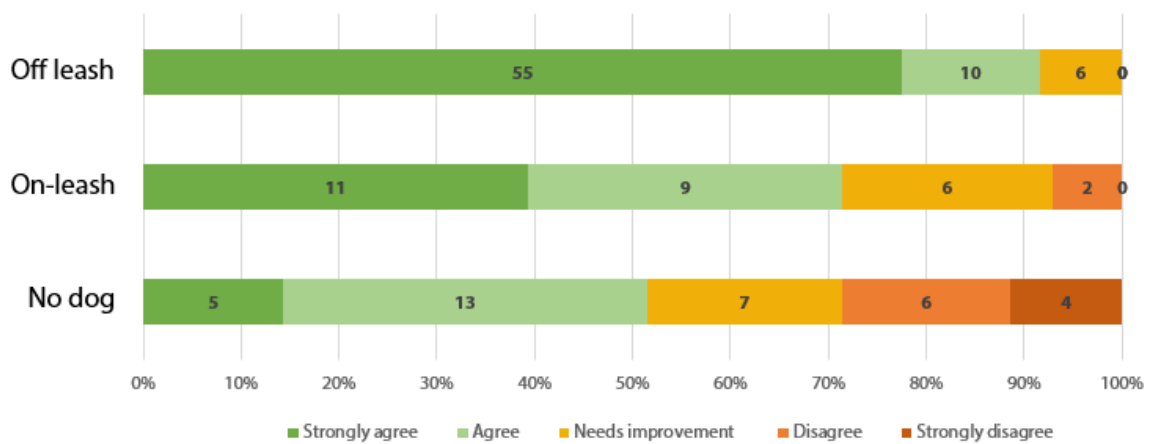
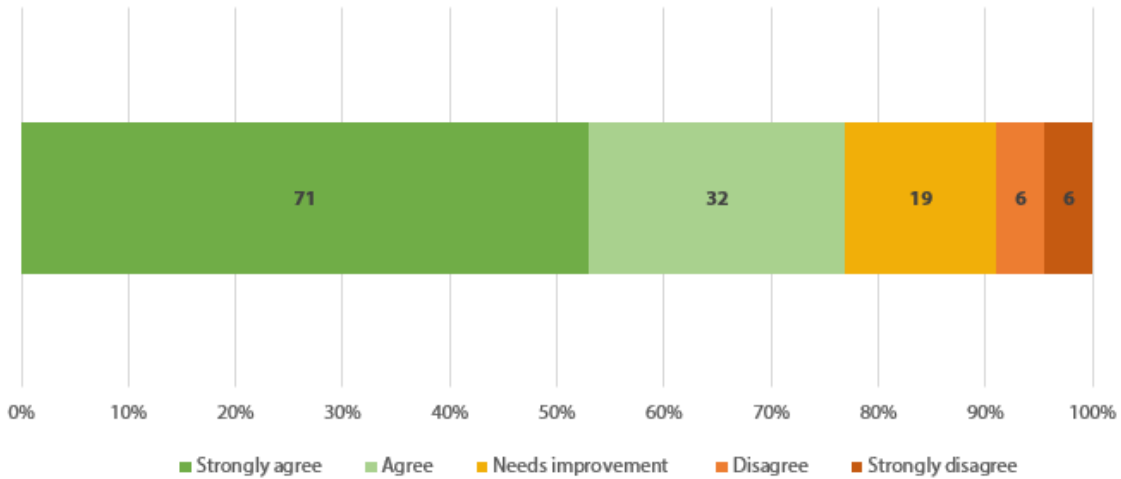
Respondents: 135

1. I felt save travelling through the leash optional area

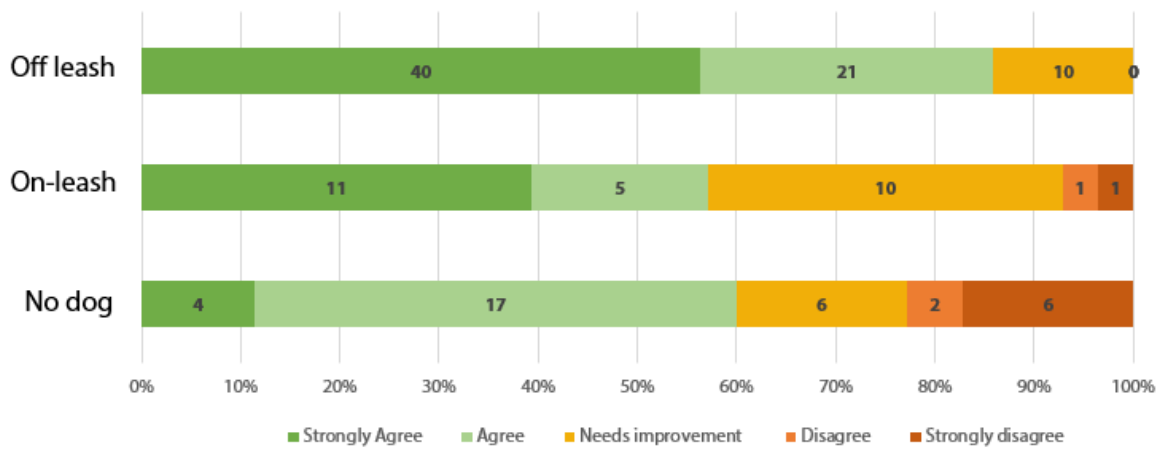
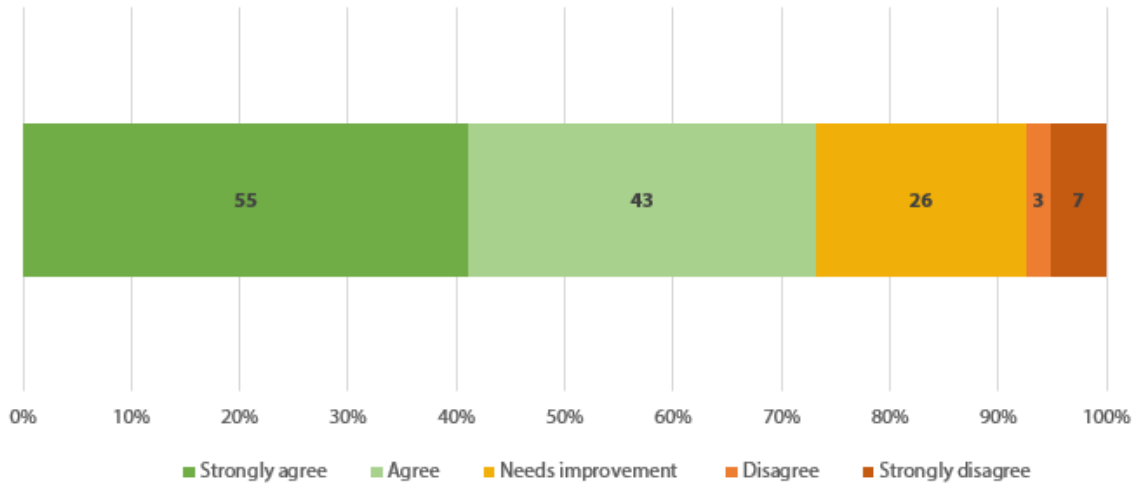




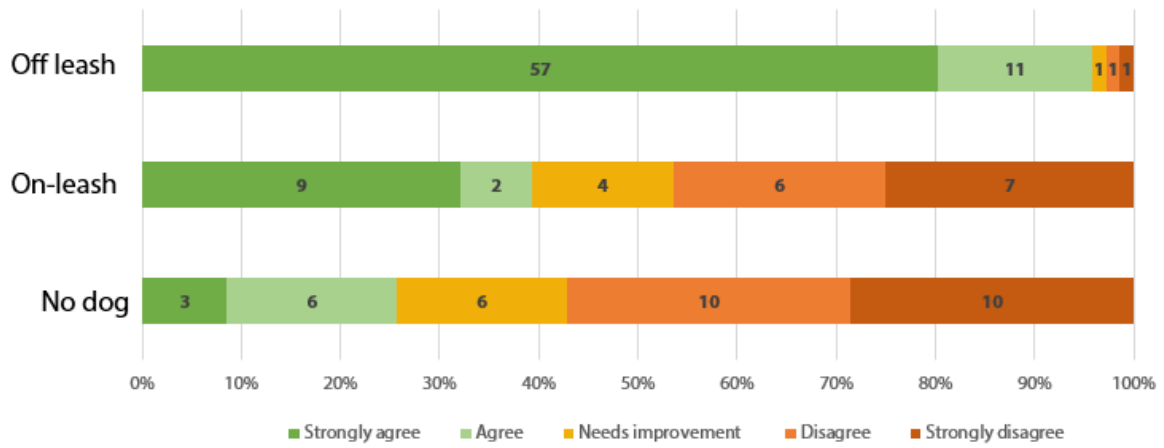
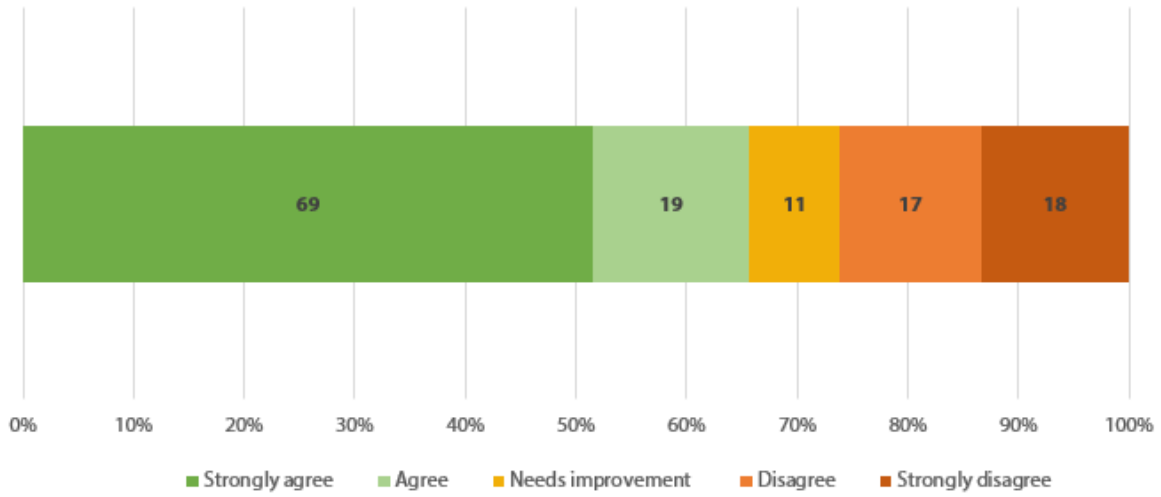
2. The rules for leash-optional use were clear and easy to understand



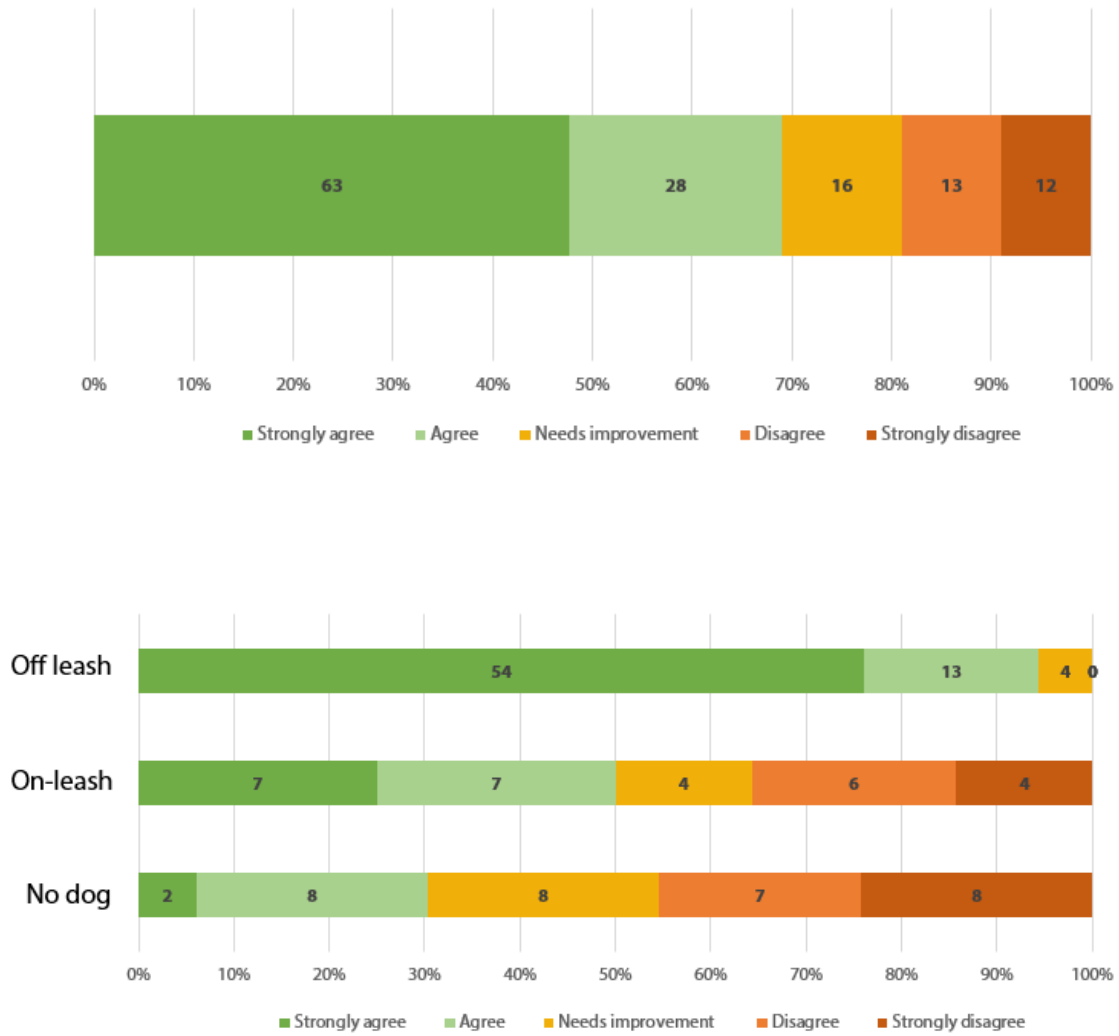
3. Signage indicating the leash-optional area was easily identifiable and well-marked



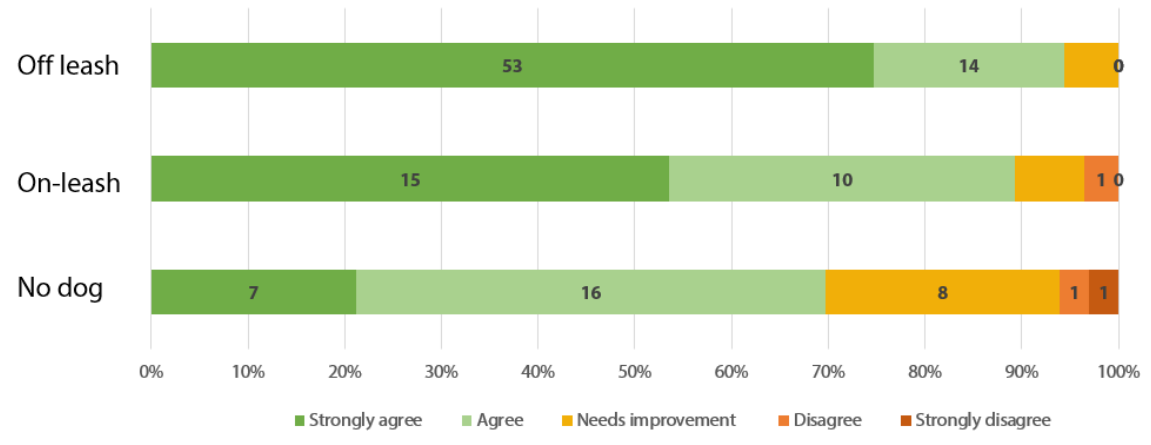
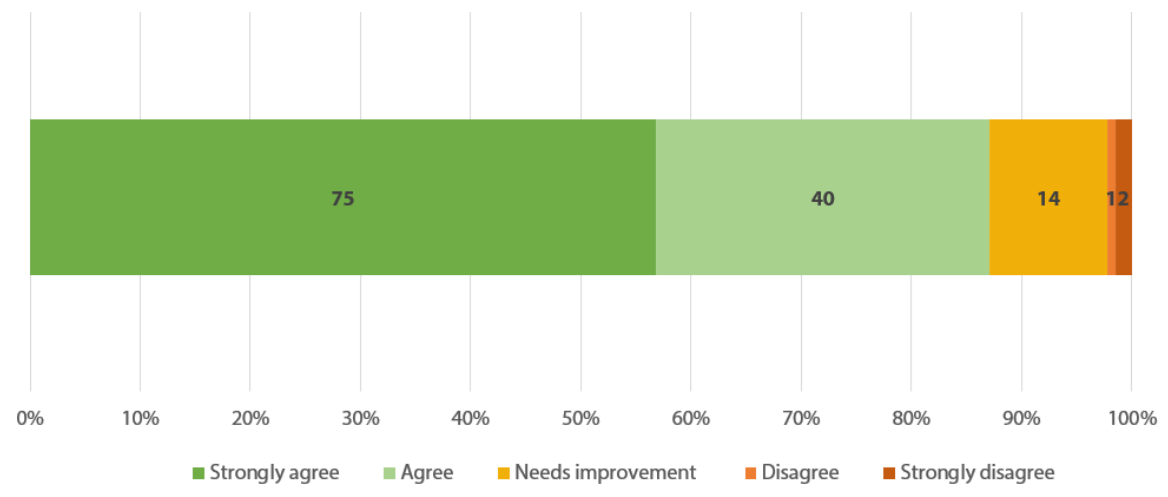
4. Dogs on and off-leash interacted respectfully in the space



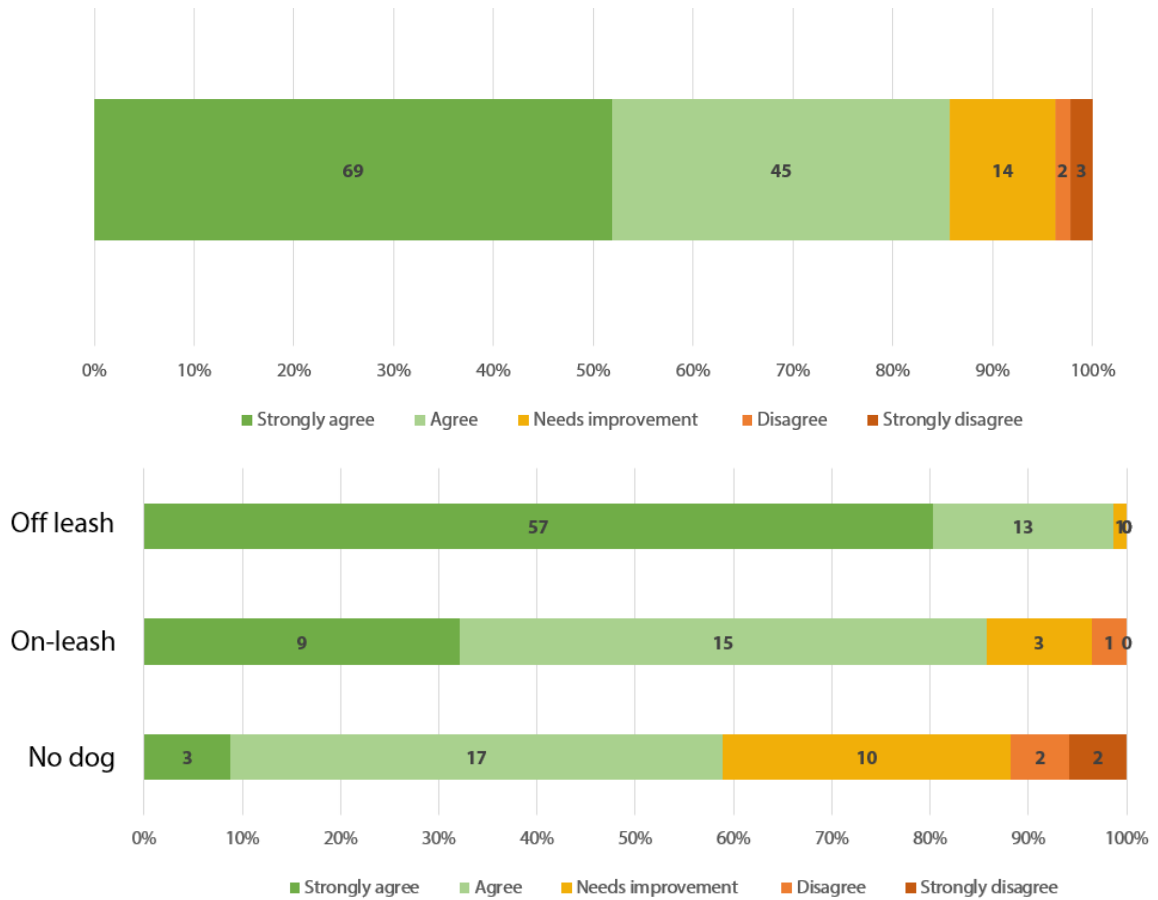
5. Dog owners picked up waste and disposed of it in the proper receptacles



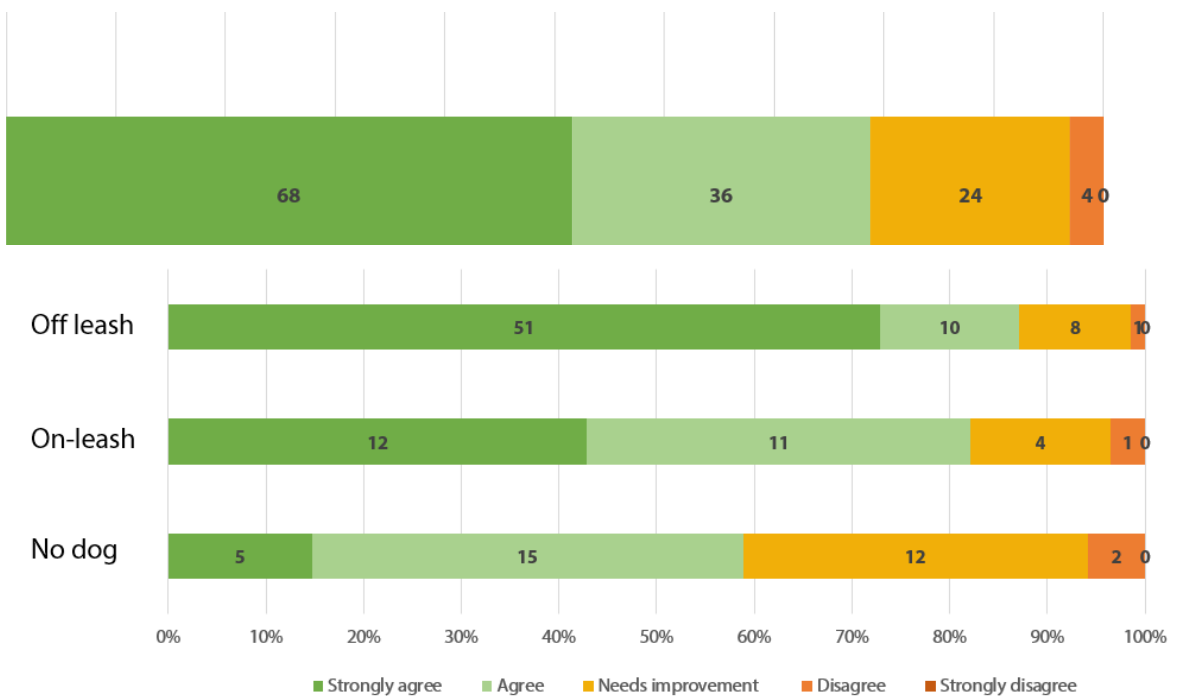
6. Dog bags were provided and available



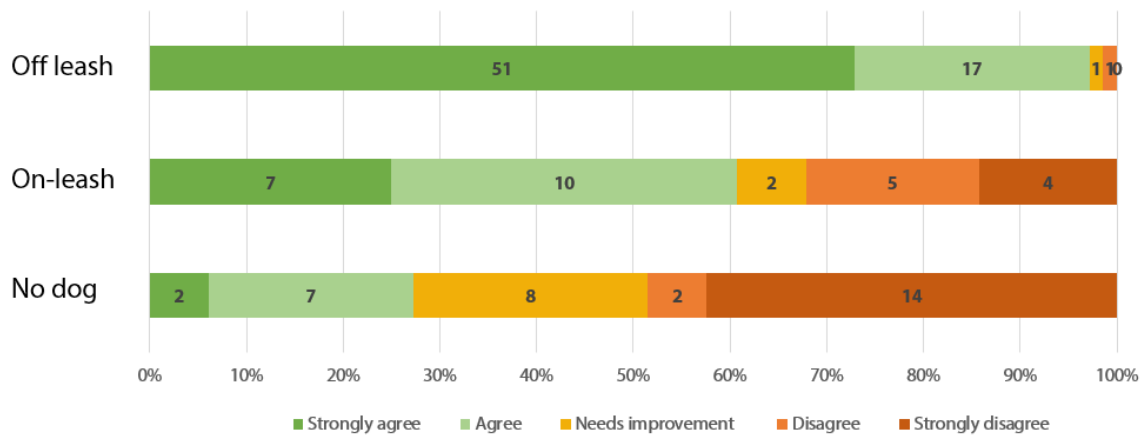
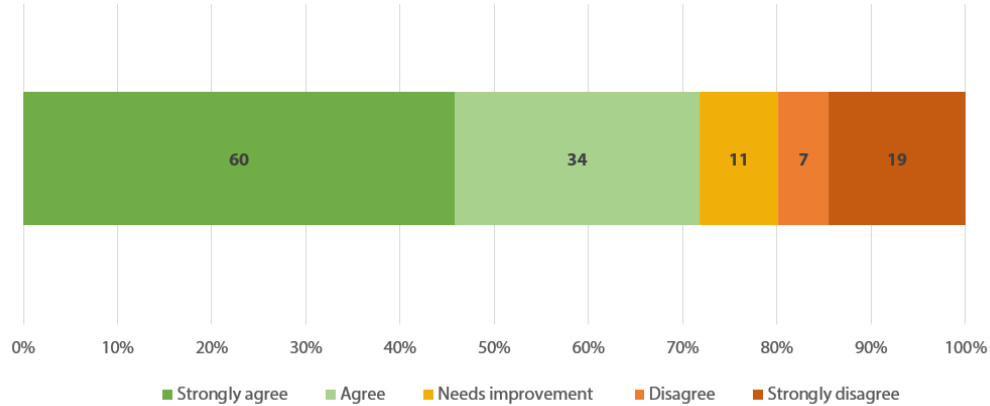
7. Grounds were maintained with minimal wear on turf



8. Garbage bins were easily available and emptied regularly



9. Urban wildlife was respected (dogs did not chase ducks, deer)



10. Do you have any recommendations for improving any of the above statements?

Signage

- More signage at entryways, only saw one sign mid-path
- Clearer boundaries and signage on north side (gravel path) are needed

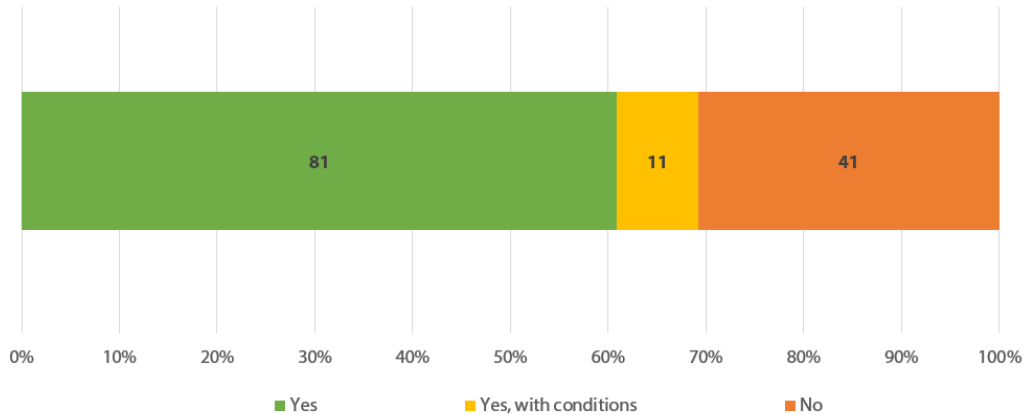
Bins and bags

- Desire for a bin at the bridge and at Coyote Cruises

Other

- Desire for area to be fenced

11. Based on your experience, would you support making this location a permanent leash-optional area?



Those that responded 'No' or 'Yes, with conditions' were invited to elaborate:

What are your conditions for making it a permanent leash-optional area?

- Add fencing
- Leash-optional only off-season (not during peak summer months)
- Better signage indicating leash-optional green space and dogs not allowed on the beach

Please share why you do not support making this a permanent leash-optional area

- Concern that off-leash dogs entangle on-leash dogs and their walkers
- Concern for personal safety, children's safety and seniors' safety
- Rules are not enforced, off-leash dogs with poor recall
- Concern boundaries for use are not respected

12. Are there other areas the City should look at as potential leash-optional areas?

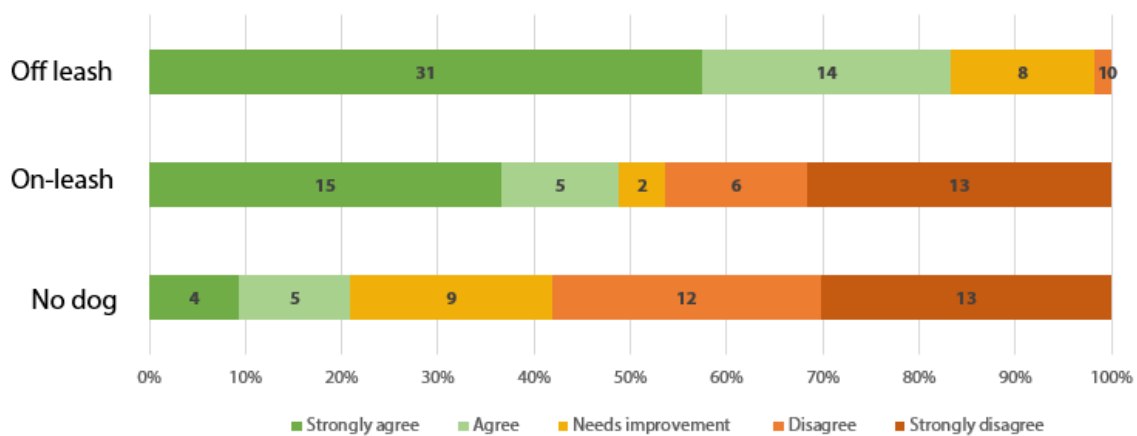
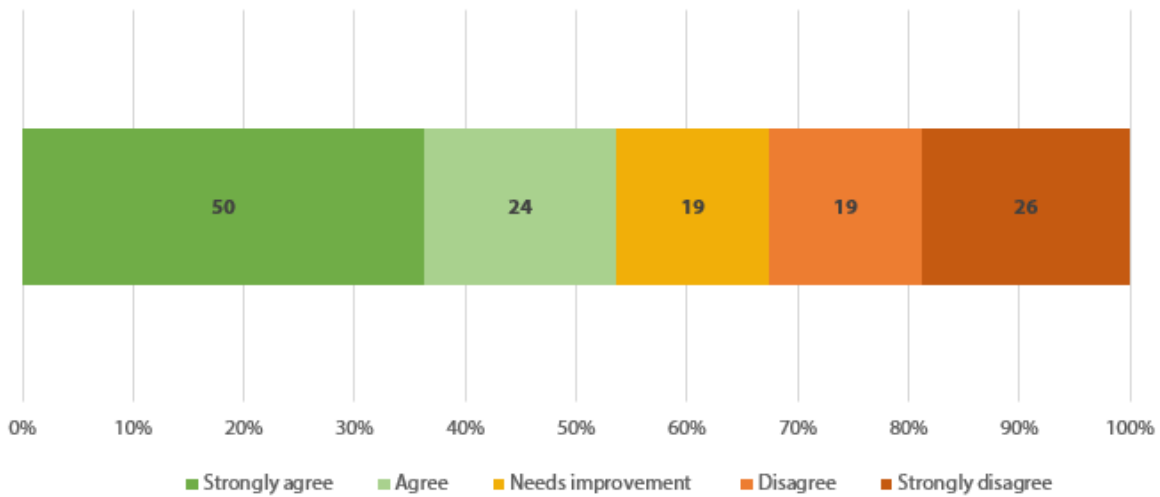
- Helley Beach
- Esplanade Beach

13. Is there anything else related to this pilot project you would like the City to know?

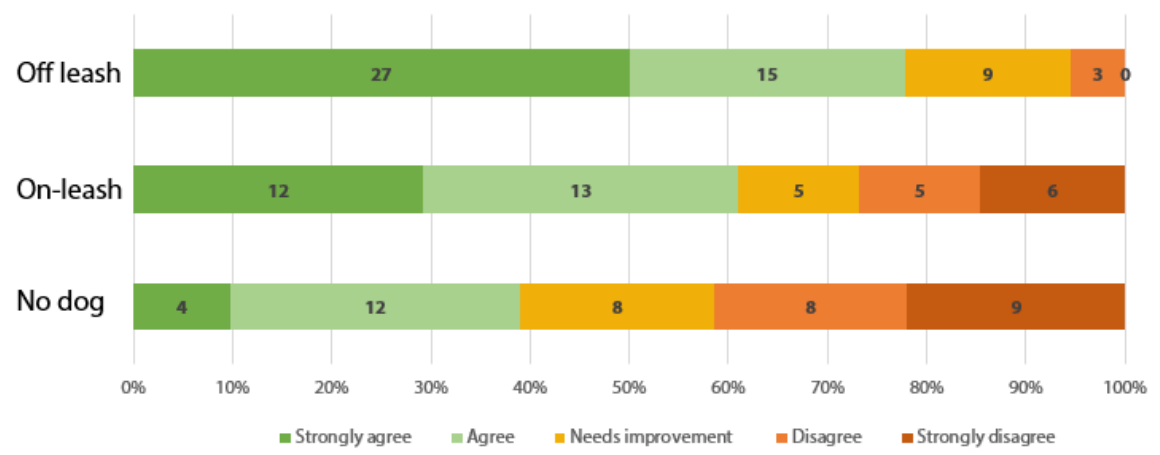
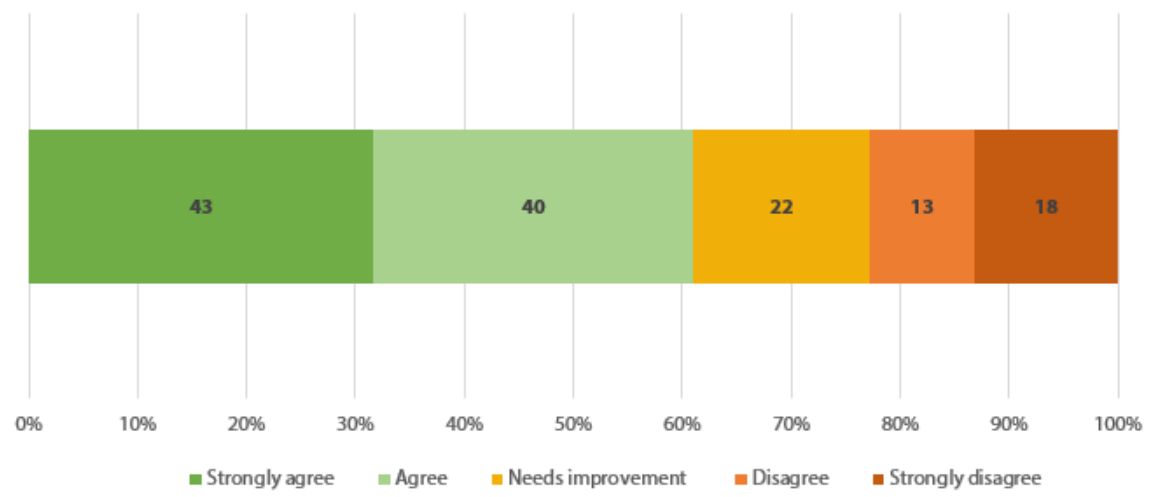
- Comments of appreciation
- Desire for area to be fenced
- Desire for greater monitoring from bylaw officers
- Desire for beach to not be included in leash-optional boundary (maintain fenced dog beach for this purpose)
- Concern that too many areas are available for leash-optional use
- Desire to see beach areas leash-optional off-season

Skaha Lake – East
 Respondents: 139

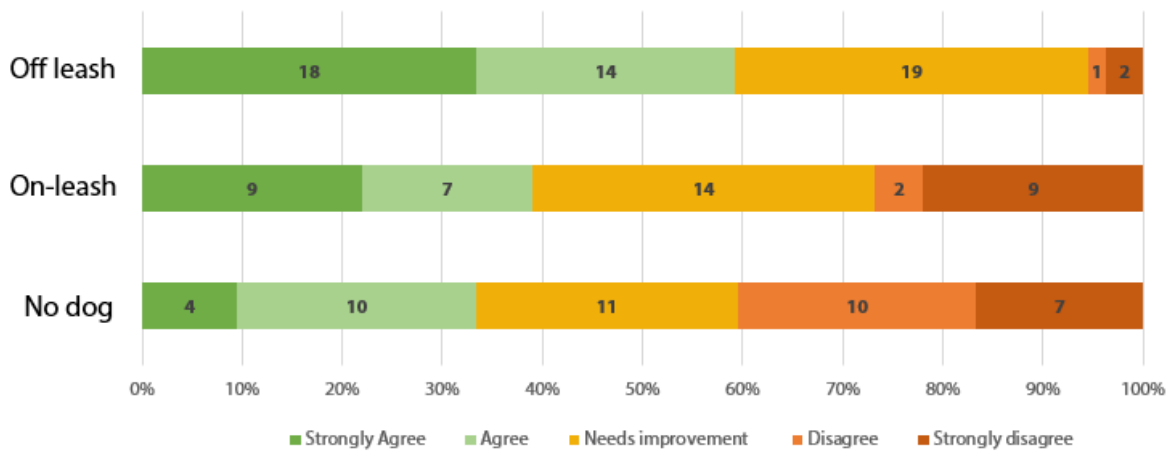
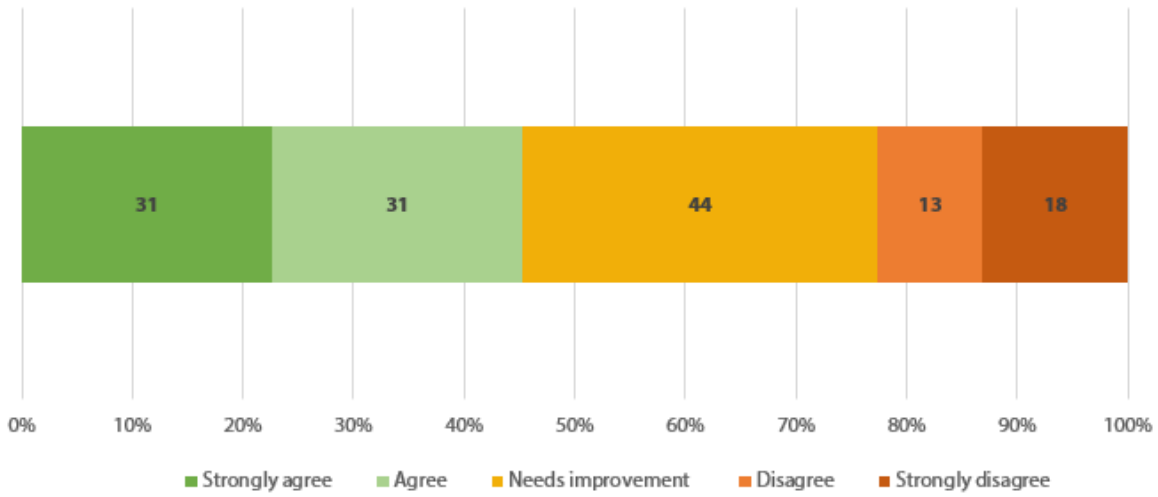
1. I felt safe travelling through leash-optional area



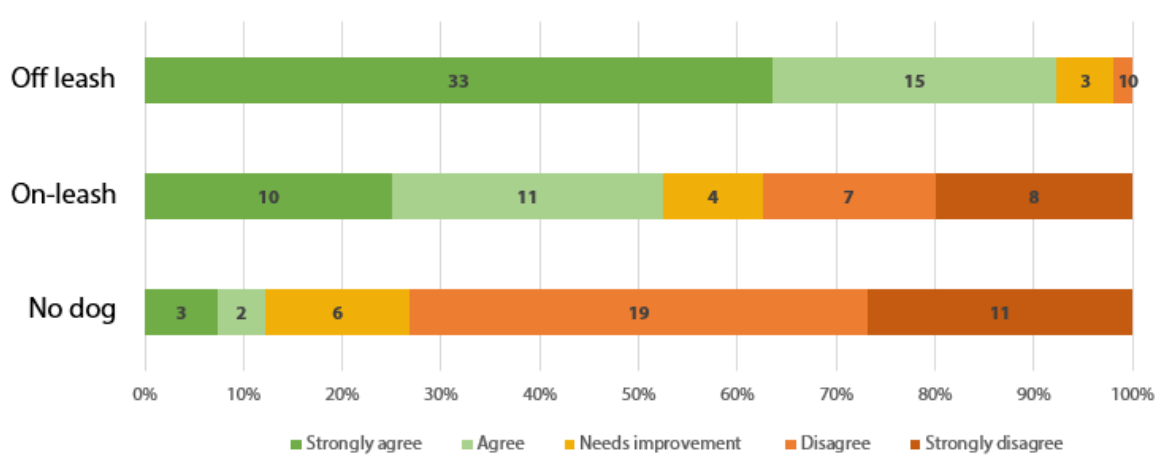
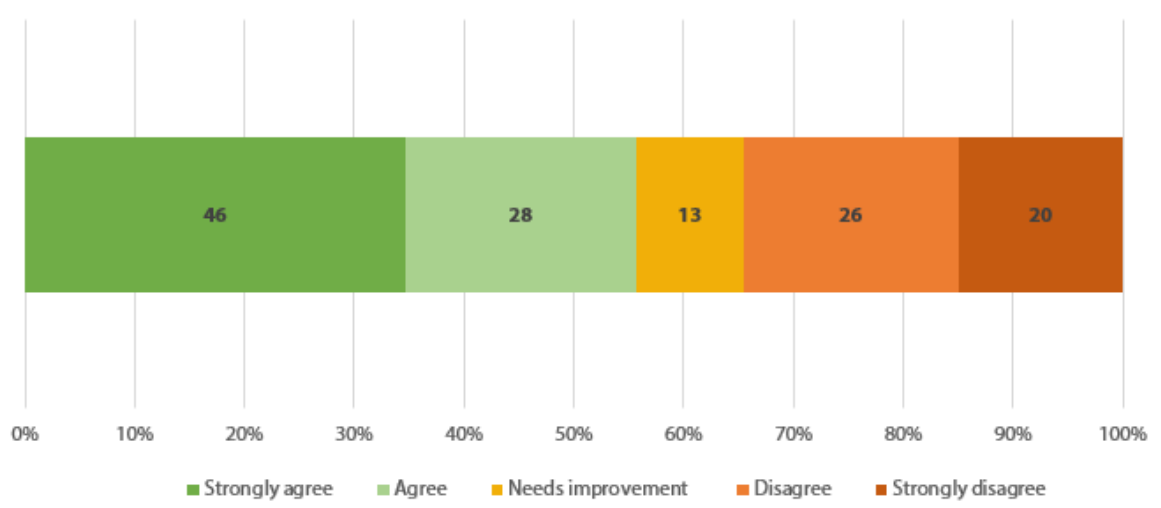
2. Rules for leash-optional use were clear and easy to understand



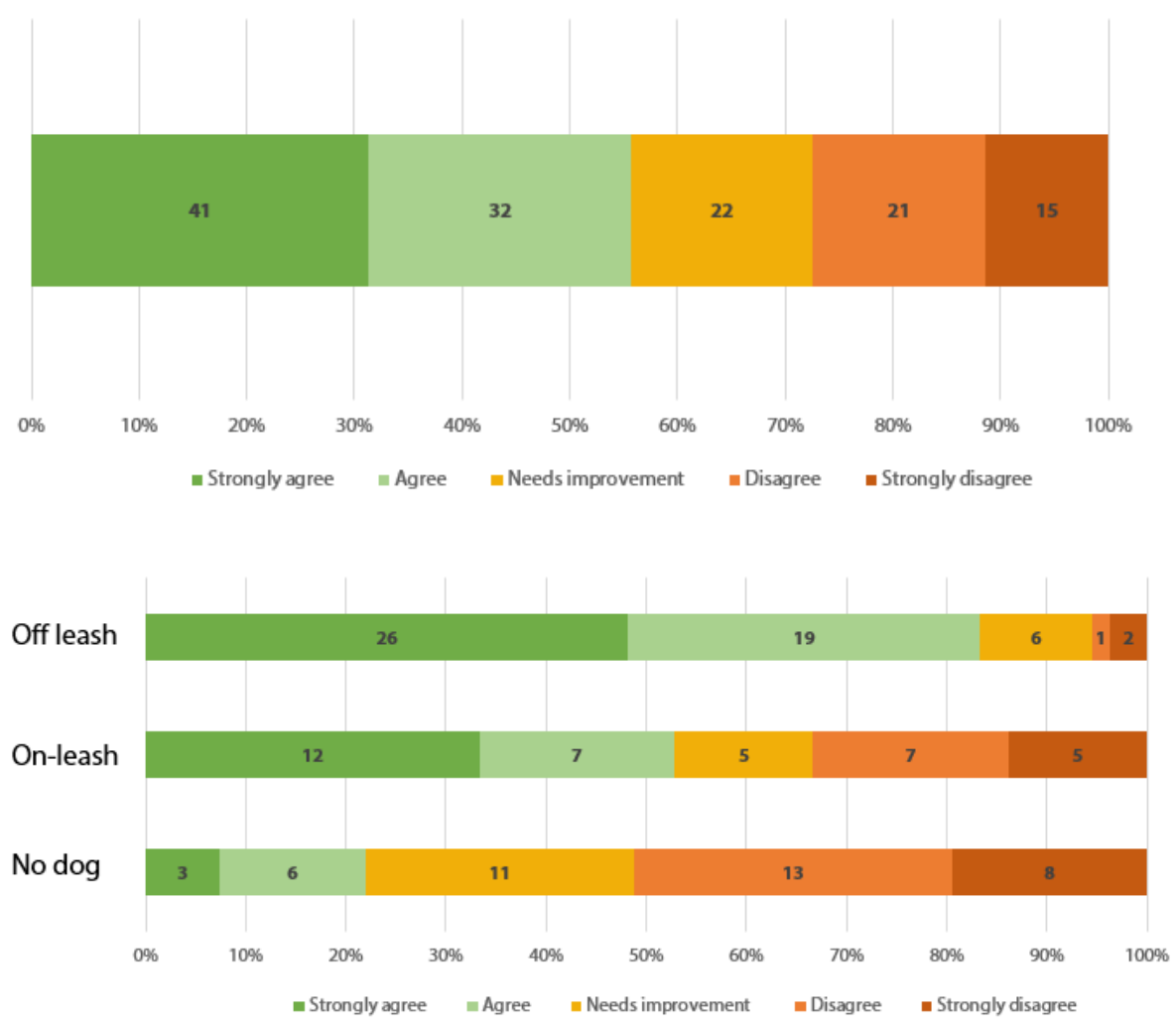
3. Signage indicating leash-optional area was easily identifiable and well-marked



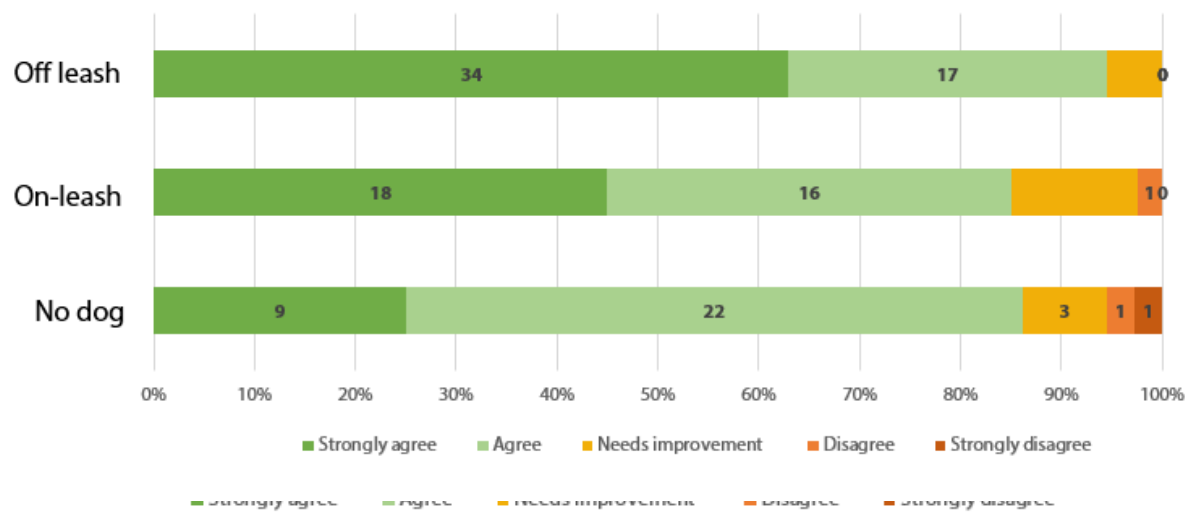
4. Dogs on and off-leash interacted respectfully in the space



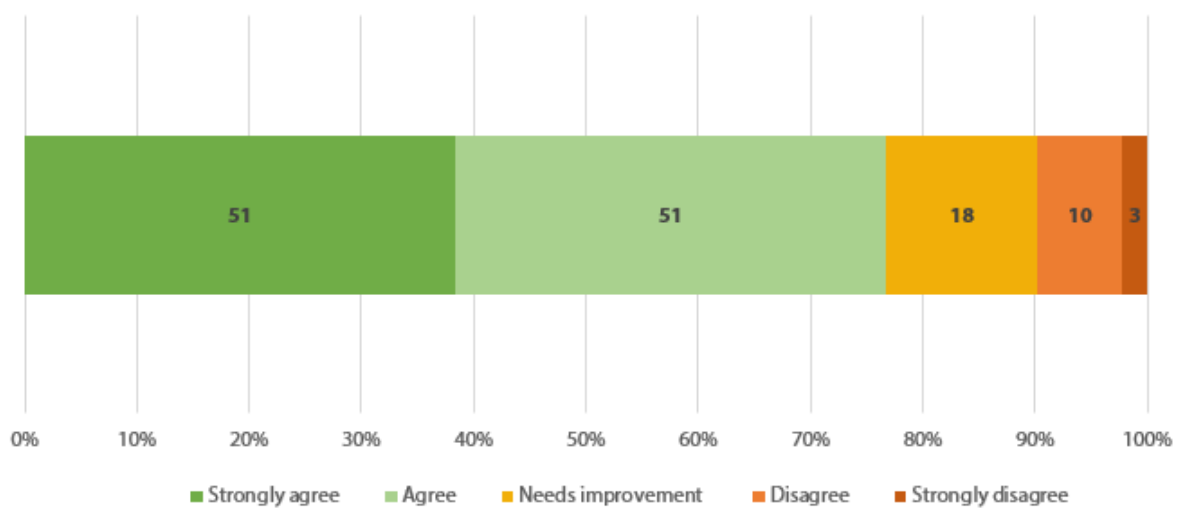
5. Dog owners picked up waste and disposed of it in the proper receptacles

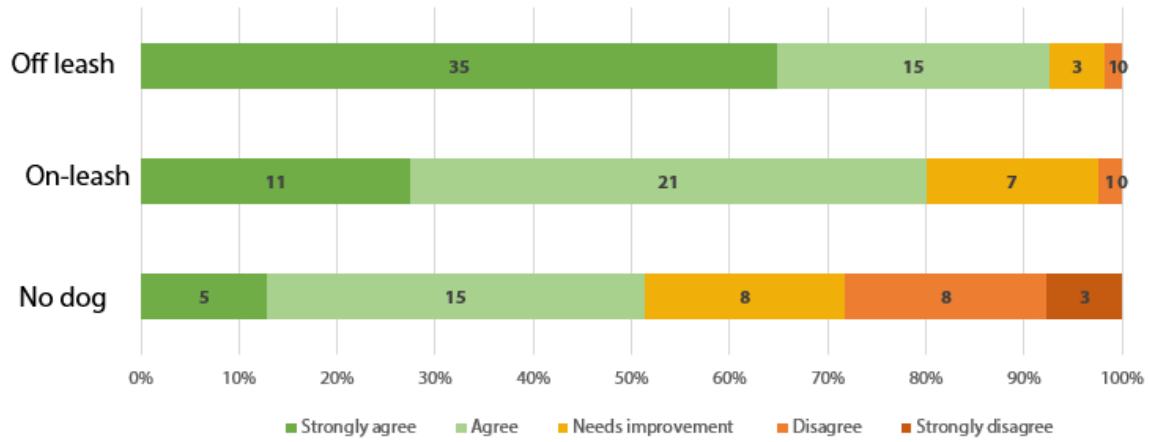


6. Dog bags were provided and available

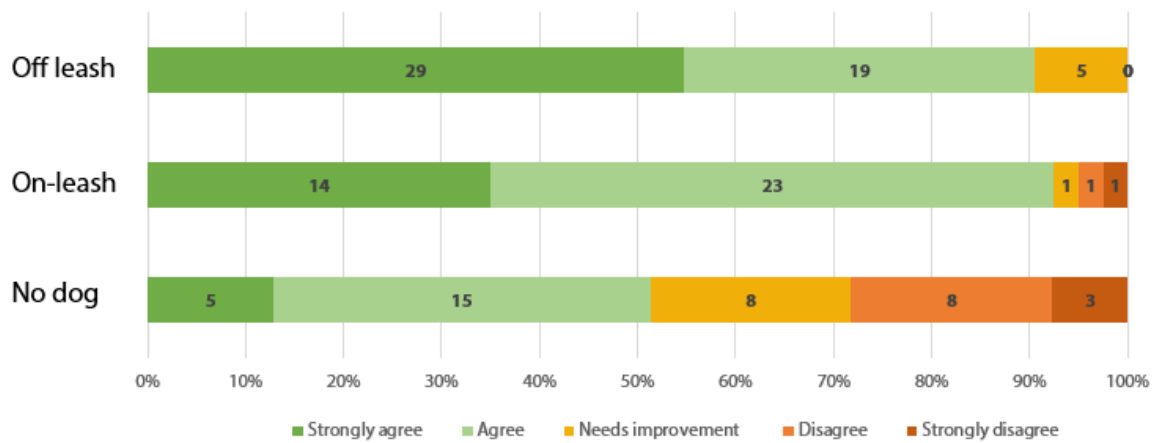
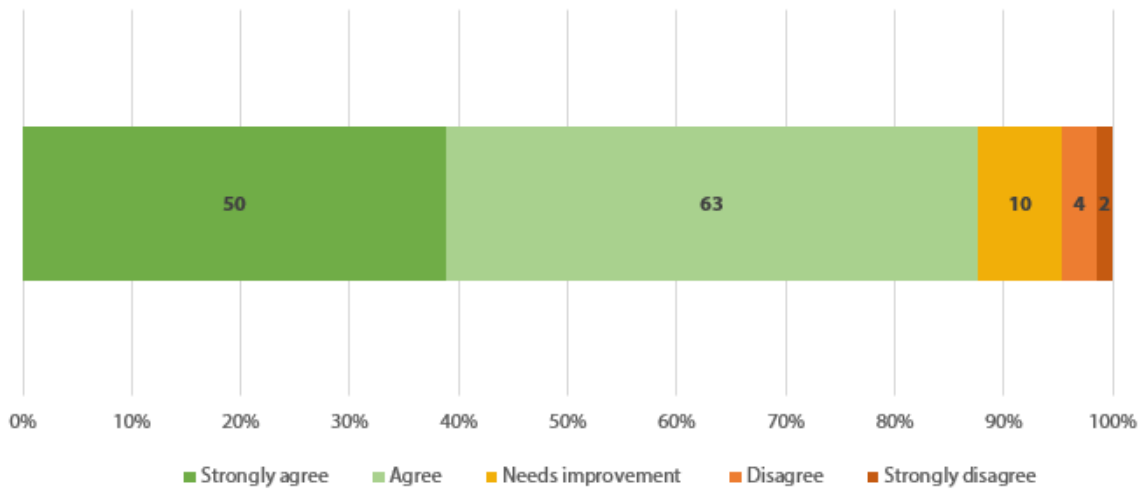


7. Grounds were maintained with minimal wear on turf

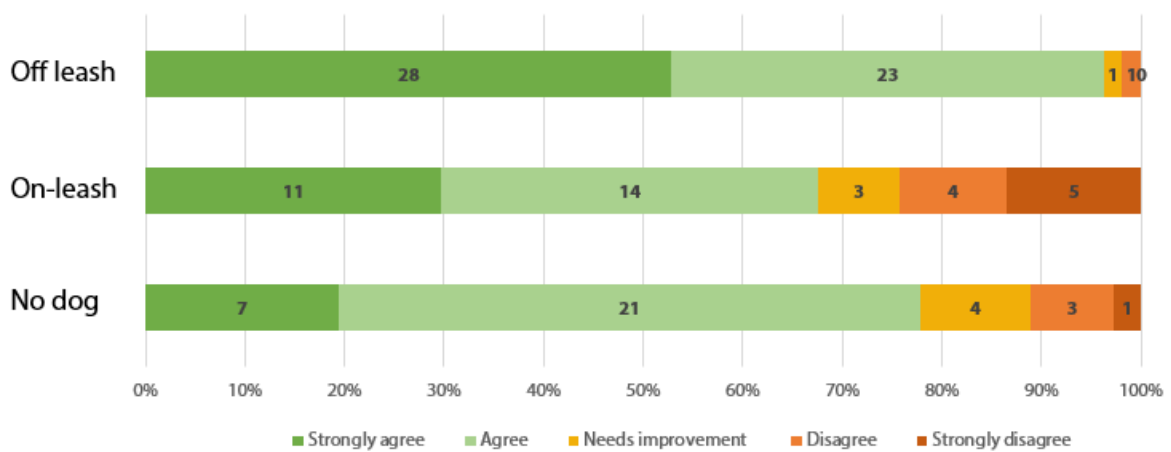
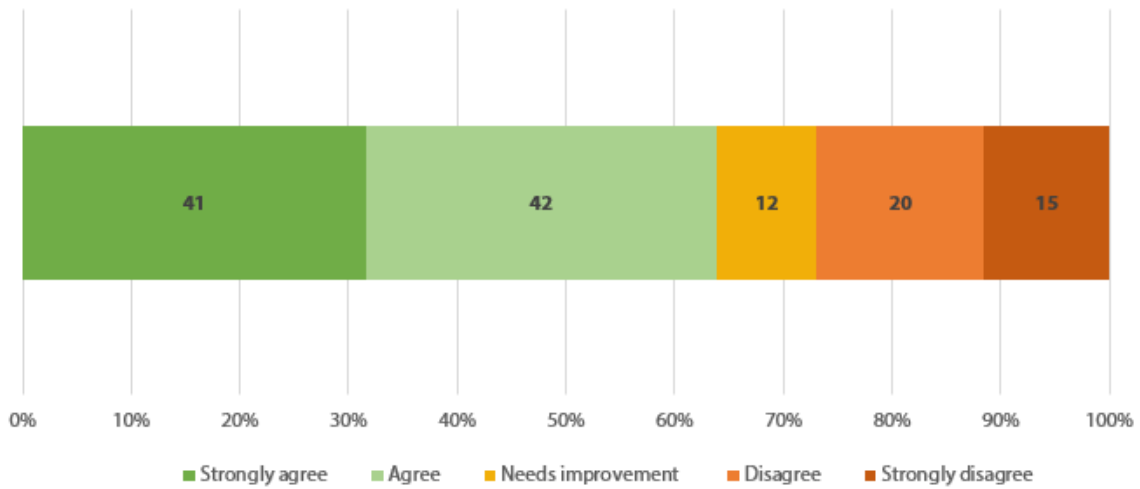




8. Garbage bins were easily available and emptied regularly



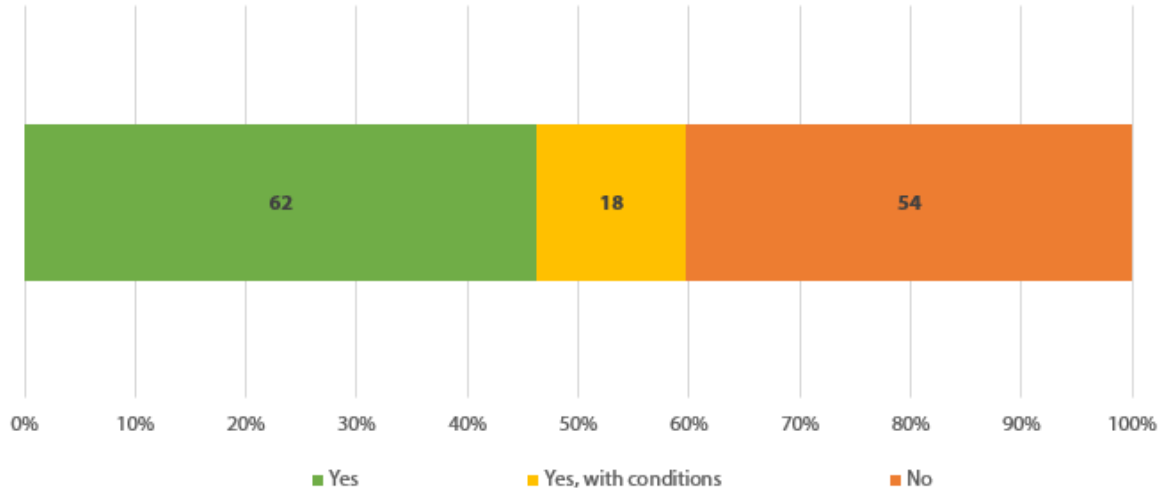
9. Urban wildlife was respected (dogs did not chase ducks, deer)



10. Do you have any recommendations for improving any of the above statements?

- Additional bins and bag dispensers
- Fencing along South Main side would feel safer
- Rules need to be enforced
- Boundaries need to be more defined
- More signage (within designated areas, and clear beach rules)

11. Would you support making this a permanent leash-optional area?



Those that responded 'No' or 'Yes, with conditions' were invited to elaborate:

What are your conditions for making it a permanent leash-optional area?

- Fencing along South Main
- Regular monitoring from bylaw officers

Please share why you do not support making this a permanent leash-optional area

- Dogs off leash need to be fenced in
- Prefer to keep area's use as it currently is
- Concern for being approached by dogs off leash without recall
- Safety concerns for small children and wildlife
- Concern dog owners don't pick up waste

12. Are there other areas the City should look at as potential leash-optional areas?

- Helley Beach
- Skaha Park baseball diamonds (when games not in play)
- Kings Park
- Sudbury Beach
- Walkable beach access in the south end
- Library lawn area
- Parkway elementary school yard

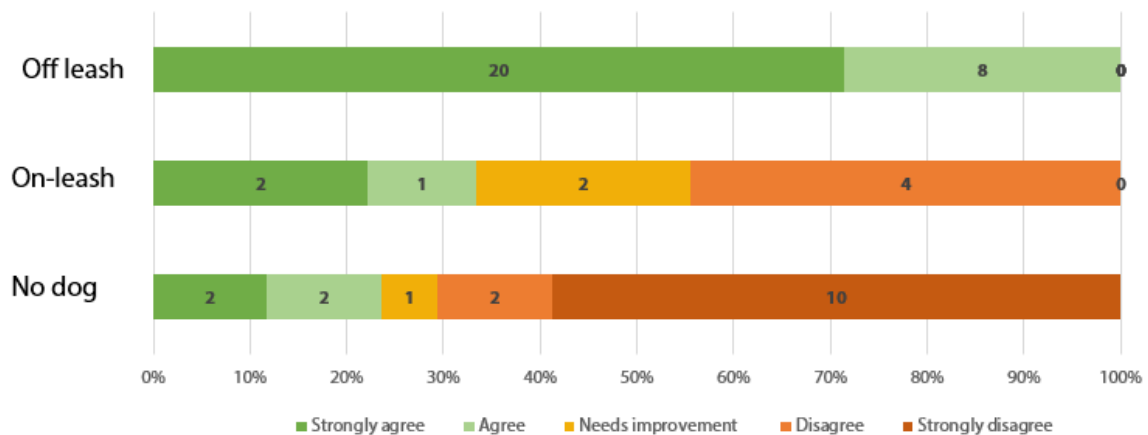
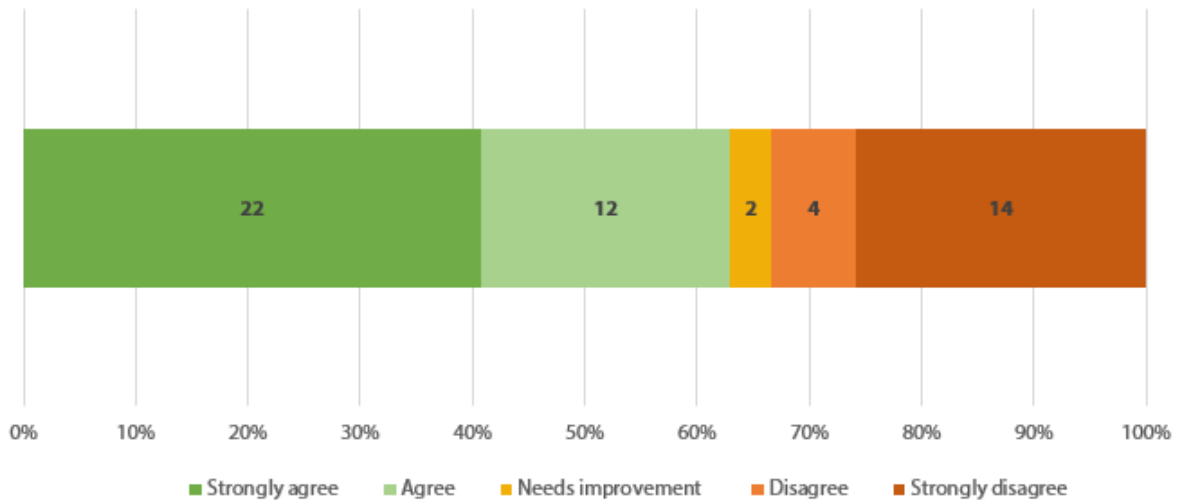
13. Is there anything else related to this pilot project you would like the City to know?

- Comments that there are too many dog owners going off leash without proper recall
- Comments that dogs off leash should be fenced in
- Comments of appreciation
- Concern for conflicts between dogs and children
- Desire for rules to be enforced and greater presence of bylaw monitoring

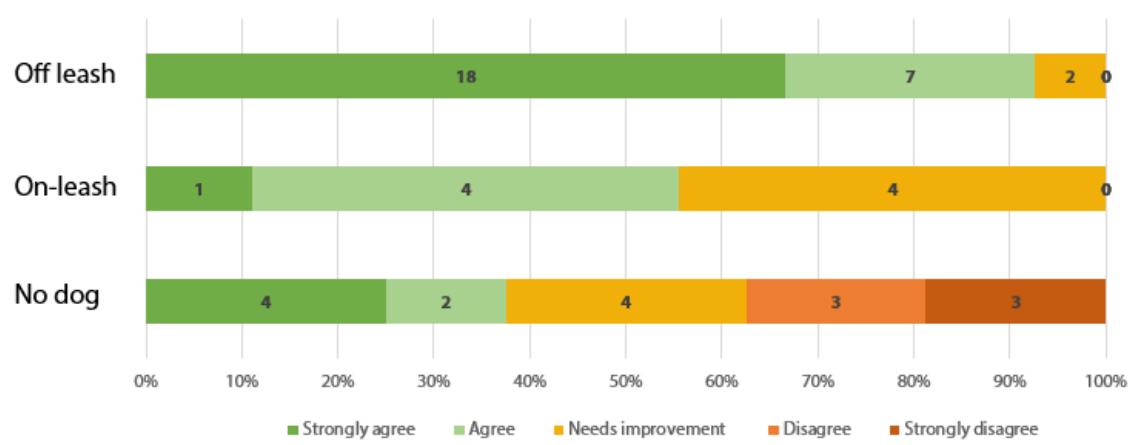
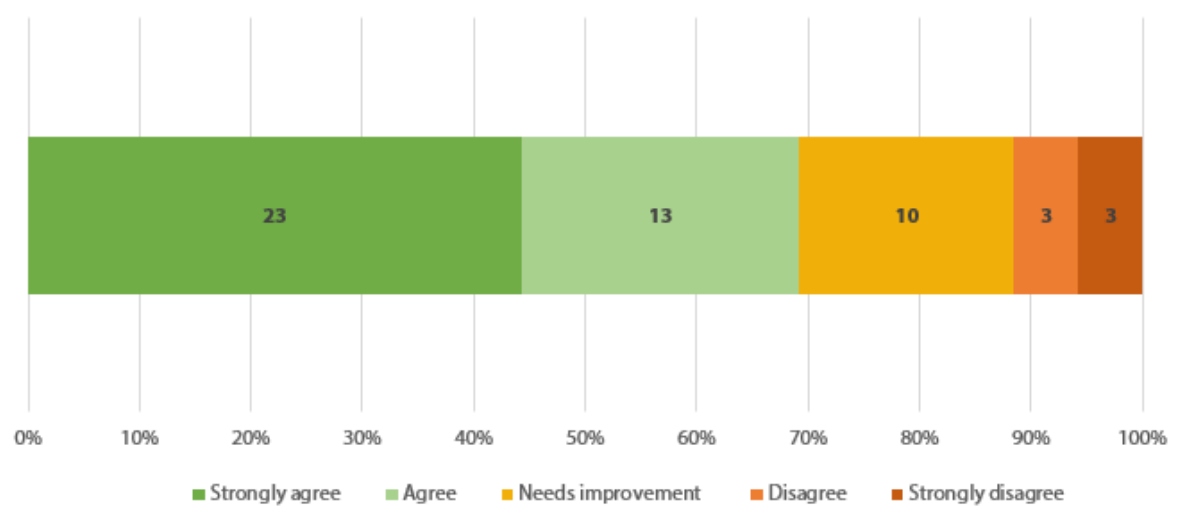
Water Treatment Plant

Respondents: 54

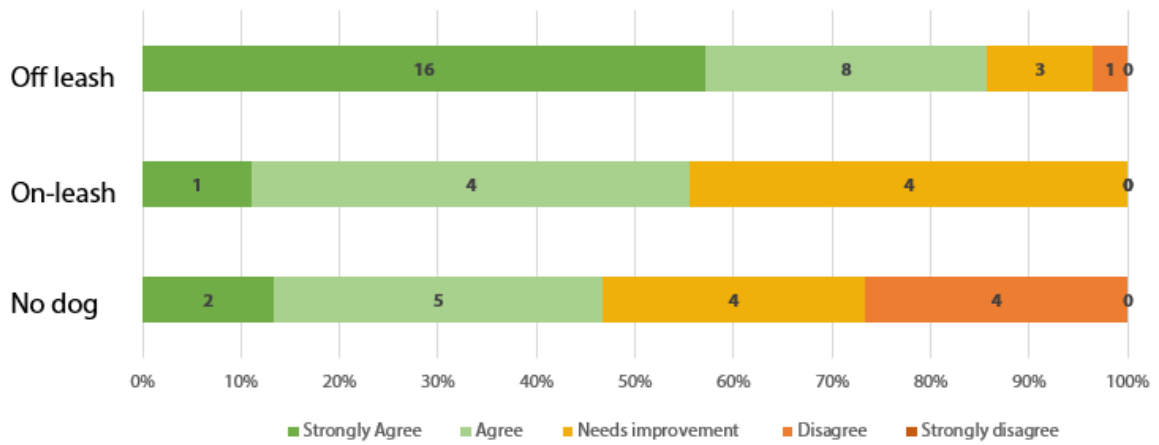
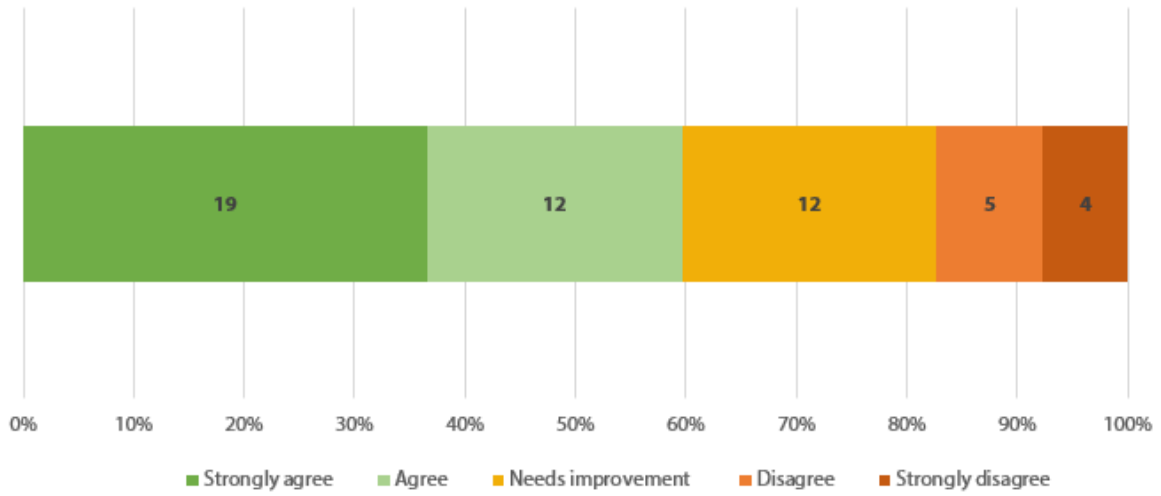
1. I felt safe travelling through leash-optional area



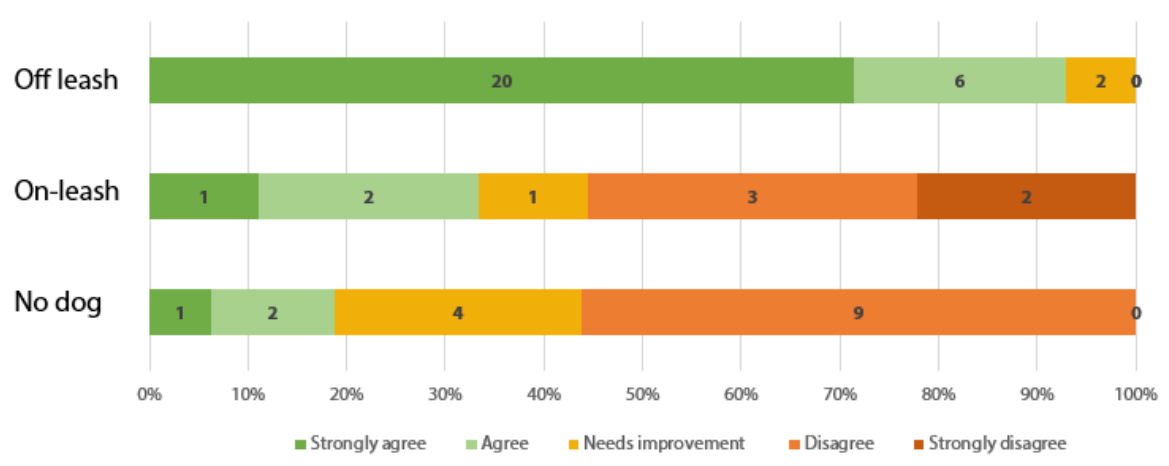
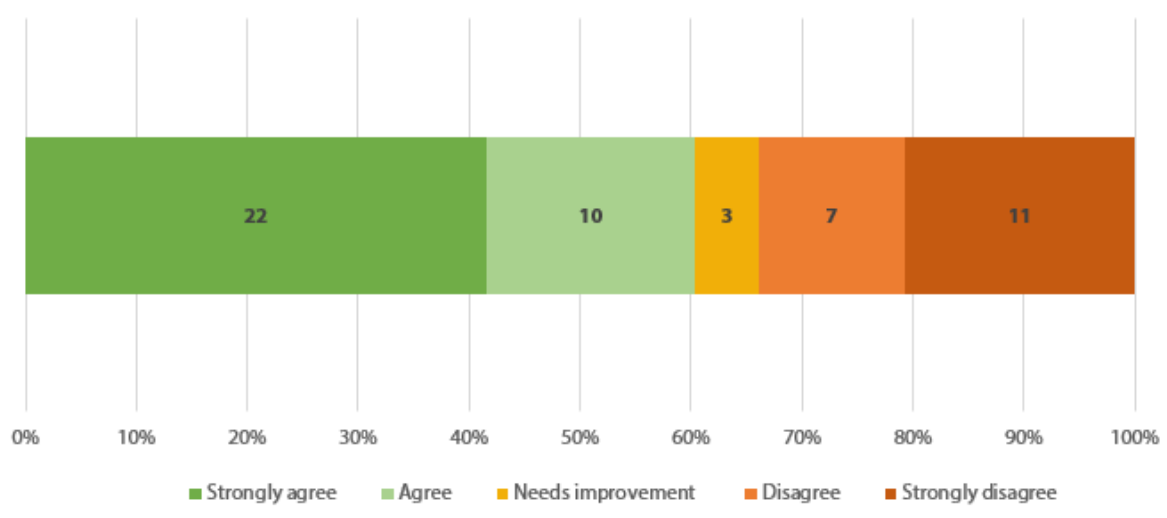
2. Rules for leash-optional use were clear and easy to understand



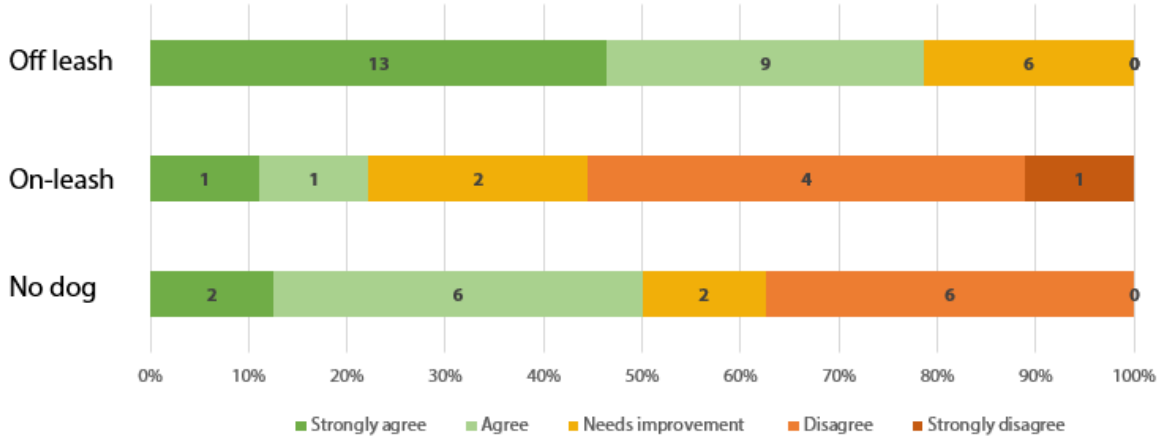
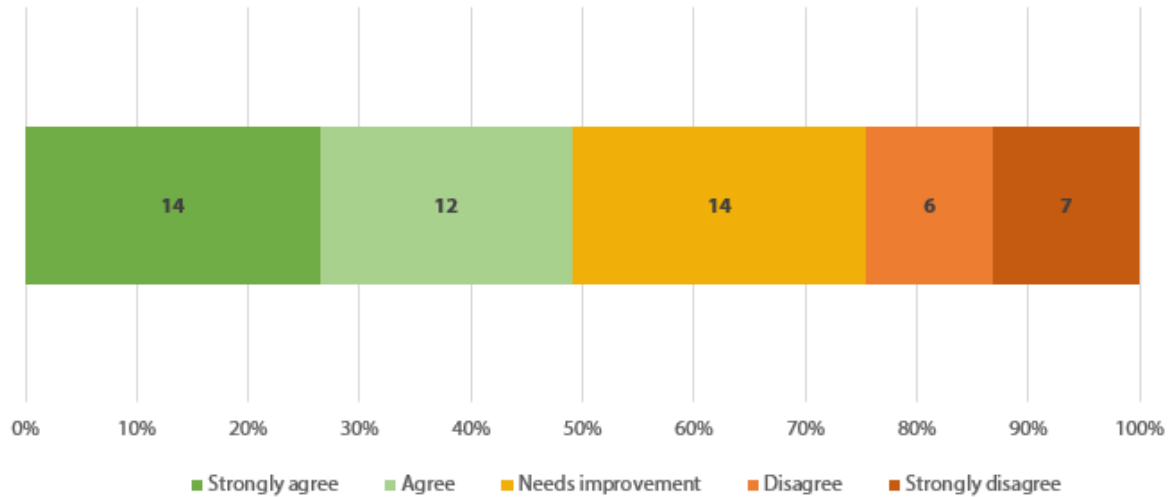
3. Signage indicating leash-optional area was easily identifiable and well-marked



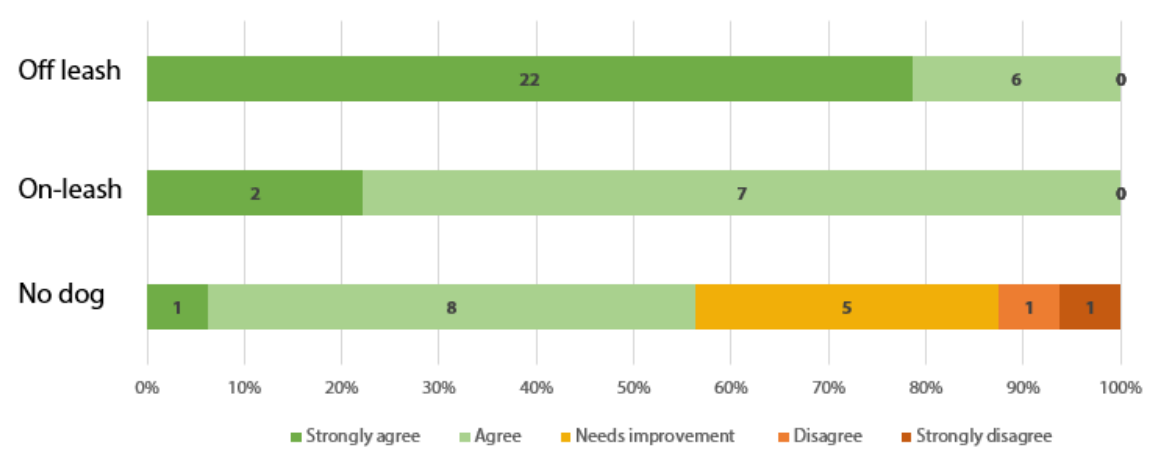
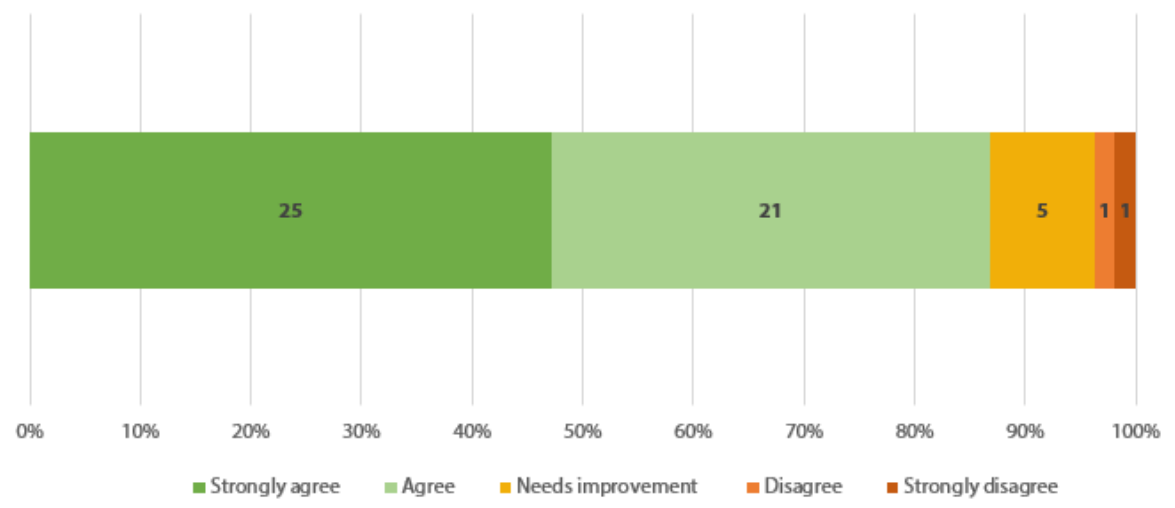
4. Dogs on and off-leash interacted respectfully in the space



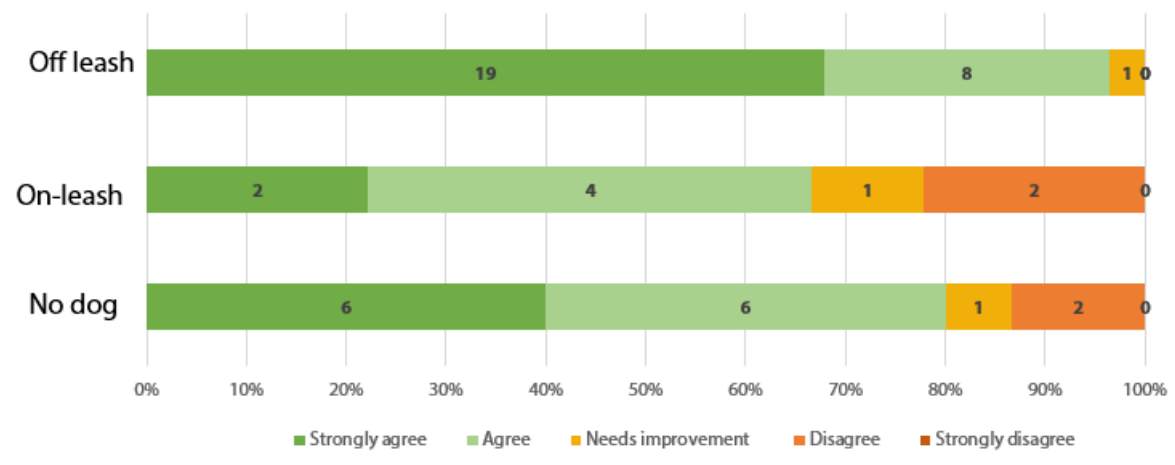
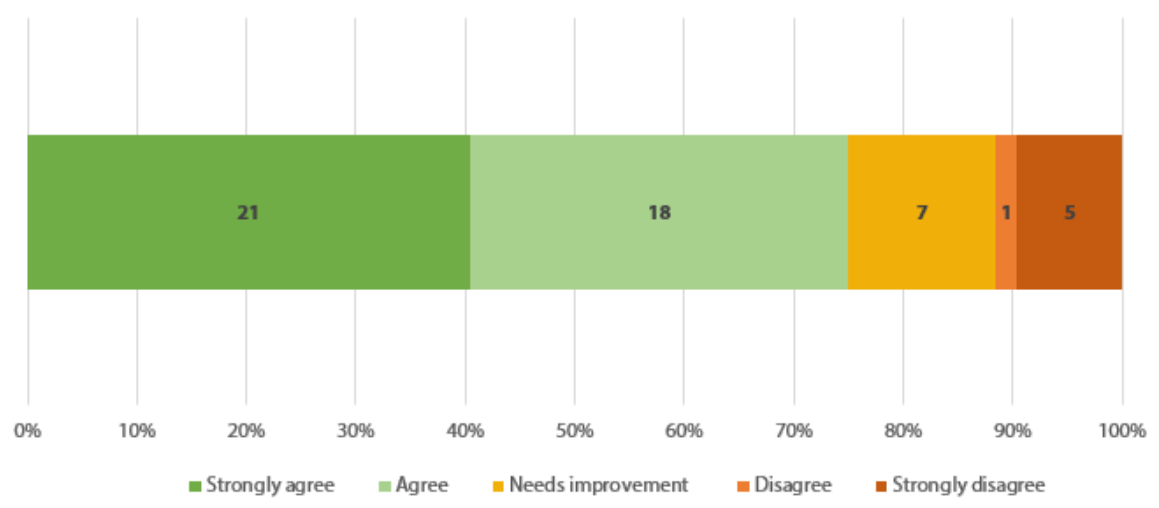
5. Dog owners picked up waste and disposed of it in the proper receptacles



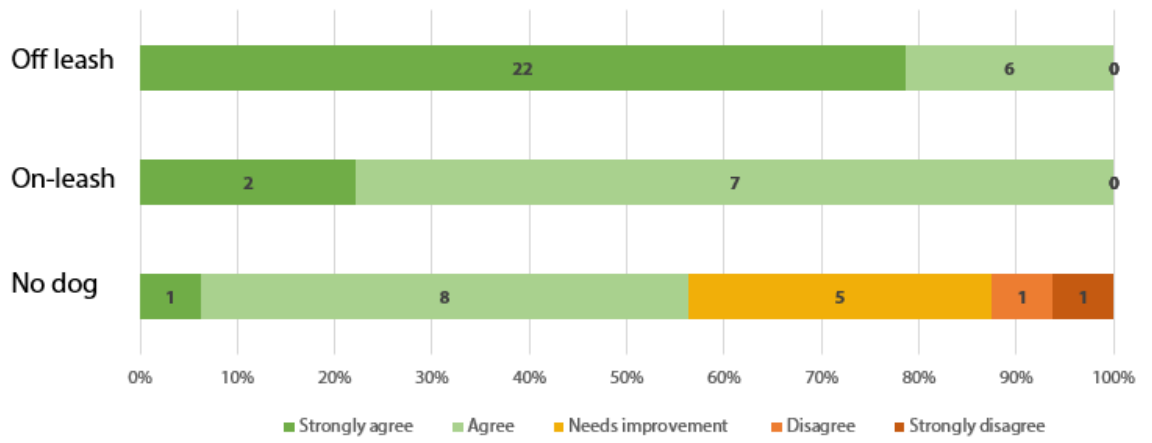
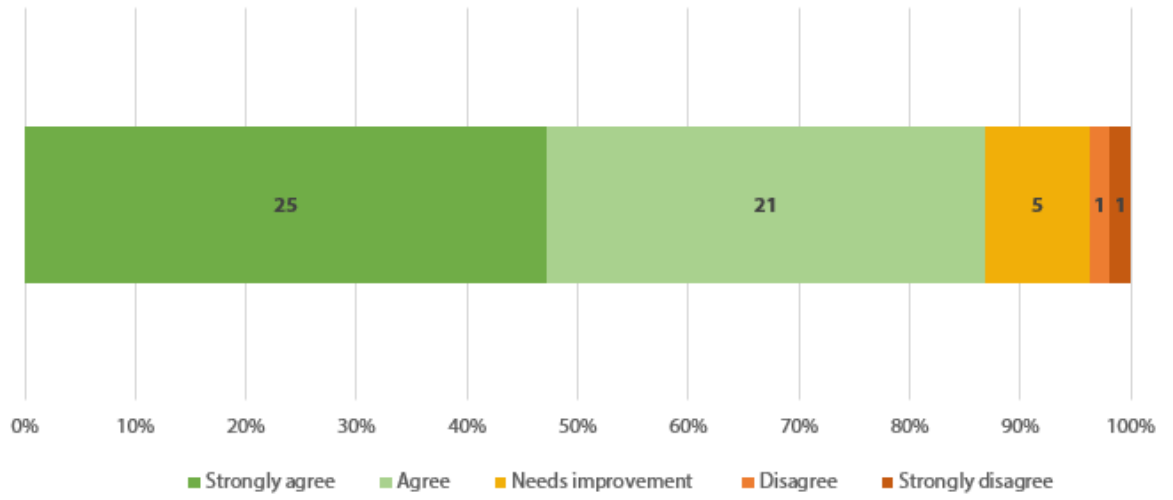
6. Dog bags were provided and available



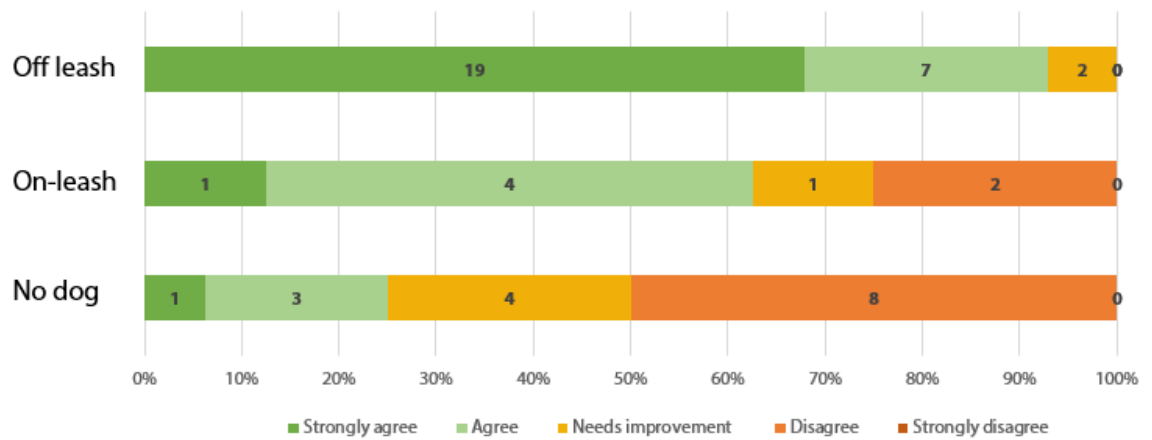
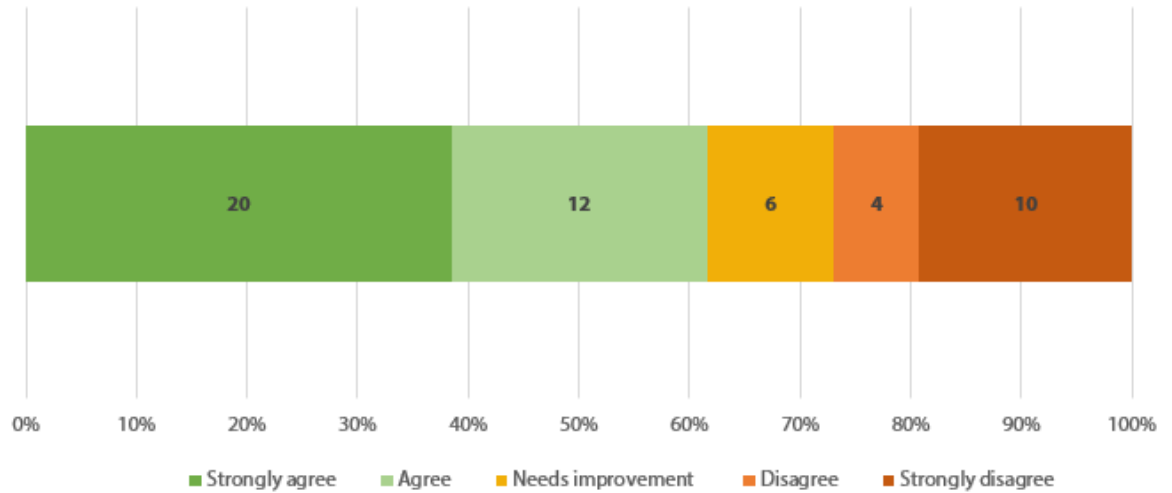
7. Grounds were maintained with minimal wear on turf



8. Garbage bins were easily available and emptied regularly



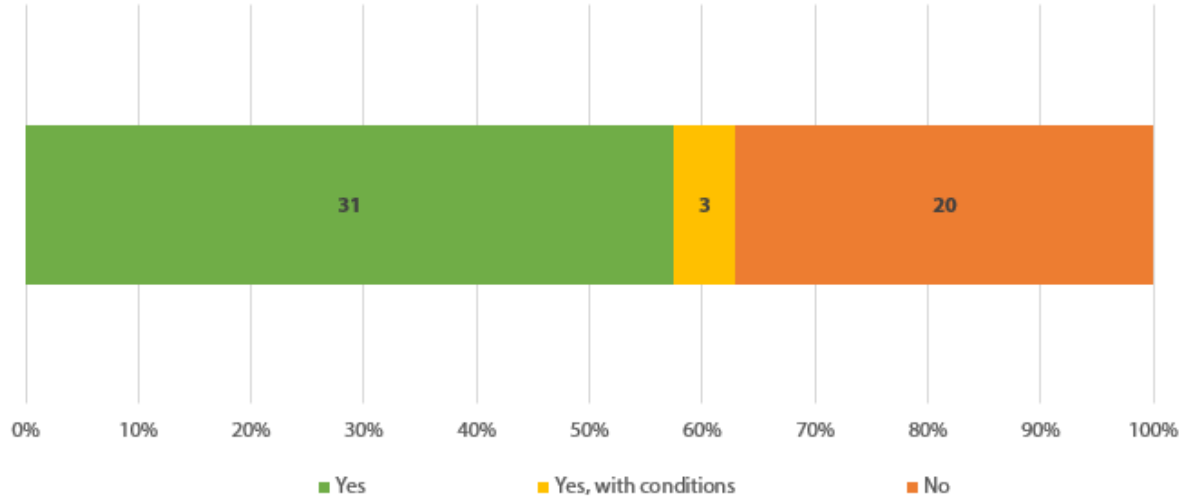
9. Urban wildlife was respected (dogs did not chase ducks, deer)



10. Do you have any recommendations for improving any of the above statements?

- Leash optional spaces should be away from essential birding areas
- More bins and bags along the route

11. Would you support making this a permanent leash-optional area?



Those that responded 'No' or 'Yes, with conditions' were invited to elaborate:

What are your conditions for making it a permanent leash-optional area?

- Road signage to keep vehicles from speeding
- Lights along route
- Add fencing
- Add water stations

Please share why you do not support making this a permanent leash-optional area

- Concern for personal safety, safety of children
- Concern for wildlife in the area
- Concern for being approached by dogs off leash without recall
- Safety concerns for small children and wildlife
- Concern dog owners don't pick up waste

12. Are there other areas the City should look at as potential leash-optional areas?

- Three blind mice and Campbell Mountain hiking areas
- Wiltse trails
- Upper field at Entre-lacs on Penticton Avenue
- Mariposa Park
- School grounds outside of regular hours

13. Is there anything else related to this pilot project you would like the City to know?

- Comments of appreciation
- Desire to see fines for those that don't pick up waste

6.o Conclusions

The main goal of the engagement process was to gather feedback on park users' experiences, whether the people in the space were without a dog or had a dog on or off-leash and whether they perceived the space facilitated the shared use.

The following are the key conclusions that emerged through the engagement period process:

- The majority of respondents (47.9%) were attending the trial spaces as a dog walker, off-leash, followed by 31% attending as a park user without a dog, and 21% attended as a dog walker on-leash.
- The majority of respondents agreed or strongly agreed (64.3%) that they felt safe walking through the leash-optional spaces. 8.2% felt their safety needs improvement, and 27.4% disagree and strongly disagree that they felt safe traveling through the leash-optional area.
- 69.6% agreed and strongly agreed that the rules for leash-optional use were clear and easy to understand. 15.7% felt the rules for use needs improvement, and 14.8% disagree and strongly disagree the rules for use were clear and easy to understand.
- The majority of respondents agreed and strongly agreed (61.8%) that signage indicating the leash-optional area was easily identifiable and well-marked. 24.1% felt the signage needs improvement, and 14.2% disagree and strongly disagree that the signage was easily identifiable and well-marked.
- 63.3% of respondents agree and strongly agree that dogs on and off-leash interacted respectfully in the space, with 7.5% saying this needs improvement, and 29.2% disagree and strongly disagree the dogs on and off-leash interacted respectfully.
- 64.8% of respondents agreed and strongly agreed that dog owners picked up waste and disposed of it in the proper receptacles. 15% felt this needs improvement and 20.1% disagree and strongly disagree that waste was disposed of properly.
- 88% of respondents agree and strongly agree that dog bags were provided and available. 10.1% felt this needs improvement and 1.9% disagree or strongly disagree.
- 82.2% of respondents agree and strongly agree that the grounds were maintained with minimal wear on turf. 10.8% felt this needs improvement and 6.9% disagree and strongly disagree that the grounds were maintained with minimal wear on turf.
- 85.1% agree and strongly agree that garbage bins were easily available and emptied regularly while 11% felt this needs improvement. 3.7% disagree or strongly disagree that the garbage bins were easily available and emptied regularly.
- 68.8% of respondents agree and strongly agree that urban wildlife was respected, while 9.2% felt this needs improvement. 22% disagree and strongly disagree that urban wildlife was respected.

Next Steps

The feedback gathered through the engagement program has been considered while finalizing the recommendations proposed on whether any of the trial spaces become permanent leash-optional use. It will also be shared with Council and the community-at-large.

Appendix A - Engagement Timeline

The following list summarizes the main methods that were used to raise awareness about the pilot program and the opportunities for residents to provide feedback through the six-month community engagement period that took place between March 1 and August 31, 2024:

Date	Activity
Feb. 15	Press Release
Feb. 27	Onsite signage installed
March 1	Project information and feedback form on www.shapeyourcitypenticton.ca
March 1	Press Release
March 1	Newspaper ads
March 4	Social media post
March 5	Eblast
March 18	Social media post
March 20	Council Open House
April 2	Social media post
April 9	Eblast
April 25-Sept. 7	Recreation Guide ad
May 6	Social media post
June 5	Service announcement
June 24-July 5	Radio ads
July 3	Social media post
August 7	Social Media
August 9	Newspaper ads
August 28	Social media post

August 31

Feedback closes

October 18, 2024



Council Report

penticton.ca

Date: January 28, 2025
To: Anthony Haddad, City Manager
From: Sheri Raposo, Land Administrator
Address: 500 Edmonton Ave, Penticton, BC

File No: 4320-80

Subject: License to Use Agreement: Penticton Safety Village Society

Staff Recommendation

THAT Council approve the ten (10) year nominal rate License to Use Agreement with the Penticton Safety Village Society for the use of 500 Edmonton Avenue; for the purpose of the operation of a Children's Safety Village and equipment storage.

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

Strategic priority objective

Vision: Penticton is a connected, resilient and healthy waterfront city focused on safety, livability and vibrancy.

Background

In 1984 the Cops for Kids Charitable Society fully funded and built the Penticton Safety Village.

The Safety Village is run by the Penticton Safety Village Society (Society) as a registered non-profit organization. The Society is a community hub for biking, events, and safety education. This year is their 40th anniversary.

This unique mini village boasts a network of streets, buildings, and a fire safety house. Each year, it welcomes thousands of children, offering essential lessons in bicycle safety, pedestrian awareness, and emergency response training, thereby becoming an integral component of regional educational initiatives.

For many years the Society was used primarily for hosting school bike safety training and birthday party rentals. Over the past couple of years, they have started to expand their use.

In 2021, in conjunction with the Kiwanis Club of Penticton they hosted the 1st annual Halloween event, which attracted over 200 kids plus their parents. Three years later this event now attracts over 500 children plus their parents.

In 2023, they added a Canada Day event as well as a Christmas Whoville event, and they foresee these as being annual events. This year they also added half day morning summer camps for school aged children. Each week was themed with different guided activities, crafts and games. The camps were offered at affordable rates and will continue next year.

The facility is accessible, no cost or very low cost, and adored by generations of area residents. In total, over 4000 children come through the gates each season. Each year they welcome about 70 elementary school classes, serve 13 local schools and 10 neighbouring community schools, and many childcare facilities, totalling approximately 1500 students into the facility where they can hop on a bike. The facility has approximately 40 bikes in the program which they received by donations or by grants to purchase new bikes. Children can either bring their own bikes or utilize the bikes that are provided onsite. The children receive a road safety lesson and a helmet and bike fitting lesson.

As well as bike safety, a major component of the programming provided by the Society is fire safety education in the two-story firehouse. They also offer 911 training and pedestrian safety training.

In 2020, after a Committee of the Whole presentation by the Safety Village Society, Council provided staff with the following direction.

268/2020

It was MOVED and SECONDED

THAT Council direct staff to work with the Penticton Safety Village to establish a three year licence to use for the use of 490 Edmonton Avenue and return to Council for final approval.

CARRIED UNANIMOUSLY

Following the resolution in 2020, staff have worked closely with the Safety Village Society, to determine options on enhancing public access. During this time, the current LTU Agreement has continued on a month-to-month basis.

On September 10, 2024, Council approved the Penticton Safety Village Society's Phase 2 application for \$131,000 as part of the Connected Community Capital Program, to be included in the 2025 – 2029 Financial Plan. The project will see the Society getting a new metal structure for shade, some roadwork, refurbishment of the aging traffic signal infrastructure, accessibility improvements at the entrance of the park, additional picnic tables, and additional bike parking. The total project cost is anticipated to be \$137,000, with the Society contributing \$6,000.

On December 3, 2024, staff brought forward the request to Council to refer the five (5) year renewal of the License to Use Agreement to the Parks & Recreation Advisory Committee for their review and recommendation with the following outcome:

8.4 License to Use Agreement: Penticton Safety Village Society

Re: 500 Edmonton Avenue

358/2024 It was **MOVED** and **SECONDED**

THAT Council refer the renewal of a five (5) year nominal rate License to Use Agreement to the Penticton Safety Village Society for the use of 500 Edmonton Avenue; for the purpose of the operation of a Children's Safety Village and equipment storage 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 Parks and Recreation Advisory Committee (PRAC) recommendation. City staff completed their final procedural step and presented a report and a recommendation to the PRAC Committee on January 22, 2025, with the following outcome

4.1 License to Use Agreement: Penticton Safety Village Society (500 Edmonton Ave)

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee recommend that Council direct staff to renew a ten (10) year nominal rate License to Use Agreement to the Penticton Safety Village Society for the use of 500 Edmonton Avenue; for the purpose of the operation of a Children's Safety Village and equipment storage.

CARRIED UNANIMOUSLY

The Committee had a discussion regarding the term of this License to Use Agreement. Committee members agreed that when there is no change in use or operator for these not-for-profit agreements, PRAC should consider a longer-term agreement as, it would free up staff and Council's time. Although the staff recommendation to PRAC was to consider a five (5) year term, the Committee is recommending, with unanimous support, that staff issue a ten (10) year LTU Agreement.

License to Use Summary

Staff have been working with the Safety Village Society to move this park from limited public access, only open during programming and events, to enhancing public access to the park when scheduled programming by the Society is not occurring.

The Society will continue to oversee all of the bookings and host special events in this park, with the park remaining open and accessible to the public at all other times.

With the addition of publicly available park time, the City will be taking on more of a role with the maintenance and upkeep of the park and will be responsible for all standard park and washroom responsibilities. In addition to the programs and events in the park the Society will be responsible for the maintenance, and upkeep of the outbuildings.

Financial implication

Under the proposed License to Use Agreement, the Safety Village Society has a license to use the property for a \$1.00 nominal rate. The Society will continue to be able to apply for annual tax exemptions through the Permissive Tax Exemption program and for 2024 received an exemption estimated at \$7,087.

As the City is assuming more responsibility for the grounds and washrooms in this Park, the estimated cost implications to the City for the maintenance and upkeep of the park are approximately \$32,000 annually. This amount is included in the recently deliberated 2025 operating budgets and adopted December 17, 2024.

Analysis

Penticton Safety Village Society delivers a unique, engaging, and practical safety education experience in a community-favored, accessible, and affordable setting. By blending fun learning with critical safety training, fostering a safer, more informed community.

Alternate recommendations

THAT Council direct staff to enter into a five (5) year License to Use Agreement with Penticton Safety Village Society, for the purpose of operating a Children's Safety Village and equipment storage located at 500 Edmonton Avenue.

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

Attachments

Attachment A – Aerial View of Licensed Area

Respectfully submitted,

Sheri Raposo
Land Administrator

Concurrence

General Manager, Infrastructure KD	Director, Finance & Administration AMC	Director, Community Services KJ	City Manager AH
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ATTACHMENT A

Aerial view of Licensed Area shown outlined in red





Council Report

penticton.ca

Date: January 28, 2025
To: Anthony Haddad, City Manager
From: Steven Collyer, Housing & Policy Initiatives Manager and
 Jamie Lloyd-Smith, Social Development Specialist
Subject: Affordable Housing Pilot Funding Program Extension

File No: RMS/5080-01

Staff Recommendation

THAT Council approve a one-year extension of the Affordable Housing Pilot Funding Program to run to the end of February 2026;

AND THAT the remaining \$79,700 allocation from the Affordable Housing Reserve be available for the extended program;

AND THAT the 2025-2029 Financial Plan be amended accordingly.

Strategic Priority Objective

Vision: Penticton is a connected, 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.

Livable & Accessible: The City of Penticton will proactively plan for deliberate growth, focusing on creating an inclusive, healthy, and vibrant community.

Background

In February 2024, Council approved a one-year pilot program offering financial support and early partnership with non-profit housing providers at an early stage of affordable housing developments. The program intent was to support the pre-development work required for capital funding applications, including architectural design, appraisals, technical reviews, and legal work. The program was launched in March 2024 and made available to the non-profit housing sector to apply.

The City received three applications over the initial one-year pilot, with one approved and two pending. One application was for \$20,300 to support pre-development work by a non-profit to acquire a rental apartment building with assistance from the Provincial Rental Protection Fund. That application was approved and

ultimately the acquisition through RPF was completed, helping to secure an existing 14-units of affordable housing for the long-term, moving the units from market rates to a not-for profit model.

A second application was received for pre-development work related to the City-owned BC Builds opportunity on Eckhardt Ave W. As the application was received during an open bid process, the BC Builds team leading the procurement call advised the City to wait on approving any pre-development funds until a successful proponent for that project was selected, in which case financial assistance can be provided retroactively and help support partnership among the City and proponent as that project proceeds to construction.

A third application was received for pre-development support to construct an apartment on City-owned land at 10 Galt Avenue (former Shielings Motel). The development team is preparing the Community Housing Fund application to BC Housing for that project at the next open call, expected in early 2025.

Financial Implication

In February 2024, Council endorsed up to \$100,000 from the Affordable Housing Reserve for the pilot program. To date, \$20,300 has been committed, leaving \$79,700 allocated to the program but not spent. The proposed program extension would make this remaining amount available for applications over the next year. To clarify, staff are not recommending any additional funds be added to the program at this time. It is estimated this amount could support 2-4 additional projects at an important early stage.

The Affordable Housing Reserve is contributed to by developers with projects exceeding the typical Zoning Bylaw maximum density allowance. The reserve is not funded through general taxation.

Climate Impact

Future housing developments that emerge through partnerships in the Affordable Housing Reserve Pilot Funding Program will need to comply with the 'Big Moves' of the Community Climate Action Plan. Future developments shall meet the BC Energy Step code requirements for energy efficiency, local bicycle parking requirements, and local electric vehicle (EV) ready requirements through the development approvals process.

Analysis

Given that 2024 was a provincial election year, there were few capital funding windows that year, notably with the absence of the provincial Community Housing Fund (CHF) which is one of the primary funding streams for affordable housing projects in BC. As such, there was limited uptake in the City's pilot program. It is expected the next round of capital funding will be available in early 2025, and as such staff are recommending the Affordable Housing Pilot Funding Program be extended for another year so that non-profit housing providers may apply for the remaining funds (\$79,700) to support affordable housing development in the City. Staff are aware of several potential projects with emerging partnerships through the Social Housing and Infrastructure Plan process which will be interested in this unique, local funding and partnership opportunity.

Success is measured with this pilot program by how many projects receive early funding and partnership support and then proceed through funding and development processes. The 2023 Housing Needs Assessment notes the need for between 172 and 231 non-market homes by 2031. Extending this pilot program provides

City support to achieving this goal by leveraging money already collected by private development for this purpose.

The program highlights the importance of partnerships and represents a tangible way the City can support affordable housing beyond solely providing the regulatory environment to do so. Learnings from the first year showed the value of early partnerships for staff to provide technical expertise and align with other upcoming projects and consensus-building through the Social Housing and Infrastructure Plan process. The partnerships emerging through this program, combined with the City financial contribution, represent the City’s important ongoing efforts to support high-quality non-market housing capital funding applications, increasing the likelihood to successful funding for new projects in Penticton.

It has been well-documented that Penticton faces a housing affordability challenge. To grow the affordable housing supply, local contributions of land and cash are required to leverage much greater funds available from the provincial and federal governments. The City has money in the Affordable Housing Reserve Fund which could be utilized to support non-profit housing providers to apply for capital funding to develop more affordable housing in Penticton. Lack of pre-development funding has been identified by 100 More Homes partners as a challenge for non-profits to put their best foot forward with their capital grant applications to competitive provincial and federal funding streams.

As such, staff are recommending that Council extend the Affordable Housing Reserve Pilot Funding Program, making the remaining \$79,700 allocated to the program in February 2024 available to non-profit applications over 2025. Staff would report back to Council at the conclusion of the 1-year pilot extension with results and recommendations for next steps.

Alternate Recommendations

THAT Council deny a one-year extension of the Affordable Housing Pilot Funding Program.

Attachments

Attachment A – Affordable Housing Reserve Pilot Funding Program Policy (extension)

Respectfully submitted,

Steven Collyer, RPP, MCIP
Housing & Policy Initiatives Manager

Jamie Lloyd-Smith
Social Development Specialist

Concurrence

Director of Development Services BL	Director of Public Safety and Partnerships JC	Director of Finance and Administration AMC	City Manager AH
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Affordable Housing Pilot Funding Program: Guidelines & Application

Planning and Social Development Departments
City Hall – 171 Main St
Penticton, BC V2A 5A9

T: 250-490-2512
E: SocialDevelopment@penticton.ca

Program Overview

The Penticton Affordable Housing Funding Pilot Program was established for the purpose of providing one-time funding through to non-profit organizations in need of pre-development funding in their efforts to build and operate affordable housing. Through this program, the City of Penticton will support non-profit partners with financial assistance to improve the viability and/or affordability of non-market housing developments.

To enhance partnerships between the City of Penticton and non-profit housing operators, this program is intended to not only provide financial assistance, but extra technical support where staff capacity allows such as: project support, technical review of site plans and capital grant applications.

Who Can Apply?

Typically, eligible applicants must be a registered non-profit society or partner with a registered non-profit society that will own and/or operate the housing. If you are not a registered non-profit society, please contact the City of Penticton to determine eligibility prior to submitting a funding application.

Project Eligibility

- Feasibility of project and capacity of non-profit operator
- New development or addition on an existing site that would increase the number of affordable housing units
- Experience (past and local)
- Demonstrate which larger funding initiative is being pursued (i.e. Community Housing Fund (CHF), Federation of Canadian Municipalities (FCM) funding, Canada Mortgage and Housing Corporation (CMHC) funding, etc)
- Timeline and number of units - bonus points based on higher number of possible units

Project Priorities

- Projects that have secured additional forms of capital and operating funding
- Projects desired to offer affordable family housing with two-bedroom or larger units
- Projects targeting youth, seniors, single-parent families, or other equity-seeking groups and individuals facing barriers based on factors such as race, ability, and gender identity, such as: Indigenous people, newcomers, members of the 2SLGBTQIA+ community, racialized people, persons with disabilities, and unhoused people



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- Housing for individuals and families who are either experiencing homelessness or are at risk

Application Guidelines & Requirements

The goal is a flexible program that can be applied for with quick notice to respond to other granting timelines, avoiding the limitations of annual/periodic grant request intakes. With a rolling intake window, staff will work to process all program applications within 3-4 weeks. It's expected the City will limit each application to a maximum of approximately \$50,000 in order to provide opportunities for more projects to utilize the funding program

Approved applications will be held to parameters of their application. They will have the city invoiced for the works agreed upon, and provide the City a record of the final work prepared as a result of the agreement (i.e. plans, report, appraisal, etc.) for City records and to demonstrate what the funds went towards. Throughout the project, applicants are required to submit project updates to the City.

Important Notes

- The City reserves the right to accept or reject any application, or to fund different from the funding framework above without limitation.
- Applicants are advised that the City will publish project eligibility information from applications to demonstrate that the projects have met all the eligibility requirements. Staff will report back to Council on the selected requests and partnerships at the end of the pilot program.
- If all or part of the approved funds remain unspent, the funds must be returned to the City.
- After approval, any changes in the proposed use of funds must be made by formal request and agreement by the City, otherwise funding may be denied.
- Funding recipients must acknowledge funding support from the City of Penticton in all communications materials, media coverage, and verbal promotion pertaining to the project.
- All documentation submitted to the City as part of the funding application becomes property of the City.



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How to Apply

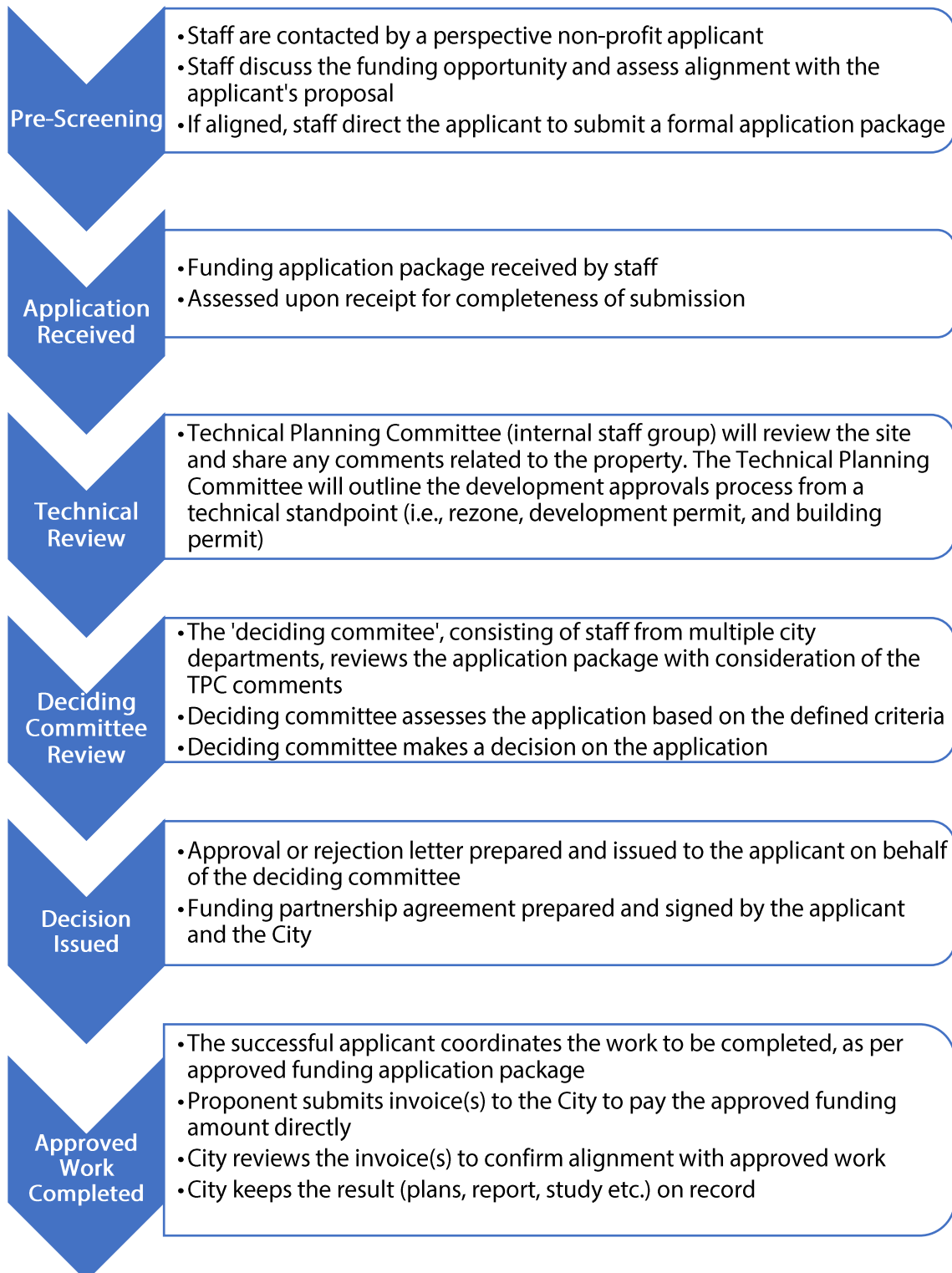
- Contact City staff at SocialDevelopment@penticton.ca for a pre-screening discussion about your project and how the Affordable Housing Pilot Funding Program may apply.
- After pre-screening and initial feedback from city staff, submit the completed Affordable Housing Pilot Funding Program application form (and attachments) to SocialDevelopment@penticton.ca. Funds must be spent by December 31, 2025.



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APPLICATION FORM

- 1. What is the affordable housing project site address?*
- 2. What type of affordable housing is your project? For eligible projects and definitions, please review Program Guidelines.*
- 3. Describe why your organization is qualified to provide housing.*
- 4. Who is the target population being served by the affordable housing project proposed?*
- 5. Please identify and describe which priorities are being met by this project.*
- 6. Describe how your project is affordable to the target population. Include rental rates and what is included in the rent.*
- 7. How many units are in the facility? (current and proposed)*
- 8. What are the sizes of the units (bachelor, 1 bedroom, 2 bedroom, 3 bedroom, 4 bedroom)? (current and proposed)*
- 9. How many units will be designed to be accessible? Describe the building features that will be included to achieve accessibility standards.*



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10. *Describe how this housing project is sensitively integrated into the neighbourhood.*

11. *How will the affordable units benefit the quality of life of the residents who will live in the units?*

12. *What services or programs, if any, will be provided to the residents? Where will these be held?*

13. *How will the housing project be managed? Please identify if there is an on-site manager or caretaker and what hours they will be on site.*

14. *How does this project address Penticton's affordable housing needs?*

15. *Is this project: a) a renovation, or b) new construction? If a), please explain your relocation strategy for existing tenants.*

16. *Who is providing funding to this project? What other funding has been/will be applied for related to this project?*
 - Federal Government:*
 - Provincial Government:*
 - Other:*

17. *How much money is requested from the City's Affordable Housing Pilot Funding Program for this project? Please submit quotes or estimates, if available.*

18. *How will the funds requested be used?*



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19. How will the overall project be sustained and managed? Include your operating scheme for the units.

20. What type of statistical information will be maintained on the affordable housing project? How can the City of Penticton obtain this information?

21. Who are partners in this affordable housing project?

22. Please provide an expected timeline in establishing the housing project. Please indicate when you hope to be open for business.

23. Please attach the following documents:

- *Budget and/or pro forma for the overall affordable housing project, including revenue and expenses for construction and operation;*
- *Mission Statement and Strategic Plan for the project;*
- *Design specifications for construction or renovation, if not already provided during the planning stage; and*
- *No more than three references confirming your ability to develop and manage housing-related projects.*

Name and signature of the person(s) who completed this application.

Name:

Signature:

Name:

Signature:

LEGAL SIGNING OFFICERS (provide copy of business number or society papers).

By signing this document and submitting this application, you confirm the information provided is accurate and complete. The City may delay or decline incomplete applications.

The City of Penticton Planning and Social Development Department thank you for making an application.

The Corporation of the City of Penticton

Bylaw No. 2023-14

A Bylaw to Amend Zoning Bylaw ~~2023-08~~ 2024-22

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~~ 2024-22;

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. 2023-14".

2. **Amendment:**

2.1 Zoning Bylaw No. ~~2023-08~~ 2024-22 is hereby amended as follows:

Rezone Lot 1 District Lot 250 Similkameen Division Yale District Plan 37914, located at 924 Fairview Road, from RD1 (Duplex Housing) to RM2 (Low Density Multiple Housing) as shown on Schedule 'A'.

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

READ A FIRST time this	18	day of	April, 2023
A PUBLIC HEARING was held this	2	day of	May, 2023
READ A SECOND time this	2	day of	May, 2023
READ A THIRD time this	2	day of	May, 2023
RESCIND THIRD reading and give		day of	, 2025
THIRD READING as amended			
ADOPTED this		day of	, 2025

Notice of intention to proceed with this bylaw was published on the 21st day of April, 2023 and the 26th day of April, 2023 in an online news source and the newspaper, pursuant to Section 94.2 of the *Community Charter*.

Julius Bloomfield, Mayor

Angie Collison, Corporate Officer



Schedule A: Zoning Amendment Bylaw 2023-14

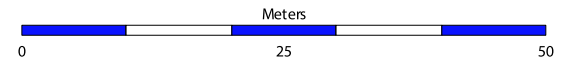


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April 12, 2023 9:04:34 AM



Coordinate System: NAD 1983 CSRSUTM Zone 11N