



## Regular Council Meeting Agenda

Tuesday, May 13, 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](http://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 May 13, 2025 as presented.	
4. Adoption of Minutes	
4.1 <u>Minutes of the April 22, 2025 Regular Council Meeting</u> Staff Recommendation: THAT Council adopt the Regular Council Meeting minutes of April 22, 2025 as presented.	6
5. Consent Agenda Staff Recommendation: THAT Council approve the Consent Agenda: 1. April 16, 2025 Special Accessibility Committee Meeting Minutes; 2. April 22, 2025 Public Hearing Minutes; and 3. April 23, 2025 Parks and Recreation Advisory Committee Meeting Minutes.	15
6. Staff Reports	
6.1 <u>RDOS Appointment</u> Staff Recommendation: THAT Council appoint Councillor Jason Reynen as municipal director to the Regional District of Okanagan-Similkameen (RDOS) with a vote distribution of four (4).	24
6.2 <u>2025 Deputy Mayor Appointments</u> Staff Recommendation: THAT Council approve the Deputy Mayor appointments as outlined in the table in the report dated May 13, 2025 titled "2025 Deputy Mayor Appointments".	27
6.3 <u>BC Transit 2025-2026 Annual Operating Agreement</u>	29

	<p><b>Staff Recommendation:</b>          THAT Council authorize the General Manager of Corporate Services and Corporate Officer to execute the 2025 - 2026 Annual Operating Agreement Conventional and Custom Transit as contained in Attachment 'A'.</p>	
6.4	<p><u>100 More Homes Memorandum of Understanding Extension to December 31,2025</u></p> <p><b>Staff Recommendation:</b>          THAT Council authorize the Mayor and Corporate Officer to extend the 2022-2025 Memorandum of Understanding (MOU) to December 2025, which formalizes the City's relationship with 100 More Homes Penticton and provides additional funding to 100 More Homes in the amount \$45k for 2025;</p> <p>AND THAT Council direct staff to fund the \$45k contribution in 2025 from General Surplus;</p> <p>AND THAT Council direct staff to amend the 2025-2029 Financial Plan accordingly;</p> <p>AND THAT Council direct staff to refer a \$120k contribution for 2026-2028 for a proposed Regional MOU with 100 More homes and the RDOS to the 2026-2030 Financial Planning Process.</p>	44
6.5	<p><u>Update on Emergency Treatment Fund Grant</u></p> <p><b>Staff Recommendation:</b>          THAT Council direct staff to withdraw from the Contribution Agreement with Health Canada for the 2025-2026 Emergency Treatment Fund Grant;</p> <p>AND THAT Council send a letter to Health Canada advising of the City's withdrawal and request they work with Oooknakane Friendship Centre directly.</p>	79
6.6	<p><u>UBCM Regional Community to Community Program</u></p> <p><b>Staff Recommendation:</b>          THAT Council approve the grant application to the Union of British Columbia Municipalities Regional Community to Community Program to receive \$10,000 to support the development of a renewed relationship agreement with snpink'tn Indian Band.</p>	90
6.7	<p><u>2024 Audited Financial Statements</u></p> <p><b>Staff Recommendation:</b>          THAT Council accept the Audited Financial Statements, as co-presented by BDO Canada LLP, for the year ending December 31, 2024.</p>	92
6.8	<p><u>2025 Q1 Financial and Corporate Business Plan Update</u></p> <p><b>Staff Recommendation:</b>          THAT Council receive into record the report dated May 13, 2025, titled "2025 Q1 Financial and Corporate Business Plan Update";</p> <p>AND THAT Council approve amending the 2025 - 2029 Financial Plan to</p>	159



provide for budget amendments noted in the report including:

- Change of reserve draw from OAP Reserve to the Affordable Housing Reserve for \$130,000 for the advancing affordable housing project due to reserve eligibility restrictions;
- Reserve draw from the Asset Emergency Reserve of \$75,000 for fleet equipment replacements;
- Reserve draw from the General Capital Reserve of \$28,000 for small equipment replacement due to failure;
- Reserve draw of \$3,100 from each of the Sewer and Water Capital reserves for vehicle enhancements.

6.9 2024-2026 Council Priorities – Quarter 1 2025 Update 185

**Staff Recommendation:**

THAT Council receive into the record the report dated May 13, 2025 titled “2024-2026 Council Priorities – Quarter 1 2025 Update”.

6.10 Riverside Park ‘Leash-Optional’ Area – Fencing Options 212

**Staff Recommendation:**

THAT Council approve the continuation of a “leash-optional” area at Riverside Park (187 Riverside Drive) without fencing.

6.11 Development Variance Permit PL2025-9985 220

Re: 1165 Kilwinning Street

**Staff Recommendation:**

THAT Council approve “Development Variance Permit PL2025-9985” for Lot 77 District Lots 249 and 250 Similkameen Division Yale District Plan 1159, located at 1165 Kilwinning Street, a permit to vary Section 10.2.2.9.a of Zoning Bylaw 2024-22 to reduce the rear yard setback for a principal building from 6.0 m to 1.55 m.

6.12 Zoning Bylaw Amendment No. 2025-07, Development Variance Permit PL2024-9917, Development Permit PL2024-9915 247

Re: 235 Yorkton Avenue

**Staff Recommendation:**

THAT Council give first, second, third reading, and adopt “Zoning Amendment Bylaw No. 2025-07”, for Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, a bylaw to rezone the subject property from CT3 – Hotel Resort to RM3 – Medium Density Multiple Housing and add the site-specific provision, within the RM3 - Medium Density Multiple Housing zone as follows: “Section 10.5.5.5, in the case of Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, the maximum density shall be 1.7 FAR; and accessory restaurant, office and retail store uses shall be permitted with a maximum combined gross floor area of 375 m<sup>2</sup>;

AND THAT as a condition of zoning approval, the developer be required to contribute \$30,000 prior to development permit issuance, for design

work on Skaha Lake Road between Yorkton Avenue and Waterford Avenue, to reduce the number of travel lanes and install parking and active transportation infrastructure;

AND THAT the design, once complete, be included as part of future capital budget deliberations for scheduling and funding

AND THAT Council, approve “Development Variance Permit PL2024-9917”, for Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, a permit to vary the following sections of Zoning Bylaw No. 2024-22:

1. Section 10.5.2.3 to increase the maximum lot coverage from 50% to 62%
2. Section 10.5.2.7 to reduce the minimum interior side yard (west) from 4.5 m to 1.8 m.
3. Section 10.5.2.9 to reduce the minimum rear yard from 6.0 m to 0.0 m.
4. Section 10.5.3.1 to reduce the amount of amenity space from 20m<sup>2</sup>/unit to 17m<sup>2</sup>/unit.
5. Section 4.9 to permit projections 2.7 m into the interior side yard setback (west).

AND THAT Council, approve “Development Permit PL2024-9915, for Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, a permit to approve the form and character of the proposed development and vary the following sections of Zoning Bylaw No. 2024-22:

1. Section 4.9 to permit balconies to project 1.5 m into the interior side yard setback (east).
2. Section 10.5.4.1 to increase the maximum hard surfacing from 60% to 89%.

6.13 Zoning Amendment Bylaw No. 2025-08  
Re: 2324 Government Street

332

**Staff Recommendation:**

THAT Council give first reading to “Zoning Amendment Bylaw No. 2025-08”, a bylaw to add the following to Section 12.1.4 Site Specific Provisions of the M1 (General Industrial) zone: 12.1.4.5 “In the case of Lot A District Lot 251, Similkameen Division Yale District Plan 27421 except Plan KAP70297, located at 2324 Government Street, indoor recreation use shall be permitted within one unit having a maximum building footprint of 335m<sup>2</sup>”;

AND THAT Council forward “Zoning Amendment Bylaw No. 2025-08” to the May 27, 2025, Public Hearing.

**7. Bylaws and Permits**

7.1 Tax Rates Bylaw No. 2025-06

350

**Staff Recommendation:**

THAT Council adopt "Tax Rates Bylaw No. 2025-06".

**8. Notice of Motion**

**9. Business Arising**

**10. 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](http://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.

**11. Council Round Table**

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

**Staff Recommendation:**

THAT Council adjourn to a Closed Council Meeting pursuant to the provisions of the *Community Charter* as follows: 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 third party.



## Regular Council Meeting Minutes

**April 22, 2025, 1:00 p.m.  
City of Penticton, Council Chambers  
171 Main Street, Penticton, B.C.**

Council Present:	Mayor Bloomfield Deputy Mayor Watt Councillor Gilbert Councillor Reynen Councillor Graham
Council Absent:	Councillor Konanz Councillor Miller
Staff Present:	Anthony Haddad, City Manager Angie Collison, Corporate Officer Angela Campbell, General Manager of Corporate Services ( <i>left meeting at 2:47 p.m.</i> ) Kristen Dixon, General Manager of Infrastructure Blake Laven, General Manager of Development Services Kelsey Johnson, General Manager of Community Services Hayley Anderson, Legislative Assistant

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

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

**2. Introduction of Late Items**

**3. Adoption of Agenda**

**104/2025** It was MOVED and SECONDED

THAT Council Adopt the Agenda for the Regular Council Meeting held on April 22, 2025 as presented.

**CARRIED UNANIMOUSLY**

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

**105/2025** 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 Mayor called the Committee of the Whole meeting to order at 1:01 p.m.

#### 4.2 Adoption of Agenda

It was MOVED and SECONDED

THAT Council adopt the Agenda for the Committee of the Whole Meeting held on April 22, 2025 as presented.

**CARRIED UNANIMOUSLY**

#### 4.3 Delegations

##### 4.3.1 Proclamations: April 17, 2025 as "Bat Appreciation Day" and October 24-31, 2025 as "National Bat Week"

David Kassian, Sustainability Supervisor - City of Penticton, and Paula Rodriguez de la Vega, Okanagan Community Bat Program Regional Coordinator - BC Community Bat Programs provided Council with a presentation about Okanagan bats and how Penticton can become a bat friendly community. Mr. Kassian and Ms. Rodriguez de la Vega requested that Council consider proclaiming April 17, 2025 as "Bat Appreciation Day" and October 24-31, 2025 as "National Bat Week".

Mayor Bloomfield read the proclamation proclaiming April 17, 2025 as "Bat Appreciation Day" and October 24-31, 2025 as "National Bat Week" in the City of Penticton.

##### 4.3.2 Proclamation: April 27 - May 3, 2025 as "Volunteer Week"

Subrina Monteith, Executive Director - South Okanagan Similkameen Community Connections Volunteer Centre, provided Council with a presentation about the SOS Community Connections Volunteer Centre and how they support organizations and volunteers in our community and informed Council about the upcoming Volunteer Appreciation Event taking place on May 3, 2025. Ms. Monteith requested that Council consider proclaiming April 27 - May 3, 2025 as "Volunteer Week".

Mayor Bloomfield read the proclamation proclaiming April 27 - May 3, 2025 as "Volunteer Week" in the City of Penticton.

##### 4.3.3 Proclamation: May 4-10, 2025 as "National Hospice Palliative Care Week"

Lisa Schulze, Board Chair - Penticton & District Hospice Society, provided Council with an overview of the Penticton and District Hospice Society and how they continue to provide joy, care and support to their residents and their families. Ms. Schulze invited

Council to celebrate May 4 - 10, 2025 as "National Hospice Palliative Care Week".

Mayor Bloomfield read the proclamation proclaiming May 4 - 10, 2025 as "National Hospice Palliative Care Week" in the City of Penticton.

4.3.4 Proclamation: May 1-31, 2025 as "Melanoma and Skin Cancer Awareness Month"

Kathy Barnard, Founder, and Jake Macdonald, Ambassador - Save Your Skin Foundation, provided Council with a presentation on the Save Your Skin Foundation

and importance of early detection and prevention of Melanoma and requested that Council proclaim May 1-31, 2025 as "Melanoma and Skin Cancer Awareness Month".

Mayor Bloomfield read the proclamation proclaiming May 2025 as "Melanoma and Skin Cancer Awareness Month" in the City of Penticton.

4.3.5 2025 City of Penticton Municipal Grants Program

Aaron McRann, Chief Executive Officer, and Kevin Ronaghan, Manager, Grants & Community Initiatives - Community Foundation, provided Council with an overview of the 2025 City of Penticton Municipal Grants Program delivered by the Community Foundation.

4.4 Adjourn to Regular Meeting of Council

It was MOVED and SECONDED

THAT the Committee of the Whole Meeting held on April 22, 2025 be adjourned.

**CARRIED UNANIMOUSLY**

**5. Reconvene the Regular Council Meeting**

Council Reconvened the Regular Council Meeting at 1:43 p.m.

**6. Adoption of Minutes**

6.1 Minutes of the April 1, 2025 Regular Council Meeting

**106/2025** It was MOVED and SECONDED

THAT Council adopt the Regular Council Meeting minutes of April 1, 2025 as presented.

**CARRIED UNANIMOUSLY**

## 7. Consent Agenda

**107/2025** It was MOVED and SECONDED

THAT Council approve the Consent Agenda:

1. April 1, 2025 Public Hearing Minutes; and

2. Release of Items from Closed Meeting:

- THAT Council appoint Kristen Dixon as Deputy City Manager for the City of Penticton.

**CARRIED UNANIMOUSLY**

## 8. Staff Reports

8.1 2025 Local Government By-Election Summary

**108/2025** It was MOVED and SECONDED

THAT Council receive into the record the report dated April 22, 2025 titled "2025 Local Government By-Election Summary".

**CARRIED UNANIMOUSLY**

8.2 Tax Rates Bylaw No. 2025-06

**109/2025** It was MOVED and SECONDED

THAT Council give first, second and third reading to "Tax Rates Bylaw No. 2025-06", a bylaw that establishes property taxation rates for the 2025 tax year.

**CARRIED UNANIMOUSLY**

8.3 Permissive Tax Exemption Policy

**110/2025** It was MOVED and SECONDED

THAT Council rescind the 2020 Permissive Tax Exemption Policy and approve "CP#2025-02 Permissive Tax Exemption Policy", a policy that provides direction on the requirements and evaluation of applications made pursuant to Section 224 of the *Community Charter*.

**CARRIED UNANIMOUSLY**

8.4 Power Street Child Care Centre Agreements

**111/2025** It was MOVED and SECONDED

THAT Council approve the 15-year Lease Agreement with YMCA of Southern Interior BC Association for the Power Street Child Care Centre located at 325 Power Street;

AND THAT Council authorize the donation of the 24-passenger bus to the YMCA of Southern Interior BC Association;

AND THAT Council authorize the General Manager of Corporate Services and Corporate Officer to execute the Lease Agreement and the Donation agreement on behalf of the City;

AND THAT Council authorize staff to prepare a Notice of Disposition in accordance with Section 26(2) of the Community Charter;

AND THAT the 2025-2029 Financial Plan be amended accordingly to reflect the revenues, expenses and bus donation as detailed in this report.

**CARRIED UNANIMOUSLY**

8.5 Free Parking for People with Disabilities Policy

It was MOVED and SECONDED

THAT Council approve "CP#2025-01 Free Parking for People with Disabilities Policy", to allow free parking for individuals with disabilities displaying a valid disability parking placard in City of Penticton paid parking lots and on-street city metered parking spaces for the period time permitted.

**112/2025** It was MOVED and SECONDED

THAT Council amend the policy and include shuttles of non-profit organizations.

**CARRIED UNANIMOUSLY**

**113/2025** It was MOVED and SECONDED

THAT Council amend the policy to include shuttles of non-profit organizations and approve CP#2025-01 Free Parking for People with Disabilities Policy", to allow free parking for individuals with disabilities displaying a valid disability parking placard in City of Penticton paid parking lots and on-street city metered parking spaces for the period time permitted.

**CARRIED UNANIMOUSLY**

8.6 2024/2025 Temporary Winter Shelter Update

**114/2025** It was MOVED and SECONDED

THAT Council receive into the record the report dated April 22, 2025 titled "2024/2025 Temporary Winter Shelter Update".

**CARRIED UNANIMOUSLY**



The Mayor recessed the meeting at 2:47 p.m. and reconvened at 2:57 p.m.

8.7 Okanagan Lake Marina Public Dock Access Project

**115/2025** It was MOVED and SECONDED

THAT Council authorize staff to allocate \$65,000 to Penticton Yacht Club from the Marinas Reserve Fund for the 2024 Okanagan Lake Marina Public Dock Access Project;

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

**CARRIED UNANIMOUSLY**

8.8 Renewal: Temporary Use Permit PL2025-9972

**116/2025** It was MOVED and SECONDED

THAT Council renew “Temporary Use Permit PL2025-9972”, for Lot A District Lot 3237S Similkameen Division Yale District Plan KAP87660, located at 200 Carmi Avenue, a permit to allow “General Industrial” use to operate a recycling material drop-off site for used cans and bottles operated by Return-It as a “Express & Go Station”, for a three (3) year period.

**CARRIED UNANIMOUSLY**

8.9 Temporary Use Permit PL2025-9988

**117/2025** It was MOVED and SECONDED

THAT Council approve “Temporary Use Permit PL2025-9988”, a permit to allow temporary off-site construction materials storage, construction office, and vehicle parking on Lots 27-32 Block 9 District Lot 202 Similkameen Division Yale District and of District Lot 4 Group 7 Similkameen Division Yale (Formerly Yale- Lytton) District Plan 269, located at 341, 347, 353, 357, 359 and 363 Main Street for a three-year period;

AND THAT as a condition of the permit, screening is required along the perimeter of the part of the property where the temporary uses are occurring, including fencing with visually appealing screening to minimize visual impacts on the surrounding area;

AND THAT Council direct staff to issue the permit.

**CARRIED UNANIMOUSLY**

8.10 Development Variance Permit PL2025-9959 and Development Permit PL2025-9958

**118/2025** It was MOVED and SECONDED

THAT Council approve “Development Variance Permit PL2025-9959”, for Lot 7 District Lot 116 Similkameen Division Yale District Plan 25969, located at 150 McKeen Place, a permit to vary the following sections of Zoning Bylaw 2024-22:

- a. Section 10.1.2.7.a to reduce the interior side yard setback on the east side of the property from 1.5m to 1.0m.
- b. Section 8.2.3.6 to reduce the rear yard setback for a carriage house from 1.5m to 1.0m.
- c. Section 8.2.3.5.a.ii to increase the maximum carriage house height from 5.0m and one storey to 7.0m and two storeys where no lane exists.
- d. Section 8.2.3.10.a to allow a balcony on the carriage house in the R4-L (Small-Scale Multi-Unit Residential: Large Lot) zone.

AND THAT Council approve “Development Permit PL2025-9958”, for Lot 7 District Lot 116 Similkameen Division Yale District Plan 25969, located at 150 McKeen Place, a permit to allow the construction of a carriage house.

**CARRIED UNANIMOUSLY**

**9. Public Question Period**

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

**119/2025** It was MOVED and SECONDED

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

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(g) litigation or potential litigation affecting the municipality;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; 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 third party.

**CARRIED UNANIMOUSLY**

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

The meeting reconvened at 6:13 p.m.

**12. Bylaws and Permits**

**12.1 Zoning Amendment Bylaw No. 2025-04**

Re: 270 Riverside Drive

**120/2025** It was MOVED and SECONDED

THAT Council adopt "Zoning Amendment Bylaw No. 2025-04".

Opposed (1): Councillor Gilbert

**CARRIED**

**12.2 Zoning Amendment Bylaw No. 2025-05**

Re: 1635 Main Street

**121/2025** It was MOVED and SECONDED

THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2025-05";

AND THAT Council adopt "Zoning Amendment Bylaw No. 2025-05".

**CARRIED UNANIMOUSLY**

**13. Notice of Motion**

**14. Business Arising**

**15. Public Question Period**

**16. Council Round Table**

**17. Adjournment**

The meeting adjourned at 6:17 p.m.

**122/2025** It was MOVED and SECONDED

THAT Council adjourn the April 22, 2025 Regular Council Meeting.

**CARRIED UNANIMOUSLY**

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Angie Collison, Corporate Officer

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Julius Bloomfield, Mayor



## Public Hearing Minutes

**Date: April 22, 2025, 6:00 p.m.**

**Location: City of Penticton, Council Chambers  
171 Main Street, Penticton, B.C.**

Council Present:	Mayor Bloomfield Councillor Watt Councillor Graham Councillor Gilbert Councillor Reynen
Council Absent:	Councillor Konanz Councillor Miller
Staff Present:	Anthony Haddad, City Manager Angie Collison, Corporate Officer Kristen Dixon, General Manager of Infrastructure Blake Laven, General Manager of Development Services Kelsey Johnson, General Manager of Community Services Hayley Anderson, Legislative Assistant

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### 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. 2025-05 (1635 Main Street).

### 2. Opening Statement and Introduction of Bylaw

#### 2.1 Zoning Amendment Bylaw No. 2025-05 (1635 Main Street)

Purpose:

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

Rezone Lot 2 District Lot 115 Similkameen Division Yale District Plan 37008, located at 1635 Main Street, from C8 - Vehicle Service Station to C4 - General Commercial.

The applicant is proposing to construct a commercial plaza with two buildings.

Notice:

Pursuant to the *Local Government Act* the Public Hearing was advertised on Friday, April 11, 2025 and Friday, April 18, 2025 in an online news source and the newspaper.

Submissions:

No letters have been received regarding the Zoning Amendment Bylaw (as of noon Wednesday, April 16, 2025).

**3. Overview of Proposed Bylaw by Development Services Staff**

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

Norman Goddard, on behalf of the Applicant, developer is very concerned about improving the street quality of Main Street and providing a desirable location for commercial development in central part of Penticton, impressed with developer's attitude and ability to want to make things better for everyone in community.

**5. Opportunity to Speak to Council**

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

- Laura Zinger, business owner directly behind proposed development, curious if any consideration will be given to laneway that there is access to, fairly heavy traffic, in disrepair with massive potholes that are a constant issue, no issues about development.

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

- No one spoke.

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

- No one spoke.

**6. Opportunity for Council Members to Ask Questions**

**7. Opportunity for Applicant to Respond to Questions**

**8. Termination**

The Public Hearing for "Zoning Amendment Bylaw No. 2025-05" was terminated at 6:12 p.m. and no new information can be received on this matter.

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Angie Collison, Corporate Officer

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Julius Bloomfield, Mayor



# Minutes

penticton.ca

## Special Accessibility Committee Meeting

held via Zoom and in person in Room B

Wednesday, April 16, 2025

at 9:30 a.m.

**Present:** Trisha Kaplan, Chair  
Kristi Bauman  
Randy Boras  
Grant Pattingale  
Heather Miller

**Council Liaison:** Isaac Gilbert

**Regrets:** Leanne Williams, Vice-Chair  
Krista Russo

**Staff:** Sarah Desrosiers, Social Development Specialist  
Hayley Anderson, Legislative Assistant

### 1. Call to Order

The Chair called the Special Accessibility Committee to order at 9:38 am.

### 2. Adoption of Agenda

**It was MOVED and SECONDED**

THAT the Accessibility Committee adopt the agenda of April 16, 2025 as presented.

**CARRIED UNANIMOUSLY**

### 3. Adoption of Minutes

3.1 Minutes of the January 8, 2025 Accessibility Committee Meeting

**It was MOVED and SECONDED**

THAT the Accessibility Committee adopt the minutes of the January 8, 2025 meeting as presented.

**CARRIED UNANIMOUSLY**



3.2 Minutes of the January 21, 2025 Special Accessibility Committee Meeting

**It was MOVED and SECONDED**

THAT the Accessibility Committee adopt the minutes of the January 21, 2025 meeting as presented.

**CARRIED UNANIMOUSLY**

4. **New Business**

4.1 Roundtable Check-in

The Chair led the Committee in a round table check-in to discuss accessibility thoughts or challenges not specifically on the agenda.

4.2 Passing of Committee Member – James Ludvigson

The Chair led the Committee in discussion and reflection of the passing of Committee member, James Ludvigson.

4.3 2025 Local Government By-Election – Improving Accessibility

**It was MOVED and SECONDED**

THAT the Accessibility Committee receive into the record the report dated April 16, 2025 titled “2025 Local Government By-Election – Improving Accessibility”.

**CARRIED UNANIMOUSLY**

4.4 Action Log Update

The Social Development Specialist provided the Committee with an update on the Action Log from the Accessibility Plan 2023-2026.

5. **Next Meeting**

The next regular Accessibility Committee meeting is scheduled for July 9, 2025 at 9:30 am via Zoom and in-person.

6. **Adjournment**

**It was MOVED and SECONDED**

THAT the Accessibility Committee adjourn the meeting held on April 16, 2025 at 10:47 am.

**CARRIED UNANIMOUSLY**

Certified Correct:

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Hayley Anderson  
Legislative Assistant

# Minutes

The logo for the City of Penticton website, featuring the text "penticton.ca" in white on a blue background.

## Parks and Recreation Advisory Committee Meeting

held via Zoom

Wednesday, April 23, 2025

at 9:30 a.m.

**Present:** Sue Fraser, Vice-Chair  
Cameron Baughen  
Juliana Buitenhuis  
Don Mulhall  
Marc Tougas

**Council Liaison:** Isaac Gilbert, Councillor

**Staff:** Kristen Dixon, General Manager of Infrastructure  
Kelsey Johnson, General Manager of Community Services  
Scott Boyko, Public Works Manager  
Anthony Policicchio, Facilities Manager  
Hayley Anderson, Legislative Assistant

**Regrets:** Brenda Clark  
Joanne Grimaldi  
Victoria Jaenig

1. **Call to Order**

The Vice-Chair called the Parks and Recreation Advisory Committee to order at 9:33 a.m.

2. **Adoption of Agenda**

**It was MOVED and SECONDED**

THAT the Parks and Recreation Advisory Committee adopt the agenda of April 23, 2025 as presented.

**CARRIED UNANIMOUSLY**

3. **Adoption of Minutes**

3.1 Minutes of the January 22, 2025 Parks and Recreation Advisory Committee Meeting

**It was MOVED and SECONDED**

THAT the Parks and Recreation Advisory Committee adopt the minutes of the January 22, 2025 meeting as presented.

**CARRIED UNANIMOUSLY**

- 3.2 Minutes of the February 24, 2025 Special Parks and Recreation Advisory Committee Meeting  
**It was MOVED and SECONDED**  
 THAT the Parks and Recreation Advisory Committee adopt the minutes of the February 24, 2025 meeting as presented.

**CARRIED UNANIMOUSLY**

4. **New Business**

4.1 Appointment of Chair

**It was MOVED and SECONDED**

THAT the Parks and Recreation Advisory Committee appoint Sue Fraser as the Committee Chair.

**CARRIED UNANIMOUSLY**

Marc Tougas joined the meeting at 9:30 a.m.

**It was MOVED and SECONDED**

THAT the Parks and Recreation Advisory Committee appoint Marc Tougas as the Committee Vice-Chair.

**CARRIED UNANIMOUSLY**

4.2 Sports & Recreation Needs Assessment

The General Manager of Community Services and consultant Steve Slawuta of RC Strategies provided the Committee with an update on the Sports & Recreation Needs Assessment. The presentation discussed an overview of the project, the process up to this point, how information was gathered and the next steps for the assessment.

**It was MOVED and SECONDED**

THAT the Parks & Recreation Advisory Committee support the results of the Sports & Recreation Needs Assessment, including the summarized key strategies and recommendations.

**CARRIED UNANIMOUSLY**

4.3 Kings Park Clubhouse Project Update

The General Manager of Community Services and Facilities Manager provided the Committee with an update on the Kings Park Clubhouse Project.

**It was MOVED and SECONDED**

THAT the Parks & Recreation Advisory Committee receive into the record the report dated April 23, 2025 titled 'Kings Park Clubhouse Project Update'.

**CARRIED UNANIMOUSLY**

Cameron Baughen left the meeting at 10:24 a.m.

4.4 Riverside Park 'Leash-Optional' Area – Fencing Options

The Manager of Public Works provided the Committee with a presentation of the leash-optional area fencing at Riverside Park.

**It was MOVED and SECONDED**

THAT the Parks and Recreation Advisory Committee recommend to Council the continuation of the "leash-optional" area at Riverside Park (187 Riverside Drive) without fencing.

**CARRIED UNANIMOUSLY**

5. **Next Meeting**

The next Parks and Recreation Advisory Committee meeting is scheduled to be held on July 23, 2025 at 9:30 a.m. via Zoom.

6. **Adjournment**

**It was MOVED and SECONDED**

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on April 23, 2025 at 10:50 a.m.

**CARRIED UNANIMOUSLY**

Certified Correct:

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Hayley Anderson  
Legislative Assistant



# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Angie Collison, Corporate Officer

File No: 0550-02

**Subject: RDOS Appointment**

## Staff Recommendation

THAT Council appoint Councillor Jason Reynen as municipal director to the Regional District of Okanagan-Similkameen (RDOS) with a vote distribution of four (4).

## 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

The recent resignation from Council by Helena Konanz has left a vacancy for a municipal director with the Regional District of Okanagan-Similkameen (RDOS).

As per the *Local Government Act*, the appointment and term of office for municipal directors to the Regional District is made by Council from among its members. The term of office of a municipal director continues until Council makes a different appointment, the director ceases to be a member of the council before the next general local election or on November 30 in the year of a general local election.

The Regional Board is made up of nine rural area directors and eleven municipal directors. The City of Penticton has five directors based on population.

## Attachments

Attachment A – *Local Government Act – Part 6*

Respectfully submitted,

Angie Collison  
 Corporate Officer

Concurrence

General Manager of Corporate Services  <i>AMC</i>	City Manager  <i>AH</i>
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## LOCAL GOVERNMENT ACT

### CHAPTER 1 [RSBC 2015]

[includes 2024 Bill 3, c. 13 amendments (effective January 1, 2025)]

## Part 6: Division 2 – Board Members

### Composition and voting rights

- 196.** (1) Subject to section 253 (1) [*treaty first nation directors*], a board consists of municipal directors and electoral area directors.
- (2) The number of votes to which each municipality and each electoral area is entitled is
- (a) the number obtained by dividing the population of the municipality or electoral area by the voting unit specified in the letters patent, or
  - (b) if the number obtained by division under paragraph (a) is not a whole number, the next greater whole number.
- (3) For purposes of voting power on a board, a change in the population of a municipality or an electoral area as established by census takes effect in the year following the year in which that census was taken.

RS2015-1-196 (B.C. Reg. 257/2015).

### Municipal directors: number of directors and assignment of votes

- 197.** (1) The number of directors to which each municipality is entitled is
- (a) the number obtained by dividing the number of votes to which that municipality is entitled under section 196 (2) [*voting rights*] by 5 or, if otherwise specified in letters patent for the regional district, by the other number specified, or
  - (b) if the number obtained by division under paragraph (a) is not a whole number, the next greater whole number.
- (2) The votes of a municipality referred to in subsection (1) are to be equally distributed by the council among the directors from that municipality.
- (3) If equal distribution is not possible under subsection (2),
- (a) the council must assign the municipality's votes to each director as evenly as possible, but in no case may the difference between the maximum and minimum number of votes assigned be greater than one, and
  - (b) the municipal corporate officer must notify the regional district corporate officer of the assignment made under paragraph (a).

RS2015-1-197 (B.C. Reg. 257/2015).

### Appointment and term of office for municipal directors

- 198.** (1) After the first appointment under section 41 (2) (e) [*first board for regional district*], each municipal director is to be appointed at pleasure by the council from among its members.
- (2) The term of office of a municipal director

- (a) begins when the person takes office in accordance with section 202 (3) [*oath or affirmation of office*], and
- (b) continues until the earliest of the following:
  - (i) another director taking office in the original director's place;
  - (ii) the director ceasing to be a member of the council before the next general local election;
  - (iii) November 30 in the year of a general local election.

RS2015-1-198 (B.C. Reg. 257/2015).

### **Election and term of office for electoral area directors**

- 199.** (1) After the first election under section 41 (2) (f) [*incorporation of new regional district*], elections for electoral area directors are to be conducted in accordance with Part 3 [*Electors and Elections*].
- (2) The term of office of an electoral area director elected at the time of the general local election
- (a) begins on the first Monday after November 1 following the election or when the person takes office in accordance with section 202 (3) [*oath or affirmation of office*], whichever is later, and
  - (b) ends immediately before the first Monday after November 1 in the year of the next general local election or when the director's successor takes office, whichever is later.

RS2015-1-199 (B.C. Reg. 257/2015).

### **Alternate directors: municipalities**

- 200.** (1) The council of a municipality may appoint a council member as an alternate director.
- (2) The alternate director may take the place of, vote and generally act in all matters for an absent municipal director, including a matter delegated to that director by the board.
- (3) If there is more than one municipal director, the authority under subsection (1) may be exercised either
- (a) by specifying, for each municipal director, the council member who is the alternate director for that municipal director, or
  - (b) by appointing a number of alternate directors and establishing a system to determine which alternate director is to act in the place of any absent municipal director.
- (4) As a restriction on subsection (3) (b), at any one time, an alternate director may act in place of only a single municipal director.
- (5) If the council appoints an alternate director, the municipal corporate officer must notify the regional district corporate officer of the appointment in writing.
- (6) An alternate director holds office as alternate director until another council member is appointed as a replacement and the regional district corporate officer has been notified of the new appointment.
- (7) If the seat of a municipal director becomes vacant through resignation, disqualification or death, the alternate director appointed under subsection (1) becomes the municipal director in place of the director whose seat became vacant until a new director is appointed.

RS2015-1-200 (B.C. Reg. 257/2015).





# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Angie Collison, Corporate Officer  
**Subject:** 2025 Deputy Mayor Appointments

File No: 0550-02

## Staff Recommendation

THAT Council approve the Deputy Mayor appointments as outlined in the table in the report dated May 13, 2025 titled "2025 Deputy Mayor Appointments".

## 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 outlined in section 130 of the *Community Charter* and the Council Procedure Bylaw No. 2018-35, Council will designate a deputy mayor to serve as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act.

On August 15, 2023, Council passed the following resolution:

308/2023                    **It was MOVED and SECONDED**  
 THAT Council appoint Councillor Campbell Watt as Deputy Mayor from November 1, 2023 to November 30, 2024;  
 AND THAT Council appoint Councillor Helena Konanz as Deputy Mayor from December 1, 2024 to December 31, 2025.

**CARRIED**

After Councillor Konanz requested a leave of absence on April 1, 2025, Council passed the following resolution:

101/2025                    **It was MOVED and SECONDED**  
 THAT Council appoint Councillor Watt as Deputy Mayor, fulfilling the appointment until after the general voting day of the April 28, 2025 Federal Election.

**CARRIED UNANIMOUSLY**

With the resignation of Councillor Konanz, a resolution appointing a deputy mayor is required.

For the remainder of the year, staff are suggesting that Council return to a rotating deputy mayor appointment as outlined in the table below.

2025 Deputy Mayor	May September	June October	July November	August December
Watt	1	4	3	2
Reynen	2	1	4	3
Gilbert	3	2	1	4
Graham	4	3	2	1

Respectfully submitted,

Angie Collison  
Corporate Officer

Concurrence

General Manager of Corporate Services  <i>AMC</i>	City Manager  <i>SH</i>
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# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Kristen Dixon, GM of Infrastructure  
**Subject:** BC Transit 2025-2026 Annual Operating Agreement

## Staff Recommendation

THAT Council authorize the General Manager of Corporate Services and Corporate Officer to execute the 2025 - 2026 Annual Operating Agreement Conventional and Custom Transit as contained in Attachment 'A'.

## 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.

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

## Background

Each year the City enters into an agreement with BC Transit for the provision of Transit Services. The agreement sets out how BC Transit and the City of Penticton will work together to provide Conventional and Custom Transit services to the citizens of Penticton for the remainder of 2025 and the first quarter of 2026 (BC Transit operates on an April to March fiscal, rather than an annual fiscal like the City).

The highlights of the agreement are as follows:

- 1) The Agreement reflects service levels, revenues and costs for BC Transits fiscal, April 2025 to March 2026;
- 2) Should the municipality make any changes to service, the Annual Operating Agreement will be amended to reflect the new service level;
- 3) Either party to the agreement can terminate it with 180 days' notice;
- 4) Dispute Resolution includes mediation, then arbitration;
- 5) Eligible Expenses include operating costs, lease costs and municipal administration costs;
- 6) The agreement maintains the current fare structure - these are consistent with Fees and Charges Bylaw 2014-07;

- 7) Confirmation of annual service hours for Conventional and Custom Transit Annual Service Hours and exception days; and
- 8) Confirmation of total costs for Conventional and Custom Transit Budgets

## Analysis

Entering into the Annual Operating Agreement with BC Transit will ensure that the public is provided with the same level of transit service as 2024/2025.

The changes from the previous year's costs to provide the proposed levels of service are as follows:

**Table 1: Year of Year Budget Changes**

	BC Transit Prior Year Budget 2024/2025	BC Transit 2025/2026 Budget
Conventional:		
Total Transit Costs	\$3,671,969	\$3,850,859
Revenue	\$632,001	\$663,235
<b>Net Penticton Share</b>	<b>\$1,460,253</b>	<b>\$1,487,933</b>
Custom (HandyDART):		
Total Transit Cost	\$555,617	\$594,558
Revenue	\$36,182	\$26,885
<b>Net Penticton Share</b>	<b>\$162,105</b>	<b>\$186,018</b>

Primary cost drivers are inflationary increases to standard operating items such as service costs and marketing, the adjustment of fleet maintenance forecasts, and an increase in vehicle lease fees. These costs are largely offset by reduction in forecast fuel costs resulting in forecast cost increases below general inflation. Revenue is projected to increase by 5%, which has continued to grow despite the Free Transit for Youth 13 – 24 program which is currently supplemented through annual \$30k transfers from the Federal Building Safer Communities Grant Funding, not included in the above figures.

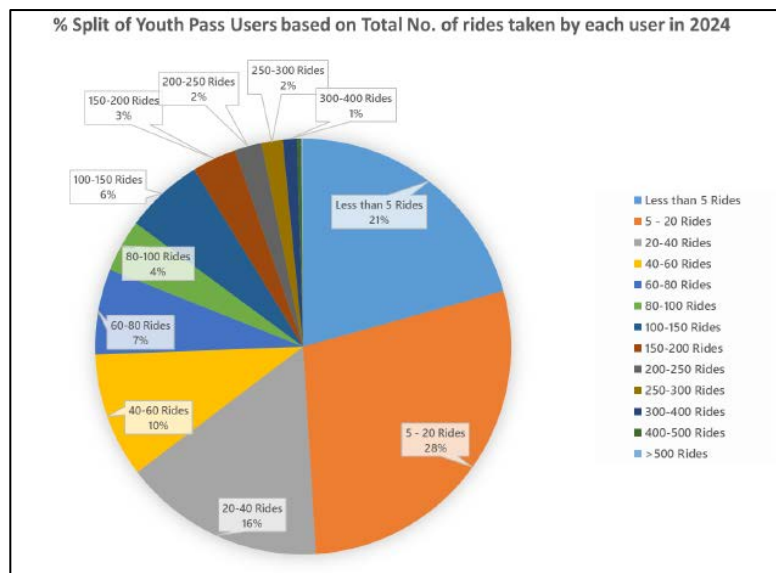
While not directly connected to the annual operating agreement, it is also worth noting a number of changes that have occurred, or are in the works, on the transit front in Penticton. Last year, the Taxi Supplement service was expanded to Saturdays in Penticton, allowing additional service for handyDART users that has both been well received and well utilized. HandyDART ridership is up 14% as a result, with roughly 40% of these additional trips provided through the increased Taxi-Supplement. Following a successful launch of UMO (the electronic fare collection system), this year BC Transit will introduce the ability for customers to pay by tapping their debit or credit cards directly.

Through 2024, the City also introduced its "Free Transit Under 24 Program" in collaboration with the Social Development department and several of the City's not for profit partners, through funding provided by the Federal Building Safer Communities Fund. Since implementation in April 2024 to the end of December, roughly 63,200 trips were taken by 1,277 unique users through this program. Not surprisingly as a result, overall ridership grew by almost 10% year over year, as shown below.

**Table 2: Ridership**

	2023/2024 Hours	2024/2025 Hours	2023/2024 Ridership	2024/2025 Ridership
Conventional	23,071	23,131	429,191	471,049
Custom (HandyDART)	3,984	4,016	19,593	22,400

Looking at the ridership for the U24 program, almost half of the users have taken less than 20 rides, while less than a quarter took more than 60 rides. The grant funding for the program will end March 31, 2026, and the program will be delivered through to the end of 2026. As part of the 2027 budget, and upon a fulsome review of the multi-year program, the City will need to evaluate if it wishes to continue the initiative in future years.



A separate report on the City's three-year expansion plans will be brought forward in the near future. Given that the City was not successful in receiving the expanded service that the City had previously approved for 2025, it is anticipated that the same service expansion plans will be recommended with updated costs from BC Transit.

The detailed agreement was reviewed by the General Manager of Infrastructure and is now ready for the consideration of Council.

### Financial implication

The Annual Operating Agreement amount of \$1,487,933 for the Net Local Government Share for Conventional Transit is generally aligned with the City's budget for this service, recognizing the different fiscal periods. The City's budget will be monitored, and will be adjusted along with other City budgets, through the variance process and provided to Council through the Financial Quarterly Updates.

The Annual Operating Agreement amount of \$186,018 for the Net Local Government Share for Custom Transit also aligns with the City's budgeted amount for this service.

The City had previously approved transit expansions, which were unfortunately not approved for funding by BC Transit for implementation in the 2025-2026 year. During budget deliberations, due to the uncertainty of the approval and timing of these expansions by BC Transit, Council deferred the additional budget costs for the expansions and directed staff to include or amend the budget accordingly once the service was implemented. As a result, no amendments or changes to the budget are required as a result of the City not being successful at this time, and future expansion costs will be reviewed as part of the upcoming 2026-2030 budget process.

### Climate Impact

54% of our community emissions are created by vehicles. In addition to electrification, in order to achieve the targets in the Community Climate Action Plan relating to vehicle emissions, the City is striving to reduce vehicle kilometres travelled by 13%. The City plans to do this by:

- Eliminating approximately a quarter of the kilometers travelled by better land use planning (locating housing close to services/commercial)
- Converting almost half of the kilometers travelled to active transportation (biking, walking, scooters etc)
- Converting the remaining quarter to transit trips

In addition, the community will have to ensure that these efforts are not offset by new trips as the community grows.

This report aligns with "Shift 3: Promote transit ridership," as outlined in the City's Community Climate Action Plan and the third bullet above.

### Alternate recommendations

THAT Council instruct staff to explore cost or service level changes with BC Transit.

### Attachments

Attachment A – 2025/2026 Annual Operating Agreement Conventional and Custom Transit

Respectfully submitted,

Kristen Dixon, P.Eng, MBA  
GM of Infrastructure

Concurrence

General Manager of Corporate Services  <i>AMC</i>	City Manager   <i>AMC</i>
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ANNUAL OPERATING AGREEMENT

between

**City of Penticton**

and

**British Columbia Transit**

Effective  
**April 1, 2025**

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## ANNUAL OPERATING AGREEMENT

April 1, 2025 – March 31, 2026

BETWEEN: **City of Penticton**  
(the "Municipality")

AND: **British Columbia Transit**  
(the "Authority")

WHEREAS the Authority is authorized to contract for transit services for the purpose of providing and maintaining those services and facilities necessary for the establishment, maintenance and operation of a public passenger transportation system in the Transit Service Area;

WHEREAS the Municipality is authorized to enter into one or more agreements with the Authority for transit services in the Transit Service Area;

WHEREAS the parties hereto have entered into a Transit Service Agreement which sets out the general rights and responsibilities of the parties hereto;

WHEREAS the Municipality and the Authority are authorized to share in the costs for the provision of a Public Passenger Transportation System pursuant to the *British Columbia Transit Act*;

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Transit Service Agreement, the specific terms and conditions for the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants hereinafter contained, the parties covenant and agree with each other as follows:

### SECTION 1: DEFINITIONS

Unless agreed to otherwise in the Annual Operating Agreement, the definitions set out in the Transit Service Agreement shall apply to this Annual Operating Agreement including:

- a) *"Annual Operating Agreement"* shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendments negotiated and entered into by the parties subsequent hereto;
- b) *"Transit Service Agreement"* shall mean the Transit Service Agreement between the parties to this Annual Operating Agreement, including any amendments made thereto;
- c) *"Incurred"* means an event or transaction has taken place for which an obligation to pay exists, even if an invoice has not been received, such that the underlying evidence indicates there is little or no discretion to avoid the obligation. The value of the obligation is to be calculated in accordance with recognized Canadian accounting standards.

### SECTION 2: INCORPORATION OF SCHEDULES

All schedules to this agreement are incorporated into the agreement, and form part of the agreement.

### SECTION 3: INCORPORATION OF TRANSIT SERVICE AGREEMENT

Upon execution, this Annual Operating Agreement shall be deemed integrated into the Transit Service Agreement and thereafter, the Transit Service Agreement and Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the *British Columbia Transit Act*, as amended from time to time.

#### SECTION 4: TERM AND RENEWAL

- a) The parties agree that the effective date of this agreement is to be April 1, 2025, whether or not the agreements have been fully executed by the necessary parties. Once this agreement and the associated Transit Service Agreement are duly executed, this agreement will replace all provisions in the existing Transit Service Agreement and Master Operating Agreement with respect to the rights and obligations as between the Authority and the Municipality.
- b) Upon commencement in accordance with Section 4(a) of this agreement, the term of this agreement shall be to March 31, 2026, except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Transit Service Agreement shall likewise be so terminated or not renewed, as the case may be.
- c) Either party may terminate this agreement as follows:
  - i. Cancellation by the Authority: In the event that the Authority decides to terminate this Agreement for any reason whatsoever, the Authority shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 10.
  - ii. Cancellation by the Municipality: In the event that the Municipality decides to terminate this Transit Service Agreement for any reason whatsoever, and by extension, the Annual Operating Agreement, the Municipality shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 11.

#### SECTION 5: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

This Agreement and the parties hereto are subject to the provisions of the *Freedom of Information and Protection of Privacy Act* (FOIPPA). Any information developed in the performance of this Agreement, or any personal information obtained, collected, or stored pursuant to this Agreement, including database information, shall be deemed confidential and subject to the provisions of FOIPPA, including the handling, storage, access and security of such information. Confidential information shall not be disclosed to any third party except as expressly permitted by the Authority or pursuant to the requirements of FOIPPA.

#### SECTION 6: SETTLEMENT OF DISPUTES

In the event of any dispute arising between or among the parties as to their respective rights and obligations under this Agreement, or in the event of a breach of this Agreement, the parties agree to use their best efforts to find resolution through a mediated settlement. However, in the event that mediation is not successful in finding a resolution satisfactory to all parties involved, any party shall be entitled to give to the other notice of such dispute and to request arbitration thereof; and the parties may, with respect to the particular matter then in dispute, agree to submit the same to a single arbitrator in accordance with the applicable statutes of the Province of British Columbia.

#### SECTION 7: MISCELLANEOUS PROVISIONS

- a) Amendment: This agreement may only be amended in writing as signed by the Municipality and the Authority and specifying the effective date of the amendment.
- b) Assignment: This Agreement shall not be assignable without prior written consent of the parties.
- c) Enurement: This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- d) The parties agree that this agreement is in substantial compliance with all relevant legislative requirements to establish the rights and obligations of the parties as set out in the *British Columbia Transit Act*.

## SECTION 8: LOCAL CONTRIBUTIONS AND RESERVES

British Columbia Transit service is provided using a cost-sharing model. Where any transit-related contributions are received and/or third-party revenues are earned that are in excess of expenses, the Authority is required to hold these excess funds in a reserve account for use against transit-related expenditures in future years. When unanticipated expenditures occur that were not included in the budget and cannot be covered by reserves, the Authority will seek to recover these based on the cost-sharing ratios between the Municipality and the Authority.

### Eligible Operating Expenses

The Authority will invoice the Municipality and collect on monthly invoices based on incurred eligible operating expenses to provide Transit Service. Eligible operating expenses are comprised of the following costs of providing Public Passenger Transportation Systems:

- a) For *Conventional Transit Service*:
  - i. the operating costs for providing Conventional Transit Service excluding interest and amortization;
  - ii. the amount of any operating lease costs of BC Transit for Conventional Transit Services;
  - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement;
  - iv. **an amount of the annual operating costs of the authority not exceeding those costs payable under an Annual Operating Agreement.**
- b) For *Custom and Paratransit Transit Service*:
  - i. the operating costs for providing Custom Transit Service excluding interest and amortization, but including the amount paid by the Authority to redeem taxi saver coupons issued under the Taxi Saver Program after deducting from that amount the amount realized from the sale of those coupons;
  - ii. the amount of any operating lease costs of the Authority for Custom Transit Service;
  - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement; and
  - iv. an amount of the annual operating costs of the authority not exceeding those costs payable under an Annual Operating Agreement.
- c) Eligible operating expenses exclude the costs of providing third-party 100%-funded services.
- d) Annual operating costs of the Authority are operations, maintenance and administration costs that are for the shared benefit of all transit systems operated by the Authority. These costs are allocated to each transit system on a pro rata basis, based on the nature of the costs.

### Lease Fees

The Authority will invoice the Municipality and collect on monthly invoices for lease fees on tangible capital assets owned by the Authority that are used in the provision of transit service. Lease fees are comprised of the following:

- a) The Municipality's fee for use of the asset, including for the costs of acquisition, construction, development and betterment of the asset and the costs of installing the asset at the location and condition necessary for its intended use;
- b) Debt financing and risk-related charges or costs payable on assets;
- c) Payment into a reserve fund for preventative maintenance and major repair of assets owned or leased by the authority;
- d) Amounts sufficient for the Authority to recover all other costs relating to the asset, including, but not limited to taxes and administrative charges.

Where lease fees are received that exceed actual asset-related expenses in any given period, these will be placed in a pooled reserve. This reserve will be used to offset against future lease fees as outlined above.

### **Reserve Funds**

The Authority will establish the following for each transit system to record the contributions that have been received but not yet earned as follows:

- a) **Local Transit Fund:** Contributions by the Municipality towards eligible operating expenses that have been received but not matched with a Provincial share contribution will be deferred in the Local Transit Fund.
  - i. Any expenditure of monies from the Local Transit Fund will:
    - 1. only be credited towards the Municipality's share of expenses for the transit system for which it was collected.
    - 2. be applied to reduce Municipal invoices at the discretion of the Municipality as agreed to under the Annual Operating Agreement or amendments as required.
  - ii. The Local Transit Fund may be used towards lease fees.
  - iii. The Authority will provide a quarterly statement of account of the Local Transit Fund balance including contributions, amounts utilized and interest earned.

### **SECTION 9: GOVERNING LAW**

This agreement is governed by, and shall be construed in accordance with, the laws of the Province of British Columbia, with respect to those matters within provincial jurisdiction, and in accordance with the laws of Canada with respect to those matters within the jurisdiction of the Government of Canada.

### **SECTION 10: COUNTERPARTS**

This contract and any amendment hereto may be executed in counterparts, each of which shall be deemed to be an original and all of which shall be considered to be one and the same contract. A signed facsimile or PDF copy of this contract, or any amendment, shall be effective and valid proof of execution and delivery.

SECTION 11: NOTICES AND COMMUNICATIONS

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a designated officer of the parties hereto to whom it is addressed where an electronic signed document is emailed to the parties or if mailed by prepaid registered mail to the Authority at:

British Columbia Transit  
c/o Executive Assistant, Strategy, Planning and Public Affairs  
PO Box 9861  
520 Gorge Road East  
Victoria, BC V8W 9T5

and to the Municipality at:

City of Penticton  
171 Main Street  
Penticton, BC V2A 5A9

and, if so mailed, shall be deemed to have been received five (5) days following the date of such mailing.

IN WITNESS WHEREOF, the parties have hereunto set their hand this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**City of Penticton**

\_\_\_\_\_  
  
\_\_\_\_\_

**British Columbia Transit**

\_\_\_\_\_  
Vice President, Strategy, Planning and Public Affairs  
  
\_\_\_\_\_  
Vice President, Finance and Chief Financial Officer

**SCHEDULE A: TARIFF AND FARES**

**CONVENTIONAL**

*Effective as of September 1, 2021*

a) <b>Cash:</b>	<b>Local*</b>	<b>Regional**</b>
All Fares	\$2.25	\$4.00
b) <b>30 Day Bus Pass:</b>		
i) Adult	\$45.00	\$60.00
ii) Senior/Students**	\$35.00	\$40.00
d) <b>DayPASS</b>	\$4.50	\$8.00
e) <b>Child</b> , 12 and under	Free	Free

f) **BC Bus Pass** valid for the current calendar year and available through the Government of British Columbia BC Bus Pass Program.

g) **CNIB** Identification Card available from the local office of the CNIB.

h) **BC Transit Employee** Bus Pass

\* Local refers to trips within the community

\*\* Regional refers to trips between larger communities. Route numbers end in "0"

\*\* Discounted Fares apply to: Seniors over 65 years of age with valid ID, Students 20 or under in full-time attendance to Grade 12 with valid ID, Post-Secondary with proof of attendance. Post-Secondary institution refers to universities, vocational universities, community colleges, liberal arts colleges, institutes of technology and other collegiate level institution, such as vocational schools and career colleges that award academic degrees or professional certifications.

**CUSTOM**

*Effective as of September 1, 2021*

- i) Registered User \$2.25
- ii) Registered User – Children 12 and under - Free
- ii) Companion accompanying registered user \$2.25
- iii) Attendant accompanying registered user Free

**SCHEDULE B: SERVICE SPECIFICATIONS**

***Conventional Transit Service***

Transit Service Area: The boundaries of the Penticton Transit Service Area shall be the municipal boundaries of the Corporation of the City of Penticton.

Annual Service Level: for City of Penticton shall be **24,000** Revenue Service Hours

Exception Days recognized annually for City of Penticton are:

<b>Exception Day</b>	<b>2025/26 Dates</b>	<b>Service Level</b>
Good Friday	Friday, April 18 2025	Sunday
Easter Monday	Monday, April 21 2025	Regular
Victoria Day	Monday, May 19 2025	Sunday
Canada Day	Tuesday, July 1 2025	Regular
B.C. Day	Monday, August 4 2025	Sunday
Labour Day	Monday, September 1 2025	Sunday
Day for Truth and Reconciliation	Tuesday, September 30 2025	Regular
Thanksgiving Day	Monday, October 13 2025	Sunday
Remembrance Day	Tuesday, November 11 2025	Sunday
Christmas Day	Thursday, December 25 2025	No Service
Boxing Day	Friday, December 26 2025	Sunday
New Year's Day	Thursday, January 1 2026	Sunday
Family Day	Monday, February 16 2026	Sunday

***Custom Transit Service***

Transit Service Area: The boundaries of the Penticton Transit Service Area shall be the municipal boundaries of the Corporation of the City of Penticton.

Annual Service Level: for the City of Penticton shall be **4,000** Revenue Service Hours

Exception Days recognized annually for the City of Penticton are:

<b>Exception Day</b>	<b>2025/26 Dates</b>	<b>Service Level</b>
Good Friday	Friday, April 18 2025	No Service
Easter Monday	Monday, April 21 2025	Regular
Victoria Day	Monday, May 19 2025	No Service
Canada Day	Tuesday, July 1 2025	Regular
B.C. Day	Monday, August 4 2025	No Service
Labour Day	Monday, September 1 2025	No Service
Day for Truth and Reconciliation	Tuesday, September 30 2025	Regular
Thanksgiving Day	Monday, October 13 2025	No Service
Remembrance Day	Tuesday, November 11 2025	No Service
Christmas Day	Thursday, December 25 2025	No Service
Boxing Day	Friday, December 26 2025	No Service
New Year's Day	Thursday, January 1 2026	No Service
Family Day	Monday, February 16 2026	No Service



SCHEDULE C: BUDGET

PENTICTON CONVENTIONAL	
	OFFICIAL AOA 2025/26
TOTAL REVENUE	663,235
TOTAL OPERATING COSTS	3,535,333
TOTAL COSTS (including Local Government Share of Lease Fees)	3,850,859
<b>NET LOCAL GOVERNMENT SHARE OF COSTS</b>	<b>1,487,933</b>

PENTICTON CUSTOM	
	OFFICIAL AOA 2025/26
TOTAL REVENUE	26,885
TOTAL OPERATING COSTS	566,590
TOTAL COSTS (including Local Government Share of Lease Fees)	594,558
<b>NET LOCAL GOVERNMENT SHARE OF COSTS</b>	<b>186,018</b>

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Julie Czeck, General Manager of Public Safety and Partnerships and Naomi Woodland, Housing Initiatives Manager at United Way BC

File No: 5080-01

**Subject: 100 More Homes Memorandum of Understanding Extension to Dec 31,2025**

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**Staff Recommendation**

THAT Council authorize the Mayor and Corporate Officer to extend the 2022-2025 Memorandum of Understanding (MOU) to December 2025, which formalizes the City's relationship with 100 More Homes Penticton and provides additional funding to 100 More Homes in the amount \$45k for 2025;

AND THAT Council direct staff to fund the \$45k contribution in 2025 from General Surplus;

AND THAT Council direct staff to amend the 2025-2029 Financial Plan accordingly;

AND THAT Council direct staff to refer a \$120k contribution for 2026-2028 for a proposed Regional MOU with 100 More homes and the RDOS to the 2026-2030 Financial Planning Process.

**Executive Summary**

In 2022, Council endorsed a Memorandum of Understanding (MOU) with 100 More Homes Penticton (100MH) – the collective group of partners addressing housing and homelessness in Penticton. Given the success of that partnership, staff are recommending that Council extend the existing MOU to December 2025. Staff are looking to create a regional MOU with the RDOS which will be referred to the 2026 budget process for both organizations. Staff presented an update on the Temporary Winter Shelter to the RDOS Board on May 8, 2025, and 100MH presented a regional MOU proposal with a request for an \$80,000 contribution from the RDOS, however, decisions around funding were referred to their upcoming 2026 budget process.

An extension of the partnership with 100 More Homes will advance Council's two key priorities of (1) Safe & Resilient and (2) Livable & Accessible by investing in the non-enforcement element of public safety that prioritizes addressing the root causes of homelessness, affordable housing, systems coordination, and collaboration through meaningful engagement and investment with social sector partners.

**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.

**Culture:** We are committed to open communication, integrity, and professionalism to build public trust through excellence in all that we do. We embrace modernization, innovation and adaptability to meet the evolving needs of our community, fostering a culture of engagement and purpose.

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

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

## **Background**

### *100 More Homes*

100 More Homes started in 2016 when various partners from across the social sector and government came together to collaborate on solutions to housing and homelessness. In 2016, United Way British Columbia (UWBC), then United Way Central and South Okanagan, was asked to coordinate the 100 More Homes initiative (100MH) in Penticton. This meant coordinating government, non-profits, health authority representatives, crown corporations and lived experience to work collaboratively when addressing the local housing and homelessness crisis.

This group branded themselves as “100 Homes”, with the goal of creating 100 Homes in community to address the rising numbers of homelessness at the time. In 2018, after successfully bringing 100 homes to the community, this collaborative group rebranded as “100 More Homes” in efforts to reflect the ongoing work that was needed to continue building more homes.

From 2016-2022, 100 More Homes continued to lead community efforts off the sides of organizations’ desks. UWBC continued to support the effort as much as possible without dedicated funding or support. This included action planning, education, developing business cases for new services and programs, identifying opportunities for enhanced coordination, and long-term planning.

The many years of laying the groundwork for collective action between 2016-2022 meant that various partners had formed trust with each other, coordinated their efforts, aligned advocacy goals, supported grant applications and sought resources to work together in the spirit of collaboration. Given the rising numbers of homelessness affected by larger socioeconomic factors, 100 More Homes became well-poised to further advance ‘systems planning’ to lead the collective response around homelessness in Penticton.

### *2022-2025 Memorandum of Understanding*

In early 2022, 100 More Homes submitted a proposal to the City to enter into an MOU. The MOU was a way to formalize the relationship with 100 More Homes and the City of Penticton and identify roles for each organization as it pertains to the response to homelessness in Penticton. This MOU came with \$85,000 per year over three years, and formal recognition as the lead entity to address affordable housing and homelessness in Penticton.

The funding investment allowed for United Way BC – the host organization of the initiative – to hire a full-time Strategy Coordinator to help set collective goals, coordinate various partners to pursue initiatives and enhance community engagement, communication and education.

Following that, Staff prepared an MOU for Council's consideration. At the April 5, 2022 Council Meeting, Council unanimously endorsed signing a three-year MOU with the agreement spanning June 2022 to June 2025 with 100 More Homes towards housing and homelessness initiatives (Council Resolution 11/2022).

2022	<p>8.8     <u>100 More Homes – Memorandum of Understanding with the City</u></p> <p><b>It was MOVED and SECONDED</b></p> <p>THAT Council direct the Mayor and Corporate Officer to sign and execute the Memorandum of Understanding, which formalizes the City's relationship with 100 More Homes Penticton for the next three years and provides funding in the amount of \$85,000 a year in funding for 100 More Homes housing and homelessness initiatives, as included in Attachment A;</p> <p>AND THAT Council support a budget amendment for the 2022 budget, utilizing administrative savings if grants are not successful in covering the full \$85,000 for 2022 and include the 2023-2024 requests in the 2023-2027 Financial Plan as allocated under the Memorandum of Understanding;</p> <p>AND THAT Council direct staff to apply for any available grants to assist in funding the initiative;</p> <p>AND THAT Council direct the Mayor to sign the 100 More Homes Terms of Reference on behalf of the Corporation of the City of Penticton.</p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p>
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The 2022-2025 MOU laid out some clear goals around:

- Resourcing and establishing action groups;
- Creating and analyzing aggregate data on homelessness;
- Enhancing 'Collective Impact' principles into a formalized governance structure;
- Developing guiding principles for the work of 100MH;
- Provide ongoing education and community engagement, seek other funding sources for homelessness-related initiatives;
- Creating a youth-related 'action group' to strategize local solutions to youth homelessness in Penticton, following the publication of the local *No Where to Go* research report;
- Building relationships across community and with other communities/municipalities for shared learning, and;
- Providing yearly updates to Council on progress.

100 More Homes was successfully able to make significant progress on all of those areas through the collective commitment from all partners to work together in a good way. With the dedicated resources behind the structure, and a proper governance model, 100 More Homes was able to amplify its impact in community.

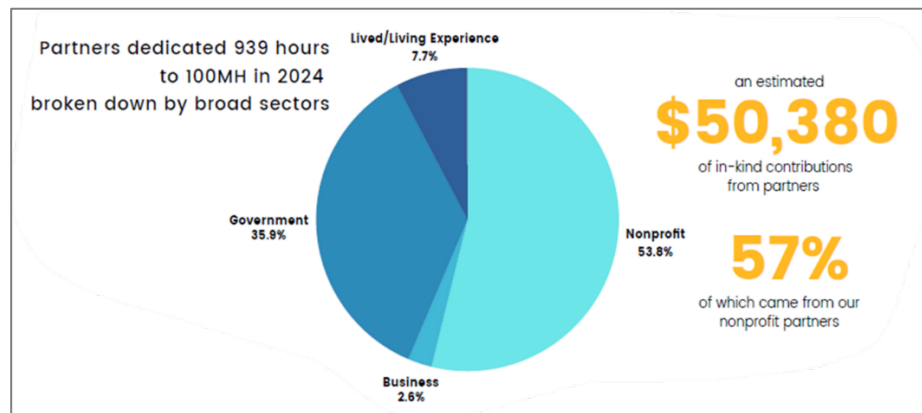
#### *Key Successes*

100 More Homes has been largely success in the first three years of formalized partnership and investment with the City. The 100 More Homes 2024 Impact Report (Attachment B) includes a snapshot of key initiatives that have driven action and milestones in Penticton. A few key milestones include:

- **Emergency Responses** – supporting the implementation of cold weather shelters from 2022-2024, including the successful new Temporary Winter Shelter model in 2024-25. Additionally, in the summer 100MH has coordinated community partners to respond to support the Fire Department's Emergency Services Coordinator with heat events, smoke events, and apartment fires (notably the Black Forest motel fire which displaced 25 individuals – immediate response and long-term recovery).

- **Public & Community Engagement** – including 15 facilitated engagements (Appendix 1, p. 15-17) in 2024/25 and hosting of neighborhood forums for the 2024-25 Temporary Winter Shelter.
- **Strategic Proposals & Presentations** – supported reports on youth housing needs, data trends, non-market housing needs, grant proposals and presentations to the RDOS and other orders of government. Some notable results included re-activation of the Situation Table, policy shifts such as inclusion of vulnerable sector in regional emergency plans, and proposals for federal grants to improve services in the community.
- **Facilitated Cross-sector Collaboration** – addressing public safety and homelessness challenges, reducing calls to law enforcement (bylaw, fire and police) through coordinated efforts.
- **Community Cleanups** – delivered over 500 collective volunteer hours to support litter removal, public space maintenance, and community engagement through the Community Clean-Up initiative.

These collective actions are a result of a solid structure that enables many partners to participate in the work (Attachment A). The \$255,000 contributed by the City over the past three years makes up just a small amount of the overall impact that 100 More Homes has made in community. When including in-kind contributions from all the partners invested in this model (i.e. partner time, resources and dedication) there is at least \$150,000 worth of in-kind contributions that complement the City's commitment.



Additionally, in the last three years, 100MH has worked with the City to convene partners and apply for grants to support a range of services in the community, not limited to but including: Penticton Arts Council art program at the TWS (\$12k); Funding for Community Clean Ups (\$15k); Systems Change Grant – Vancouver Foundation (\$125k); SPARC Grant – to support lived experience table (\$25k); The Emergency Treatment Fund (\$~700k); Heat and Cold Weather Interior Health Grants (20k annually).

### *2025-2028 Memorandum of Understanding*

Based on the first three years of success with the 2022-2025 MOU, staff are recommending extending the partnership for 6 months to the end of December 2025, allowing for further discussions for regionalization to be reflected in a proposed 2026-2028 MOU. The structure of the upcoming MOU would remain largely the same, with some changes reflected in the priority areas and roles and responsibilities to reflect the current context. ***The key distinguishing component of this proposed renewal is a dedicated focus on regionalizing the approach to housing and homelessness.***

Should Council endorse the future continuation of this partnership with 100MH, key priority areas will focus on: (1) Data Management & Evidence Based Policy, (2) Regional Housing & Policy Development, (3) Emergency

Response Supports, (4) Community Coordination, (5) Governance, and (6) Communications & Public Engagement.

The future focus (2026-2028) areas of 100 More Homes (100MH) will include:

- **Supporting the Social Sector:** Implementing large-scale provincial and federal investments, such as the Heart and Hearth initiative, if it comes to Penticton.
- **Regional Collaboration:** Working with the RDOS to enhance social infrastructure for a more effective regional response to homelessness.
- **Youth Housing Project:** Developing a locally made housing project for youth and young adults.
- **Improving Existing Services:** Enhancing supportive housing and shelter services, including advocating for regional responses and integrating the business voice in strategic projects.
- **Fundraising Strategy:** Creating a strategy that integrates both government and private sector investments.
- **City Plans Implementation:** Supporting implementation of actions in the City's upcoming Social Housing and Infrastructure Plan and Community Safety and Wellbeing Plan.
- **Federal and Provincial Partnerships:** Formalizing partnerships and data frameworks to align with new government priorities and funding for housing and homelessness (i.e. Heart and Hearth).

As outlined in their presentation to the RDOS, 100MH are requesting a total of \$200,000 to be shared between the City and RDOS. A request of \$120,000 will be brought forward to the 2026 City of Penticton budget process and the \$80,000 RDOS contribution proposal will be brought through their process over the coming year.

Focus areas that will be reflected through the extension of the MOU to Dec 31, 2025, will include continued progress on:

- Implementation of encampment response should the municipality be successful in its provincial advocacy for Heart and Hearth;
- Implementation of coordinated access in Penticton;
- Development planning for City owned sites for affordable housing (i.e. Galt Ave – Community Housing Fund);
- Ongoing support of the temporary winter shelter.

### *Municipal Role in 100 More Homes*

City of Penticton staff have been a continuous member of 100 More Homes since its inception in 2016, with representatives from development services, bylaw, social development and RCMP (as needed). While municipalities are not funded or mandated to deliver social services, they are responsible for funding and coordinating local 'social planning efforts.' In other words, the BC Government identifies that local governments are responsible for addressing social well-being by investing in coordinated planning, and various other provincial ministries are responsible for funding and delivering the services.

In addition to the partnership with 100 More Homes, Council also endorsed the City's first ever Social Development Framework in 2023, which laid out a clear vision of the City's role in addressing social health and well-being. In recognizing that the City has an important but limited role to play, the Social Development Framework identifies 100 More Homes as a key partner in addressing housing and homelessness. By

continuing to invest in 100 More Homes, the City can act as a partner in the collaborative, engaging meaningfully with social sector partners and supporting local advocacy efforts with a collective voice, without taking on direct ownership outside its municipal mandate.

### **Financial implication**

The 100 More Homes proposal requests an increased allocation for 2025 of \$45k to be funded by General Surplus. Currently the 2025 approved budget includes the remaining year of funding of \$85k for the existing agreement that ran to June 2025. If the proposed future MOU is approved by Council, staff would incorporate the \$120k request in the next budget process for 2026, an impact of an additional \$35k of funding annually that would need to be sourced.

### **Climate Impact**

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

### **Analysis**

100 More Homes has seen much success in its first three years of formal partnership with the City. UWBC has provided strong backbone leadership support and engaged over 40 organizations to support collective goals. In addition to the 2025-2028 Proposal submitted by UWBC, member organizations from 100 More Homes submitted letters of support for this continued partnership (Attachment A). These letters of support not only identify how important the 100 More Homes collective has been for individual organizations but also reaffirms their commitments to continue working collaboratively as part of the collective.

With Council's continued strategic priorities of Safe & Resilient and Livable & Accessible, this initiative is important to continue investment in the non-enforcement approach to public safety. With current community concerns about safety and well-being, clarifying the municipality's roles and responsibilities around housing and homelessness is important in the work City staff are a part of on a day-to-day basis. Additionally, the MOU sets out a framework for how the City can continue to support the work 100 More Homes and others are doing to try to address homelessness in Penticton.

### **Attachments**

Attachment A – Letters of Support from 100 More Homes Members

Attachment B - 100 More Homes Impact Report

Respectfully submitted,

Julie Czeck

General Manager of Public Safety and Partnerships

Concurrence

General Manager of Corporate Services  <i>AMC</i>	City Manager  <i>SH</i>
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To whom it may concern,

I am the Executive Director at Penticton and Area Access Centre, and a resident of Penticton. I'm writing in support of the proposal to continue the 100 More Homes initiative, allowing it to grow and expand via City funding as well as other potential funding sources.

As a service provider, I see 100 More Homes bring relevant people together at both an executive and front-line level to allow for more cohesion across providers. This drives efficiency, resulting in better service for the community and gaining the maximum potential from each bit of funding.

As a resident, knowing that the complex homelessness crisis is being addressed in a cohesive manner across organizations is truly reassuring. This cannot be solved by one organization alone, making the need for the 100 More Homes initiative absolutely clear.

It would be a true loss for every resident and business owner in Penticton if the initiative were not to be continued. I therefore ask Council to please approve the proposal.

Thank you for your consideration.

Sincerely, *Lucy Whittaker*

**Lucy Whittaker** (she/her)

Executive Director

**P:** 250.493.6822 ext: 203

**E:** [director@accesscentre.org](mailto:director@accesscentre.org)

209-304 Martin St., Penticton, BC V2A 5K4





**2<sup>nd</sup> May 2025**

**To Whom It May Concern,**

On behalf of **Community Living BC (CLBC)**, it is our pleasure to provide this letter of support for **100 More Homes** in their application for funding from the **City of Penticton**, and potentially other funding sources, to grow and expand their vital work.

CLBC's mission is to support adults with developmental disabilities and their families to live good lives as full citizens of their communities. We work in partnership with individuals, families, service providers, and community agencies to create more inclusive, accessible, and person-centered communities across British Columbia. The goals of 100 More Homes — increasing housing stability, fostering collaborative community leadership, and supporting vulnerable populations — are closely aligned with our own values and strategic objectives.

I have had the opportunity to participate in the work of the 100 More Homes steering committee and witness the tangible benefits of their collaborative model and the numerous community-based responses that highlight the power of coordinated community-driven solutions.

The 100 More Homes committee exemplifies what is possible when diverse stakeholders come together with shared goals. The group's ability to identify systemic barriers and mobilize resources to address them — while maintaining a strong commitment to equity and inclusion — is a key factor in its success. These qualities resonate deeply with CLBC's efforts to foster stronger, more resilient communities for people with developmental disabilities.

Community Living BC is proud to support the ongoing work of 100 More Homes and remains fully committed to working alongside this coalition to ensure that all members of our community — regardless of ability or circumstance — have a place to call home and the support they need to thrive.

Sincerely,

**Russell Cox**

Regional Housing Lead - Southern Interior  
Suite#201 2802-30th St  
Vernon, BC V1T 8G7  
250-308-9871  
Russell.Cox@gov.bc.ca

Penticton City Hall  
 Attention: Mayor and Council  
 171 Main Street Penticton, BC  
 V2A 5A9

May 2<sup>nd</sup>, 2025

**RE: Letter of Support for 100 More Homes Penticton MOU Renewal Proposal**

To Mayor Bloomfield and Council Members,

I am reaching out to share my wholehearted support for the funding for the role of the 100 More Homes Strategy Coordinator. I personally know the current coordinator, Annika Kirk, through the Youth Action Table (YAT) where we meet monthly. The vision and mission of the YAT is the same as all 100 More Homes projects - a community where all residents have a reasonable path to housing that is safe, stable, permanent, and appropriate for their respective needs. The values of 100 More Homes are so clearly shown through this role of working collaboratively to build a system of housing and supports to prevent and address homelessness in Penticton. Thanks to Annika's role, we have leadership and capacity to work towards these goals. Annika's unique leadership strengths have supported multiple organizations and individuals of diverse backgrounds and goals to come together to be heard and included through collective work that can at times be sensitive. Annika's ability to facilitate meetings and projects with inclusivity and grace has been integral in supporting our community to work towards the collective goals of 100 More Homes. Without a coordinator to take the lead of community meetings, collaborations and steps of action, the work would not be done.

Annika has worked with full commitment to the overall needs of the community, and managed to do what no one else has thus far in Penticton – bring all organizations supporting social development together. She has supported the foundation of the Penticton Outreach Community Table to be able to meet monthly, bringing Bylaw and other community outreach service providers together in one room. She has developed the Nowhere To Go Steps Forward: Strategic Direction for YAT 2024 and facilitated the Strategic Direction Planning process with the YAT and youth in the community. The Strategic Direction Planning leads the work we are currently doing based on the recommendations for the Penticton Nowhere To Go report of 2022. This is necessary work to continue to address the recommendations to address youth homelessness which is growing in unprecedented numbers throughout BC and Canada. Additionally, Annika has supported the development of a Lived and Living Experience Table of homelessness to inform all these other community projects occurring. This group, with Annika's support has developed a once monthly community clean up that is changing our community big ways – people who have experienced or are experiencing homelessness showing their support by supporting others unhoused to have the resources and support to clean up areas of the city. This is another example of how Annika brings community members together, as we see relationships improving between unhoused populations and the Bylaw team as trust begins to be rebuilt working together.

Annika does so much for the community of Penticton and is a change maker in this work. Her work is necessary for the community as we work towards goals of reducing homelessness and

increasing preventative and responsive measures in Penticton to reduce the harms of cyclical poverty and homelessness. The momentum the City of Penticton has begun for addressing social needs in our community is strong right now, but we need to continue it as the years ahead promise more economic and mental health challenges. I strongly support the renewal of the Memorandum of Understanding with 100 More Homes Penticton for the hard work we have all put in to continue forward in our community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Honor Hollman". The signature is fluid and cursive, with the first name "Honor" and last name "Hollman" clearly distinguishable.

Honor Hollman

RSW in community of Penticton



**SOUTH OKANAGAN  
IMMIGRANT AND  
COMMUNITY SERVICES**

340 Ellis St., Penticton B.C. V2A 4L7  
**Tel** 250.492.6299  
**Fax** 250.490.4684  
[www.soics.ca](http://www.soics.ca)

May 1, 2025

To Whom It May Concern,

On behalf of South Okanagan Immigrant and Community Services (SOICS), I am writing to express our wholehearted support for the 100 More Homes Penticton initiative and its proposed expansion through a renewed Memorandum of Understanding (2025–2028) with the City of Penticton and the Regional District of Okanagan-Similkameen.

As an organization dedicated to supporting newcomers and fostering inclusive communities, SOICS recognizes the critical role housing plays in the successful settlement and integration of immigrants and refugees. We have witnessed firsthand how housing insecurity and affordability challenges are significant barriers for many of the individuals and families we serve. These challenges disproportionately affect vulnerable populations, including racialized newcomers, seniors, and families with children—many of whom are at risk of homelessness or are precariously housed.

100 More Homes Penticton has been an invaluable partner in this region's collective effort to prevent and reduce homelessness. The initiative's commitment to collaborative, data-informed, and equity-centered approaches aligns closely with our values and work at SOICS. The leadership of 100MH in launching strategic community action tables, driving the Social Housing and Infrastructure Plan, and coordinating emergency and transitional responses has demonstrably improved systems navigation, increased housing access, and strengthened community safety and cohesion.

As a participating member of the 100 More Homes collective and its subcommittees, SOICS has benefitted from the initiative's coordinated efforts to align policy, service delivery, and advocacy. We have seen its impact in fostering





**SOUTH OKANAGAN  
IMMIGRANT AND  
COMMUNITY SERVICES**

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[www.soics.ca](http://www.soics.ca)

cross-sector collaboration, amplifying community voices, and engaging residents and businesses in meaningful dialogue around homelessness and housing.

The need for housing solutions that are inclusive, sustainable, and community-driven has never been greater. We strongly support the continued investment in 100 More Homes Penticton and its vision of making homelessness rare, brief, and non-recurring in our region.

We urge the City of Penticton and the RDOS to support the renewal and expansion of this initiative and to continue investing in the leadership and coordination that 100 More Homes provides. Together, we can build a resilient and compassionate community where everyone has access to safe, stable, and affordable housing.

Sincerely,

A handwritten signature in black ink, appearing to read "Cherry Fernandez".

Cherry Fernandez  
Executive Director





## P+OPS

### Penticton +Area Overdose Prevention Society

May 2, 2025

Attn: City of Penticton

This letter is to offer my organizations full support to the continuation of 100 More Homes. Penticton and Area Overdose Prevention Society (P+OPS) has been a member of 100 More Homes since our inception in 2021. Since that time, I fully believe that it was being part of the collective that made the growth of our society possible. We started as a volunteer organization relying on community donations until we worked with the collective to provide much needed winter sheltering options in our community. Since that first winter season we have now been able grow our resources, staff and commitment to vulnerable populations in Penticton.

The evidence of our success and growth was highlighted in the last six months for our shelter. this ability to provide essential services was enhanced due to the collaboration that is the core of 100 More Homes. As a peer led organization it was a joy to be able to support the enhancement of the collective with Lived and Living Experience voices.

Penticton is being looked to for what we are doing here and that wouldn't be happening without the backbone that this collective gives all the agencies fighting to end homelessness in our community. Without this collective and adequate resources needed to continue it, I do not believe we would be making the impact that has noticeably changed the culture of our community in the last three years.

Thank you for your continued support of not only the 100 More Homes Collective but to all organizations involved with making change on how we work with marginalized individuals in Penticton.

**Desiree Surowski**

Executive Director,

P+OPS





330 Ellis Street  
 Penticton, BC V2A 4L7  
 250.492.5814  
 OneSkyCommunity.com

May 2nd, 2025

Penticton City Hall  
 Attention: Mayor and Council  
 171 Main Street Penticton, BC  
 V2A 5A9

**Re: Letter of Support for 100 More Homes Penticton MOU Renewal Proposal**

To Mayor Bloomfield and Council Members,

I would like to share my wholehearted support for the funding for the role of the 100 More Homes Strategy Coordinator, currently filled by Annika Kirk. I personally know Annika Kirk, through the Youth Action Table (YAT), the Community Action Table (CAT), and the Penticton Outreach Community Table (POCT) where we meet monthly. The vision and mission of these tables is the same as all 100 More Homes projects - a community where all residents have a reasonable path to housing that is safe, stable, permanent, and appropriate for their respective needs. The values of 100 More Homes are clearly shown through this role of offering collaborative space in the community to build a system of housing and supports to prevent and address homelessness in Penticton. Thanks to Annika's role, we have the leadership and capacity to work towards these goals. Time and time again I have shared with other communities what is working in Penticton that most others across BC are struggling to accomplish. I firmly believe the role of the 100 More Homes Strategy Coordinator is the biggest contributing factor, as the neutral backbone in leadership from United Way supports a variety of non-profit organizations and city services whose values vary and whom historically have worked competitively due to the grants procurement process, to work together in ways never before seen. Annika's unique leadership strengths have supported multiple organizations and individuals of diverse backgrounds and goals to come together to be heard and included through collective work that can at times be sensitive. Annika's ability to facilitate meetings and projects with inclusivity and grace has been integral in supporting our community to address housing and economic instability with collective impact. Without a supportive coordinator to take the lead of community meetings, collaborations and steps of action, the work would not be done.

Annika has worked with full commitment to the overall needs of the community, and managed to do what no one else has thus far in Penticton – bring all organizations supporting social development together. She has supported the foundation of the Penticton Outreach Community Table to be able to meet monthly, bringing Bylaw and other community outreach service providers together in one room. She has developed the Nowhere To Go Steps Forward: Strategic Direction for YAT 2024 and facilitated the Strategic Direction Planning process with the YAT and youth in the community. The Strategic Direction Planning leads the work we are currently doing based on the recommendations for the Penticton Nowhere To Go report of 2022. This is necessary work to continue to address the recommendations to address youth homelessness which is growing in unprecedented numbers throughout BC and Canada. Additionally, Annika has supported the development of a Lived and Living Experience Table of homelessness to inform all these other community projects occurring. This group, with Annika's support has developed a once monthly community clean up that is changing our community in big ways





330 Ellis Street  
Penticton, BC V2A 4L7  
250.492.5814  
[OneSkyCommunity.com](http://OneSkyCommunity.com)

– people who have experienced or are experiencing homelessness showing their support by supporting others unhoused to have the resources and support to clean up areas of the city. This is another example of how Annika brings community members together, as we see relationships improving between unhoused populations and the Bylaw team as trust begins to be rebuilt by working together on a shared goal.

Annika does many things for the community of Penticton and is a change maker in this work. Her work is necessary for the community as we work towards goals of reducing homelessness and increasing preventative and responsive measures in Penticton to reduce the harms of cyclical poverty and homelessness. The momentum the City of Penticton has begun for addressing social needs in our community is strong right now, but we need to continue it as the years ahead promise more economic and mental health challenges. I strongly support the renewal of the Memorandum of Understanding with 100 More Homes Penticton for the hard work we have all put in to continue forward in our community.

Yours truly,

A handwritten signature in blue ink, appearing to read "Stephanie Lines", with a large, stylized initial "S" and "L".

**Stephanie Lines**  
**Harm Reduction Coordinator**  
**OneSky Community Resources**



May 2, 2025

To Whom It May Concern,

**Re: 100 More Homes Penticton**

On behalf of ASK Wellness Society, it is our pleasure to provide this letter of support for 100 More Homes in order to strengthen their application funding from the City of Penticton and potentially other funding sources, to continue to grow and expand.

Over the many years of both witnessing and participating in the 100 More Homes committee, it is evident their work is desperately needed. The accomplishments of the committee and its working groups have been remarkable. Efforts to support the construction of housing sites such ASK's Snpa?xtentn recovery focused supportive housing, the development and success of POPS winter shelter, and other community-based programs supporting vulnerable populations and the community at large are but a few examples of their success. 100 More Homes is a testament to the value and innovation that comes from having a collective table of stakeholders who can identify and solve deep seat, systemic problems. Combined with an engaged and committed City Council, the work of 100 More Homes has transformed the social and health fabric of Penticton. I am excited to see a renewed mandate considered and to continue to participate in the work of 100 More Homes.

ASK Wellness Society remains fully committed to working with 100 More Homes to expand and deepen the impact of the group to support inclusive and resilient communities.

Respectfully,

Bob Hughes, MA/MSM  
Executive Officer  
[b.hughes@askwellness.ca](mailto:b.hughes@askwellness.ca)  
ASK Wellness Society



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**April 14, 2025**

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

**Re: Letter of Support – Renewal of the Memorandum of Understanding for the 100 More Homes Penticton Initiative**

Dear Mayor Bloomfield and Members of Council,

On behalf of the South Okanagan Women in Need Society (SOWINS), I am writing to express our strong support for the renewal of the Memorandum of Understanding (MOU) for the 100 More Homes Penticton initiative—and to advocate for increased funding to ensure the sustainability and growth of this vital collaboration.

SOWINS has been serving the South Okanagan for over 40 years, supporting women, children, youth, who have experienced or who are at risk of experiencing violence and abuse. We are on the front lines of the housing crisis and witness firsthand the compounding impacts of gender-based violence, poverty, and the lack of affordable, safe housing in our region.

At this very moment, there are numerous women—including seniors—who are sleeping in their cars for days and even weeks. These women are often invisible in homelessness statistics, but they are incredibly vulnerable to violence, exploitation, and serious health risks.

Even more distressing are the women (including youth) who are engaging in survival sex—trading sex for a bed, a couch, or a night of safety off the streets—because they have no other options. This form of hidden homelessness highlights exactly why collaborative initiatives like 100 More Homes are so essential in addressing complex housing needs. By bringing together housing providers, service organizations, and government partners, it creates a unified, trauma-informed approach to homelessness and housing instability.

Renewing and increasing funding for the 100 More Homes initiative directly supports the goals outlined in the City of Penticton's Social Development Framework—particularly around housing and homelessness. We urge Council to not only renew its commitment to this important work, but to do so with enhanced funding to match the scale and urgency of the crisis we're facing.

Thank you for your leadership and for your ongoing dedication to building a safe, supportive, and equitable community for all.

Sincerely,

Liz Gomes-Executive Director





**United Way**  
**British Columbia**

### **100 More Homes Penticton**

*Proposal to Renew the Memorandum of Understanding (2025 – 2028) with the City of Penticton, and explore expansion with the Regional District of the Okanagan Similkameen*



Version: April 28, 2025



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## Executive Summary

The housing needs of communities in the Regional District of the Okanagan-Similkameen (RDOS) are complex and a shortage of affordable housing is impacting those on low and fixed incomes disproportionately. The United Way BC (UWBC) report, *Aging in Precarity*<sup>1</sup>, and the Province of BC's *Belonging in BC Strategy*<sup>2</sup> clearly show data that seniors, families, young people, and people with health needs are more likely to lose housing than other groups. The number of people who are precariously housed and becoming unhoused has grown significantly since COVID-19; to secure a safety net for this group of Okanagan residents it is essential to utilize existing resources within a community and advocate, collectively, for strategic and essential additional resources.

## Proven Track Record

This is work that 100 More Homes Penticton (100MH Penticton) has been doing since 2018, and with a funding agreement from the City of Penticton in 2022, that safety net has grown, with the collective shifting from “band-aid” solutions (an emergency response model) to a proactive and preventative focused approach to solving homelessness. The focus is on the community driven element of public safety that prioritizes addressing the root causes of homelessness, affordable housing, systems coordination, and collaboration through meaningful engagement and investment with social sector partners. Investment in this type of model is making an impact and can continue to do so across the Okanagan-Similkameen, helping ensure more people stay housed with appropriate supports. This document will outline what has been achieved in Penticton, what action is needed, what we can do and what resources are required.

100MH Penticton demonstrates an innovative approach to addressing homelessness with municipal support and seeks the renewal and extension of our funding agreement to build upon the progress made since its inception. This initiative has shown measurable success in tackling housing insecurity in Penticton, and ongoing investment is vital to maintaining and expanding this impact<sup>3</sup>. Key successes include working to increase access to health services for unhoused residents, centring experiences of people with lived and living experience, supporting youth and workforce housing initiatives through the Social Housing and Infrastructure Plan (SHIP), building impactful relationships between unhoused community members, other residents and businesses to increase safety and well-being (see Appendix 1).

There is a strong body of evidence to show that having a well-known and established organization, like the United Way British Columbia (UWBC), as the neutral backbone organization of a collective impact initiative is key in delivering results in an area such as homelessness and housing. A backbone organization is “an entity that functions independently as a centralized management team for partnership efforts”<sup>4</sup>. This model coupled with strong municipal and/or regional government support has been proven to deliver the most impactful and

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<sup>1</sup> [uwbc-seniors-housing-report-hi-res.pdf](#)

<sup>2</sup> [BelongingStrategy.pdf](#)

<sup>3</sup> [100 More Homes Penticton | United Way British Columbia](#) Impact Report 2023 (2024 coming soon)

<sup>4</sup> Klempin (2016) *Corridors of College Success Series Establishing the Backbone: An Underexplored Facet of Collective Impact Efforts*





community-driven results<sup>5</sup>. In Penticton we can see the results daily through 100MH's ability to respond to community needs, deliver a public relations strategy and respond to data management needs.

### Future Regional Sustainability

Since setting its [2021-2024 strategic goals](#), 100MH Penticton has adapted to address increasingly complex housing issues and has achieved these goals through collaboration, robust governance, innovation and cost-effective strategies. As the work has changed so too has the cost of delivering the program, this proposal considers the necessary support required from the neutral backbone organization to help move important areas of work forward. As political landscapes and policy priorities evolve, our work must remain nimble and responsive. Continued funding, that reflects increased costs of program delivery, will enhance our capacity to meet these challenges, ensuring our efforts align with government objectives and priorities.

The next phase of 100MH Penticton's 2025 – 2028 strategic goals aim to address several critical operational areas. These priorities include data management and evidence-based policy development, emergency response supports, community coordination and accountability, governance, and strategic communications and advocacy. Ongoing government support is an investment not only in our program but in the broader stability and well-being of the City of Penticton and Regional District of the Okanagan Similkameen. Our goals align closely with the City of Penticton's Council Priorities<sup>6</sup>, the Regional District Okanagan Similkameen Strategic Goals<sup>7</sup> and provincial housing priorities<sup>8</sup>, ensuring that our work contributes to the broader landscape of housing and homelessness identified priorities.

To support these goals United Way BC is seeking \$200,000 between the City of Penticton and Regional District of the Okanagan-Similkameen to deliver a program that will prevent and address homelessness and housing instability in the region, supporting regional sustainability, creating livable and accessible communities and fostering future economic and social well-being.

## Background

### History of 100 More Homes Penticton

In 2016, United Way British Columbia (then United Way Central and South Okanagan) was asked by community partners to coordinate the [100 More Homes initiative](#) (100MH) in Penticton. This meant coordinating government, non-profits, business organizations, health authority representatives, crown corporations and lived

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<sup>5</sup> Klempin (2016) Corridors of College Success Series Establishing the Backbone: An Underexplored Facet of Collective Impact Efforts

<sup>6</sup> <https://www.penticton.ca/city-hall/city-council/strategic-priorities>

<sup>7</sup> <https://chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.rdos.bc.ca/assets/LEGISLATIVE-SERVICES/Strategic-Plan-2023-2026.pdf>

<sup>8</sup> <https://news.gov.bc.ca/releases/2023HOUS0019-000436#:~:text=B.C.%20government%20addresses%20housing%20challenges%201%20Help%20deliver,approvals%20to%20ge t%20homes%20built%20faster.%20More%20items>



experience to work collaboratively in maximising existing resources, building capacity in the community and developing a shared vision when addressing the local housing and homelessness crisis.

Initially formed to implement a *Housing First approach*, 100MH Penticton has evolved into a key driver of strategic coordination, service integration, and policy development. Through the leadership of long-term Executive Directors of non-profit organizations, the backbone support of a nationally recognized charity and the contributions of over 40 non-profits, businesses, crown corporations and multi-layers of government, 100 More Homes Penticton provides strategic guidance and leadership for Penticton residents on the development of housing across the housing continuum. In 2021, 100MH Penticton, United Way BC and the City of Penticton recognized the importance of this multi-sectoral collaborative work by creating a formal partnership through a *Memorandum of Understanding* that resulted in funding provided to the initiative for a full-time Strategy Coordinator.

With the support of City of Penticton social development staff and elected officials, the scope and impact of 100MH Penticton has grown significantly and now attracts provincial, and national, recognition thanks to these collaborative partnerships. Penticton's drive to shift from response to prevention is seen most clearly through the 2024/2025 Temporary Winter Shelter model and the community led Social Housing and Infrastructure Plan framework. These successes are part of the reason that 100MH's has seen an increase in membership of 57% and representation of an additional six sectors in the community. 100MH Penticton, with UWBC backbone support, has built a strong foundation for systems-level change in the community, and is seeing this positive change occur, and increase, year over year.

### Increasing Need in the Region

The Province of BC has seen a significant rise in homelessness since 2017, with over 8,665 people experiencing homelessness on a given night in 2020/2021, marking an 11% increase since 2017.<sup>9</sup> Penticton is no exception – seeing intensified and rising rental costs, limited affordable housing options, and economic challenges. The 2023 Penticton Point-in-Time Count revealed a 45% increase in people experiencing homelessness, underscoring the urgent need for coordinated action.<sup>10</sup> Across the Regional District of the Okanagan-Similkameen a similar picture has emerged, in August of 2024 UWBC presented a regional proposal to the RDOS highlighting some core needs including that in 2016, 29% of (RDOS) renter households were in core housing need, compared to only 6% of owner households. This disparity highlights the urgent need for targeted support for renters, including the development of affordable rental units and the provision of rental subsidies ([Housing Needs Assessment, 2021](#)). In the RDOS Strategic Plan it is noted that “cost of housing remains a concern in the area” with goal 3 focusing on sustainability of the region including socially and economically<sup>11</sup>. In August of 2024, UWBC provided a series of recommendations to the RDOS Board of Directors and is currently awaiting feedback on potential next steps and opportunities to work collaboratively across the RDOS.

<sup>9</sup> <https://news.gov.bc.ca/files/BelongingStrategy.pdf>

<sup>10</sup> [Link BC Housing reference](#)

<sup>11</sup> <https://chrome-extension://efaidnbmnnnibpcjpcglclefindmkaj/https://www.rdos.bc.ca/assets/LEGISLATIVE-SERVICES/Strategic-Plan-2023-2026.pdf>





Recent data collection activities, through the 2024/2025 winter season, has identified that around 40% of people accessing shelter services are from Penticton and that 9% are from the broader Okanagan region, 9% from the Lower Mainland and 26% from another Province. A total of 243 unique individuals were supported at Compass House and the Temporary Winter Shelter. A regional approach to supporting people experiencing homelessness, or who are precariously housed, would enable the 100MH Penticton collective to leverage supports from provincial and federal partners in providing social safety nets for residents of the communities in the South Okanagan Similkameen.

Over the last three years 100MH Penticton has demonstrated a commitment to developing an accountability framework for all community partners, now embedded within a set of Collective Impact Principles that all members agree to. Accountability is key in demonstrating each organization's commitment to delivering on shared goals; through recent winters, 100MH Penticton coordinated convening partners from BC Housing, Interior Health and the City of Penticton as they cumulatively built on each other's work and commitment resulting in a multi-sectoral delivery model. The collective is now using this model to build datasets, bringing additional provincial and federal partners to the table and strengthening the capacity of local organizations to address housing and homelessness together.

### **Solution Focused**

In response to local needs 100MH Penticton has expanded its scope, strengthened partnerships, and implemented targeted solutions to prevent and address homelessness. Through a growing network of funded resources and in-kind community contributions, 100MH Penticton has established a comprehensive system of managed supports, ensuring that people in need receive effective, community-driven assistance. Recognizing the increasing demand for sustainable housing solutions, 100MH Penticton has taken a leadership role in:

- Establishing specialized action tables to address emerging challenges
- Leading advocacy efforts at the municipal, provincial, and federal levels
- Securing funding for innovative housing initiatives that prioritize long-term impact

The City of Penticton and 100MH Penticton have started to lead innovative initiatives to combat these issues including the Social Housing and Infrastructure Plan (SHIP), Youth Action Table (YAT) and the Housing Action Table (HAT) to incubate and develop pioneering housing development options. 100MH Penticton is integral to these projects through the convening of community partners, supporting inclusive community engagement, the participation of people with lived and living experience and designing a common agenda around housing solutions. With growing alignment between provincial and federal homelessness strategies, including the [Belonging in BC framework](#) and the *BC Tri-Lateral Alignment Project*<sup>12</sup>, 100MH Penticton is well-positioned to drive coordinated community responses, which could include programs like HEART & HEARTH and a regional model to support surrounding communities.

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<sup>12</sup> Appendix 4: BC Tri-Lateral Alignment Project Summary



By leveraging strategic investments and expanding its collaborative approach, 100MH Penticton will continue to play a critical role in ensuring that homelessness in the South Okanagan Similkameen is brief, rare, and non-recurring.

## Value Add of 100 More Homes Penticton

Since its inception, 100MH Penticton have evolved from a monthly community update meeting to a fully-fledged Collective Impact initiative that is the go-to organization in the region for housing and homelessness leadership. 100MH Penticton has supported the City of Penticton flip the switch on how to handle complex social issues and would not be able to do this work without the support of municipal staff and leadership, and the rest of its diverse and inclusive membership (see [100 More Homes Impact Report 2024](#) ).

### Cost-Effective Approach

100MH is a well-structured, multi-sectoral initiative with a well-established and sophisticated governance model. The initiative is guided by an Executive Committee, Steering Committee, and a dedicated Strategy Coordinator, ensuring strategic direction and accountability. In the last two years, 100MH has facilitated a comprehensive governance model that includes the development of seven or more action tables that address specific housing and policy challenges in the community, developed community driven databases (including a By Name List), collectively attracted provincial funding options and effectively handled the increase in people living unhoused.

Through this structured and resourced approach, the initiative has had measurable impacts – including a 60% reduction in bylaw calls, a 47% decrease in fire department responses, and reductions in direct queries to the City of Penticton for the Temporary Winter Shelter in 2024/2025. These outcomes demonstrate the effectiveness of a coordinated, community-driven response to housing instability.

### In-Kind Community Contributions

Over the last eight years 100MH Penticton has attracted the people and organizations who want to be involved in this important work. The collective has grown and expanded to include 40 organizations across the non-profit, business, health, government, First Nations and crown corporations ([100MH Impact Report 2024](#)). This group of dedicated and passionate people together contribute over \$50,000 in kind per year to this collective work; this represents a total contribution that is worth over 50% of our current contract value. In addition, UWBC has contributed over \$25,000 through marketing, public relations, management support and technological infrastructure. The group that bring this added value to the City of Penticton community includes non-profit organizations who apply for grants and adapt their programming to fulfil the broader goals of the group; the business community who lead safety and security work locally; and health focused organizations who listen and adapt programming to ensure it is accessible to the people that need it.

The ability of 100MH Penticton to adapt and adjust to changing community needs and build on successes of previous initiatives is based on these contributions from our membership. The value add to the broader Penticton community is far greater than this monetized in-kind contribution and extends to reductions in bylaw



call out, fire department responses, prevention of people becoming homeless (which carries a hefty price tag of approximately \$53,144 per person per year in service provision<sup>13</sup>). By investing in collective impact initiatives, delivered by a neutral backbone organization, the community of Penticton is seeing a Return On Investment (ROI) that exceeds the investment being requested.

### Nationally Recognized Model of Community Leadership

Additionally, Penticton is the only non-Reaching Home community to participate in the implementation of the BC *Tri-Lateral Alignment Project*, a groundbreaking collaboration between BC Housing, Provincial Ministry of Housing, and the Ministry of Housing Infrastructure Communities Canada (HICC). The goal of the project is to create a single database to identify all people at risk of or experiencing homelessness and to support them to find the appropriate housing. This work aligns with the [Belonging in BC Provincial Strategy](#) and [HEART/HEARTH](#) models delivered by BC Housing as a rapid response to increased and complex homelessness needs. See Appendix 2: Strategic Priorities 2025-2028.

The work of 100MH Penticton in coordinating community partners, completing the foundational work for the Built for Zero By-Name List and the support of the municipality has paved the way for Penticton to be included in this groundbreaking national initiative. The City of Penticton's participation in this project underscores 100MH's leadership in community-based housing data and service coordination.

### Priority Areas

Through inclusive community engagement the 100MH Penticton Collective has developed a series of priority strategic focus areas. As identified the work of the collective has shifted in the last two years to be more responsive and agile to community needs as they arise. 100MH Penticton's work for the next five years will focus on six key areas, with priorities determined by community needs and funding availability:

**1. Data Management & Evidence-Based Policy:** 100MH Penticton will enhance its Coordinated Access data systems to better track homelessness trends, improve monitoring of inflows and outflows of homelessness, and develop a shared community dashboard for real-time reporting. By expanding the *Built for Zero initiative*, the initiative will also be positioned to secure additional federal funding and further strengthen its data-driven approach. Building off the successful data collection from the 2024-2025 Temporary Winter Shelter, 100MH seeks to expand continue its scope of data collection in other areas in community to better understand needs, trends, impact and future forecasting.

**2. Housing & Policy Development:** 100MH Penticton will continue to support the *Social Housing & Infrastructure Plan (SHIP<sup>14</sup>)*, working closely with municipal staff and government partners to address housing gaps. 100MH Penticton will also advance youth housing solutions based on findings from the *Nowhere to Go*

<sup>13</sup> [Costs of services for homeless people with mental illness in 5 Canadian cities: a large prospective follow-up study | CMAJ Open](#)

<sup>14</sup> <https://www.penticton.ca/city-hall/news-alerts/strong-year-housing-more-growth-planned>



report<sup>15</sup> and collaborate with the City of Penticton, Regional District Okanagan-Similkameen, developers, and non-profits to accelerate the development of new housing projects.

**3. Emergency Response Supports:** Marginalized populations are at a higher risk for homelessness and having emergency supports in place is critical to ensuring vulnerable populations have access to emergency resources when needed. Whilst ongoing housing development is the priority, 100MH Penticton will advocate for increased capacity for seasonal shelters and basic needs services as data shows the need for these supports. Advocacy efforts will focus on securing long-term funding for emergency and transitional housing, while coordination with emergency response agencies and outreach teams will be strengthened. Given the rising impacts of climate change, 100MH Penticton will align with local government emergency response plans to better support individuals experiencing homelessness.

**4. Community Coordination:** 100MH Penticton will expand its multi-sector partnerships and increase support for action tables, ensuring that all stakeholders remain engaged in solution-building. The [\*Lived/Living Experience Table\* \(LLET\)](#) will play an even greater role in program and policy design, ensuring that those with firsthand experience inform decision-making. LLET has been instrumental in the relationship building between Bylaw, Community Safety and the business community in demonstrating the needs of people living unhoused alongside the supports that broader Penticton residents and businesses need. The strength of multi-sectoral tables such as the Housing Action Table and the development of SHIP will continue to remain a key feature in the future of 100MHs.

**5. Governance:** 100MH Penticton will establish regional collaboration models and formalize partnership agreements with municipal, regional and First Nation governments. Strengthening governance structures will ensure accountability, effective evaluation of initiatives and long-term sustainability for key tables such as the Housing Action Table, Penticton Outreach Coordination Table and LLET. Improved reporting mechanisms will enhance transparency and impact for a variety of funding partners.

**6. Communications & Public Engagement:** A robust government and Indigenous relations strategy will be developed to ensure alignment with regional and provincial priorities. External outreach will include a public relations campaign to address misinformation about homelessness, as well as enhanced media engagement through storytelling, advocacy, and data-driven messaging. Joint advocacy efforts with municipal and Regional District Senior Leadership Team, and 100MH Steering Committee will further amplify 100MH Penticton's impact. Additionally, 100MH Penticton will host public engagement events, including Neighbourhood Forums, to foster greater community understanding and collaboration.

**7. Advancing Community Needs:** utilizing a shared advocacy approach by leaning on our organizational networks and connections and finding ways to promote the needs of community to our province and federal

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<sup>15</sup> <https://chrome-extension/efaidnbmnnnibpcajpcglclefindmkaj/https://www.penticton.ca/sites/default/files/docs/our-community/social-development/2022-04-08-PDF-City%20of%20Penticton%20Youth%20Homelessness%20Report%20January%202022.pdf>

partners. Advancing equitable impact and addressing the most pressing issues collaboratively through multisectoral partnerships.



## 2025 – 2028 Investment Proposal

To meet the South Okanagan Similkameen housing needs and prevent long-term homelessness, 100 More Homes Penticton seeks a multi-year investment of \$200,000 per year from the City of Penticton, the Regional District Okanagan Similkameen and other funding partners. The original MOU was designed prior to significant increases in staffing and operational costs, as a result the current MOU is operating at a deficit. This proposal has outlined the value add of 100 More Homes across the Penticton community, and beyond; the potential of RDOS support to this ask would strengthen 100MH's ability to deliver on its strategic goals and expand its role to encompass the region. To sustain and develop the return on investment this renewed funding will support dedicated systems improvement, coordination, governance, and service delivery, ensuring that 100MH continues to drive collaborative, evidence-based solutions to homelessness.

### Key Areas for Investment

100MH Penticton will continue to strengthen its governance model to enhance service coordination and implement data-driven homelessness prevention initiatives. This investment will allow Penticton to remain a leader in collaborative housing solutions while fostering a thriving, resilient community. At the optimal funding level, 100MH Penticton will have the capacity to:



- Sustain and expand leadership capacity by funding one Full-Time Equivalent (FTE) staff and one 0.2 FTE staff, including a specialist role with expanded strategic responsibilities and dedicated collaboration management support.
- Maintain and enhance strong governance model, including the Housing Action Table and the Lived/Living Experience Table (LLET), ensuring continued cross-sector collaboration and community-driven solutions.
- Strengthen participation in local, regional, and provincial planning efforts, positioning Penticton as a leader in Coordinated Access implementation over the next 2-3 years.
- Expand community programming, including:
  - Lived/Living Experience public engagement sessions to support relationship building
  - Resident engagement sessions to increase public awareness and participation
  - Expansion of the Community Clean-Up initiative to additional locations
  - Public education campaigns to counter misinformation and promote evidence-based housing solutions
- Implement a high-impact marketing, fund development, communications, and public relations strategy to improve public engagement, increase awareness, and build investment support for housing initiatives.

### Staffing Structure (2025-2028)

The model outlined below shows three scenarios based on the immediate needs of the South Okanagan Similkameen community. If the collective expands beyond Penticton, it is anticipated that a name to reflect that change may need to be identified.

United Way BC (UWBC) is a unionized workplace; non-exempt roles adhere to a collective agreement which reflects an increase in salary annually and supportive benefits package. The previous MOU was not reflective of these financial implications. Since the MOU inception the cost of staffing and operations for UWBC has seen a significant increase (cost of living, post-COVID costs, pay equity); these changes reflect the investment request. To reflect anticipated increased costs of program activities over the timespan of the agreement there will be an increase year over year of 2.5% to reflect inflationary pressures.

Category	FTE	Description	\$160,000/yr	\$200,000/yr	\$300,000/yr
Labour costs	1	<i>Strategy Coordinator/ Specialist</i>	✓ (Coordinator)	✓ (Coordinator)	✓ (Specialist)
	0.2	<i>Data Coordinator</i>	✗	✓	n/a
	0.8	<i>Data Coordinator</i>	✗	✗	✓
	0.5	<i>Lived Experience Coordinator</i>	✗	✗	✓
	0.5	<i>Marketing/Communications/ Fund Development</i>	✗	✗	✓
Non-labour direct costs	-	<i>Community events, advertising, transportation, meeting</i>	minimal	✓	✓



		<i>expenses, software/hardware, honorariums</i>			
Backbone Infrastructure Support	-	<i>Marketing &amp; communications, IT, management support, financial systems, database management</i>	minimal	✓	✓

By leveraging the core investment and in-kind contributions from community partners—including support from service providers, housing agencies, and local businesses—this investment will further reduce direct service costs for emergency response, community safety and public engagement. Additional resources will support the procurement of diversified revenue contributions which would support the ongoing funding needs for the collective and could include funding from grants such as the one recently received from SPARC BC for \$25,000. With increased staffing support 100MH Penticton can strategically seek additional funding for the region.





## Conclusion

100MH Penticton has evolved into a cornerstone of multi-sector collaboration, strategic planning, and action in addressing homelessness. Despite external challenges—including the COVID-19 pandemic, rising housing costs, and an increasingly complex service landscape—the initiative has continued to expand its reach and impact. The growing demand for housing solutions reflects broader regional trends, with Penticton’s population increasing by 1.9% between 2016 and 2021 and 23% of households living in unaffordable housing.<sup>16</sup> The most recent Point-in-Time Count found that over 36% of people experiencing homelessness in Penticton lost their housing due to insufficient income.<sup>17</sup> This reality underscores the need for a coordinated, well-resourced response.

To sustain and build on this work, 100MH Penticton requires an expansion of staffing, continuous evaluation and improvement of governance structures, and long-term financial investment. The initiative has outgrown its initial coordinating role and is now a key driver of regional housing policy, advocacy, operational response and service innovation. Over the past three years, 100MH Penticton has launched and supported a comprehensive governance model that delivers tangible results, contributed to the development and coordination of the City of Penticton’s Social Housing and Infrastructure Plan (SHIP), and deepened engagement with Indigenous communities and regional partners. The initiative has also taken on critical emergency response coordination roles within the Regional District of Okanagan-Similkameen further demonstrating the need for increased leadership capacity and dedicated administrative and data management support.

Moving forward, securing multi-year funding commitments from municipal, provincial, and federal sources will be essential in ensuring long-term sustainability. Strengthening internal capacity will allow 100MH Penticton to maintain its momentum and effectively manage its growing portfolio of initiatives. Formalizing governance structures that can leverage high impact activities and scaling successful programs, such as the Housing Action Table and the Lived/Living Experience Table, will further enhance the initiative’s ability to drive systemic change.

The renewal of this Memorandum of Understanding marks a pivotal opportunity to solidify these efforts. It affirms the shared commitment of key stakeholders—including the City of Penticton, the Regional District of the Okanagan-Similkameen, regional partners, service providers, and people with lived/living experience—to a coordinated, long-term approach to homelessness prevention and housing development. By reinforcing strategic collaboration, data-driven decision-making, and a strong commitment to lived experience leadership, 100MH Penticton is transforming how the community responds to housing insecurity. Renewing this agreement will ensure continued progress, allowing the initiative to drive meaningful, lasting change and work toward a future where every person across the South Okanagan Similkameen has access to safe, stable, and affordable housing.

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<sup>16</sup> [Penticton Housing Needs Assessment 2023](#)

<sup>17</sup> [BC Housing Point in Time Count 2023](#)





## Appendices

### Appendix #1: Key Achievements in 2024

#### 1. Centering People with Lived/Living Experience (PWLLE)

- Launched the Lived/Living Experience Table, a sub-committee of the 100 More Homes Steering Committee that consists of 6-10 members with lived or living experience of homelessness.
- Facilitated the first-ever Lived/Living Experience Grant Review Panel for an Urban Matters/UWBC grant for Integrated Services
- Increased participation of PWLLE in safety committees, policy discussions, program development and community events such as the following:

#### LLET Policy Engagements 2024/2025

- Community Action Table - Penticton System of Care Project: Gap Validation
- City of Penticton – CSO Program Review
- City of Penticton/100MH – Council Open House
- City of Penticton – Integrated Services Centre Grant validation
- City of Penticton – Public Safety Advisory Committee seat
- City of Penticton – Parks Bylaw Amendments Review

**Community Clean – ups:** In response to community feedback and recommendations from people with lived/living experience (PWLLE), 100 More Homes Penticton (100MH) launched a monthly Community Clean-Up initiative in May 2024. This initiative aligns with broader public safety and community well-being strategies by fostering positive engagement between unhoused and housed residents while maintaining cleaner, safer public spaces.

Since its inception, the program has:

- Hosted monthly clean-ups (excluding December) at key locations identified by PWLLE based on emerging community needs.
- Engaged an average of 39 participants per event, including individuals with lived experience, service providers, and community members.
- Provided honorariums for PWLLE participants, acknowledging barriers to traditional volunteerism and ensuring equitable participation.
- Delivered over 500 collective volunteer hours to support litter removal, public space maintenance, and community engagement.
- Supported the removal of the abandoned property at the Fairview encampment, facilitating the removal of 7 truckloads of garbage at one Clean-up
- Attracted media coverage through Penticton Now reporter which resulted in a positive story that demonstrated the impact the Clean-ups have had on community



- Provided a safe space for PWLE and Bylaw officers to connect and build foundations for trust, supporting the ongoing role Bylaw has in working with the unhoused community

## *2. Housing Action Table Launch*

- Launched the Housing Action Table, a sub-committee of the 100 More Homes Steering Committee that consists of a 50/50 split of local nonprofit organizations and developers, as well as a diverse group of funders.
- Strengthened governance and strategic planning for housing and policy initiatives.
- Enhanced partnership with the City of Penticton through the recruiting of the chair position (Steven Collyer – Housing Initiatives & Policy Manager).
- Laid foundations to support the community engagement for the Social Housing and Infrastructure Plan (SHIP).

## *3. Increased Public Engagement*

- Participated in the City of Penticton's Council Open House in October regarding Public Safety & Partnerships
- Hosted regular Neighbourhood Forums over the Temporary Winter Shelter operations to engage with local residents and business owners with 20 resident and business attendees to date
- Co-created three publicly available documents for general community members to use as resources in regard to the Temporary Winter Shelter operations
- Hosted & facilitated the first Phase of 3 learning opportunities for City Council members, which included touring Compass House (PDSCL shelter), the Temporary Winter Shelter (Penticton +area Overdose Prevention Society emergency shelter), and Burdock House (ASK Wellness supportive housing)
- The Penticton Chamber of Commerce extended an invitation for 100 More Homes to have a seat on their Security Committee. This committee is responsible for overseeing the City funded and Council endorsed camera program in partnership with Downtown Penticton Association.
- Built a broader audience, including businesses and concerned community members.

## *4. Regional & Provincial Recognition*

- 100MH presented at major conferences including:
  - BC Nonprofit Housing Association's Regional Education & Networking Tradeshow (RENT) Conference – Kelowna, BC
  - BC Nonprofit Housing Association's Housing Central conference – Vancouver, BC
- Social Housing & Infrastructure Plan (SHIP) was established as a community-wide initiative.
- 100MH presented to the board members of the Regional District Okanagan-Similkameen with a recommendation to include funding considerations for expanding the 100MH model to support regional integration in their 2024 Strategic Planning



## Appendix #2: Strategic Goals for 2025-2028

### *Expanding Lived/Living Experience Leadership*

In 2024, 100MH successfully established the Lived/Living Experience Table (LLET) and integrated people with lived or living experience (PWLLE) into decision-making processes. In 2025, the goal is to further formalize these engagement structures, ensuring that PWLLE are equitably compensated, have access to leadership training, and are actively involved in policy discussions, program design, and funding decisions. Building on the model identified in the PLECoH and LECOH Allyship research projects, utilizing the framework outlined to:

- Increase PWLLE participation in city planning, safety committees, and municipal policy reviews.
- Expand honorarium-based opportunities for engagement, including new advisory/convenor roles.
- Strengthen mentorship and leadership development programs for PWLLE.
- Supporting grant reviews and writing grants for additional funding locally, utilizing these community embedded subject matter experts.

### *Advancing Meaningful Indigenous Engagement*

Recognizing the disproportionate impact of homelessness on Indigenous communities, 100MH is committed to deepening relationships with Indigenous leaders, organizations, and knowledge keepers. The 100 More Homes Coordinator has been engaged with Indigenous partners in 2024 and has been able to start this work, relationship building and action takes time to develop. This includes working towards culturally appropriate housing solutions and ensuring Indigenous voices are central to decision-making processes.

- Establish partnerships with local First Nations and Indigenous-led service providers.
- Co-develop Indigenous-led housing and homelessness initiatives.
- Implement culturally relevant training for service providers and stakeholders.

### *Enhancing Data and Systems Coordination*

Reliable real-time data is critical for effective service delivery and policy development. 100MH will focus on strengthening data collection, analysis, and sharing processes to improve homelessness tracking, service coordination, and long-term planning.

- Develop a shared data dashboard in collaboration with the City of Penticton and regional partners.
- Improve tracking of inflows and outflows of homelessness through Coordinated Access.
- Utilize data-driven insights to inform advocacy efforts and funding proposals.
- Working in partnership with the Canadian Alliance to End Homelessness, Reaching Home funded Community Entities and BC Housing to become the only non-Reaching Home community as part of the Provincial Alignment project for HIFIS.

### *Strengthening Advocacy and Policy Alignment*

Effective advocacy requires a unified voice across sectors. In 2025, 100MH will work towards aligning municipal, regional, and provincial advocacy efforts to secure long-term policy and funding commitments. This includes



strengthening relationships with the City of Penticton, the Regional District of Okanagan-Similkameen (RDOS), and higher levels of government.

- Develop a joint advocacy framework for 100MH, the City of Penticton, and RDOS to engage with provincial and federal decision-makers.
- Build capacity for proactive policy engagement rather than reactive crisis management.
- Host strategic policy forums and government relations events to advance key initiatives.

#### *Securing a Sustainable Emergency Shelter Response*

Following the successful implementation of an Emergency Weather Response shelter for 2024/2025, the next phase will focus on ensuring long-term stability for emergency shelter services. This includes securing multi-year funding agreements and integrating emergency shelter operations with broader housing and support systems.

- Advocate for a sustainable emergency shelter funding model.
- Strengthen partnerships with shelter operators and outreach teams to enhance service coordination.
- Expand access to wraparound services (e.g., health, mental health, and substance use support) within emergency shelter settings.

#### *Launching a Youth Housing Initiative*

Youth experiencing homelessness face unique challenges, requiring targeted interventions and long-term support pathways. The *Nowhere To Go Report* outlined critical gaps in youth housing services in Penticton, and 100MH will work to address these by developing a community-driven Youth Housing Initiative.

- Collaborate with youth-serving organizations to design and implement housing solutions.
- Advocate for dedicated funding for transitional and supportive youth housing.
- Ensure youth with lived experience are meaningfully involved in program development.

The strategic goals for 2025 reflect a commitment to building a more coordinated, inclusive, and effective response to homelessness in Penticton and beyond. By prioritizing lived experience leadership, Indigenous partnerships, data-driven decision-making, and strategic advocacy, 100MH is positioned to drive meaningful change in housing policy and service delivery. These goals will guide the next phase of growth and ensure that the collective impact of 100MH continues to strengthen the community's ability to prevent and address homelessness.



# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Julie Czeck, GM of Public Safety & Partnerships  
**Subject:** **Update on Emergency Treatment Fund Grant**

File No: 5080-01

## Staff Recommendation

THAT Council direct staff to withdraw from the Contribution Agreement with Health Canada for the 2025-2026 Emergency Treatment Fund Grant;

AND THAT Council send a letter to Health Canada advising of the City's withdrawal and request they work with Oonkanane Friendship Centre directly.

## Strategic priority objective

**Culture:** We are committed to open communication, integrity, and professionalism to build public trust through excellence in all that we do. We embrace modernization, innovation and adaptability to meet the evolving needs of our community, fostering a culture of engagement and purpose.

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

## Background

In November 2024, staff applied for and successfully received approximately \$700k of funding through Health Canada's Emergency Treatment Fund grant program for the implementation of a pilot project that would be an Indigenous-focused services center or "day space." This was undertaken after the completion of the Penticton Substance Use Research Project, which saw many community partners study the gaps, needs, strengths and experiences of the substance use system (Attachment A).

This grant had a tight turnaround with a two-week window only for municipalities and/or Indigenous organizations to apply for. Given positive historical grant partnerships with the City, OFC opted to collaborate with other social agencies and the City rather than apply on their own.

The Health Canada grant application included funding for the provisions of services including:

- Capital purchases for program vehicles for treatment transportation and land-based healing;

- Supplies and materials (i.e. office supplies and renovations to a potential space, funding towards a lease for a space);
- Indigenous program coordinators, case managers;
- Evaluation and administration support.

Although the City was the recipient of the funding from Health Canada, Oonakane Friendship Centre (OFC) was one the main partners on the project, with a plan for significant funds to be distributed to them for providing syilx-based Indigenous and land-based services. In addition, there were several community partners who organized the project to co-locate and attach existing services to the proposed Integrated Services Centre.

At the February 11, 2025 Regular Meeting of Council, staff presented the findings of the Penticton Substance Use Research Project, and received the following Council resolutions:

7.2	<u>Penticton Substance Use System of Care Transformation Project</u>
<b>39/2025</b>	<p>It was MOVED and SECONDED</p> <p>THAT Council receive into the record the research report titled “Penticton Substance Use System of Care Transformation Project” as provided in Attachment A that identifies the need for an Integrated Services Centre.</p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p>
<b>40/2025</b>	<p>It was MOVED and SECONDED</p> <p>THAT Council direct staff to bring back additional information on a proposed Integrated Services Centre, in addition to potential location options, contingent on receipt of the federal grant.</p> <p>Opposed (2): Councillor Konanz, and Councillor Graham</p> <p><b>CARRIED</b></p>

Following this direction, staff took away the project to continue working with partners to build out the project, and to prepare information to bring back for Council’s consideration.

Many challenges presented themselves in the investigation of delivering the outcomes on this project. These included the tight deadlines imposed by the grant spending requirements, concerns about the project's sustainability beyond the one-year pilot, difficulties in finding a suitable location, and limited operational capacity due to resource constraints and other priorities being a major focus of the organization including the Temporary Winter Shelter and Heart & Hearth initiatives.

OFC is an eligible recipient for the funds according to Health Canada’s guidelines and is well-positioned to effectively serve Indigenous people, who are the primary focus of the grant. While the decision to redistribute the funds directly to OFC must be made by Health Canada, Health Canada staff have requested an endorsement from the City to proceed with OFC independently of the City. To clarify, this endorsement does not guarantee that OFC will be awarded the funds; it simply means that the City would recommend to Health Canada that they work directly with OFC. City staff will have no further involvement in the grant or its implementation should Health Canada choose to award OFC the grant.

### Financial implication

There are no current financial implications to the City. The Health Canada Emergency Treatment Fund grant totaled \$684k, including: \$327.5k for Fiscal Year 1 (Ending March 31, 2025) and \$356.5k for Fiscal Year 2 (April 1, 2025 – March 31, 2026).

Funds were expended from the Year 1 allotment including the training component of the budget at a cost of \$20k that will be recovered by Health Canada by the City. Should Health Canada direct remaining funds to OFC directly, there would be no financial implications to the City.

### Analysis

Due to a very small window of the grant timeline to spend the funds, the City is unable to effectively deliver on the Health Canada Emergency Treatment Fund project outcomes. However, OFC has indicated their capacity to move ahead without the City's involvement. OFC has expressed a desire to continue to build on its historically positive partnership with the City and is asking for Council to support that Health Canada to work with OFC directly.

### Attachments

Attachment A – Penticton Substance Use System of Care Transformation Project

Respectfully submitted,

Julie Czeck  
GM of Public Safety & Partnerships

Concurrence

GM of Corporate Services  <i>AMC</i>	City Manager  <i>AM</i>
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# PENTICTON SUBSTANCE USE SYSTEM OF CARE TRANSFORMATION PROJECT

## Project Update Report

### Introduction

In 2023, Urban Matters in collaboration with Penticton's Community Action Team (CAT) began a multi-year project seeking to understand and address systemic issues related to Penticton's substance use system of care. The project launched with the bold ambition of transforming the system of care for individuals who regularly use substances.

Two foundational assumptions that directed this initiative from the outset were:

The current system of care is amorphous and largely unknown. A clear snapshot of where the various service touchpoints are for individuals on their journey to recovery and how effective these services are at meeting the core needs of the individual is not universally known.

The system is premised on a model of care that does not consider diversity and nuance. Rather it reflects a production model that for efficiency purposes seeks to apply a uniform process for serving the population at large.

To test these assumptions, a community-led approach was adopted to guide the project, embracing the stories and realities of multiple entities within the community who have knowledge of or experience in accessing substance use related services.

What follows is a summary account of the key phases of this project. The intent is to provide context that informs where the project is now and the critical importance of supporting, nurturing, and evolving an Integrated Service Centre that meets the diverse needs of people in the community.

### Phase One: Substance Use System of Care- Current State Research (February 2023-December 2023)

#### Step One: System Stakeholder Qualitative Research

The project began in February 2023 through in-depth focus groups with a wide range of system stakeholders regarding their experience with the substance use system of care. Specifically, focus groups were held with:

- Individuals with living experience with substance use (2 focus groups- Indigenous and non-Indigenous)
- Individuals with lived experience with substance use (2 focus groups- Indigenous and non-Indigenous)



- Loved ones of those with lived and living experience
- Front-line service and support workers
- First responders (including Bylaw, RCMP, and Fire)

Urban Matters worked with each of these focus groups through two exercises:

- An empathy mapping exercise which explored what participants see, think, feel, feel, say, and hear in their day-to-day lives related to the Substance Use System of Care
- A structural mapping exercise that had focus group participants identify physical locations in Penticton and surrounding area that provide the following for each of these groups:
  - People with Lived and Living Experience:
    - Where do you feel safe?
    - Where do you feel unsafe?
    - Where do you find beauty?
    - Where are important community services for you?
  - First Responders
    - Where are important community services?
    - Where do you find yourself responding to substance use emergencies the most (i.e. service hot-spots)
    - To respond to burnout, where do you find refuge or support?
    - What is working/not working in your opinion?
  - Frontline Service Staff
    - Where are important community services?
    - What routes do you frequently take to serve those in need of your service?
    - To respond to burnout, where do you find refuge or support?
    - What are the roadblocks or bottlenecks to service in your opinion?

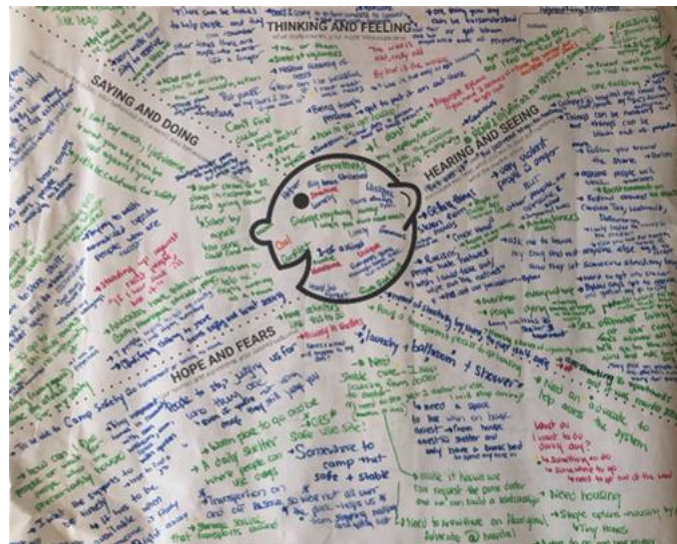


Figure 1: Example Empathy Map Created through the Focus Group Engagements

## Step Two: CAT Engagement and Current State Analysis

Urban Matters engaged members of Penticton's CAT in late February 2023 to interpret the findings from the focus groups and identify areas requiring further analysis. Based on their guidance, Urban Matters analyzed the focus group data, uncovering 14 key themes that provided a deeper understanding of the current system. To effectively convey the findings, a set of system insight statements was developed to characterize the system as it stands today.

These insight statements were subsequently validated by CAT members during a two-day engagement held in June 2023. The System of Care puts the onus on the individual to find their own pathway (s) to well-being:

- The System of Care can cause trauma (even though it is thought of as a mechanism for addressing it)
- Silos in service delivery restrict genuine collaboration and empathy for groups across sectors. This empathy gap can create othering and a binary "us" vs "them" mindset between service providers and people in need of service.
- There are not shared system-wide goals with strings attached that orchestrate system-level responses. In this absence, individual organizations respond to their own goals which, at times, can conflict with one-another.
- The System of Care is an open system: drivers affecting the lived reality of people and the system itself are ever changing, yet the system itself is not nimble or quick to evolve. This pattern creates a perception versus reality gap that impacts quality of responses and care given.

Agreeing to begin to move forward with these insight statements being an appropriate summary of the current state of the system of care, in the June engagement, CAT members in attendance identified the following elements of the system of care that need to shift in response to current system challenges:

From (Current State Reality)	To (Desired Reality)
<b>Clinical Heavy Practice</b>	Holistic Approach to Treatment (Embracing non-western methods of care including land-based treatment)
<b>Lack of Growth Opportunities and Supports for PEERS (Limited Training, Human Resources Constraints, Housing Supports, etc.)</b>	Valuing and Investing in PEERS (e.g. Training and Credentialing Lived Experience)
<b>Colonial Western System</b>	Two-Eyed Seeing System
<b>IQ Preference</b>	IQ and EQ Preference
<b>Stigma and Othering</b>	Compassion and Empathy

The point of identifying these system shifts was to help CAT members in attendance begin to think about the design criteria required to create a system of care that is responsive to the broad needs of those that are involved or impacted by the system in some way (e.g. the focus group perspectives as examples).

### Step Three: Substance Use System of Care Programming Gap Analysis

The final step in assessing the current state involved analyzing the range and effectiveness of programs and services in Penticton and the surrounding area related to the Substance Use System of Care. Using data from HelpSeeker provided to the City of Penticton, programs and services were compiled and visually mapped across the following categories:

- Housing and Homelessness
- Mental Health and Addictions
- Childcare
- Food Security
- Youth
- Seniors

The dataset included over 900 entries representing various programs and services. To ensure clarity, a high-level review was conducted to remove duplicates and irrelevant entries. The Urban Matters (UM) team made informed assumptions regarding the quality and accuracy of the dataset. The programs and their descriptions were analyzed and categorized into primary categories from the [Adult Substance Use System of Care Framework](#). Aligning it with the Provincial standard of care was helpful in the efforts to understand where local solutions can align with provincial funding and/or programs.

Analysis of this work revealed 14 gaps in service provision related to Penticton's Substance Use System of Care. These gaps were presented to, refined and validated through two virtual workshops held with community members working in and with the system of care in some way. These gaps were:

Theme	Gap	Rationale
<b>Universal Prevention Strategies</b>	Lack of comprehensive, community-wide prevention initiatives.	Effective prevention requires broad-based efforts that engage the entire community to address substance abuse risks before they lead to actual problems. Without these strategies, individuals may not receive the necessary education and resources to avoid substance misuse.
<b>Early Screening in Non-Clinical Settings</b>	Insufficient early screening programs outside of healthcare facilities.	Early identification of substance misuse in settings like schools,

		workplaces, and community centers can lead to earlier intervention and prevent the escalation of substance use disorders. The absence of such programs means missed opportunities for early support.
<b>Integrated Care Pathways</b>	Fragmented service delivery between assessment, treatment, and recovery phases.	A seamless transition between different stages of care is crucial for effective treatment outcomes. Fragmentation can lead to delays in receiving appropriate care and may increase the risk of relapse.
<b>Diverse Treatment Options</b>	Limited range of treatment modalities that cater to individual needs and cultural sensitivities. Services may also not always be tailored to meet the specific needs of LGBTQ+ individuals, who may face higher rates of substance abuse.	Individuals affected by substance abuse have diverse backgrounds and needs. A one-size-fits-all approach can be less effective, highlighting the need for a variety of treatment options that are culturally and personally appropriate. Cultural and identity beliefs and values significantly influence health behaviors, and services.
<b>Long-term Recovery Support</b>	Insufficient programs for ongoing recovery, aftercare, and relapse prevention.	Recovery from substance abuse is a long-term process that requires continuous support. The lack of aftercare and relapse prevention programs can lead to higher rates of relapse and hinder sustained recovery.
<b>Family and Community Involvement</b>	Insufficient involvement of family and community in the treatment and recovery process.	Family and community support can play a critical role in recovery, yet many programs do not adequately involve or support family members and community stakeholders in the care process.

<b>Workforce Training and Support</b>	<p>Insufficient ongoing training and support for healthcare professionals working in substance abuse treatment.</p>	<p>Continuous professional development is necessary to keep healthcare providers updated on the latest evidence-based practices and to prevent burnout in high-stress environments like substance abuse treatment facilities.</p>
<b>Economic and Social Determinants of Health</b>	<p>Inadequate addressal of the economic and social factors that contribute to substance abuse.</p>	<p>Factors such as poverty, unemployment, and social isolation are significant risk factors for substance abuse, and addressing these can prevent substance misuse and aid recovery.</p>
<b>Data and Research</b>	<p>Lack of comprehensive data collection and research on substance abuse treatment outcomes.</p>	<p>Systematic data collection and research are needed to evaluate the effectiveness of treatment programs, identify best practices, and inform policy and program development.</p>
<b>Feedback Mechanisms for Service Improvement</b>	<p>Limited use of client feedback to inform and improve service delivery.</p>	<p>Client feedback is crucial for identifying service shortcomings and areas for enhancement but is often underutilized in program development and evaluation.</p>
<b>Integration of Substance Abuse Care with Chronic Disease Management</b>	<p>Insufficient integration of substance abuse treatment with management of chronic physical health conditions.</p>	<p>Many individuals with substance use disorders also have chronic diseases like diabetes or hypertension, and integrated care models can improve outcomes for both sets of conditions.</p>
<b>Support for Non-Traditional Work Schedules</b>	<p>Care services often operate during standard working hours, which can exclude individuals with non-traditional work schedules.</p>	<p>Individuals working night shifts, multiple jobs, or irregular hours may find it difficult to access services scheduled during regular</p>

		daytime hours, leading to untreated substance use issues.
<b>Transition Services Between Age Groups</b>	Insufficient bridging services for individuals transitioning between age-specific programs, such as from youth to adult services.	Transitional periods can be particularly vulnerable times for individuals with substance use disorders. The lack of seamless transition services can result in loss of support during critical life stages.
<b>Access to Specialized Substance Abuse Pharmacotherapy</b>	Limited access to specialized pharmacotherapies for substance abuse, particularly in rural or underserved areas.	Medication-assisted treatment is an effective component of substance abuse care for certain individuals, yet not all have equal access to these treatments due to geographical and logistical constraints.

In Spring 2024, the project provided an opportunity to collaborate with community stakeholders to reflect on the findings from both phases. The goal was to identify a bold response to address the system-level issues and gaps uncovered. Emerging from these discussions was the concept of an **Integrated Service Centre**—a centralized facility operated by community actors with trusted relationships among individuals with lived and living experience. This Centre would bring together local programs and services to offer comprehensive, wraparound support for target populations, creating a safe and welcoming space where individuals could access care and feel supported.

## Phase Two: Integrated Service Centre Initiative Development

On June 10<sup>th</sup> and 11<sup>th</sup> 2024 individuals representing the following organizations gathered to collaboratively work together to initiate and develop a concept design for an Integrated Service Centre in Penticton:

- The City of Penticton
- Interior Health
- The Access Centre
- One Sky Community Services
- P-OPS
- The Penticton Indian Band
- Ask Wellness
- Discovery House
- SOWINS

In this workshop, participants were guided through a process whereby they developed a working vision and intent for the Integrated Service Centre and developed concept designs including focus and intent for

this initiative.

This information was summarised into a concept design document and redistributed back to participants for feedback. What resulted was finalised document that outlined a range of tangible models that could be launched in Penticton.

Finally, in the Fall Urban Matters engaged the United Way BC to issue a grant call to interested community entities in serving as operators/programming providers in a pilot Integrated Service Centre. Proponents were required to reference the established concept design and submit a proposal outlining how their vision for a potential space and how they would implement this in line with the criteria laid out in the concept design document. Funds for this grant call leveraged funding provided by Urban Matters through part of their 2023 community contribution initiative.

At the moment there are two proponents whom have agreed to jointly operate a pilot for this Integrated Service Centre. Additionally, the City of Penticton has successfully been awarded funding through Health Canada's Emergency Treatment Fund that will also be used in supporting the launch and operation of this pilot. Other contextual factors – including location of an Integrated Services Centre, closure of the Temporary Winter Shelter (TWS), and the creation of a Social Housing and Infrastructure Plan (SHIP) present an opportunity to align efforts to support vulnerable residents.



# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Cheryl Hardisty, Intergovernmental Relations Manager  
**Subject:** UBCM Regional Community to Community Program

## Staff Recommendation

THAT Council approve the grant application to the Union of British Columbia Municipalities Regional Community to Community Program to receive \$10,000 to support the development of a renewed relationship agreement with snpink'tn Indian Band.

## 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.

**Culture:** We are committed to open communication, integrity, and professionalism to build public trust through excellence in all that we do. We embrace modernization, innovation and adaptability to meet the evolving needs of our community, fostering a culture of engagement and purpose.

## Background

The Regional Community to Community (C2C) Program, jointly organized by the Union of British Columbia Municipalities (UBCM) and the First Nations Summit (FNS), aims to foster stronger relationships between First Nations and local governments. Since its inception in 1997, the program has supported nearly 700 forums across British Columbia, promoting dialogue, reconciliation, and collaborative action.

The C2C Program provides funding for:

- **Forums:** To support dialogue, build relationships, support reconciliation efforts, resolve issues of common responsibility, interest, or concern, and advance tangible outcomes.
- **Development of Agreements:** Such as protocols, Memorandums of Understanding (MOUs), and service agreements.
- **Joint Review of Bylaws/Policies:** To develop recommendations for amendments or new bylaws/policies that advance reconciliation.



In 2024/25, the snpink'tn Indian Band successfully applied for and received funding under the C2C Program to support the development of a Relationship Agreement with the City of Penticton. This initiative is ongoing and anticipated to complete in 2025/26. The City's application aims to continue and then celebrate this work with a community event. The initiative will include Council to Council meetings, speakers, legal review and community event.

Applications will be accepted from April 9, 2025 until September 5, 2025. Applications can be submitted at any time during this period; however, funding permitting, applications will only be reviewed two times after each intake deadline: May 16, 2025 and September 5, 2025.

### **Financial implication**

Should the City be successful in its application, the grant will contribute 100% of eligible costs up to a maximum of \$10,000.

### **Analysis**

The existing protocol agreement between the City of Penticton and PIB, signed in 2004, has facilitated cooperation and dialogue between the two governments for over two decades. However, to ensure the agreement aligns with contemporary standards and principles, it is essential to bring it into alignment with the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the Declaration on the Rights of Indigenous Peoples Act (DRIPA).

UNDRIP sets out basic standards to ensure the survival, dignity, and well-being of Indigenous peoples. It highlights the need for free, prior, and informed consent and supports self-determination, allowing Indigenous peoples to decide their political status and develop economically, socially, and culturally. It emphasizes non-discrimination, ensuring Indigenous peoples are treated equally.

DRIPA, enacted by British Columbia in 2019, requires provincial laws, both existing and future, to align with UNDRIP. DRIPA also mandates the creation of an action plan in consultation with Indigenous peoples and regular reporting to track progress. As municipalities are established by the Province, any changes in provincial laws to align with UNDRIP will likely affect the legislation governing local governments.

While DRIPA applies to the Province, it does indicate that where local governments activities touch upon the territory and peoples under Indigenous Governing Bodies, they will be obliged to consult and coordinate; consider the comments and rights of Indigenous peoples and in some instances be obliged to obtain consent.

Respectfully submitted,

Cheryl Hardisty  
Intergovernmental Relations Manager

Concurrence

General Manager of Corporate Services  <i>AMC</i>	City Manager  <i>AC</i>
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# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Karri Stoppler, Manager of Finance

File No: RMS 1610

**Subject: 2024 Audited Financial Statements**

## Staff Recommendation

THAT Council accept the Audited Financial Statements, as co-presented by BDO Canada LLP, for the year ending December 31, 2024.

## 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

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

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

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

## Financial implication

The Consolidated Surplus for the fiscal year ended December 31, 2024 is \$16,585,432, the 2023 consolidated surplus was \$13,993,322.

Overall consolidated revenues increased by 5.8% from 2023 to a total of \$162,200,997 and consolidated expenditures increased by 4.6% from 2023 to a total of \$145,615,565.

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

### Financial Analysis

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

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

Table 1 Financial Assets to Liabilities

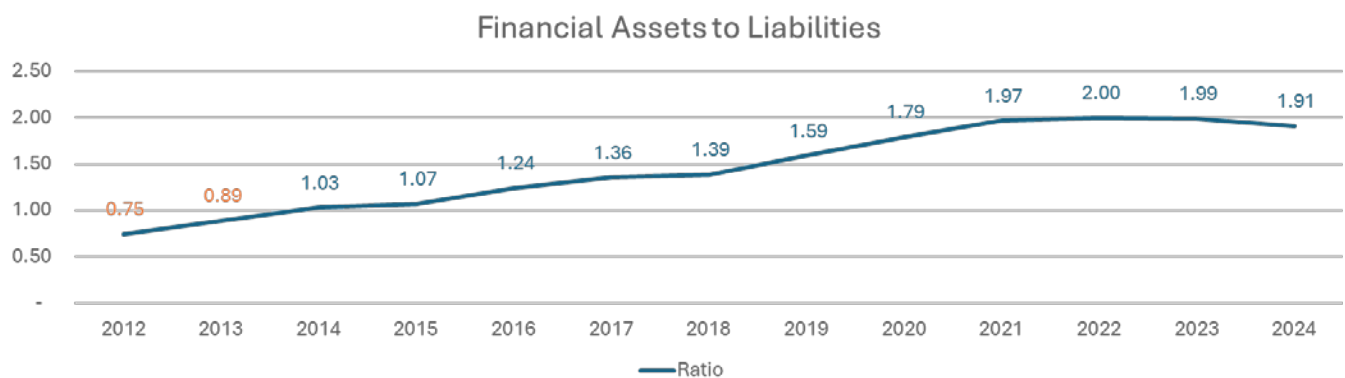
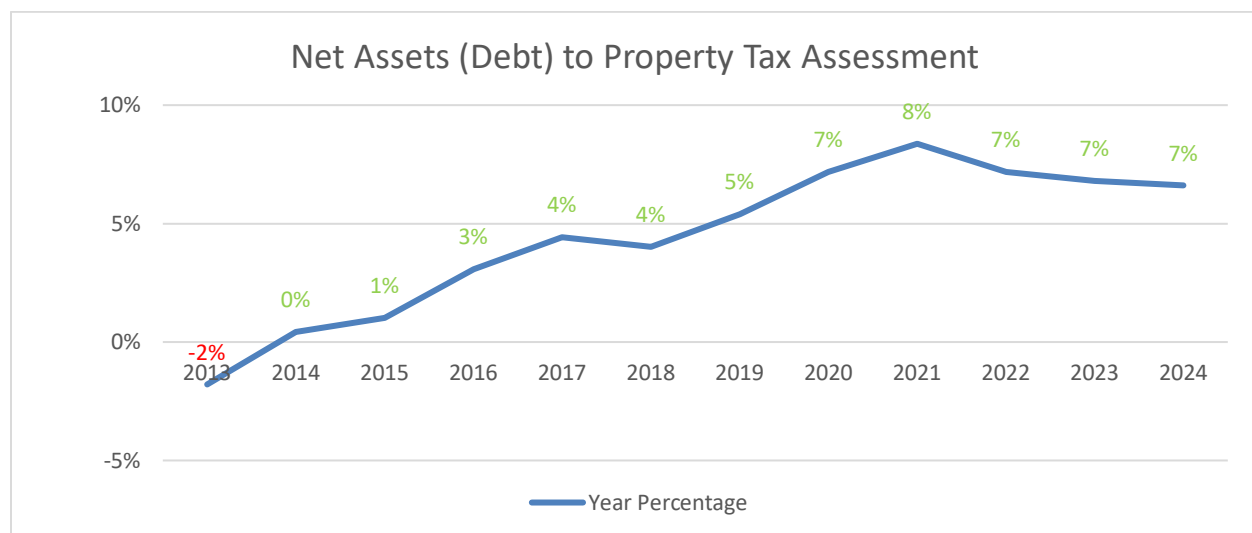


Table 2, below, shows the Net Assets to Property Tax Assessment ratio which measures municipal net assets (debt) compared to the municipal economic activity measured by assessment value upon which taxation is based. It indicates the City's increasing ability to manage debt within the economy it operates.

Table 2 Net Assets (debt) to Property Tax Assessment

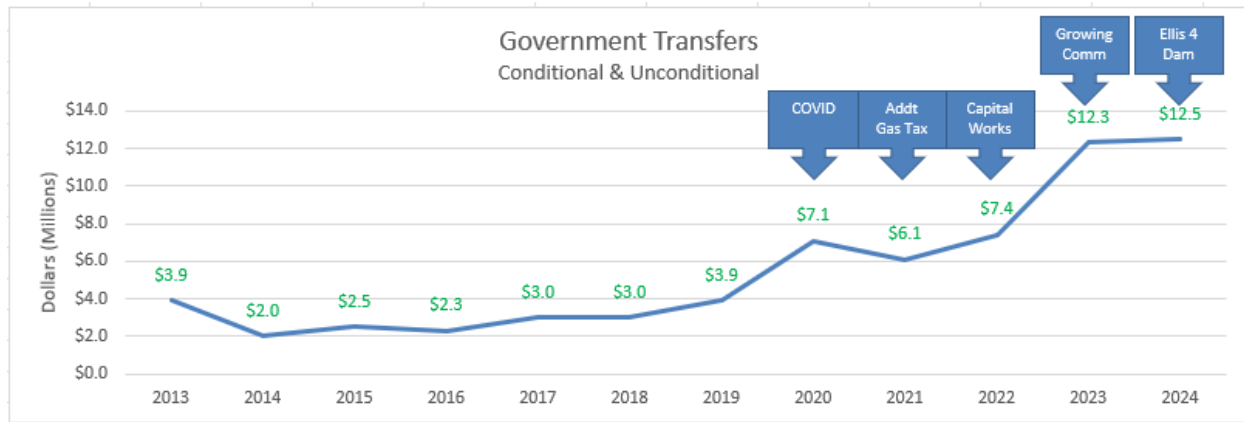


Some significant highlights from the statements include:

- Financial Assets
  - Increase in accounts receivable of \$5.2M primarily due to grants receivable
- Financial Liabilities
  - Increase in accounts payable and accrued liabilities of \$6.5M primarily due to pending payments for capital works
  - Increase in deferred revenues \$1.4M to reflect timing differences in various revenues streams such as prepaid tax installments and grants
  - Decrease in deposits of \$1M held as security for development work such as landscape deposits and cash-in-lieu
  - Decrease in long term debt of \$3.6M reflecting payments made against existing debt and no new debt issued in the current year
  - Increase in asset retirement obligation of \$2.2M primarily due to changes in estimates for future remediation and accretion
- Non-Financial Assets
  - Increase in Tangible Capital Assets of \$18M reflecting the City's significant capital investment during 2024
- Revenues
  - Increase in Taxation revenues \$3.1M, for budgeted taxation increase as well as realized non market change
  - Increase in Water, Sewer, Storm and Electric User Fees revenues \$2.8M which can be attributed to increases in rates
  - Increase in other revenues primarily related to an increase in building permit revenues (\$0.7M)
  - Increase in other contributions primarily related to fees for new services or upgrades in Water, Sewer and Electric

Table 3, shows the significant increase in grant funding during the prior 5 years. In 2024 the City made significant progress on the Ellis #4 Dam which enabled us to recognize associated grant revenue for the project (\$7.1M). Capital grants such as this assist in leveraging tax payer dollars on capital infrastructure projects.

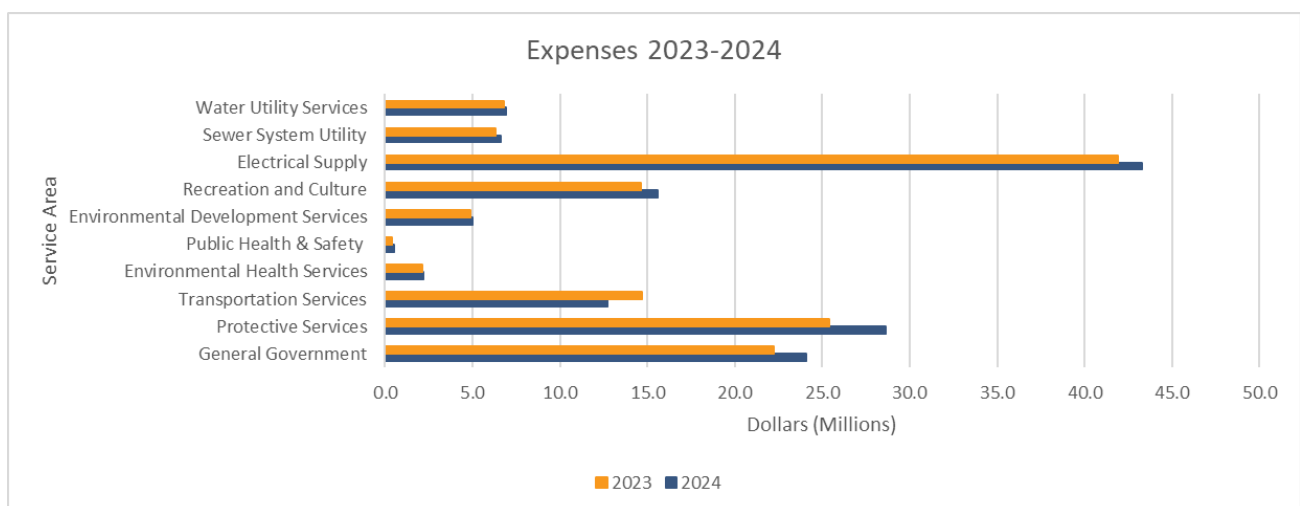
*Table 3 Government Transfers (Conditional and Unconditional)*



- Expenses:
  - Increase in General Government services of \$1.9M primarily due an increase in amortization expenses due to Asset Retirement Obligations
  - Increase in Protective Services costs of \$3.2M due to increasing policing costs and increased salary costs due to new collective agreements
  - Decrease in Transportation services of \$1.8M primarily due to under threshold expenditures in capital projects being less than the prior year
  - Increase in Recreation and Culture of \$1.0M due to increased salary expenses primarily due to collective agreement increases and increase in aquatics due to the return to more normal service levels (e.g. extended pool closure in 2023)
  - Increase in Electrical of \$1.4M primarily due to increases in electricity costs which were partially offset by decreases in amortization and under threshold expenditures in capital projects being less than the prior year

Table 4 shows expenses by service area with comparative data from 2023.

*Table 4 Expenses by Service Area 2023-2024*



- Reserves:
  - Overall decrease in reserves of \$2.9M
  - Additional \$1.2M internal borrowing to be repaid by General fund to Electric surplus from 2024-2034
  - Decrease in Own Reserves \$4.5M
  - Increase in Statutory Reserves \$0.9M
  - Capital carryforwards from 2024 will require utilization of \$40.3M of reserves in subsequent years when projects are completed

### Attachments

Attachment A – 2024 Management Letter



Attachment B – 2024 Final Audit Communication to the Mayor and Members of Council

Attachment C – 2024 Draft Financial Statements

Respectfully submitted,

Karri Stoppler  
Manager of Finance

Concurrence

General Manager Corporate Services  	City Manager  
---	---



May 13, 2025

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

Dear Ms. Campbell, ACIA, CPA, CGA, H.BComm, General Manager of Corporate Services/CFO

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

During the course of our audit of the financial statements of the City of Penticton for the year ended December 31, 2024, we did not encounter any significant matters which we believe should be brought to your attention.

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

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

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

Yours truly,

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

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

# City of Penticton

Audit final communication to the Mayor  
and Members of Council for the year ended  
December 31, 2024

START





# To the Mayor and Members of Council of the City of Penticton

We are pleased to provide you with the results of our audit of City of Penticton (the “City”) financial statements for the year ended December 31, 2024.

The enclosed final communication includes our approach to your audit, including: significant risks identified and the nature, extent, and results of our audit work. We will also communicate any significant internal control deficiencies identified during our audit and reconfirm our independence.

During the course of our audit, management made certain representations to us - in discussions and in writing. We documented these representations in the audit working papers.

We look forward to discussing our audit conclusions with you. In the meantime, please feel free to contact us if you have any questions or concerns.

Yours truly,

BDO Canada LLP  
May 13, 2025



# Table of contents

1	Audit at a glance	4
2	Status of the audit	5
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7	Recommended resources	10
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# Audit at a glance

Preliminary materiality was \$3,500,000. Final materiality remained unchanged from our preliminary assessment.

We are not aware of any fraud affecting the City. If you have become aware of changes to processes or are aware of any instances of actual, suspected, or alleged fraud since our discussions held at planning, please let us know.

We have complied with relevant ethical requirements and are not aware of any relationships between City of Penticton and our Firm that may reasonably be thought to bear on our independence.



Sinéad Scanlon

Email: [sscanlon@bdo.ca](mailto:sscanlon@bdo.ca)

Direct: 250-712-4943



March 2025



May 2025





# Status of the audit

We have substantially completed our audit of the year ended December 31, 2024 financial statements.

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the financial statements are free from material misstatement. See [Appendix A](#) for our draft independent auditor's report.

The scope of the work performed was substantially the same as that described in our Planning Communication to the Mayor and Members of the Council dated December 6, 2024.

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## Audit findings

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the City's accounting practices, including accounting policies, accounting estimates and financial statements disclosures. We look forward to exploring these topics in depth and answering your questions. A summary of the key discussion points are below:

Financial statement areas	Risks noted	Audit findings
Fraud risk due to improper revenue recognition	Per CAS 240.26, the auditor shall presume that there are risks of fraud in revenue recognition. Per CAS 240.A28, material misstatement due to fraudulent financial reporting relating to revenue recognition often results from an overstatement of revenues through or recording fictitious revenues. It may result also from an understatement of revenues.	BDO executed the planned procedures and found no instances of revenues recognized inaccurately.
Fraud relating to management override of control	Per CAS 240.32 irrespective of our assessment of the risk of management override, audit procedures must be performed including review of specific JE's, accounting estimates and unusual transactions.	BDO executed the planned procedures and found no instances of management overriding the controls.
Budget allocation	Risk that management may manage purchases to match budget. Municipalities may defer costs to a later period, accrue costs early to utilize unused budget amounts, or allocate costs to a different category.	BDO executed the planned procedures and found no instances of management overriding the purchases to match the budget.
New vendors	Risk that new vendors are not legitimate - potential fraud risk.	BDO executed the planned procedures and found no instances of illegitimate vendors.
Segregation of duties	Finance/Accounting Managers have access to administrator rights for Agresso and online banking.	BDO executed the planned procedures and found that the City has proper segregation of duties.
Adoption of accounting standards PS 3400, PSG-8, and Public Private Partnerships (P3s)	Risk that new standards related to Revenue (PS 3400), Long-Term Debt Disclosure (PSG-8), and Public Private Partnerships (P3s) are not adopted, or not adopted correctly due to the complexity and interpretive nature of the guidance.	BDO executed planned procedures and found no material instances of the standards being adopted or disclosed incorrectly.



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## Internal control matters

- ▶ During the audit, we performed the following procedures regarding the City's internal control environment:
- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.
- ▶ We considered the results of these procedures in determining the extent and nature of audit testing required.



We are required to communicate to you in writing about any significant deficiencies in internal control that we have identified during the audit.

A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that merits the attention of those charged with governance.

The audit expresses an opinion on the City's financial statements. As a result, it does not cover every aspect of internal controls—only those relevant to preparing the financial statements and designing appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

No control deficiencies were noted that, in our opinion, are of significant importance to discuss.



# Adjusted and unadjusted differences

## Summary of unadjusted differences

There was one immaterial adjustment noted during the course of our audit engagement that has been discussed with management and no further changes will be made in the audited financial statements as a result.

## Summary of adjusted differences

There were no differences that were corrected by management during the course of our audit engagement.





# Our audit approach: Responsiveness in action

Our firm is deliberately structured to allow one partner to every six staff members. This means easy access to senior staff and the lead partner throughout your audit. It also helps our team gain a better understanding of your organization. Our audit process differs from the typical audit in our use of in-field reviews. The benefit of these in-field reviews is that final decision-makers are on site ensuring issues are resolved and files closed quickly. We offer clients the full-service expertise of a national firm. Yet we maintain a local community focus. The comprehensive range of services we deliver is complemented by a deep industry knowledge gained from over 100 years of working within local communities.



Discover how we're accelerating audit quality



## Audit Quality Report

We collected our core beliefs around audit quality, the very practical steps we take to sustain it, and the progress we have made to accelerate its quest.

[Follow our progress](#)

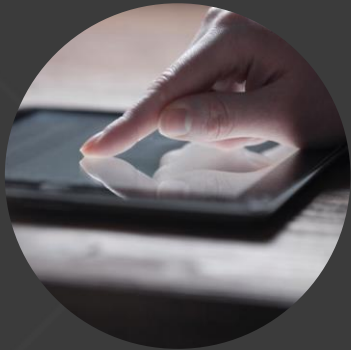




# Recommended Resources

Staying in the know with knowledge and perspective

## Key changes to financial reporting



When the rules of reporting change, you may need to fine-tune how to present financial statements and govern the organization.

[ACCESS OUR KNOWLEDGE CENTRE](#)

## The latest tax pointers



Corporate. Commodity. Transfer pricing. International tax. Government programs. Together they add up to immense differences on the organization’s bottom line. Our tax collection keeps you current.

[STAY ON TOP OF TAXES](#)

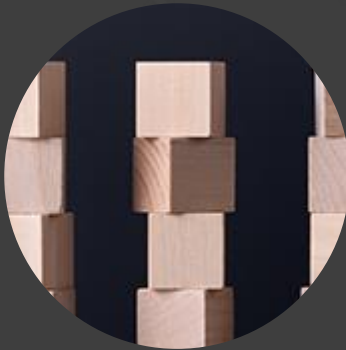
## Trending topics



As a community of advisors with the best interests of our clients in mind, we keep our ear to the ground to bring insights and perspectives related to key business trends to you.

[EXPLORE NOW](#)

## Revised Conceptual Framework



Stay current with the latest developments in Canadian public sector financial reporting. This article highlights key updates to the Public Sector Accounting Standards (PSAS) for 2026, including new standards, amendments, and upcoming changes impacting government organizations, and other public sector entities. Gain insights into implementation timelines, transitional guidance, and practical considerations for financial statement preparers and auditors.

[READ ARTICLE](#)

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# Spotlight on public sector



## Industry insights to shape your business

At BDO, we help governments create efficient ways of working to achieve better outcomes for their citizens and public servants. From technology-based solutions to program development, advisory and audit, our team can guide you through critical strategic decisions to ensure you deliver on your vision, goals, and accountability expectations.

### Public sector Insights



Resources to support your business

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# Appendices

- ▶ Appendix A: Independent auditor's report
- ▶ Appendix B: Representation letter





# Appendix A: Independent auditor's report



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 Toll-free: 1 800 928 3307  
 www.bdo.ca

BDO Canada LLP  
 1631 Dickson Avenue, Suite 400  
 Kelowna, BC, V1Y 0B5

## Independent Auditor's Report

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

### Opinion

We have audited the consolidated financial statements of the Corporation of the City of Penticton and its controlled entities (the "City"), which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statement of operations, the consolidated statement of change in net financial assets and the consolidated statement of cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2024, and its consolidated results of operations, its consolidated change in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

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

### Unaudited Information

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

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

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

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

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



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

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

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

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

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

Chartered Professional Accountants

Penticton, British Columbia  
May 13, 2025



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## Appendix B: Representation letter

The Corporation of the City of Penticton  
 100-102 Front Street  
 Penticton, British Columbia  
 V2A 1H1

May 13, 2025

BDO Canada LLP  
 Chartered Professional Accountants  
 1631 Dickson Avenue  
 Suite 400  
 Kelowna British Columbia  
 V1Y 0B5

This representation letter is provided in connection with your audit of the financial statements of The Corporation of the City of Penticton for the year ended December 31, 2024, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian Public Sector Accounting Standards.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

### Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated September 25, 2024, for the preparation of the financial statements in accordance with Canadian Public Sector Accounting Standards; in particular, the financial statements are fairly presented in accordance therewith.

- The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement and/or disclosure that are reasonable in accordance with Canadian Public Sector Accounting Standards.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian Public Sector Accounting Standards.
- All events subsequent to the date of the financial statements and for which Canadian Public Sector Accounting Standards require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.

### Information Provided

- We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.



- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

### Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management;
  - employees who have significant roles in internal control; or
  - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

### General Representations

- Where the value of any asset has been impaired, an appropriate provision has been made in the financial statements or has otherwise been disclosed to you.
- We have provided you with significant assumptions that in our opinion are reasonable and appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity when relevant to the use of fair value measurements or disclosures in the financial statements.
- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the entity, except as disclosed in the financial statements.

### Other Representations Where the Situation Exists

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. When applicable, these litigation and claims have been accounted for and disclosed in the financial statements.
- The financial statements and any other information in the annual report provided to you prior to the date of this representation letter are consistent with one another, and there is no material misstatement of the other information. We have provided you with the final version of the document(s) comprising the annual report.
- (If some/all of the document(s) comprising the annual report will not be available until after the date of the auditor's report, include:) We will provide to you, when available and prior to issuance by the entity, the final version of the document(s) comprising the annual report.

Yours truly,

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Signature

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Position

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Signature

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Position

City of Penticton  
Summary of Unadjusted Misstatements  
December 31, 2024

Description of Misstatement	Identified Misstatements	Projections of Identified Misstatements	Estimates	Proposed Adjustments			
				Assets Dr(Cr)	Liabilities Dr(Cr)	Opening R/E Dr(Cr)	Income Dr(Cr)
Local Government Housing Initiative - immaterial total of funding not eligible for deferral.					303,494		(303,494)
Likely Aggregate Misstatements Before Effect of Previous Year's Errors and Estimates	-	-	-	-	303,494	-	(303,494)
Effect of Previous Year's Errors				-	-	-	-
Likely Aggregate Misstatements				-	303,494	-	(303,494)

<p>Details of why no adjustment has been made to the financial statements for the above items:</p> <p>Per discussion with management, amount is not significant to the financial statements and no further changes will be necessary.</p>
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THE CITY OF PENTICTON  
CONSOLIDATED STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2024

	2024	2023
<b>Financial Assets</b>		
Cash	\$ 18,894,713	\$ 8,812,569
Investments (Note 1)	128,308,411	138,419,219
Accounts Receivable (Note 2)	21,071,817	15,860,222
Cash deposits and demand notes (Note 14)	2,682,605	2,794,555
	<u>170,957,546</u>	<u>165,886,565</u>
<b>Financial Liabilities</b>		
Accounts Payable and Accrued Liabilities	25,116,394	18,579,705
Development Cost Charges (Note 3)	18,268,378	17,504,483
Deferred Revenue (Note 4)	10,836,988	9,481,303
Deposits	6,110,584	7,155,893
Long Term Debt (Note 8)	21,373,477	25,017,514
Asset Retirement Obligations (Note 10)	5,061,034	2,887,942
MFA Debt Reserve (Note 14)	2,682,605	2,794,555
	<u>89,449,460</u>	<u>83,421,395</u>
<b>Net Financial Assets</b>	\$ 81,508,086	\$ 82,465,170
<b>Non-Financial Assets</b>		
Tangible Capital Assets (Note 11)	\$ 341,035,579	\$ 322,992,179
Inventory	3,924,831	4,598,029
Prepaid Expenses	2,744,339	2,572,025
	<u>347,704,749</u>	<u>330,162,233</u>
<b>Accumulated Surplus</b>	<u>\$ 429,212,835</u>	<u>\$ 412,627,403</u>

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON  
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS  
YEAR ENDED DECEMBER 31, 2024

	2024 Budget (Note 15)	2024	2023
<b>Revenue</b>			
Taxation (Note 18)	46,244,010	\$ 46,375,359	\$ 43,246,806
Sales of Services	83,033,344	80,782,196	77,287,788
Government Grants and Transfers (Note 16)	11,444,475	12,540,980	12,327,831
Other Revenue	11,197,144	16,285,318	15,417,658
Other Contributions	3,959,865	6,192,954	5,250,290
Gain (loss) on Disposal and Insurance Proceeds	24,700	24,190	(266,206)
	<u>155,903,538</u>	<u>162,200,997</u>	<u>153,264,167</u>
<b>Expenditure (Note 12)</b>			
General Government	21,667,577	24,057,727	22,176,559
Protective Services	26,953,255	28,585,795	25,387,346
Transportation Services	10,392,671	12,868,356	14,699,310
Environmental Health Services	2,285,665	2,155,927	2,120,384
Public Health and Safety	388,738	461,252	383,857
Environmental Development Services	4,874,611	5,016,057	4,868,449
Recreation and Culture	14,439,108	15,597,621	14,571,658
Electrical Supply	41,964,098	43,304,408	41,946,231
Sewer System Utility	6,383,510	6,645,816	6,340,506
Water Utility Services	6,378,918	6,922,606	6,776,545
	<u>135,728,151</u>	<u>145,615,565</u>	<u>139,270,845</u>
<b>Annual Surplus</b>	20,175,387	16,585,432	13,993,322
<b>Accumulated Surplus, Beginning of Year</b>	<u>412,627,403</u>	<u>412,627,403</u>	<u>398,634,081</u>
<b>Accumulated Surplus, End of Year</b>	<u>432,802,790</u>	<u>\$ 429,212,835</u>	<u>\$ 412,627,403</u>

See accompanying notes to the Consolidated Financial Statements.

THE CITY OF PENTICTON  
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
YEAR ENDED DECEMBER 31, 2024

	2024 Budget	2024	2023
Annual surplus	20,175,387	\$ 16,585,432	\$ 13,993,322
Acquisition of Tangible Capital Assets (Note 11)	(41,305,499)	(33,679,407)	(19,485,640)
Amortization (Note 11)	14,362,000	17,083,341	16,347,169
Increase in tangible capital assets due to asset retirement obligation	-	(1,715,276)	(2,756,946)
Net Disposal of Tangible Capital Assets (Note 11)	-	10,000	362,534
Asset reclassification (Note 11)	-	257,942	338,926
	(6,768,112)	(1,457,968)	8,799,365
Change in Prepaid Expenses (Increase)	-	(172,314)	(2,000,428)
Use (Acquisition) of Supplies Inventories	-	673,198	(283,386)
	-	500,884	(2,283,814)
<b>Increase (decrease) in Net Financial Assets</b>	(6,768,112)	(957,084)	6,515,551
<b>Net Financial Assets, Beginning of Year</b>	82,465,170	82,465,170	75,949,619
<b>Net Financial Assets, End of Year</b>	<u>75,697,058</u>	<u>\$ 81,508,086</u>	<u>\$ 82,465,170</u>

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON  
CONSOLIDATED STATEMENT OF CASH FLOWS  
YEAR ENDED DECEMBER 31, 2024**

	<b>2024</b>	<b>2023</b>
<b>Operating Transactions</b>		
Annual Surplus	\$ 16,585,432	\$ 13,993,322
<b>Change in Non-Cash Operating Items</b>		
Increase in Accounts Receivable	(5,211,595)	(61,077)
Increase (Decrease) in Accounts Payable and Accrued Liabilities	6,536,689	(1,091,458)
Increase (Decrease) in Development Cost Charges	763,895	(1,256,203)
Increase in Deferred Revenues	1,355,685	1,734,912
Increase (Decrease) in Deposits	(1,045,309)	964,247
Increase in Prepaid Expenses	(172,314)	(2,000,428)
Increase (Decrease) in Inventory	673,198	(283,386)
Net Disposal of Tangible Capital Assets	10,000	362,534
Amortization	17,083,341	16,347,169
Accretion	457,816	130,993
Asset reclassification	257,942	338,931
	<b>20,709,348</b>	<b>15,186,234</b>
<b>Cash Provided by Operating Activities</b>	<b>37,294,780</b>	<b>29,179,556</b>
<b>Capital Transactions</b>		
Cash Used to Acquire Tangible Capital Assets	(33,679,407)	(19,485,641)
<b>Financing Transactions</b>		
Debt Proceeds	-	7,800,000
Debt Repayment	(3,644,037)	(3,549,671)
<b>Cash Provided by Financing Transactions</b>	<b>(3,644,037)</b>	<b>4,250,329</b>
<b>Investing Transactions</b>		
Increase (Decrease) in Investments	10,110,808	(12,714,150)
<b>Change in Cash</b>	<b>10,082,144</b>	<b>1,230,094</b>
<b>Cash, Beginning of Year</b>	<b>8,812,569</b>	<b>7,582,475</b>
<b>Cash, End of Year</b>	<b>\$ 18,894,713</b>	<b>\$ 8,812,569</b>
<b>Supplemental Cash Flow Information</b>	<b>2024</b>	<b>2023</b>
Interest Paid	\$ 2,111,111	\$ 1,688,819

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

See accompanying notes to the Consolidated Financial Statements.

**THE CITY OF PENTICTON  
SIGNIFICANT ACCOUNTING POLICIES  
DECEMBER 31, 2024**

**Management's Responsibility for the Financial Statements**

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

**Basis of Consolidation**

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

Penticton Public Library

**Deferred Revenue**

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

**Investments**

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

**Revenue Recognition**

**Taxation**

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

**Government Transfers**

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

**Other Sources of Revenue**

Revenues from transactions with performance obligations are recognized when (at a point in time) or as (over a period of time) the City satisfies the performance obligations, which occurs when control of the benefits associated with the promised goods or services has passed to the payor.



**THE CITY OF PENTICTON  
SIGNIFICANT ACCOUNTING POLICIES  
DECEMBER 31, 2024**

**Revenue Recognition continued**

**Other Sources of Revenue continued**

The City recognizes revenue from users of the electric, water, sewer, solid waste disposal, and rentals of City property services on a straight-line basis over the period of time that the relevant performance obligations are satisfied by the City.

The City recognizes revenue from administrative services, building permits, development permits, sales of goods and other licenses and permits at the point in time that the City has performed the related performance obligations and control of the related benefits has passed to the payors.

Revenue from transactions without performance obligation is recognized at realizable value when the City has the authority to claim or retain an inflow of economic resources received or receivable and there is a past transaction or event that gives rise to the economic resources.

The City recognizes revenue from tax penalties and interest, parking ticket fines, and other revenue without associated performance obligations at the realizable value at the point in time when the City is authorized to collect these revenues.

**Financial Instruments**

All financial instruments, are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

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

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

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

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

**Inventory**

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

**Non-Financial Assets**

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

**THE CITY OF PENTICTON  
SIGNIFICANT ACCOUNTING POLICIES  
DECEMBER 31, 2024**

**Non-Financial Assets continued**

**Tangible Capital Assets**

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

Buildings	20 to 70 years
Roads and Sidewalks	25 to 75 years
Machinery and Equipment	5 to 20 years
Water Infrastructure	50 to 100 years
Sewer Infrastructure	10 to 100 years
Electrical Infrastructure	20 to 50 years
Parks and Recreation Infrastructure	10 to 50 years
Vehicles	5 to 20 years
Furniture and Equipment	5 to 20 years
Computer Hardware and Software	3 to 10 years
Books and Library Materials	5 to 13 years
Construction in progress	No amortization taken

**Contributions of Tangible Capital Assets**

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

**Works of Art and Historical Assets**

The City holds several works of art and historic treasures that have not been included in the tangible capital assets, including displays at the museum and various works of art and decorations in the facilities.

**Retirement and Employment Benefits**

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

On January 1 of each year, City employees belonging to CUPE local 608 are credited with the equivalent of two workweeks of paid leave to be used during the year. Unused sick leave is not eligible for payment upon retirement or termination, may

**THE CITY OF PENTICTON  
SIGNIFICANT ACCOUNTING POLICIES  
DECEMBER 31, 2024**

**Retirement and Employment Benefits continued**

not be used as vacation and may not be carried forward to subsequent years.

**Reserve for Future Expenditure**

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

**Statutory Reserve Funds**

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

**Measurement Uncertainty**

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

**Collection of Taxes on Behalf of Other Taxation Authorities**

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

**Contaminated Sites**

A liability for contaminated sites is recognized when an accidental contamination occurs and the following criteria are met:

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

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

As at December 31, 2024 and 2023, the City has no liability for contaminated sites.

**THE CITY OF PENTICTON  
SIGNIFICANT ACCOUNTING POLICIES  
DECEMBER 31, 2024**

**Asset Retirement Obligations**

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

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

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

**THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024**

**1. Investments**

	<b>2024</b>	<b>2023</b>
Municipal Finance Authority	\$ 35,358,620	\$ 43,261,758
Term Deposits - Chartered Banks	15,000,000	12,500,000
Term Deposits - BC Based Credit Unions	36,397,021	36,874,286
Term Deposits - Non BC Credit Unions	41,552,770	45,783,175
	<u>\$ 128,308,411</u>	<u>\$ 138,419,219</u>

Investments held by the City have a range of maturity dates with the earliest being February 24, 2025 and the latest being August 22, 2025. Interest rates vary between 1.9% and 6.25%.

**2. Accounts Receivable**

	<b>2024</b>	<b>2023</b>
Property Taxes	\$ 1,254,232	\$ 1,329,041
Other Receivables	2,280,257	3,780,181
Federal Government	1,417,198	504,530
Provincial Government	5,933,617	1,140,010
Other Government Agencies	88,309	189,172
Utility Rates Receivable	5,889,037	5,045,964
Accrued Interest Receivable	4,326,570	3,960,604
Cemetery Trust Fund Receivable (Payable)	(117,403)	(89,280)
	<u>\$ 21,071,817</u>	<u>\$ 15,860,222</u>

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

### 3. Development Cost Charges (DCC)

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

	2024	2023
<b>DCC by Type</b>		
Roads DCC	\$ 2,015,234	\$ 1,317,134
Parks DCC	761,694	659,153
Drainage DCC	1,344,555	1,259,284
Waste Water DCC	10,594,572	10,750,154
Water DCC	3,552,323	3,518,758
	<u>18,268,378</u>	<u>17,504,483</u>
<b>DCC Activity</b>		
Balance, Beginning of Year	17,504,483	18,760,686
Return on Investments	557,526	881,065
DCCs Levied in the Year	2,848,232	1,035,955
Transfers	(2,641,863)	(3,173,223)
	<u>\$ 18,268,378</u>	<u>\$ 17,504,483</u>

In 2010, Council adopted Economic Incentive Zone Bylaw and in 2022 adopted an updated Development Cost Charge Bylaw. The purpose of these bylaws was to spur development in key areas of the City, promote sustainable development and promote the development of affordable rental housing. The bylaws also contain provisions to encourage high-end hotel development.

The Development Cost Charges and Economic Incentive tax exemption program have been implemented in accordance with the provisions of Section 933(1) of the Local Government Act and Section 226 of the Community Charter, respectively. In 2024, \$282,929 (2023 - \$296,871) of Economic Incentive tax exemptions were granted.

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

#### 4. Deferred Revenue

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

	<b>Taxes</b>	<b>Recreation</b>	<b>Other *</b>	<b>Total</b>
Balance at December 31, 2023	\$ 6,669,712	660,268	\$ 2,151,323	\$ 9,481,303
Collected	13,159,960	1,170,137	2,067,989	16,398,086
Recognized	(12,322,648)	(1,119,910)	(1,599,843)	(15,042,401)
<b>Balance at December 31, 2024</b>	<b>\$ 7,507,024</b>	<b>710,495</b>	<b>\$ 2,619,469</b>	<b>\$ 10,836,988</b>

*\*Included in other deferred revenue is \$303,494 from the Capacity Funding for Local Government Housing Initiatives. In the current year \$10,960 was spent on this program.*

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

## 5. Pension Liability

The City and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

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

The most recent actuarial valuation as at December 31, 2021 indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The City of Penticton paid \$3,053,982 (2023 - \$2,649,914) for employer contributions to the Plan in fiscal 2024.

The next valuation will be as at December 31, 2024 with results expected in 2025.

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



THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

**6. Contingent Liabilities**

**a. Regional District of Okanagan Similkameen**

All monies borrowed by a Regional District, shall be upon its credit at large and shall, in the event of any default, constitute an indebtedness of the member municipalities for which they are jointly and severally liable. At December 31, 2024, the long term debt of the Regional District aggregated \$77,221,237 (2023 - \$80,684,489).

**b. General Contingencies**

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

**c. Municipal Insurance Association**

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

**7. Letters of Credit**

In addition to the performance deposits reflected in the Consolidated Statement of Financial Position, the City is holding irrevocable Letters of Credit in the amount of \$1,598,617 which were received from depositors to ensure their performance of works to be undertaken within the City. These amounts are not reflected in the consolidated financial statements but are available to satisfy liabilities arising from non-performance by the depositors.

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

## 8. Long Term Debt

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

	2024	2023
Long Term Debt	\$ 21,373,477	\$ 25,017,514

Principal repayments relating to long term debt of \$21,373,477 outstanding are due as follows (in thousands):

	2025	2026	2027	2028	2029	Thereafter	Sinking Fund
General Fund	\$ 862	\$ 739	\$ 578	\$ 565	\$ 329	\$ 336	\$ 2,800
Sewer Fund	652	652	652	612	344	1,519	3,205
Water Fund	587	587	430	430	295	2,303	2,898
	<u>\$ 2,101</u>	<u>\$ 1,978</u>	<u>\$ 1,660</u>	<u>\$ 1,607</u>	<u>\$ 968</u>	<u>\$ 4,158</u>	<u>\$ 8,903</u>

Long term debt is secured by the assets of the City. The Long Term Debt is held by the Municipal Finance Authority. The principal payments are invested by the Municipal Finance Authority into a Sinking Fund. The principal repayments are currently estimated at between 3-3.75%. The 2024 earnings in the Sinking Fund were calculated to be \$1,456,387 and are included in Other Revenue on the Consolidated Statement of Operations.

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

9. Debt Issued and Outstanding

											2024 Payments	
LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	Interest	Principal	
General Fund												
2003-15	2268	81	22-Apr-04	Storm Sewer	\$ 337,500	\$ -	20	2024	2.850	\$ 4,809	\$ 10,207	
2004-16	859-2004	85	25-Oct-04	Parks - Land Acquisition	1,680,000	-	20	2024	2.250	37,800	50,807	
2004-18	859/2004	85	25-Oct-04	Roads Works -S. Main St.	195,000	-	20	2024	2.250	4,388	5,897	
2004-19	859/2004	85	15-Oct-04	Road Design-Main St.	150,000	-	20	2024	2.250	3,375	4,536	
2004-20	859/2004	85	25-Oct-04	Integrated Waterfront	550,000	-	20	2024	2.250	12,375	16,633	
2004-21	859/2004	93	25-Oct-04	Youth Park	50,000	-	20	2024	2.250	1,125	1,512	
2004-11	1108/2004	93	06-Apr-05	Wine Information Centre	800,000	50,278	20	2025	5.100	3,814	49,028	
2004-20	1108-2004	93	06-Apr-05	Integrated Waterfront	520,000	32,681	20	2025	5.100	2,479	31,868	
2004-21	614/2005	95	13-Oct-05	Youth Park	150,000	10,303	20	2025	0.910	1,365	6,112	
2005-18	615/2005	95	13-Oct-05	Integrated Waterfront	825,000	56,668	20	2025	0.910	7,508	33,618	
2006-15	17/17/2006	99	07-Nov-06	Road Works-Fairview/Ind	1,595,000	221,358	20	2026	1.530	24,404	53,563	
2006-17	17/17/2006	99	07-Nov-06	Sportsfields	3,200,000	444,103	20	2026	1.530	48,960	107,462	
2006-33	273/2007	102	02-Nov-07	Integrated Waterfront '06	350,000	71,142	20	2027	3.900	13,650	13,143	
2006-76	024/2008	103	23-Apr-08	Wellness Centre	3,000,000	801,282	20	2028	3.790	113,700	100,745	
2007-41	333/2008	104	20-Nov-08	Cemetery-Columbarium	2,500,000	667,735	20	2028	4.300	107,500	83,954	
2007-52	333/2008	104	20-Nov-08	Indoor Soccer Facility	1,000,000	267,094	20	2028	4.300	43,000	33,582	
2007-57	333/2008	104	20-Nov-08	Integrated Waterfront	530,000	141,560	20	2028	4.300	22,790	17,798	
2007-52	638/2009	106	13-Oct-09	Indoor Soccer Facility	415,000	135,943	20	2029	2.250	9,338	13,936	
2007-52	15/30/2010	110	08-Apr-10	Indoor Soccer Ph2	586,000	224,078	20	2030	1.280	7,501	21,542	
2009-14	15/30/2010	110	08-Apr-10	Pool Upgrades	7,400,000	2,829,658	20	2030	1.280	94,720	272,037	
2007-52	B25/2011	116	04-Apr-11	Indoor Soccer Facility	135,000	59,237	20	2031	1.470	1,985	4,963	
2009-43	B25/2011	116	04-Apr-11	Road Works-Smythe Dr	447,000	196,139	20	2031	1.470	6,571	16,432	
					26,415,500	6,209,259				573,157	949,375	

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

9. Debt Issued and Outstanding continued

										2024 Payments	
LIA B Law	S/1 B Law	Issue	Issue Date	Purpose	Issue Amount	Outstanding Amount	Term (Years)	Maturity	Rate (%)	Interest	Principal
Water Fund											
2006-07	17/07/2006	99	07-Nov-06	Naramata Rd. Upgrade	4,670,000	648,113	20	2026	1.530	71,451	156,827
2007-83	333/2008	104	20-Nov-08	Water Filtration Plant	4,000,000	1,068,376	20	2028	4.300	172,000	134,327
2007-83	638/2009	106	13-Oct-09	Water Filtration Plant	3,900,000	1,277,534	20	2029	2.250	87,750	130,969
2022-33	394/2022	159	13-Jun-23	Ridgedale Reservoir	4,700,000	4,535,504	20	2043	4.150	195,050	164,496
					17,270,000	7,529,527				526,251	586,619
Sewer Fund											
2006-61	273/2007	102	02-Nov-07	Septage Handling Facility	1,050,000	213,426	20	2027	3.900	40,950	39,429
2008-10	332-2008	104	02-Nov-07	Sewer System Upgrade	8,000,000	2,136,753	20	2028	4.300	344,000	268,654
2008-10	638-2009	106	13-Oct-09	Sewer Plant Expansion	7,000,000	2,293,010	20	2029	2.250	157,500	235,072
2022-31	394-2022	159	13-Jun-2023	AWWTP	3,100,000	2,991,502	20	2043	4.150	128,650	108,498
					19,150,000	7,634,691				671,100	651,653
					\$ 62,835,500	\$ 21,373,477				\$ 1,770,508	\$ 2,187,647

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

### 10. Asset Retirement Obligations

The City owns and operates several assets that are known to have asbestos and lead paint, which represent a health hazard upon demolition or renovation of the assets. There is a legal obligation to remove and dispose of the hazardous materials when it is disturbed. The City has recognized an obligation relating to the removal of the hazardous materials.

The value of the obligation is management's best estimate and has been inflated using an inflation rate of 1.80% (2023 - 2.15%) and discounted using the City's average borrowing rate of 4.05% (2023 – 4.73%). The timing of these expenditures is estimated to occur between 2025 and 2072 with the regular replacement renovation, or disposal of assets. No recoveries are expected at this time.

	2024	2023
Opening asset retirement obligation	\$ 2,887,942	\$ 2,756,949
Increase due to change in estimates	1,688,981	-
Increase due to accretion	457,816	130,993
Increase due to additions	26,295	-
	<u>\$ 5,061,034</u>	<u>\$ 2,887,942</u>

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
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### 11. Tangible Capital Assets

The City of Penticton budgets for Tangible Capital Assets (TCA) as well as non-operating repairs and maintenance through the capital budget. During the year, the City incurred \$39,533,397 of expenditures that fall within the Capital Budget. Of this amount, \$33,802,642 met the TCA capitalization policy criteria while the remaining \$5,730,755 was expensed due to the expenditure being outside the TCA capitalization policy criteria or they were related to repairs and maintenance.

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2024 Total
<b>COST</b>									
Opening Balance	\$ 55,598,373	\$ 173,775,017	\$ 61,941,126	\$ 60,897,256	\$ 65,561,081	\$ 86,490,294	\$105,519,305	\$ 12,572,917	\$ 622,355,369
Add: Additions	609,779	1,309,033	4,934,773	1,148,266	814,976	3,552,088	2,902,910	18,407,582	33,679,407
Add: Additions due to ARO (Note 10)	-	1,715,276	-	-	-	-	-	-	1,715,276
Add: Trsf to/from Construction in Progress	-	663,993	51,672	292,557	662,721	1,653,736	4,557,237	(7,881,916)	-
Less: Disposals	-	-	283,831	-	-	-	-	-	283,831
Re-classification	(251,074)	251,074	-	-	-	-	-	(257,942)	(257,942)
	<u>55,957,078</u>	<u>177,714,393</u>	<u>66,643,740</u>	<u>62,338,079</u>	<u>67,038,778</u>	<u>91,696,118</u>	<u>112,979,452</u>	<u>22,840,641</u>	<u>657,208,279</u>
<b>ACCUMULATED AMORTIZATION</b>									
Opening Balance	-	100,376,116	40,806,882	17,578,349	24,870,741	49,519,964	66,211,138	-	299,363,190
Add: Amortization	-	6,006,367	3,504,954	1,255,564	1,042,500	2,047,518	3,226,438	-	17,083,341
Less: Acc Amortization on Disposals	-	-	273,831	-	-	-	-	-	273,831
	<u>-</u>	<u>106,382,483</u>	<u>44,038,005</u>	<u>18,833,913</u>	<u>25,913,241</u>	<u>51,567,482</u>	<u>69,437,576</u>	<u>-</u>	<u>316,172,700</u>
<b>Net Book Value for Year Ended Dec. 31, 2024</b>	<u>\$ 55,957,078</u>	<u>\$ 71,331,910</u>	<u>\$ 22,605,735</u>	<u>\$ 43,504,166</u>	<u>\$ 41,125,537</u>	<u>\$ 40,128,636</u>	<u>\$ 43,541,876</u>	<u>\$ 22,840,641</u>	<u>\$ 341,035,579</u>

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

11. Tangible Capital Assets continued

	Land	Buildings	Equipment	Sewer Infrastructure	Water Infrastructure	Electrical Infrastructure	Roads	Construction in Progress	2023 Total
<b>COST</b>									
Opening Balance	\$ 55,299,911	\$ 171,586,366	\$ 54,643,093	\$ 58,983,856	\$ 63,564,745	\$ 85,985,307	\$103,674,440	\$ 8,449,807	\$ 602,187,525
Add: Additions	47,388	631,929	3,893,799	1,874,882	1,576,033	47,572	1,628,759	9,785,278	19,485,640
Add: Additions due to ARO recognition (Note 10)	251,074	2,505,875	-	-	-	-	-	-	2,756,949
Add: Trsf to/from Construction in Progress	-	43,127	4,147,769	38,518	420,303	457,415	216,106	(5,323,238)	-
Less: Disposals	-	992,280	743,535	-	-	-	-	-	1,735,815
Re-classification to Financial Assets	-	-	-	-	-	-	-	(338,930)	(338,930)
	<u>55,598,373</u>	<u>173,775,017</u>	<u>61,941,126</u>	<u>60,897,256</u>	<u>65,561,081</u>	<u>86,490,294</u>	<u>105,519,305</u>	<u>12,572,917</u>	<u>622,355,369</u>
<b>ACCUMULATED AMORTIZATION</b>									
Opening Balance	-	95,965,087	38,191,373	16,286,947	23,825,878	46,836,912	63,283,105	-	284,389,302
Add: Amortization	-	5,129,071	3,270,748	1,291,402	1,044,863	2,683,052	2,928,033	-	16,347,169
Less: Acc Amortization on Disposals	-	718,042	655,239	-	-	-	-	-	1,373,281
	<u>-</u>	<u>100,376,116</u>	<u>40,806,882</u>	<u>17,578,349</u>	<u>24,870,741</u>	<u>49,519,964</u>	<u>66,211,138</u>	<u>-</u>	<u>299,363,190</u>
<b>Net Book Value for Year Ended Dec. 31, 2023</b>	<u>\$ 55,598,373</u>	<u>\$ 73,398,901</u>	<u>\$ 21,134,244</u>	<u>\$ 43,318,907</u>	<u>\$ 40,690,340</u>	<u>\$ 36,970,330</u>	<u>\$ 39,308,167</u>	<u>\$ 12,572,917</u>	<u>\$ 322,992,179</u>

**THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
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**12. Expenses by Object**

	<b>2024</b>	<b>2023</b>
Salaries and Benefits	\$ 41,965,020	\$ 38,044,648
Goods and Services	64,199,302	64,777,723
Interest	2,111,111	1,688,819
Amortization	17,083,341	16,347,170
Accretion	457,816	130,993
Other Expenses	3,163,329	2,963,548
Vehicle & Equipment Maintenance	5,709,919	5,158,426
Policing Agreement	10,925,727	10,159,518
	<u>\$ 145,615,565</u>	<u>\$ 139,270,845</u>

**13. Credit Facilities**

The City holds a \$5,000,000 line of credit with the Valley First Credit Union. This line of credit has a borrowing rate of prime 5.5% (2023 - 7.2%) and is secured by promissory note as indicated in the Revenue Anticipation Borrowing Bylaw 2011 No. 5003.

As of December 31, 2024 there was no balance outstanding (2023 - \$NIL ).

**14. Municipal Finance Authority**

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

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

	<b>2024</b>	<b>2023</b>
Cash deposits	<u>\$ 2,682,605</u>	<u>\$ 2,794,555</u>



THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

**15. Budget**

The Financial Plan (Budget) Bylaw No. 2023-41 adopted by Council on December 14, 2023 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget figures anticipated use of reserves accumulated in previous years to reduce current year expenditures in excess of current year revenues to Nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the Consolidated Statements of Operations and change in Consolidated Net Financial Assets represent the Financial Plan adopted by Council with adjustments as follows:

	<u>2024</u>
Financial Plan (Budget) Bylaw surplus for the year	\$ -
<b>Add:</b>	
Transfer to Funds/Reserves	36,247,433
Debt Principal Repayments	2,187,651
Budgeted Capital Expenditures - General	15,271,465
Budgeted Capital Expenditures - Electric	8,361,409
Budgeted Capital Expenditures - Sewer	3,209,900
Budgeted Capital Expenditures - Water	14,462,725
<b>Less:</b>	
Budgeted Transfers from Surplus	<u>59,565,196</u>
<b>Budget Surplus per Consolidated Statement of Operations</b>	<u><u>\$ 20,175,387</u></u>

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

16. Transfers From Other Governments

	2024	2023
Community Building Fund (Gas Tax)	\$ 1,742,928	\$ 1,610,446
Capital Grants	8,560,985	2,193,637
Traffic fine revenue sharing	377,000	360,000
Edmonton Avenue Child Care Centre	-	38,675
Okanagan Basin Water Board grants	173,697	155,777
Local Government Climate Action Program	554,023	189,082
Growing Communities	-	7,177,000
Building Safer Communities	259,070	-
Library	227,225	169,114
Miscellaneous	646,052	434,100
	<u>\$ 12,540,980</u>	<u>\$ 12,327,831</u>

**THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024**

**17. Penticton Public Library**

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

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

18. Taxation

	Budget	2024	2023
<b>Municipal Taxation</b>			
Real Property	\$ 45,663,780	\$ 45,664,933	\$ 42,715,221
Special Assessments	87,230	87,228	87,228
Grants in Lieu	493,000	623,198	444,357
<b>Total municipal taxation</b>	<b>46,244,010</b>	<b>46,375,359</b>	<b>43,246,806</b>
<b>Collections For other Governments</b>			
School	19,486,315	20,895,033	19,428,130
Regional District	2,532,455	2,936,138	2,498,768
Regional Hospital	2,582,000	2,815,785	2,573,998
BCAA	533,150	564,378	531,493
<b>Total collections for other taxing authorities</b>	<b>25,133,920</b>	<b>27,211,334</b>	<b>25,032,389</b>
Transfers to Other Governments	(25,133,920)	(27,210,187)	(25,067,633)
Supplemental Taxation Recovered (Remitted)	-	2,853	35,244
<b>Net taxation for municipal purposes</b>	<b>\$ 46,244,010</b>	<b>\$ 46,379,359</b>	<b>\$ 43,246,806</b>

19. Comparative Figures

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

**THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024**

**20. Contractual Rights**

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

**The Penticton Golf & Country Club**

The Lease Agreement between The City of Penticton and The Penticton Golf & Country Club dated July 1, 2007, will result in the City gaining control of the Golf Clubhouse Building upon expiry of the lease. The Lease Agreement grants the right of ownership of the Golf Clubhouse Building to the City. This is a 26 year, 4 month Lease, due to expire in 2033.

**Art Gallery of the South Okanagan (Inc. 9986)**

The Lease Agreement between The City of Penticton and the Art Gallery of the South Okanagan (Inc, 9986) dated October 1, 1999, will result in the City gaining control of the Art Gallery Building upon expiry of the lease. The Lease Agreement grants the right of ownership of the Art Gallery Building to the City. This is a 5 year Lease, due to expire in 2025.

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

The Lease Agreement between The City of Penticton and the Penticton Seniors' Drop-in Centre Society dated May 31, 2019, will result in the City gaining control of the Drop-In Centre Building upon expiry of the lease. The Lease Agreement grants the right of ownership of the Drop-In Centre Building to the City. This is a 20 year Lease, due to expire in 2039.

**Gateway Casinos & Entertainment Limited**

The Lease Agreement between The City of Penticton and Gateway Casinos & Entertainment Limited dated May 4, 2016, will result in the City gaining control of the Casino Building upon expiry of the lease. The Lease Agreement grants the right of ownership of the Casino Building to the City. This is a 20 year Lease, due to expire in 2036 with two 10-year extension options.

**One Sky Community Resources Society**

The Lease Agreement between the City of Penticton and One Sky Community Resources Society dated October 1, 2021, will result in the City gaining control of the Daycare Building upon expiry of the lease. The Lease Agreement grants the right of ownership of the Daycare Building to the City. This is a 60 year Lease, due to expire in 2081.

**THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024**

**21. Financial Instruments**

**Financial Instrument Risk Management**

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

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

**Credit Risk**

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

The City manages its credit risk by selecting only investments that ensure preservation of capital and leveraging portfolio diversification. The City measures its exposure to credit risk based on portfolio constraints, credit ratings and exposure to asset classes. The maximum exposure to credit risk at the financial statement date is the carrying value of its cash and accounts receivable as outlined in Notes 1 and 2. Accounts receivable arise primarily as a result of taxation, utilities, and grants receivable. Based on this knowledge, credit risk of cash and accounts receivable are assessed as low.

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

**Liquidity Risk**

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

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

**Interest rate risk**

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

The City manages interest rate risk on its long-term debt by holding all debt through MFA at a fixed rate, with refinancing typically being completed at the ten or fifteen year mark. Therefore, fluctuations in market interest rates would not impact future cash flows and operations relating to long-term debt. See Note 9 for interest rates and maturity dates for long term debt.

**THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024**

**21. Financial Instruments continued**

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

As a result of diversification by security type, only a portion of the overall investment portfolio is exposed to interest rate risk. As at December 31, 2024 the amount of the investment portfolio exposed was \$ NIL (2023 - \$ NIL).

**22. Cemetery Perpetual Trust Fund**

The Cemetery Trust fund is established in accordance with the Cremation, Interment, and Funeral Services Act, to upkeep the cemetery grounds/facilities upon closure of the cemetery. As per legislation, current interest income earned on the Reserve balance may be used to offset cemetery operating and capital expenditures. Annual cemetery operating and capital expenditures are approved by Council through the annual budgeting process. The trust fund assets and liabilities are not included in the consolidated financial statements. At December 31, 2024, the balance of funds held in trust was \$1,373,225 (2023 - \$1,279,463).

**23. Segmented Information**

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

**General Government Services**

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

**Protective Services**

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

**Transportation Services**

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

**Environmental Health Services**

Environmental services consists of providing waste disposal to citizens.

THE CITY OF PENTICTON  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
DECEMBER 31, 2024

**23. Segmented Information continued**

**Public Health and Safety**

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

**Environmental Development Services**

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

**Recreation and Culture**

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

**Electrical Utility**

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

**Sewer Utility**

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

**Water Utility**

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



THE CITY OF PENTICTON  
SCHEDULE OF SEGMENT DISCLOSURE  
DECEMBER 31, 2024

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Utility	Sewer Utility	Water Utility	2024 Total
REVENUE											
Taxation	\$ 46,375,359	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,375,359
Sales of Services	1,879,684	3,395,221	2,358,202	3,117,034	562,254	295,020	2,756,800	45,913,649	9,533,595	10,970,737	80,782,196
Government Grants and Transfers	2,211,252	165,982	855,243	-	-	847,420	1,144,930	19,880	173,697	7,122,576	12,540,980
Other Revenue	12,622,817	2,092,632	136	-	-	1,338,507	221,551	9,675	-	-	16,285,318
Other Contributions	426,710	51,261	1,442,298	-	-	-	81,004	1,271,707	1,530,602	1,389,372	6,192,954
Gain on Disposal	-	-	-	-	-	-	24,190	-	-	-	24,190
	<u>63,515,822</u>	<u>5,705,096</u>	<u>4,655,879</u>	<u>3,117,034</u>	<u>562,254</u>	<u>2,480,947</u>	<u>4,228,475</u>	<u>47,214,911</u>	<u>11,237,894</u>	<u>19,482,685</u>	<u>162,200,997</u>
EXPENDITURE											
Salaries and Benefits	6,202,320	15,400,471	2,704,062	156,836	30,133	2,021,388	8,205,789	2,683,775	2,135,706	2,424,540	41,965,020
Goods and Services	4,865,078	1,497,862	4,523,286	1,990,907	322,251	1,756,145	6,242,790	38,277,219	2,022,471	2,701,293	64,199,302
Interest	290,010	-	44,794	-	107,500	-	422,109	-	699,993	546,705	2,111,111
Amortization	10,026,866	-	3,226,439	-	-	-	-	2,047,518	1,072,765	709,753	17,083,341
Accretion	457,816	-	-	-	-	-	-	-	-	-	457,816
Other Expenses	1,646,281	102,518	18,216	320	-	1,238,468	65,513	37,776	3,146	51,091	3,163,329
Vehicle & Equipment Maintenance	569,356	659,217	2,351,559	7,864	1,368	56	661,420	258,120	711,735	489,224	5,709,919
Policing Agreement	-	10,925,727	-	-	-	-	-	-	-	-	10,925,727
	<u>24,057,727</u>	<u>28,585,795</u>	<u>12,868,356</u>	<u>2,155,927</u>	<u>461,252</u>	<u>5,016,057</u>	<u>15,597,621</u>	<u>43,304,408</u>	<u>6,645,816</u>	<u>6,922,606</u>	<u>145,615,565</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ 39,458,095</u>	<u>\$ (22,880,699)</u>	<u>\$ (8,212,477)</u>	<u>\$ 961,107</u>	<u>\$ 101,002</u>	<u>\$ (2,535,110)</u>	<u>\$ (11,369,146)</u>	<u>\$ 3,910,503</u>	<u>\$4,592,078</u>	<u>\$ 12,560,079</u>	<u>\$ 16,585,432</u>

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

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Supply	Sewer System Utility	Water Utility Services	2023 Total
REVENUE											
Taxation	\$ 43,246,806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,246,806
Sales of Services	1,998,720	3,225,160	2,131,947	3,003,232	483,017	339,761	2,466,532	44,526,955	9,016,400	10,096,064	77,287,788
Government Grants and Transfers	9,214,693	128,607	2,223,921	-	-	177,825	427,008	-	155,777	-	12,327,831
Other Revenue	12,537,289	1,293,204	-	-	-	1,447,267	95,322	8,412	-	36,164	15,417,658
Other Contributions	426,712	19,825	1,590,829	-	-	-	-	918,038	1,406,752	888,134	5,250,290
Gain on Disposal	(274,238)	-	4,599	-	-	-	3,433	-	-	-	(266,206)
	<u>67,149,982</u>	<u>4,666,796</u>	<u>5,951,296</u>	<u>3,003,232</u>	<u>483,017</u>	<u>1,964,853</u>	<u>2,992,295</u>	<u>45,453,405</u>	<u>10,578,929</u>	<u>11,020,362</u>	<u>153,264,167</u>
EXPENDITURE											
Salaries and Benefits	6,491,149	12,963,521	2,194,344	90,580	29,340	1,843,854	7,296,381	2,530,213	2,080,188	2,525,078	38,044,648
Goods and Services	4,488,088	1,551,483	7,305,490	2,019,968	279,959	1,815,020	6,236,726	36,301,680	1,958,994	2,820,315	64,777,723
Interest	296,283	-	51,037	-	72,500	-	387,663	-	507,432	373,904	1,688,819
Amortization	8,902,547	-	2,928,033	-	-	-	-	2,683,052	1,121,422	712,116	16,347,170
Accretion	130,993	-	-	-	-	-	-	-	-	-	130,993
Other Expenses	1,440,525	101,411	16,352	145	-	1,205,220	75,728	71,528	5,290	47,349	2,963,548
Vehicle & Equipment Maintenance	426,974	611,413	2,204,054	9,691	2,058	4,355	575,160	359,758	667,180	297,783	5,158,426
Policing Agreement	-	10,159,518	-	-	-	-	-	-	-	-	10,159,518
	<u>22,176,559</u>	<u>25,387,346</u>	<u>14,699,310</u>	<u>2,120,384</u>	<u>383,857</u>	<u>4,868,449</u>	<u>14,571,658</u>	<u>41,946,231</u>	<u>6,340,506</u>	<u>6,776,545</u>	<u>139,270,845</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ 44,973,423</u>	<u>\$(20,720,550)</u>	<u>\$ (8,748,014)</u>	<u>\$ 882,848</u>	<u>\$ 99,160</u>	<u>\$(2,903,596)</u>	<u>\$(11,579,363)</u>	<u>\$ 3,507,174</u>	<u>\$4,238,423</u>	<u>\$ 4,243,817</u>	<u>\$ 13,993,322</u>

THE CITY OF PENTICTON  
GENERAL REVENUE FUND  
STATEMENT OF OPERATIONS  
YEAR ENDED DECEMBER 31, 2024  
(UNAUDITED)

	2024 Budget	2024	2023
<b>Revenue</b>			
Taxation	\$ 46,244,010	\$ 46,375,359	\$ 43,246,806
Sales of Services	19,764,834	20,875,687	19,635,322
Government Grants and Transfers	3,312,137	3,878,661	12,172,054
Transfer From Other Funds/Reserves	3,606,466	7,699,243	5,463,801
Other Revenue	11,186,535	16,275,642	15,373,082
Other Contributions	436,712	2,001,276	2,037,366
Sale of Assets	24,700	24,190	(266,206)
Collections For other Governments	25,133,920	27,211,334	25,032,389
	<u>109,709,314</u>	<u>124,341,392</u>	<u>122,694,614</u>
<b>Expenditure</b>			
Salaries and Benefits	32,113,107	35,278,118	31,617,697
Goods and Services	21,651,524	23,541,116	25,542,160
Interest	516,735	864,413	807,484
Principal Payments	949,379	949,378	1,253,366
Other Expenses	3,598,588	3,071,315	2,839,379
Vehicle & Equipment Maintenance	3,500,193	4,250,840	3,833,705
Policing Agreement	11,880,750	10,925,727	10,159,518
Transfer to Other Funds/Reserves	10,365,118	17,688,800	21,357,927
Transfers to Other Governments	25,133,920	27,210,187	25,067,633
	<u>109,709,314</u>	<u>123,779,894</u>	<u>122,478,869</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>-</u>	<u>561,498</u>	<u>215,745</u>
<b>CHANGE IN FUND BALANCES</b>	-	561,498	215,745
<b>FUND BALANCES, BEGINNING OF YEAR</b>	10,331,294	10,331,294	10,115,549
<b>FUND BALANCES, END OF YEAR</b>	<u>\$ 10,331,294</u>	<u>\$ 10,892,792</u>	<u>\$ 10,331,294</u>

THE CITY OF PENTICTON  
RESERVE FUNDS  
STATEMENT OF FINANCIAL POSITION  
YEAR ENDED DECEMBER 31, 2024  
(UNAUDITED)

	2024	2023
Balance, Beginning of Year	\$ 64,691,940	\$ 31,882,412
<b>Add</b>		
<b>Transfers from:</b>		
Revenue Funds	21,795,456	21,315,576
Interest Earned	3,292,715	2,156,920
Non-Statutory Reserves	-	13,500,000
<b>Deduct</b>		
<b>Transfers to:</b>		
Capital Funds	24,223,220	4,162,968
	<u>\$ 65,556,891</u>	<u>\$ 64,691,940</u>
<b>STATUTORY RESERVE FUND BALANCES</b>		
Affordable Housing Reserve	274,483	273,132
Alternative Transportation Reserve	248,603	237,443
Asset Sustainability	11,180,532	9,637,874
Capital Reserve Fund	1,235,306	1,283,314
Community Works Reserve	2,762,362	3,133,266
Electric Capital Reserve Fund	9,291,897	8,231,959
Equipment Replacement Reserve	7,567,128	8,745,223
Growing Communities	6,455,377	7,276,715
Land Acquisition Reserve	742,963	1,304,258
Local Improvement Reserve	1,437,478	1,358,570
Off-Street Parking Reserve	130,074	171,753
Parkland Acquisition Reserve	283,482	270,756
Public Amenity Reserve	132,643	163,371
Sewer Capital Reserve	9,840,717	10,612,381
Tax Sale Lands Reserve	9,135	8,725
Water Capital Reserve	13,964,711	11,983,200
<b>Balance, End of Year</b>	<u>\$ 65,556,891</u>	<u>\$ 64,691,940</u>

THE CITY OF PENTICTON  
 RESERVE FUNDS  
 STATEMENT OF CHANGES IN FUND BALANCES  
 YEAR ENDED DECEMBER 31, 2024  
 (UNAUDITED)

	Balance, Beginning of Year	Transfer from General Revenue Fund	Interest Earned	Transfer to/from General Revenue/Capital Fund	2024 Total
<b>Reserve</b>					
Affordable Housing	\$ 273,132	\$ -	\$ 12,573	\$ (11,222)	\$ 274,483
Alternate Transportation	237,443	-	11,160	-	248,603
Asset Sustainability	9,637,874	2,256,465	476,153	(1,189,960)	11,180,532
Capital	1,283,314	-	57,829	(105,837)	1,235,306
Community Works	3,133,266	1,742,928	135,366	(2,249,198)	2,762,362
Electric Capital	8,231,959	5,246,814	484,003	(4,670,879)	9,291,897
Equipment Replacement	8,745,223	1,443,564	372,994	(2,994,653)	7,567,128
Growing Communities	7,276,715	-	316,964	(1,138,302)	6,455,377
Land Acquisition	1,304,258	-	47,005	(608,300)	742,963
Local Improvement	1,358,570	14,710	64,198	-	1,437,478
Off-Street Parking	171,753	-	6,930	(48,609)	130,074
Parkland Acquisition	270,756	-	12,726	-	283,482
Public Amenity	163,371	-	7,678	(38,406)	132,643
Sewer Capital	10,612,381	3,219,075	624,043	(4,614,782)	9,840,717
Tax Sale Lands	8,725	-	410	-	9,135
Water Capital	11,983,200	7,871,900	662,683	(6,553,072)	13,964,711
	<u>\$ 64,691,940</u>	<u>\$ 21,795,456</u>	<u>\$ 3,292,715</u>	<u>\$ (24,223,220)</u>	<u>\$ 65,556,891</u>



THE CITY OF PENTICTON  
RESERVES  
STATEMENT OF CHANGES IN FUND BALANCES  
YEAR ENDED DECEMBER 31, 2024  
(UNAUDITED)

	Balance, Beginning of Year	Transfers In	Transfers Out	Interest	Inter-fund Borrowing	2024 Total
<b>Non-Statutory</b>						
Asset Emergency	\$ 3,699,976	\$ 80,437	\$ (1,183,609)	\$ -	\$ -	\$ 2,596,804
Cemetery Land	133,000	-	-	-	-	133,000
Climate Action	754,550	664,828	(777,029)	-	-	642,349
Election	37,500	37,500	-	-	-	75,000
Electric Surplus	12,866,654	-	(2,835,184)	-	(1,226,803)	8,804,667
Financial Stabilization	2,893,496	350,936	-	-	-	3,244,432
Gaming	1,746,349	1,527,523	(1,912,048)	-	-	1,361,824
General Surplus	10,331,294	561,498	-	-	-	10,892,792
Marinas	470,468	76,074	-	-	-	546,542
Multi-Material BC	1,653,464	585,944	(287,500)	-	-	1,951,908
OAP	402,343	239,598	-	-	-	641,941
Parking & Revitalization	51,765	-	-	-	-	51,765
RCMP	841,509	250,000	(31,847)	-	-	1,059,662
Sewer Equipment Replacement	350,000	-	-	-	-	350,000
Sewer Surplus	3,536,334	1,329,531	-	-	-	4,865,865
Storm Water	925,682	627,352	(333,415)	-	-	1,219,619
Urban Forest	13,750	-	-	-	-	13,750
Water Surplus	5,360,536	-	(2,169,233)	-	-	3,191,303
West Bench Capital	1,185,185	-	-	-	-	1,185,185
West Bench Water	1,175,040	-	(78,336)	-	-	1,096,704
	48,428,895	6,331,221	(9,608,201)	-	(1,226,803)	43,925,112
<b>Statutory</b>	64,691,940	21,795,456	(24,223,220)	3,292,715	-	65,556,891
<b>DCC</b>	17,504,483	2,848,232	(2,641,863)	557,526	-	18,268,378
	<u>\$ 130,625,318</u>	<u>\$ 30,974,909</u>	<u>\$ (36,473,284)</u>	<u>\$ 3,850,241</u>	<u>\$ (1,226,803)</u>	<u>\$ 127,750,381</u>

\*inter-fund borrowing to be repaid by general fund (2024-2034)

THE CITY OF PENTICTON  
 RESERVE  
 GROWING COMMUNITIES RESERVE FUND  
 YEAR ENDED DECEMBER 31, 2024  
 (UNAUDITED)

**GROWING COMMUNITIES RESERVE FUND**

Balance, Beginning of Year

Interest

**Deduct Eligible Costs:**

Engineering Intersection Design

Decorative Seasonal Lighting

Skate & Basetball Court Lighting

City Hall Elevator Refurbishment

Kiwanis Walking Pier

Soccer Facility - Roof

Fire Hall 2 - Garage

Arena Feasability study

**Balance, End of Year**

2024	2023
\$ 7,276,715	\$ 7,177,000
316,964	176,788
44,706	40,294
72,714	36,779
400,000	-
92,096	-
58,445	-
193,981	-
246,500	-
29,860	-
1,138,302	77,073
<u>\$ 6,455,377</u>	<u>\$ 7,276,715</u>

THE CITY OF PENTICTON  
SEWER REVENUE FUND  
STATEMENT OF OPERATIONS  
YEAR ENDED DECEMBER 31, 2024  
(UNAUDITED)

	2024 Budget	2024	2023
<b>Revenue</b>			
Sales of Services	\$ 9,927,397	\$ 9,637,595	\$ 9,120,400
Government Grants and Transfers	152,338	173,697	155,777
Other Contributions	1,258,132	1,530,602	1,406,752
Transfer From Other Funds/Reserves	651,653	2,746,960	2,544,890
	<u>11,989,520</u>	<u>14,088,854</u>	<u>13,227,819</u>
<b>Expenditure</b>			
Salaries and Benefits	2,225,854	2,135,707	2,080,188
Goods and Services	2,632,283	3,153,416	3,060,084
Interest	559,100	699,993	507,432
Principal Payments	651,653	651,653	543,155
Other Expenses	-	3,146	5,290
Vehicle & Equipment Maintenance	889,440	711,735	667,180
Transfer to Other Funds/Reserves	5,031,190	5,403,673	10,828,473
	<u>11,989,520</u>	<u>12,759,323</u>	<u>17,691,802</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>-</u>	<u>1,329,531</u>	<u>(4,463,983)</u>
<b>CHANGE IN FUND BALANCES</b>	-	1,329,531	(4,463,983)
<b>FUND BALANCES, BEGINNING OF YEAR</b>	3,536,334	3,536,334	8,000,317
<b>FUND BALANCES, END OF YEAR</b>	<u>\$ 3,536,334</u>	<u>\$ 4,865,865</u>	<u>\$ 3,536,334</u>

THE CITY OF PENTICTON  
WATER REVENUE FUND  
STATEMENT OF OPERATIONS  
YEAR ENDED DECEMBER 31, 2024  
(UNAUDITED)

	2024 Budget	2024	2023
<b>Revenue</b>			
Sales of Services	\$ 11,140,284	\$ 11,029,737	\$ 10,153,064
Transfer From Other Funds/Reserves	2,727,910	4,334,784	3,983,829
Other Revenue	-	-	36,164
Other Contributions	566,514	1,389,372	888,135
	<u>14,434,708</u>	<u>16,753,893</u>	<u>15,061,192</u>
<b>Expenditure</b>			
Salaries and Benefits	2,368,893	2,424,539	2,525,078
Goods and Services	3,259,353	3,889,139	3,935,624
Interest	470,251	546,705	373,904
Principal Payments	586,619	586,619	422,123
Other Expenses	28,545	51,091	47,349
Vehicle & Equipment Maintenance	444,941	489,224	297,783
Transfer to Other Funds/Reserves	7,276,106	10,935,809	12,106,783
	<u>14,434,708</u>	<u>18,923,126</u>	<u>19,708,644</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>-</u>	<u>(2,169,233)</u>	<u>(4,647,452)</u>
<b>CHANGE IN FUND BALANCES</b>	-	(2,169,233)	(4,647,452)
<b>FUND BALANCES, BEGINNING OF YEAR</b>	5,360,536	5,360,536	10,007,988
<b>FUND BALANCES, END OF YEAR</b>	<u>\$ 5,360,536</u>	<u>\$ 3,191,303</u>	<u>\$ 5,360,536</u>

**THE CITY OF PENTICTON**  
**ELECTRIC REVENUE FUND**  
**STATEMENT OF OPERATIONS**  
**YEAR ENDED DECEMBER 31, 2024**  
**(UNAUDITED)**

	2024 Budget	2024	2023
<b>Revenue</b>			
Sales of Services	\$ 49,016,420	\$ 46,134,756	\$ 44,731,063
Government Grants and Transfers	-	19,880	-
Other Revenue	10,609	9,675	8,412
Other Contributions	-	1,271,707	918,038
Transfer From Other Funds/Reserves	4,153,056	8,024,276	5,976,827
	<u>53,180,085</u>	<u>55,460,294</u>	<u>51,634,340</u>
<b>Expenditure</b>			
Salaries and Benefits	2,286,048	2,683,775	2,530,213
Goods and Services	39,402,137	39,954,092	37,791,192
Other Expenses	88,050	37,776	71,528
Vehicle & Equipment Maintenance	265,950	258,120	359,758
Transfer to Other Funds/Reserves	11,137,900	15,361,715	14,424,865
	<u>53,180,085</u>	<u>58,295,478</u>	<u>55,177,556</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>-</u>	<u>(2,835,184)</u>	<u>(3,543,216)</u>
<b>CHANGE IN FUND BALANCES</b>	-	(2,835,184)	(3,543,216)
<b>FUND BALANCES, BEGINNING OF YEAR</b>	18,289,850	18,289,850	21,833,066
<b>FUND BALANCES, END OF YEAR</b>	<u>\$ 18,289,850</u>	<u>\$ 15,454,666</u>	<u>\$ 18,289,850</u>



THE CITY OF PENTICTON  
 STORM WATER  
 STATEMENT OF REVENUE AND EXPENDITURE  
 YEAR ENDED DECEMBER 31, 2024  
 (UNAUDITED)

	2024 Budget	2024	2023
<b>REVENUE</b>			
Sales of Services	\$ 1,576,000	\$ 1,511,321	\$ 1,182,806
<b>EXPENDITURE</b>			
Salaries and Benefits	269,040	282,823	311,029
Goods and Services	271,150	155,290	157,222
Vehicle & Equipment Maintenance	47,680	31,440	38,090
Transfer to Other Funds/Reserves	988,130	414,417	232,163
	1,576,000	883,970	738,504
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	\$ -	\$ 627,351	\$ 444,302

THE CITY OF PENTICTON  
CEMETERY PERPETUAL TRUST FUND  
YEAR ENDED DECEMBER 31, 2024  
(UNAUDITED)

**ASSETS**

Bank Term Deposits

**Add:**

Due From General Revenue Fund

**SURPLUS**

Balance, Beginning of Year

**Add:**

Care Fund Contributions

Interest Earned

**Deduct:**

Cemetery Maintenance

**Balance, End of Year**

2024	2023
\$ 1,255,822	\$ 1,190,183
117,403	89,280
<u>\$ 1,373,225</u>	<u>\$ 1,279,463</u>
\$ 1,279,463	\$ 1,197,261
58,103	50,251
65,659	61,951
<u>123,762</u>	<u>112,202</u>
30,000	30,000
<u>\$ 1,373,225</u>	<u>\$ 1,279,463</u>



# Council Report

penticton.ca

**Date:** May 13, 2025 **File No:** RMS 1610  
**To:** Anthony Haddad, City Manager  
**From:** Courtney Jones, Manager of Financial Planning  
**Subject:** **2025 Q1 Financial and Corporate Business Plan Update**

## Staff Recommendation

THAT Council receive into record the report dated May 13, 2025, titled "2025 Q1 Financial and Corporate Business Plan Update";

AND THAT Council approve amending the 2025 - 2029 Financial Plan to provide for budget amendments noted in the report including:

- Change of reserve draw from OAP Reserve to the Affordable Housing Reserve for \$130,000 for the advancing affordable housing project due to reserve eligibility restrictions;
- Reserve draw from the Asset Emergency Reserve of \$75,000 for fleet equipment replacements;
- Reserve draw from the General Capital Reserve of \$28,000 for small equipment replacement due to failure;
- Reserve draw of \$3,100 from each of the Sewer and Water Capital reserves for vehicle enhancements.

## 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

The 2025 - 2029 Financial and Corporate Business Plan was adopted December 17, 2024. The first quarter report, found in Attachment A, includes activities up to March 31, 2025, and outlines the impacts to the City's revenues and expenses as a result of the first quarter budget amendments, annual forecasts, as well as an update on the Corporate Business Plan initiatives.

## Financial implication

The City's financial position for the first quarter continues to be largely consistent with anticipated results.

The following financial implications are expected as a result of the budget amendments made to date and changes in forecasted revenue and expenses this year:

- General Operating Fund forecasted draw of \$359k, compared to \$113k approved budget draw.
- Electric Operating Fund forecasted draw of \$4.0M, same as the approved budget.
- Sewer Operating Fund forecasted draw of \$0.7M, is lower than the approved budget of \$1.1M for anticipated budget savings.
- Water Operating Fund forecasted draw of \$1.2M, similar to the approved budget.

## **Analysis**

Some highlights from the report include:

### First Quarter Budget Amendments

#### *Expenses*

The operating budget amendments for expenses were an overall reduction of \$204k, due to savings in the sewer fund, offset by increased general fund expenses for the Temporary Winter Shelter, community walk in clinic grant and projects continuing from 2024.

#### *Capital*

First quarter capital budget overall amendments total \$7.9M, mainly attributed to the Ellis 4 dam increase of \$7.6M. Other minor changes were for vehicle replacements, starting block replacements for KISU, Mobi Mats and equipment failures.

### Amended Budget to Forecast Variances

The first quarter operating forecast is similar to the amended budget at this time, with an \$85k forecasted variance related to the costs for the by-election, which will be adjusted once the final costs are known.

### Strategic Initiatives

The City of Penticton's 2025 - 2029 Financial and Corporate Business Plan outlines 39 initiatives that advance Council's Strategic Priorities as well as projects that have been identified by the Senior Leadership Team which will improve service delivery and business functions for the City.

- For the first quarter, staff are pleased to report 36 initiatives are on track to be completed by the end of 2025;
- Progress was made in the first quarter to successfully complete one (1) initiative; the Community Services division successfully hosted a multi-day Frost Fest Winter Carnival from January 17 – 19, 2025 which featured a movie night, hot air balloon display, fundraising gala, kids' zone, rail jam and polar dip swim.
- Two (2) initiatives are considered delayed. Penticton Library Accessibility Enhancements and Improvements did not progress as planned in Q1 due to staff shortages and vendor issues. Also, the Penticton Fire Department's Wildfire and FireSmart Planning and Mitigation Strategies were on hold in Q1 due to the FireSmart Coordinator staffing vacancy.

**Alternate recommendations**

THAT Council direct staff to provide further information prior to receiving into record the report dated May 13, 2025, titled "2025 Q1 Financial and Corporate Business Plan Update".

**Attachments**

- Attachment A – First Quarter 2025 Update

Respectfully submitted,

*Courtney Jones*

Courtney Jones  
Manager of Financial Planning

Concurrence

GM Corporate Services	GM Infrastructure	GM Community Services	GM Development Services	GM Public Safety & Partnerships	City Manager
<i>AMC</i>	<i>KD</i>	<i>KJ</i>	<i>BL</i>	JC	<i>SB</i>



2025–2029

# Financial & Corporate Business Plan



City of Penticton

Financial and Corporate Business Plan  
May 13, 2025

## First Quarter 2025 Update

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## Introduction to Quarterly Updates

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

There are four components within this report:

1. Financial Summary - provides a quarterly update on the City's financial position. Included in this section of the report are summaries for the City's operating and capital funds as well as details on cash & investments, reserves, debt, and a summary of revenue and expenses.
2. Operating Variance Analysis – provides highlights on operating funds for current forecast variances as well as budget amendments made during the quarter.
3. Capital Variance Analysis - provides highlights on capital funds budget amendments made during the quarter. Included in this quarter's capital analysis is the listing of 2024 carry forward projects.
4. Strategic Initiatives - includes progress update on the initiatives detailed in the City's Financial and Corporate Business Plan.

## Financial Summary

The 2025 -2029 budget was adopted by Council on December 17, 2024. This first quarter report is the first of this year and includes activities up to March 31, 2025. The City's financial position continues to be steady and strong, which allows for adaptability to emerging and changing priorities.

### General Fund

The approved budgeted draw from General Fund surplus reserve was minimal for 2025, at \$113k, and after the first quarter, the 2025 forecasted draw is \$359k.

#### *Operating - forecasted draw of \$359k*

The forecasted draw from surplus is \$359k, an increase of \$246k related to the first quarter amendments detailed in the Budget Amendment and Forecast Variance sections.

#### *Capital - \$14.7M*

The General Fund 2025 Capital amended budget is \$14.7M, an increase of \$293k from the approved budget of \$14.4M, which is detailed below in the Capital Variance Analysis section.

## Utilities

### Electric Fund

*Operating – forecasted draw of \$4.0M*

The forecasted draw from surplus of is the same as the approved budget.

*Capital - \$7.0M*

The 2025 amended capital budget is \$7.0M, same as the approved budget.

### Sewer Fund

*Operating – forecasted draw of \$0.7M*

The forecasted draw from Sewer surplus is \$0.7M, which is \$0.4M lower than the approved budget of \$1.1M, which is attributed to identified savings.

*Capital - \$3.5M*

The 2025 amended capital budget is similar to the approved budget of \$3.5M.

### Water Fund

*Operating – forecasted draw of \$1.2M*

The forecasted draw from Water surplus is similar to approved budget of \$1.2M.

*Capital - \$12.9M*

The 2025 amended capital budget is \$7.6M more than the approved budget of \$5.3M due to the Ellis 4 Dam upgrade increased costs as presented and approved by Council earlier this year.



## Cash & Investments

As of March 31, 2025, the City's cash and term deposit balance is \$133.2M, a decrease of \$14M over the beginning of year balance of \$147.2M. The decrease in investments is in large part related to capital project spending and the bulk of the City's revenue from taxation being received once a year, in July, but spent over the course of the following year.

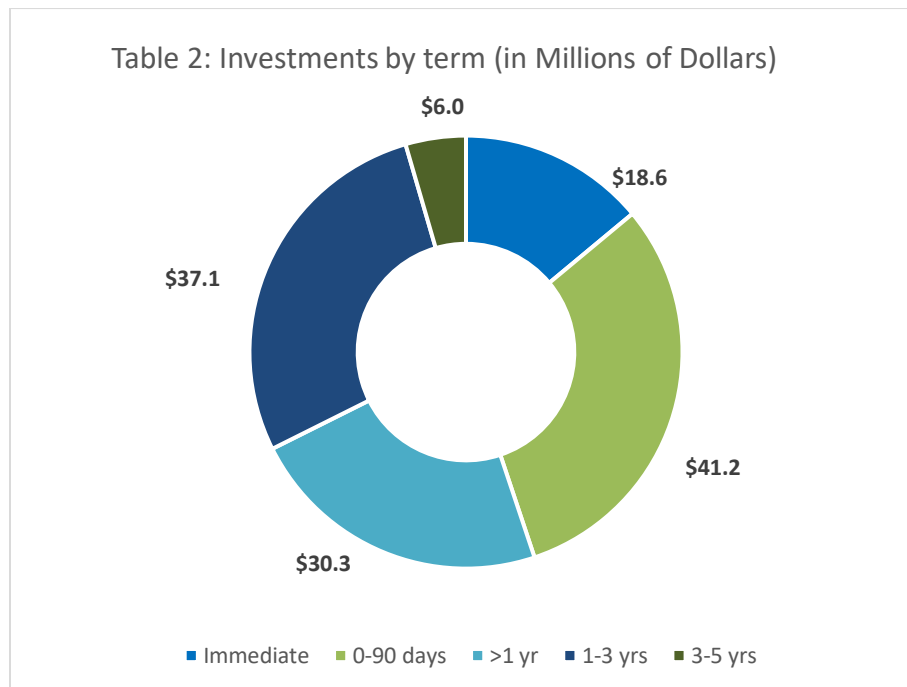
Diversification of current type of investments can be seen in the table below:

**Table 1: Types of Investments (in millions)**

Type of Investment	2024 Portfolio Amount	2024 Percentage	2025 Q1 Portfolio Amount	2025 Q1 Percentage
Cash	\$ 18.9	12.8%	\$ 18.6	14.0%
Municipal Finance Authority Investment funds	35.4	24.0%	35.7	26.8%
*Securities in a Chartered Bank	15.0	10.2%	15.0	11.3%
*Deposits in BC Based Credit Unions	36.4	24.7%	27.3	20.5%
*Deposits in Credit Unions based outside of BC	41.6	28.2%	36.6	27.4%
<b>Total</b>	<b>\$ 147.2</b>	<b>100.0%</b>	<b>\$ 133.2</b>	<b>100.0%</b>

In 2025, the City has a significant capital program, which requires readily available funds, with \$71.5M (54%) available within less than 90 days. Some projects have required upfront funding until long-term borrowing funds are received. Staff monitor cash on hand comparative to cash flow requirements to enhance the City's returns, when possible. The table below show the investment terms of the City's current investment portfolio:

**Table 2: Investments terms (in millions)**

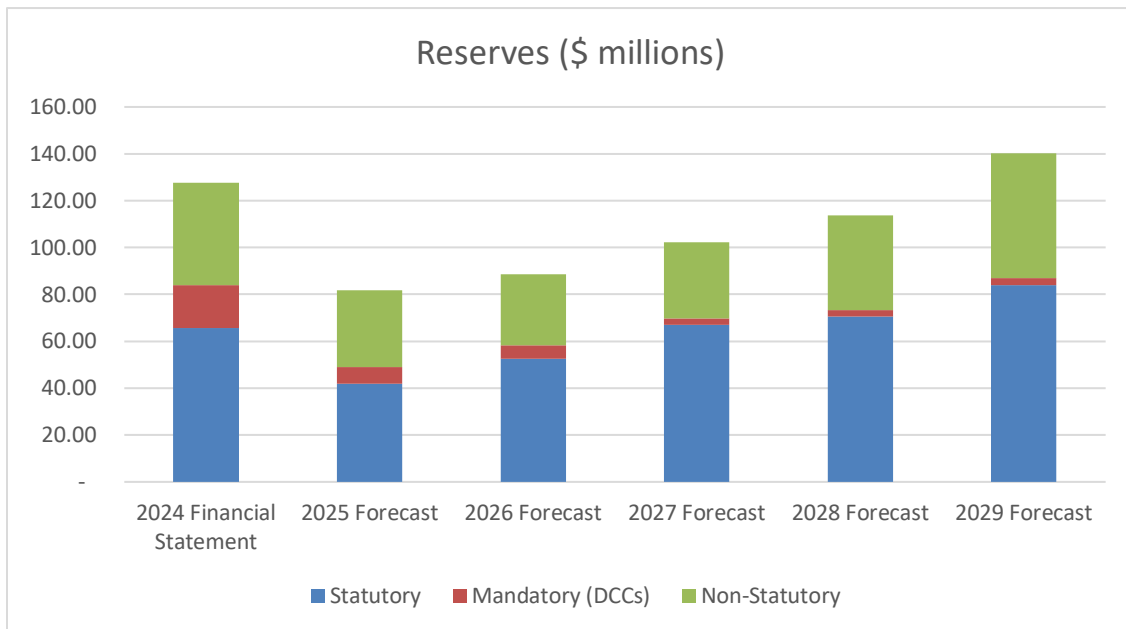


## Reserves

The City's anticipated total reserve balances at the beginning of 2025 are \$128M and forecasted to be \$82M at the end of 2025, which is largely due to the substantial planned capital program. Should that capital not be fully expended by the end of the year, reserve balances will be higher than anticipated, however those funds will remain committed for use in subsequent years when the projects are completed.

The City's reserve balances are detailed in the table below and forecasted based on year-to-date results as well as transfers as approved in the City's 2025-2029 Financial Plan:

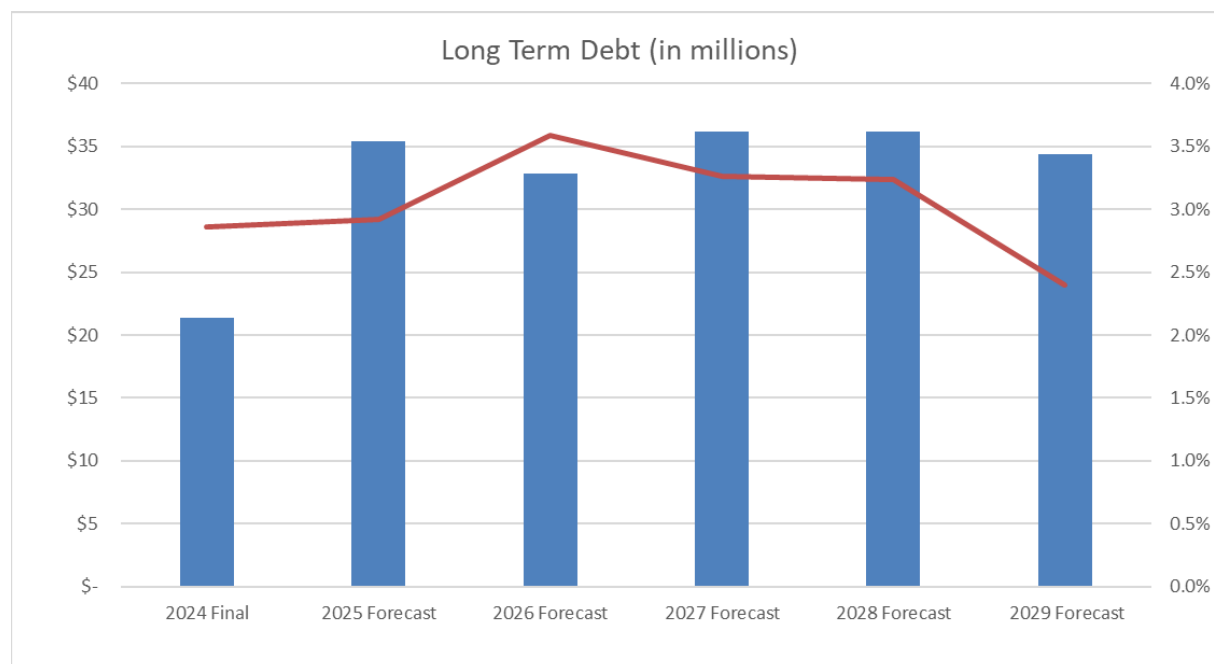
**Table 3: Reserve Forecast Summary (in millions)**



## Debt

As reported in previous quarterly reports, the City's forecasted debt balance at the end of 2024 was \$21M and forecasted to increase to \$35M by the end of 2025. Debt is currently represented by issues for the General, Water and Sewer funds. Municipalities can only obtain long-term borrowing for the purchase or construction of capital assets. A five-year forecast of long-term debt based on current and budgeted debt in the 2025-2029 Financial Plan is included in the table below, with the red line representing the liability serving costs:

**Table 4: Long Term External Debt Budget Forecast (in millions)**



In January 2025, Council approved (Council resolution 25/2025) the Security Issuing Resolution for \$5.1M of debt, for the Penticton Ave PRV replacement as part of the 2025 spring borrowing session, which should be received in the second quarter.

On April 1, 2025, Council approved the Loan Authorization Bylaw (Council resolution 96/2025) for \$11.0M in new debt, for the Ellis 4 Dam Upgrades which is planned to be drawn in the fall of 2025.

Liability Servicing Cost is legislatively limited to 25%, where debt servicing costs cannot exceed 25% of specific municipal revenues of the previous year. The estimated Liability Service Cost is noted in the table below:

**Table 5: Liability Servicing Costs**

	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast
Estimated Liability Servicing Cost %	2.9%	2.9%	3.6%	3.3%	3.2%	2.4%

## Revenue & Expense Summary

	2025 Adopted Budget	2025 Q1 Budget Amendments	2025 Amended Budget	2025 Forecast	Amended Budget to Forecast Variance
<b>Revenue</b>					
Municipal Taxation	\$ (50,526,736)	\$ -	\$ (50,526,736)	\$ (50,526,736)	\$ -
Sale of Services	(14,521,250)	-	(14,521,250)	(14,521,250)	-
Electric Utility Revenue	(51,784,235)	-	(51,784,235)	(51,784,235)	-
Sewer Utility Revenue	(10,856,090)	-	(10,856,090)	(10,856,090)	-
Water Utility Revenue	(11,467,739)	-	(11,467,739)	(11,467,739)	-
Storm Water Utility Revenue	(1,964,700)	-	(1,964,700)	(1,964,700)	-
Fiscal Services	(4,231,000)	-	(4,231,000)	(4,231,000)	-
Grants	(3,240,328)	(5,000)	(3,245,328)	(3,245,328)	-
Other Contributions	(5,519,145)	-	(5,519,145)	(5,519,145)	-
Development Cost Charges	(1,470,000)	-	(1,470,000)	(1,470,000)	-
Donations	(14,000)	-	(14,000)	(14,000)	-
<b>Total Revenues</b>	<b>(155,595,223)</b>	<b>(5,000)</b>	<b>(155,600,223)</b>	<b>(155,600,223)</b>	<b>-</b>
<b>Operating Expenses</b>					
General Operating	82,148,530	221,025	82,369,555	82,454,555	85,000
Storm Water	718,265	-	718,265	718,265	-
Electric Utility	45,673,818	-	45,673,818	45,673,818	-
Sewer System	7,506,034	(425,000)	7,081,034	7,081,034	-
Water Utility	7,185,440	-	7,185,440	7,185,440	-
<b>Total Operating Expenses</b>	<b>143,232,087</b>	<b>(203,975)</b>	<b>143,028,112</b>	<b>143,113,112</b>	<b>85,000</b>
<b>Other Entities Net Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Operating Surplus</b>	<b>(12,363,136)</b>	<b>(208,975)</b>	<b>(12,572,111)</b>	<b>(12,487,111)</b>	<b>85,000</b>
<b>Capital Expenses</b>					
General Capital	14,413,318	293,000	14,706,318	14,706,318	-
Electric Capital	7,049,000	-	7,049,000	7,049,000	-
Sewer Capital	3,541,300	3,100	3,544,400	3,544,400	-
Water Capital	5,309,285	7,557,165	12,866,450	12,866,450	-
<b>Total Capital Expenses</b>	<b>30,312,903</b>	<b>7,853,265</b>	<b>38,166,168</b>	<b>38,166,168</b>	<b>-</b>
Debt Proceeds	-	(11,000,000)	(11,000,000)	(11,000,000)	-
Debt Servicing - Principal Repayments	2,100,119	-	2,100,119	2,100,119	-
Capital Grant Funding	(460,285)	(60,000)	(520,285)	(520,285)	-
Transfer To (From) Surplus/Reserve	(3,229,601)	3,415,710	186,109	101,109	(85,000)
Amortization Offset	(16,360,000)	-	(16,360,000)	(16,360,000)	-
<b>Financial Plan Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Operating Variance Analysis

### First Quarter Budget Amendments

Revenue - \$5k increase

- A \$5k grant was received from the BC Alliance for Healthy Living Society towards after school programming.

Expenses – \$204k decrease

- General Operating – Overall increase of \$221k for Council previously approved items for the Temporary Winter Shelter, community walk in clinic grant, and affordable housing pilot project assistance which have been incorporated in the amended budget. In addition, the arena feasibility study that was approved in the 2024 Financial Plan is continuing into 2025, at a cost of \$30k, which is funded by Growing Communities grant, and vandalism repairs to City Yards fencing, which is funded from General surplus.
- The Advancing Affordable Housing project is now being funded from the Affordable Housing Reserve, as the project was ineligible for funding from the OAP Reserve as planned in the approved budget.
- Sewer Utility – a \$425k reduction for salaries that were determined to be overestimated upon further review.

### Forecast Variances

Each quarter, actual revenue and expenses are reviewed comparative to budget, and the forecast is updated to reflect anticipated changes. The following items are reflected in the annual forecast.

Revenue

Revenues year to date are trending on track to approved budgets at this time. Recreation revenue for the first quarter is seeing an uptick comparative to budget. While building permit revenue is lower comparative to the same quarter last year, overall, revenue is strong and slightly above the quarterly budget at this time.

Expenses \$85k

Council approved the 2025 by-election which has been forecasted at an estimated \$85k, a budget amendment will be completed once final costs are known.



# Capital Variance Analysis

## First Quarter Budget Amendments

The first quarter capital budget amendments total \$7.9M, and are as follows:

- *General Capital \$293k*
  - Fleet \$105k
    - Replacements of Units U202 and I203A due to insurance incidents, which are partially funded by insurance and the balance funded by Asset Emergency Reserve.
  - Parks \$120k
    - Grant received from Trans Canada Trail for the Kiwanis Pier multi-use path
    - Installation of beach accessibility Mobi-Mats at multiple locations, which were previously approved by Council.
  - Facilities \$68k
    - Installation of exterior CCTV system at RCMP building offset by savings from another RCMP project.
    - Starting block replacements in partnership with KISU, which Council previously approved.
    - Replacement of PTCC ride-on floor scrubber following equipment failure funded by the Capital Reserve.
- *Water Capital \$7.6M*
  - Fleet \$3.1k
    - Additional cost for vehicle upgrade to meet departmental needs (matching sewer contribution).
  - Water Distribution \$7.6M
    - Net impact of Council authorized borrowing and water capital fund adjustment for Ellis 4 Dam project escalation.
- *Sewer Capital \$3.1k*
  - Fleet \$3.1k
    - Additional cost for vehicle upgrade to meet departmental needs (matching water contribution).

## Forecast Variances

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

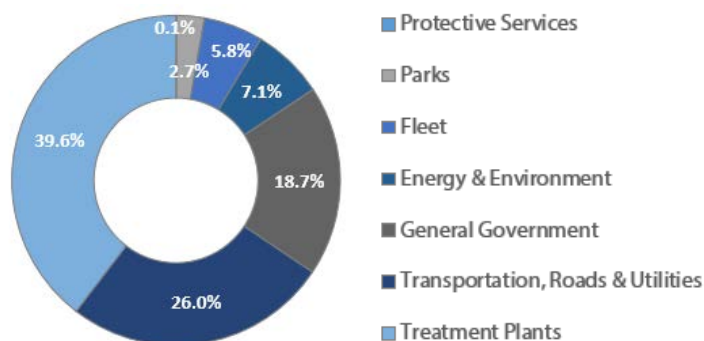
## 2024 Capital Carry Forwards

Capital carry forwards are to move previous year budgeted funds into the current budget year to continue and/or complete a project from the prior year. As part of the year end process, prior year capital budgets are reviewed and submitted for carry forward as needed. The total amount of capital carry forward projects from 2024 to 2025 is \$59.5M. For a full listing of the capital projects being carried forward, please see Appendix B to the report.

### Major Project Highlights

Project ID	Capital Priority	Project Name	2024 Carry Forward to 2025
FLT-L202	VITAL	100' Platform Fire Truck (Replace Unit L-202)	\$2,300,000
TN-AT-01	OPTIMAL	AAA Bike Network	2,457,915
FA-70	ESSENTIAL	City Yards - Electrical Building	501,570
FA-10	ESSENTIAL	City Yards - Main Building Upgrades	1,106,650
FA-23	ESSENTIAL	Community Centre - Energy & Emissions Reductions Retrofit	1,928,385
FA-71	STRATEGIC	Community Centre - Power Street Child Care Project	3,383,790
FA-66	VITAL	Community Centre - Replace Boiler	592,480
TN-TC-03	STRATEGIC	Crosswalk Improvement Program	461,450
FLT-50	ESSENTIAL	Digger Derrick Aerial (Replace Unit 50)	450,000
ELEC-IR-05	STRATEGIC	Downtown Underground Conversion	1,371,650
RC-15	STRATEGIC	Eckhardt Avenue Corridor Reconstruction	3,430,890
DC-NE-02	STRATEGIC	Okanagan Lake Channel Retaining Wall	462,660
WTP-IR-01	STRATEGIC	Penticton Avenue PRV Upgrade	8,096,910
AWWTP-S2	ESSENTIAL	Phase 2 of AWWTP Expansion & Upgrades	14,008,480
G-WAT-01	STRATEGIC	Ridgedale Reservoir Upgrade	4,731,360
TN-AT-03	STRATEGIC	Sidewalk Network Improvements	993,140
PK-2020-P1	STRATEGIC	Skaha Park Upgrades from Master Plan	876,560
ELEC-NE-08	STRATEGIC	Utility Scale Battery Storage	1,689,900
<b>Total Major Projects</b>			<b>\$48,843,790</b>
<b>Total Minor Projects</b>			<b>10,662,995</b>
<b>Total 2024 Carry Forward to 2025</b>			<b>\$59,506,785</b>

### Carry Forwards by Segment



## Strategic Initiatives

### Corporate Business Plan

To ensure strong public accountability each year the City's strategic initiatives are published in the Corporate Business Plan. In 2025, there were a total of 39 strategic priorities and initiatives identified by City divisions and departments to advance Council's strategic priorities for the community and support the City's Mission, Vision and Culture.

In the fall of 2024, Council completed a mid-term strategic planning session. As a result, Council re-focused their priorities for the remainder of their term from 2024 – 2026, these include:

- **Safe & Resilient** – Enhance and protect the safety of all residents and visitors to Penticton. Specific focus on reducing crime and enhancing safety; balanced response to safety and livability; facilitate support for public safety and partnerships; and preparedness and resiliency; and
- **Livable & Accessible** – Proactively plan for deliberate growth and focus on community infrastructure to support an inclusive, healthy, safe and desirable place to live. Specific focus on supporting attainable and accessible housing; minimizing environmental impact and adapting to climate change; supporting community vibrancy and culture; and community building partnerships.

In addition to Council's Priorities, identified projects and initiatives may also support advancement of the City's Mission, Vision and Culture:

- **Our Mission** – Penticton will serve its residents, businesses and visitors through organizational excellence, partnership and the provision of community focused services.
- **Our Vision** – Penticton is a connected, resilient and healthy waterfront city focused on safety, livability and vibrancy.
- **Our Culture** – We are committed to open communication, integrity and professionalism to build public trust through excellence in all that we do. We embrace modernization, innovation and adaptability to meet the evolving needs of our community, fostering a culture of engagement and purpose.

### Q1 Update

In the first quarter of 2025, City Divisions reported 36 initiatives are on track to successfully complete within their stated timelines; one (1) initiative has been completed, and two (2) initiatives are considered delayed.

Below is a summary of completed projects:

- **Valley First Frost Fest Winter Carnival** – from January 17 to 19, 2025 downtown Penticton was transformed into a winter carnival featuring hot air balloon display, kids' zone, rail jam ski and snowboard competition, hockey games on the Activate Penticton outdoor rink and a movie night at the Cleland Theatre.

Delayed initiatives include:

- **Accessibility Enhancements and Improvements at the Penticton Public Library** – due to staffing shortages in the first quarter as well as supplier issues this project did not advance as planned. For the second quarter, the project lead will seek new product vendors for accessibility needs.
- **Wildfire and FireSmart Planning and Mitigation Strategies** – for the first quarter, the Penticton Fire Department had a vacancy for the FireSmart Coordinator position. Once a successful candidate has been hired this initiative will progress.

### **Advancing Council's Priorities**

Appendix A provides a summary of all 39 strategic priorities identified by City divisions to advance Council's Priorities to build a stronger Penticton.

## Appendices

### Appendix A – First Quarter Strategic Priority/Initiative Status Details

<b>Safe &amp; Resilient</b>	
<b>Enhance and protect the safety of all residents and visitors to Penticton</b>	
<b>Initiative</b>	<b>Status</b>
<b>Implementation of the Updated City Hall Business Continuity Plan (BCP)</b>  Per the updates to the Emergency Disaster Management Act (EDMA) local governments are required to have business continuity and emergency management plans. In Q1, the Senior Leadership Team reviewed and endorsed the proposed updated City Hall BCP. Integration into the emergency response program will occur in Q2.	↑
<b>Advancement of Civic Places and Spaces Priority #1: Community Safety Building</b>  This is a continuing project. For 2025, Civic Places and Spaces will focus on fire hall renewals and the Community Safety Building. In Q1, the professional/technical session occurred to determine Class B estimate for design of the new Fire Hall Headquarters at Dawson Avenue.	↑
<b>Safety and Security Enhancements for the RCMP Detachment</b>  The RCMP detachment will receive security enhancements including the exterior fleet and parking area. The project has not started as of Q1 however it is on track to complete within the project schedule.	↑
<b>Advanced Waste Water Treatment Plant (AWWTP) Construction and Commissioning</b>  This is a continuing multi-year project. In 2025 construction for works will commence including a new secondary clarifier, new nitrified mixed liquor pump and remediation of the headworks concrete and slide gate. In Q1 designs are close to finalization with the project consultant.	↑
<b>Developing and Maintaining Collaborative Partnerships</b>  Specific works have been identified for 2025 to continue to foster relationships and dedicated time and resources to create new and expanded initiatives with the business community, provincial government and regional partners. For Q1, public sessions were held to communicate the Safety and Security Plan for the Temporary Winter Shelter; continued advocacy for HEART and HEARTH in Penticton; Bylaw specific training occurred to support vulnerable populations struggling with mental health and substance use disorders; and the division co-initiated the development of a Property Compliance and Standards team.	↑
<b>Development of the Community Safety and Wellbeing (CSWB) Plan</b>  A CSWB is a strategic initiative designed to enhance safety and quality of life for residents within the community. The focus of Penticton's CSWB is on prevention and intervention through targeted programs that address the root causes of safety and health issues. In Q1, the division solicited requests for quotes from four (4) proponents to identify a qualified contractor for the development of the CSWB.	↑
<b>Intelligence Led Responses</b>  To increase efficiency and effectiveness, Bylaw Services is moving to implement intelligence-led responses and proactive patrols. The ability to harness data and focus resource deployment based on the data will elevate levels of service and call response. For Q1, Bylaw Officers are addressing high volume complaint areas through Crime Prevention through Environmental Design (CPTED) and shared intelligence with RCMP to address hot spots.	↑
<b>Fire Prevention Division Growth Strategy</b>  Fire Prevention oversees property inspections, reviews business licenses and final occupancy permits, responds to Freedom of Information requests and public complaints as well as preparing Office of the Fire Commissioner reports. In 2025, Council approved an increase of a full-time prevention resource. For Q1, the job opportunity was posted, and recruitment is underway.	↑

<b>Development of a Hazard Risk Vulnerability Analysis (HRVA)</b>  Utilizing a public grant, the PFD will work to develop an HRVA to focus on prevention and planning for the City and neighbouring communities per mutual aid agreements. In Q1 two (2) Disaster Risk Planners were hired through the RDOS. Project Charter is complete, and a presentation was provided to Council on progress to-date.	↑
<b>Wildfire and FireSmart Planning and Mitigation Strategies</b>  PFD continues to explore and apply for grant-funded opportunities to maintain wildfire resiliency actions for the community. This initiative is currently on hold due to the FireSmart Coordinator vacancy.	↓
<b>Fire Department Record Management Software (RMS) Enhancements</b>  The PFD has an identified need for a new RMS system to increase efficiencies, and end-user experience for coordination of scheduling, training, events and department activities. For Q1, the department is working on the implementation of the new RMS system.	↑
<b>Operational Risk Assessment</b>  An operational risk assessment compiles findings and identifies recommendations to guide operations for high-risk rescues, airports, water response and high-rise residential and commercial buildings. For Q1 the Requests for Proposals (RFP) was in progress.	↑
<b>Advancement of the 2024 – 2027 RCMP Strategic Plan</b>  The RCMP's Strategic Plan focuses on four key areas: Connect vulnerable people, Impact crime trends, Advance preparedness and Drive results. Key initiatives have been identified for 2025 focusing on creation of a Community Safety Unit; increased collaboration with RCMP Community Policing and Bylaw Services; proactive communication; inter-agency training; and an Operational Review Unit to lead enhanced investigation capacity. Objectives are on track for the first quarter.	↑

<b>Livable &amp; Accessible</b> Proactively plan for deliberate growth and focus on community infrastructure to support an inclusive, healthy, safe and desirable place to live	
<b>Initiative</b>	<b>Status</b>
<b>Advancement of Civic Places and Spaces Priority #2: Arenas</b>  This is a multi-year project. The project will realize work completed to-date for the Civic Places and Spaces project as well as consider directions and recommendations from the Arena Feasibility Study. In Q1, the Arena Feasibility Study is underway, and completion is targeted for Q2.	↑
<b>Continuation of Sport and Recreational Needs Assessment</b>  This is a multi-year project. Project milestones will be advanced in 2025 including presentation of the complete assessment report and associated recommendations to Council and the Parks and Recreation Advisory Committee. For Q1, the project is underway and anticipate completion in Q2.	↑
<b>Frost Fest Winter Carnival Expansion</b>  Established in 2024, Frost Fest is a multi-event winter carnival to create an off-season event that would increase vibrancy and attract visitors and support a connected community. The event was successfully hosted in Q1 and featured a movie night, fundraising gala, hot air balloons, kids' zone, rail jam and polar dip.	☑
<b>City Yards Upgrades</b>  This is a multi-year project. In 2024, construction on the Electric Utility Fleet storage building started. In 2025 the Facilities department will lead the design and construction of a Fleet Shop building. In Q1, the Electric Utility Fleet building construction was completed, and preliminary plans were started for the new Fleet Shop building.	↑
<b>Accessibility Enhancements and Improvements</b>	↓



Utilizing the Provincial Library's Enhancement grant, the Library Board has approved engaging a consultant to develop a space plan for both public and work areas to enhance the appearance of the Library and improve accessibility of services and collections. Project is delayed for Q1 due to staff shortages and supplier issues. Anticipate the project will be on track in Q2.	
<b>Increase Water Service Quality and Reliability</b>	↑
Penticton's water supply and treatment systems have several projects planned for 2025 and onwards to support growth of water demand, improve water reliability and meet regulatory compliance targets. For Q1, the Pressure Reducing Valve (PRV) project construction is underway. Utility main work is ongoing for Kensington Avenue and mechanical work is ongoing at the Duncan Avenue Reservoir.	
<b>Eckhardt Avenue Corridor Reconstruction</b>	↑
The Eckhardt Avenue project includes renewal of underground utilities from Government Street to Main Street. The sanitary sewer and water services have reached the end of useful life and require replacement with PVC piping. All road users will have safety enhanced through grade-separated bike lanes and enhanced lighting and crosswalk identification for KVR trail connectivity across Eckhardt Avenue. For Q1, design is being finalized, and the project will be tendered in Q2 with construction to start in summer 2025, subject to contractor availability.	
<b>Demand Side Management Pilot Project</b>	↑
The City is piloting a Demand-Side Management (DSM) program with up to 1,000 volunteer customers to reduce energy use and peak demand costs. In Q1 the project team is pleased to report that 131 participants have signed up and installed 20 thermostats and 48 smart plugs.	
<b>Electrical Modern Metering Program</b>	↑
This project would replace the Advanced Meter Reading (AMR) platform with Advanced Metering Infrastructure (AMI). AMI enables the collection of detailed and accurate energy usage data, which is then transmitted automatically, eliminating the need for manual meter reading. In Q1, the Request for Information (RFI) has been submitted to Procurement. Next steps will advance in Q2.	
<b>Voltage Conversion Study</b>	↑
A voltage conversion study involves assessing the feasibility, impact and benefits of converting the City's primary distribution system from 12.47kV to 25kV. The project has not started in Q1 however project deliverables remain on track.	
<b>Solar Feasibility and Implementation Project</b>	↑
The City of Penticton will be conducting feasibility studies to identify appropriate corporate roof tops to install solar panels for the purpose of offsetting energy costs and reducing peak demand. This project is aligned with the Corporate Energy and Emissions Plan. The project has not started in Q1 however project deliverables remain on track.	
<b>Regional Collection Agreement</b>	↑
The City of Penticton began negotiations in January 2024 for a new waste collection contract from July 2025 to June 2032. In negotiating the new contract, the City collaborated with the RDOS for a regional agreement which also serves Summerland, Oliver, Osoyoos and Keremeos. For Q1 the project is on track with the new collection agreement starting on July 1, 2025.	
<b>KVR Trail Master Plan and Green Corridor Strategy</b>	↑
The Parks department began work on the Master Plan in 2024. In 2025, the goal is to create a comprehensive green network by integrating existing green corridors, parks, trails and open areas throughout the City. The RFP for consulting services was issued in Q1. Estimated project completion date is December 2025.	
<b>Lakawanna Park Upgrades</b>	↑
The City's parks department will lead the upgrade and replacement project at Lakawanna Park due to equipment end of life and compliance with health guidelines. In Q1 the final concept design was presented to Parks and Recreation Advisory Committee, Accessibility Committee and Council. RFP is expected to be issued in Q2 with construction expected to start in fall 2025.	

<b>Urban Forest Management Plan (UFMP) – Advancing CommuniTREE Plan</b>  In 2025, the department will continue works completed to-date. A key component of the work in 2025 will be a Parks Technician role to advance key recommendations for a Green Future which will strive to increase urban forest canopy to 18-percent by 2045 with 25-percent canopy cover in urban areas by 2085. Significant progress was made in Q1 including updates to the Municipal Properties Tree Bylaw and working on policy revisions to ensure alignment with the UFMP.	↑
<b>Transportation Safety</b>  After finalizing the updated neighbourhood traffic management policy, we plan to test various rapid implementation techniques to address concerns received from the public (132 outstanding). Many of these concerns relate to local residential roads, indicating community support for lower speed limits to enhance overall road safety. In Q1 the Neighbourhood Traffic Calming pilot project (Cornwall/Paris Neighbourhood) moved towards finalization. Public engagement sessions are planned for Q2.	↑
<b>Transit Network Expansion Plans</b>  For the 2025 budget year, staff are planning to conduct a review of bus stops along affected routes and planning for future infrastructure upgrades to support the revised routing and increased frequencies. This will be a multi-year project starting in 2025, in anticipation of the expanded service in 2026. For Q1, advancement of the project is pending confirmation by BC Transit on the ability to deliver the approved expansion plans. The initiative is on track to complete within anticipated timelines.	↑
<b>Development of an Area Plan for Okanagan Lakeshore / Esplanade</b>  In response to community interests for the Okanagan Lakeshore and Esplanade areas, a comprehensive land use, park and infrastructure area plan is approved for the 2025 budget. In Q1 an internal working group was formed which involves many departments. Select technical consultancies are now engaged including environmental and archeological.	↑
<b>Advancing Housing Affordability</b>  This initiative supports and provides funding for four main projects: development of an affordable housing incentive policy; developing housing on City land; development of area plans for Transit Oriented Areas; and implementing the Social Housing and Infrastructure Plan (SHIP). For Q1, progress is proceeding on all four initiatives with Council endorsing specific incentives in February (10-year permissive tax exemptions for affordable housing projects).	↑
<b>North Gateway: Penticton Trade and Convention Centre Improvements</b>  Per direction received from Council in 2024, Development Services will lead internal planning work to develop a comprehensive land use and parkland plan in support of an attached hotel to the Penticton Trade and Convention Centre. In Q1, early planning work occurred for a 2026 referendum on building a hotel attached to the PTCC on dedicated park land.	↑
<b>Advancement of Actions in the Social Development Framework</b>  Social Development continues to advance the priorities laid out in the Social Development Framework. A continued priority is to make progress on those actions in the building of a healthy, safe and resilient community. In Q1, bridge funding was secured to continue operation of the Temporary Winter Shelter through to May 31, 2025. The department continues to support the construction of the Power Street Child Care Centre.	↑
<b>Accessibility Plan Implementation</b>  The Plan contains 21 actions for making the City of Penticton more accessible. Social Development will continue to work with the Accessibility Committee on advancing these actions. In Q1, Social Development continues to implement actions within the Plan.	↑

## City Mission

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

Initiative	Status
<b>Advocacy and Intergovernmental Relations Planning</b>  The Advocacy Planning and Intergovernmental Relations (IGR) initiative aims to establish a proactive, sophisticated strategy for engaging local, provincial, federal and Indigenous governments and other key partners. This will enable the City to advance priority issues, secure funding and influence policies that directly benefit Penticton. Responsibility for this initiative has formally transferred to the new IGR Manager role. In Q1, several provincial engagements were held, and conversations were continued regarding tiny home initiatives, tariff response and Forest Service Road 201.	↑
<b>Procurement of an External Auditor</b>  The City will conduct the Request for Proposals process (RFP) to ensure that Council is able to make an informed decision when appointing a new auditor. Project work did not start in Q1 and the RFP will be issued in Q2 with the contract award to occur in Q3.	↑
<b>Advancing Digital Transformation and Innovation Project</b>  The IT/GIS department will continue to work to leverage available technologies to focus on increasing operational efficiencies, collaboration and new communication tools available within MS 365. Q1 realized significant strides including enhancing the City's IT infrastructure, migrating software systems and upgrading an ERP solution.	↑
<b>Expansion of the Strategic Communications Program</b>  A sophisticated, professional and knowledgeable approach to communications is essential for the City of Penticton to ensure that residents and visitors are informed and up-to-date on City operations. Attention will be given to investigating processes to monitor and collect citizen data and sentiment to inform strategic communication decisions. In Q1, an external consultant conducted an internal service audit with City departments. Results of the audit will inform program changes.	↑

Status		Definition
☑	Complete	Initiative was successfully completed
↑	On Track	Initiative is on schedule and progress continues towards milestones
↓	Delayed	Initiative is experiencing challenges or delays

## Appendix B – 2024 Capital Carry Forward to 2025 List

### **General Government Services**

<b>Facilities</b>				
FA-78	VITAL	City Hall - HVAC Chiller Repair	\$342,500	RENEW
FA-07	OPTIMAL	City Hall - Rolling Vault Shelves	87,250	RENEW
FA-69	ESSENTIAL	City Hall - Server Room Renovations	165,200	RENEW
FA-09	VITAL	City Wide Security - Major System Upgrade	145,395	RENEW
FA-70	ESSENTIAL	City Yards - Electrical Building	501,570	NEW
FA-10	ESSENTIAL	City Yards - Main Building Upgrades	1,106,650	RENEW
FA-109	VITAL	Cleland Theatre - Lighting	124,095	RENEW
FA-23	ESSENTIAL	Community Centre - Energy & Emissions Reductions Retrofit	1,928,385	RENEW
FA-22	VITAL	Community Centre - Facility Equipment Replacement	75,000	RENEW
FA-19	VITAL	Community Centre - Facility Improvements	87,455	RENEW
FA-71	STRATEGIC	Community Centre - Power Street Child Care Project	3,383,790	RENEW
FA-66	VITAL	Community Centre - Replace Boiler	592,480	RENEW
FA-59	STRATEGIC	Community Safety Building	298,390	NEW
FA-911	VITAL	Facility Emergency Repairs	318,300	RENEW
FA-75	ESSENTIAL	Fire Hall 2 - Apparatus Building & Peripherals	7,590	RENEW
FA-118	VITAL	Fire Hall 2 - Heating & Cooling Equipment	40,000	NEW
FA-44	OPTIMAL	PTCC - Replace Small Wares	25,000	RENEW
FA-68	STRATEGIC	Public Washrooms - Okanagan Lake Park Renovations	100,000	NEW
FA-74	VITAL	Soccer Facility - Recover Roof Bubble	28,000	RENEW
FA-92	VITAL	SOEC - Cooling Tower Heat Exchanger Replacement	13,775	RENEW
FA-53	VITAL	SOEC - Facility Equipment Replacement	60,000	RENEW
FA-55	ESSENTIAL	SOEC - Replace Hallway Flooring	178,440	RENEW
<b>Total Facilities Projects</b>			<b>\$9,609,265</b>	

<b>Information Technology</b>				
IT-01	ESSENTIAL	Hardware - Audio Visual, Security Video	\$100,000	RENEW
IT-03	VITAL	Hardware - Desktop & Cellular Telephones	332,580	RENEW
IT-04	ESSENTIAL	Hardware - Desktop Computers, Laptops, Tablets	145,350	RENEW
IT-06	VITAL	Hardware - Servers & Appliances	112,225	RENEW
IT-11	ESSENTIAL	Hardware - SOEC	53,650	RENEW
IT-12	ESSENTIAL	Infrastructure - GIS	286,420	NEW
IT-07	VITAL	Infrastructure - Local Area Network	339,035	RENEW
IT-13	VITAL	Utility Billing Software Upgrade	128,440	NEW
<b>Total Information Technology Projects</b>			<b>\$1,497,700</b>	

**Planning**

PL-01	STRATEGIC	Official Community Plan Review	\$6,440	RENEW
<b>Total Planning Projects</b>			<b>\$6,440</b>	

**Protective Services****Fire Services**

FS-01	ESSENTIAL	Emergency Training Centre Upgrades	\$27,000	RENEW
FS-03	VITAL	Equipment Replacement	16,965	RENEW
FS-02	VITAL	Fire Hose Replacement	5,000	RENEW
<b>Total Fire Services Projects</b>			<b>\$48,965</b>	

**Fleet****Fleet**

FLT-133	ESSENTIAL	1 Ton Pickup (Replace Unit 133)	\$160,000	RENEW
FLT-L202	VITAL	100' Platform Fire Truck (Replace Unit L-202)	2,300,000	RENEW
FLT-9429	ESSENTIAL	Aerator (Replace Unit 9429)	5,375	RENEW
FLT-9430	ESSENTIAL	Aerator (Replace Unit 9430)	20,000	RENEW
FLT-50	ESSENTIAL	Digger Derrick Aerial (Replace Unit 50)	450,000	RENEW
FLT-BOAT	STRATEGIC	Fire Services Rescue Boat	80,000	NEW
FLT-GARAGE	ESSENTIAL	Garage Equipment Replacements	34,000	RENEW
FLT-129	ESSENTIAL	Hydrant Truck (Replace Unit 129)	5,935	RENEW
FLT-9460	ESSENTIAL	Overseeder (Replace Unit 9460)	11,000	RENEW
FLT-PARKS	ESSENTIAL	Parks Equipment Replacements	12,500	RENEW
FLT-TRAILER	OPTIMAL	Trailer Replacements	9,960	NEW
FLT-TRUCK	ESSENTIAL	Truck Replacements	42,000	RENEW
FLT-51	ESSENTIAL	Utility Service Truck (Replace Unit 51)	117,370	RENEW
FLT-331	ESSENTIAL	Zamboni (Replace Unit 331)	230,000	RENEW
<b>Total Fleet Projects</b>			<b>\$3,478,140</b>	

**Transportation, Roads & Utilities****Transportation Network**

TN-AT-01	OPTIMAL	AAA Bike Network	\$2,457,915	GROWTH
TN-AT-01.2	STRATEGIC	AAA Bike Network - Lake to Lake Sections 2-4	93,480	GROWTH
TN-AT-01A	STRATEGIC	Bike Network Improvements	31,325	RENEW
TN-TC-03	STRATEGIC	Crosswalk Improvement Program	461,450	NEW
PW-03	STRATEGIC	Decorative Seasonal Lighting	35,500	NEW
TN-MP-01	STRATEGIC	Intersection Improvements	200,770	GROWTH
TN-MP-03	STRATEGIC	Point Intersection	350,000	GROWTH
TN-TC-04	STRATEGIC	Safe Routes to School	110,280	NEW
TN-AT-03	STRATEGIC	Sidewalk Network Improvements	993,140	GROWTH
<b>Total Transportation Network Projects</b>			<b>\$4,733,860</b>	

**Neighbourhood Reconstruction**

RC-16	STRATEGIC	Duncan Avenue East Corridor Reconstruction	\$85,000	RENEW
RC-15	STRATEGIC	Eckhardt Avenue Corridor Reconstruction	3,430,890	RENEW
RC-05	ESSENTIAL	Woodstock Road - Water Main Replacement	118,800	RENEW
<b>Total Transportation Network Projects</b>			<b>\$3,634,690</b>	

**Storm Water Management**

WD-NE-03	STRATEGIC	Ellis 2 Dam Design & Upgrades	\$215,150	RENEW
WD-NE-06	STRATEGIC	Miscellaneous Dam Projects	180,095	RENEW
DC-NE-01	STRATEGIC	Miscellaneous Storm Projects	107,000	RENEW
DC-NE-02	STRATEGIC	Okanagan Lake Channel Retaining Wall	462,660	RENEW
PCR-R2	STRATEGIC	Penticton Creek Restoration - Reach 2	435,335	RENEW
STC-02	STRATEGIC	Weather Monitoring Stations	119,900	NEW
<b>Total Storm Water Management Projects</b>			<b>\$1,520,140</b>	

**Water & Sanitary Sewer Networks**

SC-IR-01	STRATEGIC	Aging Sanitary Sewer Infrastructure Renewals	\$400,000	RENEW
WD-IR-02	STRATEGIC	Aging Water Infrastructure Renewals	150,000	RENEW
WD-NE-02	STRATEGIC	Agricultural Irrigation Meter Program	14,740	NEW
WD-IR-03	STRATEGIC	Industrial Area Fire Flow Upgrades	110,000	GROWTH
WD-IR-05	STRATEGIC	Raw Water Main Replacements	63,000	RENEW
G-WAT-01	STRATEGIC	Ridgedale Reservoir Upgrade	4,731,360	GROWTH
SC-MP-01	STRATEGIC	SOEC Lift Station Wet Well Expansion	115,000	GROWTH
<b>Total Water &amp; Sanitary Sewer Networks Projects</b>			<b>\$5,584,100</b>	

**Parks****Parks & Cemetery**

PK-2020-P10	STRATEGIC	Dog Park Improvements	\$99,550	RENEW
PK-2020-P17A	STRATEGIC	Kiwanis Walking Pier Replacement	141,555	RENEW
PK-DCC-04	STRATEGIC	KVR Trail Planning & Improvements	125,000	GROWTH
PK-2020-C1	STRATEGIC	Lakeview Cemetery Expansion & Upgrades	75,735	RENEW
PK-2020-P20	STRATEGIC	Riverside Park Site & Entry Improvements	64,120	RENEW
PK-2020-P16	STRATEGIC	Robinson Property Pickleball Courts	56,740	NEW
PK-2020-P17	STRATEGIC	Rotary Point Site Improvements	88,620	RENEW
PK-2023-P40	STRATEGIC	Skaha Park Pedestrian Bridge Replacements	41,590	RENEW
PK-2020-P1	STRATEGIC	Skaha Park Upgrades from Master Plan	876,560	RENEW
PK-2022-P17	OPTIMAL	Sudbury Parking Lot Landscaping	5,000	RENEW
PK-2020-P14	STRATEGIC	Three Mile Beach Upgrades from Master Plan	35,060	RENEW
<b>Total Parks &amp; Cemetery Projects</b>			<b>\$1,609,530</b>	



## **Energy & Environment**

### **Electric & Sustainability**

ELEC-NE-03	STRATEGIC	Carmi Substation Feeders	\$50,000	NEW
ELEC-IR-05	STRATEGIC	Downtown Underground Conversion	1,371,650	RENEW
SP-02	STRATEGIC	Electric Vehicle (EV) Rapid Charging Infrastructure	266,490	NEW
ELEC-NE-11	OPTIMAL	Electrical Inventory Storage Racks	10,850	RENEW
ELEC-NE-04	STRATEGIC	Fiber Optic System Redundancy	131,250	NEW
ELEC-IR-02	STRATEGIC	Huth Substation Refurbishment	324,730	RENEW
ELEC-NE-02	STRATEGIC	Reliability/Resiliency Improvements	21,400	NEW
ELEC-NE-01	STRATEGIC	SCADA Improvements & System Automation	20,000	NEW
ELEC-IR-01	STRATEGIC	Substation Refurbishments	312,120	RENEW
ELEC-NE-06	STRATEGIC	Traffic Detection & Controllers	15,650	NEW
ELEC-NE-08	STRATEGIC	Utility Scale Battery Storage	1,689,900	NEW
<b>Total Electric &amp; Sustainability Projects</b>			<b>\$4,214,040</b>	

## **Treatment Plants**

### **Advanced Waste Water Treatment Plant (AWWTP)**

AWWTP-2	VITAL	Asset Management Replacement for AWWTP	\$310,000	RENEW
AWWTP-3	ESSENTIAL	Asset Management Replacement for Lift Stations	20,620	RENEW
AWWTP-20	ESSENTIAL	AWWTP - SCADA Equipment Replacements	25,500	RENEW
AWWTP-A20	VITAL	Liquid Waste Management Plan Review	32,300	RENEW
AWWTP-20J	ESSENTIAL	Main Breaker PDC Replacement	50,000	RENEW
AWWTP-S2	ESSENTIAL	Phase 2 of AWWTP Expansion & Upgrades	14,008,480	GROWTH
AWWTP-20P	ESSENTIAL	Wilson & Marina Way Generators & Flow Meters	170,750	RENEW
<b>Total AWWTP Projects</b>			<b>\$14,617,650</b>	

### **Water Treatment Plant (WTP)**

WTP-NE-08	ESSENTIAL	Duncan Avenue Pump Station Roof Replacement	\$15,000	RENEW
WTP-NE-07	ESSENTIAL	Okanagan Lake Pump Station Roof Replacement	48,270	RENEW
WTP-IR-01	STRATEGIC	Penticton Avenue PRV Upgrade	8,096,910	GROWTH
WTP-NE-02	ESSENTIAL	WTP - Building Improvements	237,480	NEW
WTP-IR-03	ESSENTIAL	WTP - Equipment Replacement	14,000	RENEW
WTP-IR-05	ESSENTIAL	WTP - Makeup Air Replacement	449,840	RENEW
WTP-IR-02	ESSENTIAL	WTP - PLC & Communications Equipment Replacement	90,765	RENEW
<b>Total WTP Projects</b>			<b>\$8,952,265</b>	

### **Total 2024 Capital Projects Carry Forward to 2025**

**\$59,506,785**



# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Council  
**From:** Anthony Haddad, City Manager  
**Subject:** 2024-2026 Council Priorities – Quarter 1 2025 Update

File No: 0110-01

## Staff Recommendation

THAT Council receive into the record the report dated May 13, 2025 titled “2024-2026 Council Priorities – Quarter 1 2025 Update”.

## Strategic priority objective

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

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

## Background

On a quarterly basis staff provide an update on the progress of Council’s priorities that were set as part of the 2025 budget process. Focused on Council’s two strategic focus areas, Safe and Resilient and Livable and Accessible, this report provides a summary of the achievements at the end of the first quarter of 2025. Attached to this report are the detailed statistics as they relate to Council’s priorities and will be presented by the department leads during the Council meeting.

### *Safe and Resilient:*

Council’s Safe and Resilient priority reflects Council’s commitment to creating a safe, supportive community environment through a balanced approach that addresses crime, supports vulnerable populations, and builds long-term resilience. The following provides an overview of the progress of each of Council’s Safe & Resilient priorities with detailed analysis and statistics provided in Attachment A.

<b>Council Priority</b>	<b>Q1 Summary</b>
<b>Reduce Crime and Enhance Safety</b> <ul style="list-style-type: none"> <li>• Support a combination of community policing and strategic enforcement actions to reduce crime and enhance public safety.</li> <li>• Ensure that enforcement is balanced with efforts to</li> </ul>	Proactively addressing community safety has been a focus of RCMP, Bylaw and Fire throughout Q1 resulting in reduced calls for service and greater presence in the community.

<p>maintain vibrant public spaces that encourage positive social interactions and deter criminal activity.</p>	<p>Overall, the data shows Penticton moving in a positive direction with regards to public safety trends and calls for service, the results of which can be tied in part to the investments made by Council over the past few years.</p> <p>Efforts underway across many city departments look to enhance vibrancy in strategic areas of the community through capital project implementation and CPTED enhancements in public spaces.</p>
<p><b>Balanced Response to Safety and Livability</b></p> <ul style="list-style-type: none"> <li>• Apply a comprehensive approach to addressing social disorder, which includes both non-enforcement strategies and targeted enforcement actions.</li> <li>• Promote community initiatives and partnerships alongside enforcement measures to manage issues related to homelessness, mental health, and addiction.</li> <li>• Create and activate public spaces and pedestrian-friendly areas that contribute to a healthy and attractive environment</li> </ul>	<p>The results of the Temporary Winter Shelter showed the benefit of local and provincial government agencies working alongside the non-profit sector to support those in greatest need.</p> <p>Partnerships with 100 More Homes Penticton have resulted in collaboration and efficiencies within the social sector.</p> <p>Public space design and enhancements are underway with projects such as the Skaha Splash Pad and Nanaimo Square engagements underway.</p>
<p><b>Facilitate Support for Public Safety Partnerships</b></p> <ul style="list-style-type: none"> <li>• Strengthen partnerships with local organizations to support vulnerable residents, integrating cultural, recreational, and community and economy building activities into these efforts</li> </ul>	<p>Collaborated with various business and social sector partners, RCMP, Bylaw and Fire to develop Terms of Reference for the Camera Program Expansion and identify expansion locations using RCMP data.</p>
<p><b>Preparedness&amp;Resiliency</b></p> <ul style="list-style-type: none"> <li>• Ensure Penticton is prepared for emergencies</li> <li>• Asset Management and renewal is focused on long-term sustainable service delivery</li> <li>• Build community resilience and promote social connections.</li> </ul>	<p>Emergency Support Services transition to the RDOS has seen success with new leadership in place and an increase to the volunteer pool for this service.</p> <p>PFD conducted three EOC training sessions for City, Penticton Indian Band (PIB), and Regional District of Okanagan Similkameen (RDOS) staff to enhance emergency response coordination. Initiated a strategic visioning project with PIB and RDOS to align emergency management activities.</p> <p>PFD planned and began hosting five local conferences for Q2: Fire Prevention Officers Association of BC (April 5-9), Wildfire Resiliency and Training Summit (April 12-16), BC Fire Training Officers Association (May 10-15), FNESS</p>

	(June 5-8), and Fire Chiefs Association of BC Annual Conference & Fire Expo (June 8-12).
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### ***Livable and Accessible:***

Council's Livable and Accessible priority drives our efforts to improve the quality of life for all residents through better housing solutions, accessible public spaces and safe streets, and inclusive community services. The following provides an overview of the progress of each of Council's Liveable & Accessible priorities with detailed analysis and statistics provided in Attachment B.

<b>Council Priority</b>	<b>Q1 Summary</b>
<b>Support Attainable and Accessible Housing</b> <ul style="list-style-type: none"> <li>• Promote housing developments across the entire housing spectrum to support a diverse and thriving economy.</li> <li>• Integrate support for youth, seniors, and unhoused residents into policies, ensuring that new developments include amenities and services tailored to their needs.</li> <li>• Ensure new developments are designed to include communal spaces and amenities, enhancing livability and fostering a vibrant community.</li> </ul>	<p>Council's priority of investing and supporting housing across the housing continuum continues to see success. As of the end of Q1, the following summarizes the City's major housing activities:</p> <ul style="list-style-type: none"> <li>• 40-bed Temporary Winter Shelter extension</li> <li>• 28-unit M'Akola Housing Society project under construction</li> <li>• 60-unit Workforce Housing project on City lands (971-999 Eckhardt Avenue)</li> <li>• Pre Development funding for 50-60 unit affordable housing development on City's Galt Avenue property</li> <li>• 500+ unit BC Housing Project under review for Zoning (Skaha Assembly)</li> <li>• 150+ market rental apartment units and 100+ strata units under construction</li> <li>• 181 total residential units permitted for construction in Q1</li> </ul>
<b>Minimize Environmental Impact and Adapt to Climate Change</b> <ul style="list-style-type: none"> <li>• Implement sustainable development practices in support of climate change response, that also enhance public spaces and community vibrancy.</li> </ul>	<p>The upgrades to the Ellis 4 Dam are now complete, which have increased the resiliency of this high consequence dam.</p> <p>The detail design for Reach 2 of Penticton Creek was initiated, which will both restore and naturalize the creek, while improving the ability for the section to manage increased flows anticipated as a result of climate change.</p> <p>Many efforts are underway to support Active Transportation, with the goal of reducing vehicle trips. Additional public charging stations are now available throughout the community, including fast chargers, to support EV vehicle adoption.</p>

	<p>Ongoing efforts relating to the implementation of the Urban Forest Master Plan are in the works, including applying for the Growing Canada's Canopy Grant and including appropriate replanting with the City's capital projects in accordance with the City's Tree Policy. Work is also underway to modernize the City's Tree Protection Bylaw, and to hire the Parks Technician that was supported as part of the 2025 budget to advance the UFMP.</p>
<p><b>Support community vibrancy and culture</b></p> <ul style="list-style-type: none"> <li>Invest in recreational, arts, and cultural amenities as part of growth to enhance the overall quality of life in Penticton</li> </ul>	<p>Frost Fest kicked off in mid-January with an expansion to the 2024 event. Now three days in length, thousands of locals and visitors took part in this made in Penticton event.</p> <p>The City's investment in the CSSHL Championships was rewarded once again with over 100 teams from across Western Canada and their families visiting Penticton</p> <p>Ignite the Arts took place from March 28-30 and hosted three days of non-stop music, performance, art and workshops running in downtown Penticton. Over 70 musical and performance acts took place during the event.</p> <p>The Penticton Vees have been awarded an expansion team in the Western Hockey League (WHL) starting this upcoming 2025/26 season.</p> <p>Lakawanna park upgrades were approved to enhance investment in youth activities within public parks.</p>
<p><b>Community Building Partnerships:</b></p> <ul style="list-style-type: none"> <li>Strengthen partnerships with local organizations, the Penticton Indian Band, and other government entities to support joint initiatives that enhance livability and safety.</li> <li>Support initiatives that promote a diverse and thriving economy</li> </ul>	<p>The City's Intergovernmental Relationship function lead several provincial engagements were held, and conversations were continued regarding Heart &amp; Hearth programming, tiny home initiatives, tariff response and Forest Service Road 201.</p> <p>Economic Development partners with the Chamber of Commerce for the Start Here Penticton Job Fair, hosting over 50 employers and seeing over 1,000 attendees to the event.</p> <p>In February the Chamber hosted the State of the</p>

	<p>City event where Mayor Bloomfield highlighted the accomplishments of 2024 and presented a look towards the upcoming year's priorities for Council and the community.</p> <p>Revamped the Community Safety Officer Youth Liaison Position with RCMP Community Policing and Foundry, introducing a situation table for youth; subsequent training for community partners is under development.</p>
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### ***Organizational Update:***

Organizational Values guide staff actions, ensuring that our commitment to integrity, transparency, strong fiscal accountability and responsible management remains steadfast. Delivering upon Council's priorities is a major focus of our operational priorities and occurs through our commitment to:

- **Communication:** We are committed to enhancing communication throughout our organization. Open and transparent dialogue ensures we all move in the same direction and stay informed about our collective efforts.
- **Integrity:** We take responsibility for our decisions, act honestly in all interactions, and maintain the trust of the community.
- **Reputation:** We are dedicated to building and maintaining public trust in our services and demonstrating professionalism at all times.
- **Modernization:** We will leverage technology, embrace reconciliation, and support effective changes in our operations to best serve the community.
- **Adaptability:** We will thrive in uncertain environments, support ongoing change, and align our service levels with the evolving needs of the community.

As part of the 2025 Budget process, Council endorsed a number of business plan initiatives that focus on delivering Council's priorities. These include major budget related items and staff will report on the progress of these initiatives on a quarterly basis. The following table provides a summary of the progress of the initiatives, with the details of each special project provided in Attachment C.

Council Priority	Completed	On Track	Delayed	Discontinued	Total
Safe & Resilient	0	12	1	0	13
Vibrant & Connected	1	20	1	0	22
City Vision, Mission and Culture	0	4	0	0	4
<b>Totals</b>	<b>1</b>	<b>36</b>	<b>2</b>	<b>0</b>	<b>39</b>



**Analysis**

Regular status updates on the progress of Council's Strategic Priorities will be provided to ensure transparency and keep Council and the community informed on approved workplans and strategic initiatives. This regular review process also allows both Council and the city's administrative leadership to adapt strategies and resource allocations as needed, ensuring that projects are completed effectively, new priorities are addressed, and the overall portfolio aligns with the Council's strategic goals.

**Attachments**

Attachment A – Safe & Resilient Quarterly Update (Memo to City Manager)

Attachment B – Livable & Accessible Quarterly Update (Memo to City Manager)

Attachment C – Business Plan Update: Strategic Initiatives – Q1 2025

Respectfully submitted,



Anthony Haddad  
City Manager



# Memo to City Manager

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Julie Czeck, GM Public Safety and Partnerships

**Subject:** Q1 2025 Public Safety and Partnership Updates – Bylaw, RCMP, Fire, Social Development

## Background

This report outlines progress on public safety and partnership initiatives from January 1, 2025 to March 31, 2025 (Q1) including operational updates from the Bylaw Services Department, the Royal Canadian Mounted Police (RCMP), Penticton Fire Department (PDF) and partnership updates, including social development.

### Bylaw Q1 Updates

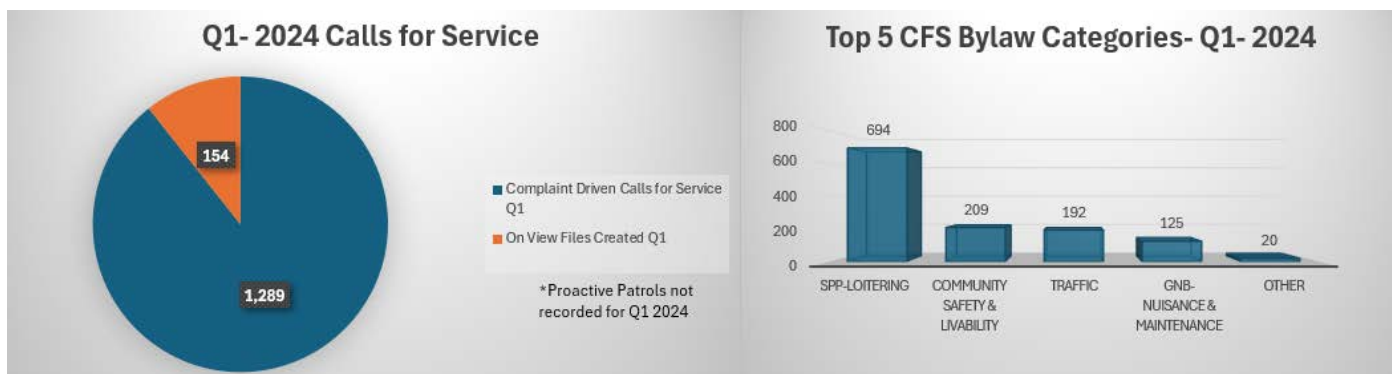
The Bylaw Services Department received 740 calls for service in Q1 2025, compared to 1,289 calls during the same period last year, marking a 42.5% decline. This reduction can be attributed to several key changes, including the introduction of proactive patrols (5,124 patrols conducted in Q1).

During these patrols, officers opened an 'on view' file 263 times, compared to 154 files last year in Q1. ('On view' means that an officer took an action without receiving a call for service). The department has enhanced its data collection practices through quality assurance reviews, where leads check work and files. Another major factor contributing to the decrease in calls is the new model of the Temporary Winter Shelter, which operated 24/7, significantly reducing interactions that would historically result in bylaw enforcement.

The top five calls are reflected in the visuals below, with loitering seeing the greatest reduction in calls – down 33% from 694 last year, to 462 in Q1 2025. Traffic calls have increased from 192 to 249, representing a 29% increase. The types of calls included in this category include parking for more than 72 hours (typically RVs), parking contrary to signage, parking on a boulevard, and parking facing the wrong way, etc.

There were a total of 1,762 parking tickets issued in Q1 2025, compared to 1,780 this time last year (up 1%). The revenue associated with parking tickets in Q1 was \$37,215, compared to \$36,604 last year.

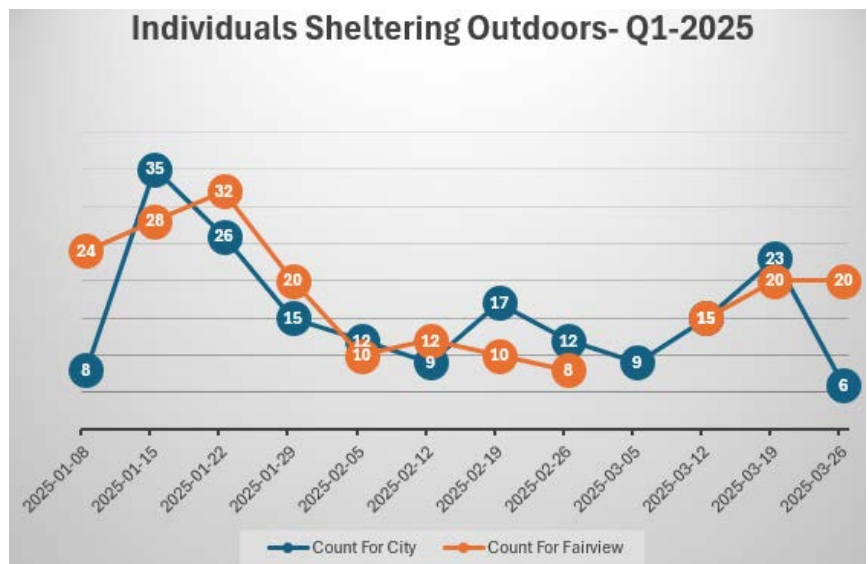
### Q1 2025 vs. Q1 2024 Bylaw Calls for Service & Top Call Categories



At the end of October 2024, the Bylaw Services Department began counting the number of individuals sheltering outdoors.

The graph below outlines the approximate number of unhoused individuals within City limits from January 2025 to the end of March 2025, compared to those at the Fairview encampment.

This encampment is situated on provincially administered land; therefore, bylaw services do not have authority to enforce municipal bylaws there. The Fairview numbers are generated based on assumptions of 2 people sheltering per structure at a given time. It is expected, based on past years, that with warmer weather the number of individuals sheltering outdoors will increase.





## RCMP Q1 Updates

### Total Calls for Service

In Q1 2025, the total calls for service to the RCMP detachment were 3,261, compared to 3,806 in the same period last year, representing a 14% reduction. Of these calls, approximately 1,106 were a Criminal Code & CDSA file – down 20% from this time last year (1,380). The top 10 categories of calls were unwanted person, check well-being, assist other agency, alarm, suspicious circumstances, theft, disturbance, traffic, assist police/fire/ambulance, and suspicious person.

### PENTICTON (MUNICIPAL) Q1 2025 STATS

<i><b>Calls for Service</b></i>	<b>Q1 2024</b>	<b>Q1 2025</b>	<b>% Change 2024 to 2025</b>
Total Calls for Service	3,806	3,261	 -14%

<i><b>Criminal Code &amp; CDSA</b></i>	<b>Q1 2024</b>	<b>Q1 2025</b>	<b>% Change 2024 to 2025</b>
Total Criminal Code & CDSA Files	1,380	1,106	 -20%






<b>Top 10 Calls for Service - Penticton Detachment (Municipal)</b>	
<b>Initial Call Type</b>	<b># of Calls</b>
Unwanted Person	357
Check Well-Being	279
Assist Other Agency	202
Alarm	187
Suspicious Circumstances	175
Theft	168
Disturbance	159
Traffic Incident	122
Assist Police/Fire/Ambulance	99
Suspicious Person	97

## Criminal Code Files

### Intimate Partner Violence

While IPV increased significantly over Q1 2024, reports of IPV in Q1 2024 were significantly lower than the average over the past five years (with Q1 2024 boasting the lowest number of IPV reports since 2020).

Out of 47 reports of IPV, there were only two couples that generated more than one file, with those two couples generating two files each (indicative of low levels of reported re-victimization). 26% of IPV files involved drug or alcohol use.

<i><b>Violent Crime</b></i>	<b>Q1 2024</b>	<b>Q1 2025</b>	<b>% Change 2024 to 2025</b>
Assault (Common & With Weapon/Cause Bodily Harm)	93	79	 -15%
Sex Offences	57	42	 -26%
Uttering Threats	69	75	 9%
Intimate Partner Violence (Violent Crime Only)	27	47	 74%
Violent Crime - Total	255	228	 -11%

## Auto Theft

The large decrease in auto theft in Q1 2025 is likely largely attributable to the arrests of several active auto thieves in late 2024. Reports of auto theft were their lowest in the past five years in Q1 2025 and were 69% below the five-year average for reports of this offence.

## Break & Enter – Other & Residence

While reports of break & enter – other and break & enter – residence were up compared to Q1 2024, they were not nearly as high of an increase as was reported in Q4 2024. This is largely attributable to the arrest and detention of a few repeat offenders at the end of Q4 2024.

Reports of the following offences were at five-year lows in Q1 2025: Assault (Common & With Weapon/Cause Bodily Harm), Auto Theft, Bicycle Theft, Mischief to Property, Theft-Other, Shoplifting, Theft from Vehicle.

<i>Property Crime</i>	Q1 2024	Q1 2025	% Change 2024 to 2025	
Auto Theft	40	17		-58%
Bicycle Theft	19	9		-53%
Break & Enter - Business	40	23		-43%
Break & Enter - Residence	18	21		17%
Break & Enter - Other	16	18		13%
Mischief to Property	242	168		-31%
Theft - Other	96	69		-28%
Shoplifting	127	100		-21%
Theft from Vehicle	61	41		-33%
Fraud	73	70		-4%
Property Crime - Total	763	558		-27%

<i>Property Crime</i>	Q1 2020	Q1 2021	Q1 2022	Q1 2023	Q1 2024	Q1 2025	Average (2020 to 2024)	Sparkline (2020 - 2025)
Auto Theft	60	50	81	40	40	17	54	
Bicycle Theft	18	13	15	11	19	9	15	
Break & Enter - Business	73	43	48	19	40	23	45	
Break & Enter - Residence	22	21	18	19	18	21	20	
Break & Enter - Other	29	36	17	11	16	18	22	
Mischief to Property	313	429	387	464	242	168	367	
Theft - Other	107	93	89	94	96	69	96	
Shoplifting	172	112	116	100	127	100	125	
Theft from Vehicle	208	146	131	109	61	41	131	
Fraud	93	85	68	85	73	70	81	
Property Crime - Total	1147	1065	1012	989	763	558	995	

<i>Violent Crime</i>	Q1 2020	Q1 2021	Q1 2022	Q1 2023	Q1 2024	Q1 2025	Average (2020 to 2024)	Sparkline (2020 - 2025)
Assault (Common & With Weapon/Cause Bodily Harm)	103	116	111	109	93	79	106	
Sex Offences	21	32	22	79	57	42	42	
Uttering Threats	49	72	38	57	69	75	57	
Intimate Partner Violence (Violent Crime Only)	43	34	36	46	27	47	37	
Violent Crime - Total	208	243	216	242	255	231	233	

### **RCMP Operational Highlights**

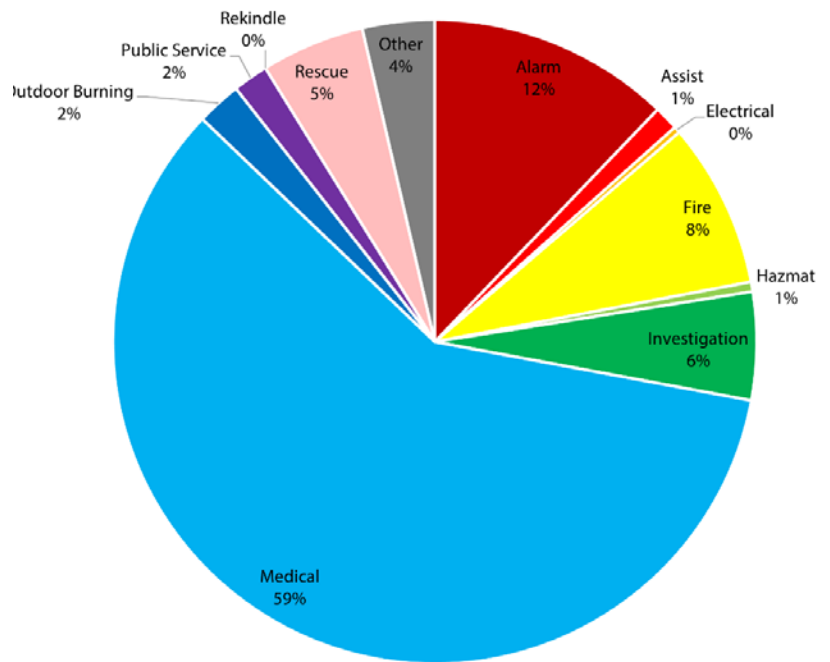
- **Penticton RCMP** has started seasonal policing preparations, reviewing emergency management for natural and man-made disasters. This will be done through specialized units:
  - **Enhanced auto theft enforcement** has been requested through the Integrated Municipal Provincial Auto Crime Team (IMPACT). This is a provincial support unit with a specialized focus on auto-theft, which remains a significant driver of Penticton's crime stats.
  - **The Combined Forces Specialized Enforcement Unit (CFSEU)** is another specialized provincial support unit and will offer uniformed enforcement during special events and long weekends.
- **Increased visibility** and hot spot patrols are priorities, with 332 hours of proactive patrols conducted in Q1 to address property crime and calls for service.
- **The Integrated Crisis Response Team (ICRT)** participated in 283 interactions that were mental health related in nature. There is ongoing collaboration and communication between ICRT and Interior Health Teams (i.e. Assertive Community Treatment) to locate and ensure community members on extended leave under the Mental Health Act receive their medications promptly. This proactive approach significantly reduces service calls, even for clients who are actively dealing with addiction.
- **Partnerships with public safety partners and City Departments** are in place to assess risks and plan for extra enforcement if needed for large events throughout the summer.
- **Proactive communications** have resulted in 246 social media posts since May 2024, garnering over 227k views and 10.9k interactions. Additionally, the RCMP has more than doubled proactive media releases since May 2024.
- Implemented one of the two Budget 2025 **Crime Reviewer positions**, which will support front line police operations with investigative oversight, improve quality of investigations and data scoring. This has freed up Watch Clerks to support with transcriptions, getting information to Crown quicker, and implementation of provincial standards initiatives like the new **Body Worn Cameras**.



## **Penticton Fire Department**

In 2024, the Penticton Fire Department responded to 4,328 emergency response incidents; of which 2,547 were medical response calls. This is up from 4,086 in 2023. The breakdown of call types is reflected in the graph.

Moving forward quarterly comparisons will be reported.



## **Partnership Q1 Updates**

### *Property Compliance & Cleanliness/Livability:*

- Resolved **two notable problem property** files through joint engagement with the Property Standards Compliance Team (established in Q1).
- Jointly completed **five CPTED assessments** including Kings Park, Secrest Avenue, Nanaimo Square, and Penticton Library, Okanagan Beach.
- Removed twelve shopping carts from the Temporary Winter Shelter and disposed of twenty-one truckloads of discarded materials through Bylaw Services' **cleanup initiatives**.

### *Community Engagement:*

- Bylaw Services conducted seven joint patrols** with SOWINS and progressed an MOU for sharps collection with Ask Wellness. They also worked with the Penticton Outreach Coordination Table (POCT) to formalize an Extreme Cold Weather Response. **Engaged in two cleanup projects** with 100 More Homes, collaborated on the Point in Time Count, and managed traffic control for the United Way drive-through breakfast.
- All public safety partners participated in implementation of **a 24/7 Safety and Security Plan** at the Temporary Winter Shelter with various stakeholders.
- Penticton Fire Department (PFD) created an Emergency Management Hub** on the City website for accessible information and preparedness tools.
- Community Policing conducted fraud/scam presentations** at various locations to educate on fraud prevention. They also participated in de-escalation training, volunteer interviews, and internet safety talks. Notable events included a Memory Café for Alzheimer's awareness and a Car Seat Safety event at Gyro Park, with volunteers contributing over 140 hours of service.
- Social media played a significant role** in Q1 communications, with over 27 posts promoting community engagement and awareness on various public safety messages.

### *Training:*

- Bylaw officers received recertification training** in Naloxone administration, traffic control, first aid, and use of force. Four officers attended an Indigenous Allyship Workshop.

- **RCMP, Bylaw and the City of Penticton Public Works** teams participated in an RCMP-hosted “civility in the workplace” training that covered respectful workplaces, conflict resolution and creating positive workplace culture.
- **Social Development staff partnered** with Oonakane Friendship Centre, Penticton + Area Overdose Prevention Society, and Penticton & Area Access Centre to implement sector-wide “Cultivating Safe Spaces Framework” training led by Naqsmist Storytellers Inc.
- **PFD conducted three EOC training sessions** for City, Penticton Indian Band (PIB), and Regional District of Okanagan Similkameen (RDOS) staff to enhance emergency response coordination. Initiated a strategic visioning project with PIB and RDOS to align emergency management activities.
- **PFD planned and began hosting five local conferences** for Q2: Fire Prevention Officers Association of BC (April 5-9), Wildfire Resiliency and Training Summit (April 12-16), BC Fire Training Officers Association (May 10-15), FNESS (June 5-8), and Fire Chiefs Association of BC Annual Conference & Fire Expo (June 8-12).

*Strategic Initiatives:*

- **Identified a contractor** for the Community Safety and Wellbeing Plan (CSWB), with a draft workplan to be presented in May 2025.
- **Collaborated with various business and social sector partners, RCMP, Bylaw and Fire** to develop Terms of Reference for the Camera Program Expansion and identify expansion locations using RCMP data.
- **Revamped the Community Safety Officer Youth Liaison Position** with RCMP Community Policing and Foundry, introducing a situation table for youth; subsequent training for community partners is under development.
- **Explored the feasibility** of an Integrated Services Center in Penticton with key social sector partners.
- **Continued implementing the Social Development Framework**, with over 30 actions underway. Key Q1 priority was the Temporary Winter Shelter, securing bridge funding until May 2025. Supported construction of the Power St Child Care Centre and enhanced food access through partnerships.
- **Formalized a disability parking policy** for free parking in city-owned lots or street metered parking for personal and non-profit vehicles.
- **Researched parks bylaw models** to inform modernization changes to Penticton’s forthcoming bylaw amendments.
- **Launched an HRVA project** to assess local hazards, risks, and vulnerabilities, guiding future emergency planning. Secured grants for ESS training and equipment, EOC training and equipment, and Indigenous Engagement Requirement Funding (IERF).

Respectfully submitted,

Julie Czeck, General Manager, Public Safety and Partnerships

Supt. Beth McAndie, Officer-In-Charge, Penticton RCMP Detachment

Chief Mike Larsson, Penticton Fire Department



# Memo to City Manager

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Blake Laven, General Manager of Development Services  
**Subject:** **Livable and Accessible 2025 Q1 Report**

**File No:** RMS 6750-01-2025

## Executive Summary

This report provides an overview of the *Livable and Accessible* Council priority for the first quarter of 2025, highlighting key contributions to City growth and livability through Economic Development initiatives, Land Development, Events, and Capital Works and Facilities projects. The quarter saw strong momentum in housing starts and an exciting kickoff to the 2025 event season, with *Frost Fest*, *Ignite the Arts*, and the *CSSHL Championships* bringing energy and activity to the community during a typically quieter time of year. On the Capital Works front, significant progress was made in planning, staging, and issuing contracts for major projects enhancing our parks, streets, and civic facilities. Meanwhile, the Economic Development Department focused on strategic communications, conference planning, and building partnerships—laying the groundwork for continued progress throughout the year.

### *Livable and Accessible*

Proactively plan for deliberate growth, focusing on creating an inclusive, healthy and vibrant community.

## Updates

### *Economic Development*

During the first quarter of 2025, efforts were made to assess the overall business climate in Penticton to help guide future actions and initiatives to support the business community. This included business walks conducted with the Chamber of Commerce and other partners, providing opportunities for direct feedback from businesses representing many segments of the business community. Following the business walks, a business climate survey was conducted through March and April. The data collected through these engagements is currently being analyzed, with results expected to be released publicly and presented to Council for consideration in the second quarter.

In addition to the business survey work, Council has given direction to revive the Love Local Campaign to support local businesses and services. The campaign has been a great success thus far, with strong social media engagement, including some 'reels' with the 'Penticton Knight', a local social media influencer. The Love Local



branding has been emblazoned on key chains, stickers and cloth shopping bags in Love Local packages being made available to local businesses.

Business licensing remains strong with 3,625 current business license accounts, with 122 new applications this year so far. The number of short-term rental business licenses has evened out at 309 licenses, down significantly from the 400+ that were licensed prior to the principal resident requirement that came into effect last May.

Strategic communications, led by the Communications Department, continues to play a significant role in supporting economic development initiatives, providing high-quality content on a regular basis, particularly through the *Start Here Penticton* and *Welcome Home* programs. These initiatives are key components of the City's efforts to attract new businesses and residents to the community. In the first quarter, activities included the relaunch of the *Welcome Home* packages and the publication of new blog content on the *Start Here* website. The Communications team also continues to provide ongoing support for the Penticton Airport website.

Other Economic Development initiatives over the first quarter included:

- Welcome Home – Vees night, where the City invited 100+ new residents to the community to a Penticton Vees game on January 11
- Work on the Film Attraction Strategy with Events and Communications
- Supporting the Canadian Home Builders Association (CHBA) Home Show (March 8-9<sup>th</sup>)
- Supporting the Start Here Penticton Job Fair (March 19<sup>th</sup>)
- Supporting the True Tourism Expo (April 7<sup>th</sup>)
- Industrial lands review
- Esplanade and Marina Area Plan – commissioning technical reports, targeted consultations and planning for Public Engagement
- Planning for the BC Economic Development Association (BCEDA) conference in Penticton in mid-May

The Economic Development Department continues to navigate these uncertain times, leaning on our business-facing organizations to collaboratively meet the challenges of the business community. We meet regularly with the Chamber of Commerce, Downtown Penticton BIA, Penticton Industrial Development Association and many other non-profit organizations. With the ongoing economic uncertainty, the role of Economic Development will be all the more vital through Q2 and the rest of the year, with many of the above-mentioned initiatives continuing.

### *Land Development*

Following a strong 2024 for development, where over 150 new housing units were constructed and over \$190 million in total construction value was processed, including over \$40 million in new commercial investment, Q1 of 2025 represents a continuation of those trends.

Permits representing over \$46 million in construction value were issued in Q1, with approximately \$3 million of that in commercial/industrial permits. Processing times for permits have ticked up slightly to start the year, with the average time for a building permit from application to issuance being 78 days.

181 units of housing were permitted for construction in Q1.

Notably, there were fewer Planning Department applications (rezone, development permits) in Q1 than typically seen. This is likely due to some uncertainty in the development market as well as the unusually high number of units approved in 2023 and 2024 (600+ units of housing approved), which are working their way through the system. That said Q1 did see some notable projects, such as the 13,000 sqft commercial development on the corner of Main Street and Industrial (1635 Main Street) and the application for the 200 bed long term care facility and associated staff apartments at 435 Green Avenue W.

### *Events*

The first quarter of 2025 saw the return of the Valley First Frost Fest Winter Carnival. In the second year of this event, we saw a significant increase in size and scope including the inclusion of the Hot Air Balloon Glow Up at Okanagan Lake Park, the Frostbite Film Night at Cleland Theatre and the Frosty Toes Polar Bear Swim. The highlight of the event was of course the Peach City Rail Jam, which attracted pro and amateur snowboarders from the region to showcase their skills on a two-storey custom built rail jam structure in Gyro Park.

Ignite the Arts took place from March 28–30, with an additional 7 days of free and discounted programming during Community Week from March 21-27. Now in its third year, this vibrant and growing festival celebrating arts, culture, and music saw a notable expansion in both venues and activities. Highlights included the *Parade for No Reason*, a variety of artistic showcases, engaging workshops, and a mix of indoor and outdoor events. With numerous family-friendly offerings, the festival—organized by the Penticton Art Gallery—activated several downtown locations, bringing energy and foot traffic to the area during what is traditionally a quieter time of year.

The other large event occurring in the community in the first quarter was the return of the Canadian Sports School Hockey League (CSSHL) Championships from March 2-16, which welcomed 104 hockey teams. The tournament featured almost 200 games of 13 – 18 year-olds and was anticipated to have an over \$5 million dollar impact on the local economy. The CSSHL, in 2022 signed a contract with the City to host the tournament in Penticton until 2029 with a contract clause to keep the tournament here for an additional 5 years (2034).

The Events team also worked in collaboration with Communications and Oak View Group in supporting the announcement of the Penticton Veers Western Hockey League (WHL) expansion franchise. The event held March 24, included WHL management, the Veers ownership group and the Mayor and City Council in announcing the newest WHL franchise. The Veers will start play in September 2025 and hosting a WHL franchise is anticipated to increase the economic impact in Penticton as well as raising the profile of the community.

Also released in the first quarter was the report on the economic impact of meetings and conferences to the Penticton economy. The report estimates that the industry – called MICE for meetings, incentives, conferences and exhibitions - provides a \$98 million dollar impact, with over \$30 million in direct delegate spending alone per year. Meetings and conferences also contributed over 37,000 room nights in 2024 with over 18,000 delegates attending the myriad of meetings and conferences. Travel Penticton has been focusing on increasing this business in recent years with their Meet in Penticton sub brand / program.

While Q1 is generally the slowest time for events in Penticton, it is a busy time for planning. The event season through the rest of the year is anticipated to be busy with the PTCC having more bookings this year, than any recent year on record.

### *Capital Works and Facilities*

Several Capital Works and Facilities projects contributing to livability planned for 2025 are underway. Some notable projects include:

- Baseball diamond upgrades, Safety Village refreshment, and other projects associated with the Growing Communities Grant Program
- Final stages of construction of the Skaha Splash Pad
- Ongoing construction of the last section of the Lake to Lake Route
- YMCA – Power Street Day Care at the Penticton Community Centre

Design work and procurement processes on many other projects scheduled to begin in Q2 and Q3 are also well underway, including some notable projects such as:

- Eckhardt Avenue Corridor reconstruction
- Safe Routes to School / Neighbourhood Traffic Calming projects
- Lakawanna Park Renewal and Kiwanis Pier Replacement
- Urban Forest Management Plan implementation

More detailed descriptions of these projects and others can be found in Attachment A.

### **Summary**

The year, despite some economic headwinds, is off to a strong start, with many housing projects approved in 2024 breaking ground already, with others planned in the near future. Many capital and facilities projects are underway, all contributing in meaningful ways to livability in the city.

Looking towards Q2 and the remainder of 2025, these trends and busy construction projects will continue to define our community moving forward and our Economic Development Department will continue to support a strong environment for local investment.

### **Attachments**

Attachment A – 2025 Q1 Capital and Facilities Project List Updates

Respectfully submitted,

Blake Laven, General Manager of Development Services

Kelsey Johnson, General Manager of Community Services

Kristen Dixon, General Manager Infrastructure / Deputy City Manager

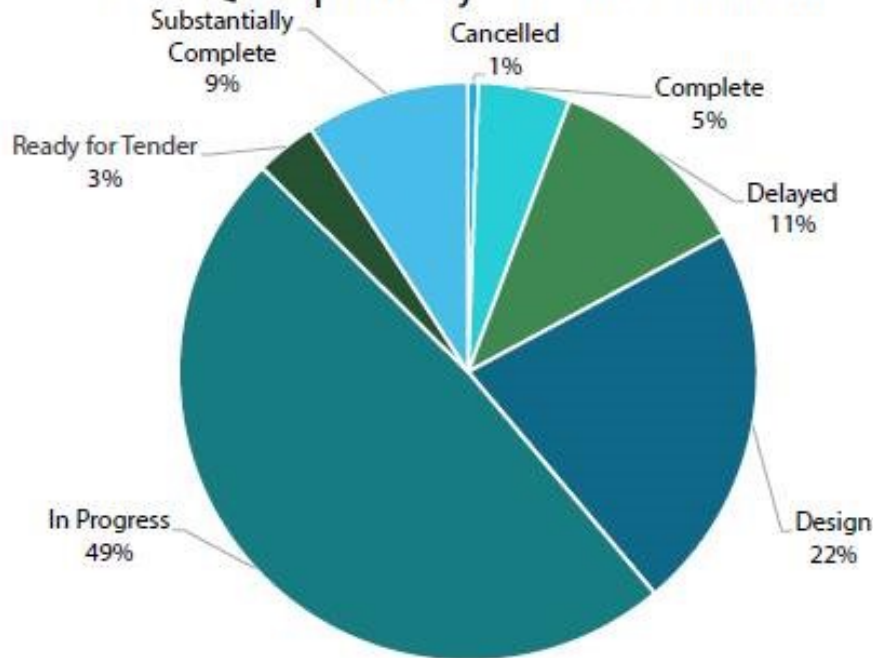


**Attachment A**  
**2025 Q1 Capital and Facilities Project List Updates**

## 2025 Q1 Capital Project Updates

Status	Count	Total 2024 & Prior Project Budget	Total New 2025 Budget	Total Spending as at Apr 10, 2025	% Projects
Cancelled	1	\$50,000	\$0	\$5,524	1%
Complete	9	\$412,630	\$171,200	\$345,379	5%
Delayed	20	\$9,562,170	\$2,358,000	\$60,512	11%
Design	38	\$20,860,875	\$10,341,843	\$113,248	22%
In Progress	85	\$25,947,315	\$16,482,060	\$1,847,224	49%
Ready for Tender	6	\$895,915	\$1,030,000	\$5,310	3%
Substantially Complete	16	\$1,777,880	\$7,783,065	\$4,886,778	9%
<b>Grand Total</b>	<b>175</b>	<b>\$59,506,785</b>	<b>\$38,166,168</b>	<b>\$7,263,975</b>	<b>100%</b>

### 2025 Q1 Capital Project Status Overview



Count of Project ID Q1 Status	Capital Priority DISCRETIONAR	ESSENTIAL	OPTIMAL	STRATEGIC	VITAL
Cancelled				1	
Complete		3	1	2	3
Delayed		5	4	10	1
Design		16	6	12	4
In Progress	2	28	4	35	16
Ready for Tender		2		4	
Substantially Complete		2	2	8	4
<b>Grand Total</b>	<b>2</b>	<b>56</b>	<b>17</b>	<b>72</b>	<b>28</b>

Project	Status
City Yards - Upgrades	The new electrical fleet building is now fully complete with Electrical Utilities in the process of moving in. Work on design of a new fleet shop is in process with finalized design anticipated by Q4.
Cleland Theatre – Lighting	Tender for award was issued and completed. Material has been ordered and installed is scheduled to commence in August.
RCMP – Security Upgrades	Vestibule design complete and material on order. Awaiting ETA on delivery to schedule work for completion. Parking security enhancements design planned for Q3.
Community Centre – Starting Block Replacements	New project approved by Council in partnership with KISU Swim Club. Final design in progress with work scheduled in August during annual pool shutdown.
Community Centre – Facility Improvements	Gymnasium flooring refinished and new gymnasium divider installed and in service.
Power St Child Care Project	Project well-underway. Foundation poured for the new addition with framing completed on the renovated portion of the building.
Sportsplex Facility – Bubble Recover & Washrooms	Project awarded for the bubble roof recover and work scheduled to commence in May. Washroom and changeroom design process undertaken with site user groups with final option selected. Project scheduled to commence in May. Anticipate both projects will conclude end of June.
Connected Communities Grant – Leir House	Project underway and estimated for completion by end of Q2.
Connected Communities Grant – Lawn Bowling	Project underway and estimated for completion by end of Q2.
Connected Communities Grant – Outdoor Rink	Continuing discussions with facility operator to complete project plan and design.
Connected Communities Grant – Skaha Park Pickleball Courts	RFQ currently underway.
Connected Communities Grant – Baseball Diamond Improvements	Nearing completion.
Connected Communities Grant – Safety Village Improvements	Electrical doing design work, and some earth works completed. Footings for a shade structure in place and shade structure under construction off site.
Downtown Pay Stations	Two pay stations have been ordered, expected to arrive by end April and Public Works to install prior to May long weekend.
Okanagan Lake Channel Retaining Wall	In discussions with contractor completing adjacent project on behalf of ONA.

Penticton Creek Restoration – Reach 2	Detail design has commenced and expected in Q4. Construction contingent on available grant funding opportunities.
Eckhardt Avenue Corridor Reconstruction	Design complete, tender package being prepared, anticipated RFP for construction in early May.
Lake to Lake Bike Route – Section 1	Construction anticipated to be completed in early June, with landscaping to follow.
Sidewalk Network Upgrades	Ontario-Forestbrook design underway, tender expected Q2. Manitoba designed and ready for tender.
Intersection Improvements	Skaha Lake Rd and Green Ave design underway with Urban Systems with anticipated tender late Q2
Traffic Calming Program	Construction expected in July/August
Raw Water Main Replacement	Design 75% complete. Material supply issues result in delay to next year. RFP anticipated for Q3-Q4 and committed this year with construction in Q1 2026.
Phase 2 of AWWTP Expansion & Upgrades	Operational Certificate amendment submitted. Tender package and permit applications being prepared. This project may be delayed pending permitting requirements.
Penticton Avenue PRV Upgrade	Construction underway and on schedule
WTP - Solar Panel Installation	Delayed as the Makeup Air Unit replacement must take place first.
Lakawanna Park (Spray Park and Playground)	Detail design is currently in progress, anticipate issuing the RFP for construction this summer, with construction expected to begin in Fall 2025.
Skaha Splash Park	Construction nearing completion, anticipated in Q2
Kiwanis Pier	RFP for construction ready to be issued as soon as environmental permitting is received.
Mobi-Mat Expansion	Delivery expected in Q2, installation planned for May long weekend.
Ellis 4 Dam Upgrades	Substantially complete.

## Business Plan Update: Strategic Initiatives – Q1 2025

Council Priority	Completed	On Track	Delayed	Discontinued	Total
Safe & Resilient	0	12	1	0	13
Vibrant & Connected	1	20	1	0	22
City Vision, Mission and Culture	0	4	0	0	4
<b>Totals</b>	<b>1</b>	<b>36</b>	<b>2</b>	<b>0</b>	<b>39</b>

Status		Definition
☑	Complete	Initiative was successfully completed
↑	On Track	Initiative is on schedule and progress continues towards milestones
↓	Delayed	Initiative is experiencing challenges or delays

### Safe & Resilient

Enhance and protect the safety of all residents and visitors to Penticton

Initiative	Status
<b>Implementation of the Updated City Hall Business Continuity Plan (BCP)</b>  Per the updates to the Emergency Disaster Management Act (EDMA) local governments are required to have business continuity and emergency management plans. In Q1, the Senior Leadership Team reviewed and endorsed the proposed updated City Hall BCP. Integration into the emergency response program will occur in Q2.	↑
<b>Advancement of Civic Places and Spaces Priority #1: Community Safety Building</b>  This is a continuing project. For 2025, Civic Places and Spaces will focus on fire hall renewals and the Community Safety Building. In Q1, the professional/technical session occurred to determine Class B estimate for design of the new Fire Hall Headquarters at Dawson Avenue.	↑
<b>Safety and Security Enhancements for the RCMP Detachment</b>  The RCMP detachment will receive security enhancements including the exterior fleet and parking area. The project has not started as of Q1 however it is on track to complete within the project schedule.	↑

## Business Plan Update: Strategic Initiatives – Q1 2025

<b>Advanced Waste Water Treatment Plant (AWWTP) Construction and Commissioning</b>  This is a continuing multi-year project. In 2025 construction for works will commence including a new secondary clarifier, new nitrified mixed liquor pump and remediation of the headworks concrete and slide gate. In Q1 designs are close to finalization with the project consultant.	↑
<b>Developing and Maintaining Collaborative Partnerships</b>  Specific works have been identified for 2025 to continue to foster relationships and dedicated time and resources to create new and expanded initiatives with the business community, provincial government and regional partners. For Q1, public sessions were held to communicate the Safety and Security Plan for the Temporary Winter Shelter; continued advocacy for HEART and HEARTH in Penticton; Bylaw specific training occurred to support vulnerable populations struggling with mental health and substance use disorders; and the division co-initiated the development of a Property Compliance and Standards team.	↑
<b>Development of the Community Safety and Wellbeing (CSWB) Plan</b>  A CSWB is a strategic initiative designed to enhance safety and quality of life for residents within the community. The focus of Penticton's CSWB is on prevention and intervention through targeted programs that address the root causes of safety and health issues. In Q1, the division solicited requests for quotes from four (4) proponents to identify a qualified contractor for the development of the CSWB.	↑
<b>Intelligence Led Responses</b>  To increase efficiency and effectiveness, Bylaw Services is moving to implement intelligence-led responses and proactive patrols. The ability to harness data and focus resource deployment based on the data will elevate levels of service and call response. For Q1, Bylaw Officers are addressing high volume complaint areas through Crime Prevention through Environmental Design (CPTED) and shared intelligence with RCMP to address hot spots.	↑
<b>Fire Prevention Division Growth Strategy</b>  Fire Prevention oversees property inspections, reviews business licenses and final occupancy permits, responds to Freedom of Information requests and public complaints as well as preparing Office of the Fire Commissioner reports. In 2025, Council approved an increase of a full-time prevention resource. For Q1, the job opportunity was posted, and recruitment is underway.	↑
<b>Development of a Hazard Risk Vulnerability Analysis (HRVA)</b>  Utilizing a public grant, the PFD will work to develop an HRVA to focus on prevention and planning for the City and neighbouring communities per mutual aid agreements. In Q1 two (2) Disaster Risk Planners were hired through the RDOS. Project Charter is complete, and a presentation was provided to Council on progress to-date.	↑
<b>Wildfire and FireSmart Planning and Mitigation Strategies</b>  PFD continues to explore and apply for grant-funded opportunities to maintain wildfire resiliency actions for the community. This initiative is currently on hold due to the FireSmart Coordinator vacancy.	↓
<b>Fire Department Record Management Software (RMS) Enhancements</b>	↑

## Business Plan Update: Strategic Initiatives – Q1 2025

The PFD has an identified need for a new RMS system to increase efficiencies, and end-user experience for coordination of scheduling, training, events and department activities. For Q1, the department is working on the implementation of the new RMS system.	
<b>Operational Risk Assessment</b>  An operational risk assessment compiles findings and identifies recommendations to guide operations for high-risk rescues, airports, water response and high-rise residential and commercial buildings. For Q1 the Requests for Proposals (RFP) was in progress.	↑
<b>Advancement of the 2024 – 2027 RCMP Strategic Plan</b>  The RCMP's Strategic Plan focuses on four key areas: Connect vulnerable people, Impact crime trends, Advance preparedness and Drive results. Key initiatives have been identified for 2025 focusing on creation of a Community Safety Unit; increased collaboration with RCMP Community Policing and Bylaw Services; proactive communication; inter-agency training; and an Operational Review Unit to lead enhanced investigation capacity. Objectives are on track for the first quarter.	↑
<b>Livable &amp; Accessible</b>  Proactively plan for deliberate growth and focus on community infrastructure to support an inclusive, healthy, safe and desirable place to live	
<b>Initiative</b>	<b>Status</b>
<b>Advancement of Civic Places and Spaces Priority #2: Arenas</b>  This is a multi-year project. The project will realize work completed to-date for the Civic Places and Spaces project as well as consider directions and recommendations from the Arena Feasibility Study. In Q1, the Arena Feasibility Study is underway, and completion is targeted for Q2.	↑
<b>Continuation of Sport and Recreational Needs Assessment</b>  This is a multi-year project. Project milestones will be advanced in 2025 including presentation of the complete assessment report and associated recommendations to Council and the Parks and Recreation Advisory Committee. For Q1, the project is underway and anticipate completion in Q2.	↑
<b>Frost Fest Winter Carnival Expansion</b>  Established in 2024, Frost Fest is a multi-event winter carnival to create an off-season event that would increase vibrancy and attract visitors and support a connected community. The event was successfully hosted in Q1 and featured a movie night, fundraising gala, hot air balloons, kids' zone, rail jam and polar dip.	☑
<b>City Yards Upgrades</b>  This is a multi-year project. In 2024, construction on the Electric Utility Fleet storage building started. In 2025 the Facilities department will lead the design and construction of a Fleet Shop building. In Q1, the Electric Utility Fleet building construction was completed, and preliminary plans were started for the new Fleet Shop building.	↑



## Business Plan Update: Strategic Initiatives – Q1 2025

<b>Accessibility Enhancements and Improvements</b>  Utilizing the Provincial Library’s Enhancement grant, the Library Board has approved engaging a consultant to develop a space plan for both public and work areas to enhance the appearance of the Library and improve accessibility of services and collections. Project is delayed for Q1 due to staff shortages and supplier issues. Anticipate the project will be on track in Q2.	↓
<b>Increase Water Service Quality and Reliability</b>  Penticton’s water supply and treatment systems have several projects planned for 2025 and onwards to support growth of water demand, improve water reliability and meet regulatory compliance targets. For Q1, the Pressure Reducing Valve (PRV) project construction is underway. Utility main work is ongoing for Kensington Avenue and mechanical work is ongoing at the Duncan Avenue Reservoir.	↑
<b>Eckhardt Avenue Corridor Reconstruction</b>  The Eckhardt Avenue project includes renewal of underground utilities from Government Street to Main Street. The sanitary sewer and water services have reached the end of useful life and require replacement with PVC piping. All road users will have safety enhanced through grade-separated bike lanes and enhanced lighting and crosswalk identification for KVR trail connectivity across Eckhardt Avenue. For Q1, design is being finalized, and the project will be tendered in Q2 with construction to start in summer 2025, subject to contractor availability.	↑
<b>Demand Side Management Pilot Project</b>  The City is piloting a Demand-Side Management (DSM) program with up to 1,000 volunteer customers to reduce energy use and peak demand costs. In Q1 the project team is pleased to report that 131 participants have signed up and installed 20 thermostats and 48 smart plugs.	↑
<b>Electrical Modern Metering Program</b>  This project would replace the Advanced Meter Reading (AMR) platform with Advanced Metering Infrastructure (AMI). AMI enables the collection of detailed and accurate energy usage data, which is then transmitted automatically, eliminating the need for manual meter reading. In Q1, the Request for Information (RFI) has been submitted to Procurement. Next steps will advance in Q2.	↑
<b>Voltage Conversion Study</b>  A voltage conversion study involves assessing the feasibility, impact and benefits of converting the City’s primary distribution system from 12.47kV to 25kV. The project has not started in Q1 however project deliverables remain on track.	↑
<b>Solar Feasibility and Implementation Project</b>  The City of Penticton will be conducting feasibility studies to identify appropriate corporate roof tops to install solar panels for the purpose of offsetting energy costs and reducing peak demand. This project is	↑

## Business Plan Update: Strategic Initiatives – Q1 2025

aligned with the Corporate Energy and Emissions Plan. The project has not started in Q1 however project deliverables remain on track.	
<b>Regional Collection Agreement</b>  The City of Penticton began negotiations in January 2024 for a new waste collection contract from July 2025 to June 2032. In negotiating the new contract, the City collaborated with the RDOS for a regional agreement which also serves Summerland, Oliver, Osoyoos and Keremeos. For Q1 the project is on track with the new collection agreement starting on July 1, 2025.	↑
<b>KVR Trail Master Plan and Green Corridor Strategy</b>  The Parks department began work on the Master Plan in 2024. In 2025, the goal is to create a comprehensive green network by integrating existing green corridors, parks, trails and open areas throughout the City. The RFP for consulting services was issued in Q1. Estimated project completion date is December 2025.	↑
<b>Lakawanna Park Upgrades</b>  The City's parks department will lead the upgrade and replacement project at Lakawanna Park due to equipment end of life and compliance with health guidelines. In Q1 the final concept design was presented to Parks and Recreation Advisory Committee, Accessibility Committee and Council. RFP is expected to be issued in Q2 with construction expected to start in fall 2025.	↑
<b>Urban Forest Management Plan (UFMP) – Advancing CommuniTREE Plan</b>  In 2025, the department will continue works completed to-date. A key component of the work in 2025 will be a Parks Technician role to advance key recommendations for a Green Future which will strive to increase urban forest canopy to 18-percent by 2045 with 25-percent canopy cover in urban areas by 2085. Significant progress was made in Q1 including updates to the Municipal Properties Tree Bylaw and working on policy revisions to ensure alignment with the UFMP.	↑
<b>Transportation Safety</b>  After finalizing the updated neighbourhood traffic management policy, we plan to test various rapid implementation techniques to address concerns received from the public (132 outstanding). Many of these concerns relate to local residential roads, indicating community support for lower speed limits to enhance overall road safety. In Q1 the Neighbourhood Traffic Calming pilot project (Cornwall/Paris Neighbourhood) moved towards finalization. Public engagement sessions are planned for Q2.	↑
<b>Transit Network Expansion Plans</b>  For the 2025 budget year, staff are planning to conduct a review of bus stops along affected routes and planning for future infrastructure upgrades to support the revised routing and increased frequencies. This will be a multi-year project starting in 2025, in anticipation of the expanded service in 2026. For Q1, advancement of the project is pending confirmation by BC Transit on the ability to deliver the approved expansion plans. The initiative is on track to complete within anticipated timelines.	↑
<b>Development of an Area Plan for Okanagan Lakeshore / Esplanade</b>	↑

## Business Plan Update: Strategic Initiatives – Q1 2025

<p>In response to community interests for the Okanagan Lakeshore and Esplanade areas, a comprehensive land use, park and infrastructure area plan is approved for the 2025 budget. In Q1 an internal working group was formed which involves many departments. Select technical consultancies are now engaged including environmental and archeological.</p>	
<p><b>Advancing Housing Affordability</b></p> <p>This initiative supports and provides funding for four main projects: development of an affordable housing incentive policy; developing housing on City land; development of area plans for Transit Oriented Areas; and implementing the Social Housing and Infrastructure Plan (SHIP). For Q1, progress is proceeding on all four initiatives with Council endorsing specific incentives in February (10-year permissive tax exemptions for affordable housing projects).</p>	<p>↑</p>
<p><b>North Gateway: Penticton Trade and Convention Centre Improvements</b></p> <p>Per direction received from Council in 2024, Development Services will lead internal planning work to develop a comprehensive land use and parkland plan in support of an attached hotel to the Penticton Trade and Convention Centre. In Q1, early planning work occurred for a 2026 referendum on building a hotel attached to the PTCC on dedicated park land.</p>	<p>↑</p>
<p><b>Advancement of Actions in the Social Development Framework</b></p> <p>Social Development continues to advance the priorities laid out in the Social Development Framework. A continued priority is to make progress on those actions in the building of a healthy, safe and resilient community. In Q1, bridge funding was secured to continue operation of the Temporary Winter Shelter through to May 31, 2025. The department continues to support the construction of the Power Street Child Care Centre.</p>	<p>↑</p>
<p><b>Accessibility Plan Implementation</b></p> <p>The Plan contains 21 actions for making the City of Penticton more accessible. Social Development will continue to work with the Accessibility Committee on advancing these actions. In Q1, Social Development continues to implement actions within the Plan.</p>	<p>↑</p>
<p><b>City Mission</b></p> <p>Penticton will serve its residents, businesses and visitors through organizational excellence, partnership and the provision of effective and community focused services.</p>	
<p><b>Initiative</b></p>	<p><b>Status</b></p>
<p><b>Advocacy and Intergovernmental Relations Planning</b></p> <p>The Advocacy Planning and Intergovernmental Relations (IGR) initiative aims to establish a proactive, sophisticated strategy for engaging local, provincial, federal and Indigenous governments and other key partners. This will enable the City to advance priority issues, secure funding and influence policies that directly benefit Penticton. Responsibility for this initiative has formally transferred to the new IGR Manager role. In Q1, several provincial engagements were held, and conversations were continued regarding tiny home initiatives, tariff response and Forest Service Road 201.</p>	<p>↑</p>

## Business Plan Update: Strategic Initiatives – Q1 2025

<p><b>Procurement of an External Auditor</b></p> <p>The City will conduct the Request for Proposals process (RFP) to ensure that Council is able to make an informed decision when appointing a new auditor. Project work did not start in Q1 and the RFP will be issued in Q2 with the contract award to occur in Q3.</p>	↑
<p><b>Advancing Digital Transformation and Innovation Project</b></p> <p>The IT/GIS department will continue to work to leverage available technologies to focus on increasing operational efficiencies, collaboration and new communication tools available within MS 365. Q1 realized significant strides including enhancing the City's IT infrastructure, migrating software systems and upgrading an ERP solution.</p>	↑
<p><b>Expansion of the Strategic Communications Program</b></p> <p>A sophisticated, professional and knowledgeable approach to communications is essential for the City of Penticton to ensure that residents and visitors are informed and up-to-date on City operations. Attention will be given to investigating processes to monitor and collect citizen data and sentiment to inform strategic communication decisions. In Q1, an external consultant conducted an internal service audit with City departments. Results of the audit will inform program changes.</p>	↑



# Council Report

pentiction.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Scott Boyko, Public Works Manager  
**Subject:** Riverside Park 'Leash-Optional' Area – Fencing Options

File No: 6240-01

## Staff Recommendation

THAT Council approve the continuation of a "leash-optional" area at Riverside Park (187 Riverside Drive) without fencing.

## Strategic priority objective

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

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

## Background

On January 28, 2025 Council received a report with a staff and Committee recommendation to continue with "leash-optional" usage in four of the five piloted locations. Council expressed concerns with regards to the Riverside Park location, and inquired if there were options to separate the "leash optional" area and the surrounding walkways given the potential interaction and conflict between people/cyclists using the paths/trails and off leash dogs. As a result, Council passed the following resolution:

### 27/2025

It was MOVED and SECONDED

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:

- 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;

AND THAT staff report back with information on partial fencing along the walkways at the Riverside Park "leash-optional" location.

**CARRIED**

Opposed (2): Councillor Watt, and Councillor Konanz

At the March 18, 2025 Council meeting, staff presented the “Riverside Park ‘Leash-Optional’ Area Fencing Options” with the additional information Council requested, and Council wished to refer the new material to the Parks and Recreation Advisory Committee for further advice on the matter, as follows:

**82/2025**

It was MOVED and SECONDED

THAT Council refer the leash-optional and fencing options at Riverside Park (187 Riverside Drive) to the Parks and Recreation Advisory Committee.

**CARRIED**

Opposed (1): Councillor Gilbert

At the April 23<sup>rd</sup>, 2025 Parks and Recreation Committee meeting, staff presented the “Riverside Park ‘Leash-Optional’ Area Fencing Options”. The Committee passed the following resolution after receiving the report.

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee recommend to Council the continuation of the “leash-optional” area at Riverside Park (187 Riverside Drive) without fencing.

**CARRIED UNANIMOUSLY**

This report brings forward the recommendation from Committee to include Riverside Park in the leash-optional program, with no fencing. There was limited discussion at Committee on the topic, and the resolution was supported unanimously.

The March 18, 2025 staff report with the fencing options has been included as an attachment to this report for Council’s reference.

### **Financial implication**

Staff are recommending Option 1, no fencing, which requires no additional funding. Should Council wish to pursue either Option 2 or 3 (on their own or in combination), the work could be completed within the previously approved funding for Dog Park upgrades. However, this would mean that if the City wished to upgrade Dartmouth Dog Park in the future, additional funding would need to be secured.

Should Council wish to pursue Option 4, it is recommended that this be deferred to the budget process so that appropriate capital funding can be determined.

### **Analysis**

The “Leash-Optional” Pilot Program has successfully tested shared-use spaces, and staff recommend this shared use continue at the Riverside Park location as well. Alternatively, Council may wish to recommend proceeding with wood or metal fencing as outlined in the locations noted in Options 2 and 3 (in isolation or in combination) in order to continue with leash optional use in this area.

Should Council wish to pursue Option 4 (fully fenced), Staff have recommended that the project be deferred to the budget process so it can be funded and prioritized amongst other capital asks. In the interim, Council



could either continue with the leash-optional pilot, or remove this location until the fencing is funded and completed.

Finally, Council may wish to remove this area from the City's leash-optional program in full.

Given the range of possibilities (both location and fence type), staff did not prepare individual alternative recommendations, but have outlined above how the various options could be mixed and matched based on Council's preference. Council has referred the matter to the Parks and Recreation Advisory Committee, and Committee has recommended the location be included without additional fencing.

### **Alternate recommendations**

THAT Council direct staff to install fencing, as specified; or

THAT Council direct staff to refer fully fencing the area to the 2026 capital planning process; Or

THAT Council direct staff to remove Riverside Park as a "leash-optional" area.

### **Attachments**

A - March 18, 2025 Council Report titled "Riverside Park 'Leash-Optional' Area Fencing Options"

Respectfully submitted,

*SBoyko*

Scott Boyko  
Public Works Manager

Concurrence

General Manager of Infrastructure  <i>KD</i>	GM of Corporate Services  <i>AMC</i>	City Manager  <i>SBH</i>
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# Council Report

penticton.ca

**Date:** March 18, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Scott Boyko, Public Works Manager  
**Subject:** Riverside Park Dog Leash Optional Update -March 18 2025.docx

File No: 6240-01

## Staff Recommendation

THAT Council approve the continuation of a "leash-optional" area at Riverside Park (187 Riverside Drive) without fencing.

## Strategic priority objective

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

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

## Background

On January 28, 2025 Council received a report with a staff recommendation to continue with "leash-optional" usage in four of the five piloted locations. Council expressed concerns with regards to the Riverside Park location, and inquired if there were options to separate the "leash optional" area and the surrounding walkways given the potential interaction and conflict between people/cyclists using the paths/trails and off leash dogs. Council passed the following resolution:

**27/2025**

It was MOVED and SECONDED

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:

- 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;

AND THAT staff report back with information on partial fencing along the walkways at the Riverside Park "leash-optional" location.

**CARRIED**

Opposed (2): Councillor Watt, and Councillor Konanz

This report actions the last part of the resolution and brings forward the fencing options for Riverside Park.

As discussed at the January 28, 2025 meeting, there are several potential areas of overlap, as shown below. There is the informal trail along the waterfront (shown in red), the multi-use path (shown in blue), and the sport court area (shown in orange). For context, the area within these natural borders spans approximately 4400m<sup>2</sup>, which is about four times the size of Ellis Creek Dog Park, and roughly 1.5 times the size of the Dartmouth dog park (combined). It still falls short of the recommended minimum size of 6000m<sup>2</sup> for a fenced dog park.

In addition to the capital cost the fencing itself, there will be additional operational costs for items such as fence maintenance and weed whacking. These operating costs are expected to be minor and are not specifically outlined in this report, but would be included in future operating budgets as required.



For each of the potential locations, staff explored two different types of fencing. The first is a small wood fence that would maintain the natural feel of the area, while providing some delineation. The second option is a more typical metal chain link fence that would eliminate the interactions.



With the remaining work on the existing dog parks, there is approximately \$50,000 left in the previously approved funding for the future development of the Dartmouth Dog Park. These funds were set aside for potential upgrades to the Dartmouth Dog Park, subject to the space needs at the Public Work Yard. These funds could be redirected for fencing options that will be explored further below, however, should the City wish to proceed with work at Dartmouth in the future, additional funds will be required.

## Fencing Options:

### Option 1 – No fencing changes and continued "leash-optional" use:

This option would support the continued shared use of the space. As a shared space, it is expected to get less high-wear usage by dogs, which is more likely to preserve the existing condition. The space would continue to be used by a variety of park users, including those who may be using the adjacent youth park.

### Option 2- Fencing along the Channel only (red line):

Choosing this option would require only minor modifications to the existing irrigation system, as the irrigation system is set back reasonably from the informal path. The estimated cost for wood fencing along this stretch is \$18k, while the metal fencing is \$20k. This option is relatively low cost and could be funded from the previously approved funding for the Dog Park upgrades.

### Option 3- Fencing along the multi-use pathway (blue line)

This option is more complex as it would require extensive work (including potential relocation) to the irrigation system because of the existing wiring and line placement. The trees along this stretch would also inhibit the installation of some fencing in direct alignment with the path as shown below, and would require either installation of the fence around the trees, or would result in gaps in the fencing. A gap in the wood fencing would be reasonable as the intent is only delineation and the trees would serve this purpose as a natural boundary, however if the intent is for metal fencing, the fence would need to go around the trees if the goal is to eliminate the interaction. The cost of the irrigation changes and the estimated cost for the wood fencing along this stretch is \$23k while the irrigation changes and metal fencing is \$31k. This fencing (in either style) could be funded from the previously approved funding, in isolation, or in combination with Option 2.



### Option 4- Fencing around the entire perimeter of the space (red, blue, and orange lines)

This option entails considerable effort to adjust the irrigation system, along with substantial costs for fencing. Enclosing the area almost completely, would lead to increased wear on the turf, necessitating regular maintenance and additional care each year to keep the park in good condition with seasonal closures (winter closures) anticipated to restore turf health. The estimated cost for the wood fencing and irrigation adjustments on this option would be \$66k, while the metal fencing option would be \$75k. This would exceed



the funding previously approved and staff have not determined an appropriate funding source for a cost of this magnitude.

#### Additional consideration - Dedicated Dog Park

If Council were to pursue Option 4, particularly with metal fencing, the informal use of the space by multiple park users becomes less and less likely and the City may prefer to consider a dedicated facility. To replicate the amenities in the Ellis Creek Dog Park, the cost to achieve this is likely in the \$350k range, and while it could be somewhat phased, would be well beyond the previously approved budget.

#### **Financial implication**

Staff are recommending Option 1, no fencing, which requires no additional funding. Should Council wish to pursue either Option 2 or 3 (on their own or in combination), the work could be completed within the previously approved funding for Dog Park upgrades. However, this would mean that if the City wished to upgrade Dartmouth Dog Park in the future, additional funding would need to be secured.

Should Council wish to pursue Option 4, it is recommended that this be deferred to the budget process so that appropriate capital funding can be determined.

#### **Analysis**

The "Leash-Optional" Pilot Program has successfully tested shared-use spaces, and staff recommend this shared use continue at the Riverside Park location as well. Alternatively, Council may wish to proceed with wood or metal fencing as outlined in the locations noted in Options 2 and 3 (in isolation or in combination) in order to continue with leash optional use in this area.

Should Council wish to pursue Option 4 (fully fenced), Staff have recommended that the project be deferred to the budget process so it can be funded and prioritized amongst other capital asks. In the interim, Council could either continue with the leash-optional pilot, or remove this location until the fencing is funded and completed. In addition, for this option, Council may wish to refer the proposal to the Parks and Recreation Advisory Committee as there has previously been no discussion, either through the public engagement or through Committee, relating to a full enclosure of the area which is likely to detract other park users usage and enjoyment.

Finally, Council may wish to just remove this area from the City's leash-optional program in full.

Given the range of possibilities (both location and fence type), staff did not prepare individual alternative recommendations, but have outlined above how the various options could be mixed and matched based on Council's preference.

#### **Alternate recommendations**

THAT Council direct staff to install fencing, as specified; or .

THAT Council direct staff to refer fully fencing the area to the 2026 capital planning process; or

THAT Council direct staff to remove Riverside Park as a "leash-optional" area.

Respectfully submitted,

SBoyko

Scott Boyko  
Public Works Manager

Concurrence

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





# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Yvonne Kent, Planner II  
**Address:** 1165 Kilwinning Street

File No: RMS/1165 Kilwinning Street

**Subject:** Development Variance Permit PL2025-9985

## Staff Recommendation

THAT Council approve "Development Variance Permit PL2025-9985" for Lot 77 District Lots 249 and 250 Similkameen Division Yale District Plan 1159, located at 1165 Kilwinning Street, a permit to vary Section 10.2.2.9.a of Zoning Bylaw 2024-22 to reduce the rear yard setback for a principal building from 6.0 m to 1.55 m.

## Strategic priority objective

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

## Proposal

The applicant is proposing an addition that would connect an existing detached garage and single detached dwelling. The addition is to construct a secondary suite. An internal stairway leading to the secondary suite is proposed between the house and garage on the first storey. The secondary suite itself is proposed above the garage and between the house on the second storey. A variance is requested as the proposed construction would result in the home being setback 1.55 m from a rear property line instead of the 6.0 m required as per s.10.2.2.9.a of the Zoning Bylaw. The applicant has provided a Letter of Intent (Attachment D).

## Background

The property is located on the west side of Kilwinning Avenue. The property is 558 m<sup>2</sup> (0.1 acres) in size and contains a single detached dwelling and detached garage. The property is zoned R4-S – Small Scale Multi-Unit Residential: Small Lot in the Zoning Bylaw and designated Low Density Residential in the Official Community Plan. The surrounding area consists of other properties zoned R4-S and designated Low Density Residential.

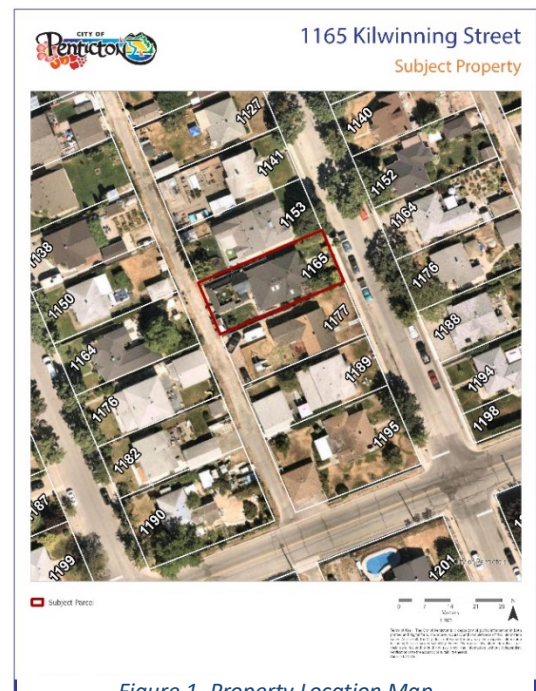


Figure 1- Property Location Map

## Financial implication

The applicant is responsible for all development costs from the proposed development.

## Development Statistics

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

	Zone Requirement (RM3 – Medium Density Multiple Housing)	Provided on Plans
<b>Minimum Lot Width*:</b>	9.1 m	15 m
<b>Minimum Lot Area*:</b>	280 m <sup>2</sup>	558 m <sup>2</sup>
<b>Maximum Lot Coverage:</b>	50%	50%
<b>Maximum Density:</b>	4 dwelling units	2 dwelling units
<b>Maximum Height:</b>	11.0 m, 3 storeys	8.0 m, 2 storeys
<b>Vehicle Parking:</b>	Total Vehicle Spaces Required:  1 space for single detached dwelling	Total Vehicle Spaces Provided:  1 space for single detached dwelling
<b>Required Setbacks:</b> Front Yard: Side Yard (north): Side Yard (south): Rear Yard (west):	4.5 m 1.5 m 1.5 m 6.0 m	9.18 m 1.45 m <b>minor variance requested**</b> 2.79 m 1.55 m <b>variance requested</b>
<b>Other Regulations:</b>	Where a rear lane is provided, vehicular access must be from the rear lane  A 1.2m hard surfaced path must be provided from the front of the lot to the entry of each dwelling unit  15 m <sup>2</sup> of amenity space must be provided for the secondary suite and the single detached dwelling	Vehicular access from rear lane  1.2 m hard surfaced path provided  15 m <sup>2</sup> per dwelling unit of amenity space provided.
<b>Other Information:</b>	<b>*Lot width and lot area are only applicable at the time of subdivision.</b> <b>*Minor variance to be considered by the General Manager of Development Services</b>	

## Technical Review

The application was reviewed by the City's Technical Planning Committee (TPC). The Building Department noted there is a bylaw contravention notice under s. 57 of the *Community Charter* registered against the property title. This notice was placed on the property in 2020 given an illegal addition between the garage and

house. The requirement to remove the s.57 notice to allow occupancy in this renovation and to obtain a building permit to remove or modify the illegal addition has been communicated to the applicant.

## Analysis

### *Development Variance Permit*

The applicant has requested a variance to Section 10.2.2.9.a of the Zoning Bylaw No. 2024-22 to reduce the minimum rear yard setback for a principal building from 6.0 m to 1.55 m. Staff recommend approval of the variance for the following reasons:

The Small Scale Multi Unit Housing (SSMUH) Provincial Policy Manual recommends a 1.5 m rear yard setback for lots of this size required to permit 3 to 4 dwelling units. As per s.481.3(7) of the *Local Government Act*, local governments must consider the Manual when adopting a Zoning Bylaw to permit SSMUH. However, local governments are not required to adopt the recommendations. As such, in June 2024, Council adopted Zoning Bylaw No. 2024-22 with a minimum rear yard setback of 6.0 m.

In the report to Council in June 2024, staff provided the following rationale for the 6.0 m setback regulation:

1. *The proposed rear yard setback in the new R4-L and R4-S zones is 6.0m, which is the same requirement as most residential zones in Penticton currently. This setback allows for sufficient room for nose-in vehicle parking from lanes (parking spaces must be 5.8m in depth). Rear parking will be required through the new zones if the property has rear lane access.*
2. *A 6.0m setback provides sufficient separation between adjacent properties if there is no lane and a property direct abuts another. This space maintains more room for trees, landscaping and amenity space compared to a 1.5m setback.*
3. *It should be noted that carriage houses will continue to be permitted to a 1.5m rear yard setback, which is aligned with the provincial guideline.*

For this variance application, Staff note the following:

1. Sufficient room for nose-in vehicle parking from the rear lane is provided in the existing garage.
2. The property does not abut the adjacent rear property and is separated by a laneway. There is no impact to space in the rear setback for trees, landscaping, or amenity space as this area is occupied by an existing garage.
3. The applicant can instead construct a carriage house above the existing garage which would meet the 1.5 m rear yard setback for carriage houses and not require this variance application.

The reduced setback does not impact the intent of the 6.0 m setback regulation (maintaining space for parking, trees, landscaping, and amenity space, and separation from adjacent properties where no laneway). Staff do note the requested variance is not necessary, and a bylaw compliant alternative exists (carriage house) for adding an additional dwelling unit 1.5 m from the rear property line. Despite this alternative, the applicant requests the variance for the following reasons (please refer to Attachment D – Letter of Intent (applicant) for more information):

*"We believe that without this variance the addition of a secondary suite would not be as attractive to the look and feel of the neighbourhood. It is of our opinion that having the addition span over the existing*

*garage would assist in better matching the characteristics of the neighbourhood, rather than the available option of building solely vertically on top of the current house (see examples attached)."*

Staff note Council approved a variance to reduce the rear yard setback from 6.0 m to 1.5 m to allow an addition to a single detached dwelling with a garage and secondary suite above at 894 Forestbrook Drive in August 2024.

Given the above information, staff recommend Council approve the variance.

### **Alternate recommendations**

THAT Council deny "Development Variance Permit PL2025-9985" for Lot 77 District Lots 249 and 250 Similkameen Division Yale District Plan 1159, located at 1165 Kilwinning Street.

### **Attachments**

Attachment A – Zoning Map

Attachment B – Official Community Plan Map

Attachment C – Photos of Property

Attachment D – Letter of Intent (applicant)

Attachment E – Draft Development Variance Permit PL2025-9985

Respectfully submitted,

Yvonne Kent  
Planner II

Concurrence

General Manager Development Services	City Manager
<i>BL</i>	<i>AC</i>





# 1165 Kilwinning Street

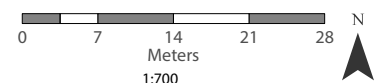
## Zoning Bylaw



- Subject Parcel
- Site Specific Zoning

### Zoning Bylaw No 2024-22

R4-S - Small-Scale Multi-Unit Residential - Small Lot



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Date: 4/17/2025





# 1165 Kilwinning Street

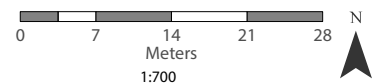
## Official Community Plan



Subject Parcel

Official Community Plan - Future Land Use

Low Density Residential



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Date: 4/17/2025



Attachment C – Photos of Property



## Letter Of Intent: 1165 Kilwinning St

We are proposing an addition for the purpose of adding a secondary suite for an aging family member who currently needs longterm care.

There are two variances we believe we need to request:

1. The proposed addition would span on top of the **current/existing garage**. The garage was built around 2015 approximately, and has a setback of 1.45m from the side property line, and 1.55m from the rear property line (lane access), which met all BC Building Code and city zoning requirements at that time. A variance for the setback of living quarters (on top of the current/existing garage) to the adjacent property line is requested.

This proposed addition is similar in design to others already existing in our neighbourhood and the setback variance that would be required is at an area on the property that poses the least impact to the neighbouring properties. It is at the rear corner of the lot and does not have any adjacent house or windows next to it.

Floor plans have also been drafted that limit the amount of entrances and heavy traffic areas on the north side of the property to further eliminate any potential impacts to the neighbouring property.

As residents and owners (of multiple houses) in the K Streets for over the past 35 years, we believe that without this variance the addition of a secondary suite would not be as attractive to the look and feel of the neighbourhood. It is of our opinion that having the addition span over the existing garage would assist in better matching the characteristics of the neighbourhood, rather than the available option of building solely vertically on top of the current house (see examples attached).

2. We require the addition be wheelchair and handicap accessible. To achieve this, we need to add an exterior elevator/wheelchair lift - which would require a landing on the south side of the property. This would also serve as an alternate fire escape. This landing would put us slightly over the limit for the lot coverage. A variance is requested to accommodate this.

By purposefully positioning it on the south side of the property, this landing would have very little to no impact on the neighbouring properties as it is not close to the property line. The benefits of having handicap accessible accommodations that also serve as an alternate fire escape are of huge benefit to the every day lives of those who would currently (and in the future) occupy the space and would far outweigh the negligible increase to use of the lot coverage.

Thank you



## Letter Of Intent - Attachments A



### PROPOSED ADDITION AT 1165 KILWINNING ST

#### Compliments neighbourhood's characteristics

Proposed addition is setback of original house.  
Maintains character of the neighbourhood while meeting OCP.



### ADJACENT PROPERTY 1153 KILWINNING ST

Addition is setback of original house.  
Maintains character of the neighbourhood.







**1102 Killarney St**

Addition is setback of original house.  
Maintains character of the neighbourhood.



**1175 Kensington St**

Addition is setback of original house.  
Maintains character of the neighbourhood.





## Letter Of Intent - Attachments B

### CURRENT AVAILABLE OPTION IF VARIANCE IS NOT PERMITTED



#### 1109 Killarney St

Vertical addition would be our next option if the requested variances are not permitted.

Differs greatly from current neighbourhood characteristics.



## Development Variance Permit

Permit Number: DVP PL2025-9985

Property Owner  
Property Address

### Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.
2. This permit applies to:
  - Legal: Lot 77 District Lots 249 and 250 Similkameen Division Yale District Plan 1159
  - Civic: 1165 Kilwinning Street
  - PID: 006-749-453
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2024-22 to allow for the construction of an addition to an existing single detached dwelling for a secondary suite, as shown in the plans attached in Schedule 'A':
  - a. Section 10.2.2.9.a of Zoning Bylaw 2024-22 to reduce the rear yard setback for a principal building from 6.0 m to 1.55 m.

### General Conditions

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



Authorized by the City Council, the \_\_\_\_ day of \_\_\_\_\_, 2025.

Issued this \_\_\_\_ day of \_\_\_\_\_, 2025.

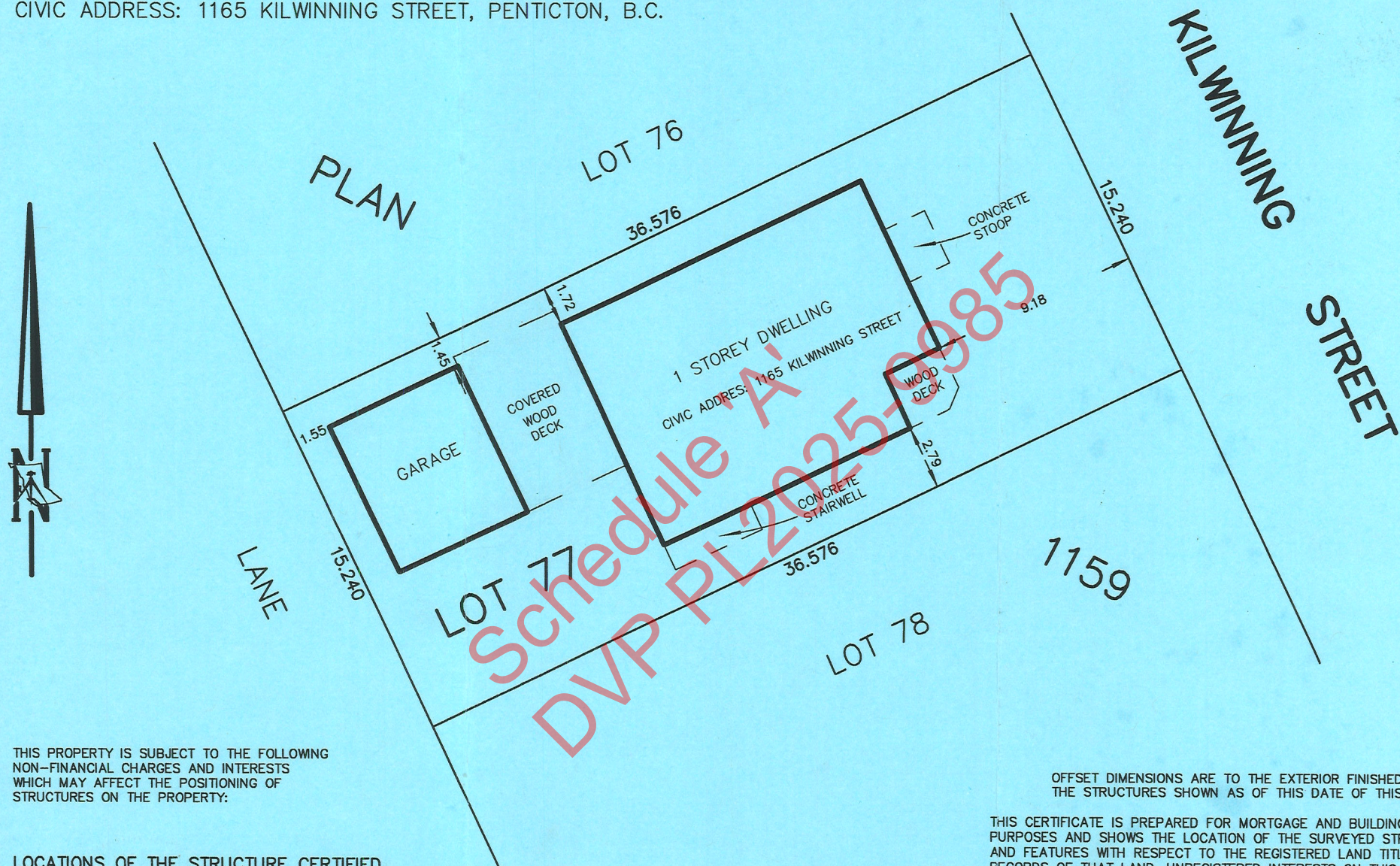
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Angela Collison  
Corporate Officer



# BRITISH COLUMBIA LAND SURVEYOR'S CERTIFICATE OF LOCATION ON LOT 77, PLAN 1159, D.L.'s 249 & 250, S.D.Y.D.

CIVIC ADDRESS: 1165 KILWINNING STREET, PENTICTON, B.C.



THIS PROPERTY IS SUBJECT TO THE FOLLOWING  
NON-FINANCIAL CHARGES AND INTERESTS  
WHICH MAY AFFECT THE POSITIONING OF  
STRUCTURES ON THE PROPERTY:

LOCATIONS OF THE STRUCTURE CERTIFIED  
CORRECT ACCORDING TO A FIELD SURVEY  
COMPLETED THIS 3rd DAY OF NOVEMBER, 2020.

STEVEN J. BUZIKIEVICH ACCEPTS  
NO RESPONSIBILITY FOR AND HEREBY DISCLAIM  
ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES  
INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT  
SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING  
OUT OF OR IN CONNECTION WITH ANY DIRECT OR  
INDIRECT USE OR RELIANCE UPON THE PLAN  
BEYOND ITS INTENDED USE.

OFFSET DIMENSIONS ARE TO THE EXTERIOR FINISHED WALLS OF  
THE STRUCTURES SHOWN AS OF THIS DATE OF THIS CERTIFICATE.

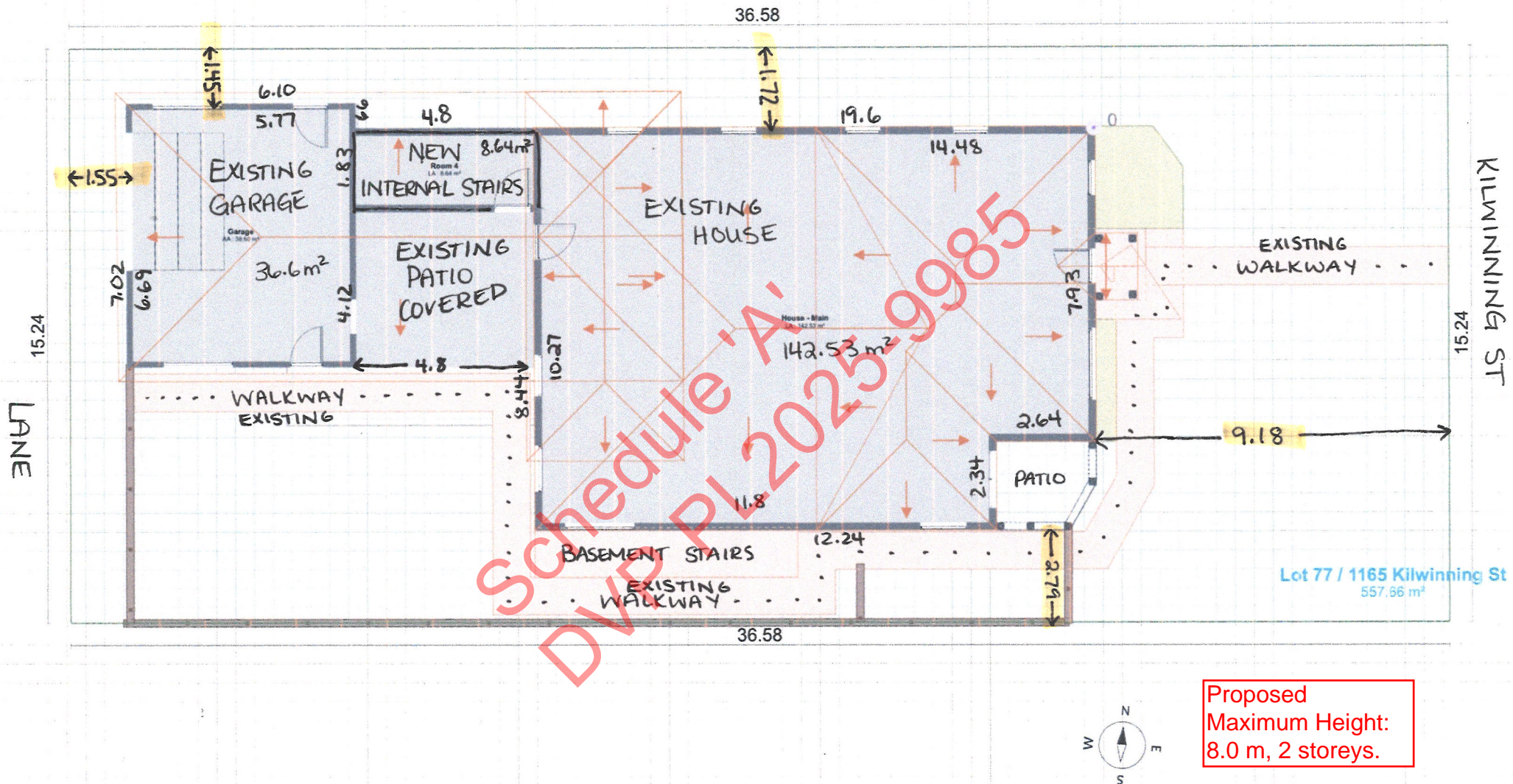
THIS CERTIFICATE IS PREPARED FOR MORTGAGE AND BUILDING INSPECTION  
PURPOSES AND SHOWS THE LOCATION OF THE SURVEYED STRUCTURES  
AND FEATURES WITH RESPECT TO THE REGISTERED LAND TITLE OFFICE  
RECORDS OF THAT LAND. UNREGISTERED INTERESTS ON THIS PROPERTY  
HAVE NOT BEEN INCLUDED, CONSIDERED OR RESEARCHED. THIS DOCUMENT  
IS NOT A BOUNDARY SURVEY AND MAY NOT BE USED TO DEFINE PROPERTY  
CORNERS OR PROPERTY BOUNDARIES.

ALL DIMENSIONS ARE METRIC  
SCALE 1 : 250  
FILE: 20-110CE

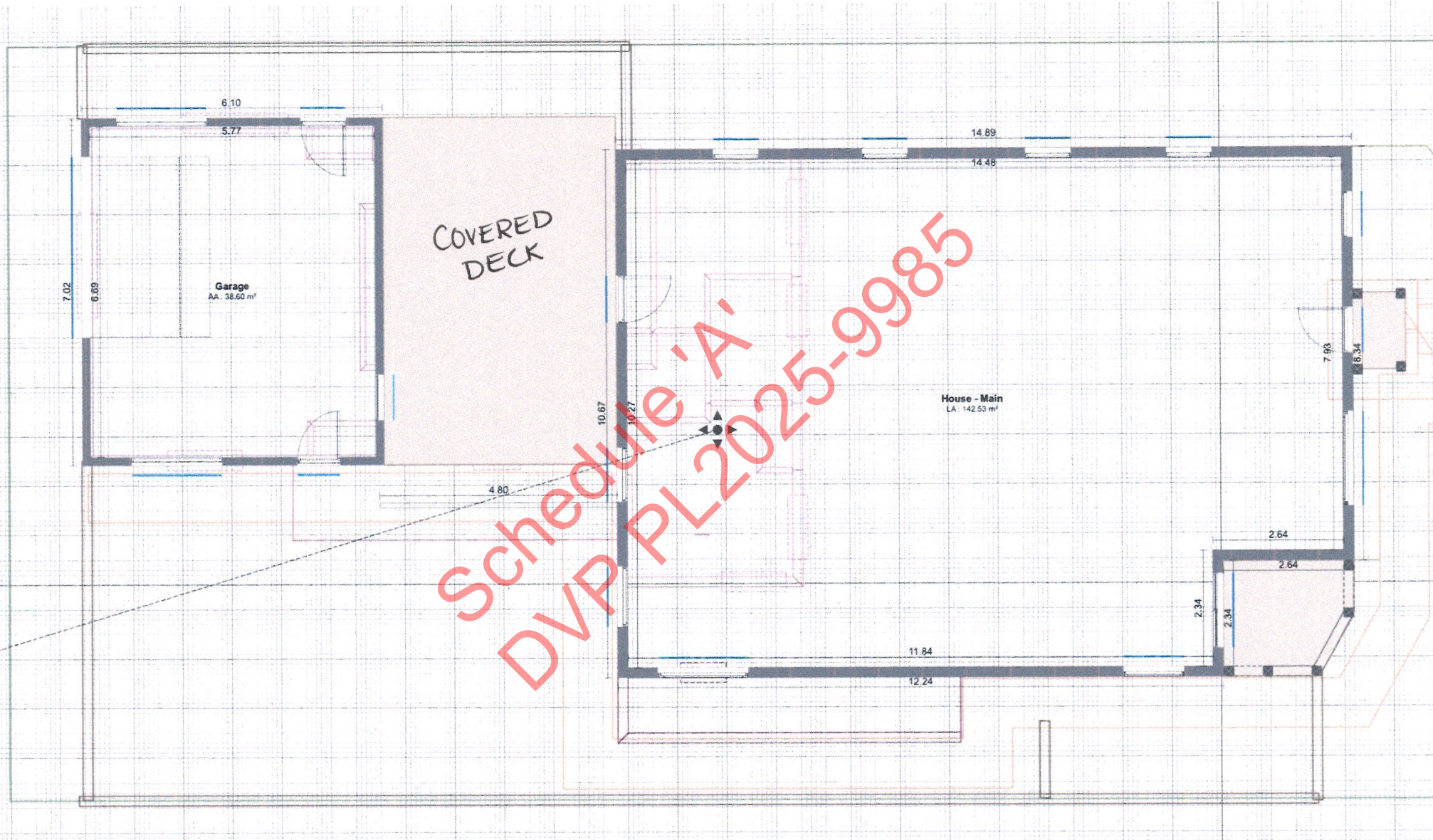
STEVEN J. BUZIKIEVICH  
PROFESSIONAL LAND SURVEYOR  
54 NANAIMO AVE. E.  
PENTICTON, B.C. V2A 3L8  
Phone: (250)492-0539 Fax: (250)492-9851

BRITISH COLUMBIA LAND SURVEYOR  
THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY  
SIGNED IN RED AND BEARING THE ORIGINAL SEAL  
© 2020 STEVEN J. BUZIKIEVICH. ALL RIGHTS RESERVED.



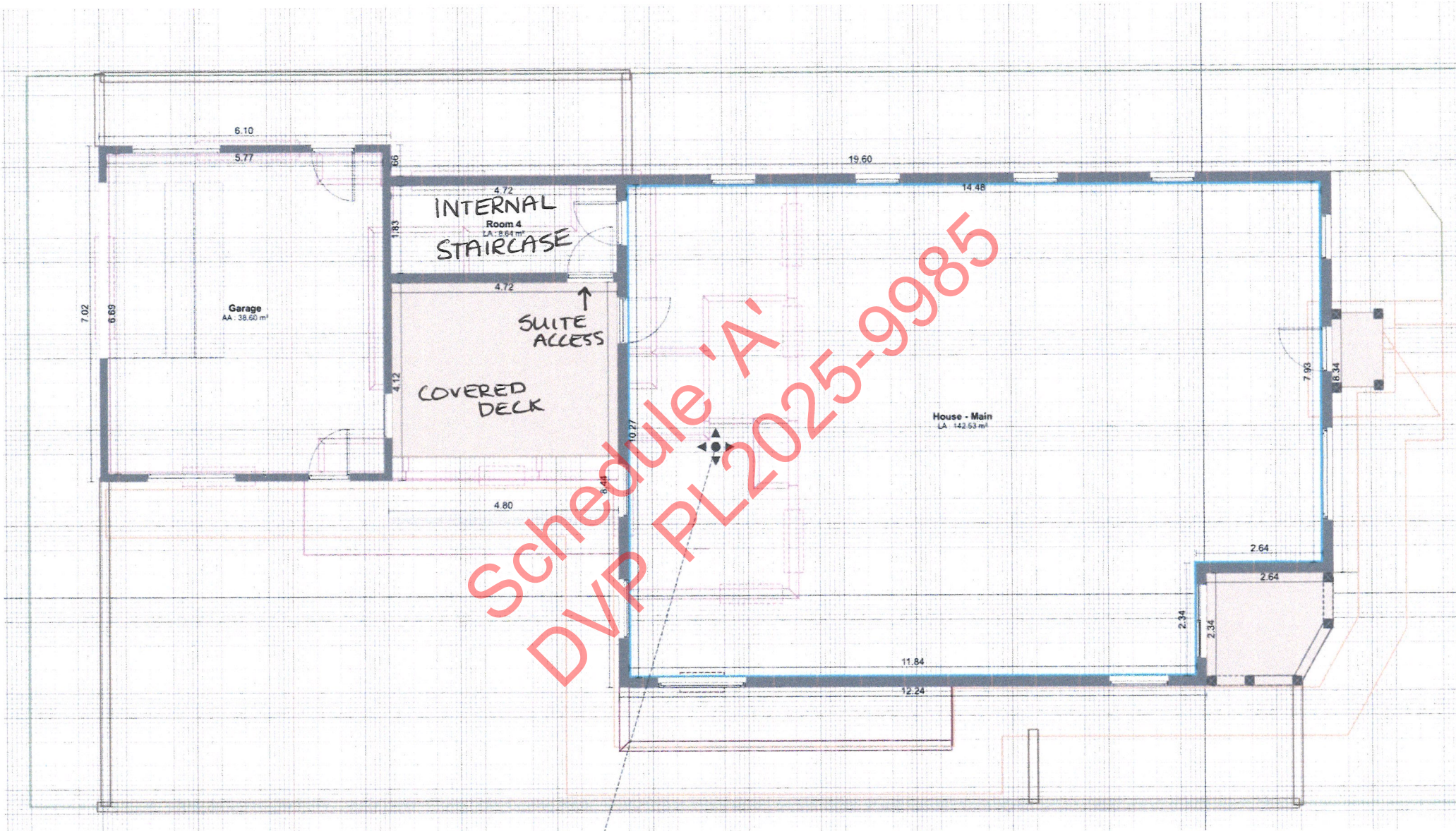






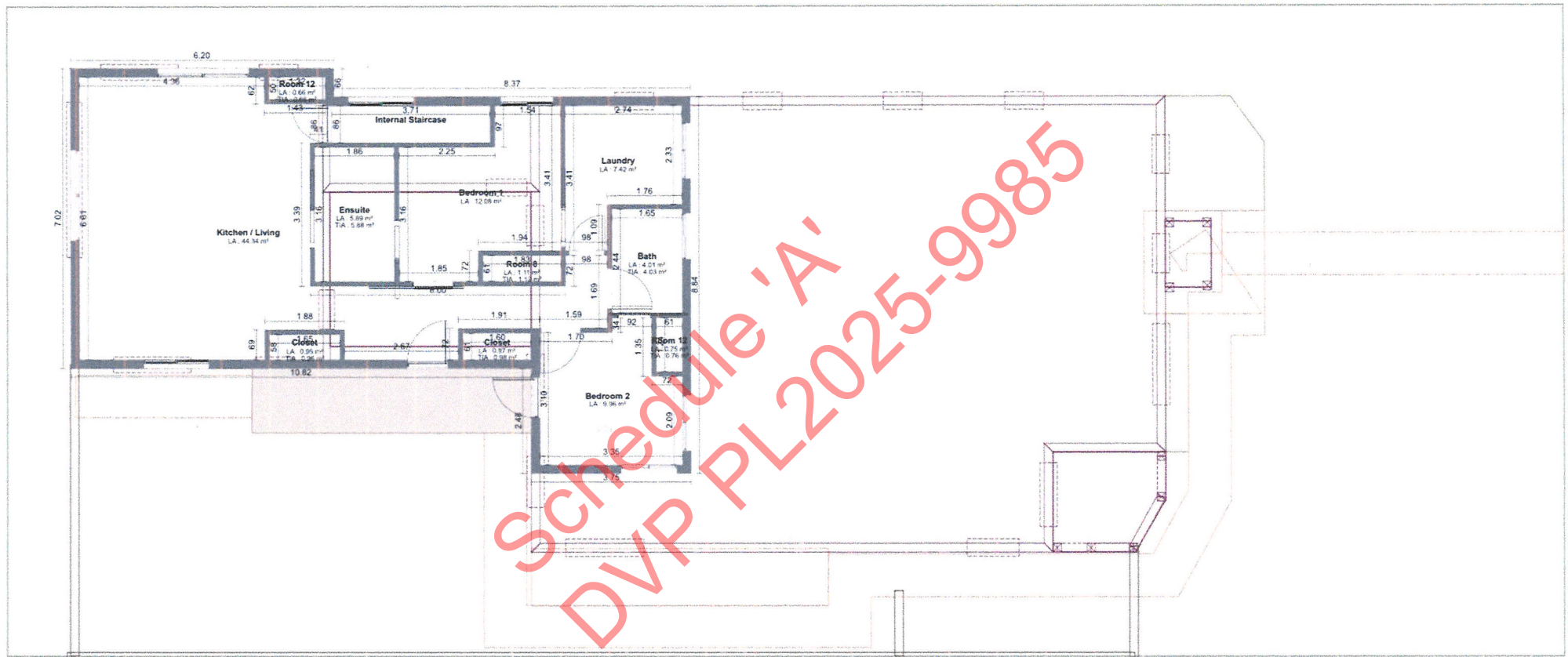


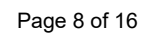
# PROPOSED - GROUND FLOOR





PROPOSED  
UPPER LEVEL  
— ADDITION —

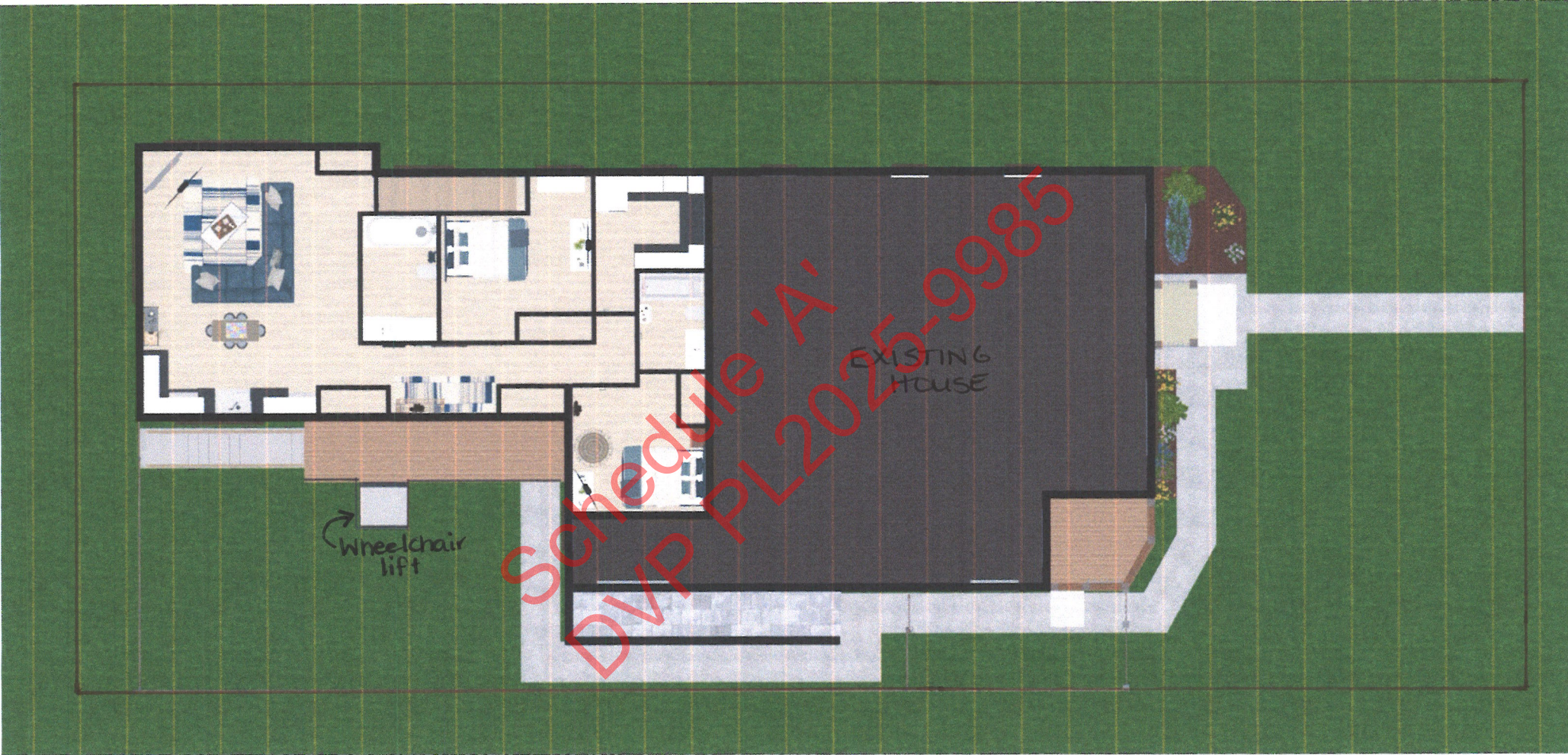






7

Birds Eye view  
WITH PROPOSED UPPER LEVEL ADDITION





**PROPOSED ADDITION  
1165 KILWINNING ST  
FRONT VIEW (EAST)**

①





PROPOSED ADDITION  
1165 KILWINNING ST  
NORTH SIDE

③





PROPOSED ADDITION  
1165 KILWINNING ST  
FRONT - SOUTH EAST CORNER

②B





**PROPOSED ADDITION  
1165 KILWINNING ST  
NORTH EAST CORNER**

②





1165 KILWINNING ST  
PROPOSED ADDITION  
SOUTH VIEW (SIDE)

⑤





1165 Kilwinning St  
Proposed Addition  
South View

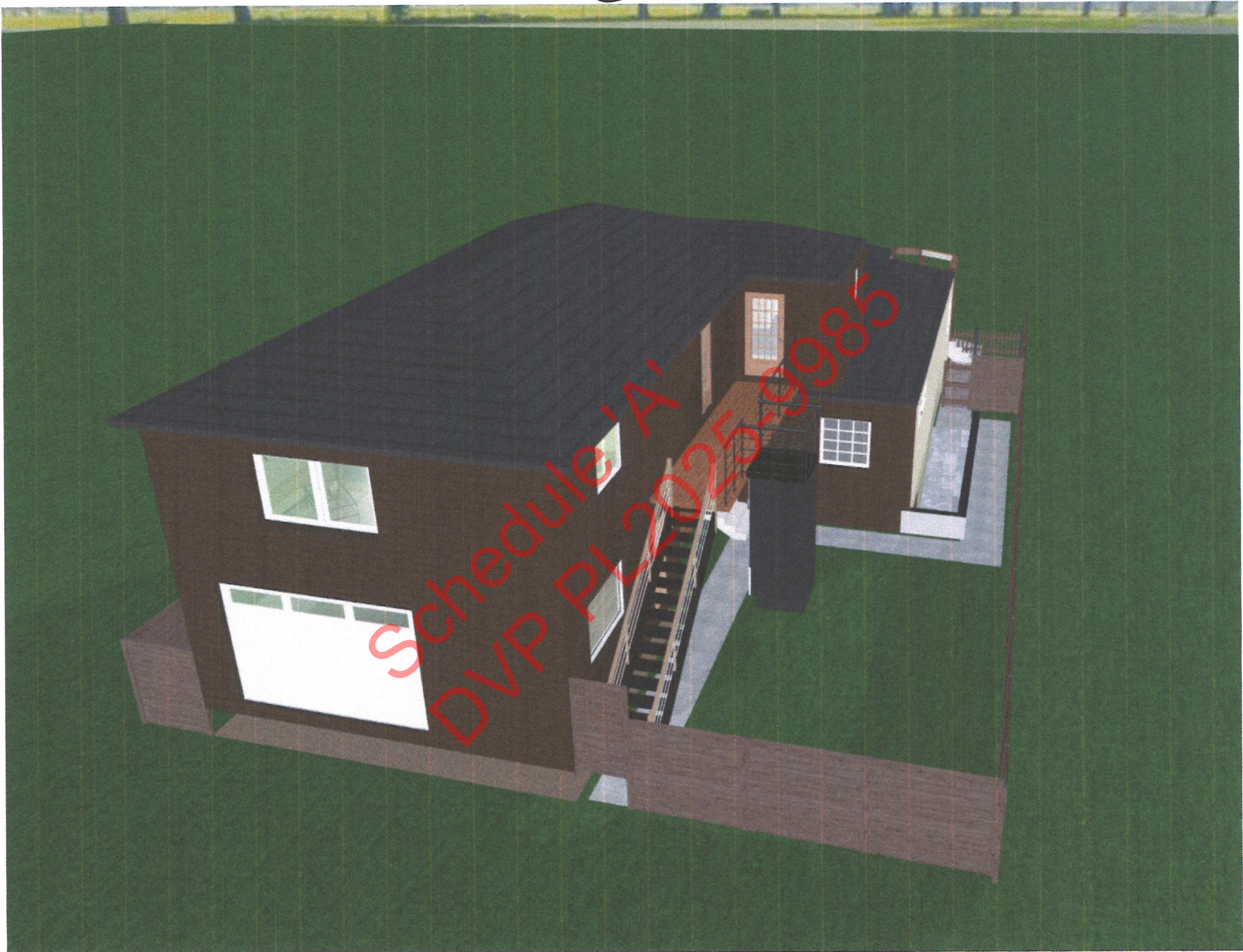
⑥





1110 KILWINNING ST  
PROPOSED ADDITION - WEST SIDE

④







# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Yvonne Kent, Planner II  
**Address:** 235 Yorkton Avenue

**File No:** RMS/235 Yorkton Avenue

**Subject:** **Zoning Bylaw Amendment No. 2025-07, Development Variance Permit PL2024-9917, Development Permit PL2024-9915**

## Staff Recommendation

### *Zoning Amendment*

THAT Council give first, second, third reading, and adopt "Zoning Amendment Bylaw No. 2025-07", for Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, a bylaw to rezone the subject property from CT3 – Hotel Resort to RM3 – Medium Density Multiple Housing and add the site-specific provision, within the RM3 - Medium Density Multiple Housing zone as follows: "Section 10.5.5.5, in the case of Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, the maximum density shall be 1.7 FAR; and accessory restaurant, office and retail store uses shall be permitted with a maximum combined gross floor area of 375 m<sup>2</sup>;

AND THAT as a condition of zoning approval, the developer be required to contribute \$30,000 prior to development permit issuance, for design work on Skaha Lake Road between Yorkton Avenue and Waterford Avenue, to reduce the number of travel lanes and install parking and active transportation infrastructure;

AND THAT the design, once complete, be included as part of future capital budget deliberations for scheduling and funding

### *Development Variance Permit*

AND THAT Council, approve "Development Variance Permit PL2024-9917", for Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, a permit to vary the following sections of Zoning Bylaw No. 2024-22:

1. Section 10.5.2.3 to increase the maximum lot coverage from 50% to 62%
2. Section 10.5.2.7 to reduce the minimum interior side yard (west) from 4.5 m to 1.8 m.
3. Section 10.5.2.9 to reduce the minimum rear yard from 6.0 m to 0.0 m.
4. Section 10.5.3.1 to reduce the amount of amenity space from 20m<sup>2</sup>/unit to 17m<sup>2</sup>/unit.
5. Section 4.9 to permit projections 2.7 m into the interior side yard setback (west).

## Development Permit

AND THAT Council, approve "Development Permit PL2024-9915, for Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049, located at 235 Yorkton Avenue, a permit to approve the form and character of the proposed development and vary the following sections of Zoning Bylaw No. 2024-22:

1. Section 4.9 to permit balconies to project 1.5 m into the interior side yard setback (east).
2. Section 10.5.4.1 to increase the maximum hard surfacing from 60% to 89%.

## Strategic priority objective

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

## Proposal

The applicant is proposing to construct two apartment buildings and commercial space fronting Yorkton Avenue. The more westerly building is 6 storeys and includes 3 commercial units at grade, 55 apartment units ranging from one to three bedrooms, and a parking garage/parkade at the rear. The second building is 4 storeys and includes 12 two bedroom apartment units and a parking garage behind the lobby at grade. Amenities on site include an amenity room, outdoor patio, storage lockers, outdoor lawn area, and private deck/balcony spaces for each unit. The project was originally proposed as purpose built rental, but the applicant is now considering a stratified condominium development.

Access to the site is from Yorkton Avenue. The vehicle access leads to an internal road with parking for the commercial units and visitors to the apartment buildings.

This internal road also leads to entrances to the parking garage/parkade in the 6 storey building and the parking garage in the 4 storey building. Pedestrians can access the 6 storey building and commercial units directly from the sidewalk on Yorkton Avenue. The 4 storey building can be accessed by the internal road.

## Background

The property is located on the north side of Yorkton Avenue, is 1 acre in size, and is currently vacant. The property is zoned CT3 – Hotel Resort and designated High Density Residential in the Official Community Plan (OCP). The surrounding area consists of high density development to the north (Skaha Lake Towers), medium density residential



Figure 2 – Rendering of Proposed Development

development to the east (Southwood Retirement Resort), a commercial plaza to the west (Yorkton Plaza) and a low density residential neighbourhood to the south.

### Financial implication

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

### Climate Impact

Council adopted the Community Climate Action Plan (CCAP) in 2021. The proposed development is consistent with the following aspects of the CCAP:

- **Shift Beyond the Car:** enable walking, cycling and other forms of zero emission mobility
  - The proposal includes both long-term and short-term bicycle parking and direct pedestrian connections to the commercial units on Yorkton Avenue from the public sidewalk.
  - The site is within close proximity to the “lake to lake” protected active transportation corridor
  - The site is along the Route 5, which is planned to have frequent transit service in the near future.
- **Electrify Passenger Transport:** Enable charging at home and work
  - The proposal includes EV ready stalls.

### Technical Review

The application was reviewed by the City's Technical Planning Committee (TPC). Requirements for building permit and the payment of Development Cost Charges (DCC's) were identified and communicated to the applicant.

#### *Contributions to street-scape improvements*

During the technical review, it was observed that the proposed development completes the redevelopment of a significant urban block and marks a key transition of the area from a former highway arterial to a more pedestrian-oriented urban streetscape. Over the course of the broader redevelopment, various phases have contributed to off-site improvements supporting this transformation, including enhancements to walkways, landscaping, street trees, and curbing.

As this transition progresses, the Engineering Department has focused on evaluating traffic flow through the Skaha Lake Road corridor. While there is interest in undertaking a comprehensive corridor design, the review of this particular development has presented a more immediate opportunity - specifically, the removal of one travel lane in each direction along Skaha Lake Road, replaced with on-street parking on one side, and active transportation infrastructure. These minor streetscape changes represent a meaningful interim measure to support urbanization of the corridor while the larger corridor study is undertaken. This would also connect to works currently being planned on the corridor from Green Avenue to Waterford as part of the Safe Routes to School initiative.

The proposed development stands to benefit from this initiative by gaining on-street parking that would support both its commercial and residential components. In support of this effort, the developer has agreed to commit \$30,000 toward design work. Staff are recommending that that contribution be a condition of zoning approval and payable prior to issuance of the development permit. Staff also consider that this work

inform a capital project that would be considered as part of the broader capital program in an upcoming budget deliberation.

#### *Development Statistics*

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

	<b>Zone Requirement (RM3 – Medium Density Multiple Housing)</b>	<b>Provided on Plans</b>
<b>Minimum Lot Width*:</b>	18 m	107 m
<b>Minimum Lot Area*:</b>	1000 m <sup>2</sup>	4516 m <sup>2</sup>
<b>Maximum Lot Coverage:</b>	50%	62% <b>variance requested</b>
<b>Maximum Density:</b>	1.6 Floor Area Ratio (FAR)	1.7 FAR <b>site-specific zoning requested</b>
<b>Maximum Height:</b>	24 m	18 m
<b>Vehicle Parking:</b>	<p>Total Vehicle Spaces Required:</p> <p><i>Residential</i> 1 per dwelling unit (67 spaces) plus 0.2/unit for visitors (13 spaces)</p> <p><i>Commercial</i> Restaurant/Retail Store: 1 per 50 m<sup>2</sup> NFA (7 spaces) Office: 1 per 30m<sup>2</sup> NFA (12 spaces)</p>	<p>Total Vehicle Spaces Provided:</p> <p><i>Residential</i> 67 spaces for dwelling units, plus 13 spaces for visitors</p> <p><i>Commercial</i> 9 spaces**</p>
<b>Level 2 Electric Vehicle (EV) Ready Stalls:</b>	<p>Total EV Ready Required:</p> <p><i>Residential</i> 1 per dwelling unit (67 spaces)</p> <p><i>Commercial</i> Minimum 2, plus 1 for every 5 parking spaces over 10 parking spaces (3 spaces)</p> <p><i>Accessible</i> 50% of accessible stalls (2 spaces)</p>	<p>Total EV Ready Provided:</p> <p><i>Residential</i> 67 spaces</p> <p><i>Commercial</i> 3 spaces</p> <p><i>Accessible</i> 3 spaces</p>



<b>Bicycle Parking:</b>	<p>Total Bicycle Parking Required:</p> <p><i>Residential</i> Class 1 (secure): 0.5/dwelling unit (34 spaces)  Class 2: 0.1/dwelling unit (7 spaces)</p> <p><i>Commercial</i> Class 1 (secure): Restaurant - 1 per 400 m<sup>2</sup> NFA (1) Retail - Minimum 5 Office – 1 per 150m<sup>2</sup> NFA (3)</p> <p>Class 2: Restaurant - 1 per 100m<sup>2</sup> NFA (4) Retail - Minimum 5 Office – 1 per 400m<sup>2</sup> NFA (1)</p>	<p>Total Bicycle Parking Provided:</p> <p><i>Residential</i> Class 1 (secure): 34 spaces  Class 2: 7 spaces</p> <p><i>Commercial</i> Class 1 (secure)/Class 2: To meet requirements in Zoning Bylaw No. 2024-22 depending on future tenant (office, restaurant, or retail store).</p>
<b>Required Setbacks:</b> Front Yard: Interior Side Yard (East): Interior Side Yard (West): Rear Yard (lane):	<p>3.0 m 4.5 m 4.5 m 6.0 m</p>	<p>3.0 m 4.5 m 1.8 m <b>variance requested</b> 0.0 m <b>variance requested</b></p>
<b>Landscape Buffer: (east/west)</b>	<p>Required Landscape Buffer:</p> <p>3.0 m wide buffer along side (east), rear and front</p> <p>1 tree for every 10.0 linear metres 1 shrub for every linear metre</p>	<p>Provided:</p> <p>1.0 m wide buffer along side (east). No buffer at rear/front <b>minor variance requested**</b></p> <p>1 tree for every 10.0 linear metres 1 shrub for every linear metre</p>
<b>Other Information:</b>	<p><b>*Lot width and lot area are only applicable at the time of subdivision.</b></p> <p><b>**As per s.6.1.3.1.a of the Zoning Bylaw commercial and residential visitor parking may be shared given the maximum parking demand occurs at different periods of the day.</b></p> <p><b>***Minor variances to be considered by the General Manager of Development Services</b></p>	

## Analysis

### *Zoning Bylaw Amendment*

#### *Official Community Plan*

The property is designated “High Density Residential” within the Official Community Plan (OCP) Future Land Use Map:

Land Use	Description	Building Type(s)	Uses	Height / Density
High Density Residential 	Higher-density multifamily residential neighbourhoods consisting of townhouses and apartments in higher-amenity areas	<ul style="list-style-type: none"> <li>Cluster housing</li> <li>Townhouses</li> <li>Low-rise and mid-rise apartment buildings</li> <li>Small-scale neighbourhood commercial building (e.g., corner store, coffee shop, childcare)</li> </ul>	<ul style="list-style-type: none"> <li>Residential</li> <li>Limited retail/service</li> </ul>	<ul style="list-style-type: none"> <li>Up to 6 storeys</li> </ul>
<b>Site-Specific High Density Residential Policy Statement:</b> 556 to 736 Lakeshore Drive West: Development up to a maximum of four storeys can be considered subject to assessment of urban design impacts on Lakeshore Drive and the waterfront, Lakawanna Park and neighbouring properties on Churchill Avenue.				

The OCP land use designation permits residential development with limited retail/service use. The proposed RM3 – Medium Density Multiple Housing zone with a site specific to allow accessory restaurant, office and retail store use with a maximum combined floor area of 375 m<sup>2</sup>, would allow residential development with limited retail/service use.

The site specific amendment to increase the floor area ratio (FAR) from 1.6 to 1.7 also aligns with the High Density Residential Designation. Despite the increase in floor area, the development is proposes a midrise apartment buildings of 6 storeys which aligns with the land use designation.

#### *Zoning Bylaw*

The property is currently zoned CT3 – Hotel Resort. The CT3 zone allows for high-density hotel and resort development. The applicant has requested a zoning bylaw amendment to the RM3 – Medium Density Multiple Housing zone with a site-specific amendment to allow accessory restaurant, office and retail store use with a maximum combined floor area of 375 m<sup>2</sup> and a maximum density of 1.7 FAR. The applicant plans to construct one 6 storey apartment building with commercial units fronting Yorkton Avenue and one 4 storey apartment building.

#### *Support Zoning Bylaw Amendment*

The proposed rezoning to RM3 with site specific amendments for commercial space and larger FAR aligns with the High Density Residential Land Use Designation.

#### *Development Variance Permit*

The applicant has requested a Development Variance Permit for variances to Zoning Bylaw No. 2024-22. The applicant has provided a rationale for the requested variances (Attachment F). Staff recommend support for these variances for the following reasons:

### 1. Increase Lot Coverage

The Zoning Bylaw requires a maximum lot coverage of 50% in the RM3 Zone. The development proposes a lot coverage of 62%. The proposed variance is to accommodate the above ground parkade and ramp that extends out behind the 6 storey building. This portion of the structure accounts for 15% of the lot coverage, pushing the proposal over the maximum 50% permitted. As per the applicant's letter, "the water table in the area of south Penticton is fairly close to existing grade so underground parking is not practical. The 2 parking garages are therefore located at grade."

### 2. Reduce Rear Yard Setback

The Zoning Bylaw requires a 6.0 m rear yard setback in the RM3 Zone. The development proposes a 0.0 m setback. The proposed variance is to accommodate a pedestrian stairwell and vehicle ramp up to the second storey parkade of the 6 storey building. The remainder of the development meets the 6.0 m setback requirement. Staff also note that despite the reduced setback the development is not expected to have an impact on the adjacent land use to the north as the property contains higher density uses (14 storey apartment buildings) which are setback from the property line by a 6.0 m internal access road.

### 3. Reduce Interior Side Yard (West) Setback

The Zoning Bylaw requires a 4.5 m interior side setback in the RM3 Zone. The development proposed a 1.8 m setback on the west side of the property. The proposed variance is to accommodate the first storey of the six storey building (amenity, electrical, mechanical, and bike rooms, commercial units and parking garage). The apartment building above (floors two to six) meets the 4.5 m setback requirement. Staff also note that despite the reduced setback the development is not expected to have an impact on the adjacent land use to the west as the property contains 1 storey commercial development which is seen as compatible with the 1 storey portion of the building in the setback.

### 4. Reduce Amenity Space

The RM3 – Medium Density Multiple Housing Zone requires amenity space to be provided at a rate of 20m<sup>2</sup>/unit. 67 units are proposed in the development requiring 1,340 m<sup>2</sup>/0.3 acres of amenity space. This development proposes 17m<sup>2</sup>/unit (1,139 m<sup>2</sup>/0.28 acres). The amenity space requirement of 20 m<sup>2</sup>/unit is the same in the City's low-density zones (R4-L and R4-S). While such a requirement can typically be accommodated in lower density developments with private yards, as density increases on a site, accommodating amenity space at this rate becomes more difficult. Despite the reduction, a variety of amenities are offered for future residents – indoor amenity room with outdoor patio, storage lockers, outdoor lawn area, and a private outdoor balcony/patio space for each unit. The site is also a 5 minute walk from Skaha Lake Park which features 21 acres of parkland including a playground, waterpark, basketball tennis and sand volleyball courts, fire pits, picnic areas, beach access, and many other public amenities. The variance aligns with policies and development permit guidelines in the OCP encouraging amenity space in multi-family developments and meets the intent of the amenity space requirement in the Zoning Bylaw.

### 5. Permit Projections in the Interior Side Setback (West)

As per s.4.9 of the Zoning Bylaw, balconies, patios and open stairways are not permitted to project into an interior side yard, and pilasters and eaves are only permitted to project 0.6 m. The proposed development includes a portion of a patio and two balconies that project 1.3 m, and an open stairway, pilasters, and eaves that projects 2.7 m into the 4.5 m interior side yard (west) setback. The adjacent land use on the interior side

property line (west) is a 1 storey commercial complex. The projections are not expected to have a negative impact on this adjacent use. In addition, these elements add articulation to the building which is aligned with development permit guidelines.

In summary, while staff acknowledge the high number of variance requests, each request is reasonable. Staff are confident that the applicant has thoroughly explored all opportunities to comply with bylaw requirements and have struck a reasonable balance between adhering to the bylaw's intent and providing the envisioned housing density for the land, while meeting the overall design expectations outlined in the OCP. For these reasons staff are recommending that Council approve issuance of the development variance permit.

### ***Development Permit***

The property is located within the Commercial & Mixed-Use and the Multifamily Residential Development Permit Areas in the Official Community Plan. Staff have completed a development permit analysis (Attachment E). The applicant has also provided an analysis (Attachment F).

#### **1. Permit Balconies to Project into the Interior Side Setback (East)**

As per s.4.9 of the Zoning Bylaw, balconies are not permitted to project into an interior side yard. The development proposes balconies projecting 1.3 m in the interior side setback (east) on the 4 storey apartment building. As per the OCP, minor variances to setbacks may be considered to accommodate desirable architectural criteria, such as porches, balconies, projecting design features, awnings, and canopies, provided that the building face still meets required setbacks. The proposed balconies add articulation to the building. In addition, the balconies are further setback from the adjacent residential land use to the east by a parking area and internal laneway on the neighbouring property.

#### **2. Increase Hard Surfacing**

A maximum of 60% hard surfacing is permitted in the RM3 Zone. The development proposes 89% hard surfacing. As per the OCP, minor variances to impermeable surface requirements may be considered provided other means of managing stormwater are incorporated into the design. The applicant has provided an acceptable stormwater management plan prepared by a professional engineer.

### ***Support Development Permit***

The proposed development has been designed with the majority of OCP design guidelines in mind. Specifically, the design minimizes the visual impact of parking and prioritizes the pedestrian realm by placing the 6 storey building adjacent to Yorkton Avenue and the parkade behind the building. In addition, the design provides balconies, roof overhangs, and other architectural features to add articulation of the buildings' facades, trees and landscaping including species that are tolerant of the Okanagan climate, and a large amount of glazing for the commercial units on Yorkton Avenue. Staff note there are three parking spaces between the 4 storey building and the street and no dedicated pedestrian walkway provided to the main entrance of this building, which does not align with OCP design guidelines. Staff acknowledge the applicant's rationale that the required access easement road creates site constraints that make meeting these guidelines difficult.



### Alternate recommendations

Council may consider that the proposed zoning bylaw amendment is not suitable for this site. If this is the case, Council should deny the bylaw amendment. This is not recommended by staff, as the zoning bylaw amendment request is consistent with the Official Community Plan:

1. THAT Council deny first reading of “Zoning Amendment Bylaw No. 2025-07”.

### Attachments

Attachment A – Zoning Map

Attachment B – Official Community Plan Map

Attachment C – Letter of Intent (applicant)

Attachment D – Photos of Property

Attachment E – Development Permit Analysis (staff)

Attachment F – Development Permit Analysis (applicant)

Attachment G – Draft Development Variance Permit PL2024-9917

Attachment H – Draft Development Permit PL2024-9915

Attachment I – Zoning Amendment Bylaw No. 2025-07

Attachment J - Submissions

Respectfully submitted,

Yvonne Kent

Planner II

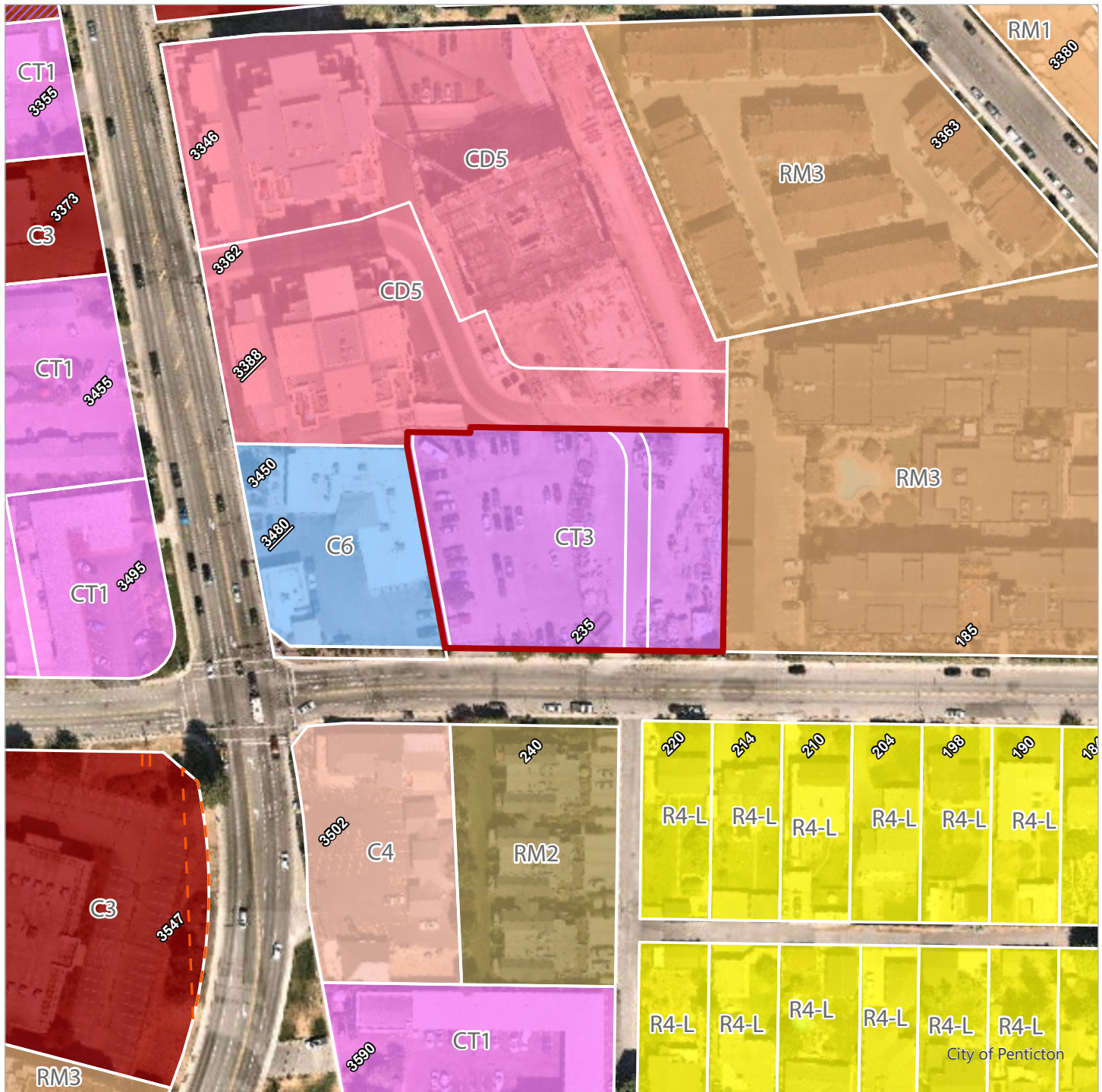
Concurrence

General Manager Development Services  <i>BL</i>	General Manager Infrastructure  <i>KD</i>	City Manager  <i>NH</i>
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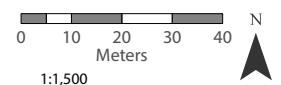


# 235 Yorkton Avenue

## Zoning Bylaw



- Legend:**
- Subject Parcel
  - Site Specific Zoning
  - Zoning Bylaw No 2024-22**
  - R4-L - Small-Scale Multi-Unit Residential - Large
  - RM1 - Bareland Strata Housing
  - RM2 - Low Density Multiple Housing
  - RM3 - Medium Density Multiple Housing
  - C3 - Mixed Use Commercial
  - C4 - General Commercial
  - CT1 - Tourist Commercial
  - CT3 - Hotel Resort
  - CD5 - Comprehensive Development (3388 Skaha Lake Road)
  - RM4 - High Density Multiple Housing



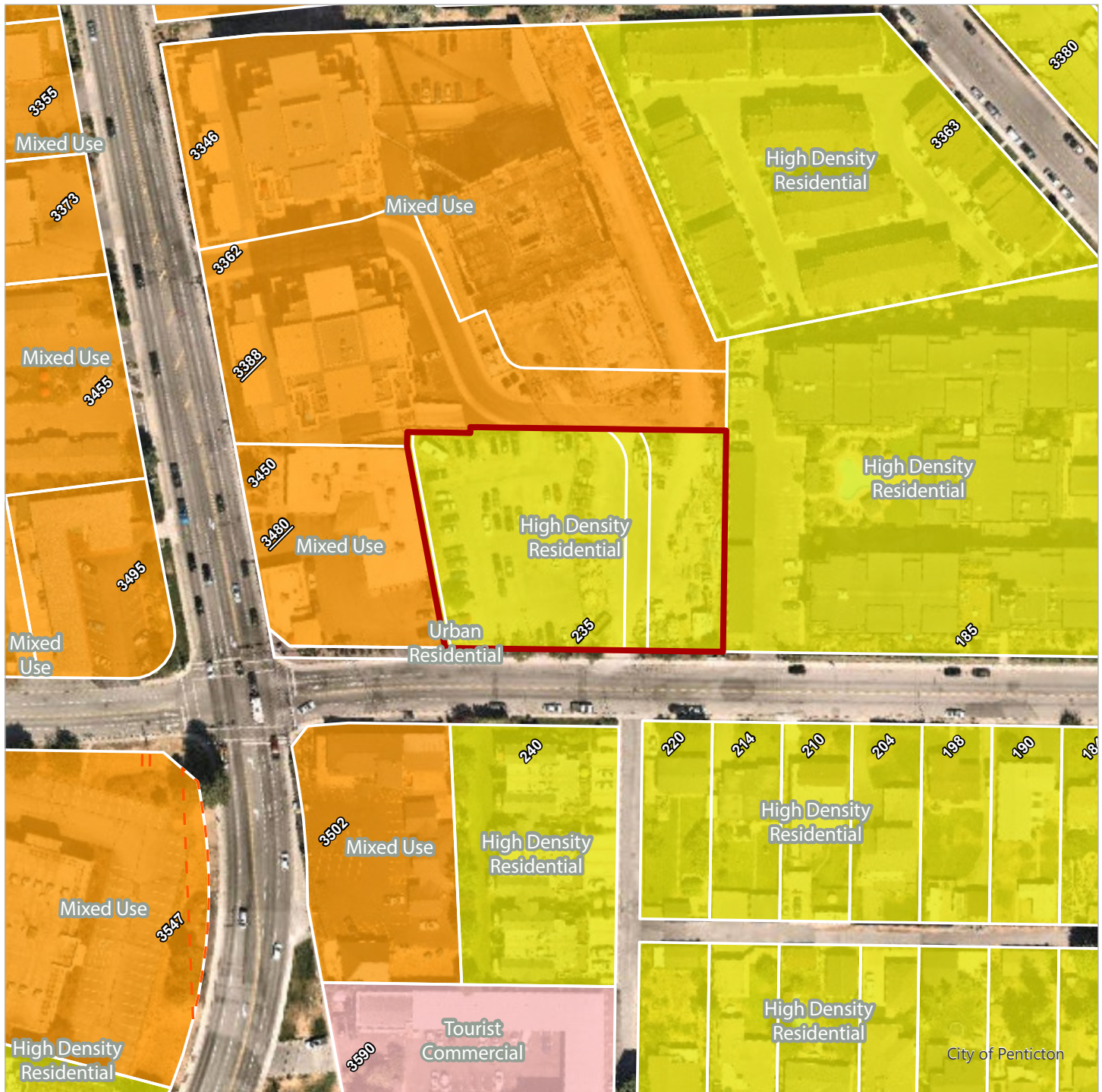
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Date: 4/23/2025



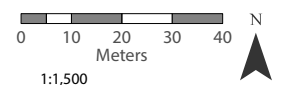


# 235 Yorkton Avenue

## Official Community Plan



- Subject Parcel
- Official Community Plan - Future Land Use
- High Density Residential
- Mixed Use
- Tourist Commercial



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Date: 4/23/2025

February 4<sup>th</sup>, 2025

**To the Attention of:**

Yvonne Mitchell, Planner II

City of Penticton  
Planning & Land Use Department  
171 Main Street,  
Penticton, BC V2A 5A9

RE: Letter of Intent\_R1 - Proposed new 67 rental suite Apartment Development  
235 Yorkton Avenue, Penticton BC

SURF ARCHITECTURE INC.

FOSTER TOWER  
SUITE 304, 1493 FOSTER STREET  
WHITE ROCK BC V4B 0C4

MARK KOROPECKY  
ARCHITECT AIBC, MRAIC, RIBA  
LEED AP BD&C, INTERNATIONAL ASSOC. AIA  
B.Arch., AOCA

FOUNDING PRINCIPAL

604 616-0646  
www.surfarchitecture.com

Dear Yvonne,

SURF Architecture is submitting this Letter of Intent as part of the Rezoning and Development Application package for a new mixed-use development to be located at 235 Yorkton Avenue in Penticton, BC.

Our client Starline Enterprises Ltd has just recently completed a 3 Residential Tower project on the site, just to the North of this proposed project.

This proposed 67 suite multi-family rental residential development that is currently proposed for South Penticton is to be located on Yorkton Avenue, just off of Skaha Lake Road. The project comprises 2 buildings. The larger building (4) is to be 6-storeys tall and has 55 suites in it. The smaller building (5) is a 4-storey structure with 12 suites in it.

In Building 4, there are 1-, 2- and 3-bedroom suites. Building 5, features 2-bedroom suites only. This project will be constructed of concrete and steel and will be fully sprinklered. Both buildings are to be located over an at-grade concrete parking garage with additional parking dispersed around the site. The required loading space and a garbage/recycling area is located at the north end of the site. This development is intended to blend into the existing neighbourhood.

The neighbourhood has a 3, 12 – 14-storey Residential Tower development just to the north, a 1-storey commercial development just to the west and 2 multi- family developments to the northeast and to the east. It should be noted that the current zoning of this property allows a hotel type (CT-3, Hotel Resort) development. This proposed residential development (once built) will be likely a 'quieter' addition to the neighbourhood in comparison to a hotel or tourist use.



New zoning proposed - RM - 3, Medium Density Multiple Housing - modified, with requested variances (from CT-3, Hotel Resort - the present zoning of this lot) Official Community Plan for Future Land Use to Urban Residential.

The Commercial spaces on Level 1 now add up to 3,742 sq. ft. (346.703m<sup>2</sup>). It is intended for a restaurant/café, and for some retail spaces. A variance will be needed to allow for some Commercial uses in this project (for the RM-3 zone).

It should be noted that this development does meet the City Bylaw for number of parking stalls required. This project requires 92 car stalls but will have 97 stalls on site or in the 2 garages.

This project is located on an existing bus route (along Yorkton Avenue) just off of Skaha Lake Road so this will hopefully help reduce the number of car trips from the development onto the city streets. Additionally, the commercial spaces at ground level will offer additional services to this South Penticton neighbourhood to help reduce the number of off-site vehicular car trips. Adjacent to the level 1 commercial spaces are 8 bicycle parking stalls for guests. See drawings A-02.

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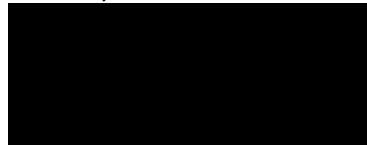
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Should you need further clarifications or additional information, please feel free to contact the undersigned.

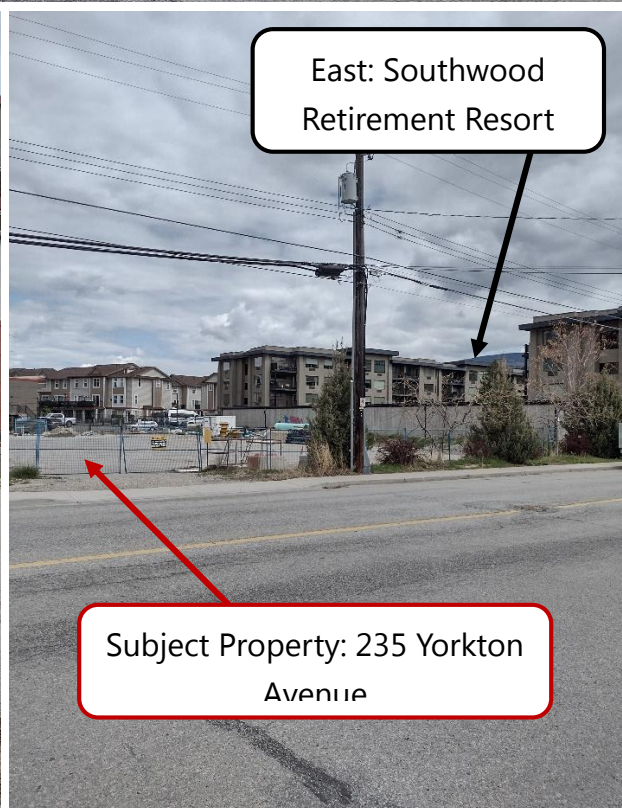
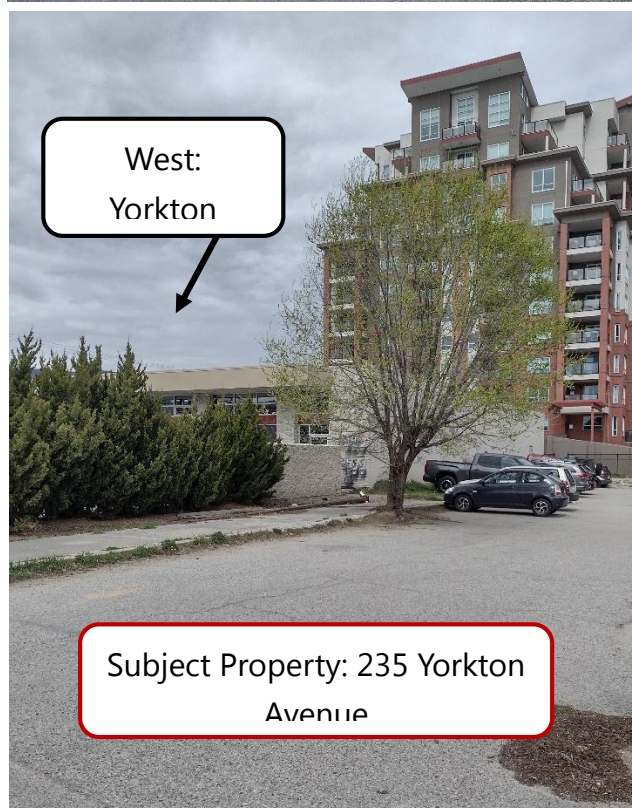
Sincerely,



Mark Koropecky, Architect AIBC

Cc: *Bill vant Geloof*  
*John vant Geloof*  
*Roger Jackson*

Attachment D – Photos of Property



## Attachment D - Development Permit Analysis (staff)

**Development Permit Analysis**

The proposed development is located within the Commercial Mixed-Use Development Permit Area and the Multifamily Residential Development Permit Area. The following analysis demonstrates how the proposal aligns with the applicable design guidelines.

- Guideline G11* Barrier-free pedestrian walkways to primary building entrances must be provided from municipal sidewalks, parking areas, storage, garbage and amenity areas
- The commercial units and apartment lobby of the 6-storey building connect directly to the public sidewalk on Yorkton Avenue. A barrier-free pedestrian walkway to the primary building entrance of the 4-storey building is not provided. This building is instead accessed by an internal road.
- Guideline G17* *On-site parking location and design should minimize visual impact and provide safe connections for pedestrians:*
- *Parking between the front of buildings and the street is not permitted.*
  - *Parking should be located at the rear of buildings/sites.*
  - *Outdoor surface parking areas should incorporate pathways that provide safe, accessible and comfortable pedestrian connections to entries/destinations.*
  - Three parking spaces are located between the 4 storey building and the street. The remainder of the parking is located beside of behind the buildings. There are no pathways in the outdoor surface parking area along the internal access road.
- Guideline G41* *G41. Softscapes*
- *Plant materials (size) and planting densities should be designed to meet and exceed the British Columbia Landscape and Nursery Association (BCLNA) Standards;*
  - *Landscape designs should consider opportunities for seasonal interest (e.g., colourful foliage and/or flowering at various times of the year).*
  - *Structural diversity in plant palette composition – including combinations of groundcovers, shrubs of various heights and trees – is encouraged.*
  - *Landscape design shall consider aesthetic qualities, plant suitability and soil volumes to ensure “right plant, right place” and to maximize growth to maturity of plants and trees.*
  - *Plant selection should emphasize local/native plants and/or similarly hardy/well-adapted plants to Penticton’s desert climate.*
  - *Invasive species are prohibited.*
  - *Synthetic turf is prohibited.*
  - A landscape plan prepared by a professional landscape architect has been provided which includes a variety of trees and shrubs with a focus on plantings that are native or suitable for Penticton’s climate.

- Guideline G58/G59/G60*      *Garbage/recycling areas and other similar structures should be located out of public view in areas that mitigate noise impacts and which do not conflict with pedestrian traffic. Garbage and recycling bins should be contained within screened enclosures that are coordinated with the overall design. Clear access to refuse/recycling areas must be provided.*
- Both garbage/recycling areas are contained within screen enclosures. They are located at the rear of the property and away from the pedestrian connections from Yorkton Avenue.
- Guideline MF1*      *All multifamily developments should incorporate community amenity spaces that provide opportunity for recreation and play and address the needs of all age groups likely to reside within the development.*
- An amenity room, outdoor patio, and outdoor lawn area are provided for us by all age groups.
- Guideline MF2*      *In an effort to promote community and social sustainability, multifamily developments should exhibit a preference for courtyard forms with views into them from ground-oriented ground floor units.*
- There are no ground floor units. That said, the ground floor amenity room overlooks the outdoor patio area and the upper storey units in the 4-storey building overlook the lawn amenity space.
- Guideline MF3*      *Amenity spaces should incorporate vegetation for the purposes of active and passive recreation and/or visual interest, and incorporate safe play areas in interior courtyards.*
- Vegetation is incorporated into the amenity spaces.
- Guideline MF4*      *Visitor parking should be:*
- in public view,
  - easily accessible near the main entry to the site, and
  - clearly indicated by pavement markings and/or signs
  - The majority of the visitor parking is located along the internal access road. This area is in public view from Yorkton Avenue and directly beside the main entrance to the site. The remaining spaces are on the second level of the parkade. Each space will include a visitor pavement marking.
- Guideline MF5*      *Electric vehicle charging stations should be provided in larger developments*
- Electric vehicle charging station have not been provided. Energized outlets are provided in accordance with Zoning Bylaw No. 2024-22.
- Guideline MF6*      *Entrances to apartment lobbies should be connected to adjacent sidewalks and provide seating, as well as clear pedestrian-oriented signage. Public art is also encouraged.*
- The apartment lobby for the 6 storey building is connected to the sidewalk on Yorkton Avenue. The apartment lobby for the 4 storey building is not connected to the sidewalk and is accessed from the internal road.
- Guideline CM1*      *Retail building frontages:*
- shall meet the sidewalk at grade;



- *are encouraged to be built to the property line so that a continuous commercial street frontage is maintained;*

- Retail building frontages are located 3.0 m from the property line in accordance with zone setbacks. A continuous commercial street frontage is created in front of the 6 storey building.

*Guideline CM3 Mixed-use developments require thoughtful consideration to create synergies in mix and placement of uses.*

- *Mixed-use buildings should be designed with compatible uses, with more public uses (e.g., retail, commercial) on the ground floors fronting high pedestrian traffic areas and more private uses (e.g., residential, office) on upper floors or along quieter streets.*
- *Mixed-use developments should be ground-oriented and should address, activate and, where setbacks allow, expand the public realm.*
- *Mixed-use developments require additional consideration for resident amenity spaces within and/or adjacent to buildings (see Figure 5-20).*

- The 6 storey mixed-use building includes retail uses are at grade with residential uses above. The building is ground oriented. The amenity spaces are located away from the commercial portion of the development allowing separation from public space and privacy for residents.

*Guideline CM4 Locate parking areas to the rear or interior of a site rather than between the street and building.*

- Parking is in the interior of the site not between the street and building except for three parking spaces in front of the 4 storey building.

*Guideline CM7 Small Frontages: retail bays shall be no wider than 15 metres in order to create or maintain a fine-grained pattern of shops. A maximum spacing of 10 metres for entrances is desired along the key pedestrian-oriented high streets.*

- *A larger retailer may combine bays internally; however, the external bay articulation should be maintained (see Figure 5-21).*

- The retail bays proposed do not exceed 15 metres.

*Guideline CM9 Clearly signed and generously sized entries to indicate primary pedestrian access.*

- Pedestrian entrances along Yorkton Avenue are generously sized.

*Guideline CM10 Visual connection to the store interior maintained through at least 75% glazing along the primary store frontage. Windows shall be transparent and clear of obstructions (e.g., posters, decorative decals, reflective and highly tinted glass, etc.) looking onto display materials and/or active uses.*

- Clear glazing is provided on most of the commercial frontage along Yorkton Avenue.

*Guideline CM13 Awnings and canopies are encouraged on all buildings with street-oriented retail at grade to form a sheltered environment for pedestrians. Other*

*commercial, light industrial and multifamily apartment residential uses shall have awnings overtop of main entrances.*

- A 0.6m eave projects from the building over the commercial uses on Yorkton Avenue. Awnings are overtop the main entrances to the apartment lobbies of the 6 storey and 4 storey buildings.

February 4, 2025

**To the Attention of:**

Yvonne Mitchell, Planner II

City of Penticton  
Planning & Land Use Department  
171 Main Street,  
Penticton, BC V2A 5A9

SURF ARCHITECTURE INC.

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604 616-0646  
www.surfarchitecture.com

RE: Development Permit Analysis Report\_R1  
235 Yorkton Avenue, Penticton BC

**5.2.2. – General Guidelines**

Site Planning and the Placement of Buildings

The proposed project comprises a 6 storey 55 suite multi-family building and a second smaller building of 4 stories with 12 suites totalling 67 suites overall. This mixed-use development will also include commercial spaces on Level one.

The existing neighbourhood includes:

Three, 12 – 14 storey residential towers to the north.

- a commercial mall to the west.
- a 4 storey multi-family development to the east.
- a restaurant/pub on the corner of Yorkton Avenue and Skaha Lake Road.
- a commercial property to the east of the pub.
- a 2-storey townhouse development to the east of the commercial property.
- single family residences to the east of the townhouses.

This proposed multi-family project is intended to fit into this neighbourhood. It will be a transition from the 3-tower development to the north, to the townhouses and single-family buildings to the south. On the east side, the second proposed 4-storey apartment building will match the neighbouring 4-storey building in height.

For this rental Multi-Family Building project, 2 easements registered against the property, have set the locations of the 2 proposed buildings for this site. A third registered easement on the east side of the site can be removed since the intended use for this Easement was never put into place.

### Pedestrian Friendly Project

The proposed project is intended to be pedestrian friendly. The ground level entry lobby of the larger building is to be entered from Yorkton Avenue. The commercial spaces are located at ground level and are accessible from the sidewalk adjacent to Yorkton. This project is approximately 50 metres from the intersection of Yorkton and Skaha Lake Road where additional transit and commercial services are provided in the immediate area.

It is easy for a pedestrian to walk through the site along a north/south axis via the driveway that leads to two covered vehicular parking garages enroute to the 3-tower development to the north. Additionally, Skaha Lake is about a kilometer away to the south, about a ten-to-fifteen-minute walk away. There is to be a ground level landscaped amenity area on the east side of this development which will also be pedestrian friendly for the residents of this project. Landscaping will be incorporated per the landscape design drawings (with low irrigation requirements).

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The water table in the area of south Penticton is fairly close to existing grade so underground parking is not practical. The 2 parking garages are therefore located at grade. There is additional vehicular parking proposed at level 2 (Building no. 4) which is accessed from a ramp at the rear of the site. The ramp is screened from the Yorkton side of the building by the building itself. There is additional surface parking for both the commercial spaces and the residences on site. Electrical car charging stations will be provided per the city of Penticton requirements.

### City of Penticton Development Permit Guides

G11 – Re: Barrier free pedestrian walkways to the primary Building entrances must be provided from municipal sidewalks, parking areas etc. - Please see drawing A-02. On Level 1, we have a front entry to a Lobby (Building No. 4) directly from the city sidewalk at Yorkton Avenue. Also, there is a rear Vestibule to allow people to access the rear Lobby from the garage through a Vestibule. Thirdly, on Level 2 (drawing A-03) there is an entry point to Building No. 4 through a Lobby/Vestibule from the rear open surface Parking area. For Building No. 5, there is a Lobby directly off of the interior roadway (Fire Lane). See drawing A-02 for this too.

G17 – On site parking location and design should minimize visual impact – We have no parking with-in the Front Yard of the buildings. The parking stalls that enter/exit off on the internal road/Fire lane now have screens at parking stalls no. 41 and 52, to visually block the view of these 2 rows of parking stalls. See Detail No. 1 on drawing No. A-09 for the proposed screen

G20 – Building Designs should respond to Penticton's setting and climate . – The 2 buildings will have windows that are located in the Building to maximize natural light and will have energy efficient construction as required by the BC Building code, 2024 edition. The project will have Landscaping that is suitable for a semi-arid (desert type) climate. The lower floors on the south side of both buildings will be have some Landscaping that can contribute to the cooling of the Building. The roof overhangs at the upper floors are larger than typical, that is they extend out from the building further than typical and will



give a little more shade to the upper windows. There are sun deflection awnings over the upper windows on the south side of Building No. 4. The roofs of both building can be lighter in colour like a grey (in colour) to contribute to keeping the buildings a littler cooler. As far as cross ventilation is concerned for the individual suites, the opening windows with-in all suites will be located to allow for enhanced ventilation through the suites.

G21 – Orientation of the building should face public spaces – The entrances to both Buildings face either a public street (Yorkton Ave. for Building No. 4) or the internal road/Fire Lane (for Building no. 5). The Commercial spaces in Building no. 4 will face Yorkton Avenue (Level 1) will have entry/exit doors from the city sidewalk at Yorkton Avenue.

G25 – It says where appropriate, stepped massing should be utilized in the buildings form. This would normally involve stepping upper exterior walls back and would result in the loss of about a dozen suites or more. This would damage the projects affordability from a developer's point of view and he may not be able to proceed with this rental development. Instead, we propose the following. For Building No. 4, on the south side in the centre of the building we have 'B' type suites. Part of the lower unit floor area would project out from the face of the building (2 to 4 feet) on Levels 3 and 4 and have a roof over them at the 5<sup>th</sup> floor. The suites on the 5<sup>th</sup> and 6<sup>th</sup> floors would then appear to step back and give a 'layer cake' look to the building. Also on Building No. 4 we have added 2'-0" deep roofs at the 5<sup>th</sup> floor line on the west elevation, on the east elevation and part of the north elevation. The wall finish above the 5<sup>th</sup> floor line roof would be a different colour and maybe even a different material. This will give the illusion of the building stepping back at the 5<sup>th</sup> floor. See Details No. 2 and 3 on drawing A-05. Please also note. Both building have a lot of articulation at their building faces with many suite (floor) projections and indents. Also, the roof facias are raised in several locations along building No. 4 perimeter too, to give the building façade a more interesting appearance.

On Building No. 5, we have made changes to just the south elevation of that building. We have added some Mechanical and Electrical rooms at Level 1 that project the Building out (south) about 11'-0". At level 2, the 'A' suite will have an enlarged bay floor area which makes the bedroom in that 'A' suite a little larger and project out from the face of the building. Also, at level 2, it will have a Deck area on the roof level over the new Mechanical/Electrical rooms at Level 1. At level 3, the exterior wall will steps back north approx. 3'-0" and will result in a 'layer cake' look for the south elevation. As noted above, Building No. 5's building façade has a lot of articulation too, to give the building a more interesting look.

G31 – Provide screening on solid walls (blank walls) – We propose to place lattice type wood screens on these blank walls and then have plants such as grape vines (see Landscape drawings to confirm and also for more information) to crawl up the wood lattice work and then enhance the appearance of those walls. The bottom of the lattice work would be above the typical car bumper heights (in parking areas) See Detail No. 4 on drawing no. A-09.

G33 – Water conservation and Plant Maintenance – See the Landscape Architect's drawings.

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G37 – Stormwater management for the site – See the letter or report from the project's Geotechnical Engineer regarding this issue.

G35 to G41 – These are primarily Landscape issues and will be addressed by the Landscape Architect.

G42 – Hardscape issues – The internal road (fire lane) and Parking areas will be finished with asphalt paving. However, at grade, there will be 5,624 sq. Ft. (522.500m<sup>2</sup>) of Landscaping on the south, east and north parts of the site. See the Landscape Architects drawings for more information.

G52 – Signage on the Buildings – On Building No. 4, it is proposed to have individually placed neon signs placed in the upper part of the windows (facing Yorkton) of the 3 Commercial spaces. Additionally, 1 surface mounted sign will be located over /beside the entrance point to the Apartment building Lobby (also facing Yorkton) indicating the apartments name and address. Building No. 5 will also have a sign over the entry point to the apartments Lobby. All signage is to conform to the requirements of the bylaws of the city of Penticton and will be applied under separate permit later and its possible that a different type of signage will **actually** be used for the two buildings.

G61 to G63 – Regarding Fencing at the properties perimeter. There is to be a 6'-0" high fence approx. 190'-0" in length at the east property line only. It will probably be chain link with plastic/vinyl privacy screen woven through the chain link fencing to dis-allow anyone seeing through the fence from the neighbouring property. See drawing A-02. Also see landscape drawings.

MF3 – Amenity Spaces should incorporate vegetation – On level1/Site plan we have an Amenity area with some vegetation. On level 2, at Court No.1 – we have some vegetation too. See drawings No. A-02 and A-03. There is some vegetation along Yorkton Avenue that will remain as is. See landscape design drawings.

MF5 – Electric car charging – will be provided in the 2 at grade car Parking garage. See Notes on drawing A-10.

MF6 – Entrances to Lobbies – The main Apartment lobby on Level 1 will be connected to the sidewalk at Yorkton Avenue for public access.

### 5.3.2. -Multi-Family Residential Development Permit Area

The project comprises two apartment buildings. One is 6 stories in building height and the second building is 4 stories in building height. The larger building has 55 suites, the second building has 12 suites. The larger building features mostly 2-bedroom suites but has a few one bedroom and 3-bedroom suites. The second building has 12 – 2-bedroom suites. Both buildings have at grade parkades under them and additional on-site surface parking nearby.

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WHITE ROCK BC V4B 0C4

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## Architecture

The architectural style of the building is contemporary with colours and materials that reflect the local landscape. Materials range from cultured stone at the base of the 2 buildings to 3 colours of fibre-cement panels, located on the upper part of the buildings. The proposed building massing includes individual exterior decks for each of the residential suites. For security and CPTED (Crime Prevention Through Exterior Design), Yorkton is directly visible from a number of suites, in addition, all internal site areas are visible from the individual apartment suites. Adequate security lighting will also be provided during detail design.

### 5.3.3.7 – Commercial and Mixed Use areas of the project

The commercial part of the project facing Yorkton Avenue has a generous amount of glazing in the exterior wall to encourage visibility and patronage of these establishments. The area of the commercial space is about 3,732 sq. ft. (346.703 m<sup>2</sup>). There will be appropriate signage providing advertising for the businesses which is visible from street level, but not from the residential suites above. The entry and lobby to the larger apartment building is on the south face of the project at grade level. An accessible main entrance to the apartment suites is prominently visible from Yorkton.

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## Additional Site Information

### Landscape Design

Since this proposed project is to be located in an arid environment, the proposed landscaping of drought tolerant shrubs and other plants will be selected to work in this eco system. Volcanic rocks etc. will be provided as ground cover. Some lawn areas and hardscaped areas will be provided along the east side of the site and will function as a landscaped amenity area. Landscape drawings will be provided with more information.

### Hardscape areas

A large portion of the site is covered by the two buildings or hardscape surfaces. There is an internal paved road which is a required fire-lane that bisects the site on a north/south axis. Additionally, there is to be on-site parking located along the afore mentioned fire lane. On a portion of Level 2 of the larger building (Building 4), additional vehicular parking is provided.

### Waste and Recycling

A waste and recycling area has been located at the north of the end of the site, garbage and recycling pick-up will be contracted to collect the waste and recycling bins on a routine schedule. See drawing A02 for more information, i.e. the size of the recycling and garbage enclosure.

## Proposed Variances:

### Proposed Building No. 4:

#### 1.) Building projections into front, rear and side-yard setbacks

- a.) In the west side-yard setback - We have located the at-grade parking garage along the west property line. It accommodates vehicular parking, an amenity room and storage spaces for the building residents. It also accommodates a required exit corridor (on a registered Easement on the property) for the commercial building just to the west of this new development. The upper part of the building generally conforms to the 4.500m setback except at a balcony/deck projection of the 'D' suite. This balcony/deck extends into the setback and will therefore require a variance as per 10.5.2.7. See drawing A-04.

As noted, part of the upper part of the new Building (Building no. 4) will require a variance to the required 4.500m side-yard setback. We have a corner of Deck/Balcony that will reduce the distance to 2.802m, from that Deck to the west property line. The deck is rectangular in shape but the area of the deck that crosses over that setback line is triangular in shape because of the angle of the western property line. This means that about ½ of the deck extends beyond the setback line. Most of the upper part of Building no. 4 on the west side of the building is behind the 4.500m set back line except 2 of the building's corners and only by a few inches. Most of the apartment suite (Suite D) is behind the 4.500m set back line.

The at grade Parking Garage (including storage spaces, Amenity room etc.) is to be located right next to the western property line. Normally a 4.500m sideyard setback is required here. However If we did this, a vacant space would be created between the new Garage and the existing Commercial building located on the property immediately to the west of the west property line. This would provide unwanted opportunities for a tent city to be created for people with-out a home to locate. Placing the Garage right next to the west property line will not allow this. The new buildings design will also protect the required 1.50m wide easement/right-of-way covenant to exit from the existing neighbouring Commercial building to exit to the north and to the south of this exit in an enclosed corridor. See drawing A-02.

Also, on the west side of Building No. 5, at Level 1, at the south – west corner of the Commercial part of the building. A portion of the building crosses over the west side-yard setback line in a triangular fashion. This includes part of the floor area of CRU No. 1, the roof overhang over (at Level 2) and the two out-rigger' type columns. One of the columns is located where the 2 roof overhangs meet. A variance will also be requested and needed for this part of Building No. 5 at this location too because of the angled west property line, Bylaw reference 10.5.2.7. Please note: there will still be about 6'-3" clearance from the west face

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of the 'out-rigger' column to the west property line to allow people to have adequate room to walk past this column to safely leave the site. See drawing A-02.

- b.) On the north side, a variance will be required for the at-grade parking garage and car ramp that extends to the North property line. However, the building above level 1 conforms to the 6.000m rear yard setback as per 10.5.2.9. No other variance are requested for the north side.

This is the rear of the site. This where the ramp up to the upper-level Parking area is to be located right up to the north property line. It should be noted that on the 3 Tower site just to the north of our site, it also has a ramp located next to its south property line that leads up to the 2<sup>nd</sup> level parking for that project. So, both projects have ramps in close proximity to each other then.

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- c.) On the east side - no variances required.

#### Proposed Building No. 5:

- 2.) Building projections into the front, rear and side-yard setbacks. The at-grade parking garage conforms to city bylaw setbacks.
- a.) Along the front-yard, no variances are requested as per RM-3, 10.5.2.6.
- b.) Along the west side-yard, no variances are requested.
- c.) On the north side, no variances requested.
- d.) On the east side of the building, there are up to 4 balcony/decks per floor on all 3 floors as per RM-3, 10.5.2.7 (per floor) that may require a variance because they project into the east side-yard greater than 600mm. On the east side of the building, 4 balconies/Decks per floor – As per the bylaw, the Decks can project into the side yard setback up to 600mm (2'-0"). Normally, the side yard setback distance is 4.500m. The proposed setback to the nearest point on Building no. 5 will be 13'-6" (4.115m) and to the Deck will be 10'-7" (3.225m). The reason for this requested variance is because we have had to squeeze an apartment building between the Fire Lane on the west side of the building and the side yard setback on the east side of the building. The building will have apartments only on one side of the public corridor (in the building). This isn't very efficient in design, having apartment suites on only one side of the Public Corridor but with the new Building Code requirements (for bathrooms and maneuvering) sizes and clearances with-in the individual apartment suites, we can't make the suites smaller and so they 'spill over' into the side yard setback a little.

#### Other Development Issues:

- 1.) We are proposing to move the existing Bus Top from its present location on Yorkton Avenue to a location approx. 88'-0" (26.882m) to the west on Yorkton. See drawings A-02 for this.

- 2.) Regarding the Amenity spaces provided for this project. This proposal meets the amount of Amenity spaces required by Bylaw (10.5.3.2 and 10.5.3.3), however the proximity (distance) to the rental suites may be exceeded.
- 3.) There are two existing telephone poles located just South of Yorkton Avenue, The developer intends to leave these two poles in the present locations. The situation regarding the location of the Electrical wires is addressed elsewhere in our submission to the city.
- 4.) For additional information, see the 'Notes' section on drawing A-10.
- 5.) The allowance of commercial spaces, at ground level, fronting Yorkton Avenue, total approximately 3,732 sq. ft. (346.703m<sup>2</sup>)
- 6.) The location of the required amenity spaces. This development meets the amenity area required per the city Bylaw. Per bylaw (10.5.3.2 and 10.5.3.3), however, the proximity or distance to the rental units may exceeded through.
- 7.) Other city regulations - (10.5.4.1). This development has a site coverage of hard surfacing that is more than the 60 % (typically allowable). A variance will therefore be required to allow 88% site coverage of hard surfacing.

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Variance requested for this. Again, because of the awkwardness of the developable site area with the right-of-way easement (Fire Lane) that basically bisects the site from south to the north side of the site, (which is actually for the benefit of the 3 Tower site on the north side), we have a lot of hard surfacing on this site. We have a little more parking on site than we require but no one ever complains of too much parking on site, but this means more hard surfacing too.

- 8.) Landscape Buffer at Property Lines – Normally, this development would require a landscape buffer along the northside of the site. We are proposing that this not be required for this development for the entire North property line as per Zoning bylaw 5.2

This development normally requires a Landscape buffer along the entire north side of the site. We are requesting a variance that would allow this development to not have to have landscaping along the entire north property width. It should be noted that the Parking Garage ramp is proposed to be right next to the north property line. The Fire Lane is to the east of the car ramp. There is room for some Landscaping between the Garbage/Recycling area and the east property line by about 48'-0" in length, located on the east side of the site. See drawing A-02.

If the city needs additional information for these requested variances or additional needed variances that we have not identified yet, SURF will be pleased to supply such information at that time for the proposed mixed-use project at 235 Yorkton Avenue.

Should you need further clarifications or additional information, please feel free to contact the undersigned.

Sincerely,



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Mark Koropecy, Architect AIBC

Cc: *Bill vant Geloof*  
*John vant Geloof*  
*Roger Jackson*

## Development Variance Permit

Permit Number: DVP PL2024-9917 (Major)

Property Owner  
Property Address

### Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.
2. This permit applies to:
  - Legal: Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049
  - Civic: 235 Yorkton Avenue
  - PID: 030-272-319
3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2024-22 to allow for the construction of a 6-storey mixed use building and 4-storey apartment building, as shown in the plans attached in Schedule 'A':
  - a. Section 10.5.2.3 to increase the maximum lot coverage from 50% to 62%
  - b. Section 10.5.2.7 to reduce the minimum interior side yard (west) from 4.5 m to 1.8 m.
  - c. Section 10.5.2.9 to reduce the minimum rear yard from 6.0 m to 0.0 m.
  - d. Section 10.5.3.1 to reduce the amount of amenity space from 20m<sup>2</sup>/unit to 17m<sup>2</sup>/unit.
  - e. Section 4.9 to permit eaves, patios, balconies, and an open stairway to project a maximum of 2.7 m into the interior side yard setback (west).

### General Conditions

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



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

Authorized by City Council, the \_\_\_\_ day of \_\_\_\_\_, 2025.

Issued this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

---

Angela Collison  
Corporate Officer





# PENTICTON MULTI-FAMILY RENTAL PROJECT BUILDING NO. 4 & 5

235 YORKTON AVE  
PENTICTON, BC

**SURF**  
ARCHITECTURE

SURF ARCHITECTURE INC.

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CONTACT: MARK KOROPECKY  
CELL: 604 562-2442  
EMAIL: mark@surfarchitecture.com

STARLINE ENTERPRISES LTD  
4479 GASPARDONE  
ROAD,KELOWNA BC V1W 5A7

OWNER

ARCHITECTURAL

STRUCTURAL

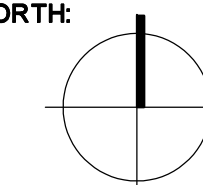
ELECTRICAL

CONSTRUCTION

A-0.0	COVER SHEET	A-09	SCHEMATIC CROSS SECTIONS A-A, B-B, C, D, DETAILS
A-01	KEY PLAN (SITE PLAN)	A-10	SCHEMATIC CROSS SECTIONS F, G, H, J
A-02	SITE PLAN / LEVEL 1	A-11	BUILDING 4 SOUTH & EAST ELEVATIONS
A-03	LEVEL 2 FLOOR PLAN	A-12	BUILDING 4 NORTH & WEST ELEVATIONS
A-04	BUILDING NO. 4&5 FLOOR PLANS	A-13	BUILDING 5 ELEVATIONS
A-05	BUILDING NO. 4&5 FLOOR PLANS	A-14	BUILDING 4 PHOTOREALISTIC RENDERINGS
A-06	APARTMENT SUITE PLANS A&B	A-15	BUILDING 4&5 PHOTOREALISTIC RENDERINGS
A-07	APARTMENT SUITE PLANS B1 & C		
A-08	APARTMENT SUITE PLANS D & E		



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6.	2025-04-10	RE-SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
7.	2025-02-28	RE-SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
5.	2025-01-13	RE-SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
4.	2024-10-15	SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
3.	2024-09-10	SUBMITTED FOR CDP PLANNING DEPT. REVIEW
2.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR PRELIMINARY REVIEW

ISSUES:

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STAR-LINE ENTERPRISES  
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KELOWNA, BC  
V1W 5A7

PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

DRAWING TITLE:

KEY PLAN (SITE PLAN)

PROJECT NO:

2024 10

DRAWN BY:

RJ

CHECKED BY:

RJ

DATE:

JUNE 13, 2024

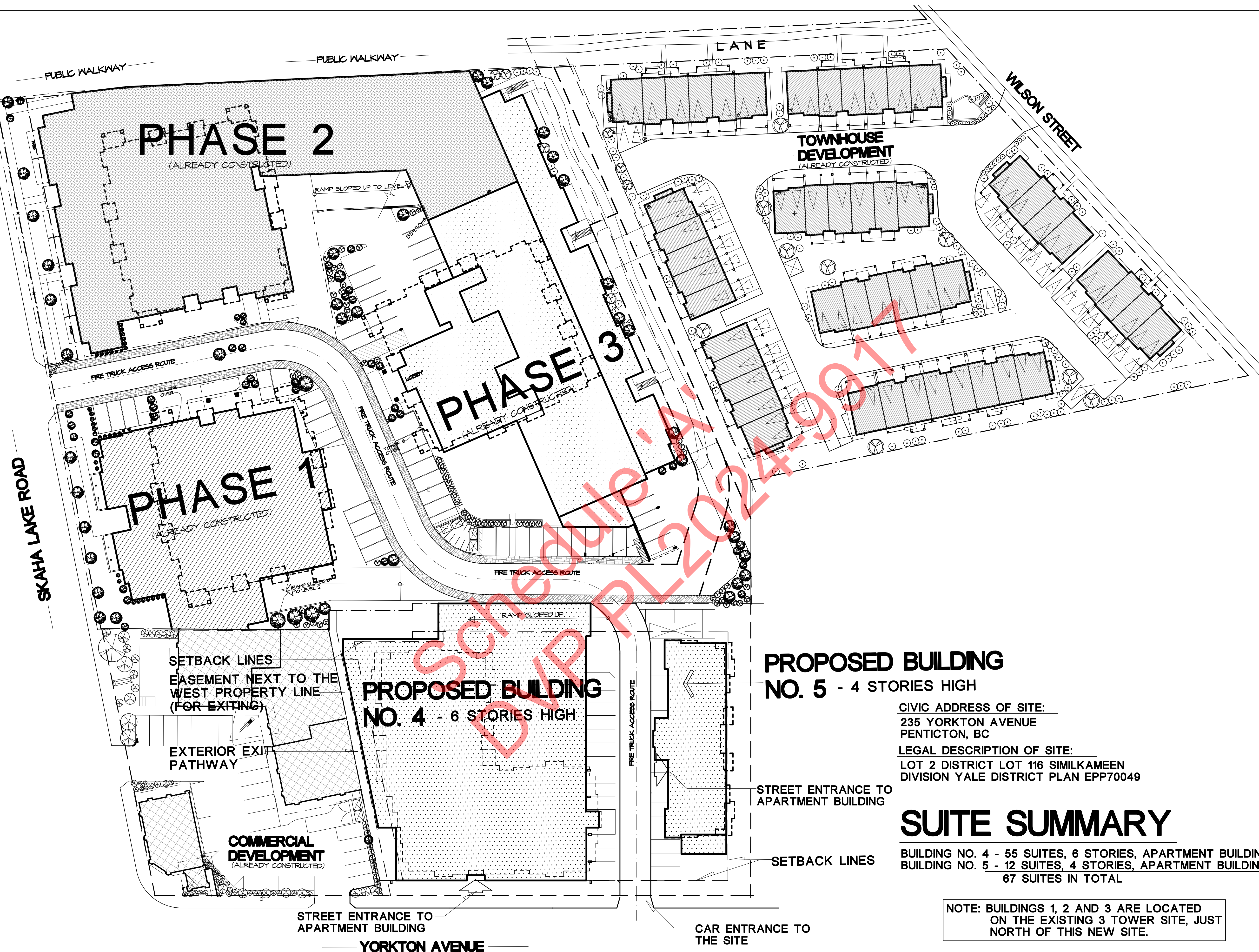
SCALE:

1" = 30'-0"

REVISION NO.

DRAWING NO.

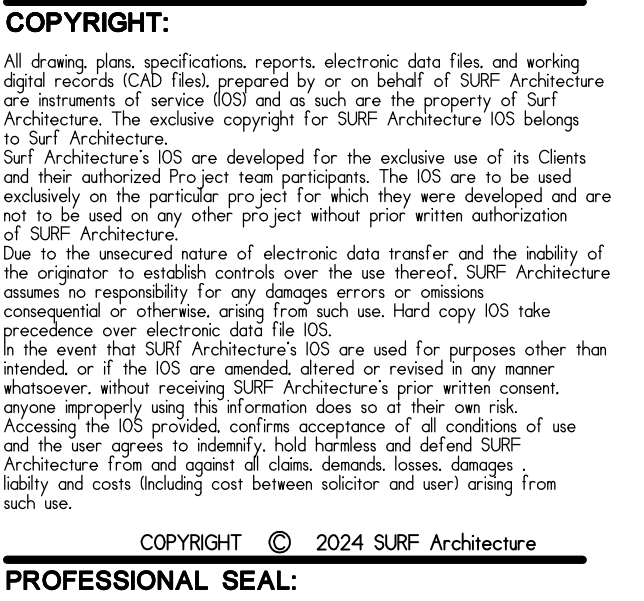
A-01



## 1 KEY PLAN/SITE PLAN

SCALE : 1" = 30'-0"





8.	2025-04-30	RE-SUBMITTED TO CAP PLANNING FOR REZONING AND D.P. APPLICATION
7.	2025-04-10	RE-SUBMITTED TO CAP PLANNING FOR REZONING AND D.P. APPLICATION
6.	2025-01-13	RE-SUBMITTED TO CAP PLANNING FOR REZONING AND D.P. APPLICATION
5.	2024-10-15	SUBMITTED TO CAP PLANNING FOR REZONING AND D.P. APPLICATION
4.	2024-10-14	MINOR PARKING ANALYSIS CHANGES REQUESTED AND PROVIDED
3.	2024-09-10	SUBMITTED TO CAP PLANNING DEPT. REVIEW
2.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

**ISSUES:**



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CLIENT:

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V1W 5A7**

**PROJECT:**  
**PENTICTON MULTIFAMILY**  
**RENTAL PROJECT**  
**BUILDING NO. 4 AND 5**  
**- 67 SUITES OVERALL**

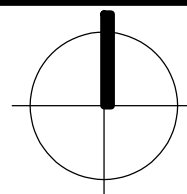
**PROJECT ADDRESS:**  
**235 YORKTON AVENUE**  
**PENTICTON, BC**

**DRAWING TITLE:**  
**SITE PLAN/LEVEL 1,**  
**NOTES, STATISTICS**

PROJECT NO:	
2024 10	
DRAWN BY:	CHECKED BY:
RJ	
DATE:	
JUNE 13, 2024	
SCALE:	
1/16" = 1'-0"	
REVISION NO.	DRAWING NO.



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7.	2025-04-10	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
6.	2025-01-13	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
5.	2024-10-15	SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-07-19	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

## ISSUES:

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## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

## PROJECT ADDRESS:

235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

**LEVEL 2 FLOOR PLAN**

## PROJECT NO.:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

## SCALE:

1/16" = 1'-0"

## REVISION NO.

## DRAWING NO.

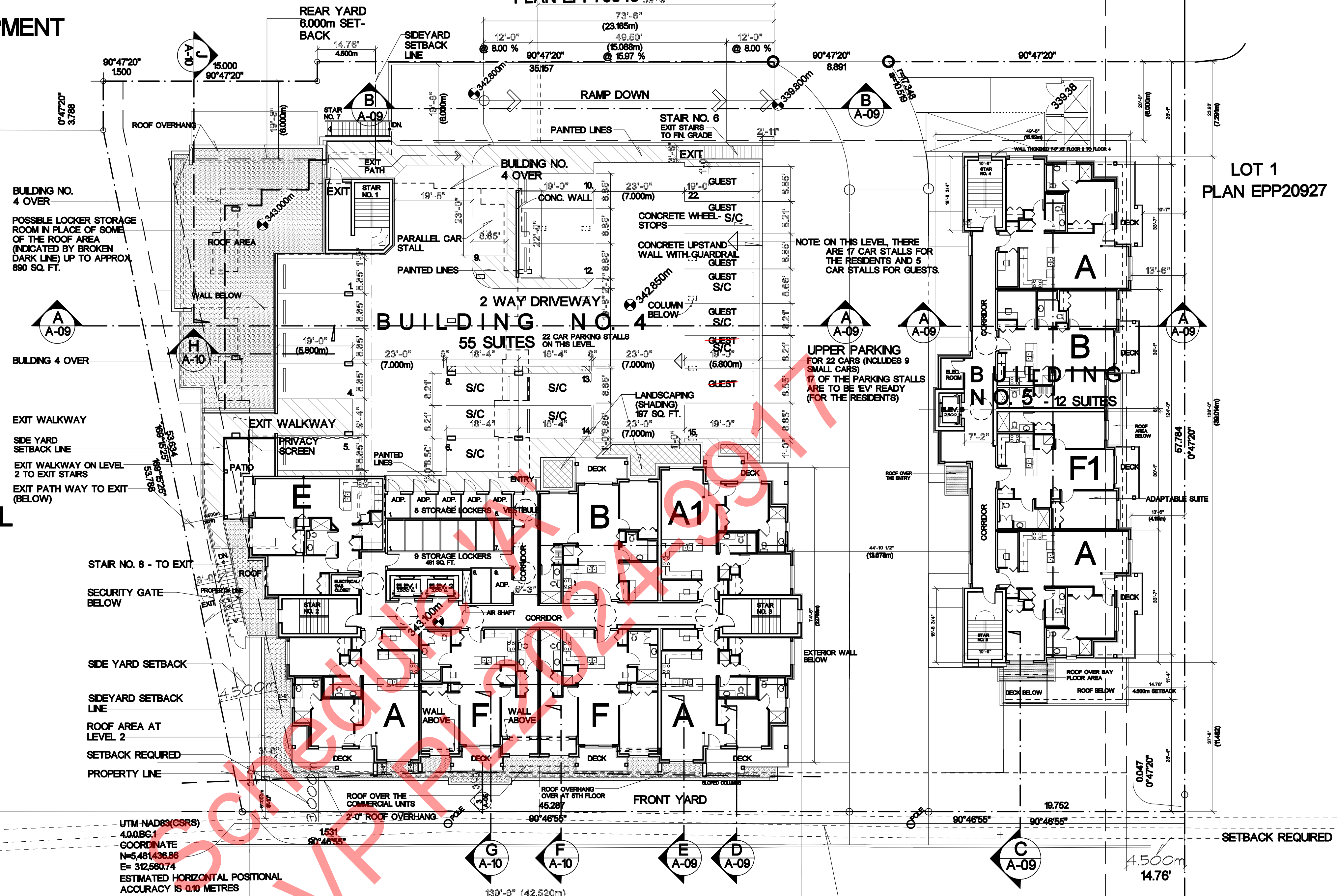
**A-03**

# EXISTING HI-RISE RESIDENTIAL DEVELOPMENT

LOT 1  
PLAN EPP70049 59'-8"

LOT 1  
PLAN EPP20927

## EXISTING COMMERCIAL DEVELOPMENT



## LEVEL NO. 2

SCALE: 1/16" = 1'-0"

LEVEL 2 - 8,885 SQ. FT. (BUILDING NO. 4)  
- 4,998 SQ. FT. (BUILDING NO. 5)

## F.A.R. CALCULATIONS

AREA OF BUILDING ON LEVEL 2 (RESIDENTIAL SUITES) = 8,885 SQ. FT. (GROSS FLOOR AREA)

THEN: 8,885 SQ. FT. MINUS 2 EXIT STAIRS AREAS OF 434 SQ. FT. PLUS THE ELEVATOR OF 113 SQ. FT. = A NET FLOOR AREA = 8,338 SQ. FT. (774,600m<sup>2</sup>)

NOTE: THE LOCATION OF THE EXISTING ELECTRICAL WIRES ALONG YORKTON AVENUE HAS BEEN ESTABLISHED BY THE SURVEYOR EMPLOYED BY THE DEVELOPER - STARLINE ENTERPRISES LTD.

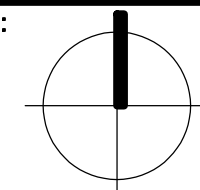
## NOTES:

ADP. - ADAPTABLE SUITE STORAGE LOCKER ( 6 LOCKERS ON THIS LEVEL)

THE TWO SUITES LABELLED 'F' AND 'F1' ARE THE ADAPTABLE SUITES



NORTH:



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7.	2026-04-10	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
6.	2026-01-13	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
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ISSUES:

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V1W 5A7

PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

PROJECT ADDRESS:

235 YORKTON AVENUE  
PENTICTON, BC

DRAWING TITLE:

**LEVEL 2 FLOOR PLAN  
FOR CAR MANUEVERING**

PROJECT NO:

2024 10

DRAWN BY:

RJ

CHECKED BY:

DATE:

JUNE 13, 2024

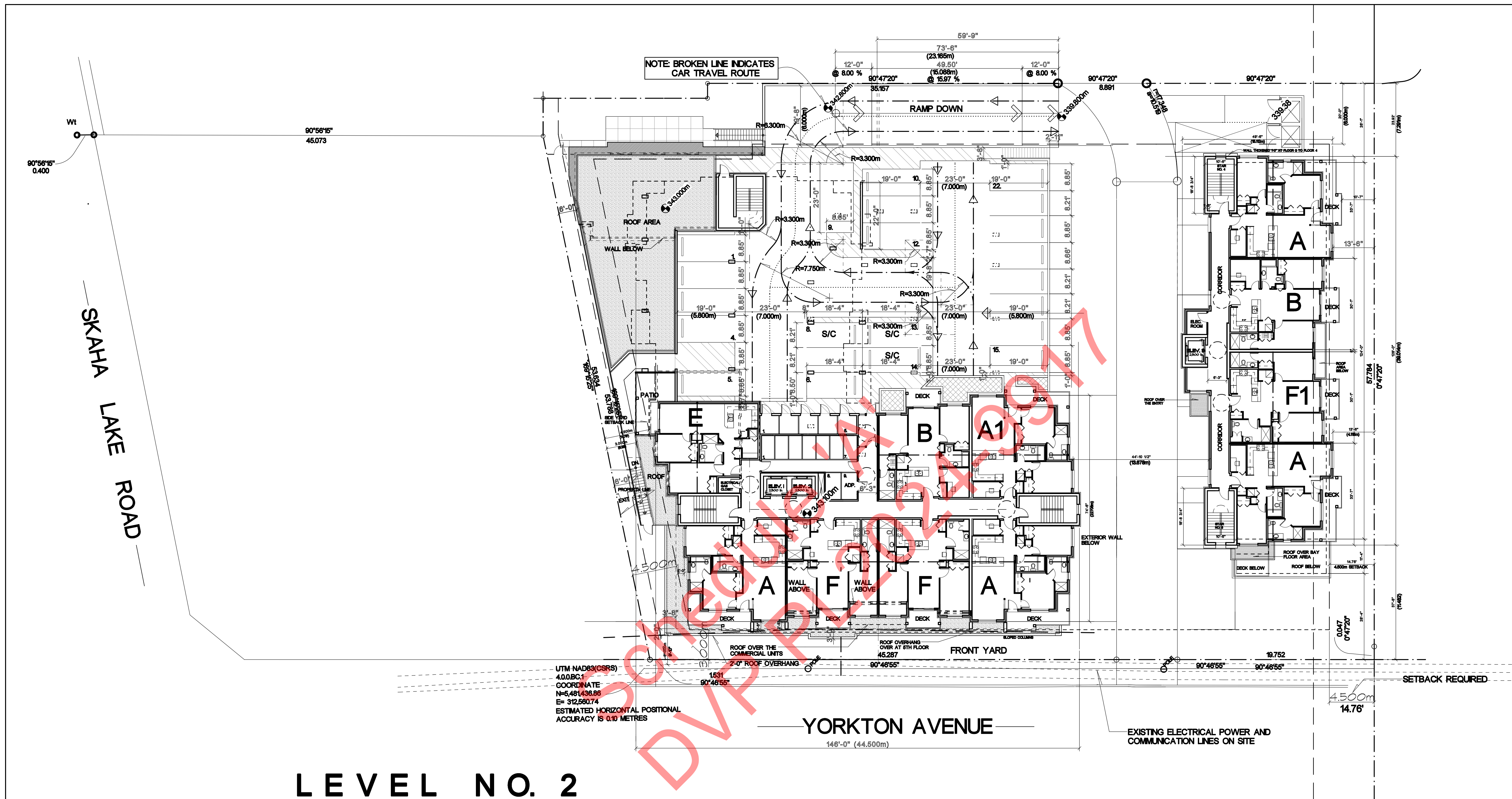
SCALE:

1/16" = 1'-0"

REVISION NO.

DRAWING NO.

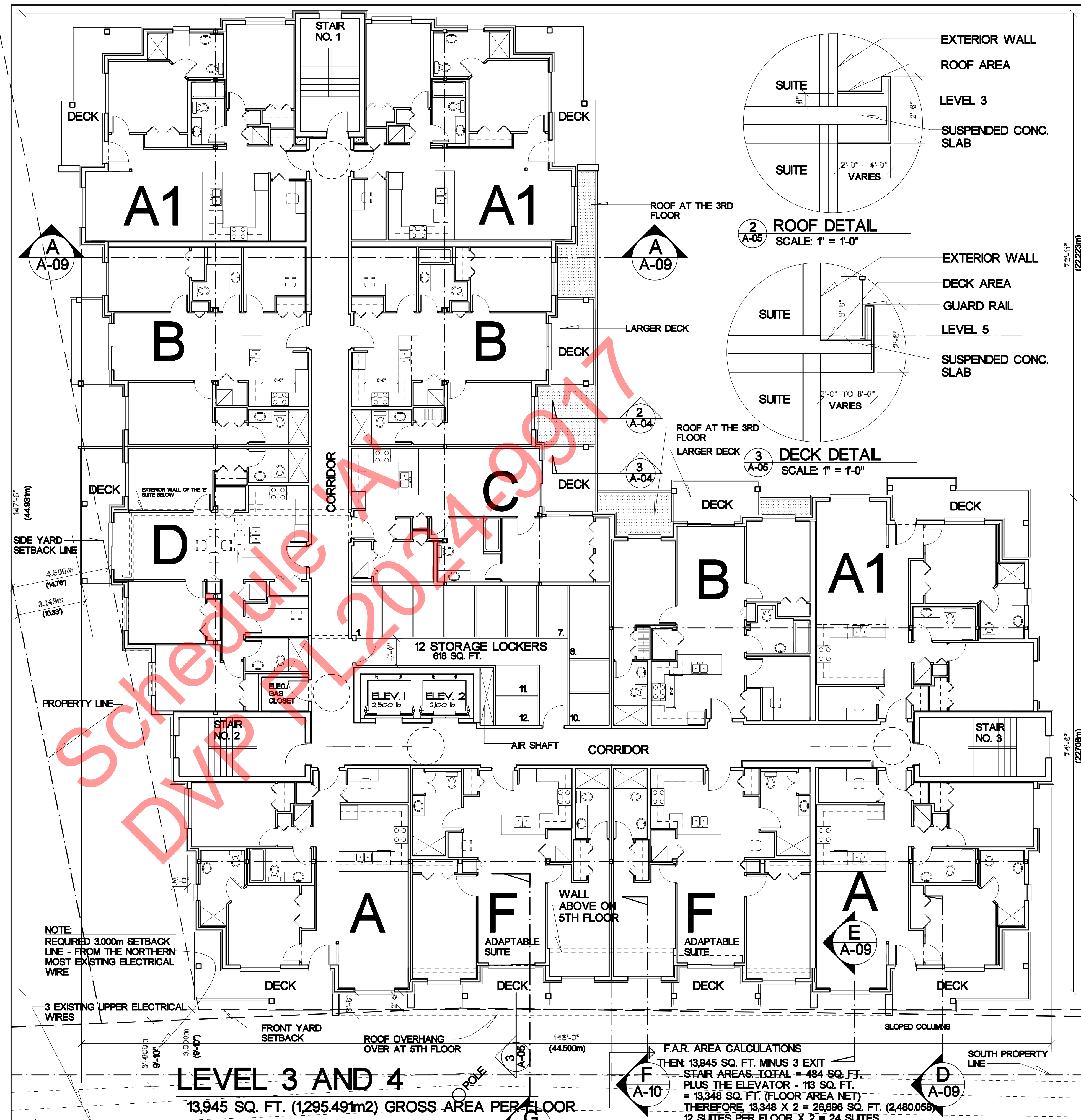
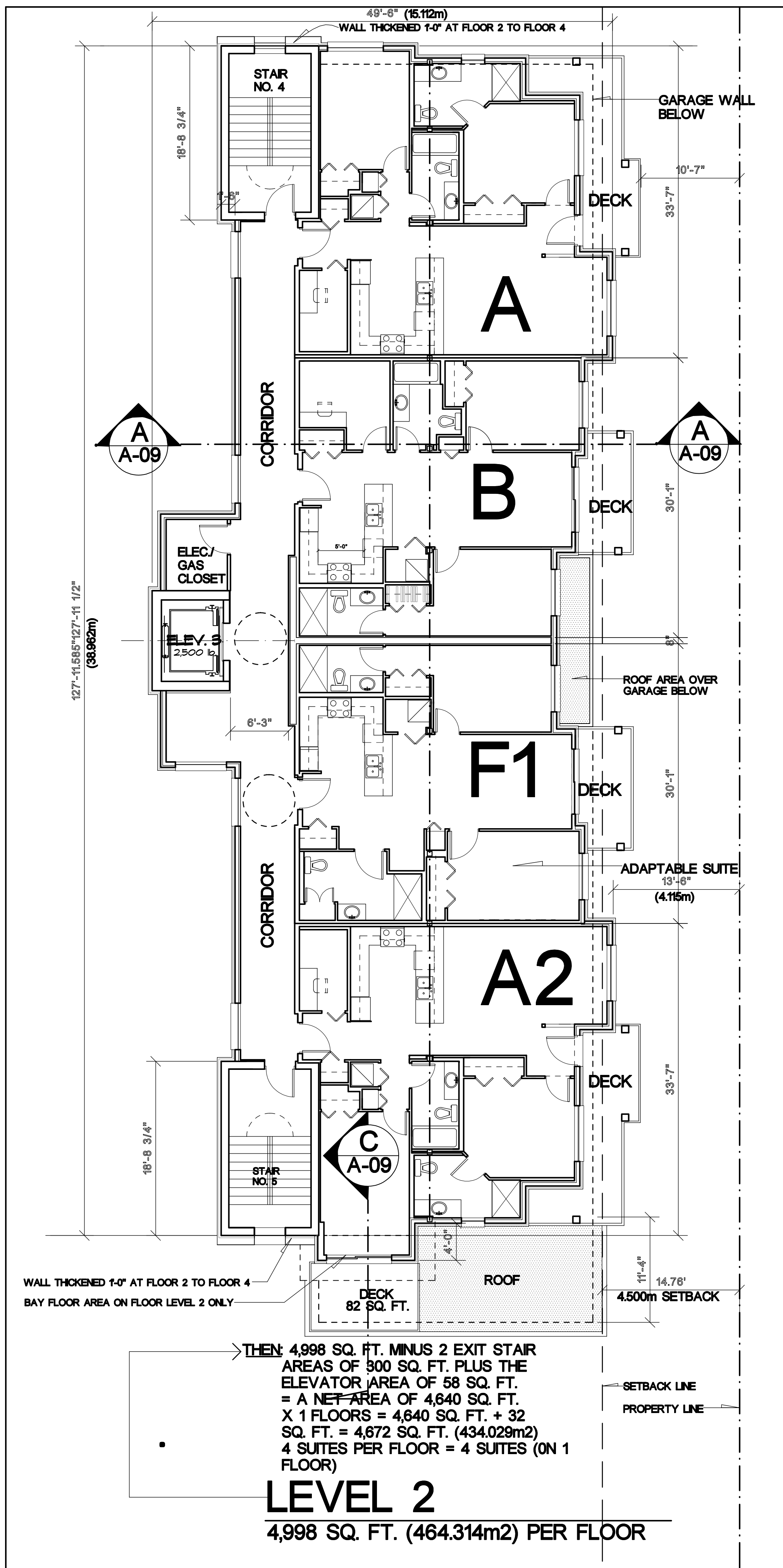
A-03A



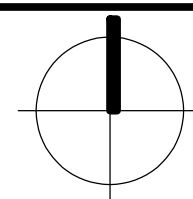
## LEGEND

INDICATES A VEHICLE (AND THE DIRECTION THE VEHICLE IS GOING)





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7.	2025-02-28	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND DP APPLICATION
6.	2025-01-13	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND DP APPLICATION
5.	2024-10-15	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND DP APPLICATION
4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
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## PROJECT:

**PENTICTON MULTI-FAMILY RENTAL PROJECT**  
**BUILDINGS NO. 4 & 5**  
**- 67 SUITES OVERALL**  
PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

**BUILDINGS NO. 4 AND 5**  
**FLOOR PLANS, LEVELS 3 AND 4 (IN BUILDING 4)**  
**AND FLOORS 2 (BUILDING 5)**

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

RJ

## DATE:

JUNE 13, 2024

## SCALE:

1/8" = 1'-0"

## REVISION NO.

## DRAWING NO.

A-04

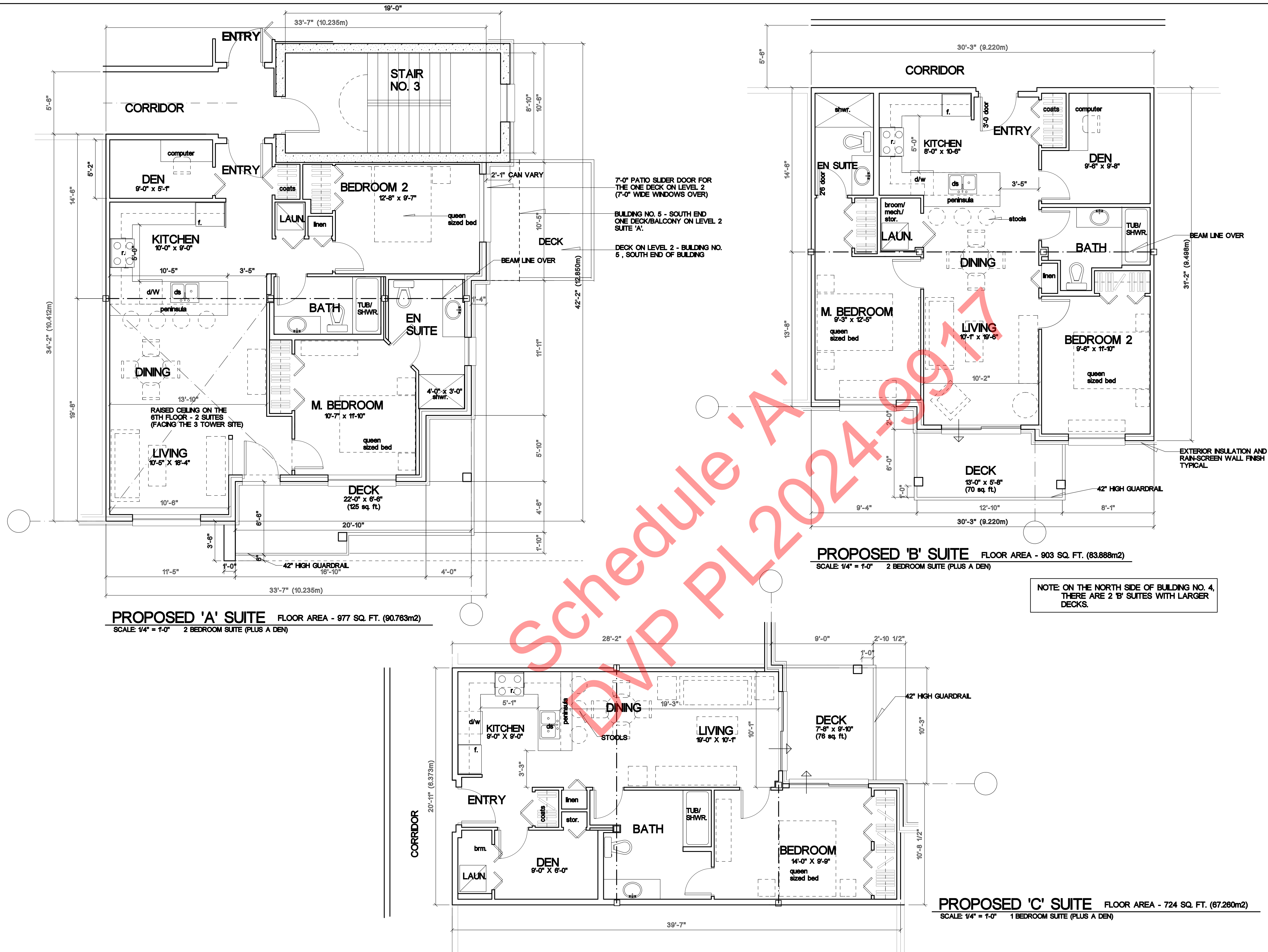




**A-05**



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5.	2024-10-15	SUBMITTED TO CIP PLANNING FOR REVIEWING AND D.P. APPLICATION
4.	2024-09-10	SUBMITTED TO CIP PLANNING FOR DEPT. REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
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4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

## PROJECT:

PENTICTON MULTI-FAMILY RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

APARTMENT SUITE PLANS - A, B AND C

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

## SCALE: AS SHOWN

AS SHOWN

## REVISION NO.

## DRAWING NO.

A-06

## 1 APARTMENT SUITE PLANS - A, B &amp; C

SCALE: 1/4" = 1'-0"

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5.	2024-10-15	SUBMITTED TO CIP PLANNING FOR REVISION AND CIP APPLICATION
4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
3.	2024-08-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-08-12	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

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## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

## PROJECT ADDRESS:

235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

APARTMENT SUITE  
PLANS - D AND E

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

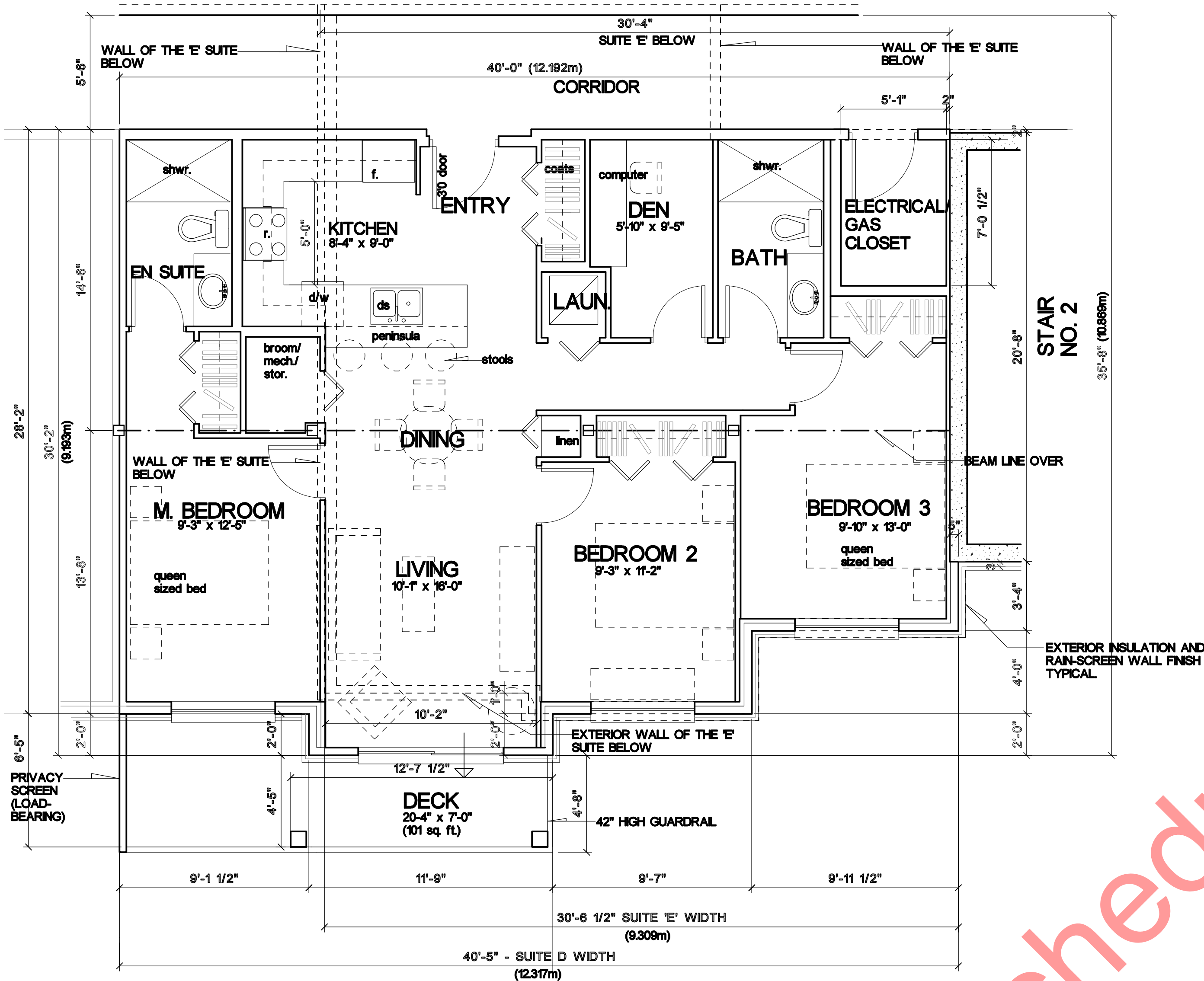
## SCALE: AS SHOWN

AS SHOWN

## REVISION NO.

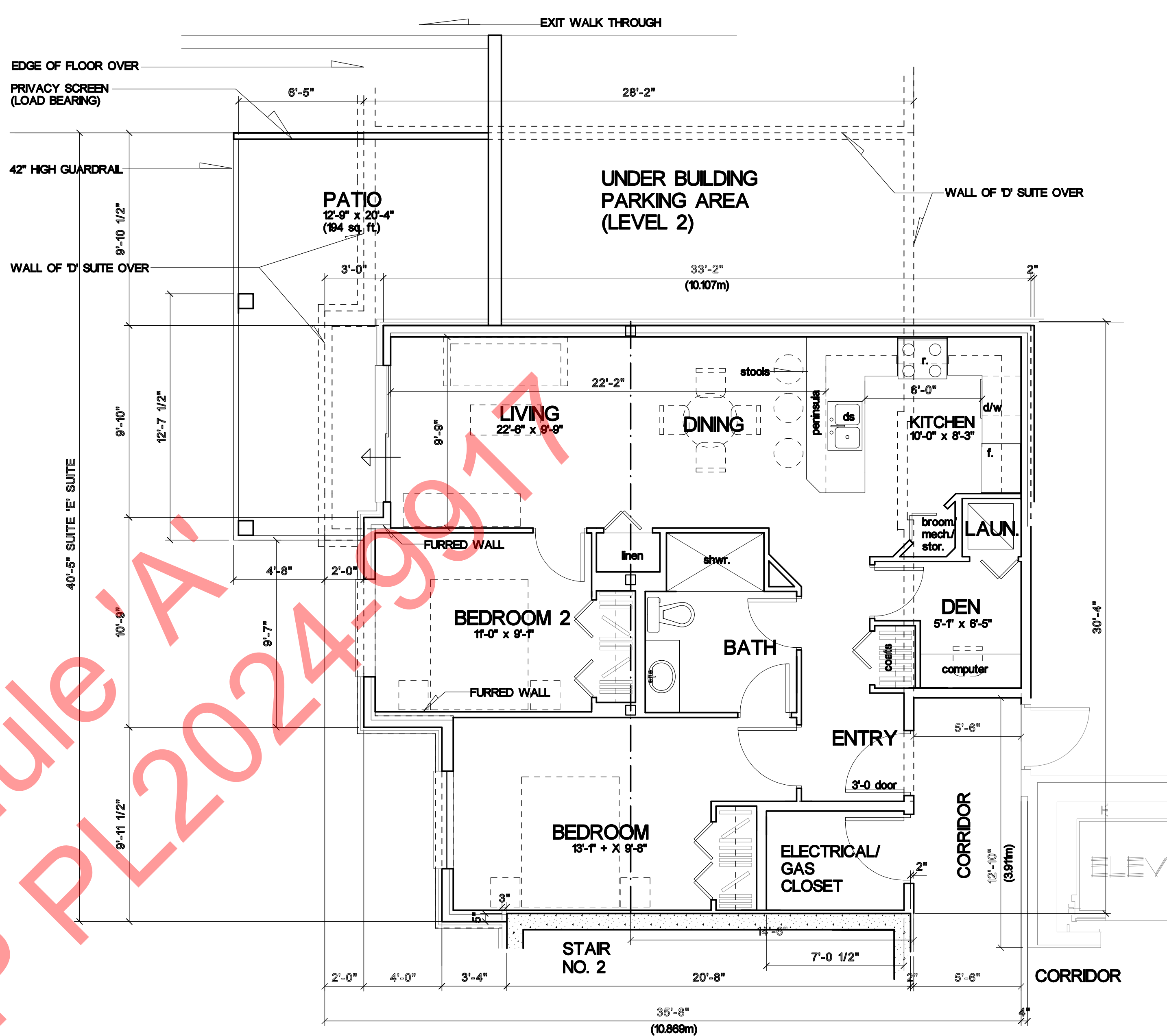
## DRAWING NO.

A-07



**PROPOSED 'D' SUITE** FLOOR AREA - 1,071 SQ. FT. (99.496m<sup>2</sup>)

SCALE 1/4" = 1'-0" 3 BEDROOM SUITE



**PROPOSED 'E' SUITE** FLOOR AREA - 885 SQ. FT. (82.217m<sup>2</sup>)

SCALE 1/4" = 1'-0" 2 BEDROOM SUITE



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4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-08-12	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

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V1W 5A7

## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

## PROJECT ADDRESS:

235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

**APARTMENT SUITE  
PLANS - F AND F1  
(ADAPTABLE SUITES)**

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

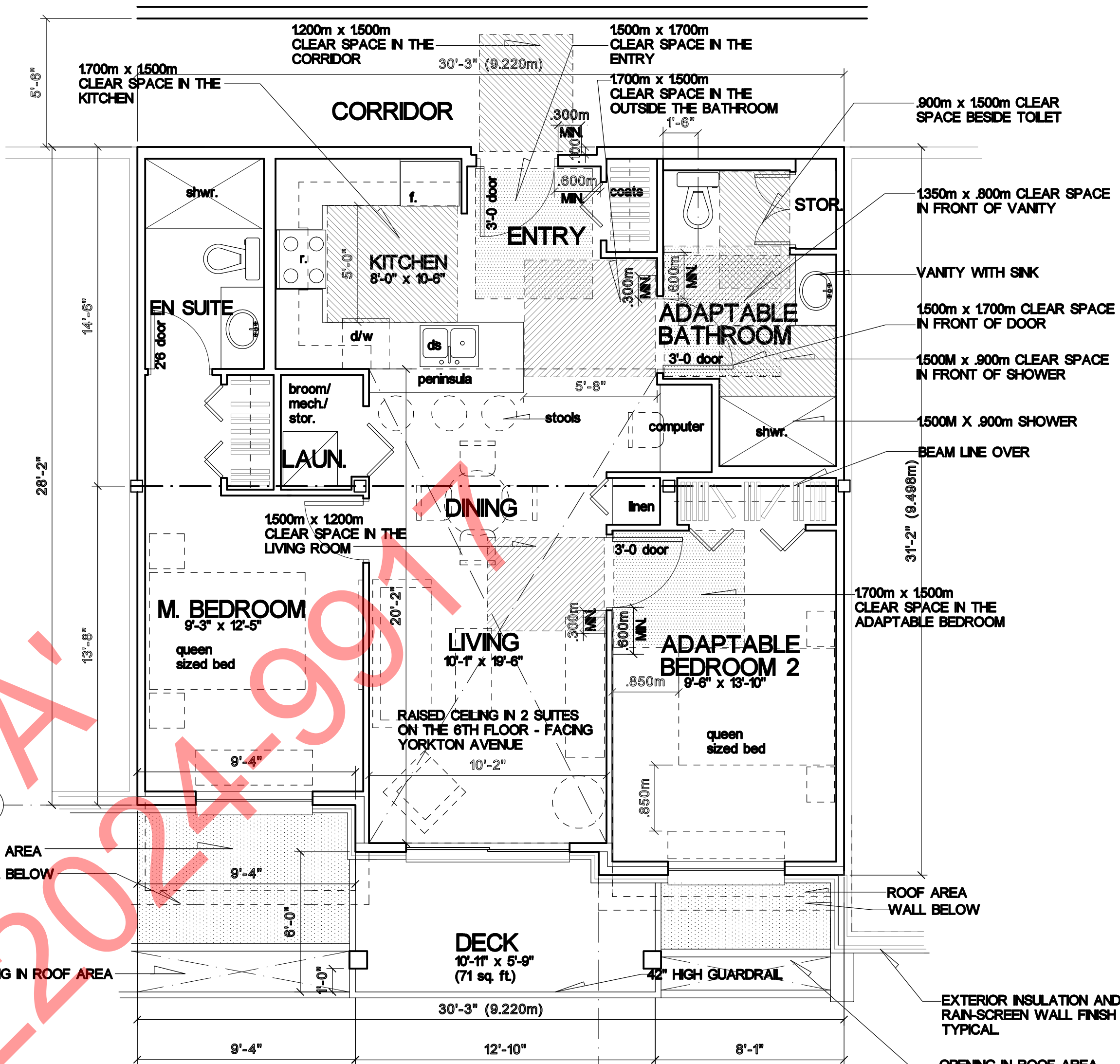
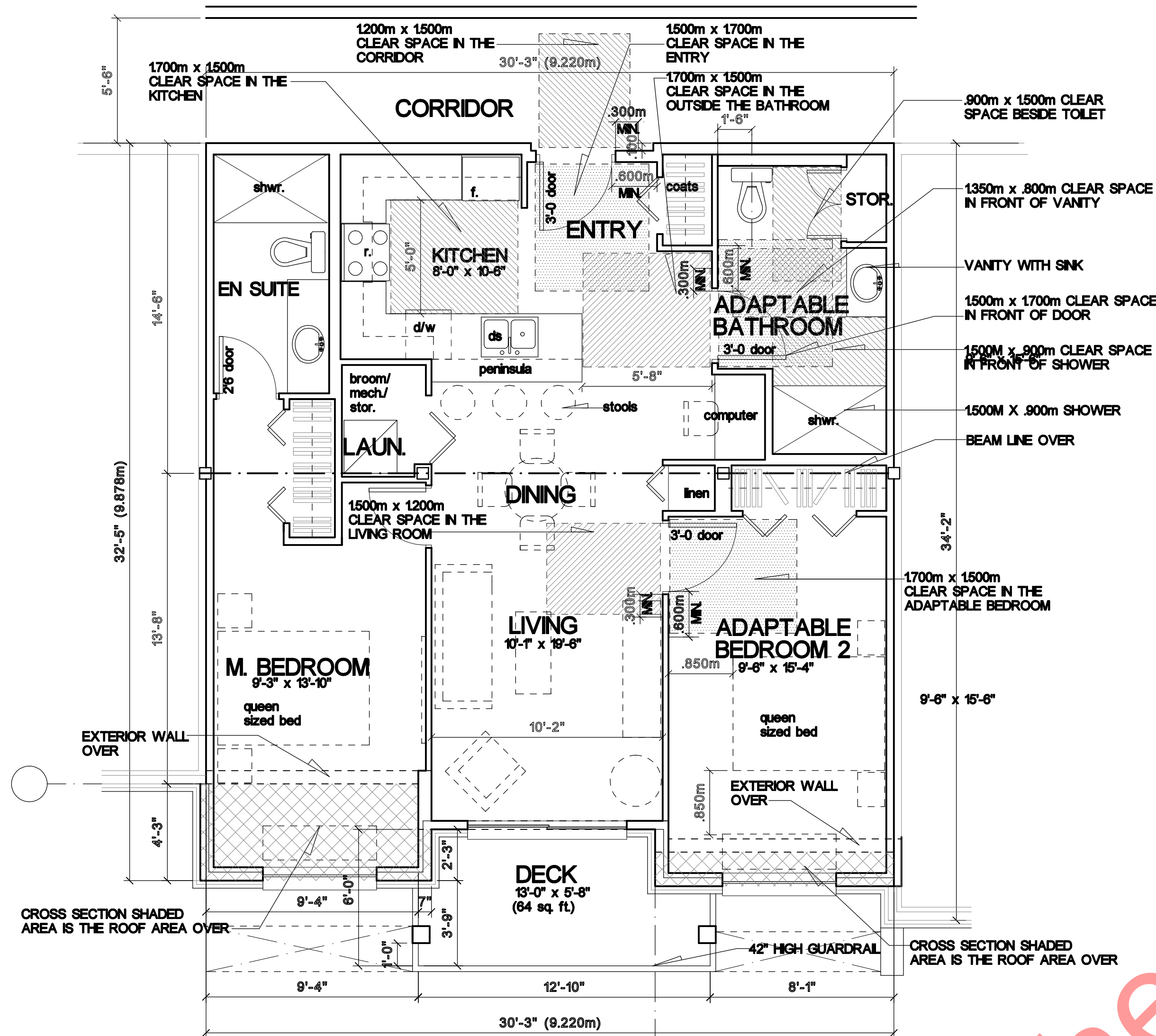
## SCALE: AS SHOWN

AS SHOWN

## REVISION NO.

## DRAWING NO.

A-08



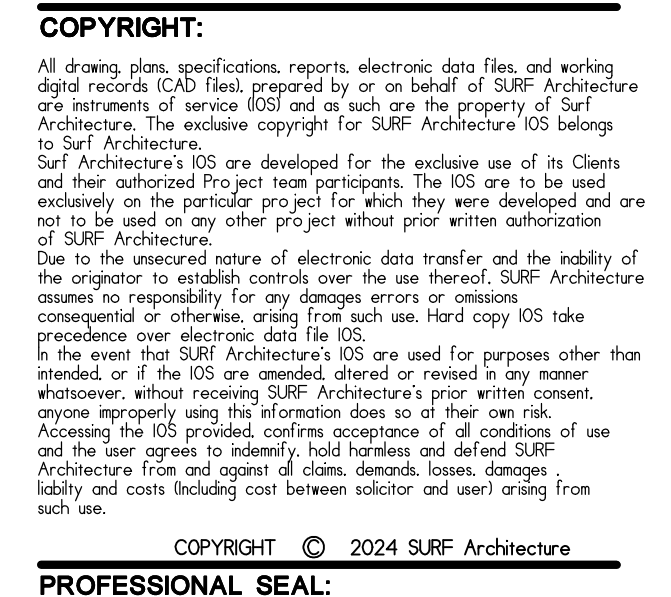
## LEGEND

- 1500m X 1700m (OR 1700m X 1500m) CLEAR SPACE IN FRONT OF DOOR (OPENING INTO THIS CLEAR SPACE), FOR ADAPTABLE BEDROOMS AND ADAPTABLE BATHROOMS
- 1500m X 1700m (OR 1700m X 1500m OR 1200m X 1500m) CLEAR SPACE IN HALLWAYS, THE BUILDING CORRIDOR, ETC.
- OVERLAP OF CLEAR SPACES, I.E. BESIDE THE SHOWER, BESIDE THE TOILET OR IN FRONT OF THE VANITY (IN BATHROOMS)

## 1 | APARTMENT SUITE PLANS - F AND F1

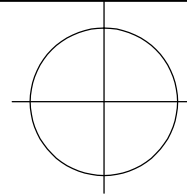
SCALE : 1/4" = 1'-0"







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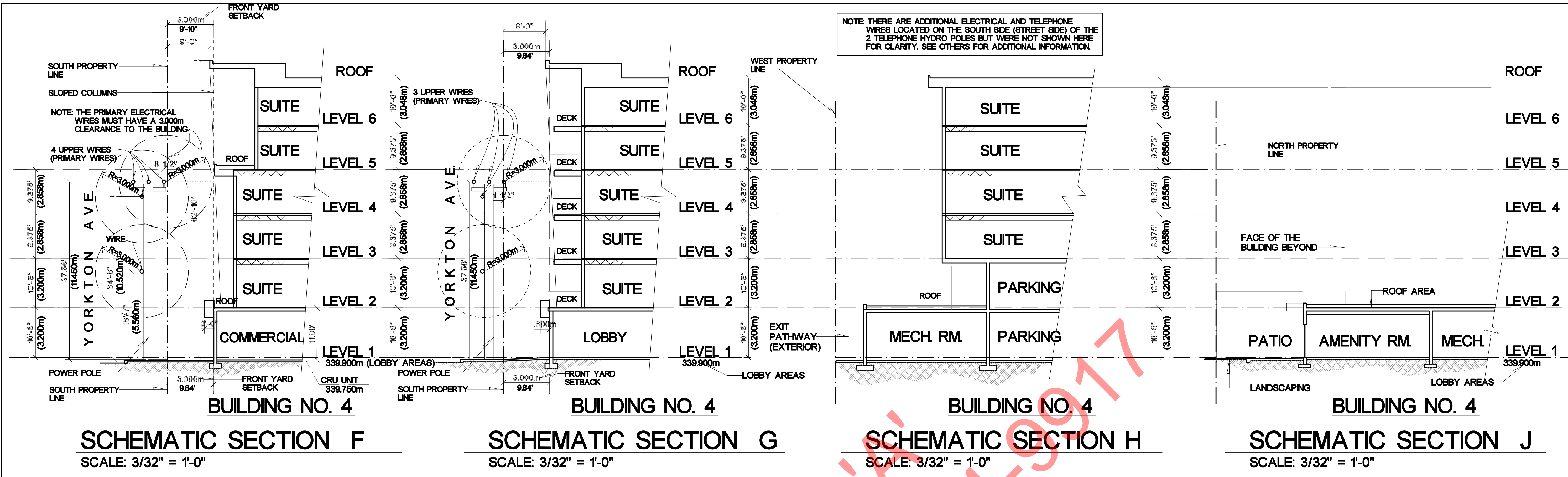
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PROFESSIONAL SEAL:



## 2 | SCHEMATIC CROSS SECTIONS

SCALE : 3/32" = 1'-0"

## NOTES:

- PROVIDE WHEEL STOPS FOR ALL 39 EXTERIOR PARKING STALLS ON LEVELS 1 AND 2. THE WHEEL STOPS ARE SHOWN ON DRAWINGS A-02 AND A-03.
- REGARDING THE GARBAGE AND RECYCLING CENTRE, THE FINAL DESIGN AND SIZE WILL BE DETERMINED AT CONSTRUCTION DRAWING STAGE. SEE DRAWING A-02 FOR THIS (REAR OF SITE).
- REGARDING GUEST BICYCLE PARKING SPACES - THERE ARE 8 - 6'-0" X 2'-0" PUBLIC BICYCLE PARKING SPACES NEXT TO THE 3 COMMERCIAL SPACES DENOTED BY THE SYMBOL 'BP'. THIS MEETS THE BYLAW REQUIREMENTS.
- REGARDING ELECTRICAL CAR CHARGING STATIONS - 1 LEVEL 2 CHARGING STATION IS TO BE PROVIDED FOR ALL 67 RESIDENTIAL SUITES, 2 OF THE COMMERCIAL GUEST PARKING STALLS, AND 1 OF THE EXTERIOR ACCESSIBLE PARKING STALLS. THE ELECTRICAL CAR CHARGING STATIONS MUST CONFORM TO ALL THE REQUIREMENTS OF s.6.6 OF THE PENTICTON ZONING BYLAWS.
- AN ELECTRICAL TRANSFORMER HAS BEEN LOCATED ON SITE NEAR PARKING STALL NO. 57. THE LOCATION SIZE ETC. TO BE CONFIRMED BY ELECTRICAL CONSULTANT.
- A FIRE HYDRANT HAS BEEN LOCATED ON SITE. ITS LOCATION, SIZE ETC. TO BE CONFIRMED BY OTHERS. DENOTED AS 'FH'.
- ON SITE ELECTRICAL LIGHTING - LIGHTING SHALL BE PROVIDED TO ALL BUILDING ENTRANCES/EXITS, WALKWAYS, DRIVEWAYS, PARKING AND LOADING AREAS PROVIDES SECURITY TO THE SITE.
- SCREENING OF PARKING STALLS (NEAR PARKING STALLS 41 AND 57) IS DETAILED ON DRAWING NO. A-09 (DETAIL NO. 1).
- 'VT' DENOTES - VINE TRELLIS - 8-9 OF THESE LOCATED ON BOTH BUILDINGS NO. 4 AND 5. SEE DETAIL NO. 4 ON DRAWING A-09. SEE LANDSCAPE DRAWINGS TOO.
- ALONG YORKTON AVENUE, THERE IS AN EXISTING BC HYDRO SET OF POWER LINES AND 2 POWER POLES. BUILDING NO. 4 HAS BEEN DESIGNED TO FIT OUTSIDE OF THE REQUIRED 3.000m DISTANCE FROM THE PROPOSED BUILDING TO THE NEAREST POWER LINE, BUT JUST BARELY. IF ITS POSSIBLE, WE STRONGLY RECOMMEND THAT THE EXISTING MOST NORTHERN WIRE BE RELOCATED TO A DIFFERENT LOCATION ON THE EXISTING POWER POLES. SEE OTHERS FOR THIS INFORMATION.
- THE POWER POLE ON THE EAST SIDE OF THE SITE WILL HAVE TO BE RE-LOCATED. THERE ARE EXISTING UNDERGROUND BC HYDRO AND TELUS SERVICES NEXT TO THIS POLE. THESE MAY HAVE TO BE MOVED TOO. SEE OTHERS. THE FIRE LANE/INTERNAL ROAD WILL HAVE TO BE EXTENDED TO YORKTON AVENUE WITH A NEW LET-DOWN PUT INTO PLACE. SEE OTHERS FOR THIS.
- PLEASE NOTE, THE LOCATION OF THE POWER POLES AND THE ELECTRICAL WIRES HAS BEEN ESTABLISHED BY A BC LAND SURVEYOR EMPLOYED BY THE DEVELOPER, AND THAT INFORMATION HAS BEEN PLACED ON THESE DRAWINGS. SEE DRAWINGS A-02, A-03, A-04, A-05, A-09 AND A-10.
- ALONG YORKTON AVENUE, JUST NORTH OF THE EXISTING CITY SIDEWALK, THERE IS SOME EXISTING LANDSCAPING INCLUDING SOME TREES. MOST OF THIS OLD LANDSCAPING CAN BE LEFT AS IS AND NEW LANDSCAPING CAN BE ADDED TO IT. SEE LANDSCAPE DRAWINGS.
- AS PER THE CITY OF PENTICTON ZONING BYLAW - CHAPTER 6, SENTENCE 6.3.3 - REGARDING SITE LIGHTING AROUND ON-SITE PARKING AREAS AND LOADING AREAS WILL BE ILLUMINATED AS PER THE REQUIREMENTS OF THIS SECTION OF THE BYLAW.
- AS SHOWN ON THE ELEVATIONS AND DRAWING A-05, STAIR SHAFTS NO. 1 AND 4 IN BOTH BUILDINGS WILL BE EXTENDED TO THE ROOF (TO ALLOW FOR ROOF MAINTENANCE). THIS MEANS THE ROOF OVER THESE 2 STAIRS WILL BE HIGHER THAN THE TYPICAL ROOF HEIGHT. THE 2 ELEVATOR PENTHOUSE ROOFS WILL ALSO BE HIGHER THAN THE TYPICAL ROOF HEIGHT. THE PUBLIC IS NOT BE ALLOWED TO HAVE ACCESS TO THE ROOF AREAS OF THE 2 BUILDINGS.

## STATISTICS

SITE AREA - 116 ACRES - 48,613 SQ. FT. (4,516,148m<sup>2</sup>)

OFFICIAL COMMUNITY PLAN - FUTURE LAND USE - URBAN RESIDENTIAL

PRESENT ZONING - CT3 - HOTEL RESORT

PROPOSED ZONING - RM-3 (MODIFIED, AND WITH VARIANCES)

TOTAL PARKING = 91 STALLS ON SITE AND IN GARAGES

- 17 ON SITE
- 12 UNDER BUILDING NO. 5
- 40 UNDER BUILDING NO. 4
- 22 ON LEVEL 2 (BUILDING NO. 4)

91 STALLS PROVIDED (TOTAL)  
(AND 91 STALLS ARE REQUIRED)

- 22 CARS ARE THE 'SMALL CAR TYPE'
- 3 CAR STALLS ARE THE 'ACCESSIBLE' TYPE

PARKING ANALYSIS:

RESIDENTIAL REQUIREMENTS - 67 SUITES X 120 = 8040 = 80 PARKING STALLS REQUIRED (INCLUDES 13 GUEST CAR STALLS)

COMMERCIAL SPACES REQUIREMENTS: 1 RESTAURANT - 144.65m<sup>2</sup> / 50m<sup>2</sup> = 2.89 STALLS. RETAIL # 1 - 104.41m<sup>2</sup> / 30m<sup>2</sup> = 3.48 STALLS. RETAIL # 2 - 110.55m<sup>2</sup> / 30m<sup>2</sup> = 3.68 STALLS. IF A PERSONAL SERVICES ESTABLISHMENT OR AN BUSINESS OFFICE TAKES ONE OR BOTH OF THE RETAIL SPACES, THE PARKING REQUIREMENTS IS THE SAME AS THE RETAIL SPACES REQUIRE.

THEREFORE WE NEED 3 + 4 + 4 STALLS = 11 STALLS REQUIRED FOR THE COMMERCIAL SPACES

PARKING FOR RESIDENTIAL SUITES - 67 PARKING STALLS PLUS 13 PARKING STALLS FOR GUESTS PLUS 11 STALLS FOR THE COMMERCIAL SPACES WHICH MEANS WE ARE REQUIRED TO PROVIDE 91 STALLS (IN TOTAL)

ADDITIONALLY, 1 LOADING SPACE - 9.000m X 3.000m IS PROVIDED ON SITE.

BIKE PARKING - 34 SPACES IN ONE STORAGE ROOM IN BUILDING NO. 1 FOR BOTH BUILDINGS (THIS EQUALS .50 SPACES PER SUITE)

## (CONTINUED)

THIS PROJECT NEEDS A RELAXED REAR YARD AND SIDE YARD SETBACK (FOR THE PARKING GARAGE, RAMP, AMENITY ROOM ON THE GARAGE LEVEL)

ADDITIONALLY, SOME BUILDING PROJECTIONS INTO SIDE, FRONT AND SOME REAR YARDS MAY BE GREATER THAN THE ZONING BYLAW WOULD NORMALLY ALLOW

## ZONE RM-3 REQUIREMENTS

MAXIMUM LOT COVERAGE - 50 % (NEED APPROX. 62 %)

MAXIMUM DENSITY - 16 FAR (NEED 170)

MAXIMUM HEIGHT - 24.000m (78.74 ft) PRINCIPAL BUILDING)

MINIMUM FRONT YARD - 3.000 METRES

MINIMUM SIDE YARDS - 4.500 METRES

MINIMUM REAR YARD - 6.000 METRES

AMENITY SPACE REQUIRED = 20,000 SQ. METRES PER SUITE

THIS RM-3 ZONE MUST ALLOW SOME COMMERCIAL SPACES FRONTING YORKTON AVENUE (BY REQUESTED VARIANCE)

SITE COVERAGE ACTUAL: NORMALLY, 50 % IS ALLOWED WITH THE 2 GARAGE AREAS, INCLUDING THE RAMP AND THE COMMERCIAL AREAS ALONG YORKTON AVENUE, THE AREAS ADD UP TO - BUILDING NO. 4 - 24,494 SQ. FT. PLUS THE AREA OF BUILDING NO. 5 - 5,434 SQ. FT. = 29,928 SQ. FT. (2,780.31m<sup>2</sup>) = AN ACTUAL SITE COVERAGE OF 61.56 %

A VARIANCE IS REQUESTED FOR THIS TO BE INCREASED TO 62 % SITE COVERAGE

## FLOOR AREAS (F.A.R.)

COMMERCIAL SPACES - 3,871 SQ. FT.

BUILDING NO. 4 - 53,124 SQ. FT. (LEVELS 3-6)

BUILDING NO. 4 - 8,338 (LEVEL 2)

BUILDING NO. 5 - 13,952 SQ. FT.

LEVEL 1 LOBBY AREAS - 685 SQ. FT.

79,950 SQ. FT. (7,427,355m<sup>2</sup>)

WORKS OUT TO F.A.R. OF 164

THEREFORE F.A.R. NEEDS TO BE INCREASED TO 170. VARIANCE REQUESTED

DOES NOT INCLUDE ANY AREAS IN GARAGE SUCH AS PARKING, AMENITY RM, STORAGE ROOMS, MECH, ELEC. RMs, ETC.

## AMENITY SPACE AREAS

ALL SUITE DECKS ADD UP TO - 6,803 SQ. FT.

THE AMENITY RM. ON LEVEL 1 - 1,144 SQ. FT.

OUTDOOR AMENITY SPACE NO. 1 - 4,639 SQ. FT.

OUTDOOR AMENITY SPACE NO. 2 - 1,280 SQ. FT.

LOCKER STORAGE SPACES - 3,320 SQ. FT.

HAVE 16,986 SQ. FT.

NEED 216,30 SQ. FT. (20,000m<sup>2</sup>) PER SUITE X 67 SUITES = 14,425 SQ. FT. TOTAL

## HARD SURFACE AREAS

ALL HARD SURFACES ADD UP TO 88 % SITE COVERAGE. NORMALLY AS PER CITY BYLAW, UP TO 60 % LOT COVERAGE FOR HARD SURFACING IS USUALLY ALLOWED. VARIANCE REQUESTED HERE BECAUSE WE ARE PROPOSING 88 % SITE COVERAGE FOR HARD SURFACING FOR THE SITE.

7.	2025-04-10	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
6.	2025-02-28	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
5.	2025-01-13	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
4.	2024-10-16	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
3.	2024-09-10	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
2.	2024-08-05	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
1.	2024-06-27	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION

## ISSUES:

**SURF**  
ARCHITECTURE

#304 - 1493 FOSTER STREET  
WHITE ROCK, BC V4B 0C4  
email - mark@surfarchitecture.com  
www.surfarchitecture.com

## CLIENT:

**STARLINE ENTERPRISES LTD.**  
4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL  
PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

**SCHEMATIC CROSS  
SECTIONS F, G, H, J  
STATISTICS, NOTES**

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

## SCALE:

AS SHOWN

## REVISION NO.

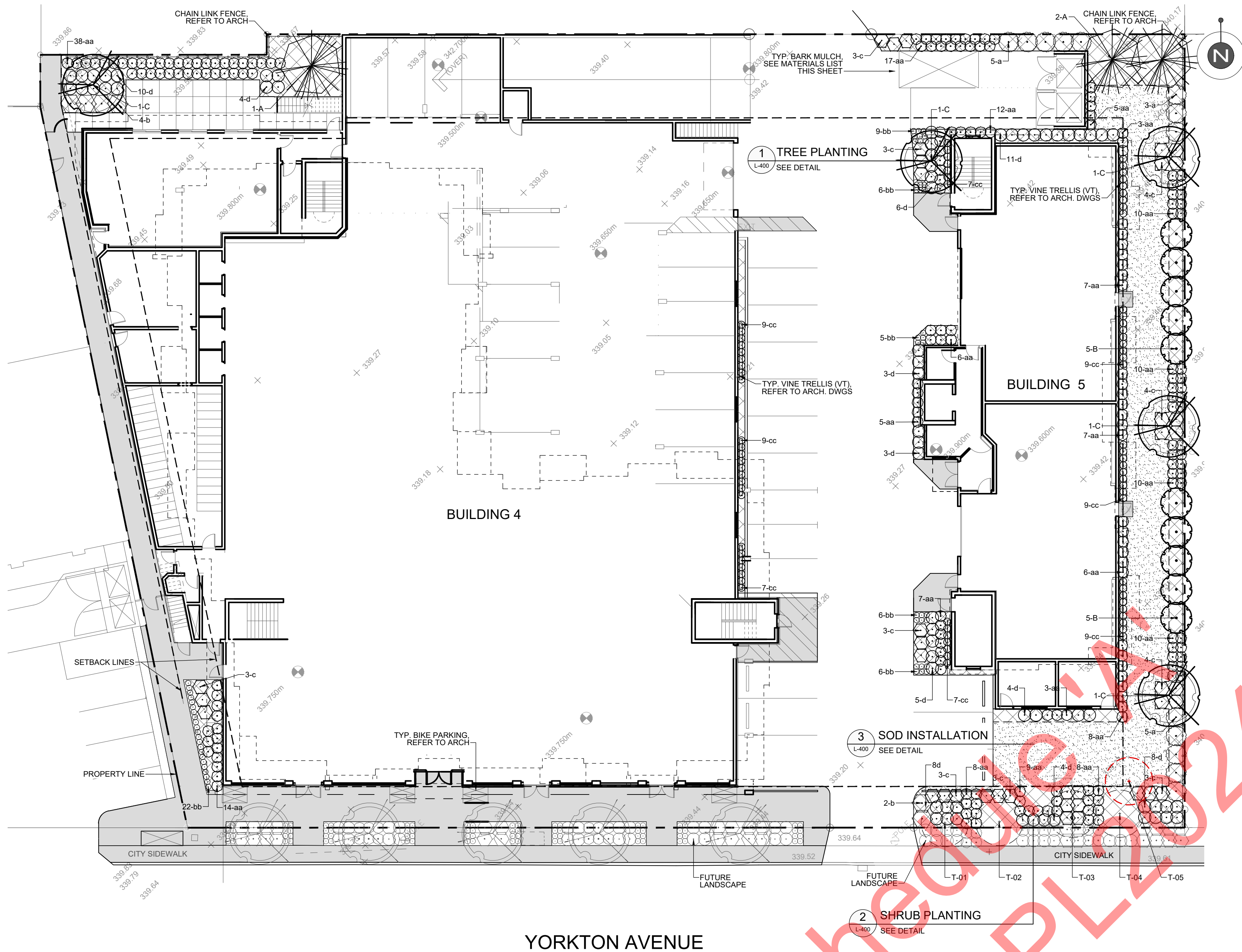
## DRAWING NO.

A-10

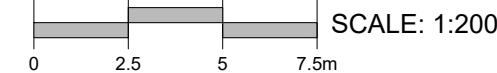
## 1 | SITE DATA AND NOTES

SCALE : 3/32" = 1'-0"





## OVERALL LANDSCAPE PLAN



## DEVELOPMENT REQUIREMENTS

TREES: 1 TREE PER 10 Lm OF BUFFER AREA  
SHRUBS: 1 SHRUB PER 1 Lm OF BUFFER AREA  
BUFFER AREA: 100 Lm  
CALCULATION: 100 / 10 = 10  
100 / 1 = 100  
REQUIRED: 10 TREES 100 SHRUBS

PROVIDED: 18 TREES 122 SHRUBS  
(332 PERENNIALS)

## MINIMUM SETBACKS OF TREES

-ENSURE ALL SETBACKS CONFORM TO CITY OF PENTICTON SETBACKS.

## IRRIGATION SYSTEMS

- THE CONTRACTOR SHALL SUPPLY AND INSTALL A FULLY FUNCTIONAL AUTOMATIC PROGRAMMABLE IRRIGATION SYSTEM. IRRIGATION SYSTEMS WILL BE DESIGNED IN SUCH A WAY THAT ALL AREAS, INCLUDING LAWNS, BEDS, PLANTERS, GARDENS, AND GREEN ROOFS, WHETHER EXISTING OR NEW, ARE WATERED IN THE MOST EFFICIENT MANNER WHILE PROVIDING FULL COVERAGE. ONLY LANDSCAPE AREAS ARE TO RECEIVE WATER.
- SYSTEM CONFIGURATION WILL VARY DEPENDING ON PLANT VARIETY AND LANDSCAPE AREA. ANY OVERLAPPING OR UNNECESSARY SPRAY PATTERNS ARE TO BE KEPT TO A MINIMUM. SYSTEM INSPECTION AND NOZZLE ADJUSTMENTS ARE TO BE MADE AFTER THE INSTALL IS COMPLETE AND AT THE START OF EVERY GROWING SEASON. NOZZLES SHOULD BE REPLACED EVERY FIVE YEARS. WATERING TIMES ARE TO BE SET FOR THE EARLY MORNING TO REDUCE EVAPORATION.
- ONCE ESTABLISHED, ONE INCH OF WATER PER WEEK SHALL BE IRRIGATED ON ALL LAWN AREAS. TREES, SHRUBS, PERENNIALS, AND ORNAMENTALS GRASSES WILL BE WATERED ACCORDING TO THEIR NEEDS. DRIP SYSTEMS ARE RECOMMENDED FOR TREES. CONTRACTOR WILL BE RESPONSIBLE FOR ANY DAMAGE TO PLANTS CAUSED BY OVER OR UNDER WATERING.
- IRRIGATION PLANS SHALL BE PREPARED BY A QUALIFIED IRRIGATION CONSULTANT AND INSTALLED BY A PROFESSIONALLY CERTIFIED IRRIGATION INSTALLER. CONTRACTOR SHALL PROVIDE MANUALS AND TOOLS, REQUIRED FOR SYSTEM OPERATION, TO THE OWNER UPON SYSTEM COMPLETION. AS-BUILT DRAWINGS SHALL BE PROVIDED BY THE CONTRACTOR TO THE OWNER.
- ALL UNDERGROUND IRRIGATION SYSTEMS ARE TO BE EQUIPPED WITH A HIGH FLOW SHUTOFF VALVE AND BACK FLOW PREVENTION VALVE. ALL DOWN SPOUTS ARE TO BE DIRECTED AWAY FROM FOUNDATIONS AND INTO SHRUB BEDS OR TREE WELLS WHERE PRACTICAL.

## EXISTING TREE PROTECTION SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	REMARKS
TREES			
T-01	DECIDUOUS TREE	UNKNOWN	TO BE PROTECTED
T-02	JUNIPERUS SCOPULORUM	UPRIGHT JUNIPER	TO BE PROTECTED
T-03	DECIDUOUS TREE	UNKNOWN	TO BE PROTECTED
T-04	JUNIPERUS SCOPULORUM	UPRIGHT JUNIPER	TO BE PROTECTED
T-05	DECIDUOUS TREE	UNKNOWN	TO BE REMOVED

## GENERAL NOTES

- ALL DIMENSIONS ARE IN METERS UNLESS NOTED OTHERWISE.
- ALL LANDSCAPE CONSTRUCTION TO MEET OR EXCEED CITY OF PENTICTON STANDARDS, CURRENT EDITION.
- PRIOR TO INSTALLATION, ALL LOCAL NURSERY STOCK MAY BE INSPECTED BY CIVIC REPRESENTATIVES TO ENSURE STOCK AVAILABILITY. LANDSCAPE ARCHITECT TO COORDINATE THIS OPTIONAL INSPECTION WITH THE DIRECTOR OF PROJECT MANAGEMENT.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, THE CONTRACTOR SHALL ENSURE COORDINATION WITH BC 1 CALL AND OTHER UTILITIES AS REQUIRED TO STAKE ALL BELOW GRADE UTILITIES. CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGES TO UTILITIES.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, THE LANDSCAPE ARCHITECT WILL INSPECT STAKING OF ALL TREE AND SHRUB LOCATIONS HAVING REGARD FOR THE UTILITIES STAKED BY BC 1 CALL AND OTHERS AND ALL SETBACKS.
- ALL EXCAVATIONS ARE TO MAINTAIN THE MINIMUM DEFINED SETBACKS FROM UTILITIES.
- IF EXCAVATIONS ARE REQUIRED CLOSER THAN 1.0m TO UNDERGROUND POWER, TELEPHONE AND GAS ALIGNMENTS, HAND DIGGING UNDER THE SUPERVISION OF THE AFFECTED UTILITY WILL BE REQUIRED. THE CONTRACTOR IS RESPONSIBLE TO CONTACT THE APPROPRIATE UTILITY TO APPROVE, REVIEW, AND/OR DEFINE SAFE PROCEDURES FOR THESE EXCAVATIONS.
- CONTRACTOR RESPONSIBLE FOR SOIL TESTS AND AMENDMENTS FOR TOPSOIL FROM STOCKPILE. SOIL TEST RESULTS AND RECOMMENDATIONS TO BE SUBMITTED TO LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.
- ALL PLANT MATERIAL TO BE TRUE TO TYPE, SIZE, QUALITY, AND CONDITION AS SPECIFIED. ALL TREES MUST BE HIGH HEADED WITH FULL AND UNIFORM CROWNS AND SINGLE WELL DEVELOPED LEADERS. TREES WITH BROKEN LEADERS WILL NOT BE ACCEPTED. ALL ELM SPECIES MUST COME FROM A LOCAL DED FREE SOURCE.
- CONTRACTOR RESPONSIBLE FOR VERIFYING ALL QUANTITIES AND NOTIFYING CONSULTANT OF ANY OMISSIONS.
- TREE LOCATIONS TO BE ADJUSTED ON SITE WITH REGARD TO MINIMUM TREE SETBACKS FOR ABOVE AND BELOW GROUND UTILITIES AND DRIVEWAYS.
- ALL ARCHITECTURAL FEATURES TO BE LOCATED ON PRIVATE PROPERTY.
- ALL PINE SPECIES MUST COME FROM PITCH MOTH (PETROVA ALBICAPITANA) FREE SOURCE.
- ALL ELM SPECIES MUST COME FROM A DUTCH ELM DISEASE (DED) FREE SOURCE.

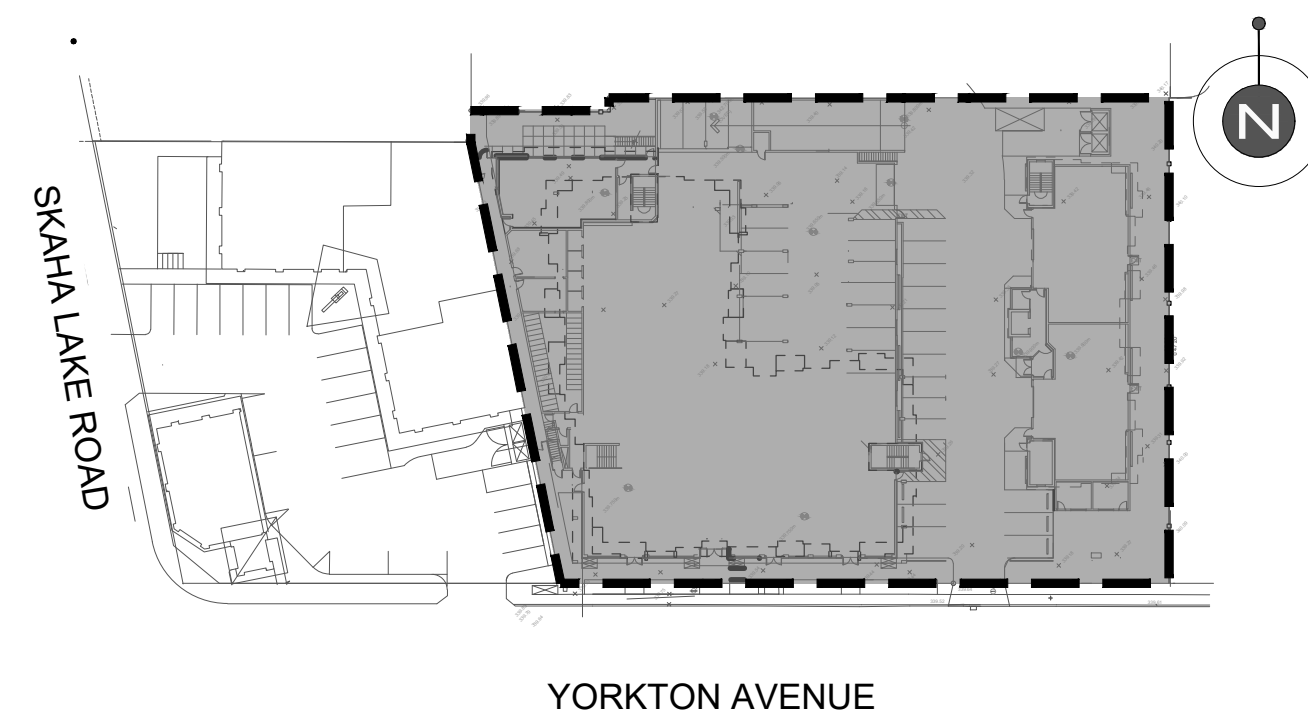
## ASSOCIATED MATERIALS

125mm HT. HD POLYETHYLENE LANDSCAPE EDGER  
(OR APPROVED EQUAL)  
INSTALL TO MANUFACTURER SPECIFICATIONS.

## MATERIAL LIST L-100

KEY	QTY.	UNIT	BOTANICAL NAME	COMMON NAME	SIZE/REMARKS
TREES					
A	3	each	PINUS PONDEROSA	PONDEROSA PINE	2500mm HT; SINGLE LEADER, SPACING AS SHOWN, B&B
B	10	each	POPULUS TREMULA 'RECTA'	SWEDISH COLUMNAR POPLAR	60mm CAL; SPACING AS SHOWN, B&B
C	5	each	SYRINGA RETICULATA	JAPANESE TREE LILAC	60mm CAL; SPACING AS SHOWN, B&B
SHRUBS					
a	13	each	CORNUS SERICEA	RED OSIER DOGWOOD	450mm MIN. HT.; MIN. 5 CANES EVENLY BRANCHED; 300mm ROOT SPREAD; BUSHY PLANTS
b	6	each	JUNIPERUS HORIZONTALIS 'BLUE CHIP'	BLUE CHIP JUNIPER	450mm MIN. SPREAD; EVENLY BRANCHED; BUSHY PLANTS WITH NO BARE OR BROWN SPOTS, CONTAINER/SPECIMEN
c	39	each	PINUS MUGO 'SLOWMOUND'	SLOWMOUND MUGO PINE	450mm MIN. SPREAD; EVENLY BRANCHED; BUSHY PLANTS WITH NO BARE OR BROWN SPOTS, CONTAINER/SPECIMEN
d	64	each	SYMPHORICARPOS ALBUS	SNOWBERRY	450mm MIN. HT.; MIN. 5 CANES EVENLY BRANCHED; 300mm ROOT SPREAD; BUSHY PLANTS
PERENNIALS					
aa	203	each	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
bb	54	each	SEDUM 'AUTUMN JOY'	AUTUMN JOY SEDUM	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
cc	75	each	PARTHENOCISSUS QUINQUEFOLIA	VIRGINIA CREEPER	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
MISC. MATERIALS					
	205	m <sup>2</sup>	SOD OVER MIN. 225mm DEPTH TOPSOIL		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
	340	m <sup>2</sup>	75mm DEPTH BARK MULCH (OR APPROVED EQUAL)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
	340	m <sup>2</sup>	450mm DEPTH TOPSOIL (SHRUB BED AREAS)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
	133	m	125mm HT. HD POLYETHYLENE LANDSCAPE EDGER		INSTALL AS PER MANUFACTURER SPECIFICATIONS

NOTE: CALIPER TAKES PRECEDENCE OVER HEIGHT



## KEY PLAN

SCALE: N.T.S.



Unit #210, 12 St. Joseph Street  
St. Albert, Alberta T8N 7L9  
T: 780.460.7990

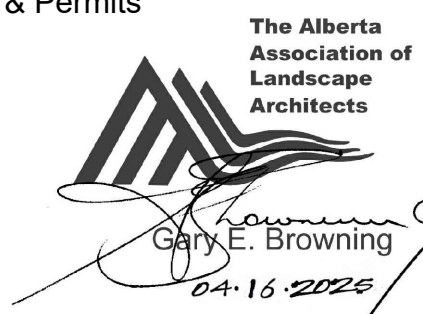
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## Revisions

Description	No.	Date	By
Issued For DP Approval	A	02/25/2025	SP
Re-issued For DP Approval	B	03/14/2025	SP
Re-issued For DP Approval	C	04/16/2025	SP

## Seals &amp; Permits



## Notes

THE LANDSCAPE CONSULTANT reserves the right to make changes onsite in order to improve the landscape design, or aesthetics at any time during the construction operation, as long as that construction operation is still in progress, at no cost to the OWNER, the LANDSCAPE CONSULTANT or any other professional associated with the project. Refer to specification for further clarification.

## Client

Starline Enterprises Ltd.

4479 Gaspardone Rd.  
Kelowna, BC

## Project Title

Penticton Multifamily Rental Project  
Building No. 4 & 5

235 Yorkton Avenue  
Penticton, BC

## Drawing Title

Overall Landscape Plan

Project No: 25-01

Date: 02/20/2025

Designed By: SP

Drawn By: SP

Checked By: BG

Scale: AS SHOWN

Sheet: Issue/Revision

L-100

C





Unit #210, 12 St. Joseph Street  
St. Albert, Alberta T8N 7L9  
T: 780.460.7990

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Kelowna, BC

#### Project Title

**Penticton Multifamily Rental Project  
Building No. 4 & 5**

235 Yorkton Avenue  
Penticton, BC

#### Drawing Title

**Level 2 Landscape Plan**

Project No: 25-01

Date: 02/20/2025

Designed By: SP

Drawn By: SP

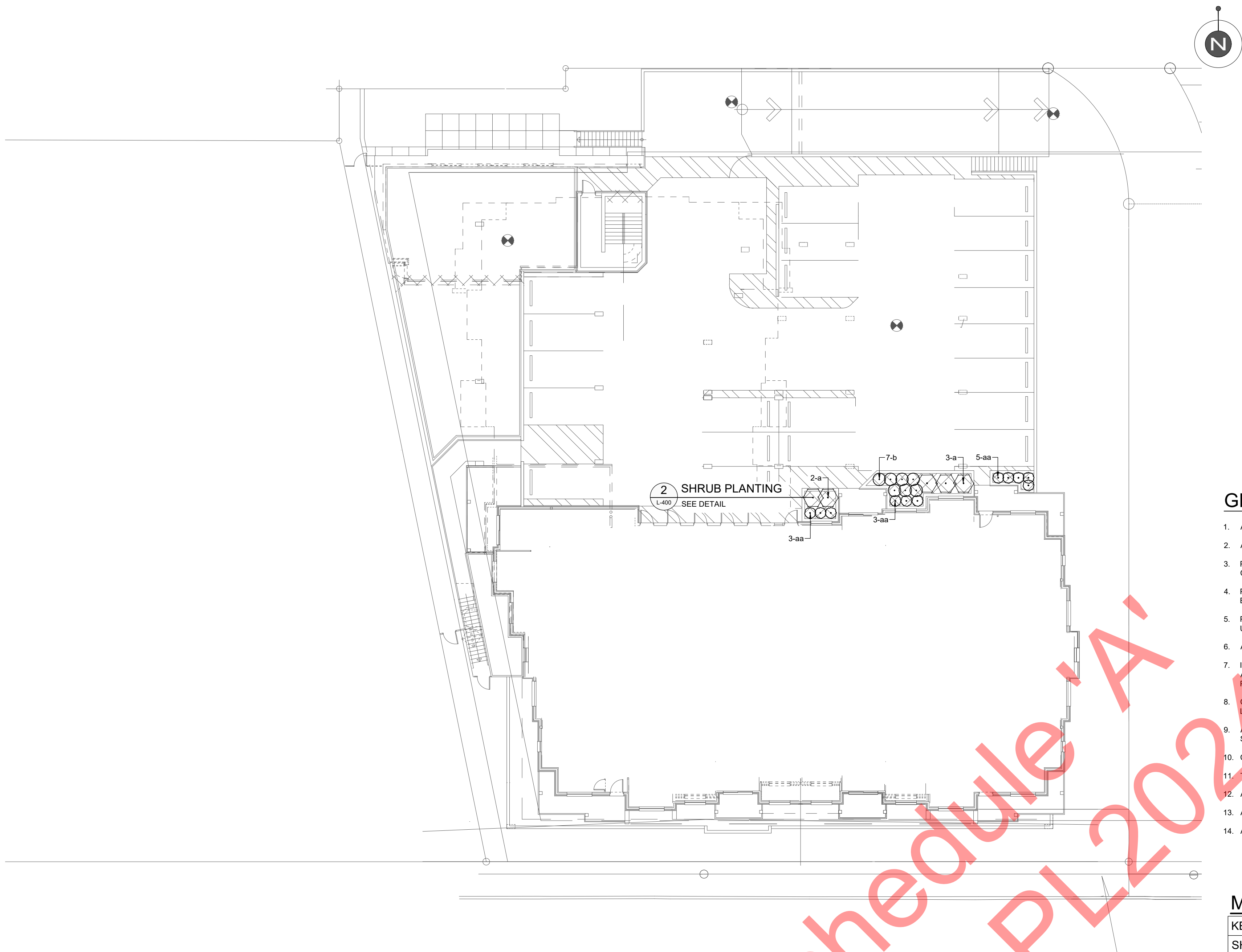
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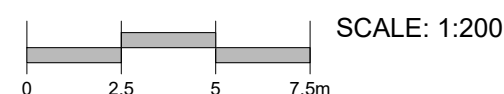
Sheet: Issue/Revision

L-101

C



#### OVERALL LANDSCAPE PLAN - LEVEL 2



#### DEVELOPMENT REQUIREMENTS

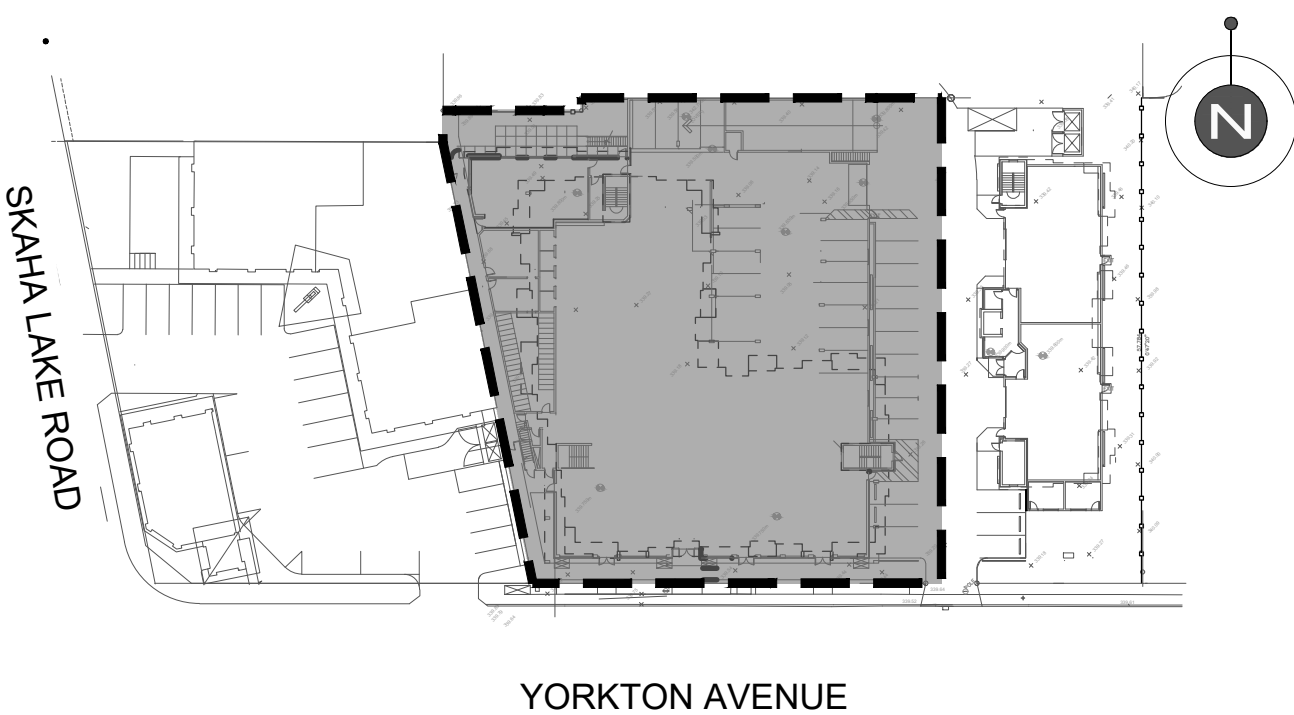
TREES:	1 TREE PER 10 Lm OF BUFFER AREA
SHRUBS:	1 SHRUB PER 1 Lm OF BUFFER AREA
BUFFER AREA:	100 Lm
CALCULATION:	100 / 10 = 10
REQUIRED:	10 TREES
PROVIDED:	18 TREES
	122 SHRUBS (332 PERENNIALS)

#### MINIMUM SETBACKS OF TREES

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#### KEY PLAN

SCALE: N.T.S.

#### GENERAL NOTES

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#### MATERIAL LIST L-101

KEY	QTY.	UNIT	BOTANICAL NAME	COMMON NAME	SIZE/REMARKS
SHRUBS					
a	5	each	JUNIPERUS HORIZONTALIS 'BLUE CHIP'	BLUE CHIP JUNIPER	450-600mm MIN. HT.; MIN. 5 CANES EVENLY BRANCHED; 300mm ROOT SPREAD; BUSHY PLANTS.
b	7	each	SYMPHORICARPOS ALBUS	SNOWBERRY	450mm MIN. SPREAD; EVENLY BRANCHED; BUSHY PLANTS WITH NO BARE OR BROWN SPOTS. CONTAINERS/SPECIMEN.
PERENNIALS & ORNAMENTAL GRASSES					
aa	11	each	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
MISC. MATERIALS					
	30	m²	75mm DEPTH BARK MULCH (OR APPROVED EQUAL)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
-	30	ea	450mm DEPTH TOPSOIL (SHRUB BED AREAS)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS





Unit #210, 12 St. Joseph Street  
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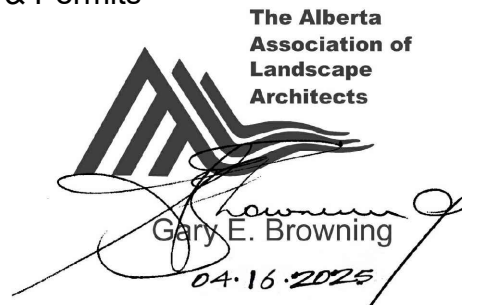
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Description	No.	Date	By
Issued For DP Approval	A	02/25/2025	SP
Re-issued For DP Approval	B	03/14/2025	SP
Re-issued For DP Approval	C	04/16/2025	SP

#### Seals & Permits



#### Notes

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#### Client

**Starline Enterprises Ltd.**

4479 Gaspardone Rd.  
Kelowna, BC

#### Project Title

**Penticton Multifamily Rental Project  
Building No. 4 & 5**

235 Yorkton Avenue  
Penticton, BC

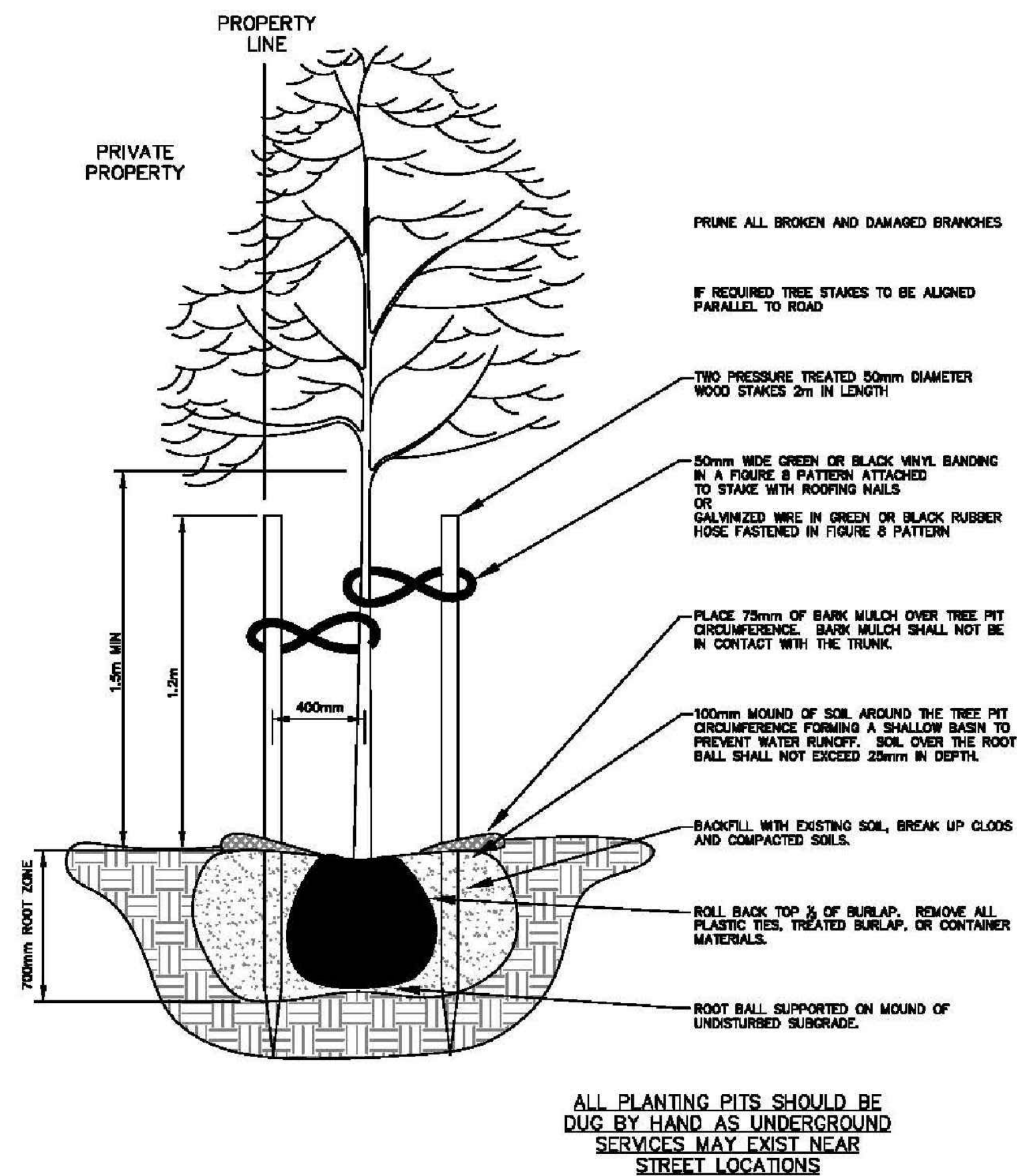
#### Drawing Title

### Details

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Date:	02/20/2025
Designed By:	SP
Drawn By:	SP
Checked By:	BG
Scale:	AS SHOWN
Sheet:	Issue/Revision

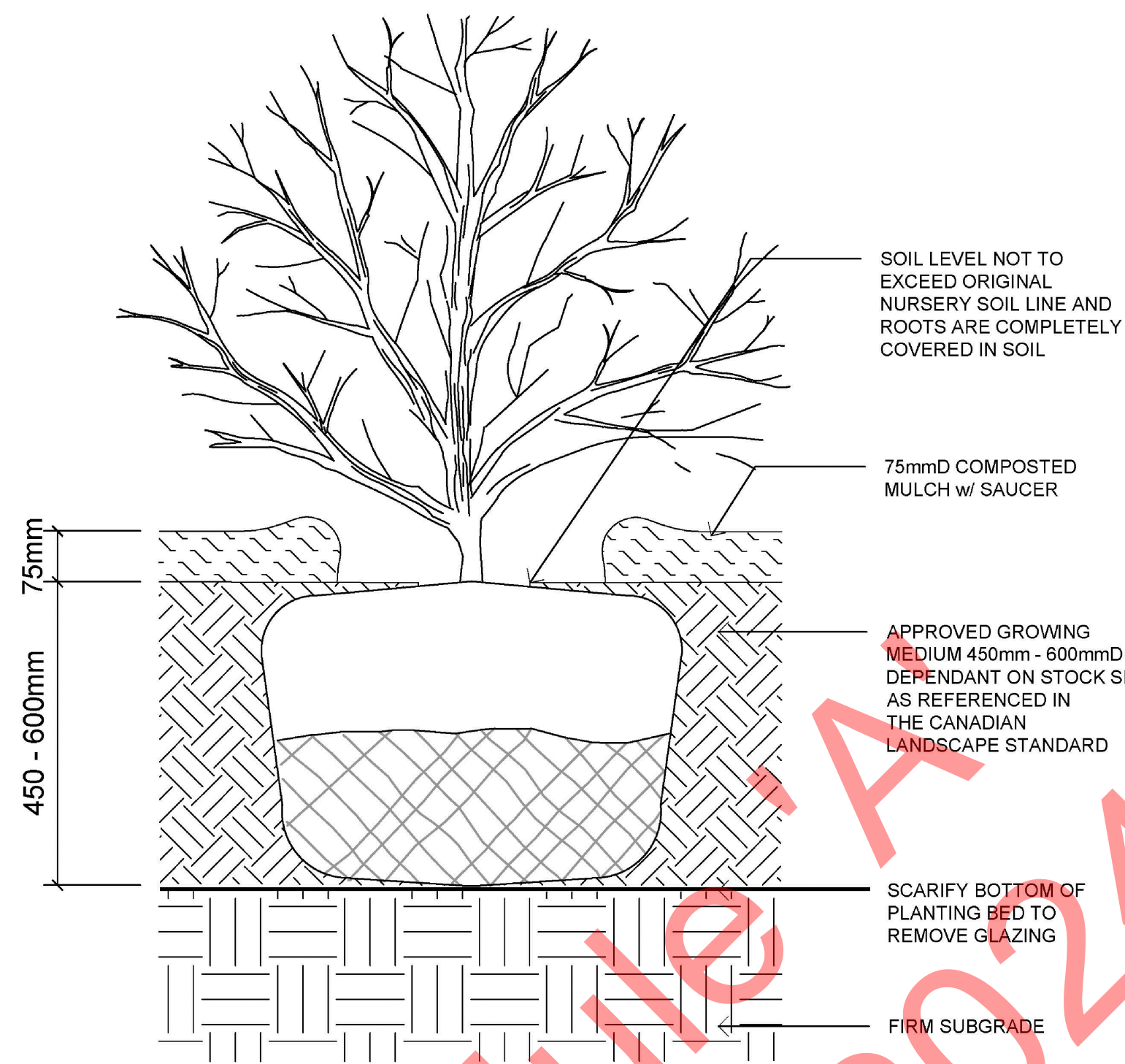
L-400

C



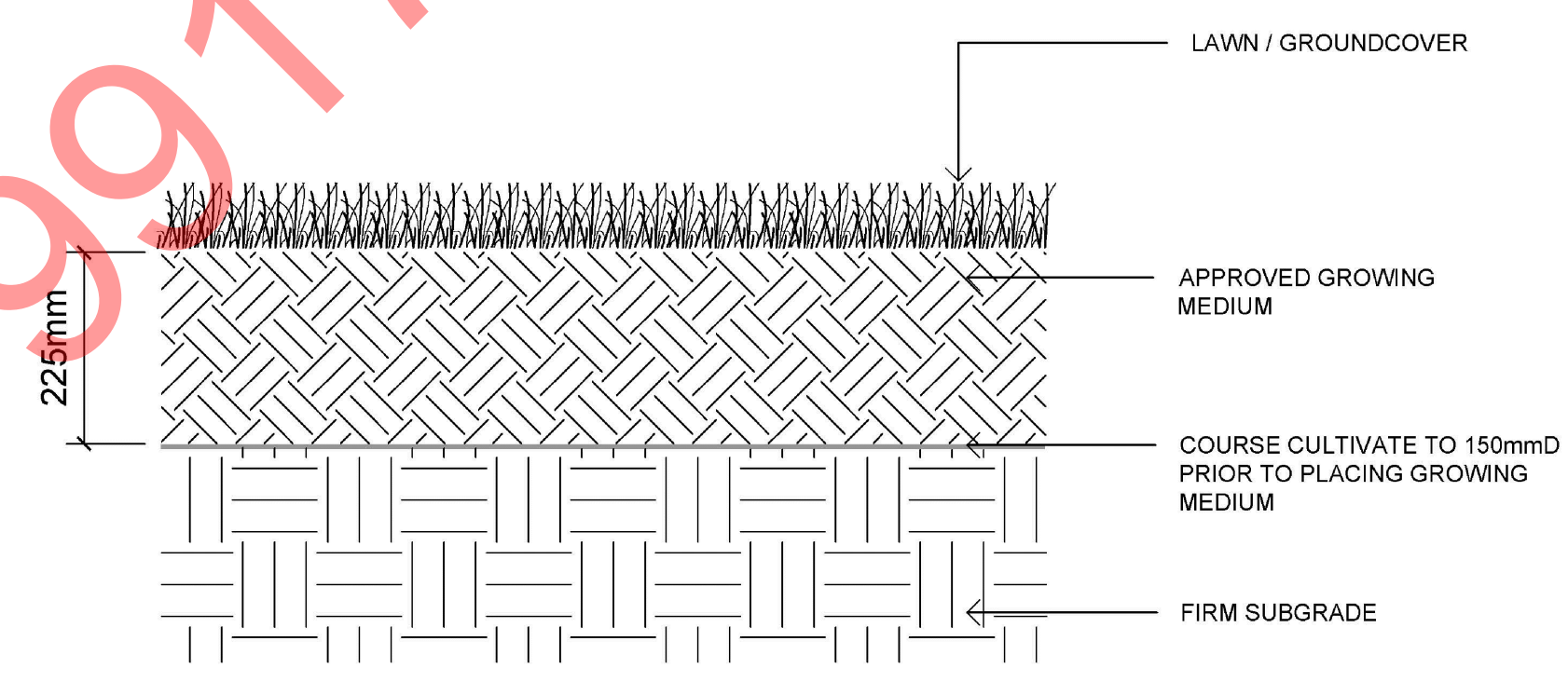
#### 1 TREE PLANTING DETAIL

L-400 SCALE N.T.S.



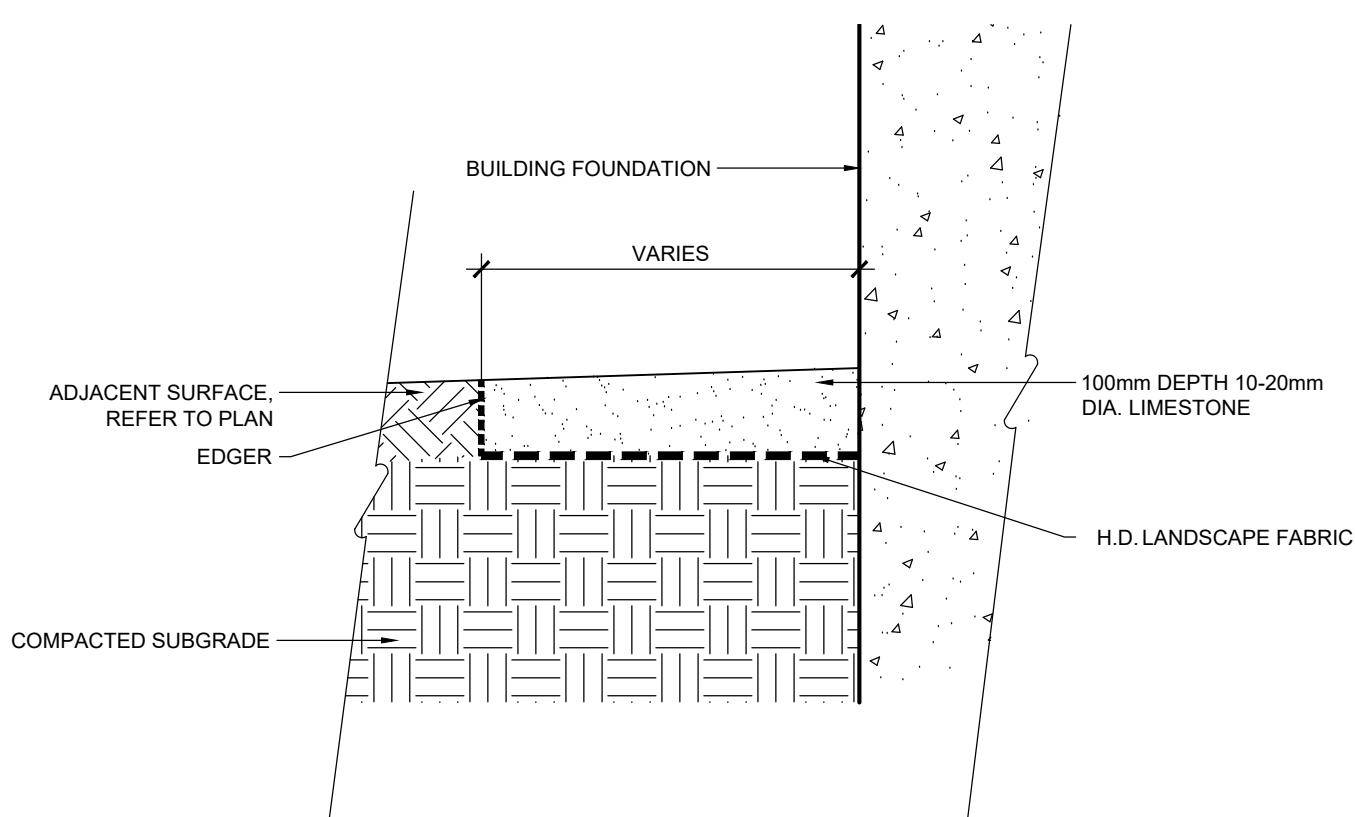
#### 2 SHRUB PLANTING DETAIL

L-400 SCALE N.T.S.



#### 3 SOD DETAIL

L-400 SCALE N.T.S.



#### 4 LIMESTONE INSTALLATION DETAIL

L-400 SCALE N.T.S.





## Development Permit

Permit Number: DP PL2024-9915

Property Owner  
 Property Address

### Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.
2. This permit applies to:
  - Legal: Lot 2 District Lot 116 Similkameen Division Yale District Plan EPP70049
  - Civic: 235 Yorkton Avenue
  - PID: 030-272-319
3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of a 6-storey mixed use building and a 4-storey apartment building, as shown in the plans attached in Schedule 'A', and to vary the following sections of Zoning Bylaw 2024-22:
  - a. Section 4.9 to permit balconies to project 1.5 m into an interior side yard (east).
  - b. Section 10.5.4.1 to increase maximum hard surfacing from 60% to 89%
4. In accordance with Section 502 of the *Local Government Act* a deposit or irrevocable letter of credit, in the amount of \$\_\_\_\_\_ must be deposited prior to beginning works authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 502 of the *Local Government Act*, to undertake works or other activities required to:
  - a. correct an unsafe condition that has resulted from a contravention of this permit,
  - b. satisfy the landscaping requirements of this permit as shown in Schedule 'A' or otherwise required by this permit, or
  - c. repair damage to the natural environment that has resulted from a contravention of this permit.
5. The holder of this permit shall be eligible for a refund of the security described under Condition 4 only if:
  - a. The permit has lapsed as described under Condition 8, or
  - b. A completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.
6. Upon completion of the development authorized by this permit, an application for release of

securities (Landscape Inspection & Refund Request) must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security in accordance with the City of Penticton Fees and Charges Bylaw (as amended from time to time).

### General Conditions

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

Authorized by City Council, the \_\_\_\_ day of \_\_\_\_\_, 2025.

Issued this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

---

Angela Collison  
Corporate Officer





# PENTICTON MULTI-FAMILY RENTAL PROJECT BUILDING NO. 4 & 5

235 YORKTON AVE  
PENTICTON, BC

**SURF**  
ARCHITECTURE

SURF ARCHITECTURE INC.

#304- 1493 FOSTER ST  
WHITE ROCK, BC V4B 3W7  
TEL: 604 616-0646

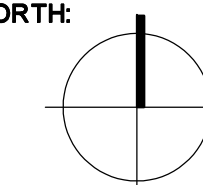
CONTACT: MARK KOROPECKY  
CELL: 604 562-2442  
EMAIL: mark@surfarchitecture.com

STARLINE ENTERPRISES LTD  
4479 GASPARDONE  
ROAD,KELOWNA BC V1W 5A7

OWNER	ARCHITECTURAL	STRUCTURAL	ELECTRICAL	CONSTRUCTION
	A-0.0 COVER SHEET	A-09 SCHEMATIC CROSS SECTIONS A-A, B-B, C, D, DETAILS		
	A-01 KEY PLAN (SITE PLAN)	A-10 SCHEMATIC CROSS SECTIONS F, G, H, J		
	A-02 SITE PLAN / LEVEL 1	A-11 BUILDING 4 SOUTH & EAST ELEVATIONS		
	A-03 LEVEL 2 FLOOR PLAN	A-12 BUILDING 4 NORTH & WEST ELEVATIONS		
	A-04 BUILDING NO. 4&5 FLOOR PLANS	A-13 BUILDING 5 ELEVATIONS		
	A-05 BUILDING NO. 4&5 FLOOR PLANS	A-14 BUILDING 4 PHOTOREALISTIC RENDERINGS		
	A-06 APARTMENT SUITE PLANS A&B	A-15 BUILDING 4&5 PHOTOREALISTIC RENDERINGS		
	A-07 APARTMENT SUITE PLANS B1 & C			
	A-08 APARTMENT SUITE PLANS D & E			



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6.	2025-04-10	RE-SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
7.	2025-02-28	RE-SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
5.	2025-01-13	RE-SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
4.	2024-10-15	SUBMITTED TO CDP PLANNING FOR REZONING AND CUP APPLICATION
3.	2024-09-10	SUBMITTED FOR CDP PLANNING DEPT. REVIEW
2.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR PRELIMINARY REVIEW

ISSUES:

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www.surfarchitecture.com

CLIENT:

STAR-LINE ENTERPRISES  
LTD.  
4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

DRAWING TITLE:

KEY PLAN (SITE PLAN)

PROJECT NO:

2024 10

DRAWN BY:

RJ

CHECKED BY:

DATE:

JUNE 13, 2024

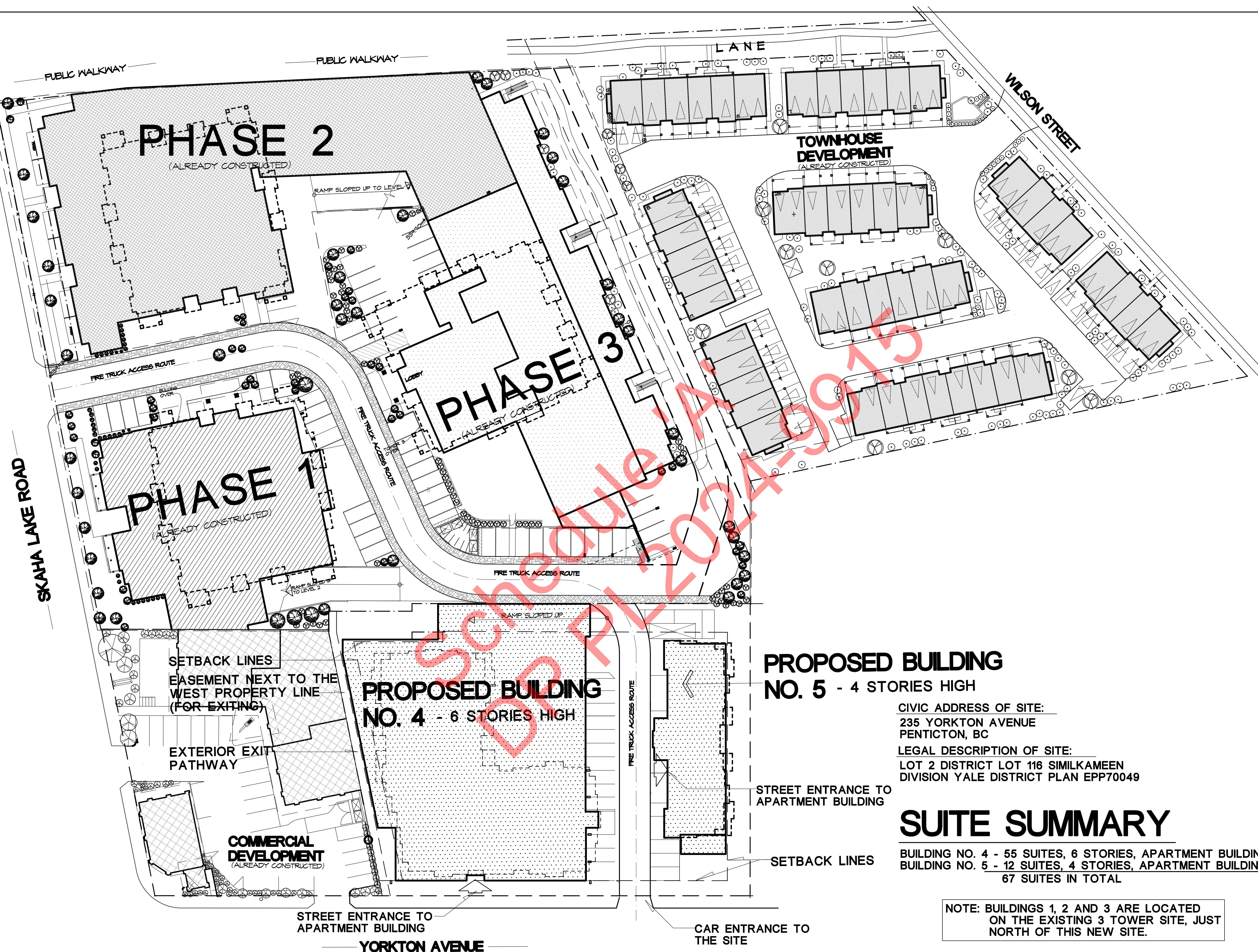
SCALE:

1" = 30'-0"

REVISION NO.

DRAWING NO.

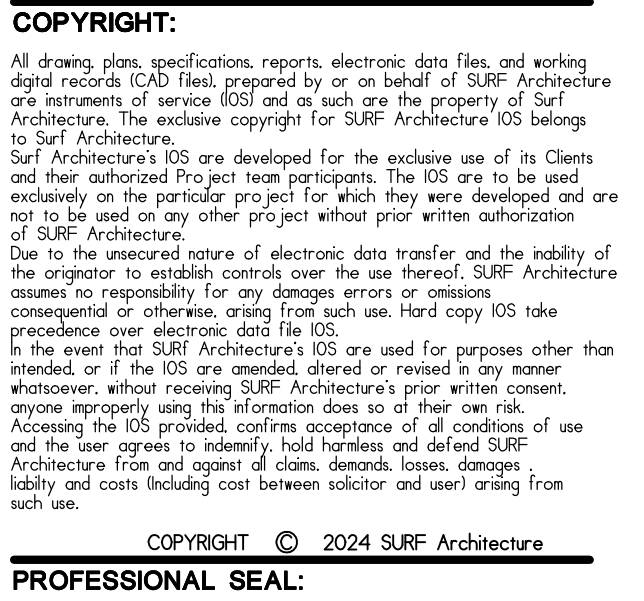
A-01



## 1 KEY PLAN/SITE PLAN

SCALE : 1" = 30'-0"





8.	2025-04-30	RE-SUBMITTED TO COP PLANNING FOR REZONING AND D.P. APPLICATION
7.	2025-04-10	RE-APPLIED TO COP PLANNING FOR REZONING AND D.P. APPLICATION
6.	2025-01-13	RE-APPLIED TO COP PLANNING FOR REZONING AND D.P. APPLICATION
5.	2024-10-15	SUBMITTED TO COP PLANNING FOR REZONING AND D.P. APPLICATION
4.	2024-10-14	MINOR PARKING ANALYSIS CHANGES REQUESTED AND PROVIDED
3.	2024-09-10	SUBMITTED FOR COP PLANNING DEPT. REVIEW
2.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW



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www.surfarchitecture.com**

**CLIENT:**  
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**4479 GASPARDONE RD.**  
**KELOWNA, BC**  
**V1W 5A7**

**PROJECT:**  
**PENTICTON MULTIFAMILY**  
**RENTAL PROJECT**  
**BUILDING NO. 4 AND 5**  
**- 67 SUITES OVERALL**

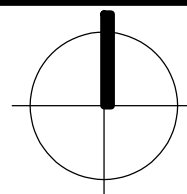
**PROJECT ADDRESS:**  
**235 YORKTON AVENUE**  
**PENTICTON, BC**

**DRAWING TITLE:**  
**SITE PLAN/LEVEL 1,**  
**NOTES, STATISTICS**

PROJECT NO:	
2024 10	
DRAWN BY:	CHECKED BY:
RJ	
DATE:	
JUNE 13, 2024	
SCALE:	
1/16" = 1'-0"	
REVISION NO.	DRAWING NO.



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6.	2025-01-13	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
5.	2024-10-15	SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-07-19	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

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KELOWNA, BC  
V1W 5A7

## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

## PROJECT ADDRESS:

235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

**LEVEL 2 FLOOR PLAN**

## PROJECT NO.:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

## SCALE:

1/16" = 1'-0"

## REVISION NO.

## DRAWING NO.

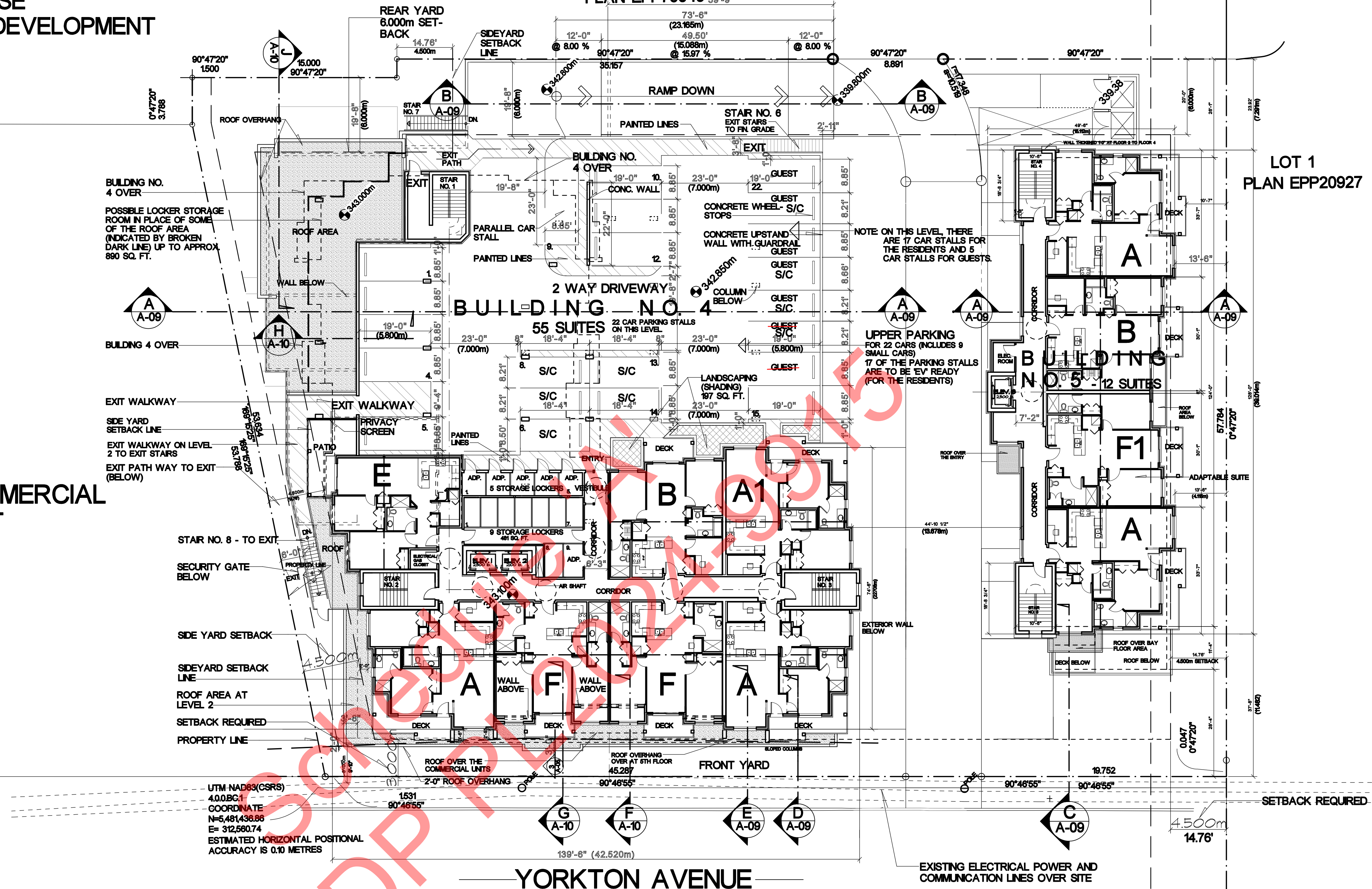
**A-03**

# EXISTING HI-RISE RESIDENTIAL DEVELOPMENT

## EXISTING COMMERCIAL DEVELOPMENT

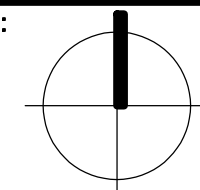
## LOT 1

PLAN EPP70049 59'-8"

LOT 1  
PLAN EPP20927



NORTH:



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4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-07-19	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

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4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

PROJECT ADDRESS:

235 YORKTON AVENUE  
PENTICTON, BC

DRAWING TITLE:

**LEVEL 2 FLOOR PLAN  
FOR CAR MANUEVERING**

PROJECT NO:

2024 10

DRAWN BY:

RJ

CHECKED BY:

DATE:

JUNE 13, 2024

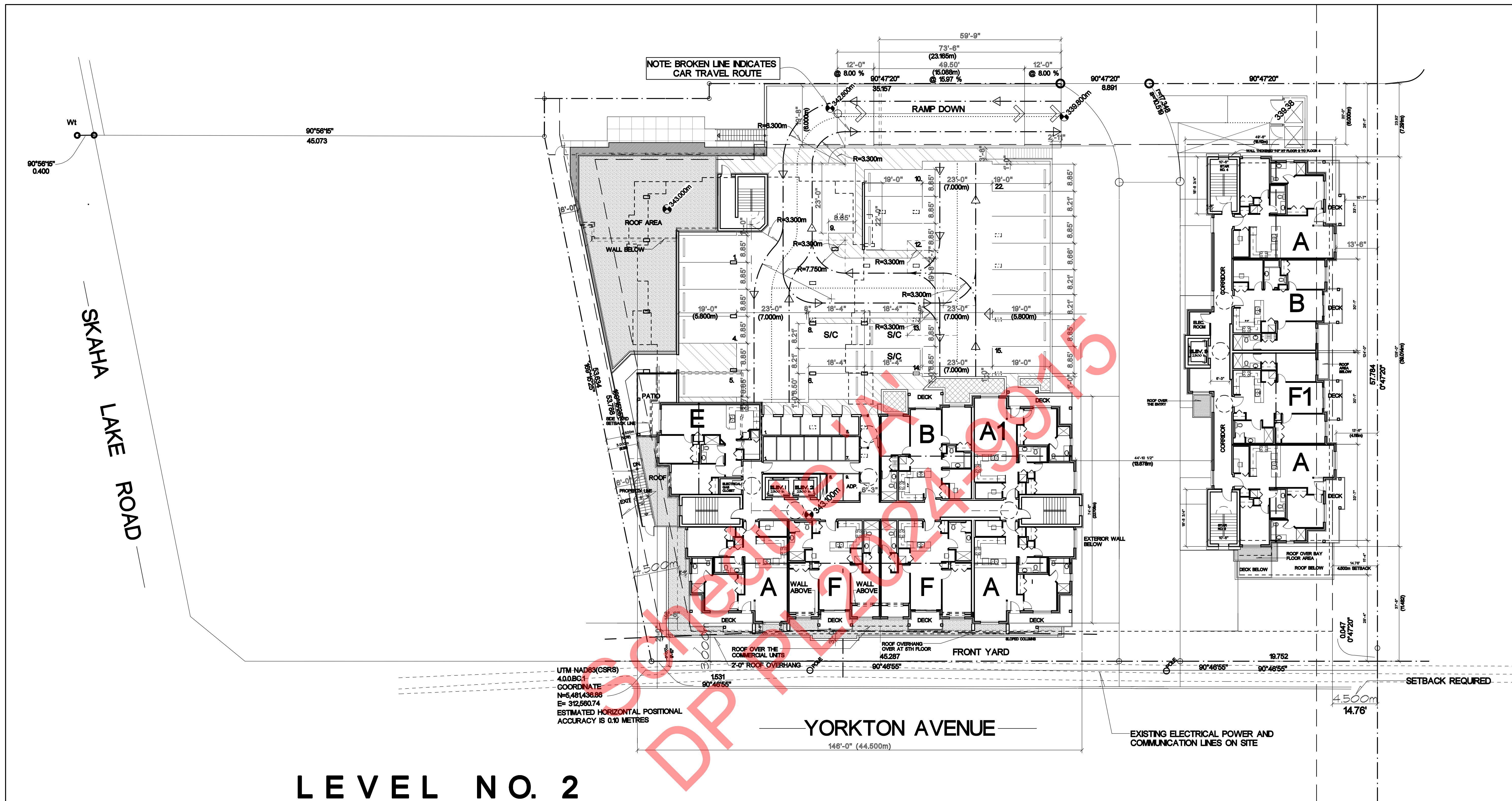
SCALE:

1/16" = 1'-0"

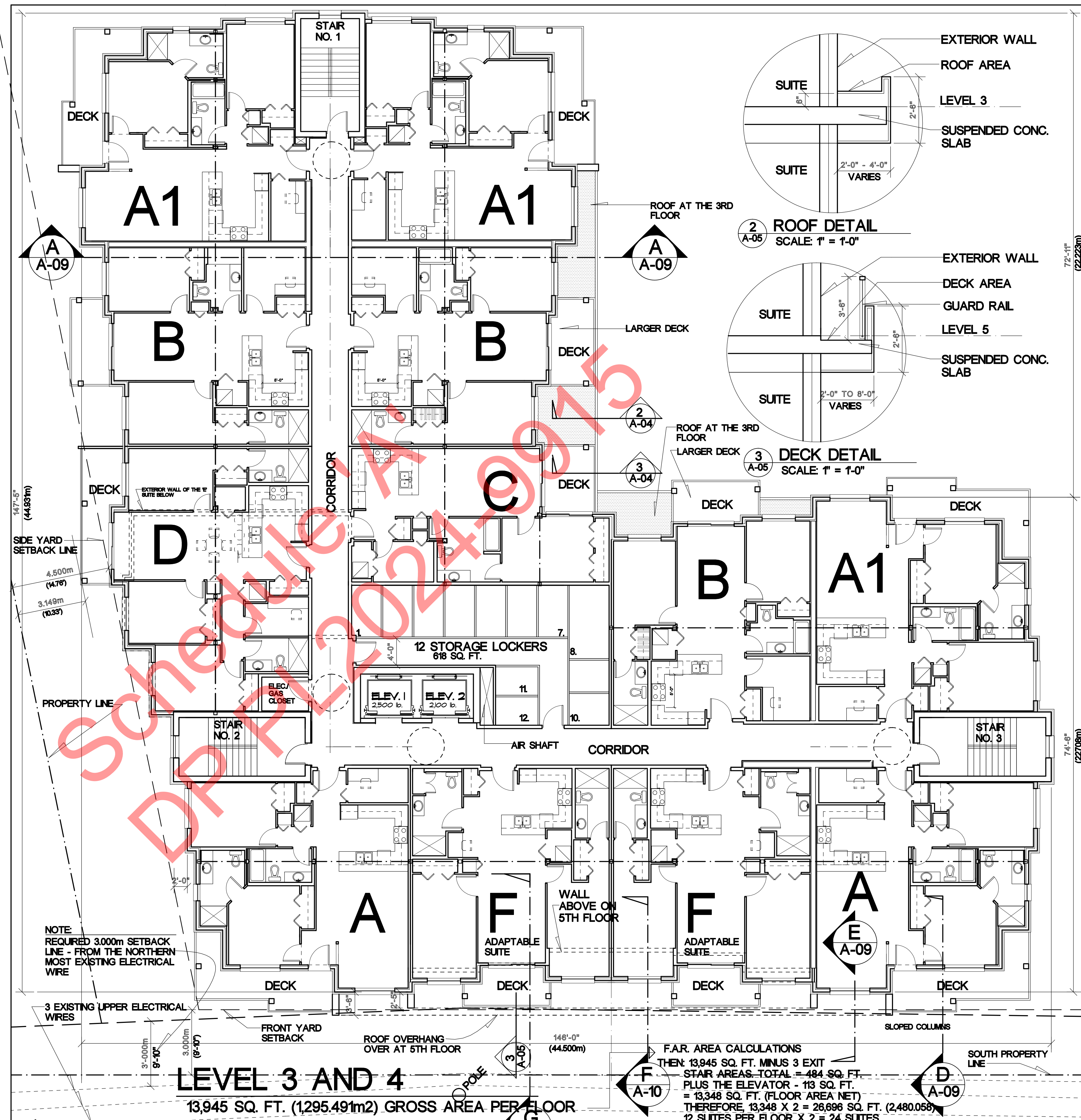
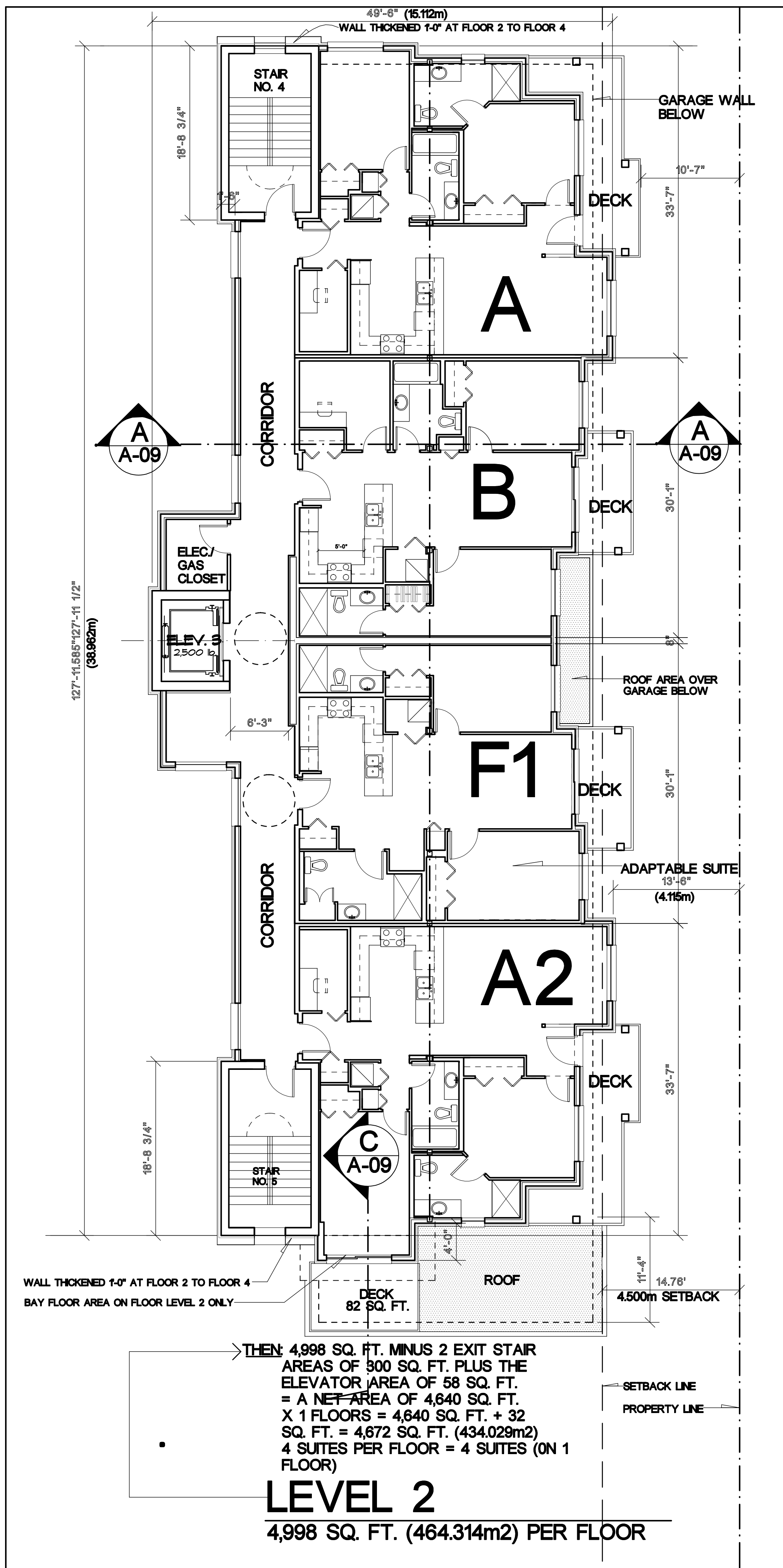
REVISION NO.

DRAWING NO.

A-03A







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5.	2024-10-15	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
4.	2024-09-10	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
3.	2024-09-05	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
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KELOWNA, BC  
V1W 5A7

**PROJECT:**  
**PENTICTON MULTI-FAMILY RENTAL PROJECT**  
**BUILDINGS NO. 4 & 5**  
**- 67 SUITES OVERALL**  
PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

**DRAWING TITLE:**  
**BUILDINGS NO. 4 AND 5**  
**FLOOR PLANS, LEVELS 3 AND 4 (IN BUILDING 4) AND FLOORS 2 (BUILDING 5)**

**PROJECT NO:**  
2024 10

**DRAWN BY:** RJ  
**CHECKED BY:** RJ

**DATE:**  
JUNE 13, 2024

**SCALE:**  
1/8" = 1'-0"

**REVISION NO.** **DRAWING NO.**  
**A-04**





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6.	2025-01-13	RE-SUBMITTED TO COP PLANNING FOR REZONING AND D.P. APPLICATION
5.	2024-10-15	SUBMITTED TO COP PLANNING FOR REZONING AND D.P. APPLICATION
4.	2024-09-10	SUBMITTED FOR COP PLANNING DEED REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-08-12	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

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ARCHITECTURE

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e:mail - mark@surfarchitecture  
www.surfarchitecture.com**

CLIENT:  
STARLINE ENTERPRISES  
LTD.  
4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

**PROJECT:**  
**PENTICTON MULTI-FAMILY**  
**RENTAL PROJECT**  
**BUILDINGS NO. 4 & 5**  
**- 67 SUITES OVERALL**  
**PROJECT ADDRESS:**  
**235 YORKTON AVENUE**  
**PENTICTON, BC**

**DRAWING TITLE:**  
**BUILDING NO. 4 & 5**  
**FLOOR PLANS, LEVELS 5 AND 6**  
**IN BUILDING 4 AND LEVELS**  
**3 AND 4 - BUILDING NO. 5**

PROJECT NO:

DRAWN BY: R.I. CHECKED BY:

DATE:  
JUNE 13, 2024

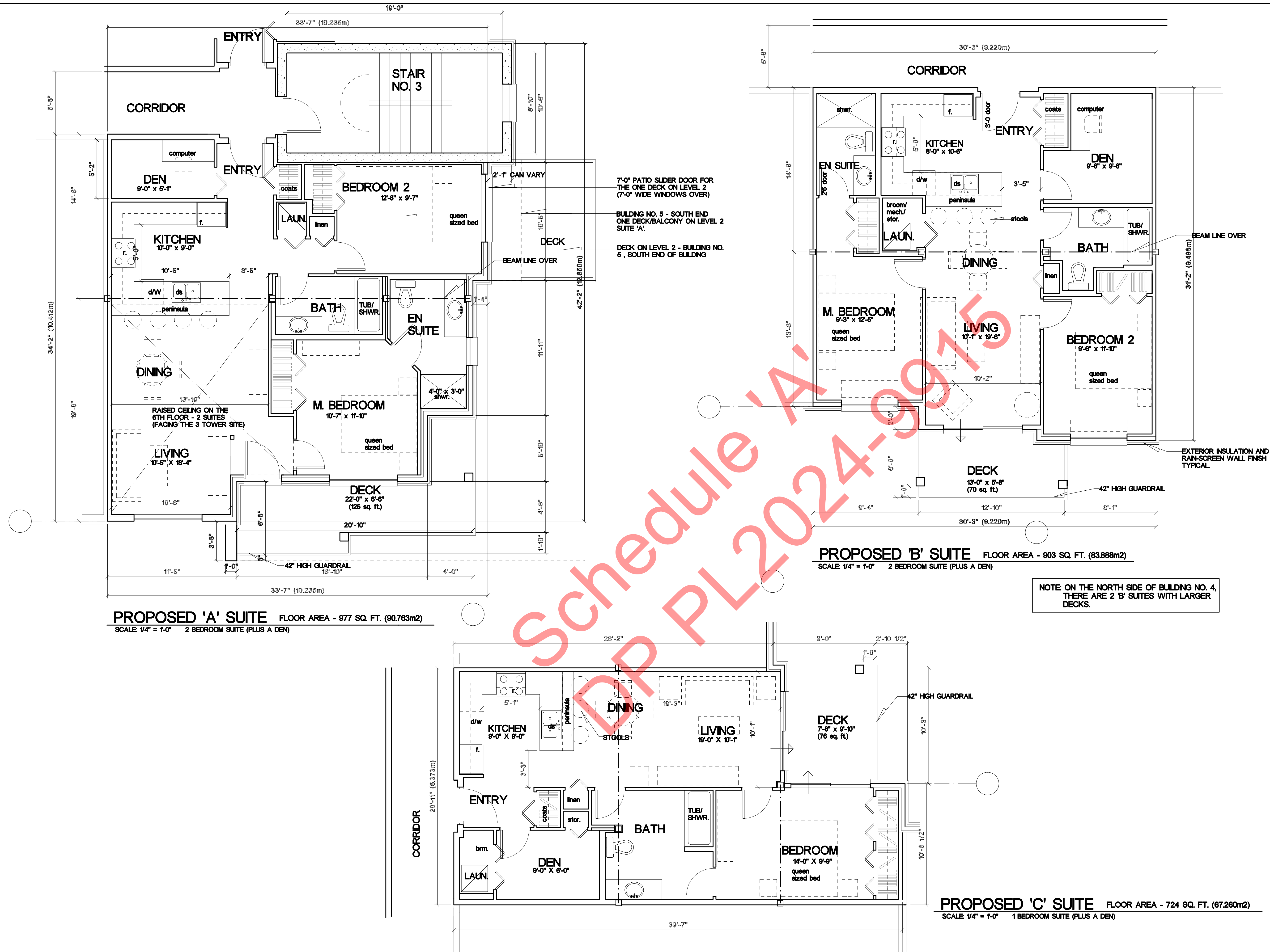
**SCALE:**

REVISION NO.      DRAWING NO.

**A-05**



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6.	2025-01-13	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND D.P. APPLICATION
5.	2024-10-15	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND D.P. APPLICATION
4.	2024-09-10	DEPT. REVIEW
3.	2024-09-05	DEPT. REVIEW
2.	2024-08-12	DEPT. REVIEW
1.	2024-06-27	DEPT. REVIEW

## ISSUES:

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ARCHITECTURE

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www.surfarchitecture.com

## CLIENT:

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4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

APARTMENT SUITE  
PLANS - A, B AND C

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

## SCALE: AS SHOWN

AS SHOWN

## REVISION NO.

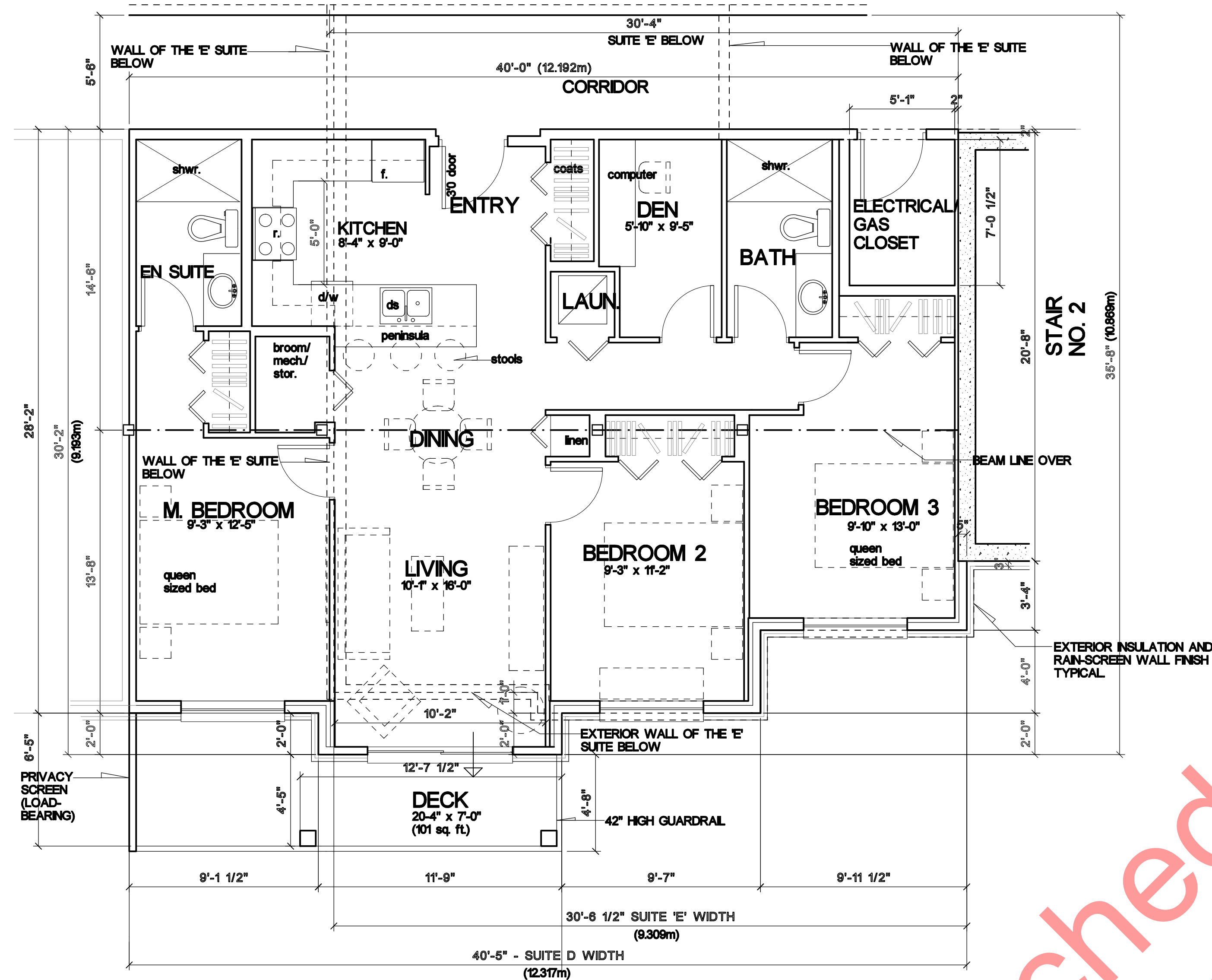
## DRAWING NO.

A-06

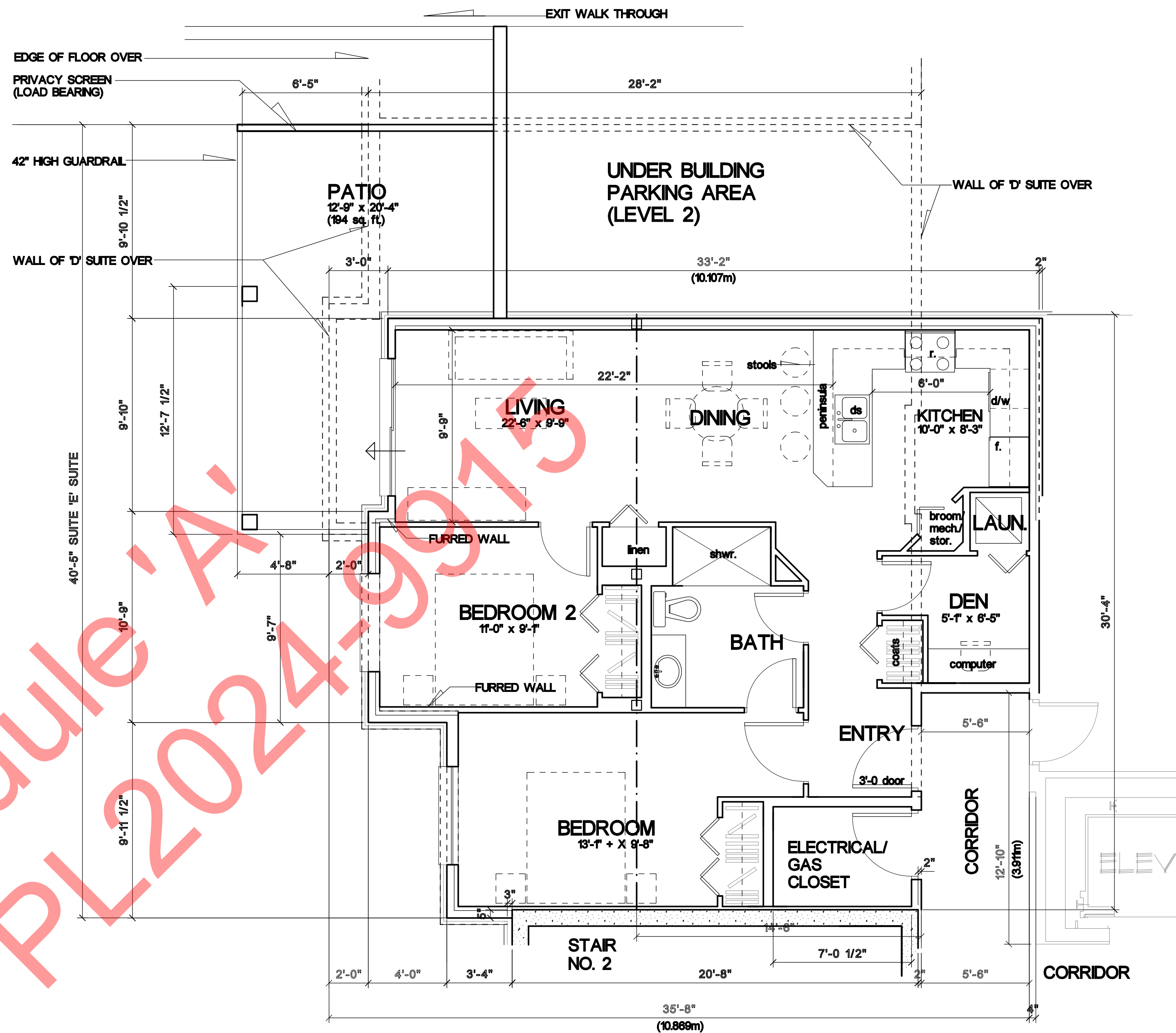
## 1 APARTMENT SUITE PLANS - A, B &amp; C

SCALE: 1/4" = 1'-0"

NORTH:



**PROPOSED 'D' SUITE** FLOOR AREA - 1,071 SQ. FT. (99.496m<sup>2</sup>)  
SCALE 1/4" = 1'-0" 3 BEDROOM SUITE



**PROPOSED 'E' SUITE** FLOOR AREA - 885 SQ. FT. (82.217m<sup>2</sup>)  
SCALE 1/4" = 1'-0" 2 BEDROOM SUITE

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5.	2024-10-15	SUBMITTED TO CIP PLANNING FOR REVISION AND CIP APPLICATION
4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-08-12	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

**ISSUES:**

**SURF**  
ARCHITECTURE

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**CLIENT:**

**STARLINE ENTERPRISES LTD.**  
4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

**PROJECT:**

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

**PROJECT ADDRESS:**

235 YORKTON AVENUE  
PENTICTON, BC

**DRAWING TITLE:**

APARTMENT SUITE  
PLANS - D AND E

**PROJECT NO:**

2024 10

**DRAWN BY:**

RJ

**CHECKED BY:****DATE:**

JUNE 13, 2024

**SCALE: AS SHOWN**

AS SHOWN

**REVISION NO.****DRAWING NO.****A-07****1 | APARTMENT SUITE PLAN - D AND E**

SCALE : 1/4" = 1'-0"



NORTH:

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## PROFESSIONAL SEAL:

7.	2025-04-10	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
6.	2025-01-13	RE-SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
5.	2024-10-15	SUBMITTED TO CIP PLANNING FOR REVIEW AND CIP APPLICATION
4.	2024-09-10	SUBMITTED FOR CIP PLANNING REVIEW
3.	2024-09-05	ISSUED TO CLIENT FOR FINAL REVIEW
2.	2024-08-12	ISSUED TO CLIENT FOR SECOND REVIEW
1.	2024-06-27	ISSUED TO CLIENT FOR FIRST REVIEW

## ISSUES:

**SURF**  
ARCHITECTURE

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## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL

## PROJECT ADDRESS:

235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

**APARTMENT SUITE  
PLANS - F AND F1  
(ADAPTABLE SUITES)**

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

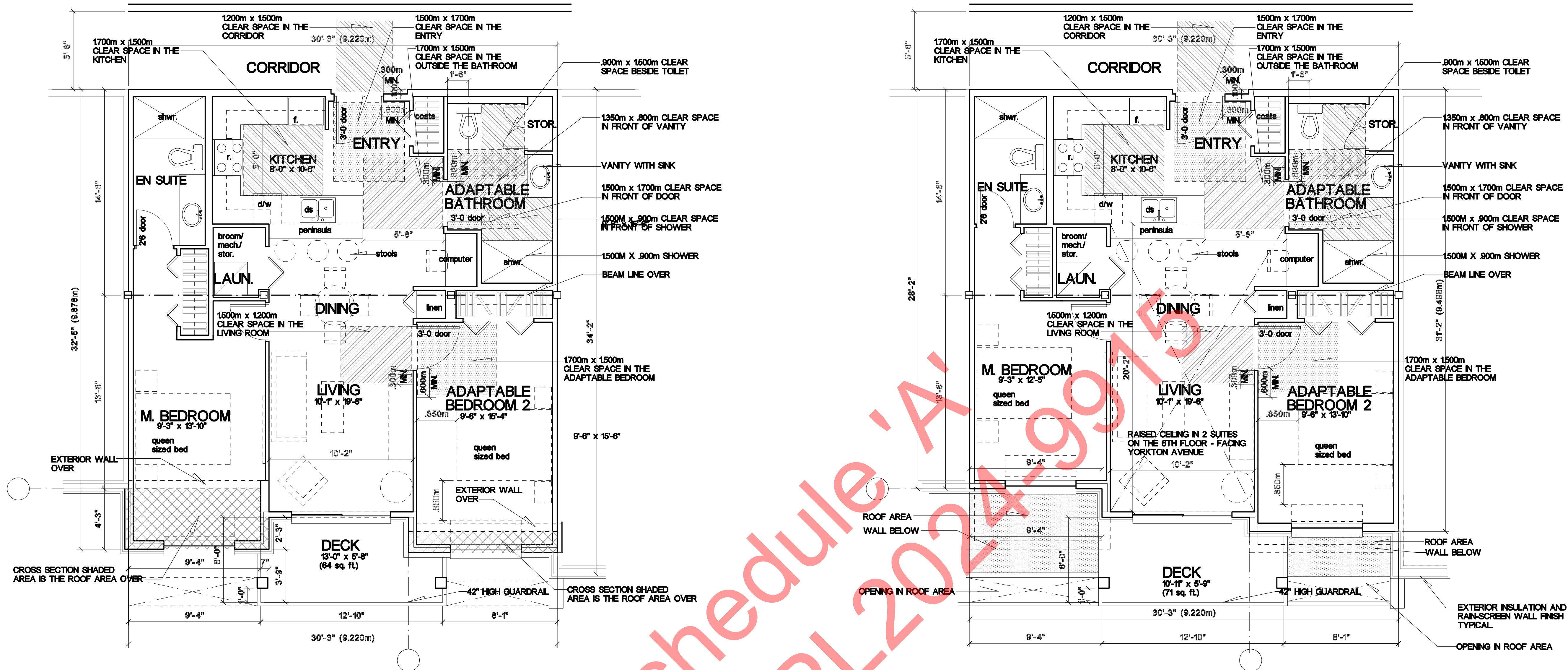
## SCALE: AS SHOWN

AS SHOWN

## REVISION NO.

## DRAWING NO.

A-08



**PROPOSED 'F' SUITE** FLOOR AREA - 962 SQ. FT. (90.113m<sup>2</sup>)  
SCALE: 1/4" = 1'-0" 2 BEDROOM SUITE (THIS IS AN ADAPTABLE SUITE)

NOTE: IN THIS PROJECT, THERE ARE 13 ADAPTABLE 'F' AND 'F1' SUITES  
(THIS WORKS OUT TO BE 20 % OF THE TOTAL SUITES ON SITE)

**PROPOSED 'F1' SUITE** FLOOR AREA - 904 SQ. FT. (83.888m<sup>2</sup>)  
SCALE: 1/4" = 1'-0" 2 BEDROOM SUITE (THIS IS AN ADAPTABLE SUITE)

NOTE: IN THIS PROJECT, THERE ARE 13 ADAPTABLE 'F' AND 'F1' SUITES  
(THIS WORKS OUT TO BE 20 % OF THE TOTAL SUITES ON SITE)

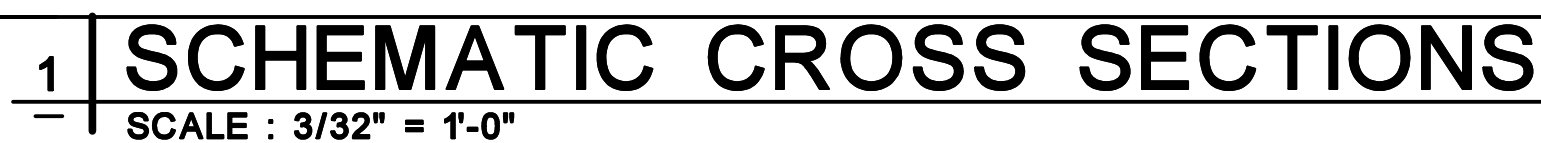
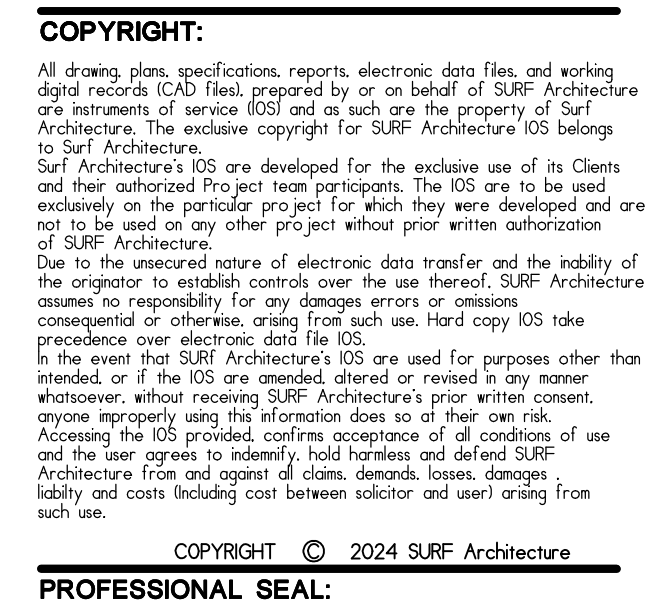
## LEGEND

- 1500m X 1700m (OR 1700m X 1500m) CLEAR SPACE IN FRONT OF DOOR (OPENING INTO THIS CLEAR SPACE) FOR ADAPTABLE BEDROOMS AND ADAPTABLE BATHROOMS
- 1500m X 1700m (OR 1700m X 1500m OR 1200m X 1500m) CLEAR SPACE IN HALLWAYS, THE BUILDING CORRIDOR, ETC.
- OVERLAP OF CLEAR SPACES, I.E. BESIDE THE SHOWER, BESIDE THE TOILET OR IN FRONT OF THE VANITY (IN BATHROOMS)

## 1 | APARTMENT SUITE PLANS - F AND F1

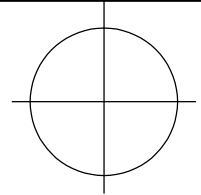
SCALE : 1/4" = 1'-0"







NORTH:



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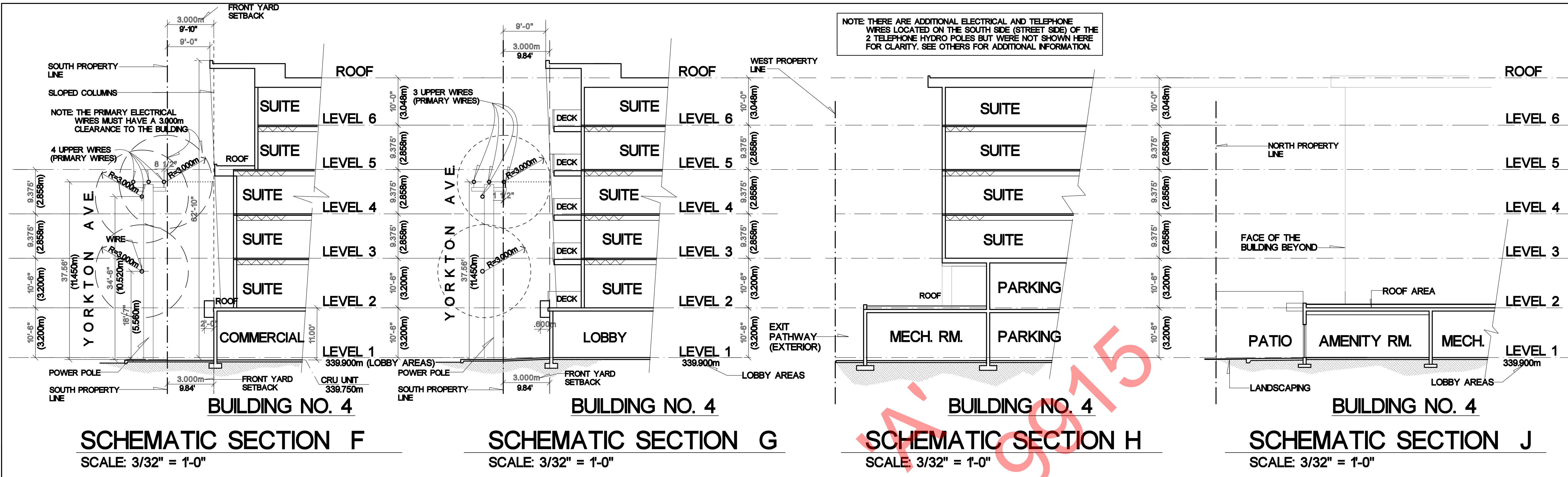
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## PROFESSIONAL SEAL:



## 2 | SCHEMATIC CROSS SECTIONS

SCALE : 3/32" = 1'-0"

### NOTES:

- PROVIDE WHEEL STOPS FOR ALL 39 EXTERIOR PARKING STALLS ON LEVELS 1 AND 2. THE WHEEL STOPS ARE SHOWN ON DRAWINGS A-02 AND A-03.
- REGARDING THE GARBAGE AND RE-CYCLING CENTRE, THE FINAL DESIGN AND SIZE WILL BE DETERMINED AT CONSTRUCTION DRAWING STAGE. SEE DRAWING A-02 FOR THIS (REAR OF SITE).
- REGARDING GUEST BICYCLE PARKING SPACES - THERE ARE 8 - 6'-0" X 2'-0" PUBLIC BICYCLE PARKING SPACES NEXT TO THE 3 COMMERCIAL SPACES DENOTED BY THE SYMBOL 'BP'. THIS MEETS THE BYLAW REQUIREMENTS.
- REGARDING ELECTRICAL CAR CHARGING STATIONS - 1 LEVEL 2 CHARGING STATION IS TO BE PROVIDED FOR ALL 67 RESIDENTIAL SUITES, 2 OF THE COMMERCIAL GUEST PARKING STALLS, AND 1 OF THE EXTERIOR ACCESSIBLE PARKING STALLS. THE ELECTRICAL CAR CHARGING STATIONS MUST CONFORM TO ALL THE REQUIREMENTS OF s.6.6 OF THE PENTICTON ZONING BYLAWS.
- AN ELECTRICAL TRANSFORMER HAS BEEN LOCATED ON SITE NEAR PARKING STALL NO. 57. THE LOCATION SIZE ETC. TO BE CONFIRMED BY ELECTRICAL CONSULTANT.
- A FIRE HYDRANT HAS BEEN LOCATED ON SITE. ITS LOCATION, SIZE ETC. TO BE CONFIRMED BY OTHERS. DENOTED AS 'FH'.
- ON SITE ELECTRICAL LIGHTING - LIGHTING SHALL BE PROVIDED TO ALL BUILDING ENTRANCES/EXITS, WALKWAYS, DRIVEWAYS, PARKING AND LOADING AREAS PROVIDING SECURITY TO THE SITE.
- SCREENING OF PARKING STALLS (NEAR PARKING STALLS 41 AND 57) IS DETAILED ON DRAWING NO. A-09 (DETAIL NO. 1).
- 'VT' DENOTES - VINE TRELLIS - 8-9 OF THESE LOCATED ON BOTH BUILDINGS NO. 4 AND 5. SEE DETAIL NO. 4 ON DRAWING A-09. SEE LANDSCAPE DRAWINGS TOO.
- ALONG YORKTON AVENUE, THERE IS AN EXISTING BC HYDRO SET OF POWER LINES AND 2 POWER POLES. BUILDING NO. 4 HAS BEEN DESIGNED TO FIT OUTSIDE OF THE REQUIRED 3.000m DISTANCE FROM THE PROPOSED BUILDING TO THE NEAREST POWER LINE, BUT JUST BARELY. IF ITS POSSIBLE, WE STRONGLY RECOMMEND THAT THE EXISTING MOST NORTHERN WIRE BE RELOCATED TO A DIFFERENT LOCATION ON THE EXISTING POWER POLES. SEE OTHERS FOR THIS INFORMATION.
- THE POWER POLE ON THE EAST SIDE OF THE SITE WILL HAVE TO BE RE-LOCATED. THERE ARE EXISTING UNDERGROUND BC HYDRO AND TELUS SERVICES NEXT TO THIS POLE. THESE MAY HAVE TO BE MOVED TOO. SEE OTHERS. THE FIRE LANE/INTERNAL ROAD WILL HAVE TO BE EXTENDED TO YORKTON AVENUE WITH A NEW LET-DOWN PUT INTO PLACE. SEE OTHERS FOR THIS.
- PLEASE NOTE, THE LOCATION OF THE POWER POLES AND THE ELECTRICAL WIRES HAS BEEN ESTABLISHED BY A BC LAND SURVEYOR EMPLOYED BY THE DEVELOPER, AND THAT INFORMATION HAS BEEN PLACED ON THESE DRAWINGS. SEE DRAWINGS A-02, A-03, A-04, A-05, A-09 AND A-10.
- ALONG YORKTON AVENUE, JUST NORTH OF THE EXISTING CITY SIDEWALK, THERE IS SOME EXISTING LANDSCAPING INCLUDING SOME TREES. MOST OF THIS OLD LANDSCAPING CAN BE LEFT AS IS AND NEW LANDSCAPING CAN BE ADDED TO IT. SEE LANDSCAPE DRAWINGS.
- AS PER THE CITY OF PENTICTON ZONING BYLAW - CHAPTER 6, SENTENCE 6.3.3 - REGARDING SITE LIGHTING AROUND ON-SITE PARKING AREAS AND LOADING AREAS WILL BE ILLUMINATED AS PER THE REQUIREMENTS OF THIS SECTION OF THE BYLAW.
- AS SHOWN ON THE ELEVATIONS AND DRAWING A-05, STAIR SHAFTS NO. 1 AND 4 IN BOTH BUILDINGS WILL BE EXTENDED TO THE ROOF (TO ALLOW FOR ROOF MAINTENANCE). THIS MEANS THE ROOF OVER THESE 2 STAIRS WILL BE HIGHER THAN THE TYPICAL ROOF HEIGHT. THE 2 ELEVATOR PENTHOUSE ROOFS WILL ALSO BE HIGHER THAN THE TYPICAL ROOF HEIGHT. THE PUBLIC IS NOT BE ALLOWED TO HAVE ACCESS TO THE ROOF AREAS OF THE 2 BUILDINGS.

### STATISTICS

SITE AREA - 116 ACRES - 48,613 SQ. FT. (4,516,148m<sup>2</sup>)

OFFICIAL COMMUNITY PLAN - FUTURE LAND USE - URBAN RESIDENTIAL

PRESENT ZONING - CT3 - HOTEL RESORT

PROPOSED ZONING - RM-3 (MODIFIED, AND WITH VARIANCES)

TOTAL PARKING = 91 STALLS ON SITE AND IN GARAGES

- 17 ON SITE
- 12 UNDER BUILDING NO. 5
- 40 UNDER BUILDING NO. 4
- 22 ON LEVEL 2 (BUILDING NO. 4)

91 STALLS PROVIDED (TOTAL)  
(AND 91 STALLS ARE REQUIRED)

- 22 CARS ARE THE 'SMALL CAR TYPE'
- 3 CAR STALLS ARE THE 'ACCESSIBLE' TYPE

PARKING ANALYSIS:

RESIDENTIAL REQUIREMENTS - 67 SUITES X 120 = 8040 = 80 PARKING STALLS REQUIRED (INCLUDES 13 GUEST CAR STALLS)

COMMERCIAL SPACES REQUIREMENTS: 1 RESTAURANT - 144.65m<sup>2</sup> / 50m<sup>2</sup> = 2.89 STALLS. RETAIL # 1 - 104,410m<sup>2</sup> / 30m<sup>2</sup> = 3.48 STALLS. RETAIL # 2 - 110,551m<sup>2</sup> / 30m<sup>2</sup> = 3.68 STALLS.

IF A PERSONAL SERVICES ESTABLISHMENT OR AN BUSINESS OFFICE TAKES ONE OR BOTH OF THE RETAIL SPACES, THE PARKING REQUIREMENTS IS THE SAME AS THE RETAIL SPACES REQUIRE.

THEREFORE WE NEED 3 + 4 + 4 STALLS = 11 STALLS REQUIRED FOR THE COMMERCIAL SPACES

PARKING FOR RESIDENTIAL SUITES - 67 PARKING STALLS PLUS 13 PARKING STALLS FOR GUESTS PLUS 11 STALLS FOR THE COMMERCIAL SPACES WHICH MEANS WE ARE REQUIRED TO PROVIDE 91 STALLS (IN TOTAL)

ADDITIONALLY, 1 LOADING SPACE - 9.000m X 3.000m IS PROVIDED ON SITE.

BIKE PARKING - 34 SPACES IN ONE STORAGE ROOM IN BUILDING NO. 1 FOR BOTH BUILDINGS (THIS EQUALS .50 SPACES PER SUITE)

## (CONTINUED)

THIS PROJECT NEEDS A RELAXED REAR YARD AND SIDE YARD SETBACK (FOR THE PARKING GARAGE, RAMP, AMENITY ROOM ON THE GARAGE LEVEL)

ADDITIONALLY, SOME BUILDING PROJECTIONS INTO SIDE, FRONT AND SOME REAR YARDS MAY BE GREATER THAN THE ZONING BYLAW WOULD NORMALLY ALLOW

### ZONE RM-3 REQUIREMENTS

MAXIMUM LOT COVERAGE - 50 % (NEED APPROX. 62 %)

MAXIMUM DENSITY - - 16 FAR (NEED 170)

MAXIMUM HEIGHT - 24.000m (78.74 ft) PRINCIPAL BUILDING)

MINIMUM FRONT YARD - 3.000 METRES

MINIMUM SIDE YARDS - 4.500 METRES

MINIMUM REAR YARD - 6.000 METRES

AMENITY SPACE REQUIRED = 20,000 SQ. METRES PER SUITE

THIS RM-3 ZONE MUST ALLOW SOME COMMERCIAL SPACES FRONTING YORKTON AVENUE (BY REQUESTED VARIANCE)

SITE COVERAGE ACTUAL: NORMALLY, 50 % IS ALLOWED WITH THE 2 GARAGE AREAS, INCLUDING THE RAMP AND THE COMMERCIAL AREAS ALONG YORKTON AVENUE, THE AREAS ADD UP TO - BUILDING NO. 4 - 24,494 SQ. FT. PLUS THE AREA OF BUILDING NO. 5 - 5,434 SQ. FT. = 29,928 SQ. FT. (2,780.31m<sup>2</sup>) = AN ACTUAL SITE COVERAGE OF 61.56 %

A VARIANCE IS REQUESTED FOR THIS TO BE INCREASED TO 62 % SITE COVERAGE

### FLOOR AREAS (F.A.R.)

COMMERCIAL SPACES - 3,871 SQ. FT.

BUILDING NO. 4 - 53,124 SQ. FT. (LEVELS 3-6)

BUILDING NO. 4 - 8,338 (LEVEL 2)

BUILDING NO. 5 - 13,952 SQ. FT.

LEVEL 1 LOBBY AREAS - 685 SQ. FT.

79,950 SQ. FT. (7,427,355m<sup>2</sup>)

DOES NOT INCLUDE ANY AREAS IN GARAGE SUCH AS PARKING, AMENITY RM, STORAGE ROOMS, MECH, ELEC. RMS, ETC.

WORKS OUT TO F.A.R. OF 164

THEREFORE F.A.R. NEEDS TO BE INCREASED TO 170. VARIANCE REQUESTED

### AMENITY SPACE AREAS

ALL SUITE DECKS ADD UP TO - 6,803 SQ. FT.

THE AMENITY RM. ON LEVEL 1 - 1,144 SQ. FT.

OUTDOOR AMENITY SPACE NO. 1 - 4,639 SQ. FT.

OUTDOOR AMENITY SPACE NO. 2 - 1,280 SQ. FT.

LOCKER STORAGE SPACES - 3,320 SQ. FT.

HAVE 16,986 SQ. FT.

NEED 216,30 SQ. FT. (20,000m<sup>2</sup>) PER SUITE X 67 SUITES = 14,425 SQ. FT. TOTAL

### HARD SURFACE AREAS

ALL HARD SURFACES ADD UP TO 88 % SITE COVERAGE. NORMALLY AS PER CITY BYLAW, UP TO 60 % LOT COVERAGE FOR HARD SURFACING IS USUALLY ALLOWED. VARIANCE REQUESTED HERE BECAUSE WE ARE PROPOSING 88 % SITE COVERAGE FOR HARD SURFACING FOR THE SITE.

7.	2025-04-10	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
6.	2025-02-28	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
5.	2025-01-13	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
4.	2024-10-16	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
3.	2024-09-10	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
2.	2024-08-06	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION
1.	2024-06-27	RE-SUBMITTED TO CIP PLANNING FOR REZONING AND D.P. APPLICATION

## ISSUES:

**SURF**  
ARCHITECTURE

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## CLIENT:

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4479 GASPARDONE RD.  
KELOWNA, BC  
V1W 5A7

## PROJECT:

PENTICTON MULTI-FAMILY  
RENTAL PROJECT  
BUILDINGS NO. 4 AND 5  
- 67 SUITES OVERALL  
PROJECT ADDRESS:  
235 YORKTON AVENUE  
PENTICTON, BC

## DRAWING TITLE:

**SCHEMATIC CROSS  
SECTIONS F, G, H, J  
STATISTICS, NOTES**

## PROJECT NO:

2024 10

## DRAWN BY:

RJ

## CHECKED BY:

## DATE:

JUNE 13, 2024

## SCALE:

AS SHOWN

## REVISION NO.

## DRAWING NO.

**A-10**

## 1 | SITE DATA AND NOTES

SCALE : 3/32" = 1'-0"





Unit #210, 12 St. Joseph Street  
St. Albert, Alberta T8N 7L9  
T: 780.460.7990

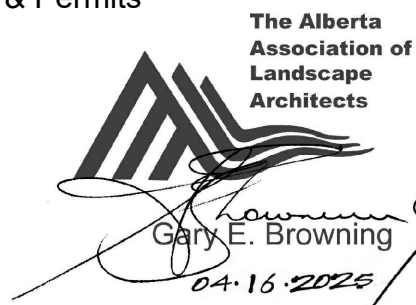
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#### Revisions

Description	No.	Date	By
Issued For DP Approval	A	02/25/2025	SP
Re-issued For DP Approval	B	03/14/2025	SP
Re-issued For DP Approval	C	04/16/2025	SP

#### Seals & Permits



#### Notes

THE LANDSCAPE CONSULTANT reserves the right to make changes onsite in order to improve the landscape design, or aesthetics at any time during the construction operation, as long as that construction operation is still in progress, at no cost to the OWNER, the LANDSCAPE CONSULTANT or any other professional associated with the project. Refer to specification for further clarification.

#### Client

**Starline Enterprises Ltd.**

4479 Gaspardone Rd.  
Kelowna, BC

#### Project Title

**Penticton Multifamily Rental Project  
Building No. 4 & 5**

235 Yorkton Avenue  
Penticton, BC

#### Drawing Title

**Overall Landscape Plan**

Project No: 25-01

Date: 02/20/2025

Designed By: SP

Drawn By: SP

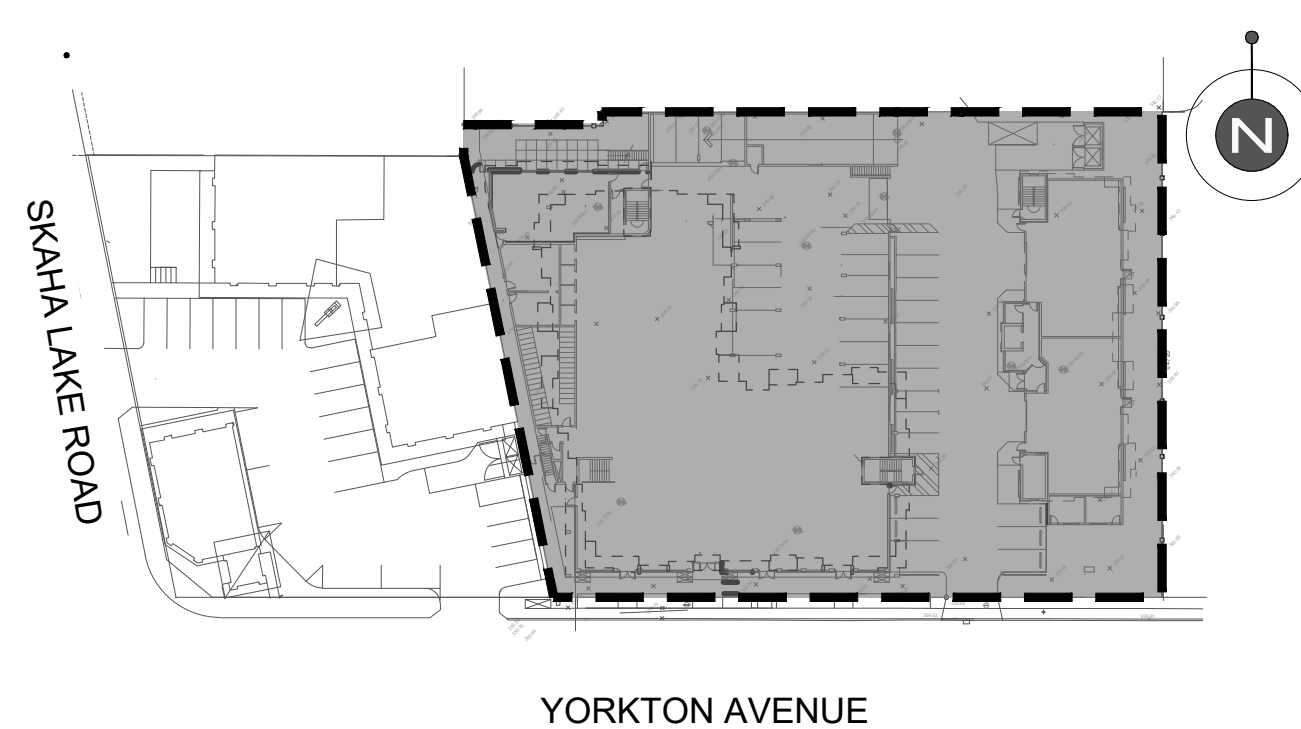
Checked By: BG

Scale: AS SHOWN

Sheet: Issue/Revision

L-100

C



#### KEY PLAN

SCALE: N.T.S.

#### GENERAL NOTES

- ALL DIMENSIONS ARE IN METERS UNLESS NOTED OTHERWISE.
- ALL LANDSCAPE CONSTRUCTION TO MEET OR EXCEED CITY OF PENTICTON STANDARDS, CURRENT EDITION.
- PRIOR TO INSTALLATION, ALL LOCAL NURSERY STOCK MAY BE INSPECTED BY CIVIC REPRESENTATIVES TO ENSURE STOCK AVAILABILITY. LANDSCAPE ARCHITECT TO COORDINATE THIS OPTIONAL INSPECTION WITH THE DIRECTOR OF PROJECT MANAGEMENT.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, THE CONTRACTOR SHALL ENSURE COORDINATION WITH BC 1 CALL AND OTHER UTILITIES AS REQUIRED TO STAKE ALL BELOW GRADE UTILITIES. CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGES TO UTILITIES.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, THE LANDSCAPE ARCHITECT WILL INSPECT STAKING OF ALL TREE AND SHRUB LOCATIONS HAVING REGARD FOR THE UTILITIES STAKED BY BC 1 CALL AND OTHERS AND ALL SETBACKS.
- ALL EXCAVATIONS ARE TO MAINTAIN THE MINIMUM DEFINED SETBACKS FROM UTILITIES.
- IF EXCAVATIONS ARE REQUIRED CLOSER THAN 1.0m TO UNDERGROUND POWER, TELEPHONE AND GAS ALIGNMENTS, HAND DIGGING UNDER THE SUPERVISION OF THE AFFECTED UTILITY WILL BE REQUIRED. THE CONTRACTOR IS RESPONSIBLE TO CONTACT THE APPROPRIATE UTILITY TO APPROVE, REVIEW, AND/OR DEFINE SAFE PROCEDURES FOR THESE EXCAVATIONS.
- CONTRACTOR RESPONSIBLE FOR SOIL TESTS AND AMENDMENTS FOR TOPSOIL FROM STOCKPILE. SOIL TEST RESULTS AND RECOMMENDATIONS TO BE SUBMITTED TO LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.
- ALL PLANT MATERIAL TO BE TRUE TO TYPE, SIZE, QUALITY, AND CONDITION AS SPECIFIED. ALL TREES MUST BE HIGH HEADED WITH FULL AND UNIFORM CROWNS AND SINGLE WELL DEVELOPED LEADERS. TREES WITH BROKEN LEADERS WILL NOT BE ACCEPTED. ALL ELM SPECIES MUST COME FROM A LOCAL DED FREE SOURCE.
- CONTRACTOR RESPONSIBLE FOR VERIFYING ALL QUANTITIES AND NOTIFYING CONSULTANT OF ANY OMISSIONS.
- TREE LOCATIONS TO BE ADJUSTED ON SITE WITH REGARD TO MINIMUM TREE SETBACKS FOR ABOVE AND BELOW GROUND UTILITIES AND DRIVEWAYS.
- ALL ARCHITECTURAL FEATURES TO BE LOCATED ON PRIVATE PROPERTY.
- ALL PINE SPECIES MUST COME FROM PITCH MOTH (PETROVA ALBICAPITANA) FREE SOURCE.
- ALL ELM SPECIES MUST COME FROM A DUTCH ELM DISEASE (DED) FREE SOURCE.

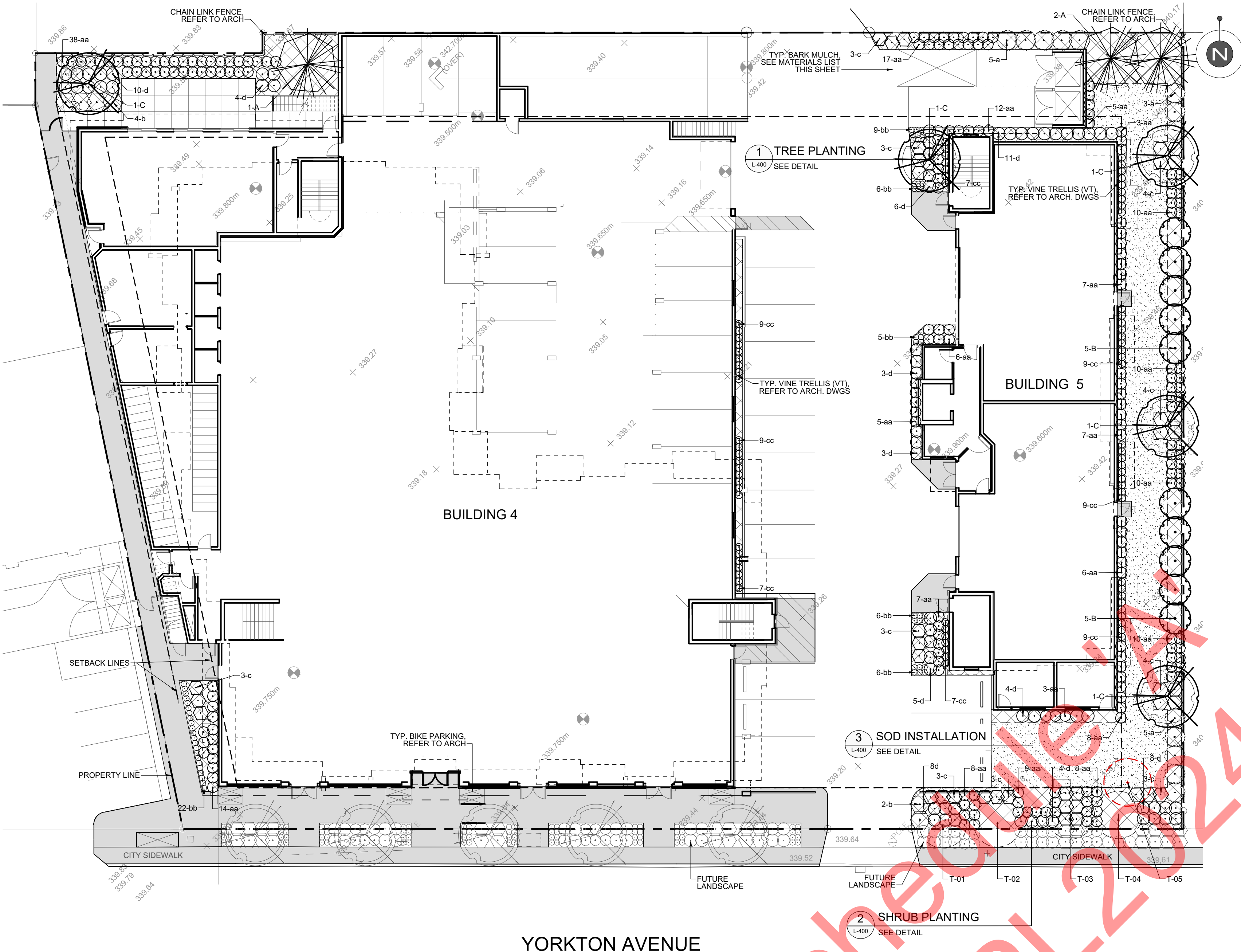
#### ASSOCIATED MATERIALS

125mm HT. HD POLYETHYLENE LANDSCAPE EDGER  
(OR APPROVED EQUAL)  
INSTALL TO MANUFACTURER SPECIFICATIONS.

#### MATERIAL LIST L-100

KEY	QTY.	UNIT	BOTANICAL NAME	COMMON NAME	SIZE/REMARKS
TREES					
A	3	each	PINUS PONDEROSA	PONDEROSA PINE	2500mm HT; SINGLE LEADER, SPACING AS SHOWN, B&B
B	10	each	POPULUS TREMULA 'RECTA'	SWEDISH COLUMNAR POPLAR	60mm CAL; SPACING AS SHOWN, B&B
C	5	each	SYRINGA RETICULATA	JAPANESE TREE LILAC	60mm CAL; SPACING AS SHOWN, B&B
SHRUBS					
a	13	each	CORNUS SERICEA	RED OSIER DOGWOOD	450mm MIN. HT.; MIN. 5 CANES EVENLY BRANCHED; 300mm ROOT SPREAD; BUSHY PLANTS
b	6	each	JUNIPERUS HORIZONTALIS 'BLUE CHIP'	BLUE CHIP JUNIPER	450mm MIN. SPREAD; EVENLY BRANCHED; BUSHY PLANTS WITH NO BARE OR BROWN SPOTS, CONTAINER/SPECIMEN
c	39	each	PINUS MUGO 'SLOWMOUND'	SLOWMOUND MUGO PINE	450mm MIN. SPREAD; EVENLY BRANCHED; BUSHY PLANTS WITH NO BARE OR BROWN SPOTS, CONTAINER/SPECIMEN
d	64	each	SYMPHORICARPOS ALBUS	SNOWBERRY	450mm MIN. HT.; MIN. 5 CANES EVENLY BRANCHED; 300mm ROOT SPREAD; BUSHY PLANTS
PERENNIALS					
aa	203	each	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
bb	54	each	SEDUM 'AUTUMN JOY'	AUTUMN JOY SEDUM	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
cc	75	each	PARTHENOCISSUS QUINQUEFOLIA	VIRGINIA CREEPER	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
MISC. MATERIALS					
	205	m <sup>2</sup>	SOD OVER MIN. 225mm DEPTH TOPSOIL		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
	340	m <sup>2</sup>	75mm DEPTH BARK MULCH (OR APPROVED EQUAL)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
	340	m <sup>2</sup>	450mm DEPTH TOPSOIL (SHRUB BED AREAS)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
	133	m	125mm HT. HD POLYETHYLENE LANDSCAPE EDGER		INSTALL AS PER MANUFACTURER SPECIFICATIONS

NOTE: CALIPER TAKES PRECEDENCE OVER HEIGHT



#### OVERALL LANDSCAPE PLAN

SCALE: 1:200  
0 2.5 5 7.5m

#### DEVELOPMENT REQUIREMENTS

TREES: 1 TREE PER 10 Lm OF BUFFER AREA  
SHRUBS: 1 SHRUB PER 1 Lm OF BUFFER AREA  
BUFFER AREA: 100 Lm  
CALCULATION: 100 / 10 = 10  
100 / 1 = 100  
REQUIRED: 10 TREES 100 SHRUBS

PROVIDED: 18 TREES 122 SHRUBS  
(332 PERENNIALS)

#### MINIMUM SETBACKS OF TREES

ENSURE ALL SETBACKS CONFORM TO CITY OF PENTICTON SETBACKS.

#### IRRIGATION SYSTEMS

- THE CONTRACTOR SHALL SUPPLY AND INSTALL A FULLY FUNCTIONAL AUTOMATIC PROGRAMMABLE IRRIGATION SYSTEM. IRRIGATION SYSTEMS WILL BE DESIGNED IN SUCH A WAY THAT ALL AREAS, INCLUDING LAWNS, BEDS, PLANTERS, GARDENS, AND GREEN ROOFS, WHETHER EXISTING OR NEW, ARE WATERED IN THE MOST EFFICIENT MANNER WHILE PROVIDING FULL COVERAGE. ONLY LANDSCAPE AREAS ARE TO RECEIVE WATER.
- SYSTEM CONFIGURATION WILL VARY DEPENDING ON PLANT VARIETY AND LANDSCAPE AREA. ANY OVERLAPPING OR UNNECESSARY SPRAY PATTERNS ARE TO BE KEPT TO A MINIMUM. SYSTEM INSPECTION AND NOZZLE ADJUSTMENTS ARE TO BE MADE AFTER THE INSTALL IS COMPLETE AND AT THE START OF EVERY GROWING SEASON. NOZZLES SHOULD BE REPLACED EVERY FIVE YEARS. WATERING TIMES ARE TO BE SET FOR THE EARLY MORNING TO REDUCE EVAPORATION.
- ONCE ESTABLISHED, ONE INCH OF WATER PER WEEK SHALL BE IRRIGATED ON ALL LAWN AREAS. TREES, SHRUBS, PERENNIALS, AND ORNAMENTALS GRASSES WILL BE WATERED ACCORDING TO THEIR NEEDS. DRIP SYSTEMS ARE RECOMMENDED FOR TREES. CONTRACTOR WILL BE RESPONSIBLE FOR ANY DAMAGE TO PLANTS CAUSED BY OVER OR UNDER WATERING.
- IRRIGATION PLANS SHALL BE PREPARED BY A QUALIFIED IRRIGATION CONSULTANT AND INSTALLED BY A PROFESSIONALLY CERTIFIED IRRIGATION INSTALLER. CONTRACTOR SHALL PROVIDE MANUALS AND TOOLS, REQUIRED FOR SYSTEM OPERATION, TO THE OWNER UPON SYSTEM COMPLETION. AS-BUILT DRAWINGS SHALL BE PROVIDED BY THE CONTRACTOR TO THE OWNER.
- ALL UNDERGROUND IRRIGATION SYSTEMS ARE TO BE EQUIPPED WITH A HIGH FLOW SHUTOFF VALVE AND BACK FLOW PREVENTION VALVE. ALL DOWN SPOUTS ARE TO BE DIRECTED AWAY FROM FOUNDATIONS AND INTO SHRUB BEDS OR TREE WELLS WHERE PRACTICAL.

#### EXISTING TREE PROTECTION SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	REMARKS
TREES			
T-01	DECIDUOUS TREE	UNKNOWN	TO BE PROTECTED
T-02	JUNIPERUS SCOPULORUM	UPRIGHT JUNIPER	TO BE PROTECTED
T-03	DECIDUOUS TREE	UNKNOWN	TO BE PROTECTED
T-04	JUNIPERUS SCOPULORUM	UPRIGHT JUNIPER	TO BE PROTECTED
T-05	DECIDUOUS TREE	UNKNOWN	TO BE REMOVED





Unit #210, 12 St. Joseph Street  
St. Albert, Alberta T8N 7L9  
T: 780.460.7990

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#### Revisions

Description	No.	Date	By
Issued For DP Approval	A	02/25/2025	SP
Re-issued For DP Approval	B	03/14/2025	SP
Re-issued For DP Approval	C	04/16/2025	SP

#### Seals & Permits



#### Notes

THE LANDSCAPE CONSULTANT reserves the right to make changes onsite in order to improve the landscape design, or aesthetics at any time during the construction operation, as long as that construction operation is still in progress, at no cost to the OWNER, the LANDSCAPE CONSULTANT or any other professional associated with the project. Refer to specification for further clarification.

#### Client

**Starline Enterprises Ltd.**

4479 Gaspardone Rd.  
Kelowna, BC

#### Project Title

**Penticton Multifamily Rental Project  
Building No. 4 & 5**

235 Yorkton Avenue  
Penticton, BC

#### Drawing Title

**Level 2 Landscape Plan**

Project No: 25-01

Date: 02/20/2025

Designed By: SP

Drawn By: SP

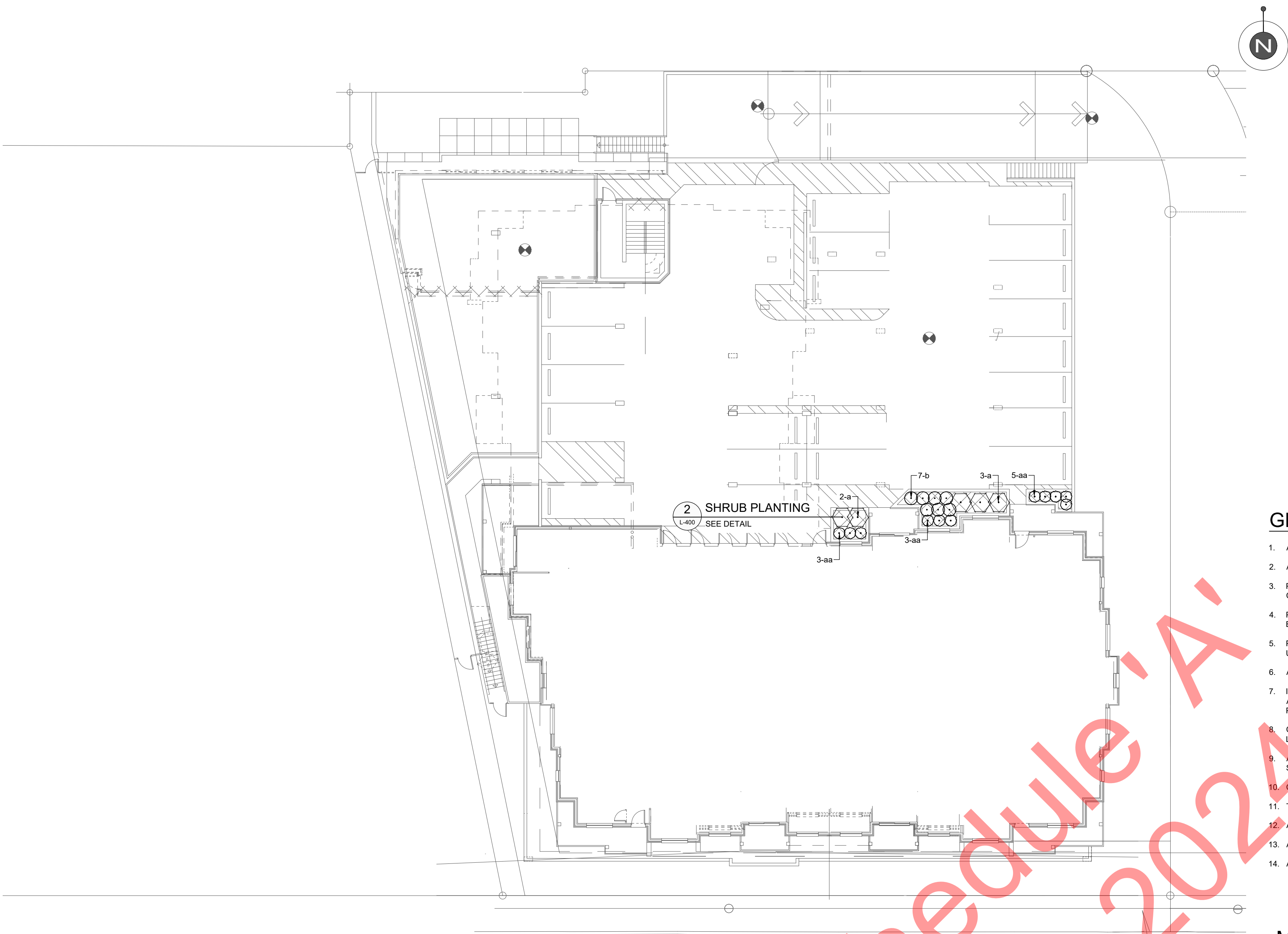
Checked By: BG

Scale: AS SHOWN

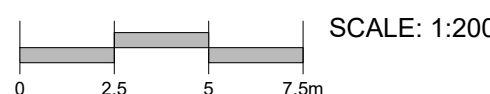
Sheet: Issue/Revision

L-101

C



#### OVERALL LANDSCAPE PLAN - LEVEL 2



SCALE: 1:200

#### DEVELOPMENT REQUIREMENTS

TREES:	1 TREE PER 10 Lm OF BUFFER AREA
SHRUBS:	1 SHRUB PER 1 Lm OF BUFFER AREA
BUFFER AREA:	100 Lm
CALCULATION:	100 / 10 = 10
REQUIRED:	10 TREES
PROVIDED:	18 TREES
	122 SHRUBS (332 PERENNIALS)

#### MINIMUM SETBACKS OF TREES

-ENSURE ALL SETBACKS CONFORM TO CITY OF PENTICTON SETBACKS.

#### IRRIGATION SYSTEMS

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#### GENERAL NOTES

- ALL DIMENSIONS ARE IN METERS UNLESS NOTED OTHERWISE.
- ALL LANDSCAPE CONSTRUCTION TO MEET OR EXCEED CITY OF PENTICTON STANDARDS, CURRENT EDITION.
- PRIOR TO INSTALLATION, ALL LOCAL NURSERY STOCK MAY BE INSPECTED BY CIVIC REPRESENTATIVES TO ENSURE STOCK AVAILABILITY. LANDSCAPE ARCHITECT TO COORDINATE THIS OPTIONAL INSPECTION WITH THE DIRECTOR OF PROJECT MANAGEMENT.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, THE CONTRACTOR SHALL ENSURE COORDINATION WITH BC 1 CALL AND OTHER UTILITIES AS REQUIRED TO STAKE ALL BELOW GRADE UTILITIES. CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGES TO UTILITIES.
- PRIOR TO INSTALLATION OF PLANT MATERIALS, THE LANDSCAPE ARCHITECT WILL INSPECT STAKING OF ALL TREE AND SHRUB LOCATIONS HAVING REGARD FOR THE UTILITIES STAKED BY BC 1 CALL AND OTHERS AND ALL SETBACKS.
- ALL EXCAVATIONS ARE TO MAINTAIN THE MINIMUM DEFINED SETBACKS FROM UTILITIES.
- IF EXCAVATIONS ARE REQUIRED CLOSER THAN 1.0m TO UNDERGROUND POWER, TELEPHONE AND GAS ALIGNMENTS, HAND DIGGING UNDER THE SUPERVISION OF THE AFFECTED UTILITY WILL BE REQUIRED. THE CONTRACTOR IS RESPONSIBLE TO CONTACT THE APPROPRIATE UTILITY TO APPROVE, REVIEW, AND/OR DEFINE SAFE PROCEDURES FOR THESE EXCAVATIONS.
- CONTRACTOR RESPONSIBLE FOR SOIL TESTS AND AMENDMENTS FOR TOPSOIL FROM STOCKPILE. SOIL TEST RESULTS AND RECOMMENDATIONS TO BE SUBMITTED TO LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.
- ALL PLANT MATERIAL TO BE TRUE TO TYPE, SIZE, QUALITY, AND CONDITION AS SPECIFIED. ALL TREES MUST BE HIGH HEADED WITH FULL AND UNIFORM CROWNS AND SINGLE WELL DEVELOPED LEADERS. TREES WITH BROKEN LEADERS WILL NOT BE ACCEPTED. ALL ELM SPECIES MUST COME FROM A LOCAL DED FREE SOURCE.
- CONTRACTOR RESPONSIBLE FOR VERIFYING ALL QUANTITIES AND NOTIFYING CONSULTANT OF ANY OMISSIONS.
- TREE LOCATIONS TO BE ADJUSTED ON SITE WITH REGARD TO MINIMUM TREE SETBACKS FOR ABOVE AND BELOW GROUND UTILITIES AND DRIVEWAYS.
- ALL ARCHITECTURAL FEATURES TO BE LOCATED ON PRIVATE PROPERTY.
- ALL PINE SPECIES MUST COME FROM PITCH MOTH (PETROVA ALBICAPITANA) FREE SOURCE.
- ALL ELM SPECIES MUST COME FROM A DUTCH ELM DISEASE (DED) FREE SOURCE.

#### MATERIAL LIST L-101

KEY	QTY.	UNIT	BOTANICAL NAME	COMMON NAME	SIZE/REMARKS
SHRUBS					
a	5	each	JUNIPERUS HORIZONTALIS 'BLUE CHIP'	BLUE CHIP JUNIPER	450-600mm MIN. HT.; MIN. 5 CANES EVENLY BRANCHED; 300mm ROOT SPREAD; BUSHY PLANTS.
b	7	each	SYMPHORICARPOS ALBUS	SNOWBERRY	450mm MIN. SPREAD; EVENLY BRANCHED; BUSHY PLANTS WITH NO BARE OR BROWN SPOTS. CONTAINERS/SPECIMEN.
PERENNIALS & ORNAMENTAL GRASSES					
aa	11	each	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER	HEALTHY TWO YEAR TRANSPLANT WITH WELL CROWNS & DEVELOPED ROOT SYSTEM. MIN 15cm CONT.
MISC. MATERIALS					
	30	m <sup>2</sup>	75mm DEPTH BARK MULCH (OR APPROVED EQUAL)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS
-	30	ea	450mm DEPTH TOPSOIL (SHRUB BED AREAS)		INSTALL TO CITY OF PENTICTON SPECIFICATIONS





Unit #210, 12 St. Joseph Street  
St. Albert, Alberta T8N 7L9  
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#### Seals & Permits



#### Notes

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#### Client

**Starline Enterprises Ltd.**

4479 Gaspardone Rd.  
Kelowna, BC

#### Project Title

**Penticton Multifamily Rental Project  
Building No. 4 & 5**

235 Yorkton Avenue  
Penticton, BC

#### Drawing Title

**Details**

Project No: 25-01

Date: 02/20/2025

Designed By: SP

Drawn By: SP

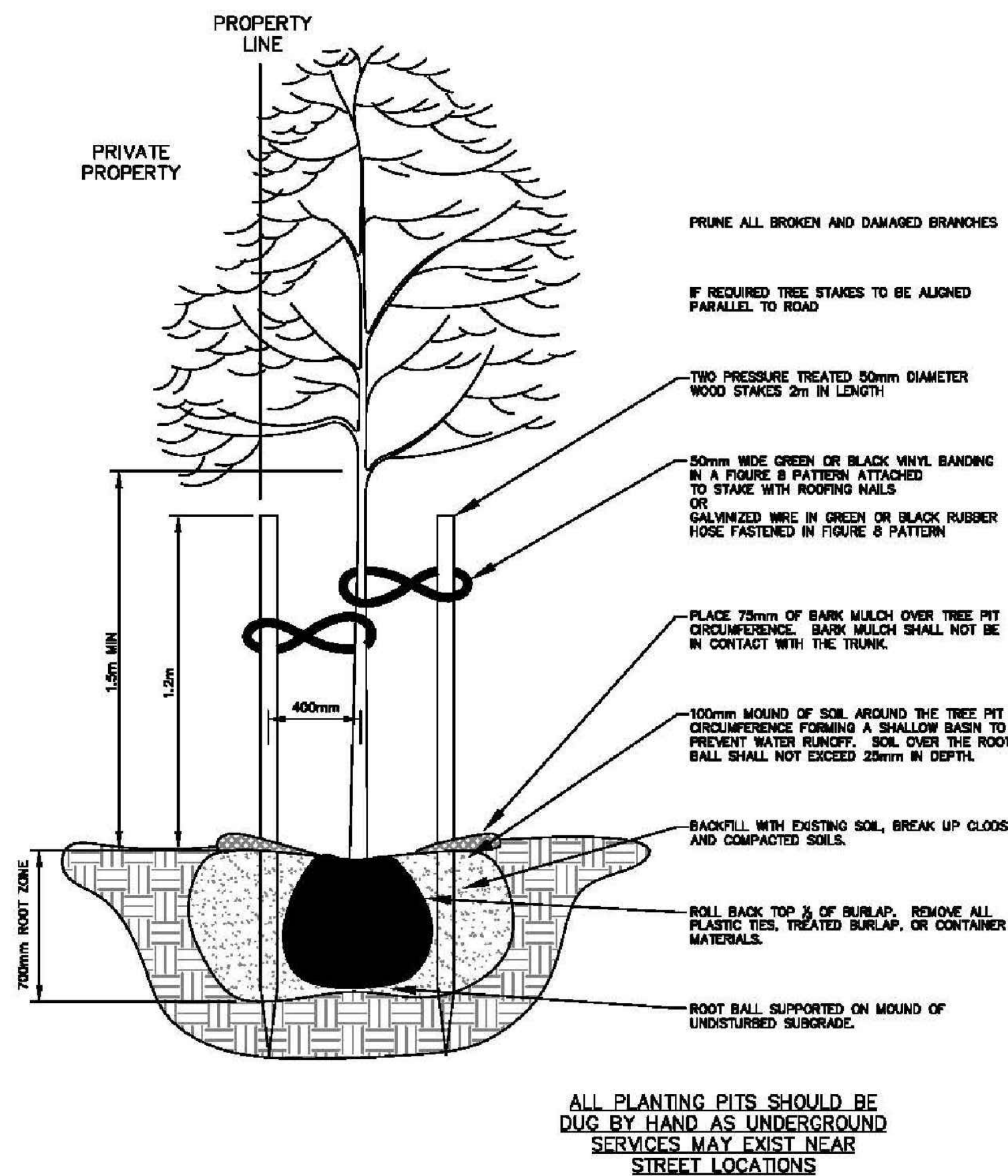
Checked By: BG

Scale: AS SHOWN

Sheet: Issue/Revision

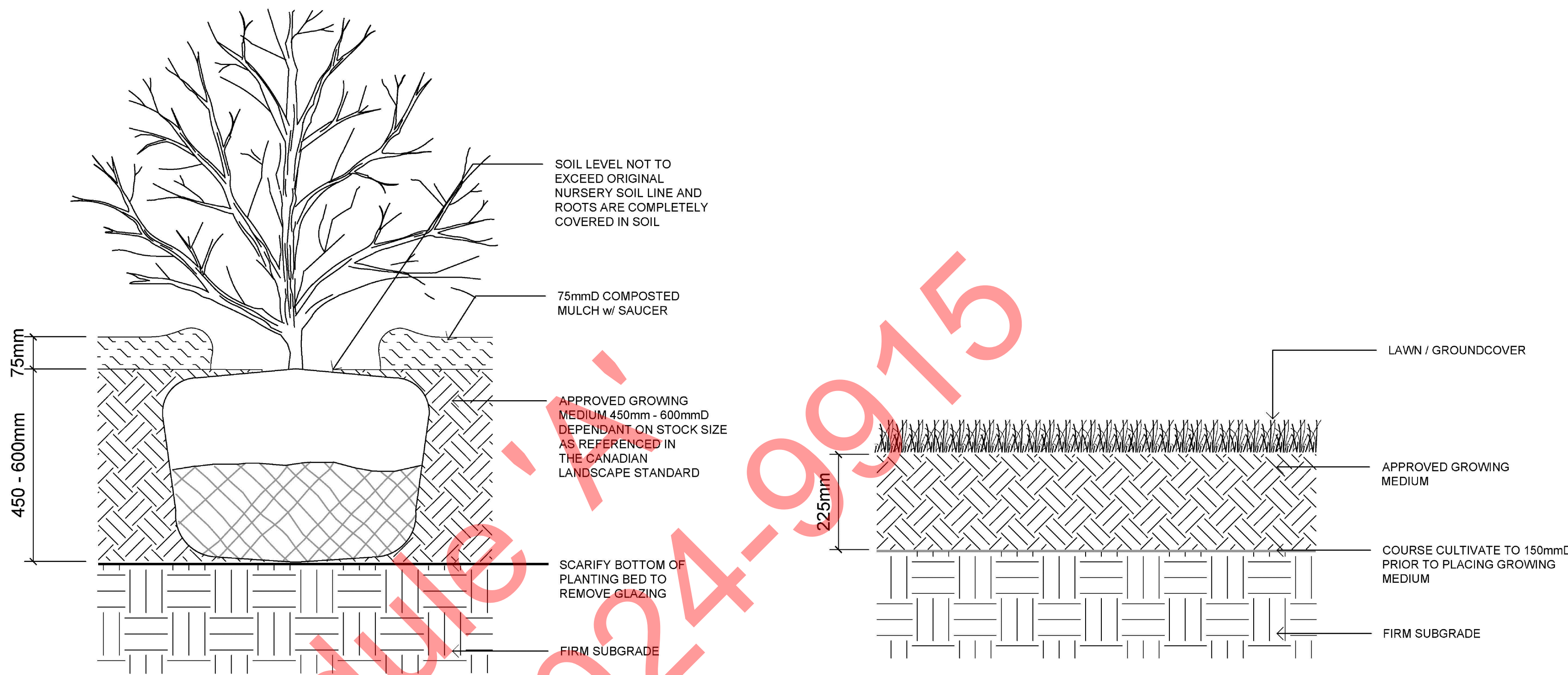
**L-400**

**C**



#### 1 TREE PLANTING DETAIL

L-400 SCALE N.T.S.

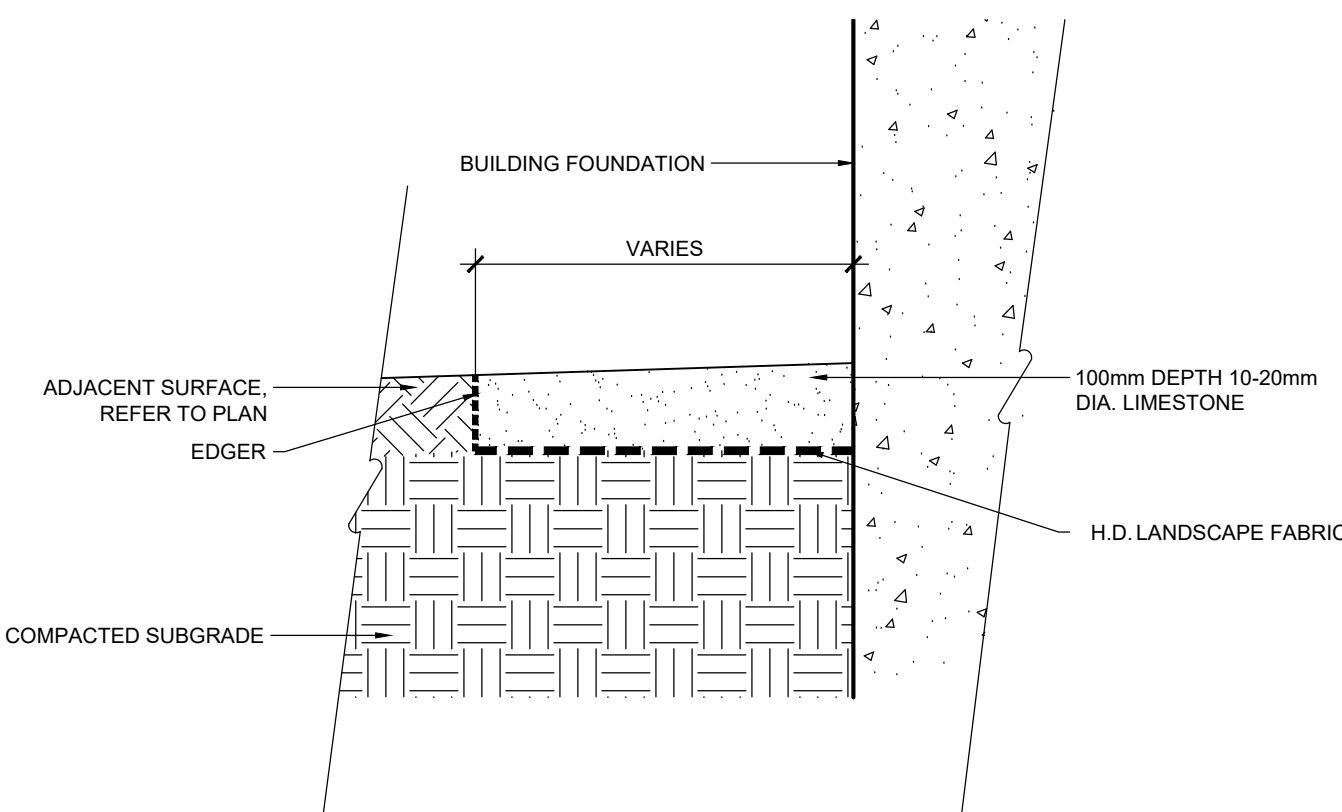


#### 2 SHRUB PLANTING DETAIL

L-400 SCALE N.T.S.

#### 3 SOD DETAIL

L-400 SCALE N.T.S.



#### 4 LIMESTONE INSTALLATION DETAIL

L-400 SCALE N.T.S.





Permit to Practice Number 1003937

110 – 2090 Pier Mac Way

Kelowna, BC V1V 0H7

February 24, 2025

Valley Geo Project #: 61032-01

Starline Enterprises Ltd.

4479 Gaspardone Road,

Kelowna, BC V1W 5A7

Attention: John Vant Geloof

Regarding: Stormwater Infiltration Feasibility Letter

235 Yorkton Avenue, Penticton, BC

Valley Geotechnical Kelowna Ltd. (Valley Geo) conducted a subsurface investigation to assess the underlying soil conditions and provide infiltration testing for the stormwater management design (by others).

The geotechnical investigation was completed on February 3, 2025, using a track-mounted drill rig. Three auger holes (AH1–AH3) were carried out to a maximum depth of 15m (50') below existing grades. Generally, the subsurface conditions encountered consisted of the following:

- Up to 1.2m of Brown Sand with some gravel and silt, underlain by;
- Grey fine sand with varying percentages of silt, to depth explored

Groundwater was encountered in each auger hole, approximately 1.2m below the existing grade. Percolation testing was carried out in AH3 approximately 0.9m below the existing grade into the brown sand and gravel. An unfactored percolation rate of  $0.00012\text{m/s}$  was measured 0.9m below the existing grade.

Based on the subsurface conditions observed during the investigation and the measured percolation rates, the soils are suitable for onsite stormwater infiltration from a geotechnical perspective, provided a shallow system can be utilized for infiltration. It is recommended that at the time of construction, test pits be carried out in the proposed location of the infiltration system to confirm design rates.

We trust that this letter provides the information required, if you have any questions or require clarification do not hesitate to contact the undersigned.

Yours very truly,

**Valley Geotechnical Kelowna Ltd.**

Sean Hope, P.Eng.

Geotechnical Engineer

Attachments – Investigation Location Plan and Soil Logs





YORKTON AVE



**PERMIT NUMBER:** 1003937  
 #110 2090 Piermac Way  
 Kelowna BC, V1V 0H7

DP PL2024-16 (250) 801-1134  
 www.valleygeo.ca

A	2025-02-06	Issued for Review
REV	DATE	DESCRIPTION

SEAL

FILE NO. 61032-01	PROJECT LOCATION 235 Yorkton Ave, Penticton BC	DWG NO. 1
DRAWN LJ	DRAWING SET TITLE Geotechnical Investigation	
CHECKED SH	DRAWING DESCRIPTION Auger Hole Site Plan	REV. NO. A
SCALE 1:600	DEVELOPER / CLIENT Starline Enterprises Ltd.	

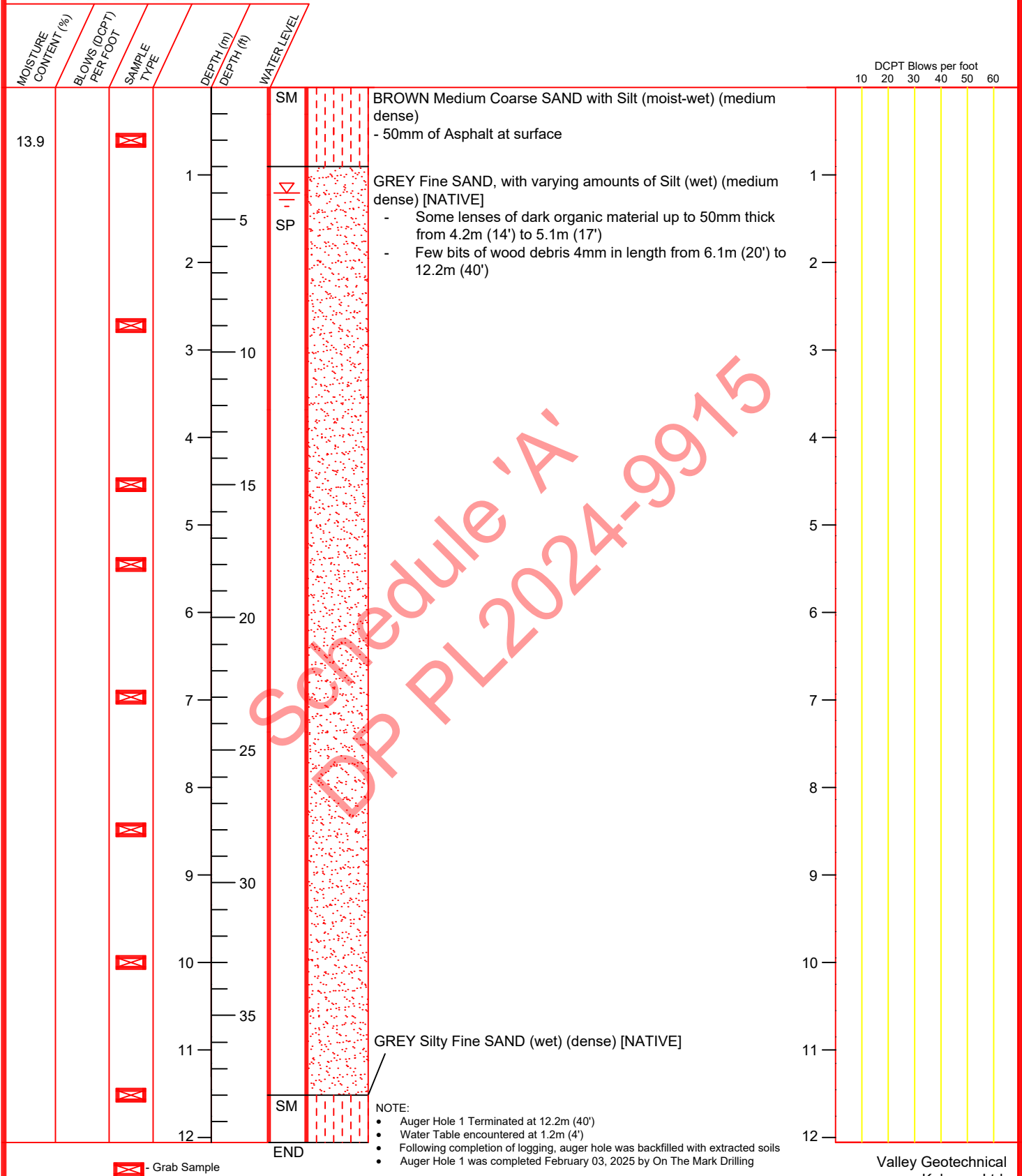
NOTE: CONTRACTOR TO CONTACT BC HYDRO, TELUS, FORTIS BC, AND BC ONE CALL AND TO CONFIRM LOCATIONS OF ALL UTILITIES AND APPURTENANCES PRIOR TO CONSTRUCTION.  
 G:\Shared drives\VGES-PROJECTS\5 6000\6100\61032-01\INVESTIGATION\61032-01\ 2025-01-29 Investigation Site Plan.dwg



# AUGERHOLE No. 1

#110 - 2090 Pier Mac Way  
Kelowna BC, V1V 0H7  
Phone: (250) 801-1134

PERMIT NUMBER:  
1003937



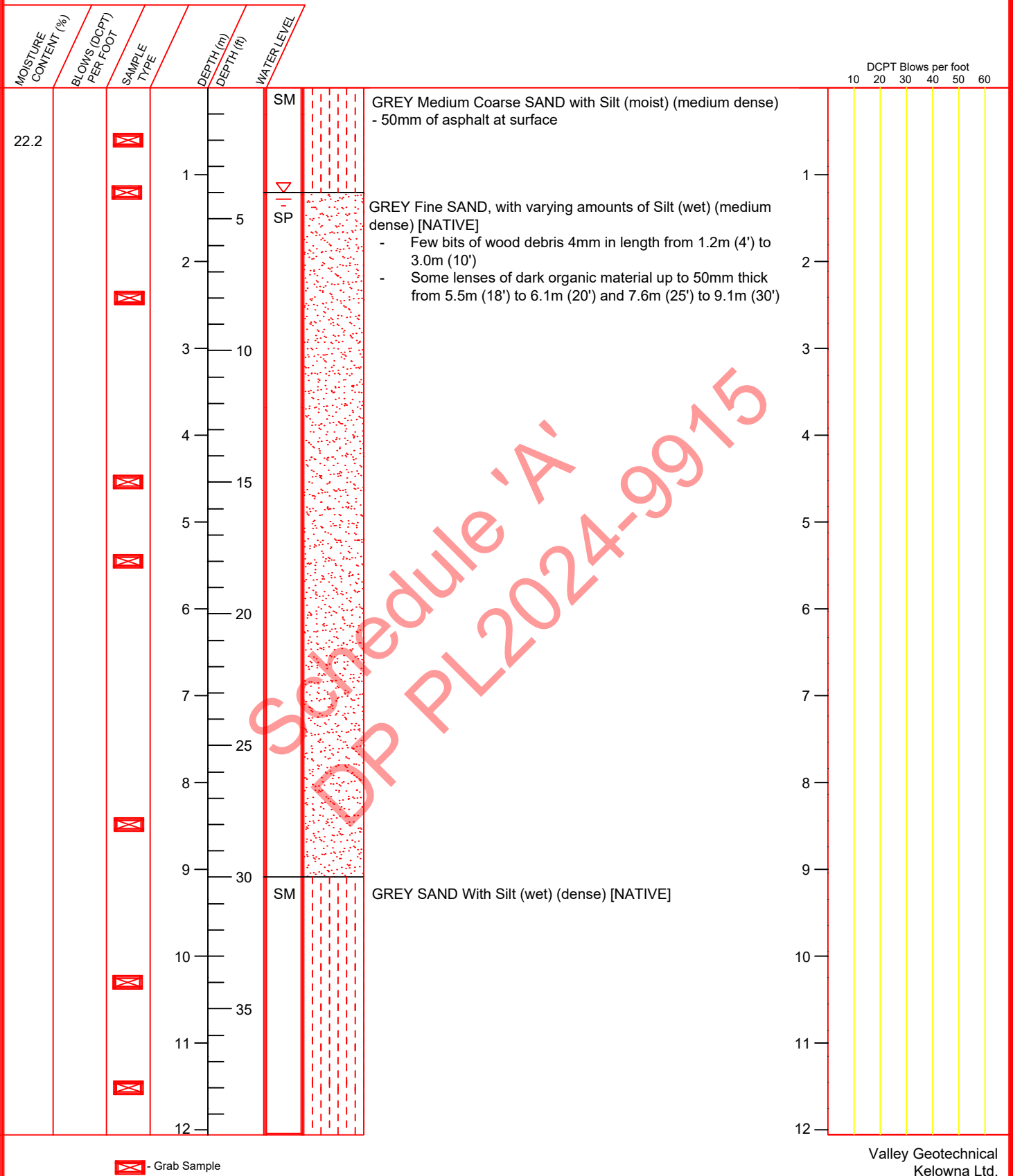
Logged by L.J. February 03, 2025



# AUGERHOLE No. 2

#110 - 2090 Pier Mac Way  
Kelowna BC, V1V 0H7  
Phone: (250) 801-1134

PERMIT NUMBER:  
1003937



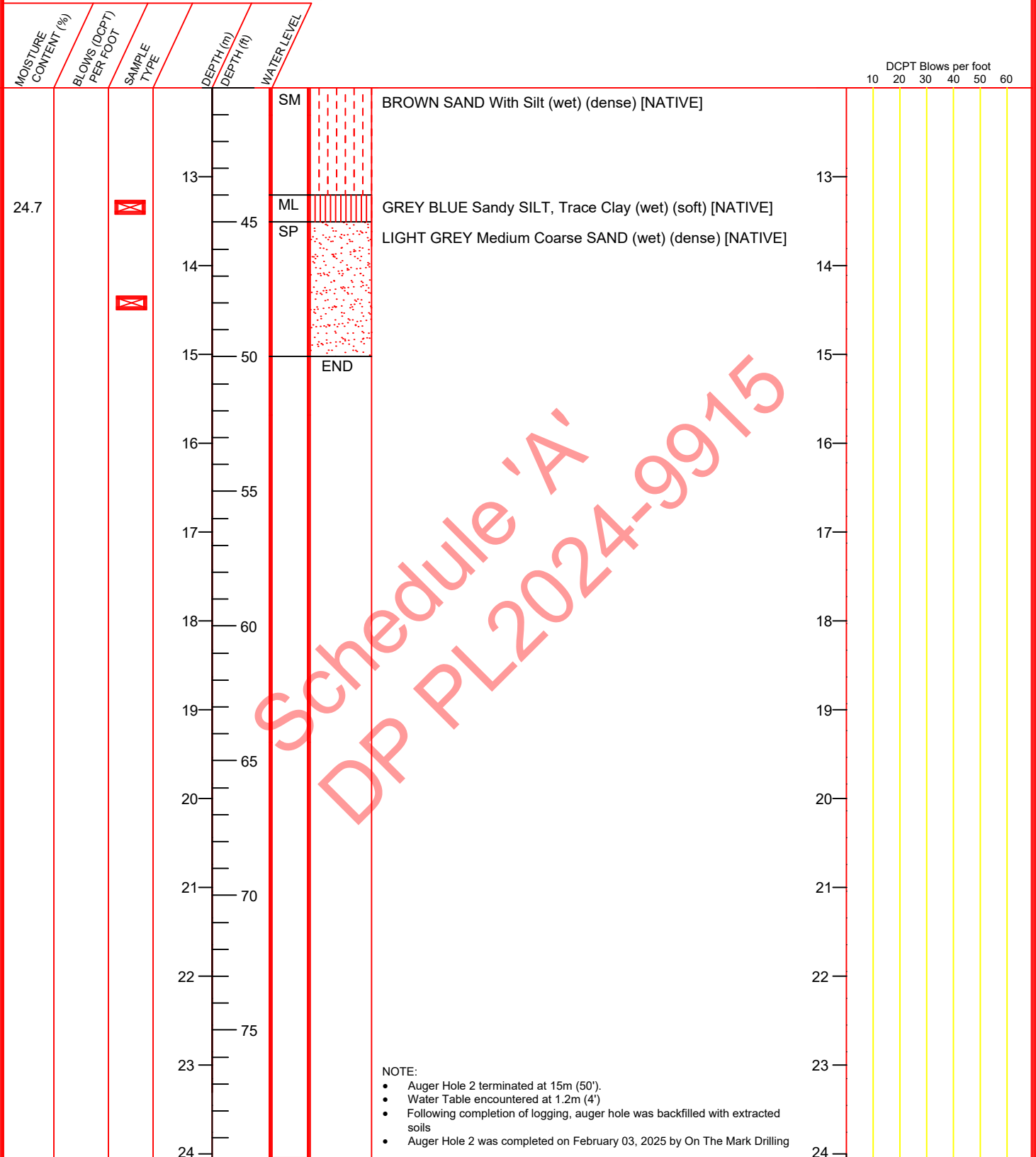




## AUGERHOLE No. 2

#110 - 2090 Pier Mac Way  
Kelowna BC, V1V 0H7  
Phone: (250) 801-1134

PERMIT NUMBER:  
1003937



Logged by L.J., February 03, 2025



## AUGERHOLE No. 3

#110 - 2090 Pier Mac Way  
Kelowna BC, V1V 0H7  
Phone: (250) 801-1134

PERMIT NUMBER:  
1003937

MOISTURE CONTENT (%)	BLOWS (DCPT) PER FOOT	SAMPLE TYPE	DEPTH (m) DEPTH (ft)	WATER LEVEL		DCPT Blows per foot
						10 20 30 40 50 60
			1	SM	<ul style="list-style-type: none"> <li>- BROWN Medium Coarse SAND and GRAVEL (moist) (dense) Hollow Stem Auger used</li> <li>- Modified Percolation Test conducted at 0.9m</li> <li>-- 7.1mm/min average rate measured over 10 min</li> </ul>	
			5	END		
			2			
			3			
			4			
			5			
			6			
			7			
			8			
			9			
			10			
			11			
			12			

NOTE:

- Auger Hole 3 Terminated at 0.9m (3)
- Following completion of logging, auger hole was backfilled with extracted soils
- Auger Hole 1 was completed February 03, 2025 by On The Mark Drilling

- Grab Sample

Valley Geotechnical  
Kelowna Ltd.





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

**From:** [Yvonne Kent](#)  
**To:** [Yvonne Kent](#)  
**Subject:** RE: May 13, 2025 Council Meeting - 235 Yorkton Avenue - Development  
**Date:** Tuesday, May 6, 2025 10:54:13 AM

---

**From:** KL Walford [REDACTED]  
**Sent:** Tuesday, May 6, 2025 8:26 AM  
**To:** corpadmin <[corpadmin@pentiction.ca](mailto:corpadmin@pentiction.ca)>  
**Subject:** May 13, 2025 Council Meeting - 235 Yorkton Avenue - Development

Caution! This message was sent from outside your organization.

Attention: Corporate Officer, City of Pentiction  
171 Main Street, Pentiction, BC V2A 5A9  
Email: [corpadmin@pentiction.ca](mailto:corpadmin@pentiction.ca)

**Subject: May 13, 2025 Council Meeting - 235 Yorkton Avenue - Development**

I am writing to express my concerns regarding the public notice for the development variance permit DVP PL2024-9917 (Major), 235 Yorkton Avenue, as recently posted on the City of Pentiction's Website.

**Easement Next to the West Property Line (For Existing) - Exterior Exit Pathway**

My assumption is that this easement is sticky for residents located at 3388, 3346, and 3362 Skaha Lake Road (EPS4170) and the proposed development. I would like clarification regarding planned lighting and security for this easement as there is already unhoused sleeping in this area. This easement should be secured at both entrances to ensure the safety of the residents. Fencing for this area should be higher than five feet to maximize security.

**Easement between the above mentioned properties and Yorkton Ave indicates that the easement is for "Fire Truck Access Route."**

As a resident of the Skaha Lake Towers (EPS 4170), the vehicle congestion going in and out of the complex via Skaha Lake Road is heavy at best. Currently residents utilize the empty lot (235 Yorkton) to exit onto Yorkton Ave. I would like clarification that this easement will be a road accessible by the new planned development and EPS4170 and that it will not strictly be a fire lane with potential limited access.

**Public Parking on Yorkton Avenue**

The current EPS4170 and proposed development have limited parking available to residents. Currently, many residents with two vehicles in EPS4170 are either parking on Yorkton Ave or in the vacant lot where the proposed development will be. The development plans suggest that it will have 67 suites with one parking spot per suite. I have concerns that the lack of additional parking for residents will lead to increased parking congestion on Yorkton Avenue and the surrounding area.


EPS4170 and the proposed plan have very limited guest parking, which will exacerbate parking difficulties for its residents, particularly those additional residents who currently live on Yorkton Avenue. Furthermore, the planned business allocation for the new

development will only add to these parking issues. In the summer the ability to find parking is made more difficult with people visiting Skaha Lake Park for the day.

**The reduction of the minimum rear yard from 6 meters to 0 meters** raises concerns, as it increases the risk of flooding in the area. Additionally, there is no green space between EPS4170 and the planned development. Green spaces are an essential part of living in high-density locations and the proposed plan appears to eliminate them entirely.

Thank you for reviewing my concerns and I look forward to hearing from you

Regards,

KL Walford  
Strata EPS4170  
602-3346 Skaha Lake Road  
Penticton BC  
V2A 0H6  




From: [Peter Schick](#)  
To: [corpadmin](#)  
Subject: 235 YORKTON AVE - May 13, 2025 Council Meeting  
Date: Friday, May 9, 2025 3:19:04 PM  
Attachments: [EASEMENT CA6347691.pdf](#)

---

Caution! This message was sent from outside your organization.

ATTENTION: Corporate Officer, City of Penticton  
171 Main Street, Penticton, BC V2A 5A9  
Email: [corpadmin@penticton.ca](mailto:corpadmin@penticton.ca)

SUBJECT: 235 YORKTON AVE - May 13, 2025 Council Meeting

In regard to the Public Notice for the development for 235 Yorkton Ave, as posted by the City of Penticton, we wish to express the following concerns as owners and residents in Lot 1, the 3 Towers Property, to the north of 235 Yorkton Ave.

In the plans and documents concerning the development proposal of 235 Yorkton Ave, two Easements are referenced and marked. Just to clarify these two Easements are registered on our Certificate of Title with specific legal documents referenced. There is Easement Parcel A, a 1.5m walkway, and Parcel B, a 6m wide roadway, passing from our Lot 1 to Yorkton Ave through 235 Yorkton Ave, Lot 2. The documents clearly describe the benefits, use, location, etc. to us as the Grantee in perpetuity of these two appurtenant easements.

Although these are frequently referred to as a fire lane or as an exit pathway, these are to be open at all time for ingress and egress by vehicle or without regarding Parcel B, and by foot regarding Parcel A, for our benefit and all the residents of Lot 1, the 3 Towers.

These are seen in the development and variance documents and plans. However the security, lighting, safety and ease of open access remain somewhat unclear. In regard to Parcel A, the 1.5m walkway, the documents refer to an enclosed corridor providing an exit to the north and south for the existing Commercial building. But the fact that this is a 1.5m corridor for us to pass through at any time from our property to Yorkton Ave as clearly documented is not referred to in what we could find.

Also it remains unclear what benefits to the Grantee, ourselves, will remain in place during construction in regard to both easements. The benefits remain critical for our safety and convenience, and a very well planned benefit.

Thank you for reviewing our concerns. We have attached Document EASEMENT CA6347691.

Sincerely,

**Clara Patricia Nunez Razumoff**  
**Peter Schick**

Address:  
1205-3362 Skaha Lake Rd  
Penticton, BC V2A 0J4

**From:** [john.sutherland](#)  
**To:** [corpadmin](#)  
**Subject:** 235 Yorkton Avenue  
**Date:** Friday, May 9, 2025 4:10:25 PM

---

**Re: 235 Yorkton Avenue**

Caution! This message was sent from outside your organization.

In response to the Public Notice - New Residential Development

I do not have issue with the change in Zoning from CT3 to RM3 but I am not pleased that the development is for a Rental Project versus Owned Units. Our complex will share an easement access from Yorkton Ave. through the new development and I'm concerned that rentals may not be cared for to the extent of Owner occupied.

I am pleased that the Easement access to Yorkton Ave. Remains in place for vehicle access in and out of Skaha Lake Towers as we currently have only one access point now off of Skaha Lake Road. I am concerned that the plans show the Easement as "Fire Truck Access" as I hope this doesn't limit vehicle access and exit to Yorkton Ave.

I note on the plans that the development shows a secure door on the west side pathway and I hope this doesn't restrict our pedestrian access to Yorkton Ave. From our Complex.

Thank you for your consideration

John Sutherland  
501 - 3346 Skaha Lake Road  
Penticton V2A 0H6  
Sent from my iPad

May, 10, 2025

1105@3362-Skaha Lake Road  
Penticton, B.C

City of Penticton  
Corporate Officer  
171-Main Street  
Penticton, B.C. V2A 5A9

Re: 235-Yorkton Avenue

Dear Sir or Madam

I received your May 1<sup>st</sup> notification of a proposed new residential development in our neighbourhood. It is undemocratic for our B.C. government to disallow public hearings on zoning amendments. That being said I would like to comment on this project.

When we purchased the condo unit we are in now, we were told that there would be high end town houses built in the area in question, not apartment buildings. What has become of that planning? Certainly, town homes are more appropriate here, as this area is currently highly densified with the problems that come with over loading residential areas. Traffic and parking being a headache already.

Why is consideration being given to more office and retail space as well, when we have the small strip mall across the street sitting empty of any activity at present?

Additional apartment buildings are just going to aggravate issues with the already overcrowded area.

Yours truly;

---

Paul Crossley



**Skaha Lake Towers Council**

**Strata EPS4170**

3346, 3362, and 3388 Skaha Lake Road

Penticton BC

V2A 0H6

**Attention:** Corporate Officer, City of Penticton

171 Main Street, Penticton, BC V2A 5A9

Email: [corpadmin@penticton.ca](mailto:corpadmin@penticton.ca)

**Subject: May 13, 2025, Council Meeting - 235 Yorkton Avenue - Development**

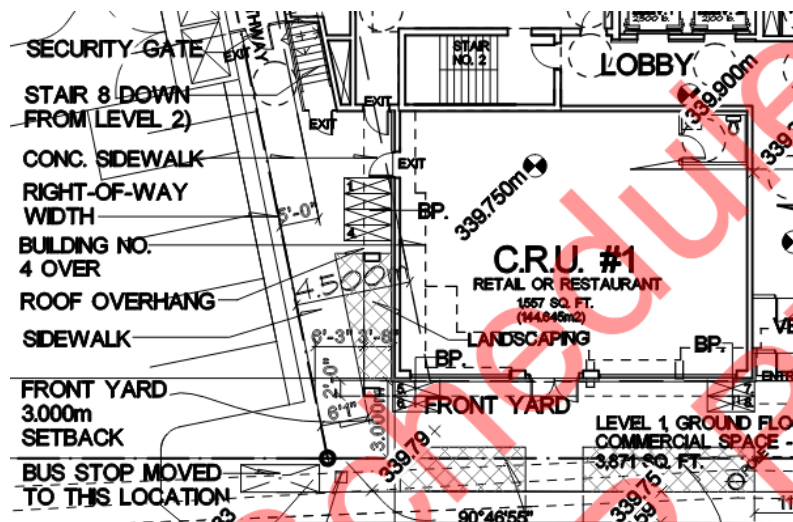
As Strata Council for EPS4170, we represent 264 units and Owners which will be directly affected by the development at 235 Yorkton. Our Strata is the site of the “continuation of the firelane” currently shown on the drawings included in the rezoning application for the development permit.

In particular, our concerns with the proposed development are related to the following variances of Zoning Bylaw No. 2024-22:

**1. Item b. Section 10.5.2.7 to reduce the minimum interior side yard (west) from 4.5 m to 1.8 m**

Given Strata EPS4170’s experience to date with respect to vagrancy, we are concerned that reducing the width of this access walkway will result in higher delinquency in the area due to less visibility from the surrounding residents. We would request that the minimum interior side yard remain at 4.5m.

We would also like assurances that there will be a door between the two properties, accessible to Owners of both properties, to ensure access through Easement Parcel A is maintained, as per the Land Title Act - Registered Form C, Document: CA6347691, Clause 1.1.



In addition, Owners of our Strata would require access through the security gate depicted at the top of the snap shot (see left figure) of the development drawings which is the south end of the easement on the property.

**City of Penticton Council Meeting, May 13, 2025**  
**Re: 235 Yorkton Avenue**

## **2. Road Access between the two properties.**

We note that the drawings show a fire lane running between the two properties. Based on discussions with the City of Penticton staff, and review of the land title, there is only mention of the need to maintain access from our property to Yorkton. There is no specific mention that this should be restricted to fire lane use.

We would like assurances from the City that the Owners and residents of EPS4170 will have access to Yorkton via the road running between the two buildings shown in the development drawings for 235 Yorkton Avenue to ensure access through Easement Parcel B is maintained, as per the Land Title Act - Registered Form C, Document: CA6347691, Clause 1.2 below.

**1.2 Grant of Easement (Easement Parcel B):** The Grantor grants, conveys, confirms and transfers to the Grantee, its servants, agents, workers, employees, officers and invitees in perpetuity for the benefit of and to be appurtenant to the Grantee's Lot, the non-exclusive full, free and uninterrupted right, license, liberty, privilege, easement, permission and right of way at all times and from time to time by day or by night to pass and repass, with or without vehicles, over any paved or unpaved roadways within that part of the Grantor's Lot within that portion shown in heavy black outline as "Easement Parcel B" (together with the Parcel A Easement Area, the "Easement Areas") on Plan EPP70311, for the purpose of ingress and egress from the Grantee's Lot.

**1.3 Obstructions:** The Grantor will not, nor permit any other party to erect, place, install or maintain any building, or other structure, over any portion of the Easement Areas which in any way interferes with or damages or prevents access to or is likely to cause harm to the Easement Areas.

## **3. Public Parking on Yorkton**

The two parcels have a large number of residents and limited parking:

- 264 units at Skaha Lake Towers and only one parking spot per unit
- 67 suites at 235 Yorkton and only one parking spot per unit
- 17 visitor and handicapped spots at Skaha Towers
- 15 guest spots at 235 Yorkton,

Between the summer visitors, clients of businesses, and Skaha Towers residents with 2<sup>nd</sup> cars, and contractors, enormous stress will be put on the available Yorkton Avenue parking. Knowing that parking along Skaha Lake Road is not permitted, has this been considered in the development application?

We appreciate your consideration of the issues and concerns we have raised and look forward to hearing your views.

Sincerely,

The Strata Council

**Roham Pahlavan**  
Council President

**Tracy Kintzel**  
Director

**Lisa Shellenberg**  
Secretary

**Carl Heath**  
Vice-President

**Doug Rooker**  
Privacy Officer

**Karen Sutherland, M. Eng., P.Eng., MSc**  
Treasurer

**From:** [Manon Chateauneuf](#)  
**To:** [corpadmin](#)  
**Subject:** 235 Yorkton Avenue  
**Date:** Sunday, May 11, 2025 9:55:03 AM

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Re: 235 Yorkton Avenue

Caution! This message was sent from outside your organization.

Dear Council

Thank you for the mailed notice regarding the proposed residential development. My husband and I currently reside at 3362 Skaha Lake Road.

When we purchased our unit we were told that the site listed in this proposal would have townhouses. I am definitely in favor of increasing density and affordable housing ... but to contain it all in the same area just doesn't seem right. There are already so many units in the 3 towers at Skaha Lake Towers and the other townhouse & apartment complexes surrounding the towers.

If the proposed apartment buildings are approved I hope it includes the addition of enough parking stalls for all the units/apartments and their visitors as well as enough parking for the commercial units and their customers.

There is currently not enough parking for the residents in the 3 towers with some units having two car families. This might be problematic for street parking in the summer months for visitors of these housing units, businesses and others visiting skaha beach & park.

Thank you so much  
Manon Chateauneuf  
#407-3362 Skaha Lake Road



**From:** [Anne Ousey](#)  
**To:** [corpadmin](#)  
**Subject:** 235 Yorkton Avenue  
**Date:** Sunday, May 11, 2025 4:09:59 PM

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Caution! This message was sent from outside your organization.

Attn: Corporate Officer, City of Penticton

I received the Public Notice regarding 235 Yorkton Avenue by mail on May 8th. Which is quite short notice. I have a few concerns regarding the rezoning of the property. While I understand the need for housing, I chose this neighborhood because I liked the current zoning and felt the density was enough for this end of Penticton considering the road systems and infrastructure in place.

The intersection at the corner of Yorkton and Skaha Lake Road is already very dangerous for pedestrian traffic. It has very narrow sidewalks & the existing businesses have already been allowed to built right to the property lines.

If restaurant and retail were permitted on this site, where would their parking lot be? We are already very short of residential parking spaces.

I don't feel any buildings taller than 4 stories should be permitted from Yorkton Ave to Skaha Lake Park. As per the existing apartment buildings adjacent to the park.

I am totally against increasing the lot coverage to 62%. If anything, it should be increased for green space. I'm also against reducing any of the setbacks. The buildings should have sufficient space in between for fire safety.

I do hope the City recognizes the need for Skaha Lake Towers to have lane access to Yorkton Ave. We have 256 units (3 buildings) and the one driveway to Skaha Lake Road is totally inadequate. Especially during an emergency. I've attached a photo of a recent fire alarm incident, where the fire truck had to back up our driveway in order to leave the property.

If the developer really has a vested interest in Penticton and not just their bottom line. I hope they reconsider this development plan and help make this end of town a comfortable place to live.

Sincerely,  
Margaret Ousey  
807 3346 Skaha Lake Rd, Penticton, BC V2A 6G4, Canada



[illegible]



**235 Yorkton Avenue  
Council Meeting May 13, 2025**

**2. Item c. Section 10.5.2.9 to reduce the minimum rear yard from 6.0 m to 0.0 m.**

We are concerned that the development will result in our neighbour owners of our strata property looking at a large wall. Also, flooding is already a concern in the parking lot and on the Wilson property which is adjacent to ours. How will the flooding be dealt with?

**3. Road Access between the two properties.**

We are aware that our property is to have road access via Easement Parcel B to Yorkton.

This road is shown as a Fire Lane on the drawings. We would assurances from the City that the Owners on our strata property will be able to use this road and that the road is not only to be used for emergency services (fire, police, ambulance).

**4. Local Parking**

Currently many of the Owners of our property are using the gravel lot at 235 Yorkton as a parking lot. If this development goes ahead, in addition to all the cars currently using the lot, there will be construction workers who will need to park in the area.

Has the City given any consideration to:

1. where everyone is going to park and how to alleviate parking issues?
2. Will there be more public parking in the new development?
3. What will the impact be on Yorkton Avenue to increased traffic congestion and residents' additional parking on the streets from both our Strata and the new development?

We hope that you take into consideration these concerns.

Sincerely,



Lutz & Tracy Kintzel  
807-3362 Skaha Lake Road  
Penticton, BC V2A 0J4  
Telephone: (403) 597 5220

**From:** [Samantha Theobald](#)**To:** [corpadmin](#)**Subject:** 235 Yorkton Avenue**Date:** Monday, May 12, 2025 6:27:13 PM**Re: 235 Yorkton Avenue**

Caution! This message was sent from outside your organization.

Good evening,

I am writing this email in relation to the notice I received in the mail regarding the residential development proposed for 235 Yorkton Avenue. I live at 3346 Skaha Lake Road in the Skaha Towers. I have been an owner here for just shy of 4 years. Over that time I watched the third tower of the complex be built and heard rumblings of something being built on the current dirt lot that is being used for overflow parking for the residence of Skaha Lake Towers.

My concern related to this proposed building is the parking situation. Currently Skaha Lake Towers has 1 parking stall per unit and 14 visitor stalls (which time limited parking). By have two new buildings with 4/6 stories and businesses parking will become even tighter. There are already times residents/visitors are required to park on Yorkton Avenue. If this proposal gets approved it will make parking even harder.

As the city is aware this area of South Penticton has the three towers of Skaha Lake Towers, all the residential housing along Yorkton, The Regency on Wilson Ave along with the Skaha Lake Villas townhomes, the mobile home on the east side of Wilson Ave, Wilson Court, and the Verana Condos. All of these complexes already have residence and visitors street parking but this building would push the street parking even further.

Often during the summer months Elm Ave, Lee Ave and Yorkton Ave have an increase in amount of street Parker's due to the use of Skaha Lake Beach. My concern is there is then an additional increase with all the residence of the above listed complexes also parking on the road. This will cause increased road traffic, reduced visibility and make it harder for all in the area.

For many including myself and my husband, two vehicles are a requirement for us to be able to work as we have different schedules and he works outside of Penticton. The city does not currently have the proper city transit to make it feasible to avoid driving. The walk for myself to work is 45 minutes, biking is 16 minutes however that's not taking into account weather and ongoing construction to phase three of the bike path. If I was to take the transit system it gets me to work after my 7 am start time which makes that system infeasible for many who work at the hospital. This is in addition to it not running after many are done their 12 hour shifts.

If this project was to be approved I hope it is with extra parking. I would gladly pay a monthly fee to have a parking stall. I think of the building in Kelowna on Richter and Raymor. The complex was built with businesses and increased parking built in together to allow those in the area an ability to park.

I hope council takes into consideration the concerns of those living in the Wilson/Yorkton/Skaha Lake Road area.

Sincerely,

Samantha Theobald

Owner 706-3346 Skaha Lake Road

[Sent from Yahoo Mail for iPhone](#)



From: [Mark Hohenwarter](#)  
To: [corpadmin](#)  
Subject: Public Notice 235 Yorkton Ave, Penticton BC  
Date: Tuesday, May 13, 2025 7:20:08 AM

Re: 235 Yorkton Avenue

Caution! This message was sent from outside your organization.

**Attention:Corporate Officer, City of Penticton.**

171 Main Street

Penticton, BC V2A 5A9

Dear Corporate Officer,

I am writing to express my concern regarding the proposed development under BC Housing Plan s,464, which is being advanced without a public hearing on the basis that it aligns with the Official Community Plan (OCP). In my assessment, this proposal does not conform to the OCP, and it is essential that the voices of local residents are heard in this matter.

The proposed development significantly exceeds the size and height limits outlined in the OCP, CT1 Tourist Commercial. This deviation from the plan is troubling, as it suggests an attempt to bypass community input through technical loopholes. While I understand and support the need for increased housing density, it should not come at the expense of the character and livability of our neighborhoods, nor should it disregard the established zoning and planning frameworks.

The current zoning permits a maximum height of 4 stories. The current proposal for a 6-story building including the following variances

- a. Section 10.5.2.3 to increase the maximum lot coverage from 50% to 62%
- b. Section 10.5.2.7 to reduce the minimum interior side yard (west) from 4.5 m to 1.8 m.
- c. Section 10.5.2.9 to reduce the minimum rear yard from 6.0 m to 0.0 m.
- d. Section 10.5.3.1 to reduce the amount of amenity space from 20m<sup>2</sup>/unit to 17m<sup>2</sup>/unit.
- e. Section 4.9 to permit projections 2.7 m into the interior side yard setback (west)

all which would fundamentally alter the character of the area and negatively affect local residents.

The timeframe provided to review the very limited information about this proposal was far too short. Residents have not been given adequate time or resources to fully understand and respond to the potential impacts of this project. It is also concerning that the current process limits public engagement to written submissions.

This approach inherently reduces the opportunity for meaningful dialogue and does not provide the transparency and accountability that a public hearing would ensure. A development of this scale, particularly one requiring such substantial variances, should involve robust consultation with the community it will directly impact.

I urge the council to reconsider its approach to this development. Allowing developers to propose projects that are significantly oversized, only to scale them back after public pressure, sets a dangerous precedent. This practice undermines trust in the planning process and creates

an impression that zoning regulations can be circumvented to suit private interests.

I encourage the council to take the following actions:

- 1. Reassess the proposal to ensure strict adherence to the OCP and current zoning regulations.**
- 2. Hold a public hearing to allow residents to voice their concerns and provide input.**
- 3. Ensure that any future development proposals strike a balance between increasing density and preserving the quality of life for local residents.**

When development deviates from established zoning rules, it erodes the confidence of residents who have invested in their homes and communities based on these guidelines. A collaborative and transparent process is critical to achieving sustainable growth that benefits all members of our community.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,  
Kurt Mark Hohenwarter  
#706-3362 Skaha Lake Road  
Penticton BC  
V2A 0J4



# Council Report

penticton.ca

**Date:** May 13, 2025  
**To:** Anthony Haddad, City Manager  
**From:** Audrey Tanguay, Planning and Licensing Manager  
**Address:** 2324 Government Street

File No: RMS/2324 Government St

**Subject: Zoning Amendment Bylaw No. 2025-08**

## Staff Recommendation

THAT Council give first reading to "Zoning Amendment Bylaw No. 2025-08", a bylaw to add the following to Section 12.1.4 Site Specific Provisions of the M1 (General Industrial) zone: 12.1.4.5 "In the case of Lot A District Lot 251, Similkameen Division Yale District Plan 27421 except Plan KAP70297, located at 2324 Government Street, indoor recreation use shall be permitted within one unit having a maximum building footprint of 335m<sup>2</sup>";

AND THAT Council forward "Zoning Amendment Bylaw No. 2025-08" to the May 27, 2025, Public Hearing.

## Strategic priority objective

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

## Proposal

The applicant is proposing to operate a 335m<sup>2</sup> dance studio (labelled as 'Building 3 on Attachment E). As the property is zoned M1 (General Industrial), recreational uses are not typically permitted in this zone and the applicant is requesting a site-specific zoning amendment to allow for the use of 'indoor recreation' to be permitted, in addition to the other M1 (General Industrial) uses on the property.

## Background

The subject property is located at 2324 Government Street, at the intersection of Dawson Avenue (Figure 1). The owners have made significant improvements to the property over the past year and are now proposing to build two additional buildings on the site to support their operation including one for the proposed indoor recreation use. The second building is intended to be for future industrial use. The applicant is



proposing to introduce a new use of 'indoor recreation' on the subject property, in addition to the M1 (General Industrial) uses that are already permitted. As described in the letter of intent submitted by the applicant (Attachment "C"), the intent is to operate a dance studio within proposed building 3 fronting on Dawson Ave. The 'site-specific rezoning' will retain the industrial zoning on the property while allowing the dance studio to be operating. This additional use is only being considered on the subject property, and not all M1 zoned properties.

## Analysis

### *Support Site Specific Zoning Amendment*

The Official Community Plan (OCP) designation for the subject property is 'Industrial', which supports areas of light and heavy industrial uses characterized by goods production, manufacturing, distribution and storage. The 'Industrial designation' is intended to have mainly industrial buildings, structures and lands. This provides the ability to offer a different use that is compatible with the area and can be used by nearby residents and citizens. The indoor recreation, as an accessory use to this large industrial property, is suited for this area as the interior space requirements for such a use is distinctive and like other industrial buildings in the area. Similar recreational uses exist within the industrial area already. In recent years, various other indoor recreational uses have been permitted through similar zoning amendments or temporary use permits. These include:

- 1363 Commercial Way (2010) – site-specific zoning amendment to M1 zoning to allow for gymnastics facility.
- 647 Okanagan Ave E (2020) – temporary use permit (3 years) to allow for a parkour facility.
- 1340 Carmi Ave (2021) – temporary use permit (3 years) to allow for an indoor, off-ice hockey training facility.
- 1603 Dartmouth- site specific zoning amendment to M1 zoning to allow Indoor Recreation

The property is located at the intersection of Dawson Avenue on the edge of the industrial area. Anticipation of conflict with surrounding and on-site industrial uses is expected to be minimal for the proposed development.

The applicant has been in discussion with the Penticton Industrial Development Association (PIDA) about the proposed use on the property. The president of PIDA has submitted a letter of support for the proposed use (Attachment 'D'). Further review of the City's industrial lands is also underway as per previous Council direction. One of the items that will be included in this review is the use of industrial lands for indoor recreational uses. At this time though, given that the use is supported by PIDA and limited, staff are supportive of the zoning change, prior to the industrial review being complete.

Staff are recommending site-specific rezoning, which allows for the property to retain all the permitted uses that exist under the M1 zone. Staff are aware that there is limited availability of suitable space for such businesses within the city. There are many recreation type businesses that require either large spaces, high



Figure 1: Location Map

ceiling, strong structural support, or a mix of these and other building criteria to operate their business. Unfortunately, there is just not ample suitable space existing in the City for such uses.

#### OCP Policy Support

The following OCP Land Use Goals and Policies support this use on the subject property by providing a business that is compatible with the surrounding area:

- OCP Goal 4.3.2 Employment Lands  
Ensure long-term commitment to maintaining a sufficient and secure commercial and industrial land base
- OCP Goal 4.3.5 Business Retention and Expansion  
Create conditions for business to succeed and thrive as a long-term contributor to the economy.
- OCP Policy 4.3.5.2 Support business by fostering an environment that supports and encourages innovation, entrepreneurial thinking and entrepreneurial business.
- OCP Goal 4.3.6 Business and Labor Attraction  
Bring businesses, investment and labor to Penticton.

Staff consider there is rationale within the OCP Land Use designation and policies to support this site-specific zoning amendment and recommend that Council give first reading to the bylaw and forward it to the May 27, 2025, public hearing.

#### Alternate recommendations

1. THAT Council may find that this use is not appropriate for this location. If this is the case, Council should deny first reading of "Zoning Amendment Bylaw No. 2025-08".

By directing commercial uses to industrial areas, conflicts may occur between industrial tenants. Industrial businesses may feel pushed away from industrial areas by fears that their uses may spur nuisance complaints from tenants impacted by industrial impacts such as smoke or noise. Moreover, commercial, institutional and recreational uses are permitted throughout the City, whereas industrial tenants are limited to industrially zoned properties. For this reason, it is often desirable to preserve industrial land, even vacant industrial land, so as to leave space for future potential industrial tenants. This appears to be the intent of policy 4.3.2.4 in the OCP which directs the City to discourage uses that are not compatible with industrial uses in the industrial area. Council may feel that this policy is not upheld by the proposed application and wish to deny the application. Staff do not see the indoor recreation use as incompatible with industrial uses at this location. Generally, this use will operate in the evenings and on weekends when industrial activity is not occurring. Staff do not recommend denial of the zoning amendment bylaw 2025-08.

**Attachments**

Attachment A – Zoning Bylaw Map

Attachment B – Official Community Plan Map

Attachment C – Letter of Intent (applicant)

Attachment D – Photos of the Property

Attachment E – Conceptual Site Plan

Attachment F – Letter from PIDA

Attachment G – Zoning Amendment Bylaw No. 2025-08

Respectfully submitted,

Audrey Tanguay

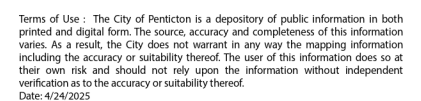
Planning and Licensing Manager

Concurrence

General Manager Development Services  <i>BL</i>	City Manager  <i>AH</i>
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# Zoning Bylaw Map





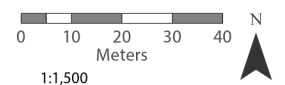


# 2324 Government St

## Official Community Plan Map



- Subject Parcel
- Official Community Plan - Future Land Use
- Industrial
- Natural and Conservation Areas



Terms of Use: The City of Penticton is a depository of public information in both printed and digital form. The source, accuracy and completeness of this information varies. As a result, the City does not warrant in any way the mapping information including the accuracy or suitability thereof. The user of this information does so at their own risk and should not rely upon the information without independent verification as to the accuracy or suitability thereof.  
Date: 4/24/2025

**Letter of Intent****March 31, 2025**

2324 Government Street  
 Penticton, British Columbia  
 V2A 4W6

SNFLWR Investment Corporation is requesting site-specific rezoning to allow for the use of 'indoor amusement, entertainment and recreation' to be permitted, in addition to the other M1 (General Industrial) uses.

**Objective**

In the near future, SNFLWR Investment Corporation plans to construct an approximately 3,600 sq ft footprint building ("Building 3" at 2324 Government Street), providing around 7,000 sq ft of usable space over two floors (should 2nd floor be constructed), with the goal of creating a new long-term home for the Okanagan Dance Studios (OKDS). This development will provide a dedicated facility for dance, supporting a variety of classes and rehearsals. The dance studio's hours and operations will not compete with neighboring users or other tenants of the building, ensuring parking remains unaffected. Additionally, increased activity on the property into the evening hours will bring more eyes and presence to this part of the industrial area, enhancing security for the surrounding vicinity. There are plans to create a public art piece, like a full-size mural or something similar, to further enhance this high-profile corner.

**Site Drainage**

Our geotechnical work has been completed by Geopacific Consultants Ltd. After digging test holes, we noticed the soils are bony with fine sands, which is optimal for drainage.

**Architecture**

Designed by Suva Architecture, this facility will be constructed to complement the surrounding buildings we have previously built in the industrial area. This building on the overall property was always envisioned to be a lighter/commercial type use, versus a heavier industrial/manufacturing type use. This is due to the high visibility/traffic location, public transit nearby, and other factors. We will also incorporate distinctive elements such as a full-size mural, interesting architectural features, and landscaping where feasible, enhancing the aesthetic appeal of the site.







# SNFLWR

Building Tomorrow, Rooted in Today

MANAGEMENT

INVESTMENT

DEVELOPMENT



Okanagan Dance Studios would be a great addition to the industrial area. A dance studio attracts students, parents, and instructors, bringing more life to an area that may otherwise be quiet outside of business hours. Many industrial areas are active primarily during the daytime, leaving them empty in the evenings. This can enhance safety and make the neighborhood feel more inviting overall. It also provides a positive creative outlet for people of all ages, offering a space for artistic expression, fitness, and social interaction. It fosters a sense of community and can serve as a gathering place for families.

Here's why Okanagan Dance Studios (OKDS) should be considered for a great long-term business in the industrial area of Penticton:

1. **Established Legacy & Community Impact:** OKDS has a rich history of 40 years in the Okanagan, fostering local talent and offering a space for more than 200 young dancers a year to thrive. The studio has become an integral part of the community, providing a creative outlet for youth and a positive, supportive environment. Supporting OKDS as a long-term partner ensures the continuation of this legacy, benefiting future generations of dancers.
2. **Expansion Plans:** OKDS is evolving to meet the growing needs of the community. With plans to expand into adult classes and launch a high school academy program, the studio's vision is clearly aligned with both artistic and educational growth. The expansion will attract a broader demographic, increasing foot traffic and strengthening its role as a key local institution in the arts.
3. **Passionate and Experienced Ownership:** The new owners bring a deep personal connection to OKDS. Shannon Cote, a former student and now a professional dance instructor, has returned to Penticton to grow her family and has been a leader in the studio for years. Her extensive experience in North America from musical theatre to various dance styles and acting, gives the studio a competitive edge and high-quality instruction. Nicole MacMillan, another OKDS alumna and successful local business owner, exemplifies the studio's roots and deep commitment to its mission, with her daughters actively participating in OKDS programs. This level of personal investment reflects long-term dedication to the studio's success.
4. **Connection to the Community & Local Economy:** OKDS not only serves the local youth but is also integral to the broader community by offering a place for families to connect through dance. Both Shannon and Nicole are entrenched in the Okanagan community, which ensures a sustainable business.



SNFLWR Investment Corporation

201-3110 Lakeshore Road, Kelowna, British Columbia V1W 3T1 | P 250-499-1006 | E [pm@snflwrcorporation.com](mailto:pm@snflwrcorporation.com) | [SNFLWRCorporation.com](http://SNFLWRCorporation.com)

model tied to local values and growth. Their investment in the arts and their active roles in the area demonstrate a long-term commitment to improving the local cultural landscape.

5. **Potential for Continued Success & Growth:** Moving to this news space at 2324 Government Street would help OKDS expand its reach, allowing for more programs and an enhanced experience for students, families, and the community. The studio's established reputation combined with its committed ownership makes it a solid and stable tenant, one with a strong future that will continue to bring value to the property and its surrounding area.

In conclusion, OKDS is a proven, community-centered organization that is committed to the arts, education, and the long-term development of the Okanagan region. Supporting Okanagan Dance Studios not only guarantees the continuation of a beloved institution but also nurtures the growth of local talent, benefiting both the arts community and the economy.

### **Letter from Okanagan Dance Studios**

March 23, 2025

*Thank you for considering Okanagan Dance Studios in this commercial space. We are excited about the opportunity to showcase how our studio can contribute to the community.*

*At Okanagan Dance Studios, we pride ourselves on providing top-quality training in an inspiring and positive environment. For over 30 years, we have been dedicated to nurturing and guiding our students' passion for dance and the arts. Our award-winning and highly respected instructors strive to bring out the best in every student, from the baby ballerinas to the elite advanced dancers. Our mission is for every student to love dance as much as we do, while fostering core values such as teamwork, discipline, respect for others, and commitment.*

*In addition to our regular classes, we have a Show Team that is dedicated to giving back to our community. Throughout the year, our Show Team participates in charity events and performs at seniors' homes across the Okanagan, spreading the joy of dance and supporting meaningful causes. We believe in the power of community and strive to make a positive impact wherever we can.*

*We are also proud of the academic achievements of our students, many of whom excel both in dance and in the classroom. Our students demonstrate outstanding discipline, focus, and work ethic, with several earning accolades not only for their dance accomplishments but also for their academic excellence.*







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*We offer a wide range of classes every day of the week in Ballet, Jazz, Tap, Hip Hop, Lyrical, Modern, Contemporary, Musical Theatre, Acro, and Preschool Dance, for ages 3 and up, including adult classes. Additionally, we are thrilled to have supported many students in pursuing professional dance careers, with some going on to perform with prestigious companies such as Alberta Ballet Company, Kidd Pivot, Toronto Dance Theatre, Ballet BC, Tokyo Disneyland, Carnival and Royal Caribbean Cruise Lines. You can also catch many of our alumni on the big screen, acting and dancer roles.*

*At Okanagan Dance Studios, we are passionate about creating a supportive and inclusive dance community, and we believe our studio would be a great fit for this space. With over 40 years in our current location, we look forward to having a space that suits the needs of our growth.*

*Thank you again and let me know if you need any more information. We look forward to hearing more!*



SNFLWR Investment Corporation

201-3110 Lakeshore Road, Kelowna, British Columbia V1W 3T1 | P 250-499-1006 | E [pm@snflwrcorporation.com](mailto:pm@snflwrcorporation.com) | [SNFLWR Corporation.com](https://www.snflwrcorporation.com)





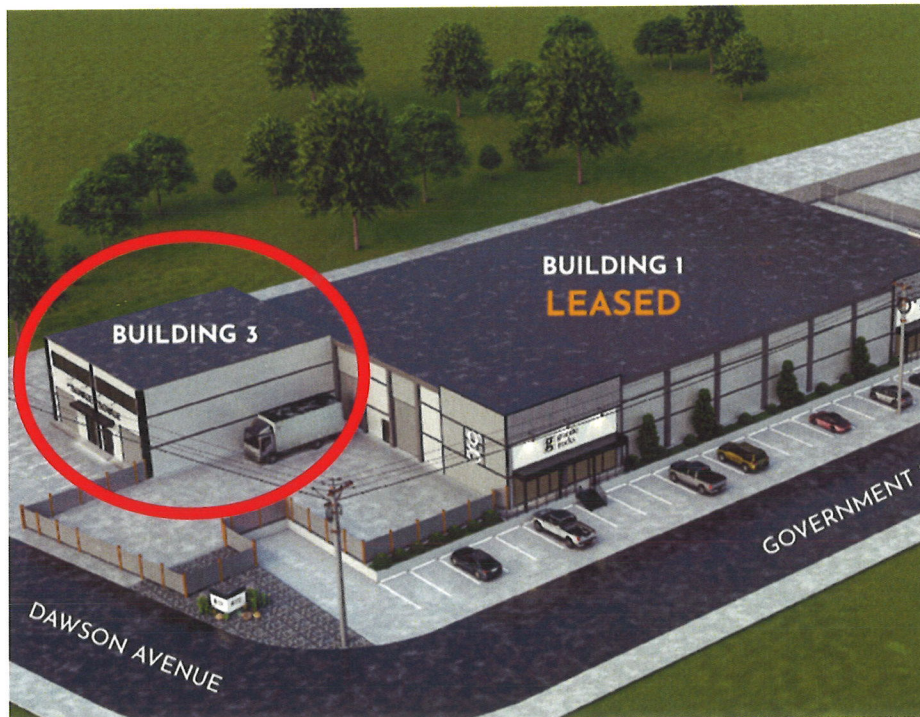
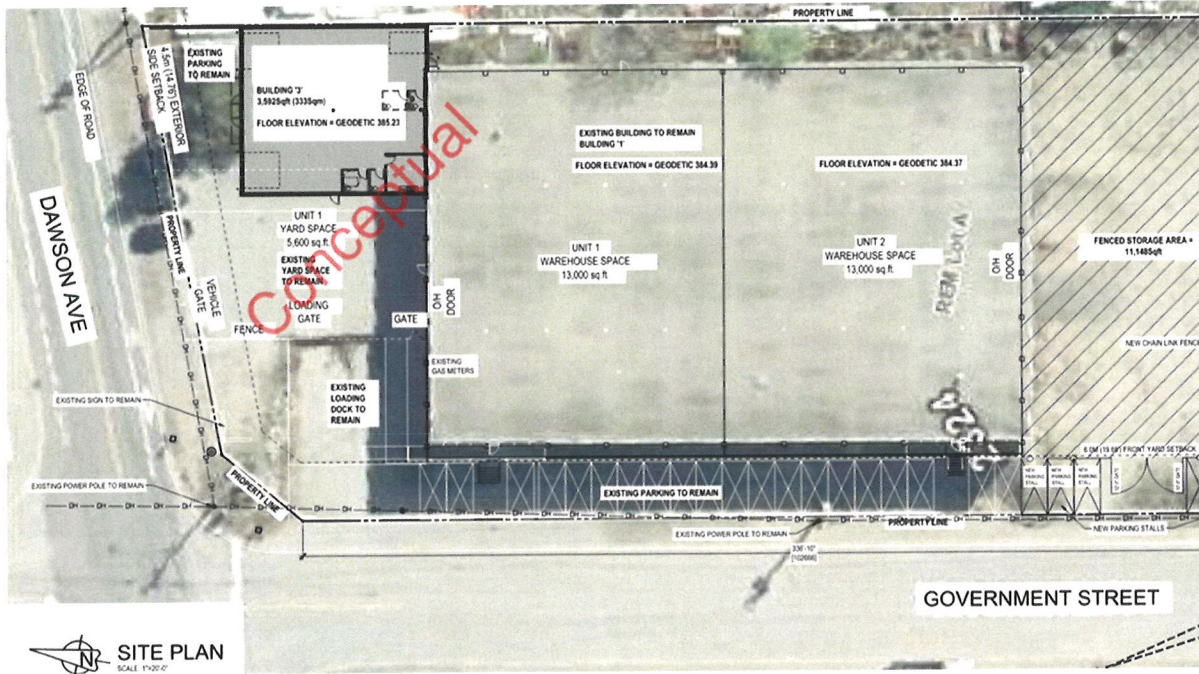
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### Site Context



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## Inspirational Murals



*Mural by Franco Egalite*

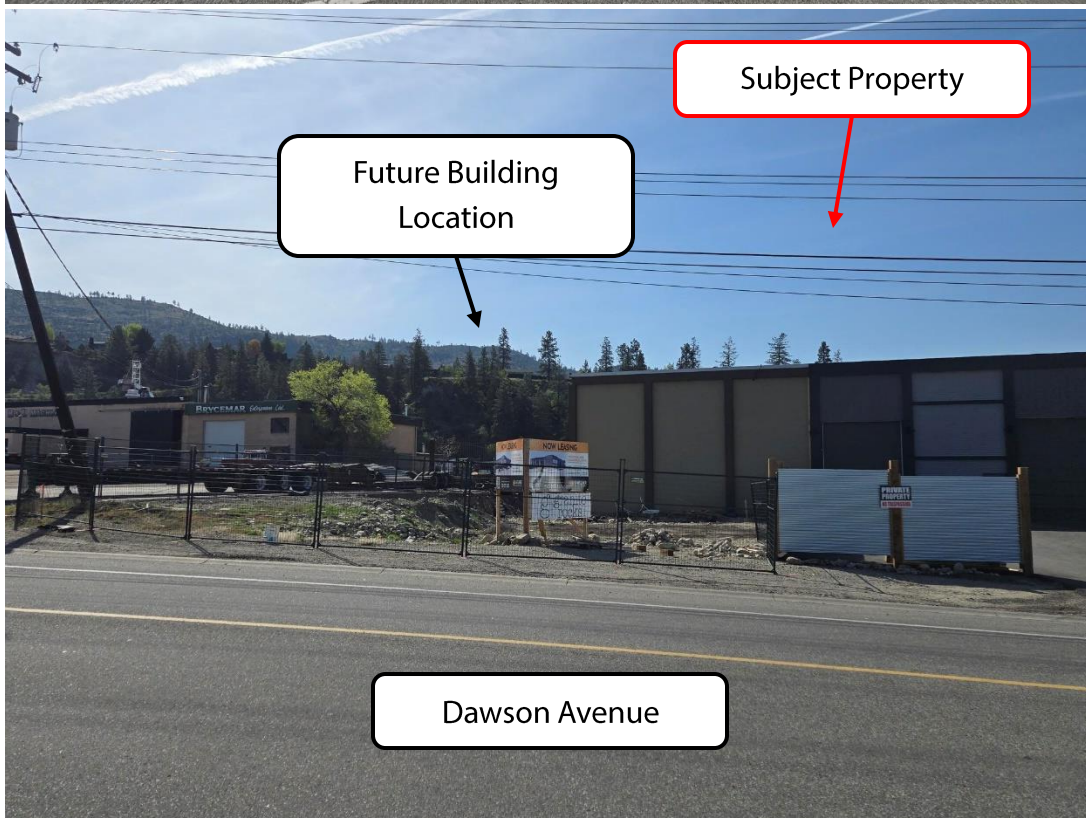
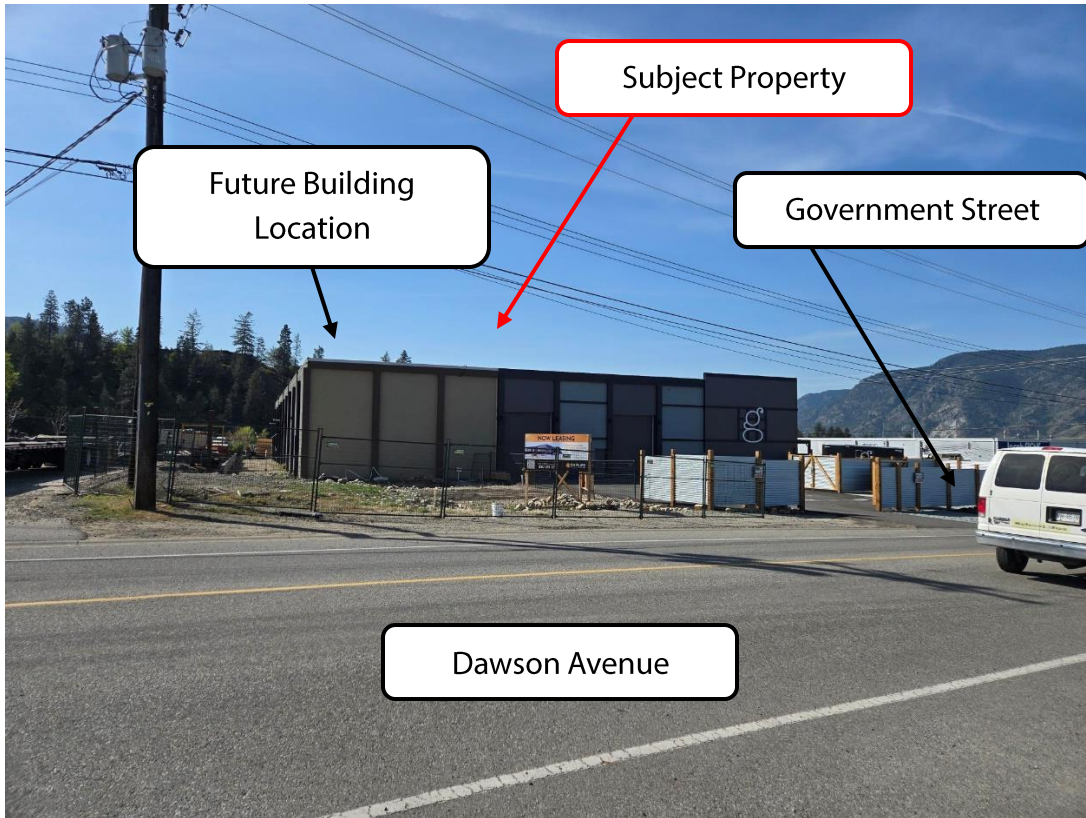


*Mural by Meghan Claire Kehoe*

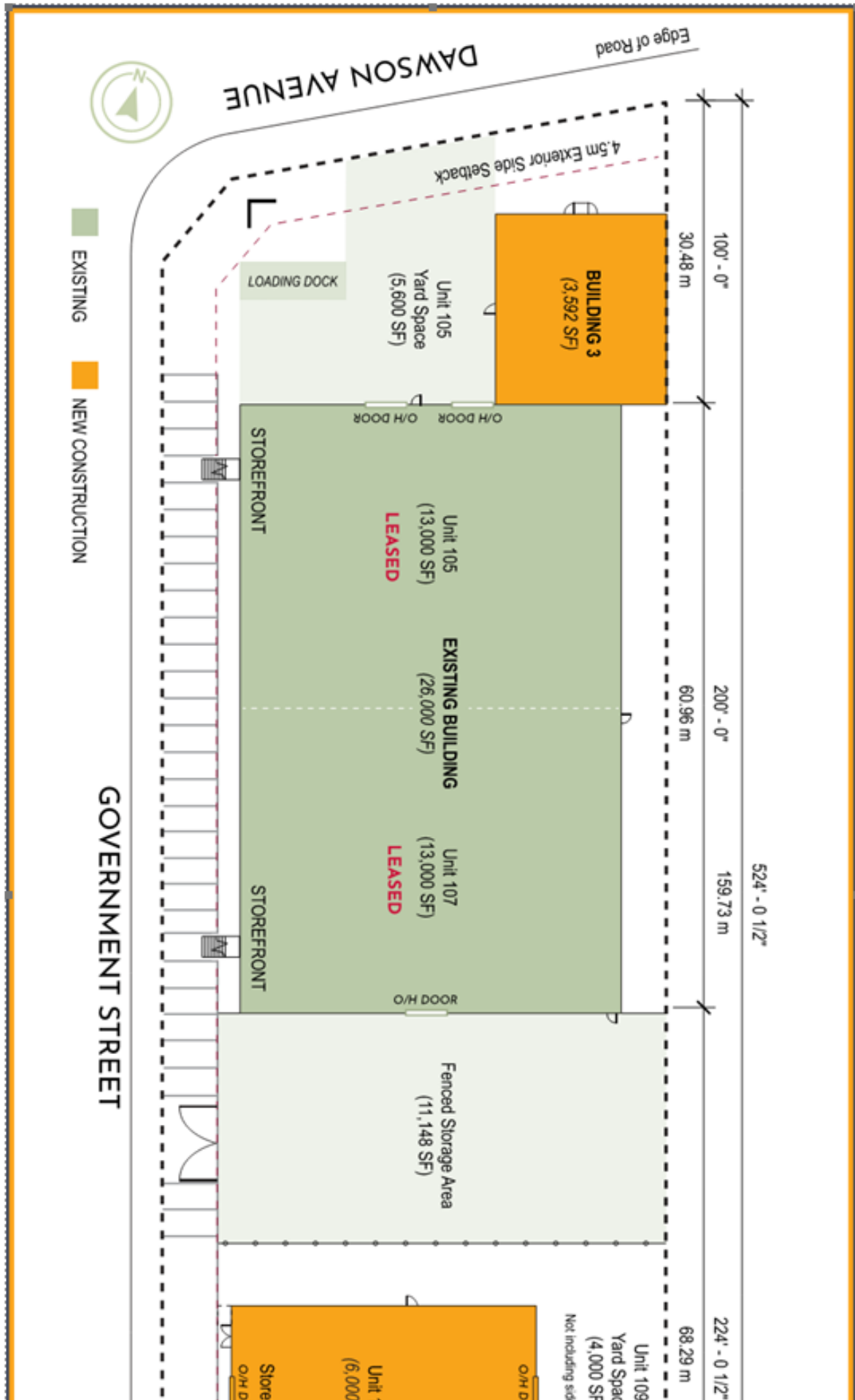




Attachment D – Photos of the Property









March 31, 2025

Dear Mayor and council,

Regarding: Proposal by SNFLWR Investment Corporation for 2324 Government Street

We have met and discussed the redevelopment proposal with Jeremy Dawn of SNFLWR Investment Corporation and reviewed their proposed site plan.

In addition to the upgrades already completed on the existing building and lands over the last year, we understand two more buildings are planned to be constructed this year, increasing to the inventory of leasable light industrial/commercial space within Penticton

The proposal shown to us does not raise any significant concerns, and any potential concerns around parking or security were addressed adequately.

We are in support of the development as proposed; subject to mutually agreeable zoning changes if required.

Sincerely yours,

A handwritten signature in blue ink, reading 'Frank J Conci'.

Frank J Conci

President

# The Corporation of the City of Penticton

## Bylaw No. 2025-08

### *A Bylaw to Amend Zoning Bylaw 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. 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. 2025-08".

2. **Amendment:**

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

Add to M1 – General Industrial Section 12.1.4 SITE SPECIFIC PROVISIONS:

"5 In the case of **Lot A** District **Lot** 251, Similkameen Division Yale District Plan 27421 except Plan KAP70297, located at 2324 Government Street, **indoor recreation** use shall be permitted within one unit (shown as Building 3 in Figure 1 below) having a maximum building footprint of 335m<sup>2</sup>."

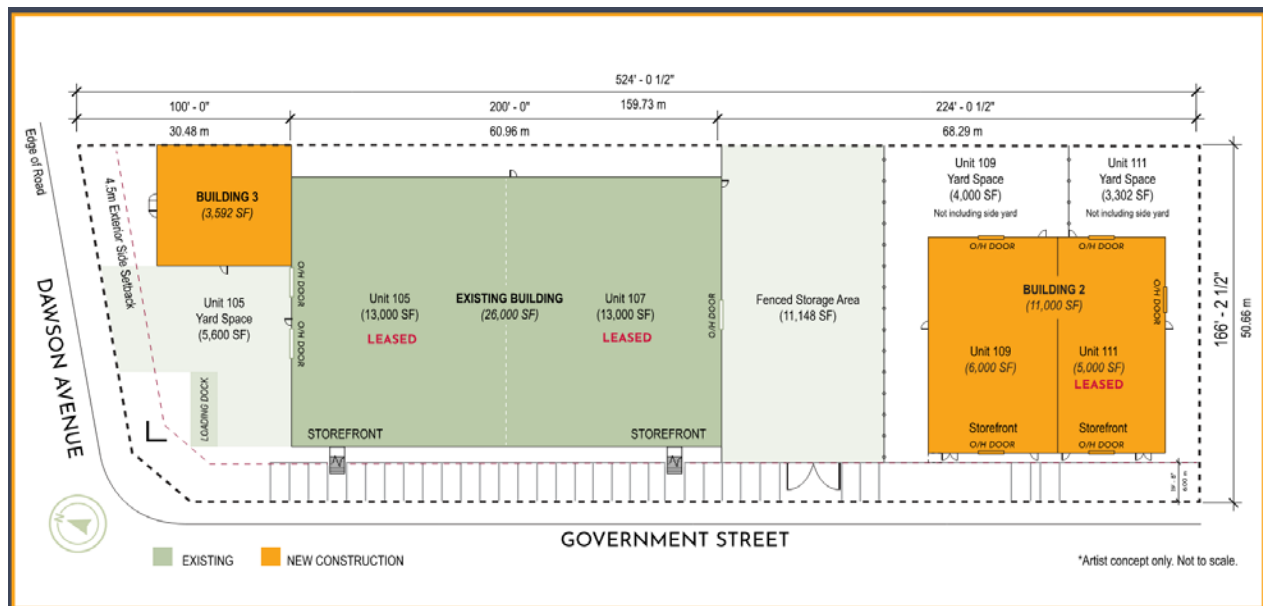


Figure 1: Site Plan (2324 Government Street)

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



READ A FIRST time this	day of	, 2025
A PUBLIC HEARING was held this	day of	, 2025
READ A SECOND time this	day of	, 2025
READ A THIRD time this	day of	, 2025
ADOPTED this	day of	, 2025

Notice of intention to proceed with this bylaw was published on the \_\_\_ day of \_\_\_, 2025 and the \_\_\_ day of \_\_\_, 2025 in an online news source and the newspaper, pursuant to Section 94.2 of the *Community Charter*.

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Julius Bloomfield, Mayor

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Angie Collison, Corporate Officer

## City of Penticton – Schedule 'A'

# Zoning Amendment Bylaw No. 2025-08

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

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

## The Corporation of the City of Penticton

### Bylaw No. 2025-06

#### *A Bylaw for the levying of property tax rates for the year 2025*

WHEREAS pursuant to the *Community Charter*, Council is empowered to impose property value taxes by establishing tax rates within the City of Penticton;

AND WHEREAS it is deemed expedient to establish tax rates for the municipal revenue proposed to be raised from property value taxes and the amounts to be collected by means of rates established to meet the City's taxing obligation in relation to another local government or other public body;

NOW THEREFORE the Council of The Corporation of the City of Penticton in open meeting assembled, hereby ENACTS AS FOLLOWS:

#### **1. Title:**

This bylaw may be cited for all purposes as "Tax Rates Bylaw No. 2025-06".

#### **2. 2025 Tax Rates:**

The following rates are hereby imposed and levied for the year 2025.

- 2.1 For lawful general purposes of the municipality on the value of land and improvements taxable for general Municipal purposes, rates appearing on Column "A" of the Schedule 'A' attached hereto and forming part hereof;
- 2.2 For hospital purposes on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of the Schedule 'A' attached hereto and forming a part hereof;
- 2.3 For purposes of the Regional District of Okanagan-Similkameen on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "C" of the Schedule 'A' attached hereto and forming a part hereof;
- 2.4 For purposes of the Regional District of Okanagan-Similkameen 9-1-1 Emergency Telephone Service and Mosquito Control, on the assessed value of improvements taxable for Regional Hospital District purposes, rates appearing in Column "D" of the Schedule 'A' attached and forming a part thereof;
- 2.5 For purposes of Regional District of Okanagan-Similkameen Sterile Insect Release Program, on the assessed value of land taxable for Regional Hospital District purposes, rates appearing in Column "E" of the Schedule 'A' attached and forming a part hereof.
- 2.6 For purposes of Downtown Penticton Business Improvement Area Class 5 & 6 properties, on the assessed value of land and improvements taxable for general Municipal purposes, rates appearing in Column "F" of the Schedule 'A' attached and forming a part hereof.



### 3. Penalties:

- 3.1 The Collector must add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown on the tax roll, a penalty of ten (10) percent to be applied in relation to payments made after the tax due date of July 2, 2025.

READ A FIRST time this	22	day of	April , 2025
READ A SECOND time this	22	day of	April , 2025
READ A THIRD time this	22	day of	April , 2025
ADOPTED this		day of	, 2025

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Julius Bloomfield, Mayor

---

Angie Collison, Corporate Officer

# The Corporation of The City of Penticton

## Schedule 'A'

*Tax Rates (dollars of tax per \$1,000 taxable assessment)*

2025	A	B	C	D	E	F
Property Class	General Municipal	Regional Hospital District	RDOS	RDOS 911 Emergency Telephone Service & Mosquito Control	RDOS Sterile Insect Release Program	Downtown Penticton Business Improvement Association Rates
1 Residential	3.5634	0.2066	0.1511	0.0688	0.0334	0.0000
2 Utilities	40.0000	0.7231	0.5289	0.2407	0.1169	0.0000
3 Supportive Housing	3.5634	0.2066	0.1511	0.0688	0.0334	0.0000
4 Major Industry	5.0557	0.7025	0.5138	0.2338	0.1135	0.0000
5 Light Industry	5.0557	0.7025	0.5138	0.2338	0.1135	0.9477
6 Business & Other	6.2481	0.5062	0.3703	0.1685	0.0818	0.9477
7 Managed Forest Land	6.2481	0.6198	0.4534	0.2063	0.1002	0.0000
8 Recreation/Non-Profit	4.5745	0.2066	0.1511	0.0688	0.0334	0.0000
9 Farm	17.4263	0.2066	0.1511	0.0688	0.0334	0.0000