



**DISTRICT OF PEACHLAND  
COMMITTEE OF THE WHOLE AGENDA  
Council Chambers – Community Centre  
4450-6th Street Peachland  
Tuesday, June 28, 2011 at 9:00 A.M.**

Page

**1. CALL TO ORDER**

**2. AMENDMENTS TO AGENDA**

**3. APPROVAL OF THE AGENDA**

**4. PRESENTATIONS AND DELEGATIONS**

- 3-15 A. Beach Ride Rental Business Application Reconsideration  
*Rainer Udala*
- 17-20 B. Spirit of BC Committee Final Report  
*Darlene Hartford, Spirit of BC Committee Chair*

**5. ADOPTION OF MINUTES**

- 21-25 A. COTW Meeting Minutes held Tuesday, June 14, 2011

**6. REPORTS / DISCUSSION**

- 27 A. Spirit of BC Committee  
*For Information*
- 29-30 B. Cousins Park Playground  
*For Information*
- 31-32 C. Community Stage / Trailer Rental Rates  
*Request for Decision*
- 33-57 D. Economic Impact Study Terms of Reference  
*Request for Decision*
- E. Asset Management Investment Planning  
*Micheal Trickey & Scott Shepherd, Urban Systems*
- 59-77 F. Sanitary Sewer Bylaw Review  
*For Information*
- 79 G. 2011 Capital Works Project Update  
*For Information*
- 81-85 H. Lower Princeton Area Sector Plan Official Community Plan Amendment Bylaw No. 2004,  
2011  
*Request for Decision*
- 87-96 I. Energy Management 2010 Review  
*For Information*
- 97-104 J. 2010 Statement of Financial Information  
*Request for Decision*

**7. ADJOURNMENT**

Polly Palmer  
Corporate Officer  
June 24, 2011

# Agenda Item # 4A.

## COUNCIL BRIEFING

Date: June 22, 2011

**TO:** Mayor and Council  
**FROM:** Development Services Department  
**SUBJECT:** Delegation - Business License Reconsideration

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Following is some background for Council with respect to the Delegation by Beach Ride Rental Co. (Rainer Udala).

The application for a home occupation business license for bike rentals had to be declined by staff, due to the needs of this type of business not being permitted in a R-1 Residential zone. The primary reasons for declining the application are in the Zoning Bylaw as follows:

- Part 4, Section 5
  - ii) The Home Occupation shall have no external indication that the unit or building is used for a purpose other than a residential use, except for a sign as permitted in Type 1 and Type III.
  - iii) There shall be no external storage or display of materials, equipment or finished products.
  - vi) There shall be no generation of vehicular traffic or parking of vehicles in excess of that permitted for and customary to the zone in which the Home Occupation is located.
  - vii) In addition to any other parking requirements of this Bylaw, all parking relating to the Home Occupation must be accommodated within the site on which the Home Occupation is located.
- d.) Type 1 (Major Home Occupations) are permitted in any Zone permitting either a single family dwelling or a duplex.
  - i) The Home Occupation shall be entirely enclosed within the dwelling unit or a permitted accessory building.
  - iii) Signage shall be limited to one non-illuminated sign not to exceed .....and shall be placed within, or flat against the dwelling unit.

The delegation material refers to a rental spot at The Gateway, which would have made approval of a business license application possible, but that location may now not be available, according to the applicants.

The purpose of this presentation to Council is in accordance with Section 60 (5) of the *Community Charter* which states:

- 60 (5) If a municipal officer or employee exercises authority to grant, refuse, suspend or cancel a business licence, the applicant or licence holder who is subject to the decision is entitled to have the council reconsider the matter.

Staff does not recommend that Council consider amending the zoning bylaw to permit this type of business as a home occupation, due to the far reaching effects on other residential properties. Applying for an existing commercial location would be the most expedient for the applicant to get their business underway.

Agenda Item # 4A.

DISTRICT OF PEACHLAND  
BUSINESS LICENSE APPLICATION



NEW  SPECIAL EVENT \_\_\_\_\_ TRANSFER \_\_\_\_\_

Common Business Name: Beach Ride Company

Legal Business Name \_\_\_\_\_

Civic Address of Business 4190 San Clemente Peachland, BC

Mailing Address of Business 4153 3rd Ave Peachland, BC

Phone: \_\_\_\_\_

Details/Type of Business:

Bike Rentals

APPLICANT

Name: Rainer Udala

Owner  Agent \_\_\_\_\_

Address 4153 3rd Ave

Other \_\_\_\_\_

Peachland BC V04-115

Phone \_\_\_\_\_

CHANGE TO EXISTING BUSINESS LICENCE?

Effective Date of Change N/A

Type of Change N/A

Existing Zoning R-1

OTHER REQUIREMENTS:

Seasonal or Sidewalk Business -- May 15 to Sept 15 only Yes (Yes/No)

Number of on-site Parking Stalls provided: 2

Number of Accommodation (Rooms/Sites): N/A

Will there be any discharge into Municipal Sewers, other than domestic sewage? NO

Will there be a sign erected at location? Yes (Yes/No) What Size? Sandwich Board

How High? 3ft

Site plan provided No (Yes/No)

Insurance coverage required Yes (Yes/No)

# Agenda Item # 4A.

I/we hereby make application for a Business License in accordance with particulars as stated above and declare that the above statements are true and correct. I/we understand that, if granted the license applied for, I/we will comply with each and every obligation in all laws and bylaws now in force and amendments thereto in the District of Peachland.

[Handwritten Signature]

June 10 11

Signature of Applicant

Date

*Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the Freedom of Information and Protection of Privacy Act and the District of Peachland's bylaws. Questions about this may be directed to the Clerk, District of Peachland, 5806 Beach Avenue, Peachland, BC V0H 1X7 (250) 767-2647*

## FOR OFFICE USE ONLY

### DEPARTMENT APPROVALS

Building Inspector:	_____	Date	_____
Health Inspector:	_____	Date	_____
Liquor Inspector:	_____	Date	_____
Fire Chief:	_____	Date	_____
Planning/Zoning:	_____	Date	_____
Insurance coverage required	_____	Date	_____

Attach copy of insurance policy that states District of Peachland additional insured \_\_\_\_\_ (Yes/No)

Other Comments \_\_\_\_\_

Home Occupation Permit Required \_\_\_\_\_ (Yes/No)

Sign Permit Required \_\_\_\_\_ (Yes/No)

Property Zoning OK NO (Yes/No)

<b>APPLICATION APPROVED</b>		Date _____	Licence Insp. _____
License Class _____	Licence Number _____	Reviewed by _____	
Student (Yes/No) _____			
Fee Paid \$ _____	Date _____	Client Number _____	

<b>APPLICATION DECLINED</b>		Date <u>June 28/11</u>	Licence Insp. <u>[Signature]</u>
Reason: <u>R-1 Zoning Does not support use</u>			
Referred To Council (Yes/No) <u>Yes</u>	Date <u>June 28/11</u>		
Council Decision: _____			

**Agenda Item # 4A.**[Print](#)

Subject: **RE: Beach Ride Rental Company**  
From: **Robert Fine <robert.fine@cord.bc.ca>**  
Sent: **June 20, 2011 5:01:47 PM**  
To:

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Rainer,

It was a pleasure meeting with Jan this morning. The EDC cannot endorse a specific business but I am happy to provide you some thoughts below.

Your plan to add more tourism product to the mix has been identified by a number of organizations such as the Thompson Okanagan Tourism Association and Tourism Kelowna as being a critical part of the growth of tourism as an industry in the Okanagan Valley. Providing more activities, and more reasons to stay in the Region are key parts of this.

I wish you the best with your venture, and would be pleased to work with you,

Warm regards,

Robert

Robert Fine

Director of Economic Development

Central Okanagan Regional District

1450 KLO Road

Kelowna, British Columbia

Canada

V1W 3Z4

250-469-6234 direct

250-470-7892 cell

[www.investkelowna.com](http://www.investkelowna.com)

Robert Fine

Director of Economic Development

**Agenda Item # 4A.**
[Print](#)

Subject: RE: Beach Ride Rental Company  
 From: Jennifer Houiellebecq  
 Sent: June 21, 2011 5:21:03 PM  
 To:

Hello Rainer,

Thank you for discussing your business proposal with TOTA. New product development initiatives are always welcome and I look forward to discussing this proposal further as it would appear to fit the ambiance of Peachland. Please feel free to contact me again at a later date.

Regards,

Jennifer

**Jennifer Houiellebecq**  
 Industry Development Specialist

Thompson Okanagan Tourism  
 2280-D Leckie Road, Kelowna, BC  
 V1X 6G6 Canada  
 Tel: +250.860.5999 Ext. 209  
 Fax: +250.860.9993

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[www.thompsonokanagan.com](http://www.thompsonokanagan.com)  
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*Representative of Tourism British Columbia*



*The contents of this email transmission and any accompanying attachments are confidential. Please advise the sender if you received this transmission in error.*

**From:** |  
**Sent:** June-20-11 3:51 PM  
**To:** Jennifer Houiellebecq  
**Subject:** Beach Ride Rental Company

Hi Jennifer

Regarding our conversation on Friday I am sending you an outline of my business proposal and would like to hear from you as time is of the essence. Our intention is to have the business up and running before the July long weekend. You can reach me by my cell 250-503-8286 or by email.

Thank You  
 Rainer Udala

**Agenda Item # 4A.**[Print](#)

Subject: **Letter of support for Rainer/Peachland**

From: **BRIAN STEWART**

Sent: **June 19, 2011 1:58:16 PM**

To:

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Hi my name is Brian Stewart and I have owned and operated a Bike Rental business in The City of Penticton for over 20 years. This type of business is a good, clean, fun, family oriented activity that promotes tourism in the Okanagan. I am sure that you will find with your approval and support that this business venture will be something that promotes tourism in the City of Peachland . I think that it is good that you have a business owner who is willing to offer Peachland a recreational opportunity that is safe and healthy and will only improve upon the many reasons to visit Peachland. I support Rainer Udala in his business endeavours. I am Brian Stewart, owner and operator of FUN CITY bike rentals, located at 1070 Lakeshore Drive, Penticton B.C. (250)462-1151.



# **BEACH RIDE RENTAL COMPANY**



## **Enjoy a little bit of Italy in Peachland**

**Rent one of our 4 or 2 seat peddle bikes, take a quiet ride around our beautiful town. Meander down the kms of beach walk, stop for coffee, or lunch, enjoy those amazing evenings with family or friends. Take a romantic ride on a bicycle made for 2.**

**Located on the corner of 13<sup>th</sup> & Beach Aveune  
Peachland, B.C Call : 250-503-8286**

Beach Ride Rental Company  
Business Proposal

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***Agenda Item # 4A.***

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Challenges pg 4

Solutions pg 5

Benefits pg 6

...

***Agenda Item # 4A.***

Beach Ride Rental Company's objective is to rent four, two and single seater bikes to the public and tourists alike for the summer months (June-September). This is a tourist oriented business designed to give visitors to Peachland a different form of transportation to see our town in a relaxing way. The four and two seater bikes are visibly user friendly and can be enjoyed by all ages within families. The single seater bikes are ideal for younger people and are a great healthy and enjoyable way to see the area. For those who cannot walk the whole distance on the beach walk way they can use these bikes to see and enjoy all that Peachland has to offer. It will be a complimentary business to Peachland's existing businesses.

...

## ***Agenda Item # 4A.***

The challenges we have faced so far are as followed. In June 2010 we went to Town Hall to get an application for a business license and inquire about leasing a spot on the beach walk way for a bike rental business. I was then informed that there was no provision by the town at this time to allow any business on beach ave except for the one license that was given to a person to rent Kayaks. In June 2011 I went to Town Hall to apply for a business license for a bike rental business again, we had purchased a house and property in the Gateway on San Clemente and 13th and would like to start a business out of said property. I was then inform by the person in charge that they would not even look at the application and that they were only allowing that one lincense for the person to rent Kayaks.

## ***Agenda Item # 4A.***

I have since contacted Brian Anderson and The Gateway Strata Council to obtain a rental spot in the building to run the Beach Ride Rental Company. I have the full support of the Strata council in providing rental space and possible storage space in The Gateway building. We have support letter from businesses in the Peachland area that see the benefits of this tourist attraction. We also have recieved a support letter from Brian Stewart who owns and operates Fun City Bike Rentals in Penticton, BC. In my search for support I have met with TOTA(The Okanagan Tourist Association) for a letter of support as well as the Economic Tourist Commission both were very supportive see attached letters.

## ***Agenda Item # 4A.***

In conclusion we believe these are the benefits to Peachland Area

- Attract more tourists to the area
- Family oriented for all ages(Fun and Safe)
- Keeps tourists in the community
- It's green, clean and healthy
- Creates future employment
- It compliments the surrounding business

We believe this business will help to enhance what Peachland already has to offer. Bring a good clean and healthy attraction for both tourists and locals.





# Agenda Item # 4B.

## Peachland Spirit of BC Community Committee Final Report

### History

#### 2004 Spirit of BC Peachland Committee Established

- Committee Chair Councillor Graham Reid
- Committee members appointed, representing the 5 Pillars:
  - Arts & Culture- Councillor Michael Henderson, Don Jacques
  - Sports & Recreation – Gary Geiger, Greg Smith
  - Business & Tourism – Darlene Hartford
  - Volunteerism – Christopher Byrd
  - Literacy – Mary Anne Smirle
- 2005 Peachland Chamber of Commerce appointed as Committee Coordinator
  - Committee Chair Darlene Hartford
  - Invitation for representation extended to all Peachland clubs & organizations
  - Continued representation of the 5 Pillars

### 2010 Legacies Now

#### “Creating Legacies for Tomorrow”

- A non-profit society with the sole purpose of creating lasting legacies around the province leading up to and beyond the 2010 Olympic & Paralympics Winter Games
- Dedicated to strengthening the arts, literacy, sport and recreation, physical activity, accessibility and volunteerism in communities
- Partnerships amongst clubs and organizations, private companies and all levels of government

### Special Committees of Peachland Spirit of BC

- 2008 Measuring Up
- 2008 10 X 10 Challenge
- BC150 Years
- 2009 Peachland Centennial

### 2008 Measuring Up

- To assist communities in assessing the degree to which their citizens with disabilities are active participants in community life
- Created an Advisory Committee of People With Disabilities
- Measuring Up Accessibility and Inclusion Fund - \$15,000 Grant
  - Computer software for people with visual disabilities
  - Operating Funds for Peachland Wellness Centre’s wheelchair-lift equipped van
  - Implemented Accessibility Audit of Businesses and Municipal Buildings
  - Implemented Inclusion Survey of people with disabilities
  - Created employment for a person with physical disabilities
- Created community awareness of accessibility concerns of people with disabilities

### 2008 10 X 10 Challenge

- Peachland Chamber of Commerce accepted a provincial challenge to increase the employment of people with disabilities by 10% by 2010
- Resolution was passed by Council to accept the Challenge

## ***Agenda Item # 4B.***

- Peachland participated with 33 other communities
- Peachland Chamber of Commerce and Peachland Wellness Centre created short term employment for persons with disabilities
- Created community awareness of opportunities for employment for people with disabilities

### BC150 Years

- 150<sup>th</sup> Anniversary of the founding of the Crown Colony of British Columbia (2008)
- Peachland Elementary made Provincial headlines in monthly newsletter 2010 Legacies Now
- BC150 Heritage Legacy Funding - \$5,000
- BC150 Christmas Event
  - Aboriginal puppeteer
  - 6 local non-profit groups received honorariums
  - Breakfast with Santa, craft table and photo with Santa
  - Peachland Food Bank donation

### Peachland Centennial

- Spirit of BC Committee registered all 2009 celebrations as Centennial Events
- Spirit of BC events were listed in the Centennial Guide and promoted through the Centennial Corner Calendar of Events

### 2010 Countdown

- 2010 Countdown Grant \$10,000
  - Purchased 18x24 ft screen for 2010 Winter Olympic & Paralympics community viewing
  - Purchased projector for Olympic community viewing
  - 4 Season Trail promotion in Silver Lake area
    - Information session
    - Aboriginal entertainment
    - Summer and Fall Countdown Hikes
  - Signage for cross-country/snowshoe trails

### Creating a Legacy Through Community Participation

- Spirit of BC Week 2005 – 2009
- Schmockey Tournament 2005 – 2011
- Frostbite Family Fun Days
- Jump Rope for Heart
- Deep Freeze 5km Walk/Run & Polar Bear Dip
- Peachland placed 3<sup>rd</sup> in Provincial Photo Contest
- GamesTown 2010
- Christmas Light-up Parade and Canada Day Parade
- Volunteerism: VolWeb.ca
- Olympic Torch Relay event January 25, 2010
- Big Screen Viewing of 2010 Olympics & Paralympics

### Spirit of BC Week 2005 – 2009

- An annual celebration each February to highlight sport, culture, art, learning, and business as a winter festival
- Peachland is one of more than 100 Spirit of BC Committees represented in over 200 communities throughout the province

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## ***Agenda Item # 4B.***

- An annual grant of \$750 from 2010 Legacies Now was received for Spirit of BC Week expenses
- The first community event of Peachland Spirit of BC was 2005 Inaugural Schmockey Tournament

### Schmockey Tournament 2005 – 2011

- A fun tournament for all ages and abilities
- Trophy has been won by Peachland Elementary (2X), Peachland Fire & Rescue, Westside Warriors (2X) and Peachland Chamber of Commerce (2X)

### Frostbite Family Fun Days

- Spirit of BC family event free to the community

### Jump Rope for Heart

- Kid's Show their Spirit
- Peachland Elementary School students participate in 'Jump Rope for Heart' during 'Spirit of BC' week in February

### Deep Freeze 5Km Walk/Run

- Spirit of BC Committee partnered with Peachland Recreation in a winter walk/run

### Polar Bear Dip Shows Spirit

- Winter enthusiasts show their Spirit

### Peachland Placed 3<sup>rd</sup> in Provincial Photo Contest

Peachland celebrates the 100<sup>th</sup> Anniversary of the Peachland Little School House

- Photo published in quarterly provincial newsletter 2010 by Legacies Now
- Photo taken by Photography By Elaine

### GamesTown 2010

- Provincial Contest for communities to tell THEIR story on how their community is getting into the SPIRIT of 2010
- Peachland was a close contender with stories supporting sport, healthy living, and sustainable development
- Peachland Stories were entered on line by individuals and clubs & organizations
  - Peachland Community Arts Council & Spirit of BC events – Wayne Powers
  - Peachland Heritage Society – Richard Smith
  - Peachland Volkspor – Christopher Byrd

### Parades

- Spirit of BC participated in Christmas Light-up parade and Canada Day parade

### Volunteerism

- VolWeb.ca was a free online matching system connecting event planners with volunteers province wide
- Peachland Chamber created a resource list of volunteers in our community

## ***Agenda Item # 4B.***

### Torch Relay

- Olympic Flame passes through Peachland January 25, 2010
- Torch Bearer's run along Beach Avenue, then Peachland congregates at the Community Centre for an Olympic community celebration

### Olympic Screen

- 2010 Winter Olympics and Paralympics viewing available to the community at no charge on an 18'X24' screen

### Appreciation is extended to the following:

- Corporate Sponsors
  - District of Peachland
  - Effective Printing
  - Peachland View
  - Grant Eisworth – Blues Brothers Too
- Mayor, Council and District Staff
  - Mayor Keith Fielding, Past Mayor Graham Reid, Councilor Terry Condon, Pelma Haffenden, Melanie Reynolds, Erin Boyes, Vic Loney and Public Works

### Continuing Initiatives

- Schmockey Tournaments
  - Future tournaments are to be organized by George and Rochelle McFarlane on behalf of Peachland Fire & Rescue
- Spirit Ski Trails
  - Trail signage purchased with Countdown 2010 Grant funds will be positioned in September when the trail is groomed
  - Bill and Susan Teed, members of the past Peachland Cross Country Ski Club, maintain the trails annually and will position the signs.

### Distribution of Properties

- Spirit of BC photos, street banners, and memorabilia to be displayed in the Peachland Museum
- Schmockey properties entrusted to George and Rochelle McFarlane
- Ski trail signage entrusted to Bill and Susan Teed
- Records archived by the District of Peachland
- Co-partnership between the District of Peachland and Peachland Chamber of Commerce for the maintenance and rental of the Olympic Screen and projector

### Continuing Initiatives ... Beyond 2010

A commitment to continue working with the community on ongoing 'Spirit' Legacy events

# Agenda Item # 5A.

## THE CORPORATION OF THE DISTRICT OF PEACHLAND

**Committee of the Whole Meeting Minutes  
Held Tuesday, June 14, 2011 at 9:00 a.m.  
In the Council Chambers – Community Centre**

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**PRESENT:** Mayor Fielding, Councillors Broadway, Fraser, Moberg and Schierbeck  
  
CAO Elsie Lemke  
Corporate Officer Polly Palmer  
Director of Finance Doug Pryde  
Director of Operations Doug Allin  
Director of Planning and Development Dave Smith  
  
Members of the Public  
Members of the Media

**ABSENT:** Councillor Bell  
Councillor Condon

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**CALL TO ORDER** Mayor Fielding called the meeting to order at 9:00 a.m.

### **AMENDMENTS TO AGENDA**

**APPROVAL OF THE AGENDA** MOVED by Councillor Schierbeck:  
  
THAT the agenda be approved as presented

**CARRIED.**

### **PRESENTATIONS AND DELEGATIONS**

**YOUTH INITIATIVE** Michelle Boorman, Tahnee Pierson-Roberts, Julia Anderson, Brianne Moore, Erika Nairismagi and Beth Mansell of the Mount Boucherie Student Voice gave a presentation on a youth initiative to include a youth perspective into civic engagement, noting that:

- Student Voice is a school wide group that consists of and represents all of the different student leadership groups currently at Mount Boucherie. This group also has representatives at the District and Okanagan Valley forums. Student Voice will be Council’s link to youth
- Peachland youth are 9% of Mount Boucherie student population
- Results of a school wide survey indicated the youth on the Westside are not satisfied with the number of activities available. The most desired results are a bowling alley or an indoor/outdoor water park. Other popular activities mentioned are a sports complex, a music venue, beach rentals and access to biking trails. Their dream is to have a building with multiple activity options
- Mount Boucherie needs a Police Liaison Officer, a proactive and authoritative presence promoting and encouraging good behavior
- Some issues that could be improved by an adult police presence on a regular basis at the school are inappropriate use of technology in the schools such as bullying and sexting and drugs and alcohol

Discussion ensued relative to:

- Boys & Girls Clubs
- Funding of a RCMP Liaison present in the school
- Council working with the Student Voice group
- Mayor Fielding volunteered to speak with Mayor Findlater in West Kelowna regarding Peachland, West Kelowna and WFN jointly funding a RCMP Liaison

**REGIONAL  
GROWTH  
STRATEGY REVIEW  
UPDATE**

Dave Widdis, RDCO Regional Growth Strategy (RGS) Coordinator, gave a presentation on the Regional Growth Strategy Review highlighting the following:

- RGS planning process (Fall 2010 – Winter 2011)
- RGS development (Spring 2011 – Fall 2011)
- RGS review & adaptation (Fall 2011 – Winter 2012)
- RGS implementation (Winter 2013 Onwards)
- [www.futureok.ca](http://www.futureok.ca) for additional information

Discussion ensued relative to:

- Growth options are under development
- Municipalities can help shape the policies in how they can help achieve regional growth goals and objectives

**ADOPTION OF MINUTES**

**COTW MEETING  
MINUTES**

May 24<sup>th</sup>, 2011 COTW Minutes, approval of the agenda was moved by Councillor Schierbeck

MOVED by Councillor Schierbeck:

THAT the COTW Meeting Minutes held Tuesday, May 24, 2011 be adopted as amended.

**CARRIED.**

**COTW MEETING  
MINUTES**

MOVED by Councillor Fraser:

THAT the COTW Meeting Minutes held Tuesday, May 31, 2011 be adopted as presented.

**CARRIED.**

**REPORTS / DISCUSSION**

**REQUEST FOR  
GRATIS FACILITY  
USE OF 4TH  
STREET PLACE**

A request from Peachland resident Don Mayoss-Hurd was presented requesting gratis facility use of Fourth Street Place

Discussion ensued relative to:

- the cost of \$45 for the facility rental
- it was proposed to donate \$50 to the event rather than give gratis use of rental space to an individual
- debate of individual vs. group or organization
- does the situation fit policy

MOVED by Councillor Moberg:

THAT COTW recommends that Council approve gratis use of Fourth Street Place for the date of the fundraiser that supports Peachland's Vice Ambassador Anya Mayoss-Hurd attending the Miss Teen Canada World Pageant in Toronto

**CARRIED.**

**Councillor Schierbeck OPPOSED.**

**DOWNTOWN  
REVITALIZATION  
PROGRAM**

CAO Elsie Lemke presented a report regarding a proposed Downtown Revitalization program, noting the objectives:

- To create economic stimulus to encourage commercial capital investment
- To encourage redevelopment of aging, single use downtown buildings
- To create additional employment opportunities that will reduce the need for citizens to work outside of the community
- To promote environmental objectives, such as green projects, energy efficiency and
- To expand the commercial tax base

Discussion ensued relative to:

- Revitalization Tax Exempt (RTE) only applies to construction of new improvements or alterations to existing improvements with a value in excess of that established in the bylaw
- RTE only applies to Municipal property Taxes
- Incentive program applies to areas that Council identifies in the bylaw
- BC Assessment will issue the RTE

MOVED by Councillor Moberg:

THAT COTW recommends that Council adopt in principle, the Downtown Revitalization program dated May 11, 2011 and bring forward at a later date after the completion of the Peachland Economic Impact Study

**CARRIED.**

**REFERRAL  
REQUEST  
REGARDING  
TOLKO  
DEVELOPMENT  
PROPOSAL**

Engineering Technologist Mirjam Glass presented a referral request regarding Tolko Forest Products submitting a development proposal to the Ministry of Forests for additional cut blocks and related roads in areas in the Peachland watershed that have significant Mountain Pine Beetle infestations noting that:

- New cut blocks will reduce the risk of standing, dying Mountain Pine Beetle stands on crown lands
- No additional staff time will be required
- Tolko's proposal is consistent with Provincial requirements when working in watersheds

Paul Ross from Tolko answered questions relative to:

- Tolko manages their forestry practices in accordance to forest stewardship, they are CSA certified for sustainable forest management with focus on temporary roads in watershed areas. Once the area is planted roads are removed replanted
- Provincial standards are to replant a cut block within 4 years, Tolko standards are within 2 year and they usually replant in 1.5 years

Discussion ensued relative to:

- How soon the area will be re planted
- The road systems that will be used ( mainly Pittin and Sunset and some down Princeton)
- Timeline of harvesting into the beginning of 2013

MOVED by Councillor Schierbeck:

THAT COTW recommends that Council support the Tolko Development proposal, dated May 13, 2011 as presented, on the condition that the guidelines in the District of Peachland 2010 Watershed Assessment Report for Drinking Water Protection are followed.

**CARRIED.**

**TRAFFIC  
REGULATION  
INFORMATION  
REGARDING  
STUART SMITH  
5840 COLUMBIA  
AVENUE**

CAO Elsie Lemke presented an update to Mr. Smith's questions related to parking and interpretation of the drawings of the road allowance on Columbia Avenue

Letters to Mr. Smith from the District with answers to his questions were presented. The driveway permit for 5832 Columbia Avenue was reviewed by the Director of Operations Doug Allin, the drawings represent the actual location of the driveway. Where some confusion may arise is that the drawing shows the full right of way for Columbia Avenue, and not the paved portion of the roadway only, so the driveway is shown as terminating at the road right of way edge.

The roadway on Columbia Avenue is wide but the travelled portion is narrow, driveway appears to cross private property but legally it doesn't.

Mr. Smith continued to speak out on the following issues

- Approval of driveway
- Bank of rocks on municipal right of way
- Neighbours retaining wall

Mayor Fielding stated that the District has responded to his questions and if Mr. Smith has further questions to submit them in writing.

**RECYCLING PILOT  
PROJECT**

CAO Elsie Lemke presented a report regarding a recycling pilot project that determines the recycling needs for the customer from the District of Peachland. Noting that:

- Recycling containers will be located at the Public Works yard and will be available for collection of excess recyclables and glass that the current curbside collection cannot facilitate
- Available collection hours are 7:00 am – 3:30 pm for the following dates:
  - One week in June, Monday June 27<sup>th</sup> to Thursday June 30<sup>th</sup>
  - One week in July, Monday July 25<sup>th</sup> to Friday July 29<sup>th</sup>
  - One week in August, Monday August 29<sup>th</sup> to Friday September 3<sup>rd</sup>

Discussion ensued relative to:

- RDCO will conduct an advertising campaign
- The possibility of running the project for extra days



## ***Agenda Item # 5A.***

- The location of the recycling bins for deposit
- Staff will communicate any concerns to RDCO

MOVED by Councillor Schierbeck:

THAT COTW receive Information Report regarding Recycling Pilot Project dated June 5, 2011

**CARRIED.**

**ZONING BYLAW  
NUMBER 1375, 1996  
AMENDMENT  
BYLAW NO. 2003,  
2011 - 5261  
BUCHANAN ROAD**

Planning Administrator Heidi Simkins presented a report regarding a Zoning Bylaw Amendment for 5261 Buchanan Road for the provision of changing the zoning from RR-2 (Rural Residential 0.2ha, [0.5 acres]) to the R-1 (single family residential) designation, noting that:

- Owners wish to rezone property to allow for the construction of a new home that would exceed the lot coverage of 10% normally allowed in the current zoning. The proposed house will require 14% lot coverage

Discussion ensued relative to:

- The proposed house is for single family residential use only
- No secondary suits
- Current house will be demolished, boat house and garage will remain

MOVED by Councillor Broadway:

THAT COTW recommend that Council gives First and Second reading to Zoning Bylaw No. 1375, 1996 Amendment Bylaw No. 2003, 2011 to rezone Lot 3, DL 449, ODYD, Plan 37515 from RR-2 (Rural Residential 0.2ha) to R-1 (Single Family Residential) zone; and

THAT Council authorized staff to set up a Public Hearing subject to the applicant providing the following information prior to the Public Hearing date:

- A Geotechnical report addressing the slope stability and the safe use of the site.

**CARRIED.**

### **ADJOURNMENT**

MOVED by Councillor Moberg:

THAT the COTW meeting adjourn at 10:46 a.m.

**CARRIED.**

**Certified Correct**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Corporate Officer**

Dated at Peachland, B.C.

This                      day of                      , 2011.





**District of Peachland  
Committee of the Whole Report**

**To:** COTW  
**From:** Director of Community Services  
**Date:** June 28, 2011  
**Subject:** Spirit of BC Committee – Projector and Screen  
**Recommendation:** **THAT the COTW recommends that Council authorize staff to work with the Chamber of Commerce and share equally the costs of any maintenance and repair issues pertaining to the Spirit of BC Committee projector and screen;**  
**AND FURTHER THAT should either the projector or the screen become no longer worthy of repair, the Chamber and the District will discuss the necessity of continuing to have a shared community asset and staff will bring the issue back to Council for consideration.**

**Implications of Recommendation:**

**General:** N/A  
**Organizational:** N/A  
**Financial:** Replacement bulbs - \$300+  
**Policy:** N/A

During the run up to the 2010 Olympic Games, there were many grant opportunities available. One grant that was successfully received was for the purchase of a projector and screen so that Olympic events could be showcased in the community.

Although the games are over, the projector and screen remains an important community asset. The Chamber of Commerce has become the caretaker of these assets and they have established a rental program for community use.

It is intended that these assets can be used equally by the Chamber and the District and that a nominal rental fee be collected from all other users. The rental fees will be held in trust for the purchase of replacement light bulbs and to deal with any maintenance or repair issues. It is recommended that, should the expenses exceed the funds collected by the Chamber, then the District and the Chamber will share in such expenses. Should there come a time that the asset is no longer worthy of repair, the Chamber and the District can discuss the necessity of continuing to have a shared community asset.

**REPORT/DOCUMENT:** **Attached:** **Available:** **Nil: X**

- OPTIONS:**
- 1.COTW CAN SUPPORT RECOMMENDATION
  - 2.COTW CAN MAKE AMENDMENTS TO THE RECOMMENDATION
  - 3.COTW CAN REQUEST ADDITIONAL INFORMATION OF STAFF PRIOR TO PASSING A RESOLUTION





**District of Peachland  
Committee of the Whole Report**

**To:** COTW  
**From:** Director of Community Services  
**Date:** June 28, 2011  
**Subject:** Playground at Cousins Park  
**Recommendation:** **THAT the COTW recommends that council direct staff to not proceed with a playground at Cousins Park;**  
**AND FURTHER THAT staff pursue locations for two neighbourhood parks in the hillside communities and bring back to Council for final approval.**

**Implications of Recommendation:**

**General:** Recreation Master Plan  
**Organizational:** N/A  
**Financial:** \$50,000 approved in 2011 capital budget a playground at Cousins Park  
**Policy:** N/A

The playground adjacent the primary school on Beach Avenue was worn out and due to safety concerns, it was decommissioned in 2010. During the 2011 budget process, council committed \$50,000 to reinstate a playground on this site.

Two playground providers have been to the Cousins Park to determine the best location for a potential playground:

- (a) beside the 50+ centre along the Beach Avenue fence
- (b) beside the 50+ Centre along the 8<sup>th</sup> Street fence

Although these locations have been determined as the best given the Cousins Park site, there is no guarantee that a ball will never enter the playground area. In fact, in discussions with the Adult Slo-pitch league, they have serious concerns about either location because, in their league, several members regularly hit the ball into these areas. Additionally, they cited concerns that children could in fact be crossing the ball field to get to the playground which is also poses a danger to the kids.

Seniors Slo-pitch also had concerns. One is the safety of the children. Although the Seniors use a low flight ball and rarely hit as deep as the 50+ Centre, there is on occasion a ball that will go in those areas. Second, their primary concern is for their outfield players. If chasing a ball that goes towards the 50+ Centre, an outfielder is at risk of leg injury by running onto a different surface (pea gravel) or by inadvertently hitting the play structure itself.

Other site partners (50+ Centre, Boys and Girls Club and the Chamber of Commerce/Tourist information) did not have safety concerns regarding a playground on site and support the project. However, the 50+ Centre indicated that should a playground be installed at Cousins Park that option (a) be considered only. The reason being is that parking is limited on 8<sup>th</sup> Street and a

## Agenda Item # 6B.

playground along the Beach Avenue side would mean better access to parking (on Beach Ave and at the Yacht Club) leaving 8<sup>th</sup> Street more readily available for the 50+ members.

Not only is the site used for seasonal ball, it is also used for large scale special events such as World of Wheels and Dancin' Barefoot in the Park. World of Wheels does not feel that a playground in the corner by the 50+ Centre will impact their event. However, Dancin Barefoot in the Park is concerned that a playground at the site will lessen their events capacity and the proposed locations are where either vendors or port-a-potties are typically located.

The installation posts with temporary fencing/netting could potentially solve the risk issues for both the ball players and the participants in the play area; however, this would further impact the site as a special event location and may be perceived by the public as unsightly. A fenced area would also not deter children from running across the ball field to access the playground. Fencing or netting the area would also require additional funding.

Other locations investigated at Cousins Park may be more subject to errant balls from the ball diamond and/or are too small in terms of available space and the footprint required around a playground. Additionally, placing the playground behind the back stop or potentially between the two buildings (Community Centre and Primary School) would serve the ball teams children but the playground would be tucked out-of-sight and would not be ideal for use by the general public.

Since the budget adoption, there was a need for a swing replacement at Heritage Park. \$5000 has been allocated from the playground replacement budget to this project.

There are two options available for consideration:

1. Use the \$45,000 to install two small neighbourhood parks in the hillside communities (Princeton, Ponderosa or Trepanier);

**PROS** – There are many opportunities for family recreation in the Beach Ave corridor (Heritage Park and Swim Bay). Redirecting the funds supports the Recreation Master plan in providing neighbourhood playgrounds in the hillside communities.

**CONS** – Opportunities for play lessened in the Beach Ave corridor.

2. Use the \$45,000 to install one small neighborhood park in a hillside community (Princeton, Ponderosa or Trepanier) and expand the playground at Heritage Park.

**PROS** – Enhance play opportunities at Heritage Park and moving forward with the Recreation Master plan in providing neighbourhood playgrounds in the hillside communities.

**CONS** – Heritage Park is already a condensed multi-use site. Additional features limit the parks functionalities as a special event site. This option lessens ability to meet the needs of the hillside communities.

**REPORT/DOCUMENT:**

**Attached:**

**Available:**

**Nil:**

**OPTIONS:**

1. COTW CAN SUPPORT RECOMMENDATION.
2. COTW CAN MAKE AMENDMENTS TO THE RECOMMENDATION.
3. COTW CAN REQUEST ADDITIONAL INFORMATION OF STAFF PRIOR TO PASSING A RESOLUTION.



**District of Peachland  
Committee of the Whole Report**

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**To:** COTW  
**From:** Director of Community Services  
**Date:** June 28, 2011  
**Subject:** Parks and Recreation Fees and Charges  
**Recommendation:** **THAT the COTW recommends that Council approve the rate of \$56/day +HST for the community stage/trailer;**  
**AND FURTHER THAT an approved operator can tow and assemble the trailer except when the trailer is to be installed in a Municipal Park in which case regular staff rates for delivery/assembly and take down/return will apply.**

---

**Implications of Recommendation:**

**General:** N/A  
**Organizational:** N/A  
**Financial:** Operating costs – approximately \$400/year  
Capital costs (purchase, material, labour) - \$4500  
**Policy:** Community Recreation Policy FIN-035

---

The District has recently purchased and refurbished a mobile stage/trailer as identified in the 2011 Operating Budget. Staff is currently working on licensing and insuring the trailer with hopes of having it in circulation for summer 2011. Two groups have tentatively reserved the stage/trailer to date.

The Community Recreation Policy identifies:

1. A rental fee will be charged for the provision of such equipment and supplies as may be deemed rentable.
2. Fees to be set at market value.

As such, the finance department has calculated the rate for the trailer consistent with rates established for other vehicles in the municipal fleet. This rate is based on the capital costs of the stage/trailer, annual operating costs and predicted number of rentals per year. The recommended rate is \$56/day plus HST.

Two communities with mobile stages were contacted for comparable pricing:

- Penticton: \$130-180/day (staff time for assembly is additional)
- Abbotsford: \$460-599 flat rental rate (not per day) (includes assembly)

The stages in both Penticton and Abbotsford are commercial stages whereas the Peachland one is homemade. This results in a significant difference in capital costs which is reflective in our lower rental rate.

...

## ***Agenda Item # 6C.***

In order to ensure protection of our municipal properties, staff is recommending that when the stage is to be assembled in a park, that staff provides the delivery/assembly and take down/return of the stage. It is predicted that this will take approximately one (1) staff person up to forty five (45) minutes each for set up/assembly and take down/return or an estimated cost of \$65.

**REPORT/DOCUMENT:**

**Attached:**

**Available:**

**Nil: X**

**OPTIONS:**

1. COTW CAN SUPPORT RECOMMENDATION.
2. COTW CAN MAKE AMENDMENTS TO THE RECOMMENDATION.
3. COTW CAN REQUEST ADDITIONAL INFORMATION OF STAFF PRIOR TO PASSING A RESOLUTION.



# Agenda Item # 6D.



## PEACHLAND ECONOMIC DEVELOPMENT COMMITTEE

<http://www.peachlandedc.com/> <http://www.peachland.com>

June 22.2011

Dear Mayor Fielding and Members of Council,

### Re: Draft Terms of Reference – Economic Impact Analysis

The Peachland Economic Development Committee is pleased to participate in preparing the draft Terms of Reference for an Economic Impact Analysis as requested by Council.

The Council Resolution of June 1<sup>st</sup> requested Terms to assist in understanding the economic implications and viability of current residential and commercial growth projected over the next 20 years.

The committee has worked in partnership with the Central Okanagan- Economic Development Commission and in consultation with the District CAO in preparing the attached report.

We feel these Terms of Reference will provide the foundation for the 'Request for Proposal' to hire a consultant to deliver the Economic Impact Analysis as mandated by Council.

*Chair:* Bob Sugden  
[bcsugden@shaw.ca](mailto:bcsugden@shaw.ca)  
*Vice Chair- Community Arts*  
Chris Byrd  
*Vice Chair- Business Community*  
Rob Campbell  
*Secretary:*  
*Treasurer:*  
Councillor Peter Schierbeck

*Members:*  
Steve Allison  
Connie Gay Boyce  
Tony Chadwick  
Moe Martin  
Terry Tanner  
Ted Worbowetz  
*District Liaison*  
Councillor Charlette Broadway  
*Ex-officio*  
Mayor Keith Fielding

*Meeting*  
6:30pm - 2nd Thursday of Month  
Peachland Council Chambers

The committee has discussed with staff the range of costs in contracting a consultant-analyst, the qualifications and sources of support funding. We will be pleased to provide this data.

The Economic Development Committee trust the District's Official Community Plan will be enhanced by this process. The projects have the potential to be complementary with positive outcomes. The assessment derived from addressing the Terms of Reference will provide information for Council on economic issues as well as social, cultural and environmental goals for the future of Peachland.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'B. Sugden', is written over the typed name.

Bob Sugden  
PEDC Chair

Cc. Corie Griffith CO-EDC





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# District of Peachland Draft Terms of Reference Document for an Economic Impact Analysis

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*Prepared with  
The District of Peachland  
And Community by  
The Peachland Economic Development Committee  
With assistance from the  
Central Okanagan Economic Development Commission*



## EXECUTIVE SUMMARY

### OBJECTIVES:

The general objective of the Economic Impact Analysis is to obtain information and data on the sustainability and effects the development and growth contemplated by the development projects listed in Schedule A will have on the economy of Peachland.

The specific questions that will require answers are:

- How will our existing and potential financial capacity be affected?
- What are the contributions and lasting benefits to the community?
- What are the challenges for the community?
- What does the analysis imply with respect to growth management policy?
- The key reference points will be in the context of:
  - Jobs, employment and income;
  - Municipal tax revenue, costs and public services
  - Retail market impacts
  - Housing market impacts
  - Regional growth projections

### SCOPE:

- 1.) Review the existing and projected economic conditions to develop a baseline understanding of the current situation. (using all available local and regional sources)
- 2.) Assess development proposals as shown in Schedule A. (information from District of Peachland files, developer information from reports, studies, prospectus, etc.)
- 3.) Analyze the information and data gathered.
- 4.) Identify potential linkages/opportunities between development proposals and existing community, educational institutions.
- 5.) Evaluate the economic and fiscal impacts on employment, municipal revenues, costs and services, retail and housing markets (separately by project and aggregately).
- 6.) Prepare draft report.
- 7.) Present final report on findings and methodologies.

### DELIVERABLES:

The outcome of the analysis will be a single document, accessible for the non-technical reader, yet with sufficient technical detail to provide for meaningful information for Council, staff and the community;

The final report will include an executive summary of the report;

A presentation to Council is requested on the findings and methodologies with a question and answer forum for the community.



**Significant Development Proposals to consider in the study:**

Ponderosa-Pincushion	2,310 units, mixed use golf resort development
New Monaco	2,600 – 2,800 units, mixed use, office & retail
Downtown Revitalization	no application – ASP contemplates 500 – 600 residential units in a redeveloped downtown

**Additional Developments to comment on collectively only:**

Trepanier Manor	38 suite hotel + 20 single family cottages
ICE Developments	20 unit multi-family
Aquavita	60 unit – 4 storey motel
Bob's Mercantile	42 unit multi-family
Morrison Ridge Developments	46 single family residential lots
Hangingstone Properties	100 unit multi-family

**Developments under 20 units not identified for the study.**

**CONSULTANT QUALIFICATIONS:**

The company selected is required to have extensive previous experience in conducting development and financial studies for the public sector engaged in significant economic development and growth.

The company's consultants working on the project should have the necessary qualifications to conduct economic research, data collection, and project analysis and have an understanding of smaller communities in a larger regional context.

The consultant-analyst is encouraged to submit any proposed scope variance and methodology that may enhance the outcome expressed in the deliverables.



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## 1. Terms of Reference Introduction

**A Terms of Reference** for an economic impact study will explore the implications and viability of Council planning for a residential and commercial growth rate of the magnitude contemplated by the plans submitted for government consideration, as shown on Schedule 'A'.

The terms of reference of such a study are often referred to as the project analysis.

An economic impact analysis (EIA) examines the effect of a policy, program, project, activity or event on the economy of a given area. Economic impact is usually measured in terms of change in economic growth and associated changes in jobs (employment) and income (wages).

The analysis typically measures or estimates the level of economic activity at a given time with the project or policy occurring, and calculating the difference from what would otherwise be expected if the project or policy did not occur.

The "terms of reference" are created during the earlier stages of project analysis followed by a detailed, project business case. Once the terms have been approved, the consultant with members of the project stakeholders will have a clear definition of the scope of the study. They will then be ready to progress with the creation of the remaining project deliverables.

This phase is often used when describing the task that has been assigned to a consultant. As such, the consultant or analysis may be engaged via a contract with general terms of engagement that also incorporates the terms of reference that specifically describe the consultant's task.

In the case of Peachland, the District has called upon the Peachland Economic Development Committee to expedite a greater understanding of the implications and viability of Council planning for a residential and commercial growth rate of the magnitude contemplated by all plans currently under consideration. This challenge is best expressed in the Council Resolution approved on June 1, 2011.

## 2. Mandate / Mission Statement

The District of Peachland passed the following resolution on June 1, 2011:

***THAT the Peachland Economic Development Committee be asked to prepare Terms of Reference for an economic impact study that will explore the implications and viability of Council planning for a residential and commercial growth rate of the magnitude contemplated by all plans currently under consideration; and***

***THAT the committee report back as soon as possible with the goal of having the economic impact study prepared prior to the Public Hearing of the Phased Development Agreement, and include in their report a summary of the qualifications expected of a consultant to conduct such a study; and***

***THAT the committee recommend on who should pay for the study.***



The Peachland Economic Development Committee is an advisory committee to Council. Its purpose is to identify, encourage and promote economic opportunities for the enhancement of Peachland. The committee's planning philosophy is 'fail to plan – then plan to fail.'

The Mission of the Peachland Economic Development Committee will be to **compile the analytical requirements for a consultant's report** and to determine for Council the viability of a residential and commercial growth rate such as that contemplated by all plans currently under consideration by the District of Peachland. This report will recommend the methodology, project deliverables, funding considerations and the preferred analysis.

The PEDC blueprint is supportive of a balanced community focus - The consultant's study is to treat "all developments" and sequencing in the District equally. The assessed positive and competitive economic impacts will reflect the overall community's health in both the short and long term. The regional context is necessary to determine the larger public good, sustainability, and other diversification aspects in order to provide an appropriate level of comprehensive information for Council.

The Peachland Economic Development Committee is prepared to work with Council and staff to help search for a consultant who has the necessary qualifications and the required level of expertise to respond to the demands of the Terms of Reference.

The ultimate responsibility for project funding belongs to the District; however, financial resources can be identified by the committee and staff for cost-sharing this undertaking, in whole or in part.

### 3. Purpose of the Project

The primary purpose of this project is to provide a framework for an analytical-consultant, in order to provide a comprehensive report on the impact of Council's planning a residential and commercial growth rate of the magnitude currently under consideration.

The project outcome will be the Terms of Reference that will lead to a comprehensive report that will ensure the Community and Council have the right information to enable the best comprehension of the economic changes in Peachland's future.

The analysis must determine the necessity of short term and long term phasing.

The project's scope must assess both present and future sustainable prosperity.

### 4. Objectives of the Project

To obtain information on the effects the development and growth contemplated by the projects listed in Schedule A will have on the economy of Peachland.

The economic impact of the developments currently being contemplated in Peachland can be weighed and balanced for direct/indirect, induced/associated sustainable prosperity. The community has responded well to assisting in such an exercise and will continue to do so. Through the terms of reference the analysis must interact and respond to community and stakeholder concerns:





- How will our existing and potential financial capacity be affected?
- What are the contributions and lasting benefits to the community?
- What are the challenges for the community?
- How do regional growth projections translate into Peachland opportunities?

The short and long term future of Peachland will interrelate with all developments. These projects suggest different neighbourhood types. They can also be assessed within the regional position.

The project's immediate contributions and lasting benefits will include but not be limited to spending impacts, employment impacts, incomes and taxes. Questions on the economic viability of the district require answers related to:

- Jobs, employment and income
- Municipal tax revenue, costs and public services
- Retail market impacts
- Housing market impacts
- Social benefits
- Infrastructure costs and amenities
- Competition between development projects in Peachland
- Asset values that include homes and land
- Housing affordability and live-ability
- Reasonable income and jobs

Projections as to the effect of these contemplated developments on Peachland's sustainable prosperity are essential. Future municipal services and costs, tax base diversity, economic benefits of construction, reduced economic leakage and housing market impacts are all relevant factors.

The project objectives and response to community concerns will examine the effects of the proposed developments on the economy of Peachland.

## 5. Scope of the Project

In accordance with the stated purpose and objectives, the scope will include an analysis of the deliverables proposed by the developments being considered in the District under the authority granted a municipality by the Community Charter and the Local Government Act.

This analysis includes but is not limited to the ASP, OCP, and Zoning applications, media releases, Phased Development Agreements, Information Meetings, public investment offerings and reports made public by developers.

By addressing the terms of reference, the scope of the analysis will examine each development project and each element of each project in Peachland. Each has and will have a different constellation of expertise, financing and marketing approach; however, it will be advantageous for the scope of the analysis to consider:

- Market Crossover – Each of the new neighbourhoods planned for Peachland is different and targets different niche markets (residential and commercial).
- Neighbourhood Differences – The study should clearly articulate a “typology” of neighbourhood residential and commercial character so that each presents a clear comparison. Considerations for these include:



- Density;
- Urban / rural character;
- Services and retail offered in the neighbourhood;
- Amenities offered in the neighbourhood;
- Types of people who will likely dominate or define the “experience” and their lifestyle preferences
- Market synergies – While there is a competition factor between neighbourhoods, there are also many synergies. All neighbourhoods benefit from being associated with one of the most desirable waterfront villages in the Okanagan. The boutique style downtown planned for Peachland will require a substantial population acquired from new neighbourhoods.

The key elements for consultant review are:

- 1.) Review the existing and projected economic conditions to develop a baseline understanding of the current situation. (using all available local and regional sources)
- 2.) Assess development proposals as shown in Schedule A. (information from District of Peachland files, developer information from reports, studies, prospectus, etc.)
- 3.) Analyze the information and data gathered.
- 4.) Identify potential linkages/opportunities between development proposals and existing community, educational institutions.
- 5.) Evaluate the economic and fiscal impacts on employment, municipal revenues, costs and services, retail and housing markets.
- 6.) Prepare draft report.
- 7.) Present final report on findings and methodologies.

The District’s resources and constraints are within the scope of the Terms of Reference.

## 6. Schedule

The schedule projected by the committee is subject to District and full regional support to proceed on a priority nature.

The submission of this report and will of Council can initiate a schedule that includes;

- Request for Proposal – interim and master plan
- Engagement of qualified consultant-analyst
- Research and Analysis
- Completed Report
- Presentation to Council and Community

Tasks	June	July	Aug	Sept	Oct	Nov	Dec
Terms of reference completed	X						
RFP issued		X					
Engagement of Consultant			X				
Completed Report							X
Presentations							X



## 7. Consultant Qualifications

The company selected is required to have extensive previous experience in conducting development and financial studies of economic impacts of significant development and growth, for the public sector.

The company's consultants working on the project should have the necessary qualifications to conduct economic research, data collection, and project analysis and have an understanding of smaller communities in a larger regional context.

## 8. Deliverables

- A single document, accessible for the non-technical reader, yet sufficient in technical detail to allow for a meaningful information for Council, staff and the community;
- An Executive Summary of the report;
- A presentation to Council of the findings and methodologies, and a presentation and question and answer forum for the community.

## 9. Consultant Report Guidelines

- Written form supplemented with oral reports. The specific content and format will vary based on:
  - Nature of subject development
  - Scope of the analysis
  - Intent of the feasibility
  - Style of the analysis
  - A unique variance to the proposal.
- Characteristics
  - Analysis clearly stated
  - Organization of report to flow logically
  - Data presentation should meet the "so this means.." test
  - Source of data be clearly indicated
  - Technical language should be meaningful to the intended audience
  - Subject judgments by analysis should be identified
  - Rationale and support for findings, assumptions and conclusions clear
  - Findings and conclusions should be specific to the terms and objectives
  - Report should be as brief as possible
- Tasks
  - Assess Direct and Indirect Employment
  - Comment on Community Benefits and Amenities
  - Analysis of Other Multipliers
  - Appraise Construction Values
  - Consider Taxes
  - Remark on absorbs ion issues



## 10. Conclusions / Recommendations

**The Peachland Economic Development Committee** is pleased to prepare this Terms of Reference document that provides guidance for an economic impact study.

The committee supports a request for proposals that will bring dimension to Council's planning for a residential and commercial growth rate covering the magnitude of the plans currently under consideration. The committee will be pleased to assist staff with a request for proposals.

It is understood that expediency is necessary in having the economic impact study prepared; timing of the process will be determined by immediate steps with staff to assess project viability and partners in project funding. The project schedule can be developed within the consultant selection process to complement public hearings of the phased development agreements being discussed with developers.



## Appendix

### Schedule 'A'

#### **Significant Developments to consider in the study:**

Ponderosa-Pincushion	2,310 units, mixed use golf resort development
New Monaco	2,600 – 2,800 unit mixed use, office & retail
Downtown Revitalization	no application – ASP contemplates 500 – 600 residential units in a redeveloped downtown

#### **Additional Developments to comment on collectively only:**

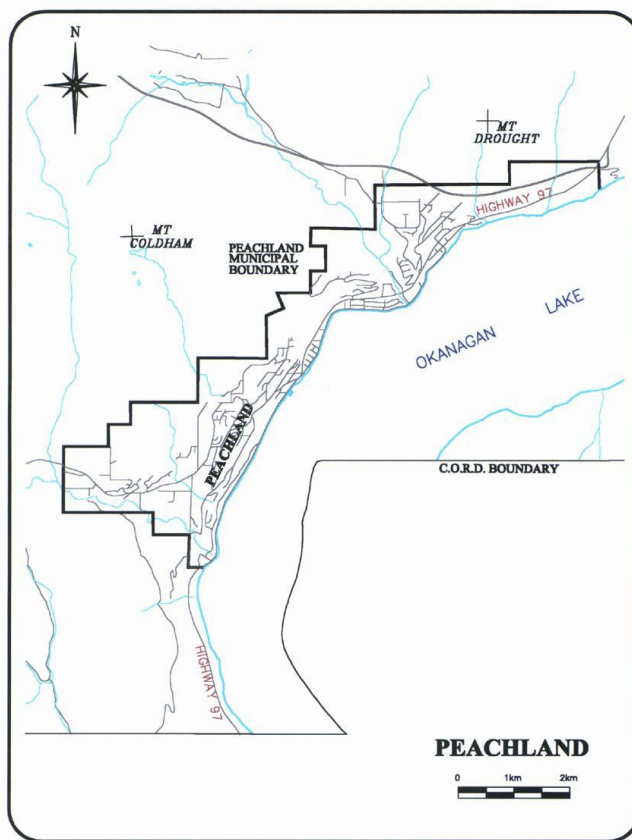
Trepanier Manor	38 suite hotel + 20 single family cottages
ICE Developments	20 unit multi-family
Aquavita	60 unit – 4 storey motel
Bob's Mercantile	42 unit multi-family
Morrison Ridge Developments	46 single family residential lots
Hangingstone Properties	100 unit multi-family

*Developments under 20 units not identified for the study.*



## Peachland Background

District of Peachland is in the Central Okanagan region which is comprised of the City of Kelowna, District of Lake Country, Central Okanagan East and the District of West Kelowna. For the purposes of this study, this region will be referred to as ‘Central Okanagan’. As one of the fastest growing regions in BC, the Central Okanagan enjoys a strong, diversified economy that has enjoyed robust growth for a number of years



Peachland Population Compared to RDCO and BC 2001 to 2008: Peachland			RDCO		BC	
Year	Population	% Change	Population	% Change	Population	% Change
2001	4,710		154,156		4,076,264	
2002	4,780	1.5%	155,692	1.0%	4,098,178	0.5%
2003	4,787	0.1%	158,264	1.7%	4,122,396	0.6%
2004	4,764	-0.5%	159,333	0.7%	4,155,170	0.8%
2005	4,847	1.7%	163,142	2.4%	4,196,788	1.0%
2006	4,938	1.9%	167,417	2.6%	4,243,580	1.1%
2007	5,125	3.8%	174,052	4.0%	4,310,305	1.6%
2008	5,232	2.1%	180,114	3.5%	4,381,603	1.7%
2009	5,251	0.3%	184,677	2.5%	4,460,292	1.8%
2010	5,172	-1.5%	185,443	0.4%	4,530,960	1.6%
2011 estimate			191,933	3.5%	4,590,276	1.3%



POPULATION DENSITY

The total land area of Peachland is 15.98 square kilometers which represents 0.6% of the land area of the Regional District. The population of Peachland accounts for 3% of the Regional District. The population density of Peachland is 305.6 persons per square kilometer compared to 55.9 for the Regional District and only 4.4 for BC overall.

Table with 4 columns: Population and Density Peachland, RDCO, BC. Rows include Population in 2010, 2006, 2001, population change percentages, and land area.

BC Stats, British Columbia Municipal and Regional District Population Estimates, http://www.bcstats.gov.bc.ca/data/pop/pop/mun/PopulationEstimates\_1996-2008.xls (Accessed May 15, 2009) BC Stats, British Columbia Municipal and Regional District Population Estimates http://www.bcstats.gov.bc.ca/data/pop/pop/estspop.asp#totpop (accessed June 14, 2011)

Peachland Historical Residential / Commercial / Growth Positioning

Growth in the manufacturing, high technology and health sectors have complimented traditional industry sectors such as agriculture, forestry and tourism in contributing to economic growth.

- In the agriculture sector, wine production increased at a compound annual growth rate of 24% since 2001.
• The construction sector represented the largest sector by number of firms and employment size and has shown continued solid increases in new housing construction since 2000.
• The services sector is the second largest sector of the economy and experienced the fastest employment growth in 2005 at 57.8% in the 'Professional, Scientific and Technical Services'
• Kelowna's retail and commercial base draws from a trading area of 450,000 residents. Retail sales increased 132% between 1996 and 2006, outpacing the provincial rate.
• Tourism is a major contributor to the local economy.
• According to Statistics Canada, the goods producing sector of the Central Okanagan grew by 57%, wholesale and retail trade by 75.8%, and the service industry by 27% over ten years
• 'The Central Okanagan Economic Index increased by 5.4% in 2006. The two-year Economic Index (from 2004 to 2006) was 16.5% (a 5.4% increase from the 2004 to 2005 Economic Index of 11.1%). The resulting 16.5% Economic Index is based on a compilation of variables including population growth, employment rate, unemployment rate, full-time share of employment, bankruptcy rate, housing starts and MLS housing re-sales.'1
• According to FP Markets 2006, the population of the Central Okanagan in 2006 was estimated at 166,719. Stats Canada predicts population growth will increase at an average rate of 1.6% to reach 254,294 by 2031.2

2 Economic Profile, EDC website, http://www.investkelowna.com/downloads/profile/2006-Population.pdf



## Other Developments



### **Disclaimer:**

The following information has been assembled in the context of an “observation” rather than a “scientific” analysis of the Developments described. The source of information used to arrive at the results shown has come from attending open houses, public hearings and meetings, conversations with the various Principals, District Officials, Councillors; observing the development sites and 26 years experience in the real estate industry. It has been supplied for information purposes only and is not to be relied on for anything other than that.

Moe Martin  
Broker/Owner

## Peachland Downtown Redevelopment Plan



### **Supply:**

- On a “Request and/or allowable, warranted use” basis.

### **Demand:**

- Will develop when other growth in and around Peachland warrants and can support further services and businesses, to remain sustainable, in conjunction with the existing ones.

### **Market Conditions:**

- The market conditions will be influenced by the overall economy, the projected future growth of Peachland and the desire of the District to have more public amenities such as off street parking, public buildings, public facilities, etc.
- Market conditions will also be influenced by the ability of the District of Peachland to keep pace with the new growth, adding other amenities, businesses and services when necessary to support a growing community





## **Pincushion Ponderosa Development by Treegroup**



*“Ponderosa has been comprehensively planned to bring about a sustainable, new and identifiable community integrated within the existing City of Peachland. This exciting plan includes a world-class golf course and an urban village on more than 400 acres in the beautiful Okanagan at the crossroads of two major highways.*

*In addition to developing the new golf course, Treegroup will be managing and coordinating the building of more than 2,000 housing units for all demographics. Also included will be a premium winery, a year round skating rink, an amphitheatre, luxury hotel and cultural centre.”*

### **Supply:**

- Should be adequate as they build the mix of residential units to fit the needs of the mix of people they are targeting to move into their golf related community with its many upgraded amenities.

### **Demand:**

- Treegroup is about to launch a “full out” marketing program designed to attract potential homeowners to move into their development. They have set up a sales team in their Peachland presentation centre to register, inform and work with these prospects.
- Approval of their Phased Development Agreement will allow them to begin construction and development of the first phases of their residential lots, residential units, infrastructure, roadways, etc. This should greatly increase demand as potential homeowners will be able to actually see (and feel) where they could be living.
- The greatest influence on demand will be when the golf course and accompanying related amenities are completed and being used. This should create a desire to live around them by those using them and through word-of-mouth by those who are told about them.

### **Market Conditions:**

- The market conditions will be influenced by the overall economy, the renewed influx of people moving into the central Okanagan from the lower mainland, regions of BC and other provinces.
- Market conditions will also be influenced by the ability of the District of Peachland to keep pace with the new growth, adding other amenities, businesses and services when necessary to support a growing community.



# The New Monaco Development



*“New Monaco is being built around jobs. It seeks to create a diverse core base of businesses in the community. Our primary targets are business leaders, established firms and highly qualified young professionals in the medical service and technology sector. Additional jobs will then be part of the mixed use village that supports the core businesses and residential areas.”*

*3 neighborhoods consisting of 40 single family homes, 2,292 units of townhouses and apartments, 168 vacation homes, 100 room hotel, 150,000 square feet of office space, 105,000 square feet of retail space and 300 housing units*



### Supply:

- Should be adequate as they build the mix of residential units to fit the needs of the employees they are targeting to attract into the community with their commercial developments.

### Demand:

- Will depend on their ability to attract the targeted business leaders, young professionals, etc. to relocate here. *“Build it and they will come”*.
- They will lose some residential sales to new employees who choose to work in New Monaco but wish to live elsewhere (e.g. on the waterfront, the golf course, in an established neighbourhood)

### Market Conditions:

- If New Monaco follows through with their vision, are successful in implementing it as planned and have the resources to stay the course, they should be able to control their own market conditions within the confines of the overall market conditions.
- The market conditions will be influenced by the overall economy, the renewed influx of people moving into the central Okanagan from the lower mainland, other regions of BC and other provinces.



DISTRICT OF PEACHLAND

## **Request for Proposal**

### **ECONOMIC IMPACT ANALYSIS**

1. Proposal Terms of Reference
2. Content of Proposal
  - a. Letter of Introduction
  - b. Project Team
  - c. Corporate Information
  - d. Methodology
  - e. Deliverables
  - f. Fees
  - g. Schedule
  - h. Endorsement
  - i. Disclosures
3. Interpretation
4. Form of Proposal
5. Instruction to Proponents
6. Request for Proposal Process
  - a. Not a Tender Call
  - b. No Obligation to proceed
  - c. Late Proposals
7. Pre-RFP Information
  - a. Cost of Preparation
  - b. Intention of the District
  - c. Evaluation Criteria
  - d. Confidentiality
  - e. Final date and time for Proposal
8. Proposal Preparation
  - a. Alternate-enhanced Solutions
  - b. Changes to proposal wording
  - c. Limitation of Damages
  - d. Firm Pricing
  - e. Currency and Taxes
9. Additional Terms
  - a. Sub-consultant
  - b. Liability of Errors
10. Special Conditions
11. Obligation of the Consultant-Analyst
  - a. Time of the Essence
  - b. Registration with Work safe
  - c. Insurance Protection and Damages
  - d. Indemnity
  - e. District representative
  - f. Payment Holdback
  - g. Software
12. Evaluation Criteria



**Agenda Item # 6D.**

Mayor Keith Fielding  
Municipal Hall  
PEACHLAND, B. C.

Dear Mayor Fielding:

Re: Economic Impact Study

It is incumbent upon our Economic Development Committee that is developing a Term of Reference for an economic impact study concerning major developments now proposed for Peachland, to consult with citizen stakeholder groups including our own, and not simply to consult with proponents of the development groups.

Attached hereto are our Terms of Reference to be included.

Sincerely,

A handwritten signature in cursive script that reads "Dora Stewart". The signature is written in black ink and is positioned below the word "Sincerely,".

Dora Stewart

June 10, 2011

...

## ***Agenda Item # 6D.***

### **STAKEHOLDER PROPOSALS**

for

### **TERMS OF REFERENCE**

for

### **ECONOMIC IMPACT STUDY**

- 1) **ASSET VALUES: homes, land**
  
- 2) **WATER SECURITY including WASTEWATER TREATMENT**
  
- 3) **AFFORDABILITY/ LIVEABILITY**
  
- 4) **HEALTH – care and access**
  
- 5) **INCOME - sources of good paying jobs**

Submitted to Mayor Fielding

By Focus Group on Water

On June 10, 2011



Demographic & Socioeconomic Information (DSI)	Affordability, Appropriate Housing (AAH)	Civic Engagement (CE)	Community and Social Infrastructure (CSI)	Education (ED)	Employment and Local Economy (ELE)	Natural Environment (NE)	Personal & Community Health (PCH)	Personal Financial Security (PFS)	Personal Safety (PS)
DBI01 Population Growth	AAH01 Rental Housing Affordability	CE01 Voter Turnout	CSI01 Social Housing Waiting Lists	ED01 Education Levels	ELE01 Business Bankruptcies	NE01 Air Quality	PCH01 Low Birth Weight Babies	PFS01 Families Receiving Social Assistance	PS01 Young Offenders
DBI02 Household Size	AAH02 Homeowner Affordability	CE02 Women in Municipal Government	CSI02 Rent-Geared-to-Income Housing	ED02 Literacy Levels	ELE02 Consumer Bankruptcies	NE02 Commuting Distance	PCH02 Teen Birthrate	PFS02 Families Receiving EI	PS02 Violent Crimes
DBI03 Family Composition	AAH03 Core Housing Need	CE03 Volunteering	CSI03 Subsidized Child Care	ED03 Classroom Size	ELE03 Hourly Wages	NE03 Mode of Transportation	PCH03 Premature Mortality	PFS03 Incidence of Low Income Families	PS03 Property Crimes
DBI04 Average Income	AAH04 Substandard Units	CE04 Charitable Donations	CSI04 Community & Social Services Occupations	ED04 Composite Learning Index	ELE04 Change in Family Income	NE04 Density	PCH04 Infant Mortality	PFS04 Children Living In Poverty	PS04 Criminal Code Offences
DBI05 Renters & Owners	AAH05 Changing Face of Homelessness		CSI05 Recreation Facilities	ED05 Education Occupations	ELE05 Building Permits	NE05 Water Consumption	PCH05 Body Mass Index	PFS05 Income Gap	PS05 Police Per Capita
DBI06 Population Mobility	AAH06 Vacancy Rates		CSI06 Cultural Facilities		ELE06 Unemployment	NE06 Wastewater Treatment	PCH06 Smoking Status	PFS06 Social Assistance Rates	PS06 Weapons Violations
DBI07 Immigration	AAH07 Rental Housing Starts		CSI07 Long Term Care Facilities		ELE07 Immigrant Unemployment	NE07 Waste Diversion	PCH07 Life Expectancy	PFS07 Working Poor	PS07 Drug Violations
DBI08 Language Spoken at Home	AAH08 Monthly Rent		CSI08 Recreation Programs		ELE08 Quality of Employment	NE08 Recreational Water Quality	PCH08 Physical Activity	PFS08 Community Affordability	PS08 Traffic Incidents
DBI09 Visible Minorities	AAH09 Cost of Housing		CSI09 Libraries		ELE09 Labour Force Replacement	NE09 Drinking Water Quality	PCH09 Prevalence of Asthma	PFS09 Transit Affordability	PS09 Emergency Services Occupations
DBI10 Aboriginal Population	AAH10 Overcrowding		CSI10 Access to Health Care Professionals			NE10 Ecological Footprint	PCH10 Mental Health	PFS10 Food Insecurity	

**Polly Palmer**

**From:** Nancy Merrill [  
**Sent:** June 13, 2011 10:13 AM  
**To:** Mayor; Polly Palmer  
**Cc:** Peachland News  
**Subject:** For inclusion in Council deliberations concerning the Terms of Reference for economic impact study

Mayor Fielding and Council,

Please bring this communication to Council when it discusses and deliberates on the Economic Impact Study Terms of Reference.

Council has called upon the Economic Development Committee to develop the terms of reference for an economic impact study concerning the major housing and retail development proposals for Peachland BC.

I question whether the Economic Development Committee has the capacity to develop the Terms of Reference for an Economic Impact Study. Two indicators raise concern about that capacity. These are:

1) the absence to date of substantive or adequate economic analysis concerning the development proposals from the committee. The Economic Development Committee has had 6 years, in the case of the Ponderosa/Pincushion development, to act on the obvious need, given the size and scope of that development, to initiate a comprehensive economic impact study. The committee has not done so, despite the plentitude of peer-reviewed research concerning "amenity migration" available in the literature.

2) the obvious conflict of interest with having one of its members and one of major developers, TNI president Steve Allison, participating in discussions concerning how to develop the terms of reference for an Economic Impact Study that may affect his plans. I further question whether any individual, who stands to personally benefit from Council decisions should have membership on the Economic Development Committee.

I do not accept or believe in the process of an economic impact study that starts with having its Terms of Reference developed "in consultation" with the developers who interests are affected by the study.

For example, I want an independent and transparent housing market impact analysis included in the study to speak to the affect the proposed new housing stock will have in this housing market and on the value of current residents' homes.

The 2006 census showed Peachland had 4883 people and 2324 dwellings. Two of the proposed developments - the Ponderosa/Pincushion and New Monaco projects - want to build 2300 and 2600-2800 housing units **over** a 10-15 year build-out period.

This means there will between 333 to 500 new housing units put up for sale in Peachland every year for the next 10-15 years in these developments. The proposed downtown development and others will add more housing units to this number.

What will happen to the value of homes of the residents who live here now for the next 10-15 years?

First and foremost, the economic impact study needs to serve our interests, the interests of current citizens of Peachland.



...  
An independent and reputable economic impact study does not, in my view, justify the development for its terms of reference. Is that not putting the fox in the hen house? **Agenda Item #6D.**

The terms of reference for an economic impact study about the proposed massive developments in Peachland needs to be drawn up in consultation with a broad range of community stakeholders, and that consultation process has to be transparent.

And once again, I call for a referendum question to be placed on the ballot of the next municipal election. The question will allow the citizens of Peachland to vote to accept or reject the vision of massive population growth and housing development after we have discussed the results of the economic impact study among ourselves.

I urge Council to see the economic impact study process as an opportunity to foster a renewal of the community knowledge building and self-determination process.

Thank you.  
Nancy Merrill





**District of Peachland  
Staff Report**

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**To:** COTW  
**From:** Doug Allin, Director of Operations  
**Date:** June 16, 2011  
**Subject:** **Sanitary Sewer Bylaw**

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**General:**

As requested by COTW the draft sewer regulation was referred back to staff for more information. Staff have reviewed bylaws of neighbouring jurisdictions pertaining to those who participate with the regional sewer service area and gathered more information directly from the Province in respect to requirements for grants. Further input was sought to determine a solution to the problems that would be typical as outlined in the reference document provided by Councillor Condon. Staff have provided a bylaw that will address the situations and provide Council the opportunity to defer a connection as requested by customers from the District of Peachland. Further direction from COTW will allow the document to be finalized and presented to COTW for recommendation to Council. A summary of the details are as follows:

1. The Province does not have ongoing mandatory connection requirements at this time to qualify for grants
2. Resident requests for connection deferral will be at the discretion of Council within their ability to do so
3. Time line for connection approved or deferred will be at the discretion of Council
4. There will be no losses if residents do not connect as they will still be required to pay for the local service area charge as it proportionally shared
5. IHA will not issue a new septic facility approval if an existing system should fail where a connection to Sanitary sewer is available
6. Owners seeking deferral or timeline extensions will contact the District and staff will provide guidance and recommendation on the request to council

The new bylaw is very flexible when it comes to connection requirements and will provide the community the opportunity to connect to gravity where possible. As the bylaw is very flexible staff is suggesting that no policy accompany the document. This document is consistent with The District of West Kelowna and will provide continuity for residents in the area when it comes to connection requirements. Once COTW has provided further input staff will take the draft bylaw and implement the suggestions and bring it forward with a RFD to COTW and Council.

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**REPORT/DOCUMENT:**                      **Attached:**                      **Available:**                      **Nil:**



**Erin Boyes**

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**From:** Bill Buholzer [Buholzer@younganderson.ca]  
**Sent:** December 15, 2010 4:49 PM  
**To:** Doug Allin  
**Cc:** Elsie Lemke  
**Subject:** Mandatory Sewage Connection

Doug -

We understand that District staff have been instructed to consider further amendments to the Districts' sewer utility bylaw dealing with mandatory connection. The bylaw was amended in the past, we understand, to permit owners to defer connections to sewers requiring pumping to the main, if the District's sewer plan contemplates provision of a gravity sewer that would service the parcel within 3 years of the sewer main being installed in front of the parcel. Council wishes to consider limiting this deferral option to owner-occupiers, as a means of ensuring that this benefit is only available to residents of Peachland, and to establish a procedure for exempting owner-occupiers on grounds of financial hardship.

The District has authority under s. 8(3)(a) of the *Community Charter* to regulate, prohibit and impose requirements in relation to municipal services. In doing so, it may under s. 12 of the *Charter* "establish different classes of persons, places, activities, property or things", and make different bylaw provisions for different classes.

Dealing first of all with financial hardship, a bylaw cannot reserve to the Council the authority to decide, based on an application from a particular citizen, whether they will be required to connect to the sewer, even if the bylaw specifies that the only ground that the Council may consider in relation to such an application is financial hardship. A bylaw-making power may only be exercised by establishing a body of rules contained in the bylaw, in accordance with which all possible situations can be resolved without further exercises of discretion by the Council. Thus the Council could not adopt a bylaw that permits the Council to grant one-off exemptions from a single connection deadline based on proven financial hardship.

The Council could under s. 12 of the *Charter* establish a series of mandatory connection deadlines for occupiers in different "classes" based on household income, but the relevant dates and income levels would have to be set out in the bylaw. Enforcing such a bylaw would be difficult because the District would not be able to allege a bylaw contravention (failing to connect by the deadline date) for any particular premises without knowing the income of the owner. Because an accused person has a right to remain silent, the owner would not have to disclose their income in order to assist the District in alleging an offence. Most sewer utility bylaws are written so as to authorize the municipality to simply carry out the connection at the owner's cost if the owner fails to do so by the relevant date, and add the cost to the taxes, but under such a bylaw the municipality would still have to be confident before carrying out the work that the owner was actually in violation of the bylaw, and in order to form that conclusion it would need access to the income data and there is no way to compel the owner to provide it. None of this deals of course with the broader question of whether the District wants to become the custodian of income information, which comes with onerous privacy requirements the District would have to meet.

Regarding the owner-occupier issue, "classes of persons" that are established under s. 12 of the *Charter* for the purpose of imposing a connection requirement in a sewer utility bylaw have to bear some rational relationship to the subject of the requirement. For example the Council could not provide that only people with moustaches can defer their sewer connection pending the availability of a gravity sewer, because having a moustache has nothing to do with whether it's appropriate to install a sewer connection now or later. We can think of no rational connection between the issue of residency and the issue of sewer connection.. It's as much of a waste of money for a non-resident to install a sewage pump that will likely become unnecessary, as for a resident to install such a pump. Thus we don't think that such a "class of persons" could validly be established for the purposes of this exception to the connection requirement.

...

## ***Agenda Item # 6F.***

Bill Buholzer  
Young, Anderson  
Phone 604 689-7400  
Fax 604 689-3444  
E-mail [buholzer@younganderson.ca](mailto:buholzer@younganderson.ca)

The attached documents have been forwarded to you by e-mail at your request. Young, Anderson does not accept any responsibility for changes which may be made to the document without our advice. If the document is altered by anyone and is returned to us for review or further changes, please ensure that all alterations are underlined or otherwise noted, in order to avoid the need for review and confirmation of the contents of the entire document. This message is intended only for the use of the individual or entity named above, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or their employee or agent responsible for receiving the message on their behalf, your receipt of this message is in error and not meant to waive privilege in this message. Please notify us immediately, and delete the message and any attachments without reading the attachments. Any dissemination, distribution or copying of this communication by anyone other than the intended recipient is strictly prohibited. Thank you.

# Agenda Item # 6F.

## THE CORPORATION OF THE DISTRICT OF PEACHLAND BYLAW NUMBER 2001, 2011

A Bylaw to Implement, Administer and Regulate the Use of  
Municipal Sanitary Sewer Drainage Systems

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WHEREAS the Council of the District of Peachland has established and operates a municipal sanitary sewer collection and conveyance system;

AND WHEREAS pursuant to section 8(3)(a) of the Community Charter, Council may, by bylaw regulate, prohibit and impose requirements in relation to a municipal service;

THEREFORE BE IT RESOLVED that the Council of the District of Peachland in open meeting assembled, HEREBY ENACTS AS FOLLOWS:

### 1. TITLE

This Bylaw may be cited for all purposes as "District Of Peachland Sanitary Sewer Use Bylaw No 2001, 2011".

### 2. DEFINITIONS

#### 2.1 In this Bylaw:

"*Authorized*", or "*authorization*" granted by the Director of Operations means approved in writing by the Director of Operations, on the terms and conditions specified in that written approval.

"*B.O.D*" or "*Biological Oxygen Demand*" means the quantity of dissolved oxygen consumed in the biochemical oxidization (decay) of organic matter under standard laboratory conditions in five (5) days at 20° C, expressed in milligrams per litre as determined by the appropriate procedure in the *Standard Methods*;

"*Building Code*" means the *British Columbia Building Code*, as amended or replaced from time to time.

"*Building permit*" means a building permit issued under the District of Peachland Building Regulation Bylaw 2009 No. 0086.

"*C.O.D*" or "*Chemical Oxygen Demand*" means the measure of the oxygen consuming capacity of organic and inorganic matter present in domestic or industrial wastewater as determined by the appropriate procedure in the *Standard Methods*;

"*Cooling water*" means untreated water originating from heat exchangers or similar units.

"*Council*" means the elected Council of the District of Peachland.

"*District*" means the District of Peachland

## ***Agenda Item # 6F.***

“*Director of Operations*” or “*Director*” means the Director of Operations of the District of Peachland, and his or her approved designate.

“*District specifications*” means the specifications, drawings and other standards for works and services established under the Subdivision and Development Servicing Bylaw No.1956, 2010, as amended or replaced from time to time.

“*Domestic wastewater*” means the wastewater resulting from normal human living processes and not from commercial or industrial activities.

“*Engineer*” means a person who is registered, or duly licensed as such, under the *Engineers and Geoscientists Act* of British Columbia.

“*Extraneous flows*” means water originating from rainwater, snow melt, ground water, roof drain water, foundation drain water, subsurface drainage, surface water, single pass cooling water, condensate, or storm water.

“*Flammable liquid*” means any liquid having a flash point below 38 o C and having a vapour pressure not exceeding 280 kPa at 38 o C.

“*Fuller’s Earth*” means any non-plastic clay or claylike earthy material that can be used to decolorize, filter, and purify animal, mineral, and vegetable oils and greases.

“*Garbage*” means solid wastes from domestic or commercial preparation, cooking and dispensing of food, and from the handling, storage, and sale of produce.

“*Grab sample*” means a single sample of a wastewater stream or discharge that represents the composition of the wastewater at the particular time and location at which the sample was collected.

“*Grease*” means an organic substance recoverable by procedures set forth in *Standard Methods* and includes but is not limited to hydrocarbons, esters, fats, oils, waxes, and high molecular weight carboxylic acids.

“*Hazardous waste*” has the same meaning as under the *Hazardous Waste Regulation*, B.C. Reg. 63/88.

“*Industrial wastewater*” means any wastewater except *domestic wastewater*.

“*Lower explosive limit*” means the concentration limit of potentially explosive reactants present in *private wastewater effluent*.

“*Municipal sanitary sewer system*” means the system of sanitary sewers, forcemains, pipes, fittings, pump stations, lift stations, sanitary service laterals and appurtenances owned and operated by the District, and whether located within a public highway, or on real property that is subject to a statutory right-of-way or other agreement providing the District with similar rights of access.

“*Non-domestic*” in reference to any form of waste or *private wastewater effluent* means waste or effluent generated by industrial, commercial, agricultural or institutional users.

“*Offal*” means waste portions of food, animals, fowl, or fish.

“*One day composite sample*” means a composite sample comprised of flow proportioned samples collected at one hour intervals over the duration of one operating day.



## **Agenda Item # 6F.**

“Owner” has the same meaning as under the *Community Charter*.

“Parcel” means any lot, block, or other area in which land is held or into which land is subdivided but does not include a highway.

“Public highway” means any road, street, lane or other such facility designed for the express purpose of accommodating public vehicular traffic.

“Premises” means any residence, building, or structure located on a *parcel*.

“Property” or “real property” means any parcel of land within the boundaries of the District of Peachland.

“Pesticide” means an organism or material that is represented, sold, used, or intended to be used, to prevent, destroy, repel, or mitigate a pest and includes:

- (a) a plant growth regulator, plant defoliator, or plant desiccant; and
- (b) a control product, other than a device that is a controlled product under the Pest Control Products Act (CAN).

“PH” means logarithm, to the base 10, of the reciprocal of the concentration of Hydrogen ions in moles per liter of solution.

“Plumbing Code” means Part 7 of the *British Columbia Building Code (Plumbing Services)*, as amended or replaced from time to time.

“Pre-treatment” means the use of any physical or chemical process to ensure the composition of *private wastewater effluent* conforms to the minimum requirements of this bylaw.

“Private wastewater effluent” or “sewage” means water-borne waste derived from human or industrial sources, including domestic wastewater and industrial wastewater, that is discharged or intended to be discharged from a *private wastewater system* into the *municipal sanitary sewer system* but does not include storm water and uncontaminated wastewater.

“Private wastewater system” means an assembly of pipes, fittings, fixtures, traps, and appurtenances constructed upon the land and premises of, and owned by, the *owner of property*.

“Regional District” means the Regional District of Central Okanagan.

“Regional District wastewater treatment plant” means the Regional District of Central Okanagan’s wastewater treatment facility.

“Sanitary sewer service” or “service” means the *District’s* service of collecting and conveying *private wastewater effluent* from real property through the *municipal sanitary sewer system*.

“Sanitary sewer catchment area boundary/service area” means a calculated boundary of serviceable land capable of drainage via gravity to a municipal sanitary sewer outlet.

“Septic system” means any form of onsite wastewater treatment process whereby *private wastewater effluent* is treated to an acceptable level of effluent quality prior to discharge to the natural environment.

“Sanitary service lateral” means the *District-owned* pipe that extends from a sewer main to the *sanitary service connection* that is located at the property line of a parcel;

## **Agenda Item # 6F.**

“*Sanitary service connection*” means the pipe or fitting which is located at the property line of a parcel, or at the edge of a statutory right of way, which forms the connection between a *private wastewater system* and the *municipal sanitary sewer system*.

“*Serviced*” means land that is within an area serviced by the *municipal sanitary sewer system*.

“*Standard Methods*” means the Standard Methods of Water and Wastewater Analysis (most current edition) as published by the American Public Health Association, the American Water Works Association, the Canadian Standards Association, and the Water Pollution Control Federation.

“*Statutory right of way*” means a statutory right of way pursuant to section 218 of the *Land Title Act* that is registered over real property in favour of the *District* for the purpose of accommodating the works that comprise part of the *municipal sanitary sewer system*.

“*Suspended solids*” means the solid matter according to particle size, expressed in milligrams per liter, in a liquid as determined according to *Standard Methods*.

“*Two hour composite sample*” means a composite sample consisting of equal portions of 8 Grab Samples collected at 15 minute intervals.

“*Uncontaminated wastewater*” means water such as spent cooling water, de-chlorinated water discharged from a swimming pool, and water used in street cleaning.

“*User*” means any person or owner contributing, connected to, or otherwise benefitting from the *municipal sanitary sewer system*.

“*User fee*” means a fee imposed for the use of the *municipal sanitary sewer system* under the District of Peachland Fees and Charges Bylaw 1979, 2011, as amended or replaced from time to time, or under any other bylaw of the *District*.

### **3. MUNICIPAL SANITARY SEWER SYSTEM**

- 3.1 The municipal sanitary sewer system continues as a service of the District.

### **4. ADMINISTRATION**

- 4.1 The Director of Operations is authorized to administer and enforce the provisions of this bylaw.
- 4.2 The Director of Operations is authorized to administer the operation, maintenance, repair and renewal of the municipal sanitary sewer system.

### **5. TERMS AND CONDITIONS OF SERVICE**

- 5.1 An owner, occupier of real property or other user may discharge private wastewater effluent into the municipal sanitary sewer system on the condition that:
  - (a) the owner of that real property must pay all costs, rates, charges, and user fees that are or may be imposed for the use of the municipal sanitary sewer system under this bylaw or any other bylaw of the District; and
  - (b) the owner of that real property is responsible for any breach of this bylaw arising on the parcel to which sanitary sewer service is provided, whether the breach is committed by the owner or by an occupier or third party renting, leasing, or having access to the property.

## Agenda Item # 6F.

### 6. INSPECTION AND ENFORCEMENT

- 6.1 The Director of Operations may, at any time and without notice, take private wastewater effluent samples from the sanitary service connection or otherwise inspect the sanitary service connection to determine whether a contravention of this bylaw has occurred.
- 6.2 Subject to the provisions of section 16 of the Community Charter, the Director of Operations, and any other District employee acting under the direction of the Director of Operations, may enter onto any property and may enter into any premises to inspect and determine whether all regulations, prohibitions and requirements of this bylaw are being met.
- 6.3 No person shall interfere with, or otherwise obstruct the entry of the Director of Operations or other authorized District employee in carrying out an inspection under the provisions of this bylaw.
- 6.4 The Director of Operations may issue a Compliance Order to any person or owner who is found to be in contravention of this bylaw, which order may:
- (a) require compliance with the provisions of this bylaw within a period of time set out in the Compliance Order,
  - (b) in the case of a discharge of *private wastewater effluent* that exceeds the effluent limitation parameters of this bylaw or that otherwise contravenes this bylaw, include an order to temporarily plug or seal the *sanitary service connection*, or otherwise physically disconnect the *private wastewater system on real property* from the *municipal sanitary sewer service*, until the *private wastewater effluent* from that *property* is brought into compliance with the requirements of this bylaw.
- 6.5 Without limiting the Director's authority under section 6.4, should the Director of Operations determine that extraneous flows or deleterious substances are entering the municipal sanitary sewer system due to an unauthorized connection to the municipal sanitary sewer system, or due to improper maintenance or repair of a private wastewater system, or due to the discharge of any prohibited waste material or effluent, the Director may issue a Compliance Order in accordance with the section 6.4 of this bylaw.
- 6.6 If a Compliance Order includes an order under section 6.4(b), no further discharge of *private wastewater effluent* to the municipal sanitary sewer system shall be permitted until:
- (a) the Director of Operations is satisfied that the private wastewater effluent discharged from that property will comply with the requirements of this bylaw, and has authorized the commencement of such discharge; and
  - (b) any and all fees or charges imposed in connection with the Compliance Order, including but not limited to fees or charges for inspection and testing, and for reconnection to or reinstating of the *sanitary sewer service*, have been paid by the owner.

### 7. INTERRUPTION AND DISCONTINUATION OF SERVICE

- 7.1 Sanitary sewer service may be limited or interrupted by the District to accommodate routine maintenance or the construction of improvements to the municipal sanitary sewer system.
- 7.2 Except in the case of an emergency, the *District* will endeavor to provide reasonable notice to affected parties of any service interruption or limitation of service.
- 7.3 The District may discontinue sanitary sewer service to any property where the owner or any other person on that property using the sanitary sewer service:
- (a) fails to comply with the rules established under this bylaw for the use of the service; or
  - (b) fails to pay when due any fees, charges, user fees or taxes imposed under this or any other bylaw of the District in relation to the service.

## **Agenda Item # 6F.**

7.4 Before discontinuing service under section 7.3, the Director of Operations must:

- (a) provide the owner and all occupiers of that property with at least thirty days notice in writing of discontinuation of the service;
- (b) in the case of a termination under section 7.3(a), inform the owner and all occupiers of the property that they may make representations to Council concerning the discontinuation of the service at a regularly scheduled Council meeting that is scheduled to take place within thirty days following delivery of the notice of discontinuation, provided that the owner or occupier wishing to make such representations notifies the District’s Corporate Officer of their intention to do so at least 24 hours before that Council meeting.

### **8. SERVICE CONNECTIONS**

- 8.1 The owner of a private wastewater system that discharges private wastewater effluent to the municipal sanitary sewer system shall ensure that the private wastewater system is constructed in accordance with the provisions of the Plumbing Code and the provisions of all applicable District bylaws.
- 8.2 The owner is solely responsible to construct any private wastewater system to meet the design parameters and elevation of any existing or future sanitary service lateral at the property line.
- 8.3 The District is not responsible to provide for, or otherwise accommodate in any form, the outlet from a private wastewater system that was constructed prior to the installation of a sanitary service lateral that services that property.
- 8.4 Any and all costs related to the construction, installation, repair and maintenance of any private wastewater system remains the sole responsibility of the owner.

#### **Inspection Chambers and Manholes**

- 8.5 All sanitary service connections shall be equipped with an inspection chamber, located at the property line, for the purposes of inspection and sampling of private wastewater effluent from the property serviced.
- 8.6 Where multiple buildings discharge from a single parcel of land, each building shall have a separate private wastewater system extending to a common inspection manhole that is designed and constructed in accordance with District specifications.
- 8.7 All inspection chambers and manholes required for the purpose of connecting a private wastewater system to the municipal sanitary sewage system shall be installed:
  - (a) at the sole expense of the owner of the property receiving the connection; and
  - (b) in accordance with District specifications.
- 8.8 A person must not cover, bury, or otherwise obstruct access to an inspection chamber or manhole that forms part of the municipal sanitary sewer system.
- 8.9 An owner must ensure that every inspection chamber and manhole that provides service to that owner’s property remains accessible for inspection by District staff at all times.

#### **Requirement to Connect**

- 8.10 The owner of any parcel of land that is located within a sanitary sewer catchment area boundary/service area and that fronts onto a public highway containing an extension of the municipal sanitary sewer system must connect an existing private wastewater system to the municipal sanitary sewer system upon issuance of notice by the Director of Operations of the requirement to connect. Any and all modifications of the owner’s private wastewater system required as a result of such notice shall be carried out at the owner’s sole cost and in accordance with the requirements of Plumbing Code and any other applicable bylaws or regulations in effect from time to time.

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- 8.11 An owner who receives notice under section 8.10 may apply for an exemption, or alternatively, for an extension of the notice period, provided that the application is made in writing, directed to the Director of Operations, and clearly outlines the reasons for the request. In all cases, an application for an exemption, or extension of the notice period, must be approved by Council.
- 8.12 Where an owner does not complete the required connection within the time stipulated, the Director may order the completion of the connection by District forces at the owner’s expense.
- 8.13 An owner of a parcel that fronts onto a public highway containing a municipal sanitary sewer must connect any new private wastewater system constructed by the owner to the municipal sanitary sewer system.
- 8.14 Where a new sanitary service lateral is required in order to connect any property to the municipal sanitary sewer system, the owner of the property must pay the applicable fee or charge imposed under any District bylaw for the installation of the sanitary service lateral.

### **Application to Connect**

- 8.14 No person shall connect any private wastewater system or other pipe to the municipal sanitary sewer system until an authorization for that connection has been issued by the Director of Operations.
- 8.15 Applications for a connection under section 8.14 must be made by the owner of the property to which the application relates, or by the owner’s duly authorized agent.
- 8.16 All applications for connection shall identify the use of the premises for which the private wastewater system is to be connected, the number of dwelling units (or Equivalent Residential Units for non-residential connections), the legal description and location of the property or premises to which the connection is to be made, and any other information that is required under this bylaw, or that may be necessary to accurately assess the fees and charges applicable to the connection.
- 8.17 Authorization for connection to the municipal sanitary sewer system shall not be granted until the owner:
  - (a) submits an application for a building permit to the District, for any new building, structure or facility for which the connection is required, or for any proposed modifications to an existing building or structure or other facility, including but not limited to any additions to or modifications of an existing private wastewater system;
  - (b) pays all applicable fees and charges for the connection and for any works required to establish that connection, under this or any other bylaw of the District;
  - (c) complies with any applicable requirements of the Building Code requirements, the District’s Subdivision and Development Servicing Bylaw, and this bylaw.
- 8.18 In all cases, the owner must not connect a private wastewater system to the municipal sanitary sewer system or undertake any construction under an authorization granted under section 8.14, until the owner has obtained a building permit from the District for the building, structure or other facility for which the connection is required, including but not limited to any additions or modifications to an existing private wastewater system.
- 8.19 All works installed in order to establish a connection to the municipal sanitary sewer system must be inspected by District staff and approved prior to placement of any backfill material.

### **Residential Connections**

- 8.20 Every private wastewater system servicing a residential use shall be constructed by the owner in accordance with the requirements of the Building Code and Plumbing Code.
- 8.21 Each parcel of serviced residential land shall be limited to one sanitary service connection except that:
  - (a) where limitations in site servicing, development restrictions, future subdivision, or proposed stratification exist, the owner may make application for additional sanitary service

## ***Agenda Item # 6F.***

connections. Additional sanitary service connections and their location must be approved by the Director of Operations.

- 8.22 Where an owner is authorized to connect a residential parcel to the municipal sanitary sewer system, the owner must not construct a residential dwelling unit on that parcel until the sanitary service lateral required to service that parcel has been installed.
- 8.23 The District bears no responsibility for the accuracy of the location or elevation of any sanitary service connection.
- 8.24 The owner shall ensure that the private wastewater system for any residential unit constructed is capable of conveying any and all private wastewater effluent generated to the municipal sanitary sewer system.

### **Non-Residential Connections**

- 8.25 Every private wastewater system servicing a non-residential use including any industrial, commercial, institutional or agricultural use shall be constructed by the owner in accordance with the requirements of the Building Code and Plumbing Code.
- 8.26 Each parcel of serviced non-residential land shall be limited to one sanitary service connection, suitably sized to accommodate any use permitted under the then-applicable zoning regulations.
- 8.27 Where an owner is authorized to connect a parcel used for a non-residential use to the municipal sanitary sewer system, the owner must not construct a building or structure that will generate private wastewater effluent until the sanitary service lateral required to service that parcel has been installed.
- 8.28 The District bears no responsibility for the accuracy of the location or elevation of any sanitary service connection required to service the proposed development.
- 8.29 The owner shall ensure that the private wastewater system for any building or structure constructed is capable of conveying any and all non-residential private wastewater effluent generated to the sanitary service lateral.
- 8.30 As a condition of approval of any proposed industrial, commercial, institutional and agricultural sanitary service connection, the owner must retain a qualified engineer to prepare and submit the following design information for review by the Director of Operations:
  - (a) a plan showing the scope of proposed or existing development or addition, including a sanitary flow schematic drawing,
  - (b) the daily volumes and peak discharge rates,
  - (c) the type of waste to be processed and discharged,
  - (d) the anticipated B.O.D. and the amount of suspended solids or grease,
  - (e) the pH and temperature of the private wastewater effluent,
  - (f) the chemical composition of the private wastewater effluent,
  - (g) the proposed pre-treatment, including dimensions of the proposed facility,
  - (h) flow equalizing or mixing facilities,
  - (i) the location of the inspection/sampling manhole,
  - (j) the proposed monitoring equipment,
  - (k) any other relevant design information as required by the Director.
- 8.31 In addition to the requirements of section 8.30, the engineer retained by the owner must confirm that effluent quality for non-residential wastewater flows generated will be in conformance with the permitted effluent loading (sewage strength) for the Regional District wastewater treatment plant.
- 8.32 The requirement of sections 8.30 and 8.31 apply to any proposed expansion or change of use for an existing industrial, commercial, institutional or agricultural property.

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### **9. TERMINATION OF SERVICE**

- 9.1 Where an owner intends to abandon or otherwise discontinue use of a private wastewater system, or where a sanitary service connection is no longer required as a result of the development or redevelopment of the owner's property, the owner must apply to the Director of Operations for the discontinuation or termination of sanitary sewer service.
- 9.2 An application for discontinuation or termination of sanitary sewer service must be made by the owner of the property to which the application relates, or by the owner's duly authorized agent.
- 9.3 Approval for the termination of service shall not be granted until the owner submits a completed application for discontinuation of service stating the reasons for and, if applicable, the estimated duration of discontinuation of the service, and:
- (a) obtains a building permit for demolition of the building or structure that is the source of private wastewater effluent from that property;
  - (b) pays all applicable fees and charges for the discontinuation or termination of service.
- 9.4 Upon approval of the application for discontinuation or termination of service, the owner shall:
- (a) physically disconnect and seal or cap the sanitary service connection at a point that is at least 2.0m (minimum) inside the boundary of the property that abuts the public highway or right of way;
  - (b) mark the capped sanitary service connection location via a 2x4 service marker, extended 0.3m above grade.
- 9.5 The works required under section 9.4 of this bylaw must be inspected and approved by the Director of Operations or his designated representative prior to placement of any backfill material.
- 9.6 Where sanitary sewer service to a property has been discontinued or terminated, the owner must not connect a private wastewater facility on that property to the municipal sanitary sewer system except in accordance with Part 8 – Service Connections of this bylaw.

### **10. PROHIBITIONS**

- 10.1 No person shall:
- (a) enter into or undertake any work upon or interfere with any aspect of the municipal sanitary sewer system unless authorized by the Director of Operations;
  - (b) make or terminate a connection to the municipal sanitary sewer system unless duly authorized by the Director of Operations.
  - (c) attach or detach any line, pipe, or other appurtenance of the municipal sanitary sewer system unless duly authorized by the Director of Operations.
  - (d) undertake any work upon or interfere with any aspect of the municipal sanitary sewer system unless authorized by the Director of Operations.
- 10.2. No person shall directly or indirectly discharge into the municipal sanitary sewer system:
- (a) any water or waste containing substances in concentrations that are not amenable to treatment or reduction by the sewage treatment process employed, or are amenable to treatment only to such a degree that the sewage treatment plant effluent cannot, during normal operation, meet the requirement of any other agency having jurisdiction over discharges to the receiving waters.
  - (b) any material or substance (e.g. enzymes and/or bacteria) that alters the structure of the waste(s) but does not reduce the loading (C.O.D.).
  - (c) any water or wastewater contained in, but not limited to, a swimming pool, hot-tub, or artificial pond.
  - (d) any deleterious substance.

## ***Agenda Item # 6F.***

- (e) any sludge or other waste material contained in a septic system without prior written authorization from the Director of Operations.
- (f) any extraneous amounts of water or waste effluent material for the purpose of diluting wastes which would otherwise not meet the allowable concentrations outlined in this bylaw.
- (g) any groundwater or surface/storm drainage flows, including but not limited to storm drains, sumps, roof drains, and foundation drains to the municipal sanitary sewer system.
- (h) any non-domestic liquid or vapour having a temperature in excess of sixty-five (65 °C) degrees Celsius.
- (i) any substance which may solidify or become viscous at temperatures above zero (0 °C) degrees Celsius.
- (j) any material which exerts or causes unusual concentrations of inert suspended solids (such as, but not limited to, Fuller's Earth); or any unusual concentrations of dissolved solids (such as but not limited to sodium chloride, calcium chloride or sodium sulphate).
- (k) any non-domestic water or waste which contains dyes or other colouring material
- (l) any soluble waste or wastewater having a pH lower than 5.5 or higher than 9.5 or having any other corrosive property which could be hazardous to structures, equipment, or personnel including, but not limited to, battery or plating acids and wastes, copper sulphate, chromium salts or brine.
- (m) any flammable or explosive liquid, solid, or gas which has a closed cup flashpoint of sixty degrees Celsius (60 °C), or exceeds or could cause an exceedance of ten percent (10%) of the lower explosive limit (LEL) at any point within the municipal sanitary sewer system for any single reading or five percent (5%) for any two (2) consecutive readings. This includes but is not limited to gasoline, benzene, naphtha, alcohol, fuel, oil, solvents, and acetone.
- (n) any pesticides, insecticides, herbicides, or fungicides.
- (o) any toxic, radioactive, poisonous, corrosive, noxious, or malodorous gas, liquid, or substance which may either singly or by interaction with other wastes:
  - (i) cause public or worker health and safety hazards,
  - (ii) cause injury to or interference with the wastewater treatment process,
  - (iii) cause corrosive damage to the sanitary sewer system,
  - (iv) result in the release of toxic gases, vapours, or fumes within the municipal sanitary sewer system.
- (p) any solid or viscous substance, petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin which may:
  - (i) obstruct the flow in the municipal sanitary sewer system,
  - (ii) interfere with or damage the municipal sanitary sewer system or the wastewater treatment process;

including but not limited to ashes, cinders, grit sand, mud, straw, grass clippings, insoluble shavings, metal, glass, rags, feathers, tar, asphalt, creosote, plastics, wood, animal paunch contents, offal, blood, bones, meat trimmings and waste, fish or fowl head, shrimp, crab or clam shells, fish scales, entrails, lard, mushrooms, tallow, baking dough, chemical residues, cannery or wine waste, bulk solids, hair and fleshings, spent grain and hops, whole or ground food or beverage containers, garbage, paint residues, cat box litter, slurries of concrete, cement, lime, or mortar;
- (p) any sludge, deposit, or material from a cesspool.
- (r) any hazardous waste.



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### 11. EFFLUENT LIMITATION PARAMETERS (SEWAGE STRENGTH)

11.1 No person shall discharge any effluent into the municipal sanitary sewer system that when analyzed in the specified sample type exceeds the limits set out in the following table:

<b>Table 1.0 - Effluent Concentrations</b>		*Concentration in Milligrams per Litre (mg/L)		
Parameter	One Day Composite Sample	Two Hour Composite Sample	Grab sample	
B.O.D.	500	1000	2001	
C.O.D.	750	1500	3000	
Suspended Solids	600	1200	2400	
Oil and Grease (non petroleum)	150	300	600	
Oil and Grease (petroleum based)	15	30	60	
pH (non-domestic waste)	>6 and <9.5	>5 and <11	>5.5 and <10.5	

11.2 No person shall discharge any effluent which, at the point of discharge into the municipal sanitary sewer system, contains any substance, in a combined or uncombined form, with a concentration in excess of the levels set out in the following table.

<b>Table 2.0 – Waste Substances</b>		*Concentration in Milligrams per Litre (mg/L)		
Substance	Abbreviation	One day composite sample	Two hour composite sample	Grab sample
Aluminum	Al	50.0	100.0	200.0
Arsenic	As	0.5	1.0	2.0
Boron	B	50.0	100.0	200.0
Cadmium	Cd	0.2	0.4	0.8
Chromium	Cr	2.0	4.0	8.0
Cobalt	Co	5.0	10.0	20.0
Copper	Cu	2.0	4.0	8.0
Cyanide	CN	0.5	1.0	2.0
Iron	Fe	10.0	20.0	40.0
Lead	Pb	1.0	2.0	4.0
Manganese	Mn	5.0	10.0	20.0
Mercury	Hg	0.025	0.05	0.1
Molybdenum	Mo	1.0	2.0	4.0
Nickel	Ni	2.0	4.0	8.0
Phenols	-	1.0	2.0	4.0
Phosphorus	P	12.5	25.0	50.0
Silver	Ag	1.0	2.0	4.0
Sulphate	SO <sub>4</sub>	1500.0	3000.0	6000.0
Sulphide	S	1.0	2.0	4.0
Tin	Sn	5.0	10.0	20.0
Zinc	Zn	3.0	6.0	12.0

\*All concentrations are expressed as total concentrations (expressed in milligrams per litre), which include both the dissolved and undissolved substances.

## ***Agenda Item # 6F.***

- 11.3 Every person discharging private wastewater effluent into the municipal sanitary sewer system shall ensure that such effluent is in full compliance with all Regional District bylaws and regulations for the acceptance and treatment of waste at the Regional District wastewater treatment plant, in effect from time to time.

### **12. SAMPLING AND ANALYSIS PROTOCOLS**

- 12.1 All tests, measurements, analyses, and examinations of private wastewater effluent, its characteristics or contents, required for the purpose of this bylaw shall be carried out in accordance with Standard Methods.
- 12.2 Where private wastewater effluent is required or authorized to be inspected, tested, measured, examined or analyzed under this bylaw, the owner of the property that is the source of the private wastewater effluent shall pay all applicable fees and charges that apply to the District's inspection, testing, measurement, examination or analysis.

### **13. PRE-TREATMENT REQUIREMENTS**

- 13.1 Where a private wastewater system, or a proposed private wastewater system, or any component of the private wastewater effluent discharged into the municipal sanitary sewer system from a private wastewater system:
- (a) does not comply with the regulations under this bylaw;
  - (b) may damage or increase maintenance costs on the municipal sanitary sewer system;
  - (c) may detrimentally impact the operation of the Regional District wastewater treatment plant,
- the Director may by written notice direct the owner of the private wastewater system to retain the services of a qualified engineer to determine an acceptable method of pre-treatment of the private wastewater effluent to meet the requirements of this bylaw.
- 13.2 The engineer shall provide:
- (a) detailed design drawings of the proposed pre-treatment facility;
  - (b) detailed chemical analysis of the private wastewater effluent, including the concentrations of each component prior to and immediately following the pre-treatment process; and
  - (c) detailed operation and maintenance requirements, sampling protocols and a testing and analysis schedule required to ensure compliance with this bylaw.
- 13.3 The proposed pre-treatment facility and process must be approved by the Director of Operations, and the Director's approval may be withheld, and no construction may proceed until such time as the Director is satisfied that the pre-treatment process is such that the private wastewater effluent will comply with the limits prescribed under this bylaw. Upon the Director's approval being given the owner must at the owner's sole cost and expense construct the facilities necessary for the approved pre-treatment process within such time as the Director has ordered.
- 13.4 The owner who is required to design and construct a pre-treatment facility shall maintain complete written records of all cleaning, repair, calibration, maintenance, sampling, and analysis and shall store those records on the owner's property or place of business the owner's facility for a minimum of three (3) years. The owner shall make those records available for examination by the Director of Operations at all reasonable times.
- 13.5 It is the owner's sole responsibility to ensure that all components of the private wastewater effluent discharged into the municipal sanitary sewer system are in compliance with the provisions of this bylaw after the pre-treatment facility is completed, and the Director's approval of any pre-treatment process or facility does not imply that the quality of the wastewater discharged after passing through the pre-treatment process or facility will meet the requirements of this bylaw.

### **14. VOLUME CONTROL**

- 14.1 Where private wastewater effluent is discharged into the municipal sanitary sewer system in volumes that the Director of Operations determines may exceed the available downstream system capacity,

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- the Director may by written notice to the owner or occupier of the property from which the wastewater effluent is discharged:
- (a) to take measures specified by the Director to equalize the discharge volumes and strengths.; or
  - (b) to retain the services of a qualified engineer to determine an acceptable method to equalize discharge volumes and strengths.
- 14.2 Where notice is given under section 14.2(b):
- (a) the engineer shall provide such detailed calculations and design drawings that are necessary to demonstrate the viability of the method recommended for equalizing discharge volumes and strength; and
  - (b) the proposed method for equalizing discharge volumes and strengths must be approved by the Director of Operations, and the Director's approval may be withheld, and no construction may proceed until such time as the Director is satisfied that the proposed method will prevent the available downstream capacity from being exceeded.
- 14.3 Upon receiving notice of the Director's requirement under section 14.1(a), or the Director's approval under section 14.2(b), the owner must at the owner's sole cost and expense construct the facilities necessary to comply with the requirement or undertake the approved work.
- 14.4 Any equipment necessary to comply with a requirement of the Director under section 14.1 or 14.3 shall be provided, maintained, and operated by the owner or occupier of the property at their sole expense and in a manner satisfactory to the Director.
- 15. INTERCEPTION DEVICES**
- 15.1 Where a private wastewater system or any component thereof may generate or contain grease, oil, grit, flammable or reactive liquids/gases, or other such deleterious substances, the owner shall provide an interception device designed by a qualified engineer capable of effectively removing these substances.
- 15.2 Without limiting the generality of section 15.1, the *Director* may require the *owners* or operators of the following institutional, industrial, and agricultural operations to have designed and to install a permanent interception device in accordance with section 15.1:
- (a) service/fuel stations, vehicle repair facilities, and automobile wash bays;
  - (b) dry-cleaning establishments;
  - (c) milk/cream/cheese production/processing plant;
  - (d) laboratories;
  - (e) commercial kitchens; and
  - (f) concrete/aggregate plants/facilities.
- 15.2 All interception devices shall be:
- (a) of sufficient capacity to remove and retain the deleterious material;
  - (b) designed by a qualified professional engineer; and
  - (c) located in an area that is readily accessible for inspection and maintenance purposes.
- 15.3 The owner or other person who is subject to a requirement under section 15.1 shall submit detailed design drawings, calculations (including operation and maintenance manuals) and specifications prepared by the owner's qualified engineer to the Director of Operations for approval prior to construction.

## ***Agenda Item # 6F.***

- 15.4 Construction and installation of an interception device shall not commence until such time as the Director has reviewed and approved the design.
- 15.5 Approval to construct an interception device by the Director does not imply that the quality of the private wastewater effluent discharged after passing through the interceptor will meet the requirements of this bylaw. It is the Owner's responsibility to ensure that all the components of the private wastewater effluent will comply with the provisions of the bylaw after passing through the interception device.
- 15.6 The design, construction, operation, and maintenance of an interception device shall be the responsibility of the owner and shall be at the owner's expense.
- 15.7 The owner shall maintain written records of all cleaning, repair, calibration, and maintenance of an interception device and shall store those records at the owner's property or place of business for a minimum of three (3) years. The owner shall make these records available for examination by the Director of Operations at all reasonable times.

### **16. REPORTING OF ACCIDENTAL DISCHARGES**

- 16.1 Any person responsible for, or aware of, the accidental discharge of prohibited substances into the municipal sanitary sewer system shall promptly report that discharge to the Director of Operations in order that immediate remedial action can be taken to minimize environmental risks.

### **17. COMPLIANCE WITH OTHER REGULATIONS**

- 17.1 Notwithstanding the provisions contained within this bylaw, any person or owner is responsible for ascertaining, and ensuring compliance with, all other District or Regional District bylaws, provincial or federal enactments and legislation, as in effect from time to time.

### **18. OFFENCES AND PENALTIES**

- 18.1 Any owner or person who contravenes a provision of this bylaw may, on summary conviction, be liable to the maximum penalty under the Offence Act, plus the cost of prosecution, for each offence.
- 18.2 Any penalty imposed under section 19.1 is a supplement to and not a substitute for any other remedy or action under that may be available under his bylaw or any other applicable laws or enactments.
- 18.3 Each day that a contravention of this bylaw continues shall constitute a separate offence.

### **19. RECOVERY OF COSTS**

- 19.1 Where under the authority of this bylaw, the District performs any work on property or any premises, or provides any service to property or premises, the owner of the property or premises shall promptly reimburse the District for its costs in performing that work or providing that service, and the District's costs may be collected in the same manner and with the same remedy as property taxes, and if not paid by December 31 of the year in which the costs become due and payable, are deemed to be taxes in arrears.

### **20. SEVERABILITY**

- 20.1 If any section, subsection, sentence, clause sub-clause or phrase of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this bylaw.

...

## ***Agenda Item # 6F.***

### **21. REPEAL**

21.1 Regional District of Central Okanagan Bylaw No. 1486, as amended and as relates to the interests and jurisdiction of the District of Peachland is hereby repealed in its entirety.

READ A FIRST TIME this            day of            , 2011.

READ A SECOND TIME this            day of            , 2011.

READ A THIRD TIME this            day of            , 2011.

FINALLY RECONSIDERED AND ADOPTED this            day of            , 2011.

\_\_\_\_\_  
Mayor

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

Dated at Peachland, B.C.

This            day of            , 2011.





## **District of Peachland Staff Report**

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**TO:** Mayor & Council  
**FROM:** Doug Allin, Director of Operations  
**DATE:** June 22, 2011  
**SUBJECT:** 2011 Capital Works Project Update

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### Public Works

- Crack Sealing RFP posted
- Preparing Asset Management presentation to Council
- Preparing the 2011 paving RFP
- Preparing Entrance Sign Lighting RFP
- Sidewalk and pedestrian connectivity plan - 2<sup>nd</sup> Open House
- Ponderosa Road Design Reviews and Sewer Line Reviews
- New Community Policing Van in service
- 3<sup>rd</sup> Street Pier – waiting on review and reply from Ministry of Environment and Department of Fisheries and Oceans

### Water:

- Peachland Creek water quality monitoring equipment installations (OBWB Grant)
- Huston Road Water Main completed







## **District of Peachland Request for Decision**

**To:** Committee of the Whole (COTW)  
**From:** Planning and Development Services Department  
**Date:** June 16, 2011  
**Subject:** Lower Princeton Area Sector Plan (LPASP)

**Recommendation:** **THAT COTW recommend that Council give First and Second Reading to Official Community Plan Amendment Bylaw No. 2004, 2011, and; THAT Council authorize staff to set a date for a Public Hearing.**

### **Implications of Recommendation:**

**General:** Approval of the LPASP (OCP amendment) will facilitate the development of multi-family development in the Lower Princeton area near the downtown core.

**Organizational:** N/A

**Financial:** N/A

**Policy:** A Phased Development Agreement between the District and prospective developers will be created based on the on the approved Area Structure Plan. The ASP contains measures to reduce Greenhouse Gases (GHG's) per the Districts commitment to the BC Climate Action Charter.

**Strategic Plan:** A public information meeting was held on May 19, 2011. A public hearing date will be established by staff after passing First and Second Reading of the bylaw.

### **BACKGROUND:**

#### **The Development Proposal**

The intent of an Area Structure Plan (ASP) is to formulate a planning framework to guide long-term development of large areas of a community. An ASP becomes a part of the Official Community Plan (OCP) through a Bylaw amendment, like the Ponderosa/Pincushion Ridge or New Monaco ASP.

The proposed ASP sets out general policies and principles to guide development of the subject 59.3 acre parcel of land. The scope and content of the ASP outlines the proposed land use and infrastructure policies and map designations that will formulate a comprehensive guide for development of the subject property.

## ***Agenda Item # 6H.***

### **History**

The Lower Princeton Area Sector Plan (LPASP) has been in the works since 2006. The following sequence of events has occurred respecting development in the area.

- May 2006** Council gave first and second reading to a proposed zoning bylaw amendment respecting Hangingstone, a proposed 100 unit multi-family development at 5976 Princess Street or 6026 Highway #97.
- August 2006** Third party review by Urban Systems Ltd., respecting water servicing infrastructure determined that there will be a critical water capacity and fire flow issue in the south-west section of Peachland, if additional development is approved. It has been subsequently determined that construction of a water reservoir is necessary.
- August 2006** Council adopted the following motion:  
"That all development applications in the area (Lower Princeton ASP area) be suspended until an Area Sector Plan has been completed; and,  
That staff be authorized to approach current applicants in the area to cost share the development of an ASP."
- October 2006** An application came forward for a Dry Marina project combined with a multi-family development, on the former Headstart property in the area.
- October 2006** Upon notification of 41 property owners within the LPASP area, only Hangingstone and the Dry Marina project agreed to participate in the formulation of the LPASP. At the present time, only the Hangingstone development is funding the LPASP.
- March 2007** a public information meeting was held to solicit public input prior to preparation of the LPASP and concepts of the Hangingstone development and the Dry Marina project were displayed.
- Dec., 2007** After considerable review and discussion regarding the Dry Marina Project the application was withdrawn and it will not proceed.
- Jan. 31, 2009** A second public information meeting was held to review the draft LPASP.
- April 2010** Referrals were sent out and further review and assessment of the report took place. The main barrier in moving forward on this file has been the construction of a water reservoir which is necessary to resolve the eminent water shortage and fire flow deficiency in the area if further growth in that sector of Peachland occurs.
- Feb., 2011** A final draft of the LPASP is close to completion. Through the 2011 budget process, it has been determined that construction of a reservoir in the south-west sector of the District is a priority and that provides direction for this project to move forward. The development of a reservoir is in line with the 2007 Water Master Plan. The plan identified that a reservoir would be needed on the Deep Creek system to alleviate existing deficiencies and also allow for development build-out within the Lower Princeton area. Due to the fact that the system would benefit both existing and new users, whatever funds needed to build the reservoir after any grants and Development Cost Charge (DCC) components will be funded equally 50/50 between the existing and new user (development) groups.
- April 12, 2011** A report went to Council and Council authorized staff to hold a public information meeting on May 19, 2011 respecting the LPASP.
- May 19, 2011** A public information meeting was held regarding the LPASP and about 27 people attended.

# Agenda Item # 6H.

## Site Characteristics

Land Area of LPASP – 24 ha (59.3 acres)

Number of Properties – 41

### **Existing OCP designation – Medium Density Residential**

Existing Zoning designations:

1. RR-1 Rural Residential Zone
2. RR-2 Rural Residential Zone
3. R-1 Single Family Residential Zone
4. R-2 One and Two Family Residential Zone
5. R-3 Multiple Family Residential Zone
6. C-3 Highway Commercial Service
7. C-5 Resort Commercial

Perimeter Roads – Highway # 97, Princeton Avenue, Lipsett Avenue and Heighway Lane near Renfrew Road.

Topography – lands are sloped towards Highway # 97 and the lake. An estimated 40% of the land area is not buildable due to slopes in excess of 30%.

### Contents of the ASP

Prior to approval, comprehensive studies related to engineering and services, internal road network (Protech Engineering Consultants), Wildfire Protection (Mosaic Forest Management Ltd.), Environmental (ARC Environmental), Archaeological (I.R. Wilson Consultants Ltd.), and Geotechnical (Cascade Geotechnical Services) have been completed at the expense of Hangingstone Developments who are interested in developing a project in the area. The reports assist in the development of planning objectives and policies for the area, including attention to issues regarding the environment, hillsides, sustainable development, housing, non-residential development, transportation, infrastructure and servicing, emergency services, parks, trails and recreation, overall planning and design principles and implementation.

Proposed development densities that may be achieved:

<b><u>TOTAL MAXIMUM DENSITY CALCULATION – 24.0 HA (59.3 Acres)</u></b>	
<b>TOTAL LPASP LAND AREA</b>	
Roads or access (20%)	4.8 ha (11.80 acres)
Parkland (5%)	1.2 ha (3.00 acres)
MOTI road widening (20%)	4.8 ha (11.80 acres)
<b>TOTAL land area not to be developed</b>	<b>10.8 ha (26.6 acres)</b>
<b><u>CALCULATION</u></b>	
TOTAL land projected for development <b>(24.0 ha * 60 units per ha)</b>	13.2 ha (32.7 acres)

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## Agenda Item # 6H.

Maximum projected dwelling units <b>(13.2 ha * 60 units per ha)</b>	792 units
10% affordable housing to be provided <b>(792 * .10)</b>	79 units

*\*the maximum density numbers established here are used to represent total development capacity benchmarks for the future development of the LPASP. These densities are being proposed without a specific development concept or pre-designed plan. The projected estimates are speculative and may not come to fruition due to fragmented land ownership and many landowners may not have development aspirations for their property.*

**DISCUSSION:**

The ASP is consistent with the “Medium Density Residential” OCP designations which have been in the bylaw for the past few decades. The main emphasis in the ASP is to ensure that the infrastructure and traffic management issues are looked at collectively for the neighbourhood. The passing of Second Reading will allow for a Public Hearing to be held as a next step in the process. It should be noted that MOTI will not permit any additional new accesses on Highway #97 and the plan does acknowledge this.

**REPORT/DOCUMENT:**

**Attached:** X

**Available:**

**Nil:**

1. The Lower Princeton Area Sector Plan

**OPTIONS:**

1. COTW MAY CHOOSE TO SUPPORT THE RECOMMENDATION
2. COTW MAY CHOOSE NOT TO SUPPORT THE RECOMMENDATION
3. COTW MAY CHOOSE TO REFER THE MATTER BACK TO STAFF FOR FURTHER INFORMATION

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# Agenda Item # 6H.

## THE CORPORATION OF THE DISTRICT OF PEACHLAND

### BYLAW NUMBER 2004

#### **A Bylaw to Amend Official Community Plan, Bylaw Number 1600, 2000**

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WHEREAS the Council of the Corporation of the District of Peachland has adopted the Official Community Plan Bylaw Number 1600, 2000;

AND WHEREAS it is deemed necessary to amend the Official Community Plan Bylaw Number 1600, 2000;

NOW THEREFORE, the Council of the Corporation of the District of Peachland, in Open Meeting assembled, HEREBY ENACTS AS FOLLOWS:

1. That Schedule "A" of the Official Community Plan be amended by adding Appendix "E" Lower Princeton Area Sector Plan, attached to and forming part of this bylaw.
2. This Bylaw may be cited as "Official Community Plan Bylaw No. 1600 Amendment Bylaw Number 2004, 2011".

READ A FIRST TIME, this        day of                    2011.

READ A SECOND TIME, this        day of                    2011.

PUBLIC HEARING HELD, this        day of                    2011.

READ A THIRD TIME, this        day of                    2011.

FINALLY RECONSIDERED AND ADOPTED, this        day of                    , 2011.

\_\_\_\_\_  
Mayor

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

Dated at Peachland, B.C.  
This        day of                    , 2011.



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## Agenda Item # 6I.

### District of Peachland Request for Decision

**To:** Committee of the Whole (COTW)

**From:** Planning & Development Services Department

**Date:** June 22, 2011

**Subject:** Annual Energy Report for 2010

**RECOMMENDATION:** **THAT COTW recommend that Council receive the District of Peachland Annual Energy Report for 2010**

#### Implications of Recommendation:

**General:** N/A

**Organizational:** N/A

**Financial:** Adopting better energy management practices should result in financial savings to the District.

**Policy:** Policies to implement energy management may be forwarded to Council in future reports.

**Strategic Plan:** The District is following through with our commitment under the Climate Action Charter with the Province of BC to reduce GHG emissions.

#### **BACKGROUND:**

##### Conserving Energy and Reducing Greenhouse Gases (GHG'd)

Climate change is a one of the greatest challenges facing communities in British Columbia and the world. The Province of BC has taken strong actions to acknowledge climate change as a priority issue. Along with the Province, Peachland is also attempting to do its share to mitigate the impacts of climate change and greenhouse gas (GHG) emissions. A reputable Municipal Government journal has stated that;

“One half of Canada’s GHG emissions are under the control and influence of Municipal Governments.” (Municipal World: January 2008)

Energy Management is an immediate action that the District can take, and many measures are cost effective (low hanging fruit) and can show immediate results.

In respect of moving forward with the District’s commitment under the Climate Action Charter, several significant steps have been taken to honour our commitments. Some important events of significance are:

**Sept., 2007** The District of Peachland signs on to the BC Climate Action Charter.

**Feb., 2008** The Province publishes its first version of the Greenhouse Gas Emission Assessment Guide, which indicates aggressive targets for GHG

## **Agenda Item # 6l.**

reductions and provides Local Government with a guide for assisting in implementing GHG strategies.

- April 2008**                      The District of Peachland completes an update of its Official Community Plan and it includes an overall “sustainable development strategy”.
  
- May, 2009**                      After several months of discussion, Council adopted the 2009 Financial Plan and this included funding for Energy Assessment and energy efficient repairs / upgrades to municipal buildings. Most noteworthy was the replacement of the municipal hall windows.
  
- May, 2009**                      The Energy Management Assessment report pertaining to tracking energy use pertaining to the District’s municipal buildings and operations was completed by Systemetric Energy Management Ltd. It was received by Council.
  
- July, 2009**                      The District entered into a contract with UBC Okanagan to undertake a sustainability inventory of Peachland’s bylaws and procedures relating to sustainability. The report was received by Council in June 2010.
  
- Sept, 2009**                      Peachland’s steps to address energy management and reducing Greenhouse gases is highlighted in the publication of BC Ministry of Community Development’s toolkit (handbook) on community’s experiences in attempting to meet greenhouse gas emissions targets.
  
- Dec, 2009**                      Council adopted two policies per the energy management work being done:
  - a) PRO- 041 Domestic Hot Water Temperature Standards to Facilitate Energy and Greenhouse Gas Reduction
  - b) PRO- 026 Corporate Building Heating / Cooling Temperature Standards to Facilitate Energy and Greenhouse Gas Reduction
  
- Nov, 2009 – Jan. 2010**      The UBC Center for Sustainability undertook a Downtown Design Visioning Charrette pertaining to Peachland. The Charrette report was received by Council in June 2010.
  
- April – June 2010**              The UBC Okanagan officials completed a Sustainability Inventory report in April 2010 at which time it was presented to Council. The report was received by Council in June 2010.
  
- June 2010**                      The Director gave a presentation and sat on a panel at the Planning Institute of BC conference respecting the experiences of a small community in implementing sustainable development practices. Our approach was well received.
  
- July 2010**                      Solar panels for hot water heating were installed at the community Center and are now operational.

**DISCUSSION:**

For the past few years, the District has utilized Mike Seibert of Systemetric Energy Management on a contract basis to complete an Energy Assessment Report (2009) and an Energy Management Report for the District of Peachland and its operations. Currently, Mike oversees our annual reporting for the program and quarterly audits.

We are pleased to provide Council with the Annual Energy Report for 2010. We recommend that Council receive it. This is a valuable report for the management of energy pertaining to corporate



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## ***Agenda Item # 6l.***

operations. The report shows that the Districts Energy Management Plan is tracking forward and having success. Between 2009 and 2010 the District reduced its consumption of energy and associated GHG's by 29.8 tCO<sub>2</sub>e (9%) while reducing costs during that time period by \$9,095.

**REPORT/DOCUMENT:**                      **Attached:** X   **Available:** Nil:

1. Annual Energy Report 2010

**OPTIONS:**

- 1. COTW MAY SUPPORT THE RECOMMENDATION**
- 2. COTW MAY CHOOSE NOT TO SUPPORT THE RECOMMENDATION**
- 3. COTW MAY REFER THE REPORT BACK FOR FURTHER INFORMATION**



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# The District of Peachland Annual Energy Report For 2010 (June 2011)

Agenda Item # 6/



Prepared for:  
The District of Peachland



Prepared by:  
Systemetric Energy Management



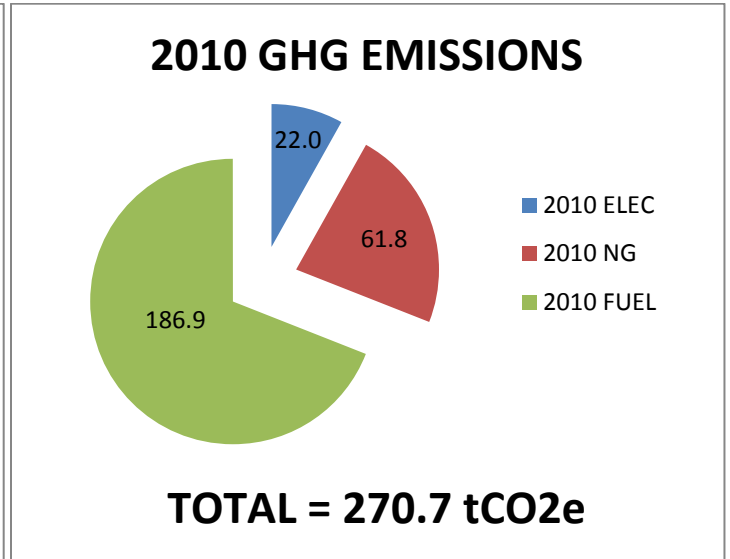
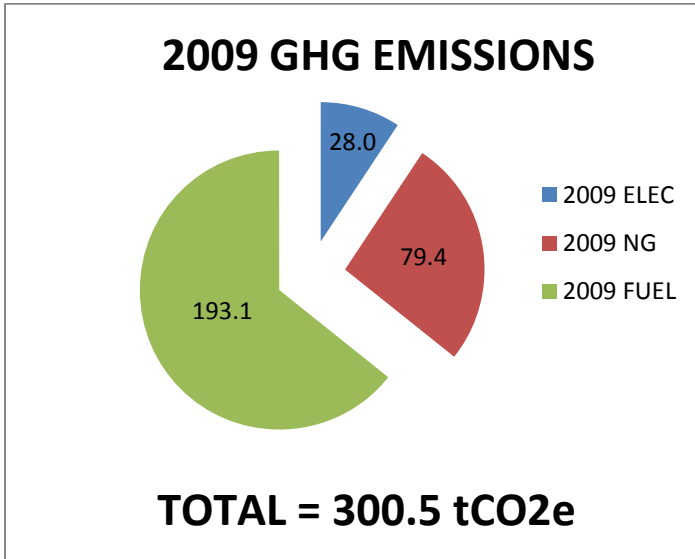
(Mike Seibert, P. Eng)

**Introduction:**

**Agenda Item # 6I.**

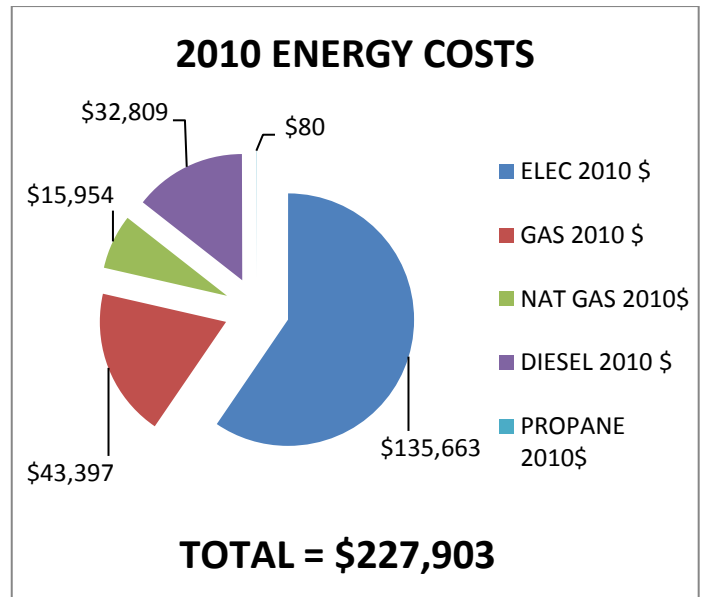
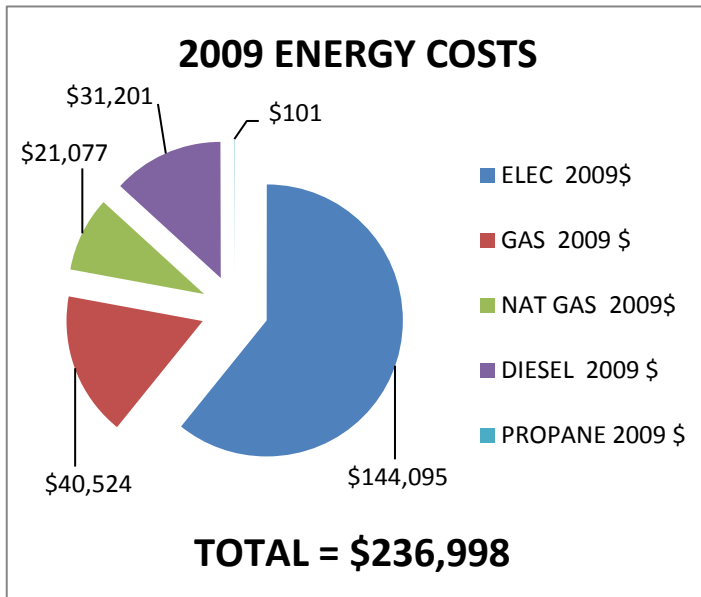
As part of the energy management initiative in Peachland, the yearly energy consumption for all types of energy, GHG emissions resulting from these consumptions and the associated costs are tabulated and presented from year to year. This is done so that progress regarding the corporate energy management program is tracked and documented over the long term.

**Annual GHG Emissions for 2009 and 2010**



**Total GHG emissions in 2009 were 300.5 tCO2e compared to 270.7 tCO2e in 2010. A reduction in GHG emissions of 29.8 tCO2e (9%).**

**Annual Energy Costs for 2009 and 2010**



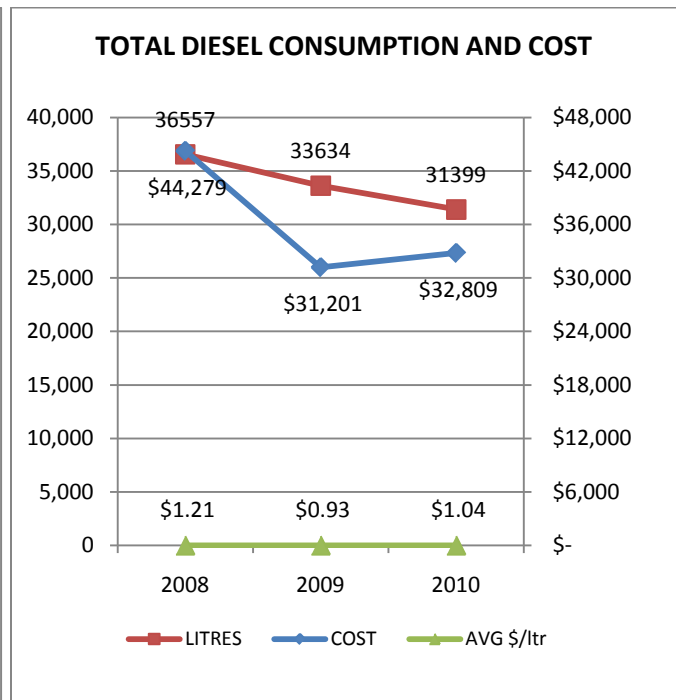
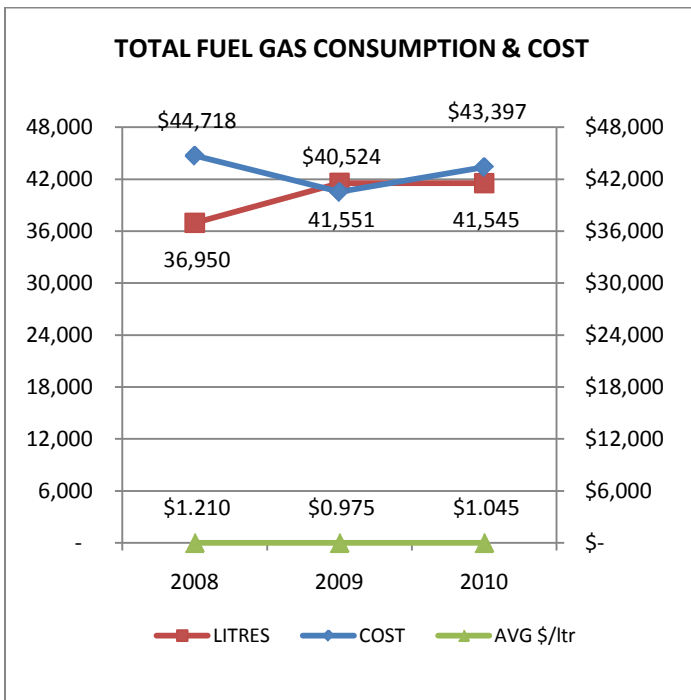
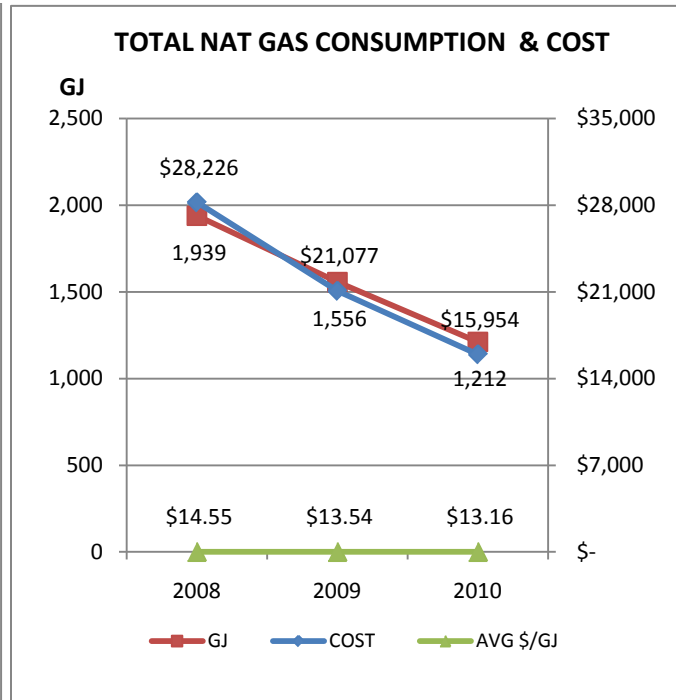
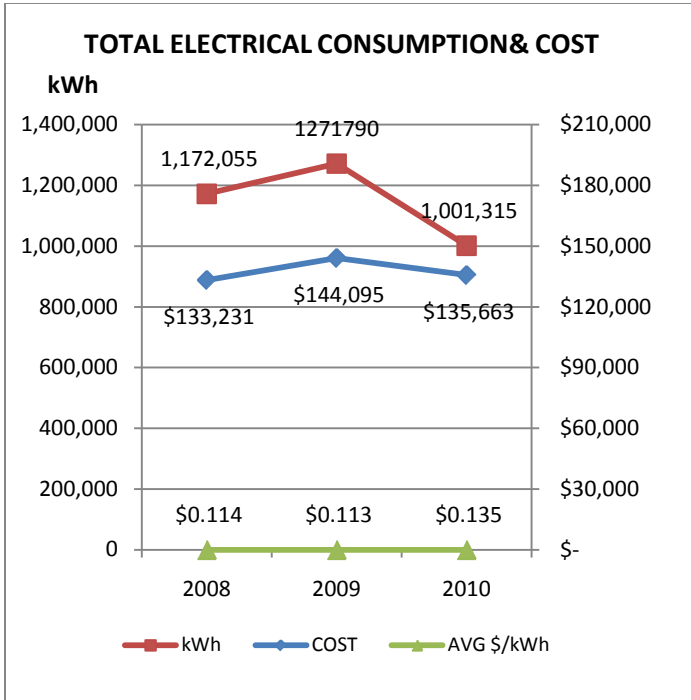
**Total energy costs in 2009 were \$236,998.00 compared to \$227,903.00 in 2010. An overall savings of \$9,095.00 (9.6%)**

**This is significant since the cost of per unit energy in 2010 was higher than in 2009.**

**Yearly Comparisons by Energy Type**

**Agenda Item # 6I.**

Total units consumed, total cost and average cost per unit of energy are shown in the figures below. The DOP only has control over the units of energy consumed and not on the unit cost dictated by market conditions. Thus, a specific percentage reduction in total consumption does not equate to the same percentage reduction in total cost due to differences in average unit cost (market conditions) and variation in rate codes between different accounts of the same energy types.



Note: All unit costs (average cost per unit energy) increased from 2009 to 2010, except for natural gas. GHG emissions will change by the same percentage as the change in consumption since there is a constant factor between the two for the different types of energy.

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## Electrical Consumption

## **Agenda Item # 6l.**

Total electrical energy consumption in 2010 was 1,001,315 kWhs compared to 2009 consumption of 1,276,257 kWhs for a reduction of 21.1%. This resulted in a cost reduction of \$8,432.

The Municipal Hall/Firehall had the most reduction in electrical consumption with a reduction of 23,791 kWh for a reduction of 16.9%. The greatest percentage reduction was seen at 4th St Place with a 31.7% reduction in electricity use.

Total reduction for all buildings was 11.9%.

<b>BUILDINGS</b>	<b>2009 kWh</b>	<b>2009\$</b>	<b>2010 kWh</b>	<b>2010\$ YTD</b>	<b>'10-'09 kWh</b>	<b>2010-2009 \$</b>	<b>%kWh</b>
MUNIC/FIREHALL 3RD ST	140449.2	\$ 11,702	116658	\$ 10,908	-23791	-\$ 793	-16.9%
COMM CTR 4450 6TH	100862.3	\$ 9,047	94789	\$ 8,975	-6073	-\$ 72	-6.0%
PUB WORKS GRG	54180.0	\$ 4,712	50303	\$ 4,715	-3878	\$ 3	-7.2%
4TH ST PLACE	13067.1	\$ 1,145	8927	\$ 898	-4140	-\$ 247	-31.7%
MUSEUM/PUB WR	33690.6	\$ 2,968	29436	\$ 2,811	-4255	-\$ 158	-12.6%
TOURISM CTR					0	\$ -	0.0%
PRIMARY SCHOOL	4241.0	\$ 417	3738	\$ 419	-503	\$ 3	-11.9%
POLICE STN	5529.5	\$ 397	6224	\$ 480	694	\$ 83	12.6%
<b>BUILDING SUB-TOTAL</b>	<b>352019.8</b>	<b>\$ 30,388</b>	<b>310074</b>	<b>\$ 29,206</b>	<b>-41946</b>	<b>-\$ 1,181</b>	<b>-11.9%</b>

The main reductions in energy use were observed in the following water system elements

<b>WATER SYSTEM</b>	<b>2009 kWh</b>	<b>2009\$</b>	<b>2010 kWh</b>	<b>2010\$ YTD</b>	<b>'10-'09 kWh</b>	<b>'10-'09 \$</b>	<b>%kWh</b>
PUMP ST. TREP RD	4115	\$ 407	2060	\$ 258	-2055	-\$ 148	-49.9%
ARTHUR ST PRES. RED VALVE	5466	\$ 511	3780	\$ 550	-1686	\$ 40	-30.8%
PIERCE H2O BUILD 1	3864	\$ 375	2812	\$ 329	-1052	-\$ 47	-27.2%
PIERCE H2O BLD CHLOR	42480	\$ 3,561	36070	\$ 3,405	-6410	-\$ 156	-15.1%
EAGLEVIEW PUMP ST	117287	\$ 10,118	64976	\$ 7,009	-52311	-\$ 3,110	-44.6%
SANDERSON PUMP ST	58894	\$ 4,963	65037	\$ 6,144	6143	\$ 1,181	10.4%
PIERCE H2O PUMP BLD	46539	\$ 3,923	28273	\$ 2,735	-18266	-\$ 1,188	-39.2%
PUMP STN 3896 BCH (LAKE PMP)	178357	\$ 19,172	85391	\$ 12,161	-92966	-\$ 7,011	-52.1%
PUMP ST COUS	12172	\$ 863	7044	\$ 540	-5128	-\$ 323	-42.1%
PUMP ST WINERY COUSINS	44255	\$ 3,733	45218	\$ 4,338	963	\$ 606	2.2%
CHLOR STN TREP RD	27583	\$ 2,692	21016	\$ 2,361	-6567	-\$ 331	-23.8%
WELL 1 BOOSTER PONDEROSA	14425	\$ 1,752	4821	\$ 512	-9605	-\$ 1,240	-66.6%
WELL 2 SOURCE PONDEROSA	59435	\$ 5,360	31046	\$ 2,991	-28389	-\$ 2,369	-47.8%
<b>WATER SYSTEM SUB-TOTAL</b>	<b>614873</b>	<b>\$ 57,430</b>	<b>397544</b>	<b>\$ 43,334</b>	<b>-217329</b>	<b>-\$ 14,096</b>	<b>-35.3%</b>

The lake pumps had the largest dollar savings at \$7,011 while the Ponderosa Well 1 Booster Pump had the largest kWh savings at 66.6%.

Electrical consumption for lights were as follows:

## **Agenda Item # 6I.**

<b>LIGHTS</b>	<b>2009 kWh</b>	<b>2009\$</b>	<b>2010 kWh</b>	<b>2010\$ YTD</b>	<b>10-'09 kWh</b>	<b>2010-2009 \$</b>
LIGHT LAKE AVE	9399	\$ 871	9166	\$ 943	-233	\$ 72
O/H ST LIGHT	113400	\$ 39,910	114077	\$ 46,120	677	\$ 6,210
ORN ST LIGHTS	92571	\$ 7,126	95719	\$ 7,936	3148	\$ 811
LIGHTS SAN CLE/14	0	\$ 60	0	\$ 71	0	\$ 12
<b>LIGHTS SUB-TOTAL</b>	<b>215370</b>	<b>\$ 47,966</b>	<b>218962</b>	<b>\$ 55,071</b>	<b>3592</b>	<b>\$ 7,105</b>

Lights (O/H and Ornamental) are not metered and operating hours are calculated by the number of non-daylight hours.

Electrical consumption for park systems was as follows:

<b>PARKS</b>	<b>2009 kWh</b>	<b>2009\$</b>	<b>2010 kWh</b>	<b>2010\$ YTD</b>	<b>'10-'09 kWh</b>	<b>'10-'09 \$</b>
HERITAGE PK ELEC	143	\$ 76	203	\$ 90	60	\$ 14
PID BUILDING PRINCETON AVE	6515	\$ 596	5918	\$ 620	-597	\$ 25
MN PUMP STN BATH	16495	\$ 1,464	10823	\$ 1,073	-5672	-\$ 390
TREP CRK PK	712	\$ 123	738	\$ 140	25	\$ 17
5675 BEACH CONCESSION C	6626	\$ 618	5708	\$ 607	-918	-\$ 11
5674 BEACH WASHROOM SB (A)	17200	\$ 1,509	9480	\$ 949	-7720	-\$ 560
GUARD HOUSE (B)	17906	\$ 1,565	18062	\$ 1,722	156	\$ 157
PARKS SHED 4450 6TH	2954	\$ 304	3280	\$ 676	326	\$ 371
HERITAGE PK PWR 5861 BEACH	17070	\$ 1,533	17676	\$ 1,698	606	\$ 165
TURNER PARK	397	\$ 96	588	\$ 125	191	\$ 29
CEMETERY	3236	\$ 341	1986	\$ 254	-1251	-\$ 87
IRRIGATION CTL DESERT PINES	273	\$ 88	274	\$ 98	0	\$ 10
<b>PARKS SUB-TOTAL</b>	<b>89527</b>	<b>\$ 8,311</b>	<b>74735</b>	<b>\$ 8,052</b>	<b>-14792</b>	<b>-\$ 259</b>

Public Washrooms showed significant improvement in reduced electrical consumption in the Park system.

### **Natural Gas consumption**

Total natural gas consumption for 2010 was 1,212 GJ compared to 1,556 GJ for 2009 for a reduction of 22%. This resulted in a savings of \$5,123. Main reduction of natural gas consumption occurred in the following areas:

<b>BUILDINGS</b>	<b>2009 GJ</b>	<b>2009\$</b>	<b>2010 GJ</b>	<b>2010\$</b>	<b>'10-'09 GJ</b>	<b>'10-'09 \$</b>
MUNIC/FIREHALL 3RD S	265.7	\$ 3,537	168.2	\$ 2,232	-97.5	-\$ 1,305
COMM CTR 4450 6TH	465.1	\$ 6,096	408.3	\$ 5,068	-56.8	-\$ 1,028
PUB WORKS GRG	299.8	\$ 3,913	240.0	\$ 3,129	-59.8	-\$ 784
4TH ST PLACE	300.7	\$ 3,871	219.2	\$ 2,641	-81.4	-\$ 1,230
MUSEUM/PUB WR	74.2	\$ 1,236	60.4	\$ 1,036	-13.8	-\$ 200
TOURISM CTR	40.0	\$ 599	25.1	\$ 381	-14.9	-\$ 219
SWIM BAY CONCESSION	35.9	\$ 741	35.4	\$ 670	1.0	-\$ 71
POLICE STN	74.9	\$ 1,084	55.5	\$ 797	-19.4	-\$ 286
<b>BUILDINGS SUB-TOTAL</b>	<b>1556.4</b>	<b>21,077</b>	<b>1212.2</b>	<b>\$ 15,954</b>	<b>-342.7</b>	<b>-\$ 5,123</b>

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## Transportation Fuel Consumption

## **Agenda Item # 6I.**

<b>GASOLINE</b>	2009 ltrs	2009 \$	2010 ltrs	2010\$	10-'09 ltrs	10-'09 \$
FIRE/SEARCH	3893	\$ 3,961	3,160	\$ 3,503	(733)	\$ (458)
PUBLIC WORKS DEPARTMENT	37658	\$ 36,563	38,385	\$ 39,894	727	\$ 3,331
<b>TOTAL ALL FLEET</b>	<b>41551</b>	<b>\$ 40,524</b>	<b>41,545</b>	<b>\$ 43,397</b>	<b>(6)</b>	<b>\$ 2,873</b>
<b>DIESEL</b>	2009 ltrs	2009 \$	2010 ltrs	2010\$	10-'09 ltrs	10-'09 \$
FIRE/SEARCH	4458	\$ 4,304	5,640	\$ 5,777	1,182	\$ 1,473
PUBLIC WORKS DEPARTMENT	29176	\$ 26,897	25,759	\$ 27,032	(3,417)	\$ 135
<b>TOTAL ALL FLEET</b>	<b>33634</b>	<b>\$ 31,201</b>	<b>31399</b>	<b>\$ 32,809</b>	<b>(2,235)</b>	<b>\$ 1,608</b>

Total gasoline consumption for 2010 was 41,545 litres compared to 41,551 litres for 2009. Consumption remained approximately the same but the costs went up \$2,873 between 2009 and 2010.

Total diesel consumption for 2010 was 31,399 litres compared to 33,634 litres for 2009. Consumption decreased by 2,235 litres yet cost still rose between 2009 and 2010 by \$1,608.

### **Conclusion**

- The District has made positive progress over the measurable period from 2008 to 2010.
- There has been a reduction in energy used and associated GHG's for the years 2008, 2009 and 2010. Between 2009 and 2010 GHG's were reduced by 29.8 tCO<sub>2</sub>e (9%).
- There has been an overall reduction in energy costs even though the price per unit of energy increased in all energy sources except natural gas. Between 2009 and 2010 there was an overall savings of \$9,095.
- The largest increase in commodity prices was seen in gasoline and diesel. So, even though gasoline consumption remained constant between 2009/2010 and diesel consumption decreased by 2,235 litres overall costs increased by \$4,481.





**District of Peachland  
Committee of the Whole Report**

**To:** COTW  
**From:** Doug Pryde, Director of Finance  
**Date:** June 22, 2011  
**Subject:** 2010 Statement of Financial Information  
**Recommendation:** THAT the COTW recommends that Council approves the 2010 Statement of Financial Information.

**Implications of Recommendation:**

**General:** N/A  
**Organizational:** N/A  
**Financial:** N/A  
**Policy:** The 2010 Statement of Financial Information is in compliance with the Financial Information Act.

**BACKGROUND:**

Before June 30th of each year, the District's Statement of Financial Information must be approved by Council. The following must be included:

1. A statement of assets and liabilities, an operational statement, and a schedule of debts included in the District's financial statements;
2. A schedule of guarantee and indemnity agreements;
3. A schedule showing:
  - In respect of each elected official, listed separately by name and position, the total amount of remuneration and the total amount of expenses paid to or on behalf of;
  - In respect to each employee earning more than \$75,000 per year the total remuneration paid to the employee and the total amount paid for the employee's expenses;
  - A consolidated total of all remuneration paid to all other employees;
  - The total number of severance agreements and range of equivalent months compensation under which payment commenced during the fiscal year.
4. A schedule showing:
  - The total amount paid to each supplier of goods or services during the fiscal year that is greater than \$25,000, and,
  - A consolidated total of all other payments made to suppliers of goods or services during the fiscal year;
5. An approval of financial information.

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## ***Agenda Item # 6J.***

**REPORT/DOCUMENT:**

**Attached:** X

**Available:**

**Nil:**

2010 Statement of Financial Information.

**OPTIONS:**

COTW could choose to support the recommendation.

COTW could choose to not support the recommendation.

COTW could choose to refer this to staff for further information.

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***Agenda Item # 6J.***



**District of Peachland**

**2010 Statement of Financial Information**

CORPORATION OF THE DISTRICT OF PEACHLAND

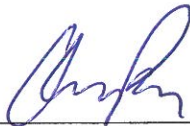
MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The external auditors, Grant Thornton Chartered Accountants, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of The Corporation of the District of Peachland:



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Douglas F. Pryde, CGA  
Director of Finance

Dated at Peachland, BC  
This 22nd day of June 2011

## Agenda Item # 6J.

### THE CORPORATION OF THE DISTRICT OF PEACHLAND STATEMENT OF FINANCIAL INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2010

Statement of Remuneration and Expenses paid to the Municipal Employees, Calendar Year 2010,  
per Financial Information Act, B.C. Reg 371/93, Section 6(2) (a), (b), (c) and (d), Section 6(6) and Section 6(8).

**1. SECTION: 6(2)(A) - Statement of Remuneration and Expenses paid to or on behalf of each elected official.**

<u>NAME</u>	<u>POSITION</u>	<u>REMUNERATION</u>	<u>EXPENSES</u>	<u>TOTAL</u>
Bell, Lindsay	Councillor	\$11,469	\$350	11,819
Broadway, Charlette	Councillor	2,103	0	2,103
Condon, Terry	Councillor	11,469	117	11,586
Fielding, Keith	Mayor	21,017	3,780	24,797
Fraser, Jean	Councillor	11,469	0	11,469
Hurd, Ernie	Councillor	4,137	0	4,137
Moberg, Vernon	Councillor	11,469	764	12,233
Schierbeck, Peter	Councillor	11,469	3,395	14,864
<b>Total</b>		<b>\$84,602</b>	<b>\$8,406</b>	<b>\$93,008</b>

**2. SECTION: 6(2)(B) - Statement of Remuneration and Expenses paid to or on behalf of each employee with remuneration exceeding \$75,000 in the year reported.**

Allin, Doug	Director of Operations	\$101,466	\$8,488	109,954
Lemke, Elsie	Chief Administrative Officer	129,211	6,187	135,398
Palmer, Polly	Director of Corporate Services	81,860	1,367	83,227
Pryde, Douglas	Director of Finance	93,985	5,481	99,466
Smith, David	Director of Development Services	89,996	6,916	96,912
Topham, Grant	Fire Chief	89,093	3,911	93,004
<b>Total</b>		<b>585,611</b>	<b>32,350</b>	<b>617,961</b>

**SECTION: 6(2)(C) - Consolidated Total to Other Employees.**

<b>Total</b>	<b>1,781,731</b>	<b>57,264</b>	<b>1,838,995</b>
<b>Total</b>		<b>\$2,367,342</b>	<b>\$89,614</b>
<b>Total</b>		<b>\$2,367,342</b>	<b>\$2,456,956</b>

**3. SECTION: 6(2)(D) - Reconciliation.**

Total remuneration - elected officials	\$84,602
Total remuneration - employees	2,367,342
Subtotal	2,451,944
Reconciling Items:	
Non-taxable benefits and bank time	460,403
GST/HST rebate on Council remuneration	-1,947
Subtotal	458,456
Total per Consolidated Financial Statements (Schedule 3)	2,910,400
<b>Variance</b>	<b>\$0</b>

**SECTION: 6(6)**

Lump Sum Share E.I. & CPP Remitted to the Receiver General of Canada (Employer's Share)	\$105,772
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**SECTION: 6(8) - Statement of Severance Agreements.**

Number of severance agreements: 0

Range of equivalent month's compensation represented by this severance agreement: N/A

## Agenda Item # 6J.

### SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES.

**1. SECTION: 7(1)(A) - Alphabetical list of suppliers who received aggregate payments exceeding \$25,000.**

Anderson Morgan	34,029
Aon Reed Stenhouse	40,119
Associated Engineering	52,348
BC Hydro & Power Authority	147,899
Brad Rustad and Sons contracting	104,627
Cantex Okanagan Construction Ltd.	3,310,123
City of Kelowna	47,633
Cumming Construction	56,766
Firestorm Quarries Ltd.	27,567
Fort Garry Fire Trucks Ltd.	161,524
Fred Surridge Ltd.	32,266
Golder Associates Ltd.	31,758
Grant Thornton LLP	28,429
Hayter Construction	294,906
ICBC	28,560
Interior Instrument Tech Services Ltd.	29,619
Interior Testing Services Ltd.	27,686
Jagdev Dhillon Development Corp	87,329
Jan Enns Communications	39,249
Kris Maier Enterprises Ltd.	47,526
Municipal Insurance Association of BC	53,520
No Fear Cleaning	57,708
O.K. Environmental Waste Systems Ltd.	303,449
Peachland View	39,368
Regional District of Central Okanagan	146,425
Runnalls Denby	41,924
Scott Excavating	176,315
Shoreline Pile Driving	38,602
Sierra Landscaping Ltd.	48,071
Skaha Ford Inc.	42,490
Spring Fuel Distributors Inc.	69,367
Steven Wynker Electrical	86,800
Telus	45,914
Terraarchaeology	87,479
Tony Wright Contracting	74,559
True Consulting Group	124,450
University of British Columbia	34,750
Urban Systems Ltd	752,376
Vadim Computer Management Group Ltd.	38,728
Westside Sales & Rentals (2007) Ltd.	28,432
Wishbone Industries Ltd.	99,568
Young Anderson	119,792
	<u>119,792</u>
	<u>\$7,140,050</u>

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## Agenda Item # 6J.

2. **SECTION: 7(1)(b) - Consolidated total paid to individuals for goods and services of less than \$25,000.**

\$647,836

3. **SECTION: 7(2)(B) - Total of payments to suppliers for grants and contributions exceeding \$25,000.**

Consolidated total of grants exceeding \$25,000	\$101,000
Consolidated total of contributions exceeding \$25,000	<u>0</u>
	<u>\$101,000</u>

4. **SECTION: 7(1)(C) - Reconciliation.**

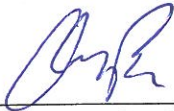
Total of aggregate payments exceeding \$25,000 paid to suppliers	\$7,140,050
Consolidated total of payments of \$25,000 or less paid to suppliers	647,836
Consolidated total of all grants and contributions exceeding \$25,000	101,000
Less Acquisition of tangible capital assets	<u>-5,382,205</u>
Total per Consolidated Financial Statements (Schedule 3)	<u>\$2,506,681</u>

**SECTION: 1(1)(d) - Schedule of Guarantee and Indemnity Agreements.**

This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

**Corporation of the District of Peachland  
Statement of Financial Information Approval**

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



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Douglas F. Pryde, CGA  
Director of Finance

Dated at Peachland, BC  
This 22nd day of June 2011

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Keith Fielding  
Mayor

Dated at Peachland, BC  
This        day of June 2011