



REGIONAL DISTRICT OF CENTRAL OKANAGAN
REGULAR BOARD MEETING
AGENDA

Thursday, February 11, 2021
Woodhaven Board Room
1450 K.L.O. Road, Kelowna, BC

Pages

1. CALL TO ORDER

Chair to acknowledge that this meeting is being held on the traditional territory of the syilx/Okanagan peoples.

In accordance with the most recent Provincial Health Officer Order regarding gatherings and events, the public is currently not permitted to attend Board meetings in-person.

As an open meeting, a live audio-video feed is being broadcast and recorded on rdco.com.

Roll Call

2. ADDITION OF LATE ITEMS

3. ADOPTION OF THE AGENDA

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the agenda be adopted.

4. ADOPTION OF MINUTES

4.1. **Regional Board Meeting Minutes - January 25, 2021**

1 - 3

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Regional Board meeting minutes of January 25, 2021 be adopted.

5. CORPORATE SERVICES

5.1. Fringe Area Planning Agreement 5-Yr Renewals

4 - 7

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Board receive for information, the Fringe Area Planning Agreement Renewal report from the Chief Administrative Officer dated February 1, 2021.

- 5.1.1. 2021-2025 Planning Services Agreement - RDCO & District of Peachland

8 - 15

(Custom Weighted Vote - Majority - Kelowna, West Kelowna, Lake Country, Electoral Area - excluding the District of Peachland)

Recommended Motion:

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the District of Peachland.

- 5.1.2. 2021-2025 Planning Services Agreement - RDCO & City of West Kelowna

16 - 23

(Custom Weighted Vote - Majority - Kelowna, Peachland, Lake Country, Electoral Areas - excluding City of West Kelowna)

Recommended Motion:

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the City of West Kelowna.

- 5.1.3. 2021-2025 Planning Services Agreement - RDCO & City of Kelowna

24 - 31

(Custom Weighted Vote - Majority - West Kelowna, Peachland, Lake Country, Electoral Areas - excluding City of Kelowna)

Recommended Motion:

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the City of Kelowna.

- 5.1.4. 2021-2025 Planning Services Agreement - RDCO & District of Lake Country

32 - 39

(Custom Weighted Vote - Majority - Kelowna, Peachland, West Kelowna, Electoral Areas - excluding District of Lake Country)

Recommended Motion:

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the District of Lake Country.

5.1.5. Authority to Execute the Planning Services Agreements

(All Directors - Weighted Vote - Majority - LGA 210.2)

Recommended Motion:

THAT the Board Chair and Chief Administrative Officer be authorized to execute the formal Planning Services Agreements dealing with Fringe Area Planning in the Electoral Area's with the District of Peachland, City of West Kelowna, City of Kelowna and District of Lake Country.

5.2. EDC - Economic Recovery Workshops Summary

40 - 45

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Economic Recovery Planning Workshops Summary Report from the Director of Economic Development and Bylaw Services dated February 11th, 2021 be received for information.

6. FINANCIAL SERVICES

6.1. Usage of the COVID-19 Safe Restart Grant for Local Governments

46 - 51

(All Directors - Weighted Vote - Majority - LGA 210)

Recommended Motion:

THAT the Regional Board approves the RDCO's 2020 Usage of the COVID-19 Safe Restart Grant for Local Governments in the amount of \$481,017.62 in accordance with the report presented February 11, 2021.

6.2. RDCO 2020-2024 Financial Plan Amending Bylaw No. 1474

52 - 99

1st, 2nd and 3rd Readings and Adoption

(All Directors - Weighted Vote - Majority - LGA 210/214 2/3)

Recommended Motion:

THAT Regional District of Central Okanagan 2020 – 2024 Financial Plan Amendment Bylaw No. 1474 be given first, second and third readings and adopted.

7. PARK SERVICES

7.1. Black Mountain-sntsk'il'ntən Regional Park - Proposed RDCO / Central Okanagan Land Trust

100 - 110

Covenant Registration and COLT Donation to Support Future Regional Park Acquisitions

Recommended Motion:

THAT the Regional Board approve and authorize it's signing officers to enter into a conservation covenant with the Central Okanagan Land Trust covering 309.31 acres (125.18 hectares) of Black Mountain - sntsk'il'ntən Regional Park identified as the N ½ of District Lot 4508, ODYD and the NW ¼ of Section 21, Township 27, ODYD.

8. NEW BUSINESS

8.1. UBCM Community Emergency Preparedness Fund Application - Emergency Social Services

111 - 113

(All Directors - Unweighted Corporate Vote- Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Regional Board supports submitting a \$25,000 grant application under the Union of BC Municipalities – CEPF for the region's Emergency Support Services program.

8.2. Rise and Report from the Governance & Services Committee Meeting

8.2.1. RDCO Parks Community Wildfire Protection Plan 2020

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT the Regional Board receive for information the 2020 RDCO Parks Community Wildfire Protection Plan.

9. DIRECTOR ITEMS

10. ADJOURN IN CAMERA

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

Recommended Motion:

THAT Pursuant to Section 90 (1)(k) of the Community Charter the Regional Board adjourn and convene to a closed to the public meeting - 'In Camera' session to discuss:

- negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the Regional Board, could reasonably be expected to harm the interests of the Regional District if they were held in public.

Minutes of the *REGIONAL BOARD MEETING* of the Regional District of Central Okanagan held at the Regional District offices, 1450 KLO Road, Kelowna, B.C. on Monday, January 25, 2021

Directors: J. Baker (District of Lake Country) *(attended electronically)*
M. Bartyik (Central Okanagan East Electoral Area)
C. Basran (City of Kelowna)
W. Carson (Central Okanagan West Electoral Area) *(attended electronically)*
M. DeHart (City of Kelowna)
M. Kent, alternate for C. Fortin (District of Peachland) *(attended electronically)*
G. Given (City of Kelowna)
C. Hodge (City of Kelowna) *(attended electronically)*
S. Johnston (City of West Kelowna) *(attended electronically)*
G. Milsom (City of West Kelowna) *(attended electronically)*
B. Sieben (City of Kelowna) *(attended electronically)*
L. Stack (City of Kelowna) *(attended electronically)*
L. Wooldridge (City of Kelowna) *(attended electronically)*
J. Coble (Westbank First Nation) *(attended electronically)*

Staff: B. Reardon, Chief Administrative Officer
T. Cashin, Director of Community Services
D. Dudzik, Senior Planner
J. Foster, Director of Communications & Information Services
T. Kendel, Manager of Engineering Services *(attended electronically)*
M. Rilkoff, Director of Financial Services *(attended electronically)*
M. Drouin, Manager-Corporate Services (recording secretary)

1. CALL TO ORDER

Chair Given called the meeting to order at 7:02 p.m.

The meeting is being held on the traditional territory of the syilx/Okanagan Peoples.

In accordance with the most recent Provincial Health Officer Order regarding gatherings and events, the public is currently not permitted to attend Board meetings in-person.

As an open meeting, a live audio-video feed is being broadcast and recorded on rdco.com.

2. ADDITION OF LATE ITEMS

There were no late items for the agenda.

3. ADOPTION OF THE AGENDA

(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)

#14/21 BARTYIK/STACK

THAT the agenda be adopted.

CARRIED Unanimously

4. ADOPTION OF MINUTES

- 4.1 Regional Board Meeting Minutes – January 14, 2021 *(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

#15/21 BAKER/DEHART

THAT the Regional Board meeting minutes of January 14, 2021 be adopted.

CARRIED Unanimously

5. CORPORATE SERVICES

- 5.1. Video Highlights - 4th Quarter 2020 *(All Directors - Unweighted Corporate Vote - Simple Majority - LGA 208.1)*

#16/21 BARTYIK/HODGE

THAT the video highlights of RDCO services during the 4th Quarter of 2020 be received.

CARRIED Unanimously

6. COMMUNITY SERVICES

- 6.1. Joe Rich Rural Land Use Bylaw No. 1195-24 - First Reading, for K. & P. Bartha, 8991 Highway 33E, Central Okanagan East Electoral Area - To permit a secondary suite be redesignating the subject property from SH-2 Small Holdings 2 to SH-2s Small Holdings 2 (Secondary Suite) *(Custom Vote - Electoral Area & Kelowna Fringe Area - 1 Director, 1 Vote, Simple Majority)*

Staff report outlined the application for a secondary suite within a single detached house. Staff reviewed the application. No opposition has been received from affected agencies or neighbouring property owners.

#17/21 BARTYIK/BASRAN

THAT Joe Rich Rural Land Use Amendment Bylaw No. 1195-24 for K. & P. Bartha located at 8991 Highway 33 E be given first reading;

AND FURTHER THAT scheduling of a Public Hearing for application RLUB-20-02 be withheld until such time that RDCO staff are in receipt of approval of the Controlled Access Permit from the Ministry of Transportation and Infrastructure.

CARRIED Unanimously

- 6.2. Zoning Amendment Bylaw No. 871-264 - First Reading, for M. Basra, adjacent to Old Vernon Road and Black Road, Central Okanagan East Electoral Area - to permit a secondary suite by rezoning the subject property from A1 Agricultural to A1s Agricultural (Secondary Suite) (*Custom Vote - Electoral Areas and Kelowna Fringe Area - 1 Director, 1 Vote, Simple Majority*)

Staff report outlined the application for a secondary suite within a single detached house. Staff reviewed the application. To date, one notice of opposition has been received from a neighbouring property owner. Staff reviewed the covenant requirements.

#18/21

BARTYIK/STACK

THAT Zoning Amendment Bylaw No. 871-264 for M. Basra located at Lot 1, District Lot 121, ODYD, Plan 15442, be given first reading;

AND FURTHER THAT scheduling of a Public Hearing for application Z20/06 be withheld until such time that a covenant has been registered on title recognizing the location of the subject property within an area that is actively farmed and subject to various disturbances resulting from normal farm operations.

CARRIED Unanimously

6. NEW BUSINESS

No new business.

7. DIRECTOR ITEMS

- Chair Given noted that the Economic Development Commission did a webinar last week introducing a new program – OK GO campaign. Information is available on RDCO's website and a print asset is available for those interested.

8. ADJOURN

There being no further business the meeting was adjourned at 7:26 p.m.

CERTIFIED TO BE TRUE AND CORRECT

G. Given (Chair)

Brian Reardon (Chief Administrative Officer)



Regional Board Report

TO: Regional Board

FROM: Brian Reardon
CAO

DATE: February 1, 2021

SUBJECT: RDCO Fringe Area Planning Agreement Renewals

Voting Entitlement: *Custom Voting -Varies*

Purpose: To consider renewal of the existing Fringe Area Planning Agreements.

Executive Summary:

For the past five (5) years, the member Municipalities within the Regional District of Central Okanagan have voted on Electoral Area Planning matters that fall within the boundaries defined in their respective Fringe Area Planning Agreements. Earlier this year, all of the jurisdictions including the Electoral Areas, indicated they supported, in principle, the renewal of these Fringe Area Planning Agreements using the same terms, conditions, and boundaries as before, for a further five-year term.

Our office has recently received Council Resolutions from all four member Municipalities authorizing their respective signing officers to enter into the associated RDCO Fringe Area Planning Agreement attached to this report.

It is now in order for the Regional District to bring forward a report seeking similar Board approval authorizing the RDCO signing officers to execute the four Fringe Area Planning Agreements with the District of Peachland, City of West Kelowna, City of Kelowna, and District of Lake Country, attached to this report.

RECOMMENDATION #1: *(All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1)*

THAT the Board receive for information, the Fringe Area Planning Agreement Renewal report from the Chief Administrative Officer dated February 1, 2021.

RECOMMENDATION #2 *(Custom Weighted Vote – Kelowna, West Kelowna, Lake Country, Electoral Areas – excluding the District of Peachland)*

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the District of Peachland.

RECOMMENDATION #3 (*Custom Weighted Vote – Kelowna, Peachland, Lake Country, Electoral Areas – excluding the City of West Kelowna*)

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the City of West Kelowna.

RECOMMENDATION #4 (*Custom Weighted Vote – West Kelowna, Peachland, Lake Country, Electoral Areas – excluding the City of Kelowna*)

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the City of Kelowna

RECOMMENDATION #5 (*Custom Weighted Vote – Kelowna, Peachland, West Kelowna, Electoral Areas – excluding the District of Lake Country*)

THAT the Regional Board approve the five-year (January 1, 2021-December 31, 2025) Planning Services Agreement between the Regional District and the District of Lake Country.

RECOMMENDATION #6 (*All Directors – Weighted Corporate Vote – Simple Majority – LGA 210.2*)

THAT the Board Chair and Chief Administrative Officer be authorized to execute the formal Planning Services Agreements dealing Fringe Area Planning in the Electoral Area's with the District of Peachland, City of West Kelowna, City of Kelowna and District of Lake Country.

Respectfully Submitted:



Brian Reardon, CAO

Background:

For the past five (5) years, the member Municipalities within the Regional District of Central Okanagan have voted on Electoral Area Planning matters that fall within the boundaries defined in their respective Fringe Area Planning Agreements. "Fringe Area Planning" refers to the system developed that gives municipalities adjacent to and within a regional district the ability to influence land use planning decisions in those areas outside of their boundaries where the municipalities deem they have an interest. Typically, those lands are those directly abutting or are nearby.

Fringe Area Planning recognizes that land use planning decisions made at the Regional District level can have a significant impact on municipal services and infrastructure such as utilities, transportation, as well as viewscales and environmental impacts caused by development.

Where a municipality chooses to “fringe” an area, municipal staff receive referrals for land use planning matters in the agreed upon areas, and municipal Directors at the Board table are permitted to vote on such matters. Land use planning matters includes consideration of such issues as:

- Official Community Plans and amendments made thereto;
- Rural Land Use Bylaws and amendments made thereto;
- Zoning Bylaws and amendments made thereto;
- Land Use Permits such as Development Variance Permits and Temporary Use Permits.

Without Fringe Area Planning, Municipal Directors would be ineligible to vote on these matters.

For further clarity, all municipal Directors are eligible to vote on Regional Planning matters regardless of whether or not they have voting privileges under a Fringe Area Planning Agreement. Regional Planning includes such matters as Crown Land referrals, Agricultural Land Reserve referrals, Regional Growth Strategy matters and protection of the natural environment.

Discussion:

Earlier this year, all of the jurisdictions including the Electoral Areas, indicated they supported, in principle, the renewal of these Fringe Area Planning Agreements using the same terms, conditions, and boundaries as before, for a further five-year term (January 1, 2021 to December 31, 2025).

The proposed renewal, including a map of the fringe planning areas for the District of Peachland, City of West Kelowna, City of Kelowna, and District of Lake Country, are attached to this report.

Recently, our office has received copies of Council Resolutions from all four member Municipalities authorizing their respective signing officers to enter into the RDCO Fringe Area Planning Agreement for their respective jurisdiction.

Now would be an appropriate time to bring forward a staff report seeking Board approval that authorizes the RDCO signing officers to execute the four RDCO Fringe Area Planning Agreements with the District of Peachland, City of West Kelowna, City of Kelowna, and District of Lake Country, attached to this report.

Custom Voting rules apply to this matter that has all but the representatives from the jurisdiction associated with the agreement in question voting on the matter. The legal premise is that the Directors from the Municipality to which the Agreement applies should not be voting on their own agreement. For this reason, each agreement will be voted on separately.

Financial Considerations:

The table below summarizes the costs of Electoral Area Planning for each jurisdiction for the past five years:

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Kelowna	196,488	165,531	158,809	165,393	177,141
Peachland	2,866	2,341	2,375	2,296	2,488
Lake Country	4,347	3,692	3,532	3,140	3,529
West Kelowna	40,740	33,103	33,424	31,911	35,066
COW	224,202	182,481	183,497	177,743	193,970
COE	67,466	56,999	54,518	41,738	52,481
	536,109	444,147	436,155	422,221	464,675

These costs are formula based and include variables such as ratio of parcels within each fringe area, ratio of votes at the table, number of Directors from each jurisdiction, and total cost of electoral area planning apportioned to each electoral area. Because these variables are fairly constant so are the costs to the jurisdictions.

Conclusion:

The renewal of the Fringe Area Planning Agreements will ensure the continuation of appropriate municipal voting entitlement in the Electoral Areas under a formal framework and cost sharing arrangement that complies with current legislation.

- Attachment(s): - RDCO – Peachland FPA Part 14 Agreement 2021-2025
 - RDCO – West Kelowna FPA Part 14 Agreement 2021-2025
 - RDCO – Kelowna FPA Part 14 Agreement 2021-2025
 - RDCO – Lake Country FPA Part 14 Agreement 2021-2025

PLANNING SERVICES AGREEMENT

January 1, 2021 – December 31, 2025

BETWEEN:

REGIONAL DISTRICT OF CENTRAL OKANAGAN

1450 KLO Road
Kelowna, BC, V1W 3Z4

(the “**Regional District**”)

AND

DISTRICT OF PEACHLAND

5806 Beach Avenue
Peachland, BC, V0H 1X7

(the “**Municipality**” or “**Peachland**”)

WHEREAS

A. The Regional District is currently comprised of the following four member municipalities and two electoral areas:

- City of Kelowna;
- District of Peachland;
- District of Lake Country;
- City of West Kelowna;
- Central Okanagan West Electoral Area; and
- Central Okanagan East Electoral Area.

Westbank First Nation Council has a representative on the Regional District Board in a non-voting capacity.

B. The Regional District has provided planning services to its electoral areas since 1969, including under current Part 14 of the *Local Government Act* RS2015 (the “**Act**” or “**LGA**”);

C. For the calendar years 2016 to 2020 inclusive, the Municipality has participated and contributed in part for certain portions of the Electoral Areas in Regional District Electoral Area Planning, as set out in accordance with the District of Peachland 2016-2020 Planning Services Agreement. Going forward, the Municipality wishes to renew its participation and contribute in part for certain portions of the Electoral Areas, as set out in accordance with this agreement.

- D. The Regional District and its member municipalities, including the Municipality, have sought to divide the Electoral Areas into the Fringe Planning Areas (the “**FPA**”);
- E. The Regional District and Municipality hereby agree as to the following framework for voting, cost allocations and other terms and conditions regarding Electoral Area Planning Services and the FPA in accordance with the Act (the “**Agreement**”).

NOW THEREFORE in consideration of the mutual promises set out in this Agreement, the Regional District and the Municipality agree as follows, including pursuant to section 381 of the LGA:

PART A – BACKGROUND & TERM

1. APPLICATION AND INTERPRETATION

1.1. The following Schedule is attached to and forms part of this Agreement:

- (a) Schedule “A” – Fringe Planning Areas

1.2. In this Agreement:

- (a) “**FPA**” or “**Fringe Planning Area**” means the lands within the geographic area of the RDCO Electoral Areas shown highlighted and in bold outline on Schedule “A”;
- (b) “**Part 14**” means Part 14 *Planning and Land Use Management* of the *Local Government Act*;
- (c) “**Planning Services**” means Regional Planning Services and Community Planning Services, whereby for the purposes of this Agreement:
 - (i) “**Community Planning Services**” (“**Com**”) means all Part 14 matters including, but not limited to, Official Community Plans, Rural Land Use Bylaws, Zoning Bylaws, Development Variance Permits, Subdivisions, Temporary Use Permits, and Land Use Contracts.
 - (ii) “**Regional Planning Services**” (“**Reg**”) means matters pertaining to the Regional Growth Strategy, Crown Land Referrals, Resource Extraction Referrals, and Agricultural Land Reserve Referrals.

1.3. The following interpretation rules apply to this Agreement:

- (a) Unless otherwise provided, the terms in this Agreement are interpreted in accordance with the Regional District’s bylaws.

- (b) The headings and captions are for convenience only and do not form a part of this Agreement and will not be used to interpret, define or limit the scope, extent or intent of this Agreement or any of its provisions.
 - (c) The word "including" when following any general term or statement is not to be construed as limiting the general term or statement to the specific items or matters set forth or to similar terms or matters but rather as permitting it to refer to other items or matters that could reasonably fall within its scope.
 - (d) A reference to currency means Canadian currency.
 - (e) A reference to a statute includes every regulation made pursuant thereto, all amendments to the statute or to any such regulation in force from time to time, and any statute or regulation that supplements or supersedes such statute or any such regulation.
 - (f) A reference to time or date is to the local time or date in Kelowna, British Columbia.
 - (g) Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.
 - (h) A reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice evidenced with the signature of a authorized representative of the local government.
 - (i) A reference to a section means a Section of this Agreement, unless a specific reference is provided to a statute.
- 1.4. This Agreement is construed in accordance with and governed by the laws applicable in the Province of British Columbia.

2. TERM AND TERMINATION

- 2.1. The parties acknowledge that this Agreement commences on January 1, 2021, and continues for 5 years until December 31, 2025, unless, in accordance with the Act, the Municipality withdraws from the FPA Agreement by written notice that it intends to participate fully in Electoral Area Planning Services and will cost-share its full allocation.
- 2.2. If not renewed, opt-out notice given or other arrangements made in accordance with the Act, then the Municipality will participate fully in Electoral Area Planning Services in 2026.

PART B – FRINGE PLANNING AREAS

3. GEOGRAPHIC EXTENT OF FPAS

3.1. Since the 2007 incorporation of the District of West Kelowna (now City), the Regional District has been comprised of the following four member municipalities and two electoral areas:

- (a) City of Kelowna;
- (b) District of Peachland;
- (c) District of Lake Country;
- (d) City of West Kelowna;
- (e) Central Okanagan West Electoral Area; and
- (f) Central Okanagan East Electoral Area.

3.2. For the purposes of the provision, cost-sharing and voting arrangements on Planning Services, the Municipality will only participate with respect to lands within the FPAs of the Regional District's Electoral Areas shown on Schedule "A", and labeled as:

- (a) Within the Regional District's Central Okanagan West Electoral Area:
 - (i) Peachland and West Kelowna; and
- (b) No portion of the Regional District's Central Okanagan East Electoral Area.

("Peachland's FPA")

4. MUNICIPALITY'S VOTING ENTITLEMENT IN FPAS AND EAS

4.1. For its voting entitlement, the Municipality is entitled to:

- (a) No votes on Community Planning Services for lands in portions of the Electoral Areas not located within Peachland's FPA;
- (b) One vote for each of its Directors on the respective Regional Planning Services and Community Planning Services in Peachland's FPA; and
- (c) Despite the above, with respect to Official Community Plans, Zoning Bylaws and Rural Land Use Bylaws within the Electoral Area which regulate lands both within and outside a Peachland FPA, then:
 - (i) One vote for each of its Directors on:
 - (A) General amendments (including repeal and new OCP's, Zoning Bylaws, and Rural Land Use Bylaws); and
 - (B) Site-specific amendments for lands located within a Peachland FPA;

- (ii) No votes for site-specific amendments for lands located outside a Peachland FPA.
- 4.2. At the time of execution of this Agreement, it is acknowledged that Peachland has one (1) Director on the Regional District Board and therefore has one (1) vote.
- 4.3. For clarity, should the number of Directors change during the term of this agreement then the number of votes would change correspondingly along with the cost sharing amounts based on the formula in Section 5 below.

5. MUNICIPAL COST-SHARING AMOUNT FOR FPAs

- 5.1. The Municipality's cost-sharing is determined by the following formula, as calculated by Regional District staff:

Total Cost of Electoral Area Planning apportioned to each Electoral Area
multiplied by
the Ratio of Land Parcels within the FPA Boundary
multiplied by
the Ratio of Votes at the Board Table
equals
the Municipal Cost Sharing Amount.

- 5.2. By way of estimation only for 2021, it is anticipated Peachland's annual share of costs will be approximately \$2,296.

PART C – GENERAL

- 6. NOTICE: Any notice permitted or required by this Agreement to be given to either party must be given to that party at the address set out above, to the attention of the Corporate Officer, or to any other address of which the party has given the other party notice in writing expressly for the purposes of this Agreement.
- 7. NO DEROGATION OF POWERS: Except as expressly set out in this Agreement, nothing in this Agreement prejudices or affects the rights and powers of the Regional District or the Municipality in the exercise of its powers, duties or functions under the *Community Charter* or the LGA or any of its bylaws.

- 8. ASSIGNMENT:** This Agreement may not be assigned.
- 9. AMENDMENT:** No amendment to this Agreement is effective unless it is made in writing and is duly executed by all parties.
- 10. WAIVER:**
- (a) No provision of this agreement is to be considered to have been waived by a party unless the waiver is expressed in writing by the party.
 - (b) The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.
- 11. ENTIRE AGREEMENT:**
- (a) This Agreement contains the entire agreement and understanding of the parties with respect to the matters contemplated by this Agreement and supersedes all prior and contemporaneous agreements between them with respect to such matters.
 - (b) No representations, warranties or conditions, express or implied, oral or otherwise, have been made other than those expressed in this Agreement.
- 12. SURVIVAL:** All representations and warranties set forth in this Agreement and all provisions of this Agreement, the full performance of which is not required prior to a termination of this Agreement, survive any such termination and will be fully enforceable thereafter.
- 13. SEVERABILITY:** Each article of this Agreement is severable. If any provision of this Agreement is held to be illegal or invalid by a court of competent jurisdiction, the provision may be severed and the illegality or invalidity must not affect the validity of the remainder of this Agreement.
- 14. COUNTERPART:** This Agreement may be executed in counterpart with the same effect as if both parties had signed the same document. Each counterpart is deemed to be an original. All counterparts are construed together and constitute one and the same Agreement.

IN WITNESS WHEREOF the parties have set their hands and seals, with the last Date of Execution being the day at which this Agreement is entered into and operative:

REGIONAL DISTRICT OF CENTRAL OKANANGAN

by its authorized signatories

Gail Given, Board Chair

Brian Reardon, CAO

Date of Execution

DISTRICT OF PEACHLAND

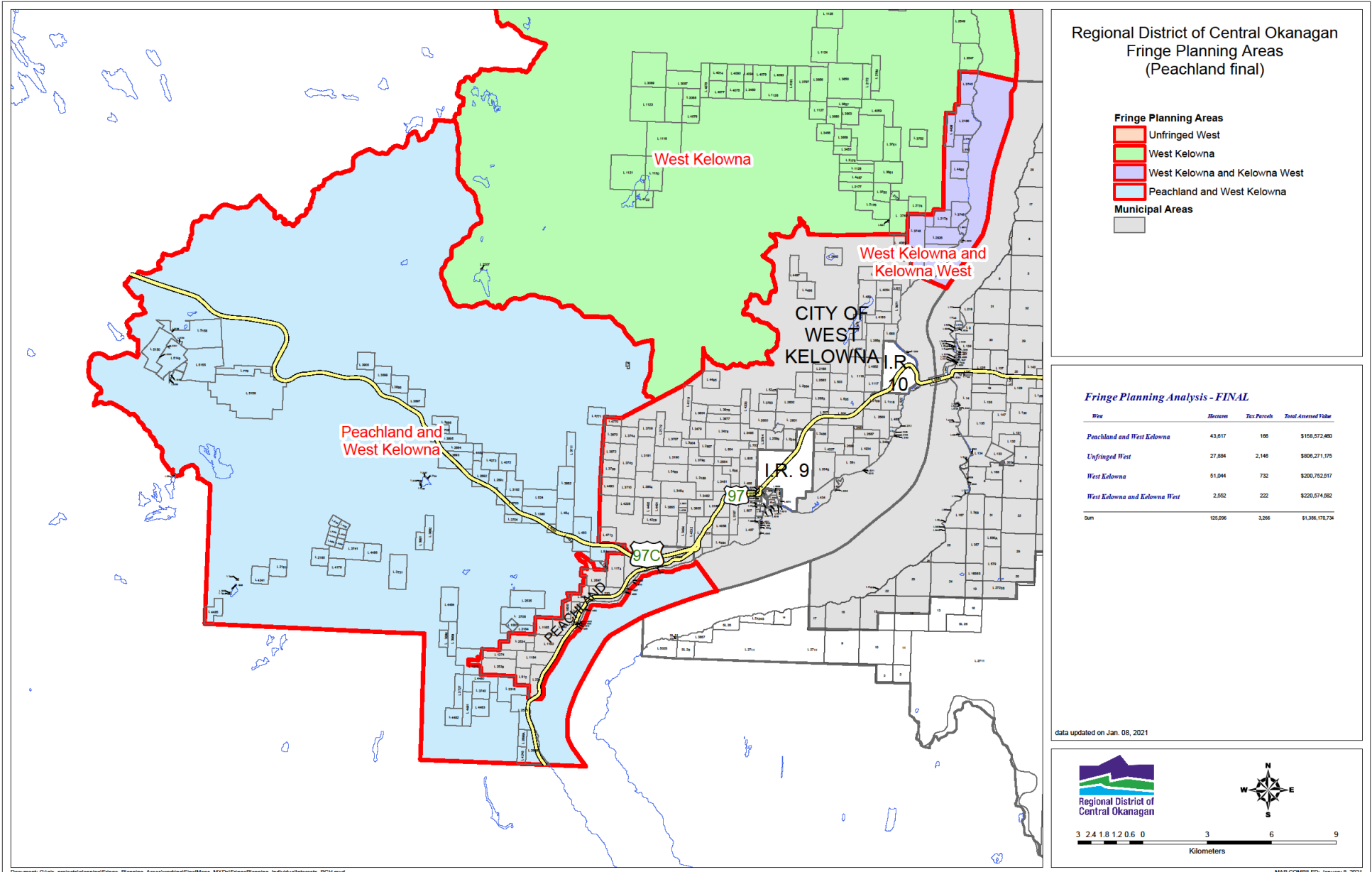
by its authorized signatories

Cindy Fortin, Mayor

Joe Mitchell, CAO

Date of Execution

SCHEDULE "A" FRINGE PLANNING AREAS



PLANNING SERVICES AGREEMENT

January 1, 2021 – December 31, 2025

BETWEEN:

REGIONAL DISTRICT OF CENTRAL OKANAGAN

1450 KLO Road
Kelowna, BC, V1W 3Z4

(the “**Regional District**”)

AND

CITY OF WEST KELOWNA

2760 Cameron Road
West Kelowna, BC, V1Z 2T6

(the “**Municipality**” or “**West Kelowna**”)

WHEREAS

A. The Regional District is currently comprised of the following four member municipalities and two electoral areas:

- City of Kelowna;
- District of Peachland;
- District of Lake Country;
- City of West Kelowna;
- Central Okanagan West Electoral Area; and
- Central Okanagan East Electoral Area.

Westbank First Nation Council has a representative on the Regional District Board in a non-voting capacity.

B. The Regional District has provided planning services to its electoral areas since 1969, including under current Part 14 of the *Local Government Act* RS2015 (the “**Act**” or “**LGA**”);

C. For the calendar years 2016 to 2020 inclusive, the Municipality has participated and contributed in part for certain portions of the Electoral Areas in Regional District Electoral Area Planning, as set out in accordance with the City of West Kelowna 2016-2020 Planning Services Agreement. Going forward, the Municipality wishes to renew its participation and contribute in part for certain portions of the Electoral Areas, as set out in accordance with this agreement;

- D. The Regional District and its member municipalities, including the Municipality, have sought to divide the Electoral Areas into the Fringe Planning Areas (the “**FPA**”);
- E. The Regional District and Municipality hereby agree as to the following framework for voting, cost allocations and other terms and conditions regarding Electoral Area Planning Services and the FPA in accordance with the Act (the “**Agreement**”).

NOW THEREFORE in consideration of the mutual promises set out in this Agreement, the Regional District and the Municipality agree as follows, including pursuant to section 381 of the **LGA**:

PART A – BACKGROUND & TERM

1. APPLICATION AND INTERPRETATION

1.1. The following Schedule is attached to and forms part of this Agreement:

- (a) Schedule “A” – Fringe Planning Areas

1.2. In this Agreement:

- (a) “**FPA**” or “**Fringe Planning Area**” means the lands within the geographic area of the RDCO Electoral Areas shown highlighted and in bold outline on Schedule “A”;
- (b) “**Part 14**” means Part 14 *Planning and Land Use Management* of the *Local Government Act*;
- (c) “**Planning Services**” means Regional Planning Services and Community Planning Services, whereby for the purposes of this Agreement:
 - (i) “**Community Planning Services**” (“**Com**”) means all Part 14 matters including, but not limited to, Official Community Plans, Rural Land Use Bylaws, Zoning Bylaws, Development Variance Permits, Subdivisions, Temporary Use Permits, and Land Use Contracts.
 - (ii) “**Regional Planning Services**” (“**Reg**”) means matters pertaining to the Regional Growth Strategy, Crown Land Referrals, Resource Extraction Referrals, and Agricultural Land Reserve Referrals.

1.3. The following interpretation rules apply to this Agreement:

- (a) Unless otherwise provided, the terms in this Agreement are interpreted in accordance with the Regional District’s bylaws.

- (b) The headings and captions are for convenience only and do not form a part of this Agreement and will not be used to interpret, define or limit the scope, extent or intent of this Agreement or any of its provisions.
- (c) The word "including" when following any general term or statement is not to be construed as limiting the general term or statement to the specific items or matters set forth or to similar terms or matters but rather as permitting it to refer to other items or matters that could reasonably fall within its scope.
- (d) A reference to currency means Canadian currency.
- (e) A reference to a statute includes every regulation made pursuant thereto, all amendments to the statute or to any such regulation in force from time to time, and any statute or regulation that supplements or supersedes such statute or any such regulation.
- (f) A reference to time or date is to the local time or date in Kelowna, British Columbia.
- (g) Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.
- (h) A reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice evidenced with the signature of a authorized representative of the local government.
- (i) A reference to a section means a Section of this Agreement, unless a specific reference is provided to a statute.

1.4. This Agreement is construed in accordance with and governed by the laws applicable in the Province of British Columbia.

2. TERM AND TERMINATION

- 2.1. The parties acknowledge that this Agreement commences on January 1, 2021, and continues for 5 years until December 31, 2025, unless, in accordance with the Act, the Municipality withdraws from the FPA Agreement by written notice that it intends to participate fully in Electoral Area Planning Services and will cost-share its full allocation.
- 2.2. If not renewed, opt-out notice given or other arrangements made in accordance with the Act, then the Municipality will participate fully in Electoral Area Planning Services in 2026.

PART B – FRINGE PLANNING AREAS

3. GEOGRAPHIC EXTENT OF FPAs

3.1. Since the 2007 incorporation of the District of West Kelowna (now City), the Regional District has been comprised of the following four member municipalities and two electoral areas:

- (a) City of Kelowna;
- (b) District of Peachland;
- (c) District of Lake Country;
- (d) City of West Kelowna;
- (e) Central Okanagan West Electoral Area; and
- (f) Central Okanagan East Electoral Area.

3.2. For the purposes of the provision, cost-sharing and voting arrangements on Planning Services, the Municipality will only participate with respect to lands within the FPAs of the Regional District's Electoral Areas shown on Schedule "A", and labeled as:

- (a) Within the Regional District's Central Okanagan West Electoral Area:
 - (i) Proposed West Kelowna;
 - (ii) Peachland and West Kelowna;
 - (iii) Proposed West Kelowna and Kelowna West; and
- (b) No portion of the Regional District's Central Okanagan East Electoral Area.

(collectively "**West Kelowna's FPAs**")

4. MUNICIPALITY'S VOTING ENTITLEMENT IN FPAs AND EAs

4.1. For its voting entitlement, the Municipality is entitled to:

- (a) No votes on Community Planning Services for lands in portions of the Electoral Areas not located within West Kelowna's FPAs;
- (b) One vote for each of its Directors on the respective Regional Planning Services and Community Planning Services in each of West Kelowna's FPAs; and
- (c) Despite the above, with respect to Official Community Plans, Zoning Bylaws and Rural Land Use Bylaws within the Electoral Area which regulate lands both within and outside a West Kelowna FPA, then:
 - (i) One vote for each of its Directors on:
 - (A) General amendments (including repeal and new OCP's, Zoning Bylaws, and Rural Land Use Bylaws); and

- (B) Site-specific amendments for lands located within a West Kelowna FPA;
 - (ii) No votes for site-specific amendments for lands located outside a West Kelowna FPA.
- 4.2. At the time of execution of this Agreement, it is acknowledged that West Kelowna has two (2) Directors on the Regional District Board and therefore has two (2) votes.
- 4.3. For clarity, should the number of Directors change during the term of this agreement then the number of votes would change correspondingly along with the cost sharing amounts based on the formula in Section 5 below.

5. MUNICIPAL COST-SHARING AMOUNT FOR FPAs

- 5.1. The Municipality's cost-sharing is determined by the following formula, as calculated by Regional District staff:

Total Cost of Electoral Area Planning apportioned to each Electoral Area
multiplied by
the Ratio of Land Parcels within the FPA Boundary
multiplied by
the Ratio of Votes at the Board Table
equals
the Municipal Cost Sharing Amount.

- 5.2. By way of estimation only for 2021, it is anticipated West Kelowna's annual share of costs will be approximately \$35,020.

PART C – GENERAL

- 6. NOTICE: Any notice permitted or required by this Agreement to be given to either party must be given to that party at the address set out above, to the attention of the Corporate Officer, or to any other address of which the party has given the other party notice in writing expressly for the purposes of this Agreement.
- 7. NO DEROGATION OF POWERS: Except as expressly set out in this Agreement, nothing in this Agreement prejudices or affects the rights and powers of the Regional District or the Municipality in the exercise of its powers, duties or functions under the *Community Charter* or the LGA or any of its bylaws.

- 8. ASSIGNMENT:** This Agreement may not be assigned.
- 9. AMENDMENT:** No amendment to this Agreement is effective unless it is made in writing and is duly executed by all parties.
- 10. WAIVER:**
- (a) No provision of this agreement is to be considered to have been waived by a party unless the waiver is expressed in writing by the party.
 - (b) The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.
- 11. ENTIRE AGREEMENT:**
- (a) This Agreement contains the entire agreement and understanding of the parties with respect to the matters contemplated by this Agreement and supersedes all prior and contemporaneous agreements between them with respect to such matters.
 - (b) No representations, warranties or conditions, express or implied, oral or otherwise, have been made other than those expressed in this Agreement.
- 12. SURVIVAL:** All representations and warranties set forth in this Agreement and all provisions of this Agreement, the full performance of which is not required prior to a termination of this Agreement, survive any such termination and will be fully enforceable thereafter.
- 13. SEVERABILITY:** Each article of this Agreement is severable. If any provision of this Agreement is held to be illegal or invalid by a court of competent jurisdiction, the provision may be severed and the illegality or invalidity must not affect the validity of the remainder of this Agreement.
- 14. COUNTERPART:** This Agreement may be executed in counterpart with the same effect as if both parties had signed the same document. Each counterpart is deemed to be an original. All counterparts are construed together and constitute one and the same Agreement.

IN WITNESS WHEREOF the parties have set their hands and seals, with the last Date of Execution being the day at which this Agreement is entered into and operative:

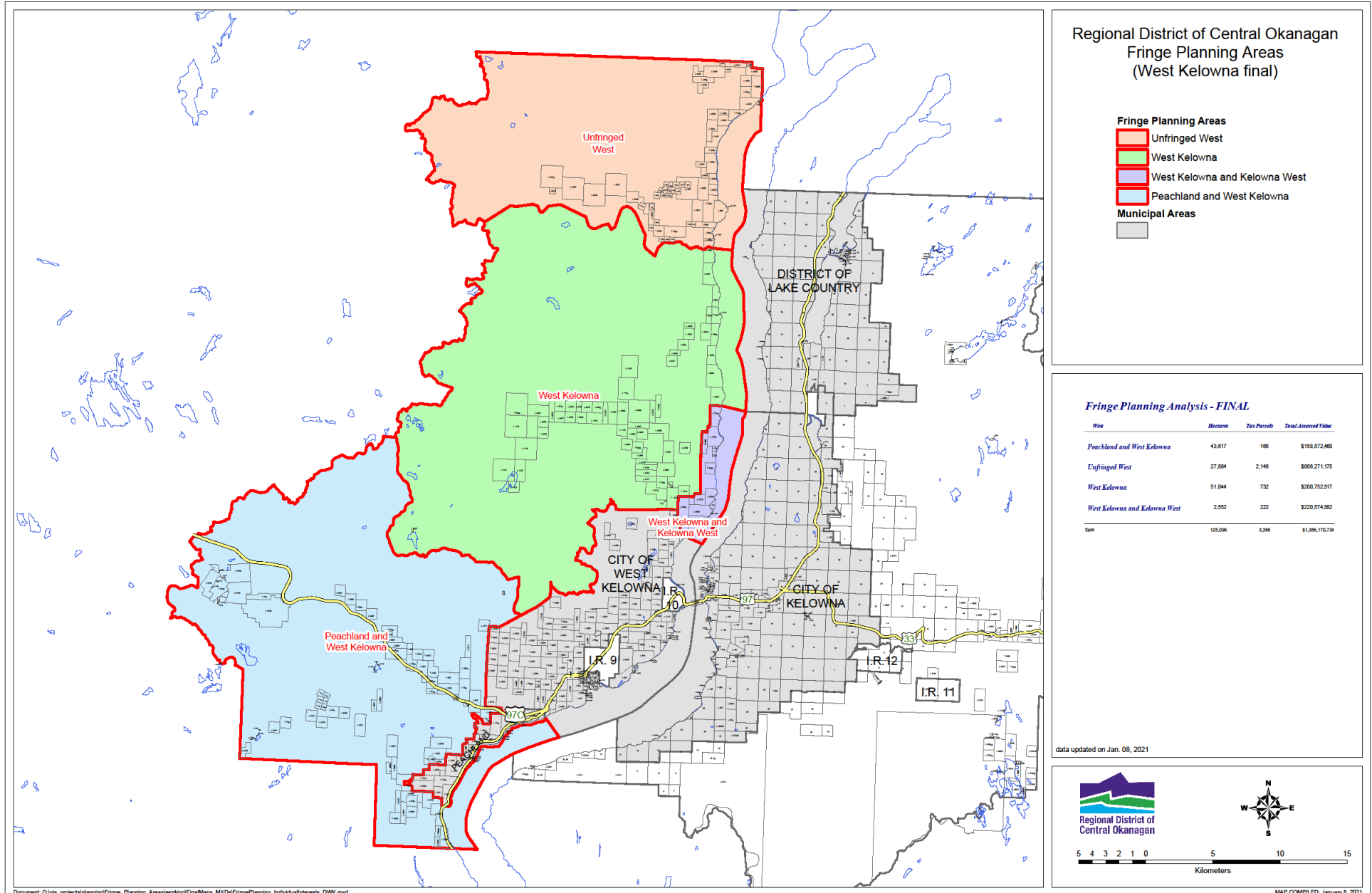
REGIONAL DISTRICT OF CENTRAL OKANANGAN

by its authorized signatories)	
)	
)	
_____)	
Gail Given, Board Chair)	
)	_____
)	Date of Execution
)	
_____)	
Brian Reardon, CAO)	

CITY OF WEST KELOWNA

by its authorized signatories)	
)	
)	
_____)	
Gord Milsom, Mayor)	
)	_____
)	Date of Execution
)	
_____)	
Paul Gipps, CAO)	

SCHEDULE "A" FRINGE PLANNING AREAS



PLANNING SERVICES AGREEMENT

January 1, 2021 – December 31, 2025

BETWEEN:

REGIONAL DISTRICT OF CENTRAL OKANAGAN

1450 KLO Road
Kelowna, BC, V1W 3Z4

(the “**Regional District**”)

AND

CITY OF KELOWNA

1435 Water Street
Kelowna, BC, V1Y 1J4

(the “**Municipality**” or “**Kelowna**”)

WHEREAS

A. The Regional District is currently comprised of the following four member municipalities and two electoral areas:

- City of Kelowna;
- District of Peachland;
- District of Lake Country;
- City of West Kelowna;
- Central Okanagan West Electoral Area; and
- Central Okanagan East Electoral Area.

Westbank First Nation Council has a representative on the Regional District Board in a non-voting capacity.

B. The Regional District has provided planning services to its electoral areas since 1969, including under current Part 14 of the *Local Government Act* RS2015 (the “**Act**” or “**LGA**”);

C. For the calendar years 2016 to 2020 inclusive, the Municipality has participated and contributed in part for certain portions of the Electoral Areas in Regional District Electoral Area Planning, as set out in accordance with the City of Kelowna 2016-2020 Planning Services Agreement. Going forward, the Municipality wishes to renew its participation and contribute in part for certain portions of the Electoral Areas, as set out in accordance with this agreement;

- D. The Regional District and its member municipalities, including the Municipality, have sought to divide the Electoral Areas into the Fringe Planning Areas (the “**FPA**”);
- E. The Regional District and Municipality hereby agree as to the following framework for voting, cost allocations and other terms and conditions regarding Electoral Area Planning Services and the FPA in accordance with the Act (the “**Agreement**”).

NOW THEREFORE in consideration of the mutual promises set out in this Agreement, the Regional District and the Municipality agree as follows, including pursuant to section 381 of the LGA:

PART A – BACKGROUND & TERM

1. APPLICATION AND INTERPRETATION

1.1. The following Schedule is attached to and forms part of this Agreement:

- (a) Schedule “A” – Fringe Planning Areas

1.2. In this Agreement:

- (a) “**FPA**” or “**Fringe Planning Area**” means the lands within the geographic area of the RDCO Electoral Areas shown highlighted and in bold outline on Schedule “A”;
- (b) “**Part 14**” means Part 14 *Planning and Land Use Management* of the *Local Government Act*;
- (c) “**Planning Services**” means Regional Planning Services and Community Planning Services, whereby for the purposes of this Agreement:
 - (i) “**Community Planning Services**” (“**Com**”) means all Part 14 matters including, but not limited to, Official Community Plans, Rural Land Use Bylaws, Zoning Bylaws, Development Variance Permits, Subdivisions, Temporary Use Permits, and Land Use Contracts.
 - (ii) “**Regional Planning Services**” (“**Reg**”) means matters pertaining to the Regional Growth Strategy, Crown Land Referrals, Resource Extraction Referrals, and Agricultural Land Reserve Referrals.

1.3. The following interpretation rules apply to this Agreement:

- (a) Unless otherwise provided, the terms in this Agreement are interpreted in accordance with the Regional District’s bylaws.

- (b) The headings and captions are for convenience only and do not form a part of this Agreement and will not be used to interpret, define or limit the scope, extent or intent of this Agreement or any of its provisions.
 - (c) The word "including" when following any general term or statement is not to be construed as limiting the general term or statement to the specific items or matters set forth or to similar terms or matters but rather as permitting it to refer to other items or matters that could reasonably fall within its scope.
 - (d) A reference to currency means Canadian currency.
 - (e) A reference to a statute includes every regulation made pursuant thereto, all amendments to the statute or to any such regulation in force from time to time, and any statute or regulation that supplements or supersedes such statute or any such regulation.
 - (f) A reference to time or date is to the local time or date in Kelowna, British Columbia.
 - (g) Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.
 - (h) A reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice evidenced with the signature of a authorized representative of the local government.
 - (i) A reference to a section means a Section of this Agreement, unless a specific reference is provided to a statute.
- 1.4. This Agreement is construed in accordance with and governed by the laws applicable in the Province of British Columbia.

2. TERM AND TERMINATION

- 2.1. The parties acknowledge that this Agreement commences on January 1, 2021, and continues for 5 years until December 31, 2025, unless, in accordance with the Act, the Municipality withdraws from the FPA Agreement by written notice that it intends to participate fully in Electoral Area Planning Services and will cost-share its full allocation.
- 2.2. If not renewed, opt-out notice given or other arrangements made in accordance with the Act, then the Municipality will participate fully in Electoral Area Planning Services in 2026.

PART B – FRINGE PLANNING AREAS

3. GEOGRAPHIC EXTENT OF FPAs

3.1. Since the 2007 incorporation of the District of West Kelowna (now City), the Regional District has been comprised of the following four member municipalities and two electoral areas:

- (a) City of Kelowna;
- (b) District of Peachland;
- (c) District of Lake Country;
- (d) City of West Kelowna;
- (e) Central Okanagan West Electoral Area; and
- (f) Central Okanagan East Electoral Area.

3.2. For the purposes of the provision, cost-sharing and voting arrangements on Planning Services, the Municipality will only participate with respect to lands within the FPAs of the Regional District's Electoral Areas shown on Schedule "A", and labeled as:

- (a) Within the Regional District's Central Okanagan West Electoral Area:
 - (i) Kelowna West; and
- (b) Within the Regional District's Central Okanagan East Electoral Area:
 - (i) Kelowna;
 - (ii) Kelowna & Lake Country;
 - (iii) Kelowna East Fringe "A"; and
 - (iv) Kelowna East Fringe "B".

(collectively "**Kelowna's FPAs**")

4. MUNICIPALITY'S VOTING ENTITLEMENT IN FPAs AND EAs

4.1. For its voting entitlement, the Municipality is entitled to:

- (a) No votes on Community Planning Services for lands in portions of the Electoral Areas not located within Kelowna's FPAs;
- (b) One vote for each of its Directors on the respective Regional Planning Services and Community Planning Services in each of Kelowna's FPAs; and
- (c) Despite the above, with respect to Official Community Plans, Zoning Bylaws and Rural Land Use Bylaws within the Electoral Area which regulate lands both within and outside a Kelowna FPA, then:
 - (i) One vote for each of its Directors on:

- (A) General amendments (including repeal and new OCP's, Zoning Bylaws, and Rural Land Use Bylaws); and
 - (B) Site-specific amendments for lands located within a Kelowna FPA;
 - (ii) No votes for site-specific amendments for lands located outside a Kelowna FPA.
- 4.2. At the time of execution of this Agreement, it is acknowledged that Kelowna has seven (7) Directors on the Regional District Board and therefore has seven (7) votes.
- 4.3. For clarity, should the number of Directors change during the term of this agreement then the number of votes would change correspondingly along with the cost sharing amounts based on the formula in Section 5 below.

5. MUNICIPAL COST-SHARING AMOUNT FOR FPAs

- 5.1. The Municipality's cost-sharing is determined by the following formula, as calculated by Regional District staff:

Total Cost of Electoral Area Planning apportioned to each Electoral Area
multiplied by
 the Ratio of Land Parcels within the FPA Boundary
multiplied by
 the Ratio of Votes at the Board Table
equals
 the Municipal Cost Sharing Amount.

- 5.2. By way of estimation only for 2021, it is anticipated Kelowna's annual share of costs will be approximately \$177,182.

PART C – GENERAL

6. NOTICE: Any notice permitted or required by this Agreement to be given to either party must be given to that party at the address set out above, to the attention of the Corporate Officer, or to any other address of which the party has given the other party notice in writing expressly for the purposes of this Agreement.

- 7. NO DEROGATION OF POWERS:** Except as expressly set out in this Agreement, nothing in this Agreement prejudices or affects the rights and powers of the Regional District or the Municipality in the exercise of its powers, duties or functions under the *Community Charter* or the LGA or any of its bylaws.
- 8. ASSIGNMENT:** This Agreement may not be assigned.
- 9. AMENDMENT:** No amendment to this Agreement is effective unless it is made in writing and is duly executed by all parties.
- 10. WAIVER:**
 - (a) No provision of this agreement is to be considered to have been waived by a party unless the waiver is expressed in writing by the party.
 - (b) The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.
- 11. ENTIRE AGREEMENT:**
 - (a) This Agreement contains the entire agreement and understanding of the parties with respect to the matters contemplated by this Agreement and supersedes all prior and contemporaneous agreements between them with respect to such matters.
 - (b) No representations, warranties or conditions, express or implied, oral or otherwise, have been made other than those expressed in this Agreement.
- 12. SURVIVAL:** All representations and warranties set forth in this Agreement and all provisions of this Agreement, the full performance of which is not required prior to a termination of this Agreement, survive any such termination and will be fully enforceable thereafter.
- 13. SEVERABILITY:** Each article of this Agreement is severable. If any provision of this Agreement is held to be illegal or invalid by a court of competent jurisdiction, the provision may be severed and the illegality or invalidity must not affect the validity of the remainder of this Agreement.
- 14. COUNTERPART:** This Agreement may be executed in counterpart with the same effect as if both parties had signed the same document. Each counterpart is deemed to be an original. All counterparts are construed together and constitute one and the same Agreement.

IN WITNESS WHEREOF the parties have set their hands and seals, with the last Date of Execution being the day at which this Agreement is entered into and operative:

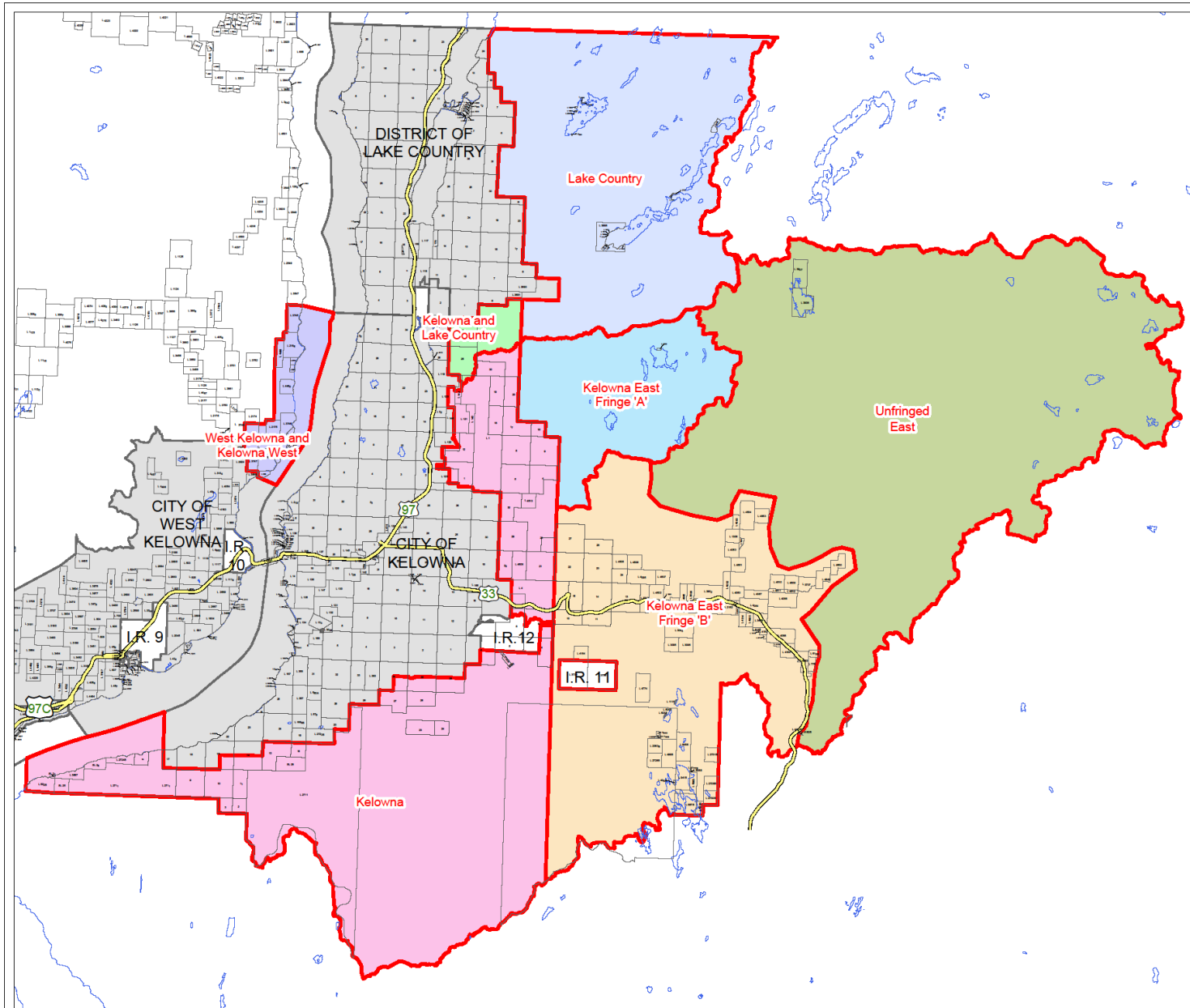
REGIONAL DISTRICT OF CENTRAL OKANANGAN

by its authorized signatories)	
)	
)	
_____)	
Gail Given, Board Chair)	_____
)	Date of Execution
)	
_____)	
Brian Reardon, CAO)	

CITY OF KELOWNA

by its authorized signatories)	
)	
)	
_____)	
Colin Basran, Mayor)	_____
)	Date of Execution
)	
_____)	
Stephen Fleming, City Clerk)	

SCHEDULE "A" FRINGE PLANNING AREAS



Regional District of Central Okanagan Fringe Planning Areas (Kelowna final)

Fringe Planning Areas

- Unfringed East
- Lake Country
- Kelowna and Lake Country
- Kelowna
- Kelowna East Fringe 'A'
- Kelowna East Fringe 'B'
- West Kelowna and Kelowna West

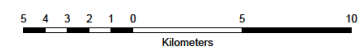
Municipal Areas



Fringe Planning Analysis - FINAL

Area	Hectares	Tax Parcels	Total Assessed Value
Kelowna	30,402	1,238	\$871,949,712
Kelowna and Lake Country	1,186	105	\$40,723,948
Kelowna East Fringe 'A'	7,994	3	\$669,800
Kelowna East Fringe 'B'	23,635	516	\$358,219,841
Lake Country	20,255	80	\$14,441,500
Unfringed East	43,307	2	\$723,000
Sum	126,769	1,934	\$1,296,727,601
West	Hectares	Tax Parcels	Total Assessed Value
West Kelowna and Kelowna West	2,582	222	\$220,574,582
Sum	2,582	222	\$220,574,582

data updated on Jan. 08, 2021



MAP COMPILED: January 8, 2021

PLANNING SERVICES AGREEMENT

January 1, 2021 – December 31, 2025

BETWEEN:

REGIONAL DISTRICT OF CENTRAL OKANAGAN

1450 KLO Road
Kelowna, BC, V1W 3Z4

(the “**Regional District**”)

AND

DISTRICT OF LAKE COUNTRY

10150 Bottom Wood Lake Road
Lake Country, BC, V4V 2M1

(the “**Municipality**” or “**Lake Country**”)

WHEREAS

A. The Regional District is currently comprised of the following four member municipalities and two electoral areas:

- City of Kelowna;
- District of Peachland;
- District of Lake Country;
- City of West Kelowna;
- Central Okanagan West Electoral Area; and
- Central Okanagan East Electoral Area.

Westbank First Nation Council has a representative on the Regional District Board in a non-voting capacity.

B. The Regional District has provided planning services to its electoral areas since 1969, including under current Part 14 of the *Local Government Act* RS2015 (the “**Act**” or “**LGA**”);

C. For the calendar years 2016 to 2020 inclusive, the Municipality has participated and contributed in part for certain portions of the Electoral Areas in Regional District Electoral Area Planning, as set out in accordance with the District of Lake Country 2016-2020 Planning Services Agreement. Going forward, the Municipality wishes to renew its participation and contribute in part for certain portions of the Electoral Areas, as set out in accordance with this agreement;

- D. The Regional District and its member municipalities, including the Municipality, have sought to divide the Electoral Areas into the Fringe Planning Areas (the “**FPA**”);
- E. The Regional District and Municipality hereby agree as to the following framework for voting, cost allocations and other terms and conditions regarding Electoral Area Planning Services and the FPA in accordance with the Act (the “**Agreement**”).

NOW THEREFORE in consideration of the mutual promises set out in this Agreement, the Regional District and the Municipality agree as follows, including pursuant to section 381 of the LGA:

PART A – BACKGROUND & TERM

1. APPLICATION AND INTERPRETATION

1.1. The following Schedule is attached to and forms part of this Agreement:

- (a) Schedule “A” – Fringe Planning Areas

1.2. In this Agreement:

- (a) “**FPA**” or “**Fringe Planning Area**” means the lands within the geographic area of the RDCO Electoral Areas shown highlighted and in bold outline on Schedule “A”;
- (b) “**Part 14**” means Part 14 *Planning and Land Use Management* of the *Local Government Act*;
- (c) “**Planning Services**” means Regional Planning Services and Community Planning Services, whereby for the purposes of this Agreement:
 - (i) “**Community Planning Services**” (“**Com**”) means all Part 14 matters including, but not limited to, Official Community Plans, Rural Land Use Bylaws, Zoning Bylaws, Development Variance Permits, Subdivisions, Temporary Use Permits, and Land Use Contracts.
 - (ii) “**Regional Planning Services**” (“**Reg**”) means matters pertaining to the Regional Growth Strategy, Crown Land Referrals, Resource Extraction Referrals, and Agricultural Land Reserve Referrals.

1.3. The following interpretation rules apply to this Agreement:

- (a) Unless otherwise provided, the terms in this Agreement are interpreted in accordance with the Regional District’s bylaws.

- (b) The headings and captions are for convenience only and do not form a part of this Agreement and will not be used to interpret, define or limit the scope, extent or intent of this Agreement or any of its provisions.
 - (c) The word "including" when following any general term or statement is not to be construed as limiting the general term or statement to the specific items or matters set forth or to similar terms or matters but rather as permitting it to refer to other items or matters that could reasonably fall within its scope.
 - (d) A reference to currency means Canadian currency.
 - (e) A reference to a statute includes every regulation made pursuant thereto, all amendments to the statute or to any such regulation in force from time to time, and any statute or regulation that supplements or supersedes such statute or any such regulation.
 - (f) A reference to time or date is to the local time or date in Kelowna, British Columbia.
 - (g) Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.
 - (h) A reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice evidenced with the signature of a authorized representative of the local government.
 - (i) A reference to a section means a Section of this Agreement, unless a specific reference is provided to a statute.
- 1.4. This Agreement is construed in accordance with and governed by the laws applicable in the Province of British Columbia.

2. TERM AND TERMINATION

- 2.1. The parties acknowledge that this Agreement commences on January 1, 2021, and continues for 5 years until December 31, 2025, unless, in accordance with the Act, the Municipality withdraws from the FPA Agreement by written notice that it intends to participate fully in Electoral Area Planning Services and will cost-share its full allocation.
- 2.2. If not renewed, opt-out notice given or other arrangements made in accordance with the Act, then the Municipality will participate fully in Electoral Area Planning Services in 2026.

PART B – FRINGE PLANNING AREAS

3. GEOGRAPHIC EXTENT OF FPAs

3.1. Since the 2007 incorporation of the District of West Kelowna (now City), the Regional District has been comprised of the following four member municipalities and two electoral areas:

- (a) City of Kelowna;
- (b) District of Peachland;
- (c) District of Lake Country;
- (d) City of West Kelowna;
- (e) Central Okanagan West Electoral Area; and
- (f) Central Okanagan East Electoral Area.

3.2. For the purposes of the provision, cost-sharing and voting arrangements on Planning Services, the Municipality will only participate with respect to lands within the FPAs of the Regional District's Electoral Areas shown on Schedule "A", and labeled as:

- (a) No portion of the Regional District's Central Okanagan West Electoral Area; and
- (b) Within the Regional District's Central Okanagan East Electoral Area:
 - (i) Lake Country; and
 - (ii) Lake Country and Kelowna.

(collectively "**Lake Country's FPAs**")

4. MUNICIPALITY'S VOTING ENTITLEMENT IN FPAs AND EAs

4.1. For its voting entitlement, the Municipality is entitled to:

- (a) No votes on Community Planning Services for lands in portions of the Electoral Areas not located within Lake Country's FPAs;
- (b) One vote for each of its Directors on the respective Regional Planning Services and Community Planning Services in each of Lake Country's FPAs; and
- (c) Despite the above, with respect to Official Community Plans, Zoning Bylaws and Rural Land Use Bylaws within the Electoral Area which regulate lands both within and outside a Lake Country FPA, then:
 - (i) One vote for each of its Directors on:
 - (A) General amendments (including repeal and new OCP's, Zoning Bylaws, and Rural Land Use Bylaws); and

- (B) Site-specific amendments for lands located within a Lake Country FPA;
 - (ii) No votes for site-specific amendments for lands located outside a Lake Country FPA.
- 4.2. At the time of execution of this Agreement, it is acknowledged that Lake Country has one (1) Director on the Regional District Board and therefore has one (1) vote.
- 4.3. For clarity, should the number of Directors change during the term of this agreement then the number of votes would change correspondingly along with the cost sharing amounts based on the formula in Section 5 below.

5. MUNICIPAL COST-SHARING AMOUNT FOR FPAs

- 5.1. The Municipality's cost-sharing is determined by the following formula, as calculated by Regional District staff:

Total Cost of Electoral Area Planning apportioned to each Electoral Area
multiplied by
 the Ratio of Land Parcels within the FPA Boundary
multiplied by
 the Ratio of Votes at the Board Table
equals
 the Municipal Cost Sharing Amount.

- 5.2. By way of estimation only for 2021, it is anticipated Lake Country's annual share of costs will be approximately \$3,531.

PART C – GENERAL

- 6. NOTICE: Any notice permitted or required by this Agreement to be given to either party must be given to that party at the address set out above, to the attention of the Corporate Officer, or to any other address of which the party has given the other party notice in writing expressly for the purposes of this Agreement.
- 7. NO DEROGATION OF POWERS: Except as expressly set out in this Agreement, nothing in this Agreement prejudices or affects the rights and powers of the Regional District or the Municipality in the exercise of its powers, duties or functions under the *Community Charter* or the LGA or any of its bylaws.

- 8. ASSIGNMENT:** This Agreement may not be assigned.
- 9. AMENDMENT:** No amendment to this Agreement is effective unless it is made in writing and is duly executed by all parties.
- 10. WAIVER:**
- (a) No provision of this agreement is to be considered to have been waived by a party unless the waiver is expressed in writing by the party.
 - (b) The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.
- 11. ENTIRE AGREEMENT:**
- (a) This Agreement contains the entire agreement and understanding of the parties with respect to the matters contemplated by this Agreement and supersedes all prior and contemporaneous agreements between them with respect to such matters.
 - (b) No representations, warranties or conditions, express or implied, oral or otherwise, have been made other than those expressed in this Agreement.
- 12. SURVIVAL:** All representations and warranties set forth in this Agreement and all provisions of this Agreement, the full performance of which is not required prior to a termination of this Agreement, survive any such termination and will be fully enforceable thereafter.
- 13. SEVERABILITY:** Each article of this Agreement is severable. If any provision of this Agreement is held to be illegal or invalid by a court of competent jurisdiction, the provision may be severed and the illegality or invalidity must not affect the validity of the remainder of this Agreement.
- 14. COUNTERPART:** This Agreement may be executed in counterpart with the same effect as if both parties had signed the same document. Each counterpart is deemed to be an original. All counterparts are construed together and constitute one and the same Agreement.

IN WITNESS WHEREOF the parties have set their hands and seals, with the last Date of Execution being the day at which this Agreement is entered into and operative:

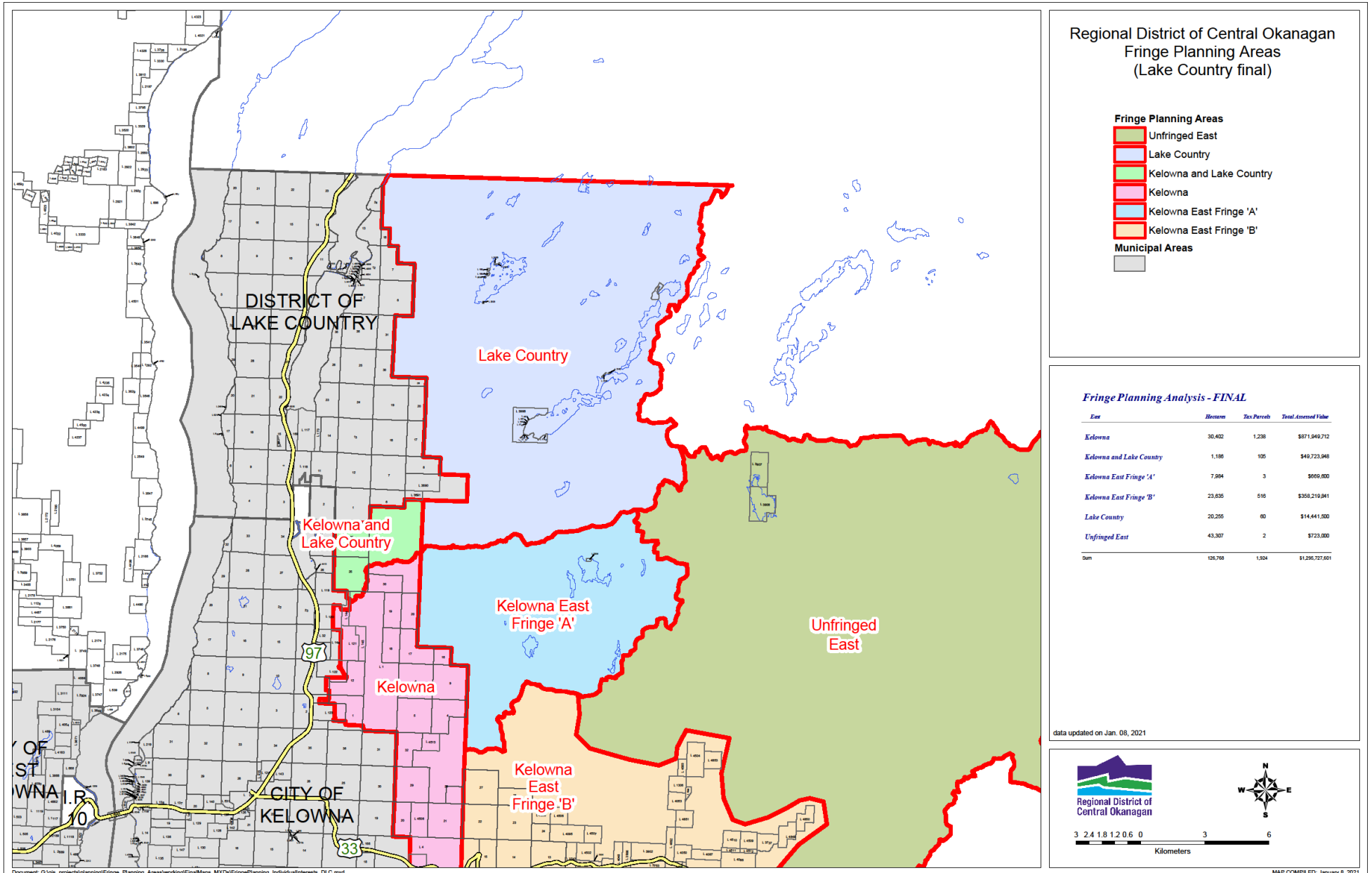
REGIONAL DISTRICT OF CENTRAL OKANANGAN

by its authorized signatories)	
)	
)	
_____)	
Gail Given, Board Chair)	
)	_____
)	Date of Execution
)	
_____)	
Brian Reardon, CAO)	

DISTRICT OF LAKE COUNTRY

by its authorized signatories)	
)	
)	
_____)	
James Baker, Mayor)	
)	_____
)	Date of Execution
)	
_____)	
Alberto S. De Feo, CAO)	

SCHEDULE "A" FRINGE PLANNING AREAS





Regional Board Report

TO: Regional Board

FROM: Corie Griffiths
Director of Economic Development and Bylaw Services

DATE: February 11, 2021

SUBJECT: Economic Recovery Planning Workshops Summary

Voting Entitlement: *All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1*

Purpose: To provide the Regional Board with a summary of the Neilson Strategies November 12, 2020 and January 14, 2021, facilitated Economic Recovery Planning workshop sessions.

Executive Summary:

Following the January 14, 2021 RDCO Board approval of the COEDC 2021 Priorities Plan, the Board requested a summary of the Economic Recovery Planning Sessions facilitated by Neilson Strategies, as well as that any potential resource requirements be provided to the Board.

According to the Neilson Strategies summary document, at the November 2020 Board workshop and the January 2021 Governance and Services Committee meeting, the Committee expressed support for the work of the COEDC in bringing together parties from a variety of business sectors and public agencies, helping to coordinate response and recovery initiatives, keeping businesses informed of assistance programs, and making data and other informational resources available to decision makers.

Summarized from the January 14, 2021 workshop, the Neilson Strategies' Summary cites the Committee's guidance in the implementation of the COEDC 2021 Priorities including encouraging staff to:

- Ensure the pillars of Growing Sustainably, Fostering a Diverse Workforce and Competing Globally remain important while placing a stronger emphasis on Building Business is encouraged whilst in early recovery,
- Highlight efforts aimed at helping vulnerable sectors,
- Provide more regular information to the Board, and to;
- Identify the need to either scale down activities or seek additional resources

Based on the COEDC 2021 Priorities Plan and facilitated Recovery Planning workshops a resource request will be brought forward to the RDCO budget deliberations on February 18, 2021.

RECOMMENDATION:

THAT the Economic Recovery Planning Workshops Summary Report from the Director of Economic Development and Bylaw Services dated February 11th, 2021 be received for information.

Respectfully Submitted:



Corie Griffiths
Director
Economic Development and Bylaw Services

Approved for Board's Consideration



Brian Reardon, CAO

Implications of Recommendation:

Strategic Plan: Supports the RDCO Strategic Priorities of Sustainable and Economic Development

Background:

In the spring and summer of 2020, during the first months of the COVID-19 pandemic, COEDC staff, with input from the COEDC Advisory Council, facilitated a significant number of Industry Roundtable discussions to identify challenges facing businesses, promote response and recovery assistance programs, and consider COEDC's strategic plan — Moving Forward to 2025 — in light of the new COVID-19 defined operating environment.

From October 2020 to January 2021, Neilson Strategies facilitated three strategic planning sessions with the COEDC Advisory Council and the RDCO Board of Directors to review economic recovery projections and COVID-19 impacts on the regional economy. Participants in these sessions also discussed the region's needs at various stages of recovery, including in the immediate term.

Input provided through consultation sessions confirmed the overall soundness of the COEDC's strategic plan with its four strategic pillars and accompanying priorities. The input also highlighted the importance in the immediate term of emphasizing the *Building Business* pillar which is focused on initiatives and activities to directly support the region's business base.

COEDC staff received the input from the consultation sessions and refined the Commission's priorities for 2021. The resulting 2021 COEDC Priorities plan was presented to RDCO Board's Governance & Services Committee on January 14, 2021. The Committee was asked to provide feedback on the priorities under the four pillars, with particular attention being paid to items listed under *Building Business*. The Committee was also asked to identify any priorities or tasks that in the Committee's view were missing from the plan.

The Committee expressed support for the work of the COEDC in bringing together parties from a variety of business sectors and public agencies, helping to coordinate response and recovery initiatives, keeping businesses informed of assistance programs, and making data and other information resources available to decision makers.

Summarized from the January 14, 2021 workshop, the Neilson Strategies' Summary cites the Committee's guidance in the implementation of the COEDC 2021 Priorities including encouraging staff to:

- Ensure the pillars of Growing Sustainably, Fostering a Diverse Workforce and Competing Globally remain important while placing a stronger emphasis on Building Business is encouraged whilst in early recovery,
- Highlight efforts aimed at helping vulnerable sectors,
- Provide more regular information to the Board, and to;
- Identify the need to either scale down activities or seek additional resources.

Based on guidance from the Committee, a resource request will be included in the February 18th, 2021 budget deliberations.

Financial Considerations:

To be brought forward at the February 18th budget deliberation.

Considerations not applicable to this report:

- General:
- Organizational:
- Financial:
- Policy:
- Legal/Statutory Authority:

Attachment(s):

Neilson Strategies Economic Recovery Planning Summary



SUMMARY OF DISCUSSION

INTRODUCTION: On Thursday, January 14, 2021, staff and the consultant for RDCO's Economic Development Commission (COEDC) presented to the Board's Governance & Services Committee the proposed *2021 COEDC Priorities*. Committee members provided feedback on the priorities, and gave input on priorities and tasks that members feel are missing from the Commission's plan. At the end of the discussion the Committee recommended approval of the *2021 COEDC Priorities* to the Regional District Board as presented.

DISCUSSION: In the spring and summer of 2020, during the first months of the COVID-19 pandemic, COEDC staff facilitated a significant number of Industry Roundtable discussions to identify challenges facing businesses, promote response and recovery assistance programs, and consider COEDC's strategic plan — *Moving Forward to 2025* — in light of the new COVID-defined operating environment. In the early fall of 2020, COEDC staff met in facilitated strategic planning sessions with the COEDC Advisory Council and the RDCO Board of Directors to review economic recovery projections and COVID-19 impacts on the regional economy. Participants in these sessions also discussed the region's needs at various stages of recovery, including in the immediate term.

Input provided through the various consultation efforts confirmed the overall soundness of COEDC's strategic plan with its four strategic pillars and accompanying actions. The input also highlighted, however, the importance in the immediate term of the "Building Business" pillar which is focused on efforts to support the region's business base.

COEDC staff took the input from the consultation sessions to refine the Commission's priorities for 2021. The resulting *2021 COEDC Priorities* plan was presented to RDCO Board's Governance & Services Committee on January 14, 2021. The Committee was asked to provide feedback on the priorities under the four pillars, with particular attention being paid to items listed under "Building Business". The Committee was also asked to identify any priorities or tasks that in the Committee's view were missing from the plan.

OUTCOMES: The Committee expressed support for the work of the COEDC in bringing together parties from a variety of business sectors and public agencies, helping to coordinate response and recovery initiatives, keeping businesses informed of assistance

programs, and making available data and other information resources to decision-makers. Committee members were also impressed with the initiatives recently unveiled by COEDC, including CityViz and OKGO.

Over the course of the discussion, the Committee made six suggestions to Commission staff:

1. Provide more regular information updates to the Board.

The Committee is eager to receive regular and frequent briefings on recovery indicators, challenges facing businesses in the region, recovery programs and initiatives of other orders of government, regional efforts being undertaken to promote immediate and long-term economic development in the Central Okanagan, and other matters. Regular briefings, it was noted, would enable the Board to effectively contribute towards advocacy efforts aimed at benefitting the regional economy.

2. Reporting on actions.

Through their regular meetings and round table discussions with local businesses and associations, COEDC is well positioned to identify the range of actions to be taken in support of the regional economy. The Board wishes to learn about, understand and support these actions.

3. Highlight efforts aimed at helping vulnerable sectors.

In the November, 2020, session with the RDCO Board, and again in the January, 2021, session with the Committee, COEDC staff drew attention to the "K-shaped" recovery to COVID-19 that is underway in the region and beyond. This type of recovery underscores the significant challenges that industries such as hospitality, tourism and retail are facing in maintaining employment levels and generating business. In view of these challenges, Committee members expressed a desire for COEDC to focus its efforts, where possible, on the most vulnerable sectors.

4. Work to reach unorganized businesses.

COEDC works closely with associations such as the Chambers of Commerce that represent member businesses. Not all businesses in the Central Okanagan, however, are members of a Chamber or another organization with which COEDC interacts. Committee members highlighted the importance of ensuring that all businesses, irrespective of membership status, are engaged in recovery discussions to the extent possible.

5. Do not lose focus on the other pillars.

The Committee understands the importance of the priorities under the "Building Business" pillar of the strategic plan. The Committee noted as well, however, that priorities under the other three pillars are also important and should not be ignored. Particular attention was directed towards priorities aimed at meeting the needs of businesses for workers.

6. Do less or seek additional resources.

The Committee understands that COEDC has limited resources with which to fulfill its mandate. On a go-forward basis, COEDC staff are encouraged to refine their work priorities where possible to eliminate actions deemed less important. Alternatively — and more likely — staff are encouraged to present a proposal for additional resources to the Board for consideration.



Regional Board Report

TO: Regional Board

FROM: Marilyn Rilkoff
Director of Financial Services

DATE: February 2, 2021

SUBJECT: RDCO 2020 Usage of the COVID-19 Safe Restart Grant for Local Governments

Voting Entitlement: *All Directors – Weighted Corporate Vote – Simple Majority – LGA 210*

Purpose: To approve RDCO's 2020 usage of the COVID-19 Safe Restart Grant for Local Governments.

Executive Summary:

In 2020, the RDCO received a COVID-19 Safe Restart Grant for Local Governments of \$1.107 million. This grant is to be used primarily in 2020 and 2021. As per the eligible use of funds criteria, \$481,017.62 of the grant has been allocated in 2020 to offset costs incurred for response and recovery, and lost revenues related to the pandemic. The remainder of the grant will be budgeted for use in 2021.

A schedule attached to this report shows the 2020 allocations to various cost centres to offset costs and lost revenues. Due to the amount of work involved, 2020 budget amendments will only be made to cost centres where allocations of over \$20,000 were made. In some cases, amendments were done previously.

In accordance with the grant requirements, the annual financial statements will also include schedules showing how the funds have been spent.

RECOMMENDATION:

THAT the Regional Board approves the RDCO's 2020 Usage of the COVID-19 Safe Restart Grant for Local Governments in the amount of \$481,017.62 in accordance with the report presented February 11, 2021.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "M. Rilkoff".

Marilyn Rilkoff CMA CPA
Director of Financial Services

Approved for Board's Consideration

A handwritten signature in black ink, appearing to read "Brian Reardon".

Brian Reardon, CAO

Implications of Recommendation:

Strategic Plan:	Contribute to Sustainable Communities through: <ul style="list-style-type: none"> • Financial Sustainability through Assets and Service Provision • Nurturing Responsible Growth and Development • Protect and Promote our Environment
Financial:	Financial relief to various cost centres to offset additional costs due to COVID-19 Pandemic.

Background:

In November 2020, the RDCO, like other local governments, received a COVID-19 Safe Restart Grant from the Minister of Municipal Affairs and Housing. RDCO's grant was \$1.107million.

The grant calculation for regional districts included a flat funding amount of \$300,000 plus two "per capita" funding amounts. The first per capita amount was \$3.10 for the total regional district population with a funding limit of \$900,000. The second per capital amount was \$8.13 for rural populations.

Eligible costs for services include:

- Addressing revenue shortfalls
- Facility reopening and response costs
- Emergency planning and response costs
- Bylaw enforcement and protective services like fire protection and police
- Computer and other electronic technology costs (to improve interconnectivity and virtual communications)
- Services for vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities)
- Other related costs.

Regional Districts have two reporting requirements:

- As part of the 2021 audited financial statements, the Regional District must provide a report on how the funds were allocated to various regional and local services.
- Annual reporting on how the grant funds were spent in that year. This will be a schedule to the financial statement, under section 377 of the *Local Government Act*. The schedule will include the amount of funding received, the use of those funds, and the year-end balance of those unused funds. Annual reporting must continue until the funds are fully drawn down.

Primary uses of the Grant at RDCO:

- Expenses for Personal Protective Equipment (PPE), Cleaning and Sanitizing products and equipment.
- Social Distancing barriers, signage, etc.
- Foregone revenue (i.e. Late fees, Parks Rental & Program Revenues).
- Additional temporary washrooms and cleaning in parks.

- Computer and electronic technology costs to improve interconnectivity and virtual communications for the public, and to enable staff to work remotely when required.
- Emergency Management Response Team staff costs, and staff costs for administering COVID related initiatives.

Financial Considerations:

A schedule is attached showing the application of \$481,017.62 of funds to various cost centres in 2020, along with a description of the expenses or lost revenues offset.

A budget amendment to show the grant and increased expenses will only be done if more than \$20,000 was applied to a cost centre, or if other budget changes are being made. Due to the amount of work that would be involved for less material amounts, the other cost centres will not be amended. Some amendments were also done previously.

Alternative Recommendation:

None.

Considerations not applicable to this report:

- General
- Organizational
- Policy
- Legal/Statutory Authority
- Organizational Issues
- External Implications

Attachment(s):

Schedule of Cost Centres – 2020 RDCO Allocation COVID-19 Safe Restart Grant for Local Governments

SCHEDULE OF COST CENTRES -- 2020 RDCO ALLOCATION

COVID-19 SAFE RESTART GRANT FOR LOCAL GOVERNMENTS

Operating Portion:

Cost Centre	Cost Centre Name	Amount		Description
001	Board	14,846.25		Escribe Webcasting
001	Board	13,970.52		Emergency Management Team (10% of Wages)
001	Total Board		28,816.77	
002	Administration	24,878.47		Plexi Glass, PPE, Misc Covid Expenses
002	Administration	24,338.39		Additional Janitorial
002	Administration	30,971.75		Emergency Management Team (10% of Wages)
002	Total Administration		80,188.61	
003	Finance	500.53		Misc Covid Expenses
003	Finance	13,213.80		Interior Purchasing 10% of contract
003	Finance	33,169.77		Emergency Management Team (10% of Wages)
003	Total Finance		46,884.10	
004	Engineering	272.27		Face Masks
004	Engineering	6,242.05		Emergency Management Team (10% of Wages)
004	Total Engineering		6,514.32	
005	Human Resources	85.96		Misc Covid Expenses
005	Human Resources	12,406.09		Emergency Management Team (10% of Wages)
005	Total Human Resources		12,492.05	
006	Information Systems	4,344.50		Misc. Covid Expenses
006	Information Systems	14,101.63		Emergency Management Team (10% of Wages)
006	Total Information Systems		18,446.13	
007	Total Electoral Areas Only	179.29	179.29	Emergency Management Team (10% of Wages)
019	Total Electoral Areas Fire Prevention	2,879.29	2,879.29	Emergency Management Team (10% of Wages)
021	Ellison Paid on Call Fire Dept	3,894.45		PPE
021	Ellison Paid on Call Fire Dept	1,626.89		Emergency Management Team (10% of Wages)
021	Total Ellison Paid on Call Fire Dept		5,521.34	
022	Joe Rich Paid on Call Fire Dept	3,271.32		PPE
022	Joe Rich Paid on Call Fire Dept	1,626.89		Emergency Management Team (10% of Wages)
022	Total Joe Rich Paid on Call Fire Dept		4,898.21	
023	North Westside Paid on Call Fire Dept	3,878.14		PPE
023	North Westside Paid on Call Fire Dept	1,657.52		Emergency Management Team (10% of Wages)
023	Total NWS Paid on Call Fire Dept		5,535.66	
024	Wilson's Landing Paid on Call Fire Dept	4,296.79		PPE
024	Wilson's Landing Paid on Call Fire Dept	1,626.89		Emergency Management Team (10% of Wages)
024	Total Wilson's Landing Paid on Call Fire Dept		5,923.68	
030	Regional Rescue	3,749.54		Emergency Management Team (10% of Wages)
030	Regional Rescue	169.36		ESS PPE
030	Total Regional Rescue		3,918.90	
031	Total 911 Emergency Number	443.20	443.20	Emergency Management Team (10% of Wages)
040	Crime Stoppers	302.77		Masks
040	Crime Stoppers	443.20		Emergency Management Team (10% of Wages)
040	Total Crime Stoppers		745.97	

SCHEDULE OF COST CENTRES -- 2020 RDCO ALLOCATION
COVID-19 SAFE RESTART GRANT FOR LOCAL GOVERNMENTS

041	Victim Services	941.12		Masks
041	Victim Services	738.67		Emergency Management Team (10% of Wages)
041	Total Victim Services		1,679.79	
042	Crime Prevention	492.85		Masks, disinfectant Wipes
042	Crime Prevention	590.96		Emergency Management Team (10% of Wages)
042	Total Crime Prevention		1,083.81	
044	Building Inspections	220.15		PPE
044	Building Inspections	2,954.70		Emergency Management Team (10% of Wages)
044	Total Building Inspections		3,174.85	
046	Dog Control	943.65		PPE
046	Dog Control	5,959.24		Emergency Management Team (10% of Wages)
046	Total Dog Control		6,902.89	
091	Total Effluent/Water Disposal Site	1,635.52	1,635.52	Emergency Management Team (10% of Wages)
092	Westside Transfer Station	943.95		PPE
092	Westside Transfer Station	827.57		Emergency Management Team (10% of Wages)
092	Total Westside Transfer Station		1,771.52	
095	Solid Waste Collection	8,532.43		Foregone Late Fees Revenue
095	Solid Waste Collection	595.93		Emergency Management Team (10% of Wages)
095	Total Solid Water Collection		9,128.36	
110	Total Regional Planning	2,216.02	2,216.02	Emergency Management Team (10% of Wages)
111	Total Electoral Planning	6,647.97	6,647.97	Emergency Management Team (10% of Wages)
120	Total Economic Development Commission	8,950.00	8,950.00	Emergency Management Team (10% of Wages)
121	Total Ellison Heritage Community Centre	362.64	362.64	Emergency Management Team (10% of Wages)
123	Total Joe Rich Community Centre	145.06	145.06	Emergency Management Team (10% of Wages)
126	Total Killiney Community Hall	145.06	145.06	Emergency Management Team (10% of Wages)
142	Regional Parks	147,686.33		Security, PPE, Portable Toilets
142	Regional Parks	3,412.64		Lost Revenue - Office Rentals
142	Regional Parks	2,624.63		Lost Revenue - Field Rentals
142	Regional Parks	5,535.78		Lost Revenue - Programs
142	Regional Parks	12,402.07		Emergency Management Team (10% of Wages)
142	Total Regional Parks		171,661.45	
143	Westside Community Parks	887.19		PPE
143	Westside Community Parks	1,305.49		Emergency Management Team (10% of Wages)
143	Total Westside Community Parks		2,192.68	
144	Eastside Community Parks	464.50		PPE
144	Eastside Community Parks	145.04		Emergency Management Team (10% of Wages)
144	Total Eastside Community Parks		609.54	
301	Killiney Beach Water System	140.66		Disinfectant wipes
301	Killiney Beach Water System	6,678.24		Foregone Late Fees Revenue
301	Killiney Beach Water System	200.07		Emergency Management Team (10% of Wages)
301	Total Killiney Beach Water System		7,018.97	
303	Falcon Ridge Water System	63.79		Disinfectant wipes
303	Falcon Ridge Water System	1,562.68		Foregone Late Fees Revenue
303	Falcon Ridge Water System	100.04		Emergency Management Team (10% of Wages)

SCHEDULE OF COST CENTRES -- 2020 RDCO ALLOCATION
COVID-19 SAFE RESTART GRANT FOR LOCAL GOVERNMENTS

303	Total Falcon Ridge Water System		1,726.51	
305	Sunset Water System	207.05		Disinfectant wipes/masks
305	Sunset Water System	435.45		Foregone Late Fees Revenue
305	Sunset Water System	200.07		Emergency Management Team (10% of Wages)
305	Total Sunset Water System		842.57	
307	Westshore Water System	140.66		Disinfectant wipes
307	Westshore Water System	7,028.28		Foregone Late Fees Revenue
307	Westshore Water System	300.10		Emergency Management Team (10% of Wages)
307	Total Westshore Water System		7,469.04	
310	Upper Fintry Water System	107.03		Disinfectant wipes
310	Upper Fintry Water System	2,617.78		Foregone Late Fees Revenue
310	Upper Fintry Water System	100.04		Emergency Management Team (10% of Wages)
310	Total Upper Fintry Water System		2,824.85	
401	Westside Waste Water Treatment	6,305.47		PPE
401	Westside Waste Water Treatment	8,623.95		Emergency Management Team (10% of Wages)
401	Total Westside Waste Water Treatment		14,929.42	
470	Total RDCO Lift Station	35.62	35.62	Disinfectant
471	Total WFN Lift Station	30.17	30.17	Disinfectant
472	Total Peachland Lift Station	30.16	30.16	Disinfectant
499	Total Ellison Sewer System	324.03	324.03	Emergency Management Team (10% of Wages)
Total Operating		476,926.02	476,926.02	

-

Capital Portion:

Cost Centre	Cost Centre Name	Amount	Description
006	Information Services	2,066.82	Webcam's
006	Information Services	2,024.84	Laptops 3
	Total Information Services Capital	4,091.66	

Total for 2020 (Capital & Operating) 481,017.68 \$481,017.68

Regional Board Report

TO: Regional Board

FROM: Marilyn Rilkoff
Director of Financial Services

DATE: February 2, 2021

SUBJECT: RDCO 2020 – 2024 Financial Plan Amendment Bylaw No. 1474, 2021

Voting Entitlement: All Directors – Weighted Vote – Simple Majority - LGA 210.2

Purpose: To amend the RDCO 2020 – 2024 Financial Plan Bylaw No. 1449, 2020 (copies of original and amended budget pages attached to report).

Executive Summary:

Year end is in progress and amendments are being proposed to authorize changes to sixteen (16) cost centres' budgets based on:

- actual revenues and expenditures
- mitigation of any deficits
- other changes as noted in the report
- some adjustments related to the COVID-19 Restart Grant
- transfers of additional amounts to reserves for Fire Departments, for Wildfire responses.

RECOMMENDATIONS:

THAT Regional District of Central Okanagan 2020 – 2024 Financial Plan Amendment Bylaw No. 1474 be given first, second and third readings and adopted.

Respectfully Submitted:



Marilyn Rilkoff, CMA CPA
Director of Financial Services

Approved for Board's Consideration



Brian Reardon, CAO

Implications of Recommendation:

Strategic Plan:	Contribute to Sustainable Communities through: <ul style="list-style-type: none"> Financial Sustainability through Assets and Service Provision Nurturing Responsible Growth and Development Protect and Promote our Environment
Financial:	Budget amendments as noted in bylaw amendment
Legal/Statutory Authority:	Regional District of Central Okanagan 2020 – 2024 Financial Plan Bylaw 1449, 2020 Regional District of Central Okanagan 2020 – 2024 Financial Plan Amendment Bylaw No. 1460, 2020 Regional District of Central Okanagan 2020 – 2024 Financial Plan Amendment Bylaw No. 1461, 2020 Regional District of Central Okanagan 2020 – 2024 Financial Plan Amendment Bylaw No. 1470, 2020 Regional District of Central Okanagan 2020 – 2024 Financial Plan Amendment Bylaw No. 1472, 2021

Background:

Year end is in progress and several amendments are required based on actual revenues and expenditures. In some cases, deficits resulted, and there is the ability to mitigate or reduce these deficits to nil through the use of changes to reserve transfers. Other changes are as noted below.

Page 13: 142 – Regional Parks

Add \$160k for COVID Grant and related expenses. Actual grant allocation will be \$171k with \$11k of budgeted foregone revenue.

Page 29: 058 – Scotty Heights Street Lights

Increased electricity costs of \$1.1k caused deficit. Using \$1.1k transfer from Operating Reserve to reduce deficit to nil.

Page 32: 301 – Killiney Beach Water System

Late payment fee for foregone revenue of \$7.9k budgeted re: COVID Grant Claim.

Page 33: 303 – Falcon Ridge Water System

Late payment fee for foregone revenue of \$1.8k budgeted re: COVID Grant Claim.

Page 34: 305 – Sunset Ranch Water System

Late payment fee for foregone revenue of \$592 budgeted re: COVID Grant Claim.

Capital: Move \$8.2k from Equipment to Meters based on actuals.

Page 35: 306 – Trepanier Bench Water System

Additional expenses of \$5.2k mainly for equipment repairs and maintenance caused a deficit. Mitigating deficit by reducing budgeted transfer to reserves from \$9.5k to \$4.3k. Also reduced Capital budget from \$7.3k to \$2k and moved projects to 2021 as there were not enough funds in reserves.

Page 36: 307 – Westshores Water System

Late payment fee for foregone revenue of \$8.2k budgeted re: COVID Grant Claim.
Capital: Move \$8.2k from Leak Detection Equipment to Meters based on actuals.

Page 37: 310 – Fintry / Valley of the Sun Water System

Late payment fee for foregone revenue of \$3.2k budgeted re: COVID Grant Claim.
Capital: Move \$15.2k from Equipment, SCADA, & Controls to Meters based on actuals.

Page 42: 499 – Ellison Sewer System

Late payment fee for foregone revenue of \$439 budgeted re: COVID Grant Claim.
Fixing Annual timing for contract costs. Recognizing 5 quarters in 2020. Reduced transfer to reserves, then resume regular level in 2021. \$16k Adjustment.

Page 50: 020 – Lakeshore Road Fire Protection

Additional contract costs caused a small deficit of \$522 and the budgeted transfer to operating reserve has been reduced from \$700 to \$178 to reduce the deficit to nil.

Page 52: 022 – Joe Rich Fire Department

Add \$4.9k for COVID Grant and related expenses. Christie Mountain Wildfire Response Revenue \$25k, transfer additional \$17.4k to reserves. Capital Equipment overspent by \$5.3k. Moved equivalent budget from Hall Renovations.

Page 53: 023 – North Westside Road Fire Rescue Department

Add \$5.5k for COVID Grant and related expenses. Christie Mountain and Sugar Loaf Wild Fire Response Revenues \$10.7k, transfer additional \$7.2k to reserves. Increase legal fees by \$6.5k and reduce Building Repairs and Maintenance accordingly. Capital Pagers overspent by \$1.4k. Moved equivalent budget from Equipment.

Page 54: 024 -- Wilson's Landing Fire Department

Add \$5.9k for COVID Grant and related expenses. Christie Mountain Wildfire Response Revenue \$9.1k, transfer additional \$5.2k to reserves.

Page 55: 028 -- June Springs Fire Protection

Additional contract costs caused a small deficit of \$142. Using transfer from operating reserve to reduce to nil.

Page 76: 002 – Administration / Corporate Services

Add \$80.2k for COVID Grant and related expenses organization-wide. Cleaning, staffing, PPE, meeting social distancing requirements, signage, etc.

Page 87: 003 – Financial Services

Add \$46.9k for COVID Grant and related expenses organization-wide. There are additional reporting breakdown requirements for T4's re: CERB Grants, COVID Grant Reporting, expense tracking for COVID, setting up new systems, staff participation in emergency management, etc.

Financial Considerations: Budget amendments as noted above.

Alternative Recommendation:

The Board could choose to approve only portions of the bylaw amendment and staff would amend accordingly.

Considerations not applicable to this report:

- General
- Organizational
- Policy
- Organizational Issues
- External Implications

Attachment(s):

- RDCO 2020-2024 Financial Plan Amendment Bylaw No. 1474
- Current Budget Bylaw Pages

REGIONAL DISTRICT OF CENTRAL OKANAGAN

BYLAW NO. 1474

A bylaw to amend the Regional District of Central Okanagan 2020-2024 Financial Plan

WHEREAS the Regional District of Central Okanagan adopted the “Regional District of Central Okanagan 2020-2024 Financial Plan Bylaw 1449, 2020” on March 23, 2020:

AND WHEREAS the Board may amend the Financial Plan at any time by bylaw:

NOW THEREFORE the Regional Board of the Regional District of Central Okanagan in open meeting assembled enacts as follows;

1. Replace pages 1 to 8 to reflect revised totals as a result of budget changes.
2. Page 13 “142 – Regional Parks Amended Jul & Dec 2020” is deleted in its entirety and replaced with the attached page 13 “142 – Regional Parks Amended Jul & Dec 2020 & Feb 2021” to reflect changes in the 2020 General Revenue Fund Budget.
3. Page 29 “058 – Scotty Heights Street Lights” is deleted in its entirety and replaced with the attached page 29 “058 – Scotty Heights Street Lights Amended February 2021” to reflect changes in the 2020 General Revenue Fund Budget.
4. Page 32 “301 – Killiney Beach Water System Amended Jul & Dec 2020” is deleted in its entirety and replaced with the attached page 32 “301 – Killiney Beach Water System Amended Jul & Dec 2020 & Feb 2021” to reflect changes in the 2020 Water Revenue Fund Budget.
5. Page 33 “303 -- Falcon Ridge Water System Amended Jul, Sep & Dec 2020” is deleted in its entirety and replaced with the attached page 33 “303 -- Falcon Ridge Water System Amended Jul, Sep & Dec 2020 & Feb 2021” to reflect changes in the 2020 Water Revenue Fund Budget.
6. Page 34 “305 – Sunset Ranch Water System” is deleted in its entirety and replaced with the attached page 34 “305 – Sunset Ranch Water System Amended February 2021” to reflect changes in the 2020 Water Revenue & Capital Fund Budgets.
7. Page 35 “306 – Trepanier Water System Amended Dec 2020” is deleted in its entirety and replaced with the attached page 35 “306 –Trepanier Water System Amended Dec 2020 & Feb 2021” to reflect changes in the 2020 Water Revenue & Capital Fund & 2021 Capital Fund Budgets.
8. Page 36 “307 – Westshores Water System Amended Jul & Dec 2020” is deleted in its entirety and replaced with the attached page 36 “307 – Westshores Water System Amended Jul & Dec 2020 & Feb 2021” to reflect changes in the 2020 Water Revenue & Capital Fund Budgets.
9. Page 37 “310 – Fintry / Valley of the Sun Water System” is deleted in its entirety and replaced with the attached page 37 “310 – Fintry / Valley of the Sun Water System Amended February 2021” to reflect changes in the 2020 Water Revenue & Capital Fund

Budgets.

10. Page 42 “499 – Ellison Sewer System” is deleted in its entirety and replaced with the attached page 42 “499 – Ellison Sewer System Amended February 2021” to reflect changes in the 2020 Sewer Revenue Fund Budget.
11. Page 50 – “020 – Lakeshore Road Fire Protection” is deleted in its entirety and replaced with the attached page 50 “020 – Lakeshore Road Fire Protection Amended February 2021” to reflect changes in the 2020 General Revenue Fund Budget.
12. Page 52 – “022 – Joe Rich Fire Department Amended July 2020” is deleted in its entirety and replaced with the attached page 52 “022 – Joe Rich Fire Department Amended Jul 2020 & Feb 2021” to reflect changes in the 2020 General Revenue and General Capital Fund Budgets.
13. Page 53 – “023 – North Westside Fire Rescue Department Amended July & Sep 2020” is deleted in its entirety and replaced with the attached page 53 “023 – North Westside Fire Rescue Department Amended Jul & Sep 2020 & Feb 2021” to reflect changes in the 2020 General Revenue & Capital Fund Budgets.
14. Page 54 – “024 – Wilson’s Landing Fire Department Amended July 2020” is deleted in its entirety and replaced with the attached page 54 “024 – Wilson’s Landing Fire Department Amended Jul 2020 & Feb 2021” to reflect changes in the 2020 General Revenue Fund Budget.
15. Page 55 – “028 – June Springs Fire Protection” is deleted in its entirety and replaced with the attached page 55 “028 – June Springs Fire Protection Amended February 2021” to reflect changes in the 2020 General Revenue Fund Budget.
16. Page 76 – “002 – Administration / Corporate Services” is deleted in its entirety and replaced with the attached page 76 “002 – Administration / Corporate Services Amended February 2021” to reflect changes in the 2020 General Revenue Fund Budget.
17. Page 87 – “003 – Finance” is deleted in its entirety and replaced with the attached page 87 “003 – Finance Amended February 2021” to reflect changes in the 2020 General Revenue Fund Budget.

This bylaw may be cited as the Regional District of Central Okanagan 2020-2024 Financial Plan Amending Bylaw No. 1474.

READ A FIRST TIME THIS	11 th	DAY OF	February	2021
READ A SECOND TIME THIS	11 th	DAY OF	February	2021
READ A THIRD TIME THIS	11 th	DAY OF	February	2021
ADOPTED THIS	11 th	DAY OF	February	2021

CHAIRPERSON

DIRECTOR OF CORPORATE SERVICES

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1474 cited as the "Regional District of Central Okanagan 2020-2024 Financial Plan Amending Bylaw No.1474" as adopted by the Regional Board on the 11th day of February, 2021.

Dated at Kelowna this
11th day of February 2021

DIRECTOR OF CORPORATE SERVICES

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 BUDGET AND FINANCIAL PLAN 2020 - 2024
Funds Summary

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
GENERAL REVENUE FUND:					
Revenues	\$ (50,074,770)	(46,921,672)	(47,018,619)	(47,230,369)	(47,627,618)
Expenditures	\$ 50,074,770	46,921,672	47,018,618	47,230,369	47,627,618
(Surplus)/Deficit	\$ 0	(0)	(0)	0	(0)
GENERAL CAPITAL FUND:					
Revenues	\$ (6,583,382)	(2,886,368)	(3,836,148)	(3,913,499)	(2,726,882)
Expenditures	\$ 6,583,382	2,886,368	3,836,148	3,913,499	2,726,882
(Surplus)/Deficit	\$ 0	0	0	0	0
WATER REVENUE FUND					
Revenues	\$ (1,851,026)	(1,861,052)	(1,725,376)	(1,979,059)	(1,993,067)
Expenditures	\$ 1,851,026	1,861,052	1,725,375	1,979,059	1,993,067
(Surplus)/Deficit	\$ (0)	(0)	(0)	(0)	0
WATER CAPITAL FUND					
Revenues	\$ (1,207,744)	(329,000)	(7,305,660)	(95,660)	(95,660)
Expenditures	\$ 1,207,744	329,000	7,305,660	95,660	95,660
(Surplus)/Deficit	\$ 0	0	0	0	0
SEWER REVENUE FUND					
Revenues	\$ (5,111,267)	(5,240,933)	(5,484,911)	(5,571,020)	(5,738,631)
Expenditures	\$ 5,111,267	5,240,933	5,484,911	5,571,020	5,738,631
(Surplus)/Deficit	\$ (0)	0	0	0	0
SEWER CAPITAL FUND					
Revenues	\$ (4,946,907)	(5,621,510)	(369,900)	(827,010)	(4,069,510)
Expenditures	\$ 4,946,907	5,621,510	369,900	827,010	4,069,510
(Surplus)/Deficit	\$ 0	0	0	0	0

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 BUDGET AND FINANCIAL PLAN 2020 - 2024
GENERAL REVENUE FUND

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
REVENUE SUMMARY					
Conditional Transfers - Provincial					
Electoral Area CO West Requisitions	\$ (2,071,780)	(2,202,714)	(2,281,364)	(2,343,122)	(2,405,542)
Electoral Area CO East Requisitions	(2,043,840)	(2,144,181)	(2,244,671)	(2,331,226)	(2,253,870)
Parcel Taxes	(287,128)	(293,179)	(316,003)	(339,568)	(345,917)
Conditional Transfers - Kelowna					
Requisition	(12,749,092)	(13,291,201)	(13,809,823)	(14,095,871)	(14,428,675)
Parcel Taxes	(292,855)	(292,855)	(292,855)	(292,855)	(292,855)
MFA Debt	(10,914,661)	(9,708,752)	(9,684,881)	(9,468,270)	(9,465,968)
Conditional Transfers - Peachland					
Requisition	(537,042)	(561,302)	(584,215)	(596,483)	(610,711)
Parcel Taxes	(795)	(795)	(795)	(795)	(795)
MFA Debt	(343,307)	(343,307)	(343,307)	(298,258)	(159,054)
Conditional Transfers - Lake Country					
Requisition	(1,390,483)	(1,452,918)	(1,513,316)	(1,545,167)	(1,582,088)
Parcel Taxes	(91,311)	(91,311)	(91,311)	(91,311)	(91,311)
MFA Debt	(1,299,676)	(1,148,676)	(1,029,320)	(936,758)	(797,085)
Conditional Transfers - West Kelowna					
Requisition	(3,020,330)	(3,150,887)	(3,279,670)	(3,347,574)	(3,426,742)
Parcel Taxes	(10,339)	(10,339)	(10,339)	(10,339)	(10,339)
MFA Debt	(1,471,367)	(1,268,822)	(1,136,971)	(1,040,254)	(958,943)
Other Revenues	(11,366,207)	(10,960,432)	(10,399,779)	(10,492,518)	(10,797,723)
Prior Year Surplus	(2,184,557)	0	0	0	0
TOTAL REVENUES	(50,074,770)	(46,921,670)	(47,018,619)	(47,230,369)	(47,627,617)

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
EXPENDITURE SUMMARY					
General Government Services					
001-- Regional District Board	\$ 760,564	761,298	739,053	753,135	767,497
002 -- Administration	1,765,541	1,866,948	1,890,166	1,947,969	2,006,429
003 -- Finance	1,522,731	1,331,712	1,357,686	1,384,180	1,411,204
004 -- Engineering	380,049	387,490	395,080	402,821	410,718
005 -- Human Resources	345,767	340,442	347,251	354,196	361,280
006 -- Information Systems	1,103,650	1,147,196	1,167,000	1,189,160	1,207,803
007 -- Electoral Areas Only	63,090	57,412	108,000	60,068	61,410
008 -- Westside Regional Office	26,393	26,921	27,459	28,008	28,569
009 -- Electoral Area Ellison / Joe Rich	26,997	27,537	28,088	28,649	29,222
011 -- Regional Grants In Aid	27,171	0	0	0	0
012 -- Elect. Area Westside Grants in Aid	7,100	7,100	7,100	7,100	7,100
013 -- Elect. Area Ellison / Joe Rich Grants in Aid	4,000	3,000	3,000	3,000	3,000
Total General Government	6,033,053	5,957,055	6,069,882	6,158,287	6,294,231
Protective Services					
017 -- Upper Ellison Fire Protection Boundary Ext	\$ 9,917	0	0	0	0
019 -- Electoral Area Fire Prevention	74,334	75,681	77,054	78,455	79,884
020 -- Lakeshore Road Fire Protection	23,571	23,328	23,795	24,270	24,756
021 -- Ellison Fire Department	540,819	533,735	556,810	580,046	593,447
022 -- Joe Rich Fire Department	486,270	473,108	489,970	506,970	524,109
023 -- North Westside Road Fire / Rescue	586,648	546,509	565,839	585,336	605,003
024 -- Wilson's Landing Fire Department	297,532	297,222	312,106	327,089	342,170
027 -- Ridgeview Fire	12,128	12,048	12,048	12,048	12,048
028 -- June Springs Fire Protection	14,849	15,001	15,301	15,607	15,919
029 -- Brent Road Fire Protection	30,468	31,013	31,570	32,137	32,716
030 -- Regional Rescue Service	2,593,976	2,351,174	2,399,957	2,450,617	2,496,169
031 -- 911 Emergency Telephone Service	1,305,815	1,206,431	1,257,070	1,321,415	1,377,606
040 -- Crime Stoppers	278,742	284,317	290,003	295,803	301,719

Protective Services Cont'd.

041 -- Victims / Witness Assistance	478,873	480,357	489,777	500,389	510,195
042 -- Regional Crime Prevention	394,018	393,577	401,286	409,150	417,171
043 -- Business Licenses	39,331	33,564	33,890	34,219	34,551
044 -- Building Inspection	577,416	431,947	440,585	449,397	458,385
046 -- Dog Control	1,514,845	1,526,602	1,553,894	1,596,732	1,610,126
047 -- Mosquito Control	196,781	200,717	204,731	208,826	213,002
118 -- Starling Control	20,264	20,264	20,264	20,264	20,264
049 -- Prohibited Animal Control	1,094	1,116	1,138	1,161	1,184
Total Protective Services	9,477,691	8,937,710	9,177,089	9,449,930	9,670,425

Transportation Services

050 -- Transportation Demand Management	\$ 415,902	14,280	14,566	14,857	15,154
051 -- Lakeshore Road Improvements	4,514	4,487	4,487	4,487	4,487
058 -- Scotty Heights Street Lights	17,989	16,307	16,633	16,966	17,305
085 -- Ellison Transit	26,950	27,489	28,039	28,600	29,172
Total Transportation Services	465,355	62,563	63,725	64,909	66,118

Environmental Health Services

091 -- Effluent Disposal	\$ 539,310	520,712	530,824	541,142	551,666
092 -- SWM: Westside Waste Disposal & Recycling	1,141,003	1,162,603	1,184,635	1,207,108	1,230,030
093 -- SWM: Westside Sanitary Landfill / Waste Disposal & Recycling Centre	74,275	59,000	53,000	53,500	54,000
094 -- SWM: Solid Waste Management	1,705,041	1,731,002	1,357,482	1,384,492	1,412,042
095 -- SWM: Solid Waste Collection	580,181	591,485	603,014	614,775	626,770
101 -- Okanagan Basin Water Board	2,158,147	2,201,310	2,245,336	2,290,243	2,336,048
102 -- Air Quality Monitoring	183,220	186,884	190,622	194,435	198,323
105 -- Noise Abatement	8,513	8,683	8,857	9,034	9,215
106 -- Untidy Premises	13,910	13,601	13,873	14,150	14,433
Total Environmental Health	6,403,600	6,475,280	6,187,643	6,308,878	6,432,527

Environmental Development Services

110 -- Regional Planning	\$ 918,770	356,789	358,615	363,537	368,558
111 -- Electoral Area Planning	463,211	447,475	456,425	465,553	474,864
115 -- Noxious Insect Control	17,983	18,343	18,710	19,584	19,965
116 -- Weed Control	145,196	138,930	141,609	144,341	147,128
117 -- Sterile Insect Release Program	1,448,002	1,448,002	1,448,002	1,448,002	1,448,002
120 -- Economic Development Commission	1,076,169	1,060,072	1,078,334	1,096,961	1,115,960
Total Environmental Development	4,069,331	3,469,611	3,501,694	3,537,977	3,574,477

Recreational and Cultural Services

121 -- Ellison Community Heritage Hall	\$ 147,578	149,257	150,969	152,715	154,497
123 -- Joe Rich Community Hall	55,349	57,124	60,487	60,794	62,617
124 -- Westside Municipal Recreation	36,326	37,053	37,794	38,549	39,320
125 -- Johnson Bentley Aquatic Centre	13,561	13,832	14,109	14,391	14,679
126 -- Killiney Community Hall	23,310	23,353	23,397	23,442	23,488
131 -- Winfield Recreation Centre	55,000	55,000	55,000	55,000	55,000
142 -- Regional Parks	8,340,805	8,274,427	8,528,902	8,655,377	8,879,222
143 -- Westside Community Parks	217,980	224,972	228,240	231,041	233,898
144 -- Eastside Community Parks	107,111	108,807	112,649	116,357	120,139
171 -- Okanagan Regional Library	318,091	324,453	330,942	337,561	344,312
188 -- OK Regional Library Borrowing - Admin Bldg	281,618	281,618	281,618	281,618	281,618
Total Recreational and Cultural	9,596,729	9,549,895	9,824,106	9,966,846	10,208,790

Municipal Finance Authority Debt

189 -- Member Municipalities	\$ 14,029,011	12,469,557	12,194,479	11,743,540	11,381,050
Total M.F.A. Debt	14,029,011	12,469,557	12,194,479	11,743,540	11,381,050

TOTAL EXPENDITURES	50,074,770	46,921,672	47,018,618	47,230,368	47,627,618
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REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 BUDGET AND FINANCIAL PLAN 2020 - 2024
GENERAL CAPITAL FUND

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
REVENUE					
Transfer from Equipment Reserves	\$ (1,029,197)	(322,981)	(530,458)	(524,341)	(127,369)
Tsfr from CWF Cap Fac Reserve	(681,982)	(196,825)	(122,465)	(194,710)	(99,930)
Transfer from Cap. Facility Reserve Fund	(3,122,965)	(1,912,078)	(2,915,063)	(2,939,123)	(2,062,301)
Grant / Fundraising / Donation	(458,781)	(382,484)	(169,161)	(183,325)	(365,282)
Internal Transfer / Sale of Asset	(6,000)	(7,000)	(34,000)	(7,000)	(7,000)
Transfer from Park Land Reserve	(1,213,257)	0	0	0	0
Transfer from General Revenue Fund	(71,200)	(65,000)	(65,000)	(65,000)	(65,000)
TOTAL REVENUE	<u><u>(6,583,382)</u></u>	<u><u>(2,886,368)</u></u>	<u><u>(3,836,147)</u></u>	<u><u>(3,913,499)</u></u>	<u><u>(2,726,882)</u></u>
EXPENDITURES					
001 -- Board	\$ 2,500	27,810	0	0	0
002 -- Administration	290,460	196,000	288,700	180,250	185,400
003 -- Finance	95,810	17,510	17,510	17,510	17,510
004 -- Engineering	12,875	49,260	10,300	5,150	5,150
005 -- Human Resources	2,500	0	0	0	0
006 -- Information Systems	136,096	94,096	74,096	311,056	74,096
007 -- Electoral Areas Only	0	82,400	0	85,000	0
019 -- Electoral Area Fire Prevention	3,090	0	0	0	0
021 -- Ellison Fire Department	183,178	54,096	338,973	553,284	35,866
022 -- Joe Rich Vol. Fire Dept & Hall	165,124	49,569	638,703	77,442	73,292
023 -- North Westside Vol Fire/ Rescue Dept	110,788	30,342	85,746	156,262	526,787
024 -- Wilson's Landing Fire	117,420	41,438	31,812	37,241	77,818
030 -- Regional Rescue Service	482,324	58,071	251,843	81,880	1,918
031 -- 911	19,190	19,190	19,190	19,190	19,190
041 -- Victims Services	3,700	0	0	0	0
042 -- Crime Prevention	2,500	0	0	0	0
044 - Building Inspections & General Bylaw Enf	4,000	0	0	0	0
046 -- Dog Control	40,960	20,600	133,625	24,720	26,780
091 -- Effluent/Water Disposal	0	50,000	0	0	0
092 -- SWM: Westside Waste Disposal & Recyclin	12,800	5,150	5,150	5,150	5,150
094 -- SWM: Waste Reduction Program	5,820	0	0	0	0
095 -- SWM: Solid Waste Collection (EA's)	25,476	113,026	12,601	12,601	12,601
110 -- Regional Planning	6,953	0	0	0	0
111 -- Electoral Area Planning	6,953	0	0	0	0
116 -- Noxious Weed Control Enforcement	0	0	0	37,740	0
120 -- Economic Development Commission	5,075	5,075	5,075	5,075	5,075
121 -- Ellison Heritage School Community Ctr	200,225	35,525	106,575	35,525	126,875
123 -- Joe Rich Community Hall	204,617	12,180	2,538	20,300	5,075
142 -- Regional Parks	4,026,461	1,855,380	1,706,535	2,106,023	1,507,999
143 -- Westside Community Parks	286,750	30,900	15,225	20,300	20,300
144 -- Eastside Community Parks	22,210	25,750	50,750	121,800	0
199 -- Vehicle Operations	107,527	13,000	41,200	0	0
TOTAL EXPENDITURES	<u><u>6,583,382</u></u>	<u><u>2,886,368</u></u>	<u><u>3,836,147</u></u>	<u><u>3,913,499</u></u>	<u><u>2,726,882</u></u>

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 BUDGET AND FINANCIAL PLAN 2020 - 2024
WATER REVENUE FUND

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
REVENUE					
User, Late Payment & Insp. Fees	\$ (701,723)	(695,194)	(711,095)	(727,318)	(743,867)
Maintenance/Asset Renewal Fees	(837,960)	(832,185)	(832,186)	(832,186)	(832,185)
Rental & Misc.	(3,140)	(600)	0	0	0
MOTI Parcel Tax Contribution	(6,536)	(6,536)	(6,536)	(6,536)	(6,536)
Property Owner Contributions	0	(228,000)	0	0	0
Grants	(16,020)	0	0	0	0
Debt / Parcel Tax	(220,605)	(220,605)	(300,067)	(540,017)	(540,017)
Prior Year (Surplus) / Deficit	(184,717)	1	(1)	(0)	1
Engineering Administration OH Recovery	22,187	22,630	23,084	23,545	24,016
Administration Overhead Recovery	97,488	99,436	101,426	103,455	105,521
TOTAL REVENUE	<u>(1,851,026)</u>	<u>(1,861,053)</u>	<u>(1,725,375)</u>	<u>(1,979,057)</u>	<u>(1,993,067)</u>
EXPENDITURES					
301 -- Killiney Beach Water	\$ 511,212	443,710	496,135	649,939	653,258
303 -- Falcon Ridge Water	74,445	295,194	68,034	68,889	69,761
305 -- Sunset Ranch Water	224,518	179,036	181,266	183,543	185,867
306 -- Trepanier Bench Water	30,623	27,663	27,434	27,814	28,202
307 -- Westshores Water	583,156	525,241	558,625	651,240	654,521
310 -- Fintry / Valley of the Sun Water	427,072	390,208	393,882	397,633	401,456
TOTAL EXPENDITURES	<u>1,851,026</u>	<u>1,861,052</u>	<u>1,725,375</u>	<u>1,979,058</u>	<u>1,993,066</u>

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 BUDGET AND FINANCIAL PLAN 2020 - 2024
WATER CAPITAL FUND

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
REVENUE					
Grants	\$ (58,154)	0	0	0	0
Capital Financing	0	0	(3,948,990)	0	0
Transfer from Gas Tax Cap Fac Reserve	(48,199)	0	0	0	0
Transfer from Cap Fac Reserve	(323,822)	(242,670)	(2,024,210)	(48,710)	(48,710)
Transfer from Equip Reserve Funds	(777,569)	(86,330)	(1,332,460)	(46,950)	(46,950)
TOTAL REVENUE	<u>(1,207,744)</u>	<u>(329,000)</u>	<u>(7,305,660)</u>	<u>(95,660)</u>	<u>(95,660)</u>
EXPENDITURES					
301 -- Killiney Beach	\$ 741,872	20,750	3,520,750	20,750	20,750
303 -- Falcon Ridge Water	27,054	235,300	5,150	5,150	5,150
305 -- Sunset Ranch Water System	33,050	26,050	26,050	26,050	26,050
306 -- Trepanier Bench Water	2,000	7,370	2,060	2,060	2,060
307 -- Westshore Water	368,368	18,630	3,730,750	20,750	20,750
310 -- Fintry / Valley of the Sun Water	35,400	20,900	20,900	20,900	20,900
TOTAL EXPENDITURES	<u>1,207,744</u>	<u>329,000</u>	<u>7,305,660</u>	<u>95,660</u>	<u>95,660</u>

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 BUDGET AND FINANCIAL PLAN 2020 - 2024
SEWER REVENUE FUND

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
REVENUE					
Sewer User Fees	\$ (150,289)	(155,847)	(162,144)	(168,755)	(175,698)
Services - Peachland	(568,709)	(624,603)	(632,972)	(643,864)	(654,973)
Services - West Kelowna	(3,678,829)	(3,946,995)	(4,158,602)	(4,222,354)	(4,350,378)
Services - WFN	(1,105,986)	(1,204,318)	(1,263,304)	(1,283,448)	(1,320,580)
Other Revenue	(2,400)	0	0	0	0
Parcel Tax	(37,359)	(30,804)	0	0	0
Grants	(25,310)	0	0	0	0
Transfer from Operating Reserve	(75,237)	0	0	0	0
Prior Year (Surplus) / Deficit	(169,691)	0	0	0	0
Engineering Admin OH Recovery	131,229	134,827	136,831	139,732	142,692
Administration Overhead Recovery	571,315	586,806	595,279	607,668	620,305
TOTAL REVENUE	<u>(5,111,267)</u>	<u>(5,240,933)</u>	<u>(5,484,911)</u>	<u>(5,571,020)</u>	<u>(5,738,631)</u>
EXPENDITURES					
401 -- Westside Sewer System	\$ 4,123,852	4,187,907	4,228,559	4,295,525	4,363,830
470 -- RDCO Collector Systems	462,087	528,210	750,250	756,939	843,343
471 -- WFN Collector Systems	135,298	138,004	140,764	143,579	146,451
472 -- Peachland Collector Systems	211,405	215,246	219,163	223,159	227,235
499 -- Ellison Sewer System	140,908	140,763	146,174	151,818	157,772
Sewer Debt Financing	37,717	30,804	0	0	0
TOTAL EXPENDITURES	<u>5,111,267</u>	<u>5,240,933</u>	<u>5,484,911</u>	<u>5,571,020</u>	<u>5,738,631</u>

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 BUDGET AND FINANCIAL PLAN 2020 - 2024
SEWER CAPITAL FUND

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
REVENUE					
Capital Financing	\$ 0	(3,915,915)	0	0	(3,915,450)
Internal Transfer or Sale of Asset	(4,000)	0	0	0	0
Grants	(690,000)	0	0	0	0
From Equipment Reserves	(398,000)	(62,600)	(31,000)	(10,600)	(10,600)
From Capital Facility Reserves	(1,598,240)	(117,000)	(338,900)	(615,410)	(43,460)
Transfer from DCC Reserve Fund	(2,256,667)	(1,525,995)	0	(201,000)	(100,000)
TOTAL REVENUE	<u>(4,946,907)</u>	<u>(5,621,510)</u>	<u>(369,900)</u>	<u>(827,010)</u>	<u>(4,069,510)</u>
EXPENDITURES					
401 -- Westside Sewer System	\$ 3,843,447	95,460	340,760	300,960	43,460
470 -- Westside Sewer System: RDCO	1,092,860	5,515,450	18,540	515,450	4,015,450
499 -- Ellison Sewer System	10,600	10,600	10,600	10,600	10,600
TOTAL EXPENDITURES	<u>4,946,907</u>	<u>5,621,510</u>	<u>369,900</u>	<u>827,010</u>	<u>4,069,510</u>

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projection

Program: 142 -- Regional Parks

Department:	Parks & Recreation	Amended Jul & Dec 2020 & Feb 2021
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General Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue:									
Services - WFN	(297,697)		(309,397)		(323,832)		(328,673)		(337,499)
Sundry Rev. & Donations	(68,011)		(68,011)		(68,011)		(68,011)		(68,011)
Tax Requisition - Kelowna	(5,531,205)		(5,746,482)		(6,014,598)		(6,104,506)		(6,268,431)
Tax Requisition - Peachland	(237,539)		(246,784)		(258,298)		(262,159)		(269,199)
Tax Requisition - Lake Country	(614,090)		(637,991)		(667,758)		(677,740)		(695,939)
Tax Requisition - West Kelowna	(1,331,620)		(1,383,447)		(1,447,995)		(1,469,641)		(1,509,105)
Tax Req - EA Cent Ok. West	(171,575)		(178,253)		(186,570)		(189,359)		(194,443)
Tax Req - EA Cent Ok East	(158,069)		(164,221)		(171,883)		(174,453)		(179,137)
Grants	(89,600)	k	(10,600)		(10,600)		(10,600)		(10,600)
Previous Year's Surplus/Deficit	(152,023)	b	(0)		0		0		(0)
Administration OH	570,712		580,834		620,644		629,764		653,142
Transfer from Operating Reserve	(100,000)	f	(110,074)	f	0		0		0
COVID Grant	(160,088)	o	0		0		0		0
Total Revenue	(8,340,805)		(8,274,427)		(8,528,901)		(8,655,377)		(8,879,222)
Expenses:									
Operations	4,388,784	ckmo	4,005,749		4,196,374		4,258,042		4,416,107
Transfer to Equip. Reserves	143,115	d	145,262	d	147,441	d	149,652	d	151,897
Transfer to Capital Facility Reserve	3,796,906	a,d,m	4,111,416	d	4,173,087	d	4,235,684	d	4,299,219
Transfer to Dist of Peachland	12,000		12,000		12,000		12,000		12,000
Total Expenses	8,340,805		8,274,427		8,528,902		8,655,377		8,879,222
(Surplus) / Deficit	(0)		0		0		(0)		0
FTE's	32.222		32.2220		33.112	j	33.112		34.002
Tax Levy:									
Tax Requisition	(8,044,098)		(8,357,178)		(8,747,102)		(8,877,858)		(9,116,254)
Residential Tax Rate	0.1364		0.1403		0.1454		0.1461		0.1485
(per \$1000 of assessment)									

General Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue									
Grant	(238,323)	g	(357,484)	g	(119,161)	g	(183,325)	g	(365,282)
Donations	(20,000)	h	0		0		0		0
Proceeds of Sale	0		(2,000)		(2,000)		(2,000)		(2,000)
Transfer From Park Land Reserves	(1,213,257)	i	0		0		0		0
Transfer From Equip. Reserves	(217,560)	l	(146,130)		(77,140)		(105,560)		(77,140)
Transfer From Cap. Fac. Reserves	(2,337,321)	n	(1,349,766)		(1,508,234)		(1,815,138)		(1,063,577)
Total Revenue	(4,026,461)		(1,855,380)		(1,706,535)		(2,106,023)		(1,507,999)
Expenses									
Parks Development (see detailed project list):	2,556,644	n	1,705,250		1,625,395		1,996,463		1,426,859
Other Capital:									
Software	35,000		0		0		0		0
Vehicles	162,260	l	108,605		56,840		56,840		56,840
Office Furniture	5,075		5,075		5,075		5,075		5,075
Land Acquisition Strategy (from Land Reserves):									
Land Acquisition Strategy - Goats Peak Impr.	117,003	i	0		0		0		0
Land Acquisition Strat - Other	1,096,254	i	0		0		0		0
Benches	4,000		4,000		4,000		4,000		4,000
Equipment	50,225		32,450		15,225		43,645		15,225
Total Expenses	4,026,461		1,855,380		1,706,535		2,106,023		1,507,999
(Surplus) / Deficit	0		0		0		0		0
Capital Facility Reserve Bal at Y/E	(6,164,527)	d,m,n	(9,015,439)	d	(11,797,095)	d	(14,359,817)	d	(17,771,413)
Equip. Reserve Fund Balance at Y/E	(233,289)	d,e,l	(234,754)	d,e	(307,402)	d,e	(354,568)	d,e	(432,871)
Park Land Reserve Balance at Y/E	(86,886)		(87,755)		(88,633)		(89,519)		(90,414)
Parks Legacy Reserve at Y/E	(27,443)		(27,717)		(27,994)		(28,274)		(28,557)
Operating Reserve Balance at Y/E	(113,435)	j	(3,395)	m	(3,429)		(3,463)		(3,498)

Notes

- a. Short Term Land Acquisition Debt payment (\$10.77 m over 5 yrs) ended 2019. As per previous financial plans, increase transfer to reserves with equivalent of debt payment.
- b. 2019 Surplus: Includes increased revenues from Class Registrations \$23.6k. Under expenditures for payroll \$175.4k, planning \$48.3k, bldg repairs & mtce, security, park mtce, and various line items. Vehicle Operations \$30.6k, Interpretation \$18.2k, janitorial supplies and office supplies over budget.
- c. Increases: Payroll \$96k (staffing and contract increases), GIS Program \$44k, Telephone \$1k, Insurance \$6k, SBC Insurance \$3k, Signs \$1k, Office Supplies \$1k, Janitorial Supplies \$2k, Garbage Pick Up \$1.5k, Safety Equipment \$9k, Building/Equip. Assessment \$10k, Vehicle Ops \$20k, Contract Services \$50k.
Decreases: Travel \$2k, Training \$1k, Small Tools \$1k, Legal \$5k, North Zone Mtce \$5k, Central Zone Mtce \$2.5k, Building Rep & Mtce \$10k, Vandalism Repair \$1k, Water Rates \$1k, Irrigation Rep & Mtce \$1k, Equip Rep & Mtce \$1k, Gas & Oil \$1k, Equip Rental \$1k, Security \$15k, Planning \$42.7k.
- d. In 2019, for future financial plans, the Board approved that the combined amount being transferred to reserves and used to pay down land acquisition debt is only to be increased by 1.5% annually, as a reasonable representation of assessment growth. In the past, a specific tax rate of \$0.09 was used, which would have created an unintended consequence of causing a large tax increase per average home.
Note: As debt has been reduced or ended in prior years, the equivalent of those former payment amounts continues to be directed into funding capital reserves.
The capital facilities reserve can be use for development and land acquisition and all capital purposes.
- e. Transfer to Equipment Reserves is required for vehicle and equipment replacement.
- f. Utilize operating reserve to mitigate the impact of the change in surplus carried forward.
- g. ICIP Fed/Prov Grant for the Black Mountain / sntsk'il'nten Regional Park Development.
- h. CONC Bird Viewing Platform
- i. Land Acquisition Strategy using Land Reserves.
- j. Adding .89 FTE
- k. July Amendment: Additional Student Grants \$39k.
- l. July Amendment: Transfer vehicle from cc 401 - WWTP for \$2k.
- m. December Amendment: Add \$253,750 to repairs & mtce. Spring freshet in 2020 eroded streambank upstream of Cedars Bridge on Mission Creek Greenway. Damage is not eligible for EMBC or DFA funding. Repairs needed prior to 2021 Freshet to protect bridge asset. Reduce transfer to reserves in 2020, but resume the transfer of the equivalent reduction in 2021.
- n. December Amendment: Add \$4k to Traders' Cove Picnic Shelter geotechnical and \$4.1k for Raymer Bay Picnic Shelter geotechnical.
- o. February 2021 Amendment: COVID Grant \$160k and related expenses (PPE, Washrooms, Cleaning, staff, etc.).

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 058 -- Scotty Heights Street Lights

Department: Engineering Services (Public Works)

Amended February 2021

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
<u>Revenue:</u>					
Tax Req - EA Cent Ok East	(18,060)	(18,422)	(18,823)	(19,199)	(19,583)
Previous Year's Surplus/Deficit	(881) a	(0)	(0)	(0)	(0)
Transfer from Operating Reserve	(1,121) b	0	0	0	0
Engineering Admin OH	528	538	549	560	571
Administration OH	1,545	1,577	1,641	1,673	1,707
Total Revenue	(17,989)	(16,307)	(16,633)	(16,966)	(17,306)
<u>Expenses:</u>					
Operations	17,108 b	16,307	16,633	16,966	17,305
Transfer to Operating Reserve	881 a	0	0	0	0
Total Expenses	17,989	16,307	16,633	16,966	17,305
(Surplus) / Deficit	(0)	(0)	(0)	(0)	(1)
FTE's	0.01	0.01	0.01	0.01	0.01
<u>Tax Levy:</u>					
Tax Requisition	(18,060)	(18,422)	(18,823)	(19,199)	(19,583)
Residential Tax Rate	0.0758	0.0766	0.0775	0.0782	0.0790
(per \$1000 of assessment)					

Operating Reserve Bal. at Y/E	(862) ab	(871) b	(879) b	(888) b	(897) b
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Notes

These streetlights are in the Central Okanagan East Electoral Area.

a. Transfer surplus to operating reserve.

b. February 2021 Amendment: Additional electricity expenses of \$1.1k caused deficit, requiring use of operating reserve to reduce deficit to nil.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 301 -- Killiney Beach Water System

Department: Engineering Services (Water Systems)

Amended Jul & Dec 2020 & Feb 2021

Water Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Water User, Late Pmt & Insp. Fees	(194,391) i	(190,228)	(194,033)	(197,913)	(201,872)
Maintenance / Asset Renewal Fees	(284,256) b	(284,256) b	(284,256) b	(284,256) b	(284,256) b
Parcel Tax	0	0	(49,235) g,j	(199,788) g,j	(199,788) g,j
Grants	(8,010) h	0	0	0	0
Previous Year's Surplus/Deficit	(54,725) a	0	(0)	0	(0)
Engineering Admin OH	5,593	5,705	5,819	5,936	6,055
Administration OH	24,577	25,068	25,570	26,082	26,603
Total Revenue	(511,212)	(443,710)	(496,134)	(649,939)	(653,259)
Expenses:					
Operations	185,401 chl	172,888	176,346	179,873	183,470
Debt Payments	0	0	49,235 g,j	199,788 g,j	199,788 g,j
Transfer to Cap. Fac Reserves	325,811 b	270,822 b	270,554 b	270,278 b	270,000 b
Total Expenses	511,212	443,710	496,135	649,939	653,258
(Surplus) / Deficit	0	(0)	0	(0)	(1)
FTE's	0.46	0.46	0.46	0.46	0.46
Parcel Tax	0	0	(49,235) g,j	(199,788) g,j	(199,788) g,j

Water Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Capital Financing	0	0	(2,461,750) g,j	0	0
Grants	(58,154) d,f	0	0	0	0
CWF Gas Tax Cap Fac. Rsrv	(33,183) e,f	0	0	0	0
Transfer From Equip Reserves	(473,250) i,k	(20,750)	(119,000) j	0	0
Transfer From Cap. Fac. Reserve	(177,285)	0	(940,000)	(20,750)	(20,750)
Total Revenue	(741,872)	(20,750)	(3,520,750)	(20,750)	(20,750)
Expenses					
Metering Program	5,300	5,300	5,300	5,300	5,300
Equipment/SCADA	7,000	0	0	0	0
Distribution System	232,421 f,j	0	0	0	0
Leak Detection Equipment	10,000	0	0	0	0
Equipment & Improvements	15,450	15,450	15,450	15,450	15,450
UV Disinfecting System	51,500 f,k	0	3,500,000 g	0	0
Intake Replacement	420,201 f	0	0	0	0
Total Expenses	741,872	20,750	3,520,750	20,750	20,750
(Surplus) / Deficit	0	0	0	0	0
Equip Reserve Fund Bal at Y/E	(193,072) i,k	(174,596)	(56,152) j	(56,713)	(57,280)
Capital Facility Reserve Bal at Y/E	(448,791) b	(724,101) b	(52,496) b	(302,341) b	(554,407) b

Notes

- a. Surplus due to higher revenues from late payment fees, water user fees, water system cost recovery and connection fees. Costs for payroll, leak detection & repair and electricity were also lower than expected.
- b. Transfer asset renewal fees and additional funds to reserves.
- c. Increases: Equipment Repairs & Mtce \$15k, and misc. \$2.2k. Decreased Payroll \$13.4k.
- d. Remainder of Build Canada Grant.
- e. Community Works Fund Gas Tax (from the Capital Facilities Reserve Fund) projects: \$33,183 Carry forward of remaining Board approved amount for Filtration.
- f. 2019 projects carried forward.
- g. IHA Required work under discussion. Contingent on finding an alternative solution, receiving financing or grant. This scenario assumes approval for debt & parcel tax received, MFA Financing 20 years, conservatively at 4%.
- h. OBWB Grant for Source Protection Plan Study \$8k.
- i. July Amendment: Add \$90k re: PRV Installation.
- j. July Amendment: Additional Financing required due to additional use of reserves in 2020.
- k. December Amendment: Reduce from \$106k to \$51.5k.
- l. February 2021 Amendment: Late Payment Fee Foregone Revenue \$7.9k Budgeted re: COVID Grant.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 303 -- Falcon Ridge Water System

Department: Engineering Services (Water Systems)

Amended Jul, Sep, & Dec 2020 & Feb 2021

Water Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue:</u>									
Water User, Late Pmt & Insp. Fees	(53,476)	j	(52,182)		(53,225)		(54,290)		(55,375)
Maintenance / Asset Renewal Fee	(31,020)	a	(25,245)	a	(25,246)	a	(25,246)	a	(25,245)
Previous Year's Surplus/Deficit	19		(0)		(0)		(0)		(0)
Engineering Admin OH	1,860		1,897		1,935		1,974		2,013
Administration OH	8,172		8,335		8,502		8,672		8,845
Other - Property Owner Contributions	0	ef	(228,000)	f,i	0		0		0
Total Revenue	(74,445)		(295,194)		(68,034)		(68,889)		(69,761)
<u>Expenses:</u>									
Operations	68,168	bgj	57,484		58,634		59,806		61,002
Transfer to Cap. Fac Reserves	6,277	aefg	237,710	afi	9,400	a	9,083	a	8,759
Total Expenses	74,445		295,194		68,034		68,889		69,761
(Surplus) / Deficit	(0)		(0)		(0)		(0)		(0)
FTE's	0.15		0.15		0.15		0.15		0.15

Water Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue</u>									
Tsfr from Gas Tax Cap Fac. Rsv	(15,016)	c,d	0		0		0		0
Transfer From Equip Reserves	(2,509)		0		0		0		0
Transfer From Cap. Fac. Reserve	(9,529)	e,f,h	(235,300)	fi	(5,150)		(5,150)		(5,150)
Total Revenue	(27,054)		(235,300)		(5,150)		(5,150)		(5,150)
<u>Expenses</u>									
Distribution System Improvements	0	cdeff	225,000	fhi	0		0		0
Reservoir	8,554	d	0		0		0		0
Equipment/SCADA	3,500		0		0		0		0
Controls & Instrumentation	15,000		0		0		0		0
Equipment & Improvements	0		10,300		5,150		5,150		5,150
Total Expenses	27,054		235,300		5,150		5,150		5,150
(Surplus) / Deficit	0		0		0		0		0
Equip Reserve Fund Bal at Y/E	0		-		0		0		0
Capital Facility Reserve Bal at Y/E	(7,108)	a	(9,613)	a	(14,002)	a	(18,114)	a	(21,940)

Notes

- a. Transfer asset renewal fees to reserves. Full transfer cannot be made. Additional rate review may be required.
- b. Increases: Travel \$3k, Payroll \$2.3k, Equip. Repairs & Mtce \$1.3k, Ministry testing \$0.5k, and misc. \$1.35k.
- c. Community Works Fund Gas Tax funding:
Previously approved Capital:
Hydrants \$15k
- d. 2019 projects carried forward.
- e. July Amendment: Property Owner Contributions \$111k re: Peregrin Water System is being abandoned and 3 properties joining system, making \$111k contribution resulting in equivalent expansion project. Establishment bylaw must be amended before work can proceed.
- f. September Amendment: Moved July amendment amounts of \$111k to 2021 plus additional \$67k for a total of \$178k. Expansion project of \$178k for properties joining the system. Establishment bylaw must be amended before work can proceed and property owner financing of project is yet to be determined. If Financing is used, borrowing and a parcel tax will be required. Expenditures for 2021 cannot be made until financing is determined
- g. December Amendment: Add \$10k to operating for Well Pump Spare replacement. Reduce transfer to reserves accordingly.
- h. December Amendment: Move \$15.9k to capital to 2021. Add \$31.1k for additional costs.
- i. December Amendment: Additional Property Owner Contributions \$50k
- j. February 2021 Amendment: Late Payment Fee Foregone Revenue \$1.8k Budgeted re: COVID Grant.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 305 -- Sunset Ranch Water System

Department: Engineering Services (Water Systems)

Amended February 2021

Water Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue:</u>									
Water User, Late Pmt & Insp. Fees	(132,990)	d	(135,046)		(137,746)		(140,501)		(143,312)
Maintenance / Asset Renewal Fee	(67,448)	b	(67,448)	b	(67,448)	b	(67,448)	b	(67,448)
Previous Year's Surplus/Deficit	(47,079)	a	0		0		(0)		0
Engineering Admin OH	4,264		4,349		4,437		4,525		4,615
Administration OH	18,735		19,109		19,491		19,882		20,278
Total Revenue	(224,518)		(179,036)		(181,266)		(183,543)		(185,867)
<u>Expenses:</u>									
Operations	129,796	cd	131,788		134,424		137,112		139,854
Transfer to Capital Facility Reserves	94,722	b	47,248	b	46,842	b	46,431	b	46,013
Total Expenses	224,518		179,036		181,266		183,543		185,867
(Surplus) / Deficit	0		0		(0)		0		0
FTE's	0.46		0.46		0.46		0.46		0.46

Water Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue</u>									
Transfer From Equip Reserves	(33,050)		(26,050)		(26,050)		(26,050)		(26,050)
Total Revenue	(33,050)		(26,050)		(26,050)		(26,050)		(26,050)
<u>Expenses</u>									
Meters	18,800	e	10,600		10,600		10,600		10,600
Equipment & Improvements	7,250	e	15,450		15,450		15,450		15,450
Equipment/SCADA	7,000		0		0		0		0
Total Expenses	33,050		26,050		26,050		26,050		26,050
(Surplus) / Deficit	0		0		0		0		0
Equip Reserve Fund Bal at Y/E	(341,736)		(318,842)		(295,720)		(272,367)		(248,780)
Capital Facility Reserve Bal at Y/E	(161,224)	b	(210,085)	b	(259,028)	b	(308,049)	b	(357,142)

Notes

- a. Surplus due to higher than anticipated revenues from partial year rate increases for water system cost recovery, asset renewal fees and water user fees and reduced costs for contract services, payroll and travel.
- b. Transfer includes asset renewal fees. For 2021 onward, it does not appear that the full transfer will be able to be made.
- c. Increases: Payroll \$1.08k, misc. \$2.47k. Decreased Contract Services \$5.5k.
- d. February 2021 Amendment: Late Payment Fee Foregone Revenue \$.6k Budgeted re: COVID Grant.
- e. February 2021 Amendment: Move \$8.2k from Equipment to Meters.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 306 -- Trepanier Bench Water System

Department: Engineering Services (Water Systems)

Amended Dec 2020 & Feb 2021

Water Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue:									
Water User, Late Pmt & Insp. Fees	(22,000)		(22,440)		(22,888)		(23,346)		(23,814)
Maintenance / Asset Renewal Fee	(8,448)	b	(8,448)		(8,448)		(8,448)		(8,448)
Insurance Proceeds	(2,539)	b	0		0		0		0
Previous Year's Surplus/Deficit	(786)	ab	(0)		(0)		0		0
Engineering Admin OH	695		709		723		738		753
Administration OH	3,055		3,116		3,179		3,242		3,307
Rental	(600)	d	(600)	d	0		0		0
Total Revenue	(30,623)		(27,663)		(27,434)		(27,814)		(28,203)
Expenses:									
Operations	26,280	cf	21,490		21,920		22,358		22,805
Transfer to Capital Facility Reserves	4,343	bf	6,173	b	5,514	b	5,456	b	5,397
Total Expenses	30,623		27,663		27,434		27,814		28,202
(Surplus) / Deficit	(0)		(0)		0		0		(0)
FTE's	0.06		0.06		0.06		0.06		0.06

Water Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue									
Transfer from Cap Fac. Reserve	(2,000)	ef	(7,370)	g	(2,060)		(2,060)		(2,060)
Total Revenue	(2,000)		(7,370)		(2,060)		(2,060)		(2,060)
Expenses									
Equipment Improvements	2,000	efg	5,870	g	2,060		2,060		2,060
Equipment/SCADA	0	fg	1,500	g	0		0		0
Total Expenses	2,000		7,370		2,060		2,060		2,060
(Surplus) / Deficit	0		0		0		0		0
Equip Reserve Fund Balance at Y/E	0		-		-		-		-
Capital Facility Reserve Bal at Y/E	(2,366)	befg	(1,119)	b	(4,564)	b	(7,985)	b	(11,381)

Notes

a. Surplus: Increased equipment repair costs resulting from contractor error, offset by contractor insurance coverage. Increased water user fee and asset renewal revenues offset increased travel (equipment pool) costs and Trepanier Ditch Water expense reflected for 2018 and 2019.

b. Transfer includes asset renewal fees. Only able to transfer full amount because of surplus and insurance proceeds. For 2021 onward, it does not appear that the full transfer will be able to be made.

c. Increases: Travel \$1.5k, Ministry testing \$0.5k, Payroll \$0.23k, and misc. \$0.73k. Decreased Equip Repairs & mtce \$2.9k.

d. Five year contract for space rental to Peachland. Ends 2021.

e. December Amendment: Pressure Tank Replacement

f. February 2021 Amendment: Due to increased expenditures a deficit resulted. Mitigating deficit by reducing reserve transfer from \$9,554 to \$4,343.

g. February 2021 Amendment: Reduced Capital due to adjustment f above. Not enough in reserves. Removed \$1.8k SCADA & \$3.8k Equip & moved to 2021.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 307 -- Westshore Water System

Department: Engineering Services (Water Systems)

Amended Jul & Dec 2020 & Feb 2021

Water Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue:									
Water User, Late Pmt & Insp. Fees	(199,300)	h	(194,973)		(198,872)		(202,850)		(206,907)
Maintenance / Asset Renewal Fee	(367,488)	b	(367,488)	b	(367,488)	b	(367,488)	b	(367,488)
Parcel Tax	0		0		(30,228)	e	(119,624)	e	(119,624)
Previous Year's Surplus/Deficit	(44,848)	a	0		(0)		(0)		0
Engineering Admin OH	6,765		6,900		7,038		7,179		7,323
Administration OH	29,725		30,319		30,925		31,544		32,175
OBWB Grant	(8,010)	f	0		0		0		0
Total Revenue	(583,156)		(525,241)		(558,625)		(651,239)		(654,521)
Expenses:									
Operations	221,157	cfh	209,097		213,279		217,545		221,895
Debt Payments	0		0		30,228	e	119,624	e	119,624
Transfer to Capital Facility Reserves	361,999	b	316,144	b	315,118	b	314,071	b	313,002
Total Expenses	583,156		525,241		558,625		651,240		654,521
(Surplus) / Deficit	0		(0)		(0)		0		0
FTE's	0.56		0.56		0.56		0.56		0.56
Parcel Tax	0		0		(30,228)		(119,624)		(119,624)

Water Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue									
Capital Financing	0		0		(1,487,240)	e	0		0
Transfer From Equip Reserves	(233,360)	g	(18,630)		(1,166,510)		0		0
Transfer from Cap Fac. Reserve	(135,008)		0		(1,077,000)		(20,750)		(20,750)
Total Revenue	(368,368)		(18,630)		(3,730,750)		(20,750)		(20,750)
Expenses									
Equip & Improvements	15,450	d	15,450		15,450		15,450		15,450
Metering	11,410	i	3,180		5,300		5,300		5,300
Equipment/SCADA	7,000		0		0		0		0
Leak Detection Equipment	23,000	d,i	0		0		0		0
Distribution System	125,000		0		0		0		0
Reservoir	135,008	d	0		0		0		0
UV Disinfection System	51,500	d,g	0		3,710,000	e	0		0
Total Expenses	368,368		18,630		3,730,750		20,750		20,750
(Surplus) / Deficit	0		0		0		0		0
Equip Reserve Fund Balance at Y/E	(1,228,636)	g	(1,222,106)		(56,152)		(56,714)		(57,281)
Capital Facility Reserve Bal at Y/E	(596,025)	b	(918,129)	b	(154,659)	b	(449,319)	b	(745,856)

Notes

- Surplus primarily due to higher revenues from asset renewal, water system cost recovery, and late payment fees; reduced payroll costs also contributed to the surplus. Contract services was higher than budgeted \$17.7k.
- Transfer asset renewal fees to reserves. Full transfer cannot be made. Additional rate review may be required.
- Increases: Equip Repairs & Mtce \$38k, Travel \$1k, and misc. \$2.5k. Decreases: Payroll \$11k, and Leak Detection & Repair \$5k.
- Carryforward 2019 project.
- IHA Required work under discussion. Contingent on finding an alternative solution, receiving financing or grant. This scenario assumes approval for debt & parcel tax received, MFA Financing 20 years, conservatively at 4%.
- July Amendment: OBWB Grant \$8k for Source Protection Study.
- December Amendment: Reduce from \$106k to \$51.5k.
- February 2021 Amendment: Late Payment Fee Foregone Revenue \$8.2k Budgeted re: COVID Grant.
- February 2021 Amendment: Move \$8.2k from Leak Detection Equipment to Meters.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 310 -- Fintry / Valley of the Sun Water System

Department: Engineering Services (Water Systems)

Amended February 2021

Water Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Water User, Late Pmt & Insp. Fees	(99,566) f	(100,325)	(104,331)	(108,418)	(112,586)
Maintenance / Asset Renewal Fee	(79,300) d	(79,300) d	(79,300) d	(79,300) d	(79,300) d
Parcel Tax	(220,605) b	(220,605)	(220,605)	(220,605)	(220,605)
MOTI Parcel Tax Contribution	(6,536) b,c	(6,536)	(6,536)	(6,536)	(6,536)
Previous Year's Surplus/Deficit	(37,299) a	0	0	(0)	0
Engineering Admin OH	3,010	3,070	3,131	3,194	3,258
Administration OH	13,224	13,488	13,758	14,033	14,314
Total Revenue	(427,072)	(390,208)	(393,883)	(397,633)	(401,455)
Expenses:					
Operations	94,366 e,f	93,021	94,881	96,779	98,715
Debt Payments	227,141 b,c	227,141	227,141	227,141	227,141
Transfer to Cap Fac Reserves	105,565 d	70,046 d	71,860 d	73,713 d	75,600 d
Total Expenses	427,072	390,208	393,882	397,633	401,456
(Surplus) / Deficit	0	0	(0)	0	0
FTE's	0.25	0.25	0.25	0.25	0.25
Parcel Tax	(220,605)	(220,605)	(220,605)	(220,605)	(220,605)

Water Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Transfer From Equip Reserves	(35,400)	(20,900)	(20,900)	(20,900)	(20,900)
Total Revenue	(35,400)	(20,900)	(20,900)	(20,900)	(20,900)
Expenses					
Controls & Instrumentation	0 g	0	0	0	0
Metering	25,830 g	10,600	10,600	10,600	10,600
Equipment/SCADA	0 g	0	0	0	0
Equipment & Improvements	9,570 g	10,300	10,300	10,300	10,300
Total Expenses	35,400	20,900	20,900	20,900	20,900
(Surplus) / Deficit	0	0	0	0	0
Equip Reserve Fund Bal. at Y/E	(116,725)	(96,783)	(76,642)	(56,299)	(35,753)
Cap Facility Reserve Bal at Y/E	(335,658) d	(409,061) d	(485,011) d	(563,574) d	(644,810) d

Notes

- Surplus due to higher revenues from water user fees, asset renewal fees, water system cost recovery and late payment fees. Costs for travel (vehicle operations), and electricity were lower than expected. Booster pump breaker replacement resulted in higher than anticipated equipment repairs.
- 30 Year Financing - ends in 2042.
- MOTI purchased 8 lots which became crown land. The related debt / parcel taxes would have shifted to the other property owners. Staff met with MOTI and MOTI agreed to pay a lump sum of \$149k to cover the parcel taxes until 2022, then pay down the related debt for the lots when refinancing comes up in 2022. Approximate annual savings to each of the other lots within the service area is \$20. There are still 22 years of debt payments remaining.
- Transfer includes asset renewal fees. For 2021 onward, it does not appear that the full transfer will be able to be made.
- Increases: Equip Repairs & mtce \$2.5k, Bldg/Equip Assessment Operations \$0.5k, Safety Supplies \$0.5k, and misc. \$0.75k. Decreases: Water Rates \$0.5k, and misc. \$0.36k.

f. February 2021 Amendment: Late Payment Fee Foregone Revenue \$3.17k Budgeted re: COVID Grant.

g. February 2021 Amendment: Move \$15.2k from Equipment, SCADA & Controls to Meters.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 499 -- Ellison Sewer System

Department: Engineering Services (Sewer Systems)

Amended February 2021

Sewer Revenue Fund Budgets

Community Services (Engineering)

	2020 Budget		2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
<u>Revenue:</u>						
Sewer User Fees	(120,373)	c	(125,931)	(132,228)	(138,839)	(145,781)
Maintenance/Asset Renewal Fees	(29,916)		(29,916)	(29,916)	(29,916)	(29,916)
Previous Year's Surplus/Deficit	(4,831)	a	0	0	0	0
Engineering Admin OH	3,617		3,838	4,063	4,309	4,561
Administration OH	10,595		11,246	11,906	12,628	13,364
Total Revenue	(140,908)		(140,763)	(146,174)	(151,818)	(157,772)
<u>Expenses:</u>						
Operations	126,237	bcd	116,300	123,126	130,589	138,200
Transfer to Reserves	14,671	d	24,463	23,048	21,229	19,572
Total Expenses	140,908		140,763	146,174	151,818	157,772
(Surplus) / Deficit	0		0	0	0	0
FTE's	0.13		0.13	0.13	0.13	0.13

General Capital Fund Budgets

	2020 Budget		2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
<u>Revenue</u>						
Transfer From Reserves	(10,600)		(10,600)	(10,600)	(10,600)	(10,600)
Total Revenue	(10,600)		(10,600)	(10,600)	(10,600)	(10,600)
<u>Expenses</u>						
Pump Headworks	10,600		10,600	10,600	10,600	10,600
Total Expenses	10,600		10,600	10,600	10,600	10,600
(Surplus) / Deficit	0		0	0	0	0
Reserve Fund Balance at Y/E	(218,397)	d	(234,338)	(249,023)	(262,037)	(273,523)

Notes

a. Surplus resulting from increased revenues.

b. Contract Services - fee increase and growth.

c. February 2021 Amendment: Late Payment Fee Foregone Revenue \$.4k Budgeted re: COVID Grant.

d. February 2021 Amendment: Fixing annual timing for contract costs. Recognize 5 quarters in 2020. Reduce transfer to reserves, then resume in 2021. \$16k Adjustment.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 020 -- Lakeshore Road Fire Protection

Department: Engineering Services (Fire Services)

Amended February 2021

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Tax Req - EA Cent Ok East	(23,969)	(24,454)	(24,967)	(25,466)	(25,975)
Previous Year's Surplus/Deficit	(741)	(0)	0	0	0
Administration OH	1,139	1,127	1,173	1,196	1,220
Total Revenue	(23,571)	(23,328)	(23,795)	(24,270)	(24,756)
Expenses:					
Operations	23,393 a	23,328	23,795	24,270	24,756
Transfer to Operating Reserve	178 a	0	0	0	0
Total Expenses	23,571	23,328	23,795	24,270	24,756
(Surplus) / Deficit	(0)	0	0	0	0

Tax Levy:

Tax Requisition	(23,969)	(24,454)	(24,967)	(25,466)	(25,975)
Residential Tax Rate	0.5329	0.5383	0.5442	0.5496	0.5550

(per \$1000 of assessment)

Maximum Tax Rate 1.5000

Operating Reserve Balance at Y/E (301) a (304) a (307) a (310) a (313) a

Notes

3rd Party Contract based on assessments.

a. February 2021 Amendment: Additional contract expenses caused deficit, requiring a reduction in the transfer to operating reserve from \$700 to \$178.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 022 -- Joe Rich Fire Department

Department: Engineering Services (Fire Services)

Amended Jul 2020 & Feb 2021

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
<u>Revenue:</u>					
PEP Comp., Misc Rev, & Sundry Sales	(34,990) m,p	0	0	0	0
Tax Req - EA Cent Ok East	(503,927)	(506,287)	(523,812)	(541,489)	(559,318)
COVID Grant	(4,900) n	0	0	0	0
Previous Year's Surplus/Deficit	25,030 a,b	0	0	0	0
Administration OH	32,517	33,179	33,842	34,519	35,209
Total Revenue	(486,270)	(473,108)	(489,970)	(506,970)	(524,109)
<u>Expenses:</u>					
Operations	348,824 clmp	343,108	349,970	356,970	364,109
Transfer to Capital Facility Reserve	137,446 dmp	130,000 d	140,000 d	150,000 d	160,000 d
Total Expenses	486,270	473,108	489,970	506,970	524,109
(Surplus) / Deficit	0	0	0	0	0
FTE's	0.2530 e	0.2530	0.2530	0.2530	0.2530

Tax Levy:

Tax Requisition	(503,927)	(506,287)	(523,812)	(541,489)	(559,318)
Residential Tax Rate	1.5917	1.5833	1.6219	1.6600	1.6977
(per \$1000 of assessment)					
Maximum Tax Rate	2.5000				

General Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
<u>Revenue</u>					
Sale of Asset / Internal Transfer	0	0	(25,000)	0	0
Grant	(25,000) k	0	0	0	0
Transfer From Equip. Reserves	0	0	(25,719)	0	0
Trsfr From CWF Cap Fac. Rsv	(29,254) f	0	0	0	0
Transfer from Cap Fac Reserve	(110,870) k,m	(49,569)	(587,984)	(77,442)	(73,292)
Total Revenue	(165,124)	(49,569)	(638,703)	(77,442)	(73,292)
<u>Expenses</u>					
SCBA	10,025 k	8,058	8,219	8,384	8,551
Water Supply / Cisterns	30,900 f	0	0	0	0
Radios & Pagers	7,597	7,749	7,904	8,026	8,267
Trucks	10,700 m	0	550,000	0	0
Turnout Gear	10,308	10,514	11,290	11,516	11,746
Hall Renovations	75,534 g,o	12,180	50,000	38,000 h	32,982 i
Equipment	20,060 k,o	11,068	11,290	11,516	11,746
Total Expenses	165,124	49,569	638,703	77,442	73,292
(Surplus) / Deficit	0	0	0	0	0
Equip Reserve Balance at Y/E	(25,464)	(25,719)	0	0	0
Capital Facilities Reserve Bal. at Y/E	(423,934) dkmp	(508,109) dp	(59,326) dp	(131,703) dp	(218,995) dp
Joe Rich Water Cap Fac Bal	(15,181) j	(20,333)	(25,536)	(30,791)	(36,099)

Notes

- Major deficit due to overspending. Must be recovered in 2020 requisition. Over expenditures include Payroll \$25.8k, Training \$6k Building Repairs & Mtce \$5k, Equipment Repairs & Mtce \$6k, Uniforms \$1.5k, Supplies & Cleaning \$14k. Vehicle Operations allocations were under \$10.5k, & various line items under by \$5k in total.
- Normal Board practice is to transfer any response revenues net of expenses to reserves. This did not occur because of the large deficit. Additional unbudgeted revenue of \$17.3k used to offset deficit instead.
- Increases: Payroll \$5k, Training \$2k, Insurance \$1k, Turn Out Gear Cleaning \$3.5k, FMR Equipment \$3k, Equip Rep & Mtce \$1k, Various Minor \$2k.
Decreases: Electricity \$4.5k, Equipment \$1k, Vehicle Ops \$8k.
- Reserves must continue to be built to a much higher level. Trucks totalling \$2.135 million are scheduled to be replaced in 2022 (\$550k), 2025 (\$200k), 2029 (\$520k), 2030 (\$215k) plus \$650k beyond that. In the past, the tolerance for rate increases and reserve transfers has been low for this service.
There are two firehalls that must be staffed, equipped and maintained, and the assessment tax base is very low. Improvements for 2 Halls over 20 years are expected to be \$745k.
- Fire Services Manager and support staff.
- Community Works Fund Gas Tax funding approved May 30th, 2016. Carryover of \$30,000 from 2018.
- Includes Roof, hot water heater, water treatment system, lighting fixtures.
- Thermostat, water treatment system, electrical upgrade.
- Lighting fixtures, exhaust ventilation system, and various.
- Joe Rich Water System Asset resides here. 022 - Joe Rich Fire, 144 - Eastside Parks, and 123 - Joe Rich Hall each contribute 1/3 share of operating costs which includes annual contribution to reserves of \$5k.
- Possible Grant Funding for SCBA and equipment reduces reserve usage.
- July Amendment: OFC Dispatch Recoding Project \$1.2k added to each Fire Dept. Reduced supplies budget.
- July Amendment: Donation of \$10k from Firefighters' Recognition Fund to purchase Utility Vehicle from Big White Fire Dept. for \$10.7k. Additional operating costs of \$1.5k covered by other savings in payroll and travel.
- February 2021 Amendment: COVID Grant \$4.9k and related expenses (PPE, etc.).
- February 2021 Amendment: Equipment was overspent by \$5.3k. Moved funds from renovation.
- February 2021 Amendment: Christie Mountain Wildfire Response \$25k. Transfer net amount after costs to reserves \$17.4k.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 023 -- North Westside Rd Fire Rescue Department

Department: Engineering Services (Fire Services)

Amended Jul & Sep 2020 & Feb 2021

General Revenue Fund Budgets

	2020 Budget		2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:						
PEP Comp. & Sundry Sales	(10,667)	p	0	0	0	0
Tax Req - EA Cent Ok. West	(572,815)		(586,786)	(607,743)	(628,078)	(648,599)
COVID Grant	(5,535)	o	0	0	0	0
Previous Year's Surplus/Deficit	(37,104)	a	0	0	0	0
Administration OH	39,473		40,276	41,904	42,742	43,596
Total Revenue	(586,648)		(546,509)	(565,839)	(585,336)	(605,003)
Expenses:						
Operations	499,329	b,j,k,l,n,o,p,q	416,509	424,839	433,336	442,003
Transfer to Capital Fac. Reserve	87,319	abc,i,k,n,p	130,000	141,000	152,000	163,000
Total Expenses	586,648		546,509	565,839	585,336	605,003
(Surplus) / Deficit	0		0	0	0	0
FTE's	0.2530	d	0.2530	0.2530	0.2530	0.2530

Tax Levy:

Tax Requisition

Residential Tax Rate

(per \$1000 of assessment)

Maximum Tax Rate

1.3500

(572,815)	(586,786)	(607,743)	(628,078)	(648,599)
0.7671	0.7781	0.7979	0.8164	0.8347

General Capital Fund Budgets

	2020 Budget		2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue						
Grant	(25,000)	h	0	0	0	0
Transfer from Cap Fac Reserve	(84,741)	h,m	(30,342)	(85,746)	(156,262)	(526,787)
Transfer From Equip. Reserves	(1,047)		0	0	0	0
Total Revenue	(110,788)		(30,342)	(85,746)	(156,262)	(526,787)
Expenses						
Trucks	0		0	0	0	480,000
SCBA	31,280	h	5,100	60,000	130,000	0
Equipment	38,605	e,r	9,118	9,300	9,486	9,676
Pagers & Radios	6,895	r	5,610	5,722	5,837	5,953
Firehall Renovations	20,000	f,m	0	0	0	20,000
Turn Out Gear	10,308		10,514	10,724	10,939	11,158
Boathouse	3,700		0	0	0	0
Total Expenses	110,788		30,342	85,746	156,262	526,787
(Surplus) / Deficit	0		0	0	0	0
Equip. Reserve Fund Bal. at Y/E	(0)		(0)	(0)	(0)	(0)
Capital Facility Reserve Bal. at Y/E	(428,170)	achikmnp	(532,110)	(592,685)	(594,350)	(236,506)

Notes

- Surplus due to under expenditures for payroll, training, uniforms, equipment rep & mtce, vehicle ops, security, responses, and various line items. Transfer difference between annual surpluses of \$36k to reserves.
- Net reduction to Operating expenses budgeted. Transfer excess \$6.9k to reserves.
Increases: Payroll \$6.7k, Insurance \$1.5k, Turn Out Gear Cleaning \$3.5k, Bldg Rep & Mtce \$1k, FMR Equipment \$3k.
Decreases: Training \$10k, Telephone \$1k, Uniforms \$2k, Supplies \$3k, Electricity \$1k, Equipment \$1k, Vehicle Ops \$5k, Misc. \$1k.
- It is highly recommended that the entire surplus and reduction to operating expenses be transferred to reserves in addition to annually increasing regular reserve transfers by \$11k. In addition to regular capital needs, after 2020, the following truck replacements totalling \$3.356 million are coming up: 2024 (\$480k), 2028 (\$200k), 2029 (\$501k), 2031 (\$75k), 2032 (\$600k), 2033 (\$100k), 2036 (\$1.4m). There are also 2 halls which are estimated to need \$465k in improvements.
- Fire Services Manager and support staff.
- Industrial Washing Machine, High Flow Quickeer Fans.
- Hot Water Heater and eavestroughs.
- SCBA System.
- Possible Grant Funding for SCBA. Remainder comes from reserves.
- July Amendment: Roof Leak & Repairs \$16k. Reduce Transfer to reserves to fund.
- July Amendment: OFC Dispatch Recoding Project \$1.2k added to each Fire Dept. Reduced supplies budget.
- July Amendment: Increase legal and other costs re: HR issues \$51k. Reduction to transfer to reserve is necessary to fund these expenditures.
- Sep Amendment: Add \$4k Wildland PPE and reduce other line items for Travel, Vehicle Operations & Repairs & Maintenance accordingly.
- Sep Amendment: Reduce Firehall Renovations net \$4k: Add \$8k for Fencing and remove \$12k for other projects. Adjust use of reserves.
- Sep Amendment: Increased legal and other costs re: HR issues by another \$15k. Reduction to transfer to reserve is necessary to fund these expenditures.
- February 2021 Amendment: COVID Grant \$5.5k and related expenses (PPE, etc.).
- February 2021 Amendment: Wildfire Responses Christie Mountain \$5.8k, Sugar Loaf Mtn. \$4.8k. Transfer net amount after costs to reserves \$7.2k.
- February 2021 Amendment: Increased legal fees by \$6.5k to \$61.5k. Reduced Building Rep & Mtce.
- February 2021 Amendment: Pagers and Radios over by \$1.4k. Moved budget amount from equipment.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 024 -- Wilson's Landing Fire Department

Department: Engineering Services (Fire Services)

Amended Jul 2020 & Feb 2021

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
PEP Comp. & Sundry Sales	(9,179) i	0	0	0	0
Tax Req - EA Cent Ok. West	(278,111)	(320,838)	(336,677)	(352,150)	(367,733)
COVID Grant	(5,920) h	0	0	0	0
Previous Year's Surplus/Deficit	(27,467)	0	0	0	0
Administration OH	23,145	23,616	24,570	25,062	25,563
Total Revenue	(297,532)	(297,222)	(312,106)	(327,089)	(342,170)
Expenses:					
Operations	249,253 bghi	244,222	249,106	254,089	259,170
Transfer to Cap. Fac. Reserve	48,279 a,c,i	53,000 c	63,000 c	73,000 c	83,000 c
Total Expenses	297,532	297,222	312,106	327,089	342,170
(Surplus) / Deficit	0	0	0	0	0
FTE's	0.2530 d	0.2530	0.2530	0.2530	0.2530

Tax Levy:

Tax Requisition	(278,111)	(320,838)	(336,677)	(352,150)	(367,733)
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Residential Tax Rate	0.7896	0.9019	0.9370	0.9704	1.0033
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(per \$1000 of assessment)

Maximum Tax Rate 2.8500

General Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Grants	(25,000) f	0	0	0	0
Transfer From Equip. Reserves	(60,888) f	(19,539)	0	0	0
Transfer from Cap. Fac. Reserve	(31,532)	(21,899)	(31,812)	(37,241)	(77,818)
Total Revenue	(117,420)	(41,438)	(31,812)	(37,241)	(77,818)
Expenses					
Pagers and Radios	4,500	4,559	4,650	4,743	4,838
SCBA	12,960 f	5,698	5,812	5,928	6,048
Equipment	43,782 f	9,118	9,300	9,456	9,676
Hall Improvements	45,870 e,f	15,225	5,075	10,000	50,000
Turnout Gear	10,308	6,838	6,975	7,114	7,256
Total Expenses	117,420	41,438	31,812	37,241	77,818
(Surplus) / Deficit	0	0	0	0	0
Equip. Reserve Balance at Y/E	(19,539) f	(0)	(0)	(0)	(0)
Capital Facility Reserve Bal. at Y/E	(162,484) c,i	(195,210) c,i	(228,350) c,i	(266,392) c,i	(274,238) c,i

Notes

- Due to a \$60k requisition increase in 2019 the budgeted reserve transfer for 2019 was reduced from the planned level of \$45k to \$35k.
- Increases: Payroll \$5k, Training \$2.8k, Uniforms \$3k, Turn Out Gear Cleaning \$3.5k, Supplies \$1k, FMR Equipment \$1k, Equipment \$8k, Misc. \$1k. Decreases: Telephone \$1k.
- In future, in order to avoid debt financing, the revised \$35k planned reserve transfer would now need to be increased by \$8k in 2020, then \$10k annually, order to be able to fund \$1.54 million in future truck purchases from reserves: 2031 (\$700k), 2035 (\$570k), & 2038 (\$270k). Estimates for hall improvements over 20 years are \$383k.
- Fire Services Manager and support staff.
- AV system, baseboard heaters, hot water heater, chain link fence, etc.
- Possible Grant Funding for SCBA, Equipment and Hall. Remainder comes from reserves.
- July Amendment: OFC Dispatch Recoding Project \$1.2k added to each Fire Dept. Reduced supplies budget.
- February 2021 Amendment: COVID Grant \$5.9k and related expenses (PPE, etc.).
- February 2021 Amendment: Christie Mountain Wildfire Response \$9.2k. Transfer net amount after costs to reserves \$5.2k.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 028 -- June Springs Fire Protection

Department: Engineering Services (Fire Services)

Amended February 2021

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Tax Req - EA Cent Ok East	(15,087)	(15,726)	(16,055)	(16,376)	(16,703)
Previous Year's Surplus/Deficit	(81)	0	0	0	0
Administration OH	711	725	754	769	784
Transfer from Operating Reserve	(392) ac	0	0	0	0
Total Revenue	(14,849)	(15,001)	(15,301)	(15,607)	(15,919)
Expenses:					
Operations	14,849 bc	15,001	15,301	15,607	15,919
Total Expenses	14,849	15,001	15,301	15,607	15,919
(Surplus) / Deficit	0	0	0	0	0

Tax Levy:

Tax Requisition	(15,087)	(15,726)	(16,055)	(16,376)	(16,703)
Residential Tax Rate (per \$1000 of assessment)	0.5498	0.5581	0.5642	0.5698	0.5754

Operating Reserve Bal. at Y/E (195) ac (197) c (199) c (201) c (203) c

Notes

- a. Utilize operating reserve to reduce tax impact.
- b. Contract costs from City of Kelowna based on assessments.
- c. February 2021 Amendment: Contract costs higher than budgeted. Amend to use operating reserve to offset deficit to reduce to nil.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 002 -- Administration / Corporate Services

Department: Corporate Services

Amended February 2021

General Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue:									
Sundry Sales & Office Rentals	(108,963)	a	(95,163)	a	(95,163)		(95,163)		(95,163)
Grants	(173,180)	b,o	(168,658)	b,o	(138,000)	b,o	(98,000)		(98,000)
COVID Grant	(80,200)		0		0		0		0
Previous Year's Surplus/Deficit	(147,551)	c	0		0		0		0
Transfer from Operating Reserve	(76,150)	d	(17,575)	j	0		0		0
Administration OH Recovery	(1,179,497)		(1,585,552)		(1,657,003)		(1,754,806)		(1,813,266)
Total Revenue	(1,765,541)		(1,866,948)		(1,890,166)		(1,947,969)		(2,006,429)
Expenses:									
Operations	1,565,541	e,o	1,641,948	k,l,o	1,640,166	k,o	1,672,969		1,706,429
Transfer to Operating Reserve	0		0		0		0		0
Transfer to Cap. Fac. Reserve	200,000	f	225,000	f	250,000	f	275,000	f	300,000
Total Expenses	1,765,541		1,866,948		1,890,166		1,947,969		2,006,429
(Surplus) / Deficit	0		0		0		0		0
FTE's	8.9510	f,o	9.9510	k,o	9.9510	k,o	9.9510		9.9510

General Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue									
Transfer from Cap Fac Res.	(290,460)		(196,000)	n,o	(288,700)		(180,250)		(185,400)
Total Revenue	(290,460)		(196,000)		(288,700)		(180,250)		(185,400)
Expenses									
Computers & Equipment	22,030	g	20,600		10,300		10,300		10,300
Office Furniture	25,375		5,150		10,300		5,150		10,300
Vehicle	38,095		0		0		0		0
Software	0		0		103,000	m	0		0
Building Improvements	204,960	h	170,250	h	165,100	n	164,800		164,800
Total Expenses	290,460		196,000		288,700		180,250		185,400
(Surplus) / Deficit	0		0		0		0		0
Cap. Fac. Rsrv Fund Bal. At Y/E	(525,596)		(559,852)		(526,750)		(626,768)		(747,635)
Operating Reserve Bal at Y/E	(17,401)	d	(0)	i	(0)		(0)		(0)

Notes

- City of Kelowna moving out in April. \$36.9k Reduction to rental revenue in 2020 and additional \$13.8k in 2021.
- Includes Provincial Unconditional Regional District Administrative Grant \$80k CARIP grant \$18k, and UBCM Asset Management Grant \$5.8k.
- 2019 Surplus due to \$43k in grants received, higher recovery due to capital projects \$45k, and \$60k underexpenditure for various line items: including \$49k contract services, office supplies, offset by some over expenditures in payroll, insurance, grounds maintenance,
- Utilize operating reserve to reduce impact of lost revenue, surplus swing and increased expenses.
- Increases: Payroll \$8k (includes FTE reallocations), Insurance \$3k, Goods & Supplies \$2k, Legal \$30k, Bldg. Assmt \$10k Grounds Mtce \$15k, Communications \$25k.
Decreases: Telephone \$2k, Office Supplies \$7k, Contract Services \$10k, SIBAC \$5k, Electricity \$4k, Misc. \$4k
- Need to continue to build increased reserve levels for admin building and service.
- Includes Folding & Sorting Machine
- Miscellaneous Building Upgrades
- Remove UBCM Asset Management Grant \$5.8k.
- Utilize operating reserve to reduce impact on recovery amount required.
- Add .5 FTE \$38k in 2021 for Records Management (starts 1/2 way through the year, then add remaining .5 for full year in 2022)
- Add \$20k for Contract Services for Records Management and software licensing fees.
- Records Management Software.
- Exterior Painting.
- Add term position part way through 2020 for Energy Efficiency. Funded by \$180k grant from Fortis - \$69k 2020, \$70.6k 2021, \$40k 2022 (includes .5 FTE 2020 \$69k, 1 FTE 2021 \$139k, .5 FTE 2022 \$69k)
- February 2021 Amendment: Add Covid Grant \$80k and related expenses for staffing, cleaning, ppe, signage, and response costs.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 003 -- Finance

Department: Financial Services

Amended February 2021

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Interest	(45,000)	(45,000)	(45,000)	(45,000)	(45,000)
COVID Grant	(46,890) e				
Previous Year's Surplus/Deficit	(436,341) a	0	0	0	0
Transfer from Operating Reserve	0	(100,000) a	0	0	0
Administration OH Recovery	(825,000)	(1,017,212)	(1,143,186)	(1,169,680)	(1,196,704)
Services SIR & OBWB, Sundry Sales	(169,500)	(169,500)	(169,500)	(169,500)	(169,500)
Total Revenue	(1,522,731)	(1,331,712)	(1,357,686)	(1,384,180)	(1,411,204)
Expenses:					
Operations	1,320,137 b,e	1,298,712	1,324,686	1,351,180	1,378,204
Debt Payments	18,000	18,000	18,000	18,000	18,000
Transfer to Equip. Reserves	10,000	15,000	15,000	15,000	15,000
Transfer to Operating Reserve	174,594 a	0	0	0	0
Total Expenses	1,522,731	1,331,712	1,357,686	1,384,180	1,411,204
(Surplus) / Deficit	0	0	0	0	0
FTE's	7.45	7.45	7.45	7.45	7.45

General Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Transfer From Reserves	(95,810)	(17,510) e	(17,510)	(17,510)	(17,510)
Total Revenue	(95,810)	(17,510)	(17,510)	(17,510)	(17,510)
Expenses					
Computers & Equipment	2,060	2,060	2,060	2,060	2,060
Software & Vadim Server Migration	83,450 c	15,450 d	15,450 d	15,450 d	15,450 d
Office Renovation	10,300	0	0	0	0
Total Expenses	95,810	17,510	17,510	17,510	17,510
(Surplus) / Deficit	0	0	0	0	0
Equip. Reserve Fund Balance at Y/E	(151,236)	(150,064)	(148,879)	(147,683)	(146,475)
Operating Reserve Bal at Y/E	(336,045) a	(238,404.97)	(240,789)	(243,197)	(245,629)

Notes

a. Surplus due mostly to higher capital project recoveries and interest (no EOC expenditures funded, and lower capital expenditures) and other underexpenditures. Transfer a portion of surplus to operating reserve for future overhead rate mitigation and to ease eventual transition to funding cloud based software licencing in operating.

b. Increases: Payroll \$40k, Data processing \$2k, Contract Services \$4k, Insurance \$1.7k

c. Transitioning Server to IT Department.

d. Upgrades & Programming.

e. February Amendment: COVID Grant and related expenses. Additional reporting requirements for T4's re: CERB Grants, COVID Grant Reporting, Staff participation on EMT, Expense Tracking for COVID, setting up new systems, EOC, etc.

2021-02-11 RDCO 2020-2024 Financial Plan Bylaw
Amendment No. 1474, 2021 Report Attachment.

Original Bylaw Pages From Financial Plan Bylaw No.
1449, and Amending Bylaws 1460, 1461, 1470, & 1472 for
Reference Purposes.

REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projection

142 -- Regional Parks									
Department:		Parks & Recreation		CURRENT BUDGET			Amended Jul & Dec 2020		
General Revenue Fund Budgets									
	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue:</u>									
Services - WFN	(297,697)		(309,397)		(323,832)		(328,673)		(337,499)
Sundry Rev. & Donations	(68,011)		(68,011)		(68,011)		(68,011)		(68,011)
Tax Requisition - Kelowna	(5,531,205)		(5,746,482)		(6,014,598)		(6,104,506)		(6,268,431)
Tax Requisition - Peachland	(237,539)		(246,784)		(258,298)		(262,159)		(269,199)
Tax Requisition - Lake Country	(614,090)		(637,991)		(667,758)		(677,740)		(695,939)
Tax Requisition - West Kelowna	(1,331,620)		(1,383,447)		(1,447,995)		(1,469,641)		(1,509,105)
Tax Req - EA Cent Ok. West	(171,575)		(178,253)		(186,570)		(189,359)		(194,443)
Tax Req - EA Cent Ok East	(158,069)		(164,221)		(171,883)		(174,453)		(179,137)
Grants	(89,600)	k	(10,600)		(10,600)		(10,600)		(10,600)
Previous Year's Surplus/Deficit	(152,023)	b	(0)		0		0		(0)
Administration OH	570,712		580,834		620,644		629,764		653,142
Transfer from Operating Reserve	(100,000)	f	(110,074)	f	0		0		0
Total Revenue	(8,180,717)		(8,274,427)		(8,528,901)		(8,655,377)		(8,879,222)
<u>Expenses:</u>									
Operations	4,228,696	c,k,m	4,005,749		4,196,374		4,258,042		4,416,107
Transfer to Equip. Reserves	143,115	d	145,262	d	147,441	d	149,652	d	151,897
Transfer to Capital Facility Reserve	3,796,906	a,d,m	4,111,416	d	4,173,087	d	4,235,684	d	4,299,219
Transfer to Dist of Peachland	12,000		12,000		12,000		12,000		12,000
Total Expenses	8,180,717		8,274,427		8,528,902		8,655,377		8,879,222
(Surplus) / Deficit	(0)		0		0		(0)		0
FTE's	32.222		32.2220		33.112	j	33.112		34.002
<u>Tax Levy:</u>									
Tax Requisition	(8,044,098)		(8,357,178)		(8,747,102)		(8,877,858)		(9,116,254)
Residential Tax Rate	0.1364		0.1403		0.1454		0.1461		0.1485
(per \$1000 of assessment)									

General Capital Fund Budgets									
	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue									
Grant	(238,323)	g	(357,484)	g	(119,161)	g	(183,325)	g	(365,282)
Donations	(20,000)	h	0		0		0		0
Proceeds of Sale	0		(2,000)		(2,000)		(2,000)		(2,000)
Transfer From Park Land Reserves	(1,213,257)	i	0		0		0		0
Transfer From Equip. Reserves	(217,560)	l	(146,130)		(77,140)		(105,560)		(77,140)
Transfer From Cap. Fac. Reserves	(2,337,321)	n	(1,349,766)		(1,508,234)		(1,815,138)		(1,063,577)
Total Revenue	(4,026,461)		(1,855,380)		(1,706,535)		(2,106,023)		(1,507,999)
Expenses									
Parks Development (see detailed project list):	2,556,644	n	1,705,250		1,625,395		1,996,463		1,426,859
Other Capital:									
Software	35,000		0		0		0		0
Vehicles	162,260	l	108,605		56,840		56,840		56,840
Office Furniture	5,075		5,075		5,075		5,075		5,075
Land Acquisition Strategy (from Land Reserves):									
Land Acquisition Strategy - Goats Peak Impr.	117,003	i	0		0		0		0
Land Acquisition Strat - Other	1,096,254	i	0		0		0		0
Benches	4,000		4,000		4,000		4,000		4,000
Equipment	50,225		32,450		15,225		43,645		15,225
Total Expenses	4,026,461		1,855,380		1,706,535		2,106,023		1,507,999
(Surplus) / Deficit	0		0		0		0		0
Capital Facility Reserve Bal at Y/E	(6,164,527)	d,m,n	(9,015,439)	d	(11,797,095)	d	(14,359,817)	d	(17,771,413)
Equip. Reserve Fund Balance at Y/E	(233,289)	d,e,l	(234,754)	d,e	(307,402)	d,e	(354,568)	d,e	(432,871)
Park Land Reserve Balance at Y/E	(86,886)		(87,755)		(88,633)		(89,519)		(90,414)
Parks Legacy Reserve at Y/E	(27,443)		(27,717)		(27,994)		(28,274)		(28,557)
Operating Reserve Balance at Y/E	(113,435)	j	(3,395)	m	(3,429)		(3,463)		(3,498)

- Notes**
- a. Short Term Land Acquisition Debt payment (\$10.77 m over 5 yrs) ended 2019. As per previous financial plans, increase transfer to reserves with equivalent of debt payment.
- b. 2019 Surplus: Includes increased revenues from Class Registrations \$23.6k. Under expenditures for payroll \$175.4k, planning \$48.3k, bldg repairs & mtce, security, park mtce, and various line items. Vehicle Operations \$30.6k, Interpretation \$18.2k, janitorial supplies and office supplies over budget.
- c. Increases: Payroll \$96k (staffing and contract increases), GIS Program \$44k, Telephone \$1k, Insurance \$6k, SBC Insurance \$3k, Signs \$1k, Office Supplies \$1k, Janitorial Supplies \$2k, Garbage Pick Up \$1.5k, Safety Equipment \$9k, Building/Equip. Assessment \$10k, Vehicle Ops \$20k, Contract Services \$50k.
Decreases: Travel \$2k, Training \$1k, Small Tools \$1k, Legal \$5k, North Zone Mtce \$5k, Central Zone Mtce \$2.5k, Building Rep & Mtce \$10k, Vandalism Repair \$1k, Water Rates \$1k, Irrigation Rep & Mtce \$1k, Equip Rep & Mtce \$1k, Gas & Oil \$1k, Equip Rental \$1k, Security \$15k, Planning \$42.7k.
- d. In 2019, for future financial plans, the Board approved that the combined amount being transferred to reserves and used to pay down land acquisition debt is only to be increased by 1.5% annually, as a reasonable representation of assessment growth. In the past, a specific tax rate of \$0.09 was used, which would have created an unintended consequence of causing a large tax increase per average home.
Note: As debt has been reduced or ended in prior years, the equivalent of those former payment amounts continues to be directed into funding capital reserves.
The capital facilities reserve can be use for development and land acquisition and all capital purposes.
- e. Transfer to Equipment Reserves is required for vehicle and equipment replacement.
- f. Utilize operating reserve to mitigate the impact of the change in surplus carried forward.
- g. ICIP Fed/Prov Grant for the Black Mountain / sntsk'il'nt'ən Regional Park Development.
- h. CONC Bird Viewing Platform
- i. Land Acquisition Strategy using Land Reserves.
- j. Adding .89 FTE
- k. July Amendment: Additional Student Grants \$39k.
- l. July Amendment: Transfer vehicle from cc 401 - WWTP for \$2k.
- m. December Amendment: Add \$253,750 to repairs & mtce. Spring freshet in 2020 eroded streambank upstream of Cedars Bridge on Mission Creek Greenway. Damage is not eligible for EMBC or DFA funding. Repairs needed prior to 2021 Freshet to protect bridge asset. Reduce transfer to reserves in 2020, but resume the transfer of the equivalent reduction in 2021.
- n. December Amendment: Add \$4k to Traders' Cove Picnic Shelter geotechnical and \$4.1k for Raymer Bay Picnic Shelter geotechnical.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

Program: 058 -- Scotty Heights Street Lights

Department: Engineering Services (Public Works)

CURRENT BUDGET

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Tax Req - EA Cent Ok East	(18,060)	(18,422)	(18,822)	(19,199)	(19,583)
Previous Year's Surplus/Deficit	(881) a	(0)	(0)	(0)	(0)
Engineering Admin OH	528	538	549	560	571
Administration OH	1,545	1,577	1,641	1,673	1,707
Total Revenue	(16,868)	(16,307)	(16,633)	(16,966)	(17,306)
Expenses:					
Operations	15,987	16,307	16,633	16,966	17,305
Transfer to Operating Reserve	881 a	0	0	0	0
Total Expenses	16,868	16,307	16,633	16,966	17,305
(Surplus) / Deficit	(0)	(0)	(0)	(0)	(1)
FTE's	0.01	0.01	0.01	0.01	0.01
Tax Levy:					
Tax Requisition	(18,060)	(18,422)	(18,822)	(19,199)	(19,583)
Residential Tax Rate (per \$1000 of assessment)	0.0758	0.0766	0.0775	0.0782	0.0790
Operating Reserve Bal. at Y/E	(1,983) a	(2,003)	(2,023)	(2,043)	(2,063)

Notes

These streetlights are in the Central Okanagan East Electoral Area.

a. Transfer surplus to operating reserve.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 301 -- Killiney Beach Water System

Department: Engineering Services (Water Systems)

Amended Jul & Dec 2020

Water Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Water User, Late Pmt & Insp. Fees	(186,498)	(190,228)	(194,033)	(197,913)	(201,871)
Maintenance / Asset Renewal Fees	(284,256) b	(284,256) b	(284,256) b	(284,256) b	(284,256) b
Parcel Tax	0	0	(49,235) g,j	(199,788) g,j	(199,788) g,j
Grants	(8,010) h	0	0	0	0
Previous Year's Surplus/Deficit	(54,725) a	0	(0)	0	(0)
Engineering Admin OH	5,593	5,705	5,819	5,936	6,055
Administration OH	24,577	25,068	25,570	26,082	26,603
Total Revenue	(503,319)	(443,710)	(496,134)	(649,939)	(653,259)
Expenses:					
Operations	177,508 c,h	172,888	176,346	179,873	183,470
Debt Payments	0	0	49,235 g,j	199,788 g,j	199,788 g,j
Transfer to Cap. Fac Reserves	325,811 b	270,822 b	270,554 b	270,278 b	270,000 b
Total Expenses	503,319	443,710	496,135	649,939	653,258
(Surplus) / Deficit	0	(0)	0	(0)	(0)
FTE's	0.46	0.46	0.46	0.46	0.46
Parcel Tax	0	0	(49,235) g,j	(199,788) g,j	(199,788) g,j

Water Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Capital Financing	0	0	(2,461,750) g,j	0	0
Grants	(58,154) d,f	0	0	0	0
CWF Gas Tax Cap Fac. Rsrv	(33,183) e,f	0	0	0	0
Transfer From Equip Reserves	(473,250) i,k	(20,750)	(119,000) j	0	0
Transfer From Cap. Fac. Reserve	(177,285)	0	(940,000)	(20,750)	(20,750)
Total Revenue	(741,872)	(20,750)	(3,520,750)	(20,750)	(20,750)
Expenses					
Metering Program	5,300	5,300	5,300	5,300	5,300
Equipment/SCADA	7,000	0	0	0	0
Distribution System	232,421 f,j	0	0	0	0
Leak Detection Equipment	10,000	0	0	0	0
Equipment & Improvements	15,450	15,450	15,450	15,450	15,450
UV Disinfecting System	51,500 f,k	0	3,500,000 g	0	0
Intake Replacement	420,201 f	0	0	0	0
Total Expenses	741,872	20,750	3,520,750	20,750	20,750
(Surplus) / Deficit	0	0	0	0	0
Equip Reserve Fund Bal at Y/E	(193,072) i,k	(174,596)	(56,152) j	(56,713)	(57,280)
Capital Facility Reserve Bal at Y/E	(448,791) b	(724,101) b	(52,496) b	(302,341) b	(554,407) b

Notes

- Surplus due to higher revenues from late payment fees, water user fees, water system cost recovery and connection fees. Costs for payroll, leak detection & repair and electricity were also lower than expected.
- Transfer asset renewal fees and additional funds to reserves.
- Increases: Equipment Repairs & Mtce \$15k, and misc. \$2.2k. Decreased Payroll \$13.4k.
- Remainder of Build Canada Grant.
- Community Works Fund Gas Tax (from the Capital Facilities Reserve Fund) projects: \$33,183 Carry forward of remaining Board approved amount for Filtration.
- 2019 projects carried forward.
- IHA Required work under discussion. Contingent on finding an alternative solution, receiving financing or grant. This scenario assumes approval for debt & parcel tax received, MFA Financing 20 years, conservatively at 4%.
- OBWB Grant for Source Protection Plan Study \$8k.
- July Amendment: Add \$90k re: PRV Installation.
- July Amendment: Additional Financing required due to additional use of reserves in 2020.
- December Amendment: Reduce from \$106k to \$51.5k.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 303 -- Falcon Ridge Water System

Department: Engineering Services (Water Systems)

Amended Jul, Sep, & Dec 2020

Water Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue:</u>									
Water User, Late Pmt & Insp. Fees	(51,665)		(52,182)		(53,225)		(54,290)		(55,376)
Maintenance / Asset Renewal Fee	(31,020)	a	(25,245)	a	(25,246)	a	(25,246)	a	(25,245)
Previous Year's Surplus/Deficit	19		(0)		(0)		(1)		(0)
Engineering Admin OH	1,860		1,897		1,935		1,974		2,013
Administration OH	8,172		8,335		8,502		8,672		8,845
Other - Property Owner Contributions	0	ef	(228,000)	f,i	0		0		0
Total Revenue	(72,634)		(295,194)		(68,034)		(68,890)		(69,763)
<u>Expenses:</u>									
Operations	66,357	b,g	57,484		58,634		59,806		61,002
Transfer to Cap. Fac Reserves	6,277	aefg	237,710	afi	9,400	a	9,083	a	8,759
Total Expenses	72,634		295,194		68,034		68,889		69,761
(Surplus) / Deficit	(0)		(0)		(1)		(0)		(1)
FTE's	0.15		0.15		0.15		0.15		0.15

Water Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue</u>									
Tsfr from Gas Tax Cap Fac. Rsrv	(15,016)	c,d	0		0		0		0
Transfer From Equip Reserves	(2,509)		0		0		0		0
Transfer From Cap. Fac. Reserve	(9,529)	e,f,h	(235,300)	fi	(5,150)		(5,150)		(5,150)
Total Revenue	(27,054)		(235,300)		(5,150)		(5,150)		(5,150)
<u>Expenses</u>									
Distribution System Improvements	0	cdefh	225,000	fhi	0		0		0
Reservoir	8,554	d	0		0		0		0
Equipment/SCADA	3,500		0		0		0		0
Controls & Instrumentation	15,000		0		0		0		0
Equipment & Improvements	0		10,300		5,150		5,150		5,150
Total Expenses	27,054		235,300		5,150		5,150		5,150
(Surplus) / Deficit	0		0		0		0		0
Equip Reserve Fund Bal at Y/E	0		-		0		0		0
Capital Facility Reserve Bal at Y/E	(7,108)	a	(9,613)	a	(14,002)	a	(18,114)	a	(21,940)

Notes

- a. Transfer asset renewal fees to reserves. Full transfer cannot be made. Additional rate review may be required.
- b. Increases: Travel \$3k, Payroll \$2.3k, Equip. Repairs & Mtce \$1.3k, Ministry testing \$0.5k, and misc. \$1.35k.
- c. Community Works Fund Gas Tax funding:
Previously approved Capital:
Hydrants \$15k
- d. 2019 projects carried forward.
- e. July Amendment: Property Owner Contributions \$111k re: Peregrin Water System is being abandoned and 3 properties joining system, making \$111k contribution resulting in equivalent expansion project. Establishment bylaw must be amended before work can proceed.
- f. September Amendment: Moved July amendment amounts of \$111k to 2021 plus additional \$67k for a total of \$178k. Expansion project of \$178k for properties joining the system. Establishment bylaw must be amended before work can proceed and property owner financing of project is yet to be determined. If Financing is used, borrowing and a parcel tax will be required. Expenditures for 2021 cannot be made until financing is determined
- g. December Amendment: Add \$10k to operating for Well Pump Spare replacement. Reduce transfer to reserves accordingly.
- h. December Amendment: Move \$15.9k to capital to 2021. Add \$31.1k for additional costs.
- i. December Amendment: Additional Property Owner Contributions \$50k

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 305 -- Sunset Ranch Water System

Department: Engineering Services (Water Systems)

Water Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue:									
Water User, Late Pmt & Insp. Fees	(132,398)		(135,046)		(137,747)		(140,502)		(143,312)
Maintenance / Asset Renewal Fee	(67,448)	b	(67,448)	b	(67,448)	b	(67,448)	b	(67,448)
Previous Year's Surplus/Deficit	(47,079)	a	0		0		(0)		(0)
Engineering Admin OH	4,264		4,349		4,437		4,525		4,615
Administration OH	18,735		19,109		19,491		19,882		20,278
Total Revenue	(223,926)		(179,036)		(181,266)		(183,544)		(185,867)
Expenses:									
Operations	129,204	c	131,788		134,424		137,112		139,855
Transfer to Capital Facility Reserves	94,722	b	47,248	b	46,842	b	46,431	b	46,013
Total Expenses	223,926		179,036		181,266		183,543		185,868
(Surplus) / Deficit	0		0		(0)		(0)		0
FTE's	0.46		0.46		0.46		0.46		0.46

Water Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue									
Transfer From Equip Reserves	(33,050)		(26,050)		(26,050)		(26,050)		(26,050)
Total Revenue	(33,050)		(26,050)		(26,050)		(26,050)		(26,050)
Expenses									
Meters	10,600		10,600		10,600		10,600		10,600
Equipment & Improvements	15,450		15,450		15,450		15,450		15,450
Equipment/SCADA	7,000		0		0		0		0
Total Expenses	33,050		26,050		26,050		26,050		26,050
(Surplus) / Deficit	0		0		0		0		0
Equip Reserve Fund Bal at Y/E	(341,736)		(318,842)		(295,720)		(272,367)		(248,780)
Capital Facility Reserve Bal at Y/E	(161,224)	b	(210,085)	b	(259,028)	b	(308,049)	b	(357,142)

Notes

- Surplus due to higher than anticipated revenues from partial year rate increases for water system cost recovery, asset renewal fees and water user fees and reduced costs for contract services, payroll and travel.
- Transfer includes asset renewal fees. For 2021 onward, it does not appear that the full transfer will be able to be made.
- Increases: Payroll \$1.08k, misc. \$2.47k. Decreased Contract Services \$5.5k.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 306 -- Trepanier Bench Water System

Department: Engineering Services (Water Systems)

Amended December 2020

Water Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue:</u>									
Water User, Late Pmt & Insp. Fees	(22,000)		(22,440)		(22,889)		(23,347)		(23,814)
Maintenance / Asset Renewal Fee	(8,448)	b	(8,448)		(8,448)		(8,448)		(8,448)
Insurance Proceeds	(2,539)	b	0		0		0		0
Previous Year's Surplus/Deficit	(786)	ab	(0)		0		(0)		(0)
Engineering Admin OH	695		709		723		738		753
Administration OH	3,055		3,116		3,179		3,242		3,307
Rental	(600)	d	(600)	d	0		0		0
Total Revenue	(30,623)		(27,663)		(27,434)		(27,815)		(28,202)
<u>Expenses:</u>									
Operations	21,069	c	21,490		21,920		22,359		22,806
Transfer to Capital Facility Reserves	9,554	b	6,173	b	5,514	b	5,456	b	5,397
Total Expenses	30,623		27,663		27,434		27,815		28,203
(Surplus) / Deficit	(0)		0		(0)		(0)		0
FTE's	0.06		0.06		0.06		0.06		0.06

Water Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
<u>Revenue</u>									
Transfer from Cap Fac. Reserve	(7,310)	e	(2,060)		(2,060)		(2,060)		(2,060)
Total Revenue	(7,310)		(2,060)		(2,060)		(2,060)		(2,060)
<u>Expenses</u>									
Equipment Improvements	5,810	e	2,060		2,060		2,060		2,060
Equipment/SCADA	1,500		0		0		0		0
Total Expenses	7,310		2,060		2,060		2,060		2,060
(Surplus) / Deficit	0		0		0		0		0
Equip Reserve Fund Balance at Y/E	0		-		-		-		-
Capital Facility Reserve Bal at Y/E	(2,266)	b	(6,381)	b	(9,878)	b	(13,352)	b	(16,802)

Notes

- a. Surplus: Increased equipment repair costs resulting from contractor error, offset by contractor insurance coverage. Increased water user fee and asset renewal revenues offset increased travel (equipment pool) costs and Trepanier Ditch Water expense reflected for 2018 and 2019.
- b. Transfer includes asset renewal fees. Only able to transfer full amount because of surplus and insurance proceeds. For 2021 onward, it does not appear that the full transfer will be able to be made.
- c. Increases: Travel \$1.5k, Ministry testing \$0.5k, Payroll \$0.23k, and misc. \$0.73k. Decreased Equip Repairs & mtce \$2.9k.
- d. Five year contract for space rental to Peachland. Ends 2021.
- e. December Amendment: Pressure Tank Replacement

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 307 -- Westshore Water System

Department: Engineering Services (Water Systems)

Amended Jul & Dec 2020

Water Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Water User, Late Pmt & Insp. Fees	(191,150)	(194,973)	(198,872)	(202,850)	(206,907)
Maintenance / Asset Renewal Fee	(367,488) b	(367,488) b	(367,488) b	(367,488) b	(367,488) b
Parcel Tax	0	0	(30,228) e	(119,624) e	(119,624) e
Previous Year's Surplus/Deficit	(44,848) a	0	(0)	(0)	0
Engineering Admin OH	6,765	6,900	7,038	7,179	7,323
Administration OH	29,725	30,319	30,925	31,544	32,175
OBWB Grant	(8,010) f	0	0	0	0
Total Revenue	(575,006)	(525,241)	(558,625)	(651,239)	(654,521)
Expenses:					
Operations	213,007 c,f	209,097	213,279	217,545	221,895
Debt Payments	0	0	30,228 e	119,624 e	119,624 e
Transfer to Capital Facility Reserves	361,999 b	316,144 b	315,118 b	314,071 b	313,002 b
Total Expenses	575,006	525,241	558,625	651,240	654,521
(Surplus) / Deficit	0	(0)	(0)	0	0
FTE's	0.56	0.56	0.56	0.56	0.56
Parcel Tax	0	0	(30,228)	(119,624)	(119,624)

Water Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Capital Financing	0	0	(1,487,240) e	0	0
Transfer From Equip Reserves	(233,360) g	(18,630)	(1,166,510)	0	0
Transfer from Cap Fac. Reserve	(135,008)	0	(1,077,000)	(20,750)	(20,750)
Total Revenue	(368,368)	(18,630)	(3,730,750)	(20,750)	(20,750)
Expenses					
Equip & Improvements	15,450 d	15,450	15,450	15,450	15,450
Metering	3,180	3,180	5,300	5,300	5,300
Equipment/SCADA	7,000	0	0	0	0
Leak Detection Equipment	31,230 d	0	0	0	0
Distribution System	125,000	0	0	0	0
Reservoir	135,008 d	0	0	0	0
UV Disinfection System	51,500 d,g	0	3,710,000 e	0	0
Total Expenses	368,368	18,630	3,730,750	20,750	20,750
(Surplus) / Deficit	0	0	0	0	0
Equip Reserve Fund Balance at Y/E	(1,228,636) g	(1,222,106)	(56,152)	(56,714)	(57,281)
Capital Facility Reserve Bal at Y/E	(596,025) b	(918,129) b	(154,659) b	(449,319) b	(745,856) b

Notes

- Surplus primarily due to higher revenues from asset renewal, water system cost recovery, and late payment fees; reduced payroll costs also contributed to the surplus. Contract services was higher than budgeted \$17.7k.
- Transfer asset renewal fees to reserves. Full transfer cannot be made. Additional rate review may be required.
- Increases: Equip Repairs & Mtce \$38k, Travel \$1k, and misc. \$2.5k. Decreases: Payroll \$11k, and Leak Detection & Repair \$5k.
- Carryforward 2019 project.
- IHA Required work under discussion. Contingent on finding an alternative solution, receiving financing or grant. This scenario assumes approval for debt & parcel tax received, MFA Financing 20 years, conservatively at 4%.
- July Amendment: OBWB Grant \$8k for Source Protection Study.
- December Amendment: Reduce from \$106k to \$51.5k.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 310 -- Fintry / Valley of the Sun Water System

Department: Engineering Services (Water Systems)

Water Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Water User, Late Pmt & Insp. Fees	(96,397)	(100,325)	(104,330)	(108,418)	(112,586)
Maintenance / Asset Renewal Fee	(79,300)	(79,300)	(79,300)	(79,300)	(79,300)
Parcel Tax	(220,605)	(220,605)	(220,605)	(220,605)	(220,605)
MOTI Parcel Tax Contribution	(6,536)	(6,536)	(6,536)	(6,536)	(6,536)
Previous Year's Surplus/Deficit	(37,299)	0	0	(0)	0
Engineering Admin OH	3,010	3,070	3,131	3,194	3,258
Administration OH	13,224	13,488	13,758	14,033	14,314
Total Revenue	(423,903)	(390,208)	(393,883)	(397,633)	(401,455)
Expenses:					
Operations	91,197	93,021	94,881	96,779	98,715
Debt Payments	227,141	227,141	227,141	227,141	227,141
Transfer to Cap Fac Reserves	105,565	70,046	71,860	73,713	75,600
Total Expenses	423,903	390,208	393,882	397,633	401,456
(Surplus) / Deficit	0	0	(0)	0	0
FTE's	0.25	0.25	0.25	0.25	0.25
Parcel Tax	(220,605)	(220,605)	(220,605)	(220,605)	(220,605)

Water Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Transfer From Equip Reserves	(35,400)	(20,900)	(20,900)	(20,900)	(20,900)
Total Revenue	(35,400)	(20,900)	(20,900)	(20,900)	(20,900)
Expenses					
Controls & Instrumentation	10,000	0	0	0	0
Metering	10,600	10,600	10,600	10,600	10,600
Equipment/SCADA	4,500	0	0	0	0
Equipment & Improvements	10,300	10,300	10,300	10,300	10,300
Total Expenses	35,400	20,900	20,900	20,900	20,900
(Surplus) / Deficit	0	0	0	0	0
Equip Reserve Fund Bal. at Y/E	(116,725)	(96,783)	(76,642)	(56,299)	(35,753)
Cap Facility Reserve Bal at Y/E	(335,658)	(409,061)	(485,011)	(563,574)	(644,810)

Notes

- Surplus due to higher revenues from water user fees, asset renewal fees, water system cost recovery and late payment fees. Costs for travel (vehicle operations), and electricity were lower than expected. Booster pump breaker replacement resulted in higher than anticipated equipment repairs.
- 30 Year Financing - ends in 2042.
- MOTI purchased 8 lots which became crown land. The related debt / parcel taxes would have shifted to the other property owners. Staff met with MOTI and MOTI agreed to pay a lump sum of \$149k to cover the parcel taxes until 2022, then pay down the related debt for the lots when refinancing comes up in 2022. Approximate annual savings to each of the other lots within the service area is \$20. There are still 22 years of debt payments remaining.
- Transfer includes asset renewal fees. For 2021 onward, it does not appear that the full transfer will be able to be made.
- Increases: Equip Repairs & mtce \$2.5k, Bldg/Equip Assessment Operations \$0.5k, Safety Supplies \$0.5k, and misc. \$0.75k. Decreases: Water Rates \$0.5k, and misc. \$0.36k.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 499 -- Ellison Sewer System

Department: Engineering Services (Sewer Systems)

Sewer Revenue Fund Budgets

Community Services (Engineering)

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Sewer User Fees	(119,934)	(125,931)	(132,227)	(138,839)	(145,781)
Maintenance/Asset Renewal Fees	(29,916)	(29,916)	(29,916)	(29,916)	(29,916)
Previous Year's Surplus/Deficit	(4,831) a	0	0	0	0
Engineering Admin OH	3,617	3,838	4,063	4,309	4,561
Administration OH	10,595	11,246	11,906	12,628	13,364
Total Revenue	(140,469)	(140,762)	(146,174)	(151,817)	(157,772)
Expenses:					
Operations	109,608 b	116,300	123,126	130,589	138,200
Transfer to Reserves	30,861	24,462	23,048	21,229	19,571
Total Expenses	140,469	140,762	146,174	151,817	157,772
(Surplus) / Deficit	0	0	0	0	0
FTE's	0.13	0.13	0.13	0.13	0.13

General Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Transfer From Reserves	(10,600)	(10,600)	(10,600)	(10,600)	(10,600)
Total Revenue	(10,600)	(10,600)	(10,600)	(10,600)	(10,600)
Expenses					
Pump Headworks	10,600	10,600	10,600	10,600	10,600
Total Expenses	10,600	10,600	10,600	10,600	10,600
(Surplus) / Deficit	0	0	0	0	0
Reserve Fund Balance at Y/E	(234,587)	(250,689)	(265,538)	(278,716)	(290,368)

Notes

- a. Surplus resulting from increased revenues.
b. Contract Services - fee increase and growth.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 020 -- Lakeshore Road Fire Protection

Department: Engineering Services (Fire Services)

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Tax Req - EA Cent Ok East	(23,969)	(24,455)	(24,968)	(25,467)	(25,976)
Previous Year's Surplus/Deficit	(741)	(0)	0	0	0
Administration OH	1,139	1,127	1,173	1,196	1,220
Total Revenue	(23,571)	(23,328)	(23,795)	(24,271)	(24,756)
Expenses:					
Operations	22,871	23,328	23,795	24,271	24,756
Total Expenses	23,571	23,328	23,795	24,271	24,756
(Surplus) / Deficit	(0)	0	0	0	0

Tax Levy:

Tax Requisition	(23,969)	(24,455)	(24,968)	(25,467)	(25,976)
Residential Tax Rate	0.5329	0.5383	0.5442	0.5496	0.5550

(per \$1000 of assessment)

Maximum Tax Rate 1.5000

Operating Reserve Balance at Y/E	(823)	(831)	(840)	(848)	(857)
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Notes

3rd Party Contract based on assessments.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 022 -- Joe Rich Fire Department

Department: Engineering Services (Fire Services)

Amended July 2020

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
PEP Comp., Misc Rev, & Sundry Sales	(10,000) m	0	0	0	0
Tax Req - EA Cent Ok East	(503,927)	(506,287)	(523,812)	(541,489)	(559,318)
Previous Year's Surplus/Deficit	25,030 a,b	0	0	0	0
Administration OH	32,517	33,179	33,842	34,519	35,209
Total Revenue	(456,380)	(473,108)	(489,970)	(506,970)	(524,109)
Expenses:					
Operations	336,380 c,l,m	343,108	349,970	356,970	364,109
Transfer to Capital Facility Reserve	120,000 d,m	130,000 d	140,000 d	150,000 d	160,000 d
Total Expenses	456,380	473,108	489,970	506,970	524,109
(Surplus) / Deficit	0	0	0	0	0
FTE's	0.2530 e	0.2530	0.2530	0.2530	0.2530
Tax Levy:					
Tax Requisition	(503,927)	(506,287)	(523,812)	(541,489)	(559,318)
Residential Tax Rate (per \$1000 of assessment)	1.5917	1.5833	1.6219	1.6600	1.6977
Maximum Tax Rate	2.5000				

General Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Sale of Asset / Internal Transfer	0	0	(25,000)	0	0
Grant	(25,000) k	0	0	0	0
Transfer From Equip. Reserves	0	0	(25,719)	0	0
Trsf From CWF Cap Fac. Rsvr	(29,254) f	0	0	0	0
Transfer from Cap Fac Reserve	(110,870) k,m	(49,569)	(587,984)	(77,442)	(73,292)
Total Revenue	(165,124)	(49,569)	(638,703)	(77,442)	(73,292)
Expenses					
SCBA	10,025 k	8,058	8,219	8,384	8,551
Water Supply / Cisterns	30,900 f	0	0	0	0
Radios & Pagers	7,597	7,749	7,904	8,026	8,267
Trucks	10,700 m	0	550,000	0	0
Turnout Gear	10,308	10,514	11,290	11,516	11,746
Hall Renovations	80,844 g	12,180	50,000	38,000 h	32,982 i
Equipment	14,750 k	11,068	11,290	11,516	11,746
Total Expenses	165,124	49,569	638,703	77,442	73,292
(Surplus) / Deficit	0	0	0	0	0
Equip Reserve Balance at Y/E	(25,464)	(25,719)	0	0	0
Capital Facilities Reserve Bal. at Y/E	(406,488) dkm	(490,488) d	(41,529) d	(113,728) d	(200,840) d
Joe Rich Water Cap Fac Bal	(15,181) j	(20,333)	(25,536)	(30,791)	(36,099)

Notes

- Major deficit due to overspending. Must be recovered in 2020 requisition. Over expenditures include Payroll \$25.8k, Training \$6k Building Repairs & Mtce \$5k, Equipment Repairs & Mtce \$6k, Uniforms \$1.5k, Supplies & Cleaning \$14k. Vehicle Operations allocations were under \$10.5k, & various line items under by \$5k in total.
- Normal Board practice is to transfer any response revenues net of expenses to reserves. This did not occur because of the large deficit. Additional unbudgeted revenue of \$17.3k used to offset deficit instead.
- Increases: Payroll \$5k, Training \$2k, Insurance \$1k, Turn Out Gear Cleaning \$3.5k, FMR Equipment \$3k, Equip Rep & Mtce \$1k, Various Minor \$2k.
Decreases: Electricity \$4.5k, Equipment \$1k, Vehicle Ops \$8k.
- Reserves must continue to be built to a much higher level. Trucks totalling \$2.135 million are scheduled to be replaced in 2022 (\$550k), 2025 (\$200k), 2029 (\$520k), 2030 (\$215k) plus \$650k beyond that. In the past, the tolerance for rate increases and reserve transfers has been low for this service.
There are two firehalls that must be staffed, equipped and maintained, and the assessment tax base is very low.
Improvements for 2 Halls over 20 years are expected to be \$745k.
- Fire Services Manager and support staff.
- Community Works Fund Gas Tax funding approved May 30th, 2016. Carryover of \$30,000 from 2018.
- Includes Roof, hot water heater, water treatment system, lighting fixtures.
- Thermostat, water treatment system, electrical upgrade.
- Lighting fixtures, exhaust ventilation system, and various.
- Joe Rich Water System Asset resides here. 022 - Joe Rich Fire, 144 - Eastside Parks, and 123 - Joe Rich Hall each contribute 1/3 share of operating costs which includes annual contribution to reserves of \$5k.
- Possible Grant Funding for SCBA and equipment reduces reserve usage.
- July Amendment: OFC Dispatch Recoding Project \$1.2k added to each Fire Dept. Reduced supplies budget.
- July Amendment: Donation of \$10k from Firefighters' Recognition Fund to purchase Utility Vehicle from Big White Fire Dept. for \$10.7k. Additional operating costs of \$1.5k covered by other savings in payroll and travel.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 023 -- North Westside Rd Fire Rescue Department

Department: Engineering Services (Fire Services)

Amended July & Sep 2020

General Revenue Fund Budgets

	2020 Budget		2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:						
Tax Req - EA Cent Ok. West	(572,815)		(586,786)	(607,743)	(628,078)	(648,599)
Previous Year's Surplus/Deficit	(37,104)	a	0	0	0	0
Administration OH	39,473		40,276	41,904	42,742	43,596
Total Revenue	(570,446)		(546,509)	(565,839)	(585,336)	(605,003)
Expenses:						
Operations	490,342	b,jikln	416,509	424,839	433,336	442,003
Transfer to Capital Fac. Reserve	80,104	abcikn	130,000	141,000	152,000	163,000
Total Expenses	570,446		546,509	565,839	585,336	605,003
(Surplus) / Deficit	0		0	0	0	0
FTE's	0.2530	d	0.2530	0.2530	0.2530	0.2530

Tax Levy:

Tax Requisition

Residential Tax Rate

(per \$1000 of assessment)

Maximum Tax Rate

(572,815)	(586,786)	(607,743)	(628,078)	(648,599)
0.7671	0.7781	0.7979	0.8164	0.8347
1.3500				

General Capital Fund Budgets

	2020 Budget		2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue						
Grant	(25,000)	h	0	0	0	0
Transfer from Cap Fac Reserve	(84,741)	h,m	(30,342)	(85,746)	(156,262)	(526,787)
Transfer From Equip. Reserves	(1,047)		0	0	0	0
Total Revenue	(110,788)		(30,342)	(85,746)	(156,262)	(526,787)
Expenses						
Trucks	0		0	0	0	480,000
SCBA	31,280	h	5,100	60,000	130,000	0
Equipment	40,000	e	9,118	9,300	9,486	9,676
Pagers & Radios	5,500		5,610	5,722	5,837	5,953
Firehall Renovations	20,000	f,m	0	0	0	20,000
Turn Out Gear	10,308		10,514	10,724	10,939	11,158
Boathouse	3,700		0	0	0	0
Total Expenses	110,788		30,342	85,746	156,262	526,787
(Surplus) / Deficit	0		0	0	0	0
Equip. Reserve Fund Bal. at Y/E	(0)		(0)	(0)	(0)	(0)
Capital Facility Reserve Bal. at Y/E	(420,955)	achikmn	(524,823)	(585,325)	(586,916)	(228,998)

Notes

- Surplus due to under expenditures for payroll, training, uniforms, equipment rep & mtce, vehicle ops, security, responses, and various line items. Transfer difference between annual surpluses of \$36k to reserves.
- Net reduction to Operating expenses budgeted. Transfer excess \$6.9k to reserves.
Increases: Payroll \$6.7k, Insurance \$1.5k, Turn Out Gear Cleaning \$3.5k, Bldg Rep & Mtce \$1k, FMR Equipment \$3k.
Decreases: Training \$10k, Telephone \$1k, Uniforms \$2k, Supplies \$3k, Electricity \$1k, Equipment \$1k, Vehicle Ops \$5k, Misc. \$1k.
- It is highly recommended that the entire surplus and reduction to operating expenses be transferred to reserves in addition to annually increasing regular reserve transfers by \$11k. In addition to regular capital needs, after 2020, the following truck replacements totalling \$3.356 million are coming up: 2024 (\$480k), 2028 (\$200K), 2029 (\$501k), 2031 (\$75k), 2032 (\$600k), 2033 (\$100k), 2036 (\$1.4m). There are also 2 halls which are estimated to need \$465k in improvements.
- Fire Services Manager and support staff.
- Industrial Washing Machine, High Flow Quickee Fans.
- Hot Water Heater and eavestroughs.
- SCBA System.
- Possible Grant Funding for SCBA. Remainder comes from reserves.
- July Amendment: Roof Leak & Repairs \$16k. Reduce Transfer to reserves to fund.
- July Amendment: OFC Dispatch Recoding Project \$1.2k added to each Fire Dept. Reduced supplies budget.
- July Amendment: Increase legal and other costs re: HR issues \$51k. Reduction to transfer to reserve is necessary to fund these expenditures.
- Sep Amendment: Add \$4k Wildland PPE and reduce other line items for Travel, Vehicle Operations & Repairs & Maintenance accordingly.
- Sep Amendment: Reduce Firehall Renovations net \$4k: Add \$8k for Fencing and remove \$12k for other projects. Adjust use of reserves.
- Sep Amendment: Increased legal and other costs re: HR issues by another \$15k. Reduction to transfer to reserve is necessary to fund these expenditures.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 024 -- Wilson's Landing Fire Department

Department: Engineering Services (Fire Services)

Amended July 2020

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Tax Req - EA Cent Ok. West	(278,111)	(320,838)	(336,676)	(352,150)	(367,733)
Previous Year's Surplus/Deficit	(27,467)	0	0	0	0
Administration OH	23,145	23,616	24,570	25,062	25,563
Total Revenue	(282,433)	(297,222)	(312,106)	(327,088)	(342,170)
Expenses:					
Operations	239,433	244,222	249,106	254,088	259,170
Transfer to Cap. Fac. Reserve	43,000	53,000	63,000	73,000	83,000
Total Expenses	282,433	297,222	312,106	327,088	342,170
(Surplus) / Deficit	0	0	0	0	0
FTE's	0.2530	0.2530	0.2530	0.2530	0.2530
Tax Levy:					
Tax Requisition	(278,111)	(320,838)	(336,676)	(352,150)	(367,733)
Residential Tax Rate	0.7896	0.9019	0.9370	0.9704	1.0033
(per \$1000 of assessment)					
Maximum Tax Rate	2.8500				

General Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Grants	(25,000)	0	0	0	0
Transfer From Equip. Reserves	(60,888)	(19,539)	0	0	0
Transfer from Cap. Fac. Reserve	(31,532)	(21,899)	(31,812)	(37,241)	(77,818)
Total Revenue	(117,420)	(41,438)	(31,812)	(37,241)	(77,818)
Expenses					
Pagers and Radios	4,500	4,559	4,650	4,743	4,838
SCBA	12,960	5,698	5,812	5,928	6,048
Equipment	43,782	9,118	9,300	9,456	9,676
Hall Improvements	45,870	15,225	5,075	10,000	50,000
Turnout Gear	10,308	6,838	6,975	7,114	7,256
Total Expenses	117,420	41,438	31,812	37,241	77,818
(Surplus) / Deficit	0	0	0	0	0
Equip. Reserve Balance at Y/E	(19,539)	(0)	(0)	(0)	(0)
Capital Facility Reserve Bal. at Y/E	(157,205)	(189,878)	(222,965)	(260,953)	(268,745)

Notes

- Due to a \$60k requisition increase in 2019 the budgeted reserve transfer for 2019 was reduced from the planned level of \$45k to \$35k.
- Increases: Payroll \$5k, Training \$2.8k, Uniforms \$3k, Turn Out Gear Cleaning \$3.5k, Supplies \$1k, FMR Equipment \$1k, Equipment \$8k, Misc. \$1k. Decreases: Telephone \$1k.
- In future, in order to avoid debt financing, the revised \$35k planned reserve transfer would now need to be increased by \$8k in 2020, then \$10k annually, order to be able to fund \$1.54 million in future truck purchases from reserves: 2031 (\$700k), 2035 (\$570k), & 2038 (\$270k). Estimates for hall improvements over 20 years are \$383k.
- Fire Services Manager and support staff.
- AV system, baseboard heaters, hot water heater, chain link fence, etc.
- Possible Grant Funding for SCBA, Equipment and Hall. Remainder comes from reserves.
- July Amendment: OFC Dispatch Recoding Project \$1.2k added to each Fire Dept. Reduced supplies budget.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 028 -- June Springs Fire Protection

Department: Engineering Services (Fire Services)

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Tax Req - EA Cent Ok East	(15,087)	(15,726)	(16,055)	(16,376)	(16,704)
Previous Year's Surplus/Deficit	(81)	0	0	0	0
Administration OH	711	725	754	769	784
Transfer from Operating Reserve	(250) a	0	0	0	0
Total Revenue	(14,707)	(15,001)	(15,301)	(15,607)	(15,919)
Expenses:					
Operations	14,707 b	15,001	15,301	15,607	15,919
Transfer to Operating Reserve	0	0	0	0	0
Total Expenses	14,707	15,001	15,301	15,607	15,919
(Surplus) / Deficit	0	0	0	0	0

Tax Levy:

Tax Requisition	(15,087)	(15,726)	(16,055)	(16,376)	(16,704)
Residential Tax Rate (per \$1000 of assessment)	0.5498	0.5581	0.5642	0.5698	0.5754

Operating Reserve Bal. at Y/E	(337) a	(341)	(344)	(348)	(351)
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Notes

- a. Utilize operating reserve to reduce tax impact.
b. Contract costs from City of Kelowna based on assessments.

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 002 -- Administration / Corporate Services

Department: Corporate Services

General Revenue Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue:									
Sundry Sales & Office Rentals	(108,963)	a	(95,163)	a	(95,163)		(95,163)		(95,163)
Grants	(173,180)	b,o	(168,658)	b,o	(138,000)	b,o	(98,000)		(98,000)
Previous Year's Surplus/Deficit	(147,551)	c	0		0		0		0
Transfer from Operating Reserve	(76,150)	d	(17,575)	j	0		0		0
Administration OH Recovery	(1,179,497)		(1,585,552)		(1,657,003)		(1,754,806)		(1,813,266)
Total Revenue	(1,685,341)		(1,866,948)		(1,890,166)		(1,947,969)		(2,006,429)
Expenses:									
Operations	1,485,341	e,o	1,641,948	k,l,o	1,640,166	k,o	1,672,969		1,706,429
Transfer to Operating Reserve	0		0		0		0		0
Transfer to Cap. Fac. Reserve	200,000	f	225,000	f	250,000	f	275,000	f	300,000
Total Expenses	1,685,341		1,866,948		1,890,166		1,947,969		2,006,429
(Surplus) / Deficit	0		0		0		0		0
FTE's	8.9510	f,o	9.9510	k,o	9.9510	k,o	9.9510		9.9510

General Capital Fund Budgets

	2020 Budget		2021 Projected Budget		2022 Projected Budget		2023 Projected Budget		2024 Projected Budget
Revenue									
Transfer from Cap Fac Res.	(290,460)		(196,000)	n,o	(288,700)		(180,250)		(185,400)
Total Revenue	(290,460)		(196,000)		(288,700)		(180,250)		(185,400)
Expenses									
Computers & Equipment	22,030	g	20,600		10,300		10,300		10,300
Office Furniture	25,375		5,150		10,300		5,150		10,300
Vehicle	38,095		0		0		0		0
Software	0		0		103,000	m	0		0
Building Improvements	204,960	h	170,250	h	165,100	n	164,800		164,800
Total Expenses	290,460		196,000		288,700		180,250		185,400
(Surplus) / Deficit	0		0		0		0		0
Cap. Fac. Rsrv Fund Bal. At Y/E	(525,596)		(559,852)		(526,750)		(626,768)		(747,635)
Operating Reserve Bal at Y/E	(17,401)	d	(0)	i	(0)		(0)		(0)

Notes

- a. City of Kelowna moving out in April. \$36.9k Reduction to rental revenue in 2020 and additional \$13.8k in 2021.
- b. Includes Provincial Unconditional Regional District Administrative Grant \$80k CARIP grant \$18k, and UBCM Asset Management Grant \$5.8k.
- c. 2019 Surplus due to \$43k in grants received, higher recovery due to capital projects \$45k, and \$60k underexpenditure for various line items: including \$49k contract services, office supplies, offset by some over expenditures in payroll, insurance, grounds maintenance,
- d. Utilize operating reserve to reduce impact of lost revenue, surplus swing and increased expenses.
- e. Increases: Payroll \$8k (includes FTE reallocations), Insurance \$3k, Goods & Supplies \$2k, Legal \$30k, Bldg. Assmt \$10k Grounds Mtce \$15k, Communications \$25k.
Decreases: Telephone \$2k, Office Supplies \$7k, Contract Services \$10k, SIBAC \$5k, Electricity \$4k, Misc. \$4k
- f. Need to continue to build increased reserve levels for admin building and service.
- g. Includes Folding & Sorting Machine
- h. Miscellaneous Building Upgrades
- i. Remove UBCM Asset Management Grant \$5.8k.
- j. Utilize operating reserve to reduce impact on recovery amount required.
- k. Add .5 FTE \$38k in 2021 for Records Management (starts 1/2 way through the year, then add remaining .5 for full year in 2022)
- l. Add \$20k for Contract Services for Records Management and software licensing fees.
- m. Records Management Software.
- n. Exterior Painting.
- o. Add term position part way through 2020 for Energy Efficiency. Funded by \$180k grant from Fortis - \$69k 2020, \$70.6k 2021, \$40k 2022 (includes .5 FTE 2020 \$69k, 1 FTE 2021 \$139k, .5 FTE 2022 \$69k)

**REGIONAL DISTRICT OF CENTRAL OKANAGAN
2020 - 2024 Five Year Program Budget Projections**

CURRENT BUDGET

Program: 003 -- Finance

Department: Financial Services

General Revenue Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue:					
Interest	(45,000)	(45,000)	(45,000)	(45,000)	(45,000)
Previous Year's Surplus/Deficit	(436,341) a	0	0	0	0
Transfer from Operating Reserve	0	(100,000) a	0	0	0
Administration OH Recovery	(825,000)	(1,017,212)	(1,143,186)	(1,169,680)	(1,196,704)
Services SIR & OBWB, Sundry Sales	(169,500)	(169,500)	(169,500)	(169,500)	(169,500)
Total Revenue	(1,475,841)	(1,331,712)	(1,357,686)	(1,384,180)	(1,411,204)
Expenses:					
Operations	1,273,247 b	1,298,712	1,324,686	1,351,180	1,378,204
Debt Payments	18,000	18,000	18,000	18,000	18,000
Transfer to Equip. Reserves	10,000	15,000	15,000	15,000	15,000
Transfer to Operating Reserve	174,594 a	0	0	0	0
Total Expenses	1,475,841	1,331,712	1,357,686	1,384,180	1,411,204
(Surplus) / Deficit	0	0	0	0	0
FTE's	7.45	7.45	7.45	7.45	7.45

General Capital Fund Budgets

	2020 Budget	2021 Projected Budget	2022 Projected Budget	2023 Projected Budget	2024 Projected Budget
Revenue					
Transfer From Reserves	(95,810)	(17,510) e	(17,510)	(17,510)	(17,510)
Total Revenue	(95,810)	(17,510)	(17,510)	(17,510)	(17,510)
Expenses					
Computers & Equipment	2,060	2,060	2,060	2,060	2,060
Software & Vadim Server Migration	83,450 c	15,450 d	15,450 d	15,450 d	15,450 d
Office Renovation	10,300	0	0	0	0
Total Expenses	95,810	17,510	17,510	17,510	17,510
(Surplus) / Deficit	0	0	0	0	0
Equip. Reserve Fund Balance at Y/E	(151,236)	(150,064)	(148,879)	(147,683)	(146,475)
Operating Reserve Bal at Y/E	(336,045) a	(238,404.97)	(240,789)	(243,197)	(245,629)

Notes

- Surplus due mostly to higher capital project recoveries and interest (no EOC expenditures funded, and lower capital expenditures) and other underexpenditures. Transfer a portion of surplus to operating reserve for future overhead rate mitigation and to ease eventual transition to funding cloud based software licencing in operating.
- Increases: Payroll \$40k, Data processing \$2k, Contract Services \$4k, Insurance \$1.7k
- Transitioning Server to IT Department.
- Upgrades & Programming.



Regional Board Report

TO: Regional Board

FROM: Murray Kopp,
Director – Parks Services

DATE: February 11, 2021

SUBJECT: Black Mountain - sntsk'il'ntən Regional Park - Covenant

Voting Entitlement: *All Directors – Weighted Stakeholder Vote – Simple Majority – LGA 209*

Purpose: To seek Regional Board approval to enter into a conservation covenant with the Central Okanagan Land Trust (COLT) covering 125.18 hectares of park land in Black Mountain - sntsk'il'ntən Regional Park.

Executive Summary:

In 2017, the Regional District purchased two properties for inclusion at Black Mountain - sntsk'il'ntən Regional Park. The funding sources for the land acquisition was obtained from the 2016 regional parkland acquisition reserve and capital reserve funds, the Habitat Stewardship Program and a \$15,000 contribution commitment from COLT in exchange for a registered conservation covenant on title.

In 2020, the Regional District and COLT completed negotiations and preparation of the final draft of the conservation covenant for the lands identified as the N ½ of District Lot 4508, ODYD and the NW ¼ of Section 21, Township 27, ODYD. If approved by the Regional Board, the conservation covenant will be registered on the two property titles and in return COLT will provide \$15,000 towards the land acquisition.

RECOMMENDATION:

THAT the Regional Board approve and authorize it's signing officers to enter into a conservation covenant with the Central Okanagan Land Trust covering 309.31 acres (125.18 hectares) of Black Mountain - sntsk'il'ntən Regional Park identified as the N ½ of District Lot 4508, ODYD and the NW ¼ of Section 21, Township 27, ODYD.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Murray Kopp".

Murray Kopp, Director – Parks Services

Prepared by: Sandy Mah, Parks Planner

Approved for Board's Consideration

A handwritten signature in black ink, appearing to read "Brian Reardon".

Brian Reardon, CAO

Implications of Recommendation:

- Strategic Plan:** The proposed conservation covenant with our COLT partner meets the boards strategic values of relationships, collaboration, transparency, and resiliency and is directly in alignment with the Environment strategic priority.
- General:** Regional Board support for the conservation covenant with COLT will strengthen our long-standing partnership with COLT in regional parks and provide financial support for initiatives and projects at Black Mountain - sntsk'il'ntən Regional Park.
- Organizational:** The conservation covenant will have minimal impact on planning and operational resources, additional consultation on larger projects within the park will be required and is consistent with the planning steps required for large capital or planning projects.
- Financial:** The Central Okanagan Land Trust will donate \$15,000 to the Regional District in exchange for registering a conservation covenant over the park properties identified as the N ½ of District Lot 4508, ODYD and the NW ¼ of Section 21, Township 27, ODYD. The \$15,000 contribution will be placed into the regional parks capital reserve fund.
- Policy:** The partnership with COLT on the conservation covenant is consistent with the Black Mountain - sntsk'il'ntən Regional Park Management Plan objectives and the Regional Parks and Greenways Plan for the Central Okanagan (2008 – 2020).
-

Background:

In 2014, the Regional District had acquired a total of 1,265 acres (512 hectares) of private lands and a Crown land License of Occupation surrounding Black Mountain to form a new regional park, known as Black Mountain - sntsk'il'ntən Regional Park.

In 2016, as part of the Regional Parks Legacy Program, a Ten-Year Land Acquisition Strategy, the Regional District was presented with an opportunity to acquire 313.14 acres (126.73 hectares) of private lands from Longhorn Farms Ltd., located to the north and east of Black Mountain - sntsk'il'ntən Regional Park. The two properties identified for purchase from Longhorn Farms Ltd. included the N ½ of District Lot 4508, ODYD and the NW ¼ of Section 21, Township 27, ODYD.

The land acquisition was financed through a combination of funds coming from the 2016 regional parkland acquisition reserve fund, capital facility reserve fund and a Government of Canada Habitat Stewardship Program (HSP) grant valued at \$200,000. In addition, COLT had also expressed interest in assisting with the land purchase and had committed to contributing \$15,000 towards the purchase, and in return was seeking a conservation covenant to be registered over these properties.

In 2017, the Regional District completed the acquisition of the lands from Longhorn Farms for a final purchase price of \$2,350,000 as part of Black Mountain - sntsk'il'ntən Regional Park. Within the report to the Board to seek authorization to complete the acquisition, it was noted that COLT would be contributing \$15,000 towards the acquisition costs in exchange for a conservation covenant in favour of COLT. At that time the covenant or details about the covenant had not been finalized or been worked through and both parties agreed to work on the covenant as time and priorities became available.

Since 2019, parks staff and COLT have been working on a draft covenant that would meet the needs for both parties. For COLT, the covenant would allow them to be able to access funding to assist in projects to protect our natural areas and demonstrate to the broader community their ability in playing a part in protecting our environment. For the Regional District the covenant should provide the ability to work with COLT to access funds not available to local government. Both parties agree that the covenant should benefit both parties and not be so restrictive that the operations and small projects within the park cannot be performed without additional oversight. The additional oversight would occur when a park management plan is being completed or an update to it, or when a large capital project is being planned. In both scenarios it is common practice for parks staff to engage our partners in these discussions.

As a result of the time and energy provided by both parties, the final draft conservation covenant agreement meets the concepts and philosophy's that formed the basis of purpose for the covenant. For both parties, their respective solicitors have reviewed the content of the agreement and are in agreement that the arrangement will be beneficial to both parties while allowing the parks to complete its day to day operations and small project work without additional oversight.

A summary table of the benefits and constraints associated with entering into the conservation covenant with COLT is provided below.

Benefits	
Partnership	Strengthens and supports the long standing, successful partnership between the Regional District and COLT in regional parks. Examples include Robert Lake, Mission Creek Greenway and Johns Family Nature Conservancy Regional Parks and the Mission Creek Restoration Initiative.
Funding Opportunities	COLT can access and secure additional sources of funding through grant programs where the Regional District would not be eligible. An example of this is the Munson Pond and Mission Creek dike setback projects between COLT and the City of Kelowna, COLT was able to secure \$112,500 in funding towards the development of Munson Pond and \$400,000 for the dike setback on Mission Creek, in both cases the City wasn't eligible.
Funding Opportunities	COLT can assist with fundraising and establishment of an endowment fund for projects and initiatives at Black Mountain - sntsk'il'ntən Regional Park. An example being Munson Pond, a partnership between COLT and City of Kelowna and a newly created Munson Pond Endowment Fund by COLT, which will help with projects to enhance and protect the pond ecosystem and wildlife.
Public Engagement	COLT can assist in public engagement and education through their activities as a community liaison to promote the protection of natural areas, ecological restoration and to strengthen regional biodiversity in the Okanagan, and is a champion supporting Regional Parks.

Ecological Restoration	COLT can assist the Regional District in ecological restoration projects and provide annual monitoring of the conservation covenant lands. In addition, COLT is another resource that has been successful in securing volunteer assistance towards ecological restoration such as weed pulls and planting opportunities.
Park Presence	COLT can assist the Regional District by being an additional presence in the park and can notify the Regional District about any issues or concerns occurring on the park properties. Their connection to the land through the covenant increases their awareness and interest in protecting the land as a regional park.

Constraints	
Land Title	The conservation covenant will be registered on the title of both park properties. This will be an encumbrance that runs with the lands in perpetuity.
Consultation	A minor increase in staff resource time will be required to meet the terms of the covenant, which in general is related to management plan updates and larger capital development projects or planning related projects.
Park Operational and Development Impacts	The conservation covenant will have minor impacts on park operations and capital development by restricting or limiting the type of development, activities and uses on the lands in order to protect and conserve the ecosystem and wildlife values, which correlates directly to the park management plan and identified park management zones in the park which guide where park development is to occur.

In conclusion, staff believe the benefits to the Regional District and the greater community through entering into a conservation covenant with COLT, outweigh any potential replicated oversight on the lands within Black Mountain - sntsk'il'ntən Regional Park. The strengthened partnership with COLT at Black Mountain - sntsk'il'ntən Regional Park will provide numerous opportunities and benefits for the future development and sustainable management of Black Mountain - sntsk'il'ntən Regional Park. In particular, the greatest benefits will be the continued growth in support of the Regional District's partnership with COLT and the opportunity to access grant funding that the Regional District would not otherwise be able to access. In addition, the covenant has been drafted in a manner that meets the needs of COLT to operate their societal interests and for the Regional District to operate the park as a Regional Park on behalf of our residents.

Financial Considerations:

As part of the arrangement between the Regional District and the Central Okanagan Land Trust, the \$15,000 contribution will be placed into a capital reserve fund for future use.

Alternative Recommendation:

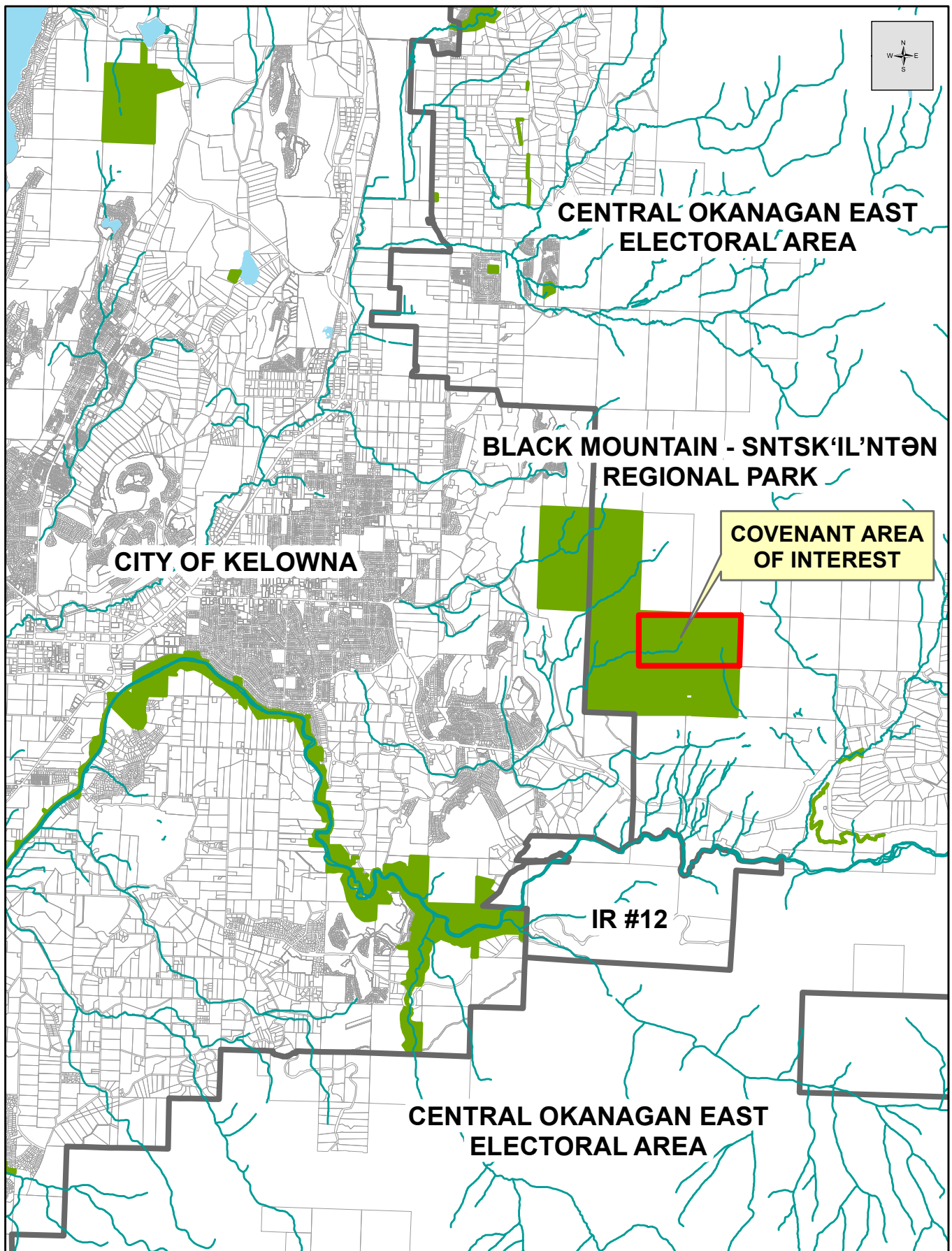
THAT the Regional Board **not** approve and authorize it's signing officers to enter into a conservation covenant with the Central Okanagan Land Trust covering 309.1 acres/ 125.18 hectares of Black Mountain - sntsk'il'ntən Regional Park identified as the N ½ of District Lot 4508, ODYD and the NW ¼ of Section 21, Township 27, ODYD.

Considerations not applicable to this report:

- *Legal/Statutory Authority*
- *External Implications*

Attachment(s):

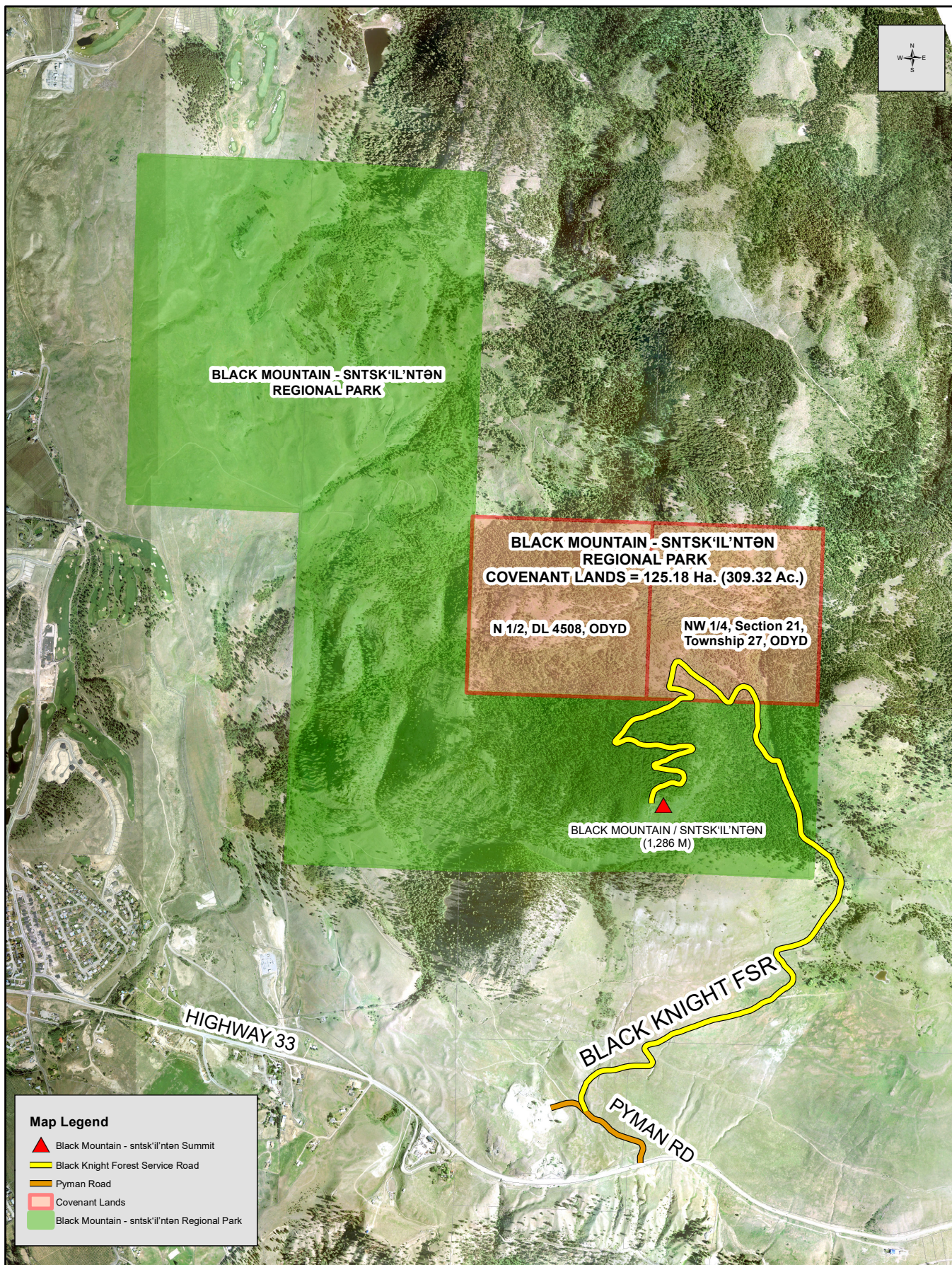
- Location Map – Black Mountain - sntsk'il'ntən Regional Park
- Conservation Covenant Area Map – Black Mountain - sntsk'il'ntən Regional Park
- Draft Conservation Covenant for Black Mountain - sntsk'il'ntən Regional Park



**BLACK MOUNTAIN - SNTSK'IL'NTƏN REGIONAL PARK
LOCATION MAP**

1:85,000





BLACK MOUNTAIN - SNTSK'IL'NTƏN REGIONAL PARK CONSERVATION COVENANT AREA



TERMS OF INSTRUMENT- PART 2

THIS AGREEMENT made the ____ day of _____ 2021,

BETWEEN:

REGIONAL DISTRICT of CENTRAL OKANAGAN
1450 K.L.O. Road
Kelowna, British Columbia V1W 3Z4

(the "**Regional District**")

AND:

CENTRAL OKANAGAN LAND TRUST
#306 – 1726 Dolphin Avenue
Kelowna, British Columbia V1Y 9R9

("COLT")

- A) WHEREAS the Regional District is the registered owner in fee simple of all and singular that certain parcel(s) or tract(s) of land and premises, situate, lying and being in the Kelowna Assessment Area, in the Province of British Columbia, more particularly known and described as:

Parcel identifier: 001-713-744
The North ½ of District Lot 4508 Osoyoos Division Yale District

Parcel identifier: 001-713-736
The North West ¼ of Section 21 Township 27 Osoyoos Division Yale District

(hereinafter called the "**Lands**");

- B) AND WHEREAS pursuant to section 219 of the Land Title Act, R.S.B.C. 1996 c.250, a covenant may be registered against the title to the Lands in favour of COLT and is enforceable against the Regional District and the successors in title of the Regional District even if the covenant is not annexed to land owned by COLT;
- C) AND WHEREAS a covenant registrable under section 219 of the Land Title Act may be of a negative or positive nature and may include provisions in respect of the use of land or the use of a building on or to be erected on land and may further include provisions that land or a specified amenity in relation to the land be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state in accordance with the covenant and to the extent provided in the covenant including any natural, environmental, wildlife or plant life value relating to the land that is subject to the covenant;
- D) AND WHEREAS the Regional District has agreed to the preservation, conservation, and protection of amenities of that portion of Lands, excluding the 1.55 hectare section of the gazetted Black Knight Forest Service Road right-of-way (registered under DF M10491), shown in bold on the map attached hereto as Schedule A, (the "**Black Knight FSR**"); and

- E) AND WHEREAS COLT has an interest concerning the preservation, conservation and protection of amenities of the Lands and other matters as provided herein.

NOW THEREFORE in consideration of the promises set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree, pursuant to section 219 of the *Land Title Act*, as follows:

- 1) The Regional District covenants and agrees that the Lands shall be used for the conservation, preservation, protection and enhancement of amenities and the naturally occurring ecosystems found within the Lands, in accordance with the Black Mountain - sntsk'il'nten Regional Park Management Plan, as that Plan may be amended or replaced from time to time, and that except as contemplated under or permitted by that Plan or this Agreement, the Regional District will let the natural process of habitat creation proceed, where appropriate, within the Lands.
- 2) The Regional District covenants and agrees to prepare a baseline inventory report for the Lands, which will serve as an objective information baseline to enable both parties to monitor compliance with this Agreement.
- 3) The Regional District covenants and agrees that COLT, by its officers, employees, contractors and agents, may enter the Lands at least once per year, upon reasonable notice being given to the Regional District, for the purposes of inspection of the Lands so as to determine compliance with this Agreement.
- 4) The Regional District agrees that COLT will have no obligation to ensure compliance with or enforce the terms of this Agreement.
- 5) COLT acknowledges and agrees the Westbank First Nation may have access to the Lands and its resources to exercise their Aboriginal Rights and Title for members' access and traditional use.
- 6) COLT acknowledges and agrees that the Regional District may permit members of the public to access and use the Lands for recreation and park enjoyment purposes, on foot and with horses, bicycles and motor assisted cycles on roads and trails from time to time located on the Lands.
- 7) COLT acknowledges and agrees that nothing in this Agreement shall affect or restrict the use of the Black Knight FSR or any unsurveyed informal roadways, nor shall anything in this Agreement affect or restrict the rights of the holders of any charges from time to time registered against title to the Lands, including any easements and any statutory rights of way under section 218 of the *Land Title Act*, , or the rights of the holders of any park access permits issued by the Regional District from time to time for access through the Lands including using motorized vehicles and horses.
- 8) The Regional District, through the Black Mountain - sntsk'il'nten Regional Park Management Plan planning process and including any subsequent updates and revisions to that plan, agrees to confer with COLT as a key stakeholder. The Regional District agrees to also confer with COLT on major capital and planning projects for the Lands with regards to decisions concerning the preservation, recreation, conservation, and protection of the Lands, and the location of access routes within the Lands.
- 9) COLT acknowledges and agrees that the Regional District may develop and construct and install improvements, utilities, services and public amenities on and to the Lands, in accordance with, or contemplated, proposed or suggested under, the Black Mountain - sntsk'il'nten Regional Park Management Plan as amended or replaced from time to time, including to facilitate public access to and upon and through the Lands.

- 10) COLT acknowledges agrees that the Regional District may remove dangerous trees and invasive plant species from the Lands and may make other alterations to the Lands and its amenities as the Regional District may consider necessary or desirable for the Regional District to manage and operate the Lands as a regional park or to address, mitigate or otherwise deal with a hazard or emergency situation which may threaten human health, property or safety.
- 11) COLT shall not be permitted to assign this Agreement, without the prior written consent of the Regional District.
- 12) Any notice which may be or is required to be given under this Agreement must be in writing and may be sent by Express Post or other form of registered mail or delivered by hand.

a. to the Regional District at the following address:

REGIONAL DISTRICT of CENTRAL OKANAGAN
1450 K.L.O. Road
Kelowna, B.C. V1W 3Z4
ATTENTION: Parks Services

b. to the COLT at the following address:

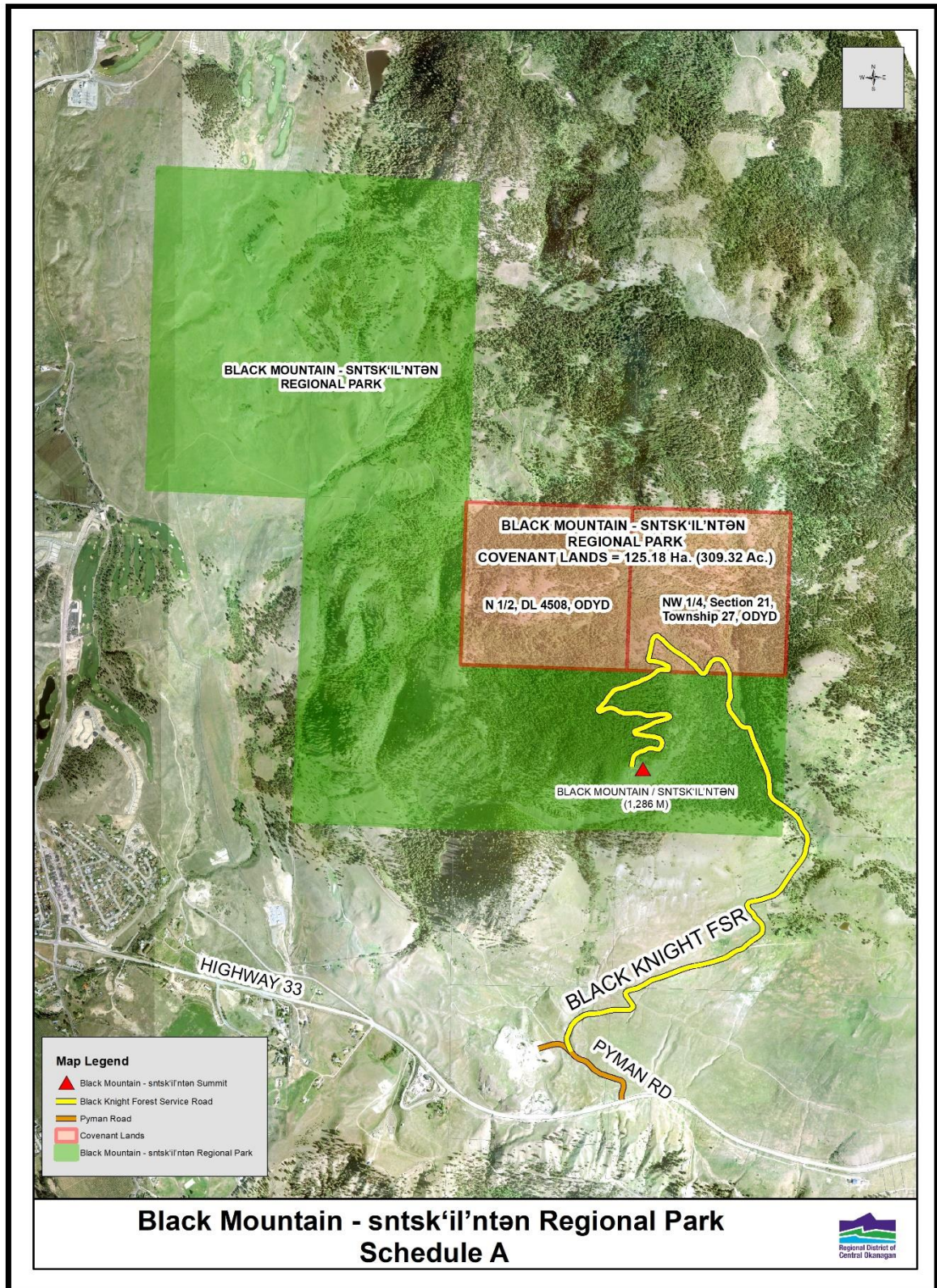
CENTRAL OKANAGAN LAND TRUST
#306 – 1726 DOLPHIN AVENUE
Kelowna, BC, V1Y 9R9
ATTENTION: Director

or to such other addresses as the Regional District or the COLT may advise in writing.

- 13) Pursuant to section 219 of the *Land Title Act*, this Agreement shall run with, and bind the successors in title to, the Lands.
- 14) There are no representations, promises, warranties or other commitments of any party except as set out in this Agreement.
- 15) Nothing contained in this Agreement shall impair or affect the exercise by the Regional District of its statutory functions, including all rights and powers under any enactments, letters patent, bylaws, orders, regulations or other source of authority.
- 16) Where a dispute arises between the Regional District and COLT with respect to the interpretation of this Agreement or Regional District compliance with this Agreement, the parties will attempt in good faith to resolve the dispute within 30 days following the delivery of a Dispute Notice by one party to the other, or such longer period as the parties may agree in relation to the particular dispute, including, if they agree that the Regional District is not in compliance with this Agreement they will also attempt to identify what steps the Regional District is to take in response to such non-compliance.

As evidence of their agreement to be bound by this Agreement, the Regional District and COLT have executed the *Land Title Act* Form C attached to and forming part of this Agreement.

Schedule A





Regional Board Report

TO: Regional Board

FROM: David Komaïke
Director of Engineering

DATE: February 11, 2021

SUBJECT: Community Emergency Preparedness Fund: Emergency Social Services
(2021 Application)

Voting Entitlement: *All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1*

Purpose: To request Regional Board support for a UBCM – Community Emergency Preparedness Fund Application.

Executive Summary:

The Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund offers grants to enhance the resiliency of local governments and their residents in responding to and recovering from emergencies.

Staff is requesting support for a grant application under the Emergency Support Services (ESS) stream of funding. The funds, if granted, will provide the ESS volunteers with further training and education in the areas of indigenous awareness, first aid (CPR and AED), and mental health first aid.

A Regional Board resolution supporting this grant application is required as part of the application package. Accordingly, this matter is now before the Regional Board for consideration and approval.

RECOMMENDATION:

THAT the Regional Board supports submitting a \$25,000 grant application under the Union of BC Municipalities – CEPF for the region's Emergency Support Services program.

Respectfully Submitted:

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

David Komaïke
Director of Engineering

Approved for Board's Consideration

A handwritten signature in black ink, appearing to read "Brian Reardon".

Brian Reardon, CAO

Prepared by: Mimi Miller, Asset Management Analyst

Implications of Recommendation:

Strategic Plan:	Supports the Sustainable Communities Strategic Priority. “The RDCO will continue work to protect communities from harm through the highly-recognized Regional Emergency Management Program in collaboration with the member municipalities and Westbank First Nation.”
Financial:	Initial purchase, if granted, will have no impact on the taxpayer. On-going maintenance and renewal costs will apply to all assets purchased.
Legal/Statutory Authority:	‘Under the Emergency Program Act, municipalities and regional districts are responsible for responding to emergencies in their areas, including coordinating emergency support services.’ ¹

Background:

The Community Emergency Preparedness Fund (CEPF), administered by the Union of British Columbia Municipalities (UBCM), supports local governments with grant opportunities for disaster response and recovery. The intent of the CEPF is ‘to enhance the resiliency of local governments, First Nations and communities in responding to emergencies.’²

This application, if endorsed, will be made under the CEPF Emergency Support Services (ESS) stream. Local ESS team members plan and coordinate emergency activities, including:

- Identifying locations for reception centres and group lodging;
- Finding other volunteers;
- Working with local businesses, service organizations and government agencies;
- Housing and feeding people forced from their homes; and
- Supporting other emergency responders

Each year approximately 5,000 British Columbians volunteer as ESS workers.¹ Continual and enhanced training and education opportunities support ESS team members in meeting the needs of local communities during an emergency event. The team wishes to participate in the following:

- Indigenous cultural awareness education
- Mental Health First Aid education, and
- First Aid Training (CPR & AED)

Organizational Considerations:

Past requests for CEPF funding were successful and helped in attaining cots, a trailer, blankets, and IT equipment required for emergency events.

The training and education requested with this application was, initially, part of the 2020 ESS grant application. As a result of the pandemic, in-person training could not take place in 2020. Instead, staff has initiated an amendment request with UBCM to amend last year’s application budget with the intent of moving the training expenses to 2021 and using the 2020 grant funding for the renewal of ESS equipment.

¹ Emergency Support Services (ESS). Government of British Columbia. <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/volunteers/emergency-support-services> (accessed February 18, 2020)

² Community Emergency Preparedness Fund: Emergency Social Services. Union of BC Municipalities. <https://www.ubcm.ca/EN/main/funding/lgps/community-emergency-preparedness-fund/emergency-support-services.html> (accessed February 14, 2020)

Financial Considerations:

Asset maintenance expenses are not covered by the CEPF grant.

External Implications:

Operation of the EOC is jointly funded by member communities.

Alternative Recommendation:

That the Regional Board receive the Community Emergency Preparedness Funding application for information.