

City of Kelowna
Regular Council Meeting
AGENDA



Monday, March 20, 2023
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

This Meeting is open to the public and all representations to Council form part of the public record. A live audio-video feed is being broadcast and recorded on kelowna.ca.

2. Confirmation of Minutes

3 - 10

PM Meeting - March 13, 2023

3. Public in Attendance

3.1 Dr. Neil Fassina, Okanagan College

11 - 21

To provide Council with an overview of Okanagan College activities and their impacts to the community.

4. Reports

4.1 Council Priorities 2023 - 2026

22 - 44

To receive Council approval for the 2023 - 2026 Council Priorities.

5. Development Application Reports & Related Bylaws

5.1 Joe Riche Rd 2458 - A23-0001 - Black Mountain Irrigation District

45 - 149

To support an application to the Agricultural Land Commission (ALC) to allow for a Soil or Fill Use to place residual sediment resulting from the water quality treatment.

5.2 Curtis Rd 840 - A23-0002 - Francis Bowers and Christina Bowers

150 - 224

To support an application to the Agricultural Land Commission to allow for a Soil or Fill Use in order to reclaim land for agriculture.

5.3	Penno Rd 480 - OCP23-0004 (BL 12499) - 480 Penno Road Ltd., Inc.No. BC1381501	225 - 232
	To amend the Official Community Plan to change the future land use designation of the subject property from the IND - Industrial designation to the REC - Private Recreational designation.	
5.4	Penno Rd 480 - BL12499 (OCP23-0004) - 480 Penno Road Ltd., Inc.No. BC1381501	233 - 233
	Requires a majority of all members of Council (5).	
	To give Bylaw No. 12499 first reading in order to change the Future Land Use designation of the subject property from the IND - Industrial designation to the REC - Private Recreational designation.	
6. Non-Development Reports & Related Bylaws		
6.1	Summer Wood Dr 145 - Business Licence - BL4075809 RTC	234 - 247
	To hear a request for reconsideration of a Home-Based Business, Major business licence application on the subject property.	
6.2	OCP Consistency Policy	248 - 260
	To adopt Council Policy No. 365 Official Community Plan Consistency Policy and to rescind Council Policy No. 307 – Waiver of Public Hearing.	
6.3	Airport Advisory Committee Terms of Reference - 2023	261 - 266
	To amend the terms of reference for the Airport Advisory Committee.	
6.4	2023 Financial Plan - Carryover Budget - Volume 2	267 - 402
	To present the 2023 Financial Plan – Carryover Budget - Volume 2 to Council for approval and inclusion into the 2023 Financial Plan.	
6.5	Investment of Kelowna Funds 2022	403 - 413
	To provide Council with information summarizing the City of Kelowna’s 2022 investment portfolio and an overview of the performance of the portfolio as a whole.	
7. Resolutions		
7.1	Draft Resolution - Traffic and Safety Concerns Clifton Road	414 - 417
8. Mayor and Councillor Items		
9. Termination		



**City of Kelowna
Regular Council Meeting
Minutes**

Date:	Monday, March 13, 2023
Location:	Council Chamber City Hall, 1435 Water Street
Members Present	Mayor Tom Dyas, Councillors Ron Cannan, Maxine DeHart, Charlie Hodge, Gord Lovegrove, Mohini Singh, Luke Stack, Rick Webber and Loyal Wooldridge
Staff Present	Acting City Manager, Stu Leatherdale; City Clerk, Stephen Fleming; Strategic Transportation Planning Manager, Mariah VanZerr*; Divisional Director, Planning & Development Services, Ryan Smith*, Community Planning & Development Manager, Dean Strachan*; Planner, Barbara Crawford*; Planner Specialist, Wesley Miles*; Planner, Alissa Cook*; Planner Specialist, Adam Cseke*; Planner, Tyler Caswell*; Fire Chief, Travis Whiting*; Landfill and Compost Operations Manager, Scott Hoekstra*; General Manager, Infrastructure, Mac Logan*; Utility Services Manager, Kevin Van Vliet*; Grants & Special Projects Manager, Michelle Kam*; Property Management Manager, Julia Buck*; Real Estate Department Manager, Johannes Saufferer*
Staff participating Remotely	Legislative Coordinator (Confidential), Arlene McClelland
Guests	Steve Sirett*, MoTI, Executive Director, Southern Interior Region, Lisa Amminson*, MoTI, Senior Project Manager; James Donnelly,* Urban Systems, Sr. Transportation Engineer, Megan Pasquill*, MoTI, Project Management Technician

(* Denotes partial attendance)

1. Call to Order

Mayor Dyas called the meeting to order at 1:30 p.m.

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

This Meeting is open to the public and all representations to Council form part of the public record. A live audio-video feed is being broadcast and recorded on kelowna.ca and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Lovegrove

THAT the Minutes of the Regular Meetings of March 6, 2023 be confirmed as circulated.

Carried

3. Public in Attendance

3.1 Central Okanagan Integrated Transportation Strategy (Provincial Delegation)

Staff:

- Provided opening remarks and introduced staff from the Ministry of Transportation.

Steve Sirett, MoTI, Executive Director, Southern Interior Region

- Introduced members of the team.
- Displayed a PowerPoint Presentation.
- Spoke to Agenda items and the Evolution of the Central Okanagan Integrated Transportation Strategy.

Lisa Amminson, MoTI, Senior Project Manager & James Donnelly, Urban Systems, Sr. Transportation Engineer, Kathryn Weicker, MoTI, Director of Integrated Transportation & Infrastructure Services Div.

- Continued with the PowerPoint Presentation.
- Spoke to the Co-ITS Project Status, including Integrated Systems Approach, Engagement, Options screening, evaluation and prioritization.
- Identified five Guiding Principles.
- Spoke to incorporating gender-based analysis, diversity, equity and inclusion into the guiding principles and evaluation framework.
- Spoke to Land Use; work done to review future growth and development through Official Community Plans and Transportation Master Plan alignment with CO-ITS options.
- Spoke to the Integrated Engagement Strategy with Integrated teams compiling feedback that worked for all.
- Spoke to their Options Strategy where options were grouped by theme rather than a timeline:
 - Transit;
 - Integrated Land Use and Supportive Policies
 - Roads, and
 - Active Transportation
- Spoke to project development phases.
- Spoke to collaboration with other partners such as local governments.
- Responded to questions from Council.

Moved By Councillor Lovegrove/Seconded By Councillor Cannan

THAT Council receives, for information, the report from Integrated Transportation, dated March 13, 2023, with regards to the Final Report for the province's Central Okanagan Integrated Transportation Strategy (Provincial Delegation).

Carried

The meeting recessed at 2:45 p.m.

The meeting reconvened at 2:51 p.m.

4. Development Application Reports & Related Bylaws

4.1 Old Vernon Rd 982 - A19-0018 - Manraj K. Kandola and Jeetender S. Kandola

Staff:

- Displayed a PowerPoint Presentation summarizing the application and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Wooldridge

THAT Agricultural Land Reserve Application No. A19-0018 for Lot 3, Section 1, Township 23, Osoyoos Division, Yale District, Plan 546, located at 982 Old Vernon Road, Kelowna, BC for a Non-Farm Use of agricultural land in the Agricultural Land Reserve pursuant to Section 20(2) of the *Agricultural Land Commission Act*, be supported by Council;

AND THAT the Council directs Staff to forward the subject application to the Agricultural Land Commission for consideration.

Carried

4.2 Russo Street 4195 - Z22-0044 (BL12498) - Natonia Mae Sigurdson and Shane Bernard Cartier

Staff:

- Displayed a PowerPoint Presentation summarizing the application and responded to questions from Council.

Moved By Councillor Wooldridge/Seconded By Councillor DeHart

THAT Rezoning Application No. Z22-0044 to amend the City of Kelowna Zoning Bylaw No. 12375 by changing the zoning classification of Lot 49 Section 31 Township 29 ODYD Plan EPP114622, located at 4195 Russo Street, Kelowna, BC from the RU2 – Medium Lot Housing zone to the RU2c – Medium Lot Housing with Carriage House zone, be considered by Council.

Carried

4.3 Rezoning Bylaws Supplemental Report to Council

City Clerk:

- Confirmed correspondence received for the rezoning on Coronation Avenue.

Council:

- Directed that Rezoning Bylaw 12484 on Coronation Avenue be considered separately.

4.4 Rezoning Bylaw Readings

4.4.1 Fuller Rd 4644 - BL12482 (Z22-0057) - James Davidson and Anne Davidson

4.4.3 Graham Rd 1385 - BL12485 (Z22-0074) - Gurmit Singh Mann

4.4.4 Temple Ct 252 - BL12486 (Z22-0045) - Giovanni Lenza and Stonewood Development Corp., Inc. No. BCo671615

Moved By Councillor Stack/Seconded By Councillor DeHart

THAT Bylaw Nos. 12482, 12485 and 12486 be read a first, second and third time.

Carried

4.4.2 Coronation Ave 979 983 - BL12484 (Z22-0075) - 979 Coronation GP Ltd. & Jamie Dennis Haynes

Moved By Councillor Wooldridge/Seconded By Councillor Hodge

THAT BL12484 (Z22-0075) - 979 Coronation Avenue be forwarded to a Public Hearing.

Carried
Councillor Cannan - Opposed

Moved By Councillor Wooldridge/Seconded By Councillor Lovegrove

THAT Bylaw No. 12484 be given first reading.

Carried
Councillor Cannan - Opposed

4.5 TA22-0014 -Amendments to Multiple Sections of Zoning Bylaw 1 of 3 - City of Kelowna

Staff:

- Displayed a PowerPoint Presentation summarizing the proposed amendments and responded to questions from Council.

Moved By Councillor Lovegrove/Seconded By Councillor DeHart

THAT Zoning Bylaw Text Amendment Application No. TA22-0014 to amend City of Kelowna Zoning Bylaw No. 12375 as outlined in Schedule 'A' be considered by Council;

AND THAT the Zoning Bylaw Text Amending Bylaw be forwarded to a Public Hearing for further consideration;

AND THAT final adoption of the Zoning Bylaw Text Amending Bylaw be considered subsequent to the approval of the Ministry of Transportation and Infrastructure.

Carried

4.6 BL 12497 (TA22-0014) - Amendments to Multiple Sections of Zoning Bylaw 1 of 3 - City of Kelowna

Moved By Councillor DeHart/Seconded By Councillor Stack

THAT Bylaw No. 12497 be read a first time.

Carried

4.7 Osprey Ave 453 - DP22-0194 - 1347431 BC Ltd., Inc. No. BC1347431

Staff:

- Displayed a PowerPoint Presentation summarizing the application and responded to question from Council.

Moved By Councillor Stack/Seconded By Councillor Wooldridge

THAT Council authorizes the issuance of Development Permit No. DP22-0194 for Lot A District Lot 14 ODYD Plan EPP120981, located at 453 Osprey Avenue, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";

2. The exterior design and finish of the building to be constructed on the land in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the amount of 125% of the estimated value of the Landscape Plan, as determined by a Registered Landscape Architect;

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permit to be issued;

AND FURTHER THAT this Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

Carried

Councillor Lovegrove - Opposed

5. Bylaws for Adoption (Development Related)

- 5.1 Hilltown Drive 3500 - BL 12477 (OCP23-0002) - Grant Wayne Gaucher and Lorrie Ann Rockl**

Moved By Councillor Stack/Seconded By Councillor DeHart

THAT Bylaw No. 12477 be adopted.

Carried

- 5.2 Hilltown Drive 3500 - BL12478 (Z22-0076) - Grant Wayne Gaucher and Lorrie Ann Rockl**

Moved By Councillor DeHart/Seconded By Councillor Stack

THAT Bylaw No. 12478 be adopted.

Carried

6. Non-Development Reports & Related Bylaws

- 6.1 Emergency Mutual Aid Agreement**

Staff:

- Provided and overview of the Emergency Mutual Aid Agreement and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Webber

THAT Council receive the report of the Fire Chief, dated March 13th, 2023 regarding the renewal of the Emergency Mutual Aid Agreement;

AND THAT Council authorize Mayor and City Clerk execute the Emergency Mutual Aid Agreement as attached to the report of the Fire Chief, Dated March 13th, 2023.

Carried

- 6.2 Amendment No. 13 to Solid Waste Management Bylaw No. 10106**

Staff:

- Displayed a PowerPoint Presentation outlining the proposed amendments to the Solid Waste Management Bylaw and responded to questions from Council.

Moved By Councillor Wooldridge/Seconded By Councillor DeHart

THAT Council receives, for information, the report from Utility Services, dated March 13, 2023, with regards to Amendment No. 13 to Solid Waste Management Regulation Bylaw No. 10106;

AND THAT Bylaw 12488, being Amendment No. 13 to the Solid Waste Management Regulation Bylaw No. 10106, be forwarded for reading consideration.

Carried

6.3 BL12488 - Amendment No. 13 to the Solid Waste Bylaw No. 10106

Moved By Councillor Singh/Seconded By Councillor Lovegrove

THAT Bylaw No. 12488 be read a first, second and third time.

Carried

6.4 Sewer Permit Agreement between Kelowna, Okanagan Indian Band, and Canada

Staff:

- Displayed a PowerPoint Presentation outlining the main points of the Agreement with the Okanagan Indian Band and Government of Canada.

Moved By Councillor Wooldridge/Seconded By Councillor Webber

THAT Council receives, for information, the report from the Infrastructure Division dated March 13, 2023, with respect to a sewer permit agreement between Kelowna, the Okanagan Indian Band, and the Government of Canada;

AND THAT the Mayor and City Clerk be authorized to execute the agreement on behalf of the City of Kelowna.

Carried

6.5 Poverty Reduction Planning and Action Grant Funding

Staff:

- Provided an overview of the Poverty Reduction Planning and Action Grant and responded to questions from Council.

Moved By Councillor Lovegrove/Seconded By Councillor Cannan

THAT Council receives, for information, the report from the Partnerships Office dated March 13, 2023, with respect to the Poverty Reduction Planning and Action Grant Funding;

AND THAT Council directs staff to apply for grant funding for the Kelowna Food Systems Mapping and Innovation Project through the UBCM Poverty Reduction Planning and Action Grant;

AND THAT Council support staff to execute all documents necessary to complete the grant, if successful;

AND FURTHER THAT, if the grant application is successful, the 2023 Financial Plan be amended to include the receipt of funds.

Carried

6.6 Crown Tenure Mission Creek Greenway - License of Occupation

Staff:

- Displayed a PowerPoint Presentation identifying the proposed license area for a portion of the Mission Creek Greenway and responded to questions from Council.

Moved By Councillor Cannan/Seconded By Councillor Hodge

THAT Council receive, for information, the Crown Tenure Mission Creek Greenway – License of Occupation report from the Real Estate Department dated March 13, 2023;

AND THAT Council agree to acquire the License of Occupation as presented, for a term of fifteen (15) years, from the Province, over those parts of Section 15 and 22, township 26, Osoyoos Division of Yale District, shown as returned to Crown on Plans 23003, 24818, and 30231, containing 2.11 hectares, more or less, for the purpose of a Pedestrian Walkway;

AND THAT the Mayor and City Clerk be authorized to execute the License of Occupation;

AND FURTHER THAT Council authorize staff to execute any further License of Occupation with the Province in relation to the subject lands, on similar terms and conditions.

Carried

7. Bylaws for Adoption (Non-Development Related)

7.1 BL12480 - Kelowna International Airport Terminal Building Expansion Loan Authorization Bylaw

Moved By Councillor Singh/Seconded By Councillor Lovegrove

THAT Bylaw No. 12480 be adopted.

Carried

7.2 BL11606 - Road Closure Bylaw - Adjacent to 4020 Lakeshore Rd Mayor to invite anyone in the gallery who deems themselves affected by the proposed road closure to come forward.

No one in the Gallery came forward.

Moved By Councillor Cannan/Seconded By Councillor Singh

THAT Bylaw No.11606 be adopted.

Carried

7.3 BL11607 - Road Closure Bylaw - Adjacent to 4058 Lakeshore Rd Mayor to invite anyone in the gallery who deems themselves affected by the proposed road closure to come forward.

No one in the Gallery came forward.

Moved By Councillor Singh/Seconded By Councillor Hodge

THAT Bylaw No.11607 be adopted.

Carried

- 7.4 BL11609 - Road Closure Bylaw - Adjacent to 4004 Bluebird Rd**
Mayor to invite anyone in the gallery who deems themselves affected by the proposed road closure to come forward.

No one in the Gallery came forward.

Moved By Councillor Hodge/Seconded By Councillor Singh

THAT Bylaw No.11609 be adopted.

Carried

8. Mayor and Councillor Items

Councillor Wooldridge

- Spoke to a Notice of Motion regarding safety concerns in the Clifton Road area.
- Spoke to their attendance at the National Conference for Pride.

Councillor Hodge:

- Represented Mayor Dyas at the Rebound Event at the Mary Irwin Theatre.

Councillor DeHart:

- Spoke to their attendance at the Chamber luncheon with the Chief Mental Health Officer from KPMG as guest speaker.
- Spoke to their attendance at the Sport Hero Awards.

Councillor Lovegrove:

- Spoke to their attendance at the Sport Hero Awards.
- Participated virtually in the SFU Affordable Housing Workshop.
- Issued an apology for comments in media interviews where he stated he had Council support for light rail.

Councillor Cannan:

- Inquired about 15 Minute City.

Mayor Dyas:

- Will provide information.

Mayor Dyas:

- Made comments on recent trip to Victoria and meeting with numerous Ministers.

9. Termination

This meeting was declared terminated at 4:52 p.m.

 Mayor Dyas

/acm


 City Clerk



Okanagan College

Transforming Lives and Communities

Presentation to Kelowna City Council: March 20, 2023
Dr. Neil Fassina, President, Okanagan College
nfassina@okanagan.bc.ca

Objectives

- 1) Learn something new about Okanagan College
- 2) Better understand the economic and social value of a strong, thriving community College in Kelowna
- 3) Be inspired by the opportunities for us to work together to eliminate barriers to post-secondary education for thousands of people in our region



Okanagan College – *Over the years*

1950s – Groups in Penticton, Kelowna, Vernon, Salmon Arm and Revelstoke active in bringing post-secondary services to the region

1963 – B.C. Vocational School opens in Kelowna

1968-74 – Salmon Arm, Vernon, Penticton join what is now Okanagan College

1980 – College expands programming to include university transfer programs, in addition to vocational/trades programs

2005 – UBC Okanagan opens; Okanagan College continues and experiences growth in programming and student population



OC Fast Facts

Largest college
in B.C. outside
Lower Mainland
(number of sites,
students)

Second largest
Trades training,
after BCIT

17,000
students
annually

Over **68%**
full-time/
part-time
students are
local

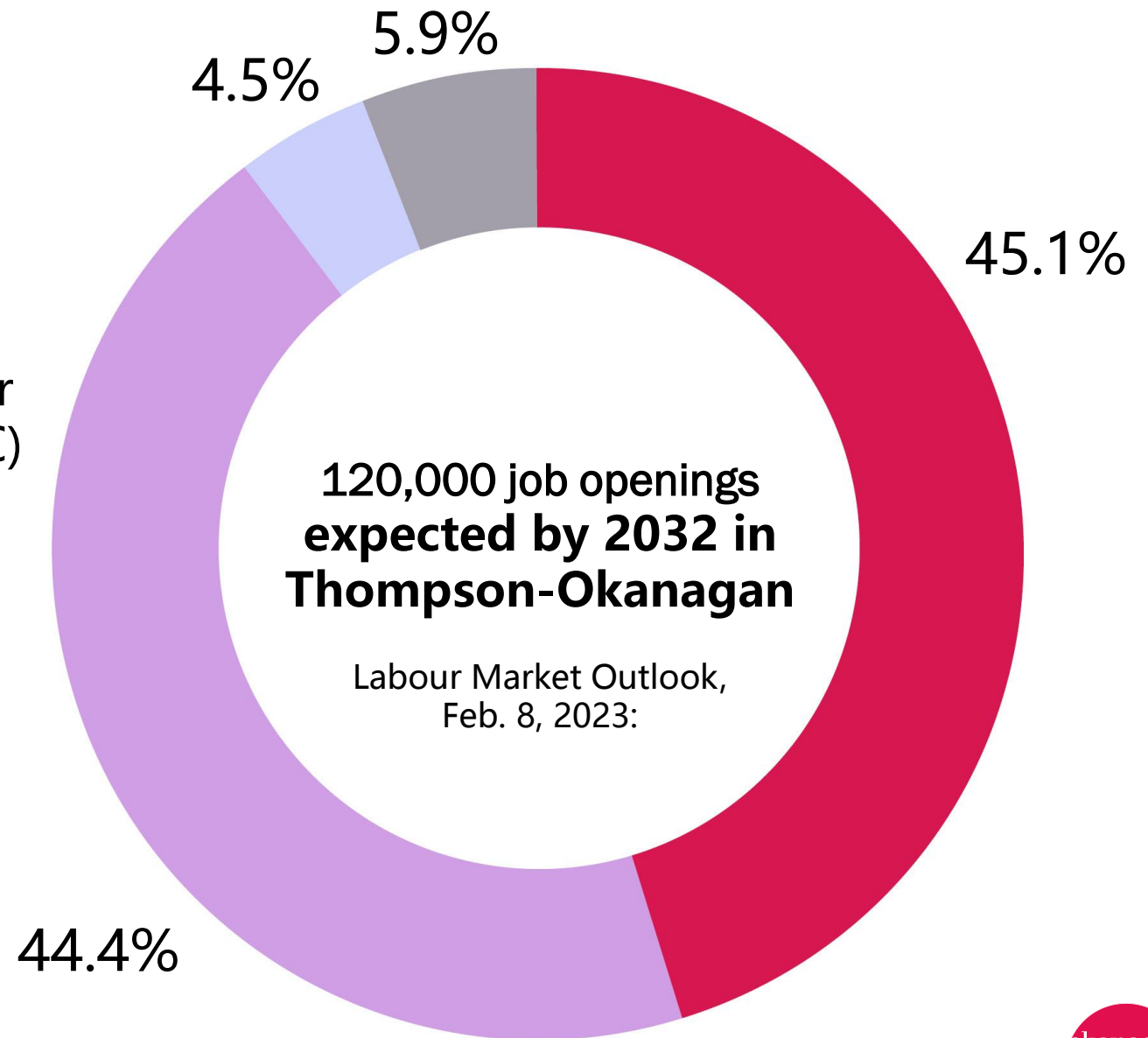
Significantly
higher % local
including
students in
short-courses

More than **20**
communities
are within
50km of an
OC campus

54.8% or 65,760 job openings requiring College post-secondary education

1 in 2 students in post-secondary in our region should be attending college (OC) for local workforce needs to be met

- Degree
- Diploma /Certificate
- Apprenticeship
- High school /Occupation-specific training



Examples - Jobs requiring Diploma / Certificate / Apprenticeship

- Health care assistants, nurse aides, orderlies and patient service associates
- Retail and wholesale trade managers
- Administrative officers
- Accounting technicians and bookkeepers
- Early childhood educators and assistants
- Sales and account representatives - wholesale trade (non-technical)
- Construction managers
- Home building and renovation managers
- Managers in agriculture
- Licensed practical nurses
- Facility operation and maintenance managers
- Real estate agents and salespersons
- Manufacturing managers
- User support technicians
- Electronic service technicians (household and business equipment)
- Property administrators
- Computer network technicians
- Managers in transportation
- Other assisting occupations in support of health services
- Managers in customer and personal services
- Graphic designers and illustrators
- Medical administrative assistants
- Retail and wholesale buyers
- Police officers (except commissioned)
- Firefighters
- Medical laboratory technologists
- Other medical technologists and technicians (except dental health)
- Supervisors, mining and quarrying
- Medical laboratory technicians and pathologists' assistants
- Court reporters, medical transcriptionists and related occupations
- Medical radiation technologists
- Supervisors, general office and administrative support workers
- Respiratory therapists, clinical perfusionists and cardiopulmonary technologists
- Air traffic controllers and related occupations
- Fire chiefs and senior firefighting officers
- Deck officers, water transport
- Cardiology technologists and electrophysiological diagnostic technologists
- Automotive service technicians, truck and bus mechanics and mechanical repairers
- Contractors and supervisors, heavy equipment operator crews
- Heavy-duty equipment mechanics
- Motor vehicle body repairers
- Contractors and supervisors, mechanic trades

Student population – by the numbers

Okanagan College, Kelowna Campus – Student Enrollment
as of Sept. 2022

Arts and Foundational: **1231**

School of Business: **1455**

Science and Technology: **837**

Health and Social Development: **322**

Trades and Apprenticeship: **598**

Kelowna (K.L.O.) campus:

4,381 students (Degree/ Diploma/
Certificate/ Apprenticeship)

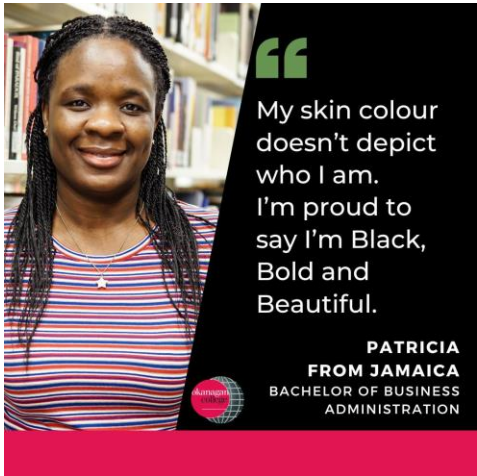
OC overall:

6,847 students (Degree/ Diploma/
Certificate/ Apprenticeship)

9,278 students (Continuing Studies)



International students – Growing our community





Inspire: Our priorities and strategic plan

- **Inclusive and equitable access:** including - individualized learning, sustainable rural/remote program delivery, development of market-aligned micro-credentials and short-duration learning options
- **Lifelong learning:** Review & modernize our approach to Student Recruitment, reflecting learners at all stages of life, and strengthening partnerships in communities to support workforce needs
- **Student experience:** Embed strategies aligned to student health, wellness and success, including Indigenization; Equity, Diversity, Inclusion, and Social Justice; mental and physical wellness; affordability; housing.



inspire



Final thoughts

- Okanagan College is a **strong partner in Kelowna** and across the region: **60 years of providing post-secondary education** and training locally, supporting workforce and community goals
- City of Kelowna and Okanagan College have **shared commitments** that include creating **welcoming, inclusive and safe spaces**, and supporting **community health & wellness**
- We have an opportunity to **reframe what it means to go to College** – Okanagan College is open to learners of all ages and in all stages of life
- Identify opportunities where we can **partner in innovation, program development and delivery**

Report to Council



Date: March 7, 2023
To: Council
From: City Manager
Subject: Council priorities 2023 - 2026
Department: Corporate Strategy & Performance Dept

Recommendation:

THAT COUNCIL approve the 2023 – 2026 Council Priorities as attached to the report of the City Manager dated March 7, 2023;

AND THAT COUNCIL direct staff to report back on the progress of the 2023 - 2026 Council Priorities in six, twelve and eighteen months.

Purpose:

To receive Council approval for the 2023 - 2026 Council Priorities.

Background:

The Council Priorities 2023 - 2026 document identifies the following six (6) priority areas and 22 Council Priority Actions distributed across the priorities:

- 1. Crime & Safety**
 - Strategy to address property crime; including break and enters and theft
 - Provide local Business Improvement Areas support for urban center safety issues (e.g. ‘Red Shirts’ program)
 - Establish a safety task force with stakeholders
 - Partner with Provincial ministries responsible for mental health and problematic substance use on initiatives (i.e. Community Safety Plan) that improve local conditions

- 2. Affordable Housing**
 - Acquire city owned land to build affordable housing
 - Increase number of rental units with below market rents
 - Partner on the creation of a low-cost affordable housing pilot project

3. Homelessness

- Advocate for additional Complex Care Centre (e.g. Red Fish Healing Center)
- Explore partnership opportunities for alternative forms of sheltering
- Advocate for purpose-built permanent shelter with ‘wrap-around’ supports and graduated housing options
- Develop an emergency winter shelter program

4. Transportation

- Explore alternative modes of transportation between UBCO/YLW and downtown.
- Improve transit service including expanding the transit pass program.
- Improve traffic flow and capacity on major road networks (e.g. Lakeshore Road)
- Complete the functional design of the Hwy 33 multi-modal traffic corridor
- Enhance traffic safety presence

5. Agriculture

- Facilitate the creation of a permanent home for the farmer's market
- Review the Agriculture Plan with respect to secondary uses
- Expand Enforcement/Bylaw Officers

6. Climate & Environment

- Include ‘Climate Lens’ in decision making to assess mitigation and adaptation
- Increase urban tree canopy (e.g. tree-lined medians)
- Pilot energy concierge program to enable retrofits in buildings

The actions and priority areas reflect Council’s response to what our citizens are saying is important, and are expected to be revisited during Council’s term.

The document does not outline all the City’s base business, nor does it present a detailed plan to achieve the results. While some of the 22 priority action items are already underway others will require staff to present plans to Council for consideration.

Status updates will be provided at six, twelve and eighteen months. The regular cadence of reviewing progress enables Council and the city’s administrative leadership to adjust their approach and investments to ensure projects are completed, new projects added as required, and the overall portfolio of projects is contributing to the results defined within the six priority areas.

Conclusion:

Following Council’s approval, the priorities will be communicated to the public through a variety of channels. Priorities will be communicated through the organization so staff can advance the actions and to inform work planning and budget direction for 2024.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Financial/Budgetary Considerations:

External Agency/Public Comments:

***Communications Comments:
Existing Policy:***

Submitted by: M. McGreer

Approved for inclusion:

CW

cc: SLT



Council Priorities 2023-2026

Message from the Mayor

On behalf of Council, I am pleased to share our priorities for 2023 – 2026. The focus areas reflect our response to what citizens are telling us is important to them.

We will do this by focusing on priority actionable items that will deliver results in the short-term. At the same time, we will advocate to senior levels of government for more investments in mental health, addictions, housing and the justice system.

We will report on progress within six, twelve and eighteen months to assess how we are doing, the value of our investments, and how we might do better based on what we learn. We are not afraid to try new things and will be quick to change course if we do not see the results our community needs.

Residents will clearly understand what we believe is most important, what we plan to do and whether our actions are making a difference. To be successful, we will ask citizens and businesses to be part of the solution by getting involved in a variety of focused task forces throughout this Council term.

I believe these Council priorities and actions will contribute to a better quality of life for Kelowna's residents and build a stronger, more attractive community for the future.

Mayor Tom Dyas



Overview of Council Priorities

Crime & Safety



Strategy to address property crime; including break and enters and theft

Provide local Business Improvement Areas support for urban center safety issues (e.g. 'Red Shirts' program)

Establish a safety task force with stakeholders

Partner with Provincial ministries responsible for mental health and problematic substance use on initiatives (i.e. Community Safety Plan) that improve local conditions

Affordable Housing



Acquire city owned land to build affordable housing

Increase number of rental units with below market rents

Partner on the creation of a low-cost affordable housing pilot project

Homelessness



Advocate for additional Complex Care Centre (e.g. Red Fish Healing Center)

Explore partnership opportunities for alternative forms of sheltering

Advocate for purpose-built permanent shelter with 'wrap-around' supports and graduated housing options

Develop an emergency winter shelter program

Transportation



Explore alternative modes of transportation between UBCO/YLW and downtown

Improve transit service including expanding the transit pass program

Improve traffic flow and capacity on major road networks (e.g. Lakeshore Road)

Complete the functional design of the Hwy 33 multi-modal traffic corridor

Enhance traffic safety presence

Agriculture



Facilitate the creation of a permanent home for the farmer's market

Review the Agriculture Plan with respect to secondary uses

Expand Enforcement/Bylaw Officers

Climate & Environment



Include 'Climate Lens' in decision making to assess mitigation and adaptation

Increase urban tree canopy (e.g. tree-lined medians)

Pilot energy concierge program to enable retrofits in buildings

Crime & Safety



Council Priority Actions

1. Strategy to address property crime; including break and enters and theft
2. Provide local Business Improvement Areas support for urban center safety issues (e.g. 'Red Shirts' program)
3. Establish a safety task force with stakeholders
4. Partner with Provincial ministries responsible for mental health and problematic substance use on initiatives (i.e. Community Safety Plan) that improve local conditions

How we measure progress on the priority

- Business break and enters and thefts are decreasing (reported # of property crime)
- Resident sense of safety in our community is increasing (% residents that feels safe).
- Public safety resources are increasing (e.g. police, bylaw and fire)

The results we want to see

- # or % of residents who feel safe in Kelowna increases.
- Decrease in business break and enters and thefts.
- Public safety resources keep pace with community growth (e.g. police, bylaw and fire).

Affordable Housing

Council Priority Actions

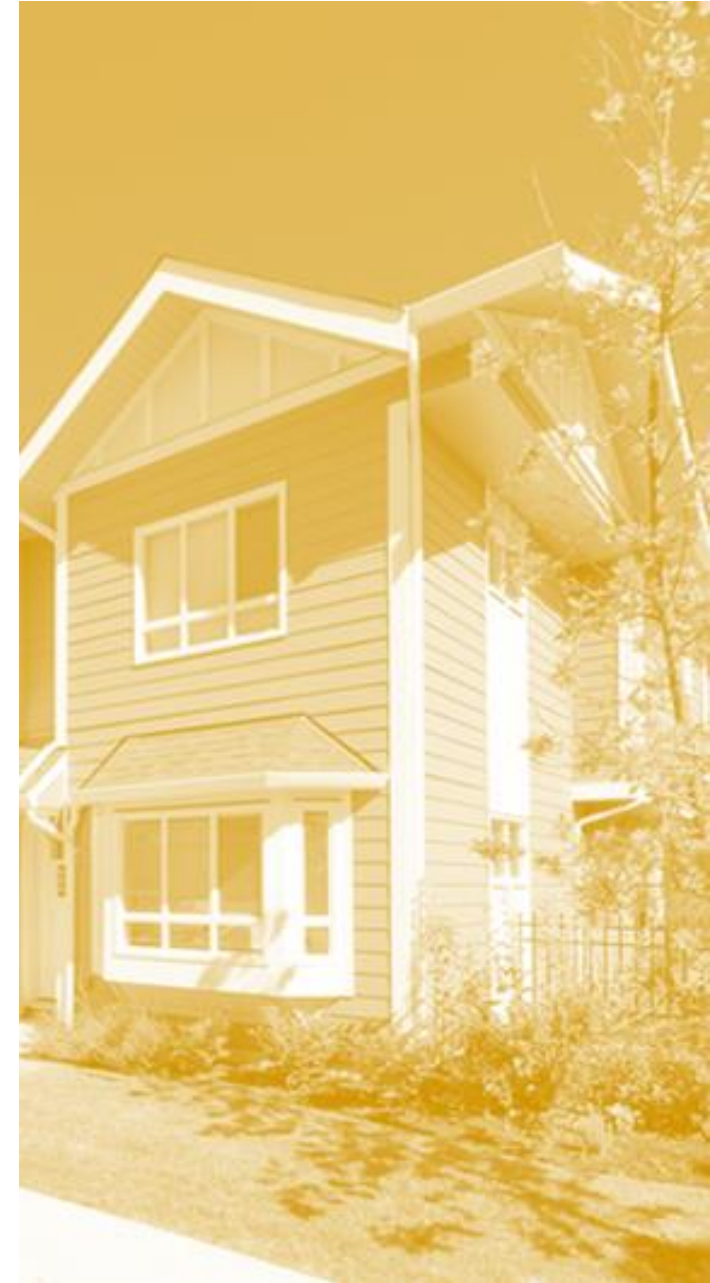
1. Acquire city owned land to build affordable housing
2. Increase number of rental units with below market rents
3. Partner on the creation of a low-cost affordable housing pilot project

How we measure progress on the priority

- The City has a sufficient supply of each housing type (# new housing units by type such as affordable housing)
- Market rental is more affordable (the proportion spending more than 30% to go down compared to previous term)
- Home ownership is more affordable (ratio of median income and median sale price, potentially by housing type)

The results we want to see

- Residents have improved access to affordable housing whether they rent or own.
- The city has an improved housing supply that meets the social and economic needs of the community.
- An increase in the supply of affordable housing options for people with low to moderate incomes.



Homelessness

Council Priority Actions

1. Advocate for additional Complex Care Centre (e.g. Red Fish Healing Center)
2. Explore partnership opportunities for alternative forms of sheltering
3. Advocate for purpose-built permanent shelter with 'wrap-around' supports and graduated housing options
4. Develop an emergency winter shelter program

How we measure progress on the priority

- # of complex care units Interior Health adds to our community
- Progress towards Housing Needs Assessment (HNA) non-market housing targets (measured to be developed through HNA)

The Results We Want to See

- A decrease in the number of people living on our streets who have mental health and/or addictions from the previous term.
- Reduce the impacts of social issues stemming from lack of support for people experiencing poverty, problematic substance use and untreated mental health conditions on the community.

Transportation

Council Priority Actions

1. Explore alternative modes of transportation between UBCO/YLW and downtown.
2. Improve transit service including expanding the transit pass program.
3. Improve traffic flow and capacity on major road networks (e.g. Lakeshore Road)
4. Complete the functional design of the Hwy 33 multi-modal traffic corridor
5. Enhance traffic safety presence

How we measure progress on the priority

- Transit ridership (Transportation Master Plan target)
- Mode Share (Transportation Master Plan target)
- Improved travel choices (Number of trips by walking, biking, transit, rideshare)
- Optimize travel times (Reliable travel times between the five urban hubs)
- Monitor goods movement times (Average goods movement time)
- Promote inclusive transportation (% of low-income residents close to frequent transit and active transportation corridors)
- Central Okanagan Region's Transit Service Guidelines (frequency, service span targets, and performance by route)
- Traffic safety is increasing (Traffic related injuries and fatalities per capita)

The results we want to see

- Capacity and traffic flow is enhanced on major road corridors
- More trips by alternative transportation modes (e.g. transit, rideshare, biking, walking)
- Traffic safety management is increasing (e.g. speed control)



Agriculture

Council Priority Actions

1. Facilitate the creation of a permanent home for the farmer's market
2. Review the Agriculture Plan with respect to secondary uses
3. Expand Enforcement/Bylaw Officers

How we measure progress on the priority

- Farmland is used for permitted farm uses (Number of non-farm use contraventions closed off during Council term)
- Protect agricultural land (# acres excluded from Agricultural Land Reserve, with the exception of those that are planned in OCP 2040; # properties rezoned from agricultural to a non-agricultural zone outside of OCP future land use)
- % of farmland that is being actively farmed in being maintained or is increasing (% of agriculture land that is actively farmed)

The results we want to see

- Increased engagement and support for the agricultural industry as an integral part of our healthy food system, economy and culture.

Climate & Environment

Council Priority Actions

1. Include 'Climate Lens' in decision making to assess mitigation and adaptation
2. Increase urban tree canopy (e.g. tree-lined medians)
3. Pilot energy concierge program to enable retrofits in buildings

How we measure progress on the priority

- Community and corporate GHG emissions are decreasing (e.g. GHG emissions by theme such as buildings, transportation; residential energy use per capita; fuel use data; corporate energy intensity)
- Protect tree canopy (progress on tree canopy cover targets established for each Growth district through the Urban Forest Strategy update)
- Protection of environmentally sensitive land (measure to be confirmed)

The results we want to see

- Reduce corporate and community greenhouse gas (GHG) emissions (e.g. energy efficient buildings, zero-emission vehicles and charging infrastructure, urban focused growth, alternative transportation modes, renewable energy)
- Protect and restore natural areas (e.g. Okanagan Lake, urban forest, wetlands)
- Include a Climate Lens in City decision making, ensuring we always consider climate impacts
- Enhanced climate emergency planning and response programs (e.g. flooding, wildfires, extreme heat and a changing water supply)



CITY HALL

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Kelowna BC
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250-469-8500

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ask@kelowna.ca

kelowna.ca/councilpriorities





Council Priorities 2023-2026

March 13, 2023

Agenda

- ▶ Council priorities 2023 – 2026
- ▶ What is next?

Council priorities 2023 - 2026

Summary

- ▶ 22 initial actions
- ▶ 6 priority areas

Within each priority area

- ▶ Council priority actions
- ▶ How we measure progress on the priority
- ▶ The results we want to see

Crime & Safety



Council Priority Actions

1. Strategy to address property crime; including break and enters and theft
2. Provide local Business Improvement Areas support for urban center safety issues (e.g. 'Red Shirts' program)
3. Establish a safety task force with stakeholders
4. Partner with Provincial ministries responsible for mental health and problematic substance use on initiatives (i.e. Community Safety Plan) that improve local conditions

The results we want to see

- # or % of residents who feel safe in Kelowna increases.
- Decrease in business break and enters and thefts.
- Public safety resources keep pace with community growth (e.g. police, bylaw and fire).

Affordable Housing

Council Priority Actions

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- Include a Climate Lens in City decision making, ensuring we always consider climate impacts
- Enhanced climate emergency planning and response programs (e.g. flooding, wildfires, extreme heat and a changing water supply)



What is next?

- ▶ Progress reporting at six, twelve and eighteen months

REPORT TO COUNCIL



Date: March 20, 2023

To: Council

From: City Manager

Department: Development Planning Department

Application: A23-0001 **Owner:** Black Mountain Irrigation District

Address: 2458 Joe Riche Road **Applicant:** Black Mountain Irrigation District

Subject: Application to the Agricultural Land Commission for a Soil or Fill Use in the Agricultural Land Reserve for the Placement of Fill

Existing OCP Designation: R-AGR - Rural – Agricultural and Resource, NAT – Natural Areas, PSU – Public Services/Utilities

Existing Zone: A1 – Agriculture, P4 - Utilities

1.0 Recommendation

THAT Agricultural Land Reserve Application No. A23-0001 for Lot 8, Sections 18 and 19, Township 27, ODYD, Plan 1991, Except Plans KAP80286 and KAP87038, located at 2458 Joe Riche Road, Kelowna, BC for a Soil or Fill Use in the Agricultural Land Reserve pursuant to Section 20.3 of the Agricultural Land Commission Act, be supported by Council.

AND THAT Council directs staff to forward the subject application to the Agricultural Land Commission for consideration.

Purpose

To support an application to the Agricultural Land Commission (ALC) to allow for a Soil or Fill Use to place residual sediment resulting from the water quality treatment.

Development Planning

Black Mountain Irrigation District (BMID) is seeking ALC approval to allow placement of residual sediment from the Mission Creek water quality treatment facility onto their property at 2458 Joe Riche Road. The fill is proposed to be placed in a shallow depression within the rolling hill topography of the site. The capacity of the fill area is 34,680 cubic meters and is estimated to take ten years of water treatment operations to fill. Sampling and analysis indicate the dried sediment satisfies applicable criteria under the Canadian Soil

Quality Guidelines for the Protection of Environmental and Human Health and the BC Hazardous Waste Regulation.

The ALC has determined that Soil and Fill Use applications that are not expressly allowed under the Agricultural Land Reserve Regulation may not proceed to the ALC for permit review unless authorized by a resolution of the local government. There are several common reasons why the ALC will not accept fill applications without first obtaining consent from local government, which are as follows:

- Applicants were initially caught placing fill without permits from the ALC.
- The fill may not aid the farm/farming activity.
- Work is planned to extend beyond two years.
- A waterway may be fouled, obstructed, or impeded.
- The agricultural capability of the land may be degraded.
- Fill placement has not been demonstrated as the only means available to address implementation of standard agricultural best practices.

In this particular instance, the ALC will not accept this proposal directly, since the work is planned to extend beyond two years. Subsequently, the applicant has hired a professional agrologist to prepare a plan to seek ALC support for a fill application to improve the agricultural capability of the site. As a result, staff support this Soil or Fill Use proposal to be sent to the ALC for their consideration.

2.0 Proposal

2.1 Background

BMID seeks a long term solution for placement of sediment material derived from their Mission Creek water treatment facility. Currently, sediment storage at the water treatment facility is at capacity and a new location is needed for the material. Subsequently, BMID proposes to haul the waste sediment from the treatment facility to the subject property to fill a topographical depression and reclaim for agriculture. The close vicinity of the fill site to the treatment facility will reduce hauling costs and fuel use as opposed to transporting it to the landfill.

2.2 Project Description

BMID is seeking ALC approval to allow placement of residual sediment from the drying containment areas of the Mission Creek water treatment facility onto their property at 2458 Joe Riche Road. Hauling of the material would only occur for approximately seven days each year. The proposal is guided by a plan prepared by a professional agrologist to ensure improvement in farming capability. Additionally, an environmental assessment was prepared for the project area to ensure environmentally sensitive areas are not impacted.

Prior to placement of fill, any suitable topsoil will be stripped and stockpiled for site reclamation activities. The fill will be placed in a manner that improves the agricultural capability of the land and to avoid disturbance of adjoining vegetation. The finished grade of the fill will complement adjoining landforms and provide a smooth transition between the land contours and drainage patterns in the area.

The project area is comprised of a low-lying area with steep side slopes within a rolling hill topography. The area has been disturbed by various land uses including fill placement, trail/road development and rangelands used for grazing livestock. The adjoining lands include several disturbed access corridors and a Fortis BC electrical substation and transmission line. There is a mapped stream and wetland habitat located beyond

the transmission line to the northwest of the project area. The stream and wetland habitats drain to the southwest and are isolated from the project area by higher elevation uplands.

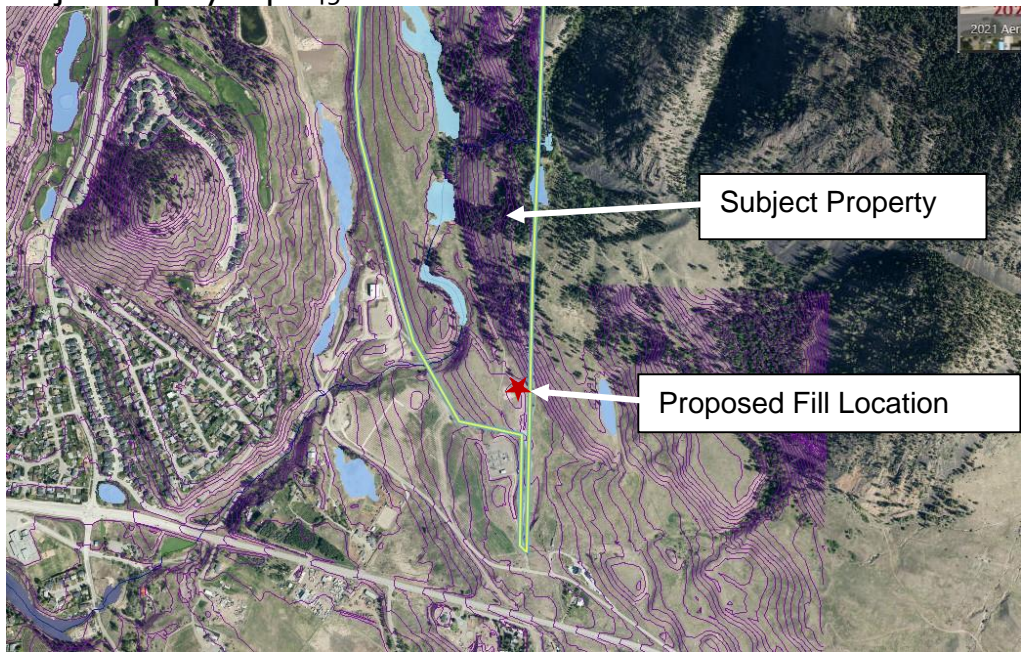
2.3 Site Context

The subject property is located in the Belgo – Black Mountain OCP Sector north of Joe Riche Road and 530 meters north of Highway 33 near the base of Black Knight Mountain. The fill site is approximately 100 m north of a Fortis BC electric substation. The parcel is within the Agricultural Land Reserve with a Future Land Use of Rural – Agricultural and Resource (R-AGR), Public Services/Utilities (PSU) and Natural Areas (NAT) and is zoned A1 – Agriculture and P4 – Utilities.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	P3 – Parks and Open Space	R – AGR - Rural – Agricultural and Resource
East	A1 - Agriculture	R – AGR - Rural – Agricultural and Resource
South	A1 – Agriculture P4 - Utilities	R – AGR - Rural – Agricultural and Resource PSU – Public Services/Utilities
West	A1 – Agriculture P4 – Utilities	R – AGR - Rural – Agricultural and Resource PSU – Public Services/Utilities NAT – Natural Areas REC – Private Recreational S-RES – Suburban - Residential

Subject Property Map: 2458 Joe Riche Road



3.0 **Current Development Policies**

Objective 8.1 Protect and preserve agricultural land and its capability (Chapter 8: Rural Lands)	
Policy 8.1.6 Non Farm Uses	<p>Restrict <u>non-farm uses</u> that do not directly benefit agriculture except where such <u>non-farm uses</u> are otherwise consistent with the goals, objectives and other policies of this OCP. Support <u>non-farm use</u> applications only where approved by the <u>ALC</u> and where the proposed uses:</p> <ul style="list-style-type: none"> • Are consistent with the Zoning Bylaw and the 2040 OCP; • Provide significant benefits to local agriculture; • Do not require the extension of municipal services; • Will not utilize productive <u>agricultural lands</u>; • Will not preclude future use of the lands for agriculture; and • Will not harm adjacent farm operations.
	<p>The agricultural capability of the proposed fill placement area is low for most crops without significant site improvements. Site reclamation will be undertaken in general conformance with best practices as directed by a qualified professional, to improve agricultural capability. The final finished grade of the site will transform from disturbed, steep side slopes to flatter topography, which will also improve farming characteristics.</p>

4.0 Technical Comments

4.1 Development Engineering Department

The applicant must take all temporary and permanent measures to control contamination from sediment and pollutants and to control erosion as outlined in the Subdivision , Development and Servicing Bylaw No. 7900.

5.0 Application Chronology

Date of Application Received: January 16, 2023

Report prepared by: Corey Davis, Development Technician

Reviewed by: Lydia Korolchuk, Urban Planning Manager

Reviewed by: Terry Barton, Development Planning Department Manager

Approved for Inclusion: Ryan Smith, Divisional Director, Planning & Development Services

Attachments:

Attachment A: Agricultural and Environmental Assessment – Fill Placement

Attachment B: Applicant’s Rationale



This forms part of application

A23-0001



City of Kelowna
DEVELOPMENT PLANNING

Planner Initials CD

Black Mountain Irrigation District FILL PLACEMENT (WATER TREATMENT SLUDGE) *Dried Sludge Fill Assessment*



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May 5, 2021

File: 0019.0011.01

Black Mountain Irrigation District
285 Gray Road,
Kelowna, BC V1X 1W8

VIA EMAIL: bvig@bmid.ca

Attention: Bryan Vig, Works Superintendent | Black Mountain Irrigation District

RE: PROPOSED FILL PLACEMENT (WATER TREATMENT SLUDGE)

We are pleased to submit the Environmental/Agricultural Assessment report for the proposed placement of dried sludge fill on the property located at 2458 Joe Riche Road. This assessment report has been prepared to help satisfy applicable provincial and municipal permitting requirements. The assessment is based on the CTQ Consultants Ltd. design drawing, dated December 2nd, 2020. The results of the assessment encompass the evaluation of information gathered from desktop research and a field reconnaissance.

If you have any questions or comments, please do not hesitate to contact me at 778-214-4023.

Sincerely,

NORTHLAND ENVIRONMENTAL LTD.

Graeme Hayward, MNRM, PAg, EP, CESA



ATTACHMENT		A
This forms part of application		
# A23-0001		
Planner Initials	CD	 City of Kelowna <small>DEVELOPMENT PLANNING</small>

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Figure 4.1	Site Features and Environmental Sensitivity

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Appendix A	Site Photos
Appendix B	Design Drawings
Appendix C	Aquifer and Groundwater Well Search Results
Appendix D	Field Surveys
Appendix E	Sensitive Species and Ecosystems Search Results
Appendix F	Cultural Resources and Archaeology Search Results
Appendix G	Contaminated Sites Search Results

1.0 INTRODUCTION

Northland Environmental Ltd. (Northland Environmental) was retained by Black Mountain Irrigation District (BMID) to complete an assessment of the environmental and agricultural impacts of the proposed placement of dried sludge fill on their property located at 2458 Joe Riche Road (**Figure 1.1**). The dried sludge is the residual sediment material produced by BMID's water treatment process. This assessment report has been prepared to help satisfy permitting requirements under the BC Environmental Management Act (Waste Management Permit), Agricultural Land Commission Act (Soil or Fill Use Permit), and the Local Government Act (City of Kelowna Development Permit). The purpose of the assessment is to evaluate the environmental and agricultural considerations of the proposed dried sludge fill placement within the BMID subject property. Based on the results of the assessment, recommendations for mitigation are provided to minimize environmental and agricultural impacts.

1.1 Project Background

The project consists of the placement of dried sludge fill on BMID's property at 2458 Joe Riche Road (the project). The sludge fill material consists of the residual sediment removed during the water treatment process at the BMID water treatment plant along Mission Creek. Sampling and analysis indicate that the dried sludge satisfies applicable criteria under the Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health and the BC Hazardous Waste Regulation.

The project area is comprised of a low-lying area with steep side slopes within a rolling hill topography. The area has been disturbed by various land uses including fill placement, trail/road development and rangelands used for grazing livestock. The adjoining lands include several disturbed access corridors and a FortisBC electrical substation and transmission line. There is a mapped stream and wetland habitat located beyond the transmission line to the northwest of project area. The stream and wetland habitats drain to the southwest and are isolated from the project area by higher elevation uplands. There is limited capability and suitability for agriculture within the project area due to the steep slopes and the disturbed nature of the soils from past fill placement. The dried sludge fill material will be hauled from the drying/containment areas located at the BMID water treatment plant site. Prior to the placement of fill, any suitable topsoil will be stripped and stockpiled for site reclamation activities. The fill will be placed in a manner that improves the agricultural capability of the land and avoids disturbance to adjoining vegetation. The finished grade of the fill will complement adjoining landforms and provide for a smooth transition between the land contours and drainage patterns in the area.

1.2 Scope of Assessment

This assessment report is based on the results of desktop research and a field reconnaissance. The review of background information was completed to gain an understanding of the current conditions of the study area to help determine potential effects and site-specific mitigation measures for the project. This assessment considers the physical works and activities within the defined study area. The study area, in which direct environmental and agricultural effects were evaluated, is defined as the area within the project footprint. The regional study area is defined as the spatial area extending beyond the study area in which both direct and indirect effects may occur. The regional study area includes the adjoining grassland ecosystems and agricultural lands within a 200 m radius of the project area.



LEGEND

- Fill Placement Area
- Wetland - Drainage
- FortisBC Substation
- High Voltage Overhead
- Disturbed - Fill Area
- Disturbed - Trail - Road
- Disturbed - Steep Slopes

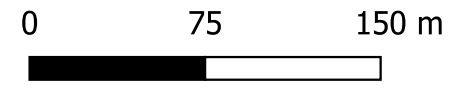


Figure 1.1 - Location and Site Plan

PROJECT - Water Treatment -
Dried Sludge Fill Placement

CLIENT - Black Mountain Irrigation District



Coordinate System
WGS 84 / Pseudo-
Mercator EPSG 3857

Scale 1:5000

Map Prepared by Northland Environmental
Ltd. using QGIS (2021).

QGIS Development Team. 2021. QGIS
Geographic Information System. Open
Source Geospatial Foundation Project.
<http://qgis.osgeo.org>. Projection: ESRI
Satellite.

The assessment objectives include:

- Reviewing background information and reports related to the environmental and agricultural conditions of the study area;
- Conducting a field reconnaissance of the study area to record the agricultural and environmental aspects that may be affected by the fill placement;
- Describing the baseline environmental and agricultural conditions, including soils, agricultural capability, surface water, groundwater, terrestrial and aquatic habitats, wildlife and plants, natural resources and land uses;
- Assessing the potential environmental and agricultural effects of the project and proposing appropriate mitigation measures;
- Predicting whether there will be significant adverse effects, after mitigation is taken into consideration; and,
- Providing follow-up measures to verify the accuracy of the assessment and the effectiveness of the recommended mitigation.

1.3 Methodology

1.3.1 Surficial Geology and Hydrogeology

Online databases and literature were queried for surficial geology and hydrogeology information for the study area. Information on aquifers and groundwater wells was obtained from the following sources:

- BC Soil Information Finder Tool (BC Ministry of Agriculture and Ministry of Environment & Climate Change, 2018)
- BC Water Resources Atlas, iMap BC mapping application (Government of BC, 2021)
- Soils of the Okanagan and Similkameen Valleys (BC Ministry of Environment, 1986)

1.3.2 Surface Water and Fisheries Resources

The following databases were queried to identify known watercourses and access detailed surface water and fisheries data for watersheds, water quantity and quality monitoring sites, and fish habitat within the study area:

- BC Water Resources Atlas, iMap BC mapping application (FLNRO, 2021)
- Fisheries Inventory Data Queries (FIDQ) (BC Ministry of Environment, 2021)
- iMap BC mapping application (Government of BC, 2021)
- HabitatWizard mapping application (FLNRO, 2021)

1.3.3 Wildlife and Habitat, including Sensitive Species and Ecological Communities

Information regarding vegetation, wildlife and habitats, including species and ecosystems of management concern that have the potential to occupy the study area, was obtained from the following sources:

- BC Species and Ecosystems Explorer (BC MOE, 2021)
- BC Ministry of Environment's Conservation Data Centre mapping application (BC CDC, 2021)
- iMap BC mapping application (Government of BC, 2021)
- eBird online mapping database (eBird, 2021)
- iNaturalist mapping database (iNaturalist, 2021)
- Environment Canada's Species at Risk Public Registry (SARA, 2019)
- Ecosystems of British Columbia, Chapter 10: Interior Douglas-fir Zone (Hope et al., 1991)
- Sensitive Ecosystems Inventory Okanagan Valley: Vernon to Osoyoos 2000 – 2007 (Iverson et al., 2008)
- City of Kelowna Geographic Information System (City of Kelowna, 2021)
- Wildlife Species Inventory (WSI) via iMap mapping application (Government of BC, 2021)

1.3.4 Cultural Resources and Archaeology

A search of the following database was conducted to determine the possible presence of cultural and archaeological records within the study area:

- BC Ministry of Agriculture and Lands Integrated Land and Resource Registry (BC Ministry of Agriculture and Lands, 2021)

1.3.5 Contaminated Sites

The following database was queried to determine the potential presence of contaminated sites within the study area:

- BC Ministry of Agriculture and Lands Integrated Land and Resource Registry (BC Ministry of Agriculture and Lands, 2021)

1.3.6 Field Reconnaissance

On March 22nd, 2021, an overview level field reconnaissance was conducted by Northland Environmental to gain a better understanding of the environmental setting, assess the potential environmental and agricultural effects, and develop appropriate mitigation measures for the project. The survey focused on ground-truthing the desktop research conducted and assessing the conditions of land for agricultural capability. The agricultural considerations included topography, drainage, stoniness, erosion, soil moisture and related agricultural capability aspects. All plant species that could be identified were recorded and all wildlife species and evidence of their presence were documented (i.e., scat, tracks, audio cues). Any essential habitat features that wildlife depend on (i.e., wildlife trees, rock outcrops, nests, wildlife corridors) were recorded to assist with the assessment of impacts. General habitat types were determined utilizing Terrestrial Ecosystem Mapping (TEM) and Sensitive Ecosystem Inventory (SEI) mapping, and the findings of the field reconnaissance.

2.0 THE PROPOSED PROJECT

2.1 Site Description

The subject property at 2458 Joe Riche Road (PID: 001-715-224) is legally described as:

Plan KAP1991, Lot 8, Township 27, Section 18 & 19, Except Plan KAP80286, KAP87038, Parcel 17, Plan KAP237A of East 1/2, Section 19, Township 27, Osoyoos Division of Yale Land District.

The property is within the Agricultural Land Reserve and is zoned Agriculture - A1 within the City of Kelowna (**Figure 1.1**). The A1 - Agriculture zone is designated for rural areas and agricultural uses as well as other complementary uses suitable in an agricultural setting. The project area is comprised of a shallow depression with steep side slopes within a rolling hill topography. The area has been disturbed by various land uses including agricultural uses, fill placement and trail/road development. The adjoining lands include several disturbed access corridors and a FortisBC electrical substation and transmission line. The project area ranges in elevation from approximately 650 m to 660 m Above Sea Level (asl). The project area was selected based on availability of suitable fill placement sites, avoiding environmental and agricultural impacts, complementing adjoining landforms and providing for a smooth transition between the land contours and drainage patterns in the area. Site photos are included in **Appendix A**.

2.2 Project Scope

The project consists of the placement of residual dried sludge (fill material) on BMID's property at 2458 Joe Riche Road. The estimated fill capacity of the project area is 34,680 m³ based on a 660 m asl top-of-fill design elevation. The plan, profile and dimensions are shown on the drawing included in **Appendix B**. The sludge material consists of the residual sediment removed during the water treatment process at the BMID water treatment plant along Mission Creek. This sediment is generally characterized as slightly acidic to mildly alkaline, non-saline, with very low to medium nitrogen levels. Further details of the sludge sediment chemistry are provided in **Section 2.3**.

The fill placement activities are expected to take place from late spring to early fall for a duration of ten years and/or until the design capacity of the fill area is reached. The site preparation activities will include surveying, topsoil stripping, clearing and grubbing, site grading, and upgrading the existing access road to facilitate the safe hauling and placement of the fill material. The fill placement area will be physically marked and the operation of machinery will be restricted to the project area to avoid impacting outlying vegetation. The material will be hauled by tandem dump trucks and spread using a loader or similar equipment. The site access road and fill area will be sprayed with water as necessary to reduce airborne dust. The fill will be placed in lifts in accordance with applicable engineering standards. The fill area will be graded and maintained to prevent impacts to the adjoining lands. During operation of the fill area, all disturbed areas including the fill material will be regularly seeded with a native seed mix suitable for upland habitats within the Okanagan. All weeds and invasive vegetation will be removed regularly to avoid impacts on adjoining agricultural lands and habitats. Some invasive trees were noted within the project area during the field reconnaissance. These trees will be removed by a qualified arborist and disposed at an approved licenced facility off site.

Site restoration will be undertaken in general conformance with best practices as directed by a qualified professional, to improve agricultural capability while ensuring no net loss of productive habitat capacity. Organic materials and topsoil will be stockpiled and redistributed over disturbed areas on site. The final finished grade of the project area will complement adjacent landforms and provide for a smooth transition between the land contours and drainage patterns on adjacent lands and the reclaimed area. The project area, stockpiles and any adjoining disturbed areas will be broadcast seeded and/or hydraulic seeded with a suitable agronomic and/or native seed mix to help prevent the establishment of invasive plant species.

2.3 Dried Sludge (Sediment) Analysis

Northland Environmental conducted sampling and analysis of the sludge produced from the Mission Creek water treatment plant to help inform sludge disposal options. A review of applicable regulations and guidelines was conducted prior to undertaking sampling and analyses of the sludge. The water treatment process uses chemicals to remove the fine sediments from the water that comes from Mission Creek. The sludge produced from this process consists of the sediments removed from the water and any other residuals from the water treatment process. CARO Analytical Services (CARO) was contacted to provide guidance on the analyses required to evaluate whether the sludge is hazardous or if it can be disposed of as non-hazardous waste or used as fill material. CARO suggested a Class 2 Landfill Package that tests for flash point, free liquids, metals by TCLP (toxic characteristic leaching procedure), and pH. The package simulates landfill conditions to determine if harmful metals or volatiles will be released after disposal. CARO also recommended a TCLP extraction to test for any volatile organic compounds (VOC) in the sludge.

A total of three (3) 125 mL sample soil jars were required for the four analyses that were conducted. The sludge had been stock-piled on site at the BMID water treatment plant, and it was anticipated that different depths of the sludge pile may have experienced different temperatures, moisture content, decomposition etc. Therefore, each soil jar was filled with sludge taken from three different depths (bottom, middle and surface). Each soil jar was then mixed thoroughly in the field to ensure the sample was representative of the sludge. The soil jars were transported in a cooler provided by CARO. The sampling methodology was consistent with BC Field Sampling Manual's Soil and Sediment Sampling guide. The sampling was completed on April 24th, 2019 and submitted to CARO for the analyses the same day. CARO provided the results from the analyses on May 2nd, 2019. The results revealed that the analytes detected in the sludge were either very low or non-detectable (i.e., no exceedances of applicable guidelines).

Based on the results of the analyses conducted and the review of sampling/analyses conducted by BMID, the sludge is considered non-hazardous in accordance with applicable criteria under the Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health and the BC Hazardous Waste Regulation (Northland Environmental, 2019).

2.4 Project Proponent and Consultant Contact Information

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3.0 REGULATORY FRAMEWORK AND BEST PRACTICES

As part of the assessment process, the proposed placement of dried sludge fill was reviewed to identify applicable regulatory triggers and permitting processes. The following is a summary of the applicable legislation and regulatory requirements for the project.

3.1 Local Governance

3.1.1 *City of Kelowna Official Community Plan 2030 - Development Permit*

The project area overlaps Natural Environment, Hazardous Conditions, and Farm Protection Development Permit Areas (DPAs). Unless exempt, a Development Permit must be approved prior to any subdivision or land alteration including but not limited to land clearing, preparation for the construction services, roads, blasting or construction, and/or addition to or alternation of a building or structure in a Development Permit Area (DPA). An approved Development Permit sets out site specific development requirements. Conditions in the permit address environmental issues and ensure that the property is developed safely and generally reflects the objectives and guidelines of best management practices produced by the Province of British Columbia.

3.2 Provincial Legislation

3.2.1 *BC Water Sustainability Act*

The *BC Water Sustainability Act* establishes the broad legal framework for managing water in British Columbia. Any activities that result in changes in or about a stream require notification or approval under Section 11 of the *Water Sustainability Act*. Under the *Water Sustainability Act*, “changes in and about a stream” include a modification to the nature of the stream, including any modification of the land, vegetation and natural environment of a stream or the flow of water in a stream, or any activity that has or may have an impact on a stream or stream channel. The project area does not overlap any streams. The fill area will be graded and maintained to prevent impacts to the adjoining lands and drainage patterns.

3.2.2 *BC Wildlife Act*

The *BC Wildlife Act* protects indigenous wildlife, including bird nests, bird eggs and nesting birds, in British Columbia. By conducting land clearing activities outside of the nesting season (mid-March to Mid-August) for birds, a proponent is able to maintain compliance with this Act. In the event that land clearing is to be conducted during the nesting season, a Qualified Environmental Professional (QEP) must first assess the area to ensure that birds and their nests will not be adversely impacted by land clearing activities.

3.2.3 *BC Agricultural Land Commission Act*

The *Agricultural Land Commission Act* and *Agricultural Land Reserve (ALR) Regulations* are the legislative framework for the establishment, administration, and procedures of British Columbia’s agricultural land preservation program. A landowner who wishes to place fill or remove soil in the ALR must submit a Notice of Intent to the CEO of the Commission in accordance with the process set out in Section 5 of Information Bulletin 07 Soil or Fill Uses in the ALR.

3.2.4 BC Environmental Management Act

The *Environmental Management Act* governs the management of waste in British Columbia. The *Act* provides the authority for introducing wastes into the environment, while protecting our health and the environment. Specifically, the *Act* enables the use of permits, regulations and codes of practice to authorize discharges to the environment and enforcement options, such as administrative penalties, orders and fines to encourage compliance. The *Waste Discharge Regulation* defines what industries, activities and operations require authorizations to discharge or release waste to the air, water, and land under the *Environmental Management Act*.

3.2.5 BC Heritage Conservation Act

The purpose of this *Act* is to encourage and facilitate the protection and conservation of heritage property in British Columbia. Although there are no known archaeological or heritage resources within the project area, a chance find procedure will be required for the Contractor to follow in the event of an unanticipated discovery during fill placement activities.

3.3 Federal Legislation

3.3.1 Migratory Birds Convention Act

Most migrating birds found in Canada are protected under the *Migratory Birds Convention Act*. The *Act* is administered by the Wildlife Enforcement Division of Environment Canada in cooperation with provincial governments. By conducting land clearing activities outside of the regional nesting period for migratory birds a proponent is able to maintain compliance under this *Act*. The regional nesting period for migratory birds in the Okanagan is between mid-March and mid-August, and earlier for raptors and herons (approximately early January to end of September). In the event that land clearing is to be conducted during the regional nesting window, a QEP with experience in bird/nest surveys must first assess the area to ensure that any nesting birds, their nest or eggs will not be impacted.

3.3.2 Species at Risk Act

Species at risk in Canada are initially determined at a federal level by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC). If approved by the federal Minister of the Environment, species listed under COSEWIC are added to the federal list of wildlife species at risk under the *Species at Risk Act* (SARA) Schedule 1. It is prohibited to kill, harm, harass, capture, take, possess, collect, buy, sell or trade any Schedule 1 species and/or their critical habitat listed as extirpated, endangered or threatened on federal lands (SARA Section 32-36). Within private or provincially owned lands, only critical habitat of aquatic species listed as extirpated, endangered, or threatened in Schedule 1 of SARA and migratory birds listed in the *Migratory Birds Convention Act* (1994) that are also listed as extirpated, endangered or threatened in Schedule 1 of SARA are protected, unless ordered by the Governor in Council.

3.4 Best Management Practices

The BMPs recommended in this report are consistent with the following guidelines:

- A Field Guide to Fuel Handling Transportation & Storage (MWLAP, 2002);
- Best Management Practices for Bats in British Columbia (BC MOE, 2016);
- Criteria for Agricultural Capability Assessments;
- Develop with Care 2014: Environmental Guidelines for Urban and Rural Land Development in British Columbia (BC MOE, 2014);
- Erosion and Sediment Control Best Management Practices (ESCA BC, 2014);
- Guidelines for Amphibian and Reptile Conservation during Urban and Rural Land Development in British Columbia (FLNRO, 2014);
- Guidelines for Farm Practices Involving Fill;
- Guidelines for Raptor Conservation during Urban and Rural Land Development in British Columbia (FLNRO, 2013);
- Information Bulletin 07 Soil or Fill Uses in the ALR;
- Placement of Fill for Soil Bound Agricultural Activities; and,
- Resource Extraction and Fill Placement Proposals, Criteria for Technical Reports Submitted by Consultants.

4.0 BIOPHYSICAL DESCRIPTION

4.1 Environmental Setting

The climate in the southern interior of British Columbia is largely affected by the Coast and Cascade Mountain ranges which act as precipitation barriers to this region of the province. As a result, annual precipitation is relatively low and in many areas the majority of precipitation falls in the form of snow, leaving the summers hot and dry. Winters in this region are generally described as cool. The City of Kelowna has a mean annual temperature of 8.1 °C and receives approximately 360 mm in annual precipitation, with about one third of the precipitation falling as snow (Environment Canada, 2021). The project area is situated within the Okanagan variant of the Very Hot Dry (xh) subzone, of the Interior Douglas-fir (IDF) biogeoclimatic zone. The IDF biogeoclimatic zone occurs at elevations below the Montane Spruce zone and where valleys are deep but above the Ponderosa Pine zone. This zone is characterized by a continental climate with warm, dry summers, a relatively long growing season and cool winters. Significant moisture deficits during the growing season are common. Historically, frequent stand-maintaining fires shaped the ecosystems of this zone.

4.2 Agricultural Capability

Agricultural capability ratings and limitations are assessed using a classification system known as the "Land Capability Classification for Agriculture in BC". The classification system describes seven land capability classes for agriculture (Classes 1 to 7). The land capability classification for agriculture has two main components - the capability class and the capability subclass. The class identifies potential for agriculture. The best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture. As the class numbers increase from Class 1 to Class 7, the range of crops decreases. Associated with each class is a subclass that identifies limitations or special management practices needed to improve the soil, such as topography, stoniness, soil moisture deficiency, low fertility, etc. The land capability classification system was utilized to determine the potential for agriculture within the fill placement project area. A search of the British Columbia Soil Information Finder Tool revealed that the majority of the fill placement lands are classified 5A for agricultural capability. Class 5 land has limitations that restrict its capability to producing perennial forage crops or other specially adapted crops. The Subclass 5A (Soil Moisture Deficiency) represents soil moisture deficiency where crops are adversely affected by insufficient precipitation or low water holding capacity. The Improved Capability Class for these lands is 3AP. Class 3 land has limitations that require moderately intensive management practices or moderately restrict the range of crops, or both. The subclasses (A and P) represent Soil Moisture Deficiency and Stoniness. The improved Subclass 3A soil moisture deficiency rating takes irrigation into account. The Subclass 3P rating represents total coarse fragment content (2.5 cm diameter or larger) that causes significant interference with cultivation. Total coarse fragment content is 11% to 20% or cobbles and stones occupy 2% to 5% of the sieved soil. The remaining lands within the fill placement project area are classified 6TA for agricultural capability. The subclass "6T" (Topography) represents slopes, either simple or complex, varying from 31% to 60% and the land in its present condition providing sustained natural grazing for livestock. The subclass "6A" refers to a soil moisture deficit from 341 mm to 425 mm and the land in its present condition providing sustained natural grazing for domestic livestock.

4.3 Surficial Geology and Soils

The Okanagan Valley is a major valley in the Southern Interior Plateau region of British Columbia. The valley trends generally north-south from Shuswap Lake to the Columbia River between the Cascade Mountains to the west and the Monashee Mountains to the east. The materials that line the valley are a heterogeneous mixture derived from many different bedrock sources. Glacial deposits are variable in texture and thickness and are largely lacustrine and glaciofluvial in origin. Most of the valley floor and lower slopes are underlain by silt, sand, gravel and diatomaceous earth.

The project area encompasses a shallow depression with strong to extreme slopes comprised of Rutland (R) and Kelowna (KE) soils. Rutland and Kelowna soils are classified as Orthic Dark Brown. Rutland soils are rapidly drained, rapidly pervious, have slow surface runoff and low water holding capacity. The main agricultural limitations of Rutland soils are gravelly and stony textures, rapid permeability and low water holding capacity. Kelowna soils are well drained, moderately pervious and have a moderate water holding capacity. Kelowna soils are well suited for most agricultural crops although adverse topography and stoniness may be limiting in some areas (Ministry of Environment, 1986).

The soils and contours of the project area appear to be, in part, attributed to past disturbances, including historic fill placement and trail/access development. In undisturbed areas, the soils include well to rapidly draining sandy loam overlying parent materials of glaciolacustrine and glaciofluvial origin. Glaciolacustrine sediments were deposited in glacial lakes during or shortly after deglaciation. These sediments are usually stratified and consist of stone and gravel free, moderately and well sorted sands, silts and clays. Glaciofluvial sediments were deposited by glacial meltwater either in contact with glacier ice or beyond the ice margin as outwash. The deposits usually consist of stratified gravels and sands with a high proportion of stones and sometimes boulders (Ministry of Environment, 1986).

The fill placement project area is situated in a north-south oriented depression. Considering the strong to extreme slopes and disturbed (anthropogenic) nature of the project area, agricultural capability is anticipated to be low for most crops without significant site improvements.

4.4 Hydrogeology

A search of the Ministry of Environment's Water Resource Atlas revealed no mapped aquifers or groundwater well records within the fill placement project area. The closest mapped groundwater wells are located along Highway 33 approximately 700 m and 1,300 m to the south and southeast of the project area.

Groundwater Well Tag # 24117 had a recorded static water level of approximately 6 m (20 ft.) and a finished well depth of 15 m (50 ft.). The recorded lithology consists of a layer of cobbles and boulders (0 m to 6 m), over a layer of stony clay (6 m to 12 m), over a layer of stones and fine sand (12 m to 14 m), over a layer of till. Groundwater Well Tag # 76783 was recorded as a dry well with a finished well depth of 183 m (600 ft.). The recorded lithology consists of a layer of sand and gravel (0 m to 2.5 m) over bedrock. A copy of the aquifer and groundwater well search results is included in **Appendix C**.

4.5 Surface Water

The fill placement project area is located within the Mill Creek watershed, which drains into Okanagan Lake. The Mill Creek watershed encompasses an area of approximately 224 km².

The project area generally drains internally before daylighting toward the access road to the northwest. There was no evidence of historic surface flow observed during the field reconnaissance. The soil permeability within the project area is anticipated to be high due to the sandy and gravelly nature of the soils. Any subsurface flow through the project area is expected to trend to the southwest, consistent with local drainage patterns. There is a mapped stream and wetland habitat located beyond the high voltage overhead power line to the northwest of the project area. The stream and wetland habitat drain to the southwest and are isolated from the project area by higher elevation uplands. The final finished grade of the fill placement area will complement adjacent landforms and provide for a smooth transition between the land contours and drainage patterns on adjacent lands and the reclaimed area.

4.6 Wildlife

A meandering wildlife survey was conducted within the study area on March 22nd, 2021. The survey recorded incidental wildlife observed and evidence of wildlife use (i.e., nests, burrows, shed skins, feathers, scat, tracks and individuals). A list of all the wildlife observations is included in **Appendix D**.

4.6.1 Mammals

The IDFxh subzone contains a vast diversity and abundance of wildlife and wildlife habitat. The disturbed grasslands and adjoining coniferous woodlands of the study area support mammalian species such as yellow-bellied marmot, golden mantled ground squirrel, Rocky Mountain elk, black-tailed deer, mule deer, white-tailed deer, cougar, bobcat, coyote, black bear, Columbian ground squirrel, Northern pocket gopher and sensitive species such as American badger, California and Rocky Mountain bighorn sheep and Great Basin pocket mouse. Deer tracks and scat were observed within the study area and a trail running through the study area is expected to be used by deer and other wildlife.

4.6.2 Birds

The disturbed grasslands and adjoining coniferous woodlands of the study area support species such as Northern flicker, Northern pygmy owl, blue grouse, pileated woodpecker, Clark's nutcracker, red-naped sapsucker, red-breasted nuthatch, red cross-bill, American kestrel, Canada goose, ruffed grouse, Golden eagle, red-tailed hawk, turkey vulture, short-eared owl, sharp-tailed grouse, long-billed curlew, sandhill crane, black-billed magpie, mountain bluebird, and sensitive species such as burrowing owl, prairie falcon, flammulated owl, common poorwill, Lewis' woodpecker, and Williamson's sapsucker.

4.6.3 Herptiles

The study area has the potential to support herptile species including but not limited to Northern rubber boa and Western yellow-bellied racer, and sensitive species such as the Great Basin spadefoot, Western rattlesnake, and Great Basin gopher snake. The field reconnaissance revealed no evidence of reptiles or amphibians, although suitable habitat for snakes, spadefoots and skinks was observed within the study area (i.e., grassland habitats).

4.6.4 Invertebrates

Invertebrates make up the greatest part of British Columbia's biodiversity, however very little is known about the invertebrates in British Columbia. The field reconnaissance revealed suitable habitat for various invertebrate species.

4.6.5 *Species at Risk*

A rare occurrence search of the BC Ministry of Environment's Conservation Data Centre (CDC) revealed one (1) sensitive species occurrence record and no sensitive ecological community records within the study area. The sensitive species occurrence record revealed is for American badger (BC Red-listed; SARA Schedule 1 - Endangered), which overlaps the study area. The badger polygon spans from the U.S. border to the north end of Okanagan Lake. The record indicated that the most recent sighting was in 2012, however badgers have very large home ranges (15-50 km²) and could traverse through the study area. There are three sensitive ecological community occurrence records within a 500 m radius of the project area. These records are for black cottonwood - Douglas fir / Douglas maple - common snowberry (BC Red-listed), trembling aspen / common snowberry / Kentucky bluegrass (BC Red-listed), and Baltic rush - common silverweed (BC Red-listed). The search also revealed one (1) masked sensitive species occurrence record that overlaps the northwest limit of the study area.

A search for federally listed critical habitat polygons revealed a "final" critical habitat "grid square" for the Great Basin gopher snake (BC Blue-listed; SARA Schedule 1 - Threatened) that overlaps the study area. Critical habitat occurs within the standardized UTM grids where the criteria described in the Recovery Strategy are met. Gopher Snakes inhabit grasslands, shrub-steppe, deciduous and coniferous woodlands, and other open habitats below 1,700 m elevation. Rock outcroppings, talus slopes, and rodent burrows provide important habitat for overwintering sites (hibernacula). Shrub-steppe and riparian areas are used for foraging. Sandy, south-facing slopes are important for egg laying. Each of these habitat components must be available in close proximity to support the species.

A search of the BC Species and Ecosystems Explorer: Species and Ecosystems Search website was conducted for sensitive species that have potential to inhabit grassland ecosystems that are characteristic of the study area. The search results revealed a total of fifty-nine (59) BC Red-listed, BC Blue-listed and/or species listed on SARA Schedule 1. Of the species identified, thirty-one (31) sensitive species are listed as Schedule 1 Species under the Species at Risk Act. **Table 4.1** lists only the species that have been confirmed within the study area or have potential to be present within the study area based on the desktop research and field reconnaissance performed. These species, their rankings and preferred habitat types are provided in the table. The complete results from BC Species and Ecosystems Explorer and CDC searches are included in **Appendix E**.

Table 4.1: Sensitive Species with Potential to Inhabit Ecosystems Characteristic of the Study Area

Common Name	Scientific Name	BC List	SARA Schedule 1	Class	Range and Habitat Preferences	Likelihood of Presence in Study Area	Rationale on Likelihood Determination
American Badger	<i>Taxidea taxus jeffersonii</i>	Red	Endangered	Mammals	Badgers inhabit the dry southern interior region of British Columbia. They prefer open areas in grasslands/fields or open-canopied forests and utilized underground burrows when inactive and as maternal dens. They require friable soil for burrowing and adequate amounts of prey.	Low	The study area may contain suitable habitat for denning (friable soils) and may act as a wildlife corridor.
Barn Swallow	<i>Hirundo rustica</i>	Blue	Threatened	Birds	Barn swallows prefer open habitats to partly open habitats for foraging such as grassy fields, pastures, agricultural crops, and frequently near water to access mud for nest building. They nest in anthropogenic structures such as outbuildings, bridges, rafters, road culverts and rooves or in natural structures like caves or cliff crevices. They frequently reuse old nests returning to the same nesting areas in successive years with their young often returning within 30 km or closer to their natal site.	Moderate	There are recent records for sightings in the vicinity of the study area and sightings recorded over several years in Kelowna recorded on eBird. The study area habitat may be suitable for nesting and foraging.
California Bighorn Sheep	<i>Ovis canadensis</i>	Blue	N/A	Mammals	The bighorn sheep range between mountains and river breaks from southwestern Canada (southern British Columbia and southwestern Alberta) south through the Rocky Mountains, Sierra Nevada, and desert mountains of the southwestern United States to Baja California and the northwestern mainland of Mexico. Distribution is naturally fragmented in many areas due to discontinuity of habitat. Bighorn sheep occur in mesic to xeric, alpine to desert grasslands or shrub-steppe in mountains, foothills, or river canyons, in primarily fire-maintained ecosystems. In addition, suitable escape terrain (cliffs, talus slopes, etc.) is an important feature of their habitat.	Low	A bighorn sheep herd is known to occupy the Highway 33 area. The study area may provide a wildlife corridor and suitable foraging habitat.
Common Nighthawk	<i>Chordeiles minor</i>	Yellow	Threatened	Birds	The common nighthawk's nesting range covers the majority of North America occupying a variety of wide range-open vegetation-free habitats such as dunes, beaches, recently harvested forests, burnt areas, rocky outcrops, rocky barrens, grasslands, pastures, peat bogs, marshes, lakeshores, and riverbanks as well as mixed and coniferous forests. They will also occupy more urban areas and have been known to nest on flat gravel rooves. They prefer sandy soil for ground nesting.	Low	There are records for recent sightings and sightings over several years in Kelowna on eBird, including a record in the vicinity of the study area in 2013. The study area may be suitable for foraging.
Great Basin Gopher Snake	<i>Pituophis catenifer deserticola</i>	Blue	Threatened	Herptiles	The Great Basin gopher snake ranges from southern British Columbia through Washington, Oregon, California, Arizona, Colorado, Nevada, Idaho, Utah to Wyoming. They forage in open habitats such as grasslands, dry open forests, edges of cultivated fields, shrubby areas, talus, wetlands, and riparian areas. They will shelter in burrows, base of shrubs, under various cover objects and the females will lay their eggs in burrows on warm grassy slopes or in fine talus. They hibernate in dens in bedrock crevices, in deep burrows, or in interstitial spaces between rocks in talus slopes.	Moderate	There is suitable habitat for foraging, sunning and cover within the study area.
Great Basin Spadefoot	<i>Spea intermontana</i>	Blue	Threatened	Herptiles	The Great Basin spadefoot is restricted to the arid and semi-arid zones of south-central British Columbia. Spadefoots occupy open woodland and grassland habitats when foraging, hibernating and aestivation and additionally requires aquatic habitats (i.e., temporary or permanent water including rain pools, pools in intermittent streams, and flooded areas along streams) for breeding. The terrestrial and aquatic habitats must be suitably connected to allow for seasonal movements.	Moderate	They have been recorded near Highway 97 in 2020 on iNaturalist. The grassland habitat may be suitable for foraging.
Horned Lark	<i>Eremophila alpestris merrilli</i>	Blue	N/A	Birds	The horned lark <i>merrilli</i> subspecies is found in the southern interior plateaus of British Columbia. Their habitat preference is for open grassy areas, such as cultivated fields, hedgerow, pasture/old field, grassland, meadows, and in urban/suburban areas.	Moderate	There are records from 2018 at Black Mountain – Pyman Road near the study area and a record from this year in the City of Kelowna on eBird. The study area contains suitable foraging and nesting habitat.

Common Name	Scientific Name	BC List	SARA Schedule 1	Class	Range and Habitat Preferences	Likelihood of Presence in Study Area	Rationale on Likelihood Determination
Lark Sparrow	<i>Chondestes grammacus</i>	Blue	N/A	Birds	The lark sparrow's breeding population is throughout extreme southern British Columbia. Their habitat preference during breeding is for open areas with scattered shrubs and trees which includes mixed-grass with shrubs, parkland, sandhills, barrens, old fields, cultivated fields, shrub thickets, shrub-steppe, woodland edges, shelter beds, orchards, parks, riparian areas, brushy pastures, overgrazed pastures and savanna habitats.	Moderate	There are many records over many years in the City of Kelowna and a record from 2003 on McCulloch Road near the study area. The study area contains suitable foraging and nesting habitat.
Lewis's Woodpecker	<i>Melanerpes lewis</i>	Blue	Threatened	Birds	Lewis's woodpeckers only occur in Western North America and in British Columbia. Their range is only within the valleys of the southern interior. The Recovery Strategy (Environment and Climate Change Canada, 2017) for the Lewis's woodpecker describes their critical habitat as three (3) main forest types: dry open ponderosa pine or Douglas-fir forests, and open grasslands, with fire-maintained features, low stem densities, veteran ponderosa pines or Douglas-firs, abundant wildlife trees, and rich herb and shrub layers; mature to old riparian cottonwood stands typically adjacent to grassland, agricultural field, shrub-steppe, or open woodland habitats; or, recently burned (<30 years) ponderosa pine and Douglas-fir dominated forests withstanding snags resulting from stand-destroying fires. The presence of large trees in a state of partial to advanced decay for nesting and relatively open areas for foraging appears to be essential for Lewis's woodpecker. Lewis's woodpecker uses existing nest holes or natural cavities but will excavate its own cavities in highly decayed wood.	Low	The BC CDC revealed an occurrence record and a "final" critical habitat polygon approximately 1 km west of the study area. Additionally, there are recent sightings and sightings over several years in the vicinity of the study area on eBird. The study area contains suitable habitat for foraging.
Northern Rubber Boa	<i>Charina bottae</i>	Yellow	Special Concern	Herptiles	The Northern rubber boa ranges from southern British Columbia south towards west-central California, central Nevada, and southern Utah from the Pacific coast east to north-central Wyoming and western Montana. Their habitat preference is for woodlands, forest clearings, patchy chaparral, rock outcrops, meadows and shrubby treeless areas in dry lowlands. They generally stay close to water so are also found in riparian areas in arid canyons. They will utilize rotting logs and stumps, underneath rocks and rock crevices, and under the bark of dead trees.	Low	There are numerous records over several years in Kelowna on iNaturalist. There is suitable foraging and sunning habitat within the study area.
Preble's Shrew	<i>Sorex preblei</i>	Red	N/A	Mammals	The Preble's shrew range is within western North America, from the Columbia Plateau to the Northern Great Plains and southward to at least New Mexico. Their habitat preference is for arid and semi-arid shrub-grass habitats in montane coniferous forests dominated by sagebrush, willow-fringed creeks, marshes, bunchgrass, sagebrush-aspen, sagebrush-grass and alkaline shrubland habitats.	Low	There is suitable burrowing, breeding, foraging and hibernating habitat within the study area.
Short-eared Owl	<i>Asio flammeus</i>	Blue	Special Concern	Birds	Short-eared owls breed on multiple continents and islands, but in North America they are found breeding sporadically in arctic areas, coastal marshes and interior grasslands where small rodents are abundant. Their habitat preferences are based off of open spaces and abundance of food in both the summer and winter. They are found in agricultural fields, arctic tundra, grasslands, peat bogs, marshes, sand-sage concentration and old pastures. Their preferred nesting sites are in dense grasslands or arctic tundra with small willows.	Moderate	There are sightings over many years with the most recent being in 2018 at Black Mountain-Pyman Road on eBird, near the study area. There is suitable foraging, roosting and nesting habitat in the study area.
Swainson's Hawk	<i>Buteo swainsoni</i>	Red	N/A	Birds	The swainson's hawk breeding range is from east-central Alaska through central Alberta and Saskatchewan and southern Manitoba and south through the western states to California. Their habitat preference is for savanna, open pine-oak woodlands and cultivated lands. They nest in solitary trees, shrub or small grove. They have been found nesting in abandoned black-billed magpie nests, rock ledges, and in shelterbelts or other similarly human created habitat.	Moderate	There are multiple sightings from 2020 just west of the study area on Highway 33 in 2020 on eBird. There is suitable foraging and nesting habitat within the study area.

Common Name	Scientific Name	BC List	SARA Schedule 1	Class	Range and Habitat Preferences	Likelihood of Presence in Study Area	Rationale on Likelihood Determination
Townsend's Big-eared Bat	<i>Corynorhinus townsendii</i>	Blue	N/A	Mammals	The Townsend's big-eared bat range in western North America is from southern British Columbia to Mexico, west to the Pacific coast and eastward to South Dakota and Texas. They occupy a variety of habitats including dry grasslands and coniferous and deciduous forests. They forage for insects in riparian areas, wetlands, forest edges and open woodland. They will roost (maternity and night roosts) in caves, old mines, and buildings.	Low	There is suitable foraging habitat within the study area.
Western Harvest Mouse	<i>Reithrodontomys megalotis</i>	Blue	Special Concern	Mammals	The Western harvest mouse ranges from the Okanagan and Similkameen valleys and southern Alberta south to Mexico. Their habitat preference is for thick herbaceous cover of tall grasses or shrubs. In British Columbia, they are restricted to very hot dry valley bottoms including dry gullies with dense shrub cover bordering grasslands, old fields, apple orchards, ponderosa pine forests, grassy areas bordering cultivated fields, and cultivated fields with sufficient brush cover.	Moderate	There is suitable foraging and burrowing habitat within the study area.
Western Rattlesnake	<i>Crotalus oreganus</i>	Blue	Threatened	Herptiles	The Western rattlesnake ranges from south-central British Columbia south to California and east to Idaho, eastern Utah and Arizona. The snakes overwinter in communal dens including steep slopes on rock outcrops, along talus slopes, or in earth-covered outcrops. In the summer months they occupy grasslands with suitable areas for sun-basking, retreat sites and prey abundance. They utilize riparian areas to escape the heat, as well as under rocks and fallen trees, under boards, concrete structures and other anthropogenic structures.	Moderate	There is suitable foraging, sunning and shelter habitat within the study area.
Western Skink	<i>Plestiodon skiltonianus</i>	Blue	Special Concern	Herptiles	The Western skink ranges from extreme southern BC through the western US as far south as Baja California in Mexico. They have a wide variety of habitats they occupy including woodlands, grasslands, forested areas, dry hillsides including roadsides, and riverbanks. They prefer habitats with numerous places to hide such as rocks, decaying logs, leaf litter, and vegetation. They hibernate in burrows below the frost line in the same area as their summer range.	Moderate	They have been documented in the North Mission area in 2020 and there is suitable burrowing and foraging habitat in the study area.
Western Yellow-bellied Racer	<i>Coluber constrictor mormon</i>	Blue	Special Concern	Herptiles	The Western yellow-bellied racer ranges from southern British Columbia, Saskatchewan, and Ontario through the US as far south as Belize. They prefer desert, prairie, sandhill, shrubland, woodland, forest, canyon, streamside and semi-agricultural habitats. They are known to climb shrubs and small trees and when inactive will hide underground in crevices or under surface cover. The females will lay eggs in underground tunnels or burrows, rotting stumps, sawdust piles or under rocks. They overwinter in communal rock dens or individually in rodent burrows or other similar refuges.	Moderate	There are several records over several years just north of Highway 33 and the study area on iNaturalist, with the most recent record in 2020. There is suitable foraging, sunning and shelter habitat within the study area.

Habitat Information was compiled from multiple sources: BC CDC Species Summaries retrieved from BC CDC Ecosystems Explorer (BC CDC, 2020); SARA Public Registry Species Profiles; SARA Species Recovery Strategies; COSEWIC assessment and status reports; Habitat Atlas for Wildlife at Risk.

4.7 Vegetation and Ecological Communities

The study area is situated within the Okanagan variant of the Very Hot Dry (xh) subzone, of the Interior Douglas-fir (IDF) biogeoclimatic zone. Climax vegetation of very dry sites in the IDFxh subzone consists of open-canopy Interior Douglas-fir and ponderosa pine forests. The project area is mainly comprised of disturbed grassland, bordering cultivated fields and coniferous woodlands comprised of young to mature stands of ponderosa pine with some Douglas-fir. General habitat types were determined utilizing Terrestrial Ecosystem Mapping (TEM) and Sensitive Ecosystem Inventory (SEI) mapping. There are several versions and updates that have been made to the ecosystem mapping for the Central and South Okanagan. There are seven SEI classes that are considered “sensitive ecosystems” and three “other important ecosystems”. **Table 4.2** lists the ecosystems and SEI classes mapped within the project area. A list of vegetation species identified during the field reconnaissance is included in **Appendix C**.

4.7.1 Grassland

Although the grassland habitat is disturbed within the study area, grasslands are recognized as one of the province’s most threatened ecosystems. Grasslands support a unique assemblage of species, including a high proportion of rare and at-risk species such as the Great Basin spadefoot, gopher snake, Western rattlesnake, Lewis’s woodpecker, American badger and many more. Grasslands are very sensitive to disturbance and recovery can take decades (Iverson et al., 2008). The study area lies within the following grassland ecosystem units:

- **Kentucky bluegrass – Stiff needlegrass** - This ecosystem commonly occurs in moisture-collecting swales and depressions in grasslands and grassland openings. These sites are generally quite small and are dominated by grasses with scattered forbs. Disturbed sites are dominated by Kentucky bluegrass.
- **Idaho fescue – Bluebunch wheatgrass - Knapweed - Cheatgrass seral association** – The Idaho fescue – Bluebunch wheatgrass ecosystem occurs on gentle warm aspects, levels sites, and cool aspects. There is little or no bluebunch wheatgrass remaining within sites of the Knapweed - Cheatgrass seral association. Non-native plants including knapweed, cheatgrass and sulphur cinquefoil dominate these sites.
- **Bluebunch wheatgrass – Balsamroot** - This grassland ecosystem commonly occurs on moderately steep to steep warm slopes. Bluebunch wheatgrass and balsamroot dominate these sites. Bunchgrasses are more widely spaced than on gentler slopes. Many of these sites have been disturbed by grazing and have been invaded by noxious weeds.

The study area is mainly comprised of invasive herbaceous plant species that are not representative of the native grassland ecosystems within the Okanagan variant of the IDFxh subzone. Invasive herb and grass species identified during the field reconnaissance include crested wheatgrass, Kentucky bluegrass, knapweed, cheatgrass, and mullein.

4.7.2 Coniferous Woodland

The Douglas-fir / Ponderosa pine – Bluebunch wheatgrass - Pinegrass ecosystem unit overlaps a small portion of the study area. Coniferous forests provide habitat to both forest and grassland species. The coniferous forest ecosystems of British Columbia have been impacted as a result of fragmentation from logging, forest ingrowth and weed invasion (Iverson et al., 2008). Two mature ponderosa pine trees and several young invasive Siberian elm trees were recorded within the study area. The coniferous woodlands outside of the east boundary of the study area are comprised of young to mature stands of ponderosa pine with some Douglas-fir.

4.7.3 Cultivated Field

The southern most portion of the study area overlies a cultivated field ecosystem unit. This unit is described as containing agricultural fields with tilled soils and planted crops or ground cover. Ground-truthing during the field reconnaissance did not identify evidence of any recent cultivation within the study area. Considering the strong to extreme slopes, gravelly and sandy soil texture, presence of cobbles and boulders, and disturbed (anthropogenic) nature of the project area, agricultural capability is anticipated to be low (unsuitable) for most agricultural crops without significant site improvements.

Table 4.2: SEI Classes and Ecosystem Units Mapped within the Study Area, and their Sensitive Ecosystem Rankings

TEM Polygon No. (Project 082E084)	% of Polygon	SEI Class	Ecosystems	Structural Stage	Sensitive Ecosystem Ranking	Area within Study Area (m ²)	% of Study Area
85	70	Grassland, disturbed (GR:dg)	Kentucky bluegrass – Stiff needlegrass (BN)	2 (Herb)	Medium	3,047	53.7
	30	Grassland, disturbed (GR:dg)	Idaho fescue – Bluebunch wheatgrass - Knapweed - Cheatgrass seral association (FW:kc)	2 (Herb)			
49	70	Grassland (GR)	Bluebunch wheatgrass – Balsamroot (WB)	2 (Herb)	High	1,695	29.9
	30	Woodland, coniferous (WD:co)	Douglas-fir / Ponderosa pine – Bluebunch wheatgrass (DW)	5 (Young Forest)			
51	100	Cultivated Field (CF)	Cultivated Field – Agricultural fields with tilled soils and planted crops or ground cover (CF)	2 (Herb)	Medium	928	16.4
TOTAL						5,670	100

Ecological communities listed in blue are Blue-listed ecosystems.

4.7.4 *Environmentally Sensitive Areas Evaluation*

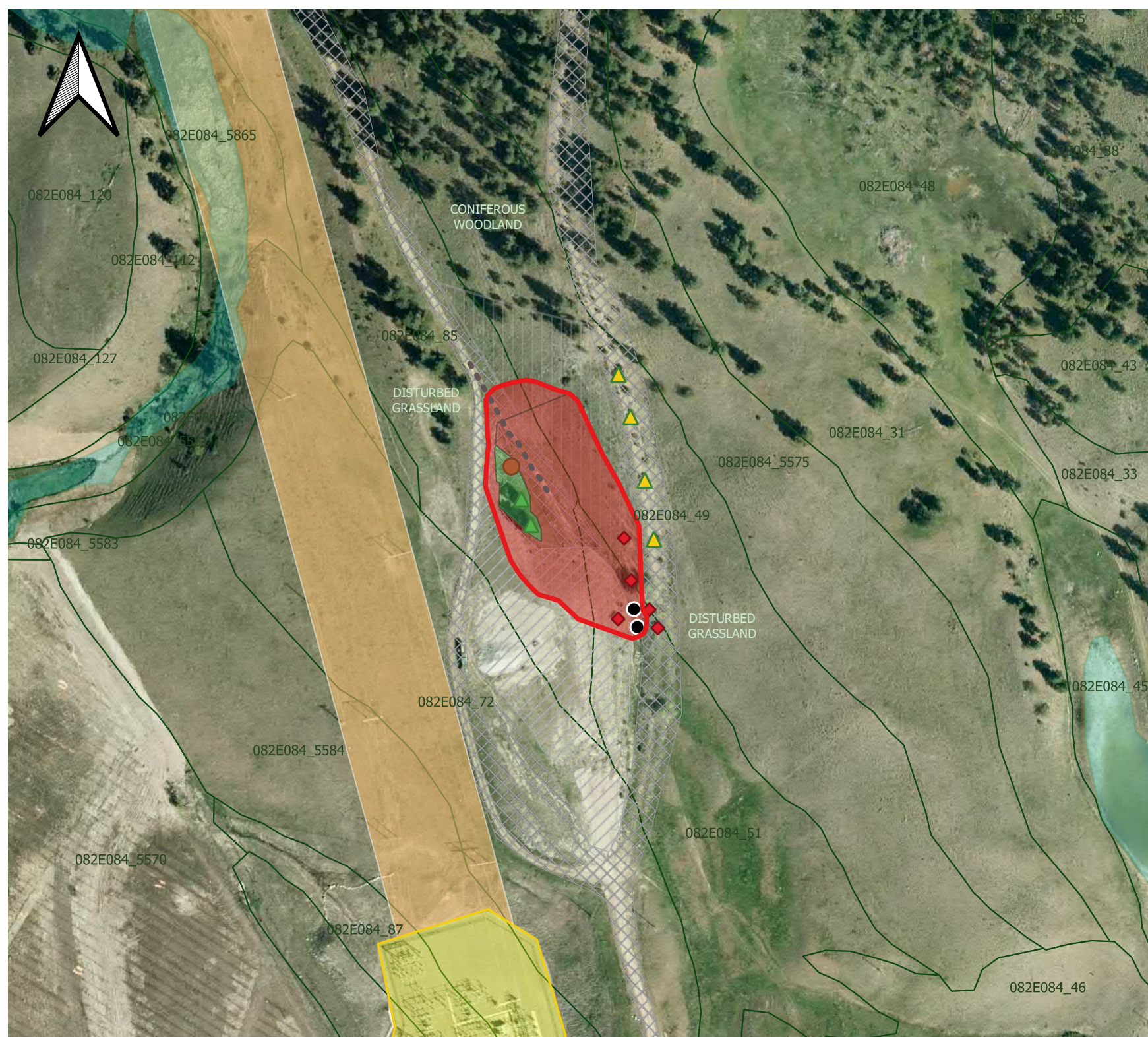
The four-class rating system adopted by the Regional District of Central Okanagan was applied to evaluate the Environmentally Sensitive Areas (ESAs) within the study area. ESAs are essential to the maintenance of productive and diverse ecological communities. This rating system was used to categorize the study area on a multitude of factors including ecosystem rarity and sensitivity, wildlife habitat suitability, the potential for sensitive species and ecosystems to occur, functional condition (i.e., ecological connectivity, level of disturbance, seral stage, structural stage etc.) and fragility. Categorizing the study area into respective ESA ratings was undertaken by analysing the data collected from the desktop research and field reconnaissance, and professional opinion of the functional environmental requisites of the respective wildlife and ecosystems that occupy the study area (RDCO, 2019). The four-class rating system defined by the RDCO (2019) is as follows:

1. **ESA-1 – Very Significant:** Areas with significant flora and fauna populations that represent a diverse range of sensitive habitats and species and significantly contribute to the overall connectivity of the habitat and ecosystems. Avoidance and conservation are the primary mitigation measures for ESA-1. Development can only occur in these areas if it is proved impossible or impractical to maintain the same level of ecosystem function. If this is proved, compensation will still be required to ensure no net loss to the habitat has occurred.
2. **ESA-2 – Moderate Significance:** Areas that contribute towards the overall diversity and contiguous nature of the surrounding natural features. If development is pursued, portions of the habitat should be retained and integrated to maintain the contiguous nature of the landscape. Some loss in these ESAs can be offset by habitat enhancements to the remaining natural areas found on the property.
3. **ESA-3 – Low Significance:** Areas that contribute to the overall diversity of the landscape, however due to the condition and adjacency of each habitat, the significant function within the landscape is limited. If development is pursued in these areas the impacts should be offset by habitat enhancements in other more sensitive natural areas found on the property.
4. **ESA-4 – Little or No Significance:** Areas that contribute little or no value to the overall diversity, flora or fauna, soils, terrain, and wildlife characteristics of the area. Development in these areas is encouraged before considering development in higher rated ESAs. These areas should not be considered for restoration, enhancements or as recruitment as a higher value ESA in offsetting development in other areas.

The ESAs within the study area are summarized in **Table 4.3** and shown on **Figure 4.1**.

Table 4.3: Summary of Ecosystems and ESA Ratings within the Study Area

Habitat Type	SEI Class	Ecosystems and Distribution within the Study Area	Other Considerations	ESA Rating	Study Area (m ²)	Study Area %
Grassland (Disturbed)	Grasslands disturbed (GR:dg)	Within the study area, there are two TEM polygons that Iverson et al. (2008) identified as containing Kentucky bluegrass – stiff needlegrass, Idaho fescue – bluebunch wheatgrass, and bluebunch wheatgrass – balsamroot ecosystems. Based on the results of the field reconnaissance, the study area is mainly comprised of invasive herbaceous plant species that are not representative of the native grassland ecosystems within the Okanagan variant of the IDFxh subzone.	Although the grassland habitat was disturbed within the study area, grasslands are recognized as one of the Province’s most threatened ecosystems. Grasslands support a unique assemblage of species, including a high proportion of rare and at-risk species. Grasslands are very sensitive to disturbance and recovery can take decades (Iverson et al., 2008).	ESA-3	5,250	92.6
Coniferous Woodland (Disturbed)	Woodland, coniferous (WD:co)	Within the study area, there is one TEM polygon that Iverson et al. (2008) identified as partially containing Douglas-fir / ponderosa pine – bluebunch wheatgrass (DW) ecosystems. The field reconnaissance confirmed that the study area lacks woodland ecosystems due to past disturbances. There were two mature ponderosa pine observed within the west boundary of the study area. Young ponderosa pine were also observed along the trail located to the east of the study area.	Most coniferous woodlands in the Okanagan consist of open canopies. Coniferous forests provide habitat to both forest and grassland species. Some species rely on the unique transition between forest and grassland ecosystems. Forests with a greater structural stage are of a higher conservation value than younger structural stage forests on average. The study area contains two mature conifers and a small amount of large woody debris. These features were given an ESA rating of 2 as they contribute towards the overall diversity and contiguous nature of the surrounding natural features.	ESA-2	420	7.4
TOTAL					5,670	100



LEGEND


- Fill Placement Area
- Large Woody Debris
- Ponderosa Pine (Pole/Sapling)
- Ponderosa Pine (Mature)
- Tree - Invasive
- Boulder Pile
- Trail - Access Road
- ESA 3 - Low Significance
- ESA 2 - Moderate Significance
- Wetland - Drainage
- FortisBC Substation
- High Voltage Overhead Power Line
- Disturbed - Fill Area
- Disturbed - Trail - Road
- Disturbed - Steep Slopes
- SEI Polygon

0 50 100 m

Figure 4.1 - Site Features and Environmental Sensitivity

PROJECT - Water Treatment - Dried Sludge Fill Placement

CLIENT - Black Mountain Irrigation District

 <p>NORTHLAND ENVIRONMENTAL</p>	<p>Coordinate System WGS 84 / Pseudo-Mercator EPSG 3857 Scale 1:3500 2021-04-30</p>
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Map Prepared by Northland Environmental Ltd. using QGIS (2021).

QGIS Development Team. 2021. QGIS Geographic Information System. Open Source Geospatial Foundation Project. <http://qgis.osgeo.org/>
Projection: ESRI Satellite.

4.8 Cultural Resources and Archaeology

A search of the BC Ministry of Agriculture and Lands Integrated Land and Resource Registry was conducted on May 3rd, 2021. The results of the ILRR search revealed no sensitive archaeological records within the study area. The following criteria may indicate the presence of an archaeological site:

- Artifacts (stone tools, worked shell, bone, antler);
- Buried hearths, commonly expressed as dark lenses in the soil;
- Concentrations of animal bones (possibly burned);
- Remains of structural features; and/or
- Human bone.

Heritage resources are protected under the BC Heritage Conservation Act. If archaeological materials are encountered during construction, activities must be halted, and the Archaeology Branch contacted at 250-953-3334 for direction. A copy of the cultural resources and archaeology search results is contained in **Appendix F**.

4.9 Contaminated Sites

A search of the BC Ministry of Agriculture and Lands Integrated Land and Resource Registry was conducted for contaminated sites on May 3rd, 2021. The results of the search revealed no contaminated sites records within the study area. A copy of the contaminated sites search results is contained in **Appendix G**.

5.0 ENVIRONMENTAL / AGRICULTURAL ASSESSMENT

5.1 Valued Ecosystem and Agricultural Components

Based on the review of the background information and baseline site conditions, the following valued ecosystem and agricultural components have the potential to be impacted by the proposed placement of sludge fill on the BMID's property at 2458 Joe Riche Road:

- Terrain and soils;
- Surface water;
- Groundwater;
- Vegetation; and,
- Wildlife and Wildlife Habitat

In addition, based on the project scope, the following social components have the potential to be impacted by the project:

- Cultural resources and archaeology;
- Air quality; and,
- Health and safety.

5.2 Environmental and Agricultural Effects and Mitigation Measures

This section describes the potential environmental and agricultural effects of the project on the valued components. The majority of the study area (approximately 92.6%) is classified as ESA-3 (low environmental sensitivity) and the agricultural capability of the fill placement area is low for most crops without significant site improvements. The potential environmental and agricultural effects of the project and recommended mitigation measures are provided in **Table 5.1**. The project impacts can be avoided or reduced through the implementation of the specified mitigation measures and best management practices.

Table 5.1: Environmental / Agricultural Effects and Mitigation Measures

Valued Ecosystem and Agricultural Components	Project Activities	Environmental and Agricultural Effects	Potential for Impact (low, medium, high)	Mitigation Measures
Terrain and Soils (Lands, Geology)	Excavation, land clearing, grubbing, topsoil stripping, site grading, hauling, and fill placement.	Soil compaction from heavy machinery.	High	<ul style="list-style-type: none"> Survey and mark the fill placement limits to avoid disturbance outside of the project area. Restrict the operation of heavy equipment to the project footprint to minimize the impact on surrounding land.
		Impacts to Class 5 and Class 6 agricultural lands.	Low	<ul style="list-style-type: none"> Strip and stockpile topsoil and organics for redistribution and reclamation of disturbed areas during and after fill placement. Implement a phased approach to fill placement to limit duration and extent of disturbance at all times. Utilize the existing access road to avoid disturbance to adjoining agricultural lands. Conduct sampling and analysis of the fill annually to ensure compliance with the Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health and the BC Hazardous Waste Regulation. Implement a weed management plan. Manage weeds and invasive vegetation in compliance with Invasive Species Management in B.C. Seed all disturbed areas, including the active fill placement area, with a native seed and/or suitable agronomic seed mix during the spring (April-May) and fall (September-October). Limit access to the site using a secured gate and ensure there is no indiscriminate dumping of fill or other materials on site.
		Soil contamination from leaking machinery and/or fuel spills.	Medium	<ul style="list-style-type: none"> Ensure all equipment is clean, leak free and in good operating condition prior to mobilization to the site. Have a spill response and contingency plan and materials in place prior to project initiation. Store all necessary spill abatement and clean-up equipment on-site at a convenient location. Promptly replace any used spill abatement and clean-up materials and maintain a sufficient inventory of materials. Report any spill of a toxic or hazardous material verbally to the Environmental Monitor, and (as required) to the Provincial Environmental Emergencies Program 24-hour telephone line: 1-800-663-3456. Avoid storing fuel on site at all times. Store contaminated absorbents in properly marked, sealed containers and dispose of all contaminated materials through an approved agent or facility.
		Erosion and sediment transport from soil disturbance.	Medium	<ul style="list-style-type: none"> Avoid altering natural drainage patterns and remediate any erosion-prone areas as required. Direct runoff away from disturbed, erosion-susceptible areas. Delay soil disturbance during high precipitation events. Avoid rutting by keeping machinery away from soft or wet ground and using brush matting where required. Implement erosion controls such as silt fence, straw logs and covering materials and ensure that controls are maintained throughout the fill placement project and afterwards until vegetation re-establishes. Inspect erosion and sediment control measures regularly; undertake necessary repairs immediately after damage has been discovered. Stabilize all disturbed areas with native plant materials as soon as the weather permits following completion of the works.
Surface Water	Excavation, land clearing, grubbing, topsoil stripping, site grading, hauling, and fill placement.	Impacts on natural drainage patterns	Low	<ul style="list-style-type: none"> The finished grade of the fill must complement adjoining landforms and provide for a smooth transition between the land contours and drainage patterns in the area. Place fill in a manner that improves the agricultural capability of the land and avoids disturbance to adjoining agricultural areas.
		Contamination resulting from spills, leaks or releases by heavy machinery and construction equipment.		<ul style="list-style-type: none"> Restrict the operation of heavy machinery to designated areas away from surface water. Have a spill response and contingency plan in place prior to project initiation. Keep project area clean and orderly at all times; ensure no indiscriminate dumping of waste and litter. Dispose of waste only at approved offsite facilities. Direct runoff away from disturbed, erosion-susceptible areas (Refer to measures specified above for further details). Delay stripping, hauling and placing activities during high precipitation events.
Ground Water	Excavation, land clearing, grubbing, topsoil stripping, site grading, hauling, and fill placement.	Groundwater contamination from leaking equipment, fuel/oil spill.	Medium	<ul style="list-style-type: none"> Designate an area for fueling and ensure all equipment is clean, leak free and in good operating condition prior to mobilizing to the site. Have a spill response and contingency plan and clean-up materials in place prior to project initiation.

Valued Ecosystem and Agricultural Components	Project Activities	Environmental and Agricultural Effects	Potential for Impact (low, medium, high)	Mitigation Measures
Vegetation	Excavation, land clearing, grubbing, topsoil stripping, site grading, hauling, and fill placement.	Disturbance of vegetation in study area and impacts to nearby cultivated fields and rangelands.	High	<ul style="list-style-type: none"> Physically mark clearing, grubbing and stripping boundaries on the site and limit vegetation disturbance/removal within that marked boundary. Avoid removal of the two mature ponderosa pine located within the west limits of the fill placement project area. Grade site to minimize impacts to native vegetation and adjoining agricultural lands. Restrict the operation of machinery to designated areas to minimize the impact on outlying vegetation. Where possible, retain large trees and snags, logs, rock crevices and dense shrubby thickets. Ensure equipment and materials are free of invasive plant materials. Minimize project footprint and avoid disturbance of the riparian area of Mission Creek. Undertake habitat restoration and offsetting for the loss of all vegetation (i.e., loss of vegetation from clearing the project area) to ensure no net loss of productive habitat capacity. A habitat offsetting plan shall be prepared by a qualified professional based on the vegetation removals and habitat values present within the project area. Seed all disturbed areas, including the active fill placement area, with a native seed and/or suitable agronomic seed mix during the spring (April-May) and fall (September-October). The seeding shall comply with the Canada Seed Act and BC Weed Control Act. The application rates shall comply with industry standards and best practices.
		Potential introduction of invasive and non-native vegetation to the study area.		
Wildlife and Wildlife Habitat	Excavation, land clearing, grubbing, topsoil stripping, site grading, hauling, and fill placement.	Permanent loss of wildlife habitat, including habitat for ungulates, small mammals, birds and herptiles in coniferous forest.	Low	<ul style="list-style-type: none"> Minimize the project footprint and avoid disturbance to adjoining habitats. Re-seed disturbed areas with native species to deter noxious weed invasion and to capture overland flow during rain events or snowmelt. During operation of the sludge drying ponds, all disturbed areas including the sludge material must be continually seeded with a native seed and/or suitable agronomic seed mix suitable for upland habitats within the Okanagan. All weeds and invasive vegetation must be removed regularly to avoid impacts on adjoining habitats. Undertake habitat restoration and offsetting for the loss of all habitat to ensure no net loss of productive habitat capacity. A habitat offsetting plan shall be prepared by a qualified professional based on the vegetation removals and habitat values present within the project area and in accordance with the habitat offsetting and restoration specified in this report (at a minimum).
		Impacts to species at risk populations and/or critical habitat.	Medium	
		Temporary disruption of wildlife behaviour from noise and air quality effects and increased human contact.		
Cultural Resources and Archaeology	Excavation, land clearing.	Disturbance/destruction of archaeological sites.	Low	<ul style="list-style-type: none"> If archaeological materials are discovered during construction, work must cease immediately and the contractor must contact the designated monitor who will in turn contact the Ministry of Tourism, Culture and the Arts, Archaeology Branch for further guidance.
Air Quality	Heavy equipment operating on site.	Dust and exhaust fumes may impact local air quality and vegetation.	Low	<ul style="list-style-type: none"> Spray stockpiled earthen materials and exposed soils with water as necessary to reduce airborne dust. When necessary in prevailing wind conditions, place wind fencing upwind of stockpiled materials that have the potential to create dust. Avoid unnecessary idling of machinery.
Health and Safety	Heavy equipment operating on site.	Personal health and safety of construction workers.	Low	<ul style="list-style-type: none"> Adhere to WorkSafe BC standards. Ensure appropriate safety information and warning signage is displayed in visually prominent areas during construction activities.

5.3 Environmental Effects Due to Incidents and Malfunctions

Precautions are required in the case of an incident or malfunction and best management practices should always be followed during the project. Safety measures must be in place to avoid leaks and spills associated with the operation of heavy machinery. A spill response and contingency plan must be developed and implemented prior to site mobilization. The purpose of the plan is to ensure that appropriate procedures are in place to respond and deal with spills of hazardous materials. The contractor (operator) must provide, in accordance with applicable federal, provincial or local requirements, suitable equipment and facilities and take all necessary precautions to prevent the discharge of contaminants which may pollute or degrade the natural environment.

All necessary spill abatement and clean-up equipment shall be stored on site at a convenient location where it is ready for use at all times. Any used spill abatement and clean-up materials must be promptly replaced, and a sufficient inventory of materials must be maintained throughout the project.

The operator's staff and all subcontractors must immediately report any spill of a toxic or hazardous material verbally to the Site Superintendent, Environmental Monitor, and (as required) to the Provincial Environmental Emergencies Program 24-hour telephone line: 1-800-663-3456.

All construction and operation personnel shall be familiar with the following spill response procedure.

Step 1

- Identify product and extent of contamination;
- Identify any safety concerns; and
- Notify Project Superintendent.

Step 2

- Eliminate the source of the spill;
- Contain the spill and mark the extent of the spill;
- Pick up spill using pads, booms, pillows or granular absorbent;
- For spills to water, isolate the contamination, if possible;
- Dispose of contaminated materials and spill cleaning equipment at suitable approved locations; and,
- Report the spill to the above noted personnel and fill out an incident report sheet for any incident that occurs.

5.4 Residual Effects

Residual effects are those effects that remain after the mitigation measures have been applied. Residual effects are anticipated to be low and localized, as the majority of the project is within disturbed grasslands with steep gradients and limited agricultural capability. Site restoration will be undertaken in general conformance with best practices as directed by a qualified professional, to improve agricultural capability while ensuring no net loss of productive habitat capacity.

6.0 MONITORING AND REPORTING

A monitoring program will be undertaken to ensure that the prescribed mitigation measures are adhered to for the duration of the project. An experienced Qualified Monitor will inspect, evaluate, and report on the effectiveness of work practices and mitigation measures and recommend and oversee improvements, as necessary. The Monitor will evaluate the compliance of the operator with specified work practices and procedures to avoid and/or minimize environmental and agricultural impacts. The Monitor will have the authority to stop work if there is potential for adverse effects and/or the activity is not in compliance with the regulatory requirements, and/or the specified mitigation measures.

As required, the Monitor will provide advice to the Operator concerning incident response, remediation procedures and methods to resolve non-conformances. The Operator will be obligated to inform the Monitor of any incidents and near misses that occur while the Monitor is not on-site. The Monitor is responsible for monitoring water quality for all activities that have potential to contribute to the sedimentation or release of deleterious substances to watercourses and connecting drainages.

6.1 Documentation and Records

The Monitor is responsible for maintaining documentation and records of all relevant information pertaining to applicable practices and mitigation measures. Relevant and/or significant information to be documented includes:

- accidents, spills, leaks, and releases and the reporting and clean-up procedures used;
- reviews, improvements and adjustments to mitigation measures;
- records of monitoring activities, including equipment inspection and maintenance;
- site operation and restoration activities; and,
- contingency measures utilized, if any.

7.0 OPERATING AND RECLAMATION PLAN

The fill placement will be conducted in accordance with the general guidelines for soil and fill use applications specific to the placement of fill on agricultural land in the Agricultural Land Reserve (ALR) to support soil bound agriculture. The operating and reclamation objectives include:

- Fill placement will aid the farm/farming activity;
- Fill placement will not reduce the agricultural capability of the land, degrade soils, or limit the range of crops that can be grown on the subject property compared to the current crop suitability of the land;
- Fill placement will follow standard agricultural best practices;
- Fill placement will aid in the rehabilitation of agricultural lands severely impacted by past fill activities or other activities that have degraded agricultural land whether permitted or not permitted;
- Fill placement will not foul, obstruct, or impede the flow of any waterway; and,
- The final finished grade of the subject property will compliment adjacent landforms and provide for a smooth transition between the land contours and drainage channels on adjacent lands and the reclaimed area.

The fill placement will be conducted in accordance with the specified mitigation measures and the plans and cross-sections shown on the design drawing. The fill placement will be implemented following a phased approach to limit the duration and extent of disturbance at all times. The existing access road will be used for hauling fill material to avoid disturbance to adjoining agricultural lands. Sampling and analysis of the fill will be conducted annually to ensure compliance with the Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health, the BC Hazardous Waste Regulation, and other applicable standards and guidelines.

Weed management will be conducted in compliance with Invasive Species Management in B.C. All disturbed areas, including the active fill placement area, will be seeded with a native seed and/or suitable agronomic seed mix during the spring (April-May) and fall (September-October). Erosion controls such as silt fence, straw logs and covering materials will be implemented and maintained throughout the fill placement project and afterwards until vegetation re-establishes. The erosion and sediment control measures will be inspected regularly and after every major rain. All necessary repairs will be undertaken immediately after damage has been discovered. A qualified professional will review and sign off on the completed fill placement.

Site reclamation will be undertaken in general conformance with best practices as directed by a qualified professional, to improve agricultural capability while ensuring no net loss of productive habitat capacity. Organic materials and topsoil will be stockpiled and redistributed over disturbed areas on site. The final finished grade of the project area will complement adjacent landforms and provide for a smooth transition between the land contours and drainage patterns on adjacent lands and the reclaimed area. The project area, stockpiles and any adjoining disturbed areas will be broadcast seeded and/or hydraulic seeded with a suitable agronomic and/or native seed mix to help prevent the establishment of invasive plants species.

8.0 SUMMARY AND CONCLUSION

The assessment report was prepared to evaluate the environmental and agricultural considerations of the proposed dried sludge fill placement within the BMID subject property. The fill placement project area is situated in a north-south oriented depression. There is limited capability and suitability for agriculture within the project area due to the steep slopes and the disturbed nature of the soils from past fill placement.

The dried sludge fill material will be hauled from the drying/containment areas located at the BMID water treatment plant site. Prior to the placement of fill, any suitable topsoil will be stripped and stockpiled for site reclamation activities. The fill will be placed in a manner that improves the agricultural capability of the land and avoids disturbance to adjoining vegetation. The finished grade of the fill will complement adjoining landforms and provide for a smooth transition between the land contours and drainage patterns in the area.

Residual effects are anticipated to be low and localized, as the project is within disturbed grasslands with steep gradients and limited agricultural capability. With the implementation of the recommended mitigation measures, significant adverse effects arising from the project can be avoided. Site restoration will be undertaken in general conformance with best practices as directed by a qualified professional, to improve agricultural capability while ensuring no net loss of productive habitat capacity.

A monitoring program will be undertaken to ensure that the operating and reclamation objectives are achieved, and the prescribed mitigation measures are adhered to for the duration of the project. An experienced qualified professional will inspect, evaluate, and report on the effectiveness of work practices and mitigation measures and recommend and oversee improvements, as necessary.

9.0 REFERENCES

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Accessed March 15, 2021.

APPENDIX A

SITE PHOTOS



Photo 1.1: Adjoining lands to the south of the fill placement area



Photo 1.2: Northwest fill placement limits and adjoining access road

Fill Placement Area (PID: 001-715-224): Site Photos – 2020-11-06; 2021-03-22



Photo 1.3: Access road and FortisBC electrical substation and transmission line



Photo 1.4: View looking towards the south limits of the fill placement area

Fill Placement Area (PID: 001-715-224): Site Photos – 2020-11-06; 2021-03-22



Photo 1.5: South limits of the fill placement area



Photo 1.6: View looking northwest across the fill placement area

Fill Placement Area (PID: 001-715-224): Site Photos – 2020-11-06; 2021-03-22



Photo 1.7: View of the fill placement area looking southwest from the steep side slope



Photo 1.8: Disturbed trail and side slope to the east of the fill placement area



Photo 1.9: Cobbles and boulders at the toe of the slope within the fill placement area



Photo 1.10: Fractured rock within the fill placement area

Fill Placement Area (PID: 001-715-224): Site Photos – 2020-11-06; 2021-03-22



Photo 1.11: Ponderosa pine, rose *spp.* and Siberian elm along slope at south project limits



Photo 1.12: Invasive Siberian elm trees within the south limits of the fill placement area



Photo 1.13: Rose *spp.* near south limits of the fill placement area



Photo 1.14: Pile of boulders inside the south limits of the fill placement area



Photo 1.15: Fractured rock within the south limits of the fill placement area



Photo 1.16: Sandy, gravelly textured soils along east side slope of the fill placement area



Photo 1.17: Crested wheatgrass within the fill placement limits



Photo 1.18: Sandy, gravelly textured soils of the east slope of the fill placement area



Photo 1.19: Large woody debris within the northwest limits of the fill placement area



Photo 1.20: sandy, gravelly soils of west slope of the fill placement area

Fill Placement Area (PID: 001-715-224): Site Photos – 2020-11-06; 2021-03-22



Photo 1.21: West-facing slope grasses above the fill placement area



Photo 1.22: Mature ponderosa pine trees within the west limit of the fill placement area

Fill Placement Area (PID: 001-715-224): Site Photos – 2020-11-06; 2021-03-22



Photo 1.23: Fill placement and site disturbance along the southwest limits of the project area

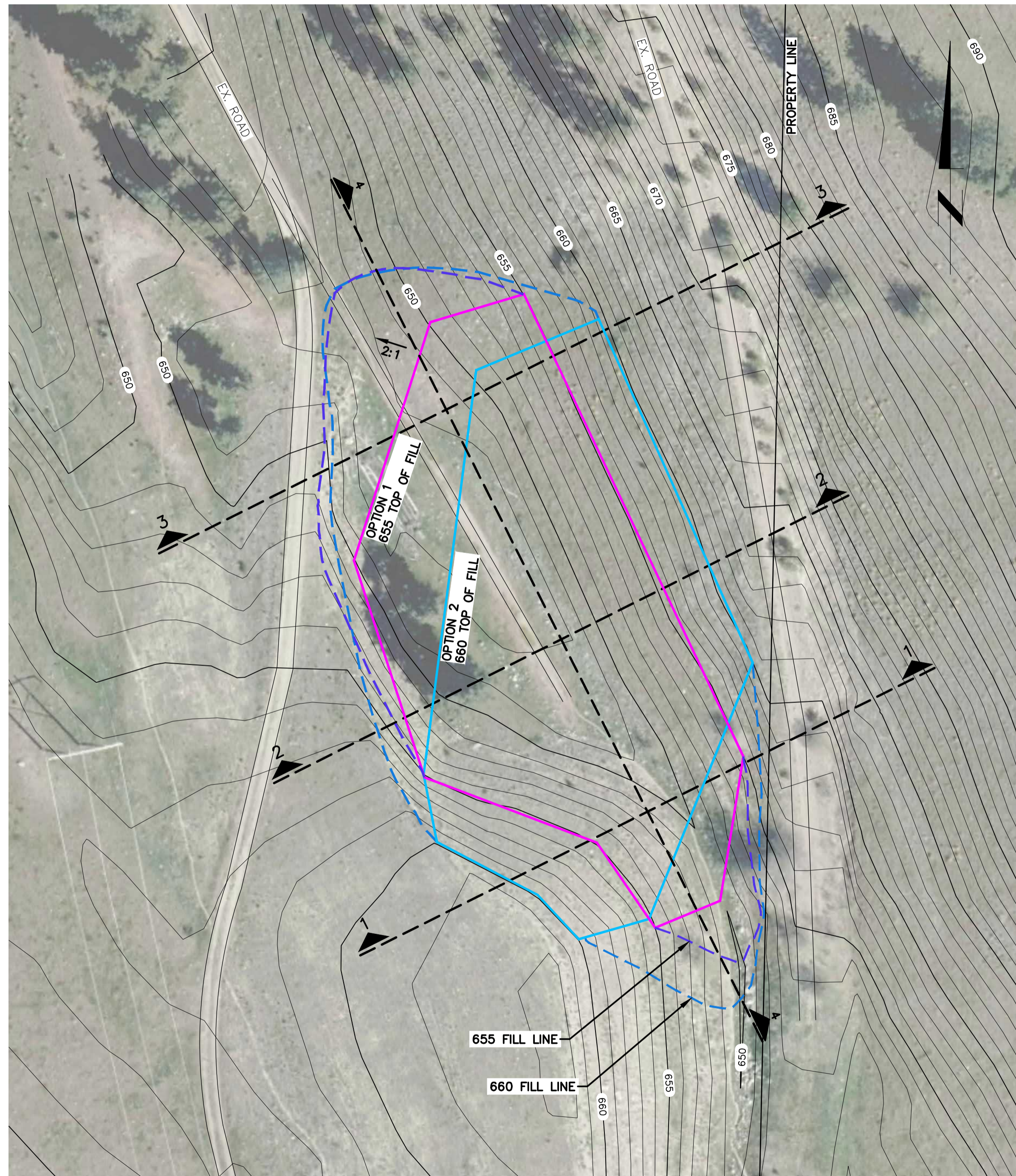


Photo 1.24: Site access and overhead electrical transmission lines west of the fill placement area

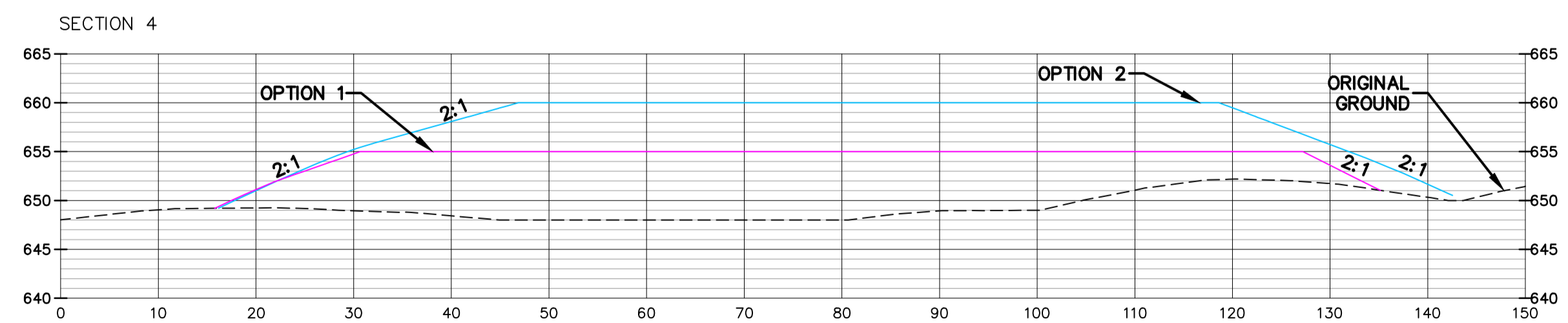
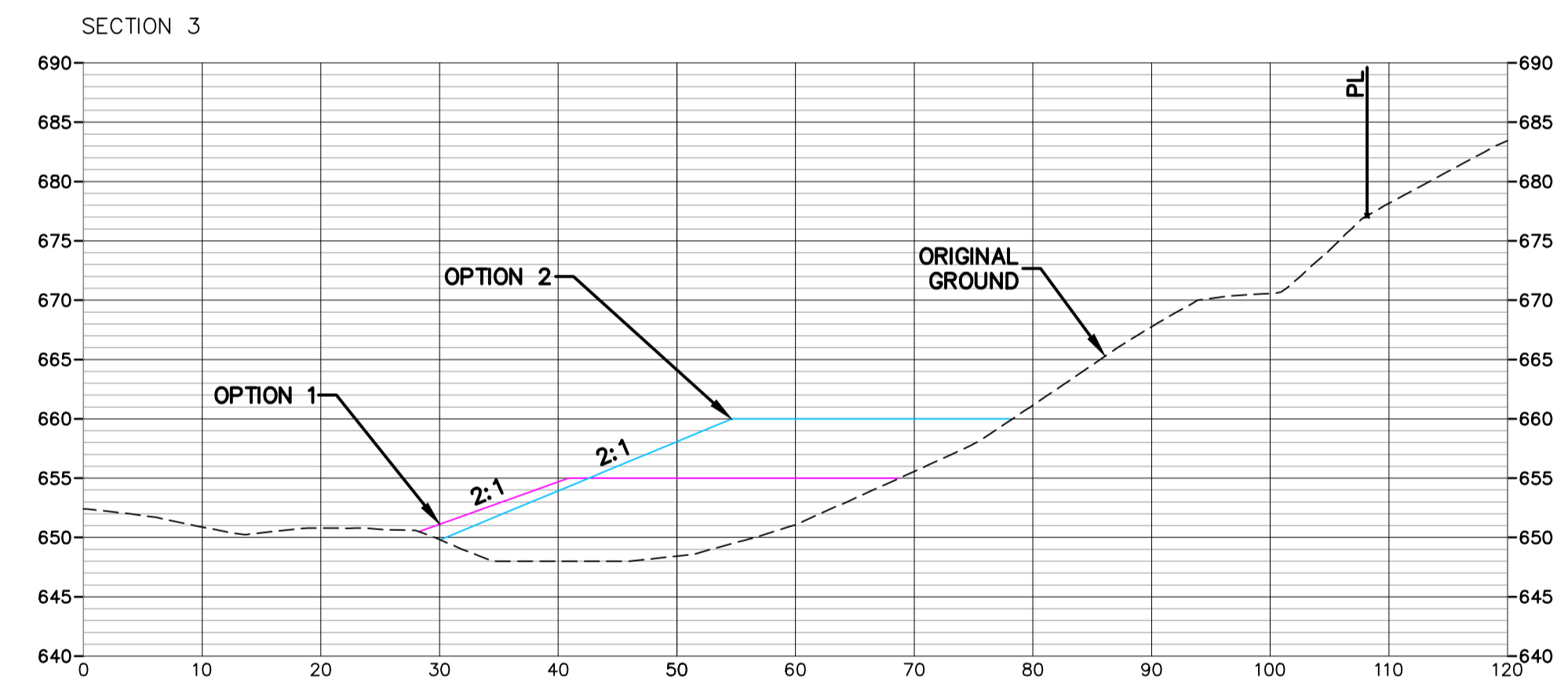
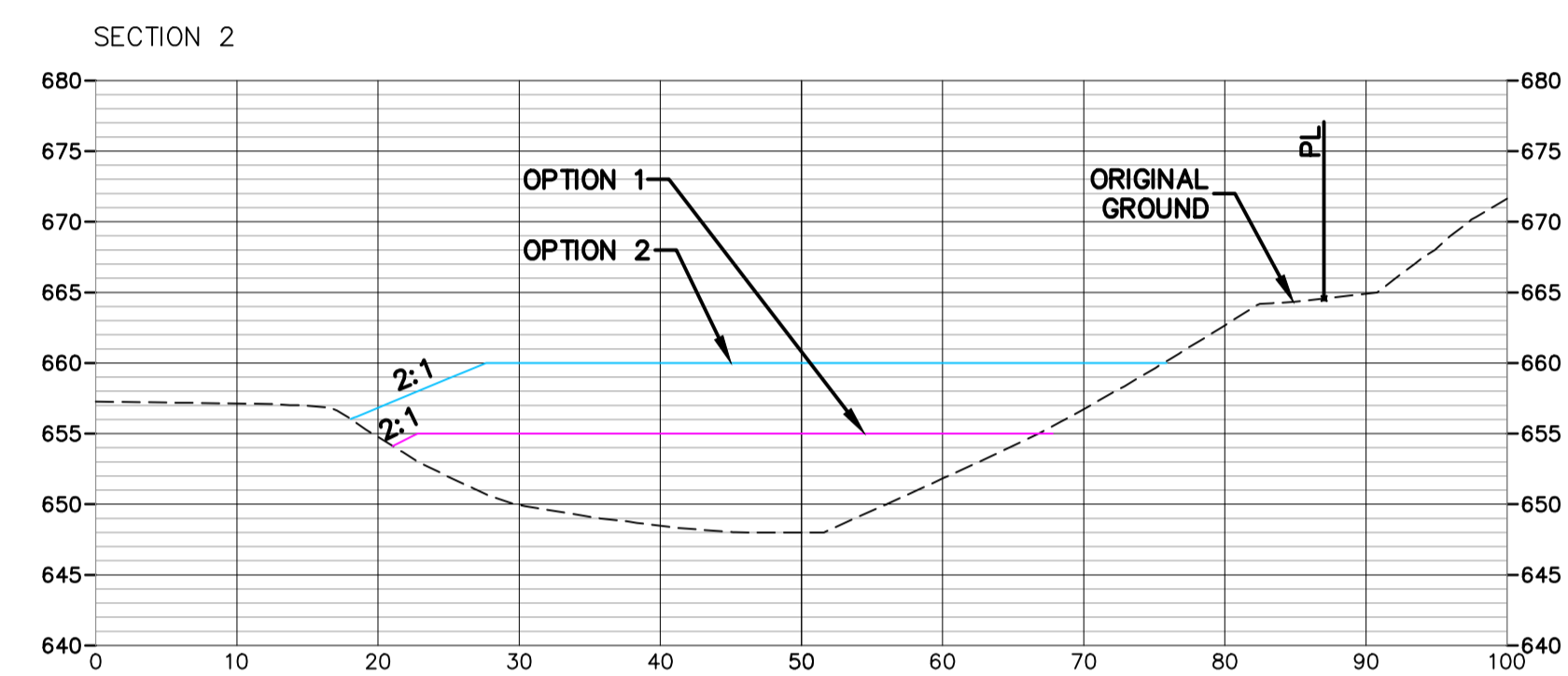
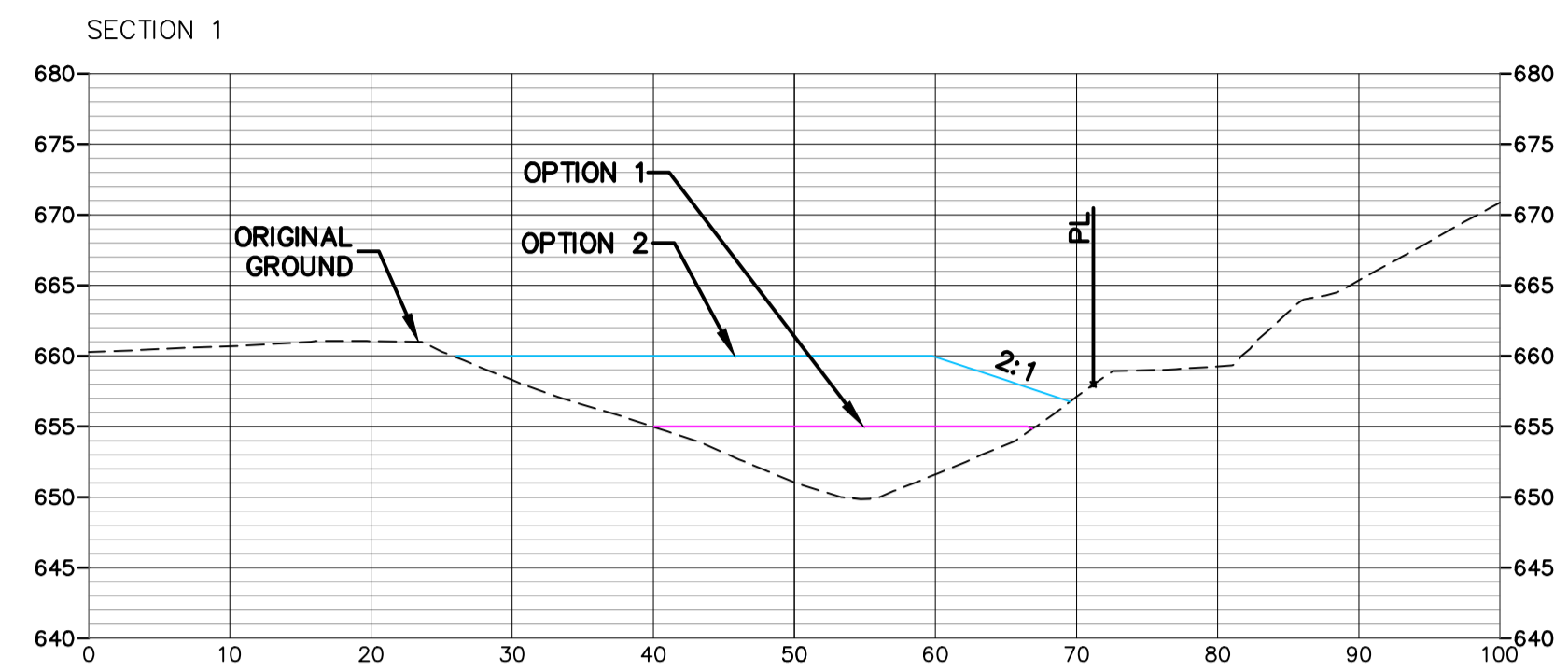
APPENDIX B

DESIGN DRAWINGS

OPTION VOLUMES		
OPTION #	TOP OF FILL ELEVATION (m)	FILL CAPACITY (m ³)
OPTION 1	655	17235
OPTION 2	660	34680



SITE PLAN
1:500



NOTE:
ORIGINAL GROUND CONTOURS SHOWN AT 1.0m INTERVALS
BASED ON CITY OF KELOWNA GIS DATA 2019.

SLUDGE FILL OPTIONS
PROJECT No. 17097-44
DRAWING No. SK-01
SCALE 1:500
December 2, 2020



APPENDIX C

AQUIFER AND GROUNDWATER WELL SEARCH RESULTS



Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 24117	Well Status: New	Observation Well Number:
Well Identification Plate Number:	Well Class: Unknown	Observation Well Status:
Owner Name: PETER DEGENHARDT	Well Subclass:	Environmental Monitoring System (EMS) ID:
Intended Water Use: Unknown Well Use	Aquifer Number: 46Z	Alternative specs submitted: No
Artesian Condition: No		

Licensing Information

Licensed Status: Unlicensed **Licence Number:**

Location Information

Street Address: HWY 33
Town/City: RUTLAND

Legal Description:

Lot	A
Plan	23176
District Lot	
Block	
Section	18
Township	27
Range	
Land District	41
Property Identification Description (PID)	



Description of Well Location:

Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 49.865538 **Longitude:** -119.333858
UTM Easting: 332281 **UTM Northing:** 5526293
Zone: 11 **Coordinate Acquisition Code:** (200 m accuracy) Digitized from 1:50,000 maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1970-10-28	1970-10-28	Pacific Water Wells	August 13th 2003 at 8:00 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1970-10-28	1970-10-28				

Well Completion Data

Total Depth Drilled:	Estimated Well Yield: 1.5 USgpm	Static Water Level (BTOC): 20 feet btoc
Finished Well Depth: 50 ft bgl	Well Cap:	Artesian Flow:
Final Casing Stick Up:	Well Disinfected Status: Not Disinfected	Artesian Pressure (head):
Depth to Bedrock:	Drilling Method: Other	Artesian Pressure (PSI):
Ground elevation:	Method of determining elevation: Unknown	Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	20	cobbles and boulders						
20	40	stoney clay						
40	45	stones, fine sand, w.b.						
45	50	till						

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
There are no records to show						

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Thickness:	Liner perforations				
Liner Diameter:	Liner to:	<table border="1"> <thead> <tr> <th>From (ft bgl)</th> <th>To (ft bgl)</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">There are no records to show</td> </tr> </tbody> </table>	From (ft bgl)	To (ft bgl)	There are no records to show	
From (ft bgl)	To (ft bgl)					
There are no records to show						
Liner from:						

Screen Details

Intake Method:	Installed Screens										
Type:	<table border="1"> <thead> <tr> <th>From (ft bgl)</th> <th>To (ft bgl)</th> <th>Diameter (in)</th> <th>Assembly Type</th> <th>Slot Size</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center;">There are no records to show</td> </tr> </tbody> </table>	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size	There are no records to show				
From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size							
There are no records to show											
Material:											
Opening:											
Bottom:											

Well Development

Developed by:	Development Total Duration:
----------------------	------------------------------------

Well Yield

Estimation Method:	Estimation Rate:	Estimation Duration:
Static Water Level Before Test:	Drawdown:	
Hydrofracturing Performed: No	Increase in Yield Due to Hydrofracturing:	

Well Decommission Information

Reason for Decommission:	Method of Decommission:
Sealant Material:	Backfill Material:
Decommission Details:	

Comments

METHOD OF DRILLING = DRILLED

Alternative Specs Submitted: Yes

Documents

- [WTN 24117 Well Record.pdf](#)

Disclaimer

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Groundwater Wells and Aquifers

Well Summary

Well Tag Number: 76783	Well Status: New	Observation Well Number:
Well Identification Plate Number:	Well Class: Water Supply	Observation Well Status:
Owner Name: DOUG APPEL	Well Subclass: Not Applicable	Environmental Monitoring System (EMS) ID:
Intended Water Use: Private Domestic	Aquifer Number: 1191	Alternative specs submitted: No
Artesian Condition: No		

Licensing Information

Licensed Status: Unlicensed **Licence Number:**

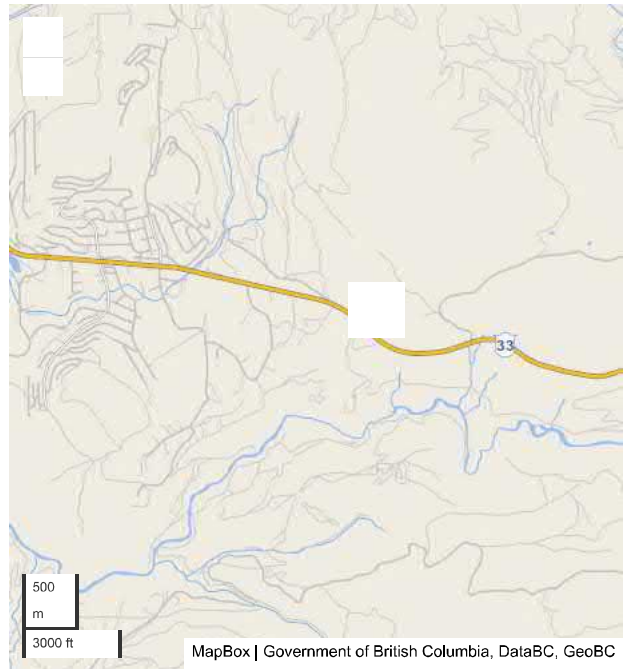
Location Information

Street Address: 3205 HWY 33E
Town/City: KELOWNA

Legal Description:

Lot	A
Plan	20065
District Lot	
Block	
Section	17
Township	27
Range	
Land District	41
Property Identification Description (PID)	

Description of Well Location: EX PL KAP71010



Geographic Coordinates - North American Datum of 1983 (NAD 83)

Latitude: 49.8622	Longitude: -119.32108
UTM Easting: 333188	UTM Northing: 5525893
Zone: 11	Coordinate Acquisition Code: (100 m accuracy) Digitized from old Dept. of Lands, Forests and Water Resources maps

Well Activity

Activity	Work Start Date	Work End Date	Drilling Company	Date Entered
Legacy record	1999-08-30		Cyclone Drilling Ltd.	August 13th 2003 at 9:26 AM

Well Work Dates

Start Date of Construction	End Date of Construction	Start Date of Alteration	End Date of Alteration	Start Date of Decommission	End Date of Decommission
1999-08-30					

ATTACHMENT A

This forms part of application
 # A23-0001

Planner Initials CD

City of Kelowna
DEVELOPMENT PLANNING

Well Completion Data

Total Depth Drilled:	Estimated Well Yield:	Static Water Level (BTOC):
Finished Well Depth: 620 ft bgl	Well Cap: STEEL CAP WELDED TO CASING	Artesian Flow:
Final Casing Stick Up:	Well Disinfected Status: Not Disinfected	Artesian Pressure (head):
Depth to Bedrock:	Drilling Method: Air Rotary	Artesian Pressure (PSI):
Ground elevation:	Method of determining elevation: Unknown	Orientation of Well: VERTICAL

Lithology

From (ft bgl)	To (ft bgl)	Raw Data	Description	Moisture	Colour	Hardness	Observations	Water Bearing Flow Estimate (USGPM)
0	8	BROWN SAND & GRAVEL			brown			
8	135	BLACK WHITE & GREEN GRANITE BEDROCK			black		CASING STOPPED @ 8FT	
135	341	VERY HARD BLACK WHITE & GREEN BEDROCK			black	Very Hard		
341	347	MED TAN & GREY GRANITE BEDROCK			tan	Medium		
347	359	HARD BLACK WHITE & GREEN BEDROCK			black	Hard		
359	372	MED TAN & GREY BEDROCK			tan	Medium		
372	410	HARD BLACK WHITE & GREEN BEDROCK			black	Hard		
410	560	MED BLACK WHITE & GREEN BEDROCK			black	Medium		
560	570	MED TAN & GREY BEDROCK			tan	Medium		
570	575	HARD BLACK WHITE & GREEN BEDROCK			black	Hard		
575	580	TAN & BLACK BEDROCK			tan			
580	595	GREY & GREEN BEDROCK			grey			
595	620	MED BLACK & WHITE BEDROCK			black	Medium		

Casing Details

From (ft bgl)	To (ft bgl)	Casing Type	Casing Material	Diameter (in)	Wall Thickness (in)	Drive Shoe
0	8		Other	6.63	0.25	

Surface Seal and Backfill Details

Surface Seal Material:	Backfill Material Above Surface Seal:
Surface Seal Installation Method:	Backfill Depth:
Surface Seal Thickness:	
Surface Seal Depth:	

Liner Details

Liner Material:	Liner Thickness:	Liner perforations				
Liner Diameter:	Liner to:	<table border="1"> <thead> <tr> <th>From (ft bgl)</th> <th>To (ft bgl)</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">There are no records to show</td> </tr> </tbody> </table>	From (ft bgl)	To (ft bgl)	There are no records to show	
From (ft bgl)	To (ft bgl)					
There are no records to show						
Liner from:						

Screen Details

Intake Method:	Installed Screens										
Type:	<table border="1"> <thead> <tr> <th>From (ft bgl)</th> <th>To (ft bgl)</th> <th>Diameter (in)</th> <th>Assembly Type</th> <th>Slot Size</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center;">There are no records to show</td> </tr> </tbody> </table>	From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size	There are no records to show				
From (ft bgl)	To (ft bgl)	Diameter (in)	Assembly Type	Slot Size							
There are no records to show											
Material:											
Opening:											
Bottom:											

Well Development

Developed by:	Development Total Duration:
----------------------	------------------------------------

Well Yield

Estimation Method:

Static Water Level Before Test:

Hydrofracturing Performed: No

Estimation Rate:

Drawdown:

Increase in Yield Due to Hydrofracturing:

Estimation Duration:

Well Decommission Information

Reason for Decommission:

Sealant Material:

Decommission Details:

Method of Decommission:

Backfill Material:

Comments

NEXT TO RODEO GROUNDS. SOFT SPOTS & FRACTURES AT 21' 42' 85' 93' 106' 110' 130' 135' 350' 367' 519' 525 TO 535 560' 565'

Alternative Specs Submitted: Yes

Documents

- [WTN 76783 Well Record.pdf](#)

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ATTACHMENT		A
This forms part of application		
# A23-0001		
Planner Initials	CD	 City of Kelowna DEVELOPMENT PLANNING

APPENDIX D

FIELD SURVEYS

Vegetation Observations within the Study Area

Common Name	Scientific Name	Coniferous Woodland	Grassland	Disturbed
Trees				
Interior Douglas-fir	<i>Pseudotsuga menziesii</i> var. <i>glauca</i>	X		X
Ponderosa Pine	<i>Pinus ponderosa</i>	X	X	X
Siberian elm	<i>Ulmus Pumila</i>		X	X
Shrubs				
Prickly Rose	<i>Rosa acicularis</i>		X	X
Saskatoon	<i>Amelanchier alnifolia</i>		X	X
Tall Oregon-grape	<i>Mahonia aquifolium</i>		X	X
Native Herbaceous				
Bluebunch Wheatgrass	<i>Agropyron spicatum</i>		X	X
Idaho Fescue	<i>Festuca idahoensis</i>		X	X
Yarrow	<i>Achillea millefolium</i>		X	X
Non-Native Herbaceous				
Common Dandelion	<i>Taraxacum officinale</i>		X	X
Cheatgrass	<i>Bromus tectorum</i>		X	X
Crested Wheatgrass	<i>Agropyron cristatum</i>		X	X
Great Mullein	<i>Verbascum thapsus</i>		X	X
Kentucky bluegrass	<i>Poa pratensis</i>		X	X
*Spotted Knapweed	<i>Centaurea diffusa</i>		X	X

*Provincially Noxious Plants

**Regionally Noxious Plants

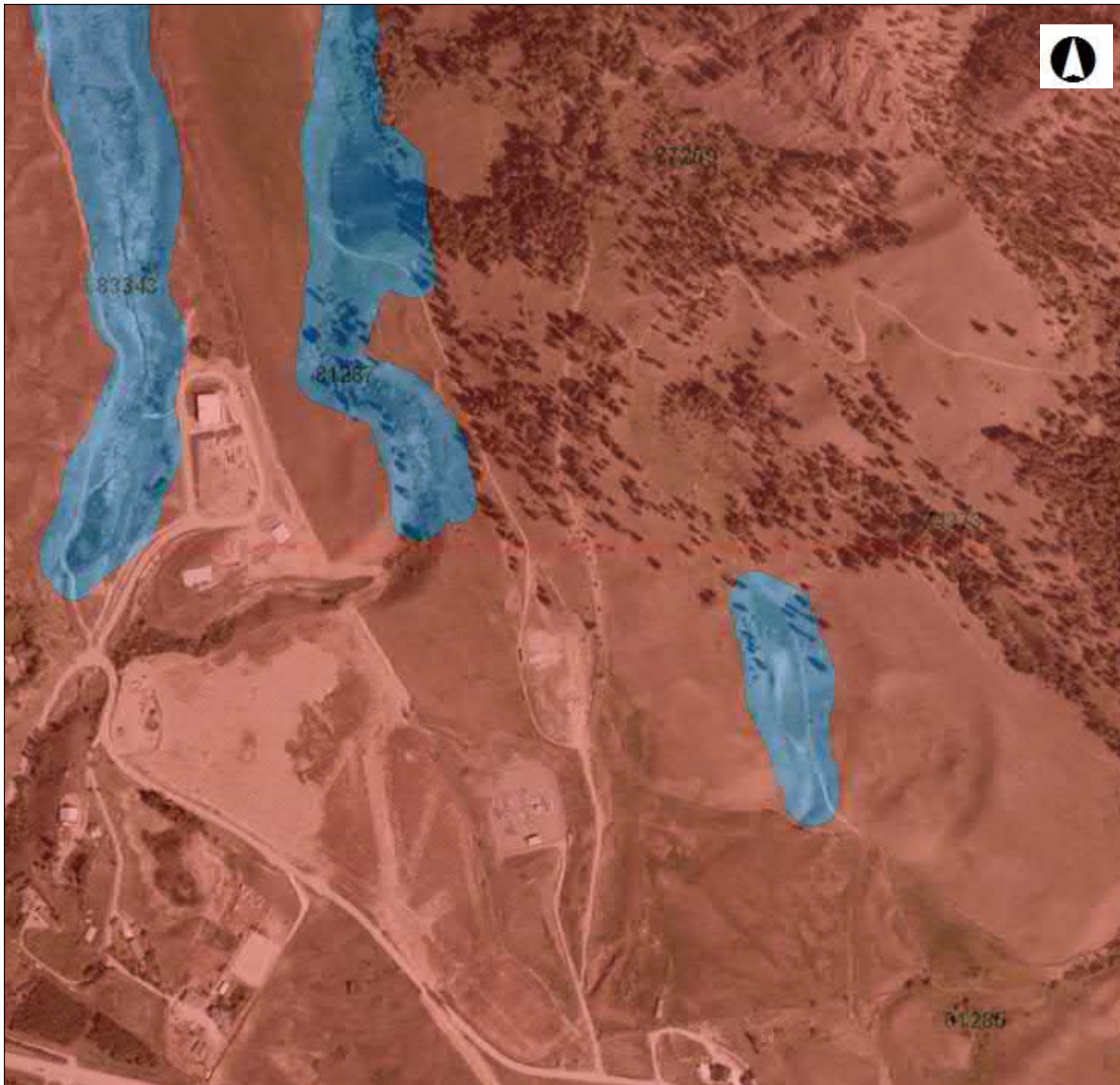
***Invasive Plants of Concern

Wildlife Observations within the Study Area

Common Name	Scientific Name	Coniferous Woodlands	Grassland	Disturbed
Mammals				
Deer sp.	<i>Odocoileus sp.</i>		X	X
Red Squirrel	<i>Tamiasciurus hudsonicus</i>	X		
Birds				
Common Raven	<i>Corvus corax</i>	X		
Red-breasted Nuthatch	<i>Sitta canadensis</i>	X		

APPENDIX E

SENSITIVE SPECIES AND ECOSYSTEMS SEARCH RESULTS



CDC Occurrence Map

Legend

Species and Ecosystems at Available Occurrences - CD

FEATURE_CODE

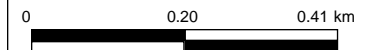
- Animal - Vertebrate
- Animal - Invertebrate
- Plant - Vascular
- Plant - Non-vascular
- Ecological Community

■ Species and Ecosystems at Secured) Publicly Available

Species and Ecosystems at and Historical) Publicly Available CDC

FEATURE_CODE

- Animal - Vertebrate



1: 10,000

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CAUTION: Maps obtained using this site are not designed to assist in navigation. These maps may be generalized and may not reflect current conditions. Uncharted hazards may exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

Datum: NAD83
Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

Key Map of British Columbia

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City of Kelowna
DEVELOPMENT PLANNING



BC Conservation Data Centre: Ecosystem Occurrence Report

Shape ID: 77209

Scientific Name: *Populus trichocarpa* - *Pseudotsuga menziesii* / *Acer glabrum* - *Symphoricarpos albus*
English Name: black cottonwood - Douglas fir / Douglas maple - common snowberry

Identifiers

Occurrence ID: 10411
Shape ID: 77209
Element Group: Ecological Community

Status

Provincial Rank: S1S2
BC List: Red
Global Rank: GNR

Locators

Survey Site: MINE HILL, RUTLAND, 2 KILOMETRES EAST OF
Directions:
Biogeoclimatic Unit: IDF xh 1
Ecosection: NOB

Occurrence Information

First Observation Date: 1994 **Last Observation Date:** 2010

Occurrence Data:

This deciduous riparian occurrence is based on Terrestrial Ecosystem Mapping and has been confirmed by a field inspection. The element occurrence occupies an estimated 6% (0.85 ha) of the area shown. The element occurrence is mapped as a mature forest.

General Description:

This element occurrence is located in a depression on the lower slopes of the Okanagan Valley. It is surrounded by grasslands and coniferous woodlands. It is associated with coniferous forest and grasslands.

Environmental Summary:

This occurrence is mapped on morainal and glacial river deposits.

ATTACHMENT A

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Planner Initials CD



City of Kelowna
 DEVELOPMENT PLANNING

Occurrence Rank and Occurrence Rank Factors

Rank*: E : Verified extant (viability not assessed)

Note: in the case of Ecological Communities, viability should read as ecological integrity

Rank Date:

Rank Comments:

Condition of Occurrence:

Size of Occurrence:

0.85 ha

Landscape Context:

Version

Version Date: 2012-11-28

Version Author: Iverson, K. and A. Haney

Mapping Information

Estimated Representation Accuracy: Low

Estimated Representation Accuracy Comments: The ecological community occupies 6.21% (0.85 ha) of the mapped occurrence.

Confident that full extent is represented by Occurrence: ?

Confidence extent Definition: Uncertain whether full extent of EO is known

Additional Inventory Needed: Y

Inventory Comments: The sample plot is from the Central Okanagan Sensitive Ecosystems Inventory.

This element occurrence is based on available ecosystem mapping. Many factors influence the reliability of an ecosystem map. Depending on the scale of aerial images used to capture the ecosystems, very small ecosystems and some types of disturbance may not be visible and will not be mapped. If the air photos are not current, new disturbance may have occurred since the time of mapping and the inventory may not accurately represent the current state of the landscape. Other factors, such as the skill and experience of the mapper within the study area, and the field survey intensity level will also influence the reliability of the map.

Documentation

References:

- Cadrin, C.M., and J. Christy. 2013a. Element occurrence and element occurrence rank specifications for riparian, broadleaf forests and shrublands of the southern interior of British Columbia. Unpublished document. Version April, 2013. B.C. Minist. Environ., Conservation Data Centre, Victoria, B.C. 4 pp.
- Iverson, K. and C. Cadrin. 2003. Sensitive Ecosystems Inventory: Central Okanagan, 2000-2001. Volume 1: Methodology, Ecological Descriptions, Results and Conservation Tools. Technical Report Series No. 399, Canadian Wildlife Service, Pacific and Yukon Region, British Columbia. 219pp.
- Iverson, K., C. Cadrin, D. Spaeth Filatow, and C. Erwin. 2004. Sensitive Ecosystems Inventory: Central Okanagan, 2000-2001. Volume 2: Terrestrial Ecosystem Mapping, Surface Erosion and Slope Stability, and Expanded Legend. Unpublished report. Minist. Environment, Victoria, BC. and Canadian Wildlife Service, Pacific and Yukon Region.
- Iverson, K., D. Curran, T. Fleming, and A. Haney. 2008. Sensitive Ecosystems Inventory: Okanagan Valley: Vernon to Osoyoos, 2000-2007. Methods, Ecological Descriptions, Results and Conservation Tools. Technical Report Series No. 495, Canadian Wildlife Service, Pacific and Yukon Region, British Columbia. 224pp.
- Terrestrial Ecosystem Mapping [TEM] of portions of the PPxh1 and IDFxh1 in the Central Okanagan. 2002i. Prepared for the Regional District of the Central Okanagan and the Ministry of Sustainable Resource Management, by K. Iverson, C. Erwin, C. Sinnemann, L. Lacelle and D. Spaeth Filatow. 1:20,000 spatial data.
- Terrestrial Ecosystem Mapping [TEM] of the Central Okanagan Valley: updated Mar. 2009c. Prepared for Okanagan Collaborative Conservation program by A. Haney and K. Iverson. 1:20,000 spatial data.

Please visit the website http://www.env.gov.bc.ca/cdc/gis/eo_data_fields_06.htm for definitions of the data fields used in this occurrence report.

Suggested Citation:

B.C. Conservation Data Centre. 2014. Occurrence Report Summary, Shape ID: 77209, black cottonwood - Douglas fir / Douglas maple - common snowberry. B.C. Ministry of Environment. Available: <http://maps.gov.bc.ca/ess/hm/cdc>, (accessed Apr 29, 2021).



BC Conservation Data Centre: Ecosystem Occurrence Report

Shape ID: 81287

Scientific Name: *Populus tremuloides* / *Symphoricarpos albus* / *Poa pratensis*
English Name: trembling aspen / common snowberry / Kentucky bluegrass

Identifiers

Occurrence ID: 10989
Shape ID: 81287
Element Group: Ecological Community

Status

Provincial Rank: S2
BC List: Red
Global Rank: GNR

Locators

Survey Site: BLACK KNIGHT MOUNTAIN, 1.6 KILOMETRES WEST OF
Directions:
Biogeoclimatic Unit: PP xh 1;IDF mw 1;IDF xh 1;IDF xh 1a
Ecosection: NOB;NOH

Occurrence Information

First Observation Date: 1994 **Last Observation Date:** 2012

Occurrence Data:

This broadleaf woodland occurrence is based on Terrestrial Ecosystem Mapping but has not been confirmed by a field inspection. The element occurrence occupies an estimated 48% (30 ha) of the area shown. The occurrence is mapped primarily as a young broadleaf woodland with a small patch of shrub stage broadleaf woodland.

General Description:

This element occurrence is located on the lower slopes of the Okanagan Valley in draws. It is surrounded by grasslands and coniferous woodlands with urban development along the southwest edge of the occurrence. It is associated with grasslands, coniferous forest and rural development.

Environmental Summary:

The occurrence is mapped on medium textured and moderately well drained till and glacial river deposits partially overlain by gravity deposited materials, and river deposits.

Occurrence Rank and Occurrence Rank Factors

Rank*: E : Verified extant (viability not assessed)

Note: in the case of Ecological Communities, viability should read as ecological integrity

Rank Date:

Rank Comments:

Condition of Occurrence:

Size of Occurrence:

29.53 ha

Landscape Context:

Version

Version Date: 2014-11-27

Version Author: Iverson, K. and A. Haney

Mapping Information

Estimated Representation Accuracy: Medium

Estimated Representation Accuracy Comments: The ecological community occupies 48.16% (29.53 ha) of the mapped occurrence.

Confident that full extent is represented by Occurrence: ?

Confidence extent Definition: Uncertain whether full extent of EO is known

Additional Inventory Needed: Y

Inventory Comments: This element occurrence is based on available ecosystem mapping. Many factors influence the reliability of an ecosystem map. Depending on the scale of aerial images used to capture the ecosystems, very small ecosystems and some types of disturbance may not be visible and will not be mapped. If the air photos are not current, new disturbance may have occurred since the time of mapping and the inventory may not accurately represent the current state of the landscape. Other factors, such as the skill and experience of the mapper within the study area, and the field survey intensity level will also influence the reliability of the map.

Documentation

References:

- Cadrin, C.M., and J. Christy. 2013a. Element occurrence and element occurrence rank specifications for riparian, broadleaf forests and shrublands of the southern interior of British Columbia. Unpublished document. Version April, 2013. B.C. Minist. Environ., Conservation Data Centre, Victoria, B.C. 4 pp.
- Iverson, K. and C. Cadrin. 2003. Sensitive Ecosystems Inventory: Central Okanagan, 2000-2001. Volume 1: Methodology, Ecological Descriptions, Results and Conservation Tools. Technical Report Series No. 399, Canadian Wildlife Service, Pacific and Yukon Region, British Columbia. 219pp.
- Iverson, K. and P. Uunila. 2008. Sensitive Ecosystems Inventory: Kelowna, 2007. Volume 2: Terrestrial Ecosystem Mapping, Terrain, Terrain Stability, and Soil Erosion Potential Mapping, and Expanded Legend. Unpublished report.
- Iverson, K., C. Cadrin, D. Spaeth Filatow, and C. Erwin. 2004. Sensitive Ecosystems Inventory: Central Okanagan, 2000-2001. Volume 2: Terrestrial Ecosystem Mapping, Surface Erosion and Slope Stability, and Expanded Legend. Unpublished report. Minist. Environment, Victoria, BC. and Canadian Wildlife Service, Pacific and Yukon Region.
- Terrestrial Ecosystem Mapping [TEM] of portions of the PPxh1 and IDFxh1 in the Central Okanagan. 2002i. Prepared for the Regional District of the Central Okanagan and the Ministry of Sustainable Resource Management, by K. Iverson, C. Erwin, C. Sinnemann, L. Lacelle and D. Spaeth Filatow. 1:20,000 spatial data.
- Terrestrial Ecosystem Mapping [TEM] of the Central Okanagan Valley: updated Mar. 2009c. Prepared for Okanagan Collaborative Conservation program by A. Haney and K. Iverson. 1:20,000 spatial data.
- Terrestrial Ecosystem Mapping [TEM] of the City of Kelowna. October 2008b. K. Iverson and P. Uunila. 1:10,000 spatial data.

Please visit the website http://www.env.gov.bc.ca/cdc/gis/eo_data_fields_06.htm for definitions of the data fields used in this occurrence report.

Suggested Citation:

B.C. Conservation Data Centre. 2014. Occurrence Report Summary, Shape ID: 81287, trembling aspen / common snowberry / Kentucky bluegrass. B.C. Ministry of Environment. Available: <http://maps.gov.bc.ca/ess/hm/cdc>, (accessed Apr 29, 2021).





BC Conservation Data Centre: Ecosystem Occurrence Report

Shape ID: 83343

Scientific Name: *Juncus balticus* - *Potentilla anserina*

English Name: Baltic rush - common silverweed

Identifiers

Occurrence ID: 11330

Shape ID: 83343

Element Group: Ecological Community

Status

Provincial Rank: S2

BC List: Red

Global Rank: GNR

Locators

Survey Site: BLACK KNIGHT MOUNTAIN, 1.5 KILOMETRES SOUTHWEST OF

Directions:

Biogeoclimatic Unit: IDF xh 1;IDF xh 1a

Ecosection: NOB

Occurrence Information

First Observation Date: 1994

Last Observation Date: 2009

Occurrence Data:

This wet meadow occurrence is based on Terrestrial Ecosystem Mapping and has been confirmed by a field inspection. The element occurrence occupies an estimated 14.0 percent or 3.03 ha of the area shown. The site is dominated by Kentucky bluegrass, baltic rush and agrostis. The vegetation on these sites is strongly driven by water levels. Annual and seasonal fluctuations in water levels results in changes to the vegetation over time. The vegetation and ecological community on this site may have changed since the time of mapping (or since the last field visit).

General Description:

This element occurrence is located on the lower slopes of the Okanagan Valley in depressions 1.5 kilometres southwest of Black Knight Mountain. It is surrounded by grasslands and small patches of forest with urban development to the southeast. It is associated with a marsh, moist grasslands, and aspen copse.

Environmental Summary:

The occurrence is on glaciofluvial and lacustrine deposits partially overlain by slopewash.

Occurrence Rank and Occurrence Rank Factors

Rank*: E : Verified extant (viability not assessed)

Note: in the case of Ecological Communities, viability should read as ecological integrity

Rank Date:

Rank Comments:

Condition of Occurrence:

Size of Occurrence:

3.03 ha

Landscape Context:

Version

Version Date: 2013-03-23

Version Author: Iverson, K. and A. Haney

Mapping Information

Estimated Representation Accuracy: Low

Estimated Representation Accuracy Comments: The ecological community occupies 14% (3.03 ha) of the mapped occurrence.

Confident that full extent is represented by Occurrence: ?

Confidence extent Definition: Uncertain whether full extent of EO is known

Additional Inventory Needed: Y

Inventory Comments: This element occurrence is based on available ecosystem mapping. Many factors influence the reliability of an ecosystem map. Depending on the scale of aerial images used to capture the ecosystems, very small ecosystems and some types of disturbance may not be visible and will not be mapped. If the air photos are not current, new disturbance may have occurred since the time of mapping and the inventory may not accurately represent the current state of the landscape. Other factors, such as the skill and experience of the mapper within the study area, and the field survey intensity level will also influence the reliability of the map.

Documentation

References:

Cadrin, C.M., and K. Iverson. 2013. Element occurrence and element occurrence rank specifications for wet transition grasslands of British Columbia. Unpublished document. Version July, 2013. B.C. Minist. Environ., Conservation Data Centre, Victoria, B.C. 3 pp.

Iverson, K. and P. Uunila. 2008. Sensitive Ecosystems Inventory: Kelowna, 2007. Volume 2: Terrestrial Ecosystem Mapping, Terrain, Terrain Stability, and Soil Erosion Potential Mapping, and Expanded Legend. Unpublished report.

Iverson, K., D. Curran, T. Fleming, and A. Haney. 2008. Sensitive Ecosystems Inventory: Okanagan Valley: Vernon to Osoyoos, 2000-2007. Methods, Ecological Descriptions, Results and Conservation Tools. Technical Report Series No. 495, Canadian Wildlife Service, Pacific and Yukon Region, British Columbia. 224pp.

Terrestrial Ecosystem Mapping [TEM] of the Central Okanagan Valley: updated Mar. 2009c. Prepared for Okanagan Collaborative Conservation program by A. Haney and K. Iverson. 1:20,000 spatial data.

Terrestrial Ecosystem Mapping [TEM] of the City of Kelowna. October 2008b. K. Iverson and P. Uunila. 1:10,000 spatial data.

Please visit the website http://www.env.gov.bc.ca/cdc/gis/eo_data_fields_06.htm for definitions of the data fields used in this occurrence report.

Suggested Citation:

B.C. Conservation Data Centre. 2014. Occurrence Report Summary, Shape ID: 83343, Baltic rush - common silverweed. B.C. Ministry of Environment. Available: <http://maps.gov.bc.ca/ess/hm/cdc>, (accessed Apr 29, 2021).



BC Species & Ecosystems Explorer

Modify Search (/pub/eswp/search.do?method=change)

New Search (/pub/eswp/search.do?method=reset)

Export Results

Help

Search Results 59 records

Show 100 rows

Column Visibility

Sort Order

English Name

Ascending




Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
<i>Taxidea taxus</i> (/pub/eswp/reports.do?elcode=AMAJF04010)	American Badger	BG ESSF ICH IDF IMA MS PP SBPS	S2 (2015)	Red	G5 (2016)	E (2012)	1-E (2018)	
<i>Botaurus lentiginosus</i> (/pub/eswp/reports.do?elcode=ABNGA01020)	American Bittern	BG BWBS CDF CWH ICH IDF MS PP SBPS SBS	S3B, SNRN (2015)	Blue	G5 (2016)			
<i>Pluvialis dominica</i> (/pub/eswp/reports.do?elcode=ABNNB02030)	American Golden-Plover	BAFA BG BWBS CDF CWH ICH IDF MS PP SBS SWB	S3S4B (2015)	Blue	G5 (2016)			
<i>Cicindela decemnotata</i> (/pub/eswp/reports.do?elcode=IICOL023C0)	Badlands Tiger Beetle	BG PP	S1S3 (2017)	Red	G4G5 (2018)			

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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Tyto alba</i> (/pub/eswp/reports.do?elcode=ABNSA01010)	Barn Owl	BG BWBS CDF CWH ICH IDF PP	S2? (2015)	Red	G5 (2016)	T (2010)	1-T (2018)	
 <i>Hirundo rustica</i> (/pub/eswp/reports.do?elcode=ABPAU09030)	Barn Swallow	BAFA BG BWBS CDF CWH ESSF ICH IDF IMA MH MS PP SBPS SBS SWB	S3S4B (2015)	Blue	G5 (2016)	T (2011)	1-T (2017)	
 <i>Ovis canadensis</i> (/pub/eswp/reports.do?elcode=AMALE04010)	Bighorn Sheep	BAFA BG ESSF ICH IDF IMA MS PP	S3? (2015)	Blue	G4 (2016)			
 <i>Dolichonyx oryzivorus</i> (/pub/eswp/reports.do?elcode=ABPBXA9010)	Bobolink	BG BWBS CDF CWH ICH IDF PP SBS	S3B (2015)	Blue	G5 (2016)	T (2010)	1-T (2017)	
 <i>Athene cunicularia</i> (/pub/eswp/reports.do?elcode=ABNSB10010)	Burrowing Owl	BG CDF IDF PP	S1B (2015)	Red	G4 (2016)	E (2017)	1-E (2003)	








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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Larus californicus</i> (/pub/eswp/reports.do?elcode=ABNNM03110)	California Gull	BG BWBS CDF CWH ICH IDF MS PP SBS	S2S3B (2015)	Blue	G5 (2016)			
 <i>Satyrrium californica</i> (/pub/eswp/reports.do?elcode=IILEPD4040)	California Hairstreak	BG ESSF ICH IDF IMA MS PP	S3 (2020)	Blue	G5 (2016)			
 <i>Rangifer tarandus</i> pop. 1 (/pub/eswp/reports.do?elcode=AMALC04013)	Caribou (Southern Mountain Population)	BAFA ESSF ICH IMA	S1 (2017)	Red	G5TNR	E (2014)	1-T (2003)	
 <i>Pyrgus communis</i> (/pub/eswp/reports.do?elcode=IILEP38050)	Checkered Skipper	BG ESSF ICH IDF IMA MS PP	S3 (2020)	Blue	G5 (2021)			
 <i>Chordeiles minor</i> (/pub/eswp/reports.do?elcode=ABNTA02020)	Common Nighthawk	BG BWBS CDF CWH ESSF ICH IDF MH MS PP SBPS SBS SWB	S4B (2015)	Yellow	G5 (2016)	SC (2018)	1-T (2010)	
 <i>Hypsiglena chlorophaea</i> (/pub/eswp/reports.do?elcode=ARADB18020)	Desert Nightsnake	BG IDF PP	S2 (2018)	Red	G5 (2016)	E (2011)	1-E (2003)	
 <i>Myotis thysanodes</i> (/pub/eswp/reports.do?elcode=AMACC01090)	Fringed Myotis	BG ICH IDF PP	S3 (2015)	Blue	G4 (2016)	DD (2004)	3 (2005)	









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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Pituophis catenifer deserticola</i> (/pub/eswp/reports.do?elcode=ARADB26022)	Gopher Snake, <i>deserticola</i> subspecies	BG IDF PP	S3 (2018)	Blue	G5T5 (2016)	T (2013)	1-T (2005)	
 <i>Ammodramus savannarum</i> (/pub/eswp/reports.do?elcode=ABPBXA0020)	Grasshopper Sparrow	BG CDF IDF PP	S1B (2018)	Red	G5 (2016)			
 <i>Perognathus parvus</i> (/pub/eswp/reports.do?elcode=AMAFD01100)	Columbia Plateau Pocket Mouse	BG IDF PP	S3 (2015)	Blue	G5 (2016)			
 <i>Spea intermontana</i> (/pub/eswp/reports.do?elcode=AAABF02030)	Great Basin Spadefoot	BG IDF MS PP	S3 (2018)	Blue	G5 (2016)	T (2019)	1-T (2003)	
 <i>Centrocercus urophasianus</i> (/pub/eswp/reports.do?elcode=ABNLC12010)	Greater Sage-Grouse	BG	SX (2015)	Red	G3G4 (2016)	XT (2008)	1-XT (2003)	
 <i>Ursus arctos</i> (/pub/eswp/reports.do?elcode=AMAJB01020)	Grizzly Bear	BAFA BWBS CMA CWH ESSF ICH IDF IMA MH MS SBPS SBS SWB	S3? (2015)	Blue	G4 (2016)	SC (2012)	1-SC (2018)	
 <i>Falco rusticolus</i> (/pub/eswp/reports.do?elcode=ABNKD06080)	Gyrfalcon	BAFA BG BWBS CDF CWH ICH IDF SBPS SBS SWB	S3S4B, SNRN (2015)	Blue	G5 (2016)	NAR (1987)		
 <i>Satyrium semiluna</i> (/pub/eswp/reports.do?elcode=ILLEPD4024)	Half-moon Hairstreak	BG ESSF IDF IMA MS PP	S1 (2020)	Red	G4 (2021)	E (2006)	1-E (2007)	


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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Eremophila alpestris merrilli</i> (/pub/eswp/reports.do?elcode=ABPAT0201F)	Horned Lark, <i>merrilli</i> subspecies	BG ICH IDF PP	S3? (2017)	Blue	G5T4 (2016)			
 <i>Callophrys affinis</i> (/pub/eswp/reports.do?elcode=ILLEPE2050)	Immaculate Green Hairstreak	BG ESSF IDF MS PP	S2S3 (2020)	Blue	G5 (1998)			
 <i>Chondestes grammacus</i> (/pub/eswp/reports.do?elcode=ABPBX96010)	Lark Sparrow	BG BWBS CDF CWH ICH IDF MS PP SBPS SBS	S3S4B (2015)	Blue	G5 (2016)			
 <i>Melanerpes lewis</i> (/pub/eswp/reports.do?elcode=ABNYF04010)	Lewis's Woodpecker	BG CDF CWH ICH IDF PP SBS	S2S3B (2015)	Blue	G4 (2016)	T (2010)	1-T (2012)	
 <i>Lycaena nivalis</i> (/pub/eswp/reports.do?elcode=ILLEPC1140)	Lilac-bordered Copper	BG ESSF ICH IDF MS PP	S3 (2020)	Blue	G5 (2016)			
 <i>Myotis lucifugus</i> (/pub/eswp/reports.do?elcode=AMACC01010)	Little Brown Myotis	BG BWBS CDF CWH ESSF ICH IDF MH MS PP SBPS SBS SWB	S4 (2015)	Yellow	G3 (2016)	E (2013)	1-E (2014)	








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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Numerius americanus</i> (/pub/eswp/reports.do?elcode=ABNNF07070)	Long-billed Curlew	BG CDF CWH ICH IDF PP SBPS SBS	S3B (2018)	Blue	G5 (2016)	SC (2011)	1-SC (2005)	
 <i>Sorex merriami</i> (/pub/eswp/reports.do?elcode=AMABA01230)	Merriam's Shrew	BG PP	S1 (2015)	Red	G4 (2016)			
 <i>Danaus plexippus</i> (/pub/eswp/reports.do?elcode=IILEPP2010)	Monarch	BG CDF CWH ESSF ICH IDF MS PP	S1?B (2020)	Red	G4 (2015)	E (2016)	1-SC (2003)	
 <i>Apodemia mormo</i> (/pub/eswp/reports.do?elcode=IILEPH7010)	Mormon Metalmark	BG ESSF IDF PP	S1S2 (2020)	Red	G5 (2016)	E (2014)	1-E (2005)	
 <i>Oreamnos americanus</i> (/pub/eswp/reports.do?elcode=AMALE02010)	Mountain Goat	BAFA BG BWBS CDF CMA CWH ESSF ICH IDF IMA MH MS PP SBPS SBS SWB	S3 (2015)	Blue	G5 (2016)			
 <i>Hesperia nevada</i> (/pub/eswp/reports.do?elcode=IILEP65180)	Nevada Skipper	BG ESSF IDF MS PP	S3S4 (2020)	Blue	G5 (2020)			
 <i>Coluber constrictor</i> (/pub/eswp/reports.do?elcode=ARADB07010)	North American Racer	BG ICH IDF PP	S2S3 (2018)	Blue	G5 (2016)	T (2015)	1-SC (2006)	








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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Charina bottae</i> (/pub/eswp/reports.do?elcode=ARADA01010)	Northern Rubber Boa	BG CWH ICH IDF PP	S4 (2018)	Yellow	G5 (2016)	SC (2016)	1-SC (2005)	
 <i>Sylvilagus nuttallii</i> (/pub/eswp/reports.do?elcode=AMAEB01060)	Nuttall's Cottontail	BG IDF PP	S3 (2015)	Blue	G5 (2016)	SC (2016)	1-SC (2007)	
 <i>Antrozous pallidus</i> (/pub/eswp/reports.do?elcode=AMACC10010)	Pallid Bat	BG PP	S2 (2015)	Red	G4 (2016)	T (2010)	1-T (2003)	
 <i>Falco peregrinus anatum</i> (/pub/eswp/reports.do?elcode=ABNKD06071)	Peregrine Falcon, <i>anatum</i> subspecies	BG BWBS CDF CWH IDF MS PP SBS	S2? (2011)	Red	G4T4 (2016)	NAR (2017)	1-SC (2012)	
 <i>Falco mexicanus</i> (/pub/eswp/reports.do?elcode=ABNKD06090)	Prairie Falcon	BG BWBS CDF CWH ESSF ICH IDF MS PP SBS	S1 (2018)	Red	G5 (2016)	NAR (1996)		
 <i>Sorex preblei</i> (/pub/eswp/reports.do?elcode=AMABA01030)	Preble's Shrew	BG IDF PP	S1S2 (2015)	Red	G4 (2016)			
 <i>Phrynosoma douglasii</i> (/pub/eswp/reports.do?elcode=ARACF12030)	Pygmy Short-horned Lizard	BG	SX (2018)	Red	G5 (2005)	XT (2018)	1-XX (2003)	






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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Buteo lagopus</i> (/pub/eswp/reports.do?elcode=ABNKC19130)	Rough-legged Hawk	BAFA BG BWBS CDF CWH ESSF ICH IDF IMA MS PP SBPS SBS SWB	S3N (2015)	Blue	G5 (2016)	NAR (1995)		
 <i>Polites sabuleti</i> (/pub/eswp/reports.do?elcode=IILEP66020)	Sandhill Skipper	BG ESSF ICH IDF MS PP	S2 (2020)	Red	G5 (2021)			
 <i>Tympanuchus phasianellus columbianus</i> (/pub/eswp/reports.do?elcode=ABNLC13033)	Sharp-tailed Grouse, <i>columbianus</i> subspecies	BG IDF PP SBPS SBS	S2S3 (2005)	Blue	G5T3 (2016)			
 <i>Asio flammeus</i> (/pub/eswp/reports.do?elcode=ABNSB13040)	Short-eared Owl	BG BWBS CDF CWH ICH IDF MS PP SBPS SBS SWB	S3B,S2N (2015)	Blue	G5 (2016)	SC (2008)	1-SC (2012)	
 <i>Epargyreus clarus</i> (/pub/eswp/reports.do?elcode=IILEP04020)	Silver-spotted Skipper	CDF CWH ESSF ICH IDF MH MS PP	S3 (2020)	Blue	G5 (2020)			

Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Calcarius pictus</i> (/pub/eswp/reports.do?elcode=ABPBXA6030)	Smith's Longspur	BAFA BG BWBS CDF CMA CWH IDF MS PP SBS SWB	S3S5B (2015)	Blue	G4G5 (2016)			
 <i>Buteo swainsoni</i> (/pub/eswp/reports.do?elcode=ABNKC19070)	Swainson's Hawk	BG BWBS CDF ICH IDF MS PP SBS	S2B (2015)	Red	G5 (2016)			
 <i>Corynorhinus townsendii</i> (/pub/eswp/reports.do?elcode=AMACC08010)	Townsend's Big-eared Bat	BG CDF CWH ICH IDF PP	S3S4 (2015)	Blue	G4 (2016)			
 <i>Bartramia longicauda</i> (/pub/eswp/reports.do?elcode=ABNNF06010)	Upland Sandpiper	BG BWBS CDF CWH ICH IDF SBPS SBS SWB	S2B (2015)	Red	G5 (2016)			
 <i>Reithrodontomys megalotis</i> (/pub/eswp/reports.do?elcode=AMAFF02030)	Western Harvest Mouse	BG IDF PP	S3 (2015)	Blue	G5 (2016)	E (2019)	1-SC (2009)	
 <i>Crotalus oreganus</i> (/pub/eswp/reports.do?elcode=ARADE02140)	Western Rattlesnake	BG IDF PP	S2S3 (2018)	Blue	G5 (2016)	T (2015)	1-T (2005)	
 <i>Plestiodon skiltonianus</i> (/pub/eswp/reports.do?elcode=ARACH01110)	Western Skink	BG ICH IDF PP	S3S4 (2018)	Blue	G5 (2016)	SC (2014)	1-SC (2005)	




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Scientific Name	English Name	Biogeoclimatic Units	Provincial	BC List	Global	COSEWIC	SARA	P
 <i>Anaxyrus boreas</i> (/pub/eswp/reports.do?elcode=AAABB01030)	Western Toad	BG BWBS CDF CWH ESSF ICH IDF PP SBS SWB	S4 (2016)	Yellow	G4 (2008)	SC (2012)	1-SC (2018)	
 <i>Lepus townsendii</i> (/pub/eswp/reports.do?elcode=AMAEB03040)	White-tailed Jackrabbit	BG ESSF ICH IDF IMA MS PP	SX (2015)	Red	G5 (2016)			
 <i>Gulo gulo luscus</i> (/pub/eswp/reports.do?elcode=AMAJF03011)	Wolverine, <i>luscus</i> subspecies	BAFA BWBS CMA CWH ESSF ICH IDF IMA MH MS SBPS SBS SWB	S3 (2010)	Blue	G4T4 (2016)	SC (2014)	1-SC (2018)	

Showing 1 to 59 of 59 entries



Search Criteria

Animals
 AND BC Conservation Status:Red (Extirpated, Endangered, or Threatened) OR Blue (Special Concern)
 OR SARA Schedule 1 Status:True
 OR COSEWIC Status:Endangered OR Threatened
 AND Distribution: Native
 AND Area Of Interest: User Defined Polygon
 AND Habitat Subtypes: Grassland
 Sort Order:English Name Ascending

Notes

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1. Citation: B.C. Conservation Data Centre. 2021. BC Species and Ecosystems Explorer. B.C. Minist. of Environ. Victoria, B.C. Available: <https://a100.gov.bc.ca/pub/eswp/> (<https://a100.gov.bc.ca/pub/eswp/>) (accessed Apr 29, 2021).

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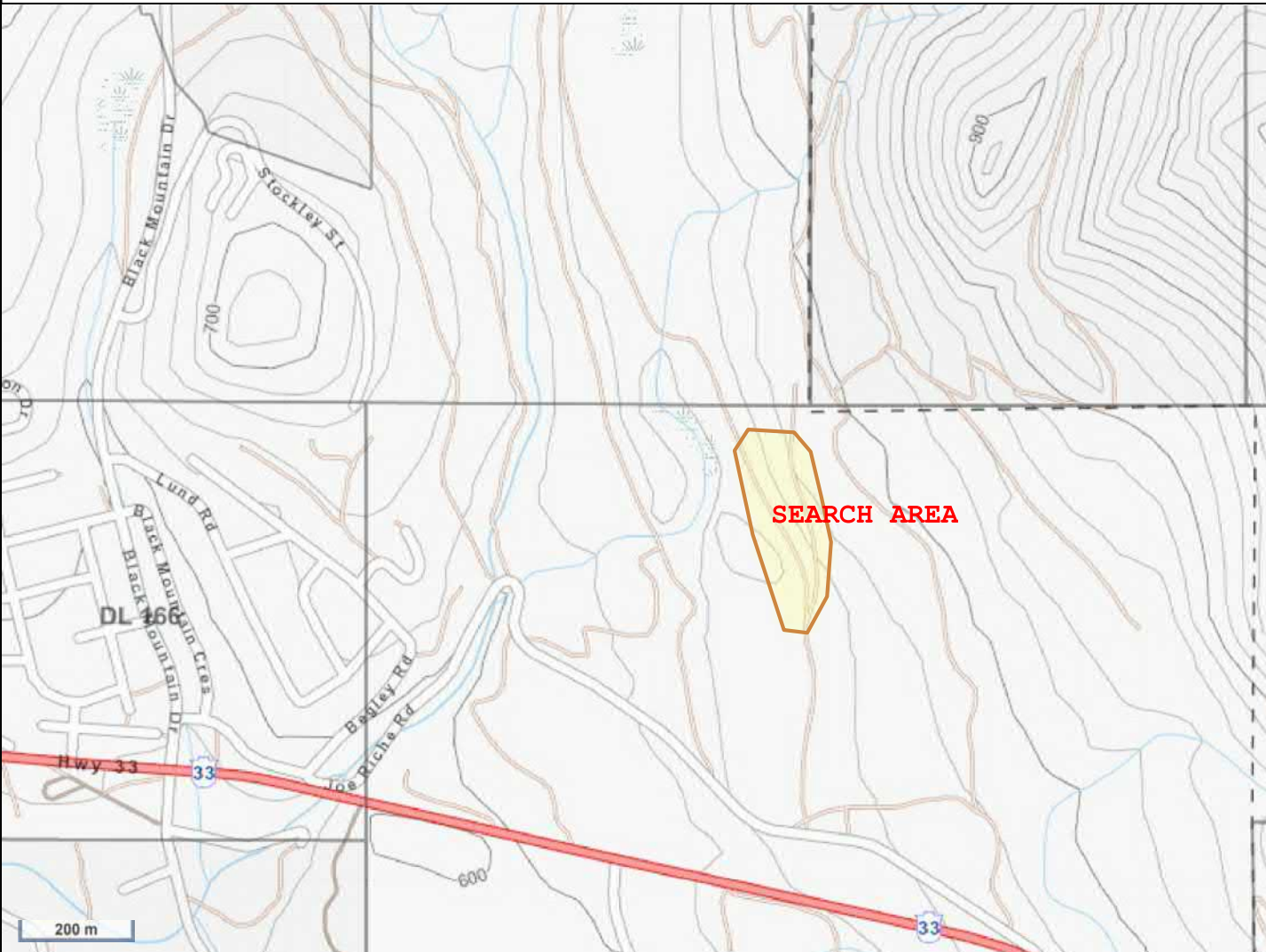
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APPENDIX F

CULTURAL RESOURCES AND ARCHAEOLOGY SEARCH RESULTS

ILRR Archaeological Search Map





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Printed from the ILRR CWM Mapviewer



Legend

- Crown Land Parcels (Tantalis)**
-  Surveyed Parcel Base - Outlined
 -  Surveyed Parcel Base - Legal Descriptions
 - Label Text

ATTACHMENT A

This forms part of application # A23-0001

Planner Initials CD



City of Kelowna
DEVELOPMENT PLANNING

Center: 49°52'23", -119°20'7"
Scale: 1 : 16,927
SRS: EPSC:3857
UTM Zone: 11



Generate Report: Display Options

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Report Description	<input type="text"/>
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City of Kelowna
DEVELOPMENT PLANNING

APPENDIX G



CONTAMINATED SITES SEARCH RESULTS

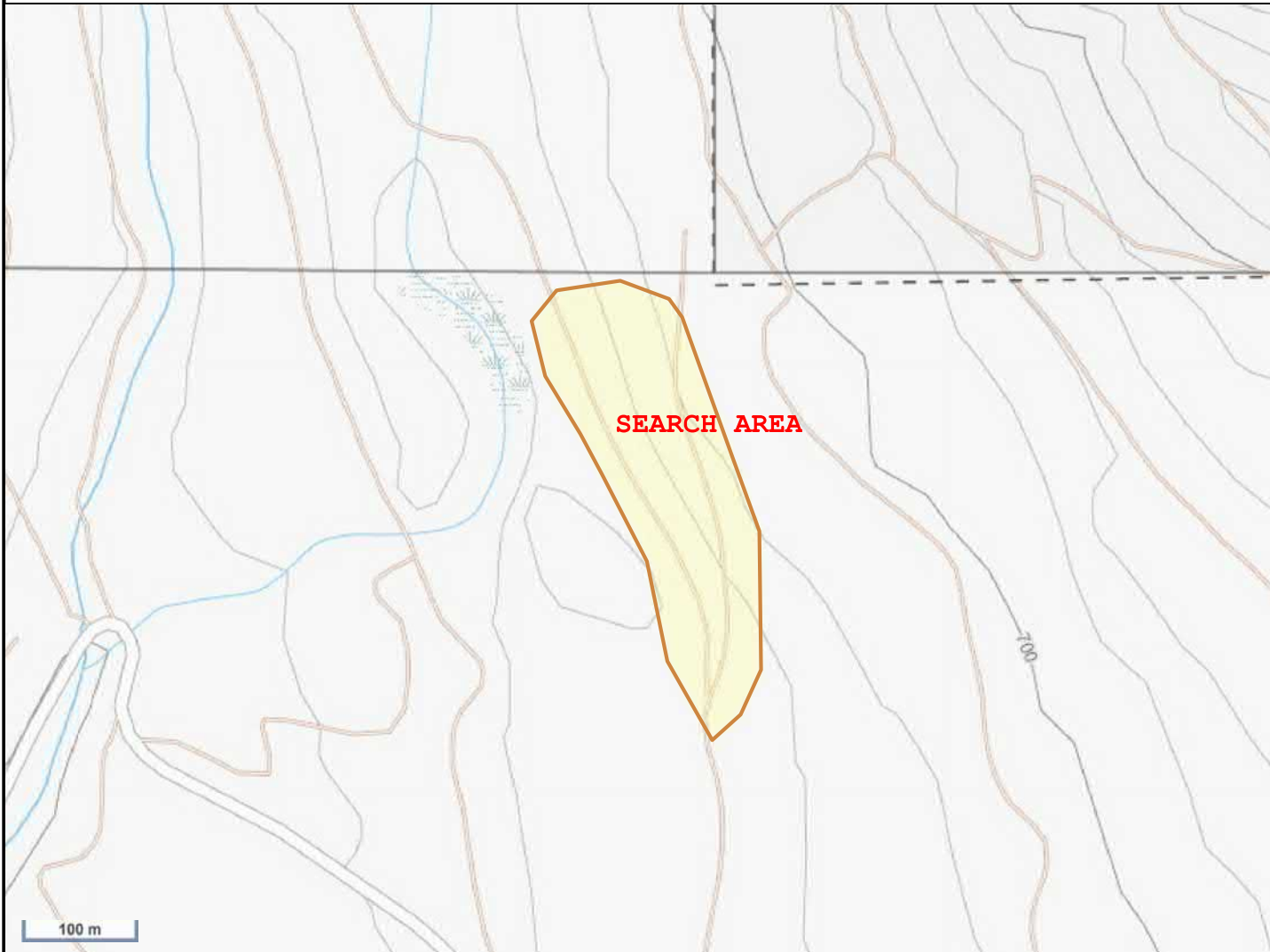
ILRR Contaminated Sites Search Map



Legend

Crown Land Parcels (Tantalis)

-  Surveyed Parcel Base - Outlined
-  Surveyed Parcel Base - Legal Descriptions
- Label Text



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A23-0001




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UTM Zone: 11



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ATTACHMENT A

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A23-0001

Planner Initials CD



City of Kelowna
DEVELOPMENT PLANNING



Office: (250) 765-5169
Fax: (250) 765-0277
www.bmid.ca

File No. 447

March 6, 2023

City of Kelowna
Development Planning Department
1435 Water St
Kelowna, BC, Canada V1Y 1J4

ATTACHMENT		B
This forms part of application		
# A23-0001		
Planner Initials	CD	 City of Kelowna DEVELOPMENT PLANNING

Attention: Corey Davis – Development Tech (Engineering), City of Kelowna
Dear Corey:

RE: A23-0001 Supplemental Letter of Rationale

This letter is intended to serve as a supplemental letter of rationale for the Black Mountain Irrigation District's (BMID) ALC application No. A23-0001: Soil Fill Application for Non-Farm Use. BMID is the registered owner of Lot 8 Plan KAP1991 located at 2458 Joe Riche Road. The property is 117.76 hectares (290.98 acres) and is mostly within the ALR. The property is zoned A1 under City of Kelowna bylaws. BMID is proposing to use approximately 0.6 hectares (1.48 acres) of the property to place up to 34,680 cubic meters of fill material over the course of 10+ years. This letter provides a project background and outlines BMID's commitment to the following objectives:

- 1) *Improve the long-term agricultural capability of the land;*
- 2) *Mitigate environmental and aesthetic impacts;*
- 3) *Maintain safe and unobstructed access to the Black Mountain Regional Park;*
- 4) *Minimize economic burdens placed on BMID's ratepayers.*

Project Background

The fill material is an inert dried sludge produced every year from BMID's Water Treatment Plant (WTP) operations along Mission Creek. BMID's WTP currently serves approximately 26,000 domestic and agricultural customers. The dried sludge is made up of polyaluminum coagulant used for the WTP process and dissolved compounds removed from the Mission Creek source water. Testing and review by a Qualified Professional determined that the dried sludge material is considered non-hazardous under applicable Canadian regulations and guidelines. BMID conducts annual testing of the dried sludge, and the records show consistent results. The dried sludge is not a desirable fertilizer or topsoil, but it is a suitable sub-surface soil for agricultural lands.

BMID has been conducting all sludge disposal activities on the site of the WTP for over two decades. However, the remaining space is limited due to the site's surrounding steep slopes and proximity to Mission Creek. Continuing development and densification in the Black Mountain and surrounding communities increases the demand on BMID's WTP and thus increases the sludge produced from the water treatment plant each year. It is foreseen that Mission Creek will be one of the primary drinking water sources for all of Kelowna in the future. Thus, securing a long-term sludge disposal site is necessary to sustain the community's water supply.

Improve Agricultural Capability of the Land

Under the direction of a Professional Agrologist, BMID will conduct the fill placement activities in a manner which complements adjoining landforms and improves the long-term agricultural capability of the site. The final grade will be covered with original stockpiled topsoil and seeded with an



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www.bmid.ca

File No. 447

appropriate agricultural or native grassland seed mix. BMID is committed to supporting agricultural growth in the Kelowna region by ensuring a sustainable supply of irrigation water and potentially leasing of District lands for farm uses such as grazing or orchards.

Mitigate Environmental and Aesthetic Impacts

The site was selected because of the disturbed nature of adjoining landforms and the proposed fill area being located down and out of view to the public. Each year during fill operations the lifts of fill material will be leveled to prevent sedimentation runoff. Interim weed management will be implemented for adjoining disturbed areas by removing invasive vegetation and seeding with a native grassland mix. The proposed site has significant capacity and future alternative sites will not be required for many years (10+ years).

Alternative sites on the property at 2458 Joe Riche Road would be less desirable due to the undisturbed nature of the lands and proximity to sensitive wetland ecosystems. Furthermore, these alternative sites would be openly visible to residents in the Black Mountain area. Using the landfill as an alternative site would significantly increase the emissions produced from transporting the dried sludge and shorten the lifespan of the landfill unnecessarily.

Maintain Safe Access to Black Mountain Regional Park

BMID is working with RDCO Parks to ensure safe and unobstructed access to the Black Mountain Regional Park is maintained during and after the fill operations. The RDCO has a registered access easement over BMID's lands, and they currently use the easement area for the purpose of accessing the park. Fill placement activities for each year will occur over a short period on few occasions, and scheduling of fill placement works will be coordinated with the RDCO Parks personnel.

Minimize Burden to BMID Ratepayers

Using the landfill as an alternative site would incur significant increased costs for BMID's ratepayers through additional tipping and trucking fees. The proposed site is about 7.5 kilometers one-way from BMID's WTP whereas the landfill is about 21 kilometers one-way through the city. BMID has a responsibility to minimize economic burdens for its ratepayers while tending to the other objectives outlined above.

In summary, disposing dried sludge material is an annual requirement for BMID to provide its customers with clean drinking water. The proposed site is the best available solution for balancing our community's long-term agricultural, environmental, and economic interests. This approach is supported by BMID's Senior Management and Elected Board of Trustees.

BMID appreciates your time and attention taken to review this proposal.

Sincerely,

Brenden Russell EIT
Projects & Development Coordinator
Black Mountain Irrigation District

ATTACHMENT		B
This forms part of application		
# A23-0001		
Planner Initials	CD	

cc. Sandy Mah RPF – Parks Planner, Regional District of Central Okanagan



City of
Kelowna

A23-0001

2458 Joe Riche Road

Application to the ALC for a Soil or Fill Use Application

Proposal

- ▶ To support a Soil or Fill Use application to be forwarded to the ALC for their consideration to allow placement of 34,680 cubic meters of fill resulting from the BMID water treatment facility at Mission Creek.

Development Process

Jan. 16, 2023

Development Application Submitted



Staff Review & Circulation



Apr 3, 2023

Council Consideration



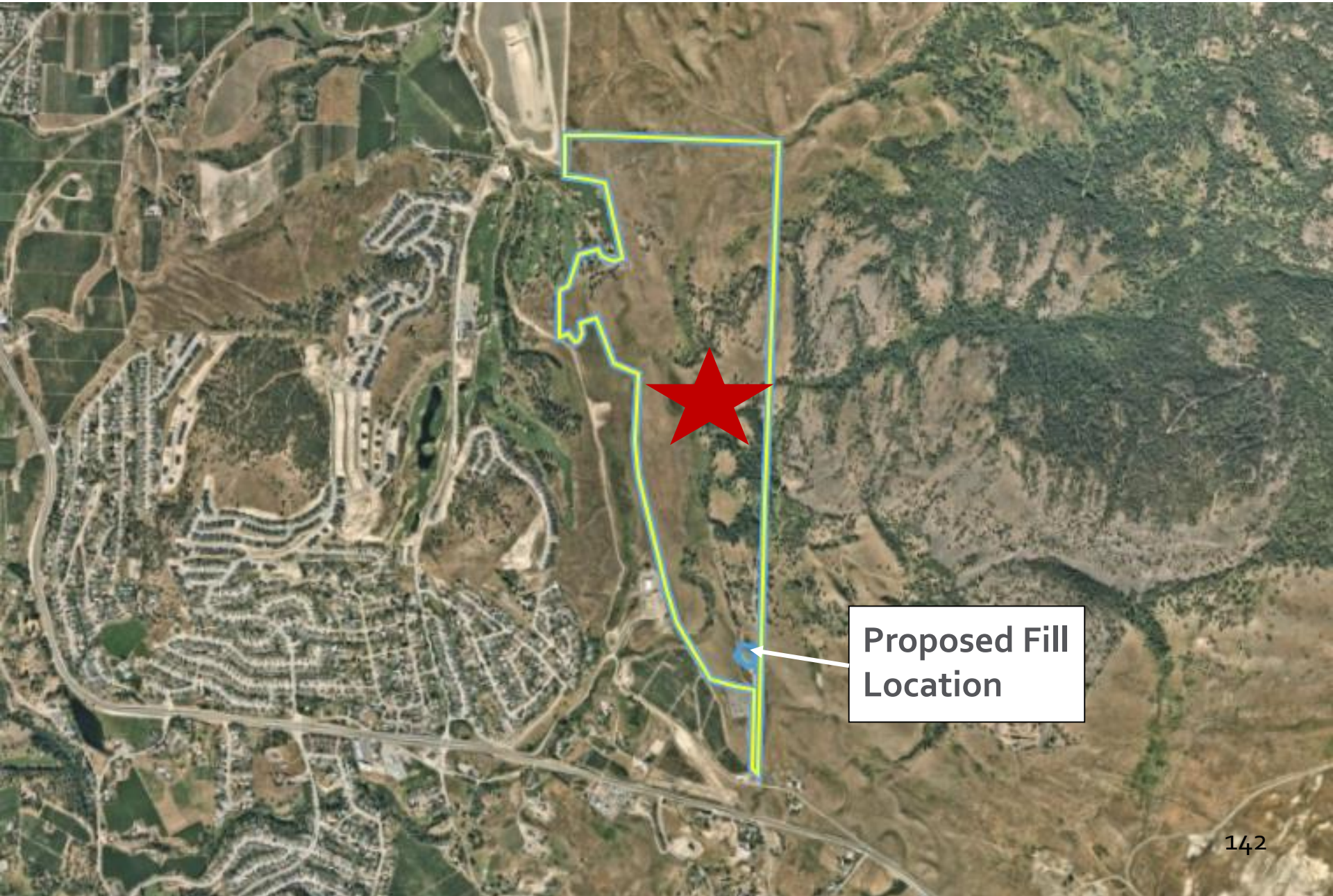
Agricultural Land Commission



Soil Placement Permit (City of Kelowna)

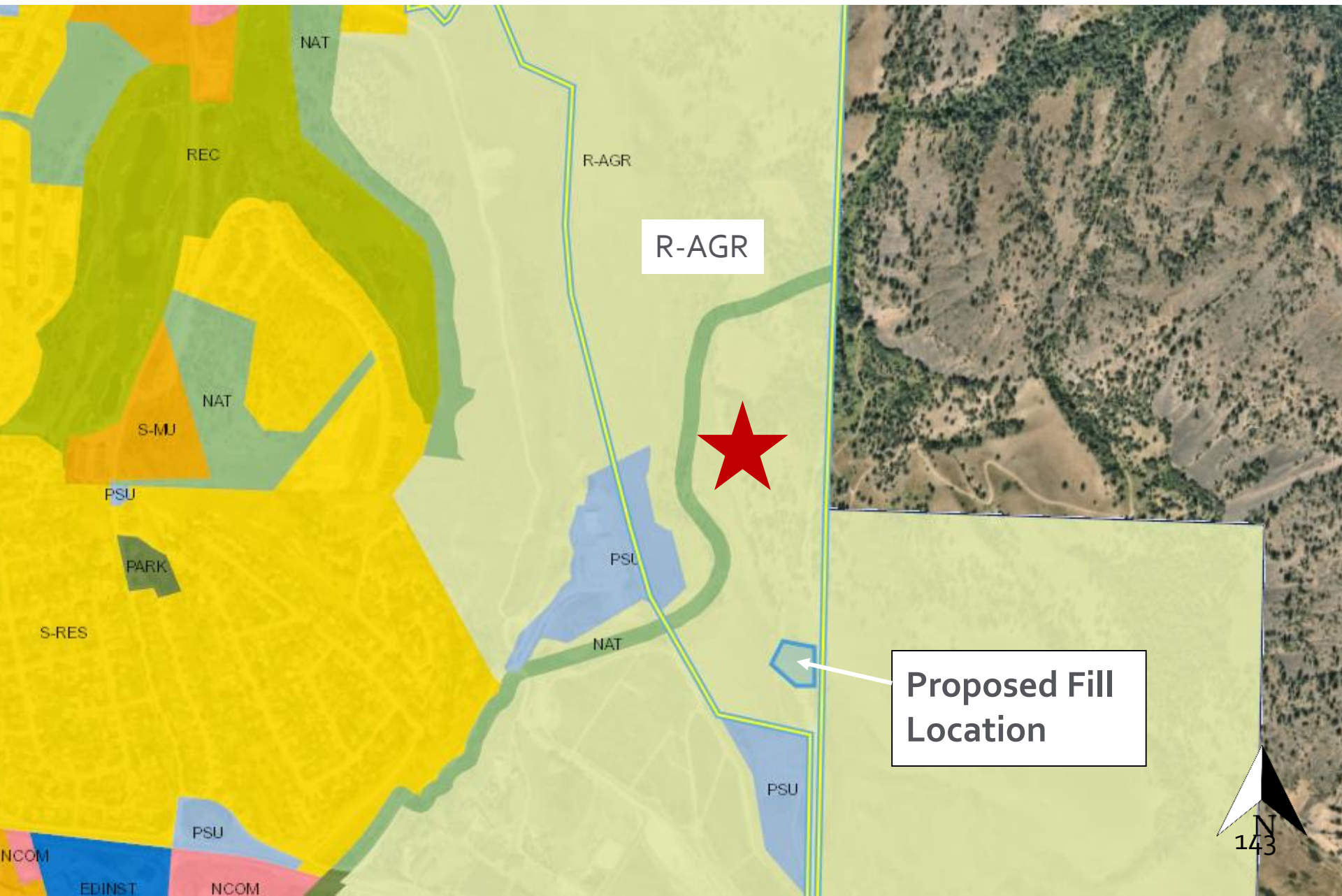


Context Map

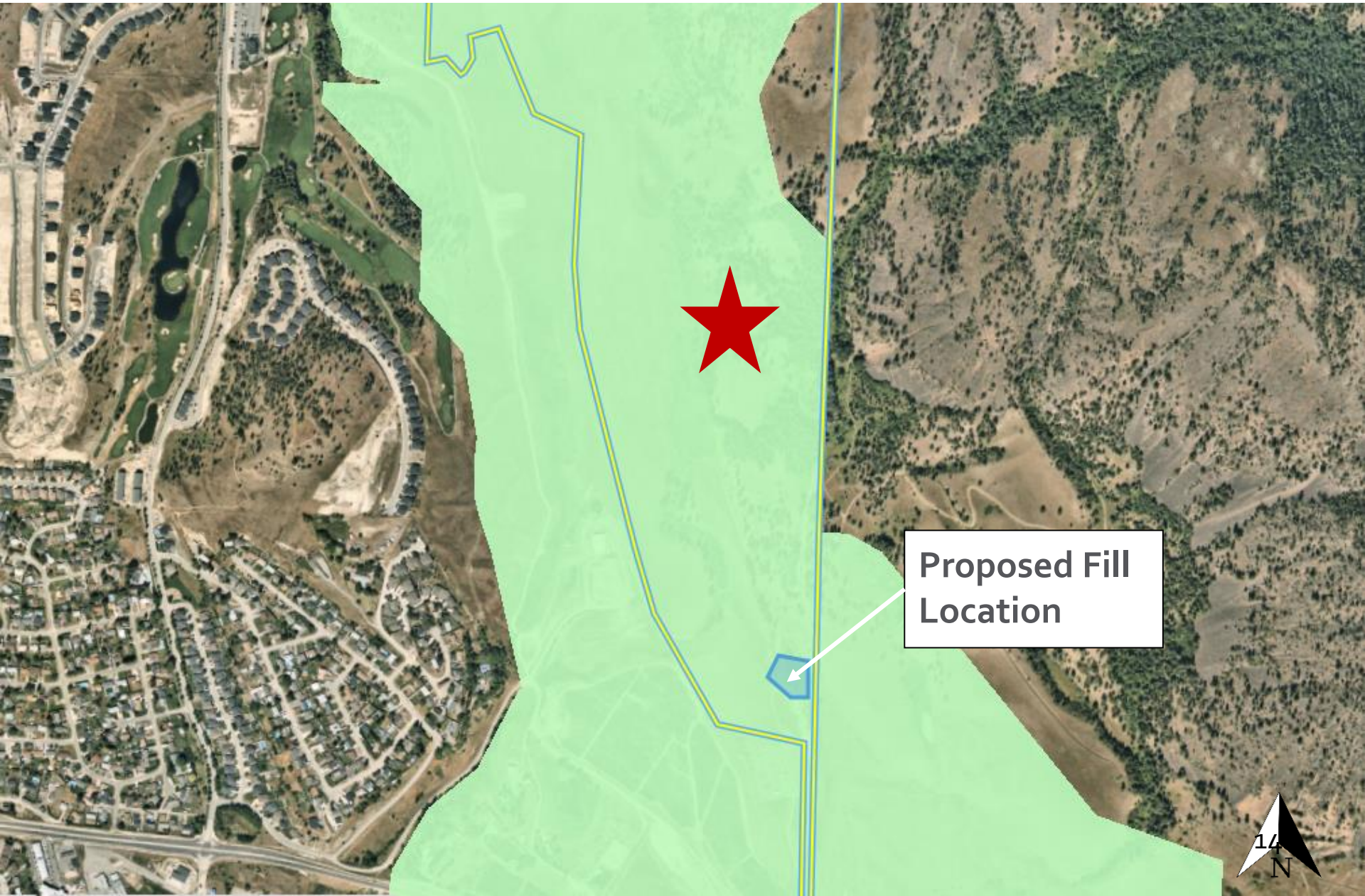


**Proposed Fill
Location**

OCP Future Land Use / Zoning



Agricultural Land Reserve



**Proposed Fill
Location**



Background

- ▶ BMID seeks a long-term solution for placement of sediment material derived from the Mission Creek water treatment facility.
- ▶ The sediment storage area at the Mission Creek water treatment facility is at capacity, so BMID wants to use the subject property as the new storage location.
- ▶ The applicant now seeks support from the City of Kelowna to forward their application to the ALC.

Project details

- ▶ Up to 34,680 cubic meters of fill is proposed to be placed in a shallow depression on the subject property.
- ▶ It is expected take up to 10 years to fill the proposed site depression.
- ▶ The site is currently disturbed.
- ▶ Fill placement to be guided via an Agrologist's prescription to improve the agricultural capability of the site.
- ▶ The finished grade will be flatter to improve the farming capability of the site.

Aerial View – 2021



Subject Property

Proposed Fill Location

The Project Aligns with OCP Policy:

- ▶ Policy 8.1.6 Support for Non-Farm Uses only where:
 - ▶ consistent with Zoning Bylaw and 2040 OCP;
 - ▶ provide significant benefits to agriculture;
 - ▶ accommodated using existing infrastructure;
 - ▶ minimize impacts on agricultural lands;
 - ▶ will not preclude future use for agriculture; and
 - ▶ will not harm adjacent farm operations.

Staff Recommendation

Staff recommend **support** to forward the proposed fill application to the ALC for their consideration.

- ▶ Fill placement to be guided via an Agrologist's prescription.
- ▶ Environmentally sensitive areas are not impacted.
- ▶ There is no impact on City services.
- ▶ The plan aligns with OCP objectives.

REPORT TO COUNCIL



Date: March 20, 2023
To: Council
From: City Manager
Department: Development Planning Department
Application: A23-0002
Owner: Francis and Christina Bowers
Address: 840 Curtis Road
Applicant: Ecoscape Environmental Consultants Ltd.
Subject: Application to the Agricultural Land Commission for a Soil or Fill Use in the Agricultural Land Reserve for the Placement of Fill
Existing OCP Designation: R-AGR – Rural – Agricultural and Resource
Existing Zone: A1 - Agriculture

1.0 Recommendation

THAT Agricultural Land Reserve Application No. A23-0002 for Lot 2 Sections 3 and 10 Township 23 ODYD Plan EPP28406, located at 840 Curtis Road, Kelowna, BC for a Soil or Fill Use in the Agricultural Land Reserve pursuant to Section 20.3 (5) of the Agricultural Land Commission Act, be supported by Council;

AND THAT Council directs staff to forward the subject application to the Agricultural Land Commission for consideration.

Purpose

To support an application to the Agricultural Land Commission to allow for a Soil or Fill Use in order to reclaim land for agriculture.

Development Planning

The applicant is seeking Agricultural Land Commission (ALC) approval to allow placement of soil within a 1.7 hectare area to raise the grade high enough above the water table to enable the growth of wine grapes and sweet cherries. The work requires the importation of fill material to raise the land above the water table to improve soil conditions, reduce frost pockets and reduce the existing high salinity and pH of the soil.

The ALC has determined that Soil and Fill Use applications that are not expressly allowed under the Agricultural Land Reserve Regulation may not proceed to the ALC for permit review unless authorized by a resolution of the local government. There are several common reasons why the ALC will not accept fill applications without first obtaining consent from local government, which are as follows:

- Applicants were initially caught placing fill without permits from the ALC.

- The fill may not aid the farm/farming activity.
- Work is planned to extend beyond two years.
- A waterway may be fouled, obstructed, or impeded.
- The agricultural capability of the land may be degraded.
- Fill placement has not been demonstrated as the only means available to address implementation of standard agricultural best practices.

In this particular instance, the ALC will not accept this proposal directly, since the applicant placed fill without having ALC approvals in place. Subsequently, the applicant has hired a professional agrologist to prepare a plan to seek ALC support for a fill application to improve the agricultural capability of the site. As a result, staff support this Soil or Fill Use proposal to be sent to the ALC for their consideration.

2.0 Proposal

2.1 Background

Previous owners of the subject property received ALC authorization to fill the land to improve the farming capability of the site for a hay pasture. The fill work was completed with ALC authorization and the application was completed and closed. In 2021 the subject property was sold to the current owners. Unfortunately this fill area flooded again and the new owners started bringing in more fill without another ALC authorization. This prompted a stop work order by the ALC and City of Kelowna until further ALC authorizations could be obtained.

2.2 Project Description

The applicant proposes to cultivate approximately 1.7 hectares of the subject property for wine grapes and sweet cherries, which requires the importation of fill material to improve the soil conditions and textures as recommended by a professional agrologist. Additionally, the fill will raise the grade of the land to prevent future flooding and water saturation from Roberts Lake, which has caused the soils to have high salinity and pH that is not conducive for grape and cherry growing.

Approximately 21,135 cubic meters of fill material up to a maximum of 2 meters in depth (within low pockets of the site), is proposed to be placed within a 1.7 hectare area of the property. The fill material will be clean and suitable for agricultural cultivation, with a soil texture ranging from sandy loam to silt loam and must not include heavy clays or excessively stony soils. A drainage and water management plan will be prepared by a Professional Engineer to ensure water is appropriately managed on and offsite – so as not to negatively impact other properties.

Fill placement is planned to commence as soon as possible upon receipt of ALC and City of Kelowna permits and is not to exceed a period of six months. The fill will be transported by 13 yard dump trucks, with access to the property via Curtis Road. All fill sources will be sampled and analyzed by an accredited lab according to the BC Contaminated Sites Regulation standards for agriculture and ALC Bylaw No. 2 and evaluated by a Qualified Professional Agrologist prior to placement. Grading of the fill will match existing grades of neighbouring properties and fill slopes will be a maximum of 28% to enable tractor access in all areas. Planting of wine grapes and sweet cherries will commence following completion of fill placement and establishment of an irrigation system.

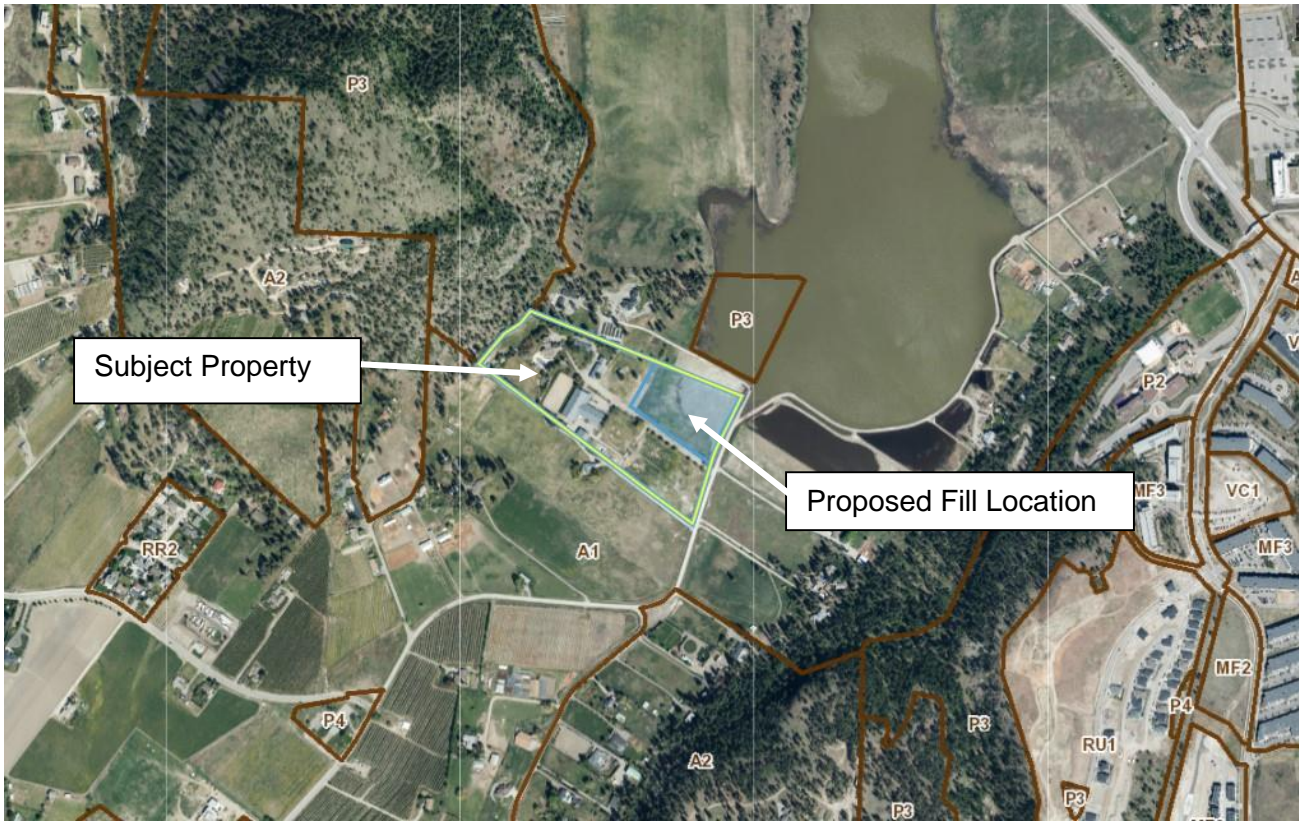
Site Context

The subject property is located in the McKinley Official Community Plan Sector near the end of Curtis Road and approximately 37 meters from Roberts Lake. The parcel is within the Agricultural Land Reserve with a Future Land Use of Rural – Agricultural and Resource (R-AGR) and is zoned A1 – Agriculture.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	A1 - Agriculture	R – AGR – Rural – Agricultural and Resource
East	A1 - Agriculture	R – AGR - Rural – Agricultural and Resource
South	A1 - Agriculture	R – AGR - Rural – Agricultural and Resource
West	P3 – Parks and Open Space	R – AGR - Rural – Agricultural and Resource

Subject Property Map: 840 Curtis Road



3.0 Current Development Policies

Objective 8.1 Protect and preserve agricultural land and its capability (Chapter 8: Rural Lands)	
Policy 8.1.6 Non Farm Uses	<p>Restrict <u>non-farm uses</u> that do not directly benefit agriculture except where such <u>non-farm uses</u> are otherwise consistent with the goals, objectives and other policies of this OCP. Support <u>non-farm use</u> applications only where approved by the <u>ALC</u> and where the proposed uses:</p> <ul style="list-style-type: none"> • Are consistent with the Zoning Bylaw and the 2040 OCP; • Provide significant benefits to local agriculture; • Do not require the extension of municipal services; • Will not utilize productive <u>agricultural lands</u>; • Will not preclude future use of the lands for agriculture; and • Will not harm adjacent farm operations.
	<p>The agricultural capability of the proposed fill placement area is Class 4 (limitations that require special management practices or severely restrict the range of crops, or both), due to the high water table and flooding from Roberts Lake. Site reclamation will be undertaken in general conformance with best practices as directed by a qualified professional, to improve agricultural capability to Class 2 or 3.</p>

4.0 Technical Comments

4.1 Development Engineering Department

There is a legacy of flood-impacted properties in the Roberts Lake Basin; any property owner depositing fill into the Roberts Lake floodplain may be pushing the flood hazard to neighbouring properties. In the absence of a coordinated basin-wide flood plan, approval of individual applications should consider potential flood hazard impacts to neighbouring properties prior to approval.

4.2 Ministry of Agriculture and Food

We recommend that the application be forwarded to the Agricultural Land Commission (ALC) for decision as ALC staff have the required expertise to be able to evaluate all of the materials provided by the applicant.

4.3 Glenmore Ellison Improvement District

No concerns

5.0 Application Chronology

Date of Application Received: January 26, 2023

Report prepared by: Corey Davis, Development Technician
Reviewed by: Dean Strachan, Community Planning & Development Manager
Reviewed by: Terry Barton, Development Planning Department Manager
Approved for Inclusion: Ryan Smith, Divisional Director, Planning & Development Services

Attachments:

Attachment A: Agricultural Assessment - 840 Curtis Road

This forms part of application

A23-0002

Planner
Initials **CD**



AGRICULTURAL ASSESSMENT 840 Curtis Road, Kelowna, BC



Prepared For:
Frances & Christina Bowers

Prepared By:
Ecoscape Environmental Consultants Ltd.

August 2022



840 CURTIS ROAD, KELOWNA, BC

PLAN EPP28406 LOT 2 SECTION 10 & 3 TOWNSHIP 23

Agricultural Assessment

Prepared For:
Frances & Christina Bowers
c/o: Tina Bowers Wood
840 Curtis Rd, Kelowna, BC
VIA email: tinab@bowersmedical.com

Prepared By:
ECOSCAPE ENVIRONMENTAL CONSULTANTS LTD.
#102 – 450 Neave Court
Kelowna, BC V1V 2M2

August 30, 2022

File No. 22-4398

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FIGURE 1	Site Location
FIGURE 2	Proposed Works
FIGURE 3	Soils & Agricultural Capability
FIGURE 4	Digital Elevation Model Analysis

APPENDICES

APPENDIX A.....	ALC NOI 60660
APPENDIX B.....	Agrologist Report by Pearl Agricultural Consulting
APPENDIX C.....	A & L Canada Laboratories Inc. Results
APPENDIX D.....	Site Photos

1.0 INTRODUCTION

1.1 Background

Ecoscape Environmental Consultants Ltd. (Ecoscape) has been retained by Frances & Christina Bowers (client) to complete an agricultural assessment ("*Agrologist Report*") at 840 Curtis Rd, Kelowna, BC (subject property), to fulfill the requirements of an Agricultural Land Commission (ALC) Notice of Intent (NOI) application for fill placement for the purposes of farm use.

The subject property is 18.483 acres (7.5 ha), legally described as Plan EPP28406 Lot 2 Section 10 & 3 Township 23, PID: 029-111-048 (**Figure 1**), located within the municipality of the City of Kelowna (COK), bounded by Curtis Road to the southeast, Robert Lake to the northeast, and rural residential agricultural properties to the north, south, east and west. COK municipal zoning of the subject property is A1 (agriculture) and mapping provided by the ALC indicates the property is located entirely within the Agricultural Land Reserve (ALR). There is an existing single-family residence, pastures, stables, and sheds on the subject property, and agricultural use currently includes horses and pastures, including: 17 horses, 1 full stable, 1 storage barn with ¼ used for stabling, 12 pastures, and a hobby vegetable garden.

A previous ALC NOI (60660) (**Appendix A**) had been issued under previous ownership for the subject property and neighbouring property at 950 Curtis Rd, for fill placement to raise the grade of the driveway at 950 Curtis Rd to prevent recurrent flooding from Robert Lake, and subsequently develop land on the border of both properties for a hay pasture. Fill placement under this NOI was completed in May 2021 and a closure report was sent to the ALC. The subject property was purchased by the current landowner, the client, in November 2021. The hay pasture is currently an empty field, as the field flooded in the fall of 2021.

Robert Lake is approximately 20 - 30 meters from the subject property boundary, depending on lake levels. It is an alkaline lake with a history of recurrent flooding on the property, therefore there is a likelihood of high salinity and pH in the soils, as evidenced by recent photographs and a previous agricultural assessment produced by Pearl Agricultural Consulting (**Appendix B**). As part of the previous assessment, soil samples were taken from three (3) locations on the subject property and laboratory analysis indicated high pH and water saturation, particularly in the bottom low portions of the proposed fill area (**Appendix C; Figure 2**).

1.2 Proposed Works

The client intends to cultivate approximately 17,335 m² (1.7 ha) of the subject property which is currently a vacant field (**Figure 2**) for wine grapes (*Vitis vinifera*) and sweet cherries (*Prunus avium*), and requires the importation of additional fill material to improve the soil conditions and textures, as recommended by Pearl Agriculture, raise the grade to prevent future flooding from Robert Lake, reduce frost pockets, and reduce salinity and pH as well as water saturation in areas prone to flooding.

The purpose of this report is to satisfy the ALC NOI application and City of Kelowna Soil Development Permit requirements for the importation of additional fill on the subject property. This report provides an overview of existing conditions on the subject property and a farm plan for

the proposed fill placement and remediation works, as described below. The proposed fill placement area is shown on **Figure 2**. The proposed works entail the following:

1. Placement of approximately **21,135 m³** of fill material, up to a maximum of **2 m** in depth, within a placement area of approximately **17,335 m²**. The proposed fill material will be clean fill, suitable for agricultural cultivation, with a soil texture ranging from sandy loam to silt loam, free of contaminants and foreign materials, and must not include heavy clays or excessively stony soils.
2. Retention of existing topsoil on the property, where feasible. For example, it is not recommended that topsoil with high pH, salinity, or heavy clays is retained.
3. Reseeding of any disturbed areas or exposed slopes which are not proposed for cultivation, using an agricultural grass seed mix, to prevent invasive species and noxious weed growth within the subject property. The seed mix must include only species which are native to the Okanagan and non-invasive.
4. Screening of the top 15 cm of fill to remove rocks.
5. Fill placement is planned to commence as soon as possible upon the receipt of the appropriate permits and approvals, and is expected to complete by December 2023.
6. Fill will be transported by 13-yard dump trucks, with access to the property off of Curtis Rd. Trucking records will be maintained to include truck operator (name and business license), date of fill placement, volume of fill, and source location. Heavy equipment (i.e. graders) will be used to distribute the fill material.
7. Dust suppression practices and/or restrictions on the placement of fill and related vehicle traffic must be applied when necessary to minimize air-borne dust from traffic on the access road.
8. All fill sources will be sampled and analyzed by an ISO/IEC17025:2017 accredited lab according to the BC Contaminated Sites Regulation (CSR) standards for agriculture and the ALC Bylaw No.2 and evaluated by a Qualified Professional in Agrology (P.Ag.) to ensure fill meets the CSR and ALC standards prior to fill placement. Approved Phase I or Phase II ESA studies conducted recently by a qualified professional will also be acceptable in addition to a soil inspection by a P.Ag.
9. Planting of wine grapes (*Vitis vinifera*) and sweet cherries (*Prunus avium*), will commence following completion of fill placement and establishment of an irrigation system. Plants will be sourced from Bylands Nursery.

1.3 Land Use of Surrounding Properties

Land use in the surrounding area is largely rural, with neighboring agricultural operations and residential homes on private lands (**Table 1**).

TABLE 1. Land use of surrounding properties.

Direction	Zoning*	Ownership	Land Cover/Use
North	A1	Private	Agriculture/Rural Residential
South	A1	Private	Agriculture/Rural Residential
East	A1	Private	Agriculture/Rural Residential
West	A1	Private	Agriculture/Rural Residential

*A1 = Agriculture

2.0 SITE ASSESSMENT AND METHODOLOGY

A site inspection of the subject property and review of surrounding lands was carried out by Theresa Loewen, M.Sc., P.Ag., on August 3, 2022. Site photos are included in **Appendix D**. During the site visit, a soil stockpile was sampled for laboratory analysis. One (1) composite soil sample was collected.

The soil sample was collected using pre-labelled, sealed bottles designed for sampling trace metals with the appropriate preservatives pre-measured in vials. Bottles were provided by CARO Analytical Services, an ISO/IEC17025:2017 accredited lab. No visible evidence of contamination, debris, sediment sloughing, or runoff was observed at the time of the site visit. All field sample preservation methods prescribed by CARO were observed. The collected sample was immediately placed in a cooler with ice packs and delivered to CARO within 2 hours of the sampling event.

2.1 Soil Sample Results

The soil sample was processed by CARO Analytical Services, an ISO/IEC17025:2017 accredited lab, and analyzed against the standards of the BC Contaminated Sites Regulation (CSR) for Agriculture. Parameters analyzed included common contaminants and metals, according to the BC Contaminated Sites Regulation (CSR) standards for residential and agricultural properties.

The results are displayed below in **Table 2**. The results show that the sample is slightly in exceedance of CSR agricultural parameters for arsenic and iron. Arsenic in soils is commonly from human use, such as pesticides or waste disposal. It is possible that within the history of the property, such human use has contributed to the exceedance given its agricultural use. Iron is a common element found in soils and many naturally occurring factors can contribute to excess iron.

The soil texture is silty clay, and soil pH is 7.51. A value of 7 is neutral, less than 7 acidic and greater than 7 alkaline. According to vineyard extension resources from Washington State University (2021), a soil pH in the range 5.5 to 6.5 is considered optimum for grapes and generally has better nutrient balance for plant growth than soils that are more acidic or alkaline. Vines will grow from pH 4.0 to 8.5, but a pH below 5.5 and above 8 will depress yields and create vine problems. Soil pH affects the availability of nutrients and microbial activity in the soil. The availability of many micronutrients (Mn, Cu, Zn and B, for example) decreases as soil pH increases. Soil pH often drifts down over time with the use of fertilizers and sulfur. Soil amendments may need to be made to adjust soil texture, pH, and nutrient levels. For tree fruits, soil pH targets are slightly higher, between 6.8 – 7.2 (Pearl Agricultural Consulting, 2021). Native soils on the property have a pH in the range of 7.7 – 8.5 (Pearl Agricultural Consulting, 2021).

TABLE 2. Soil Sample Results from 840 Curtis Rd.

Analyte	Units	MRL	CSR AL Standard	Results
General Parameters				
Moisture	% wet	1	N/A	3.6
pH (1:2 H2O Solution)	pH units	0.1	N/A	7.51
Texture	-	-	-	Silty Clay
Polycyclic Aromatic Hydrocarbons (PAH)				
Acenaphthene	mg/kg	0.05	950	<0.050
Acenaphthylene	mg/kg	0.05	N/A	<0.050
Anthracene	mg/kg	0.05	2.5	<0.050
Benz(a)anthracene	mg/kg	0.05	0.1	<0.050
Benzo(a)pyrene	mg/kg	0.05	5	<0.050
Benzo(b)fluoranthene	mg/kg	0.05	N/A	<0.050
Benzo(b+j)fluoranthene	mg/kg	0.05	0.1	<0.050
Benzo(g,h,i)perylene	mg/kg	0.05	N/A	<0.050
Benzo(k)fluoranthene	mg/kg	0.05	0.1	<0.050
2-Chloronaphthalene	mg/kg	0.05	1500	<0.050
Chrysene	mg/kg	0.05	200	<0.050
Dibenz(a,h)anthracene	mg/kg	0.05	0.1	<0.050
Fluoranthene	mg/kg	0.05	50	<0.050
Fluorene	mg/kg	0.05	600	<0.050
Indeno(1,2,3-cd)pyrene	mg/kg	0.05	0.1	<0.050
1-Methylnaphthalene	mg/kg	0.05	250	<0.050
2-Methylnaphthalene	mg/kg	0.05	60	<0.050
Naphthalene	mg/kg	0.05	0.6	<0.050
Phenanthrene	mg/kg	0.05	0.1	<0.050
Pyrene	mg/kg	0.05	0.1	<0.050
Quinoline	mg/kg	0.05	2.5	<0.050
Strong Acid Leachable Metals				
Aluminum	mg/kg dry	40	40000	26000
Antimony	mg/kg dry	0.1	20	0.48
Arsenic	mg/kg dry	0.3	10	15.2
Barium	mg/kg dry	1	350	214
Beryllium	mg/kg dry	0.1	1	0.78
Boron	mg/kg dry	2	8500	5.2
Cadmium	mg/kg dry	0.04	1	0.278
Chromium	mg/kg dry	1	100	54.2
Cobalt	mg/kg dry	0.1	25	16.8
Copper	mg/kg dry	0.4	75	43.2
Iron	mg/kg dry	20	35000	36500
Lead	mg/kg dry	0.2	120	43.8
Lithium	mg/kg dry	0.1	30	22.6
Manganese	mg/kg dry	0.4	2000	710

Analyte	Units	MRL	CSR AL Standard	Results
Mercury	mg/kg dry	0.04	10	<0.040
Molybdenum	mg/kg dry	0.1	3	0.86
Nickel	mg/kg dry	0.6	70	47.6
Selenium	mg/kg dry	0.2	1	0.32
Silver	mg/kg dry	0.1	20	0.16
Strontium	mg/kg dry	0.2	9500	89.4
Thallium	mg/kg dry	0.1	2	0.26
Tin	mg/kg dry	0.2	5	1.01
Tungsten	mg/kg dry	0.2	15	<0.20
Uranium	mg/kg dry	0.05	15	1.19
Vanadium	mg/kg dry	1	100	64.3
Zinc	mg/kg dry	2	150	100

Notes:

Criteria from the BC Contaminated Sites Regulation (CSR), enacted in 1997, and includes up to Stage 11 Amendments

AL = Agricultural Standards

MRL = method reporting limit

✘ Indicates parameter exceeds BC CSR AL Standards

3.0 AGRICULTURAL CAPABILITY AND SOIL CHARACTERISTICS

3.1 Land Capability Classification for Agriculture in British Columbia

The British Columbia Soil Information Finder Tool (BC SIFT) was accessed on August 17, 2022 to query soil survey and agricultural capability data for the subject property. Agricultural capability polygons present within the subject property can be seen in **Table 3** and **Figure 3**.

TABLE 3. Agricultural capability ratings within the subject property (BC SIFT, 2022).

Polygon	Unimproved Class ¹	Subclass 1 ²	Subclass 2	Improved Class	Composition
Westbank	4	A	D	3D	100%

¹ Class 1 land has minimal limitations when associated with the most amenable climates in the Province. In Class 2 to Class 5, the limitations increase. Class 6 lands have limitations that preclude arable agricultural activities yet are capable of sustaining native and/or perennial uncultivated agriculture. Class 7 lands have limitations that preclude all arable and natural grazing agricultural systems, regardless of the climate.

² A = soil moisture deficiency, D = undesirable soil structure

In BC, agricultural capability ratings and limitations are assessed through a classification system which describes seven land capability classes for agriculture (Classes 1 to 7)¹. The land capability classification for agriculture has two main components: the capability class and the capability subclass, where the class identifies the potential for agriculture, and the subclass identifies limitations or special management practices needed to improve the soil, such as topography, stoniness, soil moisture deficiency, low fertility, etc. The best agricultural lands are rated Class 1 because they have the ideal climate and soil to allow a farmer to grow the widest range of crops.

¹ [Agricultural Land Commission](#) June 2022.

Class 7 is considered non-arable, with no potential for soil bound agriculture. As the class numbers increase from Class 1 to Class 7, the range of crops decreases. Regular management practices required to make land productive include, drainage, irrigation, stone picking, fertilization etc¹.

100% of the subject property is classified as Westbank soils of Class 4 (limitations that require special management practices or severely restrict the range of crops, or both), with limitations of soil moisture deficiency (A) and undesirable soil structure (D) (**Figure 3**). Improved ratings include Class 3 with limitations of undesirable soil structure.

Given the history of flooding from alkaline Robert Lake and potential high water table in the area, it is recommended that additional limitations consider inundation (I), salinity (N), and excess water (groundwater) (W).

3.2 Soil Classification

Several glacial advances and retreats together with glaciofluvial action have produced a variety of deposits and sediments that form most of the soil parent materials within the area (Wittneben, 1986).

The British Columbia Soil Information Finder Tool (SIFT) was accessed on August 17, 2022 to query the soil survey data, and the following information for surficial deposits within the area of the subject property is listed below in **Table 4**.

Soil Name	Texture	Drainage	Deposition Mode	Classification	Percent Composition
Westbank	Silty Clay	Moderately Well Drained	Glaciolacustrine	Orthic Gray Luvisol	100%
Westbank	Heavy Clay	Well Drained	Glaciolacustrine	Orthic Gray Luvisol	100%

The Westbank Soil Group²

Westbank soils are classified as Orthic Gray Luvisol, with common horizons of LFH, Ae, AB, Bt, C, or Ck. These soils have the properties specified for the Luvisolic order and the Gray Luvisol great group. They have well-developed Ae and Bt horizons and usually have organic surface horizons. Faint mottling may occur immediately above or within the Bt horizon. Orthic Gray Luvisol have an Ae horizon with a chroma of less than 3 unless the chroma of the parent material is 4 or more, and a Bt horizon, but lack a Bf horizon and a fragipan. They may have a dark-colored, mineral-organic surface horizon (Ah or Ahe) less than 5 cm thick. They may have an Ap horizon, but its dry color value must be 5 or higher. They have distinct mottling, that indicates gleying does not occur within 50 cm of the mineral surface. Prominent mottling does not occur at depths of 50-100 cm.

² British Columbia Soil Information Finder Tool (BC SIFT), 2022

Westbank soils are generally characterized by native soil profiles undisturbed by agriculture with 0% coarse fragments by volume, where the water table is present in the soil during an unspecified period. Root restrictions occur in the third layer with an undifferentiated restriction.

Parent materials are glaciolacustrine deposits which can be found where there is evidence that the lacustrine materials were deposited in contact with glacial ice (kettles or an otherwise irregular surface that is neither simply the result of normal settling and compaction in silt nor the result of piping; slump structures resulting from loss of support caused by melting of retaining ice; presence of numerous ice-rafted stones in the lacustrine silts). The deposits are calcareous and saline.

According to Wittneben (1986), Westbank soils consist of fine to moderately fine textured glaciolacustrine deposits. Surface and subsurface textures are silty clay loam, clay loam, or clay. Subsoil textures are clay or heavy clay but may become sandy below about 200 cm. Westbank soils are moderately well drained, slowly pervious, and have high water holding capacity. Soils are moderately suited for agriculture, although dense, clayey subsoils inhibit root growth and water movement. Tree fruits, grapes, and hay or pasture are most commonly cultivated in these soils. Pudding and structure degradation can occur if the soils are cultivated when wet.

4.0 CLIMATE

The subject property occurs within the Okanagan Very Dry Hot Ponderosa Pine (PPxh1) biogeoclimatic zone that is described by the Biogeoclimatic Ecosystem Classification (BEC) program (Lloyd et al. 1990). The PPxh1 is the driest forested zone in British Columbia, occurring only at lower elevations in the southern valleys of BC, at the northern extent of a much larger range than runs through eastern Washington and Oregon. Areas of the PPxh1 zone have cool winters with low snowfall, and hot, dry, summers with growing-season moisture deficits resulting in a mosaic of open forest and grassland ecosystems (Haney & Iverson, 2012).

Climate data for the subject property indicates the site is well suited for agricultural development, with 169 frost free days, an average of 2,236 growing degree days above 5 °C, mean annual precipitation of 341 mm, and summer heat moisture index of 132 (BC SIFT, 2022).

5.0 DRAINAGE & TOPOGRAPHY

Drainage within the subject property is moderately well drained, where water is removed from the soil somewhat slowly in relation to supply. Excess water is removed somewhat slowly due to low perviousness, shallow water table, lack of gradient, or some combination of these. Soils have intermediate to high water storage capacity (5-6 cm) within the control section and are usually medium to fine textured. Precipitation is the dominant water source in medium to fine textured soils; precipitation and significant additions by subsurface flow are necessary in coarse textured soils.

The subject property has slopes between 0 – 80% (**Figure 4**). Within the proposed fill placement area, slopes are approximately 0 – 8%. Fill placement in this area is meant to raise the grade to reduce potential flooding from Robert Lake, and improve existing soil conditions to support tree fruit and grape production.

6.0 FARM PLAN

Previous fill was placed on the subject property under ALC NOI 60660 to develop the land for a hay pasture. Property ownership changed hands in November 2021, and the new landowner intends to cultivate approximately 17,335 m² (1.7 ha) of the subject property for wine grapes (*Vitis vinifera*) and sweet cherries (*Prunus avium*), and requires the importation of additional fill material to improve the soil conditions and textures, raise the grade to prevent future flooding from Robert Lake, reduce frost pockets, and reduce salinity and pH as well as water saturation in areas prone to flooding.

7.0 POTENTIAL ENVIRONMENTAL IMPACTS OF FILL PLACEMENT

Ecoscope has not completed an environmental impact assessment for this project. Ecoscope anticipates that, with due diligence and the appropriate mitigation measures in place, the risks for adverse impacts from fill placement to the environment and surrounding area can be appropriately mitigated.

Ecoscope recognizes that the proposed works could result in the following potential impacts:

- Potential for the release of deleterious substances (e.g., fuel, oil, concrete, hydraulic fluid) to the environment during the proposed works or as a result of improper storage, equipment re-fueling, and/or poorly maintained equipment.
- Potential for the release of sediment due to improper containment measures or lack of attention to detail during the placement of materials using heavy equipment.
- Disturbance beyond the proposed footprint if not clearly marked or identified before and during the works. Clear and visible fencing or flagging around the site will aid in preventing disturbance outside of the proposed works area.
- Potential for the establishment of invasive plant species during disturbance of land within the study area. An agricultural seed mix should be used to revegetate any disturbed area from the proposed works and must not include any invasive grass species or species not native to the Okanagan.
- Potential for sediment accumulation on road surfaces and noise disturbances to surrounding residents from fill placement traffic.

The following Best Management Practices and Mitigation Measures should be adhered to in order to protect potential aquatic and terrestrial life.

8.0 BEST MANAGEMENT PRACTICES AND MITIGATION MEASURES

Recommendations to avoid or minimize the potential impacts that may arise during the proposed fill placement works are summarized below and based on Best Management Practices of the Province of BC and the Agricultural Land Commission.

Best Management Practices (BMPs) must be adhered to throughout construction to mitigate the risk associated with the proposed works. The most relevant best management practices that should be adhered to during the proposed works include:

- All works should generally conform to the Develop with Care Guidelines (2014) and other standard Best Management Practices for British Columbia found at: <https://www2.gov.bc.ca/gov/content/environment/natural-resource-stewardship/laws-policies-standards-guidance/best-management-practices/develop-with-care>
- All applicable ALC bylaws and policies, including but not limited to: Bylaw No.2, Policies P-10, P-13 and L-23.
- All municipal bylaws as they relate to soil deposition.

8.1 General Requirements

- **Copies of all appropriate permits and/or approvals must be kept onsite at all times for reference.**
- All conditions outlined within this report and the ALC Approval Letter must be followed throughout the entirety of the proposed works period.
- All fill sources must be sampled and analyzed by an ISO/IEC17025:2017 accredited lab according to the BC Contaminated Sites Regulation (CSR) standards for agriculture and the ALC Bylaw No.2 and evaluated by a Qualified Professional in Agrology (P.Ag.) to ensure fill meets the CSR and ALC standards **prior to fill placement**. Approved Phase I or Phase II ESA studies conducted recently by a qualified professional will also be acceptable.
- **Trucking records must be maintained** to include truck operator (name and business license), date of fill placement, volume of fill, and source location.
- The release of fine sediments, construction debris or other substances deleterious to the environment or watercourses must be prevented at all times.
- Ensure that onsite machinery is in good operating condition, clean and free of leaks, excess oil or grease.
- No works may take place in or around a stream, as defined by the *Water Sustainability Act*, without a Provincial permit in-hand. An EM must be onsite full time during any instream works.
- Road surfaces adjacent to the project area must be kept clean and free of fine materials. Sediment accumulation upon the road surfaces must be removed (i.e., swept or scraped) on a regular basis and disposed of appropriately.
- Existing topsoil must be retained where possible, stockpiled outside the fill placement area, tarped, and kept free of invasive species establishment. Topsoil must be replaced after fill placement has completed.

- Soil must not be salvaged, moved, stockpiled, or replaced during conditions of adverse soil moisture content including when the soil is frozen (to prevent slumping) or powdery dry.
- Compaction must be minimized by selecting soil materials with low clay contents for replacement in the root zone.
- The use of native material (salvaged topsoil and overburden) is preferable to the use of materials sourced from off site to avoid potential issues with drainage and excessive stoniness in the upper soil profile.
- Surface drainage from the reclaimed area must be maintained at all times in order to prevent erosion, flooding, siltation or other degradation of soils, adjacent lands or waterways.
- Any run-off must be diverted into catchment ponds or silt traps prior to discharge into natural watercourses or road ditches.

8.2 Monitoring

On-site supervision by a qualified registered professional with expertise in soils and reclamation is required during the soil salvaging, stockpiling, storage and soil replacement process. A Qualified Professional in Agrology (P.Ag.) should be retained for monitoring (EM) to oversee fill activities and conduct site inspections to document compliance with the ALC requirements, BMPs, permit conditions, and other recommendations. In the event that greater disturbance occurs due to unforeseen circumstances, the EM will recommend further measures to protect or restore the natural integrity of the site.

- A pre-construction meeting should be held between the EM and the contractor(s) undertaking the work onsite to ensure a common understanding of the ALC guidelines, mitigation measures and best practices required for the project. The EM will attend other routine meetings, as required.
- It is the contractor's responsibility to provide the EM with a detailed construction schedule and inform the EM of any changes to that schedule.
- The EM will be an approved Qualified Professional in Agrology (P.Ag.) authorized to halt construction activities should an incident arise that is causing undue harm (unforeseen or from lack of due care) to terrestrial, aquatic, or riparian resource values.
- A copy of this report describing mitigation measures and BMPs will be kept readily available at the site for reference while the work is being conducted.
- Reports will be submitted to the ALC at a frequency outlined in the Approval Letter based on volume of material placed. A final report will be generated upon the substantial completion of construction works summarizing the project activities and listing any deficiencies noted throughout the works.

8.3 Disturbance Limits

- Disturbance limits should be clearly delineated before the start of works. Disturbance beyond the identified development footprint must not occur without further assessment.
- Native vegetation, including trees, shrubs, and groundcover, must be retained as much as possible to mitigate the establishment of additional invasive plant species.
- Material stockpiling must not take place within the drip line of trees.
- In the event that land and/or natural vegetation is disturbed or damaged beyond the development footprint area, these areas should be restored and/or replanted with plant material native to the area under the direction of the EM.

8.4 Site Clearing and Grubbing

- Disturbance beyond the identified development footprint must not occur without further assessment.
- Native vegetation, including trees, shrubs, and groundcover, must be retained as much as possible to mitigate the establishment of invasive plants and to maintain the existing ecological value within the study area.
- In the event that land and/or natural vegetation is disturbed or damaged beyond the development footprint area, these areas must be restored and/or replanted with plant material indigenous to the area under the direction of the EM.
- Whenever possible, equipment/machinery used must not be operated or stored within the drip line of trees and equipment must not come into contact with trees outside of the marked limits of disturbance, which could result in physical damage to the bark or limbs.

Avian nesting timing windows should be considered if trees are to be removed, to protect nesting birds within and adjacent to the proposed work area. The general nesting period of migratory birds in Canada within Zone A1a and A2 is March 31st to August 15th (BC MoFLNRORD 2020). The following methods should be implemented in relation to nesting bird work windows:

- Section 6 of the Federal Migratory Birds Convention Regulation protects both the nests and eggs of migratory birds. The project area falls within the Canadian Avian Nesting Zone A1 (MECCS 2020). The general avian nesting period for migratory birds within this zone is March 26th to August 9th. Section 34 of the Provincial Wildlife Act protects all birds and their eggs, and Section 34(c) protects their nests while they are occupied by a bird or egg. The project area falls within the Northern Okanagan Basin ecodistrict. **The avian nesting period for all birds within this ecodistrict is February 1st to September 14th (Birds Canada 2021).**
- If vegetation clearing activities are required during the identified avian nesting period, pre-clearing nesting surveys may be required by an Environmental Monitor (EM) to identify active nests.

- If active nests are found within the construction limits, a buffer will be established around the nest until such time that the environmental monitor (EM) can determine that nest has become inactive. The size of the buffer will depend on the species and nature of the surrounding habitat. Buffer sizes will generally follow provincial BMP guidelines or other accepted protocol (e.g., Environment Canada). In general, a minimum 20 m buffer will be established around songbird nests or other non-sensitive (i.e., not at risk) species.
- Clearing and other construction activities must be conducted within **72 hours** following the completion of any pre-clearing nest surveys. If works are not conducted in that time, the nest surveys are considered to have expired and a follow-up survey will be completed to ensure that no new nests have been constructed.
- Wherever possible, trees with high wildlife value, such as veteran trees and large snags, must be conserved. Hazardous trees with wildlife value within the vicinity of the construction works should be assessed by a certified wildlife/danger trees assessor to determine levels of risk.
- Best management practices relating to raptors and their nests can be found in Guidelines for Raptor Conservation during Urban and Rural Land Development in BC (2013).

8.5 Topsoil Management

Prior to any extraction, all existing topsoil must be salvaged under the direction of the qualified registered professional for use during reclamation. Additional salvaging of subsoil and overburden may be necessary on sites where backfill sourced from off-site is not readily available, topsoil is shallow or where there is limited overburden available. The recommendations for soil handling procedures are as follows:

- Soil must be salvaged from all of the following areas:
 - the proposed pit or quarry area;
 - the access roads; and,
 - the proposed stockpile areas for the subsoil and overburden.
- Topsoil, subsoil and any overburden must be salvaged and stored separately. o
 - Separation between piles should be no less than 3 m.
- Topsoil must be salvaged using an excavator with a clean-out bucket.
- Materials must be transported to an appropriately designated storage area that will not be disturbed by extraction activities in order to avoid double handling of materials.
- A uniform layer of bark mulch or sawdust should be laid down on the storage surface prior to placement of any salvaged material.

- The areas required for stockpile storage must be based on estimates of initial soil salvaging volumes.
- Stockpiled soils must be windrowed and located in an area where they will not be disturbed and will not impede site drainage.
- Drainage from, onto and around the stockpiles must be controlled by ditches, drains or intercepts as required.
- Stockpiled soil must not be removed from the property without written permission from the Commission.
- Salvage piles should be limited in height (2 to 3 meters). Higher piles must not exceed a 3H:1V slope (horizontal: vertical).
- Stockpiles must be seeded and established with an appropriate plant cover or other suitable soil erosion control measure must be applied to protect the stockpiles from wind or water erosion.

8.6 Subgrade Preparation

The Commission frequently requires the backfilling of pits to ensure that the final elevation is consistent with adjacent land and the property's relative original elevation. Therefore, once all extraction activities are complete, the pit should be filled with suitable material that consists of either the stockpiled overburden and/or fill sourced from offsite. Subgrade preparation must proceed as follows:

- If imported fill is used to backfill, the fill must have the following characteristics:
 - must be of mineral origin only (organic soils are not permitted as fill material but can be used as a top-dress);
 - have a coarse fragment content less than 5% with no boulders >25 cm in the top 1 metre of the soil profile; and,
 - the texture of the soil must be no coarser than loamy sand and no finer than silt loam.
- The following are prohibited materials in the ALR and must not be used as fill:
 - concrete or demolition waste, including masonry rubble, concrete, cement, rebar, drywall, and wood waste;
 - asphalt;
 - glass;
 - synthetic polymer;
 - treated wood; and,
 - unchipped lumber.
- The final contours of the subgrade must be gently sloping in such a manner as to conform to the surrounding landscape.

- Depending on the site topography, any permitted side slopes and/or benches should be recontoured so that slopes are no steeper than 3.5H:1V (horizontal: vertical) to allow for use of farm equipment on the slopes. Steeper slopes may be allowed in some cases depending on the configuration of the field in order to maximize the amount of flat land (e.g., long narrow extraction pits).
- To avoid severe erosion of topsoil, land that is intended for the production of annual crops should have slopes no greater than 20H:1V or 5% slope (Class 1).
- In the Lower Fraser Valley and Metro Vancouver, the slopes must be less than 1% on cropland to minimize sheet and rill erosion.
- If necessary, upon completion of backfilling, the subgrade should be chisel plowed to a minimum depth of 60 cm in two directions at right angles.

8.7 Soil Replacement

Once the subgrade materials have been regraded, available topsoil and/or other suitable soil materials must be used to provide a rooting bed for crops.

General Recommendations

- Any stockpiled soils must be replaced in the reverse order from which they were removed.
- The recommended soil profile should consist of (from surface to at depth):
 - 20 – 30 cm of topsoil;
 - 30 cm of subsoil;
 - 50 cm of free draining subgrade; and,
 - Overburden or backfill (variable thickness).
- The placement of stakes, flagged to the desired replacement thickness, must be employed to assist the machine operator.
- Soil materials should be end dumped and leveled with low ground pressure equipment, such as tracked bulldozers.
- Vehicles and equipment must be restricted to designated roads or routes, so that ripping and subsoiling activities can be limited to these specific areas.
- Random, repeated running of equipment over leveled areas must be minimized wherever possible.

Subsoil Placement:

- If subsoil has been retained, the subsoil must be replaced in one lift.
- If fill is used as subsoil, then the fill must have a coarse fragment (fragments >2 mm diameter) content of less than 5% and must not contain any boulders (rock fragments >25 cm).

- Once the subsoil is in place, roughening the subsoil surface is required to hold topsoil in place following initial placement.
- If compaction does occur, rip the affected areas to a depth of 60 cm or more with shanks spaced 60 cm apart and then cross rip perpendicular to the first direction.

Topsoil Placement:

- Topsoil thickness should be equivalent to what was present before disturbance.
- Coarse fragments must not be introduced in the top 25 cm of the soil profile.
- Prior to replacement of the topsoil, soils must be screened separately to remove coarse fragments.
- Where the percentage of the coarse fragment content by volume is less than 5%, screening is not necessary. The qualified registered professional must determine if screening is necessary.
- Screening must be carried out under appropriate soil moisture conditions.
- Topsoil should not be replaced in areas such as roads or wet depressions that will not be used for productive agriculture unless required for grass establishment for erosion control.
- If the native topsoil has been removed, then a 20 - 30 cm lift of imported topsoil must be uniformly spread over the disturbance area. The texture of the soil must be no coarser than loamy sand or finer than silt loam.
- A suitable organic matter should be top-dressed over the reclamation area. This organic matter may be added in the form of animal or poultry manure or as a cereal or forage cover crop and turned into the soil.

8.8 Erosion and Sediment Control

The following section details the mitigations and recommendations related to erosion and sediment control (ESC) that must be adhered to throughout the duration of the project where applicable.

- Stockpile locations, staging and equipment storage areas, and environmentally sensitive areas should be delineated at the start of construction.
- Works involving ground disturbance should not be conducted during heavy rains wherever feasible to reduce the potential for sediment and erosion issues. Exposed soils along slopes must be stabilized and covered where appropriate using erosion control blankets (ECB), poly sheeting, tarps, or other suitable materials to reduce the potential for erosion resulting from rainfall, seepage, or other unexpected causes.
- Silt fence and other appropriate ESC measures should be installed prior to the start of construction in appropriate locations as identified by the EM. Silt fence must be

installed between the proposed development and any areas of potential migration to mitigate the risks to resources associated with runoff and sediment transport. Silt fencing must be installed as directed by the EM in a field-fit manner. Silt fence must be staked into the ground and trenched a minimum of 15 cm to prevent flow underneath the fence and must remain taut to prevent material from moving over the fence. Silt fencing should contain sufficient storage capacity to collect runoff and sediment deposition during storm events. Silt fencing will be monitored on a regular basis and any damages or areas where the integrity and function of the fencing has been compromised should be repaired or replaced promptly. Silt fence must remain in place where required until the completion of the project;

- If erosion becomes a problem during construction and there is a risk of siltation to the adjacent naturally vegetated areas and watercourses (i.e. during heavy rain events), silt fence must be installed immediately adjacent to the development footprint to mitigate for potential sediment transport and erosion downslope of the works. Silt fence must be staked into the ground and trenched to prevent flow underneath the fence.
- ESC recommendations by the EM must be implemented within 24 hours.
- It is the contractor's responsibility to inspect all mitigation measures daily and additional measures will be installed, maintained, and repaired or replaced as required using a field-fit, adaptive approach.
- Road surfaces adjacent to the project area must be kept clean and free of fine materials. Sediment accumulation upon the road surfaces must be removed (i.e., swept or scraped) on a regular basis and disposed of appropriately.
- The release of silt, sediment, sediment-laden water, or any other deleterious substance into any ditch, watercourse (creek, river, lake, wetland), ravine, or other drainage feature must be prevented at all times. Similarly, there is to be no sediment release into areas of vegetation growth or sensitive areas in levels that would adversely alter growing or hydraulic conditions.
- No equipment refueling can take place within 30 m of a watercourse;
- It is the contractor's responsibility to regularly monitor weather forecasts and adjust ESC measures or proposed construction activities as required based upon the existing conditions of the site.
- ESC should incorporate the measures described below to mitigate risks during construction works. The plan is generally based upon provincial BMPs and other specifications and includes the following principles:
 - Construction works should be conducted during periods of warm, dry weather with no forecasted precipitation;
 - Construction works should be scheduled to reduce the overall amount of time soils are exposed;

- Natural drainage patterns should be maintained where possible;
 - Existing native vegetation should be retained where possible; and,
 - Stormwater and sediment-laden runoff should be directed away from exposed soils within the construction area.
- Exposed soils along slopes should be stabilized and covered where appropriate using geotextile fabric, polyethylene sheeting, tarps, or other suitable materials to reduce the potential for erosion resulting from rainfall, seepage, or other unexpected causes; and,
 - Adjacent roadways should be kept clean and free of fine materials. Sediment accumulation upon the road surfaces must be removed and disposed of appropriately.

8.9 Drainage/Water Management

A drainage plan must be prepared for the site by a qualified registered professional to ensure that water is appropriately managed on and offsite. Prior to the installation, drainage plans must be submitted to the Commission for review and approval. The following drainage and erosion control measures should be considered when designing the plan; however, this will vary depending on specific site conditions:

- Interceptor drains and grassed water runs to slow the velocity of runoff water and prevent erosion.
- Placement of toe slope drains to collect and remove seepage from the subsoil.
- Use of temporary diversion drainage on new areas of topsoil and seeded areas.
- Sedimentation impoundments to protect water quality in downstream areas. The size and location of impoundments is determined by runoff volumes, erosion rates, and required retention times.
- Installation of a soil drainage system (subsurface drainage as needed). This will depend on the end use and agricultural capability.
- Installation of a layer of porous drainage material to reduce the amount of water in the soil.
- The drainage must be installed upon completion of rehabilitation of each phase and prior to establishing any perennial crops other than forage.
- The reclaimed area must be monitored by the qualified professional following re-seeding to determine if sufficient drainage has been provided. If poorly drained areas persist, it may be necessary to install additional drainage structures.

8.10 Air Quality & Dust Management

Air quality standards must be met at all times during the project. Dust control can be achieved by reducing the spatial extents and amount of time that soils are exposed to construction activities.

Reducing traffic speed and volume can also reduce dust concerns. Surface and air movement of dust during project activities can be mitigated through preventive measures and design criteria.

Dust generating activities include dust from wheels of vehicles and machinery and stockpiling and movement of soil.

Avoidance, containment, and suppression of dust and dusty processes must be ensured by the following measures, where applicable:

- Exposed soils will be watered as required to suppress dust. Sediment-laden runoff must not be conveyed to any watercourses or surface water drainages. Oil and other petroleum products will not be used for dust suppression. Alternative dust suppressants will be approved by the EM prior to application;
- All road surfaces must be kept clean and free of fine materials (i.e., swept or scraped) regularly to prevent the increase of airborne particulate matter;
- Road sweeping/cleaning of entrance and access;
- All material leaving site in fully enclosed trailers (tarping);
- Wetting of material prior to disturbance (if appropriate);
- Provision and use of water truck with sprayers over vehicle entrance and onsite haul routes/roads;
- Provision and use of water truck with sprayers provided in strategic positions in working area and stockpiles as appropriate to conditions;
- Reduction of speed by vehicles onsite;
- Closing down various or all operations during severe wind events;
- Operator procedures i.e. good housekeeping to keep clean and tidy site;
- Transport management; and
- Additional measures may include cleaning, dampening of haul roads and limiting site speeds, and further onsite restrictions as required.

At all times during fill placement, dust will be monitored by visual assessments. The contractor is responsible for the operation of the dust management plan and all site operatives will be trained and required to take necessary mitigation action. They will also be required to take preventative action to avoid dust.

8.11 Noise and Vibration Management

- Works will generally be conducted in accordance with City of Kelowna bylaws, within business hours (i.e. 7:00AM to 7:00PM, Monday to Friday).
- Idle time of construction equipment and contractor vehicles must be kept to a minimum to reduce noise and the release of greenhouse gases. The contractor will inform and educate employees and sub-contractors on the importance of minimizing idling time and

develop guidelines to direct the practice of reducing unnecessary idling. In general, contractor vehicles and equipment will be turned off when not in use.

8.12 Emergency Spill Response

Spills of deleterious substances can be prevented through awareness of the potential for negative impacts and with responsible housekeeping practices onsite. Maintenance of a clean site and the proper use, storage, and disposal of deleterious liquids and their containers are important to mitigate the potentially harmful effects of spills and/or leaks. The following BMPs are adapted from Chilibeck et al. (1992) to provide guidance in the control of deleterious substances.

- Construction debris and stockpiled material must be removed from the site regularly and disposed of appropriately.
- All potential wildlife attractants, including food, beverages, and other strong smelling or perfumed materials must be removed from the site daily.
- The contractor will ensure that all equipment is inspected daily for fluid/fuel leaks and maintained in good working order.
- No equipment refueling or servicing is to be undertaken within 30 m of a watercourse whenever possible.
- All spill events will be recorded and reported to the site supervisor and EM. In the event of a spill, the site supervisor will be immediately notified by workers onsite. The supervisor will then be responsible for contacting a mechanic (if necessary), the Project Manager and the EM.
- Spills occurring on dry land will be contained, scraped and disposed of appropriately. Contaminated material will be stored on tarps and covered to prevent mobilization and will be disposed of in accordance with the *Environmental Management Act*.
- Spills shall be contained, absorbed, and disposed of in accordance with the regulations outlined in the *Environmental Management Act* and using the following general steps:
 - Assess, monitor and prevent the hazard or threat;
 - Stabilize, contain, remove and clean up the hazard or threat;
 - Evacuate persons;
 - Recover and rehabilitate wildlife;
 - Restore wildlife habitat;
- Take other steps to address the long-term impacts resulting from the spill.
- Copies of contact phone numbers for notification of all of the required authorities in the event of a spill/emergency response should be posted and clearly visible at the site.
- Spill containment kits must be kept readily available onsite during construction in case of the accidental release of a deleterious substance to the environment. Any

spills of a toxic substance should be immediately reported to the **Emergency Management BC 24-hour hotline at 1-800-663-3456**.

8.13 Site Clean Up

Site cleanup and restoration refers to activities used to return disturbed areas within the subject property to a state resembling the natural state. Note that protection of existing ecosystems is generally much more efficient than ecosystem enhancement and restoration following construction. The following recommendations apply to the site cleanup efforts:

- Silt fencing, snow fence and other temporary mitigation features must be removed upon substantial completion of works when the risk of surface erosion and sediment transport has been adequately mitigated with other permanent measures.
- All equipment, supplies, waste, concrete, and other non-biodegradable materials must be removed from the site following the substantial completion of construction activities.

8.14 Invasive Plant Management and Site Restoration

Any areas of exposed soils, slopes, or general disturbance where agricultural planting is not proposed should be reseeded with an agricultural grass seed mix native to the Okanagan, to prevent the establishment of invasive species. Should further restoration be required, plant species selected should be native to the area and suitable to the growing conditions where the plantings have been proposed.

- Grass seed mixes must be approved by the EM before purchase and use. Restoration grass mixes cannot include species considered invasive within BC;
- All seed mixes will be submitted to a certified seed testing laboratory for germination and purity analysis. Seed analysis certificates are to be provided prior to purchase;
- Grass seed should be broadcast and hand-raked into the soil. For steep slopes or large areas, hydroseed may be used; and,
- Grass seed mixes should be suitable for the environmental conditions seen in **Table 5** below. These conditions may be given to a seed provider to determine the most appropriate species to provide.

TABLE 5. Recommended Native Grass Seed Mix for Disturbed Areas.

Common Name	Scientific Name	Percent
Tall wheatgrass	<i>Thinopyrum ponticum</i>	25%
Slender wheatgrass	<i>Elymus trachycaulus</i>	15%
Blue bunch wheatgrass	<i>Elymus spicatus</i>	25%
Rough Fescue	<i>Festuca campestris</i>	10%
Idaho Fescue	<i>Festuca idahoensis</i>	11%
Perennial rye	<i>Lolium perenne</i>	10%
Sandberg bluegrass	<i>Poa secunda</i>	2%
Junegrass	<i>Koeleria macrantha</i>	1%
Canada bluegrass	<i>Poa compressa</i>	1%

The timing of grass seeding is critical to optimize success and it is recommended that seeding should occur in spring between April and June or fall between September and October. Over seeding may be required in concurrent growing seasons to obtain adequate coverage and reduce competition by invasive plant species.

Watering should occur for the first two growing seasons, until grass is established. Spring and fall irrigation should be timed to water every 3 or 4 days. In summer, watering should be deep, but infrequent – occurring once per week. Irrigation should be timed to augment rainfall and a rainfall sensor would help to reduce water consumption. Hand watering and drip irrigation are both acceptable methods. Care should be taken during watering to ensure that overland flows do not result in sedimentation to neighboring properties. A target of 80% plant survival is recommended after two years.

Weed control must be practiced at all times.

- Weeds must be controlled before seed set. The most common practices include:
 - Cultural methods such as reseeding with an appropriate vegetative mix that can out-compete weeds;
 - Mechanical methods such as tillage, mowing, mulching or use of black plastic sheeting; and,
 - Chemical methods such as the use of herbicides.
- All newly reclaimed areas must be reseeded as soon as possible after soil replacement.

Special care should be taken to minimize the presence of non-native and invasive species. Prevention of the spread of non-native and invasive species can be achieved by limiting disturbance to soils and native vegetation where possible. Areas that have previously been disturbed should be restored with native plantings or grass seeding. Infestation areas should be controlled with regular removal of weeds. The basic principles of weed control include:

- Suppression of weed growth;

- Prevention or suppression of weed seed production;
- Reduction of weed seed reserves in the soil; and
- Prevention or reduction of weed spread.

Exotic plants are those which are not native to BC, but have been introduced to the area through human activity. Invasive plants are exotic plants that are able to reliably outcompete native species, spreading into native areas and eroding the functionality of native ecosystems. Invasive plants must be managed as part of works. *Successful management of invasive plants during the construction phase improves the success rate of the maintenance phase.* Due to disturbed nature of the property, a concerted effort must be made to reduce invasive species. Any areas where invasive species are removed, and ground is disturbed, must be reseeded.

There is a duty to control noxious weeds under the BC *Weed Control Act*. As per Section 2 of the act, “In accordance with the regulations, an occupier must control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person.” Consequently, these species should be given highest priority for management. A comprehensive list of plants designated as noxious weeds, both regionally and throughout BC, can be seen in Schedule A of the BC *Weed Control Regulation*.

Management Strategies and Activities:

- Removing Whole Plants (*ex. Manual Removal, Grubbing with Hoes, Scuffle Hoeing, Severing Roots, Whole Plant Removal with Large Equipment*)
- Cutting (*ex. Bladed Hand Tools, Pruners, Loppers, Shears, and Saws, Brushcutters and Stringtrimmers, Chainsaws, Mowing/Cutting with Larger Equipment, Stump Grinding*)
- Covering with Sheet Barriers (*ex. Mulching, tarping, solarizing*)
- Community-Scale Control (*ex. Competitive planting, burning, grazing, mechanized tilling*)
- Biocontrol
- Chemical control (*ex. Herbicide*) - *A BC-licensed herbicide applicator should be consulted as to the legal requirements for application of herbicide on site.*

Types of Invasive Plants:

- Some invasive plant species are annuals – meaning they only live for one year and die off over the winter. The seeds they drop are required to maintain the population into the next year. In a population of annual species, mowing, string-trimming, and other mechanical means may be used to cut the plants above the roots.
- Some invasive plant species are biennials – meaning they live for two years and die off before their third. Their first year is often focused on growth and does not produce seeds. During this time, it can often be recognized as a flat, radial growth of leaves called a “rosette”. Because of this low growth habit, rosettes must be

removed by hand and cannot be mowed or string-trimmed. In their second year they typically grow a tall stock which produces flowers and then seeds. In this second year, the plant can be removed mechanically as normal, or, in some species, only the seed stalk can be cut, leaving the rest of the plant in the ground.

- Some invasive plant species are perennials – meaning they live for multiple years. In this case, the entire plant must be removed or it will continue to produce and drop seeds and continue to increase the size of the population. In this case, *mowing and string-trimming will be ineffective at removing the population.*
- Some species, such as *Cirsium arvense* (Canada thistle) or *Rumex crispus* (curled dock), have specific management requirements, which can be communicated by the environmental monitor once these species have been identified.
- In areas sufficiently far from watercourses, herbicide may be used. Consult a BC-registered herbicide applicator for application services and best management practices around herbicide application.

Timing:

- *It is important that invasive plants be removed before they have gone to seed.* Depending on the species, individual plants can produce thousands of seeds. Allowing these seeds to develop and enter the soil can prolong the restoration period.
- Invasive plant management visits should be documented. The labour required during each visit should decrease as invasive plant populations are removed.

Ongoing invasive species control will be required within any areas with exposed/disturbed soils and restoration areas in the first few years until vegetation becomes established. Species that are aggressive have the potential to outcompete native species.

The contractor will ensure that all equipment and vehicles are washed and free of weed seeds prior to mobilization and de-mobilization. Vehicles and equipment should not be stored, parked, or staged within weed infested areas if possible. Contractor clothing should also be inspected daily for signs of weed seeds. If found, weed seeds should be disposed of in a contained refuse bin for offsite disposal.

Invasive plant species must be disposed of in a landfill; however, invasive species material must not be composted in the yard waste section of the landfill. Invasive plant species must not be transported to or deposited in other natural areas.

9.0 SUMMARY AND CONCLUSION

The purpose of this report is to satisfy the ALC NOI application and City of Kelowna Soil Development Permit requirements for the importation of additional fill on the subject property. This report provides an overview of existing conditions on the subject property, soil sample results, and a farm plan for the proposed fill placement activities, including developing approximately

17,335 m² (1.7 ha) of the subject property for wine grapes (*Vitis vinifera*) and sweet cherries (*Prunus avium*).

Imported fill must meet the ALC standards of clean fill, free of contaminants and foreign materials, suitable for cultivation of tree fruits or grapes, with a soil texture of sandy loam to silt loam, and must not include heavy clays or excessively stony soils.

An assessment of the subject property revealed it is suitable for agricultural development with the appropriate improvements, such as fill importation with soil textures of sandy loam to silt loam, fill placement to raise the grade of low-lying areas to prevent future flooding from Robert Lake and reduce frost pockets, and soil amendments to reduce salinity and pH. With these improvements, it is Ecoscape's opinion that agricultural capability ratings may be improved from Class 4 to Classes 2 or 3.

Ecoscape anticipates that with due diligence and the appropriate mitigation measures in place as laid out in this report, the risks for adverse impacts to the agricultural capability, environment, and surrounding area can be appropriately mitigated.

10.0 CLOSURE

This report has been prepared by Ecoscape and is intended for the sole and exclusive use of the client for the purposes set out in this report. Ecoscape has prepared this report with the understanding that all available information on the past, present, and proposed conditions of the subject property have been disclosed. Ecoscape has relied upon personal communications with the client and other information sources to corroborate the documents and other records available for the subject property. Ecoscape presents facts, assumptions, and opinions in this report, based on information where applicable including but not limited to information provided by the client, publicly available information sources and data, field observations, laboratory data, and professional assessment. The client has also acknowledged that in order for Ecoscape to properly provide the professional service, Ecoscape is relying upon full disclosure and accuracy of this information.

Any use of this report by a third party, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. Ecoscape accepts no responsibility for damages, if any, suffered by any third party as a result of actions or decisions made based on this report.

If you have any questions or comments, please contact the undersigned at your convenience.

Respectfully Submitted,
ECOSCAPE Environmental Consultants Ltd.

Prepared by:



Theresa Loewen, M.Sc., P.Ag.
Agroecologist
Direct Line: (250) 491-7337 ext. 214
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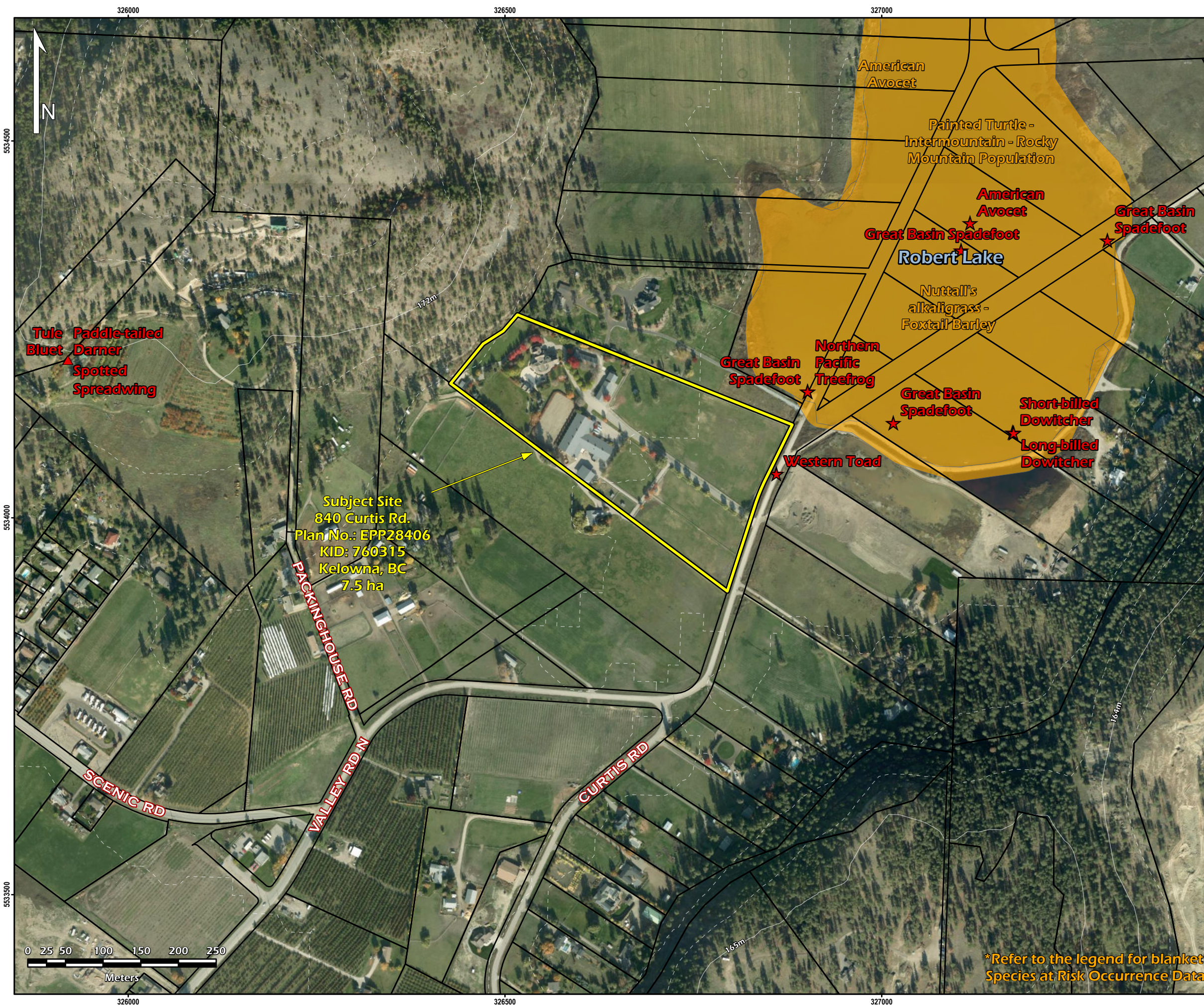


FIGURE 1
Site Location and Species at Risk Occurrences

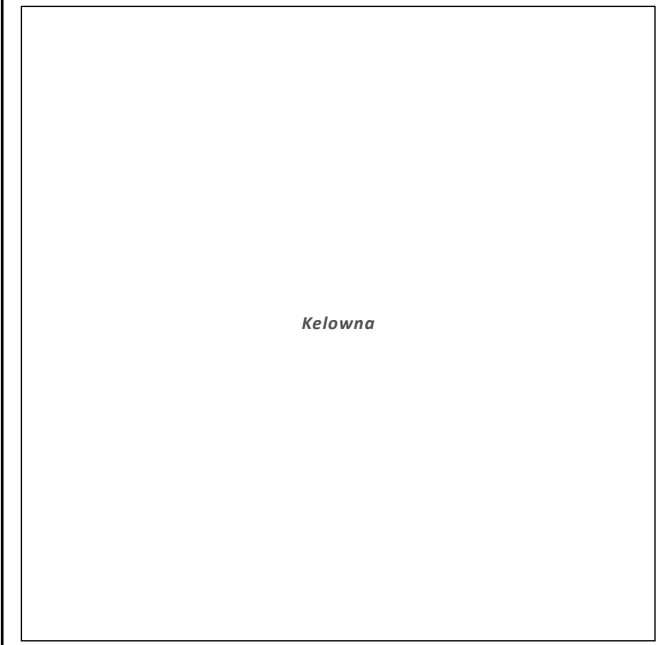
Project: Agricultural Capability Assessment
 Location: 840 Curtis Rd., Kelowna
 Project No.: 22-4398
 Prepared for: Frances & Christina Bowers
 Prepared by: Ecoscape Environmental Consultants Ltd.
 Dan Austin, GIS Specialist
 Coordinate System: NAD83-UTM Zone 11
 Imagery: RDCO 2021
 Field Visit: April 19, 2022
 Map Date: August 17, 2022

LEGEND

- ▲ WSI Survey
- ★ WSI Incidental
- Streams
- Subject Property
- Cadastre
- Okanagan Critical Habitat (Species at Risk)*
- BC Conservation Data Center (CDC) Polygons

*A large Okanagan Critical Habitat polygon covers the entire map and subject property area representing the following wildlife species but is not shown on this figure:
 -American Badger (*Taxidea taxus*)

Regional Location of Subject Property



DISCLAIMER
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*Refer to the legend for blanket Species at Risk Occurrence Data

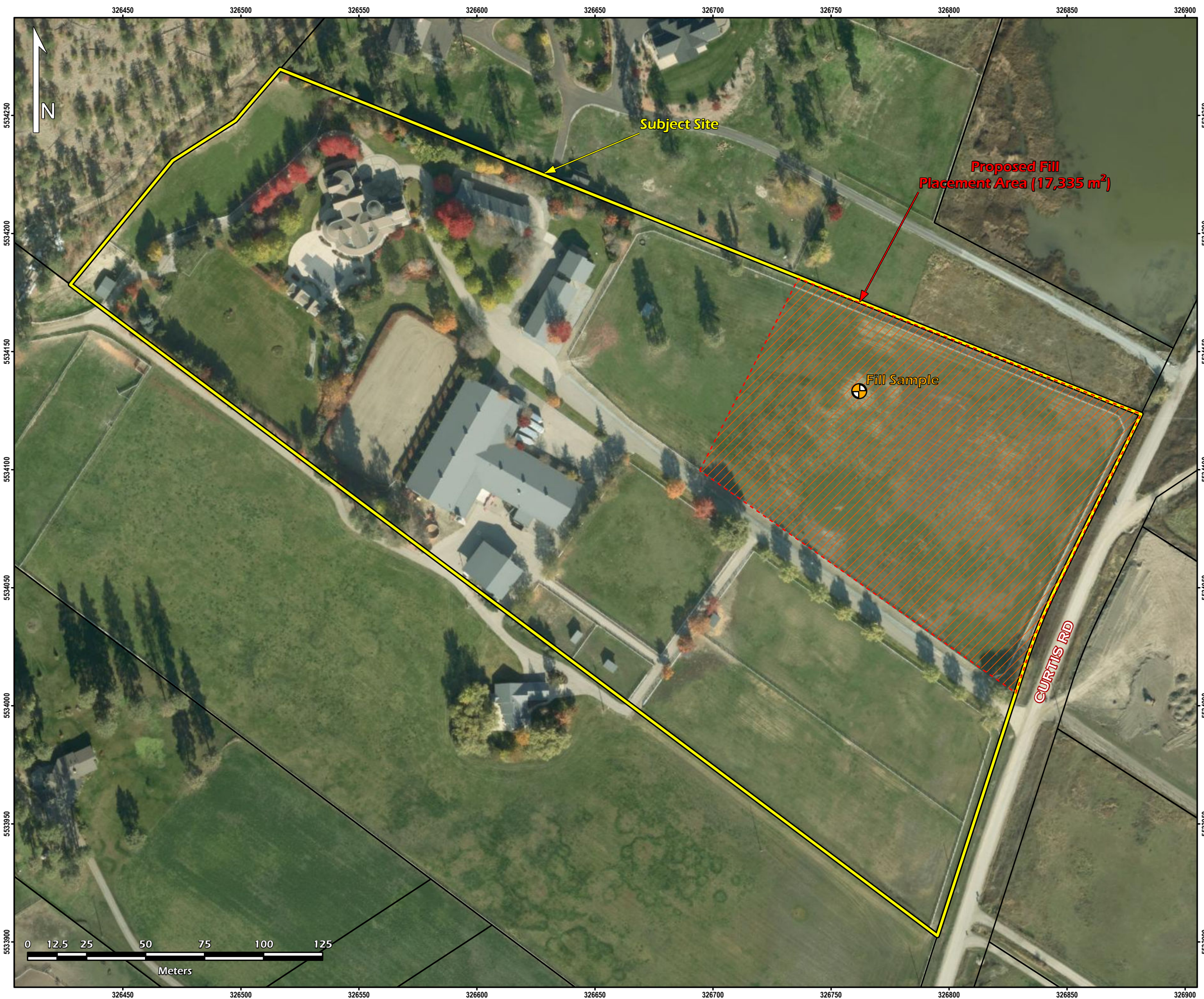







FIGURE 2 Proposed Works

Project: Agricultural Capability Assessment
Location: 840 Curtis Rd., Kelowna
Project No.: 22-4398
Prepared for: Frances & Christina Bowers
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 Dan Austin, GIS Specialist
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Map Date: August 17, 2022

LEGEND

-  Soil Sample Location
-  Streams
-  Proposed Fill Placement Area
-  Subject Property
-  Cadastre

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FIGURE 3 Agricultural Capability

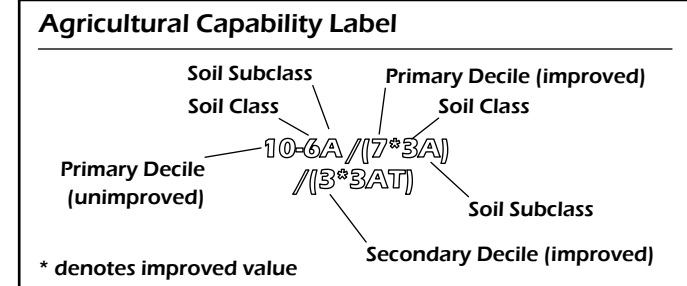
Project: Agricultural Capability Assessment
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Imagery: RDCO 2021
Field Visit: April 19, 2022
Map Date: August 17, 2022

LEGEND

- Subject Property
- Cadastre
- Agricultural Capability

Soil Name

- HARRLAND
- OPEN WATER
- SUMMERLAND
- WESTBANK



Class	Description
1	Land in this class either has no or only very slight limitations that restrict its use for the production of common agricultural crops.
2	Land in this class has minor limitations that require good ongoing management practises or slightly restrict the range of crops, or both.
3	Land in this class has minor limitations that require good ongoing management practises or slightly restrict the range of crops, or both.
4	Land in this class has limitations that require special management practises or severely restrict the range of crops, or both.
5	Land in this class has limitations that restrict its capability to producing perennial forage crops or other specially adapted crops
6	Land in this class is nonarable but is capable of producing native and or uncultivated perennial forage crops.
7	Land in this class has no capability for arable or sustained natural grazing.

Subclasses	Description
A & M	Soil moisture deficiency
C	Adverse climate (excluding precipitation)
D	Undesirable soil structure
E	Erosion
F	Low fertility
I	Inundation (flooding by streams, etc.)
N	Salinity
P	Stoniness
R	Shallow soil over bedrock and/or bedrock outcroppings
T	Topography
W	Excess water (groundwater)
S & X	Cumulative and minor adverse conditions

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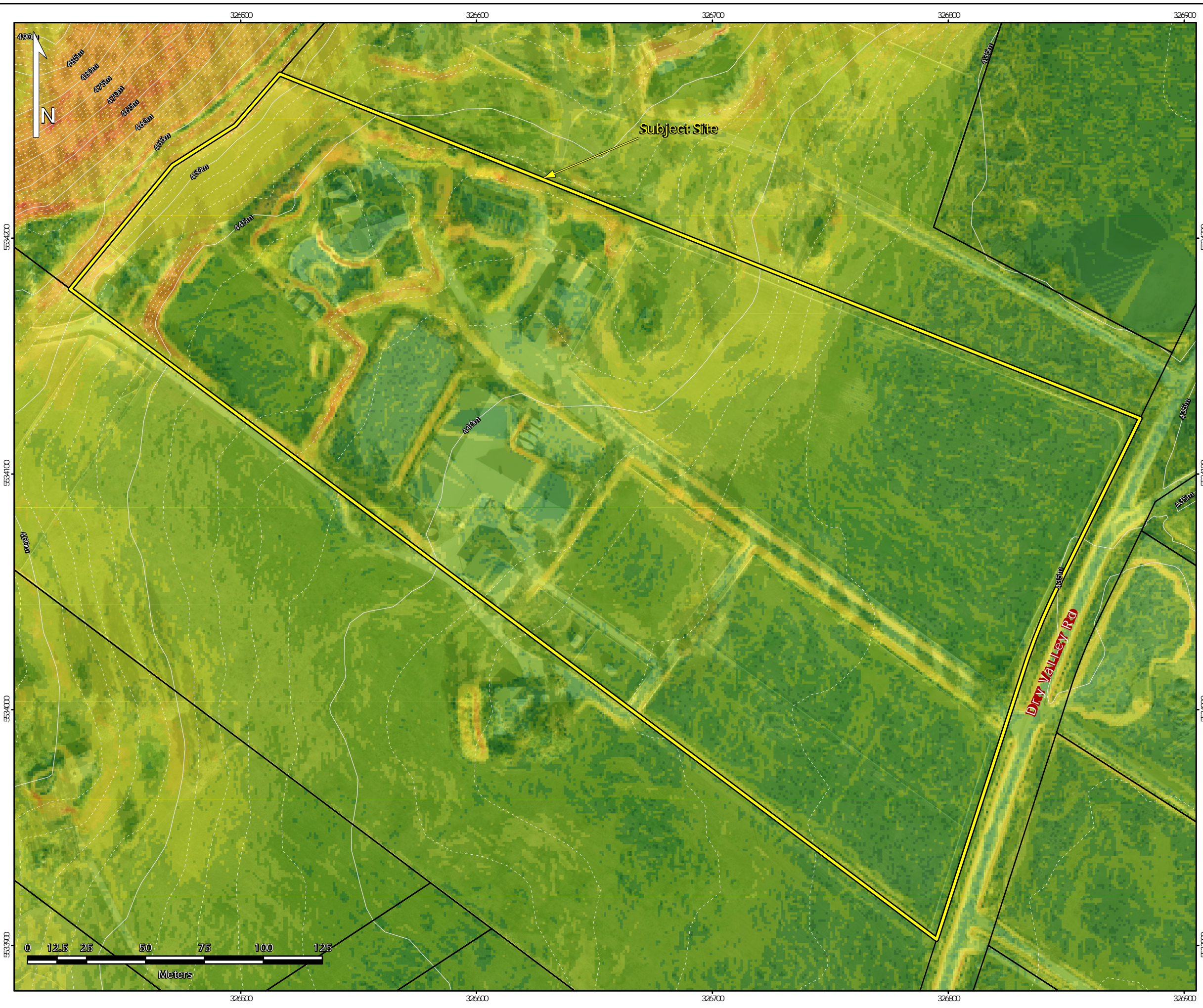


FIGURE 4
Digital Elevation Model Analysis

Project: Agricultural Capability Assessment
 Location: 840 Curtis Rd., Kelowna
 Project No.: 22-4398
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 Dan Austin, GIS Specialist
 Coordinate System: NAD83-UTM Zone 11
 Imagery: RDCO 2021
 Field Visit: April 19, 2022
 Map Date: August 30, 2022

LEGEND

- Streams
- Subject Property
- Cadastre

Slope Class (percent)

- Level (<0.5)
- Nearly Level (0.5 - 1.9)
- Very Gentle Slope (1.9 - 5.2)
- Gentle Slope (5.2 - 8.8)
- Moderate Slope (8.8 - 15)
- Strong Slope (15.0 - 29.6)
- Very Strong Slope (29.6 - 44.5)
- Extreme Slope (44.5 - 70)
- Steep Slope (70.0 - 100)
- Very Steep Slope (>100.001)

Slope	MIN	MAX	MEAN	STD
Subject Property	0.0	79.9	5.6	7.0

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APPENDIX A: ALC NOI 60660



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

July 28, 2020

ALC File: 60660

SENT BY E-MAIL: gainsworth@hotmail.com

Garrett Ainsworth
950 Curtis Rd
Kelowna, BC V1V 2C9

Dear Mr. Ainsworth,

**Approval Subject to Limits and Conditions Under Section 20.3(2)(b)(ii) of the
Agricultural Land Commission Act**

Re: Amendment to Notice of Intent to place fill on Land in the Agricultural Land Reserve

Property 1:
PID: 004-362-373
Legal Description: Lot 2 Section 10 Township 23 Osoyoos Division Yale District Plan 29311
Civic Address: 950 Curtis Rd, Kelowna, BC

Property 2:
PID: 029-111-048
Legal Description: Lot 2 Sections 3 and 10 Township 23 Osoyoos Division Yale District Plan EPP28406
Civic Address: 840 Curtis Rd, Kelowna, BC

(together, the "Properties")

On April 7, 2020 the Chief Executive Officer (CEO) of the Agricultural Land Commission received a Notice of Intent (NOI) pursuant to section 20.3(1)(c) of the *Agricultural Land Commission Act* (ALCA) for the proposed placement of fill on the Property (the Proposed Fill Placement Activities). The CEO also received a fee of \$150 with respect to the NOI pursuant to subsection 20.3(1)(c)(ii).

Permission to proceed with the Proposed Fill Placement Activities was granted by the ALC delegate CEO on April 24, 2020 subject to limits and conditions and a term ending October 24, 2020. On July 1, 2020, the agent contacted the ALC by email requesting an amendment to expand the fill placement beyond the approved fill placement area and to increase the volume of fill. The proposed expansion would include the property located at 840 Curtis Rd, Kelowna, BC (Property 2).

As delegate CEO pursuant to subsection 20.3(6) of the ALCA, I understand the following about the Proposed Fill Placement Activities from the NOI, accompanying documents, and further information supplied on/after July 1, 2020:

- The landowners of Property 1, located at 950 Curtis Rd, Kelowna are Garrett Paul Ainsworth and Chantel Marguerite Katherine Ainsworth;
- The landowners of Property 2, located at 840 Curtis Rd, Kelowna are Norman Clark Sazwan and Denise Lynn Sazwan;
- Garrett Paul Ainsworth has been appointed as agent for the Proposed Fill Placement Activities;
- The purpose of the Proposed Fill Placement Activities is to raise the land to protect the existing driveway from the flooding associated with Robert's Lake and to plant fruit trees;
 - The Proposed Fill Placement Activities will extend onto Property 2 in order to feather the fill out to grade;
- The previously approved fill placement area was 0.8 ha (8,000 m²), which was located solely on Property 1;
- The proposed expanded fill placement area is now 1.2 ha (12,000 m²), which will now include Property 2;
 - Proposed fill placement area on Property 1 – 0.4 ha;
 - Proposed fill placement area on Property 2 – 0.8 ha;
- The type of material proposed to be placed on the Property is clean fill suitable for growing fruit trees;
- The amended proposed volume of materials to be placed on the Properties is 10,000 m³ (an increase from 7,500 m³);
- The proposed maximum depth of material to be placed on the Properties is 1 m; and
- The proposed duration of the Proposed Fill Placement is one (1) month.

Upon review of the Notice of Intent and accompanying documents, I hereby approve the Proposed Fill Placement Activities subject to the attached Schedule A: Limits and Conditions (Amended) under section 20.3(2)(b)(ii) of the Act.

This approval is only for the Proposed Fill Placement Activities. This approval does not constitute approval for any other activity on the Properties for which CEO or Commission approval would otherwise be required. This approval does not relieve you of your obligation to comply with all applicable Acts, regulations, bylaws of local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

Further correspondence with respect to this letter should be directed to Jenny Huynh at ALC.soil@gov.bc.ca.

Sincerely,



Avtar S. Sundher
Delegate of the Chief Executive Officer

Enclosure: Schedule A: Limits and Conditions (Amended)
 Schedule B: Decision Map
 Schedule C: ALC Criteria for Technical Reports Submitted by Consultants



cc: City of Kelowna (ALCapplications@kelowna.ca)

60660d2

Schedule A:

Limits and Conditions on the Proposed Fill Placement Activities (Amended)

GENERAL

1. The Proposed Fill Placement Activities must be conducted in compliance with the limits and conditions set out in this NOI decision;
2. The Proposed Fill Placement Activities are restricted to the 1.2 ha area shown in the Schedule B: Decision Map attached to this NOI decision;
3. The total allowed volume of material to be placed is limited to 10,000 m³;
4. Approval for placement of fill on the Properties is granted for the sole benefit of the Applicant and is non-transferable without the written approval of the ALC;

PRIOR TO CONDUCTING PROPOSED FILL PLACEMENT ACTIVITIES

Oversight by a Qualified Registered Professional

5. The Proposed Fill Placement Activities must be overseen by a qualified registered professional as outlined in [ALC Policy P-10](#), with specific knowledge of soils, drainage, fill placement and land reclamation, who must complete the status report and a final closure report.
6. Theresa Loewen is the qualified registered professional associated with the NOI. If Theresa Loewen is replaced by any other qualified registered professional, the ALC must review and approve the change and all Proposed Fill Placement Activities must be conducted in compliance with the information submitted with the NOI and conditions set out in this decision.
7. The qualified registered professional must notify the ALC that they understand the terms and conditions in this approval and that he or she agrees to act as the registered qualified professional to ensure that all site activities will be conducted in compliance with the information submitted with the Application and conditions set out in this decision. **Site work cannot proceed until this notification has been received by the ALC;**
8. The qualified registered professional is responsible for notifying the ALC if status reports and/or the closure report are not provided to the ALC as per the schedule indicated in

condition “15” and “20”. If the ALC does not receive the reports in a timely manner, a stop work order will be issued;

CONDUCTING PROPOSED FILL PLACEMENT ACTIVITIES

Vehicular Traffic

9. Access and egress of all vehicle traffic associated with the Proposed Fill Placement Activities and other related activities, must be restricted to a single access road onto the Properties;
10. Dust suppression practices and/or restrictions on Proposed Fill Placement Activities related vehicle traffic must be applied when necessary to minimize air-borne dust from traffic on the access road;
11. The landowner must maintain trucking records. The trucking records must indicate the truck operator (name and business license), date and time of fill placement, volume of fill, description of fill, and the source location. These records must be provided to the ALC at the completion of all filling activities;

Fill Material

12. As per Section 36 of the *Agricultural Land Reserve Use Regulation*, prohibited fill must not be placed on the Properties. Prohibited fill includes:
 - (a) construction or demolition waste, including masonry rubble, concrete, cement, rebar, drywall and wood waste;
 - (b) asphalt;
 - (c) glass;
 - (d) synthetic polymers;
 - (e) treated wood;
 - (f) unchipped lumber;

Weed Control

13. Appropriate weed control must be practiced on all disturbed areas;

Sediment and Erosion Control

14. Appropriate sediment and erosion control must be practiced on all disturbed areas to prevent sediment from entering drainage/ditches and Robert's Lake;

Status Reports

15. Status reports must be submitted after every 3,750 m³ or every 3 months (whichever comes first) to update the ALC on the progress of the Proposed Fill Placement Activities;
 - The status report must include, but is not limited to:
 - Confirmation that operations are in compliance with the terms and conditions set by the ALC;
 - Evidence that fill quality meets the conditions of this NOI (supported by photographs, site and soils field data);
 - A record of fill volume and fill source locations;
 - Confirmation that no contaminated materials have been brought onto the site (i.e. Phase 1 Environmental Site Assessment reports from fill source locations). The ALC may request soil samples be sent to laboratories for analysis or may collect samples for analysis. A monitoring fee of will be charged to the Applicant as per the fee outlined in the Regulation, Section 33.1 (1);
16. The qualified registered professional is responsible for notifying the ALC if status reports and/or the closure letter are not provided to the ALC as per the schedule indicated in condition "15" and "20." If the ALC does not receive the reports in a timely manner, a stop work order will be issued;

COMPLETION OF THE PROPOSED FILL PLACEMENT ACTIVITIES

CLOSURE LETTER

17. A final letter, prepared by the qualified registered professional, prepared as per [ALC Policy P-10](#) and Schedule C: Criteria for Technical Reports Submitted by Consultants, for the ALC's review and approval, must be submitted to the ALC upon completion of the

Proposed Fill Placement Activities. The final letter must include, but is not limited to, the following:

- A written description of the completed Proposed Fill Placement Activities; and
 - Evidence that the Proposed Fill Placement Activities have been completed as required.
18. The closure letter must be completed by the qualified professional identified in this NOI decision;
19. The qualified registered professional is responsible for notifying the ALC if the status report and/or the closure letter are not provided to the ALC as per the schedule indicated in condition “15” and “20”. If the ALC does not receive the reports in a timely manner, a stop work order will be issued.
20. The closure letter must be submitted to the ALC no more than six (6) months after the completion of the Proposed Fill Placement Activities and no later than **April 27, 2021**.

Security Deposit

21. To ensure the successful reclamation of the Proposed Fill Placement area and appropriate oversight should you cease to consult with a qualified registered professional, a security deposit in the amount of \$8,000 has been posted with the Minister of Finance c/o the Agricultural Land Commission ALC and received by the ALC on July 27, 2020. The security deposit is to ensure the Proposed Fill Placement Activities are conducted in accordance with the information submitted with the NOI and the conditions of this decision;

For greater clarity, some or all of the security deposit will be accessible to and used by the ALC upon the failure of the operator to comply with any or all aspects of the conditions of approval contained herein.

Release of the security deposit will be dependent on receipt of evidence that the Proposed Fill Placement Activities are completed to a standard deemed satisfactory by the ALC. In this regard, the ALC will consider the status reports and final letter that must

be prepared by a qualified registered professional and submitted to the ALC in fulfillment of condition "15" and "17";

DECISION TERM

The Proposed Fill Placement Activities must be completed by **October 27, 2020**.

NOTE: Unless the ALC first approves an NOI made under section 20.3(5) of the *Agricultural Land Commission Act (ALCA)* as described in the cover letter, proceeding with the Proposed Fill Placement Activities other than in accordance with the above limits and conditions contravenes the ALCA and is subject to compliance and enforcement measures under sections 49-54 of the ALCA.

This approval does not relieve you of your obligation to comply with all applicable Acts, regulations, bylaws of local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.



ALC FILE NO: 60660	
MAP PRODUCED: July 24, 2020	
MAP SCALE: 1:5,000	MAP BY: BM
DATA SOURCES & NOTES: ALC, BCGW and City of Kelowna. Contains information licensed under Open Government License - British Columbia.	
Map for reference only. Accuracy not guaranteed.	

- Subject Property (840 & 950 Curtis Rd, Kelowna, BC)
- Previously Approved Fill Placement Area
- Approved Fill Placement Area (Total 1.2 ha)
- Agricultural Land Reserve
- PMBC Parcel Cadastre

0 50 100 150 200
Metres





PROVINCIAL AGRICULTURAL LAND COMMISSION

REMOVAL AND/OR FILL PLACEMENT PROPOSALS CRITERIA FOR TECHNICAL REPORTS SUBMITTED BY CONSULTANTS

The Agricultural Land Commission (ALC) requires consistency in the quality and format of technical reports submitted to the Commission by applicants (owners) and their agent(s). The ALC requires a technical report containing the following information for all resource extraction and/or fill placement proposals.

All reports must follow the criteria for field work and reporting as established in Policy P-10 Criteria for Agricultural Capability Assessments (attached).

LAND REHABILITATION REPORTS FOR SOIL REMOVAL OR FILL PLACEMENT

All technical reports submitted in support of applications and/or notices of intent involving land rehabilitation must meet the general requirements listed above and contain the following:

- A detailed soil survey and agricultural capability analysis of the land(s) under application, including potential soil bound crop options, and any affected or potentially affected neighbouring properties at an appropriate scale (see Policy P-10).
- All existing resource information such as government soil survey and agricultural capability mapping must be included and discussed in the context of the detailed survey.
- An inventory and description of existing land use on the subject land(s) and surrounding lands must be included.
- An assessment of existing surface and subsurface drainage conditions on the subject land(s) and surrounding lands should be included. In particular, possible drainage improvements apart from the proposed works must be assessed.
- A detailed operating and reclamation plan must be prepared and include, but not be limited to, the following elements:
 - a) plans and cross-sections showing existing conditions, interim and final grades, and slope gradient (%) drawn at an appropriate scale and prepared by a Professional Engineer or Registered BC Land Surveyor;
 - b) a topsoil management plan addressing stripping, storage and replacement issues;
 - c) an operating, phasing and rehabilitation plan for the interim non-farm use activity;
 - d) fill certification procedures and site control measures to ensure that only clean soil material is accepted at any site proposed for import of soil from off site;
 - e) erosion control measures;
 - f) weed management plan;
 - g) plan for crop/vegetation establishment;
 - h) detailed drainage plans for the rehabilitated site to ensure optimum surface and subsurface drainage conditions;
 - i) schedule of monitoring procedures and reporting;

- j) final proposed agricultural capability; and
 - k) closure procedures and certification of the work.
- 1.2 A discussion of any agricultural improvement to the land, or any loss of opportunity, which might be attributable to the proposed works described in the report.



**Agricultural Land
Commission Act**

Policy P-10

October 2017

CRITERIA FOR AGRICULTURAL CAPABILITY ASSESSMENTS

This policy is intended to provide information for professional agrologists submitting agricultural capability assessment reports (a “Report”) as part of an exclusion, subdivision, non-farm use application, or as required through a compliance and enforcement action to ensure that they: 1) are providing sufficient information and evidence to support their assessment; 2) are qualified to complete this work; and 3) perform their work on the Reports in accordance with the Code of Ethics of the British Columbia Institute of Agrologists (the “Code of Ethics”). The submission of a Report as part of an application is optional; however, one is recommended if low agricultural capability is the primary reason for the application.

CRITERIA FOR FIELD WORK AND REPORTING:

A detailed soil survey must be completed in order to support the agricultural capability assessment and to confirm or revise existing published capability mapping. The soil survey must be conducted at a Survey Intensity Level 1 (in accordance with the Soil Inventory Methods of BC) at a density of one detailed test pit for every one to five hectares. The surveyor must use their discretion in the field to determine how many test pits are required to accurately assess the site. Detailed test pits must include the following information:

- Horizon designations
- Horizon depths
- Colour (Munsell Colour Chart)
- Texture
- Structure
- Consistence
- Coarse fragment content by percent volume for gravel, cobbles and stones
- Presence and depth of mottles (size, abundance, colour)
- Drainage class
- Rooting depth/root restricting layer

Other information that must be collected as necessary includes:

- laboratory data to revise fertility ratings and salinity;
- clinometer readings for slope gradients; and,
- revisions to soil moisture deficits that are supported by local climate data and evapotranspiration rates corrected for site specific texture and coarse fragment content

Test pits must be excavated into the C horizon or to auger refusal. The surveyor must include a soil profile photograph with each test pit (including a tape measure for scale) as well as a landscape photo of the test pit area.

The Report must include a map indicating the location of the test pits and any new capability delineations not previously mapped (polygons). If the site has multiple agricultural capability ratings, the Report must also include a table of the unimproved and

improved agricultural capability ratings and area in hectares of each polygon. The Report must provide a discussion of crop suitability as well as non-soil bound agricultural suitability (e.g., greenhouses, poultry barns). Soil survey information and photos for each detailed test pit must be appended to the Report.

If any agricultural limitations are not considered improvable due to site specific considerations, the Report must provide evidence to support this claim. For example, if access to irrigation water is an issue that may limit agricultural capability of a property, the agrologist must calculate the agricultural water demand for a suitable crop compared to available water from various water sources. The Commission considers surface water licences, groundwater, dugouts, and purchasing water from water licence holders as viable options. If these are not considered viable, the agrologist must provide sufficient evidence as to why it is not.

Other information provided in the Report beyond these requirements is considered supplemental to the agricultural capability assessment. Examples of additional information include economic feasibility studies, planning considerations, access to markets, etc.

QUALIFICATIONS:

Agrologists who are submitting Reports to the Commission must provide a bio of their qualifications. The minimum requirements include:

- a bachelor's degree in Agriculture (preferred soils), physical geography, geology, civil or geological engineering, or equivalent;
- completion of upper level courses in agriculture and soil survey/soil genesis;
- completion of at least two full field seasons working under the supervision of a soil surveyor/pedologist;
- demonstrated knowledge of soil survey, soil mapping and agricultural capability classification according to the established methodology (see Methods below);
- registration with the British Columbia Institute of Agrologists in at least one of the following areas of practice:
 - soil and land conservation, reclamation planning and management;
 - soil and terrain classification, mapping and land evaluation; or,
 - arable land evaluation, conservation planning and management.

If the agrologist is unsure if they meet these minimum requirements or believe they have other training/education than those listed above, they should contact Commission Staff.

Reports will be reviewed by the Commission Staff for consistency with these requirements. Any Reports that are deficient in information may be sent back to the author for revision or may not be given the same weight as compliant Reports. The application will be put on hold while the Report is being revised.

CODE OF ETHICS:

It is extremely important that Reports not only comply with the requirements set out above but also that Reports must comply with the Code of Ethics. In particular, the following sections of the Code of Ethics are relevant and important:

1) Section 1

“In discharging their responsibilities to the public, members must:

- (f) ensure that they distinguish between facts, assumptions and opinions in the preparation of reports or other materials; and

- (g) ensure that they clearly state that a report or other materials constitutes an opinion and identifies the limitations within which the opinion is provided.
- 2) Section 2
 - “In discharging their responsibilities to the public, members must:
 - (f) decline any retainers, employment or assignments that would give rise to a conflict of interest.
- 3) Section 3
 - “In discharging their responsibilities as expert witnesses before courts and tribunals, members must:
 - (e) ensure that they provide an objective expert opinion and not an opinion that advocates for their client or employer or a particular partisan position.”

The Commission is a “tribunal” under the *Administrative Tribunals Act*.

Members should be aware that, all else being equal, Reports that, in the opinion of the Commission, are not compliant with the Code of Ethics will not be given the same weight as Reports that are compliant with the Code of Ethics. This may adversely affect the application for which the Report has been prepared.

TERMS:

Agricultural capability assessment – means an assessment conducted as per the Land Capability Classification for Agriculture in BC (Kenk, 1983) to determine, confirm, or reassess the agricultural capability classification rating of agricultural land.

METHODS:

Agricultural Capability

Kenk, E. 1983. Land Capability Classification for Agriculture in BC. MOE Manual 1. Ministry of Environment. Victoria.

RAB. 1972. Climatic Capability for Agriculture in BC. Resource Analysis Branch Technical Paper 1. Province of BC. Victoria.

Soil Classification and Survey

Agriculture Canada Expert Committee on Soil Survey. 1987b. Soil Survey Handbook- Volume 1. Land Resource Research Centre, Contribution No. 85-30. Technical Bulletin 1987-9E. Agriculture Canada, Ottawa.

Agriculture and Agri-Food Canada, Soil Classification Working Group. 1998. The Canadian System of Soil Classification. Agriculture Canada. Research Branch. Ottawa.

Luttmerding, H.A., D.A. Demarchi, E.C. Lea, D.V. Meidinger and T.Vold (eds.). 1990. Describing Ecosystems in the Field - 2nd. Edition. MOE Manual 11, Ministry of Environment and Ministry of Forests. Victoria, B.C. 213pp.

Mapping Systems Working Group. 1981. A Soil Mapping System for Canada: Revised. Land Resource Research Institute, Contribution No. 142. Agriculture Canada, Ottawa. 94 pp.

Resources Inventory Committee. 1995 Soil Inventory Methods for British Columbia.

APPENDIX B: Agrologist Report by Pearl Agricultural Consulting



Site Assessment – 840 Curtis Road, Kelowna, BC

Soil samples were taken on the agricultural property at 840 Curtis Road by Pearl Agricultural Consulting, Inc. During the site visit, the hay fields on the north-east portion of the property were walked by the Agronomist and three soil samples for chemical analysis were taken. Please refer to the attached map to see the location of the samples, labelled as 1. Top Hill North, 2. Middle Hill and 3. Bottom Low on the report. The following report provides a summary of the key findings from the soil samples.

Site and Soil Management

My general observation is that there is potential for the sloped land represented samples (1-2) to be utilized for tree fruit production – including apple or cherry production. The success of this area depends largely on climactic factors, especially the risk of spring frost. Frost could potentially be mitigated through the choice of later blooming cultivars, the installation of wind machines or crop covers; however, these measures do not guarantee a crop under all circumstances. The other risk to be aware of in the heavier Glenmore soils is the potential for a higher risk of winter injury in that the heavier soils may hold more water and nutrients, making it difficult to achieve full winter dormancy prior to fall frost.

Another important factor to note is the potential for high ground water. To this effect, the lower portion of the field (represented by sample 3) appears to be less than ideal for tree fruit production. The soil was observed to be heavy texture and already saturated with water, even following a drought year. It is my opinion that cherry trees would struggle to grow and establish in the heavy, wet soil. The low area would also be a difficult site for other tree fruits likely leading to lower than desired tree establishment, a higher risk of fungal pathogens and ultimately less than desired yields.

In general, the soil samples indicate an acceptable presence of organic matter for tree fruits (2-3 % organic matter is generally accepted as adequate). The soil pH is higher than desired for tree fruit production. Our general target is a soil pH 6.8-7.2. Interestingly, the soil sulfur content is also high, which is generally the nutrient that would be used to drop the pH level. The soil samples also indicate that in general phosphorus and nitrogen are limiting in these samples. Soil boron is also limited for tree fruits and an application to amend this micronutrient would be recommended.

Organic Matter

Generally, for orchard soils I like to work with a minimum of 3% organic matter on the soil chemical analysis. The samples range from 2.3-3.8% organic matter. It would appear as though horses were likely present in the top-middle of the paddock at one time, contributing manure to the area and increasing the general organic matter content.

If the site is to be planted in tree fruits, you could plan to incorporate up to 1 T per acre prior to planting or topdressing after planting with 3-4 inches of compost or composted manure. Some examples of products, other than what may be available on site are: Glenmore Gro or Corfe's chicken manure compost – very smelly! The addition of soil organic matter will provide for an increase in biological activity in the soil and increase the availability and efficiency of these nutrients.

Soil pH

Generally, the soil pH is alkaline which would normally be addressed through additions of sulfur; however, the sulfur levels in Samples 1 and 3 are already reasonably high. If the paddocks have long been



un-irrigated, perhaps starting with irrigation of the blocks and monitoring soil pH after a lighter application of Sulfur would be a good starting point. The optimum soil pH for cherry production is 6.8-7.2. Other also tree fruits perform well in pH close to 7.

Soil Boron

Boron levels are consistently low across the three samples. I would recommend a soil boron application prior to or at planting. This can be done using a granular or sprayed application post planting. It is generally easiest to apply boron through fertigation or to use the weed sprayer to drench the soil with 10-12 lbs of Solubor (20% Boron) per treated acre. Soil boron applications may need to be revisited every 2-3 years, depending on results of the future soil analysis.

Phosphorus

Phosphorus is an important nutrient for root development, especially in new orchard plantings. The soil report indicates that all samples are relatively low in available phosphorus and most fertilizer phosphorus is insoluble. This can be amended by considering high phosphorus fertilizer at the time of planting. Using 11-52-0 in the planting holes or trench is helpful to establishing young trees. Post planting, it may be beneficial to revisit the soluble phosphorus applications made with 10-52-10 or a similar, soluble fertilizer blend. Generally soluble phosphorus fertilizer is most efficiently used in warm soils of at least 8-10 degrees Celsius.

Nitrogen

There are several ways to increase nitrogen prior to planting an orchard, including applications of manure and/or compost, as previously discussed or by sowing a legume cover crop for green manure. A mix of red clover, rye grass and vetch has been successfully used as a green manure crop prior to planting orchards in the area. Otherwise, applications of chemical fertilizer post-planting are recommended. Depending on the crop planted you may need up to 50-60 lbs of actual N per season while growing the trees, and potentially more depending on the crop yield at maturity.

Sample 3

The chemical analysis and in-field observations make the area where the soil in Sample 3 was taken undesirable for planting tree fruits. The organic matter is relatively low and the pH is too high – combined with already high sulfur values and extremely high sodium values, it would appear that this soil is sodic or “alkali” soil, which can prove difficult to remediate for cropping. The characteristics of a sodic soil are soils saturated with water below the surface while the top is found to be dry and hard. This was my observation of much of the land near the pond and roadway at the east end of the property. It is strongly recommended to avoid planting fruit trees in this area.

Molly Thurston, MSc, P.Ag.



Lake Country, BC, Canada



(250) 864 - 8640



mollyadairthurston@gmail.com

840 Curtis Road, Kelowna B.C.



Soil Samples taken on October 26, 2021:

#1- Top Hill (North)

#2- Middle Hill – in 80' below the cross fence

#3- Bottom Low area

APPENDIX C: A & L Canada Laboratories Inc. Results

Report Number: C21307-10249
 Account Number: 00650

A & L Canada Laboratories Inc.

2136 Jetstream Road, London, Ontario, N5V 3P5
 Telephone: (519) 457-2575 Fax: (519) 457-2664



C21307-10249



To: GROWERS SUPPLY CO
 2605 ACLAND RD
 KELOWNA, BC V1X 7J4

For: PEARL AGRICULTURE/TED BOWERS

Farm: 840 CURTIS

250-765-4545

Grower Code: CE392631

Reported Date: 2021-11-05 Printed Date: Nov 5, 2021

SOIL TEST REPORT

Page: 1 / 2

Sample Number	Legal Land Descpt:	Depth	Lab Number	Organic Matter	Phosphorus - P ppm Bicarb Bray-P1	Potassium K ppm	Magnesium Mg ppm	Calcium Ca ppm	pH	CEC meq/100g	Percent Base Saturations				
									pH Buffer		% K	% Mg	% Ca	% H	% Na
1	Top Hill N	0	18055	3.8	23 M 46 M	342 VH	503 H	3580 H	7.7	23.2	3.8	18.0	77.1		1.4
2	Middle Hill	0	18056	3.8	14 L 21 L	659 VH	560 H	3370 M	8.1	23.6	7.2	19.8	71.4		2.0
3	Bottom Low	0	18057	2.3	13 L 19 L	312 VH	848 H	3210 L	8.5	29.4	2.7	24.1	54.7		18.9

Sample Number	Sulfur S ppm lbs/ac	Nitrate Nitrogen NO3-N ppm lbs/ac	Zinc Zn ppm	Manganese Mn ppm	Iron Fe ppm	Copper Cu ppm	Boron B ppm	Soluble Salts mmhos/cm	Saturation %P	Aluminum Al ppm	Saturation %Al	K/Mg Ratio	ENR	Chloride Cl ppm	Sodium Na ppm
1	60 H	14 M	3.5 M	37 H	70 VH	1.7 H	0.7 M		4 M	190	0.0 G	0.21	50		73 H
2	59 M	15 M	2.6 L	70 VH	60 VH	2.3 H	0.7 M		9 H	290	0.0 G	0.36	50		106 VH
3	782 VH	2 VL	2.3 L	54 VH	54 VH	2.3 H	0.6 M		9 H	274	0.0 G	0.11	35		1275 VH

VL = VERY LOW, L = LOW, M = MEDIUM, H = HIGH, VH = VERY HIGH, G = GOOD, MA = MARGINAL, MT = MODERATE PHYTO-TOXIC, T = PHYTO-TOXIC, ST = SEVERE PHYTO-TOXIC

SOIL FERTILITY GUIDELINES (lbs/ac)

Sample Number	Previous Crop	Intended Crop	Yield Goal	Lime Tons/Acre	N	P2O5	K2O	Mg	Ca	S	Zn	Mn	Fe	Cu	B
1	Grass - Hay	Cherry	cwt	0.0	55	40	30	0	0	0	3.0	0	0	0	1.5
2	Grass - Hay	Cherry	cwt	0.0	55	65	30	0	0	0	4.0	0	0	0	1.5
3	Grass - Hay	Apple Trees	600 bu	0.0	60	100	35	0	0	0	5.5	0	0	0	2.0

- 1 CHERRIES - Nitrogen recommendations are basic guidelines only. Rates may vary with differences in variety, tree age, planting density, soil, etc.
- 2 CHERRIES - Nitrogen recommendations are basic guidelines only. Rates may vary with differences in variety, tree age, planting density, soil, etc.

* Recs are based on building nutrients to a level to maintain soil health. Banding and/or precision placement techniques can be utilized to increase fertilizer efficiency.
 * If this report contains soil in excess of 7500 ppm Ca it may or may not effect the calculated Cation Exchange Capacity. Excessive seed placed fertilizer can cause injury.
 The results of this report relate to the sample submitted and analyzed.
 * Crop yield is influenced by a number of factors in addition to soil fertility.
 No guarantee or warranty concerning crop performance is made by A & L.

Results Authorized By:

Ian McLachlin, Vice President

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Report Number: C21307-10249
Account Number: 00650

A & L Canada Laboratories Inc.

2136 Jetstream Road, London, Ontario, N5V 3P5
Telephone: (519) 457-2575 Fax: (519) 457-2664



C21307-10249



To: GROWERS SUPPLY CO
2605 ACLAND RD
KELOWNA, BC V1X 7J4

For: PEARL AGRICULTURE/TED BOWERS

Farm: 840 CURTIS

250-765-4545

Grower Code: CE392631

Reported Date: 2021-11-05 Printed Date: Nov 5, 2021

SOIL TEST REPORT

Page: 2 / 2

3 APPLES - Nitrogen recommendations are basic guidelines only. Rates may vary with differences in variety, tree age, planting density, soil, etc.

* Recs are based on building nutrients to a level to maintain soil health. Banding and/or precision placement techniques can be utilized to increase fertilizer efficiency.
* If this report contains soil in excess of 7500 ppm Ca it may or may not effect the calculated Cation Exchange Capacity. Excessive seed placed fertilizer can cause injury.
The results of this report relate to the sample submitted and analyzed.
* Crop yield is influenced by a number of factors in addition to soil fertility.
No guarantee or warranty concerning crop performance is made by A & L.

Results Authorized By:

Ian McLachlin, Vice President

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APPENDIX D: Site Photographs



Photo 1. View facing northeast of proposed fill placement area, with Robert Lake indicated by the red arrow. (All photos taken August 3, 2022).



Photo 2. View facing north within proposed fill placement area, where fill had been previously placed.



Photo 3. View facing southwest within proposed fill placement area showing horse stables in the background.



Photo 4. View facing north of soil stockpile from which the soil sample was taken.



Photo 5. View facing southeast within proposed fill placement area.



Photo 6. View facing east of standing water with surrounding salt flats, and cattails within the proposed fill placement area.



City of
Kelowna

A23-0002 840 Curtis Road

Application to the ALC for a Soil or Fill Use Application

Proposal

- ▶ To support a Soil or Fill Use application to be forwarded to the ALC for their consideration to allow placement of 21,135 cubic meters of soil to improve the agricultural capability of the land.

Development Process

Jan. 26, 2023

Development Application Submitted



Staff Review & Circulation



Mar. 20, 2023

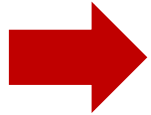
Council Consideration



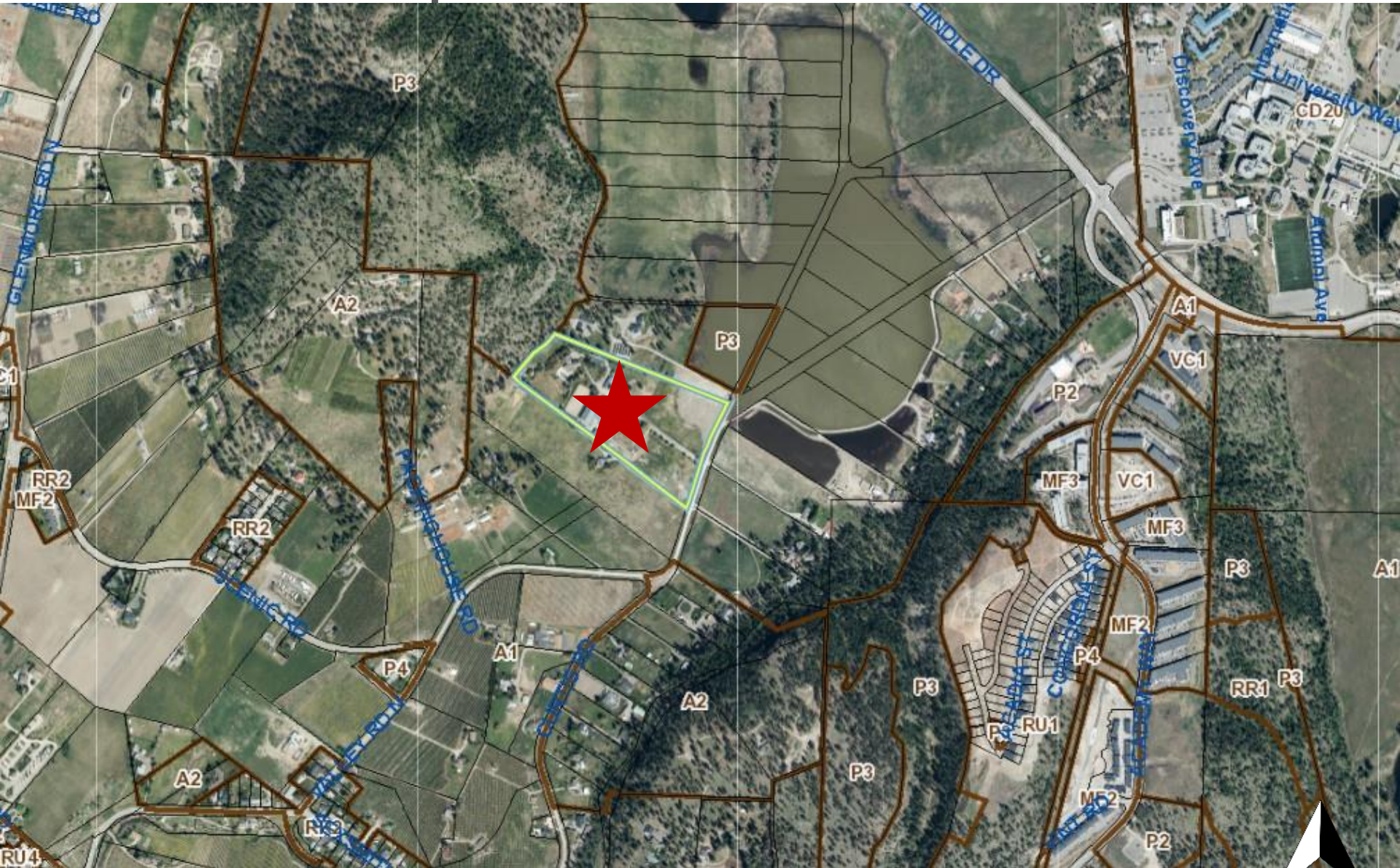
Agricultural Land Commission



Soil Placement Permit (City of Kelowna)



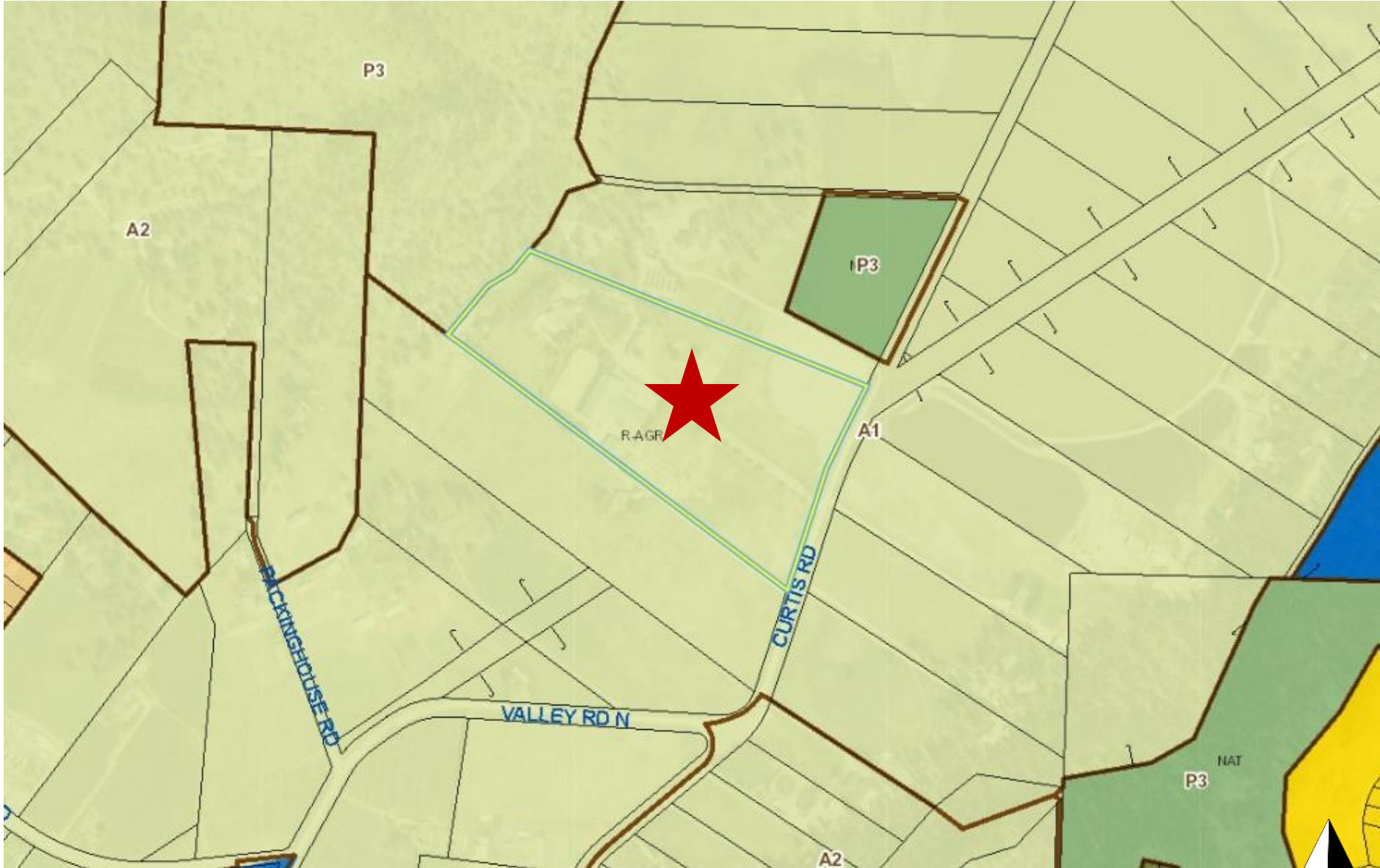
Context Map



City of Kelowna



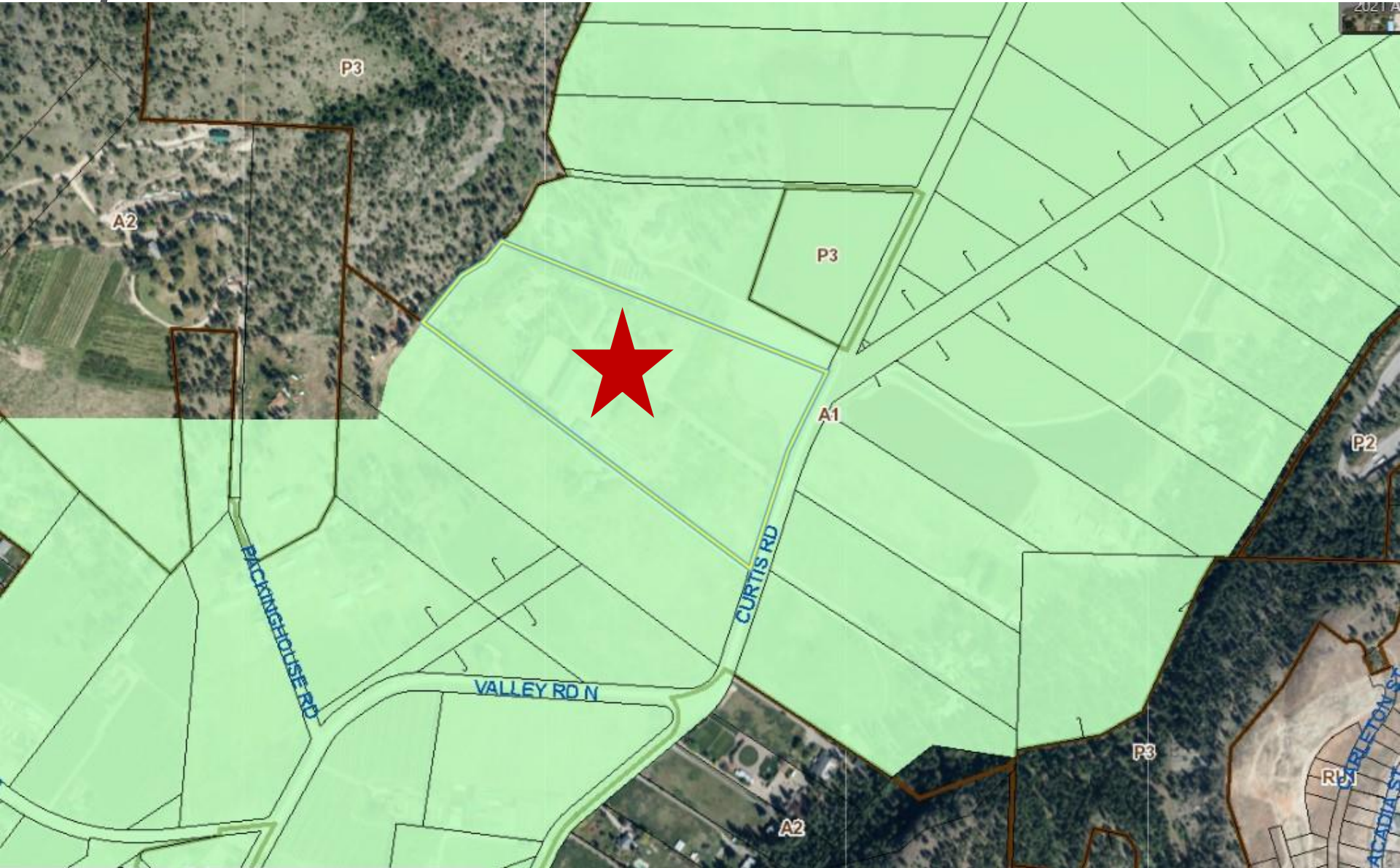
OCP Future Land Use / Zoning



City of Kelowna



Agricultural Land Reserve



City of Kelowna



Background

- ▶ A Stop Work Order was issued by the City of Kelowna and ALC for unauthorized fill placement.
- ▶ The applicant now seeks support from the City of Kelowna to forward their application to the ALC.

Project details

- ▶ Add 21,135 cubic metres of fill to raise the land above the high-water table and seasonal flooding.
- ▶ The purpose of the fill is to ensure a competent root zone for a vineyard and cherry orchard.
- ▶ Fill placement to be guided via an Agrologist's prescription.
- ▶ Fill placement to be guided by a Drainage/Water Management Plan to avoid negative impacts to neighbouring properties.

Aerial View – 2021



**Subject
Property**

**Proposed Fill
Location**

OCP Policy:

- ▶ Policy 8.1.6 Support for Non-Farm Uses only where:
 - ▶ consistent with Zoning Bylaw and 2040 OCP;
 - ▶ provide significant benefits to agriculture;
 - ▶ accommodated using existing infrastructure;
 - ▶ minimize impacts on agricultural lands;
 - ▶ will not preclude future use for agriculture; and
 - ▶ will not harm adjacent farm operations.

Staff Recommendation

Staff recommend **support** to forward the proposed fill application to the ALC for their consideration.

- ▶ The purpose of the fill is to ensure a competent root zone for future crops.
- ▶ Fill placement to be guided via an Agrologist's prescription.
- ▶ Fill placement to be guided by Drainage/Water Management Plan.
- ▶ The plan aligns with OCP objectives.

Report to Council



Date: March 20, 2023
To: Council
From: City Manager
Department: Policy and Planning
Application: OCP23-0004
Owner: 480 Penno Road Ltd.,
 BC1381501
Address: 480 Penno Road
Applicant: City of Kelowna
Subject: OCP Amendment
Existing OCP Designation: IND - Industrial
Proposed OCP Designation: REC – Private Recreational
Existing Zone: P3 – Parks and Open Space

1.0 Recommendation:

THAT Official Community Plan Map Amendment Application No. OCP23-0004 to amend Map 3.1 in the Kelowna 2040 – Official Community Plan Bylaw No. 12300 by changing the Future Land Use designation of Lot B District Lot 123 ODYD Plan EPP41714, located at 480 Penno Road, Kelowna, BC from the IND – Industrial designation to the REC – Private Recreational designation, as outlined in the Report from the Policy & Planning Department dated March 20, 2023, be considered by Council;

AND THAT the Official Community Plan Amending Bylaw No. 12499 be forwarded to a Public Hearing for further consideration;

AND THAT the requirement to hold a Public Information Session, conduct Neighbour Consultation and post a Development Notice Sign, prior to the Official Community Plan Map Amending Bylaw receiving first reading, in accordance with the *Local Government Act*, and the City of Kelowna’s Development Application and Heritage Procedures Bylaw No. 12310, be waived.

2.0 Purpose:

To amend the Official Community Plan to change the future land use designation of the subject property from the Industrial designation to the Private Recreational designation.

3.0 Development Planning

At the regular meeting of February 27, 2023; staff were directed by Council to bring forward an amendment to Kelowna's OCP2040 related to the future land use designation of 480 Penno Road (Kelowna Springs Golf Course)

Staff have reviewed this application, and it may move forward without affecting either the City's Financial Plan or Waste Management Plan.

4.0 Proposal

4.1 Background

During two Regular Meetings in June and July 2022, concern was raised by Council pertaining to the subject property's 2040 Official Community Plan Industrial Future Land Use and directed staff to initiate an OCP Amendment process to change the Future Land Use to Private Recreational, as was signaled in the previous 2030 OCP. On August 22, 2022 Council defeated a proposed resolution and the bylaw to amend the Official Community Plan was not considered. In early 2023, Council expressed an interest in reconsidering the Future Land Use designation for the subject property.

Previous Council Resolutions

Resolution	Date
THAT Council direct staff to bring forward for Council consideration a bylaw to amend the OCP 2040 Future Land Use Map 3.1 designation for 480 Penno Rd from the "IND - Industrial" designation to the "REC – Private Recreational" designation.	February 27, 2023
THAT Council receives for information, the report from the Policy & Planning Department dated July 25, 2022 regarding the Future Land Use for 480 Penno Road. THAT Council direct staff to bring forward for Council consideration a bylaw to amend the OCP 2040 Future Land Use Map 3.1 designation for 480 Penno Rd from "Industrial" to "Private Recreational".	July 25, 2022
THAT Council direct staff to bring forward the rationale for the OCP 2040 Map 3.1 Future Land Use designation for 480 Penno Rd.	June 27, 2022

Subject Property Map: 480 Penno Road



5.0 Current Development Policies

5.1 Development Application and Heritage Procedures Bylaw No. 12310

The purpose of the Bylaw is to establish procedures for the processing of land development applications, including amendments to the Official Community Plan. The Bylaw outlines that consultation requirements as identified in Council Policy No. 367 must be undertaken. This Policy establishes standards and procedures for applicant's public notification and consultation responsibilities in respect of development applications prior to initial Council consideration. This ensures transparent and consistent application of standards for the benefit of affected residents, the development community and the City.

As this proposed OCP amendment involves a major change to the Future Land Use class, public notification prior to consideration of first reading includes posting a development notice sign, conducting neighbour consultation and hosting a public information session. It is recommended that Council waive this pre-first reading public notification requirement as the proposal has already garnered early public engagement, numerous media stories, and significant public correspondence.

Report prepared by: Policy and Planning

Reviewed by: Policy and Planning

Approved for Inclusion: Ryan Smith, Divisional Director, Planning & Development Services



City of
Kelowna

2040

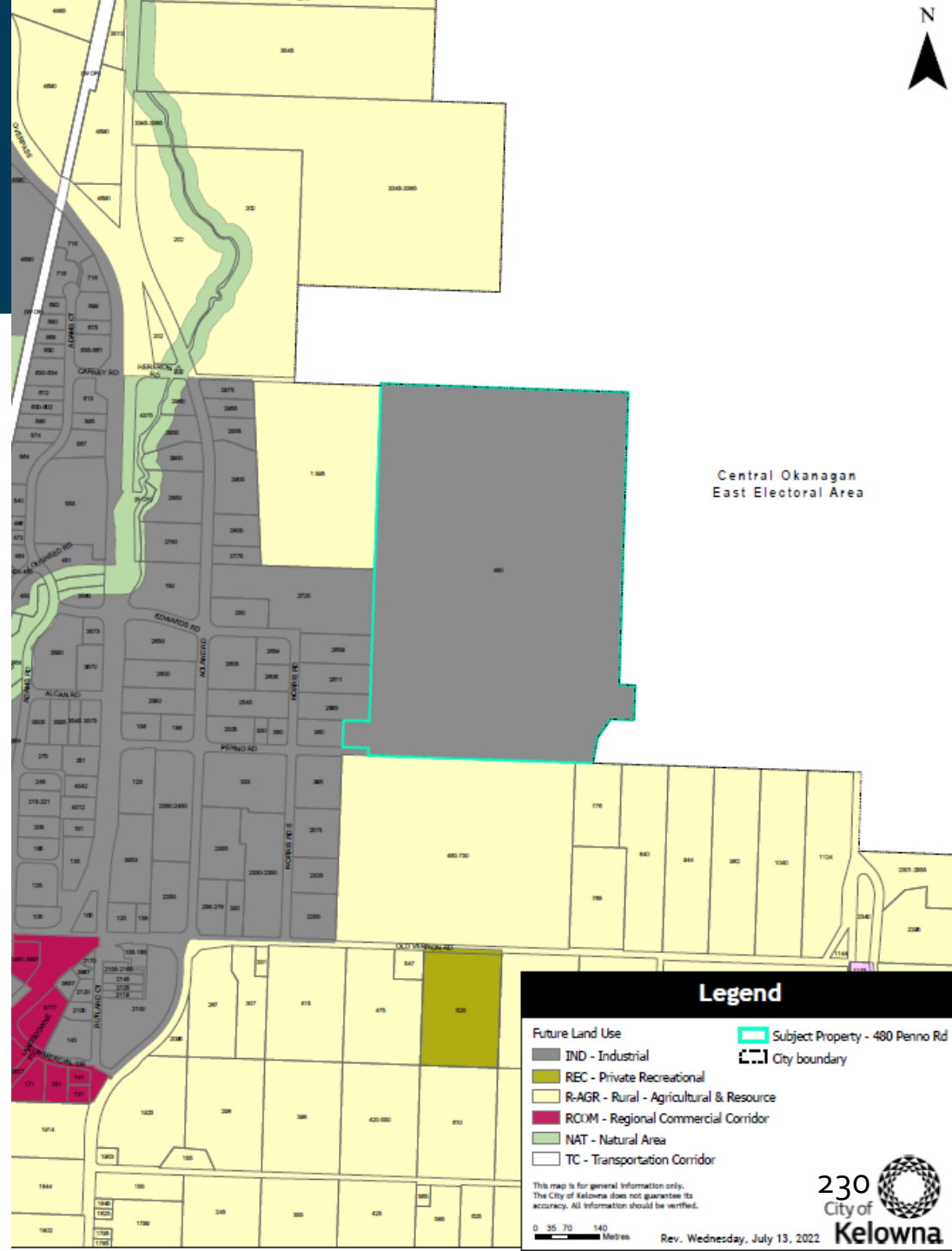
Official
Community Plan

OCP22-0009: 480 Penno Road

Subject Property Map



Future Land Use



Central Okanagan
East Electoral Area

Legend

IND - Industrial	Subject Property - 480 Penno Rd
REC - Private Recreational	City boundary
R-AGR - Rural - Agricultural & Resource	
RCOM - Regional Commercial Corridor	
NAT - Natural Area	
TC - Transportation Corridor	

This map is for general information only.
The City of Kelowna does not guarantee its accuracy. All information should be verified.

0 35 70 140 Metres

Rev. Wednesday, July 13, 2022

Staff Recommendation

THAT Official Community Plan Map Amendment Application No. OCP23-0004 to amend Map 3.1 in the Kelowna 2040 – Official Community Plan Bylaw No. 12300 by changing the Future Land Use designation of Lot B District Lot 123 ODYD Plan EPP41714, located at 480 Penno Road, Kelowna, BC from the IND – Industrial designation to the REC – Private Recreational designation, as outlined in the Report from the Policy & Planning Department dated March 20, 2023, be considered by Council;

AND THAT the Official Community Plan Amending Bylaw No. 12499 be forwarded to a Public Hearing for further consideration;

AND THAT the requirement to hold a Public Information Session, conduct Neighbour Consultation and post a Development Notice Sign, prior to the Official Community Plan Map Amending Bylaw receiving first reading, in accordance with the Local Government Act, and the City of Kelowna's Development Application and Heritage Procedures Bylaw No. 12310, be waived.



City of
Kelowna



2040 Official Community Plan

CITY OF KELOWNA

BYLAW NO. 12499

Official Community Plan Amendment No. OCP23-0004 480 Penno Road

A bylaw to amend the "*Kelowna 2040* – Official Community Plan Bylaw No. 12300".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT Map 3.1 – **Future Land Use** of "*Kelowna 2040* – Official Community Plan Bylaw No. 12300" be amended by changing the Future Land Use designation of Lot B District Lot 123 ODYD PLAN EPP41714, located on Penno Road, Kelowna, BC from the IND – Industrial designation to the REC – Private Recreational designation;
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council on this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: March 20, 2023
To: Council
From: City Manager
Subject: Business Licence Application Reconsideration
Department: Business Licensing – Development Services

Recommendation:

THAT Council NOT authorize the issuance of Business Licence 4075809 to allow a Home-Based Business, Major esthetic services establishment, located at 145 Summer Wood Dr, Kelowna, BC.

Purpose:

To hear a request for reconsideration of a Home-Based Business, Major business licence application on the subject property.

Background:

Section 60 of the Community Charter enables a business licence to be refused in any specific case, but

- a) the application must not be unreasonably refused, and
- b) on request, the person or body making the decision must give written reasons for the refusal.

Written reasons have been given to the owner and are based on non-compliance with the parking regulations within Zoning Bylaw 12375. *Section 60 (5) of the Community Charter* states: "If a municipal officer or employee exercises authority to grant, refuse, suspend or cancel a business licence, the applicant or licence holder who is subject to the decision is entitled to have the council reconsider the matter." Thus, the applicant has exercised their right to request that Council reconsider their business licence application.

The applicant for Business Licence 4075809 applied to change the location of their business to the subject property. The business has been licensed as a 'Home-Based Business, Major' at two previous locations since 2014. The subject property is a newly constructed single-family dwelling with a suite that received occupancy on December 15, 2022 and is located in a hillside subdivision. The dwelling has a double car garage with a double wide driveway, with walkways on either side, that is 6 m in length from the garage to the sidewalk. This permits a single parking spot to be located on the driveway for the suite and tandem parking for the principal dwelling.

The property is zoned RU2 – Medium Lot Housing, which allows principal dwelling as a primary use. The zone permits secondary suites and 'Home-Based Business, Major' as secondary uses. Zoning Bylaw 12375 requires two parking stalls for the principal dwelling and one parking stall for the secondary suite which may be located on the driveway. The addition of a 'Home-Based Business, Major' would require one additional parking stall which cannot currently be accommodated onsite.

Discussion:

Staff does not support the licensing of a 'Home-Based Business, Major' esthetic services establishment at the subject property. The primary function of business licensing is to verify that proposed business licences comply with the Business Licence Bylaw and all other relevant municipal bylaws. In this case, the proposal is not in compliance with the Zoning Bylaw as it relates to required parking. If the owner built an additional parking space onsite or applied for and was issued a Development Variance Permit to reduce the required parking onsite, then a business licence could be issued by Staff once the work has been completed or variance granted. Without a detailed dimensioned site plan, Staff initially reviewed the potential to add an additional parking stall and determined it was unlikely to be provided without variances.

The 'Home-Based Business, Major' land use permits up to two clients at any time including up to one employee in a residential zone. Given the scale of potential additional traffic this could bring to the property, this is why 'Home-Based Business, Major' require one additional onsite parking stall to accommodate the business use.

The applicant has been made aware of the following possible paths to move forward.

1. Apply for a 'Home-Based Business, Minor' use with option to operate itinerantly (travel from customer to customer). This would permit up to one customer per day to the subject property with no employees onsite and has no additional parking requirement.
2. Relocate the business to an appropriately zoned location.
3. Apply for a Development Variance Permit to vary the number of parking stalls required from four to three stalls.
4. Decommissioning of the secondary suite to permit the 'Home-Based Business, Major' land use.

Application Chronology

Date of Application Received: January 2, 2023

Date of Staff request for parking and floor plan: January 5, 2023

Date of Applicant attending City Hall to provide and review parking and floor plan: January 9, 2023

Date of Rejection of Business License: January 31, 2023

Subject Property: 145 Summer Wood Dr



Alternate Recommendation:

THAT Council authorize the issuance of Business Licence 4075809 for a 'Home-Based Business, Major' located at 145 Summer Wood Dr, Kelowna, BC.

AND THAT Council direct Staff to not enforce Zoning Bylaw regulations for minimum parking required onsite for the subject property located at 145 Summer Wood Dr, Kelowna, BC.

Internal Circulation:

Development Planning, Development Engineering

Legal/Statutory Authority:

Section 59 Powers to require and prohibit and Section 60 Business license authority under Division 9 – Business Regulation of the Community Charter

Submitted by: Sarah Krakower, Licensing & Property Use Inspector

Reviewed By:

Graham March, Licensing & System Improvement Supervisor

Approved for inclusion:

Ryan Smith, Divisional Director of Planning & Development Services



City of
Kelowna

145 Summer Wood Drive

Business Licence reconsideration by Council

Purpose

- ▶ To hear a request for reconsideration of a 'Home-Based Business, Major' business licence application on the subject property
- ▶ To consider a Staff recommendation to NOT issue a Business Licence to facilitate a 'Home-Based Business, Major' on the subject property

Business Licence Process



Jan 2, 2023

Date of application submitted



Jan 5, 2023

Staff contacted Applicant requesting additional info



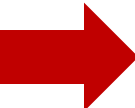
Jan 9, 2023

Applicant attended City Hall to review parking plan and floor plan with Staff



Jan. 31, 2023

Date of business licence rejection



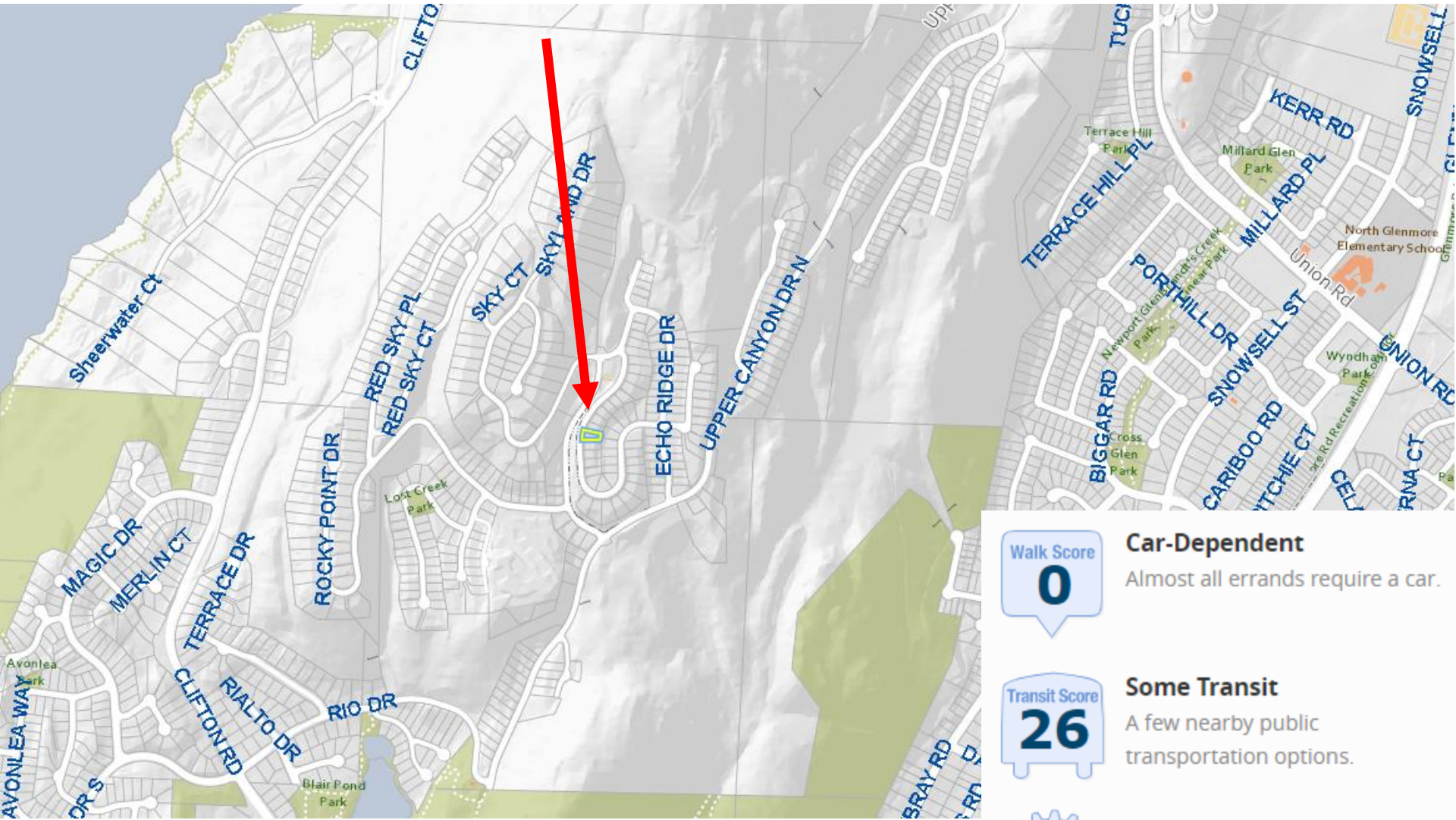
Mar 20, 2023

Re-consideration of business licence by Council



Council Approvals

Context Map



City of Kelowna

Walk Score
0

Car-Dependent
Almost all errands require a car.

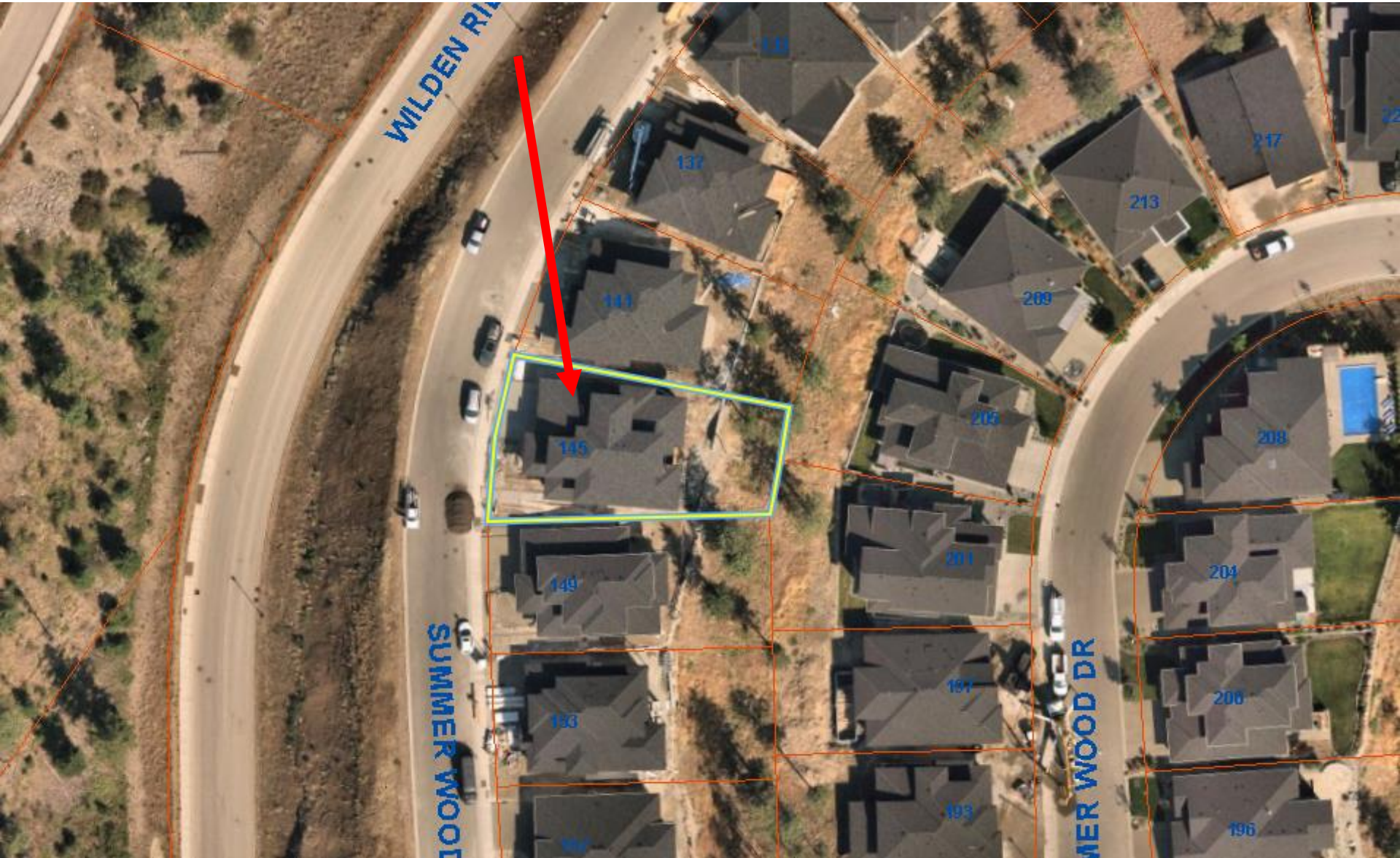
Transit Score
26

Some Transit
A few nearby public transportation options.

Bike Score
20

Somewhat Bikeable
Minimal bike infrastructure.

Subject Property Map



Background

▶ Section 60 of Community Charter

- ▶ the application must not be unreasonably refused, and
- ▶ on request, the person or body making the decision must give written reasons for the refusal.

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

Business Licensing

- ▶ Primary Role
 - ▶ To ensure compliance with Business Licence Bylaw and other relevant City Bylaws.
- ▶ The Zoning Bylaw requires an additional parking stall and Staff have recommended four possible paths to move forward (including a Development Variance Permit)

Staff Recommendation

- ▶ Staff recommend **non-support** to authorize the issuance of Business Licence 4075809 to allow a “Home Based Business, major” for the subject property located at 145 Summer Wood Drive

Alternate Recommendation

▶ **Alternate Recommendation:**

THAT Council authorize the issuance of Business Licence 4075809 for a 'Home-Based Business, Major' located at 145 Summer Wood Dr, Kelowna, BC.

AND THAT Council direct Staff to not enforce Zoning Bylaw regulations for minimum parking required onsite for the subject property located at 145 Summer Wood Dr, Kelowna, BC.

To whom this may concern,

I request that the Council reconsider the decision of the Licensing and Systems Improvement Supervisor denying my business license. I have been running a home-based spa since 2014 and provide many different services, which include threading, waxing, and facials. On this business license application, I applied to have my address changed to our new home address, which is 145 Summerwood Drive (V1V 2Z9). However, it was rejected by the City as they believe there is insufficient parking for the principal residence, a suite, and a home-based business major. The first reason why I think the city should reconsider this rejection is that I believe there is not an insufficient parking issue at our house. Our driveway is big enough to fit three vehicles easily. Within the home three people reside here: myself, Manjeet Kaur Sidhu, my Husband Gurmukh Singh Sidhu, and then [REDACTED], who lives in the legal suite. Each of us has one car. As per The City of Kelowna Zoning By-Law No. 8000, Section 8, Table 8.3.1.1 Residential Parking, it states that a minimum of one parking spot be provided to someone residing in a secondary suite which has been supplied to [REDACTED] on the suite side of the driveway. Although my husband and I have two cars, parking is not an issue at our house for my clients at any given time. Due to me having a home-based business, my vehicle is generally in the garage as I only ever leave to get supplies for my business, so this makes one spot in the driveway always available for my clients. However, not only this, but I run my business generally between 0800-1600, which is when my husband is at work. He works at Gorman Bros Lumber Ltd in West Kelowna and is typically gone from the house to work between 0600-1630, so this creates two spots on the driveway openly available for my clients to park when coming to my spa. As per The City of Kelowna Zoning By-law No. 8000, Section 8, Table 8.3.1.1 Residential Parking,

a Home based business major requires a minimum of 1 base parking space and a maximum of 2, which I am clearly meeting during the hours of operation for my business. Additionally, I also only ever have one client at a time. At my business, the only employee is myself, so I can only have one client at a time, and these appointments usually last a maximum of 25 minutes. Between each of my clients, I book in half-hour intervals, so there is never really a time when there are two clients at my house. Not only this but also just in case if ever needed there is lots of street parking available on both sides of the road. Within this appeal, I will attach plans for the parking as well while also additionally showing how three cars can fit on the driveway.

If there are any questions or concerns, please contact me via phone at [REDACTED] or by email at [REDACTED]. Additionally, feel free to stop by if needed at the house, and we can go over everything.

Thank you for your time,

Manjeet Sidhu

Report to Council



Date: March 20, 2023
To: Council
From: City Manager
Subject: Official Community Plan Consistency Policy
Department: Policy and Planning

Recommendation:

THAT Council adopts Council Policy No. 365 - Official Community Plan Consistency Policy as outlined in the Report from the Policy and Planning Department dated March 20, 2023;

AND THAT Council rescinds Council Policy No. 307 – Waiver of Public Hearing as outlined in the Report from the Policy and Planning Department dated March 20, 2023.

Purpose:

To adopt Council Policy No. 365 Official Community Plan Consistency Policy and to rescind Council Policy No. 307 – Waiver of Public Hearing.

Background:

Bill 26 received Royal Assent on November 25, 2021, bringing into effect changes around public hearings for zoning bylaws that are consistent with the Official Community Plan and options to delegate certain development variance permits (DVPs). The proposed policy outlined in this report is part of the preparation of bylaws and policies to implement those changes.

Previous Council Resolution

Resolution	Date
<p>THAT Council receives, for information, the report from the Office of the City Clerk dated January 10, 2022, with respect to options to implement legislative amendments to public hearing procedures;</p> <p>AND THAT Council directs staff to prepare bylaws and policies required to implement the legislated changes and recommended options described in the report from the Office of the City Clerk dated January 10, 2022.</p>	<p>January 10, 2022</p>

<p>THAT Council receives, for information, the report from the Office of the City Clerk dated November 22, 2021, with respect to legislative amendments affecting Council, public notices, and development application procedures;</p> <p>AND THAT Council directs staff to report back to Council with options to implement the legislative amendments;</p> <p>AND FURTHER THAT, once the legislative amendments come into effect, Council directs staff to make recommendations on public hearings for zoning applications as outlined in the report from the Office of the City Clerk dated November 22, 2021, pending bylaw and policy amendments.</p>	<p>November 22, 2021</p>
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Discussion:

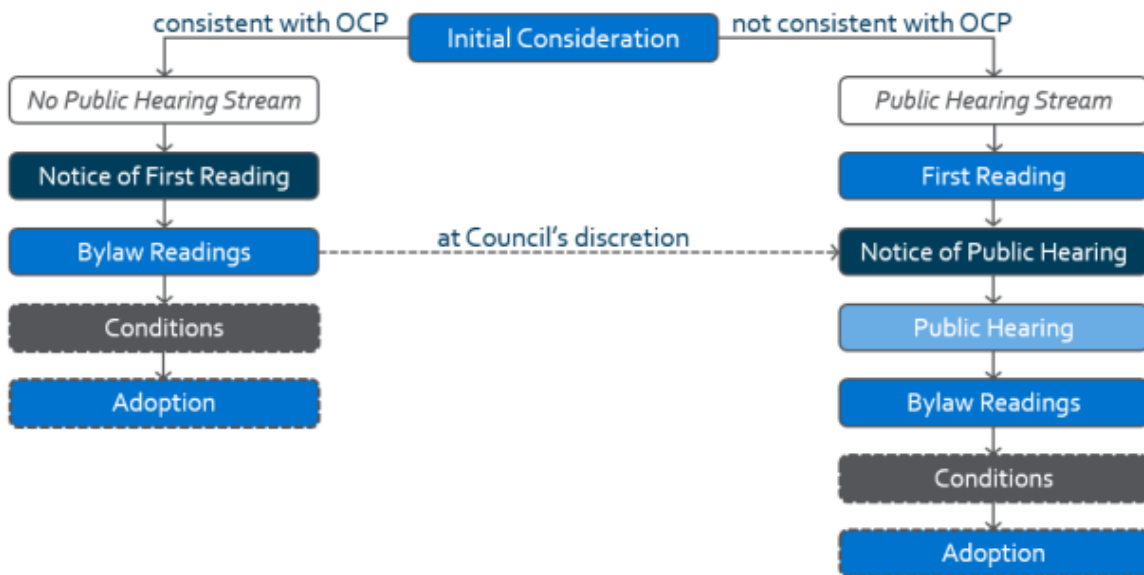
Local Government Act (LGA) Section 471(1) states that *"An Official Community Plan is a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government."* The Local Government Act also states in Section 478(2) that all bylaws enacted or works undertaken by Council must be consistent with the Official Community Plan (OCP).

The LGA requires a zoning bylaw that does not go to a public hearing be consistent with the OCP (Bill 26). Where there is not consistency with the OCP, the City must hold a public hearing on a proposed zoning bylaw, including amendments to the bylaw.

The purpose of this report is to outline the details pertaining to the proposed Council Policy No. 365 - Official Community Plan Consistency Policy. This internal policy outlines how consistency is determined when a proposed zoning bylaw or works is consistent with the 2040 Official Community Plan. Individual Council reports of rezoning applications will identify relevant OCP policies and how the application does or does not meet them. Staff recommend that rezoning applications that have a recommendation of non-support from staff continue to go to public hearing.

Rezoning Application Flowchart

The flowchart below shows the two streams for rezoning applications. Those that are consistent with the OCP do not require a public hearing and follow the process on the left. Those that are not consistent with the OCP require a public hearing and follow the process on the right. Staff will recommend which stream to follow at initial consideration. Council may choose to direct an application to public hearing at initial consideration or following notice of first reading.



Examples: Application of OCP Consistency Policy

The following two examples are recent rezoning applications that are consistent with the Official Community Plan. The requirement to hold a Public Hearing was not required for either application given that the applications meet the intent of the OCP and align with OCP Policy.

- Z22-0052
 - Application to rezone 5428 Tanager Ct from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone to facilitate the development of a carriage house on the subject property. Future Land Use designation is S-RES – Suburban Residential. The proposal meets the intent of the OCP which speaks to the accommodation of single and two dwelling housing with opportunities for secondary suites and carriage houses.

- Z21-0093
 - Application to rezone 1820 Ambrosi Rd from the RU1 – Large Lot Housing zone to the C4- Urban Centre Commercial zone to facilitate the development of a commercial building. Future Land Use designation is UC – Urban Centre. The proposed commercial and office uses are consistent with the OCP Policy which encourages office development within Urban Centres and within close proximity to transit.

Rescindment of Council Policy No. 307 – Waiver of Public Hearing

Council Policy No. 307 – Waiver of Public Hearing is obsolete due to the recent change in legislation.

The decision for Council to waive public hearings is no longer an option given that rezoning applications that are consistent with the Official Community Plan do not require a public hearing.

Conclusion:

Council Policy No. 365 - Official Community Plan Consistency Policy outlines how consistency is determined when a proposed zoning bylaw or works is consistent with the 2040 Official Community Plan. The Policy reflects new legislated procedures and recent procedural practice with waiving public hearings in 2021 as a starting point for criteria and processes. With the change in legislation and adoption of Council Policy No. 365, the current Council Policy No. 307 – Waiver of Public Hearing is obsolete.

Internal Circulation:

Office of the City Clerk
Development Planning

Considerations applicable to this report:

Legal/Statutory Authority:

Local Government Act s. 464 Requirement for public hearing before adopting bylaw

- (2) A local government is not required to hold a public hearing on a proposed zoning bylaw if
 - (a) an official community plan is in effect for the area that is the subject of the zoning bylaw, and
 - (b) the bylaw is consistent with the official community plan.

Legal/Statutory Procedural Requirements:

Existing Policy:

[Council Policy No. 307 Waiver of Public Hearing](#)

[Council Policy No. 367 Public Notification & Consultation for Development Applications](#)

Attachments:

Attachment 1: Draft Council Policy No. 365 – Official Community Plan Consistency Policy

Attachment 2: Council Policy No. 307 – Waiver of Public Hearing

Submitted by: R. Miles, Long Range Policy Planning Manager

Approved for inclusion:



D. Noble-Brandt, Policy & Planning Dept. Manager



City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4
250 469-8500
kelowna.ca

Council Policy

Official Community Plan Consistency Policy

ESTABLISHED: March 20, 2023

Policy
Contact Department: Policy and Planning

Guiding Principle

The City of Kelowna uses the Official Community Plan (OCP) to guide how and where Kelowna will grow. A public hearing is not required for zoning bylaws that are consistent with the OCP. Zoning bylaws that are not consistent with the OCP require a public hearing.

Purpose

To establish guidance for determining if a zoning bylaw is consistent with the OCP.

Application

This policy applies to an application to amend the Zoning Bylaw submitted in accordance with Development Application and Heritage Procedures Bylaw No. 12310, as amended or replaced.

Policy Statements

- 1) A zoning application is consistent with the OCP when it meets the following criteria:
 - a) **Balancing Policy:** The OCP is a statement of objectives and policies, meaning that determining consistency will require balancing those objectives and policies to best align with the OCP's ten pillars and growth strategy, as outlined in Chapter 1: The Big Picture.
 - b) **Consistency with Mapping:** Maps that form part of the OCP represent a reflection of the OCP's objectives and policies. Zoning bylaws must be consistent with the Future Land Use Designations outlined in Map 3.1. Staff will consider the numerous objectives and policies that inform this map and other maps in the OCP to evaluate consistency; and
- 2) A report to Council for a zoning application will identify relevant OCP policies and how the application does or does not meet them.
- 3) Council may choose to direct a zoning application consistent with the OCP to public hearing at:
 - a) initial bylaw consideration; or
 - b) following notice of first reading.
- 4) Staff will recommend that a zoning application with a staff recommendation of non-support or a text amendment to the Zoning Bylaw be sent to public hearing.
- 5) A Future Land Use Designation does not compel Council to support or adopt a bylaw or works, even where consistent with the OCP, nor does it compel Council to allocate the highest amount of density on a property that is guided by that designation.



City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4
250 469-8500
kelowna.ca

Council Policy

Waiver of Public Hearing

ESTABLISHED: November 4, 2002

Contact Department: Office of the City Clerk

Guiding Principle

The Local Government Act allows for Council to waive a public hearing on a proposed zoning bylaw if an Official Community Plan is in effect for the area that is subject to the zoning bylaw and the bylaw is consistent with the Official Community Plan. Council has chosen to establish additional criteria to determine when to waive a public hearing.

Purpose

To establish criteria for waiving public hearings under section 464(2) of the Local Government Act.

Application

Council may waive a public hearing on a proposed zoning bylaw if:

1. The bylaw is consistent with the Official Community Plan;
2. The bylaw has a supporting recommendation from staff; and
3. The bylaw is not expected to generate significant public input based on correspondence received at the time of writing of the Council report.

Staff will provide a recommendation in accordance with the above criteria. Council may choose to waive the requirement for a public hearing, direct the bylaw to a public hearing, or defeat the bylaw.

Notice of a waived public hearing will be given in accordance with Development Application Procedures Bylaw No. 10540, as amended or replaced from time to time, and written correspondence will be circulated to Council. Staff will prepare a supplemental report summarizing the correspondence and recommending that Council give the bylaw further readings, direct the bylaw to a public hearing, or defeat the bylaw.

Staff will report on waived public hearing statistics a minimum of twice per year.

Policy Statements

The City will provide the public with an opportunity to provide input to Council on proposed land use bylaws in accordance with the Local Government Act.

Amendments

Resolution: R0918/21/10/04

Replacing: R375/10/04/26; R407/02/11/04



City of
Kelowna

Official Community Plan Consistency Policy No. 365

March 2023

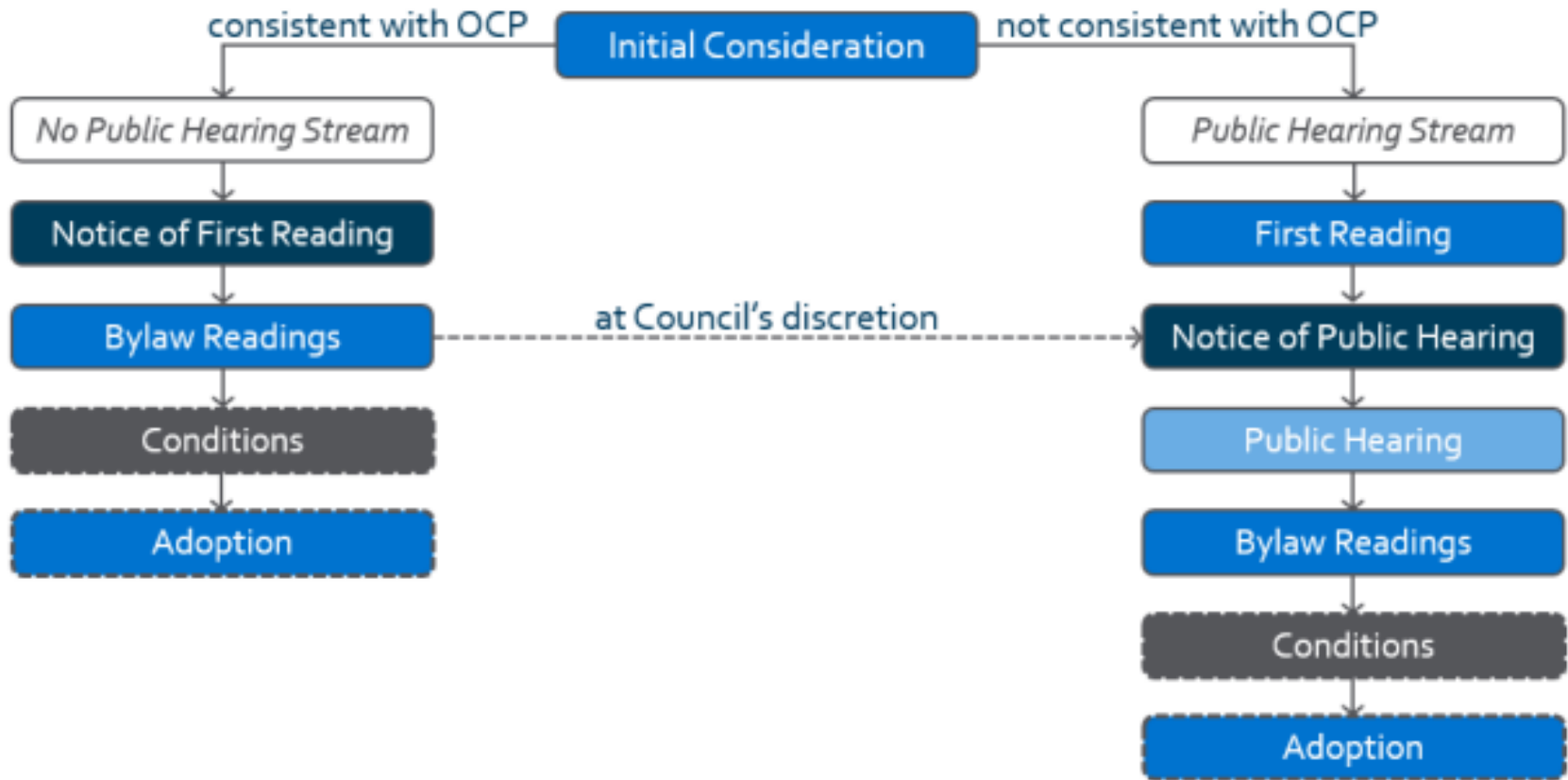
Purpose

- ▶ To adopt Council Policy No.365 Official Community Plan Consistency Policy
- ▶ To rescind Council Policy No. 307 – Waiver of Public Hearing.

Background

- ▶ Bill 26 given Royal Assent November 25, 2021
- ▶ Zoning bylaws that are consistent with the OCP no longer need a public hearing

Rezoning Application Flowchart



Policy Statements

- ▶ Zoning application consistent with the OCP when:
 - ▶ Consistent with Mapping
 - ▶ Balanced objectives and policies
- ▶ Report to Council for a zoning application will identify relevant OCP policies and how the application does or does not meet them
- ▶ Council may choose to direct a zoning application consistent with the OCP to public hearing
- ▶ Staff will recommend that a zoning application with a staff recommendation of non-support to the Zoning Bylaw be sent to public hearing
- ▶ Future Land Use Designation does not compel Council to support, even where consistent with the OCP

Rescindment of Council Policy No. 307 – Waiver of Public Hearing

- ▶ Obsolete due to recent change in legislation
- ▶ Zoning bylaws that are consistent with the OCP no longer require a public hearing



Questions?

For more information, visit kelowna.ca.

Report to Council



Date: March 20, 2023
To: Council
From: City Manager
Subject: Airport Advisory Committee Terms of Reference - 2023
Department: Kelowna International Airport

Recommendation:

THAT Council receives for information the report from Kelowna International Airport dated March 20, 2023, regarding the Terms of Reference for the Airport Advisory Committee;

AND THAT the Terms of Reference for the Airport Advisory Committee be amended to include a member of the Okanagan Indian Band and remove the member of the community-at-large within the City of Kelowna, as attached to the Report of the Airport dated March 20, 2023.

Purpose:

To amend the Terms of the Reference for the Airport Advisory Committee.

Background:

The Airport Advisory Committee (the AAC) was formed to facilitate participation from local government and business and community interests within the Kelowna International Airport (the Airport) catchment area on matters associated with the development of the Airport. The AAC is a select committee of Council that reviews, reports and advises Council on matters concerning the long-term development of the Airport.

The AAC's Terms of Reference are comprised of twenty individuals including the Mayor, the City of Kelowna Council (1), the City of Kelowna community-at-large (1), the City of Kelowna aviation industry (1), the Central Okanagan Regional District (1), the City of Vernon (1), the City of Penticton (1), the City of Salmon Arm (1), the District of Peachland (1), the District of Lake Country (1), the City of West Kelowna (1), the University of British Columbia – Okanagan (1), the Kelowna Chamber of Commerce (1), the South Okanagan Chamber of Commerce (1), the Summerland Chamber of Economic Development & Tourism (1), the Vernon Chamber of Commerce (1), the Greater Westside Board of Trade (1), the Westbank First Nations (1), the Economic Development Commission (1), and Tourism Kelowna (1).

Discussion:

In order to ensure representation by a key stakeholder while maintaining the same number of members on the AAC, the Airport is requesting that the one member from the community-at-large within the City of Kelowna be removed, and that one member be added from the Okanagan Indian Band.

Conclusion:

The Airport recommends that the Terms of Reference for the AAC be amended to include a member of the Okanagan Indian Band and remove the member of the community-at-large within the City of Kelowna.

Internal Circulation:

City Clerk's Office
Communications
Finance

Considerations applicable to this report:

Legal/Statutory Authority:

Community Charter section 142 – Select Committees of Council

Legal/Statutory Procedural Requirements:

Terms of Reference, Kelowna Airport Advisory Committee

Considerations not applicable to this report:

Existing Policy:

Financial/Budgetary Considerations:

External Agency/Public Comments:

Communications Comments:

Submitted by:

S. Dyrdal, Senior Airport Finance and Corporate Services Manager

Approved for inclusion:

S.S.

cc:

S. Dyrdal, Senior Finance and Corporate Services Manager

S. Fleming, City Clerk

T. McQueenie, Airport Corporate Services Manager

M. Friesen, Acting Controller

C. Brannagan, Communications Advisor

Terms of Reference



AIRPORT ADVISORY COMMITTEE

INTRODUCTION

The Airport Advisory Committee was formed to facilitate participation from local government, business and community interests within the airport catchment area on matters associated with the development of the Kelowna International Airport.

The Airport Advisory Committee is a **Select Committee** of Council.

OBJECTIVE

The Airport Advisory Committee reviews, reports and advises Council on matters concerning the long term development of the Kelowna International Airport.

SCOPE OF WORK

To achieve this objective, the Airport Advisory Committee will undertake the following activities:

- Promote the development of the Kelowna International Airport as the major commercial hub airport in the Thompson / Okanagan Region
- Encourage the development of improved air services to the region
- Review and make recommendations on selected matters as requested by Kelowna City Council
- Represent the interests of the airport with the Federal and Provincial Governments
- Provide community input to airport management on airport activities

MEMBERSHIP

In order to provide representation from other communities served by the airport, as well as business and community interests, the membership of the Committee is as follows:

- Mayor of City of Kelowna
- One City of Kelowna Councillor
- City of Kelowna - one Aviation Industry representative appointed by the City
- City of Kelowna - one University of British Columbia Okanagan representative appointed by the City
- Central Okanagan Regional District - one member nominated by the District
- City of Vernon - one member nominated by the City of Vernon
- City of Penticton - one member nominated by the City of Penticton
- City of Salmon Arm - one member nominated by the City of Salmon Arm
- District of Peachland - one member nominated by the District of Peachland
- District of Lake Country - one member nominated by the District of Lake Country
- City of West Kelowna - one member nominated by the City of West Kelowna
- Kelowna Chamber of Commerce - one member nominated by the Chamber Board
- South Okanagan Chamber of Commerce - one member nominated by the Chamber Board
- Summerland Chamber of Economic Development & Tourism - one member nominated by the Chamber Board
- Vernon Chamber of Commerce - one member nominated by the Chamber Board
- Greater Westside Board of Trade - one member nominated by the Board
- Westbank First Nations - one member nominated by Westbank First Nations
- Okanagan Indian Band - one member nominated by Okanagan Indian Band

- Economic Development Commission - one member nominated by the EDC Board
- Tourism Kelowna - one member nominated by the Tourism Kelowna Board

APPOINTMENT AND TERM

Members shall be appointed by Council for a four-year term, to run concurrent with the Council term. The University of British Columbia Okanagan representative and Councillors shall be appointed by Council. Representatives from other member local governments and community groups shall be appointed by their respective organization.

Council may, at any time, remove any member of the Committee and any member of the Committee may resign at any time upon sending written notice to the Chairperson of the Committee.

Committee members who are absent for three consecutive meetings shall forfeit their appointment, unless such absence is authorized by resolution of the Committee.

Committee members may stand for re-appointment at the conclusion of their term.

Members of the Committee shall serve without remuneration.

In the event of a vacancy occurring during a regular term of office, the vacancy may be filled for the remainder of that term by an alternate if appointed by the member local governments, or organization.

The Committee may appoint sub-committees to deal with any special matters coming within the scope and jurisdiction of the Committee. Any sub-committee so created will report to the Committee.

CHAIR

The Mayor of the City of Kelowna shall be the Chairperson of the Committee. In the absence of the Mayor, the City of Kelowna Councillor shall serve as Acting Chairperson.

MEETING PROCEDURES

The Chairperson shall call meetings of the Committee semi-annually, provided that additional meetings will be called at the pleasure of the Chair.

A special meeting may be called by the Chairperson or at the request of any three members of the Committee. Notice of the day, hour, and place of special meeting shall be given at least three days prior to the meeting, by leaving a copy of the notice for each member of the Committee and by delivering a copy of the notice to the Office of the City Clerk for posting.

Unless otherwise authorized by the *Community Charter* or City of Kelowna Council Procedure Bylaw No. 9200 all meetings will be held in open session and in a location accessible to the public.

A meeting or part of a meeting may be closed to the public if the subject matter being considered relates to one or more of the matters referred to in section 90 of the *Community Charter*. Before a meeting or part of a meeting is closed to the public, the committee must state, by resolution, the fact that the meeting is to be closed, and the basis under Section 90 of the *Community Charter* on which the meeting or that portion of the meeting is to be closed.

Unless otherwise authorized by the Committee, the public shall only address the Committee when they are a scheduled delegation on the Committee meeting agenda.

A majority of the Committee shall represent a quorum. A meeting shall not proceed if a quorum cannot be achieved. Members must notify the City at least two (2) working days before the meeting if they are unable to attend.

The order of business is to be as set out in an agenda package to be provided to the committee members in advance of the meeting date. A copy of the agenda will be forwarded electronically to the Office of the City Clerk at least three complete working days prior to the meeting date. Minutes of the meetings will be prepared and then signed by the Committee Chair. Originals of the minutes will be forwarded to the Office of the City Clerk for safekeeping.

Committee members have a responsibility to make decisions based on the best interests of the City-at-large.

Conflict of Interest

Committee members must abide by the conflict of interest provisions of the *Community Charter* and City of Kelowna Council Procedure Bylaw No. 9200. Members who have a direct or indirect pecuniary interest in a matter under discussion are not permitted to participate in the discussion of the matter or to vote on a question in respect of the matter. They must declare their conflict and state the general nature of their conflict, and then leave the meeting or that part of the meeting where the matter is under discussion. The member's declaration must be recorded in the minutes, and the Committee member must not attempt in any way, whether before, during or after the meeting to influence the voting on any question in respect of the matter.

Voting

All members of a committee, including the chair, vote on every question unless they have declared a conflict and left the meeting.

Members who do not indicate their vote, or have left the meeting without declaring a conflict, are counted as having voted in favour of the question.

If the votes are equal for and against, the question is defeated.

Comments in Public or to the Media

When speaking in public or to the media on an issue, Committee members must distinguish whether they are speaking as a member, a representative of another agency or community group, or as an individual. Committee members need to convey the public interest and remember that they represent the Corporation of the City of Kelowna. This means they must be consistent with the City's position on specific issues.

REPORTING TO COUNCIL

Recommendations of the Committee must be adopted by Committee motion prior to presentation to Council.

The Committee will provide a status report to Council annually. This report should include a record of work conducted and an indication of the associated costs attached to the Committee's work including staff time.

The Committee Chairperson, or his designate, will report to Council on behalf of the Committee.

The Office of the City Clerk will ensure Committee Agendas and Minutes are forwarded electronically for circulation to all Council members.

BUDGET

The routine operations and any special initiatives of the Committee will be funded by allocations within the Airport budget.

STAFF SUPPORT

The City Manager and the Airport Director shall attend the meetings in a resource capacity.

The Airport staff shall provide support for the Committee to undertake work assigned by Council within the Committee's scope of work. Support functions may include the following:

- organizing and preparing the agenda, in conjunction with the Committee Chairperson & staff liaison;
- distributing the agenda packages to Committee members;
- forwarding the agenda to the Office of the City Clerk for posting as a public notice;
- mailing or delivering all meeting notices and agendas;
- receiving all correspondence, and preparing correspondence and reports on behalf of the Committee;
- reviewing the draft minutes and returning them to the Office of the City Clerk to finalize prior to adoption by the Committee;
- managing the files of the Committee, as necessary;
- maintaining a list of outstanding issues for committee action in accordance with the Committee's scope of work and Council's direction.

The staff liaison shall initiate recommendations to Council for committee appointments and maintain an updated list of appointees, the date they were appointed whenever changes occur, and provide a copy of the updated list to the Office of the City Clerk.

The Office of the City Clerk shall provide secretarial support for the Committee. Support functions include the following:

- Taking and preparing draft minutes, and providing the final minutes to the Office of the City Clerk and Committee members
- Maintaining the records of the Committee, including posting and filing of minutes for the public record

Other support functions may include the following:

- Organizing and preparing the meeting agendas, in conjunction with the Committee Chair & staff liaison
- Receiving and organizing all related presentation materials and/or correspondence prior to the meeting date to ensure inclusion with the committee member's agenda package, and for the public record
- Distributing the agenda packages to committee members

Endorsed by Council: December 18, 2000

Revised: August 26, 2002

Revised & Endorsed by Council: May 5, 2008

Revised & Endorsed by Council: October 19, 2009

Revised & Endorsed by Council: May 28, 2012

Revised & Endorsed by Council: April 13, 2015

Revised & Endorsed by Council: December 10, 2018

Report to Council



Date: March 20, 2023
To: Council
From: City Manager
Subject: 2023 Financial Plan – Carryover Budget - Volume 2
Department: Financial Planning

Recommendation:

THAT the 2023 Financial Plan be increased by \$ 19,404,100 for operating carryover projects and \$217,872,400 for capital carryover projects as summarized in the 2023 Financial Plan – Carryover Budget – Volume 2.

Purpose:

To present the 2023 Financial Plan – Carryover Budget - Volume 2 to Council for approval and inclusion into the 2023 Financial Plan.

Background:

The operating and capital projects listed in the 2023 Financial Plan – Carryover Budget – Volume 2 represents projects that were not completed in 2022 or were originally planned to be completed over multiple years. These projects were previously approved by Council, and therefore do not add to the taxation demand for 2023. Funding sources for these projects include reserves, debt, utility, and other contributions, including grants.

Corporate financial policy and guidelines were established in 2021 to provide a consistent framework for an incomplete operating and/or capital project budget to be considered for carryover into the following budget year, where funding is available. This policy applies to all operating and capital budget items whose underspending in a budget year is a result of timing, scope change, or is a multi-year undertaking and is requiring a carryover to the following budget year in order to complete the project. This underspending, if not carried forward into the following budget year, would not allow for the completion of the project and the lapsed funding would flow into the City’s annual surplus.

To be eligible for budget carryover a request must be justified and meet one of the following criteria:

- Design Option: A one-time operating or capital project that is waiting for a design decision or is being re-scoped due to a change in circumstances.
- External Event: A one-time operating or capital project that is delayed due to an unanticipated external event.

- Multi-Year: A one-time operating or capital project that is planned over multiple years and has been identified as such in the original budget request.
- Scheduling: A one-time operating or capital project that is delayed due to internal scheduling conflicts.
- Awaiting Grant Information: A one-time operating or capital project that is on hold pending grant approval.
- Program: An operating or capital project that is part of a larger annual program that has a list of projects that exceed the annual budget.
- Council Approved: An operating project with a base budget that has been approved by Council to be used as funding for a project on a one-time basis.
- Policy: An operating project with a base budget that has a Council-endorsed policy to support a carryover.

For 2022, the carryover criteria External Event makes up for 31% of the overall carryover counts. This is largely due to the ongoing effects of the COVID-19 pandemic, supply chain issues, and weather delays which slowed the progress on many projects in 2022. With respect to the remainder of the projects, 25% are projects which were delayed due to internal scheduling challenges, 22% were previously approved as multiyear, 11% for continued annual programming, 9% caused by design delays, 1% are awaiting grant information, and 1% are Council approved or have a policy that direct the carryover of remaining budget.

A detailed discussion of projects included in this volume is not planned. Should Council have questions regarding any specific carryover and would like it discussed at the March 20, 2023, meeting, please advise the City Manager in advance and he will arrange for a division representative to attend the Council meeting.

Considerations applicable to this report:

Financial/Budgetary Considerations:

A consolidated 2023-2027 Five-Year Financial Plan will be brought to Council for adoption by bylaw at Final Budget on April 24, 2023. This will precede adoption of the 2023 property tax bylaw, in accordance with Section 165 of the Community Charter.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

External Agency/Public Comments:

Communications Comments:

Submitted by:

Melanie Antunes, CPA, Financial Planning Manager

Approved for inclusion:



J. Sass, CPA, CA Director Financial Services

Attachment:

1: 2023 Financial Plan – Carryover Budget - Volume 2

2: 2023 Financial Plan – Carryover Budget - Volume 2 Presentation



FINANCIAL PLAN

Kelowna, BC Canada
Carryover Budget - Volume 2

2023



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Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

External Agency/Public Comments:

Communications Comments:

Submitted by:

Melanie Antunes, CPA, Financial Planning Manager

Approved for inclusion:



J. Sass, CPA, CA Director Financial Services

Attachment:

- 1: 2023 Financial Plan – Carryover Budget - Volume 2
- 2: 2023 Financial Plan – Carryover Budget - Volume 2 Presentation

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▶▶ CARRYOVER BUDGET

The Carryover budget volume represents the incomplete projects, due to various reasons, from the 2022 budget year. These incomplete projects are being requested for carryover to 2023 with the intention of completion, or continuation in the case of multiple year projects. The total value of the 2023 Carryover volume is \$237.3M, increasing the 2023 operating program by \$19.4M and capital program by \$217.9M with no effect on taxation as these projects were previously approved by Council.

CARRYOVER REQUEST THREE-YEAR COMPARISON (\$ millions)

The overall Carryover value has increased from 2022 most notably in the Utility Funds. The majority of the increase can be attributed to the Airport Improvement Program and the Rutland Centre Sewer Connection Project within the utility funds and the Mill Creek Flood Projection project and the Highway 97 Pedestrian Overpass project in the general fund. The table below splits the last three years of carryovers between operating, capital, general fund and utility funds.

	2023	2022	2021
Total Carryover	\$237	\$177	\$173
Operating	\$19 = 8%	\$10 = 6%	\$8 = 5%
Capital	\$218 = 92%	\$167 = 94%	\$165 = 95%
General Fund	\$111 = 47%	\$87 = 49%	\$73 = 42%
Utility Funds	\$126 = 53%	\$90 = 51%	\$100 = 58%

CARRYOVER PROJECTS BY REASON TYPE

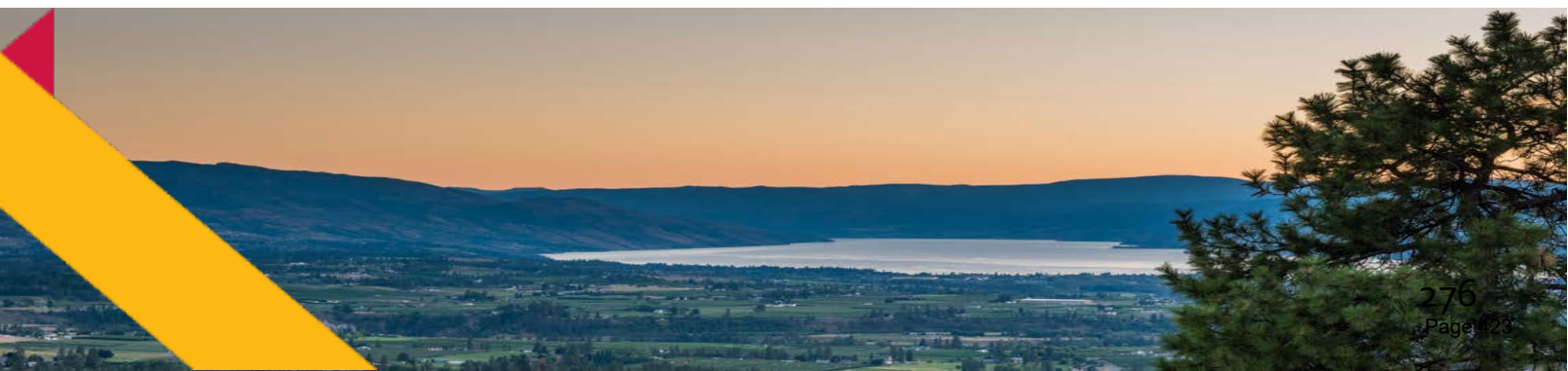
There are several reasons why operating and capital projects are requested to be carried over. Corporate financial policy requires all budget carryover requests meet one of the following criteria.

External Event

A one-time operating or capital project which is delayed due to an unanticipated external event, the event was beyond City control and includes an expectation the project is to continue in the next year with a completion date. The most significant of 2023 External Event requests was the RCMP Retroactive Payment at \$8.3M.

Design Option

A one-time operating or capital project which is waiting for a design decision or is being re-scoped due to a change in circumstances. 2023 carryover projects with the Design Option reason code include Mission Recreation - Softball Diamonds (DCC) at \$4.4M, Hwy 97 Pedestrian Overpass at \$4.4M, and Knox Mountain Geotechnical Engineering at \$3.8M.



Multi-Year

A one-time operating or capital project that is planned to be completed over multiple years and has been identified as such in the original budget request. 2023 carryover projects with the Multi-Year reason code category include Soaring Beyond 2.5 Million Passengers AIF Program at \$88.6M, Rutland Centre (SCA 22) Sewer Connection Project at \$10.3M, and Mill Creek Flood Protection at \$6.2M.

Scheduling Demands

A one-time operating or capital project that is delayed due to internal scheduling conflicts. 2023 carryover projects with the Scheduling Demands reason code category include Equipment and Vehicle Replacement at \$4.1M, Landfill Site Preparation at \$2.3M, and Casorso 3 DCC at \$1.5M.

Awaiting Grant Information

A one-time operating or capital project that is on hold pending grant approval. 2023 carryover projects on hold due to grant funding approval include Rutland Park & Ride, Mobility Hub, Operations facility at \$280k, Electric Vehicle Charging Stations at \$158k, and Energy Savings Program at \$95k.

Program

An operating or capital project that is part of a larger annual program that has a list of projects that exceed the annual budget. 2023 carryover projects with the Program reason code category include Parkland Acquisition at \$2.7M, Water Network and Facility Renewal at \$1.3M, Street Light Renewal at \$774k, and Traffic Signals and Roundabouts at \$758k.

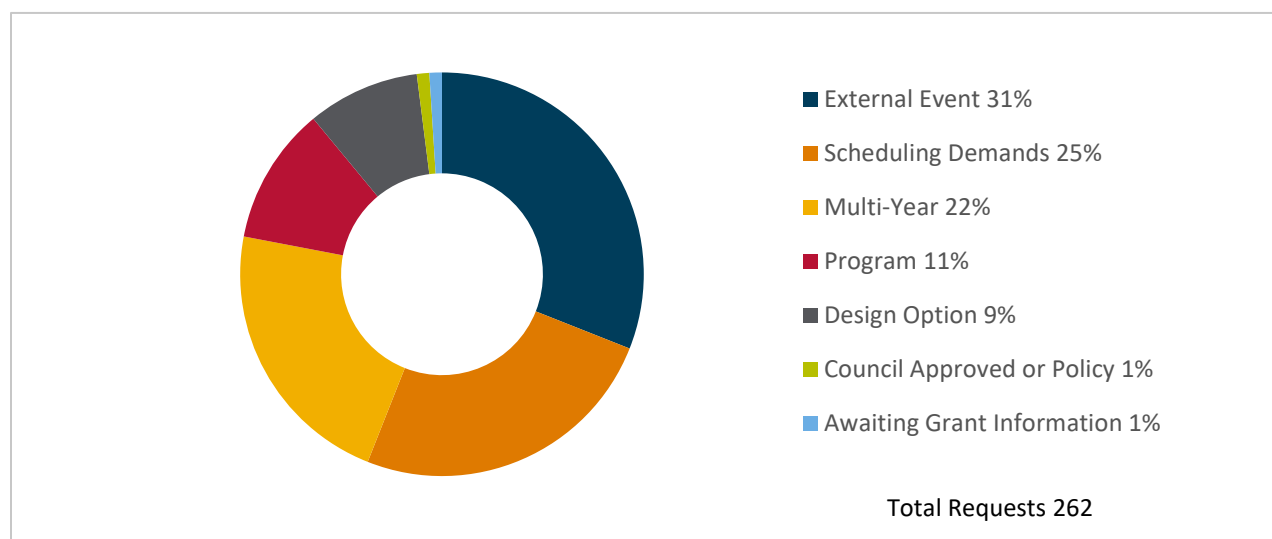
Council Approved

An operating project with a base budget that has been approved by Council to be used as funding for a project on a one-time basis. No 2023 carryovers fell into this reason code category.

Policy

An operating project with a base budget that has a Council endorsed policy to support a carryover. 2023 carryover projects with the Policy reason code category include Event Support Policy at \$605k, and Community Grant Policy at \$255k.

The graph below displays the carryover reason types by percentage of total number of carryover requests for 2023. The External Event carryover category makes up the greatest proportion of requests. This is largely due to supply chain issues and weather-related events delaying projects. Scheduling Demands was the second most common reason for carryover requests, which is due to labor shortages and staff deployment to other priorities.



SUMMARY OF MULTI-YEAR REQUESTS

The details of multi-year carryover requests are not presented in the Financial Plan as they were identified as multi-year projects when the original request was approved by Council. Multi-year operating and capital projects requested for carryover in 2023 are summarized in the tables below.

Operating Multi-Year Requests	Project Amount	Funding Source	Original Year	Expected Completion
H2O Adventure Fitness Centre Operating Model Review	45,500	RESERVE	2021	2023
Indigenous Community Engagement Framework	47,700	RESERVE	2022	2023
Indigenous Harm Reduction Health Canada Grant	311,200	FED/PROV	2022	2024
Journey Home - Reaching Home Grant	88,900	FED/PROV	2021	2023
PEOPLE Peer Navigators Cap. Building: Health Canada Grant	75,000	FED/PROV	2020	2023
Active Living & Culture Total	568,300			
Building Safer Communities Grant	141,400	FED/PROV	2022	2023
Business Continuity COVID Response	92,300	RESERVE	2020	2023
Community Safety Plan Implementation	98,000	RESERVE	2021	2027
Overnight Sheltering	499,900	RESERVE	2021	2023
Strengthening Comm. Ph 2-Outdoor Navigation Strat.	911,300	FED/PROV	2022	2023
Corporate & Protective Services Total	1,742,900			
AI/Chatbot Development Approvals Program	52,900	FED/PROV	2021	2023
Fire Department Management System Replacement	20,000	RESERVE	2022	2023
Corporate Strategic Services Total	72,900			
2040 Infrastructure Plan Consulting Support	99,400	RECO/RES/UTIL	2022	2024
Financial Planning System and Process Review	183,800	RESERVE	2021	2023
Financial Services Total	283,200			
858 Ellis Street Shelter	492,500	RESERVE	2022	2024
Cook Rd. Boat Launch Dredging	106,900	RESERVE	2022	2023
Partnerships & Investments Total	599,400			
4690 Hwy 97 Agricultural Considerations	571,000	RESERVE	2022	2024
Champion of the Environment Term Position	110,700	RESERVE	2021	2023
Healthy Housing Strategy	66,500	FED/PROV	2021	2024
Infill Housing Development Approvals Program	112,100	FED/PROV	2022	2023
Pandosy Urban Centre Plan	17,800	RESERVE	2022	2024
Planning & Development Services Total	878,100			
Total multi-year operating projects	4,144,800			

Capital Multi-Year Requests	Project Amount	Funding Source	10YCP Ref	Original Year	Expected Completion
Capital News Centre - Expansion	699,600	RESERVE	B1	2022	2025
PRC - Building Replacement Design	2,714,200	RESERVE	B3	2021	2024
Building Capital Total	3,413,800				
DeHart Park DCC (Eligible)	5,605,700	RESERVE	P4	2022	2023
Edith Gay Park Field #2 - Outfield Netting	130,000	RESERVE	P8	2022	2023
Mill Creek Linear Park	1,692,500	RESERVE	P7	2022	2024
Shoreline Restoration - Flood Damage	400,500	RESERVE	P7	2020	2023
Parks Capital Total	7,828,700				
Benvoulin Turn Lanes DCC (Casorso - KLO)	50,000	RESERVE	T1	2022	2023
Casorso 1 Roundabouts (Swamp - Benvoulin)	50,000	RESERVE	T1	2022	2023
Clement 2 DCC (Spall - Hwy33) Design	1,200,000	RES/GRANT	T2	2022	2023
Commonwealth Rd (Hwy 97 - Jim Bailey)	537,700	RESERVE	T1	2022	2023
Frost 1 DCC (Killdeer - Chute Lake)	73,500	RESERVE	T1	2022	2023
Glenmore 3 DCC (Clement - High) AT	94,900	RESERVE	T2	2022	2023
Gordon 1 DCC (Frost - South Perimeter), Road	1,842,900	RES/BORROW	T1	2019	2024
Hollywood 7 (Sexsmith - Appaloosa) Improvements	1,772,900	RESERVE	T1	2018	2023
Houghton 2 DCC (Hollywood Rd - Rutland Rd), ATC	3,010,000	RESERVE	T2	2020	2023
KLO Rd Mission Creek Bridge Replacement	169,800	RESERVE	T4	2020	2026
McCulloch Area DCC (KLO/Hall/Spiers)	454,400	RESERVE	T1	2016	2024
Rails with Trails to Greenway ATC	34,600	RESERVE	T2	2022	2023
Stewart 3 DCC (Crawford-Swamp), Road	721,100	RESERVE	T1	2021	2023
Sutherland 1 DCC (Gordon - Burtch), ATC	389,400	RESERVE	T2	2019	2023
Transportation Capital Total	10,401,200				
Stockpiles and Reprocessing Areas Relocation	1,373,000	RESERVE	SW7	2021	2023
Solid Waste Capital	1,373,000				
Mill Creek Flood Protection	6,206,800	RES/GRANT	D1	2019	2027
Storm Drainage Capital Total	6,206,800				
Major Systems Projects - Expense Ledger Module	50,000	RESERVE	I3	2022	2023
Major Systems Projects - Planning and Permitting	750,300	RESERVE	I3	2018	2023
Records and Information Management System	513,400	RESERVE	I3	2018	2023
Information Services Capital Total	1,313,700				
Fire Communications Equipment Renewal	450,000	RESERVE	F3	2022	2024
Fire Vehicle and Equipment Renewal	3,030,600	RESERVE	F1	2022	2023
Fire Capital	3,480,600				
Airport - Hotel Development	3,411,900	RESERVE	A2	2022	2024
Airport Child Care Facility	3,047,200	RES/GRT/OTH	A2	2022	2023
Airport Roof Replacement Program	537,300	RES/GRANT	A3	2018	2023
Soaring Beyond 2.5 Million Passengers AIF Program	88,583,200	RES/GRANT	A4	2020	2033
Airport Capital Total	95,579,600				
Burtch Trunk	1,230,100	RESERVE	WW5	2022	2023
KLO Rd Mission Creek Sewer Connection	874,200	RES/GRANT	WW6	2022	2023
Renewal - Wastewater Mains and Facilities	5,397,700	RESERVE	WW5	2022	2023
Rialto (SCA 16) Sewer Connection Project	779,700	RES/GRANT	WW6	2022	2023
Rutland Centre (SCA 22) Sewer Connection Project	10,301,600	RES/GRANT	WW6	2022	2025
Wastewater Capital Total	18,583,300				
Total multi-year capital projects	148,180,700				

SUMMARY OF PROGRAM REQUESTS

The details of carryover requests related to specific programs are not presented in the Financial Plan as they are part of a larger annual program consisting of projects that exceed annual budget and will continue indefinitely. The 2023 operating and capital programs requested for carryover are summarized below.

Operating Program Requests	Project Amount	Funding Source
Community for All Improvement	63,400	RESERVE
Miscellaneous Drainage	82,000	RESERVE
Regional Air Quality	230,300	FED/RES/REV
Transportation Master Planning Program	11,200	RESERVE
Infrastructure Total	386,900	
Facility Condition Assessments	76,800	RESERVE
Partnerships & Investments Total	76,800	
Climate Action Plan	266,100	FED/RES
Housing Reserve Fund	300,000	RESERVE
Planning & Development Services Total	566,100	
Total program operating requests	1,029,800	

Capital Program Requests	Project Amount	Funding Source	10YCP Ref
Irrigation Infrastructure Renewal	133,700	RESERVE	P8
Kelowna Memorial Cemetery - Improvements	187,400	RESERVE	P9
Knox Mountain Park Improvements	84,400	RESERVE	P7
Parkland Acquisition	2,720,000	RESERVE	P1
Parks Capital Total	3,125,500		
Active Transportation Corridor	384,000	RESERVE	T5
Bridge Rehabilitation	174,700	RESERVE	T4
Crosswalk Safety - Signals and Flashers	9,100	RESERVE	T7
Pedestrian and Road Safety Projects	466,500	RESERVE	T7
Roads Resurfacing	198,700	RESERVE	T4
Safe Routes to School Program	41,900	RESERVE	T7
Sidewalk and Bikeway Renewal	31,900	RESERVE	T4
Sidewalk Network Expansion	122,500	RESERVE	T6
Street Light Renewal	774,800	RESERVE	T4
Traffic Calming	90,200	RESERVE	T7
Traffic Signals and Roundabouts	758,000	RESERVE	T8
Transit - Equipment Renewal	129,300	RES/GRANT	T4
Transit - Land Acquisition	235,200	RESERVE	T9
Transit - New Equipment	20,200	RESERVE	T9
Transportation Capital Total	3,437,000		
Containment Devices	168,400	RESERVE	D2
Storm Drainage Capital Total	168,400		
Offsite & Oversize - Water	401,500	RESERVE	W5
Water Network and Facility Renewal	1,271,800	RESERVE	W6
Water Capital Total	1,673,300		
Offsite & Oversize - Wastewater	418,700	RESERVE	WW4
Wastewater Capital Total	418,700		
Total program capital projects	8,822,900		

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▶▶ OPERATING BUDGET



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2023 Operating Requests

Carryover Budget

Summary - General Fund

Page	Description	Amount	Reserve	Borrow	Grant/Other	Revenue	Utility	Reason
<u>Planning & Development Services Division</u>								
437	North End Area Plan	229,500	(54,500)	0	(175,000)	0	0	EXT EVENT
~	Champion of the Environment Term Position	110,700	(110,700)	0	0	0	0	MULTIYEAR
~	4690 Hwy 97 Agricultural Considerations	221,000	(221,000)	0	0	0	0	MULTIYEAR
~	Climate Action Plan	266,100	(216,600)	0	(49,500)	0	0	PROGRAM
~	Healthy Housing Strategy	66,500	0	0	(66,500)	0	0	MULTIYEAR
~	Housing Reserve Fund	300,000	(300,000)	0	0	0	0	PROGRAM
~	Infill Housing Development Approvals Program	112,100	0	0	(112,100)	0	0	MULTIYEAR
~	Pandosy Urban Centre Plan	17,800	(17,800)	0	0	0	0	MULTIYEAR
	Division Total	1,323,700	(920,600)	0	(403,100)	0	0	
<u>Partnerships & Investments Division</u>								
437	Land Strategy and Revitalization	10,100	(10,100)	0	0	0	0	SCHED
438	Provision of Shelter Services - Optimization of Physical Locations	38,100	(38,100)	0	0	0	0	DESIGNOPT
438	Strategic Land Development Projects	68,900	(68,900)	0	0	0	0	EXT EVENT
439	Energy Savings Program	95,000	(65,600)	0	(29,400)	0	0	WAITGRANT
439	Technical Specification Development - Buildings	52,500	(52,500)	0	0	0	0	SCHED
440	Operational Assessment of Municipal Boating Facilities - Ph II	78,200	(78,200)	0	0	0	0	EXT EVENT
440	Building Master Plan	250,000	(250,000)	0	0	0	0	SCHED
441	Community Health Centre Public Art	19,000	(9,400)	0	0	(9,600)	0	EXT EVENT
441	Cook Road Boat Launch - Provincial Approvals	72,600	(22,600)	0	0	(50,000)	0	DESIGNOPT
442	Future Buildings Planning	41,900	(41,900)	0	0	0	0	SCHED
442	Kelowna Police Services Building - Accommodation Study	50,000	(50,000)	0	0	0	0	EXT EVENT
443	Parkinson Rec Centre/SD23 Partnership	41,400	(41,400)	0	0	0	0	EXT EVENT
443	Parks Master Plan	94,100	(94,100)	0	0	0	0	EXT EVENT
444	Creative Hub Phase 2 – Implementation	82,800	(82,800)	0	0	0	0	EXT EVENT
444	Curb Space Management Strategy - Development	40,000	(40,000)	0	0	0	0	SCHED
445	Parking Strategy - Capri-Landmark Area Plan Development	16,800	(16,800)	0	0	0	0	EXT EVENT
~	Cook Rd. Boat Launch Dredging	106,900	(106,900)	0	0	0	0	MULTIYEAR
~	Facility Condition Assessments	76,800	(76,800)	0	0	0	0	PROGRAM
~	858 Ellis Street Shelter	492,500	(492,500)	0	0	0	0	MULTIYEAR
~	*4690 Hwy 97 Agricultural Considerations	350,000	(350,000)	0	0	0	0	MULTIYEAR

Page Description

Amount

Reserve

Borrow

Grant/Other

Revenue

Utility Reason

Division Total

2,077,600

(1,988,600)

0

(29,400)

(59,600)

0

Infrastructure Division

445	Hwy 97 & McCurdy Rd Tree Planting	75,500	(75,500)	0	0	0	0	SCHED
446	Landfill - Sliver Fill and Area 3 Landfill Gas Final Design	21,300	(21,300)	0	0	0	0	SCHED
446	Landfill Avocet Wetland Restoration	150,000	0	0	0	(150,000)	0	DESIGNOPT
447	Landfill Gas Blower Maintenance	11,800	(11,800)	0	0	0	0	EXT EVENT
447	Landfill Roberts Lake Environmental Management	37,400	(37,400)	0	0	0	0	SCHED
448	Landfill Waste Reduction - Evaluation of Building Deconstruction	50,000	(50,000)	0	0	0	0	SCHED
448	Okanagan Rail Trail Operational Activities	28,900	(28,900)	0	0	0	0	EXT EVENT
449	Preliminary Design Program	101,900	(101,900)	0	0	0	0	SCHED
449	Safety and Operations, Investigation - Safety Study	20,000	(20,000)	0	0	0	0	SCHED
450	Traffic & Transportation Engineering Traffic Calming	20,000	(20,000)	0	0	0	0	EXT EVENT
450	Water Integration Long-Range Plan	183,400	0	0	0	0	(183,400)	SCHED
451	Bicycle Map and Wayfinding Program	15,000	(15,000)	0	0	0	0	SCHED
451	Low Carbon Transportation: Neighbourhood Bikeway Program	50,000	(50,000)	0	0	0	0	SCHED
452	Major Employer Commute Trip Reduction - Pilot Program	30,000	(30,000)	0	0	0	0	SCHED
452	Regional Goods Movement Study	100,400	(100,400)	0	0	0	0	EXT EVENT
453	Transportation Safety Strategy	80,000	(80,000)	0	0	0	0	SCHED
453	Area Based Water Management Plan	385,600	(94,600)	0	0	0	(291,000)	SCHED
454	Hill Spring Dam Study	75,000	(75,000)	0	0	0	0	SCHED
454	Landfill - Stormwater and Property Planning	50,000	0	0	0	(50,000)	0	DESIGNOPT
455	North End Industrial Area Servicing Plan	56,800	0	0	0	0	(56,800)	SCHED
455	Samurai Court Slope Stability	13,300	(13,300)	0	0	0	0	EXT EVENT
456	Time Series Data Extraction from SCADA	21,800	(7,200)	0	0	0	(14,600)	SCHED
456	ICIP Joint Study Project	171,000	(171,000)	0	0	0	0	EXT EVENT
457	Midtown Core Optimization	98,500	(98,500)	0	0	0	0	EXT EVENT
457	Orchard Park Exchange	135,700	(135,700)	0	0	0	0	EXT EVENT
458	Rutland Transit Exchange Refurbishment	50,000	(50,000)	0	0	0	0	SCHED
458	Transit Maintenance Facility	145,100	(145,100)	0	0	0	0	EXT EVENT
~	Regional Air Quality	230,300	(139,600)	0	(10,700)	(80,000)	0	PROGRAM
~	Community for All Improvement	63,400	(63,400)	0	0	0	0	PROGRAM
~	Miscellaneous Drainage	82,000	(82,000)	0	0	0	0	PROGRAM
~	Transportation Master Planning Program	11,200	(11,200)	0	0	0	0	PROGRAM
~	* 2040 Infrastructure Plan Consulting Support	0	0	0	0	0	0	MULTIYEAR
Division Total		2,565,300	(1,728,800)	0	(10,700)	(280,000)	(545,800)	

Page Description	Amount	Reserve	Borrow	Grant/Other	Revenue	Utility	Reason
<u>Active Living & Culture Division</u>							
459 Community Grant Policy	254,900	(254,900)	0	0	0	0	BASE POL
459 Apple Bowl - Ticket Booth	50,000	(50,000)	0	0	0	0	DESIGNOPT
460 Event Support Policy	604,800	(604,800)	0	0	0	0	BASE POL
460 Island Stage - Planning & Design	50,000	(50,000)	0	0	0	0	SCHED
461 Memorial Arena - Event Hosting Audit	20,000	(20,000)	0	0	0	0	EXT EVENT
461 Sport League Management Software	19,400	(19,400)	0	0	0	0	DESIGNOPT
~ Indigenous Community Engagement Framework	47,700	(47,700)	0	0	0	0	MULTIYEAR
~ H2O Adventure Fitness Centre Operating Model Review	45,500	(45,500)	0	0	0	0	MULTIYEAR
~ Indigenous Harm Reduction Health Canada Grant	311,200	0	0	(311,200)	0	0	MULTIYEAR
~ Journey Home - Reaching Home Grant	88,900	0	0	(88,900)	0	0	MULTIYEAR
~ PEOPLE Peer Navigators Capacity Building: Health Canada Grant	75,000	0	0	(75,000)	0	0	MULTIYEAR
Division Total	1,567,400	(1,092,300)	0	(475,100)	0	0	

Corporate & Protective Services Division*Corporate Services*

462 Social Disorder & Employee Safety Committee	170,700	(170,700)	0	0	0	0	SCHED
462 Talent Acquisition Software Position Management Module	19,900	(19,900)	0	0	0	0	SCHED
~ Business Continuity COVID Response	92,300	(92,300)	0	0	0	0	MULTIYEAR
Division Total	282,900	(282,900)	0	0	0	0	

Corporate & Protective Services Division*Community Safety*

463 RCMP Retroactive Payment	8,250,000	(8,250,000)	0	0	0	0	EXT EVENT
463 Strengthening Communities Phase 1	548,400	0	0	(548,400)	0	0	EXT EVENT
464 Supportive Housing Community Inclusion (CPTED)	25,000	(25,000)	0	0	0	0	EXT EVENT
~ Building Safer Communities Grant	141,400	0	0	(141,400)	0	0	MULTIYEAR
~ Community Safety Plan Implementation	98,000	(98,000)	0	0	0	0	MULTIYEAR
~ Overnight Sheltering	499,900	(499,900)	0	0	0	0	MULTIYEAR
~ Strengthening Communities Phase 2 - Outdoor Navigation Strategy	911,300	0	0	(911,300)	0	0	MULTIYEAR
Division Total	10,474,000	(8,872,900)	0	(1,601,100)	0	0	

Corporate Strategic Services Division

464 Strategy Management Software	62,900	(62,900)	0	0	0	0	SCHED
~ AI/Chatbot Development Approvals Program	52,900	0	0	(52,900)	0	0	MULTIYEAR
~ Fire Department Management System Replacement	20,000	(20,000)	0	0	0	0	MULTIYEAR

	Amount	Reserve	Borrow	Grant/Other	Revenue	Utility Reason
Division Total	135,800	(82,900)	0	(52,900)	0	0
Financial Services Division						
465 Landfill Value for Money Audit	33,800	(33,800)	0	0	0	0 SCHED
465 Enhancement of Corporate Purchasing Card Program	39,500	(39,500)	0	0	0	0 SCHED
466 Unit 4 Business World Approval Workflow	29,200	(29,200)	0	0	0	0 SCHED
466 20 Year Servicing Plan and DCC Bylaw Update	100,700	(92,300)	0	0	0	(8,400) SCHED
467 Capital Planning Process Review	50,000	(50,000)	0	0	0	0 SCHED
467 Kelowna Integrated Water Asset Management	34,600	0	0	0	0	(34,600) SCHED
~ Financial Planning System and Process Review	183,800	(183,800)	0	0	0	0 MULTIYEAR
~ 2040 Infrastructure Plan Consulting Support	99,400	(62,200)	0	0	(12,400)	(24,800) MULTIYEAR
Division Total	571,000	(490,800)	0	0	(12,400)	(67,800)
Sub-Total	18,997,700	(15,459,800)	0	(2,572,300)	(352,000)	(613,600)

~ denotes request details not included in carryover volume

* italics - denotes that this is a shared (part of another department) operating request

PROJECTS UNDER \$10,000

Page	Description	Amount	Reserve	Borrow	Grant/Other	Revenue	Utility Reason
<u>City Administration Division</u>							
~	Wellness Gym Renovation	10,000	(10,000)	0	0	0	0 SCHED
~	Ukraine Donation	4,500	(4,500)	0	0	0	0 SCHED
	Division Total	14,500	(14,500)	0	0	0	0
<u>Planning & Development Services Division</u>							
~	Heritage Strategy	7,500	(7,500)	0	0	0	0 EXT EVENT
	Division Total	7,500	(7,500)	0	0	0	0
<u>Active Living & Culture Division</u>							
~	Partnership - Syilx Arts and Culture	8,800	(8,800)	0	0	0	0 DESIGNOP
~	Community Shelter Plan	8,700	(8,700)	0	0	0	0 EXT EVENT
	Division Total	17,500	(17,500)	0	0	0	0
<u>Financial Services Division</u>							
~	PS 3280 Asset Retirement Obligation Standard	7,700	(7,700)	0	0	0	0 SCHED
	Division Total	7,700	(7,700)	0	0	0	0
	Grand Total	19,044,900	(15,507,000)	0	(2,572,300)	(352,000)	(613,600)

~ denotes request details not included in carryover volume

* *italics* - denotes that this is a shared (part of another department) operating request

2023 Operating Requests

Carryover Budget

Summary - Utility Funds

Page	Description	Amount	Reserve	Borrow	Grant/Other	Revenue	Utility Reason
<u>Water</u>							
468	Emergency Response Plan Update - Water	22,400	(22,400)	0	0	0	0 EXT EVENT
468	Water Operations Supply Projects 2022	44,600	(44,600)	0	0	0	0 EXT EVENT
469	Pressure Reducing Valve Condition Assessment	50,000	(50,000)	0	0	0	0 SCHED
469	Water Integration Planning	125,400	(125,400)	0	0	0	0 SCHED
450	* <i>Water Integration Long-Range Plan</i>	0	0	0	0	0	0 SCHED
466	* <i>20 Year Servicing Plan and DCC Bylaw Update</i>	0	0	0	0	0	0 SCHED
467	* <i>Kelowna Integrated Water Asset Management</i>	0	0	0	0	0	0 SCHED
453	* <i>Area Based Water Management Plan</i>	0	0	0	0	0	0 SCHED
455	* <i>North End Industrial Area Servicing Plan</i>	0	0	0	0	0	0 SCHED
456	* <i>Time Series Data Extraction from SCADA</i>	0	0	0	0	0	0 SCHED
~	* <i>2040 Infrastructure Plan Consulting Support</i>	0	0	0	0	0	0 MULTIYEAR
Department Total		242,400	(242,400)	0	0	0	0
<u>Wastewater</u>							
470	Commonage - Odour Management Plan Update	44,100	(29,300)	0	0	(14,800)	0 EXT EVENT
470	Burtch Sewer Condition Assessment	72,700	(72,700)	0	0	0	0 DESIGNOPT
466	* <i>20 Year Servicing Plan and DCC Bylaw Update</i>	0	0	0	0	0	0 SCHED
455	* <i>North End Industrial Area Servicing Plan</i>	0	0	0	0	0	0 SCHED
456	* <i>Time Series Data Extraction from SCADA</i>	0	0	0	0	0	0 SCHED
~	* <i>2040 Infrastructure Plan Consulting Support</i>	0	0	0	0	0	0 MULTIYEAR
Department Total		116,800	(102,000)	0	0	(14,800)	0
Grand Total		359,200	(344,400)	0	0	(14,800)	0

~ denotes request details not included in carryover volume

* italics - denotes that this is a shared (part of another department) operating request

2023 Operating Request Details

Division:	Planning & Development Services	Priority: 1	Reason: External Event
Department:	Policy & Planning		ONE-TIME
Title:	North End Area Plan		CARRYOVER

Justification:

Carryover is requested for the North End Area Plan which is a multi-year project and is expected to be completed in late 2023. The project is vast and complex, and requires further technical analysis and coordination with the Mill Site Area Redevelopment Plan application. The Background and Vision and Objectives for the Plan were approved in 2022, and the next stage of concept development will be forwarded to Council Q2, 2023.

2022 Budget:	464,500	Expected Completion:
2022 Expenditures:	235,000	Dec 2023
Carryover Requested:	229,500	

Strategic Direction: Vibrant neighbourhoods - Number of urban centre development plans is increasing

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	229,500	(54,500)	0	(175,000)	0	0	0

Division:	Partnerships & Investments	Priority: 1	Reason: Scheduling Demands
Department:	Real Estate		ONE-TIME
Title:	Land Strategy and Revitalization		CARRYOVER

Justification:

Carryover is requested to complete the Land Strategy and revitalization initiative. The project was delayed due to internal staffing.

2022 Budget:	16,600	Expected Completion:
2022 Expenditures:	6,500	Dec 2023
Carryover Requested:	10,100	

Strategic Direction: Social & inclusive - Policy guides where the city invests resources

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	10,100	(10,100)	0	0	0	0	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: Design Option
Department:	Real Estate		ONE-TIME
Title:	Provision of Shelter Services - Optimization of Physical Locations		CARRYOVER

Justification:

The City has been in on-going discussions with a variety of organizations and community groups to optimize the delivery of shelter services in a coordinated and strategic manner. Carryover is requested to continue with expenses for consulting and project management to support different models for shelter sites and a review of how existing shelter resources could be allocated in a manner that best meets the needs of our community.

2022 Budget:	45,500	Expected Completion:
2022 Expenditures:	7,400	Dec 2023
Carryover Requested:	38,100	

Strategic Direction: Social & inclusive - Policy guides where the city invests resources

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	38,100	(38,100)	0	0	0	0	0

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Real Estate		ONE-TIME
Title:	Strategic Land Development Projects		CARRYOVER

Justification:

Carryover funding is requested to cover upcoming fees associated with the disposition of 1746 Water Street and 380 Harvey Avenue. The project was not completed in 2022 due to additional unexpected remediation requirements.

2022 Budget:	100,000	Expected Completion:
2022 Expenditures:	31,100	Dec 2023
Carryover Requested:	68,900	

Strategic Direction: Vibrant neighbourhoods - Key sites are proactively planned

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	68,900	(68,900)	0	0	0	0	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: Awaiting Grant
Department:	Building Services		ONE-TIME
Title:	Energy Savings Program		CARRYOVER

Justification:

Carryover is requested as the Clean BC and FortisBC grant funding opportunities were delayed in 2022 which caused delays in pursuing the Waste Water Treatment Facility decarbonization study in 2023. Expected completion is Q4 2023.

2022 Budget:	207,800	Expected Completion:
2022 Expenditures:	112,800	Dec 2023
Carryover Requested:	95,000	

Strategic Direction: Environmental protection - Resiliency & adaptability to climate change

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	95,000	(65,600)	0	(29,400)	0	0	0

Division:	Partnerships & Investments	Priority: 1	Reason: Scheduling Demands
Department:	Building Services		ONE-TIME
Title:	Technical Specification Development - Buildings		CARRYOVER

Justification:

Carryover is requested as staff resourcing caused delays in completion. Project is 80 per cent complete and the remaining specifications are quantified. Expected completion is Q4 of 2023.

2022 Budget:	72,200	Expected Completion:
2022 Expenditures:	19,700	Dec 2023
Carryover Requested:	52,500	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	52,500	(52,500)	0	0	0	0	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Real Estate		ONE-TIME
Title:	Operational Assessment of Municipal Boating Facilities - Ph II		CARRYOVER

Justification:

The effective operation and management of the City's three primary boat launch facilities (Cook Rd, Water St and Sutherland Park) has become increasingly challenging as a result of ever-increasing marine traffic on Okanagan Lake. Initial work on this project began in the late summer/fall of 2021 and included data collection, issue identification and initial consultation with launch users. The Phase one reporting from third-party consultants was not completed in 2022, causing Phase II delays. Carryover is requested for additional third-party consulting services to expand on this work, once Phase I scope has been completed.

2022 Budget:	109,800	Expected Completion:
2022 Expenditures:	31,600	Dec 2023
Carryover Requested:	78,200	

Strategic Direction: Vibrant neighbourhoods - Accessible and multi-purpose amenities

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	78,200	(78,200)	0	0	0	0	0

Division:	Partnerships & Investments	Priority: 1	Reason: Scheduling Demands
Department:	Parks & Buildings Planning		ONE-TIME
Title:	Building Master Plan		CARRYOVER

Justification:

Carryover is requested for consultancy work in association with the Strategic Facilities Masterplan. Preparatory precedent studies have been completed and building condition assessments currently underway. Consultants have yet to be appointed to commence the plan. Work has been delayed due to staff resources focusing on other priorities.

2022 Budget:	250,000	Expected Completion:
2022 Expenditures:	0	Dec 2024
Carryover Requested:	250,000	

Strategic Direction: Social & inclusive - Policy guides where the city invests resources

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	250,000	(250,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Parks & Buildings Planning		ONE-TIME
Title:	Community Health Centre Public Art		CARRYOVER

Justification:

Carryover is requested to cover the legal fees for the associated statutory right of way which remains outstanding.

2022 Budget:	19,200	Expected Completion:
2022 Expenditures:	200	Dec 2023
Carryover Requested:	19,000	

Strategic Direction: Vibrant neighbourhoods - Key sites are proactively planned

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	19,000	(9,400)	0	0	0	(9,600)	0

Division:	Partnerships & Investments	Priority: 1	Reason: Design Option
Department:	Parks & Buildings Planning		ONE-TIME
Title:	Cook Road Boat Launch - Provincial Approvals		CARRYOVER

Justification:

Carryover is requested to honor contract commitments for consultant services associated with the Provincial approvals submitted for improvements to the Cook Road boat launch. This is a multi-year project, and as it is a complex Provincial Section 11 approval, no timeline can be provided on when it will conclude. Costs are shared with the partnering developer.

2022 Budget:	100,000	Expected Completion:
2022 Expenditures:	27,400	Dec 2024
Carryover Requested:	72,600	

Strategic Direction: Vibrant neighbourhoods - Key sites are proactively planned

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	72,600	(22,600)	0	0	0	(50,000)	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: Scheduling Demands
Department:	Parks & Buildings Planning		ONE-TIME
Title:	Future Buildings Planning		CARRYOVER

Justification:

Carryover is requested to fund preparatory building studies and condition assessments in support of the forthcoming Buildings Masterplan to commence in 2023. The work was not completed in 2022 due to insufficient staff resources. Budget is now approved for a buildings supervisor role.

2022 Budget:	63,000	Expected Completion:
2022 Expenditures:	21,100	Dec 2024
Carryover Requested:	41,900	

Strategic Direction:	Other - Council Resolution						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	41,900	(41,900)	0	0	0	0	0

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Parks & Buildings Planning		ONE-TIME
Title:	Kelowna Police Services Building - Accommodation Study		CARRYOVER

Justification:

Carryover is requested to cover contractual commitments to consultants for this work. There is currently a backlog on security clearance approvals required for the consultants.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Dec 2024
Carryover Requested:	50,000	

Strategic Direction:	Community Safety - Crime rates are decreasing						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Parks & Buildings Planning		ONE-TIME
Title:	Parkinson Rec Centre/SD23 Partnership		CARRYOVER

Justification:

Carryover is requested for ongoing consultancy work specific to a land exchange and partnership agreement with School District 23 (SD23) at the Parkinson Recreation Center site. All consultancy costs are shared with SD23, and subject to Ministry of Education funding which cannot be predicted.

2022 Budget:	41,700	Expected Completion:
2022 Expenditures:	300	Dec 2024
Carryover Requested:	41,400	

Strategic Direction: Vibrant neighbourhoods - Accessible and multi-purpose amenities

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	41,400	(41,400)	0	0	0	0	0

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Parks & Buildings Planning		ONE-TIME
Title:	Parks Master Plan		CARRYOVER

Justification:

Carryover is requested to honour existing contractual commitments for consultancy work in association with the Parks Masterplan currently underway. This multi-year project was delayed in 2022 to ensure alignment with new Council priorities.

2022 Budget:	178,700	Expected Completion:
2022 Expenditures:	84,600	Dec 2024
Carryover Requested:	94,100	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	94,100	(94,100)	0	0	0	0	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Partnerships Office		ONE-TIME
Title:	Creative Hub Phase 2 – Implementation		CARRYOVER

Justification:

Carryover is requested to fund costs associated with remaining activities including interior design and grant applications. Due to the COVID-19 impact on consultants/artists, the project was delayed by one year, thus pushing everything to the following year rather than being completed on the targeted previous year.

2022 Budget:	100,000	Expected Completion:
2022 Expenditures:	17,200	Dec 2023
Carryover Requested:	82,800	

Strategic Direction:	Other - Supports Base Business						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	82,800	(82,800)	0	0	0	0	0

Division:	Partnerships & Investments	Priority: 1	Reason: Scheduling Demands
Department:	Real Estate		ONE-TIME
Title:	Curb Space Management Strategy - Development		CARRYOVER

Justification:

Carryover is requested to allow for development of a curb space management strategy. Staff were unable to launch this project in 2022 due to internal resource limitations. This strategy will support the effective management of curb space to support mobility and access for people and goods, particularly within town centres. In recent years, demands for this space has continued to grow and broaden to accommodate new forms of mobility that require access.

2022 Budget:	40,000	Expected Completion:
2022 Expenditures:	0	Jun 2024
Carryover Requested:	40,000	

Strategic Direction:	Transportation & mobility - People of all ages & abilities can easily get around						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	40,000	(40,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Partnerships & Investments	Priority: 1	Reason: External Event
Department:	Real Estate		ONE-TIME
Title:	Parking Strategy - Capri-Landmark Area Plan Development		CARRYOVER

Justification:

Carryover of this budget will allow development of the Capri-Landmark area plan to continue in 2023, now that parking usage/demand patterns are normalizing. The Citywide Parking Strategy identified Capri-Landmark as a neighborhood that requires a detailed Parking Management Area Plan to deal with current and emerging/future issues. The initial collection of occupancy data began in fall 2020, however the project has been slowed due to pandemic impacts on parking demand.

2022 Budget:	21,500	Expected Completion:
2022 Expenditures:	4,700	Dec 2023
Carryover Requested:	16,800	

Strategic Direction:	Transportation & mobility - Investments are connecting high density areas						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	16,800	(16,800)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Infrastructure Operations		ONE-TIME
Title:	Hwy 97 & McCurdy Rd Tree Planting		CARRYOVER

Justification:

In 2022, the Parks Urban Forestry team was unable to secure contractors for the Hwy 97 Tree Planting & Black Mountain Tree Planting projects. The team is committed to ensuring that this work is completed by December 2023 to meet the needs of the community.

2022 Budget:	75,500	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	75,500	

Strategic Direction:	Environmental protection - Resiliency & adaptability to climate change						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	75,500	(75,500)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Landfill - Sliver Fill and Area 3 Landfill Gas Final Design		CARRYOVER

Justification:

The project could not be completed due to limited staff capacity. With the site now operating at full staffing levels, this work should be completed in Q3 of 2023.

2022 Budget:	100,000	Expected Completion:
2022 Expenditures:	78,700	Sep 2023
Carryover Requested:	21,300	

Strategic Direction: Financial management - Non-tax revenues are increasing

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	21,300	(21,300)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Design Option
Department:	Utility Services		ONE-TIME
Title:	Landfill Avocet Wetland Restoration		CARRYOVER

Justification:

The project could not be completed in 2022 as an updated study has been requested based on current environmental conditions. City staff have contacted some consultants, and this project will be re-evaluated once the updated study is received.

2022 Budget:	150,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	150,000	

Strategic Direction: Environmental protection - Predictive modelling & forecasting

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	150,000	0	0	0	0	(150,000)	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Utility Services		ONE-TIME
Title:	Landfill Gas Blower Maintenance		CARRYOVER

Justification:

The initial maintenance work was completed in Q4 of 2022, however this blower has not been fully re-commissioned due to inability to procure parts from the supplier due to supply chain issues. This budget carryover is requested to allow for any additional adjustments and parts that may be required once the blower is re-started and inspected.

2022 Budget:	20,000	Expected Completion:
2022 Expenditures:	8,200	Sep 2023
Carryover Requested:	11,800	

Strategic Direction: Environmental protection - Greenhouse gas emissions are decreasing

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	11,800	(11,800)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Landfill Roberts Lake Environmental Management		CARRYOVER

Justification:

Carry over of all available funds is requested for this project. The project could not be completed due to limited staff and availability of qualified consultants. City staff has contacted some consultants, and this work should be completed in Q3 of 2023.

2022 Budget:	37,400	Expected Completion:
2022 Expenditures:	0	Sep 2023
Carryover Requested:	37,400	

Strategic Direction: Other - Supports Base Business

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	37,400	(37,400)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Landfill Waste Reduction - Evaluation of Building Deconstruction		CARRYOVER

Justification:

Carryover is requested to complete the evaluation of the building deconstruction project. The project was not completed in 2022 as there were no house demolitions scheduled. The next available demolition project is scheduled for Q2 of 2023 and this work will be completed at that time.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Jun 2023
Carryover Requested:	50,000	

Strategic Direction: Financial management - Cost to deliver services is quantified

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Integrated Transportation		ONE-TIME
Title:	Okanagan Rail Trail Operational Activities		CARRYOVER

Justification:

Carryover is requested to complete the missing rail-trail connection from Old Vernon Road to the boundary of Lake Country near Beaver Lake Road, through Okanagan Indian Band (OKIB) lands. Project was not complete in 2022 as coordinating with numerous stakeholders (OKIB and Friends of the Rail Trail) proved to be more time consuming than planned. The design is complete and the project is ready for Request For Proposal (RFP) tender.

2022 Budget:	44,450	Expected Completion:
2022 Expenditures:	15,550	Dec 2023
Carryover Requested:	28,900	

Strategic Direction: Transportation & mobility - Investments are connecting high density areas

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	28,900	(28,900)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Integrated Transportation		ONE-TIME
Title:	Preliminary Design Program		CARRYOVER

Justification:

Carryover is requested to complete the Pandosy/Richter Corridor study. The Pandosy/Richter Corridor study was delayed due to staff vacancies. It is expected with new staff starting in early 2023 and a developed work plan, the Corridor study will commence in early 2023. This work will clarify the future role of the Pandosy and Richter corridors in accommodating travel demand between Pandosy and Downtown and identify future transit and infrastructure options. Completion of the plan is targeted for Q2 2024.

2022 Budget:	145,300	Expected Completion:
2022 Expenditures:	43,400	Aug 2024
Carryover Requested:	101,900	

Strategic Direction: Clear direction - Common understanding of future direction

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	101,900	(101,900)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Integrated Transportation		ONE-TIME
Title:	Safety and Operations, Investigation - Safety Study		CARRYOVER

Justification:

Carryover is requested to continue work on the Loseth Corridor Safety Study. This study was initiated to help address existing issues, community service requests and future challenges anticipated with growing traffic volumes due to growth along the corridor and within the Black Mountain neighbourhood. The study was delayed due to staff availability. In 2022 background data was collected and existing issues were identified. In 2023 future traffic projections will be completed and infrastructure recommendations developed. The expected completion of the study is Q3 2023. Study results will inform future projects and budget requests.

2022 Budget:	57,750	Expected Completion:
2022 Expenditures:	1,100	Jun 2023
2022 Budget Not Required:	36,650	
Carryover Requested:	20,000	

Strategic Direction: Transportation & mobility - People of all ages & abilities can easily get around

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	20,000	(20,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Integrated Transportation		ONE-TIME
Title:	Traffic & Transportation Engineering Traffic Calming		CARRYOVER

Justification:

Carryover is requested for the supply of concrete traffic calming curbs with expected delivery in Q1/Q2 2023. The product will be used for various traffic-calming projects. The curbs were not delivered in 2022 due to supplier issues.

2022 Budget:	20,000	Expected Completion:
2022 Expenditures:	0	Mar 2023
Carryover Requested:	20,000	

Strategic Direction:	Transportation & mobility - People of all ages & abilities can easily get around						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	20,000	(20,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Infrastructure		ONE-TIME
Title:	Water Integration Long-Range Plan		CARRYOVER

Justification:

Carryover is requested to be used in conjunction with the overall Kelowna Water Integration Plan budget to complete a number of water capital planning consultant studies to complete the Water Integration Plan. The work was not completed in 2022 as staff focused on the Water Security Plan. The City will continue working with the Improvement Districts and working on the final plans through 2023 with completion anticipated for Q4 2024.

2022 Budget:	183,400	Expected Completion:
2022 Expenditures:	0	Dec 2024
Carryover Requested:	183,400	

Strategic Direction:	Environmental protection - Predictive modelling & forecasting						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	183,400	0	0	0	0	0	(183,400)

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Integrated Transportation		ONE-TIME
Title:	Bicycle Map and Wayfinding Program		CARRYOVER

Justification:

Carryover is requested as project was not complete in 2022 due to staffing shortages that occurred throughout all of 2022. In 2023 the project will update Kelowna's bicycle map (print and digital versions). Anticipated completion is Q3 of 2023.

2022 Budget:	15,000	Expected Completion:
2022 Expenditures:	0	Sep 2023
Carryover Requested:	15,000	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	15,000	(15,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Integrated Transportation		ONE-TIME
Title:	Low Carbon Transportation: Neighbourhood Bikeway Program		CARRYOVER

Justification:

Carryover is requested as 2022 presented some unanticipated challenges due to staffing shortages throughout all of 2022. In 2023 staffing shortages have been rectified and funds are committed. Project will commence in Q1 of 2023. Anticipated completion is Q4 of 2023.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	50,000	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Integrated Transportation		ONE-TIME
Title:	Major Employer Commute Trip Reduction - Pilot Program		CARRYOVER

Justification:

Carryover is requested as 2022 presented some unanticipated challenges due to staffing shortages throughout all of 2022. In 2023 staffing shortages have been rectified and funds are committed. Project will commence in Q1 of 2023. Anticipated completion is Q4 of 2023.

2022 Budget:	30,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	30,000	

Strategic Direction: Transportation & mobility - Travel times are optimized

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	30,000	(30,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Integrated Transportation		ONE-TIME
Title:	Regional Goods Movement Study		CARRYOVER

Justification:

Carryover is requested for this multi-year project. A funding agreement is in place with the Ministry of Transportation and Infrastructure (MoTI), as 50/50 funding partners. MoTI holds the contract with the consultant and will invoice City of Kelowna once the project is complete. MoTI experienced delays in 2022, but is now on track with an expected completion of Q2 2023.

2022 Budget:	100,400	Expected Completion:
2022 Expenditures:	0	Jun 2023
Carryover Requested:	100,400	

Strategic Direction: Transportation & mobility - Travel times are optimized

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	100,400	(100,400)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Integrated Transportation		ONE-TIME
Title:	Transportation Safety Strategy		CARRYOVER

Justification:

Carryover is requested for this multi-year project intended for kickoff in Q1 of 2023 when the department is fully staffed. Staffing challenges resulted in the project being delayed in 2022. In 2023 the carryover funds will be utilized for project scoping and purchase orders with implementation planned for Q4 of 2023. This Multi-year project will commence in 2023 and planned for completion in Q4 of 2024.

2022 Budget:	80,000	Expected Completion:
2022 Expenditures:	0	Dec 2024
Carryover Requested:	80,000	

Strategic Direction:	Transportation & mobility - People of all ages & abilities can easily get around						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	80,000	(80,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Area Based Water Management Plan		CARRYOVER

Justification:

Carryover is requested for this project which is a strategic process that develops the policies, strategies, goals and budgetary needs to address water management throughout the City of Kelowna. The work encompasses the coordination of work plans of various sectors including water, wastewater, storm water, natural assets, environmental flow needs and wastewater. The regulatory controls and legislation for many of these items lies outside City control. This is a multi-year project with Stage 1 completed. In 2023, the process will continue as a Water Security Plan. This is a multi-year program with work continuing throughout 2026.

2022 Budget:	402,600	Expected Completion:
2022 Expenditures:	17,000	Dec 2026
Carryover Requested:	385,600	

Strategic Direction:	Environmental protection - Resiliency & adaptability to climate change						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	385,600	(94,600)	0	0	0	0	(291,000)

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Hill Spring Dam Study		CARRYOVER

Justification:

In 2021, the Provincial Dam Safety Officer emphasized the importance of improving the maintenance of Hill Spring Dam and the associated structures located in the Upper Mission. The dam was acquired by the City as an asset through the development process, and a new storage license is required from the Province before completing further upgrades. The studies required include environmental, financial and regulatory investigations required as background documentation. The work was deferred to start in 2023 following development of new dam safety processes with operations staff. This work is expected to be completed in Q2 2024.

2022 Budget:	75,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	75,000	

Strategic Direction:	Economic resiliency - Infrastructure deficit is reduced						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	75,000	(75,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Design Option
Department:	Utility Services		ONE-TIME
Title:	Landfill - Stormwater and Property Planning		CARRYOVER

Justification:

This project coincides with a landfill stormwater project to discharge stormwater to Brandts Creek and future environmental works expected to improve riparian and wildlife conditions. The scope of property needs or natural conversions are not yet known, consultant selection for this is anticipated in Q3 2023. The work will be completed by Q4 2024.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Dec 2024
Carryover Requested:	50,000	

Strategic Direction:	Clear direction - Common understanding of future direction						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	0	0	0	0	(50,000)	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	North End Industrial Area Servicing Plan		CARRYOVER

Justification:

Carryover is requested for staff to continue to undertake an area plan combining servicing of the Jim Bailey Industrial area, Okanagan Indian Band lands, Lake Country, and new development growth. Agreements are now developed between the parties, and further planning, engagement, legal studies and consultant work is required. Project was delayed due to additional time required to obtain and ratify agreements from all stakeholders. This project will be completed by Q4 2023.

2022 Budget:	56,800	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	56,800	

Strategic Direction: Clear direction - Common understanding of future direction

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	56,800	0	0	0	0	0	(56,800)

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Utility Services		ONE-TIME
Title:	Samurai Court Slope Stability		CARRYOVER

Justification:

This project budget is used to assist with coordination of any private activities and needs in the Samurai Court area following an earlier landslide impacting a number of houses. This budget will be maintained until the issue is solved.

2022 Budget:	17,000	Expected Completion:
2022 Expenditures:	3,700	Dec 2023
Carryover Requested:	13,300	

Strategic Direction: Environmental protection - Emergency response & preparation

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	13,300	(13,300)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Time Series Data Extraction from SCADA		CARRYOVER

Justification:

Carryover is requested to continue this multi-year project to develop the City's Infrastructure Systems processes for storing, analyzing and accessing time series information such as rainfall, temperature, creek flow, lake levels and other non-critical data series. Ultimately this data will be available for public consumption and Emergency Operation Center needs. In 2023 information will be extracted from the SCADA server located at the Wastewater Treatment Facility.

2022 Budget:	107,800	Expected Completion:
2022 Expenditures:	86,000	Dec 2023
Carryover Requested:	21,800	

Strategic Direction:	Environmental protection - Emergency response & preparation						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	21,800	(7,200)	0	0	0	0	(14,600)

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Integrated Transportation		ONE-TIME
Title:	ICIP Joint Study Project		CARRYOVER

Justification:

Budget was established in 2019 as a multi-year project to support the recently approved study and conceptual design of major transit infrastructure projects, Orchard Park Exchange, Mission Rec Exchange, Rutland Park & Ride/Mobility Hub, that are candidates for the Federal Investing in Canada Infrastructure Program (ICIP). This work began in early 2020 with the final phase of conceptual design estimated completion in late 2023. This project was not complete in 2022 as it supports the Midtown, Orchard Park, and Transit Maintenance Facility projects and is tied to their completion so is accordingly delayed to 2023 and the ICIP deadlines were changed for these projects.

2022 Budget:	184,800	Expected Completion:
2022 Expenditures:	13,800	Dec 2023
Carryover Requested:	171,000	

Strategic Direction:	Transportation & mobility - More opportunities to learn about transportation						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	171,000	(171,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Integrated Transportation		ONE-TIME
Title:	Midtown Core Optimization		CARRYOVER

Justification:

Budget was established in 2020 as a multi-year project to explore transit priority and transit investment in the Cooper Road, Springfield and Enterprise corridors in conjunction with the Midtown Exchange siting study, all to be completed in 2023. This study will allow for application under the Investing in Canada Infrastructure Program (ICIP), a federal grant program that could potentially fund up to 80% of approved transit improvement projects. This project was not complete in 2022 as land negotiations which defines the project are ongoing.

2022 Budget:	98,500	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	98,500	

Strategic Direction: Transportation & mobility - Travel times are optimized

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	98,500	(98,500)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Integrated Transportation		ONE-TIME
Title:	Orchard Park Exchange		CARRYOVER

Justification:

Budget was established in 2020 as a multi-year project to develop preliminary design development for the Orchard Park Exchange, which has reached its capacity. This project will consider options to expand the exchange both on-site and on adjacent streets while also seeking to reduce delays for buses entering and departing the exchange. The study will be completed concurrently with studies underway for various other exchanges and is expected to be completed in late 2023. The project was not completed in 2022 due to complexities of project including discussions regarding land impacts which are critical to project success.

2022 Budget:	152,800	Expected Completion:
2022 Expenditures:	17,100	Dec 2023
Carryover Requested:	135,700	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	135,700	(135,700)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Integrated Transportation		ONE-TIME
Title:	Rutland Transit Exchange Refurbishment		CARRYOVER

Justification:

This request is to support refurbishment of Phase I artwork panels. Work intended for 2022 was held back due to occur in conjunction with Phase II of Rutland exchange. Work to occur in 2023.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	50,000	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Integrated Transportation		ONE-TIME
Title:	Transit Maintenance Facility		CARRYOVER

Justification:

Budget was established in 2020 as a multi-year project to advance preliminary site layout, facility design, site servicing, and costing to refine recommended site scope and cost for the replacement of the existing over-capacity Hardy Street facility. Study results will support future project phases and applications to the federal Investing in Canada Infrastructure Program (ICIP), under which up to 80% of approved transit improvement project costs may be funded. The project was delayed in 2022 due to continued work regarding rezoning and work with Glenmore Ellison Improvement District for water servicing. Slated for 2023 are the final project definition, further rezoning work that is required of the Agricultural Land Reserve exclusion and funding proposal development, to be completed by late 2023.

2022 Budget:	153,100	Expected Completion:
2022 Expenditures:	8,000	Dec 2023
Carryover Requested:	145,100	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	145,100	(145,100)	0	0	0	0	0

2023 Operating Request Details

Division:	Active Living & Culture	Priority: 1	Reason: Policy
Department:	Cultural Services		ONE-TIME
Title:	Community Grant Policy		CARRYOVER

Justification:

Per the Community Grant Policy No. 380, funds not expended in a focus area in any given year will be automatically carried over and retained for use in the same focus area in the subsequent year.

2022 Budget:	408,900	Expected Completion:
2022 Expenditures:	154,000	Dec 2023
Carryover Requested:	254,900	

Strategic Direction:	Other - Council Resolution						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	254,900	(254,900)	0	0	0	0	0

Division:	Active Living & Culture	Priority: 1	Reason: Design Option
Department:	Sport & Event Services		ONE-TIME
Title:	Apple Bowl - Ticket Booth		CARRYOVER

Justification:

Carryover is requested as project delays arose due to challenges related to design options and stakeholder expectations. Initial sourcing enquiries have taken place and various options have been considered. Costing and stakeholder review is underway and final sourcing and installation will take place in 2023 with anticipated completion by Q3 of 2023.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Sep 2023
Carryover Requested:	50,000	

Strategic Direction:	Vibrant neighbourhoods - Key sites are proactively planned						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Active Living & Culture	Priority: 1	Reason: Policy
Department:	Sport & Event Services		ONE-TIME
Title:	Event Support Policy		CARRYOVER

Justification:

Per the Event Support Policy No. 381, funds not expended in a focus area in any given year will be automatically carried over and retained for use in the same focus area in the subsequent year.

2022 Budget:	673,800	Expected Completion:
2022 Expenditures:	69,000	Dec 2023
Carryover Requested:	604,800	

Strategic Direction:	Other - Council Resolution						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	604,800	(604,800)	0	0	0	0	0

Division:	Active Living & Culture	Priority: 1	Reason: Scheduling Demands
Department:	Sport & Event Services		ONE-TIME
Title:	Island Stage - Planning & Design		CARRYOVER

Justification:

Carryover is requested as the Request for Proposal (RFP) process was delayed due to consultant availability and scheduling conflicts. Consultant selection is completed and all design and costing work will be undertaken in 2023 with anticipated project completion by Q2 of 2023.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Jun 2023
Carryover Requested:	50,000	

Strategic Direction:	Vibrant neighbourhoods - Key sites are proactively planned						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

2023 Operating Request Details

Division:	Active Living & Culture	Priority: 1	Reason: External Event
Department:	Sport & Event Services		ONE-TIME
Title:	Memorial Arena - Event Hosting Audit		CARRYOVER

Justification:

Carryover is requested as the project was delayed due to contractor availability. A consultant is secured to conduct the audit which will take place in 2023 with anticipated completion by Q2 of 2023.

2022 Budget:	20,000	Expected Completion:
2022 Expenditures:	0	Jun 2023
Carryover Requested:	20,000	

Strategic Direction: Vibrant neighbourhoods - Key sites are proactively planned

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	20,000	(20,000)	0	0	0	0	0

Division:	Active Living & Culture	Priority: 1	Reason: Design Option
Department:	Sport & Event Services		ONE-TIME
Title:	Sport League Management Software		CARRYOVER

Justification:

Carryover is requested as the Sport League Management Software project was delayed based on new legislation requirements. Software was sourced, designed and piloted in 2022. The remaining information migration, service specializations and full implementation will take place throughout the 2023 sporting seasons with anticipated completion by Q4 of 2023.

2022 Budget:	40,000	Expected Completion:
2022 Expenditures:	20,600	Dec 2023
Carryover Requested:	19,400	

Strategic Direction: Social & inclusive - Inclusivity and diversity are increasing

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	19,400	(19,400)	0	0	0	0	0

2023 Operating Request Details

Division:	Corporate & Protective Services	Priority: 1	Reason: Scheduling Demands
Department:	Corporate & Protective Services		ONE-TIME
Title:	Social Disorder & Employee Safety Committee		CARRYOVER

Justification:

The Social Disorder & Employee Safety Committee project was approved and initiated late in 2022. The intent of this project is to form a committee to discuss and create solutions to an increasing number of unsafe situations outdoor staff face. Due to this project not starting until late in the year, a carryover is being requested to continue this project in 2023 with June being the estimated completion.

2022 Budget:	175,000	Expected Completion:
2022 Expenditures:	4,300	Jun 2022
Carryover Requested:	170,700	

Strategic Direction: People - Ability to attract, select & retain talent

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	170,700	(170,700)	0	0	0	0	0

Division:	Corporate & Protective Services	Priority: 1	Reason: Scheduling Demands
Department:	Corporate HR Department		ONE-TIME
Title:	Talent Acquisition Software Position Management Module		CARRYOVER

Justification:

The Talent Acquisition Software Position Management Module project did not begin as originally planned in 2022 due to the delay of other software projects that impacted resource availability. This project will now start in Q1 2023 with a targeted completion timeframe of Q3 2023.

2022 Budget:	36,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
2022 Budget Not Required:	16,100	
Carryover Requested:	19,900	

Strategic Direction: People - Ability to attract, select & retain talent

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	19,900	(19,900)	0	0	0	0	0

2023 Operating Request Details

Division:	Corporate & Protective Services	Priority: 1	Reason: External Event
Department:	Community Safety		ONE-TIME
Title:	RCMP Retroactive Payment		CARRYOVER

Justification:

RCMP members ratified their collective agreement in August of 2021. An estimated payment of \$8.25M is due to the RCMP to cover retroactive pay from 2017-2021. It was anticipated the City of Kelowna would be invoiced for this in 2022, but the RCMP was not able to provide the invoice during the year. It is anticipated the payment will occur early 2023.

2022 Budget:	8,250,000	Expected Completion:
2022 Expenditures:	0	Jun 2023
Carryover Requested:	8,250,000	

Strategic Direction: Other - Supports Base Business

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	8,250,000	(8,250,000)	0	0	0	0	0

Division:	Corporate & Protective Services	Priority: 1	Reason: External Event
Department:	Community Safety		ONE-TIME
Title:	Strengthening Communities Phase 1		CARRYOVER

Justification:

Due to the challenging labour market and supply chain issues, an extension was granted by the Union of BC Municipalities (UBCM) for the Strengthening Communities Phase 1 grant to February 14, 2023.

2022 Budget:	2,162,600	Expected Completion:
2022 Expenditures:	1,614,200	Feb 2023
Carryover Requested:	548,400	

Strategic Direction: Social & inclusive - Homelessness is decreasing

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	548,400	0	0	(548,400)	0	0	0

2023 Operating Request Details

Division:	Corporate & Protective Services	Priority: 1	Reason: External Event
Department:	Community Safety		ONE-TIME
Title:	Supportive Housing Community Inclusion (CPTED)		CARRYOVER

Justification:

Due to the revamping of a Crime Prevention Through Environmental Design (CPTED) Training program through an external company in late 2022 with a launch date of early 2023, carryover is requested for the CPTED training and initiatives from 2022. The CPTED program helps to support new housing facilities openings through assessment and recommendations.

2022 Budget:	75,000	Expected Completion:
2022 Expenditures:	23,000	Jul 2023
2022 Budget Not Required:	<u>27,000</u>	
Carryover Requested:	25,000	

Strategic Direction: Community Safety - Residents feel safe

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	25,000	(25,000)	0	0	0	0	0

Division:	Corporate Strategic Services	Priority: 1	Reason: Scheduling Demands
Department:	Corporate Strategy & Performance		ONE-TIME
Title:	Strategy Management Software		CARRYOVER

Justification:

StrategyBlocks is a multi-year enterprise software implementation. The primary reason for the carryover is inability for business units to complete Phase I work within 2022 as originally planned, which has delayed integration and customization work with the vendor which requires budget. The implementation also started later in 2021 due to a change of vendor during the procurement process in 2021.

2022 Budget:	65,000	Expected Completion:
2022 Expenditures:	<u>2,100</u>	Dec 2023
Carryover Requested:	62,900	

Strategic Direction: Clear direction - Common understanding of future direction

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	62,900	(62,900)	0	0	0	0	0

2023 Operating Request Details

Division:	Financial Services	Priority: 1	Reason: Scheduling Demands
Department:	Financial Services		ONE-TIME
Title:	Landfill Value for Money Audit		CARRYOVER

Justification:

The value for money Audit of the Landfill was delayed due to consultant challenges and ongoing negotiations regarding the contract. A contract is now in place and a kick-off meeting was held in early December. The majority of the work is scheduled to start and be completed in 2023.

2022 Budget:	44,500	Expected Completion:
2022 Expenditures:	10,700	Dec 2023
Carryover Requested:	33,800	

Strategic Direction:	Other - Supports Base Business						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	33,800	(33,800)	0	0	0	0	0

Division:	Financial Services	Priority: 1	Reason: Scheduling Demands
Department:	Finance Director		ONE-TIME
Title:	Enhancement of Corporate Purchasing Card Program		CARRYOVER

Justification:

Carryover is requested due to capacity issues with Information Services Department and Financial Services Department. Draft design is being tested but more time is needed to complete the project.

2022 Budget:	40,000	Expected Completion:
2022 Expenditures:	500	Sep 2023
Carryover Requested:	39,500	

Strategic Direction:	Financial management - Lower value activities are improved or stopped						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	39,500	(39,500)	0	0	0	0	0

2023 Operating Request Details

Division:	Financial Services	Priority: 1	Reason: Scheduling Demands
Department:	Finance Director		ONE-TIME
Title:	Unit 4 Business World Approval Workflow		CARRYOVER

Justification:

This project is nearly 100% complete in technical design but invoice and PO business process requires cleanup to support the new automation. Staffing resources were limited in 2022 to complete this project however will be available in Q2 of 2023 with go live expected before Q4 of 2023.

2022 Budget:	30,000	Expected Completion:
2022 Expenditures:	800	Oct 2023
Carryover Requested:	29,200	

Strategic Direction:	Other - Supports Base Business						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	29,200	(29,200)	0	0	0	0	0

Division:	Financial Services	Priority: 1	Reason: Scheduling Demands
Department:	Capital Planning and Asset Management		ONE-TIME
Title:	20 Year Servicing Plan and DCC Bylaw Update		CARRYOVER

Justification:

Carryover is requested to finalize implementation of the new Development Cost Charges Bylaw and 20-Year Servicing Plan which were adopted by Council in 2022. Remaining work on this multi-year project will include staff engagement to ensure the new DCC program is fair, transparent and administratively efficient. The work was not completed in 2022 due to staffing challenges and priorities being shifted.

2022 Budget:	142,400	Expected Completion:
2022 Expenditures:	41,700	Dec 2023
Carryover Requested:	100,700	

Strategic Direction:	Financial management - Cost to deliver services is quantified						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	100,700	(92,300)	0	0	0	0	(8,400)

2023 Operating Request Details

Division:	Financial Services	Priority: 1	Reason: Scheduling Demands
Department:	Capital Planning and Asset Management		ONE-TIME
Title:	Capital Planning Process Review		CARRYOVER

Justification:

Carryover is requested to continue the work on the capital planning process. The work was not completed in 2022 due to staffing challenges and priorities being shifted. This consulting budget will be used to review the current annual and 10-Year Capital Planning processes to ensure they meet corporate and council objectives and align with industry best practice. A consultant will be retained to complete an industry best practice review of capital planning processes and to assist staff with development of business processes and templates for capital submissions.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	50,000	

Strategic Direction:	Economic resiliency - Infrastructure deficit is reduced						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

Division:	Financial Services	Priority: 1	Reason: Scheduling Demands
Department:	Capital Planning and Asset Management		ONE-TIME
Title:	Kelowna Integrated Water Asset Management		CARRYOVER

Justification:

Carryover is requested to continue collecting and updating the asset information as identified in the Kelowna Water Integration Project. The work was not completed in 2022 due to staffing challenges and priorities being shifted. The remaining budget will be used to complete the outstanding inventories and support more informed decision-making on these inherited assets from Southeast Kelowna Irrigation District.

2022 Budget:	66,900	Expected Completion:
2022 Expenditures:	32,300	Dec 2023
Carryover Requested:	34,600	

Strategic Direction:	Clear direction - Common understanding of future direction						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	34,600	0	0	0	0	0	(34,600)

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Utility Services		ONE-TIME
Title:	Emergency Response Plan Update - Water		CARRYOVER

Justification:

Carryover is requested to complete consulting services for the Dam Emergency Plan (DEP) template and plans for the McCulloch reservoir dams. Consultant's work was unable to complete by year end 2022.

2022 Budget:	25,000	Expected Completion:
2022 Expenditures:	2,600	Feb 2023
Carryover Requested:	22,400	

Strategic Direction: Environmental protection - Emergency response & preparation

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	22,400	(22,400)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Utility Services		ONE-TIME
Title:	Water Operations Supply Projects 2022		CARRYOVER

Justification:

Carryover is requested for the water operations supply projects not completed in 2022. The replacement of the Dilworth Altitude valve, which has reached the end of its useful life, was delayed due to inclement weather. The Ultraviolet Reactor parts were not delivered in 2022 due to supply chain issues. The Grainger Reservoir construction project design work was unable to be completed in 2022 as the work was contingent on completion of the assessment work which is now complete.

2022 Budget:	60,100	Expected Completion:
2022 Expenditures:	15,500	Dec 2023
Carryover Requested:	44,600	

Strategic Direction: Other - Supports Base Business

	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	44,600	(44,600)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Pressure Reducing Valve Condition Assessment		CARRYOVER

Justification:

Carryover is required for this project to help assess the lifecycle and condition of pressure reducing valves (PRV) in the water utility. Conceptual work on assessment criteria was started in 2022 with the initial work performed by City staff, however, staff are not available to complete the project and a consultant has been engaged to complete assessments in 2023.

2022 Budget:	50,000	Expected Completion:
2022 Expenditures:	0	Dec 2023
Carryover Requested:	50,000	

Strategic Direction:	Other - Supports Base Business						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	50,000	(50,000)	0	0	0	0	0

Division:	Infrastructure	Priority: 1	Reason: Scheduling Demands
Department:	Utility Services		ONE-TIME
Title:	Water Integration Planning		CARRYOVER

Justification:

Carryover is requested to be used in conjunction with the overall Kelowna Water Integration Plan budget to complete a number of water capital planning consultant studies to complete the Water Integration Plan. The work was not completed in 2022 as staff focused on the Water Security Plan. The project is ready to move forward and will look at modifications to the Water Quality Enhancement Fund and associated bylaws to build reserves to achieve the long-term budget needs.

2022 Budget:	125,400	Expected Completion:
2022 Expenditures:	0	Dec 2024
Carryover Requested:	125,400	

Strategic Direction:	Environmental protection - Predictive modelling & forecasting						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	125,400	(125,400)	0	0	0	0	0

2023 Operating Request Details

Division:	Infrastructure	Priority: 1	Reason: External Event
Department:	Utility Services		ONE-TIME
Title:	Commonage - Odour Management Plan Update		CARRYOVER

Justification:

The Odour Management Plan Update is a Ministry of Environment Permit Requirement. This Plan will be completed by Q4 2023, and was delayed due to the odour monitoring system renewal, which was impacted by supply chain issues in previous years. The cost is shared with the City of Vernon and the City's Wastewater Utility.

2022 Budget:	48,100	Expected Completion:
2022 Expenditures:	4,000	Dec 2023
Carryover Requested:	44,100	

Strategic Direction:	Other - Supports Base Business						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	44,100	(29,300)	0	0	0	(14,800)	0

Division:	Infrastructure	Priority: 1	Reason: Design Option
Department:	Utility Services		ONE-TIME
Title:	Burtch Sewer Condition Assessment		CARRYOVER

Justification:

Carryover is requested to continue the condition assessment on the Burtch Road concrete transmission main. This is a complicated area for construction and testing, which created initial project delays in obtaining a contractor. The City will install new lining in 2023, and this assessment work will precede the 2024 work across Highway 97.

2022 Budget:	98,400	Expected Completion:
2022 Expenditures:	25,700	Dec 2024
Carryover Requested:	72,700	

Strategic Direction:	Other - Supports Base Business						
	Amount	Reserve	Borrow	Grant	Other	Revenue	Utility
2023	72,700	(72,700)	0	0	0	0	0



CAPITAL BUDGET



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2023 Capital Requests

Carryover Budget

CAPITAL BUDGET Summary - General Fund

Page	Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
<u>Real Estate and Parking Capital</u>								
482	New	Land Remediation, 1746 Water Street	82,500	(82,500)	0	0	0	0 EXT EVENT
482	New	Property Acquisition – 1951 Cross Road	58,500	(58,500)	0	0	0	0 SCHED
L1 - General Land			141,000	(141,000)	0	0	0	0
483	Renew	Downtown Parkades-Major Maintenance	717,200	(717,200)	0	0	0	0 EXT EVENT
483	New	Electric Vehicle Charging Stations	157,500	(157,500)	0	0	0	0 WAITGRAN
484	Renew	Parking Equipment and Facilities	277,700	(277,700)	0	0	0	0 EXT EVENT
L3 - Parking Infrastructure			1,152,400	(1,152,400)	0	0	0	0
Cost Center Totals			1,293,400	(1,293,400)	0	0	0	0
<u>Building Capital</u>								
~	Growth	Capital News Centre - Expansion	699,600	(699,600)	0	0	0	0 MULTIYEAR
484	Renew	H2O Boiler Replacement	294,900	(294,900)	0	0	0	0 EXT EVENT
485	Renew	Mission Recreation Park, Capital News Centre - Expansion	164,200	(164,200)	0	0	0	0 SCHED
~	Renew	Parkinson Recreation Centre - Building Replacement Design	2,714,200	(2,714,200)	0	0	0	0 MULTIYEAR
485	Renew	Rotary Beach Park Washroom	42,200	(42,200)	0	0	0	0 DESIGNOPT
486	Renew	Rotary Center Roof Repair	60,700	(60,700)	0	0	0	0 EXT EVENT
B1 - Parks and Recreation Buildings			3,975,800	(3,975,800)	0	0	0	0
486	Renew	Library Chiller and Boiler Replacement	50,800	(50,800)	0	0	0	0 DESIGNOPT
B2 - Community and Cultural Buildings			50,800	(50,800)	0	0	0	0
487	Renew	City Hall - Envelope Renewal, Study and Design	120,800	(120,800)	0	0	0	0 EXT EVENT
487	Renew	City Hall Improvements Phase IV and V	1,715,900	(1,715,900)	0	0	0	0 EXT EVENT
B3 - Civic/Protective Service Buildings			1,836,700	(1,836,700)	0	0	0	0
488	Renew	Building Systems Automation & Performance Optimization	40,100	(40,100)	0	0	0	0 EXT EVENT
488	Renew	General Building Infrastructure Renewal	2,816,500	(2,816,500)	0	0	0	0 EXT EVENT
489	Renew	H2O Centre Heat Recovery Chiller Replacement	22,000	(22,000)	0	0	0	0 EXT EVENT
489	Renew	Kelowna Community Theatre - Stage Light Renewal	47,400	(47,400)	0	0	0	0 EXT EVENT
490	Renew	Kelowna Community Theatre Renewal	53,900	(53,900)	0	0	0	0 EXT EVENT
490	Renew	Yards Chemical Storage	297,600	(297,600)	0	0	0	0 SCHED
B7 - Renewal, Rehabilitation & Infra.			3,277,500	(3,277,500)	0	0	0	0

Page Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
Cost Center Totals		9,140,800	(9,140,800)	0	0	0	0
Parks Capital							
~	Growth Parkland Acquisition	2,720,000	(2,720,000)	0	0	0	0 PROGRAM
	P1 - DCC Parkland Acquisition	2,720,000	(2,720,000)	0	0	0	0
491	New Art Walk - Extension from Doyle to Queensway	34,900	(34,900)	0	0	0	0 EXT EVENT
	P10 - Urban Streetscape, Centres Dev,	34,900	(34,900)	0	0	0	0
491	Growth Ballou Park (DCC)	401,700	(401,700)	0	0	0	0 EXT EVENT
492	Growth Tower Ranch Park #1 (DCC)	463,900	(463,900)	0	0	0	0 DESIGNOPT
	P3 - Neighbourhood Park Development	865,600	(865,600)	0	0	0	0
~	Growth DeHart Park DCC (Eligible)	5,605,700	(5,605,700)	0	0	0	0 MULTIYEAR
492	Renew Pandosy Waterfront Park, DCC City-wide Park Development Phase 1	3,634,100	(2,709,900)	0	(924,200)	0	0 EXT EVENT
	P4 - Community Park Development	9,239,800	(8,315,600)	0	(924,200)	0	0
493	Renew Glenmore Recreation Park Future Phases	511,400	(511,400)	0	0	0	0 EXT EVENT
493	Growth Mission Recreation - Softball Diamonds (DCC)	4,414,800	(4,414,800)	0	0	0	0 DESIGNOPT
494	Renew Mission Recreational Park Artificial Turf Replacement	56,400	(56,400)	0	0	0	0 EXT EVENT
	P5 - Recreation Park Development	4,982,600	(4,982,600)	0	0	0	0
494	Renew City Park - Improvements, Waterfront Promenade Phase 3	197,100	(197,100)	0	0	0	0 EXT EVENT
495	Renew City Park, Phase 2 - Design & Construction	1,019,100	(1,019,100)	0	0	0	0 DESIGNOPT
495	New Kerry Park - Future Phases (DCC)	468,400	(468,400)	0	0	0	0 EXT EVENT
	P6 - City-wide Park Development	1,684,600	(1,684,600)	0	0	0	0
496	Growth Canyon Falls Park, Parking Lot - Construction	56,900	(56,900)	0	0	0	0 SCHED
496	Growth Gopher Creek Linear Park - DCC Park Development	141,200	(141,200)	0	0	0	0 EXT EVENT
~	Renew Knox Mountain Park Improvements	84,400	(84,400)	0	0	0	0 PROGRAM
~	Renew Mill Creek Linear Park	1,692,500	(1,692,500)	0	0	0	0 MULTIYEAR
~	Renew Shoreline Restoration - Flood Damage	400,500	(400,500)	0	0	0	0 MULTIYEAR
	P7 - Linear/Natural Area Park Development	2,375,500	(2,375,500)	0	0	0	0
497	Renew Access For All Improvements	240,900	(90,900)	0	(150,000)	0	0 EXT EVENT
~	Renew Edith Gay Park Field #2 - Outfield Netting	130,000	(130,000)	0	0	0	0 MULTIYEAR
~	Renew Irrigation Infrastructure Renewal	133,700	(133,700)	0	0	0	0 PROGRAM
497	Renew Sport Courts/Water Parks/Skate Parks Renewal & Replacements	101,400	(101,400)	0	0	0	0 EXT EVENT
	P8 - Renewal, Rehabilitation & Infra	606,000	(456,000)	0	(150,000)	0	0
~	Renew Kelowna Memorial Cemetery - Improvements	187,400	(187,400)	0	0	0	0 PROGRAM
	P9 - Capital Opportunities Partnership	187,400	(187,400)	0	0	0	0

Page Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
Cost Center Totals		22,696,400	(21,622,200)		0(1,074,200)	0	0
Transportation Capital							
~	Growth Benvoulin Turn Lanes DCC (Casorso - KLO)	50,000	(50,000)	0	0	0	0 MULTIYEAR
~	Growth Casorso 1 Roundabouts (Swamp - Benvoulin)	50,000	(50,000)	0	0	0	0 MULTIYEAR
498	Growth Clement 1 DCC (St.Paul - Graham)	293,400	(293,400)	0	0	0	0 SCHED
~	Growth Commonwealth Rd (Hwy 97 - Jim Bailey)	537,700	(537,700)	0	0	0	0 MULTIYEAR
~	Growth Frost 1 DCC (Killdeer - Chute Lake)	73,500	(73,500)	0	0	0	0 MULTIYEAR
~	Growth Gordon 1 DCC (Frost - South Perimeter), Road	1,842,900	(555,000)	(1,287,900)	0	0	0 MULTIYEAR
~	Growth Hollywood 7 (Sexsmith - Appaloosa) Improvements	1,772,900	(1,772,900)	0	0	0	0 MULTIYEAR
~	Growth McCulloch Area DCC (KLO/Hall/Spiers)	454,400	(454,400)	0	0	0	0 MULTIYEAR
498	Growth Richter 1 DCC (Sutherland - KLO)	200,000	(200,000)	0	0	0	0 SCHED
499	Growth South Perimeter 1 DCC (Gordon Dr - Stewart 1), Road	7,431,400	(1,601,500)	(5,829,900)	0	0	0 EXT EVENT
~	Growth Stewart 3 DCC (Crawford-Swamp), Road	721,100	(721,100)	0	0	0	0 MULTIYEAR
T1 - DCC Roads		13,427,300	(6,309,500)	(7,117,800)	0	0	0
499	Growth Casorso 3 DCC	1,505,400	(1,505,400)	0	0	0	0 SCHED
500	Growth Casorso 4 DCC (Raymer - KLO), ATC	93,200	(63,400)	0	(29,800)	0	0 SCHED
~	Growth Clement 2 DCC (Spall - Hwy33) Design	1,200,000	(600,000)	0	(600,000)	0	0 MULTIYEAR
500	Growth Dilworth DCC Active Transportation Corridor	131,600	(131,600)	0	0	0	0 EXT EVENT
501	Growth Ethel 6 AT (Clement - Cawston)	100,400	(100,400)	0	0	0	0 SCHED
~	Growth Glenmore 3 DCC (Clement - High) AT	94,900	(94,900)	0	0	0	0 MULTIYEAR
501	Growth Glenmore 4 AT (Kane - Dallas)	450,000	(450,000)	0	0	0	0 DESIGNOPT
502	Growth Houghton 1 DCC (Nickel - Rails with Trails), ATC	451,300	(102,100)	0	(349,200)	0	0 EXT EVENT
~	Growth Houghton 2 DCC (Hollywood Rd - Rutland Rd), ATC	3,010,000	(3,010,000)	0	0	0	0 MULTIYEAR
502	Growth Rails with Trails DCC (Dilworth - Commerce Ave), ATC	263,600	(263,600)	0	0	0	0 SCHED
~	Growth Rails with Trails to Greenway ATC	34,600	(34,600)	0	0	0	0 MULTIYEAR
~	Growth Sutherland 1 DCC (Gordon - Burtch), ATC	389,400	(389,400)	0	0	0	0 MULTIYEAR
503	Growth Sutherland 2 DCC (Lake - Gordon), ATC	978,500	(978,500)	0	0	0	0 SCHED
T2 - DCC Roads - Active Transportation		8,702,900	(7,723,900)	0	(979,000)	0	0
503	Growth Burtch & Harvey Intersection Improvements	99,600	(49,600)	0	0	(50,000)	0 SCHED
504	Renew City of Kelowna Highway Signage	99,800	0	0	(99,800)	0	0 SCHED
504	Growth Hwy.97/Leckie Road Intersection Improvements	268,500	(268,500)	0	0	0	0 EXT EVENT
505	Renew Roadway Urbanization	1,166,700	(305,400)	0	0	(861,300)	0 SCHED
T3 - Non-DCC Roads		1,634,600	(623,500)	0	(99,800)	(911,300)	0
~	Renew Bridge Rehabilitation	174,700	(174,700)	0	0	0	0 PROGRAM
~	Renew KLO Rd Mission Creek Bridge Replacement	169,800	(169,800)	0	0	0	0 MULTIYEAR

Page	Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
~	Renew	Roads Resurfacing	198,700	(198,700)	0	0	0	0 PROGRAM
~	Renew	Sidewalk and Bikeway Renewal	31,900	(31,900)	0	0	0	0 PROGRAM
~	Renew	Street Light Renewal	774,800	(774,800)	0	0	0	0 PROGRAM
~	Renew	Transit - Equipment Renewal	129,300	(80,400)	0	(48,900)	0	0 PROGRAM
505	Growth	Urban Centre Improvements	391,700	(391,700)	0	0	0	0 DESIGNOPT
T4 - Transportation System Renewal			1,870,900	(1,822,000)	0	(48,900)	0	0
506	Growth	Abbott DCC (Rose Ave - Cedar Ave) Protected Bike Lane Project	427,300	(427,300)	0	0	0	0 EXT EVENT
~	New	Active Transportation Corridor	384,000	(384,000)	0	0	0	0 PROGRAM
506	Growth	Hwy 97 Right Turn Lane to Pandosy	99,000	(99,000)	0	0	0	0 DESIGNOPT
507	New	Okanagan Rail Trail	223,700	(80,200)	0	(143,500)	0	0 EXT EVENT
T5 - Bicycle Network			1,134,000	(990,500)	0	(143,500)	0	0
507	Growth	Hwy 97 Pedestrian Overpass	4,390,700	(4,390,700)	0	0	0	0 DESIGNOPT
~	New	Sidewalk Network Expansion	122,500	(122,500)	0	0	0	0 PROGRAM
T6 - Sidewalk Network			4,513,200	(4,513,200)	0	0	0	0
~	New	Pedestrian and Road Safety Projects	466,500	(466,500)	0	0	0	0 PROGRAM
~	New	Safe Routes to School Program	41,900	(41,900)	0	0	0	0 PROGRAM
~	New	Traffic Calming	90,200	(90,200)	0	0	0	0 PROGRAM
508	New	Traffic Signal - Spall at Springfield	121,500	(121,500)	0	0	0	0 SCHED
T7 - Safety and Operational Improvements			720,100	(720,100)	0	0	0	0
~	Growth	Traffic Signals and Roundabouts	758,000	(758,000)	0	0	0	0 PROGRAM
T8 - Traffic Control Infrastructure			758,000	(758,000)	0	0	0	0
508	Growth	Rutland Park & Ride, Mobility Hub, Operations facility	280,000	(280,000)	0	0	0	0 WAITGRAN
~	New	Transit - Land Acquisition	235,200	(235,200)	0	0	0	0 PROGRAM
~	New	Transit - New Equipment	20,200	(20,200)	0	0	0	0 PROGRAM
T9 - Transit Facilities			535,400	(535,400)	0	0	0	0
Cost Center Totals			33,296,400	(23,996,100)	(7,117,800)	(1,271,200)	(911,300)	0

Solid Waste Capital

509	Growth	General Site Works and Investigations	230,900	(230,900)	0	0	0	0 SCHED
509	Growth	Landfill Site Preparation	2,286,700	(2,286,700)	0	0	0	0 SCHED
SW2 - Site Improvement			2,517,600	(2,517,600)	0	0	0	0
510	New	Leachate and Landfill Gas Header	59,800	(59,800)	0	0	0	0 SCHED
SW3 - Gas Management			59,800	(59,800)	0	0	0	0
510	Renew	Surface Water Bypass	230,000	(230,000)	0	0	0	0 DESIGNOPT
SW5 - Drainage & Groundwater Management			230,000	(230,000)	0	0	0	0
511	Growth	Commonage - Pavement Repairs	109,100	0	0	0	(47,400)	(61,700) SCHED
511	New	Commonage - Pond Pump Kiosk	96,800	0	0	0	(32,300)	(64,500) SCHED
SW6 - Recycling & Waste Management			205,900	0	0	0	(79,700)	(126,200)
~	Growth	Stockpiles and Reprocessing Areas Relocation	1,373,000	(1,373,000)	0	0	0	0 MULTIYEAR

Page Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
	SW7 - Landfill Area Development	1,373,000	(1,373,000)	0	0	0	0
512	Renew Landfill Infrastructure Renewal	918,900	(918,900)	0	0	0	0 EXT EVENT
	SW9 - Solid Waste Renewal	918,900	(918,900)	0	0	0	0
Cost Center Totals		5,305,200	(5,099,300)	0	0	(79,700)	(126,200)

Storm Drainage Capital

512	Renew	Knox Mountain Geotechnical Engineering	3,820,200	(3,453,800)	0	0	0 (366,400) DESIGNOPT
~	New	Mill Creek Flood Protection	6,206,800	(3,787,600)	0	(2,419,200)	0 MULTIYEAR
513	Renew	Pedestrian Bridge Renewal – MillBridge Park	290,600	(171,000)	0	(119,600)	0 DESIGNOPT
		D1 - Hydraulic Upgrading Program	10,317,600	(7,412,400)	0	(2,538,800)	0 (366,400)
~	New	Containment Devices	168,400	(168,400)	0	0	0 PROGRAM
		D2 - Storm Drainage Quality Program	168,400	(168,400)	0	0	0
513	Renew	Crossing of Gopher Creek at Garner Rd	50,000	(50,000)	0	0	0 SCHED
		D3 - Storm Water Renewal	50,000	(50,000)	0	0	0
Cost Center Totals		10,536,000	(7,630,800)	0	(2,538,800)	0	(366,400)

Information Services Capital

514	Renew	Back Office Equipment (Server Upgrades)	30,000	(30,000)	0	0	0 EXT EVENT
		I2 - Server & Data Storage	30,000	(30,000)	0	0	0
514	Renew	Asset Management System	52,300	(34,400)	0	0	(17,900) EXT EVENT
515	Renew	Class Registration Software Replacement	41,300	(41,300)	0	0	0 SCHED
~	Renew	Major Systems Projects - Expense Ledger Module	50,000	(50,000)	0	0	0 MULTIYEAR
515	Renew	Major Systems Projects - Land Management System	78,600	(78,600)	0	0	0 EXT EVENT
516	Renew	Major Systems Projects - Website Compliance	160,000	(160,000)	0	0	0 EXT EVENT
~	Renew	Major Systems Projects – Planning and Permitting	750,300	(750,300)	0	0	0 MULTIYEAR
~	New	Records and Information Management System	513,400	(513,400)	0	0	0 MULTIYEAR
		I3 - Major System Projects	1,645,900	(1,628,000)	0	0	0 (17,900)
516	Renew	Communications Networks (Network Upgrades)	46,300	(46,300)	0	0	0 EXT EVENT
		I4 - Communications Systems	46,300	(46,300)	0	0	0
Cost Center Totals		1,722,200	(1,704,300)	0	0	0	(17,900)

Vehicle & Mobile Equipment

517	Renew	Equipment and Vehicle Replacement	4,147,900	(3,893,300)	0	0	0 (254,600) SCHED
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Page Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
	V2 - Vehicle / Equipment Renewal	4,147,900	(3,893,300)	0	0	0	(254,600)
Cost Center Totals		4,147,900	(3,893,300)	0	0	0	(254,600)
Fire Capital							
517	Renew Fire Equipment	135,500	(135,500)	0	0	0	0 EXT EVENT
~	Renew Fire Vehicle and Equipment Renewal	3,030,600	(3,030,600)	0	0	0	0 MULTIYEAR
	F1 - Vehicle / Equipment Renewal	3,166,100	(3,166,100)	0	0	0	0
~	Renew Fire Communications Equipment Renewal	450,000	(450,000)	0	0	0	0 MULTIYEAR
	F3 - Communications Systems	450,000	(450,000)	0	0	0	0
Cost Center Totals		3,616,100	(3,616,100)	0	0	0	0
Sub-Total		91,754,400	(77,996,300)	(7,117,800)	(4,884,200)	(991,000)	(765,100)

~ denotes request details not included in carryover volume

* italics - denotes that this is a shared (part of another department) operating request

PROJECTS UNDER \$10,000

Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility	Reason
<u>Real Estate and Parking Capital</u>								
~	Renew	Property Acquisition - Unit 301-1475 Ellis Street	9,800	(9,800)	0	0	0	0 EXT EVENT
		L1 - General Land	9,800	(9,800)	0	0	0	0
		Cost Center Totals	9,800	(9,800)	0	0	0	0
<u>Building Capital</u>								
~	Renew	Police Services Building - Public Art	5,900	(5,900)	0	0	0	0 EXT EVENT
		B3 - Civic/Protective Service Buildings	5,900	(5,900)	0	0	0	0
		Cost Center Totals	5,900	(5,900)	0	0	0	0
<u>Parks Capital</u>								
~	New	Boyce-Gyro Park Public Art	5,000	(5,000)	0	0	0	0 EXT EVENT
		B3 - Civic/Protective Service Buildings	5,000	(5,000)	0	0	0	0
		Cost Center Totals	5,000	(5,000)	0	0	0	0
<u>Transportation Capital</u>								
~	New	Crosswalk Safety - Signals and Flashers	9,100	(9,100)	0	0	0	0 PROGRAM
		T7 - Safety and Operational Improvements	9,100	(9,100)	0	0	0	0
		Cost Center Totals	9,100	(9,100)	0	0	0	0
		Grand Total	91,784,200	(78,026,100)	(7,117,800)	(4,884,200)	(991,000)	(765,100)

~ denotes request details not included in carryover volume

* italics - denotes that this is a shared (part of another department) operating request

2023 Capital Requests

Carryover Budget

CAPITAL BUDGET Summary - Utility Funds

Page Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
<u>Airport Capital</u>							
518	Growth Airport Airside Land Development	50,000	(50,000)	0	0	0	0 EXT EVENT
	A1 - Airside	50,000	(50,000)	0	0	0	0
~	Growth Airport - Hotel Development	3,411,900	(3,411,900)	0	0	0	0 MULTIYEAR
~	New Airport Child Care Facility	3,047,200	(89,000)	0	(2,676,200)	(282,000)	0 MULTIYEAR
518	Renew Airport Convair Way Parking Lot Upgrades	2,409,300	(2,409,300)	0	0	0	0 EXT EVENT
519	New Airport Groundside Equipment Replacement	100,700	(100,700)	0	0	0	0 EXT EVENT
	A2 - Groundside	8,969,100	(6,010,900)	0	(2,676,200)	(282,000)	0
519	Renew Airport Air Terminal Building Capital Replacement & Improvement	587,000	(587,000)	0	0	0	0 SCHED
520	Renew Airport Combined Operations Building Infrastructure Renewal	440,000	(440,000)	0	0	0	0 EXT EVENT
~	Renew Airport Roof Replacement Program	537,300	(209,200)	0	(328,100)	0	0 MULTIYEAR
520	Renew Airport Technology Replacements	520,000	(520,000)	0	0	0	0 EXT EVENT
	A3 - Terminal	2,084,300	(1,756,200)	0	(328,100)	0	0
521	Renew Airport - Arrivals Carousels Capacity Upgrades and Belts	15,000	(15,000)	0	0	0	0 EXT EVENT
521	Renew Airport Passenger Boarding Bridge Upgrades	338,400	(338,400)	0	0	0	0 EXT EVENT
~	Growth Soaring Beyond 2.5 Million Passengers AIF Program	88,583,200	(79,781,500)	0	(8,801,700)	0	0 MULTIYEAR
	A4 - AIF	88,936,600	(80,134,900)	0	(8,801,700)	0	0
	Cost Center Totals	100,040,000	(87,952,000)	0	(11,806,000)	(282,000)	0
<u>Water Capital</u>							
522	Growth Poplar Point to Dilworth Mountain Transmission Upgrade Design	793,100	(793,100)	0	0	0	0 SCHED
	W1 - DCC Pipes (Mains)	793,100	(793,100)	0	0	0	0
~	Growth Offsite & Oversize - Water	401,500	(401,500)	0	0	0	0 PROGRAM
	W5 - DCC Offsite & Oversize	401,500	(401,500)	0	0	0	0
522	Renew Poplar Point UV System Assessment and Modifications	97,800	(97,800)	0	0	0	0 EXT EVENT
523	Renew Skyline PS - Station Upgrade Safety Issues	319,500	(319,500)	0	0	0	0 EXT EVENT
~	Renew Water Network and Facility Renewal	1,271,800	(1,271,800)	0	0	0	0 PROGRAM
	W6 - Network and Facility Renewal	1,689,100	(1,689,100)	0	0	0	0
523	Renew Chemical Storage Tank Replacement - Kettle Valley UV Facility	20,100	(20,100)	0	0	0	0 EXT EVENT
524	Growth Kettle Valley Reservoir Upgrade	95,300	(95,300)	0	0	0	0 DESIGNOPT
524	New Snow Runoff Hydrology	50,000	(50,000)	0	0	0	0 EXT EVENT

Page Type	Description	Amount	Reserve	Borrow	Grant	Other	Utility Reason
525	Growth South End Water Upgrades	290,400	(290,400)	0	0	0	0 SCHED
	W7 - Network and Facility Improvements	455,800	(455,800)	0	0	0	0
525	Renew Dam Repairs - Irrigation Intake	519,700	(519,700)	0	0	0	0 EXT EVENT
526	New Hydrants	14,100	(14,100)	0	0	0	0 SCHED
526	Renew Irrigation System Upgrades	132,800	(132,800)	0	0	0	0 EXT EVENT
527	Renew Pressure Reducing Valve Upgrades	188,500	(188,500)	0	0	0	0 DESIGNOPT
	W8 - Irrigation Network Improvements	855,100	(855,100)	0	0	0	0
	Cost Center Totals	4,194,600	(4,194,600)	0	0	0	0
Wastewater Capital							
527	Renew Water Street Lift Station	1,432,000	(1,432,000)	0	0	0	0 DESIGNOPT
	WW2 - DCC Lift Stations	1,432,000	(1,432,000)	0	0	0	0
528	New Biosolids Management Phase I & Phase II	434,200	(434,200)	0	0	0	0 DESIGNOPT
	WW3 - DCC Wastewater Treatment Facilities	434,200	(434,200)	0	0	0	0
~	Growth Offsite & Oversize - Wastewater	418,700	(418,700)	0	0	0	0 PROGRAM
	WW4 - DCC Oversize	418,700	(418,700)	0	0	0	0
528	New BCTTP Transformer Replacement	400,000	(100,000)	0	0	(300,000)	0 DESIGNOPT
~	Renew Burtch Trunk	1,230,100	(1,230,100)	0	0	0	0 MULTIYEAR
529	Renew Commonage - Quonset Mix Building Envelope Renewal	148,200	(96,300)	0	0	(51,900)	0 SCHED
~	Renew Renewal - Wastewater Mains and Facilities	5,397,700	(5,397,700)	0	0	0	0 MULTIYEAR
529	Renew Renewal - Wastewater Mains and Facilities - SCADA	162,200	(162,200)	0	0	0	0 EXT EVENT
530	Renew Sewer Lift Station SCADA Integration	211,300	(211,300)	0	0	0	0 SCHED
530	Renew Wastewater Lift Station Renewal	13,700	(13,700)	0	0	0	0 EXT EVENT
	WW5 - Network and Facility Renewal	7,563,200	(7,211,300)	0	0	(351,900)	0
~	New KLO Rd Mission Creek Sewer Connection	874,200	(233,200)	0	(641,000)	0	0 MULTIYEAR
~	New Rialto (SCA 16) Sewer Connection Project	779,700	(335,500)	0	(444,200)	0	0 MULTIYEAR
531	Renew Rose Ave Lift Station Odour Control System	50,000	(50,000)	0	0	0	0 SCHED
~	Growth Rutland Centre (SCA 22) Sewer Connection Project	10,301,600	(2,747,500)	0	(7,554,100)	0	0 MULTIYEAR
	WW6 - Network and Facility Improvements	12,005,500	(3,366,200)	0	(8,639,300)	0	0
	Cost Center Totals	21,853,600	(12,862,400)	0	(8,639,300)	(351,900)	0
	Sub-Total	126,088,200	(105,009,000)	0	(20,445,300)	(633,900)	0

~ denotes request details not included in carryover volume

* italics - denotes that this is a shared (part of another department) operating request

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Real Estate and Parking Capital 10 Yr Cap Plan Ref: Not included L1
 Title: Land Remediation, 1746 Water Street CARRYOVER

Justification:

Carryover is requested due to project delays, including additional environmental investigations and remediation planning.

2022 Budget: 600,000 Expected Completion: Dec 2023
 2022 Expenditures: 517,500
 Carryover Requested: 82,500

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
82,500	(82,500)				

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Real Estate and Parking Capital 10 Yr Cap Plan Ref: Not included L1
 Title: Property Acquisition – 1951 Cross Road CARRYOVER

Justification:

Carryover is requested for costs associated with demolition which was included in the acquisition costs, project was not completed in 2022 due to staff vacancy.

2022 Budget: 58,500 Expected Completion: Dec 2023
 2022 Expenditures: 0
 Carryover Requested: 58,500

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
58,500	(58,500)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Real Estate and Parking Capital	10 Yr Cap Plan Ref: Not included L3	
Title:	Downtown Parkades-Major Maintenance	CARRYOVER	

Justification:

Carryover is requested to allow for completion of several projects currently underway that were not completed in 2022 due to supply chain delays and contractor availability. Ongoing investment is necessary to ensure the maximum life expectancy for these facilities is achieved. At the Chapman Parkade, this includes modernization of the elevator, replacement of HVAC systems in the commercial rental units and stairwell exhaust fans. At the Library Parkade, concrete restoration and masonry repairs are included. Other projects are the addition of vehicle gates on the roof levels of the Library and Memorial Parkades and the design/installation of snow chutes on two facilities.

2022 Budget:	955,000	Expected Completion: Dec 2023
2022 Expenditures:	237,800	
Carryover Requested:	717,200	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
717,200	(717,200)				

Department:	Capital Projects	Priority: 1	Reason: Awaiting Grant
Cost Center:	Real Estate and Parking Capital	10 Yr Cap Plan Ref: Not included L3	
Title:	Electric Vehicle Charging Stations	CARRYOVER	

Justification:

Carryover of this budget is requested, firstly to secure the City share of funding to support a 2022 grant application for the installation of Level 2 charging stations and required infrastructure. If the grant application is unsuccessful, these funds may be used to complete the project at a smaller scale. Secondly to fund the purchase of four Level 2 charging stations already on order that have not yet been received, due to lengthy lead times from the supplier. A decision on the grant application is anticipated by Q3 of 2023 and, depending on that timeline, this project may extend into early 2024.

2022 Budget:	330,300	Expected Completion: Mar 2024
2022 Expenditures:	172,800	
Carryover Requested:	157,500	

Strategic Direction: Environmental protection - Greenhouse gas emissions are decreasing

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
157,500	(157,500)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Real Estate and Parking Capital 10 Yr Cap Plan Ref: Not included L3
 Title: Parking Equipment and Facilities CARRYOVER

Justification:

Carryover is requested to continue renewal of parking infrastructure by replacing equipment that has reached end of life. Renewal of enforcement equipment is included along with the remainder of required upgrades to credit card processing equipment on pay stations to comply with the "Chip and Pin" Europay, MasterCard and Visa (EMV) debit/credit card standard in advance of the anticipated deadline in 2023 to ensure no disruption in our ability to accept credit card payments. This budget was not fully utilized in 2022 due to delays in obtaining equipment from some vendors.

2022 Budget:	781,300	Expected Completion: Dec 2023
2022 Expenditures:	503,600	
Carryover Requested:	277,700	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
277,700	(277,700)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B1
 Title: H2O Boiler Replacement CARRYOVER

Justification:

Carryover is requested due to unforeseen equipment conditions requiring further investigation. Further design and equipment installation is planned for 2023.

2022 Budget:	321,200	Expected Completion: Dec 2023
2022 Expenditures:	26,300	
Carryover Requested:	294,900	

Strategic Direction: Other - Extraordinary or Unforeseen Obligation

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
294,900	(294,900)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Building Capital	10 Yr Cap Plan Ref:	Not included B1
Title:	Mission Recreation Park, Capital News Centre - Expansion		CARRYOVER

Justification:

Carryover is requested to honour existing contractual commitments and forthcoming consulting for the functional program for the expansion of the Capital News Centre to provide two new ice sheets and additional sports facilities. Once complete, partnership options with the existing operators will be considered in 2023, followed by schematic design work in Q4 of 2023 into 2024. The start of this work was deferred by staff so as not to conflict with the similar functional programming work for Parkinson Recreation Centre.

2022 Budget:	230,000	Expected Completion:	Dec 2024
2022 Expenditures:	<u>65,800</u>		
Carryover Requested:	164,200		

Strategic Direction: Vibrant neighbourhoods - Accessible and multi-purpose amenities

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
164,200	(164,200)				

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Building Capital	10 Yr Cap Plan Ref:	Not included B1
Title:	Rotary Beach Park Washroom		CARRYOVER

Justification:

Schedule for the design of the new washroom and changeroom building has been extended while City staff review emerging designs in other communities that improve inclusiveness and reduce improper use. Design to continue through winter and scheduled to be complete fall 2023. Budget is for design of building only.

2022 Budget:	80,000	Expected Completion:	Sep 2023
2022 Expenditures:	<u>37,800</u>		
Carryover Requested:	42,200		

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
42,200	(42,200)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Building Capital	10 Yr Cap Plan Ref: Not included B1	
Title:	Rotary Center Roof Repair	CARRYOVER	

Justification:

Unforeseen site conditions delayed planned work. Further investigation to occur in spring of 2023 with expected completion in Q3 2023.

2022 Budget:	70,000	Expected Completion: Dec 2023
2022 Expenditures:	<u>9,300</u>	
Carryover Requested:	60,700	

Strategic Direction: Economic resiliency - Infrastructure deficit is reduced

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
60,700	(60,700)				

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Building Capital	10 Yr Cap Plan Ref: Not included B2	
Title:	Library Chiller and Boiler Replacement	CARRYOVER	

Justification:

The Library chiller and boiler upgrades were substantially complete in Q4 of 2021. Ongoing optimization through a consulting assignment of the control systems is underway to integrate the new heating and cooling equipment with the facility. City staff and consultants are required to see the systems in place, function and cycle a number of times to complete the work based on seasonal cycles.

2022 Budget:	56,000	Expected Completion: Dec 2023
2022 Expenditures:	<u>5,200</u>	
Carryover Requested:	50,800	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
50,800	(50,800)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B3
 Title: City Hall - Envelope Renewal, Study and Design CARRYOVER

Justification:

City Hall is one of the highest energy users within the municipal buildings portfolio. Carryover is requested for this multi-year envelope and energy study for City Hall, which has the potential to yield substantial energy savings in the future, and hence both cost and greenhouse gas emission reductions. The work is in preparation for the Envelope Renewal project identified in the ten-year Capital plan for 2025. Recent information resulting from the current City Hall renovations, and coordination with the third party 350 Doyle development currently in design, has resulted in the need for further works to this study.

2022 Budget: 159,400 Expected Completion: Dec 2023
 2022 Expenditures: 38,600
 Carryover Requested: 120,800

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
120,800	(120,800)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B3
 Title: City Hall Improvements Phase IV and V CARRYOVER

Justification:

Carryover is requested for this multi-year project due to scope changes resulting from unforeseen conditions including relocation of building systems and abatement requirements.

2022 Budget: 4,586,400 Expected Completion: Dec 2024
 2022 Expenditures: 2,870,500
 Carryover Requested: 1,715,900

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
1,715,900	(1,715,900)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B7
 Title: Building Systems Automation & Performance Optimization CARRYOVER

Justification:

Carryover is requested due to supplier delays and resource challenges. Equipment is on order and installation is planned.

2022 Budget: 50,300 Expected Completion: Dec 2023
 2022 Expenditures: 10,200
 Carryover Requested: 40,100

Strategic Direction: Environmental protection - Predictive modelling & forecasting

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
40,100	(40,100)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B7
 Title: General Building Infrastructure Renewal CARRYOVER

Justification:

Carryover is requested as equipment is backordered due to supply chain issues. Equipment installation will begin once received.

2022 Budget: 4,644,950 Expected Completion: Dec 2023
 2022 Expenditures: 1,828,450
 Carryover Requested: 2,816,500

Strategic Direction: Economic resiliency - Infrastructure deficit is reduced

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
2,816,500	(2,816,500)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B7
 Title: H2O Centre Heat Recovery Chiller Replacement CARRYOVER

Justification:

Carryover is requested as unforeseen equipment conditions require further investigation. Further design and equipment installation is planned.

2022 Budget: 560,500 Expected Completion: Dec 2023
 2022 Expenditures: 538,500
 Carryover Requested: 22,000

Strategic Direction: Vibrant neighbourhoods - Accessible and multi-purpose amenities

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
22,000	(22,000)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B7
 Title: Kelowna Community Theatre - Stage Light Renewal CARRYOVER

Justification:

Project is delayed due to supply issues within the theatre lighting sector, some fixtures are ordered but remain undelivered at this time. Carryover is requested to receive and install the remaining fixtures in 2023.

2022 Budget: 384,200 Expected Completion: Sep 2023
 2022 Expenditures: 336,800
 Carryover Requested: 47,400

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
47,400	(47,400)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B7
 Title: Kelowna Community Theatre Renewal CARRYOVER

Justification:

Carryover is requested as equipment is backordered due to supply chain issues with delivery and install expected in 2023.

2022 Budget: 55,000 Expected Completion: Dec 2023
 2022 Expenditures: 1,100
 Carryover Requested: 53,900

Strategic Direction: Vibrant neighbourhoods - Accessible and multi-purpose amenities

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
53,900	(53,900)				

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Building Capital 10 Yr Cap Plan Ref: Not included B7
 Title: Yards Chemical Storage CARRYOVER

Justification:

Carryover is requested as staff resources were not available to complete this project in 2022 due to higher priority projects. The project remains in the planning phase.

2022 Budget: 298,900 Expected Completion: Dec 2023
 2022 Expenditures: 1,300
 Carryover Requested: 297,600

Strategic Direction: Vibrant neighbourhoods - Key sites are proactively planned

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
297,600	(297,600)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P10	
Title:	Art Walk - Extension from Doyle to Queensway		CARRYOVER

Justification:

Carryover is requested to honour existing contractual commitments for the schematic design of the Art Walk extension from Doyle Avenue to Queensway Avenue, immediately adjacent to Kasugai Gardens and tying into Bennett Plaza. Detail design work for the Art Walk will begin in Q1 of 2023 proceeding in parallel with the development of 350 Doyle Ave. Completion expected in Q4 of 2024.

2022 Budget:	68,600	Expected Completion: Dec 2024
2022 Expenditures:	<u>33,700</u>	
Carryover Requested:	34,900	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
34,900	(34,900)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P3	
Title:	Ballou Park (DCC)		CARRYOVER

Justification:

Carryover is requested as a no bid scenario delayed the start of construction to Q3 of 2022. Additional delays caused by long delivery lead times and abnormal fall weather impacted the substantial completion date. Remainder of the work includes site furnishings, fencing, pathway surfacing, landscaping and irrigation and will be complete in Q2 of 2023.

2022 Budget:	1,544,500	Expected Completion: Jun 2023
2022 Expenditures:	<u>1,142,800</u>	
Carryover Requested:	401,700	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
401,700	(401,700)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P3	
Title:	Tower Ranch Park #1 (DCC)	CARRYOVER	

Justification:

Carryover requested to facilitate construction in Q2, 2023. Original budget was insufficient to deliver park, therefore design revisions were made in an effort to reduce costs. Work being awarded Q4, 2022 to procure long lead time items. Work expected to be completed Q3 2023.

2022 Budget:	524,000	Expected Completion: Dec 2023
2022 Expenditures:	<u>60,100</u>	
Carryover Requested:	463,900	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
463,900	(463,900)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P4	
Title:	Pandosy Waterfront Park, DCC City-wide Park Development Phase 1	CARRYOVER	

Justification:

Supply chain issues delayed completion of park in 2022. Carryover is requested for the install of the supply chain items, including but not limited to, lumber supply for boardwalk, electrical kiosk breakers, park lighting, and subsequent park elements. Work expected to be completed Q2 2023

2022 Budget:	6,848,200	Expected Completion: Dec 2023
2022 Expenditures:	<u>3,214,100</u>	
Carryover Requested:	3,634,100	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
3,634,100	(2,709,900)		(924,200)		

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P5	
Title:	Glenmore Recreation Park Future Phases		CARRYOVER

Justification:

Carryover is requested for this multiyear project. The consultant has been secured under contract to undertake the design. Tender for construction will be complete in the fall of 2023, with construction in 2024. Additional budget to support construction was approved as part of the Preliminary Budget for 2023.

2022 Budget:	550,000	Expected Completion: Dec 2024
2022 Expenditures:	<u>38,600</u>	
Carryover Requested:	511,400	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
511,400	(511,400)				

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P5	
Title:	Mission Recreation - Softball Diamonds (DCC)		CARRYOVER

Justification:

The detail design was delayed for most of 2021, pending confirmation on the final program and concept for the site, the adjacent stream and existing facilities (fieldhouse, washrooms, playground, stream). Revised Park Master Plan developed in 2022 and field size modified to retain Kinsmen fieldhouse. Tender package to be circulated Q1, 2023 with fields to be utilized in Q3, 2024 to allow for sod establishment. Work expected to be completed Q4 2024.

2022 Budget:	4,490,900	Expected Completion: Dec 2024
2022 Expenditures:	<u>76,100</u>	
Carryover Requested:	4,414,800	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
4,414,800	(4,414,800)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P5	
Title:	Mission Recreational Park Artificial Turf Replacement	CARRYOVER	

Justification:

Carryover is requested for the necessary placement of additional infill materials. The installation is weather dependent and is anticipated to begin in Q2 of 2023 with completion in Q3 of 2023. Weather and additional infill materials were causes of the project not being completed in 2022.

2022 Budget:	79,800	Expected Completion: Sep 2023
2022 Expenditures:	<u>23,400</u>	
Carryover Requested:	56,400	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
56,400	(56,400)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P6	
Title:	City Park - Improvements, Waterfront Promenade Phase 3	CARRYOVER	

Justification:

Carryover is requested to facilitate concept, permitting and detailed design of City Park Promenade from Colds Sands washroom to Bernard for future construction. This section of walkway falls within the riparian zone, and in order for the design work to proceed with the necessary approvals, a comprehensive Shoreline Restoration Balance report for all City owned waterfront properties was identified as necessary. The report is in final draft and the design work will resume shortly.

2022 Budget:	199,800	Expected Completion: Dec 2024
2022 Expenditures:	<u>2,700</u>	
Carryover Requested:	197,100	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
197,100	(197,100)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P6	
Title:	City Park, Phase 2 - Design & Construction		CARRYOVER

Justification:

Grant was unsuccessful and funding is required to complete mandatory shoreline permitting and respective design in 2023 as requested by the Province. Work is anticipated to be completed in conjunction with the City Park phase three Promenade joining future Kerry Park at Bernard and recently completed City Park phase two work.

2022 Budget:	3,997,000	Expected Completion: Dec 2024
2022 Expenditures:	179,500	
2022 Budget Not Required:	<u>2,798,400</u>	
Carryover Requested:	1,019,100	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
1,019,100	(1,019,100)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P6	
Title:	Kerry Park - Future Phases (DCC)		CARRYOVER

Justification:

Carryover is requested due to permit delays with the adjacent property development. A consultant has been selected and has completed preliminary design in 2022.

2022 Budget:	553,400	Expected Completion: Dec 2024
2022 Expenditures:	<u>85,000</u>	
Carryover Requested:	468,400	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
468,400	(468,400)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Parks Capital	10 Yr Cap Plan Ref:	Not included P7
Title:	Canyon Falls Park, Parking Lot - Construction		CARRYOVER

Justification:

Carryover is requested to finalize construction as City crews were not able to complete due to higher priority projects. A contractor was engaged to complete the work but was unable to access the site until South Perimeter Road was completed.

2022 Budget:	119,000	Expected Completion:	Jun 2023
2022 Expenditures:	<u>62,100</u>		
Carryover Requested:	56,900		

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
56,900	(56,900)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref:	Not included P7
Title:	Gopher Creek Linear Park - DCC Park Development		CARRYOVER

Justification:

Gopher Creek Linear Park is substantially complete. Carryover is requested for minor clean up items which were scheduled to be completed in Q4 2022 but were delayed due to cold weather coming earlier than anticipated. These final items will be resolved in early 2023 once weather permits. Completion / close out anticipated in Q1 of 2023.

2022 Budget:	490,800	Expected Completion:	Jan 2023
2022 Expenditures:	<u>349,600</u>		
Carryover Requested:	141,200		

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
141,200	(141,200)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P8	
Title:	Access For All Improvements	CARRYOVER	

Justification:

Carryover is requested for construction of the remainder of the pathway that has been put on hold pending archaeological approval. Remaining pathway construction is anticipated to be complete in Q2 of 2023. Installation of selected playground equipment is delayed due to delivery timeline of six months; installation is anticipated for Q3 of 2023.

2022 Budget:	359,500	Expected Completion: Sep 2023
2022 Expenditures:	<u>118,600</u>	
Carryover Requested:	240,900	

Strategic Direction: Social & inclusive - Inclusivity and diversity are increasing

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
240,900	(90,900)		(150,000)		

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Parks Capital	10 Yr Cap Plan Ref: Not included P8	
Title:	Sport Courts/Water Parks/Skate Parks Renewal & Replacements	CARRYOVER	

Justification:

Carryover is requested to complete the remainder of the work at Jack Robertson Park. Construction was delayed due to weather preventing the second lift of asphalt and acrylic surfacing. Related improvements including fencing and retaining wall cannot be finished until surfacing is complete in Q2 of 2023. Expected completion is Q3 of 2023.

2022 Budget:	137,100	Expected Completion: Sep 2023
2022 Expenditures:	<u>35,700</u>	
Carryover Requested:	101,400	

Strategic Direction: Vibrant neighbourhoods - Animated parks & public spaces

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
101,400	(101,400)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T1
 Title: Clement 1 DCC (St.Paul - Graham) CARRYOVER

Justification:

Carryover is requested to coordinate multiple development frontage works along Clement Ave to ensure the successful implementation of the Clement DCC and adjacent projects. The remaining funds will be used to complete elements of the road outside of development requirements. In 2022, construction at Ellis and Clement was delayed in order to coordinate for cost savings with an adjacent City water project and development works. In 2023 funding will complete work at Clement and Ellis and continue to be used to coordinate with the ongoing development and plan for implementation of the ultimate DCC project. Project timing is determined by adjacent development timing along Clement Ave.

2022 Budget:	297,700	Expected Completion: Dec 2023
2022 Expenditures:	4,300	
Carryover Requested:	293,400	

Strategic Direction: Transportation & mobility - Travel times are optimized

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
293,400	(293,400)				

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T1
 Title: Richter 1 DCC (Sutherland - KLO) CARRYOVER

Justification:

Projected growth within Downtown and Pandosy, combined with traffic from other parts of the region, are anticipated to more than double trips through this area. With limited options to increase vehicle capacity, increasing active and transit capacity between Pandosy and Downtown is a priority within the Transportation Master Plan (TMP). This project will be informed by outcomes from the Richter-Pandosy Corridor Study which did not start in 2022 due to staff resources. Carryover is requested for this multi-year project to undertake preliminary design, cost estimates and property impacts for the Richter St Multi-Modal Corridor Project. Work is expected to be completed by the end of 2024.

2022 Budget:	200,000	Expected Completion: Dec 2024
2022 Expenditures:	0	
Carryover Requested:	200,000	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
200,000	(200,000)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T1
 Title: South Perimeter 1 DCC (Gordon Dr - Stewart 1), Road CARRYOVER

Justification:

This road segment was completed in fall 2022 by developer. The payment schedule, as dedicated by the definitive South Perimeter Rd Agreement including amendments, was by way of lump sum payment in early 2023 with the remaining balance to be paid quarterly based on 80% of the Sector B Roads collected until full repayment. Carryover is requested for the remaining payments for the South Perimeter 1 segment.

2022 Budget:	7,432,200	Expected Completion: Dec 2023
2022 Expenditures:	800	
Carryover Requested:	7,431,400	

Strategic Direction: People - Ability to attract, select & retain talent

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
7,431,400	(1,601,500)	(5,829,900)			

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T2
 Title: Casorso 3 DCC CARRYOVER

Justification:

Carryover is requested for the construction of the Casorso 3 DCC ATC (KLO to Lanfranco). Casorso 3 was originally split into two phases, north (KLO to Lanfranco) in 2022, and south (Lanfranco to Barrera) in 2023. Construction of the north segment was delayed and will now occur concurrently with the south, both in 2023. Constructing both projects concurrently will limit construction impacts to one season and increase efficiency. Once completed, the Casorso ATC will link the Ethel and Barrera ATCs, creating a continuous corridor from Downtown to the south of Pandosy improving access to Pandosy Village, Okanagan College and Kelowna Secondary School. Construction is expected to be completed by the end of 2023.

2022 Budget:	1,672,300	Expected Completion: Dec 2023
2022 Expenditures:	166,900	
Carryover Requested:	1,505,400	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
1,505,400	(1,505,400)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T2
 Title: Casorso 4 DCC (Raymer - KLO), ATC CARRYOVER

Justification:

Carryover is requested to complete the construction of Casorso 4 ATC (Raymer to KLO), including trees along KLO, and for the design of a connection to the Okanagan College campus and Transit Exchange. The design of the exchange connection is underway and construction is planned for 2024 with completion in Q4 of 2024. Construction was delayed due to the cost savings associated with coordinating with the adjacent construction of new Okanagan College Student Residence.

2022 Budget:	320,800	Expected Completion: Dec 2024
2022 Expenditures:	227,600	
Carryover Requested:	93,200	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
93,200	(63,400)		(29,800)		

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T2
 Title: Dilworth DCC Active Transportation Corridor CARRYOVER

Justification:

Carryover is requested to continue design work for the Dilworth Active Transportation Corridor (ATC). Staff availability, the complex and constrained nature of the corridor, and changing development constraints delayed this project thru 2022. With the new Costco and multiuse pathway on Leckie (south of Hwy 97) staff have prioritized completing the Leckie corridor north of Hwy 97. Carryover would complete a concept design for the Dilworth ATC. This concept will help coordinate future developments and capital projects with the ATC. The expected completion date is Q2 2024, coordinated with adjacent design assignments and dependent on staff resources.

2022 Budget:	131,600	Expected Completion: Dec 2024
2022 Expenditures:	0	
Carryover Requested:	131,600	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
131,600	(131,600)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref:	Not included T2
Title:	Ethel 6 AT (Clement - Cawston)		CARRYOVER

Justification:

Carryover is requested to complete the design for the last phase of the Ethel Active Transportation Corridor (ATC) between Cawston Ave and the Okanagan Rail Trail. Project was delayed due to staffing availability to commence the design process which started in Q4 of 2022 and is expected to be completed by Q3 of 2023. Results from this design process will inform the 10 Year Capital Plan and future budget requests for construction.

2022 Budget:	111,000	Expected Completion:	Dec 2023
2022 Expenditures:	<u>10,600</u>		
Carryover Requested:	100,400		

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
100,400	(100,400)				

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref:	Not included T2
Title:	Glenmore 4 AT (Kane - Dallas)		CARRYOVER

Justification:

Carryover is requested to undertake the design and construction of a section of the Glenmore 4 Active Transportation Corridor (ATC) Multi-use path (MUP) between Dallas Rd and Kane Rd. The duration of the design has been extended to allow for the evaluation of routing options. Design work is expected to be completed by Q2 2023, and construction by the end of 2023.

2022 Budget:	450,400	Expected Completion:	Dec 2023
2022 Expenditures:	<u>400</u>		
Carryover Requested:	450,000		

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
450,000	(450,000)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T2
 Title: Houghton 1 DCC (Nickel - Rails with Trails), ATC CARRYOVER

Justification:

This project is substantially complete as of November 2022 however carryover is requested for some landscaping, paint marking and minor costs that will be expensed in 2023. These minor finishing items were scheduled to be completed in Q4 2022 but were delayed due to early cold, wet and snowy weather in Q4 2022. This project will be completed by Q2 2023.

2022 Budget: 3,265,400 Expected Completion: Sep 2023
 2022 Expenditures: 2,814,100
 Carryover Requested: 451,300

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
451,300	(102,100)		(349,200)		

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T2
 Title: Rails with Trails DCC (Dilworth - Commerce Ave), ATC CARRYOVER

Justification:

Carryover is requested to complete pathway lighting along the Okanagan Rail Trail (ORT) from the end of the existing lighting to the new Houghton ATC. The ORT forms an important all ages and abilities walking and cycling corridor between Downtown, UBCO and points in between. Lighting will make the pathway more comfortable for users over a longer period of the day, particularly during the winter when peak travel times are in darkness. In 2022 lighting design was completed and identified the need for coordination with the Mill Creek Diversion structure. Construction is expected to be completed in Q2 of 2023 or with the construction of the diversion structure berm.

2022 Budget: 381,500 Expected Completion: Jun 2023
 2022 Expenditures: 117,900
 Carryover Requested: 263,600

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
263,600	(263,600)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref:	Not included T2
Title:	Sutherland 2 DCC (Lake - Gordon), ATC		CARRYOVER

Justification:

Carryover is requested for the construction of the Sutherland 2 Active Transportation Corridor (ATC) between Ethel and Gordon. This project, in conjunction with Sutherland 1, fills a major east-west gap in the active transportation network between existing facilities at Sutherland/Ethel and Sutherland/Burtch. A portion of the Sutherland ATC fronts the Capri Mall, a future redevelopment site with significant utility and ATC upgrade requirements. The ATC project has been delayed, including in 2022, in an attempt to coordinate with redevelopment. It is proposed to advance construction in 2023 using interim materials where works overlap with future development requirements. The ultimate ATC would be delivered through redevelopment at a future time. Interim works are scheduled to be completed by Q4 of 2023.

2022 Budget:	980,300	Expected Completion:	Dec 2023
2022 Expenditures:	<u>1,800</u>		
Carryover Requested:	978,500		

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
978,500	(978,500)				

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref:	Not included T3
Title:	Burtch & Harvey Intersection Improvements		CARRYOVER

Justification:

Carryover is requested to undertake the planning and design for improvements at the intersection of Burtch and Harvey. The need for improvements at this intersection was identified in the Capri-Landmark Urban Centre Plan; subsequently, Burtch has been flagged as a key north-south corridor in the Regional and Kelowna Transportation plans. This project was delayed to allow for adjacent development planning, pandemic travel pattern impacts and coordination with Parkinson Recreation Centre redevelopment traffic impacts. Completion of design is expected by Q4 2023.

2022 Budget:	99,900	Expected Completion:	Dec 2023
2022 Expenditures:	<u>300</u>		
Carryover Requested:	99,600		

Strategic Direction: Transportation & mobility - Investments are connecting high density areas

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
99,600	(49,600)			(50,000)	

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref:	Not included T3
Title:	City of Kelowna Highway Signage		CARRYOVER

Justification:

Carryover is requested for a City entrance signage strategy in 2023 for all primary entrances to the City. Once this strategy is approved, it will be followed with a subsequent budget request for the design and construction for a replacement of the northern City signage removed during the Highway 97 6-laning project. This strategy work was delayed due to scheduling demands with higher priority projects in 2022.

2022 Budget:	99,800	Expected Completion:	Dec 2023
2022 Expenditures:	<u>0</u>		
Carryover Requested:	99,800		

Strategic Direction: Vibrant neighbourhoods - Site design & architecture is high quality, context sensitive

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
99,800			(99,800)		

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref:	Not included T3
Title:	Hwy.97/Leckie Road Intersection Improvements		CARRYOVER

Justification:

Carryover is requested to complete the close-out of left turn improvements and develop planned active transportation improvements in the north corner of the intersection. Project was delayed due to delays in coordinating with Ministry of Transportation and Infrastructure (MoTI). Record drawings will be completed in Q1 of 2023. The design of active transportation improvements is currently underway with construction planned for 2024, dependent on MoTI approvals.

2022 Budget:	1,765,500	Expected Completion:	Dec 2023
2022 Expenditures:	<u>1,497,000</u>		
Carryover Requested:	268,500		

Strategic Direction: Transportation & mobility - Travel times are optimized

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
268,500	(268,500)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T3
 Title: Roadway Urbanization CARRYOVER

Justification:

Carryover is requested due to staff resourcing constraints and high construction pricing in 2022. Additional budget and staff capacity now available. Expected completion is Q4 of 2023.

2022 Budget:	1,568,000	Expected Completion: Dec 2023
2022 Expenditures:	193,400	
2022 Budget Not Required:	207,900	
Carryover Requested:	1,166,700	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
1,166,700	(305,400)			(861,300)	

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T4
 Title: Urban Centre Improvements CARRYOVER

Justification:

Carryover is requested to finalize the program framework and continue design for potential pilot projects. This program seeks to develop strategies to urbanize local streets in the core area and urban centres that are seeing redevelopment, but limited infrastructure upgrades, and growing use by people walking, biking, parking and driving. A review of available deferred revenue funding was completed in 2022 and design was reviewed and redone as alternate funding sources were procured through the deferred revenue review. A review of funding strategies from other BC municipalities started in 2022 and will continue into 2023. Informed by these reviews a framework to sustainably fund the program will be proposed in 2023.

2022 Budget:	393,600	Expected Completion: Jun 2024
2022 Expenditures:	1,900	
Carryover Requested:	391,700	

Strategic Direction: Transportation & mobility - Investments are connecting high density areas

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
391,700	(391,700)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T5
 Title: Abbott DCC (Rose Ave - Cedar Ave) Protected Bike Lane Project CARRYOVER

Justification:

This project is substantially complete however some lighting and irrigation materials were not delivered before the close of the 2022 construction season. With the delivery of the remaining materials, installation is planned for early 2023. A post-opening assessment of this pilot project will be completed in 2023 Q2. If the assessment recommends adjustments, they are planned for completion by Q3 2023.

2022 Budget: 2,388,400 Expected Completion: Sep 2023
 2022 Expenditures: 1,961,100
 Carryover Requested: 427,300

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
427,300	(427,300)				

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T5
 Title: Hwy 97 Right Turn Lane to Pandosy CARRYOVER

Justification:

Carryover is requested to construct an eastbound right turn lane to improve traffic flow from Highway 97 onto Pandosy Street. This project is a Ministry of Transportation and Infrastructure (MoTI) condition for the City, tied to the approval of development in the area. The project was delayed working through MoTI approvals and final project costs. Design and cost estimates are now complete and supplemental funding has been included in the 2023 budget. Carryover would be combined with supplemental funding for construction, planned for completion by Q2 2023.

2022 Budget: 142,400 Expected Completion: Jun 2023
 2022 Expenditures: 43,400
 Carryover Requested: 99,000

Strategic Direction: Transportation & mobility - Travel times are optimized

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
99,000	(99,000)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref: Not included T5	
Title:	Okanagan Rail Trail	CARRYOVER	

Justification:

Carryover is requested to complete the missing rail-trail connection from Old Vernon Rd to the boundary of Lake Country near Beaver Lake Road, through Okanagan Indian Band (OKIB) lands. The design is complete and the project is ready for Request For Proposal (RFP) tender. Completion of this project has been delayed due to ongoing discussions with the Federal Government and OKIB. Project completion is expected Q3, 2023.

2022 Budget:	249,100	Expected Completion: Sep 2023
2022 Expenditures:	25,400	
Carryover Requested:	223,700	

Strategic Direction: Transportation & mobility - People of all ages & abilities can easily get around

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
223,700	(80,200)		(143,500)		

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Transportation Capital	10 Yr Cap Plan Ref: Not included T6	
Title:	Hwy 97 Pedestrian Overpass	CARRYOVER	

Justification:

Carryover for this multi-year project is requested to continue design and position for construction of the Hwy 97 Pedestrian/Cyclist Overpass. The project was tendered in Q1 of 2022. The bids received were significantly over budget and the competition was therefore cancelled. A comprehensive design review was subsequently initiated along with a procurement opportunities review. Overpass procurement will be timed with market conditions and coordination with construction in the area, which has been delayed to 2024.

2022 Budget:	5,275,700	Expected Completion: Dec 2024
2022 Expenditures:	885,000	
Carryover Requested:	4,390,700	

Strategic Direction: Transportation & mobility - Investments are connecting high density areas

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
4,390,700	(4,390,700)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T7
 Title: Traffic Signal - Spall at Springfield CARRYOVER

Justification:

Design and planning for improvements were substantially completed in 2021 however due to staff resources and construction crew availability the project was not constructed in 2022. Carryover is requested for the construction of the roadway and median changes by Q3 2023.

2022 Budget:	121,700	Expected Completion: Sep 2023
2022 Expenditures:	200	
Carryover Requested:	121,500	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
121,500	(121,500)				

Department: Capital Projects Priority: 1 Reason: Awaiting Grant
 Cost Center: Transportation Capital 10 Yr Cap Plan Ref: Not included T9
 Title: Rutland Park & Ride, Mobility Hub, Operations facility CARRYOVER

Justification:

Carryover is requested for this multi-year project to complete detailed design and construction for improvements at the Rutland and Okanagan College transit exchanges. Costs for this project will be shared between the City (20%) and BC Transit (80%) through the Investing in Canada Infrastructure Program (ICIP) should the application be successful. The ICIP application by BC Transit will occur in Q1 of 2023. If successful carryover will be used to cover the City's component of costs. Detailed design is planned for 2023 followed by construction in 2024.

2022 Budget:	280,000	Expected Completion: Sep 2024
2022 Expenditures:	0	
Carryover Requested:	280,000	

Strategic Direction: Transportation & mobility - More trips by transit, carpooling, cycling & walking

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
280,000	(280,000)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Solid Waste Capital 10 Yr Cap Plan Ref: Not included SW2
 Title: General Site Works and Investigations CARRYOVER

Justification:

Due to limited staffing and onboarding of new personnel in 2022, selected portions of this work was started. This project includes a number of smaller consulting projects required to complete tasks to ensure compliance with the BC Landfill Guidelines and associate Regulations. The work is anticipated to be completed in Q4 2023.

2022 Budget: 230,900 Expected Completion: Dec 2023
 2022 Expenditures: 0
 Carryover Requested: 230,900

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
230,900	(230,900)				

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Solid Waste Capital 10 Yr Cap Plan Ref: Not included SW2
 Title: Landfill Site Preparation CARRYOVER

Justification:

Carryover is requested to continue landfill site preparations. Earthworks for Area 3 and the west face sliverfill have commenced in 2022 and will continue through 2023. The project was delayed in order to align with other project work. There are earthworks involved in this project that are dependent on seasonal timing and availability of specific contractors. Rock generated from blasting in 2022 needs to be transferred offsite of the landfill which is taking some time to arrange suitable areas to receive the rock. Construction is expected to be completed in Q4 2023.

2022 Budget: 3,422,900 Expected Completion: Dec 2023
 2022 Expenditures: 1,136,200
 Carryover Requested: 2,286,700

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
2,286,700	(2,286,700)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Solid Waste Capital	10 Yr Cap Plan Ref: Not included SW3	
Title:	Leachate and Landfill Gas Header	CARRYOVER	

Justification:

Carryover is requested for the installation of landfill gas systems as sections of the landfill continue to grow. Due to staging of work as the site was filled, sections of the gas collection system could not be constructed within the year. This work is being started in Q4 2022 and is expected to be completed in Q1 2023.

2022 Budget:	172,300	Expected Completion: Mar 2023
2022 Expenditures:	112,500	
Carryover Requested:	59,800	

Strategic Direction: Environmental protection - Greenhouse gas emissions are decreasing

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
59,800	(59,800)				

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Solid Waste Capital	10 Yr Cap Plan Ref: Not included SW5	
Title:	Surface Water Bypass	CARRYOVER	

Justification:

Carryover is requested to continue design and permitting of the Glenmore Landfill Surface Water Bypass system. The license applications and design are ongoing, and studies continue Robert Lake to mitigate potential flooding in this water basin. The work is well underway, and the final product will lead into new budget for 2023 to complete the final design and consideration for new construction in 2024.

2022 Budget:	250,000	Expected Completion: Dec 2023
2022 Expenditures:	20,000	
Carryover Requested:	230,000	

Strategic Direction: Environmental protection - Resiliency & adaptability to climate change

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
230,000	(230,000)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Solid Waste Capital 10 Yr Cap Plan Ref: Not included SW6
 Title: Commonage - Pavement Repairs CARRYOVER

Justification:

This multi-year project to repair large sections of asphalt while keeping operations going was delayed due to staff availability and operational access. Work is planned for Q2 and Q3 of 2023 with completion by Q4 of 2023.

2022 Budget:	345,000	Expected Completion: Dec 2023
2022 Expenditures:	235,900	
Carryover Requested:	109,100	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
109,100				(47,400)	(61,700)

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Solid Waste Capital 10 Yr Cap Plan Ref: Not included SW6
 Title: Commonage - Pond Pump Kiosk CARRYOVER

Justification:

A new kiosk enclosure has been ordered. Availability of trades and weather prevented completion of the site work in 2022. Site work and installation of new enclosure to continue in spring. Work expected to be completed Q3 2023.

2022 Budget:	100,000	Expected Completion: Sep 2023
2022 Expenditures:	3,200	
Carryover Requested:	96,800	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
96,800				(32,300)	(64,500)

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Solid Waste Capital 10 Yr Cap Plan Ref: Not included SW9
 Title: Landfill Infrastructure Renewal CARRYOVER

Justification:

Carryover is requested to finish the renewal of two landfill assets. First is the completion of pump installation project that was delayed due to the requirement to re-design and installation of a new wet well to address building code and health & safety items. This work is scheduled for the Q1 and 2 in 2023. Second is the completion of the landfill compactor re-build. This was delayed due to equipment repairs and commissioning of the new compactor that delayed the start of this work. It is expected that the equipment will be transported off site in Q4 2022 to initiate the re-build and work will be completed by Q3 2023.

2022 Budget:	1,005,100	Expected Completion: Sep 2023
2022 Expenditures:	86,200	
Carryover Requested:	918,900	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
918,900	(918,900)				

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Storm Drainage Capital 10 Yr Cap Plan Ref: Not included D1
 Title: Knox Mountain Geotechnical Engineering CARRYOVER

Justification:

Early in 2023 project costs came in higher than originally estimated. Project staff decided to seek out an external review of the work plan as a means to reduce project costs or confirm current costs. In doing so, an alternative construction solution was presented to city staff. The solution was agreeable and the project is currently in the active construction phase. Due to seasonal weather, construction will not be complete in 2022. The contractor will complete the construction as soon as weather permits in Q2 of 2023.

2022 Budget:	4,881,600	Expected Completion: Jun 2023
2022 Expenditures:	1,061,400	
Carryover Requested:	3,820,200	

Strategic Direction: Other - Extraordinary or Unforeseen Obligation

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
3,820,200	(3,453,800)				(366,400)

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Storm Drainage Capital 10 Yr Cap Plan Ref: Not included D1
 Title: Pedestrian Bridge Renewal – MillBridge Park CARRYOVER

Justification:

The Millbridge Park bridge #19 is a major point of access into the park but is currently closed to the public as the bridge has been removed. Design of the replacement is complete, permitting requirements for working in around the waterway as set out by provincial permitting regulations and First Nations consultation is complete. Pricing was received in Q3 of 2022 and was significantly over the construction estimate. This project will be funded in part (40%) by the Disaster Mitigation and Adaptation Fund in support of the Mill Creek Flood Protection Program. Realignment of project and options analysis is currently with Parks Planning to confirm direction and next steps for completion in Q4 of 2023.

2022 Budget:	343,900	Expected Completion: Dec 2023
2022 Expenditures:	53,300	
Carryover Requested:	290,600	

Strategic Direction: Environmental protection - Emergency response & preparation

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
290,600	(171,000)		(119,600)		

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Storm Drainage Capital 10 Yr Cap Plan Ref: Not included D3
 Title: Crossing of Gopher Creek at Garner Rd CARRYOVER

Justification:

Project is substantially complete and was not completed in 2022 due to staffing shortages. Carryover is requested for minor works remaining including inspections, final consulting and project closeout.

2022 Budget:	77,900	Expected Completion: Dec 2023
2022 Expenditures:	27,900	
Carryover Requested:	50,000	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
50,000	(50,000)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Information Services Capital	10 Yr Cap Plan Ref: Not included I2	
Title:	Back Office Equipment (Server Upgrades)	CARRYOVER	

Justification:

A carryover is requested to complete upgrading backup servers in 2023 due to supply issues. The City's backup system will be redesigned for future use and have strategic alignment to the City's cyber security plan. Project is expected to be complete in Q4 of 2023.

2022 Budget:	150,000	Expected Completion: Dec 2023
2022 Expenditures:	<u>120,000</u>	
Carryover Requested:	30,000	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
30,000	(30,000)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Information Services Capital	10 Yr Cap Plan Ref: Not included I3	
Title:	Asset Management System	CARRYOVER	

Justification:

This is a multi-year project to implement the Corporate Asset Management System (AMS). The AMS project has been ongoing since 2017 and the final Phase 3 was substantially completed in 2022. Carryover budget is required to complete some minor items. The project will be complete in Q3 of 2023.

2022 Budget:	416,300	Expected Completion: Sep 2023
2022 Expenditures:	<u>364,000</u>	
Carryover Requested:	52,300	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
52,300	(34,400)				(17,900)

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Information Services Capital 10 Yr Cap Plan Ref: 2016 I3
 Title: Class Registration Software Replacement CARRYOVER

Justification:

This project is a software replacement solution for program registration, rentals and admissions programs used by Active Living and Culture. As a result of staff turnover the project was delayed. Staff are now in place and work has recommenced. Carryover is requested to allow for reporting improvements, performance measure enhancements, online account setup and multi-age category items to be addressed. Anticipated completion is Q2 2023.

2022 Budget:	41,300	Expected Completion: Jun 2023
2022 Expenditures:	0	
Carryover Requested:	41,300	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
41,300	(41,300)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Information Services Capital 10 Yr Cap Plan Ref: Not included I3
 Title: Major Systems Projects - Land Management System CARRYOVER

Justification:

The Land Management system is the base on how data is referred to, with respect to land. This project is scheduled to be completed in Q4 of 2023. Competing priorities and delays in vendor availability have delayed this work in 2022.

2022 Budget:	100,000	Expected Completion: Dec 2023
2022 Expenditures:	21,400	
Carryover Requested:	78,600	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
78,600	(78,600)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Information Services Capital 10 Yr Cap Plan Ref: Not included I3
 Title: Major Systems Projects - Website Compliance CARRYOVER

Justification:

Information Services is upgrading the City's website and this project is scheduled to be completed in Q4 of 2023. With competing priorities and a change in the provider's update cycle, a carryover is required.

2022 Budget:	160,000	Expected Completion: Dec 2023
2022 Expenditures:	0	
Carryover Requested:	160,000	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
160,000	(160,000)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Information Services Capital 10 Yr Cap Plan Ref: Not included I4
 Title: Communications Networks (Network Upgrades) CARRYOVER

Justification:

Supply issues from the worldwide chip shortage delayed the shipment of equipment. The availability of products will be in Q2 of 2023. Carryover is requested to allow this work to continue in 2023.

2022 Budget:	214,700	Expected Completion: Jun 2023
2022 Expenditures:	168,400	
Carryover Requested:	46,300	

Strategic Direction: Clear direction - Services, processes & business activities are transformed

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
46,300	(46,300)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Vehicle & Mobile Equipment 10 Yr Cap Plan Ref: Not included V2
 Title: Equipment and Vehicle Replacement CARRYOVER

Justification:

Carryover is requested for both equipment and vehicles that were approved and ordered in 2022 but will be invoiced and delivered in 2023. These were delayed for various reasons including internal scheduling, vendor availability, and review of design options.

2022 Budget:	4,637,000	Expected Completion: Dec 2023
2022 Expenditures:	489,100	
Carryover Requested:	4,147,900	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
4,147,900	(3,893,300)				(254,600)

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Fire Capital 10 Yr Cap Plan Ref: Not included F1
 Title: Fire Equipment CARRYOVER

Justification:

A carryover is requested for fire equipment which includes radio upgrades, Max Fire Station Alerting (Ramp Up Tones) and replacement paging system. The department has developed a long-term replacement strategy that is funded from reserve. Due to limitations in capacity of external partners, these projects are expected to be completed by Q2 2023.

2022 Budget:	176,800	Expected Completion: Jun 2023
2022 Expenditures:	41,300	
Carryover Requested:	135,500	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
135,500	(135,500)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: Not included A1
 Title: Airport Airside Land Development CARRYOVER

Justification:

This project was deferred due to the re-prioritization of grant funded projects in 2022. A carryover is requested so this project can be completed in 2023.

2022 Budget: 50,000 Expected Completion: Dec 2023
 2022 Expenditures: 0
 Carryover Requested: 50,000

Strategic Direction: Economic resiliency - Key economic sector impact is increasing

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
50,000	(50,000)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: 2019 A2 - \$2.7M
 Title: Airport Convair Way Parking Lot Upgrades CARRYOVER

Justification:

The completion of the Airport Convair Way Parking Lot Upgrades was deferred in 2020 as part of the Airport's cost saving initiatives implemented in response to the significant impact of COVID-19 and was carried over in 2022 with the anticipation that it would be completed in 2022. With certain projects such as the hotel moving forward in 2022, it was concluded that future parking requirements should be assessed prior to moving forward with the Convair Way parking lot upgrades. As a result, a carryover is requested to allow this project to be completed by the end of 2024.

2022 Budget: 2,501,400 Expected Completion: Dec 2024
 2022 Expenditures: 92,100
 Carryover Requested: 2,409,300

Strategic Direction: Financial management - Non-tax revenues are increasing

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
2,409,300	(2,409,300)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: 2021 A2 - \$475k

Title: Airport Groundside Equipment Replacement CARRYOVER

Justification:

Due to supply chain issues, certain items ordered in 2022 will not be delivered until 2023. A carryover is requested so this project can be completed in 2023.

2022 Budget: 117,500 Expected Completion: Jun 2023
 2022 Expenditures: 16,800
 Carryover Requested: 100,700

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
100,700	(100,700)				

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: 2022 A3 - \$1.16M

Title: Airport Air Terminal Building Capital Replacement & Improvement CARRYOVER

Justification:

Six Air Terminal Building improvement projects were not completed in 2022 due to a shift in projects to align with the Airport's goal to be carbon neutral by 2030, contractor capacity constraints, competing priorities, and supply chain issues. A carryover is requested to allow for the completion of the air distribution system, external sliding doors, gas detection system, common use scanner upgrades, terminal building seat replacement, and lighting upgrades projects.

2022 Budget: 1,010,000 Expected Completion: Dec 2023
 2022 Expenditures: 125,100
 2022 Budget Not Required: 297,900
 Carryover Requested: 587,000

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
587,000	(587,000)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: Not included A3
 Title: Airport Combined Operations Building Infrastructure Renewal CARRYOVER

Justification:

In 2022 the Airport received a \$7.1M grant to construct the new Combined Operations Building (COB) sooner than initially planned. The future use of the existing COB was reassessed prior to moving forward with the existing COB infrastructure renewal project, which caused a delay in the project timing. A carryover is requested so this project can be completed in 2023.

2022 Budget:	645,000	Expected Completion: Dec 2023
2022 Expenditures:	124,600	
2022 Budget Not Required:	<u>80,400</u>	
Carryover Requested:	440,000	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
440,000	(440,000)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: Not included A3
 Title: Airport Technology Replacements CARRYOVER

Justification:

This project has been delayed due to external supplier capacity constraints. A carryover is requested so this project can be completed in 2023.

2022 Budget:	520,000	Expected Completion: Dec 2023
2022 Expenditures:	<u>0</u>	
Carryover Requested:	520,000	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
520,000	(520,000)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: Not included A4
 Title: Airport - Arrivals Carousels Capacity Upgrades and Belts CARRYOVER

Justification:

In 2022 the Airport received a \$2.7M grant to complete the Biosecurity project in 2022. The Biosecurity project impacted the arrivals carousels, causing it to be deferred until after the completion of the Biosecurity project. A carryover is requested so this project can be completed in 2023.

2022 Budget:	100,000	Expected Completion: Dec 2023
2022 Expenditures:	0	
2022 Budget Not Required:	<u>85,000</u>	
Carryover Requested:	15,000	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
15,000	(15,000)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Airport Capital 10 Yr Cap Plan Ref: Not included A4
 Title: Airport Passenger Boarding Bridge Upgrades CARRYOVER

Justification:

Due to supply chain issues the project could not be completed prior to winter peak and the project was deferred until 2023 to help avoid potential operational issues. A carryover is requested so this project can be completed in 2023.

2022 Budget:	340,000	Expected Completion: Jun 2023
2022 Expenditures:	<u>1,600</u>	
Carryover Requested:	338,400	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
338,400	(338,400)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Water Capital 10 Yr Cap Plan Ref: Not included W1
 Title: Poplar Point to Dilworth Mountain Transmission Upgrade Design CARRYOVER

Justification:

Carryover is requested for the planning and preliminary design of the water supply improvements required to service growth in the Kelowna area. This project was delayed as efforts were re-resourced to establishing the vision of work in the Area Based Water Management Planning process and approval of the new DCC Program. This work, as well as planning for the Kelowna Water Integration Plan will start Q1, 2023. This is the first stage of identifying alignments and operations between Poplar Point to Dilworth Reservoir, while incorporating future filtration and operational needs downtown. The work will lead to detailed phasing of transmission works.

2022 Budget:	793,100	Expected Completion: Sep 2024
2022 Expenditures:	0	
Carryover Requested:	793,100	

Strategic Direction: Clear direction - Common understanding of future direction

	Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
	793,100	(793,100)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Water Capital 10 Yr Cap Plan Ref: Not included W6
 Title: Poplar Point UV System Assessment and Modifications CARRYOVER

Justification:

Carryover is requested for the purchase of an acid wash bladder and to address an unanticipated failed valve issue discovered late 2022 during construction. The valve requires repair to ensure the system functions as intended. Budget is requested to assess and address this valve issue in the Ultraviolet train at the City's most critical pump station. The project is substantially complete.

2022 Budget:	360,100	Expected Completion: Dec 2023
2022 Expenditures:	262,300	
Carryover Requested:	97,800	

Strategic Direction: Other - Supports Base Business

	Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
	97,800	(97,800)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Water Capital 10 Yr Cap Plan Ref: Not included W6
 Title: Skyline PS - Station Upgrade Safety Issues CARRYOVER

Justification:

Substantial completion of the project including landscaping was achieved in 2022. Due to the seasonality and demand of the pump station, carryover is requested to complete pump restoration and a generator condition assessment during the winter season where periods of reduced flow and demand are experienced.

2022 Budget: 525,600 Expected Completion: Dec 2023
 2022 Expenditures: 206,100
 Carryover Requested: 319,500

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
319,500	(319,500)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Water Capital 10 Yr Cap Plan Ref: Not included W7
 Title: Chemical Storage Tank Replacement - Kettle Valley UV Facility CARRYOVER

Justification:

Supply chain and engineering support availability has delayed completion. Construction materials, supplies, and engineering consultant support costs to be expensed in 2023.

2022 Budget: 248,400 Expected Completion: Jun 2023
 2022 Expenditures: 228,300
 Carryover Requested: 20,100

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
20,100	(20,100)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Design Option
Cost Center:	Water Capital	10 Yr Cap Plan Ref: Not included W7	
Title:	Kettle Valley Reservoir Upgrade	CARRYOVER	

Justification:

The new reservoir completed in 2021 requires water demand analysis modeling to improve the mixing of cells. The water demand from June to September is what gets analyzed and modeled for design options by an external consultant. Once the City was able to provide the demand data, the consultant was unable to complete the analysis and provide design options within budget year timeframe. The design is required before proceeding with construction and construction needs to occur during winter months before higher water demands commence in summertime.

2022 Budget:	95,300	Expected Completion: Dec 2023
2022 Expenditures:	<u>0</u>	
Carryover Requested:	95,300	

Strategic Direction: Environmental protection - Predictive modelling & forecasting

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
95,300	(95,300)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Water Capital	10 Yr Cap Plan Ref: Not included W7	
Title:	Snow Runoff Hydrology	CARRYOVER	

Justification:

Carryover is requested as work was impacted by resource allocations and ongoing implementation discussions with stakeholders and the Province. The City expects to finalize the location and design early in 2023 with a summer implementation expected to be completed by Q3 2023.

2022 Budget:	50,000	Expected Completion: Sep 2023
2022 Expenditures:	<u>0</u>	
Carryover Requested:	50,000	

Strategic Direction: Environmental protection - Resiliency & adaptability to climate change

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
50,000	(50,000)				

2023 Capital Request Details

Department:	Capital Projects	Priority: 1	Reason: Scheduling Demands
Cost Center:	Water Capital	10 Yr Cap Plan Ref:	Not included W7
Title:	South End Water Upgrades		CARRYOVER

Justification:

Carryover is requested for this multi-year project to the City's south end water system related to the integration of South East Kelowna Irrigation District and South Okanagan Mission Irrigation District. Delays have been encountered due to seasonal demand analysis capacity with City staff and supply chain on a new pump order. Other present challenges requiring carry over are related to noise mitigation at the Stellar pumping facility. Expecting all work to be complete in Q4 2023.

2022 Budget:	934,000	Expected Completion:	Dec 2023
2022 Expenditures:	<u>643,600</u>		
Carryover Requested:	290,400		

Strategic Direction:	Other - Supports Base Business
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Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
290,400	(290,400)				

Department:	Capital Projects	Priority: 1	Reason: External Event
Cost Center:	Water Capital	10 Yr Cap Plan Ref:	Not included W8
Title:	Dam Repairs - Irrigation Intake		CARRYOVER

Justification:

Carryover is requested for dam intake repairs, including Dam Repairs to Turtle Lake & McCulloch Dams. Work was delayed due to the late completion of external consultant Dam Safety Inspections. The inspections reports are complete and staff will work with the Province to develop work plans.

2022 Budget:	588,400	Expected Completion:	Sep 2023
2022 Expenditures:	<u>68,700</u>		
Carryover Requested:	519,700		

Strategic Direction:	Other - Supports Base Business
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Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
519,700	(519,700)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Water Capital 10 Yr Cap Plan Ref: Not included W8
 Title: Hydrants CARRYOVER

Justification:

Carryover is requested due to staff resourcing constraints and high construction pricing in 2022. Additional budget and staff capacity now available.

2022 Budget: 20,000 Expected Completion: Dec 2023
 2022 Expenditures: 5,900
 Carryover Requested: 14,100

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
14,100	(14,100)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Water Capital 10 Yr Cap Plan Ref: Not included W8
 Title: Irrigation System Upgrades CARRYOVER

Justification:

Carryover is requested as work was delayed due to budget challenges and staff availability. It is expected that engineering consultant support, internal staff, construction material, supplies and repair parts will all be available in 2023.

2022 Budget: 176,200 Expected Completion: Dec 2023
 2022 Expenditures: 43,400
 Carryover Requested: 132,800

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
132,800	(132,800)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Water Capital 10 Yr Cap Plan Ref: Not included W8
 Title: Pressure Reducing Valve Upgrades CARRYOVER

Justification:

Project is currently in the design phase and has been delayed by the complexity of the assignment and available resources. Carryover is requested for engineering consultant support, construction support, material & supplies, and parts.

2022 Budget: 200,000 Expected Completion: Dec 2023
 2022 Expenditures: 11,500
 Carryover Requested: 188,500

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
188,500	(188,500)				

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW2
 Title: Water Street Lift Station CARRYOVER

Justification:

Carryover is requested for the construction of a new Water Street Lift Station. Carryover budget will be added to the approved 2023 Preliminary Budget to complete design and construction. Project tendering and construction planned for 2023 with project completion Q4, 2024.

2022 Budget: 1,500,000 Expected Completion: Dec 2024
 2022 Expenditures: 68,000
 Carryover Requested: 1,432,000

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
1,432,000	(1,432,000)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW3
 Title: Biosolids Management Phase I & Phase II CARRYOVER

Justification:

Carryover is requested to continue the Phase I conceptual work for the site requirements, land purchase and application to the Agricultural Land Commission for both a digestion facility to be constructed within the next ten years and the site of the future Wastewater Treatment Facility slated for some time after the year 2050.

2022 Budget: 565,600 Expected Completion: Dec 2023
 2022 Expenditures: 131,400
 Carryover Requested: 434,200

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
434,200	(434,200)				

Department: Capital Projects Priority: 1 Reason: Design Option
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW5
 Title: BCTTP Transformer Replacement CARRYOVER

Justification:

Carryover is requested due to project delays during the design phase caused by cost challenges. A new cost estimate has been provided and replacement equipment is scheduled to be ordered in Q1 2023. Delivery could be delayed by up to 12 months with the project expected to be completed by Q1 2024.

2022 Budget: 400,000 Expected Completion: Jan 2024
 2022 Expenditures: 0
 Carryover Requested: 400,000

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
400,000	(100,000)			(300,000)	

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW5
 Title: Commonage - Quonset Mix Building Envelope Renewal CARRYOVER

Justification:

A new envelope was ordered and was scheduled for installation September 2023; however, world shortage of resin resulted in a delayed shipment of components. Installation requires fair weather, so replacement of the existing envelope, which is near the end of its life, has been postponed to spring 2023. Completion expected for Q3 2023.

2022 Budget: 250,000 Expected Completion: Sep 2023
 2022 Expenditures: 101,800
 Carryover Requested: 148,200

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
148,200	(96,300)			(51,900)	

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW5
 Title: Renewal - Wastewater Mains and Facilities - SCADA CARRYOVER

Justification:

Supervisory Control and Data Acquisition (SCADA) system equipment is used to monitor, measure, process and provide emergency notifications for the main control system in the Wastewater Treatment Plant. The City's current processors and controller technology are no longer supported by the industry. Carryover requested due to low staffing resources and long procurement times which has delayed work, project is slowly progressing. Work completion expected Q4 2023.

2022 Budget: 290,700 Expected Completion: Dec 2023
 2022 Expenditures: 128,500
 Carryover Requested: 162,200

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
162,200	(162,200)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW5
 Title: Sewer Lift Station SCADA Integration CARRYOVER

Justification:

Carryover is requested for a new Supervisory Control and Data Acquisition (SCADA) package that will be implemented for the City's existing sanitary lift stations. The current package is coming of age and is no longer supported. Furthermore, the new system will incorporate the lift stations into the same SCADA system utilized at the wastewater treatment facility. Carryover requested due to low staffing resources which has delayed work, project is slowly progressing and completion planned for Q4 2023.

2022 Budget:	235,000	Expected Completion: Dec 2023
2022 Expenditures:	23,700	
Carryover Requested:	211,300	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
211,300	(211,300)				

Department: Capital Projects Priority: 1 Reason: External Event
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW5
 Title: Wastewater Lift Station Renewal CARRYOVER

Justification:

Carryover is requested due to the early onset of snow in Kelowna. As paving cannot be completed with snow on the ground, paving has been delayed until Q2, 2023. Additionally, the generator required for this project is to arrive in 2023 and will be installed at that time.

2022 Budget:	621,300	Expected Completion: Sep 2023
2022 Expenditures:	607,600	
Carryover Requested:	13,700	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
13,700	(13,700)				

2023 Capital Request Details

Department: Capital Projects Priority: 1 Reason: Scheduling Demands
 Cost Center: Wastewater Capital 10 Yr Cap Plan Ref: Not included WW6
 Title: Rose Ave Lift Station Odour Control System CARRYOVER

Justification:

Budget is for equipment to improve air quality at the Rose Ave lift station control facility to meet air quality standards and achieve reasonable working conditions. The project was expected to be completed in 2022, however, the engineering design plan was returned to the project team in fall 2022. Carryover is requested for contractor engagement in Q1, 2023 with work to be completed by Q4, 2023.

2022 Budget:	50,000	Expected Completion: Dec 2023
2022 Expenditures:	0	
Carryover Requested:	50,000	

Strategic Direction: Other - Supports Base Business

Amount	Reserve	Borrow	Fed/Prov	Dev/Com	Utility
50,000	(50,000)				

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2023

FINANCIAL PLAN

Carryover Budget – Volume 2

Agenda

- ▶▶ What is a carryover?
- ▶▶ Carryover reason codes
- ▶▶ 2023 Carryover volume
- ▶▶ Three-year comparison

What is a Carryover?

- ▶ Movement of budget for projects delayed or planned as multiyear
- ▶ Municipal budgets are approved on an annual basis
- ▶ Project budgets must be added to the next budget year to continue
- ▶ Corporate financial policy and guidelines
- ▶ Request must be justified and meet eligibility criteria



Carryover Reason Codes

- ▶ External Event
- ▶ Scheduling Demands
- ▶ Multi-Year
- ▶ Program
- ▶ Design Options
- ▶ Council Approval
- ▶ Council Policy
- ▶ Awaiting Grant Information

PURPOSE

The purpose of this policy is to establish a consistent framework for an incomplete operating and/or capital project budget to be considered for carryover into the following budget year, where funding is available.

POLICY SCOPE

This policy applies to all operating and capital budget items whose underspending in a budget year is a result of timing, scope change or is a multi-year undertaking and requiring a carryover to the following budget year in order to complete the project. This underspending, if not carried forward into the following budget year, would not allow for the completion of the project and the lapsed funding would flow into the City's annual surplus.

POLICY STATEMENT

To be eligible for budget carryover a request must be justified and meet one or more of the following criteria:

- **Design Option:** A one-time operating or capital project that is waiting for a design decision or is being re-scoped due to a change in circumstances.
- **External Event:** A one-time operating or capital project that is delayed due to an unanticipated external event.
- **Multi-Year:** A one-time operating or capital project that is planned over multiple years and has been identified as such in the original budget request.
- **Scheduling:** A one-time operating or capital project that is delayed due to internal scheduling conflicts.
- **Awaiting Grant Information:** A one-time operating or capital project that is on hold pending grant approval.
- **Program:** An operating or capital project that is part of a larger annual program that has a list of projects that exceed the annual budget.
- **Council Approved:** An operating project with a base budget that has been approved by Council to be used as funding for a project on a one-time basis.
- **Policy:** An operating project with a base budget that has a Council-endorsed policy to support a carryover.

Carryover funds may only be used for the purpose of completing the initial project. A change in the purpose or project of a budget carryover can only be made through the budget transfer process, and with Council approval where needed.

Carryover requests must answer three fundamental questions - WHY was the project not completed in the budget year, WHAT work is left to be done to complete the project and WHEN is the project expected to be completed? Budget carryover requests must be approved by the Divisional Director and assigned an appropriate reason code prior to submission for review by Financial Services. All carryovers are approved by the Senior Leadership Team (SLT).

Where appropriate, carryovers can be requested at the program level rather than at the specific sub-projects level.

Budget carryover requests submitted after the annual deadline must be approved by the appropriate Divisional Director, the Divisional Director, Financial Services and the City Manager or their designates to be considered for inclusion in the budget.

DEFINITIONS

Budget carryover

Transferring unspent funds in one fiscal year to a subsequent fiscal year as a result of a change in timing, scope, unanticipated external event, scheduling conflicts or to accommodate a multi-year project. Budget carryovers provide both flexibility and discipline in project spending.

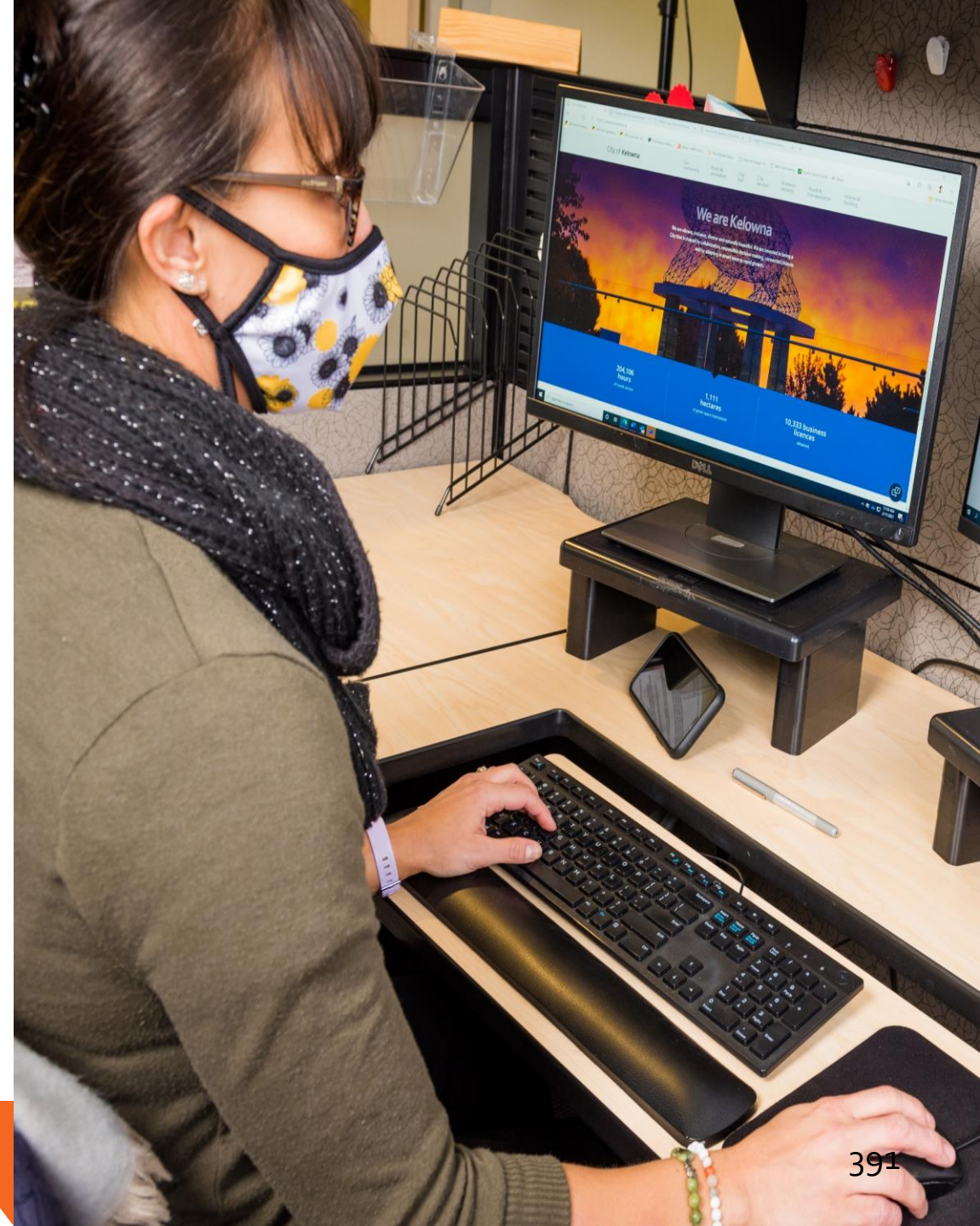
External Event

- ▶ A one-time operating or capital project that is delayed due to an unanticipated external event
 - ▶ Weather event or unseasonal weather
 - ▶ Environmental permits pending
 - ▶ Contractor or supplier delays



Scheduling Demand

- ▶ A one-time operating or capital project that is delayed due to internal scheduling conflicts
 - ▶ Internal resources not available and caused project delays
 - ▶ Project is delayed in order to align with another project for efficiency and cost saving reasons



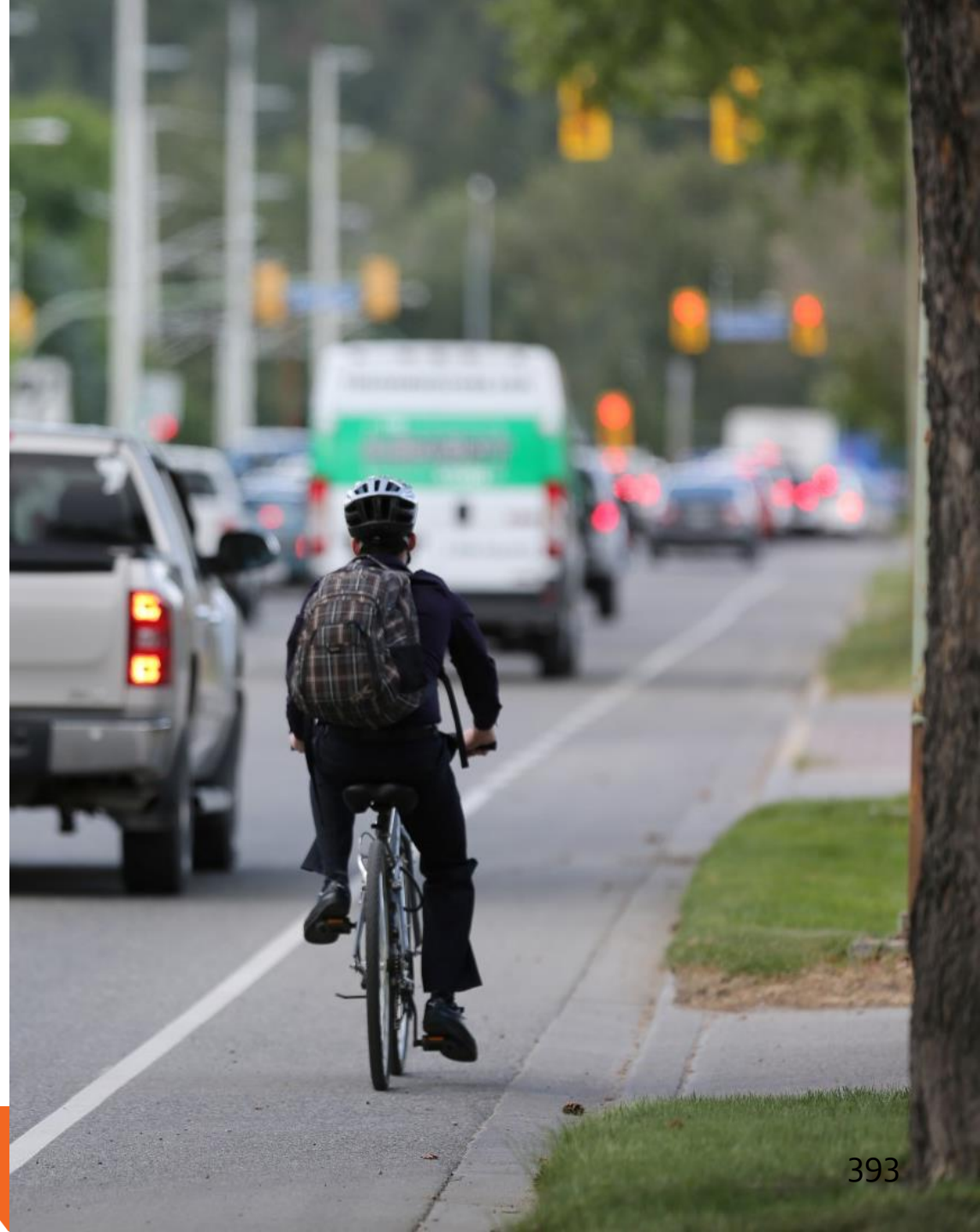
Multi- Year

- ▶ A one-time operating or capital project that is planned over multiple years and has been identified as such in the original budget request or report to Council.
 - ▶ Large capital projects expect to take more than one year to complete
 - ▶ Large plans like the Official Community Plan that take multiple years to complete



Program

- ▶ A one-time operating or capital project that is part of a larger annual program that has a list of projects that exceed the annual budget.
 - ▶ Sidewalk network expansion
 - ▶ Safety and Operations program



Design Option

- ▶ A one-time operating or capital project that is waiting for a design decision or is being re-scoped due to a change in circumstances.
 - ▶ Project bid pricing is higher than budgeted requiring the project to be re-scoped
 - ▶ Grant funding has been denied and project has less funding available



Council Approved

- ▶ An operating project with a base budget that has been approved by Council to be used as funding for a project on a one-time basis.
 - ▶ Project started mid-year after Council approval to redeploy base budget



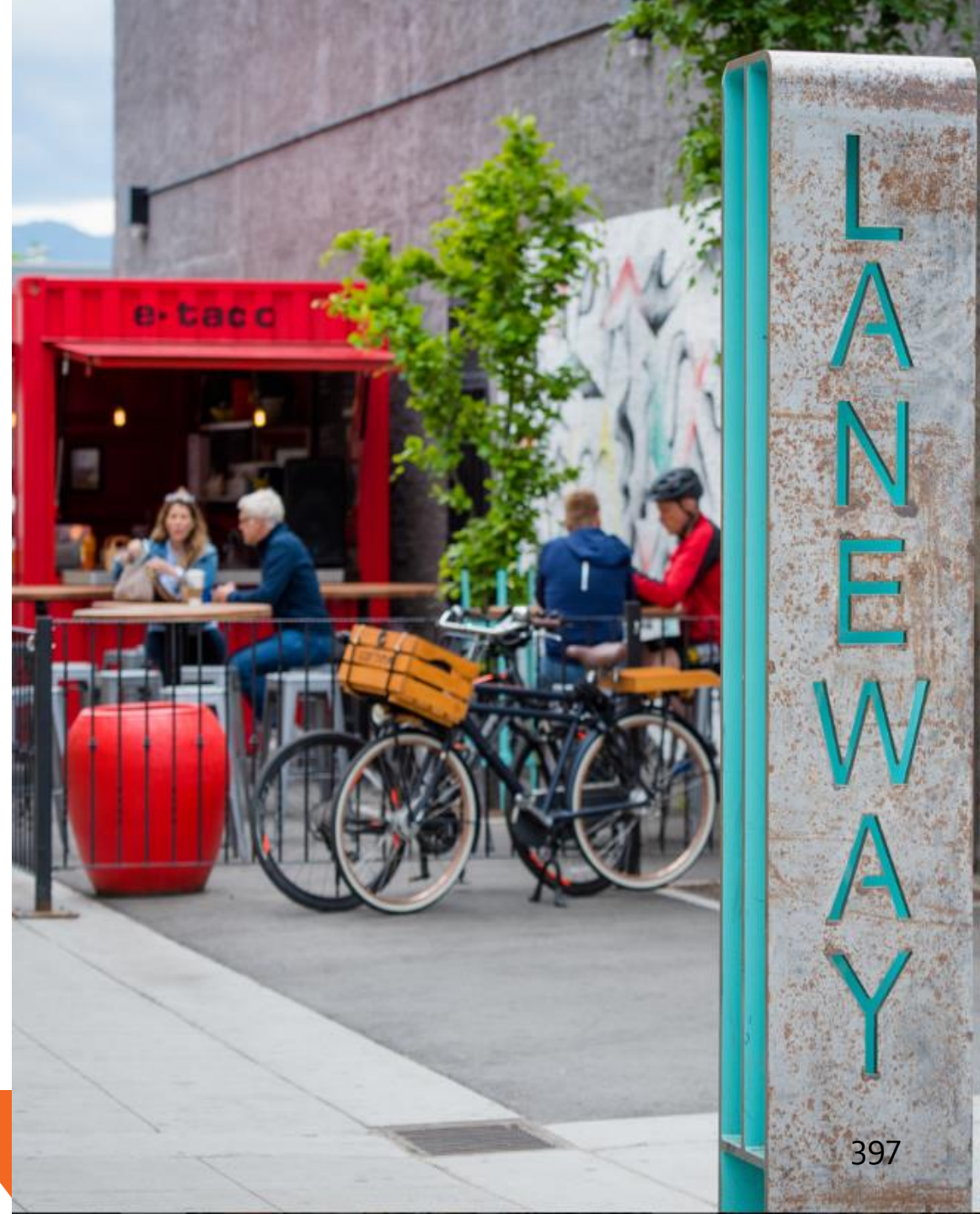
Council Policy

- ▶ An operating project with a base budget that has a Council-endorsed policy to support the carryover.
 - ▶ Council Policy 380 – Community Grant Policy states “funds not expended in a focus area in any given year will be automatically carried over and retained for use in the same focus area in the subsequent year.”



Awaiting Grant Information

- ▶ A one-time operating or capital project that is on hold pending grant approval
 - ▶ Grant decision is expected in the next year

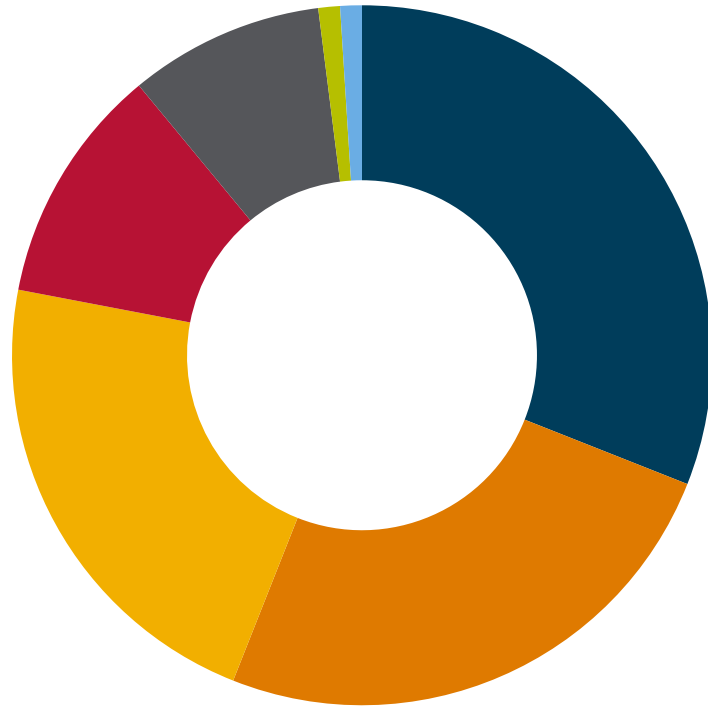


2023 Carryover Volume

- ▶ Total carryover value \$237.3M
 - ▶ Operating \$19.4M
 - ▶ Capital \$217.9M
- ▶ General fund \$110.8M
- ▶ Airport fund \$100.1M
- ▶ Water fund \$4.4M
- ▶ Wastewater fund \$22.0M



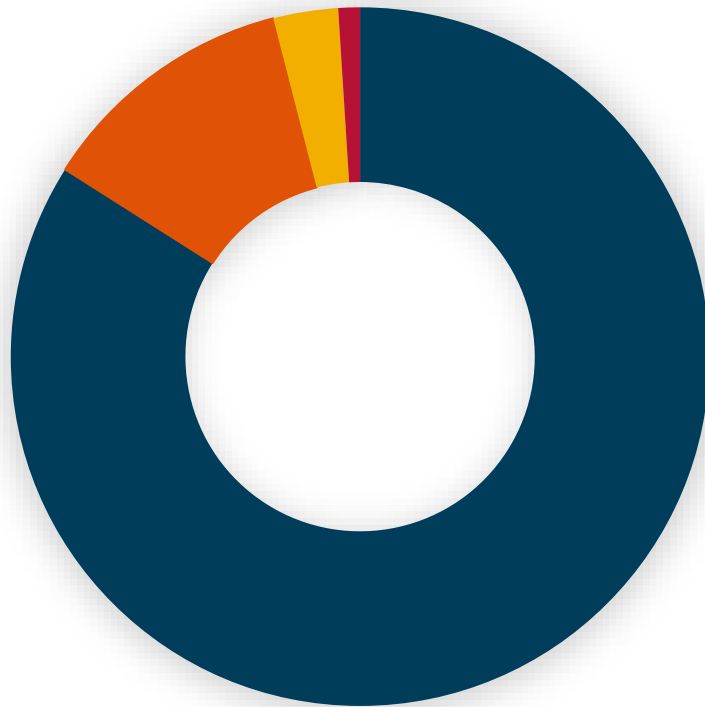
2023 Carryover Reasons



- External Event 31%
- Scheduling Demands 25%
- Multi-Year 22%
- Program 11%
- Design Option 9%
- Council Approved or Policy 1%
- Awaiting Grant Information 1%

Total Requests: 262

2023 Carryover Funding Sources



■ Reserve 84%

■ Fed/Prov 12%

■ Borrow 3%

■ Dev/Com 1%

Total Funding \$237.3M

Three Year Comparison

	2023	2022	2021
Total Carryover	\$237	\$177	\$173
Operating	\$19 = 8%	\$10 = 6%	\$8 = 5%
Capital	\$218 = 92%	\$167 = 94%	\$165 = 95%
General Fund	\$111 = 47%	\$87 = 49%	\$73 = 42%
Utility Funds	\$126 = 53%	\$90 = 51%	\$100 = 58%
Number of Requests	262	249	259

QUESTIONS?

Budget 2023
#kelownabudget

For more information visit: kelowna.ca/budget



Report to Council



Date: March 20, 2023
To: Council
From: City Manager
Subject: Investment of Kelowna Funds 2022
Department: Financial Services

Recommendation:

THAT Council receives, for information, the Investment of Kelowna Funds for 2022 Report from the Director of Financial Services as presented on March 20, 2023 in alignment with Council’s strong financial management priority.

Purpose:

To provide Council with information summarizing the City of Kelowna’s 2022 investment portfolio and an overview of the performance of the portfolio as a whole.

Background:

Economic Overview

The 2022 economic environment consisted of generationally high inflation, and historic interest rate hikes. The Consumer Price Index (CPI) for Canada increased from 4.8% at the end of 2021 to a high of 8.1% in June 2022 and settling at 6.3 % at the end of December 2022. The increase in the inflation was caused by several factors which include:

- continued supply chain challenges
- continued monetary policy tightening
- geo-political conflict in Eastern Europe

The Bank of Canada increased the interest rate seven times over 2022. The interest rate went from 0.25% in January 2022 to 4.25% in December 2022. The Bank of Canada expects CPI to be close to 3% in mid-2023 with expectations of decreasing to 2% by the end of 2023. The Bank of Canada’s long term CPI target remains at 2% and in order to achieve this the Bank of Canada is not ruling out further interest rate hikes in 2023.

Investment of Kelowna Funds

The Investment Policy contemplates a balance of investment return and risk mitigation. The City of Kelowna’s investments have a market value of \$792.1 million as of Dec. 31, 2022. The funds are used toward the City’s operating and capital programs and help offset taxation impact to residents. The portfolio is segregated into short term funds (29% or \$225.9 million) and long term funds (71% or \$544.2 million) .

The City of Kelowna continues to utilize a laddered 10-year bond strategy and balanced approach for investment holdings and duration. The laddered strategy ensures that the bonds mature at a smooth and predictable rate and that investment income and maturing investments provide ongoing liquidity. This balanced approach results in the City having sufficient levels of income and funding available to meet the municipality’s annual requirements.

Portfolio Performance

The City of Kelowna Investment Policy includes five market indicators as benchmarks to determine the investment portfolio’s performance. The benchmarks are compared to the City’s average rate of return earned on the entire investment portfolio as at December 31, 2022. These benchmarks are the CPI Index Average, the FTSE TMX Canada 91-Day T-Bill, the median money market return, the MFA Bond Fund, and the MFA Money Market Fund. In 2022, the City of Kelowna’s 2.49% average rate of return was greater than performance indicators in each of these benchmarks except for the CPI Index Average.

Benchmark	Rate	City of Kelowna Average Rate
CPI Index Average	6.30%	2.49%
FTSE TMX Canada 91-Day T-Bill	1.80%	
Median Money Market Return	1.87%	
MFA Bond Fund	-3.43%	
MFA Money Market Fund	1.93%	

The City of Kelowna’s portfolio was able to outperform these benchmarks by maintaining a large portion of the portfolio in high liquid instruments. This allowed the City to take advantage of the increases in interest rates by not locking in funds at low rates for long durations.

Legacy Fund

The Legacy Fund consists of City owned Fortis Inc. corporate shares purchased with the proceeds of the sale of the City’s electrical utility, along with the proceeds received from the termination of the City’s natural gas lease-in lease-out agreement with FortisBC Energy Inc. in 2018. In 2013 the City of Kelowna purchased Fortis Inc. shares in the amount of \$55.0 million from the sale of the City’s Electric Utility.

In 2022, the City reinvested dividends in the amount of \$4.5 million. As of Dec. 31, 2022, the Fortis investment had a book value of \$76.7 million and a market value of \$115.3 million, which is a 7.8% decrease from Dec 31, 2021.

The Legacy Fund is to be an investment fund that benefits the citizens of Kelowna in perpetuity. There is a project team working on a proposed strategy for these Legacy Funds, with plans to seek Council endorsement later this year in order to support the 2024 budget and beyond.

The Year Ahead

2023 investment objectives include continued monitoring of interest rate fluctuations and the timing of investment maturities with the future cash flow requirements of the City. There is an inverse yield curve on GIC rates over the next 5 years which is an indicator that the Canadian Financial Institutions believe we are nearing the top of the Bank of Canada interest rate hikes and foresee a decrease in the Bank of Canada interest rate in the next few years. The City's Treasury department has started to extend the duration of its investment maturities to take advantage of the current interest rates. It will be a key focus of the Treasury department to balance the duration of the investment maturities with the major Capital requirements of the City.

Legal/Statutory Procedural Requirements:

The Financial Officer will provide Council with an annual report on the performance of the Investment of City of Kelowna Funds portfolio in the first quarter of the following year.

Existing Policy:

Council Policy Number 316

Submitted by: James Lawson CA, CPA, Financial Analyst, Financial Planning

Approved for inclusion:



Joe Sass CA, CPA, Director of Financial Services



City of
Kelowna

2022 Investment Report

March 20, 2023

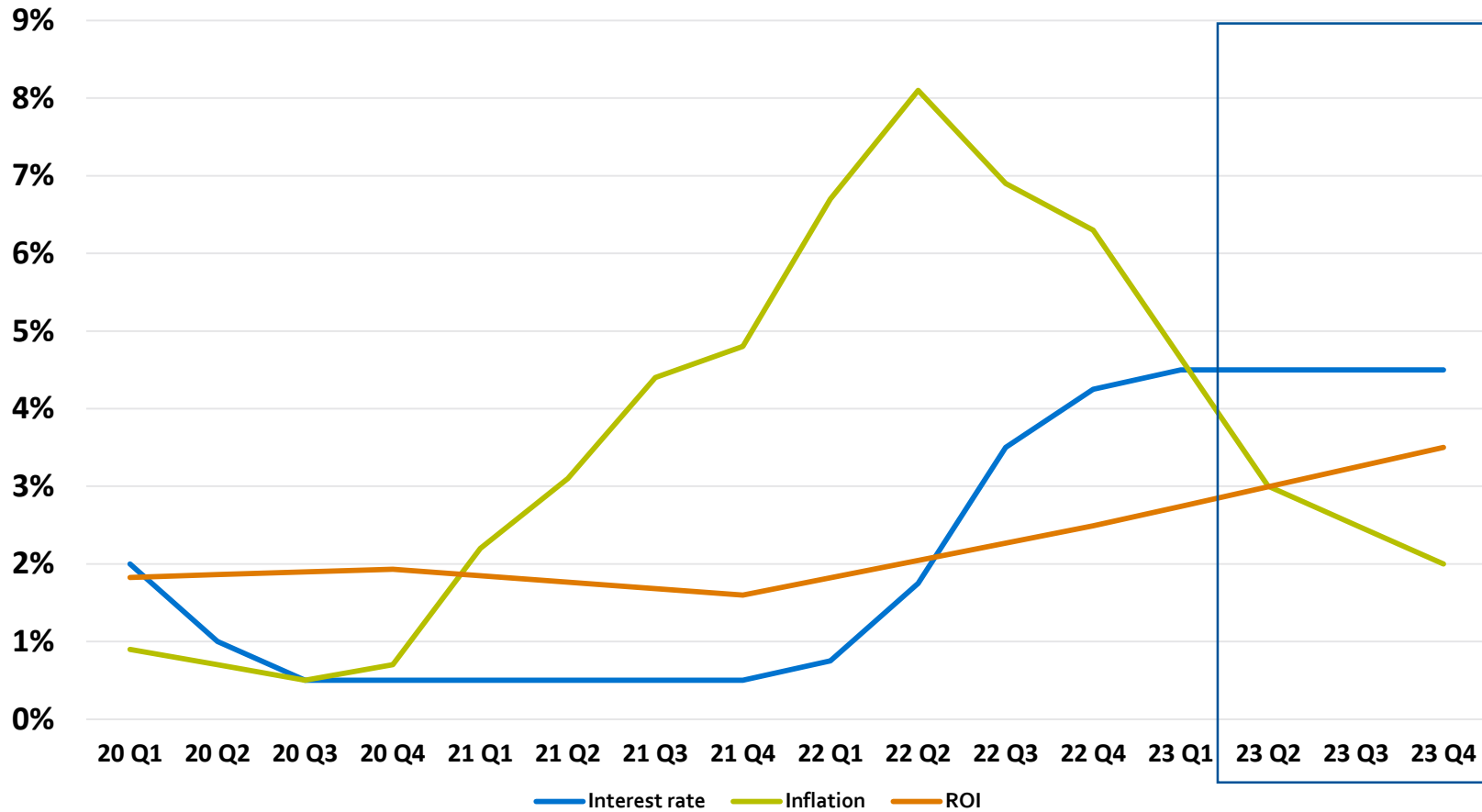
Constraints for Local Government Investments

Investment of municipal funds

183 Money held by a municipality that is not immediately required may only be invested or reinvested in one or more of the following:

- (a) securities of the Municipal Finance Authority;
- (b) pooled investment funds under section 16 of the *Municipal Finance Authority Act*;
- (c) securities of Canada or of a province;
- (d) securities guaranteed for principal and interest by Canada or by a province;
- (e) securities of a municipality, regional district or greater board;
- (f) investments guaranteed by a chartered bank;
- (g) deposits in a savings institution, or non-equity or membership shares of a credit union;
- (h) other investments specifically authorized under this or another Act.

Investment Environment 2020 - 2023



Portfolio summary

Fund Summary at December 31, 2022	Amount	%
Short Term Investments	\$ 225.8	29%
Long Term Investments	\$ 566.4	71%
Total Fund Value	\$ 792.2	100%

(In Millions)

Portfolio Ratings

Rating	Market Value	Percentage	Maximum	Over/(Under)
AAA	\$ -	0%	100%	(100%)
AA	\$ 572.0	82%	100%	(18%)
A	\$ 121.8	18%	60%	(42%)
Grand Total	\$ 693.8	100%		

Excludes Fortis

(In Millions)

Performance objectives

Average rate of return

Benchmark	Rate	City of Kelowna Average Rate
CPI Index Average	6.30%	2.49%
FTSE TMX Canada 91-Day T-Bill	1.80%	
Median Money Market Return	1.87%	
MFA Bond Fund	-3.43%	
MFA Money Market Fund	1.93%	

Legacy Fund summary

Legacy Fund at December 31, 2022	Amount
FortisBC Inc. Share Summary	\$ 76.7
Natural Gas proceeds	\$ 33.8
Total	\$ 110.5
	(In Millions)



Questions?

For more information, visit kelowna.ca.

DRAFT RESOLUTION

Re: Traffic and Safety Concerns Clifton Road

THAT Council direct staff to report back on the planned transportation capital improvements for the North Clifton area and applicable timelines to enhance pedestrian and cyclist safety

BACKGROUND:

Councillor Wooldridge indicated their intent to bring forward a resolution to address Clifton Road safety concerns on March 13, 2023.

COUNCILLOR WOOLDRIDGE COMMENTS

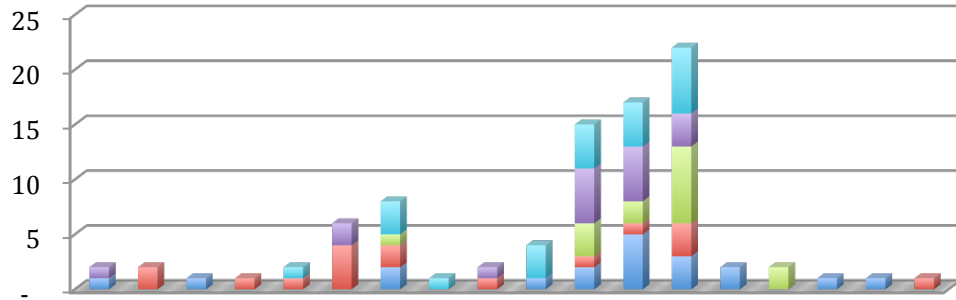
The Clifton Highlands area has been experiencing anticipated growth with the build out of many neighbourhoods. The area is not only a place where people live but also access to many outdoor recreation spaces that draws additional activity. Currently, there are approximately 200 private driveways with direct access to Clifton Road as well as connection roads to neighbourhoods of Wilden and Clifton Estates. In addition, there are lands that are currently undeveloped that will likely realize full build out of single unit homes in coming years. The area lacks sidewalks, crosswalks, active transportation routes and controlled intersections that continues to pose risk to pedestrians and cyclists. As the neighbourhoods of the North Clifton area realize full build out potential, residents are seeking clarity on anticipated capital improvements to improve safety due to the increased activity.

Attachments:

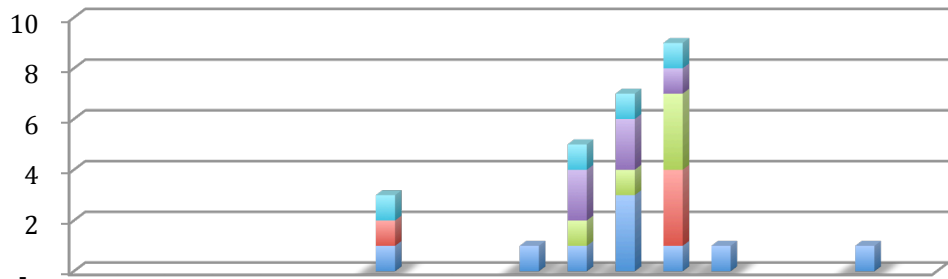
ICBC incident 2013 to 2017 statistics for Clifton Rd
Accident list

Date: March 20, 2023

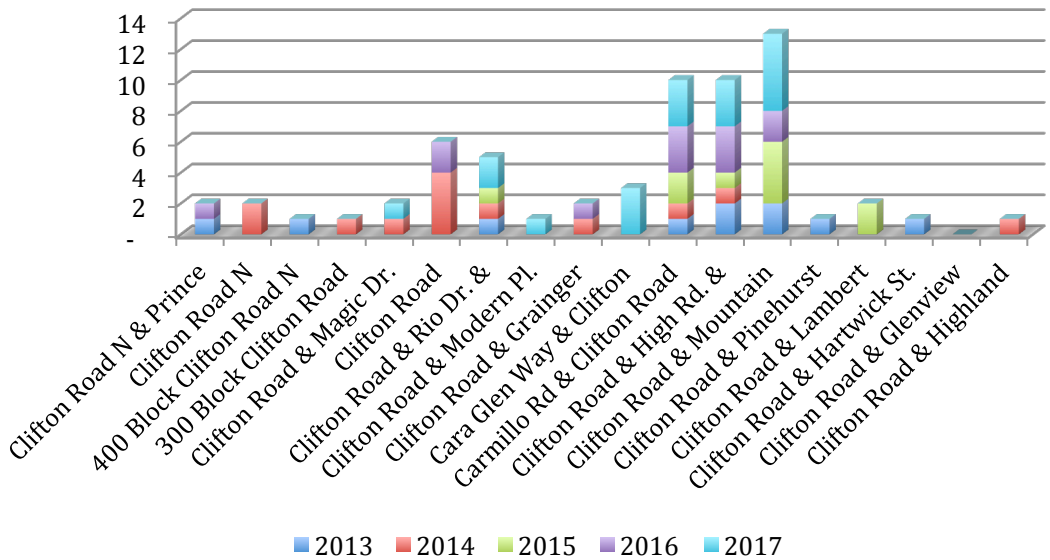
All Incidents



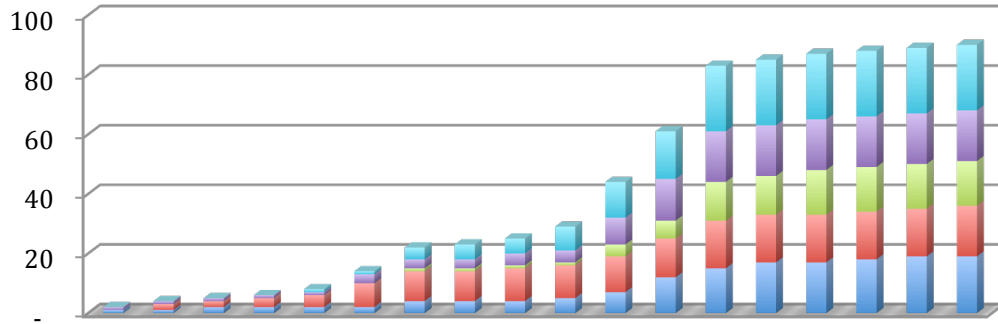
Casualty Incidents



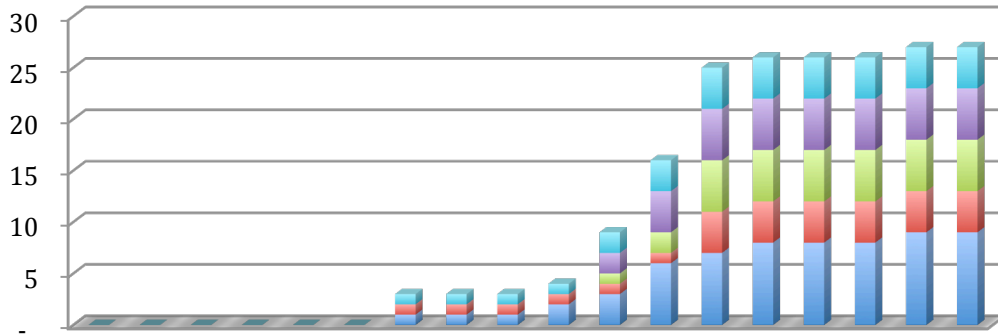
PDO Incidents



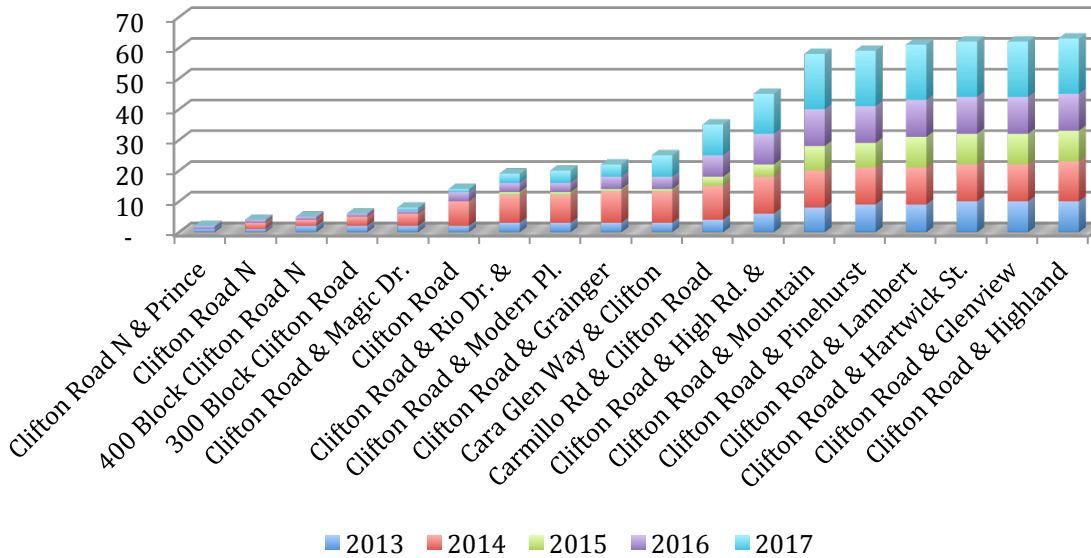
All Incidents



Casualty Incidents



PDO Incidents



This map outlines the boundaries of the Clifton Highlands Community Association. The boundary includes Clifton Road, Clifton Road North, all connecting roads north of Grainger Road, all roads feeding off Rio Drive as well as up to and including Clear Pond Place.

