

Agricultural Advisory Committee

AGENDA



Thursday, April 13, 2017
6:00 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

THE CHAIR WILL CALL THE MEETING TO ORDER:

(a) The purpose of this Meeting is to consider certain Development Applications as noted on this meeting Agenda.

(b) The Reports to Committee concerning the subject development applications are available on the City's website at www.kelowna.ca.

(c) All representations to the Agricultural Advisory Committee form part of the public record.

(d) As an Advisory Committee of Council, the Agricultural Advisory Committee will make a recommendation of support or non-support for each application as part of the public process. City Council will consider the application at a future date and, depending on the nature of the file, will make a decision or a recommendation to the Agricultural Land Commission.

2. Chair and Vice-Chair for 2017

2.1 Appointment of Chair and Vice-Chair

To appoint a Chair and Vice-Chair for 2017

3. Applications for Consideration

3.1 Agriculture Plan Update Draft Implementation Strategy

3 - 25

To gather feedback on the draft implementation strategy for the City of Kelowna Agriculture Plan Update.

4. Minutes

26 - 30

Approve Minutes of the Meeting of March 9, 2017.

5. New Business

5.1 Report to Council Discussion

To discuss the timeline for reporting to Council with respect to the Committee's activities.

6. Next Meeting

May 11, 2017

7. Termination of Meeting

COMMITTEE REPORT



Date: April 10, 2017
RIM No. 1210-21
To: Agricultural Advisory Committee (AAC)
From: Community Planning and Strategic Investments (TG)
Application: Agriculture Plan Update **Applicant:** City of Kelowna
Subject: Agriculture Plan Update Draft Implementation Strategy

1.0 Purpose

To gather feedback from the Agriculture Advisory Committee (AAC) on the draft implementation strategy for the City of Kelowna Agriculture Plan Update.

2.0 Proposal

2.1 Background

The Agriculture Plan Update, currently underway, will provide direction for the 55 per cent of the land base zoned for agriculture in the City of Kelowna and will allow the following goals to be integrated into a current and responsive policy document:

- Develop clear policies that serve to protect and promote agriculture while preserving the character of Kelowna;
- Identify opportunities to strengthen farming and to develop agriculture as an economic driver;
- Increase the amount of, and access to, locally grown and produced food; and
- Build resilience in the community against the rising costs of food and risks from changing conditions.

At the March 13 AAC meeting, staff presented a draft recommended policy and action list for the Agriculture Plan Update under four key theme areas:

1. Strengthening local policies and regulations to protect agriculture.
2. Stewarding natural resources and the environment for food production.
3. Improving awareness of local agriculture and access to local food.
4. Fostering and sustaining farm businesses and farmland.

After incorporating the AAC's feedback from the last meeting, the 54 recommended policies and actions that the City can take a lead role in as well as the 10 actions the City can support, have been drafted into an Implementation Strategy to accompany the Agriculture Plan Update.

2.2 Draft Implementation Strategy

The draft Implementation Strategy (Appendix A) for the Agriculture Plan update has developed a workplan to implement the policies and actions in three phases:

- Phase 1: Will address 26 actions between 2017 and 2019.
- Phase 2: Will address 20 actions between 2020 and 2022.
- Phase 3: Will address 12 actions between 2023 and 2027.
- Supporting actions: As the City is not the lead, a timeline has not been assigned to these actions.

Note: Appendix B provides a full description of each of the recommended policies and actions that are referenced in the Implementation Strategy.

The Agriculture Plan Update recommended policies and actions provide a detailed pathway to ensure agricultural land is protected for the long term. With this Plan update, the draft implementation strategy scopes anticipated resources to successfully complete the actions and policies prescribed in the Plan. Dedicated resources, both financial and staff, are necessary to ensure the Plan's success.

It is anticipated that additional resources will be required to implement the policies and actions of the Agriculture Plan Update. These include:

- 1.0 FTE (full time equivalent) planning staff – with existing staff resources and workloads, an additional planning staff would be required to implement the Agriculture Plan Update in the timeline required.
- 0.5 FTE bylaw officer – Several of the policies and actions have bylaw implications. Due to the current staff resources and workloads, having an additional 0.5 FTE bylaw officer dedicated to agriculture will help ensure success of the implemented policies and actions.
- Annual budget request – An annual budget should also be dedicated to the implementation of the Agriculture Plan Update to cover the costs associated with engagement, signage, research, communication materials, and/or alternative ownership models.

2.3 Next Steps

The following next steps and associated timeline are anticipated leading up to the completion of the Agriculture Plan Update:

Draft Agriculture Plan Update and staff circulation	April 2017
Council workshop	May 2017
Engagement	mid-May 2017
Revised Plan based on feedback	May 2017
Plan presented to Council	June 2017

Staff will inform the AAC with a completed draft Agriculture Plan Update prior to presenting the final Plan to Council in May.

Upon endorsement of the final Agriculture Plan update, it is anticipated that this Plan will be an important document that guides development approvals, informs the forthcoming 2040 OCP update, and equips various City departments with short, mid and long term work planning items to realize the Plan's vision of:

Kelowna is a resilient, diverse and innovative agricultural community that celebrates farming and values farmland as integral to our healthy food system, economy and culture.¹

¹ A survey, completed by over 550 people, showed that over 73 per cent of respondents either agreed or strongly agreed with the vision (it should be noted that an additional 18 per cent of respondents were neutral).

Report prepared by:

Tracy Guidi, Sustainability Coordinator

Reviewed by:



Todd Cashin, Suburban and Rural Planning Manager

Attachments:

Appendix A – Agriculture Plan Update Implementation Strategy DRAFT

Appendix B – Agriculture Plan Update Final Key Areas and Recommended Actions DRAFT

Appendix A: Agriculture Plan Update Implementation Strategy DRAFT

Introduction

The development of the Agriculture Plan Update inspired a great deal of community input, indicating that the implementation of the plan will be broadly supported. The Agriculture Plan Update will act as a reference document for staff and the community at large over the next 15 to 20 years. While the majority of the actions will be led by the City of Kelowna, some will require the leadership of other key stakeholders, with the City playing a supporting role. Many of the actions and recommendations put forth in this plan will be implemented through existing human and financial resources provided by the City of Kelowna. However, additional support will be required over the short to long term to ensure full implementation. Whenever possible, estimates of these additional resources have been provided.

There are 63 recommended actions provided in the Agriculture Plan Update. Of that total, the City is listed as a key lead for 53 actions. Some opportunities may arise that will allow for multiple actions to be completed at the same time, for example updating the OCP, Development Permit Area Guidelines, and/or zoning bylaw. There are 10 additional actions listed in the Agriculture Plan Update that may require the involvement of the City in a supporting role. The level of financial and staff resources required as a supporter is expected to be minimal, and therefore is not included in the tables below.

Resources Required for Agriculture Plan Update Implementation

A proposed workplan is provided for the 53 actions for which the City of Kelowna is listed as a lead agency, in three phases:

- **Phase 1:** This phase tackles the short term and ongoing, high and medium priority actions. The goal is to have them addressed and/or completed (or at least commenced) approximately one to two years after the plan is adopted/endorsed.
- **Phase 2:** This phase includes ongoing and medium term, medium priority actions. They may involve partnerships with other organizations, which can take time to develop. The goal is to be addressing them approximately 3-5 years after the plan is adopted/endorsed.
- **Phase 3:** This phase addresses actions that are longer term in nature. This may include larger projects, or action that the municipality will play a supporting role in developing. The timeline for Phase 3 actions is to have them addressed approximately 5-10 years after the plan is adopted/endorsed. Actions that are considered "ongoing" will still likely be active in Phase 3.
- **Supporting Actions:** As the City is not the lead, a timeline has not been assigned to these actions.

The Agriculture Plan Update recommended policies and actions provide a detailed pathway to ensure agricultural land is protected for the long term. With this Plan update, the draft implementation strategy scopes anticipated resources to successfully complete the actions and policies prescribed in the Plan. Dedicated resources, both financial and staff, are necessary to ensure the Plan's success.

It is anticipated that additional resources will be required to implement the policies and actions of the Agriculture Plan Update. These include:

- 1.0 FTE (full time equivalent) planning staff – with existing staff resources and workloads, an additional planning staff would be required to implement the Agriculture Plan Update in the timeline

required. A staff-based approach will result in more focused attention on the implementation strategy and provide direct staffing resources over a number of years. The staff person will provide a central point of contact for the projects.

- 0.5 FTE bylaw officer – Several of the policies and actions have bylaw implications. Due to the current staff resources and workloads, having an additional 0.5 FTE bylaw officer dedicated to agriculture will help ensure success of the implemented policies and actions.
- Annual budget request – An annual budget should also be dedicated to the implementation of the Agriculture Plan Update to cover the costs associated with engagement, signage, research, communication materials, and/or alternative ownership models.

Note: Some of the annual resources may be able to be offset by partnering with external organizations and/or applying for external funding.

In addition, other steps needed to implement the proposed Agriculture Plan Update include:

1. Adopt an initial workplan for the first 2 years of implementation, consisting of high priority actions of either ongoing or short term timeframe. An initial proposal for a Phase 1 (Years 1 & 2) workplan is provided below.
2. Explore which actions in the workplan will require additional funding outside of dedicated staff time (e.g. consultants' time, event costs). Note: a list of funding opportunities will be provided in a separate section of the Agriculture Plan Update at a later date.
3. Beginning in 2018, ensure that the Agriculture Plan Update is designated as a line item in the City's annual budget for staff time and for funds.
4. Monitor progress of the Agriculture Plan Update implementation and deliver evaluation reports annually, along with input from the AAC.
5. Promote the Plan to the Kelowna community¹;
6. Participate in activities led by partnering organizations to implement supportive actions;

It is recommended that implementation commence immediately, ideally within six months of the adoption of the *Agricultural Plan* in order to capitalize on momentum and support within the community.

¹ The local government election scheduled for the fall of 2018 may result in additional efforts by staff to bring any newly-elected officials up to speed on the Agriculture Plan Update, the work completed to date, and the importance of continued staffing and budget support.

Phase 1: Actions to Embark Upon and/or Complete During Workplan Years 1 & 2 (2017-2019)

Action IDs	Actions for Phase 1	Key Players	CoK Staff Resources
1.1a, b, c, d, e	Amend the OCP to include new policies that protect and enhance farmland.	Lead: CoK	Policy Planning Community Planning
1.2a, b, c, d, e	Update the Farm Protection DPA Guidelines to include regulations regarding residential footprint on farmland.	Lead: CoK	Community Planning Development Services
1.2f	Update the Farm Protection DPA Guidelines to require statutory covenants on non-agricultural land during the development process.	Lead: CoK	Community Planning Development Services
1.3a, b, c, d, e, g	Update the Zoning Bylaw to ensure compliance with Provincial standards, and to include regulations regarding principal dwelling size, secondary dwellings, minimum lot sizes, and parking on farmland.	Lead: CoK Supporting: AGRI, ALC	Policy Planning Community Planning
1.4a – 1.4b	Maintain and expand the agricultural compliance and enforcement strategy and establish procedures for zoning compliance review for business license applications on farmland.	Lead: CoK Supporting: AGRI, ALC	Bylaw Services Community Planning
1.4c	Update the <i>Development Applications Procedures Bylaw</i> to allow for the Community Planning Manager to request an Agricultural Impact Assessment by a Professional Agrologist that quantifies the impacts of any proposed development that may affect agricultural activity, such as non-farm use on farmland, rezoning, temporary use permits, and subdivision on lands adjacent to farmland.	Lead: CoK	Community Planning
2a	Maintain water pricing that is supportive of sustaining agriculture in the community.	Lead: CoK Supporting: Water user groups	Infrastructure Delivery Utilities Planning Policy Planning Community Planning
2b	Include agriculture in municipal climate change strategies and plans.	Lead: CoK	Policy Planning
2c	Implement the actions of the 2015 Central Okanagan Clean Air Strategy to reduce smoke from burning (e.g. expand agriculture wood waste chipping program, review, update and harmonize burning policies).	Leads: CoK and RDCO	Policy Planning Parks and Public Spaces Community Planning
3a	Expand programs such as Farm to Flight at YLW to highlight local food and beverage products.	Lead: CoK	Kelowna International Airport Communications Strategic Investments
3b	Use existing communications channels (e.g. website, social media, printed signs) to raise the level of understanding about agriculture policies and activities.	Lead: CoK	Community Planning Communications
3c	Investigate and communicate opportunities for pop up markets to sell local produce.	Lead: CoK	Community Planning Strategic Investment Communications

Phase 2: Actions to Embark Upon and/or Complete During Workplan Years 3, 4 & 5 (2020 -2022)

Action IDs	Actions for Phase 2	Key Players	CoK Staff Resources
1.1f	Adopt a new OCP Land Use Designation: <i>Transition to Agriculture</i> for parcels within and outside the Permanent Growth Boundary that are within 300 m of the farm land boundary.	Lead: CoK	Policy Planning Community Planning
1.3h	Create a clear definition in the Zoning Bylaw for local food retail opportunities outside of the ALR.	Lead: CoK	Policy Planning Community Planning Strategic Investment
1.3i	Revise the definition of “urban agriculture” to include the sale of farm products as a seasonal retail operation that is temporary in nature.	Lead: CoK	Policy Planning Community Planning Strategic Investment
1.3j	Designate specific sites and/or zones as suitable for “local produce stands”. This may include farm gate sales from urban farms, existing public spaces and parks, commercially-zoned areas, transportation hubs, institutional lands, and/or parking lots.	Lead: CoK	Policy Planning Community Planning Strategic Investment
1.3k	Provide regulation for commercial assembly events on farmland except where permitted by provincial regulation.	Lead: CoK	Policy Planning Community Planning Strategic Investment
1.3l	Further define the allowable structures where retail sales of food are permitted.	Lead: CoK	Policy Planning Community Planning Strategic Investment
1.4d	Continue to work with other local government planners to discuss common agricultural and food security goals level (e.g. Farm Bylaws; temporary farm worker housing).	Lead: CoK	Community Planning
1.4e	Explore opportunities to better match tax rates with land production activities (e.g. tax rates higher for under-utilized land instead of lower farm rates).	Lead: CoK	Community Planning Strategic Investment
1.4f	Update the <i>Noxious Insect Control Bylaw</i> and <i>Noxious Weeds & Grass Control Bylaw</i> to include current noxious species and diseases. Work with the Invasive Species Council of BC and the Regional District of Central Okanagan on this action.	Leads: CoK and RDCO	Policy Planning Community Planning Parks Division
1.4g	Revise the City's <i>Urban Tree Guide</i> to limit the use of fruit trees for aesthetic purposes which can spread pests and diseases into farming areas if not properly maintained.	Lead: CoK	Community Planning
1.4h	Update the <i>Soil Deposit and Removal Bylaw</i> to include reference to composting.	Lead: CoK	Policy Planning Community Planning
1.4i	Update the <i>Business License Bylaw</i> to include the new definition of local food sales (as per related actions in 1.3). A license should be required for these retail operations whether the stand is on public or private property.	Lead: CoK	Policy Planning Community Planning Strategic Investment
1.4j	Require a business licence for commercial assembly events including conditions such as time parameters and parking requirements.	Lead: CoK	Policy Planning Community Planning Strategic Investment
2d	Create consistent water restriction/drought level messaging within affected areas or watersheds to ensure highest compliance by users.	Lead: CoK	Community Planning Communications Utilities

Action IDs	Actions for Phase 2	Key Players	CoK Staff Resources
2e	Ensure that drought management and response plans are clear and consistent across existing and future water systems.	Lead: CoK	Community Planning Communications Utilities
2f	Continue to work with the Regional District of Central Okanagan to enforce the <i>Noxious Insect Control Bylaw</i> and <i>Noxious Weeds & Grass Control Bylaw</i> . Consider communicating information to residents seasonally through a press release.	Leads: CoK and RDCO	Policy Planning Community Planning Parks Services
3d	Develop a Healthy Food Strategy for Kelowna. As part of the strategy, investigate options to update the Zoning Bylaw to allow for the keeping of bees and chickens by sub-urban and urban residents. Explore opportunities for establishing requirements and incentives for shared gardens in new multi-unit developments.	Lead: CoK	Policy Planning Community Planning
3e	Undertake an Agricultural Signage Program to raise awareness and appreciation for agricultural areas within the City. The signs should be placed along roads used by farm vehicles, along recreational trails, and in agricultural edge planning areas.	Lead: CoK	Community Planning Communications Utilities Transportation
3f	Encourage opportunities to meet with community groups, including real estate groups to communicate existing land use policies and the impacts of non-farm use on agricultural land. The impacts of farmland speculation on the local agriculture sector should be highlighted.	Lead: CoK	Community Planning Strategic Investments
3g	Establish regular farm tours for staff and elected officials. The City, in partnership with the farming community, could create opportunities to tour agricultural properties and learn about the role agriculture plays within the city.	Lead: CoK	Community Planning Communications Mayor and Council

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Phase 3: Actions to Embark Upon and/or Complete During Workplan Years 6 - 10 (2023-2027)

Action IDs	Actions for Phase 3	Key Players	CoK Staff Resources
1.4a	Continue to enforce permitted uses using the City's <i>Agricultural Enforcement & Compliance Strategy</i> . Expand the current strategy and partner with ALC enforcement and compliance officers to maximize resource efficiencies. This may include meeting with the ALC to share data and information on enforcement efforts. Consider dedicating bylaw staff to issues outside the Permanent Growth Boundary.	Lead: CoK Supporting: AGRI, ALC	Bylaw Services Community Planning
1.4d	Continue to work with other local government planners to discuss common agricultural and food security goals level (e.g. Farm Bylaws; temporary farm worker housing).	Lead: CoK	Community Planning
1.4k	Investigate opportunities to minimize impacts to agriculture during expansion of YLW as outlined in the 2045 Airport Masterplan.	Lead: CoK	Community Planning
2b	Continue to include agriculture in municipal climate change strategies and plans.	Lead: CoK	Policy Planning
2c	Continue to implement the actions of the 2015 Central Okanagan Clean Air Strategy to reduce smoke from burning (e.g. expand agriculture wood waste chipping program, review, update and harmonize burning policies).	Leads: CoK and RDCO	Policy Planning Parks Division Community Planning
2g	Integrate agricultural water systems in order to create redundancy, resiliency, and water security for agricultural users through the 2017 Integrated Water Supply Plan.	Lead: CoK	Policy Planning Community Planning Utilities
2h	Develop emergency plans (i.e. wildfire, drought) that are inclusive of agriculture.	Lead: CoK	Policy Planning Community Planning Utilities Fire Department
2i	Investigate creative approaches to providing existing neighbourhoods on the urban side of the Permanent Growth Boundary with vegetative buffers. Examples may include incentives to increase the number of trees planted in the community.	Lead: CoK	Community Planning Parks and Public Spaces
3a	Continue to expand programs such as Farm to Flight at YLW to highlight local food and beverage products.	Lead: CoK	Kelowna International Airport Communications Business & Entrepreneurial Devel
3h	Identify opportunities to increase YLW's air cargo service, which could potentially provide the opportunity to ship local agricultural products to additional markets.	Lead: CoK	Kelowna International Airport Communications Business & Entrepreneurial

			Devel
3i	Develop a "Good Neighbours" pamphlet that provides landowners with information about normal farm practices.	Lead: CoK	Community Planning Real Estate & Property Services
4a	Investigate and support opportunities for alternative ownership models for farmland for the purpose of increasing production levels on farmland. The alternative models may include: Allotments (large garden leases); Incubator farms for new farmers; A Local or Regional Farmland trust; Institutional partnerships to increase food production; and/or Co-operative farming models.	Lead: CoK Supporting: RDCO	Policy Planning Community Planning Real Estate & Property Services

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Supporting Actions: as the City is not a lead, a timeline has not been assigned to these actions.

Action IDs	Actions for Phase 1	Key Players	CoK Staff Resources
5a	Support OK Sterile Insect Release program and advocate for similar initiatives for other pests.	Lead: OKsir Supporting: CoK	Community Planning Parks and Public Spaces
5b	Support the agricultural economic development goals of the Central Okanagan Economic Development Commission (COEDC).	Lead: COEDC Supporting: CoK	Business & Entrepreneurial Development Community Planning
5c	Re-evaluate organic waste diversion opportunities and investigate changes to encourage improved waste diversion (including yard waste collection) as per the 2017 Solid Waste Management Plan.	Lead: RDCO Supporting: CoK	Infrastructure Delivery Community Planning
5d	Support community groups on initiatives to determine infrastructure required for a permanent, year-round farmers market location.	Lead: BC Farmers Market Association Supporting: CoK	Community Planning Policy Planning
5e	Support opportunities for addressing deer and other wildlife impacts on crop yields.	Lead: RDCO Supporting: CoK	Community Planning Real Estate & Property Services
5f	Support an inventory of food storage, distribution, and processing capacity for small and medium-scale producers.	Lead: TBD Supporting: CoK	Community Planning
5g	Support initiatives for land linking and mentorship programs for farmers.	Lead: Young Agrarians Supporting: CoK	Community Planning
5h	Work with Agriculture and Agri-Food Canada Summerland Research Station and BC Ministry of Environment to determine opportunities for soil maps to be digitized and made available online.	Lead: AAFC Supporting: CoK	Community Planning Information Services
5i	Support agriculture-related tourism through Enterprise Kelowna.	Lead: Enterprise Kelowna Supporting: CoK	Community Planning Business & Entrepreneurial Development

Appendix B: Agriculture Plan Update Final Key Areas and Recommended Actions DRAFT

Introduction

Over the last year, several engagement events have taken place to craft a vision statement, identify key priority areas, and develop a list of recommended actions to include in the Agriculture Plan Update. Based on this process, four themes and associated actions have been developed. Priority actions are those that the City is able to take a leadership role in from a jurisdictional perspective.

The final vision statement for the *Agriculture Plan Update* is:

Kelowna is a resilient, diverse, and innovative agricultural community that celebrates farming and values farmland and food producers as integral to our healthy food system, economy, and culture.

The following four key themes are identified:

1. Strengthening local policies and regulations to protect agriculture.
2. Stewarding natural resources and the environment for food production.
3. Improving awareness of local agriculture and access to local food.
4. Fostering and sustaining farm businesses and farmland.

These four themes align with the four pillars of sustainability: environmental, social, economic, and cultural as outlined in the City's Official Community Plan. The following pages identify 54 recommended actions that the City can take a lead role in, followed by an additional list of 10 actions that the City can support. Many of these recommendations are based on research conducted throughout the Agriculture Plan Update into best practices for local policies and regulations for the food system. This research is presented in a series of white papers, which are referenced in the relevant actions and are included in the Appendices.

Timeframe and priority levels are also identified for each of the actions in the tables. They can be interpreted as follows:

Timeframe

- Short: To be completed within 1-2 years.
Medium: To be completed within 2-5 years.
Long: To be completed within 5-10 years.
Ongoing: Will require continued efforts over the short-long term timeframe.

Priority

- High: Requires urgent action for progress to be made and/or for other actions to succeed.
Medium: Not critical for actions to move forward, but necessary and important.
Low: Less important but still necessary for improvements in the local agriculture system.

Theme 1: Strengthening local policies and regulations to protect agriculture.

Kelowna residents are very supportive of the agriculture. In a spring 2017 survey, 96% of respondents indicated that policies preserving farmland were important or very important to them.

Issues that arose during consultation included:

- Farmland protection opportunities, such as vegetative buffers along the urban-rural boundary, were identified throughout the stakeholder engagement process.
- Challenges with regard to land use planning, where islands of residential areas have been created in farmland that now require connecting roads and other infrastructure
- Concerns over the non-farm use of ALR. One common concern, was the purchase of farmland with no intention of farming, followed by construction of extremely large homes.

Land use regulation by local governments is established under the Community Charter and the Local Government Act. In the following sub-sections, a series of recommendations are made to update policy in the Official Community Plan, OCP Farm Development Permit Guidelines, Zoning Bylaw and several other policies and regulations. Collectively, these policy recommendations express a commitment to the preservation and strengthening of farmland, including the protection of lands capable of agricultural productivity, encouraging a diverse and profitable agricultural sector and supporting a sustainable and resilient local food system. Further, these initiatives will help to limit non-agricultural development, minimize conflicts between producers and non-producers, and proactively use and manage farmland for agriculture.

This theme has 35 actions that fall within four sub-themes:

- 1.1 Official Community Plan updates (6 actions)
- 1.2 Farm Protection Development Permit Guidelines updates (6 actions)
- 1.3 Zoning Bylaw updates (12 actions)
- 1.4 Actions regarding other policies and regulations (11 actions)

1.1 Official Community Plan Updates

ID	Actions	Timeframe	Priority
1.1a	Restrict the expansion of residential development, and resulting potential edge conflicts, into farm areas by prohibiting additional density (e.g. carriage houses) outside the Permanent Growth Boundary.	Short	High
1.1b	Restrict municipal sewer extension into agricultural areas.	Short	High
1.1c	Restrict and/or prohibit non-farm uses that do not directly benefit agriculture. Only support non-farm uses in farm areas that have a direct and ongoing benefit to agriculture.	Short	High
1.1d	Protect and support the continued designation of Natural Resource Protection Lands for agricultural purposes regardless of soil types and capabilities given potential for non-soil based agriculture, and the importance of reducing edge effects through farmland.	Short	Medium

ID	Actions	Timeframe	Priority
1.1e	Discourage uses of urban land adjacent to the Permanent Growth Boundary by vulnerable populations (e.g. hospitals, senior care facilities, daycares, after school programs).	Short	Medium
1.1f	Adopt a new OCP Land Use Designation: <i>Transition to Agriculture</i> for parcels within and outside the Permanent Growth Boundary that are within 300 m of the farm land boundary.	Medium	High

1.2 Farm Protection Development Permit Guideline Updates

ID	Actions	Timeframe	Priority
1.2a	Adopt Residential Footprint policies as per the <i>Non-Farm Use White Paper</i> (see Appendix) in accordance with provincial standards including residential footprint size, building setbacks, and total floor area of dwelling units. This includes establishing a maximum specific floor area for the Residential Footprint of 2,000 m ² (0.2ha or 0.5 acres) within the ALR / A1 zone.	Short	High
1.2b	Include underground services within the Residential Footprint as required for the structures within it.	Short	High
1.2c	Require that only structures used exclusively for farm use may be located outside the Residential Footprint.	Short	High
1.2d	On agricultural lands, where appropriate, locate farm retail sales, wineries, cideries, breweries, distilleries, and any other structures and services related to the public that are defined as farm uses under the <i>ALC Act</i> near the road entrance, in order to reduce the footprint and extent of services through the property.	Short	High
1.2e	Ensure that the location of the Residential Footprint maximizes agricultural potential (e.g. soil, topography, etc.) and limits negative impacts of the farm, whether or not the parcel is currently farmed.	Short	Medium
1.2f	Update OCP Chapter 15 Farm Protection DP guideline 1.7 to require statutory covenants on non-agricultural land through the development process to notify landowners that "normal farm practices" occur in close proximity as described in the <i>Edge Planning White Paper</i> (see Appendix).	Short	Medium

1.3 Zoning Bylaw Updates

ID	Actions	Timeframe	Priority
1.3a	Review and amend the A1 zone to ensure compliance with Provincial standards and objectives of the Agriculture Plan update.	Short	High
1.3b	Investigate adopting a maximum home (principal dwelling) total floor area within the A1 zone based on Ministry of Agriculture guidelines, and other zones that may also be in the ALR, that shall be no greater than: <ul style="list-style-type: none"> - 465 m² (5,005 sq ft) on lots greater than 8 ha - 300 m² (3,552 sq ft) on lots less than 8 ha 	Short	High
1.3c	Require that mobile homes on farmland be occupied by the owner's immediate family, be located on a non-permanent foundation without basement excavation, and be removed from the property within 90 days when no longer occupied. The site must be restored to a condition suitable for agricultural use following removal of the mobile home.	Short	High
1.3d	Remove "carriage house" as a permitted use within the A1 zoning.	Short	High
1.3e	Increase the minimum lot size in the ALR from 2.0 ha to 4.0 ha in order to create a consistent minimum lot size of 4.0 ha for all of the A1 zone.	Short	High
1.3f	Update the Zoning Bylaw to reflect the vegetative buffer specifications as outlined in <i>Edge Planning White Paper</i> (see Appendix).	Short	High
1.3g	Investigate parking limitations on agricultural lands including permeable surfacing, with the exception of the Residential Footprint.	Short	Medium
1.3h	Create a clear definition in the Zoning Bylaw for local food retail opportunities outside of the ALR as described in the <i>Increasing Local Food Access White Paper</i> (see Appendix).	Medium	Medium
1.3i	Revise the definition of "urban agriculture" to include the sale of farm products as a seasonal retail operation that is temporary in nature.	Medium	Medium
1.3j	Designate specific sites and/or zones as suitable for "local produce stands" as per the <i>Increasing Local Food Access White Paper</i> (see Appendix). This may include farm gates of urban farms, existing public spaces and parks, commercially-zoned areas, transportation hubs, institutional lands, and/or parking lots.	Medium	Medium
1.3k	Provide regulation for commercial assembly events on farmland except where permitted by provincial regulation.	Medium	Low
1.3l	Further define the allowable structures where retail sales of food are permitted.	Medium	Low

1.4 Actions Regarding Other Policies and Regulations

ID	Actions	Timeframe	Priority
1.4a	Continue to enforce permitted uses using the City's <i>Agricultural Enforcement & Compliance Strategy</i> . Expand the current strategy and partner with ALC enforcement and compliance officers to maximize resource efficiencies. This may include meeting with the ALC to share data and information on enforcement efforts. Consider dedicating bylaw staff to issues outside the Permanent Growth Boundary.	Ongoing	High
1.4b	Establish procedures for zoning compliance review for business license applications on agricultural properties.	Ongoing	High
1.4c	Update the <i>Development Applications Procedures Bylaw</i> to allow for the Community Planning Manager to request an Agricultural Impact Assessment by a Professional Agrologist that quantifies the impacts of any proposed development that may affect agricultural activity, such as non-farm use on farmland, rezoning, temporary use permits, and subdivision on lands adjacent to farmland.	Short	High
1.4d	Continue to work with other local government planners to discuss common agricultural and food security goals (e.g. Farm Bylaws; temporary farm worker housing).	Ongoing	Medium
1.4e	Explore opportunities to better match tax rates with land production activities (e.g. tax rates higher for under-utilized land instead of lower farm rates).	Medium	Medium
1.4f	Update the <i>Noxious Insect Control Bylaw</i> and <i>Noxious Weeds & Grass Control Bylaw</i> to include current noxious species and diseases. Work with the Invasive Species Council of BC and the Regional District of Central Okanagan on this action.	Medium	Medium
1.4g	Revise the City's <i>Urban Tree Guide</i> to limit the use of trees for aesthetic purposes which can spread pests and diseases into farming areas if not properly maintained.	Medium	Medium
1.4h	Update the <i>Soil Deposit and Removal Bylaw</i> to include reference to composting.	Medium	Medium
1.4i	Update the <i>Business License Bylaw</i> to include the new definition of local food sales (as per related actions in 1.3). A license should be required for these retail operations whether the stand is on public or private property.	Medium	Medium
1.4j	Require a business licence for commercial assembly events including conditions such as time parameters and parking requirements.	Medium	Medium
1.4k	Investigate opportunities to minimize impacts to agriculture during expansion of YLW as outlined in the 2045 Airport Masterplan.	Long	Medium

Theme 2: Stewarding natural resources and the environment for food production.

The Central Okanagan, is one of the best growing regions in Canada. With its warm summer climate and fertile soil, it can support a wide variety of crops. Climate and soil were listed as the top strength of farming and food production in Kelowna by survey respondents. However, there are still some environmental challenges facing farmers in the region. Stakeholders and survey respondents commented on the importance of the natural ecology of the land and environmentally sound farming practices to help replenish the soil, recharge water sources and provide habitat for natural pollinators, while using water conservation methods and efficient waste management. Climate change was listed as both an opportunity and a threat by 58% of survey respondents and was a key issue of focus at meetings with stakeholders. It will have effects on nearly all the other issues in this theme, including invasive species and water management.

The 9 actions in this theme involve integrating the agricultural sector's needs into future and/or existing environmental initiatives.

ID	Actions	Timeframe	Priority
2a	Maintain water pricing that is supportive of sustaining agriculture in the community.	Short	High
2b	Include agriculture in municipal climate change strategies and plans.	Ongoing	Medium
2c	Implement the actions of the 2015 Central Okanagan Clean Air Strategy to reduce smoke from burning (e.g. expand agriculture wood waste chipping program, review, update and harmonize burning policies).	Ongoing	Medium
2d	Create consistent water restriction/drought level messaging within affected areas or watersheds to ensure highest compliance by users.	Medium	Medium
2e	Ensure that drought management and response plans are clear and consistent across existing and future water systems.	Medium	Medium
2f	Continue to work with the Regional District of Central Okanagan to enforce the <i>Noxious Insect Control Bylaw</i> and <i>Noxious Weeds & Grass Control Bylaw</i> . Consider communicating information to residents seasonally through a press release.	Medium	Medium
2g	Integrate agricultural water systems in order to create redundancy, resiliency, and water security for agricultural users through the 2017 Integrated Water Supply Plan.	High	Medium
2h	Develop emergency plans (i.e. wildfire, drought) that are inclusive of agriculture.	Long	Medium
2i	Investigate creative approaches to providing existing neighbourhoods on the urban side of the Permanent Growth Boundary with vegetative buffers. Examples may include incentives to increase the number of trees planted in the community.	Long	Low

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Theme 3: Improving awareness of local agriculture and access to local food.

Support for local agriculture is strong in Kelowna. Almost all of the survey respondents (97%) indicated that they “always” or “sometimes” buy locally grown items when they have that option. While Kelowna residents have indicated strong levels of interest in purchasing local foods, 46% of survey respondents noted that limited access to local products is a challenge. This points to an opportunity to develop alternative local retail opportunities.

Over half (55%) of survey respondents indicated that they were not knowledgeable about the *Right to Farm Act* and normal farm practices. Further, education of community members in regards to agriculture and educational needs for farmers were key concerns raised by stakeholders at community meetings. Farmers themselves indicated they would like opportunities to enhance professional development, yet lack the time. Over half (52%) of the survey respondents noted that a lack of education about the local food system was a challenge for the agricultural sector.

A total of 83% of farmers responding to the survey indicated they were not involved in agri-tourism, which points to an opportunity to expand this aspect of the industry.

The 9 actions in this theme involve increasing the visibility of, and access to, local food products.

ID	Actions	Timeframe	Priority
3a	Expand programs such as Farm to Flight at YLW to highlight local food and beverage products.	Ongoing	Medium
3b	Use existing communications channels (e.g. website, social media, printed signs) to raise the level of understanding about agriculture policies and activities. Options for consideration are outlined in the <i>Farm Community Identity White Paper</i> (see Appendix).	Short	Medium
3c	Investigate and communicate opportunities for pop up markets to sell local produce as described in the <i>Increasing Local Food Access White Paper</i> (see Appendix).	Short	Medium
3d	Develop a Healthy Food Strategy for Kelowna. The strategy would address food security issues that are not included within the scope of this Agriculture Plan Update. Ensure the strategy also includes an investigation of options to update the Zoning Bylaw to allow for the keeping of bees and chickens by sub-urban and urban residents. Explore opportunities for establishing requirements and incentives for shared gardens in new multi-unit developments.	Medium	High
3e	Undertake an Agricultural Signage Program to raise awareness and appreciation for agricultural areas within the City. The signs should be placed along roads used by farm vehicles, along recreational trails, and in agricultural edge planning areas.	Medium	Medium
3f	Encourage opportunities to meet with community groups, including real estate groups to communicate existing land use policies and the impacts of non-farm use on agricultural land. The impacts of farmland speculation on the local agriculture sector should be highlighted.	Medium	Medium

ID	Actions	Timeframe	Priority
3g	Establish regular farm tours for elected officials and staff. The City, in partnership with the agricultural industry, could create opportunities to tour agricultural properties and learn about the role agriculture plays within the city.	Medium	Low
3h	Identify opportunities to increase YLW's air cargo service, which could potentially provide the opportunity to ship local agricultural products to additional markets.	Long	Medium
3i	Develop a "Good Neighbours" pamphlet that provides landowners with information about normal farm practices.	Long	Low

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Theme 4: Fostering and sustaining farm businesses and farmland.

Whether a producer is just starting out or coming from a long family history of farming, how to obtain land is challenging. Farmers may decide to switch crop varieties, upgrade equipment, or modernize practices. These activities all entail investment costs. The cost of farmland in most regions of BC is prohibitive: not only for new farmers but also for those who are taking over longstanding family farm businesses. The top challenges to farming and food production in Kelowna, indicated by survey results, were: difficulties accessing land for farming due to speculation, high costs, and capital inputs (73%); competing non-farm uses for farmland (urban - rural edge issues) (70%); and lack of succession planning (age of farmers, no new young farmers) (56%). During stakeholder meetings, there was interest raised by both farmers and non-governmental groups in having the City pursue the option of establishing a farmland trust. This is one area that the City can take a lead role in this theme. Many of the other actions brought forward during the stakeholder sessions that fall within this theme would require that the City play a supporting role, and those are outlined in section 5.

The action in this theme relates to the City's role in ensuring that farmland is farmed to its fullest capacity over the long term.

ID	Action	Timeframe	Priority
4a	<p>Investigate and support opportunities for alternative ownership models for farmland for the purpose of increasing production levels on farmland.</p> <p>The alternative models may include:</p> <ul style="list-style-type: none"> • Allotments (large garden leases); • Incubator farms for new farmers; • A Local or Regional Farmland trust; • Institutional partnerships to increase food production; and/or • Co-operative farming models. 	Ongoing	Medium

5.0 Actions where the City of Kelowna plays a SUPPORTIVE role

There are 10 actions that the City would like to assist with, but does not have the jurisdiction or capacity to play a lead role in implementing.

ID	Actions	Timeframe	Priority
5a	Support OK Sterile Insect Release program and advocate for similar initiatives for other pests.	Ongoing	High
5b	Support the agricultural economic development goals of the Central Okanagan Economic Development Commission (COEDC), Okanagan Indian Band and Westbank First Nation.	Ongoing	Medium
5c	Re-evaluate organic waste diversion opportunities and investigate changes to encourage improved waste diversion (including yard waste collection) as per the 2017 Solid Waste Management Plan.	Ongoing	Medium
5d	Support community groups on initiatives to determine infrastructure required for a permanent, year-round farmers market location.	Short	High
5e	Support opportunities for addressing deer and other wildlife impacts on crop yields.	Short	Medium
5f	Support an inventory of food storage, distribution, and processing capacity for small and medium-scale producers.	Medium	Medium
5g	Support initiatives for land linking and mentorship programs for farmers.	Medium	Medium
5h	Work with Agriculture and Agri-Food Canada Summerland Research Station and BC Ministry of Environment to determine opportunities for soil maps to be digitized and made available online.	Medium	Low
5i	Support agriculture-related tourism through Enterprise Kelowna.	Medium	Low
5j	Support the province in re-establishing agricultural liaison services.	Medium	Medium

Agricultural Advisory Committee

Minutes

Date: Thursday, March 9, 2017
Location: Council Chamber
City Hall, 1435 Water Street

Committee Members Present: Domenic Rampone, Ed Schiller, Jeff Ricketts (Alternate) and Tarsem Goraya

Committee Members Absent: John Janmaat (Chair), Yvonne Herbison (Vice-Chair), Keith Duhaime and Pete Spencer

Staff Present: Suburban & Rural Planning Manager, Todd Cashin; Planner, Melanie Steppuhn; Planner, Trisa Brandt*; Planner, Emily Williamson*; and FOI-Legislative Coordinator, Sandi Horning

(* denotes partial attendance)

1. Call to Order

Committee Member, Ed Schiller, called the meeting to order at 6:02 p.m.

Opening remarks by the Committee Member, Ed Schiller, regarding conduct of the meeting were read.

2. Appointment of Acting Chair

Moved by Domenic Rampone/Seconded by Tarsem Goraya

THAT Ed Schiller be appointed the Acting Chair for the March 9, 2017 meeting of the Agricultural Advisory Committee.

Carried

3. Applications for Consideration

The Acting Chair advised that one of the Committee Members will be declaring a conflict of interest with respect to Item Nos. 3.1 & 3.2, which will result in a loss of quorum. The Committee is expecting another Member and therefore will defer Item Nos. 3.1 & 3.2 pending the arrival of another Committee Member. If the additional Committee Member is not present by the time the Committee needs to deal

Item Nos. 3.1 & 3.2, then those items will be deferred to the next Agricultural Advisory Committee meeting.

3.3 3240 Pooley Road, DP17-0046 - Wyn & Marion Lewis

Staff:

- Displayed a PowerPoint presentation summarizing the application regarding the proposed agricultural buffer located along the northern parcel boundary.
- Provided an overview of the history of the property.
- Provided an overview of the proposed winery expansion:
 - o A Farm Protection Development Permit Winery
 - Winery Lounge;
 - Event Room;
 - Tasting Area;
 - Patio Existing;
 - Patio Proposed;
 - Storage Area; and
 - Washrooms.
 - o Development Variance Permit for height:
 - 2 ½ stories to 3 stories
- Provided further details with respect to the Farm Protection Development Permit Winery.
- Advised that the expansion is in compliance with the *Agricultural Land Commission Act and Regulation*.
- Provided an overview of the development process.
- Provided an overview of the Official Community Plan Policy.
- Requested that the Committee consider:
 - o Potential impacts to agriculture, both on the subject property and adjacent;
 - o Conditions of use to protect agriculture;
 - o Conditions of use to protect guests of winery;
 - o City of Kelowna Agriculture Policy; and
 - o Recommendation to Council.
- Responded to questions from the Committee Members.

Wyn Lewis, Applicant:

- Advised that he is in negotiations to purchase the adjacent property which would double the size of the acreage.
- The newly acquired property would be all grapes.
- Provided an overview of the proposal and background information regarding the subject operations.
- Provided the rationale for the application. Needs to proceed with the application in order to comply with the changes to the Agricultural Land Commission's regulations.
- Provided the rationale for the requested variance.
- Responded to questions from the Committee Members.
- Approximately 15,000 bottles are processed on Pooley Road. The majority of the grapes are processed in an industrial area in the City.
- Provided an overview of how he tried to minimize the impact to the surrounding area regarding patrons parking along Pooley Road.
- Not opposed to patrons being ticketed by Bylaw Services should complaints be made.

- For events, all parking is handled by security that is hired to manage parking in the area.
- Cannot have more than 30 people in the wine tasting room at one time, as per the City's regulations.
- Have contemplated "satellite" parking in order to alleviate some of the parking issues due to events on the property

Moved by Ed Schiller/Seconded by Domenic Rampone

THAT the Agricultural Advisory Committee recommends that Council support Development Permit Application No. DP17-0046 for the property located at 3240 Pooley Road, Kelowna, BC for a winery lounge expansion in the Agricultural Land Reserve.

Defeated

Tarsem Goraya, Domenic Rampone & Jeff Ricketts - Opposed.

Moved by Domenic Rampone/Seconded by Ed Schiller

THAT the Agricultural Advisory Committee recommends that Council support Development Variance Permit Application No. DVP17-0055 for the property located at 3240 Pooley Road, Kelowna, BC, to vary the height of the proposed winery from 2 1/2 stories permitted to 3 stories proposed.

Defeated

Tarsem Goraya & Jeff Ricketts – Opposed.

ANECDOTAL COMMENTS:

The Agricultural Advisory Committee expressed concerns with the size of the area already taken up by existing structures on the subject property. The Committee expressed a concern with the footprint of the building taking up too much viable agricultural land and feels that the proposal does not provide a benefit to agriculture. The Committee also expressed a concern with parking issues in the area as a result of the size of the events taking place on the site.

3.4 3240 Pooley Road, A17-0001 - Wyn & Marion Lewis

Staff:

- Advised that this application has been withdrawn at the request of the Applicant.

3.5 5555 Lakeshore Road, Z17-0010 - Carmen Langstaff & Dana Johnson

Staff:

- Displayed a PowerPoint presentation summarizing the application regarding the proposed agricultural buffer located along the northern parcel boundary.
- Provided an overview of the proposal and City's Policy.
- Provided an overview of the Farm Protection Development Permit Guidelines.
- Provided an overview of the 1998 Agricultural Plan.
- Provided an overview of the Neighbouring Farmer's Concerns.
- Provided an overview of the development process.
- Requested that the Committee consider:

- Potential impacts to agriculture, both on the subject property and adjacent.;
 - Conditions of use to protect agriculture;
 - City of Kelowna Agriculture Policy; and
 - Recommendation to Council.
- Confirmed that the proposed subdivision is not a Committee or Council decision; it's solely up to the Subdivision Approving Officer.

AAC/Staff Discussion:

- A Committee Member commented that there is no buffer recommendation noted in the staff report.
- Staff advised that it would be a condition of rezoning that a Farm Protection Development Permit be issued prior to the rezoning of the subject property. Buffering would be required at that time.
- Buffering on the site will be a challenging endeavor due to the configuration of the site and the rocky nature of the soil.
- As part of the Farm Protection Development Permit, staff could request a farm residential footprint, outlining the location a house could be built, could be considered.
- Confirmed that the property currently has 2 water licenses from Okanagan Lake.
- The minimum parcel size in the RR1c zone is 1 hectare.

Kevin Johnson, Applicant's Representative:

- The access road that goes through the property is approximately 1/3.
- The access road is the separation line for the proposed 2 lots.
- Provided information regarding the viability of some of the soil on the site.
- Believes that the cannons for the birds should not be an issue.
- Does not believe that any overspray will have a negative impact.
- Provided information regarding the existing home and what is currently being grown on the site.
- As he and his wife get older, they are having trouble maintaining the lands.
- Could have 3 lots on the property, but would rather have 2. Does not want to develop high density.
- The property owners will be residing on the property.
- Responded to questions from the Committee Members.
- Would be willing to do some sort of buffering.
- Is not aware if the property has 'farm status'.
- Have owned the property for at least 10 years.

Moved by Domenic Rampone/Seconded by Jeff Ricketts

THAT the Agricultural Advisory Committee recommends that Council support Rezoning Application No. Z17-0010 for the property located at 5555 Lakeshore Road, Kelowna, BC in order to rezone the subject property from the A1 - Agriculture 1 zone to the RR1c - Rural Residential 1 with Carriage House zone to facilitate a two (2) lot subdivision to create two (2) rural residential lots, both with carriage houses.

Defeated

Domenic Rampone, Ed Schiller, Jeff Ricketts & Tarsem Goraya – Opposed.

ANECDOTAL COMMENTS:

The Agricultural Advisory Committee expressed a concern with respect to the proposed subdivision due to concerns with potential conflicts with additional neighbours in additional houses would have

adjacent the existing vineyard. The Committee acknowledged that it would be difficult to provide a buffer in this area.

- 3.1 4760 Lakeshore Road, DP17-0043 & DVP17-0044 – Ca’Solare Developments Inc.
- 3.2 2446 Harvard Road, Z17-0011 & DVP17-0027 – Wayne & Denise Henney

Due to a lack of quorum, Agenda Item Nos. 3.1 & 3.2 were deferred to the next Agricultural Advisory Committee meeting.

4. Minutes

Moved by Tarsem Goraya/Seconded by Domenic Rampone

THAT the Minutes of the February 9, 2017 Agricultural Advisory Committee meeting be adopted as circulated.

Carried

5. Next Meeting

The Acting Chair reminded the Committee Members that there is a meeting on March 13, 2017.

6. Termination of Meeting

The Acting Chair declared the meeting terminated at 7:30 p.m.

Ed Schiller, Acting Chair

/slh