

# 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 community<sup>1</sup>;
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.

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<sup>1</sup> 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 &amp; 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 &amp; 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

**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 &amp; 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
<b>3i</b>	Develop a "Good Neighbours" pamphlet that provides landowners with information about normal farm practices.	Lead: CoK	Community Planning Real Estate & Property Services
<b>4a</b>	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