REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Electoral Area "D" Service and Boundary Configuration Study Committee Agenda

Wednesday, December 8, 2021
6:00 – 8:00 pm

Via Zoom
https://us02web.zoom.us/j/84119183961?pwd=RjBhd2k4bkNVTytrZFIvZEZlT2hSdz09

PURPOSE From 6:00 pm to 8:00 pm on Wednesday December 8, 2021, the Electoral Area "D" Service and Boundary Configuration Study Committee will meet as part of the initial phase of the study. The Committee will have an opportunity to review drafts of four more Fact Sheets, will be reviewing (for a second time) Incorporation Insight paper on incorporation impacts, and will discuss upcoming public meeting dates and locations.

A. HOUSEKEEPING

- This meeting is being recorded
- Ensure to mute yourself except when speaking to reduce sound feedback.
- Reiterate project purpose / scope
- Format for including the EA Director/Alternate input on agenda items

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B. APPROVAL OF AGENDA

RECOMMENDATION 1
THAT the Agenda for the December 8, 2021 Electoral Area "D" Service and Boundary Configuration Committee be approved.

C. RECEIPT OF THE NOVEMBER 10, 2021 MEETING MINUTES

RECOMMENDATION 2
THAT the minutes of the November 10, 2021 Electoral Area "D" Service and Boundary Configuration Committee be received.

D. CONSULTANTS - Sherry Hurst & Allan Neilson

- Fact Sheets – the consultants will review four more Fact Sheets with the Committee, and bring back the paper on incorporation impacts (Incorporation Insight)
- Discussion regarding the timing and location of public meetings, possible venues, etc.

- Process for approving mail out

E. QUESTION PERIOD

F. ADJOURNMENT

ATTACHMENTS

The following documents are included in the agenda package for the Committee's review:

- November 10, 2021, Committee Meeting Minutes
- Draft Fact Sheets: Water Services, Transit Services, Administration Services, Provincial Services
- Draft Incorporation Insight: Incorporation Impacts
- Copy of Skaha Matters December advertisement/article
- Service and Fact Sheet Schedule

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Electoral Area "D" Service and Boundary Configuration Committee

MINUTES

Wednesday, November 10, 2021

COMMITTEE MEMBERS PRESENT:

Matt Taylor
Phyllis Radchenko
Vi Creasey
David Forst
Kerrie MacLean
Bob Daly
Kay Medland
Eleanor Walker
Kurt Hiebert

COMMITTEE MEMBERS ABSENT: Myleen Mallach,

EX-OFFICIO COMMITTEE MEMBERS PRESENT:
Electoral Area "D" Director, R. Obirek

GUESTS PRESENT: Consultant, Sherry Hurst, Leftside Partners Inc.

STAFF PRESENT:
C. Malden, Manager of Legislative Services
J. Zaffino, Manager of Finance
C. Ozaraci, Administrative Assistant

A. CALL TO ORDER

The Meeting was called to order at 6:20 pm.

B. HOUSEKEEPING

Reminder that the meeting is being recorded and ensure to mute except when speaking.

C. APPROVAL OF AGENDA

Agenda was approved. CARRIED

D. RECEIPT OF THE OCTOBER 13, 2021 MEETING MINUTES

The minutes were received. CARRIED

E. CONSULTANT –Sherry Hurst

The Consultant presented the following five fact sheets and one Incorporation Impacts. The committee

was asked to provide comments on each.

- **ENVIRONMENTAL SERVICES**
- **EMERGENCY SERVICES**
- **ECONOMIC DEVELOPMENT**
- **BYLAW ENFORCEMENT**
- **PLANNING & BUILDING**

F. QUESTION PERIOD

Caren Walker, consultant for Restoration by Liam appeared and provided an update on a matter specific to an application in the community, unrelated to this committee scope.

G. ADJOURNMENT

The meeting adjourned at 8:05 pm

RDOS Area "D" Service & Boundary Study
Fact Sheets
DRAFT - December 2021

WATER SERVICES

➢ What service is provided?

Within Area "D", the Regional District of Okanagan-Similkameen (RDOS) currently provides domestic and irrigation water to 28 connections in the community of Sun Valley. Aside from the Sun Valley system, the remaining residents of Area "D" receive water from other providers, including private utilities, irrigation or improvement districts and strata corporations.

In November 2021 the Okanagan Falls Irrigation District (OFID) applied to the RDOS to transfer the OFID water, cemetery and Centennial Park services to the RDOS. If successful, the conversion process will result in the dissolution of the OFID and transfer of responsibility for administering and operating the services to the RDOS, along with its assets and liabilities. The process is guided by the Ministry of Municipal Affairs, and requires a Cabinet order to dissolve the OFID and transfer responsibility to the RDOS. At the time of writing, the water service is still owned and delivered by OFID.

In addition to owning and administering the water system for Sun Valley, the RDOS facilitates Area "D" participation in the Okanagan Basin Water Board (OBWB).

Sun Valley
The Sun Valley Water System was transferred to RDOS in 2017. The water system consists of a combination of pumps and a 60,000 gal concrete reservoir. The system supplies 28 connected properties with water for a combination of residential and irrigation use. The current connections consume the full allotment of licensed water from the well and so no further connections are able to be added at this time.

Okanagan Basin Water Board
The RDOS is a partner in the OBWB. The OBWB was created in 1970 as a collaboration of the three Okanagan regional districts (North Okanagan, Central Okanagan and Okanagan-Similkameen) to provide a coordinated approach to water management and water issues that span the basin. The OBWB delivers programs and activities to promote sustainable water management, and to protect and enhance the quality of life and environment in the Okanagan Basin. OBWB promotes best water management practices by supplying science, information, grants and other incentives with a focus on projects and programs that benefit the Okanagan watershed as a whole. The Board also undertakes advocacy, and has a communication and coordination role to reduce fragmentation in policy and planning, and to improve links between local and senior governments.

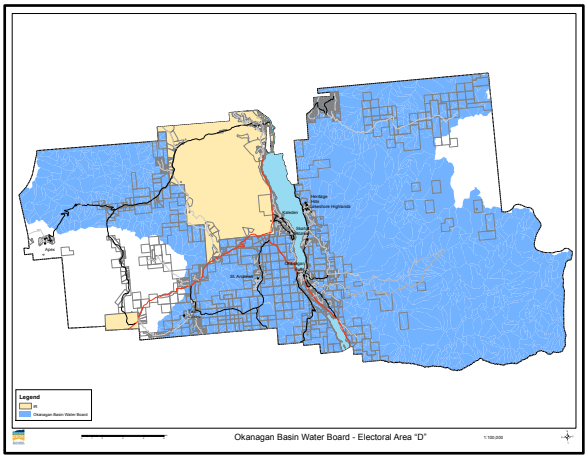
The Board's three main programs are focused on collaborative water management, water quality improvement and aquatic weed/milfoil management, with the overall objective of supporting sustainable water supplies, clean water for drinking, and healthy lakes and streams.The OBWB is not a regulatory agency, and does not enact or enforce law, but it does have taxation authority.

The three Okanagan regional districts appoint three directors each, and the Board also includes representatives from the Okanagan Nation Alliance, the Water Supply Association of BC, and the Okanagan Water Stewardship Council. The Water Stewardship Council is a 34-member advisory body to the OBWB and a local source of technical expertise. The Stewardship Council

includes representatives from diverse water stakeholders, including the RDOS.

Within the RDOS the municipalities of Penticton, Summerland, Osoyoos and Oliver, as well as all of Electoral Areas C, E, F, and parts of Areas A, D, G, H and I participate in, and contribute to the Okanagan Basin Water Board. Penticton Indian Band is also a contributing partner. Figure 1 shows the participating areas within Area "D".

Figure 1: OBWB Area "D" and "I" Service Area



➢ Who makes decisions?

Decisions regarding the operation of the OBWB and expenditure of its budget are made by the OBWB Board that includes three representatives from RDOS. Each OBWB Board member has an equal vote on decisions (one director, one vote). On financial matters, only the representatives of the regional districts may vote. The Board also relies upon advice from the Watershed Stewardship Council. The OBWB does have taxation authority, and can therefore determine, through approval by the OBWB, an appropriate budget and taxation rate to be recovered through the participating areas of each of the regional districts (RDNO, RDCO, RDOS). Operational procedures for the OBWB require unanimous approval by the three regional districts.

Decisions regarding water supply and distribution for Sun Valley are made by the full RDOS board, because the service is only provided to one Electoral Area.

Decisions for water in areas served by an improvement or irrigation district are made by the board of trustees for the improvement or irrigation district, which is elected by area property owners. The board of trustees makes resolutions, enacts bylaws, and assesses and collects taxes in accordance with legislation.

Private utilities are regulated through the Comptroller of Water Rights, under the *Water Utility Act* and the *Utilities Commission Act*. The Province's Utility Regulation Section ensures that water systems are properly designed and constructed prior to the sale of lots and that utilities provide safe and adequate water service at rates that are fair, reasonable and sufficient to operate their water systems sustainably.

All of the water systems – including those owned and operated by the RDOS, or by improvement/irrigation districts and private utilities, must also meet the requirements of the *Drinking Water Protection Act* as enforced by the Interior Health Authority.

➢ Who delivers the service?

The RDOS delivers nine water systems throughout RDOS; currently Sun Valley is the only one located within Area "D". RDOS public works staff deliver the service. This includes the engineering division, which provides capital infrastructure upgrades for water, and the operations division, which maintains the nine water systems.

Other water services are delivered by a combination of private utilities and irrigation and improvement districts.

The OBWB service is delivered by OBWB staff. The Water Board has 7 staff, including an executive director, water stewardship director, operations and grants manager, communications director, policy and planning specialist and milfoil control crew members.

➢ What is spent by RDOS on the service?

Figure 2 shows the total 2021 budgeted cost for the Sun Valley water system and the OBWB. The amount referenced for the OBWB reflects the total cost allocated to the RDOS, including the cost associated with all participating areas in the region (4 municipalities and portions of 8 electoral areas). The portions of Area "D" that are within the service area contributed $44,171 toward the OBWB service.

Figure 2
Cost of Services
2021

Service Component	Cost[1]
Sun Valley Water	$82,858
Okanagan Basin Water Board[2]	$738,948
Total	**$821,806**

1 Cost estimates are from adopted 2021 budget figures

2 This is the cost of the service provided to all participating areas in RDOS

In addition to the service cost, there is also an operating reserve account created for the Sun Valley service. At the end of 2020 that reserve account totaled $56,866.

➢ How are the costs recovered?

User fees is the primary source of funding for Sun Valley water. They are levied per parcel based on the basic user fee, plus an additional fee that relates to the volume of water supplied (number of gallons per minute dole valve). On occasion, user fees are supplemented by amounts from the reserve account.

There are other fees associated with any RDOS water system that are paid as needed, including connection fees, inspection fees, valve turn requests, etc. The Sun Valley water system also has a Capital Expenditure Charge of $1,000 per lot, which would be paid when new lots are created; however, the Sun Valley system does not currently have the infrastructure capacity to add new users to the system.

The OBWB service is recovered through property tax levied on all properties within the participating areas.

➢ What is the cost to a typical residence?

The cost of the OBWB service is recovered from Electoral Area "D" taxpayers on the basis of property assessments. In 2021 a residence assessed at $450,000 in Area "D" paid approximately $15, as shown in Figure 3. Sun Valley water user fees include a base user fee, plus a rate depending on the dole valve size. The base rate for properties connected to the Sun Valley water system is shown in Figure 3.

Figure 3
Cost Impact on Typical Residence
2021

Service	Tax Req.[1]	Res. Rate	Owing[2]
Sun Valley Water System	n/a	n/a	$1,643
OBWB	$738,948	0.0325	$14.63

1 Tax requisition amount excludes 5.25% Surveyor of Taxes fee

2 Impact is calculated on a home assessed at $450,000. Note that the Sun Valley amount is the user fee regardless of assessed value, and only includes the base rate and not any additional fee based on valve size

➢ What impact would incorporation have on these services?

A new municipality would become responsible for any water systems provided by either the RDOS or by improvement or irrigation districts that are contained within the new municipal boundary. Those provided by private utilities would not change as a result of incorporation, and could continue to be provided privately. There would be no obligation for the municipality to acquire or provide those water systems.

There are four improvement districts within Area "D,"[1] so if any of those were to be encompassed by a municipal boundary, the improvement/irrigation district would be dissolved, and the assets would become owned by, and the service provided by, the municipality. This is a legislated requirement, and must occur within four years of incorporation.

Although a new municipality would become responsible for providing water services, that does not mean that the municipal staff would have to deliver the service. Municipalities are responsible for providing the services, but can decide how those services are delivered. In some cases, municipalities may choose to participate in shared service arrangements with other jurisdictions in the region, including having services provided by the regional district. For instance, the municipality will have authority for making decisions on water, and ownership of the infrastructure; however, it may choose to contract the water operations to the RDOS.

Regardless, there would be a change in governance. Within a municipality, it would be the municipal Council that would have the authority to make decisions regarding the water service, service levels, user fees and delivery models.

Given that the Sun Valley water service would continue to be paid directly by the water users, there are no significant impacts on the cost of water services that would occur as a direct result of incorporation. For any water service currently provided by an irrigation or improvement district, there may be changes to the cost of the service as a result of meeting the standards prescribed by the new municipality. However, municipalities are eligible to apply for grants for the municipal water systems. While provincial and federal grants are options for RDOS water systems (i.e. Sun Valley), the irrigation and improvement districts in Area "D" are not eligible for grant funding.

A newly incorporated municipality would continue to participate in and contribute to the Okanagan Basin Water Board through the RDOS.

[1] Skaha Estates Improvement District, Okanagan Falls Irrigation District, Rolling Hills Waterworks District, and Vaseux Lake Improvement District

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TRANSIT SERVICES

➢ What service is provided?

Electoral Area "D" is serviced by BC Transit through the South Okanagan-Similkameen Transit system. There are two separate services that apply to Area "D" – regional transit, which all the RDOS municipalities and electoral areas contribute to, as well as Area "D" Transit services, which are only provided to and paid by a defined service area within Area "D".

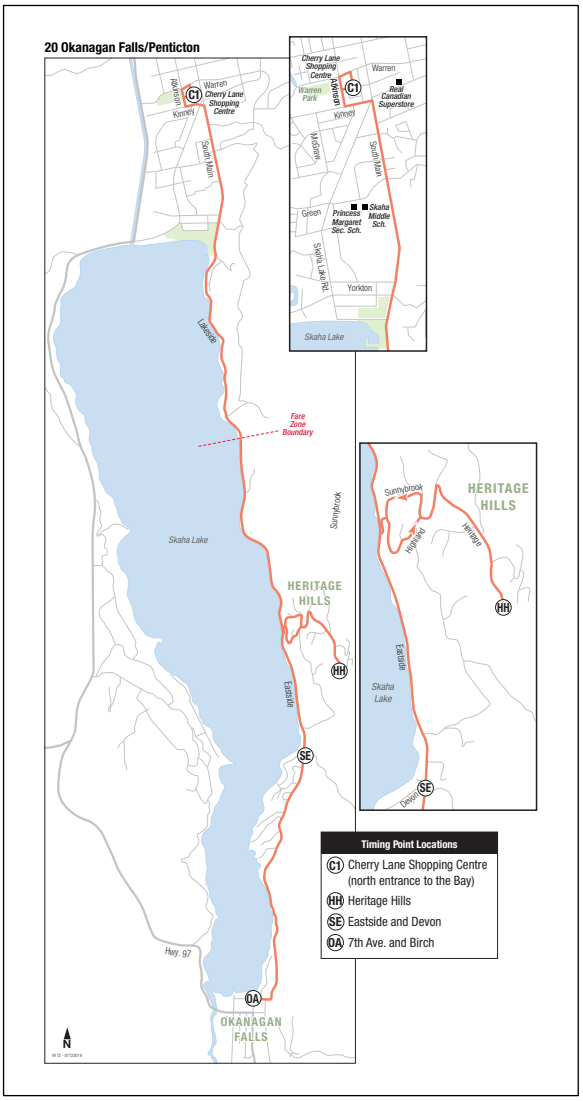
Area "D" Transit
The #20 bus provides five times daily return service between Penticton and Okanagan Falls along the east side of Skaha Lake via Eastside Road, with service extending into Heritage Hills subdivision. The #21 bus provides five daily local service loops within Okanagan Falls community, two of which extend service up to Peach Cliff estates. The Area "D" routes are shown in Figure 1.

Area "D" also benefits from the #40 route that provides twice daily return service between Osoyoos and Penticton, although it travels through Area "I" and not Area "D". That route does stop in Okanagan Falls, but is not funded by Area "D".

Regional Transit
BC Transit offers a route that helps to connect RDOS with the Central Okanagan. The #70 bus route connects Penticton to Kelowna via Summerland, Peachland, Westbank, and West Kelowna. That route is funded regionally.

In addition to connecting the southern Okanagan communities, this service is often referenced as "Health Connection" route, as it is funded in part Interior Health. BC Transit offers "Health Connections" service aimed at providing communities with accessible transportation options to non-emergency medical appointments. Passengers must call to arrange their trips. Generally this route is planned along the #40 route.

Figure 1: Route #20



➢ Who delivers the service?

BC Transit delivers the service on behalf of the regional district. Operation of buses, including management of drivers and vehicle maintenance is handled by Penticton Transit Service Ltd. on contract to the RDOS and BC Transit.

➢ Who makes decisions?

Decisions about transit fares, routes and service levels are made by the RDOS Board of Directors. In making its decisions, the Board considers information and planning advice provided by BC Transit.

The Board is also guided by the Transit Future Plan, which was completed in 2015 in partnership with BC Transit. The plan sets out an implementation strategy for short and long-term transit investments. BC Transit and the RDOS are currently engaged in a planning process known as the Transit Future Action Plan. The goal of the South-Okanagan Similkameen Transit Future Action Plan is to update the 2015 Transit Future Plan to help guide decision-making for transit in the South Okanagan-Similkameen Regional Transit System. The update is currently in the engagement phase.

The RDOS electoral area directors and board make decisions on whether to create or participate in specific services. Decisions regarding both the regional service and the local Area "D" service are made by the full Board.

➢ What is spent by RDOS on the services?

The cost of the regional transit and the Area "D" transit services are provided in Figure 2. The amount of the Area "D" service was reduced in 2021 budget, due in part to the COVID-19 pandemic and decrease in ridership during this time. The budget forecast for future years for this service is closer to $130,000, rather than the $109,228 in 2021.

It is also useful to note that the RDOS has operating reserve accounts for most services. The Area "D" transit service has a reserve account balance of $18,852 at the end of 2020, and the regional transit service operating reserve balance was $5,108.

Figure 2
Cost of Services
2021

Service	Cost[1]
Regional Transit	$295,682
Area "D" Transit	$109,228
Total	**$404,910**

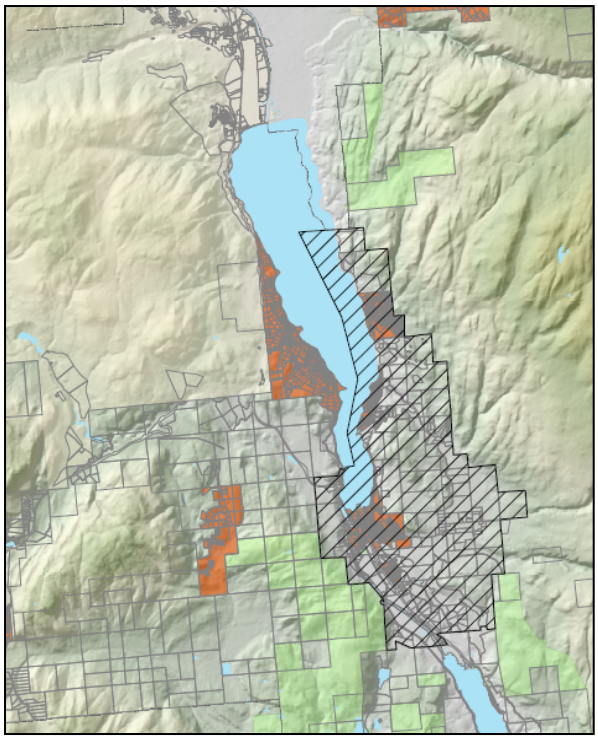
1 Cost estimates are from adopted 2021 budget figures

➢ How are the costs recovered?

Area "D" Transit

The Area "D" Transit system is recovered through a combination of tax requisition from the service area (see the crosshatched area in Figure 3), as well as passenger fares, and some grant funding. In 2021 a much lower rate than usual was anticipated to be recovered from passenger fares ($5,375 as opposed to $13,000). It should be noted that only

Figure 3: Area "D" Transit Service Area



those properties within the service area shown in Figure 3 contribute to the Area "D" Okanagan-Similkameen Transit System.

Regional Transit

The RDOS cost of the Okanagan-Similkameen Transit System is recovered through a combination of property taxes based on assessed value (land and improvements) throughout all of the RDOS, as well as transit fares, and some grant funding from the Interior Health Authority and provincial government. The tax requisition, fare recovery and overall operational budget were lower for the service in 2021 than that budgeted for subsequent years. In 2021 the service also received a safe start provincial grant of close to $35,000 to help fund the service.

➢ What is the cost to a typical residence?

Figure 4 provides the tax impacts to a typical Area "D" residence for transit service. Transit fares for service would be in addition to the amounts shown below. Fares for local service are $2.25 on the Okanagan-Similkameen Transit System (free for children under 12). The regional routes are $4, or $5 for route #70 which provides connection from Penticton through Summerland to Peachland, Westbank, West Kelowna and Kelowna.

Figure 4
Cost Impact on Typical Residence
2021

Service	Tax Req.[1]	Res. Rate	Owing[2]
Regional Transit	$216,008	0.0086	$3.88
Area "D" Transit[3]	$85,131	0.0774	$34.82
Total			**$38.70**

1 Tax requisition amount excludes 5.25% Surveyor of Taxes fee

2 Impact is calculated on a home assessed at $450,000

3 Rate only applies to a portion of Area "D" (within the service area only)

➢ What impact would incorporation have on these services?

A new municipality would become responsible for providing transit services; however, it is anticipated that the new municipality would continue to participate in the regional transit service, and would perhaps have their own contract directly with RDOS and City of Penticton to guide their own municipal service (similar to that of Area "D" transit service now). No changes to cost or service level would be required as a result of incorporation.

As noted with all services, there would be a change in governance. Within a municipality, it would be the municipal Council that would have the authority to make decisions regarding the transit service, and a municipal director would participate in discussions at the RDOS Board level regarding service levels and cost for regional services.

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PROVINCIAL SERVICES

➢ What services are provided?

Roads

As in all unincorporated areas, local roads in Area "D" are owned by the provincial government and managed by the Ministry of Transportation and Infrastructure (MOTI). MOTI's road management function includes regular maintenance of the roads and their associated drainage, plus periodic road resurfacing and rehabilitation works. Specific tasks include:

- road sweeping
- snow clearing and ice control
- ditch clearing
- pothole patching
- gravel road maintenance
- signage maintenance
- crack sealing
- traffic management

The Ministry is responsible for all types of public roads in unincorporated areas, from multi-lane provincial highways to two-lane rural roads, and from paved suburban streets to gravel roads. The only roads the Ministry is not responsible for are strata (i.e., private) roads.

The province is divided into 28 service areas. MOTI engages private contractors in multi-year agreements to undertake routine maintenance, repairs, upkeep of surrounding electrical infrastructure and application of pavement markings in each service area. Area "D" is located within Service Area 8 – South Okanagan. The contractor responsible for Area 8 is Aim Roads. The value of the 10-year contract (signed in 2019) is approximately $17.7 million per year (amounts are adjusted annually for inflation and changes to infrastructure). The contract is scheduled to expire on March 31, 2029.

All MOTI contractors, including Aim Roads, sign a Highway Maintenance Agreement which includes specifications related to maintenance of road surfaces, control of roadside vegetation (including noxious weeds), drainage, winter clearing, traffic signs, etc. The maintenance specifications describe what services are to be provided, and set out minimum standards for completed work as well as performance timelines. Detailed specifications for all aspects of maintenance are available on the MOTI website.

Some MOTI minor capital upgrades were completed in recent years within Area "D" including a bus pullout on Eastside Road, replacement of a paved shoulder for approximately 50 m on Eastside Road, and some culvert replacements on Eastside and McLean Creek are underway. The Ministry also completed a $10 million upgrade to create 1.5 km of passing lanes in both directions on Highway 97 in Area "C" just south of the Area "D" border (and before the Town of Oliver).

Police

Under the *Police Act*, the provincial government must provide policing and law enforcement to all unincorporated areas, and to municipalities with fewer than 5,000 people. Service is delivered by the Royal Canadian Mounted Police (RCMP) pursuant to the province's Provincial Police Service Agreement (PSSA) with the federal government.[1]

[1] The RCMP is designated as BC's Provincial Police Service in the PSSA.

Under the terms of the agreement, the provincial government pays 70% of the base cost; the federal government pays the remaining 30%. The province recovers a portion of its costs from local taxpayers through the Police Tax. This tax covers a portion of the cost required to fund the RCMP Provincial Service's "general duty" and "general investigative" services.

The RCMP Provincial Service can be broken into two main categories:

- *Detachment Policing* — This category delivers local police services to municipalities under 5,000 population and unincorporated areas by means of uniformed patrols, response-to-call duties, investigative services, community-based policing, traffic enforcement, and administrative support to provincial detachments.

- *Provincial Police Infrastructure (PPI)* — PPI provides services to the entire province, including RCMP-policed municipalities and municipalities with their own police departments. The PPI has the capacity and expertise to resolve high risk incidents; target organized crime, gang violence, and serial crimes; respond to existing and emerging crime trends; and provide security and policing services for large scale, community events and emergencies. The PPI also includes capital-intensive items such as boats and aircraft.

Area "D" is served by the Penticton RCMP detachment, which has seven provincially funded rural police officers to serve a population of approximately 12,246 (2019 numbers).

In addition to the provincially funded police officers, the RDOS funds a Crime Stoppers and Community Policing officer working out of the Penticton RCMP detachment. The RDOS also provides subsidies for Victim Services programs, as noted and accounted for in the Emergency Services Fact Sheet.

➢ Who delivers the service?

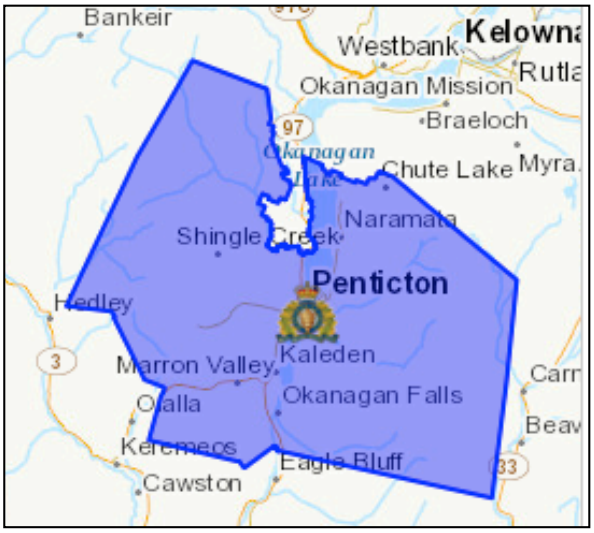
Roads

Under its maintenance contract, Aim Roads is expected to meet defined service obligations and specifications related to maintenance of road surfaces, control of roadside vegetation, drainage maintenance, winter clearing, traffic signs and other items. The specifications describe the services as well as minimum standards and performance timelines. Staff in MOTI's District Office oversee the contract.

Police

The RCMP provides policing personnel. Civilian staff (municipal and federal public employees, and volunteers) support police operations.

Figure 1: Penticton RCMP Detachment Service Area



➢ Who makes decisions?

Roads

Decisions on road maintenance and upgrading are made by MOTI through its District Office. The District Office has some discretion over the allocation of spending, but is constrained by budgetary decisions and priorities set in Victoria. Resurfacing and capital projects are identified at the district level, and then are compared and prioritized across the broader region (the Southern Interior Region is comprised of 5 districts).

Electoral area directors have no authority over the way MOTI allocates its budget. Directors may, however, make representations to the provincial government.

Through its long-range land use planning, the Regional District addresses local transportation needs and preferences in an effort to influence Ministry decisions. Area "D" has not yet updated its official community plan (OCP) since 2013 (prior to when the electoral area was divided into two). Regardless, the OCP identifies objectives and policies as a means of informing MOTI of the RDOS and local interests related to roads. Safety of all transportation modes is a key theme in the OCP. Policies in the OCP include:

- The location of Highway 97, which extends through Okanagan Falls, has a significant impact on local travel safety and pedestrian safety.
- Encouraging the Province to identify and make improvements that will increase the safety at the intersection of 10th Avenue and Highway 97, and the intersection of 9th Avenue and Main Street (Highway 97).
- Encouraging the development of walkways and bicycle routes particularly within Okanagan Falls.
- Rights of Way acquired by the Province for major roads are encouraged to be developed wide enough to accommodate bicycle and pedestrian traffic as well as vehicular traffic.
- Will work with the Province to identify grades, roadway widths, and other road standards that may be more appropriate for this area than the Province-wide standards, while recognizing that roads need to meet standards regarding function, safety, maintenance and emergency vehicle access.
- Encourages the Province to engage with the community when continuing to undertake capital works to improve the safety of Eastside Road and provide adequate paved road widths for bicyclists and pedestrians.

Police

The Officer in Charge (OIC) of Penticton South Okanagan Similkameen regional detachment meets with the RDOS Board of Directors on a quarterly basis, and provides feedback and input on areas of interest in the region. This includes regional statistics and detachment priorities. The OIC provides oversight to the six RCMP detachments within the RDOS.

While the RDOS can lobby for a specific number of Provincial police officers, the Province determines the appropriate number assigned to each detachment.

Decisions about priorities and day-to-day policing

RCMP provincial police services are governed by the *Police Act* and the PPSA. The Solicitor General is responsible for ensuring that adequate and effective policing services are maintained throughout BC. The Solicitor General also has the authority to set overarching priorities, goals and objectives for the Provincial Police Service; the Commanding Officer of the BC RCMP is required to implement them. Day-to-day decisions and operational matters are under the internal management and control of the RCMP.

While the Minister is responsible for setting police priorities, the RCMP is expected to consult with local leaders. Specifically, Detachment Commanders are expected to engage Indigenous and local governments within the detachment service area in establishing local policing priorities.

Decisions about resource levels

Decisions on resource levels and "authorized strength" for unincorporated areas, and for municipalities with fewer than 5,000 people, involve the RCMP and Province, but are driven by the RCMP's analyses of workloads and needs. The RCMP maintains internal processes for local detachments to request adjustments to authorized strength for unincorporated areas, and for municipalities with fewer than 5,000 people. These requests are forwarded to BC RCMP Headquarters to be evaluated and considered by the Province in the broader context of the entire Provincial Police Service. Options available to the RCMP include:

- determining that the provincial detachment is resourced adequately to meet its workload needs

- proposing a re-allocation of resources from within the Provincial Police Service to augment the unit; and,

- proposing an increase to the unit.

Any changes to the organizational structure of the Provincial Police Service, including changes to provincial detachment units, requires agreement between the BC RCMP and the Solicitor General, as per the PPSA.

➢ What is spent on the services?

Roads
MOTI spends approximately $407 million annually on highway contracts throughout the province. The annual figure for the most recent South Okanagan (Area 8) contract — the area in which Electoral Area "D" exists — is $17.7 million for the 2019-2020 fiscal year. This amount is adjusted annually to reflect changes to the infrastructure, as well as inflation. Based on the 2,330 km of roads included in Area 8, the contract equates to approximately $7,600 of maintenance costs per road kilometre. This figure includes maintenance costs for highways through the area, including Highway 97.

Police
The rural Police Tax is set and collected by the Province of British Columbia. The total rural Police Tax collected from RDOS Electoral Area "D" for 2021 was approximately $165,000. In addition, RDOS funds victim services programs, which were outlined in the Emergency Services Fact Sheet.

➢ How are the costs recovered?

Roads
Residents in electoral areas pay a rural area property tax to the province that is not paid by taxpayers in municipalities. While there is no direct relationship between the rural area tax and the funding of roads, the tax is often described as a source of funding for provincial services, including local roads, to residents in unincorporated areas.

Police
The cost of police service for Area "D" is paid 70% by the province and 30% by the federal government. A portion of the provincial funding is recovered through the Police Tax from local property owners, and other portions are recovered from the rural tax. In 2019, the Police Tax raised a total of $31 million province-wide, which accounted for 31% of the province's share of rural and small community costs. The maximum that can be raised through the police tax is 50% of the province's share. Revenues go into the province's Consolidated Revenue Fund.

➢ What is the cost to the typical resident?

Figure 2 shows the cost of the rural tax rate as well as the police tax on a residence within Area "D" valued at $450,000.

Figure 2
Cost Impact on Typical Residence
2021

Service	Area "D" Tax Req.	Res. Rate	Owing[1]
Rural Tax (roads)	$608,225	0.45	$202.50
Police Tax	$164,626	0.1218	$54.81
	Total $772,851		**$257.31**

1 Impact is calculated on a home assessed at $450,000

➢ What impact would incorporation have on these services?

Roads
A decision by local electors to incorporate would result in the transfer of responsibility for, and ownership of, the local road network from the provincial government to the new local government. The transfer would empower the municipal council to:

- change road classifications and maintenance standards

- set priorities for annual and long-term capital road works, and integrate the works with other servicing priorities and projects
- give priority to alternate modes of travel such as walking and cycling
- integrate land-use planning and road planning decisions
- identify commercial truck routes in the municipality (not on the provincial highway)
- develop a strategy for financing growth-related infrastructure (e.g., grants, reserves, capital borrowing, development cost charges)

Based on experiences in past incorporation initiatives, the new council could face pressure to upgrade certain roads, and, in general, increase the level of investment in the local road network. The new municipal council would have considerable discretion over the local roads budget and how it is spent.

Police

For a new municipality within Area "D", little would change regarding the delivery of police services in the short term. Given the current population of the electoral area, regardless of where the municipal boundaries, the municipality would not exceed 5,000 and therefore not be responsible for providing and paying for policing within its municipal boundaries.

With respect to decision-making, the RCMP would be expected to consult the Mayor and Council of the new municipality on the development of the local Annual Performance Plans. The municipality's policing priorities would be reflected in these plans.

Although the RCMP would continue to service the new municipality from the Penticton detachment, the costs of policing would change as a result of incorporation. Specifically, a higher municipal rate for the Police Tax would be applied in place of the rural rate.[2] Depending on the specific boundary, there may also be a slight shift in tax burden in the new municipality because of the weighting of residential vs. non-residential assessment. Incorporation of a portion of Area "D" may also result in an adjustment to the police tax amount paid in the remaining electoral area.

If a proposed municipality was close to a population of 5,000, then a more refined level of assessment of police services and impacts would be conducted as part of the incorporation study. Once a Census determines that a municipality exceeds a population of 5,000, then as of April of the year following the Census, the new municipality would become responsible for paying for police services.

At that time, as per the *Police Act*, the municipality would have the option of providing its own police department, contracting with an adjacent municipality with an existing municipal police department or by entering into an MPUA with the Province to contract the RCMP as the municipal police service.[3] If the municipality chose to enter into the MPUA to contract the RCMP, the federal government would pay 30% of the RCMP cost-base to the municipality's 70%. The impact of the 30% that the community would become responsible for would depend upon the authorized strength and many other factors, but in all instances, exceeding the 5,000 person threshold represents a significant increase over the contributions paid through the police tax prior to that change.

[2] Unincorporated areas receive a $0.10 per $1,000 assessed value reduction in the Police Tax, known colloquially as the "rural dime" tax rate reduction. This reduction reflects the fact that unincorporated areas also pay the provincial rural area tax, some of which could be considered a contribution to rural police services. After incorporation, the new municipality would no longer receive this "rural dime" reduction.

[3] Currently there are no adjacent municipal police departments within the Okanagan Similkameen regions. Outside of Vancouver Island and the Lower Mainland, only Nelson has a municipal police department.

RDOS Area "D" Service & Boundary Configuration Study
Incorporation Insight
DRAFT November 2021

INCORPORATION IMPACTS

What is the purpose of this paper?

Electoral Area "D" of the Regional District of Okanagan Similkameen is currently undergoing a *Services and Boundary Configuration Study*. The study proposes to examine the services provided in Electoral Area "D", and to identify any issues or concerns with services or governance. The study includes consideration of different boundary configurations and explores the high-level impact that incorporation would have on political representation, governance structure and service provision.

The *Services and Boundary Configuration Study* does not presume that an incorporation study will proceed. Ultimately the Study Committee must contemplate whether an incorporation study might be an appropriate future step, and if so, identify the most suitable boundary for that subsequent analysis.

As part of the *Services and Boundary Configuration Study*, this paper is therefore intended to communicate some of the high-level impacts that can be anticipated to occur as a result of incorporation. The purpose is to help the Committee and residents become familiar with some of the impacts that incorporation would have, to help them appreciate and consider whether they believe incorporation is an option worth exploring for their community.

➢ What happens when a community incorporates?

Incorporating as a municipality triggers a number of changes and impacts for a community. Some of those changes occur right away, while others develop over time. There are impacts due to the legislative changes statutory requirements, and transferred services and others that evolve due to the changes in governance and local control afforded by the new governance and local Council structure.

An examination of newly formed municipalities reveals many impacts – changes in tax levels, services, and governance. However, it is important to understand and distinguish between changes that happen as a result of incorporation, and those that occur because the locally-elected Council has the authority and flexibility to respond to its individual community's needs. Indeed, this is why it is difficult to compare municipalities and their paths – not all the changes that occur in a new municipality can or should be understood as impacts that are directly attributable to incorporation itself, nor should they be expected in all incorporation scenarios.

For instance, a municipality has the flexibility to determine service levels for their own community, and has the authority to regulate certain areas that a regional district does not. However, it does not necessarily follow that service levels will increase, nor that the municipality will choose to utilize those new authorities to create regulations. The purpose of this paper is therefore to identify those changes that happen *as a result of* incorporation. How those changes in governance and authority are used, is ultimately what will determine the impacts for any individual community. However, those impacts, and the cost implications will vary depending on the individual situation.

➢ What service changes occur?

Once incorporated, a municipality will become the local government for the community, and

responsible for most local government services currently provided by the regional district[1]. Incorporation will also trigger the transfer of some services from the province that were previously provided to electoral areas, including the authority for local roads (not provincial highways) and for subdivision approval. Municipalities do not have the option to refuse – transfer of the ownership and responsibility for local roads happens automatically upon incorporation.

New Municipal Services*

- ✓ *Local roads*
- ✓ *Subdivision approval*
- ✓ *Tax notices and collection*
- ✓ *Municipal hall*
- ✓ *Irrigation/Improvement District services*

** not currently provided to Area "D" by RDOS*

An incorporated municipality would also become responsible for providing tax notices to residents, collecting taxes and, where applicable, remitting the balances to the various authorities (i.e. RDOS, Province, BC Assessment authority, school board, etc.). That service is provided to electoral area residents by the Provincial Surveyor of Taxes. Because this would no longer be a function provided by the Surveyor of Taxes, municipal residents do not pay the 5.25% provincial fee for each tax collected.

Another service that would become the responsibility of a new municipality would be any utility or service currently operated by an improvement or irrigation district, that is wholly located within the new municipal boundary. There are four improvement districts within Area "D," so if any of those were to be encompassed by a municipal boundary, the improvement/irrigation district would be dissolved, and the assets would become owned by, and the service provided by, the municipality.

As a municipality there are some areas that of regulation that are options for municipalities, that are otherwise not available to regional districts – one of the primary ones is business licencing. Most municipalities choose to regulate businesses, and create business licences to implement that service. However, just because a new municipality would have that new authority does not mean it would necessarily choose to provide that service.

Although a new municipality would become responsible for providing local government services such as planning, that does not mean that the municipal staff would have to deliver the service. Municipalities are responsible for providing the services, but can decide how those services are provided. In some cases, municipalities may choose to participate in shared service arrangements with other jurisdictions in the region, including having services provided by the regional district. For instance, the municipality will have authority for making decisions on garbage and recycling collection; however, it may choose to continue to have that service delivered by the regional district, who provides the service to many electoral areas and the Village of Keremeos.

Because the municipality would become responsible for providing services, as well as having a municipal Council as the governing body, a municipality requires a municipal hall. While not a new "service" a hall is necessary as an office for staff, as well as an area for Council to convene and to host public meetings.

It is worth noting that some services are currently required to be provided at the regional level, such as solid waste management and regional growth strategy planning. These regional services would continue to be provided by the region, and upon incorporation the new municipality would automatically become one of the participating jurisdictions.

➢ What about service level changes?

Most services will not experience changes that occur as a result of incorporation. Often municipalities may determine that a different service level is warranted or desired, based on community input and priorities, but for most services this is not a requirement of incorporation.

[1] There are some exceptions for services that are required, by statute, to be provided by the regional district, such as regional growth strategies and solid waste management planning.

An example is local road standards. The Province has established road standards, as well as maintenance standards for its provincial roads, and the roads in Area "D" are created and maintained based on those standards. Municipalities have the opportunity to adopt their own standards – everything from right-of-way and pavement widths, storm drainage infrastructure, sidewalks or walking paths, bike lanes, to roadside clearing, street sweeping, patching or frequency of snow clearing – may be different than those associated with the provincial rural areas. However, municipalities are not required to create higher standards than those currently provided to Area "D" by the province. It is not a requirement of incorporation that municipal road standards or maintenance requirements be higher than the standards provided by the Province.

Municipal Service Level Increases (required)

- ✓ *Municipal fire service – increased service level*

One notable exception is in the fire suppression. If a fire suppression service is provided by a municipality, there are some additional standards and service levels that the department is required to provide, in accordance with the *Fire Services Act*. One of those services is providing fire investigations. This is not typically a service offered by most volunteer fire departments operating in electoral areas, due in part to the expertise and time involved.

➢ How does governance change?

When a municipality is created, the RDOS would be replaced as the local government by the new municipal corporation; similarly, the RDOS's Board of Directors would be replaced as the local governing body by the new Municipal Council for the newly incorporated area.

Municipal Governance

- ✓ *Locally elected council (5 or 7 members)*
- ✓ *Municipal director on RDOS Board*

Council would consist of a mayor and either 4 or 6 councillors[2], all of whom would be elected at-large to represent the community as a whole. Council, together, would be responsible for making all major decisions, including those related to the establishment of new services and programs, the review and approval of major development applications, and the passing of the annual financial plan (i.e., budget). Significantly, Council would also determine local road standards and other road-related matters.

Residents

In addition to electing their council members, residents of the new municipality would be involved in local decision-making through consultation processes, much as residents of Area "D" are today. Council could establish a citizen-based Advisory Planning Commission (APC) to comment on development applications and land-use matters and could also create a recreation commission to guide that service, similar to that already created for recreation in Okanagan Falls.

Resident electors would have some role to play in approving certain decisions of Council through the alternative approval (petition) process and/or assent votes. The range of decisions on which approval would be required in the municipality, however, would be different than that which exists in Electoral Area "D". Municipal electors would need to approve long-term borrowing, decisions to enter into public-private partnerships, the disposal of local utilities and certain types of parkland, and certain other decisions, just as electors do today in Area "D". Decisions by Council to establish new services would not be subject to elector approval.

Regional District

A new municipality would become a RDOS member municipality, along with Penticton, Summerland, Oliver, Osoyoos, Keremeos and Princeton. Council would appoint one of its members to the RDOS Board of Directors as a Municipal Director. This Director would vote at the Board table on all corporate matters (e.g., adoption of the annual financial plan), and in

[2] Council size is determined during the incorporation process.

decisions on services in which the municipality participated.

Provincial Government
The provincial government would have diminished authority over local services in a new municipality. Specifically, the province would no longer make decisions related to local roads, and would no longer have authority over subdivision approval.[3] The province would still, however, make decisions concerning local policing.

➢ What are the high-level cost impacts?

Upon incorporation, there are some changes both to the revenue sources available to incorporated municipalities, but also to how the taxation tools can be used.

Revenue Sources
Changes in municipal revenue sources include:
- grants from other governments
- agreements
- tax on private utilities

Grants
Unconditional grants are provided to local governments without any need for applications, and without restrictions or reporting requirements on their use. Both regional districts and municipalities receive unconditional grants from the Province. The regional district receives the *Basic Grant* and the municipalities receive *Small Communities Grant*. The Basic Grant is based on population, in both the electoral areas and entire region, and the Small Communities Grant is a function of a base amount plus an amount based on population. Both grants represent relatively minor sources of revenue for the local governments; the intention is that the grants assist in the payment of administration costs.

Similar to the province's *Small Community Grant*, the *Community Works Fund*, which is part of the Federal Gas Tax program, requires no application. Monies awarded, however, are not unconditional in that they can only be expended on eligible projects as outlined in the program requirements. Local governments must also report annually on the projects and their outcomes. The RDOS currently receives Gas Tax funding for the electoral areas; incorporated municipalities receive their own allocation of the Community Works Funding.

Aside from the Gas Tax, most conditional grants are competitive, application-based grants awarded to local governments to assist in funding specific projects. The federal and provincial governments are the principal providers of such grants. Many grant programs are focused on infrastructure and capital projects, including public works projects related to sewer, water and roads services, or are directed towards affordable housing, internet services or child care spaces. Other grants focus on financial and community planning. Which grants a local government is eligible for depends upon the services they offer. While both regional districts and municipalities are eligible for the same grants, regional districts are sometimes limited to two applications, which can result in electoral areas "competing" to be prioritized for a regional grant application with other areas or communities in the region. Municipalities submit one application per grant.

Agreements
The *Community Charter* gives municipalities the authority to grant a franchise for the provision of natural gas within their borders – a provision not available to regional districts. In total, 75 municipalities in BC, including many in the Interior, have exercised this authority and have granted a franchise to Fortis BC. Under these agreements, Fortis shares 3% of its gross revenues of natural gas sales made within the municipality in exchange for the right to operate within the local government's roads and rights-of-way. The agreements also absolve Fortis from paying any approval, license, inspection or permit fee from the municipality. Because Area "D" has Fortis natural gas service, a new municipal council could choose to enter into a franchise agreement as an additional source of revenue. The amount that the new local government could expect to receive would depend upon the boundaries of the municipality, and number of natural gas users.[4]

[3] The province would remain in control of Highway 97, which is designated a provincial highway.

[4] As an example, the Town of Oliver received $47,559 in 2020

Tax on Private Utilities

Inside municipalities, private utility companies do not pay property value taxes on some of their improvements (e.g., telephone lines). Instead, the utilities pay a special tax equivalent to 1% of revenue generated inside the municipality. In unincorporated areas, these assets are taxable and contribute towards services. The resulting utility tax received by a municipality depends on the boundary, and utilities inside.[5]

Municipal Finance

- ✓ *Grants allocated to municipality (unconditional grants)*
- ✓ *Utilities 1% tax*
- ✓ *Option for franchise fee (Fortis)*
- ✓ *Ability to change tax ratios*

Tax Ratios

The primary tool to assist local governments in raising revenues is property taxes. The ability to levy property taxes is available to both regional districts and municipalities. Property taxes are applied to the assessed values for eight different property classes. Both municipalities and regional districts set tax rates to enable them to recover their costs through property taxes.

Tax ratios are different than tax rates. The 'tax ratio' is the tax rate levied on a class divided by the tax rate levied on the residential class. The tax ratios for all regional districts are the same, and are shown in Figure 1. As the table shows, for most of the non-residential tax classes the tax ratio is greater than 1, which means that business properties pay a higher rate of tax than residential properties.

Tax ratios in the unincorporated areas are set by the provincial government and apply to any property taxes levied by a regional district or an improvement district.[6] These local governments can adjust property tax rates but not tax ratios. The tax ratios shown in Figure 1 were first established by the province in the mid 1980s and have never been changed.

In contrast, municipalities have almost complete discretion over tax rates and tax ratios.[7] Municipalities can adjust tax ratios to change the proportion of taxes levied from each class. A municipality therefore has the option of setting tax ratios different to those prescribed by the province for unincorporated areas. The new municipal council would make the decision on the appropriate allocation of taxes among the various property classes. The result could be that the municipality chooses to recover a different proportion of the tax burden from different property classes.

Figure 1
2021 Tax Rates and Ratios
Area "D" Economic Development

Property Class	Tax Rate[1] ($/$1,000)	Tax Ratio
Residential	$0.1379	1.00
Utilities	$0.4827	3.50
Major Industry	$0.4689	3.40
Light Industry	$0.4689	3.40
Business/other	$0.3379	2.45
Managed Forest	$0.4137	3.00
Recreation/Non-profit	$0.1379	1.00
Farm	$0.1379	1.00

[1] [1] Tax Rate excludes 5.25% Surveyor of Taxes fee

➢ What does this mean for residents?

While the responsibility for services and various financial recovery tools change with incorporation, not all changes will translate into impacts for residents or taxpayers bottom line.

The transfer of decision-making authority from the province to the municipality also includes a transfer in the cost to municipal taxpayers. Local taxpayers would become fully responsible for the cost of maintaining local roads, for processing and approving

[5] As an example, the Town of Oliver received $99,312 in 2020.

[6] The fixed tax ratios do not apply to parcel taxes, nor do they apply to the provincial rural area tax.

[7] Municipalities are restricted by the ratio that can apply to utilities. The maximum tax rate levied on a Utility (Class 2) property is the greater of $40 per 1,000 or 2.5 times the Business (Class 6) property tax rate.

subdivisions, and for delivering tax notices. However, residents would no longer pay for the provincial rural tax, which is used by the province to fund roads. Similarly, although a new municipality would recover administration costs, including the collection of taxes, from municipal residents, those residents would no longer have to pay the 5.25% premium on their taxes previously recovered the cost of providing that service to electoral areas.

Not all municipal services will be associated with a reduction in costs elsewhere. Some costs, such as a municipal hall, may represent a new item for local residents. However, the costs of capital assets can be borrowed and paid back over long periods of time, to reduce the impact.

Given the current population of Area "D" is estimated at 4,198, policing services for a new municipality would continue to be provided by the province. However, the police tax that helps to recover the cost of that service does change upon incorporation. In addition, municipalities nearing the 5,000 population threshold need to keep in mind the implications associated with policing a community of more than 5,000. Once over 5,000, the municipality would have the option of providing its own police department, contracting with an adjacent municipality with an existing municipal police department or by entering into an agreement with the Province to contract the RCMP as the municipal police service.

If a municipality enters into an agreement with the province, the federal government pays 30% of the RCMP cost-base to the municipality's 70%. Municipalities are responsible for 100% of certain costs, such as the detachment building, holding cells, furniture and civilian support staff. Municipalities with more than 5,000 people that are policed by municipal police department, or that contract with the municipal department in an adjacent municipality, must pay 100% of their policing costs.

The Province also recognizes the impact of the transfer of some of the services and responsibilities to a newly incorporated municipality. The transition to paying for roads, in particular, is a significant change. Accordingly, as part of incorporation process, the provincial government creates a "provincial offer" that provides some grants and assistance to help in the transition to become a new municipality.

Some potential components of a previous provincial offers include:

- Community planning grant to assist in the conversion and transition of key policy documents and bylaws
- Service transition grant
- Per capita municipal restructure assistance
- Roads assistance – continued operations and maintenance of local roads at provincial levels for a period of up to 5 years
- Incorporation referendum assistance

One of the purposes of a detailed incorporation study, is therefore the closer examination of each of these impacts – how they translate into taxes, and whether, given the specific boundary, tax base, population and service characteristics, those impacts offset each other, if the differences are minimal, or where they may be more significant. The cumulative impact of all the changes varies depending on the services provided, the population, the total amount, as well as the characteristics of the assessment base of the incorporation area. The provincial offer is also an important consideration in the incorporation study process to determine the impact on residents.

SUMMARY OF INCORPORATION IMPACTS

New municipal services*

- ✓ Local roads
- ✓ Subdivision approval
- ✓ Tax notices and collection
- ✓ Municipal hall
- ✓ Irrigation/Improvement District services

Municipal Service level increases

- ✓ Municipal fire service – increased service level required if provided by municipality

Municipal governance

- ✓ Locally-elected council (5 or 7 members)
- ✓ Municipal director on RDOS Board

Municipal finance

- ✓ Grants allocated to municipality (unconditional grants)
- ✓ Utilities 1% tax
- ✓ Option for Franchise Fee (Fortis)
- ✓ Ability to change tax ratios

** not currently provided to Area "D" by RDOS*

Area “D” Service & Boundary Configuration Study Update

Get Informed, Get Involved, Have Your Say!

After many years of informal discussion about the relative merits of regional district and municipal governance, Area “D” is in the first stage of the Area “D” Service and Boundary Configuration Study designed to:

- *Assess the state of governance and service delivery and related concerns in Area “D”*
- *Gauge interest among the citizens in pursuing the question of incorporation*
- *Identify the preferred boundary configuration for any subsequent incorporation study*

This study forms the first step of the larger, lengthier incorporation process. The role of the Committee, supported by its consultants, is to gather and present information to the citizens of Area “D” in an impartial and balanced way, and to give citizens the opportunity to make an informed decision on further exploring the question of incorporation.

This current study has four stages:

1. **Fact Sheets** ~ The first stage of the study involves the preparation of “Fact Sheets” with a description of RDOS services (planning and building, sewer, emergency, bylaw enforcement, etc.) detailing decision making, delivery and costs, and a high-level look at potential impacts of incorporation on each service. The Fact Sheets will be completed in December 2021, and available to the public on the RDOS Regional Connections website. An overview of the Fact Sheets will be mailed out to all Area “D” residents in the new year - watch for it in your mailbox!
2. **Engaging Residents** ~ The second stage will be communicating and engaging with residents through a series of neighbourhood meetings and panel discussions. (January/February 2022)
3. **Boundary Options** ~ The third stage will examine boundary options and survey residents to gauge community preferences. (March/April 2022)
4. **Final Report** ~ The final stage will be the final report with recommendations on the preferred boundary configuration, a synopsis of service impacts, and a summary of findings from the public engagements. (May 2022)

After receipt of the final report, the RDOS will determine whether to recommend proceeding with a request for a formal Incorporation Study through the Ministry of Municipal Affairs.

Follow us online at RDOS Regional Connections, for our progress, to review the information, to attend meetings and to submit questions ... https://rdosregionalconnections.ca.

FACT SHEET & INCORPORATION INSIGHTS SCHEDULE

FACT SHEET	SERVICE	ALL OF AREA D	PORTIONS OF AREA D	SCHEDULE
REGIONAL DISTRICT GOVERNANCE				Oct
SOLID WASTE AND RECYCLIING				Oct
	Curbside recycling and garbage collection Area D		x (areas outside OK Falls)	
	Curbside Recycling/Garbage OK Falls		x (OK Falls)	
	Illegal dumping	x		
	Solid waste management	x		
	Refuse Disposal/Landfill Operations	x		
LIBRARY				Oct
	Okanagan Regional Library	x		
PARKS & RECREATION				Oct
	Regional parks and trails	x		
	Ok Falls Parks, Recreation and Facilities		x (OK Falls)	
SEWER				Oct
	Okanagan Falls Sewer		x (OK Falls)	
	Septage disposal	x		
EMERGENCY SERVICES				Nov
	Emergency planning	x		
	911 Emergency Call System	x		
	Fire protection		x (OK Falls)	
	Victim assistance contribution	x		
PLANNING AND BUILDING				Nov
	Electoral area planning	x		
	Subdivision servicing	x		
	Regional Growth Strategy	x		
	Building Inspection	x		
	Heritage Conservation	x		
	Heritage Hills Street Lighting		x (Heritage Hills)	
BYLAW ENFORCEMENT				Nov
	Noise control	x		
	Untidy/unsightly premises	x		
	Animal control	x		
ECONOMIC DEVELOPMENT				Nov
	Area D Economic Development	x		
	Regional economic development (Ok Film)	x		
ENVIRONMENTAL SERVICES				Nov
	Nuisance control	x		
	Mosquito control	x		
	Invasive species	x		
	Sterile insect release	x		
	Destruction of Pests (weeds and insects)	x		
	Environmenal conservation service	x		
WATER				Dec
	Sun Valley water service		x (Sun Valley only)	
	Okanagan Basin Water Board	x		
ADMINISTRATION				Dec
	Electoral area government administration	x		
	General govenrment regional administration	x		
	Grant in Aid program	x		
	Rural Projects (Area D)	x		
TRANSIT				Dec
	Electoral Area D Transit System service		x (Lakeshore Highlands, Vintage Views, Heritage Hills and Skaha Estates)	
	Regional transit	x		
	South Okanagan transit system		x (select properties in OK Falls)	
PROVINCIAL SERVICES				Dec
	Roads	x		
	Policing	x		

INCORPORATION INSIGHTS	
Incorporation Study process	Oct
High level incorporation impacts	Nov
Municipal boundary considerations	Jan