

City of Kelowna
Regular Council Meeting
AGENDA



Monday, March 12, 2018
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

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

2. Confirmation of Minutes

3 - 6

PM Meeting - March 5, 2018

3. Development Application Reports & Related Bylaws

3.1 Springfield Rd 3054, Z17-0078 - Hyung Ja Eo

7 - 13

To rezone the subject property from RU1 – Large Lot Housing to RU1c – Large Lot Housing with Carriage House to legalize the existing carriage house.

3.2 Springfield Rd 3054, Z17-0078 (BL11573) - Hyung Ja Eo

14 - 14

To give Bylaw No. 11573 first reading in order to rezone the subject property from the RU1 – Large Lot Housing zone to RU1c – Large Lot Housing with Carriage House zone.

3.3 Text Amendments to the CD12 Airport Zone – Bylaw Extension

15 - 16

To extend the deadline for adoption of Text Amendment Bylaw No. 11298 to July 31, 2018.

4. Bylaws for Adoption (Development Related)

4.1 Various Addresses, BL11527 (OCP17-0027) - City of Kelowna 17 - 26

Requires a majority of all members of Council. (5)

To adopt Bylaw No. 11527 in order to change the Future Land Use designations on portions of the subject properties in order to amend boundary lot lines.

4.2 Various Addresses, BL11536 (Z17-0107) - City of Kelowna 27 - 41

To adopt Bylaw No. 11536 in order to change the zoning on portions of the subject properties in order to amend boundary lot lines.

4.3 Maple St 1847, BL11541 (Z17-0070) - Robert and Marianne Law 42 - 42

To adopt Bylaw No. 11541 in order to rezone the subject property from the RU1 - Large Lot Housing zone to the RU1c - Large Lot Housing with Carriage House zone.

5. Non-Development Reports & Related Bylaws

5.1 Contract for Dispatch for Regional District of Central Kootenay 43 - 63

To have Council approve a five (5) year contract, with a five (5) year renewal clause, to provide fire dispatch and records management to the RDCK.

5.2 Healthy Housing Strategy Proposed Actions 64 - 118

To update Council on the progress of the Healthy Housing Strategy and to receive input on the proposed actions prior to the second phase of consultation.

6. Mayor and Councillor Items

7. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, March 5, 2018
 Location: Council Chamber
 City Hall, 1435 Water Street

Members Present Mayor Colin Basran, Councillors Maxine DeHart, Ryan Donn, Tracy Gray, Gail Given, Mohini Singh and Luke Stack

Members Absent Councillors Charlie Hodge and Brad Sieben

Staff Present Deputy City Manager, Joe Creron; City Clerk, Stephen Fleming, Recreation Technician, Amber Gilbert*; Divisional Director, Active Living & Culture, Jim Gabriel*; Community Planning Department Manager, Ryan Smith*; Urban Planning Manager, Terry Barton*; Legislative Coordinator (Confidential), Arlene McClelland

(* Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:31 p.m.

Mayor Basran advised that the meeting is open to the public and all representations to Council form part of the public record. A live audio and video feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

Moved By Councillor Donn/Seconded By Councillor DeHart

R216/18/03/05 THAT the Minutes of the Regular Meetings of February 26, 2018 be confirmed as circulated.

Carried

3. Committee Reports

3.1 43rd Annual Civic & Community Awards, Finalist Announcement

Staff:

- Introduced Wayne Moore, Chair, Sports Committee and Member of Civic & Community Awards Steering Committee

Wayne Moore, Chair, Sports Committee and Member of Civic & Community Awards Steering Committee

- Displayed a PowerPoint Presentation summarizing the award finalists.
- Encouraged the public to attend the Awards Ceremony Sunday, April 15, 2018 at the Laurel Packinghouse.

Moved By Councillor DeHart/Seconded By Councillor Stack

R217/18/03/05 THAT Council receives, for information, the report from the Active Living & Culture, Recreation Technician, dated March 5, 2018, that outlines the 43rd Annual Civic & Community Awards night, with the 2017 finalist names being announced during the PM council meeting on Monday March 5, 2018.

Carried

4. Development Application Reports & Related Bylaws

4.1 Mugford Ave 135, HD15-0001 - St. Aidan's Church Heritage Designation Bylaw

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Donn/Seconded By Councillor Gray

R218/18/03/05 THAT Council consider a Bylaw for a Heritage Designation of the building commonly known as "St. Aidan's Church" and for the building envelope as set out in Schedule A as attached to the Report from the Community Planning Department for the property legally known as Lot A Section 26 Township 26 ODYD Plan EPP51686, located at 135 Mugford Road, Kelowna, BC, as a Municipal Heritage Site pursuant to Section 611 of the Local Government Act;

AND FURTHER THAT the Heritage Designation Bylaw be forwarded to a Public Hearing for further consideration.

Carried

4.2 Mugford Rd 135, HD15-0001 (BL11570) - St. Aidan's Church Heritage Designation Bylaw

Moved By Councillor Gray/Seconded By Councillor Donn

R219/18/03/05 THAT Bylaw No. 11555 be read a first time.

Carried

4.3 HWY97 N 3976 Z17-0112 - Sweetwater Management Ltd

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Donn/Seconded By Councillor Gray

R220/18/03/05 THAT Rezoning Application No. Z17-0112 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1 Section 2 Township 23 ODYD Plan 42310 Except Plan EPP53293, located at 3976 Highway 97 N, Kelowna, BC from the P3 – Parks and Open Space zone to the I2 – General Industrial zone, be considered by Council;

AND THAT the Rezoning Bylaw be forwarded to a Public Hearing for further consideration;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated March 5, 2018;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered in conjunction with Council's consideration of a Development Permit for the subject property.

Carried

4.4 HWY 97 N 3976, Z17-0112 (BL11571) - Sweetwater Management Ltd

Moved By Councillor Donn/Seconded By Councillor Gray

R221/18/03/05 THAT Bylaw No. 11571 be read a first time.

Carried

4.5 Leon Ave 815 Z15-0027 Extension RTC - Lorne Prokopy

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Stack/Seconded By Councillor Singh

R222/18/03/05 THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Rezoning Bylaw No. 11354, be extended from March 5, 2018 to March 5, 2019;

AND THAT Council direct staff to not accept any further extension requests.

Carried

5. Bylaws for Adoption (Development Related)

5.1 Braeloch Rd 366, BL11517 (Z17-0082) - Richard Bazett

Moved By Councillor Donn/Seconded By Councillor Given

R223/18/03/05 THAT Bylaw No. 11517 be adopted.

Carried

5.2 Glenmore Rd 621, BL11535 (Z17-0106) - Mehdi Tehrani and Mandana Ghanyei

Moved By Councillor Stack/Seconded By Councillor DeHart

R224/18/03/05 THAT Bylaw No. 11535 be adopted.

Carried

6. Bylaws for Adoption (Non-Development Related)

6.1 BL11548 - Amendment No. 10 to Solid Waste Management Bylaw No. 10106

Moved By Councillor DeHart/Seconded By Councillor Stack

R225/18/03/05 THAT Bylaw No. 11548 be adopted.

Carried

7. Mayor and Councillor Items

Mayor Basran:

- Provided a statement regarding Council's position regarding the proposed Provincial Speculation Tax and assured that the community's best interest will be kept in mind.

Councillor Singh:

- Reminder of the International Woman's Day Celebration at Stuart Park on March 8th.

Councillor DeHart:

- Shout out to the Okanagan Hospice Association for their Dancing with the Stars Fundraiser this Saturday, March 10th.

Councillor Stack:

- Fully supports a reasoned approach with respect to the speculation tax as indicated by the Mayor.

Mayor Basran:

- Shout out to the KSS Girls Triple A Basketball Team on their first Provincial Championship.
- Shout out to the RSS Voodoos and KSS Owls teams heading to the Provincial Championships.

8. Termination

This meeting was declared terminated at 2:01 p.m.

Mayor Basran

/acm

City Clerk

REPORT TO COUNCIL



Date: March 12, 2018

RIM No. 1250-30

To: City Manager

From: Community Planning Department (TA)

Application: Z17-0078 **Owner:** Hyung Ja Eo

Address: 3054 Springfield Road **Applicant:** Urban Options Planning & Permits

Subject: Rezoning Application

Existing OCP Designation: S2RES – Single/Two Unit Residential

Existing Zone: RU1 – Large Lot Housing

Proposed Zone: RU1c – Large Lot Housing with Carriage House

1.0 Recommendation

THAT Rezoning Application No. Z17-0078 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 171, Section 23, Township 26, ODYD, Plan 22418, 3054 Springfield Rd, Kelowna, BC, from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone be considered by Council;

AND THAT the Rezoning Bylaw be forwarded to a Public Hearing for further consideration;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated March 12, 2018.

2.0 Purpose

To rezone the subject property from RU1 – Large Lot Housing to RU1c – Large Lot Housing with Carriage House to legalize the existing carriage house.

3.0 Community Planning

Community Planning supports the proposed rezoning from RU1 – Large Lot Housing to RU1 c – Large Lot Housing with Carriage House to legalize the existing carriage house. Legalizing the carriage house will close an open bylaw file bring the property into conformity.

The Official Community Plan (OCP) Future Land Use is designated as S2RES – Single/Two Unit Residential, which supports this modest increase in density and the property is located within the Permanent Growth Boundary. The concept of the carriage house is aligned with the OCP Urban Policy of Compact Urban Form – increasing density where infrastructure already exists.

Should Council support the proposed rezoning, the applicant would be required to take out a Building Permit to ensure the existing carriage house meets BC Building Code and to alter the existing carport in order to provide required parking for the carriage house.

4.0 Proposal

4.1 Background

The subject property was discovered to have an illegal suite and an illegal carriage house in June 2017. Bylaw enforcement required the applicant to decommission or legalize one or the other of the illegal dwellings. The applicant has applied for a decommissioning permit for the existing suite and has applied to rezone the subject property to legalize the carriage house.

4.2 Project Description

The existing single storey carriage house is located in the rear of the yard and does not contain a garage or carport component. The applicant will provide modifications to the existing carport and fence to provide required parking in the rear yard as there is no rear lane and parking in the front yard setback is not supported in this location. There are no variances contemplated with this application.

4.3 Site Context

The subject property is located on the north side of Springfield Road near Rutland Road S. It has a walk score of 30 which means it is a car dependent location.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 – Large Lot Housing	Single Family Dwelling
East	RU1 – Large Lot Housing	Single Family Dwelling
South	RU2 – Medium Lot Housing	Single Family Dwelling
West	RU1 – Large Lot Housing	Single Family Dwelling

Subject Property Map: 3054 Springfield Road



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Compact Urban Form.¹ Develop a compact urban form that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns. This will be done by increasing densities (approximately 75 - 100 people and/or jobs located within a 400 metre walking distance of transit stops is required to support the level of transit service) through development, conversion, and re-development within Urban Centres (see Map 5.3) in particular and existing areas as per the provisions of the Generalized Future Land Use Map 4.1.

6.0 Technical Comments

6.1 Building & Permitting Department

A full plan check will be done at time of Building Permit.

6.2 Development Engineering Department

Please see Schedule "A" attached to the Report from Community Planning dated March 12, 2018.

¹ City of Kelowna Official Community Plan, Policy 5.2.3 (Development Process Chapter).

7.0 Application Chronology

Date of Application Received: August 1, 2017
Date Public Consultation Completed: February 13, 2018

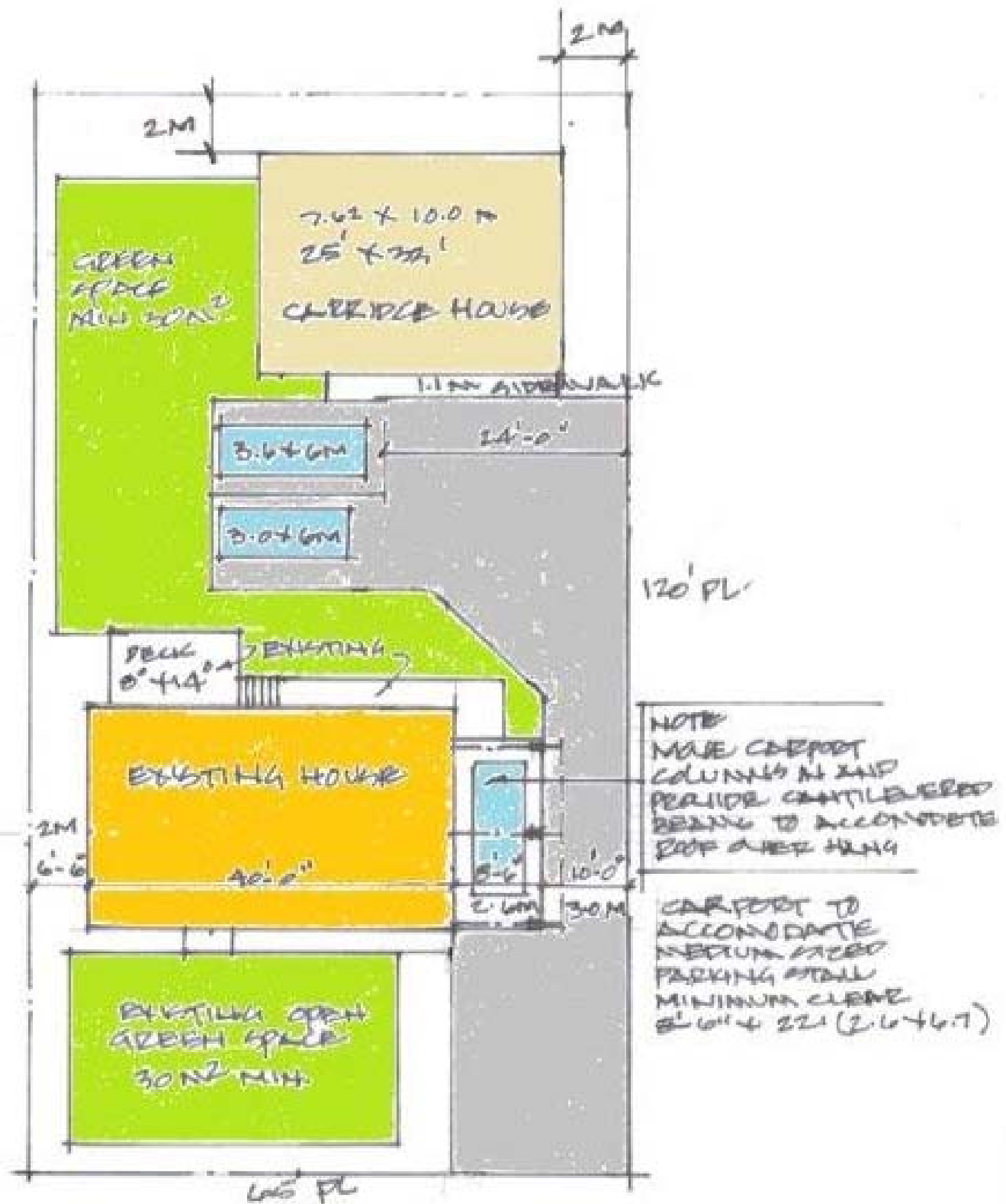
Report prepared by: Trisa Atwood, Planner II

Reviewed by: Adam Cseke, Planner Specialist Urban Planning

Approved for Inclusion: Terry Barton, Urban Planning Manager

Attachments:

Site Plan
Site Photos
Schedule "A": Development Engineering Memorandum



3054 SPRINGFIELD ROAD
SCALE 1/16" = 1'-0"



3054 Springfield Road
Current conditions



CITY OF KELOWNA
MEMORANDUM

Date: ~~August 31, 2017~~ September 13, 2017
File No.: Z17-0078 Revision
To: Community Planning (TB)
From: Development Engineering Manager (JK)
Subject: 3054 Springfield Rd Lot 171 Plan 22418 RU1 to RU1c Carriage House

Development Engineering has the following comments and requirements associated with this application. The utility upgrading requirements outlined in this report will be a requirement of this development.

1. Domestic Water and Fire Protection

Our records indicate that this property is currently serviced by RWD. No additional services required.

2. Sanitary Sewer

Our records indicate that this property is currently serviced with a 100mm-diameter sanitary sewer service. An IC is required to be installed by City crews. A 3rd party work order (obtained from City Yards) will be required to be filled out prior to installation.

3. Development Permit and Site Related Issues

Direct the roof drains onto splash pads.

Maximum one (1) driveway access per fronting road as per bylaw. Parking to accommodate exit onto Springfield without reversing onto street. Parking in front yard does not meet safety requirements due to the location on a collector road on a hill (visual safety concerns).

4. Electric Power and Telecommunication Services

It is the applicant's responsibility to make a servicing application with the respective electric power, telephone and cable transmission companies to arrange for service upgrades to these services which would be at the applicant's cost.



James Kay, P. Eng.
Development Engineering Manager

AM

CITY OF KELOWNA
BYLAW NO. 11573
Z17-0078 – 3054 Springfield Road

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 171 Section 23 Township 26 ODYD Plan 22418 located on Springfield Road, Kelowna, B.C., from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: March 12, 2018
File: 1250-04
To: City Manager
From: Laura Bentley, Planner Specialist
Subject: Text Amendments to the CD12 Airport Zone – Bylaw Extension

Recommendation:

THAT in accordance with Development Application Procedures Bylaw No. 10540, the deadline for the adoption of Text Amendment Bylaw No. 11298 be extended from November 1, 2017 to July 31, 2018.

Purpose:

To extend the deadline for adoption of Text Amendment Bylaw No. 11298 to July 31, 2018.

Background:

Council gave second and third readings to Text Amendment Bylaw No. 11298 for the CD12 – Airport zone on November 1, 2016, following Public Hearing. The Text Amendment is to support subdivision of City-owned land adjacent to the Airport (5837 & 5997 Highway 97 N), allowing the future properties to be used for light industrial and business support uses. Council gave second and third readings to Bylaw No. 11298 on November 1, 2016, following Public Hearing.

The Bylaw requires approval of the Ministry of Transportation and Infrastructure, and City staff have been working with the Ministry to determine appropriate conditions and restrictions on uses to address concerns related to traffic impacts. A restrictive covenant has now been registered on the relevant properties and staff expect the Ministry to approve the Bylaw shortly.

Staff are requesting that Council extend the deadline for adoption to allow time for the Ministry to approve the Bylaw.

Internal Circulation:

The Bylaw amendments were developed in conjunction with the Strategic Investments Department and with the support of the Kelowna International Airport.

Legal/Statutory Authority:

Section 479 of the *Local Government Act* allows the City to adopt a Zoning Bylaw which regulates uses and standards of development for properties in the municipality.

Legal/Statutory Procedural Requirements:

The Bylaw requires the approval of the Ministry of Transportation and Infrastructure.

Existing Policy:

The Airport is currently zoned CD12, a comprehensive development zone intended for the Airport.

Considerations not applicable to this report:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by: Laura Bentley, Planner Specialist

Approved for inclusion: Ryan Smith, Community Planning Department Manager

cc:

Strategic Land Development Manager

Attachment:

Bylaw No. 11298

CITY OF KELOWNA

BYLAW NO. 11527

OCP17-0027 - City of Kelowna – Official Community Plan Boundary Discrepancies

A bylaw to amend the "*Kelowna 2030* – Official Community Plan Bylaw No. 10500".

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

1. THAT Map 4.1 - **GENERALIZED FUTURE LAND USE** of "*Kelowna 2030* – Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of:
 - a) part of LOT 2 SECTION 17 TOWNSHIP 23 OSOYOOS DIVISION YALE DISTRICT PLAN KAP65503 located at Bennett Road, Kelowna, BC from the PARK – Major Park / Open Space (public) and S2RESH – Single / Two Unit Residential – Hillside designations to the S2RESH – Single / Two Unit Residential – Hillside and PARK – Major Park / Open Space (public) designations as shown on Maps A & B attached to and forming part of this bylaw;
 - b) part of LOT 1 SECTION 17 TOWNSHIP 23 OSOYOOS DIVISION YALE DISTRICT PLAN KAP65503 located at Bennett Road, Kelowna, BC from the PARK – Major Park / Open Space (public) and S2RESH – Single / Two Unit Residential – Hillside designations to the S2RESH – Single / Two Unit Residential – Hillside and PARK – Major Park / Open Space (public) designations as shown on Maps A & B attached to and forming part of this bylaw;
 - c) part of LOT 17 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP45757 located at Carnegie Street, Kelowna, BC from the PARK – Major Park / Open Space (public) designation to the S2RESH – Single / Two Unit Residential – Hillside designation as shown on Map C attached to and forming part of this bylaw;
 - d) part of LOT 16 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP45757 located at Carnegie Street, Kelowna, BC from the PARK – Major Park / Open Space (public) designation to the S2RESH – Single / Two Unit Residential – Hillside designation as shown on Map C attached to and forming part of this bylaw;
 - e) part of LOT 29 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP45757 located at Carnoustie Drive, Kelowna, BC from the S2RESH – Single / Two Unit Residential – Hillside designation to the PARK – Major Park / Open Space (public) designation as shown on Map C attached to and forming part of this bylaw;
 - f) part of LOT 12 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP42924 located at Carnoustie Drive, Kelowna, BC from the PARK – Major Park / Open Space (public) designation to the S2RESH – Single / Two Unit Residential – Hillside designation as shown on Map C attached to and forming part of this bylaw;
 - g) part of LOT 1 SECTIONS 20 AND 29 TOWNSHIP 29 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP51781 EXCEPT PLAN EPP55883 AND EPP60436 located on Fawn Run Drive, Kelowna, BC from the PARK – Major Park / Open Space (public) designation to the S2RESH – Single / Two Unit Residential – Hillside designation as shown on Map D attached to and forming part of this bylaw;

- h) part of LOT 1 SECTIONS 20 AND 29 TOWNSHIP 29 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP51781 EXCEPT PLAN EPP55883 AND EPP60436 located on Fawn Run Drive, Kelowna, BC from the S2RES – Single / Two Unit Residential and PSU – Public Services / Utilities designations to the PARK – Major Park / Open Space (public) and PSU - Public Services / Utilities designations as shown on Map E attached to and forming part of this bylaw;
 - i) part of LOT 1 SECTION 2 TOWNSHIP 26 OSOYOOS DIVISION YALE DISTRICT PLAN EPP72188 located on Mahonia Drive, Kelowna, BC from the REP – Resource Protection Area designation to the S2RES – Single / Two Unit Residential designation as shown on Map F attached to and forming part of this bylaw;
 - j) part of LOT 1 DISTRICT LOT 14 OSOYOOS DIVISION YALE DISTRICT PLAN EPP34822 located on Pandosy Street, Kelowna, BC from the MRM – Multiple Unit Residential (Medium Density) designation to the MXR – Mixed Use (Residential / Commercial) designation as shown on Map G attached to and forming part of this bylaw;
 - k) part of LOT A DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN EPP39101 EXCEPT PLANS EPP50977 AND EPP54107 located on Richter Street, Kelowna, BC from the COMM – Commercial designation to the EDINST – Educational / Major Institutional designation as shown on Map H attached to and forming part of this bylaw;
 - l) part of LOT 1 DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN EPP54107 located on St. Paul Street, Kelowna, BC from the EDINST – Educational / Major Institutional designation to the COMM – Commercial designation as shown on Map H attached to and forming part of this bylaw;
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 15th day of January 2018.

Considered at a Public Hearing on the 6th day of February, 2018.

Read a second and third time by the Municipal Council this 6th day of February, 2018.

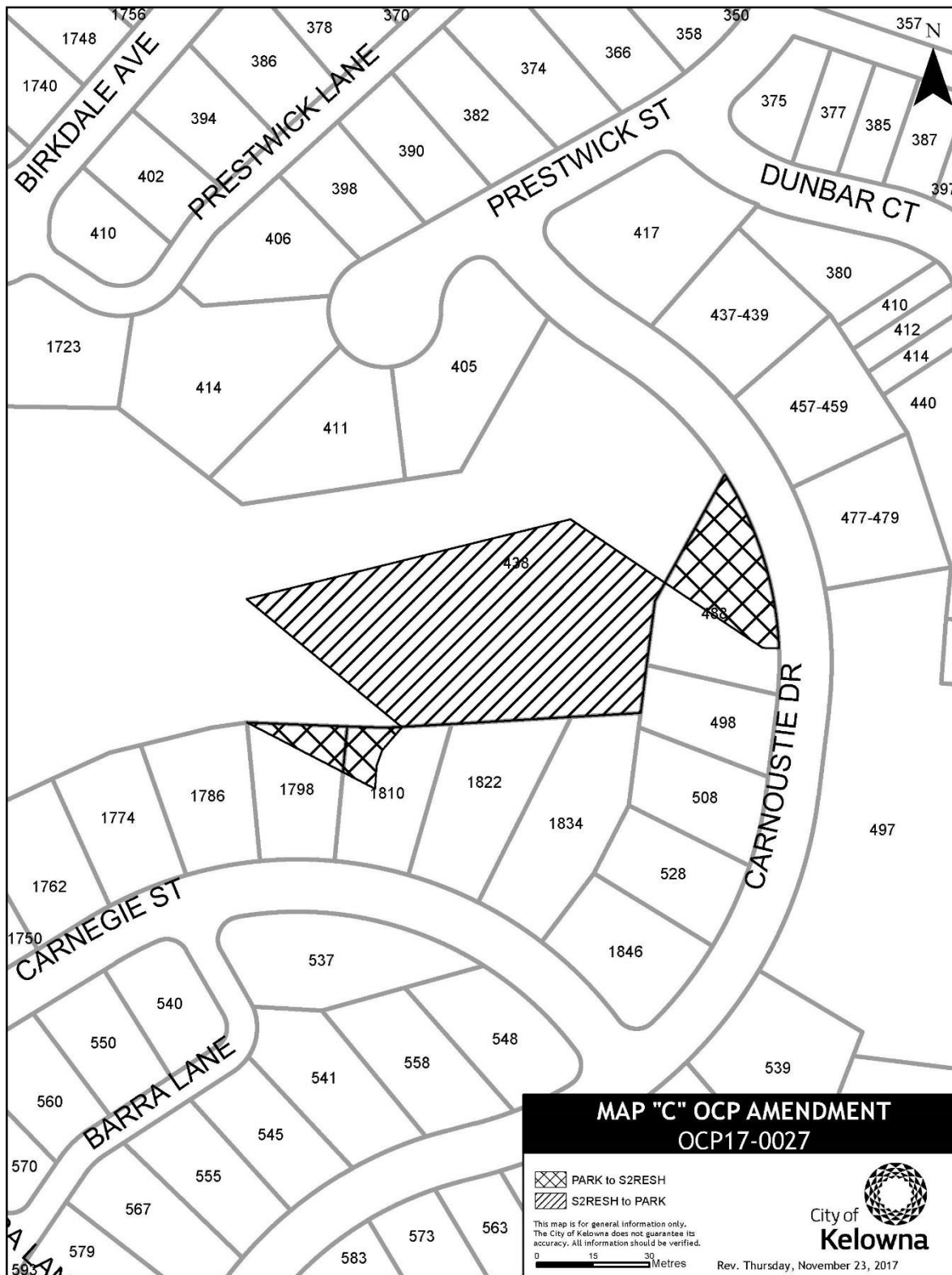
Adopted by the Municipal Council of the City of Kelowna this

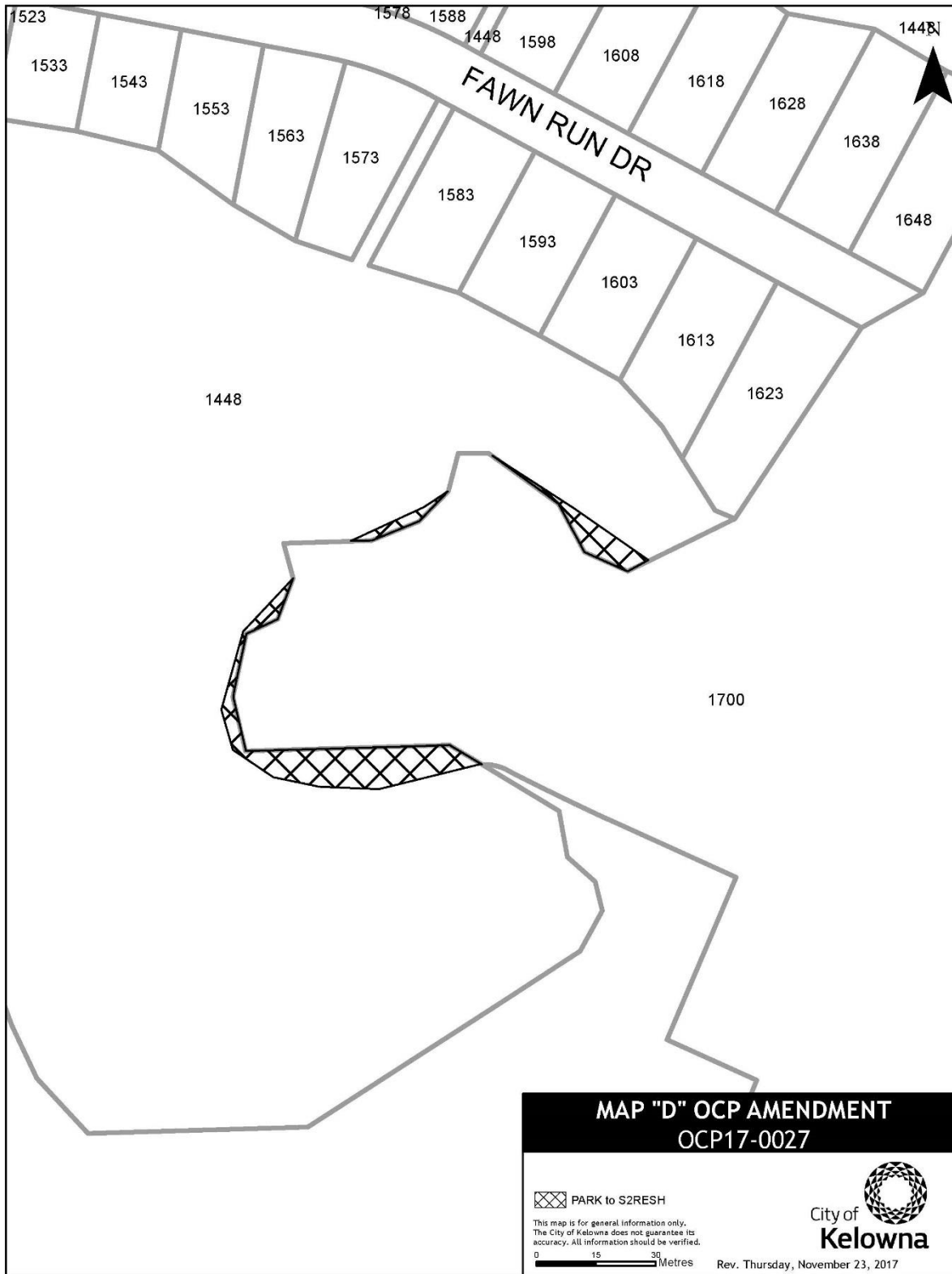
Mayor

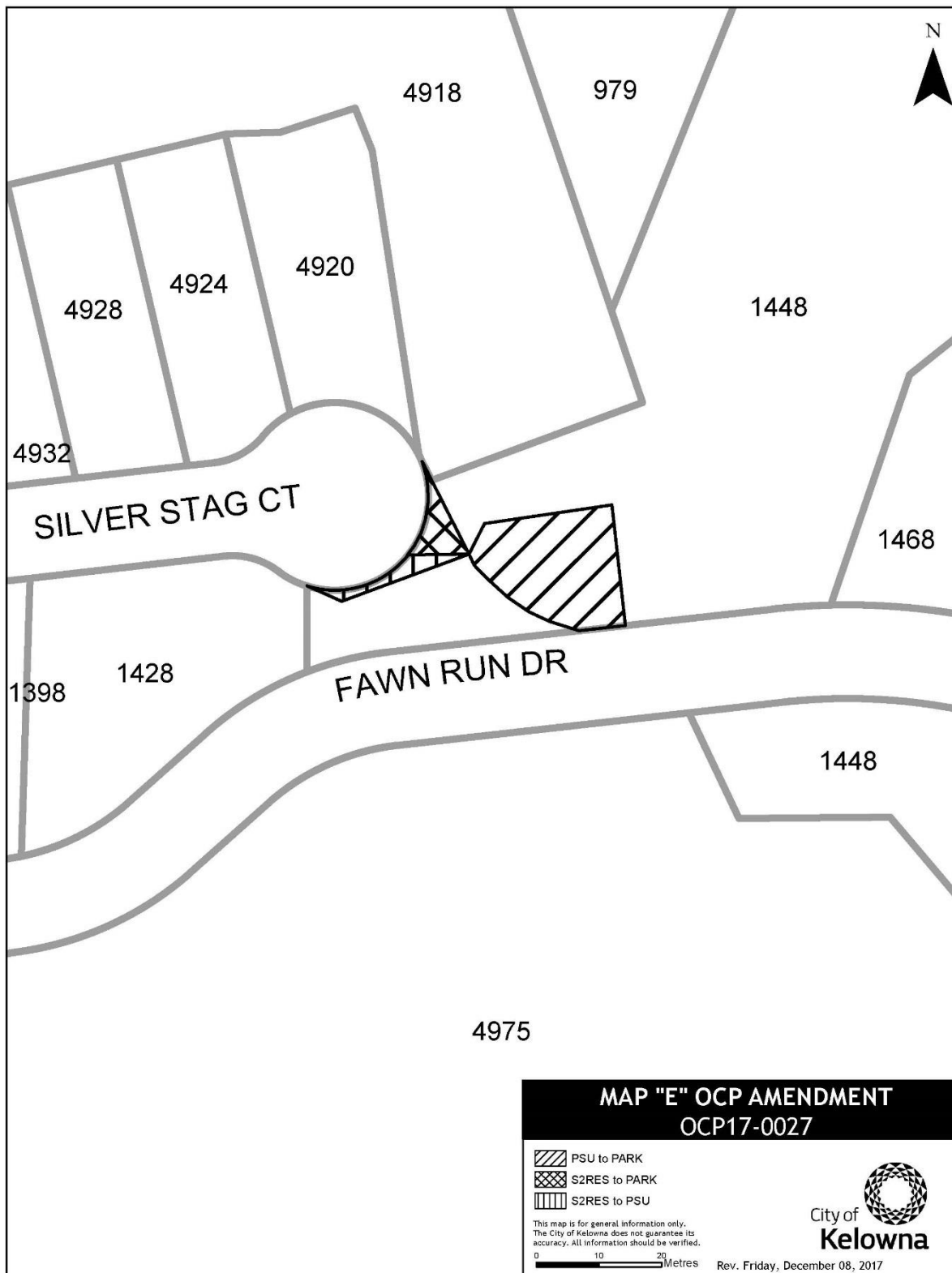
City Clerk

















CITY OF KELOWNA

BYLAW NO. 11536 - Z17-0107

City of Kelowna –Zoning Boundary Discrepancies

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of:
 - a) part of LOT 19 DISTRICT LOT 134 OSOYOOS DIVISION YALE DISTRICT PLAN 20399 located on Bechard Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone as shown on Map I attached to and forming part of this bylaw;
 - b) part of LOT 2 SECTION 19 TOWNSHIP 26 OSOYOOS DIVISION YALE DISTRICT PLAN EPP68016 located on Burne Avenue, Kelowna, BC from the P2 – Education and Minor Institutional zone to the RU6 – Two Dwelling Housing zone as shown on Map J attached to and forming part of this bylaw;
 - c) part of LOT 17 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP45757 located on Carnegie Street, Kelowna, BC from the P3 – Parks and Open Space zone to the RU1h – Large Lot Housing (Hillside Area) zone as shown on Map K attached to and forming part of this bylaw;
 - d) part of LOT 16 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP45757 located on Carnegie Street, Kelowna, BC from the P3 – Parks and Open Space zone to the RU1h – Large Lot Housing (Hillside Area) zone as shown on Map K attached to and forming part of this bylaw;
 - e) part of LOT 29 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP45757 located on Carnoustie Drive, Kelowna, BC from the RU1h – Large Lot Housing (Hillside Area) zone to the P3 – Parks and Open Space zone as shown on Map K attached to and forming part of this bylaw;
 - f) part of LOT 12 SECTION 19 TOWNSHIP 27 OSOYOOS DIVISION YALE DISTRICT PLAN EPP42924 located on Carnoustie Drive, Kelowna, BC from the P3 – Parks and Open Space zone to the RU1h – Large Lot Housing (Hillside Area) zone as shown on Map K attached to and forming part of this bylaw;
 - g) part of LOT 1 SECTION 29 TOWNSHIP 29 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP55883 located on Fawn Run Drive, Kelowna, BC from the A1 – Agriculture 1 zone to the RU1 – Large Lot Housing zone as shown on Map L attached to and forming part of this bylaw;
 - h) part of LOT 1 SECTIONS 20 AND 29 TOWNSHIP 29 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP51781 EXCEPT PLAN EPP55883 AND EPP60436 located on Fawn Run Drive, Kelowna, BC from the P3 – Parks and Open Space zone to the RU1h – Large Lot Housing (Hillside Area) zone as shown on Map M attached to and forming part of this bylaw;
 - i) part of LOT 1 SECTIONS 20 AND 29 TOWNSHIP 29 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP51781 EXCEPT PLAN EPP55883 AND EPP60436 located on Fawn Run Drive, Kelowna, BC from the A1 – Agriculture 1 and P4 – Utilities zones to the P3 – Parks and

Open Spaces and P4 – Utilities zone as shown on Map L attached to and forming part of this bylaw;

- j) LOT 1 DISTRICT LOT 357 OSOYOOS DIVISION YALE DISTRICT PLAN KAP46269 located on Gordon Drive, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU6 – Two Dwelling Housing zone as shown on Map N attached to and forming part of this bylaw;
 - k) part of LOT 1 SECTION 2 TOWNSHIP 26 OSOYOOS DIVISION YALE DISTRICT PLAN EPP72188 located on Mahonia Drive, Kelowna, BC from the RR2 – Rural Residential 2 zone to the RR3 – Rural Residential 3 zone as shown on Map O attached to and forming part of this bylaw;
 - l) LOT 24 SECTION 24 TOWNSHIP 26 OSOYOOS DIVISION YALE DISTRICT PLAN EPP67683 located on Mine Hill Drive, Kelowna, BC from the RU4h - Low Density Cluster Housing (Hillside Area) zone to the RU1h – Large Lot Housing (Hillside Area) zone as shown on Map P attached to and forming part of this bylaw;
 - m) part of LOT 1 DISTRICT LOT 508A SIMILKAMEEN DIVISION YALE DISTRICT AND SECTION 31 TOWNSHIP 29 OSOYOOS DIVISION YALE DISTRICT PLAN EPP50904 located on Mission Ridge Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the A1 – Agriculture 1 zone as shown on Map Q attached to and forming part of this bylaw;
 - n) part of LOT 1 DISTRICT LOT 14 OSOYOOS DIVISION YALE DISTRICT PLAN EPP34822 located on Pandosy Street, Kelowna, BC from the RU1 – Large Lot Housing zone to the C4 – Urban Centre Commercial zone as shown on Map R attached to and forming part of this bylaw;
 - o) part of LOT A DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN EPP39101 EXCEPT PLANS EPP50977 AND EPP54107 located on Richter Street, Kelowna, BC from the I4 – Central Industrial zone to the P1 – Major Institutional zone as shown on Map S attached to and forming part of this bylaw;
 - p) part of LOT 1 DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN EPP54107 located on St. Paul Street, Kelowna, BC from the P1 – Major Institutional zone to the I4 – Central Industrial zone as shown on Map S attached to and forming part of this bylaw;
 - q) part of LOT 1 SECTION 29 TOWNSHIP 29 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP31682 located on Steele Road, Kelowna, BC from the RU3 – Small Lot Housing zone to the RU1 – Large Lot Housing zone as shown on Map L attached to and forming part of this bylaw;
 - r) part of LOT A SECTIONS 32 AND 29 TOWNSHIP 26 OSOYOOS DIVISION YALE DISTRICT PLAN EPP54061 located on Valley Road, Kelowna, BC from the A1 – Agriculture 1 zone to the RM3 – Low Density Multiple Housing zone as shown on Map T attached to and forming part of this bylaw;
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 15th day of January, 2018.

Considered at a Public Hearing on the 6th day of February, 2018.

Read a second and third time by the Municipal Council this 6th day of February, 2018.

Approved under the Transportation Act this 2nd day of March, 2018.

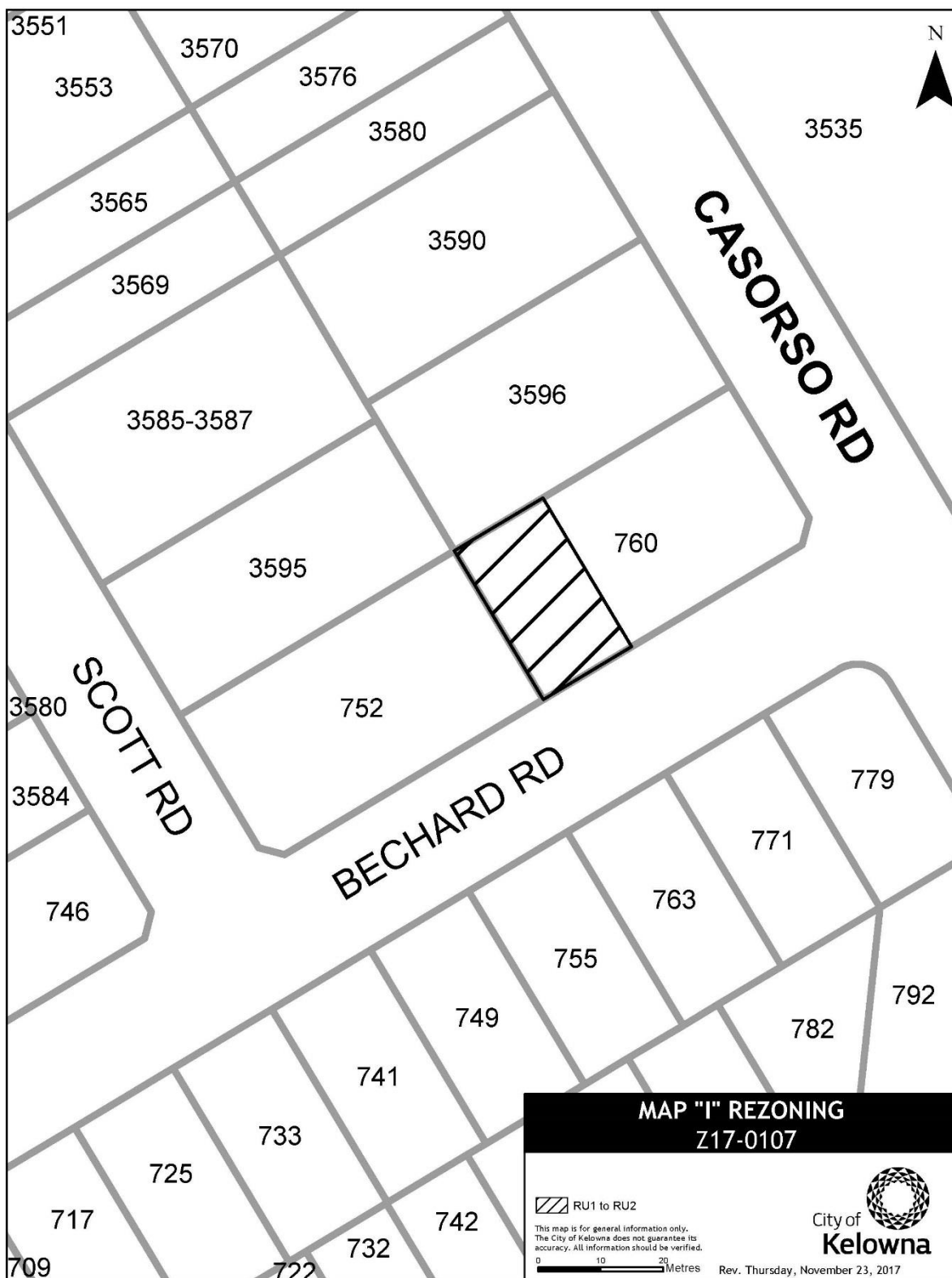
Audrie Henry

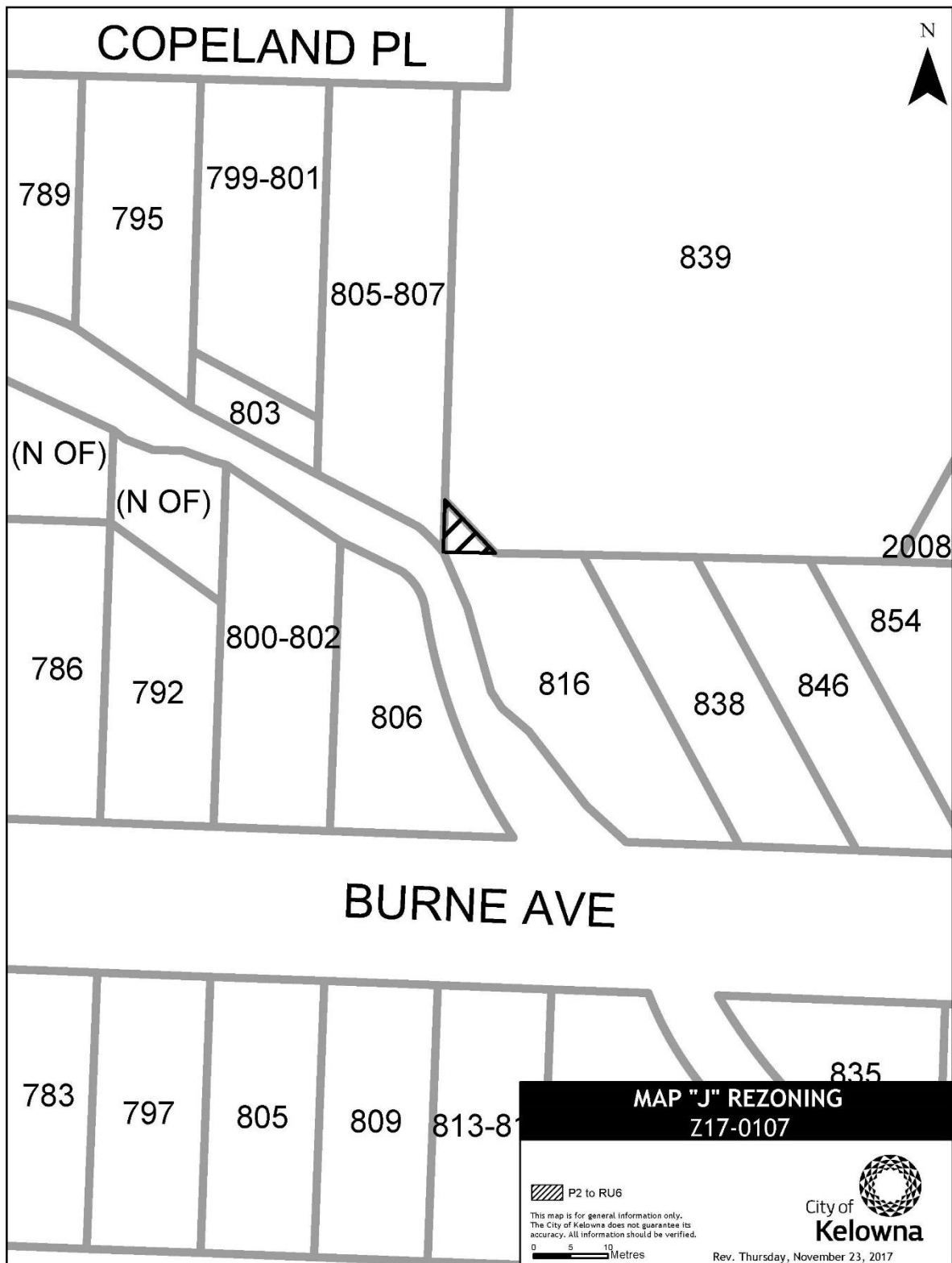
(Approving Officer – Ministry of Transportation)

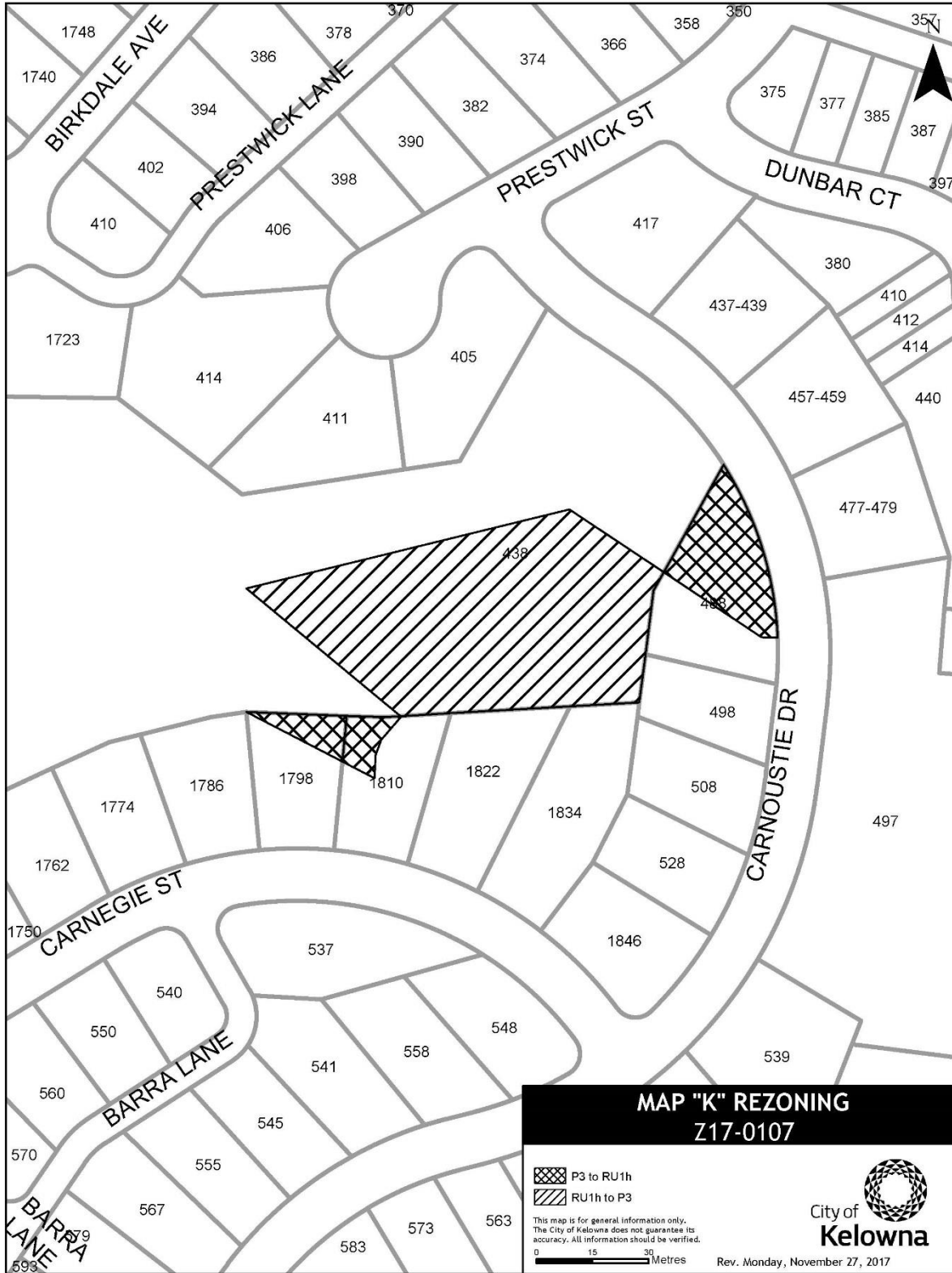
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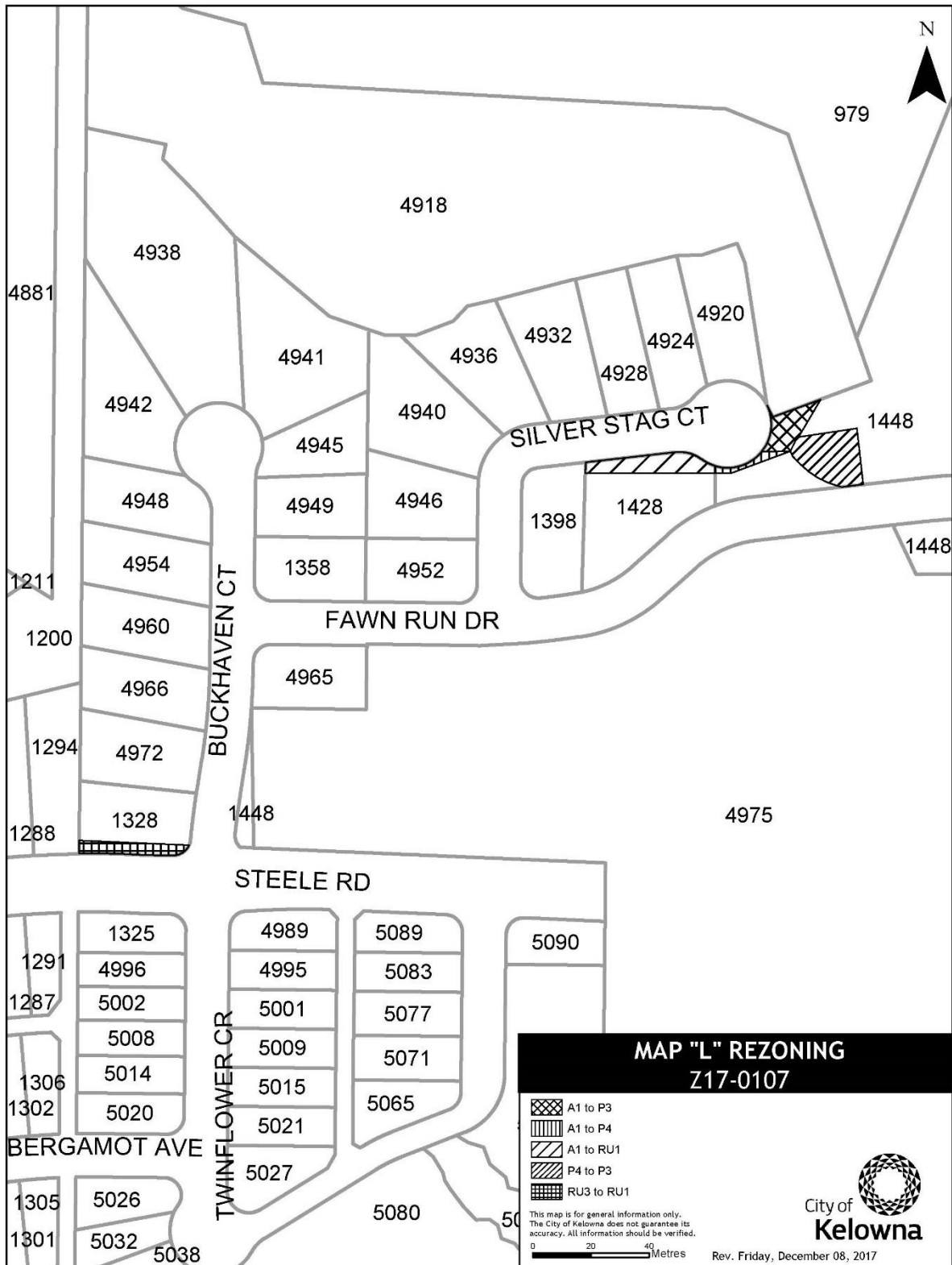
Mayor

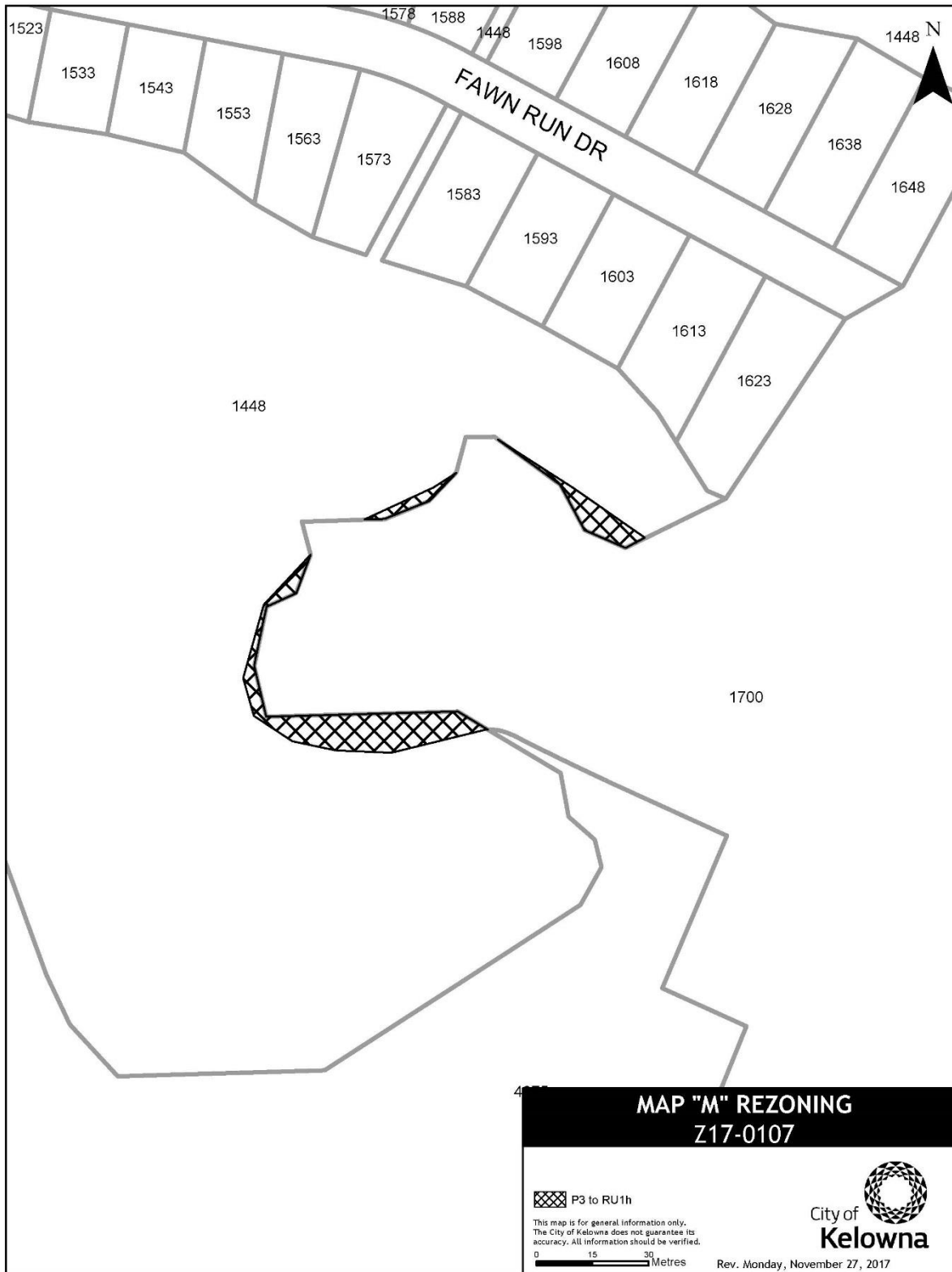
City Clerk





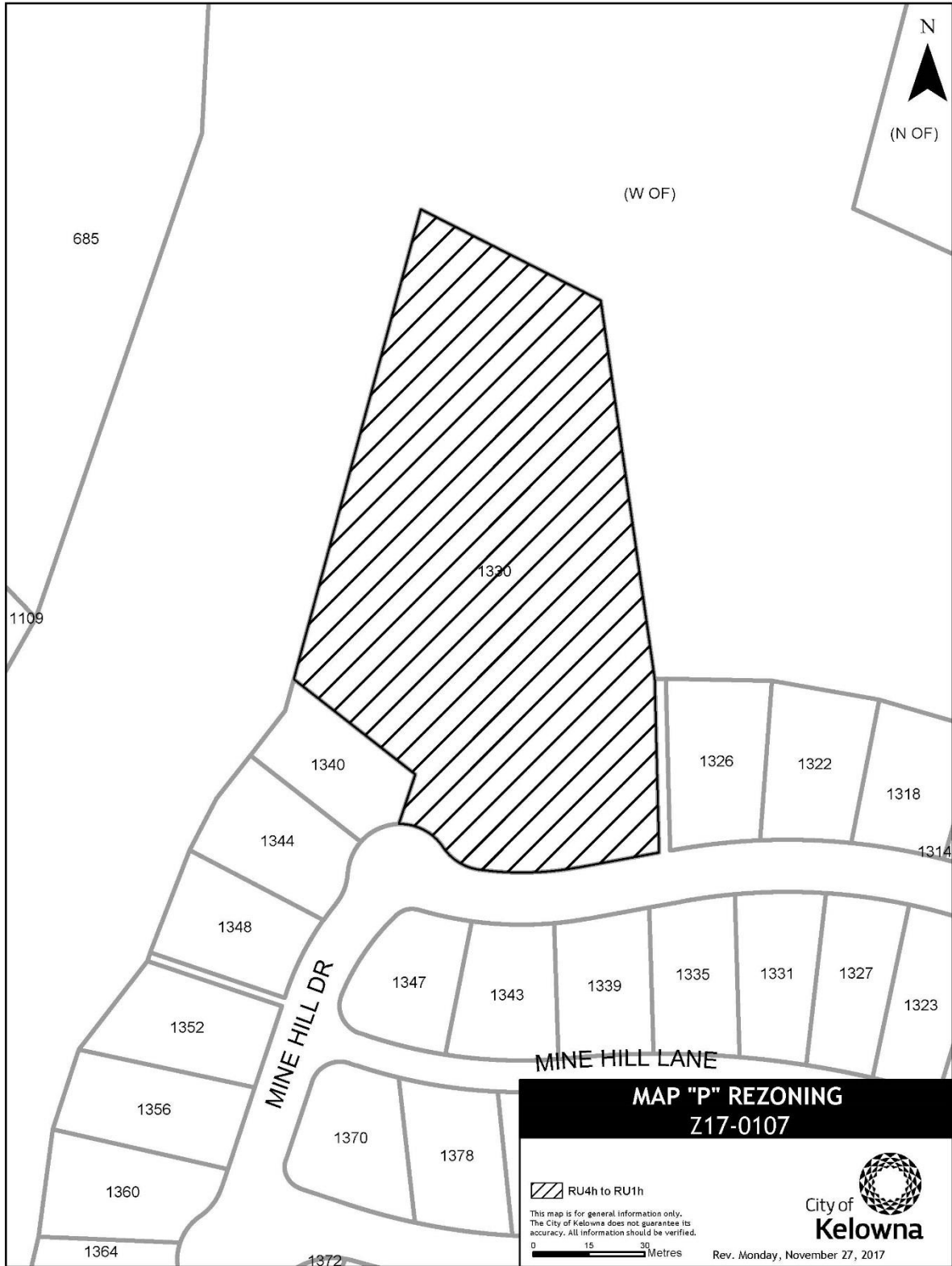


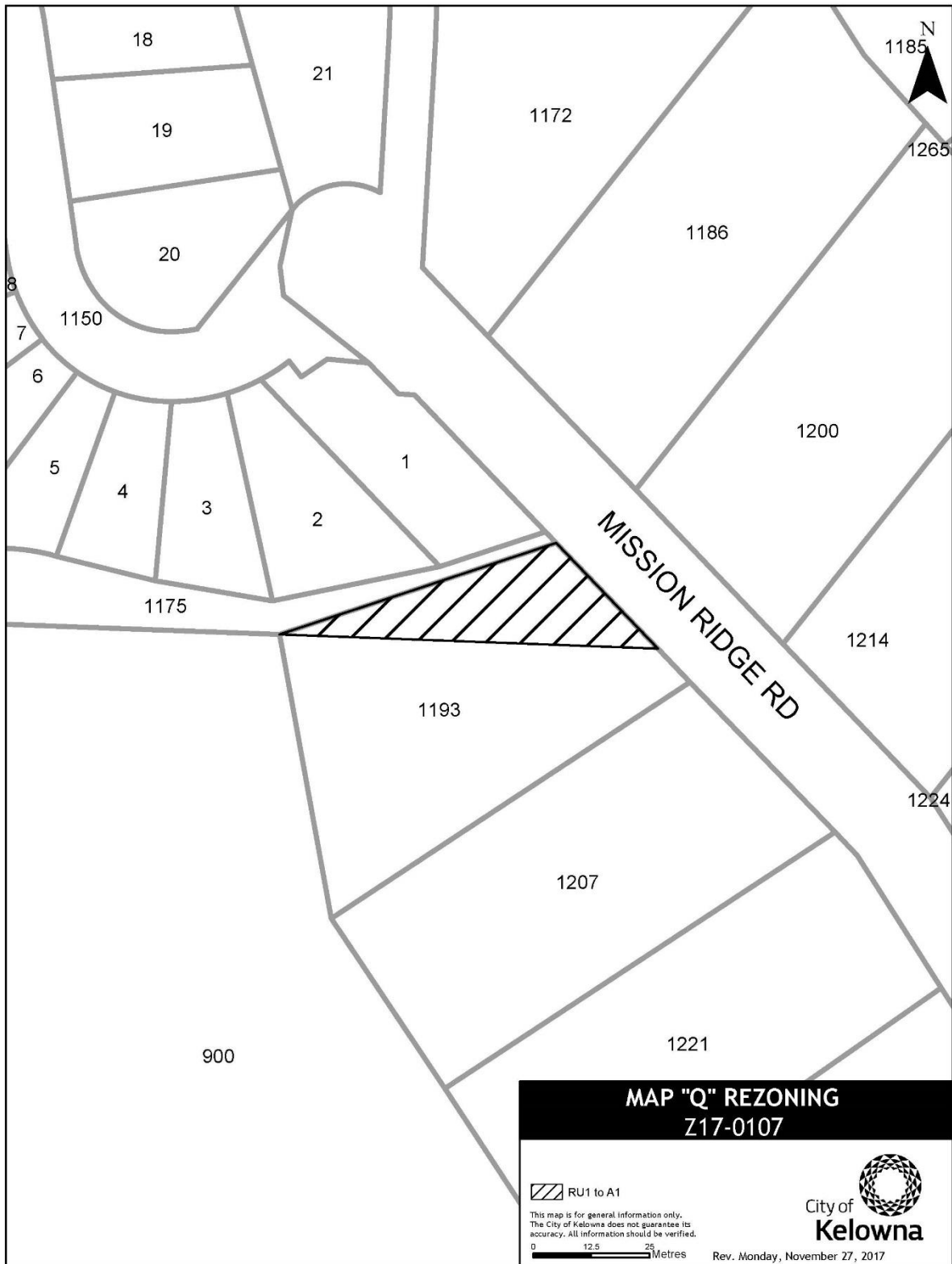




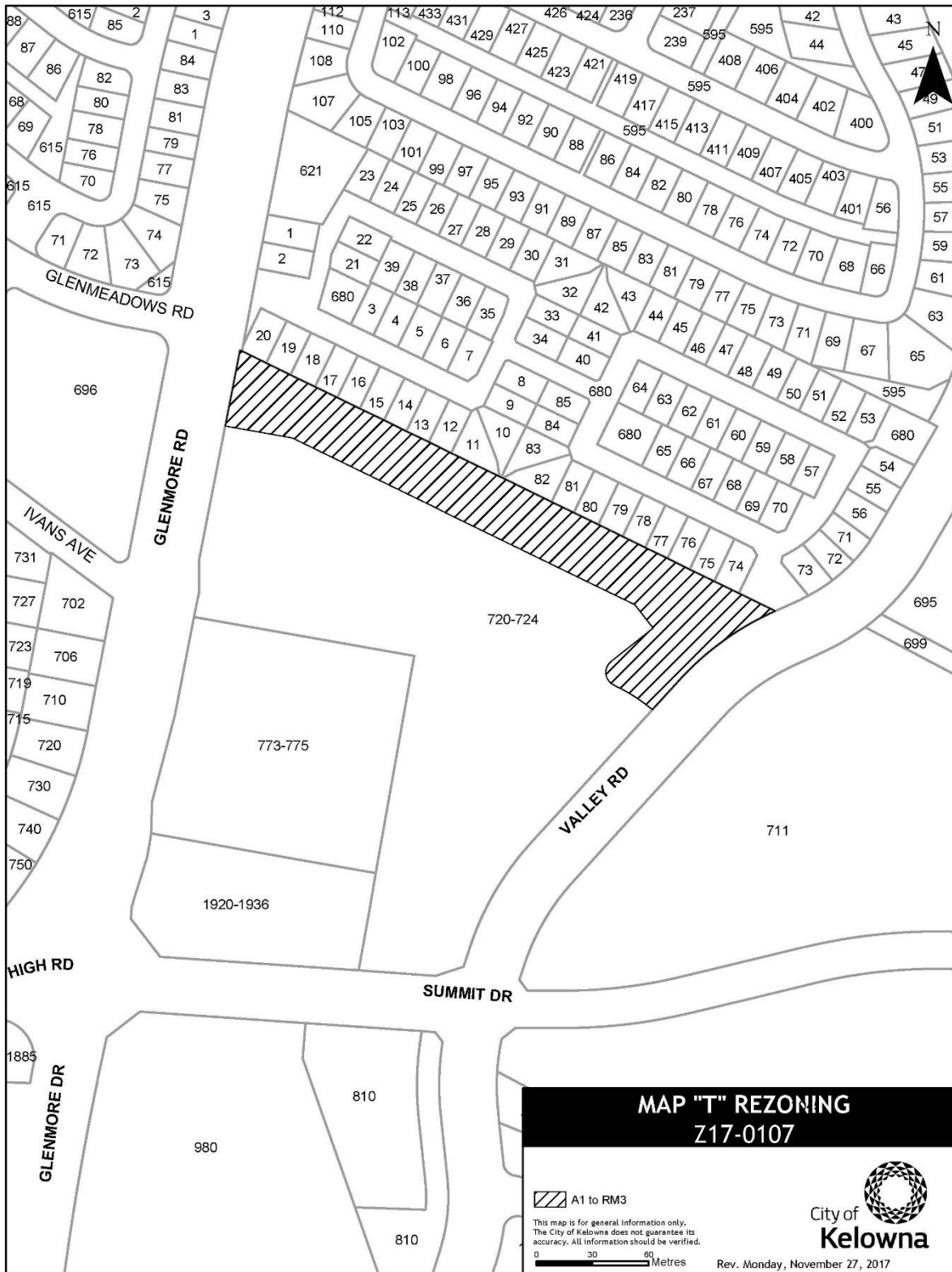












CITY OF KELOWNA
BYLAW NO. 11541
Z17-0070 – 1847 Maple Street

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot B District Lot 14 ODYD Plan 4368 located on Maple Street, Kelowna, B.C., from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 22nd day of January, 2018.

Considered at a Public Hearing on the 6th day of February, 2018.

Read a second and third time by the Municipal Council this 6th day of February, 2018.

Approved under the Transportation Act this 2nd day of March, 2018.

Audrie Henry

(Approving Officer – Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: March 12, 2018
File: 0610-010
To: City Manager
From: Travis Whiting, Fire Chief
Subject: Contract for Dispatch for Regional District of Central Kootenay

Recommendation:

THAT Council receives, for information, the report from the Fire Chief dated March 12, 2018 with respect to a contract for dispatch services for the Regional District of Central Kootenay (RDCK);

AND THE Council approves entering into a contract with the RDCK to provide fire dispatch and records management in the form attached to this report;

AND THAT the Mayor and City Clerk be authorized to execute all documents associated with this transaction;

AND FURTHER THAT the 2018 Financial Plan be amended to reflect the revenues and expenses as outlined in the Financial/Budgetary Considerations section of this report.

Purpose:

To have Council approve a five (5) year contract, with a five (5) year renewal clause, to provide fire dispatch and records management to the RDCK.

Background:

Kelowna Fire Department has been successful in responding to a number of Request for Proposals to provide Fire Dispatch Services to communities outside the Regional District of Central Okanagan. Over the past 2 years, this has included Regional District of East Kootenay which started receiving service in June, 2016 and Regional District of Kootenay-Boundary which will begin receiving service in April, 2018.

RDCK has selected Kelowna Fire Department as the service provider of choice for Fire Dispatch. The attached contract has been approved and signed by the Board of RDCK. With Council's endorsement of

this contract, staff will begin the process of implementation with an anticipated start date for dispatch services on April 16th, 2018.

Financial/Budgetary Considerations:

The five-year dispatch net revenue from the contract with the RDCK is \$374,134.

RDCK						
Year	2018	2019	2020	2021	2022	
Dispatch Revenue	\$ 77,355	\$ 74,458	\$ 76,269	\$ 78,125	\$ 80,028	
FDM RMS Services	\$ 13,911	\$ 11,147	\$ 11,147	\$ 11,147	\$ 11,147	
Revenue	\$ 91,266	\$ 85,605	\$ 87,416	\$ 89,272	\$ 91,175	\$ 444,734
Costs Expenses	\$ 45,320	\$ 6,320	\$ 6,320	\$ 6,320	\$ 6,320	
Net Revenue	\$ 45,946	\$ 79,285	\$ 81,096	\$ 82,952	\$ 84,855	\$ 374,134

Kelowna Fire Department continues to work with Financial Services on ensuring that service growth through new customer acquisition provides value to the local residents.

Based on RDCK dispatch contract options selected the contract includes a one-time set up costs of \$39,000 and ongoing operating expenses of \$6,320.

In addition, the Kelowna Fire Department will continue to work with Information Services to ensure that support to the service is aligned with internal capacity. This includes enhancing technical monitoring services to increase redundancies and reduce risk of technical failures.

Internal Circulation:

Financial Analyst, Kelowna Fire Department
 Manager, Financial Planning
 Manager, Information Services

Considerations not applicable to this report:

Communications Comments:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Alternate Recommendation:

Submitted by:

T. Whiting
Fire Chief, Kelowna Fire Department

Approved for inclusion:  R. Mayne, Divisional Director, Corporate & Protective Services

Cc: Rob Entwistle, Manager, Information Services
George King, Manager, Financial Planning
Genelle Davidson, Divisional Director, Financial Services

Attachments:

Agreement – RFP – Fire Dispatch – RDCK Kelowna Contract Final.pdf
Agreement – RFP – Fire Dispatch – RDCK Kelowna Sched A Final.pdf
Agreement – RFP – Fire Dispatch – RDCK Kelowna Sched B Final.pdf
Agreement – RFP – Fire Dispatch – RDCK Kelowna Sched C Final.pdf
Agreement – RFP – Fire Dispatch – RDCK Kelowna Sched D Final.pdf

THIS AGREEMENT dated for reference the 18th day of DECEMBER 2017

BETWEEN:

THE CORPORATION OF THE CITY OF KELOWNA
1435 Water Street
Kelowna, B.C. V1Y 1J4

(hereinafter called "Kelowna")

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF CENTRAL KOOTENAY
Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

(hereinafter called the "RDCK")

OF THE SECOND PART

WHEREAS:

- A. The *Local Government Act* and the *Community Charter* provide that the corporate powers of local government include the power to make agreements with a public authority respecting activities, works or services within the powers of a party to the agreement, including agreements respecting the undertaking, provision and operation of activities, works and services;
- B. The RDCK issued a Request for Proposals for fire dispatch service (the "RFP");
- C. Kelowna submitted a proposal to the RDCK dated February, 2017 (the "Kelowna Proposal") in response to the RFP; and
- D. The RDCK has agreed to contract with Kelowna for the provision by Kelowna of fire dispatch services to the RDCK in accordance with the terms set out herein for the receipt and processing by means of computer-aided dispatch service and re-transmission of emergency related calls to the RDCK, including selection of optional services regarding records management system.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements herein contained and subject to the terms and conditions hereinafter set out, the parties hereto mutually agree as follows:

1. Definitions

1.1 In this agreement:

- (a) **"CAD"** means the computer-aided dispatch system maintained and used by Kelowna;
- (b) **"Emergency"** means any reported event for which fire department personnel are directed to attend in response to an actual risk of fire, hazardous material spill, accident, disaster or medical situation for which an incident number is generated;
- (c) **"Fire Departments of the RDCK"** means the list of fire departments established or approved by the RDCK as described in Schedule "C" attached hereto and forming part of this Agreement, and as amended from time to time.
- (d) **"Fire Dispatch Centre"** means the Fire Dispatch Centre maintained by the Kelowna Fire Department;
- (e) **"Service"** means the provision by Kelowna of fire dispatch services to the RDCK in accordance with the requirements as set out in paragraph 2 herein and Schedule "A" attached hereto and forming part of this Agreement; and
- (f) **"Term"** means the term of this Agreement as provided under Section 4.

2. Services

2.1 Throughout the Term, Kelowna will provide the RDCK with fire dispatch and communications services including the following:

- (a) 911 emergency calls for fire department assistance that originate in the RDCK will be received and processed by the Fire Dispatch Centre;
- (b) The Fire Dispatch Centre will use its CAD system to initiate incident reporting and dispatch the call to the required Fire Department of the RDCK;
- (c) After the initial dispatch, the Fire Dispatch Centre will provide full incident command support to the RDCK including the call out of additional resources specific to the

incident (including, through the activation of mutual aid agreements between one or more other local governments and fire departments under which firefighting and other resources are provided in the event of an Emergency) where required by the RDCK. The responsibility of Kelowna for the callout of RDCK personnel in addition to those on shift shall be limited to a single point of contact as mutually agreed to by the Parties; and

(d) The services referred to in Schedule "A" hereto and forming part of this Agreement.

- 2.2 Kelowna will provide Services in accordance with standards and operating procedures utilized by the Kelowna Fire Department unless a variance of such standards or operating procedures is mutually agreed between the Parties.

The Fire Dispatch Center will continue to utilize a performance expectations program with its employees, as outlined in the Kelowna Proposal (*attached as Schedule D*). The three phased program will be based upon NFPA 1221, 2010 standards and will assist in motivating, recognizing and enabling employees to improve performance. This program may be modified from time to time.

It is understood that the Fire Dispatch Center will strive to meet the standard of service for emergency communications in the fire service being the National Fire Protection Association Standard 1221, *Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems*.

For certainty, any lapse in communication, delay in communication, or miscommunication arising from a failure of the Fire Dispatch Centre communication services as described under section 2.4 will be the sole responsibility of Kelowna.

- 2.3 Kelowna will not be responsible for dispatching RDCK Fire Departments out of their respective specified area.
- 2.4 Kelowna will provide, at the Fire Dispatch Centre, all equipment, computer software and personnel necessary for the provision of fire dispatch and communication services under this Agreement, and will ensure that all Kelowna personnel who participate in providing the Services are fully trained. The RDCK will, on its respective premises, provide all computer hardware and other equipment needed in order to maintain the required service link with the Fire Dispatch Centre. The RDCK will also maintain the radio and paging network used to deliver service in the Central Kootenay.
- 2.5 Kelowna will retain all voice recordings of requests for emergency assistance received from within the RDCK for a period of seven (7) years or such longer time as may be required by

law. Kelowna will retain all 911 and other records normally kept by and under its own operating procedures in relation to the dispatch and communication services for a period of two (2) years or such longer time as may be required by law. All records and data maintained by Kelowna will be stored in a secured area, and access to those records and data will be given to duly authorized personnel of the RDCK.

- 2.6 The Parties will meet initially at 3 months, thereafter bi-annually (6 months) or such other frequency as may be mutually agreed, meet for the purposes of resolving issues, sharing information and identifying procedural communications or equipment changes.
- 2.7 Kelowna will provide the service and service levels in accordance with the Kelowna Proposal (*attached as Schedule D*).
- 2.8 All records or recordings and such other data as pertains to Service provided under this Agreement to the RDCK will be and remains exclusively the property of the RDCK and may not be released to others without its express consent. Information may only be released under request of a corporate officer of the RDCK or designates as identified by such corporate officer in writing. Kelowna agrees that all such records, recordings and data will be held in trust by Kelowna as trustee for the sole benefit of the RDCK provided that Kelowna may retain copies. For clarity, all records, recordings and other data remain subject to the retention provisions of section 2.5 of this Agreement.
- 2.9 Kelowna agrees that neither Kelowna nor any person for whom Kelowna is responsible at law will disclose to any person, any information learned about the RDCK, its servants, employees, agents or persons who are subject of an Emergency including any information provided in accordance with the requirements of this Agreement. Kelowna acknowledges and agrees that all such information is confidential and will not be released except in accordance with the requirements of the *Freedom of Information and Protection of Privacy Act, British Columbia*.

3. RDCK Equipment

- 3.1 All radios including base stations, pagers and any other hardware required to facilitate the Service shall be purchased, licensed and maintained by the RDCK, with the exception of equipment within the Fire Dispatch Centre as per proposal (*attached as Schedule D*).
- 3.2 All radio licenses and other related requirements of Industry Canada shall be the responsibility of the RDCK.

4. Term

- 4.1 The term of this Agreement (the “**Term**”) will commence on the 16th day of April 2018 and terminate on the 31st day of December 2022. On or before December 31st, 2021, either party will communicate to the other their interest in negotiating terms of a subsequent agreement and if both parties are in agreement, the parties will commence negotiation of the terms of such subsequent agreement, providing always that failure to reach an agreement on terms will not bind the parties to a subsequent agreement or extension of the current agreement unless otherwise agreed in writing.

5. Fees

- 5.1 For the Service, the RDCK agrees to pay to Kelowna, the fees and charges as contained in Schedule “B” attached hereto and forming part of this Agreement.

6. Indemnity

- 6.1 The RDCK agrees that it will indemnify and save harmless Kelowna, its councillors, employees, and agents from and against any claims, suits, actions, causes of action, costs, damages or expense of any kind that result from:

- (a) negligence of the RDCK and its employees, contractors and agents; or
- (b) a breach of this Agreement by the RDCK.

- 6.2 Subject to the provisions of section 2.3 of this Agreement, Kelowna agrees it will indemnify and save harmless the RDCK, its directors, employees and agents, from and against any claims, suits, actions, causes of action, costs, damages or expense of any kind that result from:

- (a) negligence of Kelowna and its employees, contractors and agents in the provision of the Services; or
- (b) a breach of this Agreement by Kelowna.

7. Default and Early Termination

- 7.1 If either party is in breach of this Agreement and the breach is not corrected within thirty (30) days after notice of the breach provided to that party, the party not in breach may terminate this Agreement.
- 7.2 By notice in writing delivered any time after December 31st, 2020, either party may elect to terminate this Agreement, in which case the arrangement for Services provided hereunder

shall be terminated effective twelve (12) months from the date of the said notice. In the event of early termination under this provision, the fees paid to Kelowna as provided herein for the year of the Term in which such termination takes effect shall be prorated.

8. Dispute Resolution

- 8.1 Both RDCK and Kelowna agree to co-operate and use their best efforts to resolve any dispute which may arise regarding this Agreement or the Services contemplated within this Agreement or the responsibilities or rights of each party under it, including the candid and timely disclosure of all relevant information and documentation to each other. If the dispute cannot be resolved, it shall be first referred to each party's managing director responsible for fire dispatch services in order that they may attempt to resolve the dispute. In the event the two representatives are unable to reach agreement regarding the dispute, may be submitted to arbitration by delivery of a Notice of Arbitration in writing to the other party. The arbitration must be conducted by a three-person panel comprised of one appropriately qualified staff person appointed by the parties and one person chosen jointly by the two appointed staff persons, who shall be the chair of the arbitration panel. If the two staff appointees cannot agree on the choice of the chair of the arbitration panel then the chair must be appointed by a Judge of the Supreme Court of British Columbia. The arbitration will be governed by the *Commercial Arbitration Act (British Columbia)*. The place of arbitration will be Penticton, British Columbia, Canada, and the costs will be borne equally by the parties.

9. No Joint Venture

- 9.1 Nothing contained in this Agreement creates a relationship of principal and agent, partnership, joint venture or business enterprise between the parties or gives either party any power or authority to bind or control the other.

10. Notices

- 10.1 Where any notice, request, direction, consent, approval or other communication (any of which is a "Notice") must be given or made by a party under this Agreement. It must be in writing and is effective if delivered in person, sent by registered mail addressed to the party for whom it is intended at the address set forth above in this Agreement, or sent by fax to Kelowna at its fax number - (250) 862-3371, to the attention of the Fire Chief; or sent by fax to the RDCK at its fax number - (250) 352-9300, to the attention of the General Manager, Emergency Services. Any Notice is deemed to have been given:

- (a) if delivered in person, when delivered;
- (b) if by registered mail, when the postal receipt is acknowledged by the other party; and

(c) if by fax, 72 hours after the time of faxing.

A party may change its contact information by Notice in the manner set out in this provision.

11. General Provisions

11.1 If any provision of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the provision that is invalid will not affect the validity of the remainder of this Agreement.

11.2 The RDCK will continue to be responsible for receiving all non-emergency and business calls directly during normal business hours.

11.3 The RDCK will provide Kelowna with all information deemed reasonably necessary by the Kelowna Fire Chief or his designate in order that Kelowna may properly provide the Service and be responsible to update such information on a regular basis as required.

The RDCK will provide a single point of contact for all administration and operational matters.

11.4 Time is of the essence to this Agreement.

11.5 This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

11.6 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

11.7 No remedy under this Agreement will be deemed to be exclusive but will, where possible, be cumulative, as will all other remedies at law or in equity.

11.8 Whenever the singular, masculine or neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

11.9 This Agreement will be construed in accordance with and governed by the laws applicable in the laws of the Province of British Columbia.

- 11.10 Section and paragraph headings are inserted for identification purposes only and do not form part of this Agreement.
- 11.11 Neither party may assign this Agreement without the written consent of the other party.
- 11.12 This Agreement and the schedules attached hereto contain(-s) the entire agreement and understanding may not be modified or amended except by written agreement of the parties.
- 11.13 This Agreement contains the entire agreement and understanding of the parties with respect to matters contemplated by this Agreement and supersedes all prior and contemporaneous agreements between and with respect to such matters.
- 11.14 All representations and warranties set forth in this Agreement and all provisions of this Agreement, the full performance of which is not required prior to a termination of this Agreement, shall survive any such termination and be fully enforceable thereunder.
- 11.15 This Agreement may be executed in as many counterparts as may be necessary or by facsimile, each of which will together, for all purposes, constitute one and the same instrument, binding on the parties and each of which will together be deemed to be an original, notwithstanding that all parties are not signatory to the same counterpart or facsimile.

IN WITNESS WHEREOF this Agreement has been executed as of the day and year first above written.

THE CORPORATION OF THE CITY OF KELOWNA
by its authorized signatories:

MAYOR

CITY CLERK

REGIONAL DISTRICT OF CENTRAL KOOTENAY
by its authorized signatories:

CHAIR

CHIEF ADMINISTRATIVE OFFICER

Schedule A

It is agreed that the Fire Dispatch Centre will provide the following services:

1. Emergency Call Taking
 - a. Emergency telephone call receipt (9-1-1)
 - b. Receive telephone calls regarding emergency incidents
 - c. Receive radio reports regarding emergency incidents
 - d. Receive smoke sighting reports from Forest Lands and Natural Resource Operations
2. Call Processing and Response
 - a. Dispatch resources in accordance with standard operating guidelines, perceived incident level and local response plans, including customized levels of response for individual departments:
 - i. Incident notification via voice paging system, secondary notification via email and/or text messaging, incident details via facsimile or network/internet rip and run report.
 - b. Call and liaise with local fire chiefs/authority regarding nature of incident/complexity, resources required, via radio or telephone.
 - c. Notification acknowledgement confirmation (within x minutes, then activate default no-response procedures).
 - d. Monitor and record calls at the command channel level.
 - e. Will not remotely record calls at the tactical level unless they are repeated channels.
 - f. Receive and process requests for additional resources:
 - i. Including contact with the utility, Emergency Management BC, highways, forestry, rail representatives and other resources as required.
 - g. Generate and maintain initial incident reports for all incidents.
 - h. Incident reporting post conclusion of incident.
 - i. Dedicated telephone number (toll free) for responders to access the dispatch centre.
 - j. Call out of Civic Staff as required.
3. Media Liaison
 - a. Provide limited incident information to media outlets after hours or if Incident Command has not staffed the Information Officer position.
4. Full recording of all 9-1-1, non-emergency telephone and radio (paging and command) communications.

The following Telus requirements should be noted:

1. Processing of 9-1-1 calls will require the availability of E911 Tandem to Tandem trunking and a reconfiguration of the Telus 9-1-1 network.

2. Some splitting and segregation of the 9-1-1 Emergency Service Zone (ESZ) may be required.

The above noted items will be the responsibility of RDCK, working with Telus to obtain and deliver. We will cooperate and offer to leverage our existing contacts and relationships to ensure that this is completed in an expedient and satisfactory manner. In preparing our response to this RFP we have discussed both issues with Telus and both are obtainable within the time frame and using current technology and infrastructure.

The following additional requirements of RDCK should also be noted:

1. This agreement covers standard emergency dispatch services. Any incident or incidents which escalate into an event requiring extraordinary powers under a declaration of a state of local, provincial or federal emergency may require additional human resources (dispatch and related support personnel) to maintain an appropriate level of service. Should additional personnel be required in addition to staff already on duty, current call back rates would apply and be invoiced.
2. RDCK must supply, and keep current; response Operational Guidelines (including mutual and automatic aid agreements) to guide the dispatch centre in assigning an appropriate response to all incidents.
3. The dispatch centre will not be responsible for the processing of non-emergency or administrative phone calls, beyond providing basic information only. Number (s) must be provided such that these callers can be redirected as required.
4. RDCK is responsible for their radio and pager licensing, acquisition, operation and maintenance costs, related to delivery of the service within the RDCK area.
5. All communications equipment and installations will strive to meet NFPA 1221 Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems.
6. The RDCK ensure that a "Preventative Maintenance" service agreement for all communications equipment is in place and regular maintenance of the equipment to accepted emergency equipment standards is performed.
7. All future additional mobile equipment, or data connection costs, including MobileCAD and/or mobile RMS, is the responsibility of RDCK.
8. RDCK must endeavor to provide a single point of contact for all administration and operational matters.

Proposal Impact on Current Operations:

1. Additions to equipment, software and resources

Additions are required to our FDM RMS software/hardware system as noted in Schedule 'B' of this contract.

Please note the following data requirements:

- a. Any existing RDCK response logic and response zone shape files currently in use.
- b. RDCK map data in the form of shape files (or other file formats able to be converted to shape files) including but not limited to:
 - i. Political boundaries
 - ii. Fire protection areas
 - iii. Fire contract areas
 - iv. Fire response zones
 - v. Fire hydrants and/or water supplies
 - vi. Trails, pathways
 - vii. Parcels
 - viii. Ortho photos
- c. Information will be updated on a regular basis, as required.

Additions and upgrades will be required to our radio system, and these will be dependent on the type of interface agreed on.

2. Enhancements and additions to current dispatch facility

Our current facility includes three dispatch/call taker positions and two call taker positions,

No enhancements or additions to our current dispatch facility are required.

Other Details

1. Ability to customize service to meet specific response protocols for each fire department

All current clients requiring specific response protocols have been met using one or all of the following capabilities with FDM:

- a. Basic back-up apparatus: where a station has more than one piece of apparatus configured to respond to additional calls for service, they can be defined as back up apparatus. Similarly, if a department has more than one station, apparatus from subsequent stations can be identified as back up apparatus to respond in other response zones.
- b. Mutual Aid apparatus: Apparatus from other departments can be defined to respond into other fire protection areas as part of a mutual and/or automatic aid agreement.
- c. Response override: allows the addition/deletion of apparatus based on limitations a department may have.

- d. Day/Time Response override: allows a department to have different responses based on time of day, day of week, holidays, or any other significant date.

As current clients will attest, Kelowna Fire Dispatch has demonstrated its ability and willingness to customize service to meet the unique nature of individual fire departments.

2. Interoperability

Kelowna will fully cooperate and manage communications with the RCMP dispatch centers, BCAS dispatch centers, the Ministry of Forests Wildfire Coordination center, the e-Comm PSAP, and other fire dispatch areas within the geographical area to maintain a cohesive and integrated level of service for all dispatch customers.

As required, Kelowna will coordinate and facilitate working groups to develop multi-agency emergency response solutions.

Kelowna guarantees it is now and shall remain a member of the Association of BC 9-1-1 Service Providers, APCO, and NENA Canada, subject to economic factors and policy decisions.

Other Operational Standards, Policies, Procedures and Protocols

KFD Dispatch Centre guarantees it will use the following industry-standard operational standards, policies, procedures and protocols, as amended or supplanted from time to time:

- a. National Fire Incident Reporting System (NFIRS Standard for Incident Type classification)
 - i. This allows any department adopting this standard to compare themselves to a data set of over 35,000 other departments across North America
- b. Incident Command System using plain language standards
 - i. Adoption of plain language standards
- c. Unique apparatus call sign designations
 - i. As a lesson learned from the 2003 wildfire event, none of the apparatus protected by Fire Dispatch have duplicate call signs (i.e.: There is only one Engine 1, Engine 201, etc.)
 - ii. This allows for seamless large-scale aid to be enacted without confusion and sacrificing crew safety.

3. Insurance

As a minimum, the City shall procure and maintain, at its own expense and cost, the following insurance policies:

- a. Workers' Compensation Insurance covering all employees of City engaged in the Work or Services in accordance with the statutory requirements of the province of BC.
- b. Comprehensive General Liability Insurance
 - i. providing for an inclusive limit of not less than \$2,000,000 for each occurrence or accident;
 - ii. providing for all sums which the City shall become legally obligated to pay for damages because of bodily injury (including death at any time resulting therefrom) sustained by any person or persons or because of damage to or destruction of property caused by an occurrence or accident arising out of or related to the Services or any operations carried on in connection with this Contract;
 - iii. including coverage for Products/Completed Operations, Blanket Contractual, Contractor's Protective, Personal Injury, Contingent Employer's Liability, Broad Form Property Damage, and Non-Owned Automobile Liability.
 - iv. including a Cross Liability clause providing that the inclusion of more than one Insured shall not in any way affect the rights of any other Insured hereunder, in respect to any claim, demand, suit or judgement made against any other Insured.
- c. Automobile Liability Insurance covering all motor vehicles, owned, operated and used or to be used by the City directly or indirectly in the performance of the Work or Services. The Limit of Liability shall not be less than \$2,000,000 inclusive, for loss or damage including personal injuries and death resulting from any one accident or occurrence.

The policies required by sections b(ii) above shall provide that the RDCK is named as an Additional Insured thereunder.

4. Other Operational Services

In the event Kelowna upgrades its existing technology or decided to provide additional services, the RDCK is guaranteed the option to participate in any upgraded or optional services at that time, provided, however, that the parties can come to mutual agreement regarding the terms of additional or upgraded service.

Kelowna agrees and covenants that existing Service levels provided to RDCK under the term of this Agreement will not be impacted by upgrades to technology or the addition

or change to optional services. In no circumstance will the upgrade or provision of additional services result in termination of this Agreement, other than as provided under section 7.2.

Schedule B

The cost schedule (including adjustment factor) applicable to the first five (5) years of the Term under this Agreement, as presented in the Proposal is as follows:

Year	2018	2019	2020	2021	2022
Operating Costs	\$77,355	\$74,458	\$76,269	\$78,125	\$80,028
FDM	\$13,911	\$11,147	\$11,147	\$11,147	\$11,147
Total Revenue	\$93,284	\$87,624	\$89,436	\$91,293	\$93,197

The above fees do not include the optional FDM service provision separately priced within the Proposal, which may be added at the request of RDCK, with actual costs to be negotiated based on services requested.

The above fees are payable as follows:

Each year, the RDCK will be billed the annual charges for the current calendar year (January 1st – December 31st);

All invoices, bills and charges rendered by Kelowna shall be paid by the RDCK within 30 days of receipt, except in the event of a state of local, provincial or federal emergency requiring additional resources.

Implementation Costs

The annual fees above for 2018 are pro-rated based on the anticipated implementation date of April 16, 2018 and also include a one-time fee of \$25,000. In addition to this cost, there is an estimated cost for implementation, as outlined in the proposal (attached as Schedule D), of \$40,700 based on research undertaken as part of the proposal process. Actual costs for implementation may vary from initial estimates and will be the responsibility of the RDCK, subject to the RDCK's written approval of such variance prior to implementation.

Schedule C

Approved Fire Department response agencies:

1. Balfour/Harrop
2. Beasley
3. Blewett
4. Boswell
5. Crescent Valley
6. Kaslo FD
7. Kaslo SAR
8. Nakusp
9. New Denver & Area
10. North Shore
11. Ootischenia
12. Pass Creek
13. Passmore
14. Riondel
15. Robson
16. Salmo
17. Slocan
18. Tarrys
19. Winlaw
20. Ymir

Note: This list is an update to the original proposal and reflects the request by RDCK to remove the following departments from the service agreement:

1. Canyon/Lister
2. Creston Fire Rescue
3. Wynndel/Lakeview
4. Yahk/Kingsgate

Schedule D

As per Regional District of Central Kootenay Regional Fire Dispatch Service Proposal (attached).

Report to Council



Date: March 12, 2018
File: 1200-40
To: City Manager
From: James Moore, Long Range Planning Manager
Subject: Healthy Housing Strategy Proposed Actions
**Report
Written By:** Michelle Kam, Sustainability Coordinator

Recommendation:

THAT Council receives, for information, the report from the Long Range Planning Manager dated March 12, 2018, with respect to the Healthy City Strategy - Healthy Housing Strategy Proposed Actions.

AND THAT Council directs staff to advance the second phase of engagement on the Healthy Housing Strategy.

AND THAT Council directs staff to further investigate and engage on the proposed Policy and Research recommendations outlined in Appendix C.

AND THAT Council directs staff to further investigate and engage on the proposed Zoning recommendations outlined in Appendix C.

AND THAT Council directs staff to further investigate and engage on the proposed Parking recommendations outlined in Appendix C.

AND THAT Council directs staff to further investigate and engage on the proposed Partnership recommendations outlined in Appendix C.

AND THAT Council directs staff to further investigate and engage on the proposed Financial Tools recommendations outlined in Appendix C.

AND FURTHER THAT Council directs staff to further investigate and engage on the proposed Advocacy recommendations outlined in Appendix C.

Purpose:

To update Council on the progress of the Healthy Housing Strategy and to receive input on the proposed actions prior to the second phase of consultation.

Background:

The City of Kelowna, in partnership with Interior Health and UBC, is leading the development of a Healthy City Strategy for Kelowna. This Strategy encompasses six key theme areas. Healthy Housing is the current theme area being addressed through the development of a Healthy Housing Strategy.

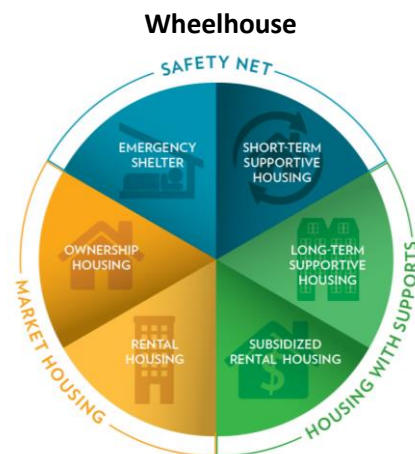
Kelowna residents are facing real housing challenges. For some in our community, accessing or maintaining healthy housing is a daily struggle. Kelowna has unprecedented number of people experiencing homelessness, extremely low rental vacancy rates and rapidly escalating home prices, leaving many residents housing vulnerable.

In November 2017, Council received the Housing Needs Assessment (HNA), which provided in-depth research and analysis on housing today and in the future. The Housing Needs Assessment outlined numerous housing gaps and recommendations to be included in the Healthy Housing Strategy including the following:

1. **Bottleneck in the Housing Wheelhouse –**

Trends in market rental and ownership housing put pressure on the long-term supportive and subsidized rental housing areas of the Wheelhouse. Demand for rental units is driving prices up, making rental units increasingly out of reach for low to moderate income and income-supported residents. Individuals accessing the Safety Net and Short-term Supportive housing areas of the Wheelhouse are increasingly stuck – unable to move into long-term secure housing. Additional supply of long-term supportive housing and affordable rental housing is needed.

2. **Need for greater housing diversity** - In Kelowna, 62 per cent of ownership housing is single detached housing. As the affordability of single detached homes grows farther out of reach for many residents, it is important to increase the diversity of housing forms available to include the 'missing middle' housing types. The 'missing middle' refers to a range of multi-unit or clustered housing types similar in scale to single-family homes that help meet the demands for a walkable city¹. Encouraging a variety of unit sizes will ensure that suitable housing is available for all ages, abilities and household types.



¹ Missing Middle: <http://missingmiddlehousing.com/>

3. **Limited supply and high demand for purpose-built rentals** - Supply is limited, vacancy rates are extraordinarily low at 0.2 per cent, and market prices are high. In addition, major new supply is taking several years to come online. As home ownership is pushed out of reach for many citizens, secure rentals will play an increasingly important role in the system. A stable and consistent supply of approximately 400 units per year will be needed to meet expected demand.
4. **Security of tenure and short-term rentals** - The trend towards secondary rental units in private houses is significant and is only expected to increase. The secondary rental market is considered much less secure, as units are more easily transferred to the short-term rental market or taken out of the rental pool altogether.
5. **The cost of housing is increasing and income isn't keeping pace** - In rental and ownership categories, almost half of Kelowna renters are spending over 30% of their annual income on housing costs. All types of households are feeling the crunch, but lone parent families and single income households are most acutely impacted. Housing costs cannot be understood in isolation. Instead, they must be looked at alongside other related costs so that we can see where there may be key linkages that offer opportunities for positive action. For instance, transportation costs and energy costs are directly related to housing location and construction, but are often left out of housing discussions.

Engagement

The above gaps were used as a basis for the first phase of housing engagement. This engagement included staff, stakeholder and an online public survey. Appendix A outlines the diversity of industry stakeholders involved in the development of the Healthy Housing Strategy and Appendix B summarizes the public survey results.

On December 6 2017, Policy and Planning staff hosted a Healthy Housing Stakeholder Workshop with a wide range of organizations that are involved in or impacted by housing in Kelowna (see Appendix A for stakeholder list). Over 30 organizations including, but not limited to, senior government, non-profits, developers, and community organizations attended. The workshop focused on several topics including innovative forms and tenure, 'missing middle' housing forms, housing partnerships, affordable units in new development and universal and accessible design.

Additionally, residents were invited to share their thoughts regarding housing in Kelowna from November 20, 2017 to January 15, 2018 through an online survey (see Appendix B for the Survey Results Report). This survey provided insight into respondent attitudes regarding current and future housing in Kelowna. A total of 1,563 completed the survey; the highest ratio of respondents being single-family home owners. A few highlights of the survey response include:

- Affordability² was the value that was ranked highest as a priority for the Healthy Housing Strategy, with stability and accessibility for all ages and abilities ranking close behind.

² Housing is considered affordable if shelter costs account for less than 30 per cent of before-tax household income. Shelter costs include rent or mortgage payments, utilities, fees and taxes.

Availability of housing was also identified as a value that should be included in the Healthy Housing Strategy;

- Courtyard/cottage housing and house-plexes³ were the most preferred housing type to be considered to further improve Kelowna's state of housing;
- Fee simple townhouses and rent-to-own were the most preferred housing tenure to be considered to further improve Kelowna's range of housing options; and
- Majority of respondents agreed that developers and government both play a role in providing affordable housing units to residents.

Role of Government

All levels of government including federal, provincial and local government, play a key role in housing. Policies, actions and funding are not confined to one level of government, and therefore coordination and collaboration are required between all levels of government to ensure housing is adequately addressed.

Both the Provincial and Federal governments have recently released Housing Strategies which include policies and funding dollars for affordable housing. Ensuring that Kelowna is appropriately poised to receive senior government funding will be included in the Healthy Housing Strategy.

Additionally, the recently approved 2018/2019 Provincial budget will have some implications for housing in Kelowna. The Province has introduced several new measures intended to cool the housing market through moderating demand. Key changes include the following items⁴:

- an immediate increase to the foreign buyer tax from 15 to 20 per cent, with an expansion to Kelowna, Kamloops, Greater Victoria and the Fraser Valley;
- two per cent speculation tax on those who don't pay income tax in BC or have removed their units from BC's long-term housing stock; and
- An increase in property transfer tax from three to five per cent on properties worth more than \$3 million.

Local governments play an important and evolving role in ensuring residents have access to adequate and affordable housing options. Local governments act as regulators to protect community interests, act as facilitators to encourage appropriate housing forms in appropriate locations and provide incentives for the development of rental buildings. Local governments are also well positioned to advocate to other government partners and align efforts with emerging federal and provincial policies and funding programs.

Proposed Actions

The City of Kelowna currently sets policy around housing, as well as provides incentives to encourage rental housing to be built. However, the City has committed to increasing its action around affordable

³ Appearance of a single-family house with the cost savings of an attached home.

⁴ Details of these new taxes are still being investigated and the impacts on the community are not yet known.

housing in Kelowna. The path forward requires bold, innovative and new directions. As Kelowna grows into a mid-sized City and is faced with the related challenges, innovation and leadership is needed to tackle the complex issue of housing.

Using the Housing Needs Assessment as the basis, 23 actions are being proposed to be included in the development of the Healthy Housing Strategy. Appendix C provides details on each of those actions. The actions include recommendations relating to:

Policy – policies such as City land investments, purpose-built rental agreements, short-term rentals and aligning transportation, energy efficiency and universal design into housing.

Research – research such as creating a more detailed inventory of the existing purpose-built rentals to ensure longevity of rental buildings.

Zoning – changes to the zoning bylaw to increase opportunities for affordable housing and innovative forms and tenure.

Parking – updates to the parking regulations to reduce costs and increase flexibility for affordable and innovative forms of housing.

Partnerships – partnerships such as formalizing a partnership with BC Housing, supporting the Regional Housing Needs Assessment and taking a lead role as a hub for community collaboration on housing.

Financial Tools – the municipality has numerous opportunities to revise the financial tools to encourage affordable housing including the creation of an Affordable Land Acquisition Strategy, reviewing Development Cost Charges and revising the Rental Housing Tax Exemption incentives.

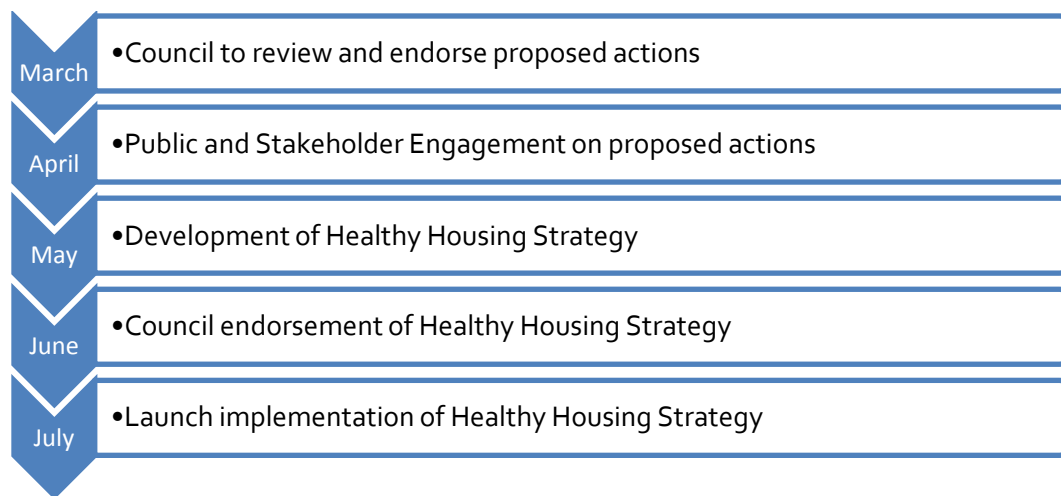
Advocacy – the local government is also positioned to advocate to senior levels of government for additional policies, taxation tools and funding opportunities.

The actions will predominantly be led by the City of Kelowna, however several actions will require further partnerships to be developed and enhanced. The actions range in level of impact, in complexity and in implementation timing to ensure that the Strategy can have short and long-term successes, be implemented within the next five years and that the impact will be felt in the community. These actions have been developed to collectively make a significant positive change to Kelowna's housing challenges.

Next Steps

Once Council direction is provided, staff will further investigate the proposed actions, execute the second phase of consultation, and begin developing the Healthy Housing Strategy content. This phase of consultation will include staff, stakeholders and a public open house on the proposed actions to include in the Healthy Housing Strategy, as well as identifying and solidifying partnerships for those actions. The actions included in the Healthy Housing Strategy will help set direction for development of the Official Community Plan 2040 and its relationship to land use and housing.

The below graphic outlines the steps to develop and complete the Healthy Housing Strategy.



The Healthy Housing Strategy is being built in collaboration with the Journey Home Strategy. The Healthy Housing Strategy will focus on policy, regulatory and partnership opportunities in three priority areas: affordability and supply, rental housing and community for all. The Journey Home Strategy will focus on developing a systems planning approach to address homelessness through the coordination and delivery of housing services and programs. Both strategies will guide work and investments decisions and will be required to significantly shift the needle on housing and homelessness. The completion of these strategies are targeted for end of June 2018.

Delivering on the full spectrum of the Wheelhouse requires challenging decisions that will impact various stakeholders both positively or negatively. The actions recommended in this report position the City into a leadership role to make real change on Kelowna's housing market that is facing unprecedented housing challenges. The goal for the Healthy Housing Strategy is to accomplish a set of actions that seek to have real, measurable and positive impacts on our housing challenges.

Internal Circulation:

Director, Community Planning & Strategic Investments
Director, Active Living & Culture
Development Services Director
Director Strategic Investments
Infrastructure Engineering Manager
Social Development Manager
Neighbourhood Development Coordinator
Community Planning Department Manager
Planner II
Urban Planning Manager
Property Officer
Community Engagement Manager
Strategic Transportation Planning Manager

Existing Policy:

Official Community Plan goal:

Address Housing Needs of All Residents. Address housing needs of all residents by working towards an adequate supply of a variety of housing.

Official Community Plan objectives:

- 5.9 - Support the creation of affordable and safe rental, non-market and/or special needs housing
- 5.23 - Address the needs of families with children through the provision of appropriate family-oriented housing
- 10.3 - Support the creation of affordable and safe rental, non-market and/or special needs housing

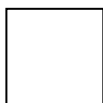
Official Community Plan policies:

- 5.22.7 - Healthy Communities
- 5.22.10 - Adaptable Housing
- 5.22.11 - Housing Mix
- 5.22.13 - Family Housing
- 5.23.1 - Ground-oriented Housing
- 7.3.1 - Housing Mix
- 10.3.1 - Housing Availability
- 10.3.2 - City-Owned Land
- 10.3.4 - Use of the Housing Opportunities Reserve Fund

Submitted by:

James Moore, Long Range Planning Manager

Approved for inclusion:



Danielle Noble-Brandt, Dept. Manager of Policy & Planning

Attachments:

Appendix A – Stakeholder Involvement

Appendix B – Healthy Housing Survey Results

Appendix C – Healthy Housing Strategy Proposed Actions

cc:

Director, Community Planning & Strategic Investments

Director, Active Living & Culture

Development Services Director

Director Strategic Investments

Infrastructure Engineering Manager
Social Development Manager
Neighbourhood Development Coordinator
Community Planning Department Manager
Planner II
Property Officer
Community Engagement Manager
Strategic Transportation Planning Manager
Healthy City Strategy Steering Committee
Healthy Housing Stakeholder Advisory Committee

Appendix A Stakeholder Involvement

As housing is a complex issue that requires consultation with a large number of staff and stakeholders, engagement on the development of the Healthy Housing Strategy has occurred with several teams including:

1. *Healthy City Strategy Steering Committee* – This committee oversees the entire Healthy City Strategy and each of the theme areas and consists of senior leaders and staff from both the City, Interior Health and UBC.

2. *City and Interior Health Technical Teams* – The City of Kelowna and Interior Health have staff technical teams that are assembled with various technical and front-line skills/experience.

3. *Healthy Housing Stakeholder Advisory Committee* – This committee includes key stakeholders who has provided guidance throughout the Healthy Housing project. This committee includes representation from the following organizations:

- BC Housing
- Canadian Home Builder's Association
- Interior Health
- School District #23
- Seniors Outreach Services Society
- Society of Hope
- United Way
- Urban Development Institute, and
- Urban Matters
- UBC

4. *Healthy Housing Stakeholder Workshop* – this workshop included a wide range of organizations that are involved in or impacted by housing in Kelowna. Over 30 organizations including, but not limited to, senior government, non-profits, developers, and community organizations attended. The organizations that attended included the following:

- Adaptable Living
- BC Housing
- Canada Mortgage and Housing Corporation
- Canadian Home Builder's Association
- Canadian Mental Health Association
- Central Okanagan Early Years Partnership
- Community Living BC
- Evangel Housing Society
- Habitat for Humanity
- Interior Health
- Kelowna Intentional Communities
- KNEW Realty
- LandlordBC
- Mama's for Mama's
- Okanagan Boys and Girls Club
- Pathways Abilities Society
- People in Motion
- Regional District of the Central Okanagan
- School District #23
- Seniors Outreach Services Society
- Society of Hope
- Tenant Resource and Advisory Centre
- United Way
- Urban Development Institute
- Urban Matters
- UBC
- Vantage Living

Healthy Housing Strategy Online Survey Results

February 2018



Introduction

Kelowna, like many other cities across Canada, is facing unprecedented housing challenges including escalating housing costs, low rental vacancy and increased population growth. As part of the Healthy Housing Strategy, the City of Kelowna has completed a Housing Needs Assessment (HNA) which identifies housing needs based on current and future trends and experiences from community partners and agencies.

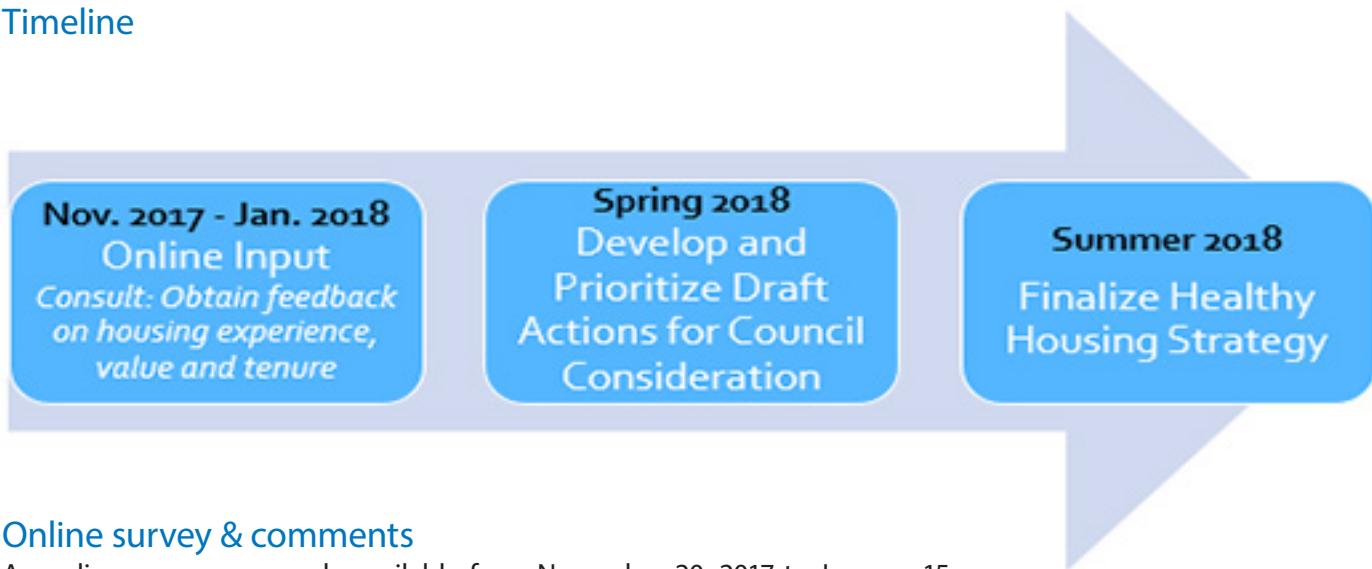
Respondent feedback, in addition to research and best practices, will help develop the Healthy Housing Strategy to meet the housing needs of residents today and tomorrow.

Summary

Residents were invited to share their thoughts regarding housing in Kelowna from November 20 to January 15 through an online survey.

The online survey provided insight into respondent attitudes regarding housing in Kelowna. Survey respondents were asked about their experience with housing in Kelowna, and where there may be opportunity for the City to improve upon housing needs for the citizens of Kelowna.

Timeline



Online survey & comments

An online survey was made available from November 20, 2017 to January 15, 2018 and was promoted through many channels, including: City of Kelowna Website, Get Involved, Facebook, Twitter and Instagram. A total of 1,563 filled out the survey with 1,096 respondents accessing the survey through the City's Get Involved public engagement website, 362 respondents accessed through a Twitter link, 67 respondents accessed through a Facebook link and 38 respondents accessed through the City of Kelowna Website.

Results from the online surveys such as this are a collection of opinions and perceptions from interested or potentially affected residents, and not a statistically significant random sample of all Kelowna residents. This report contains results from the survey, due to the opt-in and open method, results are qualitative in nature.

"We have been in BC for three years and it was very difficult to find rentals that were pet friendly and affordable. We were finally able to purchase a mobile home as that was all we qualified to purchase."
– Survey respondent

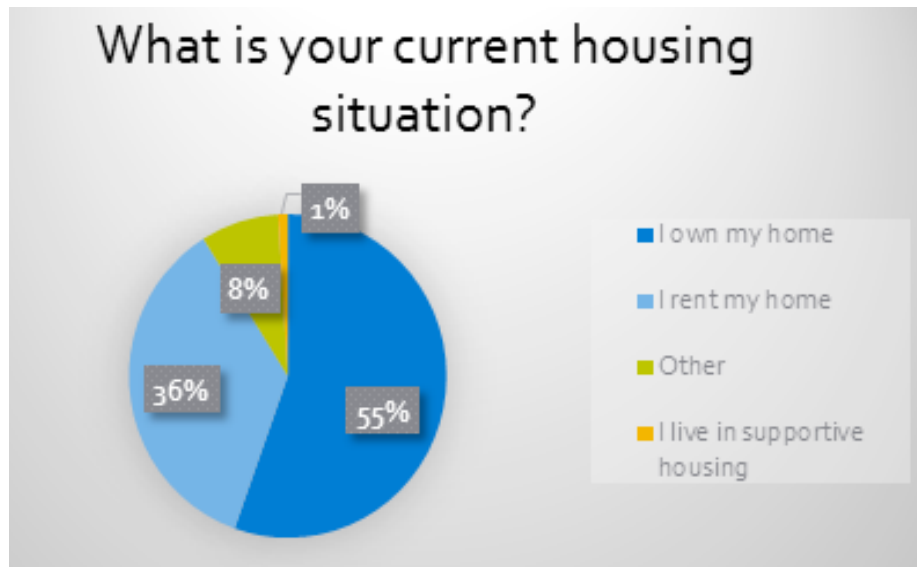
Online survey & comments (cont.)

The primary objectives of the engagement were to:

- ▶ Gather input on general attitudes towards housing in Kelowna
- ▶ Obtain input from residents regarding what is important for the future of housing in Kelowna

Who we heard from

Of the 1,563 respondents who completed the survey, 875 (55 per cent) identified themselves as someone who owns their own home, 564 (36 per cent) identified themselves as someone who rents their home, 125 (eight per cent) said other and 12 (one per cent) people said they live in supportive housing. According to postal code information provided a majority of respondents stated they live in Kelowna.

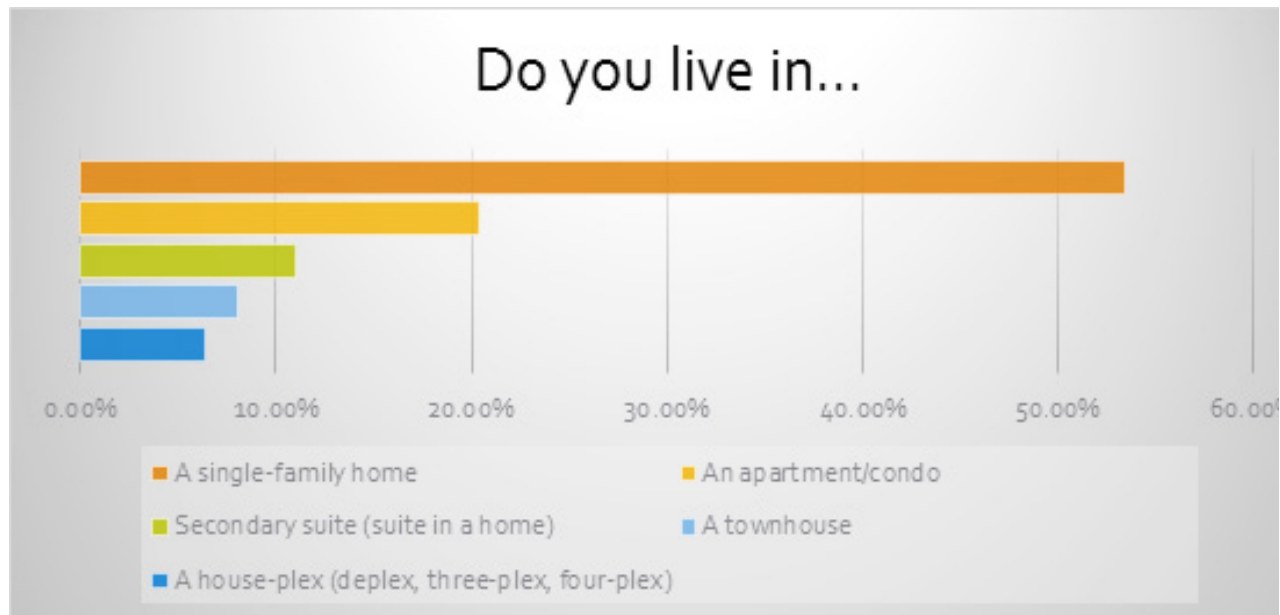


According to the surveyed 1,563 respondents, the majority of respondents (90 per cent) said they receive no support to help maintain their housing, 75 (five per cent) said they receive financial support such as rent subsidies, 64 (four per cent) people said other, and 27 (one per cent) people said they receive service supports such as health or social supports.

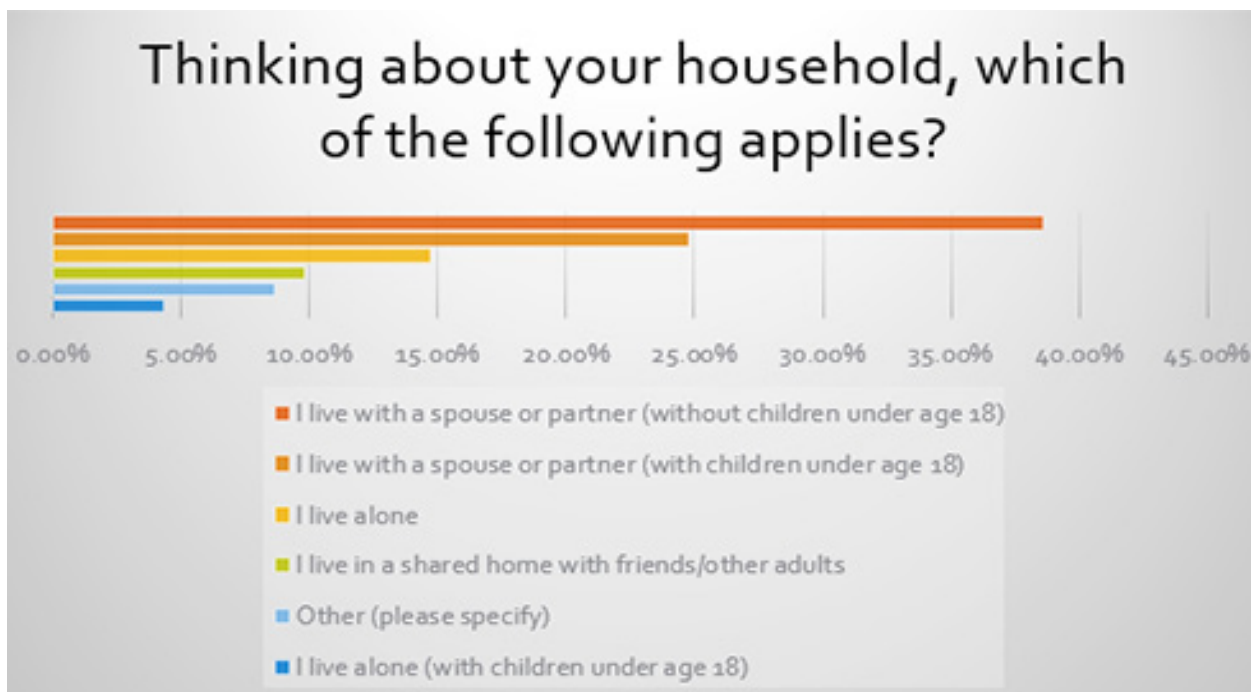


Experience with housing

Survey respondents were asked about their current living situation to gain insight into their housing experience in Kelowna. Out of those surveyed respondents, 842 (53 per cent), said they live in a single-family home with 322 (20 per cent) residing in an apartment/condo.



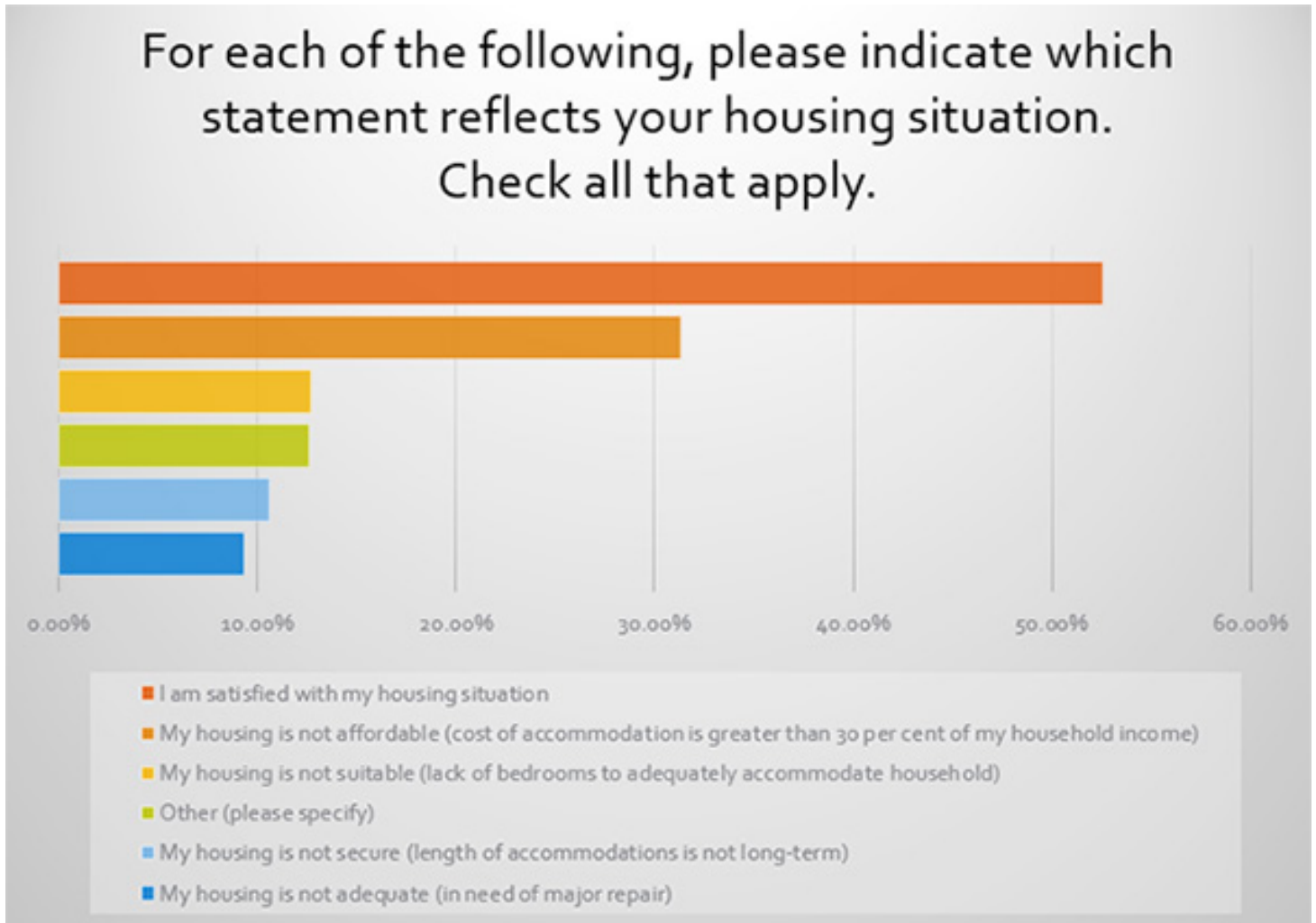
The majority of survey respondents (39 per cent) identified as living with a spouse or partner (without children under age 18), 25 per cent live with a spouse or partner (with children under age 18), while 15 per cent live of respondents live alone.



"Our government (local, federal, and provincial) all need to realize how dire the rental situation is throughout the Okanagan. The cost of rentals and the lack of pet friendly housing is insanely high." – Survey respondent

Experience with housing (cont.)

To gain insight regarding survey respondents' attitudes towards their housing situation, respondents were asked to identify which of the following statements applied to their situation. The majority of respondents (53 per cent) identified as being satisfied with their housing situation, while 31 per cent said their housing is not affordable (cost of accommodation is greater than 30 per cent of my household income).

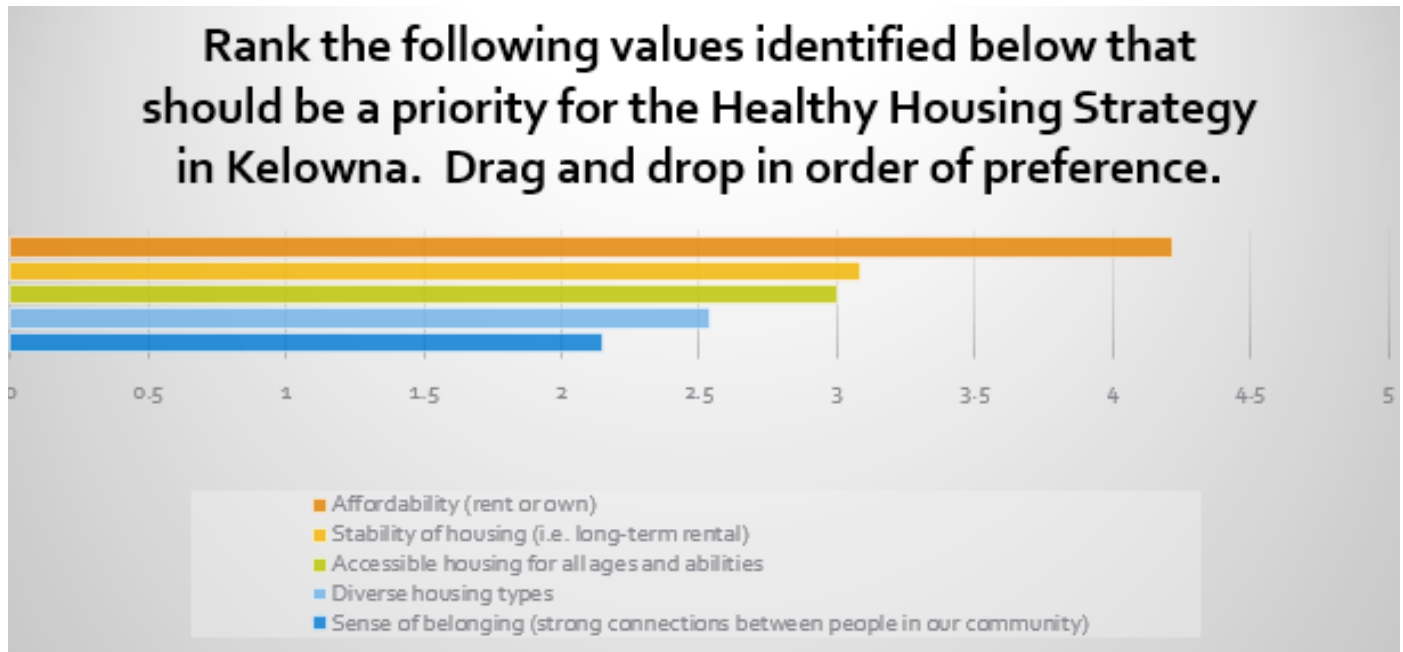


Values

Respondents were asked to rank five values from least important to most important, and an average score was determined for each value. The highest ranked value identified as a priority for the Healthy Housing Strategy in Kelowna was affordability (rent or own), with a score of 4.22 (out of a possible top score of five). The lowest identified priority for the Healthy Housing Strategy was a sense of belonging (strong connections between people in our community).

Although the basement suite we live in is too small (single bedroom when we actually require three) it would not be possible to move elsewhere in Kelowna because of the insanity of the cost of housing. So we're kind of "stuck". – Survey respondent

Values (cont.)



A follow-up question asked respondents if there were any values missing that should be considered. The top missing value was the availability of housing in Kelowna.

This question was open-ended and responses were provided by participants. The text was analyzed through the survey tool “word cloud” and the top tags were created as categories. The five themes are listed in order of the frequency they were mentioned.

Important Home Ownership Density Seniors Think Roads
 Transportation Life Community
 Ability Pets Public Transit Affordable
 Single Family Housing Infrastructure
 Rental Security Access Walking Parking
 Water Property Green Space Homeless Condos

Values (cont.)

Top 5 Themes

- ▶ Availability of housing
- ▶ Affordability
- ▶ Rental availability
- ▶ Pet-Friendly Rentals
- ▶ Accessibility

The majority of respondents (35 per cent) thought missing values to be considered for the Healthy Housing Strategy was the affordability and availability of housing in Kelowna. Eighteen per cent of respondents thought rental availability and the availability of pet-friendly rentals was a missing value, as well as accessibility as it relates to good and services.

Survey respondents were then given an open-ended question asking: When you look 10 years or more into the future what is the most pressing issue you are concerned about regarding the housing needs for the next generation? The following word cloud was generated and themes were determined accordingly:

Expensive High Density Issues Age Access Life Housing Prices
 Planning Affordability and Availability Infrastructure
 Able to Afford Ownership Cost Ability
 Affordable Housing Buyers Live Parking Rental
 Traffic Own Home Low Income Property Supply Next Generation
 Water Developers

Top 5 Themes

- ▶ Affordable housing
- ▶ Quality of life
- ▶ Rental availability
- ▶ Availability of housing
- ▶ Opportunity to own a home

The plurality of respondents (over 70 per cent) identified the most pressing issue regarding housing needs for the next generation will be the lack of affordable housing in Kelowna. Survey respondents are also concerned about living a comfortable lifestyle, the availability of rental units and housing as well as the ability to own a home in Kelowna.

Housing types and tenure

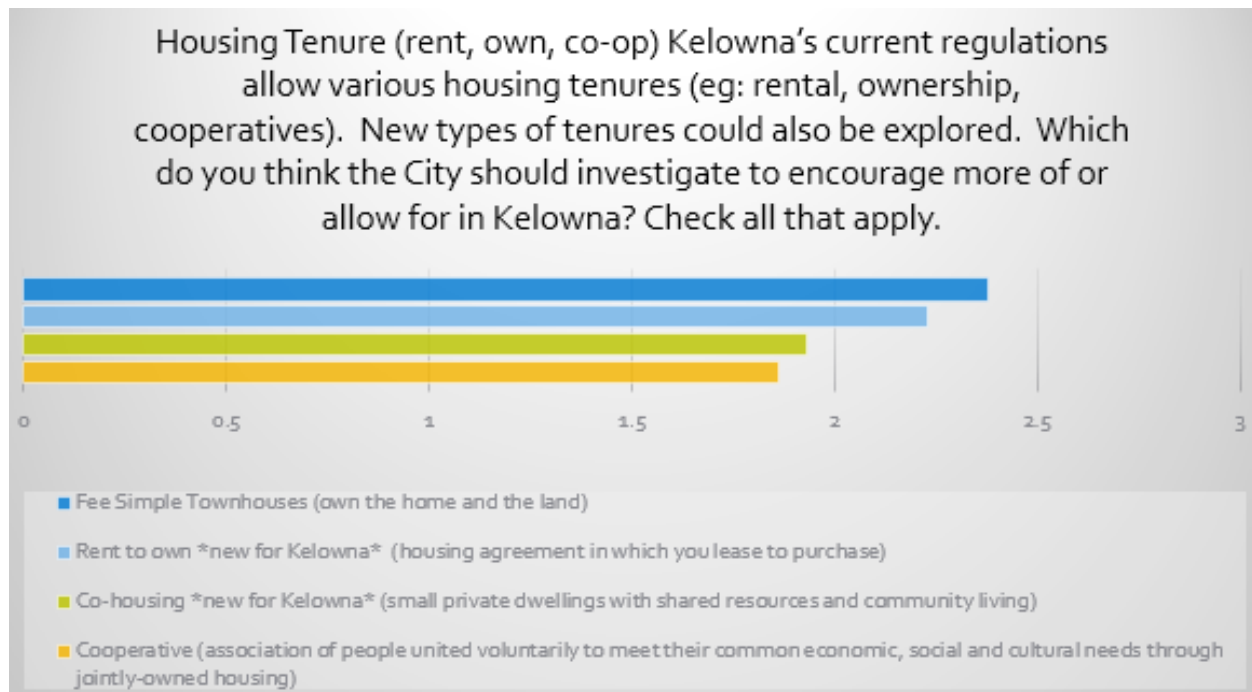
Respondents were asked to indicate for each housing type whether it was Very Preferred, Somewhat Preferred, Not Preferred or they didn't know. The results were then weighted to give a final score out of three. The majority of respondents (2.23 out of three) thought bungalow courtyard/cottage housing should be considered by the City as a housing type to further improve Kelowna's state of housing. Respondents (2.06 out of three) also thought a house-plex (appearance of a single-family housing and the cost savings of attached homes) would improve the state of housing in Kelowna. Micro suites were the least preferred housing type.



Using the same type of weighted scale, respondents were also asked to show their preferences for housing tenure. The results were also weighted to give a final score out of three. Free simple townhouses (own the home and land) were the most preferred (2.38 weighted average) and cooperative housing (association of people united voluntarily to meet their common economic, social and cultural needs through jointly-owned housing) the least preferred.

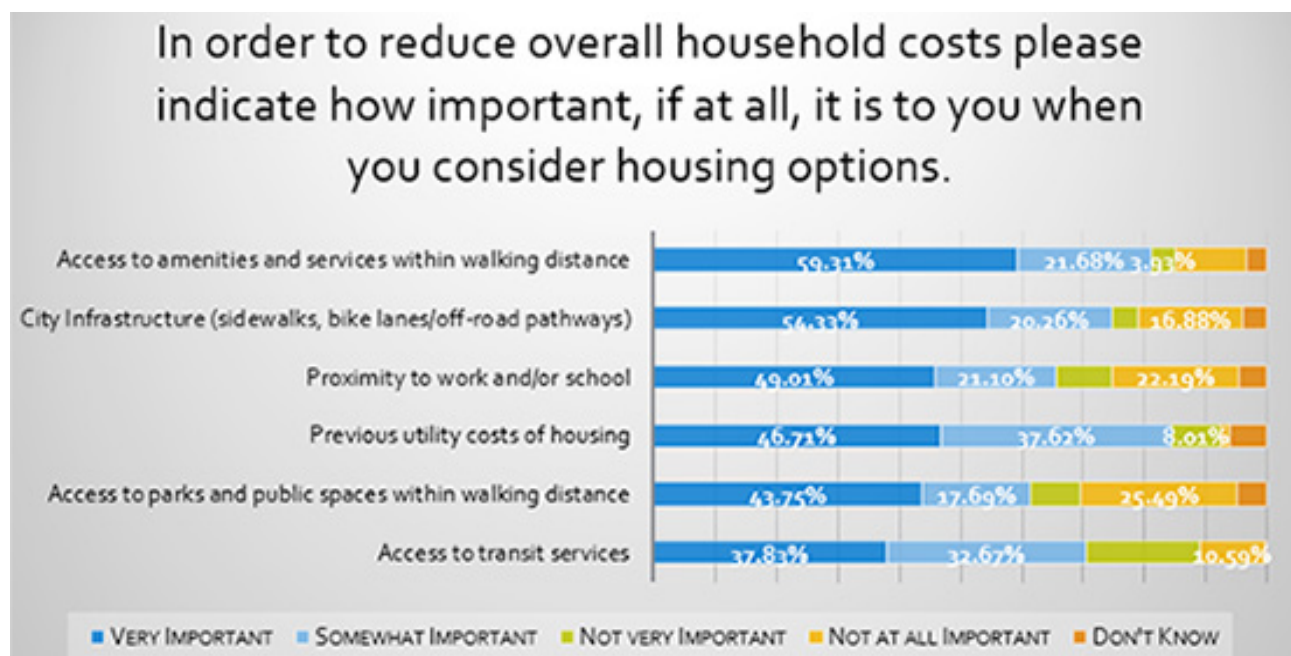
"We are considering selling our house and moving into a townhouse. When we're older we would consider the bungalow courtyard cottage type of housing."
– Survey respondent

Housing types and tenure (cont.)



Housing and partnerships

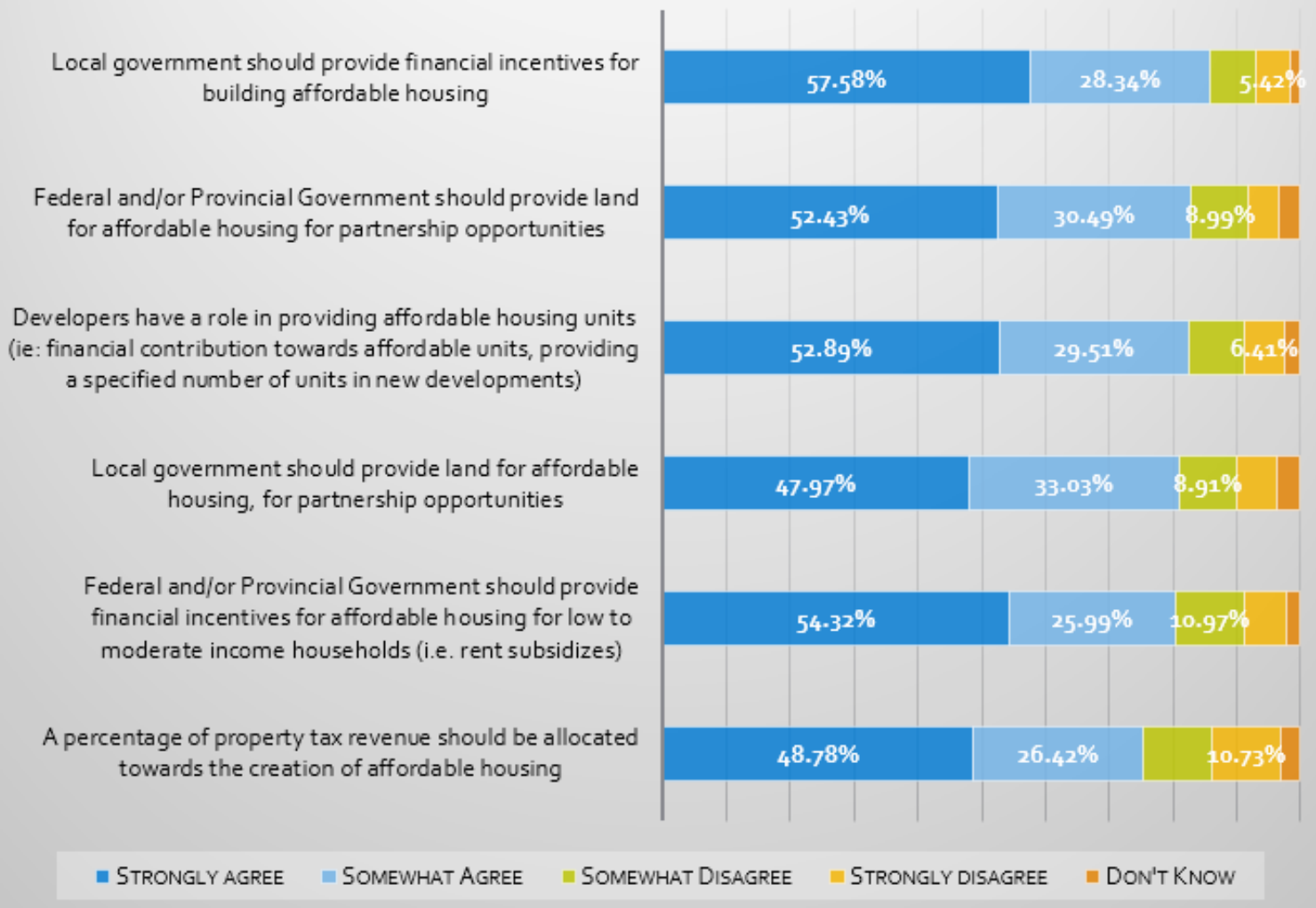
Respondents were given a list of factors and asked to rate the importance of each factor when considering housing options. Previous utility costs of housing was the most important and access to parks and public spaces within walking distance was the least important (though 61.44 per cent of respondents still said it was Very Important or Somewhat Important).



Housing and partnerships (cont.)

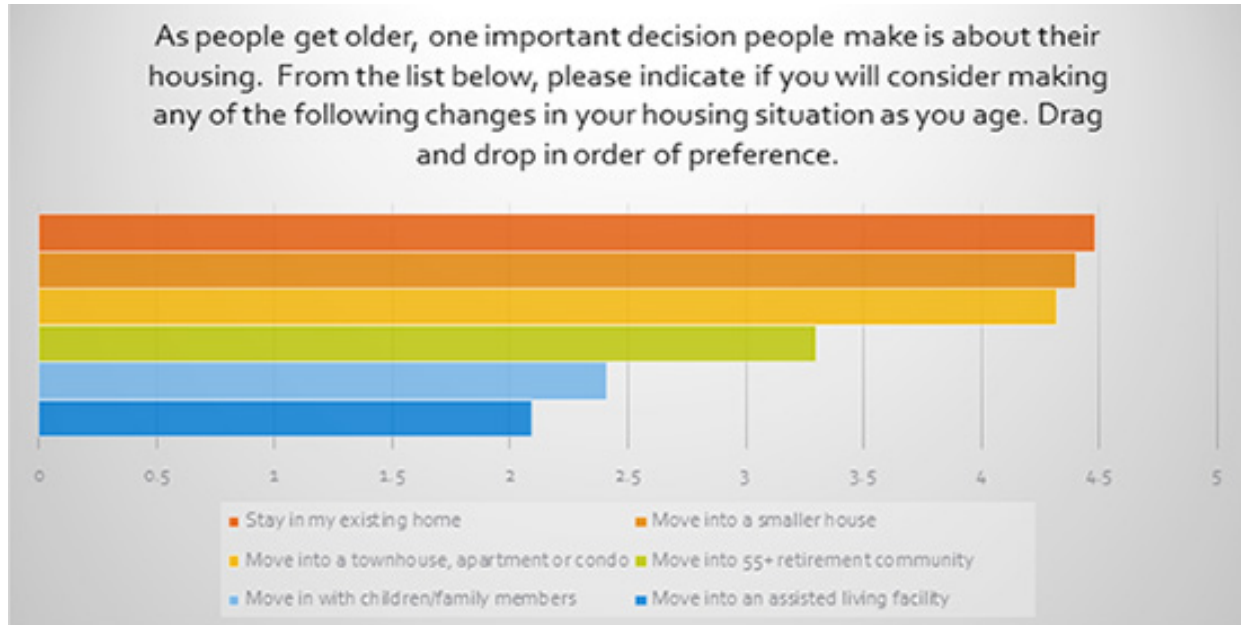
Respondents were given a list of actions that can be taken to create new affordable housing and asked to indicate their level of agreement with each action. The majority of survey respondents (over 82 per cent) agreed that developers have a role in providing affordable housing units to residents. Having a percentage of property tax revenue allocated towards the creation of affordable housing was the least important (though 72.5 per cent of respondents still said it was Very Important or Somewhat Important.)

In rental and ownership categories, many Kelowna residents are spending over 30% of their annual income on housing costs. Both private and public sectors need to share responsibility in creating new affordable housing stock and partnerships will be critical moving forward. Continued action needs to be taken to expand affordable housing in Kelowna. Rate your level of agreement/non-agreement for the following.

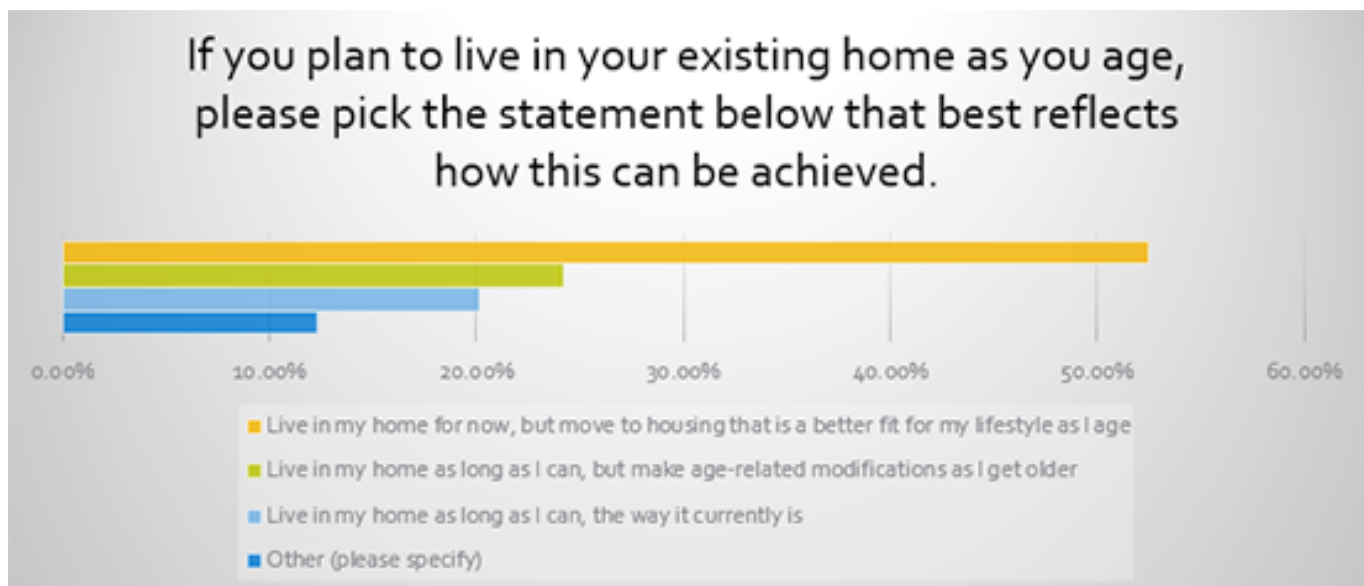


Housing for all ages and abilities

Respondents were given a list of changes they can make to their housing as they get older and asked to order the options in terms of preference. The results were weighted to give each option a final weighted score out of six. “Stay in my existing home” was the top preference with a weighted score of 4.48, while “move into an assisted living facility” was indicated as least important with a score of 2.09 out of six.



Respondents were then asked about how they will live in their existing home as they age. The plurality of respondents (52.46 per cent) indicated that they would live in their home for now, but move to housing that is a better fit for my lifestyle as they age, while 20 per cent of respondents identified that they would live in their home as long as they can, the way it currently is.



Housing for all ages and abilities

Survey respondents were posed an open-ended question asking: What else would help you stay in your existing home as you age? The following word cloud was generated and themes were determined accordingly:



Top 5 Themes

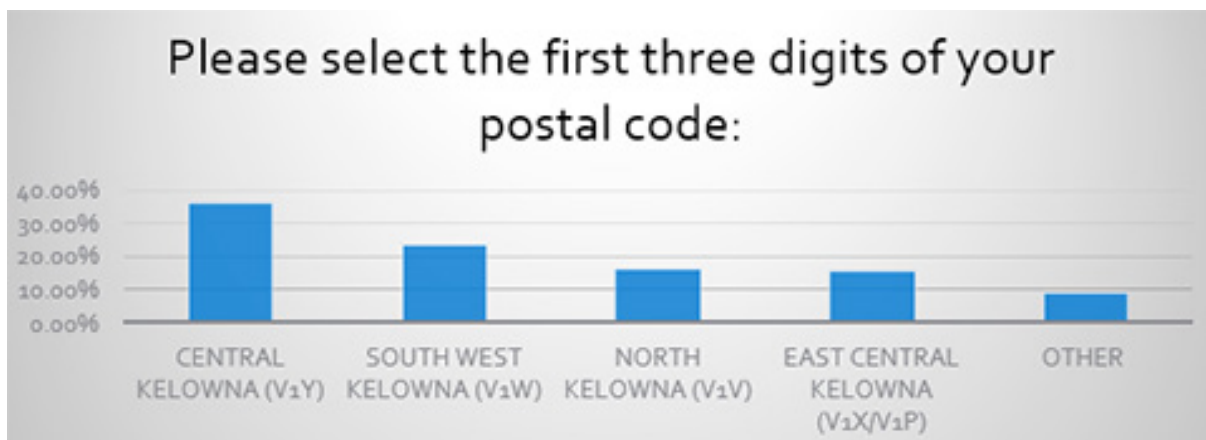
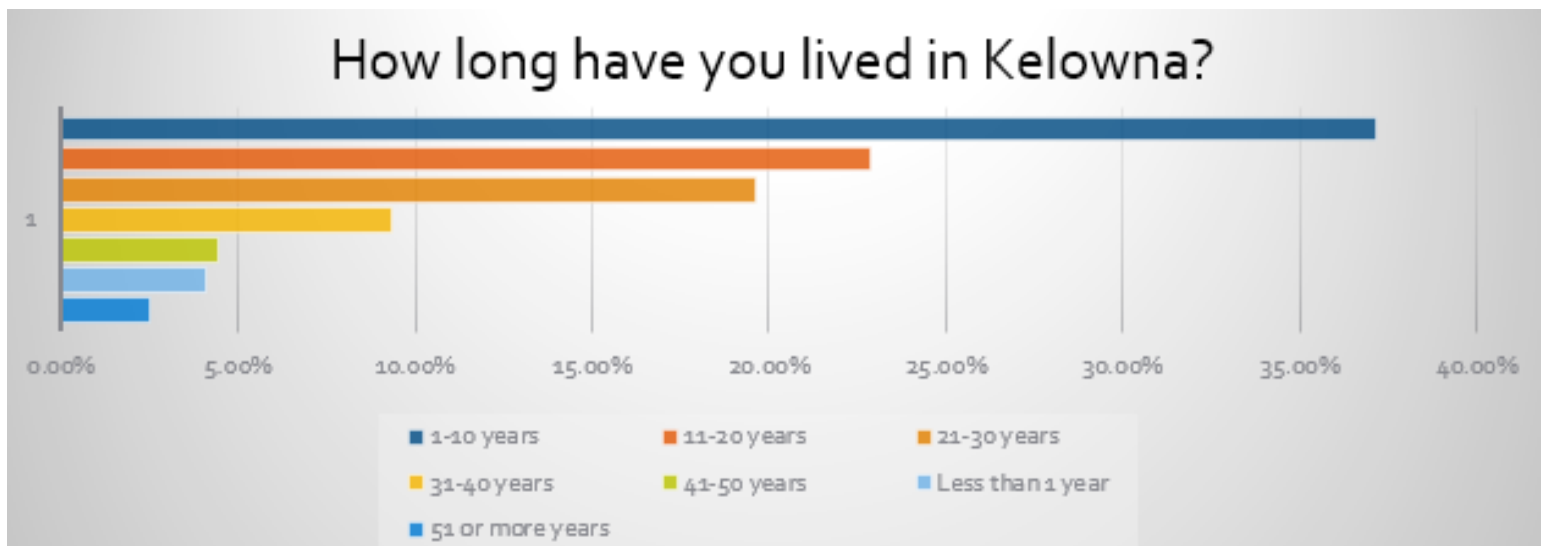
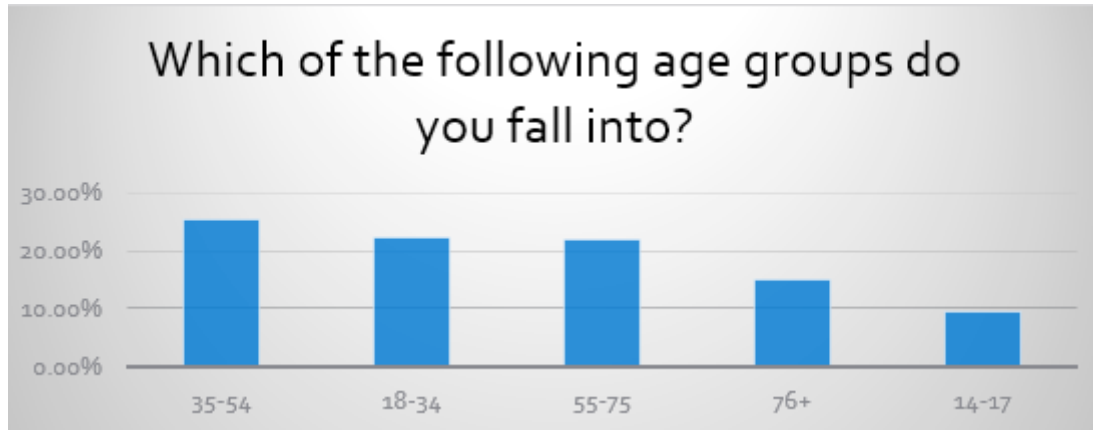
- ▶ Affordable housing
- ▶ Rental availability
- ▶ Property tax increases
- ▶ Accessibility to services
- ▶ Family support

The majority of respondents (over 20 per cent) identified “affordable housing” as a factor that would help them to stay in their existing home as they age. The availability of rental units, property tax increases, accessibility and the support of family were also identified as important factors to respondents.

“Rental assistance or mortgage assistance. Perhaps turning a basement into a suite to generate more income. Modifications to the house could be mandatory to accommodate lack of mobility. These are all costly renovations that most elderly cannot afford.” – Survey respondent

Survey respondent demographics

Over 68 per cent of respondents identified as being over the age of 35 with 60 per cent identified as female. The majority of survey respondents (41 per cent) acknowledged themselves as someone who has lived in Kelowna for 10 years or less. The majority of survey respondents (36 per cent) identify as being from the postal code "V1Y", which is central Kelowna.



Final comments

Survey respondents were asked to provide any additional comments they felt were applicable to the survey. The following word cloud was generated and themes were determined accordingly:

Pay Taxes Long Run Believe Next Generation Access Insane Survey
 Levels of Government Family Middle Class Rent Employed
 Affordable Stop Building Kelowna High Rises Live
 Start Building Rental Ask Developers Upper Mission Encourage
 Reduce Traffic Pet Public Transportation Increase Taxes Outside

Top 5 Themes

- ▶ Desire to live in Kelowna
- ▶ Affordability
- ▶ Rental availability
- ▶ Quality of life
- ▶ Family

The majority of respondents (over 27 per cent) made a statement regarding their desire to live in Kelowna paired with the fact that Kelowna is becoming un-affordable for many citizens. Many respondents commented on the lack of rental units in Kelowna, and the fact that many citizens are not satisfied with their living situation, therefore sacrificing their quality of life. Several comments mentioned a concern for family members who may not be able to live in Kelowna in the future.

"I am less concerned about the rental market and more concerned with the home buyers prices. Young families will not be able to move here, and Kelowna is quickly changing to an "old and rich" market only." – Survey respondent

"It is a struggle for young families to get into the housing market with current prices in Kelowna, especially while paying high rent prices it's a challenge to come up with a hefty down payment." – Survey respondent

Appendix C

Healthy Housing Strategy – *Proposed* Actions

Policy and Research Recommendations

Action	Details	Level of Impact	Timeline
1 - Create policies for City land investments	Create policies for City dispositions: <ol style="list-style-type: none"> 1. Align City's housing and density objectives with dispositions; and 2. Maintain housing on long-term land acquisitions until re-development occurs. 	Moderate	Short-term
2- Research and inventory the existing purpose-built rental buildings	Research and inventory the existing purpose-built rental buildings (including age, condition and opportunities), align with National and Provincial funding opportunities and investigate protection measures.	Low to moderate	Short to mid-term
3 - Increase the purpose-built rental agreements from 10 to 25 years	Increase the Housing Agreement requirements from 10 to 25 years to receive for City incentives for purpose-built rentals.	High	Short-term
4- Encourage universal and accessible design to be included as an option for new development	Develop policies in the OCP2040 to encourage housing units to incorporate universal and accessible design.	Low	Mid-term
5 - Integrate the Growth Management Strategy with the transportation network	Ensure that housing density and affordable housing is located near alternative transportation options including the Frequent Transit Network to reduce household carrying costs.	Moderate	Short-term
6 - Develop an Energy Step Code Implementation Plan	Develop an Energy Step Code Implementation Plan to increase energy efficiency and reduce utility costs in new builds to reduce household carrying costs.	Low to moderate	Short-term
7 - Develop policies and regulations addressing short-term rentals	Develop policy and regulations regarding short-term rentals in Kelowna to address the impacts to the rental market.	Low to moderate	Short-term

Zoning Bylaw Recommendations

Action	Details	Level of Impact	Timeline
8 - Increase opportunities for infill subdivisions	Complete a review of residential zones in the Zoning Bylaw to determine if regulations can be reduced to encourage infill housing.	Moderate	Short-term
9 - Increase opportunities for infill housing forms	Including increasing permissiveness for duplexes, carriage homes, small housing and houseplexes	Moderate	Short-term
10 - Increase opportunities for innovative forms and tenure	Investigate opportunities for innovative forms including tiny homes and fee-simple row housing and innovative tenure including co-housing and cooperatives.	Moderate	Mid-term
11 - Increase supply of affordable housing	Investigate options to increase the supply of affordable housing including inclusionary zoning or density bonusing.	High	Mid-term

Parking Recommendations

Action	Details	Level of Impact	Timeline
12 - Adjust parking regulations to increase flexibility for 'missing middle' housing forms	As part of the comprehensive review of the Parking Section of the Zoning Bylaw, investigate flexible options for parking	Moderate	Mid-term
13 - Reduce or eliminate parking requirements for infill and affordable housing forms	As part of the comprehensive review of the Parking Section of the Zoning Bylaw, reduce or eliminate the parking requirements for infill and affordable housing forms.	Moderate	Mid-term

Partnership Recommendations

Action	Details	Level of Impact	Timeline
14 - Formalize a partnership with BC Housing	The City of Kelowna has several successful partnerships with BC Housing. A formal partnership will ensure there is a consistent, ongoing and committed approach to housing in Kelowna.	High	Mid-term

15 - City to take a lead role as a hub for community collaboration on housing	The City of Kelowna has the opportunity to act as an on-going hub for community collaborations on housing.	Moderate	Short-term
16 – Co-host Annual Housing Symposium	The City of Kelowna to host an annual housing symposium to provide information on grants and opportunities and to encourage developers, builders, lenders, housing providers and social organizations to work together for housing partnerships in Kelowna. Also include information and/or training on universal and accessible design and energy efficiency.	Moderate	Short-term
17 - Develop a Community Energy Retrofit Strategy	In partnership with FortisBC, develop a Community Energy Retrofit Strategy to encourage and incentivize existing buildings to become more energy efficient. This will reduce household carrying costs as energy bills will be reduced.	Moderate	Short-term
18 - Regional Housing Needs Assessment	Investigate opportunities for the City of Kelowna to support the Regional Housing Needs Assessment.	Moderate	Short-term

Financial Tools Recommendations

Action	Details	Level of Impact	Timeline
19 - Develop an Affordable Housing Land Acquisition Strategy and Corresponding Funding Strategy	City to create an Affordable Housing Land Acquisition Strategy that targets land in support of affordable housing in Kelowna. Develop a corresponding funding strategy to support land acquisition via the Housing Opportunities Reserve Fund.	High	Mid-term
20 – Development Cost Charge (DCC) Bylaw Review	As part of the DCC Bylaw review, investigate options to increase affordable housing in Kelowna including adjusting DCC's to encourage affordable and the 'missing middle' housing forms.	High	Mid-term
21 - Revise Rental Housing Tax Exemption Bylaw	Investigate revising the Rental Housing Tax Exemption Bylaw to a tiered system for profit organizations and non-profit organizations.	Moderate	Short-term

Advocacy Recommendations

Action	Details	Level of Impact	Timeline
22 - Advocate to Senior Government for additional tools	Advocate for changes to provincial legislation such as municipalities taxation tools and affordable rental zoning.	Low	Short-term
23 - Advocate to Senior Government for additional funding	Advocate to the Provincial and Federal Governments for funding opportunities for affordable housing in Kelowna. Align with and leverage the National Housing Strategy and the Provincial Housing Strategy.	Moderate to high	Short-term

Alignment of gaps, recommendations and proposed actions

Gaps Identified (HNA)	Recommendations (HNA)	Proposed Actions for Healthy Housing Strategy
Bottleneck in the Wheelhouse	Foster Housing Partnerships	1 - Create policies for City land investments
		14 - Formalize a partnership with BC Housing
		15 - City to take a lead role as a hub for community collaboration on housing
		16 – Co-host Annual Housing Symposium
		19 - Develop an Affordable Housing Land Acquisition Strategy and Corresponding Funding Strategy
		22 - Advocate to Senior Government for additional tools
		23 - Advocate to Senior Government for additional funding
	Coordinate Regional Housing Needs	18 - Regional Housing Needs Assessment
Need for Greater Housing Diversity	Explore Innovative Housing Forms and Tenure	8 - Increase opportunities for infill subdivisions
		9 - Increase opportunities for infill housing forms
		10 - Increase opportunities for innovative forms and tenure
		11 - Increase supply of affordable housing
		13 - Reduce or eliminate parking requirements for infill and affordable housing forms
	Address the 'Missing Middle'	8 - Increase opportunities for infill subdivisions
		9 - Increase opportunities for infill housing forms
		10 - Increase opportunities for innovative forms and tenure

		11 - Increase supply of affordable housing
		12 - Adjust parking regulations to increase flexibility for 'missing middle' housing forms
	Universal and Adaptable Housing Design	4- Encourage universal and accessible design to be included as an option for new development
		16 – Co-host Annual Housing Symposium
	Increase Family-Oriented Housing Supply	8 - Increase opportunities for infill subdivisions
		9 - Increase opportunities for infill housing forms
		10 - Increase opportunities for innovative forms and tenure
		11 - Increase supply of affordable housing
Limited Supply and High Demand for Purpose-Built Rentals	Increase the Supply and Stability of Rental Housing	14 - Formalize a partnership with BC Housing
		19 - Develop an Affordable Housing Land Acquisition Strategy and Corresponding Funding Strategy
		21 - Revise Rental Housing Tax Exemption Bylaw
	Protect the Existing Rental Stock	1 - Create policies for City land investments
		2- Research and inventory the existing purpose-built rental buildings
		3 - Increase the purpose-built rental agreements from 10 to 25 years
Security of Tenure and Short-Term Rentals	Address the Impacts of Short-Term Rentals	7 - Develop policies and regulations addressing short-term rentals
	Include Affordable Housing in New Developments	11 - Increase supply of affordable housing
		20 – Development Cost Charge Bylaw Review

The Cost of Housing is Increasing and Incomes Aren't Keeping Pace	Reduce Household Carrying Costs	5 - Integrate the Growth Management Strategy with the transportation network
		6 - Develop an Energy Step Code Implementation Plan
		17 - Develop a Community Energy Retrofit Strategy

Healthy Housing Strategy Proposed Actions

Healthy Housing Strategy

- Guide the development of a Strategy to address housing affordability and supply, rental housing and community for all
- Focus on policy, regulations and procedures for subsidized, rental and ownership housing



Journey Home

- Guide the development of a community vision for *addressing homelessness*
- Focus on a systems approach to deliver housing services in the Safety Net and Housing with Supports areas of housing



Housing Crisis

“The most urgent financial issue facing Canadians today is the high cost of housing”

FCM, Fixing Canada's
Housing Crunch

Highlights of HNA

- Gaps:
 - ✓ 11 identified
- Recommendations:
 - ✓ 9 recommendations for Journey Home
 - ✓ 11 recommendations for Healthy Housing Strategy



Wheelhouse



Healthy Housing Vision

The housing needs of all Kelowna residents are met through attainable, accessible and diverse housing options.

Healthy and Resilient Housing



- Diversity of form and tenure
- Affordability and accessibility
- Inclusiveness
- Coordination

Healthy Housing Stakeholder Committee

- BC Housing
- Canadian Home Builder's Association
- Interior Health
- School District #23
- Seniors Outreach Services Society
- Society of Hope
- United Way
- Urban Development Institute, and
- Urban Matters
- UBC

Healthy Housing Stakeholder Workshop Participants

- Adaptable Living
- BC Housing
- CMHC
- CHBA
- Canadian Mental Health Association
- Central Okanagan Early Years Partnership
- Community Living BC
- Evangel Housing Society
- Habitat for Humanity
- Interior Health
- Kelowna Intentional Communities
- KNEW Realty
- LandlordBC
- Mama's for Mama's
- Okanagan Boys and Girls Club
- Pathways Abilities Society
- People in Motion
- RDCO
- School District #23
- Seniors Outreach Services Society
- Society of Hope
- Tenant Resource and Advisory Centre
- United Way
- UDI
- Urban Matters
- UBC
- Vantage Living

Healthy Housing Stakeholder Workshop

- Innovative forms and tenure
- Missing middle
- Universal and adaptable design
- Security and supply of long-term rentals
- Affordable units in new development
- Housing partnerships
- Short-term rentals

Online Survey Results

- **1,563 surveys** completed
- **Top priorities** – affordability, stability and accessibility of housing
- Interested in **new housing types**
- Interested in **new housing tenure**
- Feel both **private and public sectors** should share the responsibility in affordable housing



Housing Needs Assessment Gaps

- Bottleneck in the Wheelhouse
- Limited supply and high demand for purpose built rentals
- Security of tenure and short-term rentals
- The cost of housing is increasing and incomes aren't keeping pace
- Need for Greater Housing Diversity

'Missing Middle' Housing Forms



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Categories for Proposed Actions

1. Policy and Research
2. Zoning
3. Parking
4. Partnership
5. Financial tools
6. Advocacy



Policy and Research Actions

1. Create policies for City land investments
2. Research and inventory the existing purpose-built rental buildings
3. Increase the purpose-built rental agreements from 10 to 25 years
4. Encourage universal and accessible design

Policy and Research Actions

5. Integrate the Growth Management Strategy with the transportation network
6. Develop an Energy Step Code Implementation Plan
7. Develop policies and regulations addressing short-term rentals

Zoning Bylaw Actions

- 8. Increase opportunities for infill subdivisions
- 9. Increase opportunities for infill housing forms
- 10. Increase opportunities for innovative forms and tenure
- 11. Increase supply of affordable housing

Parking Actions

- 12. Adjust parking regulations to increase flexibility for 'missing middle' housing forms
- 13. Reduce or eliminate parking requirements for infill and affordable housing forms

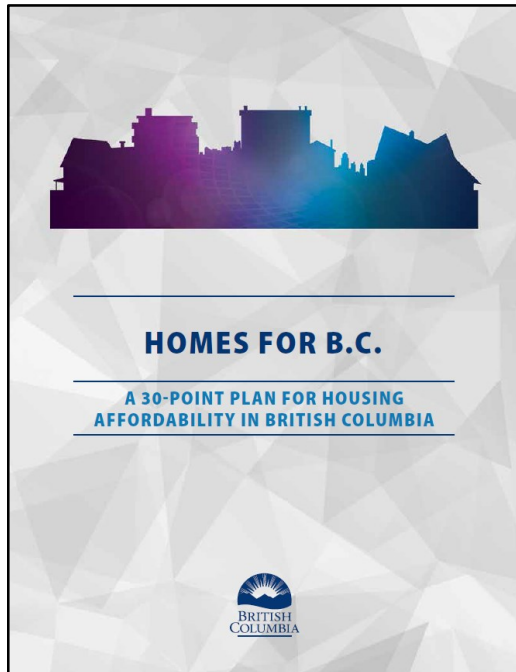
Partnership Actions

- 14. Formalize a partnership with BC Housing
- 15. City as a hub for community collaboration on housing
- 16. Co-host Annual Housing Symposium
- 17. Develop a Community Energy Retrofit Strategy
- 18. Regional Housing Needs Assessment

Financial Tools Actions

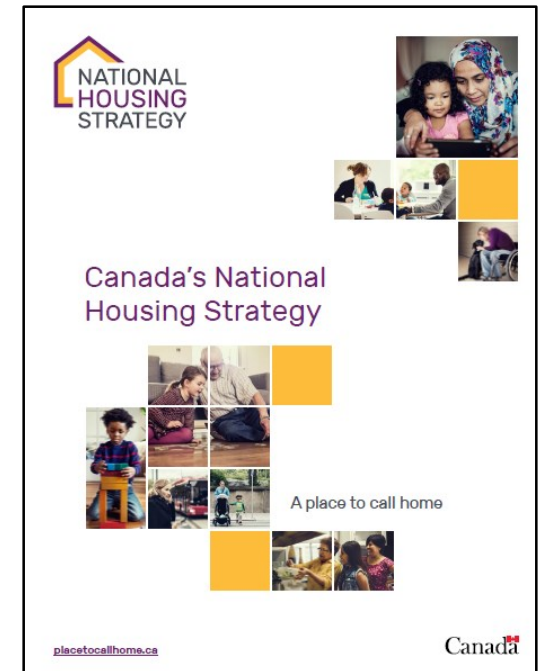
- 19. Develop an Affordable Housing Land Acquisition Strategy and corresponding Funding Strategy
- 20. DCC Bylaw Review
- 21. Revise Rental Housing Tax Exemption Bylaw

Advocacy Actions



22. Advocate to Senior Government for additional tools

23. Advocate to Senior Government for additional funding



Development of Healthy Housing Strategy

- 5-year plan and actions will be implemented based on priority, impact and resources
- Aligning with the Journey Home Strategy



Healthy Housing Strategy

What direction is required for the Healthy Housing Strategy to make significant changes for our residents?

- Bold and innovative actions
 - City leadership
- Partnership development

Next Steps

