

# City of Kelowna

## Regular Council Meeting

### AGENDA



Monday, April 11, 2016

9:00 am

Knox Mountain Meeting Room (#4A)

City Hall, 1435 Water Street

Pages

1. Call to Order
2. Confirmation of Minutes 2 - 4  
Regular AM Meeting - April 4, 2016
3. Reports
  - 3.1 Winter Sidewalk Clearing Strategy 30 m 5 - 7  
To provide Council with an overview of challenges in keeping sidewalks clear of snow and ice, and present costs for increased service levels to improve mobility on sidewalks during winter months.
4. Resolution Closing the Meeting to the Public  
THAT this meeting be closed to the public pursuant to Section 90 (1) (e) of the Community Charter for Council to deal with matters relating to the following:
  - Acquisition, Disposition, or Expropriation, of Land or Improvements
5. Adjourn to Closed Session
6. Reconvene to Open Session
7. Issues Arising from Correspondence & Community Concerns
  - 7.1 Mayor Basran, re: Issues Arising from Correspondence 30 m
8. Termination



## City of Kelowna Regular Council Meeting Minutes

Date: Monday, April 4, 2016  
 Location: Knox Mountain Meeting Room (#4A)  
 City Hall, 1435 Water Street

Members Present Deputy Mayor Luke Stack, Councillors Maxine DeHart, Ryan Donn, Gail Given, Tracy Gray, Charlie Hodge, Brad Sieben and Mohini Singh,

Members Absent Mayor Colin Basran

Staff Present City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Council Recording Secretary, Arlene McClelland

(\* Denotes partial attendance)

### 1. Call to Order

Deputy Mayor Stack called the meeting to order at 9:02 a.m.

### 2. Confirmation of Minutes

Moved By Councillor Given/Seconded By Councillor DeHart

**R223/16/04/04** THAT the Minutes of the Regular AM Meeting of March 21, 2016 be confirmed as circulated.

Carried

### 3. Reports

#### 3.1 City Clerk, Verbal Update, re: April 26, 2016 Public Hearing & Regular Meeting Agenda Items

City Clerk:

- Provided and update of the number of items scheduled for the April 26, 2016 Public Hearing and Regular Meeting.

Council:

- Directed staff to schedule items over two Public Hearings.

#### 3.2 Councillor Hodge, Verbal Update, re: Local Government 2016; Current Issues Conference

Moved By Councillor Donn/Seconded By Councillor Singh

**R224/16/04/04** THAT Council authorizes the amendment of expenses from \$1,200.00 to \$1,650.00 paid in accordance with Council Remuneration and Expense Bylaw No. 7547 for Councillor Hodge to travel to attend the Local Government 2016; Current Issues Conference scheduled for April 29, 2016 in Vancouver, BC.

Carried

**3.3 Councillor Sieben, Verbal Update, re: Homelessness Conference in Edmonton, Alberta**

Councillor Sieben:

- Advised he is unable to attend the Homelessness Conference in Edmonton.

**4. Resolution Closing the Meeting to the Public**

Moved By Councillor Given/Seconded By Councillor Hodge

**R225/16/04/04** THAT this meeting be closed to the public pursuant to Section 90(1) (b), (e) and (k) of the *Community Charter* for Council to deal with matters relating to the following:

- Municipal Award or Honour;
- Acquisition, Disposition, or Expropriation, of Land or Improvements; and
- Provision of a Municipal Service.

Carried

**5. Adjourn to Closed Session**

The meeting adjourned to a closed session at 9:09 a.m.

**6. Reconvene to Open Session**

The meeting reconvened to an open session at 11:27 a.m.

**7. Issues Arising from Correspondence & Community Concerns**

**7.1 Councillor DeHart, re: UDI Luncheon**

Councillor DeHart:

- Spoke to the great job done by staff presenters.

**7.2 Councillor Given, re: Integrity Commissioner**

Councillor Given:

- Inquired if the draft SILGA resolution could be circulated to SILGA members prior to the Conference.

Moved By Councillor Given/Seconded By Councillor Hodge

**R226/16/04/04** THAT staff be directed to circulate the draft SILGA resolution with background information to SILGA Member Local Governments and all Regional Districts within the Province.

Carried

### 7.3 Councillor Donn, re: City use of Prospera Place

Councillor Donn:

- Advised that the City is able to use Prospera Place 3 days a year at no cost.
- One day is used for Canada Day festivities and the other two days are not always utilized.

City Manager:

- Suggested that any inquiries should be directed to the Divisional Director, Active Living & Culture, Jim Gabriel.
- Council could review the existing policies to see if they require amending.

Moved By Councillor Donn/Seconded By Councillor Hodge

**R227/16/04/04** THAT staff report back on the City use of Prospera Place Policy, how it has been used previously and ways to use in the future.

Carried

### 7.3 Councillor Sieben, re: Social Issues Coordinator

City Manager:

- Provided an update on the drafting of the position responsibilities and hiring timelines.

### 8. Termination

The meeting was declared terminated at 11:55 a.m.

\_\_\_\_\_  
Mayor

/acm

\_\_\_\_\_  
City Clerk

# Report to Council



**Date:** April 4, 2016  
**File:** 1850-58  
**To:** City Manager  
**From:** Darryl Astofooroff, Public Works Manager  
**Subject:** Winter Sidewalk Clearing Strategy

---

## **Recommendation:**

That Council receives, for information, the Report from the Public Works Manager dated April 4, 2016 with respect to sidewalk snow plowing;

AND THAT Council directs staff to bring back to a Regular PM Meeting Option No. 3 as outlined in the report of the Public Works Manager dated April 4, 2016 for further consideration.

## **Purpose:**

To provide Council with an overview of challenges in keeping sidewalks clear of snow and ice, and present costs for increased service levels to improve mobility on sidewalks during winter months.

## **Background:**

Under Traffic Bylaw #8120 owners or occupiers of property are required to clear sidewalks of snow and ice adjacent to their properties within 24 hours of any accumulation. The City clears sidewalks adjacent to City owned property and property that is exempt under the bylaw. Exempt properties are reviewed annually and the bylaw amended accordingly. The City also endeavors to provide an in-kind service following snow events of five centimetres or more, on 160 kilometers of sidewalks on arterial roads and bus routes (40 per cent of all sidewalks). However, priority remains with snow removal on roads as per current policy. This means that sidewalks not currently identified in the bylaw can only be cleared if resources are available.

On average Public Works spends \$150,000 annually to plow 70 kilometers of snow (45 kilometers of sidewalks that are bylaw exempt or adjacent to City owned property and 25 kilometers of multi-use pathways).

Over the past five years Bylaw Services has received an annual average of 101 service requests related to occupiers of property not clearing sidewalks of snow and ice. These service request counts range from 18 in 2011 to a high of 188 in 2015. These sidewalk complaints include the lack of sidewalk plowing by adjacent single family residential, multi-family residential including stratas and commercial properties. Fines may be issued but it does not solve the problem.

Staff have investigated the snow and ice policies of other mid and large-sized municipalities in BC and Alberta. Many are similar to that which Kelowna currently employs.

In an on-going effort to provide the best service and support Council's focus areas including providing a healthy, safe, active & inclusive community, a balanced transportation network, and vibrant urban centres, staff has investigated optional strategies for Council's consideration. If Council wishes to consider an enhanced service level for sidewalk snow plowing, Option 3 is preferred by staff.

Option 1: Taking full responsibility for plowing all sidewalks in the City. The estimated additional annual operating budget to clear all 420 kilometres of sidewalk would be at a minimum, \$750,000 annually. This is based on current costs for labour, equipment and materials, and includes \$150,000 to lease four additional sidewalk plows (if available), with associated labour resources. This option may also take on a significant amount of risk.

Option 2: Contract out sidewalk clearing services. Historically, contracting this service has had its challenges. Equipment used by contractors was either not available or was not sufficient or suitable to meet our standards. Although specific equipment requirements could be stipulated within a contract, it may be difficult to obtain bidders willing to invest in suitable equipment without a monetary guarantee regardless of the amount of snow received.

Option 3: Increase frequency of in-kind service on arterial roads and bus routes during extraordinary snow events. Clearing sidewalks would remain the responsibility of homeowners but the City would increase its level of service during extraordinary snow events, as resources are available (in-kind), without making the maintenance of these sidewalks a permanent City responsibility. During extraordinary snow events snow plows often have no choice but to bury the abutting sidewalks; this option allows for crews to go back and clear the sidewalks with additional equipment in a timely matter. Staff would submit as part of the 2017 budget, a one-time request for \$150,000 to lease additional sidewalk clearing equipment to fund the additional in-kind service. If the pilot is successful staff would recommend an ongoing increase to the operating budget in the following year. As the snow season has ended for the first part of 2016, any costs incurred for leasing equipment in the remaining part of 2016 would be covered by the existing budget or if needed, funding from the snow and ice control reserve. With this option, a one-year pilot program is recommended.

In addition to the above, some commercial properties and stratas do not appear to understand their responsibilities with respect to plowing sidewalks adjacent to their properties. Additional efforts will be made educating these property owners on their sidewalk responsibilities.

**Internal Circulation:**

Stephen Fleming - Divisional Director, Corporate & Protective Services

Fred Wollin - Supervisor, Traffic Operations  
Jodie Foster - Communications Supervisor  
Greg Wise - Bylaw Services Manager  
George King - Financial Planning Manager

**Legal/Statutory Authority:**

City of Kelowna Traffic Bylaw 8120

**Existing Policy:** Council Policy 332 - Snow and Ice Control

**Financial/Budgetary Considerations:** Given that the 2015-2016 snow and ice season is more or less ended for the first part of 2016, any expenditures in the remainder of 2016 would be covered by the snow and ice control operating budget or the snow and ice control reserve.

**Considerations not applicable to this report:**

**Legal/Statutory Procedural Requirements:**

**Personnel Implications:**

**External Agency/Public Comments:**

Submitted by:

Darryl Astofooroff, Public Works Manager



**Approved for inclusion:** Joe Creron, Director, Civic Operations

cc: Corinne Boback, Legislative Coordinator