

City of Kelowna

Regular Council Meeting

AGENDA



Monday, November 8, 2021

1:30 pm

Council Chamber

City Hall, 1435 Water Street

Pages

1. Call to Order

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

In accordance with the most recent Provincial Health Officer Order regarding gatherings and events, seating is limited in Council Chambers. Members of the public must remain seated unless invited to address Council.

As an open meeting, a live audio-video feed is being broadcast and recorded on kelowna.ca.

2. Confirmation of Minutes

4 - 12

PM Meeting - November 1, 2021

3. Public In Attendance

3.1. Municipal Finance Authority Diversified Multi-Asset Class Fund

13 - 26

Municipal Finance Authority of BC presentation to Council by Peter Urbanc, CEO.

4. Development Application Reports & Related Bylaws

4.1. Barnaby Rd 763 - Z21-0021 (BL12301) - Christopher John Thomson and Nicole Dawn Wilson

27 - 45

To rezone the subject property from the RR2 – Rural Residential 2 zone to the RU6 – Two Dwelling Housing zone to facilitate a 2-lot subdivision, and to waive the Public Hearing.

4.2. Barnaby Rd 763 - BL12301 (Z21-0021) - Christopher John Thomson and Nicole Dawn Wilson

46 - 46

To give Bylaw No. 12301 first reading in order to rezone the subject property from the RR2 – Rural Residential 2 zone to the RU6 – Two Dwelling Housing zone.

4.3. (W OF) Hwy 97 N - BL12151 (OCP19-0006) - 1207431 B.C. Ltd., Inc. No. BC1207431 47 - 48

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

To adopt Bylaw No. 12151 in order to amend the Official Community Plan designation from the PARK – Major Park/Open Space (public) and S2RES – Single/Two Unit Residential designations to the IND – Industrial designation.

4.4. (W OF) Hwy 97 N - BL12152 (Z19-0108) - 1207431 B.C. Ltd., Inc. No. BC1207431 49 - 50

To adopt Bylaw No. 12152 in order to rezone a portion of the subject property from the A1 – Agriculture 1 zone to the I1 – Business Industrial zone.

4.5. (W OF) Hwy 97 N - DP19-0156 - 1207431 B.C. Ltd., Inc. No. BC1207431 51 - 77

To consider the form and character of an industrial development to accommodate general business industrial use.

5. Non-Development Reports & Related Bylaws

5.1. Community Safety Plan Update 78 - 99

To present an overview of the work achieved to date in relation to the Community Safety Plan (CSP)

5.2. Investment of Kelowna Funds Policy Update 100 - 112

To update the Council Policy No. 316 regarding Investment of Kelowna Funds.

5.3. Kelowna Memorial Park Cemetery - Bylaw Amendment 113 - 124

To amend Kelowna Memorial Park Cemetery Bylaw No. 11664 to reflect annual price increases to Cemetery fees, and minor text amendments for clarification of niche sizes and existing regulations.

5.4. BL12280 - Amendment No. 3 to Kelowna Memorial Park Cemetery Bylaw No. 11664 125 - 135

To give Bylaw No. 12280 first, second and third reading.

5.5. Creative Hub Feasibility Study Update 136 - 153

To provide Council with an update on the progress of the Creative Hub Feasibility Study.

6. Bylaws for Adoption (Non-Development Related)

6.1. BL12281 - Amendment No. 15 to Water Regulation Bylaw No. 10480 154 - 161

To adopt Bylaw No. 12281.

7. Mayor and Councillor Items

8. Termination



**City of Kelowna
Regular Council Meeting
Minutes**

Date:	Monday, November 1, 2021
Location:	Council Chamber City Hall, 1435 Water Street
Members Present	Mayor Colin Basran, Councillors Maxine DeHart, Gail Given, Brad Sieben, Luke Stack and Loyal Wooldridge
Members participating remotely	Councillors Charlie Hodge and Ryan Donn
Staff Present	City Manager, Doug Gilchrist; City Clerk, Stephen Fleming; Deputy City Clerk, Laura Bentley*; Divisional Director, Planning & Development Services, Ryan Smith*; Urban Planning Manager, Jocelyn Black*; Planner, Kimberly Brunet*; Planner, Mark Tanner*; Planner, Tyler Caswell*; Planner, Graham Allison*; Planner, Jason Issler*; Senior Airport Finance & Corporate Services Manager, Shayne Dyrdal*; Parks & Buildings Planning Manager, Robert Parlane*; Park and Landscape Planner, Stefan Johansson*; Parking Services Manager, Dave Duncan*; Utility Services Manager, Kevin Van Vliet*; Water Operations Manager, Andy Weremy*; Infrastructure Operations Department Manager, Ian Wilson*; Parks Services Manager, Blair Stewart*; Urban Forestry Technician, Tara Bergeson*
Staff participating remotely	Legislative Coordinator (Confidential), Arlene McClelland

(* Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:34 p.m.

I would like to acknowledge that we are gathered today on the traditional, ancestral, unceded territory of the syilx/Okanagan people.

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2. Confirmation of Minutes

Moved By Councillor Wooldridge/Seconded By Councillor Hodge

R0982/21/11/01 THAT the Minutes of the Regular Meetings of October 25, 2021 be confirmed as circulated.

Carried

3. Development Application Reports & Related Bylaws

3.1 Powick Rd 1604-1620, Z21-0092 TA21-0016 - Kelowna Hwy 97 - 33 Holding Ltd Inc No BC1003626

Staff:

- Displayed a PowerPoint Presentation summarizing the application and providing rationale for non-support and responded to questions from Council.

Brian Gray, Applicant in the Gallery

- Displayed a PowerPoint Presentation.
- Provided personal background information and connection to Kelowna.
- Provided rationale for sending this application to a Public Hearing in order to receive public feedback.
- Spoke to a site survey that was completed to provide the exact distances between Cannabis Stores and believes there is no concern of clustering as there are several businesses in between combined with several streets; both stores could operate fairly and believes there is enough business there for both businesses to succeed.
- Spoke to the distance from the proposed store to the Middle School and believes the lot line to lot line distance of 337 meters is skewed because of the large play field that is not taken into account making door to door distance of 520 meters and walking distance of our store is 786 meters; unlikely a youth would walk that distance to access the store.
- Spoke to community involvement and donating to non-profits and has done so in Kelowna for the past two months.
- Made comment of letters of support from several organizations of Castlegar who can attest to our practices.

Mark Yeung, Applicant participating remotely

- Spoke to education and business background and relationship with Kelowna.
- Spoke to the practical implications of the distance requirements to their application; immense lot sizes and middle school field.
- Raised doubts as to whether all of the outstanding cannabis licences will be issued by the Province due to failed security screening and operating capital issues.
- Made comments on the success of other existing stores.
- Made comments on community and charitable contributions and corporate responsibility.
- Responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor DeHart

R0983/21/11/01 THAT Zoning Bylaw Text Amendment Application No. TA21-0016 to amend City of Kelowna Zoning Bylaw No.8000 as outlined in the Report from the Development Planning Department dated November 1, 2021 for Lot 1 District Lot 125 Osoyoos Division Yale District Plan 18724 Except Plans KAP78413 and KAP80632 located at 1604-1620 Powick Road, Kelowna, BC NOT be considered by Council;

AND THAT Rezoning Application No. Z21-0092 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1 District Lot 125 Osoyoos Division Yale District Plan 18724 Except Plans KAP78413 and KAP80632, located at 1604-1620 Powick Road,

Kelowna, BC from the C₄ – Urban Centre Commercial zone to the C₄rcs – Urban Centre Commercial (Retail Cannabis Sales) zone NOT be considered by Council.

Carried

Mayor Basran, Councillors Hodge and Wooldridge - Opposed

3.2 Bechard Rd 632 - Z21-0081 (BL12293) - Daniel Emanuel Pastiu and Andria Elizabeth Pastiu

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Singh/Seconded By Councillor Wooldridge

R0984/21/11/01 THAT Rezoning Application No. Z21-0081 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 4, District Lot 134, ODYD, Plan 30130, located at 632 Bechard Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone be considered by Council;

AND THAT Council, in accordance with Local Government Act s. 464(2), waive the Public Hearing for the Rezoning Bylaw;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Preliminary Layout Review Letter by the Approving Officer.

Carried

3.3 Bechard Rd 632 - BL12293 (Z21-0081) - Daniel Emanuel Pastiu and Andria Elizabeth Pastiu

Moved By Councillor Wooldridge/Seconded By Councillor Singh

R0985/21/11/01 THAT Bylaw No. 12293 be read a first time.

Carried

3.4 Clifton Rd 424 - Z21-0073 (BL12294) - Green Scape Holdings Ltd., Inc. No. BC1263511

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Wooldridge/Seconded By Councillor Stack

R0986/21/11/01 THAT Rezoning Application Z21-0073 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 4, Section 31, Township 26, ODYD, Plan 17113, located at 424 Clifton Road, Kelowna, BC from the A1 – Agriculture 1 zone to the RU1 – Large Lot Housing zone be considered by Council;

AND THAT Council, in accordance with Local Government Act s. 464(2), waive the Public Hearing for the Rezoning Bylaw;

AND THAT final adoption of the Rezoning Application be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Development Planning Department dated November 1, 2021;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to issuance of a Preliminary Layout Review Letter by the Approving Officer.

Carried

3.5 Clifton Rd 424 - BL12294 (Z21-0073) - Green Scape Holdings Ltd., Inc. No. BC1263511

Moved By Councillor Singh/Seconded By Councillor Wooldridge

R0987/21/11/01 THAT Bylaw No. 12294 be read a first time.

Carried

3.6 Bonjou Rd 639 - Z21-0075 (BL12295) - Kevan Kruger and Cary Dawn Kruger

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor DeHart/Seconded By Councillor Singh

R0988/21/11/01 THAT Rezoning Application No. Z21-0075 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 8 District Lot 357 SDYD Plan 18280, located at 639 Bonjou Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone, be considered by Council;

AND THAT Council, in accordance with Local Government Act s. 464 (2), waive the Public Hearing for the Rezoning Bylaw;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Preliminary Layout Review Letter by the Approving Officer.

Carried

3.7 Bonjou Rd 639 - BL12295 (Z21-0075) - Kevan Kruger and Cary Dawn Kruger

Moved By Councillor Given/Seconded By Councillor Singh

R0989/21/11/01 THAT Bylaw No. 12295 be read a first time.

Carried

3.8 Holland Rd 3090 - Z21-0044 (BL12296) - Rolan L Facette and Karen M Facette

Staff:

- Displayed a PowerPoint Presentation summarizing the application and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Hodge

R0990/21/11/01 THAT Rezoning Application No. Z21-0044 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 3 District Lot 131 ODYD Plan 10710 Except Plan H16127, located at 3090 Holland Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU6– Two Dwelling Housing zone, be considered by Council;

AND THAT Council, in accordance with Local Government Act s. 464(2), waive the Public Hearing for the Rezoning Bylaw;

AND THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Preliminary Layout Review Letter by the Approving Officer;

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

Carried

3.9 Holland Rd 3090 - BL12296 (Z21-0044) - Rolan L Facette and Karen M Facette

Moved By Councillor Given/Seconded By Councillor Singh

R0991/21/11/01 THAT Bylaw No. 12296 be read a first time.

Carried

3.10 Sarsons Rd 444 - Z21-0082 (BL12297) - Bruce Trevor Benedict and Ruth Marie Benedict

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor DeHart/Seconded By Councillor Stack

R0992/21/11/01 THAT Rezoning Application No. Z21-0082 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 19 District Lot 167 ODYD Plan 8049, located at 444 Sarsons Road, Kelowna, BC, from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone, be considered by Council;

AND THAT Council, in accordance with Local Government Act s. 464 (2), waive the Public Hearing for the Rezoning Bylaw;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Preliminary Layout Review Letter by the Approving Officer.

Carried

3.11 Sarsons Rd 444 - BL12297 (Z21-0082) - Bruce Trevor Benedict and Ruth Marie Benedict

Moved By Councillor Singh/Seconded By Councillor Given

R0993/21/11/01 THAT Bylaw No. 12297 be read a first time.

Carried

3.12 Wardlaw Ave 602 - Z21-0034 (BL12298) - 1288537 B.C. Ltd., Inc. No. BC1288537

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Wooldridge/Seconded By Councillor Donn

R0994/21/11/01 THAT Rezoning Application No. Z21-0034 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 24 District Lot 14 ODYD Plan 3249, located at 602 Wardlaw Avenue, Kelowna, BC from the RU6 – Two Dwelling Housing zone to the RM3r – Low Density Multiple Housing (Residential Rental Tenure Only) zone, be considered by Council;

AND THAT Council, in accordance with Local Government Act s. 464 (2), waive the Public Hearing for the Rezoning Bylaw;

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 Development Planning Department dated November 1st, 2021;

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

3.13 Wardlaw Ave 602 - BL12298 (Z21-0034) - 1288537 B.C. Ltd., Inc. No. BC1288537

Moved By Councillor DeHart/Seconded By Councillor Stack

R0995/21/11/01 THAT Bylaw No. 12298 be read a first time.

Carried

4. Bylaws for Adoption (Development Related)

4.1 Bernard Ave 266 - BL12249 (TA21-0012) - Macarther Ventures Inc., Inc. No. BCo684166

Moved By Councillor Wooldridge/Seconded By Councillor Given

R0996/21/11/01 THAT Bylaw No. 12249 be adopted.

Carried

Councillor Sieben - Opposed

4.2 Bernard Ave 266 - BL12250 (Z21-0039) - Macarther Ventures Inc., Inc. No. BCo684166

Moved By Councillor Wooldridge/Seconded By Councillor Sieben

R0997/21/11/01 THAT Bylaw No. 12250 be adopted.

Carried

Councillors DeHart and Sieben - Opposed

5. Non-Development Reports & Related Bylaws

5.1 Redefinition of City of Kelowna Boundary

Staff:

- Provided an overview of the proposed boundary adjustment adjacent to the Kelowna International Airport and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Hodge

R0998/21/11/01 THAT Council receive for information the report of the Kelowna International Airport dated November 1, 2021 with respect to the redefinition of the City of Kelowna boundary;

AND THAT the Mayor, on behalf of Council, forward a letter to the Regional District of Central Okanagan regarding a City of Kelowna boundary redefinition as outlined in the report of the Kelowna International Airport dated November 1, 2021;

AND FURTHER THAT the Mayor and City Clerk be authorized to execute all documents necessary for a City of Kelowna boundary redefinition.

Carried

5.2 Parks Master Plan

Staff:

- Introduced a new staff member Stefan Johansson, Park & Landscape Planner.
- Displayed a PowerPoint Presentation introducing the Parks Master Plan and responded to questions from Council.

Moved By Councillor Wooldridge/Seconded By Councillor Stack

R0999/21/11/01 THAT Council receives, for information, this report from Parks and Building Planning, dated October 25, 2021, in consideration of the Parks Master Plan framework.

Carried

5.3 Complimentary Saturday Parking - December 2021

Staff:

- Provided an overview of the complimentary on-street parking request for downtown during the month of December and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Singh

R1000/21/11/01 THAT Council receives, for information, the report from the Parking Services department dated November 1, 2021, with respect to Complimentary Saturday On-Street Parking in December 2021;

AND THAT Council approves waiving on-street parking fees in the Downtown area on the four (4) Saturdays in December 2021.

Carried

Moved By Councillor Stack/Seconded By Councillor Wooldridge

R1001/21/11/01 THAT Council direct staff to investigate and report back on the implications of free transit on Saturdays in the City for the month of December.

Carried

5.4 Water Regulation Bylaw No. 10480 Amendment

Staff:

- Displayed a PowerPoint Presentation summarizing the proposed 2022 and 2023 water rates for the Kelowna Water Utility and responded to questions from Council.

Moved By Councillor Stack/Seconded By Councillor Wooldridge

R1002/21/11/01 THAT Council receives, for information, the report from the Water Operations Manager dated November 1, 2021 regarding Water Rates for 2022 and 2023;

AND THAT Bylaw No. 12281 being Amendment No. 15 to Water Regulation Bylaw 10480 be forwarded for reading consideration.

Carried

5.5 BL12281 - Amendment No. 15 to Water Regulation Bylaw No. 10480

Moved By Councillor Stack/Seconded By Councillor DeHart

R1003/21/11/01 THAT Bylaw No. 12281 be read a first, second and third time.

Carried

5.6 Community Resiliency Investment (CRI) Program Funding

Staff:

- Displayed a PowerPoint Presentation summarizing the application for funding and responded to questions from Council.

Moved By Councillor Wooldridge/Seconded By Councillor Given

R1004/21/11/01 THAT Council receives, for information, the November 1, 2021 report from the Urban Forestry Technician with respect to 2022 Community Resiliency Investment (CRI) Program funding;

AND THAT Council approves staff to apply for a grant from the CRI program to continue to support wildfire fuel mitigation initiatives;

AND THAT Council supports staff to execute all documents necessary to complete the grant, if successful;

AND FURTHER THAT upon confirmation of the grant award, the 2022 Financial Plan be amended to include the receipt of up to \$150,000 from the Community Resiliency Investment Program.

Carried

6. Bylaws for Adoption (Non-Development Related)

6.1 BL12290 - City of Kelowna Municipal and Regional District Tax Bylaw

Moved By Councillor Stack/Seconded By Councillor DeHart

R1005/21/11/01 THAT Bylaw No. 12290 be adopted.

Carried

7. Mayor and Councillor Items

Councillor Donn:

- Encouraged citizens to look at community events and hopeful for additional information and rationale from Interior Health Authority regarding event attendance.

Councillor Wooldridge:

- Provided a Shout Out to volunteers for organizing Kelowna Pride events last week.

Councillor Singh:

- Reminder that November 4th is the Festival of Lights Celebration.

Councillor Sieben:

- Hopeful for additional information and rationale from Interior Health Authority regarding event attendance.
- Council is aware of the criminal activity that businesses and private properties are experiencing and that there are systemic reasons that need to be addressed.

Councillor DeHart:

- Spoke to their attendance at the first out of town Tourism Kelowna event in Vancouver last week.
- Will be selling Poppy's at this Saturday's Rockets Hockey Game.

Councillor Donn;

- Made comments of appreciation on the efforts of Councillor Given as Chair of the Regional District of Central Okanagan.

Councillor Given:

- Thanked Councillor Donn for his comments.

Mayor Basran:

- Received the first Poppy from the Legion last week on their 100th Anniversary of the Poppy in Remembrance and urged the public to support the Poppy campaign.
- Ballet Kelowna has events Friday and Saturday at the Community Theatre and encouraged citizens to attend.

8. Termination

This meeting was declared terminated at 3:50 p.m.

Mayor Basran

/acm

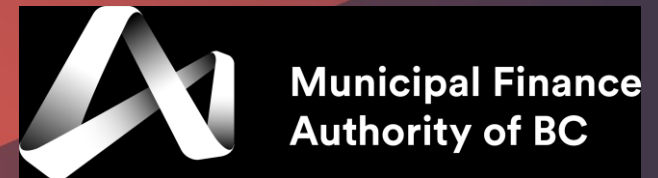


City Clerk



MFA's Diversified Multi-asset Class Fund

Peter Urbanc, CEO



November 2021

Your Partners in Finance

mfa.bc.ca

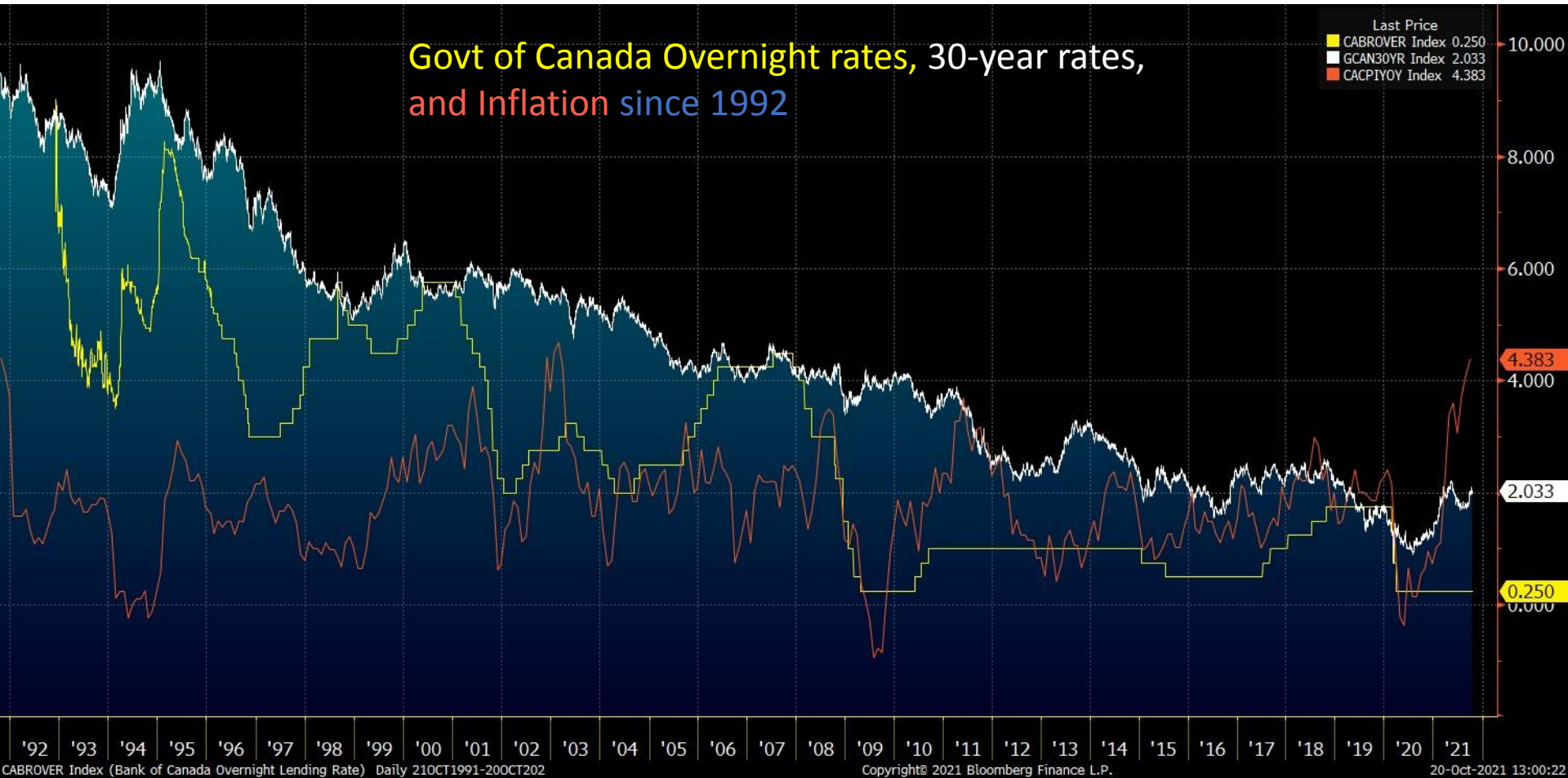


- MFA is offering a new **optional** investment vehicle intended for **long-term** investments by BC local governments (“LGs”): The Diversified Multi-Asset Class pooled investment fund (“DMAC”)
- In order to support long-term capital growth and reduce certain risks, MFA endorses the ability for **well-suited** LGs to diversify a portion of investments into a professionally-managed global portfolio of stocks, bonds and alternative assets
- Several jurisdictions already have allowed expanded investment options for LGs for many years (Alberta, Saskatchewan, Ontario, Nova Scotia)
- A multi-asset class global portfolio can offer superior risk-adjusted returns and can enhance some risk characteristics of a fixed-income only reserves portfolio - **as long as the time horizon for the investment is truly long-term in nature**
- The DMAC Fund is not appropriate for all LGs. While MFA will help educate and support LGs, LGs will need to do their own due diligence before investing. LGs are considered professional investors by Canadian securities regulators
- In addition to strict on-boarding requirements (by MFA) to ensure suitability prior to entering into the Fund, the Province has imposed strict a limit of 25% of total investments into the DMAC fund for larger LGs like the City of Kelowna



Fixed income investments are likely over-valued

Investors have done well by owning long-term bonds over the last 25 years - as interest rates have fallen. However, locking in long-term interest rates at today's low rates is very risky



10-year Performance Projections: Various Asset Mixes



Investing in bonds alone is likely not a suitable strategy for long-term portfolios which are aimed at funding long-term capital investments

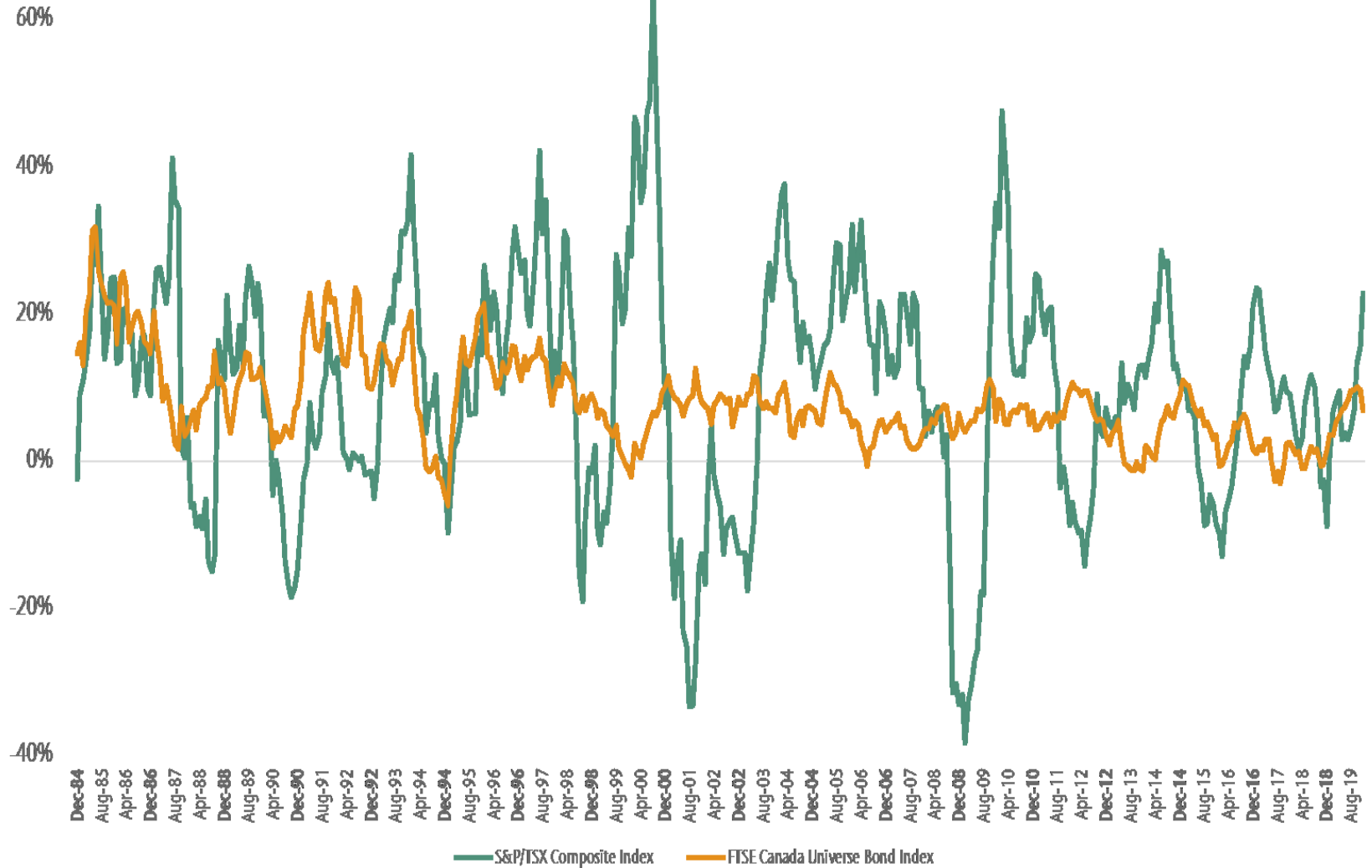
	Portfolio A Govt Bonds	Portfolio B All Bonds	Portfolio C 50 / 50	Portfolio D 25 / 75	Portfolio E 10 / 90
Canadian Government Bonds	100%	0%	0%	0%	0%
Canadian Universe Bonds	0%	100%	0%	0%	0%
Global Universe Bonds (CAD-Hedged)	0%	0%	50%	25%	10%
Global Equities (in CAD)	0%	0%	50%	75%	90%
Long Term Expected Return (10 years)	1.0%	1.3%	4.3%	5.6%	6.3%
Annual Volatility	4.6%	4.4%	7.3%	10.7%	12.9%
Sharpe Ratio (Return per unit of risk)	0.10	0.18	0.51	0.47	0.45

Hypothetical performance analyses conducted in October 2020, for illustrative purposes only.
There is no guarantee hypothetical returns or projections will be realized.

Year over year investment returns are more volatile for stocks vs bonds



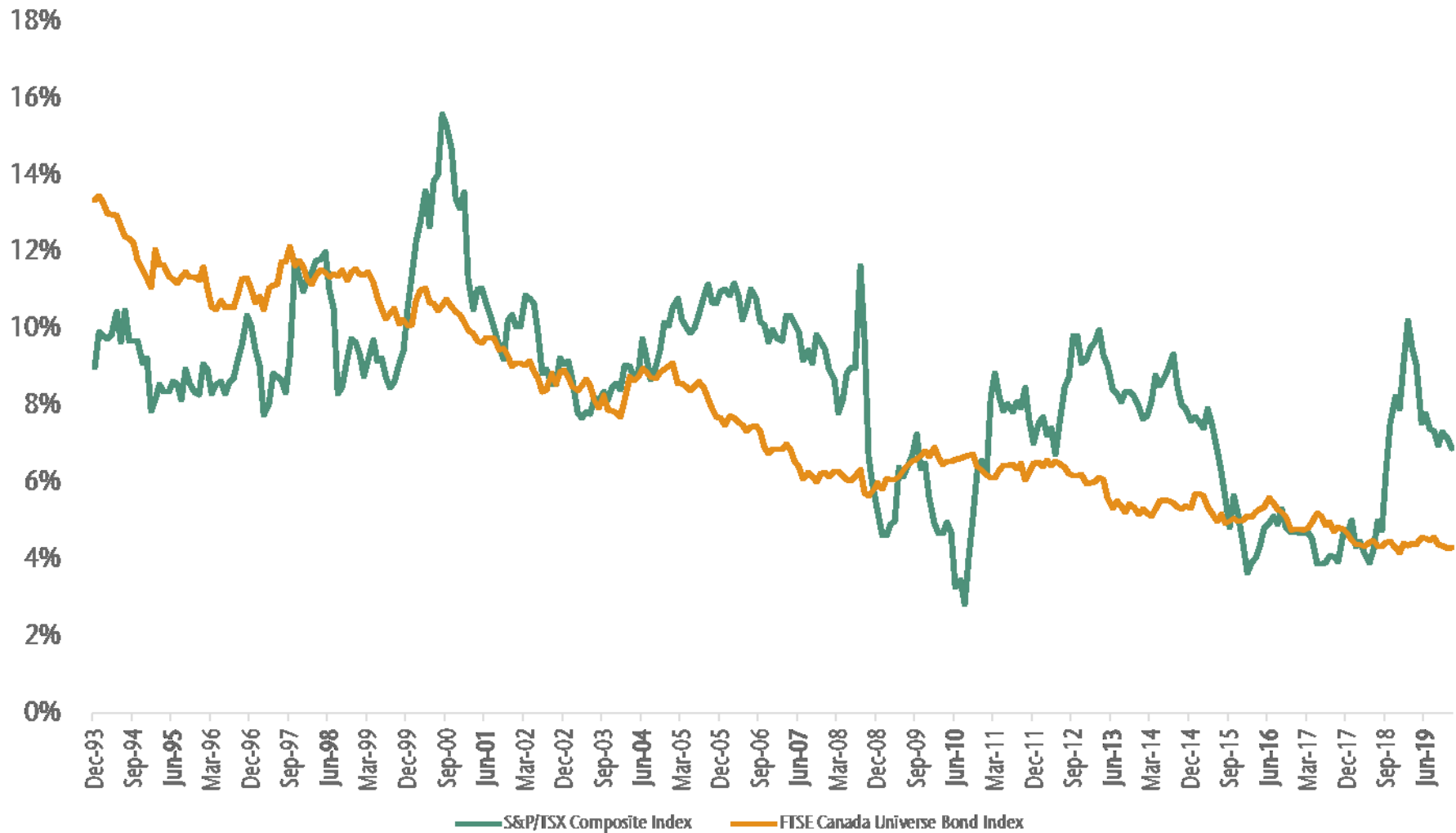
ROLLING 1-YEAR PERIODS



Over 10-year periods, equities investment returns have been positive since the 1980s



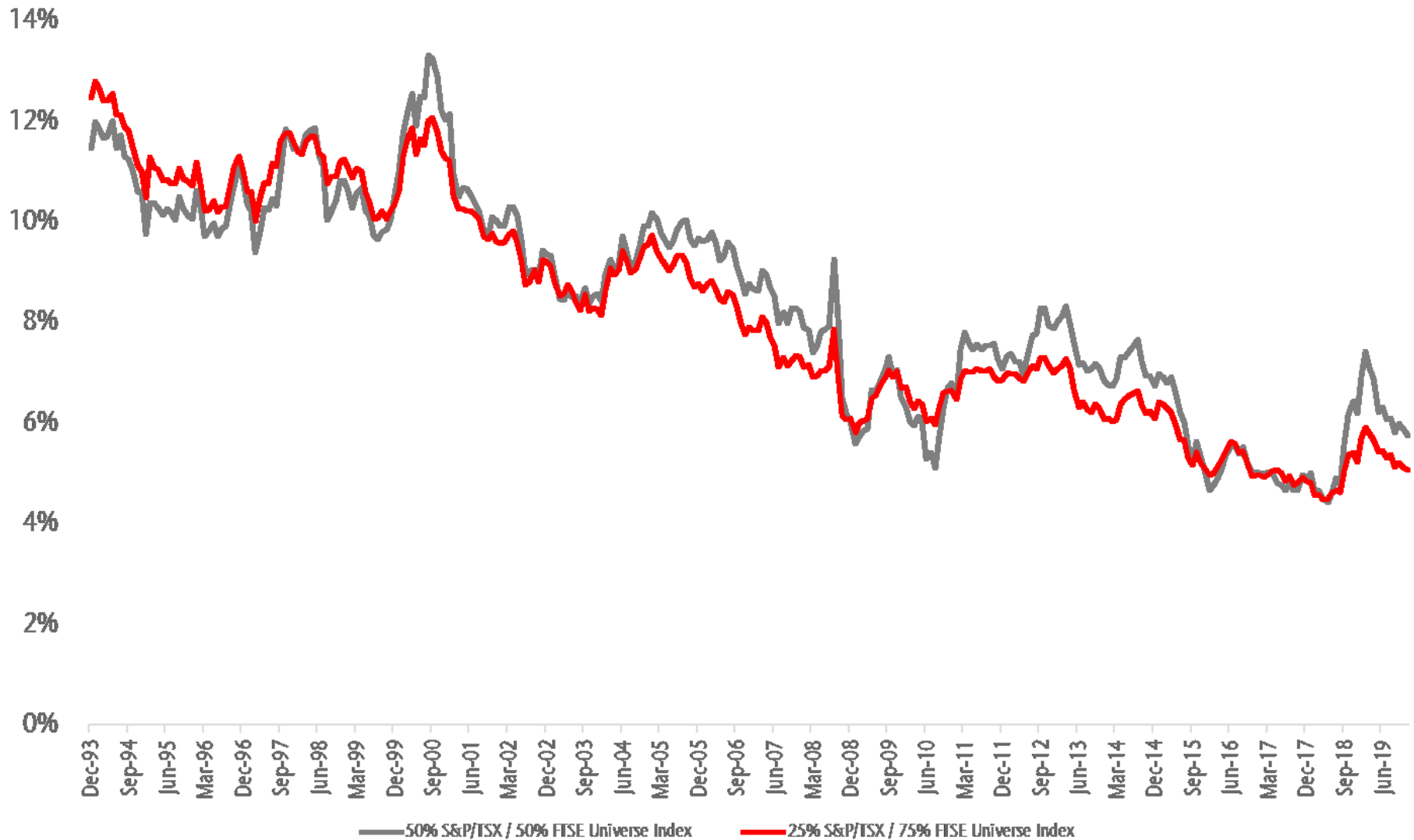
ROLLING 10-YEAR PERIODS



Asset class diversification reduces volatility and increases risk-adjusted returns



ROLLING 10-YEAR PERIODS



DMAC aims to provide global diversification and optimize risk-adjusted returns



Asset Class/Strategy	Asset Class/Strategy Characteristics	Exposure Range *	Expected Return Range	Expected Annual Volatility	Expected Annual Downside Risk
Short & Universe Bonds	<ul style="list-style-type: none"> Key source of stability and modest income Tactical management of multi-sector-credit and illiquidity 	5.0% to 15.0%	2.0% to 2.3%	2.3% to 4.3%	-3.0% to -7.5%
Multi-asset Global Credit	<ul style="list-style-type: none"> Diversified global exposure to investment grade and sub-investment grade credit Not benchmark driven, providing more flexible approach to credit markets 	5.0% to 15.0%	4.0% to 5.0%	9.3%	-18.7%
Canadian & Global Equities	<ul style="list-style-type: none"> Actively managed fundamental equities Significant component of portfolio return Large global component reduces exposure to concentrated Canadian markets 	20.0% to 40.0%	5.6% to 6.4%	14.3% to 17.0%	-25.0% to -27.8%
Low Volatility Equities	<ul style="list-style-type: none"> Reduce risk embedded in traditional equity allocations Typically resilient in drawdowns but trail in strong up-markets 	10.0% to 20.0%	5.1% to 5.8%	11.0% to 11.7%	-15.5% to -16.4%
Emerging Market Equities	<ul style="list-style-type: none"> Exposure to faster growing emerging markets Increases portfolio expected return 	5.0% to 8.0%	7.6%	23.3%	-33.9%
Alternatives	<ul style="list-style-type: none"> High Yield Mortgages, Real Estate, and/or Infrastructure Funds are being considered Strong risk-adjusted returns that are less correlated with equities and low volatility 	10.0% to 20.0%	5.8% to 6.0%	1.7% to 9.6%	-13.4% to -13.9%

* MFA is currently refining the asset allocation parameters - these ranges are preliminary. The Fund Manager will have latitude to operate within approved ranges by asset class to allow for tactical asset allocation decisions and rebalancing.

Change in risk profile: Introducing Equities into a LG's Investment Portfolio



The impact of investing 20% of “City A’s” existing portfolio into a global stock portfolio is shown below. This is a conservative illustration of the increased volatility of introducing the DMAC Fund, as that DMAC will have lower risk characteristics than a 100% global stock portfolio.

	<u>City A</u> Current Portfolio (Portfolio Size: \$1.7B)	<u>City A</u> Adjusted Portfolio w/ 20% Equity Exposure (Portfolio Size: \$1.7B)
Expected Annual Return (\$ / %)	\$36.0M (2.12%)	\$50.2M (2.95%)
Volatility**	+/- \$30.8M (1.81%)	+/- \$55.7M (3.27%)
Avg. Max. Drawdown†	-\$15.1M (-0.89%)	-\$42.0M (-2.47%)
VaR (99%) (~1 in 100)	-\$70.3M (-4.14%)	-\$157.7M (-9.27%)
Worst Drawdown◇ (~1 in 2,000)	-\$101.9M (-5.99%)	-\$249.7M (-14.69%)

10-year investment horizon. ** 1 standard deviation; ~67% of the time actual returns are +/- x from the expected return. † Calculated by running 2,000 simulations across 10 years and finding the worst annual peak-to-trough decline by scenario, the average is then taken across those 2,000 scenarios. ◇ Of the 2,000 simulations the worst drawdown; theoretically a 1 in 2,000 scenario.



Preservation of capital through **diversification** of investments into the broadest selection of asset categories possible, and picking the right **exposures** within those categories, **should be the main priority** for local government investors. However, if the investments are not needed until well into the future, the purchasing power of short dated bonds and deposit investments are being diminished – as inflation is higher than expected returns on those investments.

Cash flow forecasting is critical to the analysis process which supports the ability and accuracy of matching investments with future requirements. A well-designed cash flow forecast can support a longer-term investment horizon and improve risk-adjusted returns.

MFA's DMAC Fund is professionally designed for LG reserves not needed for 10 years or longer **at very low cost**. Among the biggest risks involved in buying the DMAC fund is the risk of a LG selling the Fund earlier than originally anticipated (and crystalizing losses during a downturn). **Managing expectations and educating all stakeholders on volatility will be key to limiting bad outcomes. Segregation or “earmarking” of suitable long-term reserves along with education should limit divestment of holdings at inopportune times.** Whether due to accounting practices, or from the actual performance of the Fund, higher than normal volatility should be expected. While MFA cannot dictate how LGs manage their investment process and practices, MFA will require evidence of staff and council discourse about the potential short-term volatility of the DMAC Fund and the intent to hold on to it for the long term.

Investment best practices call for a **Council-approved Investment Policy** to guide risk tolerance and the **Objectives** of an investment portfolio. The revisions in the City of Kelowna's investment policy would now permit investing long-term investments into the DMAC fund.



**Municipal Finance
Authority of BC**



Peter Urbanc
Chief Executive Officer

peter@mfa.bc.ca

(250) 419-4760

Shelley Hahn
Chief Services Officer

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(250) 419-4760

Kyle Derrick
Credit & Economic Analyst

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(250) 419-4760



Alternative Asset: A financial asset that does not fall into one of the conventional investment categories. Conventional categories include stocks, bonds, and cash. Alternative investments include private equity or venture capital, real estate, infrastructure, hedge funds, and managed futures. Alternative investments typically have low correlation with conventional investment categories.

Drawdown: A drawdown is a peak-to-trough decline of an investment during a specific period for an investment. A drawdown is usually quoted as the percentage between the peak and the subsequent trough.

Emerging Market Economy: An emerging market economy is the economy of a developing nation that is becoming more engaged with global markets as it grows. Countries classified as emerging market economies are those with some, but not all, of the characteristics of a developed market. As an emerging market economy progresses it typically becomes more integrated with the global economy, as shown by increased liquidity in local debt and equity markets, increased trade volume and foreign direct investment, and the domestic development of modern financial and regulatory institutions.

Estimated Long-term Return: Is a hypothetical measure that forecasts an investor's expected return over the life of an investment.

Investment Time Horizon: The projected length of time your money will be invested.



Low Volatility Equity (Strategy): A low-volatility investing strategy focuses on reducing volatility or risk compared to an index. This strategy uses risk as the primary measure to determine if a particular stock will be included or excluded in a portfolio, and what the optimal weighting of the included stock will be.

Market Exposure: Market exposure refers to the dollar amount of funds or percentage of a broader portfolio that is invested in a particular type of security, market sector, or industry. Market exposure is usually expressed as a percentage of total portfolio holdings.

Multi-asset Global Credit: Is a diversified investment discipline that aims to capture global credit risk premiums by investing in a range of geographies, asset classes, and credit instruments.

Professional Investor (also: “Accredited Investor”): Financially sophisticated individuals or entities (LGs) assumed to have requisite knowledge and understanding of professional investing concepts and can enter into investment-related contracts with other professional investors. Generally, regulatory investment suitability assessments/obligations are waived for the professional selling services and this results in limited legal recourse for the professional purchasing investment services.



Risk-adjusted Return: A risk-adjusted return measures an investment's return after taking into account the degree of risk that was taken to achieve it. There are several methods of risk-adjusting performance, such as the Sharpe ratio for example, with each yielding a slightly different result. In any case, the purpose of risk-adjusted return is to help investors determine whether the risk taken was worth the expected reward.

Sharpe Ratio: Is used to help investors understand the return of an investment compared to its risk. The Sharpe Ratio adjusts a portfolio's past performance – or expected future performance – for the excess risk that was taken by the investor. A higher Sharpe Ratio indicates better risk-adjusted performance compared to a lower Sharpe Ratio in a comparable asset class, but a standalone Sharpe Ratio value is of little informational value as it varies between asset classes and portfolio types.

Universe Bonds: Highly-rated (investment grade (BBB), or higher) corporate and government bonds which meet minimum liquidity requirements.

Value at Risk (VaR): The estimated maximum loss at a level of confidence (probability), over a given period.

Volatility: Is the tendency of an investment to experience price swings (ups and downs) over a period of time.

REPORT TO COUNCIL



Date: November 8th, 2021

To: Council

From: City Manager

Department: Development Planning Department

Application: Z21-0021

Owner: Christopher John Thomson and
Nicole Dawn Wilson

Address: 763 Barnaby Road

Applicant: Chris Thomson

Subject: Rezoning Application

Existing OCP Designation: S2RES – Single/Two Unit Residential

Existing Zone: RR2 – Rural Residential 2

Proposed Zone: RU6 – Two Dwelling Housing

1.0 Recommendation

THAT Rezoning Application No. Z21-0021 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot C District Lot 357 SDYD Plan 24757, located at 763 Barnaby Road, Kelowna, BC from the RR2 – Rural Residential 2 zone to the RU6 – Two Dwelling Housing zone be considered by Council;

AND THAT Council, in accordance with Local Government Act s. 464 (2), waive the Public Hearing for the Rezoning Bylaw;

AND THAT final adoption of the Rezoning Application be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report for the Development Planning Department dated November 8th, 2021;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of the Preliminary Layout Review Letter by the Approving Officer.

2.0 Purpose

To rezone the subject property from the RR2 – Rural Residential 2 zone to the RU6 – Two Dwelling Housing zone to facilitate a 2-lot subdivision, and to waive the Public Hearing.

3.0 Development Planning

Staff support the proposal to rezone the subject property from RR2 – Rural Residential 2 to the RU6 – Two Dwelling Housing zone. The subject property has the Future Land Use Designation of S2RES – Single/Two Unit Residential and is within the City’s Permanent Growth Boundary. As such, the proposed zone is consistent with the Official Community Plan’s (OCP) objectives. In addition, both lots meet the minimum dimensions of the RU6 zone.

4.0 Proposal

4.1 Background

The subject property had a legal non-conforming duplex on the property that was built in 1974 (BP2774). This dwelling was decommissioned in 2017 to allow for the construction of a single-family dwelling at the rear of the property. The owner has operated a small section of the original building as a home-based business, but the structure remains uninhabited.

4.2 Project Description

The proposed rezoning from RR2 – Rural Residential 2 to RU6 – Two Dwelling Housing is to facilitate a 2-lot subdivision. Both buildings will remain on the property, and all structures are anticipated to meet all the requirements of the new zone, so no variances are anticipated. The proposal will allow for a panhandle subdivision and allow for the recommissioning of the former duplex.

4.3 Site Context

The property is located in the Southwest Mission OCP Sector and is within the Permanent Growth Boundary (PGB). The surrounding area entirely has a Future Land Use Designation of S2RES – Single/Two Unit Residential and the area is primarily zoned RR1 – Rural Residential 1, RR2 – Rural Residential 2, RR3 – Rural Residential 3, RU1c – Large Lot Housing with Carriage House, RU5 – Bare Land Strata Housing and RU6 – Two Dwelling Housing.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RR3 – Rural Residential 3	Single-Family Dwelling
East	RU6 – Two Dwelling Housing & RU1C – Large Lot Housing with Carriage House	Semi-Detached Housing, Single-Family Dwelling and Carriage House
South	RU5 – Bare Land Strata Housing & RU1 – Large Lot Housing	Single-Family Dwelling(s)
West	RU6 – Two Dwelling Housing	Single-Family Dwelling

Subject Property Map: 763 Barnaby Road



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Chapter 1: Introduction

Goals for a Sustainable Future:

Contain Urban Growth – Reduce greenfield urban sprawl and focus growth in compact, connected, and mixed-use (residential and commercial) urban and village centres.

Chapter 5: Development Process

Objective 5.3 Focus development to designated growth areas

Policy .1 Permanent Growth Boundary. Establish a Permanent Growth Boundary as identified on Map 4.1 and Map 5.2. The City of Kelowna will support development of properties outside the PGB for more intensive use only to the extent permitted as per the OCP Future Land Use designations in place as of initial adoption of OCP Bylaw 10500, except for Agri-Business designated sites or as per Council's specific amendment of this policy. The PGB may be reviewed as part of the next major OCP update.

6.0 Technical Comments

6.1 Development Engineering Department

6.1.1 Development Engineering Memo attached dated October 25th, 2021

7.0 Application Chronology

Date of Application Received: March 18th, 2021
Date Public Consultation Completed: October 21st, 2021

Report prepared by: Tyler Caswell, Planner I

Reviewed by: Dean Strachan, Community Planning & Development Manager

Reviewed by: Terry Barton, Development Planning Department Manager

Approved for Inclusion: Ryan Smith, Divisional Director, Planning & Development Services

Attachments:

Schedule A: Development Engineering Memo

Attachment A: Proposed Site Plan

CITY OF KELOWNA

MEMORANDUM

Date: APRIL 15, 2021

File No.: Z21-0021

To: Land Use Management Department (AF)

From: Development Engineering Manager (JK)

Subject: 763 Barnaby Road Lot C Plan KAP24757

The Development Engineering comments and requirements regarding this application to rezone current property from RR2 to RU6 to facilitate the conversions of an accessory building into a dwelling. are as follows:

The Development Engineering Technologist for this project is John Filipenko. AScT

.1 Water

- a) The subject property is currently serviced with a 25mm HDPE water service that will be utilized for the residence at the rear of the lot.

The installation of a new metered water service will be required and can be provided by City forces at the developer's expense. The applicant will be required to sign a Third-Party Work Order and pre-pay for the cost of the water service. For estimate inquiries please contact John Filipenko by email jfilipenko@kelowna.ca.

.2 Sanitary Sewer

- a) The property is currently serviced with a 100mm-diameter sanitary sewer service complete with inspection chamber (IC). A brooks box is required over the inspection chamber.

.4 Roads

- b) Barnaby Road is designated as urban class 1 collector road (City Standard SS-R5)
- c) Upgrade the road frontage to a full urban standard including fillet pavement, curb and gutter, piped drainage system including drywells and catch-basins and streetlights. The fronting sidewalk has been recently constructed (2019).A one-time cash payment in lieu of construction must be collected from the applicant for future construction by the City. The cash-in-lieu amount is determined to be \$23,776.00 not including utility service cost.
- d) Boulevard landscaping behind the sidewalk can be completed together with the onsite landscaping and irrigation work.

.6 Power and Telecommunication Services and Street Lights

- a) The existing house is served by overhead wiring. The service must be converted to an underground connection. The proposed new lot must also be serviced with an underground connections.
- b) Before making application for approval of your subdivision plan, please make arrangements with FortisBC for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application for final approval.
- c) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing


.7 Bonding and Levy summary**(a) Levies**

- (i) Barnaby St. Frontage Improvements \$23,776.00
- (ii) Engineering Admin Fee **\$ 873.77** (832.16 + \$41.61 GST)
- (iii) Service upgrades **To be determined**



Ryan O'Sullivan.
Development Engineering Manager

JF

SCHEDULE		A
This forms part of application # Z21-0021		
Planner Initials	TC	 City of Kelowna DEVELOPMENT PLANNING



WESTERKAMP DESIGN INC.
1587 SUTHERLAND AVENUE
KELOWNA, B.C. V1Y - 5Y7
(778) 484-2516
e-mail: bauhaus1@shaw.ca
web: www.bauhausdesigns.com

CONSULTANTS

ISSUED FOR PERMITS

RU6 PROPOSAL

763 BARNABY ROAD
Kelowna BC

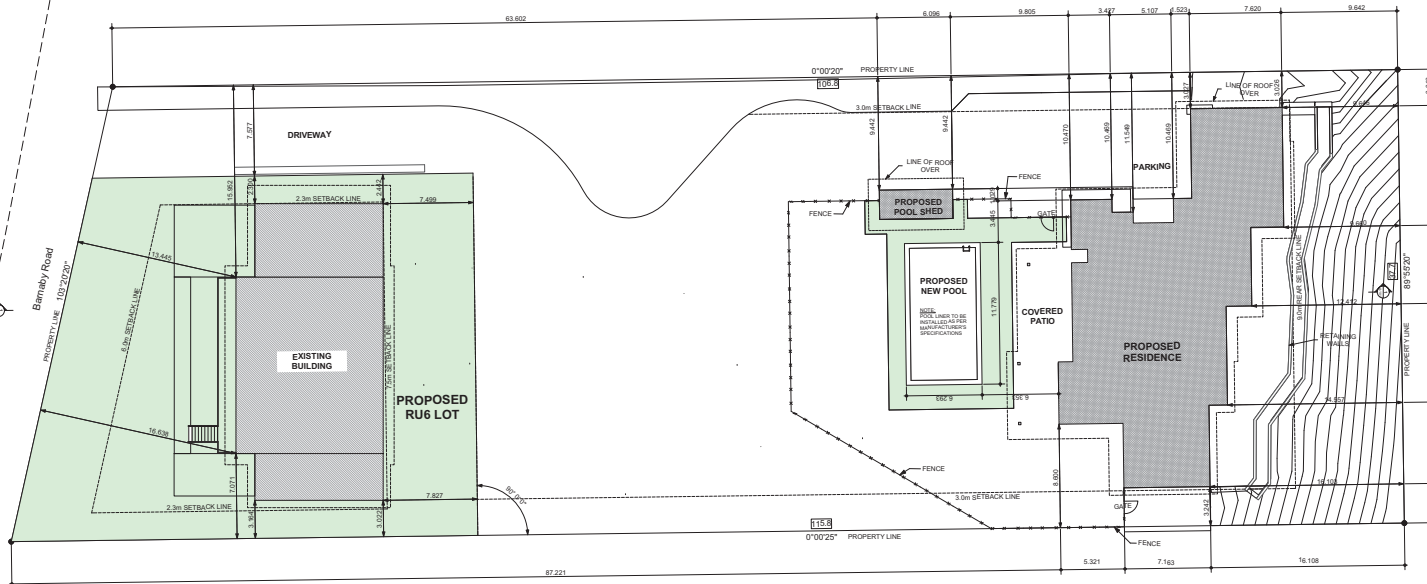
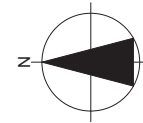
MARK	DATE	DESCRIPTION

DATE: 7/12/2021
MODEL FILE:
DRAWN BY:
CHKD BY:
COPYRIGHT

SHEET TITLE
SITE PLAN

A-101

SHEET 3



1 SITE PLAN
SCALE: 1/16" = 1'-0"

ATTACHMENT A

This forms part of application
Z21-0021

Planner Initials **TC**

City of Kelowna
DEVELOPMENT PLANNING



Z21-0021

763 Barnaby Road

Rezoning Application



Proposal

- ▶ To rezone the subject property from the RR2 – Rural Residential 2 to the RU6 – Two Dwelling Housing zone to facilitate a two-lot subdivision, and to waive the Public Hearing.

Development Process

Mar 18th, 2021

Development Application Submitted



Staff Review & Circulation



Oct 21st, 2021

Public Notification Received



Nov 8th, 2021

Initial Consideration



Public Hearing (Waived)
Second & Third Readings



Final Reading
DP & Variances



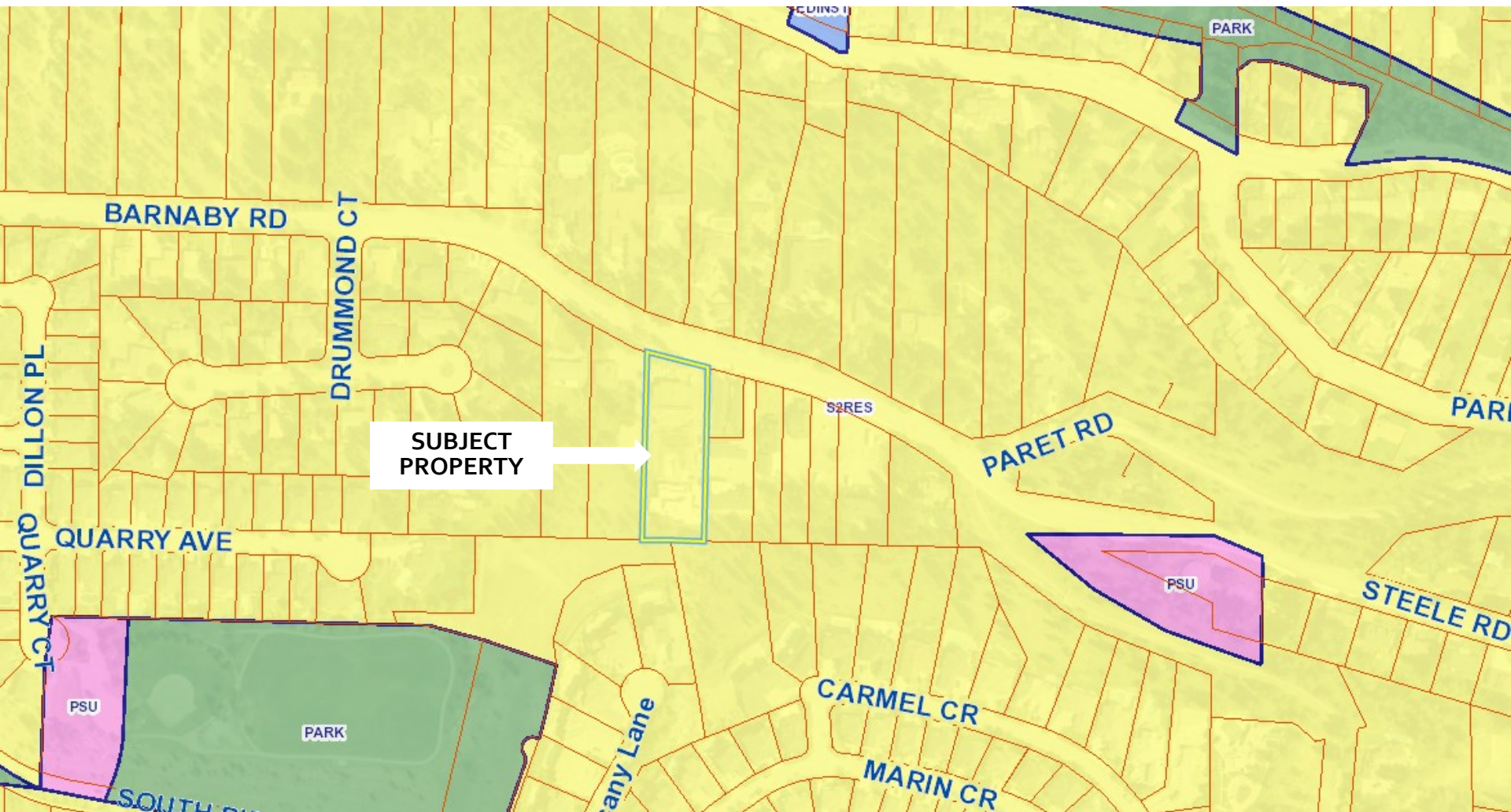
Building Permit

Council
Approvals

Context Map



OCP Future Land Use



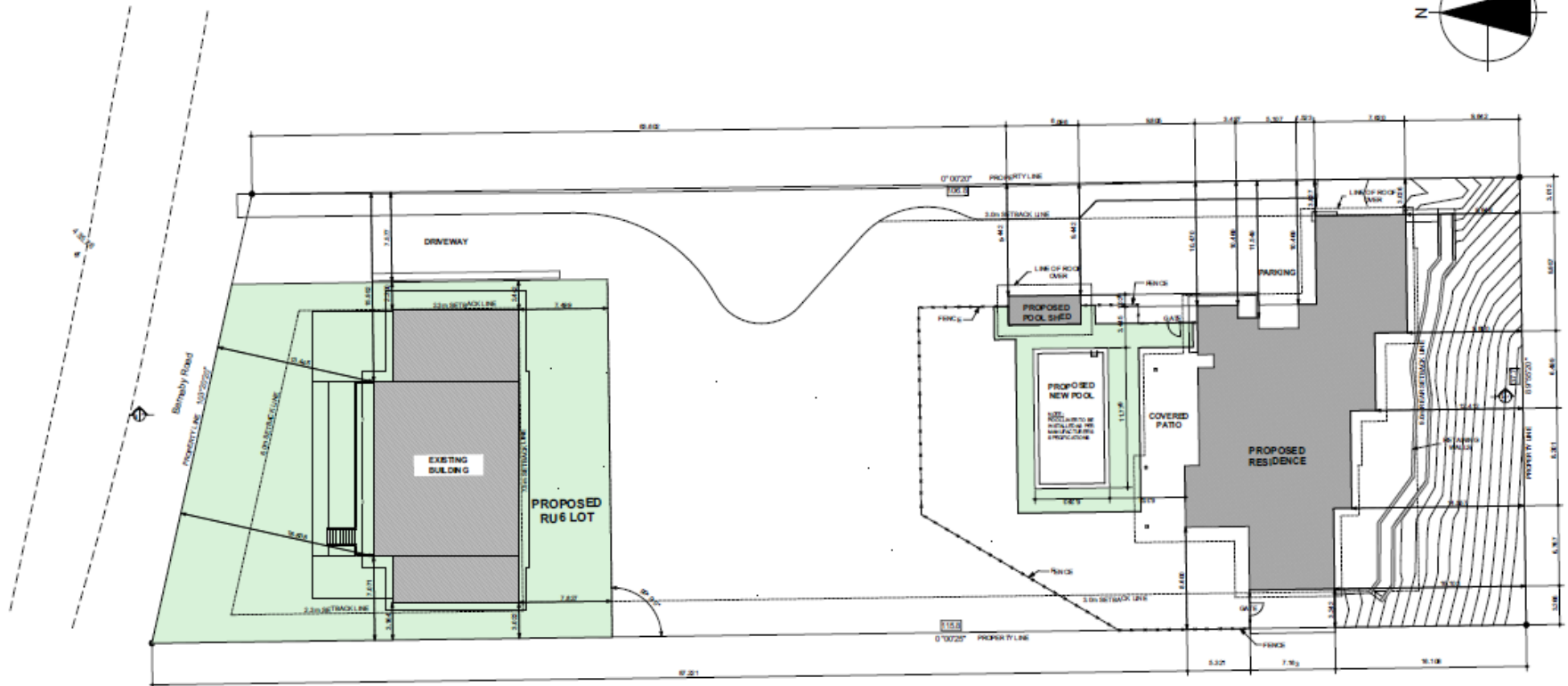
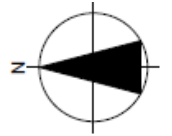
Subject Property Map



Project details

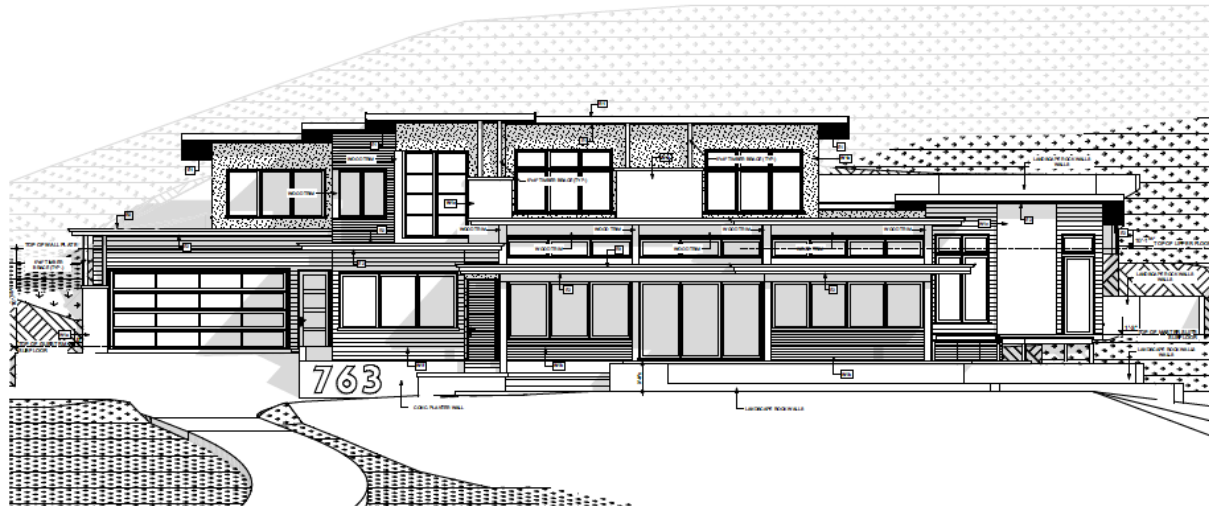
- ▶ The proposal is to facilitate a 2-lot subdivision, which will meet the minimum size, width and depth of the RU6 zone
- ▶ Existing dwelling/buildings will remain, and it will be able to meet the side yard setbacks.
- ▶ The decommissioned duplex, will be able to be recommissioned. It will be required to meet BC Building Code.

Site Plan

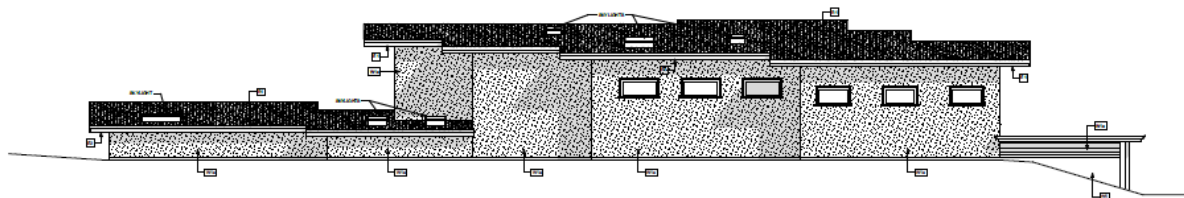


1 SITE PLAN
SCALE: 1/16" = 1'-0"

Elevation Drawings



FRONT (NORTH) ELEVATION
SCALE: 3/16" = 1'-0"



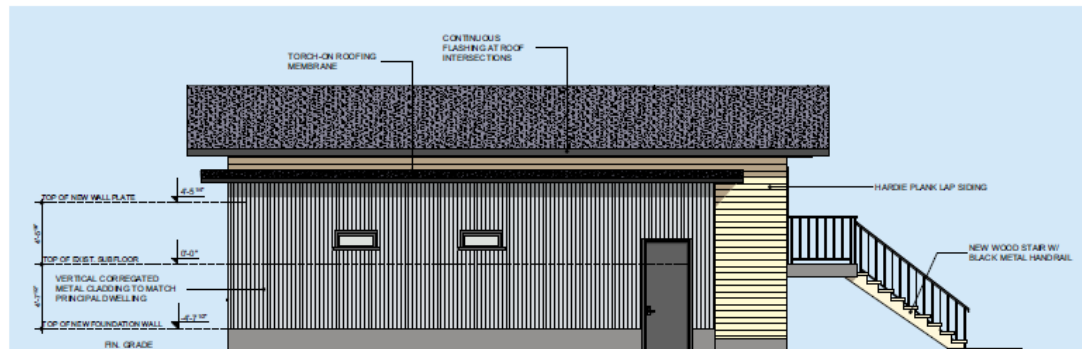
REAR (SOUTH) ELEVATION
SCALE: 3/16" = 1'-0"

Elevation Drawings



GARAGE FRONT ELEVATION

SCALE: 1/4" = 1'-0"



GARAGE LEFT ELEVATION

SCALE: 1/4" = 1'-0"

Staff Recommendation

- ▶ Development Planning Staff recommend **support** of the proposed Rezoning:
 - ▶ Subject property is within the Permanent Growth Boundary.
 - ▶ Meets the intent of the OCP including Sensitive Infill and the Future Land Use Designation of S2RES – Single/Two Unit Residential.
 - ▶ Staff also recommend to waive the Public Hearing.



Conclusion of Staff Remarks

CITY OF KELOWNA

BYLAW NO. 12301

Z21-0021

763 Barnaby 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 C District Lot 357 SDYD Plan 24757 located on Barnaby Road, Kelowna, BC from the RR2 – Rural Residential 2 zone to the RU6 – Two Dwelling Housing 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

Public Hearing waived by the Municipal Council this

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

CITY OF KELOWNA

BYLAW NO. 12151

Official Community Plan Amendment No. OCP19-0006 (W OF) Highway 97 North

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 portions of Lot 1 Section 2 Township 23 ODYD Plan EPP76079, located on Highway 97 North, Kelowna, B.C., from the PARK – Major Park/Open Space (public) and S2RES – Single/Two Unit Residential designations to the IND - Industrial designation as shown on Map "A" 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 18th day of January, 2021.

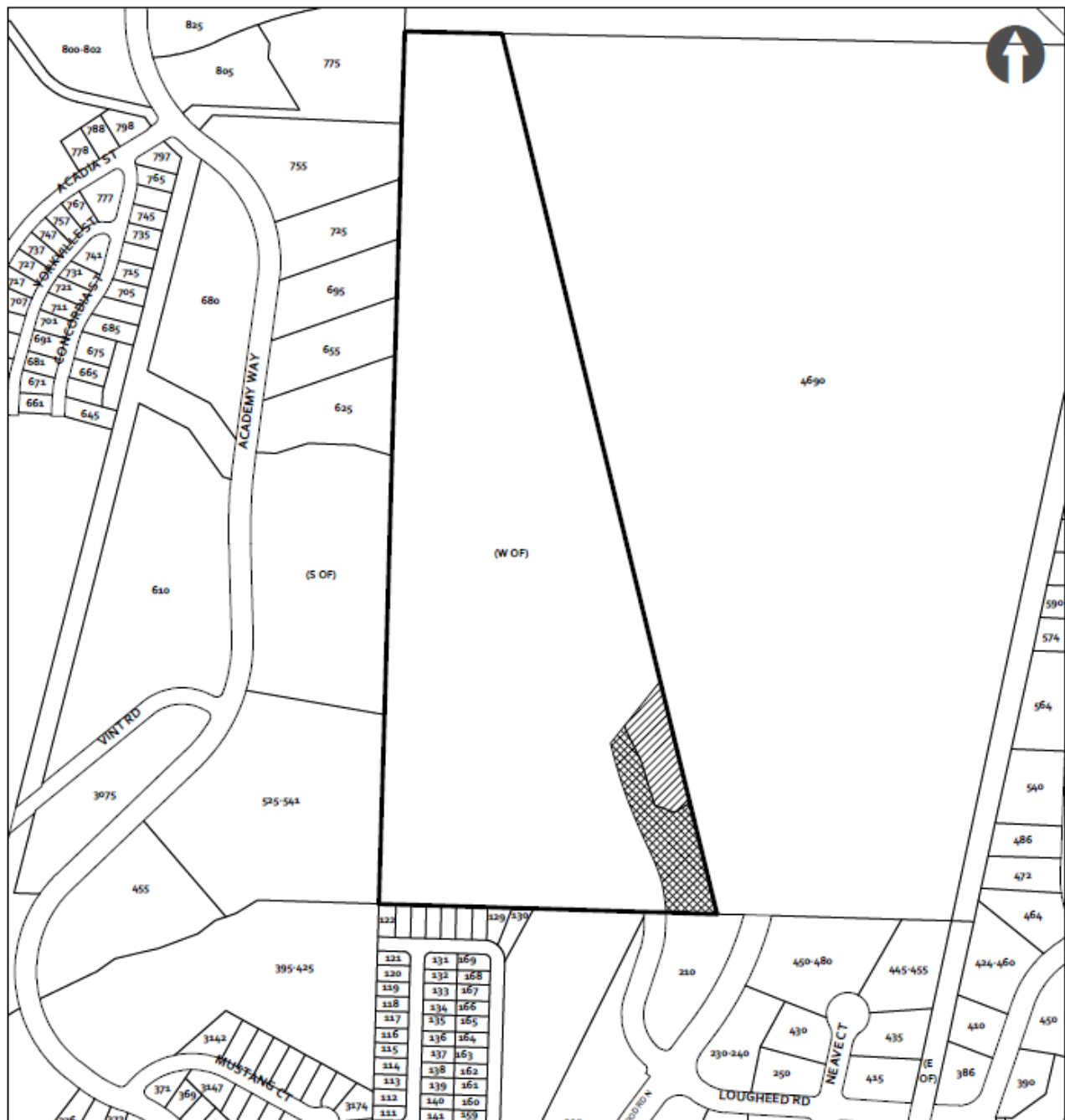
Considered at a Public Hearing on the 2nd day of February, 2021.

Read a second and third time by the Municipal Council this 2nd day of February, 2021.




Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



**MAP "A" Proposed OCP Amendment
File OCP19-0006**

-  S2RES - Single/Two Unit Residential to IND - Industrial
-  PARK - Major Park / Open Space (public) to IND - Industrial
-  Subject Property



TC

0 50 100 Metres

Rev. Tuesday, January 05, 2021

CITY OF KELOWNA
BYLAW NO. 12152
Z19-0108
(W OF) Highway 97 North

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 portion of Lot 1 Section 2 Township 23 ODYD Plan EPP76079 located at Highway 97 North, Kelowna, BC from the A1 – Agriculture 1 zone to the I1 – Business Industrial zone as shown on Map "B" 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 18th day of January, 2021.

Considered at a Public Hearing on the 2nd day of February, 2021.

Read a second and third time by the Municipal Council this 2nd day of February, 2021.

Approved under the Transportation Act this 4th day of February, 2021.

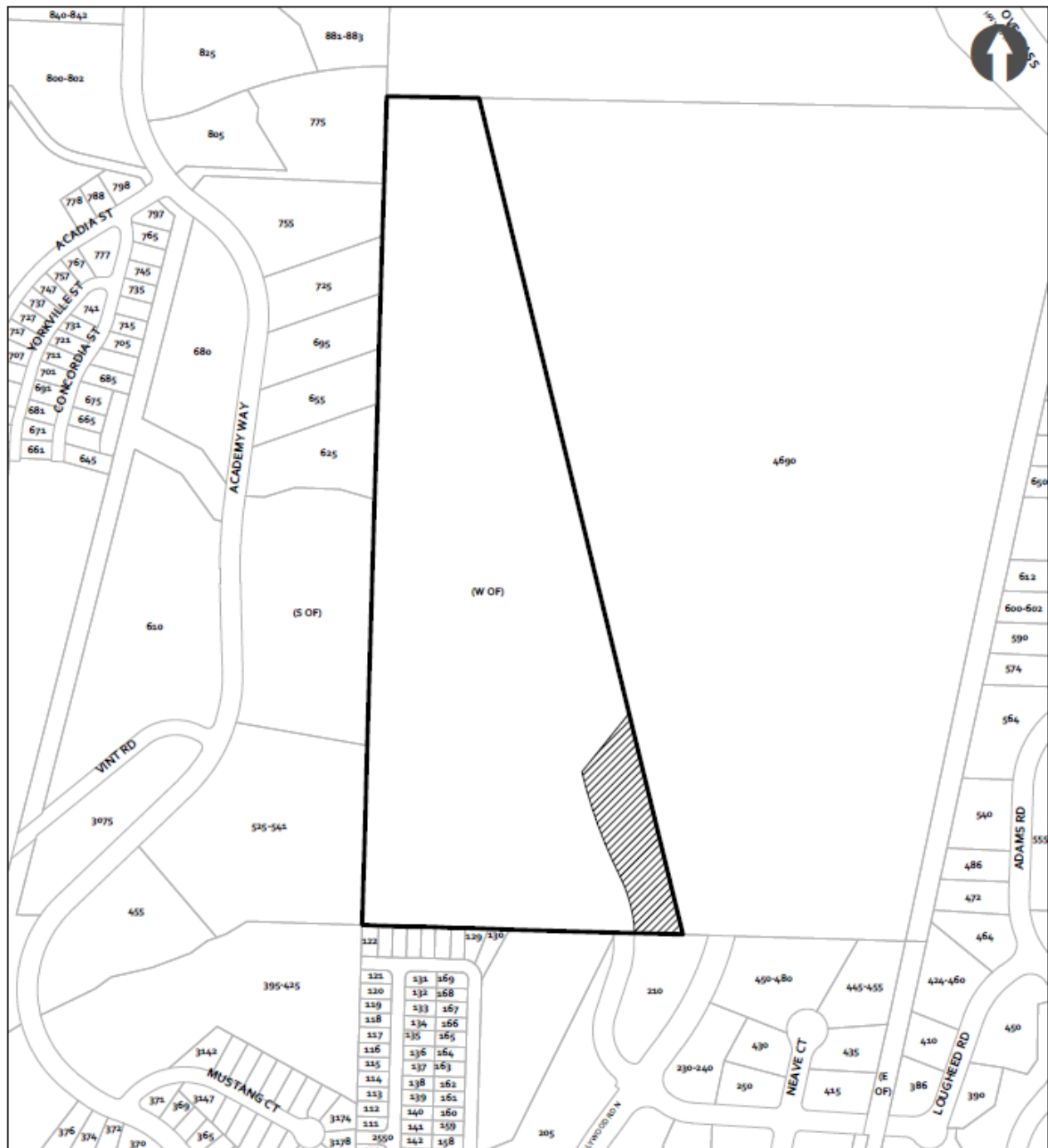
Audrie Henry

(Approving Officer – Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



MAP "B" Proposed Rezoning **File Z19-0108**



Subject Property

A1 - Agriculture 1 to I1 - Business Industrial



Rev. Tuesday, January 05, 2021

TC

REPORT TO COUNCIL



Date: November 8, 2021

To: Council

From: City Manager

Department: Development Planning

Application: DP19-0156

Owner: 1207431 B.C. Ltd., Inc.No.
BC1207431

Address: (W OF) Hwy 97 North

Applicant: CTQ Consultants Ltd., Ed
Grifone

Subject: Development Permit Application

Existing OCP Designation: PARK – Major Park/Open Space (public)
S2RES – Single/Two Unit Residential

Proposed OCP Designation: IND - Industrial

Existing Zone: A1 – Agriculture 1

Proposed Zone: I1 – Business Industrial

1.0 Recommendation

THAT final adoption of Official Community Plan Bylaw No.12151 and Rezoning Bylaw No.12152 be considered by Council;

AND THAT Council authorize the issuance of Development Permit No. DP19-0156 for Lot 1 Section 2 Township 23 ODYD Plan EPP76079 located at (W OF) Highway 97 North, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land be in accordance with Schedule "C";
4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Application in order for the permits to be issued;

AND FURTHER THAT this Development Permit are valid for two (2) years from the date of Council approval, with no opportunity to extend.

2.0 Purpose

To consider the form and character of an industrial development to accommodate general business industrial use.

3.0 Development Planning

Development Planning is recommending support for the proposed industrial development as it is consistent with existing industrial use in the Hollywood Road North area. The application meets the Official Community Plan (OCP) Comprehensive Development Permit Area design guidelines and is considered to appropriately expand industrial land base in the City.

4.0 Proposal

4.1 Background

The subject property is a large, forested parcel and is approximately 40.0 acres in size. It is directly adjacent to the Academy Way developments to the west including a future school site, neighborhood park and the U - Buildings. The Future Land Use Designations for the property is currently PARK – Major Park/Open Space and S2Res – Single / Two Unit Residential. The property is zoned A1 – Agriculture and is currently vacant.

4.2 Project Description

The proposal is a business industrial development with a total of 5,083 m² of floor area in four buildings. The four buildings will be 2 storeys in height and located on the east side of the property. The building will be accessed from the extension of Loughheed Road from the south and existing industrial development.

The form and character of the building is a modern form consisting primarily of concrete panels with a variety of colour and large windows to break up the façade. Wood like panelling on Buildings 1 and 2 accents the overhead garage doors.

The landscape buffers and planting types generally meet the criteria for industrial developments. The internal parking area and building are lined with trees and shrubs and includes an employee amenities area on the east side between the two buildings.

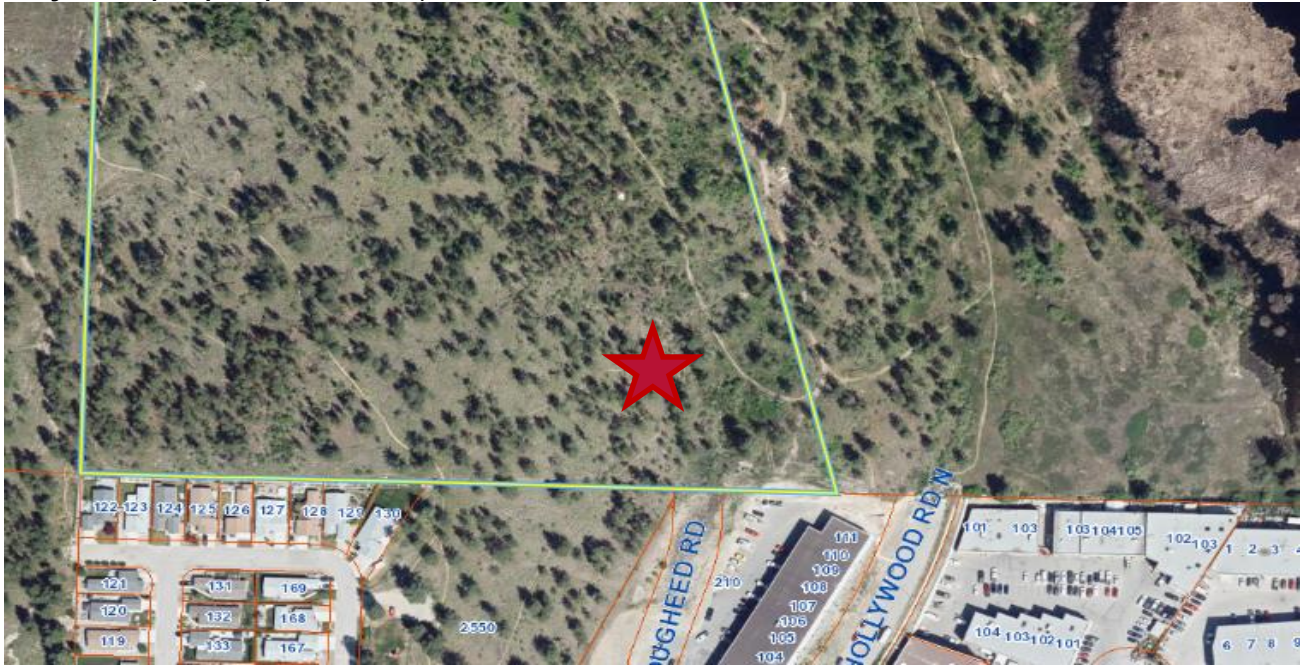
4.3 Site Context

The subject property is located in the Highway 97 City Sector, at the north end of existing Hollywood Road North and south of John Hindle Drive. It is situated west of Academy Way and east of Carney Pond.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	A1 - Agriculture	Vacant
East	A1 - Agriculture	Vacant / Carney Pond
South	I1 – Business Industrial / RM5 – Strata	Industrial / Residential
West	P2/P3/RM4/RM5	Vacant / Residential

Subject Property Map: W OF (Hwy 97 N)



4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	I1 ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Min. Lot Area	4000 m ²	4457 m ²
Min. Lot Width	40 m	73 m
Min. Lot Depth	35 m	52 m
Development Regulations		
Max. Floor Area Ratio	1.2	0.54
Max. Height	16.0 m	9.8 m
Min. Front Yard	6.0 m	6.0 m
Min. Side Yard (south)	6.0 m	6.0 m
Min. Side Yard (north)	6.0 m	6.0 m
Min. Rear Yard	6.0 m	6.0 m
Other Regulations		
Min. Parking Requirements	52	73
Min. Bicycle Parking (long term)	4	4

5.0 **Current Development Policies**

5.1 Kelowna Official Community Plan (OCP)

Chapter 14: Urban Design Development Permits Areas

Comprehensive Development Permit Area Objectives.

- Convey a strong sense of authenticity through urban design that is distinctive for Kelowna;
- Promote a high urban design standard and quality of construction for future development that is coordinated with existing structures;
- Integrate new development with existing site conditions and preserve the character amenities of the surrounding area;
- Promote interesting, pedestrian friendly streetscape design and pedestrian linkages;
- Provide for a scale and massing of commercial buildings that promotes a safe, enjoyable living, pedestrian, working, shopping and service experience;
- Incorporate architectural features and detailing of buildings and landscapes that define an area's character; and
- Promote alternative transportation with enhances streetscapes and multi-modal linkages

6.o Application Chronology

Date of Application Received: June 11, 2019
Date of Amended Application: September 21, 2020
Date Public Consultation Completed: October 22, 2020

Report prepared by: Wesley Miles, Planner Specialist
Reviewed by: Dean Strachan, Community Planning and Development Manager
Approved for Inclusion: Terry Barton, Development Planning Department Manager

Attachments:

Attachment A: Draft Development Permit DP19-0156

Schedule A: Site Plan

Schedule B: Elevations

Schedule C: Landscape Plan



Development Permit Permit DP19-0156

This permit relates to land in the City of Kelowna municipally known as:

(W OF) Highway 97 North

and legally known as:

Lot 1 Section 2 Township 23 ODYD Plan EPP76079

and permits the land to be used for the following development:

Industrial

The present owner and any subsequent owner of the above described land must comply with any attached terms and conditions.

Date of Council Decision November 8, 2021

Decision By: COUNCIL

Development Permit Area: Comprehensive Development Permit Area

This permit will not be valid if development has not commenced by November 8, 2023.

Existing Zone: I1 – Business Industrial

Future Land Use Designation: IND - Industrial

This is NOT a Building Permit.

In addition to your Development Permit, a Building Permit may be required prior to any work commencing. For further information, contact the City of Kelowna, Development Services Branch.

NOTICE

This permit does not relieve the owner or the owner's authorized agent from full compliance with the requirements of any federal, provincial or other municipal legislation, or the terms and conditions of any easement, covenant, building scheme or agreement affecting the building or land.

Owner: 1207431 B.C. Ltd., Inc.No. BC1207431

Applicant: CTQ Consultants Ltd., Ed Grifone

Terry Barton
Development Planning Department Manager
Development Planning

Date

1. SCOPE OF APPROVAL

This Development Permit applies to and only to those lands within the Municipality as described above, and any and all buildings, structures and other development thereon.

This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit, noted in the Terms and Conditions below.

The issuance of a permit limits the permit holder to be in strict compliance with regulations of the Zoning Bylaw and all other Bylaws unless specific variances have been authorized by the Development Permit. No implied variances from bylaw provisions shall be granted by virtue of drawing notations that are inconsistent with bylaw provisions and that may not have been identified as required Variances by the applicant or Municipal staff.

2. CONDITIONS OF APPROVAL

- a) The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- b) The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- c) Landscaping to be provided on the land be in accordance with Schedule "C"; and
- d) The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect.

This Development Permit is valid for two (2) years from the date of Council approval, with no opportunity to extend.

3. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Developer and be paid to the Developer or his or her designate if the security is returned. The condition of the posting of the security is that should the Developer fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use enter into an agreement with the property owner of the day to have the work carried out, and any surplus shall be paid over to the property own of the day. Should the Developer carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Developer or his or her designate. There is filed accordingly:

- a) An Irrevocable Letter of Credit in the amount of **\$ 150,325.00**

Before any bond or security required under this Permit is reduced or released, the Developer will provide the City with a statutory declaration certifying that all labour, material, workers' compensation and other taxes and costs have been paid.

5. INDEMNIFICATION

Upon commencement of the works authorized by this Permit the Developer covenants and agrees to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality said Permit.

All costs, expenses, claims that may be incurred by the Municipality where the construction, engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall ONLY be returned to the signatory of the
Landscape Agreement or their designates.**

ZONING ANALYSIS

CIVIC ADDRESS
LOUGHEED ROAD, KELOWNA, BC
LEGAL DESCRIPTION

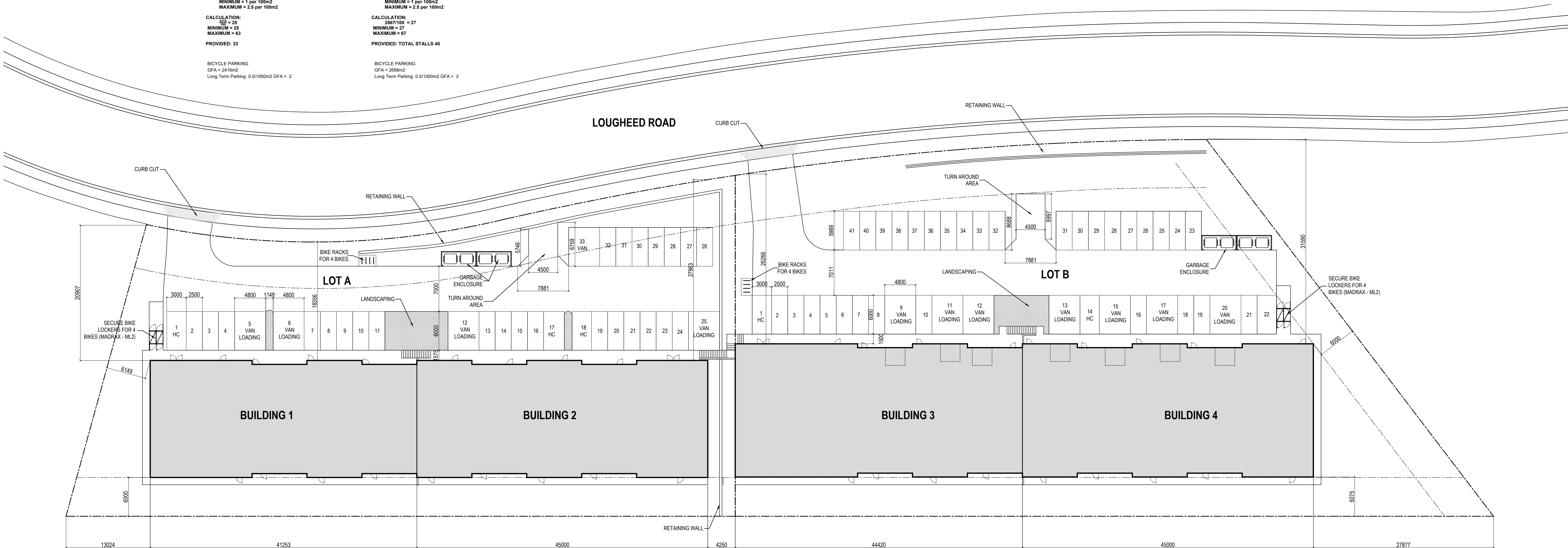
ZONING CODE: I-1
CATEGORY: BUSINESS INDUSTRIAL

- DEVELOPMENT REGULATIONS:
- REQUIRED
- MAXIMUM FLOOR AREA RATIO (FAR) = 1.2
 - MAXIMUM HEIGHT = 16.0m OR 5 STORIES
 - FRONT YARD SETBACK = 6.0m
 - MINIMUM SIDE YARD = 0.0m ADJACENT TO TO COMMERCIAL OR INDUSTRIAL AND 6.0m ABUTTING OTHER ZONES. MINIMUM SIDE YARD IS 4.5m FROM A FLANKING STREET
 - MINIMUM REAR YARD = 0.0m ADJACENT TO TO COMMERCIAL OR INDUSTRIAL AND 6.0m ABUTTING OTHER ZONES.

LOT A	LOT B
SITE AND BUILDING AREA SITE AREA SA: 4457 m2 BUILDING BA: 1588 m2 SITE COVERAGE ((BA/SA)x100): ((1588/4457)x100) = 35% BUILDING 1588 m² BUILDING FOOTPRINT AREA	SITE AND BUILDING AREA SITE AREA SA: 5405 m2 BUILDING BA: 1801 m2 SITE COVERAGE ((BA/SA)x100): ((1801/5405)x100) = 28% BUILDING 1801 m² BUILDING FOOTPRINT AREA
BUILDING GROSS FLOOR AREA SITE AREA SA: 4457 m2 ALLOWABLE FAR: 4457x1.2=5348.4 BUILDING NFA: 2416m2 F.A.R. (NFA/SA): 2416/4457m2 = 0.54 FLOOR 1588 m² 828 m² 2416.0 m² MAIN FLOOR SECOND FLOOR / MEZZANINES Total Net Floor Area (NFA)	BUILDING GROSS FLOOR AREA SITE AREA SA: 5405 m2 ALLOWABLE FAR: 5405x1.2=6486 BUILDING NFA: 2667m2 F.A.R. (NFA/SA): 2667/5405m2 = 0.49 FLOOR 1801 m² 866 m² 2667.0 m² MAIN FLOOR SECOND FLOOR / MEZZANINES Total Net Floor Area (NFA)

BUILDING SPECIFICS	BUILDING SPECIFICS
FRONT YARD - 18m REAR YARD - 6m SIDE YARD - 5m and 4.5m BUILDING HEIGHT - 9.8m / 2 stories OUTDOOR STORAGE - NONE OUTDOOR DISPLAY - NONE FAR - 0.54 SITE COVERAGE - 35% TOTAL NET FLOOR AREA - 2416.0 m²	FRONT YARD - 26m REAR YARD - 6m SIDE YARD - 5m and 6m BUILDING HEIGHT - 9.8m / 2 stories OUTDOOR STORAGE - NONE OUTDOOR DISPLAY - NONE FAR - 0.49 SITE COVERAGE - 28% TOTAL NET FLOOR AREA - 2667.0 m²

PARKING SCHEDULE	PARKING SCHEDULE
INDUSTRIAL - MINIMUM = 1 per 100m2 MAXIMUM = 2.5 per 100m2 CALCULATION: 100 / 25 = 4 MINIMUM = 4 MAXIMUM = 63 PROVIDED: 33 BICYCLE PARKING GFA = 2416m2 Long Term Parking 0.5/1000m2 GFA = 2	INDUSTRIAL - MINIMUM = 1 per 100m2 MAXIMUM = 2.5 per 100m2 CALCULATION: 2667/100 = 27 MINIMUM = 27 MAXIMUM = 67 PROVIDED: TOTAL STALLS 40 BICYCLE PARKING GFA = 2668m2 Long Term Parking 0.5/1000m2 GFA = 2



SCHEDULE A

This forms part of application
DP19-0156

Planner
Initials

WM

City of
Kelowna
COMMUNITY PLANNING



ISSUE NO. DATE

PROFESSIONAL SEAL(S)
CONSULTANTS
DiStefano Jaud, Architecture

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WWW.DISTEFANOJAUD.COM

PROJECT
LOUGHEED ROAD
COMMERCIAL PARK

PROJECT NUMBER
DJA 2021-21

PROJECT LOCATION
LOUGHEED ROAD, KELOWNA

SHEET TITLE
SITE PLAN
BYLAW REVIEW

DATE
OCTOBER 15, 2021

SHEET NUMBER

A1.0

SCALE
1:300

1 SITE PLAN
A1.0 1:300

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PROJECT
LOUGHEED ROAD
COMMERCIAL PARK

PROJECT NUMBER
DJA 2021-21

PROJECT LOCATION
LOUGHEED ROAD, KELOWNA

SHEET TITLE
WEST BUILDING ELEVATIONS
BUILDINGS 1, 2, 3 & 4

DATE
September 24, 2021

SHEET NUMBER

A3.1

SCALE
1:125

BUILDING 2

BUILDING 1

BUILDING 4

BUILDING 3

1 BUILDING 1 & 2 MAIN / WEST ELEVATION
A3.1 1:125

2 BUILDING 3 & 4 MAIN / WEST ELEVATION
A3.1 1:125

SCHEDULE B

This forms part of application
DP19-0156

Planner
Initials WM



EXTERIOR CLADDING LEGEND					
TYPE	DESCRIPTION			TYPE	DESCRIPTION
A	TILT-UP CONCRETE WALL PAINT COLOUR -1			G	WINDOW MULLIONS
B	TILT-UP CONCRETE WALL PAINT COLOUR -2			H	METAL CLAD FRAME AND CANOPY
C	TILT-UP CONCRETE WALL PAINT COLOUR -3			J	OVERHEAD DOOR
D	LONGBOARD OR EQUIVALENT METAL SIDING WOOD GRAIN FINISH - BEND IN PANEL TO CREATE CANOPY OVER ENTRIES			K	MAN DOOR
F	METAL CANOPY				SPANDREL PANEL
					GLASS



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PROJECT
LOUGHEED ROAD
COMMERCIAL PARK

PROJECT NUMBER
DJA 2021-21

PROJECT LOCATION
LOUGHEED ROAD, KELOWNA

SHEET TITLE
BUILDINGS 1, 2, 3 & 4
SOUTH AND NORTH
ELEVATIONS

DATE
SEPTEMBER 24, 2021

SHEET NUMBER

A3.3

SCALE
1:125



1 BUILDING 1 SOUTH ELEVATION
A3.3 N.T.S.

2 BUILDING 2 NORTH ELEVATION
A3.3 1:125



3 BUILDING 3 SOUTH ELEVATION
A3.3 1:125

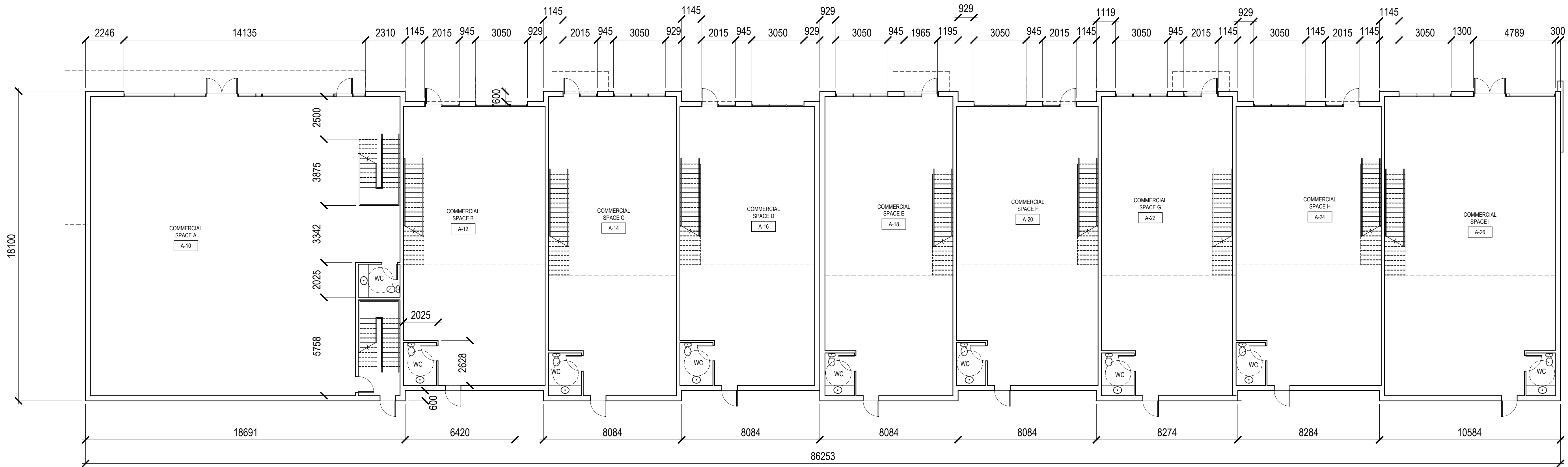
4 BUILDING 4 NORTH ELEVATION
A3.3 1:125

EXTERIOR CLADDING LEGEND					
TYPE			DESCRIPTION		
A			TILT-UP CONCRETE WALL	G	WINDOW MULLIONS
B			PAINT COLOUR -1	H	METAL CLAD FRAME AND CANOPY
C			TILT-UP CONCRETE WALL	J	OVERHEAD DOOR
D			PAINT COLOUR -2	K	MAN DOOR
E			TILT-UP CONCRETE WALL		SPANDREL PANEL
F			PAINT COLOUR -3		GLASS
			LONGBOARD OR EQUIVALENT METAL SIDING		
			WOOD GRAIN FINISH - BEND IN PANEL TO CREATE		
			CANOPY OVER ENTRIES		
			METAL CANOPY		

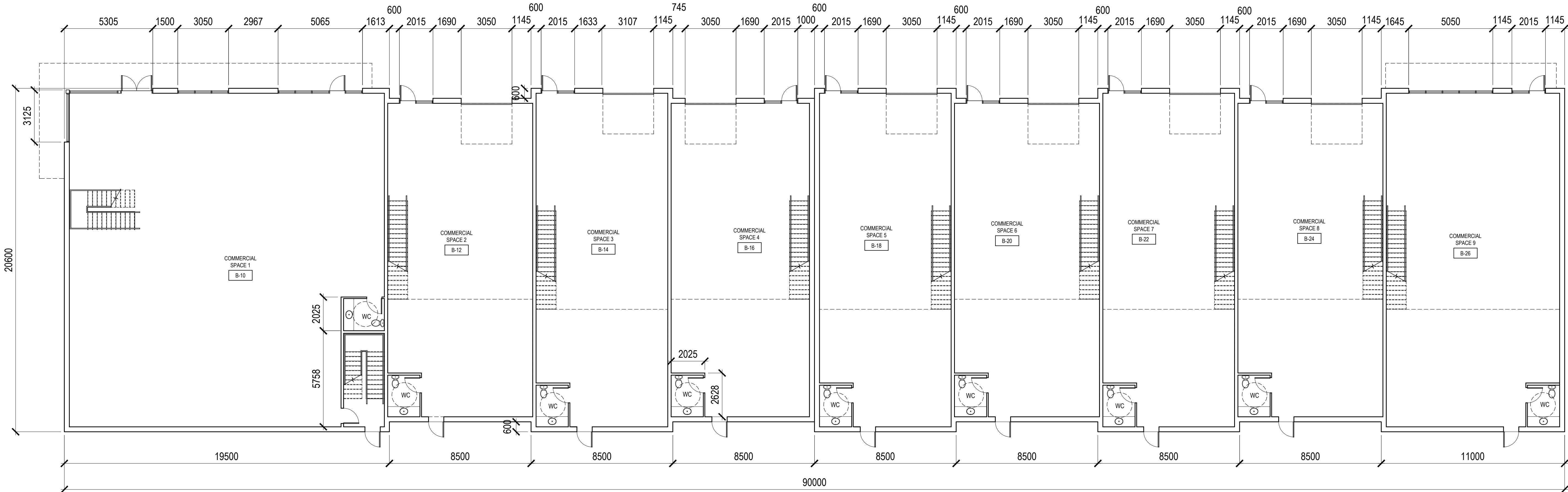
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1 MAIN FLOOR PLAN BUILDING A
A2.1 1:125



2 MAIN FLOOR PLAN BUILDING B
A2.1 1:125

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Architecture

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PROJECT
**LOUGHEED ROAD
COMMERCIAL PARK**

PROJECT NUMBER
DJA 2021-21

PROJECT LOCATION
LOUGHEED ROAD, KELOWNA

SHEET TITLE
**MAIN FLOOR PLAN
BUILDING 1 & 2**

DATE
SEPTEMBER 24, 2021

SHEET NUMBER

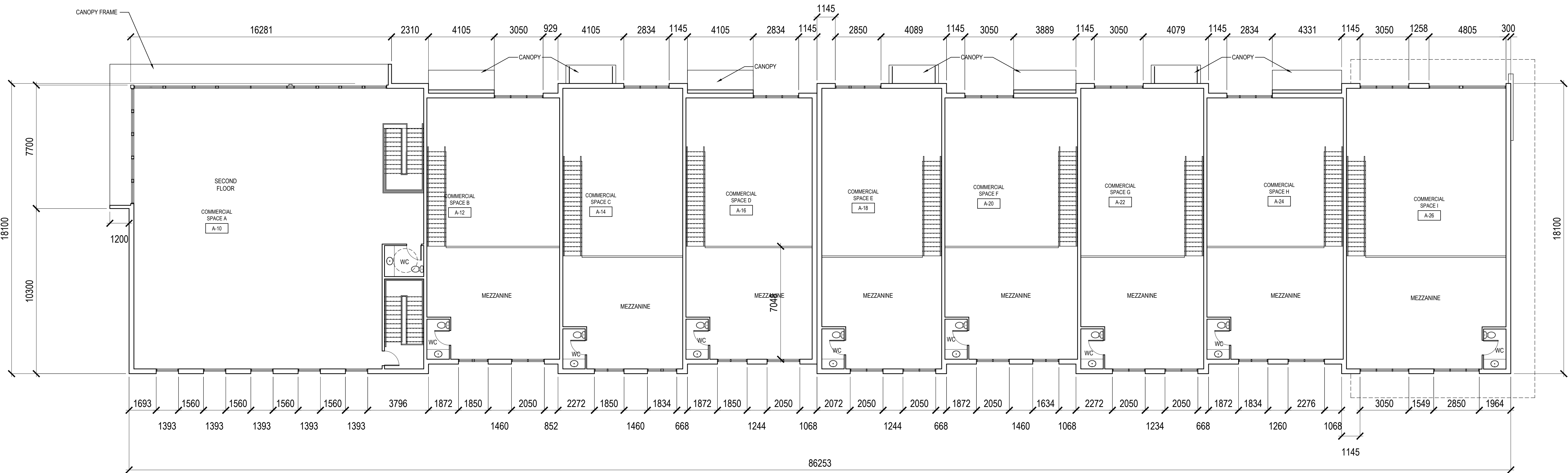
A2.1

SCALE
N.T.S.

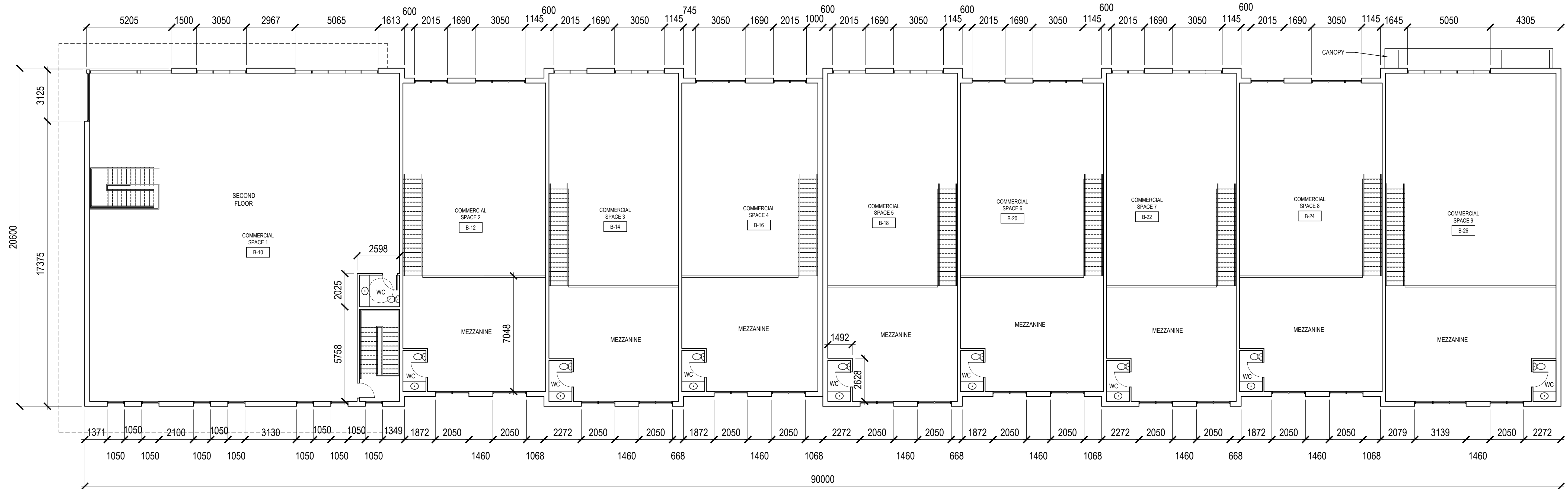
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1 SECOND FLOOR PLAN BUILDING A
A2.2 1:125



2 SECOND FLOOR PLAN BUILDING B
A2.2 1:125

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PROJECT
**LOUGHEED ROAD
COMMERCIAL PARK**

PROJECT NUMBER
DJA 2021-21

PROJECT LOCATION
LOUGHEED ROAD, KELOWNA

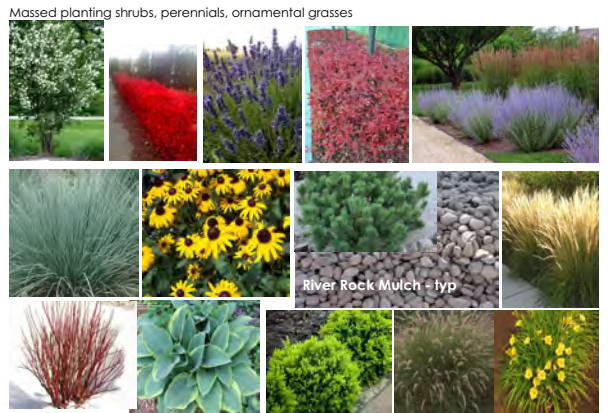
SHEET TITLE
**SECOND FLOOR PLAN
BUILDING 1 & 2**

DATE
SEPTEMBER 24, 2021

SHEET NUMBER

A2.2

SCALE
1:125



Proposed Plant List - LOUGHEED ROAD				
Symbol	Botanical Name	Common Name	Size	Spacing
	Gleditsia triacanthos 'Skyline'	Skyline Honeylocust	75 mm cal	
	Magnolia stellata	Star Magnolia - tree form	60 mm cal	
	Ulmus americana 'Patmore'	Patmore Elm	75 mm cal	
	Pinus ponderosa	Ponderosa Pine	1.8m ht.	
	Buxus microphylla	Japanese Boxwood	#2	8m OC
	Cornus sericea	Arctic Fire Red Twig Dogwood	#2	1.2m OC
	Euonymus alata compacta	Dwarf Burning Bush	#2	1.2m OC
	Perovskia atriplicifolia	Russian sage	#2	1.2m OC
	Philadelphus lewisii 'Blizzard'	Blizzard Mockorange	#2	1.5m OC
	Pinus mugo pumilo	Dwarf Mugo Pine	#2	1.2m OC
	Rhus aromatica 'Grow Low'	Grow Low Fragrant Sumac	#2	1.2m OC
	Calamagrostis 'Karl Foerster'	Karl Foerster Reed grass	#2	1.0m OC
	Helictotrichon sempervirens	Blue Cat Grass	#2	8m OC
	Pennisetum alopecuroides 'Karley Rose'	Karley Rose Fountain Grass	#2	8m OC
	Lavendula 'Munstead'	Munstead lavender	#2	1.0m OC
	Hemerocallis 'Stella d'Oro'	Stella d'Oro Daylily	#2	0.6m OC
	Hosta 'Fortune Hycanthine'	Hycanth Hosta	#2	0.6m OC
	Rudbeckia hirta 'Goldsturm'	Goldsturm Gloriosa Daisy	#2	0.6m OC

Sodded Boulevard
Washed River Rock
Dryland Grass Mix for all disturbed areas
Dryland Grass Mix Seed Blend (% by weight)
 Application Rate 150kg/ha
 Crested Wheat Grass 20
 Perennial Ryegrass 15
 Slender Wheat Grass 10
 Tall Wheat Grass 10
 Hard Fescue 10
 Creeping Red Fescue 10
 Annual Ryegrass 15
 Seed mix to be certified #1 Grade.

Notes

- The illustrated landscape plan is conceptual only, not for construction.
- All plants, material and planting practices to conform to the 'Canadian Landscape Standard' - Current Edition
- Contractor to provide a warranty and maintenance period of 1 year on all plants and materials. Plants and materials that fail before end of the warranty period shall be replaced by the contractor.
- All planting areas to receive 450mm of topsoil. All sod areas to receive 150mm depth of topsoil.
- Prior to delivery to site, a representative sample and test results of topsoil should be made available to the consultant for approval.
- Rock mulch to be 50-100mm dia. washed river rock at a depth of 150mm on landscape fabric.
- Plant material selections are conceptual only. Final planting selections may vary depending on availability. No plant species substitution will be accepted without the written consent of the consultant.
- All planting beds to receive 75 mm depth of Ogo - Grow mulch or approved equivalent.
- Prior to any construction, contractor to verify the location of all existing utilities on the site.
- Install Deep Root Tree Root Barrier UB 18-2 along sidewalk edges within 2.0m of tree trunks.
- Planting beds not contained within existing hard edges to be edged with Permaloc Proline aluminum landscape edger as per manufacturers specifications.
- Boulevard street trees planted as per City of Kelowna Landscape Standard detail for boulevard tree planting.
- All planting beds and lawn areas to be irrigated.



CONTEXT



Conceptual Landscape Plan INDUSTRIAL SITE

SCHEDULE C

This forms part of application
 # DP19-0156

Planner Initials WM





DP19-0156 W OF HWY 97 N

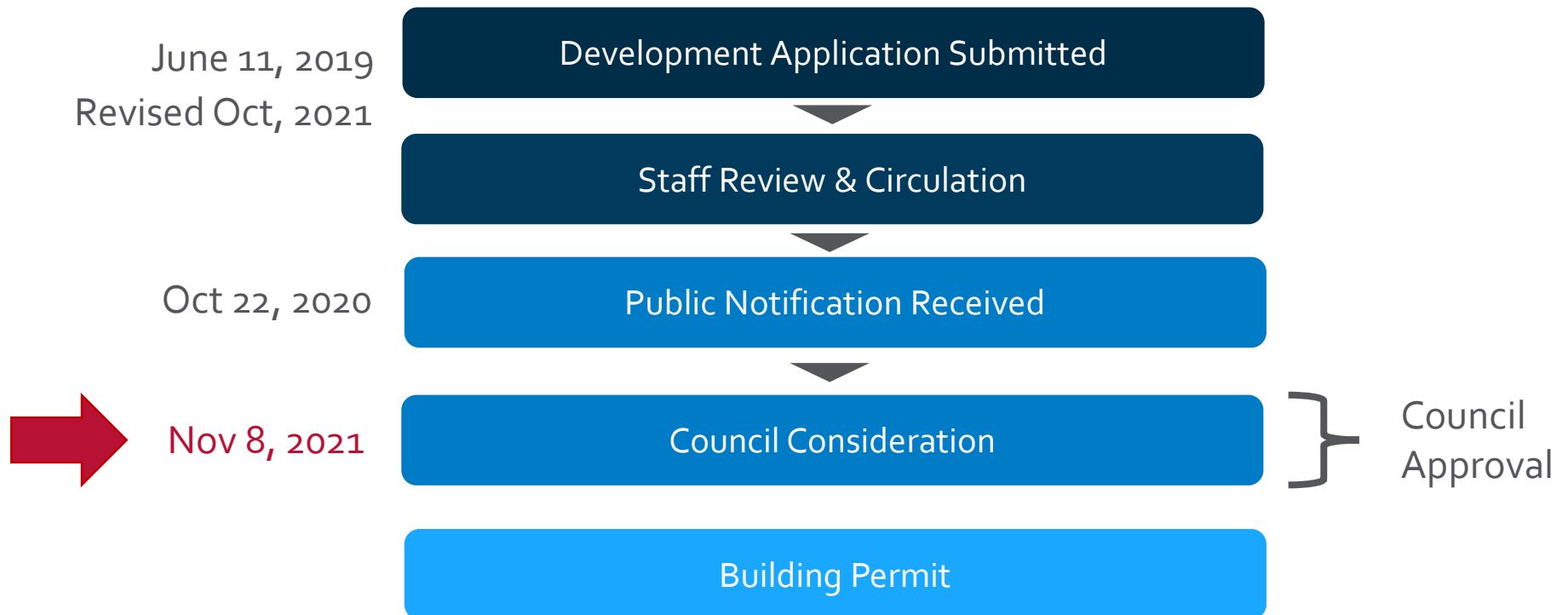
Development Permit Application



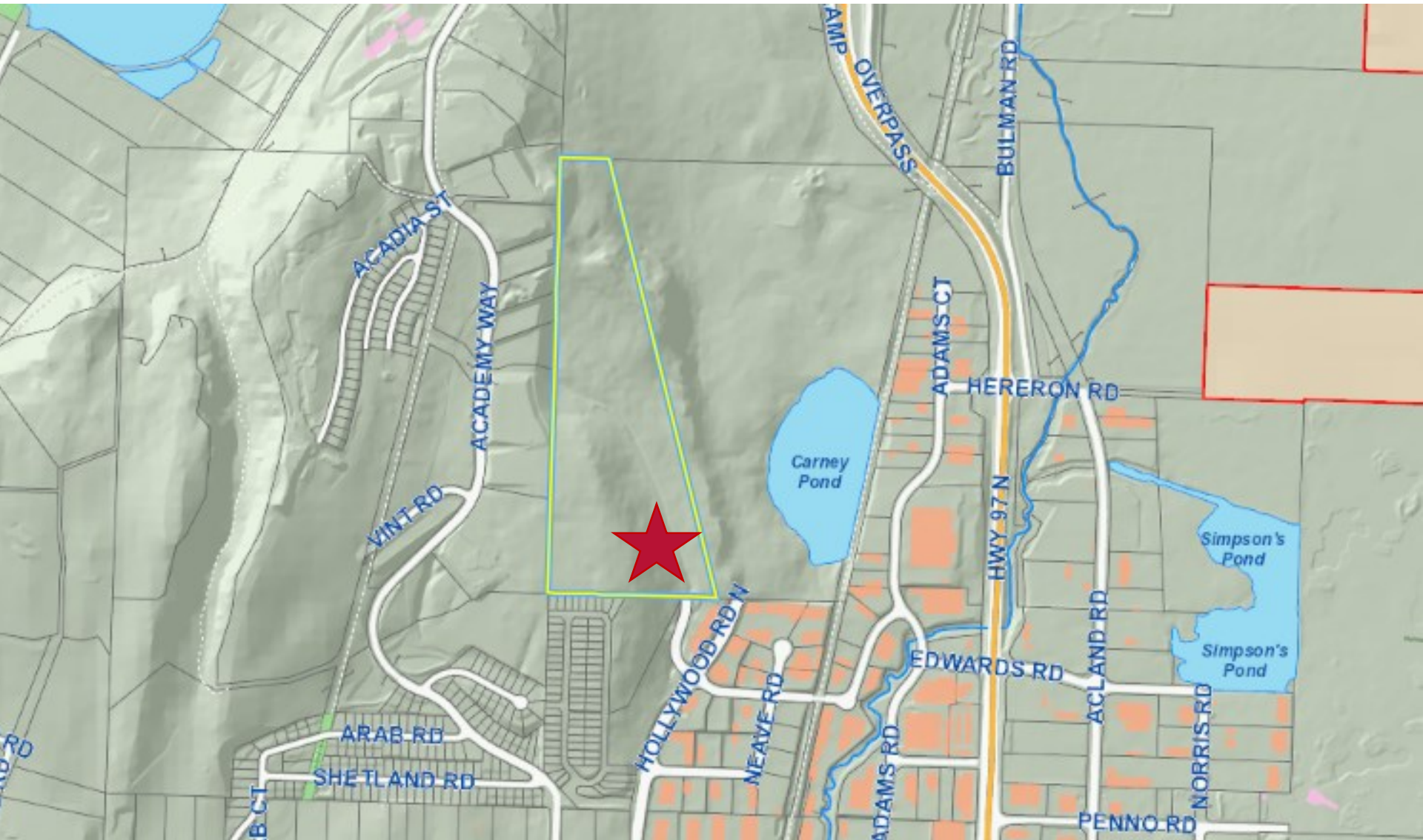
Proposal

- ▶ To consider the form and character of an industrial development to accommodate general business industrial use

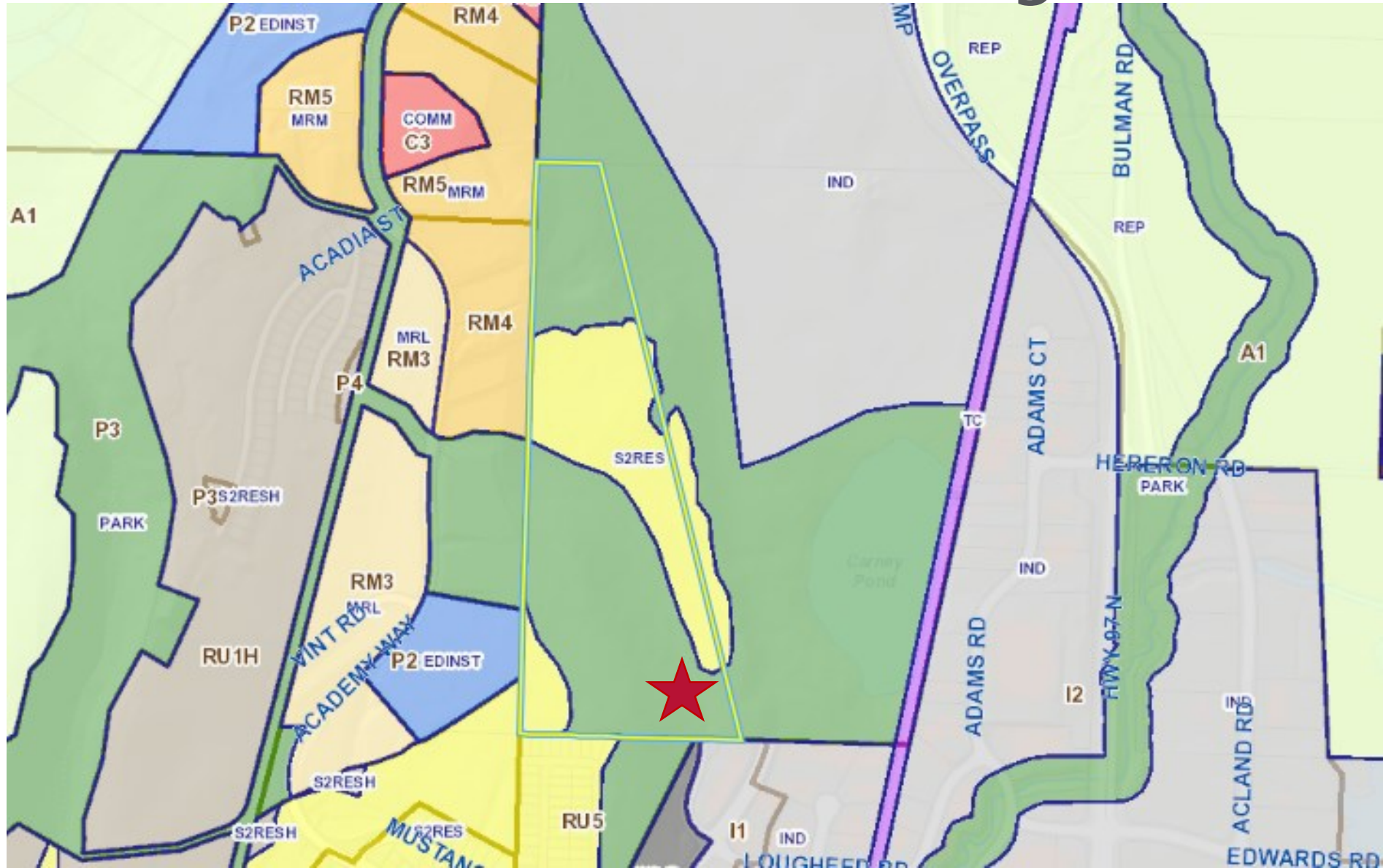
Development Process



Context Map



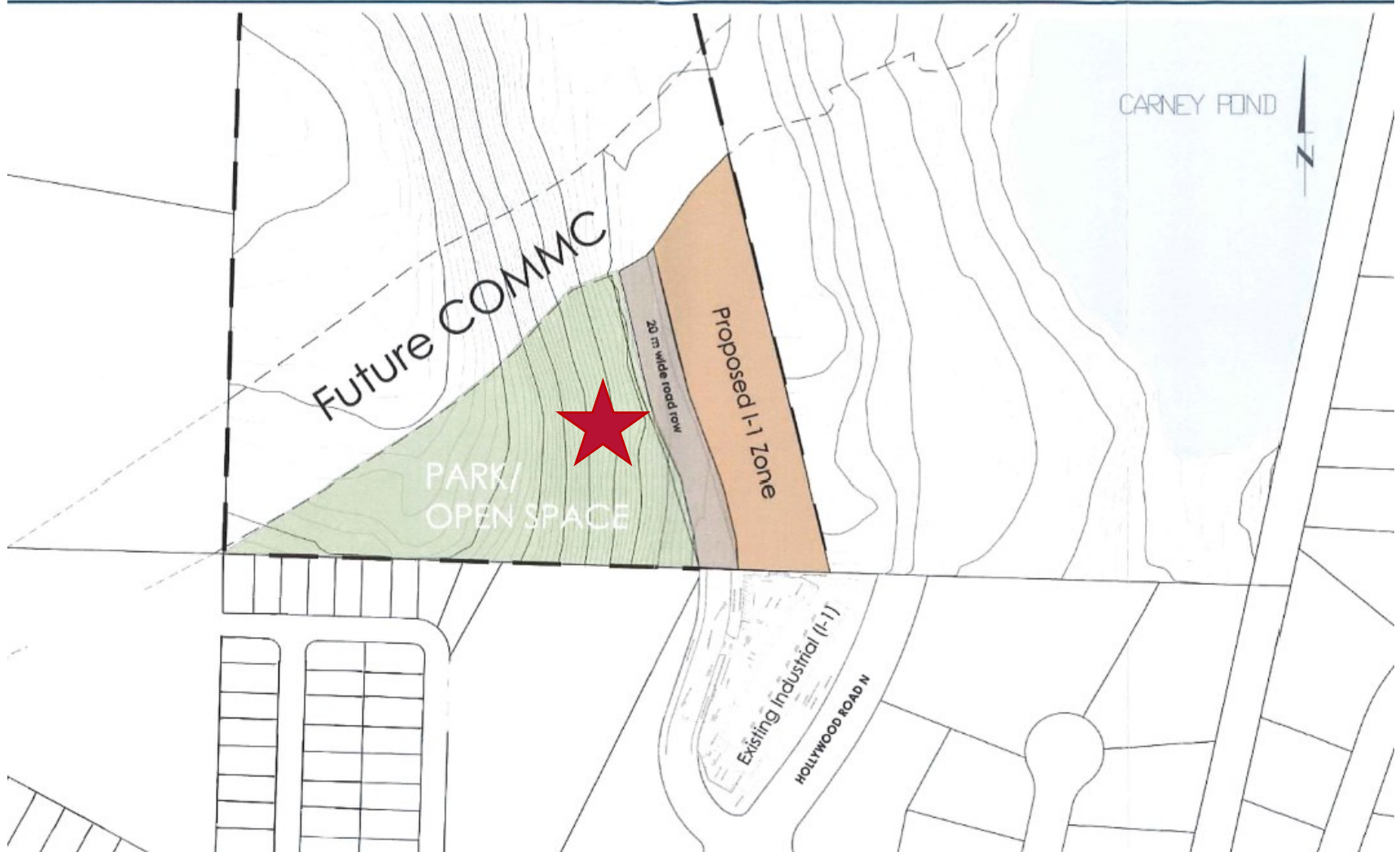
OCP Future Land Use / Zoning



An aerial photograph of a residential neighborhood. A large area in the upper half of the image is outlined in green and contains a red star. Below this area, several streets and house numbers are visible. 'DUGHEED RD' runs diagonally from the bottom left towards the center. 'HOLLYWOOD RD N' runs diagonally from the bottom right towards the center. House numbers are labeled on various buildings, including 122-130, 121, 120, 119, 131, 132, 133, 169, 168, 167, 2550, 111, 110, 109, 108, 107, 106, 105, 104, 210, 101, 103, 103, 104, 105, 102, 103, 1, 2, 3, 104, 103, 102, 101, 6, 7, 8, and 9.

Proposal Overview

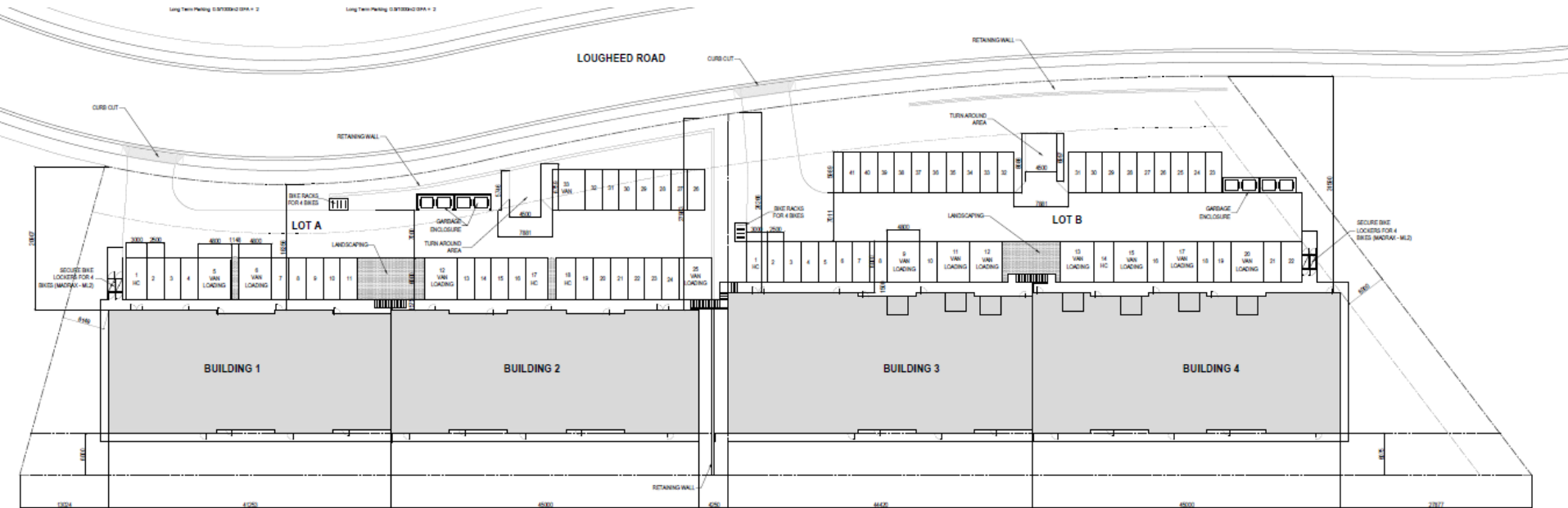
Industrial (I1) Site Plan



Project Details

- ▶ Business Industrial Development
- ▶ 4 Buildings
 - ▶ 8-9 Industrial spaces each
- ▶ 73 Parking Stalls
- ▶ No variances requested

Site Plan

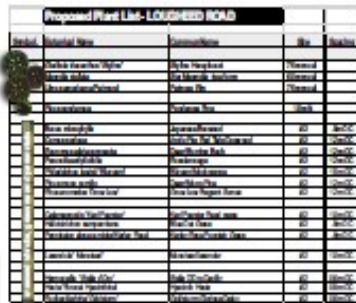


West Elevations – Buildings 1,2,3 and 4



East Elevations – Buildings 1,2,3 and 4



[illegible][illegible]

Staff Recommendation

- ▶ Staff recommend **support** for the development permit application
 - ▶ Consistent with OCP Design Guidelines; and
 - ▶ Integrated well into existing industrial area to the south



Conclusion of Staff Remarks

Report to Council



Date: November 8, 2021
To: Council
From: City Manager
Subject: Community Safety Plan – Update
Department: Community Safety

Recommendation:

That Council receive for information the report from the Community Safety Department, dated November 8, 2021 on the update of the development of the Community Safety Plan.

Purpose:

To present an overview of the work achieved to date in relation to the Community Safety Plan (CSP)

Background:

Fundamental to community safety is the reduction of vulnerability and the number of people at risk for coming into conflict with the criminal justice system. In developing Kelowna's CSP, we seek to create an ideal state of a sustainable community where everyone is safe, feels safe, has sense of belonging, access to services, and opportunities to participate fully in all that Kelowna has to offer.

Developing the CSP requires a collective and collaborative effort. Through public engagement including guided and self-directed consultation and an online, public validation survey, the CSP incorporates the diverse perspectives, experiences, and concerns of Kelowna residents. Participation by community is instrumental in identifying local priorities and ensuring community safety efforts are rooted in the experiences and context of the residents within the city of Kelowna.

Through the public engagement process and review of existing data, several community safety themes emerged. The CSP Steering Committee, supported by the Project Team, assigned these themes into three categories:

- **Scope 1:** Priorities to be addressed in Kelowna's CSP
- **Scope 2:** Priorities supported by Kelowna's CSP and advanced by others
- **Scope 3:** Priorities out of scope of the CSP

Priorities identified under Scope 1 will form the basis of the CSP.

Scope 1 Priorities for CSP	Scope 2 Supported by the CSP but advanced by others	Scope 3 Out of scope for CSP
Priorities <ul style="list-style-type: none"> • Crime Prevention, Intervention & Sense of Safety • Domestic & Intimate Partner Violence • Housing & Homelessness • Mental Health & Problematic Substance Use (including alcohol) • Racism & Discrimination 	Priorities <ul style="list-style-type: none"> • Poverty & Income • Role of Police • Services for Specific Populations 	Priorities <ul style="list-style-type: none"> • Public Transportation • Roads • Wildfires

Next Steps:

The Steering Committee is actively engaged in finalizing the implementation actions needed address the key priorities within Scope 1. Each action/s associated with a priority will have an identified lead organization/s responsible for the implementation as well as potential partners to support efforts. Multiple stakeholders will need to be involved in the implementation of CSP recommendations and actions and thus, determining who is responsible for each element is vital to its success.

As part of the next steps in the development of the CSP, the Project Team and Steering Committee will determine the governance structure required for CSP implementation. As part of Budget 2021, seed funding to support initial CSP implementation has been assigned. Further, capacity has been created within the Crime Prevention Unit to support the future governance structure which will drive implementation of the CSP.

Conclusion:

The final Community Safety Plan will be presented to Council for approval in early 2022. The five-year CSP is committed to being tangible, pragmatic, and targeted with a focus on prevention, risk intervention, social development, and on reducing demand for incident response. At the heart of Kelowna's CSP is a focus on creating a community where all people are safe and feel safe.

Submitted by: C. Cornock, Crime Prevention Supervisor

Approved for inclusion:



KELOWNA COMMUNITY SAFETY PLAN (CSP)

Update to City Council
November 8, 2021



CANADIAN MUNICIPAL
NETWORK ON CRIME
PREVENTION

Together for Safer Canadian Cities

RÉSEAU MUNICIPAL
CANADIEN EN PRÉVENTION
DE LA CRIMINALITÉ

Ensemble pour des villes canadiennes plus sécuritaires



KELOWNA WORK PLAN (next steps)

April

Start & Orientation

- Introductions
- Review of work to date/documents
- Work plan



May - June

Steering Committee

GOAL: Leadership / Guidance

- Session 1: May 5
 - Re-engage/Directions
- Session 2: June 1
 - Identifying key themes - part 1



DIY Community Consultations

GOAL: Strengthen quantitative data

- Invitations: ~20
- Confirmed: 8

April - May

June

June

Kelowna City Council

GOAL: Update, validate and prioritize



Validation Consultations

Stakeholder Groups

GOAL: Validate quan. & qual. data

- 5 virtual consultations
- Validate (prioritize/identify solutions)



July - Aug

Fall 2021 – Early 2022

Report & Presentation

- Draft report
- Complete report
- Present / update to City Council



Public Validation Survey

GOAL: Community validation & buy-in

- Online Survey for all Kelowna community members including rating and input for solutions



CANADIAN MUNICIPAL
NETWORK ON CRIME
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CANADIEN EN PRÉVENTION
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Ensemble pour des villes canadiennes plus sécuritaires



OVERARCHING CSP FRAMEWORK



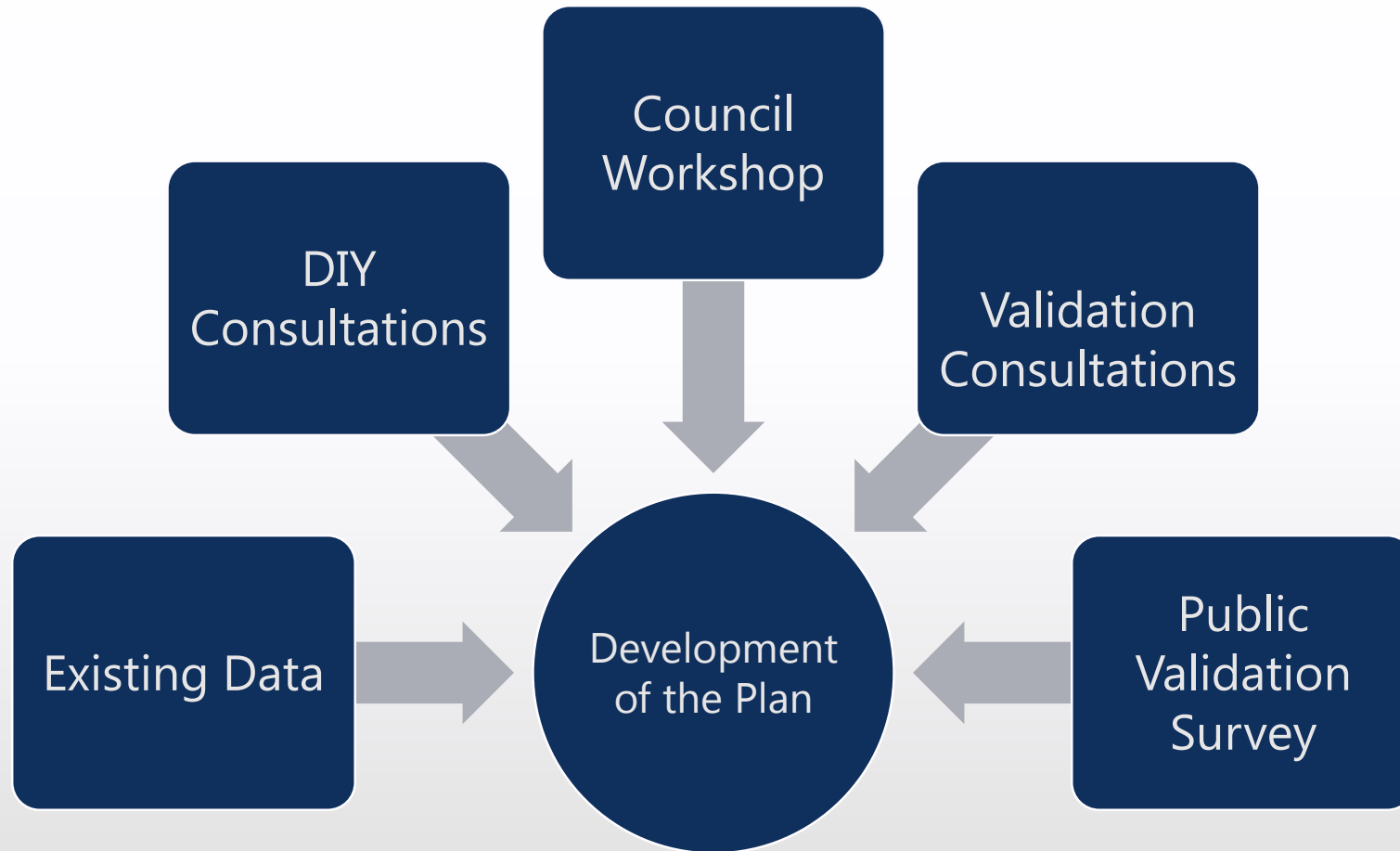
Addressing
the
underlying
conditions
through
prevention

Focusing on
a 5-year /
midstream
plan

Adopting a
collaborative,
multi-systems
approach

COMMUNITY SAFETY ASSESSMENT - RESULTS

DATA SOURCES



KEY THEMES / CHALLENGES

Unemployment

Housing
Precarity

Wildfires

Locations
(Downtown,
Rutland)

Homelessness

Transportation

Mental Health

Addictions

Children in Care

Youth Assistance

Sense of
Belonging

Crime Rate
(violent crime &
property crime)

Victimization &
Women's Safety

Social Disorder

Driving / Road
Safety

Lack of Supports
for Specific
Populations

Hate Crime

Perceptions and
Fear

RECOMMENDATIONS / SOLUTIONS

Supports and resources to address housing and homelessness	More addictions supports	Compassion, understanding, upstream prevention	Greater bylaw presence and enforcement	Greater police presence and funding for RCMP	Measures to address unsafe streets
Improved public transit options	Supports for marginalized groups	Environmental design (lightning, etc.)	Neighbourhood activities and patrols	Increase public education opportunities	Re-think role and approach of RCMP
Address problem properties	Increase services for mental health	Address domestic violence and intimate partner violence	Increase funding for community organizations	Increase peer involvement in decision-making	Address poverty

OVERALL THEMES



CRIME PREVENTION &
INTERVENTION



DOMESTIC &
INTIMATE PARTNER
VIOLENCE (IPV)



HOUSING &
HOMELESSNESS



MENTAL HEALTH



POVERTY & INCOME



PUBLIC
TRANSPORTATION



RACISM &
DISCRIMINATION



ROADS



ROLE OF POLICE



SAFETY



SPECIFIC
POPULATIONS



SUBSTANCE USE



WILDFIRES

THREE LEVELS OF SCOPE

1

Scope one
Will feature in the
Plan as a priority

2

Scope two
Will be supported
by the Plan but
actioned by others

3

Scope three
Identified as
outside the scope
of the CSP

Scope 1: Key Priorities for CSP



CRIME
PREVENTION &
INTERVENTION



DV & IPV



HOUSING &
HOMELESSNESS



MENTAL HEALTH



RACISM &
DISCRIMINATION



SAFETY



SUBSTANCE USE

Scope 2: Priorities addressed elsewhere



POVERTY &
INCOME



ROLE OF
POLICE



SPECIFIC
POPULATIONS

Scope 3: Out of scope for CSP



PUBLIC
TRANSPORTATION



ROADS



WILDFIRES

Most in scope for CSP

Out of scope for CSP

VALIDATION SURVEY

Demographic Information

Gender

- 63% of respondents identify as female
- 37% of respondents identify as male

Age

- 50% of respondents aged 55 to 74
- 32% of respondents aged 35 to 54

Racial or Ethnic Identity

- 86% of respondents identify as white
- 5% of respondents identify as Indigenous

Postal Code

- 35% of respondents' postal code starts with V1Y
- 40% of respondents' postal code starts with V1X or V1W

Please rank the following community safety themes in order of most concerning to least concerning in your opinion.

Community Safety Themes – Group 1	
Crime	5.37 / 7
Housing and Homelessness	4.84 / 7
Mental Health Challenges	4.63 / 7
Sense of Safety	4.12 / 7
Problematic Substance Use	3.77 / 7
Domestic Violence & IPV	2.94 / 7
Racism and Discrimination	2.75 / 7

Please rank the following community safety themes in order of most concerning to least concerning in your opinion.

Community Safety Themes – Group 2	
Role of Police	4.52 / 6
Poverty / Income	4.33 / 6
Services for Focused Populations	3.54 / 6
Roads	3.35 / 6
Public Transportation	2.80 / 6
Wildfires	2.70 / 6

DEFINING CSP FRAMEWORK

CRIME PREVENTION SPECTRUM

Upstream	Midstream	Downstream
<p>Focuses on changes to the systems that are at the root of suffering.</p> <p>Focuses on a community where everyone has a range of opportunities to grow, learn, work, play, and connect.</p>	<p>Focuses on providing supports and resources that will prevent those in disadvantaged groups from suffering.</p> <p>These changes generally occur at regional, local, community or organizational.</p>	<p>Focuses on immediate needs of populations that are marginalized</p> <p>Changes generally occur at the service or access to service level.</p>

PRIORITIES & ACTIONS

EXAMPLE: To decrease domestic violence and intimate partner violence

Strategic Approaches	Action(s)	Upstream	Midstream	Downstream
Advocate	<ul style="list-style-type: none"> To give voice to the importance of additional resources for the establishment of a healing centre for victims of violence in the home. 			
Base Actions in Evidence and Knowledge	<ul style="list-style-type: none"> To assess the status of DV and IPV and compare it to pre-pandemic data through a review of calls for services to police, shelter utilization data, and public survey data. 			
Change Service Systems				
Communicate	<ul style="list-style-type: none"> To launch a campaign to engage the public in better understanding family violence. 			
Engage the Community	<ul style="list-style-type: none"> To enhance the capacity of community to intervene and overcome bystander effects through free training. 			
Leverage Partnerships	<ul style="list-style-type: none"> To ensure that all those with a stake in DV and IPV are aware of this and can participate in the development of shorter – and longer-term solutions solutions in part through the creation of a Family Violence Prevention Taskforce 			

NEXT STEPS

FINALIZE ACTION PLANS & IMPLEMENTATION

KELOWNA WORK PLAN (next steps)

April

Start & Orientation

- Introductions
- Review of work to date/documents
- Work plan



May - June

Steering Committee

GOAL: Leadership / Guidance

- Session 1: May 5
 - Re-engage/Directions
- Session 2: June 1
 - Identifying key themes - part 1



DIY Community Consultations

GOAL: Strengthen quantitative data

- Invitations: ~20
- Confirmed: 8

April - May

June

June

Kelowna City Council

GOAL: Update, validate and prioritize



Validation Consultations

Stakeholder Groups

GOAL: Validate quan. & qual. data

- 5 virtual consultations
- Validate (prioritize/identify solutions)



July - Aug

Fall 2021 – Early 2022

Report & Presentation

- Draft report
- Complete report
- Present / update to City Council



Public Validation Survey

GOAL: Community validation & buy-in

- Online Survey for all Kelowna community members including rating and input for solutions



CANADIAN MUNICIPAL
NETWORK ON CRIME
PREVENTION

Together for Safer Canadian Cities

RÉSEAU MUNICIPAL
CANADIEN EN PRÉVENTION
DE LA CRIMINALITÉ

Ensemble pour des villes canadiennes plus sécuritaires



QUESTIONS

Report to Council



Date: November 8, 2021
To: Council
From: City Manager
Subject: Investment of Kelowna Funds Policy
Department: Financial Services

Recommendation:

THAT Council receives, for information, the report from Financial Services dated November 8, 2021 regarding the Investment of Kelowna Funds Policy.

AND THAT Council adopts the revisions to Council Policy No. 316, the Investment of Kelowna Funds Policy as outlined in the report from the Corporate Financial Planning Manager dated November 8, 2021.

Purpose:

To update the Council Policy no. 316 regarding Investment of Kelowna Funds.

Background:

MFABC is offering a new investment fund to local governments intended for long-term investments called the Diversified Multi-Asset Class pooled investment fund ("DMAC"). The DMAC will enable the City of Kelowna to optionally invest a portion of its investment portfolio within a professionally-managed portfolio of global stocks, bonds and other assets.

A multi-asset class global portfolio can offer superior risk-adjusted returns and can enhance some risk characteristics of a fixed-income only reserves portfolio, as long as the time horizon for the investment is long-term in nature.

The proposed updates to Council Policy no. 316 will permit the City of Kelowna to invest monies into the DMAC that have been determined by the Financial Officer to be long-term in nature, to a maximum of 25% of the investment funds.

In addition, updates are being proposed to Council Policy no. 316 that will:

- Allow for a higher proportion of funds to be invested in fixed income securities or investments issued by provincial governments and large Canadian banks.
- Update performance benchmarks and identify performance objectives for the DMAC.

Conclusion:

The revised Investment of Kelowna Funds Policy will allow for investment of Kelowna funds within the DMAC.

Internal Circulation:

Divisional Director, Financial Services
Divisional Director, Partnership and Investments

Considerations applicable to this report:

Community Charter, section 183
Principles and Strategies for Financial Strength and Stability

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

External Agency/Public Comments:

Communications Comments:

Submitted by: K Hughes, Corporate Financial Planning Manager

Approved for inclusion:



Genelle Davidson, Divisional Director Financial Services



City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4
250 469-8500
kelowna.ca

POLICY 316

Council Policy

Investment of Kelowna Funds

ESTABLISHED: AUGUST 30, 2004

Contact Department: Financial Services

Guiding Principle

The City's assets, in the form of cash flow, reserves and the Legacy fund, are to be safeguarded and maximized within accepted risk tolerance.

Purpose

To outline the portfolio framework for the investment of public funds in order to invest public funds in a manner that will provide the optimal blend of investment return and security while meeting the daily cash flow demands of the City.

To outline the portfolio framework for the investment of the Legacy fund, that is a long-term investment for provision of benefits to the City of Kelowna in perpetuity.

Application

This Policy applies to:

- The investment of all cash assets relating to cash flow demands of the City (Appendix A)
- The investment of the City Cemetery Care Maintenance Fund (CCMF) assets (Appendix B)
- The investment of the Legacy Fund (Appendix C)

Policy Statements

1. Statutory responsibility for the investment of municipal funds resides with the Financial Officer.
2. The Financial Officer will assign managerial oversight for the investment of municipal funds through the establishment of Financial Services Investment Portfolio guidelines and Financial Services Legacy Fund guidelines.
3. Authorized Investments:
 - Investment of municipal funds as authorized by the Community Charter and the Municipal Finance Authority Act;
 - Investments in internally financed City of Kelowna projects;
 - Ownership of corporations as outlined in the Community Charter and as explicitly approved by the Inspector of Municipalities;
 - Partnering and other agreements as outlined in the Community Charter.
4. Prohibited Investments:
 - ~~Direct~~ investments in shares, warrants, or other equities, convertible debt securities, derivatives, swaps, options or futures;
 - No other equity shares are permitted other than those explicitly approved by the Inspector of Municipalities;

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- Investment categories that are not explicitly permitted;
- Restrictions on providing assistance as defined in the Community Charter.

Appendix A - Cash assets relating to cash flow demands of the City

Description

Monetary resources that enable the City to meet its operations and acquisitions requirements.

Diversification

This portfolio of invested funds will be diversified as follows:

Rating Up to %

Rating	Up to %
AAA	100 %
AA	100% %
A	60 %

The portfolio will have a minimum of "A" rated investments but only up to 60% (maximum risk allowed). If an authorized investment per section 183 of the Community Charter is unrated, it shall be rated as "A" for the purposes of determining adherence to this Policy.

Constraints

- a) The maximum exposure to a single government (Government of Canada, BC MFA, Provincial, Municipal) or corporation, as a % of the total portfolio will be as follows:

Rating	Government	Corporation
AAA	70 %	40 %
AA	50 %	30 %
A	30 %	20 %

- b) The maximum exposure for a single internally financed project is 15% of the total portfolio.
 c) The maximum exposure for all internally financed projects is 30% of the total portfolio.

Long-term Portfolio (10 years+)

After first ensuring adequate short & mid-term liquidity, the Financial officer may designate up to 25% of funds as "long-term: 10 years+" and suitable for investments with long investment horizons. If funds have been designated as "long-term: 10 years+" the Financial officer may invest those monies in:

- ~~Any~~ MFA Pooled Investment Funds created specifically for investment of long-term reserves; ~~or~~
- ~~Any~~ Any other investments as permitted by the Community Charter and this policy.

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~~Long term investments may produce volatile performance in the short to medium term due to increased sensitivity to interest rate and credit risks. Pooled Investment Funds which contain asset classes in addition to fixed income may introduce additional risks and volatility. It is the City of Kelowna's intent to hold long-term investments to maturity and in the case of perpetual Funds, it is the City of Kelowna's intent to hold these investments for 10 years or longer in alignment with but redeemed prior to future obligations.~~

Reporting

The Financial Officer will provide Council with an annual report on the performance of the portfolio in the first quarter of the following year.

Performance objectives

- To achieve an average rate of return greater than the Canada Consumer Price Index for all items, as listed on the "Benchmarks" page of the monthly fund review;
- To achieve an average rate of return greater than the DEX91 Day T-Bill;
- To achieve an average rate of return greater than the median return of money market funds as described in the Mercer's quarterly survey of Canadian Institutional Pooled Funds; and
- ~~To achieve performance that matches or exceeds the Municipal Finance Authority of British Columbia (MFA) Intermediate Fund Short-term Bond Fund and Money Market Fund for the same time frame.~~
- ~~For the purposes of assessing performance of the long-term portfolio (10 years +), annual returns will be reported evaluated on as incurred, until MFA identifies versus a suitable benchmark.~~

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Appendix B – City Cemetery Care Maintenance Fund**Description**

The City Cemetery Care Maintenance Fund is a distinct fund for the care and maintenance of the cemetery. The fund is established through requirements outlined in the Cremation, Interment, and Funeral Services Regulation:

- A percentage of fees of not less than 25% of the selling price of an interment,
- A percentage of fees of not less than 10% of the selling price for each right of interment related to a mausoleum or columbarium; and
- A deposit of not less than \$10 for each memorial installed at a place of interment.

Diversification

The care fund may be invested in:

- Securities approved by the Financial Officer, or that would be permissible investments for a reserve fund for the City of Kelowna as per the Cremation, Interment, and Funeral Services Regulation; and
- In accordance with the provisions of the Trustee Act as per the Cremation, Interment, and Funeral Services Act.

Constraints

Funds shall be invested, used and cared for in accordance with legislated constraints identified in the Cremation, Interment, and Funeral Services Act and the Cremation, Interment, and Funeral Services Regulation.

Reporting

The Financial Officer will provide Council with an annual report on the performance of the fund in the first quarter of the following year.

Performance Objectives

- To achieve an average rate of return greater than the Canada Consumer Price Index for all items, as listed on the "Benchmarks" page of the monthly fund review;
- To achieve an average rate of return greater than the DEX91 Day T-Bill;
- To achieve an average rate of return greater than the median return of money market funds as described in the Mercer's quarterly survey of Canadian Institutional Pooled Funds; and
- To achieve performance that matches or exceeds the Municipal Finance Authority of British Columbia (MFA) Intermediate Fund and Money Market Fund for the same time frame.

Appendix C – Legacy Fund**Description**

The Legacy Fund consists of:

- City owned Fortis Inc. common shares purchased with the proceeds of the 2013 sale of the City's electrical utility to FortisBC Inc.; and
- The proceeds from the 2018 termination of the City's natural gas Lease-In Lease-Out Agreement with FortisBC Energy Inc.; and
- Investments that have met the guiding principles of the Legacy Fund, and as approved by Council.

Diversification

Allocation of investment between different types of allowable investments (revenue generating infrastructure, equities approved by the Inspector of Municipalities, debt, partnerships, etc.) as outlined in the Financial Services Legacy Fund guidelines and approved by the Financial Officer.

Constraints

- Infrastructure investments that do not have associated revenue streams attached or created by the City are to be restricted;
- Use of the fund as a dividend to the City and/or used in approved projects will be at a maximum threshold so that the defined performance objectives can be achieved in order to maintain and grow the overall value of the investment fund.

Reporting

The Financial Officer will provide Council with an annual report on the performance of the Legacy Fund in the first quarter of the following year.

Performance objectives

- To achieve growth of the Legacy Fund in the range of 3% per year on average above the City funds identified in 'Appendix A – Cash assets relating to cash flow demands of the City'
- To provide a flexible annual income stream at a minimum of 1.6 million for City use; and
- To incrementally increase the overall investment's monetary value on an annual basis

Amendments

August 30, 2004 – R841/04/08/30 – Council Policy 316 introduced

November 24, 2008 – R1038/08/11/24 – Policy Review, updated position titles

April 26, 2010 – R375/10/04/26 – replaced bullet under Investment Performance Objectives

June 16, 2014 – R435/14/06/16 - amendments to re-align portfolio to capitalize on higher returns

November 23, 2015 – R903/15/11/23 – removed administrative information

September 17, 2018 – R879/18/09/17 – added new appendices A, B & C



Council Policy 316

Investment of Kelowna Funds

November 8, 2021

Investment of Kelowna Funds – Policy Purpose

- ▶ Framework for the investment of public funds
- ▶ Outlines authorized and prohibited investments
- ▶ Mandates diversification of funds and constraints



Policy Updates – Long-term Portfolio

- ▶ Investment of Long-term portfolio (10 years+) into MFA Multi-Asset Class Fund



Other Policy Updates

- ▶ AA rated investments permitted up to 100% of the portfolio
- ▶ Performance objectives clarifications





Questions?

For more information, visit kelowna.ca.

Report to Council



Date: November 8, 2021
To: Council
From: City Manager
Subject: Kelowna Memorial Park Cemetery Bylaw Update
Department: Parks Services

Recommendation:

THAT Council receives for information from the Cemetery Manager, dated November 8, 2021 recommending changes to the Kelowna Memorial Park Cemetery Bylaw No. 11664;

AND THAT Council gives reading consideration to Bylaw No. 12280 being amendment No. 3 to Kelowna Memorial Park Cemetery Bylaw No. 11664.

Purpose:

To amend Kelowna Memorial Park Cemetery Bylaw No. 11664 to reflect annual price increases to Cemetery fees, and minor text amendments for clarification of niche sizes and existing regulations.

Background:

The current Bylaw No. 11664 regulates Cemetery fees until the end of the year 2021. This proposed bylaw amendment is to provide pricing for the upcoming three years. The pricing structure follows the recommendations in the 2015 KMPC Masterplan, endorsed by City Council. The Masterplan recommends a 5% annual price increase until the year 2027, with a 2% annual price increase thereafter.

Discussion:

The fees proposed in this bylaw follow the 5% annual increase recommendation for the upcoming three years; 2022, 2023, and 2024.

Highlights of additional amendments include:

- The maximum dimension of an urn for the Legacy Gardens niches. The individual niche size has not changed. The current bylaw indicates an urn must not exceed: 29 cm high x 29 wide x 29 cm deep. There is however a small aluminum lip at the opening to each niche which reduces the

opening down to 26.5 cm in height. As such, certain urns will not fit through the opening of the niche if the urn is over 26.5 cm in height and the urn is not able to be tipped on its side to make it through the opening. The bylaw will now reflect the true opening height available for an urn. The goal is to ensure the public purchase urns that will fit into the niche.

- Indicate the percentage of a Right of Interment fee allocated to the Cemetery Maintenance Fund. No change to the internal allocation of revenue is proposed. The bylaw currently indicates how much money is being allocated to the Cemetery Maintenance Fund as a dollar amount. Proposed in this bylaw amendment is the inclusion of that dollar amount represented as a percentage. This clearly indicates that KMPC is meeting the regulations of the *Cremation, Interment and Funeral Services Act, S.B.C. 2004* which requires a Cemetery to make deposits to its Care Fund in prescribed amounts (percentage of a sale) for the sale of a Right of Interment or marker installation. The City of Kelowna meets or exceeds these amounts.
- Minor amendments to grammar or language are included in the attached Schedule A – Proposed Text Amendments.

The Kelowna Memorial Park Cemetery completed a Value for Money Review in 2020 which found that the Cemetery is operating sustainably, identifying best practices already in place to build upon to improve long term success. An identified next step was to complete the Cemetery Business Plan which is being finalized in 2021. This business plan will provide KMPC and internal departments a sound predicted financial model. Once reviewed internally, the business plan will include additional bylaw amendments that will be presented for Council consideration in 2022.

Legal/Statutory Authority:

Cremation, Interment and Funeral Services Act, S.B.C. 2004

Business practices and Consumer Protection Act S.B.C. 2004 c.2

Internal Circulation:

Civic Operations Finance & Administration

Financial Services

Considerations not applicable to this report:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

External Agency/Public Comments:

Communications Comments:

Submitted by: Tracey Hillis, Cemetery Manager, Parks Services

Approved for inclusion: Blair Stewart, Parks Services Manager

cc:

Attachments: Schedule A – Proposed Text Amendments

Schedule A – Proposed Text Amendments

No.	Section	Current Wording	Proposed Wording	Reason for Change
1. Size of Legacy Garden Niche	PART 6 – INTERMENT IN THE CEMETERY 6.18 CREMATED REMAINS CONTAINER LEGACY GARDENS	Legacy Gardens: for single niche – A single container or combination of (2) two containers shall not 29 cm high x 29 cm wide x 29 cm deep and for a family niche a single container or combination of two (2) to four (4) containers shall not exceed 29 cm high x 58 cm wide x 29 cm deep.	Legacy Gardens: for single niche – A single container or combination of (2) two containers shall not <u>exceed 29 26.5</u> cm high x 29 cm wide x 29 cm deep and for a family niche a single container or combination of two (2) to four (4) containers shall not exceed 29 26.5 cm high x 58 cm wide x 29 cm deep.	<ul style="list-style-type: none"> • Add the word “exceed” that was previously missing. • The inside of the niche is 29 cm high, however there is a structural piece of aluminum at the front of each niche that reduces the opening to 26.5 cm high. This measurement adjustment is to ensure families purchase an urn that will fit through the opening of the Legacy Garden niche.
2. Clarification of GST	Kelowna Memorial Park Cemetery’s Fee Schedule “A”	GST not included in fee schedule	GST <u>applicable to all fees</u> , GST not included in fee schedule.	<ul style="list-style-type: none"> • Explanation that all fees are subject to GST
3. Update fee years	Kelowna Memorial Park Cemetery’s Fee Schedule “A”	Columns: 2018, 2019, 2020, 2021	Columns: 2018, 2019, 2020, 2021 , <u>2022, 2023, 2024</u>	<ul style="list-style-type: none"> • Delete previous three years of pricing. • Provide upcoming three years.
4. Update increased fees	Kelowna Memorial Park Cemetery’s Fee Schedule “A”	CASKET & ESTATE PLOTS UPRIGHT MARKER SECTIONS G1, G7, G4, G8 <div style="text-align: right;">2021</div> Right of Interment \$2,871 Cemetery Replacement Fund \$1,435 Cemetery Maintenance Fund \$1,435 Total \$5,741	CASKET & ESTATE PLOTS UPRIGHT MARKER SECTIONS G1, G7, G4, G8 <div style="text-align: right;">2022</div> Right of Interment <u>\$3,014</u> Cemetery Replacement Fund <u>\$1,507</u> Cemetery Maintenance Fund <u>\$1,507</u> Total <u>\$6,028</u> <u>25% of fee allocated to the Cemetery Maintenance Fund</u>	<ul style="list-style-type: none"> • All fees to increase by 5% as per the KMPC Masterplan recommendation, as endorsed by Council. 5% annual increase until the year 2027, 2% annual increase thereafter.

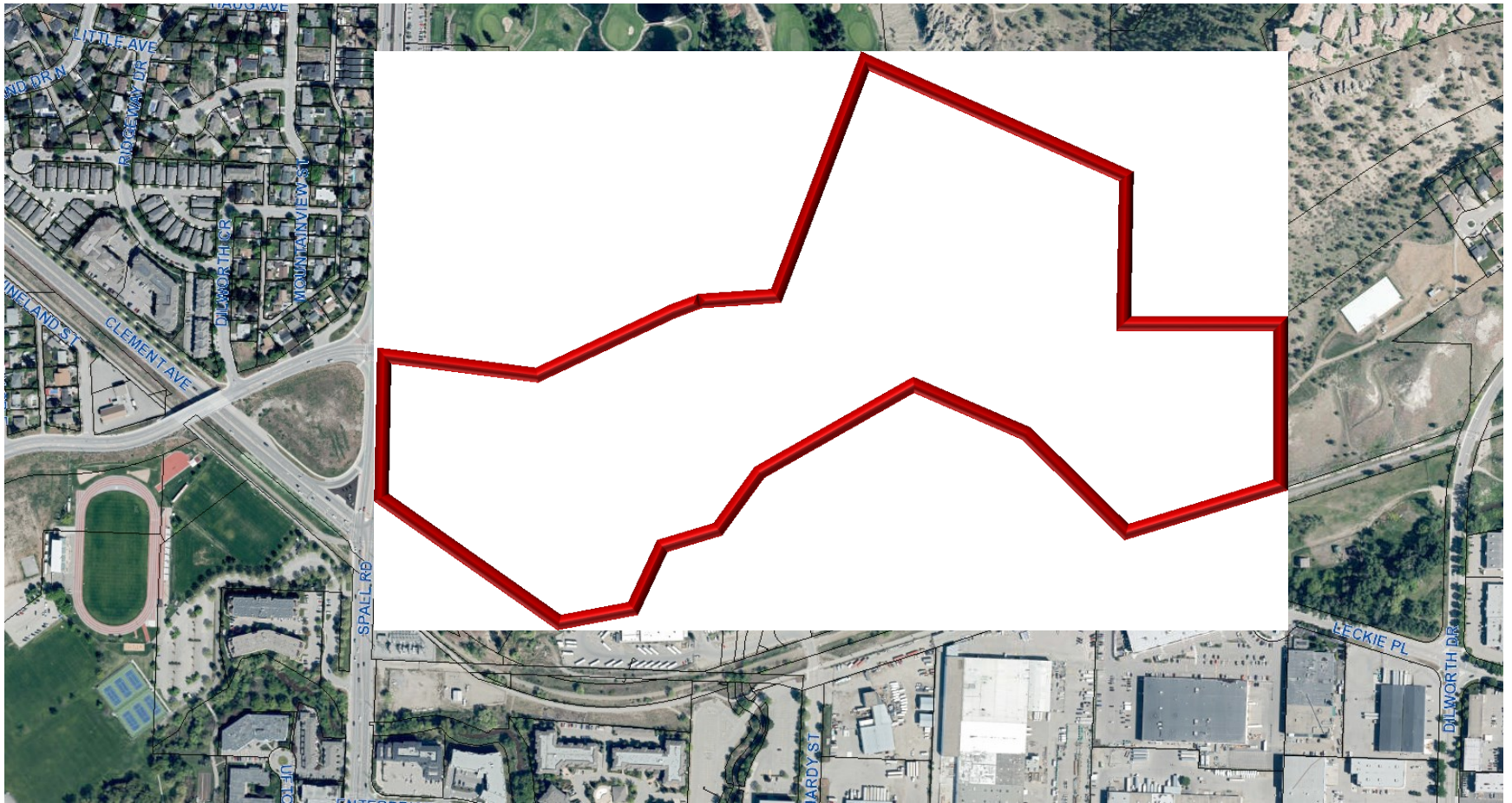
		NICHES LEGACY GARDENS – Section D Level 1 <div style="text-align: right;">2021</div> Right of Interment \$2,070 Cemetery Replacement Fund \$1,657 Cemetery Maintenance Fund \$414 Total \$4,141	NICHES LEGACY GARDENS – Section D Level 1 <div style="text-align: right;">2022</div> Right of Interment <u>\$2,174</u> Cemetery Replacement Fund <u>\$1,739</u> Cemetery Maintenance Fund <u>\$435</u> Total \$4,348 <u>10% of fee allocated to the Cemetery Maintenance Fund</u>	<ul style="list-style-type: none"> Each Right of Interment will now indicate the percentage allocated to the Cemetery Maintenance Fund. There is no change in internal allocation of Funds.
		SCATTERING GARDEN OSSUARY OR SCATTERING TRAIL Scattering with Name Plate <div style="text-align: right;">2021</div> Right of Interment \$374 Cemetery Replacement Fund \$189 Cemetery Maintenance Fund \$189 Total \$752	SCATTERING GARDEN OSSUARY OR SCATTERING TRAIL Scattering with Name Plate <div style="text-align: right;">2022</div> Right of Interment <u>\$396</u> Cemetery Replacement Fund <u>\$197</u> Cemetery Maintenance Fund <u>\$197</u> Total \$790 <u>25% of fee allocated to the Cemetery Maintenance Fund</u>	
5. Addition of heading	Kelowna Memorial Park Cemetery's Fee Schedule "A"		<u>RIGHT OF INTERMENT</u>	<ul style="list-style-type: none"> Missing heading. A Right of Interment is the service being sold. Under this category of fee are "plot, niche, mausolea, scattering"
6. Clarification of 3pm fee	Kelowna Memorial Park Cemetery's Fee Schedule "A" Additional Fees	Interments After 3PM	Interments After 3PM 3:00pm or later	<ul style="list-style-type: none"> Clarification that the fee begins at 3:00 pm



Kelowna Memorial Park Cemetery Bylaw No 11664 Fee Update

Kelowna Memorial Park Cemetery





Context Map Kelowna Memorial Park Cemetery

Bylaw Amendment Summary

- ▶ Fee increases for the next three years
- ▶ Minor text amendments for clarification of niche sizes and existing regulations.



Annual Fee Increase

- ▶ Proposed Bylaw 5% annual increase
- ▶ 2015 KMPC Masterplan recommendation
 - ▶ 5% annual increase until 2027, 2% annual increase thereafter.

IN-GROUND CREMATION PLOT – COMPANION PLOT (2 URNS)

2018	2019	2020	2021	2022	2023	2024
\$714	\$750	\$787	\$826	\$867	\$911	\$956

TYPICAL PRICE INCREASES from 2021 to 2022

CASKET PLOT	CREMATION PLOT	CASKET INERMENT	CREMATION INTERMENT
\$207	\$41	\$55	\$24



Goal 6 Deliver Strong Financial Management *"Improve financial oversight to ensure service levels are affordable, appropriate, and meeting citizen needs."*
Civic Operations Division Strategic Plan 2020



Questions?

For more information, visit kelowna.ca.

Schedule A – Proposed Text Amendments

No.	Section	Current Wording	Proposed Wording	Reason for Change
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4. Update increased fees	Kelowna Memorial Park Cemetery's Fee Schedule "A"	CASKET & ESTATE PLOTS UPRIGHT MARKER SECTIONS G1, G7, G4, G8 <div style="text-align: right;">2021</div> <div> Right of Interment \$2,871 Cemetery Replacement Fund \$1,435 Cemetery Maintenance Fund \$1,435 Total \$5,741 </div>	CASKET & ESTATE PLOTS UPRIGHT MARKER SECTIONS G1, G7, G4, G8 <div style="text-align: right;">2022</div> <div> Right of Interment <u>\$3,014</u> Cemetery Replacement Fund <u>\$1,507</u> Cemetery Maintenance Fund <u>\$1,507</u> Total \$6,028 <u>25% of fee allocated to the Cemetery Maintenance Fund</u> </div>	<ul style="list-style-type: none"> • All fees to increase by 5% as per the KMPC Masterplan recommendation, as endorsed by Council. 5% annual increase until the year 2027, 2% annual increase thereafter.

		<p>NICHES LEGACY GARDENS – Section D Level 1</p> <p style="text-align: right;">2021</p> <p>Right of Interment \$2,070 Cemetery Replacement Fund \$1,657 Cemetery Maintenance Fund \$414 Total \$4,141</p>	<p>NICHES LEGACY GARDENS – Section D Level 1</p> <p style="text-align: right;">2022</p> <p>Right of Interment <u>\$2,174</u> Cemetery Replacement Fund <u>\$1,739</u> Cemetery Maintenance Fund <u>\$435</u> Total <u>\$4,348</u> <u>10% of fee allocated to the Cemetery Maintenance Fund</u></p>	<ul style="list-style-type: none"> Each Right of Interment will now indicate the percentage allocated to the Cemetery Maintenance Fund. There is no change in internal allocation of Funds.
		<p>SCATTERING GARDEN OSSUARY OR SCATTERING TRAIL Scattering with Name Plate</p> <p style="text-align: right;">2021</p> <p>Right of Interment \$374 Cemetery Replacement Fund \$189 Cemetery Maintenance Fund \$189 Total \$752</p>	<p>SCATTERING GARDEN OSSUARY OR SCATTERING TRAIL Scattering with Name Plate</p> <p style="text-align: right;">2022</p> <p>Right of Interment <u>\$396</u> Cemetery Replacement Fund <u>\$197</u> Cemetery Maintenance Fund <u>\$197</u> Total <u>\$790</u> <u>25% of fee allocated to the Cemetery Maintenance Fund</u></p>	
5. Addition of heading	Kelowna Memorial Park Cemetery's Fee Schedule "A"		<u>RIGHT OF INTERMENT</u>	<ul style="list-style-type: none"> Missing heading. A Right of Interment is the service being sold. Under this category of fee are "plot, niche, mausolea, scattering"
6. Clarification of 3pm fee	Kelowna Memorial Park Cemetery's Fee Schedule "A" Additional Fees	Interments After 3PM	Interments After 3PM 3:00pm or later	<ul style="list-style-type: none"> Clarification that the fee begins at 3:00 pm

CITY OF KELOWNA

BYLAW NO. 12280

Amendment No. 3 to Cemetery Bylaw No. 11664

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Amendment No. 3 to Cemetery Bylaw No. 1164 be amended as follows:

1. **THAT PART 6 - INTERMENT IN THE CEMETERY, 6.18 Cremated Remains Container Legacy Gardens: for single niche** be amended by deleting:

“shall not 29cm high x 29cm wide x 29cm deep and for a **family niche** a single container or combination of two (2) to four (4) containers shall not exceed 29 cm high x 58cm wide x 29cm deep.”;

And replacing it with:

“shall not exceed 26.5 cm high x 29cm wide x 29cm deep and for a **family niche** a single container or combination of two (2) to four (4) containers shall not exceed 26.5 cm high x 58cm wide x 29 cm deep.”;
2. **AND THAT KELOWNA MEMORIAL PARK CEMETERY’S FEE SCHEDULE “A”** be deleted in its entirety and replaced with a new **KELOWNA MEMORIAL PARK CEMETERY’S FEE SCHEDULE “A”** as attached to and forming part of this bylaw;
3. This bylaw may be cited for all purposes as “Bylaw No. 12280 being Amendment No. 3 to Cemetery Bylaw No. 11664.”
4. 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, second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

KELOWNA MEMORIAL PARK CEMETERY'S FEE SCHEDULE "A"

PRODUCTS/SERVICES

2021 2022 2023 2024

Non-Residents add 25% to all fees.

GST applicable to all fees, GST not included in fee schedule.

RIGHT OF INTERMENT CASKET PLOTS

Grave liner required in all sections except G1 and G7

UPRIGHT MARKER SECTIONS

G1, G7, G4, G8

Right of Interment	\$2,871	\$3,014	\$3,165	\$3,324
Cemetery Replacement Fund	\$1,435	\$1,507	\$1,582	\$1,661
Cemetery Maintenance Fund	\$1,435	\$1,507	\$1,582	\$1,661
Total	\$5,741	\$6,028	\$6,329	\$6,646

FLAT MARKER SECTIONS

C, D, E, G4, G7, G8

Right of Interment	\$2,069	\$2,174	\$2,281	\$2,395
Cemetery Replacement Fund	\$1,035	\$1,086	\$1,141	\$1,198
Cemetery Maintenance Fund	\$1,035	\$1,086	\$1,141	\$1,198
Total	\$4,139	\$4,346	\$4,563	\$4,791

DRY LANDSCAPE SECTIONS

A,B

Right of Interment	\$2,069	\$2,174	\$2,281	\$2,395
Cemetery Replacement Fund	\$1,035	\$1,086	\$1,141	\$1,198
Cemetery Maintenance Fund	\$1,035	\$1,086	\$1,141	\$1,198
Total	\$4,139	\$4,346	\$4,563	\$4,791

SMALL PLOTS (Child's Plot)

Section A,C, D (3'x5')

Right of Interment	\$252	\$265	\$278	\$291
Cemetery Replacement Fund	\$126	\$132	\$139	\$146
Cemetery Maintenance Fund	\$126	\$132	\$139	\$146
Total	\$504	\$529	\$556	\$583

ESTATE PLOTS

All Estate Plots Include: 2 Double Depth Lawn Crypts (space for 4 caskets),
8 Companion Cremation Plots (Space for 16 Urns), Marker Foundations.

Section G7

PRIVATE ESTATE

Also Includes: Granite Bench, Arched Gate Feature - c/w Bronze Name
Plate , Garden Beds

Right of Interment	\$40,002	\$42,004	\$44,105	\$46,309
Cemetery Replacement Fund	\$20,003	\$21,002	\$22,052	\$23,155
Cemetery Maintenance Fund	\$20,003	\$21,002	\$22,052	\$23,155
Total	\$80,008	\$84,008	\$88,209	\$92,619
25% of fee allocated to the Cemetery Maintenance Fund				

SEMI PRIVATE ESTATE

Also includes: Shared Granite Bench, Flower Beds

Right of Interment	\$29,507	\$30,982	\$32,530	\$34,157
Cemetery Replacement Fund	\$14,752	\$15,490	\$16,265	\$17,078
Cemetery Maintenance Fund	\$14,752	\$15,490	\$16,265	\$17,078
Total	\$59,011	\$61,962	\$65,060	\$68,313
25% of fee allocated to the Cemetery Maintenance Fund				

IN-GROUND CREMATED REMAINS PLOT

Grave liner required

COMPANION PLOTS (Space for 2 Urns)

Right of Interment	\$414	\$433	\$455	\$478
Cemetery Replacement Fund	\$206	\$217	\$228	\$239
Cemetery Maintenance Fund	\$206	\$217	\$228	\$239
Total	\$826	\$867	\$911	\$956
25% of fee allocated to the Cemetery Maintenance Fund				

Section G3 - Promontory Green Interment Garden Plot *

Right of Interment	\$537	\$565	\$593	\$623
Cemetery Replacement Fund	\$270	\$283	\$297	\$312
Cemetery Maintenance Fund	\$270	\$283	\$297	\$312
Total	\$1,077	\$1,131	\$1,187	\$1,247
25% of fee allocated to the Cemetery Maintenance Fund				

FAMILY PLOTS (Space for 6 Urns)

Section G5 & G6*

Right of Interment	\$827	\$870	\$913	\$958
Cemetery Replacement Fund	\$414	\$434	\$456	\$479
Cemetery Maintenance Fund	\$414	\$434	\$456	\$479
Total	\$1,655	\$1,738	\$1,825	\$1,916
25% of fee allocated to the Cemetery Maintenance Fund				

Section G3 - Promontory Green Interment Garden Plot*

Right of Interment	\$993	\$1,040	\$1,092	\$1,148
Cemetery Replacement Fund	\$495	\$521	\$547	\$574
Cemetery Maintenance Fund	\$495	\$521	\$547	\$574
Total	\$1,983	\$2,082	\$2,186	\$2,296

25% of fee allocated to the Cemetery Maintenance Fund

MAUSOLEA**LEGACY GARDENS – Section D**

Single Crypt- Includes Standard Crypt Plate

Level 1

Right of Interment	\$10,897	\$11,441	\$12,013	\$12,613
Cemetery Replacement Fund	\$8,716	\$9,153	\$9,610	\$10,091
Cemetery Maintenance Fund	\$2,179	\$2,288	\$2,403	\$2,523
Total	\$21,792	\$22,882	\$24,026	\$25,227

10% of fee allocated to the Cemetery Maintenance Fund

Level 2

Right of Interment	\$11,235	\$11,796	\$12,386	\$13,006
Cemetery Replacement Fund	\$8,988	\$9,437	\$9,909	\$10,404
Cemetery Maintenance Fund	\$2,246	\$2,359	\$2,477	\$2,601
Total	\$22,469	\$23,592	\$24,772	\$26,011

10% of fee allocated to the Cemetery Maintenance Fund

Level 3

Right of Interment	\$11,360	\$11,928	\$12,524	\$13,151
Cemetery Replacement Fund	\$9,089	\$9,542	\$10,020	\$10,520
Cemetery Maintenance Fund	\$2,271	\$2,386	\$2,505	\$2,630
Total	\$22,720	\$23,856	\$25,049	\$26,301

10% of fee allocated to the Cemetery Maintenance Fund

**PROMONTORY GREEN INTERMENT GARDEN -
Section G2**

Single Crypt – Includes Standard Crypt Plate

Level 1

Right of Interment	\$10,897	\$11,441	\$12,013	\$12,613
Cemetery Replacement Fund	\$8,716	\$9,153	\$9,610	\$10,091
Cemetery Maintenance Fund	\$2,179	\$2,288	\$2,403	\$2,523
Total	\$21,792	\$22,882	\$24,026	\$25,227

10% of fee allocated to the Cemetery Maintenance Fund

Level 2

Right of Interment	\$11,235	\$11,796	\$12,386	\$13,006
Cemetery Replacement Fund	\$8,988	\$9,437	\$9,909	\$10,404
Cemetery Maintenance Fund	\$2,246	\$2,359	\$2,477	\$2,601
Total	\$22,469	\$23,592	\$24,772	\$26,011

10% of fee allocated to the Cemetery Maintenance Fund

Level 3

Right of Interment	\$11,360	\$11,928	\$12,524	\$13,151
Cemetery Replacement Fund	\$9,089	\$9,542	\$10,020	\$10,520
Cemetery Maintenance Fund	\$2,271	\$2,386	\$2,505	\$2,630

Total

\$22,720 \$23,856 \$25,049 \$26,301

10% of fee allocated to the Cemetery Maintenance Fund

Couch Crypt – Includes Standard Crypt Plate**Level 1, 2, and 3**

Right of Interment	\$14,064	\$14,767	\$15,506	\$16,281
Cemetery Replacement Fund	\$11,251	\$11,814	\$12,404	\$13,025
Cemetery Maintenance Fund	\$2,813	\$2,953	\$3,101	\$3,256

Total

\$28,128 \$29,534 \$31,011 \$32,562

10% of fee allocated to the Cemetery Maintenance Fund

NICHES**LEGACY GARDENS – Section D****Phase One****Level 1**

Right of Interment	\$2,070	\$2,174	\$2,283	\$2,398
Cemetery Replacement Fund	\$1,657	\$1,739	\$1,825	\$1,917
Cemetery Maintenance Fund	\$414	\$435	\$457	\$479

Total

\$4,141 \$4,348 \$4,565 \$4,794

10% of fee allocated to the Cemetery Maintenance Fund

Level 2

Right of Interment	\$2,287	\$2,402	\$2,522	\$2,648
Cemetery Replacement Fund	\$1,830	\$1,921	\$2,017	\$2,118
Cemetery Maintenance Fund	\$457	\$480	\$504	\$529

Total

\$4,574 \$4,803 \$5,043 \$5,295

10% of fee allocated to the Cemetery Maintenance Fund

Level 3/4/5

Right of Interment	\$2,424	\$2,545	\$2,672	\$2,806
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Cemetery Replacement Fund	\$1,939	\$2,035	\$2,138	\$2,244
Cemetery Maintenance Fund	\$484	\$509	\$534	\$561
Total	\$4,847	\$5,089	\$5,344	\$5,611
10% of fee allocated to the Cemetery Maintenance Fund				

Family Niches

Level 3/4/5

Right of Interment	\$5,089	\$5,343	\$5,611	\$5,891
Cemetery Replacement Fund	\$4,071	\$4,275	\$4,488	\$4,713
Cemetery Maintenance Fund	\$1,018	\$1,069	\$1,122	\$1,178
Total	\$10,178	\$10,687	\$11,221	\$11,782

10% of fee allocated to the Cemetery Maintenance Fund

Family Urns – Includes One Family name engraved on urn

Right of Interment	\$7,945	\$8,343	\$8,760	\$9,198
Cemetery Replacement Fund	\$6,357	\$6,674	\$7,007	\$7,358
Cemetery Maintenance Fund	\$1,588	\$1,668	\$1,752	\$1,839
Total	\$15,890	\$16,685	\$17,519	\$18,395

10% of fee allocated to the Cemetery Maintenance Fund

BENNETT MEMORIAL

Concord

Right of Interment	\$2,070	\$2,174	\$2,283	\$2,398
Cemetery Replacement Fund	\$1,657	\$1,739	\$1,825	\$1,917
Cemetery Maintenance Fund	\$414	\$435	\$457	\$479
Total	\$4,141	\$4,348	\$4,565	\$4,794

10% of fee allocated to the Cemetery Maintenance Fund

Curved Wall

Level 1

Right of Interment	\$2,070	\$2,174	\$2,283	\$2,398
Cemetery Replacement Fund	\$1,657	\$1,739	\$1,825	\$1,917
Cemetery Maintenance Fund	\$414	\$435	\$457	\$479
Total	\$4,141	\$4,348	\$4,565	\$4,794

10% of fee allocated to the Cemetery Maintenance Fund

Level 2

Right of Interment	\$2,287	\$2,402	\$2,522	\$2,648
Cemetery Replacement Fund	\$1,830	\$1,921	\$2,017	\$2,118
Cemetery Maintenance Fund	\$457	\$480	\$504	\$529
Total	\$4,574	\$4,803	\$5,043	\$5,295

10% of fee allocated to the Cemetery Maintenance Fund

Level 3

Right of Interment	\$2,424	\$2,545	\$2,672	\$2,806
Cemetery Replacement Fund	\$1,939	\$2,035	\$2,138	\$2,244
Cemetery Maintenance Fund	\$484	\$509	\$534	\$561

Total	\$4,847	\$5,089	\$5,344	\$5,611
10% of fee allocated to the Cemetery Maintenance Fund				

Round Unit

Level 1

Right of Interment	\$2,069	\$2,173	\$2,281	\$2,395
Cemetery Replacement Fund	\$1,655	\$1,738	\$1,825	\$1,916
Cemetery Maintenance Fund	\$414	\$434	\$456	\$479
Total	\$4,138	\$4,345	\$4,562	\$4,790
10% of fee allocated to the Cemetery Maintenance Fund				

Level 2

Right of Interment	\$2,287	\$2,402	\$2,522	\$2,648
Cemetery Replacement Fund	\$1,830	\$1,921	\$2,017	\$2,118
Cemetery Maintenance Fund	\$457	\$480	\$504	\$529
Total	\$4,574	\$4,803	\$5,043	\$5,295
10% of fee allocated to the Cemetery Maintenance Fund				

Level 3, 4, 5, 6

Right of Interment	\$2,424	\$2,545	\$2,672	\$2,806
Cemetery Replacement Fund	\$1,939	\$2,035	\$2,138	\$2,244
Cemetery Maintenance Fund	\$484	\$509	\$534	\$561
Total	\$4,847	\$5,089	\$5,344	\$5,611
10% of fee allocated to the Cemetery Maintenance Fund				

PROMONTORY GREEN INTERMENT GARDEN

Section G2

LEVEL 1

Right of Interment	\$2,070	\$2,174	\$2,283	\$2,398
Cemetery Replacement Fund	\$1,657	\$1,739	\$1,825	\$1,917
Cemetery Maintenance Fund	\$414	\$435	\$457	\$479
Total	\$4,141	\$4,348	\$4,565	\$4,794
10% of fee allocated to the Cemetery Maintenance Fund				

Level 2

Right of Interment	\$2,287	\$2,402	\$2,522	\$2,648
Cemetery Replacement Fund	\$1,830	\$1,921	\$2,017	\$2,118
Cemetery Maintenance Fund	\$457	\$480	\$504	\$529
Total	\$4,574	\$4,803	\$5,043	\$5,295
10% of fee allocated to the Cemetery Maintenance Fund				

Level 3, 4

Right of Interment	\$2,424	\$2,545	\$2,672	\$2,806
Cemetery Replacement Fund	\$1,939	\$2,035	\$2,138	\$2,244
Cemetery Maintenance Fund	\$484	\$509	\$534	\$561
Total	\$4,847	\$5,089	\$5,344	\$5,611
10% of fee allocated to the Cemetery Maintenance Fund				

SCATTERING

PROMONTORY GREEN INTERMENT GARDEN SCATTERING GARDEN OSSUARY or SCATTERING TRAIL

Scattering Only

Right of Interment	\$101	\$107	\$112	\$119
Cemetery Replacement Fund	\$52	\$54	\$57	\$59
Cemetery Maintenance Fund	\$52	\$54	\$57	\$59
Total	\$205	\$215	\$226	\$237
25% of fee allocated to the Cemetery Maintenance Fund				

Scattering with Name Plate

Right of Interment	\$374	\$396	\$415	\$435
Cemetery Replacement Fund	\$189	\$197	\$207	\$218
Cemetery Maintenance Fund	\$189	\$197	\$207	\$218
Total	\$752	\$790	\$829	\$871
25% of fee allocated to the Cemetery Maintenance Fund				

Promontory Green Memorial Wall Space – Name Plate Only

Right of Interment	\$374	\$396	\$415	\$435
Cemetery Replacement Fund	\$189	\$197	\$207	\$218
Cemetery Maintenance Fund	\$189	\$197	\$207	\$218
Total	\$752	\$790	\$829	\$871
25% of fee allocated to the Cemetery Maintenance Fund				

INTERMENT PERMIT

Open/Close Fees

Casket - Burial	\$1,094	\$1,149	\$1,206	\$1,266
Casket - Mausoleum	\$1,137	\$1,194	\$1,254	\$1,316
Cremated Remains – In-ground	\$478	\$502	\$527	\$553
Cremated Remains - Niche	\$478	\$502	\$527	\$553
Children Under 12 Years of Age – interred in a designated Infant Plot (INFANT PLOTS - Section A,C, D (Note: plot size is 3'x5'))				

Concurrent Interment - Per

Casket	\$545	\$572	\$601	\$631
Cremated Remains – in-ground	\$237	\$249	\$261	\$274
Cremated Remains - niche	\$183	\$192	\$202	\$212

Additional Fees

Interments 3:00 pm or later	\$615	\$646	\$678	\$712
Weekend/Holiday Services	\$1,094	\$1,149	\$1,206	\$1,266
Deepening Large Plot	\$1,657	\$1,740	\$1,827	\$1,918
Deepening Cremation Plot	\$414	\$435	\$456	\$479
Additional Use Fee (3RD/+ INTERMENT for in-ground plots)	\$414	\$435	\$456	\$479

DISINTERMENT PERMIT

Casket	\$1,657	\$1,740	\$1,827	\$1,918
Cremated Remains	\$504	\$529	\$556	\$583

ADMINISTRATIVE FEES

Transferring a Plot/Surrendering a Plot/Add Name to Reservation	\$84	\$88	\$93	\$97
Record retrieval	\$96	\$101	\$106	\$111
Record re-issue	\$31	\$33	\$34	\$36
Open/close niche for corrective measures requested by funeral home or family - (remains stay on site/not a disinterment)	\$147	\$154	\$162	\$170
Wreath refinishing handling fee (includes removal/packaging for shipping and reinstall)	\$91	\$96	\$100	\$105
Special order/replacement processing fee	\$32	\$34	\$35	\$37
Bronze marker ordering/handling fee/installation	\$154	\$162	\$170	\$178

LINERS

Standard Size	\$662	\$695	\$730	\$766
Child's Liner	\$249	\$261	\$275	\$288
Cremation Liners (in ground)	\$206	\$216	\$227	\$238
Handling and Placing Liners (vaults) Supplied by Funeral Homes	\$414	\$435	\$456	\$479

MEMORIALS

Marker Permit - Installation of Markers by the City				
Cemetery Maintenance Fund	\$171	\$179	\$188	\$198
Installation	\$256	\$269	\$283	\$296
Total	\$427	\$448	\$471	\$494
Marker Permit – Installation of Markers, curbing, and legers by others in Sections A, B and Upright Marker Sections of Section G	\$249	\$261	\$275	\$288
Marker Modification Permit - Resetting/Removal/Reinstallation of Marker, curbing and ledger	\$84	\$88	\$93	\$97
Disposal of Marker	\$112	\$118	\$123	\$130
Engraving of Shutter (niche – each occurrence)	\$315	\$331	\$347	\$365
Supply Second Year Date Plate for Niche/Mausolea	\$261	\$274	\$288	\$302
Replacement Shutter – Single Niche - Legacy Gardens	\$90	\$95	\$99	\$104
Replacement Shutter – Double Niche – Legacy Gardens	\$178	\$187	\$196	\$206
Family Urn Plaques Per - Legacy Gardens	\$358	\$376	\$395	\$414

VASES

Bud Vase - Niches	\$270	\$284	\$298	\$313
Bud Vase - Mausolea	\$402	\$422	\$443	\$465
In-Ground Galvanized Flower Vase	\$86	\$90	\$95	\$100
In-Ground Galvanized Flower Vase – Installation fee if vase is supplied by funeral home	\$34	\$36	\$37	\$39

ADDITIONAL SERVICES

Canopy Service (Second Tent)	\$141	\$148	\$155	\$163
To Supply Pall Bearer Per (Two Employees)	\$122	\$128	\$135	\$141

DEDICATION PROGRAM

Memorial Tree (with plaque at cemetery only -) – includes scattering of ashes at KMPC Scattering Garden or Trail	\$1,504	\$1,579	\$1,658	\$1,741
Memorial Bench (with plaque)	\$3,417	\$3,588	\$3,767	\$3,956
Memorial Bench (existing bench, adding a plaque)	\$2,480	\$2,604	\$2,734	\$2,871
Adding Second Plaque to Existing Memorial Bench or Tree	\$831	\$873	\$916	\$962
Memorial Table (with plaque)	\$3,417	\$3,588	\$3,767	\$3,956

Report to Council



Date: November, 8 2021

To: Council

From: City Manager

Subject: Creative Hub Feasibility Study Update

Department: Active Living and Culture

Recommendation:

THAT Council receives, for information, the report from the Cultural Services Department dated November 8, 2021 regarding the Creative Hub Feasibility Study;

AND THAT Council authorizes staff to proceed to Phase 2 of the feasibility work as outlined in the report from the Cultural Services Department dated November 8, 2021.

Purpose:

To provide Council with a summary of Phase One of the Creative Hub Feasibility Study and approval to proceed with Phase Two.

Background:

Previous Council Resolution

Resolution	Date
THAT Council receives, for information, the report from the Partnership Manager dated November 4, 2019, regarding the potential establishment of a creative hub in a community amenity space to be built as part of the redevelopment of real property located at 350 Doyle Avenue in Kelowna;	11/4/2019
AND THAT Council approves a request to the Department of Canadian Heritage Canada Cultural Spaces Fund for a grant of up to \$35,000 representing 50 per cent of consulting costs to determine the feasibility of the establishment of a creative hub in the community amenity space at 350 Doyle Avenue in Kelowna, and the Partnership Manager is authorized to sign the grant application on behalf of the City;	
AND FURTHER THAT Council directs staff to report back regarding the feasibility of the establishment of a creative hub in the community amenity space to be built as part of the redevelopment of real property located at 350 Doyle Avenue in Kelowna.	

Origins of the Creative Hub Initiative:

350 Doyle Avenue was the site of Kelowna's main RCMP detachment. In June 2017, Kelowna's police services relocated to a new building on Richter Street. During the 2018 winter season, the old detachment building was demolished, and in summer, 2019, the City issued an offer for long-term lease of the site, closing on September 30, 2019.

The Civic Precinct Plan, endorsed in 2016, identified a portion of the former RCMP property located at 350 Doyle Avenue for future mixed-use development to support downtown living. The lease agreement between the City and developer included a number of development requirements to support growth of a dynamic Cultural District, including the provision of a 6,000 sq ft shell space for community use (the Community Amenity Space or CAS) on the ground floor, interfacing with a new civic plaza and ArtWalk extension to Doyle Ave. The CAS will be transferred to the City as a dedicated strata lot for \$1.00 and the Artwalk extension and Civic Plaza will be constructed by the developer. The combined value of these amenities is \$4.3 million. The City, as strata owner, will determine the ultimate usage for the space, informed by the Creative Hub Feasibility Study.

The Creative Hub Feasibility Study is intended to:

- identify and articulate the project vision;
- explore and identify a sustainable operating model, including partnerships, property management and operations considerations, governance and risks;
- identify design concepts and criteria that support the established range of artistic practices and related space needs;
- identify development mechanisms, preliminary capital budget and sources of capital funding; and
- provide sufficient information to determine whether a creative hub is feasible in the CAS.

The Creative Hub concept is a purpose-built space to better support cross-collaboration between arts and culture groups and support a wider range of needs. The Hub concept delivers an innovative, community-led space for creative production, a new platform for art in the community and will further support engagement with the public to foster rich cultural life in the community.

Within the City, this project is being jointly led by Cultural Services, the Partnership Office, Strategic Land Development and Parks and Building Planning. The Feasibility Study (Phase 1) was funded in part by the Department of Canadian Heritage with a matching contribution of \$35,000 from the City of Kelowna. The funds were used to engage a third-party consultant, BCA (formerly BC Artscape), in the completion of the feasibility work.

Selection Process and Participating Organizations

The selection process of participating organizations was extensive, including information and discovery sessions with Arts & Culture groups and a formal, two-phase application process to learn more about the organizations and their potential for collaborative work. Final selection of the organizations was determined by an internal committee based on a predetermined set of criteria. The three organizations selected to participate in the feasibility study are:

- Alternator Centre for Contemporary Art;

- Okanagan Society of Independent Filmmaking; and
- New Vintage Theatre.

Discussion:

Feasibility Study Work

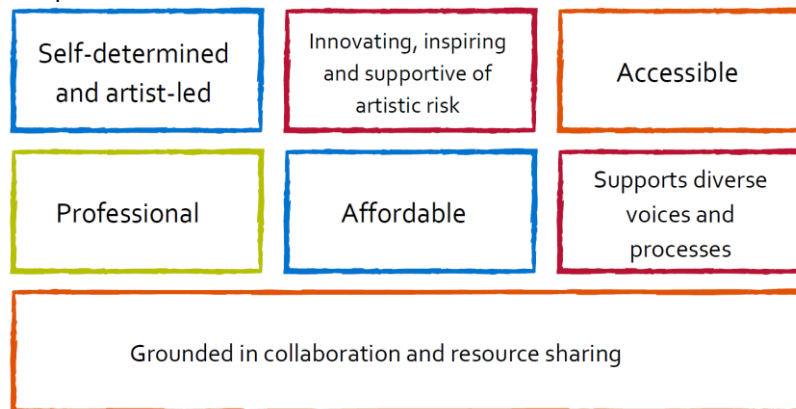
The ultimate objective of the study was to determine if a Creative Hub is feasible within the community amenity space. Indications of a feasible project include:

- a design which provides functional space appropriate for use by the operators and the public;
- a design which provides the City flexibility for the long-term when our partners may evolve or change;
- a capital development plan for fitting out of the space which is costed and has identified funding sources; and
- an operating model which is arms-length from the City, provides appropriate levels of affordable public access and is financially sustainable through earned revenues, public sector funding and community support.

Beginning in the summer of 2020, BCA worked closely with the three selected organizations to establish a shared vision for the space, determine a functional space program and create a sustainable plan for long-term operations of the Creative Hub. They further explored capital costing, design, build out and operating models.

Creative Hub Vision & Impact:

- Guiding principles:



- Benefits and impacts:



While there are many details regarding the space layout to be determined through detailed design development in future stages, foundationally the Creative Hub will provide space for:

- production and performance of theatre, film, music, dance, visual art and other creative disciplines;
- workshops, talks, lectures, screenings and other programming;
- shared administration; and
- community-led events.

As the work moves forward, there is a requirement for ongoing communication with the site developer regarding the specific needs of the space and its ongoing interface with the building itself, the Civic Plaza and ArtWalk extension.

Operating Model

A variety of operating models were analyzed. BCA recommends that the partner organizations establish a non-profit Community Service Cooperative to operate the Creative Hub. As Cooperatives are founded on principles of equality and equity, democracy and self-governance, there is significant alignment with the vision and values of this group of organizations. At present, this model is not employed with other partner arts and culture organizations and therefore will need further investigation as part of the next phase of work to understand the implications of this governance model and its impact on organization sustainability and access to financial resources.

Operating Budget for the Creative Hub

Using the recommended Cooperative operating model, BCA undertook a multi-faceted approach to the development of a preliminary operating budget for the Creative Hub through analyzing the current operating budgets of the partner organizations and their financial capacity, consulting with operators of similar facilities, and modelling from BCA's own creative hub operating budgets. The budget numbers are preliminary as many details related to the operation of the space are yet to be determined. The proposed operating budget recommends that the City consider a start-up operating subsidy to the Cooperative. The finalization of an operating budget and the level or type of City support would need to be negotiated and articulated in an agreement between the City and the Creative Hub operating entity (Phase 2).

Preliminary Concept Design and Capital Project Costing

In agreement with the City of Kelowna, BCA hired Zeidler Architecture to determine the functional plan of the space, develop two unique schematic designs for the facility, and provide a Class D capital estimate. Zeidler is also acting as the architect for the developer. It was believed that synergies in the design process between the base-building and Creative Hub would be helpful through the process.

Zeidler created two very preliminary high-level design concepts. These initial concept designs create an area greater than the allocated 6,000 sq ft, primarily the result of an expanded mezzanine area. More detailed design work and ongoing coordination with the organizations and developer is required to ensure an efficient and effective use of space, to reflect the principles of a Creative Hub and to enable ongoing flexible use of space for the long term by the City of Kelowna.

Commentary on Feasibility

The BCA Study concludes that a Creative Hub is feasible, but outlines the following considerations which must be addressed in future work:

- communication with the developer of the site to ensure coordination of community amenities with overall building design;
- detailed design development that addresses concerns regarding the floor plate, internal layout including ancillary services, location of entrance and accessibility to the space;
- further investigation related to the implications of a non-profit Cooperative operating model and fund development strategy;
- understanding the interface between the Creative Hub and public Civic Plaza space including clarification on expectations for animation;
- ongoing capacity and partner development by the Creative Hub occupants; and
- negotiation of an agreement between the operating entity and the City of Kelowna.

Feasibility Study Phase Two: 2022-2023

Based on internal work and in consideration of the direction provided by the consultant, Phase Two of this project will span over 2022 and 2023 and will work to align with the requirements of the developer as the project progresses. Phase Two includes a number of components, some of which are eligible for grant funding through the Canada Cultural Spaces Fund as identified with *.:

- schematic design and Class C cost estimates for the Creative Hub space to meet the specifications of the occupants and the City, in alignment with the planning and design timelines of the developer, with a view to ensuring that the space usage is as flexible as possible;*
- consultant-led fund development planning for the capital and operating expenses of the Creative Hub which may include additional grants and a community-level campaign;*
- facilitation/consultation with Creative Hub occupants to maintain their commitment and to confirm the operating model and a three-year business plan for the Creative Hub,*
- development of an agreement between the occupants/operating entity and the City which may take the form of an initial MOU and subsequent long-term lease and operating agreement; and
- confirmation of any additional City capital budget, over and above the provision of the shell space, to support the internal improvement costs. Potentially to support Phase 3, a submission of an application to the Department of Canadian Heritage's Canada Cultural Spaces Fund to fund up to 50% of the costs of building out the shell space.

Conclusion:

The Creative Hub is a new and innovative approach to providing much-needed space for creative production and community arts programming through a space-sharing model, within the context of a private-sector development in the Cultural District.

As reflected in the 2020-2025 Cultural Plan and the draft Cultural Facilities Master Plan, the provision of flexible, affordable, appropriate space for arts and culture is a defined priority. The City's astute transaction with a private sector developer in the Cultural District has created a unique opportunity to collaborate with both the developer and the arts community to deliver a space which meets that priority.

When delivered, the Creative Hub will provide multiple benefits to the operating organizations, to the arts community, and to audiences, and has the potential to lend positive profile and animation to the

overall development itself. These benefits can only be realized through a shared, long-term commitment from the City, the developer and the participating organizations to the vision for this space.

Internal Circulation:

Active Living & Culture
Capital Budget and Asset Management
Communications
Finance
Partnership Office
Parks & Building Planning
Real Estate
Strategic Land Development
Urban Planning Management

Considerations applicable to this report:

Existing Policy:

- Imagine Kelowna
- Cultural Policy 274
- Civic Precinct Plan
- 2020-2025 Cultural Plan

Financial/Budgetary Considerations

Costs for Phase 2 work:

Costs to proceed with Phase Two work, as described above, are estimated to be \$100,000. Upon approval to proceed, an application to the Department of Canadian Heritage's Canada Cultural Spaces Fund will be submitted for 50 per cent of the cost, with the remaining 50 per cent to be confirmed from City sources. A request in the 2022 budget has been submitted for the full amount of Phase 2 to support this work and subject to the success of the grant will be reduced accordingly.

Costs for build out of the Creative Hub space:

The Feasibility Study provides a high-level iterative design and a preliminary Class D cost estimate of \$3,136,000 to build out the space according to the functional program established by the participating organizations. The costing should be considered as order of magnitude costing; more work (Phase 2) is required to confirm the required investment.

The 10-year Capital Plan identifies the Creative Hub as a P2 project for 2023, with an estimated cost of \$3.5 million.

A more detailed plan is required to understand how the resources for the capital build out will be assembled. This could be through a combination of grants (for example, the Canada Cultural Spaces Fund, up to a maximum of 50 per cent of eligible costs), a modest level of community fundraising, and the City of Kelowna. Build out, and assembly of the funding resources, would constitute a potential Phase 3 of the project. Staff will investigate funding options for Phase 3 and this will be the subject of future reports.

The Phase 2 work outlined in this report will deliver design, costing and business case information which will support future decision-making about the City's level of investment. As part of operational

business planning and budgeting, staff will explore the potential for a long-term recovery of costs associated with build out of the space.

Considerations not applicable to this report:

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

External Agency/Public Comments

Communications Comments

Submitted by: C.McWillis, Cultural Services Manager

Approved for inclusion: JG

cc:

Attachments:

None.



Creative Hub Feasibility Study

November 8, 2021

Background

- ▶ 350 Doyle Avenue (the former site of Kelowna's main RCMP detachment)
- ▶ The provision of a 6,000 sq ft shell space for community use (community amenity space or CAS) on the ground floor, interfacing with a civic plaza and a re-developed ArtWalk.

Purpose

- ▶ Through Phase 1, the Creative Hub Feasibility Study explored and addressed the following:

Feasibility
elements

Vision

Operating
model

Design
concepts

Capital
program

Selection Process



Participating Organizations



ALTERNATOR
centre for contemporary art

Guiding Principles

The creative hub will be guided by the following **principles**:

Self-determined
and artist-led

Innovating, inspiring
and supportive of
artistic risk

Accessible

Professional

Affordable

Supports diverse
voices and
processes

Grounded in collaboration and resource sharing

Community Impact

The creative hub will result in the following **impacts**:

Increased access to
affordable spaces for
emerging artists and
cultural practitioners

Higher profiles for
partner organizations

Increased cultural
community
connections

A stable foundation
from which partner
organizations can
increase organizational
and financial capacity

Leverage City support
into significant
investment from other
levels of government

Using the Space

While there are many details regarding the space layout to be determined in later design phases, the Creative Hub will **provide space for:**

Production



Performance



Administration



Community



Conclusion

The BCA Report concluded that a Creative Hub is feasible, but outlines the following considerations which must be addressed:

Ongoing
communication

Detailed design
development

Operating
model and fund
development

Expectations of
animation

Capacity &
partner
development

Agreement
development

Next Steps

Phase Two: 2022-2023

- ▶ Phase Two will include:
 - ▶ schematic design and Class C cost estimates;
 - ▶ consultant-led fund development planning;
 - ▶ confirm the operating model and a 3-year business plan for the Creative Hub,
 - ▶ facilitate the development of an agreement between the Creative Hub operator and the City; and
 - ▶ confirmation of the City's capital budget to support this project, and submission of an application to the Department of Canadian Heritage's Canada Cultural Spaces Fund.



Questions or Feedback?

For more information, visit kelowna.ca.

CITY OF KELOWNA

BYLAW NO. 12281

Amendment No. 15 to Water Regulation Bylaw No. 10480

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Water Regulation Bylaw No. 10480 be amended as follows:

1. THAT **SCHEDULE "A" Water Rates and Charges** be deleted in its entirety and be replaced with the **SCHEDULE "A" Water Rates and Charges** attached to and forming part of this bylaw;
2. AND THAT **SCHEDULE "B" Water Meter Fees and Service Charges**, be deleted in its entirety and replaced with a new **SCHEDULE "B" Water Meter Fees and Service Charges** as attached to and forming part of this bylaw;
3. This bylaw may be cited for all purposes as "Bylaw No. 12281, being amendment No. 15 to Water Regulation Bylaw No. 10480."
4. 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, second and third time by the Municipal Council this 1st day of November, 2021.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

SCHEDULE "A"

Water Rates and Charges

Customers shall pay the following **rates** and charges for each water Service Connection with 2021 rates effective for all billing dates on or after January 1, 2022:

1. All properties, excluding:
 - a. Agricultural properties that do not have Access to the Non-Potable System.
 - b. properties in the Beaver Lake Industrial Area; and

shall pay the following bi-monthly flat rate charge for each Potable Water System Service Connection based on Water Meter size as follows:

Meter Size	Bi-Monthly Flat Charge		
	2021	2022	2023
15 mm (5/8")	\$29.32	\$31.08	\$32.94
20 mm (3/4")	\$29.32	\$31.08	\$32.94
25 mm (1")	\$46.05	\$48.81	\$51.74
37 mm (1 1/2")	\$68.95	\$73.09	\$77.48
50 mm (2")	\$111.12	\$117.79	\$124.86
75 mm (3")	\$364.00	\$385.84	\$408.99
100 mm (4")	\$496.68	\$526.48	\$558.07
150 mm (6")	\$839.02	\$889.36	\$942.72
200 mm (8")	\$1105.38	\$1171.70	\$1242.00

Plus a consumption charge per cubic metre - consumed bi-monthly according to the following table:

	Consumption Rate - per cubic metre		
	2021	Jan 1, 2022	Jan 1, 2023
Customer: Single Family, Single-Family Strata, Agricultural			
First 60 cubic metres	\$0.501	\$0.531	\$0.563
Next 100 cubic metres	\$0.674	\$0.714	\$0.757
Next 90 cubic metres	\$1.022	\$1.083	\$1.148
Balance of cubic metres (Except properties over 1 acrea in size in the southeast Kelowna service area)	\$2.046	\$2.169	\$2.299
Balance of cubic metres: properties over 1 acre in size in the southeast Kelowna service area	\$1.022	\$1.49	\$1.96

All other Customer types			
Multi-Family Residential Properties – 3 or more dwelling units on a single property	\$0.501	\$0.531	\$0.563
Mixed Use properties	\$0.568	\$0.602	\$0.638
Commercial, Industrial and Institutional	\$0.579	\$0.614	\$0.651
Park Use	\$0.437	\$0.463	\$0.491

2. Beaver Lake Industrial Area Properties

A combined bi-monthly flat rate charge for each Service Connection plus a consumption charge for all properties within the Beaver Lake Industrial Area as follows:

Metre Size	Bi-Monthly Flat Charge		
	2021	2022	2023
15 mm (5/8")	\$24.91	\$27.66	\$30.80
20 mm (3/4")	\$24.91	\$27.66	\$30.80
25 mm (1")	\$44.82	\$46.85	\$49.79
37 mm (1 1/2")	\$86.56	\$82.83	\$80.65
50 mm (2")	\$139.12	\$132.79	\$129.32
75 mm (3")	\$353.17	\$364.66	\$387.33
100 mm (4")	\$549.33	\$542.50	\$550.78
150 mm (6")	\$1105.05	\$1034.58	\$989.15
200 mm (8")	\$1366.17	\$1302.71	\$1272.85

Consumption Rate - per cubic metre			
	2021	Jan 1, 2022	Jan 1, 2023
Commercial, Industrial and Institutional	\$0.408	\$0.502	\$0.596

3. Agricultural Properties

3.1 Agricultural Properties shall pay the following:

	Units / Comments	2021	2022	2023
Annual Allotment Fee: Billed Annually at year end	Per Hectare	\$296.30	\$314.08	\$332.92
	Per Acre	\$120.00	\$127.20	\$134.83
Agricultural Over Consumption Rates for water use over the designated Allotment:				
Tier A – 0-19.99% over annual Allotment	per cubic metre	\$0.30	\$0.32	\$0.34
Tier B – 20-49.99% over annual Allotment	per cubic metre	\$0.60	\$0.64	\$0.68
Tier C – Over 50% over annual Allotment	per cubic metre	\$1.00	\$1.06	\$1.12

Plus

- a. Agricultural Customers with only one Service Connection that do not have Access to the Non-Potable System will pay an additional bi-monthly fixed fee of \$70.41 to reflect the cost of domestic water supply including a fixed meter fee, the Water Quality Enhancement Fee and an assumed domestic consumption of 40 cubic metres bi-monthly;
- b. Agricultural Customers with multiple Service Connections that do not have Access to the Non-Potable System will pay the fees in Section 1 and Section 4 for each Service Connection serving one or more Residential Units in spite of Section 1a.

- 3.2 Properties that achieve Farm Class Status as defined by BC Assessment are eligible to request of the Manager that the Agricultural rates in Section 3.1 be applied for the year of development prior to achieving farm status.

4. Water Quality Enhancement Reserve Fund Contribution

All properties, excluding Agricultural properties that do not have Access to the Non-Potable System, and Park Use properties, shall pay the following bi-monthly flat rate charge for each Potable Water System Service Connection based on Water Meter size as follows:

Meter Size	Bi-Monthly Flat Charge		
	2021	2022	2023
15 mm (5/8")	\$17.06	\$17.40	\$17.75
20 mm (3/4")	\$17.06	\$17.40	\$17.75
25 mm (1")	\$35.06	\$35.76	\$36.48
37 mm (1 1/2")	\$77.35	\$78.90	\$80.48
50 mm (2")	\$125.11	\$127.61	\$130.26
75 mm (3")	\$293.28	\$299.15	\$305.13
100 mm (4")	\$400.47	\$408.48	\$416.65
150 mm (6")	\$676.39	\$689.92	\$703.72
200 mm (8")	\$891.12	\$908.94	\$927.12

5. Non-Potable Services

All Customers, excluding Agricultural Customers, shall pay a consumption charge of \$0.32 per cubic metre in 2022 and a charge of \$0.34 per cubic metre of water used by each Non-Potable System Service Connection:

6. Fire Protection Use

For **Fire Protection Use**, use a bi-monthly flat rate charge of \$70.00.

7. Bulk Water Filling Station Use

The cost of a card for use of the **Bulk Water Filling Stations** is \$20.00, non-refundable.

For **Bulk Water Filling Stations**, a consumption charge of \$1.08 per cubic metre of water used.

8. Temporary Use

For Temporary Use of water during construction. The following rates and charges will apply beginning two months after approval of each New Construction Building Permit and end upon the first of either the installation of the Water Meter or the project is deemed substantially complete as defined by the British Columbia Builder's Lien Act on:

Single Family residential properties a flat charge of \$48.20 bi-monthly.

For non-residential properties and Multi-Family Residential properties a bi-monthly flat charge of \$128.54.

For Projects deemed to be complete as defined above and that do not have a Water Meter, then rates will be twenty (20) times the applicable Temporary Use rate.

9. Manual Read fee

Properties that choose to have their meter read manually, where the option to have the meter read remotely has been provided or requested by the City, shall pay a fee of \$40.00 per bi-monthly billing period. These customers acknowledge that in choosing to have their meters read manually there will be no adjustment for the cost of water lost because of a water leak on their property.

10. Water Integration Project Fee for 2021

Properties in the SEKID Service Area shall pay a fee of \$84.00 per bi-monthly billing period for each Residential Unit ending December 31, 2021.

SCHEDULE "B"

Water Meter Fees and Service Charges

1. Water Meter Fees

Customers shall pay a Water Meter Fee at the time of application for water service as follows:

2022 Meter Fee Rates:

	Meter Type		
Meter Size	Standard	Turbine	Compound
20 mm (3/4")	\$ 551.19		
25 mm (1")	\$ 664.11		
37 mm (1 1/2")		\$ 1,922.24	\$ 2,581.73
50 mm (2")		\$ 2,225.32	\$ 2,940.04
75 mm (3")		\$ 2,678.65	\$ 3,618.75
100 mm (4")		\$ 4,792.05	\$ 5,894.67
150 mm (6")		\$ 8,430.98	\$ 10,184.32
200 mm (8")		\$ 13,594.27	
100 mm (4") Fire Line	\$ 12,624.73		
150 mm (6") Fire Line	\$ 16,693.92		
200 mm (8") Fire Line	\$ 24,484.11		

2023 Meter Fee Rates:

	Meter Type		
Meter Size	Standard	Turbine	Compound
20 mm (3/4")	\$ 567.73		
25 mm (1")	\$ 684.04		
37 mm (1 1/2")		\$ 1,979.90	\$ 2,659.18
50 mm (2")		\$ 2,292.07	\$ 3,028.24
75 mm (3")		\$ 2,759.01	\$ 3,727.31
100 mm (4")		\$ 4,935.82	\$ 6,071.51
150 mm (6")		\$ 8,683.91	\$ 10,489.85
200 mm (8")		\$ 14,002.10	
100 mm (4") Fire Line	\$ 13,003.47		
150 mm (6") Fire Line	\$ 17,194.74		
200 mm (8") Fire Line	\$ 25,218.63		

The **Water Meter** Fee for commercial meters includes the following components as applicable to each meter setting: specified meter, companion flanges, strainer, gaskets, bolts, remote reading device and connecting cable all supplied and owned by the **City**.

The **Water Meter** Fee for commercial meters does not include the following: master control valve on service inlet and meter isolation valve downstream of meter, pressure reducing valve(s) (PRV's),

pressure gauges, back flow prevention device and bypass piping and bypass valve all to be supplied and owned by the **Property** owner.

The **Water Meter** Fee for residential meters includes the following: **Water Meter**, meter setting fittings, installation of **Water Meter** within a 325 mm copper pipe run, supply of a remote reading device or transmitter and connecting cable all of which will be supplied and owned by the City.

2. Service Fees

Customers will pay and will be invoiced on their **City Water Utility** bills for the following service fees:

Service	Fees
Water disconnect (shut-off) or connect (turn-on) during regular office hours	\$ 37.00
Emergency water service disconnect (shut-off) or connect (turn-on) during off-hours	\$169.00
Meter Testing Fee	\$50.00

Both the transfer and water turn-on charge will apply if water is turned on and a new account is established.

The Shut-Off and Turn-On fees will apply to the Non-Potable Irrigation supply for each irrigation service connection provided to the customer for requests outside of the normal start up or shut down period identified by the manager and communicated to the customers.

Regular office hours shall mean the regular operating hours of the City's Water Utility Services Branch.

3. Hydrant Use Permit Fee

The fee for each **Hydrant Use Permit** shall be \$65.00 plus \$30.00 per day for each day of Hydrant Permit. The fee for a Hydrant Use Permit shall include the costs of providing, installing and removing **Approved Backflow Preventer**.

4. Water Meter Pit Fee

Where permitted or directed by the Manager the fee for the City to supply and install a residential water meter pit for a service size 1 inch or less shall be \$4,500.00.