

# Report to Council



**Date:** May 10, 2021  
**To:** Council  
**From:** City Manager  
**Subject:** Contract for Dispatch for Regional District of East Kootenay  
**Department:** Report Prepared by: Sandra Follack, Deputy Fire Chief

---

## **Recommendation:**

THAT Council approves the City's renewal of the contract with the Regional District of East Kootenay to provide fire dispatch and records management in the form attached to the Report of the Fire Chief Dated May 10, 2021;

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

AND FURTHER THAT the 2021 Financial Plan be amended to include the additional revenue from the contract renewal.

## **Purpose:**

To have Council approve a five (5) year contract to provide fire dispatch and records management to the Regional District of East Kootenay (RDEK)

## **Background:**

Staff has completed negotiations with RDEK for the provision of fire dispatch and records management as a renewal of the existing contract. The attached contract was presented to the Board of RDEK Monday March 22 for endorsement and was approved. With Council's endorsement of this contract, staff will continue to dispatch for the RDEK effective May 30<sup>th</sup>, 2021 through 2025.

## Financial/Budgetary Considerations

The five-year dispatch revenue from the contract with the RDEK is \$1,001,577. The annual Dispatch costs are based on the previous contract with a 2.5% increase yearly.

Year	2021	2022	2023	2024	2025
<b>Net Revenue</b>	190,548	195,311	200,193	205,198	210,328

Kelowna Fire Department continues to work with Financial Services to ensure the sale of dispatch services continues to provide value to the City of Kelowna.

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

### Internal Circulation:

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

### Considerations not applicable to this report:

***Legal/Statutory Authority:***

***Legal/Statutory Procedural Requirements:***

***Existing Policy:***

***Financial/Budgetary Considerations:***

***External Agency/Public Comments:***

***Communications Comments:***

Submitted by:

S. Follack  
Deputy Fire Chief, Kelowna Fire Department

Approved for inclusion:



S. Leatherdale, Divisional Director, Corporate & Protective Services

Attachments:

Agreement – RFP – Fire Dispatch – RDEK Kelowna Contract Final.PDF  
Agreement – RFP – Fire Dispatch – RDEK Kelowna Schedule A Final.PDF  
Agreement – RFP – Fire Dispatch – RDEK Kelowna Schedule B Final.PDF  
Agreement – RFP – Fire Dispatch – RDEK Kelowna Schedule C Final.PDF