



CITY OF WEST KELOWNA REGULAR COUNCIL AGENDA

Tuesday, January 24, 2023, Immediately Following the Public Hearing at 6:00 p.m.

COUNCIL CHAMBERS

2760 CAMERON ROAD, WEST KELOWNA, BC

Pages

1. CALL THE REGULAR COUNCIL MEETING TO ORDER

It is acknowledged that this meeting is being held on the traditional territory of the Syilx/Okanagan Peoples.

This meeting is open to the public. All representations to Council form part of the public record. This meeting is being webcast live and will be archived on the City's website.

2. INTRODUCTION OF LATE ITEMS

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

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4.2 Minutes of the Regular Council Meeting held Tuesday, January 10, 2023 in the City of West Kelowna Council Chambers 7

5. MAYOR AND COUNCILLOR'S REPORTS

5.1 Regional District of Central Okanagan Highlights from the Thursday, January 12, 2023, Regional Board Meeting 13

5.2 Regional District of Central Okanagan Highlights from the Thursday, January 19, 2023, Regional Board Meeting 15

6. PRESENTATIONS

6.1 Tracy Wall, Okanagan Deputy Assessor for BC Assessment - Overview of Property Assessment & 2023 Assessment Roll

6.2 Chelsea Mossey, Senior Manager, BC Transit - Kelowna Regional Transit System

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.2 FINANCIAL SERVICES

8.3 DEVELOPMENT SERVICES

8.3.1 P 23-02, BC Transit – Operations and Maintenance Yard Update, Annual Performance Summary and Transit Service Review

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Recommendation:

THAT Council consider and resolve to direct staff to prepare a letter of support for the grant application for a Kelowna Regional Transit System's Investing in Canada Infrastructure Program for:

1. The Hardy Transit Centre to refurbish the facility and support the implementation of battery electric buses; and
2. The planning and design of the new Hollywood Transit Centre to complete the pre-implementation work necessary to further develop designs and cost estimates for a future funding application.

8.3.2 LUCA 22-01; Land Use Contract Discharge; (Post Public Hearing Options Report) 753 Lindsay Court

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Options for Council's Consideration:

Option 1: Give Third Reading and Adopt

THAT Council consider and resolve to give third reading and adopt City of West Kelowna Land Use Contract Discharge Bylaw No. 0302, 2022.

This option is recommended by staff.

Option 2: Postpone Consideration

THAT Council consider and resolve to postpone consideration of the proposed land use contract discharge.

Further direction to staff on how to proceed would be required.

Option 3: Deny Application

THAT Council consider and resolve to rescind first and second readings of LUCA 22-01 and abandon the Land use contract discharge; and

THAT Council consider and resolve to direct staff to close the file (LUCA 22-01).

Should Council deny the proposed amendment bylaws, the application will be closed in accordance with the Development Applications Procedures Bylaw No. 0260. Council shall not reconsider an application of this nature for the property for a period of six months.

8.3.3 Z 22-02; Zoning Bylaw Amendment No. 0265.09 (Post Public Hearing Options Report); 3746A Wetton Road

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Options for Council's Consideration:

Option 1: Give Third Reading as Amended

THAT Council consider and resolve to give third reading as amended to City of West Kelowna Zoning Amendment Bylaw No. 0265.09, 2022; and

THAT Council consider and resolve to direct staff to schedule the bylaw for consideration of adoption following approval of the bylaw by the Ministry of Transportation and Infrastructure.

This option is recommended.

Option 2: Postpone Consideration

THAT Council consider and resolve to postpone third reading as amended of City of West Kelowna Zoning Amendment Bylaw No. 0265.09, 2022; and

THAT Council consider and resolve direct staff to schedule the bylaw for consideration of third reading as amended following additional analysis and discussion on the works as requested by BC Transit.

Option 3: Deny Application

THAT Council consider and resolve to rescind first and second readings of City of West Kelowna Zoning Amendment Bylaw No. 0265.09, 2022 and abandon the bylaw; and

THAT Council consider and resolve direct staff to close the file (Z 22-02).

Should Council deny the proposed amendment bylaws, the application will be closed in accordance with the Development Applications Procedures Bylaw No. 0260. Council shall not reconsider an application of this nature for the property for a period of six months.

8.3.4 Z 22-13; Zoning Bylaw Amendment No. 0265.11; 3858 Angus Drive

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Recommendation:

THAT Council consider and resolve to give first and second reading to Zoning Bylaw Amendment No. 0265.11; and

THAT Council consider and resolve to direct staff to schedule a Public Hearing regarding the proposed zoning amendment.

8.4 RECREATION AND CULTURE

8.5 ENGINEERING / PUBLIC WORKS / PARKS

8.6 CORPORATE INITIATIVES

8.7 FIRE RESCUE SERVICES

9. CORRESPONDENCE AND INFORMATION ITEMS

10. NOTICE OF MOTION

11. ADJOURNMENT OF THE REGULAR MEETING

The next Council meeting is scheduled for Tuesday, February 14, 2023.



CITY OF WEST KELOWNA
MINUTES OF THE SPECIAL MEETING OF COUNCIL

Tuesday, January 10, 2023
COUNCIL CHAMBERS
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Jason Friesen
Councillor Stephen Johnston
Councillor Garrett Millsap
Councillor Carol Zanon

Staff Present: Michelle Reid, Director of Human Resources
Corinne Boback, Legislative Services Manager/Corporate Officer

1. CALL THE SPECIAL COUNCIL MEETING TO ORDER

The Special Council meeting was called to order at 11:33 a.m.

It was acknowledged that this meeting was held on the traditional territory of the Syilx/Okanagan Peoples.

This meeting was open to the public. All representations to Council form part of the public record.

2. ADDITIONS OR CHANGES TO PROCEDURAL MOTION

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C001/23

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

4. PROCEDURAL MOTION

It was moved and seconded

Resolution No. C002/23

THAT Council close the meeting in accordance with Section 90(1) of the *Community Charter* for:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and

(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

5. ADJOURNMENT OF THE SPECIAL COUNCIL MEETING

The Special Council meeting adjourned at 1:26 p.m.

MAYOR

LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER



CITY OF WEST KELOWNA
MINUTES OF THE REGULAR MEETING OF COUNCIL

Tuesday, January 10, 2023
COUNCIL CHAMBERS
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Jason Friesen
Councillor Stephen Johnston
Councillor Garrett Millsap
Councillor Carol Zanon

Staff Present: Paul Gipps, CAO
Allen Fillion, Director of Engineering / Operations
Warren Everton, Director of Finance / CFO
Sandy Webster, Director of Corporate Initiatives
Michelle Reid, Director of Human Resources
Jason Brolund, Fire Chief
Brad Savoury, Director of Legal Services
Brent Magnan, Director of Development Approvals
Corinne Boback, Legislative Services Manager/Corporate Officer
Bob Dargatz, Development Manager/Approving Officer
Jessica Hewitt, Communications and Engagement Advisor
Jason Sandberg, Development Engineer
Jayden Riley, Planner III

1. CALL THE REGULAR COUNCIL MEETING TO ORDER

The meeting was called to order at 1:37 p.m.

It was acknowledged that this meeting was held on the traditional territory of the Syilx/Okanagan Peoples.

This meeting was open to the public. All representations to Council form part of the public record. This meeting was webcast live and archived on the City's website.

2. INTRODUCTION OF LATE ITEMS

2.1 Replacement Pages 73 and 74 for Z 22-06; Zoning Amendment Bylaw No. 0265.08, 2022 (Third Reading as Amended); Smith Creek, Stage 4 (item 8.3.4)

These pages were replaced to remove multi-use from the recommendation and to include 20-lot for the proposed subdivision.

2.2 Re-order Item 8.6.1 Crime Stoppers Month - Verbal Update to Item 5.2

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C003/23

THAT the agenda be adopted as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Special Council Meeting held Tuesday, December 13, 2022 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C004/23

THAT the minutes of the Special Council Meeting held Tuesday, December 13, 2022 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.2 Minutes of the Regular Council Meeting held Tuesday, December 13, 2022 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C005/23

THAT the minutes of the Regular Council Meeting held Tuesday, December 13, 2022 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.3 Minutes of the Special Council Meeting held Wednesday, December 21, 2022 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C006/23

THAT the minutes of the Special Council Meeting held Wednesday, December 21, 2022 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLOR'S REPORTS

Mayor Milsom issued a correction for a recent media article in regards to the City of West Kelowna's reported surplus.

5.1 Regional District of Central Okanagan Highlights from the December 15, 2022 Regional Board Meeting

5.2 Crime Stoppers Month - Verbal Update

This item was moved forward from item 8.6.1

Glynton Brittain, Crime Stoppers Coordinator of the RDCO provided a verbal update and highlighted initiatives as part of Crime Stoppers Month.

6. DELEGATIONS

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.2 FINANCIAL SERVICES

8.3 DEVELOPMENT SERVICES

8.3.1 P 22-07; Unique Identifier Count Results; Henluk Consulting

Jennifer Kanters, Henluk Consulting provided a PowerPoint presentation regarding the Westside Unique Identifier Count Results and was available for questions and comments from Council.

8.3.2 P 22-05; City of West Kelowna Housing Strategy; Information Report

The Director of Approvals provided a summary of the West Kelowna Housing Strategy information platform, introduced Jayden Riley as the City of West Kelowna staff participating in this project and Marina Jozipovic, Urban Matters presented a PowerPoint, and was available for questions and comments from Council.

The meeting recessed at 3:09 p.m.

The meeting reconvened at 3:22 p.m.

8.3.3 P 22-06; Secondary Suite Council Policy Removal

In accordance with Section 59 (2) of the *Community Charter*, the Mayor provided an opportunity to anyone in the public gallery who considered themselves affected by Item No. 8.3.3 to make representations to Council.

It was moved and seconded

Resolution No. C007/23

THAT Council resolve to adopt "City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.74, 2022"; and

THAT Council resolve to adopt "City of West Kelowna Business Licensing and Regulations Amendment Bylaw No. 0087.16, 2022"; and

THAT Council resolve to repeal the Secondary Suite Council Policy.

CARRIED UNANIMOUSLY

8.3.4 Z 22-06; Zoning Amendment Bylaw No. 0265.08, 2022 (Third Reading as Amended); Smith Creek, Stage 4

It was moved and seconded

Resolution No. C008/23

THAT Council resolve to give third reading as amended to City of West Kelowna Zoning Amendment Bylaw No. 0265.08, 2022; and

THAT Council resolve to direct staff to schedule the amendment bylaw for adoption subject to:

- Registration of a S. 219 Covenant that includes preliminary design and cost estimate to the satisfaction of the City and for the construction of an off-site sidewalk and asphalt pathway on Smith Creek Road, connecting Copper Ridge Drive to Elliott Road;
- Registration of S. 219 covenant with preliminary design and cost estimate to the satisfaction of the City for the extension of Doucette Drive to connect with Copper Ridge Drive prior to further development over 100 units in the area;
- Registration of a S. 219 No Disturb Covenant over the wildlife corridor identified in the Environmental Assessment Report prepared by Ecoscape Environmental Consultants, dated February 22, 2022; and
- Registration of a S. 219 Wildfire Covenant to ensure the wildfire hazard rating of the subject property is low to moderate in advance of building permit.

CARRIED UNANIMOUSLY

8.4 RECREATION AND CULTURE

8.5 ENGINEERING / PUBLIC WORKS / PARKS

8.5.1 Road Closure Portion of Asquith Road

In accordance with Section 40 of the *Community Charter*, the Mayor provided an opportunity to anyone in the public gallery who considered themselves affected by Item No. 8.5.1 to make representations to Council.

It was moved and seconded

Resolution No. C009/23

THAT Council resolve to adopt “City of West Kelowna Road Closure and Disposition Bylaw No. 299, 2022”.

CARRIED UNANIMOUSLY

8.6 CORPORATE INITIATIVES

8.6.1 Crime Stoppers Month - Verbal Update

This item was moved to item 5.2

8.7 FIRE RESCUE SERVICES

9. CORRESPONDENCE AND INFORMATION ITEMS

10. NOTICE OF MOTION

11. ADJOURNMENT OF THE REGULAR MEETING

The meeting adjourned at 3:43 p.m.

MAYOR

LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER

Highlights of the Regional Board meeting – January 12, 2023

2023-2027 water rates and fees

The Regional Board has adopted bylaws setting out annual rate adjustments for 2023 through 2027 for each of the six water systems maintained and operated by the regional district. The new rates reflect inflation and operating cost increases and projections since the last rate adjustments were approved in 2019. Specific fees may need to be adjusted during the annual budget process to ensure each system is financially sustainable. The rates vary by each system based in part on its age, number of customers served and regulatory water quality requirements. Information on the new rates is available at rdco.com/waterrates.

New water systems regulation bylaw

The Regional Board adopted a new Water Systems Regulation Bylaw to provide consistency in operations and the provisions of Drinking Water Regulations and Guidelines for the six RDCO water systems. The bylaw includes:

- no charge seasonal water turn on/off once a year
- User fees will continue while water to a connected property is turned off
- additional options to the RDCO for bylaw compliance water system safety to reduce unauthorized connections and unmetered water use
- all future new property connections or those involving major renovations are required to install an in-ground, accessible pit to house the water meter

Wastewater service standing committee

The Regional Board adopted the Terms of Reference for the Westside Wastewater Service Standing Committee and appointed these committee members:

- Vice-chair Gord Milsom (West Kelowna)
- Director Jordan Coble (Westbank First Nation)
- Director Patrick Van Minsel (Peachland)
- Director Stephen Johnston (RDCO)

The combined assets of the Westside Regional Wastewater Treatment Plant and East Trunk Sanitary Sewer System are valued at more than \$150 million.

First regional citizen survey results

The Committee of the Whole received the results of the first statistically-valid citizen survey conducted for the Regional District. The survey provided an opportunity for direct feedback from participants, an indication of citizen priorities and helps gauge satisfaction with existing RDCO programs and services. It may also assist the Regional Board in priority setting and allocating resources. Among the findings:

- 94% of residents reported a good overall quality of life
- 94% are generally satisfied with the overall level of services received from the RDCO
- 79% believe they get good value for their taxes

The survey was done by Ipsos during the fall involving 700 participants. The results are considered accurate +/- 3.7%, 19 times out of 20.

Regional Board meetings

Regional District office – 1450 KLO Road, Kelowna (Woodhaven Boardroom)

- Thursday, January 19 – 6 p.m.
- Thursday, February 2 – 8:30 a.m.
- Thursday, February 16 – 6 p.m.
- Thursday, February 23 – Electoral Area Services Committee – 8:30 a.m.

When a meeting begins, a live stream video link will be available for that meeting in the Upcoming Meeting agenda section of rdco.com/agenda. When available, a link to the Video recording will be posted in the Past Meetings section for the individual meeting date.

Stay informed about the Regional District

Sign up at rdco.com/subscribe to receive customized news and information from the Regional District.

Share your thoughts and stay up to date with RDCO projects at yoursay.rdco.com.

Christmas Tree Chipping



December 26
to January 31

**Free
drop-off
at all
locations**
(until January 31, 2023)

Please remove
all decorations,
tinsel and
bags used for
transporting
the tree

Kelowna:

- Ben Lee Park, off Houghton Road
- Behind the Capital News Centre (on the Lequime ring road)
- Glenmore Landfill (3 tree limit) • 7:30am-4:45pm
Closed Dec. 25, 26 & Jan. 1

West Kelowna:

Residential Waste Disposal Centre on Asquith Road
Fri-Mon 7:30am-3:50pm • Closed Dec. 25 & Jan. 1
Lake Country:
Jack Seaton Park parking lot at 1950 Camp Road

FireSmart rebates available



Qualify for a rebate with recommended FireSmart actions

Taking recommended FireSmart actions could earn Central Okanagan electoral area property owners a rebate for their efforts. That's in addition to helping protect their home and property by reducing the potential fire hazard.

- To get started, visit the program webpage: rdco.com/firesmart
- Schedule an appointment with the RDCO FireSmart coordinator
- You'll receive a personalized property assessment with recommended actions that will help reduce the potential fire hazard on your property
- The coordinator will also answer any questions you may have about FireSmart practices and the rebate program

A maximum rebate of up to \$500 is available for 50% of the costs of labour and supplies for those who take the recommended FireSmart actions. A limited number of rebates are available.

Science-based FireSmart principles and practises are the best and most cost-effective way to increase a home's survivability from wildfire. By removing potential fire hazards on and around buildings and managing vegetation in zones on a property residents can help protect their homes, neighbourhoods and vital natural resources from wildfire.

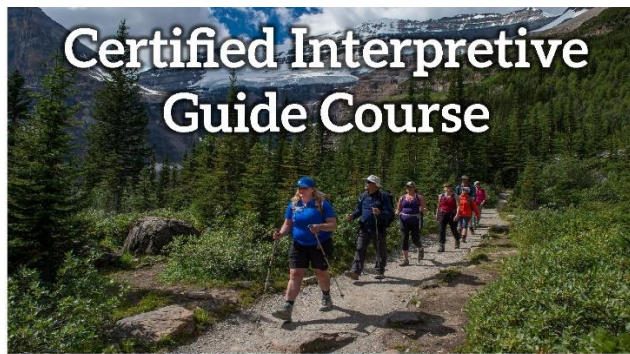
Questions?

Please contact our FireSmart coordinator by emailing firesmart@rdco.com or calling 250-469-6223

Fire Services
1450 KLO Road, Kelowna, BC V1Z 3Z4
250-469-6223 | firesmart@rdco.com
rdco.com/firesmart



Certified Interpretive Guide Course



Why take the course?

Develop skills in:

- story telling and public speaking
- group management
- enhancing guest experiences
- connecting people to natural and cultural resources
- developing higher quality tours for your organization

Great for:

- park naturalists
- cultural hosts
- visitor services staff in museums, zoos, aquariums and historical sites.
- environmental and outdoor educators
- tour directors, guides, and tourism professionals

February 22 to 26, 2023

**Environmental Education
Centre for the Okanagan**
Mission Creek Regional Park
Kelowna, BC

Instructor: Rose Maunder, MES

To learn more and to register:
www.interpnet.com



The Board Report is published monthly after each regular meeting of the Board of the Regional District of Central Okanagan. The Regional Board meets twice a month in regular session in the Woodhaven Boardroom at the Regional District office, 1450 KLO Road. The public is welcome to attend.

Highlights of the Regional Board meeting – January 19, 2023

Backup water generators and Gas Tax

The Regional Board received a report on the financial implications for installing backup electrical generators on the Killiney Beach and Westshore Estates water systems. Community Works Gas Tax funds could be considered for this project. The report recommends that prior to allocating Community Works Gas Tax funds in 2023, a Board policy be developed for appropriately allocating gas tax funds for eligible projects in the regional district electoral areas.

Development Cost Charge waiver request

The Regional Board received letters from the District of Peachland and the non-profit Peachland Seniors Support Society. The two bodies request that the Regional Board consider waiving or reducing Development Cost Charges designated for the Westside Regional Wastewater Treatment Plant to assist in developing a proposed five story affordable seniors rental housing building. The housing project is a partnership between the Society and Province. The Westside Wastewater Service Standing Committee will consider the request and financial implications.

New committee and Board of Variance

The Regional Board adopted the Terms of Reference for the new Agricultural Advisory committee and a new Board of Variance bylaw, updating and replacing the previous bylaw from 1970. Adoption of the Terms of Reference for the new Advisory Planning committee has been deferred pending consultation with the electoral area Directors for Central Okanagan East and Central Okanagan West.

Stay informed about the Regional District

Sign up at rdco.com/subscribe to receive customized news and information from the Regional District.

Share your thoughts and stay up to date with RDCO projects at yoursay.rdco.com.

Conditional support rescinded

After receiving a requested topographical report, the Regional Board has rescinded its conditional support of two Agricultural Land Commission (ALC) referral applications from the owners of properties at 5630 and 5760 Anderson Road in the Ellison area. The report indicates the applicants would add more fill than previously suggested to maximize the agricultural potential of the properties. The Board believes this would have adverse impacts on the neighbouring community. The applications will not be forwarded to the ALC.

Regional Board meetings

Regional District office – 1450 KLO Road, Kelowna (Woodhaven Boardroom)

- Thursday, February 2 – 8:30 a.m. – initial Financial Plan presentation
- Thursday, February 16 – 6 p.m. – in-person comments on proposed Financial Plan
- Thursday, February 23 – Electoral Area Services Committee – 8:30 a.m.

When a meeting begins, a live stream video link will be available for that meeting in the Upcoming Meeting agenda section of rdco.com/agenda. When available, a link to the Video recording will be posted in the Past Meetings section for the individual meeting date.

Central Okanagan Regional Hospital Board

Directors of the Central Okanagan Regional Hospital District (CORHD) Board unanimously acclaimed Directors Loyal Wooldridge as Chair and Gord Milsom as Vice-chair during the annual Statutory Inaugural meeting. The Board also received an [overview and project update report](#) from Interior Health and the [2022 audit plan](#) from BDO Canada LLP. The CORHD 2023-2027 Five- year Financial Plan will be considered at a public meeting in March and adopted on March 30. The COHRD funds a 40% share of hospital/health facility capital projects.



Discount Dog License Sale!

**Save \$20 by purchasing or
renewing your
2022 dog license by Feb. 28**

Regular fees apply Mar. 1

PURCHASE OR RENEW ONLINE

rdco.com/dogs

Licensed dog owners receive



benefits.



Christmas Tree Chipping



**Free
drop-off
at all
locations**
(until January 31, 2022)

Please remove
all decorations,
tinsel and
bags used for
transporting
the tree

Kelowna:

- Ben Lee Park, off Houghton Road
- Behind the Capital News Centre (on the Lequime ring road)
- Glenmore Landfill (3 tree limit) • 7:30am-4:45pm
Closed Dec. 25, 26 & Jan. 1

West Kelowna:

Residential Waste Disposal Centre on Asquith Road
Fri-Mon 7:30am-3:50pm • Closed Dec. 25 & Jan. 1

Lake Country:

Jack Seaton Park parking lot at 1950 Camp Road

Nature Nugget Presentations



Enjoy back-to-back nature presentations by two Park Interpreters. Each presentation is followed by 15 minutes of Q&A. Two topics per night. Sit back, relax, enjoy some treats with coffee or tea and prepare to expand your mind.

• Wildlife Crossing Structures:

How do animals cross the road?

• Kokanee Salmon:

What are they up to now?

**Thursday, January 26
6 to 7:30 p.m.**

**At the EECO in
Mission Creek
Regional Park**

FREE!
Register online:
rdco.com/parkprograms

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COUNCIL REPORT

To: Paul Gipps, CAO

Date: January 24, 2023

From: Chris Oliver, Planning Supervisor

File No: P 23-02

Subject: **P 23-02, BC Transit – Operations and Maintenance Yard Update, Annual Performance Summary and Transit Service Review**

RECOMMENDATION

THAT Council consider and resolve to direct staff to prepare a letter of support for the grant application for a Kelowna Regional Transit System's Investing in Canada Infrastructure Program for:

1. The Hardy Transit Centre to refurbish the facility and support the implementation of battery electric buses; and
2. The planning and design of the new Hollywood Transit Centre to complete the pre-implementation work necessary to further develop designs and cost estimates for a future funding application.

STRATEGIC AREA(S) OF FOCUS

Economic Growth and Prosperity – We will work with our partners on the Westside and throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.

Foster Safety and Well-Being – We will pursue through direct action, advocacy, and partnerships with Westbank First Nation and local service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

BACKGROUND

On August 23rd, 2022 Council postponed discussion on an information report regarding the upcoming BC Transit - Transit Service Review (Attachment 1). The report includes some background information on the structure of transit service in the Kelowna Regional Transit System, key transit initiatives that have been completed or are underway and

discussion regarding alignment with the Official Community Plan and Transportation Master Plan.

DISCUSSION

Following the meeting, it was identified that BC Transit had additional information and an imminent request for application support. Staff have worked with BC Transit to consolidate the various transit-related topics for Council at the January 24th Council meeting, where BC Transit will attend to present and answer questions. The three topics that will be discussed at the meeting include:

1. Hardy Road and Hollywood Transit Centre Updates

BC Transit has prepared a report providing background regarding the projects that Council has been asked to support through the Investing in Canada Infrastructure Program (Attachment 2).

2. 2021/2022 Annual Performance Summary

Each year BC Transit provides an Annual Performance Summary. It is a key communication shared with local governments and provides a snapshot of transit investment and performance within our transit system. An overview of the summary will be presented to Council.

3. Transit Service Review

A service review is scheduled to begin in 2023, which will continue to shape how transit works in the Central Okanagan over the following three years (2024-27). This review will update transit service and infrastructure through analysis of ridership and recommendations generated by local governments across the region.

Transit service improvements and expansions typically will come from BC Transit service planning documents, but can also be driven by the local government, or the local government's strategic plans. The transit service review planned for 2023 will coincide with updates to the Official Community Plan and Transportation Master Plan, offering a unique opportunity to start on actions identified to improve mobility in the City. An introduction to the project will be presented to Council.

FINANCIAL IMPLICATIONS

See attached report (Attachment 1).

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
Aug. 23, 2022	2023 Transit Service Review	C236/22
	THAT Council defer the 2023 Transit Service Review to the next meeting.	

CONCLUSION

As the OCP and TMP advance toward their final phases, the future direction for the City's land use and transportation systems will be established. Transit is a key component to both of these new plans, and the planned changes to infrastructure and the upcoming service review will be important components to ensuring the City can achieve the direction set in these plans.

REVIEWED BY

Brent Magnan, Director of Development Services

Corinne Boback, Legislative Services Manager / Corporate Officer

APPROVED FOR THE AGENDA BY

Paul Gipps, CAO

Powerpoint: Yes ☒ No ☐

Attachments:

1. August 23, 2022 Council Report – 2023 Transit Service Review
2. Kelowna Regional Transit Operations and Maintenance Facility Report
3. 2021 and 2022 Annual Performance Summary



INFORMATION ONLY COUNCIL REPORT

To: Paul Gipps, CAO

Date: August 23, 2022

From: Chris French, Planner I

File No: P 22-04

Subject: **P 22-04, 2023 Transit Service Review**

SUMMARY

The purpose of this report is to advise Council on a scheduled transit service review in 2023 for the Kelowna Regional Transit System and outline previous work completed as part of the 2012 Central Okanagan Transit Future Plan. This report was prepared in consultation with BC Transit, who will be coordinating key aspects of the transit service review with local government and community partners of the Kelowna Regional Transit System.

STRATEGIC AREA(S) OF FOCUS

Economic Development and Prosperity: We will work with our partners on the Westside and throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.

Foster Safety and Well-Being: We will pursue through direct action, advocacy, and partnerships with Westbank First Nation and local service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

BACKGROUND

BC Transit is the provincial authority responsible for the planning, funding and operation of all public transit throughout the Province outside of Metro Vancouver. The agency delivers services and supporting infrastructure that is based on a combination of public policy objectives set by the Provincial Government, and priorities, routes and rates determined by local governments. Funding for regional transit systems across the province is shared between BC Transit, local governments, health authorities and operations revenue as prescribed by a legislative funding formula in the *British Columbia Transit Act* and British Columbia Transit Regulations. BC Transit facilitates transit service in the City of West Kelowna as part of the Kelowna Regional Transit System, while operations are provided by First Transit ULC, a third party.

Central Okanagan Transit Future Plan

The Central Okanagan Transit Future Plan was completed in 2012 and provided a vision of the region's transit network until 2037. Since adopting the plan, many projects have been accomplished such as the introductions of the 97 Okanagan RapidBus and Frequent and Local routes throughout the region. As part of the Central Okanagan Transit Future Plan, transit service reviews are conducted throughout the duration of the plan to refine priorities and guide decision making for the transit system.

Previous Transit Service Reviews

The previous transit service review, called the Transit Future Action Plan was completed in 2018 with changes across the entire Kelowna Regional Transit System. As part of the consultation process, the previous City Council was presented with a number of options to improve transit service in February 2017, and a workshop was held with BC Transit and City Council and staff in May 2017.

As part of the Plan, several action items were identified. Some of the key initiatives included service and route changes as well as other improvements such as digital payment and fare collection. The sections below highlight key actions that were taken as part of the previous plan in West Kelowna.

Digital Fare Collection

BC Transit is now preparing to launch Umo which will be the digital fare collection system within the next two years in the Kelowna Regional Transit System. Umo is a smartphone application that riders can use to pay their fares, in addition to credit and debit cards, and reloadable smart cards. This is similar to the Compass Card system that is currently used by TransLink in the Lower Mainland but with additional payment options.

Service Expansion beyond Shannon Lake

One of the key transit priorities identified by West Kelowna residents in the previous Transit Future Action Plan was to extend transit coverage to the rapidly developing area along Shannon Lake Road between Shannon Ridge Drive and Bartley Road. The City worked with BC Transit to increase coverage of the transit network to these areas by extending routes 24: Shannon Ridge and 28: Shannon Lake (Figure 1, 2 and 3).

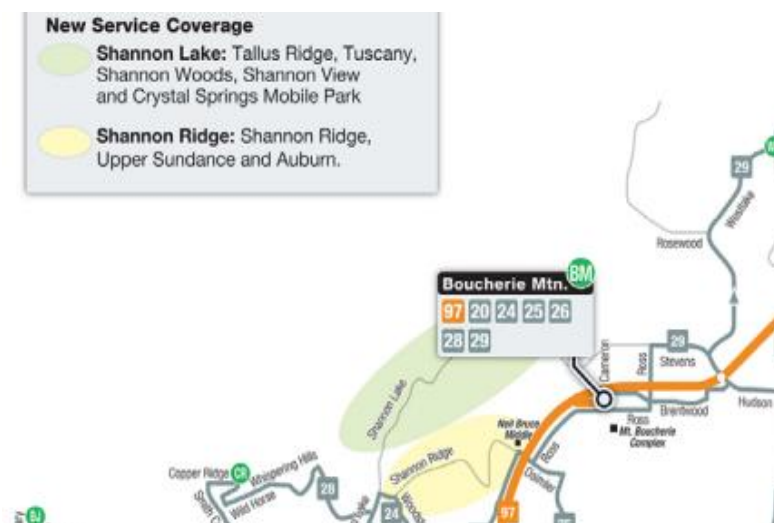


Figure 1: Gaps identified in previous transit service network in Shannon Lake neighbourhood

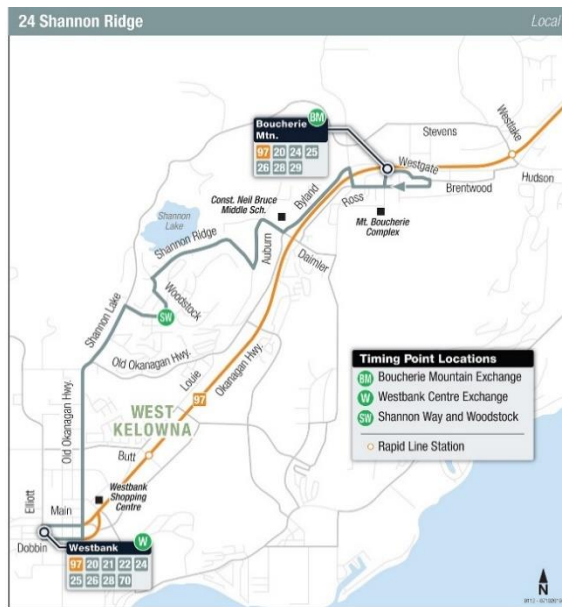


Figure 2: 24 – Shannon Ridge

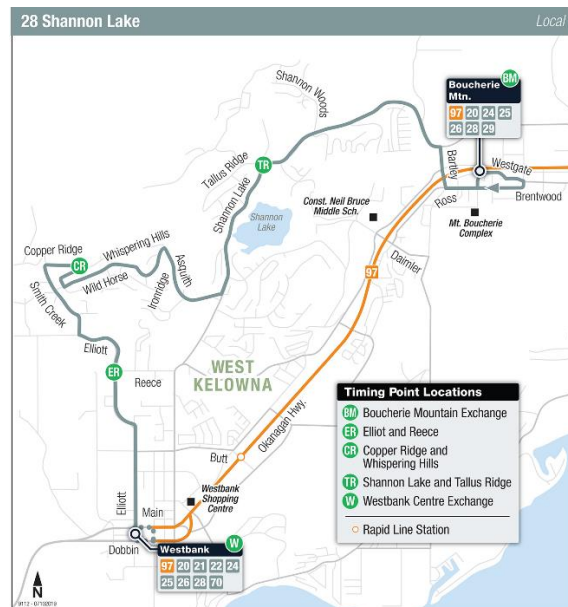


Figure 3: 28 – Shannon Lake

Service Expansion to Gellatly

Service along the Gellatly waterfront from Westbank Centre to Pebble Beach was identified as a community priority. In addition, parking was identified as a challenge on weekends and holidays around the West Kelowna Yacht Club boat launch. The service was trialed as a summer seasonal service in 2018 but discontinued due to exceedingly low levels of ridership. Service standards used by BC Transit targeted a minimum of 15 rides per hour.

Service Optimization on Routes 27 and 29

Routes 27: Horizon and 29: Bear Creek were the two lowest performing routes on the Westside. Three optimization options were examined, however combining the two routes to become the 26: Bear Creek was identified as the preferred option through the 2018 Transit Future Action Plan (Figure 4). This resulted in a reduction of 750 service hours from these routes that were reallocated to provide transit service to other areas within the Westside.

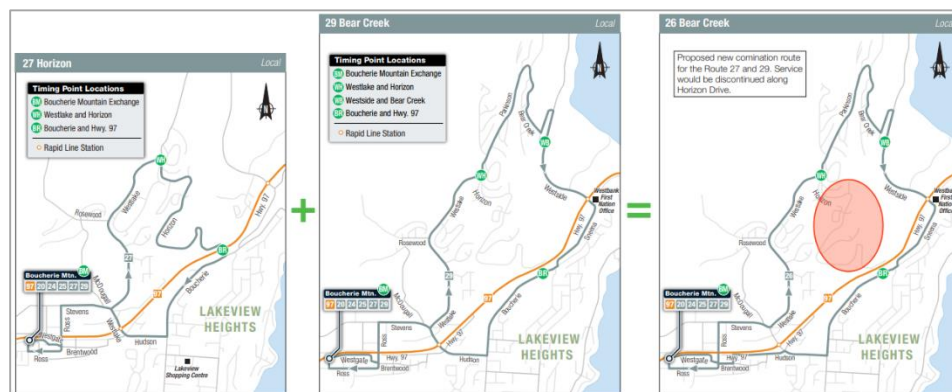


Figure 4: Routes 27 and 29 were combined to become the 26: Bear Creek.

Investment in Rapid Routes (Route 97)

Route 97: UBCO/Westbank is a RapidBus service that operates from Westbank Centre to the University of British Columbia's Okanagan campus in Kelowna. An additional 1,000 annual service hours were added to the route to improve off-peak service during mid-day, evenings and weekends.

DISCUSSION

A service review is scheduled to begin in 2023 which will continue to shape how transit works in the Central Okanagan over the following three years (2024-27). This review will update transit service and infrastructure through consultation with the public and recommendations generated by local governments across the region.

Transit service improvements and expansions typically will come from BC Transit service planning documents, but can also be driven by the local government, or the local government's strategic plans. The transit service review planned for 2023 will coincide with updates to the Official Community Plan and Transportation Master Plan, offering a unique opportunity to start on actions identified to improve mobility in the City. Council will be included in this consultation in 2023 to develop a number of action items to improve or expand transit service in the City and region. A suite of initial considerations for the service review that could be considered are outlined in detail below.

Improve Service Standards

Service standards identify the recommended minimum service levels for transit services by service layers and the minimum characteristics for considering transit service expansion to new areas. Service standards used by BC Transit for existing service can include several factors such as service span, frequency, bus stop spacing, and walking distance to bus stops.

BC Transit typically also looks at overall ridership on routes to determine if they are performing or underperforming. However, ridership has yet to rebound to pre-pandemic levels and they are currently not making any recommendations based off of their 2020 service guidelines. When BC Transit does return to pre-pandemic levels, 15 rides per hour will once again be the standard used to determine if a local transit network route, like most in West Kelowna, are performing.

Optimize Transit Network and Routes

Route and network optimization includes a series of interventions that help to improve the reliability, efficiency, and cost per rider of bus routes. This may include revisions to route design, which refers to how long and how direct a service is, and whether the service uses a consistent path or adjusts its path depending on demand. In addition, the size of transit vehicles may also be altered depending on demand as was the case in the redesign of the Shannon Lake routes in the previous Transit Future Action Plan.

Optimization is a service level improvement. Simple service level improvements that do not modify routing can be as quick as 8-12 months depending on a series of factors. However, optimization to routes that look to modify routing or the network require additional engagement, which may add up to an additional 6 months. Changes that require additional service hours may be completed within three years as they need to be incorporated into the Transit Improvement Process. However, should they acquire funding within the first year, they may be implemented as early as two years after planning.

Land use is also a critical element in designing transit routes and frequency, and helps to determine where services are needed. High density areas with mixed uses support routes with frequent transit, compared to lower density areas that may be served by fewer trips. The City is currently in the process of updating the Official Community Plan (OCP) and Transportation Master Plan (TMP). As part of the new OCP, two major urban centres and five neighbourhood centres are planned for transit supportive development. These changes to development patterns in the City may prompt changes to the shape of the transit network and routes in coordination with Westbank First Nation and BC Transit. The City has been in ongoing consultation with Westbank First Nation through the OCP and TMP reviews and similar to the City, Westbank First Nation has identified that there is an interest in further evaluating transit service levels.

Staff have begun conceptualizing a renewed vision for the transit network in West Kelowna that connects these development centres with reliable bus service as shown in *Attachment 1*. This network is purely conceptual, serving as a discussion tool to initiate potential options for improving transit planning in the City of West Kelowna. Any changes to transit service, routes or the network on the west side would need to be coordinated with BC Transit, Westbank First Nation, other local governments and external agencies as the west side grows over time. A key consideration of evaluating service level improvements will be the rate at which the urban and neighborhood centres develop in the future.

Transit Priority and Infrastructure Measures

Traffic congestion continues to grow at the William R. Bennett Bridge crossing into downtown Kelowna, and in West Kelowna. Transit priority measures on frequent service routes can help make buses faster, more reliable and an attractive alternative to driving. Strategies to enhance bus service can be implemented by improving speed and reliability along specific corridors. One possibility could be expanding the road shoulders of Highway 97 to become dedicated bus lanes. Such a measure could grow the number of transit trips on Route 97 from West Kelowna to Kelowna and reduce traffic congestion in the region by enabling both local and interregional routes to use the bus lanes. Transit queue jump lanes, among other priority measures, could also be considered at congestion pinch points on transit routes in the community (Figures 5 and 6).



Figure 5: Dedicated transit lane on the side of a highway



Figure 6: Transit queue jump lane at an intersection

Infrastructure improvements are subject to provincial funding but have typically longer timelines in comparison to route and network optimization. Construction for priority and infrastructure measures may start as early as 2 years from their initial conception and may require coordination with other external partners including the Ministry of Transportation and Infrastructure.

Digital On-Demand Transit

Digital On-Demand (DoD) transit allows customers to request transit service in a specific service area using a smartphone app. This gives operators the ability to alter their routes based on where the demand is, rather than following a fixed route and schedule. DoD transit also brings benefits for customers including reduced wait times and trip length, and the type of service could vary between using smaller vehicles in a curb-to-curb pick up format or using larger conventional buses and bus stops.

BC Transit has conducted a study of transit systems in the Province where implementation of DoD transit may be feasible and the Kelowna Regional System was one of two that were identified.

Operations and Maintenance Facility

The above actions could greatly expand affordable and sustainable mobility options in West Kelowna through changes and improvements to transit services. However, service expansions are inhibited by limited fleet capacity at the existing bus depot on Hardy Street in Kelowna. BC Transit is continuing to work with the City of Kelowna who was successful in their application to remove a 16.2 acre parcel of the 4690 Hwy 97 property from the Agricultural Land Reserve for the purpose of a new transit operation and maintenance facility. This new location will increase the size of the bus fleet, which may allow for greater service expansion and higher frequency transit across the region. Staff are working in conjunction with the overall Kelowna Regional Transit system partners to advance this initiative.

FINANCIAL IMPLICATIONS

All conventional fixed-route transit service is cost-shared between BC Transit and the local government(s) according to a legislated formula whereby 54% is allocated by the local government(s), and 46% by BC Transit. In the Kelowna Regional Transit System, the local share is split between the Kelowna Regional local government partners according to the hours provided in each jurisdiction.

Any changes to the local transit system such as new routes or additional service hours may require additional funding. Improvements or expansions identified in transit service reviews need to be incorporated into BC Transit's Transit Improvement Process, which takes place over the next three fiscal years. When an improvement or expansion project goes into the Transit Improvement Process, BC Transit provides annual costing for the project in a Memorandum of Understanding. Any costs in Year 1 are financial commitments once signed, while any in Years 2 and 3 are shown for planning purposes and are re-evaluated the following year. All expansion initiatives are subject to provincial funding, which is released to BC Transit each February. Further, infrastructure improvements require cost-shared studies which may require additional funding. Additional information on funding arrangements for identified service changes and priorities will be provided to Council when engagement for the 2023 Transit Service Review occurs next year.

NEXT STEPS

Council will be participating in a Transportation Master Planning workshop with engineering staff in September 2022 as part of engagement for the update to the Plan. BC Transit will consult Council for the Transit Service Review in early 2023.

REVIEWED BY

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PowerPoint: Yes ☒ No ☐

Attachments:

1. Transit Network Concept

West Kelowna Transit Network Concept



- Frequent transit route
- Local service routes
- Urban Centres (OCP)
- Neighbourhood Centres (OCP)

Overview

BC Transit is the government agency responsible for facilitating transit service in the City of West Kelowna as part of the Kelowna Regional Transit System. A Transit Service Review for the Kelowna Regional Transit System is scheduled for 2023, which will coincide with updates to the City's Official Community Plan and Transportation Master Plan.

This Transit Network Concept has been developed by City staff and envisions reliable connections between urban and neighbourhood centres as part of the growth concept in the new Official Community Plan. This transit network would not only serve passengers commuting to downtown Kelowna, but also taking local trips within West Kelowna.

This transit network concept is a **concept** in that it serves as a discussion tool to guide transit planning in the City of West Kelowna. Service frequencies, exact routing and scheduling will be coordinated with BC Transit, Westbank First Nation, the Ministry of Transportation and Infrastructure and other local community partners as the Westside grows over time.



Kelowna Regional Transit Facility Strategy Preliminary Report

January 3, 2023



1.0 Objective

The purpose of the Kelowna Regional Transit System Facility Strategy Report is to:

- Provide the Local Government Partners of the Kelowna Regional Transit System with updated information on the Kelowna Regional Transit Operations and Maintenance Facility Strategy
- Obtain the support of Local Government Partners to pursue federal and provincial funding for the refurbishment of the existing Hardy Transit Operations & Maintenance Facility and a planning and design project to advance plans for a new transit operations & maintenance facility at Hollywood Road.

2.0 Background

Transit infrastructure is a critical component of transit systems as infrastructure supports transit service levels and can enhance the customer experience. When investments are made in expanded or improved transit services, corresponding investments in new transit infrastructure is often required, such as customer facilities, expanded operation and maintenance facilities, and transit priority measures.

Transit is identified as a priority transportation mode in the community plans of the Central Okanagan, for which investments in the transit system are a key component. The Transit Future Plan provides a long-term vision for the Kelowna Regional Transit System (KRTS) and a strategy that includes significant transit service level increases, which will require an expanded transit operations and maintenance (O&M) facility. To support both short and long-term investment plans in service levels identified in the Transit Future Plan, it is forecasted that the KRTS fleet could grow from 109 to 230 buses over the next 25 years.

In addition to growing transit service levels, back in 2018 BC Transit announced its Low Carbon Fleet Program that will seek to introduce battery electric buses into the KRTS fleet to align with the Province's Clean BC Plan and support local government's greenhouse gas reduction plans. BC Transit has committed to only acquire heavy-duty electric buses as of 2023 and achieve a 100% zero-emission fleet by 2040.

A key challenge to continue delivering transit service during expected increases in ridership and a transition to a zero-emission fleet is the requirement for expanded infrastructure. The 2012 Central Okanagan Transit Future Plan and the 2018 Transit Future Action Plan identified that the existing O&M facility in the KRTS as insufficient in size and capacity to support fleet growth and battery electric bus rollout. Investment in the expansion of transit infrastructure is necessary to ensure that the KRTS has the opportunity to grow into the future to meet transit needs of the communities the KRTS serves.

Provincial and federal governments have increased funding toward transit infrastructure projects through the Investing in Canadian Infrastructure Program (ICIP), which lowers the share of local government's capital costs in transit investments. This funding has created an opportunity for transit funding partners to invest in significant transit infrastructure projects, including new transit operations and maintenance facilities.

BC Transit has worked with several Local Government Partners across BC to advance transit operation and maintenance facility projects. These projects typically take 4-6 years to plan and implement. As the project advances, more accurate cost estimates and schedules will be developed. Below are the steps that are typically followed to advance projects:

- Coordinated project planning with the KRTS Local Government Partners to advance design concepts and cost estimates
- Project approvals by the KRTS and the BC Transit Board
- Prepare business case and funding application(s)
- Detailed design
- Construction

To develop an O&M facility investment plan, BC Transit and the City of Kelowna completed a 25-year Facility Master Plan which provided several investment scenarios to facilitate anticipated fleet expansion and the introduction of battery electric buses into the system. The development of a facility master plan allows BC Transit and the KRTS to continue the process to secure federal and provincial funding for necessary infrastructure investment.

3.0 Transit Service Expansion and Fleet Growth Forecasts

The current KRTS fleet is comprised of 109 buses that include a mix of heavy-duty (69), medium-duty (5), and light-duty (35) vehicles. The fleet serves the KRTS conventional and handyDART transit services.

The 2012 Central Okanagan Transit Future Plan and subsequent 2018 Transit Future Action Plan have identified the need for the need for 20 additional buses and 50,000 service hours over the next seven years and the long-term vision forecasts a projected fleet of 230 buses, which is through a 3% annual growth rate over the next 25 years.

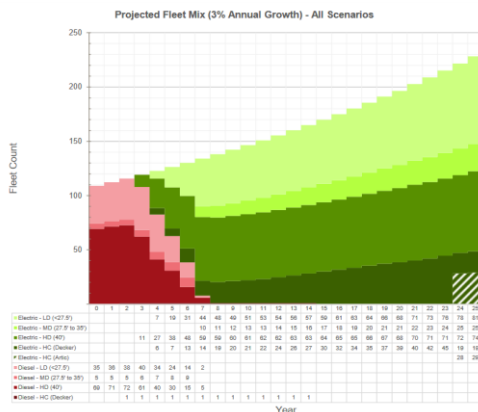
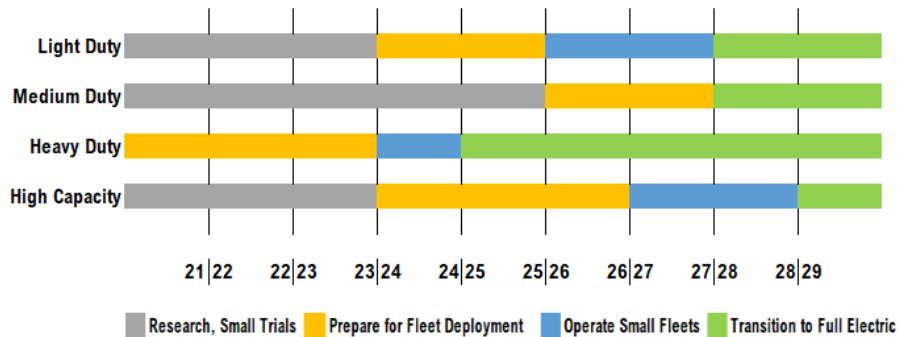


Figure 1: Kelowna Region Fleet Forecast

4.0 Low Carbon Fleet Program

In 2018, BC Transit approved a Low Carbon Fleet program to support provincial targets for reducing greenhouse gas (GHG) emissions and to align with the CleanBC plan. The program will reduce GHG emissions from the transit fleet by over 98% and provide a savings of up to 80% on fueling transit buses. Core to this program is a 10-year fleet replacement strategy to replace over 1,200 existing buses and expand the fleet by an additional 350 buses. The transition is structured around the replacement and expansion needs of the BC Transit fleet and the expected technological readiness of specific bus types to move to electrification (light duty, medium duty, heavy duty, high capacity). BC Transit will be working with Local Government Partners to begin planning for battery electric bus deployments in the 2023/24 fiscal year, subject to availability of federal funding.



2022 Strategy for Low Carbon Fleet Transition to Electrification

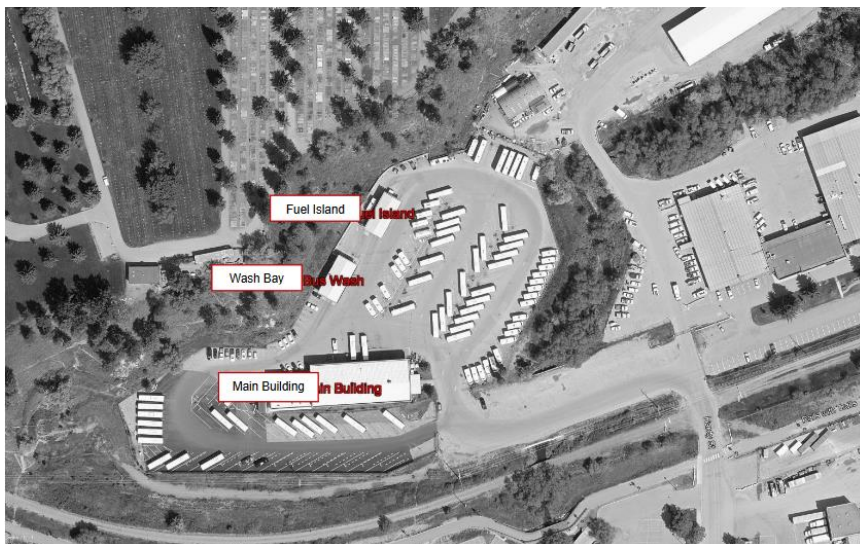
5.0 Existing Transit Facility

The existing KRTS O&M facility is beyond its useful life without additional investment. Located at 1494 Hardy Street, the "Hardy" facility was built by BC Transit in 1998 and was designed to support 70 conventional vehicles. After modifications to accommodate more buses, the O&M facility now supports a fleet of 109 buses, operating far above its original design capacity. The southern portion of the property is required for the future Clement Road extension, which is currently being studied. Future growth is currently limited to 900 transit service hours with no additional buses until a facility solution is provided.

The land for the Hardy O&M facility is owned by the City of Kelowna leased by BC Transit. Both parties agree that it is necessary to extend the operational life of the Hardy facility until the planned

Commented [MC1]: Above it says 109 buses

new Transit Facility is ready for service, and the City of Kelowna has agreed to extend the term of BC Transit's lease to align with the development of the future facility.



Aerial photo of the existing Hardy Transit Facility

6.0 Option Selection

6.1 Property Search

With support from the BC Transit, the City of Kelowna has undertaken a property search for new facility locations over the last six years and assessed twelve potential sites. One viable location was identified at 4690 Hwy 97 (commonly referred to as the "Hollywood Road" property, owing to the name of a planned road going through the area). This location is 40 hectares and is located between downtown Kelowna and the University of British Columbia Okanagan.

The Hollywood Road location provides good access to local transit service areas and supports the cost-effective delivery of transit service. No other properties assessed during the property search meet BC Transit's business needs. For example, a location in West Kelowna was considered, but the distance between the property and the service delivery area (referred to as "deadhead") was excessive. The cost of "deadhead" would exceed any benefit. With forecasted growth in regional transit services, the Hollywood site is capable of housing an operations and maintenance facility that can service up to 230 buses.

When making long-term investments with communities BC Transit has a preference to own or have long-term care and control of lands and facilities for business continuity purposes. Land ownership for BC Transit ensures long-term financial predictability and confidence in making strategic investments, such as the implementation of battery electric buses and avoids capitalization and write-off risks. The Hollywood Road property is currently owned by the City of Kelowna and the parties are discussing BC Transit ownership of the land.

6.2 Master Plan Options

In 2021, BC Transit and the City of Kelowna completed a 25-year Facility Master Plan which provided several investment scenarios to facilitate anticipated expansion and the introduction of battery electric buses into the system. The Master Plan process identified two viable options for the development of an expanded O&M facility:

Option 1 - One Facility Scenario. Retain the Hardy Transit Centre until the lease expiration and phase the construction of a new O&M facility at Hollywood Road for 230 buses, or

Option 2 - Two Facility Scenario. Retain the Hardy Transit Centre and phase the construction of a second facility at Hollywood Road for 150 buses.

In early 2022 the City of Kelowna was successful in their application to remove a 16.2 acre parcel of the 4690 Hwy 97 (Hollywood Road) property from the Agricultural Land Reserve and final steps are being taken to define the area to support construction of a new O&M centre as well as road access and egress. Following this recent ALR exclusion application, BC Transit and the City of Kelowna met in early June to discuss advancing Transit Facility Plans. The City of Kelowna indicated there is a long-term need to expand the adjacent public works facility and extend Clement Road making the Hardy Site not available for long-term transit purposes and Option 1 was selected for advancement. The attributes of this option are as follows:

- Phase the construction of a second facility at Hollywood Road (to accommodate up to 230 buses based on the Master Plan concepts)
- Retain the Hardy Transit Centre (up to 130 buses) until the Hollywood Road Facility is in service

Pursuit of Option 1 will allow for modernization of the current location to support the deployment of battery electric buses 5-7 years earlier and enable modest bus expansion until a second O&M centre is constructed, while also allowing for more direct replacement of diesel buses for electric buses to best support local and provincial low-carbon and GHG emission reduction goals.

6.3 Project Approach

In order to advance Option 1 of the Master Plan, two infrastructure projects are being developed: one to advance the improvements to the Hardy Transit Facility to extend the operational life of the facility and one for the pre-implementation work necessary to further develop designs and cost estimates for a new Transit Facility at Hollywood Road. The scope of the two infrastructure projects are proposed as follows:

Hardy Transit Facility Refurbishment Project

The project is intended to extend the life of the existing facility, support modest service expansion and support the first deployment of battery electric buses in the KRTS. Installation of the bus charging infrastructure for battery electric buses will be integrated and delivered with other facility investments planned at the Hardy Transit Centre. The refurbishment project is budgeted to cost \$4 million inclusive of up to \$285,000 dollars to prepare an ICIP application. The costs of charging equipment infrastructure will be funded separately through vehicle lease fees.

Ultimately, the Hardy Transit Refurbishment Project will consist of:

- Refurbishment of administrative, operations, and maintenance buildings, and requisite operations equipment
- Site improvements and charging equipment to support deployment of up to 40 battery electric buses
- Site improvements to accommodate fleet growth of up to 23 expansion buses

Hollywood Transit Facility Planning and Design Project

The planning and design project for a new facility is being advanced to secure federal funding to support the long-term needs of the Central Okanagan Transit Future Plan. It is expected the costs for a new transit facility will require Provincial and Federal Business Cases and BC Transit will engage Infrastructure BC to support development and delivery of the planning and design project. The planning and design project is estimated to cost \$4 million to prepare a future plan for a funding application.

Ultimately, the Hollywood Transit Facility Planning and Design Project will consist of:

- Advancement of design options, development of Class C cost estimates, confirmation of Transit Facility characteristics and the eligible or ineligible project scope and costs
- Development of an engagement plan for public and Indigenous stakeholders
- Development of a preliminary Transit Facility delivery schedule
- Preparation of a business case and subsequent federal funding application

7.0 Funding and Costs

7.1 Infrastructure Funding

The provincial and federal governments provide funding toward transit infrastructure projects through ICIP, which has created an opportunity for BC Transit and its Local Government Partners to invest in significant transit infrastructure projects, including new transit O&M facilities. BC Transit is working with local governments across BC to develop plans to take advantage of current federal funding programs to keep local government's share of transit infrastructure projects affordable while it is available. Key details include:

- Projects are approved on an application basis with BC Transit developing a business case and making an application to the federal government on behalf of the local government(s)
- Costs eligible for federal funding are shared at 20% KRTS, 40% Province of BC and 40% Government of Canada under the current ICIP
- Property costs and pre-project planning activities are not cost eligible for federal funding. Ineligible costs are shared between the KRTS and BC Transit based on the Parties' current share of Conventional Transit Services (53.31% KRTS / 46.69% BC Transit)
- The program application deadline was originally in 2027 but had been revised and applications under the current program are required at or before March 31, 2023.

A new program is being developed and it is anticipated that the Federal government will continue to provide capital funding for projects but details, including timelines, funding contribution levels and eligibility of project for future programs, are not yet available.



7.2 Local Government Cost-Sharing

Federal funding opportunities can reduce the local government share of construction costs to 20%, which in the KRTS is divided amongst Local Government Partners. Local cost sharing is determined by the total percentage of service hours delivered in each local government jurisdiction. Local revenue sharing is split by the total percentage of ridership (75%) and service hours (25%) in each local government jurisdiction.

The following table describes the cost-sharing arrangement between the Local Government Partners of the KRTS. The table assumes a \$4 million project being cost shared with the local government contribution of 20%.

Local government partners' contributions are not required until the project is in-service. Contributions could be funded through a lease fee that is payable over the life of the asset as a part of the Annual Operating Agreement, or through a one-time contribution. Lease fees start at the in-service date of the project. If the projects do not proceed, the local governments' share of project development costs will be recovered in the Annual Operating Agreement.

	2023 KELOWNA SPLITS (ACTUALS)			
	Conventional	Community Bus	Blended Split	Local Share
Kelowna	82.59%	42.06%	75.67%	\$605,360
West Kelowna	9.69%	32.64%	13.61%	\$108,488
WFN	1.94%	15.50%	4.25%	\$34,000
Lake Country	5.59%	5.41%	5.56%	\$44,480
RDCO	0.20%	0.00%	0.16%	\$1,280
Peachland	0.00%	4.39%	0.75%	\$6,000
Total	100%	100%	100%	\$800,000

8.0 Next Steps

8.1 Steps to ICIP Application

With the support of the local KRTS funding partners BC Transit is in the process of submitting an application to pursue ICIP funding prior to the March 31, 2023 deadline to advance implementation of the Kelowna Regional Transit Facility Strategy. The following activities are underway to support the application including:

- Preliminary design activities
- Engagement of the 6 Local Government Partners

- First Nations Notifications
- Business cases development and approval
- ICIP application on or before March 31st

8.2 Future Steps

It is anticipated that BC Transit will be notified if the parties have a successful ICIP applications for both projects in the spring of 2023. If successful, BC Transit will work with the parties to develop and execute a Project Agreement to formally secure local governments' share of the project costs for the Hardy Transit Centre Refurbishment Project.

As the planning and design project advances for the new transit facility at Hollywood Road, BC Transit will be providing regular updates on the project and develop a plan to secure all parties' support to submit a future funding application for the new facility project. Typically, BC Transit-led planning, design and construction projects in other communities have included:

- Approval of a Project Agreement by funding parties
- Technical advisory committees
- Presentations to Council/Boards within the jurisdiction of the project
- Engagement with First Nations as appropriate
- Active projects include meetings with local stakeholders
- May include the formation of local advisory committees

9.0 Action Item

BC Transit requests letters from the six Local Government Partners providing support for BC Transit to submit two ICIP applications;

- An ICIP application for the Hardy Transit Centre to refurbish the facility and support the implementation of battery electric buses
- An ICIP application for the planning and design of the new Hollywood Transit Centre to complete the pre-implementation work necessary to further develop designs and cost estimates for a future funding application.



2021/22 Annual Performance Summary

KELOWNA REGIONAL TRANSIT SYSTEM



The Annual Performance Summary is a key communication shared with our local government partners. It provides a snapshot of transit investment and performance within your system as compared to previous years, to budget and to peer communities. This information is intended to support local decisions on service priorities and potential investments into service and capital initiatives.

Throughout 2021/22, BC Transit continued to provide safe, reliable transit service through the pandemic and responded to changing transit ridership patterns as British Columbians navigated the return to in-person activities. Transit ridership continued to recover from the pandemic and associated restrictions. Ridership increased gradually in 2021/22, and at the end of the fiscal year, was at approximately 65-70 percent of pre-COVID ridership across BC Transit systems.

Increasing ridership continued to be a large focus for the organization. The Free Transit for Children 12 and Under program was launched in September 2021, offering complimentary bus travel to children in all BC Transit systems and helping create riders for life.

BC Transit also remained focused on other ongoing societal challenges, including climate change, traffic congestion and affordability. In alignment with the CleanBC Roadmap to 2030, BC Transit focused on actions to support mode-shift to public transit and

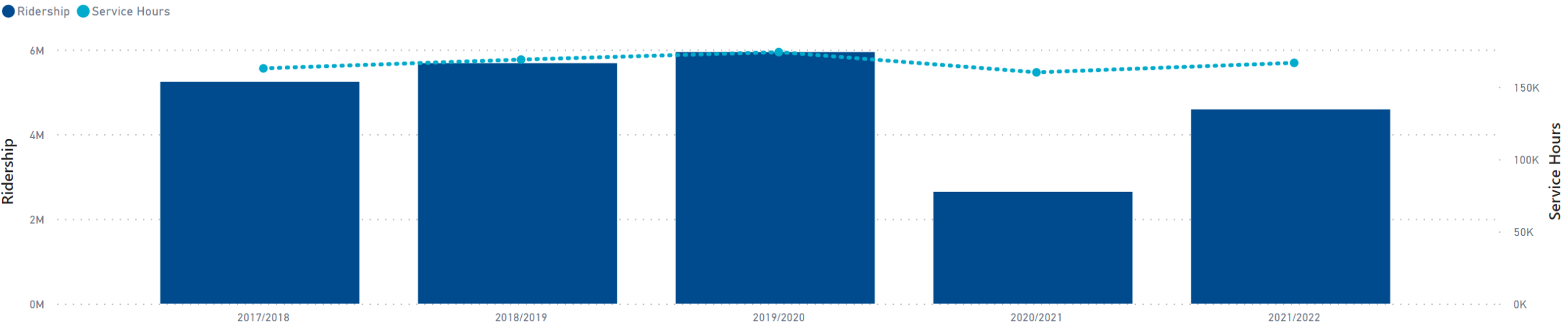
active transportation, identifying opportunities to help increase the share of trips made by walking, cycling and transit to 30 per cent by 2030. The transition to a low carbon bus fleet continued, with 20 new Compressed Natural Gas (CNG) buses added in 2021/22 and the procurement of the first 10 battery electric buses well underway.

BC Transit managed its costs in 2021/22, and continuously pursued opportunities to optimize service levels to meet changing ridership patterns. In 2020/21, the Government of Canada and the Province of B.C. announced the provision of \$1.08 billion in Safe Restart funding, of which BC Transit received \$88.3 million to directly compensate local government partners for fare revenue losses, increased expenses resulting from COVID-19, and motor fuel tax revenue losses for the Victoria Regional Transit System, supporting partners to maintain essential transit service levels in 2021/22. An additional \$28.1 million was provided to BC Transit in 2021/22 to support future service levels.

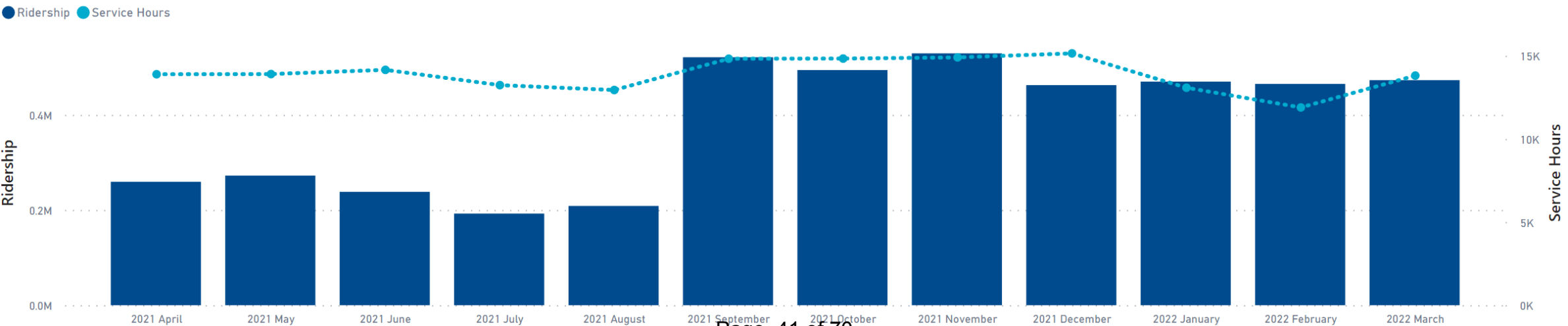
In 2021/22, BC Transit continued to make progress on its key strategic initiatives, as well as worked with local government partners, operating partners and the Province to increase ridership and support the return to in-person school, work and events as well as contribute to the economic recovery of British Columbia.

Fiscal Year	FY20/21		FY21/22					
▲ Group	Actuals	Budgets	Actuals	Budgets	YoY Var (Actuals)	YoY Var (Budgets)	Tier Average FY21/22	Tier Average Var
Local Investment								
Fleet Size	87	87	87	87	0.0%	0.0%	50	73.4%
Service Hours (000)	193.56	194.43	200.73	200.13	3.7%	2.9%	116.60	72.2%
Service Hours per Capita	1.22	1.22	1.26	1.26	3.3%	3.3%	1.91	-34.1%
Total Cost (\$000)	23,530.43	23,832.62	26,427.27	25,575.69	12.3%	7.3%	15,468.64	70.8%
Performance								
Operating Cost Recovery (%)	17.65	18.39	24.77	18.58	40.4%	1.1%	21.61	14.6%
Operating Cost/Passenger Trip (\$)	8.91	9.34	5.76	8.16	-35.4%	-12.6%	6.23	-7.5%
Operating Cost/Service Hour (\$)	121.57	122.57	131.66	127.80	8.3%	4.3%	136.90	-3.8%
Passenger Trips/Service Hour	13.65	13.12	22.85	15.65	67.4%	19.3%	22.35	2.3%
Return on Investment								
Passenger Trips (000)	2,642.33	2,550.38	4,585.81	3,132.82	73.6%	22.8%	2,543.69	80.3%
Passenger Trips per Capita	16.59	16.01	28.80	19.67	73.6%	22.9%	46.82	-38.5%
Revenue/Trip (\$)	1.57	1.72	1.43	1.52	-8.9%	-11.6%	1.33	7.3%
Total Revenue (\$000)	4,152.60	4,381.64	6,546.59	4,752.59	57.7%	8.5%	3,489.42	87.6%

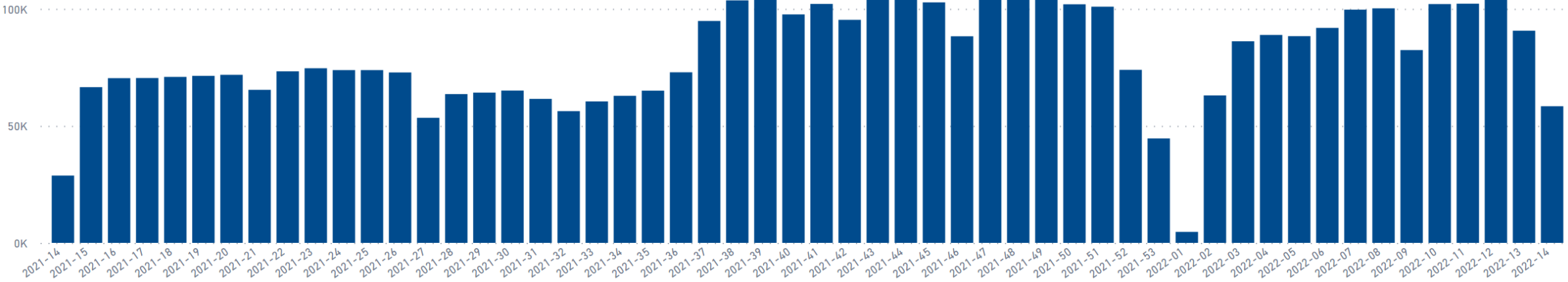
RIDERSHIP AND SERVICE HOURS BY FISCAL YEAR



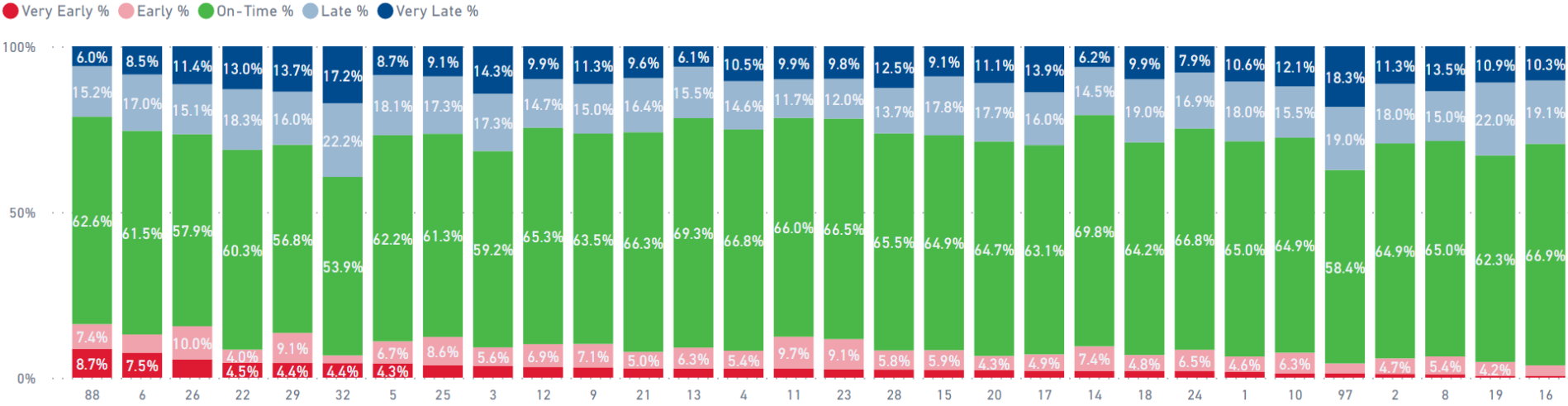
RIDERSHIP AND SERVICE HOURS BY MONTH



AUTOMATIC PASSENGER COUNTER (APC) BOARDINGS BY WEEK OF YEAR



ON-TIME PERFORMANCE BY ROUTE

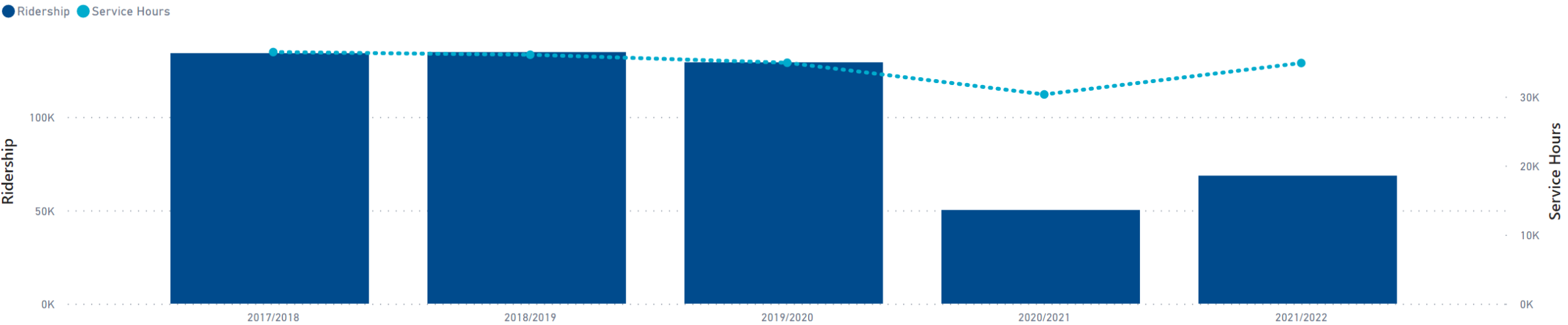


TOTAL APC BOARDINGS BY ROUTE

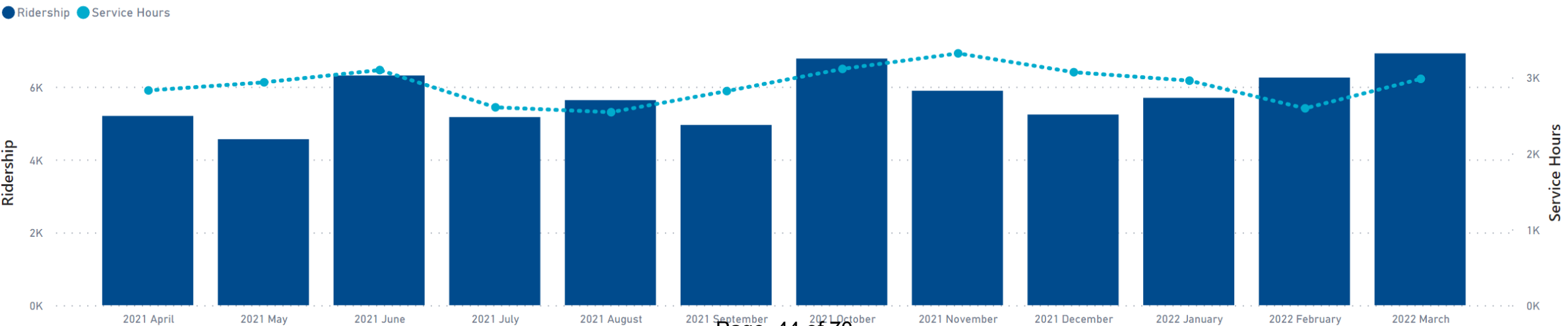
Route	Boardings
97	993,730
8	975,793
10	520,941
11	352,755
1	321,381
23	157,334
5	137,882
19	108,881
6	83,855
17	74,907

Fiscal Year	FY20/21		FY21/22					
▲ Group	Actuals	Budgets	Actuals	Budgets	YoY Var (Actuals)	YoY Var (Budgets)	Tier Average FY21/22	Tier Average Var
Local Investment								
Fleet Size	23	23	23	23	0.0%	0.0%	23	2.2%
Service Hours (000)	30.31	36.60	34.86	36.78	15.0%	0.5%	39.43	-11.6%
Service Hours per Capita	.16	.19	.17	.18	6.3%	-5.3%	.19	-8.9%
Total Cost (\$000)	3,190.49	3,664.10	3,740.75	3,897.93	17.2%	6.4%	4,201.56	-11.0%
Performance								
Operating Cost Recovery (%)	2.61	1.96	2.93	2.43	12.2%	23.9%	3.30	-11.4%
Operating Cost/Passenger Trip (\$)	63.57	71.90	54.55	64.97	-14.2%	-9.6%	51.24	6.5%
Operating Cost/Service Hour (\$)	105.25	100.11	107.29	105.97	1.9%	5.9%	113.84	-5.8%
Passenger Trips/Service Hour	1.66	1.39	1.97	1.63	18.7%	17.3%	2.31	-14.7%
Return on Investment								
Passenger Trips (000)	50.19	50.96	68.57	60	36.6%	17.7%	81.80	-16.2%
Passenger Trips per Capita	.26	.26	.34	.29	30.8%	11.5%	.42	-19.0%
Revenue/Trip (\$)	1.66	1.41	1.60	1.58	-3.6%	12.1%	1.69	-5.0%
Total Revenue (\$000)	83.19	71.94	109.45	94.81	31.6%	31.8%	99.69	9.8%

RIDERSHIP AND SERVICE HOURS BY FISCAL YEAR

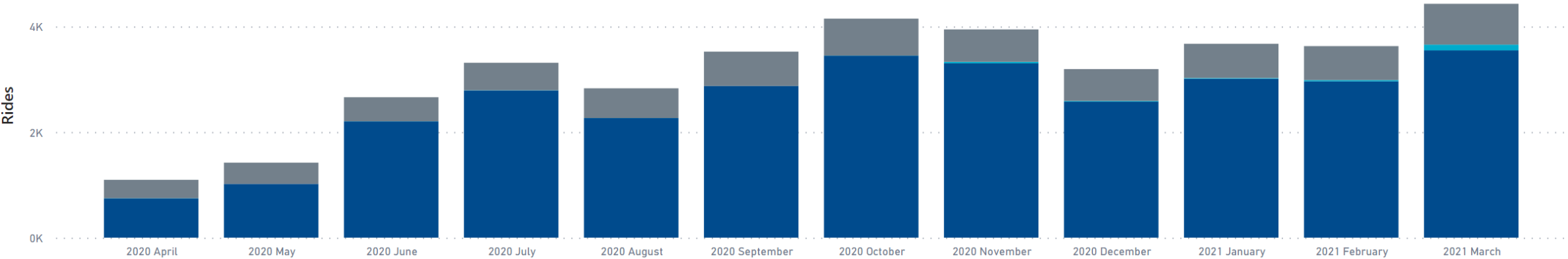


RIDERSHIP AND SERVICE HOURS BY MONTH



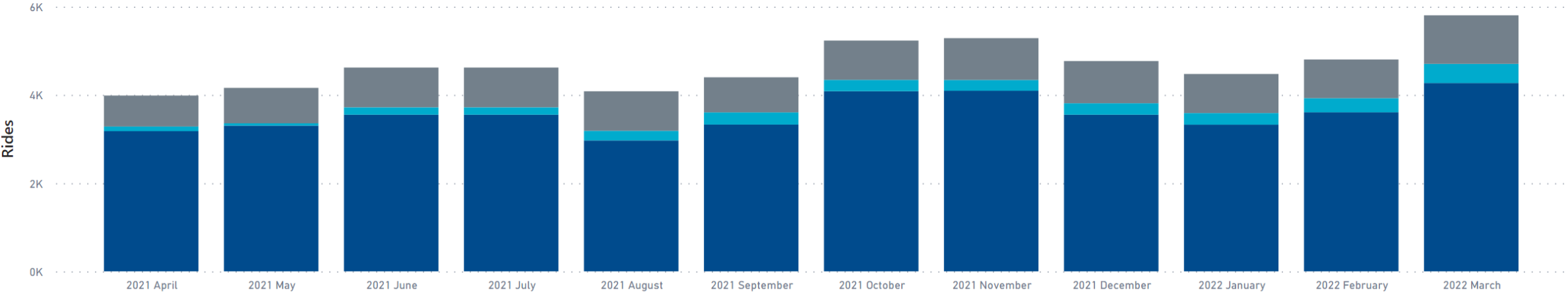
RIDERSHIP AND SERVICE HOURS BY MONTH

Ride Type ● AMBULATORY RIDES ● TAXI SUPPLEMENT ● WHEELCHAIR RIDES



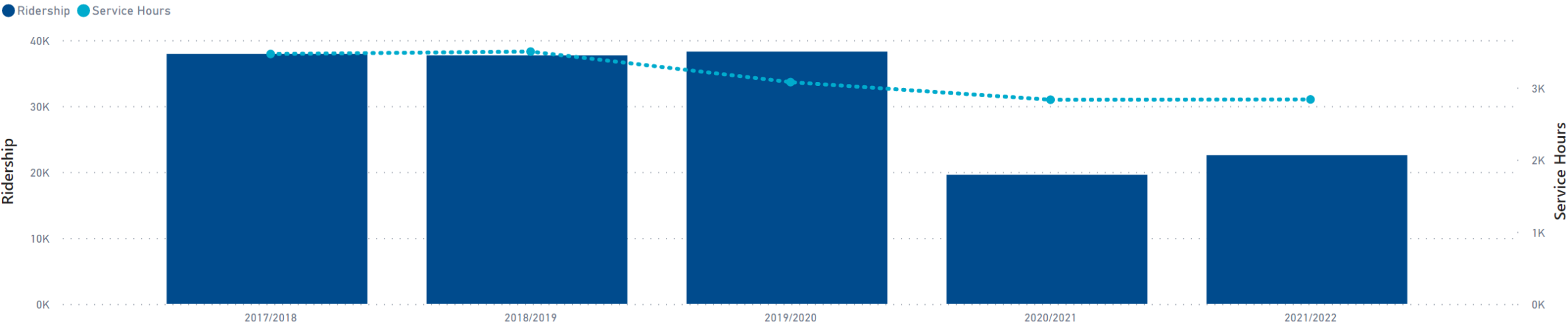
RIDERSHIP AND SERVICE HOURS BY MONTH

Ride Type ● AMBULATORY RIDES ● TAXI SUPPLEMENT ● WHEELCHAIR RIDES

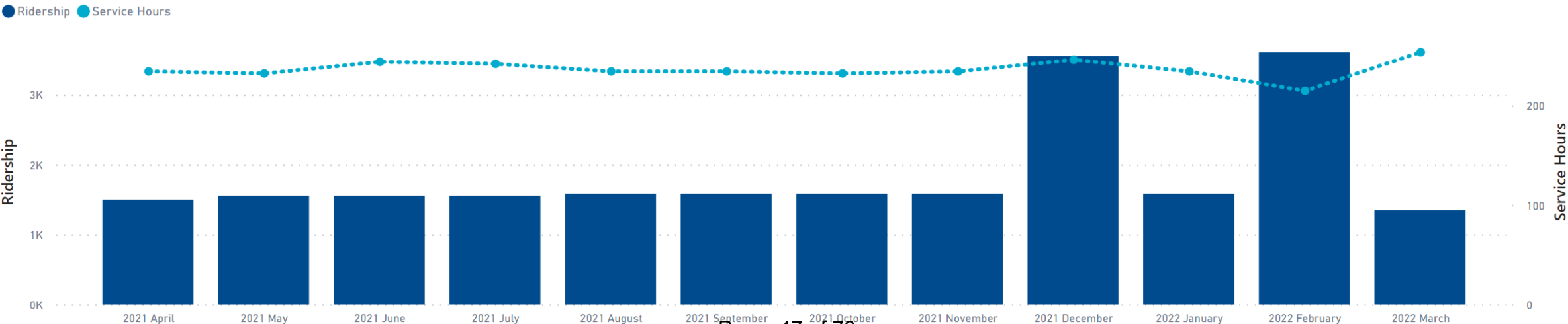


Fiscal Year	FY20/21		FY21/22					
▲ Group	Actuals	Budgets	Actuals	Budgets	YoY Var (Actuals)	YoY Var (Budgets)	Tier Average FY21/22	Tier Average Var
Local Investment								
Fleet Size	1	1	1	1	0.0%	0.0%	4	-71.4%
Service Hours (000)	2.83	2.83	2.84	2.84	0.4%	0.4%	4.84	-41.3%
Total Cost (\$000)	287.46	279.47	310.55	297.80	8.0%	6.6%	578.85	-46.4%
Performance								
Operating Cost Recovery (%)	3.60	3.38	4.49	4.06	24.5%	20.2%	7.89	-43.1%
Operating Cost/Passenger Trip (\$)	14.68	16.04	13.77	13.79	-6.2%	-14.0%	48.26	-71.5%
Operating Cost/Service Hour (\$)	101.49	98.67	109.48	104.98	7.9%	6.4%	123.80	-11.6%
Passenger Trips/Service Hour	6.91	6.15	7.95	7.61	15.1%	23.7%	4.40	80.6%
Return on Investment								
Passenger Trips (000)	19.58	17.43	22.55	21.60	15.2%	23.9%	22.32	1.0%
Revenue/Trip (\$)	.53	.54	.62	.56	17.0%	3.7%	3.88	-84.0%
Total Revenue (\$000)	10.36	9.44	13.94	12.10	34.6%	28.2%	50.61	-72.5%

RIDERSHIP AND SERVICE HOURS BY FISCAL YEAR

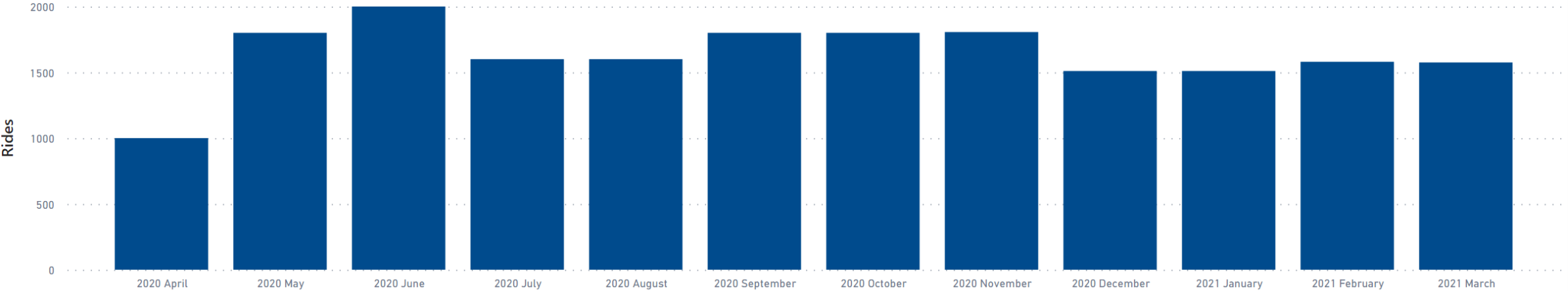


RIDERSHIP AND SERVICE HOURS BY MONTH



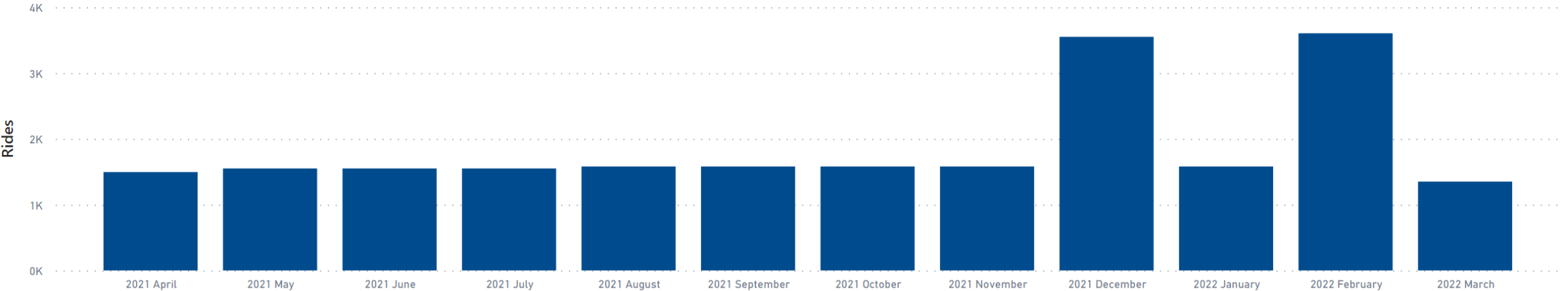
RIDERSHIP AND SERVICE HOURS BY MONTH

Ride Type ● AMBULATORY RIDES



RIDERSHIP AND SERVICE HOURS BY MONTH

Ride Type ● AMBULATORY RIDES



Local Investment

Fleet Size

The total number of transit vehicles providing a given type of service for the year.

Service Hours

Total service hours delivered for the year, including non-productive time such as schedule recovery (layover).

Service Hours Per Capita

Total service hours that vehicles were on the road (excluding deadhead) for the year per the defined population of the area being served by the type of service. For Conventional systems, this is the population that falls within 400m of the fixed route conventional service by line work. For Custom and Paratransit systems, this is the population within the defined limits of service. In systems that do not have defined limits of service, this is the population that falls within the boundaries of the system as described in Schedule A of the AOA.

Total Cost (\$)

Total AOA cost, which includes the local contribution to lease fees (debt service) but not the provincial contribution.

Performance

Operating Cost Per Passenger Trip (\$)

Total cost for the year less the local contribution to lease fees (debt service) per total passenger trips for the year.

Operating Cost Per Service Hour (\$)

Total cost for the year, not including taxi, less the local contribution to lease fees (debt service) per total revenue service hours delivered for the year.

Operating Cost Recovery (%)

Total revenue for a system for the year divided by total cost for the year less the local contribution to lease fees (debt service).

Passenger Trips Per Service Hour

Total passenger trips for the year, not including taxi, per total revenue service hours delivered for the year.

Return on Investment

Passenger Trips

Total passenger trips for the year. An estimated measure of system ridership.

Passenger Trips per Capita

Total passenger trips for the year per the defined population of the area being served by the type of service. For Conventional systems this is the population that falls within 400m of the fixed route conventional service by line work. For Custom and Paratransit systems this is the population within the defined limits of service. In systems that do not have defined limits of service this is the population that falls within the boundaries of the system as described in Schedule A of the Annual Operating Agreement (AOA).

Revenue Per Trip

Total revenue, less advertising revenue, for a system for the year per non-Taxi Saver trips for the year.

Total Revenue (\$)

Total revenue for a system for the year, which include fares (cash, ticket, passes but not including Taxi Saver recoveries) and advertising revenue.

Ridership and Service Hours

Ridership

The total number of passenger trips in a given fiscal year. One passenger trip is one trip in a single direction on one or more buses.

Service Hours

Total service hours delivered including non-productive time such as schedule recovery (layover).

APC Boardings by Week of Year*

This is the total number of individual times a passenger boards a transit bus. This data is derived from Automated Passenger Counters (APCs) and employs an algorithm to calculate total projected boardings in a time period. APC data provides useful granular data for route and service level analysis.

On-Time Performance by Route

Very Early - Proportion of trips that are more than 3 min early

Early - Proportion of trips that are between 1 and 3 min early

On Time - Proportion of trips that are between 1 min early and 3 min late

Late - Proportion of trips that are between 3 & 6 min late

Very Late - Proportion of trips that are more than 6 min late

Paratransit/Custom Transit Ridership

Ambulatory

Total number of delivered trips on handyDART or paratransit system to passengers that walk on to the bus.

Taxi Supplement (if applicable)

Total number of trips in a custom system dispatched to taxi companies.

Wheelchair

Total number of delivered trips on handyDART or paratransit system to passengers that use a wheelchair or scooter on the bus.



COUNCIL REPORT

To: Paul Gipps, CAO

Date: January 24, 2023

From: Cam Graham, Planner I

File No: LUCA 22-01

Subject: **LUCA 22-01; Land Use Contract Discharge; (Post Public Hearing Options Report) 753 Lindsay Court**

Background

Council may consider the options listed below in accordance with the City's Post Public Hearing Procedure.

Should additional conditions or requirements be identified following the Public Hearing, it is recommended the application is postponed accordingly.

OPTION FOR COUNCIL'S CONSIDERATION

Option 1: Give Third Reading and Adopt

THAT Council consider and resolve to give third reading and adopt City of West Kelowna Land Use Contract Discharge Bylaw No. 0302, 2022.

This option is recommended by staff.

Option 2: Postpone Consideration

THAT Council consider and resolve to postpone consideration of the proposed land use contract discharge.

Further direction to staff on how to proceed would be required.

Option 3: Deny Application

THAT Council consider and resolve to rescind first and second readings of LUCA 22-01 and abandon the Land use contract discharge; and

THAT Council consider and resolve to direct staff to close the file (LUCA 22-01).

Should Council deny the proposed amendment bylaws, the application will be closed in accordance with the Development Applications Procedures Bylaw No. 0260. Council shall not reconsider an application of this nature for the property for a period of six months.

REVIEWED BY

Chris Oliver, Planning Supervisor

Brent Magnan, Director of Development Approvals

Corinne Boback, Legislative Services Manager / Corporate Officer

APPROVED FOR THE AGENDA BY

Paul Gipps, CAO

Powerpoint: Yes ☐ No ☒

Attachments:

1. B0302 To discharge Land Use Contract No. 183

CITY OF WEST KELOWNA

BYLAW NO. 0302

A BYLAW TO DISCHARGE “LAND USE CONTRACT NO. 183”

WHEREAS the Council of the City of West Kelowna, pursuant to the *Local Government Act*, may discharge a land use contract that is entered into and registered in a land title office subject to the terms and conditions therein set out;

THEREFORE BE IT RESOLVED that the Council of the City of West Kelowna in open meeting assembled, hereby enacts as follows:

1. Title

This Bylaw may be cited as the “CITY OF WEST KELOWNA LAND USE CONTRACT DISCHARGE BYLAW NO. 302, 2022.”

2. Discharge

2.1 “Land Use Contract No. 183” is hereby discharged in its entirety (charge number M72284) and Amendment (charge number R12557) from Lot 1, DL 2689, ODYD, Plan 29101 (PID: 004-413-628), as shown on Schedule ‘A’, attached to and forming part of this bylaw.

READ A FIRST AND SECOND TIME THIS 13TH DAY OF DECEMBER, 2022

PUBLIC HEARING HELD THIS XX DAY OF XXX, 2022

READ A THIRD TIME AND ADOPTED BY 2/3 OF COUNCIL THIS XXX DAY OF XXX, 2022

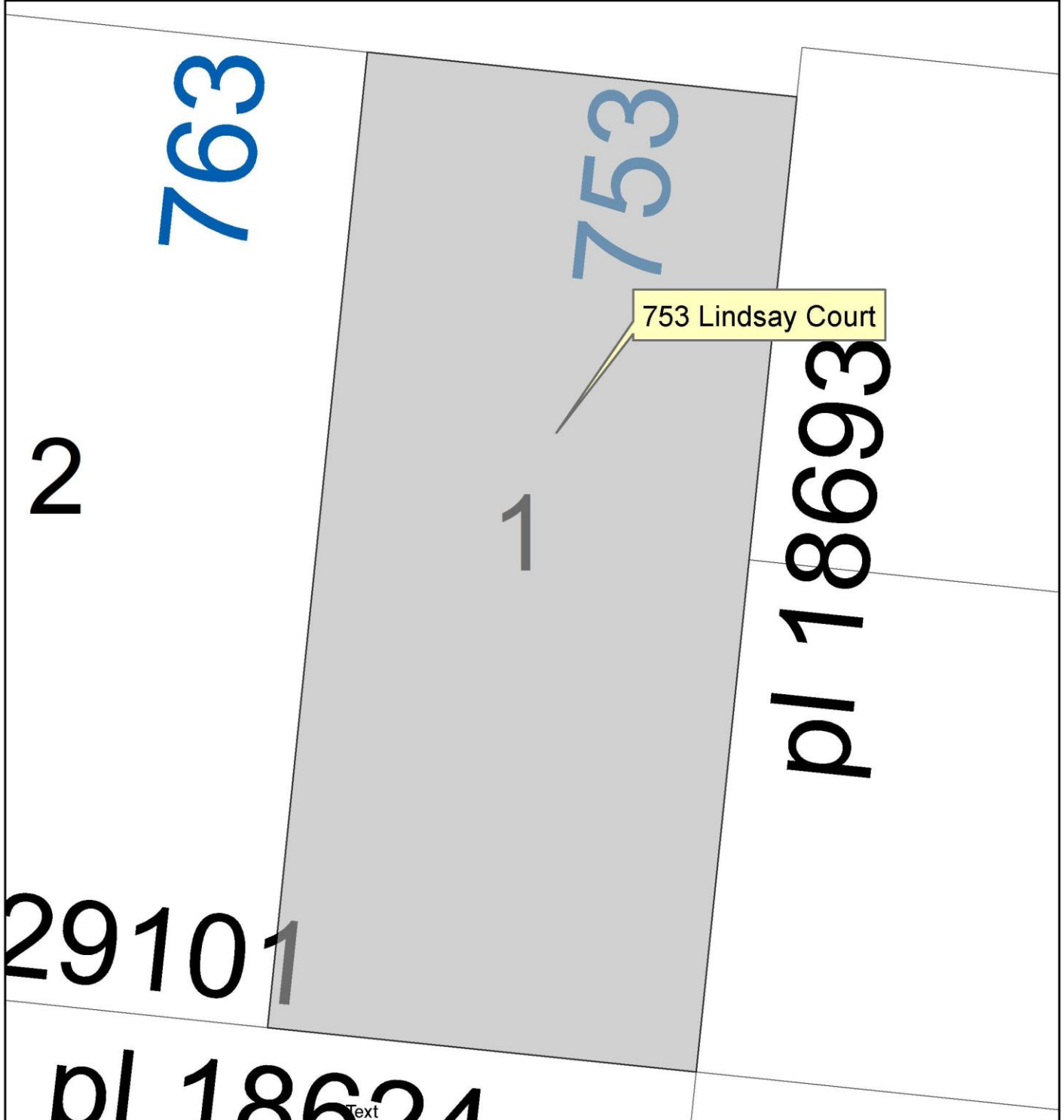
MAYOR

CORPORATE OFFICER



SCHEDULE 'A' of BYLAW NO. 0302

Date: 2022-11-24



File: LUCA 22-01

Legal Description: Lot 1, DL 2689, ODYD, Plan 29101

Path:

Subject Property Zoning Boundary Parcels

0 4.25 8.5 17 Metres





COUNCIL REPORT

To: Paul Gipps, CAO

Date: January 24, 2023

From: Yvonne Mitchell, Planner II

File No: Z 22-02

Subject: **Z 22-02; Zoning Bylaw Amendment No. 0265.09 (Post Public Hearing Options Report); 3746A Wetton Road**

Background

Council may consider the options listed below in accordance with the City's Post Public Hearing Procedure authorized under Resolution No. C195/21.

Should additional conditions or requirements be identified following the Public Hearing, it is recommended the application is postponed accordingly.

OPTION FOR COUNCIL'S CONSIDERATION

Option 1: Give Third Reading as Amended

THAT Council consider and resolve to give third reading as amended to City of West Kelowna Zoning Amendment Bylaw No. 0265.09, 2022; and

THAT Council consider and resolve to direct staff to schedule the bylaw for consideration of adoption following approval of the bylaw by the Ministry of Transportation and Infrastructure.

This option is recommended.

Option 2: Postpone Consideration

THAT Council consider and resolve to postpone third reading as amended of City of West Kelowna Zoning Amendment Bylaw No. 0265.09, 2022; and

THAT Council consider and resolve direct staff to schedule the bylaw for consideration of third reading as amended following additional analysis and discussion on the works as requested by BC Transit.

Option 3: Deny Application

THAT Council consider and resolve to rescind first and second readings of City of West Kelowna Zoning Amendment Bylaw No. 0265.09, 2022 and abandon the bylaw; and

THAT Council consider and resolve direct staff to close the file (Z 22-02).

Should Council deny the proposed amendment bylaws, the application will be closed in accordance with the Development Applications Procedures Bylaw No. 0260. Council shall not reconsider an application of this nature for the property for a period of six months.

REVIEWED BY

Chris Oliver, Planning Supervisor

Brent Magnan, Director of Development Approvals

Corinne Boback, Legislative Services Manager / Corporate Officer

APPROVED FOR THE AGENDA BY

Paul Gipps, CAO

Powerpoint: Yes ☐ No ☒

Attachments:

1. Zoning Amendment Bylaw No. 0265.09

CITY OF WEST KELOWNA

BYLAW NO. 0265.09

A BYLAW TO AMEND "ZONING BYLAW NO. 0265"

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0265" under the provisions of the *Local Government Act*.

THEREFORE BE IT RESOLVED that the Council of the City of West Kelowna, in open meeting assembled, hereby enacts as follows:

1. Title

This Bylaw may be cited as "CITY OF WEST KELOWNA ZONING AMENDMENT BYLAW NO. 0265.09, 2022".

2. Amendments

"Zoning Bylaw No. 0265" is hereby amended as follows:

2.1 By adding the following to S. 10.10.4 Site Specific Uses, Buildings and Structures:

- (f) On Lot A District Lots 5059 and 5069 Osoyoos Division Yale District Plan EPP69264 (3746A Wetton Road): 0.95 FAR, as indicated on Schedule 'A' and forming part of this bylaw.

2.2 By depicting the change on "Zoning Bylaw No. 0265 Schedule B" (Zoning Bylaw Map).

READ A FIRST AND SECOND TIME THIS 13TH DAY OF DECEMBER, 2022
PUBLIC HEARING HELD
READ A THIRD TIME
ADOPTED

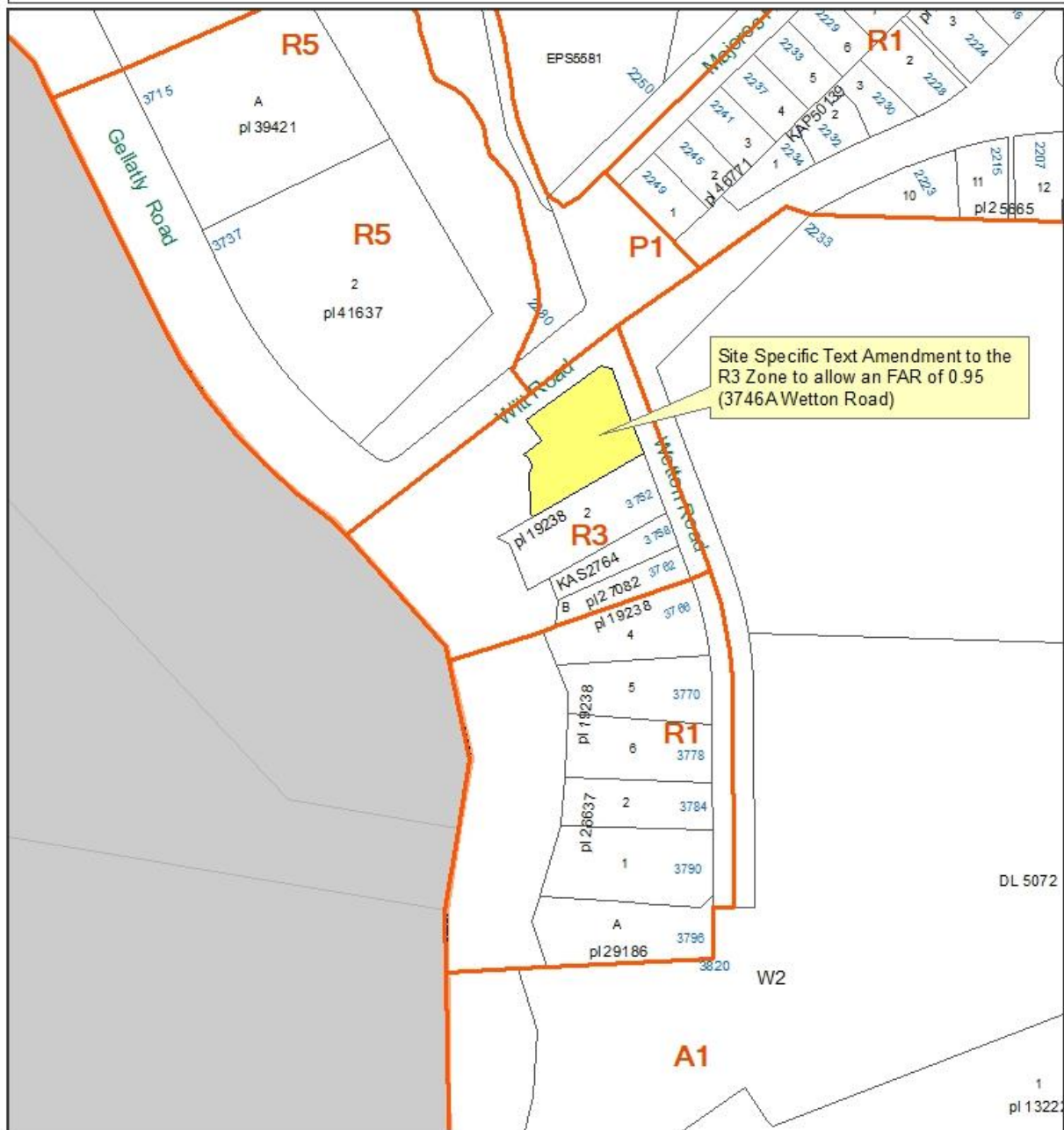
MAYOR

CORPORATE OFFICER



CITY OF
WEST
KELOWNA

SCHEDULE 'A' of BYLAW NO. 0265.09



LEGEND

- Subject Property
- Zoning Boundary
- Parcels

0 25 50 100 150 Meters

1:2,500



Date: 2022-11-04



COUNCIL REPORT

To: Paul Gipps, CAO

Date: January 24, 2023

From: Yvonne Mitchell, Planner II

File No: Z 22-13

Subject: **Z 22-13; Zoning Bylaw Amendment No. 0265.11; 3858 Angus Drive**

RECOMMENDATION

THAT Council consider and resolve to give first and second reading to Zoning Bylaw Amendment No. 0265.11; and

THAT Council consider and resolve to direct staff to schedule a Public Hearing regarding the proposed zoning amendment.

STRATEGIC AREA(S) OF FOCUS

Economic Growth and Prosperity – We will work with our partners on the Westside and throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.

BACKGROUND

The subject property is located in the Goats Peak/Gellatly neighbourhood. The large 0.2 hectare parcel is currently developed with a single detached dwelling.

PROPERTY DETAILS			
Address		3858 Angus Drive	
PID		029-627-451	
Folio		36415530.004	
Lot Size		2318.85 m2	
Owner	Sons Angus Holdings Inc.	Agent	Simplex Home Design Ltd.
Current Zoning	Single Detached Residential Zone (R1)	Proposed Zoning	Duplex Residential Zone (R2)
Current OCP	Single Family Residential	Proposed OCP	N/A
Current Use	Single Detached Dwelling	Proposed Use	Duplex

Development Permit Areas Hillside, Sensitive Terrestrial

ADJACENT ZONING & LAND USES

North	^	Westbank First Nation
East	>	Single Detached Residential Zone (R1)
West	<	Single Detached Residential Zone (R1)
South	v	Single Detached Residential Zone (R1)

NEIGHBOURHOOD MAP



PROPERTY MAP



Legislative Requirements

Council has the authority under s.479 of the *Local Government Act* to amend the Zoning Bylaw.

Proposal

This application is for a rezoning from Single Detached Residential Zone (R1) to Duplex Residential Zone (R2). The applicant has indicated they have applied for this rezoning to build a duplex.

Applicant's Rationale

The applicant has provided a rationale for the proposal (Attachment 2).

DISCUSSION

Policy and Bylaw Review

Official Community Plan Bylaw No. 0100

Land Use Designation

The Land Use Designation for the subject property is Single Family Residential (SFR). This Land Use Designation includes a variety of built forms, including:

- Single detached and carriage houses;
- Duplex; and
- Compact or clustered single-detached housing, including manufactured homes.

The purpose is to provide traditional single family housing opportunities and encourage more land efficient compact housing forms for families. The proposed rezoning is consistent with the Single Family Residential Land Use Designation. The OCP also includes policy support for infill development as a means of efficient use of existing infrastructure, and housing development is appropriate and sensitive to surrounding uses.



Figure 1 – Land Use Designation Map. Subject property shown in red dashed lines.

Development Permit Areas

Unless future development qualifies for exemptions under the Official Community Plan, a Hillside, and Sensitive Terrestrial Development Permit will be required.

Zoning Bylaw No. 0265

The Single Detached Residential Zone (R1) only permits a single detached dwelling as a principle use. Accessory uses in the R1 zone include a secondary suite or carriage house. It appears the subject property would be able to accommodate a carriage house in addition to the existing single detached dwelling.

The Duplex Residential Zone (R2) permits either a duplex or a single detached dwelling as the principle use. Accessory uses in the R2 Zone are more limited, and height and setback requirements are the same as in the R1 zone. The parcel does not meet the larger minimum frontage requirement in the R2 zone and therefore cannot be subdivided into multiple R2 lots after rezoning. A comparison of the R1 and R2 Zones is provided in the table below:

Regulation	R1 Zone	R2 Zone
Permitted Principle Uses	<ul style="list-style-type: none">• Single detached dwelling	<ul style="list-style-type: none">• Duplex• Single detached dwelling
Permitted Secondary Uses	<ul style="list-style-type: none">• Accessory uses, buildings and structures• Care facility, minor• Home based business, major• Bed and breakfast• Carriage House• Secondary suite• Short term accommodation	<ul style="list-style-type: none">• Accessory uses, buildings and structures• Care facility, minor• Home based business, major
Minimum Parcel Area	<ul style="list-style-type: none">• 550 m² (5,920.2 ft²)	<ul style="list-style-type: none">• 800 m² (8,611.1 ft²)
Minimum Parcel Frontage	<ul style="list-style-type: none">• 16.0 m	<ul style="list-style-type: none">• 18.0 m
Density	<ul style="list-style-type: none">• Single detached dwelling - 1 per parcel• Secondary suite and carriage house - only 1 secondary suite or 1 carriage house per parcel	<ul style="list-style-type: none">• Duplex and single detached dwelling - only 1 duplex, or only 1 single detached dwelling per parcel
Maximum Height	<ul style="list-style-type: none">• Single detached dwelling 10.0 m (32.8 ft) to a maximum of 3 storeys• Accessory buildings and structures 5.0 m (16.4 ft)	<ul style="list-style-type: none">• 10.0 m (32.8 ft) to a maximum of 3 storeys except it is 5.0 m (16.4 ft) for accessory buildings and structures

	<ul style="list-style-type: none"> • Carriage house 7.0 m (23.0 ft) 	
Front Setbacks	<ul style="list-style-type: none"> • 4.5 m (14.8 ft) • 6.0 m (19.7 ft) for a garage or carport having vehicular entry from the front • 4.5 m (14.8 ft) for a garage or carport having vehicular entry from the front provided that a minimum of 6.2 m (20.3 ft) is maintained from back of curb or edge of sidewalk 	Same as R1 Zone
Rear Setback	<ul style="list-style-type: none"> • 3.0 m (9.8 ft) 	Same as R1 Zone
Interior Setback	<ul style="list-style-type: none"> • 1.5 m (4.9 ft) except it is 3.0 m (9.8 ft) from a private access easement 	Same as R1 Zone
Exterior Setback	<ul style="list-style-type: none"> • 4.5 m (14.8 ft) except it is 6.0 m (19.7 ft) for a garage or carport having vehicular entry from the exterior side 	Same as R1 Zone

Most of the surrounding neighborhood is zoned R1. These parcels are developed with single detached dwellings. There is an existing R2 zoned parcel located further down Angus Drive (See Figure 2). This parcel is developed with a Duplex.



Figure 2 – Zoning Map. Subject property shown in red dashed lines.

Referral Comments

The application was referred to various external agencies and internal departments. The referral comments received did not include any objections to the application.

Westbank First Nation

Westbank First Nation has provided conditional approval for this project provided the City of West Kelowna meet the following condition - set up an Archaeology Assessment. Staff have contacted Westbank First Nation to set up an Archaeology Assessment and are awaiting a response at the time of writing this report.

Advisory Planning Commission (APC)

The APC considered the application on November 16, 2022, and carried the following motion:

“THAT the Advisory Planning Commission recommend support for file Z 22-13, Zoning Bylaw Amendment, 3858 Angus Drive.”

Discussion amongst the APC members included that there is a large lot size to accommodate densification.

Public Notification

A notification sign has been posted on the subject property in accordance with Development Application Procedures Bylaw No. 0260, 2018. No comments have been received at the time of writing this report. Should this application proceed to Public Hearing, additional notification by mail and advertisement in the local newspaper is required under the *Local Government Act*.

CONCLUSION

The proposed rezoning from R1 to R2 is consistent with the Single Family Residential Land Use Designation in the Official Community Plan, which includes the built form of duplex. The proposal also aligns with the purpose of the SFR LUD, which includes encouraging more land-efficient compact housing forms for families. There is an existing R2 zoned property with a duplex in the neighbourhood. The subject property is a large 0.2 hectare lot that can accommodate densification, and the proposal was supported by the Advisory Planning Commission.

Alternate Resolutions:

1. **THAT** Council consider and resolve to postpone first and second reading of Zoning Amendment Bylaw No. 0265.11, 2022.

Should Council postpone consideration of the proposed amendment bylaw, further direction to staff on how to proceed is requested.

2. **THAT** Council consider and resolve to deny Zoning Amendment Bylaw No. 0265.11, 2022.

Should Council deny the proposed amendment bylaw, the applicant may not apply for a similar application for a period of six (6) months in accordance with Development Applications Procedures Bylaw No. 0260, 2018.

REVIEWED BY

Chris Oliver, Planning Supervisor

Brent Magnan, Director of Development Approvals

Corinne Boback, Legislative Services Manager / Corporate Officer

APPROVED FOR THE AGENDA BY

Paul Gipps, CAO

Powerpoint: Yes ☒ No ☐

Attachments:

1. Zoning Amendment Bylaw, No. 0265.11, 2022
2. Applicant's Rationale
3. Conceptual Site Plan

CITY OF WEST KELOWNA

BYLAW NO. 0265.11

A BYLAW TO AMEND "ZONING BYLAW NO. 0265"

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0265" under the provisions of the *Local Government Act*.

THEREFORE BE IT RESOLVED that the Council of the City of West Kelowna, in open meeting assembled, hereby enacts as follows:

1. Title

This Bylaw may be cited as "CITY OF WEST KELOWNA ZONING AMENDMENT BYLAW NO. 0265.11, 2022".

2. Amendments

"Zoning Bylaw No. 0265" is hereby amended as follows:

- 2.1 By changing the zoning on Lot B District Lot 5074 Osoyoos Division Yale District Plan EPP48160 (3858 Angus Drive) as shown on Schedule 'A' attached to and forming part of this bylaw from Single Detached Residential Zone (R1) to Duplex Residential Zone (R2).
- 2.2 By depicting the change on "Zoning Bylaw No. 0265 Schedule B" (Zoning Bylaw Map).

READ A FIRST TIME
READ A SECOND TIME
PUBLIC HEARING HELD
READ A THIRD TIME
ADOPTED

MAYOR

CORPORATE OFFICER



CITY OF
WEST
KELOWNA

SCHEDULE 'A' of BYLAW NO. 0265.11



LEGEND

- Subject Property
- Zoning Boundary
- Parcels

0 25 50 100 150 Meters

1:2,500



Date: 2023-01-10

Design Rationale

3858 Angus Drive, West Kelowna, BC



December 9, 2022

c/o SONS Holdings Kelowna Inc.

Design Rationale for 3858 Angus Drive, Kelowna, BC

1. Introduction

We are proposing to construct a two family dwelling on the above noted address and are seeking a rezoning from R1 to an R2 zone. The subject property faces South, one street North of Gellatly Road; it has an immense view of the Okanagan Lake. The property is over 20,000 square feet which allows for a fairly sizable single family dwelling currently. There are large single estates west of our subject property, which we are refraining from continuing.

Given the current inflation and lack of affordability; we would prefer to provide more affordable housing and livable units for small emerging families. Our target is to provide a tighter knit community with interactive common courtyards for the duplex units. Furthermore, we would like to create a streetscape with a new refreshed take on the façades optimizing livability, natural light, and view corridors. The architectural features will be derived from elements such as; roof pitches, window styles, door styles, massing, and volume.

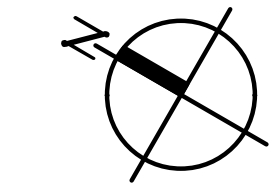
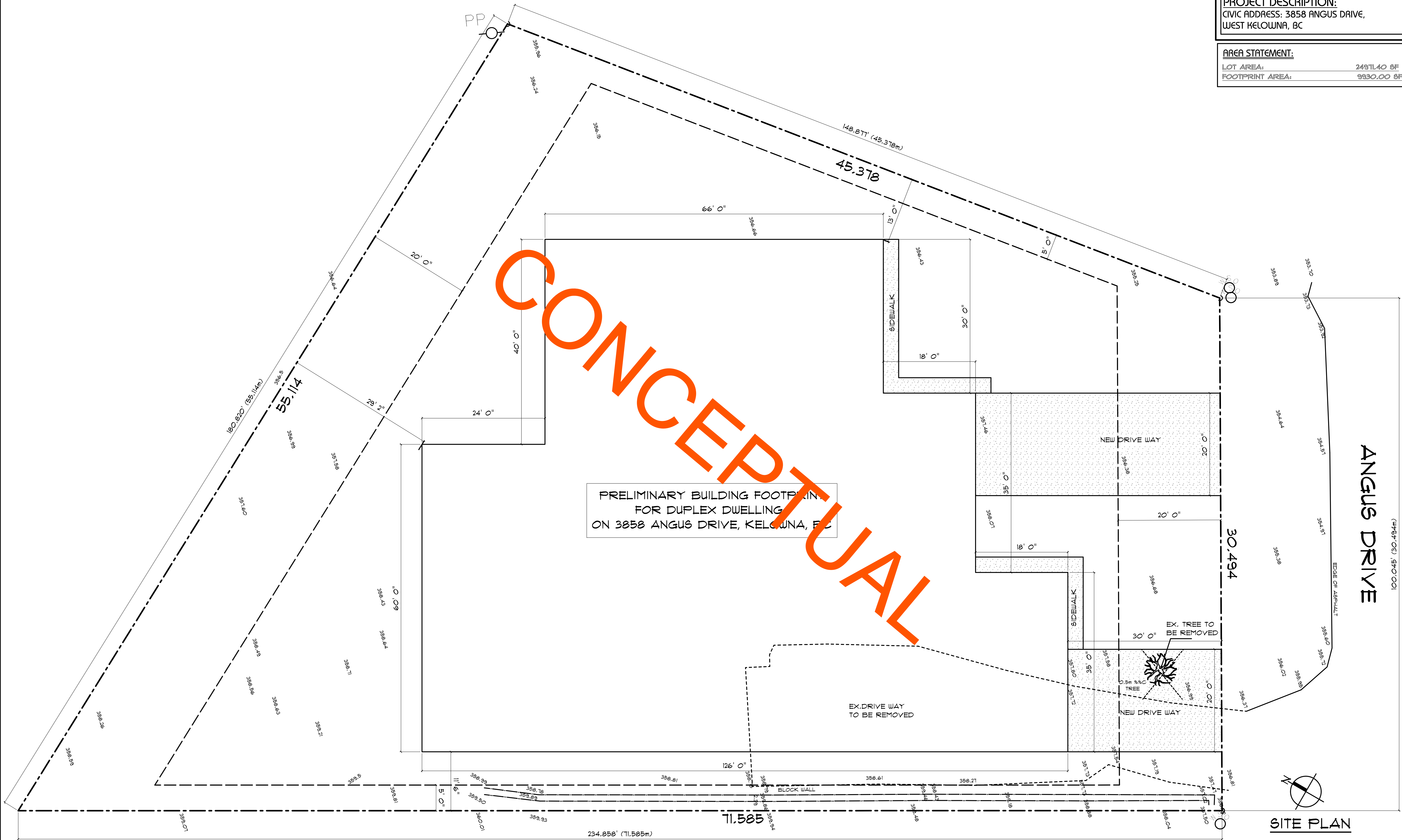
There is green space to the North of the subject property and we would not interfere with any disruption to that parcel. The topography to the North is quite a bit higher than our property, so the views and disruption would not be a concern.

We hope to seek a successful rezoning for our subject parcel in order to provide more affordable and livable housing units.

PROJECT DESCRIPTION:
CIVIC ADDRESS: 3858 ANGUS DRIVE,
WEST KELOWNA, BC

AREA STATEMENT:

LOT AREA: 24971.40 SF
FOOTPRINT AREA: 9930.00 SF



SITE PLAN

PROPOSED DUPLEX DWELLING FOR SONS ON
3858 ANGUS DRIVE, WEST KELOWNA, BC

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SCALE: AS SHOWN
DATE: SEPTEMBER 15, 2022

PLAN: 18-20-22
DRAWN: IMS

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