



**CITY OF WEST KELOWNA  
COMMITTEE OF THE WHOLE AGENDA**

Tuesday, November 17, 2020, 3:00 P.M.

COUNCIL CHAMBERS

2760 CAMERON ROAD, WEST KELOWNA, BC

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**Pages**

**1. CALL THE COMMITTEE OF THE WHOLE 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. In accordance with COVID-19 protocols, a viewing area that will accommodate three members of the public is available on a first come first serve basis. 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**

- 4.1. Minutes of the Committee of the Whole Meeting held June 16, 2020 in the City of West Kelowna Council Chambers**

**3**

**5. MAYOR AND COUNCILLOR'S REPORTS**

**6. PRESENTATIONS:**

- 6.1. Mariah VanZerr, Strategic Transportation Planning Manager, City of Kelowna, Rafael Villarreal, Administrator/Department Manager, City of Kelowna, and Stephen Power, Lead Consultant Regional Transportation Plan, HDR**

**7**

Final Regional Transportation Plan

- 6.2. Meg Bjordal, WildSafeBC**

**33**

WildSafeBC Okanagan Westside 2020 Program Summary

**7. UNFINISHED BUSINESS**

**8. DIVISION REPORTS**

**8.1. CHIEF ADMINISTRATIVE OFFICER**

**8.2. DEVELOPMENT SERVICES**

**8.3. ENGINEERING / PUBLIC WORKS / PARKS**

**8.3.1. Road DCC and Pedestrian Improvement Program Update 41**

Information Report from the Design and Inspection Technician

**8.4. FIRE RESCUE SERVICES**

**8.5. CORPORATE INITIATIVES**

**8.6. FINANCIAL SERVICES / RECREATION AND CULTURE**

**8.6.1. COVID-19 Update – Recreational Facilities 54**

Information Report from the Facilities and Recreation Manager

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**

**11. ADJOURNMENT OF THE COMMITTEE OF THE WHOLE**

The next Council meeting is scheduled for 6:00 p.m., Tuesday, November 24, 2020.



**CITY OF WEST KELOWNA**  
**MINUTES OF THE COMMITTEE OF THE WHOLE**

Tuesday, June 16, 2020  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Stephen Johnston (Chair)  
Councillor Carol Zanon

MEMBERS ABSENT: Councillor Jason Friesen  
Councillor Jayson Zilkie

Staff Present: Paul Gipps, CAO  
Allen Fillion, Director of Engineering / Public Works  
Sandy Webster, Director of Corporate Initiatives  
Mark Koch, Director of Development Services  
Shelley Schnitzler, Legislative Services Manager  
Brandon Mayne, Help Desk Assistant

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**1. CALL THE COMMITTEE OF THE WHOLE TO ORDER**

The meeting was called to order at 3:14 p.m.

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

In response to the Provincial Health Officer and the Province of BC Ministerial Order No. M139, the Council meeting space was not open to the public. However, Council invited certain representatives to present at the meeting. The meeting was available to the public via a live webcast which is archived on the City's website.

**2. INTRODUCTION OF LATE ITEMS**

**2.1 Rise and Report from the June 9, 2020 In Camera meeting (Item 5.1)**

**2.2 Update on a Future Public Hearing meeting (Item 5.2)**

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. COW001-20

**THAT** the agenda be adopted as amended.

CARRIED UNANIMOUSLY

#### **4. ADOPTION OF MINUTES**

##### **4.1 Minutes of the Committee of the Whole Meeting held Tuesday, November 19, 2019 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. COW002-20

**THAT** the minutes of the Committee of the Whole Meeting held Tuesday, November 19, 2019 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

#### **5. MAYOR AND COUNCILLOR'S REPORTS**

##### **5.1 Rise and Report from the June 9, 2020 In Camera Council Meeting**

At the June 9, 2020 In Camera Council Meeting, Council passed the following resolution:

**"THAT** Council consider and resolve to direct staff to create a new exempt position that will support the City of West Kelowna's oversight of Police Services."

Police Services is the City's single largest department expense. This position will work with the RCMP as a partner to continue delivering high quality police services to the residents of West Kelowna.

##### **5.2 Update on a Future Public Hearing Meeting**

The CAO advised that a Public Hearing will be held Tuesday, July 21, 2020 for the proposed Smith Creek Development.

#### **6. PRESENTATIONS**

##### **6.1 Anna Warwick Sears, Executive Director, and James Littley, Operations and Grants Manager, Okanagan Basin Water Board**

Anna Warwick Sears and James Littley provided an overview on the Okanagan Basin Water Board including Water Monitoring, Conservation, Mapping, Mussels, and Water Milfoil.



**6.2 Trevor Moss, CEO, Central Okanagan Food Bank**

Trevor Moss provided an update on the Central Okanagan Food Bank operations, statistics and programs.

Meeting adjourned at 4:28 p.m.

Meeting reconvened at 4:35 p.m.

**6.3 Mariah VanZerr, Strategic Transportation Planning Manager, City of Kelowna and Steve Power, HDR**

Mariah VanZerr and Steve Power presented the Draft Regional Transportation Plan, Draft Regional Bicycling and Trails Master Plan and Draft Regional Disruptive Mobility Strategy.

**7. UNFINISHED BUSINESS**

**8. DIVISION REPORTS**

**8.1 DEVELOPMENT SERVICES**

**8.2 ENGINEERING / PUBLIC WORKS / PARKS**

**8.3 FIRE RESCUE SERVICES**

**8.4 CORPORATE INITIATIVES**

**8.5 FINANCIAL SERVICES**

**8.6 CORPORATE SERVICES / RECREATION AND CULTURE**

**8.6.1 Central Okanagan Community Child Care Planning Report**

It was moved and seconded

Resolution No. COW003-20

**THAT** Council direct staff to work with the Central Okanagan Child Care Committee to submit the final UBCM grant report and the Central Okanagan Child Care Community Planning Report to the UBCM and the Ministry of Child and Family Development fulfilling the grant obligations of the Child Care Space Planning Program.

CARRIED UNANIMOUSLY

**8.7 CHIEF ADMINISTRATIVE OFFICER**

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**

**11. ADJOURNMENT OF THE COMMITTEE OF THE WHOLE**

The meeting adjourned at 5:51 p.m.

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ACTING MAYOR

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LEGISLATIVE SERVICES MANAGER

# Report to Council

**Date:** November 17, 2020

**To:** City of West Kelowna Council

**From:** R. Villarreal, STPCO Administrator

**Subject:** Final Regional Transportation Plan, Regional Bicycling and Trails Master Plan and Regional Disruptive Mobility Strategy

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## **Recommendation:**

THAT Council endorses the final versions of the Regional Transportation Plan (RTP) and its supporting plans: The Regional Bicycling and Trails Master Plan (RBTMP) and the Regional Disruptive Mobility Strategy (RDMS).

## **Purpose:**

To provide Council with an update on STPCO activities and Regional Transportation Planning work area items, including the results of the 2018 Okanagan Travel Survey, the results of the summer 2020 draft Regional Transportation Plan engagement, and presentation of the final versions of the Regional Transportation Plan and its supporting plans: the Regional Bicycling and Trails Master Plan and the Regional Disruptive Mobility Strategy for endorsement.

## **Background:**

The Sustainable Transportation Partnership of the Central Okanagan (STPCO) is a formal partnership of the City of Kelowna, City of West Kelowna, Districts of Lake Country and Peachland, Westbank First Nation and the Regional District of Central Okanagan. The STPCO coordinates the regional delivery of sustainable transportation programs and projects in support of common regional interests, including development of the Regional Transportation Plan. The STPCO also provides a formal forum for discussion amongst elected officials, senior and technical staff, stakeholders and the general public.

The STPCO Work Plan is divided into the three areas: Strategic Partnerships with Senior Government, Transit Program and Delivery, and Regional Transportation Planning. This report provides an update on activities in the Regional Transportation Planning work area, including presentation of the results of the 2018 Okanagan Travel Survey, the results of the summer 2020 draft Regional Transportation Plan engagement, and final versions of the Regional Transportation Plan and its supporting plans: the Regional Bicycling and Trails Master Plan and the Regional Disruptive Mobility Strategy.

2018 Okanagan Travel Survey: The Okanagan Travel Survey is one of the largest public surveys undertaken in the Central Okanagan and provides the most comprehensive picture of how people travel around the region to date. Nearly 9,000 people from the Central Okanagan participated in the 2018

Okanagan Travel Survey and logged over 25,000 trips<sup>1</sup>. The survey builds on both the 2007 and 2013 Okanagan Travel Surveys.

One of the most significant findings in the 2018 Okanagan Travel Survey is that residents are making fewer trips per capita (by all modes). While the population has grown by 20 per cent since 2007, the number of trips made on a typical weekday only grew by 10 per cent, resulting in fewer trips per person. Several factors may be contributing to this trend, including an aging population, changing nature of work, and a rise in e-commerce. Although residents are making fewer trips, these trips have become longer. As a result, the total vehicle kilometres travelled (VKT) in the region has increased by 13 per cent. VKT is an important measure for greenhouse gas (GHG) emissions.

Another key finding is that, while driving remains the way most people get around, there has been a 2% shift region-wide towards sustainable modes since 2007. Between 2013 and 2018, mode share remained relatively stable (within the margin for error), which means that efforts to encourage mode shift are roughly keeping up with population growth.

More information on the 2018 Okanagan Travel Survey is available as Attachment 1 and posted on the smartTRIPS website. STPCO staff are preparing a webinar for December 9<sup>th</sup> for interested participants who wish to better understand the results and how to use the data.

Attachment 1: <https://smartTRIPS.ca/2018-okanagan-travel-survey-final-report>.

Final Regional Plans: After more than two and a half years of technical studies, consultation, and unprecedented region-wide partnership and collaboration, the Regional Transportation Plan and its supporting plans, the Regional Bicycling and Trails Master Plan and Regional Disruptive Mobility Strategy are ready for presentation to the STPCO Councils for endorsement.

Together, the plans identify transportation projects and priorities that will help build and maintain a healthy, thriving and connected future for the Central Okanagan region over the next twenty years. They set the direction for Central Okanagan governments to work together to prepare for future population growth, help people of all ages and abilities get around, reduce the growth of traffic congestion and greenhouse gases, and help the region's economic recovery post COVID-19.

The interconnected recommendations for projects, programs and policies in the plans will help connect people and places across the region, improve the movement of people and goods, achieve fast and reliable transit, and help create a region where more people can choose sustainable and affordable transportation options. Moving forward, the plans will help Central Okanagan governments collaborate on the delivery of regionally significant projects, coordinate with their local transportation plans, and seek funding for transportation investments that benefit the entire Central Okanagan region.

Draft Regional Transportation Plan Engagement Summary: The draft Regional Transportation Plan (RTP) and its supporting plans: the draft Regional Bicycling and Trails Master Plan (RBTMP) and the draft Regional Disruptive Mobility Strategy (RDMS) were presented to each of the STPCO partner councils and the RDCO Board in June and July of 2020 (including to the West Kelowna City Council on June 16<sup>th</sup>, 2020). Following the presentation of the draft plans, the project team launched a public engagement period in August 2020 to invite input from Central Okanagan residents on the draft plans.

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<sup>1</sup> The 2018 Okanagan Travel Survey also included Vernon. The results in this report have been tallied to report results for the Central Okanagan region. A complete summary of findings is provided in Attachment 2.

Due to COVID-19, engagement activities were hosted in a digital format to align with advice from the Provincial Medical Health Officer. A virtual open house and online questionnaire was available from August 4 – 23, 2020, and two live video panel discussions were hosted on August 19th and 20th. In total, 322 people shared their thoughts and opinions by responding to the questionnaire and 18 people participated in the live video panel discussions. In addition, individual stakeholder groups reached out to the project team directly to provide comments on specific topic areas.

Over 1,200 open-ended comments were provided in response to the virtual open house and online questionnaire. The project team read each comment and developed a list of themes based on their content. Each time a theme was mentioned it was tallied. The top themes that were mentioned most often are shown below, with font sizes roughly corresponding to the number of times each theme was mentioned:

**Figure 1: Top Themes from Open-Ended Comments on the Draft Regional Transportation Plan**



A complete and more detailed summary of engagement activities and results, including verbatim comments, is available in Attachment 2 on the smartTRIPS website.

Attachment 2 – Draft RTP Engagement Summary:

<https://smartTRIPS.ca/rtp-engagement-summary-summer-2020>

The feedback received was used to help prepare final versions of the Regional Transportation Plan and its supporting plans for endorsement. An overview of the key refinements that have been made to each plan are described below:

- **Regional Transportation Plan:** Key refinements that were made to the Regional Transportation Plan include:

- Addition of a Preamble: The introduction was expanded to clarify the purpose and intended outcomes of the Regional Transportation Plan. The plan recommendations were summarized, including how the transit recommendations in the plan are intended to work together to create a fast and reliable “transit spine” that connects the region and increases the people-moving capacity of the highway corridor.
- Alignment with Provincial Plans: A new section was added in response to comments requesting measurable targets and asking how the RTP aligns with provincial plans related to climate and active transportation. The provincial CleanBC plan sets a target of a 25.4 Mt reduction in greenhouse gas (GHG) emissions by 2030. While the Central Okanagan region lacks a formal regional governance structure for setting and enforcing region-specific targets, the RTP and its supporting plans have been developed to align with the strategic direction of CleanBC and the BC Economic Framework. The plans are designed to help the region trend in the desired direction of provincial GHG and active transportation targets.
- Incorporation of 2018 Okanagan Travel Survey Results: The Existing and Future Conditions chapter was updated to include the results of the 2018 Okanagan Travel Survey. The survey findings were reviewed and the RTP direction and recommendations were still found to be highly relevant. In particular, given that people are making longer driving trips resulting in an increase in regional VKT, the recommendation to create faster and more reliable transit that better connects our region remains vitally important to help provide a convenient alternative to driving for longer regional trips.
- Updates to the Future of the STPCO: This section was updated to reflect the most recent direction from the STPCO Local Government Advisory (LGA) Board regarding oversight and implementation of the RTP after it is endorsed.
- Addition of Performance Monitoring Approach: In response to comments and in alignment with recent LGA Board direction, a new section called Monitoring the RTP Success was added to the plan. The section suggests key metrics and data sources that will be necessary to track plan progress over time.

Additionally, the document was reviewed for final edits, overall flow and final formatting.

The final version of the Regional Transportation Plan is attached to this report and available on the smartTRIPS website.

Attachment 3 – Regional Transportation Plan:

<https://smartTRIPS.ca/regional-transportation-plan-final>

- **Regional Bicycling and Trails Master Plan (RBTMP)**: The Regional Bicycling and Trails Master Plan (RBTMP) updates the 2012 Regional Active Transportation Master Plan. The regional bicycling and trails network presented in the RBTMP are designed to provide safe and convenient active transportation connections to regionally significant destinations across the Central Okanagan. The proposed regional bicycling and trails network spans 193 km, including 82 km that exist today, 81 km that are not yet constructed, and 30 km that need to be upgraded.

Key refinements that were made to the draft Regional Bicycling and Trails Master Plan to prepare it for endorsement include:

- Alignment with Provincial Plans: Similar to the RTP, a new section was added in response to comments asking how the RBTMP aligns with provincial plans related to climate and active

transportation. The provincial active transportation strategy “Move. Commute. Connect.” aims to double the trips taken by active transportation in the province by 2030. While the Central Okanagan region lacks a formal regional governance structure for setting and enforcing region-specific targets, the RBTMP will help the region trend in the desired direction of the provincial active transportation goals.

- Incorporation of 2018 Okanagan Travel Survey Results: The RBTMP chapter on the Current Status of Active Transportation was updated to include the results of the 2018 Okanagan Travel Survey. In addition, the survey findings were reviewed and the RBTMP direction and recommendations were still found to be highly relevant. In particular, given that bike and walk mode share held relatively steady between 2013 and 2018, the recommendations to create a safe and convenient regional biking and trail network that better connects our region remains vitally important to help encourage more biking and walking trips.
- Strengthening alignment with the BC Active Transportation Design Guide: In response to comments, the text and language regarding the relationship of the RBTMP to the recently published BC Active Transportation Design Guide was clarified. In particular, some language and terms were made more consistent and the intent to refer primarily to the BC Active Transportation Design Guide, in conjunction with the TAC Geometric Design Guide for the design of regional active transportation facilities was clarified.

Additionally, some refinements to the network were made based on partner input and comments from provincial and local bicycling groups, and a final edit and formatting was completed. The final version of the Regional Bicycling and Trails Master Plan is attached to this report and available on the smartTRIPS website.

#### Attachment 4 – Regional Bicycling and Trails Master Plan

<https://smartTRIPS.ca/regional-bicycling-trails-master-plan-final>

- **Regional Disruptive Mobility Strategy (RDMS)**: “Disruptive mobility” refers to changes in transportation technologies that will fundamentally change how people get around in the future. These changes are making transportation more connected, automated, shared, and electric. These changes have the potential to benefit the region, though negative impacts that work against current policy directions are possible as well.

In response to comments, it was determined that more clarity was needed in regards to the scope and intent of the Strategy to address some common misunderstandings. Rather than a strategy for promoting new technologies, per se, the RDMS is intended to help Central Okanagan governments *prepare* for inevitable technology change, harness its benefits, and minimize potential drawbacks, in alignment with our shared regional transportation vision and goals.

To help provide clarity, a new subtitle was developed so the full title of the document now reads “*The Regional Disruptive Mobility Strategy: Helping Central Okanagan Governments Prepare for Transportation Technology Change.*” In addition, a tag-line was developed “*Technology will disrupt how we move around the region. Are you ready?*” These changes, among other small edits in response to comments are intended to help people understand that the Regional Disruptive Mobility Strategy is a resource guide for Central Okanagan governments to pick and choose the tactics and actions that work best for their community to prepare for changes to transportation on the horizon.

The final version of the Regional Disruptive Mobility Strategy is attached to this report and available on the smartTRIPS website.

Attachment 5 – Regional Disruptive Mobility Strategy

<https://smartTRIPS.ca/regional-disruptive-mobility-strategy-final>

### **Next Steps:**

The Regional Transportation Plan provides guidance on transportation projects, policies and programs that benefit the region. It is not intended to replace local or provincial planning, but to support and enhance planning by other levels of government. Further study, including project-level planning and design, will be required at the provincial and local level prior to implementation. In particular, it is anticipated that recommendations that involve the highway and that require further study will be analyzed further as part of the next phase of the Ministry of Transportation and Infrastructure's Central Okanagan Planning Study.

Final versions of the Regional Transportation Plan and its supporting plans are being presented to each of the STPCO partner councils and the RDCO Board for endorsement in November and December 2020.

To follow up on the progress of implementing the Regional Transportation Plan, the STPCO LGA Board has recommended the creation of a regional technical committee administered by the Regional District of Central Okanagan (RDCO) and initially facilitated by City of Kelowna staff. Additionally, the LGA Board has recommended that the RDCO administration place the topic of regional transportation on the agenda at two RDCO Board meetings each year to promote discussion and cooperation on regional transportation issues.

### **Attachments:**

Attachment 1 – 2018 Okanagan Travel Survey Report

<https://smartTRIPS.ca/2018-okanagan-travel-survey-final-report>.

Attachment 2 – Draft RTP Engagement Summary:

<https://smartTRIPS.ca/rtp-engagement-summary-summer-2020>

Attachment 3 – Regional Transportation Plan

<https://smartTRIPS.ca/regional-transportation-plan-final>

Attachment 4 – Regional Bicycling and Trails Master Plan

<https://smartTRIPS.ca/regional-bicycling-trails-master-plan-final>

Attachment 5 – Regional Disruptive Mobility Strategy

<https://smartTRIPS.ca/regional-disruptive-mobility-strategy-final>





	<b>Agenda</b>
1.	<b>STPCO Updates</b>
2.	<b>2018 Okanagan Travel Survey</b>
3.	<b>Draft RTP Engagement Summary</b>
4.	<b>Endorsement of Final Plans:</b>
	• <b>Regional Transportation Plan</b>
	• <b>Regional Bicycling and Trails Master Plan</b>
	• <b>Regional Disruptive Mobility Strategy</b>

# Regional Governance Update

## STPCO

Sustainable Transportation  
Partnership of the Central Okanagan

### STPCO

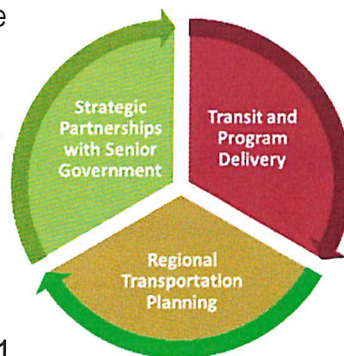
#### Interjurisdictional service agreement

Local Government Service Agreement, under the auspices of the Local Government Act

"STPCO was formally established in 2012. At that time, the partnership agreement contemplated the joint funding and delivery of services related to transportation demand management, regional transportation planning and regional transportation surveys and studies."

STPCO functions will be transitioned starting 2021

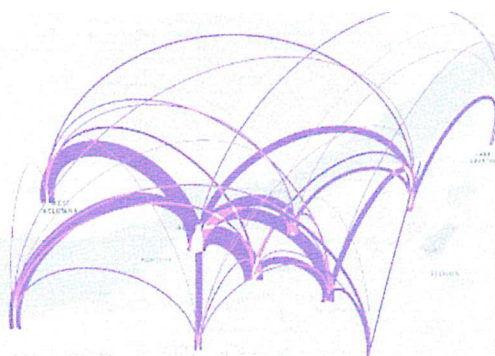
#### 2018-2020 Work Plan



# 2018 Okanagan Travel Survey

## 2018 Okanagan Travel Survey

- The most comprehensive picture of how people travel around the region to date:
  - 9,000 participants / 25,000 trips
- The survey builds on both the 2007 and 2013 Okanagan Travel Surveys.





## 2018 Okanagan Travel Survey

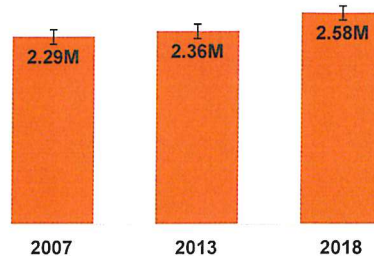
### Key findings:

- Residents are making fewer trips per capita (by all modes)
- However trips are longer distances

### Since 2007:

- 20% increase in population
- 5% increase in driving trips
- 13% increase in VKT since 2007

Estimated Daily Vehicle Km Travelled

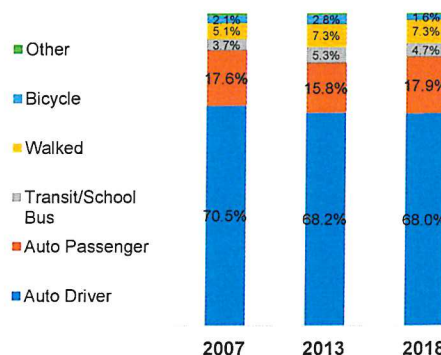


## 2018 Okanagan Travel Survey

- Since 2007, 2% shift region-wide towards sustainable modes
- Since 2013, mode shares are relatively stable
  - within the margin for error
  - indicates sustainable mode shift is keeping pace with population growth
- 47% of trips are less than 5 km long

2018 Okanagan Travel Survey  
Report: <https://smartTRIPS.ca/2018-okanagan-travel-survey-final-report>

Webinar on Dec 9th!



# Final Regional Plans

## Connecting our Region

2.5 years of technical studies, consultation, and unprecedented region-wide partnership and collaboration

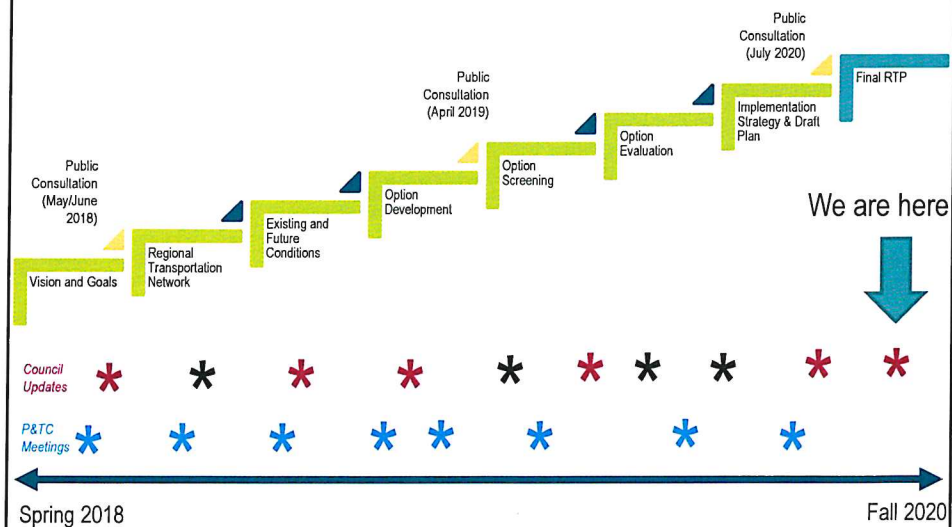
- Regional Transportation Plan
- Regional Bicycling and Trails Master Plan
- Regional Disruptive Mobility Strategy



## Regional Transportation Plan - Schedule



## Regional Transportation Plan - Schedule





## Connecting our Region

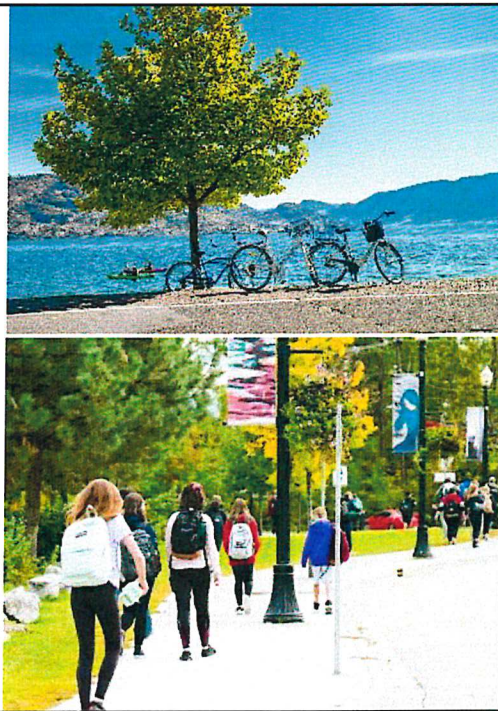
Together, the plans identify transportation projects and priorities that will help build and maintain a healthy, thriving and connected future for the Central Okanagan region over the next twenty years.



## Connecting our Region

The plans set the direction for Central Okanagan governments to work together to:

- prepare for future population growth,
- help people of all ages and abilities get around,
- reduce the growth of traffic congestion and greenhouse gases, and
- help the region's economic recovery post COVID-19.



## Connecting our Region

The interconnected recommendations for projects, programs and policies in the plans will help:

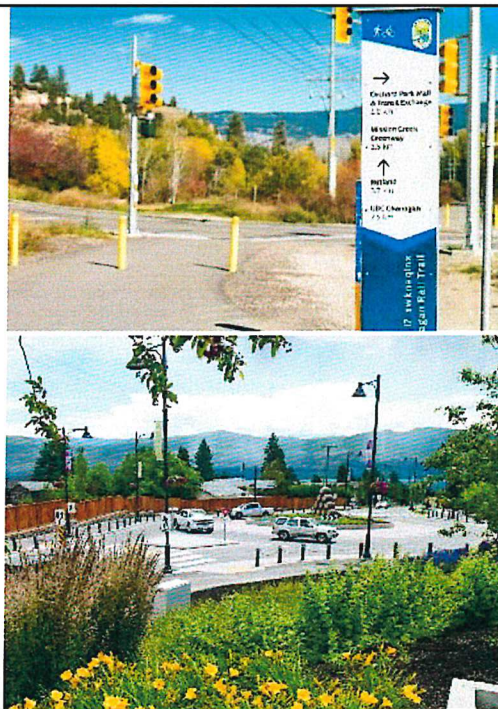
- connect people and places across the region
- improve the movement of people and goods
- achieve fast and reliable transit
- create a region where more people can choose sustainable and affordable transportation options.



## Connecting Our Region

Moving forward, the plans help Central Okanagan governments:

- Establish a framework of priorities over the next 20 years for transportation investments that benefit the entire Central Okanagan region.
- Plan and seek funding collaboratively, as a unified region





# Draft RTP Engagement Summary

## RTP Engagement Summary

- **Draft Plans Presented to STPCO Partners in June / July:**
  - Draft Regional Transportation Plan,
  - Draft Regional Bicycling and Trails Master Plan
  - Draft Regional Disruptive Mobility Strategy
- **Public Engagement in August 2020**
  - Virtual Open House and Online Questionnaire
  - Live Video Panel Discussions



**340**

engaged  
participants



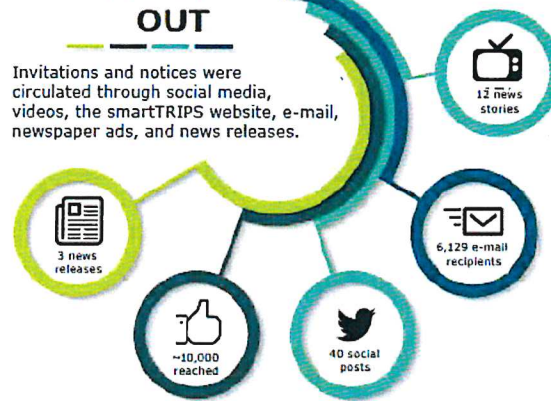
**1,200**

comments  
received

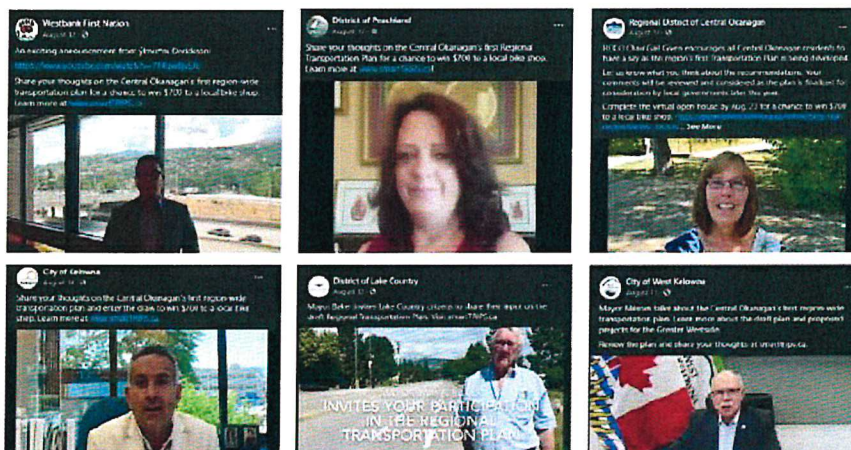
## RTP Engagement Summary

### REACHING OUT

Invitations and notices were circulated through social media, videos, the smartTRIPS website, e-mail, newspaper ads, and news releases.



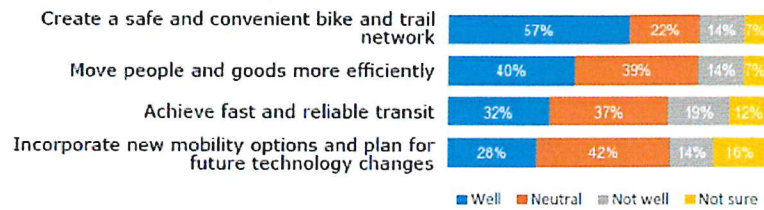
## RTP Engagement Summary



## What we heard

### Alignment with outcomes

Question: "Overall, how well do you think the Regional Transportation Plan achieves the following outcomes?"



## What we heard

Open-ended comment themes:



Complete Engagement Summary: <https://smartTRIPS.ca/rtp-engagement-summary-summer-2020>

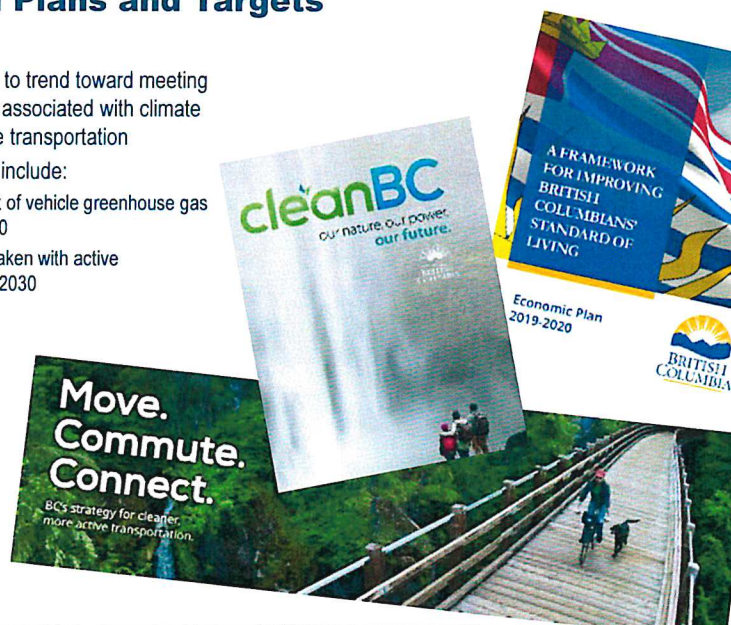


# Final Regional Transportation Plan

Updates Following Public and Stakeholder Engagement

## Provincial Plans and Targets

- Sets a framework to trend toward meeting Provincial targets associated with climate change and active transportation
- Provincial targets include:
  - Reduction of 6 Mt of vehicle greenhouse gas emissions by 2030
  - Double the trips taken with active transportation by 2030



## Addition of Preamble & Summary of Recommendations

Added clarity regarding how recommendations work together to create a fast & reliable transit "spine":

- Use of shoulders by transit on the Westside
- Eastbound transit lane on the WR Bennett Bridge in the morning
- Dedicated transit lanes on Harvey Avenue
- Hollywood Road transit priority corridor to UBCO



## Incorporation of 2018 Okanagan Travel Survey Results

- Updated Existing and Future Conditions Chapter with new data
- Survey findings reviewed: RTP recommendations still highly relevant
- Faster and more reliable transit needed to provide convenient alternative to driving for longer regional trips





## Future of STPCO

- Section updated to reflect the most recent direction from the STPCO Local Government Advisory (LGA) Board regarding oversight and implementation of the RTP after it is endorsed.
- Desire for a new, more effective and simpler governance structure to oversee implementation of the RTP:
  - Dissolution of STPCO and some functions transferred to RDCO on January 1, 2021
  - To implement the RTP: creation of a regional technical committee administered by the RDCO and initially facilitated by City of Kelowna staff,
  - Resolve cost sharing over next two years
  - Regional transportation issues at two RDCO Board meetings each year



## Monitoring the RTP Success

- New monitoring program section added
- Example metrics
  - Network VKT and GHG
  - Average trip length
  - Mode split by trip purpose
- Requires reliable data sources:
  - Okanagan Travel Survey
  - Regional Travel Model
  - Journey to Work (Statistics Canada)
  - Annual data collection
- Regional Transportation Plan: <https://smartTRIPS.ca/regional-transportation-plan-final>  
(Recommended projects, programs and policies are in Chapter 5)



# Final Regional Bicycling and Trails Master Plan

Updates Following Public and Stakeholder Engagement

## Regional Bicycling and Trails Master Plan

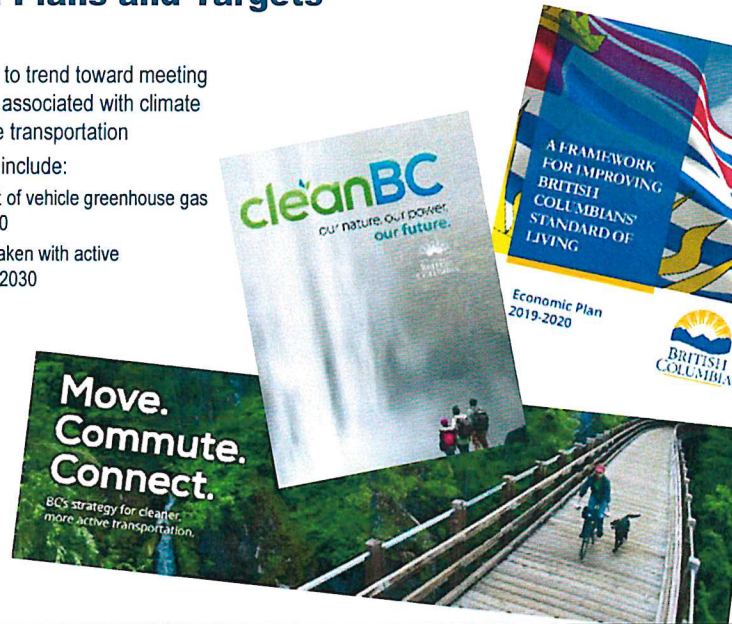
- Updates the 2012 Regional Active Transportation Plan
- Connects regional destinations / aligns with RTP
- Regional Bicycle and Trails Network: 193 km (82 existing, 81 new, 30 km to be upgraded)





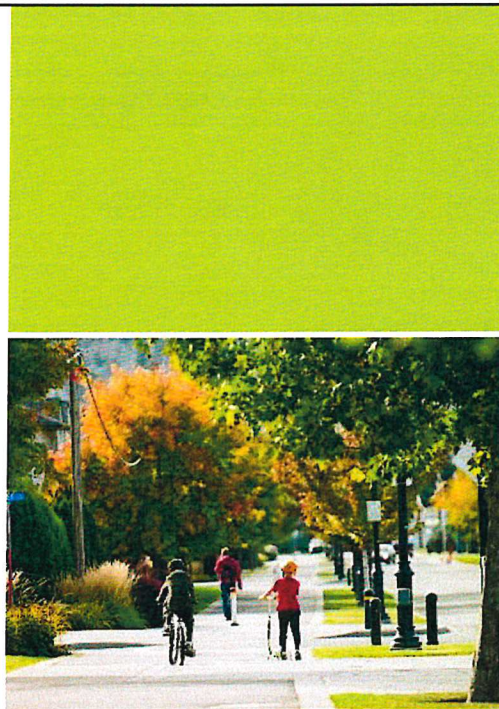
## Provincial Plans and Targets

- Sets a framework to trend toward meeting Provincial targets associated with climate change and active transportation
- Provincial targets include:
  - Reduction of 6 Mt of vehicle greenhouse gas emissions by 2030
  - Double the trips taken with active transportation by 2030



## Incorporation of 2018 Okanagan Travel Survey Results

- Updated the Chapter on the Current Status of Active Transportation in the RBTMP
- Survey findings reviewed: RBTMP recommendations still highly relevant
- Creating a safe and convenient regional bicycling and trails network that better connects our region remains vitally important to help encourage more biking and walking trips.





## Clarified alignment with BC Active Transportation Design Guide

Neighbourhood Bikeways



Protected Bicycle Lanes (one-way)



Protected Bicycle Lanes (two-way)



Multi-Use Pathway



Separated Bicycle and Pedestrian Pathways



Painted Bicycle Lanes



Bicycle Accessible Shoulders



"AAA" indicates All Ages and Abilities facility

## Regional Bicycling and Trails Master Plan

### Other Key Updates:

- Refinements to the network based on partner input and comments from provincial and local bicycling groups
- Final edit and formatting

Regional Bicycling and Trails Master Plan: <https://smartTRIPS.ca/regional-bicycling-trails-master-plan-final>



# Final Regional Disruptive Mobility Strategy

Updates Following Public and Stakeholder Engagement

## What is Disruptive Mobility?

"Disruptive mobility" refers to changes in transportation technologies that will fundamentally change how people get around in the future:

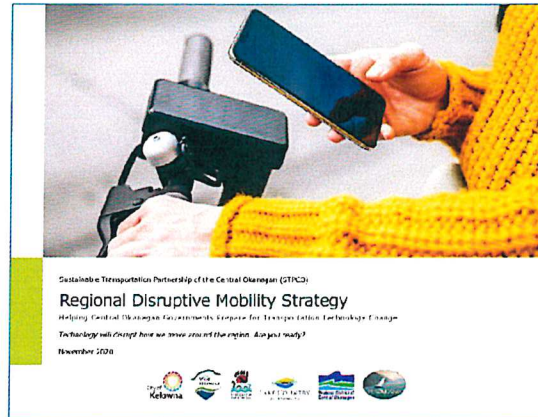
- Connected
- Automated
- Shared
- Electric





## Regional Disruptive Mobility Strategy

- New subtitle & tagline to provide clarity
- Toolkit for Central Okanagan governments to *prepare* for change that is coming
- Harness benefits while minimizing impacts in support of shared regional vision and goals for transportation
- Regional Disruptive Mobility Strategy:  
<https://smartTRIPS.ca/regional-disruptive-mobility-strategy-final>



## Next Steps

## Next Steps

- Regional recommendations support and enhance local and provincial planning
- Final plans presented for endorsement to Councils through Nov / Dec (dates subject to change):
  - Nov 16<sup>th</sup>, City of Kelowna
  - Nov 17<sup>th</sup>, City of West Kelowna
  - Nov 23<sup>rd</sup>, Regional District of Central Okanagan
  - Nov 30<sup>th</sup>, Westbank First Nation
  - Dec 1<sup>st</sup>, District of Lake Country
  - Dec 8<sup>th</sup>, District of Peachland
- RTP implementation to be overseen by a technical committee administered by the RDCO



## WildSafeBC Okanagan Westside Annual Report 2020

### Executive Summary

This report summarizes the activities of the WildSafeBC Okanagan Westside Program between May 1st and November 30<sup>th</sup> 2020. This WildSafeBC program area includes the communities of West Kelowna, Westbank First Nation, Peachland, and the Central Okanagan West Electoral Area. We acknowledge this land as the unceded traditional territories of the syilx/Okanagan peoples. This year, black bears continued to be the most reported species to the Conservation Officer Service, with a total of 227 reports (Jan 1-Oct 31, 2020), followed by deer and then coyotes. Unusually this year, the bear conflict peaked in the spring rather than the fall, with 154 reports in June, which is four times the monthly average of the previous four years.

The WildSafeBC Community Coordinator (WCC) performed outreach activities with the goal of preventing conflict with wildlife in the community. Following COVID-19 safety precautions, several of the standard WildSafeBC program activities were modified to ensure physical distancing and other safety measures were in place. The WildSafe Ranger Program was delivered to over 115 students from three different schools and one Girl Guide group, through webinars and outdoor activities. WildSafeBC BC Goes Wild Events provided three wildlife safety themed events, including a bear spray demo, and altogether had 65 attendees. For the family friendly BC Goes Wild Events, the WCC collaborated with Sncēwips Heritage Museum to make videos that shared knowledge about bears and syilx/Okanagan peoples culture. Through door-to-door education and garbage tagging, 230 and 405 homes, respectively, were directly provided messaging on attractant management. Print, television and social media was also used to deliver bear-in-area alerts, and messaging about local wildlife and attractant management. The Okanagan Westside Facebook page had a large reach and grew in page likes by 69%. Five different strata communities were collaborated with this season, and over 225 households received letters on attractant management from the WCC. The WCC invested time this season in supporting Bear Smart initiatives, and identifying opportunities within the Bear Smart Criteria for program sponsors to consider further actions on, in order to further address and prevent human-wildlife conflicts.

Thank you to the British Columbia Conservation Foundation, the BC Ministry of Environment and Climate Change Strategy, the City of West Kelowna, Westbank First Nation, the District of Peachland, and the Regional District of Central Okanagan for funding and supporting the program; as well as, all the program volunteers and collaborators. Challenges around attractant management, especially in relation to

garbage, continue in Okanagan Westside communities. To address this, the WCC will continue WildSafeBC outreach activities and support program sponsors in implementing Bear Smart criteria. The WCC recommends that the City of West Kelowna considers conducting a Bear Hazard Assessment to identify high risk areas in the community for human-bear conflicts. This is the first step in the Bear Smart Community Criteria and is essential information for planning and decision making on reducing conflicts in the community. Moving forward, these initiatives and partnerships will help “keep wildlife wild and our community safe”.

The complete 2020 annual report will be available in December on the WildSafeBC website at <https://wildsafebc.com/resources/community-reports/>. For additional information, please contact Meg Bjordal, WildSafeBC Okanagan Westside Coordinator at 250-826-3114 or [okwestside@wildsafebc.com](mailto:okwestside@wildsafebc.com).



British Columbia Conservation Foundation

## WildSafeBC Okanagan Westside 2020 Program Summary

**Presented by Meg Bjordal  
WildSafeBC Community Coordinator**

### WildSafeBC

- Program owned and delivered by the BC Conservation Foundation
- Evolved out of the Bear Aware program
- Mission: reduce human-wildlife conflicts in all aspects of our lives, including how we live, work, play and grow
- Province wide program, with localized community programs
  - Okanagan Westside Program:
    - City of West Kelowna, Westbank First Nation, District of Peachland, Central Okanagan West Electoral Area

*Keeping Wildlife Wild and Communities Safe*





## Local Human-Wildlife Conflicts

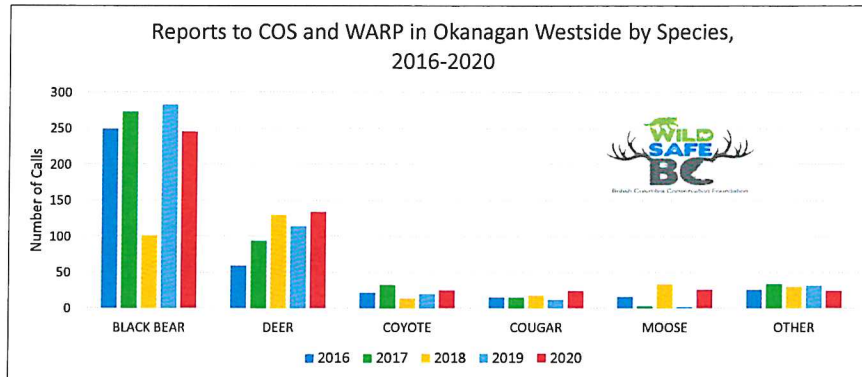


Figure 1. Reports to the Conservation Officer Service (COS) and WildSafeBC's Wildlife Alert Reporting Program (WARP) by species from Jan 1, 2016– Oct 31, 2020.

Keeping Wildlife Wild and Communities Safe



## Local Human-Wildlife Conflicts

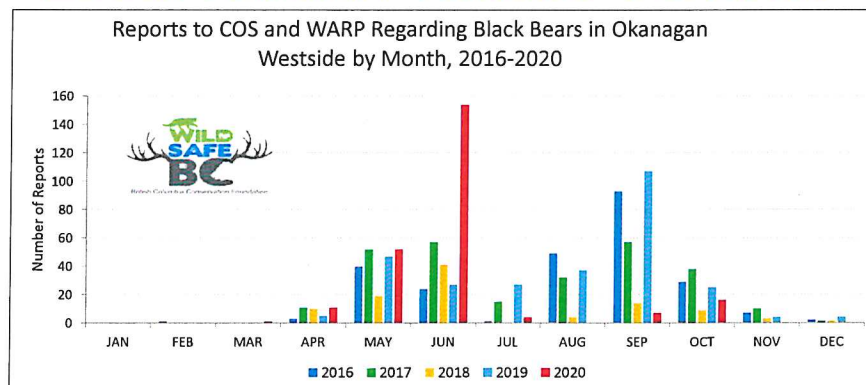


Figure 2. Reports to the Conservation Officer Service (COS) and WildSafeBC's Wildlife Alert Reporting Program (WARP) by month from Jan 1, 2016– Oct 31, 2020.

Keeping Wildlife Wild and Communities Safe





## Local Human-Wildlife Conflicts

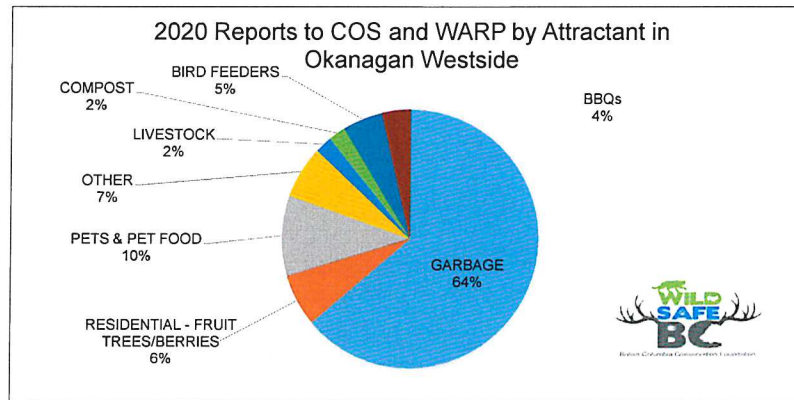


Figure 3. Attractants identified in reports to the Conservation Officer Service (COS) and WildSafeBC's Wildlife Alert Reporting Program (WARP) in the Okanagan Westside from Jan 1-Oct 31, 2020.

Keeping Wildlife Wild and Communities Safe



## Garbage Tagging & Door-Door

- 405 garbage carts had an educational sticker placed on them or the homeowner was spoken with
- 230 homeowners had a letter about human-wildlife conflicts in their neighbourhood, along with prevention info hung on their door



Garbage Tagging in Lakeview Heights

Keeping Wildlife Wild and Communities Safe



## School Presentations

- 4 schools/groups and 115 students are participating in the WildSafe Ranger program

School	Grade	Students
Peachland Girl Guides	Sparks, Brownies	20
Rose Valley Elementary	2, 3	56
sənsisyustən House of Learning	1, 2, 3	22
Shannon Lake Elementary	K	17

Keeping Wildlife Wild and Communities Safe



## BC Goes Wild

- Family Friendly Video series collaboration with Sncewips Heritage Museum
  - 270 views
- Wildlife Safety
  - 2 webinars
  - 3 bear spray demos
  - 65 participants



Bear spray demo



Scene from BCGW video

Keeping Wildlife Wild and Communities Safe



## Challenges

- Getting residents to take responsibility to manage bear attractants, especially garbage
- Not enough program hours to accommodate the calls and requests from the public, bylaw and COS to deliver educational programming in areas with attractant issues and high wildlife activity



2 bear cubs in a West Kelowna neighbourhood

Keeping Wildlife Wild and Communities Safe



## Opportunities for 2020

- Continue to encourage and educate residents on attractant management
- Launch new WildSafeBC initiatives:
  - Bare Camping Program
  - Business Pledge
- Opportunity for the municipality to identify and start addressing the root causes of human-bear conflicts with a Bear Hazard Assessment

Keeping Wildlife Wild and Communities Safe







BRITISH COLUMBIA  
CONSERVATION  
FOUNDATION

Thank you



*Keeping Wildlife Wild and Communities Safe*





## COMMITTEE OF THE WHOLE INFORMATION REPORT

To: Paul Gipps, CAO

Date: November 17, 2020

From: Nilton Praticante, Design & Inspection Tech.

File No: 8330-13

Subject: **Road DCC & Pedestrian Improvement Program Update**

---

### EXECUTIVE SUMMARY

The City of West Kelowna's Road Development Cost Charges (DCC) Program and Pedestrian Improvement Program are implemented by the City to further develop road and sidewalk infrastructure throughout the community. Since adoption of both programs, the City has seen significant improvements to:

- Pedestrian and cyclist safety
- Transit infrastructure
- Traffic flow and network connectivity
- Intersection enhancements
- Utility infrastructure (sewer, water, drainage)
- Parking

Both plans coincide with the municipal infrastructure initiatives stated within the City's Master Transportation Plan and align with the goals and objectives stated within the City's Official Community Plan (OCP). The plans are essential in establishing an integrated transportation network throughout the community, and in continuing to guide the City's future transportation investments and capital expenditures going forward. These plans also support Council's strategic priority to invest in infrastructure.

### BACKGROUND

#### PEDESTRIAN IMPROVEMENT PROGRAM

The Pedestrian Improvement Program was developed to assist in prioritizing short-term improvements required for active modes of transportation with a focus on proximity to major trip generators including: schools, transit and town centers. The program is funded from capital reserves and Gas Tax funding supplied by the Federal Government. Project considerations were developed taking into account various factors including: direct reference to the Pedestrian and Bicycle Infrastructure Plan, staff observations and feedback from both the public and City Council.

In 2016 Council increased the commitment to completing the sidewalk network in the community, by approving \$600,000 for sidewalks in the community near schools. Council has adopted prioritized project lists on January 24<sup>th</sup> 2017 (C136/17) and on November 26, 2019 (C379/19). Since then projects along Alhambra Drive, Olympus Way, Gellatly Road, Webber Road, Daimler Drive and Ross Road have all been completed on time, on budget and within the originally

established schedule. Additionally, McIver Road and Westlake Road improvements are scheduled to be constructed in 2021. The completed projects have been well received by the public as safety within each neighborhood has improved considerably.

*Table 1 – Historical Pedestrian Improvement Projects*

YEAR	ROAD	LENGTH
2009	Shannon Lake Road, from 2840 to 2750	444m
2011	Ingram, from Brown to Old Okanagan Highway	210m
2012	Carrington, from cul-de-sac to Gellatly Road	120m
2012	Brown Road, from Ingram to 3833 Brown	95m
2013	Gellatly Road S, from the Cove to Whitworth	175m
2013	Whitworth Road, from Gellatly Road to Nut Farm	135m
2014	Woodstock Drive, from Shannon Way to Sandstone Dr	92m
2015	Shannon ridge Drive, from Lakeside Ct to Shannon ridge Park	355m
2016	Alhambra Road	85m
2016	Olympus Way	165m
2016	Gellatly Road, from Highway 97 to Carrington	155m
2017	Webber Road, from McRae to McAllister	260m
2018	Daimler Drive, from Old Okanagan to Auburn	280m
2019	Ross Road, from Riffington to Brentwood	600m
2020	McIver Road, from Glenrosa Rd to McTaggart (to be constructed in 2021)	660m

*Fig. 1 – Daimler Drive*



*Fig. 2 – Ross Road*



The current project list was presented to Council on November 26, 2019. Taking into account recent findings at the time, in addition to spreading the construction impact evenly across the City, the amended project list shown below was adopted by City Council (C379/19).

Table 2 – Pedestrian Improvement Program - Project Priority List

PEDESTRIAN IMPROVEMENT PROGRAM (Updated November 18, 2019)						
Street Name	From	To	Length (meters)	Estimated Value	Anticipated Completion	Nearest School/Amenity
<b>McIver Road</b>	Glenrosa Road	Mctaggart	665	\$1,400,000	2020	Glenrosa Middle
<b>Westlake Road</b>	Existing Sidewalk	Parkinson Road	371	\$780,000	2021	Rose Valley Elementary
<b>Old Okanagan HWY</b>	Dobbin Road	Existing Sidewalk	364	\$770,000	2022	Johnson Bentley Aquatic Centre
<b>Horizon Drive Phase 1</b>	Olympus Way	Aurora Heights	332	\$700,000	2023	Rose Valley Elementary
<b>Horizon Drive Phase 2</b>	Aurora Heights	Covington Crescent	563	\$1,180,000	2023	Rose Valley Elementary
<b>Horizon Drive Phase 3</b>	Covington Crescent	Existing Sidewalk	211	\$450,000	2023	Rose Valley Elementary
<b>Bartley Road</b>	Pike Road	Ross Road	226	\$470,000	2024	Mt. Bou.
<b>Webber Road</b>	Malcolm Road	Gorman Road	361	\$760,000	2025	Glenrosa Elementary
<b>Shannon Ridge Drive</b>	Shannon Lake Road	Shannon Place	156	\$330,000	2026	Shannon Lake Elementary
<b>Brentwood Road</b>	Ponderosa Court	Alhambra Drive	205	\$430,000	2027	Hudson Rd Elementary
<b>Brentwood Road</b>	Ross Road	Ponderosa Court	388	\$810,000	2027	Hudson Rd Elementary / Mt. Bou.
<b>Gates Road</b>	Glenrosa Road	Helen Gorman Elem.	720	\$1,510,000	2028	Helen Gorman Elementary
<b>Shannon Way</b>	Woodstock Dr.	Hihannaah Dr	389	\$816,900	2029	Shannon Lake Elementary
<b>Webber Road</b>	McRae Road	McBain Road	287	\$600,000	2030	Glenrosa Elementary

A major contributing factor to the successful completion of the noted projects was Council's commitment to increase the program budget to at least \$600,000 per year. On January 16th, 2018 (C047/18) Council made a further commitment to the program and expanded the budget to \$1,200,000 per year. The increased budget has allowed for accommodation of escalating construction costs, project scope increases and ultimately accelerating the program schedule.

#### ROAD DEVELOPMENT COST CHARGES (DCC) PROGRAM

The Road DCC Program prioritizes arterial road development throughout the City by placing a focus on overall road safety, network connectivity, pedestrian and cycling demands, intersection improvements and utility infrastructure enhancements. The program is funded by a combination of Development Cost Charges, Federally provided Gas Tax funding, and Capital Reserves. Since Incorporation, the City has completed the following arterial road projects (costs include utility improvements):

- Gellatly Road Phase I (2010: \$1,047,445)
- Gellatly Road Phase II (2012: \$1,113,205)
- Boucherie Wine Trail Phase I (2012: \$2,785,000)
- Gellatly Road Phase III (2013: \$2,983,726)
- Westlake Road (2015: \$5,975,114)
- Boucherie Wine Trail Phase II (2018: \$8,225,000)
- Glenrosa Road Improvements (2020 \$5,170,000)

Fig. 3 – Boucherie Wine Trail



Fig. 4 – Gellatly Road



Development of the prioritized project list utilized a variety of safety factors including evaluation of collision data from ICBC, existing pavement/utility conditions, coordination with development projections, and a thorough review of pedestrian and bicycle latent demand. The Program was initially presented to Council on February 28, 2017 with direction provided to prioritize the project list occurring on July 10th, 2018. Those prioritizations have been incorporated into the 2019 and 2020 Budget's 10 Year Financial Plans.

At the July 10<sup>th</sup>, 2018 Special Council meeting detailed descriptions of the six highest prioritized projects, including overall impact and financial implications, were provided to Council with an opportunity to re-prioritize the project list. Following interactions with staff and the consultant in order to reach a consensus, a voting process was conducted by Council which resulted in the following updated project list:

Table 3 – Road DCC Program - Project Priority List

ROAD DCC PROGRAM (Updated July 2, 2018)				
Street Name	From	To	Estimated Value	Anticipated Completion
<b>Gellatly Road Phase IV</b>	Boucherie Road	Carrington Road	\$5.5M - \$7.0M	2020
<b>Glenrosa Road</b>	Glen Abbey Place	McGinnis Road	\$4.8M - \$7.5M	2021
<b>Shannon Lake Road</b>	IR #9	Asquith Road	\$1.7M - \$2.7M	2022/2023
<b>Elliott Road</b>	Smith Creek Road	Reece Road	\$3.0M - \$4.0M	TBD
<b>Boucherie Road (Wine Trail Phase IV)</b>	Ogden Road	Sunnyside Road	\$5.5M - \$7.5M	TBD
<b>Stevens/Shannon Lake (Public Works Frontage)</b>	Shannon Lake Road	Stevens Road	n/a	TBD

In an effort to provide Council with up-to-date information, staff, in conjunction with Allnorth Consulting Services Limited, have reviewed current road safety data, development projections, pedestrian/bicycle facilities and latent demand throughout the community. A Memorandum has been included with this report for reference as *Appendix A – West Kelowna DCC Road Priority Memorandum*.



A summary of the data provided in the Memorandum has identified the following urgent projects list:

- GELLATLY ROAD - Carrington Road to Boucherie Road
  - #2 for road safety
  - #1 for intersection capacity needs
  - #2 for latent demand
- OLD OKANAGAN HIGHWAY - Butt Road to Reece Road
  - #1 for road safety
  - #2 for intersection capacity needs
- BARTLEY ROAD - Stevens Road to Highway 97
  - #4 for road safety
  - #3 for Bartley Road & Stevens Road intersection capacity
  - #4 for latent demand
- OLD OKANAGAN HIGHWAY - Dobbin Road to Butt Road
  - #3 for road safety
  - #6 for Old Okanagan Highway & Gossett Road intersection capacity
  - #8 for latent demand
- SHANNON LAKE ROAD - WFN IR#9 to Asquith Road
  - #7 for road safety
  - #3 for latent demand

Taking into account this recent information, it appears that priorities should remain with Gellatly Road, Bartley Road and Shannon Lake Road moving forward; concurrent with the list provided to Council July 2<sup>nd</sup> 2018. Consideration should also be given to Old Okanagan Highway as a higher priority with these recent findings.

For a further visual reference of the Road DCC Program and the Pedestrian Improvement Program, an overall project map has been included with this report as *Appendix B – West Kelowna Future Project Horizon Map*.

## FINANCIAL IMPLICATIONS

The Road DCC Program is completed as funds become available through DCC's and Capital funding in accordance with the 10 Year Capital Plan. Road segments are funded from Development Cost Charges at a rate of 60.6% for rural arterial sections, 72.2% for urban arterials, and 73.9% for Wine Trail segments. Intersection improvements required to accommodate growth are funded from road DCC's at 80%.

Since incorporation, West Kelowna has received a lump sum payment of \$2,542,368.76 from the Regional District of the Central Okanagan, the balance of the DCC reserves. The municipality has also collected approximately \$17,805,000 in road DCCs, which averages to approximately \$1,504,000 per year. The current rate is \$10,517.87 per single family residential lot, which was

adopted June 28<sup>th</sup> 2016. There is currently \$8,645,092.85 held within the DCC account, of which approximately \$750,000 is allocated for the Glenrosa Road Improvements project.

Utilizing the average DCC contributions of \$1,504,715 per year, the 10-year budget for arterial road projects is recommended to have a project designed within a budget year and constructed the following year. This will result in an average project cost of approximately \$3,008,000 every two years.

## COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
Jun 28, 2016	<b>THAT</b> Council adopt City of West Kelowna Development Cost Charge Bylaw No. 190, 2015;  THAT Council approve the amended Development Cost Charge (DCC) Policy.	<b>C250/16</b>
Sep 30, 2015	Strategic Implementation Plan:  <b>THAT</b> Council support \$600,000/year for 5 years for the Roads-Pedestrian Plan	<b>C342/15</b>
Feb 9, 2016	<b>THAT</b> the City of West Kelowna Pedestrian and Bicycle Infrastructure Plan, dated January 15, 2016, be adopted.  CARRIED; Councillor Zanon opposed	<b>C106/16</b>
Feb 9, 2016	<b>THAT</b> Council direct staff to complete the detailed design and construction of the recommended 2016 pedestrian improvements listed in "Table 1 – Core Pedestrian Improvements with Streetlight Installations".  CARRIED UNANIMOUSLY	<b>C107/16</b>
Jan 24, 2017	<b>THAT</b> Council direct staff to select pedestrian improvement projects based on Appendix B – 10 Year Pedestrian Priority Summary.  QUESTION ON THE MAIN MOTION AS AMENDED CARRIED Opposed: Councillor Ophus	<b>C136/17</b>

## REVIEWED BY

Rob Hillis, Engineering Manager

Allen Fillion, Director of Engineering & PW

**APPROVED FOR THE AGENDA BY**

Paul Gipps, CAO

Powerpoint: Yes ☒ No ☐

**Attachments:**

*Appendix A – West Kelowna DCC Road Priority Memorandum*

*Appendix B – West Kelowna Future Project Horizon Map*

## Memorandum

206-3200 Richter Street, Kelowna, BC V1W 5K9 Phone: 866-614-7200

Date:	10 November 2020	Project Number:	2003181
Attention:	Nilton Praticante	Project Description:	DCC Roads Ranking Update
Company:	City of West Kelowna	File Number:	1900
Phone:	778-797-2242	From:	Tom Baumgartner
Fax:		Email:	<a href="mailto:tbaumgartner@allnorth.com">tbaumgartner@allnorth.com</a>
Email:	<a href="mailto:Nilton.Praticante@westkelownacity.ca">Nilton.Praticante@westkelownacity.ca</a>	Revision:	0
Copy To:	Rob Hillis ( <a href="mailto:Rob.Hillis@westkelownacity.ca">Rob.Hillis@westkelownacity.ca</a> )		

**RE: 2020 DCC Road Priorities**

## 1 INTRODUCTION

Allnorth Consultants Ltd. were retained by the City of West Kelowna to update priorities for development cost charge (DCC) arterial road improvements. In March 2018, Watt Consulting Group provided the *West Kelowna DCC Road Priority Update (2018 Report)* that reprioritized DCC road projects based on ICBC collision data, development projections, and the need for pedestrian and cycling facilities. This memorandum provides an update to each prioritization.

## 2 ROAD SAFETY

Road safety is assessed based on the latest five years of available ICBC claims data and the cost of those collisions. The claims dataset ranges from 2015-2019. The prioritization of road segments cost of collisions aims to address road safety issues with future design enhancements to the corridor. Therefore, road safety is a key design input and decision factor for corridor improvements. New designs must mitigate existing safety issues and anticipate the impacts that design features would have on road safety. The 2018 Report covered 2012-2016, since then

The cost of collisions is used in the evaluation to weigh the higher cost of collisions due to higher severity. The ICBC Road Improvement Program 2015 Program Evaluation Report provides the cost of collisions for property damage only (PDO) and casualty (injury or fatal) collisions. These values inflated to today's dollars at an average 1.6% per year and rounded are as follows:

- PDO Collisions: \$3,300
- Casualty Collisions: \$36,000

**Table 1** shows the ranked summary of collision costs per road segment. Old Okanagan Highway from Butt Road to Reece Road is the highest at \$1.17 million over the five years. Gellatly Road from Carrington Road to Boucherie Road has increased to \$1.11 million over the five years from the 2018 Report's analysis of 2012-2016 (\$0.2 million).

**Table 1: DCC Road Segments Ranked by Collision Costs (2015-2019)**

Rank	#	Segment	From	To	PDO	Injury	Collision Cost
1	7b	Old OK Hwy	Butt Rd	Reece Rd	38	29	\$ 1,169,400
2	3a	Gellatly Rd	Carrington Rd	Boucherie Rd	20	29	\$ 1,110,000
3	7a	Old OK Hwy	Dobbin Rd	Butt Rd	18	21	\$ 815,400
4	9	Bartley Rd	Stevens Rd	Highway 97	31	18	\$ 750,300
5	2	Boucherie Rd	Carrall Rd	Gellatly Rd	6	17	\$ 631,800
6	1b	Boucherie Rd	Ogden Rd	Green Bay Rd	27	15	\$ 629,100
7	8a	Shannon Lake Rd	WFN IR#9	Asquith Rd	15	11	\$ 445,500
8	8f	Shannon Lake Rd	1850	Bartley Rd	13	9	\$ 366,900
9	5b	Elliott Rd	Solar Rd	Butt Rd	11	9	\$ 360,300
10	10a	Stevens Rd	Bartley Rd	Ross Rd	13	8	\$ 330,900
11	10b	Stevens Rd	Ross Rd	Westlake Rd	7	8	\$ 311,100
12	8d	Shannon Lake Rd	2750	Golf Course Dr	9	6	\$ 245,700
13	8b	Shannon Lake Rd	Asquith Rd	2835 Shannon Lake Rd	6	5	\$ 199,800
14	1c	Boucherie Rd	Green Bay Rd	WFN IR#9	10	4	\$ 177,000
15	5c	Elliott Rd	Butt Rd	Reece Rd	6	4	\$ 163,800
16	4d	Glenrosa Rd	McGinnis Rd	Gates Rd	8	3	\$ 134,400
17	6a	Smith Creek Rd	Elliott Rd	Wild Horse Dr	4	2	\$ 85,200
18	5a	Elliott Rd	Delray Rd	Solar Rd	3	2	\$ 81,900
19	8e	Shannon Lake Rd	Golf Course Dr	1850	13	1	\$ 78,900
20	3c	Gellatly Rd South	4251	4035	3	1	\$ 45,900
21	6b	Smith Creek Rd	Wild Horse Dr	Copper Ridge Rd	2	1	\$ 42,600
22	3b	Gellatly Rd South	Whitworth Ave	4251	1	1	\$ 39,300
23	4a	Glenrosa Rd	Highway 97	Webber Rd	1	1	\$ 39,300
24	11	Hudson Rd	Guidi Rd	Boucherie Rd	5	0	\$ 16,500
25	3e	Gellatly Rd South	Glen Canyon Dr	Glen Canyon Dr	2	0	\$ 6,600
26	5d	Elliott Rd	Reece Rd	Smith Creek Rd	1	0	\$ 3,300
27	3d	Gellatly Rd South	4035 Gellatly Rd S	Glen Canyon Dr	1	0	\$ 3,300
28	4b	Glenrosa Rd	Webber Rd	Glen Abbey Pl	1	0	\$ 3,300
29	3f	Gellatly Rd South	Glen Canyon Dr	Highway 97	0	0	\$ -
30	8c	Shannon Lake Rd	2835	2750	0	0	\$ -

### 3 DEVELOPMENT PROJECTIONS

Projections for future development build-out are used to estimate intersection capacity needs on the arterial road network. They are prioritized based on the anticipated horizon year for developments to build-out or background traffic to trigger an improvement. **Table 2** provides the priority segments based on intersection capacity needs. The Gellatly Road & Carrington Road intersection is over capacity while additional development is being constructed and occupied. As such, it ranks as number 1. Old Okanagan Highway & Butt Road needs left-turn lanes at the signal. The Old Okanagan Highway & Reece Road intersection is expected to need capacity improvements by 2025 depending on how proposed developments proceed.



**Table 2: DCC Road Segments Ranked by Anticipated Intersection Capacity Needs**

Rank	#	Segment	From	To	Year	Comment
1	3a	Gellatly Rd	Carrington Rd	Boucherie Rd	2020	Capacity needs for several multi-family projects under DP, construction, or recently occupied.
2	7b	Old OK Hwy	Butt Rd	Reece Rd	2020	Old OK Hwy capacity improvements for Butt Rd & Reece Rd
3	10a	Stevens Rd	Bartley Rd	Ross Rd	2025	Bartley Rd & Stevens Rd / Shannon Lake Rd intersection improvements
4	1c	Boucherie Rd	Green Bay Rd	WFN IR#9	2026	Boucherie Rd & Mission Hill Rd intersection depending on development build-out
5	5c	Elliott Rd	Butt Rd	Reece Rd	2027	Improvements related to Reece Rd and Smith Creek developments
6	7a	Old OK Hwy	Dobbin Rd	Butt Rd	2028	Old OK Hwy & Gossett Rd intersection improvement
7	8d	Shannon Lake Rd	2750 Shannon Lake Rd	Golf Course Dr	2028	Tallus Ridge Roundabout with Tallus Ridge Dr extension & Smith Creek Development
8	5d	Elliott Rd	Reece Rd	Smith Creek Rd	2030	Elliott Rd & Smith Creek Rd intersection improvement with Smith Creek development

## 4 PEDESTRIAN & BICYCLE FACILITIES

The City of West Kelowna's Pedestrian and Bicycle Infrastructure Plan methodology for prioritizing active transportation facilities is used to assess the need for DCC arterial roads. As per the 2018 Report, the road segments are prioritized based on weightings summarized in **Table 3**. The weightings score 5-minute walking (400m) and 10-minute walking (800m) radii from major destinations / trip generators. These trip generators include the transit exchanges, schools, community centres, neighbourhood commercial, major parks and heritage sites, major bus stops, and facilities on the winery or farm route links. These facilities also have the highest latent demand for pedestrian and bicycle travel. Once walking and cycling facilities are built they will attract more users, thereby meeting latent demand. Without boarding and alighting volumes at the bus stops, latent demand is assessed from facilities that will generate active transportation trips. Facilities that generate trips that are most likely to be utilized through active transportation have been broken down and given a corresponding weighting. The amount of weight given to a facility depends on its desirability or need for active transportation facilities. Higher scores are given to projects that fall within the 400m radius and lower scores for those that are between a 400m and 800m radius. Some facilities (Farms, Wineries, and Major Bus Stops) only apply to a project if they lay directly on the same network link as the project. Major bus stops refer to timing points in the transit routes.

**Table 3: Prioritization Weightings**

TRIP GENERATOR	5-MINUTE WALK	10-MINUTE WALK
Transit Exchange	10	6
Elementary School	9	6
Middle/Secondary School	8	5
Community Centres	7	4
Neighbourhood Commercial	7	5
Major Parks & Heritage Sites	7	4
NETWORK LINK WEIGHTS		
Connects Links	5	
Extends Link	2	
Major Bus Stop on Link	4	
Winery or Farm Route on Link	2	

The weightings are then aggregated for each segment and then they are evaluated for existing sidewalk facilities (there are few cycling facilities). Segments with full sidewalks existing on either side of the road are factored with a zero, those with three quarter sidewalk coverage are factored by 0.75, half sidewalks by 0.5, and no sidewalks with a factor of 1.0. The 'Connect Link' and 'Extend Link' weightings are aggregated after the total is factored. The priority segments for pedestrian and bicycle facilities are shown in **Table 4**.

**Table 4: DCC Road Segments Ranked by Latent Demand**

Rank	#	Segment	From	To	Rank
1	8b	Shannon Lake Rd	Asquith Rd	2835 Shannon Lake Rd	30
2	3a	Gellatly Rd	Carrington Rd	Boucherie Rd	25
3	8a	Shannon Lake Rd	WFN IR#9	Asquith Rd	24
4	9	Bartley Rd	Stevens Rd	Highway 97	23
5	5b	Elliott Rd	Solar Rd	Butt Rd	21
6	5c	Elliott Rd	Butt Rd	Reece Rd	20
7	3b	Gellatly Rd South	Whitworth Ave	4251 Gellatly Rd South	18
8	7a	Old OK Hwy	Dobbin Rd	Butt Rd	17
9	5a	Elliott Rd	Delray Rd	Solar Rd	15
10	8c	Shannon Lake Rd	2835 Shannon Lake Rd	2750 Shannon Lake Rd	15
11	3d	Gellatly Rd South	4035 Gellatly Rd S	Glen Canyon Dr	14
12	1c	Boucherie Rd	Green Bay Rd	WFN IR#9	14
13	11	Hudson Rd	Guidi Rd	Boucherie Rd	13
14	8f	Shannon Lake Rd	1850 Shannon Lake Rd	Bartley Rd	12
15	8d	Shannon Lake Rd	2750 Shannon Lake Rd	Golf Course Dr	11
16	3c	Gellatly Rd South	4251 Gellatly Rd South	4035 Gellatly Rd S	10
17	1b	Boucherie Rd	Ogden Rd	Green Bay Rd	8
18	10b	Stevens Rd	Ross Rd	Westlake Rd	8
19	5d	Elliott Rd	Reece Rd	Smith Creek Rd	8
20	3f	Gellatly Rd South	Glen Canyon Dr	Highway 97	8
21	7b	Old OK Hwy	Butt Rd	Reece Rd	7
22	2	Boucherie Rd	3716 Carrall Rd	Gellatly Rd	7
23	4a	Glenrosa Rd	Highway 97	Webber Rd	6
24	4d	Glenrosa Rd	McGinnis Rd	Gates Rd	5
25	3e	Gellatly Rd South	Glen Canyon Dr	Glen Canyon Dr	5



Rank	#	Segment	From	To	Rank
26	8e	Shannon Lake Rd	Golf Course Dr	1850 Shannon Lake Rd	3
27	10a	Stevens Rd	Bartley Rd	Ross Rd	2
28	6b	Smith Creek Rd	Wild Horse Dr	Copper Ridge Rd	2
29	6a	Smith Creek Rd	Elliott Rd	Wild Horse Dr	0

## 5 SUMMARY

The highest ranking projects vary by each criteria, however, the most urgent projects are as follows:

- Gellatly Road from Carrington Road to Boucherie Road ranks:
  - #2 for road safety;
  - #1 for intersection capacity needs; and
  - #2 for latent demand.
- Old Okanagan Highway from Butt Road to Reece Road ranks:
  - #1 for road safety and
  - #2 for intersection capacity needs.
- Bartley Road from Stevens Road to Highway 97 ranks:
  - #4 for road safety;
  - #3 for Bartley Road & Stevens Road intersection; and
  - #4 for latent demand.
- Old Okanagan Highway from Dobbin Road to Butt Road ranks:
  - #3 for road safety;
  - #6 for Old Okanagan Highway & Gossett Road Intersection capacity; and
  - #8 for latent demand.
- Shannon Lake Road from WFN IR#9 to Asquith Road ranks:
  - #7 for road safety;
  - #3 for latent demand.

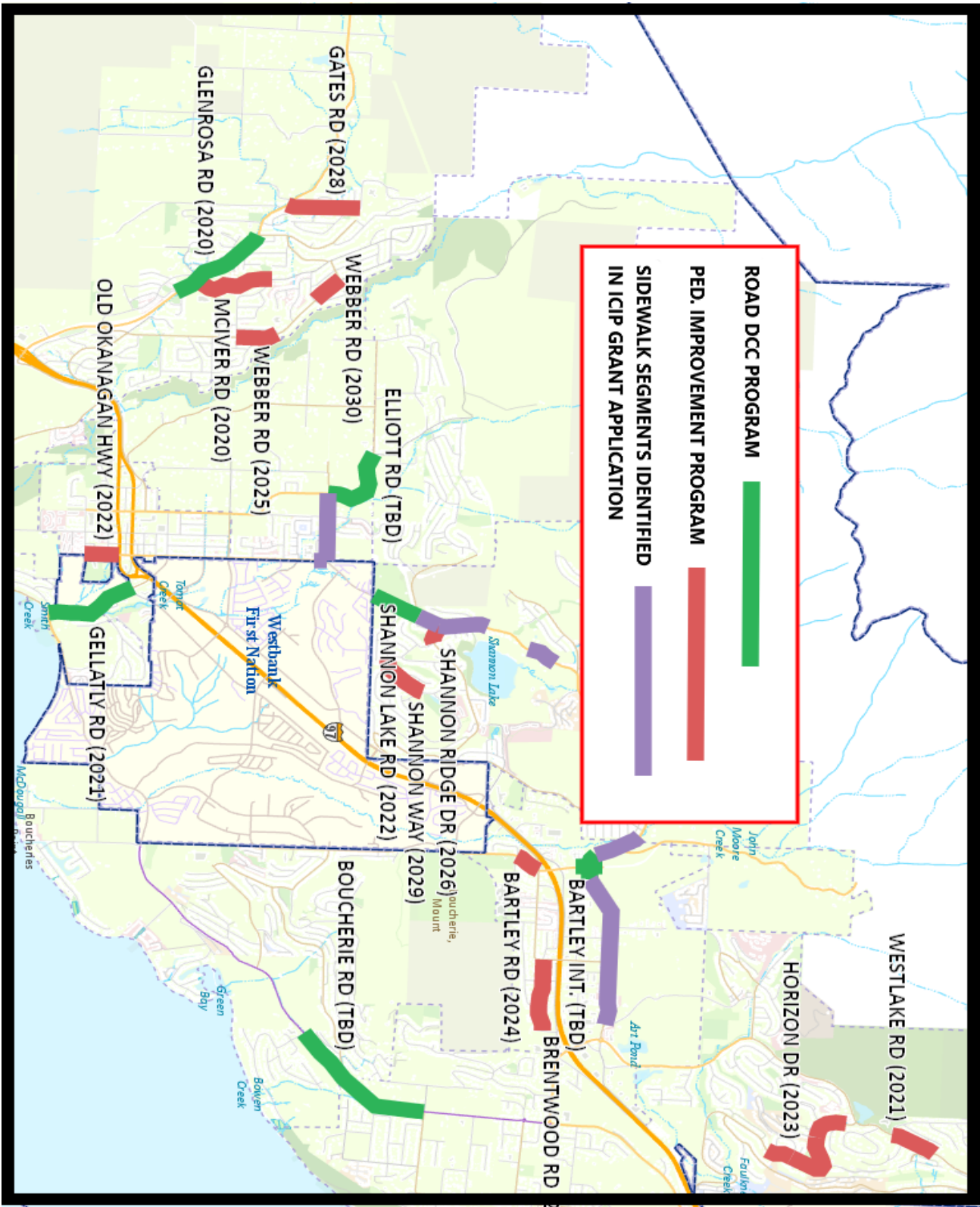
Please contact me at 778-738-2960 if you have any questions or comments. Thank you.

Sincerely,

Allnorth Consultants Limited

Tom Baumgartner, MSc, P.Eng., RSP1  
Transportation Group Lead

APPENDIX B – WEST KELOWNA FUTURE PROJECT HORIZON MAP







## INFORMATION ONLY COUNCIL REPORT

To: Paul Gipps, CAO

Date: November 17, 2020

From: Erin Goodwin, Facilities and Recreation Manager

Subject: **COVID-19 Update – Recreational Facilities**

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### EXECUTIVE SUMMARY

The purpose of this report is to provide Council background and an update on COVID-19 policies and procedures related to keeping City of West Kelowna (CWK) recreational facilities operating safely, effectively, and efficiently in a manner that meets the recommended guidelines of various provincial jurisdictions.

Attached to this report is a timeline and summary of the COVID-19 closures, the BC Restart Plan, and other provincial or regional COVID-19 influences that were taken into consideration when developing these policies and procedures.

### BACKGROUND

In March 2020, the Province of BC declared a state of emergency, banned mass gatherings of more than 50 people, and imposed restrictions and orders that closed various types of businesses and facilities to the public, including CWK recreational facilities.

Since March, the City of West Kelowna has been meeting with multiple municipalities, organizations, and other provincial jurisdictions, on a weekly basis, to assist in developing and updating COVID-19 policies and procedures.

In May, the Province of BC implemented Phase 2 of the BC Restart Plan to try to reopen more businesses and facilities, including some recreational services.

To assist in creating guidelines associated with the BC Restart Plan, the province of BC tasked organizations such as the BC Recreation and Parks Association (BCRPA), Via Sport, Recreation Facilities Association of BC (RFABC), and Life Saving Society to develop these guidelines to ensure sport, recreation, and recreational facilities can operate safely, effectively, and efficiently during the pandemic.

In June, Council adopted a policy stating that the City of West Kelowna will continue to get direction from the BCRPA when making decisions on guidelines and recommendations associated with operating our recreation facilities and keeping exposure rates from increasing. Adopting a policy to assist the CWK in making future decisions on COVID-19 was a recommendation from Municipal Insurance Association of BC.

For the most part, sport organizations and public are complying with the rules and guidelines created by the City, but we do continue to receive phone calls, emails, and comments where some of our rules and guidelines are being challenged or questioned. One comment frequently heard from the public is in regards to spectators inside CWK facilities and some of the restrictions placed on spectators.

The messaging staff would like to get out to the public is that the CWK is taking its direction from the Provincial Health Officer, Via Sport, and BCRPA when making decisions on policies and procedures, including spectators inside recreation facilities. Other factors such as COVID-19 activity in the region as well as what is happening elsewhere in the province is also taken into consideration when developing or updating these policies and procedures.

On November 3<sup>rd</sup>, it was reported in the Chilliwack media that multiple sport associations were shutting down and pausing their seasons due to a rise in COVID-19 cases in their region. Shortly afterwards the Provincial Health Officer issued new orders that took effect November 7<sup>th</sup> for the Fraser Valley and Coastal Health regions that placed stronger restrictions on gatherings in both public and private buildings, indoor and outdoor spaces, fitness and sport activities, as well as travel in and out of the region.

The City understands that the Fraser Valley and Coastal Health regions have higher case counts of COVID-19 than the West Kelowna area. However, it is a stark reminder of what we are trying to prevent to ensure our facilities can stay open and the CWK is able to provide a safe place for people to continue to enjoy recreational activities.

As confirmed cases climb in the region, we understand how fast this virus can spread. As a result, the City is following the recommendation from the BCRPA to focus on only allowing operational essential personnel at CWK recreational facilities during all recreational and sporting events. In an effort to continue sports and recreational activities, we recommend continuing to follow BCRPA guidelines

Operational essential personnel can be described as those people who need to be there to run a successful event. For a high performance hockey game, this may include, but is not limited to the following: players, coaches, referees, time keepers, score keepers, music operators, TV broadcasting, radio broadcasting, team managers, team trainers, first aid attendants, and COVID-19 ambassadors.

Spectators for all activities are being discouraged and only those personnel as described in CWK operating procedures can attend the events. Currently the procedures states the following:

- *The CWK will continue to permit one responsible adult per participant to act as a support person, if required, for each child 9 years old or younger.*
- *The CWK will continue to permit one responsible adult per participant who requires special assistance in order to participate in an event.*

See attached COVID-19 Arena Use Procedures for more information.

In conjunction with discouraging spectators to help keep our recreational facilities safe, on November 3<sup>rd</sup>, the CWK issued a press release stating that masks are required to be worn at all CWK operated facilities.

The CWK acknowledges that there is a lot of pressure to offer more services, including allowing spectators. However, the CWK also recognizes that we are in the middle of a pandemic and as a result, the CWK is trying to create policies and procedures to discourage gatherings of people at this time, instead of promoting or encouraging them.

The City of West Kelowna meets with the BCRPA and other municipalities on a weekly basis to discuss new orders, guidelines, or other topics to help understand what other municipalities are doing. One goal of the BCRPA has been to try to create a cohesive approach amongst BC municipalities where decisions are made together and guidelines are rolled out together. Such an approach creates consistency throughout the province and allows municipalities to be in line with what the majority of BC municipalities are doing.

The City West Kelowna has been a leader during this COVID-19 BC Restart Plan and has much to be proud of, including the following:

- Jim Lind Arena was the first public rink to reopen in BC.
- Royal LePage Place was the first public rink to host a BCHL hockey game.
- Multiple guidelines created by City of West Kelowna staff have been used as templates or the foundational framework when creating provincial recommendations.
- Many recreational park amenities, facilities, and programs are up, running, and currently open for public enjoyment.

## **TIMELINE**

Below is a timeline and summary of the COVID-19 closures and BC Restart Plan associated with CWK recreation programs and facilities.

March 2020	Due to the COVID-19 pandemic, the Province of BC declared a state of emergency, banned mass gatherings of more than 50 people, and
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imposed restrictions and orders that forced various types of businesses and facilities to close their doors to the public, including CWK recreational facilities.

The closures also affected many recreational programs that led to public recreational services forced to shut down for approximately 3 months.

May 2020

The Province of BC implemented Phase 2 of the BC Restart Plan to try to reopen businesses and facilities, including some recreational services.

Recreation centers and social distance programs were allowed to reopen if facility owners and facility user groups had a COVID-19 Plan that followed Provincial guidelines associated with social distancing, sanitization, contact tracing, capacity limits, and other provincial recommendations.

Most of the guidelines required user groups to social distance at all times, no team or league play was allowed, and the focus was getting people to enjoy safe recreational activities.

June 2020

Council adopts a policy stating that the City of West Kelowna will continue to get direction from the BCRPA (BC Recreation and Parks Association) when making decisions on guidelines and recommendations associated with operating our facilities. Adopting a policy to assist the CWK in making future decisions on COVID-19 was a recommendation from Municipal Insurance Association of BC.

The City of West Kelowna reopened Jim Lind Arena after closing for about 3 months and was the first public rink in all of BC to reopen to the public. Rentals were limited to skill and drill development only. Guidelines for safe game play and league play had not been approved by the province.

The Province of BC implemented Phase 3 of the BC Restart Plan to reopen additional businesses and facilities, including more recreational services.

July 2020

CWK summer recreation programs were up and running, however, modifications to class sizes were made to accommodate the provincial guidelines associated with COVID-19.

Some of the programs included but were not limited to the following: park play days, art camps, hockey skills camp, farm camp, yoga,



pickelball, stick and puck, tennis camps, Zumba, and child day camps.

Dry programs were also offered at Johnson Bentley Memorial Aquatic Centre (JBMAC), however, aquatic and pool programs remained closed.

August 2020

The Province of BC approved Via Sport's Return to Play guidelines, which acts as the guiding document to support sport organizations and sports leagues to return to league and game play.

The guideline outlines event, league, and rental responsibilities and parameters associated with social distancing, sanitization, contact tracing, capacity limits, and other provincial recommendations.

Sports leagues such as hockey, soccer, baseball, football, and others started inquiring about CWK facility rentals for their league and sport organizations.

Royal LePage Place reopened for ice rentals.

September 2020

Johnson Bentley Memorial Aquatic Centre (JBMAC) implemented a COVID-19 Plan to reopen its aquatic facilities to the public.

Royal LePage Place became the first public rink to host a BCHL hockey game.

October 2020

Government of BC announced that the province had entered into the second wave associated with COVID-19 pandemic.

November 2020

BCRPA released statement regarding spectators and operating essential personnel.

Chilliwack announced that multiple sport and recreation organizations would be pausing activities, until further notice due to increased COVID-19 cases.

Government of BC imposed further restrictions and an order for the Fraser Valley and Coastal Health regions.

City of West Kelowna issued a press release on masks being required at all CWK operated facilities.

Three local schools within the West Kelowna boundaries reported cases of COVID-19.

## BENEFITS OF RECREATION

There are many physical and mental benefits when offering recreational services during this pandemic period where people are coping with fear, anxiety, stress, financial concerns, sadness, boredom, and isolation.

Some of those benefits include, but are not limited to the following:

*\*(courtesy of Health Link BC)*

Health Link BC Benefits of Keeping Active	
<b>Decreases in:</b> <ul style="list-style-type: none"><li>• Anger</li><li>• Anxiety (worry and fear)</li><li>• Confusion</li><li>• Depression (you'll likely be better at preventing, reducing, and managing depression)</li><li>• Headaches</li><li>• Stress and tension (you'll likely be able to cope better with stress)</li></ul>	<b>Increases in:</b> <ul style="list-style-type: none"><li>• Assertiveness (being able to ask for what you need and make decisions)</li><li>• Confidence and feeling able to do things</li><li>• Emotional stability (less troubled by life's challenges and disappointments)</li><li>• Independence</li><li>• Memory</li><li>• Having a positive mood</li><li>• Perception (better at noticing what's going on around you)</li><li>• Positive body image (feeling good about the way you look)</li><li>• Feeling of well-being</li><li>• Self-worth and self-esteem (feeling good about the way you see yourself)</li></ul>

## CONCLUSION

The CWK acknowledges that this pandemic has been a trying time for many. Our goal is to continue offering recreational services to the community and not have to shut down any of our facilities. The CWK will continue creating a safe environment by operating our facilities in a manner that complies with the Provincial Health Officer orders and the recommendations of organizations such as the BCRPA, Via Sport, RFABC, and Life Saving Society.

The City of West Kelowna would like to thank the public for their cooperation and patience during this unprecedented time.

**REVIEWED BY**

Warren Everton, Director of Finance/CFO

Shelley Schnitzler, Legislative Services Manager/Corporate Officer

**APPROVED FOR THE AGENDA BY**

Paul Gipps, CAO

PowerPoint: Yes ☒ No ☐

Attachments:

COVID-19 Arena Use Procedures



# City of West Kelowna

## COVID 19 ARENA USE PROCEDURES

(Updated November 3, 2020)

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### General Information

- All participants must abide by all Federal, Provincial, Municipal, and Organizational COVID-19 safety plans / orders.
- Social Distance... Wash Hands... Have Fun! 😊😊😊

### Entrance Rules

- As of November 3<sup>rd</sup>, masks are required when inside CWK operated facilities.
- User groups must enter and exit from designated entrance and exit locations.
- Facility access for participants is limited to 15 minutes prior to the rental time – please be on time.
- All rental groups are required to have a COVID Ambassador to assist with facility access and managing occupancy limits.
- Facility users will not be allowed in the building until their COVID ambassador has arrived.
- Arena staff will only open doors for ambassador.
- Doors will be opened 15 minutes prior to the ice rental.
- Doors must remain locked at all times.

### Change Area Rules

- As of October 18<sup>th</sup>, participants can change inside the arena dressing rooms.
- Masks must be worn at all times when inside the dressing rooms.
- Public nudity is not permitted in designated changing areas – undergarments to be worn at all times.
- Dressing room toilets and showers are not permitted for use at this time.
- Clothing and bags must be left at designated seating location as the participants take the ice.
- All participants must vacate the facility **10 minutes** after rental has ended so that areas of the facility can be prepped, cleaned, and disinfected prior to the next group entering the building.

### On Ice Rules

- All participants must remain a minimum of 2 meters apart when on the field of play, unless the organizer has submitted a plan that abides by the Provincial Health Officer and Via Sport guidelines related to game play / cohorts and the plan can be accommodated by the City.
- Skill development activities and drills only, unless a game play or cohort plan has been submitted and can be accommodated by the City.
- All participants must remain a minimum of 2 metres apart when off the field of play.
- No sharing of equipment.
- At the end of the session, participants must exit the ice on time so that the next group can start on time.

### Miscellaneous Rules

- The City will continue to permit one responsible adult per participant to act as a support person, if required, for each child 9 years old or younger.
- The City will continue to permit one responsible adult per participant who requires special assistance in order to participate in an event.
- The City will continue to permit essential event personnel inside the facility. This includes but is not limited to players, coaches, referees, time keepers, score keepers, music, tv broadcasting, radio broadcasting, team managers, team trainers, first aid attendants, door ambassadors, etc.
- As recommended by the BCRPA, at no time will a single event exceed 65 personnel.
- No spitting anywhere inside the facility or on the ice.
- **Sanitization of the arena spaces will only occur periodically. Please wash your hands.**