



**CITY OF WEST KELOWNA**  
**MINUTES OF THE ECONOMIC DEVELOPMENT COMMITTEE MEETING**

Wednesday, October 13, 2021  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Chris Kotscha, Chair  
Laurie Evans, Vice Chair  
Amber Hall  
Krista Mallory  
Tyler Neels  
Lorrie Whiteway

MEMBER ABSENT: Michael Porter  
Nick Wizinsky

Staff Present: Mark Koch, Director of Development Services  
Bob Dargatz, Development Engineering Manager  
Nilton Praticante, Engineering Supervisor  
Stirling Scory, Planner II - Long Range  
Salina Curtis, Economic Development and Tourism Coordinator  
Natasha Patricelli, Recording Secretary

---

**1. CALL THE ECONOMIC DEVELOPMENT COMMITTEE MEETING TO ORDER**

The meeting was called to order at 8:03 a.m.

The meeting was open to the public. In accordance with COVID-19 protocols, Interior Health Restrictions, and the City's COVID-19 Safety Plan regarding indoor seated gatherings and events, a viewing area that could accommodate twelve members of the public was available. This meeting was webcast live and archived on the City's website.

**2. INTRODUCTION OF LATE ITEMS**

**3. ADOPTION OF AGENDA**

It was moved and seconded

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

CARRIED UNANIMOUSLY

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

##### **4.1 Minutes of the Economic Development Committee Meeting held September 8, 2021 in the City of West Kelowna Council Chambers**

It was moved and seconded

**THAT** the minutes of the Economic Development Committee Meeting held September 8, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

#### **5. PRESENTATIONS**

#### **6. DELEGATIONS**

#### **7. UNFINISHED BUSINESS**

#### **8. REFERRALS**

#### **9. CORRESPONDENCE AND INFORMATION ITEMS**

##### **9.1 Development Cost Charge Bylaw Update**

Highlights of the presentation include:

- Development Cost Charges (DCC's) are paid by applicants through subdivision approval for single family lots or building permits to construct multi family, commercial, industrial and institutional;
- DCCs pay for future infrastructure projects related to development;
- DCC rates are calculated from project cost list divided by growth from OCP;
- Reviewed project list, infrastructure master plans, actual construction costs, construction cost indices, OCP growth projections;
- Significant cost increases due to material, labour, project scope and land costs;

- Council is considering a park DCCs for Commercial and Industrial use;
- Exemption for current DCC bylaw for construction value below \$75,000; Considering increasing this amount to \$100,000;
- Examining DCC sector approach. Currently retaining existing city-wide approach;
- DCC Waivers for affordable rental housing and supportive housing;
- Assist factors how to adjust DCCs once rate has been calculated;
- CWK is 1% assist factor for roads, sewage, drainage, water and parks is 25%;
- Next steps to engage the development community, residents, ministry, adjacent jurisdictions, and coordinate with OCP and Transportation Master Plan;
- Met with UDI. Stakeholder workshop should be happening later this month;
- DCC bylaw requires approval of Inspector of Municipalities by the end of the year;
- Bylaw approval process includes: three readings by council, referral to Ministry, approval by Inspector, and fourth reading/adoption by Council.

Questions/discussion on the presentation:

- Cost increases are the difference between 2016 and current? Correct. Some projects have been completed and some have been added. Construction cost between two bylaws;
- Do other municipalities charge Commercial/Industrial park DCCs? Yes, City of Kelowna and District of Lake Country currently do this;
- Commercial/Industrial stakeholders included in community engagement piece? Yes and UDI;
- When would assist per unit be applicable? For example, when draft DCC rates are higher than regional rates. Council may choose to consider and apply a higher assist factor to make DCC rates competitive. Assist factor would be incorporated into the cost calculation and incorporated into bylaw;

- How will this be communicated with the residents? Working through communications and engagement process with Urban Systems consultant and our Communications department. Starting with update to our website and citizen survey;
- Certain areas in the community require more infrastructure than others. Will consideration be given for the DCC sector approach vs city-wide? Stakeholder group reviewed DCC sector approach and determined difficult to look at area sector approach as the benefit is still to the entire community. Recommendation to Council is city wide approach however the decision is Councils;
- Exemption increase to \$100,000 is encouraged by the Economic Development Committee.

## **9.2 Tourism Update and Discussion**

Highlights of the presentation include:

### Industry Updates

- Short Term Accommodations - Inserts created for business license mailouts encouraging sign up for Directory Listing;
- Media Requests - Filming locations for horror/filming locations; Locally made products;
- Industry Collaboration - Wildfire Resiliency Roundtable Session, Regional Collaboration and Research Project for Tourism Stakeholders;
- Video & Photography - Collaboration with BC Ale Trail, Tourism Kelowna and Destination BC; Mountain biking video created last year for release this year and photography in house;
- Collaboration with the BC Ale Trail for West Kelowna. Website has video, pictures, itinerary and map. They have been able to start sponsoring and sharing West Kelowna Ale Trail on Facebook and Instagram due to restrictions lifting;
- Collaboration with Destination BC. The Fall Recovery Campaign to start next week for food, wine, outdoor and indigenous experiences.

#### Highlights of Committee Discussion Questions:

1. What do you think the local tourism economy will look like this fall and winter?
2. What off season tourism activities would you want to learn more about as a local? As a visitor?
3. What do you think success would like like in 2021 for Visit Westside?
  - Patio locations in West Kelowna (heated patios for shoulder season);
  - Location of ATV and side by side trails, places to park with trailers, and where to go afterwards (itineraries);
  - Weekend excursions for regional local guests during off season;
  - Unique indoor experiences/activities such as museum, art gallery, craft workshops, cooking, dance classes, indoor golf;
  - Appreciate Visit Westside website with calendar of events;
  - Non vaccinated people may want to stay and participate in take out food experiences or activities;
  - Encourage safe community outdoor events or family events;
  - Telemark has snowshoe trails but hiking trails also double as snowshoe trails in the winter;
  - Promote local businesses that focus on cold weather gear or rentals;
  - Success for Visit Westside - encouraging maximum tourism while balancing COVID implications. Success is a blend between local resident and guests activities in safe ways.

### **9.3 Development Services Update**

Highlights of the presentation include:

#### Official Community Plan Overview

- Preparing report for Council that will outline what was heard from the Community during the engagement process;
- Phase 2 of OCP update - understanding growth objectives;
- Future Phases include policy development and adoption of OCP;
- Completion of OCP expected for July 2022;

- Engaged through virtual stakeholder meetings, pop-up public engagement events (July and October) and online activity page;
- Engagement exercises included:
  - Growth objectives to identify opportunities and challenges for Town Centre, Neighbourhood Nodes, Transit-Oriented and Lake Focused models;
  - Housing Typology exercise for how and where we see growth in the Community for low, medium and high density housing;
- Social media engagement through social media posts, public service announcements and project cards;
- More community participation to come in the future;

Questions on the presentation:

- How is the OCP incorporating growth and development into tourism and hotel accommodations in the community? That would come at a later date, currently the focus is residential;
- West Kelowna is limited for Commercial/Industrial space. Is there a plan of engagement for more industrial commercial space could be found in West Kelowna? Will come at a later stage with the Land Use Plan for future growth areas.

#### **9.4 Transportation Master Plan Update**

Highlights of the presentation include:

- Transportation Master Plan maintaining steady progress on the plan with consultant HDR;
- Key stakeholder meetings have been held;
- Collaboration with the Ministry identified key areas for improvement;
- Partnered with UBCO to establish data collection scope and preliminary analysis has been completed on several corridors within the City;
- Currently developing macro and micro simulation models; Options include: Westbank Centre and Gellatly Road;
- Looking at Active Transportation Network;

- Formal stakeholder meetings to come with Ministry, Westbank First Nation, BC Transit, Interior Health and ICBC;
- Transportation Master Plan public communication and engagement opportunities to come later this year/early next year;

Questions on the presentation:

- Is fire egress included in the plan? Yes, that will be incorporated into the plan;
- Macro and micro simulation computer generated? Yes, existing data entered to show future projection of problem areas and recommend solutions.

## **10. OTHER BUSINESS**

### **10.1 Letter from the Public**

Some Economic Development Committee members received a letter from a Steering Committee regarding Unaddressed Shannon View Drive OCP/Zoning Bylaw Amendments.

Staff advised that the process for public interest is to participate and engage through the Public Hearing process.

## **11. ADJOURNMENT OF THE MEETING**

The meeting adjourned at 9:13 a.m.

---

CHAIR

---

RECORDING SECRETARY