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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** January 22, 2007  
**File No.:** 0540-20

**To:** City Manager

**From:** Downtown Centre Strategy Task Force

**Subject:** Downtown Centre Strategy Task Force Activities (2006)

Report prepared by: Signe K. Bagh, Manager Policy/Research/Strategic Planning

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### RECOMMENDATION

THAT the activity update reflected in the January 22, 2007 report from the Downtown Centre Strategy Task Force be received for information;

AND THAT the Terms of Reference for the Downtown Centre Strategy Task Force be amended to reflect a nine-member Task Force;

AND THAT in addition to the members currently appointed to the Downtown Centre Strategy Task Force, Weldon LeBlanc be appointed to the Task Force for a term ending on December 31, 2007.

### BACKGROUND

City Council established the Downtown Centre Strategy Task Force on December 5, 2005. The Task Force was initially appointed for a one-year term ending on December 31, 2006. (On December 18, 2006, Council extended the term of appointment for the Downtown Centre Strategy Task Force from December 2006 to December 31, 2007.) Terms of Reference for the Task Force were endorsed on January 30, 2006. The first meeting of the Task Force was held on February 16, 2006. Since then, the Task Force has met monthly, for a total of twelve meetings.

The Task Force includes representation from a broad cross-section of community interests, currently represented by:

- Councillor Colin Day, Chair
- Councillor Carol Gran
- Dale Knowlan
- Gordon Hartley
- Jim Meiklejohn
- Rita Milne
- Dave Thomas

- Ken Webster

The Task Force's activities have been supported by interdepartmental staff efforts, coordinated by the Manager of Policy/Research/Strategic Planning.

It is suggested that in addition to the above individuals, Weldon LeBlanc be appointed to the Task Force to provide representation from the Kelowna Chamber of Commerce.

## **ACTIVITIES**

The Terms of Reference indicate that the objective of the Task Force is to make the downtown a desirable place to live and work. The Terms of Reference (see attached) provide specific direction on the types of initiatives to be pursued by the Task Force to help achieve that objective. Those initiatives have been the focus of the Task Force's efforts. Specifically, since inception, the Task Force has:

1. Downtown Design Awards – obtained agreement from the Downtown Kelowna Association to oversee this function, with support from Planning and Development Services Dept. staff
2. Downtown Model – assessed the merits of obtaining a model, determined costs, obtained Council agreement to fund, reviewed proposals, and took receipt of the model
3. Implementation of Downtown Streetscape Improvement Study – recommended that staff approach Council for funding of Richter St. and Water St. enhancements to help achieve standards set out in Subdivision and Development Servicing Bylaw and Downtown Streetscape Plan
4. Alleys – suggested that lanes being repaved as a result of utility upgrades be given a “higher level of finish” on at least a portion of the lane, got agreement from Works and Utilities to keep the Task Force apprised of future opportunities, endorsed a temporary lane closure to allow for an outdoor seating area within a lane
5. Review of Downtown Plan – solicited and obtained input from UDI on the merits of reviewing the Plan, approached Ray Spaxman for ideas as to how the Plan could be reviewed, blue-skied options for review, suggested budget submission for funding of Plan review
6. Queensway Transit Station – provided input to Transportation Department's federal grant application for funding of a building at the transit station
7. Ellis Street – discussed ways to make Ellis St. more pedestrian friendly while acknowledging the street's function as a truck route
8. Town Squares/Farmers' Market – discussed opportunities for creating a town square in the downtown area and attracting a Farmers' Market to the area

The volunteer members of the Task Force are acknowledged and thanked for the role they have played in the above-noted achievements.

## SUMMARY

Significant progress has been made in fulfilling the mandate set out for the Task Force. There remain, however, a number of items on the “to do” list that the Task Force has, as a result of time constraints, not yet been able to tackle. The Task Force will aim to complete these items in 2007.

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Councillor Colin Day  
Chair

Attachment:  
Downtown Centre Strategy Terms of Reference