

Memo



Date: February 11, 2011
File: 7210-40
To: City Manager
From: Jeff Carlisle, Fire Chief
Subject: Fire Service Agreement Regional District of Central Okanagan

Recommendation:

THAT Council approves the City entering into an Agreement with the Regional District of Central Okanagan, for the expansion of fire protection in the June Springs Fire Protection Area and the Lakeshore Road Fire Protection Area as outlined in Schedule A of the agreement attached to the report of the Fire Chief dated February 11, 2011;

AND THAT the Mayor and City Clerk be authorized to execute the Fire Service Agreement in the form attached to the report of the Fire Chief dated February 11, 2011.

Purpose:

To obtain approval for the Kelowna Fire Department to extend fire suppression service to the Fire Protection Areas of June Springs and Lakeshore Road including the Strachan property as indicated in schedule A of the attached agreement.

Background:

Upon request from the Regional District of Central Okanagan, administrative staff from the City of Kelowna and Regional District of Central Okanagan developed the attached Fire Service Agreement that includes the terms and conditions, remuneration and specific areas that will be provided fire suppression service from the Kelowna Fire Department. On February 11th, 2011, the Regional District of Central Okanagan Board approved entering into a Fire Service Agreement with the City of Kelowna.

Financial/Budgetary Considerations:

Approval of this agreement will provide revenue going forward of approximately \$25,072.00 per year.

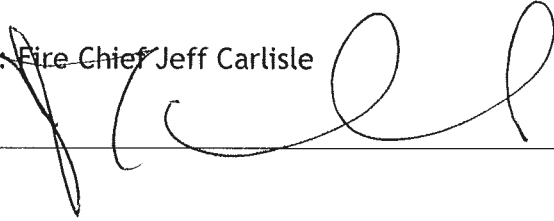
Considerations not applicable to this report:

Personnel Implications:
External Agency/Public Comments:

A handwritten signature in black ink, appearing to be the initials "JC".

Community & Media Relations Comments:
Alternate Recommendation:

Submitted by: Fire Chief Jeff Carlisle



for
Paul Macklem, General Manger Corporate Sustainability



Approved for inclusion:

Internal Circulation:

Director Financial Services
Fire Department
City Clerk
Risk Manager

Attachment:

Regional District of Central Okanagan Board Report dated January 26th, 2011: Fire Service Agreement-City of Kelowna (including proposed fire service agreement).

REGIONAL DISTRICT OF CENTRAL OKANAGAN

RESOLUTION

#33/11

THAT the Regional Board approve the Fire Service Agreement between the City of Kelowna and the Regional District of Central Okanagan for the expansion of fire protection services in the Lakeshore Road Fire Protection Service area and June Springs Fire Protection Area.

CARRIED

I, Harold Reay, Chief Administrative Officer of the Regional District of Central Okanagan, do hereby certify that the above is a true and correct copy of a resolution which was adopted by the Regional Board at its Regular Board meeting held the 10th day of February 2011

Dated at Kelowna, B.C.
this 16th day of February 2011



Harold Reay
Chief Administrative Officer



Regional Board Report

TO: Regional Board

FROM: Harold Reay
Chief Administrative Officer

DATE: January 26, 2011

SUBJECT: Fire Service Agreement – City of Kelowna

RECOMMENDATION:

THAT the Regional Board approve the Fire Service Agreement between the City of Kelowna and the Regional District of Central Okanagan for the expansion of fire protection service in the June Springs Fire Protection Service Area and the Lakeshore Road Fire Protection Service Area.

BACKGROUND

Staff have been working with the City of Kelowna Fire Department to amend the fire protection service agreement to include the 'Strachan' property in the Lakeshore Road Fire Protection Service Area. Attached is a letter from City of Kelowna's Fire Chief confirming support. Once the Regional District approves the Agreement, the Agreement will be forwarded to City of Kelowna Council for their approval.

In addition, fire protection service is provided by the City of Kelowna to the June Springs Fire Protection Service Area but this does not include Crown lands. An amendment bylaw is currently under consideration by the Regional Board (Bylaw 1283) to exclude those Crown lands that were inadvertently included in the original bylaw (Bylaw 1021). Ministry of Forests is responsible for fires within Crown lands.

This is for your consideration.



January 24, 2011

Regional District of Central Okanagan
1450 KLO Road
Kelowna, BC
V1W 3Z4

Attention: CAO Mr. Harold Reay

Dear Harold,

Please accept this letter as confirmation that the City of Kelowna supports the addition of the Strachan's property located at District Lot 2724S on Lakeshore Road to the Fire Service Agreement for the Lakeshore Area. This information and site description must be added to the attached agreement at Schedule A.

In addition please note the recommended minor changes in articles 3.1 and 3.2 regarding the payment schedule and that the City of Kelowna acknowledges receipt of payment for 2010.

Please advise me when the Regional District of Central Okanagan Board approves this agreement and I will seek City of Kelowna Council approval to enter into this agreement.

Should you have any further concerns, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Carlisle", written over a horizontal line.

Jeffrey G. Carlisle CFO, MA, CD
Fire Chief
Kelowna Fire Department
2255 Enterprise Way
Kelowna, BC V1Y 8B8



CC: Paul Macklem; Rod Miller

Attachment: File 1920-42 Fire Protection (Draft) - Lakeshore Road / June Springs Road

City of Kelowna
Station 1
2255 Enterprise Way
Kelowna, BC V1Y 8B8
TEL 250 469-8801
FAX 250 862-3371
kelowna.ca

Fire Service Agreement

This Agreement made the _____ day of _____, 2011.

BETWEEN:

REGIONAL DISTRICT OF CENTRAL OKANAGAN
a Regional District created pursuant to the provisions
of the Local Government Act, having its office at
1450 KLO Road, Kelowna, British Columbia, V1W 3Z4
(the "RDCO");

(OF THE FIRST PART)

AND:

CITY OF KELOWNA,
a municipality created pursuant to the
provisions of the Local Government Act,
having its office at 1435 Water Street,
Kelowna, British Columbia, V1Y 1J4
(the "City")

(OF THE SECOND PART)

WHEREAS the RDCO has received a valid petition from certain property owners requesting the provision of fire protection service;

AND WHEREAS the RDCO has requested that the City expand their fire protection service to include the certain areas within the boundaries of the RDCO;

AND WHEREAS the City has agreed to provide fire service to such areas; and

AND WHEREAS the parties wish to enter into this Agreement to set out the terms and conditions under which the City will provide fire service for such areas.

1. Definitions

1.1 For the purposes of this Agreement, the following words and phrases shall have the meanings prescribed to them:

- (i) "Alarm" means any call to the KFD or any call routed to the KFD in connection with any request for Fire Services;
- (ii) "City" means the City of Kelowna;
- (iii) "Fire Service Area" means any and all of the specified portions of the Central Okanagan Electoral Area East within the geographical limits of the RDCO and are contained within the area outlined in cross-hatched highlighting on Schedule "A" attached to this Agreement;
- (iv) "Fire Services" means those fire suppression services typically provided by the KFD in response to an Alarm and does not include wildfire or interface fire suppression to land on which there are no improvements capable of sheltering or supporting a residential, commercial, industrial or institutional use or occupancy;
- (v) "KFD" means the City of Kelowna Fire Department; and
- (vi) "RDCO" means the Regional District of Central Okanagan.

2. City Response to Alarms

2.1 The KFD may respond to an Alarm within or stated to be within the Fire Service Area.

2.2 The KFD reserves a complete and sole discretion in deciding:

- (i) whether to respond to an Alarm from or in connection with the Fire Service Area;
- (ii) the manpower and equipment to be dispatched; and
- (iii) whether to reassign manpower and equipment in the event an Emergency does or may exist within Kelowna's geographic limits.

2.3 Without limiting the scope of its discretion under section 2.2, the KFD may consider, in determining whether a response will be made or what level of response will be provided, the following factors:

- (i) any Emergency within Kelowna's geographic limits or the likelihood of same;
- (ii) weather conditions, road conditions or other hazards which may jeopardize the safety of personnel or unduly place equipment at risk;
- (iii) the availability of manpower and the state of readiness of equipment;
- (iv) the extent and suitability of road access to the place of the reported Emergency; and
- (v) the nature, severity and location of the reported Emergency.

2.4 The KFD may respond to an Alarm from or in connection with the Fire Service Area without taking measures to authenticate the Alarm, however the KFD reserves the right to authenticate an Alarm and to confirm the location of the reported situation prior to dispatching manpower and equipment to an Alarm

2.5 Notwithstanding any other provision of this Agreement, the RDCO acknowledges that the KFD will only provide Fire Services with respect to structural fire protection where the structure is located within thirty (30) metres of fire department access; such access meaning a public roadway or a private driveway which provides full and sufficient access to KFD fire fighting vehicles.

2.6 In responding to any Alarm, nothing in this Agreement requires the KFD's response be in accordance with National Fire Protection Association ("NFPA") or equivalent standards of service.

2.7 The RDCO must advise all property owners within the Fire Service Area of the discretionary nature of the Fire Services as set out in this Article 2, and that property owners should advise their insurers accordingly.

3. Payment

3.1 For providing the Fire Services hereunder, the RDCO shall pay the City, by July 1st of each year the fire service is provided, a fee equal to the following sum:

- (i) the fee shall be calculated using an amount equal to the annual levy amount for Fire Services charged by the City to property owners within the City's geographical boundaries, for each \$1,000.00 of assessed value of land and improvements located on such properties (the "Levy"), provided the Levy shall not exceed \$1.35 per \$1,000.00 of assessed value;

- (ii) the Levy shall be multiplied by the total assessed value of lands and improvements divided by \$1,000.00, for all properties within the Fire Service Area, for all properties within the Fire Service Area which have been separately assessed in the then current calendar year; and to which shall be added;
- (iii) the amount calculated in Paragraph 3.1 (ii) multiplied by 1.15 to provide compensation to the City for additional administrative services incurred in providing the Fire Services.

3.2 The City hereby acknowledges already receiving the fee for providing Fire Services hereunder for the period from January 1, 2010 to December 31, 2010.

4. Term

4.1 This Agreement shall be for a (5) five-year term for the period January 1, 2010 to December 31, 2014. This Agreement may only be modified and extended as agreed upon in writing between both parties from time to time.

5. Release

5.1 The RDCO agrees that the exercise in good faith of the discretion reserved by the KFD in determining whether to respond to an Alarm, in determining the level of response, or in reassigning dispatched equipment or personnel to an Emergency within the geographic limits of the City shall not in any way be the subject of an action, cause of action, demand or claim by the RDCO against the KFD and that should any action, cause of action, demand or claim be advanced, this provision may be raised as a complete bar thereto.

5.2 The RDCO releases and discharges the City from any and all claims, losses, demands, costs, expense or damages incurred by the RDCO and in any way related to the acts or omissions of the City, its employees and agents in the course of an Emergency response, EXCEPT, and in such event and only to the extent such claims, losses, demands, costs, expense or damages are attributable to acts or omissions in the course of Emergency responses, as are actionable and sustainable as against the City, its employees and agents pursuant to law (but so as not to include any matter which is the subject of Article 5.1) in which case the release provisions as provided for in this article shall not apply.

5.3 For greater certainty, it is expressly agreed that the benefit of Articles 5.1 and 5.2 extend to employees of the City, including any volunteer members of the KFD..

6. Indemnification and Insurance

6.1 The RDCO agrees to indemnify and save harmless the City, its elected officials, servants, employees and agents (collectively known as the "City Releasees"), from and against all claims, losses, demands, costs, expense, damages, actions, causes of action, liabilities, or outlays of any nature whatsoever (collectively known as the "Claims" or "Claim") asserted against any of the City Releasees, and arising in any way out of the performance or non-performance of the City under this Agreement, that are, or alleged to, in any way result from or are in any way related to:

- (i) the length of time to respond to an Alarm;
- (ii) any alleged delay in response to an Alarm;
- (iii) any matter which is reserved to the discretion of the City or otherwise referred to in Articles 2.2 to 2.6 of this Agreement; or
- (iv) any other decisions, acts or omissions of the City Releasees for which the City Releasees are not liable, in whole or part, as determined by a court or tribunal of competent jurisdiction.

For greater certainty the RDCO's obligations under this article apply in the case of those matters referred to sub-articles (i) to (iii) above notwithstanding such event, matter or cause of action may give rise to liability on the part of the City Releasees.

6.2 In the event a Claim is asserted against any of the City Releasees as contemplated in section 6.1, the City shall as soon as practical notify the RDCO of the Claim and shall thereafter consult with the RDCO in the course of the investigation, settlement or defence of the Claim. The City agrees that no settlement of the Claim or consent to judgment in connection therewith shall be effected by the City without the prior written consent of the RDCO thereto.

The City agrees to indemnify and save harmless the RDCO, its elected officials, servants, employees and agents (collectively known as the "RDCO Releasees"), from and against all claims, losses, demands, costs, expense, damages, actions, causes of action, liabilities, or outlays of any nature whatsoever (collectively known as the "Claims" or "Claim") asserted against any of the RDCO Releasees, and arising in any way out of the performance or non-performance of the RDCO under this Agreement, EXCEPTING any matter that is the subject of the RDCO's indemnification and save harmless obligations under Article 6.1 or in any case where the Costs are attributable to decisions, acts or omissions of the RDCO Releasees as are actionable and sustainable as against the RDCO Releasees as determined by a court or tribunal of competent jurisdiction, in which case the indemnification as provided for in this article shall not apply. Unless otherwise first agreed to in writing by the City, the RDCO shall be responsible for, and pay all legal costs, disbursements, and

expenses related to the defence of any Claim against the RDCO Releasees (the "Defence Costs"), subject to its right to be indemnified and held harmless by the City against any Claim as provided for above, following the final judgment or award of a court of tribunal of competent jurisdiction.

6.3 In the event a Claim is asserted against any of the RDCO Releasees as contemplated in section 6.2, the RDCO shall as soon as practical notify the City of the Claim and shall thereafter consult with the City in the course of the investigation, settlement or defence of the Claim. The RDCO agrees that no settlement of the Claim or consent to judgment in connection therewith shall be effected by the RDCO without the prior written consent of the City thereto.

6.4 The indemnities granted in this Article extend to and include any legal fees incurred by the indemnified party, on a solicitor and client basis.

6.5 Each party covenants with the other that it shall secure and maintain in force during the currency of this Agreement such policy or policies of liability insurance to limits as would be secured and maintained by prudent parties in such circumstances, having limits in any event of not less than \$5,000,000 per occurrence.

6.6 Each party shall, on request, provide the other party with copies of insurance policies or other suitable evidence that such policies have been secured, renewed or replaced, as the case may be.

7. Termination

7.1 This Agreement may be terminated by either party upon giving six (6) months written notice to the other party, delivered to the office of the RDCO Chief Administrative Officer or the City Clerk of the City, whichever is applicable. In the event that the Agreement is terminated so that the RDCO has paid the City for the Fire Services for an entire year period, there shall be a pro-ration of the payment up to the effective date of termination of this Agreement, and a reimbursement by the City to the RDCO of such excess monies.

8. Dispute Resolution

8.1 Unless this Agreement provides otherwise, any disagreement between the Regional District and the City that arises out of this Agreement or in regard to the interpretation of this Agreement shall be resolved pursuant to this Article. Where such a disagreement arises, either party may give written notice to the other that it wishes to resolve the disagreement through the process set out in this Article (the "Dispute Resolution Notice") which notice shall set out:

- (i) the matter which the issuer wishes to have resolved pursuant to this Article; and

(ii) the position of the issuer in respect of the matter which is the subject of the dispute.

8.2 Upon receipt of a Dispute Resolution Notice by either party, the Chief Administrative Officer of the Regional District, the City Manager and the Fire Chief of the City shall meet together in an attempt to settle the disagreement through negotiation. If the disagreement cannot be so settled within thirty (30) working days of delivery of a Dispute Resolution Notice (the "Negotiation Period"), then the same shall be submitted to an arbitrator agreed upon between the City and the Regional District whose decision shall be handed down within thirty (30) working days of appointment.

8.3 Should the City and the Regional District fail to resolve the dispute through negotiations held pursuant to Section 8.2 and fail to agree on an arbitrator within fifteen (15) working days of the expiry of the Negotiation Period, a sole arbitrator may be appointed by a Judge of the Supreme Court of British Columbia upon application by either the City or the Regional District, provided that the applicant shall give to the other party five (5) working days' notice of its application for such an appointment.

9. Extension of Fire Service Area

9.1 In the event the parties agree to expand area that is subject to this Agreement, they may do so by amending the definition of "Fire Service Area" in Article 1.1(iv) and replacing Schedule "A" with a new schedule showing the expanded service area, and thereafter all provisions of the Agreement shall apply to the provision of Fire Services to the area to which the service is extended.

10. General Provisions

10.1 Time is of the essence of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

REGIONAL DISTRICT OF CENTRAL OKANAGAN

Per:

Authorized Signatory

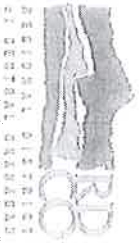
Authorized Signatory

CITY OF KELOWNA

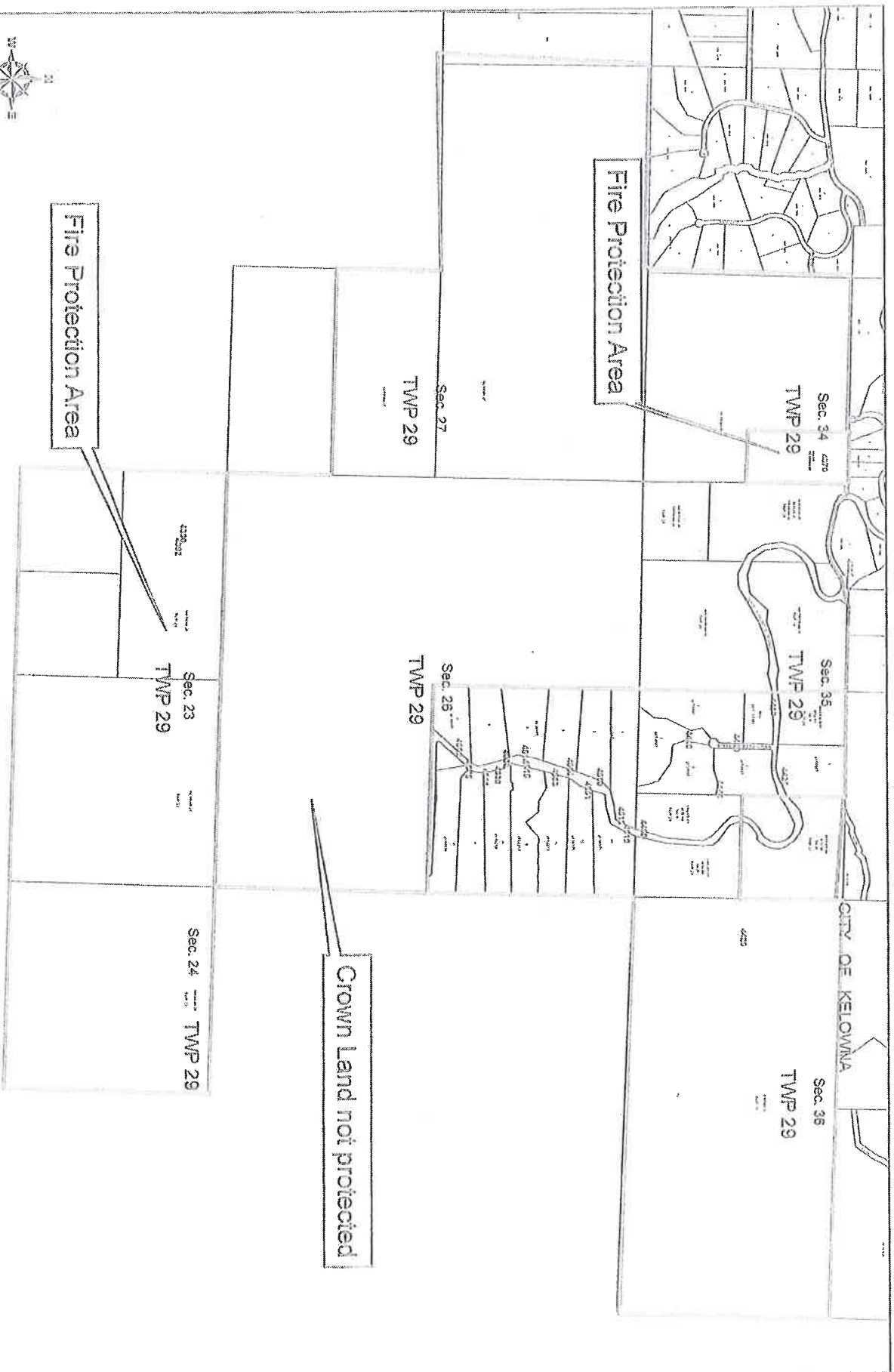
Per:

Authorized Signatory

Authorized Signatory



Schedule 'A'
 Regional District of Central Okanagan
 June Springs Road Fire Protection Service Area
 Amending Bylaw No 1283, 2011



Metres