

City of Kelowna

Regular Council Meeting

AGENDA



Monday, February 2, 2015
1:30 pm
Council Chamber
City Hall, 1435 Water Street

Pages

1. Call to Order

This meeting is open to the public and all representations to Council form part of the public record. A live audio feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

3 - 6

Regular PM Meeting - January 26, 2015

3. Development Application Reports & Related Bylaws

3.1 1539-1541 Bedford Avenue, 1507-1511 Dickson Avenue & 1517-1521 Dickson Avenue (Z14-0050), Supplemental Report - Al Stober Construction Ltd.

7 - 11

To inform Council of the traffic related site investigation that has been completed and the staff recommendations associated with rezoning the subject property to RM5 - Medium Density Multiple Housing in order to develop a 90 unit (44 micro-studio) 4 ½ storey tall rental apartment development.

4. Bylaws for Adoption (Development Related)

4.1 822 McCurdy Place, BL11040 (Z14-0046) - Hyatt Auto Sales Ltd.

12 - 12

To adopt Bylaw No. 11040 in order to rezone the subject property.

5. Non-Development Reports & Related Bylaws

5.1 Quarterly Report Update

13 - 25

To provide Council with an update of the City's activities for the fourth quarter of 2014.

5.2 2015 Cultural Operating and Project Grants 26 - 39

The report provides an update regarding recipients of 2015 cultural Operating and Project Grants, background information about the grant programs and review process, and highlights from final reports provided by 2014 grant recipients.

5.3 2015 Professional Arts Operating Grants 40 - 50

To approve distribution of annual grants-in-aid to professional arts organizations.

5.4 Medical Marihuana Producer Business Licence Amendment 51 - 52

To add “Analytical testing” as a separate business licence type and to establish an opportunity for public input on the amendment.

5.5 BL11055 - Amendment No. 1 to Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920 53 - 54

To give Bylaw No. 11055 first, second and third readings in order to amend Bylaw No. 10920.

6. Mayor and Councillor Items

7. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, January 26, 2015
 Location: Council Chamber
 City Hall, 1435 Water Street

Council Members Present: Mayor Colin Basran and Councillors Maxine DeHart, Gail Given, Tracy Gray, Charlie Hodge, Brad Sieben*, Mohini Singh and Luke Stack

Council Members Absent: Ryan Donn

Staff Present: City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Subdivision, Agriculture & Environment Manager, Todd Cashin*; Urban Planning Manager, Ryan Smith; Urban Planning Supervisor, Lindsey Ganczar*; and Council Recording Secretary, Arlene McClelland

(* denotes partial attendance)

1. Call to Order

Mayor Basran called the Hearing to order at 1:34 p.m.

Mayor Basran advised that the meeting is open to the public and all representations to Council form part of the public record. A live audio feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

Moved By Councillor Given/Seconded By Councillor Gray

R061/15/01/26 THAT the Minutes of the Budget Deliberations of January 15, 2015 be confirmed as circulated.

Carried

Moved By Councillor Given/Seconded By Councillor Gray

R062/15/01/26 THAT the Minutes of the Regular Meetings of January 19, 2015 be confirmed as circulated.

Carried

3. Committee Reports

3.1 Agricultural Advisory Committee - Terms of Reference Update

Staff:

- Displayed a PowerPoint presentation summarizing the proposed amendments to the Agricultural Advisory Committee Terms of Reference and responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor Gray

R063/15/01/26 THAT Council receives, for information, the Report from the Subdivision, Agriculture & Environment Services Manager dated January 26, 2015 with respect to a revised Terms of Reference for the Agricultural Advisory Committee;

AND THAT Council approves the revised Terms of Reference for the Agricultural Advisory Committee attached as Schedule "A" to the Report of the Subdivision, Agriculture & Environment Services Manager dated January 26, 2015.

Carried

4. Development Application Reports & Related Bylaws

4.1 TA14-0020 - Analytical Testing of Medical Marihuana in the I1, I2, I3 and I4 Zones, City of Kelowna

Staff:

- Provided a PowerPoint Presentation summarizing the application and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Given

R064/15/01/26 THAT Zoning Bylaw Text Amendment No. TA14-0020 to amend City of Kelowna Zoning Bylaw No. 8000 by amending the existing definition of Medical Marihuana Production Facility, by adding a definition for Analytical Testing and to permit Analytical Testing as a principal use in the I1 - Business Industrial, I2 - General Industrial, I3-Heavy Industrial and I4 - Central Industrial Zones as outlined in Schedule "A" of the report from the Subdivision, Agriculture & Environment Department dated December 16, 2014, be considered by Council;

AND THAT the Text Amendment Bylaw be forwarded to a Public Hearing for further consideration.

Carried

4.2 BL11054 (TA14-0020) - Amendment to City of Kelowna Zoning Bylaw No. 8000, Adding Analytical Testing of Medical Marihuana as a Principal Use

Moved By Councillor Gray/Seconded By Councillor Given

R065/15/01/26 THAT Bylaw No. 11054 be read a first time.

Carried

4.3 354 Christleton Avenue, Z12-0036 - Dennis William Hector McGuire

Staff:

- Provided a PowerPoint Presentation summarizing the application.

Moved By Councillor Gray/Seconded By Councillor Given

R066/15/01/26 THAT Council receives, for information, the report from the Urban Planning, Community Planning & Real Estate Division, dated August 8, 2013 with respect to Rezoning Bylaw Application 10731 (Z12-0036 - Dennis William Hector McGuire (Peter Chataway) - 354 Christleton Avenue;

THAT Bylaw No. 10731 be forwarded for rescindment consideration and Staff be directed to close the related files.

Carried

4.4 354 Christleton Avenue, BL10731 (Z12-0036) - Dennis William Hector McGuire

Moved By Councillor Given/Seconded By Councillor Gray

R067/15/01/26 THAT Bylaw No. 10731 be rescinded at 1st, 2nd and 3rd readings;

AND THAT the file for Rezoning Application No. Z12-0036, for the property located at 354 Christleton Avenue be closed.

Carried

5. Bylaws for Adoption (Development Related)

5.1 5505-5507 Airport Way, BL11036 (Z14-0049) - Midwest Ventures Ltd.

Councillor Sieben declared a conflict of interest as a family member could be a potential tenant should the rezoning be supported and departed the meeting at 1:55 p.m.

Moved By Councillor Gray/Seconded By Councillor Given

R068/15/01/26 THAT Bylaw No. 11036 be adopted.

Carried

Councillor Sieben rejoined the meeting at 1:55 p.m.

6. Mayor and Councillor Items

Councillor Given:

- Congratulated the Women's UBCO Volleyball Team being ranked No. 1 Nationally.

Councillor Gray:

- Spoke to her attendance and the Rutland Resident's Association Annual General Meeting.
- Spoke to the Firefighter's Recognition Awards on January 28th.

Councillor Hodge:

- Spoke to the John Howard Society Fundraiser at the Curling Club on Saturday, January 31st and encouraged the public to take part.

Councillor Singh:

- Spoke to the funeral of Constable Wynn in St. Albert, Alberta.

Councillor DeHart:

- Spoke to her attendance at the 40th Anniversary of Women in the RCMP Event.

Councillor Stack:

- Spoke to his attendance at the Grand Opening of Fortune Marketing.

7. Termination

This meeting was declared terminated at 1:59 p.m.

Mayor

/acm



City Clerk

DRAFT

SUPPLEMENTAL REPORT TO COUNCIL



Date: 1/26/2015

RIM No. 1250-30

To: City Manager

From: Urban Planning, Community Planning & Real Estate (AC)

Application: Z14-0050 **Owner:** Al Stober Construction Ltd.

Address: 1539-1541 Bedford Ave,
1507-1511 Dickson Ave, & **Applicant:** Meiklejohn Architects Inc.
1517-1521 Dickson Ave

Subject: Rezoning Application

Existing OCP Designation: MRM - Multiple Unit Residential, Medium-Density

Existing Zone: RU6 - Two Dwelling Housing

Proposed Zone: RM5 - Medium Density Multiple Housing

1.0 Recommendation

THAT Council receives for information, the Supplemental Report from the Urban planning Department dated January 26th, 2015 with respect to Rezoning Application No. Z14-0050;

AND THAT the Zone Amending Bylaw No. 11051 be forwarded to the February 17th, 2015 Public Hearing for further consideration;

AND THAT final adoption of the Zone Amending Bylaw be subsequent to the following additional condition:

1. That the traffic improvements as identified in the Supplemental Council Report dated January 26th 2015 be completed prior to the issuance of the occupancy permit for the subject property.

2.0 Purpose

To inform Council of the traffic related site investigation that has been completed and the staff recommendations associated with rezoning the subject property to RM5 - Medium Density Multiple Housing in order to develop a 90 unit (44 micro-studio) 4 ½ storey tall rental apartment development.

3.0 Urban Planning

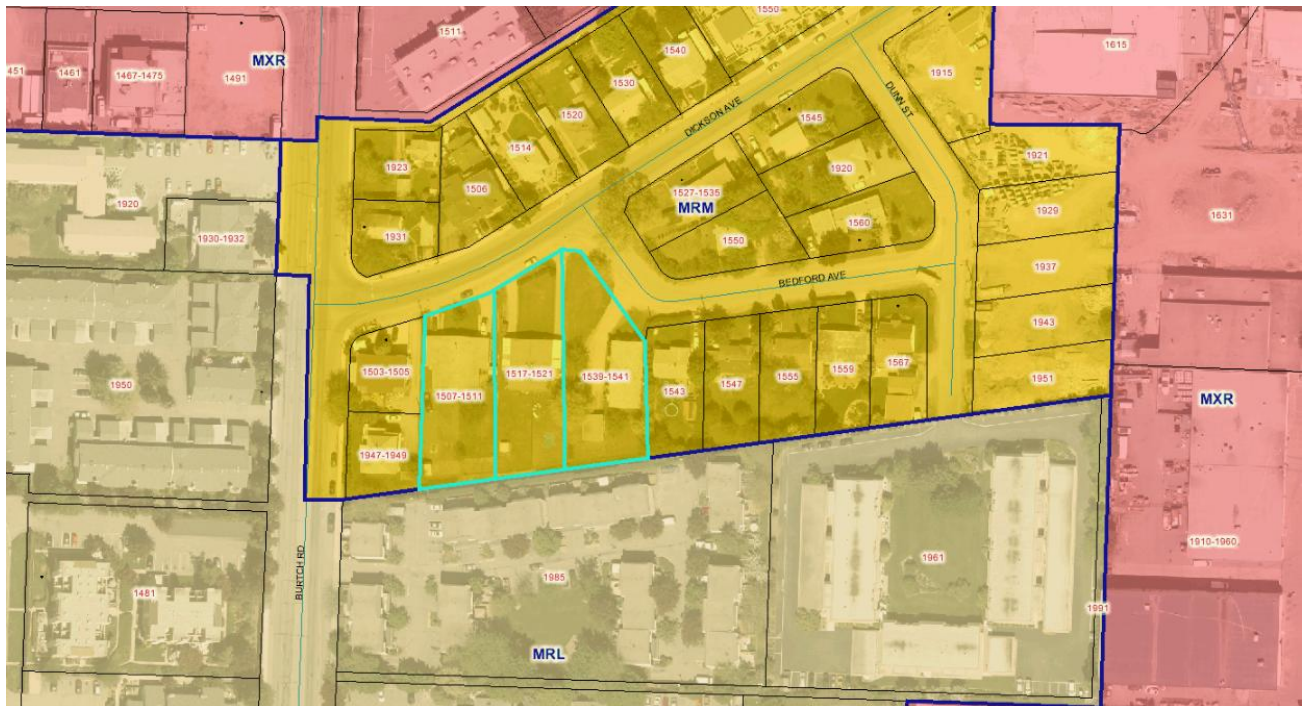
At the January 19th 2015 Council meeting, Council passed first reading on the subject property but directed Staff to not forward the application to public hearing until Council received more information regarding the traffic situation in the neighbourhood. Under our existing policy a traffic impact study was not required for this project as it did not meet the 100 unit threshold. However, the developer was asked to provide a minor analysis to the City. Staff met to review that study as well as all the potential traffic impacts of the proposed 90 unit project at Dickson/Bedford on the surrounding traffic network. The result is as follows:

- The lane capacity of the roads in the immediate vicinity of the site is satisfactory, however, the intersection at Burtch/Dickson is already experiencing operational challenges due to heavy volumes during peak hours.
- Recommended traffic improvements to mitigate the traffic issues include (see attachments for illustrative representative of traffic improvements):
 1. A right- in/right-out/left-in channelization at the intersection of Dickson/ Burtch to prevent westbound left turn exits onto Burch Rd. This will require a raised centre median on Burtch Rd and a delta corner island on Dickson Ave.
 2. Traffic affected by the left turn restriction will result in additional travel southbound on Dayton St and the use of Springfield Rd to access Burtch Rd. To accommodate this a separate southbound right turn lane is needed at the Springfield/ Dayton intersection. Based on the previous developments at the Landmark buildings there is separate bonding in place to finance this work. The City will work with the developer to initiate this work.

Staff are recommending that the above intersection improvements be required as a condition of rezoning and then a full traffic impact study can be delayed until the next significant rezoning in the area. Further, the project does not meet the Ministry of Transportation and Infrastructure's (MOTI) threshold for an in-depth Traffic Impact Assessment. MOTI did indicate concern with the intersection at Sutherland/Burtch. In order to improve the efficiency of that intersection, City Staff will be working on signal timing with the Ministry's Staff to optimize the intersection performance.

With these measures being taken staff are supportive of advancing this application.

Subject Property Map: 1539-1541 Bedford Ave, 1507-1511 Dickson Ave, & 1517-1521 Dickson Ave



4.0 Application Chronology

Date of Application Received: September 26th 2014
Date of Public consultation: November 25th 2014

Report prepared by:

Adam Cseke, Planner

Reviewed by:



Ryan Smith, Urban Planning Manager

Attachments:

Proposed Traffic Improvements

L:\General Data\Projects-2014\14132 - Mode 2 - Traffic Analysis\4-CAD SKETCHES\SR-001 BURTC-DICKSON.dwg January 26, 2015 Tobi Erlason

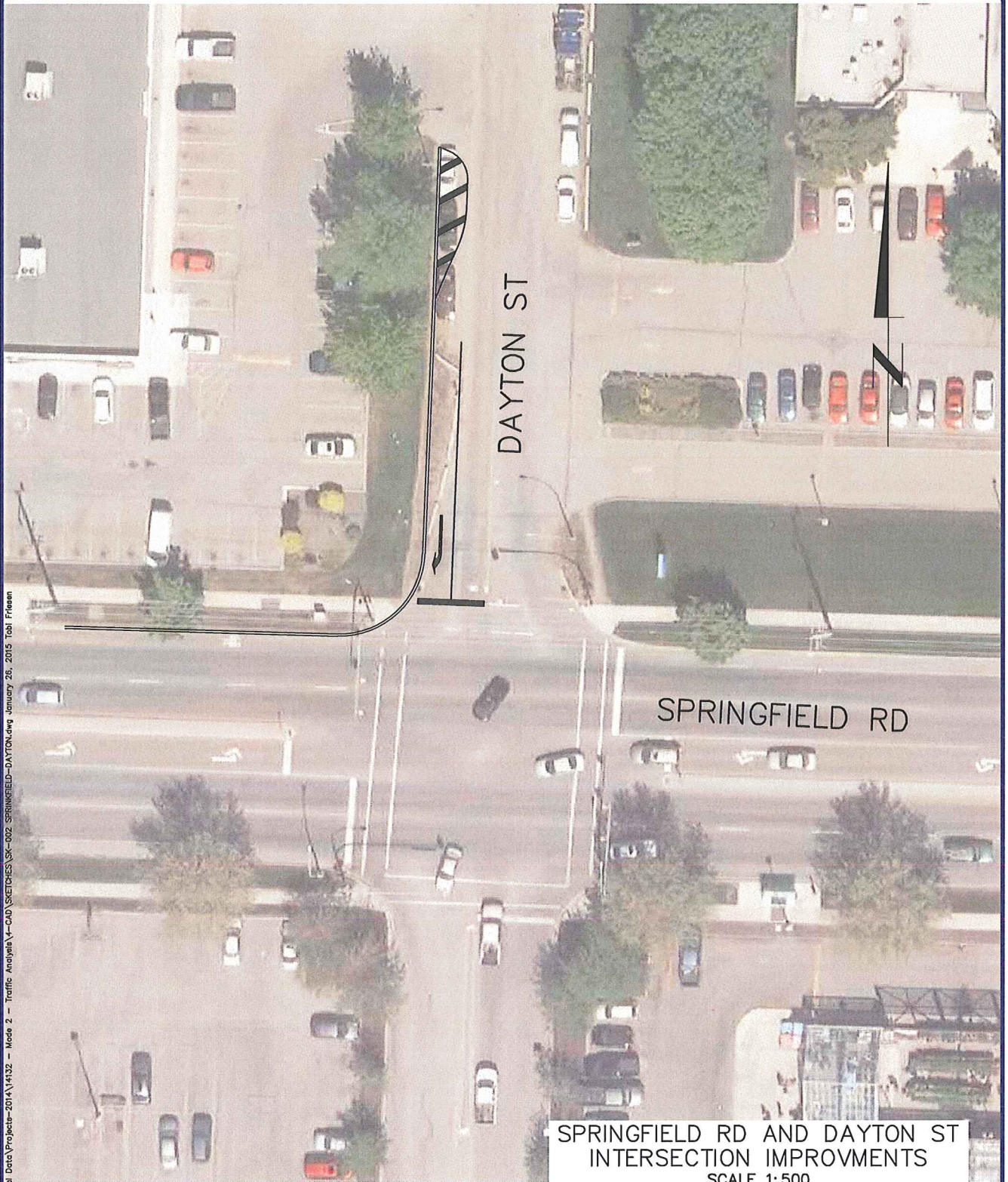


BURTC RD AND DICKSON AVE
INTERSECTION IMPROVEMENTS

SCALE 1:500
PROJECT 14132
January 26, 2015

CTQ

L:\General Data\Projects-2014\14132 - Mode 2 - Traffic Analysis\4-CAD SKETCHES\SR-002 SPRINGFIELD-DAYTON.dwg January 26, 2015 Tobi Ffelen



SPRINGFIELD RD AND DAYTON ST
INTERSECTION IMPROVMENTS

SCALE 1:500
PROJECT 14132
January 26, 2015

CTQ

CITY OF KELOWNA
BYLAW NO. 11040
Z14-0046 - Hyatt Auto Sales Ltd.
822 McCurdy Place

A bylaw to amend the "City of Kelowna Zoning Bylaw No. 8000".

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Strata Lot 22, District Lot 124, ODYD, Strata Plan KAS3323, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V, located on McCurdy Place, Kelowna, B.C., from the I1 - Business Industrial zone to the I2 - General Industrial zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 15th day of December, 2014.

Considered at a Public Hearing on the 13th day of January, 2015.

Read a second and third time by the Municipal Council this 13th day of January, 2015.

Approved under the Transportation Act

(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: Jan. 28, 2015
File: 0165-30
To: City Manager
From: Community Planning & Real Estate Divisional Director
Subject: Quarterly Report Update

Report Prepared by: Summer Effray, Communications Consultant

Recommendation:

THAT Council receives, for information, the Quarterly Report from the Divisional Director, Community Planning & Real Estate dated January 28, 2015.

Purpose:

To provide Council with an update of the City's activities for the fourth quarter of 2014.

Background:

The attached PowerPoint presentation provides a brief summary of some key activities undertaken in the last quarter by the corporation.

The content of the presentation continues to evolve and staff welcomes Council's suggestions in ensuring the report is both informative and timely for our community. All contributors and contributing departments are not expected to attend the Council presentation, however if Council has specific questions that require a staff member attend the meeting, it is requested that the City Clerk be advised in advance of the meeting.

Internal Circulation:

Presentation distributed to Divisional Directors.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Submitted by:

Doug Gilchrist, Community Planning & Real Estate Divisional Director

QUARTERLY REPORT

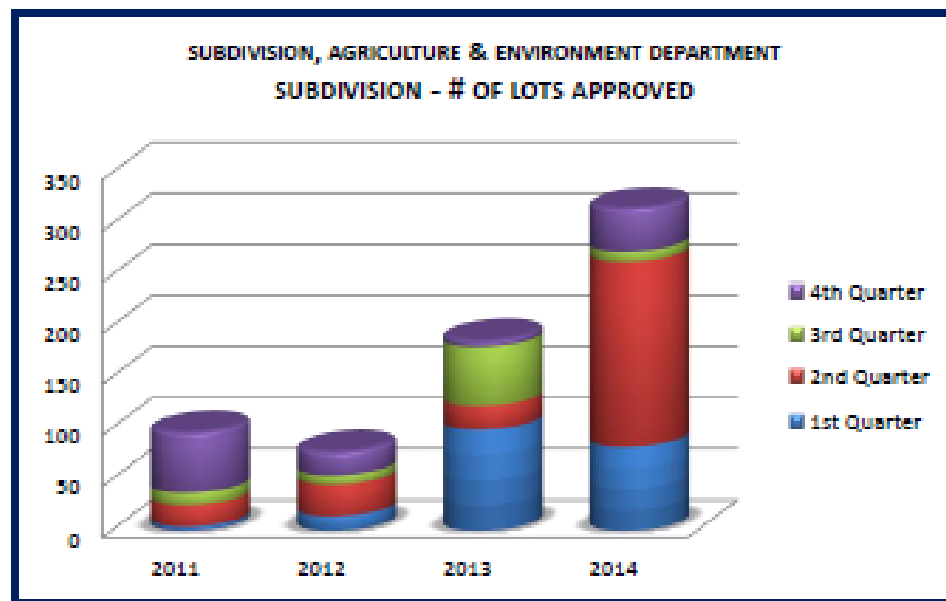
2014 Quarter 4 - Feb. 2, 2015



GROW OUR ECONOMY

- ▶ 631 Urban Planning applications
- ▶ \$349M construction value in 2014
- ▶ 426 development applications
- ▶ 9,251 business licences issued

Building Permits 4 th Quarter	2012	2013	2014
	\$67.9m	\$83.88m	\$91.57m



GROW OUR ECONOMY

- ▶ Growth at Kelowna International Airport
 - ▶ New service to Trail
 - ▶ Daily service to Toronto
 - ▶ 1.6M passengers in 2014
 - ▶ up 6.53% over 2013



FOCUS ON RESULTS

- ▶ General Local Election - Nov. 15
- ▶ Concluded 5-year CUPE collective agreement



ELECTION DAY
November 15

kelowna.ca/election

SAFE CITY

- ▶ Fire Department responses
- ▶ Transit security
- ▶ Warrant Squad
- ▶ Holiday Shopping Safety tips

Fire Inspections

Oct - Dec 2012	Oct - Dec 2013	Oct - Dec 2014*
1007	721	847

Dispatch Incidents

Oct - Dec 2012	Oct - Dec 2013	Oct - Dec 2014*
8170	7126	7783

Kelowna Responses

Oct - Dec 2012	Oct - Dec 2013	Oct - Dec 2014*
2498	2127	2622

Fires

Oct - Dec 2012	Oct - Dec 2013	Oct - Dec 2014*
386	391	421

First Medical Response

Oct - Dec 2012	Oct - Dec 2013	Oct - Dec 2014*
1688	1295	1748

DELIVER ON OUR PLAN

- ▶ City Park Master Plan concept plan approved
- ▶ Police Services Building site rezoning
- ▶ \$3.5M in Provincial & Federal funding for John Hindle Drive
- ▶ Lakeshore & Clifton Road upgrades substantially complete
- ▶ South Perimeter Way
- ▶ Open for Business Award



DELIVER ON OUR PLAN

- ▶ South Pandosy Parking Plan
- ▶ Our Rutland project
- ▶ Central Green
- ▶ CN Railway
- ▶ \$320,000 in rental housing grants
 - ▶ Increase rental units
- ▶ Pleasantvale housing groundbreaking



FOCUS ON RESULTS

- ▶ Service Requests surpassed 21,000 for 2014

	2012	2013	2014
Public service requests	19,256	20,308	21,454
Online	2704 (14%)	3215 (16%)	3509 (16%)
Mobile	Introduced in 2013	811 (4% of total)	699 (3%)
Requests completed in <= 5 days	78%	82%	81%
Top 5 public request types	1. Traffic Bylaw complaint 2. Tree Maintenance 3. Road Sign Repair 4. Pothole complaint 5. On-street parking	1. Traffic Bylaw complaint 2. Tree Maintenance - 3. Snow and Ice Control 4. Road Sign Repair 5. Potholes	1. Traffic Bylaw complaint 2. Tree Maintenance 3. Noise complaint 4. Pothole complaint 5. Roadway debris/litter

ENHANCE CITIZENS' QUALITY OF LIFE

- ▶ First Thursdays
- ▶ Skate Canada International
- ▶ Holiday light up events
- ▶ New York New Years
- ▶ Hometown Hockey Tour
- ▶ Stuart Park ice rink



DELIVER ON OUR PLAN

- ▶ Bus stop & shelter upgrades
- ▶ Woodstove Exchange
- ▶ Carpool Month & Commuter Challenge



SNOW REMOVAL

- ▶ Extraordinary snow storm
- ▶ 25 news stories
- ▶ 1,900 Snow Removal webpage views
- ▶ 550 online service requests



Snow Removal & Snow Busters

Remember to move your vehicle off the road, especially in cul-de-sacs, before it snows.



22 City trucks & 46 staff clearing:

- ▶ 1,650 lane km of roadway
- ▶ 450+ sidewalks (50km City-owned)
- ▶ 58 parking lots
- ▶ 300+ loads of snow from downtown alone & additional from all over Kelowna
- ▶ 741 requests for service

AROUND DOWNTOWN

- ▶ Simultaneous projects in Kelowna's downtown
- ▶ Project manager
- ▶ Coordinated communication



Report to Council



Date: February 2, 2015
File: 0710-20
To: City Manager
From: Sandra Kochan, Cultural Services Manager
Subject: 2015 Cultural Operating and Project Grants

Recommendation:

THAT Council receives, for information, the list of 2015 recipients for cultural Operating and Project Grants as outlined in the report from the Cultural Services Manager dated February 2, 2015.

Purpose:

The report provides an update regarding recipients of 2015 cultural Operating and Project Grants, background information about the grant programs and review process, and highlights from final reports provided by 2014 grant recipients.

Background:

The Active Living & Culture Division manages a number of grant programs providing funding to community organizations.

In 2015, cultural Operating and Project Grants totalling \$179,300 will be distributed to local non-profit organizations providing arts, culture and heritage programs, services and events.

Additional background about these grant programs:

Operating Grants:

- The purpose of Operating Grants is to support the day-to-day operations of local non-profit arts, culture and heritage organizations. Eligible organizations have a mandate focused on arts, culture and heritage programs and services for the public and must demonstrate financial need, alignment with the Cultural Plan, organizational effectiveness and community engagement and impact.
- Recipients of Operating Grants may receive feedback through the evaluation process about how their operations and programs could be improved. In their Final Reports, they must demonstrate how they have responded to the feedback and progressed toward necessary improvements. Organizations receive fair notice that their funding may be adjusted if the evaluation committee determines that the response to

feedback is not adequate. This approach mirrors the practices used by a number of public sector arts funding agencies in Canada, and provides an additional tool for ensuring accountability in the provision of operating support.

Project Grants:

- These grants support eligible expenses for festivals, events and projects which have an arts, culture and heritage focus. Any non-profit organization may apply for a grant - applicants do not need to have an arts, culture or heritage mandate. Projects may be new or existing, should be unique and viable, and must demonstrate community support through matching funding. A maximum of \$10,000 is available for up to three consecutive years.
- In 2014, Project Grant guidelines were revised to introduce eligibility for Organization Development projects, defined as 'an activity or initiative to develop the organization's capacity and sustainability through improved governance, planning, training, fund development, audience development or program review.' Eligible expenses include fees for participation in reputable programs for Board, volunteer or management training, and consulting fees associated with planning projects.
- Support for Organization Development projects is extended only to arts, culture and heritage organizations which receive or are eligible for operating support.
- Organization Development funding is provided on a matching basis; organizations must also invest their own resources in these projects.
- Any organization undertaking an Organization Development project with City support is required to provide a Final Report which documents measurable outcomes.
- The objective is to support the development of strong non-profit leadership skills, and organizations which are healthy, resilient and responsive to the communities they serve.

The 2015 Operating and Project Grant guidelines and supporting materials are posted on kelowna.ca/culture. The application deadline was November 28, 2014.

The guidelines and administration process for the 2015 Operating and Project grants were approved by Council on [September 29, 2014](#) with direction to staff to provide this information report about 2015 recipients and an overview of the benefits achieved from the provision of 2014 grants.

SUMMARY OF GRANT PROCESS FOR 2015		
PHASE ONE Sept-Dec 2014 Application Intake	PHASE TWO Nov 2014-Jan 2015 Application Review	PHASE THREE Jan-Feb 2015 Grant Awards & Distribution
Council approval of guidelines and process (late Sept)	COF convenes and trains two committees for Operating & Project grants (Oct-Nov)	Staff contacts all applicants to advise on results and provide feedback from Committee review (late Jan/early Feb)
Publication of guidelines and application forms (Oct)		
Two public information workshops (Oct)	Committees receive and complete independent review of all applications (Dec-Jan)	Staff report to Council re: grant awards (early Feb)
Staff support for applicants preparing applications (Oct-Nov)	Each committee meets in roundtable to decide on grant awards (Jan)	Follow up correspondence from staff to all applicants (Feb)
Application deadline Nov. 28	Committee minutes prepared and provided to staff (Jan)	Grant awards paid to recipients prior to end of February
Applications to Central Okanagan Foundation (COF) by Dec. 12		

Internal Circulation:

Director, Active Living & Culture Division
Communications Supervisor, Communications & Information Services

Existing Policy:

This report is submitted pursuant to Council Policy 274 (Cultural Policy).

External Agency/Public Comments:

This report has been prepared in consultation with the Central Okanagan Foundation in their role as contracted administrator of the arms length review process for these grants.

Considerations not applicable to this report:

Legal/Statutory Authority
Legal/Statutory Procedural Requirements
Financial/Budgetary Considerations
Personnel Implications
Communications Comments
Alternate Recommendation

Submitted by:

S. Kochan, Cultural Services Manager

Approved for inclusion: J. Gabriel, Director, Active Living & Culture Division

Attachments:

Schedule A - 2015 Operating Grant Recipients
Schedule B - 2015 Project Grant Recipients
Schedule C - Independent Review and the Role of the Central Okanagan Foundation
Schedule D - Highlights from 2014 Final Reports
Schedule E - Summary of Grant Activity 2010-2015

cc: Director, Active Living & Culture Division
Communications Supervisor, Communications & Information Services
Director of Grants & Community Initiatives, Central Okanagan Foundation

Schedule A - 2015 Operating Grant Recipients
Report from Cultural Services Manager, February 2, 2015

	ORGANIZATION (* denotes new recipient)	OPERATING GRANT 2015	DESCRIPTION
1	Bumbershoot Children's Theatre	\$10,000	Introduces children and youth to theatre through school programs, classes and staged performances.
2	Central Okanagan Heritage Society	\$10,000	Owns, operates and maintains several heritage buildings and delivers a range of heritage programs and services.
3	Centre Culturel Francophone de L'Okanagan	\$8,000	Owns and operates the French Cultural Centre, and provides programs which share and celebrate French culture in Canada.
4	Chamber Music Kelowna	\$9,000	Annual performance series which brings acclaimed classical performers to Kelowna. Outreach to youth through classes, workshops and school performances.
5	Cool Arts Society	\$10,000	Provides arts experiences for adults and teens with 'diversabilities' through workshops, projects and exhibitions.
6	Dolyna Ukrainian Cultural Society	\$1,500	Provides programs which celebrate Ukrainian culture in Canada, including award-winning dance ensemble.
7	Kelowna City Concert Band Society	\$6,000	50 musicians of all ages, both amateur and professional, perform at a variety of events such as Canada Day and Remembrance Day.
8	Kelowna Community Music School Society	\$8,500	Over 600 students benefit from private and group lessons, with opportunities to perform in the community.
9	Kiwanis Music Festival Society	\$4,000	Over 1,200 participants in a six week festival providing performance and competition in 12 different performance disciplines.
10	New Vintage Theatre Society*	\$7,000	Professional theatre offering stage productions, career development for actors and playwrights and special events.
11	Okanagan Chinese Canadian Association	\$5,300	Builds public appreciation of Chinese culture through classes, events and welcome of new arrivals.
12	Okanagan Festival Singers	\$4,000	Produces and performs large-scale choral works, often in collaboration with other groups and the Symphony.
13	Okanagan Historical Society (Father Pandosy Mission)	\$10,000	Operates and maintains the Father Pandosy Mission site and provides services which share the story of the site with visitors.
14	Opera Kelowna Society*	\$15,000	Professional regional opera company and training centre for young promising classical artists.
15	Ponderosa Spinners & Weavers	\$1,000	Fosters fibre arts through public demonstrations, classes and hands-on educational program for SD23 Grade 3 classes.
	TOTAL OPERATING GRANTS AWARDED	\$109,300	

Schedule B - 2015 Project Grant Recipients
Report from Cultural Services Manager, February 2, 2015

	ORGANIZATION (* denotes new project or recipient)	PROJECT	PROJECT GRANT 2015	DESCRIPTION
1	Ballet Kelowna Society*	Organization Development	\$4,000	Evaluating their business model and developing a marketing and development plan.
2	Chamber Music Kelowna*	Organization Development	\$1,300	Improving Board governance through strategic recruitment, training and enhanced administrative systems.
3	Cool Arts Society*	Organization Development	\$2,000	Strategic planning to address succession planning, fund development and improved governance.
4	Bumbershoot Childrens' Theatre*	SoundPlay Series	\$5,000	Six matinees for school age children which immerse the audience in sound, music, movement and creative play.
5	Centre Culturel Francophone de L'Okanagan*	Nuit Blanche Sept. 26/16	\$10,000	A late-night visual and performing arts event held during Culture Days.
6	Dolyna Ukrainian Cultural Society*	Zabava Nov. 7/15	\$1,000	A traditional Ukrainian dance celebration which gets everyone up on the dance floor.
7	Intercultural Society of the Central Okanagan*	The Beat Goes On Late April/15	\$3,500	A drumming festival featuring four different drumming styles. Workshops, food, concerts.
8	Ki-Low-Na Friendship Society	National Aboriginal Day June 21/15	\$4,000	Stories, music, a mini pow wow and a free feast to celebrate the culture of First Nations, Inuit and Métis peoples of Canada.
9	New Vintage Theatre Society*	Kelowna Fan Expo (KFX) Mar. 21/15	\$5,750	A comic fan expo celebrating artists, animators and comic culture. Includes displays, presentations, entertainment, Cosplay and networking.
10	Okanagan Chinese Canadian Association	Asian Heritage Month May 2015	\$6,000	Events throughout May, 2015 including exhibitions, movie nights, a culinary passport and performances.
11	Okanagan Historical Society (Father Pandosy Mission)*	Bilingual Signage	\$2,500	Development and installation of English/French interpretive signage on the Father Pandosy Mission Heritage Site.
12	Okanagan Korean Culture and Knowledge Society*	Okanagan Korean 'Madang' Festival June 13-14/15	\$3,950	Kelowna's first Korean Festival; traditional and contemporary music, arts, performance, food and educational and interactive cultural activities.
13	Okanagan Pride Society	Pride Festival in the Park Aug. 15/15	\$8,000	One day event including entertainment, vendors, children's play area, Pooches on Parade and beer garden.
14	Opera Kelowna Society*	Arte Voce - Art & Voice Oct. 24-31/15	\$10,000	A collaboration with the Kelowna Art Gallery. An original commissioned painting and a commissioned opera that shares the story behind the painting.
15	Society of Canadian Visual Artists	Arts Show & Symposium June 13/15	\$3,000	Series of artists talks, panel discussion, demonstrations with a month long public exhibition at the Rotary Centre for the Arts.
	TOTAL PROJECT GRANTS AWARDED		\$70,000	

Schedule C - Independent Review and the Role of the Central Okanagan Foundation
Report from Cultural Services Manager, February 2, 2015

The Central Okanagan Foundation has worked with Cultural Services since 2010 to administer an arms-length, independent evaluation process for both Operating and Project grants. This relationship is governed by an annual Memorandum of Agreement.

Highlights from the agreement:

- The Foundation recruits and trains the Review Committees, provides applications to the committee members, and convenes and facilitates the committee meetings where grant recommendations are formulated;
- The Foundation forwards grant recommendations to the City;
- Cultural Services is responsible for the grant program guidelines, forms, information workshops, working with applicants and distribution of funds.
- The annual fee paid to the Foundation is \$10,000, from the Cultural Services administration budget.

The principle of arm's length review and the role of independent review committees:

External, independent, arm's length review of grant applications (often called 'peer review' meaning that applications are reviewed by knowledgeable peers of applicant organizations) is a principle enshrined in most arts grants programs.

The underlying principles of peer assessment are fairness, transparency and independence.

Fairness:

- ✓ Review by people who understand the cultural sector or the particular discipline
- ✓ Review based solely on the merits of the application within the program guidelines and criteria
- ✓ Equal opportunity to all applicants - all applicants are treated the same way

Transparency:

- ✓ Program guidelines and criteria are clear and publicly accessible
- ✓ Applicants are provided with information and assistance before, during and after the application process
- ✓ The public is assured that funding is distributed in a fair, equitable and accountable manner which is supported by a declared process and documentation

Independence:

- ✓ Applicants know that their applications are evaluated based on known criteria free from other pressures and influences

Composition of the grant review committee:

The Central Okanagan Foundation, in consultation with Cultural Services, determines the composition of grant review committees. Six committee members (with alternates) are selected for each program. They are selected based on their experience, merit and familiarity with grant processes and the local arts, culture and heritage community. To the extent possible, the committee will also reflect the diversity of the community at large and the range of disciplines and activities reflected in the list of applicants.

The work of committee members is governed by Terms of Reference prepared by the Central Okanagan Foundation. The Terms of Reference include clear procedural direction in the event of a real or perceived conflict of interest. Committee meetings are chaired by the Foundation's Director of Grants and Community Initiatives. City staff are present at Committee meetings as observers and to provide information support, but they do not participate in discussions or decision making. Grant awards are developed by consensus of the committees.

Since 2011, an experienced cultural non-profit professional from outside the Okanagan region has been invited to participate as a reviewer for both Operating and Project grants.

The benefits of an external committee member are:

- ✓ Depth of experience in adjudication of arts and culture grants - experienced reviewers can spot the merits and flaws in applications quickly and offer good analysis
- ✓ No risk of conflict of interest or personal bias - it is easier for external reviewers to remain objective about the merits of an application when they are not tied to, or familiar with the work of particular organizations
- ✓ Other committee members observe and learn at a higher level - experienced reviewers can assist others in objectively reviewing the merits of an application against the program criteria and guidelines and help resist the temptation to rely on personal experience and preferences
- ✓ External member gains unique knowledge about Kelowna's cultural community - this builds awareness of the diversity and quality of local offerings, something that may not be widely known outside our community
- ✓ New knowledge and perspective - external reviewers bring with them knowledge about new arts practices, projects, and events which may be only at the emergence stage locally - their perspective assists in determining whether unique, new ideas being proposed are feasible and realistic.

Schedule D - Highlights from 2014 Final Reports
Report from Cultural Services Manager, February 2, 2015

Recipients of Operating and Project Grants must provide a year-end Final Report as a condition of City support. Information from the Reports is helpful to Cultural Services in documenting successes, levels of participation and community impact. Highlights from 2014 Final Reports appear below. Not all recipients are included; each category samples a large, medium and small grant award.

2014 OPERATING GRANTS	
Recipient	Highlights from 2014 Operating Final Reports
Cool Arts Society - \$8,000	Funding from the City helped Cool Arts to secure permanent studio space at the Rotary Centre for the Arts. The new space allowed them to increase their programming and attendance. They provided a total of 182 art classes and workshops for their diversability artists, including new offerings in performing arts and digital media. They increased their fundraising revenues by about 27%. About 70 adult and older teen artists participate on a regular basis; this is a small fraction of the approximately 900+ adults living with diversabilities in the Central Okanagan.
Okanagan Festival Singers - \$5,000	In 2014, new members and singers joined the organization including some young singers who are still in school. There are now 40 people in the chorus, enabling them to produce large works in collaboration with the Okanagan Symphony and others. An example was the December 2014 performance of Bach's Christmas Oratorio which attracted a large audience. A full performance of Handel's Messiah is scheduled for December 2015. Funding from the City helps them hire professional soloists, voice coaches and accompanists, and supports other costs such as equipment and venue rentals.
Ponderosa Spinners & Weavers - \$1,000	Funding from the City is used to purchase equipment and supplies, particularly for their school program. In 2014, over 175 Grade 3 students (7 classes) in SD 23 learned from Society members about where wool and other fibre comes from, how it is spun and turned into useful and beautiful objects. The program is so popular that the organization now has to do a lottery to determine which classes get to participate.
2014 PROJECT GRANTS	
Recipient/Project	Highlights from 2014 Project Final Reports
Kiwanis Festival Society - National Music Festival August 9-16, 2014 - \$10,000	This national festival attracted competitors from 10 provinces in 8 different disciplines, participating in 2 days of competition, and culminating in a Grand Awards Concert at the Rotary Centre for the Arts. 735 people participated. The City funding was used to pay for supply, moving and tuning of pianos, venue rentals and various hosting expenses.
Rotary Centre for the Arts - Strategic and Business Plan for Food and Beverage Support Services - \$5,000	Catering at the Rotary Centre for the Arts is a key component of its rental business. In 2014 the Centre engaged a professional foodservice consultant who analyzed the rental and catering cost centres and provided recommendations to improve the bottom line. Bistro and rental revenues have increased in 2014 as a result.
Central Okanagan Heritage Society - self-guided interpretive tour brochure for Guisachan Heritage Park - \$1,450	This colourful brochure provides enables visitors to Guisachan Heritage Park to do a self-guided tour of the significant building and landscape features in the Park. Through graphics, photos and text, it conveys relevant family histories, plant identification and stories about the site. The City grant was used to cover design, printing and research costs.

Schedule E - Summary of Grant Activity 2010-2015
Report from Cultural Services Manager, February 2, 2015

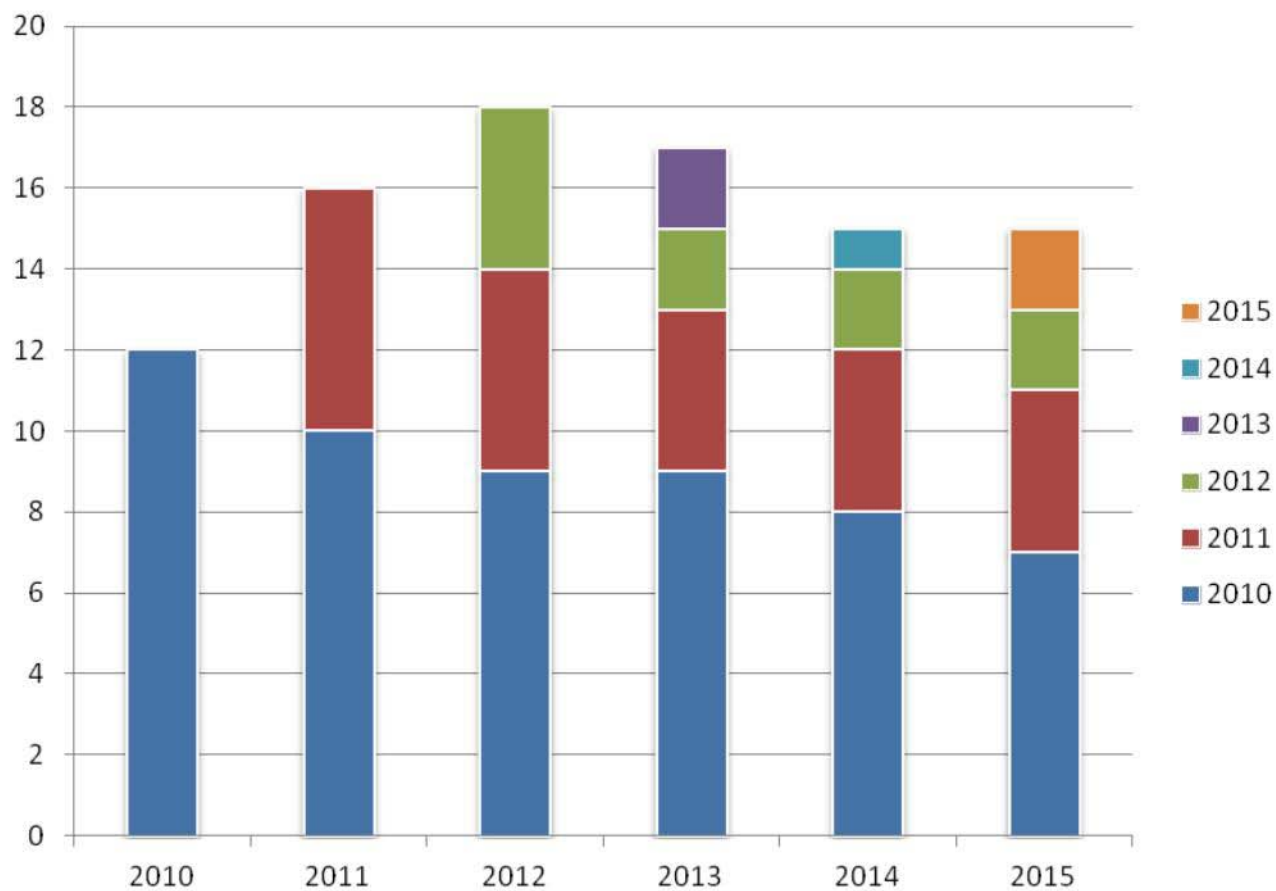
YEAR	DETAILS	OPERATING	PROJECT
2010	\$ available	\$80,000	\$70,000
	# of applications	15	28
	\$ requested	\$133,200	\$292,274
	# of grant awards	12	15
	\$ total awards	\$77,500	\$67,500
2011	\$ available	\$110,000	\$70,000
	# of applications	21	22
	\$ requested	\$177,700	\$134,825
	# of grant awards	16	12
	\$ total awards	\$95,200	\$70,000
2012	\$ available	\$110,000	\$70,000
	# of applications	20	24
	\$ requested	\$186,370	\$141,488
	# of grant awards	18	17
	\$ total awards	\$110,000	\$70,000
2013	\$ available	\$111,500	\$65,000
	# of applications	22	17
	\$ requested	\$190,900	\$100,457
	# of grant awards	17	13
	\$ total awards	\$111,235	\$65,000
2014	\$ available	\$110,000	\$65,000
	# of applications	17	16
	\$ requested	\$133,800	\$107,407
	# of grant awards	15	10
	\$ total awards	\$102,300	\$51,550
2015	\$ available	\$109,300	\$70,000
	# of applications	19	18
	\$ requested	\$160,500	\$119,210
	# of grant awards	15	15
	\$ total awards	\$109,300	\$70,000

2015 CULTURAL GRANTS

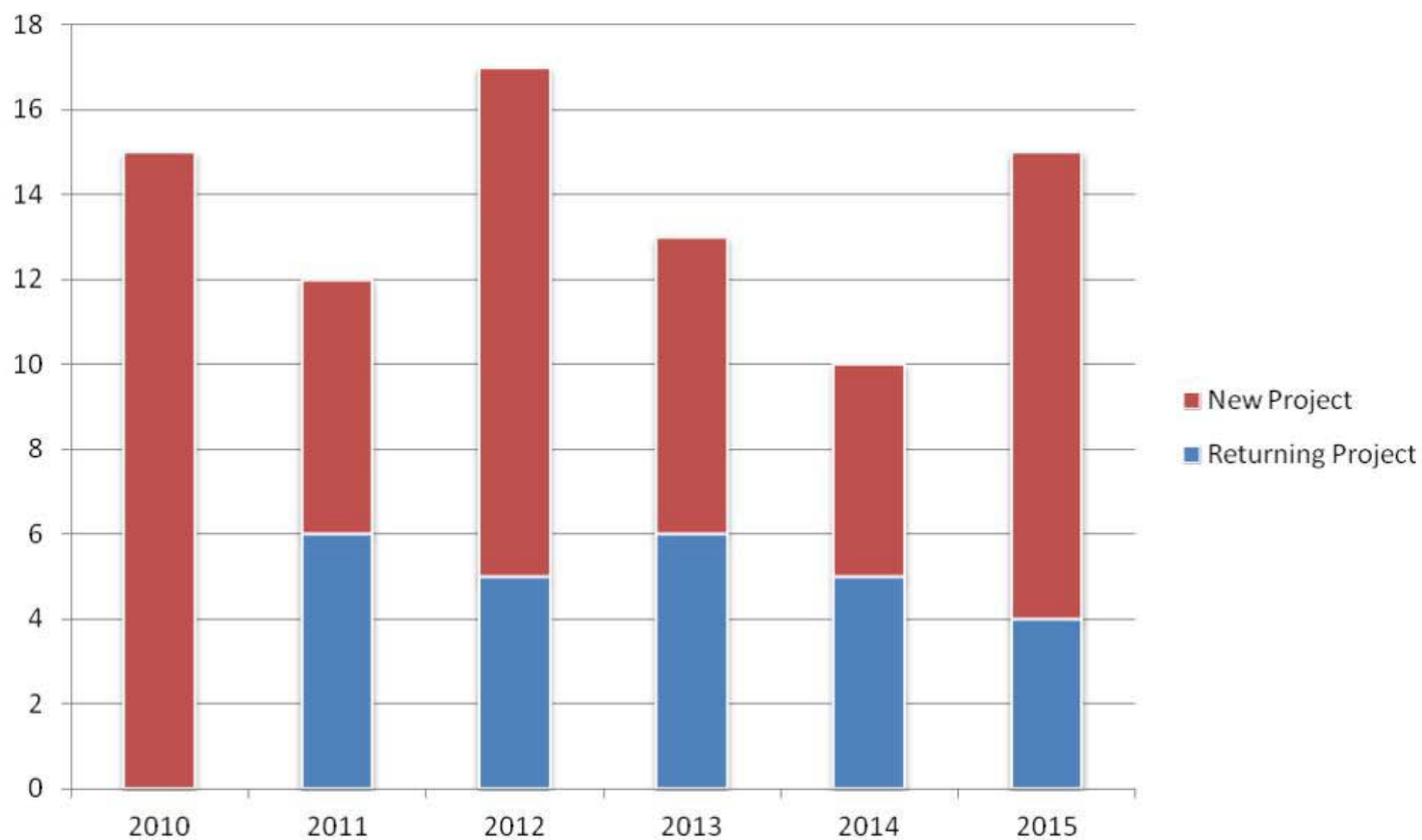
February 2, 2015



OPERATING GRANTS - NEW ENTRANTS



PROJECT GRANTS - NEW ENTRANTS



LEVERAGE OF CITY FUNDING

2013 City Operating funding of \$220,000 for 19 cultural organizations was:

- ▶ 6.8% of their aggregate revenues from all sources (93% other sources)
- ▶ 20% of aggregate grants from other funders
- ▶ 15% of aggregate earned revenue

THE PUBLIC SECTOR'S ROLE

- ▶ 'Private sector support cannot replace public investment. Generally, in Canada, private sector funding follows public sector investment...Michael Ondaatje, Atom Egoyan and K'naan all built commercial success and monetized their creative work after initial modest investments from the public sector. Without municipal investment, other partners are less likely to come to the table.'

*(From Creative Capital Gains: An Action Plan for Toronto'
May, 2011)*

Report to Council



Date: February 2, 2015
File: 0710-20
To: City Manager
From: Sandra Kochan, Cultural Services Manager
Subject: 2015 Professional Arts Operating Grants

Recommendation:

THAT COUNCIL receives, for information, the report dated February 2, 2015 from the Cultural Services Manager;

AND THAT COUNCIL approves 2015 Professional Arts Operating Grants as recommended in the report dated February 2, 2015 from the Cultural Services Manager, for the following organizations:

- \$25,000 to the Okanagan Artists Alternative Association (operating as Alternator Centre for Contemporary Art);
- \$55,000 to the Okanagan Symphony Society; and
- \$30,000 to the Kelowna Ballet Society.

Purpose:

To approve distribution of annual grants-in-aid to professional arts organizations.

Background:

Professional Arts Grants are available for:

'Organizations that have ongoing paid professional artistic leadership and administration and that pay principle artistic contributors for their services in accordance with generally accepted professional standards. Eligible activities include creative collaboration between professional artists and community members.'

For the last several years, three Kelowna-based organizations have received annual Professional Arts Grants:

- Okanagan Artists Alternative Association (operating as Alternator Centre for Contemporary Art) - 2014 funding \$25,000;
- Okanagan Symphony Society - 2014 funding \$55,000; and
- Kelowna Ballet Society (operating as Ballet Kelowna) - 2014 funding \$30,000.

Review of Festivals Kelowna programs and services is typically part of the annual professional arts grant process. Festivals Kelowna funding is a stand-alone item in base budget and is governed by the terms of the Service Agreement, and therefore approval of funding is not requested in this report.

Representatives of all four organizations included in this review will report directly to Council as Public-in-Attendance in the coming months.

Professional Arts Grant process:

The review process has been in place since 2010 and consists of:

- a written request to each organization in mid-October, 2014 for various financial, programming and organizational information. The deadline for submission of these materials was December 12, 2014;
- a staff review in January, 2015 of submitted materials and previous years' evaluations and reports. The review focused on three key areas: finances, programming and governance;
- an in person meeting between Cultural Services staff and management representatives from each organization during the week of January 19, 2015;
- pending approval of grants by Council, preparation of review notes with a follow up letter to each organization. In some cases more information has been requested and recommendations for improvement in particular areas have been noted.

The highlights from the staff review are provided in the attached Appendix A.

Internal Circulation:

Director, Active Living & Culture Division

Communications Supervisor, Communications & Information Services

Existing Policy:

Council Policy 274 - Cultural Policy

Financial/Budgetary Considerations:

Active Living & Culture base budget, administered through Cultural Services, for grants-in-aid to professional arts organizations is a total of \$110,000 to be distributed among eligible organizations in accordance with the annual review/approval process. The 2015 Provisional Budget for Festivals Kelowna is \$256,000 which includes an increase of \$7,500 for 2015.

Considerations not applicable to this report:

Legal/Statutory Authority
Legal/Statutory Procedural Requirements
Personnel Implications
External Agency/Public Comments
Communications Comments
Alternate Recommendation

Submitted by:

S. Kochan, Cultural Services Manager

Approved for inclusion: J. Gabriel, Director, Active Living & Culture Division

cc: Director, Active Living & Culture Division
 Communications Supervisor, Communications & Information Services
 Executive Director, Okanagan Symphony Orchestra
 Artistic and Administrative Director, Alternator Centre for Contemporary Art
 Artistic Director & CEO, Ballet Kelowna
 Executive Director, Festivals Kelowna

APPENDIX A - 2015 PROFESSIONAL ARTS OPERATING GRANTS
February 2, 2015 Report from the Cultural Services Manager

Highlights from staff review:

Alternator Centre for Contemporary Art:

Programming:

Founded in 1988 and operating since 1989, the Alternator is the longest-established Artist-Run Centre in the interior of the province, and is one of only 70 such Centres in the country to receive ongoing operating funding from the Canada Council for the Arts. There are over 170 Artist-Run Centres in Canada. The Centre is prominently located on the main floor of the Rotary Centre for the Arts, directly across from the main reception desk.

The Alternator is the only organization in Kelowna focused on supporting and exhibiting the work of emerging contemporary artists, and most importantly, acts as a stepping stone to assist artists in moving from 'amateur' to 'professional' as defined by major funders such as the BC Arts Council and the Canada Council for the Arts.

All professional artists who exhibit at the Alternator are paid in accordance with CARFAC (Canadian Artists Representation) standard fee schedules. As part of exhibiting at the Centre, artists are encouraged to consider how their work can be shared with the community beyond the gallery walls, through activities and events.

The Centre currently has 362 members predominantly in the 18-35 age range. Membership is provided at reasonable cost and volunteers who work a prescribed number of hours are eligible for no-cost membership.

Attendance for Centre programming in 2014 was 7,674, an increase of approximately 9 per cent over 2013. The Centre's visitation demographics are unique and demonstrate the close relationship with young artists in the community:

- 48 per cent of visitors are aged 19-34. Another 20 percent are aged 35-49;
- 59 per cent of visitors are artists;
- 62 per cent are repeat visitors;
- 70 per cent of visitors are from Kelowna. Another 17 per cent are from the Okanagan area.

September 2014 marked the Alternator's 25th anniversary, a major milestone.

The Centre provides a range of opportunities for artists and the public to engage with contemporary art practice:

- a) Professional programming in the Main Gallery - 2015 will bring five exhibitions by Canadian and international professional contemporary artists, with a focus on unique, unconventional and avant garde work that would otherwise be unavailable in the region.
- b) Community programming - 200 artists each year participate in the Members Gallery (25 separate exhibitions planned for 2015), the annual Members Show, and the Intermission series (three exhibitions in 2015 by UBCO visual arts students).
- c) New for 2015 - Performance Series - six experimental music/spoken word performances.

- d) Partnered programming - bi-monthly drawing sessions and nine AlterKnowledge discussion evenings both led by UBC Okanagan faculty.
- e) The Alternator's Studio 111 space at the Rotary Centre for the Arts continues to be used by artists as an incubator for new projects. Local artist Crystal Przybille is in the studio in 2015 for ongoing work on a major project: a sculpture of Chief Sookinchute.

Financial:

Reinstatement of Gaming funding and increased support from the City of Kelowna and the BC Arts Council has stabilized the Alternator's finances and enabled paid part-time assistance for the single full time staff person. This has, in turn, allowed for development of additional programming and community engagement.

Funds from the City of Kelowna constitute approximately 19 per cent of the Centre's annual operating budget. This is combined with a significant amount of provincial and federal support. Government funds represent approximately 85 per cent of the total budget. This is typical for many artist-run centres across Canada.

Fundraising continues to be a focus for the organization, and an organization development project in 2014 provided strategies which will start to be implemented in 2015, including a year-long initiative to attract individual donors.

Organizational:

The Canada Council for the Arts, one of the Alternator's major funders, requires that the Boards of artist-run centres must be comprised of at least 51% practicing artists. In order to ensure that the eight-member volunteer Board has the right skill set to provide good governance, the Alternator has devoted significant time and attention to creating policies and systems to support and educate both Board members and staff. Human Resources, Fundraising and Programming Committees are active.

Financial systems, reporting and budgeting processes, with assistance from bookkeeping and accounting professionals, are in place.

The current Artistic and Administrative Director will be on maternity leave by March, 2015 and the Centre is now engaged in hiring an interim Gallery Manager who will remain in place when the Artistic and Administrative Director returns to partial duties later in the year.

Okanagan Symphony:

Programming:

2014/15 is the Symphony's 55th season. Maestra Rosemary Thomson and the orchestra continue to offer a diverse repertoire for audiences of all ages and interests including Masterworks performances, Family Matinees, a special Christmas concert, and the commissioning of new work. Planning is also well underway for the 2015/16 season.

Program highlights from both seasons:

- March 2014 - The Symphony commissioned new work by Vancouver-based composers Jocelyn Morlock and Jordan Nobles, and new text from renowned poet Shane Koyczan. This performance was a world premiere for four new works. It was Shane Koyczan's first performance with an orchestra. Venues were sold out in Kelowna, Penticton and Vernon. 50% of the audience was attending a Symphony performance for the first time.
- April 2014 - during Education Week, the Symphony performed for over 4,000 elementary school students. The program was so popular that extra performances had to be added. 14 schools 'adopted' an animal from Saint-Saens' 'Carnival of the Animals' and choreographed and costumed their own performances with the Symphony. Over 350 students shared the stage with the orchestra.
- 2015 School concerts reflect the Symphony's continuing leadership in music education. Over 100 elementary and middle school students will have an opportunity to perform with the orchestra in this year's 'String's The Thing' program. As they advance, students have the opportunity to join the Okanagan Symphony Youth Orchestra or Youth Chorus and be part of the Symphony's annual 'side by side' performance with the Youth Orchestra.
- In partnership with the early childhood development agency Success by 6, the orchestra provides special 'Symphony Story Time' performances for preschool children.

More details about 2015/16 programming will be provided in the organization's upcoming Public-in-Attendance presentation.

The total audience for Symphony programs in 2014 was 18,500. Kelowna audiences represented 65 per cent of this total. Kelowna attendance increased by 16 per cent from 2013 to 2014. Audience demographics are as follows:

- 48 per cent seniors
- 25 per cent adults
- 23 per cent children and youth
- 4 per cent families

The orchestra continues to be an influential and effective collaborator in the community by involving other groups in its performances, reaching out across cultures, genres and disciplines, and contributing time and effort to initiatives led by others.

Financial:

City of Kelowna funding remains at approximately 5 per cent of the Symphony's total budget.

The BC Arts Council and the Canada Council for the Arts continue to provide both operating and project support, and the organization also benefits from Gaming funding. The organization has also received a BC Arts Council Capacity and Sustainability grant to engage a new Education and Outreach Coordinator and is seeking a Youth Engagement grant from the BC Arts Council to increase their mentorship of Youth Symphony musicians. The Education and Outreach Coordinator will coordinate the increasing number of student matinees and school performances, and handle necessary marketing, research and follow up with teachers and schools.

The organization's budget indicates robust levels of earned revenue (47 per cent of total budget) and fundraising (18 per cent). The organization is working on a long-range corporate sponsorship strategy which will be activated on a valley-wide basis.

Production costs account for approximately 65 per cent of expenditures. This is consistent with previous years.

Organizational:

The eight member Board of Directors includes representation from communities throughout the Okanagan, with a strong skill set including legal, financial planning, business administration, fundraising and HR. Four more Board members will be added in 2015 to bring additional expertise and capacity.

The Board has embarked on a major initiative to create a five-year strategic plan.

The organization has very active committees including Executive, Finance, Artistic Planning Advisory, Regional and Fundraising.

The Orchestra employs 18 core musicians through a multi-year collective agreement, as well as a full time Executive Director, part-time Office Administrator and Artistic Liaison and Librarian, and a number of contract positions including Music Director, Personnel Manager, Education & Outreach Coordinator, Marketing and Communications and Bookkeeper. The contract with Maestra Rosemary Thomson has been renewed for another five years.

Robert Barr is the organization's new Executive Director as of September, 2014. Mr. Barr comes to the OSO after 15 years with Vancouver's Bard on the Beach Shakespeare Festival, the last nine as Managing Director. During Mr. Barr's time with Bard on the Beach, the festival experienced significant growth in audience and revenue.

Ballet Kelowna:

Programming:

Ballet Kelowna is a professional dance company which offers development and performance opportunities for young dancers at the beginning of their dance careers. For most of the dancers, Ballet Kelowna is their first longer-term professional contract. The Company commissions new work from emerging and established Canadian choreographers, and also presents masterworks from the world's ballet canon.

Since its establishment in 2002, Ballet Kelowna has toured to more than 62 communities in Western Canada, has performed for more than 122,000 audience members and is now presenting school programs in at least six elementary schools for more than 2,250 students annually.

In the last 12 years, a total of 40 dancers have trained and performed with Company. Many have moved on to careers with larger ballet or contemporary dance companies.

2014 was a year of transition for Ballet Kelowna. It marked the retirement of founding Artistic Director David LaHay, and a revitalization of the organization's vision, mission and operating model. Significant challenges facing the organization in 2013 have been overcome, and with the arrival of Simone Orlando as the Company's new Artistic Director and CEO in September, 2014, the future is looking bright.

Highlights from 2014 and 2015 seasons:

- Total attendance in 2014 was approximately 6,300. This includes performances at UBC Okanagan, nine performances on tour, a large Kelowna audience for David LaHay's last appearance with the Company, six elementary school performances, a free public performance at Orchard Park Mall and a special preview performance at the Rotary Centre for the Arts to launch the 2015 season.
- 24 per cent of Ballet Kelowna audiences are under the age of 34. Only 23 per cent of the audience is over the age of 65.
- In Spring 2015, Ballet Kelowna will be performing on tour in Vancouver, Kelowna, Summerland, Princeton, Revelstoke, Kamloops, Penticton, Coquitlam and Creston. The tour also includes a special performance at The Banff Centre in April 2015. Four dancers from Ballet Kelowna will return to The Banff Centre in summer 2015 to participate in the Summer Dance Program, during which a new work for the 2015/16 season will be developed.
- As part of an enhanced outreach and development initiative, Ballet Kelowna is hosting a series of Master Classes and Choreographic Workshops throughout the 2014/15 season. Each session is led by a national or international dance artist, and provides emerging and professional dancers and teachers in the region to develop their dance and choreography skills.
- During Spring Break 2015, Ballet Kelowna in partnership with the Creator's Arts Centre will host Dance Break, a week-long dance program for up to 70 youth aged 10-18. The program welcomes both those who have no dance experience, and those who would like to advance their skills by working with Ballet Kelowna's dancers and professional dance teachers.
- Each year, Ballet Kelowna brings an international calibre ballet company to our community. On March 3, 2015, for one night only, The Ashley Bouder Project will take the stage in Kelowna, featuring principal and company dancers from the New York City Ballet.

- Other special events include Class on Stage (Ballet Kelowna dancers in class, open to the public by donation), post performance receptions for subscribers and donors, and an annual collaborative media event with the Okanagan Symphony and Opera Kelowna.
- Ballet Kelowna continues its partnership with the Canadian School of Ballet for the annual production of 'The Nutcracker.' Through this partnership, students share the stage with Ballet Kelowna's professional dancers. Houses are consistently full for this holiday season classic.

Financial:

City of Kelowna funding represents eight per cent of the organization's total budget. The organization also receives gaming, touring, project and development funding from federal, provincial and foundation funders.

45 per cent of the organization's revenue is derived from sponsorships and donations. Individual donations have increased 35 per cent in the last year. Cultivation of relationships with donors remains a priority for the organization as it shifts away from event-based fundraising. A further 20 per cent of revenues is earned revenue from ticket and performance fees.

Subscriptions have increased by more than 62 per cent over last year.

Since February 2013, membership has increased 61 per cent. Ballet Kelowna has 197 current members.

Organizational:

The company currently consists of six professional dancers and one trainee. If budget goals are met, the company could increase to eight professional dancers for the 2016 season.

An 11-member Board of Directors provides strong governance for the organization, with professional expertise in human resources, accountancy, law, dance education, public relations and business administration. Financial statements are professionally prepared each year by a recognized accountancy firm.

The organization is engaged in a number of planning processes including development of a business plan with students in the UBC Okanagan Capstone Program and professional consultants.

Staff currently consists of a full-time Artistic Director and CEO and a part-time administrator. Contractors include the dancers, a Production Manager, a grant writer and a bookkeeper. A full-time Development Manager position will be filled in 2015. Tour coordination is provided by a volunteer.

The new Artistic Director and CEO, Simone Orlando, has an impressive background as a dancer (including 13 years as a principal dancer with Ballet BC), Artistic Director, dance teacher and independent choreographer. She recently graduated from the BCIT Business Management Program with Distinction.

Festivals Kelowna:

Programming:

Through a three-year Service Agreement (2014/15/16) with the City of Kelowna, Festivals Kelowna is contracted to provide a set of core programs and services focused on major community celebrations and animating important public spaces in the community through the provision of free, family-friendly entertainment. Most of the performers are local artists, and many of them gain their first public performance experience by moving through the Festivals Kelowna system, first as buskers, then as paid performers for Parks Alive!, and possibly on to headlining a larger stage during Canada Day or New York New Years. Programming features multiple genres and artistic disciplines and attracts a diverse audience.

Program highlights from 2014 include:

- Buskers Program - in addition to approving permits for buskers to perform at 15 designated 'Busk Stops', Festivals Kelowna added two new features to the Buskers Program in 2015. Marquee Buskers were hired every weekend in July and August to create a more festive environment around the Artisan Market in City Park. Secondly, 'Buskers on Bernard' in late August brought a concentration of local buskers to Bernard Avenue for one night. Based on the positive results in 2014, plans are forthcoming for an expanded event in 2015.
- Parks Alive! - in alignment with the City's goal to build strong neighbourhoods, Festivals Kelowna programming in neighbourhood parks around the City attracted larger audiences than ever. 'Pirates in the Park', a play created and performed by Bumbershoot Childrens' Theatre, used existing playground infrastructure to create an exciting and interactive experience for Parks Alive! audiences and culminated in over 600 people for the final show at Gerstmar Park in Rutland.
- New York New Years - this annual celebration continues to grow, both in attendance and in the range of activities and experiences offered. In 2014, 3D video mapping created a unique, large scale visual experience projected on to the façade of City Hall. Festivals Kelowna anticipates continuing use of this technology for a number of events, with the potential for partnerships with local technology firms.

Total audience for all Festivals Kelowna programs in 2014 was approximately 97,000.

Festivals Kelowna frequently collaborates and partners with other organizations. In addition to the work with Bumbershoot Childrens Theatre, other 2014 examples are:

- a partnership with the Canadian Italian Club to bring an authentic Italian folk group 'Riccardo Tesi' to the Parks Alive! stage;
- a partnership with the Okanagan Young Professionals for a show which attracted more than 500 people to Whitman Glen Park; and
- more than 600 people attended a partnered performance by Opera Kelowna in Guisachan Park.

Festivals Kelowna will present more information about a number of new and expanded 2015 programs when it delivers its Public-in-Attendance presentation to Council in the next few weeks.

Financial:

Base budget provided to Festivals Kelowna (2015 Provisional budget) is \$256,000. As funding is provided through base budget, funding approval is not requested as part of this report.

The Service Agreement requires Festivals Kelowna to submit quarterly reports to staff summarizing program plans and activity, and tracking annual revenues and expenditures. In addition to these reports, staff conduct an annual review as part of the Professional Operating Grant process.

City of Kelowna funding represents approximately 60 per cent of the Festivals Kelowna budget. The balance is derived from earned revenue (vendor and permit fees - 9 per cent), donations and sponsorships (17 per cent) and other grants including provincial gaming, Canadian Heritage funding for Canada Day, and various foundations (about 14 per cent).

Because of the City's substantial investment, the organization budgets conservatively and seeks to secure additional revenues and sponsorships to leverage against City funds each year. Strong community support is evident and is expected to grow. Most programs and events are delivered on a cost recovery basis, with modest growth accommodated each year. New events or programs are introduced only if there is sufficient revenue on hand or generated.

Organizational:

The 11-member Board of Directors represents a range of skills including accountancy, event management, marketing, business administration, artisans and performing artists, finance and fundraising.

The organization has two full-time staff: the Executive Director and the Program Coordinator. The organization also retains four contractors and two to three summer students. It rents office space in a downtown Kelowna commercial building.

Report to Council



Date: 1/28/2015
File: 0600-01
To: City Manager
From: Bylaw Services Manager
Subject: Medical Marihuana Producer Business Licence Amendment

Recommendation:

THAT Council receives, for information, the Report from the Bylaw Services Manager dated January 28, 2015 with respect amendments to Bylaw No. 10920 being the Medical Marihuana Producer Business Licence and Regulation Bylaw;

AND THAT Bylaw No. 11055, being Amendment No. 1 to Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920, be forwarded for reading consideration;

AND THAT Council directs staff to give notice by way of advertising in a local newspaper and on the City web site, and to provide notice directly to identified MMPR producers of their opportunity to make representations to Council regarding the proposed bylaw amendment prior to adoption;

AND THAT an opportunity to provide comment be part of the Public Hearing for the Zoning Bylaw 8000 medical marihuana bylaw amendments.

Purpose:

To add "Analytical testing" as a separate business licence type and to establish an opportunity for public input on the amendment.

Background:

In response to Health Canada creating a designation for **Medical Marihuana Analytical Testing** facilities, under the MMPR regulations it is necessary to ensure such facilities are included within the definition of the Medical Marihuana Producer Business Licence Bylaw no. 10920 (the "Bylaw").

To achieve this, a new definition of "Medical Marihuana Analytical Testing" is recommended to be added to the Bylaw, along with some other corresponding amendments to differentiate the two types of businesses. It is important to emphasize that an appropriate Health Canada MMPR licence must be obtained prior to the City issuing a business licence under this bylaw. The business must also be in compliance with City of Kelowna Zoning Bylaw 8000, and any other relevant City bylaws.

Internal Circulation:

City Clerk
Divisional Director of Corporate and Protective Services
Director Subdivision, Agriculture & Environment
Director, Development Services
Building and Permitting Manager
Building, Plumbing & Gas Inspector Supervisor
Crime Prevention Supervisor
Deputy Fire Chief, Fire Administration, Training and Fire Prevention

Legal/Statutory Authority:

Council's business regulation and business licence authorities are found in the *Community Charter* sections 8(3)(6); 15; 59 & 60.

Legal/Statutory Procedural Requirements:

Council must provide an opportunity for and give notice to those persons who consider themselves affected by the proposed bylaw to make representations to Council prior to Council adopting the bylaw.

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Considerations not applicable to this report:

Existing Policy:

Financial/Budgetary Considerations:

Alternate Recommendation:

Submitted by:

Greg Wise, Bylaw Services Manager

Approved for inclusion:



R. Mayne Divisional Director
Corporate & Protective Services

cc:

CITY OF KELOWNA

BYLAW NO. 11055

Amendment No. 1 to Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920 be amended as follows:

1. AND THAT Section 2. DEFINITIONS be amended as follows:

a) Adding in its appropriate location a new definition for **Business** as follows:

"Business means reference to both **Medical Marihuana Production Regulation Business** and **Medical Marihuana Analytical Testing**.";

b) Adding to the definition **"Medical Marihuana Production Regulation Business"** the word "protection" after the words "carrying on a commercial or industrial"; and

c) Adding a new definition for **"Medical Marihuana Analytical Testing or (MMAT)"** in its appropriate location that reads as follows:

"Medical Marihuana Analytical Testing means the validated testing, research and development or quality control of a substance or product carried out in a laboratory operation and must be licensed under Health Canada or Controlled Drugs and Substances regulation of any substance or product being tested."

2. AND THAT 4. LICENCE REQUIRED, 4.2 be deleted in its entirety that reads:

"In the case of different **MMPR businesses** in one building which are operated or owned by the same person and which are accessible to each other through internal doorways without leaving the structure, such **MMPR businesses** shall be considered one **premise** for the purposes of this bylaw."

And replaced with the following:

"In the case of different **businesses** in one building, each **business** shall be considered as a separate business."

3. AND THAT all references to **"MMPR business"** be deleted and replaced with **"business"**;

4. This bylaw may be cited for all purposes as "Bylaw No. 11055, being Amendment No. 1 to Medical Marihuana Producer Business Licence and Regulation Bylaw No. 10920."

5. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first, second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk