



This is the 1st Affidavit
of KEVIN MEAD in this case
and was made on 22 Nov/2023
No. KEL-S-S-136195
KELOWNA REGISTRY

IN THE SUPREME COURT OF BRITISH COLUMBIA

BETWEEN:

CITY OF KELOWNA

PETITIONER

AND:

**UNKNOWN PERSONS OPERATING AS "COMMON LAW
EDUCATION AND RIGHTS", DAVID LINDSAY, JOHN DOE, JANE
DOE, and PERSONS UNKNOWN**

RESPONDENTS

AFFIDAVIT

I, KEVIN MEAD, of 1435 Water Street, Kelowna, BC, civil servant, AFFIRM THAT:

1. I am the Bylaw Services Manager for the City of Kelowna, Petitioner in this matter. I have personal knowledge of the matters hereinafter deposed to save and except where those matters are stated to be based on information and belief, and to such latter matters I verily believe the same to be true.

Freedom Rally Events

2. Beginning on March 17, 2020, the BC Provincial Health Officer issued a series of emergency orders under the *Public Health Act*, including orders restricting gatherings and events. The City followed these orders, including by discontinuing events in and on City public spaces and by ceasing to issue permits for events on public land.
3. Various factions of society continued to assemble in public spaces to exercise their Charter protected rights in expression, association, and assembly. The City has been steadfast in its position of recognizing and respecting the exercise of Charter rights;

however, where these gatherings took on key characteristics of events – such as associated merchandise sales, use of sound amplification equipment and temporary structures, and exclusive occupation of public space in a manner which effectively excluded its contemporaneous use by others – the need to ensure public safety and accessibility led to enforcement of the City’s Bylaws.

4. The City typically engages in progressive enforcement of its bylaws. As a first step, Bylaw Officers seek to educate and provide information about the fact that certain activities are in violation of a bylaw, and seek voluntary compliance from offenders. These educational and warning steps may be written or verbal. If education and warnings do not achieve compliance, a Bylaw Officer may progress to issuing a ticket for the breach of the Bylaw. Tickets for most offences can typically be issued for each day or each infraction. If initial ticketing also fails to gain compliance, the number and frequency of tickets may increase.
5. In rare circumstances, tickets and fines are still not effective to achieve compliance. In these cases, if the public impacts of the bylaw breaches are sufficiently serious and/or continue for a long time, the City may proceed with court action against the offenders. Such actions may include the seeking of an injunction in BC Supreme Court to restrain the ongoing breaches.
6. The Freedom Rally protests have been occurring on Saturdays in Stuart Park and surrounding downtown roadways since early to mid 2020. Initially, these events took place on every Saturday; more recently they have occurred in this location approximately once per month.
7. With the scaling back of health measures though later 2021 and the resumption of public events being scheduled and permitted by the City, other parties began to obtain permits to use the Stuart Park space for events, including on Saturdays. The location, facilities and amenities of Stuart Park make it a popular spot for such events. Stuart Park is also popular for use by the public for leisure and recreation.

8. City Bylaw Officers and police officers had many conversations with members of the Freedom Rally group, confirming that the City does not wish to stand in the way of the exercise of Charter rights, but that certain activities being undertaken by this group were in breach of the Bylaws and/or required City permits in order to continue.
9. With the resumption of public activities and events, the continuing Freedom Rally activities began to conflict with other users with greater frequency and intensity.
10. Significant and increasing levels of taxpayer-funded resources have been required to deal with the impacts of the Freedom Rally events and to ensure public safety. For example, the City's Traffic Operations group has become involved to deal with traffic plans and barriers to try to maintain traffic flow despite the occupation of streets, and significant numbers of RCMP members have frequently attended to assist with controlling traffic and keeping the peace.
11. Private parties and other organizations have also been negatively impacted. The non-profit Tourism Kelowna has closed their Visitors Centre at 238 Queensway, adjacent to Stuart Park, during Freedom Rally activities to protect staff after repeated negative interactions with members of this group. The restaurant Cactus Club Café, located near the ice rink, has reported hiring additional security to ensure patron and staff safety during these events.
12. The Downtown Kelowna Tourist Association has frequently communicated with the City about negative effects of the Freedom Rally activities on local businesses, especially the marches and vehicle convoys which prevent customer access and deter use of the downtown area by tourists and shoppers.
13. The Farmers' Market in Stuart Park has had to close down early due to the attendance of Freedom Rally participants and has reported conflicts with protestors unloading and setting up items and crowding Farm Market vendors trying to leave the area.

14. Conflicts also began between users of the Stuart Park skating rink next to the Spirit Bear plaza, and participants in the Freedom Rally events. After two weeks of verbal conflicts in winter 2022, the City elected to place temporary fencing between the skating rink and the plaza on Saturdays to prevent these conflicts from escalating.
15. Recognizing the impact of these conflicts and the escalating urgency of ensuring safe and equitable use of public space, beginning in August 2021, the City began to issue Bylaw Offence Notices for violations of the Parks and Open Spaces Bylaw, Sign Bylaw, and Good Neighbor Bylaw. However, this ticketing step has not resulted in compliance with the City's Bylaws by the Freedom Rally group.
16. The unpermitted use and occupation of Stuart Park and the downtown roadways by the Freedom Rally group has been ongoing for over 3 years now. The City has never before dealt with such a sustained, long-running, impactful violation of the Bylaws governing the use of its public space by any other special interest group.

The City's Permitting Process and Criteria

17. In order to obtain a permit for an event on City property, organizers must apply through the City's online portal. Attached as Exhibit "A" to this Affidavit is a true copy of a printout of the "Create Application" page from this portal, which summarized the requirements for a permit application.
18. The website requires that applications must be started 60 days in advance, although if staff resources allow for the processing of a late application, a permit may still be issued if this lead time is not met.
19. In order to apply for and obtain a permit for an outdoor event, the organizer must submit the non-refundable application fee, site map/route map/traffic management plan, production schedule and food vendor information if applicable, supporting permits, final payment, and the signed agreement.

20. Applications for permits for outdoor events are considered by the City's Outdoor Events Committee, which is established under section 3 of the City's Outdoor Events Bylaw. Where the conditions of that Bylaw are met, the Committee is authorized to issue a permit.
21. Sections 3.1.2 and 5.1.1 of the Outdoor Events Bylaw allows the Committee to establish conditions to be met by event organizers in relation to health, sanitation, vehicular and traffic control, dog control, public safety, and the protection of public and private property. In addition, where an event involves the closure of a City street, written approval of the City Engineer is required pursuant to the Traffic Bylaw.
22. The Bylaw also requires that liability insurance be in place, and that the organizer must indemnify the City of Kelowna from any liability which may arise as a result of the outdoor event.
23. Attached as Exhibit "B" to this Affidavit is a true copy of the Event Planning Guidelines published on the City's website, detailing the standard conditions which have been created by the Committee and providing detail to organizers about what will be required to successfully obtain a permit for particular events.
24. The City's permitting process is also guided by the policy document known as the "Kelowna Event Strategy". A true copy of this document is attached as Exhibit "C" to this Affidavit.
25. The Kelowna Event Strategy explains that "For event permitting/development purposes, events are categorized by size, duration, complexity, and type which require different levels of preparation and resources." The Strategy sets out a number of guiding principles and strategic goals and objectives for events in the City.
26. The City's Event Development Supervisor has explained to the Respondent Mr. Lindsay, in response to his request for copies of all permits for political protest/political expression, that the City does not issue permits for rallies/protest gatherings. I

understand the CLEAR Parties have interpreted this to mean that they would not receive an event permit if they applied for one, on the basis that their event is a political protest. This is not the case; the City does not issue permits for protests, *per se*, in the absence of any other triggering requirement, but if an organizer wishes to hold an event, within the usual meaning of that term, and to carry out other Bylaw-restricted activities such as using amplified sound or temporary structures, then they must apply for and obtain a permit for the event or activity. The subject matter does not affect this requirement or the criteria for issuance.

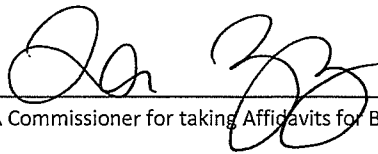
27. The Petition Respondents have never applied for a City permit for their events. A permit application submitted by them would be assessed under the same policies and criteria as any other City event. If the Respondents, or any other party, submitted a complete application in full compliance with the Bylaws, Event Planning Guidelines, and Kelowna Event Policy, an event permit would not be refused on the basis of subject matter.
28. As a general exception to this principle, the City would likely not issue a permit for proposed activities related to hate speech, the promotion of violence, or similar.

Public Complaints

29. The City has received many reports of Bylaw breaches by the Freedom Rally participants, and complaints about the negative impacts of these breaches on the public, from various organizations and individuals. These reports and complaints have been made in person to City staff, by phone, email, and via the City's website.
30. Copies of written complaints regarding bylaw enforcement matters are retained in the normal and ordinary course of the City's business.
31. Attached as Exhibit "D" to this Affidavit is a true copy of an email from the Downtown Kelowna Business association, retrieved from the City's online bylaw enforcement records, which expresses that there have been negative impacts on local businesses.

32. Attached as Exhibit "E" to this Affidavit is a true copy of some of the many other complaints received by the City regarding the activities of the Petition Respondents, which records have been retrieved from the City's online bylaw enforcement records where they are kept. Personal information has been redacted from these documents to ensure that the authors are not subject to retaliation from the Petition Respondents and their supporters for reporting breaches of the law to the City as an enforcement authority, or for taking a contrary position in this dialogue on a matter of public interest.

AFFIRMED BEFORE ME at Kelowna, British Columbia, on 29 Nov/2023.



A Commissioner for taking Affidavits for British Columbia



KEVIN MEAD

Laura Bentley, DEPUTY CITY CLERK

LAURA BENTLEY
A COMMISSIONER FOR TAKING
AFFIDAVITS FOR BRITISH COLUMBIA
1435 Water Street, Kelowna, B.C.

CREATE APPLICATION

OUTDOOR EVENT PERMIT APPLICATIONS

Welcome

Thank you for your interest in hosting an outdoor event!

New Events: Applications will be accepted and evaluated on an ongoing basis for the current year and must be submitted at least 60 days in advance of event start date. Any requests made within the 60-day limit may be declined if there is not adequate time to process application. Those wishing to apply for the following year will be evaluated after December 1st of the current year.

Returning Events: If you wish to hold your event again the following year, applications must be submitted by OCTOBER 15. You can roll over your application at any time once your current event has been completed. Any changes to dates or locations will be considered once all returning events are confirmed. The returning event calendar for the upcoming year is finalized from Oct. 15 – Dec. 1.

Information Submission Deadlines

- Non-refundable Application Fee (due to confirm booking)
- Site Map / Route Map / Traffic Management Plan (60 days)
- Production Schedule (large events) & Food Vendor Information (60 days)
- Supporting Permits (21 days)
- Final Payment / Signed Agreement (7 days)

General Information

Fees: All events will be subject to applicable fees & charges such as: non-refundable application fee, rental fees, potential additional city services, damage deposit, etc. Please refer to the Fees & Charges section for complete details.

Insurance and Indemnification: All events require a minimum 2 million general liability insurance, and the organizer must indemnify the City of Kelowna from any liability, which may arise as a result of the outdoor event.

Event Planning Guide

Before submitting an application, please read the [Online Application Summary](#) for a general overview of the online process and also check out our [Event Planning Guide](#). The Guidelines have been designed to assist event organizers in developing their event plans and includes important information regarding the Event permit process and regulatory requirements.

▲ You need to be logged in to start an application. [Login](#) to your existing account or [create an account](#).

Outdoor Event Permit
APPLY NOW

This is Exhibit " A " referred to in the Affidavit of Kevin Mead sworn (or affirmed) before me at Kelowna, BC this 22 day of November 2023.


A Commissioner for Taking Affidavits for British Columbia

Event planning guidelines



Thank you for your interest in hosting an event in Kelowna. Below is a useful list to help you on your way to planning and running a successful event.

Before completing an [outdoor event application](#), be sure to read through the guidelines for important information to assist you.

General event

Application submission timelines

Application timelines

- **New events** - Applications will be accepted and evaluated on an ongoing basis for the current year and must be submitted at least 60 days in advance. Any requests made within the 60-day limit may be declined if there isn't adequate time to process application. Those wishing to apply for the following year will be evaluated after Dec. 1 of the current year
- **Returning events** - If you wish to hold your event again the following year, applications must be submitted by Oct. 15. You can roll over your application online at any time once your current event has been completed. Any changes to dates or locations will be considered once all returning events are confirmed
- **The Returning Event Calendar** for the upcoming year is finalized from Oct. 15 to Dec. 1 of the current year

Information submission deadlines

This is Exhibit " B " referred to in the
Affidavit of Kevin Mead
sworn (or affirmed) before me at
Kelowna, BC
this 22 day of November 2023


A Commissioner for Taking Affidavits for British Columbia



- Non refundable application Fee (due to confirm booking)
- Site map / route map / traffic management plan (60 days)
- Production Schedule (large events) & food vendor information (60 days)
- Supporting permits (21 days)
- Final payment / signed agreement (seven days)

Fees

There are a variety of potential City and non-city fees associated with hosting an event. Read [Active Living & Culture Fees and Charges Bylaw \(#9609\)](#) for more detailed information.

Here is a quick summary of some of the possible costs

City rental & administration fees

- **Park rental fees** - hourly rate to book park spaces, with a minimum three-hour booking required and billable up to a maximum daily rate of 10 hours
- **Administration fee** - fee varies depending on size and scope of event. This fee is non-refundable and due at the time of booking to confirm the rental
- Fees are divided into **non-profit and commercial rates**. A non-profit number is required to receive non-profit status

Damage deposit

A damage deposit is required to cover various area of potential damage or loss such as park site, lost equipment, etc. The amount varies based on size and scope of the event, with the general amounts being \$300 for smaller events and \$500 for larger events. The City reserves the right to assess and assign a higher amount for large, high impact events.

Ticketed events

Ticketed events on City Property are subject to gross gate (per City Fees & Charges Bylaw #9609).

Rental rates for ticketed events will be based on a percentage of gross ticket sales or base park rental, whichever is greater. The rate is based on the event dates only (set up and takedown days will not be included in the calculation).

Ceiling rate will be based on:

- Non-profit: four percent of gross ticket sales to a maximum of \$4,000
- Commercial: eight percent of gross ticket sales, to a maximum of \$8,000
- Rental rates for ticketed events will be based on a percentage of gross ticket sales or base park rental, whichever is greater
- The rate is based on the event dates only. Setup and takedown days will not be included in the calculation, but park rental fees will apply
- If the event is on multiple days, the gross gate calculation applies to the highest gross revenue day with the remaining day(s) maximum rate calculated at 50 percent of that day

Other fees

- **Additional city services** - examples include RCMP or Bylaw Support, staffing for park or facility management, etc. Fees are collected on cost recovery for service being provided.
- **Non-city event related costs** - dependent on event requirements; examples include electrical permit, insurance, food vendors, infrastructure costs, etc.

Please note, the non-refundable administration fee is due to confirm the booking with final payment for all costs associated with the Outdoor Event Permit due when the permit is issued to the organizer, usually within seven days of the start date. Organizers aren't permitted onsite without prior payment. Cost recovery items and the damage deposit are finalized and returned post-event.

Insurance – General event & onsite activities

General event

All events taking place on City property are required to have, at minimum, \$2 million Comprehensive General Liability Insurance.

The following is required on your Certificate of Insurance:

- A limit of liability of no less than \$2 million per occurrence. Some events may require a limit of no less than \$ million as deemed by the City
- The City of Kelowna named as additional insured
- Name of the event, location of event and event dates
- Products/completed operations
- Blanket contractual
- Contractor's protective
- Personal injury
- Contingent employer's liability
- Broad form property damage
- Non-owned automobile
- Cross liability clause

All policies noted above shall contain amendments to reflect the following:

- Any deductible or reimbursement clause contained in the policy shall not apply to the City of Kelowna and shall be the sole responsibility of the Insured
- 30 days prior written notice of material change and/or cancellation will be given to the City of Kelowna

Events and/or activities deemed as a higher risk (such as: host liquor, multi day events, participant injury, etc.) will require additional coverage. Details are reviewed through the Outdoor Event Permit process.

Note: Certificate of Insurance must be provided and approved before the Outdoor Event Permit can be issued.

Onsite activities

Many onsite activities have additional insurance requirements or specific guidelines which require City approval prior to being onsite. The most common activities include, but aren't restricted to, amusement rides, petting zoos, inflatables and drone operators.

All contractors/vendors for these activities must provide proof of Commercial General Liability (CGL) insurance policy via a certificate of insurance with a limit of no less than \$2 million (or otherwise deemed by the City) naming "The City of Kelowna, 1800 Parkinson Way, Kelowna BC V1Y 4P9" as an additional insured.

All certificates of insurance are also required to indicate the following:

- The name, address and telephone number of the named insured
- The name, address and telephone number of the insurance broker
- Certificate needs to have the broker's name, title, company name, broker signature of Authorized Signatory and date signed.
- A description of the location and event to which this certificate applies
- Details of the insurance company writing the policy: name, address and telephone number
- Insurance policy number
- Policy effective date and expiry date
- Policy limits
- Participant injury
- Description of coverage detailing Commercial General Liability;
- Details related to automobile liability insurance
 - Insurance company writing the policy: name, address and telephone number
 - Insurance policy number
 - Policy effective date and expiry date
 - Policy limits
- Any deductible or reimbursement clause contained in the policy shall not apply to the City and shall be the sole responsibility of the insured named above
- 30 days prior written notice of material change and/or cancellation will be given to the City

Activities requiring additional insurance and subsequent submission of insurance documents will be reviewed as part of the Outdoor Event Permit.

Prime contractor

As per WorkSafe BC regulations, the organization/business hosting the event may be required to enter into a [Prime Contractor Agreement](#) to assume responsibility and to ensure the health and safety of all workers/paid staff on the event site. This includes from setup to takedown.

You may be required to take Prime Contractor if:

- You, or any of your organization/business staff involved in the event, are paid and not a volunteer
- There are contracted/hired services as part of the event. Examples include; flaggers, mobile food trucks, portable washroom suppliers, etc.

You're not required to take Prime Contractor if:

- Your organization is made up of entirely volunteer staff - in other words, no-one is a paid employee
- There are no contracted/hired services onsite

Regardless of who is Prime Contractor, it's the organizer's responsibility to share the [Known Hazards Guidelines](#) with all staff, workers and volunteers onsite.

For more information please visit [WorkSafe BC Prime Contractor Responsibilities](#).

Site map

Creating a clear and easy to read site map is important to the hosting and implementation of a successful event. A site map is required for all events taking place on City property. As part of the Outdoor Event Permit, the Event Services Team may facilitate a site walk to familiarize the organizer with onsite amenities and conditions of use.

For larger events, a production schedule is required, indicating load-in/out plans and timelines. Many event sites have specific guidelines for access. It's the organizer's responsibility to ensure contractors are aware of and adhere to guidelines. We created a [Sample Production Schedule](#) as a guideline.

When creating a site map, the following should be indicated:

- Areas of use - if using multiple areas of the park, each area should be indicated on the map with activities and/or requirements. This includes areas such as parking lots, lake-based events, beach area, etc.
- Vehicle and emergency access/egress - many parks have specific access routes and guidelines. A minimum 6 (20ft.) emergency access route is required through the event site
- Portable washrooms - location should be easily accessible for servicing, and where feasible, placed on a hard surface
- Dumpsters - location should be away from the main event area, easily accessible for servicing and, where feasible, placed on a hard surface
- Tents - including sizing information
- Inflatables and other onsite activities such as amusement rides, petting zoos, etc.
- All infrastructure such as staging, bleachers, fencing, barricades, display vehicles, etc.
- Generators
- First aid/medical centre location
- Volunteer Tent location - if applicable
- For site maps with beer gardens or full site licensing:
 - Ticket sales areas
 - Service areas
 - Entrances and exits
 - Security locations
 - Fencing

TIP: Place anything requiring electrical access by the onsite services instead of running cords long distances (saves money and removes potential tripping hazards)

We have a useful [mapping tool](#) that can assist with the creation of your site map.

Please note for events with activities on the water, it's the organizer's responsibility to confirm any Transport Canada or Ministry of Transportation requirements and to have adequate safety measures in place. Please see the Water Section for more information.

Public notification

For some events, organizers will be required to notify local residents, businesses and/or the general public of impacts to the area via a notification letter. Notification is required one month in advance. We have created a [Sample Public Notification](#) as a guideline.

As a general guideline, a notification letter is required if your event:

- Has a lane or road closure
- Has amplified sound (i.e. concert)
- Has a large parking impact in residential area
- Has an extended park closure

Necessity of a notification letter will be determined by the Event Services Team and a copy will be required as part of the Outdoor Event Permit.

Notification letter should include:

- Event dates and times
- Event location
- Route maps, indicating closures, detour routes, etc.
- Restricted parking areas
- Contact information including email and phone
- Website information
- Other as applicable

[Canada Post](#) has a program that will assist in targeting a direct mailout with interactive maps and data to send information to a targeted area.

In addition, the city will release a Traffic Advisory or Park Closure Announcement approximately one week ahead of the event to assist in informing the public.

Private property

Events taking place on private property fall under two main categories:

1. Events taking place completely on private property (no public space is used):
 - Attendance over 1,000 people - require an Outdoor Event Permit, due to potential impact on city services
 - Attendance under 1,000 people - are not required to have an Outdoor Event Permit

2. Outdoor Events using a portion of private property for site or route:
 - As part of the Outdoor Event Permit, written approval from the landowner is required if any portion of the event is held on private property. For example, a running event with start and finish at Gyro Beach, but loops through a private winery as part of the race will require proof of permission from the winery owner
 - The property owner will have to complete, sign and submit the [Private Property form](#)

Safety & security

— Accessibility

We promote a caring, inclusive and respectful community where City programs, services and facilities are available to everyone, including people with diverse abilities, defined as someone who:

- Has low or no hearing
- Has low or no vision
- Lives with a mental illness
- Uses a cane, wheelchair or other mobility device to get around

In 2017, we completed an assessment of City parks and buildings as they relate to age and ability friendly design. Please refer to the [People in Motion's Accessibility Guide](#) for more information on the accessibility and age-friendly amenities of the City's parks and buildings.

Event organizers can promote inclusivity by taking steps to ensure their events are accessible to everyone.

Things to consider when planning:

- **Interpreters** - Use a sign language interpreter at presentations or speeches
- **Parking** - Ensure there are accessible parking stalls located in close proximity to event site and create temporary stalls where event space may restrict available accessible parking. We have temporary accessible parking signs available
- **Paths of Travel** - Identify clear and wide travel paths through the event site and ensure tripping hazards are identified and covered properly
- **Routes** - Ensure event routes are accessible and clear of any impediments
- **Signage** - Provide large, easy to read signage with good colour contrast
- **Washrooms** - Ensure accessible washroom stalls/portable washrooms are available, appropriately placed and in adequate supply

First aid

First aid is the responsibility of the organizer.

At minimum, all events are required to have a fully stocked first aid kit easily accessible by event staff, volunteers and attendees.

For events with over 500 attendees, first aid recommendations include:

- Clearly identifiable 10x10 first aid tent onsite
- Certified professional first aid service such as [St. John Ambulance](#) or other

For larger or higher risk events, increased medical services and a Safety plan will be required.

Safety plan

Safety is a key component to a successful event. Depending on the size and scope of the event, different levels of emergency planning is required; this includes situations such as medical, fire, weather, lost child, etc. The event organizer is responsible for adequately considering, planning for and mitigating against event emergencies.

When requested, event organizers are required to submit a Safety plan to the City for review and approval as part of the Outdoor Event Permit.

When considering the scope of a Safety Plan, it's important to evaluate the level of risk, including variables such as:

- Level of attendance
- Liquor service
- Type of activities at event
- Demographic of attendees
- Duration of event

When creating a Safety plan, it's important to consider:

- Access - primary, secondary and emergency access points and routes should be designated and clearly marked on the site map
- Route should avoid any temporary or permanent gated access points (unless manned)
- Where feasible, route should have easy access from a main street and be set away from the main flow of event attendees (pedestrians or vehicles)
- Action/communication plan
- Summary of first aid responders
- Location of first aid resources

Planning resources:

- [BCEHS Planned Events](#) 
- [BC Major Planning Events Guidelines](#) 
- [Public Health Guidelines: Major Planned Events](#) 

Security

Depending on size, scope and type of event, varying levels of security may be required. Examples include:

- Events with liquor service:
 - Special Event Permit details will dictate required security
 - A Security Plan will be required for large events with liquor service
- Overnight structures in the park
- Events with high attendance
- Ticketed events
- Other (i.e. complexity, nature, demographic, time of day, length, etc.)

Level of staffing will be determined as part of the Outdoor Event Permit and is the organizer's cost and responsibility to manage.

Smoking

All City parks are smoke-free. Smoking isn't permitted in parks as well as all areas within park boundaries inclusive of: access roads, parking lots, walkways, linear parks, beaches, playgrounds, water parks, sport fields, buildings and stadiums. E-cigarettes are also prohibited. (Parks and Public Spaces Bylaw #10680)

Exceptions may be permitted as part of the Outdoor Event Permit. If approved, smoking areas are required to be indicated on the site map, and it's the organizers responsibility to manage maintenance and waste removal with receptacles.

Infrastructure & utilities

Washrooms & portapotties

Many City parks have onsite washrooms to service the general public. Extra supplies and cleanings are coordinated by the City to support onsite events at no charge back to the organizer (some exceptions may apply).

When event attendance exceeds onsite services, it's the organizer's responsibility to arrange for portapotties. The cleaning and security of the portapotties is also the responsibility of the organizer.

For general planning, the recommendation for quantity is at a ratio of one portapottie/stall per one hundred people (1:100). This includes onsite washroom facilities and portapotties.

Accessible portapotties should be added if onsite accessible stalls are limited in number.

Portapotties should be placed on a hard surface where feasible, and easily accessible for load in/out and servicing.

Water access

Access to water is available in many parks at the organizer's request. Please note, some sources aren't potable. Options and availability will be determined as part of the Outdoor Event Permit.

The City encourages event organizers to go green and encourage event attendees to bring refillable water bottles to events.

Electrical

We provide electrical access in many of our event parks at no cost to event organizers. Availability and amount vary per park. To supplement electrical onsite, generators may be permitted under the guidelines outlined below; subject to City approval.

It's important for organizers to determine the total electrical requirements for their event - this includes amount required to access electrical (plug into) onsite as well as the number and size of generators onsite at your event, to determine both grounding and electrical permit requirements.

TIP - When creating your site map, ensure any activities or food vendors requiring electrical access or grounding for generators are placed near these services in the park. The Event Services Team can provide service locations in the various parks.

Generators and grounding

Generally speaking, most generators are required to be grounded. [Technical Safety BC](#) will state to ground generators as per the manufacturer's instructions. However, staking, the most common instruction, isn't permitted in city parks.

Other grounding options need to be sourced and may include:

- Self grounding generators
- Grounding plate(s) - several parks have grounding plates which can be identified through the Event Services Team
- Alternative grounding options - as facilitated by the Event Services Team. Organizers aren't permitted to ground to infrastructure in the park without prior approval

Electrical Permit

An Electrical Permit is required when the onsite supply requirement is greater than 250kVA or the equipment (i.e. generators) installed for temporary use AND the supply is greater than 5kVA.

We highly recommend visiting [Technical Safety BC](#) for more information, and to apply for a permit.

A copy of the electrical permit or email confirmation from Technical Safety BC stating such a permit isn't required must be submitted as part of the Outdoor Event Permit.

TIP - All cords must be covered to prevent tripping hazards. Cable covers are a quick and easy way to help make the event site safe. Visit our Available equipment accordion to learn how to reserve the cable covers and learn more about what other event equipment may help you!

— Temporary infrastructure

It's important to be aware of all requirements in City parks for setup/takedown and load in/out of infrastructure in the park. Conditions to be coordinated and managed through the Event Services Office may include:

- Many City parks have specific access and egress points for loading in/out of event infrastructure
- Vehicles are to remain on a hard surface wherever feasible
- Locates may be required depending on site setup and needs. This would be the organizer's cost and coordinated with the Event Services Team
- Protective methods will be required to prevent damage (i.e. plywood pathway for vehicles travelling over turf tarping under vehicles and food service areas)
- Infrastructure may be permitted overnight in the park, with security requirements determined based on risk
- For larger events, a [Production Schedule](#) indicating load in and out times of all infrastructure is required as part of the Outdoor Event Permit. Please visit the Site Map accordion for more information
- Event insurance must cover duration of the time infrastructure is in the park, if outside event day

Below are specific conditions for the most common event infrastructure. Other possible infrastructure onsite can include; staging, storage bins, reefers, etc., and specific conditions may apply. Please advise the Event Services Team of all infrastructure being brought onsite and indicate on all site maps.

Fencing

Things to consider:

- Event fencing isn't permitted to block access to resident's property, driveways, parking lots, or thoroughfares without approval as part of the Outdoor Event Permit
- Any fencing blocking entrances/exits to City property must have a gate to allow access and be manned by a marshal or security person at all times
- Staking into the ground or affixing fencing to any park infrastructure isn't permitted without prior approval
- It's the organizer's responsibility to ensure contracted company is compliant with all City conditions and regulations

Inflatables

Things to consider:

- All inflatables to be anchored securely using weights
- Inflatables must be staffed at all times
- Inflatables must be deflated daily for multiple day events
- All straps and electrical cords shall be positioned so as not to cause trip hazards
- Generator must be properly grounded if required
- Additional insurance is required from inflatable operator. Please visit the Insurance - Onsite Activities accordion for more information

Portapotties and dumpsters

Things to consider:

- Portable Washrooms - location should be easily accessible for servicing and, where feasible, placed on a hard surface
- Dumpsters - location should be away from the main event area, easily accessible for servicing and, where feasible, placed on a hard surface
- Coordination of portapotties and dumpsters to be dropped off and picked up outside of event time can be approved dependent on need

Tents

The City must be notified of all tents planned within an event site.

Conditions include:

- All tents must be indicated on the site map with sizing
- Staking is not permitted in City parks. All tents must be appropriately weighted. It's not permitted to tie to an infrastructure. Exceptions to the no-staking rule may be approved as part of the Outdoor Event Permit. If approved, locates for utilities, irrigation and other lines are required at the organizers cost
- Tents aren't permitted within three metres of any building or permanent structures
- All tents shall have a flame-retardant treatment
- Smoking and open flame devices shall not be permitted in a tent
- Heaters are permitted in tents providing they comply with Technical Safety BC requirements, applicable gas codes and the appliance manufacturers clearance requirements

Waste management

Garbage/recycle/refundables

We're proud to offer garbage, recycle and refundable bins and bags, at no charge to assist in the waste management of your event.

- Bins can be requested as part of the Outdoor Event Permit process
- Bin sizes are the standard 240L recycle bin size issued by the Regional District of Kelowna to homeowners
- The City will drop off the bins and bags prior to the event and pick them up post event
- Management of provided garbage/recycle/refundables and the permanent onsite bins during the event is the responsibility of the organizer
- It's the organizer's responsibility for all garbage/recycle and refundable bag removal post event

Dumpsters

City parks generally don't have access to onsite dumpsters. It's the responsibility of the organizer to provide dumpsters for recycle and garbage as part of their waste management plan.

Dumpster location should be located on the site map and drop/pickup times will need to be provided as they often occur outside of the event date. Insurance will need to cover the entire time infrastructure such as dumpsters are in the park.

Management plan

A good waste management plan can be a major contributor to a successful event. Without one, the event site can look messy, dirty and unappealing, lowering the quality of the experience for attendees.

Suggestions for efficient waste management:

- Strategically place bins where obvious garbage will be created – i.e. by food trucks, booths, or existing receptacles
- Group the garbage/recycle/refundables bins together in groups of three so participants can make the right choice. If not together, attendees are likely to dump everything into one bin
- Plan a process and identify locations for discarding full bags - i.e. dumpster, back of truck, etc. For larger events, book golf carts to expedite process
- Have a dedicated team responsible for overseeing the bin - i.e. Solicit a sports team or community group to manage the refundables portion in exchange for keeping the profit or offer an honorarium for full waste management
- Ensure volunteers are monitoring onsite bins as well as event bins

City event equipment

We have a variety of equipment available for rent or at no charge for permitted events on City property. Our [Equipment Booking Form](#) has a full breakdown of inventory and booking information. Equipment requests are made through the Outdoor Event Permit process. There are various requirements if you're incorporating AV components into your event.

Complementary equipment

Examples include:

- Barricades
- Cones
- Signboards
- Slow paddles
- Cable covers (for cords)
- Detour signs
- Tent weights

Note, this is not a complete listing (full inventory is in the Equipment Booking Form).

Equipment available for rent

- Portable sound system
- City hex tent - 40x40 foot tent. For general tent information, please visit the Infrastructure Onsite section.
- Transportable bleachers
 - 40'L x 15'W plus 5 feet for tongue
 - Nine rows of seating
 - Seating for approximately 180 people

Equipment is available on a first come-first served basis, however when multiple events are booking on the same weekend we do make every effort to ensure shared use of the equipment.

Lost or damaged equipment is deducted from the damage deposit on the Outdoor Event Permit.

Activities & services

— Food service

Onsite concessions


Several event parks have contracted concessions or mobile food vendors onsite to serve the general public. For events in these locations, the Event Services Team will provide contact information and facilitate coordination with onsite concession operators.

For smaller events, organizers are asked to coordinate food service with onsite concession operators and/or onsite mobile food vendors to provide food service.

For larger events, additional food vendors or food service is permitted in conjunction with onsite food service. Any additional food vendors brought onsite should provide fare that varies from onsite concession and onsite mobile food vendors.

Mobile food vendors

Mobile food vendors for events are required to have the proper permits in place to serve the general public. Please ensure your mobile food vendor has the following:

- A Kelowna Fire Department annual inspection decal. Visit their [Mobile Food Vendor page](#) for more information
- An [Interior Health Authority Permit](#) 
- A current and valid business license

General food service

If you're providing or preparing your own food service (pancake breakfast, prepared food, etc.), it's your responsibility to ensure the appropriate [Interior Health Authority Temporary Food Service Permit](#)  is in place. If required, a copy of the food service permit must be included as part of the Outdoor Event Permit.

Portable barbeques are approved as part of the Outdoor Event Permit, provided that the barbeque is: CSA/ULC approved, powered by propane gas, used under constant supervision and kept a minimum of one metre away from the nearest structure, property line, tree or other combustible material. A gas-powered campfire or open flame isn't permitted.

Drop clothes are required for all food service areas and vehicles on hard surfaces. Drop clothes must cover vehicles and cooking trailers from bumper to bumper.

Liquor service

City permission is required for an event wishing to serve or sell liquor to be consumed on City property. As part of the Outdoor Event Permit process, organizers must complete a [City Permission Form](#) for review and preliminary approval. Once permission from the City has been granted, the organizer must apply for a [Special Event Permit](#) as per the BC Liquor Distribution Branch and submit it to us once received. Check out the [Special Event Permit Manual](#) for more information.

Information required for preliminary approval of liquor service onsite:

- Full site vs. beer garden
- Capacity request
- All ages/Family vs. 19+
- Type of liquor being served
- Site map indicating location of service areas, fencing, etc.
- Security plan – depending on size and scope of liquor service, varying levels of security are required
- For larger events with liquor service, detailed information will be required for security and emergency plans, beverage management and site management

RCMP representation may be required at licensed events. The RCMP determines staffing requirements and the cost is the responsibility of the organizer. RCMP requirements are facilitated through the Outdoor Event Permit process.

For other Liquor Service related questions, please visit the [British Columbia Liquor & Cannabis Regulation Branch](#) (BCLCRB).

Business licensing

A Special Event Business License is required for any person, persons, group, society, association, organization or corporation holding a Special Event for gain or profit including, but not restricted to, a public show, exhibition or commercial performance. A license is required for any sales onsite at the event.

To APPLY for a license, visit <http://www.kelowna.ca/business>

Drones

A Drone Permit is required for any drone flight or operation on City of property including parks, facilities, roadways and sidewalks and other locations as identified.

Only commercial operators can be approved for drone usage. Recreational drone operation is not permitted on City property.

Drone permits can be issued in conjunction with an Outdoor Event Permit with the following requirements:

- Completed application
- Valid business licence
- Minimum \$2 Million Liability Insurance on a City of Kelowna Certificate
- Copy of pilot license
- Copy of drone certification of registration
- Site survey
- Special Flight Operations Certificate (required when flying outside of advanced licence regulations)
- If flying for an event, email confirmation from the event organizer
- Applicable fees such as application fees, site rental fees, additional fees as required

If you are interested in using a drone on City property please complete a [Drone Application](#)

— Fireworks, pyrotechnics, or open flame performances

The use of fireworks, pyrotechnics and/or open flame performances require pre-approval from the Event Services Team before applying for a Fireworks Permit. Requests can be indicated in the Outdoor Event Permit Application.

Please visit the [Fire and Life Safety Bylaw](#), section 17.2 online, or call the Kelowna Fire Department at [250-469-8755](tel:250-469-8755) for general inquiries.

The Fireworks Permit, including additional insurance and site maps, are required as part of the Outdoor Event Permit.

— Water activities

If the event will have activities and/or infrastructure on or in the water, it's the organizer's responsibility to contact [Transport Canada's Navigation Protection Program](#) [☑](#) to determine if a Notice of Works Authorization is required. Examples of when authorization is required includes placement of buoys in the water, docks, etc.

— Amplified sound

Amplified sound may be approved as part of the Outdoor Event Permit.

Organizers are required to mitigate noise bleed by:

- Having awareness of speaker location and direction (i.e. face away from residential areas)
- Respecting early morning or late evening use

Specific decibel settings for large concerts will be determined through the Outdoor Event Permit process.

The Event Services Office has a portable sound system and speakers available for City permitted events. It's available on a first come-first served basis.

— Camping

In support of tournaments and events, camping may be permitted in designated parks only: Parkinson Recreation Park, Mission Recreation Park and Rutland Recreation Park. Details are reviewed through the Outdoor Event Permit process and prior approval is required from the Event Services Team. Terms and conditions may vary between events and locations.

Roadways & parking

— Road closures

Road closures may be approved as part of the Outdoor Event Permit.

Requirements for road closures:

- Signage posted on impacted roadways a minimum two weeks in advance of closures
- Class 1 barricades
 - At all entry points
 - Accompanied by marshal/volunteer
- Class 3 barricades
 - Required at all unmanned entry points
- Emergency corridor of 20ft (6m) throughout
- Traffic Management Plan
- Courtesy tows as necessary
-  **Public notification** of road closures to impacted residents and businesses
- Clearly defined detour routes

Traffic Management Plans

Detailed Traffic Management Plans showing all traffic control devices and personnel, detour routes, and traffic flow are the responsibility of the organizer. The Traffic Management Plan is subject to City approval and must be implemented by the organizer as approved.

All requirements identified by the BC Ministry of Transportation, City of Kelowna, RCMP, Work Safe BC, Motor Vehicle Act or other related governing bodies must be adhered to.

When required, RCMP support will be enlisted for traffic management at the organizer's cost and managed through the Outdoor Event Permit.

Ministry of Transportation approval is required for any provincial highways, roadways, lands and waterways. MOT approval is required as part of the Outdoor Event Permit. Please visit [Ministry of Transportation](#)  for more information.

Traffic equipment such as barricades, detour signs, cones, etc., can be booked as part of the Outdoor Event Permit. Visit our City Event Equipment section for more information.

Route map

Route maps are required for events using City roadways, sidewalks and/or bike lanes for both “rules of the road” and timed events. The City will assist to ensure routes are feasible and will work to identify alternate options if issues exist (i.e. construction, closures, etc.).

All maps should clearly indicate the overall route and indicate key traffic control devices and/or personnel in place.

For larger events with significant impacts such as road closures or lane closures, a detailed Traffic Management Plan is required. Please see the Road Closures Section for more information.

Things to consider when planning your route:

- Intersections with lights - Increases flagger/RCMP requirements
- Single lane vs. double lane - Keep one lane open to lessen traffic impact
- Transit - avoid major bus routes and transit exchanges to lessen impact. Please visit [BC Transit](#) for more information
- Use bike lanes or sidewalks to minimize roadway impact
- Minimize crossing points (intersections, crosswalks, etc.) for “rules of the road” events
- Identify feasible detour routes

We have a useful [mapping tool](#) that can assist in the creation of your route.

Parking

Organizers should provide nearby parking options through their website and marketing initiatives when attendance will exceed onsite capacities. Alternate means of transportation such as walking, cycling, carpooling, transit, etc., should be encouraged. Visit our [Find Parking page](#) for information on City parking lots and availability.

When holding an Outdoor Event Permit, organizers may be permitted to block off parking stalls and/or parking lots for event space or infrastructure such as portable washrooms, mobile food vendors, loading/unloading zone, etc.

It's the organizer's responsibility to block off and manage use of stalls and/or parking lots. The Event Services Team may provide metre bags where feasible and organizers can book City Event Equipment to reserve the area.

If onsite accessible parking stalls are blocked off as event space, it's the organizers responsibility to add additional temporary accessible stalls in an alternate location. Accessible parking signs are available in City Event Equipment.

Parking on grass, or in pathways, driving lanes, fire routes, designated accessible spaces, etc., is not permitted without prior City permission.

It's not permitted to charge parking fees on city property to event attendees.

Courtesy tows

A courtesy tow is identified as the “towing of a legally parked vehicle, at no charge to the vehicle owner, for the purpose of clearing an area for events, film, construction, etc.” The City may grant permission for courtesy tows as part of the Outdoor Event Permit.

Vehicles can be towed to a neighbouring street, or a designated tow lot identified through the Outdoor Event Permit process.

It's the organizer's responsibility to make arrangements with the towing company - this includes coordination of details, locations, RCMP notification and any associated costs for service.

Parking plan

For larger events, a Parking Plan may be required and should include:

- Onsite parking management - control of access points and directing vehicles
- Identification of park and walk locations
- Shuttle Plan - designated drop off/pickup zones and schedule of service

Event development & resources

- + City funding
- + City of Kelowna Logo Request
- + Marketing your event
- + Local connections
- + Provincial & federal resources



This is Exhibit " C " referred to in the Affidavit of Kevin Mead sworn (or affirmed) before me at Kelowna, BC this 22 day of November, 2023.

Don 333

A Commissioner for Taking Affidavits for British Columbia

KELOWNA EVENT STRATEGY

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We acknowledge that our community is located on the traditional, ancestral, unceded territory of the syilx/Okanagan People.



EXECUTIVE SUMMARY

Events play several important roles in the function of a city. Not only do they serve as a mechanism to animate and bring vibrancy to a community, but they act as a tool to advance a city's priorities and vision and affect the way its citizens think and feel about the place they live.

Events have several benefits such as improving quality of life, increasing economic stimulus, providing shared experiences, and shaping a city's identity. More cities, nationally and globally, are adopting event strategies to help drive their respective goals and objectives while reaping the benefits events provide.

Events are a part of Kelowna's history and will contribute to the future of the city. To do so in a way that will have a positive and meaningful impact will require the development of an integrated approach and by thinking holistically about

how events can support and help achieve the values that are important to Kelowna's residents. An eventful city is more than renting space or hosting several separate events - it requires a committed approach to be able to maximize how events can achieve community priorities.

The Kelowna Event Strategy is intended to initiate a philosophical shift in the City's perspective of events and advance community priorities through the avenue of event hosting. The Strategy will support event development initiatives, guide decision making, and provide direction for

transition to an eventful city through a clear vision, guiding principles, and a set of strategic goals. It will allow the community to grow and evolve events in a responsible and meaningful way and provide the building blocks for future development of the local event sector. And finally, it will provide a holistic approach in the development and delivery of events that includes contributions from the public sector, service providers, organizers, accommodations, and other key stakeholders.

The development of the Kelowna Event Strategy was led by the City of Kelowna and included the involvement of industry professionals, engagement of the public, and

consultation with key stakeholders as well as being informed through municipal comparisons and market research. The feedback gathered spanned numerous aspects of event development, and combined with established knowledge and lessons learned, was instrumental in creating the Kelowna Event Strategy. Additionally, other Kelowna community plans informed development and helped leverage mutual goals and objectives. This strategic alignment supports a proactive, one-team approach that will assist implementation and drive community priorities.



The Kelowna Event Strategy provides a clear long-term vision for Events in Kelowna, and identifies key focus areas and strategic goals that direct our efforts on the desired outcomes:

VISION

Kelowna is a vibrant, eventful City that celebrates its spirit, contributes to its local prosperity, and enriches its quality of life



KEY FOCUS AREAS

Event Development

- Community collaboration
- Interdepartmental alignment
- Major event procurement
- Event capacity
- Accurate reporting

Event Support

- Funding programs
- Organizational development
- Volunteer program
- Resource centre
- Onsite event support

Event Management

- Application process
- Film guidelines
- Align internal processes
- Bylaws/fees/guidelines
- Event Services Committee

Event Spaces

- Assess current infrastructure
- Explore funding opportunities
- Capital investment
- Creative spaces



STRATEGIC GOALS

1

Foster a progressive and proactive approach to the development of events and film to elevate resident pride and quality of life while supporting the process in achieving community priorities.

2

Provide quality resources and programs that enhance the community's capacity for successful event delivery and organizational development.

3

Nurture a solution-oriented culture that utilizes progressive systems to manage the coordination, communication, and overall delivery of a safe and flourishing event industry.

4

Adopt a collaborative and integrated approach to the development, utilization and maintenance of event facilities, infrastructure and spaces for successful event hosting and community enjoyment.

The Strategic Framework also outlines a number of important Guiding Principles for achieving the Vision, and offers action items that provide direction for accomplishing the strategic goals while remaining more fluid and adaptable to the changing event environment

The Kelowna Event Strategy is intended to be a 10-year plan with scheduled check-ins and a more in-depth update after year 5. An Action Plan will be established after all elements of the Kelowna Event Strategy have been finalized. Successful implementation of the Kelowna Event Strategy

will support the development and growth of a flourishing event industry, a balanced and dynamic event calendar, unique experiences that provide safe and vibrant spaces, and opportunities to bolster local businesses while enhancing resident pride.



BACKGROUND

Kelowna's Current Event Landscape

Destination

Kelowna, BC, is situated on beautiful Okanagan Lake and is the largest city in BC's interior with a population of more than 140,000 people and growing.

Centrally located between larger centers such as Vancouver, BC and Calgary, AB, and with one of Canada's busiest international airports (YLW), Kelowna is a natural gateway between the Pacific Northwest and the rest of the country making it an ideal location for attracting and hosting events.

As a result, Kelowna is becoming a highly sought tourist destination and place for permanent residence, which are important considerations when addressing the different areas of the strategy.



Event Services Team

Special events that occur on public property fall under the direction of the Event Services Team of the City of Kelowna's Active Living & Culture Department. The Event Services Team works closely with event organizers and film production companies on the coordination of required permits and provides direction and expertise for the successful delivery of events and film in the community. The event permitting process includes the involvement of internal and external stakeholders, known as the Event Services Committee, who provide solution-oriented advice on aspects such as emergency, transportation, risk, communications, and other related items.

The Event Services Team also leads the competitive process of procuring major events that provide a unique opportunity and have a significant economic and social impact on the broader community. This process is performed in collaboration with the city's destination marketing office, Tourism Kelowna, and often involves extensive negotiations, site visits, and a considerable hosting fee. Examples of events that would be categorized as 'major' would be the Brier, Memorial Cup, Skate Canada International, and the Canadian Country Music Week & Awards Show.

Furthermore, the Event Services Team manages specific service agreements with non-profit organizations for the delivery of free community events, spearheads specific community initiatives and organizes the development of a locally grown 'signature' event.

Partners and Key Stakeholders

A critical function in the successful delivery of local events is the collaboration between partners and key stakeholders. These relationships are valuable regardless of the size of event and play an important role in such processes as, procuring major events, organizing volunteers, sharing resources, creating events, supporting initiatives, and having an overall proactive approach. In Kelowna, partners and key stakeholders include:

- Tourism Kelowna
- Festivals Kelowna
- Downtown Kelowna Association
- Local event organizers
- Indigenous communities
- Creative Okanagan
- Kelowna Hotel & Motel Association
- Venue & Facility Operators
- Service Providers
- Emergency Services (RCMP, BCEHS, KFD)
- BC Liquor Control and Cannabis Regulation Branch (BCLCRB)
- BC Transit
- Internal City Departments
- Pacific Sport Okanagan

Event Types/Classifications

Over 170 special events and film productions of varying size and type are permitted on City property each year through the City of Kelowna’s event-approval and/or production process. This number does not include one-time major events or events that are hosted indoors by venue operators.

For event permitting/development purposes, events are categorized by size, duration, complexity, and type which require different levels of preparation and resources. A quick reference guide to event classifications is outlined in Table 1.

Table 1: Event Classifications

Weddings

Wedding ceremonies (excluding receptions) occurring on City property.

Category A

- Up to 500 People
- Single Day Event
- Event Impact (minimal or no impact on City services and/or public domain)

Category B

- 500-1500 People
- Single-Day Event
- Event impact (moderate impact on City services and/or public domain)

Category C

- More than 1500 People
- Single or Two-Day Event
- Event impact (significant impact on City services and/or public domain)

Category D

- More than 1500 People
- Three or More-Day Event
- Event impact (major impact of City services and/or public domain)

Film and Drone

Film productions such as movies, commercials, tv series, etc. that are shot on City property and may have an impact on the public.

'Meet Me on Bernard'

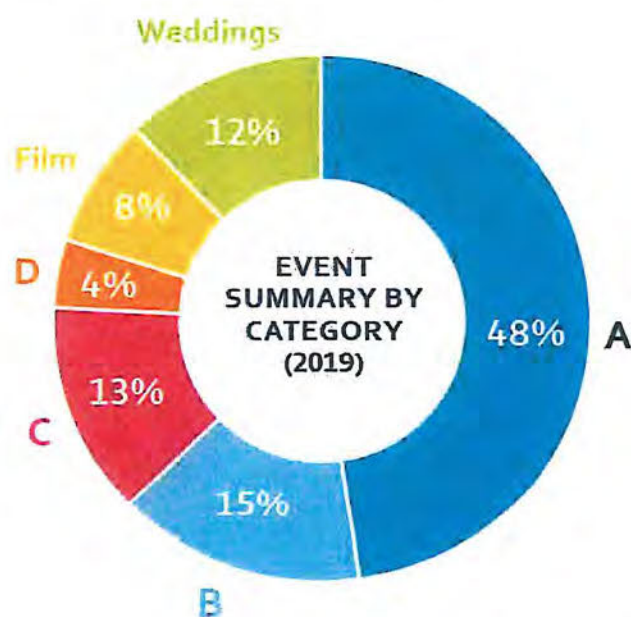
Annual pedestrian street program occurring on Kelowna’s ‘main’ street animated with a variety of infrastructure and entertainment designed to encourage active living and promote local business.

Signature Event

Annual community event designed to celebrate Kelowna’s identity showcasing a diverse set of entertainment, creativity, and local flavours.

Major Event

Large-scale event that provides a unique opportunity and significant benefits to the community measured by its potential for economic development, community support, event development, community profile, and community values and legacies.



Special Event

The City of Kelowna defines a special event as a one-time or infrequent occurrence that provides the public social, leisure, or cultural opportunities outside the normal range of everyday experiences.

The City of Kelowna further identifies events as having the following characteristics:

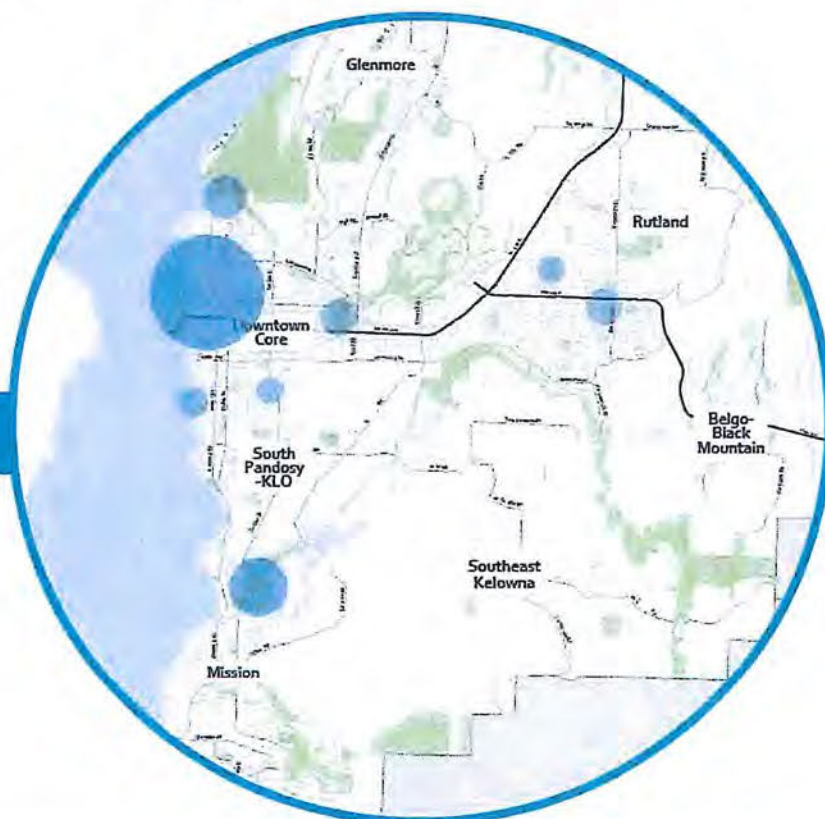
- Being one-off, annual, or recurring in nature.
- Having two or more event components (i.e., performances, food and beverage, parade)
- Being accessible to the public (with or without gated admission)
- Occurring in one or multiple venues on a single day or over several days

The aim is to foster a quality and balanced event calendar that provides residents a chance to share and enjoy unique opportunities and by maintaining the specialness through the variety of offerings.

Event Locations

Most events in Kelowna occur in the downtown core between three different sites: City Park, Stuart Park, and Waterfront Park. These sites are popular event destinations due to the size of space and central location. However, as per organizer feedback, these sites have certain challenges ranging from lack of amenities, aging infrastructure, and specific policies, making it more difficult and costly to host events. Public feedback has also indicated a desire for events to be more accessible in other areas of the city, which may be an indicator of Kelowna's growing population as it relates to availability challenges. Creation of new, and/or updating existing sites, such as the newly renovated Rutland Centennial Park, will be an important step to meeting logistical requirements and increasing the availability of events to the broader community.

Distribution of events



Event Support

By recognizing the importance of events and to aid in their development, the City of Kelowna offers a variety of support programs and resources aimed to reduce barriers to successful event hosting. These include:

- **Event Hosting Program:** a financial assistance program designed to support the health and sustainability of existing local events so they remain an integral part of the community.
- **Major Event Hosting Program:** a financial tool to assist in the procurement of new large-scale, participant-based, or spectator events.
- **Organizational Development Program:** a financial assistance program designed to assist non-profit organizations in the areas of governance, capacity building, and strategic planning.
- **Event Equipment:** an inventory of commonly used logistical equipment such as barricades, cones, sign boards, etc. to support event hosting needs.
- **Technical Expertise:** through years of experience, amassed knowledge, a variety of skillsets, and a connected network, the Event Services Team is well-versed and able to assist in the development of events.
- **Onsite Support:** City staff and a contracted event monitor are in attendance at select events to offer assistance, troubleshoot, and provide expertise for the successful delivery of events.



REVIEWS, RESEARCH AND CONSULTATION

Development of the Kelowna Event Strategy involved thorough data collection and analysis, divided into 3 phases: local system review, research and comparisons, and public engagement.

Phase 1: Local System Review

Through a townhall meeting and subsequent organizer workshops, event organizers participated in a number of exercises aimed at identifying areas of strength, development and opportunity in the local event delivery system. Table 2 outlines the findings from the SWOT Analysis.

Interviews were also conducted with the Event Services Committee to better understand the regulatory perspective and to provide an overall view of the local event industry. Feedback collected was used to establish the Event Services Committee Terms of Reference (see Appendix) and further informed the creation of the Strategic Event and Festival Framework.

Table 2. Event Organizer SWOT analysis

INTERNAL FACTORS			
STRENGTHS (+)		WEAKNESSES (-)	
1	Community involvement	1	Increased costs
2	Clean city / downtown core	2	Lack of marketing / promotion of events
3	4 distinct seasons	3	Limited funding assistance
4	Workable venues	4	Limiting policies
5	Demographic alignment	5	Limited number of event sites / aging Infrastructure
6	Natural resources (i.e. lake, mountains)	6	Lack of parking
7	Structured permitting process	7	Lack of 'green' services
8	Supplier options	8	Lengthy application process
9	Well maintained parks	9	Lack of volunteers
10	Local international airport	10	Board fatigue
11	City event staff (availability, leadership, communication)	11	Homelessness (transients in Parks)
12	Tourist destination	12	Lack of indoor venues
13	Cultural District	13	Lack of variety of events
14	Local university	14	Roadways / traffic Management
		15	Lack of overall event philosophy (disconnect)
		16	Lack of recognition of spin-off
		17	Inexperienced city

EXTERNAL FACTORS

OPPORTUNITIES (+)

- 1 Organizational development (Board governance, etc)
- 2 Share resources
- 3 Establish preferred supplier/vendor list
- 4 International partnerships
- 5 Volunteer program
- 6 Local partnerships (transit, DKA, etc.)
- 7 Utilize lake and natural resources more
- 8 Shoulder season growth
- 9 Expanded post-event evaluation
- 10 Formalize marketing support
- 11 Youth involvement
- 12 Growing Tech Community
- 13 Growing population
- 14 Major events (i.e. world class)
- 15 Creation of Event 'Council'
- 16 Funding opportunities
- 17 Identify 'export ready' events

THREATS (-)

- 1 Weather related
- 2 External rules and regulations
- 3 Rising supplier/stakeholder costs
- 4 Shrinking volunteer/board member base
- 5 Event fatigue / similar type of events
- 6 Sponsorship fatigue
- 7 Competition with neighboring communities
- 8 Media
- 9 Focus on negative perceptions
- 10 Over regulating
- 11 Fear of change
- 12 Council turnover
- 13 Lack of Accommodation
- 14 Low funding / not meeting financial goals
- 15 Lack of vision
- 16 Public perception

Phase 2: Research and Comparisons

Event-specific information was gathered through post-event surveys and organizer debriefs providing greater understanding of event hosting needs and a clearer picture of local challenges and opportunities. Municipal comparisons were conducted, starting with similar-sized cities across the nation and leading to international networking and global research. This comparative analysis revealed actions being taken to address similar event issues and showed the unique ways that some cities are strategically using events to achieve a broader set of objectives that lie outside of the event itself.

Examples of event strategies

Edmonton



Tofino



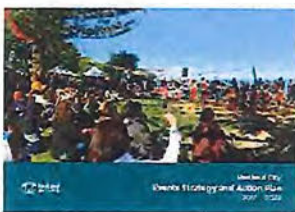
Sylvan Lake



Scotland



Redland City



Richmond Hill

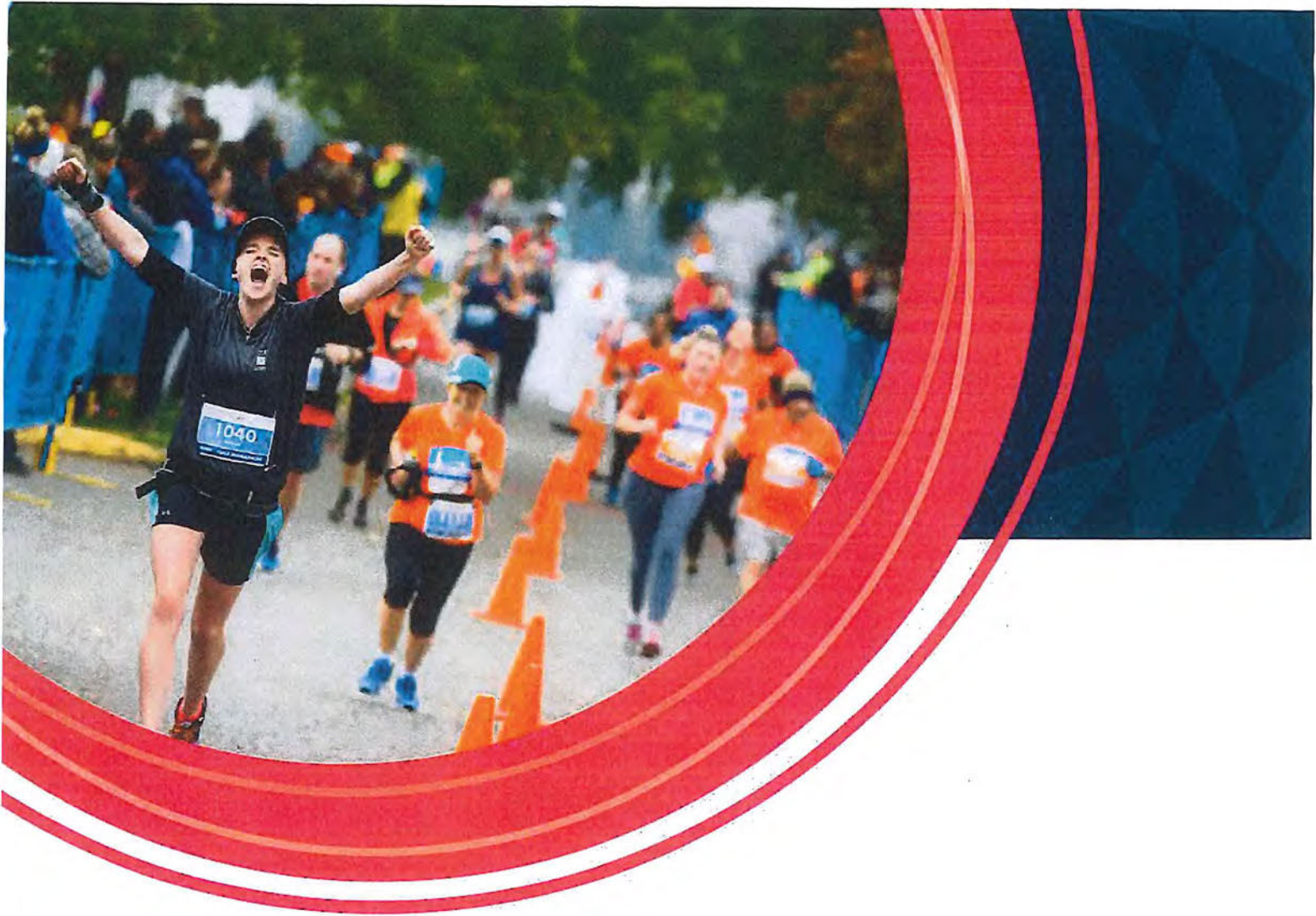


Phase 3: Public Engagement

The public engagement process was a two-pronged approach that included a survey conducted through the City's 'Get Involved' platform between July and September 2021 and two 'Get Eventive' weekends that were comprised of activities and opportunities for the public to share their thoughts and ideas for local event development.

In addition, consultant-led interviews were conducted with key community stakeholders to round out the feedback process. Community stakeholder groups were comprised of emergency services, sport, culture, local Indigenous representation, business associations, tourism, and accommodations.





KEY FINDINGS

The Eventful City

Through the process of researching and networking with other cities across Canada and worldwide, a common theme of the 'eventful city' emerged as the fundamental base for similar strategies.

An 'eventful city' is more than hosting several single events. It is a philosophical shift that requires the development of a proactive and integrated approach that aligns events with other local initiatives and maximizes how events can achieve community priorities. Though the term 'eventful city' may not be used in all similar types of strategies, the understanding and positioning of events for achieving a broader set of objectives

is becoming the underlying theme and a common movement worldwide.

The evolution of the event industry is moving from a supporter of civic objectives to a driver for achieving community priorities as events are being more recognized as a policy tool. Table 3 clearly compares the characteristics of a 'city with events' to that of an 'eventful city'.

Table 3: Comparison of 'city with events' to that of an 'eventful city'

CITY WITH EVENTS	THE EVENTFUL CITY
Sectoral	Holistic
Tactical	Strategic
Reactive	Proactive
A container of events	A generator of events
Ad hoc	Coordinated
Competition	Cooperation
Pandering to audiences	Provoking Publics
Event policy	Events as a policy tool
Market led	Market leader
City marketing	City making
Spectacle	Involvement

Event Benefits

Throughout the process of developing the Kelowna Event Strategy, many event hosting benefits were identified and confirmed, including numerous opportunities to increase a community's social, cultural, economic, and environmental wellness. Residents and visitors will be attracted to events as these shared experiences create vibrancy and safe spaces, provide stimulus to local businesses, showcase natural assets, encourage active lifestyles, and prompt return visits. The following is an overview of the many benefits events provide when delivered safely and meaningfully.

✔ Social

- Opportunities for shared experiences and social connections
- Increase feelings of safety through positive animation
- Opportunities to participate and showcase local talent/interests
- Opportunities to be part of unique and special attractions
- Help build and contribute to community pride and identity
- Opportunities for skill development and involvement through volunteering
- Contribute to local vibrancy and well-being

✔ Cultural

- Celebrate and honour our cultural heritage and local history
- Opportunity to increase focus on our Indigenous heritage
- Foster local pride and build community identity
- Encourage cultural expression through creativity and participation
- Opportunity to educate and enrich our cultural knowledge
- Increase the variety of experiences for the public to enjoy

✔ Economic

- Employment opportunities for locals
- Injection of new funds into the community
- Increase visitation and potential return visits
- Increase partnership opportunities for local businesses
- Fundraising opportunities for local organizations
- Opportunity to establish financially borne legacies

✔ Environmental

- Encourage opportunities for active transportation
- Opportunities for community to learn about our environment's history
- Chance to incentivize organizers to incorporate 'green' solutions
- Educational opportunities for City departments to share horticultural best practices
- Increase the sense of public ownership on our natural assets

Event Market Trends

Locally, the event industry has matured allowing the evolution from being regulatory-centric to having a more growth and development-oriented focus. This gained experience has allowed regulatory stakeholders to streamline processes and take a more solution-oriented approach that gives organizers the ability to improve the delivery and experience of their event. This has resulted in an increasing amount of event and film production proposals as well as the City's more proactive approach in seeking and procuring major, large-scale events; both of which bolster the community's hosting resume. Other trends that are being observed on local, national, and international levels, include:

Creative Spaces

Many organizers are seeking creative alternatives (i.e., parkades) to offer more unique experiences and address the lack of availability of traditional event spaces.

Visitor Experience

Organizers are increasingly exploring partnerships with the tourism industry to package assets and increase the quality of participants' event experience by combining with local attractions.

Hybridization

Combining different events, components, and delivery methods provide attendees with a variety of experiences and accessibility and provide organizers opportunities to share resources.

Social Consciousness

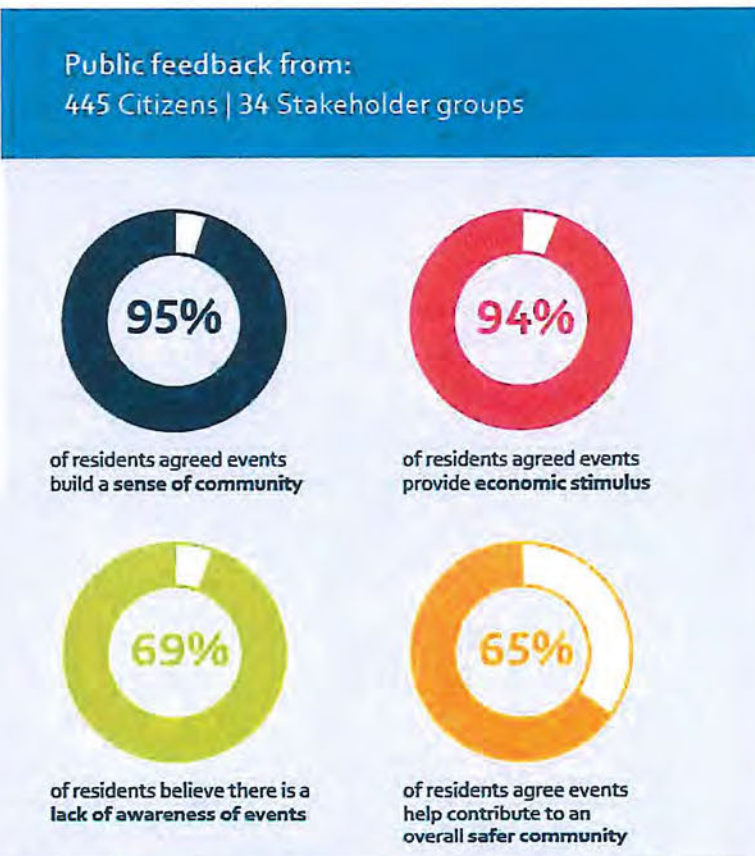
Events continue to be a vehicle to address and support specific social considerations such as, Indigenous awareness, 'supporting local', environmental mindfulness, and safe spaces.

Public Feedback

Public feedback gathered through the City's 'Get Involved' platform was overwhelmingly positive regarding events' contributions to sense of community, overall feelings of safety, local business, and quality of life. When asked what types of events people would like to attend in Kelowna, live music and family-oriented themes ranked the highest, however, many respondents indicated they wanted more variety with top elements being, community feel, unique/quality experiences, affordable and well-organized.

Most respondents believe there is not enough of a variety of events throughout the year, and when asked what barriers contributed to not attending events, the bulk of respondents cited lack of awareness and cost as the main reasons. Specific challenges were mainly associated with lack of parking; however, several responses referenced challenges faced by people with disabilities such as, accessible parking and site logistics.

Below is a summary from the engagement exercises contributing to the development of the Kelowna Event Strategy.



There is currently a good variety of events in Kelowna



Organizer Feedback

Event organizers were complimentary of many aspects of event hosting in Kelowna such as, expertise of City staff, structured permitting process, well-maintained public spaces, and supportive businesses. Adversely, rising costs, recruiting volunteers, lack of marketing and aging infrastructure were identified as being the main challenges faced by event organizers with some stating the City could

be assisting more in these areas. Many organizers feel there are opportunities to bridge these gaps such as resource sharing, formalizing marketing support, engaging tech community and developing a comprehensive volunteer program. Below is a summary of the 48 post-event surveys completed by event organizers in 2019, pre-COVID.



stated onsite support met expectations



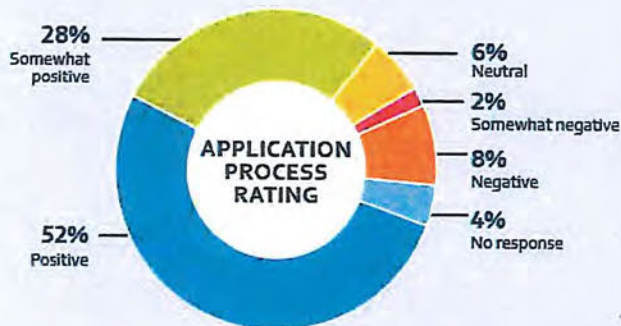
of events recruited enough volunteers

DURATION OF EVENTS HELD



Marketing, Costs, Volunteers, Venues, Weather, Service Providers, Planning, Parking

IDENTIFIED CHALLENGES



APPROXIMATELY
\$1,136,157

raised for various fundraising objectives

Stakeholder Consultation

From July to October 2021, GDH Solutions conducted 38 separate interviews with key stakeholders who are engaged in the events industry, including, City staff, sport and cultural representatives, and members of the tourism sector. The interviews provided a broad range of input and recommendations on the future of events in Kelowna.

The responses favored both sport and cultural type events and leaned more towards the hosting of small to medium sized events on a regular basis; however also supported

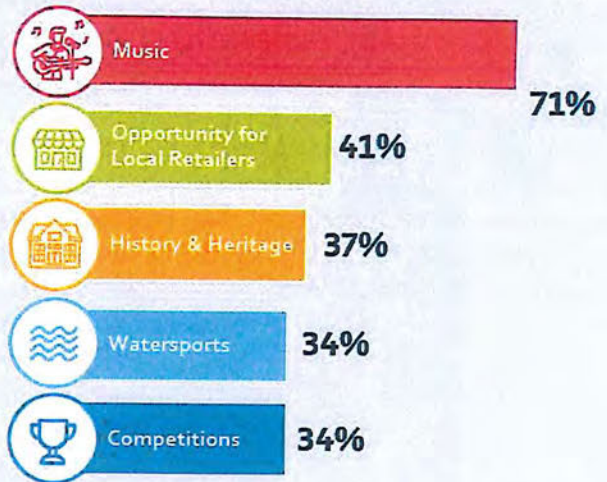
hosting large events that would ideally occur in the shoulder season as the summer months are already busy. Although there was no clear preference, sporting events, music events and family-oriented events were popular responses as well as including more Indigenous components.

The increasing costs were identified as one of two main challenges making it difficult for community associations to successfully host events in the city as well as the need to upgrade certain venues. Event organizers consulted in this process stated they would like to see 'more robust' financial contributions from the City.

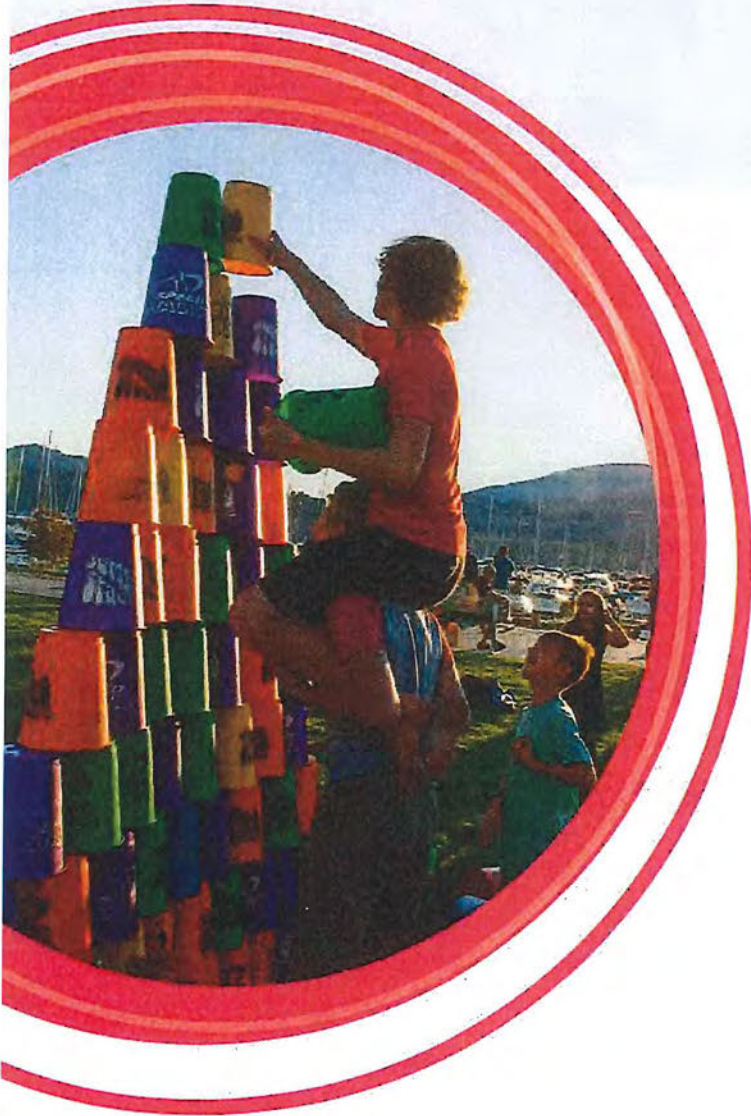
Signature Event Feedback

Public feedback regarding a signature event in Kelowna was substantially positive and will be valuable to the Signature Event planning committee. When asked what elements should be included, music was the most popular followed by other closely ranked themes such as art, water/land sports, heritage, and competitions. Follow-up responses indicated that any signature event should be community focused, family-oriented, and grown organically to ensure its successful growth and must reflect 'all' of Kelowna.

Focus areas for signature event



Overall, events are positively received by all parties engaged. Related aspects such as attributes, strengths, challenges, and barriers differ depending on the group responding, all of which were taken into account during the development and refinement of the Kelowna Event Strategy.





THE KELOWNA EVENT STRATEGY

VISION

To be a vibrant eventful city that celebrates our spirit, contributes to our local prosperity, and enriches our quality of life.

GUIDING PRINCIPLES



Develop a vibrant community

We will foster positive experiences that reflect our community values and cultivate community pride.



Encourage inclusivity and diversity

We will celebrate diversity that embraces our rich history and respects our cultural and natural heritage.



Foster safe and positive environments

We will showcase community assets that promote public spaces and protect natural resources.



Develop Quality Infrastructure

We will facilitate the development of high-quality spaces that support a balanced schedule of events and contribute to community infrastructure needs.



Strengthen Collaboration

We will value relationships that engender respect and transparency and nurture a collaborative approach based on collective community contributions.



Be Accountable

We will achieve progressive results through innovative solutions that streamline efficiencies, remove barriers and create new opportunities.



Support Capacity Building

We will build capacity within the local event sector that strengthens community organizations and positions Kelowna for future opportunities.



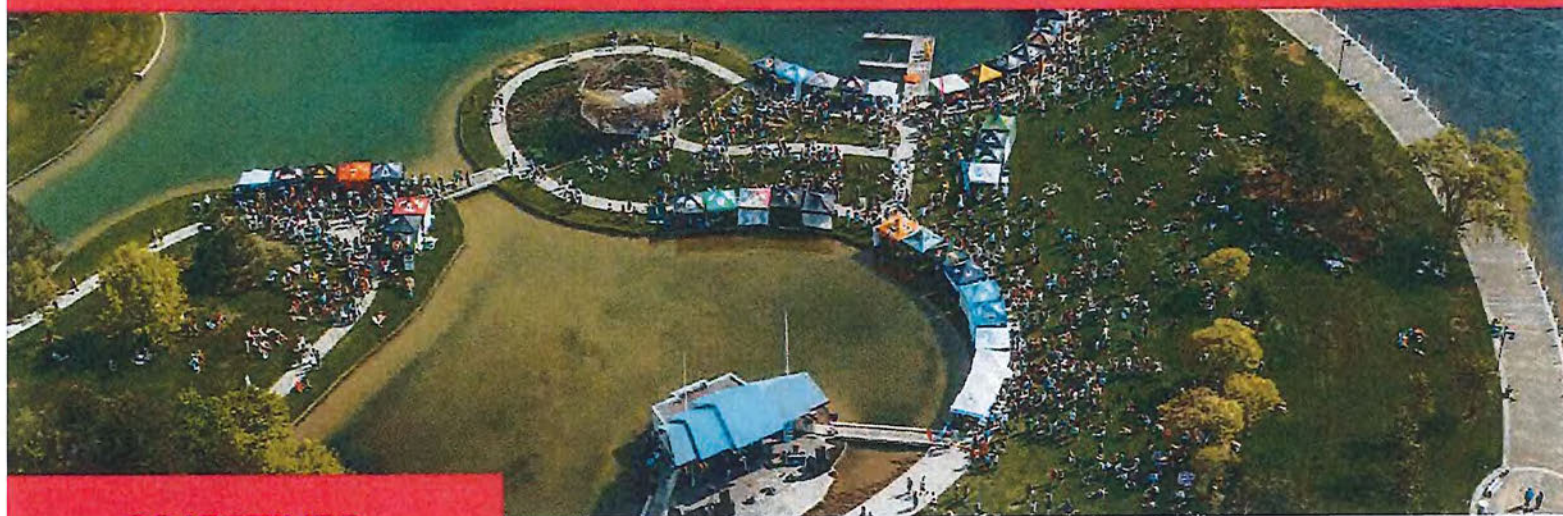
Be a Catalyst for Local Business

We will stimulate economic activity that supports local businesses and contributes to community development initiatives.






Strategic Goals and Objectives

GOAL 1

Foster a progressive and proactive approach to the development of events and film to elevate resident pride and quality of life while supporting the process in achieving community priorities.



OBJECTIVES

-  Promote sectoral collaboration on event-related initiatives that will strengthen relationships with key stakeholders and support partnership opportunities.
-  Create and develop community events, including a signature event, that embrace Kelowna's identity and enhance resident pride.
-  Actively seek out and procure large-scale, major events that have a significant impact on the broader community.
-  Foster a dynamic and balanced portfolio of quality events throughout the community and calendar year.
-  Administer appropriate and accurate reporting methods to measure both qualitative and quantitative data.

GOAL 2

Provide quality resources and programs that enhance the community's capacity for successful event delivery and organizational development.



OBJECTIVES

- Create and facilitate funding programs that aid in the attainment, retainment, and development of events.

- Support industry development through an annual series of training programs, workshops and seminars, for staff, event organizers and other key stakeholders.

- Build a robust and sustainable volunteer program that assists with the recruitment, training and utilization of volunteers for events.

- Enhance the communications and marketing efforts of event organizers to actively promote local events and expand awareness of event opportunities.

- Develop a menu of innovative and tangible services and resources for event organizers that foster the delivery of events and bolster public experiences.

GOAL 3

Nurture a solution-oriented culture that utilizes progressive systems to manage the coordination, communication, and overall delivery of a safe and flourishing event industry.



OBJECTIVES

- Expand and enhance online application systems to streamline the varying types and nuances of events and film.

- Develop policies, procedures, and resources for the enhancement and advancement of events and film in the community.

- Ensure event and film-related bylaws, fees, and guidelines are up-to-date and based on industry standards through regular reviews and comparative analysis.

- Develop a communications and marketing strategy to effectively convey and educate stakeholders on the impact, readiness, and benefits of events in the community.

- Foster the event services committee structure and permitting process to provide solution-oriented expertise effectively and proactively for all facets of local event and film delivery.

GOAL 4

Adopt a collaborative and integrated approach to the development, utilization and maintenance of event facilities, infrastructure and spaces for successful event hosting and community enjoyment.



OBJECTIVES

- Conduct a comprehensive review of all City-owned event facilities, infrastructure, and spaces on a 5-year cycle and inform development/revitalization plans.

- Adopt a strategic, collaborative approach and/or explore joint funding opportunities for capital investment and resource allocation for existing facility renewal.

- Identify and animate non-traditional event spaces across the city to create safe and vibrant gathering sites while encouraging creative expression.

- Explore new and unique methods to deliver events that are accessible and available to all residents in the community.

- Ensure purposeful involvement from the events sector and consideration of event hosting priorities in urban and parks planning exercises.



IMPLEMENTATION

The Kelowna Event Strategy is a comprehensive document that explores a range of event-related opportunities and challenges and presents a clear vision to guide the continuing development of events in Kelowna.

The strategic goals and objectives, and accompanying action items, are designed to be realistic and achievable in relation to Kelowna's current event eco-system, aligned with related community plans and strategies, and flexible to adapt to evolving priorities.

Developing an Action Plan will be the next important element to move forward. The specifics of the Action Plan will include priorities, schedules, budget implications, and delegated assignments and will be implemented over the next 10 years with regular updates to Council along the way.

The implementation process will include:

- Forming an Event Development Committee comprised of stakeholders who are directly involved in the delivery of events in the community.

- Creating Terms of Reference for the Event Development Committee regarding its role in the implementation of the Kelowna Event Strategy.
- Establishing a monitoring and reporting process for the Action Plan.

Kelowna has a rich history of event hosting and becoming an 'eventful city' will be an integrated and collaborative approach that will cultivate the advancement of events in the community. The Kelowna Event Strategy will provide guidance for future development of events in Kelowna, serve to drive community priorities, and provide unique and shared experiences for years to come.

ACKNOWLEDGEMENTS

The creation of the Kelowna Event Strategy would not have been possible without the collaborative efforts between the City of Kelowna, event organizers, the public, and key stakeholders. In particular, the following individuals should be recognized for their valuable contributions:

Community Stakeholders

- Downtown Kelowna Association – Mark Burley, Executive Director
- Festivals Kelowna – Renata Mills, Executive Director
- Kelowna Historical Society – Bob Hayes
- Kelowna Friendship Society – Kody Woodmass, Strategic Planning Coordinator
- Sncwips Heritage Museum – Coralee Miller, Museum Assistant
- Westbank First Nations Member Consultant – Diane Roy

Cultural District

- Creative Okanagan Society – Karma Lacroff, Executive and Creative Director
- Cultural Services, City of Kelowna
 - Christine McWillis, Cultural Services Manager
 - Nicole Cantley, Community Development Coordinator
- Kelowna Community Theatre – Caroline Ivey, Community Theatre Manager

Event Organizers

- Across the Lake Swim – Kari Baranieski
- Apple Triathlon – Heather Kalman
- Apple Triathlon – Susie Ernsting
- Cherry Blossom Triathlon – Malindi Elmore
- Denim on the Diamond – Mitch Carefoot
- Great Okanagan Beer Festival – Katrina Frew
- Hungry Hungry Half Marathon – Sarah Carson
- Kelowna Pride Festival – Dustyn Baulkham
- Okanagan Marathon – Jarina Yeung
- Ribfest – Chris Murphy
- Terry Fox Run – Donna White

Event Services Committee Members

- BC Liquor and Cannabis Regulation Branch - Kelly Konrad, Liquor and Cannabis Inspector
- BC Emergency Health Services – Paula Goss, Primary Care Paramedic
- Bylaw Services – Ken Hunter, Bylaw Services Supervisor
- Community Communications – Lisa Reuther, Communications Advisor

- Event Services Coordinators
 - Sarah Semeniuk
 - Hailey Given
- First Group Transit – Richard Peterson
- Kelowna Fire Department – Paul Johnson, Fire Prevention Officer
- Parks Operations
 - Dave Gatzke, Parks and Beaches Supervisor
 - Jenny Wesnoski, Parks Community Relations Coordinator
- Parking Operations
 - Dave Duncan, Parking Services Manager
 - Andrew Rolston, Parking Operations Coordinator
- Property Management – Tessa Polman Tuin, Property Officer II
- RCMP
 - Sergeant Scott Powrie, Administrative NCO
 - Jacqueline Bytelaar, Kelowna Special Events
 - Karen Bamford, Training and Events
- Sport Services – Brad Duquette, Community Development Coordinator
- Traffic Operations – Laurens Campbell, Traffic Operations and Technical Support Supervisor
- Transit Services – Mike Kittmer, Transit Service Coordinator

Tourism, Accommodations, and Venues

- Delta Hotels by Marriott Grand Okanagan Resort - Joseph Clohessy, General Manager
- Prospera Place – Olivia Diamond, Director of Live Entertainment
- Tourism Kelowna
 - Chris Lewis, Director of Community and Visitor Engagement
 - Colin McGuinness, Business Development Sport and Events
 - Jennifer Horsnell, Director of Business and Destination Development

Consultant

- Consultant – Gabi Haas (GDH Solutions)

APPENDIX

Event Services Committee (ESC) Terms of Reference

The City of Kelowna recognizes events as playing a valuable role for a vibrant community, which improves quality of life by contributing to social and economic benefits, reflecting the city's diversity, and showcasing the city's attributes.

The City of Kelowna's Event Services Branch is responsible for supporting and developing an effective and dynamic event environment. Key aspects of this branch include the procurement and/or approval of events and film, managing the permitting process, and developing initiatives and strategies that continue to support the event community.

The Event Services Committee (ESC) is an advisory based group of internal and external stakeholders designed to foster the growth and development of events by providing expertise, recommendations and establishing solution-oriented feedback to ensure the events' safe and successful delivery.

Membership of the ESC is determined by the Event Services Branch and is comprised of those stakeholders who routinely play an active role in event logistics and/or require key information to carry out their department's/organization's roles and responsibilities. Invitations may be extended to other stakeholders when specific characteristics of an event deem necessary.

Members, or their designate, are required to attend all regular ESC meetings as scheduled throughout the year. They may also be required to participate in any additional event-specific meetings, site-walks, or discussions.

A review of the ESC Terms of Reference will be conducted periodically to evaluate its accuracy and relevancy and to ensure its alignment with the current event landscape.

Event Services Committee Membership

- City of Kelowna, Event Development Supervisor (Chair)
- City of Kelowna, Sport & Event Services Manager
- City of Kelowna, Event Services Coordinator(s)
- City of Kelowna, Bylaw Services
- City of Kelowna, Community Communications
- City of Kelowna, Parking Services
- City of Kelowna, Parks, Beaches, & Sports Fields
- City of Kelowna, Property Management
- City of Kelowna, Traffic Operations and Technical Support
- City of Kelowna, Transit and Programs
- City of Kelowna, Risk Management
- BC Emergency Health Services
- Liquor and Cannabis Regulation Branch (LCRB)
- BC Transit (represented by First Group)
- Kelowna Fire Department
- RCMP



kelowna.ca



From: Mark Burley <mark@downtownkelowna.com>
Sent: February 25, 2022 11:33 AM
To: MacIntosh, Adam; Pikola, Robert; Kevin Mead; Ken Hunter
Cc: Darren Caul; Alan Budde; Yarden Gershony; Andrew.HUNTER@rcmp-grc.gc.ca
Subject: Saturday Protest

CAUTION: External email - Check before you click!

Good morning.

It is my understanding that, once again, a march of protestors is planned for Downtown Kelowna tomorrow, Saturday February 26. It is also my understanding that a route is planned of which Police and Bylaw are aware. The route starts at Stuart Park, down Doyle to Richter to Bernard and down Bernard Avenue ending on the highway at Abbott. Apparently, this is being allowed with numbers expected to approach 1,000.

Once again, the businesses of Downtown Kelowna will experience a large disruption and compromised access to their businesses by the public at large. For 18 months, protests have continued in Downtown. The only saving grace is that the occurrence of protestors moving outside of Stuart Park has not occurred every weekend. Recently that seems to have changed. It also seems that the organizers are dictating to the city what will happen and where it will happen with no input from any source but the organizers. In the meantime, our businesses must accept that the traffic interruption will happen, that the horns will no doubt be blaring, and parked cars will not be able to move until the "parade" passes by.

The continued allowance of these events continues to tarnish the reputation of not only our Downtown, but our city. The citizenry at large avoids Downtown Kelowna on weekends because of the continued disruption being allowed. I understand the protests are a right of the individual. I don't understand why the organizers seem to have carte blanche on where they go, when they go there and are allowed to continually interrupt business without any repercussions whatsoever.

I would like to know why this "parade" can operate without a permit of some sort. If they have such a permit, why is the route being accepted and not altered to move up Richter to Harvey directly avoiding the business district? We enjoy a great relationship with Andrew Hunter and his Community Safety Unit dealing with the ongoing day-to-day issues in Downtown Kelowna. We also have a great relationship with Bylaw services that benefits both organizations. At the very least, in this instance, the DKA should be consulted or advised about the Operation Plan and long before the day prior to yet another large protest in Downtown Kelowna.

In my opinion, there must be a better way to manage these situations than what we have experienced to date.

Regards,

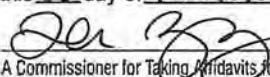
**DOWNTOWN
 KELOWNA**

Mark Burley EXECUTIVE DIRECTOR

200 – 287 Bernard Avenue
 Kelowna, British Columbia, V1Y 6N2
 T. 250.862.3515

[Website](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

The information in this email is confidential, and may be privileged. It is intended solely for the addressee. Any review, distribution, copying, printing or other use of this email by persons or entities other than the addressee is prohibited without the sender's consent. If you have received this communication in error, Downtown Kelowna Association asks that you please notify the sender by replying to the message and delete it from your computer. Thank you.

This is Exhibit " D " referred to in the
 Affidavit of Kevin Mead
 sworn (or affirmed) before me at
Kelowna, BC
 this 22 day of November 2022

 A Commissioner for Taking Affidavits for British Columbia

From: [REDACTED]
 Sent: November 29, 2020 11:46 AM
 To: mayorandcouncil
 Subject: Stuart Park rallies

CAUTION: External email - Check before you click!

Hello Mayor Basran and council,

I'm sure by now you're aware of the protesting going on in Stuart Park every Saturday. I understand the right to peaceful protest, but with the current pandemic situation and the restrictions in place in BC right now, at what point is something going to be done to stop people from gathering in downtown Kelowna? [REDACTED] while walking on the waterfront boardwalk with my dog yesterday I passed a group of about 100 people in Stuart Park gathered tightly together, with no masks or social distancing. While walking past I heard the speaker announce their plan to gather every Saturday, and also a planned gathering at the same spot on Dec. 12 for a giant rally where "thousands of people from up and down the interior" will be coming to gather and protest the current restrictions and mandates in BC. They announced their plan was to gather in Stuart Park, then proceed down Bernard Ave en masse, through the Safeway store so that "the employees could see that they don't have to comply with these ridiculous rules", and then out to stand alongside the highway.

I doubt that thousands of people will show up, but even if hundreds do - given the abuse businesses have taken from people protesting already in Kelowna - shouldn't we be doing something to stop this type of behaviour? I was nervous enough walking downtown yesterday with the hundred or so people that were there, I am incredibly uncomfortable knowing this will be continuing every Saturday and that this giant mega-rally is happening Dec. 12. A lot of these people were carrying signs and flags with symbols of white supremacy and racism on them. I saw at least 3 people carrying flags with the iron cross on them. Can our city not do anything about this? A lot of us are concerned that the violence is only going to escalate if we allow this to continue.

Thank you for listening,
 [REDACTED]

This is Exhibit " E " referred to in the
 Affidavit of Kevin Mead
 sworn (or affirmed) before me at
Kelowna, BC
 this 22 day of November 2023.


 A Commissioner for Taking Affidavits for British Columbia

From: mayorandcouncil
Sent: Thursday, April 22, 2021 4:08 PM
To: [REDACTED]
Subject: RE: Protests in parks

Dear [REDACTED]

Thank you for your email. It has been shared with City Council.

I appreciate your concerns. I've spoken to our Parks staff for more information and I can say they did not ask for permission to use the power. We have had issues with our electrical boxes being compromised downtown and staff are looking at options to lock the power out. Several of these groups have also brought their own generators, which makes it challenging to manage situations such as these.

I continue to be frustrated with those who openly defy Public Health Orders whether in a group setting or on an individual level. People have the right to peacefully protest but they do not have the right to harm others by not following the Orders. The City does not condone those who continue to openly disobey Public Health Orders. I assure you we are working with the provincial government, Interior Health and RCMP to continue to acquire voluntary compliance where possible and otherwise encourage enforcement through fines, as outlined by the BC Solicitor General.


RCMP are vigilantly educating and proactively dissuading organizers of rallies and large group gatherings. When events proceed despite these efforts, RCMP attend, assess and take action that balances the democratic rights of people to peacefully protest with the necessity to ensure public safety and security. It's a difficult balance to achieve in what can be a dynamic and potentially volatile situation.

Since April, Bylaw Services and RCMP have responded to more than 1,000 complaints from the public about situations contrary to the Public Health Orders.

In addition to enforcement, we have worked tirelessly with Interior Health to help amplify their public health messaging to ensure everyone is aware of all current health orders as well as the impact to our community resulting from those not following the orders. However, despite the monumental efforts at all levels of government, some continue to defy these orders because they simply disagree with the orders and/or deny the seriousness of COVID. We continue to encourage people to go to reliable health resources for accurate information regarding the pandemic.

The City is in close contact with RCMP Supt. Kara Triance regarding this matter. We will continue to monitor and adapt our approach in consultation with the RCMP due to the complex nature of the issue.

Sincerely on behalf of City Council,

 MayorSignature (3)

Colin Basran

Mayor | City of Kelowna

250-469-8980 | mayorandcouncil@kelowna.ca

Connect with the City kelowna.ca/connect

-----Original Message-----

From 

Sent: Sunday, April 11, 2021 5:11 PM

To: mayorandcouncil <mayorandcouncil@kelowna.ca>

Subject: Protests in parks

CAUTION: External email - Check before you click!

Why are we allowing protesters to use city power to power their protests? The power at those protests should be shut down. We should not be enabling them by supplying power for their sound system. Is this power available for anyone to use ?

Sent from my iPad

From: [REDACTED]
Sent: Monday, April 19, 2021 8:22 AM
To: mayorandcouncil
Subject: COVID Protests at Abbott and Harvey

CAUTION: External email - Check before you click!

Your Worship, Mayor and City of Kelowna Council Members.

I've reached the point where I feel it necessary to submit my complaint and a couple of questions in regard to the COVID 19 protests that are being held at the intersection of Abbott Street and Harvey Ave.

This past weekend on Saturday, May 17th, I drove through this intersection to once again only to find the largest group of COVID 19 protesters to date. They were gathered on every corner of the intersection and even on the median in the centre of the highway. Young children at their sides. Aggressively waving their signs in our faces. Even a clown on stilts on the median. All assertively yelling their sentiments regarding their various beliefs on the topic of COVID 19. Now, I understand their right to protest but when does the safety of Kelowna 's citizens become the priority? These people are in direct contravention of the Public Health Order to not gather in large groups. First of all please explain to me why this group of protesters is being allowed to hold this large, maskless gathering. Also, do the enforcement agencies, whether that be RCMP or City Bylaw not realize how dangerous this is? These people are right on the very edge of the sidewalk adjacent to the highway. Is it going to take a bad accident or someone getting killed before this illegal and dangerous form of protesting is stopped? Truckers and bus drivers are having fits going through there with their sideboards, mirrors and trailers missing the protesters by inches.

Not only are they creating a massive hazard for drivers, they're setting back and prolonging the entire process of all of us trying to get our lives back to some type of normal. What they're doing is not only illegal but it's wrong in many ways. Why is it being allowed?

It's well past the time that these protests need to be shut down. The mob is getting larger, more assertive and more dangerous to drivers because there's zero enforcement and our city is allowing it. It's time for the City to put a stop to it!

Regards.

[REDACTED]

From: [REDACTED]
Sent: Sunday, January 30, 2022 12:07 AM
To: ASK <ask@kelowna.ca>
Subject: Downtown protests.

CAUTION: External email - Check before you click!

"The City acknowledges and supports the fundamental freedom of peaceful assembly," said Mayor Colin Basran. "But there are limits to what is considered a protest and we have no tolerance for those who flout the rules for public events that everyone else has to follow."

The above is a quote from our mayor in September. I live downtown [REDACTED] and I am sick and tired of the noise that I have to listen to EVERY Saturday from the protestors. Enough is enough, the protestors are flouting the rules. This Saturday they drove by my building for hours honking horns and causing traffic chaos. This has to stop. It is also a huge expense to our city every week to police it. Please SHUT THEM DOWN. Turn a fire hose on them, I don't care. I want my rights back.

Please pass this on to the mayor for me.

Thank you,

[REDACTED]

Sent from my iPhone

From: [REDACTED]
 Sent: Monday, January 31, 2022 3:18 PM
 To: mayorandcouncil
 Subject: No permit ,no protest

CAUTION: External email - Check before you click!

We all had enough covid 19 also protests, demonstrations , misinformation , conspiracy theory's anti vaccine , etc, consuming us all , time to take a stand , Federal gov ,provincial gov , can't do it ,but we can (city bylaw) can ,time to act . One needs a building permit to build , do work on the streets , pay a fee ,open a business etc. Protests , demonstrations ,shall also , requires a permit business lic. As they are also using gofundme to fund there agenda shall also be taxed as there not a nonprofit organization such as a church or other not for profit, or registered , except for a family in need . The permit request for what , where and when ,should be considered ,how many expected QR code for participating participants , organizers shall be required to put up funds related to damages ,policing , fire departments , ambulance , etc. Also lost of revenue for business , why should tax payers pay or there's an insurance company willing to insure the movement (not likely as I'd assume an individual would decline) I would think that Icbc would cancel insurance on vehicles participating in protests as they be subjected to damages and safety ,I'm also confident that truckers insurance doesn't cover parades , no damage by vehicles as they wouldn't be allowed . Permit request must be minimum 15 days prior to demonstration . It seems that in this case gofundme could also help fund the administration of a new bylaw and taxed , more jobs , as a large % of the population is against this chaos , should have support . Anyone blocking , obstructing the movement of traffic ,people , police , ambulance , fire department etc . Shall be removed at owners expense = bylaw control where when protests take place , so you want to protest (no permit no protests) do you have the financial backing ?? It's only going to get worse , must do something , kelowna has what it takes , I've been here for close to [REDACTED] years a business man great people great city , if this makes sense please pass it on , [REDACTED]

Sent from my iPad

From: Loyal Wooldridge <LWooldridge@kelowna.ca>
Sent: Wednesday, February 23, 2022 8:43 AM
To: [REDACTED]
Subject: Re: Noise and Harassment by Anti-Vax/Anti-Mandate Protestors in Downtown Kelowna

Hello [REDACTED]

Thank you for taking the time to bring forward your concerns regarding the negative impact that the behaviors of others are highlighting in cities across Canada, including Kelowna. Frankly, I too am fed up with the degree of privilege that has been showcased over the past 2 years during the pandemic.

While policing operations are confidential for security reasons, The City of Kelowna has continually deployed immense resources of Bylaw, RCMP and relevant departments for surveillance, investigation, and enforcement during the pandemic. We continue to provide this information to provincial and federal government partners with recommendations to BC Prosecution Services.

We are in fact aware of the folks you list in your correspondence. [These people are being held to account](#) with numerous fines, hearings and court dates. These investigations take time with coordination across many agencies. To say nothing is being done simply is not true. RCMP resources (paid for municipally) have continued to be called upon for requests like this with little assistance from the Province.

Further, just today, the Kelowna RCMP announced the conclusion of the investigation into the [Remembrance Day disturbance in City Park](#) and the matter now lies with BC Prosecution Services to lay charges.

Regarding your specific operational requests of further direction to Bylaw and RCMP, I have forwarded your correspondence to the Community Safety Division. I've asked them to respond to you directly as the operations are fluid and change frequently - staff are best to address this.

Personally, I choose not to draw attention to this group in the public realm. Simply, I do not wish to give protests further spotlight. My work on advocacy has been unwavering around the Council table with supported by the City's Community Safety Division.

In closing, this is a demonstration of what continually adds to the community safety budget in Kelowna. Aside from the investigative and enforcement nature of these protests the

administrative requirements to initiate legal proceedings is immense. Which is why during budget deliberations, Council is asked to further bolster the Community Safety budget (which is much more than 'boots on the ground') - despite some public sentiment that this is unwarranted.

Thanks again for taking the time to share your concerns and caring deeply for community.

Sincerely,

Loyal Wooldridge

Councillor | City of Kelowna

M: 250-863-0149

[Stay connected here!](#)

Pronouns: He/His/Him

From: [REDACTED]

Sent: Tuesday, February 22, 2022 8:47 PM

To: Loyal Wooldridge <LWooldridge@kelowna.ca>

Subject: Noise and Harassment by Anti-Vax/Anti-Mandate Protestors in Downtown Kelowna

CAUTION: External email - Check before you click!

Dear Councillor Wooldridge:

As a Kelowna resident, I have become increasingly concerned about the harassment and the noise caused by anti-vax/anti-mandate protestors every Saturday (late morning till mid afternoon) in Stuart Park and the downtown area. In recent weeks, inspired by the Ottawa convoy, protestors have been driving around the downtown area honking their horns. It is very loud and intimidating, and I know that many Kelowna residents avoid the downtown area on Saturdays because of this.

The honking is clearly a violation of the City's Noise Control Bylaw, e.g. Section 3.1:

"No person shall make or cause, or permit to be made or caused, any noise in or on a highway or elsewhere in the City which disturbs the peace, rest, enjoyment, comfort, or convenience of the neighbourhood, or persons in the vicinity."

I ask that as a member of Kelowna City Council, that you, other Councillors, and the Mayor talk with the City Bylaws people to begin enforcing the Noise Bylaw. I appreciate that there are a lot of protestors and this will be a challenge for Bylaw officers. Thus, support from the RCMP will likely be necessary, and I ask that you also coordinate with the Kelowna RCMP detachment.

As well, the protestors have been harassing Kelowna residents for over two years now. The City and Council have done very little about this, and Kelowna residents such as myself are fed up with the lack of action, and the taking over of our downtown by the protestors. These protests are organized by David Lindsay, a vexatious litigant, a "sovereign citizen", and a friend of white nationalists such as Paul Fromm. Every Saturday we hear lies and hate from this group. By doing nothing, you are allowing a racist and hateful group of people to flourish in Kelowna. You must take action now.

I look forward to hearing from you on this important matter, and thank you for your time. I would be happy to talk with you further by email or phone; my details are below.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: Sunday, February 27, 2022 9:16 AM
To: mayorandcouncil
Cc: City Clerk
Subject: "Freedom Protest", RCM Police Escorts across Town ... Who Pays?

CAUTION: External email - Check before you click!

Hi Mayor (Colin) Basran,

I have also sent this quick question to a select number of our City of Kelowna - Council Members and would appreciate hearing your response on my query, as well.

During my walk to the Downtown YMCA yesterday, I was impeded from crossing Doyle Avenue at Ellis Street just before 2:00pm as a result of the ongoing "anti-pandemic" protestors moving up Doyle led by 3 marked RCM Police cruisers and members - today was a fairly large "parade-like" procession and one that halted all movement of pedestrian and vehicle traffic along Doyle Avenue.

Question: who pays for a dedicated RCM Police escort of this sort ... I certainly hope that law abiding city tax payers of Kelowna **DID NOT** (*especially when such resources are not infinite*). If the protestors went through a documented approval process for such an escort and paid the City for such services then I'll have to be "OK" with it, otherwise, please respond at your convenience.

Looking forward to hearing you and your Council's thoughts on this matter.

Thank you, Colin!

P.S.

some of the logos, profanities and messages were strikingly similar to those deemed unacceptable in Ottawa, recently ... your Council and City's Stewardship

over these matters would be appreciated!



From: [REDACTED]
Sent: Saturday, February 26, 2022 2:52 PM
To: ASK <ask@kelowna.ca>
Subject: Saturday Convoy protests

CAUTION: External email - Check before you click!

Kelowna Mayor, why are you allowing the minority group of anti-government, anti-mandate, anti-whatever, people to hijack the city? After being yelled at and chased for 7 blocks, I am no longer meeting my friends downtown. Kelowna no longer feels safe. These people are irrational and aggressive and should not be catered to. The longer it's allowed, the worse it will get. Shouldn't we learn something from Ottawa? Please be brave and stand up against this group. The rest of us will respect you far more than if you remain silent and complacent.

[REDACTED]

From: [REDACTED]
Sent: Friday, April 15, 2022 2:06 PM
To: mayorandcouncil
Cc: Gail Given; Maxine DeHart
Subject: repatriation of Stuart Park and Kerry Park

CAUTION: External email - Check before you click!

Dear Mayor Basran and Councillors,

With respect, I would like to know what specific plan is in place, or will be soon put in place, to return the use of the downtown parks to the citizens of Kelowna?

Saturdays, and sometimes Sundays, have been taken over by the so-called "protestor" groups. And, now today, Good Friday they are abck. I assume that they do not have, and have never had, a permit to use those public parks to hold their gatherings? In spite of that they regularly erect tents, use loudspeakers, sell goods and generally make that area of the part off limits to the vast majority of citizens who do not share their views. They are loud, obnoxious and often threatening to those who are nearby. As a regular walker in that area, I have been accosted by their "opinions" frequently.

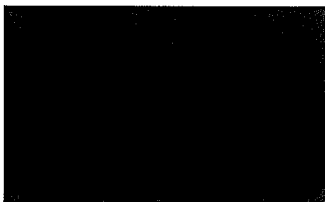
As a result of their "occupation" of this space, it has become wholly unwelcoming and unfriendly. We've had two years of this, and I, for one, have had quite enough! Is this the Kelowna we want our summer visitors to see? Do you think this shows our lovely city off positively to the tourists, who our economy depends upon?

I know that this is a delicate balance for politicians but enough is enough! If these people are able to ignore the laws, regulations and by-laws of the city and take over this space as their private shouting stage, will it be available for legitimate groups who wish to actually get a permit to hold an event there this year? That waterfront park area is a true jewel in our city and it is being defiled.

Other cities have put in place injunctions against this sort of inappropriate use of their "rights" to protest. It is time Kelowna did the same, or came up with some other solution.


Yours sincerely...a deeply aggravated citizen.

I await your reply with eager anticipation.



[City Help](#) / [Mayor and Council](#) / [MC-692](#)

Thank you re: Freedom Protests

 **Marnie Douglas** raised this on 27/Jan/23 3:49 PM [Hide details](#)

Description

I am very grateful that you are attempting to shut down these illegal protests. They have stopped us from enjoying the downtown area. The false information they are promoting is dangerous to our community.

Thank you,

[Redacted]

First name

[Redacted]

Last name

[Redacted]

Email

[Redacted]

Activity



Automatic response 27/Jan/23 3:49 PM
Your request status has changed to In Progress.



Marnie Douglas 27/Jan/23 3:49 PM
info only




Automatic response 27/Jan/23 3:49 PM
Your request status has changed to Closed with resolution Done.

Status

[City Help](#) / [Mayor and Council](#) / [MC-1628](#)

Freedom protest

 **Marnie Douglas** raised this on 21/Jun/23 4:33 PM [Hide details](#)

Description

Thank you for finally trying to control these protesters, they have taken over our downtown for far too long and now feel they own the city. The organizer is a criminal and should be in jail not terrorizing citizens at the park, spreading misinformation and taking over our flag!

So tired of them, please make it stop so we can all enjoy city park again!

[Redacted]

First name

[Redacted]

Last name

[Redacted]

Email

[Redacted]

Activity



Automatic response 21/Jun/23 4:39 PM

From: [REDACTED]
Sent: December 19, 2020 11:37 AM
To: mayorandcouncil
Subject: "Freedom Protest" in Stuart Park

CAUTION: External email - Check before you click!

Dear Mayor and Council: there will be another "freedom protest" at Stuart Park today (I just went by and I saw David Lindsey and a few other people there). Yet again, we will have crowds people without protection, listening to lies and misinformation about freedom and covid. These gatherings put people who attend at risk, and those that they interact with. Yet, I have heard nothing from any of you about this. When will you speak out against these protests? When will you put pressure on the RCMP to disperse these events and fine people? We are waiting for you to show leadership.

[REDACTED]

From: [REDACTED]
Sent: Sunday, February 14, 2021 2:46 PM
To: mayorandcouncil
Subject: Covid Protest Rallies

CAUTION: External email - Check before you click!

I sent this email to Outdoor Events but really would like to be heard by the decision makers in Kelowna so am sending it to Mayor and Council as well.

I am really disappointed that the city of Kelowna continues to let these weekly anti mask rallies continue. Protesters are coming from Vancouver, Interior North communities, and other outside areas. I am pretty sure 150 people exceeds the limit for gatherings and disregards the health officer directive to stay Home and keep to your small bubble. We are all staying the course here in Kelowna and West Kelowna and trying to keep our community safe and this type of behavior negates all the sacrifices we are making here in our city. Later the protesters disperse along Bernard which puts Kelowna citizens in jeopardy. As well as the retail stores they visit where they create a volatile situation refusing to wear a mask. I am tired of these protesters defying the health rules and causing a disturbance in our communities. If they want to protest, make them stay in their own community and protest there. Please take some action regarding these gatherings.

[REDACTED]

Sent from [Mail](#) for Windows 10

From: [REDACTED]
Sent: Thursday, April 22, 2021 8:54 AM
To: mayorandcouncil
Subject: Permits for Stuart Park

CAUTION: External email - Check before you click!

Greetings Mayor and Council,

My question to you is - is a permit required to hold rallies at Stuart Park? I have heard that another protest rally is planned presumably for Stuart Park featuring a man named Chris Saccoccia aka Chris Sky who is a Covid-denier. Will this be a legal assembly? If not, I urge you to ensure that the rules are enforced. We do NOT need super spreader events to continue.

Thank you for your consideration of this matter.

Sincerely,

[REDACTED]

From: [REDACTED]
Sent: Friday, April 23, 2021 7:52 AM
To: mayorandcouncil
Subject: Anti-mask protest

CAUTION: External email - Check before you click!

Mayor and council

Do protests in public spaces need permits? Does the Saturday anti-mask protest need a permit? I would find some way to stop it because it can be a superspreader event. My neighbour, who attends these gatherings with [REDACTED] told me 2 days ago he had covid and that [REDACTED] has been in KGH ICU for 7 days.

What will the city do to stop this? The city must step up.

[REDACTED]

From: [REDACTED]
Sent: Thursday, April 29, 2021 5:03 PM
To: mayorandcouncil
Subject: Feedback on Anti Mask protest this past week

CAUTION: External email - Check before you click!

Dear Mayor Basran

I have never taken the time to write any politician in my life. I feel so strongly compelled to let you know how entirely disappointed and shameful I am about what was allowed to take place here. How can mobs of people, in very tight proximity, schedule and promote an anti mask rally, here in Kelowna? Why is this type of activity okay?

I understand the freedom to protest is important. What I do not understand is when the health and safety of fellow Canadians came before personal liberty. To my understanding, contrary to what these 'activists' tout, our Canadian Charter of Rights explicitly covers this type of scenario. How was my personal liberty and safety secured when ravages of conspiracy theory anti maskers are swarming an area with no attempt to physically distance and who knows how many are spreading covid by doing so? This is an utter disgrace in my opinion. Get tough on this activity, along with other conspiracy theorists that actively make our health and safety more difficult.

If it's about votes or some political nonsense, how will it look when we have to shut down because these types of actions force it upon us? I just cannot understand the reasoning so I have to guess.

I hope you have a great day despite the message here.

Thank you for your time,

[REDACTED]



Virus-free. www.avast.com