



CITY OF WEST KELOWNA REGULAR COUNCIL AGENDA

Tuesday, July 22, 2025, 6:00 P.M.

COUNCIL CHAMBERS

3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

1. CALL TO ORDER

It is acknowledged that this meeting is being held on the traditional territory of the Syilx/Okanagan Peoples.

This meeting is open to the public. All representations to Council form part of the public record. This meeting is being webcast live and will be archived on the City's website.

2. INTRODUCTION OF LATE ITEMS

No items.

3. ADOPTION OF AGENDA

Recommendation:

THAT the July 22, 2025 regular Council agenda be adopted as presented.

4. ADOPTION OF MINUTES

4.1 July 8, 2025 Special and Regular Council Minutes

Recommendation:

THAT the July 8, 2025 special and regular Council minutes be adopted.

5. MAYOR AND COUNCILLORS' REPORTS

An opportunity for Mayor and Council to provide verbal reports.

5.1 Regional District of Central Okanagan - Highlights from the July 17, 2025 Regional Board Meeting

6. PRESENTATIONS

6.1 Cst. Rode, West Kelowna School Resource Officer

To provide an update.

7. DELEGATIONS

No items.

8. UNFINISHED BUSINESS

8.1 Notice of Motion regarding Water Meters - Councillors Johnston & Millsap

The Notice of Motion was deferred, to refine and clarify the motion, at the May 13th regular Council meeting and is now before Council for consideration.

Recommendation:

WHEREAS the cost of installing pit meters has negatively impacted the cost of building a single family home;

AND WHEREAS Council is committed to finding ways to improve housing affordability;

THEREFORE BE IT RESOLVED THAT Council remove the requirement for the installation of Pit Meters for Single Family Homes and Duplexes;

AND THAT Council direct staff to return to the previous arrangement that allowed for the installation of water meters within Single Family Homes and Duplexes;

AND THAT Council direct staff to bring forward the necessary bylaw and/or policy amendments while ensuring non-compliance of delinquent properties may continue to be addressed, up to and including installation of a pit meter at the owner's cost for non-compliant properties;

AND FURTHER THAT Council direct staff to add this item to the Community Development workplan as a future action item without impacting current priorities.

9. DIVISION REPORTS

9.1 2025 Department Statistics – 2nd Quarter

Recommendation:

THAT Council receive the staff report titled "2025 Department Statistics – 2nd Quarter", dated July 22, 2025, for information.

9.2 Signing Authority Appointment

Recommendation:

THAT Council appoint Karla Campbell, General Manager of Corporate Services and Mark Panneton, Director of Legislative and Legal Services, as signing authority for the City of West Kelowna.

9.3 P25-09 Transit Fare Review

Presentation to be provided.

Recommendation:

THAT Council endorse Option 1 Fare Changes, effective October 1, 2025 as outlined in staff report dated July 22, 2025, and presented by BC Transit.

9.4 2025-2026 Transit Annual Operating Agreement

Presentation to be provided.

Recommendation:

THAT Council approves the City entering into an Annual Operating Agreement (AOA) with British Columbia Transit for the 2025-2026 period;

AND THAT the Mayor and Corporate Officer be authorized to execute the 2025-2026 Annual Operating Agreement (AOA) between British Columbia Transit and the City of West Kelowna.

9.5 Draft Rental Protection and Tenant Relocation Assistance and Manufactured Home Park Redevelopment Policies

Presentation to be provided.

Recommendation:

THAT the following policies, as attached to the staff report dated July 22, 2025 regarding “Draft Rental Protection and Tenant Relocation Assistance and Manufactured Home Park Redevelopment Policies”, be approved:

- Rental Protection and Tenant Relocation Assistance Policy; and
- Manufactured Home Park Redevelopment Policy.

9.6 Z 25-04; Zoning Bylaw Amendment 0320.03, 2025 - 3330 & 3348 Boucherie Road

Presentation to be provided.

Recommendation:

THAT City of West Kelowna Zoning Amendment Bylaw No. 0320.03, 2025 be given first, second, third reading and adoption.

9.7 Fire Hall 32 Replacement – Project Update No. 5

Recommendation:

THAT the staff report titled “Fire Hall #32 Replacement – Project Update No. 5”, dated July 22, 2025, be received for information.

9.8 Council Appointment of License Inspector and Bylaw Officer

Recommendation:

THAT Albertine Fowler, Business Licensing Compliance Officer, be appointed to the following officer positions for the City of West Kelowna:

- License Inspector; and
- Bylaw Enforcement Officer.

9.9 2026 Parcel Tax for Rose Valley Water Treatment Plant Review Panel

Recommendation:

THAT Council appoints at least three members of Council to form a Parcel Tax Roll Review Panel;

AND THAT the Parcel Tax Roll Review Panel meeting be scheduled for 5:30 pm on Tuesday, August 26th, 2025;

AND FURTHER THAT notice of the Parcel Tax Roll Review Panel meeting be given in accordance with Section 94 of the *Community Charter*.

9.10 2025 Transportation Master Plan
Presentation to be provided.

Recommendation:

THAT the draft 2025 Transportation Master Plan proceed to public engagement prior to final consideration for adoption.

10. CORRESPONDENCE AND INFORMATION ITEMS
No items.

11. NOTICE OF MOTION
No items.

12. ADJOURNMENT
The next Council meeting is scheduled for August 26, 2025.