



CITY OF WEST KELOWNA REGULAR COUNCIL AGENDA

Tuesday, April 28, 2026, 6:00 P.M.

COUNCIL CHAMBER

3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

Pages

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 April 28, 2026 regular Council agenda be adopted as presented.

4. ADOPTION OF MINUTES

4.1 April 14, 2026 Special and Regular Council Minutes

6

Recommendation:

THAT the April 14, 2026 special and regular Council minutes be adopted.

5. MAYOR AND COUNCILLORS' REPORTS

5.1 Mayor and Councillors' Reports

An opportunity for Mayor and Council to provide verbal reports.

5.2 Regional District of Central Okanagan - Highlights from the April 16, 2026 Regional Board Meeting

16

6. PRESENTATIONS

No items.

7. DELEGATIONS

7.1	New Home for Kelowna Rowing Club Kelowna Rowing Club to request permission to access and use City owned waterfront to continue to provide rowing programs.	17
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8. UNFINISHED BUSINESS

8.1	DVP 25-11, Development Variance Permit (2232 Horizon Drive) Status Update <i>This item was deferred at the March 10, 2026 regular Council meeting and is now before Council for consideration.</i>	19
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Recommendation:

THAT the parkland donation of the ~4.3 ha parcel (west of Horizon Drive) be accepted following the completion of wildfire mitigation and associated improvements at time of subdivision;

AND THAT the parkland donation area be named Faulkner Creek Park in accordance with the Parks Naming Policy and to be consistent with the existing surrounding parkland;

AND THAT a tax deductible receipt for the fair market value of the land to be donated for parks purposes (less the value of the trail area which fulfils the required 5% park dedication for the associated 7 lot subdivision) be provide to the owner;

AND FURTHER THAT the issuance of Development Variance Permit (DVP 25-11) for 2232 Horizon Drive be authorized to vary S.3.1.6 of the Works and Services Bylaw No. 0249 to exempt ~726m of frontage improvements and allow for a reduced standard (no sidewalk) for ~137m, subject to the following condition:

- That a cash in lieu contribution of \$80,000 be paid prior to final subdivision for future road improvements on Horizon Drive.

9. DIVISION REPORTS

9.1	2026 Tax Rate Bylaw 0344 <i>Presentation to be provided.</i>	34
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Recommendation:

THAT Council approve the Tax Multiplier Schedule as outlined in “Table 1” in the report from the Acting Chief Financial Officer dated April 28, 2026;

AND THAT “2026 Tax Rates Bylaw No. 0344, 2026” be read a first, second and third time.

9.2	2026 Department Statistics – 1st Quarter <i>There is no recommendation. This report is for information only.</i>	44
9.3	2022-2026 Strategic Priorities Progress Dashboard – Q1 2026 <i>There is no recommendation. This report is for information only.</i>	63
9.4	Dog Park Guidelines and Dog Park Improvements <i>Presentation to be provided. There is no recommendation. This report is for information only.</i>	69
9.5	Award - LED Streetlight Supply - Expenditure Authorization RFQ 2026-Q003 <u>Recommendation:</u> THAT the Request for Quotation (RFQ) 2026Q003 for the supply of LED streetlight replacement fixtures be awarded to StressCrete Group (King Luminaire) in the amount of \$447,830 excluding applicable taxes; AND THAT the Mayor and Corporate Officer be authorized to execute the agreements and contracts associated with the Project.	73
9.6	Menu Road Drainage Improvements Contract Award <u>Recommendation:</u> THAT the contract for the Menu Road Drainage Improvements Project in response to Request for Proposal (RFP) #2026-P002 be awarded to Twincon Enterprises Ltd.; AND THAT the Mayor and Corporate Officer be authorized to execute the agreements and contracts associated with the Project.	76
9.7	Vineyard Drive Traffic Calming – Follow-up <i>There is no recommendation. This report is for information only.</i>	79
9.8	Recreation and Culture Fees and Charges Amendment Bylaw No. 0028.87, 2026 <i>This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.</i> <u>Recommendation:</u> THAT "City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.87, 2026" be adopted.	89
9.9	Mount Boucherie Community Centre Restoration – April 2026 Update <i>Presentation to be provided. There is no recommendation. This report is for information only.</i>	100

- 9.10 **BC Hydro Transmission Mains Project – Community Impacts** 109
Presentation to be provided. There is no recommendation. This report is for information only.
- 9.11 **Z 25-10 - 942 McKay Road (Zoning Bylaw Amendment Bylaw No. 0320.14, 2026)** 113
This bylaw received first, second, and third reading at the March 24, 2026 regular Council meeting and received approval from the Ministry of Transportation and Transit on March 30, 2026; Council may consider bylaw adoption.
- Recommendation:
THAT "City of West Kelowna Zoning Amendment Bylaw No. 0320.14" be adopted.
- 9.12 **Sterile Insect Release Parcel Tax Bylaw No. 0339, 2026** 116
This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.
- Recommendation:
THAT "Sterile Insect Release Parcel Tax Bylaw No. 0339, 2026" be adopted.
- 9.13 **Solid Waste Management Program Parcel Tax Bylaw No. 0340, 2026** 119
This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.
- Recommendation:
THAT "Solid Waste Management Program Parcel Tax Bylaw No. 0340, 2026" be adopted.
- 9.14 **Asquith Road Transfer Station Parcel Tax Bylaw No. 0341, 2026** 121
This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.
- Recommendation:
THAT "Asquith Road Transfer Station Parcel Tax Bylaw No. 0341, 2026" be adopted.
- 9.15 **Green Bay Dredging Project - Phase 1 Local Area Service Parcel Tax Bylaw No. 0342, 2026** 123
This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.
- Recommendation:

THAT "Green Bay Dredging Project - Phase 1 Local Area Service Parcel Tax Bylaw No. 0342, 2026" be adopted.

10. CORRESPONDENCE AND INFORMATION ITEMS

No items.

11. NOTICE OF MOTION

No items.

12. ADJOURNMENT

The next Council meeting is scheduled for May 12, 2026.



CITY OF WEST KELOWNA
SPECIAL COUNCIL MINUTES

Tuesday, April 14, 2026
COUNCIL CHAMBER
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Jason Friesen
Councillor Stephen Johnston (entered the meeting at 11:06 a.m.)
Councillor Garrett Millsap
Councillor Carol Zanon

Staff Present: Ron Bowles, Chief Administrative Officer
Mark Panneton, Director of Legislative & Legal Services/Corporate Officer
Jason Brolund, Fire Chief/General Manager of Protective Services
Karla Campbell, General Manager of Corporate Services
Brent Magnan, General Manager of Community Development
Patrick Pulak, General Manager of Operations
Lisa Siavashi, Financial Services Manager/Acting Chief Financial Officer
Greg Cowan, Senior Manager of Information Services

1. CALL TO ORDER

Mayor Milsom called the meeting to order at 11:03 a.m., acknowledged that the meeting was being held on the traditional territory of the Syilx/Okanagan Peoples, stated that the meeting was open to the public, and informed that all representations to Council form part of the public record.

2. ADDITIONS OR CHANGES TO PROCEDURAL MOTION

There were no additions or changes to the procedural motion.

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C0097/26

THAT the April 14, 2026 special Council agenda be adopted as presented.

CARRIED UNANIMOUSLY; Councillor Johnston absent at the vote.

4. PROCEDURAL MOTION

Councillor Johnston entered the meeting at 11:06 a.m.

It was moved and seconded

Resolution No. C0098/26

THAT Council close the meeting in accordance with Section 90(1) of the *Community Charter* for:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(c) labour relations or other employee relations;

(g) litigation or potential litigation affecting the municipality;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];

AND THAT Council close the meeting in accordance with Section 90(2) of the *Community Charter* for:

(b) the consideration of information received and held in confidence relating to negotiations

(i) between the municipality and a provincial government or the federal government, or both, or between a provincial government or the federal government, or both, and a third party.

CARRIED UNANIMOUSLY

Council then proceeded with the closed session. (11:07 a.m.)

5. ADJOURNMENT

The meeting adjourned at 1:03 p.m.

MAYOR

DIRECTOR OF LEGISLATIVE & LEGAL SERVICES/
CORPORATE OFFICER



CITY OF WEST KELOWNA
REGULAR COUNCIL MINUTES

Tuesday, April 14, 2026
COUNCIL CHAMBER
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Jason Friesen (entered the meeting at 1:32 p.m.)
Councillor Stephen Johnston (entered the meeting at 1:32 p.m.)
Councillor Garrett Millsap (entered the meeting at 1:35 p.m.)
Councillor Carol Zanon

Staff Present: Ron Bowles, Chief Administrative Officer
Mark Panneton, Director of Legislative & Legal Services/Corporate Officer
Rebecca Narinesingh, Deputy Corporate Officer
Jason Brolund, Fire Chief/General Manager of Protective Services
Karla Campbell, General Manager of Corporate Services
Brent Magnan, General Manager of Community Development
Patrick Pulak, General Manager of Operations
Lisa Siavashi, Financial Services Manager/Acting Chief Financial Officer
Greg Cowan, Senior Manager of Information Services
Rob Hillis, Senior Manager of Engineering & Capital Projects
Chris Oliver, Senior Planning Manager
Angele Clarke, Long Range Planning Manager
Erin Goodwin, Facilities & Recreation Manager
Mark Roberts, Parks Manager
Ashley Stewart, Communications Manager
Warren Everton, Project Executive Lead - ERP/HRIS
Eugene Harley, Business Systems Team Lead
Karen Goodridge-Nagle, Revenue Supervisor
Wayne Hindley, Fleet Supervisor

1. CALL TO ORDER

Mayor Milsom called the meeting to order at 1:32 p.m., acknowledged that the meeting was being held on the traditional territory of the Syilx/Okanagan Peoples, stated that the meeting was open to the public, and informed that: all representations to Council form part of the public record; and the meeting was webcast live and archived on the City's website.

2. INTRODUCTION OF LATE ITEMS

No items.

3. ADOPTION OF AGENDA

Councillors Friesen and Johnston entered the meeting at 1:32 p.m.

It was moved and seconded

Resolution No. C099/26

THAT the April 14, 2026 regular Council agenda be adopted as presented.

CARRIED UNANIMOUSLY; Councillor Millsap absent at the vote.

4. ADOPTION OF MINUTES

4.1 March 24, 2026 Special and Regular Council Minutes

It was moved and seconded

Resolution No. C100/26

THAT the March 24, 2026 special and regular Council minutes be adopted.

CARRIED UNANIMOUSLY; Councillor Millsap absent at the vote.

5. MAYOR AND COUNCILLORS' REPORTS

5.1 Mayor and Councillors' Reports

Councillor Millsap entered the meeting at 1:35 p.m.

Mayor Milsom informed of a recent advocacy trip to Victoria, on behalf of Council, to meet with provincial representatives that resulted in a commitment of additional RCMP resources for the Westside, along with discussions regarding affordable housing projects and increasing mental health services.

Mayor Milsom spoke relative to the seventh annual Urban Re-Leaf program currently underway, including that residents may purchase up to two trees at

cost, and that the program has supported the planting of nearly 1,500 trees since 2020.

Mayor Milsom encouraged residents to attend the Spring Art Exhibition taking place on April 19 at the Westbank Lions Community Centre. The free event showcases local artists with most of the artwork available for purchase.

On behalf of Council, Mayor Milsom, congratulated the Stewart Family of Quail's Gate on receiving the Canadian Wine Industry Award of Distinction.

6. PRESENTATIONS

No items.

7. DELEGATIONS

7.1 Powering the Future without Harming our Neighbourhoods

Tom Groat (on behalf of Shannon Lake Neighbourhood Association) provided a presentation regarding proposed power transmission line routing in West Kelowna and responded to Council's questions. Staff also responded to Council's questions.

8. UNFINISHED BUSINESS

No items.

9. DIVISION REPORTS

9.1 BC Hydro Transmission Project Public Feedback

Staff provided a brief overview and introduced Sally MacDonald (Stakeholder Engagement Advisor, Capital Projects, BC Hydro) and Jason Kim (Assistant Project Manager, BC Hydro). Sally MacDonald and Jason Kim provided a presentation and responded to Council's questions.

Mayor Milsom, with the consent of Council, declared a recess at 2:25 p.m. The meeting reconvened at 2:33 p.m. with all members of Council present.

It was moved and seconded

Resolution No. C101/26

THAT staff be directed to schedule and advertise a formal community meeting in May for the purpose of receiving public feedback regarding the BC Hydro Transmission project.

CARRIED UNANIMOUSLY

9.2 Transportation Master Plan – Recommendation for Adoption

Staff and Lynn Machacek (HDR Inc.) provided a presentation and responded to Council's questions.

Councillor Millsap left the meeting at 3:06 p.m. and returned at 3:08 p.m.

It was moved and seconded

Resolution No. C102/26

THAT consideration of the Transportation Master Plan be deferred so that staff can incorporate Council's feedback from the April 14th, 2026 regular Council meeting.

CARRIED UNANIMOUSLY

Mayor Milsom, with the consent of Council, declared a recess at 3:37 p.m. The meeting reconvened at 3:47 p.m. with all members of Council except Councillor Millsap present.

9.3 Sterile Insect Release Parcel Tax Bylaw No 0339, 2026

Councillor Millsap returned to the meeting at 3:48 p.m.

It was moved and seconded

Resolution No. C103/26

THAT "Sterile Insect Release Parcel Tax Bylaw No. 0339, 2026" be read a first, second, and third time.

CARRIED UNANIMOUSLY

9.4 Solid Waste and Recycling Program Parcel Tax Bylaw No. 0340, 2026

It was moved and seconded

Resolution No. C104/26

THAT "Solid Waste and Recycling Program Parcel Tax Bylaw No. 0340, 2026" be read a first, second, and third time.

CARRIED UNANIMOUSLY

9.5 Asquith Road Transfer Station Parcel Tax Bylaw No. 0341, 2026

It was moved and seconded

Resolution No. C105/26

THAT "Asquith Road Transfer Station Parcel Tax Bylaw No. 0341, 2026" be read a first, second, and third time.

CARRIED UNANIMOUSLY

9.6 Green Bay Dredging Project - Phase 1 Local Area Service Parcel Tax Bylaw No. 0342, 2026

It was moved and seconded

Resolution No. C106/26

THAT "Green Bay Dredging Project - Phase 1 Local Area Service Parcel Tax Bylaw No. 0342, 2026" be read a first, second, and third time.

CARRIED UNANIMOUSLY

9.7 Civic Addressing Bylaw No. 0333

It was moved and seconded

Resolution No. C107/26

THAT "Civic Addressing Bylaw No. 0333, 2026" be adopted;

AND THAT "City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.59, 2026" be adopted;

AND FURTHER THAT "City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.58, 2026" be adopted.

CARRIED UNANIMOUSLY

9.8 Main City Software Platform (ERP-HRIS) Update No. 2

Staff provided a presentation and responded to Council's questions.

9.9 Recreation and Culture Fees and Charges Bylaw Amendment Bylaw No. 0028.87, 2026

It was moved and seconded

Resolution No. C108/26

THAT "City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.87, 2026" be read a first, second, and third time.

CARRIED UNANIMOUSLY

9.10 Cemetery Consequential Bylaw Amendments

It was moved and seconded

Resolution No. C109/26

THAT “City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.55, 2026” be read a first, second and third time;

AND THAT “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.53, 2026” be read a first second and third time.

CARRIED UNANIMOUSLY

9.11 Expenditure Approval Request – EV Charger Installation RFQ Award

Staff responded to Council's questions.

It was moved and seconded

Resolution No. C110/26

THAT the additional budget of \$87,200 for the EV Charger Installation (the "Project") be denied.

DEFEATED; Mayor Milsom and Councillors Da Silva, Friesen, and Zanon voted in the negative.

It was moved and seconded

Resolution No. C111/26

THAT the additional budget of \$87,200 for EV Charger Installation (the “Project”), be funded from the Local Government Climate Action Program (LGCAP) grant funding;

AND THAT the 2026-2030 Financial Plan be amended accordingly;

AND THAT the Request for Quote (RFQ) for EV Charger Installation be awarded to Quantus Electric;

AND FURTHER THAT the Mayor and Corporate Officer be authorized to execute the agreements and contracts associated with the Project.

CARRIED; Councillors de Jong, Johnston, and Millsap voted in the negative.

10. CORRESPONDENCE AND INFORMATION ITEMS

No items.

11. NOTICE OF MOTION

No items.

12. ADJOURNMENT

The meeting adjourned at 5:10 p.m.

MAYOR

DIRECTOR OF LEGISLATIVE & LEGAL SERVICES/
CORPORATE OFFICER

Highlights of the Regional Board meeting – April 16, 2026

Short-term rental program awaits Ministry of Transportation and Transit approval

Following a public hearing, the Regional Board advanced a package of bylaw changes to allow short-term rentals in Central Okanagan electoral areas. Amendments to [Zoning Bylaw No. 871](#) and [Joe Rich Rural Land Use Bylaw No. 1195](#) received second and third readings, while related licensing and enforcement bylaws received first reading.

Final adoption, and the ability to begin issuing short-term rental licences, is pending required approval from the Ministry of Transportation and Transit.

While approvals are underway, residents interested in operating a short-term rental can begin preparing required materials. To learn more, visit rdco.com/STR

Westside wastewater development cost charge bylaws advance

The Board gave second and third readings to amendments updating development cost charges for the Westside Regional Wastewater Treatment Plant and East Trunk systems.

The updates follow a planned major review and [public engagement](#), and reflect inflationary cost pressures associated with growth-related infrastructure. Final adoption will be considered following provincial approval.

Board appoints election officials for 2026 general local election

The Board appointed the chief election officer and deputy chief election officers for the 2026 B.C. general local election and adopted updates to the [Election and Assent Voting Bylaw](#). The amendments ensure compliance with recent

provincial legislative changes and support fair, transparent and accessible voting for residents in Central Okanagan electoral areas.

Board appoints bylaw enforcement and animal control officers

The Regional Board appointed one bylaw enforcement officer and two animal control officers to support enforcement of regional district bylaws. These appointments help maintain service levels, support public education around regulatory requirements and ensure continued enforcement capacity across the region.

Special event permit approved for Kelowna Dirt Bike Club

The Regional Board approved a special event permit for the Kelowna Dirt Bike Club, allowing race events to take place April 17-19, 2026.

The permit allows the event to operate outside regular noise bylaw limits, consistent with an existing consent order and established noise management requirements.

Regional Board meetings

Regional District office, 1450 KLO Rd., Kelowna (Woodhaven Boardroom)

- May 14, 9:30 a.m.
- June 25, 8:30 a.m.

Stay informed about the Regional District

Sign up at rdco.com/subscribe for customized news and information from the Regional District of Central Okanagan.

From: noreply@esolutionsgroup.ca
To: [Delegation Requests](#)
Subject: New Response Completed for Request to Appear As a Delegation
Date: April 15, 2026 5:42:25 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. **The City will never ask for personal or account information or account password through email.**

Hello, Please note the following response to Request to Appear As a Delegation has been submitted at Wednesday April 15th 2026 5:41 PM with reference number 2026-04-15-001.

- **Request to appear as a delegation on:**
4/28/2026
- **Name of person making the presentation:**
Brian Manders
- **Name of the group or organization that the person is representing:**
Kelowna Rowing Club
- **Daytime phone number:**
[REDACTED]
- **Email address:**
[REDACTED]
- **Presentation title:**
New Home for Rowing Club
- **What is your request to Council?**
In February of this year, KRC lost our storage compound and boat moorage beside the West Kelowna Yacht Club. We are asking Council for permission to access and use city owned waterfront to continue to provide our rowing programs.
- **Presentation points:**
Brief history of Kelowna Rowing Club in West Kelowna and Gellatly Bay
How West Kelowna benefits from KRC programming and operations

Outlining specific requirements needed by KRC

Assurance of minimal impact on neighbor properties and park stewardship

- [This is an automated email notification -- please do not respond]



COMMUNITY DEVELOPMENT COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

File No: DVP 25-11

Subject: **DVP 25-11, Development Variance Permit (2232 Horizon Drive) Status Update**

Prepared By: Chris Oliver, Senior Manager of Planning

Reviewed By: Brent Magnan, General Manager of Community Development

RECOMMENDATION:

THAT the parkland donation of the ~4.3 ha parcel (west of Horizon Drive) be accepted following the completion of wildfire mitigation and associated improvements at time of subdivision;

AND THAT the parkland donation area be named Faulkner Creek Park in accordance with the Parks Naming Policy and to be consistent with the existing surrounding parkland;

AND THAT a tax deductible receipt for the fair market value of the land to be donated for parks purposes (less the value of the trail area which fulfils the required 5% park dedication for the associated 7 lot subdivision) be provide to the owner;

AND FURTHER THAT the issuance of Development Variance Permit (DVP 25-11) for 2232 Horizon Drive be authorized to vary S.3.1.6 of the Works and Services Bylaw No. 0249 to exempt ~726m of frontage improvements and allow for a reduced standard (no sidewalk) for ~137m, subject to the following condition:

- That a cash in lieu contribution of \$80,000 be paid prior to final subdivision for future road improvements on Horizon Drive.

BACKGROUND

At the March 10, 2026 Council meeting Council postponed consideration of a development variance permit to allow variances related to frontage works for a property on Horizon Drive. Council directed staff to continue to explore opportunities to complete additional frontage works connecting the existing sidewalks fronting the subject property (referenced as the hairpin area on Horizon Drive).

DISCUSSION

Staff have met with the applicant and reconfirmed that any additional work beyond what was previously presented to Council at the initial consideration for the application is cost-prohibitive and is not included as part of their proposal. The staff recommendation for support with cash-in-lieu contributions, parkland dedication, and wildfire works that was presented to Council remains the same. If Council wishes to only advance the proposal if the existing sidewalks are connected, the alternate motion to deny the application would be the most appropriate option.

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
March 10, 2026	THAT the consideration of item 9.1 regarding DVP 25-11, Development Variance Permit (2232 Horizon Drive) be deferred to allow the applicant and staff opportunity to discuss Council's request of continuation of the sidewalk on the North side of Horizon Drive. <u>CARRIED UNANIMOUSLY</u>	C074/26

PowerPoint: Yes No

Attachments:

1. March 10, 2026 Council Report & Development Variance Permit (DVP 25-11)
2. Rationale Letter



COMMUNITY DEVELOPMENT COUNCIL REPORT

To: Mayor and Council

Date: March 10, 2026

From: Ron Bowles, Chief Administrative Officer

File No: DVP 25-11

Subject: **DVP 25-11, Development Variance Permit (2232 Horizon Drive)**

Prepared By: Cam Graham, Senior Planner

Reviewed By: Brent Magnan, General Manager of Community Development

RECOMMENDATION:

THAT the parkland donation of the ~4.3 ha parcel (west of Horizon Drive) be accepted following the completion of wildfire mitigation and associated improvements at time of subdivision;

AND THAT the parkland donation area be named Faulkner Creek Park in accordance with the Parks Naming Policy and to be consistent with the existing surrounding parkland;

AND THAT a tax deductible receipt for the fair market value of the land to be donated for parks purposes (less the value of the trail area which fulfils the required 5% park dedication for the associated 7 lot subdivision) be provide to the owner;

AND FURTHER THAT the issuance of Development Variance Permit (DVP 25-11) for 2232 Horizon Drive be authorized to vary S.3.1.6 of the Works and Services Bylaw No. 0249 to exempt ~726m of frontage improvements and allow for a reduced standard (no sidewalk) for ~137m, subject to the following condition:

- That a cash in lieu contribution of \$80,000 be paid prior to final subdivision for future road improvements on Horizon Drive.

STRATEGIC AREA(S) OF FOCUS

Pursue Economic Growth and Prosperity – We will work with stakeholders throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.

BACKGROUND

The subject property is located in the West Kelowna Estates/Rose Valley Neighbourhood. This variance application runs concurrently with DP 25-06 and SUB 25-15, the applicant

has requested this variance be considered prior to the completion of these applications. The property was rezoned in 1998, and a two lot subdivision was submitted in 2013 (SUB 13-12) to subdivide the parkland portion to donate to the City and dedicate a portion of ROW (small portion to the east of Horizon Drive) to reduce frontage improvements. This application expired, and the property was sold. The owner has applied to create a similar subdivision, and the proposal has been revised numerous times during the process.

PROPERTY DETAILS			
Address	2232 Horizon Drive		
PID	023-141-824		
Folio	36413406.171		
Lot Size	78116.5 m ²		
Owner	0725353 BC Ltd	Agent	Tony Khunkhun
Current Zoning	R1 - Single Detached Residential Zone, P1 Parks and Open Space Zone	Proposed Zoning	N/A
Current OCP	Low Density Residential, Natural Areas and Public Parks	Proposed OCP	N/A
Development Permit Areas	Hillside, Sensitive Terrestrial, Aquatic, Wildfire		

ADJACENT ZONING & LAND USES			
North	^	R1 – Single Detached and Duplex Residential Zone	
East	>	RC3 – Compact Single Detached Residential Zone	
West	<	P1 – Parks and Open Space Zone/ A1 – Agricultural Zone	
South	v	R1 – Single Detached and Duplex Zone/ WFN – Westbank	

PROPERTY MAP



PROPOSAL

The applicant has applied to subdivide and create seven lots off Horizon Drive. Due to the large, irregular nature of the property, the subdivision triggers a significant amount of frontage improvements (~865m) based on the Works and Services Bylaw. In order to make the subdivision viable, the applicant has proposed the following which will reduce the amount of frontage improvements required:

1. **R1 Modified Standard:** A variance to the Works and Services Bylaw No. 0249 to reduce the standard for the frontage improvements in front of the 7 proposed lots (Bylaw 3.1.6). The reduced standard would include bike lane, curb, and lighting, but no sidewalk. In lieu of this sidewalk improvement, the applicant has proposed to provide \$80,000 cash in lieu towards connecting the existing sidewalks on the opposite side of Horizon Drive, which would be more beneficial than a new sidewalk fronting the 7 lots, which would not connect in either direction (Figure 2);
2. **Frontage Exemption:** A frontage exemption to eliminate all necessary frontage works for remaining portions of the property that will not be developed or donated to the City; and
3. **Park Donation:** Donation of a ~4.3 ha parcel (shown in red outline in Figure 1) that includes ~150m of road frontage to the City to eliminate the need for these frontage improvements.

Figure 1 shows the breakdown of the required frontage for upgrades based on the Works and Services Bylaw. The solid red lines (~150m) show the removal of 150m of frontage based on the acceptance of the park donation. The orange shows the section that will be upgraded to a modified Urban Collector Road Standard (without sidewalk). The yellow lines highlight areas where all frontage improvements would be exempt from

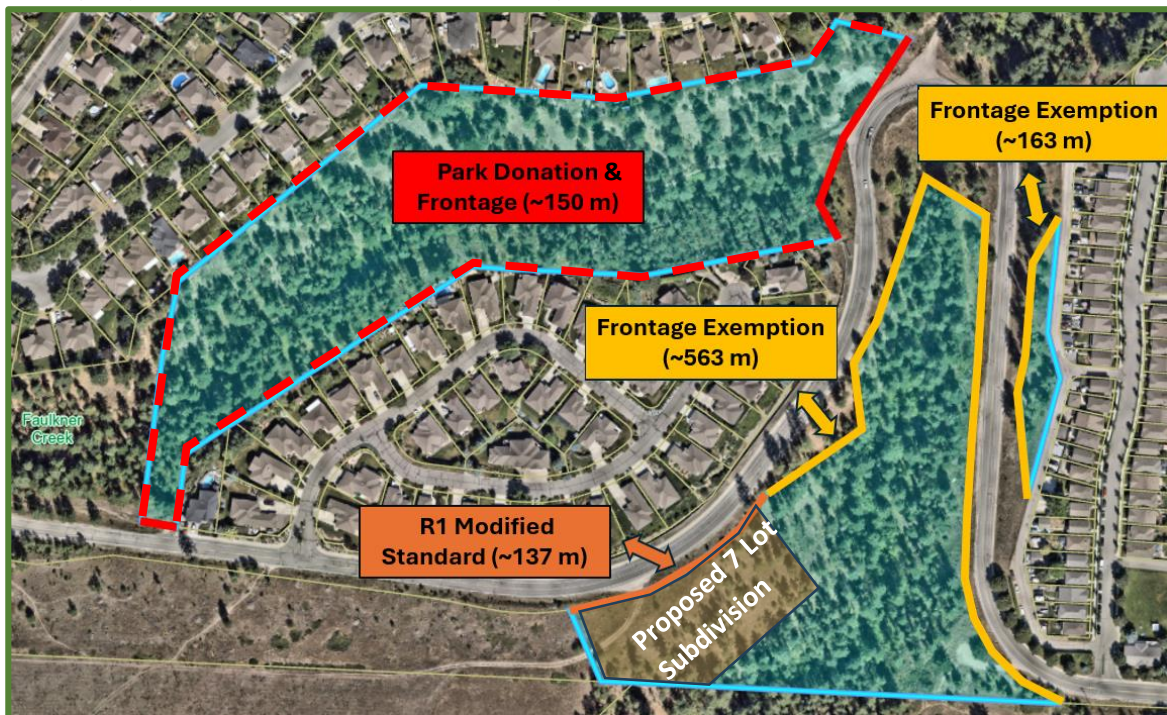


Figure 1: Frontage Diagram Red Area is Parkland Donation

improvements to the works and services Bylaw. It is noted that this corresponds with the existing sidewalk. The portions of the property with the frontage exemption are generally remaining undisturbed with the exception of wildfire mitigation.

Cash in Lieu:

The proposed \$80,000 cash in lieu for the sidewalk in front of the development is better utilized to connect the existing sidewalk (blue lines) along Horizon Drive (hairpin curve - Figure 2). The cash in lieu amount was calculated by the applicant's engineer based on the modification to the road standard adjacent to the R1 development. The money will be put toward a future capital works project to create a safe walkable connection of existing sidewalks along Horizon Drive (dashed red line).

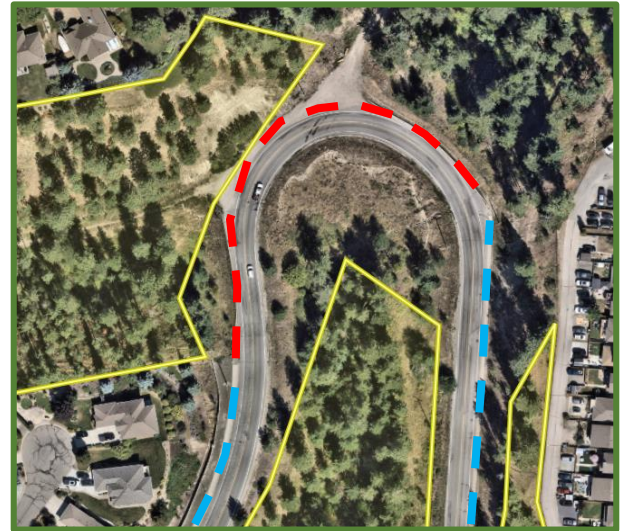


Figure 2: Hairpin on Horizon

DISCUSSION

Official Community Plan No. 0300

This application is consistent with the Official Community Plan No. 0300, which designates the subject lands as Low Density Residential and Natural Areas and Public Parks. The Natural Areas and Public Parks designation supports the protection of sensitive ecosystems and the provision of connected parks and greenspace for public benefit. The subject lands are located within the Hillside, Aquatic, and Sensitive Terrestrial Ecosystem Development Permit Areas; required supporting studies have been submitted with the concurrent Development Permit application.

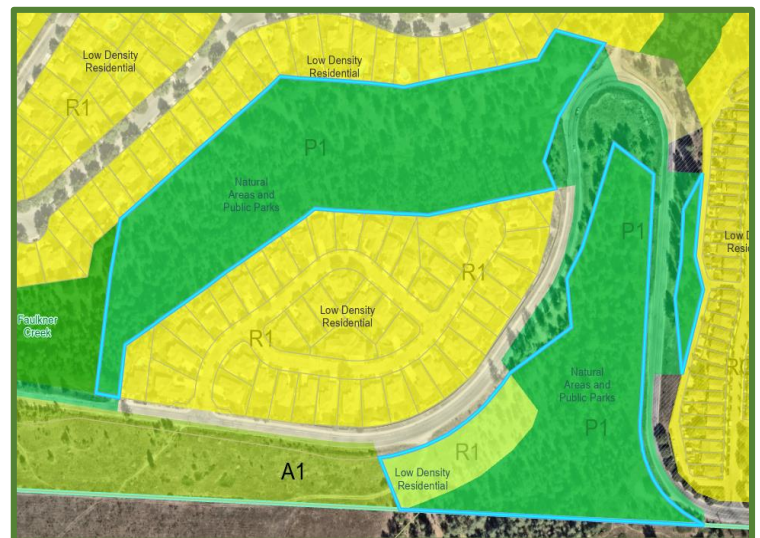


Figure 3: Land Use

Zoning Bylaw No. 0320

The subject property is split zoned, R1 Single Detached and Duplex Residential Zone and P1 Parks and Open Space. These corresponding zones will be determined for compliance at the Development Permit and subdivision stages if this variance is approved.

Works and Services Bylaw No. 0249

The bylaw requested to be varied is as follows:

3.1.6 The Owner shall provide the works and services required by this Bylaw on every highway immediately adjacent to land being subdivided or developed, up to the centreline of such highway. Where the works and services on the adjacent highway have been constructed to an alternate standard than those required by this Bylaw, the Owner shall reconstruct the works and services to the Bylaw standard.

Due to the constraints associated with this parcel, subdivision of the lands would otherwise require approximately 1,015m of highway frontage improvements. With the proposed parkland donation, the length of required frontage improvements would be reduced to approximately 865m. Given the limited development potential of the residential area, the applicant has advised that the cost burden associated with the full extent of frontage improvements would render the project financially unfeasible without frontage exemption and parkland donation.

Parkland Donation:

The applicant has expressed the intention to donate ~4.3 ha of parkland to the (shown in red on Figure 1). The proposed parkland donation is intended to be considered independent of the variance approval and will be considered at time of subdivision; however, it does affect the overall extent of frontage improvements exempted. Should circumstances related to the parkland donation change, the associated variance would need to be reconsidered. If Council accepts the donation, the owner will be credited with a tax receipt of the donated lands minus the value of the 5% dedication required with the associated subdivision.

Parkland Acceptance Policy:

The City of West Kelowna's Parkland Acceptance Policy seeks to ensure that lands added to the park system provide a clear public benefit and are functional, safe, and sustainable to maintain. Small, irregular, or isolated parcels that lack recreational use, ecological value, or meaningful connectivity are generally not accepted, as they can create ongoing maintenance and liability challenges without delivering public benefit.

The parkland dedication would increase the existing Faulkner Creek Park area from 4.1 ha to 8.4 ha and enable a trail connection to the existing trails, environmental stewardship, wildfire hazard mitigation, and the preservation of natural open space.

The P1 zoned land not proposed for donation including the sliver to the east of Horizon Drive has been considered inadequate for donation and will remain attached to a remnant residential parcel at the subdivision stage.

Parks Naming Policy and Trails Improvements:

The naming of the donated park is recommended to be undertaken in accordance with the City's Parks Naming Policy, and the applicant has made a delegation request to petition Council to consider naming the park, trail or area in the park after themselves.

The current policy states that per Section 6 “*the donation of land, facilities or funds for the acquisition, renovation or maintenance of land or facilities, shall not constitute an obligation by the District to name the land and/or facility or any portion thereof after an individual, family or organization.*”

In Section 7, the *naming a park after a person may be considered when:*

1. *The land was donated specifically for park purposes and the donor (or next of kin) requests the naming;*
2. *There is strong community support;*
3. *The individual made a tangible contribution to the area or District;*
4. *If the individual is deceased, at least three years have passed (except when parkland is bequeathed)*

The applicant has also expressed a desire for recognition of this donation beyond the naming, and staff have committed to providing a bench, plaque, and media promotion acknowledging the donation of the park from the applicant.

Donation and improvements to the trail connection will be required at the subdivision stage, and in coordination with the City’s Parks Department. All subdivision and zoning requirements applicable to the proposed parkland donation will be considered at the time of donation and are intended to comply with the City’s applicable bylaw standards. Requirements related to perimeter fencing, encroachments, and site conditions will be reviewed as part of the subdivision process.

Wildfire Mitigation:

Wildfire mitigation works within the proposed parkland donation area will be required to be completed prior to the City’s acceptance of the land. In addition, wildfire mitigation measures on the subdivided portion will also be required at time of Development Permit. All mitigation measures shall be carried out in accordance with the submitted Wildfire Mitigation Plan.

PUBLIC NOTIFICATION

A notification sign has been posted on the subject property in accordance with Development Application Procedures Bylaw No. 0260. Additionally, per the Development Applications Procedures Bylaw No. 0260, notification was sent to all property owners and their tenants within 100 m of the subject property, advertised in the local newspaper, and posted on the City's website as per the *Local Government Act*.

CONCLUSION

This Development Variance Permit supports the creation of residential lots on land that would otherwise be financially constrained due to the presence of challenging remnant lands associated with the parent parcel. The proposed variance, in combination with the separate developer-led donation of parkland and implementation of wildfire mitigation

measures, enables a balanced outcome that advances housing objectives while delivering meaningful community benefit.

The dedication of parkland secures the long-term protection of a key natural area aligning with City of West Kelowna policies related to environmental stewardship, hazard mitigation, and the preservation of natural open space. Collectively, the variance and associated developer commitments represent a practical and policy supported approach that facilitates modest residential growth while enhancing public safety and protecting environmentally sensitive lands.

Alternate Recommendation:

1. Parkland Donation be named after the applicant (Applicant's request)

THAT the parkland donation of the ~4.3 ha parcel (west of Horizon Drive) be accepted following the completion of wildfire mitigation and associated improvements at time of subdivision;

AND THAT the [to be determined by Council: park, trail or other area, to be specified] be named after the applicant donating the parkland;

AND THAT a tax deductible receipt for the fair market value of the land to be donated for parks purposes (less the value of the trail area which fulfils the required 5% park dedication for the associated 7 lot subdivision) be provide to the owner;

AND FURTHER THAT the issuance of Development Variance Permit (DVP 25-11) for 2232 Horizon Drive be authorized to vary S.3.1.6 of the Works and Services Bylaw No. 0249 to exempt ~726m of frontage improvements and allow for a reduced standard (no sidewalk) for ~137m, subject to the following condition:

That a cash in lieu contribution of \$80,000 be paid prior to final subdivision for future road improvements on Horizon Drive.

Should Council wish to support the applicant's request for naming the park, trail or a portion of the park after the applicant, staff will incorporate that direction into the subsequent donation processes.

2. Application be denied

THAT the issuance of a Development Variance Permit (DVP 25-11) for 2232 Horizon Drive be denied;

AND THAT Council direct staff to close the file.

Should Council deny the proposed Development Variance Permit, the application will be closed in accordance with the Development Applications Procedures Bylaw No. 0260. Council shall not reconsider an application of this nature for the property for a period of six months.

3. Application be postponed

THAT the issuance of a Development Variance Permit (DVP 25-11) for 2232 Horizon Drive be postponed.

Should Council postpone consideration of the Development Variance Permit, it is requested that additional direction be provided to staff.

PowerPoint: Yes No

Attachments:

1. Development Variance Permit (DVP 25-11)



**CITY OF WEST KELOWNA
DEVELOPMENT VARIANCE PERMIT
DVP 25-11**

To: Tony Khunkhun
PO Box 22024 Capri,
Kelowna, BC
V1Y9N9

1. This **Development Variance Permit** is issued subject to compliance with all the Bylaws of the City of West Kelowna applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies to and only to those lands within the City of West Kelowna described below, and any and all buildings, structures, and other developments thereon:

PLAN KAP55153 LOT 1 DISTRICT LOT 1117 OSOYOOS DIV OF YALE DISTRICT
EXCEPT PLAN KAP67866,
(2232 Horizon Drive)

3. This Permit allows for the variance of S.3.1.6 of the Works and Services Bylaw to exempt ~726m of frontage improvements adjacent to lands being subdivided and allow for ~137m of modified standard to the Urban Collector Road Standard (no sidewalk) subject to the following condition:
 - A. Cash in Lieu contribution of \$80,000 be paid prior to final subdivision for future Road Improvements on Horizon Drive.
4. The land described herein shall be developed strictly in accordance with the terms and conditions of this Permit and any plans and specifications attached to this Permit, which shall form a part hereof. Should any change be required to this permit, please ensure that you obtain written approval from the City of West Kelowna prior to making any changes.
5. If this Development Variance Permit has not been issued within one year from approval, Permit (DVP 25-11) shall be deemed to have been refused and the file will be closed.
6. **This Permit is not a Building Permit.**
7. **This Permit is not a Municipal Highway Permit.**
8. **This is not an Archaeology Permit.**

A: All archaeological sites in B.C. are protected under the Heritage Conservation Act. This applies to whether sites are located on public or private land and whether the site is known or unknown. If you think you have uncovered an archaeological site during a building project or renovation, please do not disturb the site further and call B.C.'s Archaeology Branch

immediately at (250) 953-3334. Branch archaeologists will review your project plans and make recommendations to manage site impacts and secure the required permitting.

AUTHORIZING RESOLUTION NO XXXX/XX PASSED BY THE MUNICIPAL COUNCIL ON MARCH 10TH, 2026.

Signed on _____

Corporate Officer

I hereby confirm that I have read and concur with the conditions of the Development Variance Permit and will ensure that copies of the Permit will be provided to onsite personnel at time of construction.

Signed on _____

Property Owner or Agent

ISSUED on _____

Schedules:

Development Permit Rationale

2232 Horizon Drive, West Kelowna BC

L Lot 1, Plan KAP55153, DL 1117, ODYD

PROPOSAL

This application is for the technical Development Permits necessary for a 7-lot single family subdivision. The land is presently zoned Single Detached Residential (R1) and Park and Open Space (P1)

SUBDIVISION

A PLR for this property was first issued in 2013, so this application represents an updating of the technical reports needed to facilitate a new DP and PLR. The proposed subdivision divides the R1 zoned area into 7 single family or duplex lots, one of which will also include the adjacent P1 zoned area. The lots comply with the zoning requirements and no zoning bylaw variances are being proposed. Additional to the detached or semi-detached housing subdivision, a park lot is being created on the North side of Horizon Drive and dedicated to the City of West Kelowna.

A significant amount of time and effort has been spent by the applicant on this project over the course of several years. The applicant has worked diligently with staff and invested tens of thousands of dollars' worth of background studies/reports. An active PLR application has been underway for some time, and this DP application is expected to finalize the deliverables required for the PLR to be issued for the property.

It should be noted that this DP application is specific to the Southern portion on the site only, although additional reporting (wildfire, geotech etc.) was also completed by the applicant for the park dedication North of Horizon Drive, which is outlined in more detail below.



Figure 1: Proposed Subdivision Plan.

PARK DEDICATION & OFFSITE IMPROVEMENTS

While technically a subdivision item, it is worth noting that a large portion of the site 7.34ha North of Horizon Drive will be dedicated as park. This far exceeds the 5% park dedication requirements prescribed by the Local Government Act s. 510, as it represents over 50% of the entire site.

As a compromise for a park dedication area exceeding LGA and OCP objectives, offsite frontage upgrade requirements will be limited only to works directly fronting the R1 zoned portion of the site. This is technically a variance with respect to the City's servicing bylaw but is reasonable given that no residential uses will occur on the remainder of the site frontage. The provision of the additional parkland presents a more tangible benefit for the community in this instance.

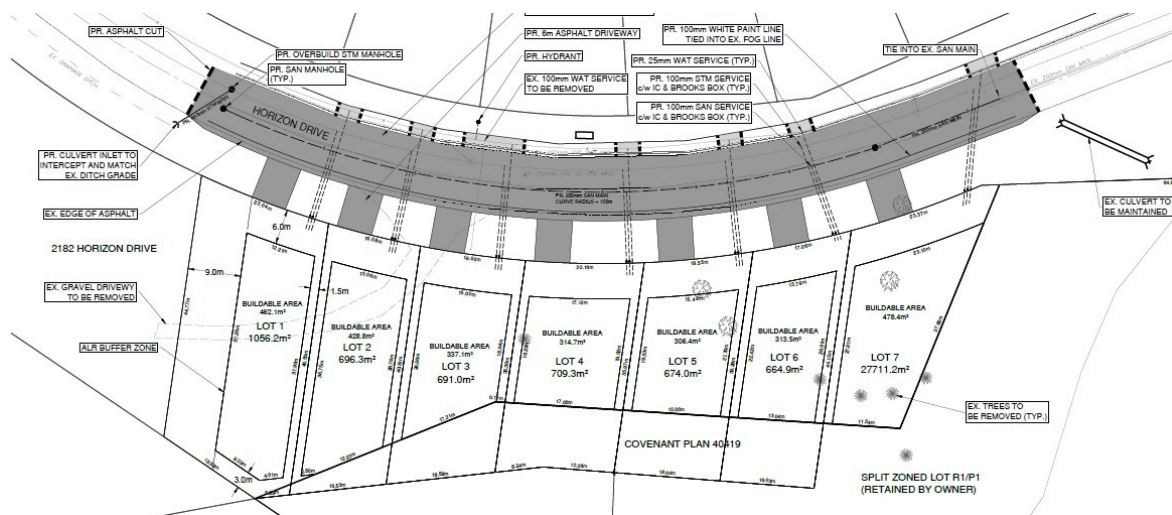


Figure 2: Proposed Frontage Improvements.

DEVELOPMENT PERMIT AREAS & PROFESSIONAL REPORTS

The professional assessments to support the development permits have been completed in accordance with the City's *STANDARDIZED TERMS OF REFERENCE FOR PROFESSIONAL REPORTS AND TECHNICAL STUDIES (2015)*. These reports are attached to the submission.

1. **AQUATIC DP** – Ecoscape Environmental Consultants Ltd. – Environmental Impact Assessment May 21, 2025.
2. **HILLSIDE DP** – Geopacific Consultants Ltd. – Geotechnical Investigation Report January 2025.
3. **TERRESTRIAL DP** – Ecoscape Environmental Consultants Ltd. – Environmental Assessment May 21, 2025.
4. **WILDFIRE (Supporting Terrestrial DP)** – Swanson Forestry Services - Wildfire Mitigation Plan January 2025.

As illustrated in each of the above reports, the proposed subdivision would facilitate residential uses on a portion of the site with minimal topographic challenges/landslide risks, low environmental sensitivity, and easily manageable wildfire risk. The only disturbance or development proposed is within the R1 zoned area, which is rated as low value ESA 3 and has a significant buffer distance between the back of lots and the Riparian Assessment Area (RAA). Moreover, the gully area running through the site, including Keefe Creek, will be able to continue serving as an important wildlife corridor for the community. The Ecoscape report determined that *“the proposed works are not anticipated to impact connectivity of this corridor to surrounding ecosystems.”*

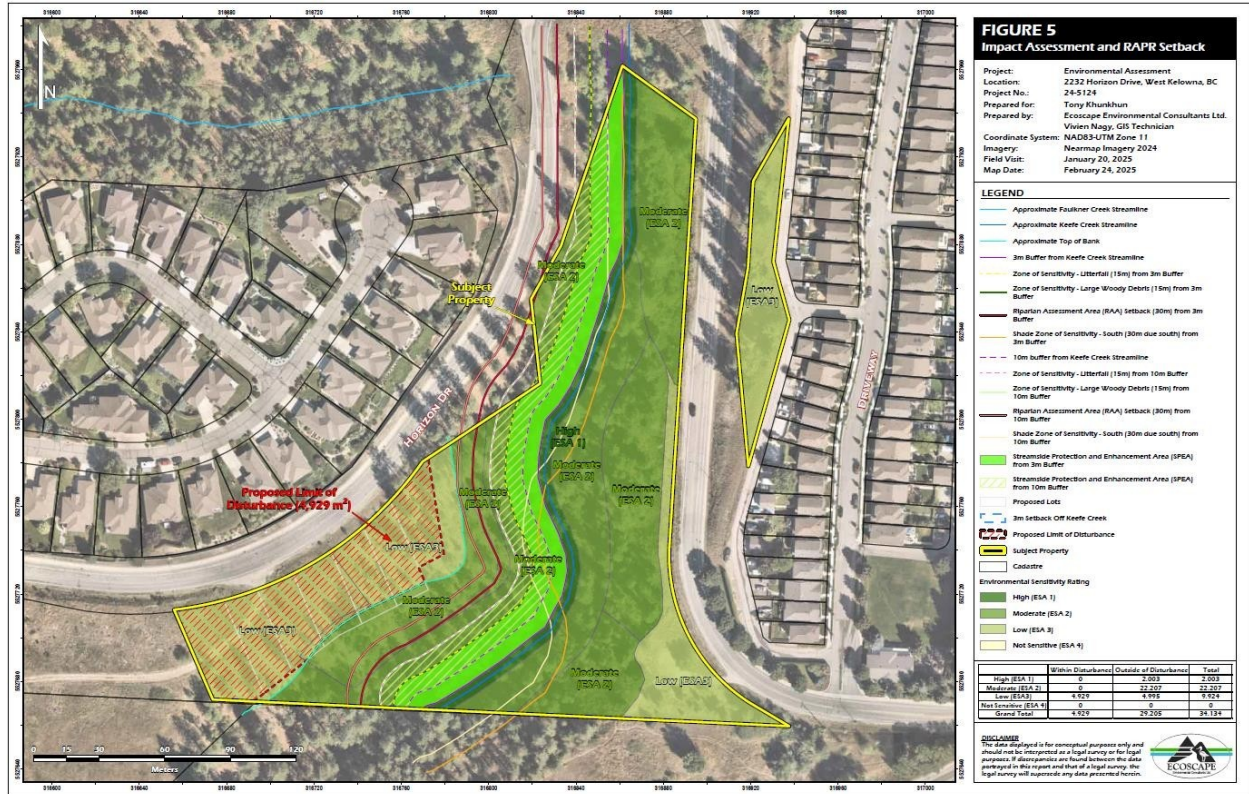


Figure 3: Proposed lots in relation to riparian assessment area (red line).

This proposal meets the respective DP Guidelines for each area within the OCP and is an excellent use of pre-zoned, easily serviced, infill land.

CONCLUSION

This development strikes a perfect balance of providing increased housing in an established neighborhood, while allocating a significant amount of park space for the community at large. Environmental, geotechnical, and wildfire risks are negligible, as development is focused on flatter, disturbed portions of the site only. We kindly request support from staff on this application.



COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **2026 Tax Rate Bylaw 0344**

Prepared by: Lisa Siavashi, Acting Chief Financial Officer

Reviewed by: Ron Bowles, Chief Administrative Officer

RECOMMENDATION:

THAT Council approve the Tax Multiplier Schedule as outlined in “Table 1” in the report from the Acting Chief Financial Officer dated April 28, 2026;

AND THAT “2026 Tax Rates Bylaw No. 0344, 2026” be read a first, second and third time.

STRATEGIC AREA(S) OF FOCUS

Property Tax Revenue supports all areas of the City of West Kelowna.

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Pursue Economic Growth and Prosperity – We will work with stakeholders throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.

Strengthen Our Community – We will provide opportunities for the residents of West Kelowna to build connections, celebrate successes, embrace the community's strengths and diversity, address shared needs, and contribute to shaping the community's future.

Foster Safety and Well-Being – We will pursue through direct action, advocacy, and collaboration with local and regional service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

BACKGROUND

The *Community Charter* section 197 requires that Council impose property taxes for the year by bylaw after the approval of the financial plan and prior to May 15th. Pursuant to Section 235 of the Community Charter, Council may use the General Collection Scheme or Alternative Tax Collection Scheme, including penalties to be applied in relation to payments made after a tax due date established by the bylaw.

As per Bylaw 0344, the due date for 2026 will be 4:30 pm July 2nd and the penalties for payments made after that date will be 10% for outstanding amounts on July 3rd, 2026.

During budget deliberations, Council approved a financial plan supported by \$52,866,798 of property tax revenue. This equated to a 7.84% increase before growth, with growth reducing the net increase to 6.638%. For an average house, assessed at \$944,579, this results in an approximate increase of \$138 for general municipal taxes. The calculations below represent the adjustments needed to distribute these amounts proportionately between the different classes after taking changes in assessments into account—both market adjustments and new construction. Growth in assessment values creates more properties to distribute the tax load over.

DISCUSSION

Tax Due Date:

For the 2026 tax year, the tax rate bylaw has been written in the traditional sense under the Charter's General Tax Collection Scheme with the penalty date for all classes set as July 3rd, 2026 for unpaid amounts as of 4:30 pm on July 2nd, 2026.

Cash Flow:

The City primarily relies on tax collection for its revenue, although it benefits from additional non-tax income sources such as utility billing and permitting, which continue throughout the fiscal year. The most significant factor influencing annual cash outflow is the scale, value, and timing of capital projects. These effects are partially mitigated by a funding structure that incorporates reserves, grants, and borrowing, allowing all to be accessed simultaneously as projects progress. Prior to tax collection, staff actively engage in cash projection modelling and tracking to assess the necessity of funds through the Revenue Anticipation Borrowing Bylaw. Thus far, the City has successfully managed cash flow without utilizing these funds; however, should circumstances shift and require revenue borrowing, staff will promptly inform Council.

Tax Multiplier Schedule and Assessments:

Tax distribution is addressed in the Financial Plan Bylaw and specifically in the City's Revenue Policy stated as: "It is Council's goal to ensure that there is a fair and equitable apportionment of taxes to each property class". The apportionment to each class is calculated using the multipliers determined by Council prior to preparing the annual tax rate bylaw. The tax multipliers will be reviewed and set by Council annually."

Similarly to 2025 staff have reviewed the proportionate mix between classes and are recommending that classes 4 and 6 (Major Industry and Business) be adjusted downwards to shift some of the assessment burden back to residential. This exercise enables residential, as the largest class, to more closely match to budget as well as alleviating some of the assessment shift tax burden away from the business/industry classes.

FINANCIAL IMPLICATIONS

When it comes to the main assessment classes, Class 1 Residential continues to shift proportionately down as does Class 5, with Class 4 and 6 increasing. With these minor shifts, Finance proposes adjusting the multipliers, as it does annually, to equalize the tax increase between Classes 4, 5, and 6. Table 1 proposes that classes 4, 5 and 6 multipliers are adjusted to 53%, 65% and 81% of their historical rates respectfully in an effort to normalize the increase. These percentage adjustments are used in a mathematical sense to flatten the rates swings and do not serve any other strategic purpose. Additionally, Class 7 Managed Forest, under which West Kelowna has zero assessment, is proposed to follow the adjustment of Class 4 Major Industry.

Table 1 (History and Proposed Ratios)	Tax Ratio			
	2023	2024	2025	2026
Property Class				
Class 1 - Residential	1.00	1.00	1.00	1.00
Class 2 - Utilities	11.24	11.24	11.24	11.24
Class 3 - Supportive Housing	1.00	1.00	1.00	1.00
Class 4 - Major Industry	2.91	1.76	1.65	1.60
Class 5 - Light Industry	2.06	1.51	1.38	1.38
Class 6 - Business & Other	2.25	1.98	1.92	1.88
Class 7 - Managed Forest	2.91	1.76	1.65	1.60
Class 8 - Recreation/Non Profit	1.00	1.00	1.00	1.00
Class 9 - Farm	1.00	1.00	1.00	1.00

In Table 2 below (multiplier scenarios) we further analyze the assessment classes. Under Scenario 1 (previous year multipliers), residential industry class would be contributing 0.3 of a percentage point less than the pre growth 7.84% budgeted rate. Scenario 2 follows and provides data for the proposed reduction in multipliers for class 4 and 6 to reduce the additional burden to those classes.

Scenario 1 (Prev year multpliers)	2025			2026			% Tax Incr Over 2025
	Tax Collected	Multiplier	% Collected	Tax Collected	Multiplier	% Collected	
Class 1 - Residential	39,905,036	1.00	85.653	42,918,532	1.00	85.083	7.55%
Class 2 - Utilities	219,508	11.24	0.471	243,662	11.24	0.483	11.00%
Class 4 - Major Industry	197,378	1.65	0.424	225,086	1.65	0.446	14.04%
Class 5 - Light Industry	1,075,085	1.38	2.308	1,149,233	1.38	2.278	6.90%
Class 6 - Business & Other	5,124,700	1.92	11.000	5,838,264	1.92	11.574	13.92%
Class 8 - Recreation/Non Profit	56,209	1.00	0.121	55,713	1.00	0.110	-0.88%
Class 9 - Farm	11,401	1.00	0.024	12,459	1.00	0.025	9.28%
	46,589,318		100	50,442,949		100	

Scenario 2 (Adjusted multpliers)	2025			2026			% Tax Incr Over 2025
	Tax Collected	Multiplier	% Collected	Tax Collected	Adj Multiplier	% Collected	
Class 1 - Residential	39,905,036	1.00	85.653	43,028,101	1.00	85.301	7.826%
Class 2 - Utilities	219,508	11.24	0.471	244,284	11.24	0.484	11.29%
Class 4 - Major Industry	197,378	1.65	0.424	218,822	1.60	0.434	10.86%
Class 5 - Light Industry	1,075,085	1.38	2.308	1,152,167	1.38	2.284	7.17%
Class 6 - Business & Other	5,124,700	1.92	11.000	5,731,228	1.88	11.362	11.84%
Class 8 - Recreation/Non Profit	56,209	1.00	0.121	55,855	1.00	0.111	-0.63%
Class 9 - Farm	11,401	1.00	0.024	12,490	1.00	0.025	9.55%
	46,589,318		100	50,442,948		100	

*total tax collected in table does not include amounts for library and storm drainage

The following table (Table 3) compares the current year's revised assessment roll and tax requisition to the previous year and indicates how the class weighting has continued to shift further towards commercial classes from residential. The shift in 2026 continues this trend from 2025, continuing to return the residential class towards the share of 84.9% in 2023. Changes in 2026 also continue to see increases in assessments for major industry and business, which makes the effects on business and industry potentially much more pronounced since the assessment share for these classes is so much less than residential.

City of West Kelowna Property Tax Comparison by Class							
General Tax Levy 2026 vs 2025							
Property Class	2025 Assessment	2025	2025 Tax	2026 Assessment	2026	2026 Tax	Change in
	Value	% Share	Requisition	Value	% Share	Requisition	%
Class 1 - Residential	14,373,356,183	85.653	39,905,036	14,360,972,545	85.301	43,028,083	-0.352
Class 2 - Utilities	7,034,201	0.471	219,508	7,253,701	0.484	244,283	0.013
Class 3 - Supportive Housing	0	0.000	0	0	0.000	0	0.000
Class 4 - Major Industry	43,087,000	0.424	197,378	45,646,000	0.434	218,822	0.010
Class 5 - Light Industry	280,604,100	2.308	1,075,085	278,655,800	2.284	1,152,167	-0.023
Class 6 - Business & Other	961,385,750	11.000	5,124,700	1,017,469,800	11.362	5,731,226	0.362
Class 7 - Managed Forest	0	0.000	0	0	0.000	0	0.000
Class 8 - Recreation/Non Profit	20,246,000	0.121	56,209	18,642,100	0.111	55,855	-0.010
Class 9 - Farm	4,106,646	0.024	11,401	4,168,771	0.025	12,490	0.000
	15,689,819,880		46,589,318	15,732,808,717		50,442,927	
Other Separate Tax Notice Items							
Library			1,944,578			2,002,931	
Storm Sewer			490,340			420,940	
Total Tax Levy		100.000	49,024,236		100.000	52,866,798	

Alternate Recommendation:

THAT Council approve the unadjusted tax multiplier as per Scenario 1 on page 4 of the report from the Acting CFO dated April 28, 2026;

AND THAT “2026 Tax Rates Bylaw No. 0344, 2026” be altered accordingly;

AND FURTHER THAT “2026 Tax Rates Bylaw No. 0344, 2026” be read a first, second and third time as altered.

PowerPoint: Yes No

Attachments:

1. B0344 Tax Rates Bylaw 2026

CITY OF WEST KELOWNA

BYLAW NO. 0344

A BYLAW TO ESTABLISH THE TAX RATES UPON REAL PROPERTY FOR THE CITY OF WEST KELOWNA AND TO PROVIDE FOR THE PAYMENT OF TAXES FOR THE YEAR 2026

WHEREAS the Council shall, pursuant to Section 197 of the *Community Charter*, in each year, adopt a bylaw to impose rates on all taxable land and improvements according to their assessed value to provide the money required for purposes specified in the *Community Charter*;

AND WHEREAS the Council may, pursuant to Section 235 of the *Community Charter*, use the Alternative Tax Collection Scheme, including penalties to be applied in relation to payments made after a tax due date established by such bylaw;

THEREFORE BE IT RESOLVED that the Municipal Council of the City of West Kelowna, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title:

This Bylaw may be cited as the "2026 TAX RATES BYLAW NO. 0344, 2026".

2. Definitions:

"CHIEF FINANCIAL OFFICER" Means the person duly appointed by Council and includes his/her Deputy.

"CITY" Means the City of West Kelowna

3. Tax Rate Multiplier

The Multiplier factor used to establish the Tax Rates for general municipal purposes is as follows:

Property Class	Multiplier 2026
Class 1 - Residential	1.00
Class 2 - Utilities	11.24
Class 3 - Supportive Housing	1.00
Class 4 - Major Industry	1.60
Class 5 - Light Industry	1.38
Class 6 - Business & Other	1.88
Class 7 - Managed Forest	1.60
Class 8 - Recreation/Non Profit	1.00
Class 9 - Farm	1.00

4. Tax Rates for General Municipal Purposes

Tax rates for all lawful general purposes, as shown in column 'A' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of West Kelowna for 2026.

5. Tax Rates for Regional District of Central Okanagan

Tax rates for the payment of the Regional District of Central Okanagan requisition, excluding tax rates for the SIR requisition under Section 6 as shown in column 'B' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided under Section 384 of the *Local Government Act* and as shown upon the Real Property Tax Roll for the City of West Kelowna for 2026.

6. Tax Rates for Regional District of Central Okanagan SIR Program

Tax rates for the payment of the Regional District of Central Okanagan requisition for the SIR Program, as shown in column 'C' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land according to their assessed value on the basis provided under Section 384 of the *Local Government Act* and as shown upon the Real Property Tax Roll for the City of West Kelowna for 2026.

7. Central Okanagan Regional Hospital District

Tax rates for the payment of the Central Okanagan Regional Hospital District requisition, as shown in column 'D' of Schedule 'A' Page 1 attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided by Section 26 of the *Hospital District Act* and according to their assessed value as shown upon the Real Property Tax Roll for the City of West Kelowna for 2026.

8. Tax Rates for General Municipal Purposes – Library

Tax rates for all lawful general purposes, as shown in column 'E' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes – Library for the City of West Kelowna for 2026.

9. Tax Rates for General Municipal Purposes – Sanitary Storm Sewer

Tax rates for all lawful general purposes, as shown in column 'F' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes – Sanitary Storm Sewer for the City of West Kelowna for 2026.

10. Rates and Taxes Payable to the City of West Kelowna

The rates and taxes named under this Bylaw shall be levied, raised and collected for the purposes stated, and shall be payable to the City of West Kelowna at the City Hall.

11. Alternative Tax Collection Scheme

Under section 235, of the *Community Charter*, Council may use the Alternative Tax Collection Scheme and in doing so must establish the property tax due date and penalty due date(s) for the year. Unless Section 12 applies, the rates and taxes named under this bylaw are due and shall be paid in accordance with sections 4, 5, 6, 7, 8 and 9 of this bylaw on or before 4:30 p.m., July 2, 2026.

12. Election to Pay Under General Tax Collection Scheme

An owner may elect to pay the rates and taxes named under this bylaw in accordance with the General Tax Collection Scheme established under Part 7: Division 10 of the *Community Charter* by giving written notice of that election to the Chief Financial Officer at his/her office at the City of West Kelowna offices on or before June 15, 2026. If an owner does not make election under this section, the Alternative Tax Collection Scheme applies to the rates and taxes payable by that owner.

13. Penalties

Under section 234(2) of the *Community Charter*, the Lieutenant Governor in Council may make regulations establishing penalties and interest that must be applied by municipalities in relation to payments made after the tax due date of July 2nd as above. Pursuant to *Municipal Tax Regulation 426/2003, section (3)*, upon the 3rd day of July, 2026, or as soon thereafter as is practicable, the Chief Financial Officer shall add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City for 2026, ten (10) percent of the amount unpaid as of 4:30 pm on the 2nd day of July, 2026.

14. Supplementary Tax Rolls

14.1 Upon receipt of a Supplementary Tax Roll from B.C. Assessment, the Chief Financial Officer shall levy taxes in accordance with the rates specified in Schedule 'A' of this Bylaw according to the taxable values as shown on the Supplementary Tax Rolls.

14.2 For each Supplementary Tax Roll, the Chief Financial Officer shall add penalties to the unpaid amounts as follows:

(a) Where Supplementary Tax Notices are sent before the 7th day of June, 2026, penalties shall be added as set out in Section 13 of this Bylaw.

- (b) Where Supplementary Tax Notices are sent after the 7th day of June, 2026; ten percent (10%) shall be added on any amount unpaid after one hundred and twenty (120) days.

READ A FIRST TIME THIS
READ A SECOND TIME THIS
READ A THIRD TIME THIS
ADOPTED ON

MAYOR

CORPORATE OFFICER



INFORMATION ONLY COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **2026 Department Statistics – 1st Quarter**

Prepared by: Krista Ramirez, Executive Coordinator

Reviewed by: Ron Bowles, Chief Administrative Officer

INFORMATION SUMMARY

There is no recommendation. This report is for information only.

BACKGROUND

The attached report provides an overview of operational activities and statistical findings for the first quarter of 2026.

PowerPoint: Yes No

Attachments:

City of West Kelowna – 1st Quarter Statistics

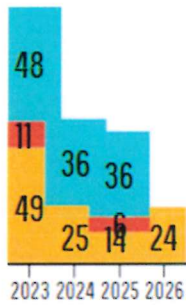
West Kelowna Fire Rescue 2026 Q1



	OVERALL STRENGTH	Career Firefighters	Paid-On Call Firefighters	Admin & Chiefs	Prevention
Q1 2025	99	42	47	7	3
Q1 2026	113	44	58	7	4

Note: 18 newly hired POC Firefighters started Jan 6, 2026

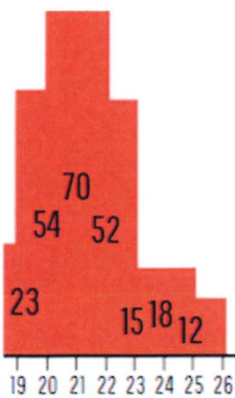
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Q1 Q2
Q3 Q4

Burning Permits

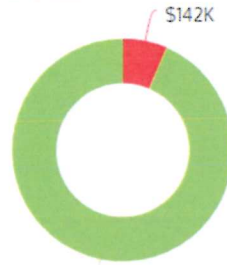
Open burning season scheduled to end April 30



FireSmart Grants

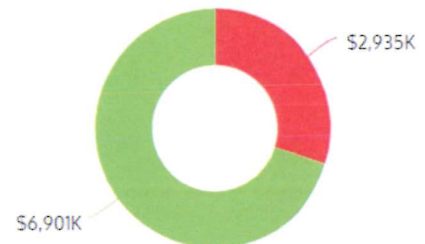
2026 Program being evaluated

Q1 2025



\$2,067K
\$142K
\$ LOST \$ SAVED

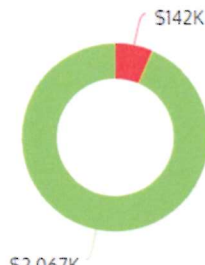
Q1 2026



\$6,901K
\$2,935K
\$ LOST \$ SAVED

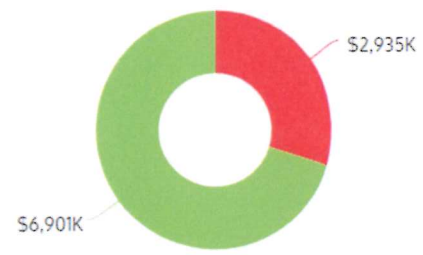
Dollars lost represents the value of property damaged due to fire events, while dollars saved represents the property value undamaged and saved. This metric is useful to evaluate the effectiveness of fire service.

2025 YTD



\$2,067K
\$142K
\$ LOST \$ SAVED

2026 YTD



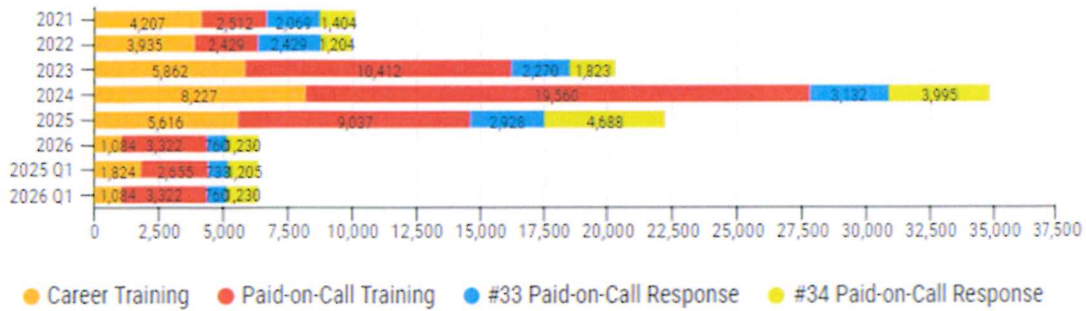
\$6,901K
\$2,935K
\$ LOST \$ SAVED

Fire Inspections Completed

COVID restrictions reduced inspections completed in 2020 and 2021. McDougall Creek Wildfire reduced inspections in Q3 & Q4 2023.



Activity Hours

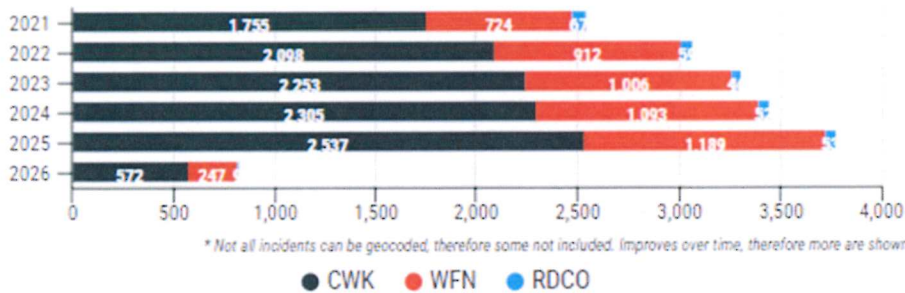


* 2023/24 POC Training Hours includes hours spent by Recruit Classes in basic training
 * 2025 POC Training Hours decreased as there was no POC Recruit Class in 2025

Incidents



Incident Locations



* Not all incidents can be geocoded, therefore some not included. Improves over time, therefore more are shown.



18

New Paid-On-Call Recruits

POC Recruit Class #30 commenced training on January 6, 2026. These men and women will train on Saturdays, Sundays and Tuesday evenings until they are ready for service in June.



Electric Rescue Tools

After early approval in the 2026 Budget, new ELECTRIC Rescue Tools have arrived. Firefighters have been trained and the new tools are now in service. This upgrade to our rescue technology allows rescuers to cut through high-tensile steel found in newer automobiles using battery power.



WEST KELOWNA POLICE SERVICES

West Kelowna Policing Priorities

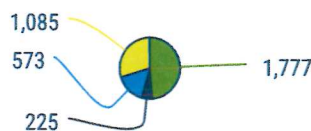
2026 Q1 Report - Community Highlights



- Officers continue to conduct regular pro-active patrols in various 'hot spot' locations throughout the City of West Kelowna, WFN and Peachland.
- This quarter, the Traffic Unit conducted many proactive impaired driving initiatives.
- The Traffic Section, with assistance from the West Kelowna Crime Reduction Unit, has been taking proactive steps to address community concerns regarding motorists failing to stop for school buses. Officers accompanied school bus drivers on their routes and monitored busy pickup and drop off locations throughout West Kelowna. This initiative aims to identify and address drivers who do not stop when buses activate their flashing red lights and extend their stop signs, while children are boarding or exiting.
- A dumpster fire at FRIND winery was deemed arson. Still under investigation (SUI).
- The Indigenous Policing Section (IPS) hosted the fourth annual community basketball game this quarter. The team consisted of IPS, Westbank First Nation (WFN) Chief and Council, Mayor of West Kelowna, CNB students, officers and staff from the West Kelowna RCMP. This event was organized to strengthen relationships between local youth, elders, the WFN community, the broader West Kelowna community, and the police. The event also served as a fundraiser, with proceeds supporting youth-focused Truth and Reconciliation initiatives.
- This quarter, the Crime Reduction Unit (CRU) targeted shoplifters, resulting in 18 related incidents. These efforts led to multiple investigations, some of which may result in charges, referrals to Restorative Justice and store bans. Additionally, approximately \$3,000 in stolen merchandise was recovered.
- CRU had three pro-active files resulting in CDSA seizures, along with a recovery of a replica firearm.
- With the assistance of the Emergency Response Team (ERT), a search warrant was executed at a well-known residence. During the search, 2 handguns, 2 ballistics vests, various CDSA pills, fentanyl mixing equipment and a drug press, as well as assorted stolen property, and \$11,000 in cash were seized. The file is SUI.
- A break and enter in progress was reported at a local storage compound. Officers attended and established containment while awaiting the Police Dog Service (PDS). Upon arrival, PDS and officers tracked the suspect into a neighbouring storage yard. The suspect was arrested, transported to Kelowna Cells, and held for bail hearing.
- This quarter, there were two separate incidents involving individuals unlawfully in Canada. The individuals were directed to attend an in-person hearing with Vancouver Immigration.
- A plain clothes officer witnessed a male driver and passenger as they drove past him in the parking lot. The suspect vehicle parked and waited for City workers to exit the lot. The suspects then exited their vehicle and entered the City yard. The officer called for backup, and upon their arrival the officers entered the compound, located the suspects, and made an arrest. The suspect was subsequently released on an Undertaking (UTA), and the vehicle was impounded for 7 days.
- Officers conducting proactive patrols observed a suspicious vehicle parked the wrong direction in front of a stop sign. Upon contact with the driver, an officer observed a rifle on the passenger-side floorboard. The driver was arrested, and a search was conducted for officer safety. During a subsequent search of the vehicle incidental to arrest, officers located methamphetamine, a Glock 9mm handgun with a prohibited-capacity magazine within the same pouch, and plastic brass knuckles. The driver was exhibiting signs of impairment by a drug and was issued a 24-hour driving prohibition. The vehicle was impounded, and the driver was lodged in cells overnight for release by way of Undertaking.

CALLS FOR SERVICE

2026 Q1 ZONE COMPARISONS



● WEST KELOWNA ● PEACHLAND
● PROVINCIAL (excluding WFN) ● PROVINCIAL (WFN)

2025 Q4 AND 2026 Q1 WEST KELOWNA COMPARISONS



MEMBER STRENGTH (ESTABLISHMENT)

# OF RCMP MEMBERS	# OF GD MEMBERS	MUNICIPAL	PROVINCIAL	PEACHLAND	INDIGENOUS POLICING SERVICES	VACANCY RATES (MUNICIPAL & PROVINCIAL)	# OF WSO's
61	32	40	15	4	3	8	2

*Vacancy Rates include long-term ODS, Maternity/Paternity/Suspension

*Vacancy Stats are compiled on the first day of each quarter



PRIORITY: REINFORCE ROAD SAFETY

OBJECTIVE	MEASURABLE	2025 Q4	Q1	Q2	Q3	Q4	YTD (Q1-Q4)
Increase visibility of Traffic Section	Number of police officers in the traffic section	3	3				3
	Number of school zone initiatives - Traffic Unit	85	60				60
	Number of school zone initiatives - Community Policing	4	0				0
Target impaired driving by alcohol and drug	Number of impaired driving violations and recommended charges	2	8				8
	Number of immediate roadside prohibitions	29	48				48
	Number of 24 hours suspension by drug or alcohol	4	11				11
Reduce motor vehicle collisions	Number of MVI over/under \$10,000	75	138				138
	Number of motor vehicle incident fatalities	0	0				0
	Number of motor vehicle incident injuries	16	29				29
	Number of speeding violations	75	151				151
	Number of excessive speeding violations	0	6				6
Target prohibited drivers	Number of recommended charges submitted to BC Prosecution Service for prohibited drivers removed from the road	0	0				0
	Violation Tickets	337	538				538
Traffic offences	Notice and Orders/Warnings	148	327				327
	Electronic Devices	48	60				60



PRIORITY: REDUCE AND PREVENT PROPERTY CRIME

OBJECTIVE	MEASURABLE	2025 Q4	Q1	Q2	Q3	Q4	YTD (Q1-Q4)
Reduce residential and commercial break and enters	Number of residential break and enters	4	12				12
	Number of commercial break and enters	8	14				14
Increase the number of recommended charges for theft under \$5,000 with a focus on theft from auto and recidivism in shoplifting	Number of files where recommended theft under \$5,000 charges are forwarded to BC Prosecution Service	3	3				3
	Number of files where recommended theft under \$5,000 from Motor Vehicle charges are forwarded to BC Prosecution Service	2	0				0
	Number of files where recommended theft under \$5,000 for shoplifting charges are forwarded to BC Prosecution Service	2	38				38
	Number of stolen vehicles	7	34				34
Implement intelligence-led projects & initiatives focused on repeat and problem offender	Number of theft from Motor Vehicles	36	48				48
	Number of curfew checks	143	176				176
	Number of bait vehicle deployments	2	5				5



PRIORITY: ABATE VIOLENT CRIME

Objective	Measurable	2025 Q4	Q1	Q2	Q3	Q4	YTD (Q1-Q4)
Form and begin staffing a new Drug Section to address rising gang/drug trafficking/weapons	Number of police officers in the Drug Section	4	4				4
Reduce Assaults	Number of common assaults	50	73				73
	Number of sexual assaults	7	9				9
	Number of assault with weapon or CBH	14	22				22
	Number of uttering threats/harassment	27	64				64
Raise awareness of intimate partner violence and availability of support programs	Number of violence in relationships files	41	64				64
Increase visibility in violent crime hot spot areas	Number of homicides	0	0				0
	Number of attempt murder	0	0				0
	Number of robberies	2	2				2
Disrupt mid-high level criminal activity in West Kelowna	Number of files where recommended drug charges are forwarded to BC Prosecution Service	11	5				5
	Number of drug investigations	65	55				55
	Number of firearms seized	20	19				19



MISCELLANEOUS FILES

OBJECTIVE	MEASURABLE	2025 Q4	Q1	Q2	Q3	Q4	YTD (Q1-Q4)
Miscellaneous	Sudden death	16	37				37
	Missing persons	14	38				38
	Fraud	49	69				69
	False alarm	17	54				54
	Mental health	61	101				101
	Dropped 911	42	80				80
	Disturbing the peace	53	69				69
	Noise Bylaws	25	47				47

	Q1 - 2026 Stats West Kelowna, Provincial, WFN, Rural and Peachland					West Kelowna 4 -Year Annual Trend				
	West Kelowna	Provincial Not Including WFN	WFN	Total Provincial Area	Peachland	2022	2023	2024	2025	4-Year Annual Trend Line
TOTAL CALLS FOR SERVICE	1777	573	1085	1658	225	8539	8255	8492	8660	
Homicide	0	0	0	0	0	1	0	0	0	
Attempt Murder	0	0	0	0	0	0	0	1	1	
Robbery	1	0	0	0	1	9	2	11	6	
Common Assault	41	7	22	29	3	178	199	179	193	
Assault w/Weapon or CBH	11	3	5	8	3	43	50	49	59	
Sexual Assault	5	3	1	4	0	22	31	24	25	
Violence In Relationships	32	12	17	29	4	159	156	180	196	
Utter Threats / Harassment	34	9	16	25	5	107	118	143	113	
TOTAL VIOLENT OFFENCES	124	34	61	95	16	519	556	587	593	
B & E Business	14	0	6	6	1	73	58	81	44	
B & E Residential	6	2	3	5	1	61	31	33	25	
Stolen Vehicles	13	5	10	15	2	94	47	57	41	
Theft from MV	25	7	10	17	5	247	133	173	123	
TOTAL PROPERTY OFFENCES	58	14	29	43	9	475	269	344	233	
Notice & Orders / Warnings	180	*see note	*see note	135	12	180	177	183	360	
Electronic Device	53	*see note	*see note	7	0	18	35	31	240	
Refusal	1	0	1	1	2	2	1	6	2	
24 hour suspension (drug or alcohol)	9	0	1	1	0	6	13	29	31	
12 hour suspension (drug or alcohol)	4	0	3	3	0	25	34	22	31	
Warn (3, 7 or 30 day)	4	3	7	10	0	23	11	17	27	
Fail ASD - 90 day	20	4	9	13	1	89	50	46	51	
Refuse ASD - 90 day	2	0	1	1	0	14	10	11	7	
MVI Fatal	0	0	0	0	0	3	0	2	2	
MVI Injury	13	9	6	15	1	45	42	45	73	
All other MVI	43	50	34	84	11	333	285	237	313	
TOTAL TRAFFIC OFFENCES	329	66	62	270	27	738	658	629	1137	
Possession (PPT) / Trafficking	7	0	8	8	0	11	11	14	170	
Disturbing the Peace	41	3	23	26	2	219	212	246	249	
Noise Bylaws	27	6	12	18	2	167	160	157	125	
Missing Persons	19	11	7	18	0	69	66	51	47	
Fraud	36	14	14	28	5	133	134	188	173	
False Alarm	23	15	14	29	2	382	363	276	137	
Mental Health	57	9	30	39	5	205	199	241	242	
OTHER NOTABLE OFFENCES	210	58	108	166	16	1175	1134	1159	1143	

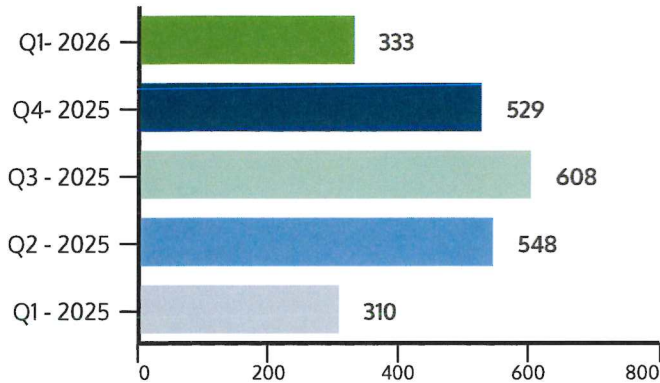
* Motor Vehicle statistical information for 2023 and going forward will encompass all traffic infractions including unfounded.

**Electronic Devices statistics have a 2 year retention - 2022 statistics have purged

**Unable to capture the provincial hardcopy tickets, for notice & orders/warnings and electronic devices, separately

Bylaw Services Q1 - 2026

Bylaw - Calls for Service

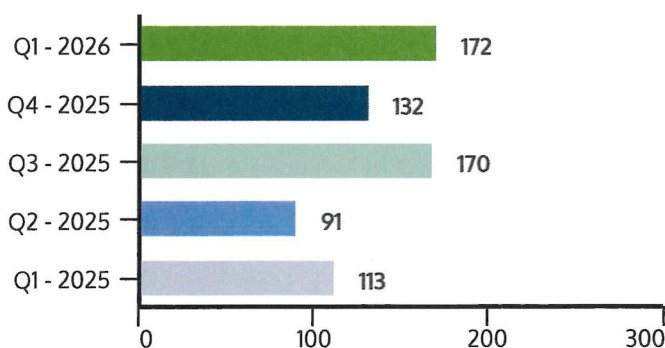


- In Q1, Bylaw opened 333 new investigation files. 52 files remain active.
- 76 Bylaw Offence Notices, and 61 Warnings were issued.
- Bylaw increased patrols by general duty officers for community safety and continued efforts in tackling non-permitted parking and signage throughout the community.
- There was an increase in number of contracted clean ups and services in Q1, targeting construction-related unsightliness and persistent problem properties.
- All officers have transitioned to a consolidated data entry process for unsheltered matters, aligning with a reduction in Parks & Public Spaces bylaw files and a corresponding rise in Unsheltered files.



- Traffic Bylaw (148)
- Good Neighbour (62)
- Signs (41)
- Zoning (19)
- Assist Other CWK Dept. (17)
- Solid Waste Management (12)
- Other (11)
- Parks & Public Spaces (8)
- Building Regulations (5)
- Short Term Rentals (3)
- Secondary Suites (3)
- Business Licensing (2)
- Fire Regulations (2)

Unsheltered - Calls for Service



- Westbank Centre remains the primary area for the unsheltered community.
- Bylaw observed fewer unsheltered individuals than the seasonal average, along with fewer long term encampments identified or reported.

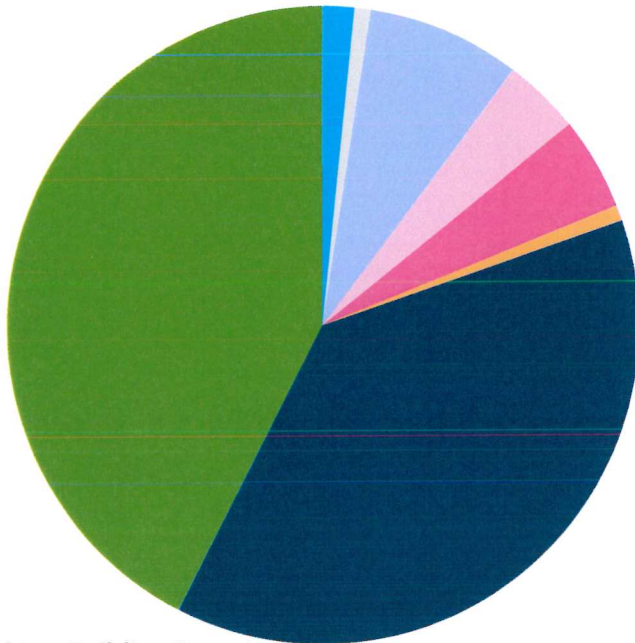


- Proactive Patrols (97)
- Request for Patrols (25)
- Camps/Structures/Vehicles (22)
- Wellness Checks (18)
- Abandoned Chattel/Community Clean Ups (10)

Development Services Q1 - 2026

Building

Building Permit Types



- Single Family Dwellings (2)
- Single Family Dwellings w suite (0)
- Carriage Houses (1)
- Secondary Suite- Conversion To Include (10)
- Multi-Family Dwellings (5)
- Swimming Pools (6)
- Residential Demolitions (1)
- Residential Additions/Alterations (48)
- Other (54)

*Other includes: Detached Accessory Buildings, Signs, Sewer and Water Servicing Connections, Commercial/Institutional/Agricultural (New Construction, Additions and Alterations)

Q1 Highlights – Building Department

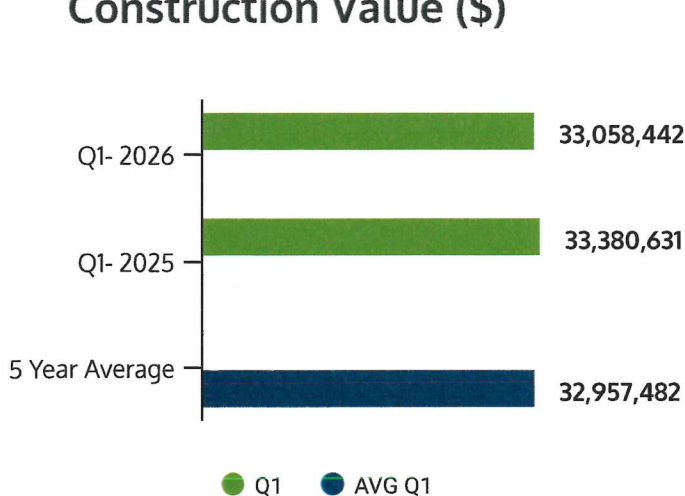
Inspections:

- 751 inspections were performed in Q1. Of these inspections, 35 were related to Business Licensing in support of application approvals.

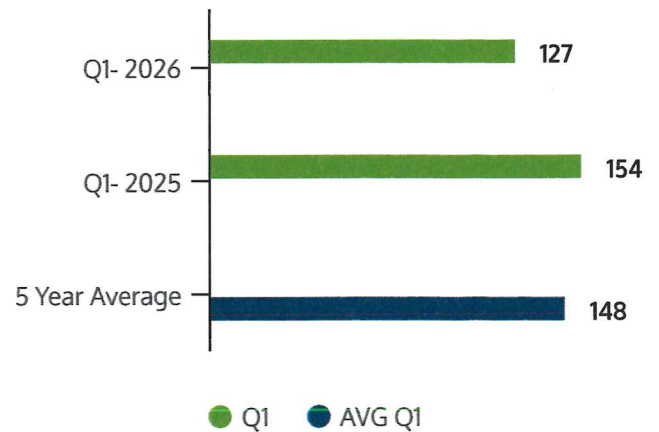
Permit Trends:

- Q1 Exhibits steady residential development activity, particularly for additions, alterations and secondary suite construction.

Construction Value (\$)



Building Permits Issued



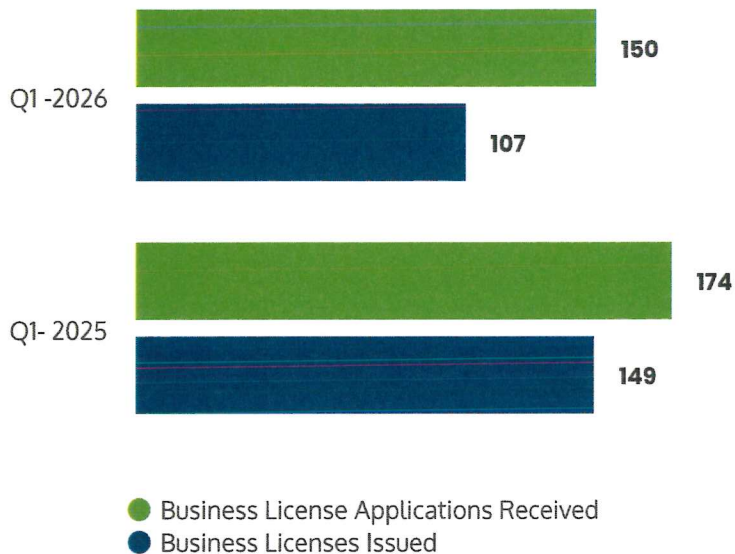
*Q1 2026 is compared to an average of Q1 2025.

**The five-year average includes data from 2022 through 2026. Year-to-date comparisons will be reported following the completion of Q2.

Development Services Q1 - 2026

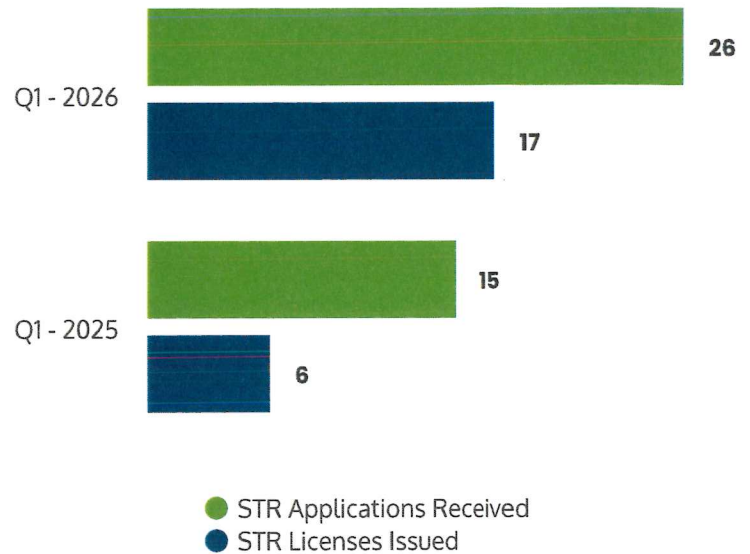
Business Licensing

Business Licenses Q1



*Most of the delinquent licenses are waiting for building permit compliance prior to license approval

Short Term Rentals Q1



*Of the above 26 STR applications, 12 are for STRs, 8 are for STR B&B and 6 are for New Resort Zone.

Business Licensing Overview:

- The total number of active business licenses in West Kelowna is 2,288. With 2082 renewals to date.
- Of the 2,288, The City has issued 835 Intercommunity Business Licenses, including both new and renewed.
- As of April 1st 2026, there are 379 active Short Term Rentals, comprised of 122 Resort Accommodations, 126 Bed and Breakfast STRs, 127 STRs and 4 Agri-Tourism Units.

Q1 2026 STR Enforcement



- There have been 3 investigations conducted, resulting in enforcement action for 1 property and a total fine of \$100. No enforcement files have carried over from 2025, as all prior investigations closed.

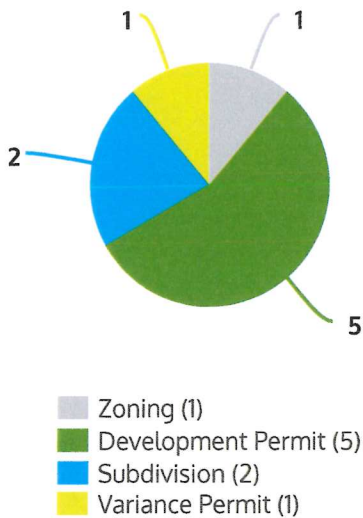
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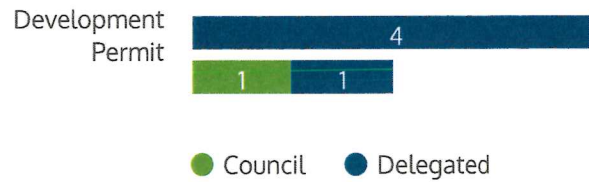
Development Services Q1 - 2026

Planning

Planning Applications Received

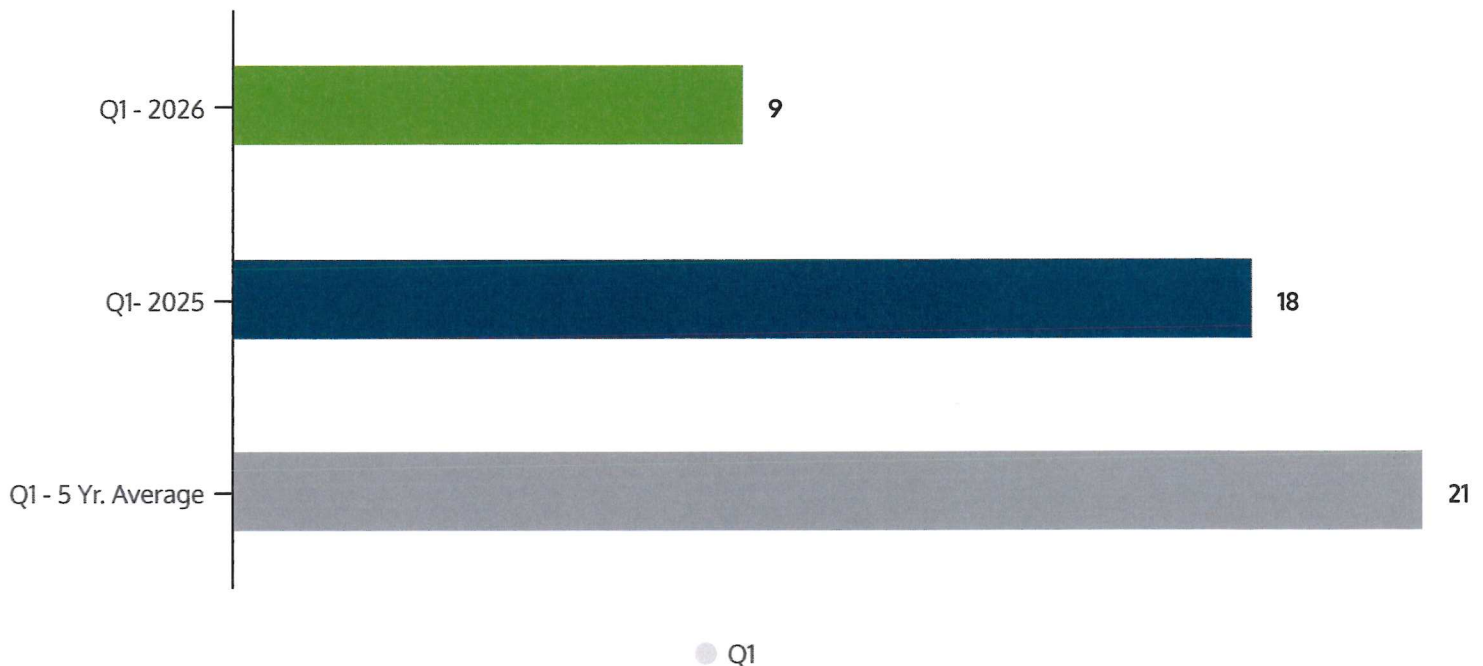


Planning Applications Considered Council vs Delegated



- Council considered 4 items for Zoning Amendments/ Development Variance Permit, with 1 adopted, 2 given 1st, 2nd & 3rd readings, and 1 considered.
- Council considered 6 items for Long-Range project files.

Planning Applications Received



*Q1 2026 is compared to an average of Q1 2025.

**The five-year average includes data from 2022 through 2026. Year-to-date comparisons will be reported following the completion of Q2.

Development Services Q1 - 2026

Planning

Approved By Delegated Authority

Development Permits

DP 25-04.01, Goats Peak PH2

Amendment to a Hillside, Sensitive Terrestrial and Wildfire DP to facilitate a 48-lot subdivision.

DP 25-06, Glen Eagles PH3

Hillside and Wildfire Development Permit to facilitate a 51-lot subdivision.

DP 26-01, Green Bay Rd

Aquatic Development Permit for foreshore restoration.

DP 26-02, Westbay Rd

Aquatic Development Permit for foreshore restoration.

Development Variance Permit

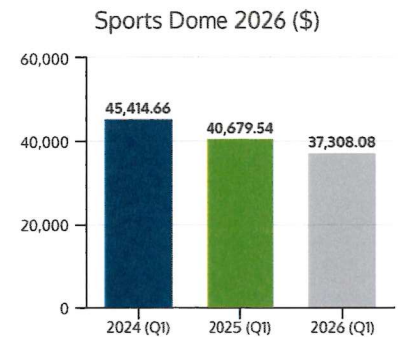
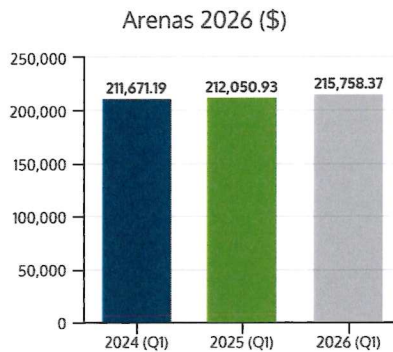
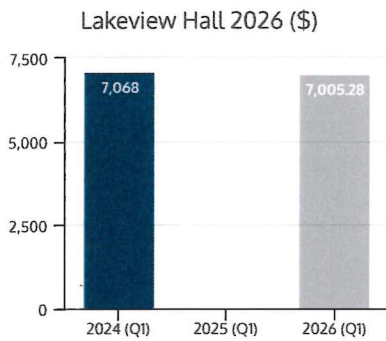
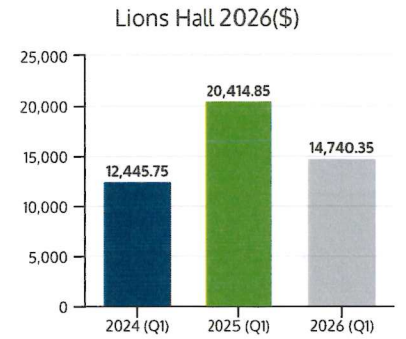
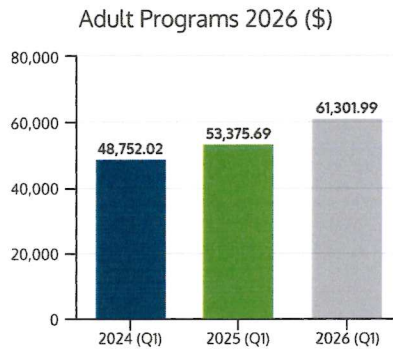
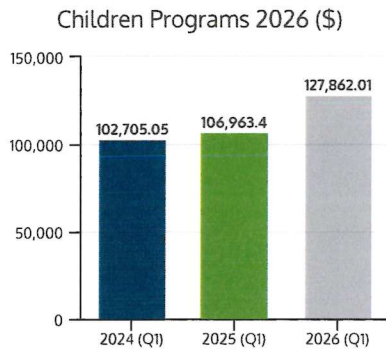
DVP 25-09, Shannon Lake Rd

Variance for retaining wall height.

Long Range Project Updates

- **A Zoning Bylaw Review** for short-term rentals in Compact Single Detached and Duplex Zone (RC3) was completed on January 13th.
- **HAF Pre-Approved Building Plans & Designs** was adopted by Council on January 27th, alongside Guidelines and a fast-track process.
- **Official Community Plan Amendments** to align the Provincial Small-Scale Multi-Unit Housing and the Interim Housing Needs Assessment was adopted by Council on January 27th.
- The **Grow a Suite Grant Program** was endorsed by Council on February 24th.
- **Front of the Line Procedure** and **Community Development Customer Service Staff Standard** were approved by Council on February 24th.
- **Concurrent development application processes** were established to streamline application processing.
- **Civic Addressing Bylaw No. 0333** was considered by Council on March 24th.

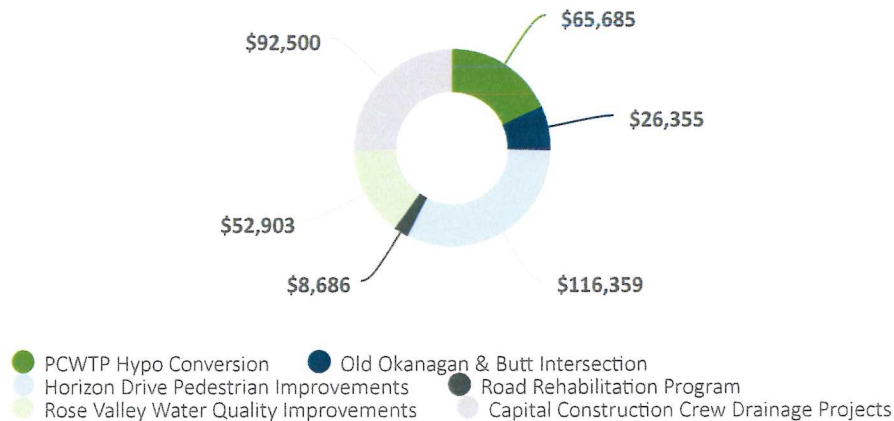
Recreation and Facilities Q1 - 2026



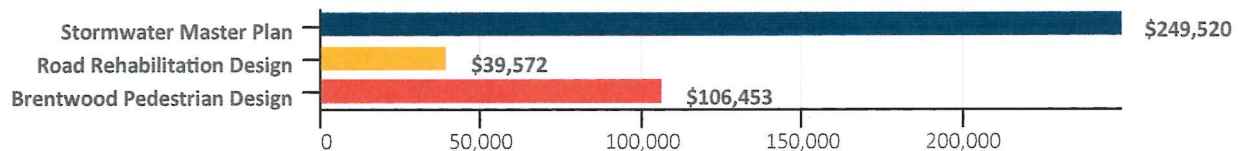
Capital & Development Engineering Q1 - 2026

Capital Engineering

2026 Q1 Infrastructure Investments



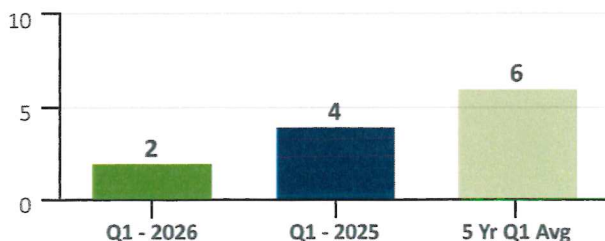
Request for Proposals Awarded - Construction Value



- 95% Transportation Master Plan
- 75% Elliott Road Design
- 95% Dam Safety Review
- 95% Sanitary Master Plan
- 50% Rose Valley Reservoir Source Improvements
- 70% Water Master Plan

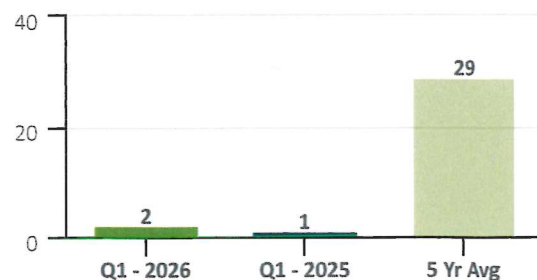
Development Engineering

Q1 Subdivision Applications



- 2 applications to date in 2026, compared to 19 in 2025

Q1 New Lots Created



- Approximately 436 additional lots currently in stream from 54 applications

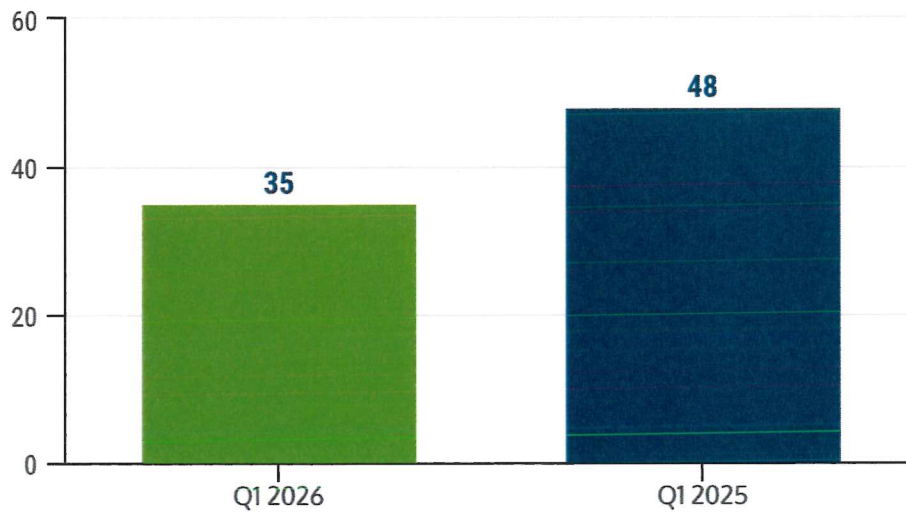
Human Resources Q1 - 2026

Employee Head Count



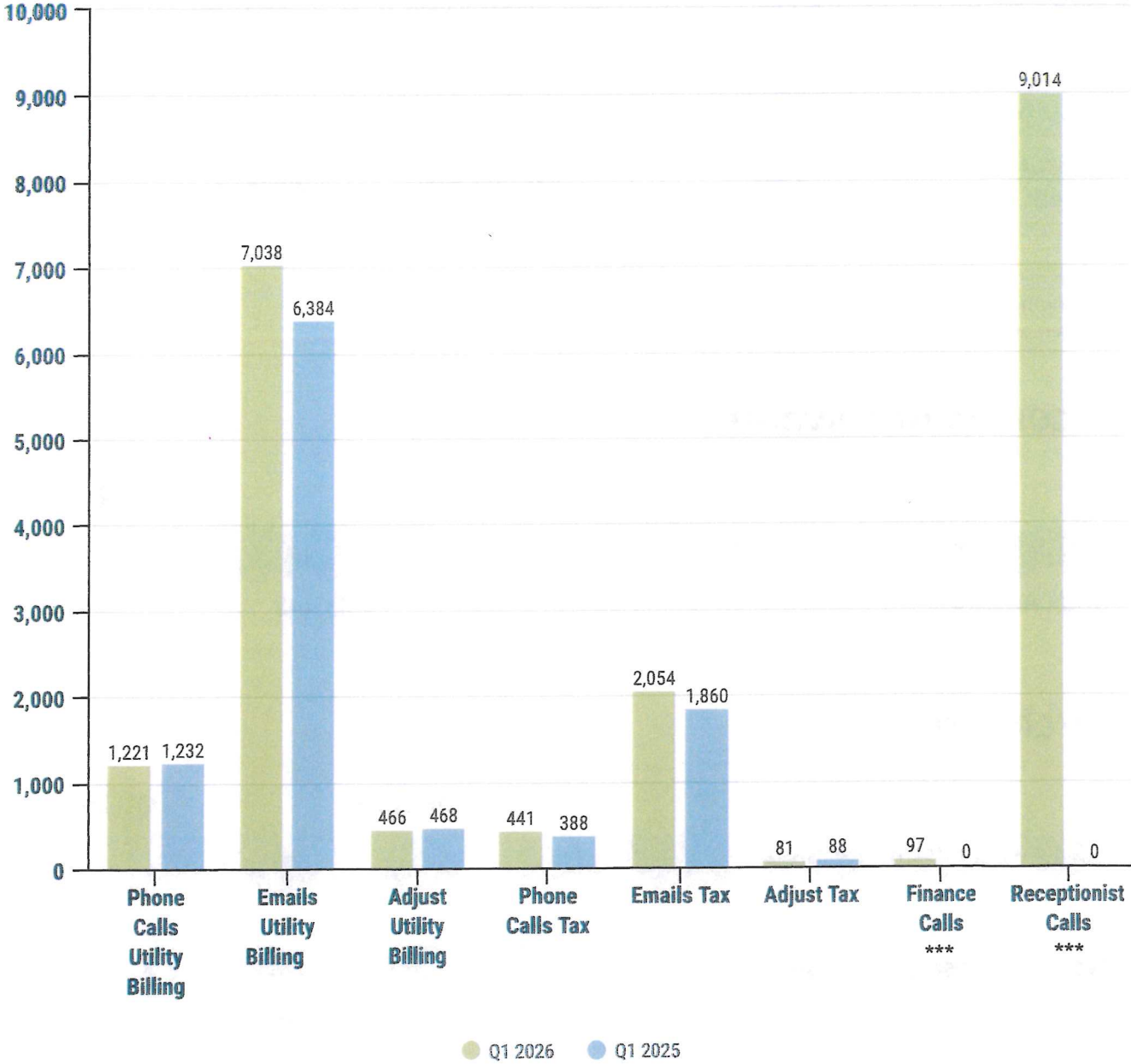
City of West Kelowna
Employees Q1: 387 (2026)
Includes POC, etc

Vacancies Filled



Finance Department - Q1 2026

Department Statistics (Jan - Mar)



*** Finance & Reception calls are now being tracked.

Operational areas of Finance featuring tax and utility billing issues dealt with and resolved by telephone or email by Quarter.

Finance Department - Q1 2026

Accounts Payable

	Q1 - 2026 # of invoices	Q1 - 2026 Total	Q1 - 2025 # of invoice	Q1 - 2025 Total
Non EFT Invoices	108	\$1,196,199	126	\$923,476
EFT Invoices	1,306	\$9,849,334	1,063	\$10,487,433
PAP/MC Invoices	1,798	\$5,742,939	1,784	\$7,345,750
Total Invoices Processed	3,212	\$16,788,471	2,973	\$18,756,659

EFT - Electronic Fund Transfer
 PAP - Pre-Authorized Payment
 MC - MasterCard

Accounts Receivable

	Q1 - 2026	Q1 - 2025
Total Invoices	142	159
Total Amount	\$513,448	\$489,816

Purchasing

	Q1- 2026	Q1- 2025
No. of Issued RFP/RFQ/Tenders	13	23
No. of Purchase Orders Issued	126	153
Total Amount	\$3,131,748	\$10,965,503

Invoices processed from vendors, Invoicing to Customers, Tenders/RFPs and Purchase Orders Processed by Quarter

Finance Department - Q1 2026

Revenue	Jan-Mar 2026 YTD	2026 Annual Budget	Percentage of Budget Used
Development Services	\$877,908	\$3,063,470	29%
Facilities	338,157	1,906,996	18%
Operational Recoveries	493,422	5,815,741	8%
Other income	980,894	3,632,733	27%
Recreation	197,549	600,000	33%
Sewer Utility	2,271,295	9,230,115	25%
Solid Waste	781,663	2,538,144	31%
Taxation	4,903,235	72,358,937	7%
Transit	3,864	875,385	0%
Water Utility	3,495,920	28,441,185	12%
	\$14,343,906	\$128,462,706	11%

Expenses	Jan-Mar 2026 YTD	2026 Annual Budget	Percentage of Budget Used
Corporate and Admin	\$2,463,350	\$11,991,667	21%
Cemetery	52,972	420,558	13%
Development Services	952,571	5,264,194	18%
Engineering	305,098	1,514,870	20%
Facilities	1,280,666	5,298,817	24%
Fleet	191,899	715,714	27%
Library	505,330	2,002,931	25%
Museum	1,734	135,360	1%
Operations Yard	46,391	250,083	19%
Parks	771,306	4,760,490	16%
Protective Services	4,166,682	27,079,918	15%
Recreation	412,398	1,987,426	21%
Roads	867,046	5,171,807	17%
Sewer Utility	634,291	9,140,115	7%
Solid Waste	409,397	2,214,267	18%
Storm Drainage	88,862	420,940	21%
Transfer to Reserve	-	12,754,407	0%
Transit	376,871	3,241,030	12%
Water Utility	2,699,284	19,274,877	14%
	\$16,226,149	\$113,639,471	14%

Finance Department - Q1 2026

Capital Projects Status						Funding Source				
Project Yr.	Total nNo. of Projects Approved	No. of Projects (WIP)	(WIP) Total (Actual Spent + Committed)	(WIP) Approved Budget of Remaining Projects	(WIP) Percentage of Remaining Projects Completed	For Approved Budget				
						Reserve	DCC	Debt	Grants	Others
2026	61	61	338,138	16,815,940	2%	12,113,690	2,872,000	697,500	944,750	188,000
2025	87	51	10,563,521	16,916,574	62%	10,964,649	90,000	1,743,239	4,118,686	-
2024	88	30	8,990,311	17,148,953	52%	11,354,575	1,020,099	4,119,423	654,856	-
2023	76	12	7,784,637	8,619,409	90%	4,509,414	173,398	3,931,000	-	5,597
2022	88	10	392,397	982,754	40%	798,229	7,425	177,100	-	-
2021	78	4	152,980	273,709	56%	273,709	-	-	-	-
2020	80	7	205,296	623,997	33%	468,797	-	155,200	-	-
2019	79	1	212,327	250,000	85%	250,000	-	-	-	-
2018	67	1	156,688	200,000	78%	200,000	-	-	-	-
2017	73	1	250,617	429,445	58%	-	429,445	-	-	-
TOTAL	716	178	29,046,912	62,260,781	47%	40,933,063	4,592,367	10,823,462	5,718,292	193,597



INFORMATION ONLY COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **2022-2026 Strategic Priorities Progress Dashboard – Q1 2026**

Prepared by: Ashley Stewart, Communications Manager

Reviewed by: Ron Bowles, Chief Administrative Officer

INFORMATION SUMMARY

There is no recommendation. This report is for information only.

BACKGROUND

The attached report provides a progress update on Council's 2022-2026 Strategic Priorities for the first quarter of 2026.

PowerPoint: Yes No

Attachment:
Strategic Priorities Dashboard – Q1 2026

STRATEGIC PRIORITIES DASHBOARD



Invest in Infrastructure

We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.



STATUS LEGEND completed on track potential or emerging issue delay identified

	Initiative	Status	Update
MUNICIPAL WATER	Commissioning and opening of the Rose Valley Water Treatment Plant		Operational as of November 2023.
	Update to the Water Master Plan		Draft Water Master Plan was received on January 17, 2026. Departmental comments are being provided and discussed with AECOM. Following the City's consolidated input, the draft will be shared with Council and the public.
	An Upland Watershed and Storage Protection Strategy		The draft Water Master Plan identifies a formal long-term upland storage protection strategy (raising dams, new dams, lake supplementation) and notes several future capital projects and studies. Estimated costs and timelines have been provided for future planning and budgeting requirements.
	Upgrades to the Powers Creek Water Treatment Plant		As stated in the Q4 2025 update, finalization of the Water Utility Master Plan will provide the schedule and costs for the Powers Creek Water Treatment Plan upgrades. The Master Plan is planned to be completed prior to the end of 2026. Additional minor upgrades will also be identified in an Asset Management document created for the facility.
PARKS & RECREATION	The upgrade and expansion of the Johnson Bentley Memorial Aquatic Centre		No new update. Long-term plan for this facility and future aquatic centre needs to be reviewed and discussed with Council.
	New Sports Fields and additional Parks, including Dog Parks		<ul style="list-style-type: none"> • Reviewing levels of service and capacity. • Memorial Park Plan Phase 1 consultation complete. Reviewing feedback for Council workshop this spring. • P3 sports facility being considered. In the meantime, the Mar Fee Park Plan is on hold. • Dog Park Strategy presented to Council in March. Design guidelines being created now. Upgrades to existing dog parks planned for 2026. • Ongoing development application reviews. Ongoing park development oversight with developers (Shannon Lake North)
	An Interconnected Pathways Strategy		Rec Trails Master Plan completed in 2024.
	The development of additional Accessible Recreational Spaces in our parks and recreation facilities		<ul style="list-style-type: none"> • Smith Creek Playground RFP being released in Spring. • MBCC restoration will have upgraded accessibility features. • Consideration for accessibility improvements as part of Anders Tennis Court improvements

STRATEGIC PRIORITIES DASHBOARD



Invest in Infrastructure

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STATUS LEGEND completed on track potential or emerging issue delay identified

	Initiative	Status	Update
TRANSPORTATION	Upgrades to Old Okanagan/Butt Road intersection		The project is substantially completed. Some minor deficiencies remain.
	Implementation of a Stormwater Drainage Program for older neighbourhoods		Council approved the development of an annual stormwater drainage program that is carried out by the capital construction crew. Various projects in the drainage system have been completed in existing neighbourhoods. This work is expected to continue on a yearly basis.
	Pedestrian improvements, including those aimed at making sidewalks more accessible		The Brentwood Road Sidewalk project has been awarded to Stantec Consulting. The design is planned this spring in anticipation of construction in the summer 2026.
	Upgrades to Shannon Lake Road from IR #9 to Swite Road		The project is completed.
	Improvements to Elliott Road from Smith Creek Road to Reece Road		The design has advanced to 75% and the RFP to secure a contractor is expected to be issued in summer 2026.
	Construction of the Ministry of Transportation and Transit's planned intersection upgrades and other Highway 97 improvements within West Kelowna		Staff continue to meet with the Ministry of Transportation and Transit to provide feedback on the conceptual design of transit-planned intersection improvements. Participated with Kelowna, Vernon, and Penticton on a joint Highway 97 advocacy prioritization.
	Meaningful investment to improve the existing public transit system in West Kelowna, including the number of routes and frequency of service, the incentives offered youth and others to encourage ridership, and the introduction of innovative offerings such as on-demand transit		2025 saw additional City investment in transit (Hwy 97 Route), with additional route improvements not funded by BC Transit.
INFRASTRUCTURE PLANNING	Prepare for funding opportunities by developing shelf-ready infrastructure plans		In Q1 2026 staff have advanced RFPs to secure consultants to complete the design of potential shelf-ready projects which include sanitary lift station designs, and the Harold Road Booster Station. Additionally, the Rose Valley Dam spillway RFP was issued in March.
CIVIC FACILITIES	New City Hall/Library building		Opened May 2024
	Replacement of Fire Hall #32		Operational as of October 2025
	Establishment of a purpose-built Operations Yard		Operational as of May 2025

STRATEGIC PRIORITIES DASHBOARD



Pursue Economic Growth & Prosperity

We will work with stakeholders throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.



STATUS LEGEND completed on track potential or emerging issue delay identified

	Initiative	Status	Update
ECONOMIC PROSPERITY	Launch the new West Kelowna Economic Development Corporation		Board established and meetings commenced in Q4 2025.
	Create a West Kelowna Economic Development Strategy in partnership with the Economic Development Corporation		Working on a grant application and request for proposal for inaugural strategic planning to start in Q2 and be completed by Q4.
	Explore opportunities for new revenue generation		Fortis revenue sharing agreement signed in 2025. Boat launch commercial fee program is being implemented. Miscellaneous small grants. Six Provincially funded police officers (valued at >\$1,500,000 per year)
SUPPORT FOR LOCAL BUSINESSES & ENTREPRENEURS	The development of a West Kelowna Innovation Centre, complete with opportunities for post-secondary services, co-work facilities and business accelerator services		To be assigned to the new Economic Development Corporation, for consideration.
TOURISM	Support our partners, including through advocacy, in identifying and addressing recovery needs		Community has substantially recovered from the 2023 wildfire.
	Undertake a review of the City's Tourism Function to ensure it meets the needs of the City's hospitality, viticulture and other tourism-focused industries		No new update. To be assigned to the new Economic Development Corporation, for their consideration.
WESTBANK FIRST NATION	Work with Westbank First Nation to pursue common economic development goals and joint actions		Economic Development Corporation has started reaching out to Westbank First Nation's Economic Development Department.

STRATEGIC PRIORITIES DASHBOARD



Strengthen Our Community

We will provide opportunities for the residents of West Kelowna to build connections, celebrate successes, embrace the community's strengths and diversity, address shared needs, and contribute to shaping the community's future.



STATUS LEGEND completed on track potential or emerging issue delay identified

	Initiative	Status	Update
COMMUNITY GROWTH	A review of the Zoning Bylaw in response to directions set out in the City's new Official Community Plan, as well as provincial legislative changes designed to increase residential densities		Adopted in May 2025.
	A review of, and revisions to, the Westbank Town Centre Revitalization Plan		Contract awarded to Modus Consulting. Stakeholder consultation to occur in April.
HOUSING	Complete and implement the West Kelowna Housing Strategy		Adopted in November 2024.
	Develop a Property Acquisition Strategy to identify and acquire lands for use in civic projects, including those in support of attainable housing and priority housing projects, such as seniors housing and non-market housing		Land Strategy consideration in Spring (April/May).
ACCESSIBILITY	We will work to ensure that residents and visitors with different abilities are able to use and enjoy our sidewalks, pathways, parks, trails, facilities, beaches and other attractions. We will work in collaboration with Council's Accessibility Committee on the provision of an Accessibility Plan for community review		Accessibility Plan endorsed in January 2025. Future accessibility audits and projects to be brought forward to Council.
GATHERING PLACES	Returning the Mt. Boucherie Community Centre for public use		Project is currently tracking to be on time and on budget.
	Expanding the offerings at Memorial Park		Memorial Park Concept Plan initiated. Events Currently Offered (2026): Westside Daze, Canada Day, Music in the Park, Pop Ups on the Plaza, Light Up Firework Show, West Kelowna Multiculturalism Day, Movie Nights in the Park.
	Opening the new City Hall/Library Building		Opened May 2024.
	Incorporating community amenities into the project for replacing Fire Hall #32		The following was included in the Fire Station #32 replacement project: <ul style="list-style-type: none"> • New Lakeview Heights Community Hall • Upgrades to Anders Park with three new pickleball courts, a new sport court, and a new playground • New public plaza. Operational as of November 2025.
	Increasing accessibility at civic facility gathering spaces		MBCC restoration project will have improved accessibility features.
ART & EVENTS	The development of Festivals and Events Policy to guide the City in its support for existing and new events in West Kelowna		Deferred to 2027 due to workload and conflicting priorities.
	The development and implementation of a Public Art Strategy		Deferred to 2027 due to workload and conflicting priorities.

STRATEGIC PRIORITIES DASHBOARD



Foster Safety and Well-being

We will pursue through direct action, advocacy, and collaboration with local and regional service providers, investments in community health, needs-based housing, emergency preparedness, policing, fire and other services that foster safety and well-being in West Kelowna.



STATUS LEGEND completed on track potential or emerging issue delay identified

	Initiative	Status	Update
PUBLIC SAFETY	The design and build of Fire Hall #32		Project completed October 2025.
	Completing the Fire Services Plan to ensure that the service is keeping pace with the changing community		Further action pending permit application for high buildings
	Continued investment in Wildfire Mitigation efforts		In February, UBCM announced that the provincial FireSmart grant program was not funded beyond 2027 and a limited closed intake for non-fuel mitigation activities would close on April 30. Our 2026/27 program design will need to be adapted, expecting award of grant in August 2026. Advocacy work ongoing with the province regarding this change at staff and political levels.
	Increased Police Services dedicated to West Kelowna, and for provincial recognition of and resourcing for its rural policing responsibilities		Active Provincial negotiations. Province committed to three new officers in 2026 and another three in 2027, plus one support staff. Also, Province committed to a forward-looking funding strategy so the Westside communities do not start funding the Province's obligation again. Five City positions allocated but on-hold pending the negotiation outcome.
	A Redundant Power Supply to increase the resiliency of West Kelowna and the Greater Westside in the face of disasters and other events that threaten the community's primary supply		Council is actively lobbying, including Minister Dix in March 2025 and BC Hydro senior staff once in Q3 2025 and Q1 2026. Schedule is 2029 - 2033 for the construction phase
	De-regionalization of RCMP Services Policing in Central Okanagan		Active Provincial negotiations. Shared services agreements being finalized with Lake Country, Kelowna, Peachland, Province and RCMP
TRUTH & RECONCILIATION	We will continue dialogue and action that further develop respectful and trusting relationships with all Indigenous Peoples as we work to advance reconciliation		Council to Council meeting in Q3-2025 plus another in Q2-2026. Tall building Fire Services agreement drafted. Joint negotiations on the new policing deal. Active staff-to-staff engagement
CLIMATE ACTION	Developing a Natural Asset Management Plan to identify natural resources and ecosystems that are incorporated by the City into its delivery of municipal services		Complete.
	Updating (as necessary) and implementing the Green Fleets Strategy for City of West Kelowna vehicles and equipment		Complete.
	Implementing the recommendations of the Transportation Master Plan to provide, and help the community shift towards, additional sustainable travel options		The Transportation Master Plan was presented to Council on April 14, 2026.
	Creating a Corporate Climate Action Plan		Complete.
COMMUNITY HEALTH	Continued advocacy for additional services connected to the West Kelowna Urgent and Primary Care Centre, and to other health service providers in the community		Council is actively lobbying for increased mental health services with the Province and Interior Health resulting in a Foundry expansion into West Kelowna, a preliminary mental health services analysis and commitment for a business case
	Implementing the West Kelowna Housing Strategy to facilitate the development of a range of housing types, including housing options for target groups, such as low income seniors, to address issues of attainability and homelessness		Completed in 2024.
	Identifying and supporting the building of low-income housing		BC Housing Community Housing Fund closed due to provincial budget cuts resulting in the application for the Delray project to not be approved. Project Development Fund grant funding received from federal government (\$250k) and the City is proceeding with development permit drawings. Conversations regarding reverter clauses are continuing.



INFORMATION ONLY COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **Dog Park Guidelines and Dog Park Improvements**

Prepared by: Jamie England, Parks Planner

Reviewed by: Patrick Pulak, General Manager of Operations

INFORMATION SUMMARY

There is no recommendation. This report is for information only.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Strengthen Our Community – We will provide opportunities for the residents of West Kelowna to build connections, celebrate successes, embrace the community's strengths and diversity, address shared needs, and contribute to shaping the community's future.

BACKGROUND

Council requested the development of dog park guidelines to ensure a standardized approach to the planning, design and service level of the City's dog parks. In response, staff have prepared a guideline document for Council.

In addition, Council previously approved \$55,000 in funding for dog parks and directed that these funds support improvements to the City's existing dog park locations. While the sites already meet many components of the proposed guidelines, this funding will be allocated toward enhancements across all locations to better align them with the guidelines and further improve overall quality of the dog parks. Upgrades will focus on enhancing safety, usability, user experience, and may include fence improvements, installation of benches, updated signage, bear-safe waste receptacles, and the addition

of interactive features such as logs and rocks to encourage play and engagement for both dogs and their handlers.

Specific improvements at each location will be prioritized based on site conditions, identified deficiencies, and operational considerations.

FINANCIAL IMPLICATIONS

There are no immediate financial implications related to the Dog Park Planning and Design Guidelines.

Dog park improvements will be funded through previously approved budget. The following table outlines the funding assigned to each dog park location.

Dog Park	Value
Gellatly Dog Park	\$12,400
Wild Horse Dog Park	\$11,500
Shannon Woods Dog Park	\$11,500
Westbank Centre Dog Park	\$11,500
Total	\$46,900

Any remaining funds will be returned to the appropriate reserve accounts.

PowerPoint: Yes No

Attachments:

Dog Park Planning and Design Guidelines



Dog Park Planning and Design Guidelines

Purpose:

This document provides guidance for the planning, design, construction, and improvement of dog parks across the City, recognizing that each site will present unique conditions, community needs, and operational considerations.

Dog park planning should be integrated within the broader parks network and consider the design principles outlined in the Parks Master Plan.

Guidelines:

Public Consultation

Public consultation will be an integral component of dog park planning. This can take various forms, ranging from online surveys to neighborhood consultation. The scope and approach to public engagement should be proportionate to the scale of the park and aligned with available operational capacity.

Location Selection

The following will guide dog park locations:

Land Availability	City owned lands that have sufficient space to support a dog park may be considered for future dog parks.
Community Need	Locations may be prioritized in areas experiencing urban growth, higher residential density, or limited access to existing dog park amenities to ensure equitable service distribution.
Accessibility	Sites may be assessed based on proximity to residential areas, walkability, and parking availability.
Geographic Suitability	Functional site characteristics such as size, terrain and slope may be evaluated against usage needs.
Compatibility with Adjacent Land Uses	Dog parks may be located and designed to complement surrounding land uses to ensure positive integration within the broader park or area context.
Operations and Maintenance	Operational impact such as maintenance requirements, site access, and efficiency of service delivery will be considered.
Financial Considerations	Dog parks should be economically feasible with respect to both capital and long-term costs.

Funding Sources

Dog parks may be funded through or by a combination of the following sources:

- Capital budget requests
- Development cost charges
- Parkland dedication contributions
- Ongoing maintenance costs will be supported through the operating budget.

Parking and Access

Dog parks should consider safe and convenient access for users.

- On-site or street parking
- Safe pedestrian connections to the park
- Accessible routes and entrances

Note: Not all dog parks will require dedicated parking, such as those serving neighborhood scale use.

Surfacing

Dog park surfacing should be chosen based on site-specific conditions that consider maintenance requirements, durability, drainage needs, user safety, and long-term operational sustainability.

Primary Surfacing Type

Bark mulch may serve as the primary surfacing in dog parks due to its advantages, including effective weed suppression, reduced dust and mud, cost effectiveness, and strong performance under regular use resulting in lower ongoing maintenance resources.

Alternative Surfacing Options

The following materials may be considered where they better align with site conditions, usage, or available resources:

- Gravel – May be used in high-traffic areas or as drainage solutions, where a more resilient and free-draining surface is required.
- Sand – May be appropriate in specific locations, such as waterfront parks, where it complements the surrounding environment and intended park experience.
- Natural turf (grass) – Considered in locations with irrigation, suitable topography, and the capacity for required maintenance. Turf is best suited to lower-traffic parks due to its sensitivity to wear.
- Engineered wood fiber – May be used as an alternative to bark mulch should budget allow.

Dog Park Amenities

Amenities should be selected to support safe, comfortable use and will vary depending on the park's classification, size, site conditions, and available funding. Amenities may include:

- Water access – Drinking water where access to water sources is available.
- Waste receptacles – Bear proof garbage cans will be standard and located at park entrances to encourage proper disposal of dog waste.
- Washroom access – Access to nearby washroom facilities such as temporary or permanent washroom buildings, depending on the park context, should be planned for where feasible.
- Signage – Clear, informative signage outlining park rules, etiquette, and safety guidelines should be installed.
- Seating – Seating for park users. Placement should support sightlines across the park.
- Interactive features – Elements that encourage exercise, training, and interaction such as agility equipment, logs, boulders, or other natural features may be included.
- Shade – Shade may be provided through existing or planted trees, or through permanent shade structures.
- Fencing – Standard fencing is typically 4 ft high and with a double-gated entry system. Park type and location may require higher fencing or no fencing.



COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **Award - LED Streetlight Supply - Expenditure Authorization RFQ 2026-Q003**

Prepared by: Chris Anderson, Public Works Manager

Reviewed by: Patrick Pulak, General Manager of Operations

RECOMMENDATION:

THAT the Request for Quotation (RFQ) 2026-Q003 for the supply of LED streetlight replacement fixtures be awarded to StressCrete Group (King Luminaire) in the amount of \$447,830 excluding applicable taxes;

AND THAT the Mayor and Corporate Officer be authorized to execute the agreements and contracts associated with the Project.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

BACKGROUND

“District of West Kelowna Delegation of Council Authority Bylaw 2010 No. 0101” (as amended) restricts the ability of the Mayor and Corporate Officer to execute agreements over \$250,000, as follows:

Contracts to supply services or goods not to exceed an aggregate amount of \$75,000 per annum, subject to funding contained within an approved financial plan; and up to \$250,000 per annum, subject to funding contained within an approved financial plan and with the approval of the Chief Administrative Officer[.]

Council approved a budget of \$1,250,000 for LED Streetlight Replacements (the “Project”) as part of the 2024 and 2025 Capital Budget. As staff are now ready to proceed with the final phase of the Project, staff are seeking Council’s approval to award the RFQ

to StressCrete Group (King Luminaire), as well as authorization for the Mayor and Corporate Officer to execute the agreements and contracts associated with this project.

This RFQ relates to the final phase of the City's ongoing multi-year program to convert all remaining non-LED and legacy ornamental streetlights to modern LED technology.

DISCUSSION

The City of West Kelowna is in the final phase of converting legacy streetlight fixtures to energy efficient LED light fixtures. As of 2025, cobra head and post top fixtures have been replaced throughout the City. This is the final phase of the City of West Kelowna's conversion program and includes various ornamental and specialty fixtures throughout the community that were not included in earlier phases of the conversion program.

In accordance with the City's Purchasing Policy, RFQ 2026-Q003 was issued on January 14, 2026 to procure LED streetlight replacement fixtures that are compatible with the City's existing infrastructure. The RFQ allowed for submissions offering products that are "as good or better" than the fixtures currently in use, provided they met all technical, performance, and compatibility requirements.

The RFQ closed on February 10, 2026, and one compliant quotation was received. The submission from StressCrete Group (King Luminaire) met all specifications outlined in the RFQ and provided fixtures that match the City's existing LED ornamental streetlight styles. Where feasible, the quotation included conversion kits rather than full fixture replacements, resulting in cost savings while maintaining compatibility and service standards.

As per the previous phases of these city-wide replacements, installation costs are being completed through existing operating budget by the City's streetlighting maintenance contractor.

FINANCIAL IMPLICATIONS

The existing and approved funding available for this project totals \$502,027, consisting of carry forward funds from previously approved capital budgets (C2024-02 & C2025-02).

The total cost of the recommended award is \$447,830 excluding applicable taxes, which can be accommodated within the available budget. No additional funding is required.

COUNCIL REPORT / RESOLUTION HISTORY

None.

CONCLUSION

Funding for the supply of LED streetlight replacement fixtures has been provided through approved capital budget carry forward. Awarding RFQ 2026-Q003 to StressCrete Group (King Luminaire) will allow the City to complete the final phase of its ongoing, multi-year, LED streetlight conversion program using fixtures that are fully compatible with existing infrastructure and consistent with City standards.

Staff recommend that Council authorize the award of the RFQ to StressCrete Group (King Luminaire) and the execution of the associated agreements to proceed with implementation.

Alternate Recommendation:

THAT the RFQ award of \$447,830 (excluding applicable taxes), as previously allocated in the 2024 and 2025 Capital Budget, be denied.

PowerPoint: Yes No



COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **Menu Road Drainage Improvements Contract Award**

Prepared by: Brent Morrison, Design & Inspection Technologist

Reviewed by: Brent Magnan, General Manager of Community Development

RECOMMENDATION:

THAT the contract for the Menu Road Drainage Improvements Project in response to Request for Proposal (RFP) #2026-P002 be awarded to Twincon Enterprises Ltd.;

AND THAT the Mayor and Corporate Officer be authorized to execute the agreements and contracts associated with the Project.

STRATEGIC AREA(S) OF FOCUS

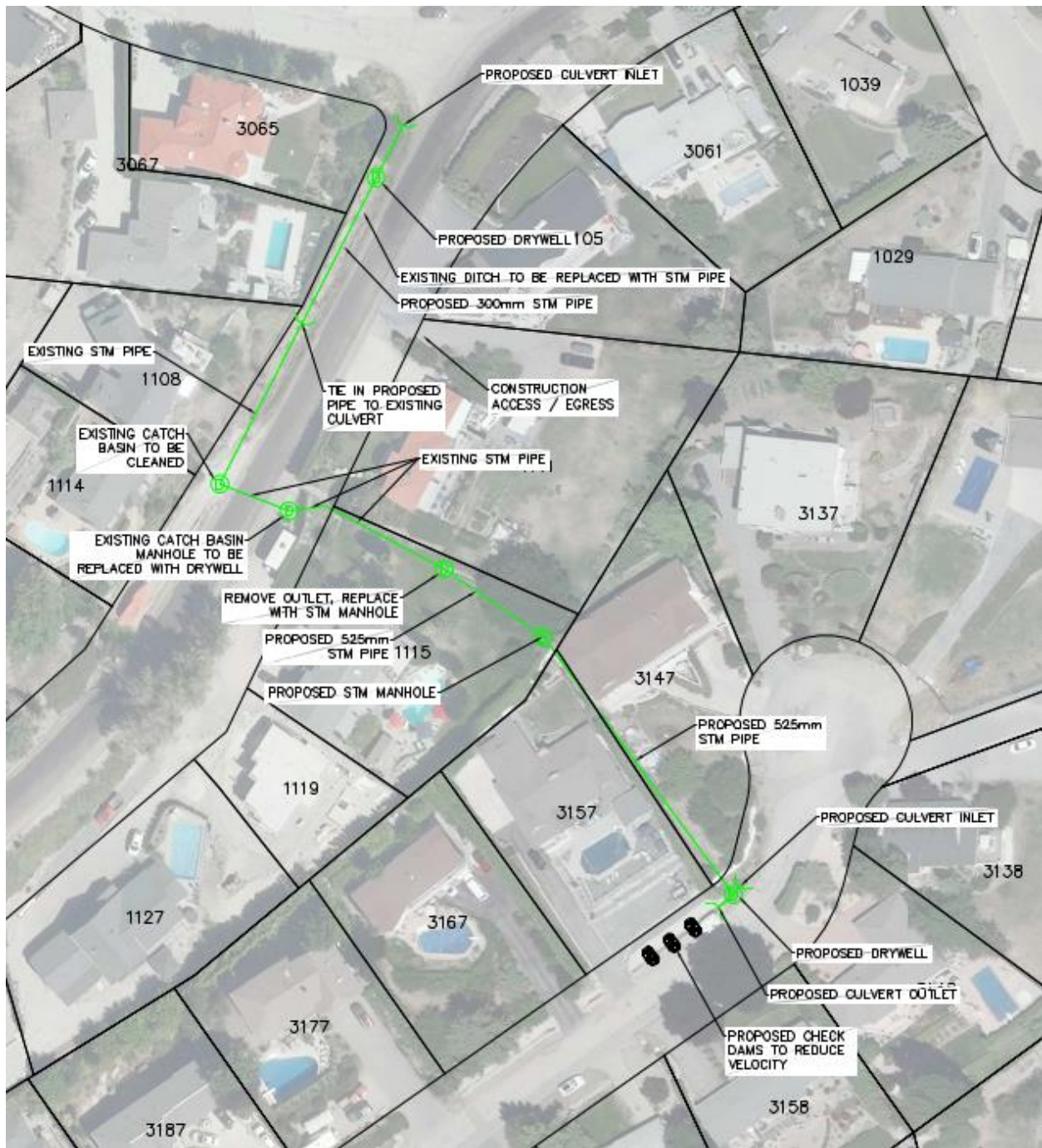
Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

BACKGROUND

During construction of the Sunnyside Transmission main project in Lakeview Heights, it was identified that additional stormwater improvements were required to adequately convey stormwater through the Menu Road neighbourhood.

The City retained a professional engineering consultant (CTQ Consultants Ltd.) to prepare detailed design and contract documents for the proposed storm drainage improvements. This design includes stormwater infrastructure works from Menu Road at Ourland, conveying stormwater through the existing drainage route to Vector Road.

The proposed works are intended to improve stormwater conveyance capacity, reduce localized drainage issues, and support long-term stormwater infrastructure within the area. A snapshot of the proposed works can be found below.



Vendors were invited to submit proposals on the City's Bids and Tenders procurement system in response to the City's Request for Proposals (RFP-2026-P002) – Menu Road Drainage Improvements), which opened on March 11th, 2026. Three responses were received from qualified and experienced contractors. Results have been provided in Table 1 below:

Table 1 - Evaluation Summary

Submission	Tender Price (excluding GST)	Combined Overall Ranking
Bluepoint Construction Ltd	\$380,802.50	81.57%
557969 bc ltd DBA Superior Excavating	\$345,650.00	62.42%
Twincon Enterprises Ltd.	\$267,206.97	94.00%

In accordance with the City of West Kelowna’s Purchasing Policy, a detailed review of each proposal was conducted by City Engineering staff and CTQ Consulting which considered multiple evaluation factors including methodology and approach, experience and qualifications, team strength, and overall price. A combined summary of the independent reviews resulted in the lowest bidder receiving the highest evaluation score with a price of \$267,206.97 (excluding GST). Twincon Enterprises’ submission clearly demonstrated the requirements and constraints of this project and identifies their project team has similar experience working with underground and constrained corridor projects.

FINANCIAL IMPLICATIONS

Funding for the project is \$350,000.00 from the 2025 Storm Drainage Capital Budget. There is sufficient budget to proceed with the construction budget of \$267,206.97. A 15% (\$40,000) construction contingency is planned for this project, leading to a total construction budget of \$307,000. The remainder of this budget has been allocated to consulting/design costs.

CONCLUSION

Staff recommend that Council approves the contract award to Twincon Enterprises Ltd. as presented.

ALTERNATE RECOMMENDATION:

THAT the Contract for the Menu Road Drainage Improvements Project in response to Request for Proposal (RFP) #2026-P002 NOT be awarded to Twincon Enterprises Ltd.

PowerPoint: Yes No



INFORMATION ONLY COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

File No: 5460-04

Subject: **Vineyard Drive Traffic Calming – Follow-up**

Prepared by: Darren Joyce, Engineering Technologist II

Reviewed by: Brent Magnan, General Manager of Community Development

INFORMATION SUMMARY

There is no recommendation. This report is for information only.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Foster Safety and Well-Being – We will pursue through direct action, advocacy, and collaboration with local and regional service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

BACKGROUND

On March 10, 2026 West Kelowna City Council was presented traffic calming measures for Vineyard Drive and Stuart Road. At that meeting Council directed staff to assess the feasibility of implementing a three-way stop at the intersection of Vineyard Drive and Ridge Boulevard, evaluate the replacement of 30km/hr advisory speed signage with regulatory signage at the Vineyard Park, and incorporate road markings on Stuart Road into the annual line painting program.

In response, and in collaboration with the City's appointed traffic consultant, HDR Inc. (HDR), additional traffic data was collected and further analysis was undertaken to determine the feasibility of installing a 3-Way stop at Vineyard Drive and Ridge Boulevard. HDR's analysis concluded that the installation of a three-way stop at the intersection of Vineyard Drive and Ridge Boulevard is **not warranted**. Traffic speeds, volumes, collision history, and turning-movement patterns do not exceed the applicable warrants or

threshold criteria established by the Transportation Association of Canada (TAC) and the Ministry of Transportation and Transit (MoTT), refer to Vineyard Drive All-way Stop Analysis Memo – HDR Inc.

Engineering staff further completed an internal review of roadway and land use conditions adjacent to Vineyard Park and determined that the location is suitable for designation as a playground zone. In accordance with the City of West Kelowna Traffic Bylaw No. 0331, the General Manager is delegated authority to designate playground zones and to order the placement of appropriate traffic control devices, including signage. Based on this authority, Engineering staff support the establishment of a playground zone adjacent to Vineyard Park on Vineyard Drive and Ridge Boulevard, including the installation of regulatory 30 km/h signage, as a context-appropriate measure to improve safety for park users and other vulnerable road users.

FINANCIAL IMPLICATIONS

Amending the existing signage adjacent to Vineyard Park to reflect a designated playground zone is estimated to cost approximately \$600. This estimate includes the supply and installation of the required signage and components, as well as associated labour costs. Installation will be completed by the City’s Operations, with funding provided through the Operations signage budget.

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
March 10, 2026	<p>THAT staff report back on Vineyard Drive and Stuart Road traffic calming regarding:</p> <ul style="list-style-type: none"> • the costs associated with installing a three way stop at Vineyard Drive and Ridge Boulevard, as well as a determination as to whether such an installation is feasible; • whether advisory signage adjacent to Vineyard Park can be replaced with regulatory signage; • and incorporating road markings on Stuart Road into the annual road maintenance program 	C080/26

PowerPoint: Yes No

Attachments: Vineyard Drive All-way Stop Analysis Memo – HDR Inc.

Memo

Date: Wednesday, April 22, 2026

To: Darren Joyce, Engineering Technologist II, City of West Kelowna
Cc: Rob Hillis, Senior Manager of Engineering and Capital Projects, City of West Kelowna
Cc: Nilton Praticante, Engineering Manager, City of West Kelowna

From: Bryan Tran, Transportation Planner, HDR Corporation

Subject: Vineyard Drive All-Way Stop Control Feasibility

1 Introduction

Background

HDR Corporation was retained by the City of West Kelowna to conduct an evaluation and provide recommendations for traffic calming on Vineyard Drive from Boundary Road to Pinot Gris Road. Residents along this site had previously observed and expressed concerns regarding excessive speeding, traffic volume, and safety risks in their neighbourhood. In 2025, HDR provided the *Vineyard Drive Traffic Calming Study* which verified the need for traffic calming and provided recommendations for traffic calming based on the observed traffic behaviour.

The study was presented to City Council in 2026, and the City requested that HDR assess the feasibility adding all-way stop control (AWSC) to the Ridge Boulevard intersection. The results are presented in this memorandum.

Existing Conditions

The Vineyard Drive & Ridge Boulevard intersection currently has a stop control for the Ridge Boulevard south approach, while Vineyard Drive east and west approaches are free-flow. Per the *Transportation Master Plan (2026, Draft)*, Ridge Boulevard and Vineyard Drive west of Ridge Boulevard are classified as major collector roads, which allow for higher degree of mobility, connecting communities such as South Boucherie to arterial and regional roads. The east approach of Vineyard Drive extending to Pinot Noir Drive is classified as a minor collector road, a road classification which balances providing more residential access with some mobility options that connect to the larger road network. Thus, based on the role and function of the existing road network, it is anticipated that the west approach of Vineyard Drive and Ridge Boulevard are intended to carry more traffic and the east approach of Vineyard Drive.

The surrounding land use context is largely low-density single-family homes. Vineyard Park is located at the southwest corner of the Vineyard Drive & Ridge Boulevard intersection. The park has a playground, picnic tables, and open green space. **Figure 1** shows the site and existing traffic control.

Figure 1: Study Site (Vineyard Drive & Ridge Boulevard Intersection)



References and Data

Upgrading the traffic control of an intersection to AWSC falls outside of the typical traffic calming treatments found in references and guidelines that were used in the *Vineyard Drive Traffic Calming Study*. Assessing the feasibility of AWSC at the Vineyard Drive & Ridge Boulevard intersection will refer to guidelines found in the following standards:

- 1) Transportation Association of Canada's ("TAC") *Manual of Uniform Traffic Control Devices for Canada* ("MUTCDC"), *Sixth Edition* (2021); and,
- 2) Ministry of Transportation and Transit's ("MoTT") *Manual of Standard Traffic Signs and Markings* (2000).

The City of West Kelowna collected traffic volume data for this intersection on April 8-10, 2026, and the 2020 to 2024 collision history for this intersection was provided from ICBC.

2 All-Way Stop Control Analysis

The TAC and MoTT manuals listed above provide guidelines for AWSC feasibility at Vineyard Drive & Ridge Boulevard.

The MUTCDC lists several reasons for why AWSC **should not** be considered at this intersection. An excerpted list of reasons that are relevant to this intersection's configuration is listed below:

- As a speed control device (i.e., traffic calming);
- As a means of deterring the movement of through traffic in a residential area (i.e., "shortcutting");
- On multi-lane approaches where a stopped or parked vehicle will obscure the stop sign;
- Where traffic would be required to stop on grades; and,
- Where the protection of pedestrians or other vulnerable road users is a prime concern and the concern would be more effectively addressed by other means.

The MoTT *Manual* also provides similar disqualifying reasons, stating that stop control should not create unnecessary delay, nor be used as a primary tool for traffic calming.

Both guides are explicit in that AWSC should not be used as speed control (i.e., traffic calming) devices. This is notable because both this memorandum and the *Traffic Calming Study* are engineering reports which were initiated by resident concerns involving high motorist speeds. However, both guides do provide other criteria which may potentially support AWSC installation at this intersection, listed below in **Table 1**. These evaluations largely pertain to installing AWSC to safely and efficiently operate the road. One or more of the conditions below should be met to consider AWSC. The conditions are excerpted from both manuals, but do not include complex conditions not relevant to this intersection (for instance, omitting the analysis of similar intersections' safety records due to unavailable data or omitting irrelevant conditions such as signalization).

Table 1: AWSC Thresholds for Vineyard Drive & Ridge Boulevard

Threshold for AWSC Consideration	Reference	Data & Analysis Required
Traffic volumes on intersection roads are approximately equal, and that multi-modal volumes on the minor road average 200 per hour over eight hours	MUTCDC	Traffic Volume Analysis
1) Traffic volumes on intersection roads are approximately equal, and that multi-modal volumes on the minor road exceed 500 per hour for any of the eight hours and, 2) Right-angle or turning collisions exceed 5 or more per year over a 3-year period	MoTT <i>Manual</i>	1) Traffic Volume Analysis 2) Collision History Review
For the existing configuration, the average delay of the minor road entering the intersection exceeds 30 seconds per vehicle in the peak hour	MUTCDC	Control Delay Estimation via Synchro 12
Collisions per year exceed 5 or more per year over a 3-year period	MUTCDC	Collision History Review

For this study, the Ridge Boulevard approach will be defined as the minor road at the intersection. Although the east approach (Vineyard Drive) of this intersection has a lower functional classification, the Ridge Boulevard approach has an existing stop control while east and west approaches of Vineyard Drive provide a continuous through movement.

Traffic Volume Analysis

The City of West Kelowna collected traffic volumes with Miovision cameras at this intersection between Wednesday, April 8, 2016 and Friday, April 10, 2016. Multi-modal (e.g., car, bike, pedestrian) volumes were collected for the AWSC analysis¹. The count took place during the following times:

- April 8, between 8:30am to 7:30pm;
- April 9, between 5:30am to 7:30pm; and,
- April 10, between 5:30am to 12:30pm.

The volumes collected on April 8 and April 9 satisfy the eight-hour count requirement specified in both the MUTCDC and MoTT *Manual*. **Table 2** shows the general characteristics of the approach entering volume data during the three peak periods identified.

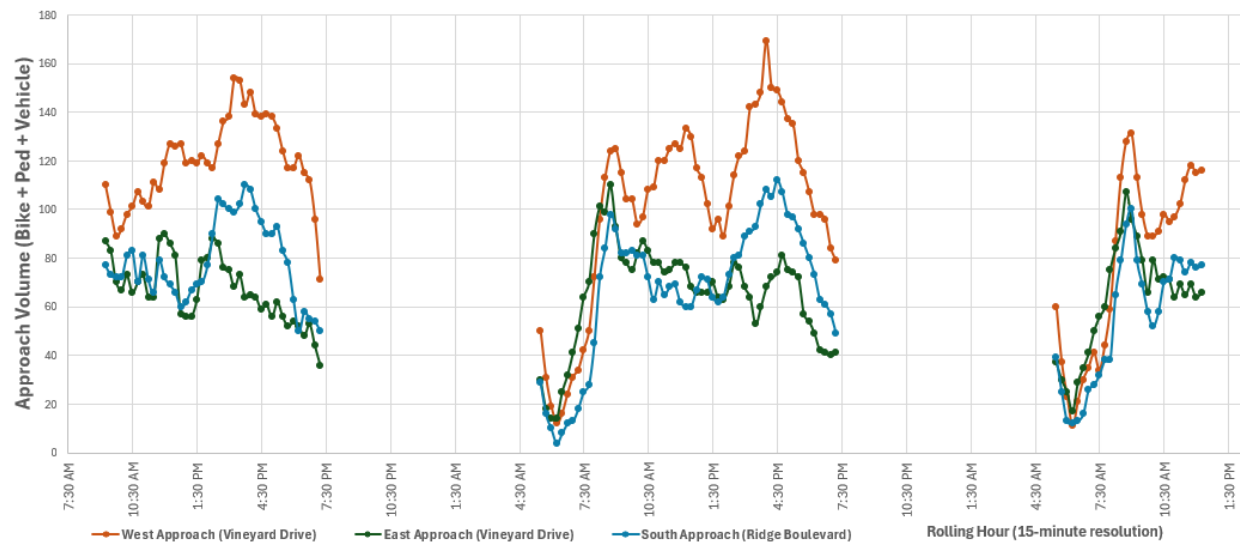
¹It is noted that Easter Monday fell on April 6, which may have affected data collection resulting in lower volumes (i.e., due to the possibility extended vacations taken by residents).

Table 2: Approach Entering Volumes (Pedestrian + Bike + Vehicle)

Count Start Time	West	East	South
AM Peak (April 9 @ 8am)	125	110	108
MD Peak (April 8 @ 11:30am)	127	86	71
PM Peak (April 9 @ 3:15pm)	169	68	111

When considering all three approaches, entering volumes vary throughout a typical weekday. Approach volumes are observed to be typically highest at the west approach. To consider AWSC, the approach volumes are required to be approximately equal. **Figure 2** compares the approach entering volumes at all rolling hours captured in the traffic volume data.

Figure 2: Approach Entering Volumes by Rolling Hour, Vineyard Drive & Ridge Boulevard, April 8-10



The figure illustrates that throughout the count days, the west approach of Vineyard Drive consistently serves the highest volumes and that traffic distribution at this intersection is non-uniform which furthermore does not meet the AWSC condition of approach volumes being approximately equal. From this, AWSC is not considered from an approach volume analysis perspective.

The traffic volume thresholds at this intersection that need to be met to consider AWSC are:

- 1) Minor approach (Ridge Boulevard) multi-modal volumes exceeding an average of 200 per hour, for eight hours of the count day; or,
- 2) Total entering volumes for the intersection exceeding 500 per hour, occurring once during the count day.

Table 3 shows the count hour intervals for each collection day and minor road (i.e., Ridge Boulevard) traffic volume for that hour.

Table 3: Rolling Hour Ridge Boulevard Approach Volumes (Pedestrian + Bike + Vehicle)

<i>Count Start Time</i>	Wed, Apr 8	Thurs, Apr 9	Fri, Apr 10
<i>5:30am</i>	x	4	12
<i>6:30am</i>	x	18	28
<i>7:30am</i>	x	72	65
<i>8:30am</i>	82	82	79
<i>9:30am</i>	88	81	58
<i>10:30am</i>	74	65	79
<i>11:30am</i>	71	60	77
<i>12:30pm</i>	67	71	x
<i>1:30pm</i>	91	73	x
<i>2:30pm</i>	102	91	x
<i>3:30pm</i>	102	105	x
<i>4:30pm</i>	96	97	x
<i>5:30pm</i>	56	73	x
<i>6:30pm</i>	52	49	x

Across the available count hours, there are no occurrences where 200 or more multi-modal volumes per hour were observed entering from the minor road approach. The threshold where eight count hours requires an exceedance of 200 volumes per hour failed to be met, and AWSC is not considered from a minor approach volume analysis perspective.

Table 4 shows the count hour intervals for each collection day and total entering intersection volumes for that hour.

Table 4: Total Entering Intersection Volumes (Pedestrian + Bike + Vehicle)

<i>Count Start Time</i>	Wed, Apr 8	Thurs, Apr 9	Fri, Apr 10
5:30am	x	30	41
6:30am	x	103	122
7:30am	x	278	242
8:30am	279	285	290
9:30am	259	271	221
10:30am	239	263	252
11:30am	284	273	264
12:30pm	243	242	x
1:30pm	296	246	x
2:30pm	324	297	x
3:30pm	305	330	x
4:30pm	291	308	x
5:30pm	230	224	x
6:30pm	159	173	x

Across the available count hours, there are no occurrences where 500 or more multi-modal volumes per hour were observed entering the Vineyard Drive & Ridge Boulevard intersection. The threshold where one count hour requires an exceedance of 500 volumes per hour failed to be met, and AWSC is not considered from a total entering intersection volume analysis perspective.

Minor Approach Control Delay Analysis

The criteria for AWSC consideration requires that the existing average peak-hour delay on the minor approach meets or exceeds 30 seconds per vehicle. The peak hour approach volumes were summarized earlier in **Table 2**. This analysis will proceed with the higher-volume PM peak hour by modelling the turning movement volumes in Synchro 12's two-way stop control analysis to determine the average control delay for vehicles entering the intersection from Ridge Boulevard.

The turning movement volumes used are shown in **Table 5**.

Table 5: PM Peak Hour Volumes at Vineyard Drive & Ridge Boulevard (3:15 PM on April 9, 2026)

<i>Turning Movement Volumes (veh/hr)</i>	Left	Through	Right
<i>West approach (EB)</i>	-	81	88
<i>East approach (WB)</i>	17	51	-
<i>South approach (NB)</i>	21	-	85



The control delay imposed by the two-way stop control on vehicles entering the intersection from Ridge Boulevard is expected to be 9.7 seconds per vehicle. The threshold where the control delay requires an exceedance of 30 seconds per vehicle fails to be met, and AWSC is not considered from an intersection capacity perspective.

Collision History Review

The threshold for AWSC consideration requires the observance of five or more collisions per year (over three years) of a type correctable by AWSC (e.g., turning movement or right-angle collisions).

The *Vineyard Drive Traffic Calming Study* overviewed the 5-year collision history on Vineyard Drive from 2020 through 2024. At Vineyard Drive & Ridge Boulevard, three property damage-only collisions were observed across the 5-year collision history. The collision frequency threshold is not met, and AWSC is not considered from a collision history perspective.

3 Summary of AWSC Evaluation

Through traffic volume analysis, control delay analysis, and a collision history review, the thresholds listed earlier for AWSC clarification were evaluated and all thresholds failed to be met. **Table 6** summarizes these findings.

Table 6: Summary of Findings for AWSC Thresholds at Vineyard Drive & Ridge Boulevard

Threshold for AWSC Consideration	Analysis Findings
Traffic volumes on intersection roads are approximately equal, and that multi-modal volumes on the minor road average 200 per hour over eight hours	Not Warranted Traffic volumes are approximately not equal, minor road volumes average approximately 80 vehicles per hour over the 8-hour count period.
1) Traffic volumes on intersection roads are approximately equal, and that multi-modal volumes on the minor road exceed 500 per hour for any of the eight hours and, 2) Right-angle or turning collisions exceed 5 or more per year over a 3-year period	Not Warranted Traffic volumes are approximately not equal, maximum total peak hour traffic volume at the intersection is 330. Collisions per year are 0.6 over a 5-year period.
For the existing configuration, the average delay of the minor road entering the intersection exceeds 30 seconds per vehicle in the peak hour	Not Warranted Minor road delay is approximately 9.7 seconds per vehicle in the peak hour.
Collisions per year exceed 5 or more per year over a 3-year period	Not Warranted Collisions per year are 0.6 over a 5-year period.

END OF MEMORANDUM



BYLAW COVER PAGE

April 28, 2026 Agenda Item # 9.8

**City of West Kelowna Fees and Charges
Amendment Bylaw No. 0028.87, 2026**

**This bylaw received first, second, and
third reading at the April 14, 2026 regular
Council meeting; Council may consider
bylaw adoption.**

CITY OF WEST KELOWNA

BYLAW NO. 0028.87

A BYLAW TO AMEND THE FEES AND CHARGES BYLAW

WHEREAS the Council of the City of West Kelowna desires to amend “City of West Kelowna Fees and Charges Bylaw No. 0028” under provisions of the *Community Charter*,

THEREFORE BE IT RESOLVED that the Council of the City of West Kelowna in open meeting assembled, hereby enacts as follows:

1. Title

This Bylaw may be cited as the “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.87, 2026”.

2. Amendments

The “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028” is hereby amended as follows:

- 2.1 Effective September 1, 2026, by deleting Schedule “12” in its entirety and replacing with a new Schedule “12” as per Appendix A, attached to and forming part of this bylaw.
- 2.2 Effective September 1, 2026, by deleting Schedule “13” in its entirety and replacing with a new Schedule “13” as per Appendix B, attached to and forming part of this bylaw.
- 2.3 Effective September 1, 2026, by deleting Schedule “13B” in its entirety and replacing with a new Schedule “13B” as per Appendix C, attached to, and forming part of this bylaw.
- 2.4 Effective September 1, 2026, by deleting Schedule “14” in its entirety and replacing with a new Schedule “14” as per Appendix D, attached to and forming part of this bylaw.

READ A FIRST TIME THIS 14TH DAY OF APRIL, 2026
READ A SECOND TIME THIS 14TH DAY OF APRIL, 2026
READ A THIRD TIME THIS 14TH DAY OF APRIL, 2026
ADOPTED THIS

MAYOR

CORPORATE OFFICER

Appendix A forming part of Bylaw No. 0028.87

Schedule 12			
CITY OF WEST KELOWNA DROP-IN PROGRAM RATES			
Effective September 1, 2026 - August 31, 2029 (Prices include Taxes)			
Fee	2026-2027	2027-2028	2028-2029
Adult Admission	\$ 5.83	\$ 6.01	\$ 6.19
Child Admission	\$ 3.52	\$ 3.63	\$ 3.73
Youth Admission	\$ 4.35	\$ 4.48	\$ 4.61
Senior 55+	\$ 4.35	\$ 4.48	\$ 4.61
Senior 75+	\$ 3.52	\$ 3.63	\$ 3.73
Family Admission	\$ 14.00	\$ 14.42	\$ 14.85
Therapy Skate	\$ 3.79	\$ 3.91	\$ 4.02
Parent & Tot - Adult	\$ 3.52	\$ 3.63	\$ 3.73
Parent & Tot - Tot	\$ 1.76	\$ 1.81	\$ 1.87
Hockey 19+	\$ 8.53	\$ 8.78	\$ 9.04
Hockey 55+	\$ 7.04	\$ 7.25	\$ 7.47
Skate Rentals	\$ 2.97	\$ 3.06	\$ 3.15

10 Ticket Punch Pass Formula: Single Admission rate multiplied by 9 Admissions

Family Admission Formula: Minimum one (1) adult. Maximum five (5) people.

Appendix B forming part of Bylaw No. 0028.87

Schedule 13			
RECREATION FACILITY AND PARK RATES			
Effective September 1, 2026 - August 31, 2029 (Prices do not include Taxes)			

Lakeview Heights Community Hall	2026-2027	2027-2028	2028-2029
Non-commercial (Single Room Rate)	\$ 30.00	\$ 30.90	\$ 31.83
Non-commercial (Two Room Rate)	\$ 45.00	\$ 46.35	\$ 47.74
Non-commercial (Single Room Day Rate)	\$ 150.00	\$ 154.50	\$ 159.14
Non-commercial (Two Room Day Rate)	\$ 225.00	\$ 231.75	\$ 238.70
Commercial (Single Room Rate)	\$ 60.00	\$ 61.80	\$ 63.65
Commercial (Two Room Rate)	\$ 90.00	\$ 92.70	\$ 95.48
Commercial (Single Room Day Rate)	\$ 300.00	\$ 309.00	\$ 318.27
Commercial (Two Room Day Rate)	\$ 450.00	\$ 463.50	\$ 477.41
Kitchen Hourly Rate	\$ 10.00	\$ 10.30	\$ 10.61
Kitchen Daily Rate	\$ 50.00	\$ 51.50	\$ 53.05
Patio Plaza (Non-Commercial Rate)	\$ 30.00	\$ 30.90	\$ 31.83
Patio Plaza (Non-Commercial Day Rate)	\$ 150.00	\$ 154.50	\$ 159.14
Patio Plaza (Commercial Rate)	\$ 60.00	\$ 61.80	\$ 63.65
Patio Plaza (Commercial Day Rate)	\$ 300.00	\$ 309.00	\$ 318.27
Sportbox Rental	\$ 15.00	\$ 15.45	\$ 15.91
Sportbox Rental (Day Rate)	\$ 75.00	\$ 77.25	\$ 79.57
Rental / Damage Deposit	\$ 150.00	\$ 150.00	\$ 150.00

Mount Boucherie Community Centre	2026-2027	2027-2028	2028-2029
Non-commercial (Single Room Rate)	\$ 42.64	\$ 43.92	\$ 45.24
Non-commercial (Two Room Rate)	\$ 63.96	\$ 65.88	\$ 67.86
Non-commercial (Three Room Rate)	\$ 85.28	\$ 87.84	\$ 90.47
Non-commercial (Single Room Day Rate)	\$ 213.20	\$ 219.60	\$ 226.18
Non-commercial (Two Room Day Rate)	\$ 319.80	\$ 329.39	\$ 339.28
Non-commercial (Three Room Day Rate)	\$ 426.40	\$ 439.19	\$ 452.37
Commercial (Single Room Rate)	\$ 85.28	\$ 87.84	\$ 90.47
Commercial (Two Room Rate)	\$ 127.92	\$ 131.76	\$ 135.71
Commercial (Three Room Rate)	\$ 170.56	\$ 175.68	\$ 180.95
Commercial (Single Room Day Rate)	\$ 426.40	\$ 439.19	\$ 452.37
Commercial (Two Room Day Rate)	\$ 639.60	\$ 658.79	\$ 678.55
Commercial (Three Room Day Rate)	\$ 852.80	\$ 878.38	\$ 904.74
Kitchen Hourly Rate	\$ 20.00	\$ 20.60	\$ 21.22
Kitchen Daily Rate	\$ 100.00	\$ 103.00	\$ 106.09
Damage Deposit			
Number of People			
0-49	\$ 125.00	\$ 125.00	\$ 125.00
50-99	\$ 175.00	\$ 175.00	\$ 175.00
100-199	\$ 250.00	\$ 250.00	\$ 250.00
200+	\$ 375.00	\$ 375.00	\$ 375.00

Mount Boucherie Arena	2026-2027	2027-2028	2028-2029
Youth Prime	\$ 112.73	\$ 116.12	\$ 119.60
Youth Non Prime	\$ 86.73	\$ 89.33	\$ 92.01
Youth Tournament	\$ 147.39	\$ 151.81	\$ 156.37
Youth Summer	\$ 147.39	\$ 151.81	\$ 156.37
Adult Summer	\$ 259.87	\$ 267.67	\$ 275.70
Adult Prime	\$ 225.47	\$ 232.23	\$ 239.20
Adult Non Prime	\$ 173.45	\$ 178.66	\$ 184.02
Commercial Ice	\$ 290.00	\$ 298.70	\$ 307.66
Youth Dry Floor	\$ 55.00	\$ 56.65	\$ 58.35
Adult Dry Floor	\$ 85.00	\$ 87.55	\$ 90.18
Event Floor Installation - Flat Rate	\$ 2,100.00	\$ 2,163.00	\$ 2,227.89
Special Event	Negotiable	Negotiable	Negotiable
SD23 Joint use schools	No Charge	No Charge	No Charge

<i>Prime Rate is defined as:</i>	<i>Weekdays: 8:00 am - 11:00 pm</i> <i>Weekends: 8:00 am - 11:00 pm</i>
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<i>Non Prime Rate is defined as:</i>	<i>Weekdays: 5:00 am - 8:00 am</i> <i>Weekdays: 11:00 pm - 1:00 am</i> <i>Weekends: 5:00 am - 8:00 am</i> <i>Weekends: 11:00 pm - 1:00 am</i>
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Miscellaneous	2026-2027	2027-2028	2028-2029
Maintenance and Vandalism Fee	\$ 100.00	\$ 100.00	\$ 100.00
General Liability Insurance	Actual	Actual	Actual
Lockers (per year)	\$ 221.45	\$ 228.09	\$ 234.94

Additional Requests at cost plus CWK admin charge

Sport Fields		2026-2027	2027-2028	2028-2029
Youth Rental Rates				
	Class A	\$ 17.51	\$ 18.04	\$ 18.58
	Class B	\$ 11.43	\$ 11.78	\$ 12.13
	Class C	\$ 5.15	\$ 5.30	\$ 5.46
Adult Rental Rates				
	Class A	\$ 35.02	\$ 36.07	\$ 37.15
	Class B	\$ 22.87	\$ 23.55	\$ 24.26
	Class C	\$ 10.30	\$ 10.61	\$ 10.93
Adult Non Prime Rates				
	Class A	\$ 17.51	\$ 18.04	\$ 18.58
	Class B	\$ 11.43	\$ 11.78	\$ 12.13
	Class C	\$ 5.15	\$ 5.30	\$ 5.46
<i>Non Prime Rate is defined as:</i>		<i>Weekdays: 9am - 3:00 pm</i>		

Tournament Maintenance Fee (Day Rate)				
	Class A	\$ 100.00	\$ 103.00	\$ 106.09
	Class B	\$ 100.00	\$ 103.00	\$ 106.09
	Class C	\$ 100.00	\$ 103.00	\$ 106.09

Special Event Park Use Permit		2026-2027	2027-2028	2028-2029
Community Parks				
Daily Rates Based on Number of Participants:				
	1 - 99	\$ 79.57	\$ 81.95	\$ 84.41
	100 - 250	\$ 119.17	\$ 122.75	\$ 126.43
	251 - 500	\$ 238.34	\$ 245.49	\$ 252.86
	500+	\$ 397.37	\$ 409.30	\$ 421.57
	Park Special Access Permit	\$ 174.79	\$ 180.03	\$ 185.44
	Sport Field Gazebo Rentals	\$ 21.37	\$ 22.01	\$ 22.67
	Sport Field Gazebo Rentals (Day Rate)	\$ 106.86	\$ 110.07	\$ 113.37
	Beach Volley Ball Courts	\$ 6.70	\$ 6.90	\$ 7.10

All Parks are available for booking subject to City approval

Multipurpose Sports Dome		2026-2027	2027-2028	2028-2029
	Full Field - Prime Rate	\$ 202.86	\$ 208.94	\$ 215.21
	Full Field - Non Prime Rate	\$ 127.51	\$ 131.34	\$ 135.28
	Youth Rate - Full Field	\$ 101.46	\$ 104.50	\$ 107.63
	Half Field - Prime Rate	\$ 101.46	\$ 104.50	\$ 107.63
	Half Field - Non Prime Rate	\$ 63.76	\$ 65.67	\$ 67.64
	Westside Youth Soccer Association Rate	\$ 63.76	\$ 65.67	\$ 67.64
	Commercial Rate	\$ 231.65	\$ 238.60	\$ 245.75

<i>Prime Rate is defined as:</i>	<i>Weekdays: 3:00 pm - 11:00 pm</i> <i>Weekends: 8:00 am - 11:00 pm</i>
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<i>Non Prime Rate is defined as:</i>	<i>Weekdays: 6:00 am - 3:00 pm</i> <i>Weekends: 6:00 am - 8:00 am</i>
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Appendix C forming part of Bylaw No. 0028.87

Schedule 13B			
WESTBANK LIONS COMMUNITY CENTRE RENTAL RATES			
Effective September 1, 2026 - August 31, 2029 (Prices do not include Taxes)			

Main Hall	2026-2027	2027-2028	2028-2029
Hourly	\$ 85.29	\$ 87.85	\$ 90.48
Sunday to Thursday (Day Rate)	\$ 426.45	\$ 439.24	\$ 452.42
Sun to Thur + Kitchen for Snacks (Day Rate)	\$ 534.92	\$ 550.97	\$ 567.50
Sun to Thur + Full Kitchen (Day Rate)	\$ 589.16	\$ 606.83	\$ 625.04
Friday & Saturday Event Rate (Day Rate)	\$ 746.28	\$ 768.67	\$ 791.73
Friday & Saturday + Kitchen for Snacks (Day Rate)	\$ 854.76	\$ 880.40	\$ 906.81
Friday & Saturday + Full Kitchen (Day Rate)	\$ 908.99	\$ 936.26	\$ 964.35

Room B	2026-2027	2027-2028	2028-2029
Hourly	\$ 42.64	\$ 43.92	\$ 45.24
Sunday to Thursday (Day Rate)	\$ 213.22	\$ 219.62	\$ 226.21
Sun to Thur + Kitchen for Snacks (Day Rate)	\$ 321.70	\$ 331.35	\$ 341.29
Sun to Thur + Full Kitchen (Day Rate)	\$ 375.93	\$ 387.21	\$ 398.83
Friday & Saturday Event Rate (Day Rate)	\$ 373.14	\$ 384.34	\$ 395.87
Friday & Saturday + Kitchen for Snacks (Day Rate)	\$ 481.62	\$ 496.06	\$ 510.95
Friday & Saturday + Full Kitchen (Day Rate)	\$ 535.85	\$ 551.93	\$ 568.49

Room C	2026-2027	2027-2028	2028-2029
Hourly	\$ 42.64	\$ 43.92	\$ 45.24
Sunday to Thursday (Day Rate)	\$ 213.22	\$ 219.62	\$ 226.21
Sun to Thur + Kitchen for Snacks (Day Rate)	\$ 321.70	\$ 331.35	\$ 341.29
Sun to Thur + Full Kitchen (Day Rate)	\$ 375.93	\$ 387.21	\$ 398.83
Friday & Saturday Event Rate (Day Rate)	\$ 373.14	\$ 384.34	\$ 395.87
Friday & Saturday + Kitchen for Snacks (Day Rate)	\$ 481.62	\$ 496.06	\$ 510.95
Friday & Saturday + Full Kitchen (Day Rate)	\$ 535.85	\$ 551.93	\$ 568.49

Room B & C	2026-2027	2027-2028	2028-2029
Hourly	\$ 63.97	\$ 65.89	\$ 67.86
Sunday to Thursday (Day Rate)	\$ 319.84	\$ 329.43	\$ 339.31
Sun to Thur + Kitchen for Snacks (Day Rate)	\$ 428.31	\$ 441.16	\$ 454.39
Sun to Thur + Full Kitchen (Day Rate)	\$ 482.55	\$ 497.02	\$ 511.93
Friday & Saturday Event Rate (Day Rate)	\$ 559.71	\$ 576.50	\$ 593.80
Friday & Saturday + Kitchen for Snacks (Day Rate)	\$ 668.19	\$ 688.23	\$ 708.88
Friday & Saturday + Full Kitchen (Day Rate)	\$ 722.42	\$ 744.10	\$ 766.42

Kitchen Only	2026-2027	2027-2028	2028-2029
Hourly	\$ 43.39	\$ 44.69	\$ 46.03
Day Rate	\$ 216.95	\$ 223.46	\$ 230.16

Main Hall + Room B or C	2026-2027	2027-2028	2028-2029
Hourly	\$ 106.61	\$ 109.81	\$ 113.10
Sunday to Thursday (Day Rate)	\$ 533.06	\$ 549.05	\$ 565.52
Sun to Thur + Kitchen for Snacks (Day Rate)	\$ 641.53	\$ 660.78	\$ 680.60
Sun to Thur + Full Kitchen (Day Rate)	\$ 695.77	\$ 716.64	\$ 738.14
Friday & Saturday Event Rate (Day Rate)	\$ 932.85	\$ 960.84	\$ 989.67
Friday & Saturday + Kitchen for Snacks (Day Rate)	\$ 1,041.33	\$ 1,072.57	\$ 1,104.74
Friday & Saturday + Full Kitchen (Day Rate)	\$ 1,095.56	\$ 1,128.43	\$ 1,162.28

Main Hall + Room B & C	2026-2027	2027-2028	2028-2029
Hourly	\$ 127.93	\$ 131.77	\$ 135.73
Sunday to Thursday (Day Rate)	\$ 639.67	\$ 658.86	\$ 678.63
Sun to Thur + Kitchen for Snacks (Day Rate)	\$ 748.15	\$ 770.59	\$ 793.71
Sun to Thur + Full Kitchen (Day Rate)	\$ 802.38	\$ 826.45	\$ 851.25
Friday & Saturday Event Rate (Day Rate)	\$ 1,119.43	\$ 1,153.01	\$ 1,187.60
Friday & Saturday + Kitchen for Snacks (Day Rate)	\$ 1,227.90	\$ 1,264.74	\$ 1,302.68
Friday & Saturday + Full Kitchen (Day Rate)	\$ 1,282.14	\$ 1,320.60	\$ 1,360.22

Rental Hold Deposit	2026-2027	2027-2028	2028-2029
	\$ 100.00	\$ 100.00	\$ 100.00

Damage Deposit	2026-2027	2027-2028	2028-2029
Number of People			
0-49	\$ 250.00	\$ 250.00	\$ 250.00
50-99	\$ 350.00	\$ 350.00	\$ 350.00
100-199	\$ 500.00	\$ 500.00	\$ 500.00
200+	\$ 750.00	\$ 750.00	\$ 750.00

Equipment Rental for Outside Use	2026-2027	2027-2028	2028-2029
Tables	\$ 10.00	\$ 10.00	\$ 10.00
Chairs	\$ 2.00	\$ 2.00	\$ 2.00

Appendix D forming part of Bylaw No. 0028.87

Schedule 14						
JOHNSON BENTLEY MEMORIAL AQUATIC CENTRE RATES						
Effective September 1, 2026 - August 31, 2027 (All Prices include Taxes)						
Pool Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 6.39	\$ 50.73	\$ 57.06	\$ 145.80	\$ 253.53	\$ 443.67
Infant	Free	Free	Free	Free	Free	Free
Preschool	\$ 1.91	\$ 15.24	\$ 17.15	\$ 43.78	\$ 76.07	\$ 133.13
Child	\$ 3.81	\$ 30.44	\$ 34.25	\$ 87.50	\$ 152.13	\$ 266.20
Youth	\$ 4.79	\$ 38.06	\$ 42.80	\$ 109.33	\$ 190.14	\$ 332.74
Senior	\$ 4.79	\$ 38.06	\$ 42.80	\$ 109.33	\$ 190.14	\$ 332.74
Senior 75+	\$ 3.81	\$ 30.44	\$ 34.25	\$ 87.50	\$ 152.13	\$ 266.20
Family	\$ 13.34	\$106.50	\$ 119.79	\$ 306.17	\$ 532.41	\$ 931.69

Weight/Circuit Room Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 6.18	\$ 49.18	\$ 55.36	\$ 141.42	\$ 245.91	\$ 430.39
Youth	\$ 4.64	\$ 36.93	\$ 41.51	\$ 106.09	\$ 184.47	\$ 322.80
Senior	\$ 4.64	\$ 36.93	\$ 41.51	\$ 106.09	\$ 184.47	\$ 322.80
Senior 75+	\$ 3.71	\$ 29.51	\$ 33.22	\$ 84.87	\$ 147.55	\$ 258.22
Family	\$ 12.93	\$103.31	\$ 116.24	\$ 296.95	\$ 516.44	\$ 903.72

Facility Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 8.91	\$ 71.02	\$ 79.88	\$ 204.09	\$ 354.94	\$ 621.14
Youth	\$ 6.70	\$ 53.25	\$ 59.89	\$ 153.11	\$ 266.20	\$ 465.87
Senior	\$ 6.70	\$ 53.25	\$ 59.89	\$ 153.11	\$ 266.20	\$ 465.87
Senior 75+	\$ 5.36	\$ 42.59	\$ 47.95	\$ 122.47	\$ 212.95	\$ 372.71
Family	\$ 18.64	\$149.09	\$ 167.74	\$ 428.58	\$ 745.36	\$ 1,304.34

Schedule 14

JOHNSON BENTLEY MEMORIAL AQUATIC CENTRE RATES

Effective September 1, 2027 - August 31, 2028 (All Prices include Taxes)

Pool Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 6.58	\$ 52.25	\$ 58.77	\$ 150.17	\$ 261.14	\$ 456.98
Infant	Free	Free	Free	Free	Free	Free
Preschool	\$ 1.96	\$ 15.70	\$ 17.66	\$ 45.09	\$ 78.35	\$ 137.12
Child	\$ 3.93	\$ 31.35	\$ 35.27	\$ 90.12	\$ 156.69	\$ 274.19
Youth	\$ 4.93	\$ 39.20	\$ 44.08	\$ 112.61	\$ 195.84	\$ 342.72
Senior	\$ 4.93	\$ 39.20	\$ 44.08	\$ 112.61	\$ 195.84	\$ 342.72
Senior 75+	\$ 3.93	\$ 31.35	\$ 35.27	\$ 90.12	\$ 156.69	\$ 274.19
Family	\$ 13.74	\$109.70	\$ 123.38	\$ 315.35	\$ 548.38	\$ 959.64

Weight/Circuit Room Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 6.37	\$ 50.66	\$ 57.02	\$ 145.66	\$ 253.29	\$ 443.30
Youth	\$ 4.77	\$ 38.03	\$ 42.75	\$ 109.27	\$ 190.01	\$ 332.49
Senior	\$ 4.77	\$ 38.03	\$ 42.75	\$ 109.27	\$ 190.01	\$ 332.49
Senior 75+	\$ 3.82	\$ 30.39	\$ 34.21	\$ 87.42	\$ 151.97	\$ 265.97
Family	\$ 13.31	\$106.41	\$ 119.72	\$ 305.86	\$ 531.94	\$ 930.83

Facility Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 9.18	\$ 73.15	\$ 82.27	\$ 210.22	\$ 365.59	\$ 639.78
Youth	\$ 6.90	\$ 54.85	\$ 61.69	\$ 157.70	\$ 274.19	\$ 479.85
Senior	\$ 6.90	\$ 54.85	\$ 61.69	\$ 157.70	\$ 274.19	\$ 479.85
Senior 75+	\$ 5.52	\$ 43.87	\$ 49.38	\$ 126.14	\$ 219.34	\$ 383.89
Family	\$ 19.20	\$153.57	\$ 172.77	\$ 441.44	\$ 767.72	\$ 1,343.47

Schedule 14						
JOHNSON BENTLEY MEMORIAL AQUATIC CENTRE RATES						
Effective September 1, 2028 - August 31, 2029 (All Prices include Taxes)						
Pool Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 6.77	\$ 53.82	\$ 60.54	\$ 154.68	\$ 268.97	\$ 470.69
Infant	Free	Free	Free	Free	Free	Free
Preschool	\$ 2.02	\$ 16.17	\$ 18.19	\$ 46.44	\$ 80.70	\$ 141.23
Child	\$ 4.04	\$ 32.29	\$ 36.33	\$ 92.83	\$ 161.40	\$ 282.42
Youth	\$ 5.08	\$ 40.38	\$ 45.40	\$ 115.99	\$ 201.72	\$ 353.01
Senior	\$ 5.08	\$ 40.38	\$ 45.40	\$ 115.99	\$ 201.72	\$ 353.01
Senior 75+	\$ 4.04	\$ 32.29	\$ 36.33	\$ 92.83	\$ 161.40	\$ 282.42
Family	\$ 14.15	\$112.99	\$ 127.08	\$ 324.81	\$ 564.83	\$ 988.43

Weight/Circuit Room Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 6.56	\$ 52.18	\$ 58.73	\$ 150.03	\$ 260.89	\$ 456.60
Youth	\$ 4.92	\$ 39.17	\$ 44.04	\$ 112.55	\$ 195.71	\$ 342.46
Senior	\$ 4.92	\$ 39.17	\$ 44.04	\$ 112.55	\$ 195.71	\$ 342.46
Senior 75+	\$ 3.93	\$ 31.31	\$ 35.24	\$ 90.04	\$ 156.53	\$ 273.95
Family	\$ 13.71	\$109.60	\$ 123.31	\$ 315.03	\$ 547.89	\$ 958.76

Facility Admission	Single	10 Ticket	1 Month	3 Month	6 Month	One Year
Adult	\$ 9.45	\$ 75.34	\$ 84.74	\$ 216.52	\$ 376.55	\$ 658.97
Youth	\$ 7.10	\$ 56.49	\$ 63.54	\$ 162.43	\$ 282.42	\$ 494.24
Senior	\$ 7.10	\$ 56.49	\$ 63.54	\$ 162.43	\$ 282.42	\$ 494.24
Senior 75+	\$ 5.68	\$ 45.18	\$ 50.87	\$ 129.93	\$ 225.92	\$ 395.40
Family	\$ 19.78	\$158.17	\$ 177.95	\$ 454.68	\$ 790.75	\$ 1,383.77



INFORMATION ONLY COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **Mount Boucherie Community Centre Restoration – April 2026 Update**

Prepared by: Erin Goodwin, Facilities and Recreation Manager

Reviewed by: Patrick Pulak, General Manager of Operations

INFORMATION SUMMARY

There is no recommendation. This report is for information only.

The purpose of this report is to provide Council with an update related to the Mount Boucherie Community Centre (MBCC) Restoration Project for the period between January 1, 2026 and March 31, 2026.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Strengthen Our Community – We will provide opportunities for the residents of West Kelowna to build connections, celebrate successes, embrace the community's strengths and diversity, address shared needs, and contribute to shaping the community's future.

BACKGROUND

Constructed in 1974, the Mount Boucherie Community Centre (MBCC) was a thriving home to many activities for the residents of our community. In 2009, the facility was transformed into a temporary City Hall for West Kelowna. In 2024, the facility was vacated and planning to convert the building back into a community centre was well underway.

In November of 2025, construction for the MBCC Restoration Project began. Once complete, it will become a joint use facility for childcare, community programming, public rentals, and City administrative offices.

Below is a project update for the period between January 1 – March 31, 2026.

Construction Update

During the previous reporting period the City finalized all construction agreements and the contractor was able to mobilize on the site and start the demolition phase of the project. Listed below are some of the milestones achieved during the reporting period between January 1 – March 31, 2026:

- Demolishing, removal, and disposal of interior wall systems, flooring, ceiling tiles, data lines, furniture, equipment, etc. – **Completed**
- Hazardous material removal (asbestos, vermiculite, etc.) – **Completed**
- Structural items related to sprinkler system have been resolved.
- Structural items related to masonry block walls and new openings are 90% resolved. One item related to a structural header above the main entrance door remains outstanding.
- Walls have been framed.
- Plumbing and electrical work has started.
- Civil works for new playground area has started.
- Request For Proposal (RFP) was issued for the removal of the modular trailers from the parking lot. The successful contractor submitted a bid to remove the trailers at no cost to the City. In return, the contractor will retain ownership of the trailers. The City created a \$50,000 line item to remove these trailers. As a result, the City will see a project savings of \$50,000 due to this RFP award.
- Operating Agreement between the City and BGC Okanagan has been drafted and being reviewed.

Risk Registry Update

Attached to this staff report is a summary of the updated risk registry. The total number of risks being managed on the risk registry has increased from 47 to 48. Twenty-two (22) of those risks have been closed out with 26 still outstanding. As identified in previous reports, some risks will need to be managed for the entire duration of the project resulting in them staying open until the end of the project.

This risk registry will continue to act as a working document throughout the project where additional risks may be added, if discovered during construction. An update to the risk registry will be included in future project updates to Council.

Highlighted below is an update to some of the larger risks currently being managed as well as some of the risks that have been closed out or added since the last reporting period. Although a solution to mitigate certain risks has been created, they will continue to stay open until the work is 100% completed.

Risk Number	Risk	Response and Notes
2	Structural Deficiencies	<p>To minimize impact, contractor retained a structural engineer to assess the site and review historical documents to identify any anticipated deficiencies. Some structural items may be unavoidable. Some may also be hidden and not discovered until demolition.</p> <p>Known structural items are included in project construction agreement. Unknown items will be covered in project contingency.</p> <p>UPDATE: Structural items related to masonry block walls and new openings are 90% resolved. One item related to a structural header above the main entrance door remains outstanding. Risk will stay open until all work has been completed.</p>
3	Contamination Abatement	<p>Hazmat assessment was completed. Remediation plan was created. Cost estimated are included in the project budget.</p> <p>Asbestos-containing rain water leaders were uncovered during demolition and found to be leaking. Pricing has been submitted for removal and replacement and will be covered from project contingency.</p> <p>\$67,000 budget line was carried by contractor for this work. Contingency in place for unforeseen conditions found during demolition.</p> <p>UPDATE: Complete</p>
9	Trailer Removal Delays	<p>Coordinate early procurement strategy for the removal of these trailers.</p> <p>\$50,000 cash allowance in construction contract was carried for this work. Potential savings if it comes in less. Contingency in place if costs come in higher.</p> <p>UPDATE: RFP was issued. Contract was awarded. Work is scheduled to be completed in June. No additional costs to the City. Project savings of \$50,000. Risk will stay open until work is completed.</p>
11	Structural - Sprinkler System	<p>After design development, it was discovered that structural support will be required for main sprinkler line due to load capacity of existing trusses.</p> <p>Engineer is reviewing the structural requirements for the new sprinkler system and options for consideration.</p> <p>Any additional costs will need to be taken from project contingency.</p> <p>UPDATE: Engineers modified the sprinkler structural design from a ceiling suspended system to a wall suspended system to ensure ceiling structural load is not overloaded. Change order has been issued. Risk will stay open until work is completed.</p>
12	Structural - Masonry Block Walls (reinforcement)	<p>Some crumbling masonry was discovered during demolition - after design development. Engineer is reviewing the structural requirements for the masonry block repairs.</p> <p>Any additional costs will need to be taken from project contingency.</p> <p>COMPLETE: Structural items related to these masonry block walls and new openings are resolved.</p>
35	Child Care Operating Agreement	<p>UPDATE: Operating Agreement between the City and BGC Okanagan has been drafted and being reviewed.</p>
39	Construction Schedule Delays	<p>Ongoing item that wont be closed out until end of project. Additionally, the project budget supports Colliers project management services during project close out phases (Oct 31). Budget currently has a \$25,000 contingency for any extended services beyond Oct 31. UPDATE: Team has set up additional touch point meetings to check in with progress of work and change directive items. This includes weekly site visits, biweekly contractor meetings, and biweekly client meetings. This will continue as the project proceeds forward towards key milestone move in and project completion dates.</p>
48	Occupancy Delays (new)	<p>UPDATE: The project will have two key milestones when getting occupancy. The first key milestone will be obtaining temporary occupancy for staff to move out of the trailers into MBCC sometime around June. The second key milestone date will be BGCO moving into the building after substantial completion is met in September. To assist with mitigating any delays, the project team is completing weekly site visits, biweekly contractor meetings, client touch point meetings, and has established a moving committee. These will continue until these milestones are achieved and the project is complete.</p>

See attached document for full list and summary related to the project risk registry.

Schedule Update

Project schedule is considered low risk with substantial completion still tracking for September, 2026.

The trailers are scheduled to be removed in June. As a result, the contractor will be applying for temporary occupancy in the coming weeks to relocate staff out of the modular trailers and into MBCC. In preparation for this move, the contractor will focus on completing the administrative offices, public reception, and washroom areas of the building (Phase 1). Once these areas are completed and temporary occupancy is received, staff will be moved into MBCC and the trailers will be removed from the property. The contractor will then continue to finalize the banquet hall, childcare areas, parking lot, and playground areas (Phase 2) through the summer months with a total completion date scheduled for September.

Below are some upcoming project milestone dates:

April	Mechanical, electrical, and plumbing work being finalized. Audio visual work starts.
May	Phase 1 drywall, flooring, millwork, doors, windows.
June	Phase 1 construction complete, temporary occupancy, trailer removal, staff move into MBCC
July	Phase 2 drywall, flooring, millwork, doors, windows. Exterior civil works will be finalized.
August	Phase 2 construction complete, inspections, commissioning, full occupancy.
September	Project handover / complete

FINANCIAL IMPLICATIONS

Council Approved Funding Strategy	
ChildCare BC New Spaces Fund	\$3,618,176
MBCC Restoration Reserve Fund	\$758,220
Community Growth Fund	\$423,604
Total Budget:	\$4,800,000

Budget Update

The City has issued approximately \$188,000 in change orders to date. The majority of the change order costs are related to structural deficiencies that included additional demolition and corrective actions required to rectify the deficiencies. Despite the additional change order costs, the project budget is still considered low risk with a healthy contingency of \$352,000 still remaining.

The project also saw a savings of \$50,000 by awarding the parking lot trailer removal to a contractor at no additional cost to the City.

Below is the budget variance update for April, 2026.

Total Funding Available	\$4,800,000
Final Cost Forecasting	\$4,447,904
Forecast Variance at Completion	\$352,096 (contingency)

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
Feb. 10/26	THAT the staff report titled "Mount Boucherie Community Centre Restoration - January 2026 Update" dated February 10, 2026 be received for information. <u>CARRIED UNANIMOUSLY</u>	C055/26
Jan. 27/26	THAT consideration of the staff report titled "Mount Boucherie Community Centre Restoration - January 2026 Update" be deferred to the February 10, 2026 regular Council meeting so that staff can update the report to include a full risk registry. <u>CARRIED UNANIMOUSLY</u>	C044/26
Sept. 16/25	THAT Council direct staff to finalize a construction agreement with Sawchuk Developments Co. Ltd to complete the Mount Boucherie Community Centre ("MBCC") Restoration Project as described in the Report from the Facilities and Recreation Manager, dated September 16, 2025; AND THAT Council authorize the Mayor and Corporate Officer to execute the construction agreement for the MBCC Restoration Project; AND FURTHER THAT Council approve the funding strategy in the report to include \$758,220 from MBCC reserves and \$423,604 from Growing Communities Fund to support the \$4,800,000 project budget. <u>CARRIED UNANIMOUSLY</u>	C213/25

PowerPoint: Yes No

Attachments:
MBCC Restoration – Project Risk Registry

Risk Registry
Mount Boucherie Restoration Project

Existing Site Condition Risks

Number	Risk	Risk Rating	Strategy	Response	Notes
1	Service Tie Ins	6	Mitigate	New accessibility washroom, childcare washrooms, and kitchen layout will require new water, electrical, and data tie in locations throughout the building. Space needs assessment and building code requirements for the project were reviewed to eliminate and site service upgrades and minimize the number of new service tie ins needed inside the buildings.	Complete - Included in the budget
2	Structural Deficiencies	6	Accept	To minimize impact, contractor retained a structural engineer to assess the site and review historical documents to identify any anticipated deficiencies. Some structural items may be unavoidable. Some may also be hidden and not discovered until demolition.	Known structural items are included in project construction agreement. Unknown items will be covered in project contingency. UPDATE: Structural items related to masonry block walls and new openings are 90% resolved. Only one item related to a sagging header above the main entrance door remains outstanding. Risk will stay open until all work has been completed.
3	Contamination Abatement	3	Mitigate	Hazmat assessment was completed. Remediation plan was created. Cost estimated are included in the project budget. Update: Asbestos-containing rain water leaders were uncovered during demolition and found to be leaking. Pricing has been submitted for removal and replacement and will be covered from project contingency.	\$67,000 budget line was carried by contractor for this work. Contingency in place if unforeseen conditions are found during demolition. UPDATE: Complete
4	Traffic Management	2	Mitigate	Contractor to provide proper fencing, signage and traffic control throughout the project.	Included in project construction agreement. Ongoing item that wont be closed out until end of project.
5	Rockfall	4	Mitigate	Historical data shows no rockfall incidents reports within the project area. Team is investigating mitigation barriers as added protection.	No impact to budget at this time.
6	Construction Waste Removal	1	Mitigate	Staging area has been identified. Contractor to coordinate traffic management and security for this area.	Included in project construction agreement. Ongoing item that wont be closed out until end of project.
7	Space Need Increases	2	Accept	Current City and childcare space needs were identified during design development and have been met with some provisions for future staff increases, if required.	Complete - Included in the budget
8	Structural Wall Openings	6	Mitigate	Attempts to limit the number of structural walls impacted by the design were made. Unfortunately, some areas were unavoidable to meet the project space requirements.	Complete - Included in the budget
9	Trailer Removal Delays	2	Mitigate	Coordinate early procurement strategy for the removal of these trailers. UPDATE: RFP for the sale and removal of the trailers has been released.	\$50,000 cash allowance in construction contract was carried for this work. Potential savings if it comes in less. Contingency in place if costs come in higher. UPDATE: RFP was issued. Contract was awarded. Work is scheduled to be completed in June. No additional costs to the City. Project savings of \$50,000. Risk will stay open until work is completed.

10	Mechanical Failures (existing equipment)	6	Accept	Historical data on existing equipment was reviewed. Equipment nearing end of life is being replaced and included in project budget.	Ongoing item that wont be closed out until end of project.
11	Structural - Sprinkler System	9	Accept	After design development, it was discovered that structural support will be required for main sprinkler line due to load capacity of existing trusses. Engineer is reviewing the structural requirements for the new sprinkler system and options for consideration.	Any additional costs will need to be taken from project contingency. UPDATE: Engineers modified the sprinkler structural design from a ceiling suspended system to a wall suspended system to ensure ceiling structural load is not overloaded. Change order has been issued. Risk will stay open until work is completed.
12	Structural - Masonry Block Walls (reinforcement)	9	Accept	Some crumblin masonry was discovered during demolition - after design development. Engineer is reviewing the structural requirements for the masonry block repairs.	Any additional costs will need to be taken from project contingency. COMPLETE: Structural items related to these masonry block walls and new openings are resolved.
13	Structural - Kitchen Passthrough	4	Mitigate	Identified during project design with estimated costs included in the project budget.	Included in project construction agreement. Won't be closed out until work is completed.
14	Below Slab Infrastructure	3	Accept	Existing site records were reviewed. Utility locates will be used to limit any below slab unknowns.	Ongoing item that wont be closed out until end of project.
15	Radon	3	Mitigate	Radon testing was completed in 2025 during project design phase. All information was relayed to design team. No impact to project or its budget.	Complete - Included in the budget
16	Roof Condition	4	Mitigate	Roof assessment was completed. Roof was reported as being in good condition.	Complete - Included in the budget
Infrastructure Upgrade Risks					
17	Water Service Capacity or Upgrade	6	Avoid	Architecture team has carefully assessed the design's water demand to avoid any water service upgrade.	Complete - Included in the budget
18	Parking Lot Upgrades	3	Accept	The condition of the parking lot where the trailers are currently location is unknown and may need some additional work.	\$100,000 cash allowance was included in the construction contract to cover civil works for parking lot and playground areas. Potential savings if it comes in less. Contingency in place if costs come in higher.
19	Asphalt Plant Delays	4	Mitigate	Contractor to engage asphalt plant early and confirm availability for the project.	Ongoing item that wont be closed out until work is completed.
20	Equipment Back Order or Procurement Delays	4	Mitigate	Identify long lead times early in the project. Procure items as soon as possible.	Ongoing item that wont be closed out until work is completed.
21	Electrical Service Upgrades	4	Avoid	Architect and engineer team has carefully assessed the project's design to avoid any site service upgrades.	Complete - Included in the budget
22	Plumbing Service Upgrades	4	Avoid	Architect and engineer team has carefully assessed the project's design to avoid any site service upgrades.	Complete - Included in the budget
23	Fire Sprinkler System Upgrades	3	Avoid	Architect and engineer team has carefully assessed the project's design to avoid any site water service upgrades.	Complete - Included in the budget
24	Folding Partition Wall - Structural Requirements	6	Avoid	Additional structural work may be required for new folding partition wall system. Engineer reviewing structural requirements and providing options for consideration. UPDATE: partition wall systems selected comes with its own structural package. No additional structural work required.	Complete - Included in the budget
25	Folding Partition Wall - Acoustic Properties	3	Accept	Acoustic study was completed for the project. UPDATE: additional acoustics are being recommended for the space. Recommendations are now included into the project design.	Complete - contingency covering upgrade to acoustic properties of operable wall.

26	Folding Partition Wall - Procurement Delays	6	Mitigate	Identify long lead times early in the project. Procure items as soon as possible.	Ongoing item that wont be closed out until work is completed.
Active (Live) Site Risks					
27	MBCC	2	Mitigate	The building where the renovations are happening will not be occupied by public or staff during most of the construction period. A plan to transition staff from the trailers to the building will need to be created. Temporary occupancy may be required prior to staff moving over.	Ongoing item that wont be closed out until end of project.
28	Adjacent High School	2	Mitigate	Fencing and signage has been installed. School has been notified.	Included in project construction agreement. Won't be closed out until project is completed.
29	Adjacent Public Spaces (Arena, Offices, Parking Lot)	4	Mitigate	Fencing and signage has been installed. Occupants and users have been notified. Safe public access to offices has been maintained. Designated contractor and public parking areas have been created.	Included in project construction agreement. Won't be closed out until project is completed.
30	Site Security Fencing	3	Mitigate	Fencing and signage has been installed. Designated pathways have been created. Personal protective equipment and site orientation required by all workers and visitors.	Included in project construction agreement. Won't be closed out until project is completed.
31	Utility Shutdowns (water, electrical, gas, etc.)	3	Mitigate	All service shutdowns will need to carefully coordinated and communicated to limit the impact to users (water, power, gas, etc.).	Ongoing item that wont be closed out until end of project.
Other Risks (finance, permitting, etc.)					
32	Building Code Changes (2025)	6	Accept	Design will be updated building code requirements.	Complete - Included in the budget
33	Building Permit Delays	3	Mitigate	Team will gather and submit all documents as soon as possible. Team lead will work with the City to finalize permit as soon as possible.	Complete - Included in the budget
34	Insurance Requirements	3	Mitigate	Confirm project and site insurances are up to date.	Complete - Included in the budget
35	Child Care Operating Agreement	6	Mitigate	Engage BGCO early in 2026 to create operating agreement. Meeting scheduled late Feb.	Ongoing item that wont be closed out until work is completed. UPDATE: Operating Agreement between the City and BGC Okanagan has been drafted and being reviewed.
36	Playground Space Requirements	2	Mitigate	Confirmation that playground space requirements are met.	Complete - Included in the budget
37	Child Care Space Requirements	3	Mitigate	Confirmation that child care space requirements are met. Design team has cross referenced requirements with BGCO and child care licensing. Official confirmation will not happen until final inspection is completed during licensing application process.	Ongoing item that wont be closed out until final inspection is completed.
38	IHA Requirements	6	Mitigate	Confirmation that child care space requirements are met. Design team has cross referenced requirements with BGCO and child care licensing. Official confirmation will not happen until final inspection is completed during licensing application process.	Ongoing item that wont be closed out until final inspection is completed.

39	Construction Schedule Delays	4	Mitigate	Construction agreement has provisions in place for schedule delays; requiring advance notice from the Design-Builder; are considered out of the Design-Builder's control. Project is tracking for a September 2026 substantial completion. City meets with construction team every two weeks to discuss project and updated schedule. No delays reported to date.	Ongoing item that wont be closed out until end of project. Additionally, the project budget supports Colliers project management services during project close out phases (Oct 31). Budget currently has a \$25,000 contingency for any extended services beyond Oct 31. UPDATE: Team has set up additional touch point meetings to check in with progress of work and change directive items. This includes weekly site visits, biweekly contractor meetings, and biweekly client meetings. This will continue as the project proceed forward towards key milestone move in and project completion dates.
40	Council Project Approval	3	Mitigate	Timing of when Council approves the project may impact schedule. This is now closed.	Complete
41	Provincial Funding Approval	9	Mitigate	Timing of when the Province approves funding may impact schedule. This is now closed.	Complete
42	City Funding Approval	6	Mitigate	Timing of when the City approves funding may impact the schedule. This is now closed.	Complete
43	Wildfires	1	Accept	RLP is a muster centre for major evacuations which may impact the project.	Ongoing item that wont be closed out until end of project.
44	Contractor Mobilization Delays	4	Accept	Maintain updated project calendar and confirm contractor readiness.	Complete
45	Labour Shortages	4	Mitigate	Contractor responsible to retain subcontractors. Pre construction recruitment was completed.	Ongoing item that wont be closed out until end of project.
46	Tariffs	4	Accept	Since the project team has no control of this risk, the strategy will be to accept any imposed tariffs on construction materials and where possible, source out items that may not require tariffs. Project contingency includes \$45,000 for tariff costs. Potential savings if not used.	\$45,000 contingency line was included for the project. Potential savings if not used or comes in less. Additional contingency in place if costs come in higher.
47	BGCO Stakeholder Design Changes	4	Mitigate	Engage BGCO early and have them sign off on project design.	Complete
48	Occupancy Delays (new)	6	Mitigate	To assist with mitigating any delays, the project team is completing weekly site visits, biweekly contractor meetings, client touch point meetings, and has established a moving committee. These will continue until these milestones are achieved and the project is complete.	UPDATE: The project will have two key milestones when getting occupancy. The first key milestone will be obtaining temporary occupancy for staff to move out of the trailers into MBCC sometime around June. The second key milestone date will be BGCO moving into the building after substantial completion is met in September.

22	Complete (Closed Out)
26	Remain (Outstanding)

Updated April 20, 2026



INFORMATION ONLY COUNCIL REPORT

To: Mayor and Council

Date: April 28, 2026

From: Ron Bowles, Chief Administrative Officer

File No: 5500-01

Subject: **BC Hydro Transmission Mains Project – Community Impacts**

Prepared by: Rob Hillis, Senior Manager of Engineering & Capital Projects

Reviewed by: Brent Magnan, General Manager of Community Services

INFORMATION SUMMARY

There is no recommendation. This report is for information only.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Foster Safety and Well-Being – We will pursue through direct action, advocacy, and collaboration with local and regional service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

BACKGROUND

The City of West Kelowna has supported BC Hydro on the preliminary design of the secondary transmission main intended to reinforce power reliability for the west side of Okanagan Lake. This project represents a significant regional utility upgrade that will ultimately benefit residents, businesses, and essential services. The project will provide an additional source of transmission supply to Westbank substation to strengthen the transmission system delivering clean, reliable electricity to Westbank First Nation, West Kelowna, Peachland and parts of Summerland.

Over the past several months, City staff have participated in multiple discussions with BC Hydro as the project design advances. BC Hydro has presented updated routing information, underground and overhead design considerations, and their Structured Decision-Making framework.

Staff have provided preliminary feedback intended to reflect community expectations, and existing City planning documents such as the Official Community Plan (OCP). This is intended to share the community's values and vision for growth. This perspective can conflict with BC Hydro's mandate of safely providing reliable, affordable, clean electricity throughout B.C. They plan the system in accordance with good utility practice and consider their planning objectives, such as:

- Keeping costs down for customers
- Reducing greenhouse gas emissions through clean electricity
- Limiting land and water impacts
- Supporting the growth of B.C.'s economy

This report summarizes the information that City staff have provided to BC Hydro prior to the utility's public engagement and compares the two organizations project objectives for these vital improvements to emergency preparedness.

DISCUSSION

Potential Route Options

City staff have stressed minimizing long-term community impacts, aligning infrastructure with land use plans and OCP policies, protecting established neighbourhoods and growth areas, and ensuring the project supports long-term urban design and livability. While the City recognizes BC Hydro's technical and financial considerations, we also need to ensure that any transmission route reflects West Kelowna's community values and development goals.

BC Hydro has presented three potential route options to tie into the Westbank Substation (Figure 1):

- Option 1 (Orange), Old Okanagan Highway
- Option 2 (Blue), Shannon Lake Road via Daimler Drive or Bartley Road.
- Option 3 (Magenta), Old Okanagan Highway via Butt Road, Bering Road, or Old Okanagan Highway.

Route options: Westbank Substation to Hwy 97

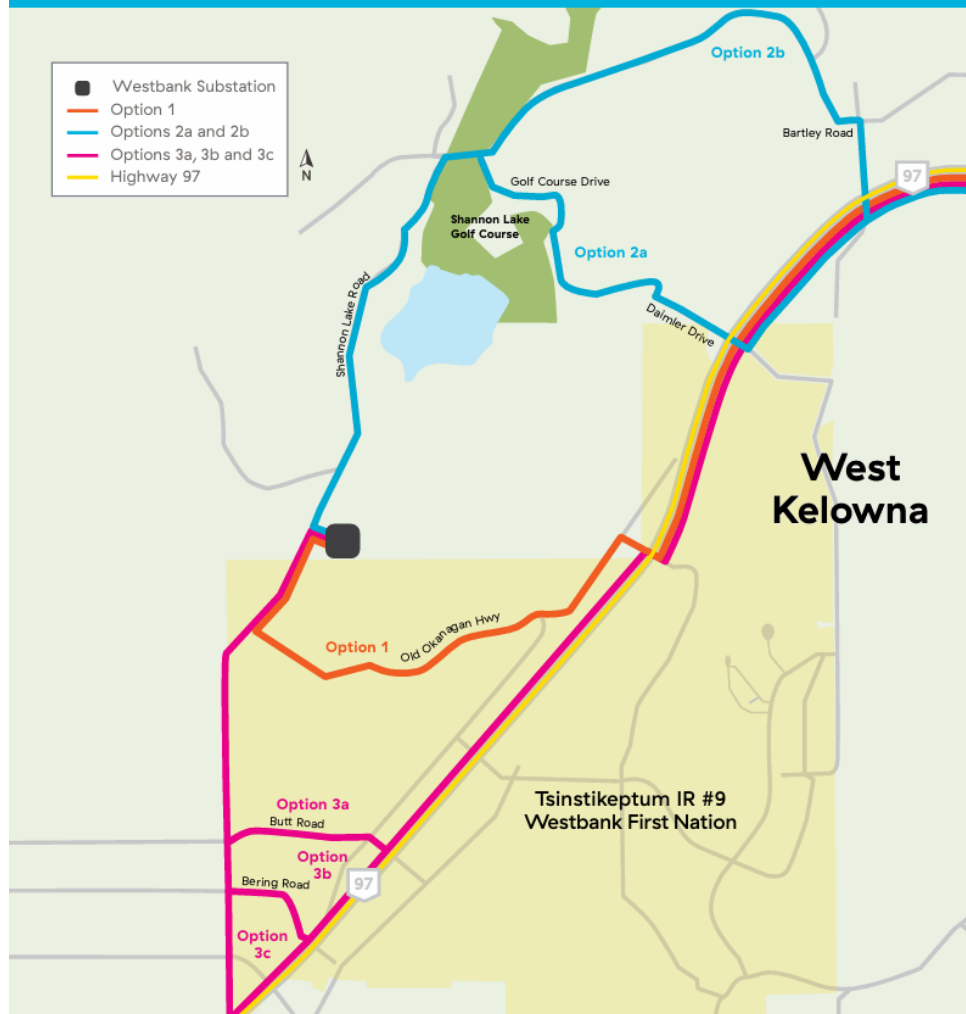


Figure 1: Proposed Routing Options

Staff have conveyed the preference of using Option 1 (orange option), which is a direct route with the least impact on the community. The route utilizes Shannon Lake Road, Old Okanagan Highway, and Highway 97. Among the alternative options presented, Option 3a, is the second most favourable as it has the second least impact on the community. Options 2a and 2b have considerable impacts on the community and travel through residential areas of West Kelowna.

Underground VS Overhead lines

BC Hydro has emphasized that its mandate is to deliver electrical infrastructure in a manner that is economical to construct, cost effective over the long term, and efficient to operate and maintain. These priorities naturally lead BC Hydro to prefer overhead

transmission alignments, which have lower capital cost, simplified maintenance access, and fewer excavation related risks. BC Hydro has shown a clear preference for overhead structures wherever feasible. City staff have conveyed the following preliminary feedback:

- Overhead lines are not supported in Westbank Centre, established residential neighbourhoods, or growth areas identified in the OCP. These areas are expected to accommodate higher pedestrian activity, future intensification, and sensitive land uses. Overhead installations in such locations would conflict with community character, streetscape goals, and future development expectations.
- Overhead lines may be acceptable in limited, non-residential areas, such as along the Highway 97 corridor or within existing commercial/industrial zones.

Conclusion

BC Hydro’s secondary transmission main is a significant regional investment that will strengthen electrical reliability for West Kelowna and surrounding communities. City staff have emphasized minimizing long-term community impacts and ensuring the preferred route and infrastructure form aligns with West Kelowna’s land use plans, OCP policies, and neighbourhood character. Staff have communicated a preference for the most direct routing option with the least community disruption and have advised that overhead transmission may be appropriate only in non-residential corridors, while underground lines are strongly preferred through Westbank Centre, established residential areas, and identified growth areas.

The upcoming community meeting will provide an opportunity for Council and staff to hear directly from residents and will help inform the City’s formal response to BC Hydro. After the community meeting staff will prepare a formal response for Council’s consideration for the following City of West Kelowna Council Meeting. The response will be shared with the BC Utilities Commission, whom BC Hydro will be seeking project approval from.

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
April 14, 2026	THAT staff be directed to schedule and advertise a formal community meeting in May for the purpose of receiving public feedback regarding the BC Hydro Transmission project.	C101/26

PowerPoint: Yes No



BYLAW COVER PAGE

April 28, 2026 Agenda Item # 9.11

**City of West Kelowna Zoning Amendment
Bylaw No. 0320.14**

This bylaw received first, second, and third reading at the March 24, 2026 regular Council meeting and received approval from the Ministry of Transportation and Transit on March 30, 2026; Council may consider bylaw adoption.

CITY OF WEST KELOWNA

BYLAW NO. 0320.14

A BYLAW TO AMEND "ZONING BYLAW NO. 0320"

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0320" under the provisions of the *Local Government Act*.

THEREFORE BE IT RESOLVED that the Council of the City of West Kelowna, in open meeting assembled, hereby enacts as follows:

1. Title

This Bylaw may be cited as "CITY OF WEST KELOWNA ZONING AMENDMENT BYLAW NO. 0320.14".

2. Amendments

"City of West Kelowna Zoning Bylaw No. 0320" is hereby amended as follows:

- 2.1 By changing the zoning on Lot A, DL 2689, Plan KAP19930, as shown on Schedule 'A' attached to and forming part of this bylaw, from Single Detached and Duplex Residential Zone (R1) to Residential Plex Zone (RP1).
- 2.2 By depicting the change on "City of West Kelowna Zoning Bylaw No. 0320 Schedule A" (Zoning Bylaw Map).

READ A FIRST TIME THIS 24TH DAY OF MARCH, 2026

READ A SECOND TIME THIS 24TH DAY OF MARCH, 2026

READ A THIRD TIME THIS 24TH DAY OF MARCH, 2026

APPROVED BY THE MINISTRY OF TRANSPORTATION AND TRANSIT THIS 30TH DAY OF MARCH, 2026

ADOPTED

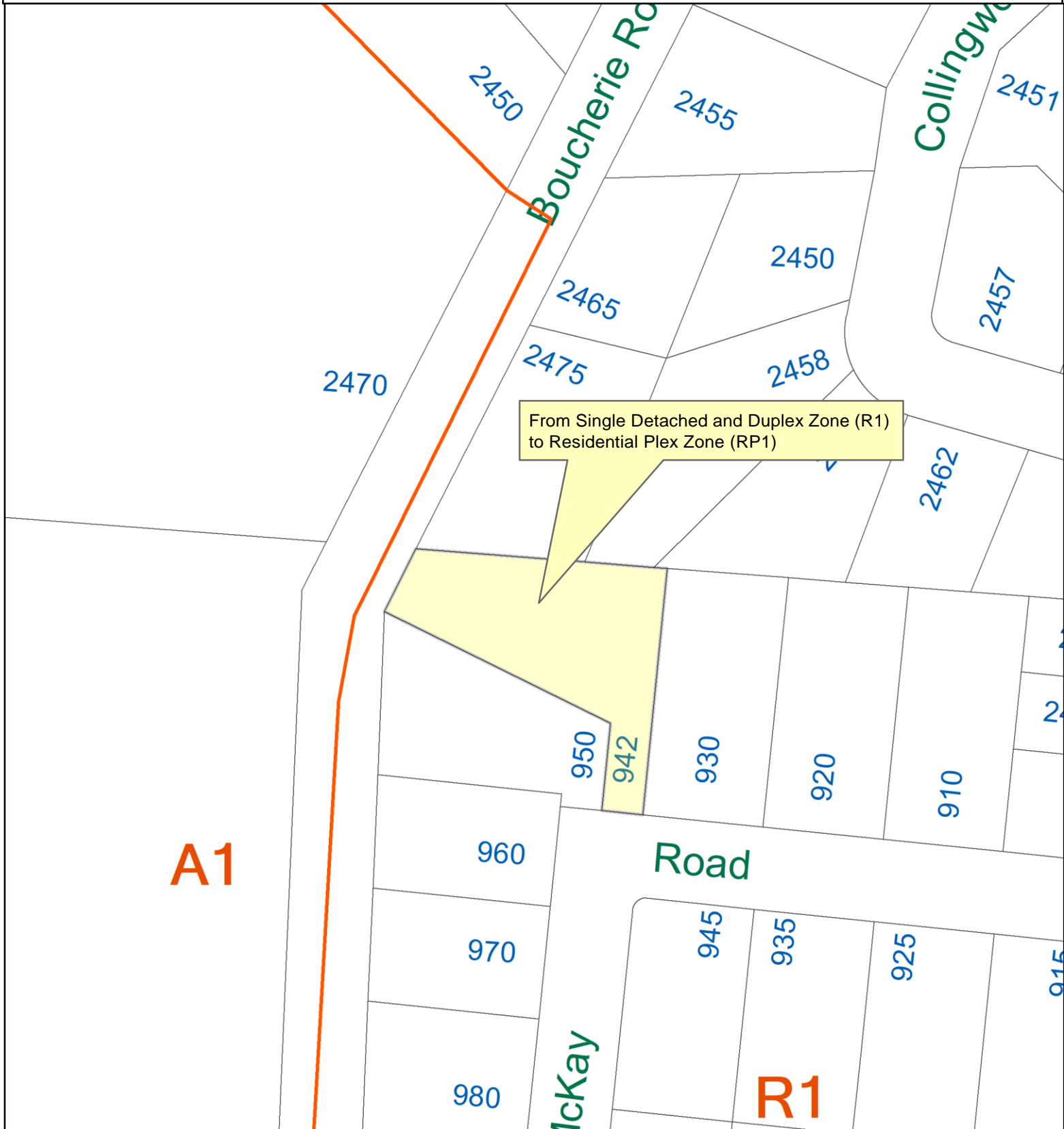
MAYOR

CORPORATE OFFICER



SCHEDULE 'A' of BYLAW NO. 0320.14

Date: 3/9/2026



From R1 to RP1
 Zoning Boundary
 Parcels



4



BYLAW COVER PAGE

April 28, 2026 Agenda Item # 9.12

**Sterile Insect Release Parcel Tax
Bylaw No. 0339, 2026**

This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.

CITY OF WEST KELOWNA

BYLAW NO. 0339

A BYLAW TO IMPOSE A PARCEL TAX UPON OWNERS OF LAND WITHIN
THE CITY OF WEST KELOWNA BEING SERVED BY
THE STERILE INSECT RELEASE PROGRAM

WHEREAS to Section 200 of the *Community Charter* authorizes a local government to impose and levy a Parcel Tax upon the owners of land or real property within the City of West Kelowna being served by the Sterile Insect Release Program.

NOW THEREFORE the Municipal Council of the City of West Kelowna in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as the “Sterile Insect Release Parcel Tax Bylaw No. 0339, 2026”.
2. A Parcel Tax shall be and is hereby imposed and levied upon the owners of land or real property as shown on Schedule “A” attached to and forming part of this bylaw, being served by the Sterile Insect Release Program.
3. An annual tax shall be levied in the amount of \$186.11 per cultivated acre of apple and pear trees on each parcel or groups of parcels of real property within the City of West Kelowna which are capable of benefiting from the Sterile Insect Release Program.

READ A FIRST TIME THIS 14th DAY OF APRIL, 2026
READ A SECOND TIME THIS 14TH DAY OF APRIL, 2026
READ A THIRD TIME THIS 14TH DAY OF APRIL, 2026
ADOPTED THIS

MAYOR

CORPORATE OFFICER

Schedule A
Regional District of Central Okanagan
2026 OKSIR Parcel Tax Roll
Jurisdiction 364

Folio	Regional District	Property Address	Adjusted Acres	x \$186.11
36412256000	Central Okanagan	PRITCHARD, WEST KELOWNA	6.62	\$ 1,232.05
36412267001	Central Okanagan	JENNENS, WEST KELOWNA	1.56	\$ 290.33
36412272000	Central Okanagan	BOUCHERIE, WEST KELOWNA	1	\$ 186.11
36412279000	Central Okanagan	1895 OLD BOUCHERIE, WEST KELOWNA	5.2	\$ 967.77
36412356010	Central Okanagan	4091 HITCHNER, WEST KELOWNA	1	\$ 186.11
36412356251	Central Okanagan	PRITCHARD, WEST KELOWNA	7.89	\$ 1,468.41
36412356256	Central Okanagan	3802 PRITCHARD, WEST KELOWNA	3.52	\$ 655.11
36412356257	Central Okanagan	BOUCHERIE, WEST KELOWNA	3.3	\$ 614.16
36412504000	Central Okanagan	3630 ELLIOTT, WEST KELOWNA	1.24	\$ 230.78
36412515000	Central Okanagan	3631 PAYNTER, WEST KELOWNA	1.27	\$ 236.36
36412643756	Central Okanagan	1 - 3687 PAYNTER, WEST KELOWNA	1	\$ 186.11
36413307001	Central Okanagan	SMITH CREEK, WEST KELOWNA	1	\$ 186.11
36413312000	Central Okanagan	3000 ELLIOTT, WEST KELOWNA	1	\$ 186.11
36413313000	Central Okanagan	3030 ELLIOTT, WEST KELOWNA	3.15	\$ 586.25
36413314000	Central Okanagan	3100 ELLIOTT, WEST KELOWNA	7.54	\$ 1,403.27
36413334090	Central Okanagan	2601 RUBICON, WEST KELOWNA	1	\$ 186.11
36413334092	Central Okanagan	2585 RUBICON, WEST KELOWNA	1	\$ 186.11
36413339000	Central Okanagan	3385 ELLIOTT, WEST KELOWNA	5.15	\$ 958.47
36413346000	Central Okanagan	3344 ELLIOTT, WEST KELOWNA	2.51	\$ 467.14
36413361000	Central Okanagan	2672 SCHARF, WEST KELOWNA	3.15	\$ 586.25
36413393000	Central Okanagan	3887 BROWN, WEST KELOWNA	2.09	\$ 388.97
36413689486	Central Okanagan	3224 KING, WEST KELOWNA	1	\$ 186.11
36413689487	Central Okanagan	3228 KING, WEST KELOWNA	1	\$ 186.11
36413689488	Central Okanagan	3230 KING, WEST KELOWNA	1	\$ 186.11
36413692001	Central Okanagan	1575 MISSION HILL, WEST KELOWNA	1	\$ 186.11
36414103000	Central Okanagan	3380 POP, WEST KELOWNA	5.25	\$ 977.08
36414108000	Central Okanagan	3311 GLENCOE, WEST KELOWNA	6.04	\$ 1,124.10
36414111096	Central Okanagan	2820 SCHARF, WEST KELOWNA	1	\$ 186.11
36414173000	Central Okanagan	890 ANDERS, WEST KELOWNA	1	\$ 186.11
36414410010	Central Okanagan	3260 SHETLER, WEST KELOWNA	1	\$ 186.11
30			79.48	\$ 14,792.02



BYLAW COVER PAGE

April 28, 2026 Agenda Item # 9.13

**Solid Waste Management Program
Parcel Tax Bylaw No. 0340, 2026**

This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.

CITY OF WEST KELOWNA

BYLAW NO. 0340

A BYLAW TO IMPOSE A PARCEL TAX UPON OWNERS OF LAND WITHIN
THE CITY OF WEST KELOWNA BEING SERVED BY
THE RDCO SOLID WASTE MANAGEMENT PROGRAM

WHEREAS the Council of the City of West Kelowna, pursuant to Section 200 of the *Community Charter*, desires to impose and levy a Parcel Tax upon the owners of land or real property within the City of West Kelowna being served by the RDCO Solid Waste and Recycling program;

NOW THEREFORE the Municipal Council of the City of West Kelowna in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as the "Solid Waste Management Program Parcel Tax Bylaw No. 0340, 2026".
2. A Parcel Tax is hereby imposed and levied upon the owners of land or real property with a residential class assessment that are served or capable of being served by the solid waste and recycling program.
3. An annual tax of \$16.49 shall be levied on each parcel of real property classified as residential (Class 1) within the City of West Kelowna.

READ A FIRST TIME THIS 14TH DAY OF APRIL, 2026
READ A SECOND TIME THIS 14TH DAY OF APRIL, 2026
READ A THIRD TIME THIS 14TH DAY OF APRIL, 2026
ADOPTED THIS

MAYOR

CORPORATE OFFICER



BYLAW COVER PAGE

April 28, 2026 Agenda Item # 9.14

**Asquith Road Transfer Station
Parcel Tax Bylaw No. 0341, 2026**

This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.

CITY OF WEST KELOWNA

BYLAW NO. 0341

A BYLAW TO IMPOSE A PARCEL TAX UPON OWNERS OF LAND WITHIN
THE CITY OF WEST KELOWNA BEING SERVED BY
THE ASQUITH RD TRANSFER STATION

WHEREAS the Council of the City of West Kelowna, pursuant to Section 200 of the *Community Charter*, desires to impose and levy a Parcel Tax upon the owners of land or real property within the City of West Kelowna being served by the Asquith Road Transfer Station;

NOW THEREFORE the Municipal Council of the City of West Kelowna in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as the “Asquith Road Transfer Station Parcel Tax Bylaw No. 0341, 2026”.
2. A Parcel Tax is hereby imposed and levied upon the owners of land or real property with a residential class assessment that are served or capable of being served by the Asquith Road transfer station at the former Westside Landfill.
3. An annual tax of \$46.27 shall be levied on each parcel of real property classified as residential (Class 1) within the City of West Kelowna.

READ A FIRST TIME THIS 14TH DAY OF APRIL, 2026
READ A SECOND TIME THIS 14TH DAY OF APRIL, 2026
READ A THIRD TIME THIS 14TH DAY OF APRIL, 2026
ADOPTED THIS

MAYOR

CORPORATE OFFICER



BYLAW COVER PAGE

April 28, 2026 Agenda Item # 9.15

**Green Bay Dredging Project – Phase 1
Local Area Service Parcel Tax
Bylaw No. 0342, 2026**

This bylaw received first, second, and third reading at the April 14, 2026 regular Council meeting; Council may consider bylaw adoption.

CITY OF WEST KELOWNA

BYLAW NO. 0342

A BYLAW TO ESTABLISH AND IMPOSE A PARCEL TAX ON A LOCAL AREA SERVICE FOR THE OWNERS OF LAND REAL PROPERTY FOR CONSULTATION FEES FOR THE GREEN BAY DREDGING – PHASE 1 PROJECT

WHEREAS pursuant to the provisions of Section 210 of the Community Charter, and amendments thereto, empowers the Council of the City of West Kelowna with the authority to adopt a local area service bylaw to recover costs from property owner's pursuant to Section 216 of the Community Charter and amendments thereto, who derive a benefit from the service provided from local improvement works;

AND WHEREAS the Council of the City of West Kelowna, through alternative approval, has established a local service area for the purpose of financing the consultation for the Green Bay Dredging project.

AND WHEREAS the provisions of Section 213 of the Community Charter has been complied with;

NOW THEREFORE the Municipal Council of the City of West Kelowna, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as the "Green Bay Dredging Project - Phase 1 Local Area Service Parcel Tax Bylaw No. 0342, 2026."
2. In this Bylaw, unless the context otherwise requires: "parcel" means any lot, block or other area in which BC Assessment has assigned one folio number where real property is held or into which it is subdivided.
3. The parcel tax is imposed and levied upon the owners of land or real property, on the basis of a single amount for each parcel, as shown on Schedule "A" attached to and forming part of this bylaw.
4. The parcel tax for 2026 is \$142.46 (one hundred and forty-two dollars and forty-six cents). This rate shall be subject to annual review and may be adjusted accordingly.
5. The tax is imposed for twenty years, commencing in the year 2026 up to and including the year 2045.
6. This bylaw shall come into full force and effect and be binding on all persons for the 2026 year and each subsequent year thereafter.

READ A FIRST TIME THIS 14TH DAY OF APRIL, 2026
READ A SECOND TIME THIS 14TH DAY OF APRIL, 2026
READ A THIRD TIME THIS 14TH DAY OF APRIL, 2026
ADOPTED THIS

MAYOR

CORPORATE OFFICER

Schedule A

