



**CITY OF WEST KELOWNA**  
**MINUTES OF THE SPECIAL MEETING OF COUNCIL**

Monday, December 16, 2019  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

**MEMBERS PRESENT:** Mayor Gord Milsom

Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Jason Friesen  
Councillor Stephen Johnston  
Councillor Carol Zanon  
Councillor Jayson Zilkie

Paul Gipps, CAO  
Allen Fillion, Director of Engineering / Public Works  
Warren Everton, Director of Finance / CFO  
Jason Brolund, Fire Chief  
Sandy Webster, Director of Corporate Initiatives  
Michelle Reid, Director of Human Resources  
Mark Koch, Director of Development Services  
Brent Magnan, Planning Manager  
Bob Dargatz, Development Services/Approving Officer  
Rob Hillis, Engineering Manager  
Shelley Schnitzler, Legislative Services Manager  
Lisa Siavashi, Finance Services Manager / Deputy CFO  
Chad Gartrell, Assistant Fire Chief  
Lionel Bateman, Assistant Fire Chief  
Chris Anderson, Public Works Manager  
Erin Goodwin, Facilities Manager  
Stacey Harding, Parks and Fleet Operations Manager  
Bob Kusch, Recreation and Culture Manager  
Mike Ummenhofer, Purchasing Manager  
Travis Clarke, IT Infrastructure and Systems Supervisor  
Dan Ricciuti, Utilities Supervisor  
Brandon Mayne, Help Desk Assistant  
Jag Badhan, Senior Accountant  
Andrea Mandau, Senior Accountant  
Karen Goodridge-Nagle, Revenue Coordinator

**1. CALL THE SPECIAL COUNCIL MEETING TO ORDER**

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

This meeting was open to the public and all representations to Council formed part of the public record. This meeting was webcast live and archived on the City's website.

The meeting was called to order at 3:02 p.m.

**2. INTRODUCTION OF LATE ITEMS**

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C421/19

**THAT** the agenda be adopted as presented.

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**5. MAYOR AND COUNCILLOR'S REPORTS**

**6. DELEGATIONS**

**7. UNFINISHED BUSINESS**

The following motion was moved and seconded at the December 10, 2019 Special Council Meeting at which time it was postponed to the December 16, 2019 Council Meeting. It is now before Council for consideration:

It was moved and seconded

Resolution No. C422/19

**THAT** Council support the 2020 supplemental New FTE Budget Request:  
FTE2020-10 Utilities Water Meter Technician - Public Works, Water Utility

CARRIED UNANIMOUSLY

**8. DIVISION REPORTS**

**8.1 FINANCIAL SERVICES**

**8.1.1 Draft 2020-2024 Financial Plan, Supplemental Requests and Ten-Year Capital, Bylaw No. 0271**

It was moved and seconded

Resolution No. C423/19

**THAT** Council support the 2020 Capital Budget Request for Roads as follows:

C2020-1 Road Rehab Program \$850,000

C2020-2 Glenrosa from Glen Abbey to McGinnis,  
Construction \$6,500,000

C2020-3 Public Works Frontage Improvements Design \$200,000

C2020-4 Shannon View Slope Improvements \$100,000

C2020-5 Bridges Maintenance - Per Stantec Bridge Maintenance  
Report \$103,350

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C424/19

**THAT** Council support the 2020 Capital Budget Request for Equipment as follows:

C2020-6 Contingent on FTE F150 1/2 ton extended cab 4 X 4 \$40,000

C2020-6 Contingent on FTE F150 1/2 ton extended cab 4 X 4 \$40,000

C2020-7 Contingent on FTE Water Meter Truck \$40,000

C2020-8 F150 extended cab 8' box (replacement) \$40,000

C2020-8 Quad cab (crew) 6.6' box trailer towing package  
(replacement) \$45,000

C2020-9 20' Trailer \$10,000

C2020-10 F550 4 X 4 extended cab with landscape dump box \$85,000

C2020-11 Messaging Sign Board Trailer (2) \$52,000

C2020-12 Artificial Turf Litter Collector \$15,000

C2020-13 Shoring Equipment and Trailer \$24,366

C2020-14 Video Traffic Data Collector (Engineering) \$16,000

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C425/19

**THAT** Council support the 2020 Capital Budget Request for Planning as follows:

Infrastructure Gaps \$50,000

C2020-15 Master Transportation Plan Update \$250,000

CARRIED; Councillor Findlater opposed

It was moved and seconded

Resolution No. C426/19

**THAT** Council support the 2020 Capital Budget Request for Storm Drainage as follows:

C2020-16 Glenrosa - Erosion Protection Glenrosa Road \$250,000

C2020-17 Glenrosa - Drainage Improvements McTaggart Road \$100,000

C2020-18 Menu Road/Vector Road Drainage Repairs \$150,000

CARRIED UNANIMOUSLY

The meeting recessed at 4:05 p.m.

The meeting reconvened at 4:17 p.m.

*Item 8.1.2 - Glenrosa Road Improvements Design Update (with Decision Points) was brought forward for consideration at this time.*

It was moved and seconded

Resolution No. C427/19

**THAT** Council support the 2020 Capital Budget Request for Pedestrian Infrastructure as follows:

C2020-20 Glenrosa Sidewalk from Trails Development to Glen Abbey \$600,000

CARRIED; Councillor Johnston opposed

It was moved and seconded

Resolution No. C428/19

**THAT** Council support Option 2 to extend the sidewalk for approximately 425m on the northeast side of Glenrosa Road from where it currently ends near Walnut Glen Drive to the Webber Road roundabout.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C429/19

**THAT** Council support the 2020 Capital Budget Request for Pedestrian Infrastructure as follows:

C2020-19 Pedestrian Improvement Program - Sidewalks \$1,200,000

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C430/19

**THAT** Council support the 2020 Capital Budget Request for Parks as follows:

C2020-21 Gellatly Boat Launch Improvements \$60,000

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C431/19

**THAT** Council defer consideration of the following 2020 Capital Budget Request to the 2021 Budget:

C2020-22 Memorial Park Bike Skills Park CR20.1 \$67,000

CARRIED; Councillor Zilkie opposed

It was moved and seconded

Resolution No. C432/19

**THAT** Council support the 2020 Capital Budget Requests for Parks and Community Amenities for the following:

C2020-23 Develop Carate Park as Neighbourhood Park \$50,000

C2020-24 Anders Park Parking Improvements \$95,000

C2020-25 Westbank Town Centre Landscape Improvements (3 projects) \$36,000

C2020-26 Parks Irrigation - Renewal and Replacement \$40,000

C2020-27 Beach Volleyball Court Improvements \$34,000

C2020-28 Mount Boucherie Pickleball Expansion \$52,900

C2020-29 Playground Equipment Replacements \$125,000

CARRIED UNANIMOUSLY

The meeting recessed at 5:38 p.m.

The meeting reconvened at 5:49 p.m.

It was moved and seconded

Resolution No. C433/19

**THAT** Council support the 2020 Capital Budget Request for Facilities as follows:

C2020-31 Mount Boucherie Courtyard Surface Replacement \$70,500

C2020-32 Fire Hall #32 - Concept Plans \$150,000

C2020-33 Fire Hall #31 - Building Code Vestibule \$50,000

C2020-34 Johnson Bentley A.C. - Hot Tub Window Seals \$7,000

C2020-35 Lakeview Hall - Roof Replacement \$30,000

C2020-36 Lion's Hall - Fall Protection \$75,000

C2020-37 Powers Creek WTP Roof Repair \$20,000

C2020-38 WKW - Security Upgrade \$30,000

C2020-39 WKW - Lighting Upgrade \$15,000

C2020-40 Public Works Yard - Mechanic Shop Drawings \$150,000

C2020-41 Parks Locker Room - Trailer Installation (Elliot Road) \$75,000

C2020-42 City Hall - Land purchase \$2,000,000

C2020-43 Multi Sports Dome - Surveillance \$12,000

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C434/19

**THAT** Council support the 2020 Capital Budget Request for Fire Department Equipment as follows:

C2020-44 Vehicle Replacement Fire Dept. -  
Command/Prevention \$120,000

C2020-45 Fire Truck - Type II Engine \$1,056,000

C2020-46 Personal Protective Equipment \$113,650

C2020-47 Communication mapping mobile Equipment - includes  
hard/software \$40,480

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C435/19

**THAT** Council support the 2020 Capital Budget Request for Fire Department Equipment as follows:

C2020-48 Client Hardware - Replacement \$122,800

C2020-49 Network Equipment - Replacement \$96,802

C2020-50 Tape system to backup data - Tape Drives  
(replacement) \$15,000

C2020-51 ITSM Software Purchase \$53,483

C2020-52 CityView Software upgrade to Workspace \$40,600

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C436/19

**THAT** Council support the 2020 Capital Budget Request for RCMP and Bylaw as follows:

C2020-53 RCMP Vehicle \$46,000

CARRIED; Councillor de Jong opposed

It was moved and seconded

Resolution No. C437/19

**THAT** Council support the 2020 Capital Budget Request for Water Utility as follows:

C2020-54 RVWTP Transmission Mains Design \$200,000

C2020-55 PVR Chamber Hatch Replacement \$40,995

C2020-56 Rose Valley Dam to McDougall Transmission Main Inspection \$75,000

C2020-57 McIver and Gorman Water Main \$250,000

C2020-58 Install Filter Trough Weirs \$65,000

C2020-59 Replace DAF Chains and Brushes \$75,000

2020-60 PRV Stations Inventory Required to Conduct Scheduled/Reactive Maintenance and Renewal of Components \$128,888

C2020-61 Emergency backup generator installation / Mobile generator connections \$155,200

C2020-62 Mission Hill Reservoir Road Access and Safety Improvements \$75,000

C2020-63 PCWSA PRV Assessment / Improvement Strategy \$125,000

C2020-64 RVWSA Cathodic Protection System Renewal Upgrades \$68,000

C2020-65 Water Booster Station Critical Spare Pumps and Motors \$165,649

C2020-66 PCWTP Diversion Structure Design \$137,500

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C438/19

**THAT** Council support the 2020 Capital Budget Request for Sewer Utility as follows:



C2020-67 Ensign Lift Station Decommissioning \$350,000

C2020-68 Stevens Lift Station Design \$100,000

C2020-69 Sewer Pipeline Video Inspection Camera \$55,000

C2020-70 Lift Station Generators and Mobile Generator Power Connections \$314,600

C2020-71 Lift Station Hatch Replacement \$34,928

C2020-72 Critical Spare Lift Station Pumps \$162,445

CARRIED UNANIMOUSLY

The meeting recessed at 6:42 p.m.

The meeting reconvened at 6:56 p.m.

It was moved and seconded

Resolution No. C439/19

**THAT** the meeting be extended to 8:00 p.m.

CARRIED UNANIMOUSLY

*Item 8.1.3 – 2020 Early Approvals was brought forward for consideration at this time.*

It was moved and seconded

Resolution No. C440/19

**THAT** Council authorize staff to proceed with the capital expenditures, supplemental FTE and supplemental requests on the attached Schedules A and B.

CARRIED; Councillor Findlater opposed

### **GRANTS-IN-AID - Cash Grants**

It was moved and seconded

Resolution No. C441/19

**THAT** Council support a cash grant-in-aid to:

Air Cadet League of Canada 909 Peregrine Sponsoring Committee for \$2,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C442/19

**THAT** Council support a cash grant-in-aid to:

Canadian Red Cross for \$15,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C443/19

**THAT** Council support a cash grant-in-aid to:

Central Okanagan Bursary & Scholarship Society for \$1,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C444/19

**THAT** Council not support a cash grant-in-aid to:

Crossing Creek Community Theatre for \$2,000.

DEFEATED; Mayor Milsom, Councillors Friesen, Johnston, and Zilkie opposed

It was moved and seconded

Resolution No. C445/19

**THAT** Council support a cash grant-in-aid to:

Crossing Creek Community Theatre for \$1,000.

CARRIED; Councillors de Jong, Findlater and Zanon opposed

It was moved and seconded

Resolution No. C446/19

**THAT** Council support a cash grant-in-aid to:

Gellatly Bay Trails & Parks for \$2,000.

CARRIED; Mayor Milsom opposed

It was moved and seconded

Resolution No. C447/19

**THAT** Council support a cash grant-in-aid to:

Girl Guides (non Anders Hall) for \$1,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C448/19

**THAT** Council support a cash grant-in-aid to:

Glenrosa Residents Association for \$600.

CARRIED; Councillors de Jong, Zanon and Zilkie opposed

It was moved and seconded

Resolution No. C449/19

**THAT** Council support a cash grant-in-aid to:

Kelowna & District Safety Council for \$1500.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C450/19

**THAT** Council support a cash grant-in-aid to:

Kelowna Rowing Club for \$1,500.

CARRIED; Councillors de Jong and Zanon opposed

It was moved and seconded

Resolution No. C451/19

**THAT** Council support a cash grant-in-aid to:

Kelowna Aqua Jets Swim Club (aka Liquid Lightning Swim Club) for \$12,500.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C452/19

**THAT** Council support a cash grant-in-aid to:

Okanagan Boys and Girls Club - Youth Justice Program for \$5,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C453/19

**THAT** Council not support a cash grant-in-aid to:

Okanagan Comedy Festival Society for \$5,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C454/19

**THAT** Council support a cash grant-in-aid to:

Sukwtemsqilxw West Kelowna Arts Council for \$8,000.

CARRIED; Councillor Friesen opposed

It was moved and seconded

Resolution No. C455/19

**THAT** Council support a cash grant-in-aid to:

Telemark Nordic Club for \$3,500.

CARRIED; Councillors de Jong and Zanon opposed

It was moved and seconded

Resolution No. C456/19

**THAT** Council support a cash grant-in-aid to:

Therapeutic Lake Cruises Society for \$1,500.

CARRIED; Councillors de Jong and Zanon opposed

It was moved and seconded

Resolution No. C457/19

**THAT** Council not support a cash grant-in-aid to:

Vale United Pipe Band for \$2,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C458/19

**THAT** Council support a cash grant-in-aid to:

West Kelowna Community Policing Society for \$7,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C459/19

**THAT** Council support a cash grant-in-aid to:

West Kelowna Firefighters Association for \$4,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C460/19

**THAT** Council support a cash grant-in-aid to:

West Kelowna Trail Crew Society for \$2,200.

CARRIED; Councillor Zanon opposed

It was moved and seconded

Resolution No. C461/19

**THAT** Council support a cash grant-in-aid to:

West Kelowna Yacht Club for \$6,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C462/19

**THAT** Council support a cash grant-in-aid to:

West Kelowna Youth Ambassador Program for \$3,500.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C463/19

**THAT** Council support a cash grant-in-aid to:

Westside Celebration Society for \$25,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C464/19

**THAT** Council support a cash grant-in-aid to:

Westside Health Network Society for \$14,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C465/19

**THAT** Council not support a cash grant-in-aid to:

West Kelowna Shelter Society for \$20,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C466/19

**THAT** Council not support a cash grant-in-aid to:  
Young Agrarians/Agrarians Foundation for \$5,000.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C467/19

**THAT** Council extend the meeting to 8:45 p.m.

CARRIED UNANIMOUSLY

**GRANTS-IN-AID - Non Cash Grants**

It was moved and seconded

Resolution No. C468/19

**THAT** Council support the following non-cash Grants-in-Aid:

1. First Lakeview Scouts \$5,305
2. Girl Guides (Anders Hall) \$3,373
3. Westside Canada Day Classic (formerly Westside Daze Tournament) \$1,503
4. Lakeview Heights Community Association \$424
5. Lakeview Heights Thursday Niters' AA Group \$2,466
6. Royal Canadian Legion \$2,026
7. Mt. Boucherie Figure Skating Club \$54,214
8. Westside Girls Softball \$850
9. Westside Minor Baseball \$18,515
10. Westside Minor Football \$3,785
11. Westside Minor Hockey \$173,162
12. Westside Ringette \$29,161

13. Westside Youth Soccer \$8,812

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C469/19

**THAT** Council authorize staff to distribute the approved 2020 Cash Grants-in-Aid.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C470/19

**THAT** Council direct staff to incorporate the supported supplemental budget requests, capital projects, and Grants-in-Aid, for the 2020-2024 Financial Plan; and

**THAT** Council direct staff to include a tax increase of 4.8% for 2020; and

**THAT** Council give first reading to City of West Kelowna 2020-2024 Financial Plan Bylaw No. 0271, 2019.

CARRIED; Councillor Findlater opposed

## **8.1.2 Glenrosa Road Improvements Design Update**

*This item was moved to follow Budget Request No. 2020-18*

## **8.1.3 2020 Early Approvals**

*This item was moved to follow Capital Budget Requests*

## **8.2 DEVELOPMENT SERVICES**

### **8.2.1 Z 19-11, Site Specific Text Amendment (Third Reading), 2475 Dobbin Road**

It was moved and seconded

Resolution No. C471/19

**THAT** Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.85, 2019 (Z19-11); and



**THAT** Council direct staff to schedule the bylaw for consideration and adoption following approval by the Ministry of Transportation and Infrastructure.

CARRIED; Councillors Findlater, Friesen and Zanon opposed

**8.3 ENGINEERING / PUBLIC WORKS / PARKS**

**8.4 FIRE RESCUE SERVICES**

**8.5 CORPORATE INITIATIVES**

**8.6 CORPORATE SERVICES / RECREATION AND CULTURE**

**8.7 CHIEF ADMINISTRATIVE OFFICER**

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**

**11. ADJOURNMENT OF THE SPECIAL MEETING**

The meeting adjourned at 8:32 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER