



## **CITY OF WEST KELOWNA REGULAR COUNCIL AGENDA**

Tuesday, July 9, 2019, IMMEDIATELY FOLLOWING THE PUBLIC HEARING AT 1:30 P.M.

COUNCIL CHAMBERS

2760 CAMERON ROAD, WEST KELOWNA, BC

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### **Pages**

#### **1. CALL THE REGULAR COUNCIL MEETING TO ORDER**

This meeting is open to the public and 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**

#### **3. ADOPTION OF AGENDA**

#### **4. ADOPTION OF MINUTES**

##### **4.1 Minutes of the June 25, 2019 Regular Council Meeting**

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

##### **5.1 Mayor Milsom**

Introduction: Mr. Paul Gipps, Chief Administrative Officer for the City of West Kelowna

##### **5.2 Councillor Findlater**

16

Federation of Canadian Municipalities - Update

##### **5.3 Councillor Zanon**

21

Federation of Canadian Municipalities - Update

#### **6. DELEGATIONS**

#### **7. UNFINISHED BUSINESS**

#### **8. DIVISION REPORTS**

##### **8.1 DEVELOPMENT SERVICES**

###### **8.1.1 Z 19-04, Zoning Amendment Bylaw No. 0154.75, 2411 Apollo Road**

22

Recommended Motion:

**THAT** Council give third reading to West Kelowna Zoning Amendment Bylaw No. 0154.75, 2019.

**8.1.2      Z 19-06 (Prime Cannabis), Zoning Amendment Bylaw No. 154.77, 14  
              - 2528 Main Street**

29

Recommended Motion:

**THAT** Council adopt City of West Kelowna Amendment Bylaw No. 0154.77, 2019 (Prime Cannabis, Z 19-06); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.77 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**8.1.3      Z 19-07 (Flora), Zoning Amendment Bylaw No. 0154.78, 3710  
              Hoskins Road**

38

Recommended Motion:

**THAT** Council adopt City of West Kelowna Amendment Bylaw No. 0154.78, 2019 (Flora, Z 19-07); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.78 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**8.1.4      Z 19-08 (Cheeba Cheebas), Zoning Amendment Bylaw No. 154.79,  
              1812 Byland Road**

47

Recommended Motion:

**THAT** Council adopt City of West Kelowna Amendment Bylaw No. 0154.79, 2019 (Cheeba Cheebas, Z 19-08); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.79 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**8.1.5      Z 19-09 (Spirit Leaf), Zoning Amendment Bylaw No. 154.80, 1195 Industrial Road**

56

Recommended Motion:

**THAT** Council adopt City of West Kelowna Amendment Bylaw No. 0154.80, 2019 (Spirit Leaf, Z 19-09); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.80 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**8.1.6      Z 19-10 (Canndara), Zoning Amendment Bylaw No. 0154.81, 1192 Industrial Road**

65

Recommended Motion:

**THAT** Council adopt City of West Kelowna Amendment Bylaw No. 0154.81, 2019 (Candara, Z 19-10); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.81 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council

meeting minutes summarizing those views are attached.

## **8.2 ENGINEERING AND PUBLIC WORKS**

### **8.2.1 Water Supply Update 74**

Information Report from the GM of Engineering and Public Works

### **8.2.2 Multi-Sport Facility Update #11, July 82**

Information Report from Engineering

## **8.3 FINANCE, ADMINISTRATIVE AND PROTECTIVE SERVICES**

### **8.3.1 Good Neighbour Amendment Bylaw No. 151.01 88**

Recommended Motion:

**THAT** "City of West Kelowna Good Neighbour Amendment Bylaw No. 151.01, 2019" be adopted.

### **8.3.2 Amendment to Bylaw Notice Enforcement Bylaw 91**

Recommended Motion:

**THAT** "Bylaw Notice Enforcement Amendment Bylaw No. 0093.44, 2019" be adopted.

### **8.3.3 Appointment of Bylaw Enforcement Supervisor 94**

Recommended Motion:

**THAT** Council appoint Mike Cain as the Bylaw Enforcement Supervisor for the City of West Kelowna effective July 9, 2019.

### **8.3.4 2019 Towing Services Contract 95**

Information Report from the Purchasing Manager

## **8.4 CHIEF ADMINISTRATIVE OFFICER**

## **9. CORRESPONDENCE AND INFORMATION ITEMS**

## **10. NOTICE OF MOTION**

## **11. ADJOURNMENT OF THE REGULAR MEETING**

The next Council meeting is scheduled for Tuesday, July 23, 2019 at 6:00 p.m. in the City of West Kelowna Council Chambers.





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

Tuesday, June 25, 2019  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

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

MEMBERS ABSENT: Mayor Gord Milsom  
Staff Present: Jim Zaffino, CAO  
Tracey Batten, Deputy CAO  
Nancy Henderson, GM of Development Services  
Allen Fillion, GM of Engineering and Public Works  
Warren Everton, CFO  
Brent Magnan, Planning Manager  
Bob Dargatz, Development Services/Approving Officer  
Jason Brolund, Fire Chief  
Chris Anderson, Public Works Manager  
Kyle Reese, Roads and Drainage Supervisor  
Erin Goodwin, Facilities Manager  
Stacey Harding, Parks and Fleet Operations Manager  
Neil Wyatt, Service Desk Technician

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

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

The meeting was called to order at 6:00 p.m.

**2. INTRODUCTION OF LATE ITEMS**

**2.1 DP 18-29, 1975 Shannon Lake Road correspondence received from:**

- Beacon Geotechnical Ltd. to New Town Planning

- Barbara & Stan Clarke

**2.2 DP 18-33, A 3746 Wetton Road correspondence received from:**

- William Mossman
- Kiranprit Sidhu

**2.3 DP 18-42, 2200 Majoros Road correspondence received from:**

- Nick Romanakis
- Dale Choquette

**2.4 Amendment to Bylaw Notice Enforcement Bylaw Replacement Page 297**

**2.5 2018 DRAFT Statement of Financial Information (SOFI) Replacement Pages 334 and 335**

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C244/19

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

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the June 11, 2019 Regular Council Meeting**

It was moved and seconded

Resolution No. C245/19

**THAT** the minutes of the Regular Council Meeting held June 11, 2019 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

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

**5.1 Councillor Johnston, Chair**

Councillor Johnston thanked CAO Jim Zaffino for his years of service with the City of West Kelowna.

**6. DELEGATIONS**

**6.1 Collin Crabbe**

Mr. Crabbe provided Council with a presentation on Wildfire Mitigation in Upper Glen Canyon/Powers Creek.

**7. UNFINISHED BUSINESS**

**8. DIVISION REPORTS**

**8.1 DEVELOPMENT SERVICES**

**8.1.1 DP 18-29, Development Permit with Variances, 1975 Shannon Lake Road**

It was moved and seconded

Resolution No. C246/19

**THAT** Council agree to hear from Lee Karvonen, Treasure View Estates resident and Keith Funk, New Town Architecture and Engineering, Agent for Owner of 1975 Shannon Lake Road.

CARRIED UNANIMOUSLY

Mr. Funk addressed Council.

Mr. Karvonen addressed Council.

It was moved and seconded

Resolution No. C247/19

**THAT** Council authorize the issuance of a Development Permit (DP 18-29) to construct 97 units in 13 buildings ranging between three and four storeys in height, subject to the conditions outlined in and attached to the Development Permit; and

**THAT** Council authorize a variance to S10.9.5(f) of City of West Kelowna Zoning Bylaw No. 0154 to vary the maximum allowable building heights for 13 townhouse structures from 9.0 m (29.5 ft) to a maximum of 3 storeys to:

- A maximum of 9.3 m (30.5 ft) and 3 storeys for Buildings 1 -9;
- A maximum of 11.4 m (37.4 ft) and 4 storeys for Buildings 10 and 11 - to accommodate access to rooftop decks; and
- A maximum of 11.5 m (37.7 ft) and 4 storeys for Buildings 12 and 13; and

**THAT** issuance of the Development Permit be withheld pending:

- The receipt of landscape security for the landscape plan attached to DP 18-29 as Schedule 'C' in the amount of \$272,067.00;

- The registration to title of the following statutory rights of ways to secure:
  - A connection to an existing 200mm sanitary sewer main to the south and located on the neighbouring property;
  - A connection to an existing 250mm storm sewer main to the south and located on the neighbouring property; and
  - The accessibility in perpetuity of an approved turnaround alternative within the internal road network and the installation of signage identifying this turn around.

**THAT** if the Development Permit has not been issued within one year from the date of approval, the Permit shall be deemed to have been refused and the file closed.

It was moved and seconded

Resolution No. C248/19

**THAT** the motion be amended to add a bullet to include saying issuance of the Development Permit be withheld pending receipt of additional geotechnical information associated with the installation of services.

DEFEATED Opposed: Councillors Friesen, Zilkie, Johnston, de Jong and Zanon

#### **QUESTION ON THE MAIN MOTION**

CARRIED Opposed: Councillor Zanon

#### **8.1.2 DP 18-33 Development Permit with Variances, A 3746 Wetton Road**

It was moved and seconded

Resolution No. C249/19

**THAT** Council authorize the issuance of a Development Permit (DP 18-33) to construct 18 stacked townhouse units in 3 buildings, subject to the conditions in and attached to the Development Permit; and

**THAT** Council authorize variances to City of West Kelowna Zoning Bylaw No. 0154 as follows:

- Table 4.1 *Required Parking Spaces* to vary the number of required parking spaces from 40 spaces to 37 spaces;
- 10.9.5(f) to vary the maximum allowable building height from 9.0 m to a maximum of 3 storeys to 14.0 m to a maximum of 5 storeys for Building 2;

- 10.9.5(f) to vary the maximum allowable building height from 9.0 m to a maximum of 3 storeys to 10.9 m to a maximum of 4 storeys for Buildings 1 & 3; and
- 10.9.5(g).2 to vary the required rear parcel boundary setback from 7.5 m to 4.5 m;

**THAT** a Section 219 no build / no disturb covenant be registered for protection of the Smith Creek riparian corridor; and

**THAT** issuance of the Development Permit be withheld pending the receipt of a landscape security for the landscape plan attached to DP 18-33 as Schedule 'C' in the amount of \$79,885.00;

**THAT** if the Development Permit has not been issued within one year from the date of approval, the Permit shall be deemed to have been refused and the file closed.

**CARRIED UNANIMOUSLY**

The meeting recessed at 7:22 p.m.

The meeting reconvened at 7:31 p.m.

**8.1.3 DP 18-42, Development Permit and Development Variance Permit, 2200 Majoros Road**

It was moved and seconded

Resolution No. C250/19

**THAT** Council authorize the issuance of a Development Permit (DP 18-42) to construct three (3) four-storey apartment buildings (186 units) with surface and underground parking and an attached community amenity building for Lot A, DL 5058, ODYD, Plan EPP23944 subject to the conditions outlined in the attached Development Permit; and

**THAT** Council authorize a variance to City of West Kelowna Zoning Bylaw No. 0154 in accordance with the attached Site Plan and Site Amenity Plan, as follows:

- loading space specifications for multiple residential (s. 4.10.1(a)) specified in Table 4.10 be reduced from 7 spaces to 3 spaces; and
- minimum amenity space per unit (s. 10.11.5(g)) be varied to allow for a reduction in the overall amenity space requirement from 4,105 m<sup>2</sup> to 3,708 m<sup>2</sup>; and

**THAT** issuance of the Development Permit be withheld pending receipt of landscape and site signage security for the landscape plan in the amount of **\$405,226.25**; and

**THAT** prior to the issuance of the permit, the property owner will deposit a contribution in the amount of \$40,000.00 towards the City's future amenity improvements in Carate Park; and

**THAT** if the Development Permit with Variances has not been issued within one year from the date of approval, the Permit and Variances shall be deemed to have been refused and the file closed.

CARRIED UNANIMOUSLY

**8.1.4 Z 18-11, Zoning Amendment Bylaw No. 154.84, 3040 and 3050 Boucherie Road**

It was moved and seconded

Resolution No. C251/19

**THAT** Council give first and second readings to City of West Kelowna Zoning Amendment Bylaw No. 0154.84, 2019; and

**THAT** Council direct staff to schedule the bylaws for public hearing.

CARRIED UNANIMOUSLY

**8.1.5 Z 19-06 (Prime Cannabis), Zoning Amendment Bylaw No. 154.77, #14 - 2528 Main Street**

It was moved and seconded

Resolution No. C252/19

**THAT** Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.77, 2019 (Prime Cannabis, Z 19-06); and

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

CARRIED UNANIMOUSLY

**8.1.6 Z 19-07 (Flora), Zoning Amendment Bylaw No. 154.78, 3710 Hoskins Road**

It was moved and seconded

Resolution No. C253/19

**THAT** Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.78, 2019 (Flora, Z 19-07); and

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

CARRIED UNANIMOUSLY

**8.1.7 Z 19-08 (Cheeba Cheebas), Zoning Amendment Bylaw No. 154.79 (Z 19-08), 1812 Byland Road**

It was moved and seconded

Resolution No. C254/19

**THAT** Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.79, 2019 (Cheeba Cheebas, Z 19-08); and

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

CARRIED UNANIMOUSLY

**8.1.8 Z 19-09 (Spirit Leaf), Zoning Amendment Bylaw No. 154.80, 1195 Industrial Road**

It was moved and seconded

Resolution No. C255/19

**THAT** Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.80, 2019 (Spirit Leaf, Z 19-09); and

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

CARRIED UNANIMOUSLY

**8.1.9 Z 19-10 (Canndara), Zoning Amendment Bylaw No. 154.81, 1192 Industrial Road**

It was moved and seconded

Resolution No. C256/19

**THAT** Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.81, 2019 (Candara, Z 19-10); and

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

CARRIED UNANIMOUSLY

**8.1.10 Z 18-07, Official Community Plan Amendment Bylaw No. 0100.52 and Zoning Amendment Bylaw No. 154.70, Casa Palmero Drive**

It was moved and seconded

Resolution No. C257/19

**THAT** Council adopt City of West Kelowna Official Community Plan Amendment Bylaw No. 0100.52, 2018 (File: Z 18-07); and

**THAT** Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0154.70, 2018 (File: Z 18-07).

CARRIED UNANIMOUSLY

**8.1.11 Housing, Health and Social Initiatives Update**

Information Report from the GM of Development Services

By consensus, Council agreed to move Item 8.4.1 forward in the agenda to be dealt with next.

The meeting recessed at 9:30 p.m.

The meeting reconvened at 9:40 p.m.

**8.4.1 Response to the Neighbourhood Association Requests**

Information Report from the CAO

It was moved and seconded

Resolution No. C258/19

**THAT** the meeting be extended to 10:30 p.m.

CARRIED UNANIMOUSLY

**8.1.12 Creation of a Community Safety Manager Position**

It was moved and seconded

Resolution No. C259/19

**THAT** consideration of the hiring of a Community Safety Manager be deferred to a future meeting.



CARRIED UNANIMOUSLY

**8.2 ENGINEERING AND PUBLIC WORKS**

**8.2.1 Relocation of Bylaw Services to Westbank Lions Community Centre**

Information Report from the Parks, Recreation and Culture Manager

**8.2.2 Draft Road Maintenance Policies and Project Status Update**

Information Report from the Roads and Drainage Supervisor

It was moved and seconded

Resolution No. C260/19

**THAT** the ending time of the meeting be extended to 11:00 p.m.

CARRIED UNANIMOUSLY

**8.2.3 Multi-Sport Facility Update - #10, June**

Information Report from the Flood Remediation Supervisor

**8.2.4 Westbank Cemetery Bylaw Service Review**

It was moved and seconded

Resolution No. C261/19

**THAT** Council adopt the Westbank Cemetery Amendment Bylaw No. 0166.03, 2019.

CARRIED UNANIMOUSLY

**8.3 FINANCE, ADMINISTRATIVE AND PROTECTIVE SERVICES**

**8.3.1 Amendment to Bylaw Notice Enforcement Bylaw**

It was moved and seconded

Resolution No. C262/19

**THAT** Council give first, second and third reading to "Bylaw Notice Enforcement Amendment Bylaw No. 0093.44, 2019".

CARRIED UNANIMOUSLY

**8.3.2 Good Neighbour Amendment Bylaw No. 151.01**

It was moved and seconded

Resolution No. C263/19

**THAT** Council give first, second and third reading to "City of West Kelowna Good Neighbour Amendment Bylaw No. 151.01, 2019".

CARRIED UNANIMOUSLY

#### **8.3.3 RCMP Boiler Replacement - Emergency Work**

It was moved and seconded

Resolution No. C264/19

**THAT** Council approve the Capital Expenditure of \$52,726.75 for RCMP Detachment Boiler to be funded by equipment reserve; and

**THAT** Council direct staff to amend the 2019 Financial Plan to include the expenditure.

CARRIED UNANIMOUSLY

#### **8.3.4 2018 DRAFT Statement of Financial Information (SOFI)**

It was moved and seconded

Resolution No. C265/19

**THAT** Council approve the 2018 DRAFT Statement of Financial Information report for the City of West Kelowna.

CARRIED UNANIMOUSLY

### **8.4 CHIEF ADMINISTRATIVE OFFICER**

#### **8.4.1 Response to the Neighbourhood Association Requests**

Information Report from the CAO

*This item was dealt with earlier on in the meeting, following item 8.1.11.*

### **9. CORRESPONDENCE AND INFORMATION ITEMS**

### **10. NOTICE OF MOTION**

### **11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 10:48 p.m.

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MAYOR

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DEPUTY CAO/CORPORATE OFFICER

MAY 30 - JUNE 2, 2019 • QUEBEC CITY, QC

Annual Conference and Trade Show

# BUILDING BETTER LIVES

REPORT FROM FCM'S 2019 ANNUAL  
CONFERENCE AND TRADE SHOW



## ENGAGING: POLITICAL LEADERS

Just four months from a vital election, we hosted all four major federal leaders—for policy meetings and keynote addresses. Each shared their vision for building on our federal-municipal partnership. And our own message was clear: *to build better lives for Canadians, you'll need to empower the governments closest to their daily hopes and challenges.*



### Prime Minister Justin Trudeau

*"Municipalities are essential for the well-being of this country, and I will continue to be your partner in the future you want to build for your citizens."*

▶ Watch the keynote address.



### Conservative Leader Andrew Scheer

*"The municipal level of government is the closest level to Canadians, and Canadians expect all of us to work together and get the job done."*

▶ Watch the keynote address.



### NDP Leader Jagmeet Singh

*"You've been constrained for too long by an inadequate system... I sincerely believe that we need a stronger partnership between the federal government and municipalities."*

▶ Watch the keynote address.



### Green Party Leader Elizabeth May

*"We will continue to advance your agenda for predictable, long-term, stable funding for infrastructure, public transit, sewer and wastewater upgrades, housing...all the programs that Canadians rely on."*

▶ Watch the keynote address.



## LEARNING: PANELS AND WORKSHOPS

Through more than 20 workshops and panels, delegates engaged with colleagues and industry experts on ways to build better lives. We explored everything from fiscal tools and housing affordability to technology in the North, plastic waste and regional media tactics.



This year's **President's Forum** explored the federal election's politics, players and promises to come. Conference emcee Catherine Clark moderated a wide-ranging discussion with political commentators Marie Grégoire, Paul Wells and Althia Raj.



Our **Rural Plenary** focussed on building vibrant local economies. Led off by Rural Economic Development Minister Bernadette Jordan, panellists explored challenges of attracting businesses, retaining workers, and strengthening infrastructure with limited tools. [► Read more](#)



**The Walrus Talks:** Our closing plenary featured a municipal-focus edition of the of this dynamic conversation series featuring some of Canada's most compelling speakers. Our theme: *well-being*. A natural choice to close out a conference on Building Better Lives.



**Powering Canada:** This packed Sunday-morning breakfast session profiled some of the ways local governments can participate in responsible energy development—to build stronger communities throughout Canada's energy-producing regions.

**Want to revisit a workshop?** You can download many of our speakers' presentations through the FCM Conference smartphone app. To install the app, search for "FCM2019" on the App Store (iPhone) or Play Store (Android). Then look through workshop descriptions under Program.



Report from FCM's 2019 Annual Conference and Trade Show

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## GUIDING POLICY: RESOLUTIONS

Saturday's Resolutions Plenary was a key venue for FCM delegates to bring their diverse voices to the table. At this conference, we united behind seven policy resolutions—each intended to drive FCM's advocacy on local issues of national significance.

### Expand the Airports Capital Assistance Program

**RESOLVED,** That FCM urge the federal government to extend eligibility for ACAP to all small airports, including those providing commercial passenger service to fewer than 1,000 passengers per year, and to increase funding available for the program.

SPONSORED BY: UNION DES MUNICIPALITÉS DU QUÉBEC

[► Read full resolution](#)

### Gender-based Violence

**RESOLVED,** That FCM endorse in principle the federal government's national strategy to address gender-based violence; and be it further,

**RESOLVED,** That FCM advocate with the federal government for municipalities to be consulted on how the strategy and the funding is implemented.

SPONSORED BY: CITY OF EDMONTON, AB

[► Read full resolution](#)

### Federal Climate Change Adaptation Funding and Support for Regional Disaster Mitigation and Flood Planning

**RESOLVED,** That FCM call on the Government of Canada to provide predictable, flexible, long-term infrastructure funding to help municipalities reduce disaster risk and adapt to climate change, with funding levels based on the latest assessments of the impact of climate change and the cost of adapting municipal infrastructure; and be it further

**RESOLVED,** That FCM call on the Government of Canada to ensure that future investments in disaster mitigation and climate change adaptation support a regional approach where costs and benefits are shared between all orders of government; and be it further

**RESOLVED,** That FCM call on the Government of Canada to provide support for municipalities or regional bodies to undertake regional climate risk assessments and disaster risk reduction plans, including watershed-level flood mitigation plans.

SPONSORED BY: GATINEAU, QC

[► Read full resolution](#)



Report from FCM's 2019 Annual Conference and Trade Show

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### Municipal Engagement in the Canadian Broadband Strategy

**RESOLVED,** That FCM urge the federal government to engage municipalities in the development of the Canadian broadband strategy and in the design and eligibility criteria of the new federal broadband fund; and be it further

**RESOLVED,** That FCM encourage the federal government to include considerations for evolving speed targets in the Canadian broadband strategy; and be it further

**RESOLVED,** That FCM encourage the Government of Canada to engage with municipalities so that projects that have demonstrated engagement with local governments and that consider local needs are prioritized.

SPONSORED BY: ASSOCIATION OF YUKON COMMUNITIES

► [Read full resolution](#)

### Prioritizing Housing Affordability

**RESOLVED,** That the federal government assess and publicly report on the impact of budget 2019 measures designed to improve housing affordability for renters and owners; and be it further

**RESOLVED,** That the federal government work with municipalities through FCM to determine the most effective federal role in improving housing affordability for renters and owners at the local level.

SPONSORED BY: CITY OF VICTORIA, B.C.

► [Read full resolution](#)

### Rural Economic Development

**RESOLVED,** That FCM call on the federal government to strategically leverage existing programs, policies and institutions to further rural economic development, such as regional economic development offices; and be it further

**RESOLVED,** That the Minister of Rural Economic Development engage local governments through FCM to develop economic growth approaches that recognize the diverse needs and solutions in rural communities across Canada.

SPONSORED BY: PARKLAND COUNTY, AB

► [Read full resolution](#)

### Zero Emission Buses and Municipal Fleet Vehicles

**RESOLVED,** That the Government of Canada support local governments to purchase or lease zero-emission fleet vehicles, and associated charging or refueling infrastructure, including through grants, financing and bulk procurement; and be it further

**RESOLVED,** That the Government of Canada support local governments to purchase or lease zero-emission transit buses, and associated charging or refueling infrastructure, including through grants, financing and bulk procurement.

SPONSORED BY: PARKLAND COUNTY, AB

► [Read full resolution](#)



### Innovative social media

This conference featured strong engagement on Facebook and Twitter. Our conference hashtag #FCM2019 was used 5,760 times, generating 42.6 million impressions on Twitter. Nearly 50,000 people watched our Facebook Live video streams featuring keynotes from four national political leaders.



### Major media coverage

From May 28-June 3, FCM and our conference appeared in at least 478 print media stories, driving some 127 million impressions. And that's on top of 589 television and radio hits across the country. It's another big boost for the national profile of the local order of government.

Report from FCM's 2019 Annual Conference and Trade Show

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## CONNECTING: FCM TRADE SHOW

Local leaders understand people's everyday challenges—and we're always looking for cost-effective tools to respond and build better lives. And with the municipal supplies market valued at nearly \$100 billion, local governments are influential and discerning buyers.

A record-breaking 177 industry innovators joined us this year in Quebec City. Their interactive exhibits offered services, products and ideas to help FCM members tackle challenges related to the environment, communications, finance, public works and more.



Report from FCM's 2019 Annual Conference and Trade Show

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## ELECTIONS: TABLE OFFICERS

Sunday's Annual General meeting saw delegates confirm FCM's 2019-20 Table Officers—the team at the helm of board of directors, who will lead us into Federal Election 2019, and for the next 12 months. Outgoing FCM President Vicki-May Hamm passes the torch to Bill Karsten—and Darren Hill joins the team as our freshly-elected Third Vice President.



Left to right: FCM's 2019-20 Table Officers Vicki-May Hamm, Bill Karsten, Garth Frizzell, Joanne Vanderheyden, Darren Hill, and FCM CEO Brock Carlton.

### President: Bill Karsten

*Councillor, Halifax Regional Municipality, NS*  
Councillor Karsten has served various districts on Halifax Regional Council since 2004—where he is a member of several boards and committees. He joined FCM's Board of Directors in 2011.

### 1<sup>st</sup> Vice-President: Garth Frizzell

*Councillor, City of Prince George, BC*  
Councillor Frizzell has served on city council since 2008—where he chairs the finance and audit committee and is alternate director for the Regional District of Fraser-Fort George. He joined FCM's Board of Directors in 2009.

### 2<sup>nd</sup> Vice-President: Joanne Vanderheyden

*Mayor, Municipality of Strathroy-Caradoc, ON*  
Mayor Vanderheyden was first elected as a councillor in 1994, going on to serve as Warden of Middlesex County and then Deputy Mayor and Mayor of Strathroy-Caradoc. She joined FCM's Board of Directors in 2014.

### 3<sup>rd</sup> Vice-President: Darren Hill

*Councillor, City of Saskatoon, SK*  
Councillor Hill has served on Saskatoon city council since 2006, where he sits on a wide range of boards and committees. He joined FCM's Board of Directors in 2009.

### Past President: Vicki-May Hamm

*Mayor, City of Magog, QC*  
Mayor Hamm has served as mayor of Magog since 2009—the first woman ever elected to that role. She is a member of all City commissions and committees. She was elected to FCM's Board of Directors in 2017.



Report from FCM's 2019 Annual Conference and Trade Show

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## ELECTIONS: BOARD OF DIRECTORS

At Sunday's Annual General Meeting, delegates voted to fill available positions on FCM's Board of Directors. Representing communities of all sizes, and led by our Table Officers and Executive Committee, this is the group that grounds FCM's priorities in local realities across the country. *Members of the Executive Committee show an (E) beside their name.*

### Newfoundland and Labrador

Tony Keats, President, Municipalities Newfoundland and Labrador (E)  
Dave Aker, Mayor, City of Mount Pearl  
Sterling Wilks, Councillor, Town of Paradise

### Prince Edward Island

Bruce MacDougall, President, Federation of PEI Municipalities  
Mitchell Tweel, Councillor, Charlottetown

### Nova Scotia

Wayne Mason, President, Nova Scotia Federation of Municipalities  
Russell Walker, Councillor, Halifax Regional Municipality  
Tom Taggart, Councillor, Municipality of the County of Colchester  
Timothy Habinski, Warden, Municipality of the County of Annapolis

### New Brunswick

Luc Desjardins, président, Association francophone des municipalités du Nouveau-Brunswick  
Adam Lordon, President, Cities of New Brunswick Association  
Wayne Sturgeon, President, Union of the Municipalities of New Brunswick

### Quebec

Normand Doyte, Representative, Union des municipalités du Québec  
Jacques Demers, President, Fédération québécoise des municipalités  
Michelle Morin-Doyle, Deputy Mayor, Quebec City (E)  
Christine Gosselin, Councillor, City of Montréal  
Peter McQueen, Councillor, City of Montréal  
Alex Norris, Councillor, City of Montréal  
Edgar Rouleau, Mayor, Cité de Dorval  
Scott Pearce, Mayor, Canton de Gore  
Daniel Champagne, Councillor, City of Gatineau  
Marc Bouchard, Councillor, City of Saguenay  
Sandra Desmeules, Councillor, City of Laval  
Benoit L'Ecuyer, Councillor, City of Longueuil

### Ontario

Jamie McGarvey, President, Association of Municipalities of Ontario  
John Klinck, Representative of the Chairs of Regional Governments  
Chris Fonseca, Councillor, Region of Peel  
Mike Collier, Councillor, City of Toronto  
Ana Balao, Councillor, City of Toronto  
Wayne Emmerson, Chairman, Regional Municipality of York  
Tim Tierney, Councillor, City of Ottawa (E)  
Godwin Chan, Councillor, Town of Richmond Hill  
Kathy Jeffery, Councillor, Town of Collingwood  
Rory Nisan, Councillor, The Regional Municipality of Halton  
George Bridge, Councillor, County of Wellington  
Jeff Lehman, Mayor, City of Barrie

### #FCM2019 by the numbers

>3700	conference attendees
2094	registered delegates
177	trade show exhibits
31	workshops & study tours
20	parliamentarians
13	provinces & territories represented
7	resolutions adopted
1	united municipal message



### Rural priorities featured

Led off by Rural Economic Development Minister Bernadette Jordan, our Rural Plenary convened a panel on "building vibrant rural economies." Our Rural Town Hall invited parliamentarians to compare their approaches to supporting rural growth. Delegates also joined in workshops with rural components—from forestry solutions to energy development. [▶ Read more](#)



Report from FCM's 2019 Annual Conference and Trade Show

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## 2019-20 Board of Directors (cont'd)

### Ontario (cont'd)

Steffen Walma, Councillor, County of Simcoe  
Cheryl Antoski, Councillor, City of Brantford  
Josh Morgan, Councillor, City of London  
Gurpreet Singh Dhillon, regional councillor, City of Brampton

### Manitoba

Ralph Groening, President, Association of Manitoba Municipalities  
Jeff Browaty, Councillor, City of Winnipeg  
Laurent Tétrault, Councillor, Rural Municipality of La Broquerie  
Marvin Platt, Councillor, City of Winkler  
Doug Dobrowski, Councillor, Rural Municipality of Macdonald

### Saskatchewan

Gordon Barnhart, President, Saskatchewan Urban Municipalities Association  
Ray Orb, President, Saskatchewan Association of Rural Municipalities (E)  
Sheryl Spence, Mayor, City of Warman  
Randy Goulden, Councillor, City of Yorkton (E)

### Alberta

Barry Morishita, President, Alberta Urban Municipalities Association (E)  
Al Kemmere, President, Rural Municipalities of Alberta (E)  
Bev Esslinger, Councillor, City of Edmonton  
Joe Magliocco, Councillor, City of Calgary  
AnnLisa Jensen, Councillor, Parkland County  
Krista Balsom, Councillor, Regional Municipality of Wood Buffalo  
Taneen Rudyk, Councillor, Town of Vegreville

### British Columbia

Arun Singh, President, Union of British Columbia Municipalities  
Rebecca, Bligh, Councillor, City of Vancouver  
James Wang, Councillor, City of Burnaby  
Edwin Grieve, Director, Comox Valley Regional District  
Rhona Martin, Chair, Columbia-Shuswap Regional District  
Val van den Broek, Mayor, City of Langley  
Leah Main, Director, Regional District of Central Kootenay (E)  
Gord Klassen, Councillor, City of Fort St. John

### Nunavut

Madeline Redfern, President, Nunavut Association of Municipalities

### Yukon

Tara Wheeler, President, Association of Yukon Communities

### Northwest Territories

Lynn Napier-Buckley, President, Northwest Territories Association of Communities (E)

### Big City Mayors' Caucus Representative

Don Iveson, Mayor, City of Edmonton (E)



#### Big-City Mayors' Caucus

The day before our conference's official opening ceremonies, FCM's Big City Mayors' Caucus gathered on-site to discuss federal election strategies. That included meeting throughout the day with elected officials and senior staff from the three largest federal parties.

► [Read more](#)



#### Our host: Quebec City

We could not have staged such a successful conference without our gracious hosts: **Quebec City Mayor Régis Labeaume**, and **Deputy Mayor Michelle Morin-Doyle**. Many of us valued the study tours that showcased local solutions—from exploring a bioremediation plant project, to seeing how city libraries are becoming vibrant community hubs, to touring the port to witness its evolving role in the global supply chain.



Report from FCM's 2019 Annual Conference and Trade Show

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## REPORTING TO YOUR LOCAL COUNCIL

If you attended this year's conference, your council colleagues will want to hear about workshops you attended, connections you made, and ideas you're bringing home to build better lives. The following points can also help convey the incredible scope of the event.

- FCM's 2019 Annual Conference and Trade Show (May 30–June 2) brought together a **record-breaking 2,094 FCM delegates**—and more than 3,700 participants overall—to share insights, network with colleagues, and learn new tools to strengthen their communities.
- **Our conference showcased how local governments are building better lives for Canadians.** We explored how—with the right tools—municipalities can achieve even more. And we learned more about FCM's strategy to secure new tools through this fall's federal election.
- **We hosted 20 parliamentarians and all four major federal political leaders:** Prime Minister Justin Trudeau, Conservative Leader Andrew Scheer, NDP Leader Jagmeet Singh and Green Party Leader Elizabeth May. With just four months to go until Election 2019, we delivered a clear message: if you want to build better lives, you need to empower Canadians' local leaders.
- **Local leaders gained new tools and insight through 35 workshops, plenaries and study tours**—on themes as diverse as fiscal tools, energy development, housing affordability, technology in the North, rural economic strategies, plastic waste and regional media tactics.
- **Delegates adopted seven policy resolutions calling for federal action**—on airport infrastructure, gender-based violence, disaster mitigation, the national broadband strategy, housing affordability, rural economic development, and zero-emission municipal vehicles.
- **FCM's Annual General Meeting culminated in the election of board members and table officers**—led by new FCM President Bill Karsten. These are the municipal leaders from across Canada who will drive FCM's priorities into Election 2019 and over the next 12 months.
- **FCM's trade show featured a record-breaking 177 industry leaders from across Canada**—eager to help municipal leaders discover new tools and approaches to build better lives for our residents.
- **FCM took our message to a national audience through traditional and social media.** We tracked 478 print media stories and 589 broadcast hits. And nearly 50,000 Canadians tuned in to watch our political keynote addresses, broadcast live on Facebook.



Report from FCM's 2019 Annual Conference and Trade Show

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## Local priorities take centre stage at national conference

### The Federation of Canadian Municipalities Campaign to Build Better Lives

West Kelowna joined municipal leaders from across the country at FCM's 2019 Annual Conference to deliver a united message to the federal government. Support for local governments is critical to delivering results for Canadians. FCM is the national voice of local government, with members representing more than 90 per cent of Canadians.

"Whether it's better roads, transit, housing or water systems, local governments are building better lives. We make the most of the tools available, but the upcoming federal election needs to empower us to get even more done for our citizens and for Canadians across the country."

Held in Quebec City, Quebec and themed *Building Better Lives*, this year's conference showcased the power and influence of local government by bringing together 2,100 delegates representing communities from across the country. At the conference, attendees shared ideas about how to improve lives in their own communities.

The conference also provided opportunities for delegates to bring their diverse realities to discussions of some of Canada's most pressing issues, including housing affordability, national broadband and transit. Local leaders also explored ways to advance energy infrastructure while protecting the environment.

"I was inspired to see thousands of local leaders so energized and engaged," said incoming FCM President Bill Karsten. "The mutual respect and common experiences our delegates shared provided those in attendance with a deeper appreciation of their colleagues' work and an enriched understanding of our country."

The importance of this event and growing influence of the local order of government was highlighted further by the attendance of national party leaders including Green Party leader Elizabeth May, NDP leader Jagmeet Singh, Conservative leader and leader of the Official Opposition Andrew Scheer and, notably, Canada's Prime Minister Justin Trudeau.

I was fortunate to attend one of the most popular study tours held at the Quebec City police station. The presentation by a police lieutenant, a social worker and a lawyer was entitled, "Assistance for people in vulnerable or crisis situations." Discussions on cooperation between police, frontline workers, support systems and partnerships were informative, educational and helpful.

Council members were able to meet with MP Francois-Phillippe Champagne, Minister of Infrastructure and Communities.

FCM represents the governments closest to people's daily lives. That's the message we delivered to the Prime Minister and the other federal party leaders. Colleagues and I left this conference united and determined to work for the quality-of-life and economic progress Canadians deserve.

Carol Zanon

June 17, 2019



COUNCIL REPORT  
Development Services  
For the July 9, 2019 Council Meeting

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DATE: July 4, 2019 File: Z 19-04

TO: Tracey Batten, Deputy CAO

FROM: Jaleen Rousseau, Planner

RE: Application: Zoning Amendment Bylaw No. 0154.75  
Legal: Lot 2, DL 486, ODYD, Plan KAP761  
Address: 2411 Apollo Road  
Owner: E. & K. Ferreira  
Agent: M. Shahidul Islam / Rai Consulting Services Inc.

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RECOMMENDED MOTION:

**THAT** Council give third reading to West Kelowna Zoning Amendment Bylaw No. 0154.75, 2019.

RATIONALE:

- The proposal aligns with the future land use designation for Commercial Mixed Use within Westbank Centre;
- Infill development in this location makes more efficient use of community services and reduces development pressures at the urban fringes;
- The subject property is vacant and development will help to revitalize the Apollo Road neighbourhood with commercial space and provide new residential rental opportunities within Westbank Centre;
- A Form and Character Development Permit application will be required to demonstrate how the application meets the OCP Design Guidelines and the Westbank Centre Revitalization Plan Design Guidelines prior to development of the site; and

LEGISLATIVE REQUIREMENTS:

Council has the authority under Part 14 (s. 479) of the *Local Government Act (LGA)* to amend its Zoning Bylaw.

BACKGROUND:

The proposed bylaw amendment received first and second readings on April 9, 2019 and a Public Hearing was held on May 28, 2019. No issues were raised at the Public Hearing.

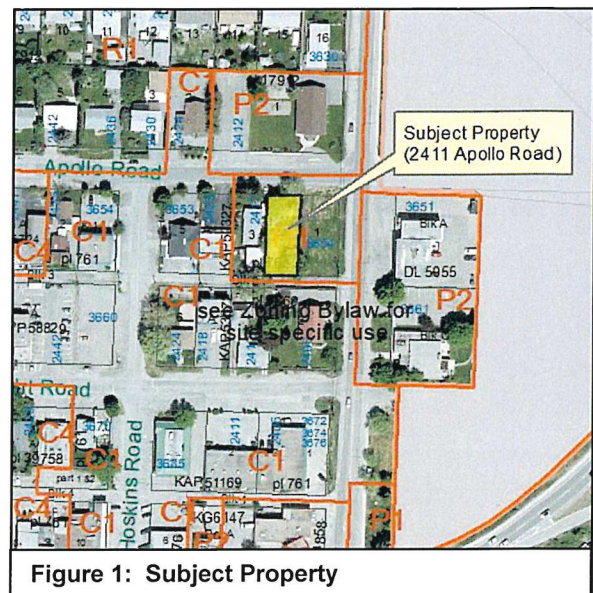
## Proposal

The applicant is requesting an amendment to Zoning Bylaw No. 0154 to rezone the subject property from Single Detached Residential (R1) to Urban Centre Commercial (C1).

## Bylaw and Policy Review

### Official Community Plan (OCP) Bylaw No. 0100

Development of the property under C1 zoning will be required to demonstrate compliance with the City's Form and Character Development Permit Guidelines for General and Multiple Family and Intensive Residential. In general, the guidelines encourage pedestrian oriented design, safe communities, and visual interest through careful and thoughtful siting design, building form and character, and landscaping.



### Zoning Bylaw No. 0154

The current zoning of the subject property is Single Detached Residential Zone (R1), which permits one single detached dwelling. The applicant is proposing to rezone the subject property to the Urban Centre Commercial Zone (C1) to allow for a three storey mixed use building (ground floor commercial with residential above). The Subject property meets the minimum parcel size and frontage requirements of the C1 Zone. The applicant has indicated that the required yard setbacks, building height, and parking requirements of the C1 Zone will be achieved and no variances are requested.

## Technical Review

The applicant has submitted a Functional Servicing Report indicating that the subject property can be serviced by existing sanitary sewer, water and stormwater infrastructure. A traffic impact assessment is not required based on the City's Terms of Reference for Professional Reports and Technical Studies because the proposal will result in less than 100 units.

## Overview of Public Hearing

A Public Hearing was held on May 28, 2019. No written submissions were received and no public comments were made at the Public Hearing. As identified in this report and noted at Public Hearing, there are no outstanding technical issues to be addressed and no recommended conditions of adoption. As such, the recommended motion has been provided for Council's consideration of third reading of the Zoning Amendment Bylaw.

## Next Steps

Prior to adoption, the bylaw amendment will be forwarded to the Ministry of Transportation for approval.

### COUNCIL REPORT/RESOLUTION HISTORY:

Date	Report Topic/Resolution	Resolution No.
May 28, 2019	Public Hearing	N/A
April 9, 2019	<b>THAT</b> Council give first and second reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.75, 2019; and  <b>THAT</b> Council direct staff to schedule the proposed bylaw amendment for a Public Hearing.	C152/19

ALTERNATE MOTIONS:

1. **THAT** Council postpone third reading of City of West Kelowna Zoning Amendment Bylaw No. 0154.75, 2019.

Should Council postpone consideration of the proposed bylaw amendment, further direction to staff on how to proceed is required.

2. **THAT** Council deny File No. Z 19-04 Zoning Amendment for 2411 Apollo Road and close the file.

Should Council deny the proposal, the file will be closed. As per the City's Procedures Bylaw, the applicant could re-apply for a similar proposal 6 months after initial Council consideration.

Respectfully submitted,

Jaleen Rousseau  
Planner

Brent Magnan  
Planning Manager

Bob Dargatz  
Development Manager

For: Nancy Henderson  
GM Development Services

Powerpoint: \_\_\_ Yes X No

Attachments:

1. Zoning Amendment Bylaw No. 0154.75, 2019
2. Context Map
3. Subject Property Map

Approved for Agenda

Tracey Batten, Deputy CAO  
Date

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**CITY OF WEST KELOWNA**

**BYLAW NO. 0154.75**

**A BYLAW TO AMEND "ZONING BYLAW NO. 0154"**

---

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0154" 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. 0154.75, 2019".

2. Amendments

"Zoning Bylaw No. 0154" is hereby amended as follows:

- 2.1 By changing the zoning on Lot 2, DL 486, ODYD, Plan KAP761 as shown on Schedule 'A' attached to and forming part of this bylaw from Single Detached Residential Zone (R1) to Urban Centre Commercial Zone (C1).
- 2.2 By depicting the change on "Zoning Bylaw No. 0154 Schedule B" (Zoning Bylaw map).

READ A FIRST AND SECOND TIME THIS 9<sup>TH</sup> DAY OF APRIL, 2019

PUBLIC HEARING HELD THIS 28<sup>TH</sup> DAY OF MAY, 2019

READ A THIRD TIME THIS DAY OF

APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS DAY OF

ADOPTED THIS DAY OF

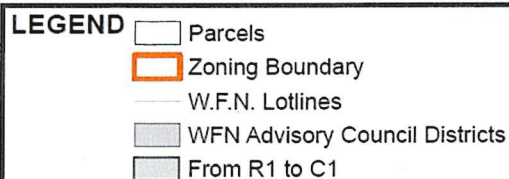
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MAYOR

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CITY CLERK





Date: 25/03/2019





# CONTEXT MAP: Z 19-04



File: Z 19-04

Legal Description: Lot 2, Block 2, DL 486, ODYD,  
Plan KAP761

 Subject Property

 City Boundary

0 105 210 420  
Metres






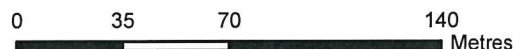


File: Z 19-04

Legal Description: Lot 2, Block 2, DL 486, ODYD,  
Plan KAP761

## LEGEND

-  Subject Property  
 Zoning Boundary  
 Parcels







COUNCIL REPORT  
Development Services  
For the July 9, 2019 Council Meeting

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DATE: June 25, 2019 File No. Z 19-06 (Prime Cannabis)

TO: Tracey Batten, Deputy CAO

FROM: Chris Oliver, Planner III

RE: Application: Zoning Amendment Bylaw No. 154.77, (Z 19-06)  
Legal: Lot 28 DL 486 ODYD Plan 19995 Except Plan 40663  
Address: #14-2528 Main Street  
Owners: Otter Farm & Home Co-Operative  
Agent: 1184962 BC Ltd. (Prime Cannabis)

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**RECOMMENDED MOTION:**

**THAT** Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0154.77, 2019 (Prime Cannabis, Z19-06); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.77 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**RATIONALE:**

The recommended motion is based on the following considerations:

- The Government of Canada legalized non-medical cannabis on October 17, 2018 and proceeding to rezone this location will further the goal of providing safe access to cannabis in West Kelowna; and
- The Ministry of Transportation and Infrastructure has approved the amendment Bylaw and all conditions have been met.

**LEGISLATIVE REQUIREMENTS:**

Council has the authority under s.479 of the *Local Government Act* to create and amend the Zoning Bylaw.

**BACKGROUND:**


In accordance with Non-Medical Cannabis Retail Store Policy, five applications are being brought forward for rezoning with a site-specific text amendment to permit Non-Medical Cannabis Retail


Stores. As part of this process, staff also included in the public notice summary and the opening statement of the public hearing that the Provincial cannabis license is being processed and considered concurrently with the rezoning and that the public hearing will be used to gather the views of residents. As part of the adoption of the amendment Bylaw, a motion that satisfies the Liquor and Cannabis Regulation Branch has been included.

#### COUNCIL REPORT/RESOLUTION HISTORY


Date	Report Topic/Resolution	Resolution No.
June 25, 2019	<b>THAT</b> Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.77, 2019 (Prime Cannabis, Z19-06); and  <b>THAT</b> Council direct staff to schedule the bylaw for consideration and adoption following approval by the Ministry of Transportation and Infrastructure.	C252/19
May 14, 2019	Public Hearing held	N/A
April 23, 2019	<b>THAT</b> Council give first and second readings to City of West Kelowna Zoning Amendment Bylaw No. 0154.77, 2019 (Prime Cannabis, Z 19-06);  <b>THAT</b> Council direct staff to schedule the bylaw for public hearing; and  <b>THAT</b> Council consider the notification and public hearing as consultation for both the rezoning application and the British Columbia Liquor and Cannabis Regulation Branch license.	C168/19

Respectfully submitted,

  
Chris Oliver  
Planner III

  
Brent Magnan  
Planning Manager

Powerpoint: Yes ☐ No ☒

  
Nancy Henderson  
GM of Development Services

Approved for Agenda  
 July 3/19  
Tracey Batten, Deputy CAO Date

Attachments:

1. Zoning Amendment Bylaw No. 0154.77, 2019 (Prime Cannabis, Z19-06)
2. May 14, 2019 Public Hearing Minutes
3. Context Map
4. Subject Property Map

H:\DEVELOPMENT SERVICES\PLANNING\3360 Zoning & Rezoning\20 Applications\2019\Z 19-06 #14 - 2528 Main St - Prime Cannabis\Bylaw\_Rpts\_Minutes\Adoption\Z 19-06 3Adopt Council Report.docx

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**CITY OF WEST KELOWNA**

**BYLAW NO. 0154.77**

**A BYLAW TO AMEND "ZONING BYLAW NO. 0154"**

---

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0154" 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. 0154.77, 2019".

2. Amendments

"Zoning Bylaw No. 0154" is hereby amended as follows:

- 2.1 By adding to Section 11.1 Urban Centre Commercial Zone (C1), Sub-section 11.1.4 (Site Specific Uses, Building and Structures):

On Lot 28 DL 486 ODYD Plan 19995 Except Plan 40663 (#14-2528 Main Street): one Non-Medical Cannabis Retail Store as indicated on Schedule 'B' of Zoning Amendment Bylaw No. 0154.77.

- 2.2 By depicting the site specific text amendment on "Zoning Bylaw No. 0154 Schedule B" (Zoning Bylaw map) as shown on Schedule 'A' attached to and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME THIS 23<sup>RD</sup> DAY OF APRIL, 2019

PUBLIC HEARING HELD THIS 14<sup>TH</sup> DAY OF MAY, 2019

READ A THIRD TIME THIS 25<sup>TH</sup> DAY OF JUNE, 2019

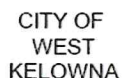
APPROVED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS 27<sup>TH</sup> DAY OF JUNE, 2019

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

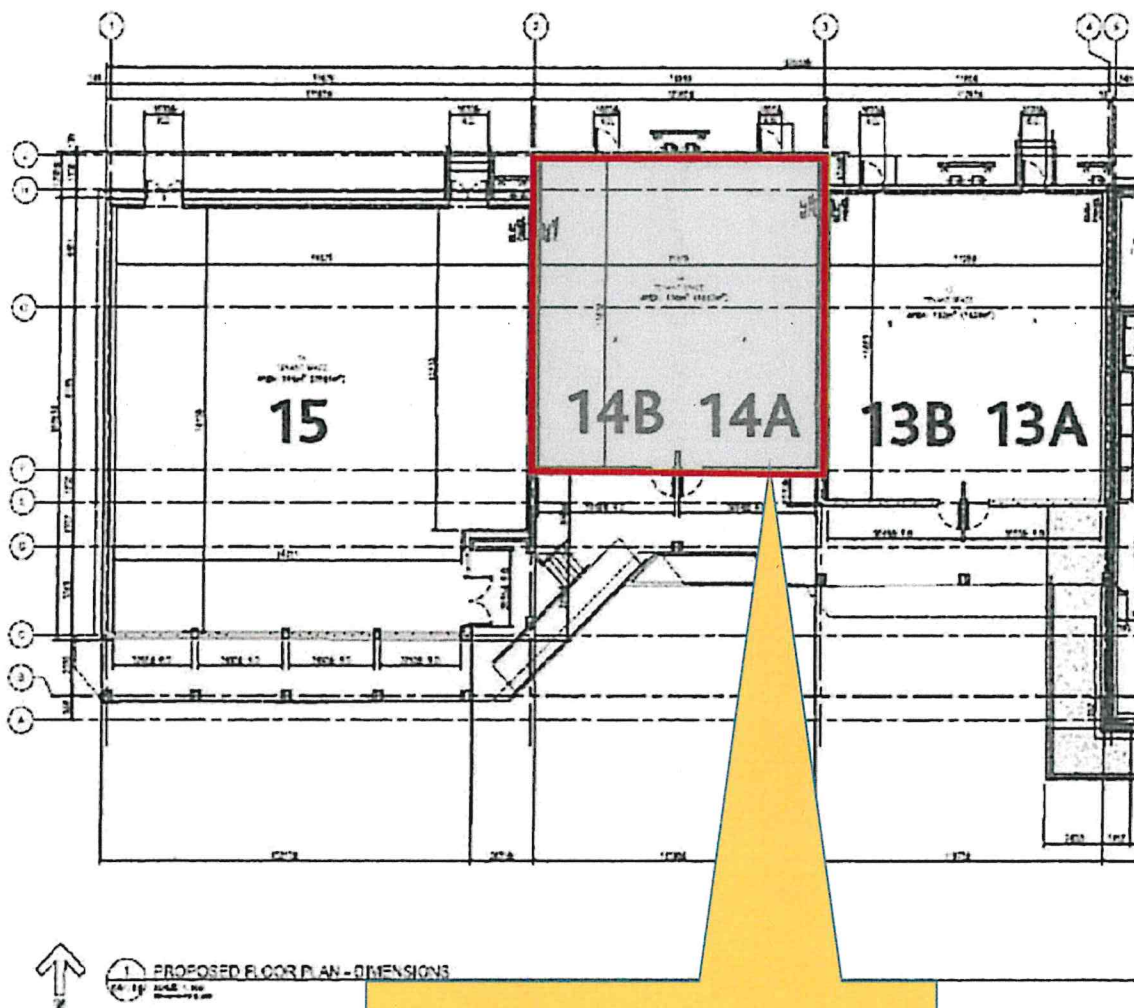






CITY OF  
WEST  
KELOWNA

## SCHEDULE 'B' of BYLAW NO. 0154.77



Site-specific text amendment to the  
Zoning Bylaw to allow for a Cannabis  
Retail Store

File: Z 19-06

Legal Description: Lot 28 District Lot 486, ODYD, Plan 19995 Except  
Plan 40663

Address: Unit #14 (14A & 14B) 2528 Main Street, West Kelowna, BC

Date: 2019-04-08



## PUBLIC HEARING MINUTES

MINUTES OF THE PUBLIC HEARING  
HELD AT THE CITY OF WEST KELOWNA COUNCIL CHAMBERS,  
2760 CAMERON ROAD, WEST KELOWNA, BC  
TUESDAY, MAY 14, 2019

---

**MEMBERS PRESENT:**

Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Jason Friesen  
Councillor Stephen Johnson  
Councillor Carol Zanon  
Councillor Jayson Zilkie

**Staff Present:**

Jim Zaffino, CAO  
Tracey Batten, Deputy CAO  
Nancy Henderson, GM of Development Services  
Brent Magnan, Planning Manager  
Shelley Schnitzler, Legislative Services Manager  
Brandon Mayne, Help Desk Assistant  
Chris Oliver, Planner III

**1. CALL THE PUBLIC HEARING TO ORDER:**

The Public Hearing was called to order at 6:00 p.m.

**2. INTRODUCTION OF LATE ITEMS:**

2.1 Re: Item 4.1, Z 19-06, 14 – 2528 Main Street  
Letter received from Michael Plumpton

2.2 Re: Item 4.5, Z 19-10, 1192 Industrial Road  
Replacement Page 61

**3. ADOPTION OF AGENDA:**

It was moved and seconded that the agenda be adopted as amended. The motion carried unanimously.

**4. PUBLIC HEARING:**

The Mayor explained the process of this public hearing being held pursuant to Division 3, Part 14 of the *Local Government Act* for the purpose of hearing representation from those persons who believe their interests may be affected by the following bylaws:

- Zoning Amendment Bylaw No. 0154.77
- Zoning Amendment Bylaw No. 0154.78
- Zoning Amendment Bylaw No. 0154.79
- Zoning Amendment Bylaw No. 0154.80
- Zoning Amendment Bylaw No. 0154.81
- Zoning Amendment Bylaw No. 0154.82

The Mayor noted that binders have been available for inspection which includes any written comments received to date for the applications and that Notices of the Public Hearing were duly advertised in accordance with the requirements of the *Local Government Act*.

#### 4.1 Z 19-06, 14-2528 Main Street

The Planner introduced Zoning Amendment Bylaw No. 0154.77, to permit a non-medical cannabis retail store at 14-2528 Main Street, and to provide the public consultation component for the Liquor and Cannabis Regulation Branch licensing process.

The Mayor asked if the owner/agent wished to address Council regarding this application.

##### Rob Anderson

- Has owned and operated restaurants for several years;
- Familiar with liquor control licensing regulations and Branch;
- Is a local resident;
- Previously owned a restaurant in Kelowna;
- Has inventory ordering management and auditing systems (for restaurants and liquor) experience;
- Work with Cannabis Compliance Inc.
- Regarding illicit drugs, needles, etc. previously the property was empty; along with adjoining properties and this business, this site will be more secure;
- There will be 4 exterior cameras;
- Will ensure there is no loitering and that the area is secure;
- Will ensure there will be no illicit drugs;
- Having a business on the subject property will clean up the area;
- Has applied for maximum operating hours; may refine hours as business dictates.

The Mayor asked a first time if there were any members of the public who wished to address Council regarding this file.

##### Dr. Corrina Lampen, Sensei Laser and Vein

- Cameras don't make a difference;
- Her business has been broken into;
- Concern with opening a cannabis business in an area that supports homeless people;
- There are already drug issues;





File: Z 19-06

Legal Description: Lot 28, DL 486, ODYD, Plan 19995  
Except Plan 40663

 Subject Property

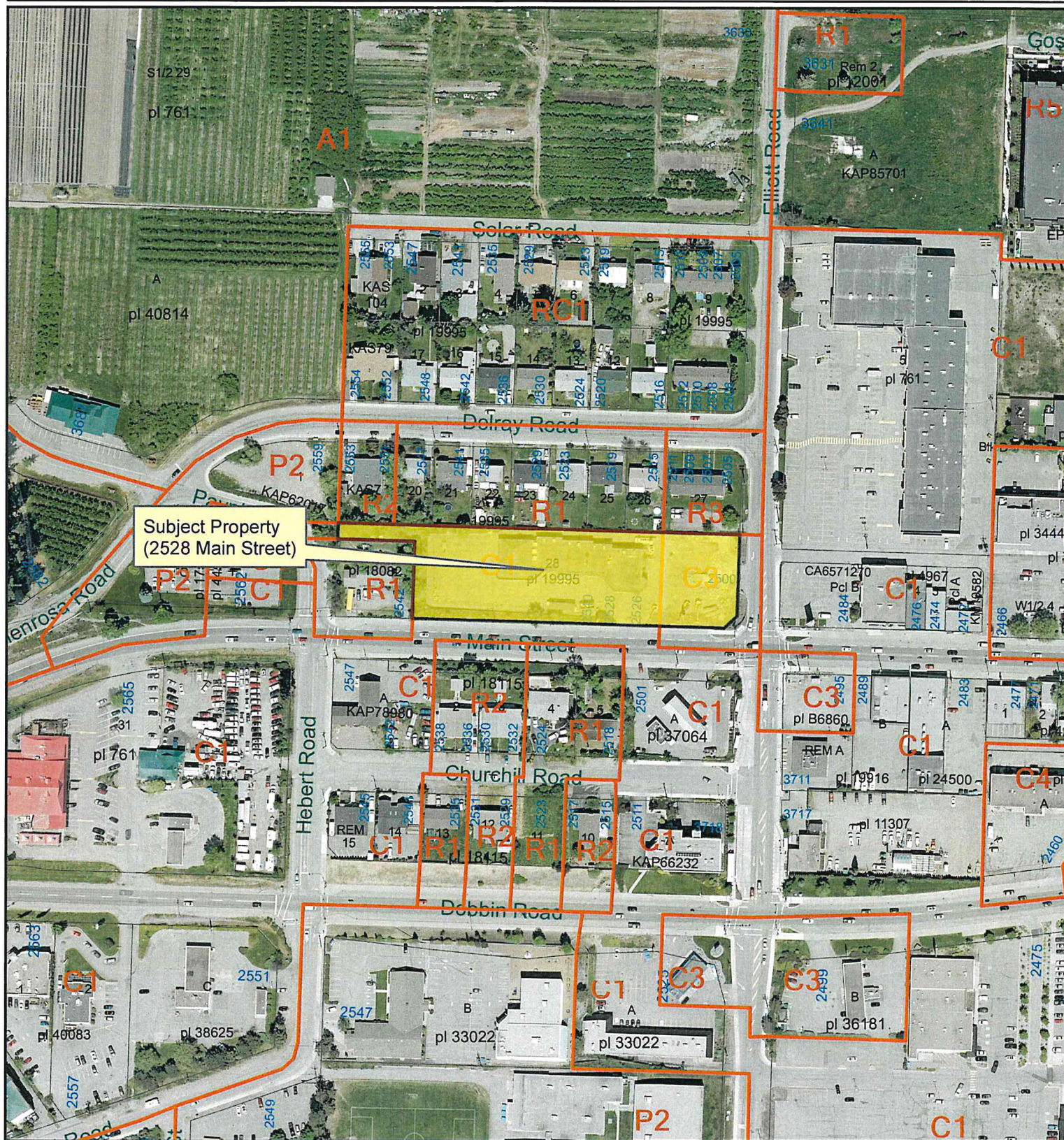
 City Boundary

0 120 240 480  
Metres








SUBJECT PROPERTY: Z 19-06



File: Z 19-06

Legal Description: Lot 28, DL 486, ODYD, Plan 19995  
Except Plan 40663

## LEGEND

-  Subject Property  
 Zoning Boundary  
 Parcels







**COUNCIL REPORT**  
**Development Services**  
**For the July 9, 2019 Council Meeting**

---

DATE: June 25, 2019 File No. Z 19-07 (Flora)  
TO: Tracey Batten, Deputy CAO  
FROM: Chris Oliver, Planner III  
RE: Application: Zoning Amendment Bylaw No. 154.78, (Z 19-07)  
Legal: Lot A, DL 468, ODYD Plan KAP84320  
Address: 3710 Hoskins Road  
Owners: 0778967 B.C. LTD. Inc.  
Agent: Flora Enterprises Inc.

---

**RECOMMENDED MOTION:**

**THAT** Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0154.78, 2019 (Flora, Z19-07); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.78 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**RATIONALE:**

The recommended motion is based on the following considerations:

- The Government of Canada legalized non-medical cannabis on October 17, 2018 and proceeding to rezone this location will further the goal of providing safe access to cannabis in West Kelowna; and
- The Ministry of Transportation and Infrastructure has approved the amendment Bylaw and all conditions have been met.

**LEGISLATIVE REQUIREMENTS:**

Council has the authority under s.479 of the *Local Government Act* to create and amend the Zoning Bylaw.

**BACKGROUND:**

In accordance with Non-Medical Cannabis Retail Store Policy, five applications are being brought forward for rezoning with a site-specific text amendment to permit Non-Medical Cannabis Retail

Stores. As part of this process, staff also included in the public notice summary and the opening statement of the public hearing that the Provincial cannabis license is being processed and considered concurrently with the rezoning and that the public hearing will be used to gather the views of residents. As part of the adoption of the amendment Bylaw, a motion that satisfies the Liquor and Cannabis Regulation Branch has been included.


#### COUNCIL REPORT/RESOLUTION HISTORY

Date	Report Topic/Resolution	Resolution No.
June 25, 2019	<b>THAT</b> Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.78, 2019 (Flora, Z19-07); and  <b>THAT</b> Council direct staff to schedule the bylaw for consideration and adoption following approval by the Ministry of Transportation and Infrastructure.	C253/19
May 14, 2019	Public Hearing held	N/A
April 23, 2019	<b>THAT</b> Council give first and second readings to City of West Kelowna Zoning Amendment Bylaw No. 0154.78, 2019 (Flora, Z 19-07);  <b>THAT</b> Council direct staff to schedule the bylaw for public hearing; and  <b>THAT</b> Council consider the notification and public hearing as consultation for both the rezoning application and the British Columbia Liquor and Cannabis Regulation Branch license.	C169/19

Respectfully submitted,



Chris Oliver  
Planner III



Brent Magnan  
Planning Manager

Powerpoint: Yes ☐ No ☒

*For:*   
Nancy Henderson  
GM of Development Services

Approved for Agenda

 July 3/19  
Tracey Batten, Deputy CAO Date

Attachments:

1. Zoning Amendment Bylaw No. 0154.78, 2019 (Flora, Z19-07)
2. May 14, 2019 Public Hearing Minutes
3. Context Map
4. Subject Property Map

H:\DEVELOPMENT SERVICES\PLANNING\3360 Zoning & Rezoning\20 Applications\2019\Z 19-07 3710 Hoskins Rd - Flora\Bylaw\_Rpts\_Minutes\Adoption\Z 19-07 Adopt Council Report.docx

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**CITY OF WEST KELOWNA**

**BYLAW NO. 0154.78**

**A BYLAW TO AMEND "ZONING BYLAW NO. 0154"**

---

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0154" 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. 0154.78, 2019".

2. Amendments

"Zoning Bylaw No. 0154" is hereby amended as follows:

- 2.1 By adding to Section 11.1 Urban Centre Commercial Zone (C1), Sub-section 11.1.4 (Site Specific Uses, Building and Structures):

On Lot A, DL 468, ODYD Plan KAP84320 (#101-3710 Hoskins Road): one Non-Medical Cannabis Retail Store as indicated on Schedule 'B' of Zoning Amendment Bylaw No. 0154.78.

- 2.2 By depicting the site specific text amendment on "Zoning Bylaw No. 0154 Schedule B" (Zoning Bylaw map) as shown on Schedule 'A' attached to and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME THIS 23<sup>RD</sup> DAY OF APRIL, 2019

PUBLIC HEARING HELD THIS 14<sup>TH</sup> DAY OF MAY, 2019

READ A THIRD TIME THIS 25<sup>TH</sup> DAY OF JUNE, 2019

APPROVED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS 27<sup>TH</sup> DAY OF JUNE, 2019

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
MAYOR

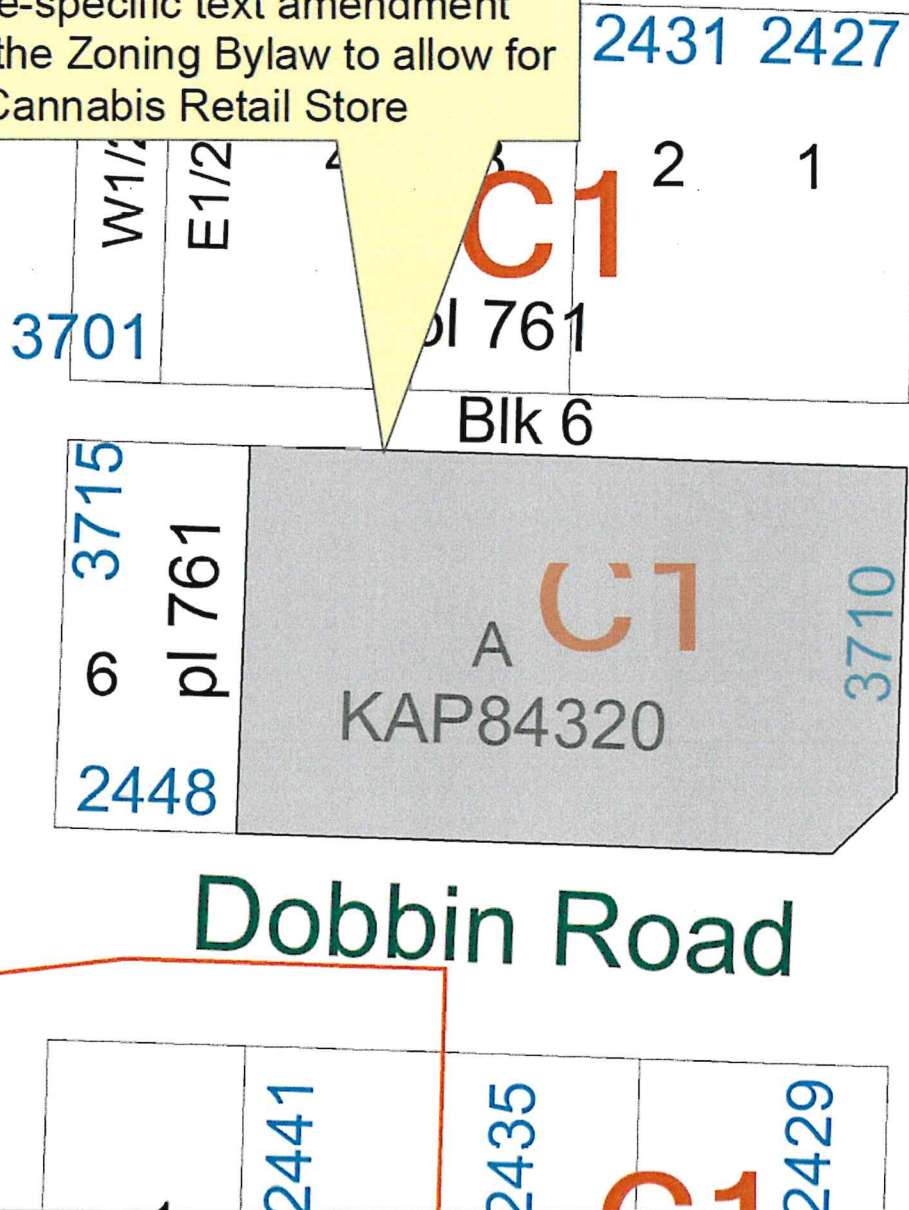
\_\_\_\_\_  
CITY CLERK



CITY OF  
WEST  
KELOWNA

## SCHEDULE 'A' of BYLAW NO. 0154.78

Site-specific text amendment  
to the Zoning Bylaw to allow for  
a Cannabis Retail Store



File: Z 19-07

Legal Description: Lot A, District Lot 486,  
ODYD, Plan KAP84320

0 5 10 20  
Metres

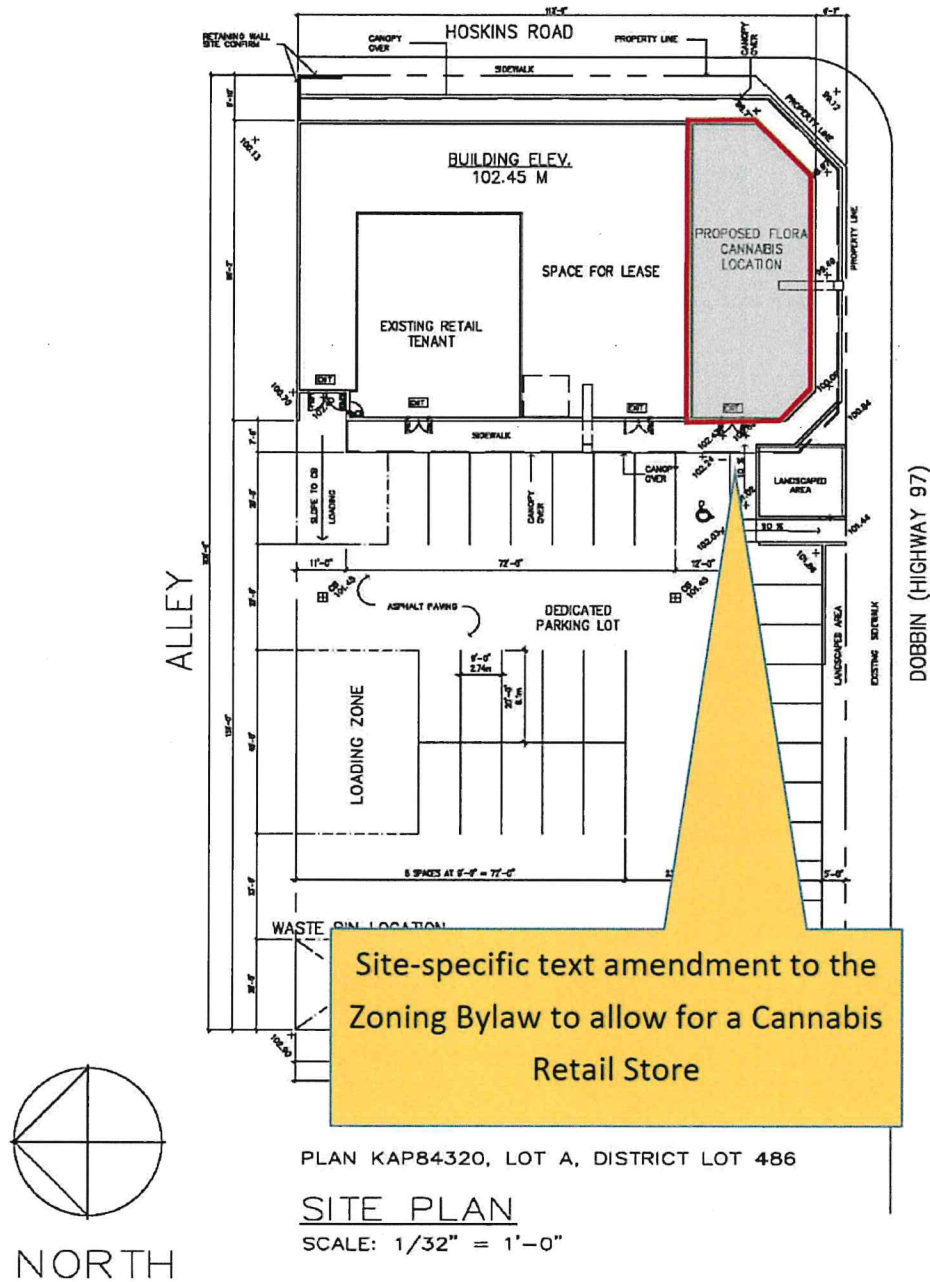
1:600

### LEGEND

- Subject Property
- Zoning Boundary
- Parcels



Date: 2019-04-05



File: Z 19-07

**Legal Description: Lot A, District Lot 486,  
ODYD, Plan KAP84320**

Address: 3710 Hoskins Road, West Kelowna, BC

Date: 2019-04-08





## PUBLIC HEARING MINUTES

MINUTES OF THE PUBLIC HEARING  
HELD AT THE CITY OF WEST KELOWNA COUNCIL CHAMBERS,  
2760 CAMERON ROAD, WEST KELOWNA, BC  
TUESDAY, MAY 14, 2019

---

**MEMBERS PRESENT:**

Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Jason Friesen  
Councillor Stephen Johnson  
Councillor Carol Zanon  
Councillor Jayson Zilkie

**Staff Present:**

Jim Zaffino, CAO  
Tracey Batten, Deputy CAO  
Nancy Henderson, GM of Development Services  
Brent Magnan, Planning Manager  
Shelley Schnitzler, Legislative Services Manager  
Brandon Mayne, Help Desk Assistant  
Chris Oliver, Planner III

**1. CALL THE PUBLIC HEARING TO ORDER:**

The Public Hearing was called to order at 6:00 p.m.

**2. INTRODUCTION OF LATE ITEMS:**

2.1 Re: Item 4.1, Z 19-06, 14 – 2528 Main Street  
Letter received from Michael Plumpton

2.2 Re: Item 4.5, Z 19-10, 1192 Industrial Road  
Replacement Page 61

**3. ADOPTION OF AGENDA:**

It was moved and seconded that the agenda be adopted as amended. The motion carried unanimously.

**4. PUBLIC HEARING:**

The Mayor explained the process of this public hearing being held pursuant to Division 3, Part 14 of the *Local Government Act* for the purpose of hearing representation from those persons who believe their interests may be affected by the following bylaws:

- There is no support from RCMP;
- Questioning, why a cannabis business should open in the vicinity, without support;
- The proposed location is central to where there is already homelessness and drug issues;
- Neighbouring businesses have also been broken into;
- There has been vandalism to her building within last 2 years;
- Questioning how local businesses are going to be supported;
- Consider that this may be contributing to the problem;
- Consider the location for the community and future businesses wanting to establish in West Kelowna.

The Mayor asked a first time if there were any members of the public who wished to address Council regarding this file. There were no comments from the public.

The Mayor asked a second time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor asked a third and final time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor declared the public hearing closed at 6:26 p.m. and Council cannot accept any further information regarding this application.

#### 4.2 Z 19-07, 3710 Hoskins Road

The Planner introduced Zoning Amendment Bylaw No. 0154.78, to permit a non-medical cannabis retail store at 3710 Hoskins Road, and to provide the public consultation component for the Liquor and Cannabis Regulation Branch licensing process.

The Mayor asked if the owner/agent wished to address Council regarding this application.

##### Matt Dober, President of Flora Cannabis

- Flora Cannabis is owned by Argent Diversified;
- Owns West Coast Merchandising in West Kelowna;
- The subject location on Hoskins was carefully considered;
- Intend for this to be a high end store;
- Will only be using a portion of the subject property;
- The remainder of the leased property may be sub-leased in the future.

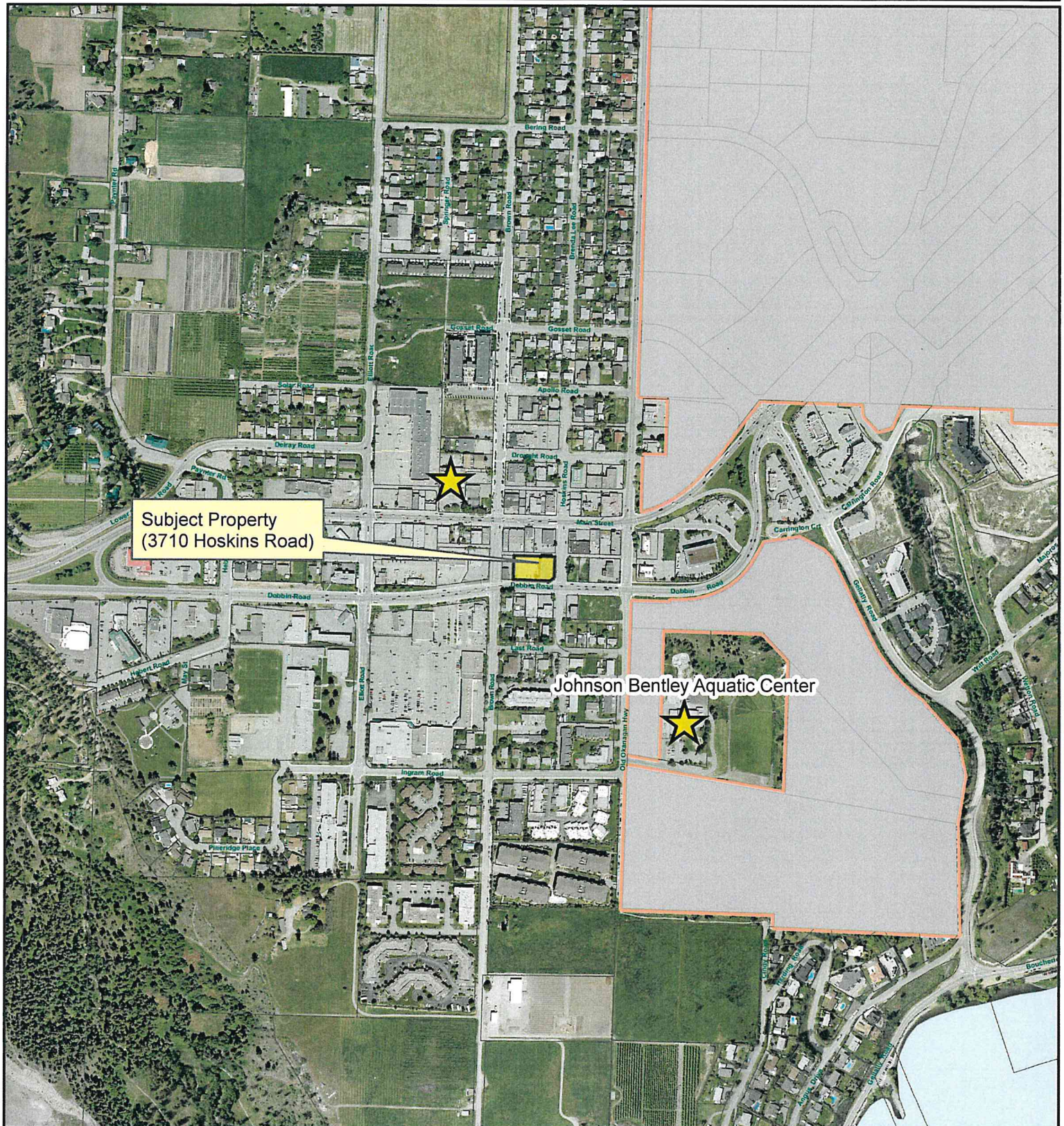
The Mayor asked a first time if there were any members of the public who wished to address Council regarding this file. There were no comments from the public.

The Mayor asked a second time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.







# CONTEXT MAP: Z 19-07



File: Z 19-07

Legal Description: Lot A, DL 476, ODYD, Plan KAP84320

 Subject Property  
 City Boundary

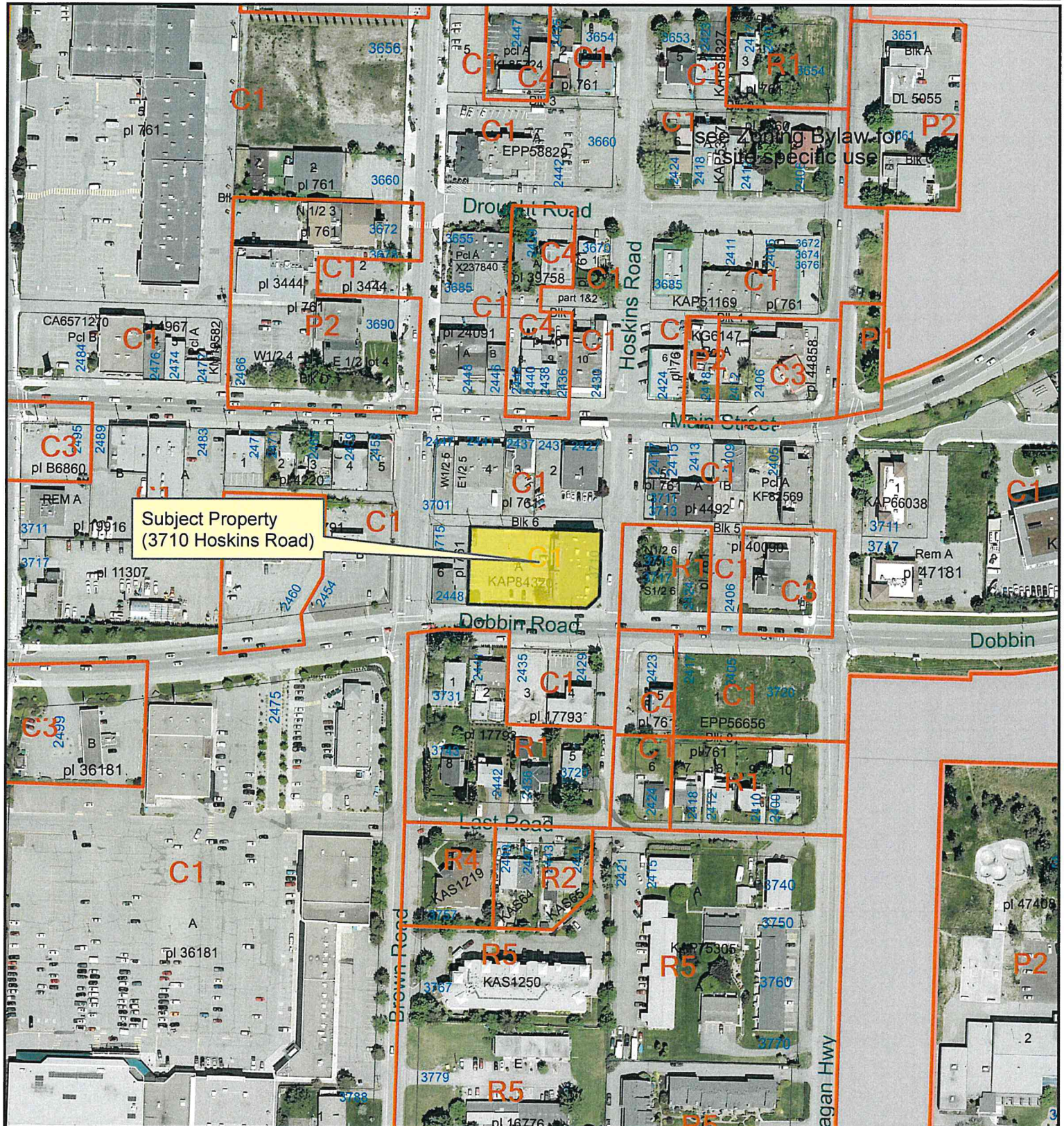
0 120 240 480  
Metres







# SUBJECT PROPERTY: Z 19-07



File: Z 19-07

Legal Description: Lot A, DL 486, ODYD, Plan KAP84320

## LEGEND

- Subject Property
- Zoning Boundary
- Parcels

0 35 70 140 Metres







**COUNCIL REPORT**  
**Development Services**  
**For the July 9, 2019 Council Meeting**

---

DATE: June 25, 2019 File No. Z 19-08 (Cheeba Cheebas)

TO: Tracey Batten, Deputy CAO

FROM: Chris Oliver, Planner III

RE: Application: Zoning Amendment Bylaw No. 154.79, (Z 19-08)  
Legal: Lot 7 DLS 507 and 2601 ODYD Plan KAP50056  
Address: 1812 Byland Road  
Owners: Canada West Realty Ltd.  
Agent: Christy and Associates Ltd. (On behalf of Cheeba Cheebas)

---

**RECOMMENDED MOTION:**

**THAT** Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0154.79, 2019 (Cheeba Cheebas, Z19-08); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.79 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**RATIONALE:**

The recommended motion is based on the following considerations:

- The Government of Canada legalized non-medical cannabis on October 17, 2018 and proceeding to rezone this location will further the goal of providing safe access to cannabis in West Kelowna; and
- The Ministry of Transportation and Infrastructure has approved the amendment Bylaw and all conditions have been met.

**LEGISLATIVE REQUIREMENTS:**

Council has the authority under s.479 of the *Local Government Act* to create and amend the Zoning Bylaw.

**BACKGROUND:**

In accordance with Non-Medical Cannabis Retail Store Policy, five applications are being brought forward for rezoning with a site-specific text amendment to permit Non-Medical Cannabis Retail

Stores. As part of this process, staff also included in the public notice summary and the opening statement of the public hearing that the Provincial cannabis license is being processed and considered concurrently with the rezoning and that the public hearing will be used to gather the views of residents. As part of the adoption of the amendment Bylaw, a motion that satisfies the Liquor and Cannabis Regulation Branch has been included.

#### COUNCIL REPORT/RESOLUTION HISTORY

Date	Report Topic/Resolution	Resolution No.
June 25, 2019	<b>THAT</b> Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.79, 2019 (Cheeba Cheebas, Z19-08); and  <b>THAT</b> Council direct staff to schedule the bylaw for consideration and adoption following approval by the Ministry of Transportation and Infrastructure.	C254/19
May 14, 2019	Public Hearing held	N/A
April 23, 2019	<b>THAT</b> Council give first and second readings to City of West Kelowna Zoning Amendment Bylaw No. 0154.79, 2019 (Cheeba Cheeba, Z 19-08);  <b>THAT</b> Council direct staff to schedule the bylaw for public hearing; and  <b>THAT</b> Council consider the notification and public hearing as consultation for both the rezoning application and the British Columbia Liquor and Cannabis Regulation Branch license.	C172/19

Respectfully submitted,



Chris Oliver  
Planner III



*R.R.* Nancy Henderson  
GM of Development Services



Brent Maghan  
Planning Manager

Powerpoint: Yes ☐ No ☒

Approved for Agenda

*Tracey Batten* July 31/19  
Tracey Batten, Deputy CAO Date

#### Attachments:

1. Zoning Amendment Bylaw No. 0154.79, 2019 (Cheeba Cheebas, Z19-08)
2. May 14, 2019 Public Hearing Minutes
3. Context Map
4. Subject Property Map

H:\DEVELOPMENT SERVICES\PLANNING\3360 Zoning & Rezoning\20 Applications\2019\Z 19-08 1812 Byland Rd - Cheeba Cheebas\Bylaw\_Rpts\_Minutes\Adoption\Z 19-08 Adopt Council Report.docx



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**CITY OF WEST KELOWNA**

**BYLAW NO. 0154.79**

**A BYLAW TO AMEND "ZONING BYLAW NO. 0154"**

---

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0154" 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. 0154.79, 2019".

2. Amendments

"Zoning Bylaw No. 0154" is hereby amended as follows:

- 2.1 By adding to Section 11.4 Service Commercial Zone (C4), Sub-section 11.4.4 (Site Specific Uses, Building and Structures):

On Lot 7 DLS 507 and 2601 ODYD Plan KAP50056 (#1-1812 Byland Road): one Non-Medical Cannabis Retail Store as indicated on Schedule 'B' of Zoning Amendment Bylaw No. 0154.79.

- 2.2 By depicting the site specific text amendment on "Zoning Bylaw No. 0154 Schedule B" (Zoning Bylaw map) as shown on Schedule 'A' attached to and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME THIS 23<sup>RD</sup> DAY OF APRIL, 2019

PUBLIC HEARING HELD THIS 14<sup>TH</sup> DAY OF MAY, 2019

READ A THIRD TIME THIS 25<sup>TH</sup> DAY OF JUNE, 2019

APPROVED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS 27<sup>TH</sup> DAY OF JUNE, 2019

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_

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MAYOR

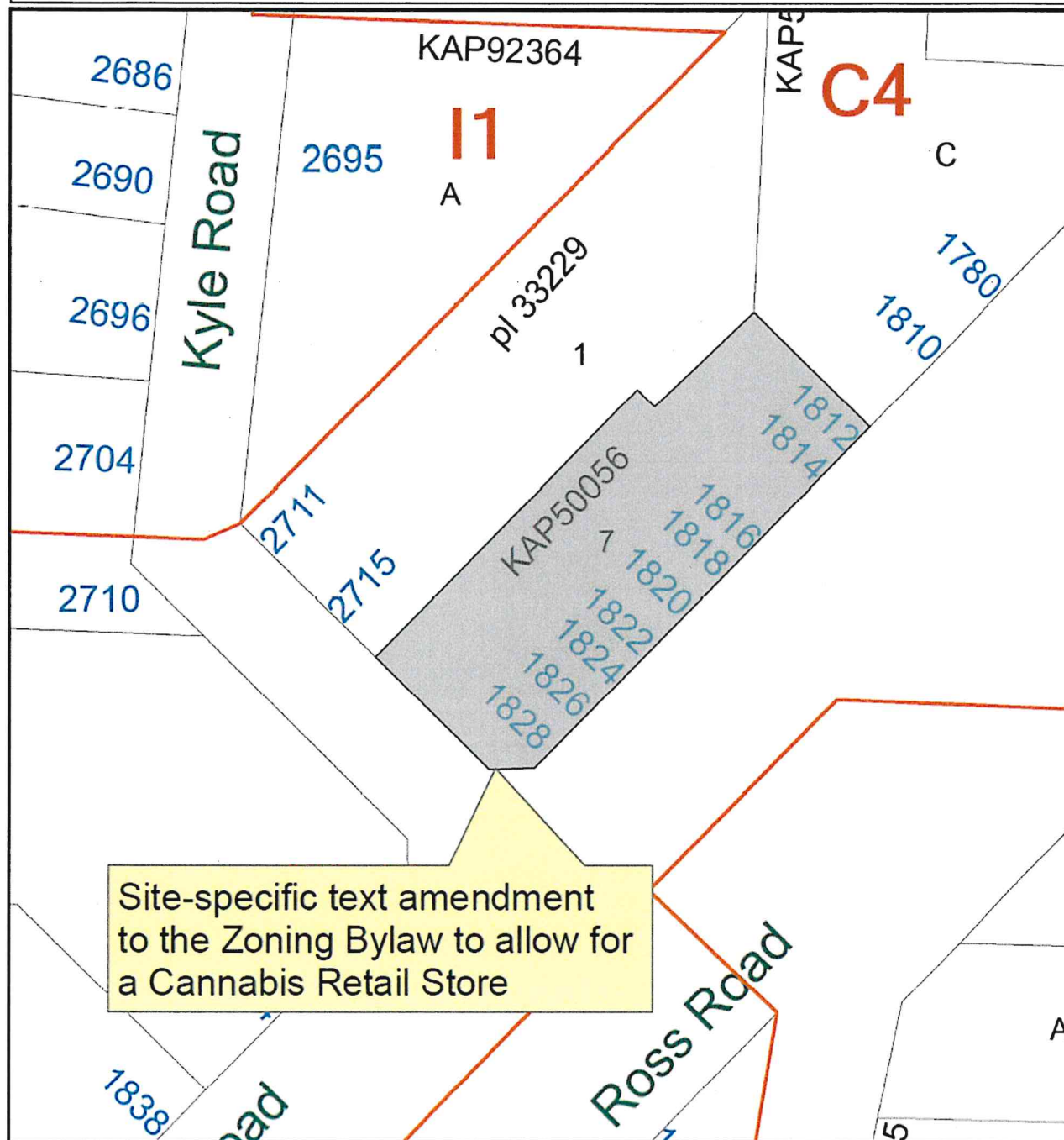
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CITY CLERK



CITY OF  
WEST  
KELOWNA

## SCHEDULE 'A' of BYLAW NO. 0154.79



File: Z 19-08

Legal Description: Lot 7, District Lots 507 and 2601,  
ODYD, Plan KAP50056

0 15 30 60 Metres 1:1,000

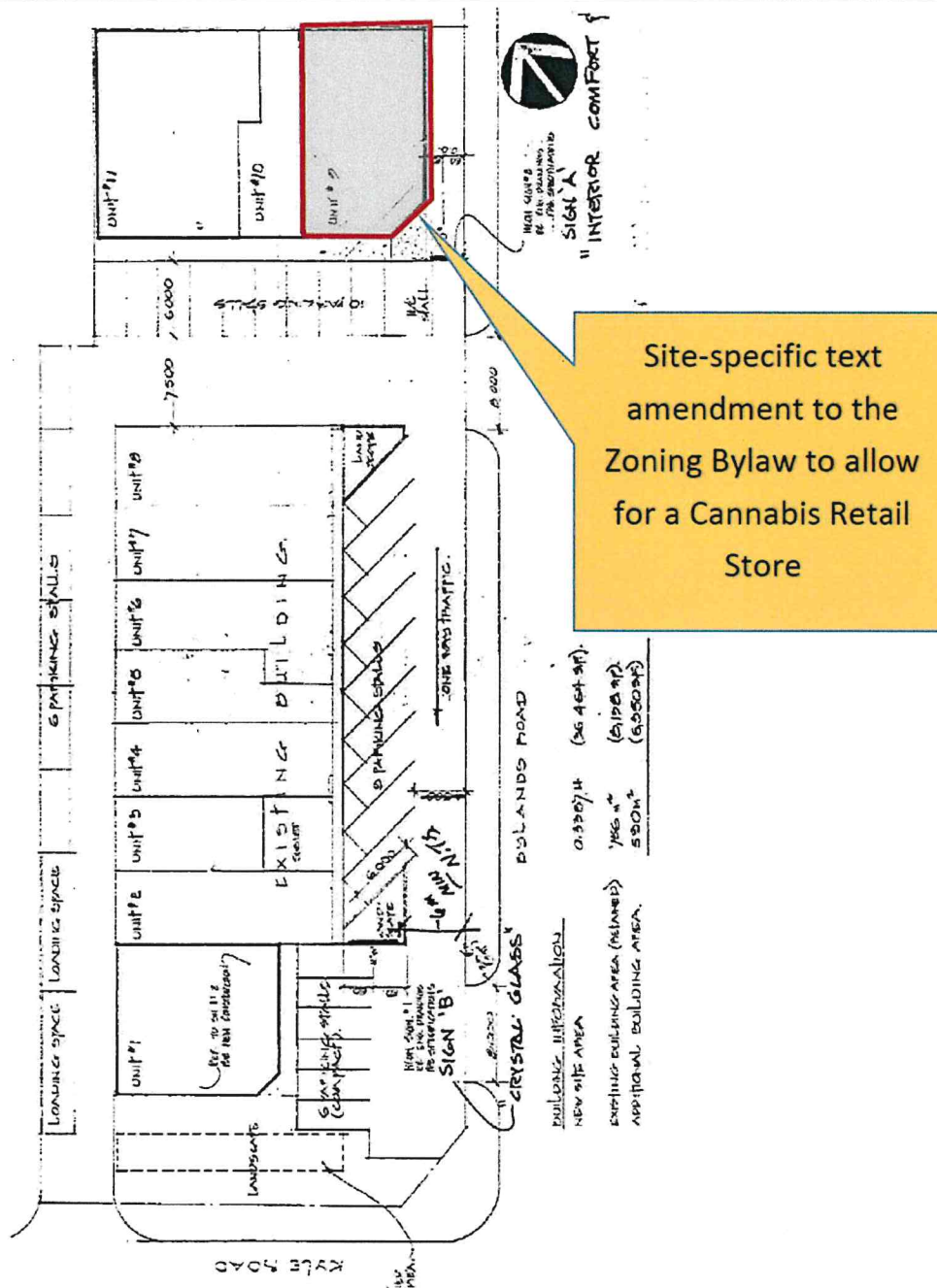
### LEGEND

- Subject Property
- Zoning Boundary
- Parcels



Date: 2019-04-05

**SCHEDULE 'B' of BYLAW NO. 0154.79**



File: Z 19-08

**Legal Description: Lot 7, District Lots 507 and 2601,  
ODYD, Plan KAP50056**

Address: Unit 1 - 1812 Byland Road, West Kelowna, BC

Date: 2019-04-08





## PUBLIC HEARING MINUTES

MINUTES OF THE PUBLIC HEARING  
HELD AT THE CITY OF WEST KELOWNA COUNCIL CHAMBERS,  
2760 CAMERON ROAD, WEST KELOWNA, BC  
TUESDAY, MAY 14, 2019

---

**MEMBERS PRESENT:**

Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Jason Friesen  
Councillor Stephen Johnson  
Councillor Carol Zanon  
Councillor Jayson Zilkie

**Staff Present:**

Jim Zaffino, CAO  
Tracey Batten, Deputy CAO  
Nancy Henderson, GM of Development Services  
Brent Magnan, Planning Manager  
Shelley Schnitzler, Legislative Services Manager  
Brandon Mayne, Help Desk Assistant  
Chris Oliver, Planner III

**1. CALL THE PUBLIC HEARING TO ORDER:**

The Public Hearing was called to order at 6:00 p.m.

**2. INTRODUCTION OF LATE ITEMS:**

2.1 Re: Item 4.1, Z 19-06, 14 – 2528 Main Street  
Letter received from Michael Plumptre

2.2 Re: Item 4.5, Z 19-10, 1192 Industrial Road  
Replacement Page 61

**3. ADOPTION OF AGENDA:**

It was moved and seconded that the agenda be adopted as amended. The motion carried unanimously.

**4. PUBLIC HEARING:**

The Mayor explained the process of this public hearing being held pursuant to Division 3, Part 14 of the *Local Government Act* for the purpose of hearing representation from those persons who believe their interests may be affected by the following bylaws:

The Mayor asked a third and final time if there were any members of the public who wished to address Council regarding this application.

Dr. Corrina Lampen, Sensei Laser and Vein

- There are now genetic modifications to plant substances to increase potency;
- They are not the typical garden variety grown in back yards;
- They become stronger and have more serious complications.

The Mayor asked a first time if there were any members of the public who wished to address Council regarding this file. There were no comments from the public.

The Mayor asked a second time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor asked a third and final time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor declared the public hearing closed at 6:37 p.m. and Council cannot accept any further information regarding this application.

#### 4.3 Z 19-08, 1 - 1812 Byland Road

The Planner introduced Zoning Amendment Bylaw No. 0154.79, to permit a non-medical cannabis retail store at 1 - 1812 Byland Road, and to provide the public consultation component for the Liquor and Cannabis Regulation Branch licensing process.

The Mayor asked if the owner/agent wished to address Council regarding this application.

Hazel Christy, Christy & Associates and Chris Gayford

- With reference to the logo, the design has been submitted to the Provincial Government for review; there has been no comment from them;
- Mr. Gayford is willing to work with staff and the OCP guidelines regarding façade improvements;
- Is aware of the Sign Bylaw and will comply with all of Council's regulations on façade improvements;
- Façade design is a subjective consideration; there is room for discretion;
- The idea for the facade design came from seeing similar facades in Seattle;
- Has hired a company for the design; will work with them to improve branding and façade improvements; will work with them once the application has gone through the licensing process.

The Mayor asked a first time if there were any members of the public who wished to address Council regarding this file. There were no comments from the public.

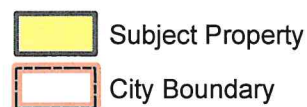
The Mayor asked a second time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.





File: Z 19-08

Legal Description: Lot 7, DL 507 & 2601, ODYD,  
Plan KAP50056



0 120 240 480  
Metres







SUBJECT PROPERTY: Z 19-08



File: Z 19-08

Legal Description: Lot 7, DL 507 & 2601, ODYD,  
Plan KAP50056

LEGEND

- Subject Property
- Zoning Boundary
- Parcels

0 10 20 40 Metres







COUNCIL REPORT  
Development Services  
For the July 9, 2019 Council Meeting

---

DATE: June 25, 2019 File No. Z 19-09 (Spirit Leaf)

TO: Tracey Batten, Deputy CAO

FROM: Chris Oliver, Planner III

RE: Application: Zoning Amendment Bylaw No. 154.80, (Z 19-09)  
Legal: Lot 2 DL 506 ODYD Plan 18464 Except Plan H16956  
Address: 1195 Industrial Road  
Owners: BMK133 Holdings Inc.  
Agent: 1143782 B.C. Ltd. (Spirit Leaf)

---

RECOMMENDED MOTION:

**THAT** Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0154.80, 2019 (Spirit Leaf, Z19-09); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.80 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

RATIONALE:

The recommended motion is based on the following considerations:

- The Government of Canada legalized non-medical cannabis on October 17, 2018 and proceeding to rezone this location will further the goal of providing safe access to cannabis in West Kelowna; and
- The Ministry of Transportation and Infrastructure has approved the amendment Bylaw and all conditions have been met.

LEGISLATIVE REQUIREMENTS:

Council has the authority under s.479 of the *Local Government Act* to create and amend the Zoning Bylaw.

BACKGROUND:

In accordance with Non-Medical Cannabis Retail Store Policy, five applications are being brought forward for rezoning with a site-specific text amendment to permit Non-Medical Cannabis Retail

Stores. As part of this process, staff also included in the public notice summary and the opening statement of the public hearing that the Provincial cannabis license is being processed and considered concurrently with the rezoning and that the public hearing will be used to gather the views of residents. As part of the adoption of the amendment Bylaw, a motion that satisfies the Liquor and Cannabis Regulation Branch has been included.

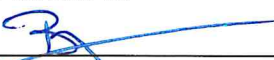
#### COUNCIL REPORT/RESOLUTION HISTORY

Date	Report Topic/Resolution	Resolution No.
June 25, 2019	<b>THAT</b> Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.80, 2019 (Spirit Leaf, Z19-09); and  <b>THAT</b> Council direct staff to schedule the bylaw for consideration and adoption following approval by the Ministry of Transportation and Infrastructure.	C255/19
May 14, 2019	Public Hearing held	N/A
April 23, 2019	<b>THAT</b> Council give first and second readings to City of West Kelowna Zoning Amendment Bylaw No. 0154.80, 2019 (Spirit Leaf, Z 19-09);  <b>THAT</b> Council direct staff to schedule the bylaw for public hearing; and  <b>THAT</b> Council consider the notification and public hearing as consultation for both the rezoning application and the British Columbia Liquor and Cannabis Regulation Branch license.	C170/19

Respectfully submitted,



Chris Oliver  
Planner III



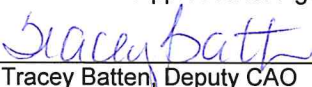
Feb: Nancy Henderson  
GM of Development Services



Brent Magnan  
Planning Manager

Powerpoint: Yes ☐ No ☒

Approved for Agenda

 July 3/19  
Tracey Batten, Deputy CAO Date

#### Attachments:

1. Zoning Amendment Bylaw No. 0154.80, 2019 (Spirit Leaf, Z19-09)
2. May 14, 2019 Public Hearing Minutes
3. Context Map
4. Subject Property Map

H:\DEVELOPMENT SERVICES\PLANNING\3360 Zoning & Rezoning\20 Applications\2019\Z 19-09 #104 - 1195 Industrial Rd - Spiritleaf\Bylaw\_Rpts\_Minutes\Adoption\Z 19-09 Adopt Council Report.docx



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**CITY OF WEST KELOWNA**

**BYLAW NO. 0154.80**

**A BYLAW TO AMEND "ZONING BYLAW NO. 0154"**

---

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0154" 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. 0154.80, 2019".

2. Amendments

"Zoning Bylaw No. 0154" is hereby amended as follows:

- 2.1 By adding to Section 12.1 Light Industrial Zone (I1), Sub-section 12.1.4 (Site Specific Uses, Building and Structures):

On Lot 2 DL 506 ODYD Plan 18464 Except Plan H16956 (#104-1195 Industrial Road): one Non-Medical Cannabis Retail Store as indicated on Schedule 'B' of Zoning Amendment Bylaw No. 0154.80.

- 2.2 By depicting the site specific text amendment on "Zoning Bylaw No. 0154 Schedule B" (Zoning Bylaw map) as shown on Schedule 'A' attached to and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME THIS 23<sup>RD</sup> DAY OF APRIL, 2019

PUBLIC HEARING HELD THIS 14<sup>TH</sup> DAY OF MAY, 2019

READ A THIRD TIME THIS 25<sup>TH</sup> DAY OF JUNE, 2019

APPROVED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS 27<sup>TH</sup> DAY OF JUNE, 2019

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_

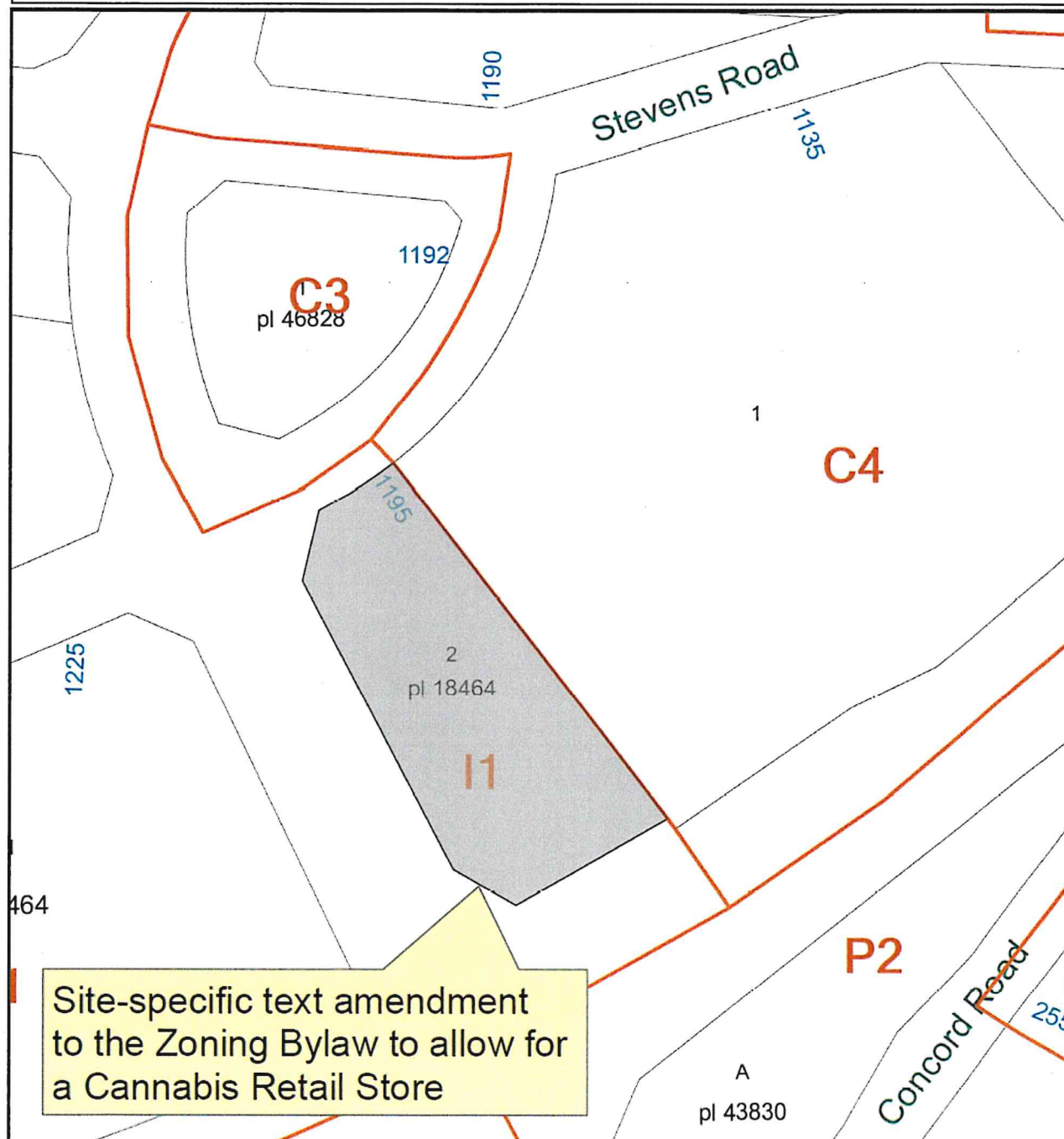
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK



CITY OF  
WEST  
KELOWNA

## SCHEDULE 'A' of BYLAW NO. 0154.80



File: Z 19-09

Legal Description: Lot 2, District Lot 506, ODYD,  
Plan 18464 Except Plan H16956

0 20 40 80 Metres

1:1,500

### LEGEND

- Subject Property
- Zoning Boundary
- Parcels

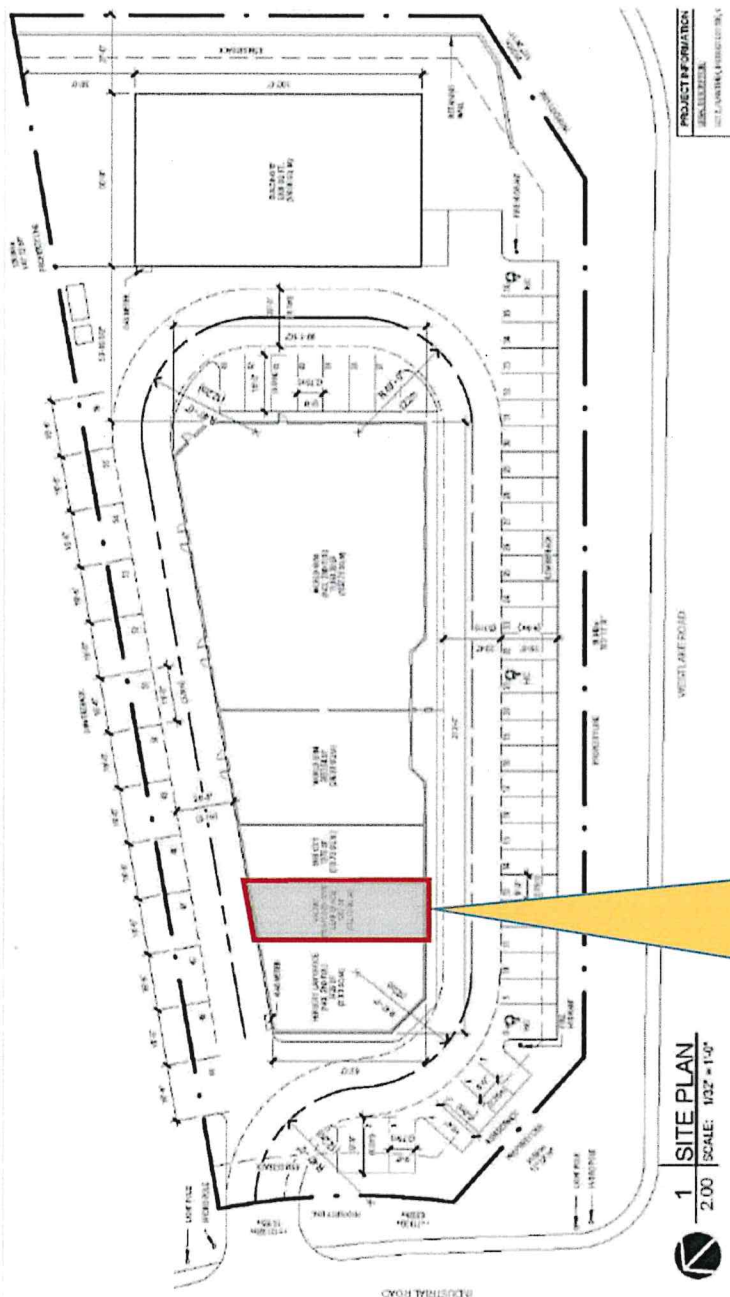


Date: 2019-04-05



CITY OF  
WEST  
KELOWNA

## SCHEDULE 'B' of BYLAW NO. 0154.80



PROJECT INFORMATION  
SUBMITTED  
DATE: 2019-04-08

1 SITE PLAN  
2.00 SCALE: 1/32" = 1'-0"

Site-specific text  
amendment to the Zoning  
Bylaw to allow for a  
Cannabis Retail Store

File: Z 19-09

Legal Description: Lot 2, District Lot 506, ODYD,  
Plan 18464 Except Plan H16956

Address: #104 - 1195 Industrial Road, West Kelowna, BC

Date: 2019-04-08





## PUBLIC HEARING MINUTES

MINUTES OF THE PUBLIC HEARING  
HELD AT THE CITY OF WEST KELOWNA COUNCIL CHAMBERS,  
2760 CAMERON ROAD, WEST KELOWNA, BC  
TUESDAY, MAY 14, 2019

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**MEMBERS PRESENT:**

Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Jason Friesen  
Councillor Stephen Johnson  
Councillor Carol Zanon  
Councillor Jayson Zilkie

**Staff Present:**

Jim Zaffino, CAO  
Tracey Batten, Deputy CAO  
Nancy Henderson, GM of Development Services  
Brent Magnan, Planning Manager  
Shelley Schnitzler, Legislative Services Manager  
Brandon Mayne, Help Desk Assistant  
Chris Oliver, Planner III

**1. CALL THE PUBLIC HEARING TO ORDER:**

The Public Hearing was called to order at 6:00 p.m.

**2. INTRODUCTION OF LATE ITEMS:**

2.1 Re: Item 4.1, Z 19-06, 14 – 2528 Main Street  
Letter received from Michael Plumptre

2.2 Re: Item 4.5, Z 19-10, 1192 Industrial Road  
Replacement Page 61

**3. ADOPTION OF AGENDA:**

It was moved and seconded that the agenda be adopted as amended. The motion carried unanimously.

**4. PUBLIC HEARING:**

The Mayor explained the process of this public hearing being held pursuant to Division 3, Part 14 of the *Local Government Act* for the purpose of hearing representation from those persons who believe their interests may be affected by the following bylaws:

The Mayor asked a third and final time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor declared the public hearing closed at 6:59 p.m. and Council cannot accept any further information regarding this application.

#### 4.4 Z 19-09, 104 – 1195 Industrial Road

The Planner introduced Zoning Amendment Bylaw No. 0154.80, to permit a non-medical cannabis retail store at 104 – 1195 Industrial Road, and to provide the public consultation component for the Liquor and Cannabis Regulation Branch licensing process.

The Mayor asked if the owner/agent wished to address Council regarding this application.

##### Michael Adams

- Spiritleaf is a franchise;
- Minors will not be permitted in the store;
- Will adhere to all laws regarding minors;
- No loitering or consumption will be permitted outside the store;
- Security – will have surveillance to keep staff and customers safe;
- Panic button will be located in the store;
- All products will be kept under lock and key;
- Staff will be educated and trained in Spiritleaf's safety plan;
- The business will be monitored by a security company 24/7;
- A security company will provide patrols after hours;
- Will follow all laws around sale and consumption of non-medical cannabis;
- Will ensure compliance with the Liquor and Cannabis Regulation Branch;
- Their Community Engagement Program provides sponsorships, donations and endowments to the community.

The Mayor asked a first time if there were any members of the public who wished to address Council regarding this file. There were no comments from the public.

The Mayor asked a second time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor asked a third and final time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

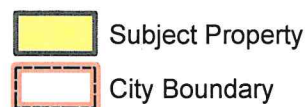
The Mayor declared the public hearing closed at 7:09 p.m. and Council cannot accept any further information regarding this application.





File: Z 19-09

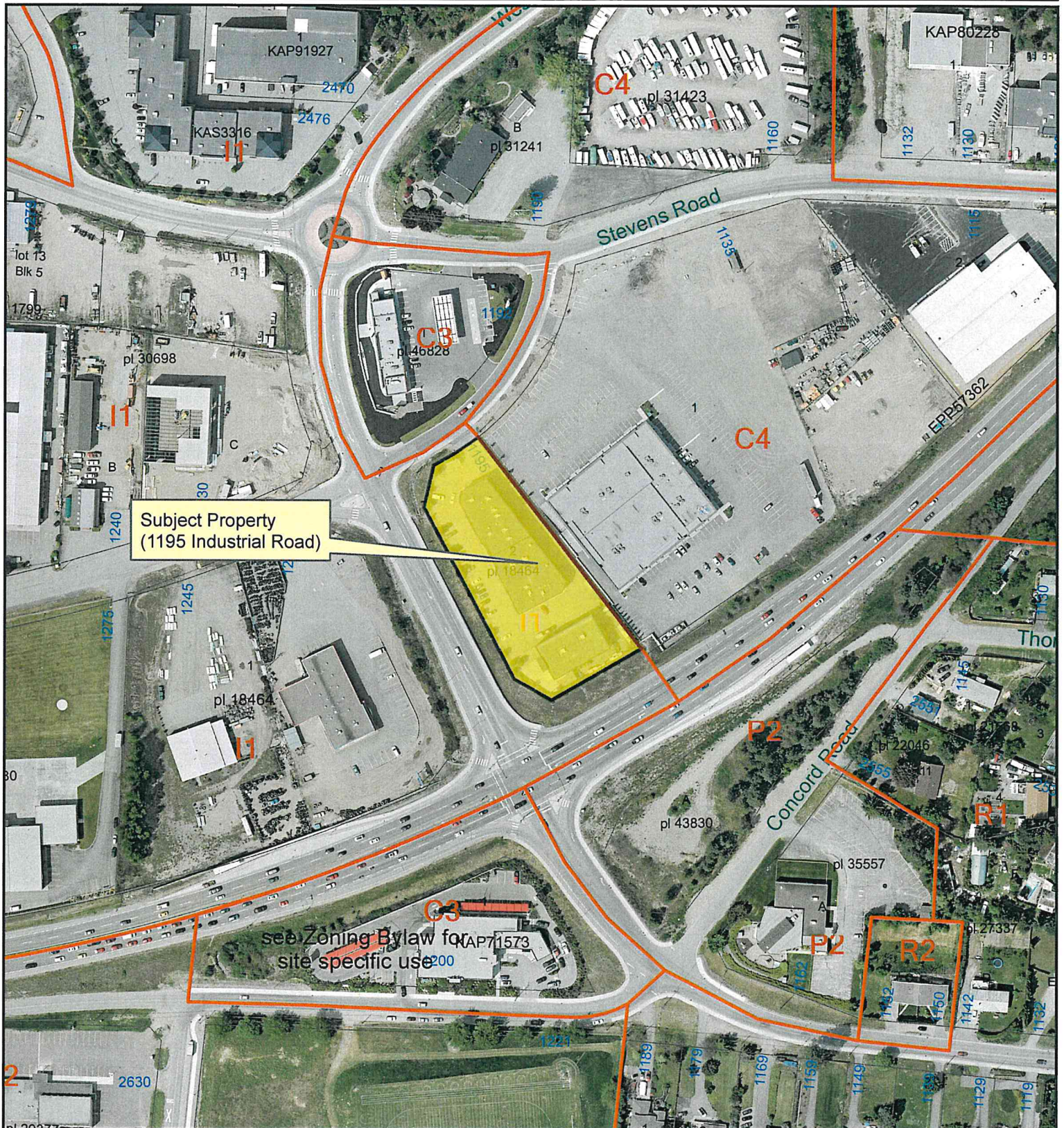
Legal Description: Lot 2, DL 506, ODYD, Plan 18464  
Except Plan H16956



0 120 240 480 Metres







File: Z 19-09

Legal Description: Lot 2, DL 506, ODYD, Plan 18464  
Except Plan H16956

LEGEND

- Subject Property
- Zoning Boundary
- Parcels

0 35 70 140 Metres







COUNCIL REPORT  
Development Services  
For the July 9, 2019 Council Meeting

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DATE: June 25, 2019 File No. Z 19-10 (Canndara)

TO: Tracey Batten, Deputy CAO

FROM: Chris Oliver, Planner III

RE: Application: Zoning Amendment Bylaw No. 154.81, (Z 19-10)  
Legal: Lot 1 DL 506 ODYD Plan KAP46828  
Address: 1192 Industrial Road  
Owners: Prairiewest Centre Ltd.  
Agent: Raveen Raey (Canndara)

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**RECOMMENDED MOTION:**

**THAT** Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0154.81, 2019 (Candara, Z 19-10); and

**THAT** Council direct staff to send a recommendation to the British Columbia Liquor and Cannabis Regulation Branch in support of the issuance of a non-medical cannabis retail store license in accordance with Amendment Bylaw No. 0154.81 with the following comments:

- The proposed location meets local government bylaw requirements and as such, no negative impact is anticipated; and
- The views of the residents were captured during a public hearing process for the rezoning of the property and Council meeting minutes summarizing those views are attached.

**RATIONALE:**

The recommended motion is based on the following considerations:

- The Government of Canada legalized non-medical cannabis on October 17, 2018 and proceeding to rezone this location will further the goal of providing safe access to cannabis in West Kelowna; and
- The Ministry of Transportation and Infrastructure has approved the amendment Bylaw and all conditions have been met.

**LEGISLATIVE REQUIREMENTS:**

Council has the authority under s.479 of the *Local Government Act* to create and amend the Zoning Bylaw.

**BACKGROUND:**


In accordance with Non-Medical Cannabis Retail Store Policy, five applications are being brought forward for rezoning with a site-specific text amendment to permit Non-Medical Cannabis Retail

Stores. As part of this process, staff also included in the public notice summary and the opening statement of the public hearing that the Provincial cannabis license is being processed and considered concurrently with the rezoning and that the public hearing will be used to gather the views of residents. As part of the adoption of the amendment Bylaw, a motion that satisfies the Liquor and Cannabis Regulation Branch has been included.

#### COUNCIL REPORT/RESOLUTION HISTORY

Date	Report Topic/Resolution	Resolution No.
June 25, 2019	<b>THAT</b> Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.81, 2019 (Candara, Z 19-10); and  <b>THAT</b> Council direct staff to schedule the bylaw for consideration and adoption following approval by the Ministry of Transportation and Infrastructure.	C256/19
May 14, 2019	Public Hearing held	N/A
April 23, 2019	<b>THAT</b> Council give first and second readings to City of West Kelowna Zoning Amendment Bylaw No. 0154.81, 2019 (Candara, Z 19-10);  <b>THAT</b> Council direct staff to schedule the bylaw for public hearing; and  <b>THAT</b> Council consider the notification and public hearing as consultation for both the rezoning application and the British Columbia Liquor and Cannabis Regulation Branch license.	C171/19

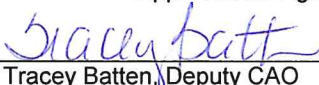
Respectfully submitted,

  
Chris Oliver  
Planner III

  
Brent Magnan  
Planning Manager

  
For: Nancy Henderson  
GM of Development Services

Powerpoint: Yes ☐ No ☒

Approved for Agenda  
 July 3/19  
Tracey Batten, Deputy CAO Date

Attachments:

1. Zoning Amendment Bylaw No. 0154.81, 2019 (Candara, Z19-10)
2. May 14, 2019 Public Hearing Minutes
3. Context Map
4. Subject Property Map

H:\DEVELOPMENT SERVICES\PLANNING\3360 Zoning & Rezoning\20 Applications\2019\Z 19-10 1192 Industrial Rd - Candara\Bylaw\_Rpts\_Minutes\Third Reading\Z 19-10 3rd Reading Council Report.docx



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**CITY OF WEST KELOWNA**

**BYLAW NO. 0154.81**

**A BYLAW TO AMEND "ZONING BYLAW NO. 0154"**

---

WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0154" 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. 0154.81, 2019".

2. Amendments

"Zoning Bylaw No. 0154" is hereby amended as follows:

- 2.1 By adding to Section 11.3 Gasoline Service Station Commercial Zone (C3), Sub-section 11.3.4 (Site Specific Uses, Building and Structures):

On Lot 1 DL 506 ODYD Plan KAP46828 (#3-1192 Industrial Road): one Non-Medical Cannabis Retail Store as indicated on Schedule 'B' of Zoning Amendment Bylaw No. 0154.81.

- 2.2 By depicting the site specific text amendment on "Zoning Bylaw No. 0154 Schedule B" (Zoning Bylaw map) as shown on Schedule 'A' attached to and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME THIS 23<sup>RD</sup> DAY OF APRIL, 2019

PUBLIC HEARING HELD THIS 14<sup>TH</sup> DAY OF MAY, 2019

READ A THIRD TIME THIS 25<sup>TH</sup> DAY OF JUNE, 2019

APPROVED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE THIS 27<sup>TH</sup> DAY OF JUNE, 2019

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_

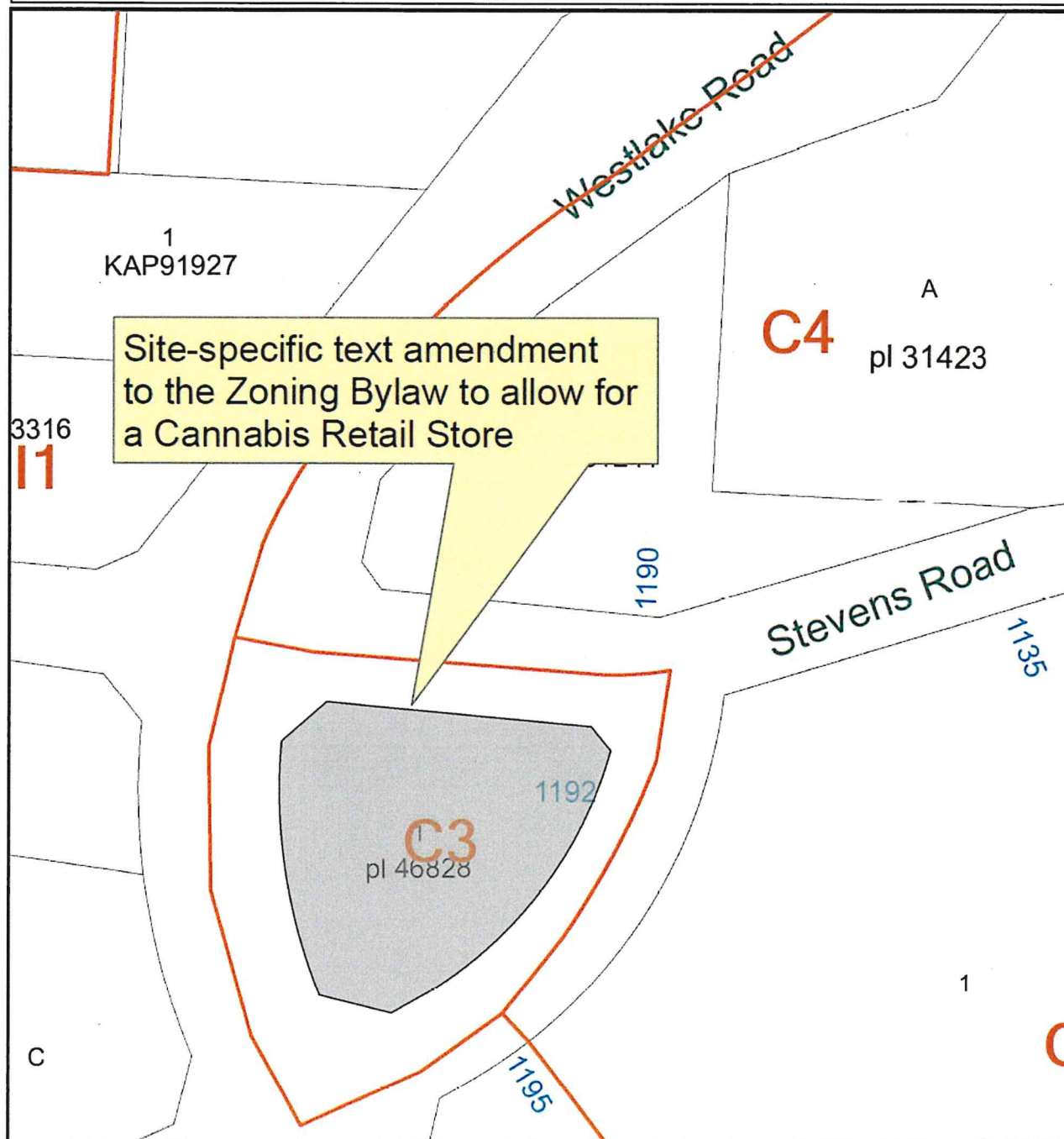
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK



CITY OF  
WEST  
KELOWNA

## SCHEDULE 'A' of BYLAW NO. 0154.81



File: Z 19-10

Legal Description: Lot 1, District Lot 506, ODYD,  
Plan KAP46828

0 15 30 60 Metres

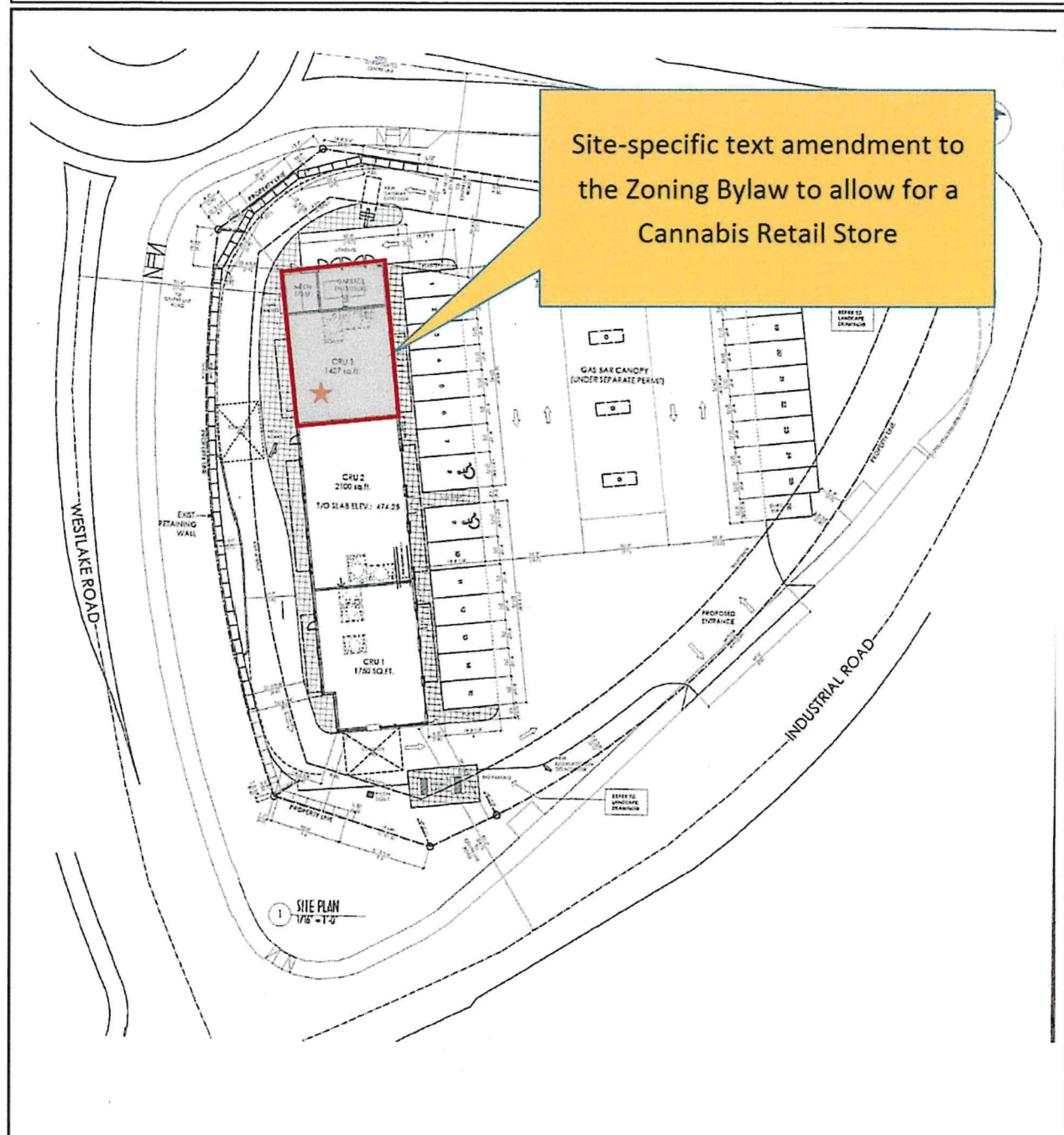
1:1,250

### LEGEND

- Subject Property
- Zoning Boundary
- Parcels



Date: 2019-04-05



File: Z 19-10

Legal Description: Lot 1, District Lot 506, ODYD,  
Plan KAP46828

Address: #103 - 1192 Industrial Road, West Kelowna, BC

Date: 2019-04-08





## PUBLIC HEARING MINUTES

MINUTES OF THE PUBLIC HEARING  
HELD AT THE CITY OF WEST KELOWNA COUNCIL CHAMBERS,  
2760 CAMERON ROAD, WEST KELOWNA, BC  
TUESDAY, MAY 14, 2019

---

**MEMBERS PRESENT:**

Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Jason Friesen  
Councillor Stephen Johnson  
Councillor Carol Zanon  
Councillor Jayson Zilkie

**Staff Present:**

Jim Zaffino, CAO  
Tracey Batten, Deputy CAO  
Nancy Henderson, GM of Development Services  
Brent Magnan, Planning Manager  
Shelley Schnitzler, Legislative Services Manager  
Brandon Mayne, Help Desk Assistant  
Chris Oliver, Planner III

**1. CALL THE PUBLIC HEARING TO ORDER:**

The Public Hearing was called to order at 6:00 p.m.

**2. INTRODUCTION OF LATE ITEMS:**

2.1 Re: Item 4.1, Z 19-06, 14 – 2528 Main Street  
Letter received from Michael Plumptre

2.2 Re: Item 4.5, Z 19-10, 1192 Industrial Road  
Replacement Page 61

**3. ADOPTION OF AGENDA:**

It was moved and seconded that the agenda be adopted as amended. The motion carried unanimously.

**4. PUBLIC HEARING:**

The Mayor explained the process of this public hearing being held pursuant to Division 3, Part 14 of the *Local Government Act* for the purpose of hearing representation from those persons who believe their interests may be affected by the following bylaws:

#### 4.5 Z 19-10, 1192 Industrial Road

The Planner introduced Zoning Amendment Bylaw No. 0154.81, to permit a non-medical cannabis retail store at 1192 Industrial Road, and to provide the public consultation component for the Liquor and Cannabis Regulation Branch licensing process.

The Mayor asked if the owner/agent wished to address Council regarding this application.

##### Natasha Raey on behalf of the Owner

- Has extensive background in healthcare, cannabis/media and real estate;
- Owns a multidisciplinary health centre in Toronto with 6 doctors, a pharmacy, Botox, meditation, etc.;
- Very familiar with medical and recreational cannabis use;
- The company's philosophy is community building, education, environmental consciousness, compassionate prices, social responsibility (will donate a portion of funds to Criminal Justice Reform), and sustainability;
- Focus on making stores easy to navigate and educate consumers;
- Safe and accessible space;
- The building frontage has large front windows which are covered to comply with provincial regulations; will be aesthetically pleasing and will prevent people from looking inside;
- Safety and security – will ensure adequate lighting in parking areas;
- Will post information and signs requesting patrons not disturb neighbours;
- Will be reviewing the outside façade design.

The Mayor asked a first time if there were any members of the public who wished to address Council regarding this file. There were no comments from the public.

The Mayor asked a second time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor asked a third and final time if there were any members of the public who wished to address Council regarding this application. There were no comments from the public.

The Mayor declared the public hearing closed at 7:21 p.m. and Council cannot accept any further information regarding this application.

#### 4.6 Z 19-02, 1449 Green Bay Road

The Planning Manager introduced Zoning Amendment Bylaw No. 0154.82, to amend the W2 Zone to allow 2 docks plus a swim platform (maximum 4 boat slips) to replace 2 existing docks of the same configuration, located at 1449 Green Bay Road.

The Mayor asked if the owner/agent wished to address Council regarding this application.





Subject Property  
(1192 Industrial Road)

Hudson Road Elementary

File: Z 19-10

Legal Description: Lot 1, DL 506, ODYD, Plan KAP46828



Subject Property



City Boundary

0 120 240 480  
Metres







# SUBJECT PROPERTY: Z 19-10



## LEGEND

- Subject Property
- Zoning Boundary
- Parcels



File: Z 19-10

Legal Description: Lot 1, DL 506, ODYD, Plan KAP46828

0 35 70 140 Metres





INFORMATION ONLY COUNCIL REPORT  
Engineering and Public Works  
For the July 9, 2019 Council Meeting

---

DATE: July 4, 2019  
TO: Tracey Batten, Deputy CAO  
FROM: Allen Fillion, GM of Engineering & PW  
RE: Water Supply Update

---

**BACKGROUND:**

Adequate snowpack is a key contributor to ensuring our water storage reservoirs are able to fill in the spring. Full reservoirs in the spring ensures adequate water supply throughout the typically warm and dry summer months and into the fall without drawing our reservoirs down too low and compromising the ability to refill them for the following year. The main risk with our reservoir levels is subsequent drought years and hence the importance of always being able to refill our reservoirs over the winter and spring.

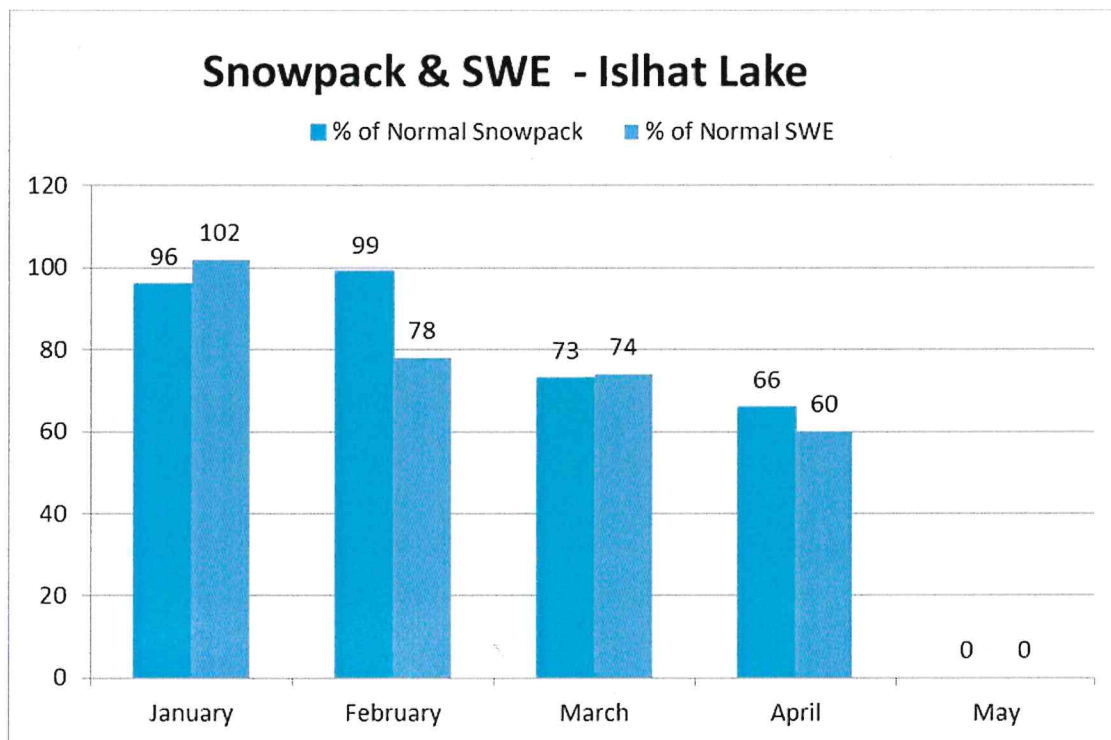
City of West Kelowna staff have been measuring snowpack levels at Islaht (Horseshoe) Lake dating back to 1982. Islaht Lake (elevation 1480 meters) is in the upper portion of the Powers Creek watershed. Staff measure both snowpack and snow water equivalent (SWE) levels on a monthly basis through the winter months. Snow water equivalent is the amount of water contained within the snowpack. It can be thought of as the depth of water that would theoretically result if you melted the entire snowpack instantaneously.

**FIGURE 1 – SNOWPACK AT ISLAHT (HORSESHOE) LAKE**



This past winter saw the majority of snowpack built up in a six-week period in December and January. As such, our snowpack in January was near normal levels. February was a very cold month with some precipitation that kept snowpack levels near normal. March brought mixed weather, generally cooler than normal in the first half and warmer than normal in the second half. March was however a very dry month and as such our snowpack levels dropped to 72% of normal. A significant difference in low to mid elevation and upper elevation snow resulted from the warmer weather in late March. Low to mid elevation snow began to melt early and much of the snow was gone by early May. This trend was two to three weeks ahead of normal timing. Even with weather returning to normal conditions in April, our snowpack had dropped to 65% of normal by months end due to the early melt. May weather started warm and dry and resulted in our snowpack essentially disappearing well ahead of normal. Figure 2 summarizes the data (note that readings are taken towards the end of the month).

**FIGURE 2 – Snowpack & SWE at Islhat Lake**



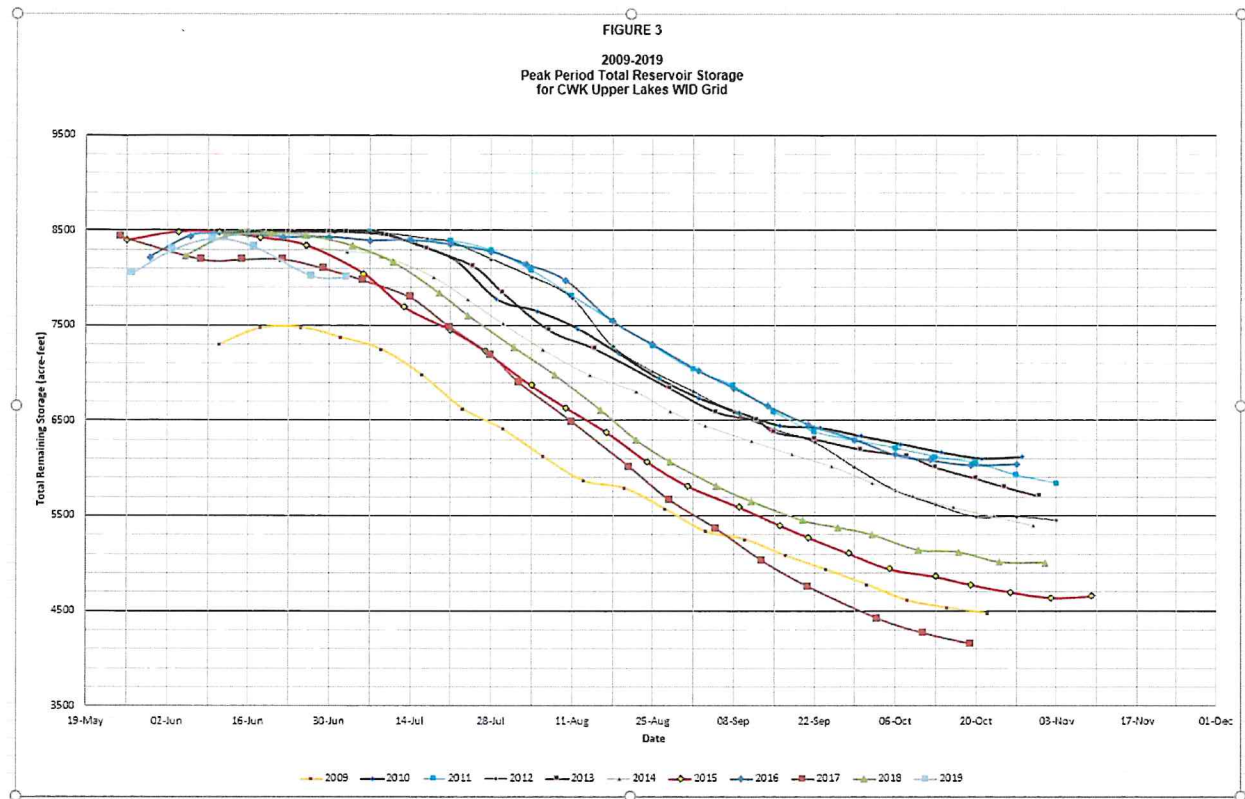
## **WATER SUPPLY UPDATE**

Although the spring weather was favourable in preventing any concerns related to flooding, it did create challenges from a water supply perspective. With spring melt occurring earlier than normal it was operationally challenging to capture all the runoff and completely refill our reservoirs, as many of the sites were still inaccessible as the melt began.

Figure 3 below shows Total Reservoir Storage for the Powers Creek system for the last 11 years. The data shows that the current year remaining storage is relatively low.



**FIGURE 3 – Total Reservoir Storage**



Although we came close to refilling all the reservoirs completely you will note that they also began to draw down earlier than usual. This is again a reflection of the earlier than normal melt. The graph also shows a levelling off in the storage levels over the last week. This is directly attributable to the rainfall over the last week of June. At the time of writing this report further rainfall events have happened since the last reservoir readings and further rainfall is in the forecast over the next five days. This will have a further positive impact on storage levels; however, to what extent will be determined next week (week of July 7<sup>th</sup>) when reservoir levels are again measured.

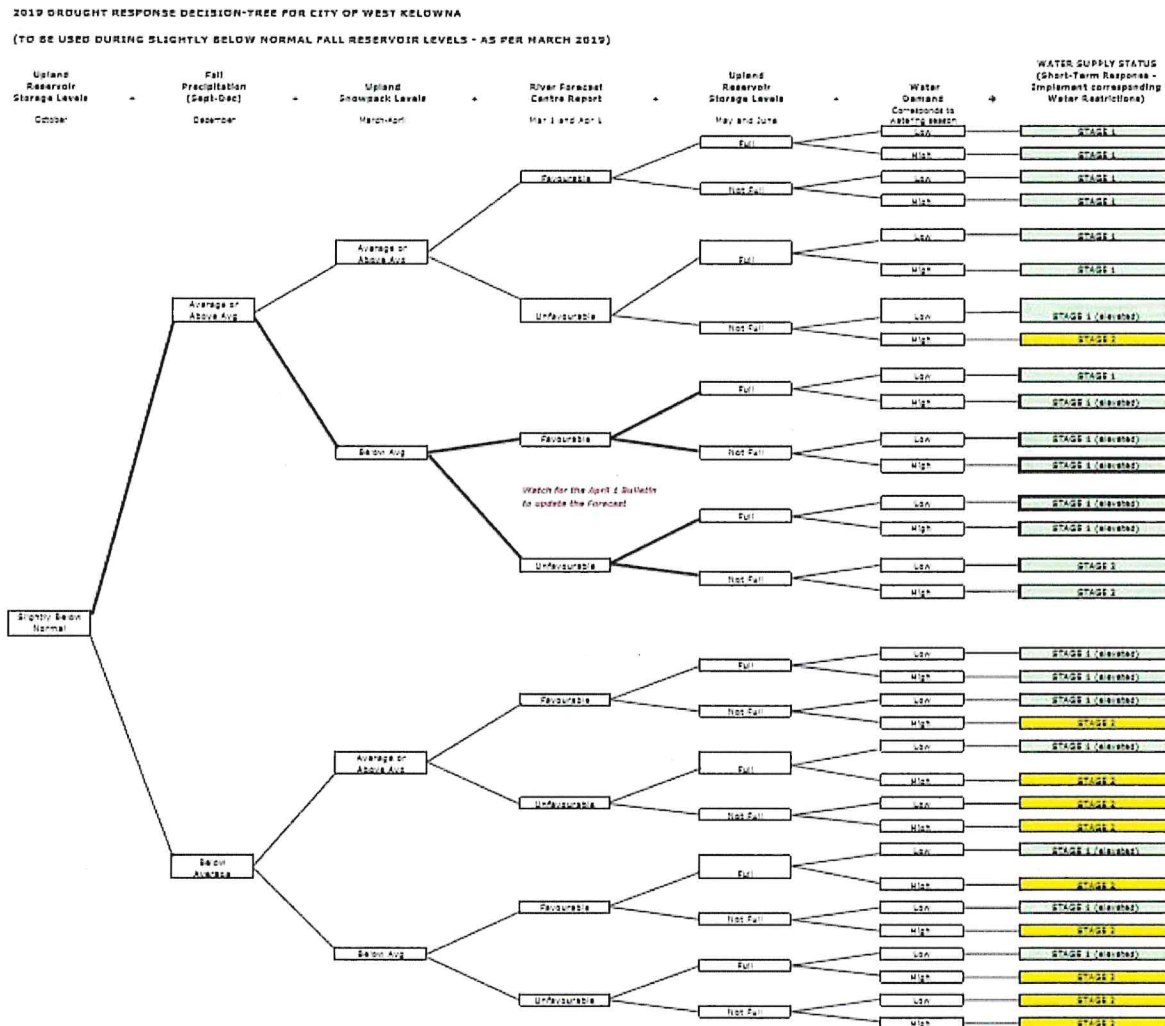
## **DROUGHT PLANNING**

Drought occurs naturally in the Okanagan and hence the Province and the Okanagan Basin Water Board (OBWB) are encouraging communities to conserve water and to have current drought plans in place.

CWK staff have been working with Don Dobson of Dobson Engineering and Jen Clarke of Clarke Geoscience to develop a Drought Plan that will encompass all of the CWK water systems. The plan is being developed in conjunction with the OBWB and Provincial initiatives on drought planning.

A key output of the plan is a drought response decision tree which informs the process for elevated sprinkling regulations. Figure 4 shows an example of the matrix considered earlier this spring.

**FIGURE 4 – Drought Response Decision Tree**



The conditions in April pointed towards either Stage 1 or Stage 2 restrictions dependent upon the outlook for the summer weather. Staff have been monitoring storage levels and re-evaluating our storage requirements on a weekly basis since May. The current storage levels as shown in Figure 3 dictate moving to Stage 2 watering restrictions. Although this will likely still be necessary, we will wait and re-evaluate the impact of the forecasted rain over the next five days before finalizing the decision.



## **MANAGING WATER SUPPLY**

Given the changes in weather patterns and with a focus on planning for the future it is imperative to continually focus on water conservation and education around the importance of water as a resource.

Watering Regulations are one tool available to help manage water demand. The current CWK regulations are as such:

### **General Rules for Stages 1 to 3**

- Hand watering of all landscape plant materials and vegetable plantings, excluding lawns, is permitted, except during Stage 4.
- Sprinkling is never permitted between 11 a.m. and 6 p.m.
- Only one half-inch diameter outside tap may be used at any one time for sprinkling.
- Never use an open, free flowing pipe, outlet or hose for any watering.
- Properties equipped with automated sprinkler systems may only water between midnight and 6 a.m. on the days described below.
- Properties equipped with manually controlled sprinkling systems, including those attached to outside taps, may only water from 6 to 11 a.m. or 6 p.m. to midnight on the days described below.

### **Stage 1**

- Even numbered addresses may only water on even calendar days.
- Odd numbered addresses may only water on odd calendar days.

### **Stage 2**

- Even numbered addresses may only water on Saturdays and Tuesdays.
- Odd numbered addresses may only water on Sundays and Wednesdays.

### **Stage 3**

- Even numbered addresses may only water on Saturdays.
- Odd numbered addresses may only water on Sundays.
- No filling of swimming pools, hot tubs, garden ponds or decorative fountains is permitted.
- No washing of vehicles, boats, bikes - motorized or otherwise, RVs or ATVs is allowed.
- No washing of sidewalks, driveways, patios, or eaves can occur.

### **Stage 4**

- No watering is permitted outdoors for any purpose.

CWK staff released a PSA in early June encouraging residents to use water wisely. This information is also included in the July newsletter. Engineering staff will work with Communications staff to develop a more comprehensive communications plan as necessary over the summer.

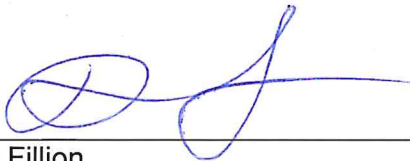
The information provided to residents will focus on delivering the message of the importance of using water wisely. Water conservation offers a number of benefits including:

- Operations and maintenance cost savings by reducing the volume of water treated (further highlighted as we move towards full treatment for all systems);
- Future cost savings through deferral of capital investment as a result of population growth and expansion;
- Environmental benefits: less water could be removed from the environment for human purposes;
- Competing beneficial uses: more water could be available for competing beneficial uses such as agriculture, or recreation;
- Stewardship: utilities that conserve water demonstrate leadership in resource management;

The CWK is a partner in the Okanagan Basin Water Board's Waterwise Initiative. This initiative aims primarily to educate residents of the Okanagan Valley about water issues in our region. This includes promoting water conservation and protecting water quality. There are also tips on how to conserve water in the home, yard and business. The Waterwise website is easily accessed through a link on the CWK website. In addition, the CWK website itself has a number of tips for conserving water inside and outside the house and this information will be highlighted as needed.

CWK staff will also be continuing with leak detection work on the water system using equipment purchased in 2014 with support from a grant from the Okanagan Basin Water Board. Staff are able to proactively audit the system for leaks and make any necessary repairs to the system as they are discovered. Often leaks can go undetected for long periods of time if they are in well drained soils and a proactive approach is critical to minimizing water losses.

Respectfully submitted,



Allen Fillion  
GM of Engineering & PW

Powerpoint: Yes ☒ No

Attachments: Figure 3 – Total Reservoir Storage  
Figure 4 – Drought Response Decision Tree

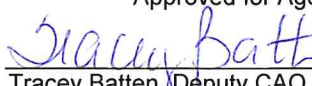
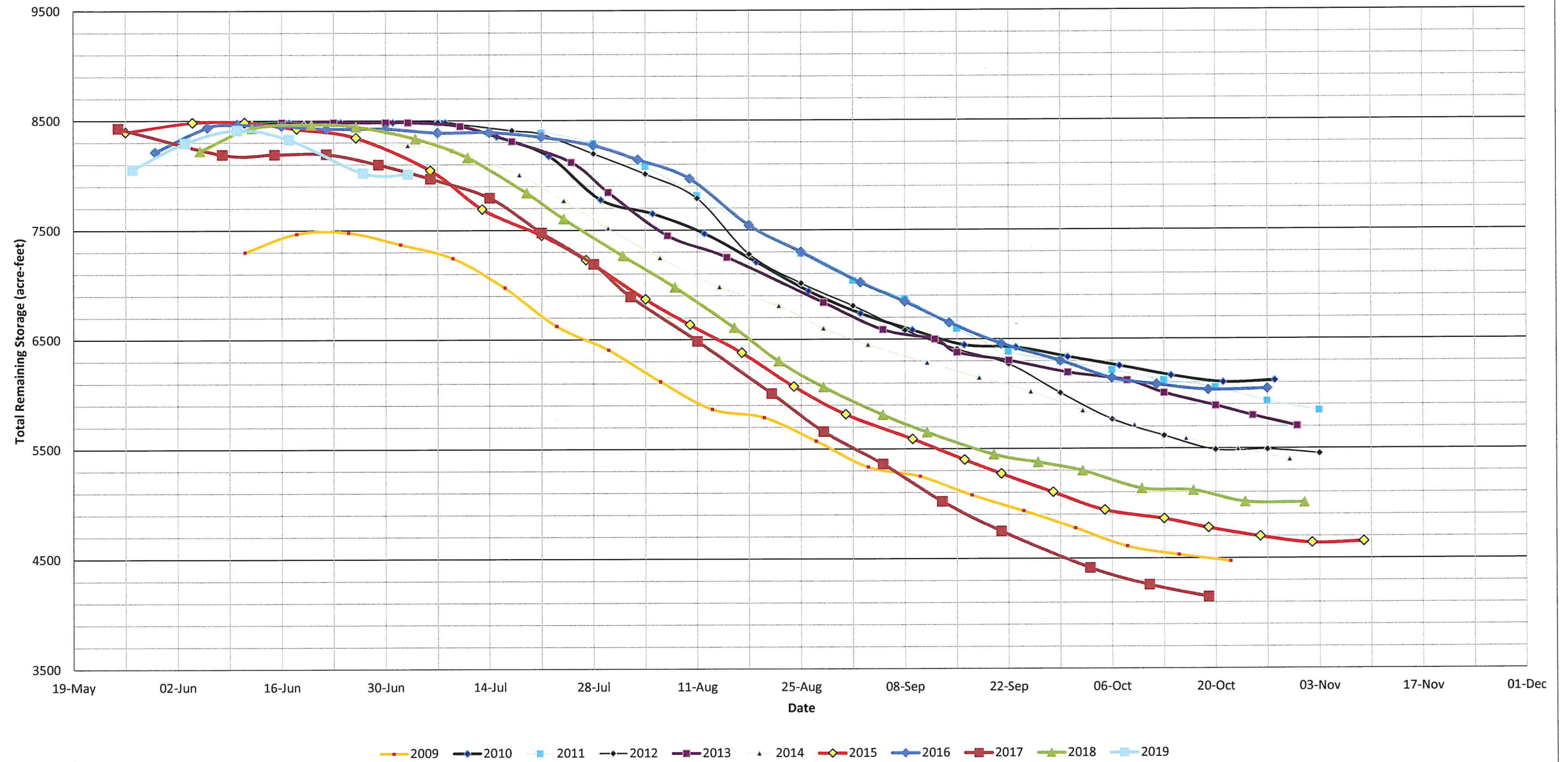
Approved for Agenda	
	July 5/19
Tracey Batten, Deputy CAO	Date



FIGURE 3  
2009-2019  
Peak Period Total Reservoir Storage  
for CWK Upper Lakes WID Grid



(TO BE USED DURING SLIGHTLY BELOW NORMAL FALL RESERVOIR LEVELS - AS PER MARCH 2019)







COUNCIL REPORT  
Engineering and Public Works  
For the July 9<sup>th</sup>, 2019 Council Meeting

---

DATE: July 4<sup>th</sup>, 2019

TO: Tracey Batten, Deputy Chief Administrative Officer

FROM: Justin Larratt, Summer Student – Engineering

RE: Multi-Sport Facility Update - #11, July

---

**BACKGROUND:**

As part of the 2017 Capital Budget, Council identified the Planning and Design of a Multi-Sports Facility in their Strategic Priorities. As identified in that work program, staff completed an exhaustive review of the City's land inventory, trying, unsuccessfully, to find a suitable location for the proposed Multi-Sports Facility. In the fall of 2017, Council purchased the property located at 2139 McDougall Road for park purposes, including the construction of the Multi-Sports Facility.

As part of the 2018 Capital Budget, staff prepared a preliminary budget estimate for the construction of a Multi-Sports Facility at that location. During the budget development, all recommendations relating to soccer field improvements and new development identified in the 2016 Parks Master Plan and 10 Year Capital Budget were reallocated to the construction of this new Multi-Sports Facility.

In April 2018, the City hired Urban Systems Ltd. to complete the preliminary and detailed designs, preparation of tender documents and construction contract administration of the Multi-Sports Facility.

At the May 22, 2018 Regular Meeting of Council, Council requested monthly updates on the progress and status of the Multi-Sport Facility Project.

In September 2018, based off the conceptual design of the facility, a Class D Opinion of Probable Costs for the design and construction was presented to Council. This \$3,618,623 total reflected favourable against the construction estimate of \$3,780,471 that was prepared as part of the 2018 Capital Budget.

In March 2019, Council resolved to fund an additional \$261,871 towards the construction contingency, for a total project contingency of \$462,766.

Further to the last update at the June 25<sup>th</sup> Council Meeting, the City has completed significant works associated with the Multi-Sports Facility site, including;

- Rose Valley Transmission Watermain from McDougall to Westlake Road installed, tie-in expected to take place in the next few weeks; sanitary tie-in to be completed mid-late summer
- Sanitary sewer lift station installation complete
- FortisBC completed natural gas hook up

- Irrigation lines, electrical conduits, and natural gas lines laid under roads/sidewalks completed prior to pours; additional irrigation lines currently being installed
- Landscaping underway: turf grass, hydroseed, shrub beds, tree planting, and granular pedestrian surface; perimeter fencing to be installed next week
- Sidewalk surveys complete, concrete poured, cleaned, and cut
- Artificial Turf/shock pads delivered and installation in progress
- Final grading of site and roadway paving to be completed this week
- Revised electrical drawings submitted to BC Hydro for approval

**Figure 1 – Sanitary Sewer Lift Station Installed (East of washroom)**





**Figure 2 – Electrical mainline trench and conduits installation/backfilling**



**Figure 3 – Irrigation line installations in progress**





**Figure 4 – Concrete for Vehicle Airlock and Main Entrance poured, cleaned, and cut**



**Figure 5 – Concrete forms for washroom pad and sidewalks before concrete pour, Lift Station (left) now buried**





**Figure 6 – Natural Gas line installation**



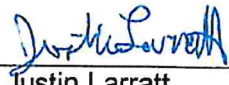
**Figure 7 – Artificial Turf arriving on site**



NEXT STEPS:

1. Reconnection, commissioning and testing of the Rose Valley Transmission Watermain – July 2019
2. Final electrical supply design submitted, awaiting construction schedule with BC Hydro – July 2019
3. Establishment of the Fees and Charges rates and adoption into Fees and Charges Bylaw – Summer 2019
4. Develop and incorporate maintenance and staffing schedules and budgets into Operational Work Plan – Fall 2019
5. Substantial Completion of the Multi-Sports Facility – October 31, 2019
6. Include advertisements for bookings
7. Begin taking bookings

Respectfully submitted,



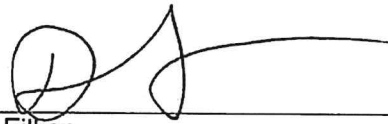
Justin Larratt  
Summer Student - Engineering



Mark Roberts  
Flood Remediation Supervisor



~~for~~ Rob Hillis  
Engineering Manager



Allen Fillion  
General Manager of Engineering and  
Public Works

Approved for Agenda

  
Tracey Batten, D/CAO Date

PowerPoint: X Yes \_\_\_ No

H:\ENGINEERING\6240 Park Projects\20 Specific Projects, by name, location\32 - Soccer Dome\Council\Soccer Dome Project Update #11.doc





COUNCIL REPORT  
Finance, Administrative and Protective Services  
For the July 9, 2019 Council Meeting

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DATE: July 9, 2019 Bylaw No. 151.01  
TO: Tracey Batten, Deputy CAO  
FROM: Shelley Schnitzler  
RE: Good Neighbour Amendment Bylaw No. 151.01

---

**RECOMMENDED MOTION:**

**THAT** "City of West Kelowna Good Neighbour Amendment Bylaw No. 151.01, 2019" be adopted.

**RATIONALE:**

This is a housekeeping amendment to clarify the intent of Section 10.5 of the Good Neighbour Bylaw, which references compliance for removal, disposal and clean up of rubbish or unsightliness of real property.

**BACKGROUND:**

There are two separate processes to obtain compliance for property clean-up that are different in the scope and significance of the matter to be remedied: Orders issued under the Good Neighbour Bylaw will address nuisances such as unsightly accumulations of materials and rubbish, brush, trees, weeds and other growths. Remedial Action Orders, as set out in the *Community Charter*, are issued if Council considers that the matter creates an unsafe condition, or is so dilapidated or unclean that it is offensive to the community,

The Good Neighbourhood Bylaw should not address matters that are provided for in the *Community Charter*, specifically Remedial Action Orders. As such, wording referencing Remedial Action Requirements has been removed from Section 10.5.

Section 10.6 also references process related to a remedial action requirement and as such, has been removed from the bylaw.

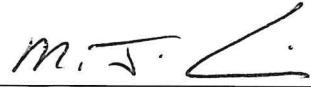
Council at the June 25, 2019 regular Council meeting gave three readings to Bylaw No. 151.01. The Bylaw is now before Council for consideration of adoption.

**ALTERNATE MOTION:**

That Council rescind first, second and third readings of Bylaw No. 0151.01 and abandon the Bylaw.

Respectfully submitted,

  
Shelley Schnitzler  
Legislative Services Manager

  
Mike Cain  
Bylaw Enforcement Supervisor

  
Tracey Batten  
Deputy CAO

Powerpoint: Yes ☐ No ☒

Attachment: Bylaw No. 0151.01

Approved for Agenda	
	
Tracey Batten, Deputy CAO	Date



CITY OF WEST KELOWNA

BYLAW NO. 151.01

A BYLAW TO AMEND THE GOOD NEIGHBOUR BYLAW

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WHEREAS the Council of the City of West Kelowna wishes to amend City of West Kelowna Good Neighbour Bylaw No. 0151;

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 GOOD NEIGHBOUR AMENDMENT BYLAW NO. 151.01, 2019."

2. Amendments

"City of West Kelowna Good Neighbour Bylaw No. 0151, 2018" is hereby amended as follows:

2.1 By deleting Section 10.5 in its entirety and replacing with the following Section 10.5:

10.5. If the owner of real property or other responsible person fails to comply with the Bylaw Enforcement Officer's compliance order within the time period specified in such notice, the City, by its workers or others, may at all reasonable times and in a reasonable manner, enter the real property and bring about such compliance at the cost of the defaulting owner or other responsible person. Such costs shall consist of all costs and expenses incurred by the City to achieve compliance with this Bylaw including, without limitation, administrative costs, costs to attend property by City employees or its contractors and the costs of removal, clean up and disposal.

2.2 By deleting Section 10.6 in its entirety.

READ A FIRST, SECOND AND THIRD TIME THIS 25<sup>TH</sup> DAY OF JUNE, 2019  
ADOPTED

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MAYOR

---

CITY CLERK



COUNCIL REPORT  
Finance, Administrative and Protective Services  
For the July 9, 2019 Council Meeting

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DATE: July 2, 2019 Bylaw No. 0093.44  
TO: Tracey Batten, Deputy CAO  
FROM: Shelley Schnitzler  
RE: Amendment to Bylaw Notice Enforcement Bylaw

---

RECOMMENDED MOTION:

**THAT** "Bylaw Notice Enforcement Amendment Bylaw No. 0093.44, 2019" be adopted.

RATIONALE:

This is a housekeeping amendment to update Section 14 of the Bylaw to reflect current job titles and to add an additional screener position.

BACKGROUND:

Section 14 of the Bylaw Notice Enforcement Bylaw designates the positions of individuals that are appointed as Screening Officers. Those position titles are being updated to reflect actual job titles. Also, an additional position is being added to the class of persons that may be appointed as screening officer – the newly created Bylaw Enforcement Supervisor position. Any of these 4 positions will be able to screen (have a discussion with a disputant on their reasons for disputing a ticket and providing information on the adjudication process) a disputed ticket.


At the June 25, 2019 regular Council meeting, Council gave three readings to Bylaw No. 0093.44. The Bylaw is now before Council for consideration of adoption.

ALTERNATE MOTION:

That Council rescind first, second and third readings of Bylaw No. 93.44 and abandon the Bylaw.

Respectfully submitted,

  
Shelley Schnitzler  
Legislative Services Manager

  
Tracey Batten  
Deputy CAO



Powerpoint: Yes ☐ No ☒

Attachment: Bylaw No. 0093.44

Approved for Agenda	
<i>Tracey Batten</i>	<i>July 3/19</i>
Tracey Batten, Deputy CAO	Date

CITY OF WEST KELOWNA

BYLAW NO. 0093.44

A BYLAW TO AMEND THE BYLAW NOTICE ENFORCEMENT BYLAW

---

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 "Bylaw Notice Enforcement Amendment Bylaw No. 0093.44, 2019."

2. Amendments

"Bylaw Notice Enforcement Bylaw 2010, No. 0093" is hereby amended as follows:

2.1 By deleting Section 14 in its entirety and replacing with the following Section 14:

The Following are designated classes of persons that may be appointed as Screening Officers:

- 1) Corporate Officer
- 2) Legislative Services Manager
- 3) Executive Coordinator
- 4) Bylaw Enforcement Supervisor

READ A FIRST, SECOND AND THIRD TIME THIS 25<sup>TH</sup> DAY OF JUNE, 2019  
ADOPTED THIS

---

MAYOR

---

CITY CLERK





COUNCIL REPORT  
Finance, Administrative and Protective Services  
For the July 9, 2019 Council Meeting

---

DATE: July 3, 2019  
TO: Tracey Batten, Deputy CAO  
FROM: Shelley Schnitzler, Legislative Services Manager  
RE: Appointment of Bylaw Enforcement Supervisor

---

RECOMMENDED MOTION:

**THAT** Council appoint Mike Cain as the Bylaw Enforcement Supervisor for the City of West Kelowna effective July 9, 2019.

RATIONALE:

A Council resolution is required to appoint the new Bylaw Enforcement Supervisor.

BACKGROUND:

Council has approved a new Bylaw Enforcement Supervisor position in the 2019 Financial Plan. A Council resolution is required to appoint Mike Cain to the position of Bylaw Enforcement Supervisor. Mr. Cain had been the City's Senior Bylaw Enforcement Officer since 2008.

FINANCIAL IMPLICATIONS:

This position is included in the 2019 Financial Plan for the City of West Kelowna.

ALTERNATE MOTION:

THAT Council postpone consideration of the appointment of the Bylaw Enforcement Supervisor.

Respectfully Submitted,

  
\_\_\_\_\_  
Shelley Schnitzler  
Legislative Services Manager

Approved for Agenda	
 Tracey Batten	July 4/19 Date

Powerpoint: Yes ☐ No ☒

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Appointment of Bylaw Enforcement Supervisor  
Page 1 of 1



INFORMATION ONLY COUNCIL REPORT  
Finance, Administrative and Protective Services  
For the July 9th, 2019 Council Meeting

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DATE: July 2, 2019  
TO: Tracey Batten, Deputy CAO  
FROM: Mike Ummenhofer, Purchasing Manager  
RE: 2019 Towing Services Contract

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BACKGROUND:

The purpose of the towing services contract is to provide towing services to the West Kelowna RCMP and West Kelowna Bylaw Departments to remove vehicles which are illegally parked, involved in accidents, or need to be moved for other purposes. The RCMP or Bylaw Department contact the approved towing contractor who removes the vehicle(s) and the vehicle owners are billed by the towing contractor, using current ICBC towing and storage rates. The contractor for the contract rights in turn, pays the City.

The City receives quarterly compensation from the towing operator, in the form of post-dated cheques. In addition, the operator provides free local tows for City owned vehicles.

The Towing Services RFP was last issued in 2014 and was awarded to Del Oro Towing as a 3-year contract with the option to extend for two additional 1-year terms. The City exercised the extension terms and a new RFP was issued in May 2019.

The RFP was advertised on BC Bid on May 15, 2019, again as a 3-year agreement, with the option to extend for 2 additional 1-year terms and the RFP closed on June 18<sup>th</sup>, 2019. Two submissions were received: one from AAA Brian's Towing Ltd., the second from the incumbent (Del Oro Towing Ltd.).

The Bylaw Supervisor and Purchasing Manager reviewed the submissions. It was determined that the incumbent, Del Oro towing Ltd. provided the best over-all proposal, scoring higher on all criteria categories: experience, fleet size & quality, ability to provide the service, which included storage lot size, and City compensation.

FINANCIAL IMPLICATIONS:

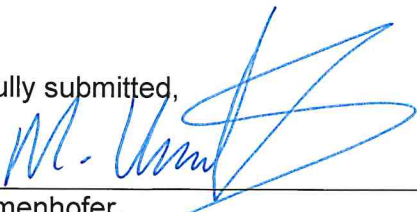
The contract, as mentioned previously is a 3-year agreement, with the option to extend the agreement for two additional 1-year terms, at the sole discretion of the City. The extension terms to be negotiated.

The 3-year compensation offered by the proponents is as follows:

Del Oro	\$316,800
AAA Brian's	\$180,000



Respectfully submitted,

  
Mike Ummenhofer,  
Purchasing Manager

  
Warren Everton  
Chief Financial Officer

Powerpoint: Yes ☐ No ☒

Attachments: None

Approved for Agenda	
	July 31/19
Tracey Batten, Deputy CAO	Date