



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

Tuesday, July 26, 2022  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

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

Staff Present: Paul Gipps, CAO  
Allen Fillion, Director of Engineering / Operations  
Warren Everton, Director of Finance / CFO  
Sandy Webster, Director of Corporate Initiatives  
Jason Brolund, Fire Chief  
Brad Savoury, Director of Legal Services  
Duncan Dixon, Staff Sgt., RCMP  
Rob Pikola, Inspector, RCMP  
Shelley Schnitzler, Legislative Services Manager/Corporate Officer  
Jeremy Frick, Building and Licensing Manager  
Chris Oliver, Planning Supervisor  
Ian Lau, Engineering Asset Management Technologist

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

The meeting was called to order at 6:01 p.m.

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

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

**2. INTRODUCTION OF LATE ITEMS**

**2.1 DVP 22-10, Development Variance Permit, 3285 Vineyard View Drive (Item 8.2.1 under Development Services)**

Letters received from the following:

- Wayne and Janice Shanks
- Cheers B&B

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C204/22

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

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the Special Council Meeting, held Tuesday, July 12, 2022 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C205/22

**THAT** the minutes of the Special Council Meeting held Tuesday, July 12, 2022 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.2 Minutes of the Regular Council Meeting held Tuesday, July 12, 2022 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C206/22

**THAT** the minutes of the Regular Council Meeting held Tuesday , July 12, 2022 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

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

## 5.1 Mayor Milsom

### 5.1.1 Regional District of Central Okanagan Highlights from the July 14, 2022 Regional Board Meeting

## 6. DELEGATIONS

## 7. UNFINISHED BUSINESS

### 7.1 UPDATED APPLICATION – DVP 22-04; Development Variance Permit; 2710 Lakeridge Road

This item was postponed by Council at the July 12, 2022 Council meeting.

*A delegation request was received from Kevin Clarkson, Tanmik Holdings Inc. for Star Capital Inc.*

By consensus, it was agreed that the Delegation, Kevin Clarkson, be permitted to address Council.

Mr. Clarkson presented two options for Council's consideration regarding the requested carriage house deck and noted his preference is proposal 1.

It was moved and seconded

Resolution No. C207/22

**THAT** Council approve the issuance of a Development Variance Permit (DVP 22-04) for 2710 Lakeridge Road to vary the following sections of Zoning Bylaw No. 0154 in accordance with the attached draft permit:

- S.10.4.5(f.3) to increase the height of a carriage house from 1.5 to 2 storeys;
- S.3.26.5 to allow a carriage house roof to be higher than the peak of the principal detached dwelling;
- S.3.26.6 to allow for a carriage house with two storeys to have greater than 75% of the main floor area on the upper storey; and

**THAT** Council permit the construction of a second storey deck on a carriage house in accordance with Proposal 1 outlined in this report (S.3.26.11).

CARRIED; Councillor de Jong opposed

## 8. DIVISION REPORTS

### 8.1 CHIEF ADMINISTRATIVE OFFICER

**8.1.1 Remuneration, Expenses and Benefits for Members of Council  
Bylaw No. 298, Adoption**

It was moved and seconded

Resolution No. C208/22

**THAT** Council resolve to adopt “City of West Kelowna Remuneration, Expenses and Benefits Bylaw No. 298, 2022”.

CARRIED UNANIMOUSLY

**8.1.2 Council Procedure Amendment Bylaw No. 0258.02**

It was moved and seconded

Resolution No. C209/22

**THAT** Council resolve to amend the “City of West Kelowna Council Procedure Bylaw No. 0258” to adjust the timing of the meetings in August and May of each year; and

**THAT** Council give first, second and third reading to the “City of West Kelowna Council Procedure Amendment Bylaw No. 0258.02, 2022”.

CARRIED UNANIMOUSLY

**8.1.3 Bylaw Community Support Officer – Funding for Remainder of  
2022**

It was moved and seconded

Resolution No. C210/22

**THAT** Council resolve to fund the Bylaw Community Support Officer position from September 1, 2022, to December 31, 2022, for approximately \$30,615.

CARRIED UNANIMOUSLY

**8.1.4 2022 Department Statistics – 2nd Quarter**

Information Report from the CAO

**8.2 DEVELOPMENT SERVICES**

**8.2.1 DVP 22-10; Development Variance Permit; 3285 Vineyard View Drive**

It was moved and seconded

Resolution No. C211/22

**THAT** Council deny the issuance of a Development Variance Permit (DVP 22-10) for 3285 Vineyard View Drive to vary Section 3.10.2(b) of the Zoning Bylaw to allow an increase in the height of a fence from 1.22 metres to 1.83 metres.

CARRIED UNANIMOUSLY

The meeting recessed at 7:22 p.m.

The meeting reconvened at 7:32 p.m.

**8.2.2 DVP 22-09; Development Variance Permit; 1423 West Kelowna Road**

It was moved and seconded

Resolution No. C212/22

**THAT** Council authorize the issuance of a Development Variance Permit (DVP 22-09) for 1423 West Kelowna Road to vary Section 10.4.6(g.1) of Zoning Bylaw No. 0154 to reduce the front parcel setback from a private access easement from 6.0m to 4.0m in accordance with the attached permit.

CARRIED UNANIMOUSLY

**8.2.3 CT 22-01; Proposed Telecommunications Facility; 2521 Juliann Road**

It was moved and seconded

Resolution No. C213/22

**THAT** Council support TELUS Communication Inc.'s proposal to construct a wireless telecommunications facility at 2521 Juliann Road, provided that it is constructed substantially in accordance with Telus Communication Inc.'s April 4th, 2022 *Information Package* document

plans submitted to the City of West Kelowna and forming part of this report.

CARRIED UNANIMOUSLY

#### **8.2.4 P 20-07, Zoning Bylaw No. 265, 2022 (Adoption)**

It was moved and seconded

Resolution No. C214/22

**THAT** Council rescind third reading to City of West Kelowna Zoning Bylaw No. 0265, 2022 (P 20-07); and

**THAT** Council re-read City of West Kelowna Zoning Bylaw No. 0265, 2022 (File: P 20-07) a third time as amended; and

**THAT** Council adopt City of West Kelowna Zoning Bylaw No. 0265, 2022 (File: P 20-07).

CARRIED UNANIMOUSLY

### **8.3 ENGINEERING / PUBLIC WORKS / PARKS**

#### **8.3.1 UBCM Strategic Priorities Fund Grant Application**

It was moved and seconded

Resolution No. C215/22

**THAT** Council direct staff to apply to the Strategic Priorities Fund Capacity Building Stream seeking 100 per cent funding for Asset Management Plan Implementation; and,

**THAT** Council adjust the 2022 to 2026 Financial Plan as may be necessary to reflect awarded grant funding; and,

**THAT** Council authorize the Mayor and Chief Administrative Officer to execute the necessary contribution agreement for a successful application.

CARRIED UNANIMOUSLY

**8.4 FIRE RESCUE SERVICES**

**8.4.1 Wildfire Season - Update**

Verbal update from the Fire Chief

**8.5 CORPORATE INITIATIVES**

**8.6 FINANCIAL SERVICES / RECREATION AND CULTURE**

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**

**11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 8:28 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER