



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

Tuesday, September 20, 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 (virtually)  
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  
Brent Magnan, Director of Development Approvals  
Bob Dargatz, Development Manager/Approving Officer  
Corinne Boback, Legislative Services Manager/Corporate Officer

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

The meeting was called to order at 6:03 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 Replacement Pages 12 and 13 of the Agenda Package for Minutes of the Regular Council Meeting held Tuesday, September 6, 2022 (Item 4.2)**

The replacement pages include corrected meeting minutes for item 8.2.3, 3349 Glenrosa Road.

**2.2 Submission for DP 22-07, Development Permit with Variances, 2749 Shannon Lake Road (Item 8.2.3)**

Letter received from the following:

- Karen Michaud

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C255/22

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

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the Special Council Meeting held Tuesday, September 6, 2022 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C256/22

**THAT** the minutes of the Special Council Meeting held Tuesday, September 6, 2022 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.2 Minutes of the Regular Council Meeting held Tuesday, September 6, 2022 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C257/22

**THAT** the minutes of the Regular Council Meeting held Tuesday, September 6, 2022 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

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

The Mayor acknowledged that Friday, September 30th is the National Day for Truth and Reconciliation and encouraged the community to wear orange to honour the thousands of survivors of residential schools and continue to listen, reflect and work towards reconciliation.

The Mayor provided an update on the Rose Valley Water Treatment Plant and invited residents to attend an information session. Information and progress can be viewed online at [ourwk.ca/watermains](http://ourwk.ca/watermains).

### **5.1 Regional District of Central Okanagan Highlights from the 2022 Regional Board Meeting**

## **6. DELEGATIONS**

## **7. UNFINISHED BUSINESS**

## **8. DIVISION REPORTS**

### **8.1 CHIEF ADMINISTRATIVE OFFICER**

#### **8.1.1 Council Appointment of Bylaw Compliance and Enforcement Officer**

It was moved and seconded

Resolution No. C258/22

**THAT** Council appoints Michael Gesi as a Bylaw Compliance and Enforcement Officer for the City of West Kelowna effective September 20, 2022.

CARRIED UNANIMOUSLY

#### **8.1.2 2022 Community Emergency Preparedness Fund Application – RDCO Extreme Heat Risk Mapping, Assessment and Planning Project**

It was moved and seconded

Resolution No. C259/22

**THAT** Council approves the Regional District of Central Okanagan applying for, receiving, and managing the UBCM Community Emergency Preparedness Fund grant funding to complete the Extreme Heat Risk Mapping, Assessment and Planning project on behalf of the City of West Kelowna.

CARRIED UNANIMOUSLY

## **8.2 DEVELOPMENT SERVICES**

### **8.2.1 P 20-07, Zoning Bylaw No. 265 (Consequential Bylaw Amendments Adoption)**

It was moved and seconded

Resolution No. C260/22

**THAT** Council adopt the following bylaws as consequential amendments related to the adoption of City of West Kelowna Zoning Bylaw No. 0265, 2022:

- “City of West Kelowna Building Regulation Amendment Bylaw No. 0086.06, 2022”;
- “City of West Kelowna Business Licensing and Regulations Amendment Bylaw No. 0087.15, 2022”;
- “Bylaw Notice Enforcement Amendment Bylaw No. 0093.50, 2022”;
- “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.47, 2022”; and
- “City of West Kelowna Works and Services Amendment Bylaw No. 0249.02, 2022”.

CARRIED UNANIMOUSLY

### **8.2.2 Development Application Process Review Streamlining – Bill 26 (Adoption)**

It was moved and seconded

Resolution No. C261/22

**THAT** Council adopt the City of West Kelowna Development Applications Procedures Amendment Bylaw No. 0260.01, 2022.

CARRIED UNANIMOUSLY

### **8.2.3 DP 22-07; Development Permit with Variances; 2749 Shannon Lake Road**

It was moved and seconded

Resolution No. C262/22

**THAT** Council authorize the issuance of a phased Development Permit (DP 22-07) for a seventy-two (72) unit townhouse and duplex development at 2749 Shannon Lake Road, subject to the conditions outlined in the attached Development Permit; and

**THAT** Council authorize a variance to the City of West Kelowna Zoning Bylaw No. 0265 in accordance with the attached permit, as follows:

- That the maximum building height (s.10.10.5(f)) be increased from 10.0 metres to 11.5 metres for buildings 1 to 4.
- That the 1.2m siting exemption for balconies (s.3.8.4(a)ii.a)) into the required minimum siting distance from the rear parcel boundary be increased from 35% of the overall length of the building face to 63% for buildings 1 to 4.
- That the additional width required for parking spaces adjacent to structures (s.4.3.7(a)) be reduced for 48 parking spaces located in the garages of buildings 1 to 8, 11 and 12 from 0.3 metres to 0.15 metres; and

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

- Landscaping security for Phase 1 of the landscape plan in the amount of **\$385,711.25**;
- Park improvements security in the amount of **\$328,264.25**; and
- A maintenance agreement for landscaping within the boulevard, including irrigation; and

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

CARRIED; Councillor Zanon opposed

**8.2.4 Z 22-03, Zoning Amendment Bylaw No. 0265.06 (Third Reading as Amended and Adoption), 3654 Old Okanagan Highway**

It was moved and seconded

Resolution No. C263/22

**THAT** Council rescind third reading of Zoning Bylaw No. 0154.116; and

**THAT** Council give third reading as amended to Zoning Bylaw No. 0265.06, 2022; and

**THAT** Council adopt Zoning Bylaw No. 0265.06, 2022.

CARRIED UNANIMOUSLY

**8.2.5 Z 22-07 and DVP 22-08; Zoning Amendment Bylaw No. 0265.07 (Third Reading as amended and Adoption) and Development Variance Permit; 1195 Industrial Road**

It was moved and seconded

Resolution No. C264/22

**THAT** Council rescind third reading of Zoning Bylaw No. 0154.117; and

**THAT** Council give third reading as amended to Zoning Bylaw No. 0265.07, 2022; and

**THAT** Council adopt Zoning Bylaw No. 0265.07, 2022; and

**THAT** Council authorize the issuance of a Development Variance Permit (DVP 22-08) for 1195 Industrial Road to vary S4.4.1(a) of the Zoning Bylaw No. 0265 to reduce the number of required parking spaces for a personal service establishment from 6 spaces to 5 spaces.

CARRIED; Councillor Findlater opposed

**8.3 ENGINEERING / PUBLIC WORKS / PARKS**

**8.4 FIRE RESCUE SERVICES**

**8.5 CORPORATE INITIATIVES**

## **8.6 FINANCIAL SERVICES / RECREATION AND CULTURE**

### **8.6.1 2023 Permissive Tax Exemption Bylaw**

It was moved and seconded

Resolution No. C265/22

**THAT** Council give first, second and third reading to Property Tax Exemption Bylaw No. 0301, 2022; and

**THAT** notice of intention to proceed with Bylaw No. 0301 be published on the 21st and 28th day of September 2022 in the WestK News, circulating in the City of West Kelowna, pursuant to Section 94 of the *Community Charter*.

CARRIED UNANIMOUSLY

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

## **10. NOTICE OF MOTION**

### **10.1 Councillor Zilkie**

*The following was provided as Notice of Motion and is scheduled for Council consideration at the October 4, 2022 regular Council meeting:*

**THAT** Council direct staff under the City of West Kelowna Council Procedure Bylaw No. 0258, schedule a Committee of the Whole Meeting prior to Budget deliberations; and

**THAT** Council allow for community organizations and agencies to appear at the Committee of the Whole Meeting to make presentations, up to five minutes per Grant in Aid application.

### **10.2 Councillor Zilkie**

*The following was provided as Notice of Motion and is scheduled for Council consideration at the October 4, 2022 regular Council meeting:*

**THAT** Council direct staff to provide a compressive update on the status of Short Term Accommodations regulated under the Zoning Bylaw No. 0265; and

**THAT** staff include the number of properties that have been denied by not meeting the Short Term Accommodation regulations of the Zoning Bylaw No. 0265; and

**THAT** staff be directed to bring forward an amendment to the Zoning Bylaw No. 0265 to allow Short Term Accommodations in the Compact Residential (RC1, RC2, RC3 & RC4) Zones and Duplex Residential (R2) Zone.

**11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 7:15 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER