



CITY OF WEST KELOWNA
MINUTES OF THE REGULAR MEETING OF COUNCIL

Tuesday, November 22, 2022
COUNCIL CHAMBERS
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Jason Friesen (virtual)
Councillor Stephen Johnston
Councillor Garrett Millsap
Councillor Carol Zanon

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
Duncan Dixon, Staff Sgt., RCMP
Rob Pikola, Inspector, RCMP
Bob Dargatz, Development Manager/Approving Officer
Erin Goodwin, Facilities and Recreation Manager
Chris Anderson, Public Works Manager
Mike Cain, Bylaw Services Manager
Jeremy Frick, Building and Licensing Manager
Mark Roberts, Parks Manager
Chris Oliver, Planning Supervisor
Rebecca Narinesingh, Corporate Records Coordinator
Christy Staunton, Community Recreation Coordinator

1. CALL THE REGULAR COUNCIL MEETING TO ORDER

The meeting was called to order at 6:56 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

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C293/22

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Inaugural Council Meeting, held Tuesday, November 1, 2022 at the Cove Lakeside Resort

It was moved and seconded

Resolution No. C294/22

THAT the minutes of the Inaugural Council Meeting, held Tuesday, November 1, 2022 at the Cove Lakeside Resort be adopted as amended.

CARRIED UNANIMOUSLY

4.2 Minutes of the Special Council Meeting, held Tuesday, November 1, 2022 at the Cove Lakeside Resort

It was moved and seconded

Resolution No. C295/22

THAT the minutes of the Special Council Meeting, held Tuesday, November 1, 2022 at the Cove Lakeside Resort be adopted.

CARRIED UNANIMOUSLY

4.3 Minutes of the Special Council Meeting, held Monday, November 14, 2022 at Townplace Suites by Marriott

It was moved and seconded

Resolution No. C296/22

THAT the minutes of the Special Council Meeting, held Monday, November 14, 2022 at Townplace Suites by Marriott be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLOR'S REPORTS

5.1 Regional District of Central Okanagan Highlights from the October 13, 2022 Regional Board Meeting

5.2 Regional District of Central Okanagan Highlights from the November 10, 2022 Regional Board Meeting

6. PRESENTATIONS

6.1 Melissa Grassmick, Julia's Junction Inclusive Play Space; Project Update

Melissa Grassmick provided an update on Julia's Junction Inclusive Play Space with project timelines. Mark Roberts, Parks Manager, provided an update on the City of West Kelowna's participation in the project.

6.2 Lauren Wishart, WildSafeBC Central Okanagan; End of the Season Update

Lauren Wishart, WildSafeBC's Okanagan Westside Coordinator, provided an update on this years wildlife activity in the community.

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.1.1 2022 Department Statistics - 3rd Quarter

The CAO provided an update on the 2022 3rd Quarter Department Statistics.

8.1.2 Winter Road Maintenance Update

The Public Works Manager provided an update on Winter Road Maintenance.

8.1.3 City of West Kelowna Holiday Programs and Events 2022

The Facilities and Recreation Manager along with the Community Recreation Coordinator provided an update on December holiday events.

8.1.4 Council Meeting Schedule 2023

It was moved and seconded

Resolution No. C297/22

THAT Council resolve to amend the “City of West Kelowna Council Procedure Bylaw No. 0258, 2018” as follows:

By deleting Section 5.5.2(d) that reads:

“(d) begin at 1:30 p.m. on the second Tuesday of each month; and 6:00 p.m. on the 4th Tuesday of each month;”

and replacing it with:

“(d) begin at 3:30 p.m. on the second Tuesday of each month; and 6:00 p.m. on the fourth Tuesday of each month;”

And by deleting Section 5.5.2 (e) that reads:

“(e) be adjourned before 5:30 p.m. on the second Tuesday of each month; be adjourned before 10:00 p.m. on the fourth Tuesday of each month; be adjourned 4 hours following the start time of a Special Council meeting, unless, by majority vote, the Council members decide to extend the time of the adjournment.”

and replacing it with:

“(e) be adjourned before 7:30 p.m. on the second Tuesday of each month; be adjourned before 10:00 p.m. on the fourth Tuesday of each month; be adjourned 4 hours following the start time of a Special Council meeting, unless, by majority vote, the Council members decide to extend the time of the adjournment.”

AND FURTHER THAT Council gives first, second and third reading to the “CITY OF WEST KELOWNA COUNCIL PROCEDURE AMENDMENT BYLAW NO. 0258.03, 2022.”

AND FURTHER THAT staff bring back the 2024 Council Meeting schedule at the first meeting in November 2023 for review and consideration.

CARRIED; Councillor Zanon opposed

8.1.5 Amendment to the Freedom of Information and Protection of Privacy Bylaw 2009 No. 0037 (First, Second and Third Reading)

It was moved and seconded

Resolution No. C298/22

THAT Council resolve to give first, second and third reading to the Freedom of Information and Protection of Privacy Bylaw 2009 No. 0037.

CARRIED UNANIMOUSLY

8.1.6 2023 Draft Budget Primer and Timelines

The CFO provided an update on the process and timeline of the Draft 2023 Budget.

8.2 DEVELOPMENT SERVICES

8.2.1 Z 22-05; OCP Amendment Bylaw No.100.68 and Zoning Amendment Bylaw No. 0265.01, 2022 (Post Public Hearing); 1045 Bear Creek Rd

It was moved and seconded

Resolution No. C299/22

THAT Council resolve to postpone consideration to further identify conditions for adoption of the amendment bylaws related to site servicing (water and storm water) and potential off-site improvements.

CARRIED UNANIMOUSLY

8.2.2 Z 22-06; Zoning Amendment Bylaw No.154.114, 2022 (Post Public Hearing); Smith Creek, Stage 4

It was moved and seconded

Resolution No. C300/22

THAT Council resolve to postpone consideration of the amendment bylaw to allow for further details regarding the proposed off-site pedestrian and cycling improvements and any other applicable conditions.

CARRIED UNANIMOUSLY

8.2.3 DVP 22-12; Development Variance Permit; 2834 Bentley Road

*The applicant no longer wishes to proceed with this application.

It was moved and seconded

Resolution No. C301/22

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

CARRIED UNANIMOUSLY

8.2.4 P 21-01; Official Community Plan Update Report

The Director of Development Approvals provided an update on the Official Community Plan.

8.2.5 P22-06 Secondary Suite Council Policy Removal

It was moved and seconded

Resolution No. C302/22

THAT Council resolve to give first, second, and third reading to amend the Fees and Charges Bylaw No. 0028.74; and

THAT Council resolve to give first, second, and third reading to amend the Business Licensing and Regulations Bylaw 2010 No. 0087.16.

CARRIED UNANIMOUSLY

8.2.6 Z 22-01; Zoning Amendment Bylaw No. 0265.03, 2022 (Adoption); 3725 Boucherie Rd (Frind Winery)

It was moved and seconded

Resolution No. C303/22

THAT Council resolve to adopt the City of West Kelowna Zoning Amendment Bylaw No. 0265.03, 2022.

CARRIED UNANIMOUSLY

8.3 ENGINEERING / PUBLIC WORKS / PARKS

8.4 FIRE RESCUE SERVICES

8.5 CORPORATE INITIATIVES

8.6 FINANCIAL SERVICES

9. CORRESPONDENCE AND INFORMATION ITEMS

10. NOTICE OF MOTION

11. ADJOURNMENT OF THE REGULAR MEETING

The meeting adjourned at 10:11 p.m.

MAYOR

CAO/DEPUTY CORPORATE OFFICER