



CITY OF WEST KELOWNA
MINUTES OF THE REGULAR MEETING OF COUNCIL

Tuesday, May 9, 2023
COUNCIL CHAMBERS
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Jason Friesen
Councillor Stephen Johnston
Councillor Garrett Millsap

MEMBER ABSENT: 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
Corinne Boback, Legislative Services Manager/Corporate Officer
Bob Dargatz, Development Manager/Approving Officer
Lisa Siavashi, Financial Services Manager/Deputy CFO
Stacey Harding, Fleet Operations and Project Manager
Mike Cain, Bylaw Services Manager
Jeremy Frick, Building and Licensing Manager
Rob Hillis, Engineering Manager
Kassidie Cornell, Communications and Engagement Specialist
Kandice Brzezynski, Senior Business Licensing and Building Official
Yvonne Mitchell, Planner II

1. CALL THE REGULAR COUNCIL MEETING TO ORDER

The meeting was called to order at 1:54 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. C189/23

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Special Council Meeting held Tuesday, April 18, 2023 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C190/23

THAT the minutes of the Special Council meeting held Tuesday, April 18, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.2 Minutes of the Regular Council Meeting held Tuesday, April 18, 2023 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C191/23

THAT the minutes of the Regular Council meeting held Tuesday, April 18, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLOR'S REPORTS

5.1 Regional District of Central Okanagan Highlights from the April 20, 2023 Regional Board Meeting

5.2 Southern Interior Local Government Association 2023 Conference

Councillor Da Silva spoke about her experience at the Southern Interior Local Government Association (SILGA) conference. Councillor Da Silva was elected to the board as a Director-at-Large. SILGA endorsed the Firesmart and Wildfire Mitigation funding resolution to advance to the Union of BC Municipalities Conference in September 2023.

6. DELEGATIONS

6.1 Keith Funk, New Town

Keith Funk, New Town Architecture & Engineering Inc. provided a PowerPoint presentation on the Raymer Comprehensive Development Plan with proposed suggestions and was available for questions and comments from Council.

7. UNFINISHED BUSINESS

7.1 Mayor Milsom

It was moved and seconded

Resolution No. C192/23

THAT Council direct staff to bring forward a report with a recommendation on how to fund the emergency only egress/multi-use path leading from Casa Loma neighbourhood to the Lakeview neighbourhood in the 2023 budget for consideration at the May 9, 2023, meeting of Council.

CARRIED UNANIMOUSLY

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.1.1 Council's 2022 – 2026 Strategic Priorities

It was moved and seconded

Resolution No. C193/23

THAT Council adopt the City of West Kelowna 2022 – 2026 Strategic Priorities.

CARRIED UNANIMOUSLY

8.1.2 Casa Loma Multi-Use Path and Emergency Egress – Update

It was moved and seconded

Resolution No. C194/23

THAT Council direct staff to amend the 2023 Annual Budget to include the Casa Loma Multi-Use Path and Emergency Egress; and

THAT Council direct staff to report back on the timing of the project; and further

THAT the funds for the Casa Loma Multi-Use Path and Emergency Egress be allocated from the Infrastructure Reserve Fund.

CARRIED UNANIMOUSLY

8.2 FINANCIAL SERVICES

8.2.1 2023 Tax Rate Bylaw No. 0305, 2023

It was moved and seconded

Resolution No. C195/23

THAT Council adopt the “City of West Kelowna Tax Rates Bylaw No. 0305, 2023”.

CARRIED UNANIMOUSLY

8.2.2 2023 Transfer Station Parcel Tax Bylaw Adoption

It was moved and seconded

Resolution No. C196/23

THAT Council adopt the “City of West Kelowna Transfer Station Parcel Tax Bylaw No. 0307, 2023”.

CARRIED UNANIMOUSLY

8.2.3 2023 Sterile Insect Release Parcel Tax Bylaw Adoption

It was moved and seconded

Resolution No. C197/23

THAT Council adopt the “City of West Kelowna Sterile Insect Release Parcel Tax Bylaw No. 0306, 2023”.

CARRIED UNANIMOUSLY

8.2.4 2023 RDCO Solid Waste and Recycling Program Parcel Tax Bylaw Adoption

It was moved and seconded

Resolution No. C198/23

THAT Council adopt the “City of West Kelowna RDCO Solid Waste and Recycling Program Parcel Tax Bylaw No. 0308, 2023”.

CARRIED UNANIMOUSLY

8.2.5 2022 Financial Statements - Audited

It was moved and seconded

Resolution No. C199/23

THAT Council accept the 2022 Financial Statements for the City of West Kelowna as attached in “Attachment 1”.

CARRIED UNANIMOUSLY

The meeting recessed at 2:52 p.m.

The meeting reconvened at 3:10 p.m.

8.3 DEVELOPMENT SERVICES

8.3.1 Z 22-09; Zoning Amendment Bylaw No. 0265.02, 2022 (Post Public Hearing); 3349 Glenrosa Road

It was moved and seconded

Resolution No. C200/23

THAT Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0265.02, 2022 (File: Z 22-09) and schedule the bylaw for adoption subject to:

- Registration of a S.219 Covenant to require any new dwelling constructed on the subject property to include a sprinkler system, and that any additional infrastructure required to support the sprinkler system is operated, maintained, and located on private property.

CARRIED UNANIMOUSLY

8.3.2 P22-03; Development Application Process Review Streamlining – Bill 26 Phase 2 (Rescind 3rd Reading and 3rd Reading as Amended)

It was moved and seconded

Resolution No. C201/23

THAT Council rescind third reading of City of West Kelowna Development Applications Procedures Amendment Bylaw No. 0260.02, 2023; and

THAT Council give third reading as amended to City of West Kelowna Development Applications Procedures Amendment Bylaw No. 0260.02, 2023.

CARRIED UNANIMOUSLY

8.3.3 Short Term Accommodation - 1 Year Review

The Director of Development Approvals provided an updated on the Short Term Accommodation program. Council provided feedback and suggestions pertaining to compliance matters, spoke to supporting the Home Owner Grant verification and unanimously directed staff to do further investigation on Short Term Accommodations and report back at a future meeting of Council.

8.3.4 Liquor License Amendment for Niche Winery

It was moved and seconded

Resolution No. C202/23

THAT Council support the proposed Liquor and Cannabis Regulations Branch Lounge Endorsement application (LL 23-01) for Niche Winery, at 1895 Bartley Road, in accordance with the information contained in this report.

CARRIED UNANIMOUSLY

8.3.5 Z 22-06; Zoning Amendment Bylaw No.0265.08, 2022 (Adoption); Smith Creek, Stage 4

It was moved and seconded

Resolution No. C203/23

THAT Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0265.08, 2022.

CARRIED UNANIMOUSLY

8.3.6 Z 21-02; OCP and Zoning Amendment Bylaw No. 0100.64 and 0265.04, 2022 (Rescind Third Reading, Re-read as Amended and Adopt); Smith Creek, Phase 1

It was moved and seconded

Resolution No. C204/23

THAT Council adopt City of West Kelowna Official Community Plan Amendment Bylaw No. 0100.64, 2022 (File: Z 21-02);

THAT Council rescind third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.104, 2022 (File: Z 21-02);

THAT Council give third reading as amended to City of West Kelowna Zoning Amendment Bylaw No. 0265.04, 2022 (File: Z 21-02); and

THAT Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0265.04, 2022 (File: Z 21-02).

CARRIED UNANIMOUSLY

8.4 RECREATION AND CULTURE

8.5 ENGINEERING / PUBLIC WORKS / PARKS

8.5.1 Horizon Drive Pedestrian Improvements Tender Results

The Engineering Manager provided a PowerPoint presentation on the Horizon Drive Pedestrian Improvement Tender Results and was available for questions and comments from Council.

8.5.2 Asset Management Planning Grant Program Application

It was moved and seconded

Resolution No. C205/23

THAT Council direct staff to apply to the 2023 Asset Management Planning Grant Program to support the ongoing advancement of the City of West Kelowna's Asset Management Program;

THAT Council approve a matching City contribution, of up to \$25,000, to be allocated from Future Expenditures per Item C2023-31 in the 2023 to 2027 Financial Plan; and

THAT Council authorize the Mayor and/or Chief Administrative Officer to execute the contribution agreement as required for a successful grant application.

CARRIED UNANIMOUSLY

8.6 CORPORATE INITIATIVES

8.7 FIRE RESCUE SERVICES

9. CORRESPONDENCE AND INFORMATION ITEMS

10. NOTICE OF MOTION

11. ADJOURNMENT OF THE REGULAR MEETING

The meeting adjourned at 4:26 p.m.

MAYOR

LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER