



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

Tuesday, July 11, 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  
Councillor Carol Zanon

Staff Present: Paul Gipps, CAO  
Trevor Seibel, Deputy CAO / Deputy Corporate Officer  
Allen Fillion, Director of Engineering / Operations  
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  
Lisa Siavashi, Financial Services Manager/Deputy CFO  
Chris Oliver, Planning Manager  
Rob Hillis, Engineering Manager  
Mike Cain, Bylaw Services Manager  
Stacey Harding, Fleet Operations and Project Manager  
Erin Goodwin, Facilities and Recreation Manager  
Kevin Bouchier, Recreation and Culture Supervisor  
Holden Blue, Planner II  
Lisa Williams, Bookings Coordinator

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

The meeting was called to order at 1:34 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. C264/23

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

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the Special Council Meeting held Tuesday, June 27, 2023 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C265/23

**THAT** the minutes of the Special Council Meeting held Tuesday, June 27, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.2 Minutes of the Regular Council Meeting held Tuesday, June 27, 2023 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C266/23

**THAT** the minutes of the Regular Council Meeting held Tuesday, June 27, 2023 in the City of West Kelowna Council Chambers be adopted as amended.

CARRIED UNANIMOUSLY

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

**6. PRESENTATIONS**

**6.1 Jenna Dietz, Clinical Operations Director, BC Emergency Health Services**

Jenna Dietz, Clinical Operations Director, BC Emergency Health Services provided a PowerPoint presentation and was available for questions and comments from Council.

Mayor Milsom praised the Westside Celebration Society's board and volunteers for a job well done in hosting the best Westside Daze festivities he seen in years. Additionally, he acknowledged the work that went into offering community events, including the parade, concerts and fireworks.

**6.2 Kim Roger, Senior Project Manager, Colliers Project Leaders**

Kim Roger, Senior Project Manager, Colliers Project Leaders, provided a PowerPoint presentation and was available for questions and comments from Council.

**7. UNFINISHED BUSINESS**

**8. DIVISION REPORTS**

**8.1 CHIEF ADMINISTRATIVE OFFICER**

**8.1.1 Fire Hall #32 Progressive Design Build Strategy**

It was moved and seconded

Resolution No. C267/23

**THAT** Council direct staff to initiate the next steps in advancing the replacement of Fire Hall #32 by supporting a Progressive Design Build strategy for the design and construction of the new relocated Fire Hall #32 at 860 Anders Road; and

**THAT** Council authorize staff to issue a Request for Proposal to secure a qualified project team.

CARRIED UNANIMOUSLY

**8.1.2 Council Appointment of Bylaw Compliance and Enforcement Officers**

It was moved and seconded

Resolution No. C268/23

**THAT** Council appoint Brenndan GIVEN as a Bylaw Compliance and Enforcement Officer for the City of West Kelowna; and

**THAT** Council appoint Angelo STRADIOTTO as a Bylaw Compliance and Enforcement Officer for the City of West Kelowna.

CARRIED UNANIMOUSLY

**8.1.3 Appointment of Deputy Chief Administrative Officer and Deputy Corporate Officer**

It was moved and seconded

Resolution No. C269/23

**THAT** Council appoint Trevor Seibel as the Deputy Chief Administrative Officer as per Section 147 of the *Community Charter*; and

**THAT** Council appoint Trevor Seibel as the Deputy Corporate Officer as per Section 148 of the *Community Charter*.

CARRIED UNANIMOUSLY

**8.1.4 Boucherie Multi Use Pathway Progress Update**

It was moved and seconded

Resolution No. C270/23

**THAT** Council defer a decision until the next meeting of Council on using remaining approved Capital funding to construct:

- The Mission Hill & Boucherie Intersection improvements;
- The Safety Barriers on the Boucherie Road S-curve; and
- Additional Phase 1 safety improvements.

DEFEATED; Mayor Milsom, Councillors Da Silva, Friesen and Zanon opposed

It was moved and seconded

Resolution No. C271/23

**THAT** Council approve using remaining approved Capital funding to construct the Safety Barriers on the Boucherie Road S-curve.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C272/23

**THAT** Staff report back to Council at the next meeting of Council with further information on:

- The Mission Hill & Boucherie Intersection improvements;
- Additional options for safety concerns on Sunnyside to Gregory; and
- Additional Phase 1 safety improvements.

CARRIED UNANIMOUSLY

The meeting recessed at 3:52 p.m.

The meeting reconvened at 4:05 p.m.

#### **8.1.5 WildSafe BC Bear Smart Community Initiative - Update**

The Bylaw Services Manager was available for questions and comments from Council.

Staff will bring forward an additional WildSafe BC Bear Smart Community Initiative update at a future meeting of Council.

### **8.2 FINANCIAL SERVICES**

### **8.3 DEVELOPMENT SERVICES**

#### **8.3.1 P 21-20, Corporate Climate Action Plan Council Workshop**

Peter Robinson, Director of Climate Planning & Research, Community Energy Association provided a PowerPoint presentation about the work done to date and was available for questions and comments from Council.

Ali Ergudenler and Katherine McDougall from Community Energy Association were available virtually for questions and comments from Council.

The CAO and Council commented that the City should continue to work with current resources to assist with achieving emission reduction targets.

### **8.3.2 DP 22-28, Commercial Development Permit, 2961 Gorman Road**

It was moved and seconded

Resolution No. C273/23

**THAT** Council authorize the issuance of the proposed Commercial Development Permit (DP 22-28) to allow for an addition located at 2691 Gorman Road, subject to the conditions outlined in the attached Development Permit;

**THAT** staff issuance of the Development Permit is withheld pending receipt of landscape security in the amount of \$31,640, 125% of the landscape cost estimate; and

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

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C274/23

**THAT** the meeting be extended to 6:00 p.m.

CARRIED UNANIMOUSLY

### **8.3.3 TUP 23-01; Temporary Use Permit; 815 and 819 Douglas Road**

It was moved and seconded

Resolution No. C275/23

**THAT** Council deny the issuance of a Temporary Use Permit (TUP23-01); and

**THAT** Council direct staff to close the file.

CARRIED; Mayor Milsom and Councillors Da Silva and Friesen opposed

#### **8.3.4 DP 20-13; Development Permit with Variances; 2435 Dobbin Road**

It was moved and seconded

Resolution No. C276/23

**THAT** Council authorize the issuance of a Commercial Development Permit (DP 20-13) for a commercial development at 2435 Dobbin Road, subject to the conditions outlined in the attached Development Permit;

**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 minimum distance parking and loading spaces shall be from any side parcel boundary (s.4.3.2(a)) be reduced from 1.5 m to 0.4 m;
- That the width of perimeter landscaping required in a parking area (s.4.11.2(a)) be reduced from 1.5 m to 0.4 m along the side parcel boundaries
- That the number of small car spaces permitted (s.4.7.1(a)) be increased from 30% to 55%; and
- That the number of required loading spaces (s.4.10.1(a)) be reduced from one to zero.

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

- Landscaping security in the amount of \$12,855.94.

**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 UNANIMOUSLY

## **8.4 RECREATION AND CULTURE**

**8.4.1 Fees and Charges Bylaw – Recreation and Culture**

It was moved and seconded

Resolution No. C277/23

**THAT** the meeting be extended to 6:30 p.m.

CARRIED UNANIMOUSLY

Councillor Millsap left the meeting at 5:58 p.m.

It was moved and seconded

Resolution No. C278/23

**THAT** Council give first, second, and third reading to the City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.77, 2023 (Schedule 12, 13, 13B, 14).

CARRIED; Councillor de Jong opposed

**8.5 ENGINEERING / PUBLIC WORKS / PARKS**

**8.6 CORPORATE INITIATIVES**

**8.7 FIRE RESCUE SERVICES**

**8.7.1 District of Peachland – Fire Automatic Aid Agreement**

It was moved and seconded

Resolution No. C279/23

**THAT** Council authorize the Mayor and CAO to execute a renewal of the Automatic Aid Agreement with the District of Peachland for Fire Services at 4713 McKinnon Rd, for a five (5) year term, commencement upon signing.

CARRIED UNANIMOUSLY

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**



**11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 6:06 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER