



CITY OF WEST KELOWNA
MINUTES OF THE REGULAR MEETING OF COUNCIL

Tuesday, December 12, 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
Warren Everton, Director of Finance / CFO
Sandy Webster, Director of Corporate Initiatives
Michelle Reid, Director of Human Resources
Jason Brolund, Fire Chief
Brad Savoury, Director of Legal Services
Brent Magnan, Director of Development Approvals
Corinne Boback, Legislative Services Manager/Corporate Officer
Chris Oliver, Planning Manager
Lisa Siavashi, Financial Services Manager/Deputy CFO
Jeremy Frick, Building and Licensing Manager
Rob Pikola, Inspector, RCMP
Duncan Dixon, Staff Sgt., RCMP
Kandice Brzezynski, Senior Business Licensing and Building Official

1. CALL THE REGULAR COUNCIL MEETING TO ORDER

The meeting was called to order at 1:32 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 Re-Order Item 8.1.3 2023 Year in Review to be Item 8.1.1

2.2 Submissions for Z 23-09, Zoning Amendment Bylaw (First and Second Reading), 2355 Marshall Road (Item 8.3.3)

Correspondence received from:

- Jim Carpenter
- Kathy Lunt
- Owners and Renters of Shady Acres Mobile Park
- Sasha O'Grady
- Two different letters from Jim Carpenter and Kathy Lunt on behalf of Owners and Renters of Shady Acres, Mobile Trailer Park
- Glen McCallum
- Gary Sorensen

2.3 Submissions for Z 23-01, Zoning Amendment Bylaw (First and Second Reading), 1179 Westside Road (Item 8.3.4)

Correspondence received from:

- Lee Falkener
- Mark & Ethan Fruson
- Jim & Lynda Robertson

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C404/23

THAT the agenda be adopted as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Special Council Meeting held Tuesday, November 28, 2023 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C405/23

THAT the minutes of the Special Council meeting held Tuesday, November 28, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.2 Minutes of the Regular Council Meeting held Tuesday, November 28, 2023 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C406/23

THAT the minutes of the Special Council meeting held Tuesday, November 28, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLOR'S REPORTS

B.C.'s Emergency Management and Climate Readiness Ministry is seeking to modernize Emergency Support Services (ESS) to ensure more timely access and better supports for those in need during emergencies, such as wildfires. West Kelowna Council is asking those directly affected during the McDougall Creek Wildfire to ensure they provide their feedback using the online resources that the province is making available. Councillor de Jong tried the provincial website link and the website does not make it easy to provide feedback.

Council wished everyone an enjoyable and safe holiday season and a happy New Year and thanked the community for their participation in meetings and events during 2023. Council thanked firefighters, emergency responders and City staff for their hard work throughout the year, particularly during the McDougall Creek Wildfire and recovery.

Mayor Milsom encouraged the community to participate in the annual Twinkle Tour with winners being announced Dec. 19.

Mayor Milsom congratulated Mike Cain, Bylaw Services Manger on his retirement.

Council recognized and thanked Staff. Sgt. Duncan Dixon, as the officer in charge of the West Kelowna RCMP Detachment for many of the past 15 years, for his

outstanding dedication and integrity in serving our community. Dixon has been assigned to a new role at the Southeast District of E Division where he will help all detachments in the region with emergency management.

5.1 Regional District of Central Okanagan Highlights from the Thursday, November 30, 2023 Regional Board Meeting

6. DELEGATIONS

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.1.3 2023 Year In Review

The Director of Corporate Initiatives provided an update on the 2023 Year in Review and provided a video on the Rose Valley Water Treatment Plant.

8.1.1 Rose Valley Water Treatment Plant Update

The Director of Engineering and Operations provided a verbal update on the Rose Valley Water Treatment Plant and was available for questions and comments from Council.

8.1.2 City Hall Update

The CAO provided a verbal update on the new City Hall and was available for questions and comments from Council.

8.1.4 Mount Boucherie Community Centre Restoration – Project Update

It was moved and seconded

Resolution No. C407/23

THAT Council defer Mount Boucherie Community Centre Restoration - Project Update to the Tuesday, January 23, 2024 Regular Meeting of Council.

CARRIED UNANIMOUSLY

8.1.5 West Kelowna Economic Development Corporation – Next Steps

It was moved and seconded

Resolution No. C408/23

THAT Council approve Option #2 for the process to Incorporate the West Kelowna Economic Development Corporation, as outlined in the report titled “West Kelowna Economic Development Corporation – Next Steps” dated December 12, 2023;

AND THAT Council approve Councillor Tasha Da Silva and Deputy CAO Trevor Seibel as the First Directors of the West Kelowna Economic Development Corporation;

AND FURTHER THAT Council authorize staff to proceed with the incorporation of the West Kelowna Economic Development Corporation.

CARRIED UNANIMOUSLY

8.2 FINANCIAL SERVICES

8.3 DEVELOPMENT SERVICES

8.3.1 23-14 – Short-Term Rental Regulations (related bylaw amendments first and second readings)

It was moved and seconded

Resolution No. C409/23

THAT Council postpone consideration of first and second and third reading to the following bylaw amendments as related to the Short-Term Rental regulations:

- “City of West Kelowna Zoning Amendment Bylaw No. 0265.20, 2023”;
- “City of West Kelowna Business Licensing and Regulations Amendment Bylaw No. 0087.17, 2023”;
- “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.52, 2023”;
- “City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.54, 2023”; and
- “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.79, 2023”.

CARRIED UNANIMOUSLY

**8.3.2 Z 23-08; Zoning Amendment Bylaw No.0265.19 (Third and Adopt);
1018 West Kelowna Road**

It was moved and seconded

Resolution No. C410/23

THAT Council give third reading and adopt City of West Kelowna Zoning Amendment Bylaw No.0265.19.

CARRIED UNANIMOUSLY

**8.3.3 Z 23-09; Zoning Amendment Bylaw (First and Second Reading);
2355 Marshall Road**

It was moved and seconded

Resolution No. C411/23

THAT Council give first and second reading to City of West Kelowna Zoning Amendment Bylaw No. 0265.22, 2023;

AND THAT Council direct staff to schedule a Public Hearing regarding the proposed zoning amendment.

CARRIED UNANIMOUSLY

The meeting recessed at 3:05 p.m.

The meeting reconvened at 3:22 p.m.

**8.3.4 Z 23-01; Zoning Amendment Bylaw (First and Second Reading);
1179 Westside Road**

It was moved and seconded

Resolution No. C412/23

THAT Council give first and second reading to City of West Kelowna Zoning Amendment Bylaw No. 0265.15, 2023.

CARRIED UNANIMOUSLY

8.3.5 P 21-20; Corporate Climate Action Plan – Endorsement

It was moved and seconded

Resolution No. C413/23

THAT Council endorse the City of West Kelowna Corporate Climate Action Plan.

CARRIED UNANIMOUSLY

8.4 RECREATION AND CULTURE

8.5 ENGINEERING / PUBLIC WORKS / PARKS

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 3:36 p.m.

MAYOR

LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER