



CITY OF WEST KELOWNA
MINUTES OF THE REGULAR MEETING OF COUNCIL

Tuesday, January 23, 2024
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
Rob Pikola, Inspector RCMP
Brendan Dolan, Staff Sergeant
Corinne Boback, Legislative Services Manager/Corporate Officer
Bob Dargatz, Development Manager/Approving Officer
Chris Oliver, Planning Manager
Jeremy Frick, Building and Licensing Manager
Erin Goodwin, Facilities and Recreation Manager
Rob Hillis, Engineering Manager
Kandice Brzezynski, Senior Building and Licencing Official

1. CALL THE REGULAR COUNCIL MEETING TO ORDER

The meeting was called to order at 7:01 pm.

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 Submissions for DP 21-36 - Development Permit with Variances (2237 Shannon Lake Road) (Item 8.3.2)

Correspondence received from:

- Jeff and Joanne Patzer
- Johann Krieger
- Brian Knapp

3. ADOPTION OF AGENDA

It was moved and seconded.

Resolution No. C043/24

THAT the agenda be adopted as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Special Council Meeting held Tuesday, December 12 and Wednesday, December 13, 2023 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C044/24

THAT the minutes of the Special Council Meeting held Tuesday, December 12 and Wednesday, December 13, 2023 in the City of West Kelowna Council Chambers be amended.

CARRIED UNANIMOUSLY

4.2 Minutes of the Special Council Meeting held Tuesday, January 9, 2024 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C045/24

THAT the minutes of the Special Council Meeting held Tuesday, January 9, 2024 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.3 Minutes of the Regular Council Meeting held Tuesday, January 9, 2024 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C046/24

THAT the minutes of the Regular Council meeting held Tuesday, January 9, 2024 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLOR'S REPORTS

5.1 Rise and Report - Council Committee Updates

Council appointed Jim Fry, Ethel Lariviere, Katalin Zsufa, Robert Mashohn and Jaret Peterson to the Board of Variance for a term ending October 2026. Council also appointed Marc Schoene to serve on the Agricultural Advisory Committee for the remainder of the current term, ending December 2024. Council thanked all who applied and congratulated the new committee members.

5.2 Recognition for Chief Administrative Officer Paul Gipps

On behalf of Council, municipal staff and residents, Mayor Gord Milsom thanked Paul Gipps for the past 4.5 years of hard work, dedication, and compassion in serving the City of West Kelowna as Chief Administrative Officer (CAO). Mr. Gipps remains the City's CAO until Feb. 9; however, the Jan. 23 West Kelowna Council Regular Meeting was his last prior to becoming CAO for the District of Lake Country.

5.3 Regional District of Central Okanagan Highlights from the Thursday, January 11, 2024 Regional Board Meeting

6. DELEGATIONS

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.1.1 2022 – 2026 Council Strategic Priorities: Annual Review 2024

It was moved and seconded

Resolution No. C047/24

THAT Council direct staff to post and seek public input into the attached updated draft of Council’s *2022 – 2026 Strategic Priorities*, prior to staff finalizing the document for Council’s consideration of adoption, in conjunction with the 5-year Financial Plan and 2024 Budget process, this spring.

CARRIED UNANIMOUSLY

8.1.2 Alternative Approval Process and Form - Fire Hall 32 Replacement Project

It was moved and seconded

Resolution No. C048/24

THAT the elector response form, as attached to the report titled “Alternative Approval Process Form – Fire Hall 32 Replacement Project” dated January 23, 2024 from the Legislative Services Manager/Corporate Officer, be approved;

AND THAT Friday, March 15, 2024 at 4:00pm be set as the deadline for receipt of the elector response forms.

CARRIED UNANIMOUSLY

8.1.3 2023 Department Statistics – 4th Quarter

It was moved and seconded

Resolution No. C049/24

THAT the report titled “2023 Department Statistics – 4th Quarter” dated January 23, 2024 from the Legal Assistant, be received for information.

CARRIED UNANIMOUSLY

8.2 FINANCIAL SERVICES

8.2.1 Amendment to 2023 Financial Plan Bylaw 304

It was moved and seconded

Resolution No. C050/24

THAT 2023 Financial Plan Amendment Bylaw No. 304.01, 2024 be adopted.

CARRIED UNANIMOUSLY

8.3 DEVELOPMENT SERVICES

8.3.1 Z 23-09 – Zoning Bylaw Amendment (2355 Marshall Road)

Resolution No. C051/24

THAT Council postpone consideration of Zoning Bylaw Amendment No. 0265.22, 2023.

THAT Council direct staff to bring back options and or conditions which will further mitigate impacts to residents and owners, and address any additional considerations of Council.

Should Council postpone consideration of the proposed amendment bylaws, further direction to staff on how to proceed is requested.

CARRIED UNANIMOUSLY

8.3.2 DP 21-36 – Development Permit with Variances (2237 Shannon Lake Road)

It was moved and seconded

Resolution No. C052/24

THAT Council authorize the issuance of a Multiple Family and Intensive Residential,

Hillside, and Sensitive Terrestrial Ecosystem Development Permit (DP 21-36) for an apartment development at 2237 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 retaining wall height be increased from 2.5m to 4.0m;

- Maximum building height be increased from 10.0m to a maximum of 3 storeys to 16.69m to a maximum of 4 storeys;
- Minimum front parcel boundary setback be reduced from 4.5m to 0.0m;

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

- Landscape Security in the amount of \$38,176.56;
- Remediation Security in the amount of \$54,798.38; and
- Registration of a no build no disturb covenant on the rear of the subject property;

AND FURTHER 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

8.3.3 P 23-14 – Short Term Rental Regulations (related bylaw amendments first, second, and third readings)

This item was deferred to the February 27th, 2024 Regular Council meeting.

8.4 RECREATION AND CULTURE

8.4.1 Royal LePage Place Score Clock Capital Project

It was moved and seconded

Resolution No. C053/24

THAT Council approve the Capital Project C2024-50 with funds from the Growing Community Fund;

THAT Council grant early approval to the Capital Project C2024-50 to complete the installation of a new video display score clock and media gondola inside Royal LePage Place (RLP);

AND THAT Council approve the closure of Royal LePage Place from May 27 – July 21, 2024 to complete the work.

CARRIED; Councillor Zanon and Johnston opposed

8.5 ENGINEERING / PUBLIC WORKS / PARKS

8.5.1 Shannon Lake Road Active Transportation Corridor – Roundabout Design Update

It was moved and seconded

Resolution No. C054/24

THAT Council direct staff to proceed with Option 1 Roundabout to be included in the Shannon Lake Road Active Transportation Corridor tender package

AND THAT Council direct staff to amend the 2024 Budget to include \$1,200,000 from Road DCCs and \$300,000 from the Growing Community Fund for the construction of the Shannon Lake and Asquith roundabout.

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 9:12 pm

MAYOR

LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER