



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

Tuesday, June 25, 2024  
COUNCIL CHAMBERS  
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Jason Friesen  
Councillor Stephen Johnston  
Councillor Carol Zanon

MEMBERS ABSENT: Councillor Tasha Da Silva  
Councillor Garrett Millsap

Staff Present: Trevor Seibel, Deputy CAO/Deputy Corporate Officer  
Warren Everton, Director of Finance / CFO  
Brent Magnan, Director of Development Approvals  
Corinne Boback, Legislative Services Manager/Corporate Officer  
Lisa Siavashi, Financial Services Manager/Deputy CFO  
Ron Mattiussi, Interim CAO  
Erin Goodwin, Facilities and Recreation Manager  
Kevin Bouchier, Recreation and Culture Supervisor

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

The meeting was called to order at 6:04 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. C186/24

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

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the Special Council Meeting held Tuesday, June 11, 2024 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C187/24

**THAT** the minutes of the Special Council Meeting held Tuesday, June 11, 2024 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.2 Minutes of the Regular Council Meeting held Tuesday, June 11, 2024 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C188/24

**THAT** the minutes of the Regular Council Meeting held Tuesday, June 11, 2024 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

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

Council invited residents and visitors to upcoming summer events, including: Music in the Park starting on Friday, June 28 at Memorial Park; the City Hall/Library Building official opening on Saturday, June 29 at 3731 Old Okanagan Highway; Westside Multiculturalism Day on Saturday, June 29 at Memorial Park, Canada Day festivities on Monday, July 1 at Memorial Park and Westside Daze on July 12, 13 and 14.

Council invited our community to share their thoughts to help inform West Kelowna's Infill Housing Strategy and participate in our survey until July 15.

**5.1 Regional District of Central Okanagan Highlights from the Thursday,  
June 13, 2024 Regional Board Meeting**

**6. DELEGATIONS**

**7. UNFINISHED BUSINESS**

**8. DIVISION REPORTS**

**8.1 CHIEF ADMINISTRATIVE OFFICER**

**8.1.1 2023 Annual Report**

It was moved and seconded

Resolution No. C189/24

**THAT** the 2023 Annual Report be received as presented.

CARRIED UNANIMOUSLY

**8.2 FINANCIAL SERVICES**

**8.2.1 2024-25 Transit Annual Operating Agreement**

It was moved and seconded

Resolution No. C190/24

**THAT** Council approves the City entering into an Annual Operating Agreement (AOA) with British Columbia Transit for the 2024-2025 period, attached to the Report from the Director of Finance/CFO, dated June 25, 2024;

**AND THAT** Council authorize the Mayor and Corporate Officer to execute the 2024-2025 Annual Operating Agreement (AOA).

CARRIED UNANIMOUSLY

**8.2.2 2023 SOFI Report**

It was moved and seconded

Resolution No. C191/24

**THAT** Council approve the 2023 DRAFT Statement of Financial Information report for the City of West Kelowna.

CARRIED UNANIMOUSLY

### **8.3 DEVELOPMENT SERVICES**

#### **8.3.1 Council appointment of Bylaw Officer Glynton Brittain**

It was moved and seconded

Resolution No. C192/24

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

CARRIED UNANIMOUSLY

#### **8.3.2 Council Appointment of Bylaw Compliance and Enforcement Officer Calvin Heighton**

It was moved and seconded

Resolution No. C193/24

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

CARRIED UNANIMOUSLY

### **8.4 RECREATION AND CULTURE**

#### **8.4.1 Update on Summer Community Events**

The Recreation and Culture Supervisor provided a PowerPoint and was available for questions and comments from Council.

#### **8.4.2 Mar Jok Elementary School Joint Use Agreement**

It was moved and seconded

Resolution No. C194/24

**THAT** Council approves the City entering into a Joint Use Agreement with School District No. 23 associated with the Mar Jok Elementary School attached to the Report from the Facilities and Recreation Manager, dated June 25, 2024;

**AND THAT** Council authorize the Mayor and Corporate Officer to execute the Mar Jok Joint Use Agreement.

CARRIED UNANIMOUSLY

**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 6:44 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER