



CITY OF WEST KELOWNA
MINUTES OF THE REGULAR MEETING OF COUNCIL

Tuesday, December 10, 2024
COUNCIL CHAMBERS
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Jason Friesen
Councillor Stephen Johnston
Councillor Garrett Millsap
Councillor Carol Zanon

MEMBER ABSENT: Councillor Rick de Jong

Staff Present: Ron Bowles, CAO
Trevor Seibel, Deputy CAO/Deputy Corporate Officer
Warren Everton, Director of Finance/CFO
Jason Brolund, Fire Chief
Brent Magnan, Director of Development Approvals
Rob Hillis, Acting Director of Engineering and Operations
Bob Dargatz, Development Manager/Approving Officer
Lisa Siavashi, Financial Services Manager/Deputy CFO
Chris Oliver, Planning Manager
Mark Roberts, Parks Manager
Brittany Nichols, Long Range Planning Manager
Carla Eaton, Senior Planner - Long Range

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

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C293/24

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Special Council Meeting held Tuesday, November 26, 2024 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C294/24

THAT the minutes of the Special Council meeting held Tuesday, November 26, 2024 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.2 Minutes of the Regular Council Meeting held Tuesday, November 26, 2024 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C295/24

THAT the minutes of the Regular Council meeting held Tuesday, November 26, 2024 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLOR'S REPORTS

Mayor Milsom noted that the 27th Annual Firefighters food drive is off to a terrific start thanks to the community's overwhelming generosity. Mayor Milsom, on behalf of Council, also thanked City staff and the many volunteers, participants and vendors who hosted another spectacular Light Up on December 6.

5.1 Regional District of Central Okanagan Highlights from the November 28, 2024 Regional Board Meeting

5.3 RDCO Technology and Aerospace Sector Familiarization Tour

Councillor Zanon provided a summary of the RDCO Technology and Aerospace Sector Familiarization Tour and was available for questions from Council.

6. DELEGATIONS

6.1 Keith Funk, New Town Architecture & Engineering Inc.

Keith Funk from New Town Architecture & Engineering Inc provided a presentation to Council regarding the Raymer CDP submission and was available for questions from Council.

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.2 FINANCIAL SERVICES

8.3 DEVELOPMENT SERVICES

8.3.1 CDP 11-01 – Raymer Comprehensive Development Plan – Request for Direction

Chris Oliver, Planning Manager, provided a presentation to Council on the Raymer Comprehensive Development Plan and was available for questions from Council.

It was moved and seconded

Resolution No. C296/24

THAT Council direct staff to continue to work with the applicant to advance the review of the Raymer comprehensive Development Plan;

AND THAT the applicant be provided one (1) year to resubmit their application;

AND FURTHER THAT if the application is not resubmitted within one (1) year, file CDP 11-01 will be closed.

CARRIED; Mayor Milsom opposed

5. MAYOR AND COUNCILLOR'S REPORTS

5.2 Kara Triance - Presentation

Mayor Milsom, on behalf of Council acknowledged the work and service of Superintendent Kara Triance and wished her well with her retirement. Council presented Superintendent Triance with a small gift in recognition of her years of service.

8. DIVISION REPORTS

8.3 DEVELOPMENT SERVICES

8.3.2 Housing Needs Assessment – Interim Update

Brittany Nichols, Long Range Planning Manager, and Erin Lloyd, Colliers Strategy & Consulting, provided a presentation to Council on the Housing Needs Assessment – Interim Update and was available for questions from Council.

It was moved and seconded

Resolution No. C297/24

THAT Council receives, for information, the Interim Housing Needs Report.

CARRIED UNANIMOUSLY

Mayor Milsom queried Council if there was a desire to deal with Item 8.3.5 Z23-09 Zoning Bylaw Amendment (2355 Marshall Road) now.

It was moved and seconded

Resolution No. C298/24

THAT Council address Item 8.3.5. Z23-09 Zoning Bylaw Amendment (2355 Marshall Road) before Item 8.3.3 P22-08 Zoning Bylaw No. 0320.

CARRIED UNANIMOUSLY

8.3.5 Z 23-09, Zoning Bylaw Amendment (2355 Marshall Road)

Chris Oliver, Planning Manager, provided a verbal update on file Z 23-09 and was available for questions from Council.

It was moved and seconded

Resolution No. C299/24

THAT Council adopt City of West Kelowna Zoning Amendment Bylaw No. 0265.22, 2024.

CARRIED UNANIMOUSLY

The meeting recessed at 3:02 p.m.

The meeting reconvened at 3:16 p.m.

8.3.3 P 22-08, Zoning Bylaw No. 0320 (3rd Reading as amended)

Brent Magnan, Director of Development Approvals, provided a presentation to Council on the proposed 3rd reading of Zoning Bylaw No. 0320 and was available for questions from Council.

It was moved and seconded

Resolution No. C300/24

THAT Council direct staff to amend the Density Bonus Rate from the 10% percent of estimated increase in land value with a rate of \$71.00/m² (\$6.60/sf) to a specified rate of 25% of estimated increase in land value with a rate of \$177.50/m² (\$16.50/sf).

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C301/24

THAT Council direct staff to amend the Density Bonus Contributions for Housing, Table 3.17, to remove the exemption for 100% market rental for up to and including 12 storeys.

Apartment Building Type	Bonus Density Rate
Residential only, wood frame, condominium tenures	\$71.00/m ² (\$6.60/sf)
Mixed-use (condominium residential above commercial), up to maximum height (wood frame)	\$71.00/m ² (\$6.60/sf)
Residential only, concrete, condominium tenure	\$71.00/m ² (\$6.60/sf)

Mixed-use, concrete, condominium residential above commercial	\$71.00/m2 (\$6.60/sf)
100% Market rental development (wood frame or concrete), 13 storeys and up to maximum height	\$71.00/m2 (\$6.60/sf)
100% Market rental development (wood frame or concrete), up to and including 12 storeys	Does not apply

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C302/24

THAT Council give third reading, as amended, to “City of West Kelowna Zoning Bylaw No. 0320, 2024”.

CARRIED UNANIMOUSLY

8.3.4 Zoning Bylaw No. 320 (Consequential Amendments 1st, 2nd and 3rd Reading)

It was moved and seconded

Resolution No. C303/24

THAT Council give first, second, and third reading to the “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.82, 2024”;

AND THAT Council give first, second, and third reading to the “City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.56, 2024”;

AND THAT Council give first, second, and third reading to the “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.54, 2024”;

AND THAT Council give first, second, and third reading to the “Development Applications Procedures Amendment Bylaw No. 0260.04, 2024”;

AND THAT Council give first, second, and third reading to the “Affordable and Special Needs Housing Reserve Fund Bylaw No. 0325, 2024”;

AND FURTHER THAT Council direct staff to bring forward policy for Council consideration regarding the management of the new housing reserve fund.

CARRIED UNANIMOUSLY

8.3.6 Z 24-03; OCP & Zoning Bylaw Amendment (First & Second); 2971 Gorman Road

Chris Oliver, Planning Manager, provided a presentation on file Z24-03 (2971 Gorman Road) and was available for questions from Council.

It was moved and seconded

Resolution No. C304/24

THAT Official Community Plan Amendment Bylaw No. 0300.06, 2024 be given first and second reading;

AND THAT Zoning Amendment Bylaw No. 0265.29, 2024 be given first and second reading;

AND FURTHER THAT Official Community Plan Amendment Bylaw No. 0300.06, 2024 and Zoning Amendment Bylaw No. 0265.29, 2024 be forwarded to a Public Hearing.

CARRIED; Councillor Millsap opposed

8.4 RECREATION AND CULTURE

8.5 ENGINEERING / PUBLIC WORKS / PARKS

8.5.1 Green Bay Local Area Service for Safe Boat Navigation

Rob Hillis, Acting Director of Engineering & Operations provided a presentation to Council on Phase 2 of the Green Bay Local Area Service and was available for questions from Council.

It was moved and seconded

Resolution No. C305/24

THAT the report titled “Green Bay Local Area Service for Safe Boat Navigation” dated December 10, 2024 from the Acting Director of Engineering & Operations, be received for information.

CARRIED UNANIMOUSLY

8.6 CORPORATE INITIATIVES

8.7 FIRE RESCUE SERVICES

8.7.1 2025 Community Wildfire Resiliency Plan

Fire Chief Brolund provided a presentation on the 2025 Community Wildfire Resiliency Plan and was available for questions and comments from Council. Kyle Broome, RPF – Partner, Cabin Forestry was also available to answer questions.

It was moved and seconded

Resolution No. C306/24

THAT Council adopt the City of West Kelowna Community Wildfire Resiliency Plan – 2025 as presented by the Fire Chief and attached to this report;

AND THAT Council adopt the updated policy regarding Wildfire Mitigation, Prevention and Forest Fuel Management on Private Land as attached to this report.

CARRIED UNANIMOUSLY

9. CORRESPONDENCE AND INFORMATION ITEMS

10. NOTICE OF MOTION

11. ADJOURNMENT OF THE REGULAR MEETING

The meeting adjourned at 5:04 p.m.

MAYOR

DEPUTY CAO/DEPUTY CORPORATE OFFICER