



CITY OF WEST KELOWNA
REGULAR COUNCIL MINUTES

Tuesday, May 13, 2025
COUNCIL CHAMBERS
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Stephen Johnston
Councillor Garrett Millsap
Councillor Carol Zanon

MEMBER ABSENT: Councillor Jason Friesen

Staff Present: Ron Bowles, Chief Administrative Officer
Mark Panneton, Director of Legislative & Legal Services/Corporate Officer
Rob Hillis, Acting Director of Engineering & Operations
Warren Everton, Director of Finance/Chief Financial Officer
Jason Brolund, Fire Chief
Brent Magnan, Director of Community Development
Bob Dargatz, Development Manager/Approving Officer
Lisa Siavashi, Financial Services Manager/Deputy Chief Financial Officer
Chris Oliver, Planning Manager
Rebecca Narinesingh, Deputy Corporate Officer
Kandice Brzezynski, Building & Licensing Supervisor

1. CALL TO ORDER

The meeting was called to order at 1:48 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 Replacement Attachment 1 - 2024 DRAFT Financial Statements for 2024 City of West Kelowna Financial Statements - Audited (Item 9.3.1)

2.2 Additional Submissions for LL 25-03 - Lounge and Special Events Area Endorsement - Terrabella Wineries - Truck 59 (3887 Brown Rd) (Item 9.4.1)

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C105/25

THAT the May 13, 2025 regular Council agenda be amended by:

- replacing attachment 1 - 2024 DRAFT Financial Statements for 2024 City of West Kelowna Financial Statements - Audited for item 9.3.1; and
- adding the additional submissions for LL 25-03 - Lounge and Special Events Area Endorsement - Terabella Wineries - Truck 59 (3887 Brown Rd) to item 9.4.1;

AND THAT the May 13, 2025 regular Council agenda be adopted as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 April 22, 2025 Special and Regular Council Minutes

It was moved and seconded

Resolution No. C106/25

THAT the April 22, 2025 special and regular Council minutes be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLORS' REPORTS

Mayor Milsom thanked the Minister of Jobs, Economic Development and Innovation for meeting with local business leaders to discuss current issues and for her commitment to continue to find solutions to supply chain and labour challenges,

regulations that cause inefficiencies and red tape, and tariffs and interprovincial trade barriers.

Mayor Milsom participated in the Walk for Mental Health Day on May 8 at Mount Boucherie Secondary School and thanked Grade 12 student Delaney Neukomm for organizing the event, which raises funds for mental health services for young people.

Mayor Milsom participated, on behalf of Council, in the Okanagan Nation Alliance's annual ceremonial release of salmon fry at Rotary Beach Park in Kelowna on May 7. The Okanagan Nation will release more than 5.3 million salmon this year, including 50,000 at Powers Creek, to restore salmon populations throughout Syilx traditional territory.

Mayor Milsom informed that May 11 to 17 is Local Government Awareness Week. The 2025 focus is the delivery of sustainable infrastructure. Our community's Youth Ambassadors will visit City Hall to learn about the important role that the City of West Kelowna plays and the challenges, such as extreme weather, rapid growth and inflation, in providing key infrastructure.

5.1 Southern Interior Local Government Association (SILGA) Conference Update

Councillor Zanon provided an update regarding the Southern Interior Local Government Association (SILGA) Conference.

6. PRESENTATIONS

No items.

7. DELEGATIONS

No items.

8. UNFINISHED BUSINESS

8.1 Notice of Motion regarding Water Meters - Councillors Johnston & Millsap

It was moved and seconded

Resolution No. C107/25

WHEREAS the cost of installing pit meters has negatively impacted the cost of building a single family home;

AND WHEREAS Council is committed to finding ways to improve housing affordability;

THEREFORE BE IT RESOLVED THAT Council remove the requirement for the installation of Pit Meters for Single Family Homes and Duplexes;

AND THAT Council direct staff to return to the previous arrangement that allowed for the installation of water meters within Single Family Homes and Duplexes;

AND FURTHER THAT Council direct staff to add this item to the Community Development workplan as a future action item without impacting current priorities.

It was moved and seconded

Resolution No. C108/25

THAT Item 8.1 be deferred to allow Councillors Johnston and Millsap the opportunity to work with staff to refine and clarify the motion.

CARRIED UNANIMOUSLY

9. DIVISION REPORTS

9.1 CORPORATE SERVICES

No items.

9.2 LEGISLATIVE & LEGAL

9.2.1 Consideration of a Special Council Meeting on June 9, 2025

It was moved and seconded

Resolution No. C109/25

THAT pursuant to Section 5.1 of "City of West Kelowna Council Procedure Bylaw No. 0258, 2018", Council hold a special Council meeting on June 9, 2025 at 3:00 p.m. at 829 Douglas Road (Mt. Boucherie Estate Winery);

AND THAT Council direct the Corporate Officer to give notice of the special Council meeting by posting the notice of meeting on the Public Notice Posting Place.

CARRIED UNANIMOUSLY

9.3 FINANCE

9.3.1 2024 City of West Kelowna Financial Statements - Audited

It was moved and seconded

Resolution No. C110/25

THAT Council accept the 2024 Financial Statements for the City of West Kelowna as attached in “Schedule 1” of the report dated May 13, 2025.

CARRIED UNANIMOUSLY

Mayor Milsom declared a recess at 2:55 p.m.

The meeting reconvened at 3:10 p.m. with the following Council members present: Mayor Milsom, Councillor Da Silva, Councillor de Jong, Councillor Johnston, Councillor Millsap and Councillor Zanon.

9.4 COMMUNITY DEVELOPMENT

9.4.1 LL 25-03 - Lounge and Special Events Area Endorsement - Terrabella Wineries - Truck 59 (3887 Brown Rd)

Pursuant to Section 100 of the *Community Charter*, Councillor Millsap declared a conflict of interest regarding item 9.4.1 as he has an existing business relationship with Terrabella Wineries.

Councillor Millsap left the meeting at 3:10 p.m.

It was moved and seconded

Resolution No. C111/25

THAT Council provide a recommendation of support to the Liquor and Cannabis Regulation Branch for the proposed Lounge Area Endorsement application (LL 25-03) for Terrabella Wineries - Truck 59 (3887 Brown) in accordance with the information contained in this report.

CARRIED UNANIMOUSLY; Councillor Millsap absent at the vote

It was moved and seconded

Resolution No. C112/25

THAT Council provide a recommendation of support to the Liquor and Cannabis Regulation Branch for the proposed Special Events Area Endorsement application (LL 25-03) for Terrabella Wineries - Truck 59

(3887 Brown) in accordance with the information contained in this report.

DEFEATED; Councillors Zanon, de Jong and Da Silva voted in the negative. Councillor Millsap absent at the vote.

Councillor Millsap returned to the meeting at 3:55 p.m.

9.4.2 Presentation of the City of West Kelowna's Accessibility Plan

Councillor de Jong left the meeting at 3:56 p.m. and returned to the meeting at 3:58 p.m.

It was moved and seconded

Resolution No. C113/25

THAT Council approve the City's Accessibility Plan as presented.

CARRIED UNANIMOUSLY

9.4.3 Old Okanagan Highway and Butt Road Improvements Contract Award

It was moved and seconded

Resolution No. C114/25

THAT Council authorize staff to proceed with the award of the Old Okanagan and Butt Road Intersection Improvements construction contract to BC General Contracting Inc.;

AND THAT funding for the Old Okanagan and Butt Road intersection improvements be approved as outlined in the report dated May 13, 2025 regarding "Old Okanagan Highway and Butt Road Improvements Contract Award".

CARRIED UNANIMOUSLY

9.5 OPERATIONS

9.5.1 Operations Centre – Quarterly Project Status Update

It was moved and seconded

Resolution No. C115/25

THAT the report titled "Operations Centre - Quarterly Project Status Update" from the Acting Director of Engineering & Operations, dated May 13, 2025, be received for information.

CARRIED UNANIMOUSLY

9.6 FIRE RESCUE

No items.

10. CORRESPONDENCE AND INFORMATION ITEMS

No items.

11. NOTICE OF MOTION

No items.

12. ADJOURNMENT

The meeting adjourned at 4:37 p.m.

MAYOR

DIRECTOR OF LEGISLATIVE & LEGAL SERVICES/
CORPORATE OFFICER