



CITY OF WEST KELOWNA
REGULAR COUNCIL MINUTES

Tuesday, June 24, 2025
COUNCIL CHAMBERS
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Rick de Jong
Councillor Stephen Johnston
Councillor Garrett Millsap

MEMBERS ABSENT: Councillor Tasha Da Silva
Councillor Jason Friesen
Councillor Carol Zanon

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/General Manager of Protective Services
Brent Magnan, General Manager of Community Development
Karla Campbell, General Manager of Corporate Services
Lisa Siavashi, Financial Services Manager/Deputy Chief Financial Officer
Chris Oliver, Planning Manager
Polly Palmer, Legislative Services Manager/Deputy Corporate Officer
William Scott, Bylaw Manager
Kandice Brzezynski, Building & Licensing Supervisor
Melissa Hunt-Anderson, Community & Social Development Coordinator

1. CALL TO ORDER

The meeting was called to order at 6:07 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 Page 50 for Strata Conversion - 2742 Riffington Place (PRSTR 2025-0231) (item 9.2)

2.2 Replacement Pages 58-131 for the 2024 Annual Report (item 9.4)

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C147/25

THAT the June 24, 2025 regular Council agenda be adopted as amended by:

- for item 9.2, replacing the applicant rationale for Strata Conversion - 2742 Riffington Place (PRSTR 2025-0231); and
- for item 9.4, replacing the 2024 Annual Report with an updated 2024 Annual Report;

AND THAT the June 24, 2025 regular Council agenda be adopted as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 June 9, 2025 Special Council Minutes

It was moved and seconded

Resolution No. C148/25

THAT the June 9, 2025 special Council minutes be adopted.

CARRIED UNANIMOUSLY

4.2 June 10, 2025 Special and Regular Council Minutes

It was moved and seconded

Resolution No. C149/25

THAT the June 10, 2025 special and regular Council minutes be adopted.

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLORS' REPORTS

Mayor Milsom informed that:

- Council expressed deepest sympathies to family, friends, colleagues and acquaintances of Rusty Ensign, who served as a West Kelowna City Councillor from 2014 to 2018. Since July 2023, Mr. Ensign has also chaired the City's Accessibility and Inclusion Committee. Rusty has also previously served as a trustee of the former Lakeview Irrigation District, founding director of the Shannon Lake Neighbourhood Association, member of the Mt. Boucherie Expansion Society, past president of the Westbank and District Chamber of Commerce (now Greater Westside Board of Trade), fundraising director for the Westside Ringette Association, founding director of the Westside Minor Fastball Association, organizer of the annual Ensign Cup Benefit Rugby Game, and as a leader in the Kinsmen Club of Westbank, which helped build sports fields that continue to benefit our community today.
- Council invites the public to join West Kelowna events happening at Annette Beaudreau Amphitheatre in Memorial Park at 3737 Old Okanagan Highway including:
 - Music in the Park;
 - Multiculturalism Day;
 - Canada Day; and
 - Westside Daze.

5.1 Regional District of Central Okanagan - Highlights from the June 19, 2025 Regional Board Meeting

6. PRESENTATIONS

No items.

7. DELEGATIONS

No items.

8. UNFINISHED BUSINESS

No items.

9. DIVISION REPORTS

9.1 Z 25-01 - Zoning Bylaw Amendment (First to Third Reading) 3885 Woodell Road

Staff provided a presentation and responded to Council's questions.

It was moved and seconded

Resolution No. C150/25

THAT Council give first, second and third reading for Zoning Amendment Bylaw No. 320.02;

AND THAT Council direct staff to schedule Zoning Bylaw Amendment No. 0320.02, 2025 for adoption following approval of the bylaw by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

9.2 Strata Conversion – 2742 Riffington Place (PRSTR 2025-0231)

Staff provided a presentation and responded to Council's questions. Brad Bredin (applicant) spoke relative to the staff recommendation to deny the application.

It was moved and seconded

Resolution No. C151/25

THAT Council approve the conversion of a freehold four-unit townhouse, located at 2742 Riffington Place, into four strata titled units subject to the required items outlined in the June 6, 2025 Building Inspection Report.

CARRIED; Councillor de Jong voted in the negative.

9.3 Municipal Security Issuing Resolution for Rose Valley Water Treatment Plant Fall Borrowing

It was moved and seconded

Resolution No. C152/25

THAT Council approves borrowing from the Municipal Finance Authority of British Columbia (MFA), as part of their 2025 Fall Borrowing Session, \$21,597,000 as authorized through the City of West Kelowna Loan Authorization Bylaw No. 281, 2020;

AND THAT Regional District Central Okanagan (RDCO) be requested to consent to the City borrowing \$21,597,000 over a 25-year term and include the borrowing in their next security issuing bylaw;

AND FURTHER THAT Council approves applying the \$21,597,000 proceeds obtained through the RDCO's Security Issuing Bylaw along with \$1,903,000

in commuted value payments received from the Rose Valley Water Treatment Plant service users to offset the \$23,500,000 in MFA funds already received by the City through the City of West Kelowna Temporary Borrowing Bylaw No. 0289, 2021.

CARRIED UNANIMOUSLY

9.4 2024 Annual Report

Staff provided a presentation, noted written submission received in response to the public notice, and responded to Council's questions. Mayor Milsom queried whether there were any members of the public who wished to comment on the Annual Report, and there was no response.

It was moved and seconded

Resolution No. C153/25

THAT Council receives the 2024 Annual Report as presented.

CARRIED UNANIMOUSLY

9.5 2024 SOFI Report

It was moved and seconded

Resolution No. C154/25

THAT Council approve the 2024 DRAFT Statement of Financial Information report for the City of West Kelowna.

CARRIED UNANIMOUSLY

9.6 2024 Westside Unique Identifier Count (UIC) Report

Jen Kanters (Consultant, Henluck Consulting Ltd.) provided a presentation and responded to Council's questions.

It was moved and seconded

Resolution No. C155/25

THAT Council receive the "2024 Westside Unique Identifier Count (UIC) Report" from Henluck Consulting, dated June 24, 2025, for information.

CARRIED UNANIMOUSLY

9.7 Roadmap to Bear Smart

It was moved and seconded

Resolution No. C156/25

THAT staff be directed to proceed with next steps in the Bear Smart Community Program, including the submission of a funding request for the Human-Bear Conflict Management Plan as part of the 2026 budget process.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE AND INFORMATION ITEMS

No items.

11. NOTICE OF MOTION

No items.

12. ADJOURNMENT

The meeting adjourned at 8:01 p.m.

MAYOR

DIRECTOR OF LEGISLATIVE & LEGAL SERVICES/
CORPORATE OFFICER