



**City of West Kelowna**

3731 Old Okanagan Highway, West Kelowna, British Columbia V4T 0G7

Tel.: 778-797-1000 Fax: 778-797-1001

August 1, 2025

NAME  
MAILING STREET  
MAILING CITY PROV POSTAL

Re: **Official notice of 2026 Parcel Tax for Rose Valley Water Treatment Plant**

Dear Rose Valley Water Customer:

We are writing to provide you with official advance notice of the process for transferring your parcel's share of the Rose Valley Water Treatment Plant project from your quarterly utility bills to an annual parcel tax, starting in 2026. Please note, this is not a new charge; it is a transfer from your utility bill to a parcel tax, as planned and as shared this past spring and summer. Providing notice of parcel taxes is a standard required practice and no action is required of homeowners unless they have questions or want to prepay according to the additional information below.

**Property description**

The City of West Kelowna is required under provincial legislation to serve notice that the property described has been assessed for the Rose Valley Water Treatment Plant Parcel Tax.

Roll No  
Civic Address  
Legal Description

**Parcel tax description**

The amount that will be added as a parcel tax on your May 2026 Property Tax Notice is described below. PLEASE **DO NOT PAY THIS AMOUNT** AS THE PARCEL TAX WILL BE ADDED TO YOUR 2026 PROPERTY TAX NOTICE AND MAILED IN MAY 2026.

Parcel Tax Description	Effective Dates	Annual Parcel Tax Rate
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**Parcel Tax Review Panel and process**

The City of West Kelowna's Parcel Tax Roll of all properties subject to this parcel tax in 2026 is available for inspection at City Hall, 3731 Old Okanagan Hwy, from 8:30 to 4:30, Monday through Friday (except statutory holidays). As an owner of property included on the Parcel Tax Roll, you may request a qualifying amendment to the roll by applying in writing to the City before 4:30 p.m. on Wednesday, August 20, 2025. A request for an amendment may only be on one or more of the following grounds:

- (a) There is an error or omission respecting a name or address on the parcel tax roll;



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- (b) There is an error or omission respecting the inclusion of a parcel;
- (c) There is an error or omission respecting the charge levied;
- (d) An exemption has been improperly allowed or disallowed.

The Parcel Tax Review panel, consisting of three members of Council, will convene at 5:30 p.m. on Tuesday, August 26, 2025, at City Hall, 3731 Old Okanagan Hwy to hear any complaints, make qualifying corrections and authenticate the roll. All property owners who file a written complaint to the panel will be notified in writing of the panel's decision.

If you have questions regarding the Parcel Tax Roll or the review panel process, please contact us at [taxes@westkelownacity.ca](mailto:taxes@westkelownacity.ca) or phone 778-797-8860.

**Additional information**

If you choose to prepay your parcel's portion of the Rose Valley Water Treatment Plant – \$2,750 – rather than have it transferred to the parcel tax, starting in 2026, we have opened a second prepayment window. Prepayment is optional – please do whatever works best for your household and personal situation.

We will accept prepayment in full between September 17 and 30, 2025:

1. Please ensure full prepayment is received at our office BEFORE 4:30 p.m. September 30, 2025.
2. No prepayments, in whole or in part, will be accepted after this time.
3. DO NOT PREPAY THROUGH YOUR UTILITY OR PROPERTY TAX ACCOUNT as our system cannot be adapted to accept prepayments and they will automatically be rejected and returned to you.
4. We accept cheques, money orders, cash or debit cards.
5. We do not accept credit cards.
6. Ensure debit card limits are sufficient for the prepayment amount.
7. Make cheques and money orders payable to the City of West Kelowna; we suggest writing "RVWTP prepayment" in the memo line.

We are here to help. If you have more questions or none of the prepayment options will work for you, please contact us or visit [www.westkelownacity.ca/RVWTP](http://www.westkelownacity.ca/RVWTP) for answers to frequently asked questions.

Regards,  
Lisa Siavashi, CPA, CMA  
Acting Chief Financial Officer