



CITY OF WEST KELOWNA
REGULAR COUNCIL MINUTES

Tuesday, October 7, 2025
COUNCIL CHAMBERS
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Jason Friesen (entered the meeting at 2:09 p.m.)
Councillor Stephen Johnston
Councillor Garrett Millsap
Councillor Carol Zanon

Staff Present: Ron Bowles, Chief Administrative Officer
Mark Panneton, Director of Legislative & Legal Services/Corporate Officer
Polly Palmer, Legislative Services Manager/Deputy Corporate Officer
Jason Brolund, Fire Chief/General Manager of Protective Services
Karla Campbell, General Manager of Corporate Services
Brent Magnan, General Manager of Community Development
Patrick Pulak, General Manager of Operations
Lisa Siavashi, Financial Services Manager/Acting Chief Financial Officer
Rob Hillis, Senior Manager of Engineering & Capital Projects
Bob Dargatz, Development Manager/Approving Officer
Chris Oliver, Planning Manager
Ashley Stewart, Communications Manager

1. CALL TO ORDER

Mayor Milsom called the meeting to order at 1:35 p.m., acknowledged that the meeting was being held on the traditional territory of the Syilx/Okanagan Peoples, stated that the meeting was open to the public, and informed that: all representations to Council form part of the public record; and the meeting was webcast live and archived on the City's website.

2. INTRODUCTION OF LATE ITEMS

2.1 Additional Submission for Z 25-07; Zoning Bylaw Amendment; 2971 Gorman Road (Item 9.4)

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C221/25

THAT the October 7, 2025 regular Council agenda be amended by:

- adding the additional submission for Z 25-07; Zoning Bylaw Amendment; 2971 Gorman Road for item 9.4;

AND THAT the October 7, 2025 regular Council agenda be adopted as amended.

CARRIED UNANIMOUSLY; Councillor Friesen absent at the vote

4. ADOPTION OF MINUTES

4.1 September 9, 2025 Special and Regular Council Minutes

It was moved and seconded

Resolution No. C222/25

THAT the September 9, 2025 special and regular Council minutes be adopted.

CARRIED UNANIMOUSLY; Councillor Friesen absent at the vote

4.2 September 16, 2025 Special and Regular Council Minutes

It was moved and seconded

Resolution No. C223/25

THAT the September 16, 2025 special and regular Council minutes be adopted.

CARRIED UNANIMOUSLY; Councillor Friesen absent at the vote

5. MAYOR AND COUNCILLORS' REPORTS

Mayor Milsom informed that:

- Council attended the Union of BC Municipalities conference in Victoria September 22-26 and met with provincial Ministers to advocate for West Kelowna priorities. Key topics include advancing affordable and seniors housing projects, improving mental health services on the Westside, securing

long-term wildfire mitigating funding, accelerating key Hwy 97 intersection improvements, and ensuring fair provincial funding for policing;

- Due to the postal strike, residents are encouraged to sign up for e-billing to receive their quarterly utility bills and annual property tax notices electronically to avoid late payments when mail is not being delivered;
- Public engagement for the final draft of the Transportation Master Plan is currently open until October 10;
- West Kelowna Fire Rescue began operating out of the new Fire Station 32 on October 8. A grand opening celebration will take place on October 17; and
- The West Kelowna Art Exhibition is taking place on October 19 from 10 a.m. to 4 p.m. at the Westbank Lions Community Centre. Admission is free and most artwork will be available for purchase.

5.1 Regional District of Central Okanagan - Highlights from the September 18, 2025 Regional Board Meeting

6. PRESENTATIONS

No items.

7. DELEGATIONS

7.1 Commemorative Crosswalk Honoring Veterans

Necole Belanger (Comrade, Royal Canadian Legion Westbank) provided a presentation and responded to Council's questions.

It was moved and seconded

Resolution No. C224/25

THAT staff report back to Council regarding the Royal Canadian Legion's request for a commemorative crosswalk on the corner of Elliott Road and Dobbin Road to honor veterans, including any additional information or analysis necessary for Council's consideration.

CARRIED UNANIMOUSLY; Councillor Friesen absent from the vote

8. UNFINISHED BUSINESS

No items.

9. DIVISION REPORTS

9.1 2026 Council Meeting Schedule

It was moved and seconded

Resolution No. C225/25

THAT the 2026 City of West Kelowna Council Meeting Schedule be approved as attached to the staff report dated October 7, 2025.

CARRIED UNANIMOUSLY; Councillor Friesen absent from the vote

9.2 2026 Property Tax Exemption Bylaw 0335, 2025

It was moved and seconded

Resolution No. C226/25

THAT "Property Tax Exemption Bylaw No. 0335, 2025" be read a first, second, and third time.

CARRIED UNANIMOUSLY; Councillor Friesen absent from the vote

9.3 RCMP School Liaison Officer Funding Agreement

Staff responded to Council's questions.

Councillor Friesen entered the meeting at 2:09 p.m.

It was moved and seconded

Resolution No. C227/25

THAT the City enter into the RCMP School Liaison Officer Agreement with the Regional District of Central Okanagan and the District of Peachland for the 2024-2028 period;

AND THAT the Mayor and Corporate Officer be authorized to execute the 2024-2028 RCMP School Liaison Officer Agreement with the Regional District of Central Okanagan, the District of Peachland and the City of West Kelowna.

CARRIED UNANIMOUSLY

9.4 Z 25-07; Zoning Bylaw Amendment; 2971 Gorman Road

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

It was moved and seconded

Resolution No. C228/25

THAT Council postpone consideration of "City of West Kelowna Zoning Amendment Bylaw No. 0320.06, 2025";

AND THAT the application be brought forward once the Glenrosa Emergency Egress and Evacuation Planning Studies have been completed.

DEFEATED; Mayor Milsom, Councillors Zanon, Johnston, Friesen and Millsap voted in the negative

It was moved and seconded

Resolution No. C229/25

THAT “City of West Kelowna Zoning Amendment Bylaw No. 0320.06, 2025” be given first, second, and third reading;

AND THAT Council direct staff to schedule the bylaw for consideration of adoption following registration of a Section 219 Covenant to secure servicing and infrastructure works as a condition of zoning, including preliminary design and cost estimates to the satisfaction of the City as described below:

- Pedestrian and emergency connection between Gorman Road & McIver Road;
- Establishment of crosswalks at the corner of Gorman Road and Ficke Road, as well as Webber Road and Lyon Road, to connect to the existing BC Transit stop;
- Emergency vehicle connection from Lyon Road;
- Stormwater improvements to allow for safe conveyance of upstream storm from Gorman Road to Webber Road, similar to one of the two options identified in the previous (Z 24-03) Public Hearing Report.

CARRIED; Councillors Da Silva and de Jong voted in the negative

Mayor Milsom, with the consent of Council, called a recess at 2:56 p.m. The meeting reconvened at 3:08 p.m. with all members of Council present.

9.5 Z 20-08.1; OCP and Zoning Bylaw Amendment; 2211 Campbell Road

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

It was moved and seconded

Resolution No. C230/25

THAT “City of West Kelowna Official Community Plan Amendment Bylaw No. 0300.07, 2025” be read a first and second time;

AND THAT “City of West Kelowna Zoning Bylaw Amendment No. 0320.07, 2025” be read a first and second time;

AND THAT “City of West Kelowna Zoning Bylaw Amendment No. 0320.08, 2025” be read a first and second time;

AND THAT Council direct staff to schedule a public hearing regarding “City of West Kelowna Official Community Plan Amendment Bylaw No. 0300.07, 2025”, “City of West Kelowna Zoning Bylaw Amendment No. 0320.07, 2025” and “City of West Kelowna Zoning Bylaw Amendment No. 0320.08, 2025”;

AND FURTHER THAT Council approve staff to fund \$218,674 from the Future Expenditures reserve for the emergency egress contribution that was not received.

CARRIED UNANIMOUSLY

9.6 Fire Rescue Establishment and Operations Amendment Bylaw

Staff responded to Council's questions.

It was moved and seconded

Resolution No. C231/25

THAT consideration of “City of West Kelowna Fire Rescue Establishment and Operations Amendment Bylaw No. 0114.05, 2025” be deferred to allow staff time to re-write clause 2.4 to better clarify the roles of Council and the Fire Chief while maintaining Council's role in providing oversight of West Kelowna Fire Rescue.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C232/25

THAT consideration of “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.56, 2025” be deferred to allow staff time to revise "City of West Kelowna Fire Rescue Establishment and Operations Amendment Bylaw No. 0114.05, 2025" so both bylaws can be considered concurrently.

CARRIED UNANIMOUSLY

9.7 Regional Grant Funding Application – RDCO Emergency Support Services Equipment and Training

Staff responded to Council's questions.

It was moved and seconded

Resolution No. C233/25

THAT Council support a regional grant application by the Central Okanagan Regional Emergency Program to the November 2025 intake of the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) for Emergency Support Services Training and Equipment stream;

AND THAT the Regional District of Central Okanagan (RDCO) be authorized to apply for, receive and manage the grant funding on behalf of the City of West Kelowna.

CARRIED UNANIMOUSLY

9.8 Expenditure Approval Request – Fire Hall 33 and Fire Hall 34 Roof Replacement

It was moved and seconded

Resolution No. C234/25

THAT the tender for Fire Hall 33 and Fire Hall 34 Roof Replacement in the amount of \$400,925, be awarded to Flynn Canada Ltd;

AND THAT the Mayor and Corporate Officer be authorized to execute the agreements and contracts associated with the Project.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE AND INFORMATION ITEMS

No items.

11. NOTICE OF MOTION

No items.

12. ADJOURNMENT

The meeting adjourned at 4:00 p.m.

MAYOR

DIRECTOR OF LEGISLATIVE & LEGAL SERVICES/
CORPORATE OFFICER