



COUNCIL REPORT

To: Mayor and Council

Date: December 9, 2025

From: Ron Bowles, Chief Administrative Officer

Subject: **Amendments to the 2024 Financial Plan Bylaw 0312 and the 2025 Financial Plan Bylaw 0323**

Prepared by: Warren Everton, Project Executive Lead

Reviewed by: Lisa Siavashi, Acting Chief Financial Officer

RECOMMENDATION 1:

THAT “City of West Kelowna Financial Plan Amendment Bylaw No. 0312.01, 2025” (2024-2028 Financial Plan) be read a first, second, and third time.

RECOMMENDATION 2:

THAT the “City of West Kelowna Financial Plan Amendment Bylaw No. 0323.01, 2025” (2025-2029 Financial Plan) be read a first, second, and third time.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Pursue Economic Growth and Prosperity – We will work with stakeholders throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.

Strengthen Our Community – We will provide opportunities for the residents of West Kelowna to build connections, celebrate successes, embrace the community's strengths and diversity, address shared needs, and contribute to shaping the community's future.

Foster Safety and Well-Being – We will pursue through direct action, advocacy, and collaboration with local and regional service providers, investments in community health,

needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

BACKGROUND

LEGISLATIVE REQUIREMENTS:

Section 165 of the *Community Charter* requires that Council adopt, by bylaw, a five-year financial plan, which must establish the City's proposed expenditures, funding sources and transfers between funds. This section also states that the financial plan may be amended by bylaw at any time. Staff have accumulated the 2024 and 2025 amendments to be brought forward for Council consideration for the end of the fiscal year.

DISCUSSION

The legislative requirements permit municipalities to make amendments as circumstances dictate during or after the budget year. Accumulating amendment decisions and presenting them in a single bylaw amendment at or near the end of the fiscal year is generally considered an efficient method for finalizing the budget. During the completion of the 2025 budget, the amendment for the 2024 budget year was not included; however, financial plan bylaws remain valid and do not expire, and since the majority of projects extend over multiple years, bringing these amendments forward now remains relevant.

Attachment 1, "2025 Budget Resolutions Summary," provides a list of all budget amendment resolutions from 2025 to the present. Attachment 2, "2024 Budget Resolutions Summary," contains similar resolutions for the 2024 tax year.

FINANCIAL IMPLICATIONS

The Financial Plan amendments described do not alter tax rates or result in a budget deficit or surplus, as funding is sourced from a combination of reserves, grants, Cash-in-lieu (CIL), and Local Area Service parcel taxes. PSAS (Public Sector Accounting Standards) require governments to include actual-to-budget comparisons in their audited annual financial statements. Audit procedures timing and Financial Statement preparation utilize the original budget for comparison purposes on these statements and are not affected by these amendments.

The budget amendment bylaws presented here rely on updated schedules attached including Schedule A2024, "Total Revenues and Expenditures 2024" and Schedule A2025 "Total Revenues and Expenditures 2025" in order to amend the bylaws.

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
See attached Schedule 1 for listing of resolutions in 2024 and Schedule 2 for the listing of the resolutions in 2025		

Alternate Recommendation 1:

THAT 2024 Financial Plan Amendment Bylaw No. 0312.01, 2025 be modified by:

- [Council to provide direction];

AND THAT 2024 Financial Plan Amendment Bylaw No. 0312.01, 2025 be read a first, second and third time as modified.

Alternate Recommendation 2:

THAT 2025 Financial Plan Amendment Bylaw No. 0323.01, 2025 be modified by:

- [Council to provide direction];

AND THAT 2025 Financial Plan Amendment Bylaw No. 0323.01, 2025 be read a first, second and third time as modified.

PowerPoint: Yes No

Attachments:

1. Attachment 1 – 2024 Budget Amendment Resolutions Summary
2. Attachment 2 – 2025 Budget Amendment Resolutions Summary
3. Attachment 3 – “City of West Kelowna Financial Plan Amendment Bylaw 0312.01, 2025” (2024-2028 Financial Plan)
4. Attachment 4 – “City of West Kelowna Financial Plan Amendment Bylaw No. 0323.01, 2025” (2025-2029 Financial Plan)