



COUNCIL REPORT

To: Mayor and Council

Date: February 10, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **2026 Financial Plan Early Approval Requests**

Prepared by: Lisa Siavashi, Acting Chief Financial Officer

Reviewed by: Ron Bowles, Chief Administrative Officer

RECOMMENDATION:

THAT Council authorize staff to proceed with the following capital expenditures requests as detailed in Schedule “A” attached to the report titled “2026 Financial Plan Early Approval Requests” dated February 10, 2026:

- C2026-12 Utilities-Utility Operator II (Sewer) Pickup (FTE-2026) - \$71,500
- C2026-28 Ranch Park Upgrades (I1.2) - \$344,000
- C2026-48 Rescue Equipment - \$150,000
- C2026-64 WKW-Water Quality Database - \$55,000
- C2026-65 WKW-Confined Space Entry Safety Equipment Renewal - \$47,000
- C2026-66 WKW-PRV Renewal and Safety Improvements - \$200,000
- C2026-68 PC-Condition Assessment Replacement and Upgrades - \$100,000
- C2026-70 RV-Rotork Radio Upgrade - \$36,840
- C2026-75 Sewer Station Security - \$150,000

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.

BACKGROUND

On December 3rd and 4th, 2025, Council conducted a review and granted first and second readings to the 2026 Financial Plan. During this process, capital project requests were closely examined, resulting in some projects being postponed to future years or declined. Since the process was expected to conclude by the end of January 2026, early requests for capital expenditures were not submitted at that time.

At the Council meeting held on January 13th, 2026, the third reading of the 2026 Financial Plan was postponed, and staff were directed to propose recommendations aimed at reducing the proposed tax increase by 1%. Council clarified that no additional reductions to capital requests were needed, although certain requests may become unnecessary should new staffing proposals be excluded from the operating budget. This postponement has extended the timeline for adopting the 2026 Financial Plan, and staff are now required to seek early approval for capital project expenditures.

DISCUSSION

Staff intend to continue the current process without requiring early approvals wherever feasible. Accordingly, only essential items necessitating immediate procurement have been listed in Schedule A. Although delays may affect other projects lacking early approval, these do not involve safety requirements or critical resources for new staffing needs (only 1 vehicle is requested for early approval for a new Wastewater Operator).

FINANCIAL IMPLICATIONS

On December 4th, 2025, Council approved 2026 capital requests totaling \$16,807,940, reflecting a reduction from the original request of \$19,703,720. Requests for early approvals are being made for items totaling \$1,154,340, with all funding allocated from City reserve accounts. These approvals do not impact the operating budget, nor do they affect the proposed tax increases currently under Council review.

COUNCIL REPORT / RESOLUTION HISTORY

Date	Report Topic / Resolution	Resolution No.
Jan 13, 2026	<p>THAT “2026-2030 Financial Plan Bylaw No. 0336, 2025” be modified to incorporate Council’s direction regarding the 2026 budget as provided at the December 3 and 4, 2025 special Council meetings.</p> <p>THAT staff be directed to review the 2026 budget and bring forward recommendations to reduce the proposed tax increase by 1%.</p>	<p>C007/26</p> <p>C008/26</p>
Dec 3, 2025	<p>THAT Council direct staff to incorporate the supported supplemental budget requests, capital projects, additions and deletions into the City of West Kelowna’s Financial Plan for 2026-2030.</p> <p>AND THAT the “2026-2030 Financial Plan Bylaw No. 0336, 2025” be read a first and second time.</p>	<p>C362/25</p>

PowerPoint: Yes No

Attachments:
 Schedule A – 2026 Early Capital Approval Requests