



CITY OF WEST KELOWNA
REGULAR COUNCIL MINUTES

Tuesday, January 13, 2026
COUNCIL CHAMBER
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom
Councillor Tasha Da Silva
Councillor Rick de Jong
Councillor Stephen Johnston
Councillor Garrett Millsap
Councillor Carol Zanon

MEMBER ABSENT: Councillor Jason Friesen

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
Nilton Praticante, Engineering Manager
Mark Roberts, Parks Manager
Ashley Stewart, Communications Manager
Warren Everton, Project Executive Lead - ERP/HRIS
Kandice Brzezynski, Building & Licensing Supervisor
Natalie Gerritsen, Senior Planner
Melissa Hunt-Anderson, Community & Social Development Coordinator

1. CALL TO ORDER

Mayor Milsom called the meeting to order at 1:30 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 Replacement Page 46 - 2026-2030 Financial Plan - Consultation Review and 3rd Reading (Item 9.1)

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C003/26

THAT the January 13, 2026 regular Council agenda be amended by:

- for item 9.1 regarding 2026-2030 Financial Plan - Consultation Review and 3rd Reading, replacing page 46;

AND THAT the January 13, 2026 regular Council agenda be adopted as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 December 3 & 4, 2025 Special Council Minutes

It was moved and seconded

Resolution No. C004/26

THAT the December 3 & 4, 2025 special Council minutes be adopted.

CARRIED UNANIMOUSLY

4.2 December 9, 2025 Special and Regular Council Minutes

It was moved and seconded

Resolution No. C005/26

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

CARRIED UNANIMOUSLY

5. MAYOR AND COUNCILLORS' REPORTS

5.1 Mayor and Councillors' Reports

Mayor Milsom, on behalf of Council, thanked the community for their record-breaking contributions to West Kelowna Fire Rescue's annual Holiday Food Drive in support of the Central Okanagan Food Bank.

Mayor Milsom spoke relative to the upcoming Southern Interior Local Government Association convention, including the deadline to submit resolutions.

5.2 Regional District of Central Okanagan - Highlights from the December 18, 2025 Regional Board Meeting

Mayor Milsom responded to questions, including Westbank First Nation voting rights at the Regional District Board.

6. PRESENTATIONS

No items.

7. DELEGATIONS

No items.

8. UNFINISHED BUSINESS

8.1 Notice of Motion Regarding Neighbourhood Community Associations - Councillor de Jong

It was moved and seconded

Resolution No. C006/26

WHEREAS at the November 18, 2025 special Council meeting, the neighbourhood community associations collectively requested changes to the Neighbourhood Community Associations Policy No. 0011;

THEREFORE BE IT RESOLVED THAT:

1. Neighbourhood Community Associations Policy No. 0011 (the "Policy") be modified to increase the annual grant funding to a maximum of \$1000 for the purpose of covering the costs of Directors' Liability Insurance and BC Societies Act membership fees; and
2. Staff bring forward a report for Council's consideration regarding the following potential changes to the Policy:
 - The waiver of the rental fees for City facilities for neighbourhood community association meetings and events; and

- The inclusion of neighbourhood community association contact information and a link to each community association's website on the City of West Kelowna website.

CARRIED UNANIMOUSLY

9. DIVISION REPORTS

9.1 2026-2030 Financial Plan – Consultation Review and 3rd Reading

Staff responded to Council's questions.

It was moved and seconded

Resolution No. C007/26

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.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C008/26

THAT staff be directed to review the 2026 budget, and bring forward recommendations to reduce the proposed tax increase by 1%.

CARRIED; Councillors Da Silva, and Zanon voted in the negative.

It was moved and seconded

Resolution No. C009/26

THAT consideration of third reading of "2026-2030 Financial Plan Bylaw No. 0336, 2025" be deferred.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C010/26

THAT the Draft 2026 Budget Consultation Summary Report be received for information.

CARRIED UNANIMOUSLY

9.2 Amendments to the 2024 Financial Plan Bylaw 0312 and the 2025 Financial Plan Bylaw 0323

It was moved and seconded

Resolution No. C011/26

THAT "City of West Kelowna Financial Plan Amendment Bylaw No. 0312.01, 2025" (2024-2028 Financial Plan) be adopted.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C012/26

THAT "City of West Kelowna Financial Plan Amendment Bylaw No. 0323.01, 2025" (2025-2029 Financial Plan) be adopted.

CARRIED UNANIMOUSLY

9.3 2026 Grant in Aid Applications

Mayor Milsom proposed that Council approve the 2026 Cash Grant In Aid allocations based on the amounts provided in 2025. The 2026 Grant In Aid approvals would consist of \$116,500 in cash grants, and \$43,416 in non-cash (in-kind) grants, for a combined total of \$159,916.

It was moved and seconded

Resolution No. C013/26

THAT the Grant In Aid request for the Westside Health Network Society (in the amount of \$15,000) be granted.

DEFEATED; Mayor Milsom and Councillors Da Silva, de Jong, Johnston, and Millsap voted in the negative.

It was moved and seconded

Resolution No. C014/26

THAT the 2026 Grant in Aid applications, attached as Attachment 1 to the report regarding "2026 Grant in Aid Applications" dated January 13, 2026 be amended as follows:

No.	Organization	Amount
1	Air Cadet League of Canada 909 Peregrine Sponsoring Committee	\$2,000
2	Autism Okanagan Association	\$5,000
3	Bear Force - Mt. Boucherie Secondary School FIRST Robotics Team	\$2,000
4	Canadian Red Cross, West Kelowna Health Equipment Loan Program (HELP)	\$15,000
5	Central Okanagan Bursary & Scholarship Society (COBSS)	\$1,000
6	Central Okanagan Region Nutrition Society (Meals on Wheels)	\$0
7	Childhood Connections - Okanagan Family & Childcare Society	\$5,000
8	Gellatly Bay Trails and Parks Society	\$2,000
9	Girl Guides of Canada - Naitaka District (West Kelowna)	\$2,000
10	Kelowna AquaJets Swim Club (aka Liquid Lightning Swim Club)	\$15,000
11	Kelowna Rowing Club	\$1,500
12	Latin Voices Society	\$0
13	Le Petit Hibou	\$0
14	Mountain Bikers of the Central Okanagan Association (Formerly known as West Kelowna Trail Crew society)	\$2,000
15	Project Literacy Central Okanagan Society	\$0
16	Stream of Dreams Murals Society	\$0
17	Therapeutic Lake Cruises Society	\$1,500

18	West Kelowna Community Policing Society	\$7,000
19	West Kelowna Firefighters Association	\$5,000
20	West Kelowna Yacht Club	\$7,000
21	West Kelowna Youth Ambassador Program	\$4,000
22	Westside Celebration Society	\$25,000
23	Westside Health Network Society	\$14,500

AND THAT the 2026 Grant in Aid applications be approved as amended;

AND FURTHER THAT staff distribute the approved 2026 Grants in Aid, once the "2026-2030 Financial Plan Bylaw No. 0336, 2025" is adopted.

CARRIED UNANIMOUSLY

Mayor Milsom, with the consent of Council, declared a recess at 3:16 p.m. The meeting reconvened at 3:30 p.m. with all members of Council except Councillor Millsap present.

9.4 Community Safety & Well-Being Plan – Needs Assessment & Engagement Findings Report

Councillor Millsap returned to the meeting at 3:31 p.m.

Staff and Melissa Blair (Founder, Dharmmarketing Strategic Social Impact) provided a presentation and responded to Council's questions.

It was moved and seconded

Resolution No. C015/26

THAT the staff report titled "Community Safety & Well-Being Plan – Needs Assessment & Engagement Findings Report", dated January 13, 2026, be received for information.

CARRIED UNANIMOUSLY

9.5 Main City Software Platform (ERP-HRIS) Update No. 1

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

It was moved and seconded

Resolution No. C016/26

THAT the staff report titled "Main City Software Platform (ERP-HRIS) Update No. 1", dated January 13, 2026, be received for information.

CARRIED UNANIMOUSLY

9.6 Commercial Boat Launch Licensing Program – Information Only

Staff provided a presentation.

Councillor Johnston left the meeting at 5:18 p.m. and returned to the meeting at 5:19 p.m.

It was moved and seconded

Resolution No. C017/26

THAT Council support the implementation of a Base Licensing program for commercial operators under the City's existing licensing system.

CARRIED UNANIMOUSLY

Noting the time at 5:19 p.m., it was moved and seconded

Resolution No. C018/26

THAT the January 13, 2026 regular Council meeting be extended until 6:30 p.m.

CARRIED; Councillor Johnston was absent at the vote.

Mayor Milsom, on behalf of Council, declared a recess at 5:20 p.m. The meeting reconvened at 5:31 p.m. with all members of Council present.

9.7 Zoning Bylaw Amendments Related to Short Term Rentals in the Compact Single Detached and Duplex Residential (RC3) Zone

It was moved and seconded

Resolution No. C019/26

THAT first reading of "City of West Kelowna Zoning Amendment Bylaw No. 0320.05, 2025" be rescinded;

AND THAT staff be directed to close the file.

CARRIED UNANIMOUSLY

9.8 Housing Accelerator Fund – Pre-Approved Building Plans & Designs

It was moved and seconded

Resolution No. C020/26

THAT “City of West Kelowna Official Community Plan Amendment Bylaw No. 0300.09, 2025” be read a first and second time;

AND THAT “City of West Kelowna Official Community Plan Amendment Bylaw No. 0300.09, 2025” be scheduled for Public Hearing prior to third reading.

CARRIED; Councillors de Jong and Zanon voted in the negative.

9.9 Modifications to Traffic Bylaw

It was moved and seconded

Resolution No. C021/26

THAT third reading of “Traffic Bylaw No. 0331, 2025” be rescinded.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C022/26

THAT “Traffic Bylaw No. 0331, 2025” be modified in Schedule A, in section 7, by removing the words “or strata”.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C023/26

THAT “Traffic Bylaw No. 0331, 2025” be read a third time as modified.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C024/26

THAT third reading of “City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.57, 2025” be rescinded.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C025/26

THAT “City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.57, 2025” be modified by replacing Schedule 16 with a new Schedule 16.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C026/26

THAT “City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.57, 2025” be read a third time as modified.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C027/26

THAT third reading of “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.55, 2025” be rescinded.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C028/26

THAT “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.55, 2025” be modified by replacing Schedule 16 with a new Schedule 16.

CARRIED UNANIMOUSLY

It was moved and seconded

Resolution No. C029/26

THAT “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.55, 2025” be read a third time as modified.

CARRIED UNANIMOUSLY

9.10 Gossett Road Traffic Calming Request

It was moved and seconded

Resolution No. C030/26

THAT staff be directed to complete a Traffic Calming Study for Gosset Road in 2026, incorporating guidance from the Westbank Centre Revitalization Plan (update), Transportation Master Plan, and the Intersection Capacity Study, and to include the findings in the 2027 Ten-Year Capital Plan.

CARRIED UNANIMOUSLY

9.11 Glen Canyon Park Joint Management and Operating Agreement

It was moved and seconded

Resolution No. C031/26

THAT the renewal of the Glen Canyon Regional Park Joint Management and Operating Agreement between the City of West Kelowna and the Regional District of Central Okanagan be approved for up to 15 years.

CARRIED UNANIMOUSLY

10. CORRESPONDENCE AND INFORMATION ITEMS

No items.

11. NOTICE OF MOTION

No items.

12. ADJOURNMENT

The meeting adjourned at 6:04 p.m.

MAYOR

DIRECTOR OF LEGISLATIVE & LEGAL SERVICES/
CORPORATE OFFICER