



**CITY OF WEST KELOWNA**  
**REGULAR COUNCIL MINUTES**

Tuesday, March 24, 2026  
COUNCIL CHAMBER  
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

**MEMBERS PRESENT:** Councillor Jason Friesen (Acting Mayor)

Councillor Tasha Da Silva

Councillor Rick de Jong

Councillor Stephen Johnston

Councillor Carol Zanon

**MEMBER ABSENT:** Mayor Gord Milsom

Councillor Garrett Millsap

**Staff Present:**

Ron Bowles, Chief Administrative Officer

Polly Palmer, Legislative Services Manager/Deputy Corporate Officer

Rebecca Narinesingh, Deputy Corporate Officer

Jason Brolund, Fire Chief/General Manager of Protective Services

Karla Campbell, General Manager of Corporate Services

Patrick Pulak, General Manager of Operations

Lisa Siavashi, Financial Services Manager/Acting Chief Financial Officer

Rob Hillis, Senior Manager of Engineering & Capital Projects

Chris Oliver, Senior Planning Manager

Angele Clarke, Long Range Planning Manager

Bob Dargatz, Development Manager/Approving Officer

Ashley Stewart, Communications Manager

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**1. CALL TO ORDER**

Acting Mayor Friesen called the meeting to order at 6:01 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 Submissions for Z 25-10 - Zoning Amendment Bylaw No. 0320.14, 2026 (942 McKay Road) (Item 9.1)**

## **3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C086/26

**THAT** the March 24, 2026 regular Council agenda be amended by:

- adding submissions for Z 25-10 - 942 McKay Road (Proposed City of West Kelowna Zoning Bylaw Amendment No. 0320.14, 2026) to item 9.1;

**AND THAT** the March 24, 2026 regular Council agenda be adopted as amended.

CARRIED UNANIMOUSLY

## **4. ADOPTION OF MINUTES**

### **4.1 March 10, 2026 Special and Regular Council Minutes**

It was moved and seconded

Resolution No. C087/26

**THAT** the March 10, 2026 special and regular Council minutes be adopted.

CARRIED UNANIMOUSLY

## **5. MAYOR AND COUNCILLORS' REPORTS**

### **5.1 Mayor and Councillors' Reports**

No items.

### **5.2 Regional District of Central Okanagan - Highlights from the March 19, 2026 Regional Board Meeting**

A Council member spoke relative to the Solid Waste Bylaw modernization, the increase in mattress fees and discussion around dumping.

## **6. PRESENTATIONS**

No items.

**7. DELEGATIONS**

No items.

**8. UNFINISHED BUSINESS**

No items.

**9. DIVISION REPORTS**

**9.1 Z 25-10 - 942 McKay Road (Zoning Bylaw Amendment Bylaw No. 0320.14. 2026)**

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

It was moved and seconded

Resolution No. C088/26

**THAT** "City of West Kelowna Zoning Amendment Bylaw No. 0320.14" be read a first, second, and third time.

CARRIED UNANIMOUSLY

**9.2 Z 25-05 - 3720 Old Okanagan Highway (Zoning Bylaw Amendment No. 0320.11, 2025)**

Staff spoke relative to Z 25-05 - 3720 Old Okanagan Highway (Zoning Bylaw Amendment No. 0320.11, 2025).

It was moved and seconded

Resolution No. C089/26

**THAT** "City of West Kelowna Zoning Bylaw Amendment No. 0320.11, 2025" be adopted.

CARRIED UNANIMOUSLY

**9.3 Private - Public Partnership for a Sports Complex**

Staff spoke relative to a proposed Private - Public Partnership for a Sports Complex and responded to Council's questions.

It was moved and seconded

Resolution No. C090/26

**THAT** the City of West Kelowna perform an initial due diligence analysis of the proponent's proposed private-public partnership for a sports complex on the City owned property located at 2135 McDougall Road, 2139 McDougall Road and adjacent West Lake Road property (Parcel A, Plan EPP85874, District Lot, 503 & 1119);

**AND THAT** Forty-Five Thousand Dollars (\$45,000) be funded from the Future Expenditures Reserve, and that the 2026-2030 financial plan be amended accordingly;

**AND FURTHER THAT**, upon completion of the due diligence analysis, Council be provided a report recommending on whether or not to proceed to a memorandum of understanding (MOU) phase of the initiative.

CARRIED UNANIMOUSLY

#### **9.4 UBCM Development Approvals Program – Grant Application**

Staff spoke relative to UBCM Development Approvals Program – Grant Application and responded to Council's questions.

It was moved and seconded

Resolution No. C091/26

**THAT** Council endorse the grant application to the Union of B.C. Municipalities Local Government Development Approvals Program seeking 100 per cent funding to a maximum of \$200,000 in grant funding;

**AND THAT** Council consider amendments to the 2026 to 2030 Financial Plan in the event grant funding is awarded;

**AND THAT** Council authorize the Mayor and/or Corporate Officer and/or other authorized signatories that may be required to execute a contribution agreement in the event grant funding is awarded;

**AND FURTHER THAT** Council support the City of West Kelowna utilizing the grant and providing overall grant management, if the funding application is successful.

CARRIED UNANIMOUSLY

#### **9.5 Development Cost Charges Update**

Staff spoke relative to Development Cost Charges Update and answered Council's questions.

It was moved and seconded

Resolution No. C092/26

**THAT** Council direct staff to maintain 2025 Development Cost Charges rates for 2026 with no inflationary adjustment.

CARRIED UNANIMOUSLY

**9.6 2026-2030 Financial Plan Bylaw No. 0336, 2025**

It was moved and seconded

Resolution No. C093/26

**THAT** the "2026-2030 Financial Plan Bylaw No. 0336, 2025" be adopted.

CARRIED UNANIMOUSLY

**9.7 2026 Parcel Tax Roll Review Panel**

It was moved and seconded

Resolution No. C094/26

**THAT** Mayor Milsom, Councillor Da Silva and Councillor Zanon be appointed to the Parcel Tax Roll Review Panel;

**AND THAT** staff schedule a meeting of the Parcel Tax Roll Review Panel (the "Meeting") for 1:15 pm on Tuesday, April 14<sup>th</sup>, 2026;

**AND FURTHER THAT** notice be given of the Meeting in accordance with Section 94 of the *Community Charter*.

CARRIED UNANIMOUSLY

Acting Mayor Friesen, with the consent of Council, declared a recess at 6:47 p.m. The meeting reconvened at 6:57 p.m. with all members of Council present.

**9.8 Base Commercial Boat Launch Licensing Program**

Staff responded to Council's questions.

It was moved and seconded

Resolution No. C095/26

**THAT** "City of West Kelowna Business Licensing and Regulations Amendment Bylaw No. 0087.18, 2026" be adopted;

**AND THAT** “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.86, 2026” be adopted;

**AND THAT** “City of West Kelowna Parks and Public Spaces Amendment Bylaw No. 0184.04, 2026” be adopted;

**AND THAT** “City of West Kelowna Bylaw Notice Enforcement Bylaw No. 0093.58, 2026” be adopted;

**AND FURTHER THAT** “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.57, 2026” be adopted.

CARRIED; Councillor Johnston voted in the negative.

**9.9 Civic Addressing Bylaw No. 0333, 2026**

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

It was moved and seconded

Resolution No. C096/26

**THAT** “Civic Addressing Bylaw No. 0333, 2026” be read first, second, and third time;

**AND THAT** “City of West Kelowna Bylaw Notice Enforcement Amendment Bylaw No. 0093.59, 2026” be read a first, second, and third time;

**AND FURTHER THAT** “City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.58, 2026” be read a first, second, and third time.

CARRIED UNANIMOUSLY

**10. CORRESPONDENCE AND INFORMATION ITEMS**

No items.

**11. NOTICE OF MOTION**

No items.

**12. ADJOURNMENT**

The meeting adjourned at 7:37 p.m.

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ACTING MAYOR

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DEPUTY CORPORATE OFFICER