



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

Tuesday, July 14, 2020  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom  
Councillor Rick de Jong  
Councillor Doug Findlater  
Councillor Jason Friesen  
Councillor Stephen Johnston  
Councillor Carol Zanon  
Councillor Jayson Zilkie

Staff Present: Paul Gipps, CAO  
Tracey Batten, Deputy CAO / Corporate Officer  
Allen Fillion, Director of Engineering / Public Works  
Warren Everton, Director of Finance / CFO  
Sandy Webster, Director of Corporate Initiatives  
Mark Koch, Director of Development Services  
Kari O'Rourke, Communications Manager  
Kevin Bouchier, Recreation Supervisor  
Hailey Rilkoff, Planner II  
Brandon Mayne, Help Desk Assistant

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**1. CALL THE REGULAR COUNCIL MEETING TO ORDER**

The meeting was called to order at 1:33 p.m.

It was acknowledged that this meeting was held on the traditional territory of the Syilx/Okanagan Peoples.

**PROCEDURAL MOTION:**

It was moved and seconded

Resolution No. C176/20

**WHEREAS** the Minister of Public Safety and Solicitor General under the *Emergency Program Act* has issued Ministerial Order No. M192 dated June 17, 2020 in regards to “Local Government Meetings and Bylaw Process (COVID-19) Order No. 3”, therefore be it resolved;

**THAT** Council does not allow members of the public to attend this open meeting as the meeting space will not accommodate members of the public in accordance with the requirements or recommendations under the *Public Health Act*; and

**THAT** Council hereby notifies the public that this meeting is being webcast live and will be archived on the City’s website to ensure openness, transparency, accessibility and accountability in respect of this meeting.

CARRIED UNANIMOUSLY

**2. INTRODUCTION OF LATE ITEMS**

**2.1 Rose Valley Water Treatment Plant Presentation, Loan Authorization Bylaw and Local Area Service Establishment Bylaw (see Item 8.1.1 under Division Reports)**

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C177/20

**THAT** the agenda be adopted as amended.

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the June 23, 2020 Special Council Meeting held in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C178/20

**THAT** the minutes of the June 23, 2020 Special Council Meeting held in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.2 Minutes of the June 23, 2020 Regular Council Meeting held in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C179/20

**THAT** the minutes of the June 23, 2020 Regular Council Meeting held in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**5. MAYOR AND COUNCILLOR'S REPORTS**

**5.1 Mayor Milsom**

**5.1.1 Congratulations to Dallas Clowes and Rebecca Narinesingh for completing their Local Government Administration Certificates**

**5.1.2 Regional Economic Recovery Task Force - Update**

**5.1.3 Regional District of Central Okanagan Highlights from the June 22, 2020 Regional Board Meeting**

**5.1.4 Regional District of Central Okanagan Highlights from the July 9, 2020 Regional Board Meeting**

**6. DELEGATIONS**

**7. UNFINISHED BUSINESS**

**8. DIVISION REPORTS**

**8.1 CHIEF ADMINISTRATIVE OFFICER**

**8.1.1 Rose Valley Water Treatment Plant Presentation, Loan Authorization Bylaw and Local Area Service Establishment Bylaw**

It was moved and seconded

Resolution No. C180/20

**THAT** Council consider and resolve to read the City of West Kelowna Rose Valley Water Treatment Plant Local Area Service Establishment Bylaw No. 280, 2020 a first, second and third time; and further,

**THAT** Council consider and resolve to read the City of West Kelowna Rose Valley Water Treatment Plant Loan Authorization Bylaw No. 281, 2020 a first, second and third time; and,

**THAT** Council directs staff to submit the City of West Kelowna Rose Valley Water Treatment Plant Local Area Service Establishment Bylaw No. 280, 2020 and the City of West Kelowna Rose Valley Water Treatment Plant Loan Authorization Bylaw No. 281, 2020 to the Province, publish the required advertising and issue notification to the property owners within the proposed Local Area Service for establishment of the

local area service on Council Initiative -Subject to Petition Against for both the establishment of the Local Area Service and to authorize borrowing.

CARRIED UNANIMOUSLY

The meeting recessed at 2:36 p.m.

The meeting reconvened at 2:48 p.m.

## **8.2 DEVELOPMENT SERVICES**

### **8.2.1 Z 20-02; Zoning Amendment Bylaw No. 0154.91, 2020 (1st and 2nd Reading), 2417 Apollo Road**

It was moved and seconded

Resolution No. C181/20

**THAT** Council give first and second reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.91, 2020 (File: Z 20-02); and

**THAT** Council direct staff to schedule a public hearing for the proposed Zoning Amendment Bylaw.

CARRIED UNANIMOUSLY

### **8.2.2 TUP 20-02, Temporary Use Permit, 1698 Ross Road**

It was moved and seconded

Resolution No. C182/20

**THAT** Council approve the issuance of a Temporary Use Permit (File: TUP 20-02) to permit a contractor services use at 1698 Ross Road (Lot 1 District Lot 507 ODYD Plan 15908 Except Plan H17081) for a period of up to three years, subject to the conditions in the attached permit, including:

- The contractor services use is limited to the sale, repair and installation of garage doors and limited to the identified temporary use permit area on Schedule A; and
- A solid screen shall be installed to act as a visual barrier around the garbage and recycling bins; and
- A landscape plan shall be submitted to the satisfaction of the Director of Development Services and approved landscaping shall be installed on site and maintained for the duration of the temporary use permit.

CARRIED UNANIMOUSLY

### **8.2.3 TUP 17-02.01, Temporary Use Permit Renewal, 760 Petterson Road**

It was moved and seconded

Resolution No. C183/20

**THAT** Council renew the Temporary Use Permit (TUP 17-02.01) to allow use of a mobile home at 760 Petterson Road (Lot A District Lot 3111 ODYD Plan KAP89366) for a period of three (3) years subject to the following condition:

- That the property owner provide the City with a security for the removal or decommissioning of the mobile home at the time of Building Permit issuance for a single detached dwelling on the subject property.

CARRIED Opposed: Councillors de Jong and Zanon

### **8.2.4 TUP 18-05.01, Temporary Use Permit Renewal, 1375 Green Bay Road**

It was moved and seconded

Resolution No. C184/20

**THAT** Council renew the Temporary Use Permit (TUP 18-05.01) to allow use of a recreational vehicle at 1375 Green Bay Road (Lot B, DL 434 & 523, ODYD, Plan KAP76165) on manufactured home site #15A for a period ending October 31, 2020, subject to the conditions outlined in the attached permit.

CARRIED UNANIMOUSLY

## **8.3 ENGINEERING / PUBLIC WORKS / PARKS**

## **8.4 FIRE RESCUE SERVICES**

## **8.5 CORPORATE INITIATIVES**

## **8.6 FINANCIAL SERVICES**

### **8.6.1 2020 Tax Season Collections and Cash Flow Review**

Information Report from the Director of Finance / CFO

### **8.6.2 Bylaw No. 0282, 2020 Deferral of 2020 Tax Sale**

It was moved and seconded

Resolution No. C185/20

**THAT** Council direct staff to proceed with the City of West Kelowna annual tax sale on September 28, 2020.

DEFEATED Opposed: Councillors Johnston, Zanon, Zilkie, Findlater, Friesen and Mayor Milsom

It was moved and seconded

Resolution No. C186/20

**THAT** Council give first, second, third reading to the “City of West Kelowna 2020 Tax Sales Deferral Bylaw No. 0282”; and, as permitted under the Province of BC Order of the Minister of Public Safety and Solicitor General (Ministerial Order No. M192);

**THAT** Council adopt the “City of West Kelowna 2020 Tax Sales Deferral Bylaw No. 0282”.

CARRIED Opposed: Councillor de Jong

## **8.7 CORPORATE SERVICES / RECREATION AND CULTURE**

### **8.7.1 Fees and Charges Bylaw No. 0028.67**

It was moved and seconded

Resolution No. C187/20

**THAT** the “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.67, 2020” be adopted.

CARRIED UNANIMOUSLY

## **9. CORRESPONDENCE AND INFORMATION ITEMS**

## **10. NOTICE OF MOTION**

## **11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 4:44 p.m.

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MAYOR

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DEPUTY CAO/CORPORATE OFFICER