



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

Tuesday, November 24, 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  
Allen Fillion, Director of Engineering / Public Works  
Warren Everton, Director of Finance / CFO  
Sandy Webster, Director of Corporate Initiatives  
Michelle Reid, Director of Human Resources  
Mark Koch, Director of Development Services  
Jason Brolund, Fire Chief  
Bob Dargatz, Development Engineering Manager  
Shelley Schnitzler, Legislative Services Manager/Corporate Officer  
Mike Cain, Bylaw Services Manager  
Kari O'Rourke, Communications Manager  
Erin Goodwin, Facilities and Recreation Manager  
John Perrott, Economic Development and Tourism Manager  
Rob Hillis, Engineering Manager  
Kevin Bouchier, Recreation Supervisor  
Rebecca Narinesingh, Corporate Records Coordinator

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

The meeting was called to order at 6:27 p.m.

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

This meeting was open to the public. In accordance with COVID-19 protocols, a viewing area that could accommodate three members of the public was available. All representations to Council form part of the public record. This meeting was webcast live and is archived on the City's website.

**2. INTRODUCTION OF LATE ITEMS**

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C294/20

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

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the Special Council Meeting held Tuesday, November 10, 2020 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C295/20

**THAT** the minutes of the Special Council Meeting held Tuesday, November 10, 2020 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.2 Minutes of the Regular Council Meeting held Tuesday, November 10, 2020 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C296/20

**THAT** the minutes of the Regular Council Meeting held Tuesday, November 10, 2020 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.3 Minutes of the Special Council Meeting held Tuesday, November 17, 2020 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C297/20

**THAT** the minutes of the Special Council Meeting held Tuesday, November 17, 2020 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 Regional District of Central Okanagan Highlights from the November 12, 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 Progress Update**

The CAO and the Director of Engineering and Public Works provided a verbal update on the progress of the Rose Valley Water Treatment Plant.

**8.2 DEVELOPMENT SERVICES**

**8.2.1 DP 20-22, Commercial Development Permit, 3788 Brown Road**

It was moved and seconded

Resolution No. C298/20

**THAT** Council authorize the issuance of a Development Permit (DP 20-22) to construct 42 units in one four storey building with underground parking located at 3788 Brown Road, subject to the conditions outlined in the attached Development Permit; and

**THAT** issuance of the Development Permit be withheld pending receipt of landscape security for the landscape plan in the amount of \$69,668.75; and

**THAT** if the Development Permit has not been issued within one year from the date of approval, the Permit shall be deemed to have been refused and the file closed.

CARRIED UNANIMOUSLY

**8.2.2 Z 20-06, OCP and Zoning Amendment Bylaw No. 100.60 and 154.92 (3rd Reading), Unaddressed Canyon Crest Drive**

It was moved and seconded

Resolution No. C299/20

**THAT** Council give third reading to City of West Kelowna Official Community Plan Amendment Bylaw No. 0100.60, 2020 (File: Z 20-06); and

**THAT** Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.92, 2020 (File: Z 20-06).

CARRIED UNANIMOUSLY

### **8.2.3 P 20-16 – Proposed Short Term Rental Program**

It was moved and seconded

Resolution No. C300/20

**THAT** Council direct staff to further engage the community and stakeholders on the proposed Short Term Rental program as outlined in this report.

CARRIED UNANIMOUSLY

The meeting recessed at 8:10 p.m.

The meeting reconvened at 8:21 p.m.

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

### **8.3.1 Glenrosa Road Storm and Sidewalk**

It was moved and seconded

Resolution No. C301/20

**THAT** Council direct staff to utilize previously approved funding to amend the Glenrosa Road Improvement contract to include sidewalk and the replacement of the storm drainage main on Glenrosa Road from Morningside Drive to the existing sidewalk to the south.

CARRIED UNANIMOUSLY

## **8.4 FIRE RESCUE SERVICES**

## **8.5 CORPORATE INITIATIVES**

### **8.5.1 Draft 2021 Communications and Engagement Plan and Policy**

The Communications Manager presented the 2021 Communications and Engagement Plan and Policy.

**8.5.2 2021 Draft Economic Development and Tourism Operational Plan**

The Economic Development and Tourism Manager presented the 2021 Draft Economic Development and Tourism Operational Plan.

**8.6 FINANCIAL SERVICES / RECREATION AND CULTURE**

**8.6.1 COVID-19 Financial Impact – Recreation Services**

The Facilities and Recreation Manager provided an update on the COVID-19 Impact to Recreation Services.

Bob Stedham and John Douglas from Active Living Enterprises, operators of the Johnson Bentley Memorial Aquatic Centre, provided an update on COVID-19 impacts to their operations.

It was moved and seconded

Resolution No. C302/20

**THAT** the Council meeting be extended to 10:30 p.m.

CARRIED UNANIMOUSLY

**8.6.2 Community Holiday Light Up and Skate Events Reimagined**

The Recreation Supervisor provided an update on the Community Holiday Light Up and Skate Events.

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**

**11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 10:24 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER