



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

Tuesday, April 20, 2021  
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  
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  
Brad Savoury, Director of Legal Services  
Brent Magnan, Planning Manager  
Shelley Schnitzler, Legislative Services Manager/Corporate Officer  
Lisa Siavashi, Financial Services Manager/Deputy CFO  
Duncan Dixon, Staff Sgt., RCMP

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

The meeting was called to order at 6:00 p.m.

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

In accordance with the most recent Provincial Health Officer Order regarding gatherings and events, the public was not permitted to attend Council meetings in person. As an open meeting, it was webcast live and archived on the City's website.

**2. INTRODUCTION OF LATE ITEMS**

**3. ADOPTION OF AGENDA**

It was moved and seconded

Resolution No. C145/21

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

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

**4.1 Minutes of the Special Council Meeting held Tuesday, March 30, 2021 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C146/21

**THAT** the minutes of the Special Council Meeting held Tuesday, March 30, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.2 Minutes of the Special Council Meeting held Tuesday, April 6, 2021 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C147/21

**THAT** the minutes of the Special Council Meeting held Tuesday, April 6, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.3 Minutes of the Public Hearing held Tuesday, April 6, 2021 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C148/21

**THAT** the minutes of the Public Hearing held Tuesday, April 6, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.4 Minutes of the Regular Council Meeting held Tuesday, April 6, 2021 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C149/21

**THAT** the minutes of the Regular Council Meeting held Tuesday, April 6, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**4.5 Minutes of the Special Council Meeting held Wednesday, April 14, 2021 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C150/21

**THAT** the minutes of the Special Council Meeting held Wednesday, April 14, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

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

The Mayor acknowledged National Volunteer Week and gave recognition and thanks to all volunteers within our community.

The Fire Chief provided a brief update on the status of the apartment evacuation on Elliott Road and thanked all staff and agencies that assisted.

**5.1 Mayor Milsom**

**5.1.1 Regional District of Central Okanagan Highlights from the April 8, 2021 Regional Board Meeting**

**6. DELEGATIONS**

**6.1 Erin Welk, Social and Economic Inclusion Lead, Urban Matters**

Ms. Welk provided an update on the Community Action Initiative – Harm Reduction Program.

**7. UNFINISHED BUSINESS**

## 8. DIVISION REPORTS

### 8.1 CHIEF ADMINISTRATIVE OFFICER

#### 8.1.1 West Kelowna's City Hall Project Update – April 2021

The CAO provided an update on the West Kelowna City Hall Project.

#### 8.1.2 2021 Department Statistics – 1st Quarter

Information Report from the CAO

### 8.2 FINANCIAL SERVICES / RECREATION AND CULTURE

#### 8.2.1 Adoption of the 2021-2025 Financial Plan

It was moved and seconded

Resolution No. C151/21

**THAT** Council adopt the “City of West Kelowna Financial Plan Bylaw 0284, 2020” with the tax increase set at 4.05%, which will result in a tax requisition of \$36,559,184.

CARRIED; Councillors de Jong and Findlater opposed

#### 8.2.2 2021 Tax Rate Bylaw No. 0288, 2021

It was moved and seconded

Resolution No. C152/21

**THAT** Council adopt the tax multiplier schedule as presented; and

**THAT** Council give first, second and third reading to “City of West Kelowna Tax Rates Bylaw No. 0288, 2021”.

CARRIED UNANIMOUSLY

#### 8.2.3 2021 Transfer Station Parcel Tax Bylaw

It was moved and seconded

Resolution No. C153/21

**THAT** Council give first, second and third readings to the “City of West Kelowna Transfer Station Parcel Tax Bylaw No. 0286, 2021”.

CARRIED UNANIMOUSLY

**8.2.4 2021 Sterile Insect Release Parcel Tax Bylaw**

It was moved and seconded

Resolution No. C154/21

**THAT** Council give first, second and third readings to the “City of West Kelowna Sterile Insect Release Parcel Tax Bylaw No. 0285, 2021”.

CARRIED UNANIMOUSLY

**8.2.5 2021 RDCO Solid Waste and Recycling Program Parcel Tax Bylaw**

It was moved and seconded

Resolution No. C155/21

**THAT** Council give first, second and third readings to the “City of West Kelowna RDCO Solid Waste and Recycling Program Parcel Tax Bylaw No. 0287, 2021”.

CARRIED UNANIMOUSLY

**8.3 CORPORATE INITIATIVES**

**8.3.1 Council’s 2021 – 2022 Strategic Priorities**

It was moved and seconded

Resolution No. C156/21

**THAT** Council adopt its *2021 – 2022 Strategic Priorities* document as attached.

CARRIED UNANIMOUSLY

**8.3.2 Police Services Update and 2021 Police Services Priorities**

It was moved and seconded

Resolution No. C157/21

**THAT** Council receive this Police Services update for information; and

**THAT** Council adopt the 2021 Police Services Priorities identified by Council and reflected in this report.

CARRIED UNANIMOUSLY

The meeting recessed at 7:24 p.m.

The meeting reconvened at 7:34 p.m.

#### **8.4 DEVELOPMENT SERVICES**

##### **8.4.1 Z 20-05; Zoning Amendment Bylaw No. 0154.100 (Options); 2485 Hayman Road**

It was moved and seconded

Resolution No. C158/21

**THAT** Council rescind first and second readings of City of West Kelowna Zoning Amendment Bylaw No. 0154.100, 2021 (File: Z 20-05); and

**THAT** Council direct staff to close file Z 20-05.

CARRIED UNANIMOUSLY

##### **8.4.2 Z 21-01; Zoning Amendment Bylaw No. 0154.103, 2021 (1st and 2nd Reading); 2377 Thacker Drive**

It was moved and seconded

Resolution No. C159/21

**THAT** Council give first and second reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.103, 2021 (File: Z 21-01); and

**THAT** Council direct staff to schedule a Public Hearing for the proposed Zoning Amendment Bylaw.

CARRIED UNANIMOUSLY

##### **8.4.3 DVP 21-03; Development Variance Permit; 1526 Scott Crescent**

It was moved and seconded

Resolution No. C160/21

**THAT** Council authorize the issuance of a Development Variance Permit (DVP 21-03) for Lot 5 District Lot 3866 ODYD Plan 24396

(1526 Scott Crescent) to convert an existing structure to a carriage house by varying Zoning Bylaw No. 0154 as follows:

- S3.26.11 to permit a roof top deck
- S10.4.5(g).1 to reduce the required setback from 6.0 m to 0.35 m from a private access easement
- S10.4.6(b) to increase the maximum height of the carriage house wall from 6.5 m to 7.6 m from grade to the lower surface of the eave.

CARRIED UNANIMOUSLY

**8.4.4 Fees and Charges Bylaw – Amendment to the Excessive Nuisance Abatement Fees**

It was moved and seconded

Resolution No. C161/21

**THAT** Council adopt City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.70, 2021.

CARRIED UNANIMOUSLY

**8.4.5 Municipal Natural Assets Initiative (MNAI) Natural Asset Inventory**

Michelle Molnar provided an overview of the Municipal Natural Assets Initiative (MNAI) Natural Asset Inventory.

**8.4.6 Post Public Hearing Procedural Options**

Information Report from the Development Technician

**8.5 ENGINEERING / PUBLIC WORKS / PARKS**

**8.6 FIRE RESCUE SERVICES**

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**

**11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 9:16 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER