



CITY OF WEST KELOWNA
MINUTES OF THE REGULAR MEETING OF COUNCIL

Tuesday, June 22, 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
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
Brad Savoury, Director of Legal Services
Jason Brolund, Fire Chief
Brent Magnan, Planning Manager
Shelley Schnitzler, Legislative Services Manager/Corporate Officer
Kari O'Rourke, Communications and Engagement Manager
Mike Ummenhofer, Purchasing Manager
Mike Cain, Bylaw Services Manager
Erin Goodwin, Facilities and Recreation Manager
Chris Anderson, Public Works Manager
Kevin Bouchier, Recreation Supervisor

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.

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 on a first come, first serve basis. 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

2.1 Submission re the Annual Report (item 5.1.1 under Mayor and Councillor's Reports)

3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C207/21

THAT the agenda be adopted as amended.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Special Council Meeting held Tuesday, June 8, 2021 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C208/21

THAT the minutes of the Special Council Meeting held Tuesday, June 8, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.2 Minutes of the Public Hearing held Tuesday, June 8, 2021 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C209/21

THAT the minutes of the Public Hearing held Tuesday, June 8, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.3 Minutes of the Regular Council Meeting held Tuesday, June 8, 2021 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C210/21

THAT the minutes of the Regular Council Meeting held Tuesday, June 8, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

4.4 Minutes of the Special Council Meeting held Tuesday, June 15, 2021 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C211/21

THAT the minutes of the Special Council Meeting held Tuesday, June 15, 2021 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 2020 Annual Report

In accordance with Section 99 of the Community Charter, the public was invited to present submissions or questions to Council regarding the 2020 Annual Report.

It was moved and seconded

Resolution No. C212/21

THAT Council consider the 2020 Annual Report, prepared in accordance with Sections 98 and 99 of British Columbia's *Community Charter*.

CARRIED UNANIMOUSLY

5.1.2 Regional District of Central Okanagan Highlights from the June 10, 2021 Regional Board Meeting

6. DELEGATIONS

7. UNFINISHED BUSINESS

8. DIVISION REPORTS

8.1 CHIEF ADMINISTRATIVE OFFICER

8.1.1 Rose Valley Water Treatment Plant Project - Update

Verbal update from the Director of Engineering and Public Works

8.1.2 Amendment to the 2021 Council Meeting Schedule for August

It was moved and seconded

Resolution No. C213/21

THAT Council resolve to amend the 2021 Council Meeting Schedule and cancel the Regular Council Meeting for Tuesday August 10, 2021.

CARRIED UNANIMOUSLY

8.2 FINANCIAL SERVICES / RECREATION AND CULTURE

8.2.1 2020 DRAFT Statement of Financial Information (SOFI)

It was moved and seconded

Resolution No. C214/21

THAT Council approve the 2020 DRAFT Statement of Financial Information report for the City of West Kelowna.

CARRIED UNANIMOUSLY

8.2.2 2021-2022 BC Transit Annual Operating Agreement

It was moved and seconded

Resolution No. C215/21

THAT Council authorize the Mayor and Corporate Officer to execute the 2021-2022 Annual Operating Agreement (AOA) between British Columbia Transit and the City of West Kelowna.

CARRIED UNANIMOUSLY

8.2.3 Music in the Park 2021 Reimagined

Verbal update from the Facilities and Recreation Manager and from the Recreation Supervisor

8.2.4 Request for Proposals Authority (Limits)

It was moved and seconded

Resolution No. C216/21

THAT Council choose Option 1 to amend the City of West Kelowna Purchasing Policy approval authority for the CAO and his designate to be increased to permit approval of all Requests for Proposals providing the subject matter of the RFP is contained in the Five-year Financial Plan and that the cost does not exceed the budgeted amount.

CARRIED UNANIMOUSLY

The meeting recessed at 7:32 p.m.

The meeting reconvened at 7:45 p.m.

8.3 DEVELOPMENT SERVICES

8.3.1 DVP 21-11; Development Variance Permit; 710 Stuart Rd

It was moved and seconded

Resolution No. C217/21

THAT Council authorize the issuance of a Development Variance Permit (DVP 21-11) for Lot 12 DL 2689 ODYD Plan 22622 (710 Stuart Rd) to construct a carriage house addition to an existing accessory building, in general accordance with the attached Permit, by varying Zoning Bylaw No. 0154 as follows:

- S.3.26.1 to reduce the required minimum parcel area from 1,100 m² to 1,092.65 m²; and
- S.3.26.5 to permit the height of the carriage house to be 1.3 m higher than the peak of the roof of the principal detached dwelling.

CARRIED UNANIMOUSLY

8.3.2 DVP 21-12; Development Variance Permit; 932 Lloyd Jones Drive

It was moved and seconded

Resolution No. C218/21

THAT Council authorize the issuance of a Development Variance Permit (DVP 21-12) for Lot 26 DL 3866 ODYD Plan 28354 (932 Lloyd Jones Drive) to construct an Accessory Building (detached garage/studio), in general accordance with the attached Permit, by varying Zoning Bylaw No. 0154 as follows:

- S.10.4.5(g).1 to reduce the minimum front parcel boundary setback from 4.5 m to 3.16 m;
- S.10.4.5(g).3 to reduce the minimum rear parcel boundary setback from 3.0m to 1.5 m; and
- S.10.4.5(f).2 to increase the maximum building height from 5.0 m to 6.5 m.

CARRIED UNANIMOUSLY

8.3.3 DVP 21-16; Development Variance Permit, 3731 Old Okanagan Highway

It was moved and seconded

Resolution No. C219/21

THAT Council authorize the issuance of a Development Variance Permit (DVP 21-16) for Lot 1 DL 5066 ODYD Plan KAP47408 (3731 Old Okanagan Highway) in general accordance with the attached permit to vary the following sections of Zoning Bylaw No. 0154:

- S.13.2.5.(d) to increase the maximum permitted height from 12.0 m to 18.65 m;
- S.13.2.5.(e).5 to reduce the minimum setback distances from land in the ALR from 15.0 m for the first and second stories, 18.0 m for the third story, and 21.0 m for the fourth storey to 0.0 m;
- S.3.21.1.(a), s.3.21.3.(a), and s.3.22 to eliminate the setback and buffer requirements for parcels abutting land in the ALR; and
- S.4.3.1.(a) to permit a portion of the required parking spaces to be located on Lot 2 DL 5066 ODYD Plan KAP47408 (3737 Old Okanagan Highway).

CARRIED UNANIMOUSLY

8.3.4 P 21-10 Mobile Restaurant Business Licensing Bylaw Amendment 0087.12, 2021

It was moved and seconded

Resolution No. C220/21

THAT Council amend the proposed Section 8.2 of the City of West Kelowna Business Licensing and Regulations Amendment Bylaw No. 0087.12 to read:

No vehicle used as a mobile restaurant shall park or stop more than is necessary to serve customers, and at no time shall the mobile restaurant remain stopped or parked for longer than four (4) hours at one specific location. When stopped for the serving of customers, the vehicle shall not be located within 100 metres of a restaurant on a parcel of land. When stopped for the serving of customers, the vehicle shall be parked on public lands; and

THAT Council gives first, second, and third reading to the City of West Kelowna Business Licensing and Regulations Amendment Bylaw No. 0087.12, 2021.

CARRIED; Councillor de Jong opposed

8.3.5 P 20-16; Zoning Amendment Bylaw No. 0154.99 (3rd Reading); Short Term Accommodations

It was moved and seconded

Resolution No. C221/21

THAT Council give third reading to City of West Kelowna Zoning Amendment Bylaw No. 0154.99, 2021; and

THAT Council direct staff to schedule the Bylaw for consideration of adoption following approval of the Bylaw by the Ministry of Transportation and Infrastructure.

CARRIED; Councillor de Jong opposed

8.3.6 P 20-16; Regulatory Bylaw Amendments (1st, 2nd, 3rd); Short Term Accommodations

It was moved and seconded

Resolution No. C222/21

THAT Council give first second and third readings to City of West Kelowna Business Licensing and Regulations Amendment Bylaw No. 0087.11, 2021; and

THAT Council amend the proposed City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.68, 2021 to include a \$250 application fee for Short Term Accommodations; and

THAT Council give first, second and third readings to City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.68, 2021; and

THAT Council give first, second and third readings to Bylaw Notice Enforcement Amendment Bylaw No. 0093.46, 2021; and

THAT Council give first second and third readings to City of West Kelowna Ticket Information Utilization Amendment Bylaw No. 0095.43;

AND FURTHER THAT Council direct staff to enter into third party servicing agreements to support compliance and enforcement activities for short term accommodations.

CARRIED UNANIMOUSLY

8.3.7 P21-02 Replacement CARIP Program Request

It was moved and seconded

Resolution No. C223/21

THAT Council endorse the following resolution “The City of West Kelowna calls for the need of a swift replacement to the CARIP program, one that provides consistent, non-application based funding to allow the City of West Kelowna and other municipalities to continue their work and progress towards meeting the requirements of the BC Climate Action Charter”; and

THAT Council direct staff to share this resolution with the Union of British Columbia Municipalities (UBCM) prior to June 30, 2021 for consideration; and

THAT Council direct the Mayor to share this resolution with the Hon. Josie Osborne, Minister of Municipal Affairs, and the Hon. George Heyman, Minister of the Environment and Climate Change Strategy prior to June 30, 2021 for their consideration.

CARRIED UNANIMOUSLY

8.4 ENGINEERING / PUBLIC WORKS / PARKS

8.4.1 Water Regulation Bylaw No. 274

It was moved and seconded

Resolution No. C224/21

THAT Council give first, second, and third reading to “City of West Kelowna Water Regulation Bylaw No. 274, 2021” and;

THAT Council give first, second, and third reading to “City of West Kelowna Fees and Charges Amendment Bylaw No. 0028.71, 2021” and;

THAT Council give first, second, and third reading to “City of West Kelowna Ticket Information Utilization Bylaw No. 0095.44, 2021” and;

THAT Council give first, second, and third reading to “Bylaw Notice Enforcement Amendment Bylaw No. 0093.47, 2021”.

CARRIED UNANIMOUSLY

8.5 FIRE RESCUE SERVICES

8.6 CORPORATE INITIATIVES

9. CORRESPONDENCE AND INFORMATION ITEMS

10. NOTICE OF MOTION

11. ADJOURNMENT OF THE REGULAR MEETING

The meeting adjourned at 9:53 p.m.

MAYOR

LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER