



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

Tuesday, October 24, 2023  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Mayor Gord Milsom  
Councillor Tasha Da Silva  
Councillor Jason Friesen  
Councillor Stephen Johnston  
Councillor Garrett Millsap  
Councillor Carol Zanon

MEMBER ABSENT: Councillor Rick de Jong

Staff Present: Paul Gipps, CAO  
Allen Fillion, Director of Engineering / Operations  
Warren Everton, Director of Finance / CFO  
Sandy Webster, Director of Corporate Initiatives  
Michelle Reid, Director of Human Resources  
Jason Brolund, Fire Chief  
Brad Savoury, Director of Legal Services  
Brent Magnan, Director of Development Approvals  
Greg Woodcox, Sgt., RCMP  
Corinne Boback, Legislative Services Manager/Corporate Officer  
Bob Dargatz, Development Manager/Approving Officer  
Chris Oliver, Planning Manager  
Lisa Siavashi, Financial Services Manager/Deputy CFO  
Lisa Hault, Health, Safety & Wellness Manager  
Mike Cain, Bylaw Services Manager  
Natasha Patricelli, Legislative Services Assistant

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

The meeting was called to order at 6:07 p.m.

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

This meeting is open to the public. All representations to Council form part of the public record. The meeting was webcast live and archived on the City's website.

## 2. INTRODUCTION OF LATE ITEMS

### 2.1 Submission for DVP 23-08, Development Variance Permit, 2516 Pinnacle Ridge Drive (Item 8.3.4)

Correspondence received from:

- Brenton Bartel

## 3. ADOPTION OF AGENDA

It was moved and seconded

Resolution No. C349/23

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

CARRIED UNANIMOUSLY

## 4. ADOPTION OF MINUTES

### 4.1 Minutes of the Special Council Meeting held Tuesday, October 10, 2023 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C350/23

**THAT** the minutes of the Special Council Meeting held Tuesday, October 10, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

### 4.2 Minutes of the Regular Council Meeting held Tuesday, October 10, 2023 in the City of West Kelowna Council Chambers

It was moved and seconded

Resolution No. C351/23

**THAT** the minutes of the Regular Council Meeting held Tuesday, October 10, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

#### **4.3 Minutes of the Special Council Meeting held Wednesday, October 18, 2023 in the City of West Kelowna Council Chambers**

It was moved and seconded

Resolution No. C352/23

**THAT** the minutes of the Special Council Meeting held Wednesday, October 18, 2023 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

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

Council announced that the City of West Kelowna has sold 2570 Bartley Road to BC Housing for \$3.7 million, effective Oct. 31. BC Housing approached the City to help identify lands for various supportive, transitional and other social housing types. The City will lease the site from BC Housing and no changes to the existing Public Works Yard are expected until BC housing has provided its long-term development plan for the property.

The BC Municipal Safety Association has given the City of West Kelowna the 2023 Organizational Safety Excellence Award for leadership, dedication, and diligence in creating a safer and healthier workplace and helping injured workers recover and return to their jobs. Health, Safety and Wellness Manager Lisa Hault was also awarded the Health and Safety Stewardship Award for extraordinary leadership in developing policies, procedures, tools, and communications in support of employees' wellbeing. Council thanked all staff for contributing towards keeping City workplaces safe and healthy.

Council invited the community to attend the Royal Canadian Legion Westbank Branch's Remembrance Day ceremonies in West Kelowna from 10 a.m. to noon on Saturday, Nov. 11 at Royal LePage Place. Find more information at [westkelownacity.ca/remembranceday](https://westkelownacity.ca/remembranceday). Council also encouraged the community to support Canada's veterans by purchasing a poppy at various locations, including Municipal Hall, starting Thursday, Oct. 26.

Council wished everyone a safe and happy Halloween next Tuesday, Oct. 31 and encouraged the community to check out the West Kelowna Recreation Guide for fun seasonal activities at [westkelownacity.ca/recguide](https://westkelownacity.ca/recguide) and year-round events at [westkelownacity.ca/communityevents](https://westkelownacity.ca/communityevents).

#### **5.1 Appointments**

It was moved and seconded

Resolution No. C353/23

Regarding the Appointment of Central Okanagan Economic Development Commission Representative

**THAT** Council appoint Councillor Friesen, as representative, and Councillor Da Silva as the alternate, effective November 1, 2023, to the Central Okanagan Economic Development Commission for a one-year term; and

Regarding the Appointment of Okanagan Regional Library Board Representative and Alternate

**THAT** Council appoint Councillor Da Silva, as representative, and Councillor Zanon as the alternate, effective November 1, 2023, to the Okanagan Regional Library Board for a one-year term; and

Regarding the Appointment of Airport Advisory Committee Representative and Alternate

**THAT** Council appoint Councillor de Jong, as representative, and Councillor Millsap as the alternate, effective November 1, 2023, to the Airport Advisory Committee for a one-year term; and

Regarding the Appointment of Municipal Insurance Association Representative and Alternate

**THAT** Council appoint Councillor Zanon, as representative, and Councillor Millsap as the alternate, effective November 1, 2023, to the Municipal Insurance Association for a one-year term.

CARRIED UNANIMOUSLY

**6. DELEGATIONS**

**7. UNFINISHED BUSINESS**

**8. DIVISION REPORTS**

**8.1 CHIEF ADMINISTRATIVE OFFICER**

**8.1.1 Rose Valley Water Treatment Plant Update**

The Director of Engineering and Operations provided a PowerPoint presentation on the Rose Valley Water Treatment Plant (RVWTP) and discussed the two phase approach to bring the RVWTP on-line, identified which areas will receive water and when, along with the communications and engagement activities and was available for questions and comments from Council.

### **8.1.2 2023 Department Statistics – 3rd Quarter**

The CAO introduced the Department Statistics 3rd Quarter report and allowed Council the opportunity to ask questions to staff.

## **8.2 FINANCIAL SERVICES**

### **8.2.1 2024 Permissive Tax Exemption Bylaw**

It was moved and seconded

Resolution No. C354/23

**THAT** Council adopt “Property Tax Exemption Bylaw No. 0311, 2023.”

CARRIED UNANIMOUSLY

## **8.3 DEVELOPMENT SERVICES**

### **8.3.1 Z 22-05; OCP Amendment Bylaw No. 300.01, 2023 and Zoning Amendment Bylaw No. 265.01, 2022 (Adoption); 1045 Bear Creek Rd**

It was moved and seconded

Resolution No. C355/23

**THAT** Council rescind third reading to City of West Kelowna Official Community Plan Amendment Bylaw No. 100.68, 2022 (File Z 22-05); and

**THAT** Council give third reading as amended to City of West Kelowna Official Community Plan Amendment Bylaw No. 300.01, 2023; and

**THAT** Council adopt the City of West Kelowna Official Community Plan Amendment Bylaw No. 300.01, 2023; and

**THAT** Council adopt the City of West Kelowna Zoning Amendment Bylaw No. 0265.01, 2022.

CARRIED UNANIMOUSLY

### **8.3.2 Complete Communities Program Application - Funding Approval**

The CAO introduced the Information Report from the Director of Development Approvals and Council did not have any questions or comments for staff.

**8.3.3 Z 22-09 & DVP 23-07; Zoning Amendment Bylaw No. 0265.02, 2022 (Adoption) and Development Variance Permit; 3349 Glenrosa Road**

The Director of Development Approvals provided a PowerPoint presentation and was available for questions and comments from Council.

The property owner, Desmond O'Brian of 3349 Glenrosa Road, provided a verbal update on the negative recommendation to Council on the issuance of the Development Variance Permit on the property and was available for questions and comments from Council.

It was moved and seconded

Resolution No. C356/23

**THAT** Council authorize issuance of a Development Variance Permit (DVP 23-07) to vary the following sections of the Works and Services Bylaw No. 0294:

- Schedule 3 of the Works and Services Bylaw to allow an RU2 zoned property to be serviced community water by pump as opposed to gravity;
- 3.2.3 – to connect a property to community water in absence of adequate fire flow; and
- 3.1.6 – to exempt frontage improvement (or cash in lieu) at time of subdivision to the unnamed access road (rural reserve local standard).

DEFEATED; Mayor Milsom, Councillors Da Silva, Zanon and Friesen opposed

It was moved and seconded

Resolution No. C357/23

**THAT** Council adopt the City of West Kelowna Zoning Amendment Bylaw No. 0265.02, 2022; and

**THAT** Council authorize issuance of Development Variance Permit (DVP 23-07) to vary the following sections of the Works and Services Bylaw No. 0249:

- Schedule 3 to allow a RU2 zoned property to be serviced community water by pump as opposed to gravity; and
- S.3.2.3 – to connect a property to community water in absence of adequate fire flow; and

**THAT** Council deny the issuance of a Development Variance Permit (DVP 23-07) to exempt S.3.1.6 for frontage improvement (or cash in lieu) at time of subdivision to Glenrosa Road (rural arterial standard) and the unnamed access road (rural reserve local standard).

CARRIED; Councillors Johnston and Millsap opposed

**8.3.4 DVP 23-08, Development Variance Permit for 2516 Pinnacle Dr**

The applicant and owner, Kelly Doell of 2506 Tallus Heights Lane provided a verbal update on the negative staff recommendation to Council on the issuance of a Development Variance Permit for 2516 Pinnacle Drive and was available for questions and comments from Council.

It was moved and seconded

Resolution No. C358/23

**THAT** Council deny the issuance of a Development Variance Permit (DVP 23-08) for 2516 Pinnacle Drive to vary S.3.18.2 of Zoning Bylaw No. 0265 to increase the maximum gross floor area of a secondary suite from 1076 ft<sup>2</sup> to 1432 ft<sup>2</sup>; and

**THAT** Council direct staff to close the file.

CARRIED UNANIMOUSLY

**8.4 RECREATION AND CULTURE**

**8.5 ENGINEERING / PUBLIC WORKS / PARKS**

**8.6 CORPORATE INITIATIVES**

**8.7 FIRE RESCUE SERVICES**

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. NOTICE OF MOTION**

**11. ADJOURNMENT OF THE REGULAR MEETING**

The meeting adjourned at 8:00 p.m.

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MAYOR

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LEGISLATIVE SERVICES MANAGER/CORPORATE OFFICER