

**City of Kelowna
Regular Council Meeting
AGENDA**



Monday, May 25, 2020

9:00 am

Knox Mountain Meeting Room (#4A)

City Hall, 1435 Water Street

Pages

1. Call to Order

2. Confirmation of Minutes

2 - 3

Regular AM Meeting - May 11, 2020

3. Resolution Closing the Meeting to the Public

THAT this meeting be closed to the public pursuant to Section 90(1) (c), (e), (f) and Section 90(2) (b) of the Community Charter for Council to deal with matters relating to the following:

- Labour Relations
- Disposition of Land or Improvements
- Law Enforcement
- Confidential Information from the Province.

4. Adjourn to Closed Session

5. Reconvene to Open Session

6. Issues Arising from Correspondence & Community Concerns

6.1 Council Meeting Participation Options

15 m

4 - 5

To consider options and provide direction on Council meeting participation during the COVID-19 pandemic.

6.2 Mayor Basran, re: Issues Arising from Correspondence

30 m

7. Termination



**City of Kelowna
Regular Council Meeting
Minutes**

Date: Monday, May 11, 2020
 Location: Knox Mountain Meeting Room (#4A)
 City Hall, 1435 Water Street

Members Present Mayor Colin Basran, Councillors Maxine DeHart, Gail Given,
 Mohini Singh, Luke Stack and Loyal Wooldridge

Members Participating Remotely Councillors Ryan Donn, Charlie Hodge and Brad Sieben

Staff Present City Manager, Doug Gilchrist; City Clerk, Stephen Fleming

(* Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 9:12 a.m.

Moved By Councillor Wooldridge/Seconded By Councillor Stack

R0337/20/05/11 THAT the Minutes of the Regular AM Meeting of May 4, 2020 be confirmed as circulated.

Carried

3. Resolution Closing the Meeting to the Public

Moved By Councillor Stack/Seconded By Councillor Singh

R0338/20/05/11 THAT this meeting be closed to the public pursuant to Section 90(1) (a), (c), (f) and Section 90(2) (b) of the Community Charter for Council to deal with matters relating to the following:

- Third Party Personal Information
- Labour Relations
- Law Enforcement
- Confidential Information from the Province

Carried

4. Adjourn to Closed Session

The meeting adjourned to a closed session at 9:13 a.m.

5. Reconvene to Open Session

The meeting reconvened to an open session at 12:12 p.m.

6. **Issues Arising from Correspondence & Community Concerns**

There were no issues arising.

7. **Termination**

The meeting was declared terminated at 12:12 p.m.

Mayor Basran

/sf/acm



City Clerk

DRAFT

Report to Council



Date: May 25, 2020
To: Council
From: City Manager
Subject: Council Meeting Participation Options
Department: Office of the City Clerk

Recommendation:

THAT Council receive, for information, the report from the Office of the City Clerk dated May 25, 2020 with respect to Council meeting participation options;

AND THAT Council direct staff to proceed with Option 1 described in the report from the Office of the City Clerk dated May 25, 2020.

Purpose:

To consider options and provide direction on Council meeting participation during the COVID-19 pandemic.

Background:

In response to the public health guidelines and requirements associated with the COVID-19 pandemic, Council has been holding meetings with some members of Council participating remotely via videoconference since March 23, 2020. This has allowed for appropriate physical distancing for Council members as well as staff and maintains capacity for members of the public to attend public hearings within the limit of 50 people for gatherings. With the ongoing restrictions, staff are bringing forward Council participation options to continue to meet public health guidelines.

Discussion:

Following a review of different options, staff are bringing forward two options for Council to consider for participating in Council meetings during the COVID-19 pandemic.

Option 1: Rotating Schedule for Remote Participation

Under this option, approximately half of Council members would participate in meetings remotely following a rotating schedule. For example, half of Council members would participate remotely one

week and in-person the next, with the other half of Council on the opposite schedule. Members of Council could participate individually from home or another meeting room at City Hall could be used for those participating remotely.

Option 2: Engineered Solution for Council Chambers

Staff have done a preliminary assessment of options to modify Council Chambers by adding physical barriers to allow all of Council to participate in-person. Installing plexiglass barriers between Councillors would require an engineered design and the existing configuration presents challenges with extending barriers beyond the desks. Should Council wish to pursue option, a detailed design and cost estimate would need to be undertaken. This option would address Monday afternoon meetings and Tuesday evening public hearings and meetings.

Conclusion:

Staff recommend proceeding with Option 1, with a rotating schedule for members of Council to participate remotely and in-person. A schedule would be set up until the Labour Day long weekend, at which time Council meeting participation options could be reviewed to determine the best approach going forward. Staff will also continue to monitor provincial health orders and guidelines and bring forward any other changes as needed.

Considerations applicable to this report:

Financial/Budgetary Considerations: A cost estimate for Option 2 would be prepared and brought forward for Council consideration should Council direct staff to proceed with that option.

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Internal Circulation:

Existing Policy:

External Agency/Public Comments:

Communications Comments:

Submitted by:

L. Bentley, Deputy City Clerk

Approved for inclusion: S. Fleming, City Clerk