

# City of Kelowna

## Regular Council Meeting

### AGENDA



Monday, May 10, 2021

9:00 am

Council Chamber

City Hall, 1435 Water Street

Pages

1. **Call to Order**
2. **Confirmation of Minutes** 2 - 3  
Regular AM Meeting - April 26, 2021
3. **Reports**
  - 3.1. **Council Engagement in the Capital Planning Process** 90 m 4 - 13  
To determine how Council experiences the City's current capital planning process.
4. **Resolution Closing the Meeting to the Public**

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

  - Labour Relations
  - Law Enforcement
  - Municipal Objectives, Measures and Progress
  - Confidential Information from the Province
5. **Adjourn to Closed Session**
6. **Reconvene to Open Session**
7. **Issues Arising from Correspondence & Community Concerns**
  - 7.1. **Mayor Basran, re: Issues Arising from Correspondence** 30 m
8. **Termination**



## City of Kelowna Regular Council Meeting Minutes

Date: Monday, April 26, 2021  
Location: Council Chamber  
City Hall, 1435 Water Street

Members Present Mayor Colin Basran, Councillors Maxine DeHart, Gail Given, Brad Sieben and Loyal Wooldridge

Members participating remotely Councillors Ryan Donn, Charlie Hodge and Luke Stack

Members Absent Councillor Mohini Singh

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 9:05 a.m.

### 2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Wooldridge

R0442/21/04/26 THAT the Minutes of the Regular AM Meeting of April 19, 2021 be confirmed as circulated.

Carried

### 3. Resolution Closing the Meeting to the Public

Moved By Councillor DeHart/Seconded By Councillor Donn

R0443/21/04/26 THAT this meeting be closed to the public pursuant to Section 90(1) (e) and (2)(b) of the Community Charter for Council to deal with matters relating to the following:

- Exclusion of Lands or Improvements
- Confidential Information from the Province

Carried

4. **Adjourn to Closed Session**

The meeting adjourned to a closed session at 9:05 a.m.

5. **Reconvene to Open Session**

The meeting reconvened to an open session at 12:08 p.m.

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

There were no issues arising.

7. **Termination**

The meeting was declared terminated at 12:08 p.m.

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Mayor Basran

sf/acm



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City Clerk

DRAFT

# Report to Council



**Date:** May 10, 2021  
**To:** Council  
**From:** City Manager  
**Subject:** Council Engagement in the Capital Planning Process  
**Department:** Infrastructure Engineering

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## Recommendation:

THAT Council receives, for information, the report from the Infrastructure Department dated May 10th, 2021, with respect to Council's engagement in the Capital Planning Process.

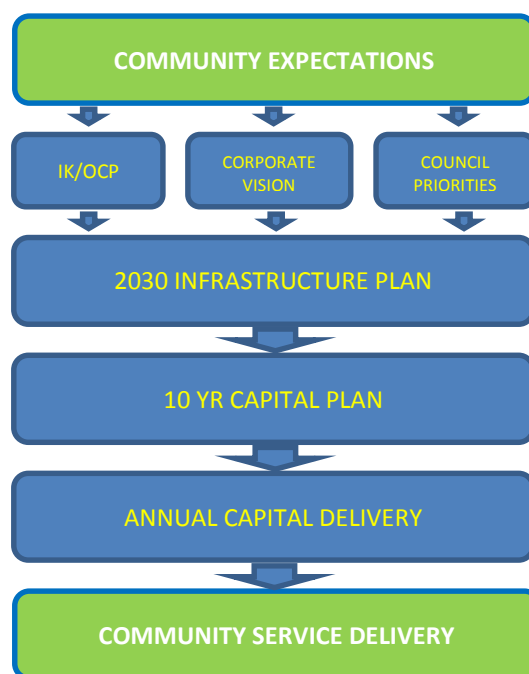
## Purpose:

To determine how Council experiences the City's current capital planning process.

## Background:

The City's long-range capital planning process was changed in 2016 with the adoption of the 2030 Infrastructure Plan. The 2030 Infrastructure Plan is the City's strategic capital plan and is the link between the higher-level planning documents (i.e. Imagine Kelowna, Official Community Plan, Council and Corporate Priorities) and the infrastructure delivery plans (i.e. 10-Year Capital Plan and the Annual Capital Plan). Council endorsed the 2030 Infrastructure Plan in April 2016, which set the direction for infrastructure investment until 2030. Recognizing that emerging issues and community priorities change, the 10-Year Capital Plan was developed and is updated annually to respond to these changing conditions. The Annual Capital Plan is, in turn, directed by the 10-Year Capital Plan and in the end, the City delivers infrastructure that the community expects.

This capital planning process has been in place for 4-years with annual updates to the 10-Year Capital Plan occurring each year. With the update to the OCP and several key capital planning documents scheduled to be completed in the next year it is time to check in with Council to ensure the current capital planning process is meeting their needs.



This workshop, facilitated by Martin Bell from Urbans Systems, is limited to three focal points:



1. An Appreciative Inquiry exercise to hear what Council has learned and appreciates about the City's current approach to capital planning. In other words, hearing what works for Council.
2. A descriptive exercise to understand the expectations, conflicts, and dynamic tensions Council experiences in the current approach to capital planning.
3. A story building exercise designed to elicit a viewpoint on how Council might best participate and add value, while remaining at the governance level with respect to the capital plan process.

Post workshop, the City's capital planning team will reconvene to debrief on what was heard and to reflect on how this will affect the near-term update to the 10-Year Capital Plan and the longer term impacts to the City's capital planning processes and Council's involvement going forward. A follow-up workshop(s) may be required should further direction and refinement be needed.

**Internal Circulation:**

Asset Manager  
Budget Supervisor  
Divisional Director, Corporate Strategic Services  
Divisional Director, Financial Services  
Divisional Director, Infrastructure Division  
Financial Analyst – Infrastructure  
Financial Planning Manager

Submitted by:

J. Shaw, P.Eng  
Infrastructure Engineering Manager

**Approved for inclusion:**



A. Newcombe, Infrastructure Divisional Director

Attachment 1 - Council Engagement on Capital Planning Presentation

cc:

Divisional Director, Corporate Strategic Services  
Divisional Director, Financial Services  
Divisional Director, Infrastructure Division  
Financial Planning Manager  
Budget Supervisor  
Financial Analyst – Infrastructure  
Asset Manager

A scenic photograph of a city and mountains viewed from a hillside. In the foreground, a wooden bench sits on a dirt path next to a wooden fence. The city below is densely packed with trees and buildings, with a body of water visible in the distance. The sky is blue with scattered clouds, and the sun is low on the horizon, creating a warm glow. The text "COUNCIL ENGAGEMENT IN THE CAPITAL PLANNING PROCESS" is overlaid on the left side of the image.

# COUNCIL ENGAGEMENT IN THE CAPITAL PLANNING PROCESS

May 10, 2021







# SESSION OVERVIEW

- 1) “A listening session”
- 2) Showing and not telling, educating or teaching
- 3) Learning through inquiry about how Council experiences the city
- 4) Gaining insight and perspective to make our approach better



The session today is intended as a piece of continuous improvement to get better in how we collectively shape, develop and implement our capital planning.

NG

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by Council:

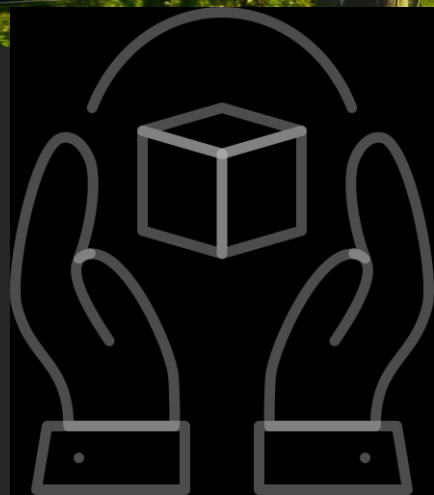
- Defining Council's role in how items move into or out of our capital plans
- Providing clear, timely and consistent information on how a project is determined to be a P1 or P2
- The method for costing items in the plan and the means to communicate when those costs evolve and why
- Shaping the relationship between the Council Priorities process and our capital plan





# APPRECIATIVE INQUIRY





# EXPLORING OUR GOVERNANCE RESPONSIBILITIES





# AN EXPERIENTIAL QUESTION

- How do you experience the City's current approach to capital planning? How does it make you feel vs. your understanding of your governance responsibilities as a member of City Council?





# EXPLORING DYNAMIC TENSION





# BUILDING OUR CAPITAL PLANNING STORY