

# City of Kelowna

## Regular Council Meeting

### AGENDA



Monday, March 14, 2022

11:00 am

Council Chamber

City Hall, 1435 Water Street

Pages

1. **Call to Order**
2. **Confirmation of Minutes** 2 - 3  
Regular AM Meeting - March 7, 2022
3. **Reports**
  - 3.1. **Citizen Recognition - Overview** 15 m 4 - 16  
To update Council on the existing policies and programs that pertain to citizen recognition.
4. **Resolution Closing the Meeting to the Public**  
THAT this meeting be closed to the public pursuant to Section 90(1) (e) of the Community Charter for Council to deal with matters relating to the following:
  - Acquisition of Land
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** 15 m
8. **Termination**



## City of Kelowna Regular Council Meeting Minutes

Date: Monday, March 7, 2022  
 Location: Council Chamber  
 City Hall, 1435 Water Street

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

Members participating Remotely Councillors Charlie Hodge and Ryan Donn\*

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 10:06 a.m.

### 2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Wooldridge

**R0154/22/03/07** THAT the Minutes of the Regular AM Meeting of February 28, 2022 be confirmed as circulated.

**Carried**

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

Moved By Councillor Stack/Seconded By Councillor Given

**R0155/22/03/07** THAT this meeting be closed to the public pursuant to Sections 90(1) (a) (c) (e), and (j) and Section 90(2) (b) of the Community Charter for Council to deal with matters relating to the following:

- Appointment of Officer
- Acquisition of Land
- Labour Relations
- Third Party Information
- Confidential Information from the Province

**Carried**

4. **Adjourn to Closed Session**

The meeting adjourned to a closed session at 10:06 a.m.

5. **Reconvene to Open Session**

The meeting reconvened to an open session at 12:28 p.m. with Councillor Sieben in attendance and Councillor Donn absent.

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

There were no issues arising.

7. **Termination**

The meeting was declared terminated at 12:28 p.m.

\_\_\_\_\_  
Mayor Basran

sf/acm

  
\_\_\_\_\_  
City Clerk

# Report to Council



**Date:** March 14, 2022  
**To:** Council  
**From:** City Manager  
**Subject:** Citizen Recognition – An Overview  
**Department:** Office of the City Clerk

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## **Recommendation:**

THAT Council receives, for information, the report from the City Clerk dated March 14, 2022, with respect to Citizen Recognition policies and programs

## **Purpose:**

To update Council on the existing policies and programs that pertain to citizen recognition.

## **Background:**

Council requested an overview of existing policy related to citizen recognition.

## **Discussion:**

The City has established numerous policies and programs that recognize citizens. They were created and are administered in a variety of ways, and there is no one source to go to that lists them all in one location.

Policy/Program	Purpose	Comments
<b>Freedom of the City</b> <a href="#">Freedom of the City Award</a>	The highest award bestowed by Council, to an individual or military unit	Bestowed 18 times since 1946, most recently in 2015; requires unanimous decision of all Council.
<b>Civic &amp; Community Awards</b> <a href="#">Civic and Community Awards Program Council Policy 382</a>	The Awards recognize outstanding contributions and achievements in various categories, annually	Twelve award categories; 11 of which are recommended by the Civic & Community Awards Council Advisory Committee
<b>Anita Tozer Memorial Award</b> <a href="#">Anita Tozer Memorial Award</a>	Awarded to an individual or group in recognition of an extraordinary and positive contribution to the quality of life in Kelowna	Awarded annually since 2000, requires unanimous decision of all Council

<b>Policy/Program</b>	<b>Purpose</b>	<b>Comments</b>
<b>Civic Facility Naming</b> <a href="#">Civic Community Facility Naming Policy 343</a>	Establishes uniform, consistent policies for naming City owned facilities. Responsibility is by Council resolution.	Requires a Council resolution (majority vote; not unanimous)
<b>Commemorative Recognitions in City Parks</b> <a href="#">Commemorative Recognitions Policy 242</a>	Establishes acceptable criteria for commemorative or memorial recognitions in City parks and outdoor public spaces	Approved by Parks Services Manager
<b>Parks Amenity Donation Program</b> <a href="#">Park Amenity Donation program</a>	Establishes program for celebrating a special occasion or to honour a legacy by donating to a city park	<b>Program suspended</b> Examples: bench, picnic table, tree, bike rack, drinking fountain, dog bag dispenser, playground equipment
<b>Street Names (1)</b> <a href="#">Street Naming, Street Name and Address Changes and Compensation No. 363</a>	Historic Street Name list can be requested by residents of the city via petition signed by a minimum of two thirds of the owners of property directly affected by the proposed street name change. The list is also available for development applicants to use for subdivision construction.	New streets are named at subdivision – applicant submits street names for new development that are reviewed by staff prior to subdivision plan being submitted to the Land Title Office  Updates to Historic Street Name list infrequent (2017) and could be updated and/or refocused, list compiled by Okanagan Historical Society
<b>Street Names (2)</b>	Streets can be named or re-named by bylaw	Name adopted by bylaw by a majority Council vote
<b>Council Natural Person Authority</b>	Council may name anything within their area of responsibility	Requires a Council resolution (majority vote; not unanimous)

The Parks Amenity Donation Program is suspended temporarily for staff to work through the number of requests received and to determine a needs-assessment to determine which types of park amenities are most needed by geographic area.

#### **Conclusion:**

There are varied options available to Council to recognize members of the public. Staff will consolidate the recognition options, so they are in one place and easy to find.

Considerations not applicable to this report:

Internal Circulation:

*Legal/Statutory Authority:*

*Legal/Statutory Procedural Requirements:*

*Financial/Budgetary Considerations:*

*External Agency/Public Comments:*

*Communications Comments:*

Submitted by:

Stephen Fleming, City Clerk





# Citizen Recognition Overview

March 2022



# Freedom of the City Award

- ▶ Highest award bestowed by Council to individual or military unit
- ▶ Bestowed 18 times since 1946, most recently in 2015
- ▶ Requires unanimous decision of all of Council
- ▶ Council Policy No. 299



# Civic & Community Awards

- ▶ Recognizes outstanding contributions & achievements annually
- ▶ 12 categories
  - ▶ 11 recommended by Civic & Community Awards Council Advisory Committee
  - ▶ 1 recommended by Council (Anita Tozer Memorial Award)
- ▶ Council Policy No. 382

# Anita Tozer Memorial Award

- ▶ Recognizes extraordinary & positive contribution of individual or group to quality of life in Kelowna
- ▶ Awarded annually since 2000
- ▶ Requires unanimous decision of all of Council

# Civic Facility Naming

- ▶ Uniform, consistent policies for naming City-owned facilities
- ▶ Requires Council resolution (majority vote)
- ▶ Council Policy No. 343

# Commemorative Recognitions in City Parks

- ▶ Acceptable criteria for commemorative or memorial recognitions in City parks & outdoor public spaces
- ▶ Requires approval by Parks Services Manager
- ▶ Council Policy No. 242

# Parks Amenity Donation Program

- ▶ Program for celebrating a special occasion or to honour a legacy by donating to a City park
  - ▶ Examples: bench, picnic table, tree, bike rack, etc.
- ▶ Program is currently suspended for review & needs assessment

# Street Names

- ▶ Historic street name list
- ▶ New streets named at time of subdivision
- ▶ Residents can request street re-naming by petition
- ▶ Council can name or re-name streets by bylaw
- ▶ Council Policy No. 363



# General Authority

- ▶ Council may name anything within their area of responsibility
- ▶ Requires a Council resolution (majority vote)



*Questions?*

For more information, visit [kelowna.ca](http://kelowna.ca).