### City of Kelowna Regular Council Meeting AGENDA



| Mono            | day, Mar   | ch 14, 2022  |           |        |  |  |
|-----------------|--|--|-----------|--------|--|--|
| 11:00           | am   |  |           |        |  |  |
| Council Chamber |  |  |           |        |  |  |
| City H          | Hall, 1439   | 5 Water Street   |           | _      |  |  |
|                 |  |  |           | Pages  |  |  |
| 1.              | Call to  | Order  |           |        |  |  |
| 2.              | Confirmation of Minutes 2 -  |  |           |        |  |  |
|                 | Regula   | ar 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 recognition. | o citizen |        |  |  |
| 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      |        |  |  |
| o               | Tormi  | nation   |           |        |  |  |

8. Termination



#### City of Kelowna Regular Council Meeting Minutes

| Date:<br>Location:                | Monday, March 7, 2022<br>Council Chamber<br>City Hall, 1435 Water Street                                    |
|-----------------------------------|---|
| Members Present                   | Mayor Colin Basran, Councillors Maxine DeHart, Gail Given, Brad Sieben*,<br>Luke Stack and Loyal Wooldridge |
| Members participating<br>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

<u>Ro154/22/03/07</u> 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

<u>Ro155/22/03/07</u> 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

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Date: March 14, 2022

To: Council

From: City Manager

Subject: Citizen Recognition – An Overview

Department: Office of the City Clerk

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

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

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

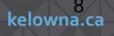
March 2022





### 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

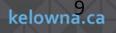




### Civic & Community Awards

Recognizes outstanding contributions & achievements annually

- ▶ 12 categories
  - > 11 recommended by Civic & Community Awards Council Advisory Committee
  - I recommended by Council (Anita Tozer Memorial Award)
- Council Policy No. 382





### Anita Tozer Memorial Award

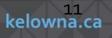
- Recognizes extraordinary & positive contribution of individual or group to quality of life in Kelowna
- Awarded annually since 2000
- Requires unanimous decision of all of Council





### **Civic Facility Naming**

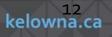
- Uniform, consistent policies for naming City-owned facilities
- Requires Council resolution (majority vote)
- Council Policy No. 343





## 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



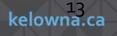


### Parks Amenity Donation Program

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

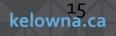
- New streets named at time of subdivision
- Residents can request street re-naming by petition
- Council can name or re-name streets by bylaw

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.