

Report to Council



Date: February 25, 2019
File: 0705-61
To: City Manager
From: Christine McWillis, Cultural Services Manager
Subject: Kelowna-Kasugai Sister City Association Sponsor Agreement

Recommendation:

THAT Council authorizes the City to enter into a Sister City Sponsor Agreement with the Kelowna-Kasugai Sister City Association, in the form attached to the Report from the Cultural Services Manager dated February 25, 2019;

AND THAT Council authorizes the Mayor and City Clerk to execute all documents associated with this Agreement.

Purpose:

To consider executing a Sponsor Agreement with the Kelowna-Kasugai Sister City Association to establish the roles and objectives of the Sister City sponsor organization's relationship with Kasugai, Japan (the Sister City).

Background:

The City of Kelowna recognizes the cultural, educational, recreational and economic benefits that Sister City relationships foster. In pursuit of attaining these benefits, Kelowna and Kasugai became sister cities in 1981.

For over thirty years, the Kelowna-Kasugai Sister City Association has fostered the relationship with Kasugai. They facilitate communications, visits and student exchange programs with the goal of learning more about the areas of culture, education, commerce, athletics, civic affairs and our two environments.

In addition to delegations and school exchanges with the Sister City, the Association supports local, community events such as Culture Days, hosts Japanese language, cooking and crafting classes and annual fundraisers, such as Taste of Japan.

The most recent Sponsor Agreement expired in December 2017. Through 2018, Cultural Services staff worked with the Association as they developed a workplan for the upcoming three years.

The plan highlights key tasks for their Board of Directors, membership, community involvement and fundraising. These include:

- redefining roles and responsibilities of key positions
- the development of a policy and procedures manual
- review of membership and membership recruitment
- enhance the Taste of Japan event and new fundraising opportunities
- continue to participate in culture days as well as offering Japanese language, craft and cooking classes
- enhance collaborations with similar interest groups.

With a workplan in place, the 2019-2021 Sponsor Agreement (attached) itemizes roles and responsibilities of both the Kelowna-Kasugai Sister City Association and the City of Kelowna in fulfilling the objectives of the Sister City Policy and the Sister City relationship with Kasugai, Japan.

The term of this Agreement is for three years with the possibility of renewal for an additional period of up to five years, pursuant to the Sister Cities Policy.

Existing Policy:

Policy 355 - Sister Cities Policy

Considerations not applicable to this report:

Alternate Recommendation

Internal Circulation

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

Financial/Budgetary Considerations

Personnel Implications

External Agency/Public Comments

Communications Comments

Submitted by: C.McWillis, Cultural Services Manager

Approved for inclusion: J. Gabriel, Divisional Director Active Living and Culture

Attachments:

Sponsor Agreement (2019-2021)

cc:

Stephen Fleming, Chief Clerk

Carson Chan, Payroll & Internal Controls

Amanda Lamberti, Communication Coordinator

Arlene Henderson, President – Kelowna-Kasugai Sister City Association