



City of Kelowna
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Council Policy

Council Chamber – Additional Use

APPROVED August 10, 1982

Contact Department: Office of the City Clerk

Guiding Principle

Council Chamber is a unique facility where the business of the City is conducted by Council thus requiring care and maintenance of the public gallery, as well as Council related technology and equipment.

Purpose

To provide for additional use of Council Chamber during regular business hours as a resource for City business and community events as appropriate.

Application

All requests for the use of Council Chambers over and above meetings of Kelowna City Council.

Policy Statements

1. Priority use of Council Chamber is for Kelowna City Council to conduct their Regular Meetings, Public Hearings, Special Meetings or Committee of the Whole Meetings as required.
2. The following are considered acceptable additional uses subject to availability:
 - a. Council Committee meetings;
 - b. Regional District of Central Okanagan Board Meetings and Public Hearings;
 - c. Local Improvement Public Meetings;
 - d. Tax Sale Public Meetings;
 - e. Staff information and training meetings;
 - f. Bylaw Adjudication Hearings;
 - g. City Hall Tours
 - h. RCMP Training sessions;
 - i. Local Government Election information sessions, training and voting location;
 - j. Canadian Citizenship ceremonies
3. Requests for additional use of Council Chambers are to be directed to, and confirmed by, the Office of the City Clerk subject to the meeting needs of Council.
4. Requests for additional use outside of regular business hours, or for uses other than those identified by the policy, are subject to approval of the City Clerk.

Amendments

August 10, 1982 - I126/1982/08/10 – new Council Chamber, policy created
 January 26, 1998 - R54/1998/01/26 – updated list of meeting types held in Chamber; changed approval for exceptions from Council Resolution to City Administrator
 July 24, 2000 - R651/00/07/24 – updated allowable uses to include Council Committees
 April 26, 2010 - R375/10/04/26 – changed approval for exceptions from City Administrator to City Clerk