



“To deliver effective and efficient local government services that benefit our citizens, our businesses, our environment and our future”

THE CORPORATION OF THE CITY OF VERNON

A G E N D A

REGULAR OPEN MEETING OF COUNCIL

CITY HALL COUNCIL CHAMBER

MONDAY, FEBRUARY 11, 2019

AT 8:40 AM

1. **CALL REGULAR MEETING TO ORDER AND MOVE TO COMMITTEE OF THE WHOLE**
2. **RESOLUTION TO CLOSE MEETING**
 - A. BE IT RESOLVED that the meeting be closed to the public in accordance with Section 90 of the *Community Charter* as follows:
 - a) *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
 - d) *the security of the property of the municipality;*
 - e) *the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality*
3. **ADJOURN TO OPEN COUNCIL AT 1:30 PM**
 - A. THAT the Agenda for the February 11, 2019, Regular Open Meeting of Council be adopted as circulated.
4. **ADOPTION OF MINUTES AND RECEIPT OF COMMITTEE OF THE WHOLE AND PUBLIC HEARING RECORD**
 - A. THAT the minutes of the Regular Meeting of Council held January 21, 2019 be adopted; **(P. 9)**

AGENDA

MINUTES

AND FURTHER, that the minutes of the Committee of the Whole Meeting of Council held January 21, AND January 31, 2019, be received.

5. BUSINESS ARISING FROM THE MINUTES

6. GENERAL MATTERS

**PRESENTATION –
CERTIFICATES OF
APPRECIATION –
2017/2018
SUSTAINABILITY
GRANTS**

- A. Mayor Cumming will present Certificates of Appreciation to the recipients of the 2017/2018 Sustainability Grants.

**PRESENTATION – RCMP
QUARTERLY REPORT
(P. 22)**

- B. Supt. Shawna Baher, OIC, RCMP, will attend to provide the RCMP Fourth Quarter report for 2018.

- Report to Council October to December 2018

**DELEGATION:
DOWNTOWN VERNON
ASSOCIATION
(15 MINUTES)**

- C. Council at its meeting of January 25, 2019, invited the Downtown Vernon Association to attend Council. Shanna Rowney, Vice Chair of the Board of Directors and David Scarlatestcu, Chair, Municipal Relations Committee will attend to review the Mandate, Structure and Strategic Plan of the Downtown Vernon Association.

THAT Council receives the delegation from Shanna Rowney, Vice Chair of the Board of Directors and David Scarlatestcu, Chair, Municipal Relations Committee, Downtown Vernon Association regarding a review of the Mandate, Structure and Strategic Plan of the Downtown Vernon Association as presented at the February 11, 2019 Regular Council meeting.

7. COUNCIL INQUIRIES

**ADMINISTRATION
UPDATES (P. 40)**

8. ADMINISTRATION UPDATES

- A. THAT Council receive the Administration Updates dated February 11, 2019.

9. UNFINISHED BUSINESS

**2019 – 2020
SUSTAINABILITY
GRANTS PROGRAM
(P. 45)**

- A. THAT Council renew the Sustainability Grants program for 2019 – 2020, as described in the memorandum titled “2019 – 2020 Sustainability Grants Program” from the Environmental Planning Assistant, dated January 29, 2019.

**WINTER CARNIVAL
BUILDING –SITE
INSPECTION (P. 56)**

- B. THAT Council receives the memorandum titled Winter Carnival Building – Site Inspection, from the Manager, Building Services dated January 29, 2019, for information.

**FOLKS ON SPOKES –
VERNON PILOT
PROGRAM (P. 68)**

- C. THAT Council receive and endorse the Folks on Spokes Pilot Project for 2019, as presented in the memorandum dated January 31, 2019 from the Community Safety Coordinator;

AND FURTHER, that following completion of the Pilot Project in October, a report to Council, on the program, be provided.

**RESPONSE TO
DELEGATION – DOGS
OFF-LEASH IN
MARSHALL FIELDS (P. 75)**

- D. THAT Council direct Administration to prepare options for its consideration for an off-leash dog area at Marshall Fields after consultation with the user groups, assessing the current amenities and an environmental assessment of the area;

AND FURTHER, that Council authorize up to \$6,000 for an environmental assessment of Marshall Fields, to be funded from the Parks Reserve.

**CEMETERY MASTER
PLAN (P. 81)**

- E. THAT Council endorse the City of Vernon Cemetery Master Plan, presented at the Committee of the Whole meeting of January 21, 2019 and provided as Attachment 1 of the report titled Cemetery Master Plan, dated January 11, 2019 from the Manager Parks and Public Spaces;

AND FURTHER, that Council directs Administration to provide an implementation and funding strategy for Council's consideration for the projects identified in the Cemetery Master Plan, in advance of the 2020 budget deliberations;

AND FURTHER, that Council directs Administration to complete a pre-design cost estimate and life cycle cost analysis of the cemetery irrigation system and include recommended improvements in the implementation and funding strategy;

AND FURTHER, that Council directs Administration to proceed with development of a new Cemetery Bylaw at a cost of \$3,500 to be funded from the 2017 year end uncommitted, unexpended balance;

AND FURTHER, that Council directs Administration to increase the Cemetery fees by 10% per year for 2019, 2020 and 2021.

10. MATTERS REFERRED: COMMITTEE OF THE WHOLE AND IN-CAMERA

11. NEW BUSINESS

A. Correspondence:

2018 PLANNING AND BUILDING FOURTH QUARTER AND YEAR END STATISTICS SUMMARY (P. 85)

- (i) THAT Council receives the memorandum titled “2018 Planning and Building Fourth Quarter and Year End Statistics Summary” dated January 25, 2019, from the Manager, Economic Development and Tourism and Current Planning Assistant, for information.

OFFICE CONSTRUCTION – INFORMATION SERVICES (P. 90)

- (ii) THAT Council approves the expenditure of \$9,500.00 from the Building Maintenance Reserve for the construction of office space within the Community Services Building for the Information Services Department.

UPPER AND LOWER BX CREEK FLOOD RISK ASSESSMENT, MAPPING AND FLOOD MITIGATION PLANNING GRANT APPLICATION (P. 91)

- (iii) THAT Council support an application to the Community Emergency Preparedness Fund for the Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning Stream for work related to Upper and Lower BX Creek;

AND FURTHER, that Council support proceeding with project should the application be successful;

AND FURTHER, that Council appoint the Mayor, on behalf of Council, to meet with the local Member of the Legislative Assembly to seek active support for funding under the Community Emergency Preparedness Fund.

BC AIR ACCESS PROGRAM GRANT APPLICATION (P. 99)

- (iv) THAT Council endorse the application for grant funding amount under the “2019/20 British Columbia Air Access Program” for the expansion and remediation of Apron 1 at the Vernon Regional Airport as outlined in the memorandum titled BC Air Access Program Grant Application, dated January 25, 2019 from the General Manager, Public Works;

AND FURTHER, that the grant application amount will be based on the detailed construction estimate for the Apron expansion and remediation project when completed.

**SILGA CONVENTION –
ATTENDANCE OF
COUNCIL MEMBERS and
REQUEST FOR
RESOLUTIONS
(P. 111)**

- (v) THAT Council approves _____ *(to be cited by Council)* to attend the 2019 Southern Interior Local Government Association (SILGA) convention in Penticton, BC from April 30 – May 3, 2019.

**NOTICE OF FAILURE TO
FILE – NO PENALTY FEE
PERIOD (P. 122)**

- (vi) THAT Council receives the memo dated January 23, 2019 from Susan Blakely, Chief Elections Officer advising Council of receipt of a 'Notice of Failure to File – No Penalty Fee Period' from Elections BC.

**2018 GRANTS REPORT
(P. 124)**

- (vii) THAT Council receives the memorandum dated February 11, 2019, from the Manager, Communications & Grants, regarding the Grants Updates: January 1 to December 31, 2018.

**2019 OVERTIME
SUMMARY (P. 127)**

- (viii) THAT Council receives the memorandum titled "2018 Overtime Summary" dated January 25, 2019 from the Director financial Services, for information.

B. Reports:

**HESPERIA
DEVELOPMENT
CORPORATION ANNUAL
GENERAL MEETING
(P. 132)**

- (i) THAT the full restoration of Hesperia Development Corporation effective February 26, 2018 is hereby confirmed;

AND FURTHER, that Council remove Ted Catlin, Marty Gilbert, Mary-Jo O'Keefe, Joe Pearson and Kenneth Esplin Stewart as a directors of the Company;

AND FURTHER, that Council fix the number of directors for the Company to three (3) and elect the following persons, each of whom has consented in writing to act as a director, to hold office until the next annual general meeting of the Company (or unanimous resolutions consented to in lieu of holding an annual general meeting) or until their successors are appointed: **Will Pearce, Patricia Bridal and Debra Law;**

AND FURTHER, that Council appoint KPMG LLP (Canada), Chartered Professional Accountants, as auditors for the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors;

AND FURTHER, that Council select February 26, 2018 as the annual reference date for the Company's current annual reference period;

AND FURTHER, that Council agree that all lawful acts, contracts, proceedings, appointments and payments of money by the directors of the Company since the last annual reference date of the Company, and which have previously been disclosed to the shareholder, are hereby adopted, ratified and confirmed.

**UNION OF BC
MUNICIPALITIES 2019
COMMUNITY
EMERGENCY
PREPAREDNESS FUND –
EMERGENCY OPERATION
CENTRES AND TRAINING
(P. 137)**

- (ii) THAT Council authorize the \$25,000 UBCM CEPF grant funding application as attached to the report titled *Union of BC Municipalities (UBCM) 2019 Community Emergency Preparedness Fund (CEPF) – Emergency Operation Centres & Training* grant funding application, dated February 1, 2019, and respectfully submitted by the Emergency Program Coordinator;

AND FURTHER, that Council support the proposed activities;

AND FURTHER, that Council authorize Administration to assume overall grant management.

**AMENDMENT OF
SUBDIVISION AND
DEVELOPMENT
SERVICING BYLAW #3843
(P. 146)**

- (iii) THAT Council support the proposed amendments to Subdivision and Development Servicing Bylaw #3843, Section 8.2.3 as outlined in the report titled "Amendment of Subdivision and Development Servicing Bylaw #3843 Section 8.2.3 – Length of Subdivision Approval" dated January 31, 2019 and respectfully submitted by the Manager, Current Planning.

12. LEGISLATIVE MATTERS

Bylaws:**ADOPTION**

- 5733

(i) THAT Bylaw #5733, “**Claremont Water Service Parcel Tax Roll Bylaw Number 5733, 2019**” - a bylaw to direct the preparation of a parcel tax roll for Claremont Water Local Service Area, be **adopted. (P. 150)**

- 5734

(ii) THAT Bylaw #5734, “**Claremont Water Service Parcel Tax Bylaw Number 5734, 2019**” - a bylaw to impose a parcel tax for Claremont Water Local Service Area, be **adopted. (P. 153)**

FIRST, SECOND & THIRD READINGS

- 5735

(iii) THAT Bylaw #5735, “**Cemetery Amendment (Fees & Charges 2019 – 2021) Bylaw Number 5735, 2019**” – a bylaw to amend “The City of Vernon Cemetery Bylaw Number 3472, 1987” be **read a first, second and third time. (P. 156)**

13. COUNCIL INFORMATION UPDATES

A. Mayor and Councillors Reports.

14. INFORMATION ITEMS

A. Letter dated November 29, 2018 from Brad Sperling, Chair, Peace River Regional District, re: Caribou Recovery Update to UBCM Resolution B116 from the Peace River Regional District. **(P. 159)**

B. Minutes from the following Committees of Council:

- (i) Advisory Planning, December 11, 2018 **(P. 160)**
- (ii) Tourism Commission, December 19, 2018 **(P. 164)**

15. CLOSE OF MEETING