



THE CORPORATION OF THE CITY OF VERNON

A G E N D A

REGULAR OPEN MEETING OF COUNCIL

COUNCIL CHAMBERS
CITY HALL
TUESDAY
OCTOBER 15, 2019
At 1:30 p.m.

Mayor V. Cumming

Councillor S. Anderson
Councillor K. Gares
Councillor D. Nahal

Councillor K. Fehr
Councillor A. Mund
Councillor B. Quiring

For Enquiries
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www.vernon.ca



*"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

TUESDAY, OCTOBER 15, 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:
 - 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;*
 - i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
3. **ADJOURN TO OPEN COUNCIL AT 1:130 PM**
 - A. THAT the Agenda for the October 15, 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**

AGENDA

MINUTES

- A. THAT the minutes of the Regular Meeting of Council held September 16, 2019 be adopted; **(P. 14)**

AND FURTHER, that the minutes of the Committee of the Whole Meeting of Council held September 16, 2019 be received.

5. BUSINESS ARISING FROM THE MINUTES

6. GENERAL MATTERS

**DELEGATION: VERNON
YOUTH TRIATHLON
SOCIETY**

A. Laura Medcalf, Director, Vernon Youth Triathlon Society, re: Thank You Presentation to Council for Supporting Annual Kids Triathlon.

**DELEGATION: SANDRA
WELTON – NEED FOR AN
OVERDOSE PREVENTION
SITE (P. 34)**

B. Sandra Welton, re: Status and awareness of the need for an Overdose Prevention Site in Vernon.

**DELEGATION: GREATER
VERNON CHAMBER OF
COMMERCE (P. 37)**

C. Krystin Kempton, President and Dione Chambers, General Manager, Greater Vernon Chamber of Commerce, re: Private Security in the Downtown Core; Enhanced Mental Health and Treatment Services; and Chamber Activities

**DEVELOPMENT VARIANCE
PERMIT APPLICATION FOR
#2 – 50 KESTREL PLACE
(P. 38)**

D. THAT Council support development variance permit application DVP00459 to vary Section 4.13.2 of Zoning Bylaw #5000 by allowing construction works within 15m from the High Water Mark of Okanagan Lake to accommodate enclosing an existing second story balcony and construction of concrete base (hot tub) at LT 11 PL KAS2694 DL 297 ODYD (#2 – 50 Kestrel Place),

AND FURTHER, that Council's support of DVP00459 is subject to the following:

a) that the Riparian Areas Regulation (RAR) assessment by Canyon Wren Consulting Inc. dated June 21, 2019, identifying compensation works to be completed by the applicant, be attached to and form part of DVP00459 as Schedule 'A';

b) that the Site Plan by Monashee Surveying and Geomatics dated July 6, 2019 be attached to and form part of DVP00459 as Schedule 'B'; and

c) that the applicant provide additional riparian compensation of native planting at the ratio of 3:1.

Public Input – DVP #00459

(i) Public Input on Development Variance Permit #00459 to vary Section 4.13.2 of Zoning Bylaw #5000 by allowing construction works within 15m from the High Water Mark of Okanagan Lake to accommodate enclosing an existing second story balcony and construction of concrete base (hot tub) at LT 11 PL KAS2694 DL 297 ODYD (#2 – 50 Kestrel Place).

Issuance of Permit #00459

- (ii) THAT the Corporate Officer be authorized to issue Development Variance Permit #00459, to vary Section 4.13.2 of Zoning Bylaw #5000 by allowing construction works within 15m from the High Water Mark of Okanagan Lake to accommodate enclosing an existing second story balcony and construction of concrete base (hot tub) at LT 11 PL KAS2694 DL 297 ODYD (#2 – 50 Kestrel Place), once all conditions of Council are satisfied.

7. COUNCIL INQUIRIES

8. ADMINISTRATION UPDATES

**ADMINISTRATION
UPDATES**

- A. THAT Council receive the Administration Updates dated October 15, 2019. (P. 67)

9. UNFINISHED BUSINESS

**UPDATE: 2019 UNION OF
BC MUNICIPALITIES
CONVENTION**

- (i) Verbal Update, Mayor Cumming, re: 2019 Union of BC Municipalities Convention – Minister Meetings.

**INTERIM CLIMATE ACTION
PLANNING
RECOMMENDATIONS
(P. 73)**

- (ii) THAT Council endorse the following actions, as outlined in the report titled “Interim Climate Action Planning Recommendations” dated October 8, 2019 from the Director, Community Infrastructure and Development and direct Administration to:
 - 1. Develop internal processes and policies to integrate greenhouse gas emissions reduction and climate risk analysis into City decision making processes, including Council reports and procurement decisions;
 - 2. Continue to support implementation of the BC Energy Step Code; and
 - 3. Develop a policy that all new municipal buildings be constructed to net zero readiness and be resilient to impacts of the changing climate for Council’s consideration.

AND FURTHER that Council support, in principle, \$115,000 for additional contract resources to support the acceleration of the completion of the Climate Action Plan by May 1, 2020, to be considered by Council during the 2020 budget deliberations;

AND FURTHER that Council support, in principle, \$122,155 for the addition of a drainage engineer, to be considered by Council during the 2020 budget deliberations.

**GOOD NEIGHBOUR
BYLAW 4980, 2005 –
PROPERTY MAINTENANCE
(P. 79)**

- (iii) THAT Council direct Administration to amend the Good Neighbour Bylaw 4980, 2005 – Part V Property Maintenance, substantially as attached to memo titled “*Good Neighbour Bylaw 4980, 2005 – Property Maintenance*” dated October 3, 2019, from the Real Estate Manager.

**2020-2024 FINANCIAL
PLAN TIMELINE –
AMENDMENT (P. 88)**

- (iv) THAT Council reschedules the November 27, 28 and 29, 2019 Special Meetings of Council to December 9, 10 and 11, 2019, to deliberate the 2020 – 2024 Financial Plan.

**COUNCIL STRATEGIC
PLAN 2019 – 2022: DRAFT
ACTION PLAN 2020 (P. 89)**

- (v) THAT Council endorse the draft Action Plan 2020, as attached to the report titled *Council Strategic Plan 2019 – 2022: Draft Action Plan 2020*, dated October 7, 2019, as submitted by the Director, Community Infrastructure and Development.

**COST OF A TEMPORARY
ICE RINK AT THE FORMER
CIVIC ARENA SITE (P. 97)**

- (vi) THAT Council receive the memorandum dated September 29, 2019 from the Long Range Planner titled “Cost of a Temporary Ice Rink at the former Civic Arena Site”.

**HIDDEN PROFESSIONALS
(P. 99)**

- (vii) THAT Council receives the memorandum titled “*Hidden Professionals Report*”, dated September 21, 2019, by the Manager, Economic Development and Tourism, for information.

**RECREATION SERVICES –
AFFORDABLE ACCESS
PASS (P. 148)**

- (viii) THAT Council receives the memorandum titled Recreation Services – Affordable Access Pass dated October 4, 2019, respectfully submitted by the Manager, Recreation Administration, for information.

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

11. NEW BUSINESS

A. Correspondence:

**PEOPLE PLACE –
OUTDOOR WASHROOM
FACILITIES (P. 150)**

- (i) THAT Council receive the email dated October 9, 2019, from Elaine Collison, General Manager, People Place, regarding Outdoor Washroom Facilities.

**OKANAGAN MILITARY
TATTOO SOCIETY – 2020
HERITAGE CANADA
GRANT APPLICATION
(P. 151)**

- (ii) THAT Council ratifies the Mayors letter of support and Council's continued support, including the estimated 2020 in kind contribution in the amount of up to \$11,400, to Heritage Canada and the Okanagan Military Tattoo Society.

**BOARDWALK BEHIND
FULTON SCHOOL
(GRAHAME PARK) (P. 156)**

- (iii) THAT Council directs Administration to consult with representatives of School District 22 and Fulton Secondary School to request the repair or removal of the boardwalk behind Fulton Secondary School, due to the safety concerns, as outlined in the memorandum titled *"Boardwalk Behind Fulton School (Grahame Park)"*, dated October 2, 2019, from the Manager, Parks and Public Spaces;

AND FURTHER, that if the Boardwalks is not repaired or removed by November 30, 2019, the City will take action to have the structure removed with the source of funds being the unexpended and uncommitted 2018 Year End Balance (\$30,000).

**PRIORITY DRAINAGE
IMPROVEMENT PROJECT
FUNDING (P. 158)**

- (iv) THAT Council endorse an additional \$75,000 to fund the 8105 Okanagan Landing Road drainage improvement project, from the Casino Reserve, (total project cost of \$165,000), as outlined in the memorandum titled *Priority Drainage Improvement Project Funding*, dated September 30, 2019, submitted by the Infrastructure Engineer;

AND FURTHER, that Council endorse the use of \$35,000 to fund the 8756 Okanagan Landing Road drainage improvement project, from the Casino Reserve, (total project cost of \$35,000) as outlined in memorandum titled *Priority Drainage Improvement Project Funding*, dated September 30, 2019, submitted by the Infrastructure Engineer;

**5757 OKANAGAN LANDING
ROAD REZONING
AMENDMENT BYLAW
#5722 (P. 161)**

- (v) THAT Council approves a 1 year extension of the processing timeline for "5757 Okanagan Landing Road Rezoning Amendment Bylaw Number 5722" to November 13, 2020, pursuant to Council Bylaw Inactive Policy.

**BX CREEK FLOOD RISK
ASSESSMENT, MAPPING,
AND FLOOD MITIGATION
PLANNING – PROJECT
FUNDING (P. 167)**

- (vi) THAT Council endorse an additional \$50,000 from the 2019 Capital Design Budget to help fund the BX Creek Flood Risk Assessment, Mapping, and Flood Mitigation Planning project, partially funded by the Community Emergency Preparedness Fund, in the amount of a \$149,600 grant, as outlined in the

memorandum titled *BX Creek Flood Risk Assessment, Mapping, and Flood Mitigation Planning Project Funding*, dated September 30, 2019, submitted by the Infrastructure Engineer.

B. Reports:

**SANITARY SERVICE
BEYOND CITY BOUNDARY
– BX ELEMENTARY
SCHOOL, 5849 SILVER
STAR ROAD (P. 169)**

- (i) THAT Council not support provision of a sanitary service connection from the City main in Silver Star Road to Lot 1, Plan KAP12270 (BX Elementary School), pursuant to 'City Sewer Services Beyond City Boundaries Policy'.

**UNION OF BC
MUNICIPALITIES 2020
COMMUNITY RESILIENCY
INVESTMENT PROGRAM
FIRESMART COMMUNITY
FUNDING & SUPPORTS
GRANT APPLICATION
(P. 180)**

- (ii) THAT Council authorize the \$150,000, UBCM "2020 Community Resiliency Investment Program FireSmart Community Funding & Supports" grant application, as attached to the report of the same title, dated October 3, 2019, respectfully submitted by the Director, Fire & Rescue Services;

AND FURTHER, that Council support the proposed wildland urban interface fuel management activities as prioritized and in-line with the Vernon Community Wildfire Protection Plan (CWPP) (July 2, 2014);

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

**REZONING AND
DEVELOPMENT VARIANCE
PERMIT APPLICATIONS
FOR 3610 25TH AVENUE
(P. 202)**

- (iii) THAT Council support rezoning application #ZON00335 from RM1 – Row Housing Residential to RH1 – Low-Rise Apartment Residential on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058, See DD272719F;

AND FURTHER, that Council support of ZON00335 is subject to the following:

- a) That the owner provide a 1.5m dedicated road right of way for a walkway on the west side of the property to link 25th Avenue and 24th Avenue in the future;
- b) That the owner dedicate road frontage for a dedicated parking lane for on-street parking on 24th Avenue;
- c) That the owner enter into a Housing Agreement with the City to permit reductions in parking requirements;
- d) That the owner is to provide additional bicycle parking and active transportation options beyond the minimum Zoning Bylaw #5000 requirement to the satisfaction of the City; and

- e) That prior to final reading of the bylaw, that the development permit be ready for issuance;

AND FURTHER, that Council support Development Variance Permit application #DVP00445 to vary the following section of Subdivision and Development Servicing Bylaw #3843 on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058 (3610 25th Avenue):

- a) To vary Section 3.5.4 to increase the maximum combined access width of 8m for two access points.

**PINT AND PIE –
APPLICATION FOR A
TRANSFER OF LOCATION
FOR AN EXISTING
LICENCE (P. 236)**

- (iv) THAT Council advise the Liquor and Cannabis Regulation Branch that Council supports the application for a Permanent Change to Liquor Licence Number 105131 submitted by Karen Panaluna to transfer an existing liquor primary licence location to 4011 32nd Street (Lot A, Plan 34135, Section 3, Township 8, ODYD), based on the following reasons:
- The subject property is zoned C10 – Tourist Commercial, and is located on the corner of 32nd Street (Highway 97) and 41st Avenue. The zoning district permits the liquor primary establishment.
 - The subject property is located within the City Centre Neighbourhood Plan area and there are commercial and residential properties adjacent to the lot. The proposed use and transfer of location of an existing licence allows for the business to relocate to this location.
 - The subject property is adequately served with on-site parking. Traffic in the area is not expected to be impacted by the proposed change in hours of liquor sales. Similarly, noise in the area is not expected to change due to the proposed transfer of a licence from outside the City of Vernon.
 - The Official Community Plan designates the adjacent properties as CCOM – Community Commercial and MDCOMRES – Medium Density Commercial Residential. Hence, the subject property is compatible with existing and potential surrounding uses for the area.
 - The RCMP have indicated that the Pint and Pie operation and the proposed transfer of location of an existing licence do not present any policing concerns.
 - The subject property has previously been used as a licenced operation for over a decade. A transfer of location for an existing licence is not expected to negatively impact the community. The subject property

has been vacant since approximately 2013 and the area would benefit with a new occupant.

- All owners and occupiers of lands and businesses operating within a 60m radius of the subject property were notified of the application and were provided the opportunity to provide comments to the City. A total of 44 property owners and occupiers, including businesses, were contacted. Advertisements requesting public input were published in the Friday September 27, 2019 and Wednesday October 2, 2019 editions of the Morning Star newspaper. There was one response from the public received by the Friday, October 4, 2019 response deadline in support of the application.

AND FURTHER, that the Liquor and Cannabis Regulation Branch be advised that Council is in support of the subject liquor licence application as it addresses the Liquor and Cannabis Regulation Branch criteria in the following manner:

- Noise in the area is not expected to change due to the proposed transfer of location of an existing licence.
- The subject property was used as a licenced operation for over a decade up to 2013. A transfer of location of an existing licence is not expected to negatively impact the community.
- It is not anticipated that a proposed transfer of location of an existing licence will result in the Pint and Pie, located at 4011 32nd Street (Lot A, Plan 34135, Section 3, Township 8, ODYD), being operated in a manner that is contrary to its primary purpose of a liquor primary / food primary establishment.

**THE KALAMALKA HOTEL –
APPLICATION FOR A
STRUCTURAL CHANGE TO
THE EXISTING SERVICE
AREA (P. 248)**

- (v) THAT Council advise the Liquor and Cannabis Regulation Branch that Council supports the application submitted by the Kalamalka Hotel for a structural change to the existing service area to include an additional 687 ft² of space for an increase to the occupancy load from 314 to 429 patrons plus staff, for Licence Number 018841 held by the Kal Sports Bar in the Kalamalka Hotel located at 3004 30th Avenue (Lot 1-4 Block 68, Plan 327, Section 34, Township 9, ODYD & N 20 FT Lots 49 to 52 and Closed Lane Between), based on the following reasons:

- The subject property is in the C7 – Heritage Business District zoning district and is located on 30th Avenue and 30th Street adjacent to multiple food and liquor primary establishments. The zoning district permits the existing pub and restaurant use.

- The subject property is in the Historic Downtown Character Area in the City Centre Neighbourhood and is surrounded by commercial properties. It is designated Medium Density Commercial and Residential in the Official Community Plan with the surrounding lots designated Mixed Use High Density Commercial and Residential and Medium Density Commercial and Residential. The subject use is compatible with existing and potential surrounding uses for the area.
- The subject property is adequately served with on-site parking. Traffic in the area is not expected to be impacted by the proposed change to the structure. Similarly, noise in the area is not expected to change due to the proposed change to the structure.
- The RCMP has indicated that the structural change at the Kal Sports Bar and the proposed occupancy change do not present any policing concerns.
- The subject property was built in 1892 and is one of the original public houses in Vernon. A change to the structure is not expected to negatively impact the community.
- All owners and occupiers of lands and businesses operating within a 60m radius of the subject property were notified of the application, and were provided the opportunity to provide comments to the City. A total of 144 property owners and occupiers, including businesses, were contacted. Advertisements requesting public input were published in the Friday, September 27, 2019, and Wednesday, October 2, 2019, editions of the Morning Star newspaper. A total of one email from the public was received by the October 4, 2019 response deadline, with concerns and questions regarding the proposal.

AND FURTHER, that the Liquor and Cannabis Regulation Branch be advised that Council is in support of the subject liquor licence application as it addresses the Liquor and Cannabis Regulation Branch criteria in the following manner:

- Noise in the area is not expected to change due to the proposed change in capacity.
- The subject property has been used as a licenced pub since 1892. A change to the structure is not expected to negatively impact the community.
- It is not anticipated that a proposed change to the structure would result in The Kal Sports Bar, located at

3004 30th Avenue (Lot 1-4 Block 68, Plan 327, Section 34, Township 9, ODYD & N 20 FT Lots 49 to 52 and Closed Lane Between) being operated in a manner that is contrary to its primary purpose of a full service pub.

12. LEGISLATIVE MATTERS

Bylaws:

RESCIND BYLAW #5770 and CANCEL PUBLIC HEARING

- (i) THAT Council **cancels** the October 28, 2019, Public Hearing set for **“3911 31st Street Rezoning Amendment Bylaw Number 5770, 2019”**;

AND FURTHER, that First and Second Readings of the **“3911 31st Street Rezoning Amendment Bylaw Number 5770, 2019”** be **rescinded**. (P. 258)

- Memorandum Dated October 1, 2019, from Economic Development Planner. (P. 261)

ADOPTION • 5769

- (ii) THAT Bylaw #5769, **“Tax Exemption Bylaw Number 5679, 2019”** - a bylaw to amend the City of Vernon Tax Exemption Bylaw Number 5723, 2018, to provide permissive exemptions in 2020, be **adopted**. (P. 262)

FIRST, SECOND & THIRD READINGS • 5784

- (iii) THAT Bylaw #5784, **“Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”** – a bylaw to amend Bylaw 4980 property maintenance requirements, be **read a first, second and third time**. (P. 271)

• 5778

- (iv) THAT Bylaw #5778, **“3504 20th Street Road Closure Bylaw Number 5778, 2019”** – a bylaw to authorize closure and removal of the dedication as highway at 3504 20th Street, be **read a first, second and third time**. (P. 279)

• 5783

- (v) THAT Bylaw #5783, **“Development Cost Charges (Updates) Amendment Bylaw Number 5783, 2019”** – a bylaw to amend various fees within City of Vernon Development Cost Charge Bylaw #5233, be **read a first, second and third time**. (P. 282)

FIRST & SECOND READINGS, PUBLIC HEARING and PUBLIC INPUT DATE • 5786, DVP00445

- (vi) THAT Bylaw #5786, **“3610 – 25th Avenue Rezoning Amendment Bylaw Number 5786, 2019”** – a bylaw to rezone subject property from RM1 - Row Housing Residential” to RH1 – Low-Rise Apartment Residential”, be **read a first and second time**;

AND FURTHER, that the Public Hearing for Bylaw #5786, along with Public Input for DVP00445 be scheduled for **Tuesday, November 12, 2019, at 5:30 pm**, in Council Chambers. (P. 285)

13. COUNCIL INFORMATION UPDATES

A. Mayor and Councillors Reports.

14. INFORMATION ITEMS

B. Minutes from the following Committees of Council:

- (i) Joint Biosolids, May 8, 2019 (P. 288)
- (ii) Climate Action Advisory, August 13, 2019 (P. 295)
- (iii) Tourism Commission, August 21 2019 (P. 302)
- (iv) Advisory Planning, September 4, 2019 (P. 308)

RECESS

15. RECESS MEETING

NOTES:

A. Public Hearing scheduled for at **5:160 pm at City Hall:**

1. **"5661 Okanagan Landing Road Rezoning Amendment Bylaw Number 5773, 2019"**
2. **"3904 Alexis Park Drive Rezoning Amendment Bylaw Number 5774, 2019"**
3. **"6141 Highway 97 and 6162 Pleasant Valley Road Avenue Official Community Plan Amendment Bylaw Number 5775, 2019"**

RECONVENE

16. RECONVENE MEETING

THIRD READING

• 5773

A. THAT Bylaw #5773, **"5661 Okanagan Landing Road Rezoning Amendment Bylaw Number 5773, 2019"** – a bylaw to rezone the subject property from "R1: Estate Lot Residential" to "RM1: Row Housing Residential", **be read a third time. (P. 312)**

• 5774

B. THAT Bylaw #5774, **"3904 Alexis Park Drive Rezoning Amendment Bylaw Number 5774, 2019"** – a bylaw to Rezone the subject property from "R2 – Large Lot Residential" to "R5: Four-Plex Housing Residential", **be read a third time. (P. 315)**

• 5775

C. THAT Bylaw #5775, **"6141 Highway 97 and 6162 Pleasant Valley Road Avenue Official Community Plan Amendment Bylaw Number 5775, 2019"** – a bylaw to Redesignate the subject properties from "Community Commercial" (CCOM) to "Residential Medium Density" (RMD) AND from "Residential – Regional District of North

Okanagan Electoral Areas B & C Official Community Plan”
to “Residential Small Lot” (RSL), **be read a third time.**
(P. 318)

17. CLOSE OF MEETING

THE CORPORATION OF THE CITY OF VERNON

**MINUTES OF A REGULAR OPEN MEETING OF COUNCIL
HELD MONDAY, SEPTEMBER 16, 2019**

PRESENT: Mayor V. Cumming

Councillors: A. Mund, K. Gares, S. Anderson, K. Fehr,
B. Quiring, (D. Nahal, absent)

Staff: W. Pearce, CAO
P. Bridal, DCAO / Director, Corporate Services
S. Blakely, Manager, Legislative Services
K. Flick, Director, Community Infrastructure & Development
D. Law, Director, Finance
B. Bandy, Manager, Real Estate*
S. Koenig, Director, Operations
A. Watson, Manager, Transportation*
D. Ross, Director, Recreation Services*
G. Lefebvre, Manager, Aquatics*
L. Walker, Manager, Recreation Administration*
S. Mitchell, Manager, Arena, Events & Bookings*
C. Poirier, Manager, Communications & Grants
R. Zubick, CPO Coordinator
D. Sturgent, Long Range Planner*
D. Lees, Sr. Bylaw Compliance Officer*
G. Gaucher, Manager, Protective Services*
Supt. S. Baher, RCMP, OIC Vernon Detachment*
Insp. K. Keane, RCMP*

*Attended, as Required

Others: Media and Members of the Public

Mayor Cumming called the Regular Open meeting to order at 8:40 am and requested a motion to move to Committee of the Whole.

Mayor Cumming reconvened the Regular Open meeting and requested a motion to move to In Camera.

**RESOLUTION TO
CLOSE MEETING**

Moved by Councillor Mund, seconded by Councillor Gares:

BE IT RESOLVED that the meeting be closed to the public in accordance with Section 90(1) of the *Community Charter*

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;*

- i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public*

CARRIED.

Mayor Cumming called the Regular Open meeting back to order at 1:32 pm.

PRESENT: Mayor V. Cumming

Councillors: A. Mund, S. Anderson, B. Quiring, K. Fehr, K. Gares, D. Nahal

Staff: W. Pearce, Chief Administrative Officer
P. Bridal, DCAO / Director, Corporate Services
S. Blakely, Manager, Legislative Services
D. Law, Director, Finance
K. Flick, Director, Community Development
S. Koenig, Director, Operation Services*
Supt. S. Baher, OIC, RCMP*
A. Watson, Manager, Transportation*
G. Gaucher, Manager, Protective Services*
D. Lees, Senior Bylaw Compliance Officer*
L. Cordell, Manager, Long Range Planning & Sustainability*
K. Dhillon, Interim Manager, Infrastructure Management*
C. Liefke, Planning Assistant*
C. Barker, Manager, Revenue Services*
R. Zubick, Community Safety Office Co-Coordinator*
C. Poirier, Manager, Communications & Grants
M. Beauregard, Manager, Building Services*
R. Zubick, CPO Coordinator
Sgt. Tammy Hoffman, RCMP, Vernon Detachment
S. Irwin, Manager, Utilities
C. Ovens, Manager, Roads, Drainage & Airport*

*Attended, as required

Others: Media and Members of the Public

ADOPTION OF THE AGENDA:

**APPROVAL OF ITEMS
LISTED ON THE
AGENDA**

Moved by Councillor Quiring, seconded by Councillor Mund:

THAT the agenda for the September 16, 2019, Regular Open meeting of the Council of The Corporation of The City of Vernon be amended as follows:

1. **REMOVE ITEM 6.A. GENERAL MATTERS – Delegation -**
Sandra Welton – Need For An Overdose Prevention Site –
Removal requested by Delegate as she is unable to attend
due to a family emergency.
2. **REPLACE ITEM 11.A.(i) CORRESPONDENCE -** Distribution
Of Charitable Funds – 2018 Kindness Meters Donations –
Replaced due to amended information.

AND FURTHER, that the agenda be adopted, as amended.

CARRIED.

ADOPTION OF MINUTES:**COUNCIL MEETINGS**

Moved by Councillor Fehr, seconded by Councillor Quiring:

THAT the minutes of the Regular Meeting of Council held September 3, 2019 be adopted;

AND FURTHER, that the minutes of the Committee of the Whole Meeting of Council held September 3, 2019, be received;

CARRIED.

BUSINESS ARISING FROM THE MINUTES:**GENERAL MATTERS:****PRESENTATION:
VERNON FORENSIC
IDENTIFICATION
SECTION
(7400-30)**

Sgt. Tammy Hoffman, RCMP, Vernon Detachment provided a presentation on Vernon Forensic Identification Section.

The following issues were noted:

- Vernon Forensic Identification Section (FIS):
 - Sgt. Tammy Hoffman
 - Cpl. Spencer Marginson
 - Cpl. Trevor Cook
- Specialized Support Unit
 - Consists of 1 Sgt. & 2 Cp. Positions
 - Shift is 07:00 to 17:00, 7 days a week with a member having to be on call outside these scheduled hours
 - One of seven FIS Units assigned to the Southeast District in "E" Division

- Provides Services for the Following:
 - City of Vernon
 - Coldstream
 - Falkland
 - Enderby
 - Armstrong
 - Spallumcheen
 - Lumby
- Assistance Provided for Criminal Investigations
 - Crime scene and exhibit examinations
 - Processing and handling of evidence
 - Analysis, comparison and identification of fingerprint and physical evidence
 - Presentation of expert testimony by providing opinion evidence in court
- Other FIS Duties
 - Deployment with the District Tactical Team
 - Deployment with the Forensic Search & Evidence Recovery Team (FSERT) for complex homicide scenes where victims have been burnt, buried, scattered or damaged beyond recognition
 - Deployment with the Disaster Victim Identification (DVI) Team
 - Assistance for the Explosives Disposal & Chemical, Biological, Radiological, Nuclear (CBRN) Unit

Moved by Councillor Nahal, seconded by Councillor Fehr:

THAT Council receives the presentation from Sgt. Hoffman, RCMP, Vernon Detachment regarding the Vernon Forensic Identification Section, as presented at the September 16, 2019 Regular Council Meeting for information.

CARRIED.

Councillor Nahal left the meeting at 2:10 pm and returned at 2:14 pm.

**PRESENTATION:
CLIMATE ACTION
ADVISORY COMMITTEE
– CLIMATE ACTION
PLAN: THE CONTEXT
(0540-20)**

Brian Guy, Co-Chair, Climate Action Advisory Committee, provided a presentation regarding the Climate Action Plan: The Context.

The following issues were reviewed:

- Natural causes of climate change
- The climate is warming – statistics reviewed
- Mountain glaciers are disappearing
- Recent sea level rise – statistics reviewed
- Implications of sea level rise on infrastructure & cities
- Arctic ice is disappearing & permafrost is melting
- Droughts & fires are getting worse
- Effects of farming and food prices reviewed

- Storms and flooding are getting worse
- Reviewed Canada's Changing Climate: Temperature & Precipitation
- Reviewed effects of Climate Change on health
- Climate Change Costs to governments noted
- Vernon's predicted future climate reviewed
- COP21 The Paris Agreement – objectives reviewed
- Difference between 1.5 and 2 degree of warming – impact
- Urgent Action Needed:
 - The United Nations IPCC says:
 - To keep warming to 1.5 degrees we must reduce GHG emissions by 45% below 2010 levels by 2030 and get to zero by 2050
 - 1.5 degree increase will still mean significant impacts
 - We are currently on track for between 2 degrees Celsius and 6 degrees Celsius (which would be catastrophic)
 - The global community has to solve this

Moved by Councillor Mund, seconded by Councillor Nahal:

THAT Council receives the presentation from Brian Guy, Co-Chair, Climate Action Advisory Committee, regarding Climate Action Plan: The Context, as presented at the September 16, 2019 Regular Council Meeting for information.

CARRIED.

Councillor Anderson left the meeting at 2:16 pm and returned at 2:18 pm.

Moved by Councillor Mund, seconded by Councillor Gares:

**DEVELOPMENT
VARIANCE PERMIT
APPLICATION: 2005
28TH CRESCENT**

THAT Council support the Development Variance Permit Application (DVP00452) to vary the following section of Zoning Bylaw #5000 on Lot B Plan 43622 Sec. 35 Twp. 9 ODYD (2005 28th Crescent):

- a) to vary Section 9.2.5 by reducing the side yard setback on the flanking street from 7.5 m to 4.73 m to allow the construction of a garage;

AND FURTHER, that Council support the Development Variance Permit Application (DVP00452) to vary the following section of Subdivision and Development Servicing Bylaw #3843 on Lot B Plan 43622 Sec. 35 Twp. 9 ODYD (2005 28th Crescent):

- a) to vary Schedule B, Section 3.5.5. by reducing the minimum distance from the entrance of a driveway to an intersection from 9.0 m to 6.0 m;

AND FURTHER, that Council's support of DVP00452 is subject to the following:

- b) That the site plan shown as Attachment 1 in the report titled Development Variance Permit application for 2005 28th Crescent, dated August 21, 2019 by the Current Planning Assistant be attached to and form part of Development Variance Permit #DVP00452 as Schedule 'A'; and
- c) That a plan for the narrowing of the primary driveway access and closure of the secondary driveway access, including the addition of landscaping to enhance the driveway modifications, be prepared and submitted to Administration for approval; and
- d) That the applicant provide a security deposit, based on an acceptable cost estimate, for the cost of the driveway modifications and landscaping.

***Public Input – DVP
#00452***

The Corporate Officer advised that one written submission has been received as follows:

- 1. Email dated September 3, 2019, from Robin Bristow, re: Public Input – Application #00452 – 2005 28th Crescent.

Mayor Cumming called a first time for representation from the public in attendance who believe their interest in property is affected by Development Variance Permit #00452 for Lot B Plan 43622 Sec. 35 Twp. 9 ODYD (2005 28th Crescent) to reduce the side yard setback on the flanking street from 7.5 m to 4.73 m, and reduce the minimum distance from the entrance of a driveway to an intersection from 9.0 m to 6.0 m.

THE QUESTION WAS CALL ON THE MAIN MOTION AND DECLARED CARRIED.

***Issuance of Permit
#00452***

Moved by Councillor Mund, seconded by Councillor Quiring:

THAT Council the Corporate Officer be authorized to issue Development Variance Permit #00452, for Lot B Plan 43622 Sec. 35 Twp. 9 ODYD (2005 28th Crescent) once all conditions of Council are satisfied.

CARRIED.

COUNCIL INQUIRIES**LANEWAY HOMES**

Council inquired regarding the potential for laneway homes in Vernon as they provide a source of affordable housing. The City of Vernon has many back lanes that could be utilized for this purpose.

Moved by Councillor Quiring , seconded by Councillor Fehr:

THAT Council directs Administration to provide a report on the potential for laneway homes with details to include:

1. Potential suitable areas in Vernon
2. Possibility of eliminating the requirement for owners to live on the property
3. Implications regarding Development Cost Charges
4. Requirement for variances in order to construct residences over accessory buildings
5. Parking

CARRIED.

RESPONSE TO PHONE CALLS

Council inquired as to whether there a policy in regard to a maximum time period for staff to return phone calls. **A. Admin:** Policy is to return calls within 48 hours (business days).

FENCING – MARSHALL FIELDS

Council requested the status for the new fencing at Marshall Fields. **A. Admin:** The tender for fencing closed on September 11. An Admin Update will be provided regarding progress.

CATHERINE GARDENS – TRAIL CONNECTIVITY

Council inquired regarding the status for construction of trail connection from Catherine Gardens to Becker Park and F.B. Jacques Park, as this was a condition of development. An Admin Update will be provided.

FULTON SCHOOL BOARDWALK

Council inquired as to who owns and is responsible for the Boardwalk Path at Fulton School. An Admin update will be provided.

PREDATOR RIDGE – TRAIL CONNECTION TO KEKULI BAY

Council inquired regarding the status of the request to consider a trail connection from Predator Ridge to Kekuli Bay Park. **A. Admin:** This item was referred to Greater Vernon Advisory Committee (GVAC). A delegation request has been send for attendance at the October 3 GVAC meeting.

ADMINISTRATION UPDATES (0550-05)

Moved by Councillor Quiring, seconded by Councillor Fehr:

THAT Council receives the Administration Updates dated September 16, 2019.

CARRIED.

UNFINISHED BUSINESS:

**ZONING BYLAW
REGULATION ON
MAXIMUM LENGTH OF
RECREATIONAL
VEHICLES PERMITTED
TO PARK ON
RESIDENTIAL
PROPERTIES
(6450)**

Moved by Councillor Fehr, seconded by Councillor Mund:

THAT Council receive the memorandum titled *Zoning Bylaw Regulation on Maximum Length of Recreational Vehicles Permitted to Park on Residential Properties*, dated September 6, 2019, from the Manager, Transportation, for information.

CARRIED.

**ACTIVATE SAFETY
TASK FORCE
RECOMMENDATIONS –
NOTICE OF MOTION:
COUNCILLOR GARES
(6460-20)**

Moved by Councillor Gares, seconded by Councillor Anderson:

THAT Council receives the Internal Memorandum, titled Activate Safety Task Force Recommendations – Councillor Gares – Notice of Motion, dated September 9, 2019, respectfully submitted by the CAO, for information.

CARRIED.

**ACTIVATE SAFETY
TASK FORCE
RECOMMENDATIONS –
IMPROPERLY
DISCARDED NEEDLES
(6460-20)**

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Council receive the Internal Memorandum dated September 9, 2019 titled "Activate Safety Task Force Recommendations – Improperly Discarded Needles respectfully submitted by the Coordinator – Community Safety –Public Programs.

AND FURTHER, that Council not support a needle buyback program;

AND FURTHER, that Council direct Administration to include Folks on Spokes/Hotline program as a Service Level Adjustment in the 2020 Budget at \$27,540.

CARRIED, with Councillor Gares and Anderson opposed.

Moved by Councillor Gares, seconded by Councillor Anderson:

THAT Council directs Administration to explore a Mobile Needle Exchange Program potentially in partnership with IHA and/or other service providers and provide a report back to Council.

CARRIED, with Councillor Mund and Mayor Cumming opposed.

**ACTIVATE SAFETY
TASK FORCE
RECOMMENDATION –
DOWNTOWN WASTE
COLLECTION
(6460-20)**

Moved by Councillor Quiring, seconded by Councillor Fehr:

THAT Council directs Administration to work with the current service provider to adjust the commercial refuse collection contract to provide a 10 am or later commercial pickup in the downtown;

AND FURTHER, that Council direct Administration to adjust refuse and blue bag collection times to after 10 am, for the inclusion in the 2020 call for service.

CARRIED.

**ACTIVATE SAFETY
TASK FORCE
RECOMMENDATION –
LOCKS FOR PRIVATE
GARBAGE
CONTAINERS
(6460-20)**

Moved by Councillor Quiring, seconded by Councillor Fehr:

THAT Council encourage commercial business that use private garbage bins to request locks from their service providers should they wish to secure their bins;

AND FURTHER, that Council send a letter to the Downtown Vernon Association and the Chamber of Commerce to request that they encourage their members to lock their commercial bins in consultation with their service provider.

CARRIED.

Moved by Councillor Quiring, seconded by Councillor Anderson:

THAT Council **amends** the resolution to **add** the following:

AND FURTHER, that Council directs Administration to send a letter to Refuse Collection Service Providers in Vernon requesting that they provide bins with lids that can be fully secured on all garbage bins.

CARRIED.

THE QUESTION WAS CALLED ON THE MAIN MOTION, AS AMENDED, AND DECLARED CARRIED.

**ACTIVATE SAFETY
TASK FORCE
RECOMMENDATION –
DOWNTOWN CLEAN-UP
(6460-20)**

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Council receive the memorandum titled Activate Safety Task Force – Downtown Clean-Up from the Director, Operations, dated September 6, 2019, for information.

CARRIED.

**ACTIVATE SAFETY
TASK FORCE
RECOMMENDATION –
GRAFFITI / TAGGING
(6460-20)**

Moved by Councillor Quiring, seconded by Councillor Mund:

THAT Council receive the internal Memorandum dated September 9, 2019 titled "*Activate Safety Recommendations – Graffiti Tagging*" respectfully submitted by the Coordinator – Community Safety – Public Programs;

AND FURTHER, that Council direct Administration to include the Anti-Tag Team as a Service Level Adjustment in the 2020 Budget at \$16,380.00.

CARRIED.

**ACTIVATE SAFETY
TASK FORCE
RECOMMENDATION –
REMEDIAL ACTION –
DEMOLITION OF
'LEGION BUILDING'
(6460-20-04)**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Council receive for information the memorandum titled *Remedial Action- Demolition of 'Legion Building'*, dated September 6, 2019, respectfully submitted by the Director, Community Infrastructure and Development.

CARRIED.

**DOWNTOWN
WASHROOM
OPERATIONS PLAN
AND BUDGET
(6460-01)**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Council endorse the operating plan for the downtown washroom as presented in the Memorandum titled *Downtown Washroom Operations Plan and Budget*, dated September 3, 2019 from the Manager of Long Range Planning and Sustainability;

AND FURTHER that Council approve \$17,820 to be expended from the capital budget for the downtown washroom in order to complete installation and provide servicing for the remainder of 2019;

AND FURTHER, that Council supports, in principal, the addition of \$35,000 within the Operations budget in 2020 for ongoing maintenance and security of the downtown washroom facility, pending an update from Administration on the status of the servicing schedule in 2019, for direction of Council during the 2020 budget deliberations.

CARRIED.

CORRESPONDENCE:

*Councillor Fehr declared a conflict of interest in the following matter as his employer is being considered as a recipient of this donation.
Councillor Fehr left the meeting at 3:22 pm.*

**DISTRIBUTION OF
CHARITABLE FUNDS –
2018 KINDNESS
METERS DONATIONS
(4000-01-02)**

Moved by Councillor Mund, seconded by Councillor Quiring:

THAT Council directs Administration to forward the proceeds in the amount of \$672.47, obtained from the Kindness Meter Program for the calendar year 2018, to **North Okanagan Youth and Family Services**.

CARRIED.

Councillor Fehr returned to the meeting at 3:23 pm

**INVITATION – CEDI
PANEL AND CANDO'S
26TH NATIONAL
CONFERENCE
(6750-10)**

Moved by Councillor Mund, seconded by Councillor Nahal:

THAT Council authorizes Kevin Poole, Manager, Economic Development & Tourism to attend the 26th Annual National Conference & Annual General Meeting of Cando to be held in Gatineau, Quebec October 27 – 30, 2019 in order to participate on the 2019 CEDI Panel, with air and ground travel, meals, two night accommodation, conference registration for two days and a President's Dinner ticket to be provided by Cando and CEDI as outlined in the email dated August 16, 2019 from Marissa Lawrence, Senior Program Officer, CEDI.

CARRIED.

REPORTS:

**FEDERATION OF
CANADIAN
MUNICIPALITIES
MUNICIPAL ASSET
MANAGEMENT
PROGRAM (FCM-MAMP)
GRANT APPLICATION –
INTERMUNICIPAL FIRE
TRAINING CENTRE
(1855-20)**

Moved by Councillor Anderson, seconded by Councillor Gares:

THAT Council authorize the \$50,000 FCM-MAMP grant application titled *Federation of Canadian Municipalities (FCM) 2019 Municipal Asset Management Program Grant – Intermunicipal Fire Training Centre*, dated September 5, 2019, respectfully submitted by the Deputy Chief of Vernon Fire Rescue Services;

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

CARRIED.

**MANDATORY SEWER
CONNECTION
EXEMPTION FOR
PROPERTIES IN A
LOCAL AREA SERVICE
(5340-01)**

Moved by Councillor Anderson, seconded by Councillor Quiring:

THAT Council direct Administration to amend Sewer System Connection Bylaw #5089 to remove the mandatory connection requirement for properties included in an LAS project, except for properties where existing on-site septic fields have failed, and as provided in the memorandum titled "Mandatory Sewer Connection Exemption for Properties in a Local Area Service" from the Manager, Infrastructure, dated August 27, 2019.

CARRIED.

Councillor Anderson left the meeting at 3:17 pm.

**CLAREMONT SEWER
LOCAL AREA SERVICE
PETITION RESULTS
(5340-09-03-Claremont)**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Council receives the memorandum dated September 9, 2019 from the Manager, Legislative Services regarding the Claremont Sewer Local Area Service Petition Results;

AND FURTHER, that Council directs Administration to provide a letter to the residents in the petition area advising that the sewer project will NOT proceed due to an unsuccessful petition and provide options for proceeding in the future.

CARRIED.

Councillor Nahal declared a conflict of interest in the follow matter as she is related to Legal Counsel for the Applicant. Councillor Nahal left the meeting at 3:17 pm.

Councillor Anderson returned to the meeting at 3:18 pm.

**STATUS OF RETAIL
CANNABIS LICENCE
APPLICATIONS
(4330-10)**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Council request the provincial Liquor and Cannabis Regulation Branch accept new applications from only the applicants of CRL00017 (Job #002387) and CRL00022 (Job #002379), as outlined in the report titled "Status of Retail Cannabis Licence Applications" dated September 10, 2019 and respectfully submitted by the Director, Community Infrastructure and Development

CARRIED.

Councillor Nahal returned to the meeting at 3:22 pm.

NEW BUSINESS

**UNION OF BC
MUNICIPALITIES
(UBCM) 2019 ASSET
MANAGEMENT
PLANNING PROGRAM
GRANT APPLICATION –
INTERMUNICIPAL FIRE
TRAINING CENTRE
(1855-20)**

Moved by Councillor Anderson, seconded by Councillor Gares:

THAT Council authorize the \$15,000 UBCM 2019 Asset Management Planning Program grant application titled *Union of BC Municipalities (UBCM) 2019 Asset Management Grant – Intermunicipal Fire Training Centre*, dated September 5, 2019, respectfully submitted by the Deputy Fire Chief, Fire Rescue Services;

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

CARRIED.

Councillor Fehr declared a perceived conflict of interest in the following matter as his employer receives a property tax exemption. Councillor Fehr left the meeting at 3:27 pm.

**TAX EXEMPTION
AMENDMENT BYLAW
NUMBER 5769, 2019
(3900-02)**

Moved by Councillor Mund, seconded by Mayor Cumming:

THAT Council approve the recommendations of the Finance Committee for the Tax Exemption Amendment Bylaw Number 5769, 2019 as follows:

1. THAT Council reaffirm that the percentage of tax exemption per classification for 2020 remain the same as 2019 namely as follows;

Social Service services 100%
Cultural and educational services 75%
Recreational services 50%

2. AND FURTHER, that Council **grant** the Habitat for Humanity Okanagan a 100% tax exemption for the property located at Lot 5 Plan KAS3786 DL 71 ODYD (#5, 4100 25 Avenue) as long as Habitat for Humanity Okanagan is on title, to be phased in over a three year period;
3. AND FURTHER, that Council **grant** the Vernon Book Volunteers Society a 100% tax exemption for the property located at Lot 47 Plan KAS2385 Sec 27 Twp 9 ODYD (#35, 100 Kalamalka Lake Road) to be phased in over a three year period;
4. AND FURTHER, that Council **grant** the North Okanagan Valley Gleaners Society a 20% tax exemption for the property located at Lot A Plan 25714 Sec 3 Twp 8 ODYD (4405 29 Street) to be applied in full in the first year and not be subject to the three year phased in period;

5. AND FURTHER, that Council **deny** the request from the North Valley Gymnastics Society on property located at Lot 2 Plan 18942 DL 38 ODYD (4700 31 Street) as they do not meet the requirements of the Community Charter, Division 7, Section 224.

CARRIED.

Councillor Fehr returned to the meeting at 3:29 pm.

Councillor Quiring declared a conflict of interest in the following two matters as the Applicants are clients of his firm. Councillor Quiring left the meeting at 3:31 pm.

**OFFICIAL COMMUNITY
PLAN AMENDMENT
AND REZONING
APPLICATION FOR
1700 POLSON DRIVE
(OCP00079 /
ZON00374)**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Council support the application (OCP00079) to amend the Future Land Use designation for Lot 1 Sec. 34 Twp. 9 ODYD Plan KAP84037 (1700 Polson Drive) from Public and Institutional (PUBINS) to Neighbourhood Centre (NCTR) to allow high density commercial and residential uses;

AND FURTHER, that Council support the application (ZON00324) to rezone Lot 1 Sec. 34 Twp. 9 ODYD Plan KAP84037 (1700 Polson Drive) from Light Industrial (I1) to Comprehensive Development Area 5 (CD5) to allow high density commercial and residential uses, subject to the following conditions:

1. Completion of the mutual conditions contained in the sale agreement between the City of Vernon and the Regional District of North Okanagan;

AND FURTHER, that Council support the text amendment to Zoning Bylaw #5000 Section 13.5.2 to add "Hotel" to the list of Primary Uses permitted within the Comprehensive Development Area 5 Zone as shown in Attachment 1 to the report titled "Official Community Plan Amendment and Rezoning Application For 1700 Polson Drive" from the Economic Development Planner dated September 4, 2019.

CARRIED.

**REZONING
APPLICATION FOR 7497
AND 7501 BROOKS
LANE
(ZON00341)**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Council support the application to rezone the subject property located at 7497 and 7501 Brooks Lane from R1 (Estate Lot Residential) to C10A (Tourist Commercial and Residential) and P1 (Parks and Open Space) as outlined in the report titled "Rezoning Application for 7497 and 7501 Brooks Lane" dated September 4, 2019 by the Economic Development Planner, subject to the following conditions:

- a) Consolidation of Lot 1, Plan EPP31641, DL 5372, Sec 19, Twp 9, ODYD, and Lot 2, Plan EPP31641, DL 5373, Sec 19, Twp 9, ODYD into a single title;
- b) Registration of a Restrictive Covenant to restrict the building height to a maximum of five storeys for residential construction with a one-storey parkade partially built below grade;
- c) Registration of a 6.0 m statutory right of way on the consolidated lot, upland of the higher of either the 343 m high water level, or the high water mark as established by the Ecosystems Branch of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development along the foreshore, in addition to a 2.0 m statutory right of way along the eastern boundary of Lot 1, DL 5373, to allow for public pedestrian access along the foreshore, and from the foreshore to Okanagan Landing Road; and
- d) Removal of the existing garage/boathouse prior to construction of the 6.0 m statutory right of way on the consolidated lot if it conflicts with the location of the statutory right of way for pedestrian access along the foreshore;

AND FURTHER, that prior to final adoption of the zoning amendment bylaw, the Development Permit ready for issuance and that any required variance to Zoning Bylaw #5000, as amended, be evaluated by Council and approved if appropriate.

CARRIED.

Councillor Quiring returned to the meeting at 3:39 pm.

Councillor Nahal declared a conflict of interest in the follow matter as she is related to Legal Counsel for the Applicant. Councillor Nahal left the meeting at 3:40 pm.

**CANNABIS BUSINESS
LICENCE APPLICATION
FOR 115, 1500
ANDERSON WAY
(4330-20)**

Moved by Councillor Mund, seconded by Councillor Anderson:

THAT Council provide a positive recommendation to the Liquor and Cannabis Regulation Branch (LCRB) regarding Cannabis Retail Store application (Job#002379) (CRL00021) with respect to the application to establish a Non-Medical cannabis retail sales business on Lot 1, PLAN KAP87698, DL 38, ODYD (115-5100 Anderson Way);

AND FURTHER, that the LCRB be advised that Council's support of the subject cannabis retail store application addresses the LCRB resolution criteria in the following manner:

- a) The location of the proposed store:
 - i. The proposed new premise at 115 - 5100 Anderson Way is within the C5 – Community Commercial zone, and a cannabis retail store is a permitted use within this commercial zone.
- b) The general impact on the community if the application is approved:
 - i. Council considers that approval of a cannabis retail store at this location would have minimal impact on the community as long as all federal, provincial and municipal regulations are adhered to.
- c) The public consultation process consists of 69 stakeholder referral letters being sent to internal departments, agencies and to all businesses, property owners and occupants within 30 m of the subject property. One “no objection” response and one negative response were received.

AND FURTHER, that the report from the Manager, Current Planning dated August 26, 2019 be provided to the Liquor and Cannabis Regulation Branch to document the City of Vernon's consideration of the location of the proposed cannabis retail store, the means of public consultation and the summary of input received with respect to Cannabis Retail Store application CRL00021.

CARRIED.

Councillor Nahal returned to the meeting at 3:42 pm

LEGISLATIVE MATTERS:

BYLAWS:

ADOPTION

- 5771

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5771, "**Municipal Ticketing Information (Cemetery Bylaw) Amendment Bylaw Number 5771, 2019**" – a bylaw to amend the Municipal Ticketing Information (M.T.I.) bylaw, be **adopted**.

CARRIED.

- 5772

Moved by Councillor Anderson, seconded by Councillor Mund:

THAT Bylaw #5772, "**Bylaw Notice Enforcement (Cemetery Bylaw) Amendment Bylaw Number 5772, 2019**" – a bylaw to amend the Bylaw Notice Enforcement Bylaw, be **adopted**.

CARRIED.

- 5779

Moved by Councillor Fehr, seconded by Councillor Mund:

THAT Bylaw #5779, "**Subdivision And Development Servicing (Schedules C and O) Amendment Bylaw Number 5779, 2019**" – a bylaw to amend the "City of Vernon Subdivision and Development Servicing Bylaw #3843, 1992", be **adopted**.

CARRIED.

Councillor Fehr declared a perceived conflict of interest in the following matter as his employer receives a property tax exemption. Councillor Fehr left the meeting at 3:43 pm.

FIRST, SECOND & THIRD READINGS

- 5769

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5769, "**Tax Exemption Bylaw Number 5679, 2019**": - a bylaw to amend the City of Vernon Tax Exemption Bylaw Number 5723, 2018, to provide permissive exemptions in 2020, be **read a first, second and third time**.

CARRIED.

Councillor Fehr returned to the meeting at 3:44 pm

Councillor Quiring declared a conflict of interest in the following three matters as the Applicants are clients of his firm. Councillor Quiring left the meeting at 3:44 pm.

**FIRST & SECOND
READINGS AND PUBLIC
HEARING DATE**

- 5780

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5780, **"1700 Polson Drive Official Community Plan Amendment Bylaw Number 5780, 2019"** – a bylaw to redesignate the subject property from "Public Institutional" to "Neighbourhood Centre" be **read a first and second time**;

AND FURTHER, that the Public Hearing for Bylaw #5780, be scheduled for **Monday, October 28, 2019, at 5:30 pm**, in Council Chambers.

CARRIED.

- 5781

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5781, **"Zoning Text (CD5 – Comprehensive Development Area 5) Amendment AND 1700 Polson Drive Rezoning Amendment Bylaw Number 5781, 2019"** – a bylaw to amend the City of Vernon Zoning Bylaw Number 5000 and Rezone the subject property from "I1 – Light Industrial" to "CD5 – Comprehensive Development Area 5", be **read a first and second time**;

AND FURTHER, that the Public Hearing for Bylaw #5781, be scheduled for **Monday, October 28, 2019, at 5:30 pm**, in Council Chambers.

CARRIED.

- 5785

Moved by Councillor Fehr, seconded by Councillor Gares:

THAT Bylaw #5785, **"7497 and 7501 Brooks Lane Rezoning Amendment Bylaw Number 5785, 2019"** – a bylaw to rezone the subject property from "R1: Estate Lot Residential" to "C10A: Tourist Commercial and Residential" and "P1: Parks and Open Space", be **read a first and second time**;

AND FURTHER, that the Public Hearing for Bylaw #5785, be scheduled for **Monday, October 28, 2019, at 5:30 pm**, in Council Chambers.

CARRIED.

Councillor Quiring returned to the meeting at 3:46 pm.

COUNCIL INFORMATION UPDATES:

COUNCILLOR KARI GARES

Councillor Kari Gares provided a verbal report on the following matters:

- **MEETING/EVENT ATTENDANCE**

- Attended Chamber of Commerce AGM Dinner, Regular meeting and Advocacy meeting
- Attended Winter Carnival Media Launch to announce receipt of \$150,000 grant
- Participated in tour of O'Keefe Ranch

COUNCILLOR KELLY FEHR

Councillor Kelly Fehr provided a verbal report on the following matters:

- **MEETING/EVENT ATTENDANCE**

- Attended Canadian Mental Health Association Suicide Prevention and Awareness event
- Attended Terry Fox Run on behalf of Mayor Cumming
- Attended Chamber of Commerce Business Excellence Nominee Reception on behalf of Mayor Cumming
- Attended Event to Announce Chamber of Commerce Finalist for 2019 Manufacturer of the Year Award

COUNCILLOR DALVIR NAHAL

Councillor Dalvir Nahal provided a verbal report on the following matters:

- **MEETING/EVENT ATTENDANCE**

- Attended Regional District Agriculture Advisory Committee meeting
- Chamber of Commerce AGM

COUNCILLOR BRIAN QUIRING

Councillor Brian Quiring provided a verbal report on the following matters:

- **MEETING/EVENT ATTENDANCE**

- Attended BC Wood Conference last week

MAYOR VICTOR CUMMING

Mayor Cumming provided a verbal report on the following matters:

- **MEETING/EVENT ATTENDANCE**

- **Attended several events including:**
 - Toured O'Keefe Ranch
 - Advisory Planning Committee Meeting
 - AGM for Okanagan Basin Water Board
 - Tour of BC Hydro Building with Kevin Poole
 - Climate Action Committee on behalf of Councillor Quiring
 - Chamber of Commerce AGM
 - Celebration for receipt of grant announcement for Swan Lake Sewer project

- Telephone Meeting with Mayors and Minister Farnworth regarding policing costs
- Meeting with Fulton Teachers regarding integrating climate action items into curriculum

INFORMATION ITEMS:

Council received the following information items:

- A. Letter dated August 22, 2019 from Linda Buchanan, Mayor, City of North Vancouver to the Hon. Rob Fleming, Minister of Education, re: Support for Public Libraries. **(P.)**
- B. Letter dated September 4, 2019, from Henry Wiebe, Acting Mayor, Village of Burns Lake, re: Support for UBCM Resolution – Limited Entry Hunt for Cow/Calf Moose. **(P.)**
- C. Letter dated September 5, 2019 from Tate Bengtson, Chief Administrative Officer, City of Enderby, re: Fostering Transportation Network Services in Small Communities **(P.)**
- D. Minutes from the following Committees of Council:
 - (i) Advisory Planning, August 20, 2019 **(P.)**

CLOSE

Mayor Cumming closed the Regular Open Meeting of the Council of the Corporation of the City of Vernon at 3:52 pm

CERTIFIED CORRECT:

Mayor

Corporate Officer



THE CORPORATION OF THE CITY OF VERNON



REQUEST TO APPEAR AS A DELEGATION

ON 16 Sept 2019
Day Month Year

APPROVED: _____
Mtg Date: _____

(See Council Calendar on back of Form)

Date of Request: Aug 28, 2019

Name of Person Making the Request: Sandra Welton

Name & Titles of Presenter(s): Sandra Welton

Contact Information: Phone: _____ Email: _____

Mailing Address: _____

DETAILS OF PRESENTATION

my Daughter overdosed on May 30 IN Vernon

Wanting to find out the status and Awareness
of A safe Injection site for Vernon

Will There be a Power Point Presentation? No ☒ *Yes ☐ (*due one week before the meeting)

Will There be written material provided for the Agenda? No ☐ *Yes ☐ (*due one week before the meeting)

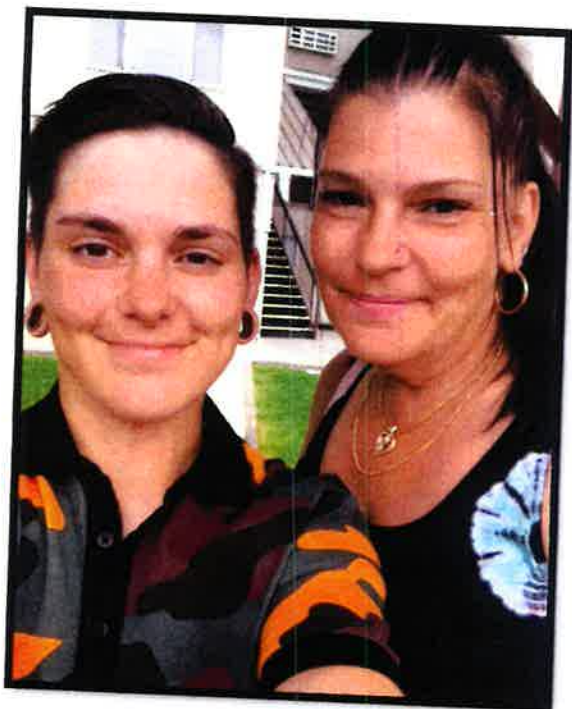
DESIRED ACTION FROM COUNCIL

Open A safe Injection site
So less people die

*Please be advised that delegations are limited **5 minutes**, (followed by any questions from Council), unless otherwise resolved by Council.

(PLEASE SEE REVERSE)

Personal information collected is collected in compliance and protected in accordance with the Freedom of Information and Protection of Privacy Act and will be used for the purposes serving our citizens in a responsible and efficient manner.



Mehgan's family thank you sincerely for sharing their sorrow and offering your support. Your thoughtfulness is appreciated and will always be remembered.

Bowers
Funeral Services & Crematorium



In loving memory of
Mehgan Rosa-Lia
1991-2019



In loving memory of
Mehgan Rosa-Lia
Parrotta (Welton)

Born
 January 7, 1991
 Vancouver, BC

Passed away
 May 30, 2019

*Surrounded by her loving family
 And special friends, Carolyn & Geoff Davies
 by her side.*

Celebration of Life
 Tuesday, June 18, 2019 at 1 p.m.
 Welton family home
 6377 VLA Road, Chase, BC

Celebrant & Tributes by Jack Bowers

Followed by songs specially selected
 in remembrance of Mehgan-
 Always Stay Humble & Kind
 & Power of Love

Mehgan is survived by her loving parents, Sandra (Pat), John (Colleen); grandfather Lawrie Welton; step brother, Casper Welton; brother, Kory Parrotta; aunts and uncles, Tracey (Bob), Danny (Chris), Trino (Mert), Ines, Pete (Colleen); and her very special God Parents Rita & Sam Manfredi and many cousins.

*God grant me the serenity to accept the things I cannot change;
 courage to change the things I can; and wisdom to know the difference.*

Living one day at a time; Enjoying one moment at a time;

*Accepting hardships as the pathway to peace; Taking, as He did,
 this sinful world as it is, not as I would have it; Trusting that He will make
 all things right if I surrender to His Will; That I may be reasonably happy in
 this life and supremely happy with Him Forever in the next.*

Amen.

Oct. 4, 2019

Your Worship and Council

Thank you for the opportunity to appear before council Oct. 15 and to provide an update on the Greater Vernon Chamber and matters important to our members.

The focus of our presentation will include:

1. Proposed private security in the downtown core.
2. Enhanced mental health and treatment services.
3. Chamber activities

We will provide more details on these topics during our presentation. We look forward to meeting with you Oct. 15.

Dione Chambers

General Manager

Greater Vernon Chamber of Commerce



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Rushi Gadoya, Environmental
Planning Assistant

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: October 15, 2019
REPORT DATE: October 7, 2019
FILE: DVP00459

SUBJECT: DEVELOPMENT VARIANCE PERMIT APPLICATION FOR 2 – 50 KESTREL PLACE

PURPOSE:

To review the Development Variance Permit (DVP) application to vary Zoning Bylaw #5000 in order to develop within the lake setback area at 2 – 50 Kestrel Place.

RECOMMENDATION:

THAT Council support development variance permit application DVP00459 to vary Section 4.13.2 of Zoning Bylaw #5000 by allowing construction works within 15m from the High Water Mark of Okanagan Lake to accommodate enclosing an existing second story balcony and construction of concrete base (hot tub) at LT 11 PL KAS2694 DL 297 ODYD (2 – 50 Kestrel Place),

AND FURTHER, that Council's support of DVP00459 is subject to the following:

- a) that the Riparian Areas Regulation (RAR) assessment by Canyon Wren Consulting Inc. dated June 21, 2019, identifying compensation works to be completed by the applicant, be attached to and form part of DVP00459 as Schedule 'A';
- b) that the Site Plan by Monashee Surveying and Geomatics dated July 6, 2019 be attached to and form part of DVP00459 as Schedule 'B'; and
- c) that the applicant provide additional riparian compensation of native planting at the ratio of 3:1.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council not support development variance permit application DVP00459 to vary Section 4.13.2 of Zoning Bylaw #5000 to allow construction works within 15.0m from the High Water Mark of Okanagan Lake to accommodate enclosing existing second story balcony and construction of concrete base (hot tub) at LT 11 PL KAS2694 DL 297 ODYD (2 – 50 Kestrel Place),

Note: Denial of the development variance permit application would restrict the siting and massing of any proposed structure to meet the existing provisions of Zoning Bylaw #5000. The applicant would have to revise the proposal and any future development on the subject property would have to meet the zoning provisions of the day.

ANALYSIS:

A. Committee Recommendations:

At its meeting of October 1, 2019, the Advisory Planning Committee passed the following resolution:

"THAT the Advisory Planning Committee recommends that Council support development variance permit application DVP00459 to vary Section 4.13.2 of Zoning Bylaw #5000 by allowing construction works within 15m from the High Water Mark of Okanagan Lake to accommodate enclosing an existing second story balcony and construction of concrete base at LT 11 PL KAS2694 DL 297 ODYD (2 – 50 Kestrel Place),

AND FURTHER, that Council's support of DVP00459 is subject to the following:

- a) that the Riparian Areas Regulation (RAR) assessment by Canyon Wren Consulting Inc. dated June 21, 2019, identifying compensation works to be completed by the applicant, be attached to and form part of DVP00459 as Schedule 'A';*
- b) that the Site Plan by Monashee Surveying and Geomatics dated July 6, 2019 be attached to and form part of DVP00459 as Schedule 'B'; and*
- c) that the applicant provide additional riparian compensation of native planting at the ratio of 3:1."*

B. Rationale:

1. The subject property is a lakeshore strata property located within the Bella Vista West neighbourhood. The property is bound by Okanagan Lake to the north and a private strata road to the south. The site is currently developed and consists of a single family dwelling. (Figures 1 and 2).
2. The subject property is zoned Small Lot Residential (R4) and is subject to the development regulations contained within Section 4.13.2 of Zoning Bylaw #5000 (Attachment 1). The existing single family dwelling home is an existing legally non-conforming structure within 15m of Okanagan Lake High Water Mark (HWM).
3. A Development Permit application for the subject property was originally submitted in May 2018 to add 10.1m² to the basement floor, reposition the hot tub onto the existing covered patio area and repair an existing retaining wall that was damaged during 2018 high water (retaining wall repair has been completed but impacted nearly all the existing riparian vegetation). This application was withdrawn in May 2019.
4. Works have been conducted within the Riparian Area (15m from Okanagan Lake HWM) without proper approval. The second story balcony has been enclosed, the hot tub has been removed from its previous location and the area below the existing covered patio has been excavated and made ready for the hot tub to be placed in position. A Stop Work Order was issued by the Building and Licensing Department for construction without proper approvals (Building Permit (BP), Development Permit (DP) and a Development Variance Permit (DVP).

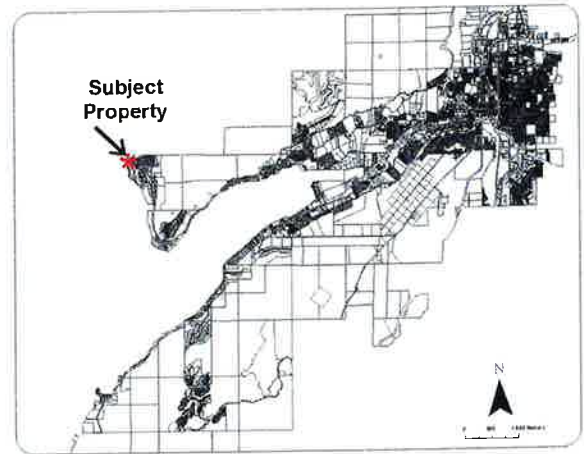


Figure 1. Property Location Map



Figure 2. Aerial Location Map

5. The Stop Work Order was partially lifted by the Building and Licensing Department to allow completion of side yard works and interior renovations that were outside of the Streamside Protection and Enhancement Area (SPEA).
6. The applicant resubmitted the DP and submitted a DVP application in June 2019 and is now proposing to redevelop the existing single family dwelling by enclosing the second story balcony and constructing a concrete base hot tub within existing roof line (still within 15m of Okanagan Lake HWM) and planting the SPEA area with 38 native trees/shrubs as a compensation.
7. The applicant is requesting to vary Section 4.13.2 of Zoning Bylaw #5000 to allow enclosing of second story balcony and construction of concrete base hot tub within 15m of Okanagan Lake HWM. (Attachment 2).
8. The redevelopment of the subject property is entirely within the Riparian Area (within 30m of HWM). A Riparian Areas Regulation (RAR) assessment report by Canyon Wren Consulting Inc. dated June 21, 2019 has been submitted for the proposed development (Attachment 3). In the report, the Qualified Environmental Professional (QEP) indicates:
 - a) that all works have already occurred within Streamside Protection and Enhancement Area (SPEA) and within 15m of the HWM and that this application would remedy the impacts already made;
 - b) the changes to the deck increase the 3 dimensional box in the SPEA, but not the footprint of the building;
 - c) the proponent is moving the hot tub further back into the existing deck reducing the impermeable surface in the SPEA;
 - d) there would be 38 native/trees or shrubs to compensate for vegetation removed from the SPEA;
 - e) as development is within the existing foundation and reduces overall impermeable surface, the QEP cannot conclude that there will be a harmful alteration, disruption or destruction of fish habitat (HADD); and
 - f) the QEP has proposed an environmental monitoring schedule and post-development report to ensure reporting would meet legislative requirements.
9. Administration supports the requested variance for the following reasons:
 - a) the proposed works meet the intent of the RAR and would not negatively impact fish habitat;
 - b) the resulting construction is occurring on existing foundation and moving the hot tub reduces the impermeable surface in the SPEA;
 - c) the proposed planting identified in the QEP report (Attachment 3 page 10 of 22) would result in an immediate ecological net benefit to the riparian function of the property; and
 - d) the additional riparian compensation with native planting at the ratio of 3:1 will increase vegetation and enhance the riparian area.

C. Attachments:

Attachment 1 – Zoning Bylaw #5000: Section 4.13 Riparian Setback
Attachment 2 – Site Plan by Monashee Surveying and Geomatics, dated July 6, 2019
Attachment 3 – RAR Assessment by Canyon Wren Consulting Inc., dated June 21, 2019

D. Council's Strategic Plan 2019 – 2022 Goals/Action Items:

The subject application involves the following goal in Council's Strategic Plan 2019 - 2022:

- Work towards a sustainable Vernon – environmentally, economically and socially.

E. Relevant Policy/Bylaws/Resolutions:

1. The Official Community Plan (OCP) designates the property as Residential – Low Density and identifies guidelines within the Environmental Management Area Strategy for which development within the Riparian Assessment Area are subject to.
2. The Environmental Management Area Strategy requires compensation for developments which affects the SPEA by planting with native species at a ratio of 3:1, when encroachment into the SPEA is proposed and supported by a QEP in accordance with the RAR.
3. The property is zoned R4 – Small Lot Residential, which confirms with the OCP land use designation. The proposed development variance permit application is to vary the following section of Zoning Bylaw #5000:

4.13.2 No development shall take place within 15m of the High Water Mark of Okanagan Lake.

4. The *Local Government Act* provides Council with the authority to vary local bylaws based on specific considerations. The granting of such variances does not set precedence within the community for future variances to be based upon, as each variance application must be evaluated on its own merit and potential implications to the whole community and the specific neighbourhood.

BUDGET/RESOURCE IMPLICATIONS:

N/A

Prepared by:

Oct 2 2019 3:55 PM

X

Rushi Gadoya



Rushi Gadoya

DocuSign

Rushi Gadoya
Environmental Planning Assistant

Oct 2 2019 3:59 PM

X

Craig Broderick



Craig Broderick

DocuSign

Division Director

Approved for submission to Council:

[Signature]
Will Pearce, CAO

Date: 18. OCTOBER. 2019

REVIEWED WITH

- | | | |
|--|---|--|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input checked="" type="checkbox"/> Current Planning |
| <input type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input checked="" type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input checked="" type="checkbox"/> Building & Licensing |
| <input type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input checked="" type="checkbox"/> Engineering Development Services |
| <input checked="" type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services | <input checked="" type="checkbox"/> Infrastructure Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Parks | <input checked="" type="checkbox"/> Transportation |
| <input type="checkbox"/> Financial Services | | <input checked="" type="checkbox"/> Economic Development & Tourism |
| <input checked="" type="checkbox"/> COMMITTEE: APC (Oct. 10/19) | | |
| <input checked="" type="checkbox"/> OTHER: | | |
| <input checked="" type="checkbox"/> Ministry of Forests, Lands and Natural Resources Operations, and Rural Development | | |
| <input checked="" type="checkbox"/> RDNO Engineering/Greater Vernon Water | | |

G:\3000-3699 LAND ADMINISTRATION\3090 DEVELOPMENT VARIANCE PERMITS\20 Applications\DVP00459\2 PROC\Rpt\APC\191007_RG_Council
Rpt_DVP00459.docx

4.11 Rooftop Screening

- 4.11.1 Rooftop mechanical and electrical equipment in **zones** other than **agricultural zones** shall be screened from view from a public **street** or **adjacent lots** at grade.

4.12 Utility Cabinets

- 4.12.1 Utility cabinets for the provision of telephone, power, cable television or other **utility services**, when located outside a statutory right-of-way, shall comply with the following:
- a cabinet less than 1.8m in **height** with no horizontal dimension exceeding 1.0m need not comply with any **yard** requirements in any **zone**;
 - a cabinet less than 1.8m in **height** with a horizontal dimension between 1.0m and 2.0m must be set back at least 1.0m from a **lot line**; and,
 - a cabinet greater than 1.8m in **height** or with a horizontal dimension exceeding 2.0m shall comply with the setbacks for **secondary structures** in that **zone**.

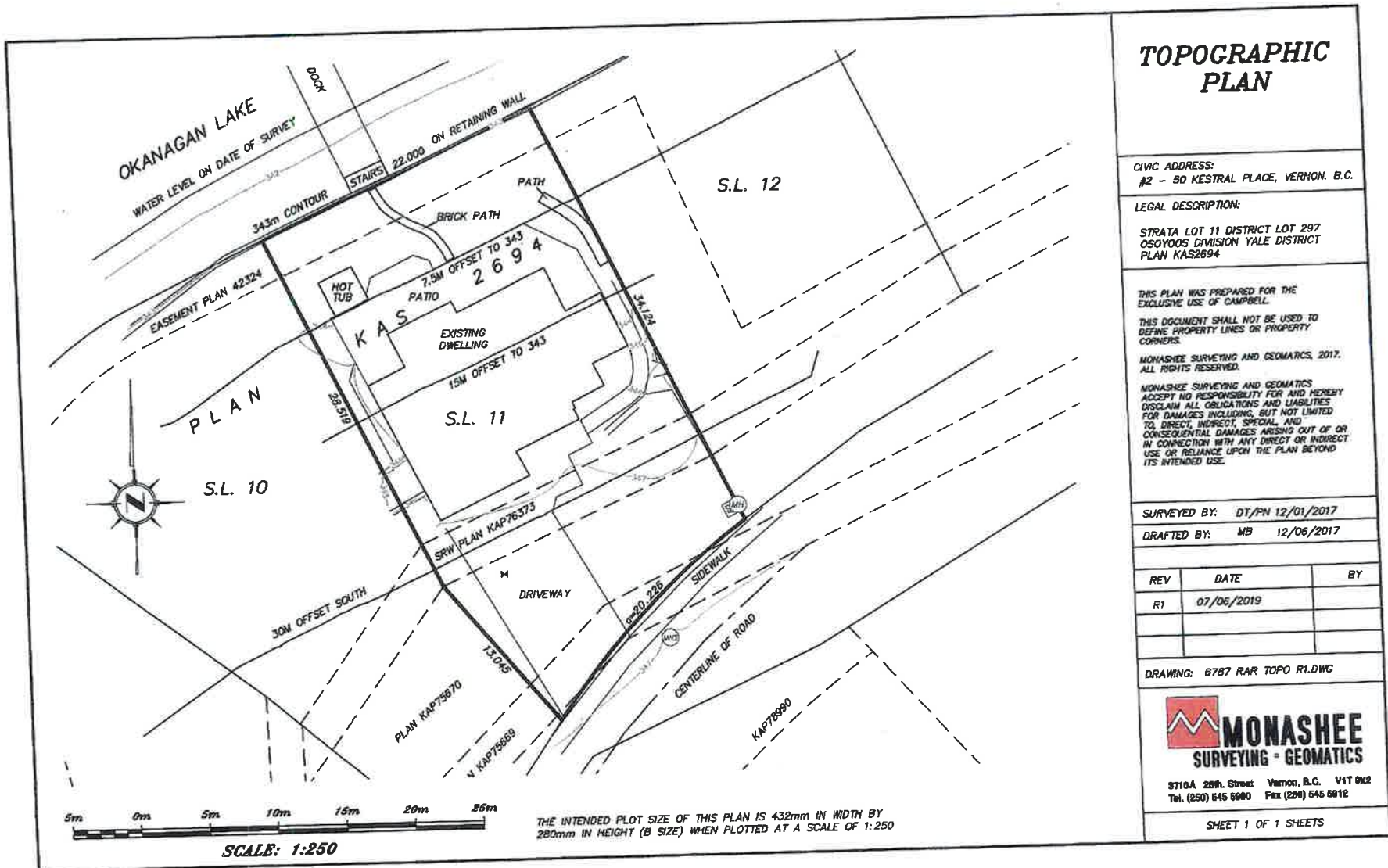
4.13 Riparian Assessment Areas

- 4.13.1 Vernon's Official Community Plan (OCP) establishes Development Permit Areas (DPAs) for all areas within the City of Vernon. Vernon's Environmental Management Areas (EMA) Strategy regulates the riparian portion of Development Permitting for all areas, as provided by the OCP. Riparian permitting in the EMA Strategy addresses the siting of buildings and structures in relation to streams and ravines by development permit in accordance with site specific riparian assessments. (Bylaw 5369)

- 4.13.2 No **development** shall take place within 15m of the **High Water Mark** of Okanagan Lake. (Bylaw 5369) (Bylaw 5440)

4.14 Minimum Building Width

- 4.14.1 The minimum horizontal width of any detached primary **building** shall be 7.0m in all residential zones, except in the R7 Mobile Home Residential zone and RST1 Residential Single and Two Family Zone which may have a minimum building unit width of 5.0m on single family lots up to 9.4m wide and two family lots up to 16.4 m wide. (Bylaw 5397)



TOPOGRAPHIC PLAN

CIVIC ADDRESS:
#2 - 50 KESTRAL PLACE, VERNON, B.C.

LEGAL DESCRIPTION:
STRATA LOT 11 DISTRICT LOT 297
OSOYOOS DIVISION YALE DISTRICT
PLAN KAS2694

THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE OF CAMPBELL.
THIS DOCUMENT SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS.
MONASHEE SURVEYING AND GEOMATICS, 2017. ALL RIGHTS RESERVED.
MONASHEE SURVEYING AND GEOMATICS ACCEPT NO RESPONSIBILITY FOR AND HEREBY DISCLAIM ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT, SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DIRECT OR INDIRECT USE OR RELIANCE UPON THE PLAN BEYOND ITS INTENDED USE.

SURVEYED BY: DT/PN 12/01/2017
DRAFTED BY: MB 12/06/2017

REV	DATE	BY
R1	07/06/2019	

DRAWING: 6787 RAR TOPO R1.DWG

MONASHEE
SURVEYING - GEOMATICS
3710A 28th Street Vernon, B.C. V1T 0X2
Tel. (250) 545 6900 Fax (250) 545 6912

SHEET 1 OF 1 SHEETS

Riparian Area Regulation Assessment

**#2 – 50 KESTREL PLACE
VERNON, BC**

Prepared for:
Robin Campbell

12036 – 114 Street,
Fairview, AB

Prepared by:



CANYON WREN
CONSULTING INC.

Riparian Areas Regulation: Assessment Report

Please refer to submission instructions and assessment report guidelines when completing this report.

Date Original: May 22, 2018
Amended: June 21, 2019**I. Primary QEP Information**

First Name	Mark		Middle Name	D
Last Name	Piorecky			
Designation	R.P.Bio	Company: Canyon Wren Consulting Inc		
Registration #	1810	Email: mark@canyonwren.ca		
Address	5859 Hartnell Road			
City	Vernon	Postal/Zip	V1B 3J5	Phone # 250.307.2038
Prov/state	B.C.	Country	Canada	

II. Secondary QEP Information (use Form 2 for other QEPs)

First Name			Middle Name	
Last Name				
Designation		Company:		
Registration #		Email		
Address				
City		Postal/Zip		Phone #
Prov/state		Country	Canada	

III. Developer Information

First Name	Robin	Middle Name	
Last Name	Campbell		
Company			
Phone #	780.835.1977	Email: robin@campbellchrysler.ca	
Address	12036 – 114 Street		
City	Fairview	Postal/Zip	V0H 1L0
Prov/state	AB	Country	Canada

IV. Development Information

Development Type	Family Residential		
Area of Development (ha)	0.001 addition 0.037 total	Riparian Length (m)	22
Lot Area (ha)	0.081	Nature of Development	Redevelopment
Proposed Start Date	June 2019	Proposed End Date	Oct 2019

V. Location of Proposed Development

Street Address (or nearest town)	#2 – 50 Kestrel Place		
Local Government	City of Vernon	City	Vernon
Stream Name	Okanagan Lake	Region	Okanagan
Legal Description (PID)	027-815-862	DFO Area	B.C. Interior
Stream/River Type	Lake		
Watershed Code	310		
Latitude	50° 15' 07"	Longitude	119° 25' 15"

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Section 1. Description of Fisheries Resources Values and a Description of the Development Proposal

Fish and Fish Habitat

Okanagan Lake provides habitat for over 23 species of native and introduced fish. These include a variety of salmonids and coarse/non-game species. The table below provides a list of fish species present in Okanagan Lake.

Table 1. Fish species present in Okanagan Lake

Common Name	Scientific Name	Native (N) or Introduced (I)
brook trout	<i>Salvelinus fontinalis</i>	I
burbot	<i>Lota lota</i>	N
carp	<i>Cyprinus carpio</i>	I
chiselmouth	<i>Acrocheilus alutaceus</i>	N
cutthroat	<i>Oncorhynchus clarki lewisi</i>	N
kokanee	<i>Oncorhynchus nerka</i>	N
lake trout	<i>Salvelinus namaycush</i>	I
lake whitefish	<i>Coregonus clupeaformis</i>	I
largescale sucker	<i>Catostomus macrocheilus</i>	N
leopard dace	<i>Rhinichthys falcatus</i>	N
longnose dace	<i>Rhinichthys cataractae</i>	N
longnose sucker	<i>Catostomus catostomus</i>	N
mountain whitefish	<i>Prosopium williamsoni</i>	N
northern pikeminnow	<i>Ptychocheilus oregonensis</i>	N
peamouth chub	<i>Mylocheilus caurinus</i>	N
prickly sculpin	<i>Cottus asper</i>	N
pumpkinseed	<i>Lepomis gibbosus</i>	I
pygmy whitefish	<i>Prosopium coulteri</i>	N
rainbow trout	<i>Oncorhynchus mykiss</i>	N
redside shiner	<i>Richardsonius balteatus</i>	N
slimy sculpin	<i>Cottus cognatus</i>	N
smallmouth bass	<i>Micropterus dolomieu</i>	I
steelhead	<i>Oncorhynchus mykiss</i>	N
yellow perch	<i>Perca flavescens</i>	I

Ministry of Environment Habitat Wizard website, 2018

On May 18th, 2018 the waters edge was approximately 1.3 m below the high water mark (HWM) which is identified by the 343 m elevation contour and corresponds with an existing retaining wall (Photo 1). The lakebed/substrate in the littoral zone in front of the subject property was categorized as:

- HWM to 4 m – fine to small gravel (1-3 cm);
- 4 to 8 m – medium to large (3-10 cm) gravels with a thin layer of fines on top;
- 8 to 13 m – 50% open fines (e.g. sand/silt), 40% large gravel and remainder small cobble

(10-20 cm);

- Beyond 13 m – all fines with a narrow band of milfoil as the lake drops off.

Existing fish habitat in Okanagan Lake in front of the subject property is characterized as low-value kokanee spawning habitat. This is based on the topography and lake substrate observed in the littoral zone in front of the property, as well as maps produced as part of the Okanagan Region Large Lakes Foreshore Protocol (Jan 2018). This protocol identifies black, red, yellow and no colour zones associated with kokanee spawning importance. Shore spawning kokanee are known to occur in Okanagan Lake, and spawning habitat is generally associated with cliffs/bluffs and angular coarse substrates (which do not occur on or anywhere near the subject property). The foreshore in front of the subject property is a no colour zone. As such, fish habitat is suitable for juvenile rearing and general foraging and is comprised primarily of gravels and fines. Nearshore topography is gently sloping.

Description of Current Riparian Vegetation Condition

Topographically, the property is stepped, comprising of generally level areas followed by a 1-2 m elevation drops. Over the length of the property (34 m) the elevation drops a total of 4 m, from the road to the HWM.

The majority of the subject property and SPEA exists in an altered state (Figure 1, Photos 1-3). The portion of the property that is not developed consists almost entirely of lawn or gravel landscaping, with some ornamental vegetation in the northeast and northwest property corners. **On May 22, 2018**, vegetation in these areas included: 1 chokecherry (8 cm dbh), 4 spirea, 1 rose, 3 ground junipers, 1 Japanese barberry and a variety of perennial herbaceous plants. This vegetation, while modest, provides valuable riparian function in the form of leaf litter, insect drop, shade and potential for woody debris. The property currently provides limited value riparian function.

Nature of Development and Proposed Activities

Field assessments of the subject property were **initially** conducted on March 5th and May 18th, 2018, **then again on June 11, 2019**, by Mark Piorecky, M.Sc., R.P.Bio. The subject property consists of a single parcel measuring approximately 22 m wide (lake front) by 34 m deep (Figure 1). Based on survey plans, the property is 808 m² in size. It is bordered by developed residential lots to the northeast and southwest, Kestrel Rd. to the southeast and Okanagan Lake to the northwest.

It was the initial intent of the proponent to add 10.1 m² of kitchen to the basement floor of the residence (Photo 4), as per the first submission of this RAR Assessment. Subsequent to posting, the proponent decided to abandon the kitchen extension and instead close in an existing second story balcony (Photos 1 and 7, 9.6 m²). Somehow permitting and an update of the RAR assessment for this altered course of action, were never communicated and/or completed. Secondly, during the interim a Section 11 application was submitted and obtained, to repair an existing retaining wall that was damaged during 2018 high water. This repair was completed, but impacted nearly all the existing riparian vegetation. Finally, during repositioning of the hot tub, onto the existing covered patio area, portions of the concrete patio were removed to try to sink the hot tub below ground. Replacement of the concrete patio in this area (Photo 8) will not extend beyond the existing roof line, as shown in Photo 2. This application will attempt to remedy the above identified issues. All back yard works have occurred within the SPEA and within 15 m of the High Water Mark (see Figures 1 and 2). To minimize impacts to the riparian values of the subject property, the following actions are being pursued:

- 1) The 9.6 m² enclosed deck has not increased the building surface area. It has however increased the 3-dimensional space taken up by the residence within the SPEA.
- 2) As part of redeveloping the residence, the proponent has removed the existing hot tub (7.2 m²) and 15.5 m² of existing uncovered concrete deck. Resulting in a compensation area of 22.7 m² for build area that adds to the 3-dimensional building

space, but does not increase the existing building footprint (see Figures 1 and 2 for details, Photo 7).

- 3) DFO re-vegetation guidelines call for 1 tree or shrub per sq m (MOE 2008). As approximately 22.7 m² of area will be reclaimed, a minimum of 23 native trees or shrubs (as outlined in Section 2) will be required to enhance the SPEA. See Figure 3 for proposed landscaping plan.
- 4) Additional native vegetation, in the amount of 15 native trees or shrubs (as outlined in Section 2) will be added to compensate for vegetation removed during repair of the retaining wall.
- 5) Concrete re-poured under the covered deck, will be poured in the same dimensions as previously existed. No portion of the re-pour will extend beyond the overhanging roof.

Construction has started and is anticipated to be completed by Oct 1, 2019.

The QEP acknowledges that the City is concerned with the project's increase in 3-dimensional building space within the RAR SPEA, as the enclosed deck will now have a roof, and thus extend the existing roof-line NW, further into the SPEA. From my analysis of the Regulation, and the RAR Methods Manual, there appears to be NO discussion or assessment methods around how changes in 3-dimensional space within the SPEA, impact biological features, functions and conditions. Note, the regulation does allow for rebuilding ON THE EXISTING FOUNDATION, without even conducting an assessment. It also makes no note of a requirement to maintain the existing 3-dimensional space. In this case, because the 3-dimensional increase in space is a modest one, the proponent is removing 22.7 m² of hard surface, and reclaiming with a total of 38 native trees/shrubs, a net benefit to the riparian function of the property is anticipated.

The QEP acknowledges that development within the RAR determined SPEA is not an action that is typically supported by Provincial staff. However, Section 4(2) of RAR sets out that a local government can permit a development to proceed if the local government notifies Ministry of Fisheries and Oceans Canada ("FOC") and the Minister of the Environment ("MOE") of the development proposal and provides an assessment report from a QEP indicating that: if the development is implemented there will be no harmful alteration, disruption or destruction ("HADD") of features or conditions that support fish life, if the development implements measures identified in the report. By submitting this assessment to the Provincial RARNS Database, both FOC and MOE have been notified of this development proposal.

To further support section 4(2) of the Regulation, the BC Provincial Court of Appeal (Yanke v. Salmon Arm, 2011) identified that under RAR, QEPs are charged with the responsibility of both determining the SPEA, and determining whether or not the proposed development will result in HADD. There is nothing stating that development within the SPEA cannot be conducted without causing a HADD. Given that development is proposed within the existing building foundation, and that existing impermeable surface area totalling 22.7m², will be removed (i.e. returned to potential vegetation status) and then planted with native vegetation, the QEP CANNOT reasonably conclude that the proposed works will cause a HADD.

Section 2. Results of Riparian Assessment (SPEA width)**2. Results of Detailed Riparian Assessment**

Refer to Chapter 3 of Assessment Methodology

Date: June 21, 2019

Description of Water bodies involved (number, type)

Okanagan Lake

Stream

Wetland

Lake

Ditch

No. of reaches

Reach #

Site Potential Vegetation Type (SPVT)

	Yes	No	
SPVT Polygons	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes I, <u>Mark Piorecky</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:	1 of 1		Method employed if other than TR
SPVT Type	LC	SH	
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1 of 1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)	15					
Litter fall and insect drop ZOS (m)	15					
Shade ZOS (m) max	27.3	South bank	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)					
Ditch Fish Bearing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If non-fish bearing insert no fish bearing status report	
SPEA maximum	27.3	(For ditch use table3-7)				

I, Mark Piorecky, hereby certify that:

- a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b. I am qualified to carry out this part of the assessment of the development proposal made by the developer Robin Campbell;
- c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- d. In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

The shoreline of the subject property faces north-northwest, thus IS significantly influenced by the shade ZOS. As a result, the RAR determined SPEA is a maximum of 27.3 m as measured horizontally from the HWM of Okanagan Lake (343 m above sea level).

Proposed re-development on the subject property will include a 9.6 m² enclosure of an existing second story balcony, entirely within the SPEA Figure 2. In an attempt to ensure an overall net benefit to riparian values, a total of 22.7 m² of existing hardscape features will be removed. Based on this removal, a minimum of 4 native trees and 19 native shrubs will be required to enhance the SPEA. Meanwhile, an additional 15 native shrubs will be added to compensate for vegetation removed during repair of the retaining wall. See Figure 3 for proposed landscaping plan.

Vegetation additions or replacement within the SPEA will adhere to the following:

- Tree composition will consist of 2/3rds deciduous and 1/3rd coniferous trees.
- Species will be chosen from the following:
 - Coniferous trees: ponderosa pine, Douglas-fir, western larch, western white pine, western red cedar.
 - Deciduous trees: aspen, birch, cascara, choke cherry, pin cherry, cottonwood, mountain ash, hawthorn or willow.
 - Shrubs: ceanothus, black twinberry, soopalallie, high/low bush cranberry, willow, dogwood, Douglas maple, snowberry, rose, saskatoon, spirea, hazelnut, huckleberry, juniper, potentilla, mock-orange, elderberry or Oregon grape.

Apart from the identified development plan, activities and features that are prohibited within the SPEA, include but are not limited to the following: removal, alteration, disruption or destruction of vegetation; disturbance of soils; construction or erection of additional buildings and structures; creation of non-structural impervious or semi-impervious surfaces; flood protection works; construction of roads, trails, additional retaining walls, docks, wharves or bridges; provision and maintenance of sewer and water services; development of drainage systems and development of utility corridors.

Section 3. Site Plan

Figure 1: Detailed Site Plan
#2 - 50 Kestrel Place, Vernon, BC
Prepared by Canyon Wren Consulting Inc.
Distances in meters



Scale 1:176



Figure 3: Preliminary Landscape Plan
 #2 - 50 Kestrel Place, Vernon, BC
 Prepared by Canyon Wren Consulting Inc.
 Distances in meters

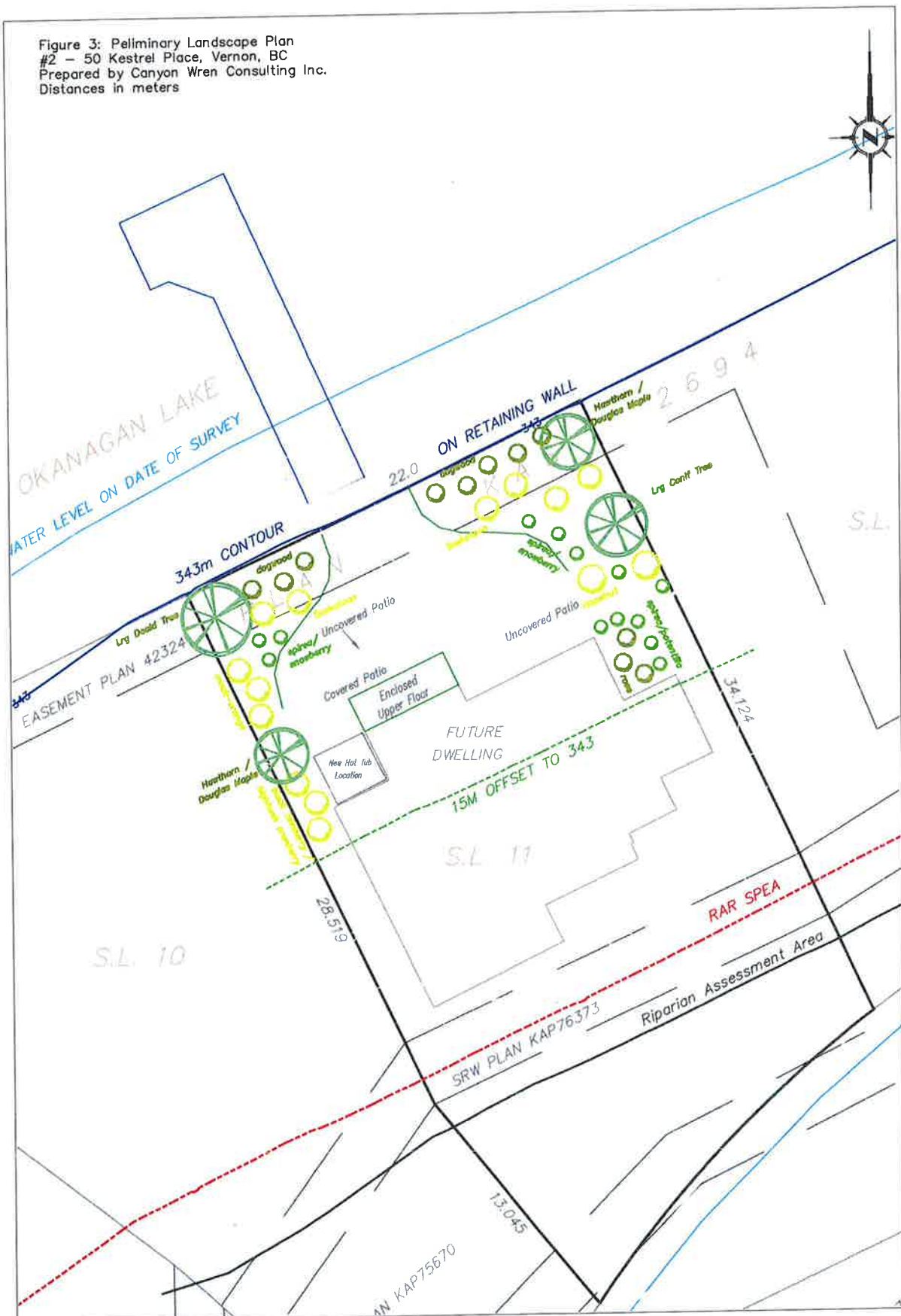


Figure 3: Preliminary Landscape Plan.

Section 4. Measures to Protect and Maintain the SPEA

1. Danger Trees	No danger trees were identified on the Subject Property. If trees within the SPEA are later identified as danger trees and need to be removed (i.e. as a result of natural aging, pine beetle, etc.), this will be done according to specifications outlined in the DFO / MoE tree replacement criteria.
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
2. Windthrow	Windthrow is not an issue for this development since no forested areas are being removed/altered.
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
3. Slope Stability	Slope stability is not an issue for this development as none of the field indicators of slope instability were observed, and no significant areas of soil or vegetation are being altered.
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
4. Protection of Trees	No trees exist within the SPEA. Recent re-construction of the existing failed retaining wall did impact existing shrubs. They will be replaced according to details outlined in Section 2.
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
5. Encroachment	<p>As the proposed development is on lake front property, the owners will expect and require access to the waterfront. However, it is also noted that the intention of the SPEA is to provide natural, functioning undisturbed riparian habitat. As such, the landowner will be made fully aware that encroachment into the SPEA is not a practice that is supported or permitted under the RAR. Encroachment activities include: conversion of natural vegetation into lawn, dumping of yard waste, planting of non-native vegetation, and the creation of numerous access points and pathways.</p> <p>Encroachment onto the SPEA will be deterred by expanding and enhancing the native abundance of vegetation within the SPEA. See Figure 3. Preliminary Landscape Plan.</p>
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ;	

b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
6. Sediment and Erosion Control	<p>Sediment and erosion control will focus on minimizing disturbance and source-control to prevent sediment or sediment laden water from entering the SPEA or the lake during construction. Proposed sediment control will follow Best Management Practices (BMPs) for: works in and around a watercourse, sediment control, and urban and rural land development (MWLP 2004, LWBC 2005).</p> <p>Under the direction of the EM, erosion and sediment control activities will include but not be limited to the following:</p> <ul style="list-style-type: none"> a. All areas with exposed soils will be re-vegetated promptly with grass especially where surface flows have potential to reach the lake. If re-vegetation cannot occur immediately, alternative sediment control methods will be employed. These can include the use of filter cloth, tarps and/or straw mulch in combination with silt fencing, if required; b. Excavated materials will be stockpiled in areas where there is negligible potential for sediment to be transported to the lake; c. In areas where soils are to be placed near the SPEA boundary and during development of the cabin, silt fencing will form a final barrier to sediment transport. The silt fence should be installed according to manufacturer's instructions and be monitored periodically for tautness and effectiveness.
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
7. Stormwater Management	<p>Stormwater from the area of impervious surfaces will not be discharged directly into the lake. New roof run-off will be directed into the ground and distributed amongst several discharge points through the use of dry wells. To decrease the potential for surface runoff 22.7 sq m of impermeable surface within the SPEA will be removed and planted with native vegetation. The replacement access will be re-constructed of stepping stones, as it was previously, see Photo 6.</p>
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
8. Floodplain Concerns (highly mobile channel)	<p>The subject property is not located in an active floodplain, therefore flooding of the SPEA will not be an issue.</p>
I, <u>Mark Piorecky</u> , hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Robin Campbell</u> ; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.	

Section 5. Environmental Monitoring

A Qualified Environmental Professional (QEP) will be retained as project environmental monitor by the proponent. The focus of monitoring will be the protection and reclamation of the SPEA. There will be a pre-construction meeting to communicate the importance of SPEA protection, along with tree protection and the erosion and sediment control plans with site personnel. Site inspection frequency will be timed to key construction activities in areas adjacent to and/or within the SPEA (i.e. concrete deck/hot tub removal, new slab re-pouring, reclamation) and based on weather events (e.g. after periods of intense rainfall). The QEP will ensure that sediment and erosion control measures are functioning properly and protecting the SPEA. The monitor has the authority to halt construction activities if impacts to sensitive habitats are likely to occur.

A post-development report, outlining the degree of compliance with the above measures and reviewing the success of measures implemented during construction must also be produced and submitted on the RAR database.

Section 6. Photos

Photo 1. View of the Subject Property, and foreshore from near the end of the existing dock, with the proposed enclosed second floor deck area (looking SSE) – May 18, 2018.



Photo 2. Subject Property structures and vegetation within the SPEA (looking E) – May 18, 2018.



Photo 3. Subject Property SPEA vegetation from N corner (looking SW) – May 18, 2018.



Photo 4. View of the initially proposed kitchen addition area in orange (looking SSE) – May 18, 2018.



Photo 5. View of portion of existing uncovered deck that have been removed, in magenta (looking SE) – May 18, 2018.



Photo 6. Stepping stone walkway to be recreated as per Figure 3 (looking N) – May 18, 2018.

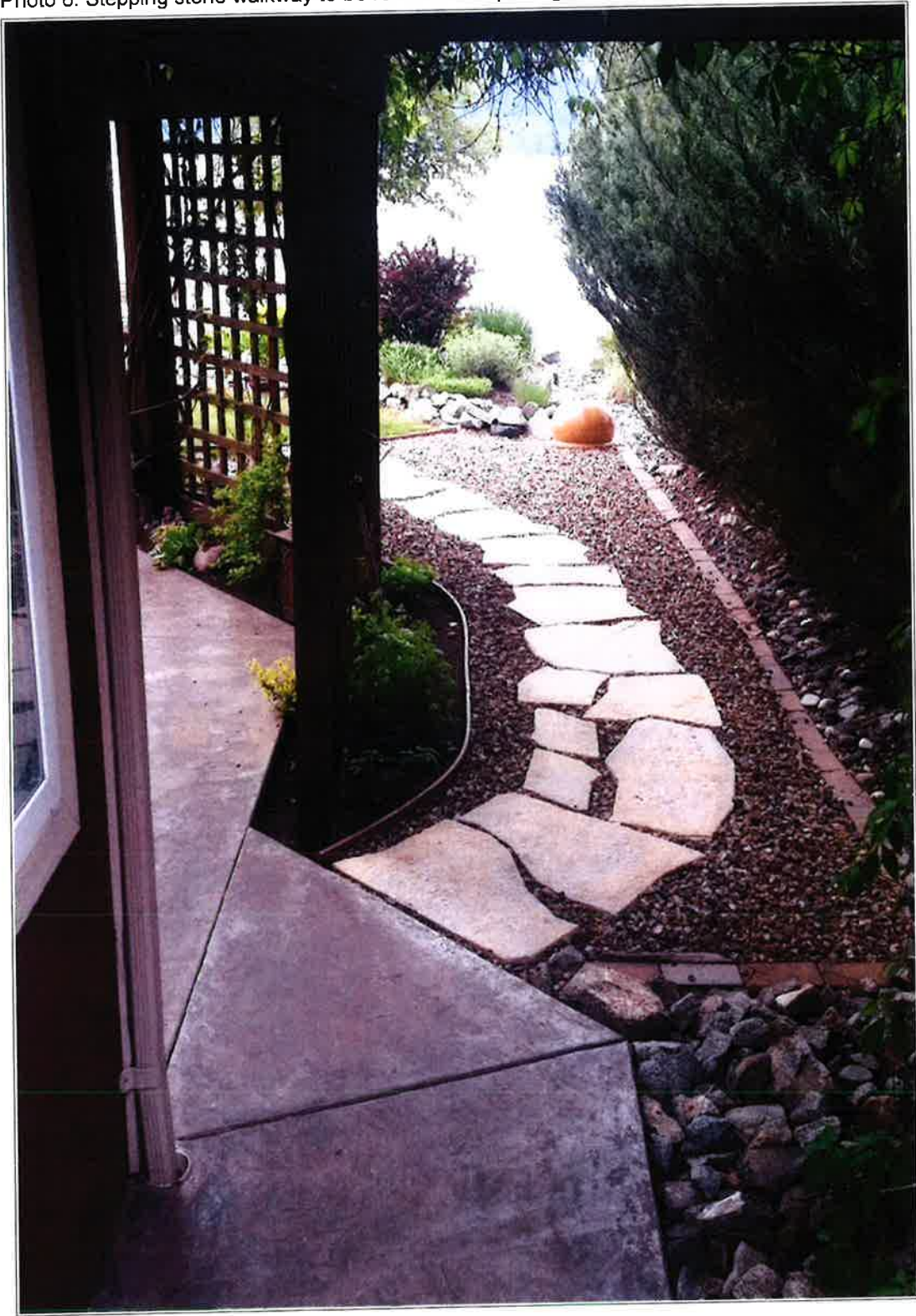


Photo 7. Re-constructed retaining wall and roughly completed enclosing of previous second story balcony (looking SSE) – June 11, 2019.



Photo 8. Concrete beneath roof removed to create sunken hot tub location. New concrete will NOT extend beyond roof line (looking S) – June 11, 2019.



Section 7. Professional Opinion**Assessment Report Professional Opinion on the Development Proposal's riparian area.**Date June 21, 20191. I/We Mark Piorecky, R.P.Bio.

hereby certify that:

- a) I am/We are qualified environmental professional(s), as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am/We are qualified to carry out the assessment of the proposal made by the developer Robin Campbell, which proposal is described in section 3 of this Assessment Report (the "development proposal");
- c) I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
- d) In carrying out my/our assessment of the development proposal, I have/We have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation; AND

2. As qualified environmental professional(s), I/we hereby provide my/our professional opinion that:

- a) ☒ if the development is implemented as proposed by the development proposal there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed, **OR**
- b) if the streamside protection and enhancement areas identified in this Assessment Report are protected from the development proposed by the development proposal and the measures identified in this Assessment Report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

[NOTE: "qualified environmental professional" means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if

- (a) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association's code of ethics and subject to disciplinary action by that association,
- (b) the individual's area of expertise is recognized in the assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal, and
- (c) the individual is acting within that individual's area of expertise.]

Section 8. References

- Land and Water BC (LWBC). 2005. A Users Guide to Working in and Around Water, Regulation under British Columbia's Water Act. Revised May 2005.
<http://www.agf.gov.bc.ca/resmgmt/publist/500series/502000-1.pdf>
- Ministry of Environment (MOE), Environmental Stewardship Division. 2008. Riparian Restoration Guidelines
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- Ministry of Environment, Lands and Parks (MOELP). 1996. Tree Replacement Criteria. B.C. Environment, Lower Mainland Region, Surrey, B.C. Pp. 1.
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development, 2018. Okanagan Region Large Lakes Foreshore Protocol. BC Ministry of Environment, Penticton, BC. 13 pp.
https://www2.gov.bc.ca/assets/gov/environment/natural-resource-stewardship/best-management-practices/okanagan/okanagan_large_lakes_foreshore_protocol.pdf
- Ministry of Water, Land and Air Protection (MWLAP). 2004. Standards and Best Practices for In Stream Works. WLAP BMP Series. 167 pp.
<http://wlapwww.gov.bc.ca/wld/documents/bmp/iswstdsbpsmarch2004.pdf>

ADMINISTRATION UPDATES
OCTOBER 15, 2019 REGULAR COUNCIL MEETING

File: 0550-05

COMMUNITY INFRASTRUCTURE AND DEVELOPMENT SERVICES

29th/30th Street Transportation Corridor (39th Avenue Intersection)

The Infrastructure Department has initiated the tender call period for the construction contract. The closing date for tenders is October 17, 2019. The project team is continuing to negotiate with CN Rail for the rail crossing on 39th Avenue. Tendering could proceed based on CN's assurances and the progress of the negotiations.

28th Avenue (30th Street to 32nd Street) Road and Utility Rehabilitation

The project is on schedule and within the available budget. Paving has been completed on 28th Avenue. Additional paving remains on 31st Street and will be completed in October 2019.

48th Avenue (Highway 97 to 29th Avenue) Drainage and Road Rehabilitation

The last major area of work is a culvert crossing Highway 97. The work is on schedule to be completed before the Thanksgiving weekend. Minor site clean-up will be completed after the long weekend. Costs correspond to pre-construction budget estimates.

15th Avenue Storm Rehabilitation (Highway 97 to Vernon Creek)

Construction will occur this fall with overall completion expected by the end of 2020. The project is on schedule and under budget.

Priority and Infill Sidewalks

Construction of the Priority and Infill Sidewalks Projects continues. The sidewalk segments that are largely complete include:

- 19th Street (north of 40th Avenue, connecting to Girouard Park);
- 4500 Block of 27th Avenue;
- 18th Street and 30th Crescent crosswalk (near Lakeview Park);
- 35th Street, north of 42nd Avenue (by Alexis Park Elementary School); and,
- 24th Street and 53rd Avenue

Construction of the 27th Street / 26th Street and 53rd Avenue sidewalk is underway and is expected to be complete before the end of October. Construction of the 20th Street sidewalk (north of 48th Avenue) is anticipated to start thereafter. Note that due to the available budget and actual costs for construction and materials, the 23rd Street and 46th Avenue sidewalks will not be constructed this year.

Recreation Vehicle (RV) Parking on Residential Properties

Arising from Councillor Inquiries at its Regular Meeting of September 16, 2019, Administration can confirm that Zoning Bylaw #5000 currently defines RVs and residential zones as follows:

Recreational Vehicle means a transportable conveyance intended as a temporary accommodation for travel, vacation, or recreational use and includes travel trailers, motorized homes, slide-in campers, chassis-mounted campers, boats, all terrain vehicles, snowmobiles and tent trailers but not including mobile homes.

Residential Zones are any zones described in Sections 9 of this Bylaw or any CD [Comprehensive Development] zone in which the predominant use, as determined by its general purpose and list of permitted uses, is of a residential nature.

Administration can further confirm that the Zoning Bylaw specifically permits:

- no more than two recreational vehicles outdoors on a lot in a residential zone (*Bylaw 5339*);
- no more than a total of six operating and licensable vehicles to be located outdoors on a lot in a residential zone. Operating and licensable vehicles include cars, vans, trucks, motorcycles, trailers and recreation vehicles (*Bylaw 5361*).

The latter prohibition covers both “operating and licensable vehicles” as residents often have cars that are currently being used (licensed) and those that are being stored but are still capable of being licensed (licensable). An example of a licensable vehicle would be an unlicensed boat trailer over winter.

If a property is zoned commercial but is currently utilized only for residential purposes, it would be treated as though it were a residentially zoned property for purposes of calculating the number of licensable vehicles permitted on the property.

DCC Bylaw Update – Next steps

First and second readings of Bylaw #5783, to amend Development Cost Charge (DCC) Bylaw #5233, 2009, appear elsewhere on this agenda for Council's consideration. Should first and second readings be given by Council, Administration would proceed with an open house for stakeholders and the general public. Prior to third reading, Administration would advise Council of any feedback received from the open house. Should Council give third reading to the bylaw, it would be forwarded with a background report to the Ministry for review and approval. Following Ministry approval, Bylaw #5783 would be brought back to Council for adoption.

Marshall Fields Fencing

The contract to install the fence at Marshall Fields was awarded to Vernon On-Site Fencing. The surveyor staked the fence location on October 7, 2019. The contractor will begin work shortly and expects the installation to take three weeks. The fencing contract as awarded is \$44,831.36 including taxes. Additional amenities are estimated at \$22,833.62. The budget estimate was \$87,000. There are sufficient funds to install signs and three dog stations: two within Marshall Fields and the third at the Lakers trailhead leading to Lakeshore Drive. Dog stations include bear proof garbage receptacles (with recyclables provision), doggie bag dispensers and a bench.

Trail Re-Alignment at Lakers

Administration has determined that the footpath around the ponds at Lakers does not need to be realigned to accommodate the Great Basin Spadefoots. In consultation with the biologist who first discovered the toads, trail improvements have been designed that will keep pedestrians and dogs on the path and avoid disturbance. This change can be accommodated within the existing budget and contract.

Beachcomber Bay Lake Access

The contract for landscape improvements to Beachcomber Bay has been awarded to Sierra Landscaping Limited and is currently scheduled for completion by October 31, 2019.

Catherine Gardens Trail

A new public pathway system from 31st Avenue to the viewpoint feature at the highest elevation on the City owned park site at 3210 Centennial Drive was a required condition of the new apartment building at the Schubert Centre. These new trails were required to replace the existing trails which were removed with the construction of the apartment building. The trail construction project was to include trail signage and the installation of landscaping with native plant species along the trail routes. Administration has conducted a preliminary assessment of the possible trail alignments. The City holds \$63,625 on deposit for the construction of the trail. Based on the characteristics of the site, challenges exist with extreme topography and grades, user safety with the one way in-one way out and possible shortcoming of funds relative to the probable costs to build the trail. Further assessment is required to establish route feasibility, design and accurate costing. This trail is not in the capital project list.

Interim Implementation Strategy for the Draft Housing Strategy

Arising from a Councillor Inquiry at the Regular Meeting of September 16, 2019, Administration will investigate carriage home regulations including areas in the city that may be appropriate to promote carriage homes, the current approval process and the owner/occupier requirement for secondary suites identified in the Zoning Bylaw.

Arising from that discussion, Council requested an update regarding the Housing Implementation Strategy. At its Committee of the Whole Meeting of April 8, 2019, Council received the report titled "Moving Forward: Building Homes, Strengthening Community, Vernon Housing and Homelessness Strategies" dated March 2019 and prepared by Urban Matters, and directed Administration to report back with a Housing Implementation Strategy for Council's consideration, including completion of a housing needs assessment. Subsequently, at its Regular Meeting of May 27, 2019, Council supported RDNO applying to UBCM for a regional housing needs assessment grant. RDNO was successful in its grant application and is currently preparing the terms of reference to select a consultant to undertake the needs assessment. As it is anticipated that the needs assessment will take at least a year to complete, Administration will prepare an interim Housing Implementation Strategy for Council's consideration. The interim implementation strategy will look at immediate strategies or initiatives that can be undertaken by City staff in the next calendar year, and is likely to include short term rentals, reduced parking requirements for affordable housing and exploring opportunities to support affordable home ownership.

FIRE RESCUE SERVICES

Public Information Session Regarding Wildland Urban Interface (WUI) Projects

Vernon Fire and Rescue Services is hosting a public information session regarding Wildland Urban Interface (WUI) projects on October 17, 2019 at the Lakers Clubhouse, 7000 Cummins Rd in Vernon, starting at 6PM.

The session is open to the public. It is intended as a platform for shared understanding regarding WUI hazards and of the efforts underway to address them.

Speakers from OKIB, BC Ministry of Forest, Lands & Natural Resources, BC Wild Fire, BC Timber Sales, FireSmart, Tolko Industries Ltd. and the City of Vernon will provide information on an array of WUI topics with the panel available to answer questions from the public after the presentations.

Topics to be presented include:

- Welcome (5 min)
- Era of Mega Fires video presentation (20 min)
- OKIB – the benefits of prescribed burning (10 min)
- City of Vernon projects (10 min)
 - Foothills prescribed burn update
 - Eastside Road project
- BC Ministry of Forests, Lands & Natural Resources Projects (15 min)
 - Eastside Road
 - Ellison Park
 - Silver Star
- BC Wildfire - WUI project support in the Vernon area (10 min)

- BC Timber Sales – how timber sales can reduce WUI fuels risks (10 min)
- Tolko Industries Ltd. – lumber industry's interest in reducing WUI risk (10 min)
- Fire Smart – local update (10 min)
- City of Vernon Emergency Management – evacuation planning (10 min)
- City of Vernon Planning - development in the WUI (10 min)
- Fire Ecologist, Robert Gray - how strata and private land owners can leverage Provincial & Municipal projects in the treatment of their properties
- Open floor – questions to the panel

OPERATIONS SERVICES

Downtown Washroom and portable toilets

The new downtown washroom located on 30th Avenue near Nature's Fare has been installed and is fully operational. The portable toilets that were located off of 25 Avenue behind the People Place have now been removed as per direction from Council at the June 24, 2019 Regular meeting.

Vegetation Removal at Safeway

City Operations was asked to review the feasibility of removing some of the vegetation along Vernon Creek near 30th Avenue adjacent to Safeway. Operations staff met on-site with members of the RCMP Downtown Enforcement Unit to determine what vegetation should be removed to improve site lines and overall safety. (Photos below).

A number of years ago Operations staff completed vegetation thinning in this area in response to requests from adjacent business owners. Ministry of Environment (MOE) staff subsequently advised the City that this work was **not** permitted in the riparian area and any future work would result in enforcement and significant fines.

Operations has contacted MOE to determine how the work identified by the RCMP could be accomplished and was advised that any work in the riparian area must follow Best Practices as required in the Riparian Area Regulations (RAR). This will include hiring a Qualified Environmental Professional (QEP) to prepare a management plan of the area, as well as reviewing removals and restoration plantings. The cost for the QEP assessment has been estimated at \$5000.



CORPORATE SERVICES – PROTECTIVE SERVICES

Mobile Needle Exchange

Council, at their Regular meeting held on Monday, September 16, 2019, requested Administration explore a Mobile Needle Exchange Program. Due to an unexpected medical emergency the Community Safety office has delayed the report to the October 28 meeting of Council.



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Kim Flick, Director, Community Infrastructure & Development

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: October 15, 2019
REPORT DATE: October 8, 2019
FILE: 0540-20

SUBJECT: INTERIM CLIMATE ACTION PLANNING RECOMMENDATIONS

PURPOSE:

To provide recommendations from the Climate Action Advisory Committee to expedite the City's progress on the Climate Action Plan and responding to climate change.

RECOMMENDATION:

THAT Council endorse the following actions, as outlined in the report titled "Interim Climate Action Planning Recommendations" dated October 8, 2019 from the Director, Community Infrastructure and Development and direct Administration to:

1. Develop internal processes and policies to integrate greenhouse gas emissions reduction and climate risk analysis into City decision making processes, including Council reports and procurement decisions;
2. Continue to support implementation of the BC Energy Step Code; and
3. Develop a policy that all new municipal buildings be constructed to net zero readiness and be resilient to impacts of the changing climate for Council's consideration.

AND FURTHER that Council support, in principle, \$115,000 for additional contract resources to support the acceleration of the completion of the Climate Action Plan by May 1, 2020, to be considered by Council during the 2020 budget deliberations;

AND FURTHER that Council support, in principle, \$122,155 for the addition of a drainage engineer, to be considered by Council during the 2020 budget deliberations.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council endorse the following actions, as outlined in the report titled "Interim Climate Action Planning Recommendations" dated October 8, 2019 from the Director, Community Infrastructure and Development: *(to be cited by Council)*.

Note: Removing items from the list may slow the City's progress toward addressing climate change and move items into the 2021 budget deliberations. Additions to the list may have budget or staff resource implications that exceed capacity. Any implications would be assessed and reported to Council, if necessary.

ANALYSIS:

A. Committee Recommendations:

At its meeting of September 10, 2019 the Climate Action Advisory Committee passed the following recommendation:

THAT the Climate Action Advisory Committee recommends that Council consider endorsing the recommendations as presented in the Staff Report prepared by Laurie Cordell, dated September 6, 2019, as amended at the Climate Action Advisory Committee meeting on September 10, 2019:

1. Acceleration of the Climate Action Plan completion, to be adopted by Council in advance of May 1, 2020 with allocation of \$115,000 to contract additional resources to support the expedited Climate Action Plan completion;
2. Addition of a drainage engineer to the Infrastructure Division for a three year period, and allocate \$125,000 in funding for this position in the 2020 budget;
3. Integration of considerations of reduced Greenhouse Gas Emissions and Climate Risk analysis into City decision making processes, including Council Reports and Procurement decisions;
4. Develop a plan to create a GHG Reduction Building Retrofit Policy and Incentive Program;
5. Implementation of the Step Code in advance of provincial requirements to keep pace with Lake Country and Kelowna;
6. Conduct an assessment of existing municipal building energy performance, with recommendations to retrofit to reach net zero;
7. All new Municipal Buildings be constructed to net zero readiness and resilient to impacts of the changing climate;
8. Develop a business case to accelerate the electrification or fuel switching of the municipal fleet, ensuring optimum fleet and vehicle sizing and use; and
9. Hire a consultant to examine the potential for carbon sequestration in Vernon to assist in achieving Climate Action Plan goals.

B. Rationale:

1. The Climate Action Advisory Committee (CAAC) was formed by Council in 2018 in order to provide recommendations for Council's consideration regarding climate change mitigation and adaptation programs, greenhouse gas (GHG) emission reduction targets and implementation strategies and initiatives. It is anticipated that the Climate Action Plan will be completed in the fall of 2020. The committee is concerned that this timeline will mean that any plan recommendations with budgetary implications will not be considered by Council until its 2021 or 2022 budget process. Given the concerns about the necessity of reducing GHGs in the immediate future, at its meeting of August 13, 2019, the committee discussed the desirability of providing input for climate change related actions for Council's consideration in its 2020 budget deliberations.
2. As a result of these concerns, Administration provided some possible actions for the committee to consider, including resources to accelerate the Climate Action Plan's completion by spring 2020. At its meeting of September 10, 2019, the committee reviewed the possible actions and identified a list of their priorities, appearing in Section A of this report (above). The recommendation includes four items with immediate budget implications. The other items are internal policy or process recommendations which would require internal resources with no immediate budget requirements. However at this time, internal resources are completely dedicated to Council's Strategic Plan and the development of a Climate Action Plan. The committee's priority actions are listed below with a short description of each, including Administration's recommended approach:

- a. Acceleration of the Climate Action Plan completion, to be adopted by Council in advance of May 1, 2020 with allocation of \$115,000 to contract additional resources to support the expedited Climate Action Plan completion.

- i. Contract a climate change specialist full time for four months to support the work of Administration in developing the Climate Action Plan. This person would supplement the existing staff team and focus exclusively on the Climate Action Plan.
 - ii. Contract a Communications Specialist two days per week for four months to support communications, development of engagement materials, and drafting and layout of the Climate Action Plan.
 - iii. ADMINISTRATION RECOMMENDATION: Include these items the 2020 budget for Council's consideration.
- b. Addition of a drainage engineer to the Community Infrastructure and Development Services Division for a three year period, and allocate up to \$125,000 for this position in the 2020 budget.
 - i. This position would manage the required drainage studies being undertaken by Administration and their subsequent implementation to: ensure City infrastructure is adequate and resilient; support development in designated growth areas; and assist with new policy and bylaws related to storm water management. This budget amount is for salary and benefits for one year. It is recommended that the position be established for a minimum of three years given the scope of work required.
 - ii. ADMINISTRATION RECOMMENDATION: Include this in the 2020 budget for Council's consideration.
- c. Integration of considerations of reduced greenhouse gas emissions and climate risk analysis into City decision making processes, including Council reports and procurement decisions.
 - i. The intent of this recommendation is to align the practices of the City with the goals of reducing emissions and becoming more resilient to climate change. It is an important step to ensure that the pending Climate Action Plan is implemented and the interconnectivity of actions is considered across the organization. This step would involve internal staff education and engagement while systematically reviewing existing processes and practices.
 - ii. ADMINISTRATION RECOMMENDATION: Direct Administration to investigate and integrate greenhouse gas emission reductions and climate risk analysis into decision making processes, including Council reports and procurement, as appropriate.
- d. Develop a plan to create a GHG Reduction Building Retrofit Policy and Incentive Program.
 - i. Buildings contribute 28% of GHG emissions in Vernon. Retrofits and switching heat sources (away from fossil fuels) are the primary methods of reducing these emissions. To accelerate this process in the community, Administration would develop a policy and explore what incentives can be provided to encourage fuel switching and deep retrofits. Administration would also look at partnership opportunities to enhance any municipal incentives.
 - ii. ADMINISTRATION RECOMMENDATION: It is anticipated that this will be a recommendation of the Climate Action Plan once complete. However, staff resources will be dedicated to completing the Climate Action Plan and until this is complete, it is unlikely that staff can undertake the work required to develop a retrofit and incentive program for Council's consideration. It is recommended that this be deferred pending completion of the Climate Action Plan.
- e. Implementation of the Step Code in advance of provincial requirements to keep pace with Lake Country and Kelowna.
 - i. At its Regular Meeting of August 19, 2019, Council adopted a resolution relating to the updated timeline and stakeholder engagement strategy for the BC Energy Step Code and is already on track to implement this recommendation.
 - ii. ADMINISTRATION RECOMMENDATION: Continue to support implementation of the Step Code.

- f. Conduct an assessment of existing municipal building energy performance, with recommendations to retrofit to reach net zero.
 - i. This recommendation is a way for the City of Vernon to show leadership in reducing greenhouse gasses, reduce the corporate carbon footprint and reduce energy costs. A previous assessment was conducted on civic facilities but requires updating.
 - ii. ADMINISTRATION RECOMMENDATION: It is anticipated that this will be a recommendation of the Climate Action Plan once complete. It is recommended that this be deferred pending completion of the Climate Action Plan. At that time, and at Council's direction, Administration can develop a strategy for this and include any necessary funding in its 2021 budget package.
- g. All new municipal buildings be constructed to net zero readiness and resilient to impacts of the changing climate.
 - i. This would ensure that during the development of the Climate Action Plan no new municipal buildings are developed without being resilient to the impacts of climate change or minimizing their GHG footprint. It is more cost effective in the long term to build to a higher energy standard than to retrofit the building after it is constructed.
 - ii. ADMINISTRATION RECOMMENDATION: In the event that new municipal facilities or buildings are planned prior to the adoption and implementation of the Climate Action Plan, Administration recommends that Council direct Administration to develop a policy for Council's consideration.
- h. Develop a business case to accelerate the electrification or fuel switching of the municipal fleet, ensuring optimum fleet and vehicle sizing and use.
 - i. Administration is already working towards the electrification of the municipal fleet. Developing a business case would provide the direction needed to look at accelerating and funding this transition. The business case would also explore opportunities for switching to renewable fuels.
 - ii. ADMINISTRATION RECOMMENDATION: It is anticipated that this will be a recommendation of the Climate Action Plan once complete. It is recommended that this be deferred pending completion of the Climate Action Plan. At that time, and at Council's direction, Administration can develop a strategy for this and include any necessary funding in its 2021 budget package.
- i. Hire a consultant to examine the potential for carbon sequestration in Vernon to assist in achieving Climate Action Plan goals.
 - i. Carbon sequestering is a process of capturing and storing carbon, thereby removing it from the atmosphere. The study would review the feasibility of doing a sequestration project in Vernon.
 - ii. ADMINISTRATION RECOMMENDATION: It is anticipated that this may be a recommendation of the Climate Action Plan once complete. It is recommended that this be deferred pending completion of the Climate Action Plan. At that time, and at Council's direction, Administration can develop an approach to this and include any necessary funding in its 2021 budget package.

C. Attachments:

N/A

D. Council's Strategic Plan 2019 – 2022 Goals/Action Items:

The subject Climate Action Planning Process involves the following goals/action items in Council's Strategic Plan 2019 – 2022:

- Organization Priorities:
 - Investigate opportunities to enhance the transparency of decision making.
- Vibrant Downtown:
 - Additional incentives to encourage redevelopment and upgrades to existing buildings.
- Sustainability Priorities:
 - Adopt a Climate Action Plan;
 - Encourage initiatives to support green buildings including the BC Energy Step Code;
 - Identify ways to foster innovation in technology and manufacturing (business retention and expansion);
 - Undertake drainage studies, risk and threat assessments and related bylaw amendments;

E. Relevant Policy/Bylaws/Resolutions:

1. At its Regular Meeting of August 19, 2019, Council passed the following resolution:

THAT Council support the updated timeline and stakeholder engagement strategy for the BC Energy Step Code as described in the memorandum titled "BC Energy Step Code Proposed Timeline and Stakeholder Engagement" and dated August 19, 2019 from the Manager, Building and Licensing and the Manager, Long Range Planning and Sustainability.

2. At its Regular Meeting of March 25, 2019, Council passed the following resolutions:

THAT Council endorse the proposed Climate Action Plan planning process as outlined in the report titled proposed Climate Action plan Process and Budget Request, dated March 14, 2019, and submitted by the Manager, Long Range Planning and Sustainability;

AND FURTHER, that Council endorse the proposed budget request of \$110,000 in principal, with source of funding to be considered upon completion of 2018 year-end and determination of unexpended uncommitted balance.

BUDGET/RESOURCE IMPLICATIONS:

These recommendations would require the allocation of \$115,000 for additional Climate Action Plan resources (recommended source of funds would be the Development Excess Reserve) and \$122,155 for the Drainage Engineer (recommended source of funds would be grant monies and the Development Excess Reserve) to be included in the 2020 budget.

Prepared by:

Approved for submission to Council:

X

Signer 1

Kim Flick, Director
Community Infrastructure and Development

Will Pearce, CAO

Date:

09. OCTOBER. 2019

REVIEWED WITH

- | | | |
|--|--|--|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input type="checkbox"/> Current Planning |
| <input type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input checked="" type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input checked="" type="checkbox"/> Facilities | <input checked="" type="checkbox"/> Building & Licensing |
| <input type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input type="checkbox"/> Engineering Development Services |
| <input type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services | <input checked="" type="checkbox"/> Infrastructure Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Parks | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Financial Services | | <input type="checkbox"/> Economic Development & Tourism |
| <input checked="" type="checkbox"/> COMMITTEE: Climate Action Advisory Committee | | |
| <input type="checkbox"/> OTHER: | | |

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Committees- ACTIVE by name\Climate Action



THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: Will Pearce, CAO **FILE:** 3900-02
PC: Patti Bridal, Director Corp. Services/Deputy CAO **DATE:** October 3, 2019
FROM: Brett Bandy, Real Estate Manager
SUBJECT: Good Neighbour Bylaw 4980, 2005 – Property Maintenance

The Protective Services, Transportation and Operations Departments have reported recurring issues with private property maintenance and unsightly conditions; and the maintenance of City owned boulevards and lanes. Administration is recommending that the Good Neighbour Bylaw Part V Property Maintenance be amended in order to address these recurring issues. Administration is recommending the following changes: Section Exemptions 5.2 (b) be removed, so that outdoor storage must comply; Section 5.4 be amended to clarify expectations of private property owners to maintain the adjacent boulevard; Section 5.7 be amended to remove snow and ice maintenance as these are covered in the Traffic Bylaw #5600 Section 3; and Schedule "D" be amended to clarify definitions. All other proposed changes are for clarity and consistency. In the attached proposed amendment bylaw all proposed changes are noted in red.

RECOMMENDATION:

THAT Council direct Administration to amend the Good Neighbour Bylaw 4980, 2005 – Part V Property Maintenance, substantially as attached to this memo titled, "Good Neighbour Bylaw 4980, 2005 – Property Maintenance" dated October 3, 2019 from the Real Estate Manager.

Respectfully submitted:

A handwritten signature in blue ink, appearing to read 'Brett Bandy'.

Attachment 1: Proposed Bylaw 5784 – A bylaw to amend the City of Vernon "Good Neighbour Bylaw 4980, 2005" – eight pages.

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5784

A bylaw to amend the City of Vernon
"Good Neighbour Bylaw 4980, 2005"

WHEREAS it is the intention of the Council of The Corporation of the City of Vernon to amend "Good Neighbour Bylaw 4980, 2005" with reference to property maintenance.

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the City of Vernon **"Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019"**.
2. The City of Vernon "Good Neighbour Bylaw 4980, 2005" is amended in the following manner:
 - A. **Amend** Section 5 **PROPERTY MAINTENANCE** and **'SCHEDULE D'** as shown in **red** on **Schedule '1'**, attached to and forming part of this bylaw.
 - B. **Renumber pages** as required.
3. The "Good Neighbour Bylaw 4980, 2005" is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this day of , 2019.

READ A SECOND TIME this day of , 2019.

READ A THIRD TIME this day of , 2019.

ADOPTED this day of , 2019.

Mayor

Corporate Officer

**CITY OF VERNON
GOOD NEIGHBOUR BYLAW 4980, 2005**

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PART V - PROPERTY MAINTENANCE

PRIVATE PROPERTY MAINTENANCE

5.1 Schedule “D” contains definitions of terms used in Part V of this Bylaw

Exemptions

5.2 ~~(a)~~ Part V of this Bylaw does not apply to farm operations conducted in accordance with normal farm practices under the *Farm Practices Protection (Right to Farm) Act*.

~~(b) Part V of this Bylaw does not apply to the orderly outdoor storage of goods and chattels when permitted by the City of Vernon Zoning Bylaw No. 5000.~~

Regulations

5.3 Except as permitted under section 5.2 of this Bylaw, no owner or occupier of real property shall cause, suffer or permit:

- (a) water, rubbish, noxious, offensive, or unwholesome matter to collect or accumulate on the real property;
- (b) rubbish to overflow from or accumulate around any container situate on the real property;
- (c) ~~allow~~ the real property to become or remain unsightly;
- (d) the accumulation of dead landscaping, vegetation, noxious weeds or other growths to occur or to remain on the real property; or
- (e) ~~in respect to real property for which a Building Permit has been issued by the City, cause or permit~~ demolition waste, construction waste or trade waste to accumulate on ~~the~~ real property ~~in respect to which a Building Permit has been issued by the City.~~

BOULEVARD & LANEWAY MAINTENANCE

Regulations

5.4 Every owner or occupier of real property adjacent to a boulevard or lane shall ensure that the portion of the boulevard or lane adjacent to the real

“Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”

property, ~~up to the centerline of the lane,~~ is kept clean and free ~~and clear,~~
~~at all times,~~ of debris, common and noxious weeds.

- (a) Every owner or occupier of real property adjacent to a boulevard or lane shall maintain all ground covers and plant materials including but not limited to trees, shrubs, herbs, grasses and perennials and plant materials planted by the City, developer or property owner, on the adjacent boulevard or lane.

5.5 Every owner or occupier of real property adjacent to a boulevard or lane shall ensure that the real property is kept free and clear, at all times, of weeds that are within one metre from the border between the real property and the adjacent boulevard or lane, so as to prevent and control the spreading of weeds to adjacent boulevards or lanes.

5.6 No owner or occupier of real property adjacent to a boulevard or lane, or any other person, shall deposit or cause, suffer or permit the deposit of any garden or vegetation waste materials containing weeds on or upon a boulevard or lane adjacent to the real property.

SNOW RUBBISH REMOVAL

Regulations

- 5.7 (a) Every owner or occupier of real property shall remove, or cause the removal of ~~snow, ice or~~ rubbish from every sidewalk or footpath that borders on that real property within 24 hours from the time the ~~snow, ice or~~ rubbish is deposited thereon. *(Bylaw 5429 – April 22/13)*

- ~~(b) In accordance with the City's "Snow and Ice Control Policy", the City will assist with snow removal from sidewalks or footpaths identified on the Sidewalk Snow Clearing Route map as "Inaccessible Sidewalks". Every owner or occupier of real property adjacent to an inaccessible sidewalk, while not responsible for snow clearing, remains responsible for the control of ice or rubbish as per section 5.7 (a). (Bylaw 5482 – Feb 24/14)~~

COMPLIANCE ORDERS

““Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”

- 5.8 If, in the opinion of the Bylaw Enforcement Officer, the owner ~~or occupier~~ of real property ~~or other responsible person~~ fails to comply with a requirement of this Bylaw, the Bylaw Enforcement Officer may issue an order requiring that the owner ~~or other responsible person~~ occupier bring the real property into compliance with the provisions of this Bylaw within such time as the Bylaw Enforcement Officer considers appropriate in the circumstances.
- 5.9 Service of an order referred to in Section 5.8 will be sufficient if a copy of the order is:
- (a) served personally or mailed by prepaid registered mail to the ~~person~~ subject to the order; and
 - (b) ~~if the person subject to the order is not the~~ owner of the real property as shown on the current year's real property assessment roll; ~~and; either posted on the real property or delivered the order is also served~~ personally or mailed by ~~regular~~ prepaid registered mail to the ~~occupier~~ owner of the real property.
- 5.10 ~~Notice~~ An order issued under section 5.8 herein must state:
- (a) the civic address of the subject real property;
 - (b) the legal description of the subject real property;
 - (c) the particulars of the unsightly nature of the real property or other non-compliance with this Bylaw to be remedied;
 - (d) that the unsightly nature of the property or other non-compliance with this Bylaw must be remedied within 14 days of the date of delivery of the notice, or, in the case of ~~snow, ice or~~ rubbish on a sidewalk or footpath, within 24 hours from the time the ~~snow, ice or~~ rubbish is deposited thereon.
 - (e) that if the owner or occupant fails to comply with the ~~notice order~~, the City may, without further notice, proceed to carry out the work required, and the cost of such work will be added to the taxes of the real property, and the owner or occupant or both may be subjected to prosecution for an offence under this Bylaw.
- 5.11 ~~Notice~~ An order issued under section 5.8 herein may give specific instructions to remedy the unsightly nature of the real property or other non-compliance with this Bylaw including, but not limited to, any one or more of the following directions:

““Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”

5.12

- (a) remove unsightly accumulations of materials or rubbish from the real property;
- (b) remove ~~snow, ice or~~ rubbish from sidewalks and footpaths;
- (c) clean, stack or cover any material;
- (d) clear the real property of brush, trees, noxious weeds or other growths;
- (e) cut grass or weeds present on the real property;
- (f) prune trees or shrubs;
- (g) remove rubbish, or cut grass, weeds or other growth from adjacent boulevards or laneways
- (h) otherwise remediate, maintain or repair the real property as specified in the notice, so as to bring it into compliance with this Bylaw.

5.12 If the owner of real property or other responsible person fails to comply with the Bylaw Enforcement Officer's compliance order within the time period specified in such notice, the City, by its workers or others, may at all reasonable times and in a reasonable manner, enter the real property and bring about such compliance at the cost of the defaulting owner or other responsible person. Such costs shall consist of all costs and expenses incurred by the City to achieve compliance with this Bylaw including, without limitation, administrative costs, costs to attend property by City employees or its contractors and the costs of removal, clean up and disposal.

5.13 If an owner of real property or other responsible person defaults in paying the cost referred to in Section 5.12 to the City within 30 days after receipt of a demand for payment from the City, the City may either recover from the owner or other responsible person, in any court of competent jurisdiction, the cost as a debt due to the City, or direct that the amount of the cost be added to the real property tax roll as a charge imposed in respect of work or service provided to the real property of the owner, and be collected in the same manner as property taxes.

5.14 Service of a demand for payment referred to in Section 5.13 will be sufficient if a copy of the demand is served personally or mailed by regular mail to the owner of the real property as shown on the current year's real property assessment roll.

SCHEDULE “D”

In Part V of this Bylaw:

"accumulation" means a build up, growth or collection, either scattered, amassed or piled, existing at the time of inspection.

"boulevard" means that portion of highway between the curb lines or the lateral boundary lines of a road way and the adjoining property or between the curbs on median strips or islands, but does not include curbs, sidewalks, ~~ditches~~ or driveways;

"lane" means a public thoroughfare or way which affords only a secondary means of access to a lot at the side or rear; ~~and~~

"container" includes a dumpster, garbage can, garbage bin or other receptacle designed, intended or used to hold rubbish, discarded materials and debris.

"derelict vehicle" means any vehicle or part thereof, propelled ~~otherwise other~~ than by muscle power ~~which including a car, truck, airplane, all-terrain vehicle, recreation vehicle, motorcycle or any modified configuration thereof which:~~

- (a) is physically wrecked or disabled;
- (b) ~~in the case of a motor vehicle~~ is not capable of operating under its own power; ~~and or, in the case of a trailer, incapable of being towed in the manner a trailer is normally towed; or~~
- (c) does not have attached number plates for the current year pursuant to the regulations of the *Motor Vehicle Act of the Province of British Columbia* R.S.B.C., 1996 c. 318, as amended, from time to time.

"filth" means foul or putrid matter.

"grass" ~~shall include plants that are commonly known or referred to as grass~~ means vegetation consisting of typically short plants with long, narrow leaves, cultivated for lawns, meadows or fields.

"offensive matter" means physical objects which are objectionable to the public,

"rubbish", in addition to its common dictionary meaning, shall include decaying or non-decaying solid and semi-solid wastes, including, but not limited to, both combustible and non-combustible wastes, such as paper, trash, refuse, cardboard, waste material, cans, glass, bedding, mattresses, crates, rags, barrels, boxes, lumber not neatly piled, scrap iron, tin and other metal, scrap paving material, construction and demolition waste, derelict vehicles and other

““Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”

vessels, tires, machinery, mechanical or metal parts, discarded or dilapidated appliances, discarded or dilapidated furniture, ashes from fireplaces and on-site incinerators, yard clippings and brush, wood, dry vegetation, dirt, weeds, dead trees and branches, stumps, and piles of earth mixed with any of the above;

“street” means any highway, roadway, sidewalk, boulevard, place or right of way which the public is ordinarily entitled or may be permitted to use for the passage of vehicles or pedestrians and includes a structure located in any of those areas;

“unsightly”, in addition to its common dictionary meaning and regardless of the condition of other properties in the neighbourhood, shall include property having any one or more of the following characteristics:

- (i) the storage, location or accumulation visible to a person standing on a public highway or on nearby property, or in a building or structure situate on a public highway or nearby property, of filth, rubbish, graffiti or any other discarded materials;
- (ii) the untidy storage, location or placement of building materials on a site where construction is not taking place, except where they cannot be seen from a public highway or from nearby property, or from a building or structure situate on a public highway or nearby property;
- (iii) landscaping or vegetation that is dead or characterized by uncontrolled growth or lack of maintenance, or is damaged;
- (iv) any other similar conditions of disrepair, dilapidation, or deterioration.

“unwholesome matter” means physical objects which are detrimental to the physical or mental well being of persons.

“weed” means and shall include brush, trees, noxious weeds and other growth that is allowed to come to a state of causing, or about to cause, a nuisance and any vegetation that may by its root system, limbs, shoots or leaves intrude into a lane in a manner that may impact travel, construction, maintenance levels, longevity or esthetics of the said lane.



THE CORPORATION OF THE CITY OF VERNON

INTERNAL MEMORANDUM

TO: Will Pearce, CAO **FILE:** 1700-02
PC: Directors **DATE:** September 30, 2019
FROM: Debra Law, Director, Financial Services
SUBJECT: **2020-2024 Financial Plan Timeline Amendment**

At the March 25, 2019 Regular Council meeting, the following resolution was passed:

THAT Council approve the 2020-2024 Financial Planning timeline as set forth in the memo from the Director, Financial Services dated March 14, 2019 titled 2020-2024 Financial Plan Timeline;

AND FURTHER, that Council approve a Special Meeting of Council to be held at Lakers Clubhouse on June 20, 2019 to review the progress of the Strategic Plan and issues influencing the 2020-2024 Financial Plan;

AND FURTHER, that Council approve Special Meetings of Council to be held on November 27, 28 and 29, 2019 to deliberate the 2020-2024 Financial Plan.

Subsequently it was brought to Administration's attention that not all Council members were available to attend the Special Meetings of Council to be held on November 27, 28 and 29, 2019 to deliberate the 2020-2024 Financial Plan.

Similar to Council's Strategic Plan, the annual five-year budget is a core document for Council and it is important that all of Council participate in the process.

RECOMMENDATION:

THAT Council reschedules the November 27, 28 and 29, 2019 Special Meetings of Council to December 9, 10 and 11, 2019, to deliberate the 2020 – 2024 Financial Plan.

Respectfully submitted:

Debra Law



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Kim Flick
Director, Community Infrastructure
and Development

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: October 15, 2019
REPORT DATE: October 7, 2019
FILE: 0530-05

SUBJECT: COUNCIL STRATEGIC PLAN 2019 – 2022: DRAFT ACTION PLAN 2020

PURPOSE:

To present the draft Action Plan 2020 for Council's consideration.

RECOMMENDATION:

THAT Council endorse the draft Action Plan 2020 as attached to the report titled *Draft Action Plan 2020* and dated October 7, 2019 as submitted by the Director, Community Infrastructure and Development.

Note: Goals and subsequent deliverables are subject to budget and resources available.

ALTERNATIVES & IMPLICATIONS:

THAT Council endorse the draft Action Plan 2020 as attached to the report titled *Draft Action Plan 2020* and dated October 7, 2019 as submitted by the Director, Community Infrastructure and Development, with the following amendments: *(to be cited by Council)*.

Note: Should the amendments as recommended by Council exceed organizational capacity, Administration would report back on any implications.

ANALYSIS:

A. Committee Recommendations:

N/A

B. Rationale:

1. Council's Strategic Plan 2019 – 2022 was adopted by Council at its Regular Meeting of May 13, 2019. Council's vision is supported by a number of specific, measurable, achievable, relevant and time bound deliverables, grouped as follows:
 - a. Recreation, Parks and Open Space
 - b. Affordable and Attainable Housing
 - c. Vibrant Downtown
 - d. Organization Priorities
 - e. Regional Relationships
 - f. Sustainability Priorities
2. At a Special Committee of the Whole Meeting on June 20, 2019, Council prioritized the many goals and action items of the Strategic Plan to provide guidance to Administration in the development of the Action Plan 2020 and subsequent budget. At its Regular Meeting of August 19, 2019, Council confirmed its priorities and directed Administration to bring forward the draft Action Plan 2020 for its consideration at

the Regular Meeting of October 15, 2019. Attachment 1 contains the draft Action Plan 2020 in blue (and endorsed Action Plan 2019).

3. Council had identified 22 goals/action items from its Strategic Plan 2019 – 2022 as its priorities for 2020 (these priorities appear above the red line in Attachment 1). The Action Plan 2020, and the subsequent proposed 2020 budget, was built around these prioritized items, and also includes other Strategic Plan goals and action items, as appropriate (for example, Human Resources only has one of the prioritized 22 goals/action items, but has other deliverables in Council's Strategic Plan which will help inform its 2020 priorities). The Action Plan 2020, which is identified in blue on Attachment 1, will be included in the 2020 budget documents as well as be embedded in the performance management plan for each Division Director.

C. Attachments:

Attachment 1 – Draft Action Plan 2020

D. Council's Strategic Plan 2019 – 2022 Goals/Action Items:

- a. Recreation, Parks and Open Space
- b. Affordable and Attainable Housing
- c. Vibrant Downtown
- d. Organization Priorities
- e. Regional Relationships
- f. Sustainability Priorities

E. Relevant Policy/Bylaws/Resolutions:

At its Regular Meeting of August 19, 2019, Council endorsed the following resolution:

THAT Council endorse the results of the Council prioritization session at its Special Committee of the Whole Meeting of June 20, 2019 as attached to the report titled *Council's Strategic Plan 2019 – 2022: Action Plan 2020* and dated August 8, 2019 as submitted by the Director, Community Infrastructure and Development, to inform Administration's Action Plan 2020 with any corresponding budget requests coming forward for consideration during the 2020 budget process;

AND FURTHER, that Council direct Administration to bring forward the draft Action Plan 2020 for consideration at its Regular Meeting of October 15, 2019.

BUDGET/RESOURCE IMPLICATIONS:

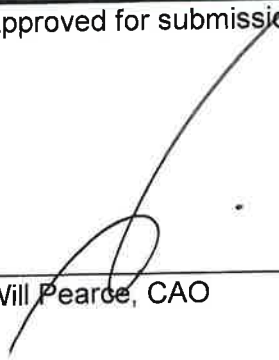
N/A

Prepared by:


Kim Flick
Director, Community Infrastructure and Development
Oct 9 2019 1:08 PM

Kim Flick
Director, Community Infrastructure &
Development

Approved for submission to Council:


Will Pearce, CAO

REVIEWED WITH

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| <input checked="" type="checkbox"/> Corporate Services | <input checked="" type="checkbox"/> Operations | <input checked="" type="checkbox"/> Current Planning |
| <input type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input checked="" type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input checked="" type="checkbox"/> Building & Licensing |
| <input checked="" type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input checked="" type="checkbox"/> Engineering Development Services |
| <input checked="" type="checkbox"/> Fire & Rescue Services | <input checked="" type="checkbox"/> Recreation Services | <input checked="" type="checkbox"/> Infrastructure Management |
| <input checked="" type="checkbox"/> Human Resources | <input checked="" type="checkbox"/> Parks | <input checked="" type="checkbox"/> Transportation |
| <input checked="" type="checkbox"/> Financial Services | | <input checked="" type="checkbox"/> Economic Development & Tourism |
| <input type="checkbox"/> COMMITTEE: | | |

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Action Plan (Ranked by Number of Votes)

ATTACHMENT #1

LEAD	SECTION	GOALS & COUNCIL IDENTIFIED ACTIONS	2019	2020
REC	Recreation, Parks and Natural Areas	Develop a new multi purpose Active Living Centre		Conduct a public information campaign and working in conjunction with the Regional District hold a referendum on the funding and construction of a new multi purpose Active Living Centre and the renovation and enhancement of the existing Vernon Aquatic Centre in the fall
CID	Affordable and Attainable Housing	Develop a comprehensive Vernon Housing Strategy	<ul style="list-style-type: none"> Adopt Housing Strategy Implementation Plan Commence short term rentals policy/bylaw consultation 	<ul style="list-style-type: none"> Housing Strategy Implementation Plan priorities Develop short term rentals policy/bylaw for Council's consideration Complete review of impediments to secondary suites, tiny homes and carriage homes
CID	Affordable and Attainable Housing	Continue to partner with BC Housing, not-for-profits and the development community on affordable housing, including the use of City-owned land	<ul style="list-style-type: none"> Investigate and pursue opportunities, as appropriate Identify any available parcels of land in advance of the Spring 2020 BC Housing call for funding Lease and Housing Agreement for 4005 Pleasant Valley Rd. in partnership with BC Housing and Vernon Land Trust 	<ul style="list-style-type: none"> Investigate and pursue opportunities, as appropriate In conjunction with Social Planning Council, identify potential City owned lands
REC	Recreation, Parks and Natural Areas	Complete Recreation Feasibility Study for new Active Living Centre and the enhancement and renovation of the existing Vernon Aquatic Centre,	Release RFP to acquire a consultant to conduct the feasibility study and conduct public consultation to determine what specific recreation facilities the community wants and can afford	<ul style="list-style-type: none"> Continue with public engagement as part of the feasibility study process and release the draft results to the Greater Vernon elected officials and the public Revise the draft after receiving feedback and provide the elected officials and the public with a final report including a preferred option in the spring Request approval of the preferred option by resolution from all Greater Vernon partners (the City of Vernon, the District of Coldstream and Electoral Areas B & C)
REC	Recreation, Parks and Natural Areas	A new playing surface for Kal Tire Place North	Purchase Event Deck dry floor for Kal Tire Place North that can be used for trade shows and events and as a sub floor beneath a sport flooring system for dry floor sporting events	Purchase a sport flooring system for Kal Tire Place and Kal Tire Place North that can be used to host dry floor sporting events
CID	Recreation, Parks and Natural Areas	Develop a comprehensive plan for the Kin Race Track lands: explore a recreation and/or aquatic centre and consider additional uses such as housing and commercial	<ul style="list-style-type: none"> Design the planning process for Kin Race Track Lands Consider residential component to development of site 	<ul style="list-style-type: none"> Conduct the planning process for Kin Race Track Lands incorporating the results of the Recreation Feasibility Study
CID	Vibrant Downtown	Foster more residential development in the Downtown, including upscale options	Continue to promote infill and redevelopment opportunities in the City Centre	<ul style="list-style-type: none"> 32nd Ave rehabilitation including improved street lights, sidewalks, and road 30th Street road improvement and utility reconstruction to improve the area around downtown and relieve traffic in the downtown core Continue to promote infill and redevelopment opportunities in the City Centre
CID	Vibrant Downtown	Support economic development initiatives that attract skilled labour to the area	Participate in Rural and Northern Immigration Pilot Program (RNIP) to attract skilled workers to Vernon. Three year program launches January 2020.	Participate in Rural and Northern Immigration Pilot Program (RNIP) to attract skilled workers to Vernon. Three year program launches January 2020.
CORP CID	Vibrant Downtown	Identify and implement actions to address drug use, vagrancy and safety concerns, the role of Bylaw Compliance & increased RCMP presence	<ul style="list-style-type: none"> Installation of downtown public washroom and replacement of existing Civic Washroom Facility Increase visibility of Bylaw and RCMP with joint patrols on foot and bike Business outreach through DVA and Chamber to provide "Who to call information" 	<ul style="list-style-type: none"> Expanded joint patrols with RCMP in hot spots and parks close to downtown core and the BIA Continued outreach to businesses and residents to address concerns Continued collaboration with service providers to connect clients to available services Increase funding for Bylaw's part time Seasonal Enforcement Unit (5 position) from 4 hours per day to 7 hours per day to enable additional service delivery hours Saturdays to Tuesdays
OPS	Waste and Recycling	Optimize municipal wastewater services in support of community growth and economic development	<ul style="list-style-type: none"> High Strength Waste Treatment Facility at VWRC (Anaerobic Digester) Conveyance line from VWRC to Okanagan Spring Brewery Chemical Dosing Facility at VWRC (alum) Construction and commissioning of Septage Receiving Station at VWRC Implement 2019 Capital Projects 	<ul style="list-style-type: none"> Construction and commissioning of high strength waste facility at VWRC (anaerobic digester) Construction of conveyance line from VWRC to Okanagan Spring Brewery Registration with Municipal Wastewater Regulations (MWR) Reviewing and implementing new sewer rates Implementation of pilot project for biomass planting to provide for sustainable feedstock for Regional Biosolids Composting Facility Prepare for release to lake
FIRE	Sustainability Priorities	Continue to implement Fire Smart principles in the wildland urban interface and improve communication with residents throughout the year in addition to emergency events	<ul style="list-style-type: none"> Hold stakeholder meeting, door-to-door information, and media release regarding a prescribed burn in the Foothills Provide "The Era of Mega Fires" presentation to Council and Fire Services personnel to increase awareness Provide regular fire safety messaging through the CoV website and PSAs Conduct FireSmart Community Champions Workshop and facilitate FireSmart community registration programs FireSmart community sessions integrated into Sustainability Events and Climate Action Planning Vernon Emergency Program Support (VEPS) is providing direct feedback and information exchange from public stakeholder groups to the Vernon Emergency Program Inspect and complete FireSmart work adjacent to cemetery maintenance building and storage area Integrate FireSmart principles into landscape bylaw update 	<ul style="list-style-type: none"> Application for Forest Enhancement Grant funding to address City owned lands WUI fuel loads and leverage the project to encourage Provincial (Ellison Park), private land owners, and stratas to address the wildfire risk at the far end of EastSide Road Seek to treat MOTI lands adjacent to EastSide Road to decrease the likelihood of a road blockage due to downed power lines or trees during a wildfire CARIP grant application to address WUI fuel treatment of City owned lands at Predator ridge FireSmart community sessions integrated into Sustainability Events and Climate Action Plan Review Tree Protection Bylaw #4152 to better encourage FireSmart practices Develop year-round FireSmart messaging campaigns for social and traditional media channels Complete Landscape Standards Bylaw review
CORP	Regional Relationships	Support an amalgamation study if requested by at least one other partner	Support if brought forward.	Support if brought forward
CID	Recreation, Parks and Natural Areas	Complete Polson Park Master Plan		Develop planning process to update Polson Park Master Plan, for implementation late 2020/early 2021
CID	Affordable and Attainable Housing	Review and streamline residential development approval process	Participate in provincial review of development requirements	Assess residential development approval process and identify areas to streamline
CID	Vibrant Downtown	Additional incentives to encourage redevelopment and upgrades to existing buildings	Provide Council update on the Revitalization Tax Exemption Program	<ul style="list-style-type: none"> Explore other incentive opportunities (e.g. façade improvement grants) Continue collaboration efforts with BC Hydro to identify opportunities to underground overhead wires Continue road and utility upgrade projects radiating from the downtown core including 30th Street and 32nd Avenue
CID	Vibrant Downtown	Investigate the potential closure of 30 th Avenue to vehicular traffic from 29 th Street to 35 th Street	Meet with Downtown Vernon Association and business owners to discuss opportunity	<ul style="list-style-type: none"> Through Sustainability Program, trial closure for a period of at least a week Ensure adequate access for the provision of emergency services is maintained
OPS CID	Vibrant Downtown	Other	<ul style="list-style-type: none"> Investigate alternative aggregate products for grit application during snow and ice control season to reduce dust and air quality issues in the downtown Study the feasibility of removing snow in the downtown core using the new sidewalk machine with a high chute snow blower CCTV inspect the city's sanitary and storm mains in the downtown core including all service lines/catch basin leads to assist with asset management plan 	<ul style="list-style-type: none"> Purchase of new sweeper to focus on removal of surface dust particles and improve air quality as well as providing higher level of service for street sweeping in the downtown Implement improved aggregate products for winter maintenance to reduce dust and improve air quality

LEAD	SECTION	GOALS & COUNCIL IDENTIFIED ACTIONS	2019	2020
FIN HR	Organization Priorities	Develop capacity building through a learning and development framework (including coaching and mentoring programs)	- Development and launch of a City of Vernon Learning and Development Framework Finance: Create Financial Competency Framework to guide staff training in City financial systems	- City of Vernon Learning and Development Framework has been launched and HR is working on several outcomes that are articulated throughout the document and vested in the four core objectives that foster capacity building; talent acquisition and retention; respectful, diverse, and inclusive workplace; and an unwavering commitment to a safe and healthy work environment. - Develop internal communication framework to support learning and development activities and promote opportunities for staff - Create staff training workshops utilizing Financial Competency Framework - Carry out "lunch & learn" sessions put on by staff, local consultants and webinars
CORP	Organization Priorities	Investigate options to provide additional space for the RCMP	Space Allocation Team reviewing Corporate and RCMP needs (North Okanagan Traffic terminating lease of December 31, 2019 in the annex area of City Hall)	Provision of space to be determined in vacated NOTS area in City Hall for municipal staff and COV RCMP
REC	Sustainability Priorities	Support the provision of affordable childcare	Secured provincial grant to look at establishing additional childcare facility	- Complete needs analysis - Apply for two \$3 million provincial grants
CID	Recreation, Parks and Natural Areas	Develop a fenced off leash dog park in the City	- Complete fencing of Marshall Field off leash area - Ensure Dog Control bylaw can be implemented through contract with RDNO	Plan for new fenced off leash park
CID	Sustainability Priorities	During the next review of the Master Transportation Plan, revisit the highway bypass and explore alternatives to transit in low density areas		Work with BC Transit and regional partners on updating the 2014 Transit Future Plan including reviewing density and changes to travel patterns after the new Ride Sharing / Taxi Licensing changes anticipated to be made September 2019 (Note: the Highway 97 bypass is the responsibility of MOTI)
CID	Affordable and Attainable Housing	Complete a Housing Needs Assessment to inform the Affordable and Attainable Housing Strategy and the next Official Community Plan review	Working with RDNO Project Team to oversee regional housing assessment.	Integrate outcomes of housing needs assessment into Housing Strategy Implementation Plan, as required.
CID	Affordable and Attainable Housing	Create accessible and attainable housing for families with annual income below \$70,000	TBD pending development of Housing Strategy Implementation Plan	TBD pending development of Housing Strategy Implementation Plan
CID CORP	Recreation, Parks and Natural Areas	Establish four new hilltop parks (Turtle Mountain, Adventure Bay, the Foothills (Jackass Mountain), Commonage Ridge)	- Work with parties on the potential for new parkland - Parks DCC Bylaw Adopted	Work with parties on the potential for new parkland
CID	Vibrant Downtown	Create parking for the Okanagan Rail Trail in the redevelopment of the Civic Arena site	Civic Arena Park consultation and planning	- Finish planning work for Civic Park and begin construction; pursue tender parking lot work with the 29th/30th St Transportation Corridor Project to save time and money
CORP	Vibrant Downtown	Support the Folks on Spokes program and other clean up initiatives in the Downtown core	- Provide off hours sharps pickup when needed - Monitor Folks on Spokes program	- Continue funding of Folks on Spokes and the TPC weekly clean ups based on a measured success of pilot project through community feedback - Continue off hours support for pickup - Increase promotion of Folks on Spokes program through traditional and social media channels
ALL	Organization Priorities	Investigate new approaches to engage citizens (e.g. on-line platforms)	Budget survey in May and September if Council directed	- Budget survey in May and September if Council directed - Create informational videos for public to explain MyCity and Utility billing - Develop a Stakeholder Engagement Template so Capital project managers consider key aspects of the engagement process before engaging citizens
ALL	Organization Priorities	Have a full staff complement	- Allocation and refinement of resources to manage high volume requirements related to talent acquisition - Refine and/or redefine a City of Vernon Employee Recognition Program	- Hire two full time career firefighters - Conduct a hiring intake for paid-per-call members - Hire a Drainage Engineer
ALL	Organization Priorities	Increased public participation in decision making	Council held a Town Hall Meeting on June 4, 2019	- A committee, Vernon Emergency Program Support, is providing direct feedback and information exchange from public stakeholder groups to the Vernon Emergency Program - Ensure the public is engaged in the Capital design process and not just "after the fact" to inform them. - Empower local residence with the ability to accept or reject sewer projects in the Okanagan Landing area
ALL	Organization Priorities	Enhance transparency of decision making, including the use of new or expanded tools and on-line platforms	- Vernon Fire Rescue Services Eight Year Strategic Plan 2018 - 2025 is provided on the department's web page - Added video of COW Meetings and Public Hearings - Initiated one year pilot for radio advertising through Beach Radio - Provide Vernon Connect app - Investigate options to replace the City's HR/Payroll systems and ERP (Financials) - Integrate online calendar for mobile vendors	- Implement Project Management principles and methodology to procurement of capital projects - Utilize engagevernon.ca for large planning processes and small "check ins" with the community - Use engagevernon.ca for the flood mapping study
ALL	Organization Priorities	Investigate opportunities to enhance the transparency of decision making		
CID	Organization Priorities	Streamline red tape to facilitate more development	- Complete DCC Bylaw update - Mobile Vending Policy Update	- Zoning Bylaw #5000 Update (e.g. several housekeeping and relatively minor updates) - Assess residential development approval process and identify areas to streamline
CORP CID FIRE	Regional Relationships	Enhance relationships and improve communications with regional partners including the Okanagan Indian Band	- Work with BX/ Swan Lake Fire Rescue and Coldstream Fire Rescue to develop "Automatic Aid" in areas where another's resources are located to better serve the area - C2C Meeting with OKIB (tentatively December 2019) - Continuation of the CEDI Partnership with OKIB	- Involve a cultural monitor in construction projects to identify objects of cultural and archaeological significance - Share the Capital Plan with OKIB and RDNO - Continuation of the CEDI partnership with OKIB until completion March 31, 2020 - Look into naming opportunities of streets and creeks that incorporate First Nations history and culture - Consult with OKIB on the BX Creek project
CID OPS	Sustainability Priorities	Investigate methods to increase recycling & alternatives to recycling, including an organics diversion plan	- Pilot organics bins in place, assessing success and reviewing options to expand the program - Investigate methods of increasing boulevard and roadside recycling options	- Phase 2 of Compost Pilot - Explore community wide composting program - Explore other opportunities for regional organics diversion, including with RDNO to provide community organics collection program
ALL	Sustainability Priorities	Work towards a sustainable Vernon – environmentally, economically and socially	- Completion of Cemetery Master Plan - Sustainability event program - Development of Climate Action Plan - Sustainability Grants Program - Implementation of OCP growth strategy to prevent sprawl - Upgrade the City fleet's GPS system with a focus on the ability to monitor idle emissions, route planning, vehicle usage, to reduce fuel consumption - Purchase of second all electric vehicle - Addition of electric bikes to fleet	- Sustainability events program - Development of Climate Action Plan - Sustainability Grants Program - Continued implementation of OCP growth strategy to prevent sprawl - Study the impacts of flooding and drainage and plan for it
REC CID	Recreation, Parks and Natural Areas	Commence construction of priority recreation facilities at Kin Park	- Complete the demolition of Kin Race Track buildings/area - Include residential component in development plan	Consultation, planning and funding required prior to construction.
	Recreation, Parks and Natural Areas	Commence priority Polson Park projects		Consultation, planning and funding required prior to construction.
CID OPS	Recreation, Parks and Natural Areas	Continued implementation of the Parks Master Plan		- Complete Canadian Lakeview Estates upgrades, Pottery Ravine Park improvements, DND Washroom Renovations, Whitecourt to Foothills Place Trail Connections, Civic Park - Purchase of park land as appropriate

LEAD	SECTION	GOALS & COUNCIL IDENTIFIED ACTIONS	2019	2020
CID	Recreation, Parks and Natural Areas	Develop a minimum of one lake access site per year	<ul style="list-style-type: none"> - Complete priority lake access improvements - Beachcomber Bay Road and 8797 Okanagan Landing Road - Seek Council approval in principle for next three sites - Lands support for removal of encroachments 	<ul style="list-style-type: none"> - Location to be determined through the Budget 2020 process - Requires support for removal of encroachments
CID	Recreation, Parks and Natural Areas	Involve Electoral Areas B and C, Coldstream and the Okanagan Indian Band	Involve OKIB in development of Polson Park Master Plan	<ul style="list-style-type: none"> - Involvement of OKIB in development of Polson Park Master Plan - Involve Electoral Areas B and C in drainage improvement studies and works where impacts are cross boundary
REC	Recreation, Parks and Natural Areas	Other	Apply for BC-Canada Recreation Infrastructure Grant for Lakeview Pool revitalization	<ul style="list-style-type: none"> - Dependant on the outcome of the BC-Canada Recreation Infrastructure Grant application, undertake Lakeview Pool revitalization with design work in the spring and begin project with demolition and site prep work in fall - Continue to implement the recommendations in the Recreation Master Plan
CID	Vibrant Downtown	Focus development in the City Centre, including mixed use and multi-family	<ul style="list-style-type: none"> - Continue investment in City Centre capital projects - Continue with RTE 	<ul style="list-style-type: none"> - Continue investment in City Centre capital projects - Continue with Revitalization Tax Exemption
CID	Vibrant Downtown	Increase the vibrancy of Downtown, including the provision of new amenities and events	<ul style="list-style-type: none"> - Work with Canada Day Society to limit liability and enable safe fireworks display - Increase in DVA Maintenance Funding - Work with DVA to enhance the downtown core with new signage of parking, planters at 29th street parking lot and other enhancements - Replace downtown washroom facility with Portland Loo - Complete annual mural maintenance including cleaning and protective coatings as required 	<ul style="list-style-type: none"> - Promote new City DCC Bylaw and work to minimize increases in RDNO Water DCC Bylaw rates - Continue investment in City Centre Capital projects - Trial closure of 30th Avenue to vehicular traffic
CID	Vibrant Downtown	Provide parking for the Okanagan Rail Trail in the Downtown core	<ul style="list-style-type: none"> - Identify potential parking lot locations based on parking congestion - Collect on and off-street parking data over the summer 	<ul style="list-style-type: none"> - Explore parking for the Civic Arena park as a shared use parking lot that serves the park, Visitor Information Centre and the Okanagan Rail Trail
CID	Vibrant Downtown	Identify mechanisms to attract skilled labour to the area	<ul style="list-style-type: none"> - Participation in Rural and Northern Immigration Pilot Program (RNIP) to attract skilled workers to Vernon - Host Emergency Vehicle Technician Association British Columbia conference (third consecutive year) 	<ul style="list-style-type: none"> - Participation in Rural and Northern Immigration Pilot Program (RNIP) to attract skilled workers to Vernon - Host 2020 Fire Chiefs Association conference
CID CORP	Vibrant Downtown	Evaluate and seek Council direction on the impact of retail cannabis stores Downtown	Collaborate with the Province's Community Safety Unit (CSU) to direct enforcement toward unlicensed retailers and monitor licensed stores for compliance	Collaborate with the Province's Community Safety Unit (CSU) to direct enforcement toward unlicensed retailers and monitor licensed stores for compliance
CID	Vibrant Downtown	Promote the Okanagan Rail Trail through marketing, trail connections and other initiatives	Successful application to Destination BC for Okanagan Rail Trail promotion in partnership with ORTC, TOTA and Tourism Kelowna	New Okanagan Rail Trail website to be launched through ORTC. Additional Rail Trail promotion to be included in Tourism Vernon 2020 Marketing Plan.
CORP	Vibrant Downtown	Address sharps and Downtown cleanliness	<ul style="list-style-type: none"> - Support to Anti-Tag team program with compliance letters and enforcement when necessary - Continue to find locations for sharps drop boxes on COV buildings and properties to expand coverage and support the Folks on Spokes and Street Clinic Weekly Clean Ups 	Continued funding of Anti-Tag Team based on a measured success of pilot project through business feedback and reduced visual impact
ALL	Organization Priorities	Increase public participation in the development of strategies and plans	Implementing new ways of engaging community members for the development of the Climate Action Plan	<ul style="list-style-type: none"> - Implement formal Capital Strategic Communications Plan, identifying key external stakeholders, objectives and tactics to build relationships and identify opportunities for collaboration and public participation - Public engagement for Civic Arena park, Kin Park and Polson Park
CID	Organization Priorities	Review application processes to ensure they are efficient as possible	<ul style="list-style-type: none"> - Participate in provincial review of development approval processes - Review development processes and develop materials for public to increase awareness of processes and timelines 	Review development processes and develop materials for public to increase awareness of processes and timelines
ALL	Organization Priorities	Implement more on-line application types	<ul style="list-style-type: none"> - VFRS auxiliary application process is being revised to allow for submission of applications on line at the applicants convenience (intake then takes place spring and/or fall) Finance: Expand use of EFT payments, eHOG applications, PAWS payments, Utility auto-debits Finance: Investigate eTax (electronic mailing of property tax notice) 	<ul style="list-style-type: none"> - Pilot project implementing electronic mailing of property tax notice - Investigate Tempest for e-billing business license renewals
ALL	Organization Priorities	Foster capacity building (learning and development) across the organization	<ul style="list-style-type: none"> - Survey and gap analysis on strategic (capacity) development and leadership at the senior management, management, and supervisory levels - Development of City of Vernon Module Three Strategic Capacity and Leadership Development Program - Emergency Program and Emergency Operations Center training is ongoing throughout the organization - Include staff in Climate Action Planning process 	<ul style="list-style-type: none"> - Development and Delivery of City of Vernon Module Three Strategic Capacity and Leadership Development Program - Delivery of Managing Yourself to Manage Your Time - Delivery of HR Literacy (fundamentals) Program - Development and delivery of Public Speaking and Presentation Workshop - Development of a City of Vernon Train the Trainer Workshop - Recommitment to City of Vernon Performance Leadership Planning Process - Emergency Program and Emergency Operations Centre training is ongoing throughout the organization - Continue to include staff in Climate Action Planning process - Conduct staff lunch & learns to share learning and discuss emerging topics
ALL	Organization Priorities	Cultivate and promote a respectful, diverse and inclusive Corporate culture	<ul style="list-style-type: none"> - Corporate Values Workshop - Attracting, engaging, and retaining talent from different backgrounds, age groups, genders, and nationalities - Development of a Coaching Program - Development of a Mentoring Program - Capacity building around employee development to recognize and support diversity in leadership roles - VFRS has developed shared core values, mission, vision and a philosophy of operations reflective of the CoV mission statement; VFRS management team has participated in Social Styles training to better understand personal communication styles and how to more effectively communicate with people with different styles 	<ul style="list-style-type: none"> - City of Vernon Values follow-up and launch - Corporate call for mentors/mentees to test the City of Vernon Mentoring Program Framework - Develop and write City of Vernon Coaching Program
ALL	Organization Priorities	Support continued implementation of health and wellness initiatives	<ul style="list-style-type: none"> - VFRS providing "Project All In" program and a presentation for members regarding mental health and building resiliency (this supplements the existing Critical Incident Stress program) - Introduction of the provincial Mobile Response Team (MRT) Training to City staff for outreach and short term psychosocial support education - Construct sidewalks and multi-use paths and install additional bike parking 	<ul style="list-style-type: none"> - Continue with the provincial Mobile Response Team (MRT) Training to City staff for outreach and short term psychosocial support education - Support initiatives with increased internal communication campaigns
ALL	Organization Priorities	Prioritize staff recruitment (talent acquisition and retention support to ensure a full staff complement)	<ul style="list-style-type: none"> - Allocation and refinement of resources to manage high volume requirements related to talent acquisition - Development of a City of Vernon Employee Retention Framework - Refine and/or redefine a City of Vernon Employee Recognition Program 	<ul style="list-style-type: none"> - Ensure appropriate resource allocation and that adequate staffing is in place and available to manage and deal with high volume/gap requirements - Launch revised and refined City of Vernon Employee Recognition Program - Hire two full time career firefighters - Conduct a hiring intake for paid-per-call members - Development of a City of Vernon Talent Acquisition and Retention Framework

LEAD	SECTION	GOALS & COUNCIL IDENTIFIED ACTIONS	2019	2020
ALL	Organizational Priorities	Continue the unwavering commitment to a safe and healthy work environment	<ul style="list-style-type: none"> - Annual review of Bullying and Harassment Policy and bi-annual review of Fit for Work Policy - Activate Mental Wellness Initiative using the Guarding Minds survey to establish benchmarks and programming guidelines - Day of Mourning Event - Employee Wellness Fair - Return to Work/Stay at Work - Employee Care Coordination - VFRS maintains an Occupational Health & Safety program and is formalizing programs for breathing air, personal protective equipment, confined space rescue, hazardous materials response, decontamination, battery maintenance, etc. Fire and Rescue Services are provided in line with industry best practices and safety standards - VFRS providing "Project All in" program and a presentation for members regarding mental health and building resiliency (this supplements the existing Critical Incident Stress program) - Work to address gaps in WSBC coverage for ESS volunteers 	<ul style="list-style-type: none"> - Develop partnerships with Mercer to apply to WorkSafe BC for funding to research, develop, and design a multi-dimensional ACTIVATE wellness program, specific to City of Vernon requirements. This is a unique and innovative partnership opportunity to address and capture City of Vernon specific needs using the City of Vernon ACTIVATE Guarding Minds (R) Survey data along with trending research to compliment this approach - Continue with the provincial Mobile Response Team (MRT) Training to City staff for outreach and short term psychosocial support education - Annual review of Bullying and Harassment Policy - City of Vernon Annual Day of Mourning Recognition Event - City of Vernon Annual Employee Wellness Fair - Priority on Return to Work/Stay at Work - Employee Care Coordination - VFRS maintains an Occupational Health & Safety program and is formalizing programs for breathing air, personal protective equipment, confined space rescue, hazardous materials response, decontamination, battery maintenance, etc. Fire and Rescue Services are provided in line with industry best practices and safety standards - Work to address gaps in WSBC coverage for ESS volunteers - VFRS maintains an Occupational Health & Safety program and is formalizing programs for breathing air, personal protective equipment, confined space rescue, hazardous materials response, decontamination, battery maintenance, etc. Fire and Rescue Services are provided in line with industry best practices and safety standards
AS REQUIRED	Organizational Priorities	Other	<ul style="list-style-type: none"> - Complete roll out and implementation of the Electronic Records Management System - Recreation Division Templates are currently being created by Contractor with immediately launch to follow - Fire Services SOW is next scheduled work which will be done 'in house' by our IT Staff due to the small number of templates required, immediate launch will follow - Operations template build & launch scheduled for completion December 2019 - Summer Grant Workers (Jul/August) scanned 10 Full Shelving Units of permanent property file records into LF with paper records destroyed thereafter (securing records and creating storage space) - Cyber Security Review - Infrastructure Equipment Upgrades to City's Information Systems - Update financial policies to reflect contemporary practices: Reserve Management Policy and Purchasing Policy - Ensure financial reporting meets all new legislative and public sector accounting standards 	<ul style="list-style-type: none"> - Hire IS Security Technician as completion of the reorganizational structure within existing budget - Hire a Land Agent to assist within the Real Estate Department to negotiate and secure statutory right of ways and road dedications, in support of capital projects, storm drainage projects and new sewer projects - Hire Exempt Assistant Manager - Protective Services to assist manager with staffing, scheduling, budget, investigation, service delivery, work with community partners - position would be a developmental opportunity for succession planning and provides necessary resources to Division - Provide funding for RCMP to accommodate additional resources to provide for the decrease in service of SE District Operational Communication Centre for taking 'calls' as Vernon Detachment will be responsible for 24 hours per day call taking and file creation. - Update financial policies to reflect contemporary practices: Reserve Management Policy, Purchasing Policy and Investment Policy - Ensure financial reporting meets all new legislative and public sector accounting standards
ADMIN	Regional Relationships	Take a stronger stand at RDNO on Water issues, consultation, etc.		<ul style="list-style-type: none"> - Address outstanding issues related to water meter location, development charges and pending Water DCC Bylaw rate increases
CID	Regional Relationships	Continue and build upon CEDI partnership with OKIB	<ul style="list-style-type: none"> - CEDI Workshop #4 held June 6 and 7, 2019 - CEDI monthly working group meetings 	<ul style="list-style-type: none"> - CEDI monthly working group meetings
ALL	Regional Relationships	Improve communication/consultation with RDNO	<ul style="list-style-type: none"> - Participate with regional Emergency Program Coordinators meetings - Host ESS capacity building conference - Meet regularly with RDNO staff and participate in joint working groups - Continue open and effective communication with RDNO regarding operation and maintenance of the Water Distribution infrastructure within the City and Electoral Areas B, and C 	<ul style="list-style-type: none"> - Host Emergency Program Regional Seasonal Workshop - Meet regularly with RDNO staff and participate in joint working groups - Continue open and effective communication with RDNO regarding operation and maintenance of the Water Distribution infrastructure within the City and Electoral Areas B, and C
CORP	Regional Relationships	Work with RDNO on the acquisition of natural parkland in the city	Connect around opportunities as they arise	Connect around opportunities as they arise
ADMIN	Regional Relationships	Obtain RDNO approval to consult with City staff on In Camera issues at RDNO	Resolution of RDNO Board (May 22, 2019) providing members to share In Camera items from RDNO and GVAC at respective jurisdiction in Camera meetings	N/A
CID	Sustainability Priorities	Promote transit oriented housing and mixed use development	<ul style="list-style-type: none"> - Ongoing implementation of OCP growth strategy supports this goal - Update of DCC Bylaw intended to further encourage growth in City Centre and Neighbourhood Districts 	<ul style="list-style-type: none"> - Ongoing implementation of OCP growth strategy supports this goal - Update of DCC Bylaw intended to further encourage growth in City Centre and Neighbourhood Districts
CID	Sustainability Priorities	Encourage initiatives to support green buildings, including the BC Energy Step Code	<ul style="list-style-type: none"> - Implement the Step Code for housing into the Building Bylaw - Sustainability events includes sponsoring a workshop(s) for Step Code and Air Tightness - Complete design for the replacement of the boilers in City hall (these boilers are an important part of the City's infrastructure; they supply heat to City Hall, RCMP, Fire Hall #1 and Museum; switching to high efficiency will reduce our natural gas consumption) - BC Hydro created a Strategic Energy Cohort to assist eligible customers to identify potential energy savings: VVRC is participating in this program for 2019 	<ul style="list-style-type: none"> - Implement the Step Code for housing into the Building Bylaw - Sustainability events to support development community in transition to Step Code
CID	Sustainability Priorities	Encourage sustainable infrastructure, agriculture and landscaping	<ul style="list-style-type: none"> - Okanagan Landing sewer expansion program implementation - Leachate Containment at Regional Bio solids Composting Facility - Increase the use of lining technology/ trenchless technology for sanitary laterals to reduce the GHG from the large equipment used in the excavations and restorative works - Municipal Wastewater Regulation (MWR) registration - Construction of an alum chemical dosing building at the VVRC To ensure permit compliance for treated effluent discharged to Okanagan Lake, should the need arise - Update Landscape Standards Bylaw - VVRC: complete the design and start construction of a dedicated anaerobic treatment process to deal specifically with high strength waste 	<ul style="list-style-type: none"> - Okanagan Landing sewer expansion program implementation - Obtain better data on roads for asset management - Increase the use of lining technology/ trenchless technology for sanitary laterals to reduce the GHG from the large equipment used in the excavations and restorative works - Municipal Wastewater Regulation (MWR) registration - Construction of an alum chemical dosing building at the VVRC To ensure permit compliance for treated effluent discharged to Okanagan Lake, should the need arise - Update Landscape Standards Bylaw - VVRC: complete the design and start construction of a dedicated anaerobic treatment process to deal specifically with high strength waste
CID	Sustainability Priorities	Update the Landscaping Standards Bylaw to require sustainable and Fire Smart landscaping	<ul style="list-style-type: none"> - Provide Fire Smart training for two managers - Fire Prevention, Planning and Operations to collaborate regarding implementation of Fire Smart principles to City lands and buildings - Stations 1 & 2: remove dead cedars and trim others to be more inline with Fire Smart 	Completion of implementation of updated Landscaping Standards Bylaw
CID	Sustainability Priorities	Identify ways to foster innovation in technology and manufacturing (business retention and expansion)	Partnering with Community Futures on a feasibility study and business plan for an Innovation Centre (project to begin July 8, 2019)	
FIRE	Sustainability Priorities	Review and implement the Fire and Rescue Services Strategic Plan	<ul style="list-style-type: none"> - Modernization of the fire prevention program with updated process and electronic inspection tools - Utilize new technology to provide safe and environmentally friendly fire extinguisher training - Purchase fire/rescue and ladder truck, removing end of life engine, rescue, and ladder from service 	<ul style="list-style-type: none"> - Establish fleet reserve base funding - Hire two career fire fighters - Provide auto extrication equipment - Purchase Command (Squad 701), forestry/brush (WUI) truck and sprinkler protection unit
CID	Sustainability Priorities	Address existing and pending storm water issues	<ul style="list-style-type: none"> - Remove creek bedload material from BX Creek at Intake (Star Rd), PV Road sediment basin, and 48th Avenue sediment basin - Lands support for acquisition of SRWs to protect infrastructure 	<ul style="list-style-type: none"> - Complete Flood Risk Study - Implement findings of Tassle Creek study, Okanagan Lake South Shore Study and Smith Creek Study - Lands support for SRWs required

LEAD	SECTION	GOALS & COUNCIL IDENTIFIED ACTIONS	2019	2020
CID	Sustainability Priorities	Undertake drainage studies, risk and threat assessments and related bylaw amendments	<ul style="list-style-type: none"> - Complete drainage studies for south slope catchment area, Tassie Creek, Smith Road - Complete risk and threat assessment of Vernon Creek (grant funding secured) - Climate Action Plan includes detailed review of hazards related to climate change as well as action planning to address hazards 	<ul style="list-style-type: none"> - Hire a Drainage Engineer, complete the Flood Risk Assessment with maps to set the basis for future bylaws - Undertake study of Okanagan Lake Shore North
CID	Sustainability Priorities	Support the extension of water along Eastside Road		



THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: W. Pearce, CAO **FILE:** 6441-20

PC: K. Flick, Director, Community Infrastructure and Development
D. Ross, Director, Recreation Services **DATE:** October 1, 2019

FROM: Daniel Sturgeon, Long Range Planner

SUBJECT: COST OF A TEMPORARY ICE RINK AT THE FORMER CIVIC ARENA SITE

At its Regular Meeting of August 19, 2019, Council directed Administration to investigate the cost of installing a temporary ice rink on the former Civic Arena site. The intention is that this temporary ice rink would be operated for public skating use through the 2019/2020 winter season while permanent site planning for a future park at this location is in progress. The subject lands have been designated for park use in the Official Community Plan, City Centre Neighbourhood Plan, and Parks Master Plan.

Administration has undertaken a high-level analysis for a temporary outdoor ice rink. Considerations included existing site conditions, winter climate, installation and maintenance costs, and operational logistics. A detailed costing exercise was not done given limited staff resources and the detailed planning work that would be required. Temporary ice rinks require custom design and therefore custom pricing. Initial and extremely conservative estimates for a one-year cost for a small rink, including installation and maintenance, begin at \$275,000. Given the the lead time that would be required to design and install, it is likely unfeasible for the 2019/2020 season.

It is expected that the actual cost of a small temporary ice rink would quickly escalate from the estimate provided. This expectation is backed by the following examples of other ice rink costs:

- The existing Centennial Ice Rink was refurbished in 2017. The boards, chain-link fencing and gates were replaced at a cost of \$182,000. 50% was covered by the Canada 150 Community Infrastructure Grant Program. This did not include any costs associated with the concrete slab or refrigeration plan.
- The temporary ice rink in front of the Canadian Parliament, installed for the Canada 150 celebrations in 2017, cost over \$5 million.
- The construction of the outdoor Stuart Park ice rink in Kelowna, with a concrete base, but not including the refrigeration plant, was \$2 million (2009 dollars).
- The 2009 expansion of the Robson Square ice rink (in Vancouver) by 37' including a cooling system upgrade was \$2 million (2009 dollars).
- Annual maintenance costs of nearby outdoor ice rinks (Centennial, Lavington, Kelowna) ranges from \$50,000 - \$75,000, not including capital costs of a Zamboni (\$135,000) or their depreciation from additional use.

Considerations in arriving at this conclusion for a temporary ice rink included the following:




1. Site planning and custom design. Temporary ice rinks are custom designed by specialty manufacturers for each situation and require lead time for planning and design. Safe vehicle/pedestrian access and circulation as well as user facilities (staging areas and washrooms) would also need to be taken into account.
2. A level base and sub-surface structure. The existing site conditions include a slope of more than 1 metre, resulting in the need for an elaborate structure or extensive grading and structural fill. A base for the ice rink would require structural engineering design.
3. A cooling system. The climate in Vernon is not cold enough to maintain an uncooled ice surface. A minimum and consistent out door temperature of -5 degrees Celsius would be necessary; Vernon's average daily temperature in January is between 0 and -5 degrees Celsius. A refrigerant system would be necessary and requires a cooling plant, electrical supply, and associated design.
4. Daily maintenance/operation. A smooth ice surface requires a Zamboni machine or manual maintenance using sweepers. The lack of available equipment at the site makes for complicated logistics. Annual maintenance and operational cost is estimated at a minimum \$50,000, including labour and electricity, but not equipment costs. Security and temporary washroom facilities would also be necessary, at additional cost.
5. Demand for skating facilities: There are existing nearby outdoor skating facilities at the Centennial Outdoor Rink, Lavington Rink and Silverstar Mountain Resort, alongside indoor facilities at the Priest Valley Arena, Kal Tire Place (2 arenas), and the Okanagan Training Rink. Additionally, the Recreation Master Plan completed in 2018 did not identify an outdoor skating rink as a public priority.
6. The Centennial Outdoor Rink includes a concrete base, boards, lighting and is cooled by the adjacent Priest Valley Arena ice plant. The rink operates seasonally from mid-November to mid-February, 9am – 10pm, 7 days a week weather permitting. Public admission is free.

RECOMMENDATION:

THAT Council receive the memorandum dated September 29, 2019 from the Long Range Planner titled "Cost of a Temporary Ice Rink at the Former Civic Arena Site".

Respectfully submitted:

Oct 7 2019 4:05 PM



Daniel Sturgeon DocuSign

Daniel Sturgeon, Long Range Planner



THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: Will Pearce, CAO **FILE:** 6750-20

PC: Kim Flick, Director, Community Infrastructure and Development **DATE:** September 21, 2019

FROM: Kevin Poole, Manager, Economic Development and Tourism

SUBJECT: Hidden Professionals Report

In the summer of 2018, Administration contracted Lochaven Management Consulting to undertake a survey of "Hidden Professionals" in Vernon and the North Okanagan. The survey was promoted primarily through word of mouth along with a variety of social media networks such as Facebook, LinkedIn and Twitter. A total of 271 individuals completed the survey. The findings were presented to Administration to assist in gaining a greater understanding of the unique needs and characteristics of this emerging economic sector.

Subsequently, Lochaven Management Consulting prepared a report (Attachment 1) on Hidden Professionals that was presented in conjunction with Administration at the Economic Development Association of Canada Conference held September 22-24, 2019 in Edmonton, Alberta. The North Okanagan survey findings have been utilized as a case study within the report.

The case study highlights that as a whole the respondents of the survey are highly educated, younger and are achieving greater income levels compared to the traditional workforce living and working in the North Okanagan. The findings indicated that 62% were self-employed and that they operate in a wide array of economic sectors. This diversity was much stronger than originally anticipated. Those that completed the survey accounted for over \$27 million in household income and \$48.4 million in wages.

This is one of the first reports in Canada that has been produced on this segment of the economy. However, the Hidden Professional sector is beginning to be discussed by economic development practitioners that are exploring ways to target recruitment efforts at subsectors within this market. For example, the State of Vermont announced that it was offering a \$10,000 relocation allowance for remote workers who move to the area and worked for out of state companies. For communities such as Vernon, that are known for providing a high quality of life, it provides a unique opportunity to attract additional skilled professionals to the area. In order to fully capitalize on the sector, communities need to recognize that the Hidden Professional has much different needs than traditional businesses. Respondents identified the need for investment in community amenities and infrastructure geared towards increasing the quality of life and providing networking and socializing opportunities beyond the standard business events.

Administration plans to continue its work in this sector and would bring any recommendations related to assisting in these efforts to Council for consideration.

RECOMMENDATION:

THAT Council receives the memorandum titled "Hidden Professionals Report", dated September 21, 2019, by the Manager, Economic Development and Tourism for information.

Respectfully submitted:

Oct 7 2019 4:50 PM

X  
Kevin Poole DocuSign

Kevin Poole
Manager, Economic Development and Tourism

Attach 1: Hidden Professionals Report

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Glossary of Key Terms

The following notes define a number of key terms used throughout the following narrative. Note they are defined here to better explain and confirm the methodology and analyses that follow, nothing more. Importantly these are presented for clarification rather than an academic debate. As such there may be small or slight differences between what is presented here and what might be found in the academic literature, which in and of itself is sparse and somewhat inconsistent. However, these differences do not measurably impact on the overall veracity of the results of this investigation.

Agile Workforce

Adaptable and readily available workers across multiple disciplines/vocations. Typically, as presented herein includes independent and non-resident workers for specific tasks/projects.

Contingent Work

Non-permanent work, typically on a contract or per-project basis.

Corporate Refugee/Remote Worker

Someone who works outside the confines of an employer's traditional office setting.

Exported Services

As presented herein includes the provision of services to customers outside the host community, either in person or electronically.

Gig Economy

An economy of market systems that facilitate the use of independent workers, freelancers, contractors, and alike for specific task/project-based assignments.

Hidden Professional

A Hidden Professional is: (a) a resident of the municipality who either owns a business or works for others; AND (b) an individual who operates from locations that are neither retail, commercial, nor industrial space; AND (c) an individual who exports services or is available to export services.

Knowledge Economy

An economy where growth is more dependent on the quality, quantity, and accessibility of knowledge-intensive aspects (intellectual capital) to generate productivity.

Knowledge Transfer

Knowledge transfer is the process that seeks to organize, create, capture or distribute knowledge and ensure its availability for future users. Includes the theory that knowledge can be spread by demonstrations of its successful application.

Loneliness Epidemic

The real or perceived feeling of being lonely. A significant characteristic (social isolation) experienced by many Hidden Professionals. Often a result of their adopted work environment, e.g. working alone in a café.

Micro-Influencer

A social influencer that is more relatable for some reason or other to an individual in regards to a specifically identified characteristic or trait. An individual who may not have a high number of "followers" but has a high engagement level with those followers.

Placemaking

A concept that postulates that the quality of a place is an increasingly important factor in terms of a community's vitality and talent prosperity—includes factors that influence someone's decision in terms of deciding on a place to live, a place to visit, and a place to do business.

Resident Staff

Someone who works within the confines of a traditional work situation, i.e. within an office setting.

Solopreneur

An individual who sets up and operates a business on their own.

Task-Oriented Platforms

An online platform that allows professionals to connect with other professionals globally to assist in a variety of tasks (e.g. graphic designing, accounting, and other typically professional services).



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Foreword

Hidden Professionals, today's mobile home-based entrepreneurs, contingent workers, freelancers, or corporate refugees (call them what you will) are an important part of our knowledge-based economy. Globally there is a growing dependence on knowledge-based services where essentially all that is needed to operate a business or to practice a vocation is a phone and a computer with internet access. While there is an expanding body of literature that speaks to the changing trends and realities of workforce dynamics, there is surprisingly little research regarding the benefits and needs of Hidden Professionals, whether they are either self-employed or employees.

Yet, it is understood that business owners and professionals are becoming increasingly free footed and an ever-growing number of professionals are making one community their home while earning their living exporting their services and abilities.

While less visible and less recognizable than typical workforce or enterprise typologies, Hidden Professional's in a municipality provide measurable and meaningful socio-economic contributions to those municipalities in which they reside in. With some dedicated attention and support, this enterprise/workforce cohort represents a serious and important economic asset from which municipal sustainability and prosperity can and should be further enhanced.

Given the commonly missed opportunity to support Hidden Professionals, due to them historically being 'hidden' and the emerging complexities in the modern day world, our team believes it to be prudent to start the conversation and to shed some light into the darkness on this expanding enterprise/workforce cohort in our expanding knowledge-based global society.

Wayne Robert MBA





Introduction

Hidden Professionals are an untapped, unrecognized, and underappreciated driver of local economies. To aggravate matters, because they are seemingly not large enough to be seen as influential stakeholders by local governments and are hard to reach for inclusion into key local economic development policy decisions, the need for and subsequent design of efforts and supports tend to focus on the traditional “bricks and mortar” operations. This loss of attention can have significant unintended consequences that erode a municipality’s overall prosperity.

Communities around the world are experiencing unprecedented demands from local citizens to not only attain economic growth, increase citizens wealth, but to also improve quality of life. All while facing new levels and complexities of challenges such as increased globalization, political/country partnership uncertainty, new levels of competition for attracting business and citizens the like. In order for communities to grow and improve by attracting and retaining development, residents, and jobs all while balancing an increased community’s quality of life is daunting, to say the least.

In order to at best keep pace with this ever-growing demand environment communities will need all economic contributors and sectors are contributing to their full potential. In order for this to occur, communities are under considerable pressure to understand what they need to do to enhance—and in some cases even preserve—their local vitality.

A common economic contributor that is left behind or ignored is the Hidden Professional. While poorly understood by many Economic Development professionals, Hidden Professionals play a significant role in community prosperity through their local spending, investment, employment generation, knowledge sharing, contributions to local diversity and competitiveness, and so forth. Yet, there is still little known about their socio-economic contributions and their needs.



Hidden Professionals offer what most communities consider an ideal all in one package – a young, educated, highly skilled and well-paid workforce together with a thriving entrepreneurial and enterprise sector.

What this Report Reveals

This report is not intended to be an exhaustive analysis of the concept nor fully set out all of the evidence with respect to Hidden Professionals. However, it does provide a cursory macro-level overview of the phenomena, introduces and explores some of the macro influencers, and highlights some of this enterprise/workforce sub-classifications socio-economic contributions. Further, this research was flushed out if you will and tested in a specific case study focused on the North Okanagan. The purpose of the work and this report is to create a dialogue for communities and economic development practitioners to begin to think about Hidden Professionals as a valuable economic base that deserves recognition and inclusion in traditional Business Retention and Expansion, entrepreneurial development, workforce development and investment attraction initiatives.

Objectives of the Research

The research conducted as part of this paper was focused on two primary objectives:

1. A more meaningful appreciation of the Hidden Professional movement; and
2. A better understanding of the phenomena (Hidden Professionals) within the North Okanagan.

The duality of these objectives has allowed for the identification of benefits and a focus for ongoing efforts to continue its growth and success.

Methodological Approach

The research effort for this report incorporated a two-pronged approach. Overall it included the collection and articulation of key themes and then these were tested specifically within a case study of the North Okanagan.

In the first instance, explorative research was undertaken and included a review of secondary sources. Collectively the evidence was somewhat inconsistent inasmuch as there are varying opinions in respect to terminology and concepts. Therefore, from the explorative research findings, a descriptive research approach and tools were formalized and implemented to gather further, more in-depth information to more fully round out the investigation. This descriptive research included surveys, primary interviews, and group discussions of those considered (self-identified) as Hidden Professionals. These subsequent efforts were focused on testing the hypothesis that the numbers of Hidden Professionals within the North Okanagan are significant, and their contributions are consequential.

Hidden Professionals are typically invisible in terms of traditional economic and workforce analyses, yet their impacts and contributions to local growth and development can be larger than many of the other more traditional sectors.





The Consulting Team: Lochaven Consulting

Lochaven Consulting, headquartered in Vernon, British Columbia and Calgary, Alberta, originally proposed this project to key economic development authorities within the North Okanagan Region. This project was proposed as a valuable knowledge building exercise in the broader effort to better identify and understand the multiple modern-day determinants of economic growth and development in the 21st century; and to share these insights to positively affect the practice of local economic development within the region.

Lochaven Consulting is a boutique firm with a global perspective on the multiple aspects of local economic development from policy analyses, sector investigations, strategic planning and implementation; to economic impact assessments (EIA), private sector development programming, business planning and feasibility studies; through to program evaluation and monitoring.

Our mission is:

To provide governments, communities, and businesses worldwide with sustainable solutions for economic and social development.

We are known as a client-centred firm with a proven global reputation of excellence in economic development and private sector programming. We emphasize collaborative working arrangements that assist our clients to strengthen their abilities to identify opportunities, address problems, and proactively meet the challenges of economic, social, and technological change in today's modern world.

Lochaven is acknowledged globally as thought leaders and is often engaged in the development of knowledge products on a broad range of economic development topics. Given this experience, the company through its partners and principles maintain significant experience and familiarity with the markets/business practices throughout Canada and the United States, Eastern and Western Europe (including but not limited to Hungary, Czech Republic, France, Slovakia, Poland, The Russian Federation, and Ukraine); China; Panama, Columbia and Southeast Asia (including but not limited to Indonesia and the Philippines).

The company and its partners have assisted in the design, development, and implementation of effective strategies, programs and special initiatives on behalf of a broad range of public and private sector interests; numerous communities and regions worldwide; provincial, national and foreign governments; large NGO's; multinational companies; international organizations; and, multilateral development organizations/authorities.



Hidden Professionals as a Movement

Although there are concepts related to Hidden Professionals that are becoming colloquial buzzwords, there is still not a true definition of Hidden Professionals. Further, also somewhat confusing in the mix, there is an absence of consensus as to the realm and reach of a “gig economy”. Definitional incompatibility across data sources is problematic in any attempt to fully articulate the characteristics of Hidden Professionals and the benefits associated therefrom. Regardless of how a community defines this hidden sector, identifying that they do exist and that there is an opportunity to support them is a start.

In order to begin to better understand these enterprises/workers and the movement they represent, there are some internal and external pre-conditions that provide useful insights into why and how they exist. Beyond that, there is a range of notable findings that were collected during the research and as a consequence of the primary research. These observations have clear implications for subsequent discussions on the relative importance of the phenomena and ways/means to support ongoing development.

Hidden Professionals are evidenced across multiple industries and multiple sectors – they’re a dynamic segment that make positive contributions to local communities. Yet, much of these data points are unknown.



Internal Influencers (The Holding Environment)

The conditions under which someone can be at their best and grow is what is commonly referred to as a “holding environment” – a physical, social, and psychological space to be effective in their work. For independent workers, such as Hidden Professionals, a unique holding environment is essential. It must be cultivated and properly maintained otherwise the individual will return to a more traditional employment model. This may seem counterintuitive, the return to a traditional employment role, but social inclusion and efficiencies are integral to long-term success for a Hidden Professional.

Some of the common aspects of a positive holding environment include place, routines, purpose, and people.

I was ready to close my doors. After 10 years of running a million-dollar operation I grew bored of working in my basement. My staff were scattered across the country and I needed that social outlet. So, I decided to bring the team together into one physical office space.

- Hidden Professional



Place

Disconnected from a corporate office, finding a place to work that will mitigate the challenges of the distractions and pressures, as well as find a place that is the “office” for those moments of creative solitude is critical. Often, work may be portable, yet having somewhere to retreat is important.

Routines

Using routines to enhance focus and performance is important. Of course, each individual’s needs and work style are very different. This is often why a pre-set office culture and work atmosphere are not desirable for everyone. Open workspaces or coworking spaces are also not always the solution. Rather finding that balance between open space, closed offices, quiet rooms, talking spaces and so forth is important for all Hidden Professionals. A copy and paste of random concept design will typically be ineffectual.

Purpose

More often than not, many Hidden Professionals, be they self-employed or employees, are seeking deeper purpose in their lives and their work. This desired level of purpose creates a bridge between their personal interests and work motivations.

People

Human-beings are social creatures. For Hidden Professionals, an area of potential concern may arise from the “loneliness epidemic”. Social isolation can be a real danger, and as such Hidden Professionals strive to avoid it. Paradoxically many are ambivalent about traditional formal peer groups. Hidden Professionals need to have a social release to assist them in pushing through challenging times and to support them to continue to take the risks their work may entail. The importance of propinquity for Hidden Professionals relates directly to their needs as humans. By creating environments for further personal connections perpetuates success.

The context and circumstances of the resident holding environment make a vast difference in a Hidden Professional’s ability to sustain productivity, endure anxiety, and turn challenging moments and feelings into sources of creativity and growth.

As an IT professional who works remotely it would be extremely beneficial to have access to a shared office space with proper facilities (e.g. high-speed internet) that can be used for work and networking with like-minded people. I know that Revelstoke has opened one recently.

The availability of fibre optic internet has provided me with the means to work from home at a long-time job that I had left in Ontario.

- Hidden Professional

As a professional who works from my home, I miss the opportunity for social interaction and the ability to connect with other like-minded people. The truth is it has impacted my business effectiveness.

- Hidden Professional





For more than 30 years, technological advancements have had a profound influence on shaping the way we work. This exponential advancement is expected to continue and shape the next 15 years.

External Socio-Economic Influencers

Beyond the Holding Environment the increasing popularity of working as a Hidden Professional is in large measure a consequence of selected external socio-economic influencers such as but not limited to there being an increased willingness by many employers and better systems of management/communications to allow working at home or off-site and an increasing level of public awareness and priority about work-life balance. Additionally, to increased accessibility to key internet and technology systems that set the stage for an emergence of Hidden Professionals.

Globalization complemented by amazingly innovative and dynamic changes in technologies and knowledge networks have and will continue to have an influence on the presence and success of Hidden Professionals. Understanding some of these key developments is an important part of defining the segment, its prospects for growth and continued/enhanced success, and relevant policy and programming needs going forward.

Global trends have increased the popularity of working as a Hidden Professional.



Business Trends



1. The continuous war on talent¹ for corporations of all size to attract and retain top talented staff.
2. Corporate philosophies of staffing and resource allocation. How corporations are willing to engage talent.
3. A shift in the way enterprises evaluates the performance of their employees from focusing on the amount of time an employee stays in the office to focusing on the amount and quality of work accomplished.
4. Growth in Soloprenuer opportunities.

Economic Trends



1. Growth of the knowledge-intensive economy.
2. The decline in traditional manufacturing.
3. Shifts in the economy (Gig Economy/Globalization).
4. Impacts of Economic Conditions.

Societal Trends



1. Greater independence and flexibility desires of Hidden Professionals.
2. Ability, ease and acceptance of travel as part of the work culture.
3. Quality of life desires of employees.
4. Both partners within the household wanting to be engaged in the workforce while remaining work-life balance.

Technological Trends



1. Enabling technologies (Task-oriented platforms) and social collaboration/messaging tools
2. Automation and Machine learning
3. Increase access to powerful, reliable and affordable connectivity.
4. Use of Web 2.0² technologies to connect the internal efforts of employees and to extend the organization's reach to customers, partners, and suppliers.

Financial Trends



1. Transaction costs of technology
2. Companies benefit greatly from increased labour flexibility as they can hire workers with different skill levels to work at different times while paying them only for the work they perform.
3. Corporations moving to sub-contractors and gig workers in an effort to decrease long-term financial obligations.

¹A hyper competitive environment for recruiting and retaining talented employees. As noted in the book, Michaels, et al., describe not a set of superior Human Resources processes, but a mindset that emphasizes the importance of talent to the success of organizations.

²Web 2.0 describes the second generation of the world wide web, where it moved static HTML pages to a more interactive and dynamic web experience. One that is focused on the ability for people to collaborate and share information online via social media, blogging and Web-based communities.

How Hidden Professionals Contribute to Local Economic Prosperity and Well-Being

In the absence of consistent quantifiable data with depth and history on a larger-scale, we have looked at how Hidden Professionals contribute beyond direct dollars invested. The direct economic impact provided by Hidden Professionals and indirect benefits as well will naturally vary from community to community.

Much of the research has suggested positive economic development implications in both qualitative and quantitative terms. For example, the incomes and career opportunities associated with Hidden Professionals creates a new look to traditional municipal economies and the traditional workforce. Specifically, by way of example, certain incomes and career opportunities may not have been available or apparent in the community before, but through the presence of Hidden Professionals, the range of visible possibilities increases and so too does the “visible” employment opportunities that are created for others.

Further, as visible possibilities increase, citizen attraction and retention are enhanced. In the former instance, the existence of Hidden Professionals affirms the possibilities of broader work opportunities for those who may presuppose the importance to be in more urban areas. Hidden professionals often bring with them new ideas and new innovative technological approaches that allow them to be in almost any community and operate successfully. In the latter instance, those occurrences where there is a forced workforce relocation may be deemed to become less attractive/less necessary.

Like any other sector, the ability to successfully retain and/or grow a cadre of Hidden Professionals inevitably enhances a community’s cash flow offsetting leakage in support of local businesses. This, in turn, ripples or multiplies impacts locally both in incomes and employment. Importantly as well typically some level of innovation and knowledge transfer necessarily diffuses throughout the community.



Effective talent acquisition and retention strategies can make or break an organization’s ability to innovate and stay ahead of their competition. It’s essential that organizations stay on top of the latest trends and technologies impacting recruiting, talent management and employee retention... flexible working conditions is a key aspect.

As previously noted, the profile of a Hidden Professional is commonly one that is sought after, due to the fact that a more talented resident workforce coupled with the broader domestic and international visibility of “exported services” supports local investment attraction/retention efforts by building, promoting, and fostering greater municipal reach.

This diversity of industries, vocations, and skills commonly represented by Hidden Professionals highlight their importance to the broader aspects of community stability and diversity. Further, a presence within either gender and the prevalence of younger cohorts suggests greater stability and increased opportunity within the traditional workforce. These Hidden Professional opportunities can also yield several gender equality benefits. It also reinforces the possibility of entrepreneurial success regardless of the absence of a bricks and mortar environment. All of which allows for a greater opportunity for women to continue to stay engaged in the workforce and accommodate caregiving responsibilities as they see fit. An ever-growing body of knowledge surrounding productivity gains recognizes that women are a significant driver of future productivity growth in Canada. Keeping them engaged and fostering their enhanced engagement adds to greater national, regional and local productivity gains where everyone benefits.

An increased level of entrepreneurial activity, new technology, and new markets as represented by the presence of Hidden professionals, means a more competitive climate typically ensues locally. A healthier level of increased competitive efforts by other local businesses typically mirrors new ways to capture further growth opportunities by seeking success and sustainability externally.

Key Benefits of Hidden Professionals

- Employment Creation and New Opportunities
 - Citizen Retention/Attraction
 - Spin-Off Technology and Knowledge Sharing
 - Diversification and Stabilization of the Municipal Economy and Tax Base
 - Promotion/Support for Greater Gender Equality
-



Hidden Professionals North Okanagan Case Study

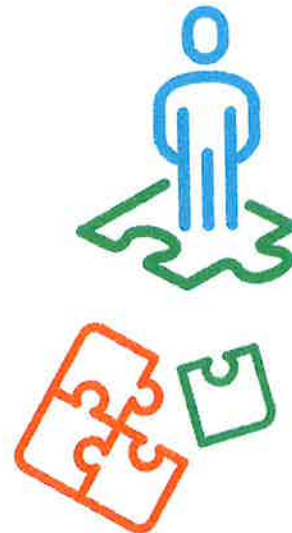
Set in the interior of British Columbia, Canada, the North Okanagan is a region with a population of over 80,000 of which the City of Vernon is the regional anchor community. The region is diverse in terms of economic drivers and natural assets. With agriculture being the traditional economic driver, other sectors such as forestry, manufacturing, construction, health services, tourism, and professional services are paving the way of the future and changing the make-up of the region.

The North Okanagan promotes itself as an active region with fantastic natural amenities that provide a vast amount of outdoor activities which assist in luring citizens, businesses, and hidden professionals to the area.

The following notes detail and summarize the outcomes of a detailed research exercise undertaken in the North Okanagan Regional District in the summer of 2018. This exercise is described in further detail below. Importantly the implications of the exercise have much broader application not only within the North Okanagan but in other communities and municipalities throughout Canada - and it is in this regard that the following narrative is presented.

Specifically, as it relates to the North Okanagan case study, the following main objectives were addressed:

1. The profile of the Hidden Professional
2. Benefits provided by the North Okanagan Hidden Professionals
3. Needs of the Hidden Professional



Methodological Considerations

Because much of the investigation was breaking new trail, so to speak, the process required a higher than normal level of engagement; a more focused analytical framework adapted to the needs of this unique segment and exercise; and the collection of sufficient data to ensure adequate representativeness.

Challenges and limitations of note included the following:

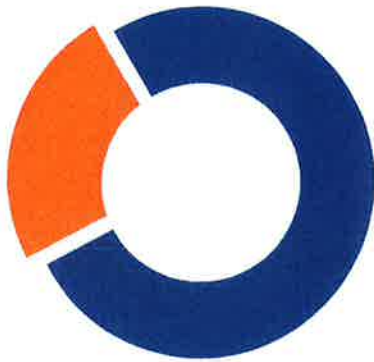
1. Articulating/defining sample size to limit data generalization challenges;
2. Survey distribution adequately targeting Hidden Professionals;
3. Confirming sample size representation of the defined Hidden Professional population of which results can be generalized to the population;
4. Dependably extrapolating the data beyond the sample size to be representative of the larger community; and,
5. Adequacy of data and/or reliable data for statistical trend comparisons given a lack of prior research on relatable subjects.



In order to gain a proper appreciation of the hidden professional in the North Okanagan including the benefits these individuals provide to the community and their needs, a balanced, methodical and credible research exercise was undertaken. This effort necessarily encompassed an online survey (271 survey respondents); individual one on one interviews (25); two focus group discussions (insights gained from the interviews and surveys helped to facilitate the two focus group discussions); a thorough literature review; and an in-depth analysis of best practices. The online survey was promoted through a variety of platforms and mediums to ensure a maximum response rate - including the City of Vernon's website and social media platforms including Facebook, LinkedIn, and Twitter. In addition, the survey was specifically promoted through the Start-up Vernon network and through word-of-mouth at various networking opportunities.

The data collected and implications drawn therefrom are nonetheless important to instill a better understanding and appreciation of Hidden Professionals. The research also offers a strong argument for continued efforts to track and engage this segment. Doing so will provide further insight into the identification and introduction of relevant programs/services to support, retain, and attract Hidden Professionals and furthermore, in turn, enhance the extensive socio-economic benefits within the municipalities in which they are hosted.

It is recommended that this effort including the research methodology, surveys and investigations that were undertaken, and results collected serve as a platform for a discussion and further research into the important contributions of Hidden Professionals. Further, this should lead to a better understanding of Hidden Professionals and define and confirm how best to support them.



20% - 30%

Randstad Canada, a staffing company, suggests that if one were to add up all of the non-traditional workers such as contingent workers, freelancers, independent contractors and consultants this would represent 20%-30% of the Canadian workforce.

Profile of North Okanagan Hidden Professional

Data on the typical profile of the Hidden Professional segment has many uses and implications. The many elements ranging from age distribution to gender composition, employment status, and education attainment levels create insights for local economic development practitioners to consider in their efforts accordingly.

The results, therefore, are significant in terms of their contributions of knowledge to potential programming and efforts. Although the sample was small, the findings from these efforts provide insights into the basic demographic characteristics and other tendencies of the North Okanagan Hidden Professional cohort.

THE HIDDEN PROFESSIONAL IN THE NORTH OKANAGAN



The percentage of Hidden Professionals in the North Okanagan who have post-secondary education greatly outweighs the average percentage of traditional workers with post-secondary education in the North Okanagan.



The comparison of the gender split between the North Okanagan generally and the Hidden Professional cohort within the North Okanagan is an interesting one. As you can see, the split in the North Okanagan workforce states that there are 4% more men than women of those employed in the labour force. However, when looking at the Hidden Professionals in the North Okanagan, the shift is 6% in favour of more women than men, therefore equating to a 10% swing. As we know, that an increased level of gender parity can have substantial benefits in productivity levels and economic growth; when the levels of the labour force participation rates are equal, (or greater) as we see in the North Okanagan Hidden Professionals, the economy is better positioned to capitalize on those opportunities for growth.



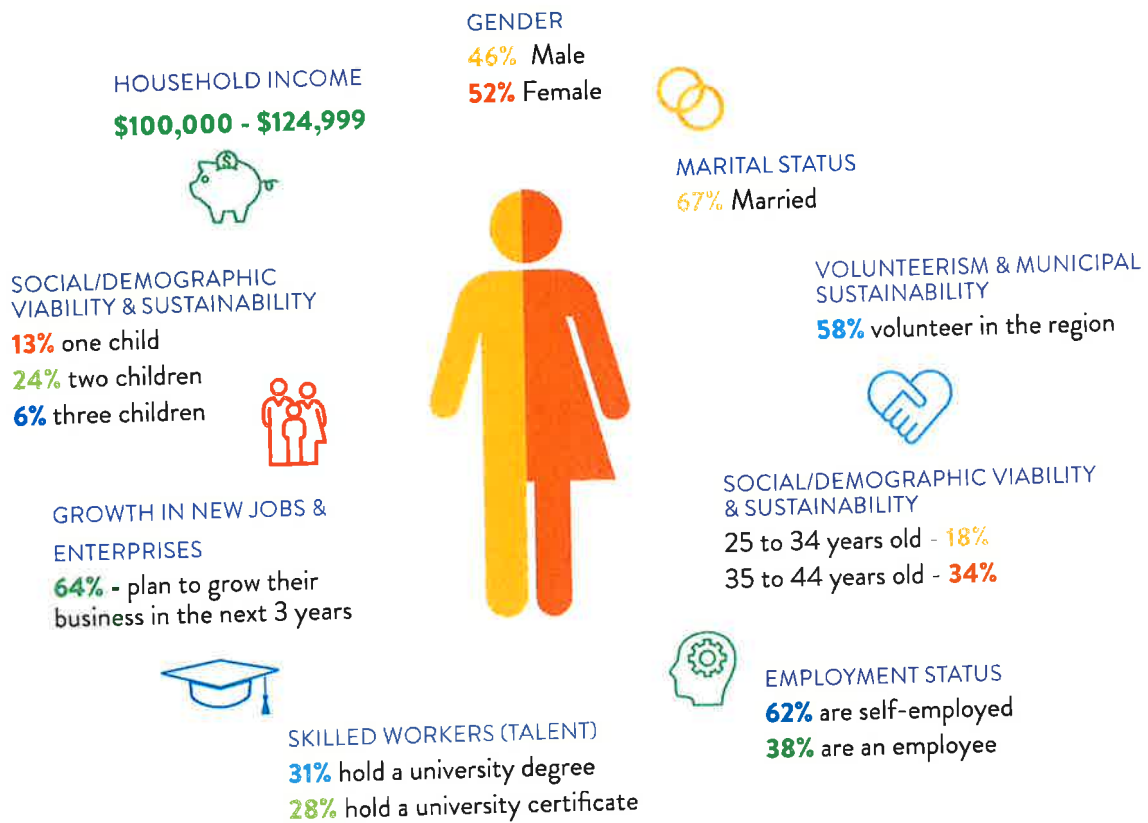
Those in the 'prime working ages', defined by the OECD as those between 25-54, have significant positive effects on the economy. As there is globally a concern with an aging population, the benefit with the cohort of the Hidden Professionals in the North Okanagan is that they're greatly favouring the prime working age demographic, comparative to the age characteristics of the North Okanagan in general. This bodes well for future growth opportunities.



Overall, the North Okanagan Hidden Professionals represented a young and educated workforce that has a higher median total household income compared to those generally in the North Okanagan. Given that the skills demanded by the labour market are changing to higher requirements, it is important for individuals and therefore communities and businesses to be able to compete and adjust accordingly to the level of technological change and global competition. These characteristics of Hidden Professionals in the North Okanagan therefore creates better opportunities for the cohort to realize their potential as productive members of a community an accelerate the region.

The statistics for the Traditional Worker in the North Okanagan is from: Census Profile, 2016 Census. Source: <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page.cfm?Lang=E&Geo1=CD&Code1=5937&Geo2=PR&Code2=59&Data=Count&SearchText=north%20okanagan&SearchType=Begins&SearchPR=01&B1=Education&TABID=1>

WHO IS THE NORTH OKANAGAN HIDDEN PROFESSIONAL?



The Hidden Professional in the North Okanagan is more likely to export their services with:

- 69% do business in the North Okanagan
- 59% do business across British Columbia
- 50% do business across Canada
- 35% do business internationally

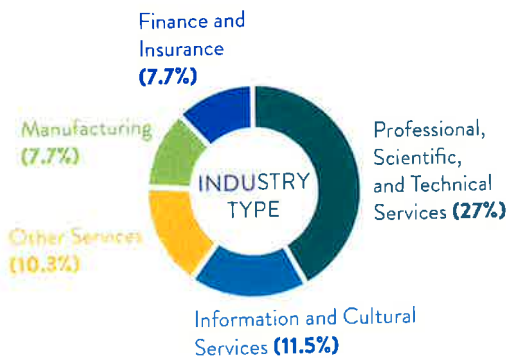


35% of respondents indicated they work internationally. Some of the countries North Okanagan Hidden Professionals work with are:

Americas	Europe	Middle East, Africa, Asia-Pacific
<ul style="list-style-type: none"> • U.S. • Barbados • Trinidad • Bermuda 	<ul style="list-style-type: none"> • U.K. • Russia • France • Ukraine 	<ul style="list-style-type: none"> • Australia • Indonesia India • United Arab Emirates • China • South Africa • Egypt • India • Oman • Bahrain

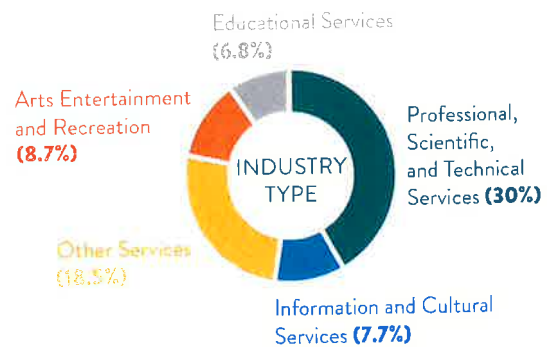
The research also allowed for a separation between those that self-identified as either self-employed or as employees. These characteristics are interesting as they are not aligned with common expectations. Typical assumptions often predominantly revolve around the connotation that most of these individuals are in the IT industry and work out of their basements. The research suggests otherwise. That's not to say there are not IT professionals that make up part of this cohort, but the interesting aspect is that the range of business functions, job titles, and skill sets is much broader than that.

Employee 38%

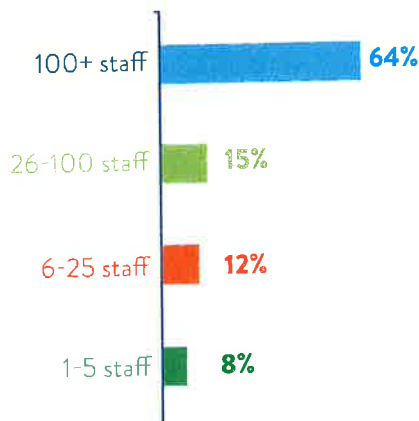


vs

Self-Employed 62%



NUMBER OF STAFF (of entire company)



BUSINESS FUNCTIONS



Consulting
Administration
Sales/Marketing
Accounting/Finance
Research & Development



- 102 total staff globally**
- o With a median of 1 staff
 - o Average of respondents was 1.5 staff full time employees globally



Motivators for Making a Conscious Decision to be a Hidden Professional

In order for Economic Development professionals and communities to develop programs and services to capitalize on the Hidden Professional cohort, it is important to understand the key motivators that attracted these professionals to choose this type of work/business model. Through the research there were very strong common themes to what motivated someone to decide to become a hidden professional, the nuances and variables that influence those decisions are at times wide and can even be unexpected. From the information gathered in this analysis, those decision-making aspects were often focused around the following main concepts.



Work-Life Balance

The ability to achieve work-life balance through working from home to have flexibility with family. Deciding to locate in the North Okanagan was overwhelmingly based on lifestyle. The freedom associated with being a hidden professional in deciding work times and projects while considering and accommodating out of work activities is a key motivator.



Location

The common profile of a Hidden Professional is that they and their significant other are well educated and have the desire to have professional careers. As such, the flexibility of location that allows a Hidden Professional to locate where their partner has an employment opportunity is a strong motivator. A common challenge is that one within the relationship is able to relocate for a work opportunity, but traditionally opportunities may be limited or nonexistent for the other partner. When it comes to Hidden Professionals, this cohort has the ability to locate wherever in order to support their spouses career mobility decisions and their own career aspirations.



Freedom

The freedom it provides as self-scheduling workers. With more research suggesting that the typical 9:00 – 5:00 desk job may not be the model that creates the most productivity, creative freedom, or allows an individual to live a full-life as they may desire. Therefore, the freedom the Hidden Professional lifestyle provides is often a motivator for this work/business model.

I moved to Vernon with my wife because I can work from anywhere and here, we have access to many world-class outdoor amenities... skiing, lakes and mountain biking.

Hidden Professional



Economic Opportunities

The ability for greater income-earning opportunities, particularly where there may be a lack of economic opportunities in the region. With the traditional perception that you have to live and work in a major city centre in order to attain higher income earning opportunities or find suitable careers, this perception is changing through the Hidden Professionals. The motivation for higher incomes and career paths can be attained through better alignment with the skills, experience, and desires of a Hidden Professional is one of the themes that drive this cohort.



Hidden Professionals have the choice of who they physically work and socialize with through the flexibility of sharing space with non-work-related professionals. While it may seem counterintuitive, often Hidden Professionals will search out other professionals that are not in their profession. They search out people who are like-minded but who also complements their skills with other disciplines, of which they often represent different business functions or disciplines than their own. Another motivator is having the choice to work in a traditional office setting, working from home, working from a café, some form of co-working, or any other arrangement which creates the opportunities for Hidden Professionals to opt in or out with other professionals in similar or different fields, bringing diversity and new forms of creativity/energy to their work days.

- The unique and novel feature of this business model relates to the nature of employment: independent workers can freely choose when to work as well as seamlessly switch between work and their private lives.
- While footloose professionals are able to choose where they want to work and live and for many the decision is influenced by determining if there is a cohort of like-minded people.



Community Benefits

Throughout the case study, there were several key takeaways that are exceedingly important to highlight as benefits derived from the North Okanagan cohort of Hidden Professionals. These benefits again have much broader applications not only within the North Okanagan but in other communities and municipalities. Therefore, by way of example as per the results of the North Okanagan case study, there were 7 themes of benefits that are as follows.

-  Skilled Workers (Talent)
-  Social/Demographic Viability and Sustainability
-  Volunteerism and Municipal Sustainability
-  Gender Equality and Gender Equity
-  Economic Diversity and Stability
-  Investment Attraction
-  Business Development and Economic Resiliency



Benefit: Skilled Workers (Talent)

Observation: On average Hidden Professionals are more highly educated than the average employee within the North Okanagan. 31% of Hidden Professionals record having a degree versus an average of 9% for all workers within the North Okanagan.

Implications:

- The existence of this enterprise/worker cohort suggests that the level of talent evidenced within the North Okanagan is more significant than what traditional measures would suggest.
- A talented workforce supports local economic development efforts aimed at investment attraction by highlighting in a positive way a key site location determinant, i.e. available “talented” workforce/contractors.
- Citizen (talent) attraction efforts are enhanced by illustrating the opportunities for talented workers.
- A talented workforce supports the level of innovation that will occur.

Benefit: Social/demographic viability and sustainability

Observation: On average Hidden Professionals are relatively young (76% recorded being 54 years of ages and younger and 52% recorded being 44 years of age and younger). Further, 67% registered as being married, and 45% recorded having children.

Implications:

- A balanced demographic profile is essential to municipal viability and sustainability. The North Okanagan Region is generally older than other municipalities. As such the in-migration of young people and young families is important.
- Young families support local schools and strengthen social networks improving the overall quality of life. This supports citizen/investor attraction and as importantly supports investment retention.



Benefit: Volunteerism and municipal sustainability

Observation: On average 58% of Hidden Professionals report being volunteers within their host communities.



Implications:

Volunteerism is the lifeblood of most communities. It is also indicative of local pride and commitment, key attributes of “quality of Life”. 58% of Hidden Professionals report giving back to their host community.

- Many of the Hidden Professionals stated they volunteer by lending their technical abilities. This increases the operating capacities of social organizations.
- Many respondents stated they volunteer for the social aspects. Through the volunteering, Hidden Professional become more attached to the community.



Benefit: Gender Equality and Gender Equity

Observation: Of the aggregate of Hidden Professionals surveyed/interviewed 52% were female and 46% male. This ratio is significantly different than from the recorded labour force participation rates for British Columbia (59.7%/68.3%) and the North Okanagan (54.0%/62.3%) respectively.

Implications:

- Gender equality across vocations is an important issue across Canada and internationally for a number of reasons, not the least of which include the importance of labour force productivity to economic growth and equality of access to economic development.
- Often times real and artificial barriers preclude equal opportunity. Clearly, this is not the case amongst those broadly categorized as Hidden Professionals and provides an important foundation in local efforts to promote citizen (talent) attraction and investment attraction.



Benefit: Economic Diversity and Stability

Observation: Hidden Professionals surveyed/interviewed reported engaging in a number of different vocations, the more significant being consulting, sales and marketing and administration. Hidden professionals also recorded diverse representation across multiple economic sectors.

Implications:

- Workforce diversity is an important site location determinant for incoming investors.
- Workforce diversity, where that diversity is either sector-specific or sector focused, can provide a foundation for economic growth in respect to agglomeration and/or clustering.
- Sector diversity is essential to economic stability and sustainability.



Service exports are an important emerging trend in global trade. Many traditional manufactured product exports increasingly contain technology that requires installation, troubleshooting, maintenance, and repairs. The increase in service exports is a natural outcome of the continued growth of the services economy in North America. And the pervasiveness of the Internet and the explosion of cloud-based communication has enabled information and related services to flow freely across country boundaries.



Benefit: Investment Attraction

Observation: 82% of Hidden Professionals surveyed/interviewed reported having a main office outside of the region and 64% reported working within companies with or on behalf of companies with more than 100 employees. Further 59% reported working in other BC markets and 35% reported working internationally.

Implications:

- Investment and citizen attraction success relies heavily on getting the message out to those key individuals and enterprises who might be interested or might be persuaded to relocate or expand elsewhere, i.e. in this case to the North Okanagan.
- Hidden Professionals can Offer a bridge to other talented workers and potential investors. As “ambassadors” or similar arrangements they extend the reach of local economic development investment attraction efforts.
- Further, as ambassadors Hidden Professionals can Offer a bridge of support to local tourism attraction programs.



Benefit: Business development and economic resiliency

Observation: 64% of Hidden Professionals surveyed/interviewed reported planning to grow their business – 107 businesses

Implications:

- In current uncertain economic times, it is quite amazing to record such substantive business optimism as that voiced by those engaged as Hidden Professionals. It further emphasizes the dynamic and important contribution this cohort can offer to the economic development agenda.
- The spin-off benefit of the aggregate contribution in salaries /owner draws to the region was \$48.4 million not only provides existing businesses with support with viability but also expansion.

Direct Impacts

Based off the primary data gathered as per the North Okanagan case study, it is important to draw attention to some of the direct impacts that can be attributed to the Hidden Professionals.

It is evident that the cohort of Hidden Professionals in the North Okanagan offer positive improvements to the region in terms of job and business creation and growth, as well as the financial impacts to enterprises, organizations, and local governments, and beyond. Therefore, by way of example, the following information has been extrapolated from the primary research.

Impact: Growth in new jobs and new enterprises

Observation: of 271 surveyed Hidden Professionals, 62% recorded being self-employed (168) and 38% recorded being employed (103). Of those who were self-employed, 64% representing 107 enterprises recorded an interest in growing/expanding their business.



Impact: Financial impact to enterprises, organizations and local governments within the region

Observation:

1. Median household income for the 271 surveyed Hidden Professionals was in the range of \$100,000 - \$124,999 representing \$27 million to \$33.75 million in aggregate – a not insignificant amount available, depending on leakage/capture, for local expenditures on housing, retail, transportation, taxes and so forth.
2. Taking into account salaries and wages paid to the staff of Hidden Professionals (46% recorded having staff and average payrolls of \$83,094) the aggregate contribution in salaries /owner draws to the region was \$48.4 million. Again, a not insignificant amount available, depending on leakage/capture, for local expenditures on housing, retail, transportation, taxes and so forth.



Impact: Job Creation

Observation: 46% of the 271 surveyed Hidden Professionals employed 1-5 individuals. In aggregate total direct employment in the region as a consequence of the activities of Hidden Professionals is approximately 582 (employed and self-employed).



What Are Their Needs

Clearly, Hidden Professionals are stimulating innovation and competition, of which is and will continue to be essential to enhancing the diversity and vibrancy of communities and promoting and fostering an ever-more competitive knowledge-based society. Certainly then, Hidden Professionals should not be overlooked in any serious economic development effort.

The challenge associated with supporting this cohort is gaining an intimate understanding of their needs. Based on the primary and secondary information, a number of needs were identified as a means to assist Hidden Professionals in the North Okanagan. While the Hidden Professional business owner had many of the common business needs such as access to market, marketing, operations and accounting needs, many of the other stated needs were either unique in nature or have a very unique aspect to them from the bricks and mortar types of business. The most predominant themes were:

1. Talent Attraction and Retention
2. Access to quality and appropriate office space
3. Professional Development
4. Social Inclusion and Isolation of Likeminded People
5. Standard of amenities



Talent Attraction and Retention

Hidden professionals largely work within the knowledge economy and with that, the attraction and retention of talent is paramount to business success. Much of the dialogue with Hidden Professionals rotated around the ability to attract talent and retain talent in order to maintain existing operational levels and to expand their business further. The dialogue focused on four (4) major attraction/retention topics: 1) educational requirements, 2) levels of experience, 3) housing and 4) social issues:



Educational Requirements

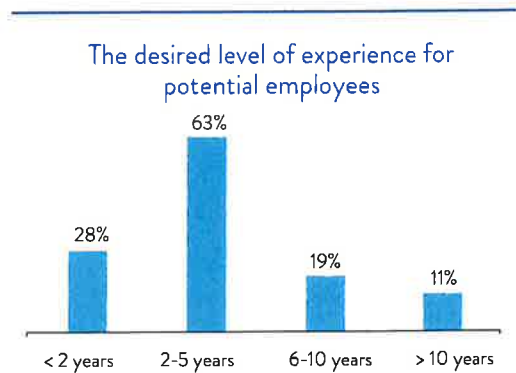
- In regard to **educational requirements**, this cohort is looking for highly educated individuals with specific formal training in areas that are deemed to be relevant fields for their business (e.g. computer science). Those candidates that don't have at least a university degree were identified as not suitable fits for talent needs for this cohort; a university degree is a minimum and many are looking for advanced graduate degrees in candidates to really help to take their businesses to the next level. According to the survey results of all respondents, the following data was gathered:
 - >> **Only 20% of all respondents** stated that they could utilize and hire a candidate with no "certificate, diploma or degree" and only 15% of all respondents stated they could utilize and hire a candidate with just a "secondary (high) school diploma or equivalency certificate". All other responses stated that desirable candidates need to be highly educated, with a minimum of a college diploma but the expectation was for candidates to have university degrees and advanced graduate degrees.

- >> **33% of all respondents** stated desirable candidates should have a “college, CEGEP or other non-university certificate or diploma”.
- >> **26% of all respondents** stated desirable candidates should have a “University certificate or diploma below a bachelor level”.
- >> **27% of all respondents** stated desirable candidates should have a “University certificate, diploma or degree at a bachelor level”.
- >> **18% of all respondents** stated desirable candidates should have a “University Graduate degree and/or professional designation”.



Level Of Experience

- While it may seem counter-intuitive, the Hidden Professionals indicated that while they are looking for good educational backgrounds, they prefer only 2-5 years of experience when searching for potential employees. The rationale provided as for why preferring someone with limited work experiences was two-fold: 1) to train the staff their way, and 2) the cost associated with more senior staff.



Housing

- A critical issue associated with attracting staff was the accessibility of appropriate housing. It was felt that potential staff are impacted by the vacancy rates, the structure and quality of the inventory, and the costs associated with both rental and ownership options.

I moved to Vernon for my job and applied to 15 different apartments and basement suits... only one person got back to me. The only reason the rental rates work for us is that my girlfriend and I are both working professional jobs.

- Hidden Professional



Social Issues

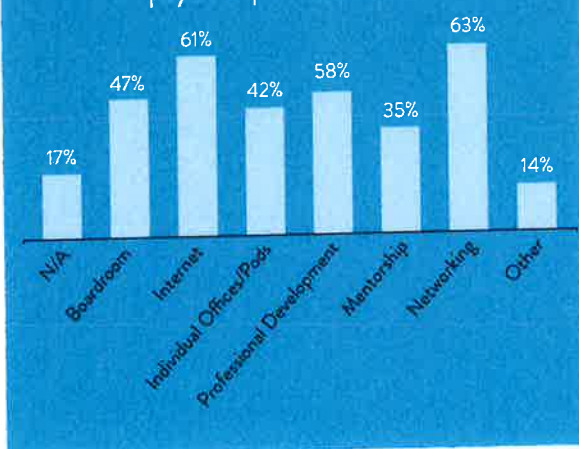
- While social issues are a topic for the Hidden Professionals, it may be through a different lens than what is typically found in the Region. Most of the Hidden professionals self-identified as very well-travelled and are open-minded to the common global social issues that the North Okanagan Region also faces, such as homelessness. While this is still a point of concern, the other social issues that were stressed were personal recreational/entertainment issues.

Quality and Appropriate Physical Space

While Hidden Professionals can work from nearly anywhere, it is also recognized that not all places are compatible with the contingent nature of their work, meet their required infrastructure needs, or fulfil their needs when it comes to the social nature of work. Though technological, economic, and social circumstances are fostering a significant transition away from traditional work structures, there are still interpersonal aspects to office-based employment. Through the research, the following aspects were identified as strong themes:



What would be your thoughts on relevant physical space & services?



- Work is a social activity and professional isolation can negatively impact job performance and create adverse psychological conditions.
- Hidden Professionals are wanting a sense of control over work style and hours, for example, and thus seek autonomy and scheduling flexibility of their remote work. This is combined with the desire to have the option to access the structure and 'community' of an office, if and when the worker wants it.
- While there was an identified need/want for physical space, the following in regard to the North Okanagan was stated:
 - >> Much of the office space is old, outdated, and not suitable.
 - >> Space available was too large for the Hidden Professional to take control/manage of individually.
 - >> Hidden Professionals want to be able to utilize space on a very flexible as needed basis, such as part-time, access 24-hours a day, 7-days week.
 - >> There is a desire/need to access and share infrastructures such as equipment, facilities (boardroom, meeting rooms) and reception services.

Professional Development & Support

As the types of skills needed to be successful in today's economy change rapidly, hidden employees and business owners recognize the importance to engage in life-long learning in order to stay relevant and improve their operations. It is important to note that a common theme of this cohort is that they do not require assistance in making their business viable⁴. By and large, this cohort of professionals are very healthy. Therefore, their professional development and professional support needs (wants) are very specific and should be targeted towards professionals who are successful but are looking to either grow their business and/or create more sophisticated business operations. The type of professional development opportunities that were mentioned (that are broad-based and not overly specific to an individual business) to be of value were⁵:



- Online marketing
- Staff Attraction and Retention
- Accounting - Tax planning
- Legal (Joint Ventures, Real Estate)
- Creative design and printing services
- Project Management and Communications through online platforms
- Team Development

Appreciating what types of needs any cohort has is only a partial answer when developing programming and services to assist them. The second question is 'how' or 'what' programming modalities are they open to participating in, is equally important. Many of the Hidden Professionals indicated they would be interested in the above-mentioned opportunities if they were targeted for their cohort (other Hidden Professionals as their needs are unique than traditional bricks and mortar operations) and would be open to participating in:



- Peer to peer mentorship
- Workshops
- Lunch and learns
- Joint speaker series
- Mastermind groups for collaboration and sharing ideas
- Networking – 83% of respondents indicated that they would benefit from additional formal/informal networking opportunities with fellow professionals.

⁴Less than 5% of the respondents suggested they needed assistance with business supports that would help their businesses become more viable with the two most common requested assistance being access to markets and marketing.

⁵It was not the intent of the research to go into a deep analysis of the specific topics of Professional Development and modalities to deliver the programming through. In order to design specific programming for this cohort more targeted research efforts for Professional Development would be required.

It is important to note that while the above topics were common themes, the level of specificity and depth of the assistance being requested is well past an introductory level course or cursory advice. The assistance provided needs to be at an expert-level of servicing and uniquely tailored to the cohort. As it stands, the Hidden Professionals cohort is very well networked beyond the Regional boundaries, and as such many of them seek out and obtain professional development and other support services (advice) from the major urban centres they work in outside of the Region.

Social Inclusion

While it is well understood that with our 40-hour plus work weeks the importance of ensuring strong social inclusion and relationships is an ever-growing point of consideration. The need for social inclusion outside of the 'office setting' becomes exasperated when you're a Hidden Professional who might be working in social isolation and yearning for opportunities to connect, both professionally and personally. This message was overwhelming in the research conducted. The severity of social isolation for many has them even reconsidering their business and/or reconsidering continuing to make the North Okanagan a place for their businesses and personal lives. Some key comments to indicate the importance are:

"I drive to Kelowna every day to find social connection with like-minded professionals."

"The ability to work remotely is a blessing and a curse at times. Often, I find myself contemplating living here (North Okanagan) since I constantly seek out other communities just to find a social connection, in terms of seeking those social connections for my business and for my own personal well-being."

"I really enjoyed working from home for the first six months. Then it got very challenging, I even had a plan to walk away from my very successful business to find something that would allow for more social interaction."

"I have considered relocating so I can have better professional and personal social inclusion."

"As a professional who works from my home, I miss the opportunity for social interaction and the ability to connect with other like-minded people. The truth is it has impacted my business effectiveness."

"I was ready to close my doors. After 10 years of running a million-dollar operation, I grew bored with working in my basement. My staff were scattered across the country and I needed that social outlet."



The sentiment of social inclusion was made throughout the 271 survey respondents, interviews, and focus groups countless times, when the research team tried to quantify the impact, it was assessed that within the range of 80%-85% of respondents felt socially secluded. In fact, many of the previously mentioned needs/wants of physical space and professional development were anchored within the social inclusion context.

Social challenges, specifically in regard to the lack of recreational/entertainment opportunities were cited often throughout the research. Conversations were centred around identifying opportunities for social engagement and recreational/entertainment activities for the cohort to participate in. These activities go beyond professional needs but relate to lifestyle needs and the very intimate personal needs that are desired of the cohort to find and create a full and meaningful life outside the confines of their careers and jobs. While there was and is always a positive conversation about the natural amenities the Region offers (lakes, ski hill, trails, camping etc.), there are large gaps beyond the natural amenities that the Hidden Professionals are yearning for. The natural amenities do not appeal to all professionals and it was stated that beyond the natural assets there is a significant deficit of other activities, events, and venues that fulfill the social desires of Hidden Professionals. Being a smaller market there were comments regarding building a cohort of other like-minded people and activities for them to participate in (concerts etc.).

80-85%
FEEL SOCIALLY
SECLUDED



Standard of Amenities

Two common themes were paramount throughout the research:

- 1.) was that this cohort is highly mobile and can choose where to live/work and
- 2.) that their decisions were largely based on quality of life.

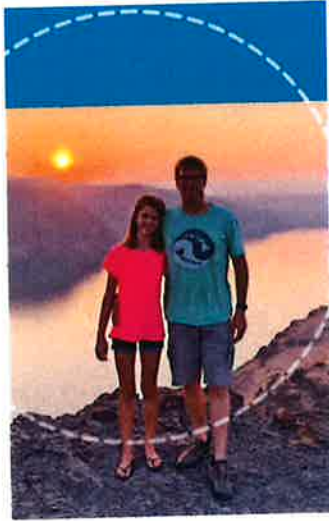
While the Region is blessed with world class natural amenities there were concerns about the Region's commitment to the standard of non-natural amenities. In terms of standards of amenities, specifically in regard to the lack of recreational/entertainment opportunities were cited often throughout the research. Conversations were centred around identifying opportunities for social engagement and recreational/entertainment activities for the cohort to participate in. These activities go beyond professional needs but relate to lifestyle needs and the very intimate personal needs that are desired of the cohort to find and create a full and meaningful life outside the confines of their careers and jobs.

While there was and is always a positive conversation about the natural amenities the Region offers (lakes, ski hill, trails, camping etc.), there are large gaps beyond the natural amenities that the Hidden Professionals are yearning for with, the exception on the Performing Art Theatre and Kal Tire Place. The natural amenities while a common theme, do not appeal to all professionals nor does it account for a complete list of wants by citizens to achieve a high quality of life and it was stated that beyond the natural assets there is a significant deficit of other activities, events, and venues that fulfill the social desires of Hidden Professionals. Being a smaller market there were comments regarding the challenges of building a cohort of other like-minded people and activities for them to participate in (concerts etc.).





Part of the research included one-on-one interviews, of which, some have been reflected into personal profiles. These profile examples provide deeper insights into the characteristics and some of the motivators and influencers behind the Hidden Professionals in the North Okanagan. Given the range of broad canvassing factors, those related to self-employed vs. employees, and the unique needs; these profiles are but an example of some of the common themes throughout, and thus speak to many of those common trends and those uniquely defining characteristics.



Hidden Professional Profile: Eric Miller

Education: B. Sc (Double Major) in Biology/Physical Geography. The Post-Graduate Studies in Forestry (Registered Professional Forester)

Email: eamiller@telus.net

Website: www.terrasense.ca

Business: EA Miller & Associates Ltd., Terra Sense Analytics Ltd. , Latitude 55 Distilleries

Industry: Professional, Scientific, and Technical Services / Forestry and Logging & Information Technology

Location: Vernon, BC

Staff: 11 total staff (Terra Sense Analytics)

Eric Miller is what many would deem a serial entrepreneur. His background is a unique one and the expertise he's acquired he has brought into the North Okanagan.

After working in Nelson, BC for several years Eric decided to relocate to Vernon in 2012 with his wife (an audiologist - hearing medical professional) and his two young daughters. For Eric and his family, they love the outdoors and wanted to ensure they located somewhere that offered them access to a high quality of life with natural outdoor assets. But also important was the centralization of Vernon with major trade areas for his business and ease of mobility through a reliable network of highway infrastructure and the international airport. Eric is in some ways a diaspora of the Okanagan, growing up in between Kamloops and Revelstoke, and so his parents are still in Kamloops which is a great benefit to be closer to family.

Eric holds multiple degrees, firstly from the University of Victoria, he has a bachelor's in science with a double major in Biology and Physical Geography. In addition, he pursued post-graduate studies at the University of

British Columbia in Forestry. It's through this background that allows him to work in the various industries of professional, scientific, and technical services, along with those in forestry. This combination of education and experience is what spurred on his first North Okanagan business – EA Miller & Associates Ltd.

EA Miller & Associates is a consulting/investment company that retains ownership in a number of other businesses that have been founded and developed over the past several years. Some of the companies that EA Miller founded and/or retains ownership in includes: Terra Sense Analytics, Northern Empire Resources, Latitude 55 Distilleries, Selkirk Power, and Envolve Energy Services.

Although Eric is still active in several of those aforementioned businesses, his primary focus is Terra Sense Analytics, of which Eric is one of two original founders of the Vernon based company. His role there is a diverse one, as he acts as the IT Corporate Manager where he oversees company operations, finances, strategic planning, and the implementation of other resources as needed.

Terra Sense Analytics is an IT start-up focused on redefining data acquisition methods in various industries (forestry, utilities) and processing data with custom developed deep learning neural networks (AI) algorithms specialized in computer vision. This coupled with specific processes in generating training data for algorithms greatly enhances the capabilities of object recognition in applications such as landscape/vegetation analysis, infrastructure/industrial inspections and security applications.

Terra Sense is a growing company as Eric is already hiring an additional 6 staff that will be relocated to the North Okanagan, pushing total staffing into the double digits with 11 high-powered knowledge-based professionals. The company is poised for further growth. Some of these new staff members are IT professionals, some carry Master's Degrees in Geomatics Engineering and Doctorates as well. Through established partnerships with research institutions, specifically the University of British Columbia and the Selkirk College Geospatial Lab, they're working together on new and innovative applications of deep learning (AI) software. Some of these new projects are focused in the National Defense sector and within other areas of asset management and predictive maintenance.

Although a dedicated entrepreneur, he is also a dedicated family man and community advocate, as he is always seeking opportunities to volunteer and support the community. Whether that is through various activities and functions with educational workshops and presentations at the local schools for science-related initiatives or through his role on the Board of Directors for the Vernon Speed Skating Club and with taking on the Head Coordinator position with the Special Olympics BC Winter Games Speed Skating in Vernon, volunteering with the city track and field club, and his professional associations as a Registered Professional Biologist and a Registered Professional Forester.

Eric says, "there's a lot of talent in the valley and building a network here in the Okanagan has been key in establishing and supporting my businesses both locally and afar."





Hidden Professional Profile: Stephanie Tambellini

Education: Diploma in Fine Arts, Diploma in Graphic Design, Diploma in Digital Art & Design

Email: steph@tambellini.ca

Website: www.tambellini.ca

Business: Tambellini Design Studio

Industry: Professional, Scientific, and Technical

Location: Vernon, BC

Staff: 3 total staff

Stephanie Tambellini has roots in the Okanagan. Growing up in the region, she's always been fond of the natural assets and amenities that are available. But, moving back was not a choice driven by those assets nor by her career at the time, yet she couldn't be happier with the opportunities that have been afforded to her through hard work and tenacity. Stephanie moved back to the Okanagan from Vancouver in 2001 when her husband, a Certified Professional Accountant, was offered a new job opportunity.

Given Stephanie is a seasoned marketing and design expert, with multiple diplomas in Fine Arts, Graphic Design, and Digital Art & Design, she found it difficult to find a suitable position for herself that would challenge and drive her. Hence, Stephanie in many ways may be considered a "reluctant entrepreneur", inasmuch as at first blush entrepreneurship wasn't Stephanie's first choice as she initially had no intentions on starting her own business – yet, it just happened organically. This dilemma was amplified as she valued and wanted to be able to spend time raising her children. But don't let the term reluctant entrepreneur fool you, Stephanie's first run at entrepreneurship brings her back to her early twenty's and so the entrepreneurial mindset has in fact always been part of her DNA.

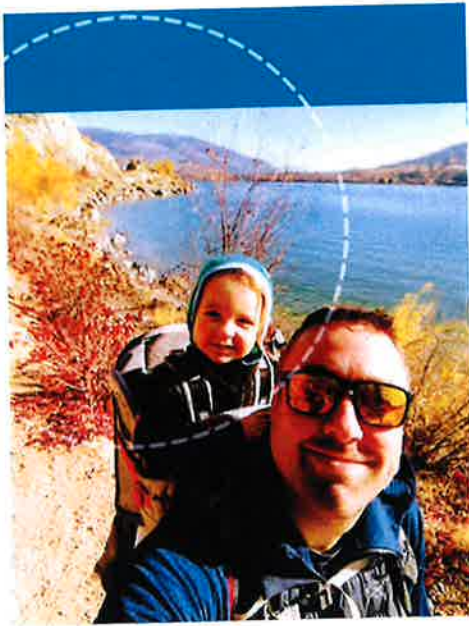
Given these variables, Stephanie started to network and through her connections, her graphic design portfolio just kept growing and before she knew it in 2002, she began operating a small business! As the demand for her high-quality work grew, so did her business, which spurred her to move out of her home office into a formal office setting; offering and hosting some coworking styled arrangements for other fledgling entrepreneurs.

All this growth propelled her from initially using subcontractors to help manage the workload, to now employing 3 full-time staff. Her team, all of whom are migrants to Vernon, also experienced similar challenges in finding high-calibre employment to fit their skill sets. But through Tambellini Design Studio, they've found the local career opportunity they've been seeking, and Stephanie is always on the hunt for great people to fit within her team's culture. Her staff is highly skilled as well, ranging from self-taught designers to those with marketing and graphic design degrees; showcasing the level of skills and education required to be successful in a competitive field.

Vernon itself has offered Stephanie's family and her business all the opportunities. The central location and fabulous amenities allow her family to enjoy the lifestyle many other Vernonites rave about and many other Canadians crave to be a part of.

"The business community in Vernon is very supportive of one another, so word of mouth and referrals have driven the success of my business." Stephanie humbly attributes part of her success to the great welcoming community of Vernon.





Hidden Professional Profile: Neil Hagen

Education: Bachelors, Computer Science

Email: neil@middleware360.com

Website: middleware360.com

Business: Middleware360 - Solutions to Automate Your Business

Industry: Professional, scientific and technical services (Custom Computer Programming Services)

Staff: 9 total staff (5 in Vernon and 4 in Vancouver)

Neil is a custom software solution specialist, with technical training and a Bachelor's degree in Computer Science. His skills and abilities have moved him around British Columbia and Alberta. He had been a Senior Solutions Architect with the Middleware360 team for a couple years prior to his move to Vernon, but he realized that the opportunity to grow the Middleware360 company and to further pursue his own career aspirations, moving to the company's main office was the best choice.

As such, Neil Hagen moved with his young family to Vernon in July 2018 to continue to pursue his career with Middleware360 and to get back to the great lifestyle that he's been accustomed to with BC communities and specifically within the Okanagan.

Neil was born and raised in Prince George but relocated to Vancouver and then to Calgary, prior to moving to Vernon. Like most career driven young professionals, many of the factors that influenced his decision to move were related to work and career opportunities, but Neil also states that the communities themselves have been instrumental in making those final decisions.

Neil loves what "small town BC" has to offer and says Vernon specifically as a community and with the natural assets was influential in his decision.

Another benefit was that Neil and his wife already have family that lives in the Okanagan, so the move provided them with a great opportunity to be more connected as they raise their daughter. Now, Neil enjoys the spacious environment his new home provides, by getting his family outside the confines of the chaotic city life and cramped living spaces. He is happy to call Vernon home.

Middleware 360 is a bustling company, with a total of 5 young computer programmers currently in the Vernon office, 4 located in Vancouver and plans to grow to a total of 20 employees in the next 18-months. The demand for their services continues to grow and in order to keep up with the demand and expand the company organically, that requires a healthy supply of young tech experts. The staff are all formally trained with degrees and diplomas in Computer Science and have also moved to Vernon from various places throughout BC as the company focuses on building out the Vernon office.

As the company expands, there is a growing need for professionals in project management and other business analyst roles that offer further depth and breadth to Middleware360 clients and allows the company itself to manage even larger projects. Moving from a home-based business to an office setting and already expanding into a bigger and newer office as their team grows is a remarkable story in itself.

"The amenities that are available for families including outdoor activities with biking, skiing, and the lakes, the overall lifestyle and climate; really the overall package Vernon has to offer compared to other Okanagan communities were all important in our final decision. Especially when we think about how and where we want to raise our young daughter" states Neil.





Call to Action

Even within the context of a limited survey/evaluation and the sparsity of relevant secondary data, the benefits that typically accrue with a well-developed cadre of Hidden Professionals are clearly visible and meaningful. The primary data collected from the surveys, interviews, and focus groups in this report, supplemented by secondary sources support this contention. That said, it is important to seek to more fully understand the phenomena and appreciate its potential as an economic base to be enhanced and pursued.

Within the context of the North Okanagan, the region already has many assets in place that can help to foster and facilitate the further emergence of Hidden Professionals, e.g. high-speed internet, high quality of life, and readily available access to other key assets desired by many Hidden Professionals. All of these factors play an important role in supporting these enterprises/workers and can be part of an enhancement strategy. Of course, none of these initiatives can happen without a broad and enabling ecosystem that is sensitive and focused on the needs of Hidden Professionals.

Local economic development (LED) policy setting, decision making, and overall LED organization and operations should be structured to allow for and ensure the greater development of this important segment. The workforce is changing, and efforts need to be focused on getting in front of those changes to create a supportive environment.

Overall, a focused strategy needs to be in place, with more effort around business formation, talent creation/attraction, focused efforts on knowledge-economy jobs, and enhancing an already great living/working environment through “placemaking” efforts. The information presented is a starting point for understanding the needs and behaviours of Hidden Professionals so that communities can plan for the future in the growth of the knowledge-based economy. The research suggests that there is a need to be deliberate in shaping the environment to facilitate social interactions and enhance the opportunities to support the needs of Hidden Professionals.

Of course, more information is required to better understand the unique aspects of the Hidden Professionals movement and to be better equipped to articulate realistic and relevant efforts to create a more supportive environment that would allow them to grow and expand. And in so doing provide a base for further growth and development through effective attraction efforts.

Overall, a focused strategy needs to be in place, with more effort around business formation, talent creation/attraction, focused efforts on knowledge-economy jobs, and enhancing an already great living/working environment through “placemaking” efforts.



A Caution to Local Economic Development Practitioners

Traditional economic development tools, unless adjusted accordingly, will be ill-suited to support, retain, expand, and attract the Hidden Professional cohort. As communities become more complex, so too do the strategies required to support their growing demands. A new era of strategic thinking will need to be applied.

As we continue to speak to the changes within the traditional workforce, traditional industry sectors, and the work environment, we must also speak to the necessary changes away from traditional economic development methodologies. To continue to use dated strategies of retail centers with anchor stores, servicing mass amounts of industrial land, or the very historical method of chasing businesses to relocate, would be remiss as they will not suffice; particularly if those efforts are done without a holistic and inclusive vision and plan. Suffice it to say, if there is a serious desire for long-term prosperity for the Hidden Professional segment within a community, and there should be; new age thinking with relevant programs and services will be required.

Certainly, this task of fostering the Hidden Professionals towards more quality jobs, higher incomes, and more opportunities must be led by the private sector. That does not mean there is not a role for municipal economic development, chambers, business associations, and the like – but those roles need to be supportive of the needs and efforts driven by the private sector; not the other way around. As indicated from the survey results, many of those traditional mechanisms from institutions are not desirable nor impactful for this cohort. Consequently, it is with a strong partnership between public and private stakeholders, with clearly defined roles that will have the best chances of positive impact.

Pursuing appropriate strategies will be challenging, often with progress or results being ‘invisible’ to reporting metrics as new ideas, data, and evidence that is required to inform or substantiate the required efforts can be tough to create and find.

Given the Hidden Professional cohort is difficult to identify or classify, as there are no stereotypes, no one-size fits all demographic profile, nor a specific sector to focus on, many municipalities economic development subsequently focus their efforts on specific sectors. Yet, this cohort varies quite greatly and therefore would require a unique cross-sectoral approach. Traditional approaches that are focused on sectors or locations (Retail, downtown, industrial parks, etc.) will not be sufficient for targeting efforts.

Many existing development approaches are too focused on infrastructure policies, and legislation (office space or servicing industrial lands, zoning & development services, business incentives, traditional business associations etc.). But even the initial survey suggests that Hidden Professionals don’t seem to care about many of these things, as they don’t have a real impact that would affect their businesses, positively or negatively.



Conclusion

Beyond the implications/contributions noted above, the presence of Hidden Professionals represents positive and measurable contributions to local economies both in quantitative and qualitative terms. The benefits are numerous – though some are readily measurable and others not so.

Hidden Professionals promote greater economic stability by broadening and deepening the economic base. They also facilitate greater economic diversity in terms of service offerings/availability; knowledge transfer; talent/skill sets (workforce); and cultural and ethnic diversity. All of these spinoffs build a stronger more sustainable community.

The presence of Hidden Professionals solidifies and promotes a municipality's entrepreneurial culture. This concept of effectuation is attributed to the way entrepreneurs think, how they see challenges and conceptualize opportunities – it is a unique logic of thinking. This infectious thought process can, in turn, build and solidify the ecosystem that fosters and celebrates successful entrepreneurship and all the supporting mechanisms and services that come with local successes.

An increase in the number of Hidden Professionals should improve lead to multiple benefits to host communities.



THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: Will Pearce, CAO **FILE:** 7850-15
PC: Patti Bridal, Deputy CAO, Dir. Corporate Services **DATE:** October 4, 2019
FROM: Leah Walker, Manager, Recreation Administration
SUBJECT: *Recreation Services - Affordable Access Pass*

The purpose of this memo is to provide Council with an update on the Affordable Access Pass program that provides a discount to those individuals in the Greater Vernon area that are financially disadvantaged and could not otherwise afford to participate in recreation.

All of our patrons actually receive some subsidized access to recreation through the support of taxation funding supplied by the citizens of the City of Vernon, District of Coldstream and Electoral Areas B & C. This funding allows Recreation Services to keep rates lower and provide programs and services that most can afford and will help promote participation. Unfortunately there are individuals in our community that are financially disadvantaged and cannot afford to participate, even at these already subsidized rates.

Recreation and leisure play an important role in the mental and physical health of individuals and of the community. Because of this, Recreation Services is committed to making recreation accessible and affordable to everyone. The Affordable Access Pass program, which began in 2007, further subsidizes rates for those members of our community that are marginalized due to financial hardships, and would otherwise not be able to afford to participate.

Residents of the Greater Vernon area are eligible for the Affordable Access Pass if they receive funding from any one of the following federal and provincial government programs: the Guaranteed Income Supplement, Canadian Pension Plan Disability, Persons with a Disability, Persons with Persistent Multiple Barriers, Income Assistance, and for children under the age of 19 who have an autism diagnosis, developmental disability, or are At Home Eligible. Once approved, these residents receive a 75% discount on drop in recreation services including swimming, skating, drop in sports, and drop in Aquafit.

Currently this program supplies 1,027 people with affordable access to recreation. People that are accessing the program and have purchased a pass generated approximately \$36,415 in revenue between January 1, 2019 and June 30, 2019. During that same time period, people accessing the program and paying a drop in fee generated \$5,240 in revenue. This translates to the City of Vernon and its Greater Vernon partners supplying \$109,245 subsidy to pass users and \$15,755 subsidy to those paying a drop in fee; a total of \$125,000 in additional subsidy for the first half of 2019. Without this program, these 1,027 people would not experience the positive benefits that participating in recreation supply.

RECOMMENDATION:

THAT Council receive the Internal Memorandum titled Recreation Services – Affordable Access Pass dated October 4, 2019 and respectfully submitted by the Manager, Recreation Administration, for information.

Respectfully submitted:

A handwritten signature in cursive script that reads "Walker".

Leah Walker

Ack ✓
0220-01 ✓

Maria Doyle

From: Elaine Collison <peopleplacesociety@gmail.com>
Sent: Wednesday, October 9, 2019 11:20 AM
To: Mayor
Cc: Laura Hockman
Subject: Outdoor Washroom Facilities

Dear Mayor and Council,

The People Place is very disappointed that the porta potties which were situated on the west side of People Place, on the edge of Linear Park, were removed last week. That service was very helpful for us, in that it cut down dramatically the number of people coming in and out of People Place asking to use our washroom facilities. Now, we are experiencing the same issues as before, with constant requests from those who are spending their days on Linear Park, asking to use our washrooms.

We require that these folks leave any backpacks, bags or whatever they are carrying with them in our office and we make it clear that we will be checking on them after five minutes and telling them they need to exit the washroom. If they do not exit when asked, we tell them they will not be allowed to use our facilities again. The problem is, if we refuse to let them use our facilities, they simply go outside and urinate/defecate against the building. There are three corners of our building that are so rank with urine, they are impossible to keep clean. We have gated our dumpster enclosure to discourage its use as an outdoor toilet. We have picked up bucket loads of feces and quite frankly, we cannot continue to do this. The time it takes for People Place management and Independent Living Vernon staff to manage the washrooms takes away from the work we should be doing!

People Place currently houses 14 social service agencies, and approximately 3,000 people pass through our doors every week. These include children, seniors and other vulnerable folks. I also want to point out that in the past year, we have lost 2 tenants who felt their clients were at risk coming in and out of People Place. For example, the Mason's sponsored van has been coming to People Place since we opened in 1997 to transport cancer patients to Kelowna for treatment - during the summer one of these patients was pepper sprayed while getting out of her car by two young men who were fighting at the edge of our parking lot. We spend a great deal of time every day outside cleaning up in order to maintain a welcome environment. The porta potties were a great help to this end. We know that the new outdoor facilities are in operation downtown however most of the folks on Linear Park are not going to walk that distance - they will simply come in to People Place, and if we refuse to let them use our facilities, they will go outside.

We also want to say that we have received great support from the RCMP, in particular Cst Mark MacAulay and Cst Ryan Carey. Supt Shawna Baher, the Officer in Charge of our detachment, has attended here numerous times and has been very approachable by communicating with us on a regular basis. We truly appreciate the work they do.

Please consider placing one porta pottie back on the west side of our building, or better yet, place one of the new Portland style facilities behind People Place. This is where the majority of people hang out that need these facilities.

Sincerely,

Elaine Collison, People Place General Manager

City of Vernon Disclaimer: This transmission (including any attachments) may contain confidential information, privileged material (including material protected by the FOI act or other applicable privileges), or constitute non-public information. Any use of this information by anyone other than the intended recipient is prohibited. If you have received



File: 0230-71

THE CORPORATION OF THE CITY OF VERNON

3400 - 30TH STREET VERNON, BRITISH COLUMBIA V1T 5E6
TELEPHONE (250) 545-1361 FAX (250) 545-4048

OFFICE OF THE MAYOR

September 24, 2019

Mr. Derek Hall
Okanagan Military Tattoo
pdf copy to derek_a_hall47@hotmail.ca

Dear Mr. Hall:

Thank you for your correspondence dated August 23, 2019, requesting City of Vernon grant application of in-kind support for the Okanagan Military Tattoo event.

I'm pleased to write this letter of support for the Okanagan Military Tattoo Society. The Okanagan Military Tattoo has provided an exciting musical program of pipers, drummers, musicians, military bands, marching troops, multicultural dancers and singers of all ages in an action-packed, non-stop choreographed event. Performers from all over North America come to Vernon, BC, to entertain audiences by paying tribute to our military past and present.

City of Vernon Council has supported the Okanagan Military Tattoo for several years, and I will be encouraging Council's support as this comes before Council at their meeting on October 15, 2019.

In accordance with the Canadian Heritage grant application process, please find attached the required grant form, detailing \$11,124.52 of in kind support anticipated to the 2019 Okanagan Military Tattoo.

The City of Vernon extends its best wishes for a successful 2020 event!

Sincerely,

Victor I. Cumming
Mayor

copy: Council



Confirmation of Support from Municipal Government or Equivalent Authority

APPLICANT: Okanagan Military Tattoo Society

Name of festival: Okanagan Military Tattoo


Funding by the Program is conditional upon confirmation of cash and/or in-kind support from the applicant's municipal government or equivalent authority (referred to below as - "the municipality").

For applications from a local band council, local tribal council, other local Aboriginal government or equivalent authority, that authority must provide written confirmation of support. Public organizations such as police, public transportation, waste management, or libraries, if directly under the municipal authority, can also provide municipal support. Financial support from the discretionary funds of elected officials is considered a donation from an individual and cannot constitute municipal support.

This form, once completed and signed, constitutes proof of support from the municipality. Support may also be confirmed in a letter that includes the cash and/or in-kind value of the municipal contribution for the event or activity. Should the municipality withdraw its support, the applicant must immediately notify the Department of Canadian Heritage.

Please complete this form, print it and have it signed by an authorized representative of your municipality or equivalent authority and submit with your application. Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.

CASH This amount must appear in the budget.		IN-KIND (monetary value)	The in-kind support for this festival will be as described in the following table. (Use additional pages if necessary) Please itemize contributions of in-kind goods and services.
Total:		\$3,800.14	Adjusted facility rental rate (savings)
		\$1,183.78	Waived fees for meeting room costs
		\$1,523.60	Reduced rate for second practice arena
		\$4,617.00	Use of event equipment, drape, forklift with operator
Total:		\$11,124.52	

Name of authorized representative (required): Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.	Victor I. Cumming
Title and municipality (required):	Mayor, City of Vernon
Telephone number (required):	(250) 550-3508
Authorized representative's signature (required):	
Date YYYY-MM-DD (required):	2019-09-27



0230-20-71

*Maria
to action
w Mayor*



August 23, 2019

The Mayor
City of Vernon
By Hand

Your Worship

Re: Okanagan Military Tattoo Society – 2020 Heritage Canada Grant Application

Following our successful 6th annual Tattoo on July 27 & 28, 2019 at Kal Tire Place, the volunteer Organizing Committee is now preparing for our 7th annual event that will take place on the last weekend of July in 2020.

As a major Arts and Cultural event, with over 500 performers, we rely heavily various levels of government for grants and strategic partnerships. Approximately 1/3 of our revenue comes from ticket sales, 1/3 from government and 1/3 from private sector sponsorship and partnerships. A good portion of that support is "in-kind".

One of our event's major funders is Heritage Canada whose support "is conditional upon confirmation of cash and / or in-kind support from the applicant's municipal government or equivalent authority".

The City of Vernon has been very helpful with "in kind" support for the past number of years and we hope the City will continue to provide its support with both "in-kind" and if its circumstances permit, cash.

For your Information, attached is a copy of the City's resolution dated September 24, 2018 in support of the 2019 Tattoo and the Confirmation Letter that they provided indicating \$9,674.43 of In-Kind support.

In anticipation of the City's continued support, we have enclosed a blank Confirmation Letter that, when completed, we will attach to the Heritage Canada grant application which must be submitted prior to the end of September 2019.

Thanks in advance for your consideration and we look forward to hearing from you at your earliest convenience.

Sincerely

Derek Hall

Encl:





File: 0230-01

THE CORPORATION OF THE CITY OF VERNON

400 - 10TH STREET VERNON BRITISH COLUMBIA V1T 1G6
TELEPHONE (250) 544-1361 FAX (250) 545-4035

OFFICE OF THE MAYOR

September 24, 2018

Mr. Derek Hall
Okanagan Military Tattoo
pdf copy to derek_a_hall47@hotmail.ca

Dear Mr. Hall:

Thank you for your correspondence dated September 9, 2018, requesting City of Vernon grant application of in-kind support for the Okanagan Military Tattoo event.

Council at their Regular meeting on September 24, 2018 passed the following resolution:

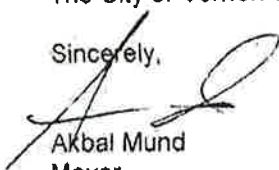
'THAT Council directs Administration to provide the Okanagan Military Tattoo with a letter of support, including details of "in-kind" contributions from the City of Vernon, for their 2019 Event.

CARRIED."

In accordance with the Canadian Heritage grant application process, please find attached the required grant form, detailing \$9,674.43 of in kind support anticipated to the 2018 Okanagan Military Tattoo.

The City of Vernon extends its best wishes for a successful 2019 event!

Sincerely,


Akbal Mund
Mayor

copy: Council



Canadian
Heritage

Patrimoine
canadien

Confirmation of Support from Municipal Government or Equivalent Authority

APPLICANT:

Okanagan Military Tattoo Society

Name of festival: Okanagan Military Tattoo

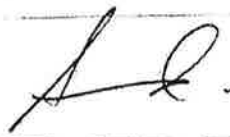
Funding by the Program is conditional upon confirmation of cash and/or in-kind support from the applicant's municipal government or equivalent authority (referred to below as - "the municipality").

For applications from a local band council, local tribal council, other local Aboriginal government or equivalent authority, that authority must provide written confirmation of support. Public organizations such as police, public transportation, waste management, or libraries, if directly under the municipal authority, can also provide municipal support. Financial support from the discretionary funds of elected officials is considered a donation from an individual and cannot constitute municipal support.

This form, once completed and signed, constitutes proof of support from the municipality. Support may also be confirmed in a letter that includes the cash and/or in-kind value of the municipal contribution for the event or activity. Should the municipality withdraw its support, the applicant must immediately notify the Department of Canadian Heritage.

Please complete this form, print it and have it signed by an authorized representative of your municipality or equivalent authority and submit with your application. Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.

C This amount appear in the budget	IN-KIND (monetary value)	The in-kind support for this festival will be as described in the following table. (Use additional pages if necessary) Please itemize contributions of in-kind goods and services.
Total:	\$3,600.14	Adjusted facility rental rate (savings)
	\$685.76	Waived meeting room costs
	\$771.53	Waived fee for Curling Club usage
	\$4,617.00	Use of event equipment, forklift and operator
	Total: \$9,674.43	

Name of authorized representative (required): Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.	Akbal Mund
Title and municipality (required):	Mayor, City of Vernon
Telephone number (required):	250-550-3508
Authorized representative's signature (required):	
Date YYYY-MM-DD (required):	2018-09-24

Canada



THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: Will Pearce, CAO **FILE:** 6100-14

PC: Shirley Koenig, Director, Operation Services **DATE:** October 2, 2019

FROM: Kendra Kryszak, Manager Parks & Public Spaces

SUBJECT: Boardwalk Behind Fulton School (Grahame Park)

At the September 16, 2019 Regular Meeting, Council requested information on the boardwalk behind Clarence Fulton School. Administration has reviewed and determined that the boardwalk was constructed in 2004, by Clarence Fulton Secondary School under the direction of Bruce Cummings (teacher). At the time of construction, the Regional District of North Okanagan had care and control of the park lands (Grahame Park). The boardwalk was constructed and approval was given from the Regional District to use this area. Based on recent discussions with Fulton Secondary School and the School District, the maintenance of this boardwalk was never discussed. There is no agreement established as to who is responsible to maintain this structure.

As part of the restructuring of the local and sub-regional parks system the City took over care and control of Grahame Park in 2014. At present, the boardwalk is in disrepair and is a safety concern for the general public as shown in the photos below.



Since there is no agreement to identify responsibility for repair, the City is liable for any accident or injury that may occur as the boardwalk is on City land.

Considering the condition of the boardwalk and the related safety and liability concerns, Administration is recommending that staff consult with representatives of School District 22 (SD 22) to request that they repair or remove the boardwalk in a timely manner. If the boardwalk is not repaired or removed, it is in the City's best interest to proceed with removing the structure.

RECOMMENDATION:

THAT Council direct Administration to consult with representatives of School District 22 and Fulton Secondary School to request the repair or removal of the boardwalk behind Fulton School, due to safety concerns as outlined in the memorandum titled '*Boardwalk Behind Fulton School (Grahame Park)*', dated October 2, 2019 from the Manager, Parks and Public Spaces;

AND FURTHER, that if the boardwalk is not repaired or removed by November 30, 2019, the City will take action to have the structure removed with the source of funds being the unexpended and uncommitted 2018 Year End Balance (\$30,000).

Respectfully submitted:

A handwritten signature in blue ink, reading "Kryszak".

Kendra Kryszak, Manager, Parks & Public Spaces

g:\5800-6399 parks administration\new-6100 parks administration- mgmt\james,dave,greg,chris\14 council reports and memos\191002_boardwalk
fulton.doc



THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: Will Pearce, CAO

FILE: 5225-30

PC: Kirn Dhillon, Manager, Infrastructure
Kim Flick, Director, Community Infrastructure and
Development Services

DATE: October 3, 2019

FROM: Trevor Scott, Infrastructure Engineer

SUBJECT: Priority Drainage Improvement Project Funding

The Okanagan Landing area is in need of storm sewer infrastructure improvements. Additional storm sewer outfalls to Okanagan Lake are required to drain areas that regularly flood. A challenge to obtaining new storm water outfalls is obtaining new statutory rights-of-way to Okanagan Lake through premium lakefront properties.

Administration has identified two opportunities to install new storm water outfalls to Okanagan Lake, as described in this memorandum. Cumulatively, these two new outfalls represent drainage improvement to an area of approximately 115 hectares (285 acres) of land, property, and roads.

8105 Okanagan Landing Road Drainage Improvement Project

There is a poorly-performing drywell in the road right-of-way at 8105 Okanagan Landing Road. This drywell is no longer functioning to collect water and convey it into the ground. The City of Vernon Operations crews have tried to clean the dry well, but the problem persists.

During rainfall events, the drywell backs up and floods Okanagan Landing Road presenting a hazard to motorists, cyclists, and pedestrians. Water continues to flood the road until it flows over the road shoulder and flows on to 8105 and 8099 Okanagan Landing Road.

Figure 1 below shows the project area that has been studied. Dry well 1 (DW1) is the location for the new storm water outfall to the lake.

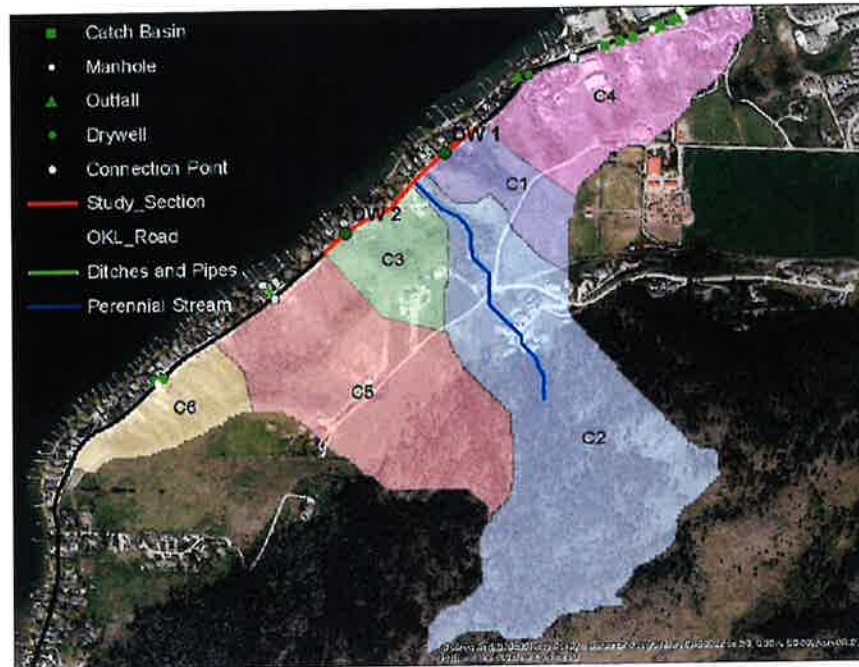


Figure 1: 8105 Okanagan Landing Road Drainage Improvement Project Area

With the agreement of affected residents, Administration has an opportunity to purchase a statutory right-of-way (SRW) between the properties to install a much-needed new storm sewer outfall to Okanagan Lake. Initially, \$90,000 was set aside for this work. Detailed design has been completed, and the pre-construction estimate is \$165,000. This estimated cost includes work to mitigate erosion caused by interim measures this year.

8756 Okanagan Landing Road

Development Engineering and the Infrastructure teams have partnered with the developer at 8756 Okanagan Landing Road to deliver a new storm water outfall to Okanagan Lake. The developer has offered the City a new statutory right-of-way at no charge, and has covered engineering costs for the property. The location of the storm outfall is shown in Figure 2, below.



Figure 2: 8756 Okanagan Landing Road Storm Outfall

The City in turn will pay for additional engineering to address drainage of the entire catchment area outside the property limits. The City will also cover design and construction management of a new storm sewer outfall to Okanagan Lake.

City of Vernon Operations will build the outfall. The estimated costs for the project are

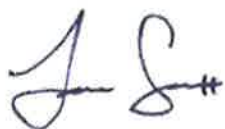
- \$10,000 for engineering and project management, and
- \$25,000 for construction.

RECOMMENDATION:

THAT Council endorse an additional \$75,000 to fund the 8105 Okanagan Landing Road drainage improvement project from the Casino Reserve (total project cost of \$165,000), as outlined in the memorandum titled Priority Drainage Improvement Project Funding, dated September 30, 2019, submitted by the Infrastructure Engineer;

AND FURTHER, that Council endorse the use of \$35,000 to fund the 8756 Okanagan Landing Road drainage improvement project from the Casino Reserve (total project cost of \$35,000), as outlined in memorandum titled Priority Drainage Improvement Project Funding, dated September 30, 2019, submitted by the Infrastructure Engineer.

Respectfully submitted:

X  ✓
 DocuSign

Trevor Scott, P.Eng.
 Engineer, Infrastructure Management



THE CORPORATION OF THE CITY OF VERNON INTERNAL MEMORANDUM

TO: W. Pearce, CAO **FILE:** ZON00305
PC: K. Flick, Director, Community Infrastructure and Development
P. Bridal, Director, Corporate Services **DATE:** September 23, 2019
FROM: H. Campbell and C. Liefke, Planning Assistant, Current Planning
SUBJECT: 5757 Okanagan Landing Road Rezoning Amendment Bylaw #5722

PURPOSE:

To consider an extension to the processing timeline for Rezoning Bylaw #5722 for the property at 5757 Okanagan Landing Road.

BACKGROUND INFORMATION:

1. A rezoning application (ZON00305) is currently in progress for the subject property at 5757 Okanagan Landing Road (Attachment 1). If the rezoning application is successful, the applicant intends to subdivide the property in accordance with the proposed zoning boundaries (Attachment 2).
2. At its Regular Meeting of September 24, 2018, Council passed the following resolution for ZON00305:

“THAT Council support the application (ZON00305) to rezone LT A PL 22582 DL 66 ODYD (7575 Okanagan Landing Road) from A3 (Rural - Small Holdings) to R1 (Estate Lot Residential) and R5 (Four-plex Housing Residential), in order to subdivide the lot in the future;

AND FURTHER, that adoption of the Zoning Amendment be subject to the following conditions:

1. Registration of a Section 219 “No Disturb” Covenants on the subject property that would restrict future subdivision or development until:
 - a. An environmental impact assessment for the property delineating conservation lands has been prepared by a Qualified Environmental Professional (QEP);
 - b. The required offsite road upgrades pursuant to Subdivision and Development Servicing Bylaw (SDSB) #3843 are either completed, or the necessary securities are provided for their completion; and
 - c. The location of the future Fulton Road extension (DCC TR17) has been determined.
 - d. New Development Cost Charge (DCC) Bylaw being supported by Council in which the DCC road project here no longer exists.
 - i. Note: If council approves the new DCC bylaw as drafted, this condition could be removed from the covenant.

3. '5757 Okanagan Landing Road Rezoning Amendment Bylaw Number 5722' was granted First and Second Reading on September 24, 2018 and Third Reading on November 13, 2018.
4. It is requested that an extension to the processing timeline for the subject rezoning bylaw be granted so the processing timeline expires on November 13, 2020. The extension has been requested as the applicant and Administration is currently working on finalizing rezoning conditions. This request is consistent with the "Bylaws Inactive" Policy.
5. There are no proposed changes to the rezoning application, therefore it is not necessary to rescind readings for the associated bylaw or hold a new public hearing.

RECOMMENDATION:

THAT Council approve a one year extension of the processing timeline for '5757 Okanagan Landing Road Rezoning Amendment Bylaw Number 5722' to November 13, 2020, pursuant to "Bylaws Inactive" Policy.

Oct 8 2019 1:58 PM

X  ✓

Hayley Campbell

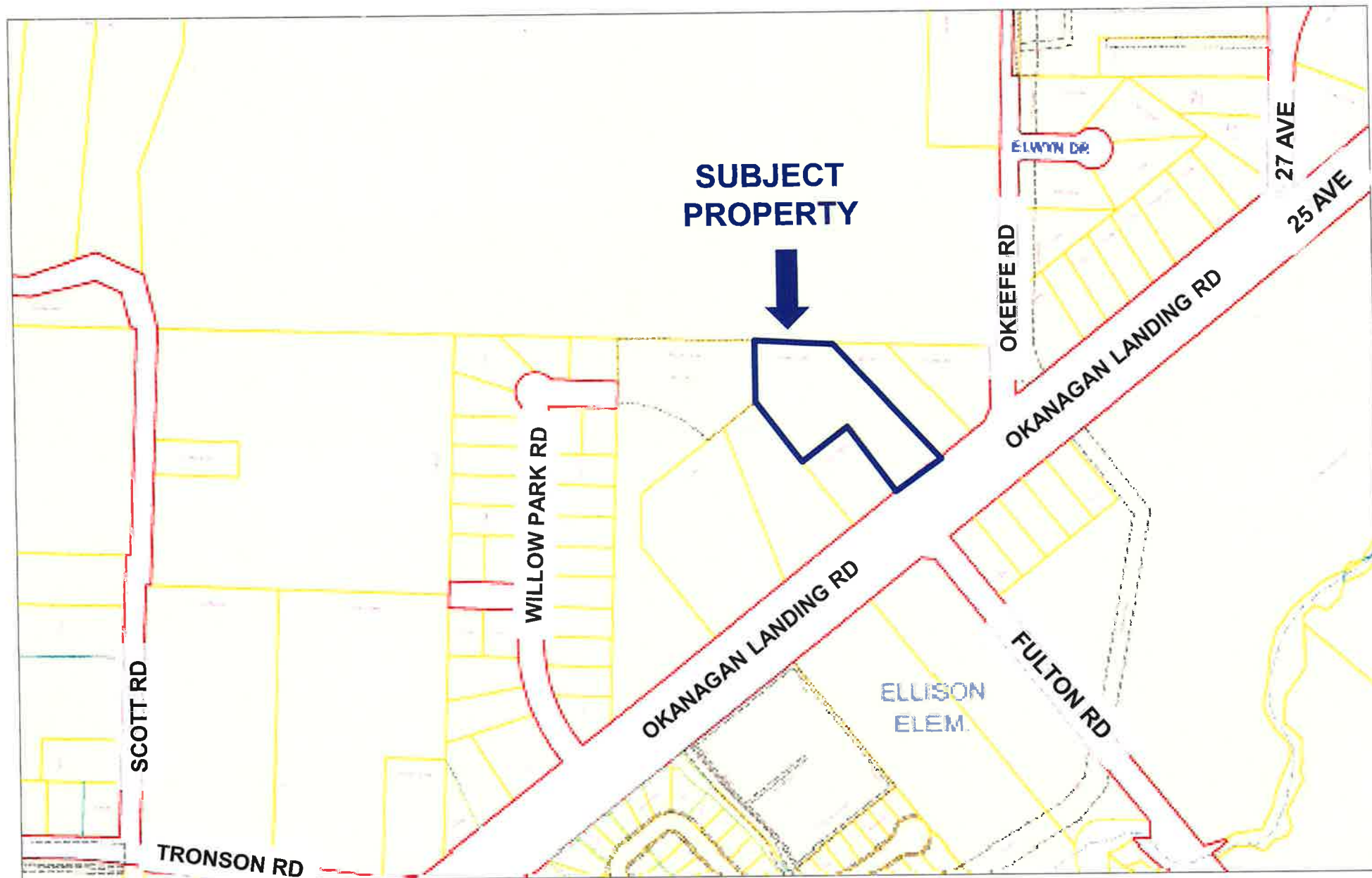
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Hayley Campbell
Planning Assistant, Current Planning

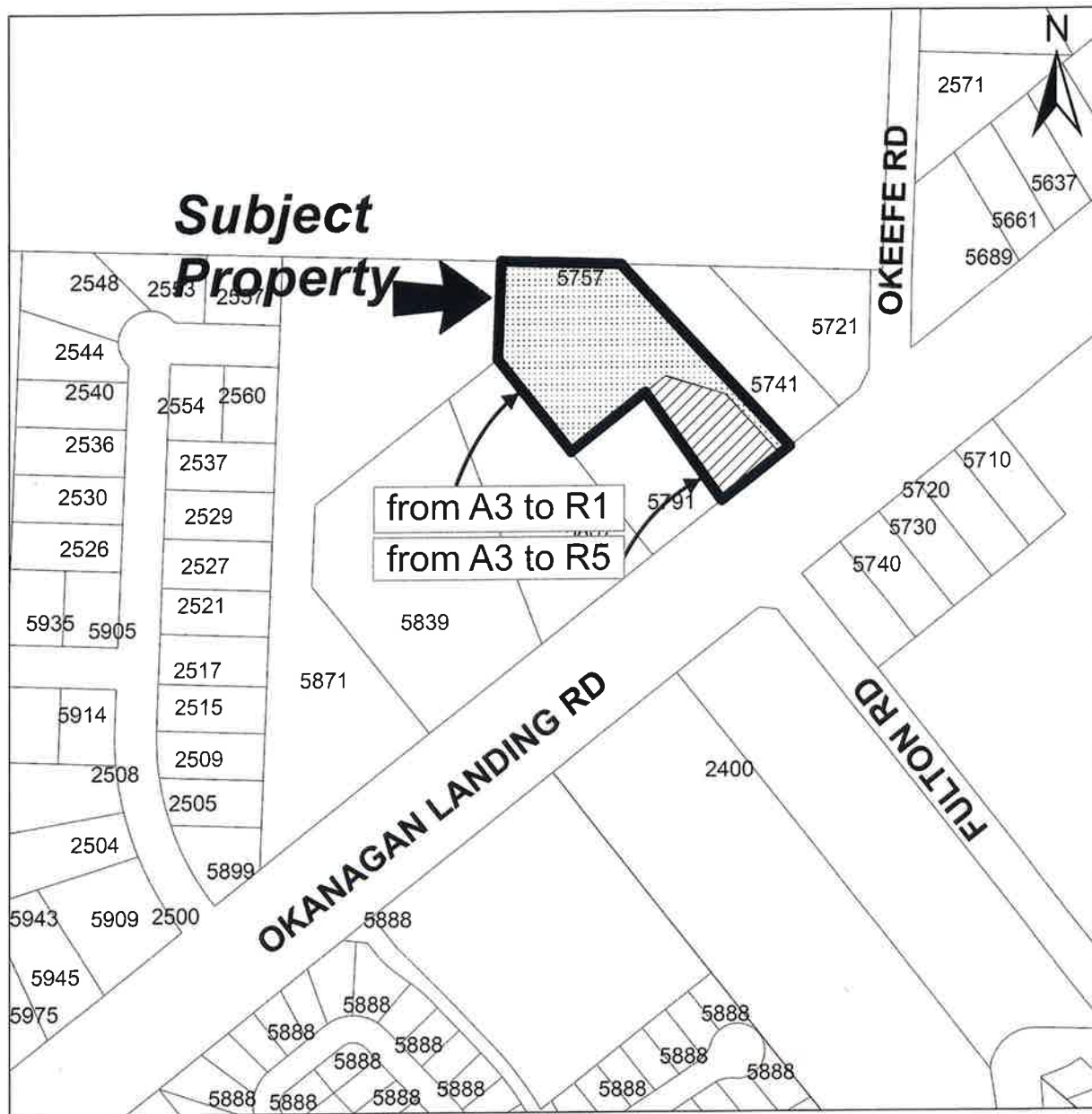
ATTACHMENTS

- Attachment 1 – Property Location
- Attachment 2 – Site plan of proposed subdivision
- Attachment 3 – Policy – Bylaws Inactive

G:\3000-3699 LAND ADMINISTRATION\3360 ZONING AND REZONING\20 Applications\ZON00305\2
PROC\Corr\190918_hjc_memo_ZON00305_Extension_Consideration.docx



Location Map




THE CORPORATION OF THE CITY OF VERNON

3400 – 30th Street, Vernon, B.C. V1T 5E6
 Telephone: (250) 545-1361 Fax: (250) 545-4048

website: www.vernon.ca

Corporate Policy

Section:	Clerk's	
Sub-Section:	Administration	
Title:	Bylaws - Inactive	

RELATED POLICIES

Number	Title

APPROVALS

POLICY APPROVAL:	AMENDMENT APPROVAL:	SECTION AMENDED
Approved by: <i>Wayne Lippert</i>	Amendment Approved by:	
Mayor: Date: February 12, 2007	Mayor Date:	

POLICY

Recognizing that Council direction and policy may change during an in-active time period of a Bylaw, and that the approval conditions of Bylaws which are in-active, may differ from 12 months previously, Council will provide staff with direction in how to proceed with these situations.

DEFINITIONS

Inactive Bylaws are described as being bylaws in which no further action has been taken in regards to further readings of Council **or** have not proceeded due to conditions set by Council not being completed over a 12 month period from the last official reading of the Bylaw.

PROCEDURES

Staff will review any outstanding Bylaws which have been in-active for 12 months.

In rezoning and OCP Bylaw amendments, PDES will confirm that bylaw is in-active and that the applicant is not actively working on completing the conditions of Council. The applicant will be provided, in writing, a request from City staff as to the status of their amendment Bylaw and advised that Council will be proceeding with consideration of rescinding the initial readings of the Bylaw due to inactivity. The applicant will be given an opportunity to respond to Council in this regard, and if no response is received within the time frame allotted (30 days), Council will proceed with consideration.

For internal Bylaws which may have been deferred pending further information, or not acted upon due to other circumstances, Council may request an update on the Bylaw from the originator and then consider rescinding the initial readings of the Bylaw.



THE CORPORATION OF THE CITY OF VERNON

INTERNAL MEMORANDUM

TO: Will Pearce, CAO

FILE: 5225-20

PC: Kirn Dhillon, Manager, Infrastructure
Kim Flick, Director, Community Infrastructure and
Development Services

DATE: September 30, 2019

FROM: Trevor Scott, P.Eng., Infrastructure Engineer

SUBJECT: **BX Creek Flood Risk Assessment, Mapping, and Flood Mitigation Planning
Project Funding**

Flooding is a significant natural hazard for the City of Vernon and our neighbouring communities that can damage important infrastructure and cause serious socio-economic losses and disruption. Flooding in the City of Vernon has been an issue in the past, and more recently in the spring and summer of 2017 and 2018. Precipitation events of increasing intensity and frequency can be expected.

The BX Creek Flood Risk Assessment, Mapping, and Flood Mitigation Planning project will improve the City of Vernon's understanding of the flood hazards within the community and how to mitigate them.

Administration has successfully obtained a grant in the amount of \$149,600 from the Community Emergency Preparedness Fund (CEPF), administered by the Union of BC Municipalities (UBCM). Administration has subsequently completed a competitive tender process to find a consultant to provide the best value for money in completing the study. The total estimated cost to complete work for the project area shown in Figure 1 is approximately \$200,000.






Figure 1: Project Area

RECOMMENDATION:

THAT Council endorse an additional \$50,000 from the 2019 Capital Design Budget to help fund the BX Creek Flood Risk Assessment, Mapping, and Flood Mitigation Planning project, which is partially funded by the Community Emergency Preparedness Fund in the amount of a \$149,600 grant, as outlined in the memorandum titled BX Creek Flood Risk Assessment, Mapping, and Flood Mitigation Planning Project Funding, dated September 30, 2019, submitted by the Infrastructure Engineer.

Respectfully submitted:

x  


Trevor Scott, P.Eng.
Infrastructure Engineer



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Ed Stranks, Manager Engineering
Development Services

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: October 15, 2019
REPORT DATE: September 25, 2019
FILE: 5340-05, x-ref 0482-30

SUBJECT: **SANITARY SERVICE BEYOND CITY BOUNDARY – BX ELEMENTARY SCHOOL
5849 SILVER STAR ROAD**

PURPOSE:

To advise Council of the request for sanitary service to Lot 1, Plan KAP12270 (BX Elementary School) and requirements for acceptance as defined in the City Sewer Services Beyond City Boundaries Policy.

RECOMMENDATION:

THAT Council not support provision of a sanitary service connection from the City main in Silver Star Road to Lot 1, Plan KAP12270 (BX Elementary School), pursuant to 'City Sewer Services Beyond City Boundaries Policy'.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council waive item 3.c) of the City Sewer Services Beyond City Boundaries Policy and support provision of a sanitary service connection from the City main in Silver Star Road to Lot 1, Plan KAP12270 (BX Elementary School).

Note: This would not be consistent with procedure item 3.c) of the City Sewer Services Beyond City Boundaries Policy. However, connection to the City sanitary sewer system would negate any potential issues related to onsite septic disposal.

ANALYSIS:

A. Committee Recommendations:

N/A

B. Rationale:

1. A request for connection to the City of Vernon sanitary sewer system has been submitted by School District 22 (Attachment 1) for BX Elementary School, located at 5849 Silver Star Road as shown in Figures 1 and 2. This request is related to the proposed addition of permanent classrooms and abandoning, rather than maintaining or expanding, the existing on-site septic system.



2. This request is subject to the City Sewer Services Beyond City Boundaries Policy (Attachment 2). This policy establishes criteria for the provision of sewer services to lands beyond the current City boundary. This includes the contingency that the applicant comply with Section 13 of the *Community Charter* and agree to be annexed into the City. The land is approximately 2.38 hectares (5.9 acres) in size and is outside of the Agricultural Land Reserve. The land is outside the City boundary (Figure 1 and 2), but does front a City road (Silver Star Road) which contains a sanitary main. As the property is outside of the City boundary, a sanitary sewer service can only be provided if the provincial legislation and City policy are adhered to.



Figure 2 - Aerial photo

3. Other requirements of the City Policy include:
- adequate capacity must exist in the sanitary main in Silver Star Road;
 - if approved, the applicant would have to pay the full cost for the service;
 - the applicant make application for annexation;
 - if approved, the applicant would become a City sanitary customer;
 - all works in Silver Star Road would be the City's;
 - any future development of the land would be subject to payment of applicable sanitary Development Cost Charges (DCCs);
 - development rights are not extended to the land;
 - the land is not in the Agricultural Land Reserve (ALR).
4. The *Community Charter*, Section 13 states that the City can only provide a service in an area outside of the City boundary if the Board of the Regional District of North Okanagan (RDNO) provides written consent. The City has received confirmation that RDNO intends to support the request for service, but not annexation of the property into the City. As the RDNO does not support annexation into the City (procedure item 3.c) of City policy), Administration is not able to support the request for a City sanitary sewer service. If Council chooses to support the request for service, the City would advise the RDNO of this support. The applicant would then need to submit a request to the RDNO for the Board to consider granting consent and advise the City of RDNO Board approval prior to a service being permitted (procedure item 1 of City Policy).

C. Attachments:

Attachment 1 – Request for sanitary sewer service to BX Elementary School from School District 22
Attachment 2 – City Sewer Services Beyond City Boundaries Policy

D. Council's Strategic Plan 2019 – 2022 Goals/Action Items:

This report involves the following goals/action items in Council's Strategic Plan 2019 – 2022:

- Enhance relationship and improve communication with regional partners including the Okanagan Indian Band

E. Relevant Policy/Bylaws/Resolutions:

1. The City Sewer Services Beyond City Boundaries Policy, procedure item 3.c), would not be met due to RDNO not supporting annexation of the property into the City.
2. The Community Charter Section 13 - Services outside municipality item 13 (1) (a) requires the City to 'obtain the consent of the council of the other municipality'. Item 13 (2) enables the City to establish terms and conditions.

BUDGET/RESOURCE IMPLICATIONS:

N/A

Prepared by:

Approved for submission to Council:

Oct 9 2019 10:02 AM

X  ✓

Ed Stranks, Manager Engineering D... DocuSign

Will Pearce, CAO

Date:

07. OCTOBER. 2019

Ed Stranks
Manager, Engineering Development Services

X 

Signer 2

Kim Flick
Director, Community Infrastructure and Development

REVIEWED WITH

- | | | |
|---|---|---|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input checked="" type="checkbox"/> Current Planning |
| <input type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input type="checkbox"/> Building & Licensing |
| <input type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input type="checkbox"/> Engineering Development Services |
| <input type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services | <input type="checkbox"/> Infrastructure Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Parks | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Financial Services | | <input type="checkbox"/> Economic Development & Tourism |
| <input type="checkbox"/> COMMITTEE: | | |
| <input type="checkbox"/> OTHER: | | |



Board of Education
School District No. 22 (Vernon)
1401 – 15th Street, Vernon, BC V1T 8S8

Ed Stranks
Manager, Engineering and Development Services
City of Vernon
3400 30 St, Vernon
BC V1T 5E6

September 25, 2019

Dear Mr Stranks,

The Board of Education of School District No. 22 requests that the BX Elementary School located at 5849 Silver Star Rd, Vernon, BC V1B 3P6 be allowed to connect into the City of Vernon sanitary system located on Silver Star road as per the attached sketch from Monaghan Engineering and Consulting, dated July 2019. The existing septic field has reached its useful life and with the new expansion of the school, the septic field could not support the extra loads of the new washrooms and classrooms.

We understand that the Regional District of the North Okanagan agrees with this request to connect to the sanitary line and we request that the City of Vernon also accept this proposal. We are not requesting annexation, only connection to services.

We have provided the title search for the property for your information. We currently have a Request for Proposal out for a construction manager for the project and hope to start the construction of the addition in October or November 2019 once the Building Permit has been approved. Please review this request and confirm if acceptable.

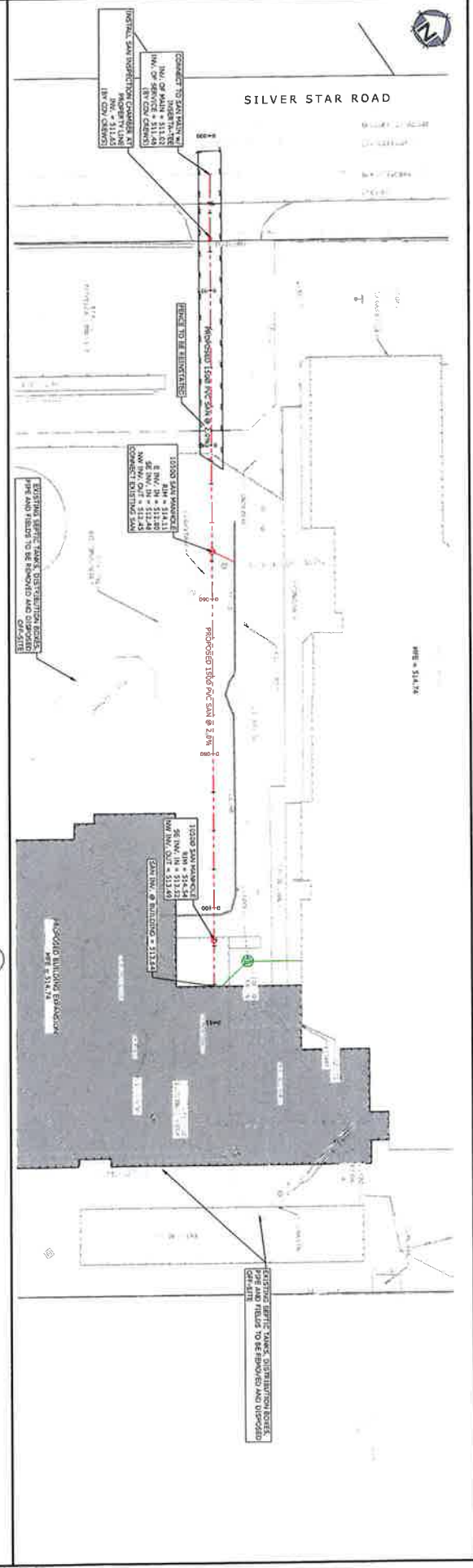
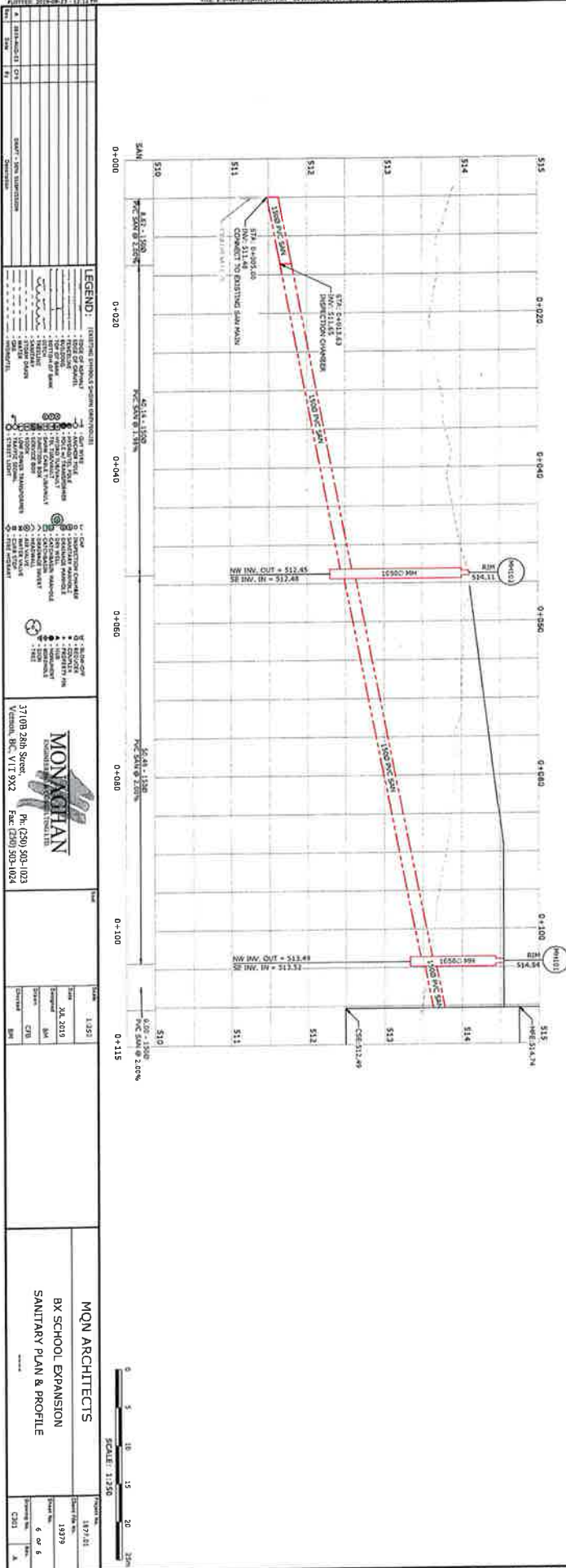
Yours sincerely,

Adrian Johnson

Assistant Secretary Treasurer, School District 22 (Vernon)

A Great Place to Learn

(250) 542-3331 www.sd22.bc.ca





THE CORPORATION OF THE CITY OF VERNON
 3400 – 30th Street, Vernon, B.C. V1T 5E6
 Telephone: (250) 545-1361 FAX: (250) 545-4048
 website: www.vernon.ca


Corporate Policy Manual

Section:		
Sub-Section:		
Title:	Sewer Services Beyond City Boundaries	

RELATED POLICIES

Number	Title

APPROVALS

POLICY APPROVAL:	AMENDMENT APPROVAL:	SECTION AMENDED
Approved by: 	Amendment Approved by:	
Mayor:	Mayor:	
Date:	Date:	
August 11, 2014		

POLICY

This policy is required to establish criteria for review of applications for the provision of sewer services to lands beyond current City limits and to ensure that, where supported, the sewer service is at no added cost to City rate payers and that the sewer works beyond City limits meet current standards in order that upgrades will not be required once the area is annexed into the City.

DEFINITIONS

PROCEDURES

Sewer services may be extended beyond City of Vernon boundaries provided all the following conditions are met:

1. Provision of service from the City's sanitary sewer system is contingent on the applicant complying with Section 13 of the Community Charter. The City is to obtain written consent from the Board of the Regional District of North Okanagan, for connection to the City's sanitary sewer system.
2. Properties proposed to be provided with City sanitary sewer services are also to be adjacent to existing City sanitary sewer mains and a City road. Sanitary main extensions to provide service in other locations will only be considered for acceptance as part of major annexations or a large area failure of onsite disposal systems.
3. The property owners must apply to the City and receive written approval for connection to the City sewer system. Support for approval is subject to provision of the following items:
 - a) The applicant is required to contact City staff to confirm adequate capacity exists in the City sewer mains and downstream mains to provide for the requested service or provide verification of this upon request by the City.
 - b) The owners of benefiting properties must pay the capital costs incurred in extending the sewer service. Service directly off an existing sewer main will be installed by City crews for a fee based on the estimated cost of works required for the service installation.
 - c) Property owners requesting the sewer service must make application for extension of the City boundary to include their property into the City and consent to registering a Section 219 Covenant against their property agreeing to their lands being

included within the City's boundaries for the purposes of connecting to City services, as outlined in Schedule A, attached.

4. All lands outside the City which make use of a City sewer service will become customers of the City Sewer Utility and be required to pay the appropriate utility rate for the service provided.
5. Upon connection to the City sewer mains, the works within the City of Vernon's rights-of-way will become the property of the City of Vernon.
6. All new subdivisions which utilize the service must conform to the regulations contained in the City's Subdivision and Development Servicing Bylaw, as revised from time to time.
7. All new subdivisions and developments of lands connected to the City sanitary and or storm sewer system(s) are required to pay the relevant utility Development Cost Charges to the City as a condition of utilizing and/or maintaining connection. This includes lots that are requesting new connection and those that are already connected.
8. The enactment of this policy, and provision of City sewer service to property owners, does not extend development rights to a property owner.
9. If the property is in the Agricultural Land Reserve (ALR), the development to be serviced must be existing. Any new development proposed of lands in the ALR utilizing City sewer must be approved by the Agricultural Land Commission.

SCHEDULE "A"

THIS COVENANT granted the ____ day of _____, 20

BETWEEN:

(the "Covenantor")

AND:

CITY OF VERNON

City Hall
3400 – 30th Street
Vernon, B.C.
V1T 5E6

(the "City")

WHEREAS the Covenantor is the owner in fee simple of that certain parcel or tract of land and premises, situate lying and being in the Province of British Columbia, and more particularly known and described as:

P.I.D. No.:

(the "Lands")

AND WHEREAS Section 219 of the *Land Title Act* R.S.B.C. 1996, c.250 provides that the Covenantor may grant a covenant to the City of a negative or positive nature respecting the use of the Lands;

AND WHEREAS the Covenantor desires to grant this Covenant to prohibit the use of the Lands;

NOW THEREFORE in consideration of the premises contained herein and the sum of One Dollar (\$1.00), now paid by the City to the Covenantor, the receipt and sufficiency whereof is hereby acknowledged, the Covenantor covenants as follows:

1. The Covenantor covenants and agrees with the City that it shall not use or permit the use of the Lands except in accordance with the terms and conditions of this Covenant.
2. Without limiting the generality of Section 1, the Covenantor covenants and agrees that it shall not use, construct, erect or place any building or structure on the Lands or permit same unless and until the Lands are connected to and serviced by the City's municipal sewer disposal system and, the Covenantor agrees to use the Lands in compliance with the City's bylaws that apply to sanitary sewers as if the Lands were in the City boundaries.
3. The Covenantor covenants, acknowledges and agrees that connection to the City's sewer system is subject to the condition that the Covenantor must first request and consent to extension of City boundaries to include the Lands in the City, If it does not request the boundary extension and consent, or withdraws its request for and consent to the Lands being included within the City boundaries, the City shall be entitled, upon reasonable notice, to require that the Covenantor at its sole cost, remove, plug or disconnect any connection to the City's sewer system.
4. This restrictive covenant is granted voluntarily by the Covenantor to the City pursuant to Section 219 of the *Land Title Act* of the Province of British Columbia and shall run with the Lands.
5. The Covenantor hereby releases, indemnifies and saves the City harmless from and against all actions, causes of action, losses, damages, costs,

claims, debts and demands whatsoever by any person, arising out of or in any way due to the granting or existence of this Covenant.

6. Nothing in this Covenant affects the City's rights and powers in the exercise of its statutory functions under its statutes, bylaws, resolutions, orders and regulations, all of which may be fully exercised in relation to the Lands as if this Covenant had not been granted.

7. The Covenantor shall, forthwith after execution hereof by it, do or cause to be done at its sole cost all acts or things reasonably necessary to give proper effect to the intentions of this Covenant and to ensure that this may be registered against the title to the Lands in the Land Title Office.

8. Whenever the singular or masculine is used herein, the same shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require; this Covenant runs with the Lands; every reference to each party hereto shall be deemed to include the officers, employees, elected officials, agents, servants, successors and assigns of that party; this Covenant and each and every provision hereof shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns, as the case may be, notwithstanding any rule of law or equity to the contrary; and if any section, subsection, clause or phrase of this Covenant is for any reason held to be invalid by the decision of a Court of competent jurisdiction the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder.



REPORT/RECOMMENDATION TO COUNCIL

SUBMITTED
BY:

David Lind,
Director of Fire Rescue Services

DATE: October 3, 2019

FILE: 1855-20

SUBJECT: Union of BC Municipalities (UBCM) 2020 Community Resiliency Investment Program (CRI) FireSmart Community Funding & Supports grant application

PURPOSE:

To receive Council authorization and support of the application for \$150,000 from the UBCM 2020 Community Resiliency Investment Program (CRI) for the completion of wildland urban interface fuels management work along Eastside Road.

RECOMMENDATION:

THAT Council authorize the \$150,000, UBCM "2020 Community Resiliency Investment Program FireSmart Community Funding & Supports" grant application, as attached to the Report of the same title, dated October 3, 2019 and respectfully submitted by the Director, Fire & Rescue Services;

AND FURTHER, that Council support the proposed wildland urban interface fuel management activities as prioritized and in-line with the Vernon Community Wildfire Protection Plan (CWPP) (July 2, 2014);

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

ALTERNATIVES & IMPLICATIONS:

1. THAT Council not support the "2020 Community Resiliency Investment Program FireSmart Community Funding & Supports" grant application and the proposed projects not be undertaken in 2020.

Note: Fuels management within the Wildland Urban Interface (WUI) is a critical component to managing the City's risk of wildfire. Fuels management prescriptions consider environmental impacts and ensure safety controls are in place to reduce risks associated with fuel management work.

ANALYSIS:

A. Committee/Board Recommendations:

N/A

B. Rationale:

1. Grant funding, if approved, will reduce the risk and impact of wildfire in the City of Vernon (CoV) by enabling fuel management activities. When fires do occur in treated areas the size, severity and speed of the fire are considerably lessened, providing firefighters an opportunity to control the fire.

C. Attachments:

1. The Vernon Community Wildfire Protection Plan (CWPP), is located in Council's office as a tab in the Emergency Program binder.
2. UBCM 2020 Community Resiliency Investment Program grant funding application form.
3. UBCM 2020 Community Resiliency Investment Program FireSmart Community Funding & Supports Worksheet 1: Proposed Activities & Cost-Estimate
4. UBCM 2020 Community Resiliency Investment Program FireSmart Community Funding & Supports Worksheet 2: Proposed Fuel Management Activities

D. Strategic Plan Objectives:

2019 Council Goals:

- Continue to implement Fire Smart principles in the wildfire interface area and improve communication with residents
- Work towards a sustainable Vernon – environmentally, economically and socially

E. Policy (Existing/Relevance/None):

1. N/A

F. Relevant History:

The Community Wildfire Protection Plan (CWPP) was completed in 2014. The CWPP identifies and categorizes wildfire urban interface risks based on the types and density of fuels, the value and amount of infrastructure exposed and, the likelihood and severity of potential wildfire events within defined zones. This grant application would support a project for fuel load reduction along Eastside Road. The area of work is a priority for fuel management due to, Eastside Road being the one point of access for the area, the high value infrastructure including residential properties, prevailing winds and conditions lend to increased risk of fire spread in the area, and the limited access routes which could be compromised by wildfire. The treatment area falls within the municipal boundaries of the CoV.

G. Applicants Response: N/A

H. Reasons for Bylaw: N/A

I. Resources:

A fire ecologist consultant prepares the fuel treatment prescription. The fuels management work is completed by contractors, Fire Services or both. Staff time is required to monitor the projects and manage the grant.

Contractors are funded through the grant and Staff/Fire Services time is provided for through existing operational budgets.

BUDGET IMPLICATIONS:

The project is grant funded.

Prepared by:

David Lind
Authors name

Approved for submission to Council:

Will Pearce, CAO

Date:

07. OCTOBER. 2019

APPROVALS	DATE	COUNCIL AGENDA INFORMATION:		
Supervisor		<input type="checkbox"/> Regular	Date: _____	Item # _____
Division Manager	Oct. 7/19	<input type="checkbox"/> In-Camera/COW	Date: _____	Item # _____
		<input type="checkbox"/> Information Item	Date: _____	Item # _____
		<input type="checkbox"/> Agenda Addenda	Date: _____	Item # _____

REVIEWED WITH

- ☐ Bylaw Services
- ☐ Clerk
- ☐ Economic Dev.
- ☐ RCMP
- ☐ Building & Licensing
- ☐ Human Relations

REVIEWED WITH

- ☐ Environment
- ☐ Facilities
- ☐ Finance
- ☐ Fire
- ☐ GVS - Parks
- ☐ Utilities

REVIEWED WITH

- ☐ Public Works
- ☐ Planning
- ☐ Engineering
- ☐ Operations
- ☐ GVS - Water
- ☐ Recreation Services
- ☒ Other EP

REVIEWED WITH
Committees

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

NOTE: City Administrator's comments will be provided if required as an addendum to the report

h:\planning\msword\reports\report form.doc

2020 Community Resiliency Investment Program

FireSmart Community Funding & Supports

Application Form

Please complete and return the application form and all required attachments by October 18, 2019.

All questions are required to be answered by typing directly in this form. If you have any questions, contact cri-swpi@ubcm.ca or (250) 356-2947.

SECTION 1: Applicant Information	CRI- <i>(administrative use only)</i>
Name of Local Government or First Nation: City of Vernon	Complete Mailing Address: 3401 30 Street, Vernon, BC, V1T 5E7
Contact Person: David Lind	Position: Fire Chief
Phone: 250-550-3563	E-mail: dlind@vernon.ca

* Contact person must be an authorized representative of the applicant.

SECTION 2: For <u>Regional Projects Only</u>
<p>1. Identification of Partnering Communities. For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 3 in the Program & Application Guide for eligibility.</p>
<p>2. Rationale for Regional Projects. Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p>

SECTION 3: Project Summary
<p>3. Name of the Project: Eastside Road Wildfire Hazard Mitigation</p>
<p>4. Project Summary. Please provide a summary of your project in <u>150 words or less</u>.</p> <p>The City intends to address key wildfire hazard issues in the Eastside Road area south of town and on small City-owned parcels on land scattered throughout the City. The Eastside Road area contains several billion dollars worth of property, significant fuel hazards, a large seasonal population, and one route of egress in the event of a wildfire. The City owns numerous small (<5 ha)</p>

parcels of vegetated land scattered throughout residential and commercial neighbourhoods that constitute various levels of fire hazard. The focus of 2020 CRI funding would be on the Eastside Road project with attention to reducing hazardous fuels within the Ministry of Highways right-of-way (8 km), and educating property owners on hazard mitigation. A secondary focus is on the assessment of the many small, City-owned parcels followed by the development of a treatment guide and schedule for the City Works Department.

5. Fire Centre (use check boxes). Indicate which Fire Centre the proposed activities are located in (check all that apply)

- ☐ Cariboo Fire Centre
☐ Coastal Fire Centre
☒ Kamloops Fire Centre

- ☐ Northwest Fire Centre
☐ Prince George Fire Centre
☐ Southeast Fire Centre

6. Project Cost & Grant Request:

Total Project Cost:

Total Grant Request (as identified in Worksheet 1):

Have you applied for or received funding for this project from other sources? If yes, please provide details below.

7. Progress to Date. If you were approved for funding under the 2019 FireSmart Community Funding & Supports program, please describe the activities that have been completed to date and/or what activities your community will be undertaking to increase resiliency.

2019 CRI funding was assigned to the Foothills Prescribed Burn Project. The burn unit has been prepared and the team is awaiting an appropriate burn window. The burn was not carried out in the spring or fall of 2019 due to poor weather conditions. The burn team, which includes the City and BCWS, are hoping to get the burn done spring of 2020.

SECTION 4: Requirements for Funding (refer Section 4 of Program & Application Guide)

8. Engagement Prior to Submitting an Application. In order to qualify for funding, applicants must demonstrate their level of engagement with a BCWS Wildfire Prevention Officer, FNESS Fuel Management Liaison/Specialist, and, if applicable, the FLNRORD district, region, or relevant Land Manager to ensure project alignment with Land Manager priorities.

Please indicate the name(s) and title(s) of the person(s) you engaged with and describe the extent of that engagement.

The City has been in communication with Michael Aldred, Kamloops Fire Centre Fuels Specialist and Pam Shumka, Resource Officer, Penticton Resource District.

9. Acceptable Plan. In order to qualify for funding, applicants must have a current and acceptable plan that includes assessment and identification of FireSmart and/or fuel management priorities (i.e. CWPP, Community Wildfire Resiliency Plan, Integrated Investment Plan, etc.).

Please outline how your community meets this requirement. Note: applicants that do not have a current and acceptable plan may apply to develop or update a plan.

The City has an approved CWPP.

Attach completed plans, assessments, and/or excerpts from higher-level plans, with the application form.

SECTION 5: Wildfire Risk & Rationale

- 10. A. WUI Wildfire Risk Class.** What is the WUI Risk Class (1 – 5) for the general area of interest of your community or proposed activities, including the WUI polygon name from risk class map? Refer to Appendix 1 of the Program & Application Guide.

WUI P: Vernon RC: 1

- B.** If local assessments provide additional evidence of higher wildfire risk than the WUI Risk Class, provide specific evidence of wildfire risk (reference to appropriate section of a CWPP or other plan, etc.)

Additional evidence for higher wildfire risk (e.g. CWPP extract, copies of assessments, etc.) is required to be submitted with the application form.

- C.** For the purpose of FireSmart Community Funding & Supports grants, identify the risk category that you are applying under:

- ☐ Lower risk of wildfire (may apply for a grant of up to \$25,000)
☒ Higher risk of wildfire (may apply for a grant of up to/exceeding \$150,000)

- 11. Other Rationale.** What other rationale or evidence is there for undertaking the proposed project? This may include local hazards identified in the Emergency Plan; threat levels identified in Hazard Risk & Vulnerability Analysis and/or other risk assessments; demonstrated history of repeated and/or significant interface wildfires and evacuations; or other rationale.

Research stemming from recent wildfires in California suggests that attention to critical evacuation logistics is warranted. For the Eastside Road project, routes of egress (number, condition, etc.), sustainability of power infrastructure within the evacuation zone, and demographics of evacuated community (number, level of mobility, communications systems, etc.) have all been identified as critical elements. This project will focus on fuel treatments intended to improve egress safety. A separate grant application in the spring will focus on evacuation logistics and communications. For the City land assessment and treatment planning, the economic impact of the 2017 Lake Country Fire (very small urban fire with a significant consequence) would suggest that attention to this issue is also warranted.

Evidence of other rationale (e.g. Local Authority Emergency Plan extract, copies of assessments, etc.) is required to be submitted with the application form.

SECTION 6: Detailed Project Information

- 12. Proposed Activities.** Please refer to Section 6 of the Program & Application Guide for eligibility and complete Worksheet 1: Proposed Activities & Cost-Estimate. Worksheet 1 is required to be completed for all applications.

13. Increasing Resiliency. Please indicate how the proposed project will increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire.

The Eastside Road project is intended to focus significant attention on a sub-community within Vernon City limits and improve the wildfire resiliency of its residents and their property. Each resident will be contacted in order to gain information on property vulnerability and how to address it.

For the small City-owned parcel project, the City intends to lead by example and use the opportunity during assessments to educate adjacent property owners on the value of vegetation management in improving resilience.

14. Partnerships & Collaboration. Please identify any other authorities you will collaborate with on the proposed project (e.g. community or resident organizations, First Nation or Indigenous organizations or other local governments) and outline how you intend to work together.

On the Eastside Road project the City intends to work closely with the Vernon Fire Zone and Vernon Resource District staff on complimentary projects in the area. The Zone and Resource District have received funding to conduct fuel treatments on several public parcels of land along Eastside Road. The City will coordinate communications and education campaigns linking the two projects.

15. Additional Information. Please share any other information you think may help support your submission.

SECTION 7: Application Check List

Required Submissions	Related Attachments
<input checked="" type="checkbox"/> Application Form	<input type="checkbox"/> Completed plans, and/or assessments, or excerpts from higher-level plans as required in Q. 9 <input type="checkbox"/> Other rationale as required in Q. 10 and 11
<input checked="" type="checkbox"/> Completed Worksheet 1: Proposed Activities & Budget	<input type="checkbox"/> FireSmart Assessments for structures proposed for demonstration projects as required in Q. 7
<input checked="" type="checkbox"/> <u>For fuels management activities only:</u> Completed Worksheet 2: Proposed Fuel Management Activities	<input checked="" type="checkbox"/> PDF map outlining the area of interest, proposed treatments units, land status and tenure overlaps <input checked="" type="checkbox"/> Wildfire threat assessment information for the proposed treatment unit(s) <input type="checkbox"/> <u>For fuel management treatment only</u> , a copy of the completed prescription and/or Burn Plan and project boundary spatial layer <input type="checkbox"/> For fuel management treatment on Provincial Crown land only: email from land manager indicating information sharing with First Nations has been completed

☒ Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management

☐ For regional projects only: Council, Board or Band Council resolution, from each partnering community that clearly states approval for the applicant to apply for, receive and manage the grant funding on their behalf

Submit the completed Application Form and all required attachments as e-mail attachments to cric-swp@ubcm.ca and note "2020 CRI" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 8: Signature. Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and the BC FireSmart Committee.

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the approved project is within the applicant's jurisdiction (or appropriate approvals are in place)

Name:

Title:

Signature:

Date:

An electronic or original signature is required.

2020 Community Resiliency Investment Program

FireSmart Community Funding & Supports

Worksheet 1: Proposed Activities & Cost-Estimate

This worksheet is required to be completed for all applications.

Please complete and return the worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri-swpi@ubcm.ca or (250) 356-2947.

Instructions:

In Section 2 below, indicate the proposed activities, cost-estimate, outcomes and performance measures for each of the eligible activities (as identified in Table 1 of Section 6 of the Program & Application Guide) that you plan to undertake.

Cost Estimate: Provide a cost estimate for each proposed activity. Include information on how cost estimates were developed (i.e. estimated days of work, hourly/daily rates and types of equipment and estimated hours of use). In cases where other contributions are included for proposed activities, please clearly distinguish between the requested grant amount and other contributions, including in-kind contributions. Detailed cost estimates may be requested.

Proposed Outcomes: Provide information on the expected outcome of each proposed activity and list any policies, practices, plans or documents that will be developed or amended as a result of your project. As noted in the Program & Application Guide, higher application review scores will be given to projects that clearly increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire.

Proposed Performance Measures: Indicate how the proposed activities will be evaluated, including the specific performance measures that will be used.

Worksheet 1: Proposed Activities & Cost Estimates

SECTION 1: Applicant Information	CRI- <i>(for administrative use only)</i>
Name of Local Government or First Nation: City of Vernon	Name of Project: Eastside Road Wildfire Hazard Mitigation

SECTION 2: Proposed Activities

1. Education

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
FireSmart educational activities and tools:			
Education for the reduction of human-caused fires:			
Wildfire Community Preparedness Day:			
FireSmart day, events and workshops, and wildfire season open houses: Up to \$300 per FireSmart Board to support their delivery neighbourhood FireSmart days/events	3000 estimate is based upon 10 neighbourhoods with or pursuing FireSmart Canada Community Recognition or Renewal	200 community volunteer hours of vegetation management and fuel reduction	Final report detailing number of FireSmart events and volunteer hours
FireSmart Canada Community Recognition:			
Other:			

Example performance measures: target attendance and/or number of hours at educational activities, Wildfire Community Preparedness Day and any FireSmart events; estimated completion date of application for FireSmart Canada Community Recognition.

2. Planning

For plans, include the number of hectares that threat assessments will be completed for. Refer to Appendix 4 for map and spatial data requirements for CWPPs. The new community wildfire resiliency planning framework is expected to be implemented by spring 2020 and will be linked directly to Crown land planning activities led by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and BC Parks.

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
Develop or update an existing plan (i.e. CWPP):			
Develop policies/practices for FireSmart First Nations land or publicly owned land:			
Develop policies/practices for FireSmart First Nations owned buildings and publicly owned buildings:			
Conduct site visits/FireSmart assessments for First Nations owned buildings, publicly owned buildings or publicly, provincially and First Nations owned critical infrastructure:	20000. Cost estimate is based on site attendance by a fire behavior expert and professional forester. Anticipate one day/property to complete.	Visit as many large private properties along Eastside Road in Vernon as is allowed by the public and discuss hazardous fuel treatment strategies.	Final report detailing property lot number, condition of property, and details of conversation.
Other:			

Example performance measures: list of policies and plans that are proposed for review and/or amendment; target for number of completed assessments.

3. Development Considerations

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
Amend OCPs, Comprehensive Community Plans and/or bylaws:			

Revise landscaping requirements:			
Establish Development Permit Areas for Wildfire Hazard:			
Include wildfire prevention and suppression considerations in the design of subdivisions:			
Amend referral processes for new developments to ensure multiple departments are included:			
Other:			

Example performance measures: list of plans or development requirements that are proposed for review and/or amendment; number and location of target areas for development permit areas.

4. Interagency Co-operation

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
Regional FireSmart committees:			
Multi-agency fire and/or fuel management tables:			
Other:			

Example performance measures: estimated meeting frequency and attendance at committee meetings or fuel management tables.

5. Emergency Planning

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
Cross-jurisdictional meetings and tabletop exercises,			

including seasonal wildfire readiness meetings:			
Review structural protection capacity:			
Other:			

Example performance measures: estimated meeting frequency and attendance at meetings and exercises.

6. Cross Training

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
FireSmart training			
Local FireSmart Representative:			
Home Partners:			
FireSmart 101:			
Community Champions training:			
Cross-train fire department members			
S-100 Basic fire suppression and safety:			
S-185 Fire entrapment avoidance and safety:			
ICS-100 (volunteer only):			
Cross-train emergency management personnel			
ICS-100:			

Professional development to increase capacity for FireSmart activities:			
Other:			

Example performance measures: estimated training frequency and attendance; list of professional development opportunities.

7. FireSmart Demonstration Projects

To be eligible for funding, all FireSmart Demonstration projects must have a completed FireSmart assessment at the time of application submission, and include a community education component. In addition, for First Nations or publicly owned buildings, the proposed building must be designated for emergency response, such as an Emergency Operations Centre or Emergency Support Services facility (i.e. reception centre, group lodging).

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
FireSmart Demonstration Projects for First Nations owned buildings or publicly owned buildings:			
FireSmart Demonstration Projects for publicly, provincially and First Nations owned critical infrastructure:			
Other:			

Example performance measures: the extent to which the recommendations in the FireSmart assessment will be achieved; the degree to which the hazard level will be reduced for the structure; the number of people informed by the required community education component.

8. FireSmart Activities for Residential Areas

To be eligible for funding, all FireSmart activities for residential areas must be located in FireSmart Noncombustible Zone and Priority Zones 1, 2 and 3. Refer to Appendix 2 in the Program & Application Guide for funding requirements for FireSmart rebate programs.

Proposed Activities	Cost Estimate/Calculation	Proposed Outcomes	Performance Measures
Planning for residential areas:			

Offer local rebate programs:			
Provide off-site debris disposal:			
Other:			

Example performance measures: target for completed number of assessments; number and location of target areas for planning activities; target number and value for approved rebates; estimated frequency of debris disposal activities and the number of residential property or home owners participating.

9. Fuel Management

To be eligible for funding, all fuel management activities must be in alignment with the requirements for funding fuel management activities identified in Appendix 3 and should generally be outside of FireSmart Noncombustible Zone and Priority Zones 1, 2 and 3.

Worksheet 2 is required to be completed but the total cost estimate and total grant request should be included here.

Total fuel management cost estimate: 127000

Total fuel management grant request: 127000

Note: Refer to Appendix 3 of the Program & Application Guide for funding requirements for fuel management activities and Appendix 4 for the requirements for maps and spatial data.

10. Total Project Cost & Total Grant Request

Total project cost estimate: 150000

Total grant request: 150000

Note: Please ensure the total project cost estimate and the total project grant request provided here match the information provided in Question 6 on the Application Form.

2020 Community Resiliency Investment Program

FireSmart Community Funding & Supports

Worksheet 2: Proposed Fuel Management Activities

This worksheet is only required for applications that include fuel management activities, including fuel management prescriptions, burn plans, fuel management treatments and prescribed burns.

Please complete and return the worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri-swpi@ubcm.ca or (250) 356-2947.

Only one Worksheet 2 should be submitted regardless of the number of proposed treatment units.

Instructions:

Prescription(s) or Burn Plan(s) only: complete Sections 1, 2, 3

Fuel management treatment or prescribed burn only: complete Sections 1, 2 and 4

Phased projects: complete Section 1, 2, 3 and 4

Applicants that apply for phased projects (prescription or burn plan development and fuel management treatment for the same treatment unit(s) provided) are required to provide sufficient detail on estimated treatment size and post-treatment outcomes (e.g. reducing crown fire initiation potential by XX). It is expected that the proposed treatment areas would be less than the proposed assessment area (due to areas that will not be appropriate for treatment, such as riparian corridors).

Applicants can also apply for prescriptions and treatment of different treatment units in a single Worksheet 2.

In cases where other contributions are included for proposed activities, please clearly distinguish between the requested grant amount and other contributions, including in-kind contributions. Detailed cost estimates may be requested.

Worksheet 2: Proposed Fuel Management Activities

SECTION 1: Applicant Information	CRI- (for administrative use only)
Name of Local Government or First Nation: City of Vernon	Name of Project: Eastside Road Wildfire Hazard Mitigation

SECTION 2: General Project Information		
<p>1. Type and Location of Fuel Management Activities. All activities must be primarily located within the applicant's administrative boundary. Please check all activities that you are applying for funding for:</p>		
<p>Local Government Land</p> <p><input checked="" type="checkbox"/> Prescription(s) or burn plan(s)</p> <p><input type="checkbox"/> Fuel management treatment</p> <p><input checked="" type="checkbox"/> Prescribed burns</p>	<p>First Nations Land</p> <p><input type="checkbox"/> Prescription(s) or burn plan(s)</p> <p><input type="checkbox"/> Fuel management treatment</p> <p><input type="checkbox"/> Prescribed burns</p>	<p>Provincial Crown Land</p> <p><input checked="" type="checkbox"/> Prescription(s) or burn plan(s)</p> <p><input checked="" type="checkbox"/> Fuel management treatment</p> <p><input type="checkbox"/> Prescribed burns</p>
<p>2. Forest Professional. All activities that fall under the practice of forestry must be developed and, where applicable, signed and sealed by a forest professional that is accredited by the Association of BC Forest Professionals and operating within their scope of practice.</p> <p>Name of forest professional (if known at time of application): Geoff Byford</p> <p>ABCFP Registration Number: RPF 2871</p>		

SECTION 3: Detailed Project Information – Fuel Management Prescriptions or Burn Plans	
<p>Note: Refer to the BC Wildfire Service 2019 Fuel Management Prescription Guidance document and/or provincial requirements for planning a burn before completing this section. Only complete this section if you are applying to develop prescriptions or burns plans or for phased projects. If not, skip to Section 4.</p>	
<p>3. Hectares to be Assessed. Please indicate the number of hectares to be assessed.</p> <p>Local Government Land: ha</p> <p>First Nations Land: ha</p> <p>Provincial Crown Land: 40 ha</p>	
<p>4. Description of Proposed Assessment Area. Please provide a description of the area(s) proposed for assessment, including proximity to values and linkage to overall community wildfire risk reduction activities.</p> <p>The first area proposed for assessment and treatment is the Ministry of Transportation right-of-way along Eastside Road from Okanagan Landing south to the end of the road. This area is approximately 8 km long by approximately 50 m wide. This treatment polygon contains a wide variety of fuels including: grass/herb; shrub/grass; shrub/conifer; and, closed canopy conifer.</p>	

Surface fuels range from low loading in the grass/herb type to heavy loading in the closed canopy conifer type. Adjacent fuels on private land are predominantly closed canopy conifer with multiple canopy layers and heavy surface fuels. In many areas heavy woody fuel loading is mixed with grass.

Values directly adjacent to this treatment unit include private residences valued at more than \$5 billion, and key communications and energy infrastructure. The Eastside Road is the sole route of egress for the residences in this area.

This component of the grant application is focused on reducing potential fire behavior along the sole egress route.

The second area proposed for assessment comprises dozens of small (<5 ha), vegetated parcels of City-owned land scattered around the City proper. These parcels contain a wide range of vegetation assemblages and fuel conditions (mostly surface fuels), including grass/herb dominated sites, hardwood shrub dominated sites, and mixed grass/scattered conifer sites. This component of the grant application is focused on inventorying hazardous fuels conditions followed by the development of a vegetation management guide for the City's Public Works Department. One of the parcels in Okanagan Landing, along Apollo Road, will be targeted for prescribed burn operations as part of firefighter training.

- 5. Rationale.** Please provide a rationale for the necessity of the proposed assessment (e.g. improved suppression opportunities along main access corridor, linkages to larger fuel breaks).

The Eastside Road assessment is necessary to determine the most appropriate treatment strategy along this key egress route. Safety of those evacuating the area as well as fire suppression personnel entering it would be greatly improved following treatment assessment and treatment (for a period of time - this area will require regular maintenance). As well, key communications and energy infrastructure (critical to evacuation notification) will be protected.

The small City-owned parcel assessment is necessary in order to determine the current level of hazard for each parcel, the most appropriate treatment strategy, and how often to conduct maintenance treatments. This work is intended for the City's Public Works Department to carry-out and a guide will be used to help set staffing requirements during the spring and summer months.

Additional information (e.g. fire history, weather trends, prevailing winds, etc.) that supports the treatment as a priority to mitigate negative impacts to the identified values at risk is required to be submitted with Worksheet 2.

6. Description & Grant Request

Activities related to prescription or burn plan development, including any required assessments, wildfire modeling and information sharing with First Nations. Please describe:	\$
Site evaluation, including field reconnaissance, threat plots and data collection, and the evaluation of site access. Please describe: Activities include: site assessment and mapping of fuel hazards for input into a Stand Management Prescriptions (Apollo Rd and Eastside Rd projects) and long-term treatment strategy document to	\$ 10000

guide City Works Dept work on small, dispersed City parcels.	
Lay out and traversing of proposed areas for treatments. Please describe: Identifying in the field areas of treatment and treatment type in the Eastside Rd project.	\$ 7000
Preparation of all final report requirements, including maps, spatial data and metadata. Please describe:	\$
Grant Request Sub-total:	\$ 17000
Cost per hectare:	\$ 425

SECTION 4: Detailed Project Information – Fuel Management Treatment, including prescribed burns

Note: Refer to the [provincial requirements for planning a burn](#) before completing this section. Only complete this section if you are applying to undertake a fuel management treatment, including prescribed burns, or for phased projects.

7. Hectares. Please indicate the number of hectares to be treated.

Local Government Land: ha

First Nations Land: ha

Provincial Crown Land: 40 ha

8. Description of Proposed Treatment Area(s). Please provide a description of the proposed treatment area(s) including proximity to values and linkage to overall community wildfire risk reduction activities.

The City is proposing to treat hazardous fuels within the Ministry of Transportation and Infrastructure's Eastside Road right-of-way. Treatment will focus on areas of heavy surface fuels and areas of ladder fuels - both conditions, if burning, can significantly impact egress safety. The Eastside Road area has one route of egress in the event of a wildfire or a post-wildfire landslide event. The area has real estate valued at more than \$5 billion. This project compliments more extensive fuel treatment operations being undertaken by the Resource District and BCWS.

9. Rationale. Please provide a rationale for the necessity of the proposed fuel treatment (e.g. improved suppression opportunities along main access corridor, linkages to larger fuel breaks).

Anticipated fuel treatments will result in significantly reduced fire behavior within the road right-of-way and will improve firefighter and public safety in the event of an emergency evacuation. This project is linked to fuel treatments being planned for Ellison Park and another large Crown parcel along Eastside Road.

Additional information (e.g. fire history, weather trends, prevailing winds, etc.) that supports the treatment as a priority to mitigate negative impacts to the identified values at risk is required to be submitted with Worksheet 2.

10. Objectives. Please provide clearly defined objectives and target conditions for fuel management.

This must include fuel reduction loading targets and measures for expected post-treatment fire behaviour outcomes (e.g. reducing crown fire initiation potential by XX and spread by XX from

the adjacent stand by reducing surface fuel loading to XX and increasing height to live crown to XX).

Fuel treatments will focus on reducing surface fire intensity and the initiation and propagation of crown fire within the road right-of-way. Exact fuel loadings and conditions conducive for crown fire pre-and post will not be known until a proper inventory can be carried out. Treatments will focus on removing heavy surface fuels as well as understory conifer canopy layers (raising the canopy base height).

11. Residual Fibre. Please indicate and describe if you expect the removal of residual fibre from the treatment areas to a processing facility. If so, you will be required to provide a cost estimate for this activity in Question 13 below.

12. Information Sharing with First Nations. For Provincial Crown Land only, confirmation from the land manager that information sharing with First Nations has been completed.

An email from the land manager indicating that First Nations information sharing has been completed is required to be submitted with Worksheet 2.

13. Description & Grant Request

Pre-treatment activities: activities required to obtain authorizations, danger tree assessments, notification to First Nations and stakeholders, and public engagement costs. Please describe: Activities include: assessing property lines, danger tree assessments, notification of activities with BC Hydro, and telecommunications companies, and public engagement.	\$ 20000
Treatments: pruning, thinning, tree falling, brushing, grazing, debris management and/or prescribed fire. Please describe: Felling of understory trees, chipping the material and transporting the chips off site. Removal of residual fibre to a processing facility. Please describe and separate this cost from the overall treatment cost:	\$ 80000 \$
Post-treatment activities: completion of threat assessments (only for local government and First Nations land) and signage. Please describe: Activities include: assessment of treatment efficacy and exit interview with the contractor and other stakeholders.	\$ 5000
Preparation of all final report requirements, including maps, spatial data and metadata. Please describe: Activities include drafting the final report as well as maps and metadata.	\$ 5000
Grant Request Sub-total:	\$ 110000
Cost per hectare:	\$ 2750
Expected revenue derived from the sale of forest products:	\$ 0

Note: All other financial contributions for eligible portions of the project must be declared in the final report and, depending on the total value, may decrease the value of the grant. This includes any other

grant funding and any revenue (e.g. sale of forest products) that is generated from activities that are funded by the FireSmart Community Funding & Supports program.

Total Grant Request for Fuel Management Activities:	\$ 127000
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Stand Management Prescription

Apollo Road Treatment Unit MAP 1 of 1

UTM GRID ● UTM Reference

Zone	West				North			
11	3	3	3	4	7	2	5	5
Lat.	119° 20' 7"				Long.			
					50° 14' 15"			

Mag. 16° 8' east of T.N.
Forest Region: Thompson Okanagan
Resource District: Okanagan Shuswap
Land District: Kamloops

Mapsheet: 82L024
Date: October 4, 2019
Mapscale: 1:10 000

Area Summary

Treatment Unit	Gross Area (ha)	NP Unn (ha)	NP Nat (ha)	Reserves (ha)	Net Area (ha)
1	6.0	0.4	0.0	0.0	5.6
TOTAL	6.0	0.4	0.0	0.0	5.6

Ecological Description

Treatment Unit	Ecosystem Restoration Objective	BEC	Site Series Composition
1	Grasslands	IDFxh1	02/03

Proposed Prescribed Burn Boundary



References

Riparian Management Zone	



TANGLEFOOT
FORESTRY CONSULTANTS LIMITED
P.O. Box 1200 Kamloops, BC V2C 1A2



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Keltie Chamberlain,
Economic Development Planner

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: October 15, 2019
REPORT DATE: September 25, 2019
FILE: ZON00335 / DVP00445

SUBJECT: **REZONING AND DEVELOPMENT VARIANCE PERMIT APPLICATIONS FOR 3610
25TH AVENUE**

PURPOSE:

To review applications to rezone the subject property from Row Housing Residential to Low-Rise Apartment Residential, and to vary Subdivision and Development Servicing Bylaw #3843 to increase the maximum combined access width of 8m for two access points in order to construct 30 stacked row house units at the CMHA Vernon & District location, Albert Place, at 3610 25th Avenue.

RECOMMENDATION:

THAT Council support rezoning application #ZON00335 from RM1 – Row Housing Residential to RH1 – Low-Rise Apartment Residential on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058, See DD272719F;

AND FURTHER, that Council support of ZON00335 is subject to the following:

- a) That the owner provide a 1.5m dedicated road right of way for a walkway on the west side of the property to link 25th Avenue and 24th Avenue in the future;
- b) That the owner dedicate road frontage for a dedicated parking lane for on-street parking on 24th Avenue;
- c) That the owner enter into a Housing Agreement with the City to permit reductions in parking requirements;
- d) That the owner is to provide additional bicycle parking and active transportation options beyond the minimum Zoning Bylaw #5000 requirement to the satisfaction of the City; and
- e) That prior to final reading of the bylaw, that the development permit be ready for issuance;

AND FURTHER, that Council support Development Variance Permit application #DVP00445 to vary the following section of Subdivision and Development Servicing Bylaw #3843 on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058 (3610 25th Avenue):

- a) To vary Section 3.5.4 to increase the maximum combined access width of 8m for two access points.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council not support the Rezoning application #00335 from RM1 – Row Housing Residential to RH1 – Low-Rise Apartment Residential on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058, See DD272719F;

AND FURTHER, that Council not support Development Variance Permit application #DVP00445 to vary the following section of Subdivision and Development Servicing Bylaw #3843 on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058 (3610 25th Avenue):

- a) To vary Section 3.5.4 to increase the maximum combined access width of 8m for two access points.

Note: This alternative does not support the rezoning and development variance applications. The owner would have to develop the property in accordance with the current zoning and comply with Subdivision and Development Servicing Bylaw #3843.

ANALYSIS:

A. Committee Recommendations:

At its meeting of October 1, 2019, the Advisory Planning Committee adopted the following resolution:

THAT the Advisory Planning Committee recommends that Council support the Rezoning application #ZON00335 from RM1 – Row Housing Residential to RH1 – Low-Rise Apartment Residential on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058, See DD272719F;

AND FURTHER, that the Advisory Planning Committee recommends that Council support of ZON00335 is subject to the following:

- a) That the owner is to provide a 1.5m dedicated road right of way for a walkway on the west side of the property to link 25th Avenue and 24th Avenue in the future;
- b) That the owner is to dedicate road frontage for a dedicated parking lane for on-street parking on 24th Avenue;
- c) That the owner enter into a Housing Agreement with the City to permit reductions in parking or loading requirements;
- d) That the owner is to provide additional bicycle parking and Transportation Demand Management beyond the minimum Zoning Bylaw #5000 requirement;

AND FURTHER, that the Advisory Planning Committee recommends that Council support Development Variance Permit application #DVP00445 to vary the following sections of Subdivision and Development Servicing Bylaw #3843 on Lot AMD2, Plan 9095, District Lot 71, ODYD Except Plan M8066 & 20058 (3610 25th Avenue):

- a) To vary Sections 3.5.3 and 3.5.4 to increase the maximum combined access width of 8m for two access points, and reduce the minimum stopping sight distance (MSSD).

B. Rationale:

1. The subject property is located at 3610 25th Avenue, as shown on Figures 1 and 2, and is 0.59 hectare (1.46 acres) in area. The property is designated Residential Medium Density in the Official Community Plan (OCP), and is zoned RM1 – Row House Residential as per Zoning Bylaw #5000.
2. The subject property has an existing building which houses the Canadian Mental Health Association (CMHA) facility, Albert Place. There is an existing 18-unit apartment building with approximately 840 square feet of indoor common area space on the property (Attachment 1). CMHA has been operating Albert Place since 1990.
3. Under the current RM1 – Row Housing Residential zoning a care centre, major is permitted as a primary use (Attachment 2). Uses within the proposed RH1 zoning district include medium density apartments on urban services; apartment housing; care centres, major; group home, major; seniors housing; senior's supportive housing; and stacked row housing (Attachment 3). The maximum density under the land designation would be 44.5 units per acre. Given the subject property parcel size, the theoretical maximum density of the property is 64 units.
4. The owner has submitted a rezoning application in order to construct 30 stacked row housing units. Under the proposed RH1 – Low-Rise Apartment Residential zone, care centres, major and stacked row housing are permitted primary uses.
5. The addition of three buildings in the form of 30 stacked row house units on the site would be comprised of bachelor suites, 1, 2, 3, and 4 bedroom units. The intent is to increase the number of units in a compact building form that would provide an opportunity to include amenity space on the property.
6. The proposed additional units would require additional parking spaces. Zoning Bylaw #5000 Section 4.9.2 has a provision for Council to enter into a housing agreement which contains contractual arrangements to permit reductions in parking or loading requirements. The required parking rate is as follows:

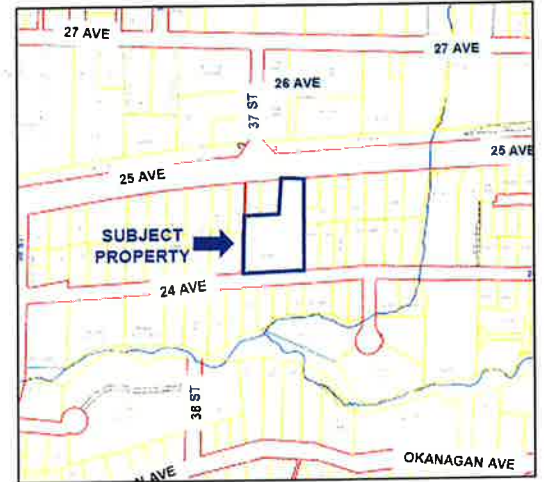


Figure 1: Property Location Map



Figure 2: Aerial Photo of Property Location

ollows.

	Number of Units		Parking Rate Requirement	Parking Space Requirement
	Existing	Proposed		
Bachelor	0	8	1	8
1-Bed	17	7	1.25	30
2-Bed	1	0	1.5	2
3-Bed	0	8	2	16
4-Bed	0	7	2	14
Visitors	48 Units Total		1 per 7 units	7
			Total:	77

There would be 48 proposed units in total on the site which requires 70 residential spaces and seven visitor parking stalls, totalling 77 required spaces. The applicant is proposing to provide a total of 32 parking spaces due to the reduced demand typical of affordable housing. The reduction to the parking rate is addressed later in this report.

7. There is an existing unbuilt road right of way located between 3700 and 3702 25th Avenue and between the subject property and 3705 24th Avenue. An additional 1.5m road right of way on the west side of the property would be provided by this development in order to complete this important pedestrian connection between 25th Avenue and 24th Avenue.

8. The proposed dedicated parking lane on the south property frontage would provide on-street parking in front of the subject property on 24th Avenue. The on-street parking would not be for the exclusive use of residents of the proposed development.

9. The applicant has submitted a parking study which provides the data and research for the proposed number of parking spaces. The parking study (Attachment 4) has provided a proposed parking rate of 0.3 stalls per bedroom. There are a total of 86 bedrooms in the 48 units. The proposed total number of parking spaces is 32 spaces, which includes four electric vehicle charging stations and three accessible parking stalls to provide parking and access for persons with disabilities. The applicant is currently exploring additional active transportation solutions to lessen vehicle demand on the site.

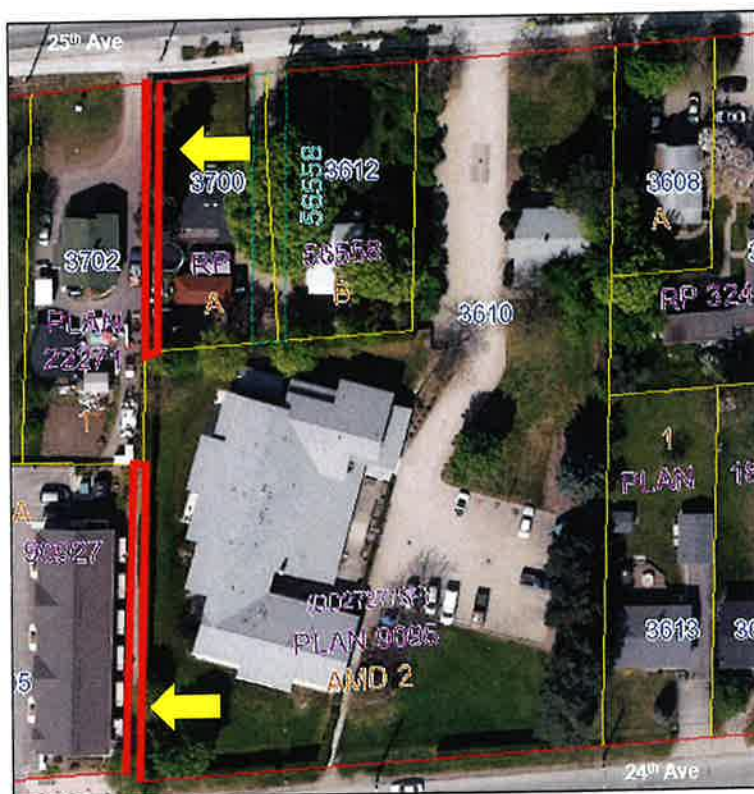


Figure 3: Existing Right of Ways

10. The proposed site design is intended to meet the needs of the residents and provide alternative access routes for vehicles and pedestrians. The reduced parking rate has been calculated based on similar developments and parking rates from other jurisdictions for similar types of development. The proposed parking would include 32 spaces and eight scooter spaces as well as the required Class I and Class II bicycle parking. CMHA provides a shuttle service for the residents that provides the opportunity for shopping and outings from the site. The proposed Class I bicycle storage units would include charging facilities for electric bikes. The parking study concludes that the proposed parking supply should provide adequate parking for the proposed development.
11. The site is located within the 400 metre pedestrian shed, a distance that can be covered in five minutes by walking, and catchment area for transit, and is approximately 350 metres from shopping in the City Centre Neighbourhood. The location is approximately 730 metres from Fruit Union Plaza and Polson Park. This is considered a reasonable distance for accessing public parks, and would be an approximate 8 to 10 minute walk.
12. The dedicated road right of way to the west of the property would provide an important pedestrian connection between 25th and 24th Avenue and also deter pedestrians from using the subject property as a way to access the streets leading to the City Centre and commercial uses beyond. The applicant would be responsible for providing a crosswalk across 24th Avenue at the south end of the proposed pedestrian walkway. This would provide a connection for pedestrians, cyclists, and mobility scooters between the

pedestrian connection and the 24th Avenue sidewalk. The subject property would have connecting pathways from within the site to the dedicated walkway with secure gates for access.

13. The owner has submitted a development variance permit application and rationale (Attachment 5) in order to vary the maximum combined width of 8m for two access points; one on 25th Avenue and one on 24th Avenue. The proposed combined width for the two access points would be 11.9m to allow entry and exit onto the property from 25th Avenue and 24th Avenue. Vehicle traffic from the existing access on 25th Avenue is anticipated to be reduced as a result of the proposed parking layout (Attachment 1), and fewer parking spaces would have access to 25th Avenue than the current parking layout. A new access from 24th Avenue would be provided.
14. The proposed development would provide additional housing units for those in need of CMHA services, and provide an important active transportation link provided between 25th Avenue and 24th Avenue. In addition to the parking study, the location of the subject property, the proximity to amenities, and the intended use of the site all provide a strong rationale for the reduction in parking spaces. In addition, the applicant would enter into a housing agreement with the City as per Zoning Bylaw #5000 to reduce the required parking on the site and provide additional bicycle parking and active transportation strategies. The proposed second access on 24th Avenue would result in less traffic accessing from 25th Avenue onto the site. Hence, Administration is in support of the rezoning and development variance application.
15. If supported by Council, the report will be forwarded to the Affordable Housing Advisory Committee for its review and comment. Any comments received would be included in the Public Hearing process for Council's consideration.
16. During the development permit application review process, the site plan and building elevations would be reviewed for conformity with OCP development permit guidelines and Zoning Bylaw regulations. The Subdivision and Development Servicing Bylaw requirements for any infrastructure upgrades would be addressed during the development permit application and building permit application stages. Administration recommends that final reading of the Bylaw be withheld until the development permit is ready for issuance.

C. Attachments:

Attachment 1 – Site Plan
Attachment 2 – RM1 – Row Housing Residential, Zoning Bylaw #5000
Attachment 3 – RH1 – Low Rise Apartment Residential, Zoning Bylaw #5000
Attachment 4 – Parking Study
Attachment 5 – Development Variance Rationale

D. Council's Strategic Plan 2019 – 2022 Goals/Action Items:

The subject involves the following goals/action items in Council's Strategic Plan 2019 – 2022:

- Develop affordable housing partnerships, including the use of City lands
- Streamline the residential development approval process
- Streamline red tape to facilitate more development
- Promote transit oriented housing and mixed use development
- Work towards a sustainable Vernon – environmentally, economically and socially

E. Relevant Policy/Bylaws/Resolutions:

1. The subject property is designated RMD – Residential Medium Density Official Community Plan (OCP). The current zoning of the lots is RM1 – Row Housing Residential.

2. The Local Government Act provides Council with the authority to vary local bylaws based on site specific considerations. The granting of such variances does not set a precedent within the community for future variances to be based upon, as each variance application must be evaluated on its own merit and potential implications to the whole community and the specific neighbourhood.

BUDGET/RESOURCE IMPLICATIONS:

N/A

Prepared by:

Oct 4 2019 12:02 PM

X



Keltie Chamberlain

DocuSign

Keltie Chamberlain
Economic Development Planner

Oct 4 2019 12:05 PM

X



Kim Flick

DocuSign

Kim Flick
Director, Community Infrastructure and Development

Approved for submission to Council:

Will Pearce, CAO

Date:

07. OCTOBER 2019

REVIEWED WITH

- ☐ Corporate Services
☐ Bylaw Compliance
☐ Real Estate

- ☐ RCMP
☒ Fire & Rescue Services
☐ Human Resources
☐ Financial Services
☒ COMMITTEE: APC (Oct. 1/19)
☐ OTHER:

- ☐ Operations
☐ Public Works/Airport
☐ Facilities
☐ Utilities
☐ Recreation Services
☐ Parks

- ☒ Current Planning
☒ Long Range Planning & Sustainability
☒ Building & Licensing
☒ Engineering & Development
☐ Infrastructure Management
☒ Transportation
☒ Economic Development & Tourism

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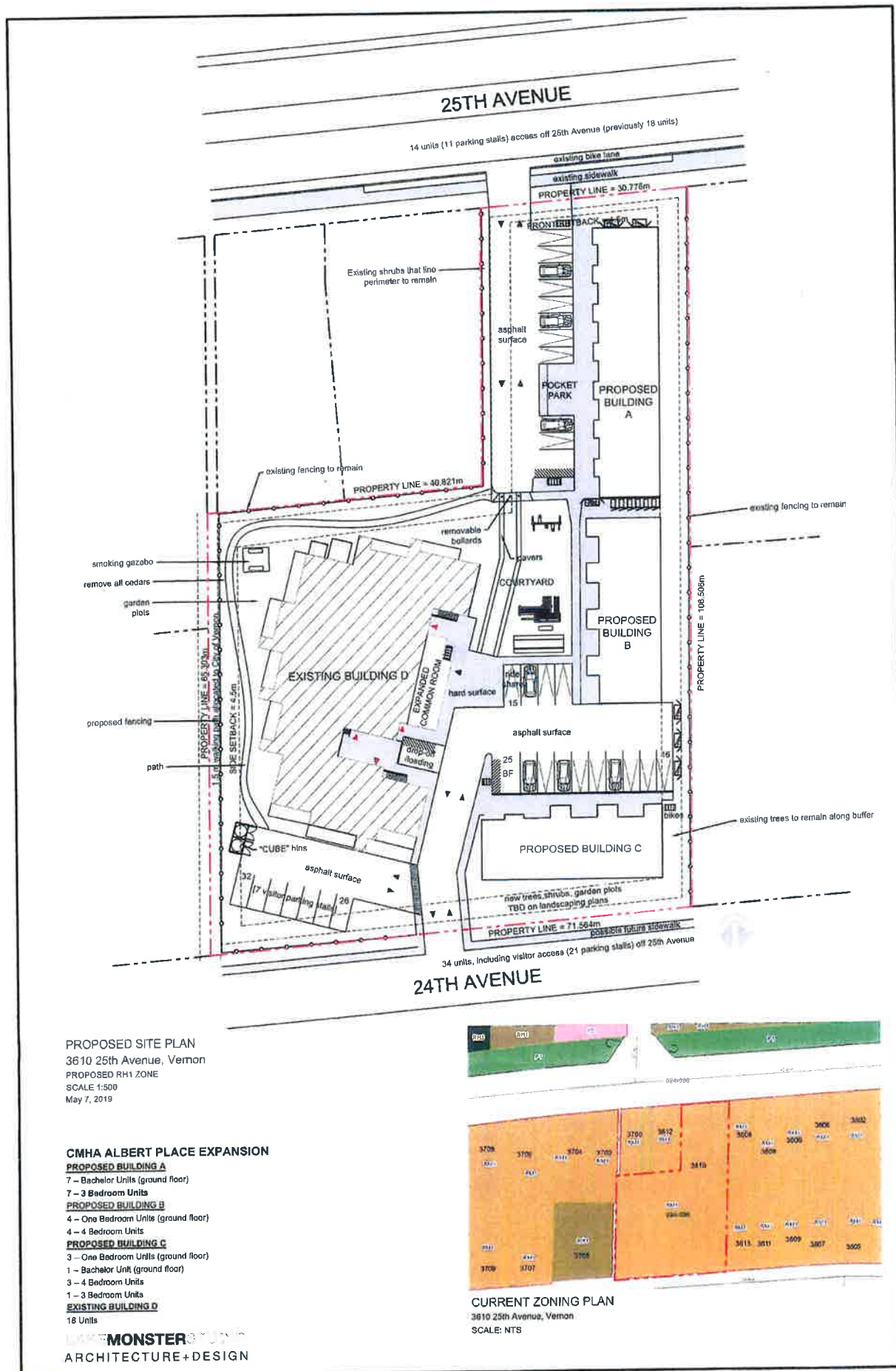
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AND

REZONING\20

Applications\ZON00335\2

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RM1**9.10 RM1 : Row Housing Residential****9.10.1 Purpose**

The purpose is to provide a **zone** for ground oriented medium **density row housing** on urban services.

9.10.2 Primary Uses

- care centre, major
- duplex housing
- four-plex housing
- group home, major
- row housing
- semi-detached housing
- seniors housing
- single detached housing

9.10.3 Secondary Uses

- boarding rooms (*Bylaw 5440*)
- care centres, minor
- home based businesses, minor
- secondary suites (in single detached housing only)
- seniors assisted housing
- seniors supportive housing

9.10.4 Subdivision Regulations

- Minimum **lot width** is 26.0m, except it is 7.5m for fee simple **row housing** and **semi-detached dwellings**.
- Minimum **lot area** is 800m², or 10,000m² if not serviced by a **community sewer system**.
- Maximum **density** is 48.0 units per gross hectare (19.5 units/gross acre).
- Maximum **site coverage** is 65% and together with driveways, parking areas and **impermeable surfaces** shall not exceed 85%.

9.10.5 Party Wall Subdivision Regulations

Lot Type	Minimum Lot Area		Minimum Lot Width	
	interior	corner	interior	corner
Semi-Detached Housing	225m ²	275m ²	7.5m	9.0m
Row Housing	150m ²	200m ²	6.5m	7.8m

9.10.6 Development Regulations

- With a housing agreement pursuant to Section 4.9, the maximum **density** shall be 60.0 units per gross hectare (24.5 units/gross acre).
- Where **parking spaces** are provided completely beneath habitable space of a primary **building** or beneath useable common amenity areas, providing that in all cases the **parking spaces** are screened from view, the maximum **density** shall be 60.0 units per gross hectare (24.5 units/gross acre). Where all the required parking is not accommodated completely beneath the habitable space of a primary **building** or useable common amenity areas, the additional density permitted shall be determined

through multiplying the additional 12.0 units per gross hectare (5 units/gross acre) by the percentage of parking proposed to be provided beneath habitable space of a primary **building** or useable common amenity areas.

- Maximum **site coverage** is 50% and together with driveways, parking areas and **impermeable surfaces** shall not exceed 55%.
- Maximum **height** is the lesser of 10.0m or 2.5 **storeys**, except it is 4.5m for **secondary buildings** and **secondary structures**.
- Minimum **front yard** is 4.0m, except it is 6.0m from a garage or **carport** to the back of curb or sidewalk for vehicular entry.
- Minimum **side yard** is 1.2m, or 0.0m for shared interior **party walls** except it is 4.5m from a **flanking street**. Where there is no direct vehicular access to the **rear yard** or to an attached garage or **carport**, one **side yard** shall be at least 3.0m. The **side yard** is 0.0m for fee simple **row housing** and **semi-detached dwellings**.
- Minimum **rear yard** is 6.0m, except it is 1.0m for **secondary buildings**.
- Maximum six **dwelling** units located in a **building**, with each row housing unit having a minimum width of 6.5m and 7.5m for semi-detached housing units.

9.10.7 Other Regulations

- For multi-unit residential housing, one **office** may be operated for the sole purpose of the management and operation of the multi-unit residential **development**. (*Bylaw 5540*)
- In order for bareland strata **development** to be consistent with the character of the surrounding neighborhood, the strata plan shall be considered as one **site** for defining the overall use, **density** and **site coverage**.
- The above noted **subdivision** and **development** regulations shall be applied to each strata **lot** within the strata plan.
- For strata developments, common recreation buildings, facilities and amenities may be included in the strata plan. Recreational buildings shall be treated as **secondary buildings** for the purpose of determining the size, **height** and **setbacks** of the **building** as specified in each **zone**.
- A minimum area of 25m² of private open space shall be provided per **dwelling**.
- Vehicular access to the **development** is only permitted through either a driveway shared by at least 3 units or a rear **lane**.
- For **seniors assisted housing, seniors housing and seniors supportive housing**, a safe drop-off area for patrons shall be provided on the **site**.
- No more than 6 **dwellings** may be located in a **row house building**.
- In addition to the regulations listed above, other regulations may apply. These include the general **development** regulations of Section 4 (secondary **development, yards**, projections into **yards**, lighting, agricultural setbacks, etc.); the specific use regulations of Section 5; the **landscaping** and fencing provisions of Section 6; and, the parking and loading regulations of Section 7.
- As per Section 4.10.2 - All **buildings and structures, excluding perimeter fencing (garden walls and fences)** on **lots abutting** City Roads as identified on Schedule "B" shall not be sited closer to the City Road than the setback as per the appropriate zone measured from the offset Rights of Way as illustrated on Schedule "B". (*Bylaw 5440*)

RH1

9.12 RH1 : Low-Rise Apartment Residential

9.12.1 Purpose

The purpose is to provide a **zone** primarily for medium **density** apartments on urban services.

9.12.2 Primary Uses

- apartment housing
- care centres, major
- group home, major
- seniors assisted housing
- seniors housing
- seniors supportive housing
- stacked row housing

9.12.3 Secondary Uses

- home based businesses, minor
- real estate sales centres (in apartment housing only)

9.12.4 Subdivision Regulations

- Minimum **lot width** is 30.0m.
- Minimum **lot area** is 1400m², or 10,000m² if not serviced by a **community sewer system**.

9.12.5 Development Regulations

(a) Density:

The maximum Floor Space Ratio (FSR) is 1.50, except that:

- With a housing agreement pursuant to Section 4.9, the maximum **density** shall be increased by FSR 0.25; and
- Where **parking spaces** are provided completely beneath habitable space of a primary **building** or beneath useable common amenity areas, providing that in all cases the parking spaces are screened from view, the maximum **density** shall be increased by FSR 0.25; or
- Where all the required parking is not accommodated completely beneath the habitable space of a primary **building** or useable common amenity areas, the additional density permitted shall be determined through multiplying the FSR 0.25 by the percentage of parking proposed to be provided beneath habitable space of a primary **building** or useable common amenity areas;

Provided that the maximum Floor Area Ratio with all bonuses shall not exceed FSR 2.00.

(b) Building Regulations:

- Maximum **site coverage** is 65% and together with driveways, parking areas and **impermeable surfaces** shall not exceed 85%.
- Maximum **height** is the lesser of 16.5m or 4.5 **storeys**, except it is 4.5m for **secondary buildings** and **secondary structures**.

- Minimum **front yard** is 4.5m.
- Minimum **side yard** is 4.5m, except it is 4.5m from a **flanking street**.
- Minimum **rear yard** is 9.0m, except it is 1.0m for **secondary buildings**. (Bylaw 5661)

9.12.6 Other Regulations

- A minimum area of 5.0m² of private open space shall be provided per **bachelor dwelling, congregate housing bedroom** or group home **bedroom**, 10.0m² of private open space shall be provided per 1 **bedroom dwelling**, and 15.0m² of private open space shall be provided per **dwelling** with more than 1 **bedroom**.
- No continuous **building frontage** shall exceed 40.0m for a 3 to 4.5 **storey building**, or 65.0m for a 2 **storey building**. If the frontage is interrupted by an open courtyard equivalent in depth and width to the **building height**, the maximum continuous 4.5 **storey building frontage** may be 80.0m provided that no **building** section exceeds 40.0m.
- For multi-unit residential housing, one **office** may be operated for the sole purpose of the management and operation of the multi-unit residential **development**. (Bylaw 5440)
- For **seniors assisted housing, seniors housing and seniors supportive housing**, a safe drop-off area for patrons shall be provided on the **site**.
- In addition to the regulations listed above, other regulations may apply. These include the general **development** regulations of Section 4 (secondary **development, yards**, projections into **yards**, lighting, agricultural setbacks, etc.); the specific use regulations of Section 5; the **landscaping** and fencing provisions of Section 6; and, the parking and loading regulations of Section 7. (Bylaw 5339)
- As per Section 4.10.2 - All **buildings and structures, excluding perimeter fencing (garden walls and fences)** on **lots abutting** City Roads as identified on Schedule "B" shall not be sited closer to the City Road than the setback as per the appropriate zone measured from the offset Rights of Way as illustrated on Schedule "B". (Bylaw 5440)



MEMO

TO: Lindsey Fraser, Terra Housing, Mrs. Ellen Croy, Transportation Planner, City of Vernon

COPY: Ms. Julia Payson, Executive Director Canadian Mental Health Association, Vernon and District Branch

FROM: Greg Cockburn, EIT, Christine Benedek, P.Eng.

SUBJECT: CMHA Albert Place Parking Study

DATE: April 11, 2019

INTRODUCTION

The Canadian Mental Health Association (CMHA) Vernon branch, in partnership with BC Housing and Interior Health, is responsible for over 140 mental health and low-income units in the Vernon area. Albert Place, located at 3610 – 25th Avenue, is one of CMHA's low-income facilities and includes 17 one-bedroom units and 1 two-bedroom unit. CMHA is currently seeking to expand the number of units at Albert Place to include an additional eight bachelor units, seven 1-bedroom units, eight 3-bedroom units, and seven 4-bedroom units. As part of the expansion, CMHA is seeking a variance from the City of Vernon on the parking supply. The City requested a parking study to support the variance request and provide information on typical parking usage at similar facilities and a review of bylaws at other municipalities.

To assess typical parking rates for social housing facilities, WSP conducted a review of similar facilities and municipal bylaws. WSP conducted a series of interviews with facility managers and municipal authorities as well as facilitated the distribution of questionnaires.

DEVELOPMENT DETAILS

EXISTING FACILITY

Albert Place is currently zoned RM1 Row Home Residential and includes one structure with 17 1-bedroom units and one 2-bedroom unit. Figure 1 shows the location of the facility relative to the City Centre Neighbourhood Plan Area.

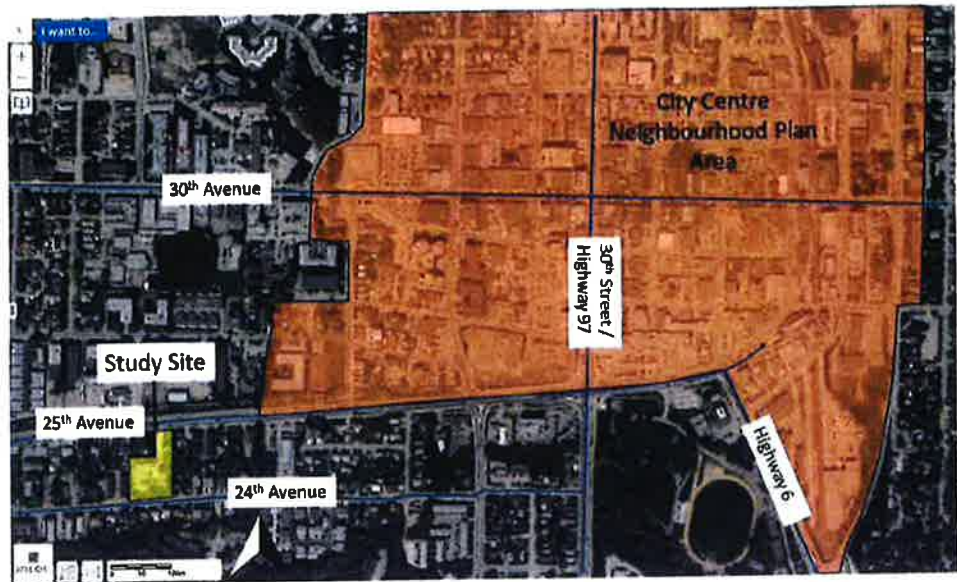


Figure 1: Study Site and City Centre Neighbourhood Plan Area¹

Current tenants of Albert Place include Households in Need and Rent Geared to Income (RGI). Table 1 provides details of the current facility.

Table 1: Summary of Existing Albert Place Facility

NET FLOOR AREA (m ²)	UNIT MIX	CLIENTELE	PARKING
1,030	1-bedroom units: 17 2-bedroom units: 1	Households in need and Rent Geared to Income (RGI)	Resident Spaces: 29 Visitor Spaces: 7

The site currently has a total of 36 parking spaces for tenant and visitor use, of which 7 have been assigned to tenants. The resident parking spaces translates to around 1 stall for every 0.6 units or 1.6 stalls per unit.

The site is located adjacent to the Okanagan Landing Multi-Use Path which is a 6 km paved off-road multi-use path that runs East-West from 32nd Street (Highway 97) to Waterfront Trail Park at Okanagan Lake. The Okanagan Landing Multi-Use Path is located on the North side of 25th Avenue. Sidewalks are located on the South side of 25th Avenue and on the South side of 24th Avenue. There is also a transit stop on 24th Avenue near 39th Street, approximately 300m West of Albert Place that is serviced by Route 5: South Vernon.

The only access to the complex is off 25th Avenue, an Arterial road with two travel lanes each direction and a two-way left turn lane. The site backs onto 24th Avenue, a two-lane local road, but does not currently have an access onto 24th Avenue.

¹ Base image courtesy of Regional District of North Okanagan Map, AeroQuest Ortho Photo 2016

On-street parking is permitting on 24th Avenue, as shown in Figure 2, but not on 25th Avenue.



Figure 2: 24th Avenue Parking

Although on-street parking is permitted on 24th Avenue, Albert Place does not use it because there is no access to the site from 24th Avenue. All tenants and visitors of Albert Place currently park within the site.

PROXIMITY TO NEARBY AMENITIES

Albert Place is near several amenities, most of which are within walking and cycling distance along routes with sidewalks, bicycle lanes, and/or multi-use paths. This includes schools, hospital, doctor offices, and other amenities.

It falls within the Mission Hill Elementary and Clarence Fulton Secondary School catchment areas. Mission Hill Elementary is a 1.2km walk south of Albert Place with sidewalks and off-road pathways. Clarence Fulton Secondary School is 2.8km West via the Okanagan Landing Multi-Use Path. There is medical service offices 650m east and Vernon Jubilee Hospital is 1.4km east. All of these amenities are accessible by walking, cycling, mobility scooter, and transit.

Figure 3 shows the study site and the nearby amenities.

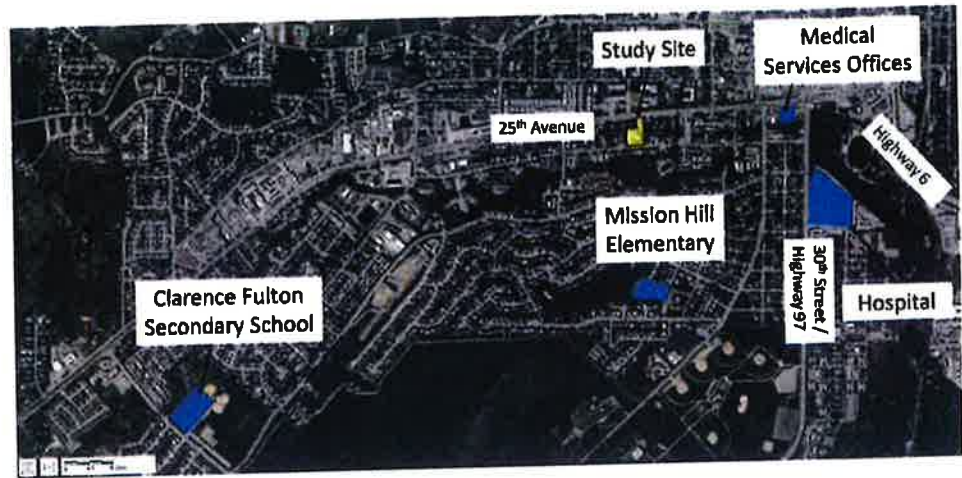


Figure 3: Study Site and Nearby Amenities

It should be noted that Mission Hill Elementary and Vernon Jubilee Hospital are uphill from Albert Place.

PROPOSED EXPANSION

CMHA is proposing to rezone the site to RH1 Low-Rise Residential with a primary use of Apartment, Seniors, Stacked Row Housing and add the following units:

- Eight bachelor units;
- Seven 1-bedroom units geared to seniors;
- Eight 3-bedroom units geared to families; and,
- Seven 4-bedroom units geared to families.

The proposed expansion is fully funded through BC Housing from their Community Housing Fund program. As part of the agreement to receive the funding, the following mix of rents and incomes within the facility must be met²:

- 30% Affordable Market Housing (moderate income)
- 50% Rent Geared to Income (housing income limit)
- 20% Deep Subsidy

The new site will include a total of 24 tenant parking spaces, 7 visitor parking spaces, and 1 car share parking space for a total of 32 spaces. The car share program has not yet been finalized and if no agreement can be reached with a service provider the space will be allocated to the tenant parking spaces. The facility will also have 8 secured mobility scooter parking spaces available for the 8 bachelor units. This translates to 1 stall per 2 units or 0.5 stalls per unit and 1 visitor stall per 7 units. Table 2 provides a breakdown of the proposed expansion.

² Base image courtesy of Regional District of North Okanagan Map, AeroQuest Ortho Photo 2016

³ <https://www.bchousing.org/partner-services/funding-opportunities-for-housing-providers/building-BC-community-housing-fund>



Table 2: Summary of Proposed Development (including existing)

NET TOTAL FLOOR AREA (m ²)	UNIT MIX	CLIENTELE	PARKING (PROVIDED)	BYLAW REQUIRED PARKING
3,517	Bachelor: 8 1-bedroom: 25 3-bedroom: 8 4-bedroom: 7	Households in need and Rent Geared to Income (RGI)	Resident Spaces: 24 Visitor Spaces: 7 Class I Bicycle ¹ : 24 Class II Bicycle ² : 12 Car Share Spaces ³ : 1 Secure Mobility Scooter Spaces: 8	Resident Spaces: 70 Visitor: 7 Class I Bicycle ¹ : 24 Class II Bicycle ² : 12

¹ Class I Bicycle parking is defined as parking that is provided for residents, student, or employees of a development.

² Class II Bicycle parking is defined as parking that is provided for patrons or visitors of a development.

³ Car share program not yet finalized, space may be reallocated to tenant spaces if no agreement can be reached.

The proposed land uses do not require any secure mobility scooter spaces but by providing the spaces, the demand for parking spaces is expected to be reduced.

The proposed site layout is included in Appendix C and shows a secondary access onto 24th Avenue will be added. The visitor parking area will be accessed from 24th Avenue and there will be an emergency vehicle only connection between 24th Avenue and 25th Avenue within the site. Some units will access parking from 25th Avenue.

FACILITY REVIEW

As part of this study, WSP conducted a review of several similar facilities and interviewed their respective operations and management staff. A series of questions were asked of the companies to generate a profile for each facility and get an understanding of the parking supply and enforcement requirements. A copy of the questionnaire is provided in Appendix A.

The facilities and their respective operating companies are summarized in Table 3.

Table 3: Summary of Facilities Contacted

FACILITY	LOCATION	OPERATING COMPANY
Yin-Ho Gardens	4206 Alexis Park Drive, Vernon, BC	CMHA
Belvedere Villa	1708 32 nd Street, Vernon, BC	CMHA
Melrose	3003 28 th Avenue, Vernon, BC	CMHA
Stokstad Place	1693 Tranquille Road, Kamloops, BC	Interior Community Services
Spencer Court	1580 Summit Drive, Kamloops, BC	Interior Community Services
Glenfair Housing	1100 Glenfair Drive, Kamloops, BC	Interior Community Services

YIN-HO GARDENS

Table 4 provides a summary of Yin-Ho Gardens including units, clientele and parking spaces.

Table 4: Yin-Ho Facility Summary

LOT AREA (m ²)	UNIT MIX	CLIENTELE	PARKING
7,998	1-bedroom units: 5 2-bedroom units: 10 2-bedroom townhome: 14 3-bedroom townhomes: 14	Households in need and Rent Geared to Income (RGI)	Resident Spaces: 54 Visitor Spaces: 6

Parking is assigned ad-hoc and done on an as-requested basis, meaning that a unit does not automatically get a stall, but the tenants must formally request one. Parking stalls are assigned based on vehicle license plate and description. To date, only 40 of the 54 available stalls have been assigned to tenants, the rest remain open for visitors and miscellaneous use. Parking is enforced by housing manager but is not actively enforced, meaning it's only enforced when a complaint is received. According to the housing manager, complaints are infrequent and are often just tenants parking in incorrect stalls and is resolved with a telephone call. To date, no complaints of a parking shortage have been received from tenants or visitors.

There is no on-street parking near the facility so all visitors to the site must park on-site. No complaints have been received from adjacent or nearby land owners about parking.

Based on the information provided by the housing manager, the **parking demand** rate for Yin-Ho Gardens is 0.4 stalls per bedroom.

BELVEDERE VILLA

Table 5 provides a summary of Belvedere Villa including units, clientele and parking spaces.

Table 5: Belvedere Villa Facility Summary

LOT AREA (m ²)	UNIT MIX	CLIENTELE	PARKING
974	Bachelor units: 3 1-bedroom units: 13 2-bedroom units: 1	Homeless or at-risk of homeless	Resident Spaces: 7 Gravel Stall: 1 Visitor Spaces: 1

The gravel stall is the only assigned parking at Belvedere Villa. One of the tenants is a tow truck driver and the gravel stall was added to the site to accommodate the tow truck. The tow truck is not used for parking enforcement at the facility. Typically, only two of the 7 available stalls are in use, the rest remain open for visitors and miscellaneous use. Parking is enforced by housing manager but is not actively enforced, meaning it's only enforced when a complaint is received. According to the housing manager, no formal complaints have been received.

There is some on-street parking near the facility, but the area, known as Hospital Hill, is a high demand parking area so on-street parking is often not available. No complaints have been received from adjacent or nearby land owners about parking.

Based on the information provided by the housing manager, the **parking demand** rate for Belvedere Villa is 0.2 stalls per bedroom.

MELROSE

Table 6 provides a summary of Melrose housing facility including units, clientele and parking spaces.

Table 6: Melrose Housing Facility Summary

LOT AREA (m ²)	UNIT MIX	CLIENTELE	PARKING
464	1-bedroom units: 6	Homeless or At-risk of Homelessness	Resident Spaces: 5 Visitor Spaces: 0

Parking is assigned ad-hoc and done on an as-requested basis, meaning that a unit does not automatically get a stall, but the tenants must formally request one. Parking stalls are assigned based on vehicle license plate and description. To date, only 1 stall has been assigned to a tenant, the rest remain open for visitors and miscellaneous use. Parking is enforced by housing manager but is not actively enforced, meaning it's only enforced when a complaint is received. According to the housing manager, no complaints have been received about parking.

There is metered on-street parking near the facility with a 2-hr maximum. No complaints have been received from adjacent or nearby land owners about parking.

Based on the information provided, the **parking demand** rate for the Melrose housing facility is 0.2 stalls per bedroom.

STOKSTAD PLACE

Table 7 provides a summary of Stokstad Place housing facility including units, clientele and parking spaces.

Table 7: Stokstad Place Housing Facility Summary

UNIT MIX	CLIENTELE	PARKING
2-bedroom townhouse: 2 3-bedroom townhouse: 3 4-bedroom townhouse: 1	Household in need, RGI	Combined resident and visitor: 5

Parking is assigned ad-hoc and done on an as-requested basis, meaning that a unit does not automatically get a stall, but the tenants must formally request one. Parking stalls are assigned based on vehicle license plate and description. Currently all stalls are assigned to tenants. Parking is enforced by housing manager but is not actively enforced, meaning it's only enforced when a complaint is received. According to the housing manager, complaints are very infrequent.

There is free on-street parking near the facility, but no complaints have been received from adjacent or nearby land owners about parking.

The **parking demand** rate for Stokstad Place is 0.3 stalls per bedroom.

SPENCER COURT

Table 8 provides a summary of Spencer Court housing facility including units, clientele and parking spaces.

Table 8: Spencer Court Summary

UNIT MIX	CLIENTELE	PARKING
2-bedroom unit: 30 3-bedroom unit: 12 4-bedroom unit: 4	Households in need and Rent Geared to Income (RGI)	Resident Spaces: 46 Visitor Spaces: 0

Parking is assigned ad-hoc and done on an as-requested basis, meaning that a unit does not automatically get a stall, but the tenants must formally request one. Parking stalls are assigned based on vehicle license plate and description. To date, approximately 80% (36 stalls) have been assigned to tenants, the rest remain open for visitors and miscellaneous use. Parking is enforced by housing manager but is not actively enforced, meaning it's only enforced when a complaint is received. According to the housing manager, complaints are infrequent and are often just tenants parking in

incorrect stalls and is resolved with a telephone call. To date, no complaints of a parking shortage have been received from tenants or visitors.

The facility has some internal roads which are occasionally used for loading, but the lanes are fire-lanes, so parking is not permitted. There is no on-street parking available so all visitors to the site must park on-site. No complaints have been received from adjacent or nearby land owners about parking.

The **parking demand** rate for Spencer Court is 0.3 stalls per bedroom.

GLENFAIR HOUSING

Table 9 provides a summary of Glenfair housing facility including units, clientele and parking spaces.

Table 9: Glenfair Housing Summary

UNIT MIX	CLIENTELE	PARKING
Bachelor & Studio units: 70 1-bedroom units: 10	Households in need and Rent Geared to Income (RGI)	Resident Spaces: 50 Visitor Spaces: 0

Parking is assigned ad-hoc and done on an as-requested basis, meaning that a unit does not automatically get a stall, but the tenants must formally request one. Parking stalls are assigned based on vehicle license plate and description. To date, approximately 80% (40 stalls) have been assigned to tenants, the rest remain open for visitors and miscellaneous use. Parking is enforced by housing manager but is not actively enforced, meaning it's only enforced when a complaint is received. According to the housing manager, complaints are infrequent and are often just tenants parking in incorrect stalls and is resolved with a telephone call. To date, no complaints of a parking shortage have been received from tenants or visitors.

There is some laneway parking within the facility and some on-street parking across Glenfair Drive, approximately 100m from the nearest facility. No complaints have been received from adjacent or nearby land owners about parking.

The **parking demand** rate for the Glenfair housing facility is 0.5 stalls per bedroom.

SUMMARY OF FACILITIES

Table 10 provides a summary of the facilities reviewed including number and type of units, parking provided, and parking demand rates per bedroom.

Table 10: Summary of Similar Facilities

FACILITY	UNITS	PARKING DEMAND RATE
Yin-Ho Gardens	1-bedroom units: 5 2-bedroom units: 10 2-bedroom townhome: 14 3-bedroom townhomes: 14	0.4 stalls per bedroom
Belvedere Villa	Bachelor units: 3 1-bedroom units: 13 2-bedroom units: 1	0.2 stalls per bedroom
Melrose	1-bedroom units: 6	0.2 stalls per bedroom
Stokstad Place	2-bedroom townhouse: 2 3-bedroom townhouse: 3 4-bedroom townhouse: 1	0.3 stalls per bedroom
Spencer Court	2-bedroom unit: 30 3-bedroom unit: 12 4-bedroom unit: 4	0.3 stalls per bedroom
Glenfair Housing	Bachelor & Studio units: 70 1-bedroom units: 10	0.5 stalls per bedroom

MUNICIPAL BYLAW REVIEW

In addition to a review of parking usage at similar facilities, WSP reviewed bylaws at several authorities within British Columbia to understand what parking bylaws may be used for social housing in other locations.

Bylaws for the following authorities were reviewed:

- City of Vernon
- City of Kelowna
- City of Kamloops
- City of Victoria

Table 10 provides a summary of the parking bylaws for each of the authorities. The last column in the table shows how many parking spaces would be required if the development was going to be built at these municipalities. The number of parking stalls was determined for the proposed site as described previously in Table 2.

Table 11: Municipal Parking Requirements Comparison

MUNICIPALITY	LAND USE	PARKING BYLAW REQUIREMENTS	TOTAL PARKING REQUIRED AS PER BYLAW APPLIED TO STUDY SITE
Vernon	Seniors Housing Stacked Row Housing	1 per bachelor 1.25 per 1 bedroom 2 per 3-4 bedrooms visitor: 1 per 7 units	77 stalls
Kelowna	Apartment Housing Row Housing Stacked Row Housing	1 per bachelor 1.25 per 1 bedroom 2 per 3-4 bedrooms visitor: 1 per 7 units	77 stalls
Kamloops	Multiple Family Social Housing	0.25 per unit visitor: 15%	14 stalls
Victoria	Affordable (affordable dwelling units secured in perpetuity through a legal agreement)	0.2 per unit < 45m ² 0.5 per unit > 45m ² & < 70m ² 0.75 per unit > 70m ² visitor: 0.1 per unit	30 stalls

Both the City of Kamloops and City of Victoria had parking rates specific to social/affordable housing and showed rates significantly lower than that of Apartment Housing within the same municipality.

Staff at the City of Vernon, Kelowna, and Kamloops were each asked a series of questions in addition to the bylaw review to discuss the effects of reduced parking supply at social housing facilities.

CITY OF VERNON

The City of Vernon does not have a Type of Development or Use for Social Housing in Section 7: Parking & Loading of Zoning Bylaw no. 5000. The required parking spaces for a development are determined using the most appropriate Type of Development and associated unit breakdown. However, the North Okanagan Affordable Housing Developers' Package, released in 2012 by the Community Foundation for the North Okanagan and the Vancouver Foundation among several other stakeholders including the City of Vernon, states the following:

Specific recommendations of the Attainable Housing Strategy include:

- *Lowering the development cost charges (DCCs) and other permit fees on secondary suites*
- *Strengthening the strata conversion policy to protect existing rental housing*
- *Restructuring DCCs*
- *Waiving DCCs for non-profit organizations developing affordable housing projects*
- *Assisting the Community Land Trust to acquire land for affordable housing project development*
- *Supporting other non-profits to develop non market units*
- *Appointing a committee to monitor the progress of affordable / attainable housing development in the community*
- *Reviewing parking requirements*
- *Increasing and expanding permitted types of housing*
- *Examining mixed use developments and revitalization tax*
- *Considering inclusionary zoning*

Further, the City of Vernon's OCP includes policies that support the development of affordable housing in the community. These policies include:

- *Exploring innovative ways of supporting attainable housing, including the investigation of recommendations brought forth by the Affordable Housing Committee Attainable Housing Strategy including:*
 - o *Restricting DCCs*
 - o *Reviewing parking requirements*
 - o *Increasing/expanding permitted types of housing*
 - o *Considering inclusionary zoning*
 - o *Examining mixed-use developments and revitalization tax program*

There are some social/affordable housing facilities throughout Vernon which have received parking variances. Of the previously discussed facilities (Yin-Ho Gardens, Belvedere Villa, Melrose, and

Albert Place), Vernon has no records of complaints relating to parking in those areas or of increased demand on bylaw officers in those areas.

The City of Vernon does typically require variance applicants to provide some traffic demand management (TDM) measures to offset parking demand and to provide justification that the TDM measures will offset the demand. Some examples of TDM measures include:

- Additional transit shelter(s)
- More bike parking provided than required
- Bicycle repair stations
- End of trip facilities (e.g. showers and change rooms)
- Car share (whether a company or an internal car share vehicle)
- Transit passes
- Shared parking agreements

The City will review proposals for both asset-based TDM measures (e.g. transit shelters, bike parking, end of trip facilities, etc) and programming based TDM (e.g. transit passes).

CITY OF KAMLOOPS

Parking requirements for developments in the City of Kamloops are governed by Bylaw no. 5-1-2001. A summary of the requirements is provided in Table 11.

Table 12: City of Kamloops Parking Bylaw: RESIDENTIAL & RESIDENTIAL RELATED USES

FACILITY TYPE	PARKING REQUIREMENT	BICYCLE PARKING
Single and two family residential	2 spaces per dwelling unit	n/a
Multiple family density	0.85 spaces per bachelor unit; 1.1 spaces per 1 bedroom unit; 1.6 spaces per 2 bedroom unit; 2.15 spaces per 3 or more bedroom units; plus an additional 15% for designated visitor parking	0.2 spots per unit
Multiple family social housing	0.25 spaces per dwelling unit; plus an additional 15% for designated visitor parking	0.2 spots per unit

The City of Kamloops has an Affordable Housing Developers Package, which states the following:

Definition: The federal government defines affordable housing as costing less than 30% of a household's income. CMHC does a further breakdown and classifies affordable housing by the percentile of rents, for their area, which is calculated annually based on surveys of the housing market. Housing with rents in the 85th, 65th, and 50th percentiles are eligible for

different funding. Similarly, BC Housing, the provincial housing authority, states that housing must cost less than 30% of a household's gross monthly income for it to be considered affordable. In Kamloops, affordable housing is defined as housing that costs no more than 30% of a person's income, when that person's income does not exceed the median income of the area (KAMPLAN 2004, Section III, Neighbourhood, page 35). In this definition, housing includes rent or mortgage payments and all necessary utilities.

Several facilities within the City of Kamloops fall under the Multiple Family Social Housing category and utilize the 0.25 rate. The 0.25 parking rate was adopted by Kamloops over 15 years ago and no formal complaints are on record related to parking shortages or from nearby residents about on-street parking and no additional demand on bylaw enforcement has been observed since the rate was adopted.

Kamloops also offers incentives to offset parking shortages of 5% – 10% with measures such as transit passes or heated indoor bike parking.

CITY OF KELOWNA

The City of Kelowna does not specifically have a parking rate for social housing and instead use the most appropriate breakdown of unit type. However, the Kelowna Healthy Housing Strategy, endorsed by Council on June 25, 2018, identifies off-street parking supply as one of the barriers for providing affordable housing and lists improving housing affordability as one of four key directions. Specific to parking costs, the Strategy states the following:

After decades of widespread, enthusiastic adoption and implementation across North America, off-street parking requirements are now being seen in a different light. In particular, their contribution to housing affordability is more clearly understood. Off-street parking comes at a cost, both in terms of the infrastructure and the opportunity lost for other uses of the space. By setting minimum requirements, City bylaws are requiring all residents to pay for off-street parking, whether they use it or not. Doing this drives up housing costs and acts as a disincentive for sustainable modes of transportation.

This indicates Kelowna recognizes the need to reduce parking supply requirements for affordable housing to make it truly affordable housing.

The City of Kelowna does have some facilities with reduced parking supply, primarily near the main transit exchange, and they have not received any complaints or requests for increased bylaw enforcement from nearby residents or property owners.

The City of Kelowna currently offers incentives to offset parking shortages based on location and primarily support bike share and car share programs.

CITY OF VICTORIA

The City of Victoria commissioned Boulevard Transportation / Watt Consulting Group to complete a Review of Zoning Regulation Bylaw Off-Street Parking Requirements which was completed September 2016. The aim of the study was to review the off-street parking regulations contained in Schedule C of the Zoning Regulation Bylaw with the goal of better aligning parking regulations with the policies and objectives of the Official Community Plan and revise the minimum parking supply rates required to be consistent with actual parking demand.

The study considered vehicle ownership data for three multi-residential lane use types as follows:

- Condominium: Subject to strata title ownership, may or may not allow for rental;
- Apartment: Owned by a single property owner or agency and rented to tenants at market rates; and
- Affordable Housing: Housing sold or rented below market rates, or where land developers contribute to an affordable housing fund.

The results showed a wide range of vehicle ownership rates for affordable housing units ranging from 0.10 to 0.91 per unit with an average of 0.50 vehicles per unit. Most of the affordable housing units surveyed contained two-bedroom, three-bedroom or townhouse units. The survey indicated vehicle ownership was approximately 30% less than non-affordable sites of similar types and that facilities targeting seniors were almost half of those targeting families.

The City of Victoria's current Off-Street Parking Regulations are provided in Table 13.

USE	MINIMUM NUMBER OF PARKING SPACES	MINIMUM OF VISITOR PARKING SPACES
Affordable (affordable dwelling units secured in perpetuity through a legal agreement)	0.20 per dwelling unit that is less than 45 m ²	0.1 spaces per dwelling unit
	0.50 spaces per dwelling unit that is 45 m ² or more, but equal to or less than 70 m ²	
	0.75 spaces per dwelling unit that is more than 70 m ²	

VICTORIA TRANSPORT POLICY INSTITUTE

When researching the City of Victoria bylaw, we also found a research paper by the Victoria Transport Policy Institute titled *Parking Requirement Impacts on Housing Affordability*. This research article examines the impacts of residential parking requirements on housing affordability. In it, the author reviews parking bylaws, vehicle ownership rates, development costs, and parking utilization studies to describe and develop more efficient and equitable strategies that support affordable housing.

The conclusions of the study are that affordable housing facilities typically have a parking demand rate less than 50% of conventional parking standards and applying more accurate and flexible parking requirements can reduce housing costs by 10% or more if additional parking management strategies are implemented. It also found that parking requirements can be reduced for development with unbundled parking (i.e. opt-in parking that tenants must apply for rather than included in rental agreement) as many residents will reduce their parking demand if they are required to directly pay for it.

SUMMARY

Based on research and discussions with facility operators and municipalities, the planned parking supply of 24 tenant stalls, 7 visitor stalls, 1 car share stall, 8 secured/covered scooter stalls as well as the availability of on-street parking along 24th Avenue should provide adequate parking for the proposed 48-unit social housing units. Reliance on a vehicle for travel and parking demand has the potential to be alleviated because:

- The area is well served by Transit
- The site is also adjacent to the Okanagan Landing Multi-Use Path which is a 6 km paved off-road multi-use path that runs East-West from 32nd Street (Highway 97) to Waterfront Trail Park at Okanagan Lake.
- A sidewalk is available on the South side of 24th Avenue and on both sides of 25th Avenue.

Table 13 provides a summary of the parking demand rate for similar facilities in Vernon and Kamloops. The parking demand ranges from 0.2 stalls per bedroom to 0.5 stalls per bedroom with an average of 0.3 stalls per bedroom.

Table 13. Summary of Facility Parking Demand

FACILITY	UNITS	PARKING DEMAND RATE
Yin-Ho Gardens	1-bedroom units: 5 2-bedroom units: 10 2-bedroom townhome: 14 3-bedroom townhomes: 14	0.4 stalls per bedroom
Belvedere Villa	Bachelor units: 3 1-bedroom units: 13 2-bedroom units: 1	0.2 stalls per bedroom
Melrose	1-bedroom units: 6	0.2 stalls per bedroom
Stokstad Place	2-bedroom townhouse: 2 3-bedroom townhouse: 3 4-bedroom townhouse: 1	0.3 stalls per bedroom
Spencer Court	2-bedroom unit: 30 3-bedroom unit: 12 4-bedroom unit: 4	0.3 stalls per bedroom
Glenfair Housing	Bachelor & Studio units: 70 1-bedroom units: 10	0.5 stalls per bedroom



The review of bylaws from municipalities with Affordable Housing specific rates showed parking rates ranged from 0.25 to 0.75 with an average of 0.50 parking stalls per unit.

With the proposed expansion of Albert Place, the facility will have a total of 48 units and 24 tenant stalls. This will result in 0.5 parking stalls/unit or 0.3 stalls per bedroom which is in line with what other municipalities offer at similar locations. Additionally, the proximity to amenities, including transit and multi-use paths, as well as secured mobility scooter parking and on-site bicycle lock-ups is expected to help reduce parking demand.

Based on the amenities provided on-site and findings from reviewing similar facilities and municipal bylaws, the proposed parking supply is considered acceptable.

In the future, the City of Vernon could consider incorporating a similar format to the City of Victoria affordable parking rates into their bylaws where a parking rate for affordable housing is defined and is dependent on the size of the unit. Suggested parking rates for consideration:

- 0.25 to 0.3 parking stalls per one bedroom or less
- 0.5 parking stalls per 2-bedroom units
- 0.75 parking stalls per 3-4 bedroom units or higher

If you have any questions or need more information, please do not hesitate to contact me.

Thank you,

A handwritten signature in blue ink, appearing to read 'Greg Cockburn'.

Greg Cockburn, E.I.T.
Transportation Engineer
WSP Canada Group Limited.

Approved by

Christine Benedek, P.Eng.
Senior Transportation Engineer
WSP Canada Group Limited



APPENDIX A: FACILITIES / AFFORDABLE HOUSING AGENCIES QUESTIONNAIRE

Please respond to as many questions as are applicable.

Date:	
Organization Name and Contact Information:	

1. How many units in the complex (no. of bedrooms per unit) and what is the target clientele?
2. How many parking stalls available for the complex (no. of parking stalls per unit?) and what is the breakdown of the parking supply (i.e. tenant, visitor, staff, etc.)?
3. How are parking stalls assigned and is parking enforced?
4. Are they all occupied/assigned? If no, what is the percentage available?
5. Do you/have you received complaints from residents, visitors, and/or neighbours about parking around the facility?

5.	Do you currently have any variances to your parking bylaw for social or high-density housing, and if so what are the details?
6.	Have you received any complaints from residents about parking availability within the social housing complexes?
7.	Have you received any complaints from adjacent properties about parking near social housing complexes?
8.	Has there been an increased demand on bylaw officers for enforcement of parking in the area around social or high-density housing developments with reduced parking?

Parking Alternative

9.	Do you currently offer any incentives to offset parking shortages or to allow for less than the required parking (e.g. transit passes, car sharing programs, etc.)?
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APPENDIX C: PROPOSED SITE PLAN

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Reason For Variance:

This variance request pertains to section 3.5.3 – 3.5.4 of the *Subdivision and Development Servicing Bylaw #3843*. Two conflict points have been proposed that exceed the maximum 8 metre combined allowed for two access point.

Excerpt from Subdivision and Development Servicing Bylaw #3843:

3.5.3. The maximum width of accesses, measured at the back of walk or back of curb where no sidewalk exists, or at edge of pavement for rural section roads, must be minimized and not exceed 6m for residential low and medium density lots. Commercial and industrial accesses are to be designed based on vehicle turning template design submitted to the City Engineer for acceptance. Where the proposed access width exceeds 9.0m additional works are required within the boulevard area to provide better guidance to the general public (refer to 3.3.2). New development with curb and gutters are to provide a letdown or drop curb only at the defined access location. The use of roll over curbing along more than the defined access for new development is not permitted.

3.5.4. At a minimum, there must be sufficient minimum stopping sight distance (MSSD) for a motorist on the road at an intersection with an access to perceive potential conflicts at the access, and to carry out the actions needed to negotiate the potential conflict safely. Verification of adequate sight distance is required for all new accesses proposed or reuse of existing accesses for new development. The City Engineer may accept provision of a second access to low and medium density residential lots subject to demonstrated need or to address safety concerns. Acceptance of a secondary access is subject to reduction of the primary access width such that the combined access widths do not exceed 8m. The City Engineer may accept provision of a second access to commercial and industrial lots based on accepted design of internal roads, onsite parking, loading and traffic circulation.

Justification For Variance:

This development located at 3610 25th Avenue straddles both 25th and 24th Avenue. The proposed project aims to add 30 additional stacked-row housing units to compliment the existing 18 unit apartment building already on the site. The design intention of this project is to foster community engagement through a central courtyard and allow more access off of 24th Avenue. The City of Vernon requested the building form to address both 24th and 25th Avenue and the design intends to do so. This site will connect future residents to a bike lane off of 25th and is situated in a location where

LAKEMONSTERSTUDIO
ARCHITECTURE + DESIGN

schools, shops, churches close to downtown are within walking distance. Our aim is to foster pedestrian and cycle-friendly lifestyles within this development.

A fire lane is proposed to connect through the site but will be off-limits to automobiles. An eased-edge will connect the drive aisles onto wheel pavers for emergency vehicles complete with removable bollards.

Currently, the only automobile access to the existing 18 unit residential building is off of 25th Avenue. This new design reduces the parking stalls accessing 25th Avenue from +/- 16 down to 11 parking stalls. As such, we believe this design will not be increasing traffic issues off of 25th and will be creating a more active, engaged street off of 24th Avenue where more street life would benefit this neighbourhood.



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Keltie Chamberlain, Economic Development Planner

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: October 15, 2019
REPORT DATE: October 4, 2019
FILE: 4320-20 (LL000075)

SUBJECT: PINT AND PIE – APPLICATION FOR A TRANSFER OF LOCATION FOR AN EXISTING LICENCE

PURPOSE:

To review the application submitted by Karen Penaluna of Pint and Pie for a Liquor Primary Transfer of Location to transfer Licence Number 105131 to the new location at 4011 32nd Street.

RECOMMENDATION:

THAT Council advise the Liquor and Cannabis Regulation Branch that Council supports the application for a Permanent Change to Liquor Licence Number 105131 submitted by Karen Panaluna to transfer an existing liquor primary licence location to 4011 32nd Street (Lot A, Plan 34135, Section 3, Township 8, ODYD), based on the following reasons:

- The subject property is zoned C10 – Tourist Commercial, and is located on the corner of 32nd Street (Highway 97) and 41st Avenue. The zoning district permits the liquor primary establishment.
- The subject property is located within the City Centre Neighbourhood Plan area and there are commercial and residential properties adjacent to the lot. The proposed use and transfer of location of an existing licence allows for the business to relocate to this location.
- The subject property is adequately served with on-site parking. Traffic in the area is not expected to be impacted by the proposed change in hours of liquor sales. Similarly, noise in the area is not expected to change due to the proposed transfer of a licence from outside the City of Vernon.
- The Official Community Plan designates the adjacent properties as CCOM – Community Commercial and MDCOMRES – Medium Density Commercial Residential. Hence, the subject property is compatible with existing and potential surrounding uses for the area.
- The RCMP have indicated that the Pint and Pie operation and the proposed transfer of location of an existing licence do not present any policing concerns.
- The subject property has previously been used as a licenced operation for over a decade. A transfer of location for an existing licence is not expected to negatively impact the community. The subject property has been vacant since approximately 2013 and the area would benefit with a new occupant.
- All owners and occupiers of lands and businesses operating within a 60m radius of the subject property were notified of the application and were provided the opportunity to provide comments to the City. A total of 44 property owners and occupiers, including businesses, were contacted. Advertisements requesting public input were published in the Friday September 27, 2019 and Wednesday October 2, 2019 editions of the Morning Star newspaper. There was one response from the public received by the Friday, October 4, 2019 response deadline in support of the application.

AND FURTHER, that the Liquor and Cannabis Regulation Branch be advised that Council is in support of the subject liquor licence application as it addresses the Liquor and Cannabis Regulation Branch criteria in the following manner:

- Noise in the area is not expected to change due to the proposed transfer of location of an existing licence.
- The subject property was used as a licenced operation for over a decade up to 2013. A transfer of location of an existing licence is not expected to negatively impact the community.
- It is not anticipated that a proposed transfer of location of an existing licence will result in the Pint and Pie, located at 4011 32nd Street (Lot A, Plan 34135, Section 3, Township 8, ODYD), being operated in a manner that is contrary to its primary purpose of a liquor primary / food primary establishment.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council advise the Liquor and Cannabis Regulation Branch that Council does not support the application for a Permanent Change to Liquor Licence Number 105131 submitted by Karen Panaluna to transfer an existing liquor primary licence location to 4011 32nd Street (Lot A, Plan 34135, Section 3, Township 8, ODYD), based on the following reasons: *(to be cited by Council)*;

AND FURTHER, that Council's resolution of non-support addresses the following items in the Liquor and Cannabis Regulation Branch resolution criteria contained in Part 9b of the Application for a Transfer of Location Licence Application form:

- i. The impact to the community if the application is approved: Council reviewed the request to transfer the location of an existing licence and believes the proposed licence amendment would unduly impact the surrounding community in the following manner: *(to be cited by Council)*.
- ii. Views of residents were gathered: A total of 44 property owners and occupiers, including businesses, were contacted. Advertisements requesting public input were published in the Friday September 27, 2019 and Wednesday October 2, 2019, editions of the Morning Star newspaper. There was one response from the public received by the Friday, October 4, 2019, response deadline in support of the application. Based on the input from the public, Council believes: *(to be cited by Council)*.

Note: This alternative is provided should Council not support the proposed liquor licence amendment application. Council can recommend to the Liquor and Cannabis Regulation Branch that the licence be denied based on the Council's concerns. However, the final decision to approve or deny the liquor licence application is made by Liquor and Cannabis Regulation Branch.

2. THAT Council does not wish to provide comments or recommendations to the Liquor and Cannabis Regulation Branch with regard to the application submitted by Karen Panaluna to transfer an existing liquor primary licence location to 4011 32nd Street (Lot A, Plan 34135, Section 3, Township 8, ODYD).

Note: This alternative is provided should Council wish to 'Opt Out' of providing feedback on the proposed liquor licence amendment application. A local government that does not wish to provide input into the licence application in the prescribed circumstances may opt out of providing input on the application under review by providing a resolution indicating that they do not wish to provide input on a particular application. The final decision to approve or deny the liquor licence application is made by Liquor and Cannabis Regulation Branch.

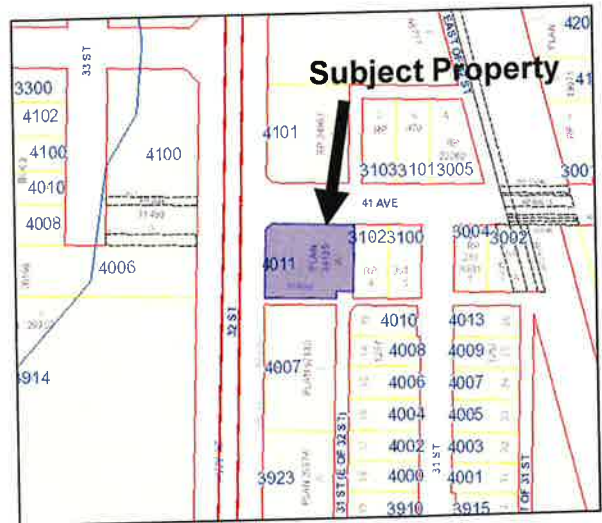
ANALYSIS:

A. Committee Recommendations:

N/A

B. Rationale:

1. The Pint and Pie, located at at 4011 32nd Street Lot A, Plan 34135, Section 3, Township 8, ODYD), has submitted an application to the Liquor and Cannabis Regulation Branch to amend Liquor Primary Licence Number 105131 for a transfer of location of an existing licence (Attachment 1).
2. The transfer of location of an existing licence was for the Copper Island Inn in Scotch Creek, which had a fire at the end of 2017.
3. The Liquor and Cannabis Regulation Branch requires that applicants requesting a change to the conditions of their licence obtain a resolution from the local government in the specific format provided by the Liquor and Cannabis Regulation Branch (the resolution format varies based upon the type of application, and is always dictated by the Liquor and Cannabis Regulation Branch). This report's recommendations are prepared as per the required Liquor and Cannabis Regulation Branch format. A local government that does not wish to provide input into the licence application may opt out by providing a resolution to that effect.
4. The subject property is zoned C10 – Tourist Commercial, and is located on the corner of 32nd Street (Highway 97) and 41st Avenue. The zoning district permits the liquor primary establishment. The subject property is located within the City Centre Neighbourhood Plan area and there are commercial and residential properties adjacent to the lot. The proposed use and transfer of location of an existing licence allows for the business to relocate to this location. It is not expected to generate a negative community impact or negatively impact traffic, parking or noise.



Property Location Map



Aerial Photo of Property Location Map

5. In accordance with the requirements of the Liquor and Cannabis Regulation Branch regulations and City policy, notifications regarding the application were sent to all businesses and property owners within a 60m radius of the subject property. A total of 44 property owners and occupiers, including businesses, were contacted.

In addition, the applicant was required to publish a Notice of Intent in two consecutive editions of the Vernon Morning Star; these notices were published in the Friday, September 27, 2019 and Wednesday, October 2, 2019 editions.

There was one response from the public received by the Friday, October 4, 2019, response deadline in support of the application (Attachment 2).

6. In accordance with the City's policy on Liquor Licence Applications, notification of the application was also forwarded to the local RCMP detachment to allow the opportunity to comment on the potential impact on local policing matters should the application be approved. The RCMP has indicated that the Pint and Pie operation and the proposed transfer of location of an existing licence does not present any policing concerns.
7. The Pint and Pie will occupy a location which has been vacant for approximately six years and would provide a benefit to the area. The proposed transfer of location of an existing licence is supported by Administration.

C. Attachments:

Attachment 1 – Application for a Transfer of Location to a Liquor Licence
Attachment 2 – Public Feedback

D. Council's Strategic Plan 2019 – 2022 Goals/Deliverables:

The subject application involves the following objectives in Council's Strategic Plan 2019 – 2022:

- Streamline red tape to facilitate more development

E. Relevant Policy/Bylaws/Resolutions:

N/A

BUDGET/RESOURCE IMPLICATIONS:

N/A

Prepared by:

Oct 8 2019 8:56 AM

X

Keltie Chamberlain



DocuSign

Keltie Chamberlain,
Economic Development Planner

Approved for submission to Council:

Will Pearce, CAO

Date:

08. OCTOBER 2019

X

Signer 2

Kim Flick
Director, Community Infrastructure and Development

REVIEWED WITH

- | | | |
|--|---|--|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input checked="" type="checkbox"/> Current Planning |
| <input checked="" type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input type="checkbox"/> Building & Licensing |
| <input checked="" type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input type="checkbox"/> Engineering & Development |
| <input type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services | <input type="checkbox"/> Infrastructure Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Parks | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Financial Services | | <input checked="" type="checkbox"/> Economic Development & Tourism |
| <input type="checkbox"/> COMMITTEE: | | |
| <input type="checkbox"/> OTHER: | | |

G:\3700-4699 LEGISLATIVE AND REGULATORY SERVICES\4320 LICENSES - LIQUOR\20 Applications\LL000075\190930_kc_COUNCIL_RPT_LL75.docx



Liquor and Cannabis Regulation Branch
400-645 Tye Road, Victoria, BC 9A 6X5
Mail: PO Box 9282 Stn Provincial Govt, Victoria, BC V8W 9J8
Phone: 1 866 209-2111 Fax: 250-952-7066

RECEIVED JUN 28 2019

LIQUOR PRIMARY TRANSFER OF LOCATION LICENCE APPLICATION

Liquor and Cannabis Regulation Form LCRB095

Instructions:

Using the attached guide, complete this application form and assemble all required documents. Once complete, follow instructions for submitting your application package to local government/first nation and the Liquor and Cannabis Regulation Branch.

Part 1: Licence

Office use only

Job No. _____

Licence Number:

105131

Transfer of Location for: ☒ Liquor Primary ☐ Liquor Primary Club**Part 2: Licensee**

Name:

KAREN PENALUNA

Mailing address:

3414 18th AVE

Street

VERNON

City

BC

Province

V1T1E3

Postal Code

Contact Person:

KAREN PENALUNA

(Full name)

Telephone:

250 938 0385

E-mail:

karenpenaluna@hotmail.com

The licensee will, if the general manager approves the transfer of location of the licence, be the owner of the business in respect of which the licence was issued

☒ Yes☐ No

At the time of application, the applicant is:

- The owner of or has an agreement to purchase the place or premises that will form the proposed establishment, or
- The lessee or has a binding offer to lease the place or premises that will form the proposed establishment.

☒ Yes☐ No

At the time the relocation application is approved, the applicant will be:

- The owner of the place or premises that forms the establishment, or
- The lessee of the place or premises that forms the establishment (term no less than 12 months).

☒ Yes☐ No**Part 3: Application Contact Person**

Name:

KAREN PENALUNA

Position:

OWNER

Telephone:

250 938 0385

E-mail:

karenpenaluna@hotmail.com

This applicant authorizes the person below to be the primary contact for the duration of the application process only.

Part 4: Current Establishment Information

Establishment name:

COPPER ISLAND INN

Establishment Type:

LP

Establishment address:

4177 SQUIHAX AVE

Street

RD.

SCOTCH CREEK

City

BC

Province

V0E1M5

Postal Code

Part 5: New Establishment Information

Proposed name (if changing): PINT and PIE

Physical address: 14011 32nd Street VERNON BC
Street City Province Postal Code

Telephone: 2509380385 E-mail: Karenpenaluna@hotmail.com

5a. Parcel Identifier (PID): PID 003-006-999

5b. Local Government/ First Nation: CITY of VERNON Local police jurisdiction: RCMP

- 5c. Is this the same street block as the current location? ☐ Yes ☒ No
- 5d. Are you applying to increase the current hours of service or occupant load or add a patio? ☐ Yes ☐ No
- 5e. Identify all endorsements currently on your licence that you wish to keep at the new location:

• CATERING
• FAMILY SERVICE

- 5f. If the transfer is approved, would you like mail sent to this establishment? ☒ Yes ☐ No
- 5g. Will this establishment overlap a food primary licence (aka dual licence)? ☐ Yes ☒ No
- 5h. Is your new establishment a standalone patio with no interior seating? ☐ Yes ☒ No
- 5i. Is this location zoned for liquor service? ☒ Yes ☐ No

Part 6: Establishment Proposal

This section requires several supporting documents to be submitted with your application. Please see the checklist on page 3 of this form for more information regarding letter of intent, floor plans and site map.

- 6a. Will your primary business or establishment type change? ☐ Yes ☒ No

If yes, Identify the new business/establishment type:

6b. Proposed Service Areas:

Complete the following based on your floor plan and occupant load (see page 6 of the guide).

Area No.	Floor Level (e.g. Basement, Main, 2nd)	Indoor	Patio	Occupant Load
1.	<u>MAIN</u>	<u>135</u>		<u>135</u>
2.	<u>Basement</u>			
3.				
4.				
5.				
Total Occupant Load (of all service areas):		<u>135</u>		

6c. Changes to Hours of Liquor Service

☒ Check this box if there are no changes to the current hours of liquor service.

Identify new hours below:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open							
Close							

Part 7: Declaration

Section 57(1)(c) of the *Liquor Control and Licensing Act* states: "A person commits an offence if the person (c) provides false or misleading information in the following circumstances: (i) when making an application referred to in section 12; (ii) when making a report or when required and as specified by the general manager under section 59".

As the licensee or authorized signatory of the licensee, I understand and affirm that all of the information provided is true and complete.

Signature: K. Penaherna
Authorized signatory of the licensee

Name: PENAHUNA KAREN Jo
(last / first / middle)

Position: OWNER
(if not an individual)

Date: JUNE 17th 2019
(Day/Month/Year)

Note: An agent, lawyer or third party operator may not sign the declaration on behalf of the licensee.

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the licensee to ensure that the individual who signs this form is authorized to do so. Typically, an appropriate individual will be as follows:

- If the licensee is an individual or sole proprietor, the individual himself/herself
- If the licensee is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
- If the licensee is a general partnership, one of the partners
- If the licensee is a limited partnership, the general partner of the partnership
- If the licensee is a society, then a director or a senior manager (as defined in the *Societies Act*)

If an authorized signatory has completed the *Add, Change or Remove Licensee Representative* form (LCRB101) and they have specifically permitted a licensee representative to sign this form on the licensee's behalf, the branch will accept the licensee representative's signature.

Part 8: Checklist

Your application package must include the following documents. An incomplete application will delay the licensing process.

- ☐ Completed Transfer of Location Application (this form).
- ☐ Letter of Intent (see page 5 & 6 of the guide).
- ☐ Floor Plan (2 copies) preferably with occupant load (see page 6 of the guide).
- ☐ Site Plan (i.g. Google or hand drawn map) that shows the location of all buildings, parking, road access and other features of the property. Identify all liquor licences and businesses operating at the same site.
- ☐ Proposed Signage if it will contain graphics or images.
- ☐ Golf Courses and Vessels: additional documents listed on page 7 of the guide.
- ☐ Family Food Service, if applicable (see Appendix I on page 9 of the guide).
- ☐ Patio(s), if applicable (see Appendix II on page 10 of the guide).
- ☐ Take your application form, letter of intent and floor plan to Local Government/First Nation (Part 9 below).
- ☐ After Part 9 is completed, submit your application package to the Branch (Parts 10 and 11 below).

Part 9: Local Government/First Nation Confirmation of Receipt of Application

This is to be filled out by the LG/FN prior to submitting this application to the Branch.

Local Government/First Nation (name): City of Vernon

Name of Official: Craig Broderick Title/Position: Manager, Current Planning

Phone: 250 550 3516 E-mail: cbroderick@VERNON.ca

Signature of Official: [Signature] Date: 18/07/2019
(Day/Month/Year)

Check here if the LG/FN will not be providing comment: ☐ Yes ☐ No
Note: The LG/FN cannot provide comment for their own application.

Is this establishment located on Treaty First Nation land? ☒ Yes, opting out of comment

Instructions for Local Government/First Nation (LG/FN)

This serves as notice that an application to transfer the location of a liquor primary (LP) licence is being made within your community. The Branch requests that you consider this application (application form, appendices, floor plan and letter of intent) and provide written comment as outlined in 9a or 9b below.

9a. Object or No Object

If the LP licence is relocating on the same street block with no increase to hours of service or occupant load and no new patio (see question 5d on page 1) then public interest factors should not be affected by this move. The Branch requests written confirmation from LG/FN staff as to whether or not they have any objection to the proposed relocation. Proceed to 9b if this application may affect public interest factors.

☒ Objection ☒ No Objection

Comments:

9b. Resolution/Comment

If the LP licence is relocating further than the same street block, or applying to increase hours of service or occupant load or add a new patio (see question 5d on page 1), then public interest factors would be affected by this move. The Branch requests that you provide a resolution within 90 days of the above received date. Alternatively, LG/FN can create a bylaw delegating staff with the authority to provide comment.

- The applicant will bring their completed LP application form, letter of intent and floor plan to LG/FN.
- If there are any major issues (e.g. zoning), LG/FN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/FN is comfortable with the application proceeding, LG/FN staff will sign Part 9 of the application form and return it to the applicant. LG/FN will keep a copy of the signed application form and supporting documents.
- The applicant will submit the signed application package (with all required documents) to the Branch.
- Branch staff will contact LG/FN to confirm receipt of the application and identify the Branch staff responsible for processing the application.
- Branch staff and LG/FN staff will advise each other if there are any concerns with the proposed application.

To provide a resolution or comment

- Gather public input for the community within the immediate vicinity of the establishment.
- Consider these factors which must be taken into account when providing resolution/comment:
 - The location of the establishment.
 - The person capacity and hours of liquor service of the establishment.
- Provide a resolution/comment with comments on:
 - The impact of noise on nearby residents.
 - The impact on the community if the application is approved.
 - The view of residents and a description of the method used to gather views.
 - The LG/FN recommendations (including whether or not the application be approved) and the reasons on which they are based.
- Provide any reports that are referenced in, or used to determine, the resolution/comment.
- If more than 90 days is required, provide a written request for extension to the Branch.
- If LG/FN opts out, or is the applicant, the Branch will gather public input and contact LG/FN staff for information to assist the Branch in considering the regulatory criteria.

If you have any questions, or the establishment is located on Treaty First Nation land, please call the Branch toll-free at 1-866-209-2111 to speak to the Senior Licensing Analyst.

Part 10: Submit Application Package

Once signed by local government/first nation, submit your complete application package to:

Liquor and Cannabis Regulation Branch
Courier: 400-645 Tyee Road, Victoria BC V9A 6X5
Mail: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8
E-mail: liquor.licensing@gov.bc.ca

If you have any questions, contact us toll-free at 866-209-2111 and ask to speak to the Senior Licensing Analyst for your geographic area. Or email us at liquor.licensing@gov.bc.ca Or visit our website for more information: www.gov.bc.ca/liquorregulationandlicensing

Part 11: Application Fee \$2,000 (non-refundable)

In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email.

Payment is by (choose one):

☒ Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)

☐ Money order, payable to Minister of Finance

☐ Credit card: ☐ VISA ☐ MasterCard ☐ AMEX

☐ I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.

☐ I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

The information requested on this form is collected by the Liquor and Cannabis Regulation Branch under Section 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the Liquor Control and Licensing Act. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.

5 of 5

Liquor Primary Transfer of Location

LCRB095

Credit Card Information (To be submitted by fax or mail only)

Name of cardholder (as it appears on card):

Credit card number:

Expiry date:

(Month)

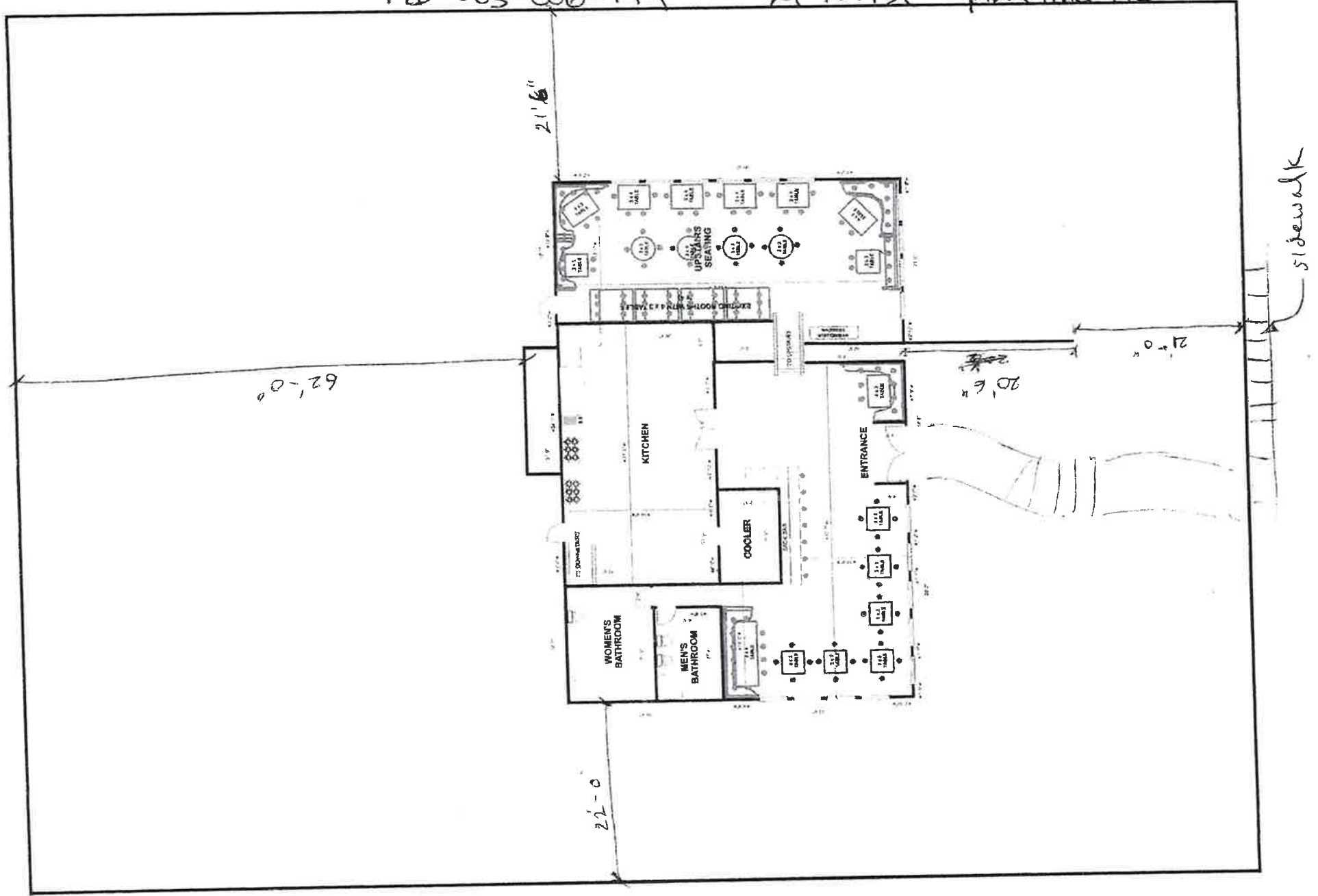
(Year)

SITE PLAN 4011 32nd Street VERNON VITSP2

PLD 003-006-999

HP 105131 PWT and PIF

P246



Keltie Chamberlain

From: Joanne French <joannefrench@hotmail.ca>
Sent: October 2, 2019 12:08 PM
To: Keltie Chamberlain
Subject: Pint and Pie

We welcome the Pint and Pie live right next door at 3102-41 ave. Way better then an empty building where homeless were using drugs and littering and stealing from the houses and business's around us.

It has been empty for years this is a very welcome change for us. Pint and Pie has made many improvements inside and out. We have no problem with this business a their are many other nearby establishments with full liquor licenses,

Joanne Sarkey
3102-41 Ave
Vernon B.C.
Sent from Mail for Windows 10

City of Vernon Disclaimer: This transmission (including any attachments) may contain confidential information, privileged material (including material protected by the FOI act or other applicable privileges), or constitute non-public information. Any use of this information by anyone other than the intended recipient is prohibited. If you have received this transmission in error, please immediately reply to the sender and delete this information from your system. Use, dissemination, distribution, or reproduction of this transmission by unintended recipients is not authorized and may be unlawful.



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Keltie Chamberlain
Economic Development, Planner

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: October 15, 2019
REPORT DATE: September 18, 2019
FILE: 4320-20 (LL000078)

SUBJECT: THE KALAMALKA HOTEL – APPLICATION FOR A STRUCTURAL CHANGE TO THE EXISTING SERVICE AREA

PURPOSE:

To review the application submitted by the Kalamalka Hotel (3004 30th Avenue) for a structural change to the existing service area to include an additional 687 ft² of space for an increase to the occupancy load from 314 to 429 patrons plus staff.

RECOMMENDATION:

THAT Council advise the Liquor and Cannabis Regulation Branch that Council supports the application submitted by the Kalamalka Hotel for a structural change to the existing service area to include an additional 687 ft² of space for an increase to the occupancy load from 314 to 429 patrons plus staff, for Licence Number 018841 held by the Kal Sports Bar in the Kalamalka Hotel located at 3004 30th Avenue (Lot 1-4 Block 68, Plan 327, Section 34, Township 9, ODYD & N 20 FT Lots 49 to 52 and Closed Lane Between), based on the following reasons:

- The subject property is in the C7 – Heritage Business District zoning district and is located on 30th Avenue and 30th Street adjacent to multiple food and liquor primary establishments. The zoning district permits the existing pub and restaurant use.
- The subject property is in the Historic Downtown Character Area in the City Centre Neighbourhood and is surrounded by commercial properties. It is designated Medium Density Commercial and Residential in the Official Community Plan with the surrounding lots designated Mixed Use High Density Commercial and Residential and Medium Density Commercial and Residential. The subject use is compatible with existing and potential surrounding uses for the area.
- The subject property is adequately served with on-site parking. Traffic in the area is not expected to be impacted by the proposed change to the structure. Similarly, noise in the area is not expected to change due to the proposed change to the structure.
- The RCMP has indicated that the structural change at the Kal Sports Bar and the proposed occupancy change do not present any policing concerns.
- The subject property was built in 1892 and is one of the original public houses in Vernon. A change to the structure is not expected to negatively impact the community.
- All owners and occupiers of lands and businesses operating within a 60m radius of the subject property were notified of the application, and were provided the opportunity to provide comments to the City. A total of 144 property owners and occupiers, including businesses, were contacted. Advertisements requesting public input were published in the Friday, September 27, 2019, and Wednesday, October 2, 2019, editions of the Morning Star newspaper. A total of one email from the

public was received by the October 4, 2019 response deadline, with concerns and questions regarding the proposal.

AND FURTHER, that the Liquor and Cannabis Regulation Branch be advised that Council is in support of the subject liquor licence application as it addresses the Liquor and Cannabis Regulation Branch criteria in the following manner:

- Noise in the area is not expected to change due to the proposed change in capacity.
- The subject property has been used as a licenced pub since 1892. A change to the structure is not expected to negatively impact the community.
- It is not anticipated that a proposed change to the structure would result in The Kal Sports Bar, located at 3004 30th Avenue (Lot 1-4 Block 68, Plan 327, Section 34, Township 9, ODYD & N 20 FT Lots 49 to 52 and Closed Lane Between) being operated in a manner that is contrary to its primary purpose of a full service pub.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council advise the Liquor and Cannabis Regulation Branch that Council does not support the application submitted by Kalamalka Hotel for a structural change to the existing service area to include an additional 687 ft² of space for an increase to the occupancy load from 314 to 429 patrons plus staff, for Licence Number 018841 held by the Kal Sports Bar in the Kalamalka Hotel located at 3004 30th Avenue (Lot 1-4 Block 68, Plan 327, Section 34, Township 9, ODYD & N 20 FT Lots 49 to 52 and Closed Lane Between);

AND FURTHER, that Council's resolution of non-support addresses the following items in the Liquor and Cannabis Regulation Branch resolution criteria contained in Part 3 of the Application for a Structural Change to a Liquor Licence form:

- i. The impact to the community if the application is approved: Council reviewed the requested structural change application, and believes the proposed licence amendment would unduly impact the surrounding community in the following manner: *(to be cited by Council)*.
- ii. Views of residents were gathered: A total of 144 property owners and occupiers, including businesses, were contacted. Advertisements requesting public input were published in the Friday, September 27, 2019, and Wednesday, October 2, 2019, editions of the Morning Star newspaper. A total of one email from the public was received by the October 4, 2019 response deadline, with concerns and questions regarding the proposal. Based on the input from the public, Council believes: *(to be cited by Council)*.

Note: This alternative is provided should Council not support the proposed liquor licence amendment application. Council can recommend to the Liquor and Cannabis Regulation Branch that the licence be denied based on the Council's concerns. However, the final decision to approve or deny the liquor licence application is made by Liquor and Cannabis Regulation Branch.

2. THAT Council does not wish to provide comments or recommendations to the Liquor and Cannabis Regulation Branch with regard to the application submitted Kalamalka Hotel for a structural change to the existing service area to include an additional 687 ft² of space for an increase to the occupancy load from 314 to 429 patrons plus staff, for Licence Number 018841 held by the Kal Sports Bar in the Kalamalka Hotel located at 3004 30th Avenue (Lot 1-4 Block 68, Plan 327, Section 34, Township 9, ODYD & N 20 FT Lots 49 to 52 and Closed Lane Between).

Note: This alternative is provided should Council wish to 'Opt Out' of providing feedback on the proposed liquor licence amendment application. A local government that does not wish to provide input into the licence application in the prescribed circumstances may opt out of providing input on the application under review by providing a resolution indicating that they do not wish to provide input on a particular application. The final decision to approve or deny the liquor licence application is made by Liquor and Cannabis Regulation Branch.

ANALYSIS:

A. Committee Recommendations:

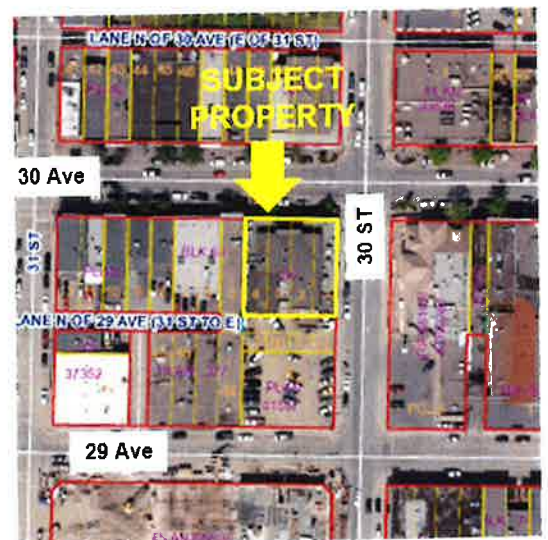
N/A

B. Rationale:

1. The Kal Sports Bar, located at 3400 30th Street, has applied for a structural change to the existing service area to include an additional 687 ft² of space for an increase to the occupancy load from 314 to 429 patrons plus staff, for Licence Number #018841 held by the Kal Sports Bar (Attachment 1).
2. There is no addition to the area of the building or exterior patio, and the parking lot will remain as it is currently configured. There is an approved Minor Development Permit (000804) for exterior façade improvements on the north side of the building on 30th Avenue. This application is for a change to the interior arrangement only.
3. The Liquor and Cannabis Regulation Branch requires that applicants requesting a change to the conditions of their licence obtain a resolution from the local government in the specific format provided by the Liquor and Cannabis Regulation Branch (the resolution format varies based upon the type of application, and is always dictated by the Liquor and Cannabis Regulation Branch). This report's recommendation is prepared as per the required Liquor and Cannabis Regulation Branch format. A local government that does not wish to provide input into the licence application may opt out by providing a resolution to that effect.
4. The subject property is multi-zoned C7 – Heritage Business District and is located on 30th Avenue in the City Centre. The zoning district permits the existing pub use. This area is in the heart of the community and a focal point for businesses and community gathering places and amenities. Having a structural change and increase to occupancy is not expected to generate a negative community impact. Similarly, the proposed change is not expected to have an impact on zoning, traffic, parking or noise.
5. In accordance with the requirements of the Liquor and Cannabis Regulation Branch regulations and City policy, notifications regarding the application were sent to all businesses and property owners within a



Property Location Map



Aerial Photo of Property Location Map

60m radius of the subject property. A total of 144 property owners and occupiers, including businesses, were contacted.

In addition, the applicant was required to publish a Notice of Intent in two consecutive editions of the Vernon Morning Star; these notices were published in the Friday, September 27, 2019 and Wednesday, October 2, 2019 editions. A total of one email was received from the public by the October 4, 2019 response deadline, with concerns and questions regarding the proposal. (Attachment 2).

6. In accordance with the City's policy on Liquor Licence Applications, notification of the application was also forwarded to the local RCMP detachment to allow the opportunity to comment on the potential impact on local policing matters should the application be approved. The RCMP have indicated that the Kal Sports Bar operation and the proposed structural change and increase to occupancy does not represent any particular policing concerns for the detachment.
7. The Kal Sports Bar has been established in the City of Vernon for decades. The business is a popular sports pub in the City Centre. The facility is well managed and has not generated nuisance bylaw complaints in the past. The proposed structural change is not expected to cause any negative community impacts.

C. Attachments:

Attachment 1 – Application for a Structural Change to a Liquor Licence
Attachment 2 – Public Feedback

D. Council's Strategic Plan 2019 – 2022 Goals/Deliverables:

The subject application involves the following objectives in Council's Strategic Plan 2019 – 2022:

- Streamline red tape to facilitate more development

E. Relevant Policy/Bylaws/Resolutions:

N/A

BUDGET/RESOURCE IMPLICATIONS:

N/A

Prepared by:

Oct 8 2019 8:47 AM

X



Keltie Chamberlain

DocuSign

Keltie Chamberlain
Economic Development Planner

Approved for submission to Council:

Will Pearce, CAO

Date: 08 OCTOBER 2019

X 
Signer 2

Kim Flick
Director, Community Infrastructure and Development

REVIEWED WITH

- | | | |
|--|---|--|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input checked="" type="checkbox"/> Current Planning |
| <input checked="" type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input type="checkbox"/> Building & Licensing |
| <input checked="" type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input type="checkbox"/> Engineering & Development |
| <input type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services | <input type="checkbox"/> Infrastructure Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Parks | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Financial Services | | <input checked="" type="checkbox"/> Economic Development & Tourism |
| <input type="checkbox"/> COMMITTEE: | | |
| <input type="checkbox"/> OTHER: | | |

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Liquor and Cannabis Regulation Branch
400-645 Tye Road, Victoria, BC V9A 6X5
Mail: PO Box 9292 Stn Provincial Govt, Victoria, BC V8W 9J8
Phone: 250-952-5787 Fax: 250-952-7066

LIQUOR PRIMARY AND LIQUOR PRIMARY CLUB STRUCTURAL CHANGE APPLICATION

Liquor and Cannabis Regulation Form LCRB012A

What is a Structural Change?

It is defined as a change to the existing approved service area(s), including but not limited to:

- a change in the position of a wall or partial height divider (pony wall) or fixed planters used as separation between/within a service area
- new construction
- the removal or addition of permanent display cabinets, stages or dance floors
- a change to the food and liquor service bar location or size
- in the position of access and exit points leading to or from a licensed service area
- the removal of a service area from the liquor licence
- addition of a new outdoor patio or the removal or expansion of an existing patio
- change to capacity (occupant load) of a licensed establishment with or without changes to the licensed service area(s)
- such other construction or changes the general manager considers may affect patron routing, capacity, or the line of sight between a staff control point and the service area of the establishment.

If you are making changes to the current approved floor plan, other than cosmetic changes, a structural change application is required. If your liquor primary licence overlaps a food primary licence (aka dual licence), a structural change application is also required for the food primary. Note: This does not include cosmetic changes such as changes to existing flooring, wallpaper, reconfiguring tables and chairs, countertops, painting, or changing the type of material used in the perimeter bounding of an outdoor patio.

If you have any questions about this application, call the Liquor and Cannabis Regulation Branch toll-free at 1 866 209-2111.

Licence Information

Licence # affected: 018841

☐ Please check if licence is currently dormant.

If yes, attach a letter signed by the licensee requesting the licence to be reactivated if this application is approved.

Do you currently hold other licences at this location? ☐ Food Primary (Licence #) _____

☒ Liquor Primary (Licence #) 018841 ☐ Licensee Retail Store (Licence #) _____ ☐ UBrew/UVin or Other (Licence #) _____

Licensee name (as shown on licence): KAL SPORTS BAR

Establishment name (as shown on licence): KALAMALKA HOTEL

Establishment Location address: 3004 30th AVE VERNON B.C. V1T 2B9
(as shown on licence) Street City Province Postal Code

Business Tel with area code: 250.549.1011 Business Fax with area code: 250.545.4036

Business e-mail: lindsay@the.kal.ca

Business Mailing address: _____
(if different from above) Street City Province Postal Code

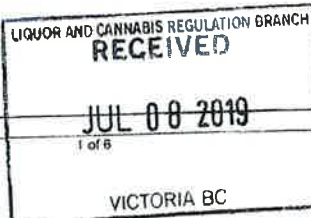
Contact Name: WATERS / LINDSAY. A. Title/Position: General Manager
Last / first / middle

Type of Change Requested

Sub- Job Number
Office use only

Please check ☒ appropriate box(es) below:

Part 1	<input type="checkbox"/> Addition of a New Outdoor Patio	Outdoor Patio (C3-LIC) _____
Part 2	<input type="checkbox"/> Alteration/Renovation <input type="checkbox"/> Removal of an existing service area <input checked="" type="checkbox"/> Other	Structural - capacity change (C3-LIC) _____ Structural - no capacity change (C4-LIC) <u>710694-63</u>



Application Contact Person

This applicant authorizes the person below to be the primary contact for the duration of the application process only.

Name:

LINDSAY WATTERS

Phone number:

250-549-1011

Fax number:

250-545-4036

E-mail address:

lindsay@theKal.ca

Fee: \$440

C3 - LIC

Part 1: Addition of New Outdoor Patio

Provide the following information:

1. Attach one 11" x 17" copy of the proposed patio floor plan (see Appendix I on page 6 for floor plan instructions).

The branch requires an occupant load (patrons plus staff) for the proposed patio area(s) which must be marked/stamped and dated on the plan you submit. Do not submit this application if you do not have the occupant load calculation stamped on your patio plans.

2. What is the occupant load calculation for the new patio(s)?

Patio #1:

Patio #2:

Patio #3:

3. If the patio(s) is already constructed, attach a photo.

4. Describe the height and composition of the patio perimeter or bounding (i.e. railings, fencing, planters, hedging, etc.). A patio must be bounded by fixed and immovable physical separation in order to control patrons and liquor within the service area.

5. Describe the location of the patio in relation to the licensed interior - the patio must be immediately adjacent to the interior area.

6. Describe how staff will manage and control the patio from the interior service area.

7. Specify if liquor service to the patio is from: (a) fixed bar located on the patio, (b) portable bar for the patio, (c) licensed interior.

8. Do servers have to carry liquor through any unlicensed areas to get to the patio? Explain:

Note: Patios on grass, earth or gravel require a permit from the local Health Authority. Sidewalk patios require a permit from LG/FN.

A resolution from your Local Government/First Nation is required. Part 3 of this form must be completed by Local Government/First Nation.

You must also complete Parts 4 and 5.



Part 2: Structural Changes

Fee: \$440

C3 - Cap Ch.

C4 - No Cap Ch.

(Excluding construction of new patios)

Provide the following information:

1. Describe in full detail the reason for this application and what the changes are that you want considered.

WE ARE APPLYING FOR THE CHANGE IN CAPACITY OF OCCUPANT LOAD.
WE ARE CURRENTLY SITTING AT 314, WE HAD A NEW FLOOR
PLAN REVISED FOR OCCUPANCY AND REVIEWED BY THE CITY FOR 429.

2. If you are applying to remove the interior area and create a stand-alone patio, describe the location of the patio in relation to the unlicensed permanent structure. A stand-alone patio must adjoin a permanent structure (affixed to a foundation) which is plumbed and wired, and which the applicant owns or leases.

3. Attach one 11" x 17" copy of the proposed floor plan or patio plan (if creating a stand-alone patio). See Appendix 1 on page 6 for floor plan instructions.

4. Current total of all service areas (as shown on the liquor licence): **314**


5. By making these alterations, the total occupant load will:

☐ Decrease to: (patrons plus staff)☐ Stay the same: (patrons plus staff)☐ Increase to: **429** (patrons plus staff)

If there is an increase to occupant load, a resolution from your Local Government/First Nation (LG/FN) is required. Take your application and floor plan to LG/FN. Part 3 of this form must be completed by LG/FN.

Part 3: Local Government/First Nation Resolutions: Confirmation Receipt of Application

If you are applying for a new patio (Part 1) or a proposed change that increases the occupant load (Part 2) then public interest factors may be affected by the structural change(s). This section is to be filled out by the LG/FN prior to submitting this application to the Branch.

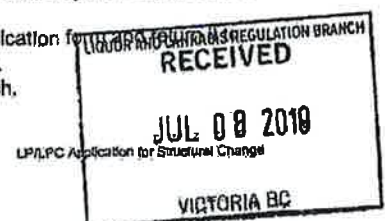
Local Government/First Nation (name): **City of Vernon**Name of Official: **Keltie Chamberlain**Title/Position: **Economic Development Planner**Phone: **250-550-3575**E-mail: **kchamberlain@vernon.ca**Date: **28/08/19**
(Day/Month/Year)Signature of Official: Check here if the LG/FN will not be providing comment: ☐ Yes, opting out of comment

Note: The LG/FN cannot provide comment for their own application.

Is this establishment located on Treaty First Nation land? ☒ No ☐ Yes**Instructions for Local Government/First Nation (LG/FN)**

This serves as notice that an application for a structural change to a liquor primary (LP) licence is being made within your community. The Branch requests that you consider this application (application form and floor plan) and provide the Branch with resolution within 90 days of the above received date. Alternatively, LG/FN can delegate staff with the authority to provide comment.

- The applicant will bring their completed Structural Change application form and floor plan to LG/FN.
- If there are any major issues LG/FN may hold off signing the application until the issues are resolved or they have a plan to deal with the issues.
- When LG/FN is comfortable with the application proceeding, LG/FN staff will sign Part 3 of the application form and the applicant, LG/FN will keep a copy of the signed application form and all supporting documents.
- The applicant will submit the signed application package (with all required documents) to the Branch.



To provide a resolution or comment:

- Gather public input for the community within the immediate vicinity of the establishment.
- Consider these factors which must be taken into account when providing resolution/comment:

- The location of the establishment.
- The person capacity and hours of liquor service of the establishment.

- Provide a resolution/comment with comments on:

- The impact of noise on nearby residents.
- The impact on the community if the application is approved.
- The view of residents and a description of the method used to gather views.
- The LG/FN recommendations (including whether or not the application be approved) and the reasons on which they are based.

- Provide any reports that are referenced in, or used to determine, the resolution/comment.
- If more than 90 days is required, provide a written request for extension to the Branch.
- If LG/FN opts out, or is the applicant, the Branch will gather public input and contact LG/FN staff for information to assist the Branch in considering the regulatory criteria.

If you have any questions, or the establishment is located on Treaty First Nation land, please call the Branch toll-free at 1-866-209-2111.

Part 4: Declaration of Signing Authority Including Valid Interest

Section 57(1)(c) of the *Liquor Control and Licensing Act* states: "A person commits an offence if the person (c) provides false or misleading information in the following circumstances: (i) when making an application referred to in section 12; (ii) when making a report or when required and as specified by the general manager under section 59".

As the licensee or authorized signatory of the licensee, I understand and affirm that all of the information provided is true and complete.

Signature: _____

Authorized signatory of the licensee

Name: _____

(last / first / middle)

Position: _____

(if not an individual)

Date: _____

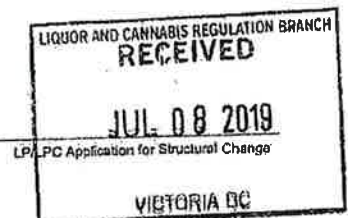
(Day/Month/Year)

Note: An agent, lawyer or third party operator may not sign the declaration on behalf of the licensee.

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the licensee to ensure that the individual who signs this form is authorized to do so. Typically, an appropriate individual will be as follows:

- If the licensee is an individual or sole proprietor, the individual himself/herself
- If the licensee is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
- If the licensee is a general partnership, one of the partners
- If the licensee is a limited partnership, the general partner of the partnership
- If the licensee is a society, then a director or a senior manager (as defined in the *Societies Act*)

If an authorized signatory has completed the *Add, Change or Remove Licensee Representative* form (LCLB101) and they have specifically permitted a licensee representative to sign this form on the licensee's behalf, the branch will accept the licensee representative's signature.



From: [REDACTED]
To: [Keltie Chamberlain](#)
Cc: [REDACTED]
Subject: File LL000078- Structural Change for Kal Sports
Date: October 4, 2019 8:38:09 AM

Good morning Keltie

In receipt of letter dated September 23, The Hamlets at Vernon do have some questions and concerns in regards to this application. We are seniors care home with 152 residents. We also have staff entering and leaving our building 24hrs a day. Without details of the proposed expansion we would like to raise the following concerns;

- Parking is a continuing issue and currently the parking spaces at certain times around our building are mostly occupied by patrons of Kal Sports. This makes it very difficult for guests to find parking to visit our residents. We have guest coming to visit continuously throughout the day and evening. If the construction is to expand and reduce their private lot than the parking issue becomes a bigger concern. Whether the building footprint is the same or larger, what is Kal Sport's responsibility in accommodating more parking for the increased patrons?
- Noise is a concern as well. They currently have a relatively small patio and although we have had some residents complain about the noise it has been somewhat intermittent. If the expansion includes larger patio with the increase of patrons and music, this will increase the noise and activity which will bring a greater concern to our residents whose unit face onto Kal Sports.
- There have been several occasion where patrons leaving Kal Sports have come around our building banging on our windows, doors. They have also continued to drink and leave their garbage on our property. These are periodic incidents but with larger numbers at the bar there will be increased activity.

Is there a way that we can find out the progress of this application and what the expansion consists of?

Regards

[REDACTED]
General Manager
The Hamlets at Vernon
A Community where Health & Happiness are a Way of Life

3050 29th Avenue
Vernon | British Columbia | V1T 9Y9
tel: 236-426-1488 ext. 22105 | fax: 236-426-1489
www.thehamletsatvernon.com
Save trees. Print only when necessary.

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THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5770

A bylaw to amend the City of Vernon
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw Number 5000;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the **"3911 31st Street Rezoning Amendment Bylaw Number 5770, 2019"**.

2. Pursuant to the Official Zoning Map, Schedule "A" attached to and forming part of Bylaw Number 5000, is hereby amended as follows:

That the following legally described lands be rezoned from **"R2 – Large Lot Residential"** to **"C5 – Community Commercial"**.

Legal Description:

**LOT 28, PLAN 1257, SEC 3, TWP 8, ODYD
(3911 30th Street)**

and by changing the Zoning Map accordingly, all in accordance with the bolded area as shown on Schedule "A" attached to and forming part of this bylaw.

BYLAW NUMBER 5770

3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this 19th day of August, 2019

READ A SECOND TIME this 19th day of August, 2019

PUBLIC HEARING held this 28th day of October, 2019 *Cancelled*

READ A THIRD TIME this _____ day of _____, 2019

Approved pursuant to section 52(3)(a) of the *Transportation Act* this _____ day of _____, 20____

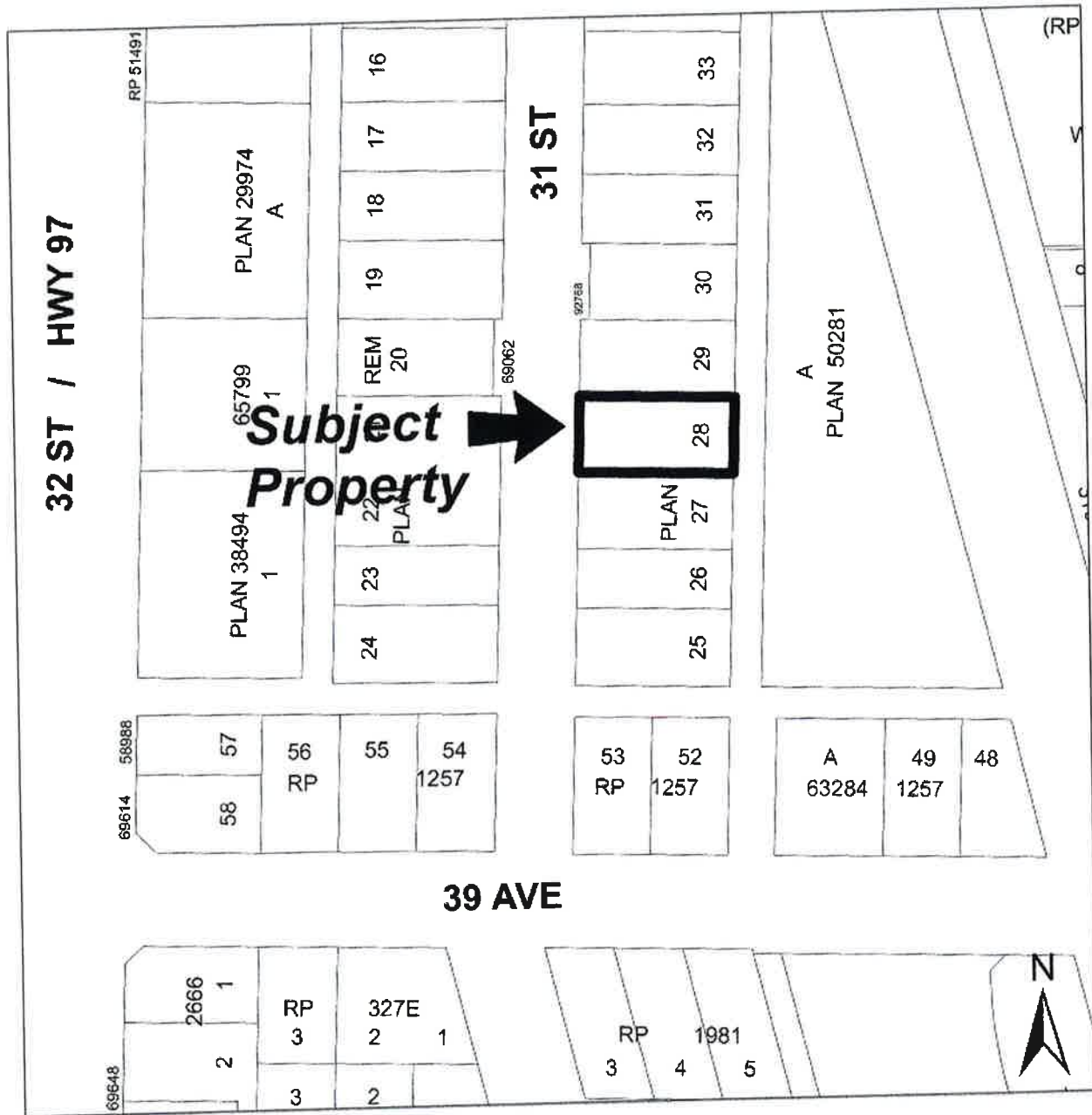
for Minister of Transportation & Infrastructure
ZON00325/Bylaw 5770

ADOPTED this _____ day of _____, 2019.

Mayor:

Corporate Officer:

SCHEDULE 'A'
Attached to and Forming Part of Bylaw 5770
"3911 31st Street Rezoning Amendment Bylaw Number 5770, 2019"





THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: Will Pearce, CAO **FILE:** ZON00325

PC: Kim Flick, Director, Community Infrastructure and Development **DATE:** October 1, 2019

FROM: Keltie Chamberlain, Economic Development Planner

SUBJECT: PUBLIC HEARING CANCELLATION FOR REZONING APPLICATION FOR 3911 31ST STREET

At its Regular Meeting of September 16, 2019, Council set the Public Hearing for "3911 31st Street Rezoning Amendment Bylaw Number 5770, 2019". The Applicant has decided not to proceed, and as such requests that Council cancel the Public Hearing scheduled for October 28, 2019.

RECOMMENDATION:

THAT Council cancel the October 28, 2019 Public Hearing;

AND FURTHER, that First, Second and Third readings of "**3911 31st Street Rezoning Amendment Bylaw Number 5770 2019**" be rescinded.

Respectfully submitted:

Oct 8 2019 9:19 AM

X

Keltie Chamberlain



DocuSign

Keltie Chamberlain
Economic Development Planner

\\gw1\groups\3000-3699 LAND ADMINISTRATION\3360 ZONING AND REZONING\20 Applications\ZON00325\2 PROC\Rpt\191001_kc_Memo to Council re ZON00325 resolution.doc

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5769

A bylaw to amend the City of Vernon "Tax Exemption Bylaw Number 5713, 2018"

WHEREAS it is the intention of the Council of the Corporation of the City of Vernon to amend the City of Vernon Tax Exemption Bylaw Number 5713, 2018.

NOW THEREFORE the Council of the Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

This bylaw may be cited as the City of Vernon "**Tax Exemption Amendment Bylaw Number 5769, 2019**".

1. Schedule "C" of the City of Vernon "Tax Exemption Bylaw Number 5713, 2018" is amended in the following manner:
 - A. **Amend** 'Social Services Properties' category to **Add** the Community Dental Access Centre, as indicated and shown in **RED** on attached Schedule '1'.
 - B. **Amend** 'Social Services Properties' category to **Add** the North Okanagan Community Life Society, as indicated and shown in **RED** on attached Schedule '1'.
 - C. **Amend** 'Social Services Properties' category to **Add** the Turning Points Collaborative, as indicated and shown in **RED** on attached Schedule '1'.
2. Schedule "F" of the City of Vernon "Tax Exemption Bylaw Number 5713, 2018" is amended in the following manner:
 - A. **Amend** 'Mixed and Unique Properties' category to **Update** the City of Vernon – Recreation Complex (DBA: Boys and Girls Club), as indicated and shown in **RED** on attached Schedule '2'.

BYLAW 5769

- B. Amend 'Mixed and Unique Properties' category to Add the North Okanagan Childcare & Montessori Preschool Society (DBA: Mavin Lane), as indicated and shown in **RED** on attached Schedule '3'.

3. Schedule "G" of the City of Vernon "Tax Exemption Bylaw Number 5713, 2018" is amended in the following manner:

- A. **Add** 'NEW 2020 Properties' category for new tax exemption applications as shown in **RED** on attached Schedule '3'.

4. "Tax Exemption Bylaw Number 5713, 2018" is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this 16th day of September, 2019.

READ A SECOND TIME this 16th day of September, 2019.

READ A THIRD TIME this 16th day of September, 2019.

ADVERTISED in the Morning Star this 20th day of September, and this 27th day of September, 2019

ADOPTED this day of October, 2019.

Mayor

Corporate Officer

BYLAW 5769

Schedule 1

Attached to and forming part of
"Tax Exemption Amendment Bylaw Number 5769, 2019"

Schedule "C"

**TAX EXEMPT
SOCIAL SERVICES PROPERTIES
100% EXEMPTION: 2019 - 2024 TAXATION YEARS**

P.I.D. NO.	ROLL NO.	LEGAL DESCRIPTION/ CIVIC ADDRESS	REGISTERED OWNER/ LESSEE	Restrictions/Limitations
010-315-802	0F3907.001	Lot 1, Plan 5367 3511 – 27 th Avenue	Abbeyfield Houses of Vernon Society	except the W. 85'
002-559-382	00090.000	Lot 21 Block 4 Plan 327 3305 27 Street	Canadian Mental Health Association	
002-435-225	01399.000	LT 38-39 BLK 71 PL 327 3003 28 Avenue	Canadian Mental Health Association	2018 - 33% Exemption 2019 - 67% Exemption 2020 - 100% Exemption
025-584-669	01445.000	Lot 1, Plan KAP72804 3100 – 28 th Avenue	Canadian Mental Health Association	
001-660-853	03384.000	LT 5 PL 4671 3405 Okanagan Ave	Canadian Mental Health Association	
005-313-660	03821.006	Lot B, Plan 25842 3605 – 24 th Avenue	Canadian Mental Health Association	
009-739-505	03826.001	LT AMD2 PI 9095 3610 25 Avenue	Canadian Mental Health Association	2018 - 33% Exemption 2019 - 67% Exemption 2020 - 100% Exemption
009-982-311	04230.001	LT 2 PL 7462 SEC 3 4206 Alexis Park Dr.	Canadian Mental Health Association	
018-742-122	04487.034	LT 17 PL KAP52193 SEC 11 2201 53 Ave	Canadian Mental Health Association	
002-319-209	00980.020	Lot 2 Plan KAS405 Sec 34 3107C 31 st Avenue	Community Dental Access Centre	2019 – 33% Exemption 2020 – 67% Exemption 2021 – 100% Exemption
012-413-267 012-413-305	01353.000	Lots 6 and 7, Blk 70 Plan 327 2902 – 29 th Avenue	First Nations Friendship Centre Inc.	
012-413-321 012-413-372	01355.000	Lots 8 and 9, Blk 70 Plan 327 2904 – 29 th Avenue	First Nations Friendship Centre Inc.	
026-599-881	04484.005	Lot 1 Plan KAP80438 4904 20 Street	Good Samaritan Canada - Vernon	
026-599-899	04484.010	Lot 2 Plan KAP80438	Good Samaritan Canada - Vernon	100% Exemption

BYLAW 5769

		4900 20 Street		Only on 40 Assisted Living Units
028-179-200	03831.101	Lot 1 Plan KAS3786 D.L. 71 1, 4100 – 25 Avenue	Kindale Developmental Association	
028-179-218	03831.102	Lot 2 Plan KAS3786 D.L. 71 2, 4100 – 25 Avenue	Kindale Developmental Association	
028-179-251	03831.106	Lot 6 Plan KAS3786 D.L. 71 6, 4100 – 25 Avenue	Kindale Developmental Association	
025-845-462	05482.010	LT 4 PL KAP74893 902 35 Avenue	Kindale Developmental Association	
004-794-656	06133.020	Lot 9, Plan 27573 1340 Polson Drive	Kindale Developmental Association (Seaton Centre)	except Plan KAP50834
018-895-093	02357.005	Lot A, Plan KAP52943 2400 46 Avenue	North Okanagan Community Life Society	
004-737-784	02534.071	LT 36 PL 27846 SEC 2 1307 40 Ave	North Okanagan Community Life Society	
004-621-042	02563.010	LT 1 PL 28199 SEC 2 4102 Pleasant Valley Rd	North Okanagan Community Life Society	
005-099-668	06049.004	Lot 2 Plan 26573 Sec 2 3917 13 th Street	North Okanagan Community Life Society	2019 – 33% Exemption 2020 – 67% Exemption 2021 – 100% Exemption
023-021-411	07090.036	LT 18 PL KAP54269 5813 Richfield Pl	North Okanagan Community Life Society	
008-712-867	01205.000	Lot 22, Plan 223 2802 – 34 th Street	North Okanagan Neurological Association	except Plan 38812
029-933-315	01207.002	LT A PL 8043 3405 28 th Avenue	North Okanagan Neurological Association (Club House)	2018 - 33% Exemption 2019 - 67% Exemption 2020 - 100% Exemption
012-440-221 012-440-230 012-440-264 012-440-281 012-440-299 012-440-302	00963.000	Lot 15-20 Blk 59 Plan 327 3100 - 32 nd Ave	North Okanagan Youth & Family Services Society	
011-000-147 011-000-155	01921.000 01922.000	Lots 5 & 6, Plan 2488 4107 & 4109 – 27 th Street	North Okanagan Youth & Family Services Society (Mara House)	
025-181-955	04048.018	Lot 1, Plan KAP70089 3003 Gateby Place	Okanagan Commemorative Pioneer Cultural Society (Columbus Court)	
023-572-451 023-572-477	01552.105 01552.110	Lots 1 and 2, Plan KAP57866 3400 - 3402 – 27 th Avenue	People Place Society	

BYLAW NUMBER 5769

010-167-919 010-167-943	01382.000	Lot 17 & 18, Blk 71 Plan 327 3102 – 29 th Avenue	Governing Council of the Salvation Army in Canada (Salvation Army Thrift Store)	
026-604-531	04490.010	LT A PL KAS2975 #1 – 5400 24 St	Governing Council of the Salvation Army in Canada (24 th Street Store)	
007-063-628	02672.002	Lot A, Plan 22159 4607 23 Street	N.O. Foundation for the Mentally Handicapped (Vernon & District Association for Community Living – Day Program)	61% Exemption Only 61% of building is used. The other 39% is rented to Provincial Gov't, Ministry of Conservation.
003-820-882	03787.012	LT A PL 30993 4217 16 Avenue	N.O. Foundation for the Mentally Handicapped (Vernon & District Association for Community Living - Hawthorn House)	
012-522-562	03925.000	LT 27 PL 324 3601 27 Avenue	N.O. Foundation for the Mentally Handicapped (Vernon & District Association for Community Living - ACT)	
009-461-272	04159.021	Lot AM 3 Plan 12167 3601 36A Street	N.O. Foundation for the Mentally Handicapped (Vernon & District Association for Community Living – Centerpoint)	
011-093-510	04230.100	Section 4, Plan B6920 4240 Alexis Park Drive	N.O. Foundation for the Mentally Handicapped (Vernon & District Association for Community Living - Venture Training Centre)	One (1) acre of land and all improvements located on the whole of the lands, as shown attached to this bylaw as Schedule "AA"
006-359-191	06011.000	LT 10 PL 24894 1812 22 Street	N.O. Foundation for the Mentally Handicapped (Vernon & District Association for Community Living - Willow House)	
024-734-799	04048.040	Lot A, Plan KAP66411 3505 – 30 th Avenue	Schubert Centre Society	
025-832-689	01578.001	LT 7 PL KAS2234 3301 24 Avenue	Turning Points Collaborative	
009-941-479	01941.003	Lot 3 Plan 7721 Sec 3 2500 43rd Avenue	Turning Points Collaborative	2019 – 33% Exemption 2020 – 67% Exemption 2021 – 100% Exemption
012-612-375	03840.100	Lot 10 Plan B4761 2307 – 43 rd Street	Turning Points Collaborative	
012-523-445	03859.000	PL 324 DL 71 3502 27 Ave	Vernon & District Community Land Trust Society	
005-632-978	01538.000	LT 18 BLK 80 PL 327 3405 27 Ave	Vernon Upper Room Mission Society	
023-500-174	01539.000	Lot A, Plan KAP57381 3403 – 27 th Avenue	Vernon Upper Room Mission Society	

BYLAW 5769

026-823-284	03856.001	Lot A, Plan KAP82039 3506 – 27 th Avenue	Vernon & District Hospice Society	
017-472-458	00060.000	Lot A, Plan KAP45772 3307 – 26 th Street	Vernon & District Association for Community Living (Group Homes)	
009-511-512	03959.000	Lot A, Plan 39103 2803 – 39 th Street	Vernon & District Association for Community Living (Group Homes)	
027-553-230	03805.008	Lot 2 Plan KAP86913 4305 19 th Avenue	Vernon Native Housing Society	
011-340-177 012-828-505 012-828-521 012-828-530	03917.000	Plan B4090, D.L. 71 2808 – 35 th Street	Vernon Restholm Association	Except Part of Plan 24042, and Parcel B, Plan B4090
018-476-317	00570.001	Block 28, Sect 34, Plan 327 2603-26 th Street	Vernon Women's Transition House Society	
009-550-631	02464.000	Lot 2, Plan 10573 3502 – 19 th Street	Vernon Women's Transition House Society (2 nd Stage)	

BYLAW NUMBER 5769

Schedule 2

Attached to and forming part of
"Tax Exemption Amendment Bylaw Number 5769, 2019"

Schedule "F"

TAX EXEMPT MIXED AND UNIQUE PROPERTIES: 2019 - 2024 TAXATION YEARS

P.I.D. NO.	ROLL NO.	LEGAL DESCRIPTION/ CIVIC ADDRESS	REGISTERED OWNER/ LESSEE	Restrictions/Limitations
009-618-121	02366.003	LT 4 PL 10156 SEC 3 2500 46 Avenue	Army Navy & Air Force Veterans	100% Exemption Class 08 Only
026-127-598	04135.010	Lot 1, Plan KAP76941 3400 – 39 th Avenue	City of Vernon - Recreation Complex (Vernon Curling and Athletic Club)	100% Exemption
026-127-598	04135.010	Lot 1, Plan KAP76941 3310 – 37 th Avenue	City of Vernon – Recreation Complex (Vernon Senior Citizens' Society - Halina Seniors Centre)	100% Exemption
026-127-598	04135.011	Lot 1, Plan KAP76941 3600 – 33 rd Street	City of Vernon – Recreation Complex (Boys and Girls Club - Centennial Building)	2019 - 93% Exemption 2020 – 87% Exemption 2021 – 80% Exemption
005-511-925	04486.000	LT 2 PL 939 5104 20 St	Rita Bos (Heronry Protection Covenant KF114463)	100% Exemption on 40% Taxes
029-221-811	03933.005	Lot A Plan EPP33021 DL 71 2711 38th Street	North Okanagan Childcare & Montessori Preschool Society (Maven Lane)	2019 – 12% Exemption 2020 – 24% Exemption 2021 – 36% Exemption
025-796-071	01850.002	LT A PL KAP74360 3104 37 Avenue	Okanagan Boys and Girls Clubs (Teen Junction)	2018 - 33% Exemption 2019 - 67% Exemption 2020 - 100% Exemption
011-179-520	07815.000	Plan B7940, D.L. 6 7811 & 7813 Okanagan Landing Road	Okanagan Landing & District Community Association	Encompassing the Community Hall, Heritage House, and the North Okanagan Sailing Association facilities and fencing shown outlined in black on Schedule "AB" attached.
N/A	07871.000	DL 2167 7815 Okanagan Landing Road	Okanagan Landing & District Community Association	Foreshore - Water Lease No. 334796 100% Exemption
025-863-851 025-863-860 025-863-878	04487.047 04487.048 04487.049	Lot 7 - 9, Plan KAS2607 107, 108, 109 - 2200 53 rd Avenue	Southland Development Corp & Urban Pacific Real Estate Corp. (Heronry - 53 Ave)	100% Exemption
008-256-993	02676.002	That part of Lot 2, Plan 18333 1905 – 47 th Avenue	St. John Ambulance	75% Exemption
009-432-663	02255.007	LT 1 PL 12430 4306 25 Street	Sunnyvale Resthome Society	33% Exemption

BYLAW 5769

009-432-671	02255.009	LT 2 PL 12430 4308 25 Street	Sunnyvale Resthome Society	33% Exemption
004-701-071	02255.015	Lot A, Plan 27754 4304 – 25 th Street	Sunnyvale Resthome Society	33% Exemption
012-443-441	01067.000	Lot 17 Block 62 Plan 327 3102 – 31 st Avenue	Vernon & Area Pro Life Society	92.5% Exemption
004-741-048	01196.001	Lot 1, Plan 27701 3400 Coldstream Avenue	Vernon Pensioners Accommodation Society (McCulloch Court)	33% Exemption

BYLAW NUMBER 5769

Schedule 3

Attached to and forming part of
"Tax Exemption Amendment Bylaw Number 5769, 2019"

Schedule "G"

**TAX EXEMPT
NEW 2020 PROPERTIES
PHASE IN EXEMPTION – 2020 - 2024 TAXATION YEARS**

P.I.D. NO.	ROLL NO.	LEGAL DESCRIPTION/ CIVIC ADDRESS	REGISTERED OWNER/ LESSEE	Restrictions/Limitations
028-179-242	03831.105	Lot 5 Plan KAS3786 DL71 5 4100 25th Avenue	Habitat for Humanity Okanagan	2020 – 33% Exemption 2021 – 67% Exemption 2022 – 100% Exemption
005-327-415	02276.001	Lot A Plan 25714 Sec 3 4405 29th Street	North Okanagan Valley Gleaners Society	2020 – 20% Exemption
025-396-803	06164.047	Lot 47 Plan KAS2385 Sec 27 35 100 Kalamalka Lake Road	Doris Linemayr Vernon Book Volunteers Society	2020 – 33% Exemption 2021 – 67% Exemption 2022 – 100% Exemption

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5784

A bylaw to amend the City of Vernon
"Good Neighbour Bylaw 4980, 2005"

WHEREAS it is the intention of the Council of The Corporation of the City of Vernon to amend "Good Neighbour Bylaw 4980, 2005" with reference to property maintenance.

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the City of Vernon **"Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019"**.

2. The City of Vernon "Good Neighbour Bylaw 4980, 2005" is amended in the following manner:

A. **Amend** Section 5 **PROPERTY MAINTENANCE** and **'SCHEDULE D'** as shown in **red** on **Schedule '1'**, attached to and forming part of this bylaw.

B. **Renumber pages** as required.

3. The "Good Neighbour Bylaw 4980, 2005" is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this day of , 2019.

READ A SECOND TIME this day of , 2019.

READ A THIRD TIME this day of , 2019.

ADOPTED this day of , 2019.

Mayor

Corporate Officer

CITY OF VERNON
GOOD NEIGHBOUR BYLAW 4980, 2005

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PART V - PROPERTY MAINTENANCE

PRIVATE PROPERTY MAINTENANCE

5.1 Schedule “D” contains definitions of terms used in Part V of this Bylaw

Exemptions

5.2 (a) Part V of this Bylaw does not apply to farm operations conducted in accordance with normal farm practices under the *Farm Practices Protection (Right to Farm) Act*.

~~(b) Part V of this Bylaw does not apply to the orderly outdoor storage of goods and chattels when permitted by the City of Vernon Zoning Bylaw No. 5000.~~

Regulations

5.3 Except as permitted under section 5.2 of this Bylaw, no owner or occupier of real property shall cause, suffer or permit:

- (a) water, rubbish, noxious, offensive, or unwholesome matter to collect or accumulate on the real property;
- (b) rubbish to overflow from or accumulate around any container situate on the real property;
- (c) ~~allow~~ the real property to become or remain unsightly;
- (d) the accumulation of dead landscaping, vegetation, noxious weeds or other growths to occur or to remain on the real property; or
- (e) ~~in respect to real property for which a Building Permit has been issued by the City, cause or permit~~ demolition waste, construction waste or trade waste to accumulate on ~~the~~ real property ~~in respect to which a Building Permit has been issued by the City.~~

BOULEVARD & LANEWAY MAINTENANCE

Regulations

5.4 Every owner or occupier of real property adjacent to a boulevard or lane shall ensure that the portion of the boulevard or lane adjacent to the real

““Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”

property, ~~up to the centerline of the lane,~~ is kept clean and free and clear, ~~at all times,~~ of debris, common and noxious weeds.

- (a) Every owner or occupier of real property adjacent to a boulevard or lane shall maintain all ground covers and plant materials including but not limited to trees, shrubs, herbs, grasses and perennials and plant materials planted by the City, developer or property owner, on the adjacent boulevard or lane.

5.5 Every owner or occupier of real property adjacent to a boulevard or lane shall ensure that the real property is kept free and clear, at all times, of weeds that are within one metre from the border between the real property and the adjacent boulevard or lane, so as to prevent and control the spreading of weeds to adjacent boulevards or lanes.

5.6 No owner or occupier of real property adjacent to a boulevard or lane, or any other person, shall deposit or cause, suffer or permit the deposit of any garden or vegetation waste materials containing weeds on or upon a boulevard or lane adjacent to the real property.

SNOW RUBBISH REMOVAL

Regulations

5.7 (a) Every owner or occupier of real property shall remove, or cause the removal of ~~snow, ice or~~ rubbish from every sidewalk or footpath that borders on that real property within 24 hours from the time the ~~snow, ice or~~ rubbish is deposited thereon. *(Bylaw 5429 – April 22/13)*

~~(b) In accordance with the City's "Snow and Ice Control Policy", the City will assist with snow removal from sidewalks or footpaths identified on the Sidewalk Snow Clearing Route map as "Inaccessible Sidewalks". Every owner or occupier of real property adjacent to an inaccessible sidewalk, while not responsible for snow clearing, remains responsible for the control of ice or rubbish as per section 5.7 (a). (Bylaw 5482 – Feb 24/14)~~

COMPLIANCE ORDERS

5.8 If, in the opinion of the Bylaw Enforcement Officer, the owner ~~or occupier~~ of real property ~~or other responsible person~~ fails to comply with a requirement of this Bylaw, the Bylaw Enforcement Officer may issue an order requiring that the owner ~~or other responsible person~~ occupier bring the real property into compliance with the provisions of this Bylaw within such time as the Bylaw Enforcement Officer considers appropriate in the circumstances.

5.9 Service of an order referred to in Section 5.8 will be sufficient if a copy of the order is:

(a) served personally or mailed by prepaid registered mail to the ~~person~~ subject to the order; and

(b) ~~if the person subject to the order is not the~~ owner of the real property as shown on the current year's real property assessment roll; ~~and;~~ ~~either posted on the real property or delivered the order is also served~~ personally or mailed by ~~regular~~ prepaid registered mail to the ~~occupier~~ owner of the real property.

5.10 ~~Notice~~ An order issued under section 5.8 herein must state:

- (a) the civic address of the subject real property;
- (b) the legal description of the subject real property;
- (c) the particulars of the unsightly nature of the real property or other non-compliance with this Bylaw to be remedied;
- (d) that the unsightly nature of the property or other non-compliance with this Bylaw must be remedied within 14 days of the date of delivery of the notice, or, in the case of ~~snow, ice or~~ rubbish on a sidewalk or footpath, within 24 hours from the time the ~~snow, ice or~~ rubbish is deposited thereon;
- (e) that if the owner or occupant fails to comply with the ~~notice order~~, the City may, without further notice, proceed to carry out the work required, and the cost of such work will be added to the taxes of the real property, and the owner or occupant or both may be subjected to prosecution for an offence under this Bylaw.

“Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”

- 5.11 ~~Notice~~ An order issued under section 5.8 herein may give specific instructions to remedy the unsightly nature of the real property or other non-compliance with this Bylaw including, but not limited to, any one or more of the following directions:
- (a) remove unsightly accumulations of materials or rubbish from the real property;
 - (b) remove ~~snow, ice or~~ rubbish from sidewalks and footpaths;
 - (c) clean, stack or cover any material;
 - (d) clear the real property of brush, trees, noxious weeds or other growths;
 - (e) cut grass or weeds present on the real property;
 - (f) prune trees or shrubs;
 - (g) remove rubbish, or cut grass, weeds or other growth from adjacent boulevards or laneways;
 - (h) otherwise remediate, maintain or repair the real property as specified in the notice, so as to bring it into compliance with this Bylaw.
- 5.12 If the owner of real property or other responsible person fails to comply with the Bylaw Enforcement Officer's compliance order within the time period specified in such notice, the City, by its workers or others, may at all reasonable times and in a reasonable manner, enter the real property and bring about such compliance at the cost of the defaulting owner or other responsible person. Such costs shall consist of all costs and expenses incurred by the City to achieve compliance with this Bylaw including, without limitation, administrative costs, costs to attend property by City employees or its contractors and the costs of removal, clean up and disposal.
- 5.13 If an owner of real property or other responsible person defaults in paying the cost referred to in Section 5.12 to the City within 30 days after receipt of a demand for payment from the City, the City may either recover from the owner or other responsible person, in any court of competent jurisdiction, the cost as a debt due to the City, or direct that the amount of the cost be added to the real property tax roll as a charge imposed in respect of work or service provided to the real property of the owner, and be collected in the same manner as property taxes.
- 5.14 Service of a demand for payment referred to in Section 5.13 will be sufficient if a copy of the demand is served personally or mailed by regular mail to the owner of the real property as shown on the current year's real property assessment roll.

SCHEDULE “D”

In Part V of this Bylaw:

"accumulation" means a build up, growth or collection, either scattered, amassed or piled, existing at the time of inspection.

"boulevard" means that portion of highway between the curb lines or the lateral boundary lines of a road way and the adjoining property or between the curbs on median strips or islands, but does not include curbs, sidewalks, ~~ditches~~ or driveways.

"lane" means a public thoroughfare or way which affords only a secondary means of access to a lot at the side or rear. ~~and~~

"container" includes a dumpster, garbage can, garbage bin or other receptacle designed, intended or used to hold rubbish, discarded materials and debris.

"derelict vehicle" means any vehicle or part thereof, propelled ~~otherwise other~~ than by muscle power ~~which including a car, truck, airplane, all-terrain vehicle, recreation vehicle, motorcycle or any modified configuration thereof which:~~

- (a) is physically wrecked or disabled;
- (b) ~~in the case of a motor vehicle~~ is not capable of operating under its own power; ~~and or, in the case of a trailer, incapable of being towed in the manner a trailer is normally towed; or~~
- (c) does not have attached number plates for the current year pursuant to the regulations of the ~~Motor Vehicle Act of the Province of British Columbia R.S.B.C., 1996 c. 318, as amended, from time to time.~~

"filth" means foul or putrid matter.

~~"grass" shall include plants that are commonly known or referred to as grass~~
means vegetation consisting of typically short plants with long, narrow leaves, ~~cultivated for lawns, meadows or fields.~~

"offensive matter" means physical objects which are objectionable to the public.

"rubbish", in addition to its common dictionary meaning, shall include decaying or non-decaying solid and semi-solid wastes, including, but not limited to, both combustible and non-combustible wastes, such as paper, trash, refuse, cardboard, waste material, cans, glass, bedding, mattresses, crates, rags, barrels, boxes, lumber not neatly piled, scrap iron, tin and other metal, scrap

““Good Neighbour (Property Maintenance) Amendment Bylaw Number 5784, 2019”

paving material, construction and demolition waste, derelict vehicles and other vessels, tires, machinery, mechanical or metal parts, discarded or dilapidated appliances, discarded or dilapidated furniture, ashes from fireplaces and on-site incinerators, yard clippings and brush, wood, dry vegetation, dirt, weeds, dead trees and branches, stumps, and piles of earth mixed with any of the above.

“street” means any highway, roadway, sidewalk, boulevard, place or right of way which the public is ordinarily entitled or may be permitted to use for the passage of vehicles or pedestrians and includes a structure located in any of those areas.

“unsightly”, in addition to its common dictionary meaning and regardless of the condition of other properties in the neighbourhood, shall include property having any one or more of the following characteristics:

- (i) the storage, location or accumulation visible to a person standing on a public highway or on nearby property, or in a building or structure situate on a public highway or nearby property, of filth, rubbish, graffiti or any other discarded materials;
- (ii) the untidy storage, location or placement of building materials on a site where construction is not taking place, except where they cannot be seen from a public highway or from nearby property, or from a building or structure situate on a public highway or nearby property;
- (iii) landscaping or vegetation that is dead or characterized by uncontrolled growth or lack of maintenance, or is damaged;
- (iv) any other similar conditions of disrepair, dilapidation, or deterioration.

“unwholesome matter” means physical objects which are detrimental to the physical or mental well being of persons.

“weed” means and shall include brush, trees, noxious weeds and other growth that is allowed to come to a state of causing, or about to cause, a nuisance and any vegetation that may by its root system, limbs, shoots or leaves intrude into a lane in a manner that may impact travel, construction, maintenance levels, longevity or esthetics of the said lane.

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5778

A bylaw to authorize closure and removal of the
dedication as highway at 3504 20th Street

WHEREAS Section 40 (1) (a) and (2) (b) of the *Community Charter* provides that Council may, by bylaw, close all or part of a highway and remove the dedication of a highway;

AND WHEREAS the Corporation of the City of Vernon deems it necessary and to close and cancel the dedication of a portion highway for the purpose of disposal and consolidating with adjoining lands the following described road as shown and described as "Closed Road" on a reference plan to accompany this bylaw, certified by Jason Russell Shortt, B.C.L.S. 770, and completed on the 19th day of September, 2019 (hereinafter referred to as the "Plan"), a copy of which is attached hereto as Schedule "A":

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. That portion of the following described road:

DESCRIPTION	AREA
Plan 504, Sec 35, TP 9, ODYD	198.7 m ²

shown as "**Closed Road**" on the Plan is hereby stopped up and closed to traffic.

2. That the dedication as highway of the portion of the following described road:

DESCRIPTION	AREA
Plan 504, Sec 35, TP 9, ODYD	198.7 m ²

shown as "**Closed Road**" on the Plan be cancelled.

BYLAW NUMBER 5778

3. That prior to adoption of this bylaw, the Council shall cause public notice to be given by advertising once each week for two consecutive weeks in the newspaper published and circulating in the City of Vernon.

4. That the Mayor and Corporate Officer are hereby authorized to execute the necessary conveyance and plan on behalf of The Corporation of the City of Vernon, and generally to do all things necessary to carry out the purpose of this bylaw.

5. This bylaw shall take effect upon adoption thereof.

6. This bylaw may be cited as **“3504 20th Street Road Closure Bylaw Number 5778, 2019”**.

READ A FIRST TIME THIS day of , 2019.
READ A SECOND TIME THIS day of , 2019.
READ A THIRD TIME THIS day of , 2019.

ADVERTISED in the , 2019, and , 2019 issues of the Morning Star.

ADOPTED this day of , 2019

Mayor

Corporate Officer

**Attached to and forming Part of Bylaw #5778
"3504 20th Street Road Closure Bylaw Number 5778, 2019"**



THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5783

A bylaw to amend the City of Vernon
Development Cost Charge Bylaw #5233

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the "City of Vernon Development Cost Charges Bylaw No. 5233, 2009";

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the **"Development Cost Charges (Updates) Amendment Bylaw Number 5783, 2019"**.
2. That Schedule 'A' – Development Cost Charges – Core Area (Development Districts 1 and 2) be **amended** as shown in **RED** on attached **Schedule "1"**;
3. That Schedule 'B' – Development Cost Charges – Outer Area (Development District 3) be **amended** as shown in **RED** on attached **Schedule "2"**.
4. City of Vernon Development Cost Charges Bylaw No. 5233, 2009 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this day of , 2019.

READ A SECOND TIME this day of , 2019.

READ A THIRD TIME this day of , 2019.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS day of ,
2019.

Deputy Inspector of Municipalities

ADOPTED this day of , 2019.

Mayor:

Corporate Officer:

SCHEDULE '1'**Attached to and Forming Part of Bylaw 5783****"Development Cost Charges (Updates) Amendment Bylaw Number 5783, 2019"**

Development Cost Charges – Core Area (Development Districts 1 and 2)							
Land use	Units	Transportation DCC	Sanitary Sewer Collection DCC	Sanitary Sewer Treatment & Disposal DCC	Sanitary Disposal DCC	Stormwater DCC	Total DCC
Single Detached Housing	Per parcel	\$12,099	\$1,148	\$803	\$1,618	\$761	\$16,430
		\$8,504	\$3,010	\$567		\$1,685	\$13,766
Single Detached - Small lot (less than 400m ²) or Mobile Home Lot	Per parcel	\$8,066	\$956	\$670	\$1,349	\$540	\$11,581
		\$5,669	\$2,508	\$473		\$1,195	\$9,845
Semi-Detached / Duplex / Three-Plex / Four-Plex	Per m ² of unit floor area (maximum charge per unit)	\$46.17	\$5.04	\$3.53	\$7.11	\$3.60	\$65.44
		(\$7,710)	(\$842)	(\$589)		(\$600)	(\$10,928)
		\$32.45	\$13.22	\$2.49	(\$1,187)	\$7.96	\$56.12
Row Housing / Stacked Row Housing	Per m ² of unit floor area (maximum charge per unit)	\$59.31	\$6.47	\$4.53	\$9.13	\$2.14	\$81.59
		(\$7,710)	(\$842)	(\$589)		(\$278)	(\$10,606)
		\$41.68	\$16.98	\$3.20	(\$1,187)	\$4.74	\$66.60
Apartment Housing	Per m ² of unit floor area (maximum charge per unit)	\$63.77	\$6.17	\$4.32	\$8.70	\$2.45	\$85.42
		(\$5,931)	(\$574)	(\$402)		(\$228)	(\$7,944)
		\$44.82	\$16.18	\$3.05	(\$809)	\$5.43	\$69.48
Apartment – Small unit (less than 56m ²)	Per m ² of unit floor area (maximum charge per unit)	\$52.96	\$6.83	\$4.78	\$9.63	\$3.47	\$77.68
		(\$2,965)	(\$383)	(\$268)		(\$195)	(\$4,350)
		\$37.22	\$17.92	\$3.38	(\$539)	\$7.69	\$66.21
Office/Retail/Commercial	Per m ² of gross floor area	\$23.72	\$3.83	\$2.68	\$5.39	\$1.43	\$37.05
		\$16.67	\$10.03	\$1.89		\$3.15	\$31.74
Highway/Large Format Commercial	Per m ² of gross floor area	\$35.59	\$2.68	\$1.87	\$3.78	\$5.03	\$48.95
		\$25.01	\$7.02	\$1.32		\$11.14	\$44.49
Industrial	Per hectare of site area	\$99,640	\$8,993	\$6,297	\$12,683	\$25,156	\$152,768
		\$70,030	\$23,588	\$4,447		\$37,117	\$135,182
Institutional	Per m ² of gross floor area	\$35.59	\$4.21	\$2.95	\$5.93	\$2.35	\$51.02
		\$25.01	\$11.04	\$2.08		\$5.20	\$43.33

SCHEDULE '2'

Attached to and Forming Part of Bylaw 5783
"Development Cost Charges (Updates) Amendment Bylaw Number 5783, 2019"

Schedule B, attached hereto
And forming part of Bylaw 5233

Development Cost Charges – Outer Area (Development District 3)							
Land use	Units	Transportation DCC	Sanitary Sewer Collection DCC	Sanitary Sewer Treatment & Disposal DCC	Sanitary Disposal DCC	Stormwater DCC	Total DCC
Single Detached Housing	Per parcel	\$16,852 \$15,429	\$1,148 \$3,010	\$803 \$567	\$1,618	\$764 \$1,685	\$21,183 \$20,691
Single Detached - Small lot (less than 400m ²) or Mobile Home Lot	Per parcel	\$11,235 \$10,286	\$956 \$2,508	\$670 \$473	\$1,349	\$540 \$1,195	\$14,749 \$14,462
Semi-Detached / Duplex / Three-Plex / Four-Plex	Per m ² of unit floor area (maximum charge per unit)	\$64.31 (\$12,861) \$58.88	\$5.04 (\$842) \$13.22	\$3.53 (\$589) \$2.49	\$7.11 (\$1,187)	\$3.60 (\$600) \$7.96	\$83.58 (\$16,715) \$82.55
Row Housing / Stacked Row Housing	Per m ² of unit floor area (maximum charge per unit)	\$82.61 (\$10,739) \$75.60	\$6.47 (\$842) \$16.98	\$4.53 (\$589) \$3.20	\$9.13 (\$1,187)	\$2.14 (\$278) \$4.74	\$104.89 (\$13,635) \$100.55
Apartment Housing	Per m ² of unit floor area (maximum charge per unit)	\$88.83 (\$8,261) \$81.33	\$6.17 (\$574) \$16.18	\$4.32 (\$402) \$3.05	\$8.70 (\$809)	\$2.45 (\$228) \$5.43	\$110.47 (\$10,274) \$105.99
Apartment – Small unit (less than 56m ²)	Per m ² of unit floor area (maximum charge per unit)	\$73.76 (\$4,130) \$67.53	\$6.83 (\$383) \$17.92	\$4.78 (\$268) \$3.38	\$9.63 (\$539)	\$3.47 (\$195) \$7.69	\$98.48 (\$5,515) \$96.52
Office/Commercial	Per m ² of gross floor area	\$33.04 \$30.25	\$3.83 \$10.03	\$2.68 \$1.89	\$5.39	\$1.43 \$3.15	\$46.37 \$45.32
Highway/Large Format Commercial	Per m ² of gross floor area	\$49.57 \$45.38	\$2.68 \$7.02	\$1.87 \$1.32	\$3.78	\$5.03 \$11.14	\$62.93 \$64.86
Industrial	Per hectare of site area	\$138,783 \$127,066	\$8,993 \$23,588	\$6,297 \$4,447	\$12,683	\$25,156 \$37,117	\$191,911 \$192,218
Institutional	Per m ² of gross floor area	\$49.57 \$45.38	\$4.21 \$11.04	\$2.95 \$2.08	\$5.93	\$2.35 \$5.20	\$65.00 \$63.70

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5786

A bylaw to amend the City of Vernon
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw Number 5000;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the **"3610 25th Avenue Rezoning Amendment Bylaw Number 5786, 2019"**.

2. Pursuant to the Official Zoning Map, Schedule "A" attached to and forming part of Bylaw Number 5000, is hereby amended as follows:

That the following legally described lands be rezoned from **"RM1 – Row Housing Residential"** to **"RH1: Low-Rise Apartment Residential"**.

Legal Description:

**LOT AMD2, PLAN 9095, DL 71, ODYD EXC PL M8066 & 20058, SEE DD272719F
(3610 25th Avenue)**

and by changing the Zoning Map accordingly, all in accordance with the bolded area as shown on Schedule "A" attached to and forming part of this bylaw.

BYLAW NUMBER 5786

3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this day of , 2019
READ A SECOND TIME this day of , 2019
PUBLIC HEARING held this day of , 2019
READ A THIRD TIME this day of , 2019

Approved pursuant to section 52(3)(a) of the *Transportation Act* this _____ day of _____, 20____

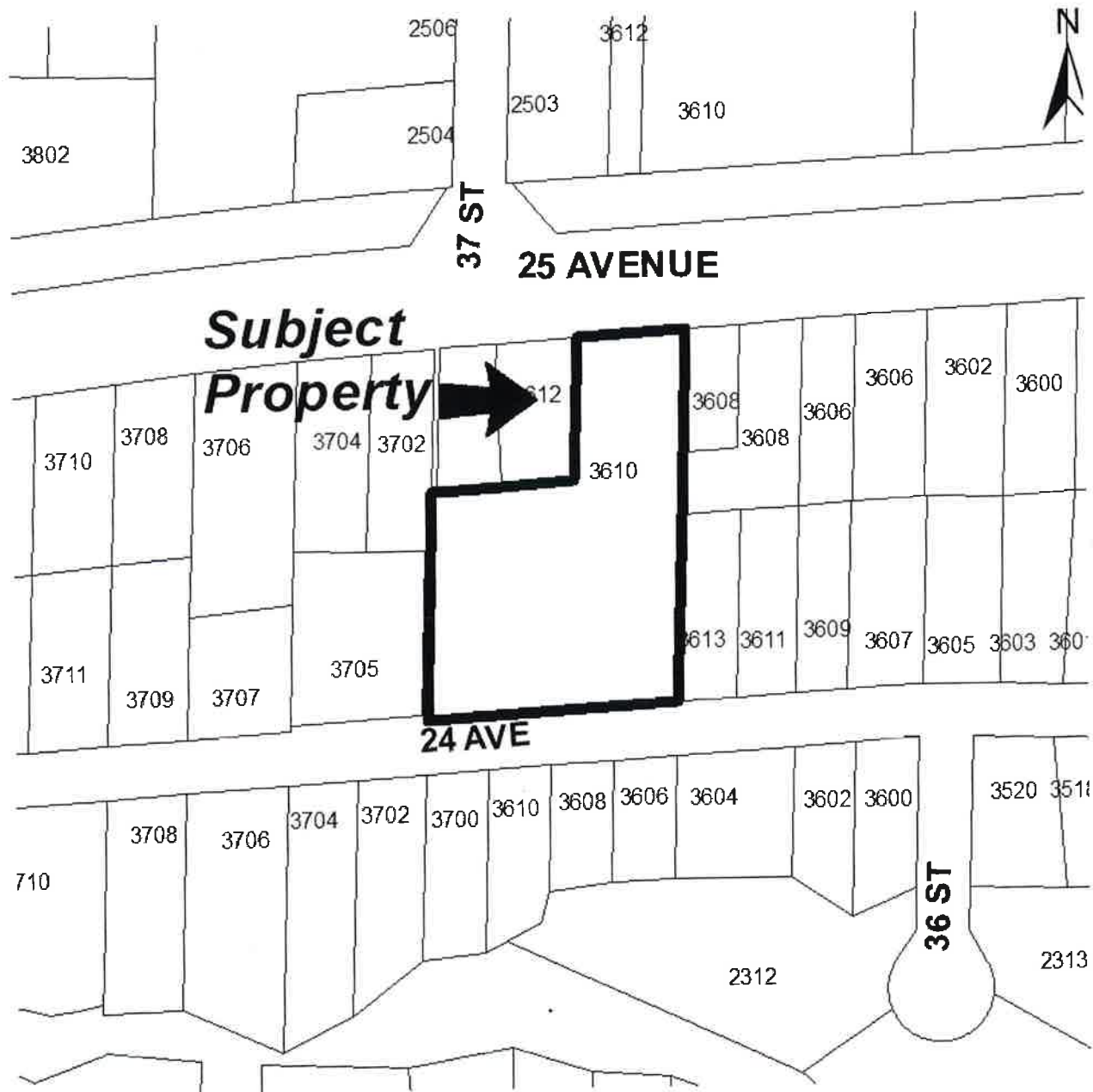
for Minister of Transportation & Infrastructure
ZON00335/Bylaw 5786/2019-05073

ADOPTED this day of , 2019.

Mayor:

Corporate Officer:

SCHEDULE 'A'
Attached to and Forming Part of Bylaw 5786
"3610 25th Avenue Rezoning Amendment Bylaw Number 5786, 2019"





MINUTES OF THE JOINT BIOSOLIDS ADVISORY COMMITTEE

HELD THURSDAY, MAY 8, 2019

PRESENT: VOTING

Kelowna Councillor Gail Given
Kelowna Councillor Ryan Donn
Kelowna Councillor Loyal Woodridge
Vernon Councillor Scott Anderson

ABSENT: Councillor Dalvir Nahal

STAFF: Shirley Koenig, Director, Operation Services, Vernon
Kevin Van Vliet, Utility Services Manager, Kelowna
Jose Garcia, Biosolids Supervisor, Kelowna
Serge Kozin, Manager, Water Reclamation Centre
Janice Nicol, Legislative Committee Clerk, Vernon

ORDER

The Chair called the meeting to order at 10:08 a.m.

**ELECTION OF CHAIR
AND VICE CHAIR**

Moved by Councillor Anderson, seconded by Councillor Given

THAT Councillor Donn be elected Chair of the Joint Biosolids Committee for 2019;

AND FURTHER that Councillor Anderson be elected Vice-Chair.

CARRIED.

**ADOPTION OF
AGENDA**

Moved by Councillor Woodridge, seconded by Councillor Anderson:

THAT the agenda for the Biosolids Advisory Committee meeting of Thursday, May 3, 2018 be adopted.

CARRIED.

**ADOPTION OF
MINUTES**

Moved by Councillor Anderson, seconded by Councillor Given:

THAT the minutes for the Biosolids Advisory Committee meeting of Thursday, May 3, 2018 be adopted.

CARRIED.

UNFINISHED BUSINESS:**OVERVIEW/STATUS OF
LEACHATE AND
ODOUR MANAGEMENT
PLANS**

The Biosolids Supervisor provided a brief overview of the facility and the Leachate/Odour Management Plans as follows:

- Ogogrow produced since 1995
- In 2006, both Cities joined forces and opened the Regional Compost Facility, which is operated by the City of Kelowna
- Facility was upgraded in 2009
- Capital and operating cost funded through a 70 (Kelowna)/30 (Vernon) split based on biosolids contribution
- Biosolids received are mixed in a ratio of 4 parts wood to 1 part biosolids, with approx. 2% wood ash by volume.
- Biosolids are received from Kelowna, Vernon, Lake Country, North Okanagan Regional District and Silver Star wastewater treatment facilities
- Mixed material proceeds to primary aeration for 28 days, then to secondary aeration for an additional 28 days. It is then screened, and finished material is stored and tested before releasing for purchase. If storage capacity is reached, excess is trucked to Glenmore Landfill for sale.
- Ogogrow meets Class A Compost Standards in BC's Organic Matter Recycling Regulation (OMRR)
- In 2016, the Province updated OMRR and a new permit was required. This was issued in 2017 and governs how leachate and odours are managed, the feedstock and reporting requirements, etc.

Leachate

The Biosolids Supervisor provided an update. The following points were noted:

- Required to submit leachate plan to Ministry of Environment (MOE) by March 2018 so a Consultant was hired
- Consultant evaluated multiple options and upon review, the City proposed to:

- Install liner in pond and trench to eliminate pathway into groundwater. The liner is designed to last ~25 years.
- Continue hauling out higher-strength leachate to NORD septage facility for treatment
- Explore case for on-site leachate treatment further (i.e. Rotating Biological Contactor)
- Obtained approval in 2018 for additional budget to match pond reconstruction estimate (800K)
- MOE responded April 2019, would like to see permit amended to reflect commitment to pond-relining and to build on-site leachate treatment (RBC) for re-use in process.
- Commitment was restated as presented in 2018, as affordability, feasibility, and suitability of on-site leachate treatment system needs further review.
- Exploring simple treatment (polishing) of low strength leachate before discharging to MacKay Reservoir.
- Need to make clear to MOE that facility does not discharge any leachate into the environment and hauls high-strength leachate to a permitted facility for disposal..

Odour Management Plan

MOE Permit required submission of:

- Odour Management Plan (Nov. 2017)
- Air Emissions Review Study (March 2018)
- Secondary odour control feasibility report (Oct. 2018)
 - Proposed to add zeolite to mix to absorb odours
 - Requested more time to enhance process and aeration system.

MOE Response in April 2019

- Disapproved of zeolite proposal, want focus on technology or cover
- Expand coverage of secondary odour treatment
- Flesh out triggers, actions and responses
- Select a secondary odour treatment technology by October 31, 2019, option of misting to control odours being looked into.
- Consolidate and submit updated OMP by June 2020

**UPDATE ON CLASS B
COMPOST LAND
APPLICATION TRIAL****Class B Compost Trial/Woody Biomass**

The Committee passed a motion at the November 23, 2017 to identify the feasibility of applying compost and the potential for woody biomass production on City of Vernon owned and managed lands in the Commonage Area. The following update was provided:

- Ogogrow meets Class A Compost standards
- Midway through process compost meets Class B Compost standards (following 28 days in primary aeration)
- Consultant proposed a trial application of Class B Compost
- Could reduce cost of production, remove material from site sooner, open new market
- Postponed due to timing in 2018, and budget limitations in 2019.
- This trial would be a great deal more complicated and riskier than selling or applying Class A Compost, so it will need more permits and investigation.
- There are budget restrictions this year, preferable to postpone to 2020.

**Class A Compost
Application on Vernon Lease Lands**

- Land application project done on Mission Road, hoping to be green by June/July from marketing perspective
- Trial was a one-time application but every three years could be applied.
- Approximately 11,000 yards of Class A Compost were applied.
- Application rate was well within level recommended by consultants retained by the City of Vernon

Woody Biomass

- Looked at planting willow to replace hog fuel and using reclaimed water to irrigate trees.
- Would mean an increase in operating costs, seems like a significant investment.
- Willow may not be a good replacement for hog fuel because of different biological traits
- Pilot can be still be investigated, carbon credits available and possible grants
- Would allow for a circle of life process,
- Recommendation to have a Request for Proposal so there is an arms-length estimate.
- This item to be discussed in detail at the next meeting.

Moved by Councillor Anderson, seconded by Councillor Wooldridge:

THAT the Joint Biosolids Advisory Committee recommend to their respective Councils that each Administration continue investigation of the Woody Biomass Project on City of Vernon lands

AND FURTHER that a staff report outlining the next steps be considered by the Joint Biosolids Advisory Committee in the Fall of 2019.

CARRIED.

NEW BUSINESS:

IMPACT OF BYLAW CHANGES ON SALES OF COMPOST

Impact to bylaw changes on sales of compost (2018)

- Last year moved ~63,500m³ of Ogogrow and eliminated pre-2018 surplus inventory
- Sales, special projects and out-of-market area deals
- Revenue \$227,500 – 50% of previous years

2019 budget (Final budget)

- Decreased contract purchases budget to offset asphalt repairs (\$200k)
- Decreased revenue budget due to bulk sales
- Piles need to be turned and watered as there is a possibility of spontaneous combustion, when surplus material increases, so do costs of hauling, watering, etc.

Compost sales promotion

- Want to expand wholesale market with promotion of Bulk Sale 2019
- Hired Waterkind Consultants to:
 - Explore current product use levels, current barriers and interest in alternative purchasing programs
 - Explore incentive to improve product sales (i.e. bylaw amendments, delivery options, cost structure)
 - Tie-ins with water conservation initiatives and relevant target group (landscapers, developers, farmers)

Design and Operating Plan Update

- Required by permit by May 30, 2019
- Working on final edits.

INFORMATION ITEMS:

Jose Garcia, Biosolids Supervisor for the City of Kelowna reviewed odour reports including odour complaints from residents. The following points were noted:

- Continued 5-year decreasing trend in number of odour complaints
- Reports in 2018 (34) just over half of those reported in 2017 (65)
- 2018 had the fewest number of odour reports on record for the facility.
- Will be interesting to see if the opening of the Rail Trail result in any complaints
- High incidence of odour reports on municipal election years of 2011 and 2014
- Proactively reaching out to residents, giving a heads up of upcoming projects (i.e needing to mix outside) has been welcomed and effective

Odour mitigation efforts:

- 2018 – operator compost training
- Substantial air leak repairs
- Aeration of leachate trench (fountain)
- Amendment and irrigation scheduling trials
- OdoWatch hardware and software upgrades
- 2019 - aeration system audit. – designers to study possible upgrade
- Plan to upgrade comptrroller software in 2019
- More automation = more responsive and proactive
- Exploring misting system trial as “secondary” layer of odour treatment.
- Evaluating eEnviroSuite odour monitoring service for 2020+.
- Occasional visits to most impacted neighbourhoods
- Respond to complaints as soon as possible
- Open communication with neighbours.

Other business of note:

- MOE came through for a tour and questioned the use of ash in the compost mix. Reasoning for its use as a carbon source, conditioner and deodorizer were given, and an email response supported by a third-party qualified professional (ECS) were submitted earlier this year.

- Provided feedback to MOE regarding proposed changes to the Organic Matter Recycling Regulation that would require considerable investment from the Cities of Kelowna and Vernon (particularly to cover the entire facility to mitigate odours) if the changes are approved as proposed in their intentions paper from 2018.
- Need to define ash in technical detail and keep arguing for its beneficial use as part of a regional waste diversion program.
- There is a risk that requirements (i.e. forcing coverage entire property) would be extremely costly, potentially in the tens of millions of dollars.
- Upgraded electrical system to improve energy efficiency and avoid Power-Factor Correction surcharges, 2.5 year payback.

NEXT MEETING

The next meeting is tentatively scheduled for mid-September 2019.

ADJOURNMENT

The meeting of the Biosolids Advisory Committee adjourned at 11:49 a.m.

CERTIFIED CORRECT:

Chair



THE CORPORATION OF THE CITY OF VERNON

MINUTES OF THE CLIMATE ACTION ADVISORY COMMITTEE MEETING

HELD

TUESDAY, AUGUST 13, 2019

PRESENT: VOTING

Brian Guy (Co-Chair), Science, Technology & Environmental
Services
Bill Darnell, Community Stewardship
Ed Wilson, Community at Large
Mayor Victor Cumming (2:32 p.m.)
Kevin McCarty, Business & Commercial Services
Ayesha Sheikh, Youth Member
Colleen Dix

NON-VOTING

Alan Gee, Fulton Secondary, Teacher

GUESTS: Jeff Quibell, President of Geo-exchange B.C.

ABSENT: Melissa Kriening, Youth Member
Hayden Catt, Youth Member
Stan Eaman, Health & Social Services

STAFF: Laurie Cordell, Manager, Long Range Planning & Sustainability/Staff
Liaison
Daniel Sturgeon, Long Range Planner
Dan Gellein, Manager, Building & Licensing
Janice Nicol, Legislative Committee Clerk

**INTRODUCTION
OF GUESTS**

The Committee held round table introductions/backgrounds and welcomed Daniel Sturgeon, new Long Range Planner.

ORDER

The Chair called the meeting to order at 1:25 p.m.

**ADOPTION OF
AGENDA**

Moved by Ed Wilson, seconded by Bill Darnell;

THAT the agenda of the Climate Action Advisory Committee meeting for Tuesday, August 13, 2019 be adopted.

CARRIED.

**ADOPTION OF
MINUTES**

Moved by Ed Wilson, seconded by Kevin McCarty;

THAT the minutes for the Climate Action Advisory Committee meeting of July 9, 2019 be adopted.

CARRIED.

PRESENTATION:**JEFF QUIBELL –
POTENTIAL OF
GEOEXCHANGE
TO CONTRIBUTE
TO
ELECTRIFICATION**

Jeff Quibell, President of Geo-exchange B.C. provided a presentation on opportunities and limitations for helping the City of Vernon meet its climate action objectives. The following points were noted:

Terminology – known as geo-thermal, geo-thermal heat pump, natural source heat, etc. depends on where you are located, in British Columbia, geo-exchange is the commonly used term.

- GeoExchange BC is a non-profit industry association, evolved from 2004 to non-profit association status as there was a need for a geo-specific approach for B.C.
- GeoExchange B.C. provides leadership, improves recognition, promotes best-practices and improvements of geoex reliability and reputation. Also helps build capacity to meet new code and regulation requirements and work with government, utilities and other stakeholders.
- During summer, heat can be removed from building using same system, which is well suited for the Okanagan climate
- Uses electricity to move heat from point A to point B
- Summary of GeoExchange Fundamentals (similar to a refrigerator)
- Coefficient of Performance = Heat delivered divided by electricity used – for each 1 unit of electricity purchased, 3.6 units are delivered to your home using a typical bore hole system
- Historical Perspective provided – from 1980 to 2018 and beyond
- Technology needs to be used as a GHG reduction tool rather than a cost reducing tool
- Retro-fitting poses some challenges at this time
- Early outcomes were poor, had poor reliability and many problems. Severe underperformance can result from small deficiencies that may be difficult and expensive to rectify
- Working on restoring confidence in geoexchange technology and establish guidelines to address all considerations
- Geoexchange B.C. Guideline Set (five booklets):

- Site Suitability – no one size fits all, need to respect geological variability
- Design – design strategies and objectives in B.C., mechanical design with the theme to minimize temperature lifts
- Commissioning – best designed and best implemented system work best
- Procurement
- User Guide
- Successful geoexchange systems manage to engage the right people, on the right scope, at the right time.
- Local leaders in North Okanagan are School District #22 – Vernon Secondary, Coldstream Elementary, Okanagan Landing Elementary, SD22 Board Office, Ellison Elementary and Lavington Elementary
- Savings examples: VSS – with a conventional system GHG emissions = 339 tonnes per year, vs with Geoexchange = 23 – a 93% reduction, Coldstream Elementary School – conventional 60.1 tonnes, Geoexchange – 4.6 tonnes – a 92% reduction.

ELECTION OF COMMITTEE CO- CHAIR

There was a call for nominations for the position of Committee Co-Chair, Bill Darnell was nominated. There were no further nominations. Bill Darnell agreed to let his nomination stand.

Moved by Ed Wison, seconded by Colleen Dix;

THAT Bill Darnell be elected Co-Chair of the Climate Action Advisory Committee.

CARRIED.

NEW WORKING GROUP

The Committee agreed to form a new working group, the Youth Working Group with Ayesha Shiekh as the lead. More details to be discussed at the September meeting.

UNFINISHED BUSINESS:

COUNCIL UPDATE

The Staff Liaison advised the following information from the last Council meeting:

July 29, 2019

- Designation of up to \$15,000 from Climate Action Revolving Fund towards purchase of an electric car to replace pickup at end of its life
- Proposed expansion of transit

- High level discussion of electric vehicle charging stations for the community (hopefully with grant funding)
- Replacement of boilers at City Hall with a more efficient system

August 19, 2019

- Implementation and advancing of Step Code
- Changes to membership and expiry terms

Committee is willing to provide, if deemed helpful, input into staff proposals intended for Council relating to energy efficiency and related projects/initiatives.

Suggestion for the Committee to begin making presentations to Council to keep them informed and aware of the sense of urgency for acting on climate change by September 2019.

**UPDATE ON
CLIMATE ACTION
REVENUE
INCENTIVE
PROGRAM
(CARIP) AND
QUICK WINS
STRATEGY LIST**

- Meeting occurred in July with a discussion regarding projects.
- Follow-up meeting to be scheduled.

**UNITED NATIONS
GLOBAL
COMPACT**

No report.

**DISTRIBUTION
'BUILDING
CLIMATE
RESILIENCE IN
THE OKANAGAN'
BOOKLET**

No response from Real Estate Board to date.

**OKANAGAN
INDIAN BAND
(OKIB) UPDATE**

- Meeting to occur the week of August 12, 2019, Update to be provided at next meeting

**RENEWAL OF THE
COMMITTEE
MEMBER TERMS**

A report will be presented at the August 19 Council meeting requesting an extension of Committee Members terms to January 2021.

ROLE OF YOUTH MEMBERS Deferred to next meeting.

OTHER ACTION ITEMS None

NEW BUSINESS

INTRODUCTION OF NEW LONG RANGE PLANNER See above

INPUT TO 2020 BUDGET DISCUSSION Priorities for Committee for 2020 budget:

- Committee is requested to send in ideas to Laurie by Monday, August 19, 2019
- Suggested list:
 - Accelerate what is already happening
 - Implementation of Step Code needs a strategy
 - Retrofit strategy needed
 - May need two or three more staff members for a relatively short time - one for Climate Action Plan development, one for communication, one for adaptation
 - Focus on City of Vernon corporate leadership – reducing corporate emissions
 - Embed and institutionalize processes into corporate operations that are necessary to succeed
 - Special projects – like a one-time contribution to the CARF, potential for additional projects.
 - Suggestions to have a look at the big picture/overview, where does geoexchange fit, what is the life span of existing buildings, need an inventory of new and existing buildings
 - Community engagement – needs to be accelerated, would like to hear of any helpful strategy that other organizations have implemented
- **ACTION ITEM:** Staff Liaison to call meeting with Mayor, Will, Brian, Kevin, , Bill, Kim and Laurie
- Possible future presentations by the Committee to Council were discussed.

WORKING GROUP UPDATES **Mitigation**
August 14 workshop agenda (attached to agenda)

Adaptation
Status of RFP for hiring external consultant & project progress

- Seven proposals are being reviewed, timeline is within the next week, completion approximately beginning of September.

Engagement**Youth Engagement Program**

- Meeting when holidays are over.

UN Climate Action Summit – September 2019

- September 21

SD 22 curriculum development

- Meeting next week with Mayor and Superintendent of Schools
- A group of teachers met in July and are keen to implement some sort of a climate action curriculum, desire to demonstrate to School District that teachers are anxious to act. Important to put the weight of the City behind curriculum changes.

Climate Ambassador Program

- Need to set another date for additional training.
- Suggestion to have a welcome back event for the ambassadors in September.

Comprehensive communication strategy – recommendation

- Additional resources are needed to create broad awareness and support by community and stakeholder groups for mitigation and adaptation research and involvement in developing the climate action plan.
- Campaign involves print and digital media and personal contacts
- Use events like UN Climate Action Summits in September to support local climate activities
- Important to use the upcoming events in September, involve media and have some transport of adaptation information back to the agricultural community.

Kal-Tire Community Eco-Fair Booth

- September 21, suggestion to tie this with the Student Eco-Summit.

INFORMATION ITEMS:

City of Vancouver's Renewable City Strategy does a very good job of providing big block ideas and how they will be implemented, would be a good model to use.

Rob Bernhardt, CEO of Passive House Canada, all about energy efficiency. Rob will be in town at the end of August. Potential for meetings with staff and interested parties, as well as public speaking event - to be arranged.

NEXT MEETING

The next regular meeting of the Climate Action Advisory Committee will be held on Tuesday, September 10, 2019 at 3:30 p.m.

ADJOURNMENT

The meeting of the Climate Action Advisory Committee adjourned at 3:29 p.m.

CERTIFIED CORRECT:



Co-Chair



Co-Chair



THE CORPORATION OF THE CITY OF VERNON

MINUTES OF TOURISM COMMISSION MEETING HELD WEDNESDAY, AUGUST 21, 2019 OKANAGAN LAKE ROOM

PRESENT: VOTING:

Troy Hudson, Ski
Richard Rolke, Greater Vernon Chamber of Commerce
Brett Woods, Biking
Christine Kashuba, Arts & Culture
Gale Woodhouse, Arts & Culture
Jenelle Brewer, Okanagan Indian Band
Claus Larsen, Chair, Accommodation Provider
Kevin O'Brien, Attractions
Councillor Nahal

ABSENT: Cecilia Guerrero, Accommodation Provider
Ricardo Smith, Sports & Events
Myles Johnson, Golf
Susan Lehman, Downtown Vernon Association
Mary-Jo O'Keefe, Restaurant
David Gibbs, Accommodation Provider

STAFF: Kevin Poole, Manager, Economic Development & Tourism/Staff
Liaison
Ange Chew, Manager, Tourism
Marissa Liebel, Tourism Coordinator
Karen Savill, Admin. Assistant, Economic Development & Tourism
Janice Nicol, Legislative Committee Clerk

ORDER

The meeting was called to order at 8:04 a.m.

ADOPTION OF AGENDA

Moved by Richard Rolke, seconded by Gale Woodhouse:

THAT the agenda for Wednesday, August 21, 2019 Tourism Commission be adopted.

CARRIED.

TOURISM COMMISSION MINUTES – AUGUST 21, 2019

ADOPTION OF MINUTES

Moved by Troy Hudson, seconded by Gale Woodhouse;

THAT the minutes of the Tourism Commission meeting held Wednesday, June 19, 2019 be adopted.

CARRIED.

PRESENTATION – OKANAGAN MILITARY TATTOO

Derek Hall, Vice President of the Okanagan Military Tattoo along with founder, Norm Crerar provided a verbal presentation and request for a Matching Dollars Cooperative Marketing Grant. The following points were noted:

- Tattoo has been involved with Vernon Tourism since the inception
- Looking at mix of media for advertising
- Gap is in social media within a days' drive of Vernon
- Currently have ad in Celtic Life, huge readership, all of Canada, U.S. and international
- Looking to recruit someone who is proficient with social media
- Do not have a great deal of information on audience composition at this time
- For 2019, 280 room nights for group from the U.K. along with other smaller room groups
- Not included is data for Silver Star Resort area – approximately 101 room nights
- 175 kids plus chaperons stayed at UBCO dorms as there wasn't capacity in Vernon
- Benefits to both hotels and restaurants in area
- Request is for their event in July 2020
- Okanagan Tattoo is expanding their reach through the use of social media to attract a larger out-of-town, out-of-region audience for their 7th annual show
- Tattoo also receives funding from Heritage Canada and this is conditional on receiving cash or in-kind support from applicant's municipal government
- Heritage Canada funding request must be submitted by the end of September 2019
- Total attendance for 2019 – 3,400 at two shows, 500 Cadets as well
- **Request assistance in funding - \$8,940**

Moved by Richard Rolke, seconded by Claus Larsen:

THAT the Tourism Commission approve a '*Cooperative Marketing Funds – Matching Dollars Grant*' to the Okanagan Military Tattoo,

TOURISM COMMISSION MINUTES – AUGUST 21, 2019

in the amount of **\$8,940**, for promotion of their event to be held in July 2020, **conditional** that the Okanagan Tattoo provides the Tourism Commission with their marketing metrics.

CARRIED.

UNFINISHED BUSINESS

FTE COORDINATOR FOR SPORTS & EVENTS

The Manager, Tourism advised that staff had analyzed the opportunity to add a full-time employee for Sports & Events – to be shared between Recreation Services and Tourism. The following update was provided:

- There are funding challenges to support a position in the Recreation budget
- Staff decided to pursue a partnership contract with North Okanagan Sports Society (NOSS) with a start date of July 2, 2019
- List of deliverables was previously provided to Commission at the December 19, 2018 meeting and is attached to current agenda.

DESTINATION B.C. PRESENTATION

- Follow up from presentation is in progress.
- Travel trade translations have been quoted, files will be sent once English version is finalized (there have been some delays)
- Confirming with Visitor Info Centre (VIC) to see if we currently has a list of tourism activities – if not, one will be prepared
- Communication is being prepped – who has accessible tourism activities in Vernon and what level of accessibility do they provide
- Possibility to have 'Cycling without Age' based out of Visitor Information Centre to provide tourists with rides (fee or for a cost)

RECOVERY CAMPAIGN WITH NOISE AND TOTA – FOLLOW-UP

Tourism Manager met with Thompson Okanagan Tourism Association (TOTA) on July 10 to debrief and discuss procedures for moving forward on future projects. On the whole, all participating partners were disappointed with campaign.

SPORTS TOURISM CONTENT ON WEBSITE/ CONTRACT WITH NORTH OKANAGAN SPORTS & EVENTS SOCIETY

Currently working to have more sports tourism content on the website. More to be added when available from NOSS.

LAUNCH OF #OKANAGANEXPLORING WITH ZEN SEEKER

It was confirmed that www.zenseeker.com is now live, there is a blog component as well as video embedded. This is part of the Destination BC Open Pool Project.

TOURISM COMMISSION MINUTES – AUGUST 21, 2019

RELAUNCH OF OKANAGAN SINGLETRACK WITH MOUNTAIN BIKING BC

Okanagan Singletrack feature is in production. Content includes Vernon Rider Profile – Lorraine Blancher with Okanagan as favorite place to ride. Project Roam: Chasing Gravity – Episode 3 with Silver Star Bike Park.

DESTINATION VIDEO FILME SHOOT #1

First video film shoot occurred on July 2 – 5 although the weather did not cooperate. Many partners filmed as part of the segment.

PUBLIC SERVICE ANNOUNCEMENT FOR U.S. BROADCAST

There will be an eight week campaign in the U.S. for a 30 second segment to run in late summer/early fall.

TOURISM EMERGENCY COMMUNICATION STRATEGIC PLAN

Workshop held on June 5, no feedback. More info to follow at a later date.

WORK TRAVEL AWARDS – OCTOBER 2020

Predator ridge Resort and Vernon won the bid and press release is in the program with Thompson Okanagan Tourism Association.

RAIL TRAIL/BIKING CAMPAIGN WITH TOURISM KELOWNA

This project is part of Open Pool Funding and is in progress.

UPDATE ON RESERVES

At the August 19, 2019 Regular Council Meeting, Council supported that \$25,000 be taken from the Hotel Tax Reserves for the possibility of a fire/emergency event.

MEDIA DINNERS

There were media dinners in Edmonton, Calgary and Vancouver. Edmonton Media/Influencer Linda the Dork was in Vernon on July 9, 2019.

FRONTLINE TRAINING WITH HOTEL

Scheduling meeting with PHI Hotels for Best Western and Holiday Inn team for Product Updated and Emergency Communications.

VIDEOS

Kate Wheeler 'Water She Said' video shows goat yoga at O'Keefe Ranch and highlights Mackie House. Explore Vernon also has a Food and Beverage Tour, Davison Orchards and Planet Bee Honey Farm.

NEW BUSINESS

MARKETING BUDGET FOR 2020

Manager, Tourism met with Marketing Action Team to finalize budget. Debate. A Tourism Coordinator position is still needed, needs to determine if this needs to be a contractor or a staff person. The budget summary will come forward for approval.

TOURISM COMMISSION MINUTES – AUGUST 21, 2019

TOURISM VERNON COMMITTEE PILOT

Tourism Vernon has committed to the creation of five weekly stories until 2021. Image are needed for any events, activities – something that is available for the visitor experience. Please send high resolution photos or video that showcases, including micro moments, to Marissa using Dropbox.

BCDMOA AGM AND ANNUAL MEETING

Meeting was held, Ange was re-elected to the Executive Committee as Secretary. Looking for Ministry to provide guidelines as to how Airbnb funds can be used. Also need to determine how to partner with indigenous groups, looking for tourism opportunities and best practices – larger destinations to share information.

Open pool meeting September 16 and 17, first time destinations have been invited. An update will follow.

Emergency preparedness, information will be available to partners – please contact Ange or Marissa for further info

Roundtable – partners experiencing softer summer bookings, late booking due to weather and fire, these events have changed the booking patterns.

Still remains a struggle to find employees for food and beverage and hotel sectors.

INFORMATION ITEMS

ACCOMMODATIONS TRACKING/VISITOR INFO CENTRE STATISTICS/MRDT MARKETING COOP FUNDING

These statistics were attached to the agenda for the Committee's review.

All fund have been allocated for the year.

ARTS

Gale Woodhouse advised that the Regional District has hired a project manager for the cultural sector. Important to determine timing for attracting tourism from out of town.

On August 21, Creative BC will be hosting a tour group, they will be coming around to investigate bringing larger acts to Vernon and widening focus.

Also need to determine what is the best way to capture information for arts and culture.

TOURISM COMMISSION MINUTES – AUGUST 21, 2019

SPORTS

Hosting Provincial Ringette Tournament – bid is in process
National Tai Kwon Do has committed for April 2020
There is continued interest in hosting pumpkin races in the fall, more info to follow

SPORTS, TRAVEL TRADE, MEDIA AND CONFERENCES

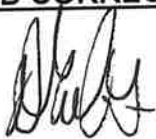
All updates above.

DATE AND TIME OF NEXT MEETING

The next meeting of the Tourism Commission is scheduled for **Wednesday, September 18, 2019** at 8:00 a.m. in the Okanagan Lake Room.

The Tourism Commission meeting adjourned at 9:10 a.m.

CERTIFIED CORRECT:



Chair



THE CORPORATION OF THE CITY OF VERNON

MINUTES OF ADVISORY PLANNING COMMITTEE MEETING HELD

WEDNESDAY, SEPTEMBER 4, 2019

PRESENT: VOTING
Doug Neden, Vice-Chair
Phyllis Kereliuk
Bill Tarr
Harpreet Nahal
Mark Longworth, Chair
Mayor Cumming

NON VOTING
Councillor Mund

ABSENT: Jamie Paterson
Monique Hubbs-Michiel
Don Schuster
Larry Lundgren
Lisa Briggs

STAFF: Keltie Chamberlain, Planner, Economic Development and Acting
Staff Liaison
Ellen Croy, Transportation Planner
Hayley Campbell, Planning Assistant
Janice Nicol, Legislative Committee Clerk

ORDER The Chair called the meeting to order at 4:00 p.m.

**ADOPTION OF
AGENDA** Moved by Bill Tarr, seconded by Phyllis Kereliuk;

THAT the agenda of the Advisory Planning Committee
meeting for September 4, 2019 be adopted.

CARRIED.

**ADOPTION OF
MINUTES** Moved by Doug Neden, seconded by Phyllis Kereliuk;

THAT the minutes for the Advisory Planning Committee
meeting of August 20, 2019 be adopted.

CARRIED.

CARRIED.

NEW BUSINESS:

**OFFICIAL
COMMUNITY PLAN
AMENDMENT AND
REZONING
APPLICATIONS FOR
1700 POLSON DRIVE**

The Planner, Economic Development reviewed official community plan amendment and rezoning applications OCP00079 and ZON00324 for 1700 Polson Drive. The Committee noted the following:

- Concern that the addition of a hotel use to the CD5 zone may affect other properties also zoned CD5.

Moved by Mark Longworth, seconded by Harpreet Nahal;

THAT the Advisory Planning Committee recommends that Council support the application (OCP00079) to amend the Future Land Use designation for Lot 1 Sec. 34 Twp. 9 ODYD Plan KAP84037 (1700 Polson Drive) from Public and Institutional to Neighbourhood Centre to allow a mixture of light industrial and service commercial;

AND FURTHER, that the Advisory Planning Committee recommends that Council support the application (ZON00324) to rezone Lot 1 Sec. 34 Twp. 9 ODYD Plan KAP84037 (1700 Polson Drive) from Light Industrial to Comprehensive Development 5 to allow a mixture of light industrial and service commercial subject to the following condition:

1. Completion of the mutual conditions contained in the sale agreement between the City of Vernon and the Regional District of North Okanagan;

AND FURTHER, that the Advisory Planning Committee recommends that Council support the text amendment to Zoning Bylaw #5000 Section 13.5.2, prior to third reading, to add Hotel to the list of Primary Uses permitted within the Comprehensive Development Area 5 Zone as shown in Attachment 4 to the report titled "Official Community Plan Amendment And Rezoning Application For 1700 Polson Drive" from the Manager, Current Planning dated August 26, 2019 **conditional** that Staff ensure that the addition of Hotel to the list of Primary Uses permitted within the Comprehensive Development Area 5 Zone does not negatively affect other properties already zoned CD5.

CARRIED.

**REZONING
APPLICATION FOR
967 MT. BEAVEN
PLACE**

The Planning Assistant reviewed rezoning application ZON00337 for 967 Mt. Beaven Place. The Committee noted the following:

- Should be noted that it may not always be university students employed at this location
- Concern that a stand-alone sign will impact the neighbourhood, a sign posted on the home may be more appropriate
- Concern that parking regulations cited as part of the approval process may not be adhered to
- Neighbours may be in opposition to this application as another similar application in area has not adhered to regulations stipulated by Council
- Concern that the registration of a covenant may be onerous in this case
- Providing two parking spot on site makes more sense.

Moved by Harpreet Nahal, seconded by Doug Neden;

THAT the Advisory Planning Committee recommends that Council support the application to rezone Lot 33, Plan KAP53255, Sec 26, Twp 9, ODYD (967 Mt Beaven Place) from R2 – Large Lot Residential to the R2h – Large Lot Residential sub-zoning district to allow for a “Home Based Business, Major” use within the existing single family dwelling, subject to a restrictive covenant being registered on title for the following conditions:

- a) That an operation of a secondary suite is not permitted concurrently with a Home Based Business;
- b) That the Major Home Based Business shall not generate more than one client to the site at any given time;
- c) That employee parking related to the Home Based Business, Major is limited to one space; and
- d) That stipulates details of any signage for the home based business to one sign, non-illuminated, 0.5m², no higher than 1.2m, attached to the dwelling or ground mounted near the vehicle entrance.

CARRIED.

INFORMATION ITEMS:

The Planning Assistant reviewed the following APC related applications discussed at the September 3, 2019 Council meeting:

- DVP00460 – 4803 Pleasant Valley Road – issued once all conditions are satisfied
- Extension granted to rezoning application for 6973 Okanagan Landing Road
- Deferral of PH for 3911 31 Street until Monday, October 28, 2019
- First and second reading given for OCP00073 – 6141 Hwy 97 and 6162 Pleasant Valley Road, PH scheduled for October 15, 2019
- First and second reading given for ZON00334 - 3904 Alexis Park, PH scheduled for October 15, 2019
- First and second reading given for ZON00329 – 5661 Okanagan Landing Road, PH scheduled for October 15, 2019.

DRAINAGE

The Committee had concerns regarding the amount of paving and the impact on downstream storm systems for the development on the west side of 20th Street near Hunter's Store and similar developments with a high degree of site coverage paving.

NEXT MEETING

The next meeting of the Advisory Planning Committee is tentatively scheduled for Wednesday, September 17, 2019.

ADJOURNMENT

The meeting of the Advisory Planning Committee adjourned at 4:41 p.m.

CERTIFIED CORRECT:

 Chair

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5773

A bylaw to amend the City of Vernon
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw Number 5000;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the **"5661 Okanagan Landing Road Rezoning Amendment Bylaw Number 5773, 2019"**.

2. Pursuant to the Official Zoning Map, Schedule "A" attached to and forming part of Bylaw Number 5000, is hereby amended as follows:

That the following legally described lands be rezoned from **"R1: Estate Lot Residential"** to **"RM1: Row Housing Residential"**.

Legal Description:

**LOT 2, PLAN 19070, DL 66, ODYD
(5661 Okanagan Landing Road)**

and by changing the Zoning Map accordingly, all in accordance with the bolded area as shown on Schedule "A" attached to and forming part of this bylaw.

BYLAW NUMBER 5773

3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this 3rd day of September, 2019

READ A SECOND TIME this 3rd day of September, 2019

PUBLIC HEARING held this 15th day of October, 2019

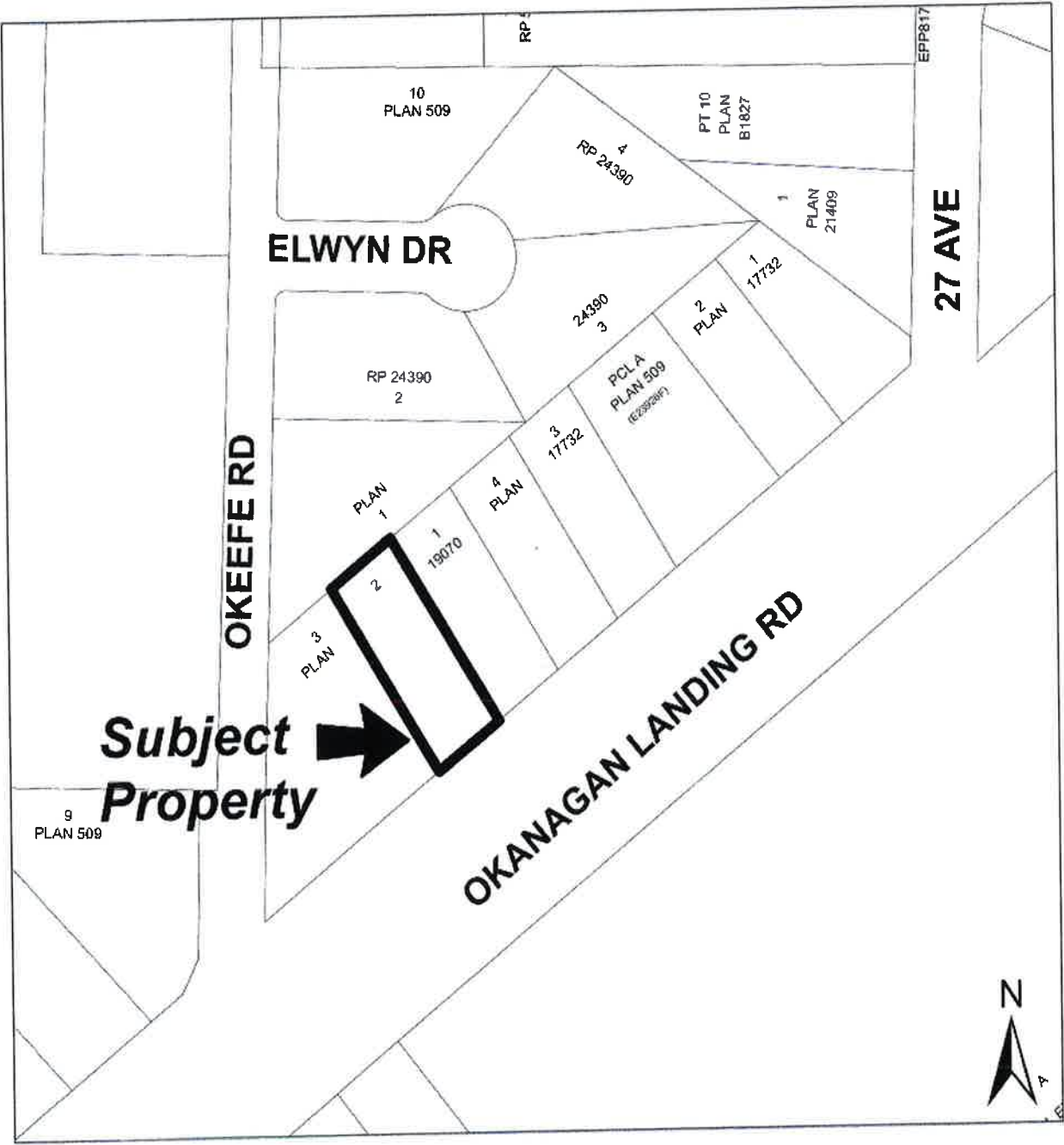
READ A THIRD TIME this day of , 2019

ADOPTED this day of , 2019.

Mayor:

Corporate Officer:

SCHEDULE 'A'
Attached to and Forming Part of Bylaw 5773
"5661 Okanagan Landing Road Rezoning Amendment Bylaw Number 5773, 2019"



THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5774

A bylaw to amend the City of Vernon
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw Number 5000;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the **"3904 Alexis Park Drive Rezoning Amendment Bylaw Number 5774, 2019"**.
2. Pursuant to the Official Zoning Map, Schedule "A" attached to and forming part of Bylaw Number 5000, is hereby amended as follows:

That the following legally described lands be rezoned from **"R2 – Large Lot Residential"** to **"R5: Four-Plex Housing Residential"**.

Legal Description:

**LOT A, PLAN KAP80959, SEC 3, TWP 8, ODYD
(3904 Alexis Park Drive)**

and by changing the Zoning Map accordingly, all in accordance with the bolded area as shown on Schedule "A" attached to and forming part of this bylaw.

BYLAW NUMBER 5774

3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this 3rd day of September, 2019

READ A SECOND TIME this 3rd day of September, 2019

PUBLIC HEARING held this 15th day of October, 2019

READ A THIRD TIME this day of , 2019

Approved pursuant to section 52(3)(a) of the *Transportation Act* this _____ day of _____, 20____

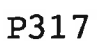
for Minister of Transportation & Infrastructure
ZON00334/Bylaw 5774/MoTI 2019-05111

ADOPTED this day of , 2019.

Mayor:

Corporate Officer:

“3904 Alexis Park Drive Rezoning Amendment Bylaw Number 5774, 2019”



THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5775

A bylaw to amend the City of Vernon's Official
Community Plan Bylaw Number 5470

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the "Official Community Plan Bylaw Number 5470, 2013";

AND WHEREAS all persons who might be affected by this amending bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

NOW THEREFORE the Council of The Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as **"6141 Highway 97 and 6162 Pleasant Valley Road Avenue Official Community Plan Amendment Bylaw Number 5775, 2019"**.

2. That Schedule "A" of Official Community Plan Bylaw Number 5470 is hereby amended as follows:

That a portion of the following legally described lands be redesignated from **"Community Commercial" (CCOM)** to **"Residential Medium Density" (RMD)**:

Legal Description:

**LOT 5, SEC 11, TWP 8, ODYD, PLAN KAP68038
6141 Highway 97)**

AND:

BYLAW 5775

That the following legally described lands be redesignated from
“Residential – Regional District of North Okanagan Electoral Areas B & C Official
Community Plan” to “Residential Small Lot” (RSL):

Legal Description:

**LOT 1, SEC 11, TWP 8, ODYD, PLAN 23048
(6162 Pleasant Valley Road)**

as shown on **Schedule “A”** attached hereto and forming part of this bylaw.

3. Official Community Plan Bylaw Number 5470 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this 3rd day of September, 2019.

READ A SECOND TIME this 3rd day of September, 2019.

PUBLIC HEARING held this 15th day of October, 2019.

READ A THIRD TIME this day of , 2019.

ADOPTED this day of , 2019.

Mayor

Corporate Officer

