



## **THE CORPORATION OF THE CITY OF VERNON**

# **A G E N D A**

## **REGULAR OPEN MEETING OF COUNCIL**

COUNCIL CHAMBERS  
CITY HALL  
MONDAY,  
JANUARY 27, 2020  
At 1:30 p.m.

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Mayor V. Cumming

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

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

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For Enquiries  
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[www.vernon.ca](http://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

**MONDAY, JANUARY 27, 2020**

**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:

*g) litigation or potential litigation affecting the municipality;*

**3. ADJOURN TO OPEN COUNCIL AT 1:30 PM**

**A. THAT** the Agenda for the January 27, 2020, Regular Open Meeting of Council be adopted as circulated.

**4. ADOPTION OF MINUTES AND RECEIPT OF COMMITTEE OF THE WHOLE AND PUBLIC HEARING RECORD**

**A. THAT** the minutes of the Regular Meeting of Council held January 13, 2020 and the Special Meeting of January 21, 2020, be adopted; **(P. 8, 22)**

AND FUTHER, that the minutes of the Public Hearing held on January 13, 2020, be adopted; **(P. 24)**

AND FURTHER, that the minutes of the Committee of the Whole Meeting of Council held January 13, 2020 be received.

**5. BUSINESS ARISING FROM THE MINUTES**

**6. GENERAL MATTERS**

## AGENDA

## MINUTES

**RECOGNITION**

- A. Mayor Cumming to provide a “Recognition” of Richard Arthur “Dick” File, former Member of Council and City of Vernon Staff Member.

**DELEGATION: FEDERATION OF CANADIAN MUNICIPALITIES**

- B. Rhona Martin, Board Member, Federation of Canadian Municipalities (FCM) (Chair, Columbia-Shuswap Regional District) re: Value of Membership in the FCM and a review of recent membership fee increases.

**DELEGATION: THE BRIDGE YOUTH & FAMILY SERVICES SOCIETY (P. 28)**

- C. Celine Thompson, Executive Director, and John Yarschenko, Director of Recovery Addition Services, the Bridge Youth & Family Services Society, re: Letter of Support.

**DELEGATION: SUSTAINABLE ENVIRONMENT NETWORK SOCIETY (SENS) (P. 39)**

- D. Tara Petersen, Member, Huguette Allen, Director, SENS, re: Moratorium on 5G Towers.

**PRESENTATION – TOURISM COMMISSION ANNUAL UPDATE (P. 63)**

- E. Claus Larsen, Chairperson, Tourism Commission, re: Annual Update to Council as per Section 7.4 of Tourism Commission Bylaw #5683.

*THAT Council receives the Tourism Commission Annual Update report to Council as provided by Klaus Larsen, Chairperson at the January 27, 2020 Regular meeting of Council.*

**7. COUNCIL INQUIRIES****8. ADMINISTRATION UPDATES****ADMINISTRATION UPDATES (P. 84)**

- A. THAT Council receive the Administration Updates dated January 27, 2020, for information.

**9. UNFINISHED BUSINESS****DEVELOPMENT COST CHARGES AND AFFORDABLE/ATTAINABLE HOUSING POLICY UPDATE (P. 85)**

- A. THAT Council endorse the update to the Affordable/Attainable Housing Policy to specify that the source of funding for Development Cost Charge waivers for eligible affordable housing projects be the Casino Reserve, as attached to the memo titled “Development Cost Charges and Affordable/Attainable Housing Policy Update” dated January 17, 2020 and respectfully submitted by the Director, Community Infrastructure and Development.

**UNION OF BC  
MUNICIPALITIES (UBCM)  
COMMUNITY EMERGENCY  
PREPAREDNESS FUND,  
VOLUNTEER & COMPOSITE  
FIRE DEPARTMENTS  
EQUIPMENT & TRAINING  
(P. 91)**

- B. THAT the City of Vernon Council endorses the submission of a regional application to the UBCM Community Emergency Preparedness Fund, Volunteer and Composite Fire Departments Equipment and Training Grant;

AND FURTHER, that the City of Vernon apply for, receive and manage the grant funding on behalf of the partners to the Fire Training Centre Agreement: Armstrong, Coldstream, Enderby and Vernon.

**COMPOSTING BIN PILOT  
PROGRAM PHASE 2 (P. 95)**

- C. THAT Council receive the report titled “Compost Bin Pilot Program Phase 2” and dated January 14, 2020 respectfully submitted by the Manager, Long Range Planning and Sustainability.

**ADDITIONAL INFORMATION  
FOR THE PROPOSED  
AMENDMENT TO THE FEES  
AND CHARGES BYLAW  
#3909, RELATING TO THE  
COMMERCIAL VEHICLE  
LICENCING BYLAW #3223  
(P. 103)**

- D. THAT Council receive the internal memorandum titled “*Additional Information for the Proposed Amendment to the Fees and Charges Bylaw #3909, relating to the Commercial Vehicle Licencing Bylaw #3223*” dated January 17, 2020, respectfully submitted by the manager, Protective Services.

**BX ELEMENTARY SCHOOL –  
SANITARY SERVICE (P. 118)**

- E. THAT Council reaffirm its resolution of October 28, 2019, supporting provision of sanitary sewer services to BX Elementary in accordance with the “City Sewer Services Beyond City Boundaries Policy”;

AND FURTHER, supports the CAO in assisting School District 22 with the required boundary extension application, in order to expedite the process for obtaining the sanitary sewer service.

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

**11. NEW BUSINESS**

**A. Correspondence:**

**SOUTHERN INTERIOR  
LOCAL GOVERNMENT  
ASSOCIATION 2020  
CONFERENCE, VERNON BC  
– 50/50 DRAW**

- (i) THAT Council authorizes the Southern Interior Local Government Association request to donate 50% of any monies garnered from 50/50 Raffle held during the 2020 Conference in Vernon to the Archway Society for Domestic Peace.



**SCHOOL DISTRICT NO. 22 –  
REVENUE GENERATION /  
SERVICE EFFICIENCY  
REVIEW COMMITTEE (P.  
126)**

- (ii) Email dated January 20, 2020 from Lynn Jameson, Executive Assistant, SD No. 22, re: Request to appoint City of Vernon Representative on Committee.

*THAT Council appoints (to be cited by Council) to the School District No. 22, Revenue Generation/Service Efficiency Review Committee, as requested by School District No. 22 Executive Assistant.*

**2019 BYLAW COMPLIANCE  
SEASONAL ENFORCEMENT  
PROGRAM SUMMARY  
(P. 127)**

- (iii) THAT Council receive the internal memorandum titled “2019 Bylaw Compliance Seasonal Enforcement Program Summary” dated January 6, 2020, from the Manager, Protective Services.

**RECREATION SERVICES  
2019 FOURTH QUARTER  
REPORT (P. 130)**

- (iv) THAT Council receive the memorandum titled *Recreation Services 2019 Fourth Quarter Report*, and the accompanying Power Point presentation, dated January 16, 2020, from the Director, Recreation Services, for information.

**2020 TOURISM TACTICAL  
MARKETING PLAN (P. 149)**

- (v) THAT Council endorse the *2020 Tourism Tactical Marketing Plan* as recommended by the Tourism Commission and attached to the memorandum dated January 15, 2020, from the Manager, Economic Development and Tourism.

**DISTRIBUTION OF  
CHARITABLE FUNDS – 2019  
KINDNESS METERS  
DONATIONS (P. 173)**

- (vi) THAT Council directs Administration to forward the proceeds, in the amount of \$711.10, obtained from the Kindness Meter Program for the calendar year 2019, to *(to be cited by Council)*.

**MOTOR VEHICLE ACT PILOT  
PROJECTS PROGRAM –  
MICROMOBILITY DEVICES  
(P. 175)**

- (vii) THAT Council direct Administration to submit an Expression of Interest to the Ministry of Transportation and Infrastructure for the Motor Vehicle Act Pilot Projects Program, relating to Micromobility Devices.

**B. Reports:**

**180 WHISTLER PLACE  
AMENDMENT OF  
RESTRICTIVE COVENANT  
CA7862065 (P. 179)**

- (i) THAT Council authorize an amendment to Restrictive Covenant CA7862065 to allow for one, three-plex to be added to the document to allow for the most effective lot layout of 180 Whistler Place (portion of Lot 1, Plan KAP33073, Sec 13, Twp. 8, ODYD).

## 12. LEGISLATIVE MATTERS

Bylaws:

## ADOPTION

- 5798 (i) THAT Bylaw #5798, “**City of Vernon Records Management (Updates) Amendment Bylaw Number 5798, 2020**” – a bylaw to update various references and include new record compliance for third parties, be **adopted**. (P. 190)
- 5793 (ii) THAT Bylaw #5793, “**4005 Pleasant Valley Road Housing Agreement Bylaw Number 5793, 2020**” - a bylaw to authorize a Housing Agreement, be **adopted**. (P. 193)
- 5794 (iii) THAT Bylaw #5794, “**City of Vernon 2020 Financial Plan Bylaw Number 5794, 2020**” - a bylaw to adopt the Financial Plan for the years 2020 – 2024, be **adopted**. (P. 204)
- 5797 (iv) THAT Bylaw #5797, “**Subdivision and Development Servicing (Schedules O, B, D, E, F and G) Amendment Bylaw Number 5797, 2020**” - a bylaw to amend sections of Subdivision and Development Servicing Bylaw #3843, be **adopted**. (P. 207)
- 5792 (i) THAT Bylaw #5792, “**Council Procedure (July Meeting Removed) Amendment Bylaw Number 5792, 2019**” - a bylaw to remove a meeting in July, be **adopted**. (P. 223)

## FIRST, SECOND AND THIRD READINGS

- 5796 (ii) THAT Bylaw #5796, “**Fees and Charges (Commercial Vehicle Licencing) Amendment Bylaw Number 5796, 2020**” – a bylaw to amend Fees and Charges Bylaw 3909, be **read a first, second and third time**. (P. 226)
- 5799 (iii) THAT Bylaw #5799, “**City of Vernon Tourism Commission (Silver Star Representative) Amendment Bylaw Number 5799**” – a bylaw to amend Tourism Commission Bylaw Number 5683 to include Silver Star Resort as a non-voting Member, be **read a first, second and third time**. (P. 228)

- Memorandum dated January 17, 2020, regarding Amendment to Tourism Commission Bylaw, from the Manager, Economic Development & Tourism. (P. 230)

**13. COUNCIL INFORMATION UPDATES**

**A. Mayor and Councillors Reports.**

**14. INFORMATION ITEMS**

**CLOSE**

**15. CLOSE OF MEETING**

**MINUTES OF A REGULAR OPEN MEETING OF COUNCIL  
HELD MONDAY, JANUARY 13, 2020**

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PRESENT: Mayor V. Cumming

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

Staff: W. Pearce, CAO  
P. Bridal, Director, Corporate Services  
D. Law, Director Financial Services  
S. Koenig, Director, Operations  
K. Flick, Director, Community Infrastructure and Development  
C. Poirier, Manager, Communications & Grants  
B. Bandy, Manager, Real Estate  
K. Poole, Manager, Economic Development & Tourism  
S. Kozin, Manager, Water Reclamation Services

*\*Attended at 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 Gares, seconded by Councillor Mund:

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

- a) *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- 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 1:31 pm.

PRESENT: Mayor V. Cumming

Councillors: A. Mund, K. Fehr, K. Gares,  
D. Nahal (1:32 pm) (S. Anderson, B. Quiring – absent)

Staff: W. Pearce, Chief Administrative Officer  
P. Bridal, Director, Corporate Services  
J. Nicol, Legislative Committee Clerk  
C. Poirier, Manager, Communications & Grants  
K. Flick, Director, Community Development  
D. Law, Director, Financial Services  
S. Koenig, Director, Operation Services  
C. Broderick, Manager, Current Planning\*  
A. Watson, Manager, Transportation\*  
G. Gaucher, Manager, Protective Services\*  
E. Stranks, Manager, Engineering Development Services\*  
L. Cordell, Manager, Long Range Planning & Sustainability\*

\*Attended, as required

Others: Media and Members of the Public

**ADOPTION OF THE AGENDA:**

**APPROVAL OF ITEMS  
LISTED ON THE  
AGENDA**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT the agenda for the January 13, 2020, Regular Open meeting of the Council of The Corporation of The City of Vernon be amended as follows:

1. **ADD ITEM 11.A.(iv) – NEW BUSINESS – Correspondence:**  
Memo dated January 10, 2020 from Debra Law, Director, Financial Services, re: Financial Services Office Renovation

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

**CARRIED.**

**ADOPTION OF MINUTES:**

**COUNCIL MEETINGS**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT the minutes of the Regular Meeting of Council held December 16, 2019 be adopted;

AND FURTHER, that the minutes of the December 16, 2019 Public Hearing be adopted,

AND FURTHER, that the minutes of the Special Regular (Budget) Meeting of Council held December 9 & 10, 2019, be adopted,

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

**CARRIED.**

**BUSINESS ARISING FROM THE MINUTES:**

**GENERAL MATTERS:**

**– DEVELOPMENT  
VARIANCE PERMIT  
APPLICATION FOR  
3403 15<sup>th</sup> STREET  
(DVP00453)**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Council support Development Variance Permit Application #DVP00453 to vary the following sections of Zoning Bylaw #5000 in order to construct a secondary building with suite on Lot 2, Sec 35, Twp 9, ODYD, Plan 4781 (3403 15<sup>th</sup> Street):

- a) Zoning Bylaw #5000 Section 4.5.6: to increase the maximum height of a secondary building from 4.5 m or one storey to **7.5 m** or two storeys;
- b) Zoning Bylaw #5000 Section 9.3.5: to increase the maximum height of a secondary building from 4.5 m to **7.5 m**;
- c) Zoning Bylaw #5000 Section 9.3.6: to allow the access for the primary residence to remain off 15<sup>th</sup> Street, and permit the proposed secondary building with suite to access the rear lane; and
- d) Subdivision and Development Servicing Bylaw #3843 Schedule B Section 3.5.4. to increase the minimum combined access width of primary and secondary accesses on a residential lot from 8.0 m to 11.0 m;

AND FURTHER, that Council **not** support Development Variance Permit Application #DVP00453 to vary the following section of Zoning Bylaw #5000 in order to construct a secondary building with suite on Lot 2, Sec 35, Twp 9, ODYD, Plan 4781 (3403 15<sup>th</sup> Street):

- a) Section 5.5.6: to increase the maximum height of a secondary building containing a secondary suite from **7.5 m to 8.0 m**;

AND FURTHER, that Council support of DVP00453 is subject to the following:

- a) That the site plan noted as Attachment 1 in the report titled "Development Variance Permit Application for 3403 15<sup>th</sup> Street" and dated November 27, 2019 by the Manager, Current Planning be attached to and form part of DVP00453 as Schedule 'A'; and

That the applicant provide updated building elevation plans satisfactory to Administration, intended to illustrate the general form, character and massing of the proposed residence to meet the Zoning

Bylaw Section 5.5.6, being the 7.5 m maximum height limit for a secondary building containing a secondary suite.

**Public Input – DVP  
#00453**

The Corporate Officer advised that no written submissions had been received.

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 #00453

**1. Alex Heglund**

- Is the developer
- Wants to maximize garage space and to bring in lots of sunlight with 9' ceilings and make it the space more appealing to renters.

Mayor Cumming called a second, third, and final time for representation from the public, and there being none, Mayor Cumming closed the Public Input for DVP #00453.

**THE QUESTION WAS CALLED ON THE MAIN MOTION AND DECLARED CARRIED.**

**Issuance of Permit  
#00453**

Moved by Councillor Mund, seconded by Councillor Fehr::

THAT the Corporate Officer be authorized to issue Development Variance Permit #00453 for Lot 2, Sec 35, Twp 9, ODYD, Plan 4781 (3403 15<sup>th</sup> Street), once all conditions of Council are satisfied.

**CARRIED.**

**COUNCIL INQUIRIES**

**ACTING MAYOR  
(0530)**

Council inquired regarding the role of Acting Mayor. Does the Acting Mayor need to attend events on behalf of the Mayor? It may make more sense to have this information ahead of schedule so event attendance can be planned for. **Admin.** If the Mayor is away or out of town, the Mayor will request that the Acting Mayor or a Council Member attend on his behalf. Going forward Administration will ensure that Acting Mayor or Council Member is notified in advance

**SNOW REMOVAL  
(5400-11)**

Kudos to Operations Staff for the great job of snow removal. Reminder to the Public: Please use caution as road conditions are icy.

**SANDING  
(5400-11)**

Council inquired regarding additional sanding because of the slippery sections on some roads. **Admin.** Main roads and hills are a sanding priority. If there is road that is icy, please advise Operations and it will be sanded as required.

**ADMINISTRATION  
UPDATES  
(0550-05)**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Council receives the Administration Updates dated January 13, 2020.

**CARRIED.**

**UNFINISHED BUSINESS:**

**REZONING  
APPLICATION FOR  
4403 – 20<sup>th</sup> STREET  
(ZON00331)**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Council **rescind** Second Reading of Bylaw #5766 to rezone Parcel B, Lot 32, Sec 2, Twp 8, ODYD, Plan 474 exc. the west 20 feet shown on Plan B5878 (4403 – 20th Street) from R5: Four-plex Housing Residential to RH2: Stacked Row Housing Residential, and all conditions relating to the RH2: Stacked Row Housing Residential zone;

AND FURTHER, that Council **approve an amendment** to Bylaw #5766 by replacing the RH2: Stacked Row Housing Residential zone with RM1: Row Housing in order to allow for multi-family development;

AND FURTHER, that:

- a) Prior to final adoption of Bylaw #5766 (as amended) the Development Permit be ready to be issued and that any required variance to Zoning Bylaw #5000, as amended, be evaluated by Council and approved if appropriate; and
- b) That a restrictive covenant be registered on title to provide for a future statutory right of way to allow for a future pedestrian and cycling connections between 20th Street and Pleasant Valley Road.

**CARRIED.**

**COMPOST PILOT  
PROJECT  
RECOMMENDATIONS  
(5280-03)**

Moved by Councillor Nahal, seconded by Councillor Fehr:

THAT Council direct Administration to work with the Regional District of North Okanagan to enhance their waste characterization study to provide a more detailed analysis of the City of Vernon waste stream with a contribution of a maximum of up to \$10,000, with source of funds from Casino Reserve;

AND FURTHER, that Council direct Administration, upon completion of the waste characterization study, to put forth a call to assess market readiness, costs, opportunities and barriers to implementing household organics collection;



AND FURTHER, that Council direct Administration to report the outcomes of the waste characterization study and the market call assessing the feasibility, costs and benefits of household organic collection and identify how the City could address the impending Regional District of North Okanagan's Institutional, Commercial and Industrial food waste ban as outlined in the report titled "*Compost Pilot Project Recommendations*", dated December 30, 2019, respectfully submitted by the Manager, Long Range Planning and Sustainability;

AND FURTHER, that Council authorizes Administration to make application to any grant opportunities that may be available for this project.

**CARRIED.**

Moved by Councillor Nahal, seconded by Councillor Mund:

THAT Council direct Administration to provide a comprehensive review on the feasibility of the restarting the Composting Pilot Program until the results of the enhanced waste characterization study are received.

**CARRIED.**

**THIRD READING OF  
BYLAW #5783 TO  
AMEND  
DEVELOPMENT COST  
CHARGE BYLAW  
#5233  
(3150-20)**

Moved by Mayor Cumming, seconded by Councillor Gares:

THAT Council receive the public and stakeholder comments regarding the amendment to Development Cost Charge Bylaw #5233, as provided in the report titled *Third Reading of Bylaw #5783 to amend Development Cost Charge Bylaw #5233*, dated December 19, 2019, respectfully submitted by the Manager, Engineering Development Services;

AND FURTHER, that Council authorize Third Reading of Bylaw #5783, to amend Development Cost Charge Bylaw #5233 and forward this to the Inspector of Municipalities for provincial review and approval.

**CARRIED.**

**MATTERS REFERRED FROM THE IN-CAMERA MEETING –  
December 16, 2019**

THAT Council brings forward, as public information, the following motions **declassified** from confidential to non-confidential at the **December 16, 2019**, In Camera meeting:

**ADVISORY PLANNING  
COMMITTEE –  
APPLICATIONS FOR  
MEMBERSHIP**

*THAT Council appoint **Joshua Lunn** to the Advisory Planning Committee as the Community at Large representative with experience with accessibility for the disabled/mobility impaired for a term to expire on December 31, 2022.*

(0540-20)

*AND FURTHER, that Council direct Administration to re-advertise for a youth representative for the Advisory Planning Committee.'*

**MATTERS REFERRED FROM THE IN-CAMERA MEETING – January 13, 2020**

THAT Council brings forward, as public information, the following motions **declassified** from confidential to non-confidential at the **January 13, 2020**, In Camera meeting:

**CLIMATE ACTION  
ADVISORY  
COMMITTEE  
MEMBERSHIP  
(0540)**

*'THAT Council appoint **Jenn Comazzetto** as the School District No. 22 Representative on the Climate Action Advisory Committee for the term of 1 year, expiring January 2021, with **Molly Bono** as Alternate Representative;'*

**TOURISM COMMISSION  
MEMBERSHIP  
(0540)**

*'THAT Council direct Administration to revise the Tourism Commission Bylaw #5683 to include a representative from Silver Star Resort as a non-voting member on the Tourism Commission.'*

**NEW BUSINESS**

**CORRESPONDENCE:**

**2020 – 2024  
FINANCIAL PLAN  
BYLAW #5794  
(1700-02)**

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Council receive the memorandum titled *2020 – 2024 Financial Plan Bylaw #5794*, from the Director, Financial Services, dated December 27, 2019, for information.

**CARRIED.**

**PROPOSED  
AMENDMENTS TO THE  
FEES AND CHARGES  
BYLAW #3909  
RELATING TO THE  
COMMERCIAL  
VEHICLE LICENCING  
BYLAW #3223  
(4000-01-10)**

Moved by Councillor Fehr, seconded by Councillor Nahal:

THAT Council approve Bylaw amendments to the Fees and Charges Bylaw #3909, as presented in the memorandum titled *Proposed Amendment to the Fees and Charges Bylaw #3909, relating to the Commercial Vehicle Licencing Bylaw #3233*, dated January 3, 2020, respectfully submitted by the Manager, Protective Services.

Moved by Councillor Gares, seconded by Councillor Fehr:

THAT Council **postpone** consideration of Proposed Amendment to the Fees and Charges Bylaw #3909, relating to the Commercial Vehicle Licencing Bylaw #3233, pending additional information from the Manager, Protective Services.

**CARRIED.**

**DOWNTOWN VERNON  
ASSOCIATION –  
BICYCLE  
INFRASTRUCTURE  
(8300-09)**

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Council refers the letter dated December 14, 2019 from Dudley Coulter, Events & Promotions Coordinator to Administration for review and recommendation to Council.

**CARRIED.**

**FINANCIAL SERVICES  
OFFICE RENOVATION  
(1700-02)**

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Council approve funding for the Financial Services Office Renovation in the amount of \$60,000 from the 2019 unspent budget for the vacant exempt position.

**CARRIED.**

**REPORTS:**

**UNION OF BC  
MUNICIPALITIES 2019  
COMMUNITY  
EMERGENCY  
PREPAREDNESS  
FUND – INDIGENOUS  
CULTURAL SAFETY  
AND CULTURAL  
HUMILITY TRAINING  
(1855-20)**

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Council authorize the \$25,000 UBCM CEPF grant funding application as attached to the report titled *Union of BC Municipalities (UBCM) 2019 Community emergency Preparedness Fund (CEPF) – Indigenous Cultural Safety & Cultural Humility Training* grant funding application, dated December 13, 2019, respectfully submitted by the Emergency Program Coordinator;

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

**CARRIED.**

**AMENDMENT OF  
SUBDIVISION AND  
DEVELOPMENT  
SERVICING BYLAW  
#3843 SCHEDULE B –  
TRANSPORTATION  
(6455 – Schedule B)**

Moved by Councillor Fehr, seconded by Councillor Mund:

THAT Council support the proposed amendments to Subdivision and Development Servicing Bylaw #3843, Schedule B as outlined in the report titled *Amendment of Subdivision and Development Servicing Bylaw #3843 Schedule B – Transportation*, dated December 30, 2019, respectfully submitted by the Manager, Engineering Development Services.

**CARRIED.**

**CANNABIS BUSINESS  
LICENCE  
APPLICATION FOR  
UNIT 1 – 1800**

Moved by Councillor Fehr, seconded by Councillor Gares:

THAT Council provide a positive recommendation to the Liquor and Cannabis Regulation Branch (LCRB) regarding Cannabis Retail

**KALAMALKA LAKE  
ROAD  
(CRL00022)**

Store application (Job#002879/2267) (CRL00022) with respect to the application to establish a Non-Medical cannabis retail sales business on Lot 1, Plan 21570, ODYD (1-1800 Kalamalka Lake Road);

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 Unit 1-1800 Kalamalka Lake Road is within the C11 – Service 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:
  - (ii) 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.

The Cannabis Business Licence application was referred to 19 staff in various departments and external agencies as well as 61 business, property owners and occupants within 30m of the subject property. Three responses were in support, one indicating no objection and one in opposition;

AND FURTHER, that the report from the Manager, Current Planning dated December 30, 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 CRL00022.

**CARRIED.**

**CANNABIS BUSINESS  
LICENCE  
APPLICATION FOR  
UNIT 105D-3101  
HIGHWAY 6  
(CRL00018)**

Moved by Councillor Fehr, seconded by Councillor Mund:

THAT Council provide a positive recommendation to the Liquor and Cannabis Regulation Branch (LCRB) regarding Cannabis Retail Store application (Job#001627) (CRL00018) with respect to the application to establish a Non-Medical cannabis retail sales business on Lot A, Plan KAP45003, Sec 34, Twp 9, ODYD (105D-3101 Highway 6);

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 105D-3101 Highway 6 is within the C8 Central Business District 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 75 stakeholder referral letters being sent to internal departments, agencies and to all businesses, property owners and occupants within 30 m of the subject property. No objections were received. The Downtown Vernon Association and property owner had previously submitted letters of support.

AND FURTHER, that the report from the Manager, Current Planning dated December 30, 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 CRL00018.

**CARRIED, with Councillor Nahal opposed.**

**LEGISLATIVE MATTERS:**

**BYLAWS:**

**ADOPTION**

- **5787**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5787, "**Zoning Text (Accessible Parking Updates) Amendment Bylaw Number 5787, 2019**" – a bylaw to amend Zoning Bylaw Number 5000, be **adopted**.

**CARRIED.**

• *Councillor Fehr declared a perceived conflict of interest as he works at Turning Points Collaborative. Councillor Fehr left the meeting at 2:51 pm.*

- 5788

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Bylaw 5788, "**Zoning Text (Temporary Shelters) Amendment Bylaw Number 5788, 2019**" – a bylaw to amend Zoning Bylaw Number 5000, be **adopted**.

**CARRIED.**

*Councillor Fehr returned to the meeting at 2:52 pm.*

**THIRD READING**

- 5783

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5783, "**Development Cost Charges (Updates) Amendment Bylaw Number 5783, 2019**" – a bylaw to amend the City of Vernon Development Cost Charge Bylaw #5233, be **read a third time**.

**CARRIED.**

**RESCIND SECOND  
READING, SECOND  
READING AS  
AMENDED**

- 5766

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Council **rescinds second reading** for Bylaw #5766 - "**4403 20<sup>th</sup> Street Rezoning Amendment Bylaw Number 5766, 2019**" – a bylaw to rezone the subject property from rezoned from "R5: Four-plex Housing Residential" to "RH2: Stacked Row Housing Residential";

AND FURTHER, that Council amends "**4403 20<sup>th</sup> Street Rezoning Amendment Bylaw Number 5766, 2019**" by removing the RH2: Stacked Row Housing Residential Zone and **replacing with RM1: Row Housing**;

AND FURTHER, that Bylaw #5766 - "**4403 20<sup>th</sup> Street Rezoning Amendment Bylaw Number 5766, 2019**" – a bylaw to rezone the subject property from "**R5: Four-plex Housing Residential**" to "**RM1: Row Housing**" be **read a second time, as amended**;

AND FURTHER, that the Public Hearing for amended Bylaw #5766 be scheduled for **February 10, 2020 at 5:30 pm**, in Council Chambers.

**CARRIED.**

**FIRST, SECOND &  
THIRD READINGS**

- 5798

Moved by Councillor Gares, seconded by Councillor Mund:

THAT Bylaw #5798, "**City of Vernon Records Management (Updates) Amendment Bylaw Number 5798, 2020**" – a bylaw to update various references and include new record compliance for third parties, be **read a first, second and third time**.

**CARRIED.**

*Councillor Gares declared a conflict of interest in the following matter as she is a representative on the Vernon Land Trust Board. Councillor Gares left the meeting 2:53 pm.*

- **5793**

Moved by Councillor Fehr, seconded by Mayor Cumming:

THAT Bylaw #5793, "**4005 Pleasant Valley Road Housing Agreement Bylaw Number 5793, 2020**" - a bylaw to authorize a Housing Agreement, be **read a first, second and third time.**

**CARRIED.**

*Councillor Gares returned to the meeting at 2:54 pm.*

- **5794**

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Bylaw #5794, "**City of Vernon 2020 Financial Plan Bylaw Number 5794, 2020**", - a bylaw to adopt the Financial Plan for the years 2020 – 2024, **be read a first, second and third time.**

**CARRIED.**

- **5797**

Moved by Councillor Gares, seconded by Councillor Nahal:

THAT Bylaw #5797, "**Subdivision and Development Servicing (Schedules O, B, D, E, F and G) Amendment Bylaw Number 5797, 2020**", a bylaw to amend sections of Subdivision and Development Servicing Bylaw #3843, **be read a first, second and third time.**

**CARRIED.**

**COUNCIL INFORMATION UPDATES:**

**COUNCILLOR KARI GARES**

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

Attended:

- RCMP Appreciation Day
- Greater Vernon Chamber of Commerce meeting
- Commonage Project Meeting.

**COUNCILLOR KELLY FEHR**

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

Attended:

- Partners in Action meeting
- GVAC.

- **MEETING/EVENT ATTENDANCE**

- **MEETING/EVENT ATTENDANCE**

MAYOR VICTOR CUMMING

Mayor Cumming provided a verbal report on the following matters:

• **MEETING/EVENT  
ATTENDANCE**

Attended:

- Kal Tire Meeting
- MP's Open House
- Climate Action Advisory Committee
- Hosted two classes from Grade 4/5 class from Coldstream Elementary
- Economic Development Advisory Committee
- Opening of Transit Exchange at Village Green Shopping Centre
- GVAC
- Winter Carnival Media Night

INFORMATION ITEMS:

Council received the following information items:

**A.** Minutes from the following Committees of Council:

- (i) Affordable Housing Advisory, April 11, 2019
- (ii) Economic Development, June 27, 2019
- (iii) Climate Action, November 13, 2019
- (iv) Tourism Commission, November 20, 2019

**B.** Letter dated December 12, 2019 from Alison Slater, Southern Interior Local Government Association, re: SILGA Convention Call for Nominations 2020.

**C.** Letter dated December 12, 2019 from Alison Slater, Southern Interior Local Government Association, re: Call for Resolutions for 2020 Convention.

**D.**

**RECESS**

Mayor Cumming recessed the Regular Open Meeting of the Council of the Corporation of the City of Vernon at 3:01 p.m.

**RECONVENE**

Mayor Cumming reconvened the Regular Open Meeting of the Council of the Corporation of the City of Vernon at 6:03 p.m.

**PRESENT:** Mayor V. Cumming

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

**Staff:** W. Pearce, Chief Administrative Officer  
P. Bridal, Director, Corporate Services  
J. Nicol, Legislative Committee Clerk  
C. Broderick, Manager, Current Planning  
K. Flick, Director, Community Development  
E. Croy, Transportation Planner



K. Chamberlain, Current Planning

**Others:** Members of the Public

**THIRD READING**

- **5789**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5789, "**3202 16<sup>th</sup> Avenue and 1504 32<sup>nd</sup> Street Rezoning Amendment Bylaw Number 5789, 2019**" - a bylaw to rezone the subject properties from "R2 – Large Lot Residential" to "RM2: Multiple Housing Residential" be **read a third time**.

**CARRIED.**

- **5782**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Bylaw #5782, "**967 Mt. Beaven Place Rezoning Amendment bylaw Number 5782, 2019**" – a bylaw to rezone the subject property from "R2:Large Lot Residential" to "R2h: Large Lot Residential – Sub-zone", be **read a third time**.

**CARRIED.**

- **5790**

Moved by Councillor Fehr, seconded by Councillor Nahal:

THAT Bylaw #5790, "**5577 27<sup>th</sup> Avenue Rezoning Amendment Bylaw Number 5790, 2019**" – a bylaw to rezone the subject property from "R1: Estate Lot Residential" to "RH1: Low-Rise Apartment Residential", be **read a third time**.

**CARRIED.**

**CLOSE**

Mayor Cumming closed the Regular Open Meeting of the Council of the Corporation of the City of Vernon at 6:08 pm.

**CERTIFIED CORRECT:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**MINUTES OF A SPECIAL REGULAR OPEN MEETING OF COUNCIL  
HELD TUESDAY, JANUARY 21, 2020  
KAL TIRE PLACE (CIVIC ROOM)  
3445 – 43<sup>rd</sup> Avenue, Vernon, BC**

---

**PRESENT:** Mayor V. Cumming

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

Staff: W. Pearce, CAO  
P. Bridal, Deputy CAO, Director, Corporate Services  
S. Wright, Manager, Recreation Services  
S. Mitchell, Manager, Arena Events & Bookings  
L. Walker, Manager Recreation Administration  
G. Lefebvre, Aquatic Coordinator

Mayor Cumming called the Special Regular Open meeting to order at 4:30 pm and requested a motion to move In Camera.

**RESOLUTION TO  
CLOSE MEETING**

**Moved** by Councillor Mund, seconded by Councillor Fehr:

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

*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.**

**RECONVENE**

Mayor Cumming called the Special Regular Open meeting back to order at 6:50 pm.

**ADOPTION OF THE AGENDA:**

**APPROVAL OF  
AGENDA**

**Moved** by Councillor Fehr, seconded by Councillor Gares:

THAT the agenda for the January 21, 2020 Special Regular meeting of the Council of The Corporation of The City of Vernon be amended as follows:

**(i) NEW ITEM - Update – the Childcare BC New Space Fund**

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

**CARRIED.**

**UNFINISHED BUSINESS:****UPDATE – THE  
CHILDCARE BC NEW  
SPACE FUND (P. )**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Council provide a letter authorizing Administration to utilize funds up to \$50,000 as the payment for DCC charges for the proposed Lakers Child Care Facility and to confirm that any cost overruns for the project will be funded by the City, if the Childcare BC New Space Fund BC grant for \$3 million to build a childcare facility is approved by the Ministry of Children and Family Development;

AND FURTHER, that Council authorize Administration to utilize funds from the Casino reserve for the DCC charges and any cost overruns for the proposed Lakers Child Care Facility;

AND FURTHER, that Council provide a letter authorizing Administration to utilize funds up to \$80,000 as the payment for DCC charges for the proposed Okanagan Boys and Girls Club Building Expansion, and to confirm that any cost overruns for the project will be funded by the City, if the Childcare BC New Space Fund BC grant for \$3 million to build a childcare facility is approved by the Ministry of Children and Family Development;

AND FURTHER, that Council authorize Administration to utilize funds from the Casino reserve for the DCC charges and any cost overruns for the proposed Okanagan Boys and Girls Club Building Expansion.

**CARRIED.**

**CLOSE**

Mayor Cumming closed the Special Open Meeting of the Council of the Corporation of the City of Vernon at 6:59 pm

**CERTIFIED CORRECT:**

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Mayor

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Corporate Officer

THE CORPORATION OF THE CITY OF VERNON

**RECORD OF A PUBLIC HEARING OF COUNCIL  
HELD MONDAY, JANUARY 13, 2020 COUNCIL CHAMBERS  
3400 – 30 STREET, VERNON, B.C.**

---

PRESENT: Mayor Cumming

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

Staff: W. Pearce, CAO  
P. Bridal, DCAO / Director, Corporate Services  
J. Nicol, Legislative Committee Clerk  
K. Flick, Director, Community Infrastructure & Development  
Services  
E. Croy, Transportation Planner  
C. Broderick, Manager, Current Planning  
K. Chamberlain, Current Planning

Others: Members of the Public

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Mayor Cumming called the Public Hearing to order at 5:31 p.m.

Mayor Cumming outlined the procedures to be followed.

Corporate Officer, Patti Bridal advised that Notice of the Public Hearing was published in the **Friday, January 3, 2020, and Wednesday, January 8, 2019** issues of the Morning Star Newspaper, as required by the *Local Government Act*.

Administration provided a brief overview of the application.

Mayor Cumming called a first time for representation from the public in attendance with regard to:

**A. “3202 16<sup>th</sup> Avenue and 1504 32<sup>nd</sup> Street Rezoning Amendment Bylaw Number 5789, 2019”**

Prior to the Public Hearing no written submissions were received.

SPEAKER NAME	COMMENTS
Jason Shortt	<ul style="list-style-type: none"><li>• Attending on behalf of the applicant</li><li>• Fully support staff recommendation and is here to answer any questions Council may have.</li></ul>

Mayor Cumming called a second, third and final time for representation from the public. There being none, Mayor Cumming closed the Public Hearing for:

**“3202 16<sup>th</sup> Avenue and 1504 32<sup>nd</sup> Street Rezoning Amendment Bylaw Number 5789, 2019”**

Mayor Cumming called a first time for representation from the public in attendance with regard to:

**B. “968 Mt. Beaven Place Rezoning Amendment Bylaw Number 5782, 2019:, together with Public Input for Development Variance Permit #00463**

Prior to the Public Hearing five written submissions were received:

Date	Name
January 6, 2020	Rob & Lynn Babuin
January 9, 2020	Shannon & Tyson Head
January 13, 2020	Ernest Kaminski
January 13, 2020	Nathan Nesbitt
January 13, 2020	Emily McDougall

Mayor Cumming called a first time for representation from the public in attendance with regard to:

**“968 Mt. Beaven Place Rezoning Amendment Bylaw Number 5782, 2019:, together with Public Input for Development Variance Permit #00463**

SPEAKER NAME	COMMENTS
Bruce Ledger, Applicant	<ul style="list-style-type: none"> <li>• He is here to answer any questions that Council may have.</li> </ul>

Mayor Cumming called a second, third and final time for representation from the public. There being none, Mayor Cumming closed the Public Hearing for:

**“968 Mt. Beaven Place Rezoning Amendment Bylaw Number 5782, 2019:, together with Public Input for Development Variance Permit #00463**

**C. “5577 27<sup>th</sup> Avenue Rezoning Amendment Bylaw Number 5790, 2019”**

Prior to the Public Hearing one written submissions was received:

Date	Name
December 30, 2019	E. Derksen

Mayor Cumming called a first time for representation from the public in attendance with regard to:

**“5577 27<sup>th</sup> Avenue Rezoning Amendment Bylaw Number 5790, 2019**

SPEAKER NAME	COMMENTS
Jesse Alexander, on behalf of the Applicant	<ul style="list-style-type: none"> <li>• He is available to answer any questions that Council may have.</li> </ul>
Edith Schleiss	<ul style="list-style-type: none"> <li>• First four storey was built at 5545 27 Avenue</li> <li>• Concessions were given to this development</li> <li>• Only one road in and out of development</li> <li>• Lesser and smaller parking spaces</li> <li>• Was approved despite concerns of neighbours</li> <li>• Could be 25% smaller than the first development</li> <li>• What will be the concessions?</li> <li>• Traffic is quite strong there</li> <li>• This is unfair to neighbours</li> <li>• Too much traffic already</li> <li>• Could fit seven same developments into Gracelands</li> <li>• No place for children to play</li> <li>• Should use this vacant space for playground for 5545 27 Avenue</li> <li>• Find the information package confusing</li> <li>• Confused as to where park will be</li> <li>• Submitting photograph of Gracelands now for Council's review.</li> </ul>
Karen Gerein, representing Vernon Native Housing (VHN)	<ul style="list-style-type: none"> <li>• Property is designated this way</li> <li>• Been with VNH for 21 years</li> <li>• Concerns are similar to first development at 5545 27 Avenue</li> <li>• 5 bachelors suites, 14 one bedroom suites, rest of units for elders and seniors</li> <li>• Vehicles should be less than average number</li> <li>• 20% are for people with mobility issues</li> <li>• Thank you to City staff for working with Vernon Native Housing</li> <li>• This proposed development will go a long way to housing those that are homeless.</li> </ul>

Mayor Cumming called a second, third and final time for representation from the public. There being none, Mayor Cumming closed the Public Hearing for:

**"5577 27<sup>th</sup> Avenue Rezoning Amendment Bylaw Number 5790, 2019**

**CLOSE:**

The Public Hearing closed at 6:02 pm.

**CERTIFIED CORRECT:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

## PHASE 1: OKANAGAN YOUTH RECOVERY HOUSE

**Phase 1:** A 6-bed facility based treatment program for young people under the age of 19 who present with Substance Use Disorder, Alcohol Use Disorder or Concurrent Disorder and for whom community based or other outpatient approaches have not been effective.

### Overview

The Youth Recovery House:

- Employs evidence-based interventions which reflect the multi-dimensional nature of addiction, and will impact the physical, social, environmental, psychological, cultural and spiritual circumstance of the participants;
- Provides tailored and individualized approaches to best respond to each admitted youth's diagnosis, presenting concerns, individual competencies and priorities;
- Creates the conditions for young people to embark on a process of change, which will improve their health and well-being, their ability to direct their own lives and inspire them to reach their potential; and,
- Enables young people to foster healthy relationships and reconnect with themselves, with community, with nature, and with those who genuinely care for their well-being.

### Program Description

**The Youth Recovery House** is a holistic, voluntary, licensed and accredited program that provides a safe, stable home-like environment and therapeutic community for individuals under the age of 19.

Each program is tailored to meet the needs and skills of the individual seeking treatment; the program is scaled to address their presenting concerns and aptitudes based on the following framework:

**Clinical Intervention:** Individual and group therapy focusing on mental health, family conflict, relationships, esteem, decision-making and introductory trauma work. Modalities include eco-therapy, motivational enhancement, family counselling, EMDR, CBT, and Narrative Therapy, amongst others. Medication Assisted Treatment is introduced and maintained as appropriate.

**Psychoeducation:** Provides foundational information to support sobriety, coping, emotional literacy and harm reduction, which is reinforced through staff interactions and explored in greater depth in therapeutic group work.

**Community Engagement:** Supports the prosocial interactions of the young person in residence, within their peer group, their culture, and in the broader community. Community engagement will reduce social isolation and create opportunity for life-long connection.

**Life Skills:** Supports development and mastery of social skills, living skills, decision-making, emotional regulation and self-care. Individualized lesson plans support educational attainment/continuation, or support in job search and career development as appropriate.



Family Programming: Involves the young person's natural supports in the treatment program to reinforce engagement and therapeutic progress of youth during and after treatment.

After Care: Assertive continuing after care is critical to recovery management, and this support to all alumni allows families to focus on wellness and relationships while the allied professionals maintain active involvement in their post-treatment care.

### **Program Principles**

Individualized: At the Youth Recovery House, the participant is at the center of their treatment experience, not one single specific theory or ideology. All interventions are informed by evidence and delivered to meet the unique presenting needs of the individual and his/her family.

Strength Based & Collaborative: The Youth Recovery House acknowledges the inherent strengths and resilience of all young people and engages these protective factors to reduce risk and support them in achieving their goals and creating a positive vision for their future.

Trauma Informed: The Youth Recovery House respects the intersecting experiences of trauma, mental health and substance use and works at the individual and program level to mitigate trauma's interference with participant's sense of safety, self, and self-efficacy.

Culturally Relevant: The Youth Recovery House is dedicated to service that connects youth with the language, beliefs and culture of their communities – as defined by them – in order to tap into the basic but powerful adaptive systems in their environment.

### **Duration of Program**

The duration of the program will vary, determined by the achievement of agreed upon goals at admission as well as evolving aspirations during the resident's time in program. Typical length of stay will range from three to six months.

Transition planning for eventual discharge begins at the time of admission to ensure safety and support the ongoing clinical progress of the young person as they move into the aftercare portion of the program.

### **Staffing**

The Youth Recovery House employs an interdisciplinary team-based approach with skilled practitioners that include physicians, mental health clinicians, nurses, nutritionists, recreation therapists, and indigenous advocates/elders. Physical and psychological safety of the young people receiving care is of paramount concern. The facility is staffed 24/7 with nursing and clinical support available 7 days per week.

Physician leadership and clinical oversight will be foundational components supporting the interdisciplinary care team. These roles will have committed dedicated funding for non-billable program support activities. In addition, Addictions Medicine, Child and Adolescent Psychiatry and Primary Care Physician involvement is available as required to support each young person's needs and care plan.

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# IF NOT NOW, WHEN?



We transform lives  
and build community

**RECOVERY HOUSE | CASE FOR SUPPORT**  
*An Okanagan Treatment Program for Children and Youth*

[www.youthrecoveryhouse.ca](http://www.youthrecoveryhouse.ca)





“

**“At its very core, youth treatment is all about prevention: if we invest in people who are struggling with addiction when they are young, we will impact the safety, vibrancy and health of the Okanagan for years to come.**

**– Celine Thompson, Executive Director**

”



**We transform lives  
and build community**

Based in Kelowna, British Columbia, The Bridge Youth & Family Services Society is a non-profit, charitable organization that since 1969 has been actively supporting families and individuals who experience poverty, substance misuse, family conflict, homelessness, mental illness, sexual exploitation, abuse and trauma.

As an accredited agency, we achieve and maintain the highest international standards of professional practice and are the largest provider of publicly funded substance use treatment and recovery services in the Central Okanagan. Our current substance use services include Adult Residential Treatment, Adult and Youth Withdrawal Management (Detox), Adult Supported Recovery Housing, Youth Outreach, and Street Outreach with the Mobile Overdose Prevention Unit.

It is with this confidence borne of experience that we present this Case for Support. With your assistance, we can build an Okanagan Youth Recovery House to help our children and youth overcome an increasingly dangerous dependence on illicit drugs and alcohol.

**HELP CHANGE THE STORY** – together we can build a life-changing program for youth struggling with addiction.




# IF NOT NOW, WHEN?

2018 saw BC suffer more than 1,500 fatal overdoses in a single year.

## YOUTH CASUALTIES RISING

The Interior witnessed 231 overdose deaths in 2018 with 55 of these occurring in Kelowna, our own backyard. 17 of those who died due to illicit drugs in our province last year were between the ages of 10 and 18. The rate of young people dying from overdose doubled from 2016 to 2017.



"I use heroin to feel safe; it's the only time I don't feel pain."

- YD33 Participant

## THERE IS AN ALARMING GAP

There are fewer than 50 publicly funded substance use treatment beds for youth in all of BC. Just four of those beds are designated for the Okanagan's young people, between the ages of 17 to 24, and there are NO beds available to children under 17. Yet Statistics Canada reports 68,000 youth in Canada meet the diagnostic criteria for problematic substance use. While the majority of these youth will not need intensive treatment, the limited number of beds available does not come close to meeting the need.

At The Bridge, we have supported children as young as 12 through YD33, our Youth Withdrawal Management program. Here, they spend a mere 15 days housed with us. Many return to poverty, homelessness, and life on the streets because treatment beds aren't immediately available.

## CHILDREN ARE STRUGGLING TO COPE

The majority of participants at Bridgeway, our adult treatment program, tell us their addiction began in their youth. This reported age of onset is typical and consistent with the literature. Due to systemic inequalities, cultural and structural factors, indigenous youth, youth in care of government and youth who belong to the LGBTQ2S+ community are at increased risk to experience the negative consequences of substance use and mental health challenges.

### YD33 Statistics 2018

#### 62 Youth Served

#### Substances Used

- 41% Methamphetamine
- 24% Heroin / Fentanyl
- 15% Alcohol
- 11% Cocaine
- 9% Cannabis / Hallucinogen





“

If we had access to a youth treatment facility, I believe the devastating outcome of our son's death by overdose would have been averted. I absolutely support and encourage getting our youth into treatment before they become adults... before the sting of stigma shapes their self values, and the harm is more difficult to reverse.

**Let's help encourage our youth  
before it is too late to change  
and to turn back the clock.**

- Arlene Howe

”

# THE YOUTH RECOVERY HOUSE

## BUILDING PLANS ARE UNDERWAY

We are working with Meiklejohn Architects Inc. to design the Youth Recovery House. It will be a thoughtfully designed 16-bedroom, live-in facility with healing spaces dedicated to expert care, recreation, education, counselling and contemplation.

We are seeking a one-to-two-acre property in the Okanagan. The site will offer a natural setting that promotes optimum recovery and healing for youth, with an emphasis on those individuals and families who are unable to afford private long-term treatment.

Here, our intensive, goal-oriented, live-in treatment program will inspire recovery through evidence-based practice.

**Our program will provide the tools, skills and resources these young people need.**

## OUR PROGRAM

The goal of the program will be to improve the health and wellness of each youth so they can reach their full potential. Youth will be supported to foster healthy relationships and create connections to community, nature and those who genuinely care for their well-being. Life skills, education and job readiness training will be an integral part of the recovery process. Activities will be tailored to meet psychosocial, biological and cultural needs for families and youth during and after treatment.

The treatment and recovery program at the Youth Recovery House will be strongly rooted in our expert knowledge to address factors underlying addictive behaviour. All elements of the program will incorporate safety, choice, collaboration, trustworthiness and empowerment to ensure the physical and emotional safety of an individual is always considered. The Bridge will also seek and incorporate feedback from participants to guide the work and modify programming as needed, and will include individual and group based supports for youth and their families.

Family members and caregivers face unique challenges when supporting a loved one struggling with substance use disorder and can be an extremely valuable resource in a person's addiction care and recovery. They will therefore be involved in the recovery process and receive knowledge, skills and support during and after treatment.



*Proposed Youth Recovery House Facility*



# IF NOT US, WHO?

When it comes to the harsh reality substance use imposes on children and adolescents, The Bridge team is well-seasoned and unshakable, but our adversary is evolving. We see children we have cared for die outdoors and alone, and it shatters us. We are firm in our resolve to rally the community to build and provide long-term rehabilitative housing and care for youth in our area addicted to illicit drugs and alcohol.

Together, we can make a difference. Our young people are struggling; yet, **they are children**. Their futures are decades ahead and can be rewritten. They need the opportunity to heal, learn and change course. We are the catalyst for their resurgence. **Our children and youth are relying on us to help change the story.**

## ALLIES

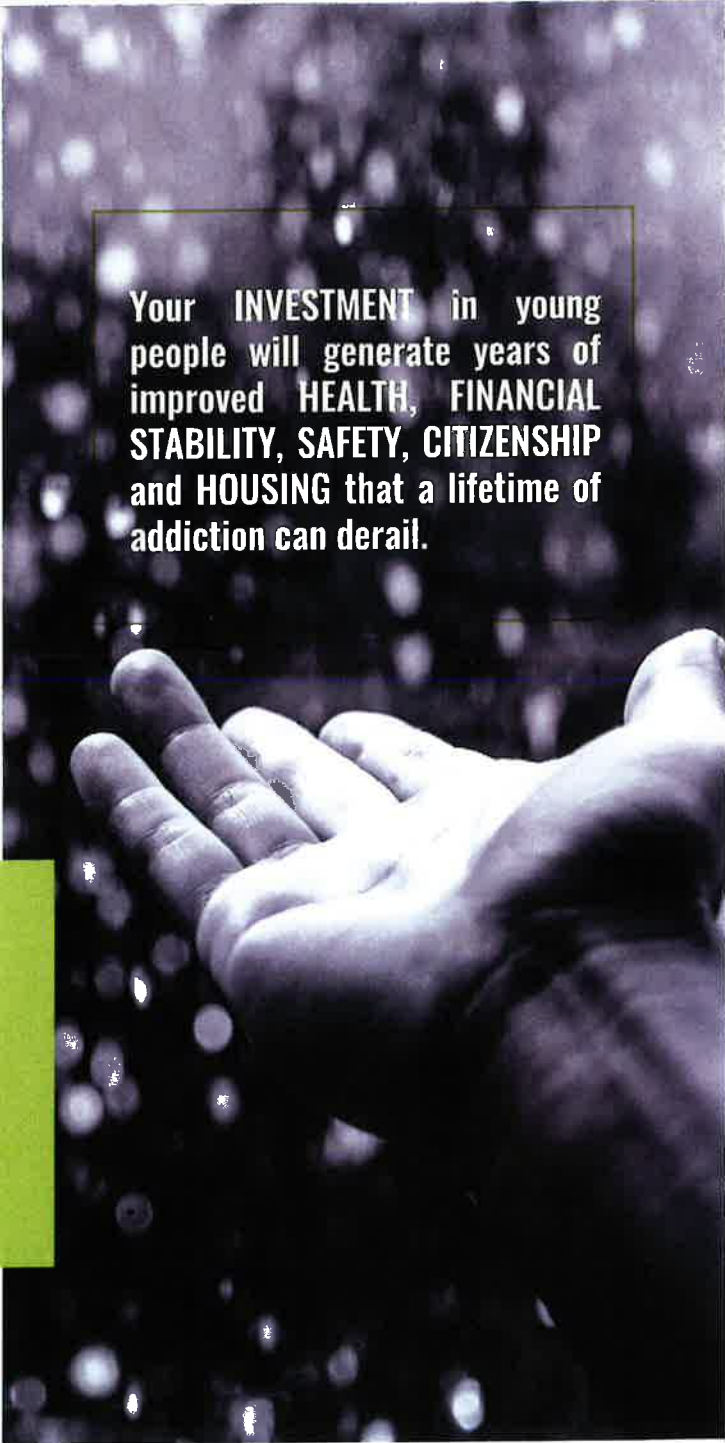
The Bridge is working with a core group of local individuals of influence who possess the leadership, resources and contacts we need to make the Youth Recovery House a reality. Some of our earliest and most committed allies include the Local 953 Kelowna Professional Firefighters Charitable Association, Valley First Insurance, KPMG, Tolko, Foundry Kelowna, Moms Stop the Harm, Mayor Colin Basran, and Councillors Ryan Donn, Loyal Woolridge, Luke Stack and Mohini Singh, with more individuals and organizations joining us each day.

Together we are rallying the community to take action to generate the resources and funds necessary to create a safe, healing space to ensure that our children affected by substance use disorder receive the care and support they need to recover.

**PLEASE JOIN US!**

"They're our future and we need to ensure they're going to be healthy enough to sustain our future. So we need these things in place and we need them now."

– Helen Jennens  
*Moms Stop The Harm*



Your **INVESTMENT** in young people will generate years of improved **HEALTH, FINANCIAL STABILITY, SAFETY, CITIZENSHIP** and **HOUSING** that a lifetime of addiction can derail.





We transform lives  
and build community

"Like most, if not all families, mine has been negatively impacted by youth addiction and mental illness, which typically run hand in hand. When I moved back to Kelowna in 2017, I had the opportunity to sit down with Celine. Her commitment and dedication to bring a Youth Recovery House to Kelowna inspired me. The next generation are more at risk than ever and we have an obligation to provide them with a safe environment to heal and recover. I am proud to support this crusade."

– Garrett Jones  
Regional Sales Leader  
Commercial Lines Valley First Insurance

## HELP CHANGE THE STORY

Together we can build a life-changing program for youth struggling with addiction.

### Contact us today.

Kelly Paley  
Director of Fund Development  
kelly.paley@thebridgeservices.ca

#8-2604 Enterprise Way  
Kelowna, BC V1X 7Y5  
Local: 250 763 0456  
Toll free: 1 855 760 0456

 TheBridgeServices  thebridgeserv  thebridgeserv  
[www.youthrecoveryhouse.ca](http://www.youthrecoveryhouse.ca)



### Board of Directors

Britt Vig – President  
Patrick Spinks – Vice President  
Elizabeth Woods – Secretary  
Ben Wasenius – Past President & Treasurer  
Meghan Currie – Director

Corrine Johnson – Director  
Tish Lakes – Director  
Joyce Galuska – Director  
Mike Wright – Director  
Andre Hugo – Director

## QUOTES

“We should no longer assume that any current or future wireless technology, including 5G, is safe without adequate testing.”  
**Dr. Ronald Melnik**

“Putting in tens of millions of 5G antennae without a single biological test for safety has got to be the stupidest idea anyone has had in the history of the world.”  
**Dr. Martin Pall**

“I cannot welcome such technology if the radiation standards, which must protect the citizen, are not respected 5G or not. The people of Brussels are not guinea pigs whose health I can sell for a profit.”  
**Celine Fremault, Environmental Minister, Belgium**

“If I asked you how much more radiation is penetrating your body today compared to 10 years ago, is it twice as much, 3 times as much? No it's a quintillion times more. That's a one with 18 zeros.”  
**Prof. Olle Johansson**

“You are condemning the future generations of every child.”  
**Barrie Trower**

Bioeffects are clearly established and occur at very low levels of exposure to (EMFs) and radiofrequency radiation.”  
**Dr. Lennart Hardell, Sweden, Dept. Of Oncology**

“Many scientists world-wide now believe that radiofrequency radiation should be elevated to a Class One human carcinogen, on the same list as cigarettes, x-rays and asbestos.”  
**Dr. Anthony Miller**

“My clinic is already assessing patients from across Ontario who are sensitive to microwave radiation. We expect wireless 5G to add to this burden.”  
**Dr. Riina Bray**

**The International Scientific Declaration of EHS and multiple sensitivity (MCS)** declared that “inaction is a cost to society and is not an option anymore... we unanimously acknowledge this serious hazard to public health....urgently requiring that major primary prevention measures are adopted and prioritized, to face this world-wide pan-epidemic in perspective.”

“The science is conclusive, there are harmful biological effects of wireless radiation exposure levels that are many thousands of times lower than the current allowable limits.”  
**Dr. Debra Greene, PhD**

“The Precautionary Principle: implies that there is a social responsibility to protect the public from exposure to harm, when scientific investigation has found a plausible risk.”  
**Wikipedia**

## Doctors, Scientists and Others who are concerned about 5G

- refers to quote or video

**Blank, Martin, PhD\*** Assoc. Professor, Columbia University, Dept. of Physiology & Cellular Biophysics;  
Lead scientist for UN appeal, with 240 scientists from 41 nations; & their published, peer-reviewed studies,  
author of **“Overpowered: The Dangers of Electromagnetic Radiation and What You Can Do About It”**

**Bray, Riina, MD\*** : Medical Director of the Environmental Health Clinic at Women's College and  
Chair or Environmental Health Committee of Ontario College Family Physicians;  
MA in Science, Pharmacology & Biomedical Engineering

**Brodeur, Paul:** US Army Counter Intelligence; Investigative science writer,  
named in the UN Global 500 for outstanding environmental achievements

**Carpenter, David O. MD,** Prof. Of Environmental Health Sciences, Harvard;  
Director of Institute for Health and the Environmental Sciences

**Clegg, Frank\*** former president of Microsoft Canada, CEO &/Founder of C4ST

**Collins, Christopher, PhD** Radiology, School of Medicine, New York University

**Curry, Bill P., PhD** Physicist, famous for radiation absorption graph misrepresented in NY Times article

**Devra Davies, PhD\*** Epidemiologist; US Chemical & Safety Hazard Investigation 1994-1999;  
founding director for Environmental Oncology; involved in the **National Toxicology Program** study; President of Environmental Health Trust

**Flynn, Jerry, Captain (retired)** in Canadian Arms Forces, Electronic Warfare;  
author of **“Hidden Dangers of 5G”**

**Goldberg, Sharon, MD\*** Obstetrician, Gynecologist, Teacher & Researcher at University of New Mexico;  
testified at Senate & House Committees

**Greene, Debra, PhD** in Communications and Somatic Studies;  
author of **“5G -- The Global Human Experiment without Consent”**

**Greenfield, David, MD:** Assistant Professor of Clinical Psychiatry, University of Connecticut;  
Founder of The Center for Internet & Technology Addiction

**Gresser, Julian, International Attorney,** Visiting Professor at MIT and Harvard Law School;  
Chairman of the Japanese Industrial Policy Group, US State Dept.;  
author of **“5G Assumptions”**

**Havas, Magda, MD:** Teacher of Electromagnetic pollution at Trent University;  
Science Advisor to Canadian Coalition on Acid Rain  
& the Canadian Initiative to Stop Electric & Electromagnetic Wireless  
author of **“Public SOS: The Shadow Side of the Wireless Revolution”**

**Horton, Katherine, PhD\*** in Particle Physics, Oxford University;  
B. Sc. In Honours Biology and PhD in Botany, University of Toronto

**Klinghardt, Dietrich, MD, PhD** in Autoimmune Disorders; Associate Professor of Applied Neurobiology,  
2011 Physician of the Year for the International Academy of Biological Dentistry and Medicine

**Kennedy, Bobby, Jr., Environmental Attorney;** Professor of Environmental Law, Harvard University;  
Founder of Children's Defense Fund; Director of Utility Integration Studies

**Marshall, Trevor, PhD** Biomedicine, MA Electrical Engineering; Head of Autoimmunity Research Foundation;  
author of "**Electrosmog Radiation**"

**Melnik, Ronald, PhD** Senior Toxicologist, Director of the Environmental Toxicology Program,  
US National Institute

**Miller, Anthony, MD\*,** Professor Emeritus University of Toronto and  
Advisor to the International Agency for Research on Cancer.

**Moskowitz, Joel, PhD** in Social Psychology, Faculty of School of Public Health, Berkeley, California;  
2018 -- recipient of James Madison Freedom of Information Award;  
Helped write ordinance mandating cell phone warnings in Berkeley;  
published in Scientific American, "**We Have No Reason to Believe 5G Is Safe**"

**Mottus, Kevin -** Director of California Brain Tumour Association

**Pall, Martin , PhD\***  
Professor Emeritus of Biochemistry & Basic Medical Sciences, Washington State University;  
Author of "5G: Great Risk for EU, US and International Health"  
video\* **The 5G Rollout is Absolutely Insane**

**Paterson, Malcolm, PhD** Biomedical Sciences; Director of Molecular Oncology Program, Alberta;  
headed Genome Maintenance Lab, Nat'l. Cancer Agency, Singapore; retired, Okanagan Falls

**Rubik, Beverly, PhD** in Biophysics, University of California; President/Founder of Institute of Frontier Sciences

**Schoechle, Timothy, PhD** in Journalism and Mass Communication; MA in Communication Engineering;  
(worked directly for computer industries)

**Sheean, Olga;** writer, editor for United Nations, Geneva;  
author of "**WHO -- Setting the Standard for a Wireless World of Harm**"

**Stein, Yael, MD -** Israel Anesthesiologist, Haddassah Medical Center; part of research team on 5G;

**Tachover, Dafna, Attorney** for New York and Israel; Commander of the Computer Center for Operations in  
Israeli Defense Corps; Founder of "We Are the Evidence";  
testified at Michigan House Committees

**Trower, Barrie\*,** former Microwave Weapons Expert, Royal Navy



# 5G - INTRO

- Tana Petersen, Vernon Resident
- Member of SENS
- Grandmother
- Concerned Citizen

# 5G - Presentation

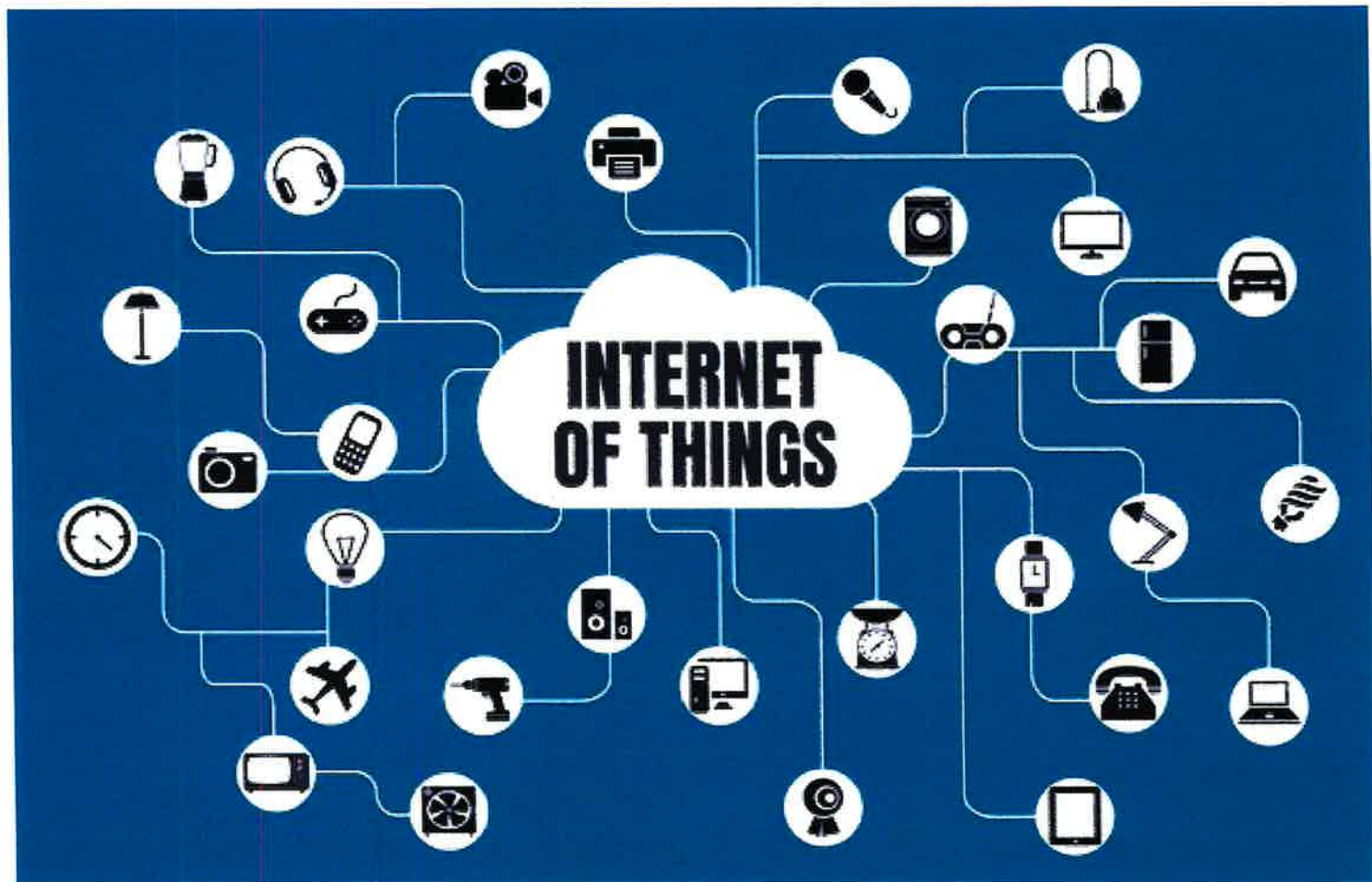
- What is 5G?
- What are the concerns?
- Who else is concerned?
- What we're asking Vernon to do.

# 5G – Terms of Reference

- EMR = Electro Magnetic Radiation
- EMF = Electro Magnetic Frequencies
- RFR = Radio Frequency Radiation
- GHz = Gigahertz = 1 billion hertz  
(hertz is a unit of measure: 1 hertz = 1 cycle per second)

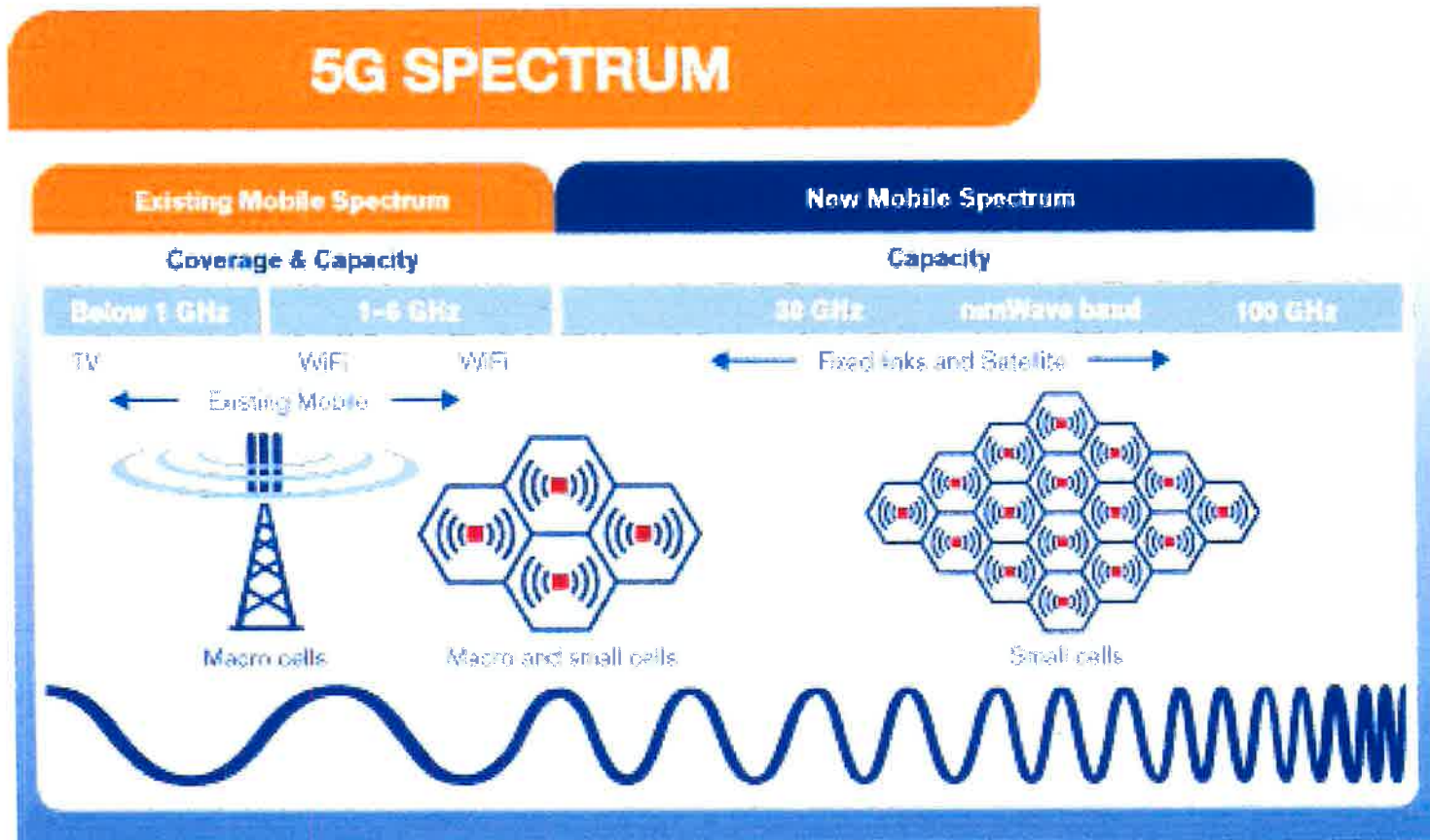


# 5G – Makes way for The Internet of Things (IoT)



# 5G – What it is

4G frequencies are below 6 GHz whereas  
5G frequencies are between 30 GHz to 100 GHz



# 5G – What it is



Millions of 5G antennas inside and outside of buildings every 200 meters apart.

This will result in  
*“millions more radiofrequency transmitters around us”* (The Lancet).

***Without our consent, we will  
all be subjected to this  
radiation 24/7.***



# 5G – Health Concerns



SCIENTIFIC  
AMERICAN 



*Observations | Opinion*

By Joel M. Moskowitz on October 17, 2019

## We Have No Reason to Believe 5G Is Safe

“...over 500 peer-reviewed studies have found harmful biological or health effects from exposure to RFR at *intensities too low to cause significant heating.*”

By: Joel M. Moskowitz, PhD, is director of the Center for Family and Community Health in the School of Public Health at the University of California, Berkeley.

• <https://blogs.scientificamerican.com/observations/we-have-no-reason-to-believe-5g-is-safe/>

# 5G – Health Concerns

## The Lancet Planetary Health:

“Mounting Scientific Evidence suggests that prolonged exposure to radio frequency electromagnetic radiation has serious biological and health effects”

[https://www.thelancet.com/pdfs/journals/lanplh/PIIS2542-5196\(18\)30221-3.pdf](https://www.thelancet.com/pdfs/journals/lanplh/PIIS2542-5196(18)30221-3.pdf)

# 5G – Health Concerns

'More than 10,000 peer-reviewed scientific studies demonstrated harm to human health from RF radiation

**[10] [11] Effects include:**

**Alteration of heart rhythm[12]**

**Altered gene expression[13]**

**Altered metabolism[14]**

**Altered stem cell development[15]**

**Cancers[16]**

**Cardiovascular disease[17]**

**Cognitive impairment[18]**

**DNA damage[19]**

**Impacts on general well-being[20]**

**Increased free radicals[21]**

**Learning and memory deficits[22]**

**Impaired sperm function and quality[23]**

**Miscarriage[24]**

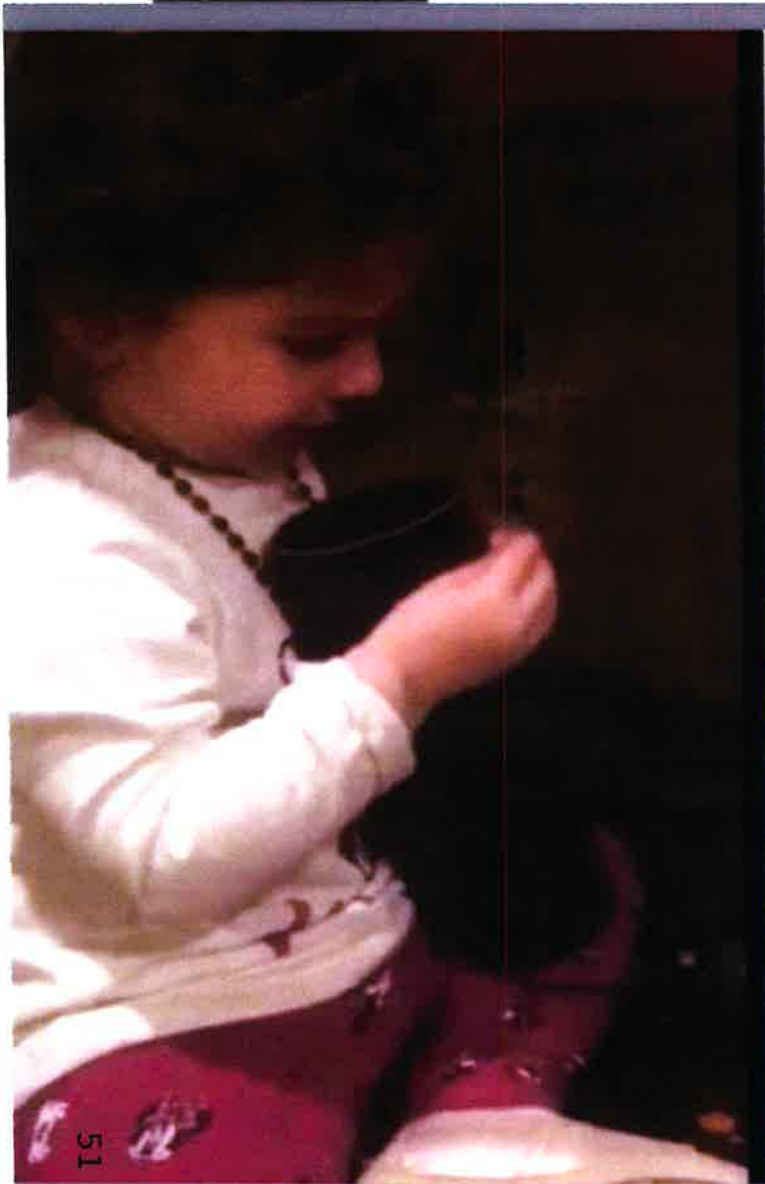
**Neurological damage[25]**

**Obesity and diabetes[26]**

**Oxidative stress[27] “**

# Unique Vulnerability of Children

[https://ntp.niehs.nih.gov/ntp/about\\_ntp/trpanel/2018/march/presentations/07scarato\\_508.pdf](https://ntp.niehs.nih.gov/ntp/about_ntp/trpanel/2018/march/presentations/07scarato_508.pdf)



## Children's Exposure

"Current FCC standards do not account for the unique vulnerability and use patterns specific to pregnant women and children."

-American Academy of Pediatrics

Thinner skulls, Smaller heads,  
Different dielectric properties

\*Brains less myelinated and still developing.

*"The average RF radiation energy deposition for children exposed to mobile phone RF is two times higher in the brain and 10 times higher in the bone marrow of the skull compared with mobile phone use by adults."*

- International Agency for the Research on Cancer
- Monograph on RFR, IT'IS modeling, also Gandhi et al, 2012





# Who is concerned?

- 215 Scientists from 41 countries communicated their alarm to the United Nations and the World Health Organization stating that:

“numerous recent scientific publications have shown that EMF affects living organisms *at levels well below most international and national guidelines.*”







“Big Tech is pushing 5G”

“5G is not sustainable”

“5G is an energy hog”

“5G brings massive increases in energy use”

*5G will contribute to a warming earth*

# 5G – Who is Concerned?



**PHYSICIANS  
FOR  
SAFE  
TECHNOLOGY**

[HOME](#)

[ABOUT US](#)

[SCIENTIFIC LITERATURE](#)

[REVIEW OF TOPICS](#)

[POLICIES, RESOLUTIONS, AND TESTIMONY](#)

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[ALL BLOG NEWS AND EVENTS](#)

Many scientists who work in the field of EMR claim there is clear evidence of harm from long term low level exposure of non ionizing radiation that warrants an upgrade from “possible carcinogen” to a “known carcinogen”

# 5G – Who is Concerned?



**PHYSICIANS  
FOR  
SAFE  
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“These scientists are now warning that its predictable adverse effect will create “biological, environmental as well as societal disruption” and will “be difficult or impossible to reverse.”

<https://mdsafetech.org/problems/5g/>





- 188,097 signatories (scientists, doctors, others) from 203 nations signed the Emergency **International Appeal to stop 5G** on Earth and in Space.

Names are published here:: <https://www.davidmarinelli.net/blog/stop-5g-earth-space-harm-life/>

# 5G – Who would you Believe?

Googling “*Radiation dangers*” or “*5G dangers*” will result in hundreds more links to credible, well researched sources who have nothing personal to gain from their statements.

Googling “5G” alone will also result in hundreds of links promoting the benefits of 5G and denying any danger from companies associated with the deployment and maintenance of 5G for there are trillions of \$ to be made from this.

# The Precautionary Principle

The Precautionary Principle implies a social responsibility to protect the public from exposure when scientific evidence about an environmental or human health hazard is uncertain and the stakes are high...

***Isn't this the case with 5G?***



# 5G – What Vernon Can Do

- 1) Do what Geneva, Brussels, and hundreds of cities around the world have done: **use the Precautionary Principle** to protect citizens.
- 2) Place a **moratorium on installment of 5G** until council is sure it poses no environmental harm or health hazards as done by Mississauga, Ont.
- 3) Bring concerns about 5G to RDNO board and **ask for a full regional moratorium.**

# Brussels & Geneva ban 5G for Health reasons and call for Investigation of safety standards



*Brussels, Environment  
minister Céline Fremault*

“the people of Brussels are not guinea pigs whose health can be sold at a profit”



*Antonio Rodgers, head of  
Council of State Geneva*

“motivated by uncertainty on the potential health effects....announced a ban on the erection of further 5G mobile antennas

<https://buncranatogether.com/home/2019/5/9/both-brussels-and-geneva-ban-rollout-of-5g-for-health-reasons-and-call-for-investigation>



# Why We Must Act NOW

5G is insidious in the real sense of the word as  
its installation is gradual and subtle

and

it may not be possible to reverse harmful effects  
once installed.

# Thank You

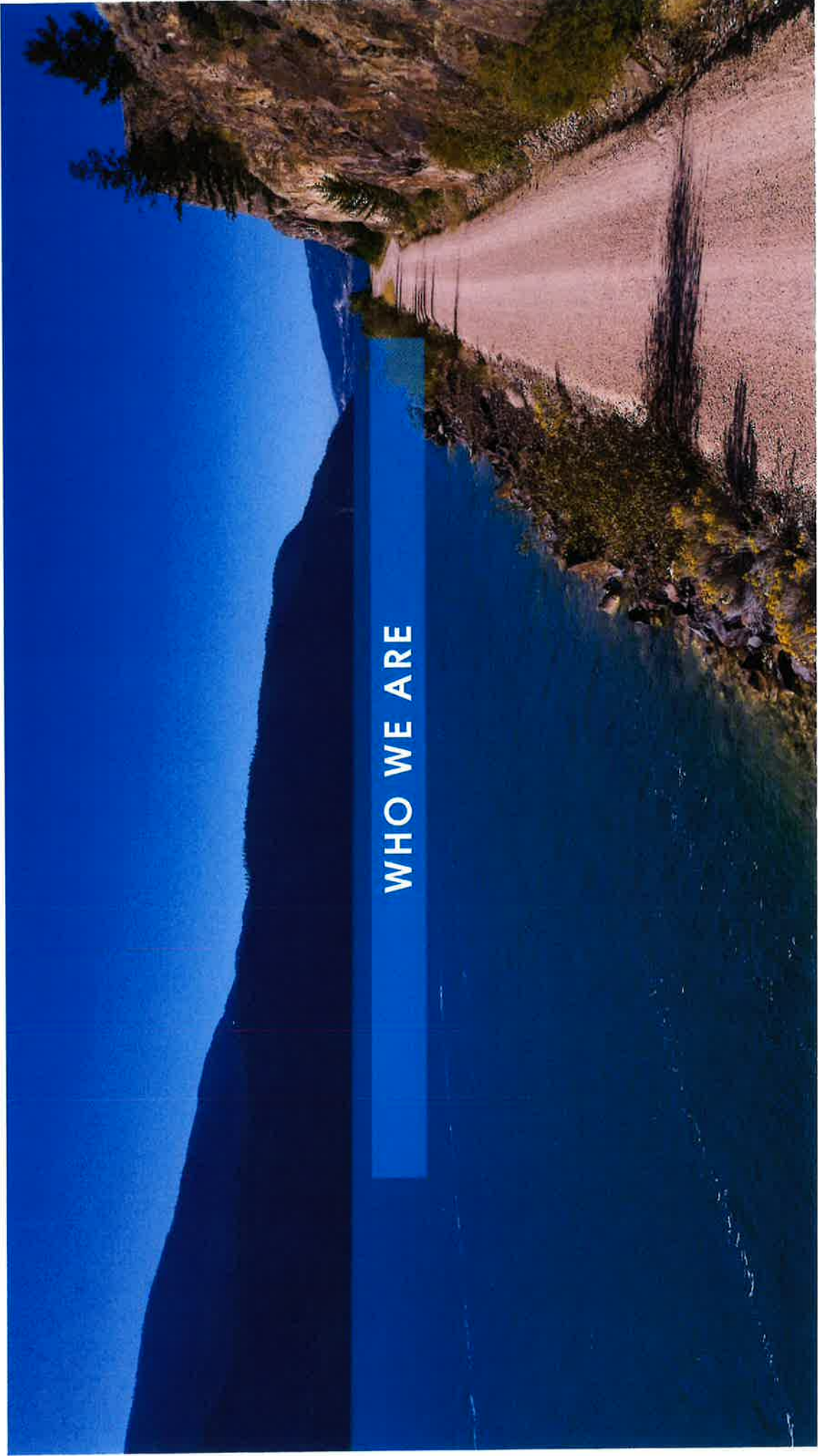
We hope this is only the beginning of a dialogue that will result in educating the public, particularly the health and education sectors.



**TOURISM**  
**COMMISSION**  
2020 PRESENTATION TO  
CITY OF VERNON COUNCIL







# CITY OF VERNON, TOURISM VERNON STAFF



Kevin Poole – Manager of Economic  
Development & Tourism



Ange Chew – Tourism Manager



Torrie Silverthorn – Tourism Coordinator



Karen Savill – Administrative Assistant –  
Economic Development & Tourism







Teresa Durning Harker –  
Owner of Durning Directions,  
Contractor /Manager – Vernon Visitor Centre





## MARKETING COMMITTEE

- *Claus Larsen* – Director of Accommodations at Predator Ridge Resort
- *Kevin O'Brien* – Owner at Kalavida Surf Shop
- *Carmen Lindsay* – Director of Recreation at Predator Ridge Resort
- *Brett Woods* – President, North Okanagan Cycling Society
- *David Gibbs* – General Manager at Prestige Vernon Lodge
- *Susan Lehman* – Executive Director at the Downtown Vernon Association
- *Gale Woodhouse* – Director at the Arts Council of the North Okanagan
- *Troy Hudson* – General Manager at Sovereign Lake Nordic Centre
- *Cecilia Guerrero* – Best Western Pacific Inn & Holiday Inn Express



# TOURISM COMMISSION

Councillor Nahal Alternate: Mayor Cumming
CHAIR: Claus Larsen, Predator Ridge Resort (Accommodation Provider)
Janna Maderyc, Sparkling Hill Resort (Accommodation Provider)
David Gibbs, Prestige, Vernon Lodge (Accommodation Provider)
Matt Scheibenpflug, Sandman Hotel (Accommodation Provider)
Gale Woodhouse (Arts & Culture)

Dauna Kennedy, Vernon Public Art Gallery (Arts & Culture)
Kevin O'Brien, Kalavida Surf Shop (Attractions)
Brett Woods, North Okanagan Cycling Society (Biking)
Michael Van Horne, The Rise (Golf)
Clinton Bialas, Marten's Pub (Restaurant)
Troy Hudson, SilverStar Mountain (Ski)
Ricardo Smith (Sports & Events)
Susan Lehman, Downtown Vernon Association



The background of the slide is a scenic photograph of a town nestled in a valley, surrounded by rolling hills and mountains under a blue sky with scattered white clouds. The town has a mix of residential and commercial buildings, and the foreground shows some dry, brownish vegetation.

## **MUNICIPAL & REGIONAL DISTRICT TAX PROGRAM (MRDT)**

The Municipal and Regional District Tax (MRDT) was introduced in 1987, by the Provincial Government, to provide funding for local tourism marketing, programs, and projects. The tax is intended to help grow BC revenues, visitation, and jobs, and amplify BC's tourism marketing efforts in an increasingly competitive marketplace.

The MRDT is an up-to three percent tax applied to sales of short-term accommodation provided in participating areas of British Columbia on behalf of municipalities, regional districts and eligible entities. The MRDT is jointly administered by Ministry of Finance, Ministry of Tourism, Arts and Culture, and Destination BC.

To promote a coordinated and efficient use of funds, the following MRDT program principles have been adopted:

- Effective tourism marketing, programs, and projects
- Effective local-level stakeholder support and inter-community collaboration
- Coordinated and complementary marketing efforts to broader provincial marketing strategies and tactics
- Fiscal prudence and accountability.





## FIVE YEAR STRATEGY

### **Vision**

*The vision for Tourism Vernon is to be the most innovative and effective Destination Marketing Organization in the Thompson Okanagan in inspiring our target markets to experience our destination.*

### **Goals**

- Increase Vernon's market share of travelers to and within BC.
- Improve Vernon's Net Promoter Score/Tourism Sentiment Index.
- Increase stakeholder rating of Tourism Vernon's overall performance.
- Increase tourism-driven economic benefits to Vernon.

### **Strategic Framework**

Four strategic areas have been identified to drive the strategic plan and ensure Vernon is aggressively taking advantage of short term opportunities as well as preparing for the long term future.



# FIVE YEAR STRATEGY

## 23 STRATEGIES

### Inspire Visitation through Focused Marketing

- Build the Vernon destination brand.
- Evolve and enhance leisure marketing efforts to complement the current focus on generating awareness and interest with a stronger focus on referral to tourism partners for conversion for booking a trip to Vernon.
- Increase role in travel trade sales efforts, working in collaboration with tourism businesses.
- Increase efforts in the sports tourism market.

### Activate Strategic Marketing Partnerships

- Leverage existing and new strategic marketing partnerships and programs with local Vernon stakeholders.
- Work collaboratively with destinations along the primary travel corridors in the Thompson Okanagan.
- Leverage relevant sector marketing partnerships and programs for tourism growth.
- Increase engagement of Thompson Okanagan Tourism Association (TOTA), Destination BC and Destination Canada to improve marketing efforts for Vernon.

### Enhance the Destination Appeal

- Encourage and enable industry to develop new remarkable products and experiences that support the Vernon brand, demand generators and target markets.
- Increase focus on supporting new and enhanced festivals and events.
- Facilitate collaboration to ensure Vernon is leveraging its unique potential as a gateway and hub for the North Okanagan Rail Trail.
- Provide more compelling and enticing packaged travel experiences within the destination and between destinations.
- Ensure a positive community experience.
- Continue to evolve the visitor services model.
- Support the focus on understanding and protecting natural assets of the region.

### Provide Visionary Leadership

- Evolve to a Commission-managed organizational structure over time to enable Tourism Vernon to be more effective.
- Advocate for the tourism industry within the municipality, region, and province.
- Continue to ensure the tourism industry is inclusive of the Vernon area.
- Continue to engage stakeholders and residents through communications and community relations activities to contribute to an enhanced tourism development climate.
- Facilitate and encourage industry training and development.
- Lead the ongoing collection, analysis and sharing of performance metrics, research and intelligence.
- Secure additional funding to resource Tourism Vernon appropriately.
- Ensure ongoing tourism planning.





## FIVE YEAR STRATEGY

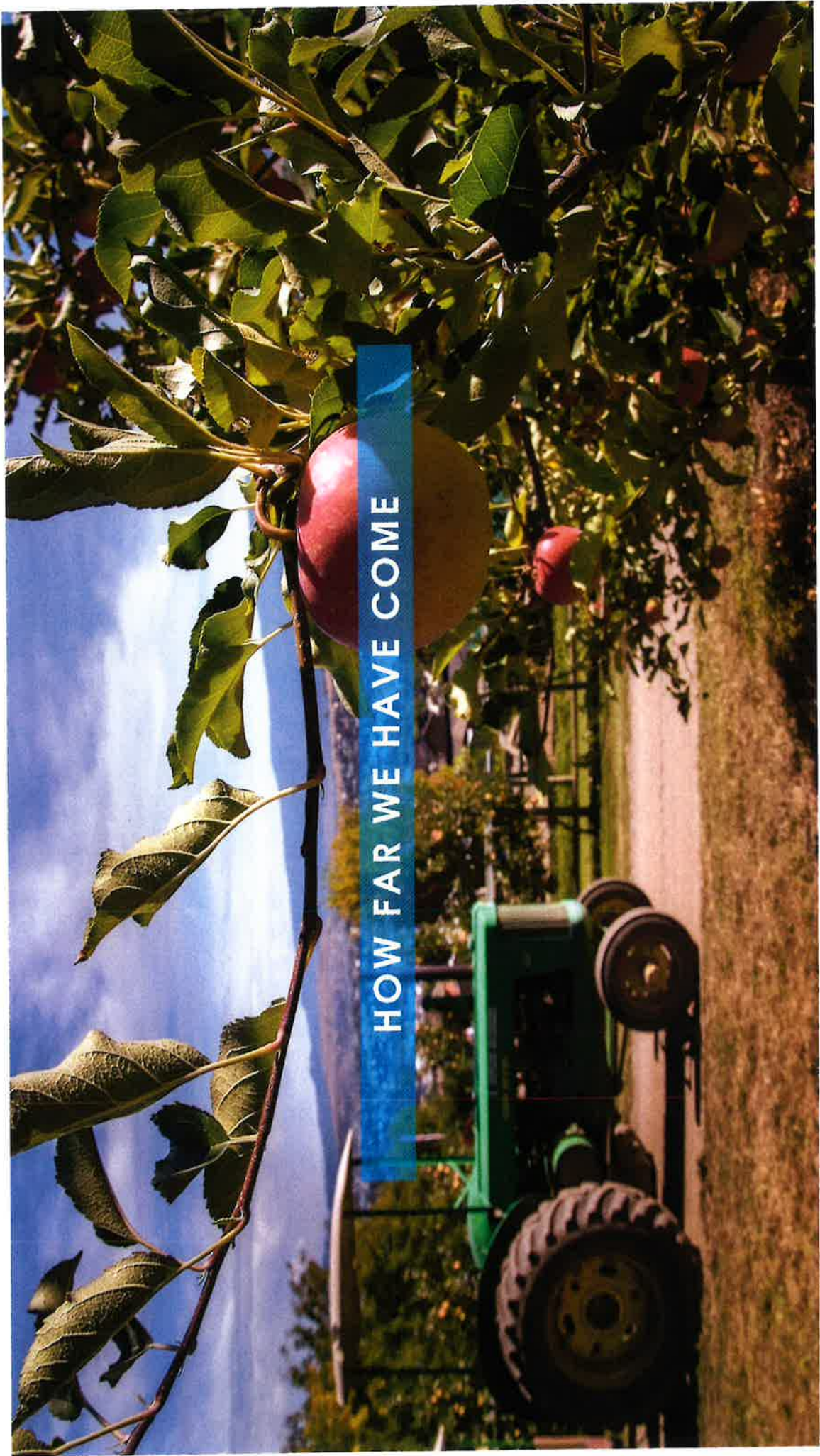
The Municipal and Regional District Tax (MRDT) was introduced in 1987, by the Provincial Government, to provide funding for local tourism marketing, programs, and projects. The tax is intended to help grow BC revenues, visitation, and jobs, and amplify BC's tourism marketing efforts in an increasingly competitive marketplace.

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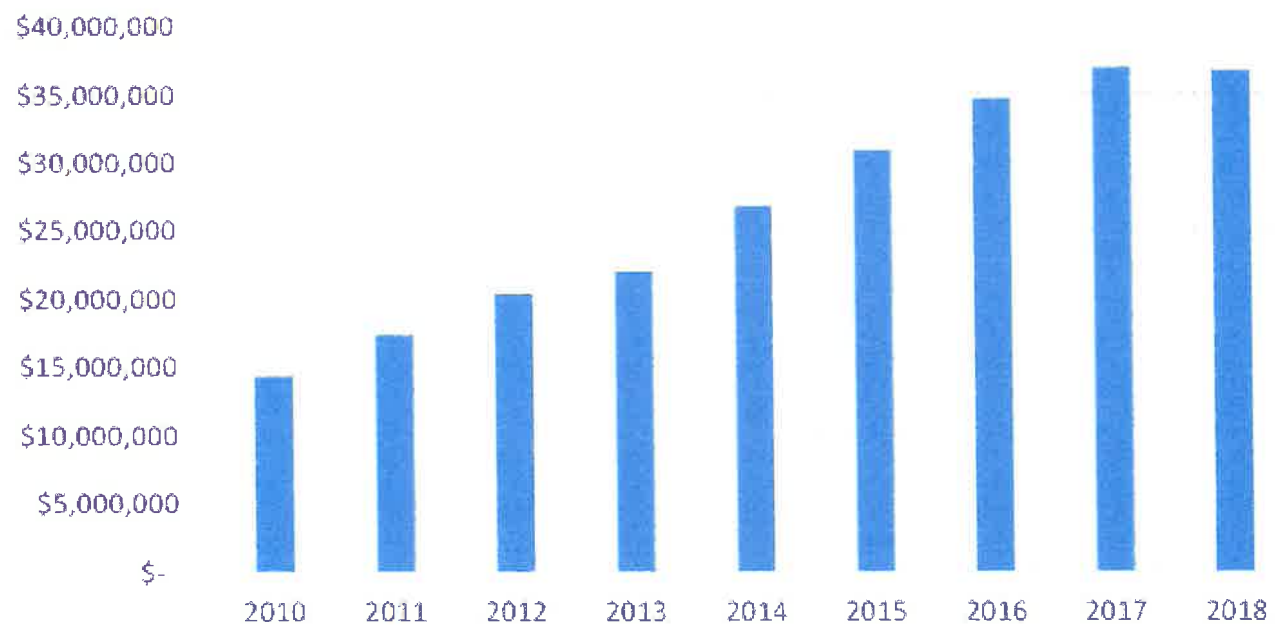




HOW FAR WE HAVE COME



## MRDT GROWTH YOY



## OUR CHALLENGES



Photo credit: Global News BC

[bc.ctvnews.ca > wildfires-burning-out-of-control-in-b-c-1.3495487](https://bc.ctvnews.ca/wildfires-burning-out-of-control-in-b-c-1.3495487)

### Wildfires burning out of control in B.C. | CTV News

There were 220 wildfires across B.C. at one point on Sunday. ... No Frills, Superstore may contain 'plastic pieces' • Vancouver **Fire** Chief Darrell Reid talks to CTV **News** about allegations of a toxic workplace culture ... **NATIONAL HEADLINES** ...



Photo credit: Summerland review

[www.kelownacapnews.com > news > facing-the-okanagan-future-flo...](http://www.kelownacapnews.com/news/facing-the-okanagan-future-flo...)

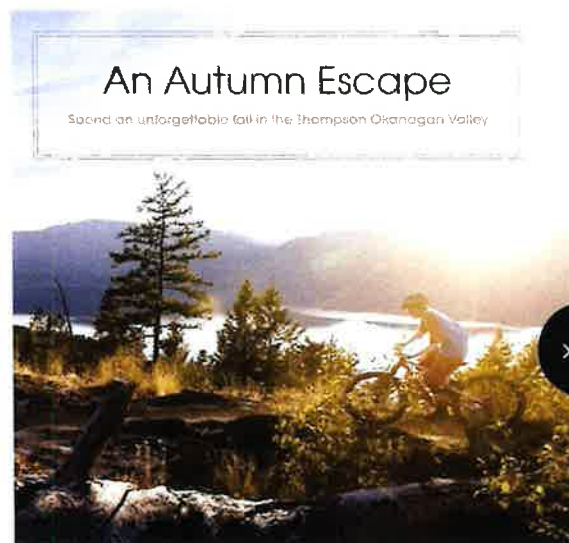
### Facing the Okanagan's future flooding issues – Kelowna ...

Aug 10, 2018 - **Valley's** water future focus of AGM for **Okanagan** Basin Water Board. ... protection consultant Tamsin Lyle speaks at the annual general ...

## OUR SUCCESSES



Putting Vernon on the Map: Marilyn Dennis Show in Vernon



Becoming a Year Round Destination



Attracting media from around the world to discover Vernon



## OUR SUCCESSES

山水之间，共你泛舟把酒



位于BC省中南部腹地的卡拉马加湖(Kalamalka Lake)，与坎卢普斯山(Campbell Mountain)仅约4公里之隔。宁静祥和的境地，苍翠的松林和晶莹的湖面相映成趣，令人心旷神怡。湖水清澈见底，在阳光下闪烁着晶莹的光芒。湖畔的松林，随着微风轻轻摇曳，又幻化出幽雅的色彩。卡拉马加湖也因此而得名。温柔湖水所散发出的魅力，吸引着人们前来探访，成为当地一道亮丽的风景线。

水天一色中，惬意的人们，或泛舟湖上，或漫步湖畔，尽情享受大自然的馈赠。湖畔的松林，随着微风轻轻摇曳，又幻化出幽雅的色彩。卡拉马加湖也因此而得名。温柔湖水所散发出的魅力，吸引着人们前来探访，成为当地一道亮丽的风景线。

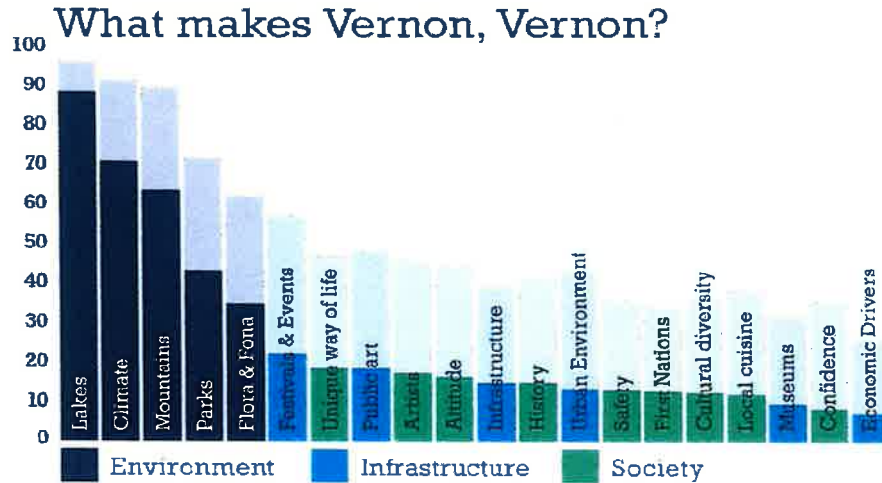
Attracting new markets



Engaging our stakeholders

# OUR SUCCESSES

8



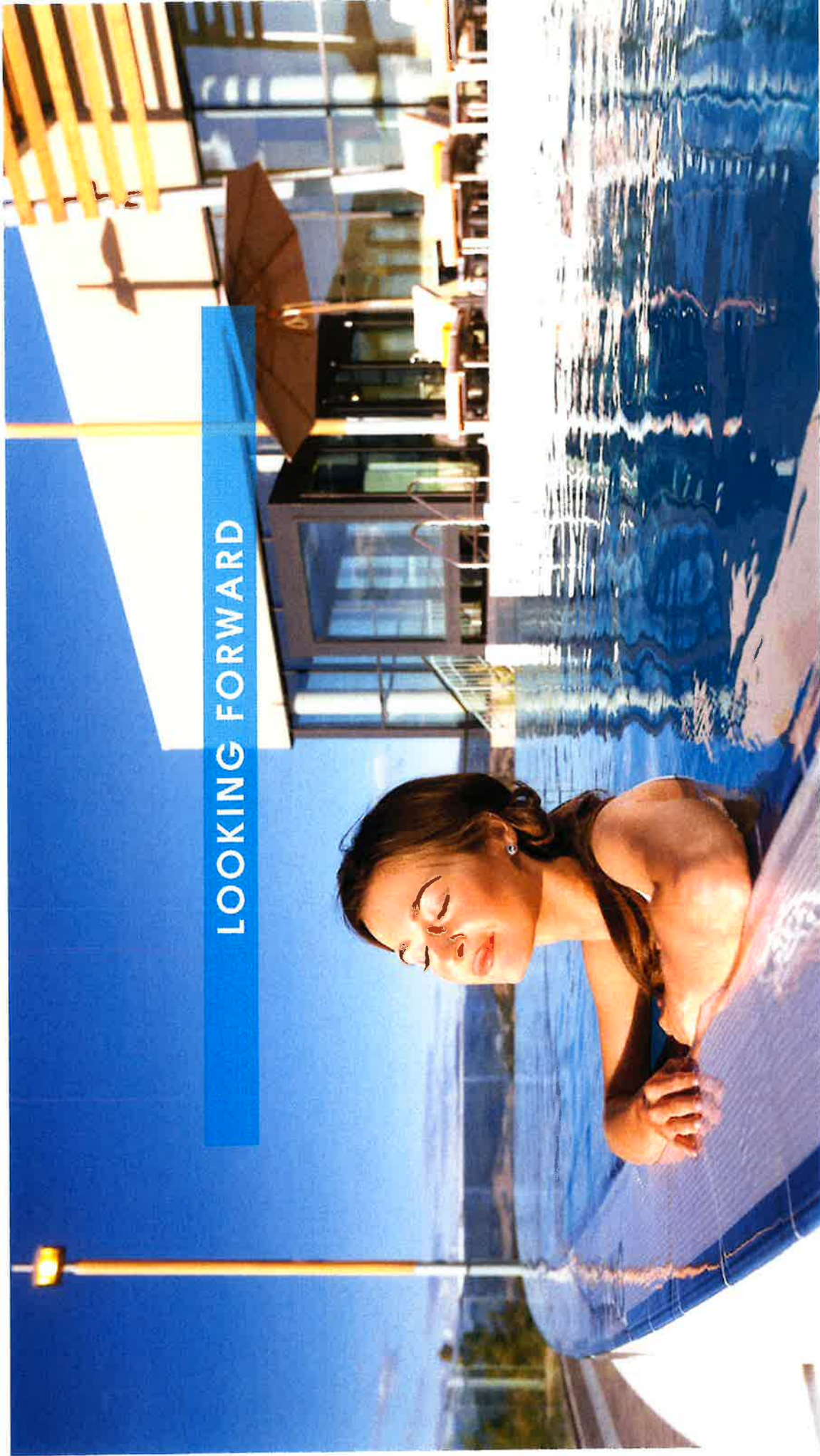
What would Canada miss?

12



Learning more about what makes Vernon unique via Vernon's Place DNA study





# MRDT SUMMARY

## City of Vernon - Room Revenue

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
2010			\$ 703,000	\$ 769,000	\$ 1,485,000	\$ 1,415,000	\$ 2,890,000	\$ 2,551,000	\$ 1,858,000	\$ 1,156,000	\$ 768,000	\$ 754,000	\$ 14,349,000	
2011	\$ 699,000	\$ 837,000	\$ 861,000	\$ 1,095,000	\$ 1,544,000	\$ 1,817,000	\$ 2,685,000	\$ 2,780,000	\$ 1,973,000	\$ 1,425,000	\$ 849,000	\$ 842,000	\$ 17,407,000	21.3%
2012	\$ 795,000	\$ 1,105,000	\$ 1,173,000	\$ 1,268,000	\$ 2,285,000	\$ 1,621,000	\$ 2,920,000	\$ 3,285,000	\$ 2,329,000	\$ 1,510,000	\$ 1,060,000	\$ 987,000	\$ 20,338,000	16.8%
2013	\$ 801,000	\$ 1,187,000	\$ 957,000	\$ 2,014,000	\$ 1,243,000	\$ 2,879,000	\$ 2,947,000	\$ 3,757,000	\$ 2,312,000	\$ 1,420,000	\$ 1,268,000	\$ 1,140,000	\$ 21,925,000	7.8%
2014	\$ 1,290,000	\$ 1,338,000	\$ 1,942,000	\$ 1,757,000	\$ 2,300,000	\$ 3,049,000	\$ 3,580,000	\$ 4,478,000	\$ 2,572,000	\$ 1,721,000	\$ 1,501,000	\$ 1,257,000	\$ 26,785,000	22.2%
2015	\$ 1,455,000	\$ 1,551,000	\$ 1,678,000	\$ 1,648,000	\$ 3,183,000	\$ 4,202,000	\$ 3,159,000	\$ 4,789,000	\$ 3,078,000	\$ 3,150,000	\$ 758,000	\$ 2,180,000	\$ 30,831,000	15.1%
2016	\$ 879,000	\$ 2,104,000	\$ 1,876,000	\$ 2,681,000	\$ 2,518,000	\$ 3,538,000	\$ 5,536,000	\$ 5,818,000	\$ 3,580,000	\$ 2,445,000	\$ 1,589,000	\$ 2,100,000	\$ 34,664,000	12.4%
2017	\$ 1,134,000	\$ 1,703,000	\$ 2,078,000	\$ 2,452,000	\$ 3,275,000	\$ 4,446,000	\$ 5,634,000	\$ 4,854,000	\$ 4,419,000	\$ 2,637,000	\$ 2,106,000	\$ 2,160,000	\$ 36,898,000	6.4%
2018	\$ 1,421,000	\$ 2,153,000	\$ 2,219,000	\$ 2,276,000	\$ 3,469,000	\$ 4,510,000	\$ 5,614,000	\$ 4,853,000	\$ 3,893,000	\$ 2,277,000	\$ 1,946,000	\$ 2,042,000	\$ 36,673,000	-0.6%
2019	\$ 1,386,000	\$ 1,869,000	\$ 2,465,000	\$ 2,205,000	\$ 3,431,000	\$ 5,117,000	\$ 4,745,000	\$ 4,979,000	\$ 3,932,000	\$ 2,437,000			\$ 32,566,000	-0.4%

% Chg -2.5% -13.2% 11.1% -3.1% -1.1% 13.5% -15.5%

\* figures are rounded to nearest 1000 \*\* Does not include room revenue generated from Online Accommodation Platforms

## City of Vernon - Hotel Tax (MRDT) Collection

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2010			\$ 14,059	\$ 15,379	\$ 29,706	\$ 28,308	\$ 57,794	\$ 51,024	\$ 37,162	\$ 23,119	\$ 15,368	\$ 15,076	\$ 286,994
2011	\$ 13,981	\$ 16,742	\$ 17,222	\$ 21,907	\$ 30,889	\$ 36,343	\$ 53,694	\$ 55,604	\$ 39,460	\$ 28,493	\$ 16,975	\$ 16,847	\$ 348,157
2012	\$ 15,892	\$ 22,100	\$ 23,465	\$ 25,369	\$ 45,708	\$ 32,427	\$ 58,397	\$ 65,696	\$ 46,580	\$ 30,194	\$ 21,192	\$ 19,749	\$ 406,769
2013	\$ 16,026	\$ 23,734	\$ 19,140	\$ 40,284	\$ 24,869	\$ 57,577	\$ 58,946	\$ 75,141	\$ 46,233	\$ 28,396	\$ 25,351	\$ 22,798	\$ 438,495
2014	\$ 25,808	\$ 26,766	\$ 38,844	\$ 35,150	\$ 46,008	\$ 60,983	\$ 71,609	\$ 89,568	\$ 51,431	\$ 34,414	\$ 30,019	\$ 25,148	\$ 535,747
2015	\$ 29,094	\$ 31,022	\$ 33,555	\$ 32,953	\$ 63,651	\$ 84,035	\$ 63,183	\$ 95,772	\$ 61,559	\$ 62,993	\$ 15,200	\$ 43,605	\$ 616,621
2016	\$ 17,589	\$ 42,075	\$ 37,521	\$ 53,626	\$ 50,353	\$ 70,758	\$ 110,712	\$ 116,351	\$ 71,608	\$ 48,902	\$ 31,770	\$ 41,991	\$ 693,256
2017	\$ 22,674	\$ 34,066	\$ 41,568	\$ 49,031	\$ 65,502	\$ 88,916	\$ 112,682	\$ 97,088	\$ 88,381	\$ 52,740	\$ 42,124	\$ 43,201	\$ 737,974
2018	\$ 39,259	\$ 59,773	\$ 61,597	\$ 63,211	\$ 96,600	\$ 125,757	\$ 156,731	\$ 135,348	\$ 108,478	\$ 63,207	\$ 53,951	\$ 55,525	\$ 1,019,437
2019	\$ 38,231	\$ 51,772	\$ 68,477	\$ 61,209	\$ 95,555	\$ 142,709	\$ 132,306	\$ 138,860	\$ 109,519	\$ 67,648			\$ 906,285

\*In 2018, MRDT increased from 2% of Room Revenue to 2.8% of Room Revenue

## City of Vernon - Online Accommodation Platform (OAP) Collection

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2018												\$ 15,758	\$ 15,758
2019			\$ 21,878			\$ 22,261			\$ 24,167				\$ 68,306

\*\*OAP room revenue began in October 2018. Revenue is received quarterly.



2020



2020



## Tactical Marketing Plan

TOURISM VERNON  
CITY OF VERNON  
NOVEMBER 2019







**ADMINISTRATION UPDATES**  
**January 27, 2020 REGULAR COUNCIL MEETING**

File: 0550-05

**COMMUNITY INFRASTRUCTURE AND DEVELOPMENT SERVICES**

**15<sup>th</sup> Street Multi-Use Pathway Capital Project**

The last work activity on the 15<sup>th</sup> Street Multi-Use Pathway was conducted on December 3, 2019, when concrete barriers were installed on the west side of 15<sup>th</sup> Street between 21<sup>st</sup> Avenue and Highway 6. The remaining work is scheduled to start again in Spring 2020 once the weather improves. The remaining work includes:

- Installation of flexible bollards from 21<sup>st</sup> Avenue to Highway 6.
- Installation of a sidewalk ramp at the 14<sup>th</sup> Avenue bus stop.
- Extension of the sidewalk on the southwest corner of the 15<sup>th</sup> Street and Pottery Road intersection.
- Continuation of the multi-use pathway south of Highway 6 to Kosmina Road. The preliminary design of this section is underway.



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, Corporate Services  
Debra Law, Director, Financial Services

**DATE:** January 17, 2020

**FROM:** Kim Flick, Director, Community Infrastructure and Development

**SUBJECT: Development Cost Charges and Affordable/Attainable Housing Policy Update**

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At its Regular Meeting of February 26, 2018, Council endorsed the following resolution:

"THAT Council direct Administration to update the Affordable/Attainable Housing Policy to specify that the source of funding for Development Cost Charge waivers for eligible affordable housing projects be the Casino Reserve, as outlined in the report titled "Development Cost Charges and Affordable Housing" and dated February 19, 2018 by the Director, Community Infrastructure and Development, for its consideration."

Council directed that the update occur to shift the source of funding from the Affordable/Attainable Housing Reserve to the Casino Reserve in order to shift the burden of covering DCC waivers from the taxpayer to the Casino grant. The amended policy is attached for Council's consideration.

With Council's endorsement of the update, Administration will develop an approach to permit a predictable, sustainable draw from the Casino Reserve over time to cover eligible affordable housing units. Since 2014, there have been only two eligible projects for the DCC waiver totalling \$46,590.79 (Schubert Centre and Vernon Native Housing Society). In addition, Administration will amend the process to eliminate the need for the applicant to pay the DCCs upfront and be reimbursed by the City. Previous applicants have indicated that this is a burden and Administration concurs that it should be eliminated.

**RECOMMENDATION:**

THAT Council endorse the update to the Affordable/Attainable Housing Policy to specify that the source of funding for Development Cost Charge waivers for eligible affordable housing projects be the Casino Reserve, as attached to the memo titled "Development Cost Charges and Affordable/Attainable Housing Policy Update" dated January 17, 2020 and respectfully submitted by the Director, Community Infrastructure and Development.

Respectfully submitted:

Jan 17 2020 11:56 AM

X  ✓  
\_\_\_\_\_  
Kim Flick DocuSign

Kim Flick, Director  
Community Infrastructure and Development

Attachment 1 – Affordable/Attainable Housing Policy (Redlined)

G:\3700-4699 LEGISLATIVE AND REGULATORY SERVICES\3900 BYLAWS\02 Bylaws, by subject\DCC'S & DEVELOPMENT  
PROCEDURE\RPT200117 Memo RE Policy and Casino Reserve.doc





# THE CORPORATION OF THE CITY OF VERNON

3400 – 30<sup>th</sup> Street, Vernon, B.C. V1T 5E6  
 Telephone: (250) 545-1361 Fax: (250) 545-4048  
 website: [www.vernon.ca](http://www.vernon.ca)

## Corporate Policy

Section:	Community Infrastructure & Development	
Sub-Section:		
Title:	Affordable/Attainable Housing Policy	

## RELATED POLICIES

Number	Title

## APPROVALS

POLICY APPROVAL:	AMENDMENT APPROVAL:	SECTION AMENDED
Approved by: <i>"Rob Sawatzky"</i>	Amendment Approved by: _____	
Mayor:	Mayor: _____	
Date:	Date: _____	
September 8, 2014		

## **POLICY**

The affordable/attainable housing policy is based on the following principles:

- That senior levels of government are the prime source of funding to address issues of homelessness and housing affordability;
- That the City of Vernon's role in housing is to assist in the timely processing of development applications and to partner with the non-profit sector and private sectors where appropriate to address the needs of specific target groups;
- That the City of Vernon research, adopt and implement policies that encourage the development of affordable and attainable housing;
- That the City of Vernon is not a housing provider or manager; and
- That the non-profit and private sectors would continue to initiate the construction of and be responsible for ongoing management and maintenance of affordable and attainable housing projects.

## **DEFINITIONS**

### **1. Affordable housing means:**

- rental or owned housing provided to low income households as defined by Statistics Canada and/or BC Housing;
- housing subsidized by the province of British Columbia or by a non-profit agency, which enables rents to be provided at below-market rate and/or a "rent geared to income" basis;
- housing typically publically owned or owned and operated by a non-profit agency;
- housing that does not include shelters or transitional housing; and
- rental housing owned and operated by the private sector where some or all of the units in a complex are governed by a housing agreement bylaw adopted by City Council and registered on the property title.

### **2. Attainable Housing means:**

- market housing that includes a wide range of options so that households with up to moderate incomes can find and secure affordable housing (as defined by Canada Mortgage and Housing Corporation); and
- housing where local government may decide to implement a housing agreement bylaw and covenant to ensure attainability.

## PROCEDURES

### ROLES

3. Senior levels of government are the best suited to be the prime source of policy development and funding to address issues of homelessness and housing affordability.

The City of Vernon would participate, where appropriate, in federal and provincial initiatives that address needs in Vernon.

The City of Vernon is not a housing provider or manager.

The City of Vernon would partner with the non-profit sector to ~~provide grants equivalent to waive~~ City Development Cost Charges for “low income housing” ~~and fund such waivers through the Casino Reserve~~; making City-owned land available for lease back at a reduced rate for a specific term (i.e. 60 years); supporting variances for innovative housing types; a combination of any of the above-noted mechanisms, or such other means as supported by City Council.

The non-profit sector, including partnerships with the private sector, would build and manage affordable and attainable housing for the residents of Vernon.

The City of Vernon would provide the private sector with a grant for rental units governed by a housing agreement bylaw and covenant, and subject to annual program budget approval.

The City would continue to pursue its Attainable Housing Strategy, as updated from time to time.

The City may partner with the non-profit sector on affordable housing projects by:

- i) Identifying surplus City-owned land that could be used for affordable housing, including the closure of surplus road rights-of-way or lanes where appropriate.
- ii) Deferring payment for City-owned lands or making them available for lease back at a reduced rate for a specific term.
- iii) Such other mechanism that may be suitable to increase the supply of affordable housing.

The City would allocate up to \$50,000 per year to the Affordable/Attainable Housing Reserve Fund, with the fund not to exceed \$400,000. City Council may use these funds to assist the non-profit sector in providing affordable housing and the private sector in providing rental housing. Projects shall be considered based on the following guidelines:

- i) Priority shall be given to affordable rental and ownership housing for low income households including and not limited to: lone parent families,



- singles, homeless and at-risk individuals, seniors and residents having special needs, including physical and/or mental disabilities.
- ii) A further priority is for attainable ownership housing moderate income households. This can be achieved through the provision of density bonusing.
- iii) Projects shall be of a scale and design that is sensitive to the surrounding neighbourhood.

The City encourages developers of large scale market housing projects (over 20 units) to provide an additional 5% of units as affordable or rent geared-to-income or attainable dwelling units through a density bonus over-and-above the density allowed under existing zoning.

The City would consider providing the following financial assistance to a non-profit housing project:

- i) ~~A grant equivalent to~~ Waiving the City development cost charge levy for those units governed by a housing agreement bylaw and covenant, ~~and subject to the grant program receiving annual budget approval.~~
- ii) The long term lease of a City-owned property, with lease rate being nominal.

The City would consider providing the following financial assistance to a private sector affordable housing project:

- i) A rental housing grant provided the rental units are governed by a housing agreement bylaw and covenant, and subject to the grant program receiving annual budget approval.

#### DISTRIBUTION

- 4. The City would encourage non-profit and private housing providers to locate affordable and attainable housing projects in neighbourhoods that provide the following:
  - On or near transit routes; and
  - In relatively close proximity to shopping, medical and support services, schools and local parks.

#### SCALE

- 5. Ideally, affordable and attainable housing projects located on infill lots should be small scale to more sensitively integrate into the surrounding neighbourhood. However, small scale adds to the per unit cost making such projects less affordable.



## REPORT/RECOMMENDATION TO COUNCIL

**SUBMITTED  
BY:**

Scott Hemstad, Deputy Fire Chief,  
Vernon Fire Rescue Services

**DATE:** January 16, 2020

**FILE:** 1855-20

**SUBJECT: Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund,  
Volunteer & Composite Fire Departments Equipment & Training**

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### PURPOSE:

To receive Council authorization for the City of Vernon's grant application for the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund, Volunteer & Composite Fire Departments Equipment & Training Grant and authorization for Vernon Fire Rescue Services to assume overall grant management.

### RECOMMENDATION:

THAT the City of Vernon Council endorses the submission of a regional application to the UBCM Community Emergency Preparedness Fund, Volunteer and Composite Fire Departments Equipment and Training Grant;

AND FURTHER, that the City of Vernon apply for, receive and manage the grant funding on behalf of the partners to the Fire Training Centre Agreement: Armstrong, Coldstream, Enderby and Vernon.

### ALTERNATIVES & IMPLICATIONS:

1. THAT Council not support the grant funding application.

*Note: This funding is required to support the ongoing training programs of the Intermunicipal Fire Training Centre.*

### ANALYSIS:

#### **A. Committee/Board Recommendations:**

Fire Training Centre (FTC) Policy Board motion - October 24, 2019

*THAT representatives to the Fire Training Centre Policy Board seek the respective Parties to Schedule A Intermunicipal Fire Training Centre Services Bylaw, endorsement by resolution, "that [the Partner] endorse the UBCM Community Emergency Preparedness Fund, Volunteer and Composite Fire Departments Equipment and*

***Training Grant, in the amount of \$25,000 per fire department", by November 15, 2019.***

***AND THAT the respective partners of the Fire Training Centre authorize the Manager, the City of Vernon, to apply for, receive, and manage the grant funding on behalf of the partners to the Fire Training Centre Agreement.***

***CARRIED"***

**B. Rationale:**

1. The City of Vernon, District of Coldstream, Village of Lumby, Township of Spallumcheen, City of Armstrong, City of Enderby and the Regional District of North Okanagan (RDNO) have established an intermunicipal partnership in relation to management and operation of the Intermunicipal Fire Training Centre. Each of the municipal parties has enacted an Intermunicipal Fire Training Centre Services Bylaw under section 14 of the Community Charter and the RDNO has enacted an Intermunicipal Fire Training Centre Services Bylaw under section 263 of the *Local Government Act*.
2. The purpose of the facility and its associated equipment is to provide a local site for training firefighters from each of the respective party's fire departments. The City of Vernon leases the facility from the RDNO and is responsible to act as manager. Duties of the manager include responsibility to repair, maintain and operate all fixed assets.
3. All parties to the facility contribute annually to the financial operations. The parties are represented by their respective fire chiefs, CAO's, and designated elected officials through an Operations Committee and Policy Board to approve a financial plan, operational guidelines, policies, practices, business affairs, technical studies, capital expenditures and financial statements.
4. Funding requests for the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund, Volunteer & Composite Fire Departments Equipment & Training Grant from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. The maximum funding available is based on the number of eligible applicants included in the application. Each fire department can apply for a maximum of \$25,000.
5. The primary applicant submitting the application for a regional project is required to submit a resolution from their elected Council or Board. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf. All partners to the Fire Training Centre have agreed to participate in this funding request and will provide resolutions for the grant application from their respective organizations.
6. The grant funding is necessary to support the purchase of equipment and props to be used at the Fire Training Center. These purchases will facilitate the training of firefighters to the Office of the Fire Commissioner BC Playbook standards.



**C. Attachments:**

N/A

**D. Strategic Plan Objectives:**

N/A

**E. Policy (Existing/Relevance/None):**

N/A

**F. Relevant History:**

Council at its meeting of October 28, 2019 adopted the following resolution:

*“THAT Council endorse City of Vernon applying for the UBCM Community Emergency Preparedness Fund, Volunteer and Composite Fire Departments Equipment and Training Grant, in the amount of \$25,000 per fire department on behalf of the Parties to Schedule A of the Intermunicipal Fire Training Centre Services Bylaw;*

*AND FURTHER, that Council authorize Vernon Fire Rescue Services to apply for, receive, and manage the grant funding on behalf of the partners to the Fire Training Centre Agreement, respectfully submitted by the Deputy Fire Chief, Fire Rescue Services.”*

Since the meeting of October 28, 2019, Vernon Fire Rescue, has received feedback from UBCM, and they have requested that the resolution be re-worded.

**G. Applicants Response:**

N/A

**H. Reasons for Bylaw:**

N/A

**I. Resources:**

N/A


### **BUDGET IMPLICATIONS:**

There are no budget implications. Should grant monies be received, the monies will go towards the equipment necessary at the FTC for firefighter training.

Prepared by:

  
Scott Hemstad, Deputy Fire Chief

Approved for submission to Council:

  
per Will Pearce, CAO

Date: Jan 21/2020

APPROVALS	DATE	COUNCIL AGENDA INFORMATION:	
Supervisor _____	_____	<input checked="" type="checkbox"/> Regular	Date: <u>Jan 27/2020</u> Item # _____
Division Manager _____	_____	<input type="checkbox"/> In-Camera/COW	Date: _____ Item # _____
		<input type="checkbox"/> Information Item	Date: _____ Item # _____
		<input type="checkbox"/> Agenda Addenda	Date: _____ Item # _____

<u>REVIEWED WITH</u>	<u>REVIEWED WITH</u>	<u>REVIEWED WITH</u>	<u>REVIEWED WITH</u> Committees
<input type="checkbox"/> Bylaw Services	<input type="checkbox"/> Environment	<input type="checkbox"/> Public Works	<input type="checkbox"/> _____
<input type="checkbox"/> Clerk	<input type="checkbox"/> Facilities	<input type="checkbox"/> Planning	<input type="checkbox"/> _____
<input type="checkbox"/> Economic Dev.	<input type="checkbox"/> Finance	<input type="checkbox"/> Engineering	<input type="checkbox"/> _____
<input type="checkbox"/> RCMP	<input type="checkbox"/> Fire	<input type="checkbox"/> Operations	<input type="checkbox"/> _____
<input type="checkbox"/> Building & Licensing	<input type="checkbox"/> GVS – Parks	<input type="checkbox"/> GVS - Water	
<input type="checkbox"/> Human Relations	<input type="checkbox"/> Utilities	<input type="checkbox"/> Recreation Services	
		<input type="checkbox"/> Other _____	

**NOTE:** City Administrator's comments will be provided if required as an addendum to the report

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# THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

**SUBMITTED BY:** Laurie Cordell, Manager, Long Range Planning and Sustainability

**COUNCIL MEETING:** REG ☒ COW ☐ I/C ☐  
**COUNCIL MEETING DATE:** January 27, 2020  
**REPORT DATE:** January 14, 2020  
**FILE:** 5280-03

**SUBJECT:** COMPOST BIN PILOT PROGRAM PHASE 2

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## **PURPOSE:**

To respond to Council's request for recommendations for a second phase of the compost bin pilot program.

## **RECOMMENDATION:**

THAT Council receive the report titled as "Compost Bin Pilot Program Phase 2" and dated January 14, 2020 respectfully submitted by the Manager, Long Range Planning and Sustainability.

## **ALTERNATIVES & IMPLICATIONS:**

1. THAT Council direct Administration to proceed with Phase 2 of the Compost Bin Pilot Program as outlined in the report titled "Compost Bin Pilot Program Phase 2" and dated January 14, 2020 respectfully submitted by the Manager, Long Range Planning and Sustainability;

AND FURTHER, that Council approve the expenditure of \$27,000 from the Climate Action Revolving Fund to support Phase 2 of the Compost Bin Pilot Program.

*Note: Should Council choose to implement this option there will be resourcing implications. In addition funding from the Climate Action Revolving Fund would be needed for the pilot. An application is attached. (Attachment 2)*

## **ANALYSIS:**

### **A. Committee Recommendations:**

N/A

### **B. Rationale:**

1. At its Regular Meeting of January 13, 2020, Council supported conducting the background research, through the RDNO and funding up to \$10,000, needed to test the feasibility of implementing household organics collection for consideration in the 2021 budget deliberations. In the interim, Council directed Administration to provide a comprehensive review on the feasibility of the restarting the Composting Pilot Program until the results of the enhanced waste characterization study are received.
2. While the pilot program successfully demonstrated interest in composting in the community, it also showed that public bins carry some concerns with the way they are used. The bins were often overflowing with materials placed in the parking lot near the bins. There is a need for ongoing education with the community on the use of the bins.



3. The implementation and management of the Phase 2 program will impact the already constrained resources of the Long Range Planning Department, which currently is focused on the completion of the Climate Action Plan. As such, Administration recommends focusing available resources on the Council endorsed comprehensive analysis conducted in cooperation with RDNO and does NOT recommend directing limited personnel resources to a second Pilot study. Should an organics collection program be supported by Council following the RDNO waste characterization study and the market feasibility review and recommendations arising, the collection program may not be based on bin collection and may focus on home based pickup.
4. In response to Council's direction arising, Administration has explored phase 2 which would be to expand the pilot program with a total of six bins located in the City. This would provide additional access, reduce driving and may relieve some of the pressure on the two main collection locations. The locations would be determined if Council approves the Phase 2 concept and budget. Timing of the project would be March to November 2020 (39 weeks) depending on weather conditions.
5. Administration has received a quote from Spa Hills Composting (Attachment 1). Administration has calculated that \$27,000 would cover tipping twice a week at six locations for the 39 weeks of Phase 2 and have budget for at least two (of six) additional tips each week with a contingency, in case uptake exceeds expectations. Spa Hills has offered a reduced rate for tipping beyond twice a week.
6. The \$27,000 in funding for Phase 2 of the compost bin pilot program could come from the Climate Action Revolving Fund. The fund's policy sets out guidelines to fund projects that can clearly demonstrate measurable corporate or community GHG emissions reduction. This project meets the requirements of the Climate Action Revolving Fund policy. As this is a community project, rather than a City of Vernon corporate project, there is no requirement to pay back the fund.
7. A project proposal questionnaire has been completed (Attachment 2) which estimates that a total of 394,625 kgs of food waste and organics would be diverted from the landfill, which would result in the reduction of 158 tonnes of the city's GHG emissions. Community members would generate some GHG emissions dropping off compost, but many people have indicated that they combine a compost drop off with another trip.
8. There may be opportunities to apply for funding to support the program through the Regional District of North Okanagan "Rethinking and Reducing Waste Project Grants". Administration is currently reviewing this and would advise Council of the outcome. If successful, it would reduce the funding required from the Climate Action Revolving Fund.

**C. Attachments:**

Attachment 1 – Estimate from Spa Hills Compost dated November 18, 2019  
Attachment 2 - Climate Action Revolving Fund Project Proposal Questionnaire

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

The proposed project involves the following goals/action items in Council's Strategic Plan 2019 – 2022:

- Investigate methods to increase recycling and alternatives to recycling, including an organics diversion plan.

**E. Relevant Policy/Bylaws/Resolutions:**

1. At its Regular Meeting of January 13, 2020, Council passed the following resolutions:

Council, at their Regular meeting held on Monday, January 13, 2020, passed the following resolution:

*“THAT Council direct Administration to work with the Regional District of North Okanagan to enhance their waste characterization study to provide a more detailed analysis of the City of Vernon waste stream with a contribution of a maximum of up to \$10,000, with source of funds from Casino Reserve;*

*AND FURTHER, that Council direct Administration, upon completion of the waste characterization study, to put forth a call to assess market readiness, costs, opportunities and barriers to implementing household organics collection;*

*AND FURTHER, that Council direct Administration to report the outcomes of the waste characterization study and the market call assessing the feasibility, costs and benefits of household organic collection and identify how the City could address the impending Regional District of North Okanagan’s Institutional, Commercial and Industrial food waste ban as outlined in the report titled “Compost Pilot Project Recommendations”, dated December 30, 2019, respectfully submitted by the Manager, Long Range Planning and Sustainability;*

*AND FURTHER, that Council authorizes Administration to make application to any grant opportunities that may be available for this project;*

*AND FURTHER, that Council direct Administration to provide a comprehensive review on the feasibility of the restarting the Composting Pilot Program until the results of the enhanced waste characterization study are received.*

2. At its Regular Meeting of September 4, 2018, Council passed the following resolution:

*THAT Council endorse the Climate Action Revolving Fund Policy to govern the carbon tax reserve funds designated for climate action commitments as described in and attached to the report titled “Climate Action Revolving Fund Policy and Proposed Projects” and dated August 24, 2018 from the Environmental Planning Assistant and Director of Operation Services;*

*AND FURTHER, that Council designate funds from the Climate Action Revolving Fund towards an organics diversion pilot program (up to \$5,000) and an electric bicycle fleet program (up to \$20,000);*

*AND FURTHER, that Council direct Administration to investigate additional greenhouse gas emissions reduction opportunities consistent with the Climate Action Revolving Fund Policy, including biomass planting on spray irrigation lands, boiler and heat exchange upgrades, and solar powered space heating options.*

3. Vernon became a signatory of the British Columbia Climate Action Charter in 2008, through which the City committed to:

- lowering greenhouse gas emissions;
- taking actions that demonstrate leadership on sustainable development;
- achieving carbon neutrality in corporate emissions; and
- reporting annually on the City’s progress towards these goals.

4. Vernon's Official Community Plan (OCP) outlines sustainability goals to "foster integrated decision making on all issues to ensure that environmental protection, economic development and social equity are addressed, for current and future residents alike." Specific supporting policies include:

- Encourage and facilitate the introduction of low cost, achievable sustainability actions in all City, community and development projects to provide opportunities for the whole community to contribute to Vernon's resilient future.

#### **BUDGET/RESOURCE IMPLICATIONS:**

The existing Climate Action Revolving Fund has a balance of \$987,425 and would provide the funding necessary to initiate the recommended project.

Prepared by:

Jan 23 2020 11:53 AM

Approved for submission to Council:

X

*Laurie Cordell*



Laurie Cordell

DocuSign

Will Pearce, CAO

Date: Jan 23 / 20

Laurie Cordell  
Manager, Long Range Planning and Sustainability

Per:

X

*S. Blahut*

for  
Signer 2

*Kim Flick*

Division Director

#### **REVIEWED WITH**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Corporate Services            | <input checked="" type="checkbox"/> Operations           | <input type="checkbox"/> Current Planning                                |
| <input type="checkbox"/> Bylaw Compliance              | <input checked="" type="checkbox"/> Public Works/Airport | <input checked="" 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 checked="" type="checkbox"/> Financial Services |  | <input type="checkbox"/> Economic Development & Tourism                  |
| <input type="checkbox"/> COMMITTEE:                    |  |  |
| <input type="checkbox"/> OTHER:                        |  |  |

**Laurie Cordell**

---

**From:** Josh Mitchell <Josh@spahillscompost.ca>  
**Sent:** Monday, November 18, 2019 6:24 PM  
**To:** Rushi Gadoya  
**Cc:** Laurie Cordell  
**Subject:** Re: Meeting with Spa Hills Composting

Hi Rushi and Laurie,

Sorry for the delay in getting back to you regarding our last meeting. Thanks by the way, it was nice getting to sit down and chat with you both.

We would like to propose the following quote for 6 bins as we talked about.

6 Bins, twice a week at a rate of \$44/tip = \$528/week plus GST

We'd like to be able to add additional tips at our discretion, of course we would text a picture for verification of the necessity for the tip. These additional tips we would charge at a decreased rate of \$30/tip to help stay within the City's contingency plan as we see this as benefit to the greater community. We are in the area 4 days a week and we would be happy to work with the City to monitor these bins to help prevent the overflow.

If you have any more questions please don't hesitate to call.

Thanks,

Josh Mitchell  
Spa Hills Farm Inc / Spa Hills Compost

Sent from my iPhone  
(250) 833-2507

On Nov 7, 2019, at 4:01 PM, Rushi Gadoya <[RGadoya@vernon.ca](mailto:RGadoya@vernon.ca)> wrote:

To discuss Composting Options with Spa Hills.

Let me know if this time works for you.

Warm Regards,  
Rushi

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.



Page 1

**Q1** Please provide your contact information:

Name	<b>Rushi Gadoya</b>
Department	<b>Long Range Planning &amp; Sustainability</b>
Division	<b>Community Infrastructure &amp; Development</b>
Email Address	<b>rgadoya@vernon.ca</b>
Phone Number	<b>250-550-3243</b>

**Q2** Please select the scope of your project

**Community Project**

Page 2: Corporate Climate Action Projects

**Q3** Briefly described your proposed project and how it would provide GHG emissions reduction within the City's corporate operations.

Respondent skipped this question

**Q4** Would the project provide a one-time reduction or GHGe reductions on a regular basis?

Respondent skipped this question

**Q5** What is the anticipated GHGe Reduction? Please provide your answer in tCO<sub>2</sub> emissions equivalent according to the standards recognized by the British Columbia Best Practices Methodology for Quantifying Greenhouse Gas Emissions. Please note if the reductions identified is a one time or annual GHGe reduction.

Respondent skipped this question

**Q6** Additional details regarding the described corporate project:

Respondent skipped this question

**Q7** Please provide any additional details regarding how your project would benefit the City of Vernon's climate action initiatives and commitments:

Respondent skipped this question

## Page 3: Community Climate Action Projects

**Q8** Briefly describe your proposed project and how it would provide community GHG emissions reductions:

Staff is proposing a one year organics diversion pilot project to assess composting uptake in different community areas of the City. Organics diversion through composting can reduce GHG emissions by over 90% in contrast to sending the same waste to a landfill. Composting can also extend landfill life, delaying the cost associated with landfill closure and siting/constructing new landfill. Local governments that provide community organics diversion can also qualify for carbon offset credits in compliance with the provincial Climate Action Revenue Incentive Program. Although the exact number will vary by community, this project profile estimates that every tonne of organic waste that is diverted from a typical landfill (with a landfill gas capture system) into a centralized composting system will result in roughly 0.4 of a tonne of GHG emission reductions.

**Q9** Would the project provide a one-time reduction or GHGe reductions on a regular basis?

Other (please specify):

One time for the time being for a one year pilot basis.

**Q10** What is the anticipated GHGe Reduction? Please provide your answer in tCO<sub>2</sub> emissions equivalent in according to the standards recognized by the British Columbia Best Practices Methodology for Quantifying Greenhouse Gas Emissions. Please note if the reductions identified is a one time or annual GHGe reduction.

Based on provincially established Green Communities Carbon Neutral Framework, it is estimated that up to 158 tonnes of CO<sub>2</sub> total landfill emissions can be avoided in one year from the proposed project.

**Q11** Additional details regarding the described community project:

What is the anticipated total cost of this initiative:	<b>\$35,000</b>
What is the existing budget dedicated towards this initiative, if any:	<b>\$0, % staff resources towards waste reduction education</b>
How much funding is being requested from the Climate Action Revolving Fund:	<b>\$35,000</b>
Can the project generate credible carbon offset credits as recognized by the province of BC:	<b>Yes</b>
If so, how many credits would the project generate:	<b>To be determined.</b>
How do you plan to validate these credits:	<b>Through the provincially recognized Green Communities Carbon Neutral Framework Option 1 Project Profile.</b>
What is the anticipated timeline of the project:	<b>~ Spring 2020 - Spring 2021</b>

**Q12** Please provide any additional details regarding how your project would benefit the City of Vernon's climate action initiatives and commitments:

Over and above reductions in GHGs and local government carbon liability, composting has a number of broader community and sustainability co-benefits:

- Improved environmental performance of the waste management system by recycling organic material rather than disposing of it as waste;
- Extended landfill life, delaying the cost associated with landfill closure and siting / constructing a new landfill;
- In jurisdictions with limited disposal capacity, composting can reduce reliance on waste export and its associated transportation emissions; and
- Support local agricultural and landscaping sectors by providing soil amendment. Compost may also reduce dependence on chemical fertilizers.



THE CORPORATION OF THE CITY OF VERNON  
**INTERNAL M E M O R A N D U M**

**TO:** Will Pearce, CAO

**FILE:** 4000-02

**DATE:** January 17, 2020

**FROM:** Geoffrey Gaucher, Manager – Protective Services

**SUBJECT: ADDITIONAL INFORMATION FOR THE PROPOSED AMENDMENT TO THE FEES AND CHARGES BYLAW #3909, RELATING TO THE COMMERCIAL VEHICLE LICENCING BYLAW #3223**

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Council, at their Regular meeting held on Monday, January 13, 2020, passed the following resolution:

*“THAT Council postpone consideration of Proposed Amendment to the Fees and Charges Bylaw #3909, relating to the Commercial Vehicle Licencing Bylaw #3233, pending additional information from the Manager, Protective Services.”*

**CARRIED**

The “Commercial Vehicle Licencing Bylaw #3223” provides for the licencing or exemption from licencing of commercial vehicles operated within the City of Vernon, and provides a definition of commercial vehicle as:

- (3) “Commercial Vehicle” means a vehicle used by a person on a highway in a participating municipality if the vehicle is:
- (a) a commercial vehicle as defined by and licensed under the Commercial Transport Act, or
  - (b) a vehicle not licensed as referred to in paragraph (a), but used for the collection or delivery, or both, of merchandise or another commodity in the ordinary course of a business undertaking.

Section (3) (a) of the “Commercial Vehicle Licencing Bylaw #3223, refers to a commercial vehicle as defined and licenced under the “Commercial Transport Act (CTA) [RSBC 1996] Chapter 58” which is the provincial legislation governing the operation and licencing of commercial vehicles in the province. The provincial definition of commercial vehicle provided is:



"commercial vehicle" includes

- (a) a motor vehicle having permanently attached to it a truck or delivery body,
- (b) an ambulance, casket wagon, fire apparatus, hearse, motor bus, tow car, road building machine and tractor,
- (b.1) a taxi, other than a taxi in a prescribed class of taxi,
- (c) a combination of vehicles, and
- (d) other vehicles as specified by regulation of the Lieutenant Governor in Council (*farm vehicles, implements of husbandry including tractors and other farm implements*);

Section (3) (b) of the "Commercial Vehicle Licencing Bylaw #3223, refers to a vehicle not licenced under the Commercial transport Act, but that is used for the collection, delivery or both of merchandise or another commodity in the ordinary course of a business undertaking.

#### **Exempted Vehicles:**

- Farm vehicles (due to a provincial exemption under the CTA),
- Vehicles operated by the provincial government, a municipal government or an improvement district.
- Vehicles operated by non-profit organizations.
- Business or commercial vehicles not used for the purpose of collection, delivery of merchandise or other commodities, are exempt. This would include insurance providers, mortgage brokers, auto dealer courtesy vehicles and vehicles used for administrative or sales functions where no deliveries of product are made.
- Vehicles with logos or signed for business use would only require a CVL if the vehicle is used for the collection or delivery of merchandise or another commodity.

#### **The CVL Allows:**

- Use of loading zones including those with white painted curbs, for periods up to 20 mins.
- Stopping in a laneway for deliveries or pickup (with 4 way flashers on).
- The purchase of a Parking Meter Permit (a CVL is currently a prerequisite in the Traffic Bylaw #5600) which allows commercial vehicles to park at a metered space without depositing money in the meter while loading or unloading, for periods up to 20 mins. The Parking Meter Permit is purchased annually for \$60 per year. (Typical purchasers are companies where the vehicle makes multiple short stops in a variety of downtown locations at parking meters and the driver is not required to carry money for the meter.)
- Commercial vehicles to park in conjunction with a parking meter hoarding permit at hoarded meters for the duration of the permit.
- Note: The typical CVL is issued for vehicles with a gross vehicle weight exceeding 2,800 kg but not over 11,800 kg. The fee charged is \$30 per year per vehicle

which corresponds to \$2.50 per month. Typical annual revenue averaged over the last three years for the CVL program was \$12,900, with a cost in 2020 of \$774 to procure the decals. There is less administrative impact with the program run in-house, as quarterly payments and year end reporting are no longer required to UBCM.

**ATTACHMENTS:**

1. Previous Memo "Proposed Amendment To The Fees And Charges Bylaw #3909 Relating To The Commercial Vehicle Licencing Bylaw #3223" (Attachment 1)

**RECOMMENDATION:**

THAT Council receive the internal memorandum titled "Additional Information for the Proposed Amendment to the Fees and Charges Bylaw #3909, Relating To The Commercial Vehicle Licencing Bylaw #3223" dated January 17, 2020, from the Manager, Protective Services.

Respectfully submitted:

A handwritten signature in dark ink, appearing to read 'Gaucher', with a long horizontal flourish extending to the right.

Geoffrey Gaucher



## THE CORPORATION OF THE CITY OF VERNON

### INTERNAL M E M O R A N D U M

**TO:** Will Pearce, CAO

**FILE:** 4000-01-10

**DATE:** January 03, 2020

**FROM:** Geoffrey Gaucher, Manager – Protective Services

**SUBJECT: PROPOSED AMENDMENT TO THE FEES AND CHARGES BYLAW #3909  
RELATING TO THE COMMERCIAL VEHICLE LICENCING BYLAW #3223**

---

The Commercial Vehicle Licensing Program was established by the provincial government in 1906 to provide a source of revenue for municipalities to offset the costs related to the use of local roads by commercial vehicles. Local government costs could include signage and parking control as well as other expenses. The owner of a commercial vehicle being used for business purposes within a municipality is required to purchase a Commercial Vehicle Licence (CVL) for each vehicle, with a tiered fee system based on gross vehicle weight (GVW).

The Union of BC Municipalities (UBCM) assumed administration of the CVL program in 1987 through an agreement with the provincial government. Due to significant administrative burden, UBCM ended administration of the CVL program effective December 31, 2019. With the province having no plans to develop a replacement program, some municipalities have responded by introducing their own commercial vehicle licensing programs, including Vancouver, Victoria and Kelowna. Other local governments, like Prince George, have responded by updating their existing parking and traffic bylaws to regulate commercial vehicles.

The City of Vernon's existing "Commercial Vehicle Licensing Bylaw #3223", requires all commercial vehicles used or operated on any highway within the Municipality to display a Commercial Vehicle Licence. The City of Vernon's "Traffic Bylaw #5600", requires the owner of a commercial vehicle obtain a CVL prior to the issuance of a parking meter permit which would allow on street parking without paying the parking meter fees, for periods of loading and unloading.

The CVL is a requirement to park a Commercial Vehicle on street where a parking meter hoarding permit has been issued for construction or renovation. The CVL requirement ensures the hoarded parking spaces are used for business vehicle parking related to the work being performed and not for the parking of employees personal vehicles using those reserved parking meter spaces.

The rates set by UBCM in accordance with Local Government Regulations, 2014 BC Reg. 405/93 for 2019 are detailed below:

Vehicle licence fees for each licence year, for a vehicle of gross vehicle weight:

- Not exceeding 2,800 kg .....\$25.00
- Over 2,800 kg but not over 11,800 kg..... \$30.00
- Over 11,800 kg but not over 20,000 kg.....\$35.00
- Over 20,000 kg .....\$40.00

Vehicles licenced under the Commercial Transport Act....\$30.00

Vehicle licence transfer fee .....\$ 6.25

(Where a CVL is moved from one vehicle to a replacement vehicle).

An amendment to the Fees and Charges Bylaw #3909 along with locally procured CVL decals would allow continued operation and enforcement of the commercial vehicle licencing program. The CVL program generates approximately \$12,000 per annum. Administration recommends utilizing the UBCM rates for the City of Vernon 2020 CVL program as they are consistent with the fees charged in previous years under the UBCM administered program, are tiered based on licensed gross vehicle weight and are similar to the fees charged by neighbouring municipalities, particularly Kelowna.

#### **ATTACHMENTS:**

1. "The Commercial Vehicle Licencing Bylaw #3909" (Attachment 1)
2. Proposed amendments to "The Fees and Charges Bylaw #3909" (Attachment 2)

#### **RECOMMENDATION:**

THAT Council approve Bylaw amendments to "The Fees and Charges Bylaw #3909" as presented in the memorandum titled *"Proposed Amendment to the Fees and Charges Bylaw #3909 relating to The Commercial Vehicle Licencing Bylaw #3223"*, dated January 3, 2020, respectfully submitted by the Manager, Protective Services.

Respectfully submitted:



Geoffrey Gaucher





City of Vernon  
**COMMERCIAL  
VEHICLE**

**#3223**

*Consolidated for Convenience*

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 3223

AMENDMENTS

BYLAW NO.	DATE	AMENDMENT
#3443	Oct 13, 1987	Replacing & Deleting various wording
#3498	January 4 <sup>th</sup> , 1988	Replacing Schedule "A" in its entirety
#3671	April 23 <sup>rd</sup> , 1990	Definition Licence Year in Section 3 of the Bylaw
#4220	February 16 <sup>th</sup> , 1998	Various regulations to comply with the <i>Municipal Act</i>
#5323	June 27, 2011	<p><b>amending</b> various wording in Sections 3, 4, 5, 9 (c), 10,12 (b), 14, and 15 to reflect current terminology, reference and legislation</p> <p><b>adding</b> new Sections 16 and 17</p> <p><b>replacing</b> Schedule "A" of Bylaw 3223 to update the efficiency of the form</p>

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 3223

A bylaw to provide for the Licencing  
of or exemption from Licencing of  
Commercial Vehicles

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

1. "Commercial Vehicle Licencing Bylaw Number 1586, 1964" is hereby repealed.
2. This bylaw may be cited as "Commercial Vehicle Licencing Bylaw Number 3223, 1984".
3. In this bylaw, unless the context otherwise requires, "Act" means the Local Government Act, being Chapter 323 of the Revised Statutes of British Columbia, 1996, as amended, and "Regulations" means the Local Government Act Municipal Act Fees Regulation No. 1,

"Commercial Vehicle" means a vehicle used by a person on a highway in a participating municipality if the vehicle is:

- (a) a commercial vehicle as defined by and licensed under the Commercial Transport Act, or
- (b) a vehicle not licensed as referred to in paragraph (a), but used for the collection or delivery, or both, of merchandise or another commodity in the ordinary course of a business undertaking.

"Gross Vehicle Weight" means the weight at which a vehicle is licensed under the Commercial Transport Act or the Motor Vehicle Act, as the case may be.

"Highway" means a highway as defined by the Act, but does not include an arterial highway as defined by the Transportation Act.

BYLAW NUMBER 3223

“Licence Inspector” means the Manager – Bylaw Enforcement or their designate and also any person lawfully acting in that capacity.

“Licence Year” means the calendar year from January 1st to the last day of December of the following year.

“Motor Vehicle” means a vehicle not run on rails, that is designed to be self-propelled or propelled by electric power obtained from overhead trolley wires.

“Owner” means, when used in reference to a vehicle, the person or persons duly registered from time to time under the Motor Vehicle Act or the Commercial Transport Act as the owner or owners of the vehicle.

“Participating municipality” means a municipality in which a bylaw is in force declaring that this Division applies in that municipality.

“Registration Card” means the motor vehicle registration for the motor vehicle issued pursuant to the Motor Vehicle Act or the Commercial Transport Act.

4. The Corporation of the City of Vernon is hereby declared to be a participating municipality with respect to the licensing of commercial vehicles, and the provisions of Division (3) of Part 20 of the Act apply to the Municipality from and after the commencement of the licence year beginning in 1963.
5. Except as otherwise provided in this bylaw and in the Act, but subject to the Passenger Transportation Act, no commercial vehicle shall be used or operated on any highway in the Municipality unless there is displayed upon the vehicle a valid and subsisting licence issued for the vehicle in accordance with a current year decal affixed, issued for the vehicle in accordance with Division (3) of Part 20 of the Act and with this bylaw.



BYLAW NUMBER 3223

6. Except as may be otherwise provided by the Act, the owner of every vehicle shall, before it is used or operated on any highway in the Municipality, cause the vehicle to be licensed or registered with the Licence Inspector, and a licence obtained pursuant to the Act and this bylaw.
7. The application for a licence shall be in the form shown on Schedule "A" hereto attached and forming part of this bylaw, and shall be signed by the owner or his duly authorized agent, provided that in the case of partnerships or multiple owners, any one of such owners or partners may apply, and such owner or partner applying shall be deemed to be the duly authorized agent of all the owners or of the partnership.
8. Where the applicant for a licence is an agent or co-owner, the owner or owners shall be deemed to have authorized all statements set forth in the application, and shall be deemed to have made such statements on his own or their behalf and as his own on their statements.
9. (a) The applicant form, together with the registration card for the vehicle, shall be delivered to the Licence Inspector and, in the case where a fee is applicable, shall be accompanied by the fee prescribed in the Act and Regulations.  
  
(b) Where the applicant for licences is one and the same person, as many applications of the same kind as may conveniently be made on any one of the forms prescribed may be combined in one such form without the necessity for the completion of separate application forms for each vehicle for which a licence is sought.  
  
(c) Notwithstanding subsections (a) and (b) above, but not inconsistent with the Act or this bylaw, the Licence Inspector is hereby authorized to modify any of the forms prescribed, or any of the administrative procedures prescribed deemed necessary by him when dealing with any owner applying for licences for more than one vehicle.
10. All fees collected by the Licence Inspector under this bylaw, and in accordance with Division (3) of Part 20 of the Act, shall be paid forthwith to the Treasurer of the Municipality, who shall deal with the said fees in the manner provided by the Act.

BYLAW NUMBER 3223

11. Upon receipt of the application for a licence plate, and upon being satisfied that the prescribed fee (if any) has been paid, the Licence Inspector shall cause to be issued and delivered a numbered licence and shall endorse on the registration card:
  - (a) the number of such licence;
  - (b) the date of issuance thereof; and
  - (c) the fee paid.
12. The licence shall at all times be affixed to the lower outside right-hand corner of the fixed glazed surface to the right of the operator, or in the upper centre portion of the front windshield.
13.
  - (a) Where a person ceases to be the owner of a vehicle licenced and authorized to carry a licence, the registration thereof and the licence are deemed to be cancelled and the new owner may make application to the Licence Inspector for the transfer of the licence, in accordance with the provisions of the Act.
  - (b) Notwithstanding subsection (a), the purchase of a vehicle by a dealer in vehicles for resale shall not require the licence to be cancelled or transferred until the dealer sells the vehicle to a person other than another such dealer for resale.
14. Where a licence is lost, stolen, destroyed or becomes illegible or mutilated, the owner of the vehicle in respect of which the licence was issued, or his agent, may apply to the Licence Inspector for a replacement thereof for a fee as outlined in the Act and its Regulations upon the surrender of such licence, if still in the possession of the owner, and the Licence Inspector, if satisfied of the truth of the facts in support of the application, may cause a new licence to be issued in replacement and shall endorse the record of its issuance on the registration card.
15.
  - (a) The owner or operator of a vehicle, other than a vehicle exempt under Division (3) of Part 20 of the Act, who operates or uses or causes the vehicle to be

BYLAW NUMBER 3223

operated or used on a highway without holding and displaying a valid and subsisting licence for the vehicle is liable on conviction to a fine not exceeding Fifty Dollars (\$50.00).

- (b) A person who displays or causes to be displayed a licence on a vehicle not authorized to have it displayed on the vehicle is liable, on conviction, to a fine not exceeding Two Hundred Dollars (\$200.00) and the confiscation of the licence plate.
- (c) No fine imposed under this bylaw removes any liability for a prescribed licence fee under the Act.

- 16. This bylaw may be enforced by means of a municipal ticket or bylaw notice in the forms prescribed for those purposes in the Community Charter and Bylaw Notice Enforcement Act. Designated offences, bylaw enforcement officers, fines, fine reductions or surcharges are as set out within City's Municipal Ticket Information Bylaw # 5300 and Bylaw Notice Enforcement Bylaw # 5250.
- 17. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsequent, paragraph, subparagraph, clause or phrase.

READ A FIRST TIME this 9th day of January, 1984.

READ A SECOND TIME this 9th day of January, 1984.

READ A THIRD TIME this 9th day of January, 1984.

RECONSIDERED, FINALLY PASSED AND ADOPTED this 23rd day of January, 1984.

"LYALL HANSON"

\_\_\_\_\_  
Mayor:

"M. MCCAIG"

\_\_\_\_\_  
City Clerk:

## BYLAW NUMBER 3223

**SCHEDULE "A"**

THE CORPORATION OF THE CITY OF VERNON				
BYLAW #3223 - Schedule "A"				
<u><b>SCHEDULE OF FEES:</b></u>				
<b>Gross Vehicle Weight</b> Up to 2,800 kgs..... \$ 2801 kgs – 11,800 kgs ..... \$ 11,801 kgs – 20,000 kgs..... \$ 20,001 kgs and over ..... \$  For an application under Section 13 of the "Commercial Transport Act:..... \$  Transfer Fee ..... \$				
MUNICIPAL DECAL #	MOTOR VEHICLE REG. #	LICENCE #	G.V.W.	FEE AMOUNT
<b>NAME AND ADDRESS OF APPLICANT</b>			<b>TOTAL →</b> _____  _____ <b>SIGNATURE OF APPLICANT</b>	





City of Vernon

***FEES AND  
CHARGES BYLAW  
#3909***

*Consolidated for Convenience*

## FEE SCHEDULE

Schedule A  
Attached to and forming  
part of Bylaw 3909

	<b>5. Cattle, Horses, Llamas, and other Large Livestock</b> Impound Fees - \$25.00 first head, \$15.00 additional head Boarding Fees - \$10.00 per day per head <b>6. Service Charge for Milking</b> Impounded Cow or Goat - \$10.00 per milking <b>7. Veterinary Services – Actual Cost</b> <b>8. Euthanization – Actual Cost</b>
J. Good Neighbour Bylaw Excessive Nuisance Abatement Fees  a) RCMP Service Response  b) Vernon Fire-Rescue Service Response  c) Bylaw Enforcement or other City of Vernon Staff Service Response	\$125.00  Actual Cost  \$100.00
K. Commercial Vehicle Licencing Bylaw	Vehicle licence fees for each licence year, for a vehicle of gross vehicle weight: Not exceeding 2,800 kg                      \$25.00  Over 2,800 kg but not over 11,800 kg \$30.00  Over 11,800 kg but not over 20,000 kg \$35.00  Over 20,000 kg                                  \$40.00  With CTA Agreement                          \$30.00  Vehicle licence transfer fee                  \$ 6.25
<b>10. BYLAW ENFORCEMENT SERVICES</b> Error! Bookmark not defined.	<b>FEES</b>
K. Parking Meter Permits  a. Commercial Vehicles  b. Accessible Parking	\$60.00 per year or \$6.00 per month per vehicle  \$48.00 per year, per vehicle



## THE CORPORATION OF THE CITY OF VERNON

### INTERNAL M E M O R A N D U M

**TO:** Mayor & Council **FILE:** 5340-05

**PC:** Patti Bridal, Kim Flick; Shirley Koenig **DATE:** January 20, 2020

**FROM:** Will Pearce, CAO

**SUBJECT:** BX ELEMENTARY SCHOOL – SANITARY SERVICE

---

Mayor and Members of Council received an email (Attachment 1) from Electoral Area C Director, Amanda Shatzko, on Friday, January 17, 2020. The email requests Council to reconsider the motion of October 28, 2019 in which Council supports the provision of sanitary service connection to BX Elementary School in accordance with the "City Sewer Services Beyond City Boundaries Policy". The motion is as follows:

*"THAT Council supports the provision of a sanitary service connection from the City main in Silver Star Road to Lot 1, Plan KAP12270 (BX Elementary School), in accordance with the "City Sewer Services Beyond City Boundaries Policy", which requires the property owner to make irrevocable application for boundary extension to include the property into the City of Vernon, and that the application for boundary extension shall include consent by resolution of the Regional District of North Okanagan Board".*

The Chief Administrative Officer (CAO) has had extensive discussions with the Secretary Treasurer of School District 22 to explain both the policy of Council and the process. The CAO has detailed the process and responded to questions of the School District 22 Board (Attachment 2).

Mayor and Council were copied on a letter from the School District 22 Board Chair, (Robert Lee) to the Chair (Kevin Acton) and Vice Chair (Amanda Shatzko) of the Regional District of North Okanagan (RDNO) (Attachment 3). School District 22 has requested the consent of the RDNO Board by resolution *"to support the application for boundary extension for the BX Elementary property to be included in the property of the City of Vernon"*.

The CAO has made the offer to assist School District 22 staff with the boundary extension application and to proceed with permitting connection to the City's sanitary sewer service once the City receives confirmation of an irrevocable application by School District 22 to include BX Elementary property within City limits AND an irrevocable resolution of the RDNO Board supporting the application. This would be consistent with recent past practice (Butcher Boys).

**RECOMMENDATION:**

THAT Council reaffirm its resolution of October 28, 2019, supporting provision of sanitary sewer services to BX Elementary in accordance with the "City Sewer Services Beyond City Boundaries Policy";

AND FURTHER, supports the CAO in assisting School District 22 with the required boundary extension application, in order to expedite the process for obtaining the sanitary sewer service.

Respectfully submitted:

per: 

Attachments:

1. Email dated January 17, 2020 from Amanda Shatzko
2. Email dated January 9, 2020 from Sterling Olson
3. Letter dated January 17, 2019 from School District 22 Board Chair Robert Lee



**Maria Doyle**

---

**From:** Amanda Shatzko <amanda.shatzko@rdno.ca>  
**Sent:** Friday, January 17, 2020 11:35 AM  
**To:** Mayor; Akbal Mund; Kari Gares; Dalvir Nahal; Brian Quiring; Kelly Fehr; Scott Anderson  
**Subject:** Re: Sewer for BX Elementary

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Dear Mayor and Council,

To keep clear lines of communication open with all of you, I am forwarding this information in request to reconsider your decision to annex BX Elementary. I am interested in working collaboratively with the City of Vernon and feel that having BX Elementary School remain within the jurisdiction of Area C while still being connected to City of Vernon sewer should not be an issue. (And is a good decision on behalf of the environment and the students).

Here is some information that some of you might not be aware of, and therefore I would like to share with you as I think you may now want to consider waiving section 3.c of your city policy as this situation is a special circumstance and will not impede in more people requesting connection without annexation.

1. I have spoken with the provincial government who have let me know that if BX Elementary school is to be annexed, they will not be able to approve the process until at least a few years later. This will put the school at risk of losing their grant for the construction work.
2. I have been requested by many residents of Area C not to support the annexation of BX Elementary
3. As per your staff report, waiving 3.c will NOT set precedence, as Hillview Elementary School is connected to City of Vernon sewer and still remains within the jurisdiction of Area C (and that demonstrates that this type of relationship does work, and issues that are projected would come up due to connection have not happened)

Due to this new information for you, I kindly request that you please make a motion to accept to work across boundaries to connect BX Elementary school to sewer without annexation. Please do not pressure SD22 to back into a corner and request annexation, when there is a simple solution that we can make together.

Thank you,  
 Amanda Shatzko

Sent from RDNO Board Vice-Chair, Director BX/Silverstar

On Oct 17, 2019, at 3:08 PM, Amanda Shatzko <[amanda.shatzko@rdno.ca](mailto:amanda.shatzko@rdno.ca)> wrote:

Dear Mayor and Council,

Thank you for reaching out to let me know about this weeks agenda.

For transparency, I'm sending this to all of you.

I took a look at your Oct 15 agenda and staff report regarding the sewer connection for BX Elementary.

It looks like staff recommends to not support sewer connection due to Section 13 of the Community Charter and your City Policy. I would like to do what's best for the school and the environment, and see the school connected to sewer.

As you can see in the Community Charter attached, RDNO just needs to provide you with a letter of consent to have your service go outside your boundary into Area C. We can provide that.

As for the City Policy (as you know a policy is only a guideline and statement of intent- not a set in stone rule so they can be flexible) you can choose to take the alternative recommendation from staff to waive item 3.c (attached) I know that at RDNO we have chosen to take alternate recommendations and vary from policies a few times because the policy didn't fit special circumstances (like the school being a non-profit institution).

I am aware that SD22 needs to start their work this fall, and often annexation takes a few years.

Working in a collaborative form would achieve your 2019-2022 Councils Strategic Plan of enhancing relationships with regional partners (as mentioned in your staff report, and I look forward to more partnership opportunities in the future)

The choice is yours. Let us and school board know what you would like to do in writing (if you require annexation or not)

Thanks,  
Amanda

Sent from Electoral Area C Director, RDNO Vice Chair

<Alternate Recommendation.png><Policy Procedure.png><Community Charter.png>

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**Will Pearce**

---

**To:** Will Pearce  
**Subject:** FW: BX sanitary connection  
**Attachments:** Sewer Services Beyond City Boundaries.pdf

**From:** Will Pearce  
**Sent:** Thursday, January 9, 2020 5:22 PM  
**To:** 'SOlson@sd22.bc.ca' <SOlson@sd22.bc.ca>  
**Cc:** Mayor Cumming (Mayor@vernon.ca) <Mayor@vernon.ca>; Ed Stranks <EStranks@vernon.ca>; Kim Flick (kflick@vernon.ca) <kflick@vernon.ca>; Craig Broderick <CBroderick@vernon.ca>  
**Subject:** FW: BX sanitary connection

Good afternoon Sterling. The Mayor has asked that I reply to your email of January 7, 2020, attached below.

I am including a pdf of the Corporate Policy titled "Sewer Services Beyond City Boundaries" which includes the draft covenant that you have already received. See "Attached" above.

I am also including a few important notes from Ed Stranks, our manager responsible for Development Services.

So that's the background. Let me help on what this means.

The City supports the provision of Sewer Services to the School. It is practical for the school, SD22 and your students. We need a means to get there.

By Condition 1 of the POLICY the City must receive a resolution of the RDNO Board that supports the Boundary extension application, prepared and submitted by SD22 to bring the school into the City of Vernon municipal limits. I understand SD22 is working on this. It is very important. We must have this before services can be provided.

SD22 must commit to the Boundary Extension application. This is irrevocable. This is Clause 3.c) of the POLICY and Clause 3 of the Covenant to be registered on title.

The actual Boundary Extension and provincial approval may take some time...likely 2 years. Receiving Provincial approval is NOT necessary prior to the City providing the service. We recognize you want to get on with the expansion and the operation of the school. However, this is why we must have the Covenant registered on title and the clear understanding is that the application for Boundary extension is irrevocable.

Clause 2 of the Covenant CAN be reworded to permit the ongoing operation of the school (there is NO intent to interfere with that) and can be reworded to permit the new construction/expansion of the school. I would suggest you send the Covenant over to your lawyer for review and that he/she can recommend amendments. Return the amendments and we will work on them together. Basically, there is no intent to interfere with the operation of the school and/or the expansion plans. The City supports both. I would suggest your lawyer not recommend wholesale changes...the Covenant is fairly straightforward...just amend Clause 2.

With respect to your concerns on Clause 3 of the Covenant, we have not run into a situation where the Province has not approved a boundary extension when the application is made by the landowner (SD22), is supported by Resolution of the Regional District Board and is supported by the City. The City is quite prepared to provide sewer services in advance of the Provincial approval (we have done this many times, including Butcher Boys) we just don't want the applicant

(SD22) to withdraw the Boundary Extension application after sewer services have been provided. This is the intent of Clause 3.

I think that addresses your questions Sterling. Please let me know if you have any other concerns. Our City folks would be pleased to assist you with the Boundary Extension application.

All the best.

Will

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**Board of Education**  
**School District No. 22 (Vernon)**  
1401 – 15<sup>th</sup> Street, Vernon, BC V1T 8S8

January 17, 2019

Regional District of North Okanagan

Attention: Kevin Acton, Chair  
Amanda Shatzko, Vice Chair

Dear Chair Acton and Vice Chair Shatzko:

Our school district is currently planning to construct an addition to our BX Elementary School. As part of this construction project, the school district would like to connect BX Elementary School to the City of Vernon's sanitary service.

The school district has applied for this connection and the City of Vernon has passed the following motion:

*'THAT Council supports the provision of a sanitary service connection from the City main in Silver Star Road to Lot 1, Plan KAP12270 (BX Elementary School), in accordance with the 'City Sewer Services Beyond City Boundaries Policy', which requires the property owner to make irrevocable application for boundary extension to include the property into the City of Vernon, and that the application for boundary extension shall include consent by resolution of the Regional District of North Okanagan Board. CARRIED.'*

The school district now requests that the Regional District of North Okanagan Board consent, by resolution, to support the application for boundary extension for the BX Elementary property to be included in the property of the City of Vernon.

We look forward to your support of this application to ensure the school district is able to connect BX Elementary to the City's sanitary service.

Sincerely,

Robert Lee  
Board Chair

cc City of Vernon Mayor and Council

---

*A Great Place to Learn*

(250) 542-3331 [www.sd22.bc.ca](http://www.sd22.bc.ca)

**Maria Doyle**

---

**From:** Lynn Jameson <LJameson@sd22.bc.ca>  
**Sent:** Monday, January 20, 2020 2:52 PM  
**To:** info@rdno.ca; info@vernonchamber.ca; Mayor; Jacqueline Taylor; DPAC; 'CUPE 5523'; VTA President  
**Cc:** SD22\_TRUSTEES  
**Subject:** SD22 - Revenue Generation/Service Efficiency Review Committee  
**Attachments:** Revenue Generation Committee Approved Jan 16 2019.pdf

This email is an invitation to have one representative from your group participate as a member of the Revenue Generation/Service Efficiency Review Committee. A meeting date and time has not yet been established but I will communicate that information directly to your representative.

Attached please find the Terms of Reference for this Board sub-committee.

**Lynn Jameson**

*Executive Assistant-Corporate*

phone (250) 549-9226 | cell (250) 308-8838

School District No. 22 (Vernon)

1401-15th Street | Vernon, BC V1T 8S8



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## School District No.22 (Vernon)

### Revenue Generation / Service Efficiency Review Committee – Terms of Reference

**Purpose:**

To generate and evaluate and recommend ideas and opportunities for the Board to consider that would generate additional revenues or create service efficiencies that allow for additional resources for the betterment of the school district. To undertake a review of current policy and regulations related to corporate sponsorship, use of facilities, or other issues related to this purpose.

**Roles and Responsibilities/Scope:**

The committee has been established to research, brainstorm review, consult and to make recommendations to the Board that address the purpose. The committee will seek the necessary expertise as required to achieve the purpose, along with membership representatives from stakeholders involved. The committee will create opportunities for the educational community, local governments, corporate organizations, members of the public, and other community organizations to provide ideas and suggestions related to the purpose. The committee may invite individuals or groups to present on their ideas and suggestions.

The committee information and discussions will be considered confidential until such time as the Board releases information publicly.

**Membership:**

Chair: Trustee Representative

Representatives: Trustees (3):

District Staff: Assistant Secretary Treasurer, Communications Co-ordinator

PVPA (1)

DPAC (1)

CUPE (1)

VTA (1)

Chamber of Commerce (1)

City of Vernon (1)

RDNO (1)

Agenda/Minutes: Executive Assistant – Corporate

**Meetings:**

All meetings convened will be by agenda and will have minutes prepared and all supporting information will be reported to the Board of Education.

**Deliverables:**

The committee will report to the board on a regular basis their progress, questions for clarification and direction, and meeting agendas and minutes. The committee will prepare recommendations to the board regarding revenue generation and/or service efficiencies and draft recommended changes to policies and regulations for the Board and the Board, upon approval, will seek feedback from the community in the usual manner of amending policy and regulation.

**Timelines:**

The committee will meet as required to provide the deliverables.



THE CORPORATION OF THE CITY OF VERNON

**INTERNAL MEMORANDUM**

**TO:** Will Pearce, CAO **FILE:** 4000-02  
**CC:** Patti Bridal, Deputy CAO, Dir. Corp Services **DATE:** January 6, 2020  
**FROM:** Geoff Gaucher, Mgr. Protective Services  
**SUBJECT:** 2019 Bylaw Compliance Seasonal Enforcement Program Summary

---

**PURPOSE:**

To provide Council with a summary of the 2019 Bylaw Compliance Seasonal Enforcement Program.

**SUMMARY:**

The 2019 Bylaw Compliance Seasonal Enforcement Program ran April 1 to November 3, 2019. Council provided a six-week extension to the program through to December 15, 2019. This was necessitated by unseasonably warm weather and high numbers of unhoused street entrenched persons.

The seasonal program staff provided seven day a week coverage, with shifts starting at 7:30 AM to minimize the impact of the street entrenched on parks users, business owners and the public throughout the community. Bylaw compliance officers cleared temporary shelters out of the structures in Polson Park at the start of their shifts and ensured temporary shelters erected in other locations throughout the parks were taken down and packed up by 9:00 AM in accordance with the provisions of the Parks and Public Places Bylaw.

Seasonal staff worked with the Parks Department and the private security contractor in Polson Park to prevent disruption of park user's access to all areas of Polson Park particularly the pavilion, band shell and gazebos. Bylaw seasonal staff assisted City Operations to coordinate and clear large amounts of rubbish and abandoned camp debris located outside of the parks.

Bylaw compliance seasonal staff worked closely with the Vernon RCMP's Downtown Enforcement Unit (DEU) and the dayshift "E" Watch members conducting joint foot patrols in hot spots, with coordinated focused enforcement in Polson, Becker & Linear Parks and in dealing with street entrenched persons throughout the Business Improvement Area (BIA).



Seasonal staff attended the prohibited temporary sheltering locations identified in the Parks and Public Places Bylaw including the Recreation Complex grounds and the Performing Arts Centre daily in the course of their patrols as well as patrolling the rec centre and gym in the early evenings.

Seasonal staff responded to calls for service from the public, other City of Vernon departments and calls relayed by the RCMP in addition to self-generated work. Seasonal program staff investigated 2945 calls for service over the eight and a half month extended period of the program.

The use of the Street Entrenched Persons Target Analysis (SEPTA) coding continues where calls involve the street entrenched, which allows ready and accurate reporting of statistical data.

**SEPTA Calls for Service Breakdown by Month (2019):**

<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>
260	338	222	285	373
<b>September</b>	<b>October</b>	<b>November</b>	<b>December to the 15th</b>	<b>Total</b>
460	493	378	136	2945

The seasonal staff dealt mainly with calls for service involving SEPTA individuals, dealing with 54% of the overall number of Bylaw Department files investigated during the period of April 1 to December 15, 2019.

**SEPTA File Percentage of Total Calls for Service:**

<b>Period</b>	<b>Total Bylaw Dept. Calls For Service</b>	<b>Seasonal Program Staff Files (SEPTA)</b>	<b>SEPTA Percentage of Total Bylaw Department Files</b>
<i>April 1 to Dec 15</i>	5426	2945	54%

**SEPTA Individuals:**

The seasonal staff dealt with 354 individual SEPTA persons over the course of the extended program. While many of these individuals were transient and only dealt with by seasonal staff on one instance, some were daily contacts dealt with throughout the entire extended program period. While all 354 individuals were street entrenched not all were homeless.

23 of the SEPTA clients were identified as subjects of criminal arrest warrants and seasonal staff reported those to RCMP. Police attended and all identified were subsequently taken into custody.

Although calls for service to Bylaw Compliance continue to rise steadily year over year. The availability of the additional seasonal staff members permitted Bylaw Compliance to provide a more proactive response to our community's concerns, manage the workload of increasing calls for service from the public and mitigate the impact of the street entrenched on the community. Further detail will be provided in the 2019 Bylaw Compliance year-end report.

**RECOMMENDATION:**

THAT Council receive the internal memorandum titled "2019 Bylaw Compliance Seasonal Enforcement Program Summary" dated January 6, 2020, from the Manager, Protective Services.

Respectfully submitted:

A handwritten signature in dark ink, appearing to read 'G. Gaucher', with a long horizontal flourish extending to the right.

Geoffrey Gaucher, Mgr. Protective Services



THE CORPORATION OF THE CITY OF VERNON  
**INTERNAL M E M O R A N D U M**

**TO:** Will Pearce, CAO **FILE:** 7700-01  
**PC:** Patti Bridal, Deputy CAO, Dir. Corporate Services **DATE:** January 16, 2020  
**FROM:** Doug Ross, Director, Recreation Services  
**SUBJECT:** *Recreation Services 2019 Fourth Quarter Report*

---

In 2019, Recreation Services introduced Council to the new Recreation Services Quarterly Report as recommended in the Greater Vernon Recreation Master Plan (the Plan). It was recommended that despite strong support for recreation from the public, more needed to be done to ensure that the public and elected officials were aware of the positive impact that recreation has on the community.

In the Plan, "*Celebrating Successes*" was one of the identified recommendations and suggested that more be done to "*record, share, and celebrate the ways in which recreation positively impacts the community*". The purpose of this is "*to demonstrate that recreation is a justified and essential public service*". The Plan also identified "*Potential Actions*" that included "*presenting successes and achievements to the community and elected officials*" and to "*share stories from community members of how recreation positively impacted them*".

The Plan identified that "*return on investment is difficult to measure in the recreation field*". That is why it is so important that Recreation Services share this information with Council and the community and highlight the programs and services that we offer. In order to achieve this, Recreation Services is providing Council and the Greater Vernon Advisory Committee with the accompanying quarterly report with information on facility usage, user visits and showcasing positive experiences from participants.

**RECOMMENDATION:**

THAT Council receive the memorandum titled "Recreation Services 2019 Fourth Quarter Report" and the accompanying Power Point presentation, dated January 16, 2020 from the Director, Recreation Services, for information.

Respectfully submitted:

A handwritten signature in black ink, appearing to be 'D. Ross'.

Doug Ross

# Recreation Services

## 2019 Fourth Quarter Report

October 1- December 31, 2019



Through Recreation  
We Improve Quality of Life





# Playschool

Recreation Programs

2019 160 participants

17 activities

2018 161 participants

17 activities



200lbs of food collected by the Tiny Tots  
Preschool children and donated to the  
Food Bank in December.

# Tiny Tots

Licensed Preschool

2019 106 participants

5 class groups

2018 104 participants

5 class groups





## Child 5-12 yrs

Recreation Programs

### After School Program

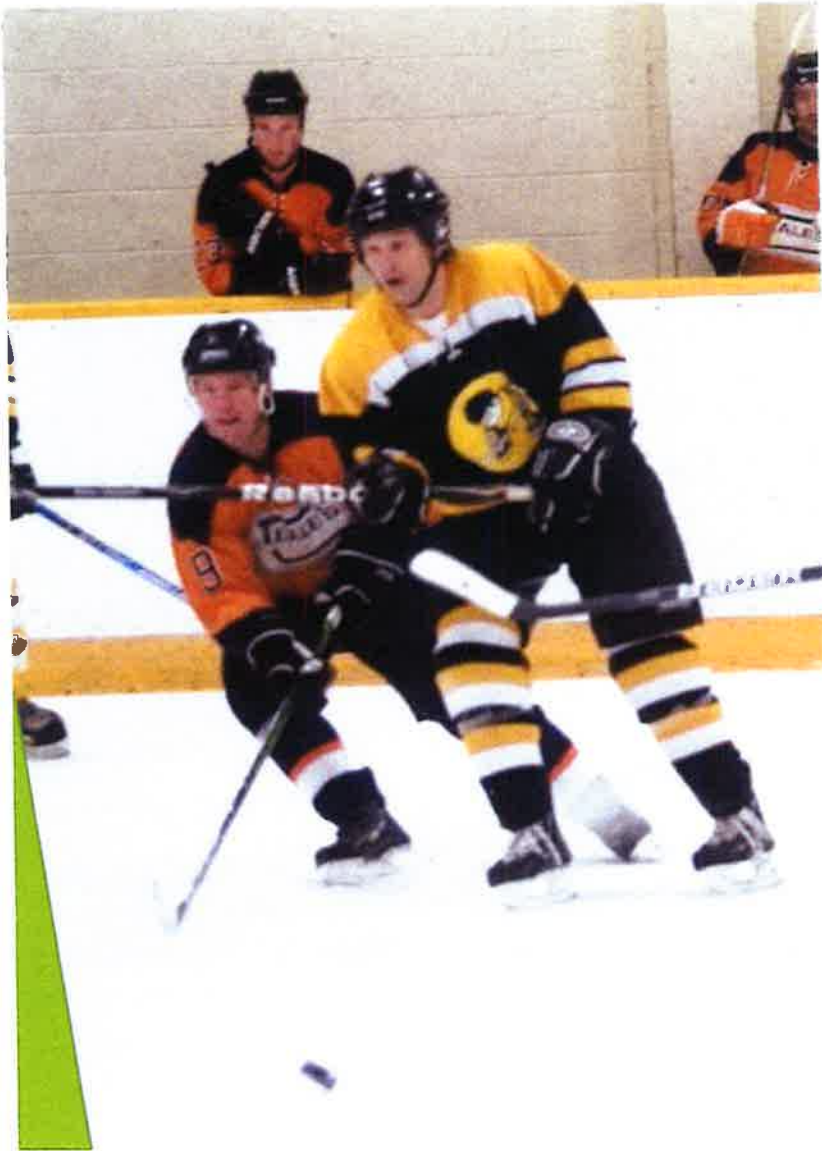
2019 48 Kids  
14 weeks

2018 40 Kids  
14 weeks

### Home Safe

2019 59 Kids Trained

2018 32 Kids Trained



# Sports

## Recreation Programs

Drop-in Floor Hockey

**2019 1505 user visits**

**2018 1206 user visits**

Volleyball League

**2019 84 teams**

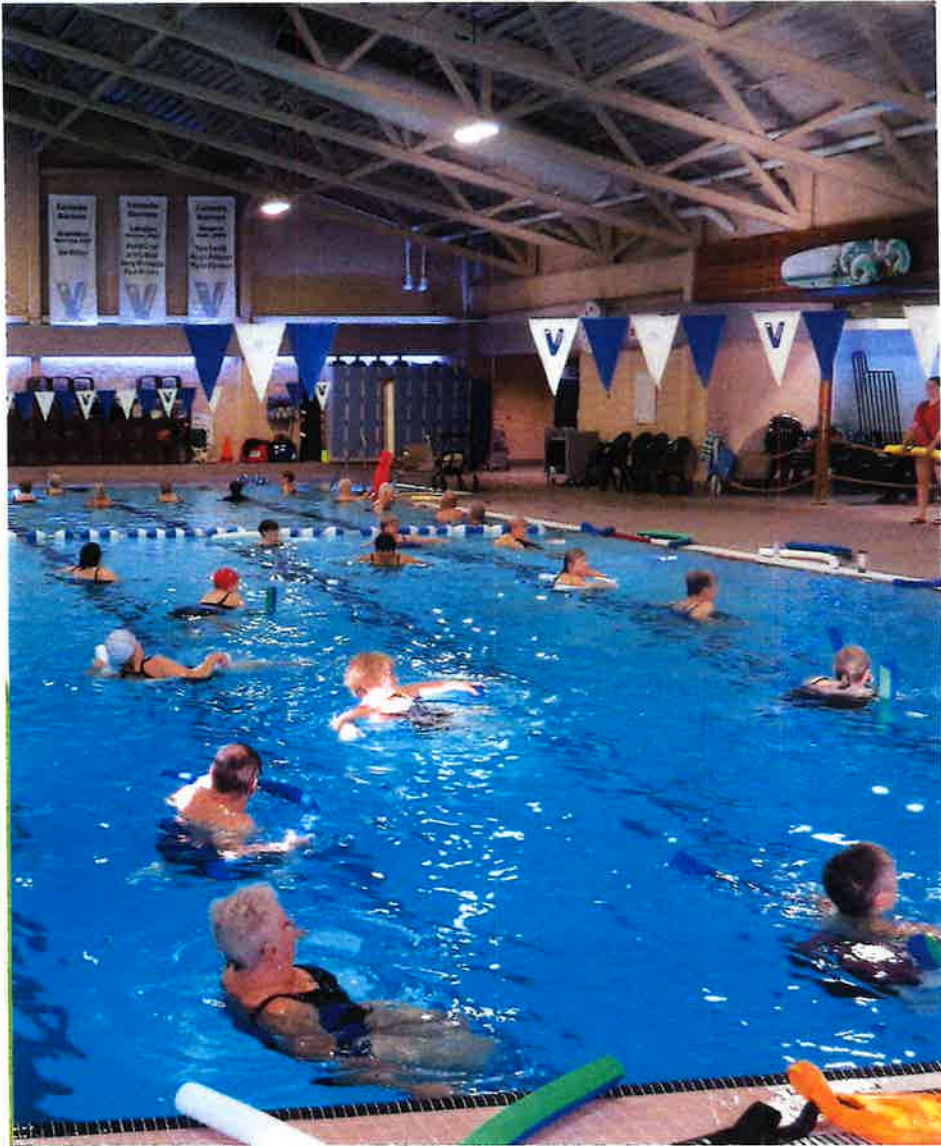
**2018 91 teams**

Hockey League

**2019 7 teams**

**2018 7 teams**





# Fitness Programs

2019 Fall	User Visits
Fitness Land	3919
Fitness Water	3845
Fitness Weights	1512

2018 Fall	User Visits
Fitness Land	3774
Fitness Water	4029
Fitness Weights	1585



# Programs Year

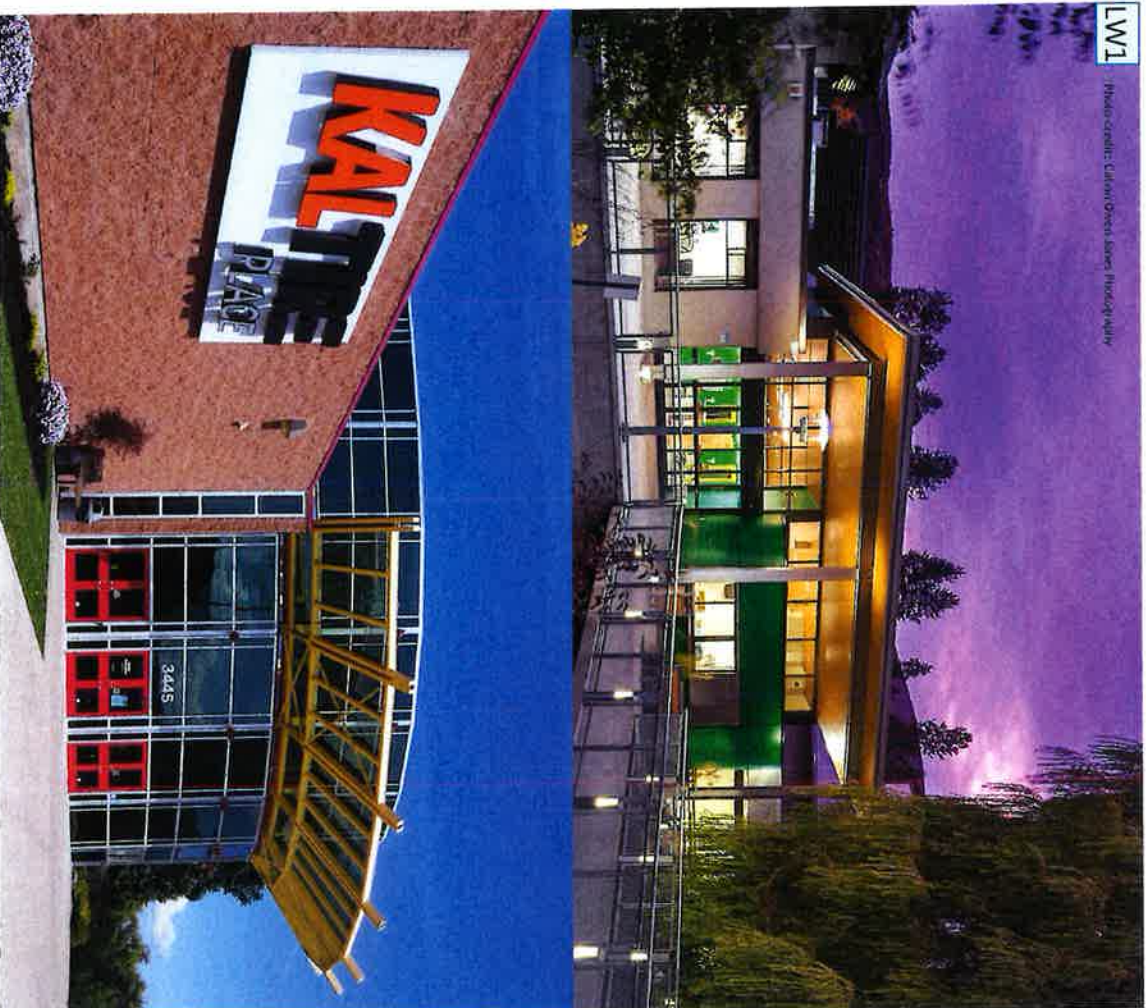
## 2019

Programs Offered	438
Registered Spots	4782
Active Program Hours	8039

## 2018

Programs Offered	448
Registered Spots	4772
Active Program Hours	8148





# Program Registrations

October 1 - December 31, 2019

2199

Registrations

No Increase

783 In Person Registrations

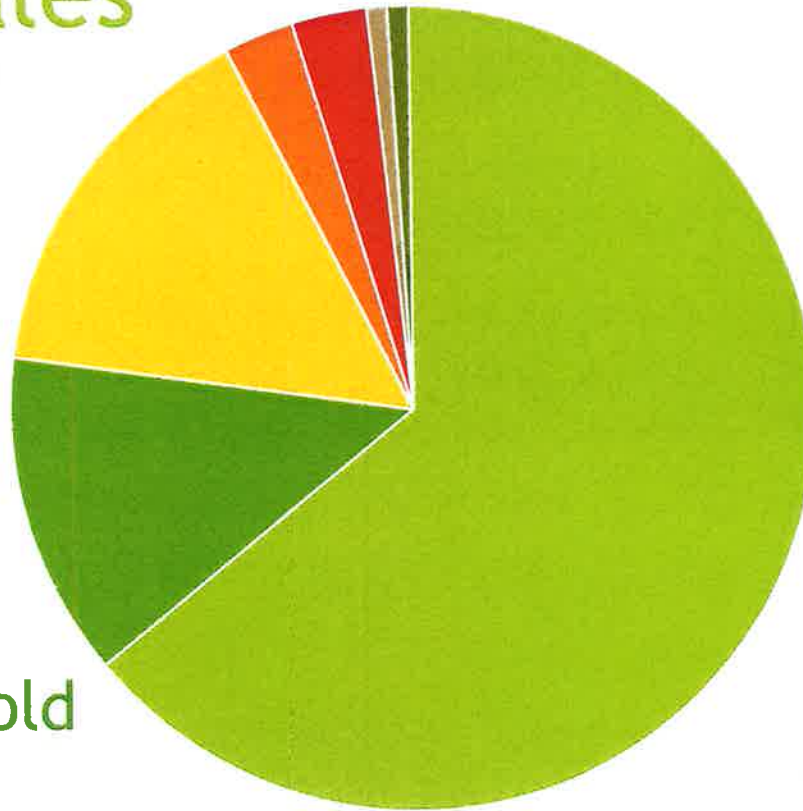
1416 Online Registrations  
(2% increase)

# Recreation Services Facility Pass Sales

October 1 - December 31, 2019

878- Adult  
194- Senior  
229- Aquatic Fitness  
42- Youth (13-18yrs)  
49- Child (7-12yrs)  
12- Preschool (3-6yrs)  
13- Family

1413 passes sold



■ Adult Pass ■ Senior Pass ■ Aquatic Fitness Pass ■ Youth Pass ■ Child Pass ■ Preschool Pass ■ Family Pass





# Facility

## Booking Hours

October 1 - December 31, 2019

3,399 hrs

Ice Bookings

1821 hrs

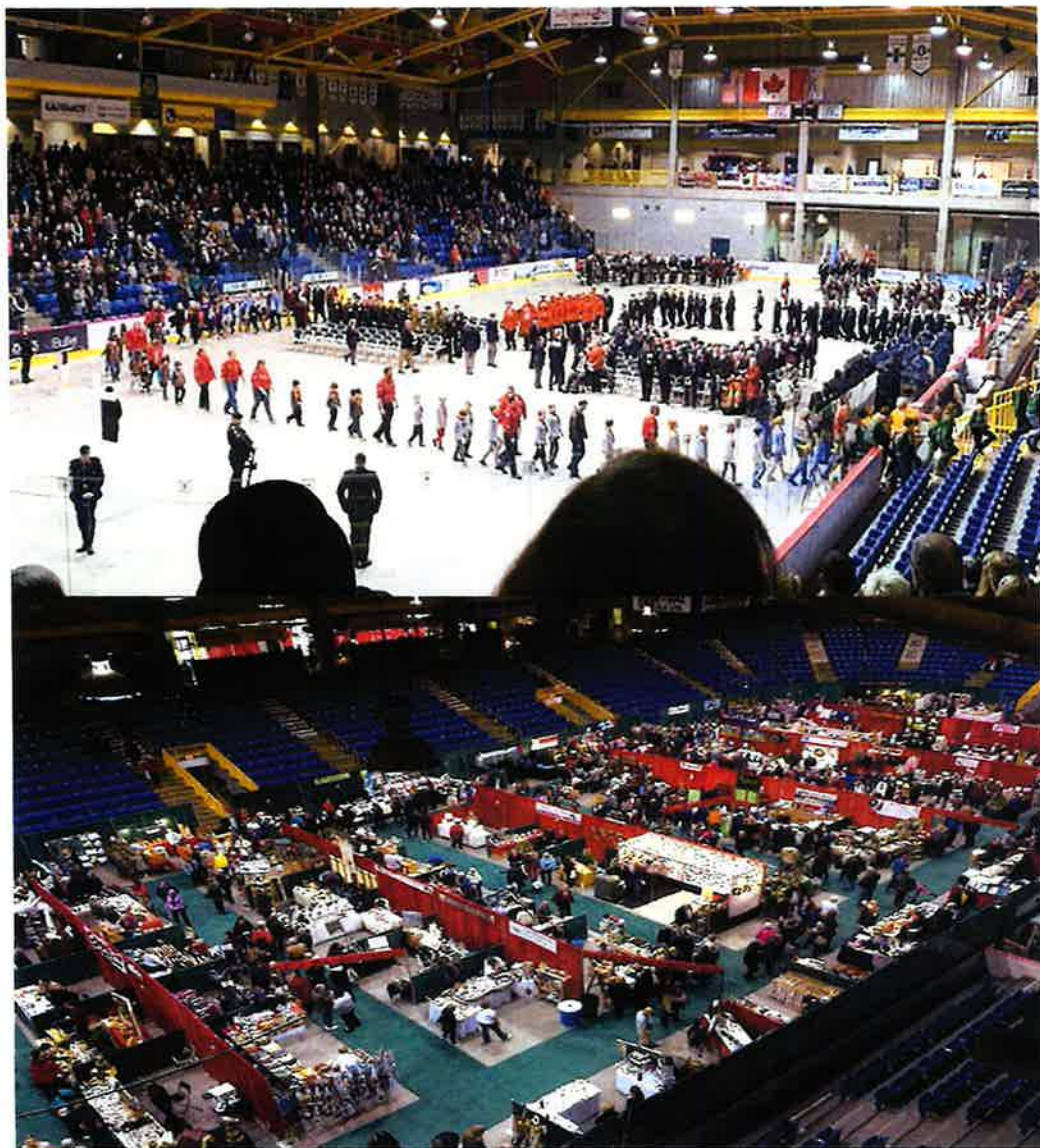
Meeting Rooms

1219 hrs

Gymnasium Hours







# Major Events

October 1 - December 31, 2019

**38** events

20 Sporting Events

13 Community Events

5 Private Events

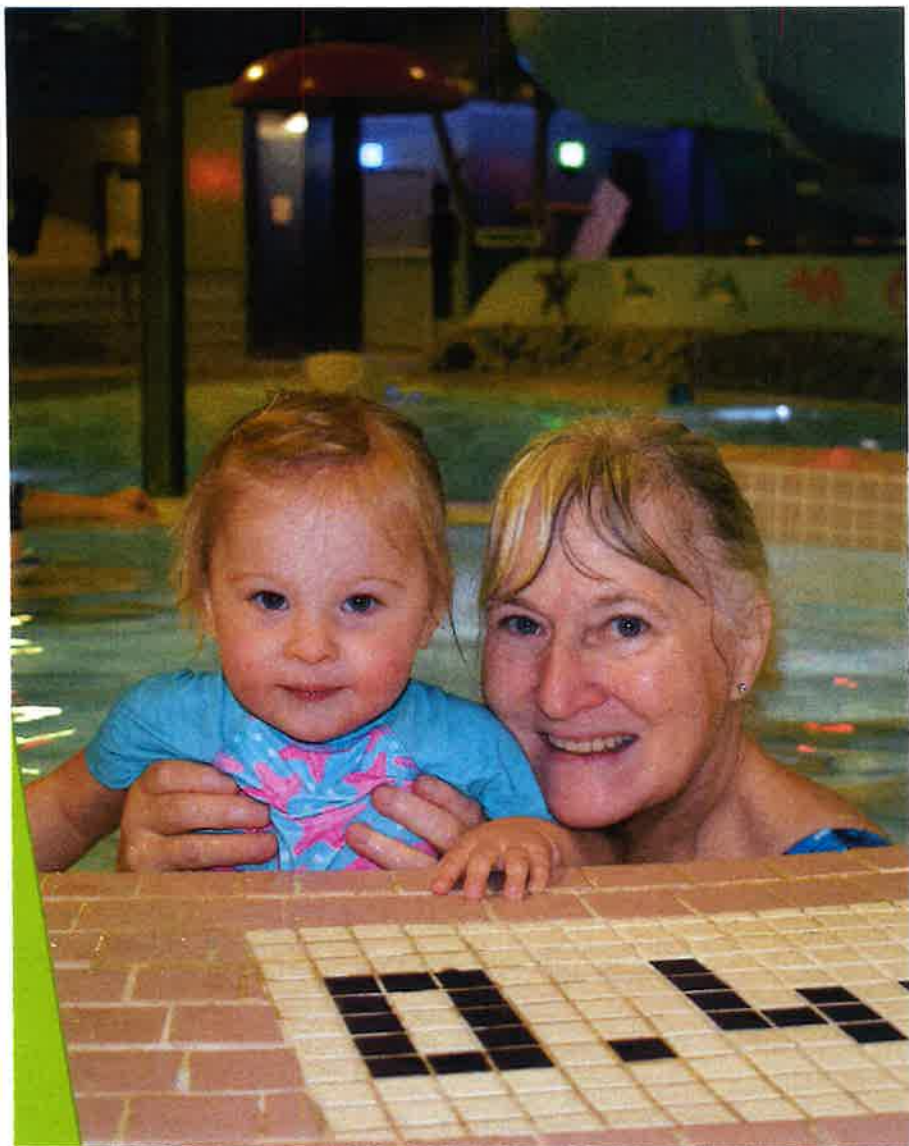




Vernon Aquatic Centre  
Learn to Swim  
Participants  
(Sept 24 - Dec 15, 2019)

**1434** participants  
1% increase

We added V-learn to the  
list of school groups we  
provide swim lessons.



## Vernon Aquatic Centre Drop In Participants

Sept 16 - Dec 31, 2019

**41,417** user visits

1% decrease from 2018

Decrease was caused by two days of early closure related to a mechanical issue with an air handling unit.





## Recreation Services Incident Response

Sept 16 - Dec 31, 2019

### Minor First Aid - 84

(e.g. nosebleeds and skinned knees)

### Water Rescue - 3

(e.g. deep water rescue, water inhalation)

### Major First Aid -10

(e.g. chest pain, loss of consciousness)



## Special Event Swims

### *Pumpkin Swim*

*Sunday October 6*

**222 Participants**

### *Santa Swim*

*Saturday Dec 21*

**194 Participants**





Vernon Kokanee  
Swim Club -  
Fall Invitational  
Swim Meet  
Nov 1-3, 2019  
337 Participants

## School District 22 Adapted Aquatics Program Offers Different Learning Experience for Students





# Recreation Services

## 2019 Fourth Quarter Report

September 1- December 31, 2019



Through Recreation  
We Improve Quality of Life



## THE CORPORATION OF THE CITY OF VERNON

### **INTERNAL M E M O R A N D U M**

**TO:** Will Pearce, CAO **FILE:** 0540-20

**PC:** Kim Flick, Director, Community Infrastructure and Development **DATE:** January 15, 2020

**FROM:** Kevin Poole, Manager, Economic Development and Tourism

**SUBJECT:** 2020 Tourism Tactical Marketing Plan

---

In the fall of 2019, Administration began working with the Tourism Marketing Committee on the development of the 2020 Tourism Tactical Marketing Plan (Attachment 1). The Tourism Marketing Committee, a sub-committee of the Tourism Commission, is tasked with working with Administration on the creation of the annual plan. The group is instrumental in providing market insight and intelligence ensuring the marketing efforts of the Tourism function are aligned with local tourism industry stakeholders. The annual plan was created in keeping with the vision, mission, and strategies as laid out in the 2018-22 Tourism Vernon Business Strategic Plan.

A tactical marketing plan and budget are required annually by Destination BC for all communities that collect the Municipal Regional District Tax (MRDT). Tourism Commission Bylaw #5683 also states that the annual Tourism Tactical Marketing Plan and operating budget are required to be approved by Council.

The budget for the 2020 Tourism Tactical Marketing Plan is the same as presented to Council by Administration on December 9, 2019 as part of the Community Infrastructure and Development Divisional Budget within the overall City of Vernon 2020 Financial Plan. In accordance with the Tourism Commission Bylaw, any expenditures outside the approved annual Tourism Operating Budget and Marketing Plan must be brought forward to Council for consideration. Oversight of the budget and assurance that funds are expended in accordance with the plan are the responsibility of Administration. The budget for the Tourism function is primarily derived from the MRDT, accounting for approximately 75% of the overall budget.

With the support of the Tourism Marketing Committee, the plan and associated budget were brought forward to the Tourism Commission for endorsement. At its meeting of January 15, 2020, the Tourism Commission passed the following motion:

“THAT the Tourism Commission endorse the 2020 Tactical Marketing Plan and Budget as presented at the January 15, 2020 Tourism Commission meeting.”

**RECOMMENDATION:**

THAT Council endorse the 2020 Tourism Tactical Marketing Plan as recommended by the Tourism Commission and attached to the memo dated January 15, 2020 from the Manager, Economic Development and Tourism.

Respectfully submitted:

Jan 17 2020 9:37 AM

X  ✓  
Kevin Poole DocuSign

Kevin Poole  
Manager, Economic Development and Tourism

Attachment 1: 2020 Tourism Tactical Marketing Plan

G:\0100-0699 ADMINISTRATION\0540 COUNCIL COMMITTEES\20 Committees- ACTIVE by name\TOURISM COMMISSION\2020\Reports\200115\_kp\_Memo\_2020\_Tourism\_Tactical\_Marketing\_Plan\_and\_Budget.doc

2020



# Tactical Marketing Plan

TOURISM VERNON  
CITY OF VERNON  
NOVEMBER 2019



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## SUMMARY

*The 2020 Tactical Marketing Plan and associated budget was created in keeping with the vision, mission and strategies as laid out in the 2018-2022 Business Strategic Plan. The Tactical Marketing Plan was created with the goal of ensuring annual initiatives link back with the Strategic Plan and support tourism stakeholders. It has also been developed to enable Tourism Vernon to help move the destination forward and become more competitive with other desirable destinations within the Thompson Okanagan and throughout British Columbia.*

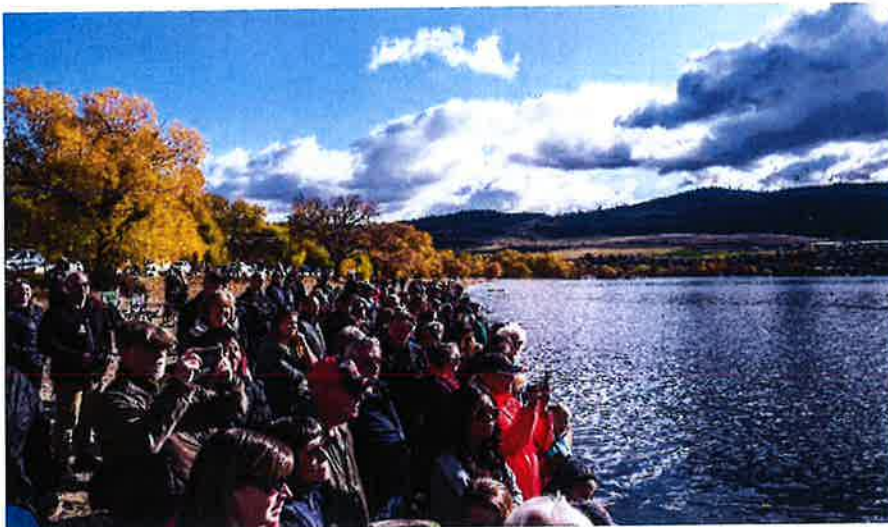
*The 2020 Tactical Marketing Plan and associated budget are based on the Municipal and Regional District Tax (MRDT) revenues collected in 2018 and up to October 2019 along with revenues received from the Online Accommodation Platform (OAP) in the first three quarters of 2019. It incorporates an estimated 4% increase in MRDT over anticipated 2019 MRDT revenues. This is less than the 8% identified in the 2018-2022 Tourism Vernon Business Strategic Plan as it factors in an adjustment due to lingering impacts on the tourism sector as a result of flooding, smoke and fires in the Thompson Okanagan in 2017 and 2018. This equates to a 2020 budget for MRDT revenue of \$1,166,603, which includes an estimated \$90,000 in OAP revenues. The total amount budgeted for the 2020 Tourism Vernon budget is \$1,498,260.*

*Once the collection of the MRDT began in 2010, the City of Vernon created a hotel tax reserve account. As such, any unexpended funds within the Tourism Vernon operating account are placed in the reserve. As of December 31, 2018, there was \$446,837 in the hotel tax reserve. The 2019 budget included a \$200,000 draw for 2019. The final draw on the reserve will be finalized once MRDT revenues are received to the end of 2019 and year end financials are completed. The 2020 Tactical Plan and Budget includes a \$100,000 transfer from the reserve to the operating fund to supplement marketing activities.*

*In October 2018, the Ministry of Finance reached an agreement with AirBnB, an Online Accommodation Platform (OAP), to collect MRDT from their rentals. Using AirDNA – Market Minder for Vernon, it is estimated that there were 154 active AirBnB listings in Vernon. In 2019, OAP is forecasted to generate approximately \$90,000. The City of Vernon is in the process of exploring regulations for short term rentals for 2020. Should additional regulations be enacted they may impact revenue generated from OAP. As such, OAP revenue estimates have remained at \$90,000, but would be monitored throughout the year by Tourism Vernon.*

*This document was created in the fall of 2019 by Tourism staff, with input from the Tourism Marketing Committee:*

- *Claus Larsen – Director of Accommodations at Predator Ridge Resort*
- *Kevin O'Brien – Owner at Kalavida Surf Shop and Kalamalka Classic SUP Festival*
- *Carmen Lindsay – Director of Recreation at Predator Ridge Resort*
- *Brett Woods – President, North Okanagan Cycling Society*
- *David Gibbs – General Manager at Prestige Vernon Lodge*
- *Susan Lehman – Executive Director at the Downtown Vernon Association*
- *Gale Woodhouse – Director at the Arts Council of the North Okanagan*
- *Troy Hudson – General Manager at Sovereign Lake Nordic Centre*
- *Cecilia Guerrero – Regional Sales Director at PHI Hotel Group (Best Western Pacific Inn & Holiday Inn Express, Vernon)*



---

*A crowd gathers on Kin Beach to watch the first annual Great Vernon Pumpkin Classic - a new, pinnacle event to Vernon's Fall Festival.*

---

# OVERVIEW:

## 2018-2022 Tourism Vernon Strategic Business Plan

### Background

One of the requirements for communities applying to the Municipal Regional District Tax (MRDT) Program for the collection of a hotel tax is to have a five year Tourism strategy in place. The 2018-22 Tourism Vernon Business Strategic Plan was developed with significant input from stakeholders and has been endorsed by the Tourism Advisory Committee (now Tourism Commission) and by City Council. The plan sets the goals and vision for Tourism Vernon through to 2022. The information below is a summary of the goals, strategic framework, strategies, target markets and demand generators. A full copy of the 2018-22 Tourism Vernon Business Strategic Plan is available online.

### Vision

*The vision for Tourism Vernon is to be the most innovative and effective Destination Marketing Organization in the Thompson Okanagan in inspiring our target markets to experience our destination.*

### Goals

1. Increase Vernon’s market share of travelers to and within BC.
2. Improve Vernon’s Net Promoter Score/Tourism Sentiment Index.
3. Increase stakeholder rating of Tourism Vernon’s overall performance.
4. Increase tourism-driven economic benefits to Vernon.

### Strategic Framework

Four strategic areas have been identified to drive the strategic plan and ensure Vernon is aggressively taking advantage of short term opportunities as well as preparing for the long term future.



### 23 Strategies

#### Inspire Visitation through Focused Marketing

1. Build the Vernon destination brand.

2. Evolve and enhance leisure marketing efforts to complement the current focus on generating awareness and interest with a stronger focus on referral to tourism partners for conversion for booking a trip to Vernon.
3. Increase role in travel trade sales efforts, working in collaboration with tourism businesses.
4. Increase efforts in the sports tourism market.

### Activate Strategic Marketing Partnerships

5. Leverage existing and new strategic marketing partnerships and programs with local Vernon stakeholders.
6. Work collaboratively with destinations along the primary travel corridors in the Thompson Okanagan.
7. Leverage relevant sector marketing partnerships and programs for tourism growth.
8. Increase engagement of Thompson Okanagan Tourism Association (TOTA), Destination BC and Destination Canada to improve marketing efforts for Vernon.

### Enhance the Destination Appeal

9. Encourage and enable industry to develop new remarkable products and experiences that support the Vernon brand, demand generators and target markets.
10. Increase focus on supporting new and enhanced festivals and events.
11. Facilitate collaboration to ensure Vernon is leveraging its unique potential as a gateway and hub for the North Okanagan Rail Trail.
12. Provide more compelling and enticing packaged travel experiences within the destination and between destinations.
13. Ensure a positive community experience.
14. Continue to evolve the visitor services model.
15. Support the focus on understanding and protecting natural assets of the region.

### Provide Visionary Leadership

16. Evolve to a Commission-managed organizational structure over time to enable Tourism Vernon to be more effective.
17. Advocate for the tourism industry within the municipality, region, and province.
18. Continue to ensure the tourism industry is inclusive of the Vernon area.
19. Continue to engage stakeholders and residents through communications and community relations activities to contribute to an enhanced tourism development climate.
20. Facilitate and encourage industry training and development.
21. Lead the ongoing collection, analysis and sharing of performance metrics, research and intelligence.
22. Secure additional funding to resource Tourism Vernon appropriately.
23. Ensure ongoing tourism planning.

## Target Markets

The primary target markets for Tourism Vernon's Business Strategic Plan have been divided into Consumer Markets and Stakeholder Markets:

### Consumer Markets

#### Primary

- Leisure
  - Active travelers
  - Geographic:
    - Lower Mainland / BC markets
    - Northern Alberta / Edmonton
    - Southern Alberta / Calgary
  - EQ Profiles: Free Spirits, Cultural Explorers, Authentic Experiencers, Rejuvenators
    - These are also Destination Canada's Global EQ types
    - Vernon's DNA identified EQ profiles:
      - Cultural History Buff
      - Gentle Explorer



- Authentic Explorer
- Travel trade – tour operators and reciprocal tour operators
  - Free Independent Travelers (FIT) and tour groups
  - Group Tour Markets:
    - China
    - US
    - European
- Corporate, Meeting and Events – support our accommodation partners with their efforts for 50-50 Co-op Marketing Funding Program
- Sports and cultural groups in partnership with the Sports & Culture Society of the North Okanagan
- Visiting Friends and Relatives (VFR)

## Secondary

- Okanagan Day Trippers
- Ontario
  - Greater Toronto Area
- Washington – Seattle/Spokane
  - Key market for Kelowna, which creates spin-off effect and opportunities for Vernon

## Tourism Vernon Stakeholders

- Tourism Vernon is a function of the City of Vernon. As there is no other Destination Marketing Organization in the North Okanagan, the department maintains relationships with neighboring communities and the North Okanagan Regional District along with regional tourism businesses, partner organizations and residents of the community.

## Demand Generators

Six demand generators have been identified through research and stakeholder feedback. Future marketing and development initiatives would endeavor to include these themes.

1. Leisure Market – Outdoor Recreation
  - a. Consumer research demonstrated that Vernon’s appeal to visitors includes its scenery, lakes, and outdoor activities. Almost three-quarters of visitors participated in outdoor activities.
  - b. Includes: hiking, cycling (trail/road), mountain biking, water sports, golf, downhill and Nordic skiing, snowshoeing, wildlife viewing, etc.
2. Leisure Market - Festivals and Events
  - a. Festivals and Events are a strong travel motivator and have been identified as a key theme to attract shoulder season visitation. Festivals and Events can support and enhance other Demand Generators, e.g., mountain biking events, golf events, agritourism, wellness events, cultural events, ski events, sport tourism events, etc.
  - b. Includes cultural and performing arts events.
3. World Class Resort-based Experiences
  - a. Specific demand generator for targeted resort-based experiences, including Predator Ridge (golf & wellness), Sparkling Hill (health and wellness), and SilverStar Mountain Resort/Sovereign Lake Nordic Centre (winter).
4. Leisure Market – Small Town Charm
  - a. Consumer research demonstrated that Vernon’s appeal to visitors includes the downtown and its small town charm, as well as the people in Vernon.
  - b. Downtown
  - c. Culinary & Agritourism
  - d. Family Friendly, including attractions, heritage sites, etc.
  - e. Vernon residents
5. Sports Tourism
6. Travel Trade – Free Independent Travelers (FIT) and group tours

# OVERVIEW: Vernon's Place DNA

In conjunction with the 2018-2022 Strategic Business Plan, Tourism Vernon staff use Vernon's Place DNA as a guide for developing the *Tactical Marketing Plan*.

## Vernon's DNA

In 2016, Tourism Vernon worked with Destination Think to gather information regarding Vernon's environment, infrastructure and society to reveal Vernon's Place DNA. A combination of surveys, workshops, research and observation were used to generate a snapshot of Vernon's Place DNA.

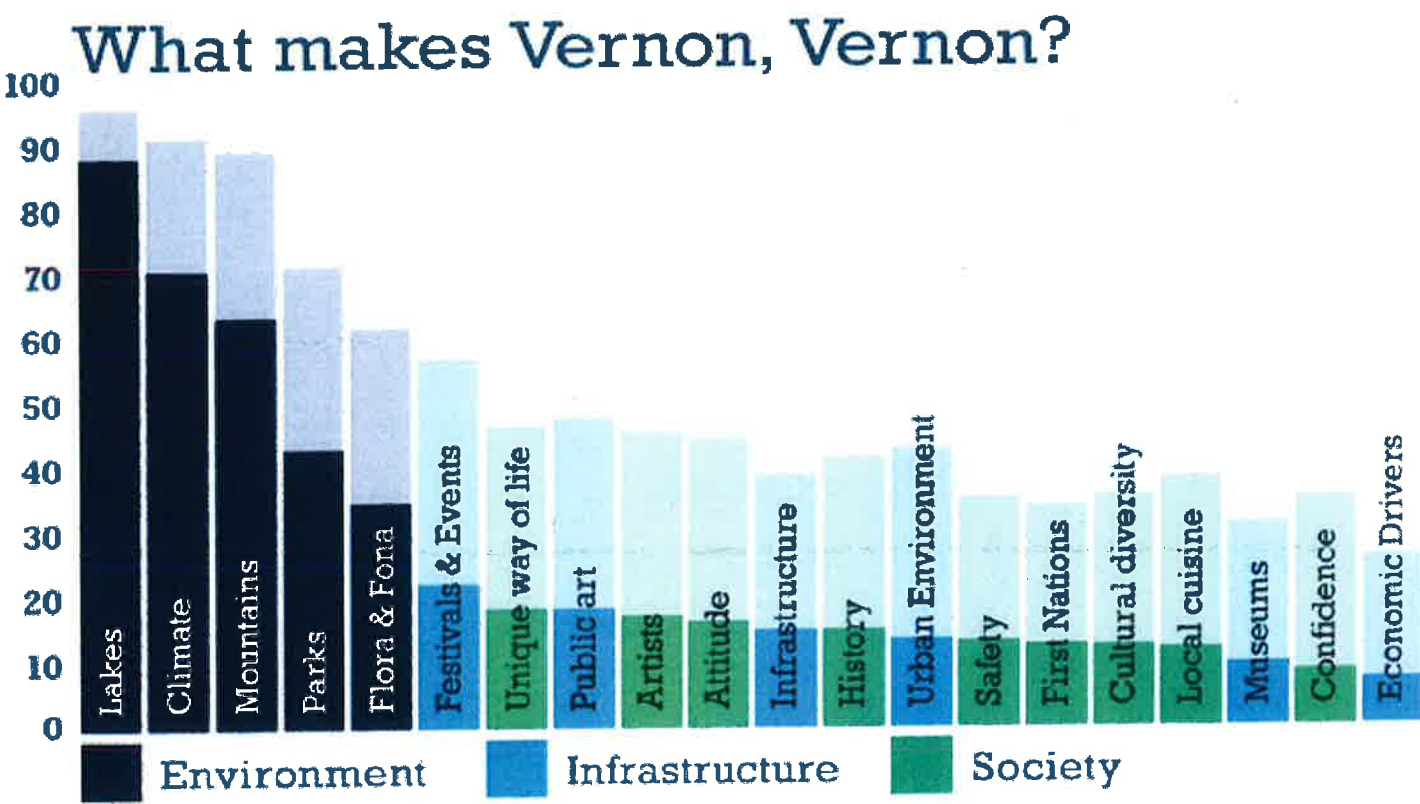
### What is Place DNA?

- The real identity of a destination
- The spice that flavours all experiences
- The type of stories a destination generates

### What does Place DNA assist with?

- Destination Development
- Audience Segmentation/ Market Positioning
- Storytelling & Engaging Promotion

## Survey Results Snapshot:



# 2020 Marketing Campaigns & Initiatives

## DIGITAL MARKETING CAMPAIGN

*Funds Allocated: \$180,000 2-450 ADVERTISING/PROMOTION*

For 2020, Tourism Vernon plans to continue to work with Destination Think! to build upon our integrated *Vernon 365* marketing plan. The 365 content calendar is created and reviewed closely with Tourism Vernon staff and aims to generate consistent awareness around Vernon as a destination via social channels and paid social advertising. The campaign runs 365 days a year with two to three seasonally focused campaigns pushing online interest directly to our activity and hotel partner offerings. Campaigns are seasonally focused, building awareness for our outdoor activities, attractions, artisan food and spirits along with sports, arts and cultural events. In addition, Images and content are pulled from Tourism Vernon's assets and from user-generated content via the CrowdRiff platform. CrowdRiff supplies high quality, live imagery from tourists' Instagram and Facebook accounts. The result is an endless stream of beautiful, engaging content tailored specifically to Vernon's tourism partners and attractions.

Strategies	Measurable Goals
Coordinate and execute contests featuring tourism partners and Vernon attractions	Awareness by visits to landing page, time spent on site, contest entries and choices made
Promote seasonal package offers	Click through to partner offers, and number of bookings if partners are able to track
Provide call to action links within content taking users directly to tourism stakeholder's online platforms or Tourism Vernon webpage	Click through rates to partners, time on Tourism Vernon website/pages
Invite interaction through opt ins for future contact and additional information	Number of opt ins
Invite engagement through Explorer Quotient (EQ) quiz	Number of quiz entries, EQ styles linked to geographic locations

## Tourism Vernon Media Initiatives

*Funds Allocated: \$119,000 2-450 ADVERTISING/PROMOTION*

These initiatives strive to feature Vernon and its tourism partners in key target markets.

Proposed media initiatives for 2020, fall and winter broadcast campaigns with CTV, Global TV and Rogers to reach audiences in BC and Alberta. A planned CTV Winter Wellness campaign would feature Sparkling Hill Resort and assist in promoting Vernon as a health and wellness destination. Spring Golf and Active Lifestyle campaign support would continue with Predator Ridge through the TSN and CTV Campaign. Digital contesting, interviews and promotion via CTV's Morning Show and news broadcasts are all part of this initiative. Although television is expensive, Tourism Vernon would continue to invest in broadcast by leveraging Destination BC's marketing co-op and media relation program opportunities.

## CO-OP MARKETING PROGRAM

*Funds Allocated: \$75,000 2-450 ADVERTISING/PROMOTION*

Available to Greater Vernon partners in all sectors of the tourism industry to increase overall marketing reach for our community through co-op funding.

Policies and procedures were introduced in 2013 to support co-op marketing projects that are initiated and driven by industry. These programs are available to Greater Vernon tourism stakeholders and include opportunities for consortiums, trade shows and events that promote visitation outside the Thompson Okanagan to drive overnight stays.

In 2018, with the move to a 3% MRDT, the co-op funding program was increased from \$50,000 to \$75,000. As of December 2019, Tourism Vernon supported partners in 44 marketing initiatives for a total of \$334,265.46 of marketing promotions. Due to high demand for the co-op funding program, and that the contractual agreement with the Sports and Culture Society of the North Okanagan did not begin until July 2019, an additional \$20,062.50 was reallocated within the Advertising and Promotions budget to further support the program in 2019, for a total of \$95,159.76 in funding was allocated.

Allocation of funding based on sectors:

• Arts & Culture -	\$8,091.51
• Event/Sport -	\$20,062.50
• Hotel partner -	\$22,833.75
• Small Accommodator -	\$8,700.00
• Tourism business/partner -	\$35,472.00
• Total -	\$95,159.76

It is anticipated that strong co-op participation would continue in 2020 as partners become more familiar with the program and the opportunities to support digital and event/trade/industry shows. A review and update of the policy is planned for 2020.

## MEDIA HOSTING/ RELATIONS

*Funds Allocated: \$35,692 2-450 ADVERTISING/PROMOTION/2-231 FOOD & COFFEE /2-283 VEHICLE RENTALS*

Actively increase opportunities to gain unpaid media coverage (digital, broadcast and print) to grow destination and tourism partners' awareness regionally, nationally and internationally by hosting, developing media relationships and creating a fresh and up-to-date media kit of story ideas. Hosting tours (as opposed to self-guided) provides journalists a richer and more engaged Vernon experience.

Attending media trade shows and hosting media dinners in key visitor markets helps to grow Tourism Vernon's media travel database for ongoing engagements. Tourism Vernon would like to continue to leverage DBC, TOTA and DC media relation efforts to include Vernon in Okanagan and British Columbia media familiarization (FAM) tours.

In 2019, staff hosted 34 FAMs with 45 media, who produced 21 stories in broadcast, print and digital. The audience reach is estimated at 20.9 million for Vernon. Staff attended Go Media (Canadian and international journalists) and Travel & Words (Pacific Northwest journalists) media tradeshow, meeting with over 52 travel journalists to pitch story ideas and invite journalists on assignments to visit Vernon. Staff did not attend Travel Media Association of Canada (TMAC) conference in Sault Ste. Marie due to cost in travel versus number of media attendees. Canada Media Marketplace has been put on hold by Destination Canada pending a review. Staff were able to network and build relationships with our regional, provincial and national media teams such as Destination Canada which organizes and supports Go Media and Canada Media Marketplace shows with pre and post media FAMs. Staff hosted a golf themed FAM with three North American golf writers. Tourism Vernon also participated in destination and wellness features with Chatelaine and Cityline with Rogers Media, and hosted an additional 40 writers at media dinners in Vancouver, Calgary and Edmonton with co-host Predator Ridge Resort, and 10 writers in Toronto with SilverStar Mountain Resort co-hosting.

This resulted in well-rounded media coverage for Vernon in Vancouver, Calgary, Toronto, and other markets in Canada, the United States and beyond with digital stories. Journalists often post to their social media feeds throughout their stay which the Visitor Services team leverages and amplifies in Tourism Vernon's social channel, further increasing the exposure for the community.

Moving forward in 2020, the media relations program continues to be a priority to ensure that Vernon and our partners are top of mind with travel, wellness, food, spirits and outdoor adventure writers and bloggers. Staff plan to update our press kit with a destination background, fact sheet, community characters' profiles and a story page for pitching ideas. Staff would participate in relevant tourism industry media conferences and shows to pitch story ideas to gain destination and key tourism stakeholder exposure. This program also builds our media database by adding relevant bloggers/social media influencers, while strengthening our relationships with TOTA, DBC and DC along with our destination tourism partners in our region.



Staff plan to leverage and support FAMs that showcase Vernon and area tourism and industry partners. Media hosting events are planned in Vancouver, Calgary, Toronto, and Seattle. Other US markets such as Spokane are being explored. Partnership opportunities are being investigated with other Destination Marketing Organizations (DMOs) to pitch story ideas. Staff continue to build our database by attending North West Travel & Words in April and the opportunities sponsored by DBC and DC once they are finalized for 2020. New in 2020, staff plan to attend the International Media Marketplace in New York. Tourism Vernon has booked 28 media meetings to date. Destination Canada is supporting this event with a large presence since they have put the Canada Media Marketplace on hold.

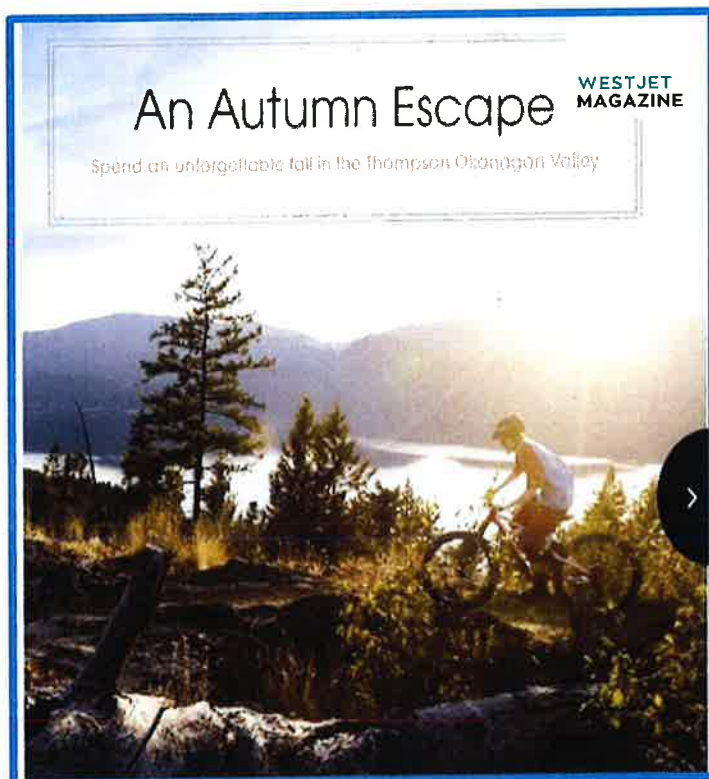


*Tourism Vernon staff arranged, coordinated and hosted multiple media visits in 2019. Coverage included CTV, SCOREGolf, Globe & Mail, Global News and City Line, among others.*





Example content generated directly via Tourism Vernon's 2019 Media program:



## MEMBERSHIPS/ASSOCIATIONS

*Funds Allocated: \$6,500 2-450 ADVERTISING/PROMOTION*

Associations increase the presence of Tourism Vernon within the industry, which leads to more effective and efficient partnerships with representatives from around the province and country. Additionally, associations offer a broader scope of knowledge into specific sectors (ie. travel trade and sports tourism). Memberships and associations are also vital to many advocacy efforts regarding Tourism focused policies and regulations (ie. Provincial MRDT Legislation, Emergency Management BC Policies, etc.).

Current List of Memberships & Associations:

- British Columbia Destination Marketing Organization Association (BCDMOA)
- Canadian Sport Tourism Alliance
- Canadian Inbound Tourism Association (CITAP)
- Mountain Bike Tourism Association of BC (MBTA)
- Tourism Industry Association of BC (TIABC)
- Tourism Industry Association of Canada (TIAC)
- Travel Media Association of Canada (TMAC)

## BIKING TOURISM – Okanagan Singletrack Trail and Okanagan Rail Trail

Contributed funds from marketing campaigns, media hosting, Visitor Guide, website refresh, sector projects, E-newsletters, TV campaigns and digital marketing campaign. 2-450 ADVERTISING/PROMOTION

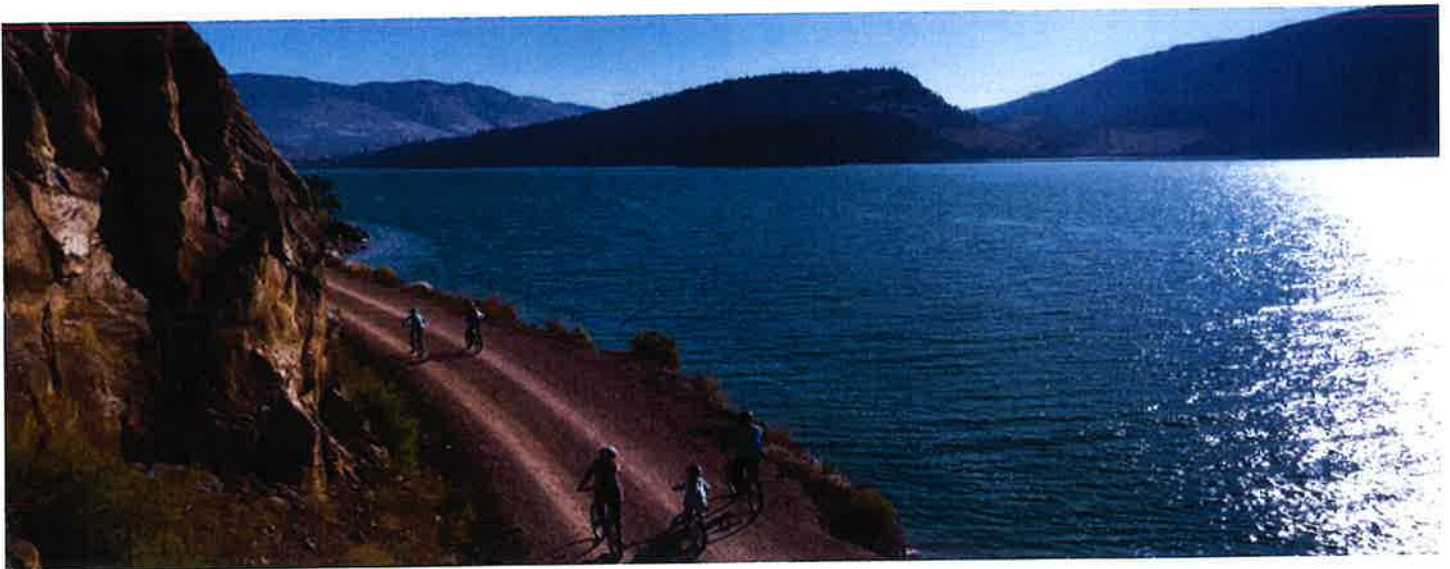
The 2016 Biking Strategic Workshop and Action Plan provided the Vernon Bike Community, City of Vernon and Tourism Vernon direction on how to move Biking Tourism forward. Since then, there has been significant progress made in the sector as highlighted below. In 2020, Tourism Vernon plans to continue to support this growing sector through marketing and promotion efforts.

- Culture:
  - In 2018, Tourism Vernon in partnership with Tourism Shuswap and Kamloops created the Triang-Ale Trail with the BC Ale Trail to promote craft breweries in our area to the biking community. Pubs and craft beer are known to be part of the mountain biking culture as places to gather.
  - In 2019, we saw the installation of dedicated bike racks in front of Marten's Brewpub on 30 Avenue. This has created a downtown, bike-friendly hub for riders to gather and explore the downtown shops, restaurants and pubs.
  - There are additional bike racks being explored by the City of Vernon and the Downtown Vernon Association in 2020.
- Collaboration and Promotion:
  - In 2018, Tourism Vernon partnered with Visit Penticton, Tourism Kelowna and Kamloops to create a multi-destination mountain biking corridor with Mountain Biking BC (MTBBC), called the Sage Brush Singletrack Trail. With the departure of Tourism Kamloops from the partnership in 2019, the corridor was renamed, Okanagan Singletrack Trail. MTBBC has developed two campaigns to promote this corridor. In 2018, a marketing partnership with Pink Bike was created to create a destination showcase with both video and stories - <https://www.pinkbike.com/news/destination-showcase-the-okanagan-british-columbia.html>. Pink Bike is the premiere resource for the mountain biking community and has global reach, and is regarded as experts in the mountain biking riding, trails, equipment and information forum. Last year, collaboration was with Free Hub with the goal of generating awareness in the United States for the Okanagan Singletrack Trail. The campaign included creating the Fruitful Frontier – A Taste of Everything in the Okanagan Valley. <https://freehubmag.com/features/okanagan-singletrack>
  - After the Okanagan Rail Trail was softly opened in late September 2018, there has been a working committee that the City of Vernon participates on to provide input and feedback for branding, usage and development.
  - With Destination British Columbia's (DBC) Open-Pool funding program for 2018 and 2019, Tourism Vernon has been able to participate in two multi destination marketing campaigns to promote the Okanagan Rail Trail and biking in and around Vernon with #OkanaganExploring.
  - Tourism Vernon is continuing its efforts with Tourism Kelowna, District of Lake Country on a new Okanagan Rail Trail website and promotional campaign.
- Infrastructure:



- In 2019, the City of Vernon installed additional bike rack hubs for visiting and local riders.
- The creation of separated multi-use paths by the City of Vernon from the Okanagan Rail Trail to downtown and other paths to the north-end of the city has offered a safer riding environment within Vernon for families and novice bikers.
- A Skills Park was created by the City of Vernon in 2019. This has been well received and used by the local and visiting biking community to develop junior and novice rider skills.
- In 2020, we hope to see the completion of the 29/30 north south transportation corridor, which would provide a connection from Polson Park to Village Green Centre. The project includes a multiuse path along 48 Avenue, providing a critical connection to several hotels in the city.
- Products
  - Events:
    - In 2017, the North Okanagan Cycling Society (NOCS) created the first multiday, Vernon Bike Festival in May to promote and attract mountain bikers to Vernon. Events included the promotion of novice trail riding opportunities in Vernon along with a movie night, Show and Shine with music at Ratio Coffee Shop, and a demo day with five of the key biking industry providers in Ellison Provincial Park. This Festival has grown in 2019 to include the Okanagan Rail Trail and Arts Ride; a family friendly event incorporating local artists, musicians and retailers to showcase their talents along the Okanagan Rail Trail.
    - New in 2020, Silver Star Mountain Resort is developing a summer mountain biking festival. Further details and possible partnership with Tourism Vernon are pending.
  - Since 2016, NOCS has been working on adding green and kid friendly trails in and around Vernon.
  - Since 2017, Predator Ridge Resort has developed a robust biking program on resort with the creation of two of the most challenging new trails in Vernon. Granite, which opened in 2018 and Mantle, which opened in 2019. On resort bike rentals and trail connecting Predator to Ellison Provincial Park trails have also been added.
  - Okanagan Rail Trail shuttle from Predator Ridge Resort was launched in the spring of 2019. This shuttle is open to the public.
- Service
  - The availability of bike rentals in Vernon has vastly improved since 2016. Visitors are now able to rent bikes year round in Vernon. Previously, bike rentals were only available in July and August with the rental fleet being sold off by September. Now there are three bike shops (Sun Country Cycle, Olympia and Skyride) in Vernon offering spring to fall rentals, and one offering fat bike rentals year round. There are also seasonal bike rental shops in Coldstream (Kalavida Surf Shop) and Lake Country (Pedego). The rentals available in Vernon now include cruisers, hard tails, full suspension and ebikes.
  - Additional bike maps have been created, including electronic maps by the Ribbons of Green Trails Society and NOCS. Printed maps have been created by the City of Vernon and the Regional District of the North Okanagan.
  - Since 2018, NOCS has been offering a free Bike Friendly Assessment for all Tourism Vernon hotel partners

### **Cycling and trail images produced via Tourism Vernon's media program and sector pool projects:**







## SPORTS & EVENTS TOURISM

Funds Allocated: 2-450 ADVERTISING/PROMOTION / 2-499 GENERAL CONTRACTS

- \$35,000 for contract services
- \$15,000 for activities

Based on the Strategic Business Plan 2018-22, Tourism Vernon is looking to expand efforts to attract additional sport and event tourism to the community. A strategy and plan would be required to maximize the potential of this subsector. City of Vernon and the new Sport & Culture Society of the North Okanagan (formerly The North Okanagan Sport and Culture Society) entered into a contract in July 2019 and is working on expanding these opportunities in 2020.

## INDIGENOUS TOURISM

Funds Allocated: \$10,000 2-450 ADVERTISING/PROMOTION

Indigenous Tourism is a key cultural pillar for attracting visitors to Canada and BC. The City of Vernon and the Okanagan Indian Band (OKIB) signed a relationship accord in the fall of 2018 as part of the Community Economic Development Initiative (CEDI). Based on the lack of indigenous tourism products/activities in the Vernon area, the Marketing Committee felt it was important to include dedicated funding to support Indigenous Tourism creation and growth in and around Vernon. Initiatives would be done in partnership with the OKIB and their efforts to move Indigenous Tourism forward.

## STAKEHOLDER ENGAGEMENT/EDUCATION

Funds Allocated: \$15,000 2-450 ADVERTISING/PROMOTION

In January 2019, Tourism Vernon hosted our first tourism industry partners' open house. Over 100 partners registered for the event. There were partner booths and networking time pre and post presentations. Tourism Vernon staff received fantastic feedback from our partners about the workshop and its content.

Presentation Topics:

1. Tourism Vernon Marketing Opportunities and Funding Support
2. Tourism Vernon Economic Impact
3. Tourism Vernon Visitor Centre Information Services and Support
4. Vernon Place DNA

The 2020 Open House is scheduled for February 18, 2020. RSVP's are on track for record attendance, and booth space is fully utilized at 21 spots.

In 2019, Tourism Vernon hosted regular meetings with our tourism industry partners in Vernon. Staff plan to create more opportunities to engage directly with Tourism Vernon staff in 2020. Regular reach-out's and better, more engaging survey opportunities are planned for 2020. Moreover, a Stakeholder Survey is sent out yearly as per the 3% MRDT program rules.

## CONFERENCE/TRAVEL

Funds Allocated: \$10,000 2-332 CONFERENCE & COURSES/ 2-450 ADVERTISING/ PROMOTION / 2-334 MEAL PER DIEMS

Conferences allow Tourism Vernon to connect with and learn from other industry professionals, contribute to tourism industry discussions and maintain a leadership presence at industry meetings and functions. Tourism Vernon's attendance at the Visitor Centre Network conference is a requirement in order to maintain provincial funding for the Vernon Visitor Centre.

Strategies	Measurable/Benefits
Attend annual BC Tourism Industry conference with TIABC	Connect with industry members and discuss issues faced by the industry; build partnerships
Attend Visitor Centre Network conference	Keep up to date on Destination BC expectations and requirements for operation of Visitor Centre
Attend TOTA AGM, Summit and meetings	Connect with regional stakeholder partners; keep informed of new or emerging opportunities



	Attending TOTA functions provides better access to information that can then be shared with industry
Attend BC DMO Assn. AGM and strategy sessions	Discussion of issues facing other DMOs, particularly issues around the collection and use of the Hotel Tax (Municipal and Regional District Tax)
Arrange tourism industry meetings in Vernon as required	Communicate with industry on a regular basis

## TRAVEL TRADE

*Funds Allocated: \$30,000*

### **2-450 ADVERTISING/ PROMOTION/ 2-329 TRANSPORTATION / 2-333 ACCOMMODATION / 2-334 MEAL PER DIEMS**

Tourism Vernon staff plan to participate in select travel trade shows and regional events that provide access and exposure to our key markets and support our tourism stakeholders. Tourism staff plan to continue to grow our Travel Trade programs and market reach.

As an emerging destination, Tourism Vernon has been challenged to receive invitations to Destination Canada sponsored travel trade events like Canada's West Marketplace and Rendezvous Canada. These events help us to support our hotel and tourism partners in selling Vernon to international tour operators for FIT, group and educational tours.

Current hotel partners participating in Travel Trade Shows include Sparkling Hill Resort, Predator Ridge Resort, Prestige Hotel Group (Vernon Lodge and the Prestige Hotel Vernon), PHI Hotel Group (Best Western Pacific Inn & Suites and the Holiday Inn Express) and Sandman Hotels. Other hotel partners with Travel Trade contracts include the Village Green Hotel, Super 8 and Fairfield Inn & Suites. Attraction and activity partners participating in Travel Trade include Predator Ridge Resort (golf groups), Davison Orchards, Planet Bee & Honeymoon Meadery, the Historic O'Keefe Ranch, SilverStar Mountain Resort and Camelot Haven Alpaca Farm.

In 2019, Tourism Vernon worked in collaboration with our tourism partners to clarify, showcase and produce translated collateral to support operators in China, Japan and Korea. Unfortunately, Showcase Canada was cancelled this year due to political unrest in Hong Kong. Tourism Vernon also attended the Canadian Inbound Tourism Asia Pacific (CITAP) Golf Tournament and the Winter Function in December to promote Vernon activities with local BC RTOs.

There are a limited amount of DMOs invited to attend ExploreBC, Canada's West Marketplace and Rendezvous Canada. As such, Tourism Vernon supported the Thompson Okanagan Tourism Association (TOTA) at these events with information and materials to further promote Vernon in 2019. Tourism Vernon also supported Predator Ridge and Sparkling Hill Resorts, as invited attractions, with funding to attend Canada's West Marketplace and Rendezvous Canada. In addition to these, Tourism Vernon supported Destination BC (DBC), Destination Canada and TOTA by hosting tour operator and travel agent FAMs.

In 2020, Tourism Vernon plans to:

- Determine, based on resources and interest, if it is feasible to create a trade show event with Reciprocal Tour Operators (RTOs) in Richmond to showcase Vernon's hotel, activity and attraction partners.
- Work with Vernon's stakeholders at open house events to better prepare our products and services for this market.
- Work with DBC to present new Vernon products to travel trade and media markets.
- Continue to attend the Canadian Inbound Tourism Association (CITAP) winter trade event.
- Seek additional marketing opportunities in the growing Asian travel trade sector to promote Vernon.
- Continue to work with the Thompson Okanagan Tourism Association (TOTA), Destination BC and Destination Canada to leverage their tour operator FAMS for Vernon.

## VERNON VISITOR CENTRE

**Funds Allocated: \$189,345 2-499 GENERAL CONTRACTS**

The Vernon Visitor Centre and its staff are key to the Vernon visitor experience. They are the first point of contact for many in-person visitors, as well as instrumental in many marketing projects and initiatives. As visitors begin to use the web and online tools more and more to explore and research a destination, the Visitor Services team has had to become more creative in how they reach out to and engage the Vernon Tourism Market.

In 2019, the Visitor Services team continues to work with our accommodation partners for the DBC Accommodation Survey, organizing the Tourism Vernon Open House and supporting the Tourism Manager with events and activities including media hosting. New projects were pop-up mobiles at local provincial campsites and partnership with neighboring tourism visitor centres in the Nakusp/Kootenay area to drive visitation to Vernon from the Highway 6 corridor.

In 2020, the Visitor Services team plan to continue with pop-up Visitor Booths at key locations and events, with the high season being a priority. The idea is to bring the Visitor Centre to the visitor, rather than the other way around. In addition to front-line visitor information and greeting, the Vernon Visitor Centre staff assist with the Pilot DBC Stories Content Generator program, media hosting, surveys, social media, potential consumer shows and many other supporting marketing projects.

## ACCOMMODATION SURVEY

Funds Allocated: \$2,500    **2-499 GENERAL CONTRACTS / 2-450 – ADVERTISING/PROMOTION CONTRACTS**

Tourism Vernon plans to partner with STR ([www.str.com](http://www.str.com)) to obtain Vernon accommodation data that would provide staff with a snapshot of hotel performance in Vernon. Unfortunately, Predator Ridge and Sparkling Hill Resort due not utilize STR, so we plan to continue to bolster the data by continuing our work with DBC and our accommodation partners to produce a survey that reports on monthly aggregated occupancy rates, average daily rates, visitor origins, market segments and length of stay for visitors. 2019 was a very busy year for our accommodators and there were challenges collecting data from enough partners to create two segmented reports (accommodation with under 60 rooms and accommodation with 61+ rooms). Staff would continue to work with the Tourism Commission and DBC to better collect data in a timely and regular fashion.

## SECTOR/ POOL PROJECTS & INITIATIVES

Funds Allocated: \$70,000    **2-450 ADVERTISING/PROMOTION / 2-499 GENERAL CONTRACTS**

Staff continue to leverage and support our agency and media relation efforts with direct buys to extend reach and awareness. Tourism Vernon would continue to leverage the DBC Sector and Open Pool Funding opportunities as they become available.

In 2019, Tourism Vernon participated in eight DBC Sector and Open Pool Funding Marketing Projects with 17 partners to leverage \$73,973 into \$492,382 in marketing campaigns:

1. Marketing Okanagan Singletrack Trail with Mountain Biking BC (Free Hub campaign)
2. Marketing and digital assets with Triang-Ale Trail with Tourism Kamloops and Shuswap (BC Ale Trail campaign)
3. Vernon Golf Consortium with BC Golf Marketing Alliance and our four golf partners – Predator Ridge, The Rise, Vernon Golf & Country Club and Spallumcheen Golf & Country Club (May to October)
4. #OkanaganExploring with Zen Seekers Media (Spring and Fall)
5. Trails with Tourism Kamloops and Shuswap (Winter)
6. Okanagan Rail Trail with Tourism Kelowna, City of Kelowna and District of Lake Country
7. Regional Campaign with TOTA for Fire Recovery (25% for Winter and 75% In Spring 2019)

In 2020, Tourism Vernon would continue to leverage funding programs from DBC and form appropriate partnerships with sectors including the Farmers' Market and Snowmobiling. Based on 2019 actuals, staff have budgeted \$70,000 in 2020 as opportunities vary from year to year.

Example images captured via Tourism Vernon's pool projects:





## TOURISM VERNON DESTINATION VIDEOS

Funds Allocated: \$10,000 **2-450 ADVERTISING/ PROMOTION**

Destination Videos serve as multi-purpose assets allowing for multiple uses across multiple platforms including websites, social media, television and also act as an on-site selling tool at trade shows, industry events and travel trade meetings. Tourism Vernon worked with the procurement team to find a videographer to create four to six season and segment destination videos for Vernon with short clips for each season and sector activities for biking, wellness, food, water sports, winter and art and culture. This project is ongoing.

## VERNON HEALTH AND WELLNESS INITIATIVES

Funds Allocated: \$35,000 **2-450 ADVERTISING/ PROMOTION**

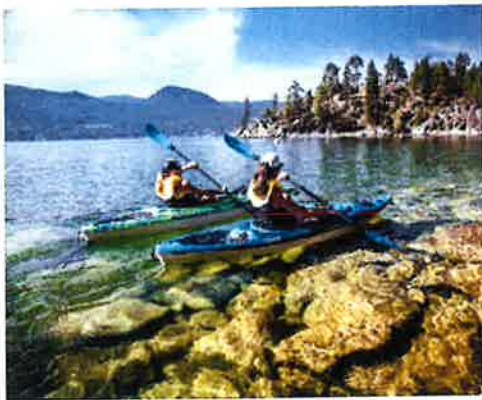
Greater Vernon's balance of natural surroundings, delightful farm-to-table culinary experiences coupled with a laid back, small town charm attracts visitors from around the world. Promoting this rare blend would be the focus of Tourism Vernon's health and wellness initiatives. Messaging, imagery and content featuring our stakeholders and their amenities would emphasize the incredible opportunities for healthy living in the Vernon area.

Predator Ridge, Sparkling Hill and Silver Star Mountain Resorts, for example, offer visitors the opportunity to experience world class hiking, cycling, spa treatments, skiing and golf. These are bolstered by the local produce at the Vernon's farmers' market, locally owned and operated restaurants, the Okanagan Rail Trail, emerging cycling culture and more. Ideal activities for a health and wellness getaway.

The Thompson Okanagan Tourism Association (TOTA) and Destination British Columbia (DBC) offer pillars to Tourism Vernon's initiatives. Sustainable Tourism is becoming a major focus for our region as the demand for climate action grows. Tourism Vernon plans to work closely with TOTA and DBC to secure Greater Vernon's title as a sustainable destination. TOTA's biosphere certification program, for example, is an opportunity Tourism Vernon is currently exploring.

Finally, staff plan to host a health and wellness workshop for Tourism Vernon's stakeholders. Sharing and developing ideas around Vernon's health and wellness offerings would assist stakeholders in attracting this rapidly growing wellness market.

Imagery via Tourism Vernon's media program boasting Vernon's active and healthy lifestyle:



## DBC DIGITAL STORIES CONTENT GENERATION PILOT PROJECT

Funds allocated as part of Visitor Services contract, staff resources and Destination Think! 365 Campaign.

As part of our commitment to DBC Digital Stories Pilot Project, Tourism Vernon has a goal of generating three to five Instagram stories per week. The Pilot Project is anticipated to run until the 2021. These stories are distributed via DBC channels with Google, TripAdvisor and 3<sup>rd</sup> party travel content providers.

## TOURISM VERNON RTO EVENT IN LOWER MAINLAND

Funds contributed as part of Travel Trade initiatives **2-450 ADVERTISING/ PROMOTION / 2-329 TRANSPORTATION / 2-333 ACCOMMODATION / 2-334 MEAL PER DIEMS**

Tourism Vernon staff is assessing the feasibility to create an event with RTOs in Richmond to further showcase Vernon hotels and tourism products. The objective would be promoting Vernon and its products to international markets that work regularly with RTOs. This would subsequently create interest to book stays and activities in Vernon for the group, education and FIT business travel segments.

## CrowdRiff

Funds Allocated: \$18,000 **2-450 ADVERTISING/ PROMOTION**

Crowdriff is a digital platform, first introduced to Tourism Vernon in 2016 by Destination British Columbia. This platform pulls user generated photos from multiple social media channels, collects them all in one easy-to-access hub for DMO's to use in countless ways. DMO's can search photography by location, hashtag and activity. CrowdRiff serves as an endless source of new, quality, Vernon-based imagery that often features key Tourism stakeholders. Tourism Vernon utilizes CrowdRiff on a regular basis to create digital marketing campaigns, television advertising, and engaging photography for our social channels. In 2020, in partnership with Destination BC, Tourism Vernon plans to utilize CrowdRiff to create hundreds of digital story campaigns displayed across Destination BC's website, Google image searches and West Jet's social channels.

## WEBSITE HOSTING, DEVELOPMENT & MAINTENANCE

Funds Allocated: \$29,100 **2-450 ADVERTISING/ PROMOTION**

With the launch of the Tourism Vernon website in 2016, web-based opportunities and resources maximize awareness of our community and engage viewers using audio, video and interactive mapping to portray Vernon's experiences. Feature modules and promotional pages push partner offers and the marketing initiatives drive traffic to TourismVernon.com for additional information on the destination, tourism partners and activities. As such, TourismVernon.com must be an up-to-date, fresh and engaging platform acting as a valuable first point of contact for interested and returning visitors alike.

In 2019, Tourism Vernon worked on the integration of User Generated Galleries and the DBC Stories content.

In 2020, Tourism Vernon plans to build upon TourismVernon.com with new content to reflect new tourism products/services in Vernon and our surrounding area and incorporate interactive maps for the Vernon Tasting Trail for food and libations. The goal for 2020 is to increase awareness around our partners' offers and business locations. CrowdRiff continues to be integrated into the site to collect and showcase fresh Vernon imagery.

## #EXPLOREVERNON DIGITAL MARKETING CAMPAIGN

Funds contributed as part of Digital Marketing Campaign **2-450 ADVERTISING/ PROMOTION**

In 2020, Tourism Vernon would continue to build on the engaging #ExploreVernon campaign. With a 365 day approach, #ExploreVernon has become a successful hashtag campaign with over 25,000 posts on Instagram. Tourism Vernon uses #ExploreVernon to create hype around key partner events, share our stakeholder's success stories, ramp up shoulder season awareness, and engage locals and visitors alike into sharing their Vernon experiences.

## OFFICIAL VERNON VISITOR GUIDE

Funds Allocated: \$52,000 **2-450 ADVERTISING / PROMOTION / 2-499 GENERAL CONTRACTS**

The official visitor guide is a vital piece to the Vernon tourism experience. The annual guide would be produced building upon current content and layout. Ad sales reached \$ 21,310 in 2019. The guide provides valuable visuals and details regarding Greater Vernon's tourism and stakeholder offerings. This vital marketing piece is distributed throughout the valley and at key industry events and tradeshow and are frequently utilized by tourists and residents alike as a Vernon reference piece.

## SOCIAL MEDIA CAMPAIGN:

Funds allocated as part of the Vernon Visitor Centre and staffing costs **2-499 GENERAL CONTRACTS**

The Vernon Visitor Centre and Tourism Vernon staff handle the day-to-day posting on all social channels (Destination Think! manages all paid posts and paid targeted social advertising). In 2020, the Vernon Visitor Centre staff would work more closely with Destination Think!'s campaign initiatives to align messaging and seasonal pushes.

Tourism Vernon would continue to promote and highlight events, tourism businesses and the destination using social media. Tourism Vernon would also continue to participate in Destination BC's social media visitor network program.

As a result of social media efforts last year, Facebook 'followers' grew from 6,312 to 10,780, up 71%. The top five origin cities for Facebook fans are Calgary, Edmonton, Kelowna, Vancouver, Kamloops. Twitter followers increased from 4286 to 4,649 followers, up 8.4%. The Tourism Vernon Instagram channel is rapidly growing with a 58% increase from 2018 to 2019, to 9758 followers.

## E-NEWSLETTER:

Funds allocated: \$24,000 2-450 ADVERTISING/PROMOTION

Currently, Tourism Vernon produces the following e-newsletters: consumer, quarterly travel trade, quarterly media, seasonal golf and industry e-newsletters. These efforts would be expanded in 2020 to create further engagement with our target audiences and promote our new health and wellness initiatives.

## SPRING INDUSTRY FAMILIARIZATION PROGRAM

Funds Allocated: \$6,000 2-499 GENERAL CONTRACTS / 2-329 TRANSPORTATION

This program focuses on educating Vernon front-line and BC Visitor Centre staff on what to see and do in Vernon to promote ambassadorship. The program is undertaken in May prior to the start of the peak tourism season.

## Photo Library and Supporting Destination Video Content

Funds allocated as part of destination video, media and marketing project costs 2-450 ADVERTISING/PROMOTION

Additional EQ style photography is required to ensure advertising and publications are current and meet expected industry standards. Funds have also been allocated towards the production of additional, shorter destination videos supporting the larger, longer destination video. The shorter supporting videos would address specific segments (ie. cycling).

## Visitor Exit Survey

Funds allocated: \$5,000 2-499 GENERAL CONTRACTS

Pending funding and resources, Tourism Vernon would investigate the implementation of a Visitor Exit Survey with Destination BC or a third party research firm. Tourism Vernon needs to better understand the actual experiences and origins of visitors to develop better campaigns for Vernon. A survey would need to be created to implement online and through visitor intercepts. The survey would be promoted through accommodations and attractions, as well as the Visitor Centre and SilverStar Mountain Resort.

## EQ (Explorer Quotient)

Funds allocated: FREE to Destination BC Partners

EQ is a market segmentation tool used by Destination BC, the Canadian Tourism Commission and the Thompson Okanagan Tourism Association. Other entities, like Travel Alberta and Travel New Brunswick, have used it successfully to market their experiences. Destination BC is now offering this program for free to all BC tourism partners.

## 2019-23 Tourism Budget

	2020	2021	2022	2023	2024
1-232 - MARKETING REVENUE	65,000	65,000	70,000	70,000	75,000
1-523 - HOTEL TAX (MRDT)	1,166,603	1,213,267	1,261,798	1,312,269	1,364,759
1-526 - TOURISM BC GRANT	25,000	-	-	-	-
1-360 - SALES OF GOODS & SERVICES	17,000	17,500	18,000	18,500	18,500
1-377 - RACKING FEES (TOURISM)	4,250	4,000	4,000	4,000	3,750
1-875 - FROM HOTEL TAX RESERVE	100,000	-	-	-	-
1-792 - INTERNAL REVENUE	120,407	122,574	124,780	127,026	129,312
	<b>1,498,260</b>	<b>1,422,341</b>	<b>1,478,578</b>	<b>1,531,795</b>	<b>1,591,321</b>
2-610 - CELLS/MOBILITY	2,500	2,750	3,000	3,250	3,250
2-700 - COST OF GOODS SOLD	13,000	13,500	14,000	14,500	15,000
2-320 - MEMBERSHIPS/DUES	5,000	5,000	5,000	5,000	5,000
2-326 - UNIFORMS & CLOTHING	6,000	6,000	6,000	6,000	6,000
2-329 - TRANSPORTATION	14,750	19,000	19,500	22,000	22,500
2-450 - ADVERTISING/PROMOTION CONTRACTS	793,439	676,115	737,035	793,326	782,950
2-499 - GENERAL CONTRACTS	322,795	337,262	317,262	292,262	342,262
2-200 - GENERAL SUPPLIES	2,600	2,700	2,800	2,900	3,000
2-204 - OFFICE SUPPLIES	3,000	4,000	4,000	5,000	5,000
2-224 - MAILING COSTS	8,250	8,250	8,250	8,250	8,250
2-231 - FOOD & BEVERAGES	29,500	32,000	32,500	34,000	34,500
2-920 - FLEET CHARGE	8,112	8,436	8,774	9,125	9,490
2-283 - VEHICLE RENTALS	3,500	4,500	4,500	5,000	5,000
2-140 - LABOUR NON-UNION	241,519	249,328	257,457	265,932	279,369
2-333 - ACCOMMODATION	15,050	18,000	19,000	21,500	22,000
2-332 - CONFERENCE & COURSE FEES	23,050	27,500	30,000	32,500	35,000
2-334 - MEAL PER DIEMS	6,195	8,000	9,500	11,250	12,750
	<b>1,498,260</b>	<b>1,422,341</b>	<b>1,478,578</b>	<b>1,531,795</b>	<b>1,591,321</b>



## DEFINITIONS AND ACRONYMS

- ADR – Average Daily Rate
- BCDMOA – British Columbia Destination Marketing Organization Association, membership of 54 city destination marketing organizations in British Columbia that collection the MRDT
- Conversion - visitor has taken an action that leads to a purchase, e.g., a hotel booking
- CMM – Canada Media Marketplace, US travel journalist show organized by Destination Canada
- DBC - Destination British Columbia, the provincial DMO that promotes British Columbia as a destination
- DC – Destination Canada, the national DMO that promotes Canada as a destination globally
- DMAI – Destination Marketing Association International
- DMO – Destination Marketing Organization, e.g., Tourism Vernon is a DMO
- EQ – Explorer Quotient profiles identify why and how different people like to travel and the communication style that appeals to them
- FAMS – familiarization trips for media or travel trade to experience destinations activities/attractions to produce stories or sell local products
- FIT – Fully Independent Traveler, e.g., not travelling on a group tour
- ITAs – International Tourist Arrivals, the # of tourists who travel to a country other than their usual residence
- Leisure market/traveler – travel for pleasure, e.g., not for business, sports, visiting friends/family, etc.
- MRDT – Municipal Regional District Tax
- NOCS – North Okanagan Cycling Society
- OAP – Online Accommodation Platforms that sell accommodations, e.g. AirBnB
- OKIB – Okanagan Indian Band
- OTA – Online Travel Agency, e.g., Expedia, Booking.com, etc.
- Referral – sending leads from Tourism Vernon to our Tourism partners' online channels, the visitor services team or staff
- RTO – Reciprocal Tour Operators, businesses that work with international tour operators to bring FIT and groups to Canada
- TIABC – Tourism Industry Association of BC
- TMAC – Travel Media Association of Canada
- TOTA – Thompson Okanagan Tourism Association, the regional DMO
- Travel Trade - people and companies that resell travel products, i.e., Jonview Canada, Gap Adventures
- VFR – Visiting Friends and Relatives



## THE CORPORATION OF THE CITY OF VERNON

### **INTERNAL M E M O R A N D U M**

**TO:** Will Pearce, CAO **FILE:** 4000-01-02  
**PC:** Debra Law, Director, Financial Services **DATE:** January 10, 2020  
Patti Bridal, Director Corporate Services  
**FROM:** Cindy Barker, Specialist, Financial Services  
**SUBJECT:** DISTRIBUTION OF CHARITABLE FUNDS - 2019 KINDNESS METERS DONATIONS

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Council approved the installation of Kindness Meters in the downtown area at their regular meeting of June 13, 2016. Council resolved to provide funds collected by the Kindness Meters to organizations providing assistance and food services to those in need in the community. Listed below are a number of service providers who deliver a range of services to individuals, groups and families in need. The list is lengthy, but not exhaustive. Council may choose to provide all funds contributed by the public into the Kindness Meters to one service provider for the 2019 funds, or may wish to add or remove service providers as they see fit.

Kindness meter donations have been distributed to the following organizations:

- In 2018, the North Okanagan Youth and Family Services received a total donation of \$672.47.
- In 2017, the Upper Room Mission received a total donation of \$1,798.68.
- In 2016, the Salvation Army Food Bank received a total donation of \$1,863.82.

2019 revenues from the Kindness meters were \$711.10.

For Council consideration for the distribution of the Kindness Meter funds, the following assistance services include, but are not limited to:


- Gateway Shelter- Women's and Men's Shelter services;
- Vernon & District Hospice Society – Provides quality end of life care services, including grief and bereavement programs;
- Community Dental Access Centre (North Okanagan) Society – Dental care for low income residents in the North Okanagan.
- Turning Points Collaborative Society – Housing, employment services, shelter and addictions recovery services;

- Archway Society for Domestic Peace – Temporary housing for Women and children fleeing abusive relationships;
- Vernon Native Housing Society- Housing Society for Aboriginal and Non-Aboriginal individuals and families.

**RECOMMENDATION:**

THAT Council directs Administration to forward the proceeds in the amount of \$711.10 obtained from the Kindness Meter program for the calendar year 2019, to *(to be cited by Council)*.

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'CB', followed by a long, wavy horizontal line.

Cindy Barker, Specialist Financial Services



## THE CORPORATION OF THE CITY OF VERNON

### **INTERNAL M E M O R A N D U M**

**TO:** Will Pearce, Chief Administrative Officer **FILE:** 8300-10-01

**PC:** Kim Flick, Director, Community Infrastructure and Development **DATE:** January 17, 2020

**FROM:** Angela Broadbent, Active Transportation Coordinator

**SUBJECT: Motor Vehicle Act Pilot Projects Program – Micromobility Devices**

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On January 17, 2020, the Ministry of Transportation and Infrastructure (MoTI) announced a new program inviting municipalities to apply to pilot new forms of micromobility in their communities that are not currently permitted under the Motor Vehicle Act. The aim of the program is to allow the province and participating municipalities to explore the potential of these emerging technologies and to gain a better understanding of how to regulate these devices.

Micromobility is a category of transportation that includes various small, zero-emission, motorized forms of transportation such as electric bicycles and electric scooters. These emerging technologies are rapidly expanding and electric scooter sharing systems are eclipsing bicycle sharing systems in many North American marketplaces. Five electric scooter sharing companies are currently operating in Kelowna with the permission of the province.

At its Regular Meeting of January 13, 2020, Council received a letter from the Downtown Vernon Association requesting that the City initiate a request for proposals for a bicycle sharing company to operate in our community. As scooter sharing is a rapidly expanding segment of the bicycle sharing marketplace, it would be advantageous to review scooter sharing options along with bicycle sharing options in consideration of the Downtown Vernon Association's request.

MoTI requires that municipalities interested in participating in the Motor Vehicle Act Pilot Projects Program submit an Expression of Interest by January 31, 2020, followed by a more detailed application by March 6, 2020. Submitting an Expression of Interest would not obligate the City to submit an application or participate in the pilot program, but would leave that possibility open. Administration will be reporting back with more information in response to the Downtown Vernon Association's request for a bike sharing program. This report will also include the possibility of including other micromobility devices and the option to apply for the pilot program, for Council's consideration.



## RECOMMENDATION:

THAT Council direct Administration to submit an Expression of Interest to the Ministry of Transportation and Infrastructure for the Motor Vehicle Act Pilot Projects Program, relating to micromobility devices.

Respectfully submitted:

Jan 21 2020 1:05 PM

X *Angela Broadbent* ✓  
\_\_\_\_\_  
Angela Broadbent DocuSign

Angela Broadbent  
Active Transportation Coordinator

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**Attachment: Motor Vehicle Act Pilot Projects Webpage**

## Attachment 1



## Motor Vehicle Act Pilot Projects

We invite interested local communities (municipalities and Treaty First Nations including the Nisga'a) to submit proposals to conduct a pilot project for the use of e-scooters or other similar forms of **micromobility devices**\* not currently authorized to be used on streets and sidewalks.

**\*Micromobility device** - a zero-emission motorized personal mobility device such as an e-scooter, typically designed to transport one person.

The pilot could enable use of other types of devices that have technical features, operating functions and requirements comparatively similar to an e-scooter:

- equipped with a zero-emission motor
- similar maximum speed
- similar safety equipment
- can be operated along the same portion of roadway as an e-scooter

The pilot project is to be established under new authority (Part 13) of the Motor Vehicle Act.

During the consideration process, the Ministry of Transportation and Infrastructure may contact the individual(s) identified in your community's Motor Vehicle Act Pilot Project Proposal for further information or clarification.

A pilot project regulation may remain in force for a maximum of 3 years to promote the goals of research and evaluation.

The Motor Vehicle Act Pilot Project Proposal outlines the process and timelines for pilot projects. Once the initial pilot projects are implemented the province will look at offering further intake of proposals for future pilot projects to support active transportation.

## Purpose

Several municipalities have shown interest in piloting the use of e-scooters to explore the potential of these devices in transforming how residents move around their communities.

An e-scooter/micromobility pilot project will:

- Enable the province and participating communities to explore the potential of new and emerging transportation modes to move people safely and efficiently while reducing traffic congestion
- Offer an opportunity for communities to test and evaluate how to regulate micromobility devices at a local level under their authority over streets and traffic

## Submitting a Pilot Project Proposal

Information is provided below for local communities interested in submitting a pilot project proposal to test the use of new and emerging modes of transportation such as e-scooters. Please note that only proposals submitted by local communities will be considered.

Citizens who have ideas for potential pilot projects under the Motor Vehicle Act are encouraged to contact and discuss with their local communities.

- [Motor Vehicle Act Pilot Project Proposal Guidelines \(PDF, 173KB\)](#)  
Review the guidelines for submitting proposals to conduct a pilot project.
- [Motor Vehicle Act Expression of Intent to Submit Pilot Project Proposal](#)  
Submit a general overview and vision of the pilot project for which your local community intends to submit a proposal. Include the type of micromobility device you seek to pilot.

An Expression of Intent does not obligate the local community to submit a completed Pilot Project Proposal.

Expressions of Intent must be submitted no later than:  
**January 31, 2020 at 4:00 p.m.**

- [Motor Vehicle Act Pilot Project Proposal](#)  
Submit a detailed proposal to test the use of new and emerging modes of active transportation, like e-scooters.

Proposals from local communities must be submitted no later than:  
**March 6, 2020 at 4:00 p.m.**

Any Pilot Project Proposal submitted after the deadline will not be considered for the first phase of pilot projects but may be considered for a possible future phase.

You can withdraw your pilot proposal from consideration at anytime.

- [Motor Vehicle Act Pilot Project Proposal Questions & Answers \(PDF, 165KB\)](#)



# THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

**SUBMITTED BY:** Craig Broderick  
Manager, Current Planning

**COUNCIL MEETING:** REG ☒ COW ☐ I/C ☐  
**COUNCIL MEETING DATE:** January 27, 2020  
**REPORT DATE:** January 14, 2020  
**FILE:** ZON00330/OCP00083/SUB00757

**SUBJECT:** 180 Whistler Place – Amendment of Restrictive Covenant CA7862065

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## **PURPOSE:**

To review a proposed amendment to a Restrictive Covenant (CA7862065) which was a condition of an Official Community Plan and Zoning Amendment for 180 Whistler Place.

## **RECOMMENDATION:**

THAT Council authorize an amendment to Restrictive Covenant CA7862065 to allow for one, three-plex to be added to the document to allow for the most effective lot layout of 180 Whistler Place (Portion of Lot 1, Plan KAP33073, Sec 13, Twp. 8, ODYD).

## **ALTERNATIVES & IMPLICATIONS:**

1. THAT Council not authorize Restrictive Covenant CA7862065 to be amended to allow for one, three-plex to be added to the document to allow for the most effective lot layout of 180 Whistler Place (Portion of Lot 1, Plan KAP33073, Sec 13, Twp. 8, ODYD).

*Note: Should Council not support the amendment to the restrictive covenant, the lot layout would need to have just two-family, fee simple lots.*

## **ANALYSIS:**

### **A. Committee Recommendations:**

N/A

### **B. Rationale:**

1. At its Regular Meeting of April 23, 2019, Council passed the following resolution for ZON00330:  
"THAT Council support the proposed Official Community Plan amendment and concurrent rezoning of a portion of Lot 1, Plan EPP89064, Sec 13, Twp 8, ODYD (6501 Blackcomb Way) and a portion of Lot 1, Plan KAP33073, Sec 13, Twp 8, ODYD (180 Whistler Place) as outlined in the report titled "Official Community Plan Amendment and Zoning Boundary Adjustments in the Foothills Neighbourhood" dated April 11, 2019 from the Manager, Current Planning."  
  
2. First and Second Readings were granted at the Regular Meeting of April 23, 2019. Following a Public Hearing, Third Reading was granted at the Regular Meeting of May 27, 2019 to the following bylaws:



- 6501 Blackcomb Way and 180 Whistler Place Official Community Plan Amendment Bylaw Number 5752, 2019; and
- Blackcomb Way and 180 Whistler Place Rezoning Amendment Bylaw Number 5753, 2019.

3. As shown on Figure 1, the subject property is located at the south-west end on Whistler Place in the Foothills neighbourhood.

4. As part of the OCP and rezoning amendment review, a restrictive covenant was recommended to ensure compatibility with the existing neighbourhood. The intent of the covenant was to limit the type of development to single family detached and semi-detached housing with a maximum of two storeys. This covenant was registered at the Land Title Office (Attachment 1 – Restrictive Covenant CA7862065). The requirement for the covenant was not a condition of the OCP and rezoning amendment.

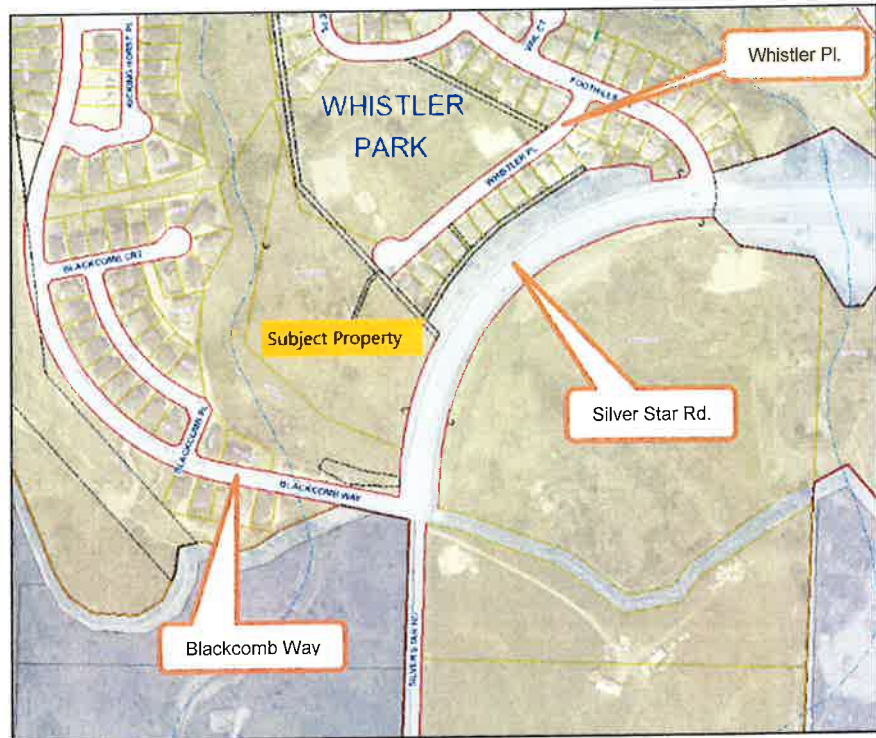


Figure 1 – Property Location Map

5. As part of the detailed subdivision design process, it has become evident that the developable portion of the subject property (i.e. less than 30% slopes) limits the area available for development and house construction. Approximately 40% of the site is less than 30% slope. The preferred lot layout for the site would be optimized by allowing flexibility to incorporate a three-plex into the lot layout. The HR2 zoning does permit three-plex housing. At this time, the HR2 zoning district does not permit single detached housing. However, that option is under review and may be brought forward to Council's consideration at a future meeting. Adding single detached dwellings into the HR1 zone would provide greater design flexibility for developments having HR2 zoning. The rest of the terms of the covenant would remain unchanged (i.e. two storey maximum height).
6. The proposed lot layout (Attachment 2) shows 17 lots comprised of 7 two family units in 14 fee simple lots and one three family unit on three fee simple lots. The location of the three-plex would be along the lower, south-west portion of the proposed development. Each would be side by side with no stacking of units. The HR2 zoning district does not permit secondary suites.
7. Administration recommend that Restrictive Covenant CA7862065 be amended to allow for one three-plex to be added to the document to allow for the most effective lot layout of 180 Whistler Place (Portion of Lot 1, Plan KAP33073, Sec 13, Twp. 8, ODYD). Doing so is not anticipated to negatively impact the form and character of the neighbourhood.

**C. Attachments:**

Attachment 1 – Restrictive Covenant CA7862065  
Attachment 2 – Draft Lot Layout

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

The subject application involves the following objective in Council's Strategic Plan 2019 – 2022:

- Support sustainable neighbourhoods by implementing the OCP

**E. Relevant Policy/Bylaws/Resolutions:**

1. The proposed covenant modification is within the spirit and intent of the Foothills Neighbourhood Plan.

**BUDGET/RESOURCE IMPLICATIONS:**

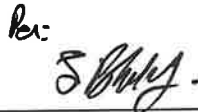
N/A

Prepared by:



Craig Broderick  
Manager, Current Planning

Approved for submission to Council:

Per: 

Will Pearce, CAO

Date: Jan 23, 2020



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 checked="" 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:                 |   |  |

LAND TITLE ACT  
FORM C (Section 233) CHARGE  
GENERAL INSTRUMENT - PART 1 Province of British Columbia

Nov-12-2019 09:38:27.001

CA7862065 CA7862066

PAGE OF 7 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Ian Robert  
Hawes  
Q58F8W

Digitally signed by Ian  
Robert Hawes Q58F8W  
Date: 2019.11.12  
09:17:59 -08'00'

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Davidson Pringle LLP

3009 - 28th Street

Vernon

BC V1T 4Z7

LTO Client No.: 10339

Phone: 250-542-1177

File No.: 17470336 IRH/tgf

Document Fees: \$148.32

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
[PID] [LEGAL DESCRIPTION]

SEE SCHEDULE

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

SEE SCHEDULE

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

**FOOTHILLS DEVELOPMENTS LTD. (INC. NO. 668566) GRANTING COVENANT  
263851 ALBERTA LTD. (INC. NO. A-59627) GRANTING PRIORITY**

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

THE CORPORATION OF THE CITY OF VERNON

3400 - 30TH STREET

VERNON

BRITISH COLUMBIA

V1T 5E6

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

N/A

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Ian Hawes

Barrister &amp; Solicitor

3009 - 28th Street  
Vernon, B.C., V1T 4Z7

Execution Date

Y	M	D
19	11	07

Transferor(s) Signature(s)

Foothills Developments Ltd. by its  
authorized signatory:

Name: Tara Nakashima

## OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**LAND TITLE ACT  
FORM D**

**EXECUTIONS CONTINUED**

PAGE 2 of 7 PAGES

Officer Signature(s)

**Execution Date**

Y	M	D
19	11	07
19	11	07

Transferor / Borrower / Party Signature(s)

263851 Alberta Ltd. by its authorized signatory:

Name: Tara Nakashima

The Corporation of the City of Vernon  
by its authorized signatoires:

Name: Victor Cumming

Name: Patricia Bridal

Ian Hawes

Barrister & Solicitor

3009 - 28th Street  
Vernon, B.C., V1T 4Z7

Sandra Dunn

Commissioner for Taking Affidavits in British Columbia

The City of Vernon  
3400 - 30th Street  
Vernon, B.C., V1T 5E6  
Expires: June 30, 2022

**OFFICER CERTIFICATION:**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.



LAND TITLE ACT  
FORM E

SCHEDULE

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
[PID] [LEGAL DESCRIPTION]

**003-260-551**    **LOT 1, SECTION 13, TOWNSHIP 8, ODYD, PLAN 33073 EXCEPT PLANS 36571, KAP47539, KAP47864, KAP50864, KAP52670, KAP60627, KAP67778, KAP75529, KAP76799, KAP78519, KAP80460, KAP81247, KAP82631, KAP85397, KAP86557, KAP87697, KAP90546, KAP92744, EPP35653, EPP46101, EPP59372, EPP66170, EPP72337, EPP78411, EPP81567, EPP89064 AND EPP88520**

STC?    YES ☐

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
[PID] [LEGAL DESCRIPTION]

STC?    YES ☐

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
[PID] [LEGAL DESCRIPTION]

STC?    YES ☐

LAND TITLE ACT  
FORM E

NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
Covenant		

NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
Priority Agreement		granting the within Covenant priority over Mortgage No. CA5128118

NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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## PART 2 - TERMS OF INSTRUMENT

---

### SECTION 219 COVENANT

**THIS AGREEMENT** dated for reference November 5, 2019.

**BETWEEN:**

**FOOTHILLS DEVELOPMENTS LTD.**  
849 Fairweather Place  
Vernon, British Columbia, V1T 9B5  
(the “**Transferor**”)

**AND:**

**THE CORPORATION OF THE CITY OF VERNON**  
3400 – 30<sup>th</sup> Street  
Vernon, British Columbia, V1T 5E6  
(the “**Transferee**”)

**AND:**

**263851 ALBERTA LTD.**  
849 Fairweather Place  
Vernon, British Columbia, V1T 9B5  
(the “**Lender**”)

#### **Background**

- A. The Transferor is the registered owner of those lands and premises located in Vernon, British Columbia and legally described as:

Parcel Identifier: 003-260-551

Lot 1, Section 13, Township 8, ODYD, Plan 33073 except Plans 36571, KAP47539, KAP47864, KAP50864, KAP52670, KAP60627, KAP67778, KAP75529, KAP76799, KAP78519, KAP80460, KAP81247, KAP82631, KAP85397, KAP86557, KAP87697, KAP90546, KAP92744, EPP35653, EPP46101, EPP59372, EPP66170, EPP72337, EPP78411, EPP81567, EPP89064 and EPP88520.

(the “**Parent Parcel**”).

- B. It is proposed that the Parent Parcel be subdivided and a portion (the “**Lands**”) of the lands subdivided from the Parent Parcel be developed as a neighbourhood of housing having a maximum of two stories in order to facilitate the development of the Lands in a manner consistent with the adjacent neighbourhood.
- C. Section 219 of the *Land Title Act*, R.S.B.C. 1996, c. 250 (the “**Act**”) provides, *inter alia*, that there may be registered as a charge against title to land a covenant, whether of a negative or positive nature, in respect of the use of land or the use of building erected or to be erected on land, in favour of a municipality or the Crown.
- D. The Transferee has requested that the Transferor enter into this Covenant with the Transferee with respect to the use of the Lands and the Transferor has agreed to do so.
- E. The Lender is the registered holder of Mortgage No. CA5218118 (the “**Mortgage**”) which is registered against title to the Parent Parcel.

### **Terms of Agreement**

In consideration of \$1.00 and other good and valuable consideration now paid by the Transferee to the Transferor (the receipt and sufficiency of which is hereby acknowledged), the Transferor covenants and agrees with the Transferee pursuant to section 219 of the Act as follows:

1. In this Agreement,
  - (a) “**Ancillary Structures**” means a separate building or structure, normally ancillary, incidental, subordinate, and located on the same lot as the main building or structure, including without limitation flagpoles garages, and garden sheds;
  - (b) “**Semi-Detached Housing**” means a building containing dwelling units connected above or below grade or side by side and designed exclusively to accommodate two households living independently in separate dwellings, each having a separate entrance at, or near, grade; and
  - (c) “**Single Detached Housing**” means a detached building containing only one dwelling unit, designed exclusively for occupancy by one household, and a secondary suite where permitted.
2. From and after the date of this Agreement, the Transferor will limit the development of the Lands to Semi-Detached Housing and Single Detached Housing (so long as zoning Bylaw #5000, as amended, permits Single Detached Housing), together with Ancillary Structures. No building or structure constructed or erected on the Lands shall exceed two storeys in height.
3. Upon final registration of a plan of subdivision creating a separate title to the Lands, the Transferee will execute and deliver to the Transferor a discharge, in registrable form, of this Agreement from title to the Parent Parcel.
4. Neither the Transferor nor any future owner of the Lands, or any portion of the Lands, shall be liable under any of the covenants and agreements contained in this Agreement where such



liability arises by reason of an act or omission occurring after the Transferor or any future owner ceases to have any further interest in the Lands.

5. The covenants contained in this Agreement are and shall be deemed to be covenants running with the Lands pursuant to Section 219 of the Act and shall be binding upon the Transferor and its successors in title to the Lands and shall enure to the benefit of the Transferee and its successors.
6. Wherever the context so requires, any term used in this Agreement importing the singular number only shall include the plural and vice versa and words importing any gender shall include all other genders. The Transferor acknowledges and agrees that damages are not an adequate remedy for breach of the covenants herein contained and further that the Transferee, in the event of any such breach will and shall be entitled to apply to a Court of competent jurisdiction for an Order restraining and prohibiting the continuance of any such breach.
7. If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable from the rest, and the remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by law.
8. Nothing contained or implied in this Agreement shall prejudice or affect the Transferee's rights and powers in the exercise of its functions pursuant to the *Community Charter* or the *Local Government Act* of British Columbia or its rights and powers under all of its public and private statutes, bylaws, orders and regulations to the extent that the same are applicable to the Lands, all of which may be fully and effectively exercised in relation to the Lands as if these covenants had not been executed and delivered by the Transferor.
9. The Transferor shall do all such further acts and execute and deliver such deeds, assignments, documents and instruments and evidences of transfer and shall give such further assurance as shall be necessary or appropriate in connection with the performance of its obligations under this Agreement to carry out the intent and purpose of this Agreement.
10. This Agreement and all rights, entitlements, duties and obligations arising from it shall enure to the benefit of and be binding upon the parties and each of their respective heirs, executors, successors and assigns.
11. In consideration of the sum of \$1.00 paid by the Transferee to the Lender (the receipt whereof is hereby acknowledged), the Lender agrees with the Transferee, its successors and assigns, that the within Covenant shall be an encumbrance upon the Lands in priority to the Mortgage in the same manner and to the same effect as if it had been dated and registered prior to the Mortgage.

**AS EVIDENCE OF THEIR AGREEMENT** this Agreement was executed by the parties as of the date first written above on one or more pages of the General Instrument.

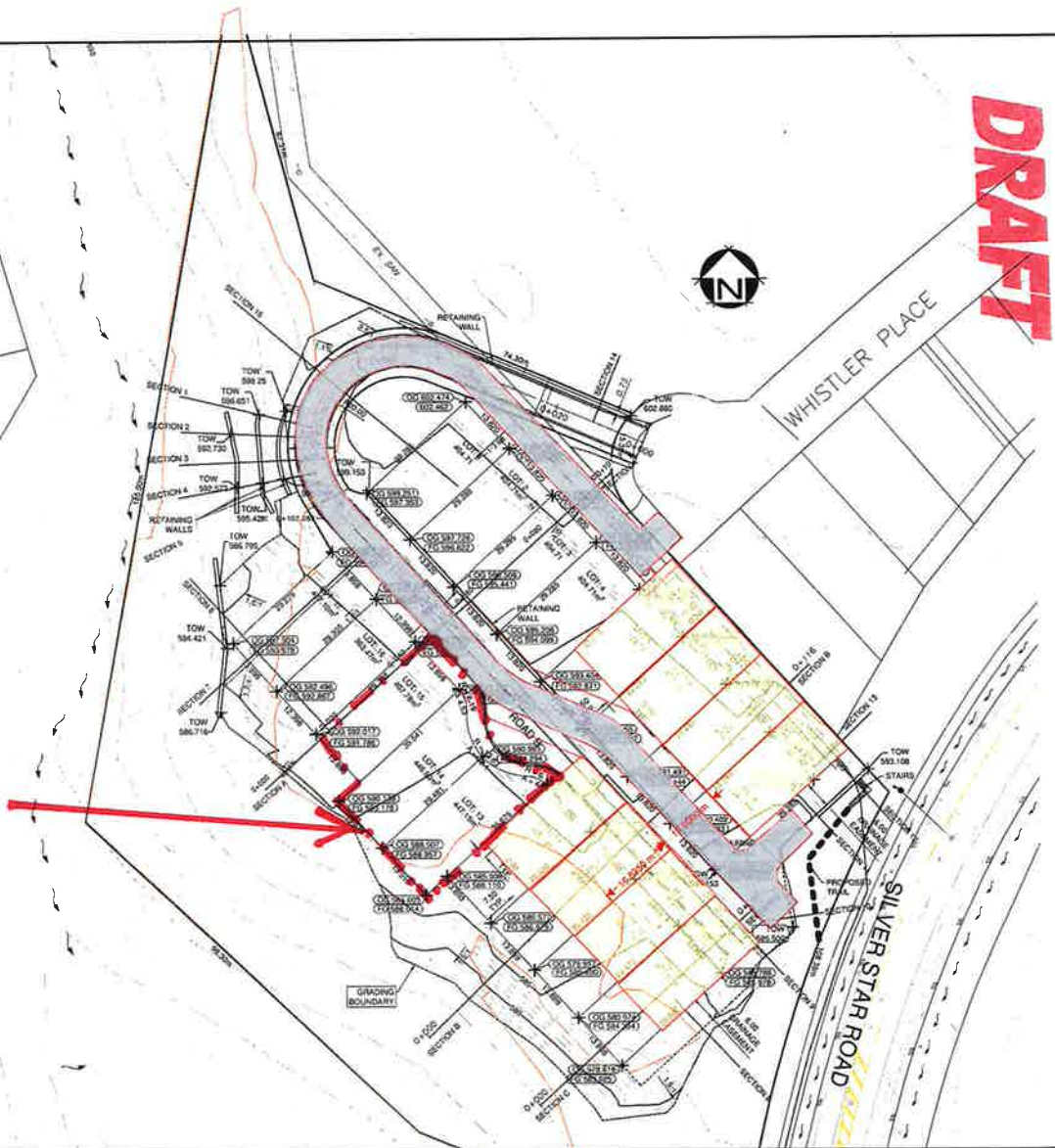
**DRAFT**



Proposed Three-Plex Location

**LEGEND**

- EXISTING 5.0m CONTOURS
- EXISTING 1.0m CONTOURS
- PROPOSED EARTHWORK 5.0m CONTOURS
- PROPOSED EARTHWORK 1.0m CONTOURS
- BUILDER SWALE
- DIRECTION OF OVERLAND RUNOFF
- MINIMUM BUILDING ELEVATION (TOP OF BASEMENT SLAB)
- FINISH GRADE LOT CORNER ELEVATION



REV. No.	DATE	DESIGNED	DRAWN	CHECKED	DESCRIPTION

**CITY OF Vernon**  
ENGINEERING AND GIS SERVICES

SCALE  
H: 1:500  
V: 1:500  
SHEET  
3 OF 8

**TITLE**  
FOOTHILLS DEVELOPMENT LTD.  
FOOTHILLS SUBDIVISION WHISTLER PLACE  
GRADING PLAN

DRAWING NUMBER  
G-05

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5798

A Bylaw to amend "The Corporation of the City of Vernon Records Management Bylaw Number 5051, 2006"

---

WHEREAS the Council of the Corporation of the City of Vernon has determined to amend "The Corporation of the City of Vernon Records Management Bylaw Number 5051, 2006" to update legislative references and address records resulting from contracts with outside agencies or contractors;

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

1. This Bylaw may be cited as **"City of Vernon Records Management (Updates) Amendment Bylaw Number 5798, 2020"**.
2. "The Corporation of the City of Vernon Records Management Bylaw Number 5051, 2006" is hereby amended as follows:
  - (i) To update reference to the *Community Charter* as shown in red on Schedule 'A' attached to and forming part of this bylaw
  - (ii) To update references to the *"Records Management Manual for Local Government in British Columbia"* as shown in Schedule 'B' attached to and forming part of this bylaw.
  - (iii) **ADD NEW** Section 2 under the heading Compliance With Records Management System as shown in Schedule 'C' to address conditions for the custody and control of records resulting from contracts between an outside agency or contractor and the City.

BYLAW NUMBER 5798

3. "The Corporation of the City of Vernon Records Management Bylaw Number 5051, 2006" is hereby ratified and confirmed in every other respect.

READ A FIRST TIME the 13<sup>th</sup> day of January, 2020.

READ A SECOND TIME the 13<sup>th</sup> day of January, 2020.

READ A THIRD TIME the 13<sup>th</sup> day of January, 2020.

ADOPTED the       day of       , 2020.

\_\_\_\_\_  
Mayor:

\_\_\_\_\_  
Corporate Officer:



**SCHEDULE 'A'**  
**Attached to and forming Part of Bylaw 5798**  
**"City of Vernon Records Management (Updates) Amendment Bylaw Number 5798,**  
**2020"**

WHEREAS PURSUANT to Division **Part** Four of the *Community Charter* [SBC 2003, c. 26], which prescribes conditions for public access to municipal records and Section 448 **95** of the *Community Charter* [SBC 2003, c. 26], the Council of the Corporation of the City of Vernon desires to implement a management, retention and disposal bylaw for all records of The Corporation of the City of Vernon;

**SCHEDULE 'B'**  
**Attached to and forming Part of Bylaw 5798**  
**"City of Vernon Records Management (Updates) Amendment Bylaw Number 5798,**  
**2020"**

AND WHEREAS, it is the purpose of this bylaw to ensure that the City of Vernon's records are classified and scheduled in accordance with the **current** "*Records Management Manual for Local Government in British Columbia*", ~~*Third Edition (2006)*~~, and that this classification schedule has been customized to conform to the City of Vernon's operational and administrative records series;

Records Management System Established

1. The records management system of the Corporation of the City of Vernon is the **current** ~~Third Edition~~ of the "*Records Management Manual For Local Government in British Columbia (Volume 2)*", which prescribes the organization, management and disposition of the City of Vernon's records, and is hereby authorized.

**SCHEDULE 'C'**  
**Attached to and forming Part of Bylaw 5798**  
**"City of Vernon Records Management (Updates) Amendment Bylaw Number 5798,**  
**2020"**

Compliance With Records Management System

2. Any contract between an outside agency or contractor and the City, for the provision of goods or services, must specify the conditions for the custody and control for the records resulting from such contract.

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5793

A Bylaw to authorize a Housing Agreement  
for 4005 Pleasant Valley Road

---

WHEREAS pursuant to Section 483 of the *Local Government Act* (British Columbia) Vernon Council desires to enter into a Housing Agreement;

WHEREAS the Leasee of certain lands in the City of Vernon, desires to construct three Buildings each containing four ground-oriented Dwellings, each with individual entrances, all used to provide affordable rental housing, together with parking, landscaping, servicing and amenities at **4005 Pleasant Valley Road**, Vernon, B.C.;

WHEREAS the base density provision in Zoning Bylaw #5000, is a maximum base density of 30 units/ha (12 units/acre). There is a bonus density provision provided a Housing Agreement is registered on the property title. This bonus density provision would allow for one additional dwelling unit on the subject property;

WHEREAS the owner has agreed to enter into a Housing Agreement providing for restrictions on the **twelve (12) rental housing units** to be constructed on the land as more particularly set out in **Schedule 'A'** to this bylaw;

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

1. The signatories of the City are authorized to execute and deliver a housing agreement with the owner of land legally described as Plan B3444, Section 2, Township 8, ODYD (4005 Pleasant Valley Road) in the form set out as **Schedule 'A'** to this Bylaw.
2. This Bylaw may be cited as "**4005 Pleasant Valley Road Housing Agreement Bylaw Number 5793, 2020**".

READ A FIRST TIME this 13<sup>th</sup> day of January, 2020.

READ A SECOND TIME this 13<sup>th</sup> day of January, 2020.

READ A THIRD TIME this 13<sup>th</sup> day of January, 2020.

ADOPTED this    day of                      , 2020.

---

Mayor

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Corporate Officer

**SCHEDULE 'A'**

**attached hereto and forming part of Bylaw Number 5793  
"4005 Pleasant Valley Road Housing Agreement Bylaw Number 5793, 2019"**

**HOUSING AGREEMENT  
(AFFORDABLE HOUSING)**

THIS AGREEMENT dated for reference \_\_\_\_\_, 2020.

BETWEEN:

**VERNON & DISTRICT COMMUNITY LAND TRUST SOCIETY (S0052650)**  
3105 33<sup>rd</sup> Street,  
Vernon, British Columbia V1T 9P7  
  
(the "Owner")

AND

**THE CITY OF VERNON**  
3400 - 30th Street  
Vernon, British Columbia, V1T 5E6  
  
(the "City")

**Background**

- A. The City is the registered owner of the Lands and has leased the Lands to the Owner pursuant to a lease registered against title to the Lands under No. \_\_\_\_\_ (the "Lease");
- B. Pursuant to the Lease, the Owner has a registered leasehold interest in the Lands (the "Leasehold Interest");
- C. The Owner wishes to develop the Lands to construct three Buildings each containing four ground-oriented Dwellings, each with individual entrances, all used to provide affordable rental housing, together with parking, landscaping, servicing and amenities (the "Development");
- D. Section 219 of the *Lands Title Act* permits the registration of a covenant of a negative or positive nature in favour of the City in respect of the use of land or construction on land;
- E. Section 483 of the *Local Government Act* permits the City, by bylaw, to enter into an agreement in respect to the provision, tenure, management and operation of affordable housing; and
- F. The Owner and the City wish to enter into this Agreement to provide for affordable rental housing on the terms and conditions set out in this Agreement, which is both a covenant under Section 219 of the *Lands Title Act* and a housing agreement under Section 483 of the *Local Government Act*,

## Terms of Agreement

In consideration of good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration for the promises exchanged below, the parties covenant and agree as follows:

### DEFINITIONS AND INTERPRETATION

1. In this Agreement,
  - (a) **"Affordable Housing Unit"** means a Dwelling in a Building reserved for use as a Deep Subsidy Unit, a Market Unit, or an RGI Unit in accordance with this Agreement;
  - (b) **"Affordable Rent"** means Rent that BC Housing determines to be affordable for Residents with Deep Subsidy Income, Low Income and Moderate Income, from time to time;
  - (c) **"BC Housing"** means the British Columbia Housing Management Commission, and its successors from time to time;
  - (d) **"Building"** a building constructed on the Lands from time to time;
  - (e) **"CPI"** means the All-Items Consumer Price Index for British Columbia, published from time to time by Statistics Canada, or its successor in function;
  - (f) **"Daily Amount"** means \$100.00 per day as of January 1, 2019 adjusted thereafter by an amount determined by multiplying \$100.00 by the percentage change in the CPI from January 1, 2019 to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 26;
  - (g) **"Deep Subsidy Income"** represents the maximum Income for eligibility to occupy a Deep Subsidy Unit, as determined by BC Housing from time to time;
  - (h) **"Deep Subsidy Unit"** means a Dwelling occupied by a Resident whose Income does not exceed Deep Subsidy Income;
  - (i) **"Development"** has the meaning set out in Recital D;
  - (j) **"Dwelling"** means a self-contained residential dwelling in the Development;
  - (k) **"Eligible Tenant"** means a Resident occupying an Affordable Housing Unit under a Tenancy Agreement, the eligibility of which Resident has been determined pursuant to section 9;
  - (l) **"General Instrument"** means the Form C under the Lands Title (Transfer Forms) Regulations, as amended, and all schedules and addenda to the Form C charging the Leasehold Interest to which these express charge terms are attached;
  - (m) **"Income"** means total income before tax from all sources for a Resident;
  - (n) **"Lands"** means those lands and premises legally described as: Parcel Identifier 012-576-760, Part Lot 20 (plan B3444) section 2 Township 8 Osoyoos Division Yale District Plan 474;



- (o) “**Lease**” has the meaning set out in Recital B;
- (p) “**Leasehold Interest**” has the meaning set out in Recital C;
- (q) “**Low Income**” represents the maximum Income for eligibility to occupy an RGI Unit, as determined by BC Housing from time to time;
- (r) “**Market Unit**” means a Dwelling occupied by a Resident whose Income does not exceed Moderate Income;
- (s) “**Moderate Income**” represents the maximum Income for eligibility to occupy a Market Unit, as determined by BC Housing from time to time;
- (t) “**Prime Rate**” means the annual rate of interest, expressed as a percentage, used as a reference rate by the Royal Bank of Canada at its main branch in Vernon, British Columbia for Canadian dollar loans and designated by the Royal Bank of Canada from time to time; and
- (u) “**Rent**” means the amount that a Resident (as a tenant) must pay to the Owner (as a landlord) monthly to occupy a Dwelling;
- (v) “**Rent-Geared-To-Income (RGI) Unit**” means a Dwelling occupied by a Resident whose Income does not exceed Low Income;
- (w) “**Resident**” means the person or persons legally entitled to reside in a Dwelling pursuant to a Tenancy Agreement; and
- (x) “**Tenancy Agreement**” means an agreement, lease, license or other right of a Resident to occupy a Dwelling.

2. In this Agreement,

- (a) any reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) any reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is a reference to that enactment as consolidated revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of Section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence of this Agreement;

- (h) all provisions are to be interpreted as always speaking;
  - (i) any reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receiver;
  - (j) any reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the same case may be, unless otherwise expressly provided; and
  - (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.
3. This Agreement, and any documents signed by the Owner contemplated by this Agreement, represents the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by either party except as set out in the Agreement.
  4. If any provision of this Agreement is found to be invalid or unenforceable such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.
  5. The laws of British Columbia will apply to this Agreement and all statutes referred to in this Agreement are enactments of the Province of British Columbia. Without limiting the foregoing, in the event of any conflict between any provision of this Agreement and the *Residential Tenancy Act*, this Agreement is without effect to the extent of the conflict.
  6. The Owner will do everything necessary to ensure this Agreement is registered against the Leasehold Interest in priority to all financial charges and encumbrances which may have been registered against the Leasehold Interest, excepting those specifically approved in writing by the City or in favour of the City.
  7. the Owner acknowledges the City must file a notice under Section 483(5) of the *Local Government Act* against the title to the Lands.

#### **DESIGNATION OF AFFORDABLE HOUSING UNITS**

8. All Dwellings contained in the Development from time to time will be used only as Affordable Housing Units for Eligible Tenants at Affordable Rent.

#### **ELIGIBILITY OF TENANTS**

9. The Owner will determine if a prospective tenant is eligible to rent the Affordable Housing Units based on the following criteria:
  - (a) households with Moderate Incomes are eligible for housing in Market Units;
  - (b) households with Low Income are eligible for housing in RGI Units;
  - (c) households with Deep Subsidy Income are eligible for housing in Deep Subsidy Units;

- (d) exceptions to requirements in section 9(a), section 9(b) and section 9(c) may be made for:
  - (i) persons designated by mutual agreement between BC Housing, the City and the Owner; and
  - (ii) staff or other authorized personnel required to operate and maintain the building on the Lands, who are employees of the Owner; and
- (e) the Owner will make all reasonable efforts to achieve the following:
  - (i) 30% of Dwellings to be Market Units for Moderate Income households;
  - (ii) 50% of Dwellings to be RGI Units for Low Income households; and
  - (iii) 20% of Dwellings to be Deep Subsidy Units for Deep Subsidy Income households.

In determining prospective tenant's eligibility, the Owner or its rental agent, so long as it acts honestly and in good faith, is entitled to rely on all information provided by the prospective tenant and the Owner will have no liability if the prospective tenant intentionally or unintentionally provides any incorrect information.

- 10. The Owner will periodically update the financial circumstances of the tenant once the Tenancy Agreement is signed.
- 11. The Owner will not rent Affordable Housing Units to any person that does not meet the tenant eligibility criteria in section 9.

#### **USE AND OCCUPANCY OF RENTAL HOUSING UNITS**

- 12. The Owner will not lease, rent, license or permit occupancy of an Affordable Housing Unit except as follows:
  - (a) to an Eligible Tenant;
  - (b) at Affordable Rent;
  - (c) as a permanent residence; and
  - (d) pursuant to a Tenancy Agreement.
- 13. The Owner will include in the Tenancy Agreement a clause that prohibits the Tenancy Agreement from being assigned and the Affordable Housing Units from being sublet.
- 14. The Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing in the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year.
- 15. The Owner will deliver a certified true copy of the Tenancy Agreement to the City upon request.

16. Subject to notice requirements under the *Residential Tenancy Act*, the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if one or more of the following occurs:
  - (a) the tenant is not an Eligible Tenant;
  - (b) the Affordable Housing Unit is occupied by a number of occupants that exceeds the number of individuals that the City's building inspector determines may reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
  - (c) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent;
  - (d) the Affordable Housing Units is sublet; or
  - (e) the Tenancy Agreement is assigned.
17. The Owner will not itself occupy any of the Affordable Housing Units.
18. The Owner will not charge rent higher than Affordable Rent for the use of an Affordable Housing Unit.
19. The Owner will ensure that the number of individuals who permanently reside in an Affordable Housing Unit must be equal to or less than the number of individuals the City's building inspector determines may reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City.

#### **MANAGEMENT AND OPERATION**

20. The Owner will furnish good and efficient management and operation of the Development and the Affordable Housing Units and will permit representatives of the City to inspect the Development and the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*.
21. The Owner will maintain the Development and the Affordable Housing Units in a satisfactory state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands.
22. The Owner will not assign or delegate management and operation of the Affordable Housing Units to any entity, except with the prior written consent of the City. In considering whether to provide consent, the City will be entitled to consider (without being exhaustive) whether the proposed entity is a society or a non-profit organization experienced in providing affordable housing.

#### **CITY INQUIRIES AND INSPECTIONS**

23. At the request of the City, the Owner will deliver to the City:



- (a) such supporting documents, including a statutory declaration sworn by a tenant, as the City may reasonably require confirming that a tenant is an Eligible Tenant under this Agreement; and
  - (b) a report in writing confirming that all Affordable Housing Units that are rented at the time are being rented in accordance with this Agreement, together with such other information as may be reasonably requested by the City from time to time.
24. The Owner hereby irrevocably authorizes the City to make such inquiries as the City reasonably considers necessary in order to confirm the Owner is complying with this Agreement.
25. The Owner will permit representatives of the City to inspect the Development and the Affordable Housing Units for compliance with this Agreement at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*.

#### **DEFAULT AND REMEDIES**

26. In addition to any other remedies available to the City under this Agreement or at law or equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement the Owner will pay to the City the Daily Amount for every day that the breach continues after 30 days written notice from the City to the Owner stating the particulars of the breach or, if such breach cannot, using reasonable efforts, be remedied within 30 days, such longer period as may reasonably be required to remedy such breach. The Daily Amount will be increased on January 1 of each year by an amount calculated by multiplying the Daily Amount as of the previous January 1 by the percentage increase in the CPI during the immediately preceding calendar year. The Daily Amount is due and payable immediately upon receipt by the Owner of an invoice from the City for the same.
27. The Owner acknowledges and agrees that damages are not an adequate remedy for breach of the covenants contained in this Agreement and that, in the event of any such breach, the City will be entitled to apply to a Court of competent jurisdiction for an order restraining and prohibiting the continuance of any such breach.
28. All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

#### **SECTION 219 COVENANT**

29. To the extent of the Leasehold Interest, the Owner hereby covenants and agrees with the City, as a covenant in favour of the City pursuant to Section 219 of the *Land Title Act*, it being the intention and agreement of the Owner that the provisions in this Agreement be annexed to, and run with and be a charge upon the Leasehold Interest, that:
- (a) the Lands will not be developed and no building or structure will be constructed or used on the Lands except to construct the Development;

- (b) the Lands will be built and used only in strict compliance with the terms and conditions of this Agreement;
  - (c) the Lands will not be subdivided pursuant to the *Land Title Act*, the *Strata Property Act*, or by means of a leasehold subdivision, and will not be organized as “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*; and
  - (d) except for transfer of each Affordable Housing Unit pursuant to a Tenancy Agreement, interest in the Affordable Housing Units will not be transferred separately from each other, such that all Affordable Housing Units will be owned by the same Owner at all times.
30. As an indemnity pursuant to section 219(6) of the *Land Title Act*, to the extent of the Leasehold Interest, the Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their respective heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:
- (a) any act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
  - (b) the Owner’s construction, maintenance, ownership, lease, operation, management or financing of the Lands, the Development or any Affordable Housing Unit;
  - (c) any breach of this Agreement by the Owner; and
  - (d) the exercise by the City of any of its rights under this Agreement.
31. The Owner by this Agreement releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their respective heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for:
- (a) any act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
  - (b) the Owner’s construction, maintenance, ownership, lease, operation, management or financing of the Lands, the Development or any Affordable Housing Unit;
  - (c) any breach of this Agreement by the Owner; and
  - (d) the exercise by the City of any of its rights under this Agreement.

#### MISCELLANEOUS

32. The Owner acknowledges and agrees that this Agreement constitutes a covenant under Section 219 of the *Land Title Act* and a housing agreement entered into under Section 483 of the *Local Government Act* that will be registered and filed against the Leasehold Interest.

33. This Agreement does not:
- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
  - (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
  - (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
  - (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.
34. The Owner and the City agree that:
- (a) this Agreement is entered into only for the benefit of the City;
  - (b) this Agreement is not intended to protect the interests of the Owner, any tenant, or any future owner, lessee, occupier or user of the Lands, the Development or any Affordable Housing Unit; and
  - (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.
35. Any notice, request or demand provided for in this Agreement will be in writing and sufficiently given if served personally upon the party for whom such notice was intended, or, if mailed by registered mail to the addresses set out above or to such other address as a party may notify the other in accordance with this section. All notices given by mail under this section will be deemed to be received three days following its posting, if posted at Vernon, British Columbia, provided that after the time of posting there will be any slowdown, strike or labour dispute which might affect the delivery of notice by mail, then such notice will only be effective if actually delivered. Either party may, at any time, give notice in writing to the other of any change of address and thereafter all notices will be mailed to the new address so given.
36. This Agreement will enure to the benefit of and be binding upon the parties and their respective heirs, executors, administrators, representatives, successors and assigns.
37. Each of the parties will, on demand by another party execute and deliver or cause to be executed and delivered all such further documents and instruments and do all such further acts and things as the other may reasonably require to evidence, carry out and give full effect to the terms, conditions, intent and meaning of this Agreement.
38. This Agreement runs with the Leasehold Interest.
39. The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered holder of the Leasehold Interest.
40. Nothing in this Agreement will constitute the Owner as the agent, joint venture, or partner of the City or give the Owner any authority to bind the City in any way.

41. By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**AS EVIDENCE OF THEIR AGREEMENT** the parties have executed this Agreement as of the date first written above on one or more pages of the General Instrument.



THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5794

A bylaw to adopt the "Financial Plan"  
for the Years 2020 – 2024

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WHEREAS Section 165 of the *Community Charter* requires the Council to prepare and adopt a Financial Plan for a five year period for the years 2020 to 2024.

NOW THEREFORE as the Council of The Corporation of the City of Vernon desires to adopt the 2020 Financial Plan, Council, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as the **"City of Vernon 2020 Financial Plan Bylaw Number 5794, 2020"**.
2. That Schedule "A" attached hereto and forming part of this bylaw is hereby adopted and shall be the 2020 Financial Plan for The Corporation of the City of Vernon.
3. That Schedule "B" attached hereto and forming part of this bylaw is hereby adopted and shall be the 2020 - 2024 Financial Plan Revenue Policy.

Public Consultation was held the 9<sup>th</sup> and 10<sup>th</sup> day of December 2019, pursuant to Section 166 of the *Community Charter*.

READ A FIRST TIME this 13<sup>th</sup> day of January, 2020.

READ A SECOND TIME this 13<sup>th</sup> day of January, 2020.

READ A THIRD TIME this 13<sup>th</sup> day of January, 2020.

ADOPTED this       day of                      , 2020.

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Mayor

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Corporate Officer

THE CORPORATION OF THE CITY OF VERNON  
2020 - 2024 FINANCIAL PLAN (CONSOLIDATED)

SCHEDULE A BYLAW 5794

January 13, 2020

For Year Ended December 31st	Budget 2020	Provisional Budget 2021	Provisional Budget 2022	Provisional Budget 2023	Provisional Budget 2024
<b>Revenue</b>					
Taxation	44,882,521	46,141,780	48,174,611	50,061,681	50,693,890
Sanitary Sewer User Fees	10,047,757	10,173,981	10,281,685	10,390,631	10,500,834
Sale of Goods and Services	19,084,627	19,331,878	19,617,291	19,898,739	20,190,424
Fiscal Services	1,756,900	1,760,869	1,764,878	1,768,926	1,775,175
Natural Gas System Lease & Franchise	441,712	441,712	441,712	441,712	441,712
Government Transfers	11,171,245	9,497,816	9,600,927	9,223,996	8,856,057
Developer Contributions	1,368,146	766,096	1,298,646	2,303,646	3,643,646
<b>Total Revenue</b>	<b>88,752,908</b>	<b>88,114,132</b>	<b>91,179,750</b>	<b>94,089,331</b>	<b>96,101,738</b>
<b>Expenses</b>					
Communications, Insurance & Utilities	4,544,096	4,617,855	4,687,976	4,758,825	4,816,348
Cost of Goods Sold	681,493	677,203	688,075	699,110	710,311
Amortization	12,333,737	12,555,745	12,781,749	12,909,564	13,038,658
Supplies, Materials & Contracts	35,869,382	33,163,406	33,885,544	34,590,870	34,161,540
Salaries, Wages, & Benefits	33,578,230	34,213,895	35,036,384	35,682,245	36,462,584
Interest and Fiscal Services	609,708	486,944	488,280	489,638	490,016
<b>Total Expenses</b>	<b>87,616,646</b>	<b>85,715,048</b>	<b>87,568,008</b>	<b>89,130,252</b>	<b>89,679,457</b>
<b>Net Revenues for the Year</b>	<b>1,136,262</b>	<b>2,399,084</b>	<b>3,611,742</b>	<b>4,959,079</b>	<b>6,422,281</b>
<b>Principal Payments on Long Term Debt</b>	-830,827	-483,897	-483,897	-483,897	-483,897
<b>Change in Fund Balance</b>	305,435	1,915,187	3,127,845	4,475,182	5,938,384
<b>Estimated Closing Fund Balance</b>	628,924,935	630,840,122	633,967,967	638,443,149	644,381,533
<b>Reconciliation to Cash Basis:</b>					
Change in Fund Balance (see above)	305,435	1,915,187	3,127,845	4,475,182	5,938,384
Plus: Amortization	12,333,737	12,555,745	12,781,749	12,909,564	13,038,658
Plus: Transfers from Reserves	11,990,711	8,133,325	8,634,163	8,525,642	8,576,692
Less: Transfers to reserves	-8,088,715	-8,068,912	-8,053,905	-8,034,317	-8,005,830
Less: Approved capital asset additions	-16,541,168	-14,535,345	-16,489,852	-17,876,071	-19,547,904
Reconciled Surplus (Deficit)	0	0	0	0	0

# 2020-2024 Financial Plan Revenue Policy

## Schedule B Bylaw 5794

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### Property Value taxes

Taxation Revenue of the Corporation of the City of Vernon (the City) will be determined by Council each year according to the operating needs of the community and the 1.9% cumulative infrastructure levy, as part of the annual budget process.

Taxation will be allocated to the various property classes as follows;

- The utility class will be taxed at the maximum combined rate per thousand dollars of value permitted by legislation.
- All remaining classes of property will receive an equal allocation of the percent change in the annual tax levy.
- The City will strive to maintain a business to residential multiplier range not exceeding 3.2 to 1 under optimal conditions by adjusting the allocation of the percent change in the annual tax levy if needed.

The City recognizes the benefits provided to the community through the efforts and activities of volunteer organizations and community groups. Permissive tax exemptions will be extended to such groups and must be renewed annually. New applications will be reviewed each year to ensure the applicants meet the guidelines of the City's Tax Exemption policy.

### Taxation

- The proportion of revenues to be raised from taxation in 2020 is 50.6% of total revenue.

### Municipal Fees

- Service fee recovery should reflect the full costs of program delivery.
- The proportion of revenues to be raised from fees and charges in 2020 is 32.8% of total revenue.

### Other Revenue

- Investment income will be based on prudent investments of taxpayer funds.
- Other revenue flows should be developed and enhanced to maximize the value derived for the benefit of the City's residents.
- The proportion of revenues to be raised from other revenue in 2020 is 16.6% of total revenue.

### Parcel Taxes

- Specified areas will bear the net cost of all debt incurred to finance the local improvements.
- The proportion of revenues to be raised from parcel taxes in 2020 is less than 1.0% of total revenue.

### Infrastructure

- Commencing for 2013, Council committed to rebuilding the capacity of the City to fund its capital infrastructure obligations. To this end 1.9% annual taxation increase is to be levied cumulatively for capital infrastructure funding.

THE CORPORATION OF THE CITY OF VERNON  
BYLAW NUMBER 5797

A bylaw to amend the "City of Vernon  
Subdivision and Development  
Servicing Bylaw #3843, 1992"

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WHEREAS it is the intention of the Council of The Corporation of the City of Vernon to amend "Subdivision and Development Servicing Bylaw #3843, 1992" to provide consistency with the Master Municipal Contract Document (MMCD) standards;

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 **"Subdivision and Development Servicing (Schedules O, B, D, E, F and G) Amendment Bylaw Number 5797, 2020"**.

2. City of Vernon Subdivision and Development Servicing Bylaw No. 3843 is amended by:

- (i) **AMEND Schedule O – Standard Drawings and Index, 1.00 Drawings for Schedule B - Highways** by **REPLACING** Drawings 100-1, 100-2, 100-3, 100-4, 100-5 and 100-6 and **REMOVING** all remaining drawings as shown in Red on attached **Schedule 1**;
- (ii) **AMEND Schedule O – Standard Drawings and Index, 2.00 Drawings for Schedule C – Curbs, Sidewalks, Boulevards** by **RENAMING** Drawing 200-1 and **REMOVING** all remaining drawings as shown in Red on attached **Schedule 1**;
- (iii) **AMEND Schedule O – Standard Drawings and Index, 3.00 Drawings for Schedule D – Water Systems** by **REMOVING** Drawings 100-12, 100-14, 100-15, 400-7 and 400-8 and **RENUMBERING** remaining drawings as shown in Red on attached **Schedule 1**;
- (iv) **AMEND Schedule O – Standard Drawings and Index, 4.00 Drawings for Schedule E – Construction of Sanitary Sewer** by **REMOVING** Drawings 100-14, 100-15, 400-1, 400-2, 400-3, 400-7, 400-8, 500-2, 500-3, 500-4 and **RENUMBERING** remaining drawings. as shown in Red on attached **Schedule 1**;
- (v) **AMEND Schedule O – Standard Drawings and Index, 5.00 Drawings for Schedule F – Drainage Systems** by **REMOVING** all drawings with the



exception of 500-1 Rainfall Intensity Duration Frequency Curves and **RENAMING** Drawing 400-1 as shown in **Red** on attached **Schedule 1**;

- (vi) **AMEND Schedule O – Standard Drawings and Index, 6.00 Drawings for Schedule G – Street Lighting** by **REMOVING** all drawings with the exception of 600-1 Ornamental street Light Pole Hillside and Commercial as shown in **Red** on attached **Schedule 1**;
- (vii) **AMEND Schedule O – Standard Drawings and Index by REMOVING 7.00 Drawings for Schedule H – Sanitary Sewers** as shown in **Red** on attached **Schedule 1**;
- (viii) **AMEND Schedule B – Highways** by **REMOVING** Drawings 100-7, 100-11 and 100-12 and **REPLACING** with Drawings 100-1, 100-2, 100-3, 100-4, 100-5 and 100-6 as shown in **Red** on attached **Schedule 2**;
- (ix) **AMEND Schedule D – Water** by **REMOVING** drawings 100-12, 100-14, 100-15, 400-7 and 400-8 as shown in **Red** on attached **Schedule 3**;
- (x) **AMEND Schedule E – Sanitary Sewers** by **ADDING** Drawings S1, S2, S3, S5, S6, S7 and S9, **REMOVING** drawings 100-14 and 100-15, and **RENUMBERING** remaining drawings as shown in **Red** on attached **Schedule 4**;
- (xi) **AMEND Schedule F – Drainage** by **RENUMBERING** Drawing 400-4 as shown in **Red** on attached **Schedule 5**;
- (xii) **AMEND Schedule G – Streetlighting** by **REMOVING** Drawings 100-1, 100-2, 100-3, 100-4, 100-5, 100-6, 100-1H, 100-3H, 100-4H and 100-6H and **RENUMBERING** 600-3 as shown in **Red** on attached **Schedule 6**;

Subdivision and Development Servicing Bylaw #3843, 1992 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this	13 <sup>th</sup> day of January, 2020.
READ A SECOND TIME this	13 <sup>th</sup> day of January, 2020.
READ A THIRD TIME this	13 <sup>th</sup> day of January, 2020.
ADOPTED this            day of	, 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**SCHEDULE 0 – BYLAW NO. 3843  
STANDARDS DRAWINGS**

~~SCHEDULE B – HIGHWAYS~~

- ~~100-1 Arterial Highway (Divided) 25 and 30 m Right of Way Rural Road~~
- ~~100-2 Arterial Highway Undivided 25 m Right of Way Rural Roads with Barriers~~
- ~~100-3 Major Collector Highway 20.0 m Right of Way Typical Lane, Emergency Access~~
- ~~100-4 Minor Collector Highway 18.5 m Right of Way Cul-de-Sac Bulb, Local Road~~
- ~~100-5 Industrial Highway 16.0 m Right of Way Expanded Corner, Local Road~~
- ~~100-6 Local Residential Highway 16.0 m Right of Way Walkway, Stairs and Multi-use Path~~
- ~~100 7 Walkway and 6.0 m Lane~~
- ~~100 8 Typical Rural Road~~
- ~~100 9 Typical Driveway Construction~~
- ~~100 10 Cul de Sac 16.0 m Right of Way~~
- ~~100 11 Expanded Corner 16.0 m Right of Way~~
- ~~100 12 Gradation Limits 150 mm Minus Gravel~~
- ~~100 13 Gradation Limits 75 mm Minus Gravel~~
- ~~100 14 Gradation Limits 25 mm Minus Crush Gravel~~
- ~~100 15 Gradation Limits Sand Bedding Material~~
- ~~100 16 Typical Utility Corridors Residential~~
- ~~100 17 Typical Utility Corridors Commercial~~
- ~~100 1H Hillside Standard – Major Arterial Roads~~
- ~~100 3H Hillside Standard – Minor Arterial Roads~~
- ~~100 4H Hillside Standard – Collector Roads~~
- ~~100 6H Hillside Standard – Local Roads~~
- ~~100 7H Hillside Standard – Private Road~~
- ~~100 8H Hillside Standard – Public Lane~~
- ~~100 9H Hillside Standard – Emergency Access Lane~~

**2.00 DRAWINGS FOR SCHEDULE C – CURBS, SIDEWALKS, BOULEVARDS**

~~SCHEDULE C – CURBS, SIDEWALKS, BOULEVARDS~~

- ~~200-1 Standard Curb and Gutter Typical Curb Ramp~~
- ~~200-2 Standard Separate Sidewalk~~
- ~~200-3 Monolithic Curb, Gutter and Sidewalk~~
- ~~200-4 Typical Wheelchair Ramp~~
- ~~200-5 Typical Crossover~~
- ~~200-6 Pedestrian Railway Crossing~~

- ~~100-14 Gradation Limits 25 mm Minus Crushed Gravel~~
- ~~100-12 Gradation Limits 150 mm Minus Gravel~~
- ~~100-13 Gradation Limits 75 mm Minus Gravel~~
- ~~100-16 Typical Utility Corridors Residential~~
- ~~100-17 Typical Utility Corridors Commercial~~

### **3.00 DRAWINGS FOR SCHEDULE D – WATER SYSTEMS**

#### SCHEDULE D – WATER SYSTEMS

- ~~100-12 Gradation Limits 150 mm Minus Gravel~~
- ~~100-14 Gradation Limits 25 mm Minus Crushed Gravel~~
- ~~100-15 Gradation Limits Sand Bedding Material~~
- ~~300-1 Typical Service Connection Detail~~
- ~~300-2 Standard Thrust Block Details~~
- ~~300-3 Standard Hydrant Detail~~
- ~~300-4 Standard Blow Off Detail~~
- ~~300-5 Standard Air Release Assembly~~
- ~~300-6 Standard Valve Box Assembly~~
- ~~300-7 Standard Sprinkler System Outlet from Water Main~~
- ~~400-7 Typical Trench Section for Underground Utility Installation~~
- ~~400-8 Standard Pipe Bedding Classification~~

### **4.00 DRAWINGS FOR SCHEDULE E – CONSTRUCTION OF SANITARY SEWERS**

#### SCHEDULE E – CONSTRUCTION OF SANITARY SEWERS

- ~~100-14 Gradation Limits 19 mm Minus Crushed Gravel~~
- ~~100-15 Gradation Limits Sand Bedding Material~~
- ~~400-1 Standard Cleanout Detail~~
- ~~400-2 Typical Sewer Service Connection~~
- ~~400-3 Typical Manhole & Base Details for Sewers up to 400 mm Diameter~~
- ~~400-4-1 Sanitary and Storm Sewer Manhole Requirements~~
- ~~400-5-2 Sanitary Sewer Lift Station Guidelines with Combined Valve Kiosk~~
- ~~400-6-3 Sanitary Sewer Lift Station Guidelines with Remote Valve Kiosk~~
- ~~400-7 Typical Trench Section for Underground Utility Installation~~
- ~~400-8 Standard Pipe Bedding Clarification~~
- ~~500-2 Standard Catch Basin~~
- ~~500-3 Manhole Base Details for Sewers 450 mm to 900 mm Diameter~~
- ~~500-4 Manhole Details for Sewers 1050 mm Diameter and Over~~

### **5.00 DRAWINGS FOR SCHEDULE F – DRAINAGE SYSTEMS**

#### SCHEDULE F – DRAINAGE SYSTEMS



<del>100-14</del>	<del>Gradation Limits – 25 mm Minus Crushed Gravel</del>
<del>100-15</del>	<del>Gradation Limits – Sand Bedding Material</del>
<del>200-1</del>	<del>Standard Curb and Gutter</del>
<del>400-1</del>	<del>Standard Cleanout Detail</del>
<del>400-2</del>	<del>Typical Sewer Service Connection</del>
<del>400-3</del>	<del>Typical Manhole &amp; Base Detail for Sewers up to 400 mm Diameter</del>
<del>400-4</del>	<del>1 Sanitary and Storm Sewer Manhole Requirements</del>
<del>400-5</del>	<del>Manhole Drop Structures (400 mm Diameter Maximum)</del>
<del>400-6</del>	<del>Invert Channeling in Manhole</del>
<del>400-7</del>	<del>Typical Trench Section for Underground Utility Installation</del>
<del>400-8</del>	<del>Standard Pipe Bedding Clarification</del>
<del>500-1</del>	<del>Rainfall Intensity Duration Frequency Curves</del>
<del>500-3</del>	<del>Manhole Base Details for Sewers 450 mm to 900 mm Diameter</del>
<del>500-4</del>	<del>Manhole Details for Sewers 1050 mm Diameter and Over</del>

## **6.00 DRAWINGS FOR SCHEDULE G – STREET LIGHTING**

### **SCHEDULE G – STREET LIGHTING**

<del>600-31</del>	<del>Ornamental Street Light Pole Hillside and Commercial</del>
<del>100-1</del>	<del>Arterial Highway Divided 25.0 and 30.0 m Right-of-Way</del>
<del>100-2</del>	<del>Arterial Highway Undivided 25.0 Right-of-Way</del>
<del>100-3</del>	<del>Major Collector Highway 20.0 m Right-of-Way</del>
<del>100-4</del>	<del>Minor Collector Highway 18.5 m Right-of-Way</del>
<del>100-5</del>	<del>Industrial Highway 16.0 m Right-of-Way</del>
<del>100-6</del>	<del>Local Residential Highway 16.0 m Right-of-Way</del>

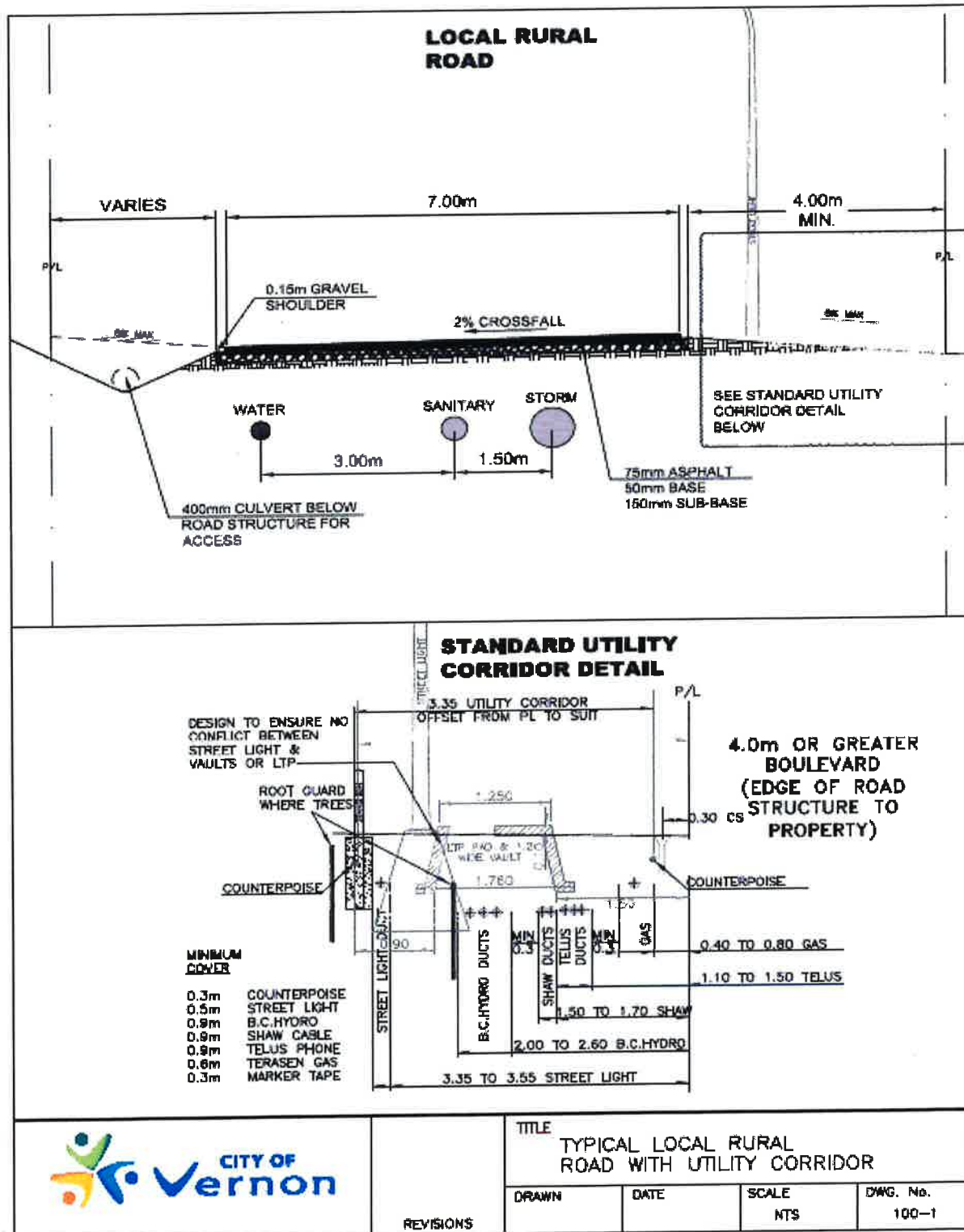
## **7.00 DRAWINGS FOR SCHEDULE H – SANITARY SEWERS**

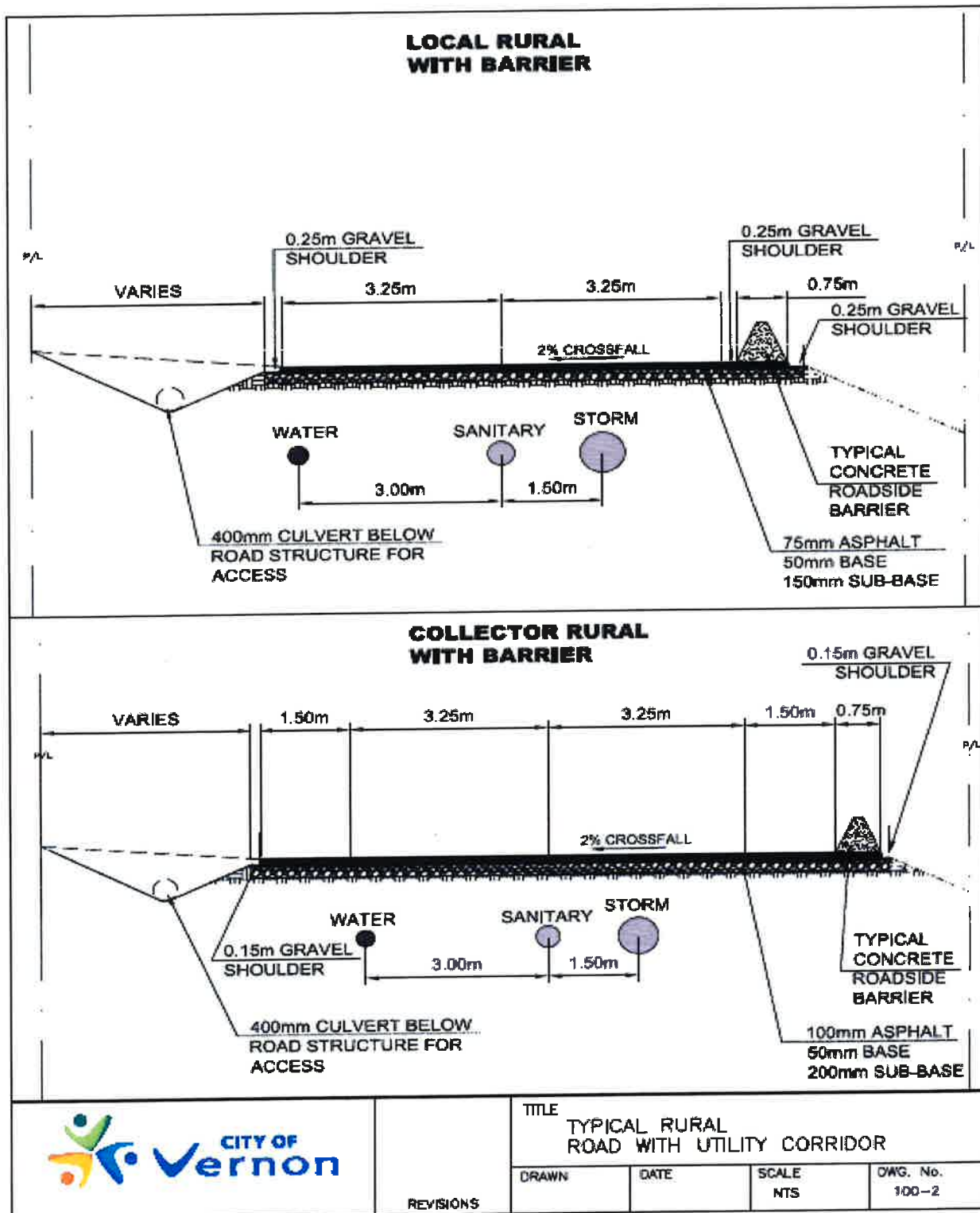
## **7.00 DRAWINGS FOR SCHEDULE N – INTEGRATED SURVEY MONUMENTS**

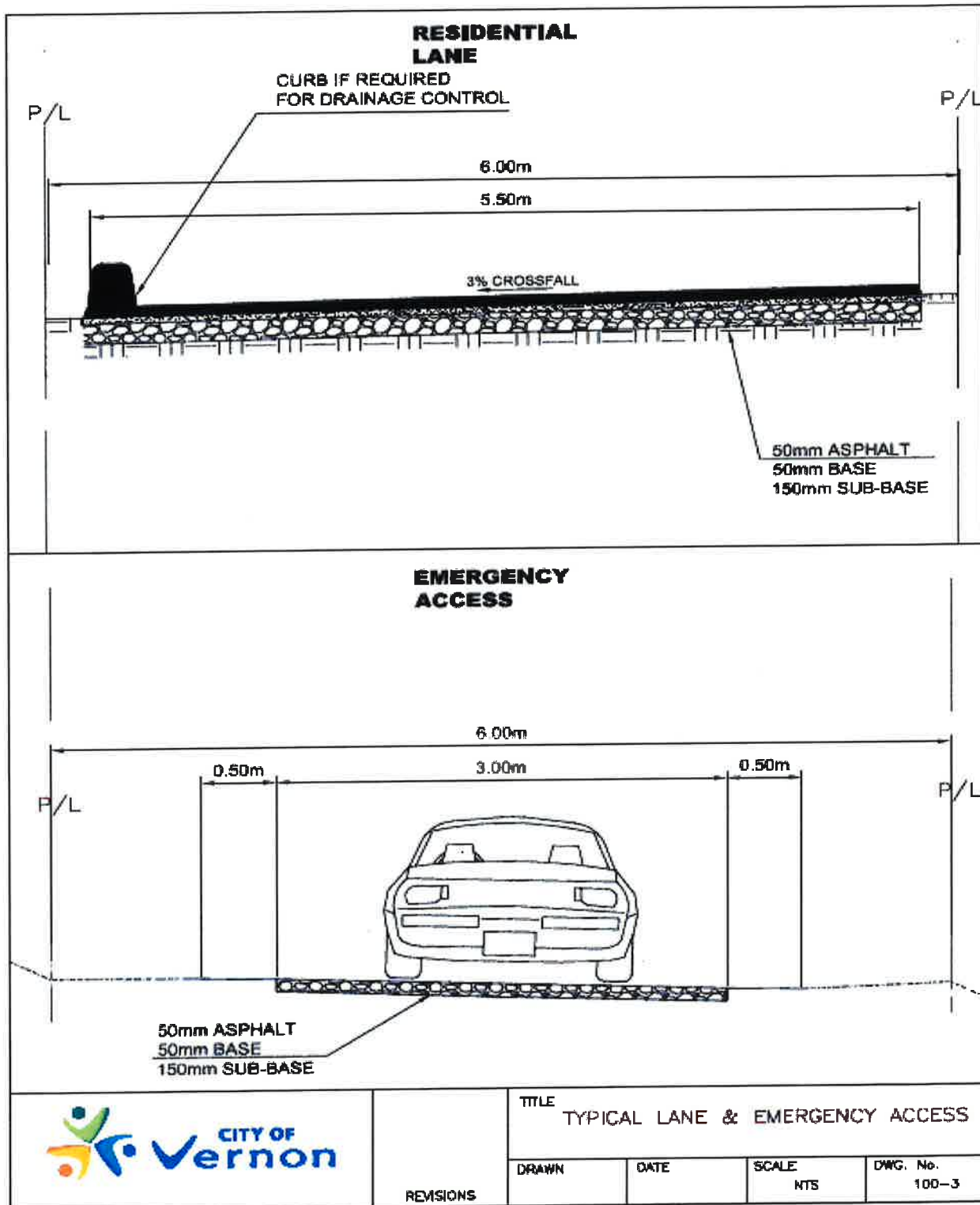
### **SCHEDULE N – INTEGRATED SURVEY MONUMENTS**

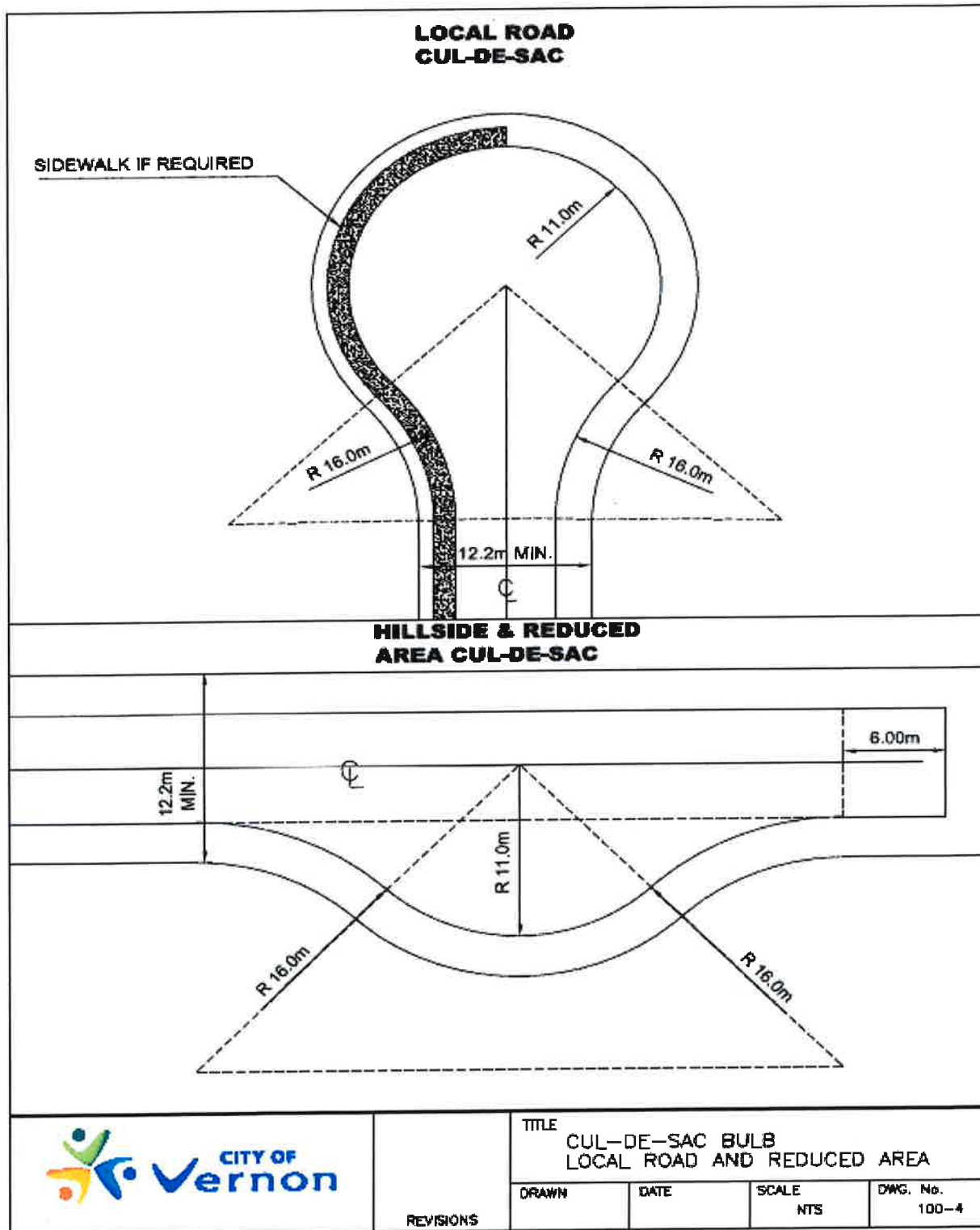
700-1	Sidewalk Integrated Survey Monuments
700-2	Concrete Complete Base Integrated Survey Monuments



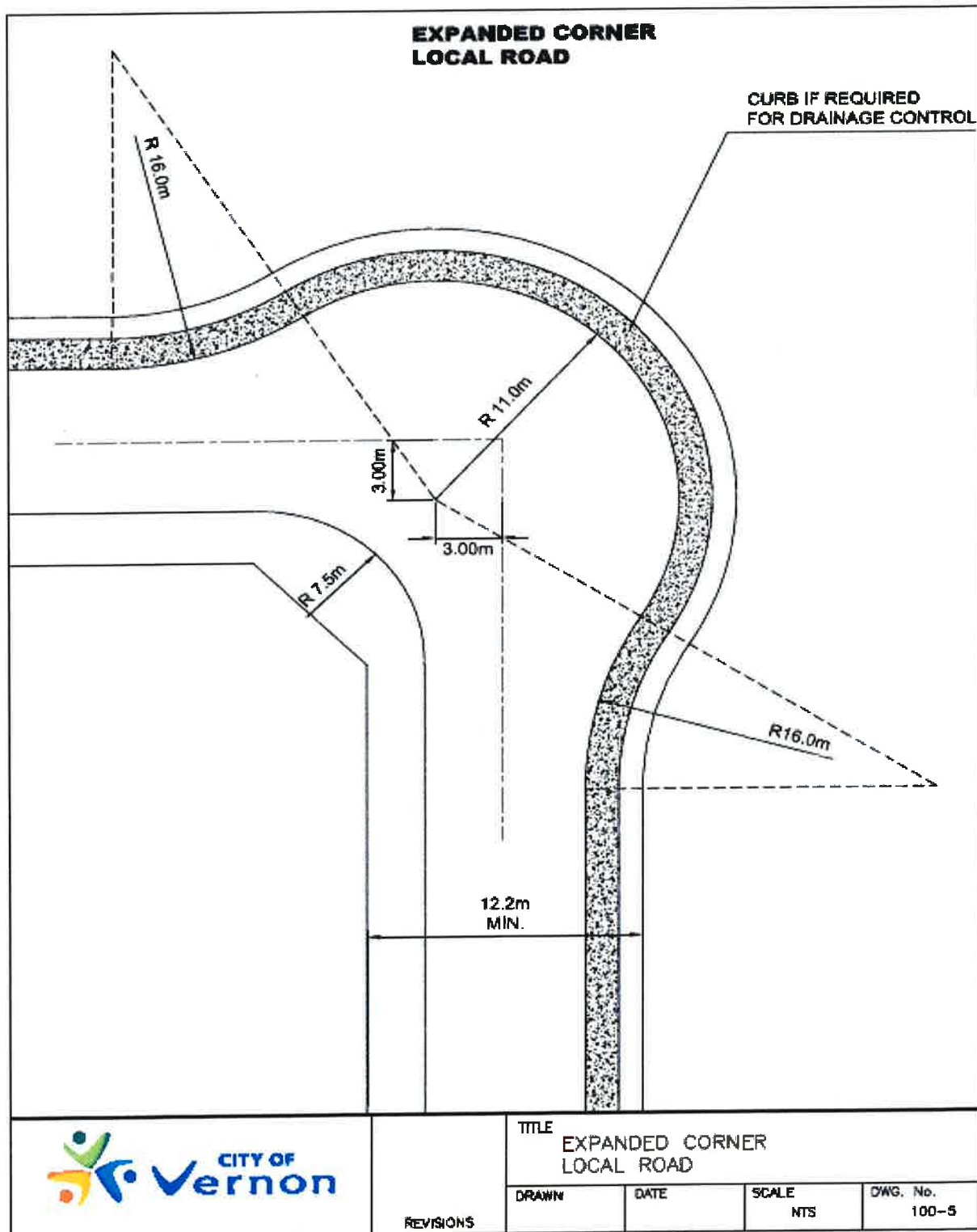


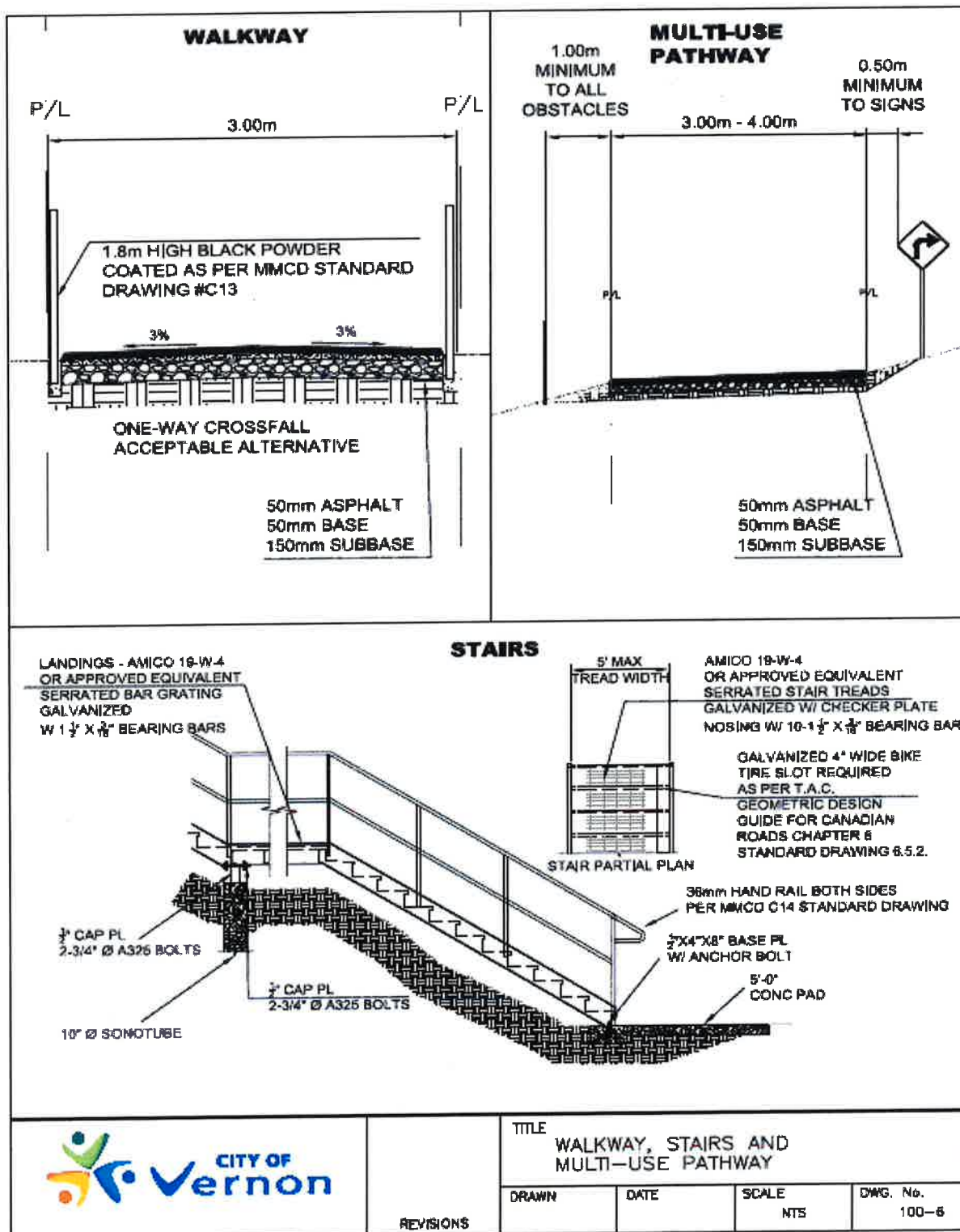












## SCHEDULE B - TRANSPORTATION

### 6.00 STANDARD DRAWINGS

6.01 The following City of Vernon Standard Drawings shall form part of this schedule.

<u>Drawing No.</u>	<u>Drawing Description</u>
<u>100-1</u>	<u>Rural Road</u>
<u>100-2</u>	<u>Rural Roads with Barriers</u>
<u>100-7 3</u>	<u>6.0m-Typical Lane, Emergency Access</u>
<u>100-10 4</u>	<u>Cul-de-Sac Bulb, Local Road</u>
<u>100-11 5</u>	<u>Expanded Corner, Local Road—16.0 m Right of Way</u>
<u>100-7 6</u>	<u>Walkway, Stairs and Multi-use Pathway</u>

**SCHEDULE D - WATER**

**5.00 STANDARD DRAWINGS**

5.01 The following City of Vernon Standard Drawings shall form part of this schedule.

<u>Drawing No.</u>	<u>Drawing Description</u>
<del>100-12</del>	<del>Gradation Limits - 150 mm Minus Gravel</del>
<del>100-14</del>	<del>Gradation Limits - 25 mm Minus Crushed Gravel</del>
<del>100-15</del>	<del>Gradation Limits - Sand Bedding Material</del>
300-1	Typical Service Connection Detail
300-2	Standard Thrust Block Details
300-3	Standard Hydrant Detail
300-4	Standard Blow Off Detail
300-5	Standard Air Release Assembly
300-6	Standard Valve Box Assembly
300-7	Standard Sprinkler System Outlet from Water Main
<del>400-7</del>	<del>Typical Trench Section for Underground Utility Installation</del>
<del>400-8</del>	<del>Standard Pipe Bedding Classification</del>



**SCHEDULE E – SANITARY SEWERS**

**12.0 STANDARD DRAWINGS**

**12.01 MMCD Standard Detail Drawings**

The following MMCD Platinum Edition Standard Detail Drawings shall be used:

<u>Drawing No.</u>	<u>Drawing Description</u>
--------------------	----------------------------

S1	Standard and Sump Manholes
S2	Standard Manhole Connection Details
S3	Manhole Connection Details Drop and Ramp Type

Addendum to S1, S2 and S3 Precast bases are to be used for new mains.

S5	Precast Riser Manhole
S6	Sewer Cleanout
S7	Sanitary Sewer Service Connection
S9	Inspection Chamber for 100 to 200 Sewer Connections

Addendum to S9 Inspection chamber with red lid (and Brooks box if in driveway) required.

The following City of Vernon Standard Drawings shall form part of this Schedule:

<u>Drawing No.</u>	<u>Drawing Description</u>
<del>100-14</del>	<del>Gradation Limits – 19 mm Minus Crushed Gravel</del>
<del>100-15</del>	<del>Gradation Limits – Sand Bedding Material</del>
400-31	Sanitary and Storm Sewer Manhole Requirements
400-5 2	Sanitary Lift Station Recommended Layout Combined Valve Kiosk
400-6-3	Sewer Lift Station Alternate Layout

**SCHEDULE F – DRAINAGE**

**5.00 STANDARD DRAWINGS**

**5.01 MMCD Standard Detail Drawings**

The following MMCD Platinum Edition Standard Detail Drawings shall be used:

<u>Drawing No.</u>	<u>Drawing Description</u>
S1	Standard and Sump Manholes
S2	Standard Manhole Connection Details
S3	Manhole Connection Details Drop and Ramp Type

Addendum to S1, S2 and S3 Precast bases are to be used for new mains.

S5	Precast Riser Manhole
S6	Sewer Cleanout
S8	Storm Sewer Service Connection

Addendum to S8 Inspection chamber with green lid (and Brooks box if in driveway) required.

S11	Top Inlet Catchbasin
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Addendum to S11 Dobney B23 and B24 or approved equal frame and cover, Dobney TK-7 or approved equal for roll over curbs. Outlet pipe may be reduced to 100mm diameter.

S12	Lawn Drains
S13	Storm Sewer Inlet with safety Grillage

The following Subdivision and Development Servicing #3843 Schedule O-Standard Drawings are to be used:

400-4 1	Sanitary and Storm Sewer Manhole Requirements
500-1	Rainfall Intensity Duration Frequency Curves

## SCHEDULE G - STREETLIGHTING

### 5.00 STANDARD DRAWINGS

5.01 The following City of Vernon Standard Drawings shall compliment and supercede the MMCD drawings that form part of this schedule.

<u>Drawing No.</u>	<u>Drawing Description</u>
600- <del>31</del>	Ornamental Street Light Pole
<del>100 1</del>	<del>Arterial Highway Divided 25.0 and 30.0 m Right of Way</del>
<del>100 2</del>	<del>Arterial Highway Undivided 25.0 Right of Way</del>
<del>100 3</del>	<del>Major Collector Highway 20.0 m Right of Way</del>
<del>100 4</del>	<del>Minor Collector Highway 18.5 m Right of Way</del>
<del>100 5</del>	<del>Industrial Highway 16.0 m Right of Way</del>
<del>100 6</del>	<del>Local Residential Highway 16.0 m Right of Way</del>
<del>100 1H</del>	<del>Hillside Standard Major Arterial Road</del>
<del>100 3H</del>	<del>Hillside Standard Minor Arterial Road</del>
<del>100 4H</del>	<del>Hillside Standard Collector Road</del>
<del>100 6H</del>	<del>Hillside Standard Local Road</del>

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5792

A Bylaw to amend the Council Procedure Bylaw

WHEREAS under Section 124 of the *Community Charter* Council must establish the procedures to be followed for the conduct of its business and is now desirous to delete the second meeting (fourth Monday) during the month of July.

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

1. Council Procedure Bylaw Number 4840 is hereby amended as follows:
  - (a) Part II – Meetings of Council, Section 3, Regular Meetings, be amended as shown in **RED** on attached Schedule 'A' forming part of this bylaw.
2. This bylaw may be cited for all purposes as the **“Council Procedure (July Meeting Removed) Amendment Bylaw Number 5792, 2019”**.

READ A FIRST TIME this 16<sup>th</sup> day of December, 2019.

READ A SECOND TIME this 16<sup>th</sup> day of December, 2019.

READ A THIRD TIME this 16<sup>th</sup> day of December, 2019.

ADVERTISED THIS 8<sup>th</sup> & 15<sup>th</sup> days of January, 2020.  
As required under Section 124 (3) of the *Community Charter*

ADOPTED this       day of       , 2020.

\_\_\_\_\_  
Mayor:

\_\_\_\_\_  
Corporate Officer



**SCHEDULE A attached to and forming part of  
“Council Procedure (July Meeting Removed) Amendment Bylaw Number 5792, 2019”**

In Camera (confidential) portions of the meetings are held, as required, under Section 90 of the Community Charter. (See Section 7) Such meetings will follow Committee of the Whole meetings.

Unless:

- (a) a quorum is not present within fifteen minutes after the time appointed for the meeting, in which case the names of the members then present shall be entered in the minute book; or
- (b) a resolution was passed at that meeting or previous meeting of the **Council** that the next meeting will be held at a place and at a time specified in the resolution; or
- (c) a notice is given pursuant to the *Community Charter* that the meeting is replaced by another meeting to be held at the place and at the time specified in the notice.

No meeting will be scheduled during the fourth week of December.

No meeting will be scheduled during the fourth week of July.

No meeting will be scheduled during the fourth week of August.

**Two** regular meetings of Council shall be scheduled for the months of **January, February, March, April, May, June, July, September, October, November** and **one** regular meeting of Council shall be scheduled for **July, August and December**.

**The Two regular Meetings during the month of September shall be adjusted annually so that no Council Meeting will be scheduled during the annual Union of BC Municipalities Conference.**

**On a Local Government Election year, there shall only be one regular meeting scheduled on the second Monday of October.** *(Bylaw 5662)*

**4. Agenda**

- (a) The **Mayor** shall set the agendas.
- (b) Subject to the provisions of this Bylaw, for regular meetings, the **Corporate Officer** shall deliver a copy of the agenda to each member of **Council** at least 72 hours before the day of the meeting.
- (c) To enable the **Corporate Officer** to prepare the Regular meeting agenda, all documents, matters and business to be submitted to **Council**, except those items introduced by members of **Council** as a “Notice of Motion” pursuant to Section 16 shall be delivered to the **Corporate Officer** not later than 4:00 p.m. on the Monday prior to the Regular meeting.



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, Corporate Services, DCAO **DATE:** December 2, 2019  
**FROM:** Susan Blakely, Manager, Legislative Services  
**SUBJECT:** Amendment to Council Procedure Bylaw #4840

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At their Regular meeting held on November 25, 2019, Council approved the 2020 Council meeting schedule.

Following discussion Council elected not to have a second meeting during the month of July each year.

An amendment to Council Procedure Bylaw #4840 has been prepared to reflect this decision.

**RECOMMENDATION:**

THAT Council receives the memo dated December 2, 2019 from the Manager, Legislative Services regarding *Amendment to Council Procedure Bylaw #4840*;

AND FURTHER, that Council considers first, second and third reading of "**Council Procedure (July Meeting Removed) Amendment Bylaw Number 5792, 2019**".

Respectfully submitted:

Dec 2 2019 9:31 AM

X  ✓  
\_\_\_\_\_  
Susan Blakely DocuSign

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5796

A bylaw to amend Fees and Charges

Bylaw 3909

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WHEREAS the Council of the City of Vernon has determined to amend the "City of Vernon Fees and Charges Bylaw Number 3909, 1993" to establish fees for Commercial Vehicle Licencing;

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 "**Fees and Charges (Commercial Vehicle Licencing) Amendment Bylaw Number 5796, 2020**".

2. That Schedule "A" – Fee Schedule of Fees and Charges Bylaw Number 3909, 1993 be amended as follows;

a. **AMEND** the following subsection:

**Section 10.K. – BYLAW ENFORCEMENT SERVICES – Commercial Vehicle Licencing Bylaw** as shown in Red on attached **Schedule '1'**;

3. If any section, subsection, paragraph, clause or phrase, of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

4. The Fees and Charges Bylaw Number 3909 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this                      day of                      , 2020.

READ A SECOND TIME this                      day of                      , 2020.

READ A THIRD TIME this                      day of                      , 2020.

ADOPTED this                      day of                      , 2020.

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Mayor

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Corporate Officer

**SCHEDULE '1'**

**Attached to and forming Part of Bylaw #5796**

**"Fees and Charges (Commercial Vehicle Licencing) Amendment Bylaw Number 5796, 2020"**

10. <b>BYLAW ENFORCEMENT SERVICES</b> Bookmark not defined.	<b>FEES</b>
K. <b>Commercial Vehicle Licencing Bylaw</b>	<p>Vehicle licence fees for each licence year, for a vehicle of gross vehicle weight:</p> <p>Not exceeding 2,800 kg \$25.00</p> <p>Over 2,800 kg but not over 11,800 kg \$30.00</p> <p>Over 11,800 kg but not over 20,000 kg \$35.00</p> <p>Over 20,000 kg \$40.00</p> <p>With CTA Agreement \$30.00</p> <p>Vehicle licence transfer fee \$ 6.25</p>



THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5799

A bylaw to amend the Tourism Commission Bylaw

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WHEREAS the Council of The Corporation of the City of Vernon has determined to amend "City of Vernon Tourism Commission Bylaw Number 5683, 2018" to include a representative from Silver Star Mountain Resort as a non-voting member;

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

1. This bylaw may be cited as **"City of Vernon Tourism Commission (Silver Star Representative) Amendment Bylaw Number 5799, 2020"**
2. "City of Vernon Tourism Commission Bylaw Number 5683, 2018" is hereby amended as follows:
  - (i) By **adding** a non-voting representative from Silver Star Mountain Resort to **Section 5. Membership** as shown in **RED** on attached Schedule 1.
3. Bylaw Number 5683 is hereby ratified and confirmed in all other respects.

READ A FIRST TIME this            day of            , 2020.  
READ A SECOND TIME this        day of            , 2020.  
READ A THIRD TIME this        day of            , 2020.  
ADOPTED this            day of            , 2020.

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Mayor

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Corporate Officer

**5. Membership**

- 5.1. Members shall have terms of appointment of two (2) years, unless otherwise directed by Council.
- 5.2. Should a member change employment during their term, but remain employed in the Tourism industry in the Vernon area, they may choose to complete their term on the Tourism Commission.
- 5.3. The Commission will be comprised of sixteen (16) voting members and one (1) non-voting representative, each appointed by Council, as follows (one representative per industry sector, organization or agency unless otherwise noted):

**Industry Members:**

- a) Accommodation Provider (4 members)\*
- b) Arts & Culture Sector (2 members)
- c) Attractions
- d) Biking Sector
- e) Golf Sector
- f) Restaurant Sector
- g) Ski Sector
- h) Sport & Events
- i) Silver Star Mountain Resort (Non-voting)

**Organization & Government Representatives:**

- a) Greater Vernon Chamber of Commerce
- b) Downtown Vernon Association
- c) Okanagan Indian Band
- d) Mayor or Council Designate

*\*Whenever possible, Council will attempt to split the four Accommodation Providers between large (over 80 rooms) and small (under 80 rooms) properties.*

**Non-Voting Members:**

- (a) Manager, Economic Development and Tourism
- (b) Manager, Tourism
- (c) Additional staff, as required

- 5.4. A Chair and alternate shall be appointed annually by a majority vote of the Commission at their first meeting in each calendar year.
- 5.5. An assigned Committee Clerk is the secretary to the Commission.



THE CORPORATION OF THE CITY OF VERNON

**INTERNAL M E M O R A N D U M**

**TO:** Will Pearce, CAO **FILE:** 0540-20

**PC:** Kim Flick, Director, Community Infrastructure and Development **DATE:** January 17, 2020

**FROM:** Kevin Poole, Manager, Economic Development and Tourism

**SUBJECT: Tourism Commission Bylaw Amendment**

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At its Regular Meeting of January 13, 2020, Council declassified the following resolution:

“THAT Council direct Administration to revise the Tourism Commission Bylaw #5683 to include a representative from Silver Star Resort as a non-voting member on the Tourism Commission for Council’s consideration.”

Administration has made the amendment to the Tourism Commission Bylaw (Attachment 1) as requested by Council.

**RECOMMENDATION:**

THAT Council support Tourism Commission Bylaw #5683, as amended and outlined in Attachment 1 of the memo titled “Tourism Commission Bylaw Amendment” and dated January 17, 2020 from the Manager of Economic Development and Tourism.

Respectfully submitted:

Jan 17 2020 10:48 AM

X    
\_\_\_\_\_  
Kevin Poole DocuSign

Kevin Poole  
Manager, Economic Development and Tourism