



"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

COMMITTEE OF THE WHOLE

CITY HALL COUNCIL CHAMBER

JUNE 28, 2021

AT 8:40 AM

AGENDA

1. CALL TO ORDER

- A. THAT the Agenda for the June 28, 2021, Committee of the Whole meeting be adopted as presented.

2. ADOPTION OF MINUTES

MINUTES

- A. THAT the minutes of the Committee of the Whole meeting of Council held June 14, 2021, be adopted. **(P. 3)**

3. BUSINESS ARISING FROM THE MINUTES

4. GENERAL MATTERS

TRANSIT SERVICE IN VERNON - UPDATE (VIA ZOOM) (P. 7)

- A. Amanda Watson, Manager, Transportation, Chelsea Mossey, Senior Manager, Government Relations and Erin Sparks, Transit Planner, both of BC Transit will provide Council with an update on the 'Overview of Transit Service in Vernon' program.

THAT Council receives the presentation from Amanda Watson, Manager, Transportation, Chelsea Mossey, Senior Manager, Government Relations and Erin Sparks, Transit Planner, both of BC Transit regarding an update on the Transit Service in Vernon.

5. UNFINISHED BUSINESS

LEGACY RESERVE PROJECT SELECTION (1700-02) (P. 30)

- A. THAT Council endorse the following projects to be funded from the Fortis BC Legacy Reserve: *(to be cited by Council)*.

ON LINE SEMINARS – FOCUS ON GOVERNANCE VIDEO (45 minutes) (0530-01) (P. 37)

- B. "Good Governance By George" – Part Six: *Governance Mechanisms.*

6. NEW BUSINESS

7. LEGISLATIVE MATTERS

8. COUNCIL INFORMATION UPDATES

9. G.V.A.C. / R.D.N.O REGULAR MEETINGS

10. INFORMATION ITEMS

11. CLOSE OF MEETING

THE CORPORATION OF THE CITY OF VERNON

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING
HELD JUNE 14, 2021**

PRESENT: Mayor V. Cumming

Councillors: S. Anderson, K. Gares, B. Quiring (8:42 am),
A. Mund, K. Fehr, D. Nahal (8:41 am)

Staff: W. Pearce, Chief Administrative Officer
P. Bridal, DCAO, Director, Corporate Services
K. Austin, Manager, Legislative Services
J. Nicol, Deputy Corporate Officer
D. Law, Director, Financial Services
C. Poirier, Manager, Communications & Grants
K. Flick, Director, Community Infrastructure and Development
J. Rice, Director, Operation Services
K. Poole, Director, Community Safety, Lands & Administration
R. Manjak, Director, Human Resources
J. Clary, Advisor, Learning & Development
B. Bandy, Manager, Real Estate
D. Lees, Manager, Protective Services
D. Ross, Director, Recreation Services
A. Watson, Manager, Transportation
Cst. B. Heideman, Acting Insp., RCMP
L. Cordell, Manager, Long Range Planning & Sustainability
S. Melenko, Information Technician I

CALL TO ORDER Mayor Victor Cumming called the meeting to order at 8:41 am.

AGENDA ADOPTION Moved by Councillor Fehr, seconded by Councillor Gares:

THAT the Agenda for the June 14, 2021 Committee of the Whole meeting be adopted.

CARRIED

ADOPTION OF THE MINUTES Moved by Councillor Gares, seconded by Councillor Fehr:

THAT the minutes of the Committee of the Whole meeting of Council held May 25, 2021, be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

GENERAL MATTERS

**REVIEW OF BULLYING
AND HARASSMENT**

The Director, Human Resources and the Advisor, Learning and Development provided Council with a review of the Bullying and Harassment Policy.

Moved by Councillor Quiring, seconded by Councillor Fehr:

THAT Council receive the Bullying and Harassment presentation, provided by the Advisor, Learning and Development, at the June 14, 2021 Committee of the Whole meeting.

CARRIED

UNFINISHED BUSINESS

Councillor Nahal left the meeting at 8:57 am and returned at 8:58 am.

**FORTIS BC LEGACY
RESERVE:
ADDITIONAL
INFORMATION ON
POTENTIAL PROJECTS
(1700-02)**

Moved by Councillor Nahal, seconded by Councillor Mund:

THAT Council remove the following project to be funded from the Fortis BC Legacy Reserve: Item 4. 1.17M for the Fire Services Strategic Plan (apparatus/fleet);

AND FURTHER, that Council defer deliberation of the memorandum titled “Fortis BC Legacy Reserve: Additional Information on Potential Projects” dated June 4, 2021 respectfully submitted by the Director, Community Infrastructure and Development, to their Committee of the Whole meeting scheduled on June 28, 2021 in order to accommodate a tour of Council members through the RCMP Building.

CARRIED, with Councillor Fehr opposed

Councillor Quiring declared a conflict of interest in the following matter as his firm (MQN) is involved in the project. Councillor Quiring left the meeting at 9:57 am.

**ACTIVE LIVING
CENTRE – PLANNING
UPDATE
(7700-13)**

Moved by Councillor Mund, seconded by Councillor Anderson:

THAT Council receive the memorandum titled “Active Living Centre - Planning Update” dated June 4, 2021, respectfully submitted by the Director, Recreation Services;

AND FURTHER, that Council rescind the following resolution from their meeting held June 19, 2020;

“Council directs Administration to complete the planning process for the multi-purpose Active Living Centre, as a City of Vernon facility at this time, drawing funding from City of Vernon sources in order to prepare for a potential referendum in September 2021.”

AND FURTHER, that Council directs Administration to continue the planning process for the multi-purpose Active Living Centre, as a City of Vernon facility at this time, continuing to draw funding as required from City of Vernon sources in order to prepare for a potential communication campaign and assent voting in conjunction with the municipal election on October 15, 2022;

AND FURTHER, that Council, through the Mayor, request that our Community Partners, the District of Coldstream and Electoral Areas B & C reconsider their involvement in the proposed Active Living Centre project.

CARRIED

Councillor Quiring returned to the meeting at 10:22 am.

Councillor Fehr left the meeting at 10:21 am and returned at 10:25 am.

Councillor Nahal left the meeting at 10:50 am.

The Council video was paused at 10:26 am due to copyright laws.

**ON LINE SEMINARS –
FOCUS ON
GOVERNANCE VIDEO
(0530-01)**

Council viewed a 45 minute videos entitled “Good Governance By George – Part Five: *The Roles of a Council*.”

The Council video was not resumed when George Cuff ended at 11:06 am due to technical difficulties with the video.

NEW BUSINESS

LEGISLATIVE MATTERS

COUNCIL INFORMATION UPDATES

G.V.A.C./R.D.N.O. REGULAR MEETINGS

INFORMATION ITEMS

CLOSE OF MEETING

CLOSE

Mayor Victor Cumming closed the meeting at 11:07 am.

CERTIFIED CORRECT:

Mayor

Corporate Officer



Vernon Regional Transit System

City of Vernon

Committee of the Whole

June 28, 2021

Chelsea Mossey

Senior Manager, Government Relations

Erin Sparks

Transit Planner

Presentation Topics

- ❑ COVID-19 Response & Impacts
- ❑ System Performance
- ❑ Looking Ahead
 - ❑ Expansions
 - ❑ Electronic Fare Collection
 - ❑ Low Carbon Fleet Program
 - ❑ Digital On-Demand Transit
 - ❑ Free Fares for 12 and Under
 - ❑ MicroBird G5
- ❑ Transit Future Action Plan



COVID-19: Response and Impacts



COVID-19 Respond, Recover, Rebuild

Respond Phase

- Emergency Scale-Down

Recovery Phase

- Scaling Back Up

Rebuilding Phase

- Long-Term Sustainability

Respond
Phase

Recovery
Phase

Rebuilding
Phase



Recovery: Scaling Back Up

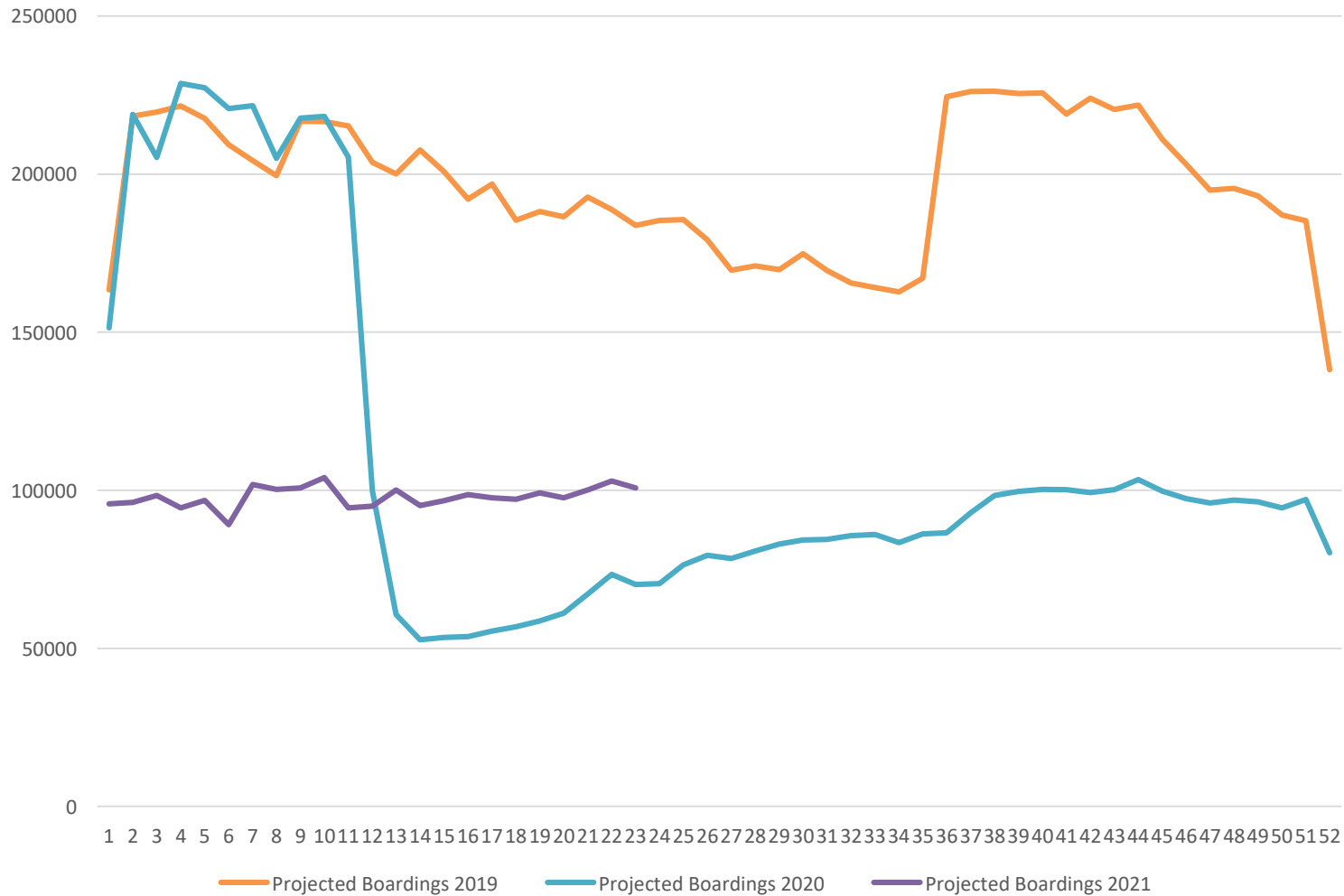
- Allowable capacity on buses limited to “comfortable load”
- Face coverings mandatory
- Signage encouraging personal etiquette
- Installation of full driver doors
- Continuation of enhanced cleaning protocols
 - Stage 3 cleaning in effect

Rebuild Phase: Future of Transit

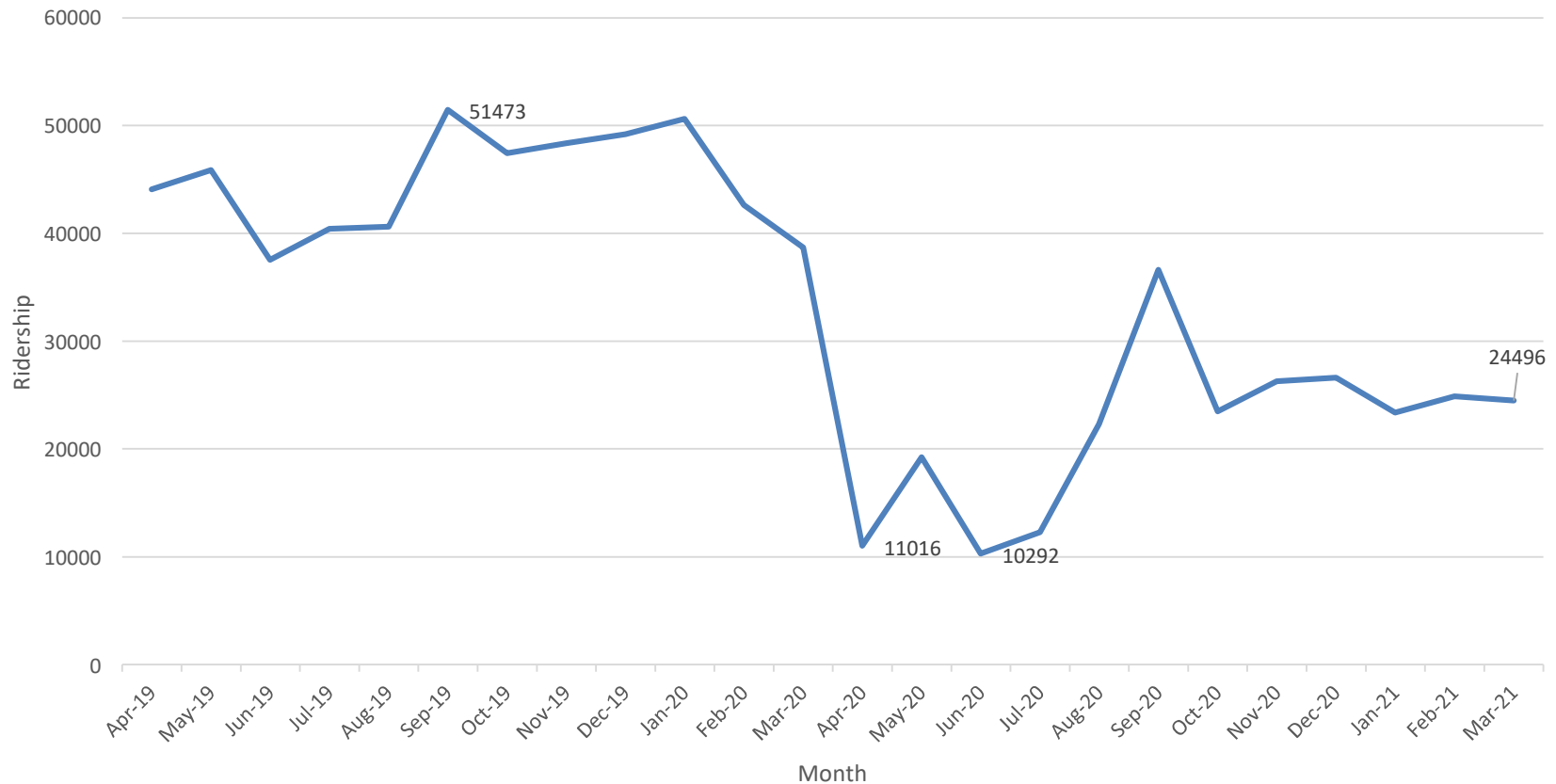
- Support economic recovery
- Address community challenges – climate change, social isolation, access to essential services
- Contribute to vibrant and thriving communities



Impacts of COVID-19: Provincial Ridership in BC



Vernon Regional Conventional Ridership 2019/20 – 2020/21



System Performance & Return on Investment

Vernon Regional Conventional

Performance	Passengers per Hour	Operating Cost per passenger	Operating Cost Recovery
2019-20	15.75	\$6.42	25.03%
2020-21	7.6	\$14.53	16.14%

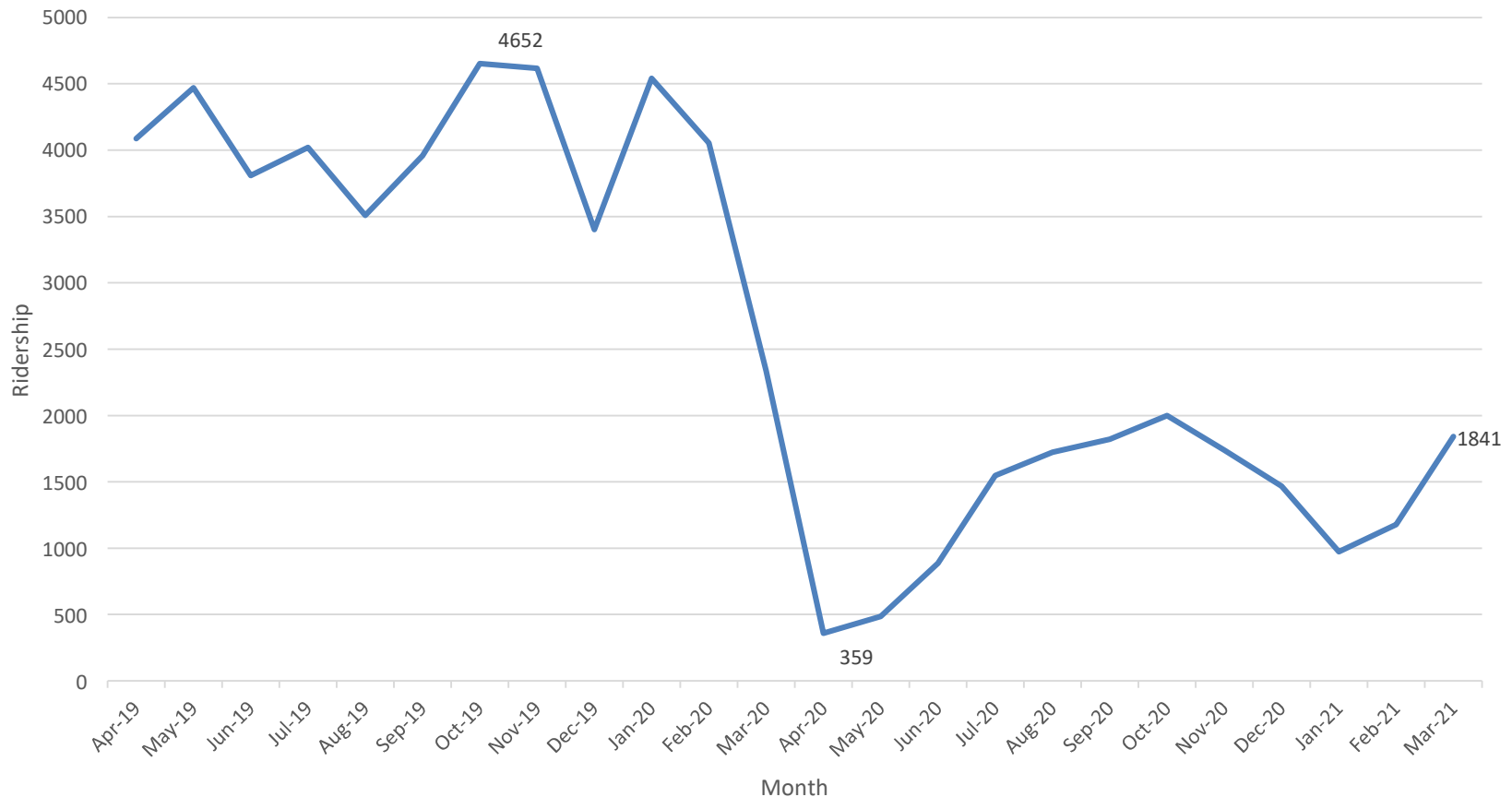
Return on Investment	Total Revenue	Passenger Trips per capita	Revenue per trip
2019-20	\$861,994	14.56	\$1.61
2020-21	\$611,649	7.0	\$2.34

2020-21

- » Costs up and passenger revenues down due to COVID-19
- » Safe Restart Funding provided to offset financial impacts



Vernon Regional Custom (handyDART) Ridership 2019/20 – 2020/21



System Performance

Vernon Regional Custom (handyDART)

Vernon Regional Transit	Passengers per Hour	Operating Cost per passenger	Operating Cost Recovery
2019-20 Performance	3.4	\$25.17	8.02%
2020-21 Performance	1.1	\$77.28	3.00%

2020-21

- » Costs up and passenger revenues down due to COVID-19
- » Safe Restart Funding provided to offset financial impacts



Custom Transit Registration Program

- Custom Transit registration involving a contracted Mobility Coordinator (OT)

Type of Eligibility	TOTAL (2020/21)
Approved (Unconditional)	47
Approved (Conditional)	13
Approved (Temporary)	10
Ineligible or Cancelled	17
Total	87

- 2022/23 - registration process for existing registrants



Looking Ahead



Vernon Conventional Expansions

- Tentative for 2022/23:
 - » New service to Middleton Mountain
 - » Expanded Holiday Service
 - » MOU in Summer 2021

North Okanagan Connector Expansions

- » Introduce Sunday service (**confirmed January 2022**)
- » Eliminate seasonal reductions (tentative 2022/23)
- » Expand Saturday service (tentative 2022/23)



Electronic Fare Collection System

- Remove barriers to selecting transit
- Introduce new ways to pay – contactless credit card and mobile device
- Improve planning and decision making with new data sources
- NRFP evaluation and partner engagement currently underway



Low Carbon Fleet Program

- Approved in November 2018 to support provincial targets for GHG emissions
- Transitioning vehicles to electric propulsion based on fleet replacement plan
- Bridging transition to electric with renewable fuels
- RFP released in November 2020



Program Objectives

- 2022 – Deploy the first 10 heavy duty battery electric buses (BEBs) in Victoria
- 2023 – Begin purchasing only electric heavy duty buses
- 2028 – Begin purchasing only electric buses in all fleet classifications
- Exceed greenhouse gas reductions identified through the Provincial CleanBC program for 2030, 2040, and 2050.
- Achieve a 100% zero emission fleet by 2040



Digital On-Demand Transit



- Uses technology to dynamically dispatch a vehicle to a locations dictated by the rider
- As part of Strategic Plan, we are looking at on-demand and flexible delivery models
- RFI completed in 2020 to determine best practices for digital on-demand transit project development
- RFP underway for a feasibility study to determine whether digital on-demand transit would work in BC Transit communities and to develop a replicable model for other systems



Free Fare for 12 and Under

- Included in April 20th budget announcement
- Free Transit across BC Transit systems for youth aged 12 <
- Effective September 2021
- Contribution agreement being finalized with the Province for funding for foregone revenue



New handyDART Buses

- 6 new Micro Bird G5 light duty buses added to handyDART fleet
- Replacing buses in existing fleet
- Can carry up to 18 passengers
- Equipped with a rear lift system to provide safe loading and unloading of mobility aids
- Temporary vinyl panel to protect both drivers and passengers during the COVID-19 pandemic



Transit Future Action Plan



TFAP purpose: Present updated transit service and infrastructure priorities for the Vernon Regional Transit System



Progress to Date

- Background review conducted
- Phase 1 Engagement conducted
 - » Two stakeholder workshops
 - » Transit operator surveys
 - » Intercept surveys
- Additional priorities developed

Next step: public engagement (August-September)



Questions?



Chelsea Mossey – Senior Manager, Government Relations

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250-880-2520

Erin Sparks – Transit Planner

Esparks@bctransit.com

250-213-6449





THE CORPORATION OF THE CITY OF VERNON

INTERNAL M E M O R A N D U M

TO: Will Pearce, CAO **FILE:** 1700-02

PC: Keri-Ann Austin, Manager, Legislative Services **DATE:** June 18, 2021

FROM: Kim Flick, Director, Community Infrastructure and Development

SUBJECT: FORTIS BC LEGACY RESERVE: ADDITIONAL INFORMATION ON POTENTIAL PROJECTS

To assist Council in deliberating on projects to be funded from the Fortis BC Legacy Reserve, Administration developed a list of potential projects informed by the Council Strategic Plan, Recreation Services Master Plan, Parks Master Plan, Fire Services Strategic Plan and Master Transportation Plan. At its Committee of the Whole Meeting of June 14, 2021, Council identified its top four potential projects, as follows:

1. Kin Race Track Park (sports fields, trails, outdoor ice rink, dog park and set aside lands for affordable housing and the Active Living Centre)
2. Polson Park Revitalization
3. 30th Avenue 'flex-street'
4. RCMP Building Renovation

More detailed information has been provided on these projects for Council's consideration (Attachment 1). Administration will be available to answer any questions that Council may have during its deliberations at the Committee of the Whole Meeting of June 28, 2021.

Administration has recently reported on numerous land acquisition initiatives consistent with Council's Strategic Plan. Current initiatives, if successful, will over commit all available land acquisition monies by approximately \$3 million. The City does have significant parcels for future sale which would replenish the land acquisition reserves.

RECOMMENDATION:

THAT Council endorse the following projects to be funded from the Fortis BC Legacy Reserve: *(to be cited by Council)*.

Respectfully submitted:

Jun 18 2021 11:21 AM

X  
Kim Flick DocuSign

Kim Flick, Director
Community Infrastructure and Development

Attachment 1 – Project List

G:\1600-2199 FINANCE\1700 FINANCIAL PLAN\02 Financial Plan\2021\Budget Meetings\Special Council Meeting\210618_kf_Memo re Potential Projects Detailed Information.doc

Kin Race Track Park



The 2019 – 2022 Council Strategic Plan provides direction to develop a comprehensive plan for the 32 acre Kin Race Track lands. The Parks Master Plan identifies the lands as the site of a future athletic park, and more recently the lands have been envisioned for the Active Living Centre and related parking, subject to a borrowing referendum process. Other uses of the lands which have been discussed include housing, outdoor recreation uses, a sani-station and an additional sheet of ice tied to an expansion of Kal Tire Place.

There remains uncertainty regarding the development of the Active Living Centre until a referendum has been held. The Active Living Centre is anticipated to require up to eight acres of land and would ideally be located near the ice arena in order to be able to share parking. This poses a significant impediment to completing a comprehensive planning process for site, however work on background analysis continues.

Park development has been included in the 4 year rolling capital plan with \$3 million in 2023 and another \$3 million in 2024. There are approximately 15 acres of land to develop as park after accommodating the Active Living Centre, five acres of housing and internal roads. While a detailed plan has not been prepared, it is anticipated that park areas would be a mix of developed (structured activities and sports) and undeveloped spaces (passive park and leisure spaces). In particular the land at the north end is within the floodplain and will incorporate minimal development outside of trails and natural spaces.

In general, development of parkland is currently being quoted between \$200 and \$350 per square metre, which would reflect a range of activities from walking trails and open irrigated spaces to developed outdoor recreation facilities. Using these amounts gives a costing range between \$12 and \$21 million dollars for the 15 acre park area. The amount of park activities and development would reflect the budget allocated. Amounts less than the above would require phasing improvements. Should the Active Living Centre proposal not proceed, and that portion of the site was to be developed as parkland, this amount would increase by approximately 50%.

These amounts do not include access or highway improvements or the extension of infrastructure. There may be some need for riparian restoration and flood or storm management in addition to park improvements.

The overall planning process for development of this site has been delayed due to other priority projects, uncertainty surrounding the Active Living Centre, and necessary background analysis. Geotechnical analysis has recently been undertaken and did not identify significant limitations for any of the above uses.

Polson Park Revitalization

Polson Park, Vernon's gem in the heart of the city, is scheduled to undergo a new master planning process to guide renewal and future development. It has some significant problems that have become more urgent over the years. In particular:

- Hydrological issues caused by channelization of the creek with concrete, which blocks the flow of ground water into the creek leading to saturation of the soils. This has destroyed some facilities and limited the usability of large portions of the park during much of the year;
- Security issues that have inhibited public use in some areas;
- Need for increased usage and activation; and
- Some facilities have become dated and need refurbishing.



The planning process was meant to be underway, but before this can be done the City needs to understand the future alignment of Vernon Creek through the park and how much space it will utilize. To this end a grant was received from the Okanagan Basin Water Board and a request for proposals is soon to be issued.



The cost to implement the naturalization of Vernon Creek is unknown at this time but is expected to be significant. Some of the work can be funded through required riparian enhancement needed from other capital projects, but much of it will need to be grant or Council funded. Dedicating any amount of funding to this project will support the leveraging of needed grant funding.



The cost to redevelop the park is also unknown, and significant public engagement must be undertaken to develop a comprehensive plan to modernize the park. Using the costing of \$200 to \$350 per square metre, the cost to redevelop the park ranges from \$16 - \$45 million. \$1.4 million is identified in the 4 year rolling capital budget in 2024 for Phase 1 Polson Park renewal.



30th Avenue Flex Street

A flex street is named so because of its adaptability. On a daily basis you can control whether it's a street for pedestrians, drivers and/or cyclists.

Lowest cost:

Time periods when it will be closed to vehicular traffic is by simply closing a gate or having concrete barriers with flexible bollards that can be driven over, such as on Bernard Avenue in Kelowna. Signs state the times/days when vehicle access is allowed. These can be very quickly installed.



Kelowna's Bernard Avenue has parking stalls that gently slope from the sidewalk to the road creating a fully accessible surface from one side of the street to the other. Without repaving 30th Avenue, to create a

more accessible environment, intermittent ramps could be installed to allow pedestrians/mobility aid users to safely transition from the road to the sidewalks and vice versa, without being restricted to crossing at intersection crosswalk ramps.

Moderate cost:

Alternatively, the existing traditional road/sidewalk can be retained and the asphalt surface painted and closed to traffic either full time or for certain times/days using movable items so that pedestrians can simply walk down the middle of the road. Again, intermittent ramps would be recommended for 30th Avenue.



Higher cost:

A barrier free environment is created by replacing the asphalt with paving laid flush with the sidewalk. Coloured paving would mark out the spaces for loading zones and permanent fixtures and other movable items would be provided such as planters, tables and chairs to keep the space flexible. The cost to convert 30th Avenue from 35th to 29th Street is in the order of \$6 million.



RCMP Building Renovation

In total, there are a minimum of 98 people working within the Vernon Detachment/City Hall Annex. The current Vernon RCMP Detachment building was constructed in 1962. In 1991 a major renovation was completed including the addition of a second floor. Since that time, all space has been utilized to try and accommodate the day to day needs of the office. Several members and staff have also been relocated to other regional offices to free up needed space. As the population and calls for service increase over time, the Vernon North Okanagan Detachment will be required to increase the total number of police officers, municipal employees, public servants, equipment, office space and police vehicles needed in order to maintain the level of service expected in the community.

The size of the building needs to be increased, likely by expanding the top floor of the building (there is also an existing lack of parking for police vehicles). Every effort has been made to maximize the existing floor space, including converting hallways to a mail room and video monitoring station, converting a closet into an office, using a cell block jail cell for long term exhibit storage, and converting garage bays into exhibit storage.

Should Council support funding for upgrades to the building, the priority areas to address are as follows:

General Duty Work Stations: The General Duty work area is on the main floor of the Detachment and surrounded by walking hallways on all sides. The space is currently too small and the busy location is distracting to the members trying to concentrate on reports to Crown Counsel or even Search Warrant applications. The desk space is also small when trying to deal with paper work. There can be upward of 12-14 persons in this area working near shift change hours.

Board Room Serious Crime/General Investigation/Special Victims: There is currently a large board room and a small board room within the Vernon Detachment. The large board room is regularly utilized for daily briefings, meetings and training. The small board room is limited by the space available and is usually used by 3-4 people or teleconferences. Whenever a homicide or other serious file takes place, the large boardroom is taken over by Serious Crime as a main work room and no other units can enter it for up to several weeks. This means that important daily briefings, meetings and training have to occur elsewhere which is usually a hallway. It is requested that a board room be added for the plain clothes sections for this purpose.

Women's/Men's Change Rooms: All members must change and store their handguns in the lockers at the Detachment. Firearms should be double secured, as in most Detachments they are within a locked box within the locked locker. The current lockers are very old, small and cannot accommodate the member's equipment (boots, gun belt, uniforms, jackets and bullet proof vest) or the separate locked drawer. Due to the size constraints, many members are required to utilize two lockers if they have specialized equipment (i.e. dive team, tactical team, emergency response team, etc.).

There are currently 18 female regular members and approximately 26 female support staff working with the Detachment, yet only 26 female lockers, which are small. The women's change room is so small it cannot accommodate a bench/stool so that

members can put on their boots. Only two women can use the change room at any given time due to the size.

Both change rooms need to be updated and proper lockers installed that can accommodate all equipment.

Exhibit Storage: The Forensic Identification Bay has been converted into an exhibit bay due to the lack of space. This also consists of the exhibit drying area. The FIS bay is at an off site tow yard where other materials are stored. Having off site storage/bay is not ideal for security and staffing resource reasons. The exhibit room needs to be extended and properly secured.

File/Exhibit Storage: Retention period for keeping police files (especially large, complex, serious investigations) can be up to 100 years. This causes an influx of files that need to be held and storage space is required. Prisoner cells have been and are used for this storage as well as outside the Detachment. This was changed when some of the files were damaged with continual water floods and had to be relocated into a secure cell within the Vernon Detachment. Expanded secure file/exhibit storage is a requirement.

There is also a need for storage for bicycles for the bicycle patrol trained members, as there currently is no space when we bring the bicycles out from long term storage.

Session Six: Governance Mechanisms

In this segment George sheds some light on how a Council/Board governs and which mechanisms it utilizes to lead. The session also addresses how governance could be performed better in terms of what a Council/Board does and what in reality it is expected to do. This session speaks to “how” a Council/Board functions (i.e. meetings, proper use of agendas, committee meetings, roles of agencies, boards and committees, etc) and some thoughts around how that could be improved.

Session Six: Governance Mechanisms

1. Has the Procedure Bylaw been reviewed this term? Does it make sense? Is it “user friendly” or does it sound like a lawyer wrote it?
2. Do the meetings seem to flow well? If not, why not? What seems to be at the heart of our poor meeting procedures?
3. How does Council impact the agenda?
4. How could Council make better use of its ABCs (agencies, boards and committees)?