



THE CORPORATION OF THE CITY OF VERNON

A G E N D A

REGULAR OPEN MEETING OF COUNCIL

CITY HALL COUNCIL CHAMBER

SEPTEMBER 7, 2021

AT 8:40 AM

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

*Pursuant to the Provincial Health Officer’s Order, “Gathering and Events – July 7, 2021” and the Interior Health Medical Health Officer’s Order, “Mandatory Masks / Face Coverings – Interior Health COVID-19 - August 20, 2021”, **masks are mandatory for in – person attendance** to Council meetings. Please note capacity is limited to ensure physical distancing and is available on a first come, first served basis. **Hand washing and/or sanitizing will also be provided.***

Council meetings are live-streamed and video-recorded and may be accessed at <https://www.vernon.ca/council-video>. Recordings are made available on the City of Vernon website by noon on the day following the meeting.

1. CALL REGULAR MEETING TO ORDER AND MOVE TO COMMITTEE OF THE WHOLE

2. RESOLUTION TO CLOSE MEETING

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

- c) labour relations or other employee relations.

3. ADJOURN TO OPEN COUNCIL AT 1:30 PM

LAND ACKNOWLEDGEMENT

As Mayor of the City of Vernon, and in the spirit of this gathering, I recognize the City of Vernon is located in the traditional territory of the Syilx People of the Okanagan Nation.

AGENDA

- A. THAT the Agenda for the September 7, 2021, Regular Open Meeting of Council be adopted as circulated.

4. ADOPTION OF MINUTES AND RECEIPT OF COMMITTEE OF THE WHOLE

MINUTES

- A. THAT the minutes of the Regular Meeting of Council held August 16, 2021 be adopted; **(P. 10)**

AND FURTHER, that the minutes of the Committee of the Whole Meeting of Council held August 16, 2021 be received.

5. BUSINESS ARISING FROM THE MINUTES

6. GENERAL MATTERS

DELEGATION – NEURON MOBILITY (P. 32)

- A. Isaac Ransom, Head of Government Relations - Canada, Neuron Mobility, will provide Council with information and answer questions on the micro-mobility program in Vernon.

‘THAT Council receive the September 7, 2021 presentation from Isaac Ransom, Head of Government Relations – Canada, Neuron Mobility.’

DEVELOPMENT VARIANCE PERMIT APPLICATION FOR 5577 27th AVENUE AND HOUSING AGREEMENT FOR 5545 AND 5577 27th AVENUE (DVP00519) (P. 43)

- B. THAT Council support Development Variance Permit Application #DVP00519 to vary the following sections of Zoning Bylaw #5000 to allow for a five storey, 35 unit, non-profit rental apartment building for Vernon Native Housing Society to be constructed on Lot Pt 10, Plan B1827, DL 66, ODYD (5577 27th Avenue):

- a) to vary the minimum side yard setback on the north side of the property from 4.5m to 3.2m (Section 9.12.5);
- b) to vary the maximum side yard projections of decks on the north side of the property from 0.8m to 1.6m (Section 4.4.2);
- c) to vary the maximum building height from the lesser of 16.5m or 4.5 storeys to 16.6m and 5.0 storeys (Section 9.12.5);
- d) to vary the minimum number of required off-street parking spaces from 63 spaces to 22 spaces (Section 7.1.2, Table 7.1); and
- e) to vary the maximum number of small car parking spaces from 40% to 50% (Section 7.1.11).

AND FURTHER, that Council support of DVP00519 is subject to the following:

- a) That the site plan, floor plan, elevations, landscaping plan and traffic impact assessment generally noted as Attachments 2-6 contained in the report titled “Development Variance Permit for 5577 27th Avenue and Housing Agreement for 5545 And 5577 27th Avenue” dated August 27, 2021 and respectfully submitted by the Economic Development Planner be attached to and form part of DVP00519 as Schedule ‘A’;

AND FURTHER, that Council support entering into a housing agreement pursuant to Section 4.9 of Zoning Bylaw #5000 with the

Vernon Native Housing Society for two non-profit rental apartment buildings on Lot 1, Plan 5914, DL 66, ODYD (5545 27th Avenue) and Lot Pt 10, Plan B1827, DL 66, ODYD (5577 27th Avenue), subject to the following condition:

- a) that the terms and conditions of the housing agreement are those outlined in Attachment 9 contained in the report titled “Development Variance Permit for 5577 27th Avenue and Housing Agreement For 5545 And 5577 27th Avenue” dated August 27, 2021 and respectfully submitted by the Economic Development Planner;

AND FURTHER, that Council authorize the expenditure of up to \$278,040 for the payment of municipal Development Cost Charges for the development of a five storey, 35 unit, non-profit rental apartment building for Vernon Native Housing Society on Lot Pt 10, Plan B1827, DL 66, ODYD (5577 27th Avenue), funded by the Affordable Housing Reserve.

**Public Input –
DVP#00519**

- (i) Public Input on Development Variance Permit #00519 for Lot Pt 10, Plan B1827, DL 66, ODYD (5577 27th Avenue).

**Issuance of Permit –
DVP#00519**

- (ii) THAT the Corporate Officer be authorized to issue Development Variance Permit #00519 for Lot Pt 10, Plan B1827, DL 66, ODYD (5577 27th Avenue), once all conditions of Council are satisfied.

7. COUNCIL INQUIRIES

8. ADMINISTRATION UPDATES

**ADMINISTRATION
UPDATES
(0550-05)
(P. 147)**

- A. THAT Council receive the Administration Updates dated September 7, 2021, for information.

9. UNFINISHED BUSINESS

**MICROMOBILITY PILOT
(ELECTRIC KICK
SCOOTERS)
(8300-10)
(P. 150)**

- A. THAT Council receives for information the memorandum titled “Micromobility Pilot (Electric Kick Scooters)”, dated August 30, 2021 respectfully submitted by the Active Transportation Coordinator.

**KIN RACE TRACK
LANDS PLAN
PROCESS UPDATE
(6520-32)
(P. 153)**

- B. THAT Council authorize the expenditure of up to \$1,600,000 for Kin Race Track Park site analysis/policy review/scoping, public engagement phases, conceptual design, final plan preparation and detailed design to be funded by the Kin Race Track Park Reserve, as outlined in the memorandum titled “Kin Race Track Lands Plan Process Update” dated August 24, 2021, respectfully submitted by the Manager, Long Range Planning and Sustainability.

**SIDEWALK WORKS
CONTRIBUTION
AGREEMENT REFUND
PROCESS AND
PROGRESS
(2240-10)
(P. 156)**

- C. THAT Council receive the memorandum titled “Sidewalk Works Contribution Agreement Refund Process and Progress” dated August 18, 2021 and respectfully submitted by the Manager, Engineering Development Services, for information.

**LAKEVIEW WADING
POOL REVITALIZATION
PROJECT – DESIGN
(8000-02-03-06)
(P. 157)**

- D. THAT Council authorize Administration to proceed with the consultation and design work for the Lakeview Wading Pool Revitalization and Spray Park Project, as presented in the memorandum titled “Lakeview Wading Pool Revitalization Project – Design” dated August 31, 2021 and respectfully submitted by the Director, Recreation Services.

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

11. NEW BUSINESS

A. Correspondence:

**2022 RCMP BUDGET
(1700-02 (2022))
(P. 160)**

- (i) THAT Council receive the memorandum titled “2022 RCMP Budget” dated August 27, 2021 and respectfully submitted by the Director, Financial Services, for information.

**POLSON PARK FENCE
REMOVAL
(6100-14)
(P. 162)**

- (ii) THAT Council receive the memorandum titled “Polson Park Fence Removal” dated August 24, 2021, respectfully submitted by the Manager, Parks and Public Spaces;

AND FURTHER, that Council authorize the expenditure of up to \$10,000 to remove 170m of chain link fence in Polson Park located at the northeast side of the Oval and replace with large boulders spaced at 1.5m, to be funded by the 2020 Unexpended Uncommitted reserve.

**MARSHALL FIELDS –
RECONSTRUCTION OF
INFIELD DIAMONDS
(6100-14)
(P. 164)**

- (iii) THAT Council receive the memorandum titled “Marshall Fields – Reconstruction of Infield Diamonds” dated August 27, 2021, respectfully submitted by the Manager, Parks and Public Spaces;

AND FURTHER, That Council authorize the expenditure of up to \$10,000 to install additional infield shale and modify the irrigation system, to be funded by the 2020 Unexpended Uncommitted reserve.

**COUNCIL & STAFF
TRAVEL POLICY
AMENDMENTS
(1630-01)**

- (iv) THAT Council receive the memorandum titled “Council & Staff Travel Policy Amendments” dated August 27, 2021 respectfully submitted by Manager, Financial Operations;

(P. 167)

AND FURTHER, that Council authorize Administration to amend the Staff Travel Policy and the Travel and Expense Policy – Mayor, Council, Boards and Committees as follows:

- Deletion of all references to a mileage rate of \$0.52 per km;
- Deletion of the Standard Destination Distances schedule;
- Deletion of the 6:00 am – 6:00 pm time reference for meal per diem rates;
- Addition of time references for per diems as follows:
 - Breakfast - (leave before 6:00 am, return after 10:00 am)
 - Lunch - (leave before 10:00 am, return after 2:00 pm)
 - Dinner - (leave before 2:00 pm, return after 6:00 pm)
 - Incidental expense - (absent at least 24 consecutive hours or more)
- Addition of a definition for incidental expenses as follows:
 - Incidental expenses typically include such items as: metered parking where no receipt is available, small personal expenses, tips on meals or other snack foods and beverages (except alcohol).
- Change Section reference to indicate both policies are a Financial Services policy.
- Rearrange “Authorization to Travel” section in the Staff Travel Policy to the beginning of the policy.

**COUNCIL STRATEGIC
PLAN – PROPOSED
ACTION PLAN
2021/2022
(0530-05)
(P. 181)**

- (v) THAT Council endorse the proposed Action Plan 2021/2022 as attached to the memorandum titled *Council Strategic Plan – Proposed Action Plan 2021/2022* dated August 27, 2021 and respectfully submitted by the Director, Community Infrastructure and Development.

**AUTOMATED WASTE
COLLECTION UPDATE
(5360-05)
(P. 192)**

- (vi) THAT Council receive the memorandum titled “Automated Waste Collection Update” dated August 30, 2021, respectfully submitted by the Manager, Roads, Drainage and Airport, for information;

AND FURTHER, that Council direct Administration to report back to Council in June of 2022, following the commencement of the new Waste Collection Services contract.

B. Reports

**UBCM COMMUNITY
RESILIENCY
INVESTMENT
PROGRAM – 2022
FIRESMART
COMMUNITY FUNDING
& SUPPORTS
(1855-20)
(P. 198)**

- (i) THAT Council authorize Administration to apply for a \$150,000 grant from the “*UBCM Community Resiliency Investment Program – 2022 FireSmart Community Funding & Supports*”, as attached to the Report of the same titled, dated August 27, 2021 and respectfully submitted by the FireSmart Coordinator;

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

**HERITAGE
REVITALIZATION
AGREEMENT
APPLICATION FOR
2904 26th STREET
(HRA00007)
(P. 225)**

- (ii) THAT Council recognize Lots 5-6, Plan 327, Blk 20, Sec 34, Tp 9, Plan 327 (2904 26th Street) and the residential building thereon as having heritage value, based on the Conservation Plan – Statement of Significance, dated August 16, 2021 by Robert Inwood of Mainstreet Concept Design;

AND FURTHER, that Council support Application #HRA00007 to enter into a Heritage Revitalization Agreement with the owners of Lots 5-6, Plan 327, Blk 20, Sec 34, Tp 9, Plan 327 (2904 26th Street) to rehabilitate the exterior of the single detached house to its authentic historic Craftsman appearance and to allow the single detached house and property to be used for Health Services, subject to the Heritage Revitalization Agreement including, but not limited to, the following provisions:

- a) A term of six (6) years for the Health Services use, upon which time the permitted uses revert back to only those allowed under the applicable zoning of the property;
- b) Parking and bicycle parking requirements based on the Health Services use in Zoning Bylaw #5000 and as shown on the Site Plan, dated August 24, 2021, by 925R Design Inc;
- c) Landscaping and fencing requirements generally based on Zoning Bylaw #5000 and as shown on the Landscape Plan, dated August 24, 2021, by 925R Design Inc;
- d) Days and hours of operation for Health Services Use being restricted to Monday to Friday from 7 a.m. to 7 p.m.;
- e) That the Health Services use comply with the B.C. Building Code and with all relevant City of Vernon bylaws including, but not limited to, the Business License Bylaw, the Building and Plumbing Bylaw, the Zoning Bylaw, the

Sign Bylaw, the Good Neighbour Bylaw, the Landscape Maintenance Bylaw and the Traffic Bylaw;

- f) A Conservation Plan, dated August 16, 2021, by Mainstreet Concept Design including the following parts:
 - i. Part I – A description of the character, extent and nature of the heritage value of the subject property/residential building;
 - ii. Part II – The scope, timing and phasing of the rehabilitation work and stipulations for conservation measures and techniques to be used;
 - iii. Part III – The requirements for conserving and maintaining the improvements and features of the residential building;

AND FURTHER, that prior to adoption of Bylaw #5867 – A Bylaw to Enter into a Heritage Revitalization Agreement, the owners of Lots 5-6, Plan 327, Blk 20, Sec 34, Tp 9, Plan 327 (2904 26th Street) complete the following:

- a) Provision of parking based on the Health Services use in Zoning Bylaw #5000 and as shown on the Site Plan, dated August 24, 2021, by 925R Design Inc. A minimum of six (6) on-site parking spaces are required, three (3) of which must be permeable to ensure the total site coverage, including buildings, structures and impermeable surfaces, does not exceed 50%;
- b) Provision of bicycle parking based on the Health Services use in Zoning Bylaw #5000 and as shown on the Site Plan, dated August 24, 2021, by 925R Design Inc. A minimum of one (1) Class I bicycle parking space for employees and a minimum of two (2) Class II bicycle parking spaces for clients is required;
- c) Provision of landscaping (including irrigation) and fencing in general accordance with Zoning Bylaw #5000 and as shown on the Landscape Plan, dated August 24, 2021, by 925R Design Inc as follows:
 - i. A minimum 1.5-metre-wide vegetative landscape buffer (Level 1) shall be provided along the front of the proposed parking area, along the south lot line from the rear lot line to the southwest corner of the building and along the south side lot line from the front lot line to the southeast corner of the building;

ii. Fencing shall be provided along the south side lot line from the rear lot line to the southeast corner of the building; and

d) Completion of Stage 1 – Year 1 rehabilitation works outlined in Part 2 of the Conservation Plan, dated August 16, 2021, by Mainstreet Concept Design.

**REFUSE COLLECTION
BYLAW #3148 AND
FEES AND CHARGES
BYLAW #3909
(5360-05)
(P. 259)**

(iii) THAT Council receive the report titled “Refuse Collection Bylaw #3148 and Fees and Charges Bylaw #3909” dated August 24, 2021, respectfully submitted by the Manager, Roads Drainage and Airport;

AND FURTHER, that Council approve the amendments to the to the Refuse Bylaw #3148, as shown in red on Attachment A, included in the report titled “Refuse Collection Bylaw #3148 and Fees and Charges Bylaw #3909” dated August 24, 2021;

AND FURTHER, that Council approve the amendments to Schedule A of the Fees and Charges Bylaw #3909, as shown in red on Attachment B, included in the report titled “Refuse Collection Bylaw #3148 and Fees and Charges Bylaw #3909” dated August 24, 2021.

12. LEGISLATIVE MATTERS

A. Bylaws:

ADOPTION

- 5790

(i) THAT Bylaw #5790, “**5577 27th 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 **adopted.** \ (P. 292)

- Memo dated August 27, 2021 from the Economic Development Planner, “5577 27th Avenue Rezoning Amendment Bylaw Number 5790, 2019”, re: request for approval. (P. 295)

- 5862

(ii) THAT Bylaw #5862, “**Emergency Program Regulatory Bylaw Number 5862, 2021**” - a bylaw to develop and implement plans for emergencies and disasters in the City pursuant to the *Emergency Program Act*, R.S.B.C. 1996, c. 111, be **adopted.** (P. 301)

- 5868

(iii) THAT Bylaw #5868, “**2600 35th Street Housing Agreement Bylaw No. 5868, 2021**” - a bylaw to authorize a housing agreement, be **adopted.** (P. 308)

**FIRST, SECOND &
THIRD READINGS**

- 5871

(iv) THAT Bylaw #5871, “**Refuse Collection (Automated Garbage Collection) Amendment Bylaw Number 5871, 2021**” – a bylaw to amend Refuse Collection Bylaw Number 3148 to include provisions for automated garbage collection, be read a first, second and third time. (P. 316)

- 5872

(v) THAT Bylaw #5872, “**Fees and Charges (Household Refuse Carts) Amendment Bylaw Number 5872, 2021**”, a bylaw to amend Fees and Charges Bylaw Number 3909 to amend fees for cost recovery of new or damaged carts, be read a first, second and third time. (P. 329)

13. COUNCIL INFORMATION UPDATES

A. Mayor and Councillors Reports.

14. INFORMATION ITEMS

A. Minutes from the following Committees of Council:

(i) Affordable Housing Advisory, January 13, 2021 (P. 331)

(ii) Advisory Planning, June 29, 2021 (P. 335)

(iii) Advisory Planning, July 20, 2021 (P. 344)

(iv) Tourism Commission, August 21, 2021 (P. 349)

B. Letter dated August 19, 2021 from Krystin Kempton, President, Greater Vernon Chamber of Commerce, re: Permanent, paid sick leave. (P. 355)

C. Letter dated August 31, 2021 from R. Garry Rayner, Vernon Coldstream Co-Chair Organizer, B.C. Annual Food Drive re: Food Drive on September 25, 2021. (P. 357)

CLOSE

15. CLOSE OF MEETING