



"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

FEBRUARY 14, 2022

AT 8:40 AM

All Council meetings will be conducted under the provisions of the Provincial Health Officer's Orders:

- *Face Coverings (COVID-19) – December 3, 2021.*

Masks are mandatory for in-person attendance to Council meetings. Please note capacity is limited and is available on a first come, first served basis. A hand-washing and/or sanitizing station will 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

LAND ACKNOWLEDGEMENT

- A.** 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.

2. MOVE TO COMMITTEE OF THE WHOLE

3. RECONVENE REGULAR MEETING AND 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:

- (1)(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;
- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;

- (g) litigation or potential litigation affecting the municipality;
 - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
 - (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;
- (2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

4. RECONVENE OPEN COUNCIL MEETING AT 1:30 PM

**LAND
ACKNOWLEDGEMENT**

- A. 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

- B. THAT the Agenda for the February 14, 2022, Regular Open Meeting of Council be adopted as circulated.

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

**MINUTES
(P. 8)**

- A. THAT the minutes of the Regular Meeting of Council held January 24, 2022 be adopted;

AND FURTHER, that the minutes of the Committee of the Whole Meeting of Council held January 24, 2022 be received.

6. BUSINESS ARISING FROM THE MINUTES

7. GENERAL MATTERS

**PRESENTATION –
RCMP QUARTERLY
REPORT
(7400-30)
(P. 20)**

- A. Supt. Shawn Baher, OIC, RCMP, will provide the Fourth Quarter Report for 2021.

THAT Council receives the RCMP 4th Quarter Report (October to December 2021), as provided by Supt. Shawn Baher, OIC, RCMP, at the February 14, 2022 Regular Council Meeting.

**PRESENTATION –
TOURISM COMMISSION
ANNUAL UPDATE
(0540)**

- B. 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 Claus Larsen, Chairperson, at the February 14, 2022 Regular Council Meeting.

8. COUNCIL INQUIRIES

9. ADMINISTRATION UPDATES

**ADMINISTRATION
UPDATES
(0550-05) (P. 43)**

- A. THAT Council receive the Administration Updates dated February 14, 2022, for information.

10. UNFINISHED BUSINESS

**WASTE COLLECTION
SERVICES –
RESIDENTIAL
ORGANICS CART
PURCHASE
(5360-05)
(P. 44)**

- A. THAT Council receive the memo titled “Waste Collection Services – Residential Organics Cart Purchase”, dated February 2, 2022, respectfully submitted by the Manager, Roads, Drainage and Airport;

AND FURTHER, that Council authorize the expenditure of up to \$1,100,000 for the purchase of organics collection carts and kitchen catchers, to be funded 1/3 by the Climate Action Revolving fund and 2/3 by the CleanBC Organics Infrastructure and Collection Program grant.

**ZONING BYLAW 5000
TEXT AMENDMENT TO
FENCE REGULATIONS
(6450)
(P. 49)**

- B. THAT Council support an amendment to Zoning Bylaw 5000 by adding the following wording to Section 6.5.7: “No fence shall have pickets or finials extending above a horizontal rail” as outlined in the report titled “Zoning Bylaw 5000 Text Amendment to Fence Regulations” dated February 1, 2022 and respectfully submitted by the Manager, Current Planning;

AND FURTHER, that Council direct Administration to waive a public hearing for “Zoning Text (Fence Regulations) Amendment Bylaw 5890, 2022”.

**KIN RACE TRACK
ATHLETIC PARK
DEVELOPMENT
PROCESS
(6520-32)
(P. 55)**

- C. THAT Council support the revised process and timeline for the development of the Kin Race Track Athletic Park as outlined in the report titled “Kin Race Track Athletic Park Development Process” dated February 1, 2022 and respectfully submitted by the Manager, Long Range Planning and Sustainability and the Long Range Planner.

**PROPOSED
AMENDMENTS TO
ELECTION
PROCEDURE BYLAW
3971
(3900-01)
(P. 58)**

- D. THAT Council direct Administration to bring forward for readings, the proposed amendments to 'Election Procedure Bylaw Number 3971, 1993' as outlined in the memorandum titled "Proposed Amendments to Election Procedure Bylaw 3971" dated January 27, 2022 and respectfully submitted by the Manager, Legislative Services.

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

12. NEW BUSINESS

**RECREATION
SERVICES – 2021
MAJOR MAINTENANCE
PROJECTS
(8215-2021)
(P. 67)**

- A. THAT Council receive the memorandum titled "Recreation Services – 2021 Major Maintenance Projects" and the accompanying PowerPoint presentation, dated February 4, 2022 respectfully submitted by the Manager, Recreation Facilities.

**UBCM COMMUNITY
EMERGENCY
PREPAREDNESS FUND
– 2022 EMERGENCY
SUPPORT SERVICES
(1855-20)
(P. 76)**

- B. THAT Council authorize Administration to apply for a \$25,000 grant from the "*UBCM Community Emergency Preparedness Fund - 2022 Emergency Support Services*", as attached to the report of the same title, dated February 4, 2022 and respectfully submitted by the Emergency Program Coordinator;

AND FURTHER, that Council authorize the Administration to assume overall grant management should the grant application be successful.

**TOURISM VERNON
2022 TACTICAL
MARKETING PLAN
(6900-01)
(P. 85)**

- C. THAT Council support the "2022 Tactical Marketing Plan" as recommended by the Tourism Commission and attached to the report titled "Tourism Vernon 2022 Tactical Marketing Plan" dated February 1, 2022 and respectfully submitted by the Manager, Tourism.

**2022 – 2023
SUSTAINABILITY
GRANTS PROGRAM
(5280-03)
(P. 109)**

- D. THAT Council renew the Sustainability Grant Program as described in the memorandum titled "2022 – 2023 Sustainability Grants Program" dated February 1, 2022 and respectfully submitted by the Manager, Long Range Planning and Sustainability.

**COMPOST BIN
PROGRAM 2022
(5280-03)
(P. 111)**

- E. THAT Council direct Administration to implement a modified compost bin program in 2022 as outlined in the report titled "Compost Bin Program 2022" dated February 1, 2022 and respectfully submitted by the Manager, Long Range Planning and Sustainability and the Manager, Roads, Drainage and Airport;

AND FURTHER, that Council approve the expenditure of up to \$15,000 from the Climate Action Revolving Fund to support the Compost Bin Program in 2022.

**2023 – 2027 FINANCIAL
PLAN SCHEDULE
(1700-02)
(P. 122)**

- F. THAT Council approve the 2023-2027 Financial Plan timeline as set forth in the memorandum titled “2023-2027 Financial Plan Schedule”, dated January 28, 2022 and respectfully submitted by the Director, Financial Services;

AND FURTHER, that Council approve a Special Meeting of Council held at Lakers Clubhouse on Thursday, June 9, 2022 to review the progress of the 2019-2022 Strategic Plan, review the issues influencing the 2023-2027 Financial Plan and receive the May 2022 public survey results;

AND FURTHER, that Council approve Special Meetings of Council to be held on December 5 and 6, 2022 to deliberate the 2023-2027 Proposed Financial Plan.

**CITIZEN
REMUNERATION
REVIEW COMMITTEE
(0570-06)
(P. 125)**

- G. THAT Council requests Mayor Cumming and the Chief Administrative Officer to bring forward a recommendation of three members of the public, with at least one member having previous elected municipal government experience, to be considered for appointment to the Citizen Remuneration Review Committee;

AND FURTHER, that Council directs the Citizen Remuneration Review Committee to review Council remuneration as per the Council Remuneration Policy and report back to Council on August 15, 2022 with a recommendation for consideration in the 2023 budget.

**BOUNDARY
EXTENSION, ORDER IN
COUNCIL NO. 422, 5849
SILVER STAR ROAD
(BX SCHOOL)
(3370-20-32, ANX00026)
(P. 132)**

- H. THAT Council receives for information the memorandum titled “Boundary Extension, Order In Council No. 422, 5849 Silver Star Road (BX School)”, dated February 2, 2022 and respectfully submitted by the Manager, Legislative Services.

**SOUTHERN INTERIOR
LOCAL GOVERNMENT
ASSOCIATION (SILGA)
REQUEST FOR
REPRESENTATIVE –
2023 CONVENTION
PLANNING
(0360-20-25)
(P. 141)**

- I. THAT Council directs Administration to advise the Southern Interior Local Government Association that Councillor Mund will represent the City on the 2023 Convention Planning Committee as outlined in the memorandum titled “Southern Interior Local Government Association (SILGA) Request for Representative – 2023 Convention Planning” dated January 31, 2022 and respectfully submitted by the Manager, Legislative Services.

13. LEGISLATIVE MATTERS**A. Bylaws:****ADOPTION**

- 5884

- (i) THAT Bylaw 5884, “**Fees and Charges (Retail Cannabis Application and Licensing Fees) Amendment Bylaw 5884, 2022**”, a bylaw to amend Fees and Charges Bylaw Number 3909, 1993 to reduce retail cannabis application and licensing fees be **adopted**. (P. 142)

**FIRST, SECOND &
THIRD READINGS**

- 5885

- (ii) THAT Bylaw 5885, “**Subdivision and Development Servicing (Sections 1 through 9) Amendment Bylaw 5885m 2022**”, a bylaw to adjust the minimum triggering threshold and maximum potential value for offsite works and servicing requirements, be read a first, second and third time. (P. 144)

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

- 5886

- (iii) THAT Bylaw #5886 “**Official Community Plan (Development Permit Guidelines) Text Amendment Bylaw Number 5886, 2022**”, a bylaw to amend ‘Official Community Plan Bylaw Number 5470, 2013’ to change the dollar value for an exemption to the Development Permit requirements and Development Permit Minor requirements from \$50,000 to \$200,00, be **read a first and second time**;

AND FURTHER, that the Public Hearing for Bylaw 5886 be scheduled for **Monday, March 14, 2022 at 5:30 pm** in the Council Chambers. (P. 173)

- Memo dated February 1, 2022 from the Long Range Planner re: Bylaw Revisions for Proposed Amendments to Official Community Plan Development Permit Guidelines (P. 175)

14. COUNCIL INFORMATION UPDATES**A. Mayor and Councillors Reports.****15. INFORMATION ITEMS****A. Letter dated January 20, 2022 from Keelan Murtagh, Executive Director, Downtown Vernon Association (DVA) re: Crime Prevention and Security Camera Grant Program. (P. 178)**

- Email response from Mayor Cumming dated January 27, 2022 to the DVA’s Executive Director’s email of January 25, 2022 (P. 179)

- B. Letter dated January 20, 2022 from Robin Cardew, President, Greater Vernon Chamber of Commerce re: Government engagement with business and disclosure of data **(P. 181)**
- C. Letter dated January 27, 2022 from Kim Tvergyak, Deputy Municipal Clerk, District of Coldstream re: Okanagan Regional Library: Library Sunday Openings Request for Funding **(P. 183)**
- D. Letter dated January 28, 2022 from Robin Cardew, President, Greater Vernon Chamber of Commerce re: Reopening B.C.'s event sector **(P. 184)**
- E. Letter dated January 28, 2022 from Gina McKay, Mayor, District of Stewart re: BC Wildfires Petition – Letter of Support **(P. 186)**
- F. Minutes from the following Council Committee:
 - i) Economic Development Advisory, October 14, 2021 **(P. 187)**

RECESS**16. RECESS MEETING****NOTES:**

A Public Hearing is scheduled to be held at the **City of Vernon Council Chambers** at **5:30 PM** for:

“4408 25th Street Rezoning Amendment Bylaw Number 5883, 2022”

THIRD READING

- **5883**

17. THAT Bylaw #5883 **“4408 25th Street Rezoning Amendment Bylaw Number 5883, 2022”**, a bylaw to rezone land from “R5 – Fourplex Housing Residential” to “R4 – Small Lot Residential” in order to CONSTRUCT single family bare land strata development, be **read a third time. (P. 197)**

CLOSE**18. CLOSE OF MEETING**

THE CORPORATION OF THE CITY OF VERNON

**MINUTES OF A REGULAR OPEN MEETING OF COUNCIL
HELD JANUARY 24, 2022**

PRESENT: Mayor V. Cumming

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

Staff: W. Pearce, Chief Administrative Officer
P. Bridal, Deputy Chief Administrative Officer
K. Poole, Director, Community Safety, Lands and Safety
K. Austin, Manager, Legislative Services
J. Nicol, Deputy Corporate Officer
C. Poirier, Manager, Communications & Grants
D. Law, Director, Financial Services
J. Rice, Director, Operation Services
K. Flick, Director, Community Infrastructure & Development
D. Ross, Director, Recreation Services
L. Walker, Manager, Customer Service - Recreation
S. Melenko, Information Tech. 1

Others: Media and Members of the Public

Mayor Cumming called the Regular Open meeting to order at 8:40 am.

**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.*

Mayor Cumming requested a motion to move to Committee of the Whole.

Moved by Councillor Gares, seconded by Councillor Durning:

THAT Council move to the Committee of the Whole meeting.

CARRIED

Mayor Cumming reconvened the Regular Open meeting at 8:43 am and requested a motion to move to In Camera.

**RESOLUTION TO
CLOSE MEETING**

Moved by Councillor Fehr, seconded by Councillor Durning:

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

- (1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Mayor Cumming called the Regular Open meeting back to order at 1:30 pm.

PRESENT: Mayor V. Cumming

Councillors: S. Anderson, T. Durning, K. Fehr,
K. Gares, A. Mund, B. Quiring

Staff: W. Pearce, Chief Administrative Officer
P. Bridal, Deputy Chief Administrative Officer
K. Poole, Director, Community Safety, Lands and Administration
K. Austin, Manager, Legislative Services
J. Nicol, Deputy Corporate Officer
C. Poirier, Manager, Communications and Grants
D. Law, Director, Financial Services
K. Flick, Director, Community Infrastructure & Development
D. Ross, Director, Recreation Services
J. Rice, Director, Operation Services
M. Faucher, Current Planner
L. Cordell, Manager, Long Range Planning & Sustainability
B. Everdene, Long Range Planner
C. Broderick, Manager, Current Planning
D. Lees, Manager, Protective Services
S. Knuhtsen, Manager, Building & Licencing
E. Croy, Transportation Planner
K. Kryzsak, Manager, Parks & Public Places Maintenance
S. Wright, Manager, Community Recreation
L. Walker, Manager, Customer Service – Recreation
G. Lefebvre, Manager, Aquatics
S. Melenko, Information Tech.

Others: Media and Members of the Public

**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.

ADOPTION OF THE AGENDA

**APPROVAL OF ITEMS
LISTED ON THE
AGENDA**

Moved by Councillor Gares, seconded by Councillor Durning:

THAT the agenda for the January 24, 2022 Regular Open meeting of the Council of The Corporation of The City of Vernon be amended:

- 1. SEE ITEM – 7.A. (i) General Matters – Public Input –**
Development Variance Permit 00464 for 4300 35th Avenue

- Email dated January 21, 2022 from Sylvia Herchen
- Email dated January 24, 2022 from Ingrid Kraus

CARRIED**ADOPTION OF MINUTES****COUNCIL MEETINGS**

Moved by Councillor Gares, seconded by Councillor Fehr:

THAT the minutes of the Regular Meeting of Council held January 10, 2022 be adopted;

AND FURTHER, that the minutes of the Public Hearing held on January 10, 2022 be adopted;

AND FURTHER, that the minutes of the Committee of the Whole Meeting of Council held January 10, 2022 be received.

CARRIED**BUSINESS ARISING FROM THE MINUTES****GENERAL MATTERS****DEVELOPMENT
VARIANCE PERMIT
APPLICATION #00464 –
4300 35th AVENUE
(DVP000464)**

Moved by Councillor Fehr, seconded by Councillor Durning:

THAT Council support Development Variance Permit application 00464 (DVP00464) to vary the following section of Zoning Bylaw #5000 to permit the construction of a residential development on LT A DL70 ODYD PL KAP68832 Except PL KAP80911 (4300 35th Avenue):

- a) Section 9.10.6 maximum height is the lesser of 10m or 2.5 storeys to 10m or 3 storeys;

AND FURTHER, that Council's support of DVP00464 is subject to the following:

- a) the site plan and building elevations illustrating the general siting and height of the proposed development (Attachment 1 and Attachment 2) in the report titled "Development Variance Permit Application for 4300 35th Avenue" dated January 12, 2022 and respectfully submitted by the Current Planner, be attached to and form part of DVP00464.

**Public Input
DVP00464**

The Corporate Officer advised that two 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 00464.

1. Sylvia Herchen

- Speaking on behalf of the owner
- 2 ½ years ago developer invited owner to come to a meeting regarding potential development, since then there have been no meetings or information
- There has been no discussion on the location of roads
- There are a number of people that trespass on the farm where she lives
- Feels that she received inadequate information in the mailout
- How does this fit into the Official Community Plan (OCP)?
- **A. Administration** advised that there was an OCP and Zoning request that went through the public hearing process as per the *Local Government Act*. This request being considered is for a height variance.

2. Jeff Hunkin

- Lives directly below development
- Lands on 30th Avenue are part of a land assembly for future development. Will there be height restrictions as a result of this variance?
- He is also speaking on behalf of a senior lady that lives on the corner of 30th Avenue and 32nd Street. This lady has worked with the City to dedicate a piece of property required for the corner. If there is a north south connection as part of this development – would this lady be required to give up more property?
- **A. Administration** advised that height restriction requirements would not be added to future development on 30th Avenue. In regard to the corner of 30th Avenue and 32nd Street, access for this development will be off of Turtle Mountain Blvd.

Mayor Cumming called a second time for representation from the public, and there being none, Mayor Cumming called a third and final time for representation from the public and there being none, Mayor Cumming closed the Public Input for DVP00464.

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

**Issuance of Permit
DVP00464**

Moved by Councillor Quiring, seconded by Councillor Mund:

THAT the Corporate Officer be authorized to issue Development Variance Permit 00464 (DVP00464) on LT A DL70 ODYD PL KAP68832 Except PL KAP80911 (4300 35th Avenue) to vary Zoning Bylaw #5000, Section 9.10.6 maximum height is the lesser of 10m or 2.5 storeys to 10m or 3 storeys in order to permit the construction of a

residential development, once all conditions of Council are satisfied.

CARRIED

COUNCIL INQUIRIES

UNSAFE PREMISES

Council inquired if there are bylaws regarding health inspections, following a raid of a home by the RCMP. **A. Admin.** advised the City has Safe Premises Bylaw 5178, regulated through the Building Department. If there have been unsafe alterations, the house can be deemed as 'do not occupy' and require a 'Schedule C' before occupancy can resume. If the RCMP were to contact the Building Department regarding safety concerns, a Building Inspector would assist.

ILLEGAL ACTIVITY

Council inquired regarding a downtown apartment complex and drug activity near a Turning Points Collaborative building. **A. Admin.** advised that there have been neighbourhood meetings with residents, staff and the RCMP to address these concerns. The individual who organized the meetings has reported an improvement in issues and that they will notify the RCMP if illegal activities are witnessed.

ADMINISTRATION UPDATES

**ADMINISTRATION
UPDATES
(0550-05)**

Moved by Councillor Mund, seconded by Councillor Fehr:

THAT Council receive the Administration Updates dated January 24, 2022 for information.

CARRIED

UNFINISHED BUSINESS

**KIN RACE TRACK
CONCEPT PLANS
(6520-32)**

Moved by Councillor Anderson, seconded by Councillor Gares:

THAT Council direct Administration to remove affordable housing from the Kin Race Track Lands Concept Plans.

CARRIED, with Mayor Cumming, Councillors Fehr and Durning opposed

Moved by Mayor Cumming, seconded by Councillor Quiring:

THAT Council direct Administration to ensure Wetland Area Trail Network #7 with a connecting road link (with bridge) be included in the Kin Race Track Lands Concept Plans.

CARRIED

Moved by Mayor Cumming, seconded by Councillor Quiring:

THAT Council direct Administration to include a site for the Active Living Centre in all future Kin Race Track Lands Concept Plans.

CARRIED

Moved by Councillor Quiring, seconded by Councillor Gares:

THAT Council direct Administration to ensure the Kin Race Track Lands Concept Plans include a third sheet of ice at Kal Tire and an outside skating rink with potential heat capture.

CARRIED

Councillor Anderson left at 3:27 pm, returned at 3:29 pm.

Moved by Councilor Mund, seconded by Councillor Quiring:

THAT Council direct Administration ensure the Kin Race Track Lands Concept Plans include two artificial turf playing fields, a skate park and a domed facility of 100,000 square feet (field house).

CARRIED

Moved by Mayor Cumming, seconded by Councillor Mund:

THAT Council direct Administration ensure Kin Race Track Lands Concept Plans include outdoor courts for uses including, but not limited to basketball, pickleball, hard surface sports and wheelchair sports.

CARRIED

Councillor Fehr left the meeting at 3:34 pm and returned at 3:36 pm.

Moved by Mayor Cumming, seconded by Councillor Gares:

THAT Council direct Administration ensure the Kin Race Track Lands Concept Plans include a dog park, continuous walking trail and public washrooms.

CARRIED

Moved by Councillor Quiring, seconded by Councillor Gares:

THAT Council direct Administration ensure Kin Race Track Lands Concept Plans include a continuous ingress and egress for Road A to Old Kamloops Road.

CARRIED

Councillor Quiring left the meeting at 3:47 pm.

Moved by Councillor Gares, seconded by Councillor Durning:

THAT Council direct Administration to include two ball diamonds in the Kin Race Track Lands Concept.

CARRIED

Councillor Quiring returned to the meeting at 3:51 pm.

**RETAIL CANNABIS
LICENSING
REGULATIONS AND
SENSITIVE USES
(4330-01)**

Moved by Councillor Mund, seconded by Councillor Gares:

THAT Council direct Administration to bring forward the following amendment bylaws for Council's consideration at the February 14, 2022 Regular Meeting of Council as outlined in the report titled "Retail Cannabis Licensing Regulations and Sensitive Uses" dated January 11, 2022 and respectfully submitted by the Current Planner:

- a) Amend Zoning Bylaw #5000 to include a 500m proximity buffer prohibition on retail cannabis stores from other retail cannabis stores (not to apply in Business Improvement Areas 1 and 2) and a 250m proximity buffer prohibition from K to 12 schools;
- b) Amend Delegation of Authority Bylaw #5727 to include the delegation of Council's authority to make recommendations and comments on provincial applications for a retail cannabis store licence in response to referrals provided by the Liquor and Cannabis Regulation Branch; and
- c) Amend Business Licence Bylaw #5480 to include a lapse provision for applications that are not active for a period of twenty-four months.

CARRIED**MATTERS REFERRED**

**DECLASSIFIED MOTIONS FROM THE IN CAMERA MEETING HELD
DECEMBER 13, 2021:**

**GREATER VERNON
MINOR HOCKEY
ASSOCIATION –
FACILITIES USE
AGREEMENT
(7800-03)**

'THAT Council endorse the terms of the Facilities Use Agreement between Greater Vernon Minor Hockey and the City of Vernon, as substantially presented in the memorandum dated November 24, 2021 from the Director, Recreation Services titled "Greater Vernon Minor Hockey Association – Facilities Use Agreement";

AND FURTHER, that Council authorize the Mayor and Corporate Officer to execute the Facilities Use Agreement with the Greater Vernon Minor Hockey Association for a term of ten (10) years as substantially presented;

AND FURTHER, that Council declassifies the resolution from In Camera after the fully executed Facilities Use Agreement has been signed by all parties.'

**DECLASSIFIED MOTIONS FROM THE IN CAMERA MEETING HELD
JANUARY 10, 2022:**

**AFFORDABLE
HOUSING ADVISORY
COMMITTEE
MEMBERSHIP
(0540-20)**

'THAT Council appoint Catherine Lord as the Seniors representative on the Affordable Housing Advisory Committee;

AND FURTHER, that this appointment to the Affordable Housing Advisory Committee be declassified and removed from In Camera once both applicants have been notified of the appointment.'

**DECLASSIFIED MOTIONS FROM THE IN CAMERA MEETING HELD
JANUARY 24, 2022:**

**SPORT FLOORING
(7700)**

'THAT Council directs Administration to investigate and report back on acquiring sport flooring (both rental and purchase options) including a source(s) of funding, for the February 14, 2022 In Camera meeting;

AND FURTHER, that the chosen sport flooring be acceptable to the B.C. Lacrosse Association, for installation in Kal Tire Place North Arena prior to the B.C. Lacrosse Association Bantam Minor Box Lacrosse Provincial Championships in July 2022.'

NEW BUSINESS

**RECREATION
SERVICES – 2021
FOURTH QUARTER
REPORT
(6750-20)**

Moved by Councillor Gares, seconded by Councillor Anderson:

THAT Council receive the memorandum titled "Recreation Services – 2021 Fourth Quarter Report" and the accompanying presentation, dated January 14, 2022 and respectfully submitted by the Manager, Customer Service - Recreation.

CARRIED

Councillor Anderson declared a conflict of interest as he is working with the contractor involved in construction of the Child Care Space Project. Councillor Anderson left the meeting at 4:16 pm.

**CHILD CARE SPACE
CREATION PROJECTS**

Moved by Councillor Gares, seconded by Councillor Mund:

**PROGRESS – JANUARY
(8215-05)**

THAT Council receive for information the memo titled “Child Care Space Creation Projects Progress – January”, dated January 14, 2022 and respectfully submitted by the Manager, Community Recreation.

CARRIED

Councillor Anderson returned to the meeting at 4:20 pm.

**REQUEST FOR
AUTHORIZATION – ICE
RESURFACERS
CONVERSION GRANT
(7800-01)**

Moved by Councillor Gares, seconded by Councillor Fehr:

THAT Council authorize Administration to apply to the CleanBC Commercial Vehicle Pilot Program for the electric conversion of two ice resurfacers, funded in part by the grant of up to \$45,333, as outlined in the memorandum titled “Request for Authorization – Ice Resurfacers Conversion Grant” dated January 12, 2022 and respectfully submitted by the Manager, Recreation Operations;

AND FURTHER, that should the grant application be successful, Council approve the funding of the remaining cost of the ice resurfacers conversion, of up to \$90,667, from the Recreation Equipment & Vehicle Replacement Fund.

CARRIED

Councillor Mund declared a conflict of interest as he sits on the Kindale Board of Directors. Councillor Fehr declared a conflict as he sits on a Board being considered for award of the Kindness Meter funds. Both Councillors left the meeting at 4:21 pm.

**DISTRIBUTION OF
CHARITABLE FUNDS –
2021 KINDNESS
METERS DONATIONS
(4000-01-2022)**

Moved by Councillor Gares, seconded by Councillor Quiring:

THAT Council directs Administration to forward the proceeds in the amount of \$318.91 obtained from the Kindness Meter program for the calendar year 2021 to the People Place.

CARRIED

Councillors Mund and Fehr returned at 4:22 pm.

**2021 YEAR END
OVERTIME SUMMARY
(1610-06)**

Moved by Councillor Gares, seconded by Councillor Quiring:

THAT Council receive the memorandum titled “2021 Year End Overtime Summary” dated January 14, 2022 and respectfully submitted by the Director, Financial Services for information.

CARRIED

**SEMI-ANNUAL GRANTS
UPDATE: JANUARY –
DECEMBER 2021
(1855-21)**

Moved by Councillor Fehr, seconded by Councillor Durning:

THAT Council receive the memorandum titled “Semi-Annual Grants Updated: January – December 2021” dated January 13, 2022, respectfully submitted by the Manager, Communications and Grants.

CARRIED

**2022 GENERAL LOCAL
ELECTIONS:
APPOINTMENT OF
ELECTION OFFICERS
(4200-2022)**

Moved by Councillor Anderson, seconded by Councillor Fehr:

THAT Council appoint Keri-Ann Austin as the Chief Election Officer and Janice Nicol as the Deputy Chief Election Officer in order to conduct the 2022 General Local Elections;

AND FURTHER, that Council direct Administration to suspend enforcement of section 4 of Sign Bylaw #4489 as shown below, during the 2022 General Local Elections campaign period September 17 to October 15, 2022, unless there are safety or liability issues apparent:

‘4. *Signs Permitted in all Zones*

g) *Political Signs provided that such signs:*

iii) *are not placed on any dedicated road allowance or lands owned by any government.’*

CARRIED with Councillors Mund and Quiring opposed

**PROPOSED
AMENDMENTS TO
OFFICIAL COMMUNITY
PLAN DEVELOPMENT
PERMIT GUIDELINES
(6480-04)**

Moved by Councillor Gares, seconded by Councillor Quiring:

THAT Council support in principle an amendment to the Official Community Plan Bylaw #5470 that would change the dollar value for an exemption to the Development Permit requirements and Development Permit Minor requirements from \$50,000 to \$200,000 as outlined in the report titled “Proposed Amendments to Official Community Plan Development Permit Guidelines” dated January 11, 2022 and respectfully submitted by the Long Range Planner, and direct Administration to bring forward the proposed amendment for its consideration to the Regular Meeting of February 14, 2022.

CARRIED

**AMENDMENT OF
SUBDIVISION AND
DEVELOPMENT
SERVICING BYLAW
3843, SECTIONS 1
THROUGH 9
(6455)**

Moved by Councillor Quiring, seconded by Councillor Gares:

THAT Council support the proposed amendments to Subdivision and Development Servicing Bylaw #3843, Section 1 through 9 as outlined in the report titled “Amendment of Subdivision and Development Servicing Bylaw #3843, Sections 1 through 9” dated January 10, 2022 and respectfully submitted by the Manager, Engineering Development Services.

CARRIED

LEGISLATIVE MATTERS

Bylaws:

**ADOPTION
5873**

Moved by Councillor Mund, seconded by Councillor Anderson:

THAT Bylaw 5873, “**Fees and Charges (Refuse Collection and Recycling) Amendment Bylaw Number 5873, 2022**”, a bylaw to amend Fees and Charges Bylaw Number 3909, 1993 for fees for refuse collection and recycling, be **adopted**.

CARRIED

**FIRST, SECOND AND
THIRD READING**

- 5884

Moved by Councillor Gares, seconded by Councillor Durning:

THAT Bylaw 5884, “**Fees and Charges (Retail Cannabis Application and Licensing Fees) Amendment Bylaw 5884, 2022**”, a bylaw to amend Fees and Charges Bylaw Number 3909, 1993 to reduce retail cannabis application and licensing fees be **read a first, second and third time**.

CARRIED

COUNCIL INFORMATION UPDATES

Councillor Quiring:

- No report

Councillor Durning:

Attended:

- Send congratulations North Okanagan arts Council for increase in attendance at Artsolutely

Councillor Fehr:

Attended:

- Greater Vernon Advisory Committee (GVAC)
- Downtown Vernon Association meeting
- Housing Action Team

Councillor Gares:

Attended:

- Regional District of North Okanagan (RDNO)
- Regional Growth meeting
- 62nd Winter Carnival occurring soon

Councillor Anderson:

- No report

Councillor Mund:

- Please support Winter Carnival

Mayor Cumming:

Attended:

- Beach Radio interview
- Discussion with developer
- GVAC
- Okanagan Indian Band Working Group
- Strategic Planning session with School District 22
- Tourism Commission
- Participated in Shop Local ad
- RDNO
- Economic Development Advisory Committee

INFORMATION ITEMS

Council received the following information item:

- A. Minutes from the following Council Committee:
 - i) Tourism Commission, December 15, 2021

CLOSE

Mayor Cumming closed the Regular Open Meeting of the Council of the Corporation of the City of Vernon at 4:37pm.

CERTIFIED CORRECT:

Mayor

Corporate Officer



VERNON NORTH OKANAGAN DETACHMENT

4th Quarter (October to December) 2021

QUARTERLY POLICING REPORT

Committed to preserve the peace, uphold the law and provide quality service in partnership with our communities.

Superintendent Shawna BAHER
Officer in Charge

POLICING ACTIVITY REPORT ~ 4th Quarter 2021

The Vernon North Okanagan Detachment continues to focus on the priorities of Enhanced Public Safety, Community Connections and Road Safety. To support our plan, we have implemented various initiatives including prolific and priority offender management, increased police visibility and traffic enforcement. One method used to track our performance is to compare crime statistics with the same quarter from the previous year. Featured at the end of the report is a statistical sampling of the 15 most commonly reported Crime Codes that have the greatest impact on communities for each specific area. The statistics reflect monthly totals for October to December 2021 with comparisons from the same quarter of the previous year. This report is a synopsis of some of the recent investigations conducted by the Vernon North Okanagan Detachment and does not reflect all the tasks our police officers are working on, nor does it include information that could impact the integrity of ongoing police investigations.

COMMUNITY EVENTS



Front line officers took part in the Vernon Food Drive alongside the Coldstream Fire Department where over 1100 pounds of food was collected in just over an hour and a half.

Front line officers also attended the Enderby and District Senior Citizens Complex and served a holiday lunch. This well attended event brings in senior citizens from various local communities and is an enjoyable way for Vernon North Okanagan officers to interact with our area citizens.



VERNON/COLDSTREAM

OPERATIONS

The table below highlights the total number of calls for service with Criminal Code offences and property crime extracted for the 4th quarter as well as the cumulative number for year to date.

Category	Vernon		Coldstream		Vernon Rural	
	Q4	Total for Year	Q4	Total for Year	Q4	Total for Year
Calls for Service	5399	20958	381	1671	479	1872
Criminal Code	1578	5875	72	344	87	322
Property Offences	938	3550	52	199	53	189

The below table indicates the total charges forwarded to Vernon Crown Counsel, the total prisoners held in the Vernon cell block and the total interventions by the Vernon North Okanagan Police Dog Service. The Vernon North Okanagan Detachment continues to track files associated to the street entrenched population; “SEPTA” is an acronym for ‘Street Entrenched Policing Target Analysis’ type files.

Category	Vernon/Coldstream	
	Q4	Total for Year
Charges Forwarded	509	1816
Prisoners	321	1270
PDS Interventions	11	62
SEPTA Files	296	1081

Recognizing that calls for service encompass both calls from the public, which frontline officers are dispatched to, as well as the self-generated work completed by the officers in support of enhanced public safety initiatives, Superintendent Baher has extracted the two categories from the total calls for service. The below graph outlines the total dispatch calls and the total self-generated calls for the 4th quarter of 2021 with a comparison for the previous year for the area of Vernon/Coldstream.

Vernon / Coldstream		
4 th Quarter (October to December)		
2020	Dispatched Calls	4260
2021	Dispatched Calls	5231
2020	Self Generated Calls	709
2021	Self Generated Calls	1028

FRONT LINE POLICING

Vernon

On October 4th frontline officers attended the 2800 block of 27A Street to an assault on an 18 year old man who had been punched and struck with a pipe wrench. Investigators identified and arrested two individuals. This matter is before the courts.

On November 9th police responded to a report of a male pointing a weapon at someone near 3400 block of 27th Avenue. Police located the vehicle involved and a male and female were arrested. The weapon was recovered and charges laid against a 34 year old male and a 38 year old female. This matter is before the courts.

On November 10th front line officers responded to a robbery at a gas station in the 4400 block of 27th St. where a suspect entered the store and told the employee that he had a weapon. Police identified and arrested a 37 year old male suspect who has been charged. This matter is currently before the courts.

On November 12th a male entered a business in the 2700 block of 43rd Avenue and threatened an employee with a weapon. Police attended and were able to locate the suspect male after he committed a separate break and enter. A 39 year old male was charged with numerous offences related to these occurrences.

On November 27th police responded to a report of a male with a firearm who had robbed a business in the 4300 block of 25th Ave. Forensic Identification members attended to further examine and obtain evidence. This investigation is still under investigation.

On December 4th emergency responders along with police attended to a collision in the 3300 block of 30th Avenue where a pedestrian was struck by a motor vehicle. The 74 year old female pedestrian later passed away. This collision remains under investigation.

On December 8th front line officers responded to a report of a stolen vehicle that came into the Vernon North Okanagan area from another community. The stolen vehicle failed to stop for police and struck one of the police vehicles. Assistance from Police Dog Services was sought and a 26 year old male was located and arrested. This investigation is before the courts.

On December 8th police attended the 4200 block of 32nd Street for a report of an assault with a weapon. Police located and arrested a 36 year old male who was charged for assault with a weapon and possessing a weapon for a dangerous purpose. This investigation is currently before the courts.

On December 12th emergency responders including police attended a collision near 27th Street and 53rd Avenue. As a result of this collision an 83 year old female passed away from injuries she sustained. This collision remains under investigation.

On December 16th front line officers responded to a collision involving serious injuries in the 2500 block of 53rd Avenue. A 50 year old female was taken to hospital with serious injuries. This collision remains under investigation.

On December 18th police attended a business in the 3300 block of 30th Avenue for a report of a robbery. A suspect male stole items from the business while brandishing a weapon. This robbery remains under investigation.

On December 22nd front line officers responded to a report of a male with a knife on a bus at a transit loop at 31st Avenue and 30th Street. Police attended and arrested the 25 year old male, charging him

with possessing a weapon for a dangerous purpose, along with possession of property obtained by crime, linked to another downtown break and enter. This investigation is currently before the courts.

On December 23rd police attended a business in the 4300 block of 27th Street where a suspect male produced a weapon and demanded money from an employee. This robbery remains under investigation.

Coldstream

On October 8th emergency responders attended Highway 97 and College Way for a report of a collision involving a motorcycle and a car. As a result of the investigation the 23 year old male motorcycle operator was issued tickets under the Motor Vehicle Act.

On October 13th front line officers attended to a report of a single vehicle collision near Highway 6 and Aberdeen Road. A 54 year old female was located deceased. The BC Coroners Service also attended to investigate the collision.

On October 22nd police responded to a report of a high risk missing youth from the 6300 block of Highway 6. Police investigated and were able to safely locate the 17 year old male.

On November 9th numerous front line officers responded to a report of a male wandering around with a machete in Kalamalka Park. Police were able to locate the male and through investigation it was determined that there was no risk to public safety.

On November 15th police attended the 9800 block of Hill Drive, Coldstream, for a report of a break and enter. Through investigation it was determined that a large outbuilding had been broken into. Police identified a suspect female who was arrested and charged. This matter is before the courts.

On November 26th front line officers responded to a report of a robbery involving a weapon near Highway 6 and Park Lane. A victim reported someone entered their vehicle and tried to take it at gunpoint. Police have attempted to obtain information from the victim to further this investigation however the victim has been uncooperative and not provided any other details.

On December 9th police responded to a break and enter complaint at a residence in 7300 block of Pointe Sage Drive. Officers attended and seized items for further forensic identification examination. Police were unable to obtain further evidence to identify a suspect.

On December 17th emergency responders from the Lavington Fire Department and police responded to a vehicle fire in the 7800 block of Highway 6. A large commercial vehicle was reported to be on fire. Along with emergency responders officers from Commercial Vehicle Safety Enforcement attended.

GENERAL INVESTIGATION SECTION

The following is a synopsis of some of the recent investigations conducted by the General Investigation Section and does not reflect all the tasks the officers are working on, nor does it include information which could impact on going police investigations.

Serious Crime Unit (SCU)

The Serious Crime Unit investigates serious person victim crimes including homicide. This unit consists of a Corporal and four Constables. The Serious Crime Unit continues to conduct follow up investigation on previous files and assisted with other complex investigations during this quarter. Some of the investigations past quarter the Serious Crime Unit conducted the following:

On October 5th front line investigators were called to investigate the death of a female in the 3800 block of 33rd Street. Serious Crimes assisted with the investigation. The death was determined to be non criminal.

On October 19th police were called to a residence fire in the 3300 block of 27th Street. Serious Crime investigators assisted with the scene examination and other investigative tasks. This file remains under investigation.

On October 22nd front line officers were called to a serious assault in the 4200 block of 27th Street. Serious Crime conducted an investigation and arrested a 44 year old male who has been charged with attempted murder. This matter is before the courts.

On November 27th front line officers were called to a residence in the 2800 block of 35th Street. Serious Crime conducted an investigation and arrested a 36 year old male who has been charged with aggravated assault. This matter is before the courts.

On December 22nd a male was found badly burned near 32nd Street and 25th Avenue. Serious Crime took conduct of this investigation. Through investigation it was determined that the death was non criminal.

Special Victim Unit (SVU)

The Special Victim Unit investigates crimes relating to vulnerable victims. The SVU is comprised of a Corporal and two Constables who are responsible for high-risk investigations relating to domestic violence, sex crimes and missing persons. During this quarter the SVU has assisted front line officers with obtaining child interviews, investigating sexual offences with child victims and submitting a breach charge on a prolific domestic violence offender.

Domestic Violence Unit (DVU)

For high-risk intimate partner violence investigations, the Domestic Violence Unit provides assistance to frontline investigators, conducts file reviews as well as facilitates Integrated Case Assessment Team (ICAT) meetings to support the victim through the process. During this quarter, the DVU investigator completed nine new ICAT referrals and monitored one historical file. In addition, DVU is working on ICAT file management and monitoring and supporting victims of all open ICAT files.

Sex Crimes

During this quarter, the Sex Crimes unit received information from the BC Integrated Child Exploitation Unit (BC ICE) of five separate reports of possession of child pornography. Each investigation requires a significant amount of time to complete production orders, execute search warrants and, where the evidence supports, prepare charge packages for Crown Counsel.

Missing Persons

The Missing Person coordinator provides support and guidance to front line officers on high risk missing person investigations. The Corporal supervisor is responsible to monitor all missing person investigations daily for quality assurance and provide follow up action as necessary.

TARGETED POLICING

In an effort to continue to work closely with partner agencies and stakeholders, the Targeted Policing Unit met regularly with numerous partner agencies including Interagency, Community Outreach and Mentally Disordered Offenders.

During this reporting period Targeted Policing worked several shifts together to conduct enforcement and enhance police presence in identified problem areas, including 24 Avenue between 34 Street and 43 Street, 27 Avenue between 37 Street and 40 Street, the area around 3400 Coldstream Avenue and the downtown core. Numerous investigations were completed relating to open drug use, drug possession, driving offences and arrest warrant executions. The following are some examples of the success of this initiative:

- 20 files generated where drugs or drug paraphernalia were seized;
- 3 files generated for offences under the Motor Vehicle Act;
- 12 files generated for the execution of arrest warrants;
- Seizure of weapons such as a bow and arrow, club and mace;
- Recovery and return of a stolen bicycle.

Drug Section

During this quarter, Drug Section participated in joint enforcement with the Crime Reduction Unit and completed a lengthy investigation into a prolific drug trafficking group resulting in the execution of two search warrants and seizure of one vehicle and cash.

Crime Reduction Unit (CRU)

The Crime Reduction Unit encompasses the plainclothes investigators in Prolific Offender Unit and the uniformed officers in Downtown Enforcement Unit. CRU performs a significant role in the bi-weekly comparative statistics meeting where emerging crime trends, hot spots of criminal activity, problem premises, priority prolific offenders and social chronic offenders are identified and tasks are assigned to various units to help reduce crime.

On December 2nd the Crime Reduction Unit and Drug Section executed three warrants on residences on 24th Avenue. One of the searches resulted in the seizure of large quantities of fentanyl, cocaine and Canadian currency.

Prolific Offender

A Prolific Offender is identified as an adult or youth offender with an established pattern of persistent Criminal Code and/or Controlled Drugs and Substances Act offenders, identified by current intelligence to be criminally active and assessed by police and partner agencies as medium to high risk to re-offend. These offenders reside within our detachment area and are capable of causing a disproportionate amount of crime in the community. At the conclusion of this reporting period there are 13 Prolific Offenders identified for monitoring in the Vernon North Okanagan. Of those, five are currently in custody and eight are not in custody. Of the eight not in custody, seven reside within the City of Vernon and one relocated outside of our jurisdiction.

Downtown Enforcement

During this reporting period the Downtown Enforcement Unit (DEU) liaised with the street entrenched population, provided referral information and conducted enforcement action. During the course of their duties, DEU executed 96 warrant of arrests and recommended 21 investigations for charge approval.

Opioid Pilot Project

The Opioid Pilot Project commenced on December 8th, 2018, to improve service for people suffering from addiction issues, which often lead to their involvement in criminal behaviour. Partnered with Interior Health, Mental Health and Substance Service and the BC Centre for Disease Control, the Vernon North Okanagan RCMP offer Naloxone kits to those at risk of overdose. In addition, frontline officers provide referral to and information regarding local harm reduction services. The goal of the project is to save lives and reduce crime associated to addiction.

Month	Card given	Referral made	Video shown	Kit provided
October	122	23	0	43
November	163	30	6	142
December	66	18	1	38
Total	351	71	7	223
Total for Year	555	148	11	312

NORTH OKANAGAN RURAL

OPERATIONS

The below tables are the total number of calls for service with Criminal Code offences and property crime extracted for the 4th quarter of 2021.

Category	Armstrong		Spallumcheen		Enderby	
	Q4	Total for Year	Q4	Total for Year	Q4	Total for Year
Calls for Service	166	1090	235	1437	385	2384
Criminal Code	74	322	80	334	142	698
Property Offences	28	123	30	119	57	240

Category	Falkland		Lumby		Westside	
	Q4	Total for Year	Q4	Total for Year	Q4	Total for Year
Calls for Service	214	796	280	1311	253	1229
Criminal Code	45	155	69	337	72	345
Property Offences	22	52	27	140	27	95

Below is a table of the total charges forwarded to Vernon and Salmon Arm Crown Counsel, the total prisoners held in the North Okanagan cellblock and the Police Dog Service intervention.

Category	North Okanagan	
	Q4	Total for Year
Charges Forwarded	46	267
Prisoners	37	144
PDS Interventions	9	40

FRONT LINE POLICING

Armstrong

On October 7th Vernon North Okanagan members were on general patrol in Armstrong area conducting street Enforcement in the 3500 block of Smith Drive. Officers located a male with two outstanding endorsed warrants from another jurisdiction. A 40 year old male was released on a future court date.

On November 21st police were dispatched to a reported attempted theft from vehicle in the 2900 block of Moray Street in Armstrong. The home owner captured video surveillance of a lone suspect riding a mountain bike who stopped, leaned the bike against a hedge, walked onto their driveway and opened the unlocked front passengers side door. Attempts to locate further witnesses was completed. There were no further reports or suspects located.

On December 16th North Okanagan officers were dispatched to a disturbance at a business located in the 3300 block of Smith Drive in Armstrong. The caller advised that a customer inside the store was swearing and yelling, while refusing to follow COVID-19 mask mandate. The male claimed to be shopping and left without further incident.

Enderby

On October 4th front line officers were dispatched to a report of a hazardous situation at Deep Creek Rd and Barney Rd in Enderby. Police received a report that there was a burgundy vehicle parked on side of the road near a corner since the late afternoon. Police attended and located a vehicle which had been reported stolen the previous day from Vernon. Police spoke with a witness, but were unable to identify or locate a suspect.

On December 1st police were dispatched to a report that a transport tractor trailer struck the Esso Gas Station gas pumps and a stand-alone canopy in the parking lot at 5655 Hwy 97A. The impact damaged the structural integrity of the support pillars, estimated cost over \$10,000.

Falkland

On October 9th front line officers with the Vernon North Okanagan RCMP were dispatched to a disturbance in the 5000 block of Bolean Lake Rd in Falkland. Police attended and arrested a suspect who had an outstanding warrant and was found to be breaching his court ordered conditions. A 21 year old male was held in custody for court.

On November 22nd police were parked at Yankee Flats Rd and Salmon River Rd in Falkland when the officer observed a vehicle come up to a stop sign in front of him with no lights on, while towing a small white car. Through investigation it was determined that this vehicle was involved in a serious investigation involving weapons from another jurisdiction. This vehicle was followed towards Monte Lake and an attempt to arrest the suspects led to them fleeing the vehicle. Police Dog Services were called, but unable to locate the suspects.

On December 1st police received a report of a suspicious male on Highway 97 in Westwold. The caller stated that there appeared to be an intoxicated male who was staggering into traffic. Police located a 59 year old male who appeared to be displaying signs of impairment by drugs. He was arrested and held in custody to be released when he was able to take care of himself.

Lumby

On October 20th front line officers were notified of a suspicious vehicle on Highway 6 near Rawlings Lake Road in Lumby. The driver of the truck was determined to be a prohibited driver and upon further investigation was found to be breaching court ordered conditions. This 21 year old male was arrested and held in custody for court.

On October 30th frontline officers with the Vernon North Okanagan RCMP, along with the Lumby Fire Department, attended a residence in the 400 block of Lumby Mabel Lake Road for a report of house fire. Through investigation it was determined that the fire did not appear to be suspicious.

On November 9th police were called to a report of someone vandalizing benches, trees and buildings located near the 2600 block of Highway 6 in Lumby. As this occurred in a remote location there was no video surveillance of the vandalism. The caller requested an enhanced police presence in the area.

On December 11th front line officers were dispatched to a report of someone being verbally threatened in the 1800 Block of Creighton Valley Road. Through investigation a 39 year old male was arrested and released with a future court date. This matter is still before courts.

Spallumcheen

On October 15th a front line officer with the Vernon North Okanagan RCMP was conducting traffic enforcement on Highway 97A near Greenhow Road in Spallumcheen, when he observed a vehicle travelling at a speed of 166 km/hr in a posted 100 km/hr zone. The vehicle was stopped and the driver issued a violation ticket for excessive speed and their vehicle impounded.

On November 10th police were dispatched to a report of a break and enter in the 1600 block of Otter Lake Cross Road, Spallumcheen. Police attended the residence and were able to obtain video surveillance of the suspect male. This video was disseminated to try to identify the male, but identification was not made.

On November 19th front line officers were conducting regular patrols in the area of Otter Lake Road near Larkin Cross Road, Spallumcheen when they observed a vehicle blocking traffic. Through investigation it was determined the vehicle had been reported stolen from another jurisdiction. A 21 year old male was located in the front passenger seat of the vehicle and a 41 year old female was located in the back seat of the vehicle. This male was arrested and released on a future court date.

Westside

On October 3rd police stopped a pickup truck in conjunction with an ongoing investigation at an adjacent property in the 12000 block of Westside Road. Police identified a 31 year old male inside the vehicle who had outstanding warrants for fail to comply with probation. Upon the arrest, the male became belligerent and ran from police. Further charges including firearms offences were recommended against the male. This matter is before the court.

On November 21st front line officers with the Vernon North Okanagan RCMP were dispatched to a vehicle which had left the road, striking a BC Hydro Power Pole in the 11800 block of Westside Road near McMillan Drive. A male and female associated to the damaged vehicle were seen walking away north on Westside Road and were not identified. The registered owner of vehicle was contacted and stated that the vehicle was supposed to be getting repaired at a garage. This file is still under investigation.

On December 4th police were dispatched to an assault near Brewer Trail. A victim reported being assaulted by a male inside a residence. A 38 year old male was arrested and held in custody to appear in court.

GENERAL INVESTIGATION SECTION

The following is a synopsis of some of the recent investigations conducted by the Rural General Investigation Section and does not reflect all the tasks the two officers are working on, nor does it include information that could affect ongoing police investigations.

In November the Rural General Investigation Section assisted front line officers with the execution of a search warrant on Westside Road where numerous stolen items were located and seized.

The Rural General Investigation Section continues to assist Southeast District Major Crimes with continued investigation on a murder that occurred in Spallumcheen in September.

TRAFFIC ENFORCEMENT

North Okanagan Rural

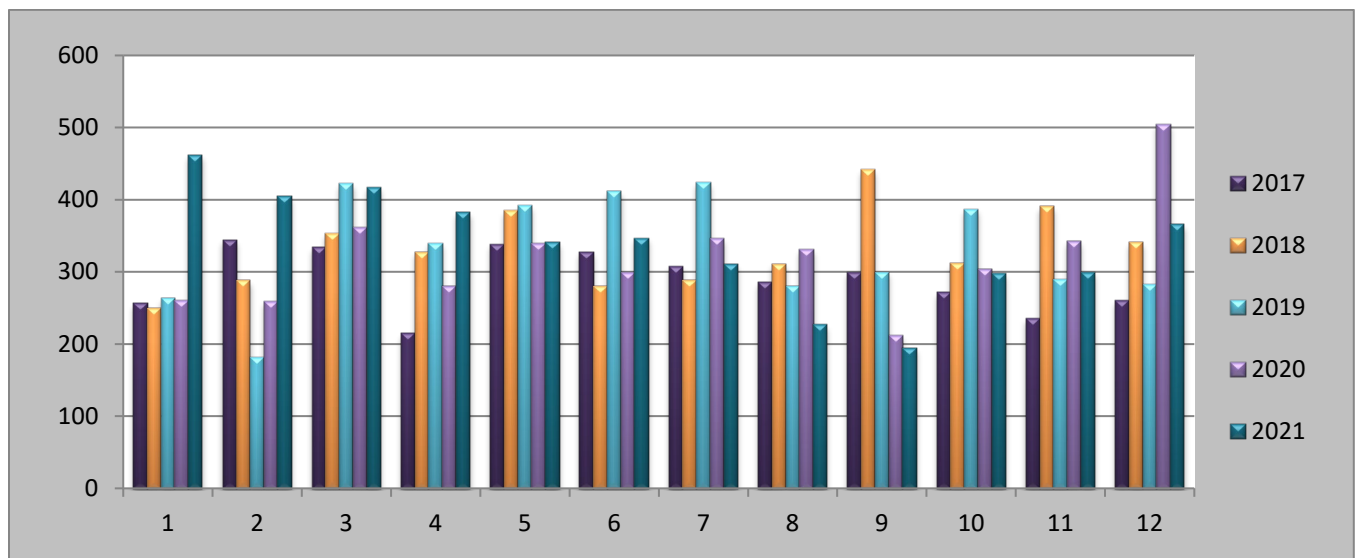
- Road Check Stops: 7
- Impaired Drivers taken off the road by way of suspension or charge: 32
- Distracted Driver Charge: 0

Area	Violation Ticket	Warning	Total for Year
Armstrong	26	56	182 (VT) / 198 (Warn)
Enderby	27	9	73 (VT) / 71(Warn)
Falkland	4	11	57 (VT) / 64 (Warn)
Lumby	13	25	88 (VT) / 148 (Warn)
Spallumcheen	83	37	264 (VT) / 137 (Warn)
Westside	46	22	152 (VT) / 124 (Warn)

Vernon/Coldstream

- Road Check Stops: 7
- Impaired Drivers taken off the road by way of suspension or charge: 43
- Distracted Driver Charge: 0

Area	Violation Ticket	Warning	Total for Year
Vernon	338	411	1744 (VT) / 1244 (Warn)
Coldstream	73	111	337 (VT) / 638 (Warn)
Vernon Rural	8	9	23 (VT) / 19 (Warn)



This graph depicts the total traffic enforcement (Tickets and Warnings) results for the Vernon, Coldstream & Vernon Rural area.

FORENSIC IDENTIFICATION SECTION

The Vernon North Okanagan Integrated Forensic Identification Section (IFIS) is operating with three members in a full time rotation (2 specialists and 1 apprentice). During the fourth quarter, IFIS provided investigative assistance for 53 files, identified 18 fingerprints and supplied 12 preliminary associations. As well, IFIS collected 59 friction ridge impressions, 14 footwear impressions, 45 DNA swabs, 2 tire impressions and gathered 1 other type of physical evidence.

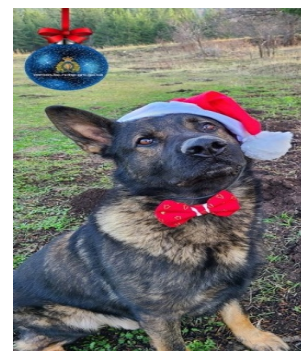
Call for Service	Vernon/Coldstream	North Rural
Break and Enter	17	1
Theft over \$5000	1	0
Theft under \$5000	2	0
Theft from Vehicle	1	0
Theft of Vehicle	7	3
Mischief	1	0
Possession of Stolen Property	1	2
Homicide	0	0
Robbery	5	0
Firearms Offences	0	0
Assault	3	0
Arson	4	0
Drug Offences	2	0
Other offences	2	1
Total	46	7

Vernon FIS Calls for Service encompass Vernon, Vernon Rural and Coldstream.

The North Rural calls for service include Armstrong, Enderby, Falkland, Lumby & Westside.

POLICE DOG SERVICE (PDS)

The Vernon Police Dog Service consists of two handlers and their police dogs, Hawkes and Jagger. Over the past quarter, these valuable teams provided assistance to the frontline, conducting tracks for suspects and acting as the liaison for Search and Rescue. In total, PDS had 20 calls for service and successfully located four individuals; three in Enderby and one in Vernon. In addition, PDS assisted locating a missing jogger, a search warrant execution and a homicide.



RESERVE CONSTABLE PROGRAM

Currently, the Reserve Constables program at the Vernon North Okanagan detachment has seven participants who provide a variety of functions. These experienced police officers provide assistance with traffic enforcement, coverage for personnel shortages in front line policing and FIS and crime scene security, as required.

AREA	PATROLS	VIOLATION TICKET	WARNING	Total for Year
Vernon	16	83	45	88 Patrols / 622 VT / 371 Warn
Coldstream	20	55	86	62 Patrols / 150 VT / 321 Warn
Total for Quarter	36	138	131	

SCHOOL RESOURCE OFFICER

The School Resource Officer is an effective part of the School District 22 team, collaborating with teachers, administrators, parents, students and other community partners to enhance safety and security in our schools. During this quarter School Resource Officer, Constable Horne, liaised with School District 22 on suspension hearings, no trespass orders and provided guidance for school level issues. Constable Horne was active in attending schools to conduct lock-down drills, presentations and taking part in holiday activities.

COMMUNITY POLICING

Community Safety Office

The volunteers of the Community Safety Office assisted 545 members of the public, fielded 167 phone calls and returned over 200 Police Information Checks. The Folks on Spokes Peer outreach collected improperly disposed needles and picked up over 100 bags of garbage from the downtown core. This group also provides a neighbourhood cleanup three times a week, facilitated by the Folks on Spokes peers and shelter guests. In addition, the coordinator provided education to the community about leaving combustible items in alleyways and worked on recreational vehicle camping in public spaces, working towards supporting recreational vehicle owners and bylaw compliance. The coordinator also conducted numerous Crime Preventions through Environment Design (CPTED) audits of businesses and residences due to transient activity, property damage and graffiti. Workshops were conducted on Drug Safety Awareness, internet safety, personal safety and property theft deterrence.

Vernon RCMP Volunteers

During this past quarter, the 50 volunteers participated in 6735 hours with the Vernon RCMP Volunteer Program. The volunteers drove 4516 kilometers, worked 29 vehicle patrol shifts, issued 410 Crime Prevention Notices for expired insurance decals and conducted 13 speed watch operations, targeting 3607 vehicles to slow down. In addition, volunteers assisted with the Winter Carnival Christmas Light Up, BC Winter Olympics, the 9pm Routine with Media Relations Officer Constable Terleski and conducted Lock Out Auto Crime Patrols.

HUMAN RESOURCES

Established Levels

Vernon North Okanagan Detachment is currently at 103 Regular Members: 56 City of Vernon; 30 Provincial; 4 City of Armstrong; 7 District of Coldstream; 4 Township of Spallumcheen, 1 Splat's in First Nation and 1 Okanagan Indian Band (OKIB).

Funded Levels

As of December 31st, 2021, the Vernon North Okanagan Detachment billed 52.56 City of Vernon; 27.39 Provincial; 2.27 City of Armstrong; 6.2 District of Coldstream; 3.96 Township of Spallumcheen, .62 Splat's in First Nation and 1 Okanagan Indian Band (OKIB).

QUARTERLY STATISTICS

The following pages contain the police statistics for the 4th quarter of 2021, October to December, with a comparison for the same month of the previous year. The activity types selected are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.

4 th Quarter Statistics – City of Vernon						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	1506	1935	1205	1773	1218	1491
Robbery	6	6	3	5	3	3
Assault (Includes DV)	31	47	34	47	35	38
Domestic Violence	7	10	13	5	9	10
Sex Offence	2	3	5	9	3	5
B&E Residence	5	10	3	7	3	5
B&E Commercial	14	22	9	13	4	16
Theft of Vehicle	8	22	11	21	13	10
Theft From Vehicle	50	54	26	44	30	29
Theft Over \$5000	3	7	1	-	2	3
Theft Under \$5000	89	107	58	93	52	68
Drug Offence	39	28	33	47	22	22
Liquor Offences	15	11	6	7	14	8
Impaired Driving	11	6	10	8	5	7
24 Hour Driving Suspension	4	4	2	6	6	2
Motor Vehicle Accidents	56	52	43	39	51	56

4 th Quarter Statistics – Vernon Rural						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	110	145	140	119	128	163
Robbery	-	-	-	-	-	-
Assault (Includes DV)	3	2	5	2	2	1
Domestic Violence	2	-	1	-	1	-
Sex Offence	-	1	1	-	-	-
B&E Residence	1	1	-	-	-	-
B&E Commercial	2	-	2	-	-	1
Theft of Vehicle	3	2	4	-	2	-
Theft From Vehicle	3	9	10	5	-	3
Theft Over \$5000	1	1	-	-	-	5
Theft Under \$5000	5	2	1	1	-	-
Drug Offence	-	1	-	2	-	-
Liquor Offences	-	-	1	-	-	-
Impaired Driving	-	1	-	-	-	1
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	11	4	7	13	8	17

4 th Quarter Statistics – Silver Star						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	9	8	8	9	14	12
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	-	-	1	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	1	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	-	1	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	-	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	1	-	-	1	1	1

4 th Quarter Statistics – District of Coldstream						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	116	139	95	125	92	103
Robbery	-	-	-	1	-	-
Assault (Includes DV)	2	1	2	1	1	1
Domestic Violence	2	-	1	-	1	1
Sex Offence	1	2	-	1	-	1
B&E Residence	-	-	-	-	-	3
B&E Commercial	-	1	-	1	-	-
Theft of Vehicle	-	3	-	1	1	1
Theft From Vehicle	2	2	2	5	5	3
Theft Over \$5000	-	1	1	-	-	3
Theft Under \$5000	3	4	1	-	1	1
Drug Offence	-	2	-	-	1	-
Liquor Offences	1	1	1	-	-	2
Impaired Driving	-	-	-	-	1	-
24 Hour Driving Suspension	-	-	-	-	1	-
Motor Vehicle Accidents	6	6	6	4	7	10

4 th Quarter Statistics – City of Armstrong NR4100 and NR4101						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	87	95	83	81	80	73
Robbery	-	-	-	-	-	-
Assault (includes DV)	1	-	-	1	1	1
Domestic Violence	2	-	-	1	1	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	1	1	-	-
B&E Commercial	1	-	-	1	-	-
Theft of Vehicle	-	2	-	-	2	-
Theft From Vehicle	2	4	2	3	1	1
Theft Over \$5000	1	-	1	1	-	3
Theft Under \$5000	-	1	2	3	1	2
Drug Offence	-	-	-	1	1	-
Liquor Offences	1	1	1	2	-	-
Impaired Driving	1	4	-	2	-	-
24 Hour Driving Suspension	1	4	-	3	-	2
Motor Vehicle Accidents	3	-	-	-	1	1

4 th Quarter Statistics – Spallumcheen NR4200						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	102	131	83	114	101	102
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	3	-	-	2	1
Domestic Violence	-	2	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	2	1	1	-	1
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	3	1	1	1	2	3
Theft From Vehicle	-	2	-	2	4	-
Theft Over \$5000	1	1	-	-	1	-
Theft Under \$5000	2	-	-	3	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	1
Impaired Driving	2	3	1	2	-	1
24 Hour Driving Suspension	1	5	-	3	1	4
Motor Vehicle Accidents	4	-	4	2	12	4

4 th Quarter Statistics – City of Enderby NR1200 and NR1201						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	94	73	86	73	68	92
Robbery	-	-	1	-	-	-
Assault (Includes DV)	2	3	1	6	1	3
Domestic Violence	3	1	1	2	2	2
Sex Offence	-	1	-	2	-	-
B&E Residence	-	-	-	-	-	1
B&E Commercial	1	-	1	-	-	1
Theft of Vehicle	6	-	1	2	3	-
Theft From Vehicle	3	1	5	1	2	1
Theft Over \$5000	-	-	4	-	-	1
Theft Under \$5000	-	2	6	2	2	2
Drug Offence	-	1	1	-	-	2
Liquor Offences	2	1	2	1	3	-
Impaired Driving	-	-	-	1	1	-
24 Hour Driving Suspension	-	-	-	2	-	1
Motor Vehicle Accidents	4	1	-	-	2	-

4 th Quarter Statistics – Enderby Rural NR1202 to NR1204						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	69	60	55	67	56	67
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	1	-	3	-	-
Domestic Violence	-	-	-	1	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	1	-	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	-	2	1	2	-	2
Theft From Vehicle	-	-	-	2	-	1
Theft Over \$5000	1	1	-	-	-	1
Theft Under \$5000	1	1	-	-	2	-
Drug Offence	-	-	-	1	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	1	1	-	1	-	-
24 Hour Driving Suspension	-	1	-	1	-	1
Motor Vehicle Accidents	4	-	2	1	6	3

4 th Quarter Statistics – Village of Falkland NR1300 and NR1301						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	11	18	10	13	17	15
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	-	-	1	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	2
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	2	-	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	-	1	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	-	-	-	-	-	-

4 th Quarter Statistics – Falkland Rural NR1302 and NR1303						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	51	66	34	50	52	50
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	2	-	-	-	1
Domestic Violence	1	1	1	-	1	1
Sex Offence	1	-	1	-	1	-
B&E Residence	-	-	1	-	-	1
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	1	-	-	1	-
Theft From Vehicle	-	1	-	1	1	-
Theft Over \$5000	-	-	-	2	-	-
Theft Under \$5000	1	-	-	1	1	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	1	2	-
24 Hour Driving Suspension	-	2	-	1	-	1
Motor Vehicle Accidents	7	2	1	1	7	1

4 th Quarter Statistics – Village of Lumby NR1400 and NR1401						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	50	47	41	44	50	26
Robbery	-	-	1	-	-	-
Assault (Includes DV)	1	1	1	2	1	1
Domestic Violence	1	-	1	-	-	-
Sex Offence	-	-	-	1	-	-
B&E Residence	-	-	-	-	2	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	2	-	-	-	-	-
Theft From Vehicle	1	-	-	1	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	1	-	-	1	-
Drug Offence	-	1	1	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	1	1	1	1	-	-
24 Hour Driving Suspension	-	1	-	1	-	-
Motor Vehicle Accidents	2	-	-	-	-	1

4 th Quarter Statistics – Lumby Rural NR1402 and NR1403						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	55	61	41	60	51	30
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	2	1	1	1	-
Domestic Violence	1	-	1	1	2	-
Sex Offence	-	1	-	-	-	-
B&E Residence	-	-	1	1	-	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	-	-	1	-	-	1
Theft From Vehicle	1	2	1	-	-	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	1	1	-	-	-
Drug Offence	-	-	-	1	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	1	-	1	2	1
24 Hour Driving Suspension	-	1	-	2	-	2
Motor Vehicle Accidents	5	1	3	2	6	-

4 th Quarter Statistics – OKIB NR8000, NR8001, NR8101, NR8102						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	65	51	57	48	48	53
Robbery	-	-	1	-	-	-
Assault (Includes DV)	2	-	-	-	1	5
Domestic Violence	1	-	1	-	2	1
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	3	-	-	-	1	-
Theft From Vehicle	2	-	1	-	2	-
Theft Over \$5000	1	-	-	-	-	-
Theft Under \$5000	2	-	3	-	1	2
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	1	-	-	-
Impaired Driving	-	-	1	-	1	-
24 Hour Driving Suspension	-	-	-	-	-	1
Motor Vehicle Accidents	6	-	1	-	1	-

4 th Quarter Statistics – Splatsin NR8100 and NR8200						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	53	27	32	46	45	35
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	1	1	3	2	-
Domestic Violence	1	-	1	-	1	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	2	-	1	-	1	1
Theft From Vehicle	3	-	-	1	-	-
Theft Over \$5000	-	-	-	3	-	-
Theft Under \$5000	1	-	-	-	-	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	1	-	-	-	-	-
Impaired Driving	-	-	-	1	1	1
24 Hour Driving Suspension	1	1	-	4	-	2
Motor Vehicle Accidents	6	-	2	1	7	-

4 th Quarter Statistics – Westside Road NR1000						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	45	35	31	29	46	36
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	-	1	2	1	1
Domestic Violence	2	-	1	-	-	1
Sex Offence	-	-	-	-	-	1
B&E Residence	-	-	2	-	1	1
B&E Commercial	-	-	-	-	-	1
Theft of Vehicle	1	-	-	-	1	1
Theft From Vehicle	1	-	-	-	5	-
Theft Over \$5000	1	-	-	-	-	-
Theft Under \$5000	1	-	-	-	-	-
Drug Offence	-	-	-	-	-	1
Liquor Offences	-	-	-	-	1	1
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	1	-	1	1	1	-
Motor Vehicle Accidents	2	-	4	-	4	-

4 th Quarter Statistics – Spallumcheen Hwy 97/97A						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	17	33	19	20	23	16
Impaired Driving	1	2	1	-	-	1
24 Hour Suspension	2	3	-	-	1	1
Drug Offences	-	-	-	-	-	-
Motor Vehicle Accidents	2	-	1	1	3	-
Collision over \$10000	-	-	-	1	-	-
Collision non-fatal injury	-	-	-	1	-	-
Collision Fatal	-	-	-	-	-	-
Traffic moving offences	7	3	9	2	13	1
Liquor Offences	-		-		-	

ADMINISTRATION UPDATES
February 14, 2022 REGULAR COUNCIL MEETING

File: 0550-05

FINANCIAL SERVICES

At its Regular meeting of January 24, 2022, Council requested that Administration report back with the estimated amount of revenue that would be received in 2021 as a result of wildfire activity. These are as follows:

- BC Wildfire Services – Predator Ridge Fire Hall temporary staffing \$243,644
- BC Wildfire Services – Kin Race Track site prep for temporary staging base \$33,226
- Emergency Management BC – White Rock Lake Fire hazard & evacuee hosting \$280,083
- **TOTAL: \$556,953**

OPERATION SERVICES

Infrastructure

Tronson Road Sewer Force Main Replacement

Engineering design is complete and construction tendering is underway. Construction of the new sewer force main pipe is expected to take place from March to April 2022, coinciding with the seasonal low lake/groundwater level. A portion of construction will be completed by City forces after the new sewer pipe is installed by the horizontal directional drilling (HDD) contractor. The overall project is expected to be complete in the Spring of 2022, however, some of the City work may be delayed until later in 2022, contingent upon the HDD contractors progress and ground water level.



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:** 5360-05
PC: James Rice, Director, Operations Services **DATE:** February 1, 2022
FROM: Ian Adkins, Manager, Roads, Drainage and Airport
SUBJECT: WASTE COLLECTION SERVICES - RESIDENTIAL ORGANICS CART PURCHASE

This memorandum is to request Council's Authorization to proceed with the purchase of organics carts and kitchen catchers required for the automated organics collection program scheduled to commence this May.

At the February 8, 2021 Regular meeting, Council confirmed that should Council choose to move forward with the household organics collection program, the City would commit to fund 1/3 of the project costs (up to \$475,000) through the Climate Action Revolving Fund (Attachment 1). At the time, it was indicated by staff that the cost of organics carts could be purchased with a combination for funds from the CleanBC grant (2/3 cost if successful) and the Climate Action Revolving Fund (1/3).

At the April 26, 2021 Regular meeting, Council directed Administration to transition residential waste collection to an automated collection service. This required the purchase of 14,976, 240 litre carts at a cost of \$1,410,189 to be funded from the Sewer Rate Stabilization Fund. The funds would be fully reimbursed in the following years from Solid Waste and Recycling annual surplus funds (Attachment 1).

Following the delivery of the 240 litre waste collection carts, the City received approximately 500 requests for smaller bins. At the September 7, 2021 Regular meeting, Council directed Administration to purchase 500, 120 litre bins at a maximum cost of \$50,000 to be provided to residents on request. The source of funds was from Residential Garbage Collection user fees (Attachment 1).

All residential waste collection carts have been distributed and the 500, 120 litre carts have been exchanged for residents that requested the smaller carts.

At the December 13, 2021 Regular meeting, Council approved the adjustments to Schedule A of the Fees and Charges Bylaw #3909 to include organics collection. It was also indicated by staff at that time that the City was successful in obtaining the CleanBC grant of \$936,000 and that the fees for organics collection had been adjusted to account for this additional funding source (Attachment 1).

Administration is now in a position to proceed with the purchase of the 15,000 residential organics carts required to commence service in May. The default organics cart size is set at 120 litre. This is half the volume of the 240 litre default waste collection carts currently in service and is the smallest size available that can be used by the automated collection vehicles and still meet the City's warranty requirements.

Administration is offering residential customers the opportunity to increase the size of the organics cart from 120 litre to 240 litre prior to delivery. Residential properties with significant yard waste may find the larger organics cart size beneficial. This information was released during a media announcement of the organics program on February 7th, 2022. Residents who require a larger 240 litre cart have been asked to visit the City website at www.vernon.ca/organicscart to complete a webform requesting a larger 240L cart. Requests will be accepted until February 25, 2022 at 3:30pm.

Once the organics carts are delivered, Administration is recommending that further changes to organics and waste collection carts not be considered until early in 2023. This will give residents the opportunity to adjust to the new service and changes in garbage collection frequency (weekly organics and bi-weekly garbage).

Administration is also recommending that Council approve the purchase of 15,000 kitchen catchers as part of the organics cart purchase. The kitchen catchers (shown below) provide residents with a clean easy method of storing and transferring organics from the household to the organics cart. Kitchen catchers were included in the application to the CleanBC grant and are required to meet the terms of the grant agreement. The estimated cost to supply and deliver 15,000 organics carts and kitchen catchers prior to the scheduled commencement of service is \$1,100,000. Approximately \$733,333 is eligible for reimbursement from the CleanBC grant with the remaining \$366,666 funded from the Climate Action Revolving fund. This price may change slightly depending on how many residents decide to up-size their organics cart to 240 litre option.



Administration has been working closely with the waste collection service provider and the City's communications team to develop a comprehensive communications strategy to ensure a smooth transition to organics collection. Phase 1 of the communications strategy was initiated on Monday February 7th 2022, and was widely covered by local media. Council will be provided regular updates as the City's moves through the transition process.

RECOMMENDATION:

THAT Council receive the memo titled "Waste Collection Services - Residential Organics Cart Purchase", dated February 2, 2022, respectfully submitted by the Manager, Roads, Drainage and Airport;

AND FURTHER, that Council authorize the expenditure of up to \$1,100,000 for the purchase of organics collection carts and kitchen catchers, to be funded 1/3 by the Climate Action Revolving fund and 2/3 by the CleanBC Organics Infrastructure and Collection Program grant.



Ian Adkins, Manager, Roads, Drainage and Airport

Attachment 1: Previous Council Resolutions

February 18, 2021 Regular Meeting of Council Recommendation:

THAT Council receive the memorandum titled "Organics Infrastructure and Collection Program Application" dated January 27, 2021 from the Manager, Long Range Planning and Sustainability and the Acting Manager, Roads, Drainage and Airports;

AND FURTHER, that Council confirms it is in the final steps of due diligence to confirm if household organics collection is feasible for Vernon;

AND FURTHER, that Council endorse an application to the CleanBC Organics Infrastructure and Collection Program for funding to support the implementation of a household organics collection program;

AND FURTHER, that Council confirms that should Council choose to move forward with the household organics collection program, the City commits to fund 1/3 of the project (up to a maximum of \$475,000) through the Climate Action Revolving Fund;

AND FURTHER, that Council directs Administration to advise program administrators of the CleanBC Organics Infrastructure and Collection Program by May 1, 2021 of Council's decision to implement a household organics collection program in the City of Vernon.

April 26, 2021 Regular Meeting of Council Recommendation:

THAT Council direct Administration to extend the Garbage and Commercial Blue Bag Collection Services contract to April 30, 2022, with the inclusion of 240-liter carts for residential waste collection;

AND FURTHER, that Council authorize the expenditure of up to \$1,410,189 for the purchase of automated collection carts, funded from the Sewer Rate Stabilization Reserve;

AND FURTHER, that Council direct Administration to amend Schedule A, Section 15, Refuse Collection and Recycling, of the Fees and Charges Bylaw #3909 presented as Attachment 1 to the report titled "Solid Waste Collection Services" dated April 21, 2021 and respectfully submitted by the General Manager, Public Works;

AND FURTHER, that Council direct Administration to contribute any surplus revenues over expenditures of the Solid Waste and Recycling Department for the year ending December 31, 2021, and all subsequent years until such time as the \$1,410,189 is fully reimbursed, to the Sewer Rate Stabilization Reserve as repayment for the automated collection carts purchase

September 7, 2021 Regular Meeting of Council Recommendation:

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 authorize Administration to purchase 500, 120 litre waste collection bins at a cost not to exceed \$50,000 to be funded by Residential Garbage Collection user fees;

AND FURTHER, that Council direct Administration to bring forward subsequent amendments to the Fees and Charges Bylaw #3909 and Waste Collection Bylaw #3148 for Council's consideration.

AND FURTHER, that Council direct Administration to provide 120 litre waste collection bins to residents who request a smaller bin size than the standard 240 litre waste collection bin.

December 13, 2021 Regular Meeting of Council Recommendation:

THAT Council receives the memorandum titled "Fees and Charges Bylaw #3909 - Refuse Collection and Recycling" dated December 2, 2021, respectfully submitted by the General Manager, Public Works;

AND FURTHER, that Council approve the amendment to Schedule A of the Fees and Charges Bylaw #3909, as show in red on Attachment 2, included in the memorandum titled "Fees and Charges Bylaw #3909 - Refuse Collection and Recycling" dated December 2, 2021.



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: February 14, 2022
REPORT DATE: February 1, 2022
FILE: 6450 - Zoning Bylaw Review
(Fence Regulations)

SUBJECT: ZONING BYLAW 5000 TEXT AMENDMENT TO FENCE REGULATIONS

PURPOSE:

To review a proposed text amendment to Zoning Bylaw 5000 to regulate fence types in order to reduce wildlife impacts.

RECOMMENDATION:

THAT Council support an amendment to Zoning Bylaw 5000 by adding the following wording to Section 6.5.7: "No fence shall have pickets or finials extending above a horizontal rail" as outlined in the report titled "Zoning Bylaw 5000 Text Amendment to Fence Regulations" dated February 1, 2022 and respectfully submitted by the Manager, Current Planning;

AND FURTHER, that Council direct Administration to waive a public hearing for "Zoning Text (Fence Regulations) Amendment Bylaw 5890, 2022".

ALTERNATIVES & IMPLICATIONS:

1. THAT Council not support an amendment to Zoning Bylaw 5000 by adding the following wording to Section 6.5.7 "No fence shall have pickets or finials extending above a horizontal rail" as outlined in the report titled "Zoning Bylaw 5000 Text Amendment to Fence Regulations" dated February 1, 2022 by the Manager, Current Planning.

Note: This alternative does not support the text amendment. As such, existing fence regulations would remain in place.

ANALYSIS:

A. Committee Recommendations:

N/A

Note: As per the Terms of Reference for the Advisory Planning Committee, text amendments are not reviewed by the Committee unless the item is specifically referred to the Advisory Planning Committee by Council.

B. Rationale:

1. At its Regular Meeting of December 13, 2021, Council passed the following resolution:

"THAT Council amend Zoning Bylaw 5000 to prohibit future pointed fences on properties."

2. The proposed amendment to Section 6.5.7 is to add the following sentence: "No fence shall have pickets or finials extending above a horizontal rail". The proposed amendment is based on the City of Kelowna zoning bylaw amendment passed in 2020.
3. If so endorsed and adopted by Council, the proposed amended fence regulations would apply only to new installations in all zoning districts. Existing fences that do not comply with the proposed regulations would be considered legal non-conforming and could remain in place. Upon replacement or major repair, new installations would need to comply with regulations in place at that time.
4. As fence installation does not require a permit, should Council support the proposed amendment a public awareness program would be conducted in conjunction with the proposed fence regulation amendment. The public awareness program would reach out to members of the public, fence contractors and fence retailers/suppliers.
5. According to input from the Ministry of Environment Conservation Office, fence related injuries and deaths to deer and other wildlife occur regularly through the Okanagan Valley. Specific numbers of injuries and deaths caused by conflict with fencing is not separated out statistically.

C. Attachments:

Attachment 1 – Proposed Zoning Text (Fence Regulations) Amendment Bylaw 5890, 2022

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

N/A

E. Relevant Policy/Bylaws/Resolutions:

1. At its Regular Meeting of November 8, 2021 the following Notice of Motion was made:
"THAT Council amend Zoning Bylaw 5000 to prohibit pointed fences on properties".
2. At its Regular Meeting of December 13, 2021 the following resolution was passed:
"THAT Council amend Zoning Bylaw 5000 to prohibit pointed fences on properties".

BUDGET/RESOURCE IMPLICATIONS:

N/A

Prepared by:

Approved for submission to Council:

X

Signer 1
Craig Broderick
Manager, Current Planning

Will Pearce, CAO

Date: 07. FEBRUARY. 2022

X

Signer 2
Kim Flick, Director
Community Infrastructure and Development

REVIEWED WITH

- | | | |
|---|---|---|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input checked="" type="checkbox"/> Current Planning |
| <input type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input type="checkbox"/> Building & Licensing |
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| <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: N/A | | |
| <input type="checkbox"/> OTHER: | | |

G:\6400-6999 PLANNING AND DEVELOPMENT\6450 COMMUNITY PLANNING - ZONING BYLAW REVIEW\PROJECTS\Fence Regulations\220201_cb_Fence Regulations_Zoning Text Amendment.docx

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5890

A bylaw to amend the City of Vernon
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw Number 5000 to prohibit fences with pickets or finials extending above a horizontal rail within the City of Vernon;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the Local Government Act, and all amendments thereto;

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

1. This bylaw may be cited as the **"Zoning Text (Fence Regulations) Amendment Bylaw Number 5890, 2022"**.

2. The City of Vernon Zoning Bylaw Number 5000 be, and is hereby amended, as follows:

- (i) **AMENDING** Section 6.0 Landscape & Screening, 6.5 Fencing and Retaining Walls, 6.5.7 to add fence regulations as shown in **red** on attached Schedule 'A', attached to and forming part of this bylaw; and

3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.

BYLAW NUMBER 5890

PAGE 2

READ A FIRST TIME this day of , 2022.

READ A SECOND TIME this day of , 2022.

PUBLIC HEARING WAIVED this day of , 202.
(pursuant to Sections 464(2) and 467 of the *Local Government Act*)

READ A THIRD TIME this day of , 2022.

Approved pursuant to section 52(3)(a) of the *Transportation Act* this _____ day of
_____, 20____

for Minister of Transportation & Infrastructure
BYLAW 5890/eDAS ?

ADOPTED this day of , 2022.

Mayor

Corporate Officer

SCHEDULE 'A'

Attached to and Forming Part of Bylaw 5890
“Zoning Text (Fence Regulations) Amendment Bylaw Number 5890, 2022”

6.5 Fencing and Retaining Walls

- 6.5.1 Subject to traffic sight lines, the following **height** limitations shall apply to **fences**, walls, chainlink **fences** and hedges in all **Residential zones**:
- i) 1.2m (4.0ft) if situated along the **lot lines** within **front yard setbacks**;
 - ii) 2.0m (6.4ft) if situated behind the **front yard setback**;
 - iii) 2.0m (6.4ft) if situated along the interior and exterior and/or **rear yard**.
- 6.5.2 Screen **fences** shall be consistent with the quality of **building** design and materials of the primary **building**.
- 6.5.3 Screening **fences** required for outdoor storage areas for temporary shelters shall be a combination of opaque and translucent or lattice design to ensure nature surveillance is permitted into the space. Screen **fences** and walls shall complement **building** design and materials. *(Bylaw 5788)*
- 6.5.4 Fencing type may be established in neighbourhood plans, building schemes or by precedent from **adjacent** properties.
- 6.5.5 Wood **fences** shall be designed to a high level of finish with materials of lumber grade standard or better. Wood posts shall be treated against rotting to provide for the longevity of the **fence**. **Fences** shall be constructed with all components of sufficient size, materials, and strength to prevent sagging and to minimize rot. Along sloping ground, the top of wood **fences** shall be horizontal with vertical drops at the posts.
- 6.5.6 Screening **fences** shall be opaque double-sided **construction**. Where screen **fences** are allowed or required by this Bylaw, they shall be of an opaque or a combination of opaque, translucent or lattice design.
- 6.5.7 No **fence** constructed at the **natural grade** in residential **zones**, shall exceed 2.0m in **height**, except where **abutting** an **agricultural** or **commercial zone** the maximum **height** is 2.4m. **No fence shall have pickets or finials extending above a horizontal rail.**



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Laurie Cordell, Manager, Long Range Planning and Sustainability
Barbara Everdene, Long Range Planner

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: February 14, 2022
REPORT DATE: February 1, 2022
FILE: 6520-32

SUBJECT: KIN RACE TRACK ATHLETIC PARK DEVELOPMENT PROCESS

PURPOSE:

This report outlines a revised proposed process and timeline for the development of a concept plan for the Kin Race Track Athletic Park for consideration by Council.

RECOMMENDATION:

THAT Council support the revised process and timeline for the development of the Kin Race Track Athletic Park as outlined in the report titled "Kin Race Track Athletic Park Development Process" dated February 1, 2022 and respectfully submitted by the Manager of Long Range Planning and Sustainability and the Long Range Planner.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council support the revised process for the development of the Kin Race Track Athletic Park as outlined in the report titled "Kin Race Track Athletic Park Development Process" dated February 1, 2022 and respectfully submitted by the Manager of Long Range Planning and Sustainability and the Long Range Planner with the following amendments: *(to be cited by Council)*.

Note: The implications of this alternative depend on the scope of Council's amendments. Administration would report back on implications once assessed.

ANALYSIS:

A. Committee Recommendations:

N/A

B. Rationale:

1. At its Regular Meeting of January 24, 2022, Council provided additional direction on the development of a park at the Kin Race Track site. This direction included the removal of the affordable housing component and focused the development of the park as an athletic facility. In order to meet this new direction from Council, Administration is proposing the following updated process and timeline:

Task	Date
Test fitting - Develop a site plan to confirm that the desired park elements can be accommodated	February 15
Council review and consideration of outcomes of test fitting	February 28 Council Meeting
Concept option development	April 15
Council consideration of concept for public engagement	April 25 Council Meeting
Public review of concept	May

Final concept to Council for consideration and endorsement	June 13 Council Meeting
Develop/Issue Request for Proposal for staged design	July 28
Ground-breaking	TBD

C. Attachments:

N/A

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

The subject planning process involves the following goals/action items in Council's Strategic Plan 2019 – 2022:

- Develop a comprehensive plan for the Kin Race Track lands: explore a recreation and/or aquatic centre and consider additional uses such as housing and commercial
- Develop a new multi purpose Recreation Centre
- Develop a fenced off leash dog park in the City
- A new playing surface for Kal Tire Place North
- Continued implementation of the Parks Master Plan

E. Relevant Policy/Bylaws/Resolutions:

1. At its Regular Meeting of Monday, January 24, 2022, Council passed the following resolutions:

THAT Council direct Administration to remove affordable housing from the Kin Race Track Lands Concept Plans;

THAT Council direct Administration to ensure Wetland Area Trail Network #7 with a connecting road link (with bridge) be included in the Kin Race Track Lands Concept Plans;

THAT Council direct Administration to include a site for the Active Living Centre in all future Kin Race Track Lands Concept Plans;

THAT Council direct Administration to ensure the Kin Race Track Lands Concept Plans include a third sheet of ice at Kal Tire and an outside skating rink with potential heat capture;

THAT Council direct Administration ensure the Kin Race Track Lands Concept Plans include two artificial turf playing fields, a skate park and a domed facility of 100,000 square feet (field house);

THAT Council direct Administration ensure Kin Race Track Lands Concept Plans include outdoor courts for uses including, but not limited to basketball, pickleball, hard surface sports and wheelchair sports;

THAT Council direct Administration ensure the Kin Race Track Lands Concept Plans include a dog park, continuous walking trail and public washrooms;

THAT Council direct Administration ensure Kin Race Track Lands Concept Plans include a continuous ingress and egress for Road A to Old Kamloops Road; and

THAT Council direct Administration to include two ball diamonds in the Kin Race Track Lands Concept.

2. At its Regular Meeting of September 7, 2021, Council passed the following resolution:

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.

3. At its Regular Meeting of June 28, 2021, Council passed the following resolution:

*THAT Council **ratifies and confirms** the following resolution adopted at the **June 28, 2021**, Committee of the Whole meeting of Council:*

THAT Council endorse the following projects to be funded from the Fortis BC Legacy Reserve:

- 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) (\$10M).*


BUDGET/RESOURCE IMPLICATIONS:

This process will involve increased expenditure within the approved planning budget.

Prepared by:


Shawn Knuhtsen


Laurie Cordell
Manager, Long Range Planning and Sustainability


Barbara Everdene
Long Range Planner


Shawn Knuhtsen

Kim Flick
Director, Community Infrastructure and Development

Approved for submission to Council:


Will Pearce, Chief Administrative Officer

Date: 8. FEBRUARY. 2022

REVIEWED WITH

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| <input type="checkbox"/> OTHER: | | |



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:** 3900-01

PC: Kevin Poole, Director Community Safety, Lands and Administration **DATE:** January 27, 2022

FROM: Keri-Ann Austin, Manager, Legislative Services

SUBJECT: **PROPOSED AMENDMENTS TO ELECTION PROCEDURE BYLAW 3971**

Council, at its Regular Meeting held November 8, 2021, passed the following resolution:

"THAT Council receive the report titled "Randomized Names on Ballots" dated October 28, 2021, respectfully submitted by the Manager, Legislative Services;

AND FURTHER, that Council direct Administration to prepare an amendment to the Elections Procedure Bylaw #3971 to authorize the order of candidate names on ballots to be drawn by lot."

Administration has prepared a draft of the requested amendment to Election Procedure Bylaw 3971 (Attachment 1) by adding a new section, "10. Order of Names on Ballot Determined by Lot". Administration is also proposing the following amendments for Council's consideration:

1. **Required Advance Voting:** Section 107 of the *Local Government Act* (LGA) requires that two (2) advance voting opportunities must be held, one on the tenth day before general voting day and one "on another date which the local government **must establish by bylaw**".

Administration recommends establishing the second required advanced voting opportunity to be the third day before general voting day as this is the date that has been consistently used in the past. This is added as a new section "3. Required Advance Voting Opportunities".

2. **Public Access to Nomination Documents:** The LGA requires that nomination documents must be available for public inspection in local government offices during its regular hours from the time of delivery until 30 days after the declaration of the election results. Section 89(8) of the LGA provides that the local government may, **by bylaw**, provide public access during this period in any manner the local government considers appropriate, **including by the internet** or other electronic means.

Administration recommends that nomination documents be posted on the City's website in the section associated with election information for ease of public access during the required period. This is added as a new section "8. Public Access to Nomination Documents".

3. Minor housekeeping amendments include:

- a. Amending section 2.b, by striking out the reference to section "185" and replacing it with "2(a)"; and
- b. Amending section 4. by striking out paragraph (a) and renumbering accordingly.

RECOMMENDATION:

THAT Council direct Administration to bring forward for readings, the proposed amendments to 'Election Procedure Bylaw Number 3971, 1993' as outlined in the memorandum titled "Proposed Amendments to Election Procedure Bylaw 3971" dated January 27, 2022 and respectfully submitted by the Manager, Legislative Services.

Respectfully submitted,



Keri-Ann Austin
Manager, Legislative Services

Attachment 1 – Red line version of Draft Bylaw 3971 (consolidated version)



City of Vernon

***ELECTION
PROCEDURE
BYLAW***

#3971

Consolidated for Convenience

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 3971

AMENDMENTS

BYLAW	ADOPTION	AMENDMENT
4171	August 23, 1993	<ul style="list-style-type: none"> ▪ Amending time from 8:00 am to 9:00 am in Section 4a(i) ▪ Replacing Section 4a(iii) - Vernon Jubilee Hospital ▪ Replacing Section 5a(ii) and (iii) with 5a(ii) - Old City ▪ Replacing Schedule "A"
4265	July 22, 1996	<ul style="list-style-type: none"> ▪ Amending Section 4(a)(ii) from 4:00 pm to 2:00 pm ▪ Amending Section 4(a)(i) and (ii) by replacing Monday with Tuesday ▪ Renumbering subsection of Section 4 ▪ Addition of new subsection (iii) under Section 4(a) - Vernon Restholm ▪ Deleting subsections (i) and (ii) of Section 5 and replacing with (i) Okanagan Landing, (ii) Central City, and (iii) East Block ▪ Replacing Schedule "A"
4538	August 5, 1999	<ul style="list-style-type: none"> ▪ Replacing "prepare" in the preamble with "provide" ▪ Replacing "various" in second line of second paragraph with "voting" ▪ Replacing Section 1 <u>Definitions</u> – in accordance with the <u>Local Government Act</u> ▪ Replacing number 57 in Section 2 with 56 ▪ Replacing (a) in Section 4 ▪ Replacing the word "work" in first line of Section 4(b) with "a" and the words "above location" with "Special Voting Opportunity" ▪ Replace all of Section 5 – Municipal Voting Division with "Nomination Deposit"
4939	June 13, 2005	<ul style="list-style-type: none"> ▪ Delete all references to Municipal Act and replace with Local Government Act

BYLAW	ADOPTION	AMENDMENT
		<ul style="list-style-type: none"> Delete Section 2 – Use of Provincial List of Voter to Update the Register of electors and replace with Section 2 – Voter Day Registration Amend Section 3 – Additional Advance Voting opportunities by deleting subsection (i), (ii) and (iii) and replacing with (i)
5112	November 26, 2007	<ul style="list-style-type: none"> Addition of new Section 6 as follows: Ballots: <ul style="list-style-type: none"> Pursuant to Section 104 of the <i>Local Government Act</i>, the Chief Election Officer shall establish the form of ballots to be used in the general local election or other voting. Such determination includes the utilization of the Automated Ballots, for Voting Machines or Printed Ballot as follows: <ul style="list-style-type: none"> Printed Ballots shall be in the form prescribed in Section 104 and 105 of the <i>Local Government Act</i>; Use of Voting Machines shall be in accordance with Section 101 of the <i>Local Government Act</i> as outlined in the City of Vernon's current "Automated Voting Machines Authorization Bylaw Number 4539, 1999"
5684	May 14, 2018	<ul style="list-style-type: none"> Addition of new Section 5 as follows: <ul style="list-style-type: none"> <u>5. Minimum Number of Nominators</u> The minimum number of qualified nominators required to make a nomination for office as a member of Council shall be 10 (ten) as authorized in section 86 of the <i>Local Government Act</i>. Update all <i>Local Government Act</i> section references throughout bylaw.
XXXX		<ul style="list-style-type: none"> Amend 2.(b) by removing the number "185" and replacing with "2(a)" Add Section 3. "Required Advance Voting" ReNUMBER throughout as required Amend 4. by removing first paragraph Add section 8. "Public Access to Nomination Documents"

BYLAW	ADOPTION	AMENDMENT
		<ul style="list-style-type: none"> ▪ Add section 10. "Order of Names on Ballot to be Determined by Lot"

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 3971

A bylaw to provide for the determination
of various procedures for the conduct of
Local Government Elections and other voting

WHEREAS under the *Local Government Act* the Council may, by bylaw, determine various procedures and requirements to be applied in the conduct of local government elections and other voting;

AND WHEREAS the Council of The Corporation of the City of Vernon wishes to establish voting procedures and requirements under that authority;

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

1. Definitions – all definitions shall be in accordance with the *Local Government Act*.
2. Voter Day Registration (*Bylaw 4939, June, 2005*)
 - (a) For the purposes of all elections and other voting under Part 3 and Part 4 of the *Local Government Act*, a person may register as an elector only at the time of voting.
 - (b) Registration as an elector under section ~~185~~ 2(a) of this bylaw is effective only for the voting or other matters on which the opinion of the electors is being sought at the time of voting.
3. Required Advance Voting Opportunities
 - (a) As required by the *Local Government Act*, the following advance voting opportunities are established for each election, to be held in advance of general voting day for each election. Advance voting opportunities will be held during the hours of 8:00 am to 8:00 pm on:
 - (i) the tenth (10th) day before general voting day; and
 - (ii) the third (3rd) day before general voting day.

4. Additional Advance Voting Opportunities:

- ~~(a) — As authorized under Section 108 of the Local Government Act, the following additional advance voting opportunities are established for each Election or other voting to be held in advance of General Voting Day for each election or other voting:~~

As authorized under section 108 of the *Local Government Act*, the council authorizes the chief election officer to establish additional advance voting opportunities for each election or other voting to be held in advance of general voting day and to designate the voting places, establish the date and the voting hours for these voting opportunities. (*Bylaw #4939, June, 2005*)

5. Special Voting Opportunities:

- (a) To give electors who may otherwise be unable to vote an opportunity to do so, the Council will provide a Special Voting Opportunity as authorized under section 109 of the *Local Government Act* for each election, and authorizes the Chief Election Officer to establish a Special Voting Opportunity for each election, and to designate the location, the date and the voting hours within the limits set out in section 109 of the *Local Government Act* for the Special Voting Opportunity.

- (b) The following restriction apply to persons who may vote at a Special Voting Opportunity:

The only electors who may vote at the Special Voting Opportunity on the date when the Special Voting Opportunity is held are those voters who are residents of the facilities or those who have been admitted as patients to the Hospital.

- (c) The number of candidates' representatives who may be present at the Special Voting Opportunity is limited to the following:

- (i) one representative from candidates running for the office of Councillor;
- (ii) one representative from candidates running for the office of Mayor;

with the candidates' representatives to be chosen by agreement of the candidates for the Election or, failing such agreement, by the Chief Election Officer.

6. Minimum Number of Nominators (*Bylaw #5684, May, 2018*):

The minimum number of qualified nominators required to make a nomination for office as a member of Council shall be 10 (ten) as authorized in section 86 of the *Local Government Act*.

7. Nomination Deposit:

- (a) A nomination for Mayor must be accompanied by a deposit of One Hundred Dollars (\$100.00).
- (b) A nomination for Councillor must be accompanied by a deposit of One Hundred Dollars (\$100.00).

All nomination deposits shall be held by the Chief Election Officer and dealt with in accordance with the *Local Government Act*.

8. Public Access to Nomination Documents

Nomination documents will be available for public inspection in City Hall during regular office hours and available on the City's website from the time of delivery until 30 days after the declaration of the election results.

9. Ballots:

- (a) Pursuant to section 114 of the *Local Government Act*, the Chief Election Officer shall establish the form of ballots to be used in the general local election or other voting. Such determination includes the utilization of the Automated Ballots, for Voting Machines or Printed Ballot as follows:
 - (i) Printed Ballots shall be in the form prescribed in section 114 and 115 of the *Local Government Act*;
 - (ii) Use of Voting Machines shall be in accordance with Section 111 of the *Local Government Act* as outlined in the City of Vernon's current "Automated Voting Machines Authorization Bylaw Number 4539, 1999".

(Bylaw 5112, Nov. 2007)

10. Order of Names on Ballot Determined by Lot

Candidate names will appear on the ballot as determined by lot in accordance with the procedures set out in section 117 of the *Local Government Act*.

11. City of Vernon Municipal Election Bylaw Number 3256, 1984 and Advance Poll Bylaw Number 2620, 1977 are hereby repealed.

12. This bylaw may be cited as "Election Procedure Bylaw Number 3971, 1993".



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:** 8215-2021
PC: Doug Ross, Director, Recreation Services **DATE:** February 4, 2022
FROM: Stan Mitchell, Manager, Recreation Facilities
SUBJECT: RECREATION SERVICES - 2021 MAJOR MAINTENANCE PROJECTS

The purpose of this report is to give a high-level look at the 2021 Recreation Services Major Maintenance Projects.

COVID-19 has had an impact on the planned Recreation Services Major Maintenance Projects, including supplier issues, transportation challenges, lack of raw materials for manufacturing and how and when work was done.

The two largest projects, the Priest Valley Refrigeration Room Phase 1 and the Aquatic Centre Leisure Pool Air Handling Unit (AHU) were completed within the required time constraints and approved budgets. These two projects along with the completed installation of new Hot Water Heat Exchangers and the REALice cold water system at Kal Tire Place will have a positive impact on our energy consumption.

The information in the accompanying PowerPoint presentation outlines the projects and highlights utility savings at Kal Tire Place, Kal Tire Place North, Priest Valley Arena and the Vernon Recreation Centre.

RECOMMENDATION:

THAT Council receive the memorandum titled "Recreation Services - 2021 Major Maintenance Projects" and the accompanying PowerPoint presentation, dated February 4, 2022 respectfully submitted by the Manager, Recreation Facilities.

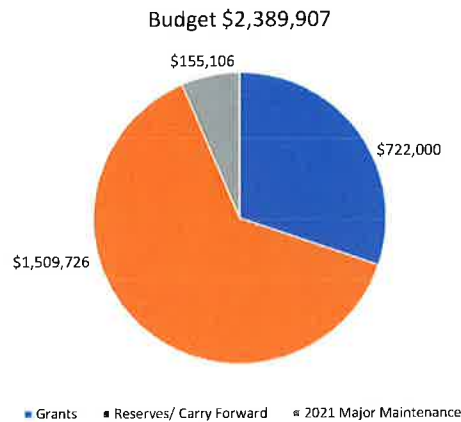
Respectfully submitted:

A handwritten signature in black ink, appearing to be 'SM', is located below the 'Respectfully submitted:' text.

Stan Mitchell
Manager, Recreation Facilities

Attachment: 2021 Recreation Projects Presentation

2021 Recreation Services Major Maintenance Projects



Priest Valley Refrigeration Room Phase 1



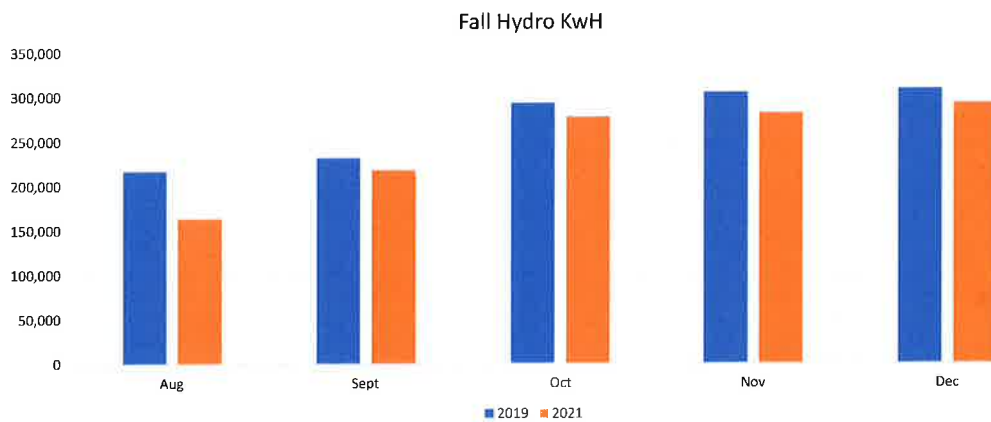
- Completed on time for 2021/2022 winter startup

Aquatic Centre Leisure Pool AHU



- We now have ability to heat, cool and dehumidify the air in the space

2021 Hydro Savings Recreation Centre & Priest Valley Arena



Priest Valley Gym Fire



- \$166,975 in Damages – new metal clad roof installed

Recreation Centre Fire Panel

- Savings from the Priest Valley Gym door project was used to complete this upgrade.



Recreation Centre Office AHU

- Working with Care Systems programming changes were made to the air handling system instead of adding additional equipment.
- \$27,500 was saved on this project by not adding new equipment.



Kal Tire Place Hot Water Heat Exchangers

- Replaced 5 existing heat exchangers with 3 new energy efficient units.
- \$11,000 savings in project costs was used to pay for a REALice cold water system.



Kal Tire Place REALice

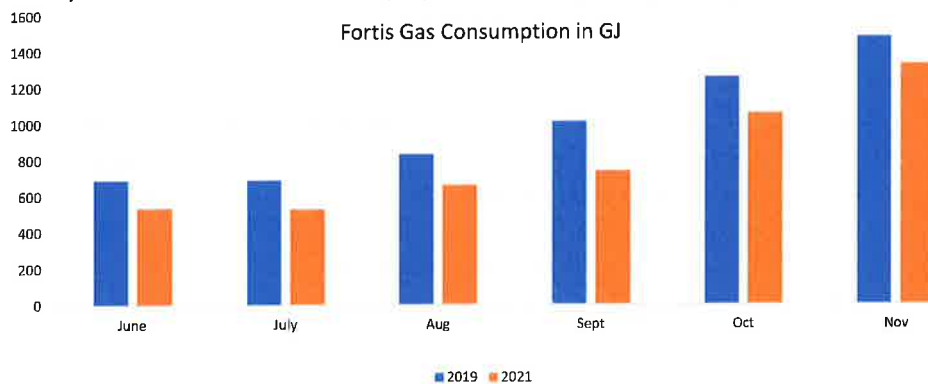
- Fortis gas savings ~150 GJ a month has already paid the \$11,000 investment back in 6 months.



- <https://realice.ca/the-city-of-vernon-installs-cost-saving-devices-at-all-indoor-arenas/>

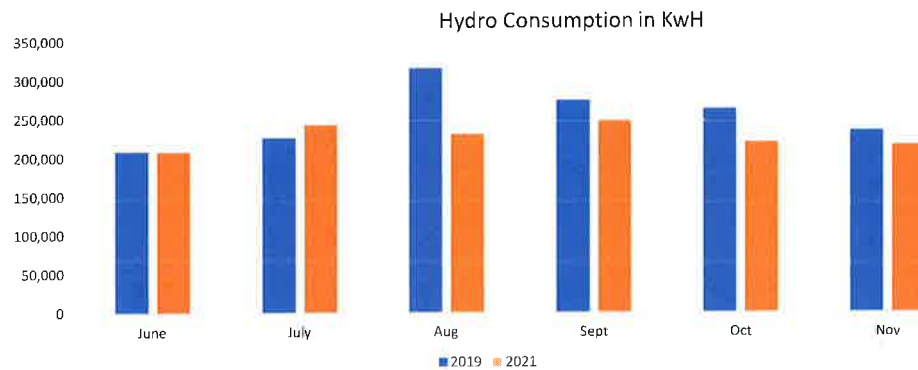
2021 Fortis Gas Savings Kal Tire Place / Kal Tire Place North

- KTP / KTPN 20% reduction, 1,119 GJ of Fortis Gas (June – Nov)



2021 Hydro Savings Kal Tire Place / Kal Tire Place North

- KTP / KTPN 11% reduction, 158,400 Kwh of Hydro (June – Nov)



Recreation Centre Exterior Lighting Upgrade



- RC Exterior Lighting, improved visibility and improved energy efficiency

Kal Tire Place Handrails



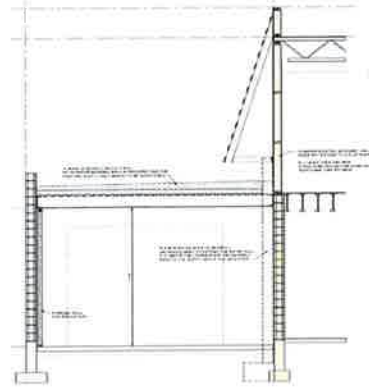
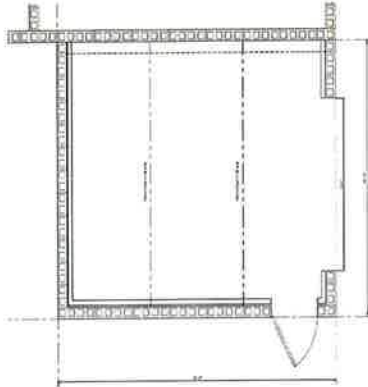
- Existing Railings

Priest Valley Boxing Club Exit



Existing Performing Arts enclosure

Centennial Zamboni Bay



- Construction Drawings are being assessed for Building Code compliance



THE CORPORATION OF THE CITY OF VERNON

REPORT/RECOMMENDATION TO COUNCIL

SUBMITTED BY: Sue Saunders, Emergency Program Coordinator **DATE:** February 4, 2022

FILE: 1855-20

SUBJECT: UBCM COMMUNITY EMERGENCY PREPAREDNESS FUND - 2022 EMERGENCY SUPPORT SERVICES

PURPOSE:

To receive Council authorization and support of a grant application for \$25,000 to the *UBCM Community Emergency Preparedness Fund - 2022 Emergency Support Services* to build City of Vernon's Emergency Support Services (ESS) capacity through purchase of required equipment.

RECOMMENDATION:

THAT Council authorize Administration to apply for a \$25,000 grant from the "*UBCM Community Emergency Preparedness Fund - 2022 Emergency Support Services*", as attached to the report of the same title, dated February 4, 2022 and respectfully submitted by the Emergency Program Coordinator;

AND FURTHER, that Council authorize the Administration to assume overall grant management should the grant application be successful.

Note: This grant requires Council resolution to receive funding.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council not support the application for a \$25,000 grant from the "*UBCM Community Emergency Preparedness Fund - 2022 Emergency Support Services*" and the proposed project not be undertaken in 2022.

ANALYSIS:

A. Committee/Board Recommendations:

N/A

B. Rationale:

1. The UBCM - Community Emergency Preparedness Fund – 2022 Emergency Support Services funds are intended to enhance resiliency of local governments in

responding to emergencies. This funding stream is not on-going and may not be available next year. If awarded, the project is to be completed within twelve months.

2. This project provides equipment to support Reception Centre operations and includes monitors, signage and worker supports. The full equipment list is provided on the last page of the attached grant application titled "UBCM Community Emergency Preparedness Fund - 2022 Emergency Support Services Application" (Attachment 1).

C. Attachments:

1. UBCM Community Emergency Preparedness Fund - 2022 Emergency Support Services Application.

D. Strategic Plan Objectives:

N/A

E. Policy (Existing/Relevance/None):

N/A

F. Relevant History:

N/A

G. Applicants Response:

N/A

H. Reasons for Bylaw:

N/A

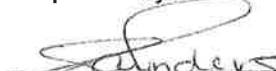
I. Resources:

N/A

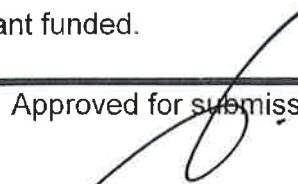
BUDGET IMPLICATIONS:

The proposed initiative is 100% grant funded.

Prepared by:


Sue Saunders, EPC

Approved for submission to Council:


Will Pearce, CAO

Date:

109. FEBRUARY, 2022

APPROVALS	DATE	COUNCIL AGENDA INFORMATION:	
Supervisor _____	_____	<input checked="" type="checkbox"/> Regular	Date: <u>February 14, 2022</u> Item # _____
Division Manager <u>DL</u>	<u>Feb. 8</u>	<input type="checkbox"/> In-Camera/COW	Date: _____ Item # _____
	<u>2022</u>	<input type="checkbox"/> Information Item	Date: _____ Item # _____
		<input type="checkbox"/> Agenda Addenda	Date: _____ Item # _____

REVIEWED WITH	REVIEWED WITH	REVIEWED WITH	REVIEWED WITH 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 Resources	<input type="checkbox"/> Utilities	<input type="checkbox"/> Recreation Services	
		<input type="checkbox"/> Other_Information Services_____	

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

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Community Emergency Preparedness Fund Emergency Support Services 2022 Application Form

Please complete and return the application form by **January 28, 2022**. All questions are required to be answered by typing directly in this form. If you have any questions, contact cepf@ubcm.ca or (250) 387-4470.

SECTION 1: Applicant Information	AP <i>(for administrative use only)</i>
Local Government or First Nation Applicant: City of Vernon	Date of Application: January 25, 2022
Contact Person*: Sue Saunders	Position: Emergency Program Coordinator
Phone: 250-550-7832	E-mail: ssaunders@vernon.ca

* Contact person must be an authorized representative of the applicant (i.e. staff member or elected official).

SECTION 2: For <u>Regional Projects Only</u>
1. Identification of Partnering Applicants. For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 4 in the Program & Application Guide for eligibility. N/A
2. Rationale for Regional Projects. Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request. N/A

SECTION 3: Project Information
3. Project Information A. Project Title: Emergency Support Services Reception Centre Equipment 2022 B. Proposed start and end dates. Start: March 2022 End: December 2022
4. Project Cost & Grant Request: Total proposed project cost: \$25,000.00 Total proposed grant request: \$25,000.00

Have you applied for or received funding for this project from other sources? If yes, please indicate the source and the amount of funding received or applied for.

No

5. Project Summary. Provide a brief summary of your project in 150 words or less.

ESS Reception Centre Equipment 2022 Project will build capacity to activate and operate Vernon Reception Centres particularly for large-scale and or extended events. This project proposal was informed by Vernon's 2021 host community ESS response.

The project will augment equipment used by the ESS Responder workforce working in the Reception Centre, including ICS functional vests, anti-fatigue mats, laptop risers, computer monitors, ESS responder t-shirts, lunch/staff room equipment and work station sneeze guards. It will also address Reception Centre communication challenges with the addition of two mobile whiteboards and a rolling mobile television monitor. It will assist Reception Centre work processes with deployable storage shelving and a commercial grade pull wagon. And, it will provide the necessary additional signage to direct evacuees to the Reception Centre parking areas and entrance and through hallways where applicable to the areas activated for Reception Centre use.

6. Emergency Plan. Describe the extent to which the proposed project will specifically support recommendations or requirements identified in the local Emergency Plan.

The City of Vernon's Emergency Plan (s.2.1.3) identifies the provision of supports to meet the basic human needs of residents displaced by emergency events, primarily through the use of Reception Centres and the engagement of volunteers who use EMBC's Emergency Support Services programs and tools. The City of Vernon manages and provides direction to the ESS response and responders (s.4.0) and when enacting an evacuation order directs evacuees to an activated Reception Centres (s7.4) for access to ESS.

Augmenting equipment of the reception centre and ESS delivery, will support the ESS workforce to deliver services and facilitate more expedient ESS delivery to evacuees.

SECTION 4: Detailed Project Information

7. Proposed Activities. What specific activities will be undertaken as part of the proposed project? Refer to Section 6 of the Program & Application Guide for eligibility.

This project will purchase 50 ICS functional vests, 8 anti-fatigue mats for stand-up work stations used by functions including Meet and Greet, Runners, and ERA supervisors, 17 laptop risers to provide more ergonomic data entry on the banquet style tables with non-height adjusting chairs, 13 computer monitors, 150 ESS responder t-shirts, deployable lunch/staff room equipment including items such as a portable microwave, coffee pot, kettle and 24 work station sneeze guards to support ERA workstations and collocated work areas such as logistics.

It will purchase two mobile 4' x 6' whiteboards on wheels and a 65-70" television with rolling stand to provide information to the ESS responders and/or provide information to waiting evacuees.

The project will purchase two collapsible storage shelving units and a commercial grade rolling pull wagon to assist with transferring and storing on-site Reception Centre stock, such as manual Registration and Referral forms, printer paper, and evacuee supports such as pet food, child care items, and shelf ready snack items.

And, it will purchase the necessary additional signage to direct evacuees to the Reception Centre parking and entrance areas and through hallways to the areas being used for Reception Centre services and from the Reception Centre to the group lodging facility.

8. Modernization of local ESS programs. How will the proposed activities support the modernization of the local ESS program? Will the Evacuee Registration & Assistance (ERA) Tool be implemented?

The proposed equipment is needed to address Reception Centre and ERA work processes. In 2021, we had 148 personnel (volunteers and employees) trained in ERA. At times in the 2021 host community response, our Reception Centre staffed 17 ERA stations, 3 ERA Supervisors, 3 Meet and Greet workers, 3 Logistics workers and still these well staffed work processes resulted in extended wait times, in the waiting room and lined up out the door. The new equipment will support the workforce to use the existing laptops, printers, and I-pads used with ERA more efficiently and help move evacuees through the Reception Center in a timelier way. The monitors will allow ERA workers to keep ERA open on the laptop screen while having ESS supplier information, the daily Reception Centre briefing materials, and/or other relevant internet reference materials or searches available on the monitor.

9. Capacity Building. Describe how the proposed project will increase emergency response capacity (i.e. having the physical resources and the skills to respond to emergencies) in your community.

This project provides equipment necessary to support ESS responders and their work in Reception Centres. In the 2021 host community Reception Centre response, we had 170 Vernon ESS volunteers, 46 other agency volunteers and almost 30 Vernon employees engaged to provide emergency response ESS services to more than 3000 evacuees in the Reception Centre during the pandemic.

The project provides equipment to support this workforce perform ESS response work safely and efficiently.

The project provides equipment to support evacuees access the Reception Centre and receive Emergency Support Services available in the Reception Centre and information about other services available for them in the broader community.

10. Host Community Capacity. Describe how the proposed project will increase emergency response capacity as a host community?

The jurisdictions surrounding the City of Vernon's emergency program have their own distinct emergency programs. The majority of the commercial ESS suppliers in the region are located in Vernon. And, many of the residents from these other jurisdictions

are connected to Vernon by government service delivery including in some cases their Canada Post mailing addresses, Interior Health services, schools, etc.

Vernon was a host community in the spring of 2017 in support of neighbouring jurisdictions impacted by Okanagan Lake and freshet flooding and for the Cariboo wildfire evacuees in the summer. In 2021, the White Rock Lake Wildfire response saw Vernon activate a group lodging facility and a Reception Center that operated for 40 continuous days, clocking 6400 volunteer hours and creating over 10,000 referrals. Also, in the fall of 2021 activating in support of jurisdictions impacted by the Atmospheric River event, Vernon activated an ESS Call Centre for 5 days clocking over 250 volunteer hours, 250 evacuee households contacted and creating 110 referrals.

The equipment purchases proposed in this project will better enable Vernon to retain ESS responder workforce necessary to support large-scale, long duration Reception Centres and to equip the processes necessary to provide efficient evacuee services.

- 11. Transferability.** Describe the extent to which the proposed project may offer transferable resources and supplies and knowledge sharing with other local governments and/or First Nations (e.g. ESS volunteers/responders, training resources, cots, blankets, etc.).

The equipment proposed in this project will better enable Vernon ESS to provide more efficient ESS to evacuees and better support the volunteer workforce delivering those services. This year Vernon ESS volunteers travelled to work in the Kamloops, Okanagan Indian Band, and Merritt Reception Centres, bringing with them knowledge of what worked in Vernon. The surrounding local government emergency programs contract the Canadian Red Cross (CRC) to provide ESS. In the 2021 host community response to White Rock Lake Fire, the neighbouring local governments did not activate Reception Centres for their evacuees. CRC volunteers were deployed to our Reception Center to work along side and as part of our team delivering ESS services.

- 12. Partnerships.** In addition to Question 1, if applicable, identify any partners you will collaborate with on the proposed project and specifically outline how you intend to work together and enhance mutual aid.

N/A

- 13. Evaluation.** How will the project be evaluated? How will performance measures and/or benchmarks be used to measure outcomes? (e.g. tracking the number of training events and recruitments, external evaluators, etc.)

The equipment proposed in this project address areas for improvement identified during the 2021 host community responses. ESS responder feedback and evacuee wait times will be observed and reviewed in future events and exercises.

- 14. Progress to Date.** If you received funding under prior intakes for the Emergency Support Services funding stream, please describe the progress you have made in increasing ESS capacity through prior projects.

The 2017 project acquired two laptops and implemented volunteer management software with training. In The 2018 ESS grant augmented Vernon's reception centre/group lodging resources with the purchase of a set of reception centre and group lodging function/station signage and ESS responder apparell. It also built some internal

planning capacity through preparation work for an ESS conference. In 2020, the ESS grant enabled broad use of the ERA tool, through the purchase of fourteen additional laptops, two printers, four monitors and two I-Pads.

15. Additional Information. Please share any other information you think may help support your submission.

The resolution to this application is scheduled for consideration at the next meeting of Council

SECTION 5: Required Attachments

Only complete applications will be considered for funding.

The following separate attachments are required to be submitted as part of the application:

- ☐ Council or Board resolution, Band Council resolution or First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- ☒ Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- ☐ For regional projects only: Council or Board resolution, Band Council resolution or First Nation resolution from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

SECTION 6: Signature Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, all information is accurate, (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place) and (3) we understand that this project may be subject to a compliance audit under the program.

Name: Sue Saunders

Title: Emergency Program Coordinator

Signature*:


A certified electronic or original signature is required.

Date: January 28, 2021

* Signatory must be an authorized representative of the applicant (i.e. staff member or elected official).

Submit applications to:

Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

City of Vernon ESS Program

January 25, 2022

UBCM Community Emergency Preparedness Fund 2022 ESS grant

Emergency Support Services Reception Centre Equipment 2022 Project

Reception Centre Supplies	AMOUNT
Response vests (x 50)	\$4,250.00
Reception Centre Television/Monitor, ~65-70" with rolling stand (x 1)	\$1,600.00
Whiteboard 2 sided mobile 4' x 6' units (x 2)	\$3,350.00
Signage - A-frame style external directional signs - Reception Centre (x 6) - for Group Lodging (x 4)	\$2,625.00
ESS Signage - inside Reception Center (ie. hallway and entrance locations) (x 3)	\$900.00
Reception Centre storage shelving collapsable (x2)	\$910.00
Anti-fatigue floor mats for standup work stations (x 8)	\$640.00
Laptop risers, collapsible (x 17)	\$1,020.00
Computer Monitors ~ 24" (x 13)	\$3,120.00
ESS Responder apparel t-shirts (x 150)	\$1,800.00
Pull wagon commercial grade (x 1)	\$385.00
ERA workstation ~36" plexiglass sneeze guards (x 24)	\$3,600.00
Reception Centre Staff room equipment, microwave, coffee pot, kettle, etc.	\$500.00
Miscellaneous cables and fasteners	\$300.00
Total	\$25,000.00

PROJECT EXPENSES SUMMARY	TOTALS
	\$25,000.00
Total UBCM CEPF ESS grant funding addendum requested	\$25,000.00



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:** 6900-01
PC: Kim Flick, Director, Community Infrastructure & Development **DATE:** February 1, 2022
FROM: Torrie Silverthorn, Manager, Tourism
SUBJECT: TOURISM VERNON 2022 TACTICAL MARKETING PLAN

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

In the fall of 2021, Administration began working with the Tourism Marketing Sub-Committee, a sub-committee of the Tourism Commission, on the development of the Tourism Vernon 2022 Tactical Marketing Plan (Attachment 1). The committee was comprised of representatives from Predator Ridge Resort, Greater Vernon Chamber of Commerce, Rise Golf Club and the Vernon Winter Carnival Society. The group provided valuable insight to Administration regarding industry challenges related to the pandemic, new consumer travel behaviours and emerging target markets. The Tourism Vernon 2022 Tactical Marketing Plan was created in keeping with the feedback provided by the sub-committee, as well as the long term goals and strategies outlined in the 2018-2022 Tourism Vernon Business Strategic Plan.

Despite numerous challenges, visitation to Vernon exceeded expectations and returned towards pre-pandemic visitation levels throughout 2021. MRDT in Vernon hovered near, and at some points above, the five-year rolling average, and 2022 MRDT revenue is forecast to be near pre-pandemic levels. The 2022 Tactical Marketing Plan aims to support and grow this positive momentum in a number of ways. In particular, expanding Tourism Vernon's ability to inspire and capture target audiences with digital marketing is central to the recommended 2022 tactics. A new full time Digital Marketing Coordinator and a pending new website underpin the Tourism Department's emphasis on digital marketing and capturing tourists and visitors in new and exciting ways.

Enhancing Tourism's approach to the Mobile Visitor Services program is also central to the 2022 plan. In addition to a new, full time Visitor Servicing Coordinator, digital engagement tactics will be used to support the more traditional forms of Visitor Services (phone calls, emails and in-person interactions). Examples include online chat, live social media updates from the Visitor Servicing team and on-going updates to www.TourismVernon.ca's popular events calendar. The goal of the Mobile Visitor Services program remains: *meeting visitors exactly where they are with exactly the information they need when they need it.*

In accordance with the Tourism Commission Bylaw, any expenditures outside of 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.

With the support of the Tourism Marketing Sub-Committee, the plan and associated budget were brought forward to the Tourism Commission for review and endorsement at its meeting of January 19, 2022. At this meeting the Tourism Commission passed the following motion:

THAT the Tourism Commission adopt the 2022 Tactical Marketing Plan as presented at the January 19, 2020 Tourism Commission meeting.

RECOMMENDATION:

THAT Council support the “2022 Tactical Marketing Plan” as recommended by the Tourism Commission and attached to the report titled “Tourism Vernon 2022 Tactical Marketing Plan” dated February 1, 2022 and respectfully submitted by the Manager, Tourism.

Respectfully submitted:


Torrie Silverthorn
Manager, Tourism

Attachment 1 – Tourism 2022 Tactical Marketing Plan

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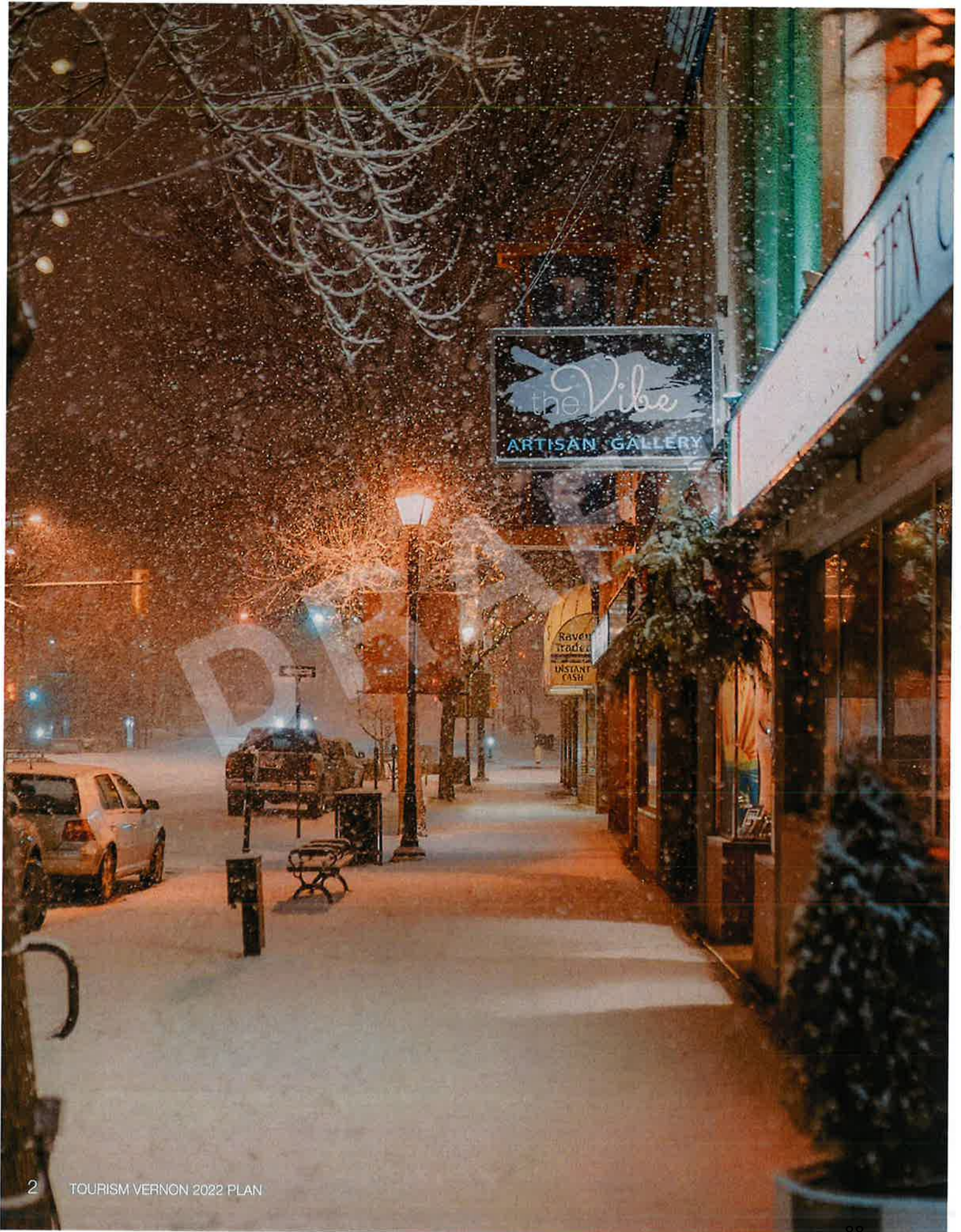
TOURISM VERNON

2022 TACTICAL MARKETING PLAN

CITY OF VERNON
ECONOMIC DEVELOPMENT & TOURISM DEPARTMENT



TOURISM
Vernon



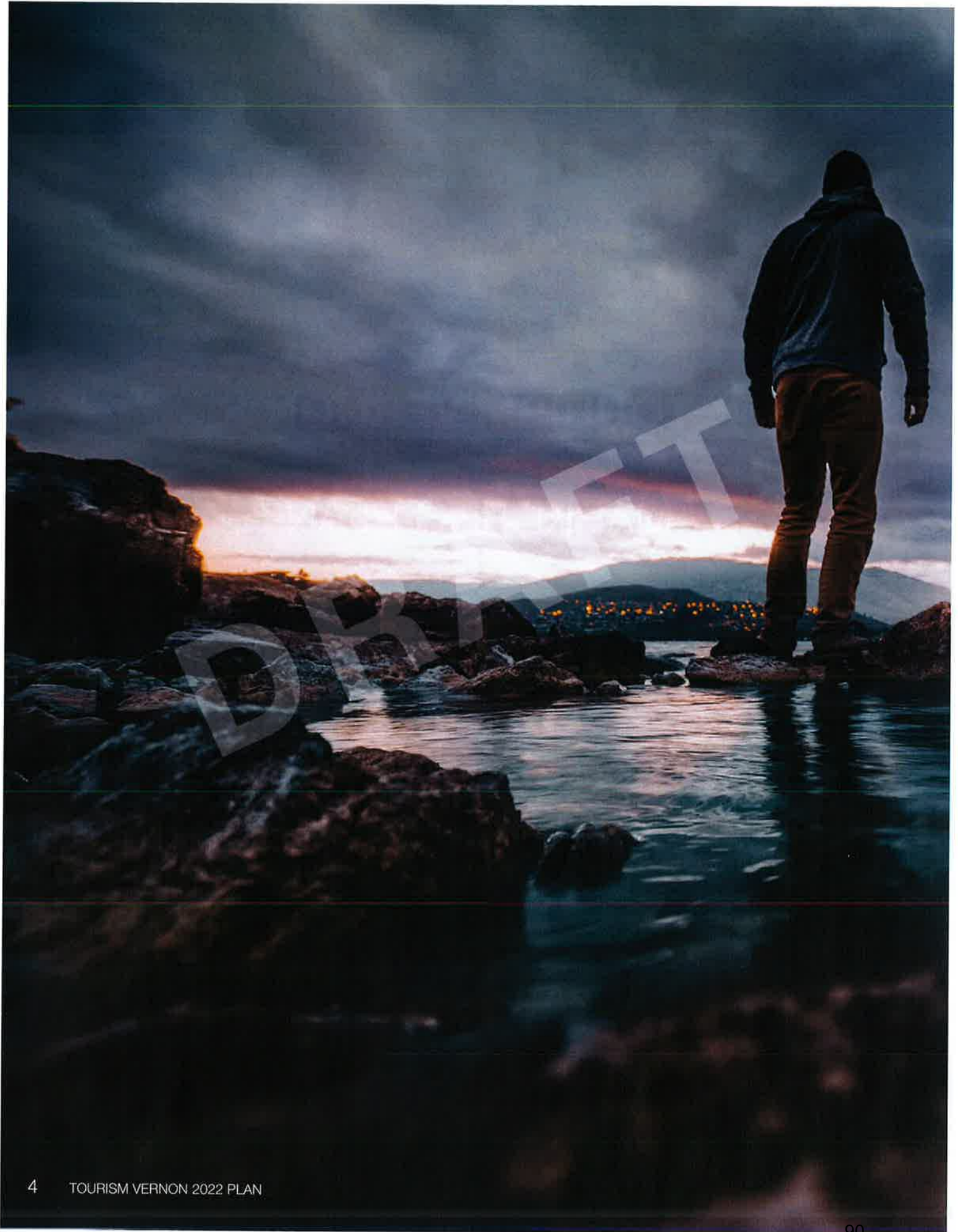
TOURISM VERNON

2022 TACTICAL MARKETING PLAN

prepared by:

City of Vernon
Tourism Department
(Tourism Vernon)

December 2021



Thank you to the Tourism Commission whose input was
valuable in creating this tactical marketing plan:

Council
Councillor Kari Gares
Mayor Victor Cumming
(Alternate)

Accommodation
Providers
Claus Larsen (Chair)
Bobby Bissessar
David Gibbs
Samantha Jones

Arts & Culture
Gale Woodhouse
Dauna Kennedy
(Vice Chair)

Attractions Sector
Kevin O'Brien

Biking Sector
Brett Woods

Golf Sector
Michael Van Horne

Restaurant Sector
Clinton Bialas

Ski Sector
Troy Hudson

Sports & Events
Ricardo Smith

Greater Vernon
Chamber of Commerce
Richard Rolke

Downtown Vernon
Association
Susan Lehman

Okanagan Indian Band
Mike Fotheringham

SilverStar Mountain
Resort
Ian Jenkins (Non-Voting)



EXECUTIVE SUMMARY

Tourism Vernon's *2018-22 Tourism Strategic Business Plan* and *2022 Tactical Marketing Plan* provide detailed descriptions of Tourism Vernon's goals, strategies and target markets based on Vernon's product offering as a destination. Throughout this remarkable time, Tourism Vernon has adapted its marketing and messaging to align with Public Health Officer (PHO) orders and advisories. Keeping our community safe and adhering to public health orders will always be a priority. At the same time, a pent-up demand for travel exists and Vernon's unique product offering stands to capture its market share of travelers seeking domestic destinations with exceptional outdoor experiences. The 2022 Tactical Marketing Plan lays out goals, strategies and tactics that aim to encourage travelers seeking this type of holiday to explore Vernon.

While a pent-up demand for travel exists, COVID 19 testing requirements will impact the ease of air travel for some time. For this reason, an emphasis on domestic drive markets, including all parts of BC and Alberta, will take place across most 2022 tactics. The Ontario market has shown growing interest in the Okanagan and Tourism Vernon will also create campaigns specifically targeting Ontario audiences throughout 2022.

Summer and winter remain Vernon's top tourism seasons. In order to extend economic impacts into the shoulder seasons, Tourism Vernon will continue to target applicable markets with increasing activity headed into spring and fall. While some travel trade and tour operator activity are likely to resume in 2022, group travel will be slower to recover compared to other markets. For this reason, capturing the Free Independent Traveler (FIT) and Visiting Friends and Relatives (VFR) markets is the focus of many of Tourism Vernon's tactics.

While traditional marketing and media are still at the core of 2022's plan, an emphasis on digital tactics can also be found throughout this plan. Digital campaigns address the growing demand for online information, provide detailed data and insights and allow staff to make quick, micro adjustments to how and who a campaign is targeting. A database of high-quality photo and video content is important to the success of any digital marketing campaign. For this reason, staff will take on several projects in 2022 aimed at creating authentic, engaging content featuring Vernon's attractions, environment, community and activities.

Despite seemingly endless challenges, visitation to Vernon remained healthy throughout 2021. Municipal & Regional District Tax (MRDT) in Vernon hovered near, and at some points above, the five-year rolling average, and 2022 MRDT revenue is forecast to be near pre-pandemic levels. In keeping with our positive momentum, Tourism Vernon will see the addition of two new team members and a new website in 2022. The visitor servicing focused role and digital content focused role will both allow staff to create more content in-house, improve our ability to assist visitors and engage with local industry in a more proactive way. A new website will also serve to grow Tourism Vernon's ability to serve visitors online and promote Vernon in new and exciting ways.

As we enter the final year of Tourism Vernon's *2018-22 Tourism Strategic Business Plan* and staff work towards a Municipal & Regional District Tax (MRDT) renewal and new five-year strategy, 2022 stands to be a year of exciting transition. Our local tourism sector can be proud that, amidst heat domes, wildfires and a global pandemic, visitation to Vernon remained strong. During a time when other destinations similar in size have truly struggled, our community saw two of its largest MRDT collection months on record. This speaks to the opportunities we have ahead of us and the need for a more aggressive approach to our tactics and position. 2022 will be a great year for tourism in Vernon.



2018-2022 STRATEGIC DIRECTION

The *2018-22 Tourism Strategic Business Plan* sets the goals and vision for Tourism Vernon to December 31, 2022. The strategy was developed with significant input from stakeholders and was endorsed by the Tourism Advisory Committee (now Tourism Commission) and City Council. The *2022 Tactical Marketing Plan* has been developed to continue to implement the goals and objectives identified within the *Strategic Business Plan*.

The information below is a high level summary of the strategic framework as outlined in *2018-22 Tourism Strategic Business Plan*. A full copy of the *2018-22 Tourism Strategic Business Plan* is available online: https://www.vernon.ca/sites/default/files/docs/community-economic/tourism_vernon_business_strategic_plan_-_final_ammended.pdf.

VISION

Be the most innovative and effective DMO in the Thompson Okanagan in motivating our community and partners to grow in excellence, and inspiring our target markets to experience our destination.

GOALS

It is the desire of Tourism Vernon's stakeholders to see a realistic stretch target that demonstrates a stronger growth rate in Vernon than the provincial average. Baseline research by Tourism Vernon will be continually required to determine the current performance measurement of these objectives and continue to establish targets for the future.

MISSION

It is the mission of Tourism Vernon to promote, protect and enhance Vernon's position as one of North America's premier holiday and lifestyle destinations through leading the execution of targeted marketing programs, supporting destination development programs and advocating for the sustainable growth of tourism in 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.





TARGET MARKETS

The primary target markets have been derived and adapted from those found in the *2018-22 Tourism Strategic Business Plan*.

PRIMARY

- **Leisure**
 - Active travelers
 - Geographic:
 - Lower Mainland / BC markets
 - Northern Alberta / Edmonton
 - Southern Alberta / Calgary
 - Ontario
 - EQ Profiles: Free Spirits, Cultural Explorers, Authentic Experiencers, Rejuvenators
- **Free Independent Travelers (FIT)**
- **Visiting Friends and Relatives (VFR)**

SECONDARY

- **Okanagan Day Trippers/Regional Market**
- **Sports & Cultural groups that meet public health guidelines**
- **Hyper-Local**

MONITOR

- **Travel Trade – Tour Operators**
- **Washington – Seattle/Spokane**
- **Large Events and Sport & Cultural Groups**

DEMAND GENERATOR THEMES

Six demand generators / market segments have been identified for Vernon. These have been identified through research and stakeholder feedback. Future marketing and development initiatives should endeavor to include these themes.

- **Leisure Market – Outdoor Recreation**

- 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.
- Includes: hiking, cycling (trail/road), mountain biking, water sports, golf, downhill skiing, nordic skiing, snowshoeing, wildlife viewing, etc.

- **Leisure Market – Festivals and Events**

- Festivals and Events are strong travel motivators and have been identified as a key opportunity to attract shoulder season visitation. Festivals and Events can support and enhance other demand generators, e.g., mountain biking events, golf events, agritourism festival, ski event, sport tourism event, etc.
- Includes cultural and performing arts events

- **World Class Resort-Based Experiences**

- Specific demand generator for targeted resort-based experiences, including Predator Ridge (golf), Sparkling Hill (health and wellness), and SilverStar Mountain Resort and Sovereign Lake Nordic Centre (winter)

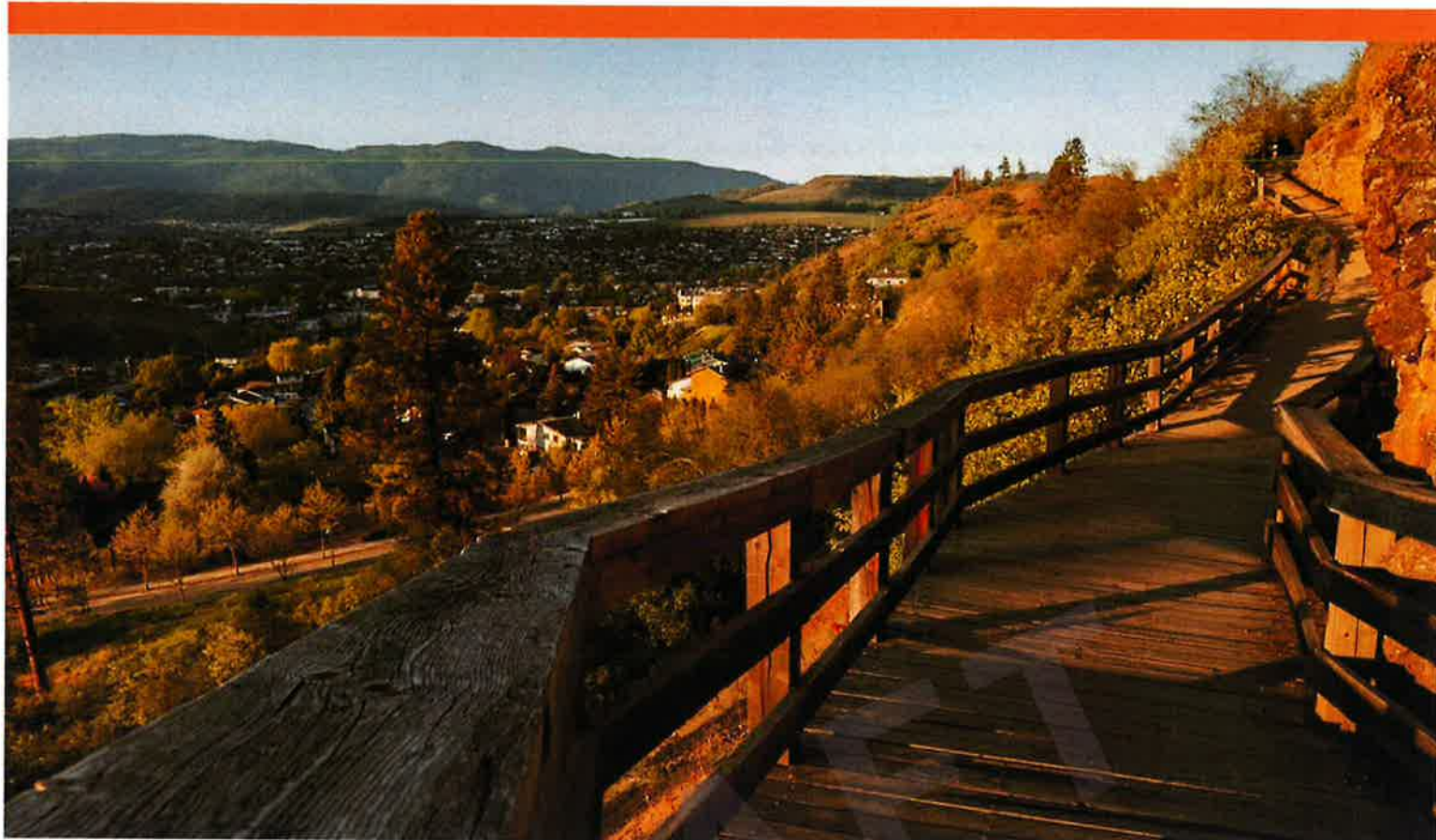
- **Leisure Market – Small Town Charm**

- Consumer research demonstrates that Vernon's appeal to visitors includes the downtown and its small town charm, as well as the people in Vernon
- Downtown
- Culinary & Agritourism
- Family Friendly, including attractions, heritage sites, etc.
- Vernon People

- **Sports Tourism**

- **Travel Trade – Free Independent Travelers (FIT) and Group Tours**





SUSTAINABLE TOURISM & CLIMATE ACTION

Tourism Vernon initiates and incorporates sustainable approaches to local tourism and marketing each year. Sustainable development embraces all aspects of a healthy, thriving world and can be actioned at the Destination Marketing Organization (DMO) level on a daily basis through thoughtful, well informed decisions. Aligned with Destination Canada, Destination BC, the Thompson Okanagan Tourism Association and the City of Vernon, Tourism Vernon is continuously engaged and growing with sustainable practices as a pillar.

The City of Vernon's mission is to provide effective and efficient local government services that benefit our citizens, our businesses, our environment and our future. City Council is committed to reducing our greenhouse gas emissions and responding to the impacts of climate change by taking strategic, practical and sustainable actions and Tourism has an important role to play in these actions. Encouraging sustainable tourism practices through thoughtful marketing, community collaboration and visitor education are just a few steps staff have taken towards reducing tourism's environmental impact on our community. To review the City of Vernon's *Climate Action Plan*, visit: [Climate Action | City of Vernon](#)

At a regional level, Tourism Vernon staff support and engage regularly with the sustainability efforts of the Thompson Okanagan Tourism Association (TOTA). As outlined in TOTA's *10 Year Regional Tourism Strategy*, long term goals for our region include an unwavering commitment to a "sustainable and responsible tourism industry". At a national level, Tourism Vernon staff join their peers on an annual basis at the IMPACT Conference, a national discussion on the tourism industry's impact on Canada's economic, social, environmental and cultural fabric. IMPACT's goal is to align the Canadian tourism industry, as well as stakeholders and communities touched by tourism, behind a vision to achieve economic, social and environmental sustainability.

2022 MARKETING GOALS & OBJECTIVES

- Capitalize on the existing demand for outdoor leisure travel by promoting Vernon's exceptional outdoor experiences and complimenting activities to high volume and high value target markets
- Promote Vernon's product offering to high value markets with high impact promotions
- Encourage repeat travel and visitor/consumer delight through elevated visitor and destination experiences
- Inspire local and regional citizens to refocus their unmet desire to travel on Vernon's offerings
- When it is appropriate to do so, promote Vernon as a destination to international markets
- Capture the FIT and VFR market in new and creative ways
- Continue to build visitation to Vernon in the shoulder seasons
- Improve and grow engagement across all Tourism Vernon's owned marketing channels



2022 STRATEGIES

HOW WILL WE ACHIEVE THESE GOALS?

- Promote initiatives that increase awareness of responsible tourism, length of stay and visitor yield while encouraging return visitation, with a focus on the shoulder seasons
- Gather Vernon-specific data to better understand micro and macro tourism trends specific to our community
- Tell Vernon's lesser known story of arts and culture, history and hidden gems
- Heavy use of digital marketing tactics to allow versatility in our campaigns (i.e. easy to adjust demographics as travel restrictions and consumer behavior change)
- Enhance audience engagement with Tourism Vernon's channels by promoting content, events and attractions that appeal specifically to key market segments
- Enhance mobile and digital visitor servicing program: assist potential visitors and existing visitors that we may not have reached otherwise and provide them with timely, helpful information in new, innovative ways
- Create ambassadorship and local pride in Vernon residents generating positive word-of-mouth marketing (an exceptionally powerful and often overlooked marketing tool)
- Push audiences to partner websites to encourage conversion and revenue
- Continue to build our owned video and photo asset library that can be used as multi-purpose promotional tools, allowing staff to easily and quickly create or adjust content for marketing campaigns, and repurpose existing assets for new campaigns
- Encourage collaboration and product development through industry education and engagement
- Pursue strategic partnerships with local, regional and provincial partners to pool marketing funds and extend promotional efforts
- Improve brand control and brand identity through enhanced quality control over consumer-facing content and revisiting internal communication and branding policies



SECTORS OF FOCUS

DEMAND-GENERATING SECTORS THAT TOURISM VERNON WILL COLLABORATE WITH CLOSELY

Hiking, Biking & Trails

For 2022, staff will work with key organizations, influencers and industry partners to help grow Vernon as a hiking and biking destination. Vernon's trail systems are a key attraction for multiple demand-generating segments.

Golf

Vernon is a golf destination in its own right. Tourism Vernon continues to work closely with BC Golf Marketing Alliance to actively promote Vernon's exceptional golf product. One of the goals moving forward is to encourage all levels of players to look at destination golf experiences.

Health and Wellness

The Okanagan Valley remains an iconic region in BC as a wellness destination with outdoor, orchard and farm-fresh dining experiences. With three world-class resorts offering extensive health and wellness product and abundant outdoor living experiences, this section will continue to remain a priority for Tourism Vernon's promotional activities.

Ski

British Columbia is touted as one of the best ski destinations in the world. Vernon is home to SilverStar Mountain Resort and Sovereign Lake Nordic Centre to offer world class winter experiences.

Arts and Culture

While most people arrive in Vernon for the first time for the exceptional outdoor experiences, Vernon's arts, culture and history are proven reasons visitors return to our destination.

Shoulder Season Event Development

In 2022 staff will work closely with the Sports & Cultural Society of the North Okanagan to develop and implement a strategy to focus on bringing events of all sizes back into our community. Events can be an effective way to develop shoulder season visitation.

TACTICS

Measurable promotional initiatives that increase awareness of responsible tourism, length of stay and visitor yield while encouraging return visitation, particularly in the shoulder seasons.

DIGITAL MARKETING

New Website Development

- Mobile focused design compatibility for enhanced on-the-go user experience
- Better user experience with rich imagery and video content along with easy to navigate menus with shortest number of clicks to reach the information tourists need
- Better mapping functionality for tourists to navigate their way around roads and trails
- Easy for staff to navigate and regularly update to keep it fresh and relevant and add to the events calendar on a daily basis
- Transfer top performing positions for keywords and Search Engine Optimization (SEO) to the new site while consolidating page count
- Continue to update and consolidate current content when transferred to the new site
- Integrate business directory to allow for streamlined conversions to stakeholder and accommodation providers' websites and booking platforms

Social Media: Paid and Organic

Facebook, Instagram and YouTube have proven to be adaptable and versatile platforms for marketing as we navigate through the COVID-19 pandemic and recovery.

Showcasing stakeholder content along with Vernon's natural beauty will continue to be a focus on all channels. Introducing a strategic plan promoting relevant blogs and content on the website on social media channels to generate a call to action is a focus for 2022.

Digital Advertising and Sponsored Content

Digital advertising offers reliable metrics and reporting which gives Tourism Vernon the ability to fine tune marketing campaigns to suit target markets. Continue to emphasize digital ads on local/regional platforms such as Castanet, Vancouver is Awesome and national platforms such as Global News, NHL.com and CTV.ca. Work

with regional platforms like Kelowna Now to do sponsored content and giveaways to promote regional travel to Vernon.

E-newsletters

Tourism Vernon will continue to produce e-newsletters for several target audiences. E-newsletters have proven to be an effective way to turn subscribers and followers into actual visitors. The goal in 2022 is to build up subscription numbers (grow our databases) and generate more conversions to stakeholders' websites and booking platforms from consumer newsletters.

Tourism Vernon produces 12 – 15 E-newsletters per year. E-newsletter types include:

- Consumer
- Industry
- Golf
- Travel Trade Media

Content Development: Photo, Video and Copywriting

Video content is being consumed at higher rates than ever. Tourism Vernon will focus more efforts in 2022 on creating high quality video content to utilize across all digital platforms, e-newsletters, website and television commercials. Captivating imagery featuring all of Vernon's key sectors, stakeholders and experiences is needed for all marketing efforts. Staff will continue to work with contractors and in-house resources to utilize existing content while adding new experiences to the mix.

Asset Management & User Generated Content Software

CrowdRiff is a digital platform that pulls user generated photos from multiple social media channels and collects them all in one easy-to-access hub for DMOs to use in countless ways. Introduced by Destination BC, Crowdriff allows DMOs to search photo and video content by location, hashtag and activity and gain rights to use in our own marketing campaigns.

TRADITIONAL MARKETING

Television and Radio Campaigns

Traditional media is effective for advertising to particular market segments. Staff will continue to work with organizations like Rogers Media, Corus Entertainment, Bell Media, NG Media and others to promote Vernon.

Print Advertising

Tourism Vernon will continue to choose strategic placements in high quality print publications to match our target audiences' interest, such as:

- WestJet Magazine
- BC Magazine
- BC Wine Tour Handbook
- Toronto Sun
- Kootenay Mountain Culture

Visitor Guide

With the Visitor Centre closed permanently, the official Visitor Guide is a vital piece of the visitor experience. With a well-received refresh in 2021, Tourism Vernon will refresh the current content and include more maps and itineraries for 2022, as per visitor and stakeholder feedback. Up to 25,000 printed copies will be distributed across the province, with a focus on local and regional locations. The visitor guide will also be made available online at TourismVernon.com and promoted via E-newsletter and social media.

The Visitor Guide provides valuable visuals and details regarding Vernon's tourism and stakeholder offerings and encourages visitors to try or find an attraction that may not already have been on their itinerary.

Market Research

As we continue to navigate through the global pandemic, consumer behaviors continue to change and it is important Tourism Vernon understands the new consumer behavior and trends. Relevant research and insights help determine marketing efforts for the short and long term.

Staff would utilize data from platforms and companies such as:

- Telus Insights
- Tourism Sentiment Index Digital Dashboard
- Air DNA
- STR



MEDIA DEVELOPMENT

Writers, Bloggers & Influencers

Working closely with Destination Canada, Destination BC, TOTA and existing media contacts, Tourism Vernon will arrange hosted media visits and familiarization tours. The engagement of media writers, travel bloggers and influencers is an effective medium for promoting our region to a broad spectrum of potential visitors. Media writers can be a significant influence over where people choose to vacation.

Influencer Event

Create an iconic weekend getaway in Vernon, inviting and hosting multiple regionally based influencers to showcase what Vernon has to offer. The timing and scope of this event will be subject to provincial health, travel and event guidelines.

Local Experts Program

Continue to work with local experts from various sectors like biking, culinary and indigenous culture to create written, video and photo content for Tourism Vernon's channels.

INDUSTRY & PARTNER ENGAGEMENT

Hotelier Engagement Program

A new initiative for 2021 that did not come to fruition due to the pandemic, this program would focus solely on local hoteliers and their engagement with Tourism Vernon's programming. Once it is safe to do so, networking events facilitating collaborative discussions between hoteliers and tourism businesses would be the basis of this program.

Vernon's Tourism Industry Conference

Tourism Vernon is happy to announce that this annual event will return to in-person in spring of 2022 to bring together local tourism leaders to share data, insights, support and engage in industry education.

Stakeholder Survey

A requirement as a 3% MRDT collector, this annual survey provides Tourism Vernon stakeholders an opportunity to relay valuable feedback to Tourism Vernon in a documented way. Survey questions are approved ahead of time by DBC and, once the survey is complete, results are also sent along for DBC's information.

Strategic Partnerships and Sponsorships

Strategic marketing partnerships entail leveraging tourism partners to extend marketing reach and effectiveness. Priority will be given to projects aligned with Tourism Vernon's revised target markets and projects with the most reach per dollars contributed. BC's tourism industry functions best through collaboration and partnering, so continuing to partner with leading organizations and key stakeholders should remain a priority along Tourism Vernon's path to success. Examples of strategic partnership opportunities arise with:

- Thompson Okanagan Tourism Association (TOTA)
- Destination BC partner programs
- Nearby communities for Okanagan-wide campaigns
- Local businesses or organizations seeking to feature Vernon in their marketing efforts

With the new SilverStar Resort Association potentially collecting MRDT, it opens up another strategic collaborative partnership.





Small Accommodators Fund

The goal in 2022 is to encourage utilization of this fund for a broader range of small accommodators. Similar to Tourism Vernon's 50/50 Co-Op Marketing Fund, the Small Accommodators Fund is available specifically for small hoteliers looking for support in their marketing efforts. The new visitor servicing coordinator will oversee this program, including proactively promoting it to our hoteliers.

Cooperative Partnerships

Destination BC's (DBC) Cooperative Marketing Partnerships Program is an application-based program that provides funding to Regional Destination Marketing Organizations, community consortiums, sector organizations or approved community partnerships in British Columbia. Tourism Vernon plans to participate in the following cooperative projects:

- Mountain Biking with Tourism Kelowna & Visit Penticton
- Golf Sector with BC's Golf Alliance Partners
- Okanagan Rail Trail with Tourism Kelowna and the District of Lake Country
- Interior Ale Trail with Tourism Kamloops and Shuswap Tourism

Support Local Campaign

In partnership with local organizations like the Greater Vernon Chamber of Commerce and the Downtown Vernon Association, Tourism Vernon will continue to encourage local and regional residents to refocus their unmet need for travel on local tourism offerings. As stakeholders continue to navigate a challenging period, supporting local businesses plays a key role for the local economy.

Indigenous Tourism

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). Tourism Vernon will partner with OKIB to create content around their language, culture and history to help market indigenous tourism.

Tourism Vernon's Co-Op Marketing Program

Continue with Tourism Vernon's co-op program to directly assist businesses with recovery marketing efforts. Businesses and organizations can apply for up to \$10,000 in this 50/50 marketing program. Tourism Vernon will set aside up to \$100,000 towards this local stakeholder engagement program.



COLLABORATION & ALIGNMENT

Tourism Vernon works collaboratively on a regular basis towards common goals with partner organizations for the betterment of tourism in community, region, province and country.

Local

- Regional District of North Okanagan
- Downtown Vernon Association
- Greater Vernon Chamber of Commerce
- SilverStar Resort Association
- Okanagan Indian Band

Regional

Tourism Vernon works with the Thompson Okanagan Tourism Association on media and marketing projects multiple times each year. Staff also partner with tourism destination marketing organizations (DMOs) throughout the Okanagan and the interior. Tourism Vernon participates in a number of regional sector projects with organizations like Tourism Kamloops, Visit Penticton and Tourism Kelowna to promote regional attractions like the Okanagan Rail Trail and the BC Ale Trail.

Provincial & National

Tourism Vernon belongs to and engages with a number of provincial and national tourism organizations like the Tourism Industry Association of BC, BC Hotel Association, Canada Sport Tourism Alliance and the BC DMO Association.

Tourism Vernon also works closely at all times to ensure alignment with Destination BC's programs, brand and opportunities including media familiarization tours, co-op marketing programs and BC's visitor servicing network.

VISITOR SERVICES

2022 will be a year to improve and grow our new visitor servicing program. With a new team member dedicated solely to visitor servicing and community engagement coming on board in 2022, staff will have capacity to build out a better year-round mobile and digital visitor servicing program.

A need for increased monitoring and engagement for visitor servicing across our digital platforms exists, along with a need for better quality collateral (maps, QR codes, etc.).

A new website, a QR code program, increased presence on digital chats, and revisiting the content within our Visitor Guide will assist in diversifying Tourism Vernon's ability to meet visitors exactly where they are with exactly the information they need. Summer students will be hired once again for the summer months to help with the high volume of visitor inquiries and on-location mobile visitor servicing program.



Department Summary

Department Summary: TOURISM (216)

Changes to Department:

GL Category	2020 Actuals	2021 Actuals	2021 Budget	2022 Budget	2021-2022 Budget Change	
					\$	%
Revenues						
GOVERNMENT TRANSFERS	927,562	808,575	690,500	895,000	204,500	29.62%
INTERNAL REVENUES	120,637	122,574	122,574	124,780	2,206	1.80%
SALE OF GOODS	821	0	7,000	0	(7,000)	(100.00%)
SALE OF SERVICES	27,387	54,977	30,000	10,000	(20,000)	(66.67%)
TRANSFERS FROM RESERVES	118	0	250,000	164,000	(86,000)	(34.40%)
Total	1,076,526	986,126	1,100,074	1,193,780	93,706	8.52%
Expenditures						
COMMUNICATIONS, INSURANCE & UTILITIES	2,076	1,507	2,500	3,228	728	29.12%
CONTRACTS FOR SERVICES	478,186	448,797	765,884	644,690	(121,194)	(15.82%)
COST OF GOODS SOLD	215	0	5,000	0	(5,000)	(100.00%)
GOODS, MATERIALS & SUPPLIES	28,439	10,243	41,000	94,350	53,350	130.12%
INTEREST, OTHER CHARGES & LOSSES	680	292	0	0	0	0.00%
INTERNAL CHARGES	10,268	6,999	8,435	8,774	339	4.02%
SALARIES, WAGES & BENEFITS	194,901	151,429	277,255	442,738	165,483	59.69%
TRANSFERS TO RESERVES	361,761	0	0	0	0	0.00%
Total	1,076,526	619,266	1,100,074	1,193,780	93,706	8.52%
Net	0	(366,859)	0	0	0	0.00%

2021 - 2022 Budget Changes:

GOVERNMENT TRANSFERS

- Increase anticipated in MRDT (Hotel & Online properties) collection to the City

SALE OF GOODS

- Change from the traditional bricks and mortar visitor services model will initially impact sales, options are being explored for mobile sales as part of the mobile visitor services team

TRANSFERS FROM RESERVES

- Funds requested to be transferred from the Hotel Tax reserve to support the development of a new website, MRDT renewal including a five year strategic plan, and additional marketing to support tourism recovery

CONTRACTS FOR SERVICES

- Reduction in the use of some contract services (i.e. digital & social media) which offsets the increase in SALARIES, WAGES & BENEFITS

GOODS, MATERIALS & SUPPLIES

- Increase in travel-related expenses (e.g. media travel trade, events, sports, and staff development) assuming that reduced restrictions will allow for in person media, events and tradeshow

SALARIES, WAGES & BENEFITS

- Two new positions added by reducing services previously contracted out, a new Digital Marketing Specialist and Visitor Services & Community Specialist

GL Category	2022 Budget
Revenues	\$
GOVERNMENT TRANSFERS	895,000
INTERNAL REVENUES	124,780
SALE OF GOODS	0
SALE OF SERVICES	10,000
TRANSFER FROM RESERVES	164,000
Total	1,193,780
Expenditures	
COMMUNICATIONS, INSURANCE & UTILITIES	3,228
CONTRACTS FOR SERVICES	644,690
Digital Marketing	177,000
Content Development: Photo, Video, Copywriting	45,000
Television & Radio	65,000
Print Advertising	35,000
Visitor Guide	45,000
Market Research & Data	35,000
Media, Bloggers & Influencers	15,000
Tourism Vernon's Industry Conference	20,690
Strategic Partnerships & Sponsorship	70,000
Regional Co-operative Campaigns	27,000
Indigenous Tourism	10,000
Tourism Vernon's Co-Op Marketing Program	100,000
COST OF GOODS SOLD	0
GOODS, MATERIALS & SUPPLIES	94,350
Media and Travel Journalist Hosting	20,000
Travel Trade Event and Trade Shows	10,000
Sport & Cultural Event Support (SCSNO Contract)	55,000
Staff Development & Industry Associations/Memberships	9350
INTERNAL CHARGES	8,774
SALARIES, WAGES & BENEFITS	442,738
TRANSFERS TO RESERVES	0
Total	1,193,780

Table presents anticipated allocation of available budget monies to program elements within the 2022 Tactical Marketing Plan as approved by the Tourism Commission.

Monies available may be affected by the actual MRDT results.

Under the council approved Tourism Commission Terms of Reference, the Commission does have the latitude to adjust individual program commitments within the overall budget available.

Recommendations outside of the Council approved annual Tourism Operating Budget and Marketing Plan must be brought forward to Council for consideration.



THE CORPORATION OF THE CITY OF VERNON

INTERNAL MEMORANDUM

TO: Will Pearce, Chief Administrative Officer **FILE:** 5280-03

PC: Kim Flick, Director, Community Infrastructure & Development **DATE:** February 1, 2022

FROM: Laurie Cordell, Manager, Long Range Planning and Sustainability

SUBJECT: 2022 – 2023 SUSTAINABILITY GRANTS PROGRAM

The annual Sustainability Grants Program has been an initiative within the City's sustainability programs since 2017. This memorandum proposes to renew the program for an additional two years until 2023.

Building on the achievements of the Sustainability Awards (2009 – 2017), the Sustainability Grants Program encourages participation in sustainable actions by Vernon residents and organizations. The program provides small grants of up to \$1,000 as an incentive to leverage and accelerate sustainability projects led by Vernon residents, youth, non-profits and community groups, up to a total of \$3,000 annually. Applications are evaluated on how the proposed projects help achieve the City's sustainability goals, who the project would benefit, and the overall impact of the project on the community.

In 2021, due to capacity challenges in the Long Range Planning and Sustainability Department, the Sustainability Grants Program was not launched. It is recommended that for 2022 only, the program have two program intakes, each with \$3,000 available for project funding. The first would launch in the spring and the second in the fall. This would give Administration the opportunity to review which intake time is more successful to guide future timing of the program.

The grants program supports the goals of the Climate Action Plan and builds on the Guiding Principles of the Official Community Plan (OCP) as it supports protecting and preserving green spaces and sensitive areas, creating a culture of sustainability, and creating a youth friendly city.

The grants program has funded a variety of community projects, events and workshops since its inception such as water stewardship community open houses, local agriculture and food workshops, zero waste and composting workshops, and pollinator and food gardens.

As in previous years, Administration would review the applications and provide recommendations for Council's consideration and applicants would be notified of their

application's status following Council's decision. Successful grant recipients would have until end of year to complete their respective projects. Funds for the grants program would be allocated from the annual Long Range Planning and Sustainability projects budget as adopted in the City of Vernon 2022 – 2026 Financial Plan.



Figure 1 – Various community events sponsored by the Sustainability Grants Program

RECOMMENDATION:

THAT Council renew the Sustainability Grants Program as described in the memorandum titled “2022 – 2023 Sustainability Grants Program” dated February 1, 2022 and respectfully submitted by the Manager of Long Range Planning & Sustainability

Respectfully submitted:

Shawn Knuhtsen

Laurie Cordell, Manager, Long Range Planning & Sustainability



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Laurie Cordell, Manager, Long
Range Planning and Sustainability
Ian Adkins, Manager, Roads,
Drainage and Airport

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: February 14, 2022
REPORT DATE: February 1, 2022
FILE: 5280-03

SUBJECT: COMPOST BIN PROGRAM 2022

PURPOSE:

To request Council consideration for the extension of a modified compost bin program in 2022.

RECOMMENDATION:

THAT Council direct Administration to implement a modified compost bin program in 2022 as outlined in the report titled "Compost Bin Program 2022" dated February 1, 2022 and respectfully submitted by the Manager, Long Range Planning and Sustainability and the Manager, Roads, Drainage and Airport;

AND FURTHER, that Council approve the expenditure of up to \$15,000 from the Climate Action Revolving Fund to support the Compost Bin Program in 2022.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council receive for information the report titled "Compost Bin Program 2022" dated February 1, 2022 and respectfully submitted by the Manager, Long Range Planning and Sustainability and the Manager, Roads, Drainage and Airport.

Note: Should Council choose this option the Compost Bin Program would be ended and the bins would be removed.

ANALYSIS:

A. Committee Recommendations:

N/A

B. Rationale:

1. At its Regular Meeting of December 13, 2021 Council declassified a resolution supporting a new Waste Collection Service that includes implementing a household organics program. This program is anticipated to begin in May 2022.
2. To bridge the period between the approved Compost Bin Program, which ended in December 2021, and the beginning of the household organics program in May, Administration is recommending that the existing compost bin program be continued. In addition to this recommendation, as the household program will not be collecting from apartments, it is recommended that one bin remain in place at the recreation centre through to the end of 2022. If this bin is used successfully in 2022, the program would

be included in the regular waste management program moving forward to provide an option for those in apartments, subject to Council consideration and approval.

3. The bins have been used regularly by the community, with an estimated 379.28 tonnes of organics diverted from the landfill in 2021. This program was also supported by a grant from the Regional District of North Okanagan's ReTHINK Waste program.
4. The budget to carry on the modified program as outlined above, based on the current program costs, is approximately \$12,000. Administration is requesting that Council consider funding this program from the Climate Action Revolving Fund (Attachment 1 Climate Action Revolving Fund Project Proposal Questionnaire) for up to \$15,000 to allow additional tipping of the waste bins as required. If the funds are not used, they would remain in the Climate Action Revolving Fund.

C. Attachments:

Attachment 1 – 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 December 13, 2021, Council declassified the following resolution:

'THAT Council receive the report titled "Program Selection for Waste Collection Services", dated August 3, 2021, respectfully submitted by the General Manager, Public Works;

AND FURTHER, that Council direct Administration to finalize negotiations with the preferred service provider for Category #2B as defined in the Waste Collection Services request for proposal, at a cost not to exceed \$12 Million for the next seven years, to be funded from Refuse Collection and Recycling fees;

AND FURTHER, that Council authorize Administration to establish and recruit a temporary two year internal or external contract position to assist with the implementation of the new Waste Collection Services program at a cost not to exceed \$110,000 per year for the next two years to be funded from Refuse Collection and Recycling fees, with the position commencing January 1, 2022;

AND FURTHER, that Council direct Administration to bring forward subsequent amendments to the Fees and Charges Bylaw #3909 and Waste Collection Bylaw #3148 for Council's consideration;

AND FURTHER, that Council declassify the resolution and remove from in camera once contract negotiations are complete.'

2. At its Regular Meeting of February 18, 2021, Council passed the following resolution:

THAT Council receive the memorandum titled "Organics Infrastructure and Collection Program Application" dated January 27, 2021 from the Manager, Long Range Planning and Sustainability and the Acting Manager, Roads, Drainage and Airports;

AND FURTHER, that Council confirms it is in the final steps of due diligence to confirm if household organics collection is feasible for Vernon;

AND FURTHER, that Council endorse an application to the CleanBC Organics Infrastructure and Collection Program for funding to support the implementation of a household organics collection program;

AND FURTHER, that Council confirms that should Council choose to move forward with the household organics collection program, the City commits to fund 1/3 of the project (up to a maximum of \$475,000) through the Climate Action Revolving Fund;

AND FURTHER, that Council directs Administration to advise program administrators of the CleanBC Organics Infrastructure and Collection Program by May 1, 2021 of Council's decision to implement a household organics collection program in the City of Vernon.

3. At its Regular Meeting of December 14, 2020, Council passed the following resolutions:

*THAT Council **ratifies and confirms** the following resolution adopted at the **December 14, 2020**, Committee of the Whole meeting of Council:*

'THAT Council direct Administration to include household organics collection, which would include transfer if necessary and disposal, in the request for proposals for waste collection as described in the report titled, "Waste Management Practices and Organics Diversion Feasibility Study" dated November 30, 2020 from the Acting Manager, Roads, Drainage and Airport and the Manager, Long Range Planning and Sustainability.'

4. At its Regular Meeting of November 9, 2020, Council passed the following resolution:

THAT Council extend the approval of the Compost Bin Program until December 2021 as described in the report titled "Compost Bin Program Extension" dated October 27, 2020 and respectfully submitted by the Manager, Long Range Planning and Sustainability;

AND FURTHER, that Council support the application to the Regional District of North Okanagan reTHINK Waste Grant for education materials and programming around waste reduction and the extension of the Compost Bin Program as attached to the report titled "Compost Bin Program Extension" dated October 27, 2020 and respectfully submitted by the Manager, Long Range Planning and Sustainability.

5. At its Regular Meeting of January 13, 2020, Council 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.

6. 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.

7. 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.
8. 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 an estimated balance of \$1,171,600 and would provide the funding necessary to initiate the recommended project.

Prepared by:

Approved for submission to Council:

X

Signer 1

Laurie Cordell
Manager, Long Range Planning and Sustainability

Will Pearce, Chief Administrative Officer

Date: 8. FEBRUARY, 2022

X

Signer 1

Ian Adkins
Manager, Roads, Drainage and Airport

X

Signer 3

Kim Flick,
Director, Community Infrastructure and Development

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: | | |

\\GW1\GROUPS\5200-5799 ENGINEERING AND PUBLIC WORKS\5280 ENVIRONMENT AND SUSTAINABILITY\03 PROGRAMS & PROJECTS\WASTE DIVERSION\COMPOSTING\SPA HILL COMPOST\220201 L_BIN PROJECT 2022\COUNCIL_RPT.DOCX



Climate Action Revolving Fund - Project Proposal Questionnaire

The Climate Action Revolving Fund and Policy will provide direct benefits to Vernon through greenhouse gas emissions reduction, tax payer cost savings, and reinvestment for future remissions reduction through a revolving fund structure. Please reference the Climate Action Revolving Fund Policy for guidelines associated with the fund.

* 1. Please provide your contact information:

Name	Laurie Cordell
Department	LRPS
Division	CID
Email Address	lcardell@vernon.ca
Phone Number	250 550 3247

* 3. Please select the scope of your project

Corporate Project
Community Project

Corporate Climate Action Projects

2

Applications are evaluated on how the proposed projects support or improve the City's climate action and greenhouse gas (GHG) emissions reduction goals. Priority to fund access will be provided to projects with the greatest GHG emissions reductions and projects that would otherwise not be funded without financial support through the fund.

Corporate projects should provide positive return of investment based on a sound business case for the proposal. The fund would be used to top up the additional budget required to reach additional GHG emissions efficiency opportunities. For example, when a facility has already designated funds for the lifecycle replacement of industry standard light fixtures, the fund may be accessed to offset the additional costs associated with upgrading the fixtures to higher efficiency standards that would otherwise not be funded without additional financial support.

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

Greenhouse Gas Reductions Details

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

☐ One time GHGe reduction

☐ Ongoing GHGe reduction

☐ Other (please specify)

5. What is the anticipated GHGe Reduction? Please provide your answer in tCO2 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.

* 6. Additional details regarding the described corporate project:

What is the anticipated
total cost of this initiative:

What is the existing
budget dedicated towards
this initiative:

How much funding is
being requested from the
Climate Action Revolving
Fund:

What is the anticipated
time it would take for the
Return of Investment to
reach 100%:

How long will it take for
the project to repay the fund provided that 50% of the annual cost savings is re-contributed back into the revolving fund:

What is the anticipated timeline of the project:

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

Community Climate Action Projects

4

Applications are evaluated on how the proposed projects support or improve the City's climate action and greenhouse gas (GHG) emissions reduction goals. Priority to fund access will be provided to projects with the greatest GHG emissions reductions and projects that would otherwise not be funded without financial support through the fund.

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

Extension of the compost bin program to bridge to household collection and provide ongoing service for apartment buildings

Greenhouse Gas Reductions Details

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

☐ One time GHGe reduction

☐ Ongoing GHGe reduction

☐ Other (please specify)

10. What is the anticipated GHGe Reduction? Please provide your answer in tCO₂ 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.

16000 lbs weekly waste diverted till May then 4000 after

11. Additional details regarding the described community project:

What is the anticipated total cost of this initiative:

Up to \$15,000

What is the existing budget dedicated towards this initiative, if any:

How much funding is being requested from the Climate Action Revolving Fund:

Up to \$15,000

Can the project generate credible carbon offset credits as recognized by the province of BC:

no

If so, how many credits would the project generate:

How do you plan to validate these credits:

What is the anticipated timeline of the project:

To the end of 2022

12. Please provide

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

Organics is a large portion of our communities emissions, this project, is a step in moving away from organics in the landfill

Thank you for your interest in the Climate Action Revolving Fund.

Please allow some time for staff to summarize your proposal and get back to you with additional details. If you have any additional questions in the meantime, please contact Jing Niu, jniu@vernon.ca or 250-550-3243.



THE CORPORATION OF THE CITY OF VERNON

INTERNAL MEMORANDUM

TO: Will Pearce, Chief Administrative Officer **FILE:** 1700-02

PC: Directors **DATE:** January 28, 2022
Manager, Communications and Grants
Manager, Financial Planning and Reporting

FROM: Debra Law, Director, Financial Services

SUBJECT: 2023-2027 FINANCIAL PLAN SCHEDULE

The Proposed Financial Plan Schedule (Attachment 1) is similar to the schedule from the past few years. The proposed schedule will result in an adopted Financial Plan bylaw that will be reflective of Council's direction provided during its 2019-2022 Strategic Plan review on June 9, 2022 and the newly elected Council's review and direction arising in December regarding the proposed 2023-2027 Financial Plan. The proposed schedule will provide for timely adoption of the 2023-2027 Financial Plan bylaw at the beginning of 2023.

Each year, a Special Regular meeting is held with Council to provide a 2019-2022 Strategic Plan update and to present current issues influencing the next year's Financial Plan. Administration is recommending this meeting be held on Thursday, June 9, 2022 at Lakers Clubhouse.

Administration recommends conducting a website survey of citizens in May 2022, similar to surveys completed in the past. The results of the survey will be presented to Council at the June 9, 2022 special meeting.

Starting in July 2022, Directors and Managers will be tasked to prepare their respective budgets by updating the 2023 – 2027 cost centres in the City's budgeting software (Questica). Directors and Managers also update the Highlights of the current year (2022), the Outlook for the coming year (2023) and explain budget changes from 2022 to 2023. Once they have completed this task, the 2023-2027 Financial Plan is reviewed by Administration, compiled and summarized for Council presentation at the November 14, 2022 regular Council meeting.

After the municipal elections, a Council-elect workshop/orientation related to the budgeting process will be held on October 24, 2022. This workshop will outline Administration's budget process, contents of the typical budget document for Council consideration, and tools provided to assist Council during deliberations. The goal is to prepare Council-elect for the 2023-2027 budget package to be received at their first regular Council meeting.

Administration recommends scheduling two days for the deliberation of the Proposed Financial Plan package to Council on December 5 and 6, 2022. At least two public input sessions will occur during deliberations. This timeline is recommended based on the duration of prior year's deliberations, plus allows for extra time if needed. This will allow for Administration to prepare for the initial three readings of the 2023-2027 Financial Plan Bylaw at the regular meeting of Council on January 9, 2023.

RECOMMENDATION:

THAT Council approve the 2023-2027 Financial Plan timeline as set forth in the memorandum titled "2023-2027 Financial Plan Schedule", dated January 28, 2022 and respectfully submitted by the Director, Financial Services;

AND FURTHER, that Council approve a Special Meeting of Council held at Lakers Clubhouse on Thursday, June 9, 2022 to review the progress of the 2019-2022 Strategic Plan, review the issues influencing the 2023-2027 Financial Plan and receive the May 2022 public survey results;

AND FURTHER, that Council approve Special Meetings of Council to be held on December 5 and 6, 2022 to deliberate the 2023-2027 Proposed Financial Plan.

Respectfully submitted:

A handwritten signature in cursive script, appearing to read "Law", written in dark ink.

Debra Law

PROPOSED 2023-2027 FINANCIAL PLAN SCHEDULE

DATES	DESCRIPTION OF ACTIVITY
May 2 – 27	2023-2027 Financial Plan Survey of citizens
June 9	Special Committee of the Whole meeting – 2019-2022 Strategic Plan Review, issues influencing the 2023-2027 Financial Plan and May 2022 survey results
June 15 - 30	Budget process training for budget holders
July 4 – August 31	2023-2027 Budget software (Questica) opened to Managers
July 4 – August 26	Manager meetings with Financial Services staff
August 31	Department budgets due to Financial Services, Questica closed end of day
September 1 – October 3	CAO/CFO Department Summary reviews with Directors/Managers
October 3	Last day for changes to department budgets (done by Finance staff)
October 24	Council-elect Budget Workshop
November 14	Presentation of Proposed Financial Plan to Council
December 5 – 6	Council deliberations of Proposed Financial Plan
January 9, 2023	2023-2027 Financial Plan Bylaw – first 3 readings



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:** 0570-06
PC: Kevin Poole, Director, Community Safety, Lands, and Administration **DATE:** January 28, 2022
FROM: Keri-Ann Austin, Manager, Legislative Services
SUBJECT: CITIZEN REMUNERATION REVIEW COMMITTEE

Pursuant to the Council Remuneration Policy (Attachment 1), prior to Local Government Elections, Council shall appoint a Citizen Remuneration Review Committee to review the Council Remuneration Policy for Mayor and Council. Committee recommendations would subsequently be brought back to Council for consideration prior to implementation on November 1, 2022, following the Local Government Elections.

RECOMMENDATION:

THAT Council requests Mayor Cumming and the Chief Administrative Officer to bring forward a recommendation of three members of the public, with at least one member having previous elected municipal government experience, to be considered for appointment to the Citizen Remuneration Review Committee;

AND FURTHER, that Council directs the Citizen Remuneration Review Committee to review Council remuneration as per the Council Remuneration Policy and report back to Council on August 15, 2022 with a recommendation for consideration in the 2023 budget.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Keri-Ann Austin', written over a circular stamp.

Keri-Ann Austin
Manager, Legislative Services

Attachment 1 – Council Remuneration Policy



THE CORPORATION OF THE CITY OF VERNON

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

Corporate Policy

Section:	Corporate Services/Finance	
Sub-Section:	Administration	
Title:	Council Remuneration Policy	

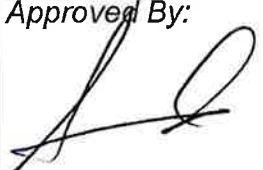
RELATED POLICIES

Number	Title

APPROVALS

POLICY APPROVAL:	AMENDMENT APPROVAL:	SECTION AMENDED
Approved By: <i>"Wayne Lippert"</i> Mayor Date: April 10, 2007		ORIGINAL POLICY
	Approved By: <i>"Wayne Lippert"</i> Mayor Date: June 9, 2008	Changed wording to say at least one whom should have previous municipal experience.
	Approved By: <i>"Wayne Lippert"</i> Mayor	\$137.00 per Council Committee meeting.

	Date: September 14, 2009	
	Approved By: <i>"Wayne Lippert"</i> Mayor Date: January 10, 2011	Deadline for submitting claims each year
	Approved By: <i>"Wayne Lippert"</i> Mayor Date: October 24, 2011	<p>2012: increase from the current \$137.00 per meeting to \$320.00 for full day meetings and to \$160.00 for meetings with a duration of 4 hours or less. (A full day meeting is assumed to be a meeting that takes place in the morning and the afternoon with a noon hour lunch break and lasts in excess of 4 hours of meeting time).</p> <p>2013: Per new policies to be adopted by Council in the fall of 2012.</p> <p>2014: Per new policies to be adopted by Council in the fall of 2012.</p>
	Approved By: <i>"Wayne Lippert"</i> Mayor Date: September 22, 2014	<ul style="list-style-type: none"> • Incorporate the Corporate Policy entitled 'Council Remuneration – CPI' into the 'Council Remuneration' Policy • Remuneration adjusted by BC CPI as at December 1 of each year 2014-2018 commencing Dec 1, 2014 to and including Dec 2, 2017 • Reduce meeting pay rate to \$137.00 per meeting – regardless of length • Mayor deemed full time

		<p>exempt equivalent position and granted option of receiving benefits equivalent to other F/T Exempt staff, excepting Municipal Pension Plan</p> <ul style="list-style-type: none"> • Councillors deemed part time exempt equivalent positions, greater than 20 hours per week and granted option of receiving equivalent benefits as other part time, greater than 20 hours per week staff excepting Municipal Pension Plan • Development of Position Descriptions for Mayor & Councillor
	<p>Approved By:</p>  <p>"Akbal Mund" Mayor</p> <p>Date: August 13, 2018</p>	<ul style="list-style-type: none"> • Implementation of the Recommendations from the Remuneration Committee as per the report dated July, 2018.

POLICY

To establish a policy for a regular review of Mayor and Council's remuneration.

To provide Council members with an annual indemnity while discharging of their duties of office and representing the City of Vernon.

To provide for reimbursement to Council members of reasonable expenditures necessarily incurred for the discharging of duties of office including representing the municipality, engaging in municipal duties, attending meetings, courses and conventions.

PROCEDURES

Prior to June of a Civic Election Year, Council shall appoint a Citizen Remuneration Review Committee. The Committee shall be comprised of three (3) members of the public, at least one of whom should have had previous elected municipal government experience.

The Committee shall examine the collected data from established benchmark communities, UBCM data base information and any other relevant information in order to present a recommendation to Council in regards to remuneration.

The Report to Council must be presented by the end of September of the Civic Election Year, in order to be included in the budget process, as required. If the recommendation includes a change in Mayor and Council's remuneration, said change will not be implemented until **November 1**, **directly** following the Civic Election.

COMMITTEES OF COUNCIL

Each 'appointed' Council member to Committees of Council, shall receive a stipend of \$137.00 for meetings. This stipend shall be effective January 1, 2015.

Council Members must submit their meeting claim form to the Director of Corporate Services to receive their stipend.

Council Members must submit all claims from the previous year by January 31, of the following year.

BENEFITS

The position of Mayor is deemed a full time exempt equivalent position, and shall be included in the Exempt Class of employees for the purpose of eligibility for benefits and is granted the option of receiving the equivalent benefits as other full time Exempt employees, **excepting** Municipal Pension Plan.

The position of Councillor is deemed a part time exempt equivalent position greater than 20 hours per week, and is included in the Exempt class of employees for the purpose of eligibility for benefits and is granted the option of receiving equivalent benefits as other part time, greater than 20 hours per week, Exempt employees, **excepting** Municipal Pension Plan.

REMUNERATION – CPI

Procedures

1. There shall be paid out of the annual revenue of The Corporation of the City of Vernon an annual indemnity to Mayor and Members of Council as follows and adopted at the August 13, 2018 Regular Open Meeting of Council:

"THAT Council receive the report titled "Council Remuneration Committee – Recommendations to Mayor and Council, City of Vernon, July 2018", attached to the report recommendation titled "Council Remuneration" dated August 3, 2018, respectfully submitted by the CAO;

AND FURTHER, Council endorse the Council Remuneration Committee recommendations as presented;

AND FURTHER, Council endorse the Council Remuneration Committee recommendation to set the Mayor's remuneration (base) rate at \$1.90 per capita effective November 1, 2018; \$2.20 per capita effective November 1, 2019; \$2.31 per capita effective November 1, 2020; \$2.44 per capita effective November 1, 2021. City of Vernon population as determined by the current Statistics Canada, Census Profile, City of Vernon (Census subdivision) total population;

AND FURTHER, Council endorse the Council Remuneration Committee recommendation to set Councillor remuneration (base rate) at 37% of the current Mayor's salary, effective November 1, 2018;

AND FURTHER, that remuneration for Mayor and Councillors be adjusted by the Consumer Price Index for BC, not seasonally adjusted, August over August, all products in and that such adjustment be made as at November 1 of each year of the 2018-2022 term of Council, commencing November 1, 2018 through to and including November 1, 2021;

AND FURTHER, that Council direct Administration to increase Mayor and Councillor base remuneration rates by 11% effective January 1, 2019 to offset the Federal Government policy change to eliminate the non-taxable portion of local government elected officials compensation;"

Base Salary Mayor and Council (2018 Rates)

	Tax Free Allow	Taxable Pay	Base Pay Total
Mayor	\$ 26,143.60	\$ 52,287.19	\$ 78,430.79
Councillor	\$ 9,673.13	\$ 19,346.26	\$ 29,019.39

Base Salary Mayor and Council (2019 Rates)

Base Pay Total

Mayor	\$ 87,058.18
Councillor	\$ 32,211.53

2. The Treasurer is authorized to pay the foregoing indemnities on a bi-weekly basis and pro-rate the amount accordingly.



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:** 3370-20-32
(ANX00026-BX School)

PC: Kevin Poole, Director, Community Safety, Lands and Administration **DATE:** February 2, 2022

FROM: Keri-Ann Austin, Manager, Legislative Services

SUBJECT: **BOUNDARY EXTENSION, ORDER IN COUNCIL NO. 422, 5849 SILVER STAR ROAD (BX SCHOOL)**

The boundary of the Corporation of the City of Vernon has been amended, by Order in Council #422, to include the area from Electoral Area 'C' of the Regional District of North Okanagan as shown below:

5849 Silver Star Road:

Lot 1, Plan KAP12270, Section 12, Tp. 8, ODYD
(BX School)



RECOMMENDATION:

THAT Council receives for information the memorandum titled "Boundary Extension, Order In Council No. 422, 5849 Silver Star Road (BX School)" dated February 2, 2022 and respectfully submitted by the Manager, Legislative Services.

Respectfully submitted:

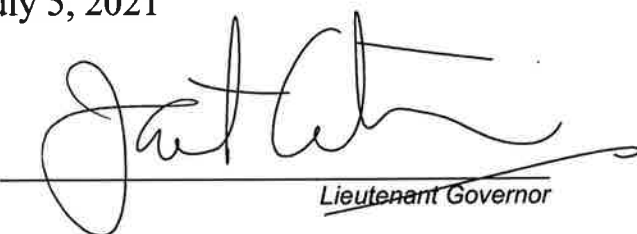
Keri-Ann Austin
Manager, Legislative Services

Attachment 1 – OIC #422 and Letters Patent

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 422

, Approved and Ordered July 5, 2021

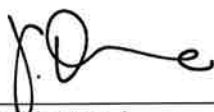
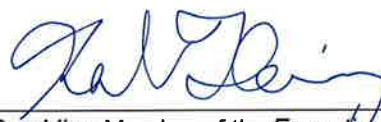


Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders the following:

- 1 Letters Patent, in the form attached, be issued for The Corporation of the City of Vernon.
- 2 Letters Patent, in the form attached, be issued for the Regional District of North Okanagan.


Minister of Municipal Affairs

Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:Act and section: Local Government Act, R.S.B.C. 2015, c. 1, ss. 12, 41 and 46Other: OIC 508/1892, 3081/1965, 450/2009, 443/2011, 280/2014, 110/2017

O10511233



Canada
Province of British Columbia
Letters Patent

Elizabeth the Second, by the Grace of God, of the United Kingdom,
Canada and Her Other Realms and Territories, Queen, Head of the
Commonwealth, Defender of the Faith.

To all to whom these presents shall come – Greeting.

Minister of Municipal Affairs

Whereas The Corporation of the City of Vernon is a
municipality incorporated by Letters Patent issued on
December 30, 1892 (Order in Council 508/1892), and

Whereas a request has been received by the Minister of Municipal Affairs from the Council of The Corporation of the City of Vernon requesting an extension of the area of The Corporation of the City of Vernon to include the land shaded and described as the extension area on the attached map titled “Schedule 1 to the Letters Patent of The Corporation of the City of Vernon”, and

Whereas the conditions and requirements of section 12 of the *Local Government Act* have been duly complied with;

Now know ye that We do by these presents proclaim and order as follows:

- 1 The area of The Corporation of the City of Vernon is extended to include the land shaded and described as the extension area on the attached map, identified by Map Reference Number VER-28-5, dated March 23, 2021 and titled “Schedule 1 to the Letters Patent of The Corporation of the City of Vernon”.


- 2 *All previous boundaries of The Corporation of the City of Vernon set out in Letters Patent, other than the boundaries set out in the Letters Patent referred to in section 3, are repealed.*
- 3 *The Letters Patent issued on December 30, 1892 for The Corporation of the City of Vernon are amended by striking out "The municipality shall comprise all that tract of land, together with all foreshore and land covered by water, consisting of 11 642.05 hectares within the boundaries of the municipality as shown on the map with reference number VER-27-05, dated November 23, 2016, attached as Schedule 1 to these Letters Patent." and substituting the following:*
- The municipality shall comprise all that tract of land, together with all foreshore and land covered by water, consisting of 11 644.76 hectares within the boundaries of the municipality as shown on the map identified by Map Reference Number VER-28-5, dated March 23, 2021 and attached as Schedule 1 to these Letters Patent.
- 4 *Schedule 1 to the Letters Patent issued December 30, 1892 is repealed and the attached Schedule 1 substituted.*

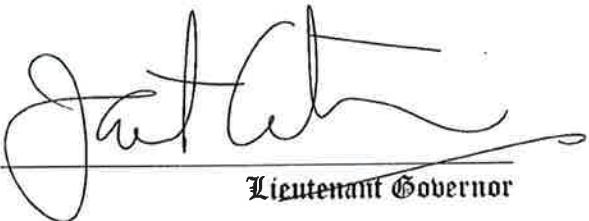
In testimony whereof, We have caused these Our Letters to be made Patent and the Great Seal of Our Province of British Columbia to be hereunto affixed.

Witness, The Honourable Janet Austin, Lieutenant Governor of Our Province of British Columbia, in Our City of Victoria, in Our Province, this 5th day of July, two thousand twenty-one and in the seventieth year of Our Reign.

By Command.




Attorney General and Minister Responsible for
Housing (Counter signature for the Great Seal)


Lieutenant Governor





Canada
Province of British Columbia

Letters Patent

Elizabeth the Second, by the Grace of God, of the United Kingdom,
Canada and Her Other Realms and Territories, Queen, Head of the
Commonwealth, Defender of the Faith.

To all to whom these presents shall come – Greeting.

Minister of Municipal Affairs

Whereas the Regional District of Central Okanagan
was incorporated by Letters Patent issued on
November 9, 1965 (Order in Council 3081/1965), and

Whereas the area of The Corporation of the City of Vernon is extended by Letters Patent for The Corporation of the City
of Vernon issued concurrently with these Letters Patent;

Now know ye that We do by these presents proclaim and order as follows:

Definitions

1 In these Letters Patent:

“municipality” means The Corporation of the City of Vernon;

“regional district” means the Regional District of North Okanagan;

“transferred area” means the new area included within the boundaries of the municipality by Letters Patent
issued concurrently with these Letters Patent.

2 The area of Electoral Area C of the regional district is reduced to exclude the land shaded and described as the exclusion area on the attached map, identified by Map Reference Number RDNO-00-05.EAC (xref VER-28-05), dated March 23, 2021 and titled "Schedule 2 to the Letters Patent of the Regional District of North Okanagan, Electoral Area C".

3 *All previous boundaries of Electoral Area C of the regional district set out in Letters Patent, other than the boundaries set out in the Letters Patent referred to in section 4, are repealed.*

4 *Appendix A of the Letters Patent issued November 9, 1965 for the regional district is amended by striking out the description after the heading "Electoral Area C" and substituting the following:*

Electoral Area C of the Regional District of North Okanagan shall comprise all that tract of land, together with all foreshore and land covered by water, consisting of 30 156.99 hectares within the boundaries of the regional district as shown on the map identified by Map Reference Number RDNO-00-05.EAC, dated March 23, 2021 and attached as Schedule 2 to these Letters Patent.

5 *Schedule 2 to the Letters Patent issued November 9, 1965 is repealed and the attached Schedule 2 substituted.*

Transfer of regional district service jurisdiction

6 The jurisdiction for a service of the regional district that is provided in a service area, all or part of which service area is in the transferred area, is transferred to the municipality in respect of all or that part of the service area that is in the transferred area.

Transfer of regional district's assets

7 The regional district's rights, property and assets that relate to a service transferred under section 6 and that are associated with all or part of the transferred area are transferred to and vest in the municipality.

Transfer of regional district's obligations

8 The regional district's obligations that relate to a service transferred under section 6 and that are associated with all or part of the transferred area are transferred to and assumed by the municipality.

Regional district resolution continued

9 A resolution of the regional district that relates to a service for which jurisdiction is transferred under section 6 and that is applicable to all or part of the transferred area continues in force as a resolution of the municipality applicable to the area of the municipality to which it applied as a resolution of the regional district until the resolution is amended or repealed by the council of the municipality.

Regional district reference deemed a municipal reference

10 A reference to the regional district in any commercial paper, lease, licence, permit or other contract, instrument or document that is transferred under section 7 or 8 or that relates to rights, property, assets and obligations transferred under section 7 or 8 is deemed to be a reference to the municipality.

In testimony whereof, We have caused these Our Letters to be made Patent and the Great Seal of Our Province of British Columbia to be hereunto affixed.

Witness, The Honourable Janet Austin, Lieutenant Governor of Our Province of British Columbia, in Our City of
Victoria, in Our Province, this 5th day of July , two thousand twenty-one and in the
seventieth year of Our Reign.

By Command.



Attorney General and Minister Responsible for
Housing (Counter signature for the Great Seal)

Lieutenant Governor



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:** 0360-20-25
PC: Kevin Poole, Director, Community Safety, Lands & Administration **DATE:** January 31, 2022
FROM: Keri-Ann Austin, Manager, Legislative Services
**SUBJECT: SOUTHERN INTERIOR LOCAL GOVERNMENT ASSOCIATION (SILGA)
REQUEST FOR REPRESENTATIVE – 2023 CONVENTION PLANNING**

The Southern Interior Local Government Association (SILGA) represents municipalities and regional districts in the BC Southern Interior. The **2023** Southern Interior Local Government Association (SILGA) Annual General Meeting and Convention is scheduled to be held in Vernon from April 25 to 28, 2023.

Alison Slater, General Manager, has requested a representative from the host municipality to assist with planning the 2023 Convention. For consistency, Councillor Mund has been recommended. Councillor Mund was Council's representative on the 2020 Convention Planning team before the Convention, to be held in Vernon, was postponed due to COVID.

Administration has confirmed that Mr. John Perrott, Manager, Economic Development & Tourism, and his team, will be supporting the organization for the SILGA convention in 2022 and 2023.

RECOMMENDATION:

THAT Council directs Administration to advise the Southern Interior Local Government Association that Councillor Mund will represent the City on the 2023 Convention Planning Committee as outlined in the memorandum titled "Southern Interior Local Government Association (SILGA) Request for Representative – 2023 Convention Planning" dated January 31, 2022 and respectfully submitted by the Manager, Legislative Services.

Respectfully submitted,

Keri-Ann Austin
Manager, Legislative Services

THE CORPORATION OF THE CITY OF VERNON
BYLAW 5884

A bylaw to amend Fees and Charges
Bylaw 3909

WHEREAS the Council of the City of Vernon has determined to amend the “City of Vernon Fees and Charges Bylaw Number 3909, 1993” to reduce retail cannabis application and licensing fees.

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 (Retail Cannabis Application and Licensing Fees) Amendment Bylaw 5884, 2022**”.
2. That Schedule “A” – Fee Schedule of Fees and Charges Bylaw Number 3909, 1993 be amended as follows;
 - a. **AMEND** Section 14. – BUSINESS LICENCES, 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 24th day of January, 2022.

READ A SECOND TIME this 24th day of January, 2022.

READ A THIRD TIME this 24th day of January, 2022.

ADOPTED this day of , 2022.

Mayor

Corporate Officer

SCHEDULE '1'

**Attached to and forming Part of Bylaw 5884
"Fees and Charges Amendment Bylaw 5884, 2022"**

14. BUSINESS LICENCES - TYPES OF BUSINESSES	FEES
a. Application Fee - Resident Business Home Occupation Non Resident Cannabis Retail Retail Cannabis	\$ 100 per application \$ 50 per application \$ 25 per application \$5000 \$2,500 per application (Bylaw 5884) (Bylaw 5884)
b. Amendment Fee (includes but is not limited to transfer of location, change of ownership)	\$ 25 per application
c. CON - Contractors - Resident or Non Resident	\$125 per year
d. MAR - Market (indoor or outdoor)	\$525 per year
e. HBO - Home Occupation	\$ 90 per year
f. NR - Non Resident	\$125 per year
g. RB1 - Resident Business (0 -100 sq meters)	\$115 per year
h. RB2 - Resident Business (101- 300 sq meters)	\$135 per year
i. RB3 - Resident Business (301- 600 sq meters)	\$275 per year
j. RB4 - Resident Business (601- 2500 sq meters)	\$350 per year
k. RB5 - Resident Business (over 2500 sq meters)	\$800 per year
l. RR - Room Rentals up to 10 units	\$ 90 per year
m. SS - Secondary Suites (Bylaw 5850)	\$60 per year
n. SE - Special Events	\$ 50 per day
o. SL - Seasonal Licence (6 months)	\$ 1/2 of base fee
p. SP - Street Performance and Busking	\$ 10 for 6 months
q. TL - Temporary Licence	\$ 50 for 1 to 30 days
r. UN - Unclassified	\$115 per year
s. CAS - Casino	\$20 per table/slot to max of \$2,000 per year
t. VS - Variable Surcharges (additional to base fee) i) Liquor Primary/Food Primary with Liquor: VSLL1- 100 sq meters \$ 25 VSLL2- 101-300 sq meters \$ 50 VSLL3- 301-600 sq meters \$100 VSLL4- 601-2500 sq meters \$150 VSLL5- Over 2500 sq meters \$175 ii) Room Rentals VSRR1- 11 to 25 units \$ 25 VSRR2- 26 to 50 units \$ 50 VSRR3- 51 to 100 units \$150 VSRR4- over 100 units \$200	
u. CR - Cannabis Retail	\$2000 per year

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5885

A bylaw to amend the “City of Vernon
Subdivision and Development
Servicing Bylaw #3843, 1992”

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 adjust the minimum triggering threshold and maximum potential value for offsite works and servicing requirements;

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 (Sections 1 through 9) Amendment Bylaw 5885, 2022**”.
2. City of Vernon Subdivision and Development Servicing Bylaw No. 3843 is amended by:
 - (i) **AMEND** SECTION 7 – SERVICING REQUIREMENTS FOR HIGHWAYS ABUTTING A SITE, 7.01 as shown in **Red** on attached **Schedule 1**;
 - (ii) **AMEND** SECTIONS 1 – 9 to update general numbering and formatting, and update or replace references, including those associated with the following Acts, as shown in **Red** on attached **Schedule 1**:
 - *Drinking Water Protection Act*
 - *Local Government Act*
 - *Professional Governance Act*
 - *Public Health Act*
 - *Water Sustainability Act*
 - *Water Utility Act*

BYLAW NUMBER 5885

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Subdivision and Development Servicing Bylaw #3843, 1992 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this day of , 2022.

READ A SECOND TIME this day of , 2022.

READ A THIRD TIME this day of , 2022.

ADOPTED this day of , 2022.

Mayor

Corporate Officer

‘SCHEDULE 1’
Attached to and Forming Part of Bylaw 5885
“Subdivision and Development Servicing (Sections 1 through 9) Amendment
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SECTION 2 - INTERPRETATION

In this bylaw, unless the context requires otherwise:

"Act" means ~~Municipal~~ *Local Government Act*, *Land Title Act*, *Public Health Act*, and any other Act named in this Bylaw and found in the Revised Statutes of British Columbia, 1979, as amended from time to time both before and after the date of this Bylaw.

"Applicant" means a person applying for the approval of a subdivision, pursuant to the provision of the *Land Title Act*, or a person applying for development other than subdivision, whether as the owner of the property proposed to be subdivided or developed or as agent for the owner or his contractor.

"Approval, Final" means the Approving Officer's affixation of his signature to the subdivision plan pursuant to Section 88 of the *Land Title Act*.

"Approval, Preliminary Layout" means written notification of a review of information presented to the Approving Officer previous to submission of a subdivision plan for final approval.

"Approving Officer" means any person duly authorized by the Municipal Council to act as Approving Officer pursuant to the provisions of the *Land Title Act*.

"Boulevard" means that portion of a highway between the curb lines or the lateral boundary lines of a roadway and the adjoining property or between curbs on median strips or islands, but does not include curbs, sidewalks, ditches, or driveways.

"Building Inspector" means the Building Inspector of the City of Vernon.

"Building Regulations" means the City of Vernon Building Bylaw No. 3283 as amended.

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"City Engineer" means the Engineer of the City of Vernon appointed as such by the Municipal Council, or his designate.

"Community Sewer System" means a sanitary sewer or a system of sewage disposal works which is owned, operated and maintained by the municipality.

"Community Water System" means a ~~system of waterworks within the meaning of Section 21 of the Health Act~~ water supply system within the meaning of the Drinking Water Protection Act which is owned, operated and maintained by the Municipality, an Improvement District under the Water Sustainability Act or the ~~Municipal Local Government~~ Act, or which is regulated under the Water ~~Utilities~~ Utility Act, and authorized by the Municipal Council.

"Council" means the Municipal Council of the Corporation of the City of Vernon.

"Cul-de-sac" means a highway with only one point of intersection with another highway and which terminates in a vehicle-turning area and is designed to be permanently closed except for a lane or a walkway, by the pattern of subdivision.

"Developer's Engineer" means the Professional Engineer engaged by the developer to design and prepare drawings for construction of works in a subdivision or development, or his authorized representative.

"Development" means an activity that requires a Building Permit or that alters the exiting surficial characteristics of the land.

"Drainage System" means a system of works designed and constructed to control the flow of storm water and/or ground water.

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"Frontage" means the length of a lot boundary which immediately adjoins a highway other than a lane or a walkway.

"Highway" includes a street, road, lane, walkway, bridge, viaduct, and any other way open to public use. Except for highways created under Section 4 of the *Highways Act*, the width of a highway is measured from lot line to lot line. A highway does not include private easements on private property.

"Highway, Arterial" means a street used primarily by fast or heavy traffic of which a significant portion has both its origin and destination outside of the subdivision area.

"Highway, Collector" means a street which carries traffic from local streets to arterial streets and includes the principal entrance streets for circulation of traffic within such a subdivision.

"Highway, Local" means a street used primarily for travel and access to and from the parcels of land contiguous thereto.

"Irrigation District" means an irrigation district incorporated under the *Municipal Local Government Act* or in the *Water Sustainability Act*.

"Lane" means a public thoroughfare or way having a width of less than 7 m (22.97 ft.) which affords only a secondary means of access to a lot at the side or rear.

(Bylaw No. 4496, Apr. 26, 1999)

"Lot" means an area of land designated as a separate, distinct parcel on a legally recorded subdivision plan or description filed in the Land Title Office, and having a principal frontage upon a public street or road.

"Lot Depth" means the shortest horizontal distance between the front and rear lot lines.

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"Lot Line" means a legally defined boundary of any lot.

"Lot Width" means the horizontal distance between the side lot lines measured at right angles to the lot depth.

"~~Medical~~ Provincial Health Officer" means the ~~Medical~~ Provincial Health Officer appointed under the *Public Health Act*.

"Municipality" means the City of Vernon or the area within the municipal boundaries thereof as the context may require.

"Owner" shall be interpreted as defined in the *Municipal Local Government Act*.

"Potable Water" means water which is approved for drinking purposes by the ~~Medical~~ Provincial Health Officer.

"Professional Engineer" means a person who is registered or duly licensed as such under the provisions of the *Engineers Professional Governance Act of British Columbia*.

"Proven Supply" means that a supply of potable water is available and proven with respect to volume, delivery and continuity of supply from an on-site groundwater system, a source requiring a water license from the Ministry of Environment or a community water system.

"Roadway" means the portion of the highway that is improved, designed or ordinarily used for vehicular traffic.

"Service Level" means the standard of municipal services required for development of subdivisions and other developments not requiring subdivision under the provisions of this bylaw.

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"Street" means a highway except a lane, trail, or walkway.

"Subdivision" means the division of land into two or more parcels by plan or apt descriptive words.

"Top of Slope, Embankment or Escarpment" means the natural defined top edge of a slope, embankment or escarpment; or, where a gradual steepening exists, the point at which the slope exceeds 30% grade.

"Walkway" means a highway intended to carry pedestrian and non- motorized traffic.

"Watercourse" means any natural or man-made drainage course or source of water, whether usually containing water or not, and includes any lake, river, creek, spring, ravine, swamp, gulch, or source of ground water, whether enclosed in a conduit or not, or as required by a designated official of the Ministry of Environment, Lands and Parks of the Province of British Columbia.

"Zone" means an area created by the Zoning By law of the City of Vernon as amended or as replaced from time to time both before and after the effective date of this bylaw.

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**SECTION 3 - SUBDIVISION AND DEVELOPMENT REQUIREMENTS AND
REGULATIONS**

Compliance with Bylaw

- 3.01 No person shall subdivide or undertake development of land in the City of Vernon except in compliance with the provisions of this Bylaw.

General Requirements for Design of Subdivisions

- 3.02 No subdivision of land shall be approved which:
- a) is not suited to the configuration of land being subdivided;
 - b) is not suited to the use to which it is intended; or
 - c) will make impracticable the future subdivision of the land within the proposed subdivision or of any adjacent land.

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SECTION 4 - PROVISION OF SERVICES IN SUBDIVISIONS AND DEVELOPMENTS

Level of Service

- 4.01 Unless otherwise approved by a Development Variance Permit issued by the Council pursuant to ~~Section 922~~ Part 14, Division 9 of the *Local Government Act*, all subdivisions and developments shall be provided with services as prescribed in Schedule A of this Bylaw and the level of services required may be different for different zones as established by the Zoning Bylaw in accordance with the provisions of Schedule A of this Bylaw.

Subdivisions and Developments Where Servicing Requirements May Be Waived

- 4.02 Notwithstanding Subsection 4.01, the servicing requirements prescribed in Schedule A of this Bylaw may be waived where the lot created or developed is to be used solely for the unattended equipment necessary for the operation of:
- a) a community water system;
 - b) a community sewer system;
 - c) a community gas distribution system;
 - d) a community radio or television receiving antennas;
 - e) a radio or television broadcasting antenna;
 - f) a telecommunications relay station;
 - g) an automatic telephone exchange;
 - h) an air or marine navigational aid;
 - i) electrical substations or generating stations; or
 - j) any other similar public service or quasi public service facility or utility.

Notwithstanding Subsection 4.01, the servicing requirements prescribed in Schedule A pertaining to provision of community sanitary sewer system, community water supply system, storm sewer system or street lighting are not required for consolidations or boundary lot adjustments.

Notwithstanding Subsection 4.01, connection to the City’s storm sewer system may be waived for building permits relating to interior renovations and reconstruction of damaged buildings. Further, building permits for new single- and two- family homes, where no storm main is directly adjacent, as well as additions to single- and two- family homes may be waived where a registered professional has verified that an on-site storm disposal system is adequate. (*Bylaw 5511, Sept 8/14*)

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Expense of Services to Be Borne by Owner

- 4.03 Unless otherwise provided in this Bylaw, all works and services required in this Bylaw shall be constructed and installed at the expense of the Applicant.

Bonding and Development Agreement Required

- 4.04 a) All works and services to be constructed and installed to serve any proposed subdivision of any lands shall be constructed and installed at the expense of the applicant as prescribed in Schedules A to H herein and be subject to a warranty period of one (1) year for Works and two (2) years for landscaping, or such further period as provided herein, from the date of the inspection and acceptance by the City Engineer of the aforesaid Works and services as completed (hereinafter referred to as the “Acceptance of the Works”) prior to the approval of such subdivision by the Approving Officer. A plan of subdivision may be finally approved prior to:
- i) the expiry of the Warranty Period of the required Works and services and after Acceptance of the Works, where the applicant deposits with the City letter of credit, or other security in a form acceptable to the Manager of Finance, prior to the final approval of the subdivision by the Approving Officer, in an amount equal to 10% of the cost of installing and constructing all of the aforesaid Works and services for the subdivision and, notwithstanding the above, the security amount shall not be less than \$10,000.00 or more than \$75,000.00 for each \$1,000,000.00 or portion thereof of cost and to enter into a form of Agreement with the City as set out in Schedule J herein. Any security provided under Section 4.14(b) of this bylaw for the same works will be credited to any Agreements under this subsection;
 - ii) the Acceptance of the Works as required by this bylaw where the applicant deposits security in a form acceptable to the Manager of Finance in an amount equal to 150% of the cost of underground sanitary sewer and storm sewer works, including services and trench backfill plus 125% of the cost of all other works required to be constructed and installed by the Owner as required by the Approving Officer before the subdivision plan is finally

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approved by the Approving Officer and to enter into a form of Agreement with the City as contained in Schedule J herein.

- b) All works and services to be constructed and installed to serve any proposed development that does not require a subdivision of any lands shall be constructed and installed at the expense of the applicant as prescribed in Schedules A to H herein and be subject to a warranty period of one (1) year for Works and two (2) years for landscaping, or such further period as provided herein, from the date of Acceptance of the Works prior to the approval of such development by the City. A development may be finally approved prior to:
 - i) the expiry of the Warranty Period of the required Works and services and after Acceptance of the Works, where the applicant deposits with the City letter of credit, or other security in a form acceptable to the Manager of Finance, in an amount equal to 10% of the cost of installing and constructing all of the aforesaid works and services for the development and notwithstanding the above, the security amount shall not be less than \$10,000.00 or more than \$75,000.00 for each \$1,000,000.00 or portion thereof of cost and to enter into a form of Agreement with the City as set out in Schedule J herein. Any security provided under Section 4.14(b) of this bylaw for the same works will be credited to any Agreements under this subsection;
 - ii) the Acceptance of the Works as required under this bylaw where the applicant deposits a letter of credit or other security in a form acceptable to the Manager of Finance in an amount equal to 150% of the cost of underground sanitary sewer and storm sewer works, including services and trench backfill plus 125% of the cost of all other works required to be constructed and installed by the Owner as required by the City Engineer before the development is finally approved by the City and to enter into a form of Agreement with the City as contained in Schedule J herein;
- c) The City will reduce the amount of security deposited pursuant to provisions of this bylaw herein from time to time and in accordance with the following:
 - i) the credit reduction will be equal to the cost of the work completed and approved by the City Engineer;

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ii) no reduction will be allowed for any amount less than 10% of the total cost of the construction and installation of the work;

iii) upon completion of the works and services required herein, the provisions of Section 4.07 have been complied with in respect to provision of as-built drawings and service cards in paper and acceptable electronic formats;

iv) notwithstanding sub-paragraphs (i) and (ii) above, the City will not refund an amount whichever is the lesser of 10% of the total cost of the constructing and installing of the work or \$75,000.00 for each \$1,000,000.00 or part thereof of the cost of the construction and installation of the works and services required herein until the expiry of the warranty period or such further term as provided herein following the Acceptance of the Works. Notwithstanding the above, the minimum deposit required to be held shall be not less than \$5,000.00;

v) the warranty period provided for herein will be extended by the following periods of time if any of the following occurs:

- a) from the time a deficiency is discovered until the time it is repaired; and
- b) if a deficiency is repaired and the sufficiency of that repair cannot be determined due to weather or soil conditions until such time as the City Engineer, acting reasonably, is able to determine the deficiency of the repair of the Work;

Notwithstanding the above, the City Engineer may waive the requirement to extend the warranty period as set out above in whole or in part;

vi) Upon the expiry of the aforesaid warranty period or such further term as provided herein and provided that the Owner is not then in default under any of his covenants herein contained, and upon final approval of the Work by the City Engineer, the City will, as soon as possible, reduce the remaining security to zero (nil).

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Excess or Extended Capacity

- 4.05 Pursuant to ~~Section 939~~ **Part 14, Division 11** of the *Local Government Act*, the City may require that the Applicant provide excess or extended services to provide access to or service land other than the land being subdivided or developed.

Right-of-Way Agreement

- 4.06 Where the provisions of this bylaw require an Applicant to grant a utility or drainage Right-of-Way to the City of Vernon, the Applicant shall be required to:
- a) enter into an Agreement substantially in the form prescribed in Schedule K of this Bylaw, as amended;
 - b) provide that the Statutory Right-of-Way Agreement will be registered free and clear of any financial charges, options, rights of first refusal or any other encumbrances that in the opinion of the City’s solicitors may jeopardize the attachment of the Statutory Right-of-way to the lands;
 - c) either allow the City to register the Statutory Right-of-way in the Land Title Office against the lands of the applicant at the expense of the applicant or, at the option of the applicant, have the applicant’s solicitor provide an undertaking to register same on terms acceptable to the City’s solicitors; **and**
 - d) pay all associated costs in preparing and registering the Statutory Right-of-Way Agreement, including legal costs.

Design and Field Review of Construction by a Professional Engineer and Geoscientist

- 4.07 All engineering drawings required in this bylaw for works and services, shall be prepared by a Professional Engineer and Geoscientist registered to practice in the Province of British Columbia.

The Applicant shall engage a Professional Engineer and Geoscientist to carry out all necessary field reviews and inspections during the construction of works and services required as a condition of subdivision approval. The City requires full time inspection during the construction and installation of all underground works. The Professionals shall submit a report in the format set out in Schedule M of this bylaw certifying that the works and services have been carried out in compliance with this bylaw

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and the plans, drawings and supporting documents submitted in support of the subdivision application which were accepted by the City of Vernon.

All applications for subdivision shall include a letter of commitment from the Applicant in the format set out in Schedule L of this bylaw, that a Professional Engineer and Geoscientist have been engaged to carry out all necessary design works and undertake all field services for the subdivision.

- a) Upon completion of the works and services, the applicant shall provide to the City Engineer final, as-built drawings and service cards in paper and electronic acceptable formats signed and sealed by a professional engineer of all work constructed or installed pursuant to the application.
- b) If there are any deficient or missing drawings or service cards upon completion of the work, any refund due will be debited in the amount of \$2,500.00 per asbuilt sheet and \$500 per service card.

Exception for Service Connection

- 4.08 Notwithstanding Section 4.07 above, in a subdivision where only service connections to existing works and services are required, the City may not require that the Applicant engage a Professional Engineer or Geoscientist to design those service connections where service grade, elevation and pipe size are not an issue.

Geotechnical / Slope Stability

- 4.09 A geotechnical report(s) on slope stability is required prior to land use re-designation, subdivision, development and/or building permit approval. A report is required wherever the slope of the subject lands, or portions thereof exceed 15 percent or where past subsidence, slippage or seepage is evidenced in the vicinity of the site. Lands in excess of 30% slope are not to be developed unless otherwise approved for development as part of an adjoining larger area of 30% or less slope as per the Hillside Guidelines.

The requirement for a geotechnical report for slope stability may be waived by written authorization from the City Engineer. The City Engineer may also require a Geotechnical report for sites with soil conditions, groundwater, or other such conditions which, in the opinion of the City Engineer, require special attention.

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- a) Slope stability reports shall contain a minimum of the following information:
 - i) existing property lines shown on plan(s);
 - ii) top of slope, embankment or escarpment; and toe of slope;
 - iii) contour mapping as required by the Geotechnical Engineer;
 - iv) Stability Limit (S.L.) line(s) shown on plan(s). The S.L. line is defined as the line that corresponds to a slope stability Safety Factor (S.F.) of 1.5 and delineates the Developable Area where S.F. is greater than 1.5, from the Undevelopable Area where the S.F. is less than 1.5. To define the S.L. line, the slope is to be analyzed in the existing natural condition using the highest expected groundwater condition, both natural and man-made;
 - v) the effects of and extent of slope failure on the subject land and adjacent properties and the methods for protection of the lands;
 - vi) a setback line, drawn in relation to the S.L. Line and within the developable area, which shall define the point nearest the S.L. line that structures (including streets, underground utilities, building foundations, swimming pools, etc.) can be constructed without jeopardizing the slope stability at the S.L. line. The building setback line shall be no closer to the top of slope than:
 - a) that line determined by a Geotechnical Engineer using the method described in this section, or
 - b) the "rear yard setback" distance as specified in the City of Vernon Zoning Bylaw No. 5000, as amended measured from the top of the slope, embankment or escarpment.
 - vii) identification of proposed fill areas and development of a filling plan addressing ultimate topography, fill materials, methodology, inspection, testing, revegetation, slope stability and setbacks as defined in this section; and
 - viii) assessment and recommendations regarding the effects of rainfall, runoff and irrigation.

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- b) Existing lands within areas of 30% slope or less where the S.F. < 1.5 may be considered for development by the City Engineer if the existing slope is modified using recognized remedial procedures which will yield a S.F. greater than 1.5.
- c) Slope stability reports shall be prepared by a Professional Geotechnical or Geological Engineer.
- d) It is the responsibility of the developer to ensure that slope stability reports are initiated and that development conforms to the recommendations in the report.
- e) All rock removal and rock blasting are to be designed and field reviewed by a Professional Geotechnical or Geological Engineer.
- f) An erosion/sedimentation control plan must be prepared by a Professional Geotechnical or Geological Engineer that addresses dust, erosion and sediment control at all stages of development. The plan must be implemented and measures maintained at the Applicant’s expense until the Acceptance of Works.

Traffic Impact Analysis

- 4.10 The Approving Officer may require the Applicant to provide a traffic impact analysis.

Off-Site Utilities Impact Analysis

- 4.11 The Approving Officer may require the Applicant to provide an off-site utilities impact analysis.

Site Preparation

- 4.12 In no case shall land be excavated, filled, paved or graveled or the surface features of land otherwise be altered for the purpose of development without the prior written approval of the Approving Officer or City Engineer.

Off-Site Services

- 4.13 The Applicant may be required to contribute towards the cost of upgrading or upsizing off-site roads and utilities.

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Works within existing Right-of-ways)

- 4.14 Where a subdivision or development must construct works within a City road or right-of-way, the following is required:
- a) Provide engineering drawings for the works in accordance with the provisions of this bylaw.
 - b) Provide security in a form acceptable to the Director of Financial Services in the amount of 150% of the cost of underground sanitary sewer and storm sewer works, including services and trench backfill plus 125% of the cost of all other works required to be constructed within the City road or right-of-way plus engineering development review and inspection fee in accordance with the City of Vernon’s current Fees and Charges Bylaw. If the applicant has entered into an Agreement pursuant to Subsection 4.04(a)(ii) or 4.04(b)(ii), the above security can be credited against the security for the same works provided for in the above-mentioned Agreement.
(March 23/15, Bylaw 5549)
 - c) Obtain a Permit from the City for construction within a Right-of-way.

Exception for Property Boundary Adjustments

- 4.15 Notwithstanding Subsection 4.01 of this Bylaw, subdivisions involving only property boundary adjustments where the number of lots is not increased shall not be subject to the requirements of this Bylaw, except in the following cases:
- a) Where road dedication is required, all dedication for future road widening shall be obtained at the time of the property boundary adjustment application.
 - b) Any unprotected or existing servicing that encroaches on adjustment parcels shall be protected by means of easement or statutory Right-of-Way or relocated as required by the City Engineer. Any relocation of services shall be governed by the regulations of this Bylaw.

The applicant must provide a plan showing the location of all existing structures, road and utilities in order to demonstrate compliance with the above requirements.

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- 4.16 In those areas within ~~Plan~~ Vernon designated as a development permit area because of fire hazard, the Approving Officer will require a fire hazard assessment from a registered professional forester.

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**SECTION 5 -SERVICING REQUIREMENTS FOR SUBDIVISIONS UNDER LAND
TITLE ACT**

Highways

5.01 All highways created by plan of subdivision, including the widening of highways, shall:

- a) comply with the dimensions, location, alignment, drainage, and gradient requirements set out in Schedules A, B and F of this Bylaw; and
- b) be cleared, graded and surfaced in accordance with standards set out in Schedules A and B of this Bylaw.

Sidewalks, Curbs and Gutters *(June 14/04, Bylaw No. 4846)*

5.02 In subdivisions where highways are created, sidewalks, curbs and gutters shall be provided as required in Schedule A and constructed in accordance with the standards set out in Schedule C of this Bylaw.

Where in the opinion of the City the construction of curb, gutter and sidewalk improvements would be impractical at the time of subdivision, a cash deposit shall instead be deposited with the City in accordance with the conditions and requirements of paragraph 7.01 (d) (iv) of this Bylaw, to be used by the City for the future construction of curb, gutter and sidewalk improvements on the highway adjacent to the lands being subdivided.

Street Lighting

5.03 In subdivisions where highways are created, street lighting shall be provided as required in Schedule A and constructed in accordance with the standards set out in Schedule G of this Bylaw.

Electrical and Communications Wiring and Gas Distribution System

5.04 In subdivisions where parcels are created, each parcel shall be provided with power supply consistent with the standards set out in Schedule A and Schedule H of this Bylaw. Where cablevision and gas service are to be provided, such services shall be provided consistent with the standards set out in Schedule A and Schedule H of this Bylaw.

Water Distribution System

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5.05 In subdivisions where parcels are created, each parcel shall be supplied with a complete water distribution system connected to a community water system as required in Schedule A, and all system components shall be installed in accordance with the standards set out in Schedule D of this Bylaw.

Sanitary Sewer

5.06 In subdivisions where parcels are created, each parcel shall be:

- a) provided with a complete sewage collection system connected to the community sanitary sewer system, or
- b) provided with an on-site sewage disposal system as required in Schedule A of this Bylaw and all system components shall be installed in accordance with the standards set out in Schedule E of this Bylaw.

Drainage System

5.07 In subdivisions where parcels are created, each parcel shall be provided with a complete and fully operative drainage system as required in Schedule A of this Bylaw and constructed in accordance with the standards set out in Schedule F of this Bylaw.

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**SECTION 6 - SERVICING REQUIREMENTS FOR DEVELOPMENTS NOT REQUIRING
SUBDIVISION**

Developments Not Requiring Subdivision

- 6.01 As a condition of the issuance of a building permit on a site being developed, the City of Vernon may require that the Applicant provide works and services which are directly attributable to the development consistent with the provisions of this section.

Prior to issuing a building permit on a site being developed, the City of Vernon may require the Applicant to prepare a site servicing plan and details prepared by a Professional Engineer which shall identify how the Applicant intends to construct services on the site. All site servicing plans are to be approved by the City Engineer.

Domestic Water

- 6.01.1 Where the provisions of Schedule A require a parcel containing a development to be served by a community water system, the water distribution system on the parcel shall be constructed and connected to the community water system consistent with a site servicing plan approved by the City Engineer and the provision of Schedule D of this Bylaw.

Sanitary Sewer

- 6.01.2 Where the provisions of Schedule A require a parcel containing a development to be served by a community sewer system, the sewage collection system on the parcel shall be constructed and connected to the community sewer system consistent with a site servicing plan approved by the City Engineer and the provision of Schedule E of this Bylaw.

Site Drainage

- 6.01.3 The development shall be provided with site drainage collection and disposal facilities in accordance with a site servicing plan approved by the City Engineer and the provision of Schedule F of this Bylaw.
- 6.01.4 For developments where on-site parking or on-site loading facilities are required, the development shall be provided with vehicle access from a highway or highways in accordance with an access permit and a site servicing plan approved by the City Engineer.

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For developments located on sites fronting on a controlled access highway designated pursuant to the *Highway Act*, the proposed method of providing access to the site shall also be subject to the approval of the Ministry of Transportation and **Highways Infrastructure**.

Hydro, Telephone and Cablevision Wiring

- 6.01.5 Where the provisions of Schedule A require underground wiring, all hydro, telephone and cablevision wiring shall be installed underground consistent with the provisions of Schedule H of this Bylaw.

Exceptions for Developments Not Requiring Subdivision

- 6.02 Notwithstanding the requirements of Section 6.01 above, the following exceptions to the servicing standards set out in this bylaw may be permitted for developments not requiring subdivision:

Water Service Pipe

- 6.02.1 Polyethylene series 160 water service piping shall be accepted as an alternative to Type K copper. Corporation stops and curb stops shall be required for each lot or unit serviced.

Trench Backfill

- 6.02.2 Gravel backfill is the preferred material. Native backfill may be allowed in non-roadway areas only provided that the following is provided by the Developer and approved by the City Engineer prior to backfilling any trenches or excavations:

- a) engineering design for a modified road structure;
- b) engineering report detailing the procedure and equipment required to compact native material to requirements specified;
- c) test results to the satisfaction of the City Engineer to confirm the level of compaction has been achieved.

- 6.02.2 No road work shall be constructed until the test results have been reviewed and approved by the City Engineer.

Materials

- 6.02.3 Materials suppliers and manufacturers other than those specified in this Bylaw are acceptable subject to the approval of the City Engineer.

‘SCHEDULE 1’
Attached to and Forming Part of Bylaw 5885
“Subdivision and Development Servicing (Sections 1 through 9) Amendment
Bylaw 5885, 2022”

SECTION 7 - SERVICING REQUIREMENTS FOR HIGHWAYS ABUTTING A SITE

(June 25/94, Bylaw 4046)

7.01 As a condition of the approval of a subdivision or development or the issuance of a Building Permit, the City of Vernon shall require that the Applicant provide works and services directly attributable to the development on that portion of a highway immediately adjacent to the site being subdivided or developed, **and only** to the centerline of the highway for items (a) and (d) immediately below ~~only~~. Where the value of a Building Permit is less than ~~\$50,000~~ \$200,000 the applicant will be ~~required to conduct the necessary offsite works adjacent to the site up to the centerline up to the maximum value of 10% of the building permit value, with a cumulative maximum value being equal to the estimated total value of works required to conform to current bylaw standards at the time of application~~ exempted from this requirement. On building permits with a total construction value greater than \$200,000, the maximum value of the works and services to be provided shall be 5% of the total building permit construction value. Works and services which are required include:

- a) Where there is no existing work, highway improvements including clearing, grading, drainage and surfacing in accordance with the standards set out in Schedules A and B of this Bylaw.
- b) Where existing works are deemed adequate for the development proposed, no highway improvements, **or connection to the City's storm sewer system** shall be required. *(Sept 8/14, Bylaw 5511)*
- c) Residential low and medium density development with adjacent lanes is required only to widen the lane structure to the minimum widths defined in Schedules A and B. Where the Public Works Manager deems the surface condition of the existing lane unacceptable to accommodate additional use resulting from new development, the applicant may be required to re-grade and chip seal the portion of the lane being utilized. *(Dec 10/12, Bylaw 5398)*
- d) Sidewalk, curb and gutter improvements in accordance with the standards set out in Schedules A and C of this Bylaw subject to the following: *(April 9/01, Bylaw 4650)*
 - i) The construction of a sidewalk may also include without limiting the generalities of the foregoing, the construction of additional off-site works such as curbs, gutters, catch basin, storm sewer main extensions, handrails and retaining walls so that the sidewalk can be properly installed and

‘SCHEDULE 1’

Attached to and Forming Part of Bylaw 5885

“Subdivision and Development Servicing (Sections 1 through 9) Amendment
Bylaw 5885, 2022”

maintained. Such additional off-site works shall be constructed in accordance with the standards contained within Subdivision and Development Servicing Bylaw #3843 as amended. The City Engineer is to confirm the extent and details of the additional off-site construction works associated with a required sidewalk.

- ii) Sidewalks are not required to be constructed within the City road right-of-way adjacent to a property for which a Building Permit or Subdivision application has been submitted under the following conditions:
 - a) a sidewalk has not been designated by the authority having jurisdiction for the side of the road right-of-way adjacent to the subject property under application;
 - b) a sidewalk is not required as per Table A.2 of Subdivision and Development Servicing Bylaw #3843 as amended;
 - c) where the Subdivision Plan only involves a consolidation of lots or road dedication or road closure or phased building strata or lease plan;
 - d) where the Building Permit application only involves signs or internal renovations or exterior renovations without additions or accessory buildings or small public utility structures such as pumphouses and park washrooms or portable classroom and washroom structures;
 - e) where the road right of way adjacent to the subject property under application is insufficient in width to accommodate the designed sidewalk and where the right of way acquisition is not part of the application approval provisions;
 - f) where the building permit application is for renovations or reconstruction of an existing building as a result of a fire or other catastrophe, at the discretion of the City Engineer, provided there is no change in use, or
 - g) notwithstanding 7.01 of this Bylaw, where a building permit application for single or two family home involves an addition to a primary structure that will not

‘SCHEDULE 1’

Attached to and Forming Part of Bylaw 5885
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ultimately increase the demand on the existing City infrastructure and provided there in no change in use.

(Sept. 8/14, Bylaw 5511)

- iii) Where the existing works are deemed adequate for the development proposed, no improvements will be required.
- iv) Where in the opinion of the City the construction of curb, gutter and sidewalk improvements would be impractical at the time of subdivision or development, shall instead enter into a Works Contribution Agreement and provide a cash deposit equal to 125% of the estimated cost of the works. The estimate shall be provided by City staff for all works related to infill development adjacent to existing City roads within OCP Development Districts 1 and 2 to be used by the City for the future construction of curb, gutter and sidewalk improvements on the highway adjacent to the lands being subdivided or developed. The provision of the cash deposit shall be subject to the following: *(June 14/04, Bylaw 4846, Dec 10/12, Bylaw 5398)*
 - a) the amount of the cash deposit shall be equal to the total estimated costs of constructing the required curb, gutter and sidewalk improvements, as determined by the City, based upon the City’s then current unit rates for such construction and the requirements of Table A2 of Schedule A and Schedule C of this Bylaw;
 - b) without limiting the generality of (a), the construction of the curb, gutter and sidewalk improvements shall include all additional and ancillary works including, but not limited to such items as base, and sub-base material, catch basins, storm sewer main extensions, steps, handrails and retaining walls needed for the proper installation of the curb, gutter and sidewalk improvements;
 - c) the City shall hold the cash deposit in trust and only use it for the future construction of curb, gutter and sidewalk improvements and ancillary components on the highway adjacent to the lands being subdivided or developed;
 - d) the timing of the future construction of the curb, gutter and sidewalk improvements shall be at the sole discretion of the City; and

‘SCHEDULE 1’

Attached to and Forming Part of Bylaw 5885

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- e) the provisions of the cash deposit shall constitute full and complete compliance with the requirements of subsections 7.01 (d) and 5.02 of this Bylaw and, where the actual costs of construction of the curb, gutter and sidewalk improvements vary from the amount of the cash deposit, no refund shall be payable by the City nor shall the applicant be responsible for the shortfall.
- e) Water system improvements including construction of water distribution components in accordance with the standards set out in Schedule D of this Bylaw as required to service the development.
- f) Sewer system improvements including construction of sewage collection system components in accordance with the standards set out in Schedule E of this Bylaw where Schedule A of this Bylaw requires the development of a sewer system as required to service the development.
- g) Drainage system improvements including the provision of drainage facilities as required in Schedule A of this Bylaw, and construction of specific drainage system improvements in accordance with the standards set out in Schedule F of this Bylaw as required to service the development.
 - i) Where residential infill construction requires extension of the storm sewer system, the cost of which is greater than 5% of the building permit value, installation of on-site storm systems, which have been designed by a qualified professional, may be permitted by the City Engineer, subject to the applicant entering into a Works Contribution Agreement to fund their benefitting share of the estimated storm extension cost. *(Dec 10/12, Bylaw 5398)*
- h) Where the provisions of Schedule A require underground wiring, all hydro, telephone and cablevision, ducting and junction facilities shall be installed in accordance with the provisions of Schedule H of this Bylaw as required to service the development.
 - i) Where residential infill construction requires provision of ground transformers or other works, the cost of which is greater than 5% of the building permit value, installation of a new overhead transformer or other works, excluding service to the building, may be permitted by the City Engineer, subject to the applicant entering into a Works Contribution Agreement to fund their benefitting share of the estimated ground transformer cost.
(Dec 10/12, Bylaw 5398)

‘SCHEDULE 1’
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SECTION 8 - ADMINISTRATION AND ENFORCEMENT

Application Fee

- 8.01 Application fees shall be paid in accordance with the following:
- a) An applicant for subdivision approval shall submit with the application a fee in accordance with the City of Vernon's current Fees and Charges Bylaw. *(March 23/15, Bylaw 5549)*
 - b) This application fee shall cover all processing and review of preliminary subdivision layout plans up to the issuance of a preliminary layout approval or the equivalent thereof.
 - c) Following the granting of a preliminary layout approval an applicant for subdivision shall submit an engineering development review and inspection fee in accordance with the City of Vernon's current Fees and Charges Bylaw. The estimated cost of the works shall be approved by the City Engineer. *(March 23/15, Bylaw 5549)*
 - d) An applicant for development approval shall submit with the application a fee in accordance with the following:
 - i) any fee payable under the Building and Plumbing Bylaw of the City at the time of application;
 - ii) prior to the issuance of a permit where a permit is required or prior to construction where no permit is required, for engineering development review and inspection fee, an applicant for development shall submit a fee in accordance with the City of Vernon's current Fees and Charges Bylaw. The estimated costs of the works shall be approved by the City Engineer.
(March 23/15, Bylaw 5549)

Preliminary Layout Approval

- 8.02.1 An Applicant may, before causing a plan of subdivision to be prepared and submitted for approval pursuant to the provisions of the *Land Title Act*, make a submission for Preliminary Layout Approval. This submission shall be accompanied by preliminary plans of the proposal and shall include information as required by the Approving Officer to appraise the proposed subdivision.

‘SCHEDULE 1’

Attached to and Forming Part of Bylaw 5885
“Subdivision and Development Servicing (Sections 1 through 9) Amendment
Bylaw 5885, 2022”

8.02.2 Preliminary Layout Approval of any subdivision shall not be construed as final approval for land registration or any other purpose, nor is a submission for Preliminary Layout Approval considered an application under ~~Section 938~~ **Part 14** of the *Local Government Act*. This approval shall not be considered as acceptance by the Municipality or its Approving Officer of anything except the general layout of the proposed subdivision, and a list of minimum conditions which would be taken into consideration on an application for final approval. Preliminary Layout Approval is revocable by the Approving Officer at any time before final approval is granted.

8.02.3 The Preliminary Layout Approvals (PLA) approval period shall be a maximum of two (2) years with a maximum one (1) year re-approval period permitted wherein the re-approval conditions may vary from the initial approval conditions. (Mar. 11/19, Bylaw 5737)

Authorization to Enter on Lands Being Subdivided

8.03 Officers of the City of Vernon, or their designates are authorized to enter, at all reasonable times, upon the lands for which application to subdivide has been made, in order to ascertain whether the provisions of this Bylaw are being met.

Violation

8.04 Every person who:

- a) violates any of the provisions of this bylaw;
- b) causes or permits any act or thing to be done in contravention or violation of any of the provisions of this Bylaw;
- c) neglects or omits to do anything required under this Bylaw;
- d) carries out, causes or permits to be carried out any development in a manner prohibited by or contrary to any of the provisions of this Bylaw;
- e) fails to comply with an order, direction or notice given under this Bylaw;
- f) prevents or obstructs or attempts to prevent or obstruct the authorized entry of an officer on property under Section 2;

‘SCHEDULE 1’

Attached to and Forming Part of Bylaw 5885

“Subdivision and Development Servicing (Sections 1 through 9) Amendment
Bylaw 5885, 2022”

shall be deemed to be guilty upon summary conviction of an offence under this Bylaw.

Offence

- 8.05 Each day's continuance of an offence under Section 3 constitutes a new and distinct offence.
- 8.06 Any person who violates any of the provisions of this Bylaw shall, on summary conviction, be liable to a penalty not exceeding \$10,000 plus the cost of prosecution for each offence.

Completion

- 8.07 Should any person fail to construct or install any works or services required under this Bylaw, the municipality, its agents or servants may construct or install the works, services, asbuilts and service cards at the expense of the person in default, and the expense thereof, with interest at the rate of six percent (6%) per annum with costs, may be recovered in like manner from the bond or as municipal taxes.

Severability

- 8.08 If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason deemed to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this Bylaw.

Schedules Form Part Of Bylaw

- 8.09 Schedules "A" through "O" are attached to and form part of this Bylaw.

Authorization

- 8.10 The Manager of Engineering Services and or Manager of Engineering Development Services and Clerk are authorized to sign on behalf of the City the Agreement set out in Schedule J without further resolution of Council if such Agreement conforms with the provisions of this bylaw.

THE CORPORATION OF THE CITY OF VERNON
BYLAW NUMBER 5886

A bylaw to amend the City of Vernon's Official
Community Plan Bylaw Number 5470

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the "Official Community Plan Bylaw Number 5470, 2013";

AND WHEREAS all persons who might be affected by this amending bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

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

1. This bylaw may be cited as **"Official Community Plan (Development Permit Guidelines) Text Amendment Bylaw Number 5886, 2022"**.
2. That Official Community Plan Bylaw Number 5470 is hereby amended as follows:
 - **Amend** Section 26.0 Development Permit Areas (All Areas) - Context and Development Permit Minor - Context as shown in **red** on attached **Schedule "A"** attached to and forming part of this bylaw;
3. Official Community Plan Bylaw Number 5470 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this day of , 2022.

READ A SECOND TIME this day of , 2022.

PUBLIC HEARING held this day of , 2022.

READ A THIRD TIME this day of , 2022.

ADOPTED this day of , 2022.

Mayor

Corporate Officer

26.0 Development Permit Areas (All Areas)

Context

Where a Development Permit is required based on criteria 1-4 above, exemption from Development Permit approval applies in the following situations:

- Internal renovations where the existing buildings, structures, landscaping, parking and access are not affected.
- Addition to, alteration of, or external renovation of existing buildings or structures where the value of the work does not exceed ~~\$50,000~~ \$200,000 and where the use of the site as defined in the *Zoning Bylaw* is not amended and where the landscaping, parking and access are not altered and where the site is not listed on the Vernon Heritage Register and where the site is not designated a Heritage site. A Development Permit Minor may be required based on criteria set out in the Development Permit Minor section below.
- Erection of new signs, or replacement, relocation, or modification of existing signs except where other policies of the OCP require Development Permit approval.
- Temporary buildings as governed by the City's *Zoning Bylaw* and the City's *Building and Plumbing Bylaw*. This includes temporary classrooms.

Development Permit Minor

Context

The Minor Development Permit process is intended to provide a less expensive and less complex method to encourage upgrading and investment throughout the city. Minor Development Permits will be applicable in the following circumstances:

- a. All exterior or façade changes to any building or building(s) located in commercial, industrial or institutional areas;
- b. Addition to, alteration of, or external renovation of existing buildings or structures where a Development Permit would be required but the value of the work does not exceed ~~\$50,000~~ \$200,000 and where the use of the site as defined in the *Zoning Bylaw* is not amended.



THE CORPORATION OF THE CITY OF VERNON

INTERNAL MEMORANDUM

TO: Will Pearce, Chief Administrative Officer **FILE:** 6480-04

PC: Kim Flick, Director, Community Infrastructure and Development **DATE:** February 1, 2022

FROM: Barbara Everdene, Long Range Planner

SUBJECT: BYLAW REVISION FOR PROPOSED AMENDMENTS TO OFFICIAL COMMUNITY PLAN DEVELOPMENT PERMIT GUIDELINES

At its Regular Meeting of January 24, 2022, Council adopted the following resolution:

THAT Council support in principle an amendment to the Official Community Plan Bylaw #5470 that would change the dollar value for an exemption to the Development Permit requirements and Development Permit Minor requirements from \$50,000 to \$200,000 as outlined in the report titled "Proposed Amendments to Official Community Plan Development Permit Guidelines" dated January 11, 2022 and respectfully submitted by the Long Range Planner, and direct Administration to bring forward the proposed amendment for its consideration to the Regular Meeting of February 14, 2022.

As such, Administration has provided the bylaw amendments for Council's consideration (Attachment 1):

It is noted that the OCP Amendments Application Policy, which requires an open house in addition to the legislated requirement for a public hearing, does not apply to the subject text amendment as it is not a development application.

RECOMMENDATION:

THAT Council support the amendments to the Official Community Plan Bylaw #5470 that change the dollar value for an exemption to the Development Permit requirements and Development Permit Minor requirements from \$50,000 to \$200,000 as outlined in the memorandum titled "Bylaw Revision for Proposed Amendments to Official Community Plan Development Permit Guidelines" dated February 1, 2022 and respectfully submitted by the Long Range Planner.

Respectfully submitted by:

A handwritten signature in cursive script, reading 'Barbara Everdene'.

Barbara Everdene
Long Range Planner

Attachment 1 – Official Community Plan (Development Permit Guidelines) Text Amendment Bylaw Number 5886, 2022

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5886

A bylaw to amend the City of Vernon's Official
Community Plan Bylaw Number 5470

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the "Official Community Plan Bylaw Number 5470, 2013";

AND WHEREAS all persons who might be affected by this amending bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

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

1. This bylaw may be cited as **"Official Community Plan (Development Permit Guidelines) Text Amendment Bylaw Number 5886, 2022"**.
2. That Official Community Plan Bylaw Number 5470 is hereby amended as follows:
 - **Amend** Section 26.0 Development Permit Areas (All Areas) - Context and Development Permit Minor - Context as shown in **red** on attached **Schedule "A"** attached to and forming part of this bylaw;
3. Official Community Plan Bylaw Number 5470 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this	day of	, 2022.
READ A SECOND TIME this	day of	, 2022.
PUBLIC HEARING held this	day of	, 2022.
READ A THIRD TIME this	day of	, 2022.
ADOPTED this	day of	, 2022.

 Mayor

 Corporate Officer

26.0 Development Permit Areas (All Areas)

Context

Where a Development Permit is required based on criteria 1-4 above, exemption from Development Permit approval applies in the following situations:

- Internal renovations where the existing buildings, structures, landscaping, parking and access are not affected.
- Addition to, alteration of, or external renovation of existing buildings or structures where the value of the work does not exceed ~~\$50,000~~ \$200,000 and where the use of the site as defined in the *Zoning Bylaw* is not amended and where the landscaping, parking and access are not altered and where the site is not listed on the Vernon Heritage Register and where the site is not designated a Heritage site. A Development Permit Minor may be required based on criteria set out in the Development Permit Minor section below.
- Erection of new signs, or replacement, relocation, or modification of existing signs except where other policies of the OCP require Development Permit approval.
- Temporary buildings as governed by the City's *Zoning Bylaw* and the City's *Building and Plumbing Bylaw*. This includes temporary classrooms.

Development Permit Minor

Context

The Minor Development Permit process is intended to provide a less expensive and less complex method to encourage upgrading and investment throughout the city. Minor Development Permits will be applicable in the following circumstances:

- a. All exterior or façade changes to any building or building(s) located in commercial, industrial or institutional areas;
- b. Addition to, alteration of, or external renovation of existing buildings or structures where a Development Permit would be required but the value of the work does not exceed ~~\$50,000~~ \$200,000 and where the use of the site as defined in the *Zoning Bylaw* is not amended.

0230-20
DVA

January 20, 2022

Downtown Vernon Association

RE: Crime Prevention and Security Camera Grant Program

Dear Mayor Cumming and City of Vernon Councilors,

As you are aware, the Downtown Vernon Association has been administering the *Crime Prevention and Security Camera Grant* program funds to downtown business members who have installed new security cameras or camera systems. According to the details of the grant program, the DVA pays for half (50%) of the cost of a member's cameras and/or installation – up to a maximum of \$1,500 per property.

The total funds originally made available for the program were \$22,000. The initial grant period expired in December of 2021, with nearly half of the grant money remaining unspent. Prior to the December 2021 expiry, City Council voted to extend the grant deadline until December of 2022. Soon after an announcement of the extension, the remaining funds were quickly applied for and consumed. The current grant fund balance is \$76.28.

The DVA now finds itself in a situation where there is a grant program running with no supporting funds. In response to this, we would like to formally request a funding extension of \$20,000 for the *Crime Prevention and Security Camera Grant* program. This additional funding will continue to be administered by the DVA until funding is exhausted or until December 31, 2022 - whichever comes first. This request comes at the behest of downtown business members seeking to upgrade security coverage for their own properties as well as to upgrade their ability to provide potentially valuable footage to the RCMP in support of the security of the entire downtown core.

The goals of this program are to:

- Reduce crime in the downtown core;
- Provide increased public safety;
- Assist law enforcement to aid in investigations and prosecutions; and
- Increase perceptions of safety among law abiding citizens, encouraging them to use public spaces.

Should you have any questions or comments, please contact Keelan Murtagh, for more information.

Sincerely,

Keelan Murtagh

Executive Director, Downtown Vernon Association

keelanm@downtownvernon.com | 250-542-5851 x 201

From: Mayor <Mayor@vernon.ca>
Date: January 27, 2022 at 10:27:47 AM PST
To: Keelan Murtagh <keelanm@downtownvernon.com>
Cc: "Group (Mayor and Council)" <Group_Mayor_and_Council@vernon.ca>, Will Pearce <WPearce@vernon.ca>, Maria Doyle <MDoyle@vernon.ca>
Subject: RE: Crime Prevention and Security Camera Grant Program

Keelan

Thank you for your letter dated January 20 , received January 25.

I will place the letter on Council's coming agenda for their consideration. The City Budget was finalized in December and this request was not before Council at the time. In your email of January 25 you state the "timeline for the grant program was extended in 2021; however the funding was not". To be accurate, the DVA requested the time extension in 2021 because, at the time of the request to extend the timeline, the grant had not been fully utilized (only about 50%), and the DVA wished to have additional time to promote use and allocation of the grant monies. In effect, Council extended the timeline and there was funding available.

It is good to see the majority of the remaining monies have now been granted to downtown businesses and the remaining balance is nominal.

The goals of the program, as you have stated, are admirable. The original grant monies approved by Council were derived from previous year end unexpended budget. Council may need to wait for 2021 year end financial reports (late spring) for a future source of monies to support this program.

Victor

Victor Cumming
Mayor, City of Vernon
City Hall, 3400 30th Street, Vernon, BC V1T 5E6
Office: 250-550-3508 | Cell: 250-938-0022



From: Keelan Murtagh <keelanm@downtownvernon.com>
Sent: Tuesday, January 25, 2022 9:28 AM
To: Mayor <Mayor@vernon.ca>
Cc: Scott Anderson <SAnderson@vernon.ca>; Teresa Durning <TDurning@vernon.ca>; Kelly Fehr <KFehr@vernon.ca>; Kari Gares <KGares@vernon.ca>; Akbal Mund <AMund@vernon.ca>; Brian Quiring <BQuiring@vernon.ca>

Subject: Crime Prevention and Security Camera Grant Program

*****Use Caution - External Email*****

Good morning Mayor Cumming and Vernon City Councillors,

As a result of the DVA's general board meeting this month, I am sending you this email with an attached letter regarding the *Crime Prevention and Security Camera Grant Program*.

As you are aware, the timeline for the grant program was extended in 2021; however, the funding was not. Please review the attached document for more details. The Downtown Vernon Association asks Mayor and Council to include this in the agenda and vote on this request at the next available opportunity.

Please do not hesitate to contact me if there are any questions, comments, or concerns.
Sincerely,

Keelan Murtagh
Executive Director
[Website](#) | [Member Directory](#)
Downtown Vernon Association
3334-30th Ave, Vernon
V1T 2C8
250-542-5851 x201



Jan. 20, 2022

Adrian Dix

Minister of Health

HLTH.Minister@gov.bc.ca

Harwinder Sandhu

MLA for Vernon-Monashee

Harwinder.Sandhu.MLA@leg.bc.ca

Re: Government engagement with businesses and disclosure of data

Minister Dix and MLA Sandhu

The Greater Vernon Chamber of Commerce appreciates the efforts being taken by health care professionals to respond to Covid-19 and its variants. However, we are concerned about the significant pressure small business owners continue to face due to restrictions.

Specifically, recent public health orders forced gyms, fitness centres, bars and banquet facilities to close. Many business owners are left wondering how they will pay rent, utilities and other costs and while there is the Closure Relief Grant program, the available assistance and the timeline to actually receive funding may prove inadequate.

Prior to future closures being considered for any sectors, we would urge the provincial government to initiate a process that actively engages with businesses and finds a way for them to remain open while ensuring public health and safety.

There is also a need for health orders to be based on data that is open and available to those impacted as well as the public. Without access to that information, measures such as closures appear arbitrary, and this undermines the integrity of these decisions as they are challenging for businesses and the public to accept. It's important to know why some businesses are identified for full closures while other businesses remain open with no restrictions in place.

The Chamber wants the government to initiate a process that actively engages with businesses and finds a way for them to remain operating while ensuring public health and safety rather than choosing certain industries to shut their doors.

The reality is that our economy relies on small businesses and future mandated closures will force some to close permanently, wiping out owners' dreams and investments and creating unemployment for their staff. Our communities and province need these businesses to survive for the long-term.

There is a need for direct engagement between government, health authorities and businesses that provides meaningful results.

If there is any further information that we can provide, please contact us. Thank you for your attention to this important matter and we look forward to hearing from you.

Sincerely,



Robin Cardew
President
Greater Vernon Chamber of Commerce

CC. Shirley Bond, Official Opposition Interim Leader
City of Vernon Mayor and Council
District of Coldstream Mayor and Council
Regional District of North Okanagan Board of Directors
Okanagan-Shuswap Chambers of Commerce



DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6

Phone 250-545-5304 Fax 250-545-4733

Email: info@coldstream.ca Website: www.coldstream.ca

"Rural Living At Its Best"

City of Vernon
3400 – 30th Street
Vernon, BC
V1T 5E6



January 27, 2022
0360-20-07

Re: Okanagan Regional Library; Library Sunday Openings Request for Funding

At their meeting held October 12, 2021, the District of Coldstream Council adopted the following resolution:

THAT Council authorize a contribution of \$4,030 to the City of Vernon to support Sunday hours at the Okanagan Regional Library, with funds from the General Government operating budget.

Please feel free to contact me at 250-545-5304 or by email at clerk@coldstream.ca should you have any questions or require clarification.

Yours truly,

Kim Tvergyak
Deputy Municipal Clerk

cc T. Seibel, Chief Administrative Officer
J. Sundin, Director of Financial Administration

Jan. 28, 2022

Adrian Dix

Minister of Health

HLTH.Minister@gov.bc.ca

Ravi Kahlon

Minister of Jobs, Economic Recovery & Innovation

JEDC.Minister@gov.bc.ca

Melanie Mark

Minister of Tourism, Art, Culture & Sport

TAC.Minister@gov.bc.ca

Harwinder Sandhu

MLA for Vernon-Monashee

Harwinder.Sandhu.MLA@leg.bc.ca

Re: Reopening B.C.'s event sector

Minister Dix, Minister Kahlon, Minister Mark and MLA Sandhu

The Greater Vernon Chamber of Commerce is hearing the concerns of members and wishes to express its concern about the current status of B.C.'s event sector and the long-term viability of an industry that employs thousands of people and generates billions of dollars in revenue.

Specifically, weddings, corporate gatherings, community events, fundraisers and celebrations of life have largely been sidelined by the pandemic since March 2020. Not only has that negatively impacted event planners - mostly small entrepreneurs - and their employees, there has been losses for associated businesses, including caterers, venues, suppliers, retailers and photographers. Not able to work means challenges to support their families and community.

Restrictions have resulted in a loss of contracts and refunds, and the prospect of new bookings is reduced because of ongoing uncertainty around future health orders and possible event cancellations. Adding to the situation are health orders that often lack clarity (what is the difference between a sponsored or ticketed party and a sponsored or ticketed event?).

Our Chamber is convinced that events operated by industry professionals can provide a safe environment for all participants utilizing similar health protocols as followed by restaurants, retailers, fitness centres and theatres. We understand Dr. Henry's concerns that certain events and venues lend themselves to attendees letting their guards down and engaging in actions which

may result in increased transmissibility however the ongoing ebbs and flows of relaxing and tightening restrictions must be tempered. A plan to work with business to get back to normal business activities even if there are restrictions for certain events and activities to take place must be developed. Vaccine rates are high so let's be mindful of all, including our front line workers, who wish to improve their mental health with connections and events.

To assist with economic recovery in our communities, the Greater Vernon Chamber would make the following recommendations:

- That the Government immediately form a consultation process with event industry representatives to establish a process that allows events to resume, including, but not limited to, capacity, masks, proof of vaccination, sanitization and security;
- Public health orders that include clear definitions for events and restrictions for specific event format;
- Clear and understandable language in public health orders and other information (shift from “personal gatherings,” “organized indoor events” and “organized indoor events at venues.”)
- Continued payroll and rent support programs so event companies have access to cash flow as they reopen.

In many communities such as Vernon, events of all sizes are not only essential to our economy, but these functions create vitality and diversity for our residents and visitors. The event planning sector in B.C. must survive.

If there is any further information that we can provide, please contact us. Thank you for your attention to this important matter and we look forward to hearing from you.

Sincerely,



Robin Cardew
President
Greater Vernon Chamber of Commerce

CC. Shirley Bond, Official Opposition Interim Leader
City of Vernon Mayor and Council
District of Coldstream Mayor and Council
Regional District of North Okanagan Board of Directors
City of Vernon Economic Development & Tourism
Okanagan-Shuswap Chambers of Commerce
Event Planning Sector



DISTRICT OF STEWART

Office of the Mayor

January 28, 2022

Mr. Taylor Bachrach, MP for Skeena-Bulkley Valley
House of Commons
Ottawa, Ontario K1A 0A6

sent via email to: Taylor.Bachrach@parl.gc.ca

Dear Mr. Bachrach,

Re: BC Wildfires Petition – Letter of Support

Council considered correspondence from the District of Lillooet at the January 24, 2022 Regular Council Meeting, and made a resolution to support the community's BC Wildfires Petition.

The BC Wildfires petition that was previously sent to BC Municipalities from the District of Lillooet, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

We support the District of Lillooet's belief that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the District of Stewart calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working to re-evaluate and change those that are not.

We respectfully request that you present our letter supporting the District of Lillooet's BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

On behalf of Council, thank you for your consideration of this request.

Sincerely,

Gina McKay
Mayor
District of Stewart

Cc: Hon. Nathan Cullen, MLA for Stikine
District of Lillooet
Councils of BC Communities



THE CORPORATION OF THE CITY OF VERNON

MINUTES OF

THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

HELD THURSDAY, OCTOBER 14, 2021 at 2:30 PM

OKANAGAN LAKE ROOM

PRESENT: **VOTING:**

Mayor Victor Cumming, Chair
Annette Sharkey, Social Planning of North Okanagan
Leigha Horsfield, Community Futures
Richard Rolke, Greater Vernon Chamber of Commerce
Richard Toperczer, Province of B.C. – Regional Ec. Dev.
Tannis Nelson (*Via Zoom*)
Annette Sharkey (*Via Zoom*)
Leigha Horsfield (*Via Zoom*)

GUESTS: Glen Benischek, CEO, Vantage One Credit Union
Krysten Kempton, Lawyer, Nixon Wenger
Ken McCluskey, Realtor, Royal LePage

ABSENT: Colin Wilson, UBC Okanagan
Jane Lister, Okanagan College Rep.
Jenna Stasuk, Accelerate Okanagan Rep.
Susan Lehman, Downtown Vernon Association

STAFF: John Perrott, Manager, Economic Development & Tourism
Karen Savill, Administrative Assistant, Economic Development & Tourism
Roy Nuriel, Economic Development Planner
Kim Flick, Director, Community Infrastructure and Development
Tracy Mueller, Committee Clerk

**LAND
ACKNOWLEDGEENT**

As chair of the City of Vernon's Economic Development Advisory Committee, 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.

ORDER

The Chair called the meeting to order at 2:31 PM.

**ADOPTION OF
AGENDA**

Moved by Richard Rolke, seconded by Richard Toperczer:

THAT the agenda for the Thursday, October 14, 2021 meeting of the Economic Development Advisory Committee be adopted.

CARRIED.

**ADOPTION OF
MINUTES**

Moved by Leigh Horsfield, seconded by Annette Sharkey:

THAT the minutes for the October 29, 2020 meeting of the Economic Development Advisory be adopted.

CARRIED.

UNFINISHED BUSINESS:**UPDATE RE:
COMMUNITY
ECONOMIC RECOVERY
INFRASTRUCTURE
GRANT PROJECT**

The Manager, Economic Development and Tourism provided an update on Southern Interior Development Initiative Trust. The following points were noted:

- There were no comments from staff or from members of the Committee regarding this this agenda item.

**CO-OP STUDENT
EMPLOYMENT
OPPORTUNITIES**

The Manager, Economic Development and Tourism provided an update on Southern Interior Development Initiative Trust. The following points were noted:

- There were no comments from staff or from members of the Committee regarding this agenda item.

NEW BUSINESS:**BUSINESS
ENVIRONMENT
FACILITATED
DISCUSSION**

The Chair introduced three (3) guest panelists as follows: Glen Benischek, CEO, Vantage One Credit Union, Krystin Kempton, Lawyer, Nixon Wenger and Ken McCluskey, Realtor, Royal LePage.

Each panelist was asked to speak to the current economic climate and potential challenges related to the City of Vernon.

Glenn Benischek, CEO, Vantage One Credit Union:

- When the pandemic first started, the service sector went from revenue "something" to "revenue zero".
- There were loan deferrals that were processed on the commercial side and the consumer side.

- As the pandemic carried on, there was a lack of movement, restricted conditions on regions and businesses.
- The challenge was balancing and helping those who were uncertain as to what the future might hold and when the demand returned. There were supply chain challenges and challenges in finding employees. Supply chains are still stressed, in the last few days there was an agreement for 24-hr processing for a key port that serves North America. It is projected that supply chains will not return to normal until 2024. There are struggles with retail industries as well as with wholesalers.
- People have moved out of the service sector into other areas of the economy and finding people and keeping staff has been a challenge as a result.
- Property values increased in Vernon and those increased values will present issues in terms of affordable housing. Attainable and affordable housing in the City of Vernon is growing a concern as we move through to the future.
- The commercial portfolio is up 12 percent; a lot of new activity has come from commercial property development and multi-family homes.
- Hospitality and event promotion in the City have been on roller coaster.
- The government subsidy utilization has directly assisted in providing small business loans through export development Canada. It was a key tool for many businesses to survive the pandemic.
- At the end of 2022 small business loan repayments will start to begin, the hope is the businesses who undertook loans through the programs offered will recover and be able to begin repayment.
- Technology has been a challenge, right now it is heavy on the manufacturing side. COVID-19 has changed the nature of work, workers do not need to live in the community that they work in.
- Everyone is rethinking everyone's business models; employee skills and online resources continue to be critically important as we move collectively into the future.
- There is a lot of optimism in investment in the City of Vernon; commercial members are positive with economic development. Businesses not in tourism and hospitality and see a future in their business growth. They are willing to invest in larger property and equipment. The largest challenges will continue to be in in the areas of staffing, supply chains and stability.

Krystin Kempton, Lawyer, Nixon Wenger

- Have been dealing largely with corporate and commercial clients.
- There have been the most volume of deals in the real estate market on record since 2016.
- With the low interest rates, there have been more people purchasing investment properties and buying second properties by pulling equity out of their existing property.
- The buyers are mainly from Alberta; however, there has also been a consistent increase in buyers from the Lower Mainland; the influx might be a direct reflection of remote working capabilities presented by the pandemic.
- Labour shortages continue to be an issue; access to qualified labour markets is an ongoing concern, the aim is to pull more people from the coast.
- Not for Profit organizations have really faced struggles over the last year with not being able to hold events on a regular basis to build up their funding base.

Ken McCluskey, Realtor, Royal LePage

- Most of the work is leasing land investment.
- At the beginning of the pandemic there was a lot of uneasiness in the downtown core.
- To address the unease, leasing incentives were given and people who were reluctant. After 6 months most businesses seem to have adapted to the protocols related to COVID19.
- Retailers downtown were not invested in improving their look or advertising (pre-pandemic); however, there seems to be more people out-and-about in the downtown core in the last few months.
- There are more people interested in investing in Vernon.
- The CAP rates have lowered in Vernon, as a result, people are coming from the Coast and Calgary and buying up properties.
- There are a few investments planned for the future on Anderson Way.
- Overall, the outlook for Vernon is optimistic.
- Staffing is an ongoing concern and the hope is that more employment growth will continue to build.

The Chair invited members of the Committee to pose questions to members of the panel; each panelist was then extended an opportunity to provide their response in a round- -table format.

1. Labour Issues - What are the Driving Factors?

- Krystin Kempton - There are people buying in Vernon and working remotely on the coast. To keep and retain staff, access to daycare is an issue in Vernon, if that is readily available and affordable it might make it easier to retain staff.
- Ken McCluskey - Younger people want to shop around for the perfect job; as a result, there is a very high turnover in many food service industries.
- Glenn Benischek - In the City of Vernon the population is aging, a lot of people are selecting retirement or focusing on the family unit and becoming parents. There are lifestyle changes, and also finding the right skill match. There are challenges in the high-tech spaces finding staff who have specific "skills".

2. Will the Economy Get back to a Semblance of Normalcy?

- Glenn Benischek - For the time being, we are essentially done with the "special protocols" that will negatively impact visitors to the City of Vernon. If we can get to a point where there is a known path forward (with a level of surety) it makes it easier for customers and businesses to adopt, to change their behaviors and business models. Another COVID-19 variant may force another lock-down / disruption. Most of the protocols in place are excellent and the business community responded well thus far.

3. What Kind of Inventory is there in Vernon Compared to Last Year?

- Ken McCluskey - What has caused multiple offers and driven up prices is the lack of inventory in the City of Vernon, the inventory is down from this time two years ago. Sales are up, but inventory is substantially down.
- Glenn Benischek - In tracking the inventory, one of the metrics followed is sales to inventory ratio. A balanced market is 12 - 15%. The City of Vernon was at 84 percent in March 2020; whereby basically, a person listed property and it immediately sold. The City is now above 50 percent, cooling off from the levels that were seen previously but very high and presenting continuing challenges in the market.
- Krystin Kempton - There are currently three buyers for every one seller. There is a lot of demand unmet.

The Chair clarified for the benefit of the Committee that housing starts in Vernon number around 450 new dwellings. Staff noted that there will be a more detailed update provided at the October 25, 2021, Council meeting.

4. Is there Interest in Developing Rental Housing Stock and What are the Projected Rates of Return?

- Glenn Benischek - There is a hesitancy based on 2007 / 2008 and the economic downturn that occurred during those years. The majority of developers are looking to build and to quickly sell. Rental landlordship in the province is not easy to manage. To encourage more rental stock there has to be an incentive for developers.
- Ken McCluskey - On both the industrial / commercial sides there is a lack of inventory. There are developers interested in developing leasing space for light industrial as it would be a benefit for Vernon.

5. In Terms of Investment, what is Available in the Rest of the North Okanagan (Outside of Vernon)?

- Ken McCluskey - Most interested parties are look at retail developments / light industrial. At the moment there is not a lot going on in surrounding areas. Vernon is an area that a lot of people are interested in investing in. At the light industrial sites; there is a need to have fencing and a compound that can be driven in and out of.
- Glenn Benischek - Challenges remain in finding qualified staff, finding pickers, and the other push is that people are leaving Vernon to go to other areas. Internet speed and access is an issue; the speed in Greenwood could be improved. There is an expectation that utilities would be available so individuals who are working remotely can work at home with the same level of services they are accustomed to in a more traditional office setting.

6. What is the Trend on How Businesses have Pivoted into the "Bricks and Mortar" piece? And what is the Future of Bricks and Mortar in Vernon?

- Glenn Benischek - Taking businesses into a digital space is beyond some capabilities of more traditional business. Over the pandemic, consumer behaviours have dramatically changed in all areas. Small businesses embracing the digital piece in order to stay competitive and meet consumer needs is essential.

7. When you Start Seeing Inflation Rising the Way it is Across the Board in Supply Chain -- What do you Foresee in Terms of Vernon's Economic Outlook?

- Glenn Benischek - We are currently in uncharted waters; the government stimulus packages has been a "boon" to the supply side. However, the projections anticipate that consumers will continue to be conservative with the money they have in the bank.
- Aggregate demand on the economy will decline.
- In the coming months it will be a state of inflation but without significant economic growth.
- The goal is to find a mainstream middle of the road type of view. No spikes in any areas, inflation is going to cause an increase in interest rates. Not like what occurred in the 1970's; but it will be seen over the next 12 - 18 months.

8. Second Homes Purchased in Vernon, are they Mostly Used as Vacation Rentals?

- Krystin Kempton - Confirmed that most second homes are purchased as a "recreational investment".
- Rents are so high; the service industry will be negatively impacted because people need a living wage.
- Rental rates are getting higher and higher and matching mortgage prices as it is putting people in a difficult position.

The Chair noted the housing stock needs to be senior government assisted. One of the critical things that needs to be looked at is how the Federal Government will assist with housing supply for the lower 1/3.

- A member of the Committee noted that the National Housing Strategy dollars and programming has not been filtered into the Vernon Community. BC Housing has done a lot of work; however, additional increased Federal input is needed.

ACTION: A Committee member suggested the value of having a "think tank"; as a means of understanding housing projects worked on locally, and to understand where we can fill some of the gaps.

9. Is there Something that the City or other Branches of Local Government Could be Doing to Assist in Economic Recovery / Stability?

- Glenn Benischek - Vernon viewed as a success as there has been ongoing work on affordable housing in the area. That is one area where the municipality can be a voice. In terms of the Planning Process, assist in streamlining zoning, quick applications, and approvals to get the shovels turning quickly those are the incentives for developers.
- Ken McCluskey - Thought should be given to expanding the City boundaries. New construction has been a contention with turn around time in the planning department. Improving turnaround time would be good.
- The Chair - Noted that additional staffing has been added to the Long-Term Planning Department to speed up internal capital projects and infrastructure redevelopment.

ACTION: It was discussed it was important to continue to work on these items, have a think tank, brain storm, thought exchange and come to the table and develop solutions.

Staff noted that they can identify projects underway and think about developing an agenda for the next meeting as a discussion item.

INFORMATION ITEMS:

The Chair asked each Committee member for any updates they wanted to share and the following notes were provided;

Richard Toperczer, Province of BC, Reg. Ec. Development Branch

- Managing the BC Wildfire and COVID-19 Recovery Programs and the Recovery Advisory Program for populations under 25,000 people.
- Another is forest policy changes and the way public lands forestry operate. There will be changes in the coming weeks that will have significant impacts to some communities that are "forest dependent".
- What that means is that there will be mitigation, navigation and looking to develop opportunities. Indigenous partnership development, looking at different methods where communities can work together, changing the fabric of the communities. Revelstoke recently hired an Indigenous staff liaison. In most municipalities housing is a concern and attainable housing, helping people get into the market.

Annette Sharkey, Social Planning Council of N.O. Rep.

- Working closely with bylaw, non-profits, and outreach for homeliness. Vernon secured 1.5 Million Dollar Grant to address homelessness. That money will go to transitional hotel rooms, additional staffing, seasonal bylaw teams who work with outreach. Hopeful to bring people in over the winter in supportive housing.
- Working to attract and retain immigrants to our community. Partner with Community Futures with the Art Program. Trying to do creative thinking on how to house people when they first come into the Community.
- The other piece is around the opioid crisis and peer programs to ensure that people who are using illicit drugs know how to stay safe. Looking to create better response in the community for awareness and education on racism. Working with BC Housing.

Tannis Nelson, Regional District of N.O. Rep.

- Lots going on at the Regional District. Regional District is taking on an impact study to look at arts and culture and the economic / health and social impact. It is exciting because a lot of the organizations rely on data.
- Other significant projects are the Greater Vernon Cultural Centre. The RD has made the decision with two unsuccessful grant applications, would like to unburden from the requirement, will go to an Alternative Approval Process by way of referendum. This method would allow the project to go forward right away, can launch into design and planning.
- Trails are busier than ever due to extended use; and the season will be extended as a result.

Richard Rolke, Greater Vernon Chamber of Commerce

- Busy at the Chamber, in the planning stages for Business Excellence Awards, the gala will be "in person" and "live streamed", there has been great input from the public in terms of recognizing businesses and non-profits.
- Hosted Round Table with BC Labour Minister and our MLA to hear about concerns regarding paid leave.
- In terms of ongoing labour issue, have been making the job board available to members. Open jobs get posted online and socially.
- Other task is assisting members with the twists and turns with government programs and COVID-19.
- Are part of a coalition of Chamber's from Armstrong to Osoyoos and they want to encouraging shopping local and tourism.

John Perrott, Manager, Economic Development and Tourism, City of Vernon

- It has been a very busy summer. We are on a trajectory that is positive, and more of an update will be provided at the next meeting.
- Annual business walk is underway, there are more than a dozen volunteers to check with businesses and confirm the insights shared today.

The Chair

- Supportive Housing is in place and there are two places to come on stream in 2022. Also seeing the Albert House move along, CMHA and Vernon Native Housing, have gone through approvals for a second one.
- The land trust has been building townhouses and their second project was approved last week which will see a building of similar size.
- Some of these other projects are coming on stream and will be available in 2021 and 2022 on the Social Housing Side.

In closing the Chair thanked the members of the panel for their participation on behalf of the Economic Development Advisory Committee and for sharing their valuable insights.

DATE OF NEXT MEETING

The next meeting will be at the call of the Chair.

ADJOURNMENT

Moved by Richard Toperczer, seconded by Richard Rolke

THAT the Economic Development Advisory Committee of October 14, 2021, be adjourned.

CARRIED.

The meeting of the Economic Development Advisory Committee adjourned at 3:54 PM.

CERTIFIED CORRECT:

A handwritten signature in blue ink, reading "Victor A. Cummins", is written over a horizontal line.

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 5883

A bylaw to amend the City of Vernon
Zoning Bylaw Number 5000

WHEREAS the Council of The Corporation of the City of Vernon has determined to amend the City of Vernon Zoning Bylaw Number 5000;

AND WHEREAS all persons who might be affected by this amendment bylaw have, before the passage thereof, been afforded an opportunity to be heard on the matters herein before the said Council, in accordance with the provisions of Section 464 of the *Local Government Act*, and all amendments thereto;

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

1. This bylaw may be cited as the **"4408 25th Street Rezoning Amendment Bylaw Number 5883, 2022"**.
2. Pursuant to the Official Zoning Map, Schedule "A" attached to and forming part of Bylaw Number 5000, is hereby amended as follows:

That the following legally described lands be rezoned from **"R5 – Fourplex Housing Residential"** to **"R4 – Small Lot Residential"**.

Legal Description:

**LOT 1, SEC 2, TWP 8, ODYD, PLAN 4869
(4408 25 Street)**

and by changing the Zoning Map accordingly, all in accordance with the bolded area as shown on Schedule "A" attached to and forming part of this bylaw.

BYLAW NUMBER 5883

3. Zoning Bylaw Number 5000 is hereby ratified and confirmed in every other respect.

READ A FIRST TIME this 10th day of January, 2022
READ A SECOND TIME this 10th day of January, 2022
PUBLIC HEARING held this 14th day of February, 2022
READ A THIRD TIME this day of , 2022

Approved pursuant to section 52(3)(a) of the *Transportation Act* this _____ day of _____, 20____

for Minister of Transportation & Infrastructure
ZON00374/eDAS 2021-06638/BYLAWS 5883

ADOPTED this _____ day of _____, 2021.

Mayor:

Corporate Officer:

SCHEDULE 'A'
Attached to and Forming Part of Bylaw 5883
"4408 25th Street Rezoning Amendment Bylaw Number 5883, 2022"

