



CORPORATION OF THE CITY OF VERNON

CLIMATE ACTION ADVISORY COMMITTEE

JULY 31, 2024, AT 4:00 PM

OKANAGAN LAKE ROOM (COUNCIL CHAMBER) CITY HALL

A G E N D A

1) **CALL TO ORDER**

2) **LAND ACKNOWLEDGEMENT**

As chair of the City of Vernon's Climate Action 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.

3) **ADOPTION OF AGENDA**

4) **ADOPTION OF MINUTES**

June 26, 2024 (Attached)

5) **UNFINISHED BUSINESS**

- Council Business Update – *Councillor Guy* (15 mins)
- Staff Update – *Kevin McCarty* (5 mins)
- Draft Tree Protection Bylaw – *Caitlyn Wiltsie* (30 mins)

6) **NEW BUSINESS:**

- FireSmart Update – *Wes Brassard* (5 mins)
- DRAFT Outreach Strategy review – *Kevin McCarty* (45 mins)

7) **INFORMATION ITEMS**

8) **NEXT MEETING**

The next meeting of the Climate Action Advisory Committee is scheduled for **September 25, 2024.**

9) **ADJOURNMENT**

THE CORPORATION OF THE CITY OF VERNON



**MINUTES OF THE
CLIMATE ACTION ADVISORY COMMITTEE
HELD JUNE 26, 2024 AT 4:00 PM
OKANAGAN LAKE ROOM (COUNCIL CHAMBER)**

PRESENT: Barry Dorval, Educators, Primary and Secondary Rep.
Mayor Cumming
Donna Bartel, Community at Large Rep.
Stephanie Hendy, Community at Large Rep.
Buffy Baumbrough, Science & Technology Rep.
Sid Kwakkel, Educators, Post Secondary Rep., Chair
Casey Neathway, Health & Social Services Rep.
Jenna Boone, Youth Member

ABSENT: Councillor Guy, Council Appointed
Patrick Riley, Okanagan Indian Band Rep.
Jordan Hart, Business and Commercial Services Rep.
Jenn Comazzetto, SD22 Rep.
Fawn Ross, Community Stewardship Rep.
Casey Bain, Youth Member

STAFF: Kevin McCarty, Specialist, Climate Action
Caitlyn Wiltsie, Environmental Planning Assistant
Jennifer Pounder, Records/Committee Clerk

ORDER The meeting was called to order at 4:00 p.m.

**LAND
ACKNOWLEDGEMENT** *As Chair of the City of Vernon's Climate Action Advisory Committee (CAAC), 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** Moved by S. Hendy, seconded by B. Dorval:
THAT the agenda of the June 26, 2024 Climate Action Advisory Committee meeting be adopted:

CARRIED.

ADOPTION OF THE MINUTES

Moved by B. Baumbrough, seconded by C. Neathway:

THAT the minutes of the May 29, 2024 Climate Action Advisory Committee meeting be adopted:

CARRIED.

J. Boone entered the meeting at 4:05 p.m.

UNFINISHED BUSINESS:

NEW BUSINESS:

ROUNDTABLE INTRODUCTIONS

Roundtable introductions were held.

DRAFT TREE PROTECTION BYLAW

C. Wiltsie provided the Committee with an overview of the Draft Tree Protection Bylaw.

The Committee requested further information from Administration on the new bylaw.

J. Boone left the meeting at 5:11 p.m.

Moved by S. Hendy, seconded by D. Bartel:

THAT the CAAC receive for information the report titled "Tree Protection Bylaw Update," dated June 14, 2024, and respectfully submitted by the Environmental Planning Assistant;

AND FURTHER, that the CAAC defer this item to the next meeting scheduled on July 31, 2024.

CARRIED.

S. Hendy left the meeting at 5:23 p.m.

INFORMATION ITEMS:

NEXT MEETING

The next meeting for the Climate Action Advisory Committee is set for July 31, 2024 at 4:00 p.m.

ADJOURNMENT

The meeting of the Climate Action Advisory Committee adjourned at 5:23 p.m. by the Chair.

CERTIFIED CORRECT:

_____ Chair

Report from Council liaison member (Councillor Guy) to CAAC Wed July 31, 2024

Notable Council initiatives since last CAAC meeting (May 29, 2024):

Council meetings June 10, June 24, and July 15, 2024

June 10, 2024:

- Council passed a motion to ask the Province to support the Transit for Teens initiative to expand the Get on Board initiative for free transit to youth aged 13-18; and a second motion to ask UBCM to lobby the province to expand the free transit program to include 3-18 years olds.
- Bylaw 5995 – the Stormwater Drainage Bylaw was given first, second, and third readings
- Bylaw 6000 -the new Zoning Bylaw – was given third reading following a public hearing (first and second readings were given on May 27, 2024).

June 24, 2024:

- Council agreed to a plan to licence parking space at the Active Living Centre (ALC) for the use of 12 DC fast charging stations (i.e. 24 fast charging ports) for a period of 10 years, at no cost to the city, with a 10-year renewal option.
- Related to the ALC plan, Council also received a report from the Community Energy Association (CEA) titled Electric Vehicle Infrastructure Gap Analysis. That report identified that in 2021 Vernon had nearly double the expected number of EVs based on the per capita provincial average. It also documented the current availability of public Level 2 and Level 3 chargers in the city, projected the growth in EV adoption to 2030, and mapped out a plan to address the gap in the charging network over that time frame. The report also recommended developing an EV-ready bylaw to require EV charging stations in both residential and commercial buildings.
- Council adopted the Stormwater Drainage Bylaw and the new Zoning Bylaw.

July 15, 2024:

- Terry Barton presented a mid-term status report on the Council Strategic Plan, which includes the top priorities identified by the CAAC.
- Council approved the 11 Sustainability Grants recommended by Kevin McCarty, for a total of \$20,161.
- Council approved Kevin McCarty's request for \$1,500 to purchase materials needed for a community air filter workshop – to teach people how to build their own air filter.

- I asked staff about the potential to develop an EV-ready bylaw and staff responded that this is being considered during the Transportation Plan update currently underway.

Climate Action Specialist staff update for CAAC July 31st, 2024 meeting

- We received 14 applications for the **Sustainability Grants** program, a record amount for the program, and we awarded 11 grants (listed below).
- We had 129 people sign up for the **Tree Voucher** program this spring.
- **GoByBike Week** - this year we had over 1100 riders from our community cycle 46,653 KM, marking our best turnout since COVID. There were 731 new riders. 10,114 kgs of GHG were saved. Free demonstrations of the electric kick scooter shared program were also provided during GoByBike Week this year.
- **The UBC Sustainability Scholars** research projects are underway and will be finished by Aug 15th. One student is researching how municipalities are supporting building energy retrofits and the other is analyzing equitable access options for the e-scooter program, based on the data from the free demonstrations provided during GoByBike Week mentioned above.
- **The Climate Action Ripple Effect Youth Summit and Expo** engaged approximately 600 people, of which 400 were high school students. Others included teachers, mentors, and businesses.
- We are in talks with UBCO’s Lifecycle Management Lab to conduct the analysis of **GHG emission scenarios of future housing developments** as we proceed through the House Needs Assessment and Housing Action Plan updates. This study will help inform if we need to advance the adoption of the BC Step Codes and if subsidies are needed to make the transition to clean energy affordable.
- We are developing our application to the Federation of Canadian Municipalities’ for their **Community Buildings GHG Reduction Feasibility Study** program, which will provide funding for us to analyze the GHG savings potential for City of Vernon owned buildings. This is will build on the condition assessments of the City facilities that is currently being done to inform the development of a long-term Building Asset Management Plan for the City.
- We have selected the contractor to conduct the **environmental mapping and natural assets inventory and condition assessments**, which will feed into the Official Community Plan and Transportation Plan updates.
- We have accessed the **GHG Calculator for Municipal Projects**, but have not had time to test run project concepts through the calculator.
- We are hosting a **free community climate adaptation workshop** on August 7th to train people how to build their own simple, yet effective home air filter devise.

Sustainability Grant Project Summaries:

Recipient	Project Summary	Funds
1. Okanagan Science Centre	Create and install the exhibit titled “To What Degree? Canada in a Changing Climate” in partnership with the Government of Canada and Canadian Geographic.	\$2,000
2. Michelle Mitchell	Educate the 25 th Street Easthill neighbourhood on responsible water use and offer rain barrels to capture and store water.	\$2,000
3. Kerry MacLeod	Create an art installation with community members to raise awareness about environmental sustainability issues and install the exhibit in the Vernon Library.	\$2,000

4. Susan Solymosi	Produce an eight-part video series titled “Backyards to Boardrooms” weaving together local sustainability stories with the United Nations Sustainable Development Goals.	\$2,000
5. Okanagan Similkameen Stewardship Society	Offer hands-on native plant restoration education at Okanagan Landing Elementary School. Plant native species with students on the school property to develop a climate resilient landscape.	\$2,000
6. Vernon Elks	Eliminate the sale and use of plastic water bottles at all social and fundraising events at the Elks Hall by installing a drinking water filtration system.	\$1,461
7. Deb Humphries	Explore and distil questions and concerns around climate change with community members and youth. Identify climate solutions that will be presented publicly on posters that will be designed by local artist to motivate climate action.	\$2,000
8. Natalie Appleton	Write a feature article titled “Clean Energy Retrofit: A Homeowner's Experience” to capture my family’s experience with the HomeZero Collective. The article will provide a case study for homeowners and other interest groups, sharing motivations, learnings, challenges, and successes.	\$700
9. John Rudy Health Resource Centre Association	Provide one-on-one support for disabled individuals without vehicles to create emergency evacuation plans for climate emergencies, such as wildfires and flooding.	\$2,000
10. Okanagan Regional Library – Vernon Branch	Enhance the “Vernon Grows Seed Library” which provides free vegetables, fruits, herbs, and flower seeds to community members. The grant will be used to purchase and install a new storage cabinet for the seed collection, as well as materials to package seed samples.	\$2,000
11. VOICE Society	Design and sell fundraising t-shirts with imagery that promotes micro-mobility and active transportation. Proceeds from the t-shirt sales will be donated to a local non-profit that promotes active transportation (e.g. Ribbons of Green is being considered).	\$2,000
	Total funds requested	\$20,161



THE CORPORATION OF THE CITY OF VERNON

MEMORANDUM

TO: Climate Action Advisory Committee **FILE:** N/A
FROM: Caitlyn Wiltsie, Environmental Planning Assistant **DATE:** July 22, 2024
SUBJECT: TREE PROTECTION BYLAW UPDATE

PURPOSE:

To provide the Climate Action Advisory Committee (CAAC) with further information regarding the proposed Tree Protection Bylaw and receive the CAAC's support to:

1. Rescind and replace the existing Tree Protection Bylaw with the proposed Tree Protection Bylaw to support current best practices, align with municipal policies, and comply with provincial FireSmart guidelines;
2. Introduce a Civic Tree Reserve Fund to allow for cash-in-lieu payment where replacement planting is not feasible;
3. Update the Fees and Charges Bylaw to establish the fees associated with the issuance of a tree cutting permit; and
4. Update the Municipal Ticketing Bylaw and Bylaw Notice Enforcement Bylaw to support enforcement of the proposed Tree Protection Bylaw.

RECOMMENDATION:

THAT CAAC recommends Council support the repeal and replacement of Tree Protection Bylaw #4152 (1995) with Tree Protection Bylaw #XXXX (2024), as presented in the memorandum titled "Tree Protection Bylaw Update," dated July 9, 2024, and respectfully submitted by the Environmental Planning Assistant;

AND FURTHER THAT CAAC recommends Council establish a Civic Tree Reserve Fund to allow for cash-in-lieu payment where replacement planting is not feasible;

AND FURTHER THAT CAAC recommends Council support amendments to the Fees & Charges Bylaw #3909 (1993), Bylaw Notice Enforcement Bylaw #5250 (2011), and Municipal Ticketing Bylaw #5300 (2011) to support the adoption of the Tree Protection Bylaw #XXXX (2024).

ANALYSIS:

A. Background

The draft bylaw was presented to the CAAC on June 26, 2024. During the meeting, the committee passed the following motion:

THAT the CAAC receive for information the report titled “Tree Protection Bylaw Update,” dated June 14, 2024, and respectfully submitted by the Environmental Planning Assistant;

AND FURTHER, that the CAAC defer this item to the next meeting scheduled on July 31, 2024.

The below memo addresses key areas of discussion identified in the meeting, including tree protection policy implementation in other bylaws, tree replacement ratios, and suggested text updates.

B. Tree Protection Policy Implementation

Several bylaws apply to tree protection within the City of Vernon. These include the existing Tree Protection Bylaw, as well as, development related bylaws which introduce criteria for new developments and projects proposed across the City.

Bylaw Name	Scope of Protection
Tree Protection Bylaw #4152	Affords protection to trees greater than 8 cm in diameter when measured at 1 m above the ground with exemptions for residential lots zoned R2 - R4 under 1,115 m ² in size, commercial fruit orchards, work completed by utility companies, and the emergency removal of hazardous trees.
Subdivision and Development Servicing Bylaw #3843	Provides material criteria for public boulevards including permitting irrigated planting within Development District 1, Neighbourhood Centres, and on arterial roads as described within Schedule C.
Landscape Maintenance Bylaw #5014	Provides landscape maintenance criteria for properties, excluding those with three or less residential units, including tree maintenance and pruning guidance.
Landscape Standards Bylaw #5015	Provides landscaping criteria for properties, excluding those with three or less residential units, including minimum sizing for trees, irrigation requirements, tree spacing information, and a landscape materials selection guide.
Zoning Bylaw #6000	Provides landscaping guidance including landscape buffer criteria with tree spacing and sizing guidelines.

The proposed bylaw is intended to address common challenges and gaps found in implementation of the existing Tree Protection Bylaw. These include clarifying application requirements, updating exemptions to align with the recently introduced provincial small-scale multi-unit housing legislation and FireSmart guidelines, and introducing tree protection criteria to preserve the health and longevity of Vernon's tree canopy. The proposed bylaw is intended to be an accessible document that clearly outlines when approvals are needed, as well as, the steps required to obtain an approval to promote effective communication and implementation.

C. Tree Replacement Ratios

Following committee feedback, the replacement ratios in the proposed bylaw have been revised to act as a bridge between the current bylaw and the most permissive category of the provincial tree replacement criteria. The most permissive categories of the provincial criteria specify a minimum of two replacement trees for each tree removed with a diameter less than 15 cm, and three for those with a diameter greater than 15 cm. Recognizing that this may be onerous for property owners, the proposed replacement ratios now specify a minimum of one replacement tree for each tree removed with a diameter less than 15 cm and two for those with a diameter greater than 15 cm.

A per tree removed replacement approach is favoured over establishing a trees per hectare target or a percent tree canopy cover per lot target as it facilitates a straightforward approach for property owners to implement on a site-by-site basis.

Should a tree per hectare requirement be introduced for tree cutting permits, this may place an unreasonable onus on property owners seeking tree removal. For example, if a target of 50 trees per hectare were applied and a property owner for a 1500 m² lot was seeking to remove a tree, they would be required to ensure a total of seven trees are present on the lot. This is beneficial for already forested areas; however, it places a greater onus on lots with fewer trees as compared to a per-tree removed replacement planting method. Similarly, a percent tree canopy cover target would be challenging for implementation as the City does not have canopy coverage mapping data at this time, resulting in considerable additional staff and public resource requirements to manually determine coverage on a site-by-site basis. A canopy-cover based approach would be further complicated by the nuances in canopy cover calculations depending on the species and maturity of a proposed replacement tree.

Permitting, and associated replacement planting criteria, are not required for exemptions listed under Section 5 of the bylaw. This encompasses the majority of common tree removal scenarios, including removal deemed necessary to comply with FireSmart guidelines, the emergency removal of hazardous trees, and removal associated with developments for which a landscape plan with an associated landscape security has been provided. For example, were the proposed bylaw to be applied to the 60 most recent tree cutting permits issued, only 28 (46%) would still require a permit. Application of the proposed bylaw will significantly reduce both public

and staff time required to process tree cutting approvals as compared to the existing Tree Protection Bylaw.

Therefore, recognizing the benefit that urban trees pose and to reasonably increase urban canopy cover, a per-tree removed replacement method is recommended for instances where a bylaw exemption does not apply.

D. Draft Bylaw Text Updates

In addition to the revised tree replacement ratios, a line has been added to the Qualified Professional definition noting that the term may include any individual operating within their scope of professional expertise as deemed acceptable by the Director. This change, alongside other text updates, has been identified in red on the attached proposed bylaw (*Attachment 1*).

ATTACHMENTS:

- Attachment 1 – Redlined Draft Tree Protection Bylaw #XXXX
- Attachment 2 – Draft Fees & Charges Bylaw Amendment Bylaw #XXXX
- Attachment 3 – Draft Bylaw Notice Enforcement Bylaw #XXXX
- Attachment 4 – Draft Municipal Ticketing Bylaw Amendment Bylaw #XXXX

CONCLUSION

Staff recommend support of the proposed bylaw updates as described above.

Respectfully submitted:



Caitlyn Wiltsie,
Environmental Planning Assistant

**THE CORPORATION OF THE CITY OF VERNON
BYLAW NUMBER XXXX**

A BYLAW FOR THE MANAGEMENT AND PROTECTION OF TREES.

WHEREAS the *Community Charter* authorizes Council for the City of Vernon to protect trees and regulate the cutting, removal, damage, and replacement of trees within the City;

AND WHEREAS Council wishes to protect and preserve the live canopy by regulating the removal of trees and promoting the health and longevity of trees within the City limits;

AND WHEREAS Vernon’s Climate Action Plan Ecosystem Health & Biodiversity Goal 2 strives to prepare and protect the urban forest from climate change impacts by increasing the number of trees;

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

READ A FIRST TIME this ___ day of ___, 2024

READ A SECOND TIME this ___ day of ___, 2024

PUBLIC HEARING held this ___ day of ___, 2024

READ A THIRD TIME this ___ day of ___, 2024

ADOPTED this ___ day of ___, 2024.

Mayor

Corporate Officer

▲ 1. TITLE

1.1 This bylaw may be cited as the “Tree Protection Bylaw XXXX, 2024”.

▲ 2. INTERPRETATION

2.1 In this bylaw, unless context otherwise requires:

City means the Corporation of the City of Vernon.

Civic Tree Reserve Fund means a fund maintained by the **City** for the purpose of planting and maintaining **Trees** on property within the **City**.

Council means the governing body of the municipal corporation of the **City**.

Critical Root Zone means the area in which the majority of a **Tree’s** roots lay.

Damage means any human action that causes a **Tree** to decline in health or die, including but not limited to: excessive pruning (exceeding thirty percent (30%) of the live branches in a twelve (12) month period), cutting or removing bark, cutting roots, poisoning, burning, or infringing upon the **Critical Root Zone**.

Director means the Director of Planning and Community Services for the **City**, or an individual authorized to act in place of the **Director**.

FireSmart means FireSmart BC, a provincial extension of the national fire awareness program for increasing neighborhood resilience to wildfire and minimizing its negative impacts.

Hazardous Tree means a **Tree** or limb of a **Tree** that is in a condition that is likely to cause death, personal injury, or damage to structures or other property.

Person means an individual or a body corporate, trust, partnership, fund, an unincorporated association or organization.

Qualified Professional means

- a) a professional engineer licensed as required to practice in British Columbia,
- b) a member of the BC Society of Landscape Architects,
- c) a qualified environmental professional, as defined in the *Riparian Areas Protection Regulation*, ~~or~~
- d) an arborist certified by the International Society of Arboriculture ~~working within their scope of professional practice and~~ licensed as required to practice in British Columbia, ~~or~~



- e) another individual working within their scope of professional practice and deemed acceptable by the Director.

Remove means to cut down, kill, or eradicate a **Tree** by any means and includes to pull up, push, pull over, or otherwise fell a **Tree**.

Replacement Tree means a **Tree** a required to replace a **Tree** which has been removed or damaged on the same property.

Riparian Area means the area around a watercourse as defined in the *Riparian Areas Protection Regulation*.

Tree means a self-supporting woody plant that is a species of coniferous or deciduous genus which normally grows to a height of five (5) metres or greater, notwithstanding its current size.

Tree Cutting Permit means a permit to **Remove** a **Tree** issued by the **Director** pursuant to this bylaw.

- 2.2 Except as otherwise defined herein, words and phrases in this bylaw are to be construed in accordance with their meanings under the *Community Charter, Local Government Act* and *Interpretation Act*, as the context and circumstances require. A reference to an Act refers to a statute of British Columbia unless otherwise indicated and a reference to any statute, regulation, bylaw or other enactment refers to that enactment as it may be amended or replaced from time to time.
- 2.3 If any section, subsection or other portion of this bylaw is held to be invalid by a court of competent jurisdiction, the decision to sever that portion does not affect the validity of the remainder of this bylaw which continues to be valid.

▲ 3. PROHIBITION

- 3.1 Except as exempted under Section 5 of this bylaw or under another enactment of the **City**, British Columbia, or Canada, no **Person** shall:
 - a) **Damage**; or
 - b) **Remove**a **Tree** on any property within the **City** except in accordance with an issued **Tree Cutting Permit**.



▲ 4. TREE REMOVAL PERMIT REQUIREMENTS

- 4.1 Any **Person** who intends to **Remove** a **Tree** located within the **City** must submit an application to the **Director**, in a form approved by the **Director**, for a **Tree Cutting Permit**, along with the associated non-refundable application fee, as specified in Fees and Charges Bylaw #3909. At minimum, an application must include the following information:
- a) a completed application form including the signatures of the applicant(s) and property owner(s) of all affected properties;
 - b) a site plan in metric scale showing the location of existing **Trees**, **Trees** to be **Removed**, proposed **Replacement Trees**, and any existing or proposed structures, paving, utilities, or easements on the property;
 - c) a written rationale that includes a description of the **Tree Removal** works and why the **Tree Removal** is required; and
 - d) steps the applicant will take to ensure the proposed action will not contravene the *BC Wildlife Act, Riparian Areas Protection Regulation, Migratory Bird Regulations* or any other relevant enactments of the **City**, Province, or Canada.
- 4.2 In reviewing an application, the **Director** may request additional information that the **Director** considers relevant, including:
- a) a signed report from a **Qualified Professional**; or
 - b) a **FireSmart** assessment conducted by a **FireSmart** representative appointed by the **City**.

▲ 5. EXEMPTIONS

- 5.1 The following activities are exempt from the provisions of this bylaw:
- a) regular seasonal pruning that does not cause **Damage** to the **Tree**;
 - b) the **Removal** of **Trees** with a diameter less than ten centimeters (10 cm), when measured at one point four meters (1.4 m) above the ground unless situated in a **Riparian Area**, on a slope exceeding thirty percent (30%), or a **Replacement Tree**;
 - c) the **Removal** of **Trees** associated with an issued Building Permit for the construction of dwelling units on property within the MUS: Multi-Unit Small Scale Zone or **RTH: Resort Tourist Housing Zone**;



- d) the **Removal** of **Trees** as prescribed by a landscape plan that has been accepted by the **City**, for which the **City** is holding landscape securities as part of an issued Development Permit under Development Application Procedure Bylaw #4103;
- e) the **Removal** of fruit **Trees** or invasive species, as identified by the Invasive Species Council of British Columbia;
- f) the **Removal** of **Trees** deemed necessary to comply with **FireSmart** requirements as determined by a **FireSmart** representative appointed by the **City**;
- g) the emergency **Removal** of **Hazardous Trees** reported immediately to the **Director** by the end of the next business day after cutting, providing a written explanation on the hazard(s) posed by the **Tree** and any imminent danger posed to persons or property as deemed acceptable by the **Director**;
- h) the **Removal** of **Trees** as deemed necessary by a utility, emergency service, or **City** public works department; or
- i) regular farm practices on commercial farms, fruit orchards, or agricultural properties in accordance with the *Farm Practices Protection Act*.

▲ 6. REPLACEMENT TREE REQUIREMENTS

- 6.1 The owner of property from which a **Tree** is **Damaged** or **Removed** must ensure that the **Tree** is replaced on the same property within twelve (12) months of the date that the **Tree Cutting Permit** was issued in accordance with the following:
- a) one (1) ~~two (2)~~ **Replacement Trees** for any **Tree** that is **Damaged** or **Removed** with a trunk diameter of less than fifteen centimeters (15 cm), when measured at one point four meters (1.4 m) above the ground;
 - b) two (2) ~~three (3)~~ **Replacement Trees** for any **Tree** that is **Damaged** or **Removed** with a trunk diameter of fifteen centimeters (15 cm) or greater, when measured at one point four meters (1.4 m) above the ground; or
 - c) for **Trees Damaged** or **Removed** from **Riparian Areas** or on slopes greater than thirty percent (30%), a **Qualified Professional** may specify the number of **Replacement Trees** in accordance with provincial **Tree** replacement criteria.



Location of Replacement Trees

- 6.2 In accordance with **Firesmart** guidelines, a new or **Replacement Tree** must not be planted within one point five meters (1.5 m) from a structure. **Replacement Trees** located within ten meters (10 m) of a structure must be deciduous. **Replacement Trees** located ten meters (10 m) or greater from a structure may be either coniferous or deciduous.

Size and Species of Replacement Trees

- 6.3 The species of a **Replacement Tree** must conform to those specified in Landscape Standards Bylaw #5015 or if not practical or feasible for a particular property, as deemed acceptable by the **Director**. A **Replacement Tree** must meet the following size requirements:
- a) The minimum size of a **Replacement Tree** shall be one point five meters (1.5 m) in height.
 - ~~a) the minimum size of a replacement coniferous Tree shall be two meters (2 m) in height; and~~
 - ~~b) the minimum diameter of a replacement deciduous Tree shall be six centimeters (6 cm) when measured at one point four meters (1.4 m) above the ground.~~
- 6.4 **Replacement Trees** must be maintained for a minimum of a two (2) year period following planting to ensure they are kept in good health in accordance with standard arboricultural practices.

▲ 7. SECURITY DEPOSIT

- 7.1 An applicant for a **Tree Cutting Permit** must provide the **City** with a security deposit to ensure that the replacement **Trees** are planted and maintained in good health for a minimum of two (2) years. The total security deposit will be equal to the full cost of purchasing, planting, and maintaining required **Replacement Trees**, at a base rate of five hundred dollars (\$500) per **Tree Damaged** or **Removed**, or as reasonably estimated by a **Qualified Professional** and accepted by the **Director**.
- 7.2 The security must be provided either as a cash deposit or as an irrevocable letter of credit drawn from a bank in a form of security that is acceptable to the **Director**.
- 7.3 The **Director** may draw upon the security as the **Director** considers necessary for the purpose stated in Subsection 7.1. Any amount of the security not required for that purpose, including interest, will be returned to the applicant two (2) years after the date of permit issuance contingent upon the applicant's compliance with this bylaw and the



successful establishment of the **Replacement Trees**. It is the applicant's responsibility to contact the Planning and Community Services Division to request a return of securities.

▲ 8. DELEGATION OF AUTHORITY

- 8.1 The **Director** may issue a **Tree Cutting Permit** upon being satisfied that the application and any related information is complete, the application fees have been paid, and the proposed work can be carried out as detailed in the application.
- 8.2 The **Director** may, as a condition of issuing a **Tree Cutting Permit**, impose conditions, requirements and restrictions that ensure the purposes of this bylaw can be met.
- 8.3 The **Director** may refuse, suspend, or cancel a **Tree Cutting Permit** if the **Director** considers the proposed work cannot be carried out in accordance with this or another bylaw of the **City**, and may suspend the permit if work is not being carried out in accordance with the permit or this or another bylaw of the **City**.
- 8.4 Where a **Qualified Professional** has determined that there is insufficient space on site to locate one or more **Replacement Trees**, the **Director** may accept a payment in lieu of the requirements of Section 6 and 7, in an amount equivalent to the security deposit that would otherwise be required under Section 7 for each **Replacement Tree**, to the **Civic Tree Reserve Fund**.

▲ 9. RECONSIDERATION

- 9.1 If an application for a **Tree Cutting Permit** is refused, suspended, or cancelled, or the applicant is unable or unwilling to meet any conditions, restrictions or requirements of the permit set out by the **Director**, the owner or occupier of the subject property may apply for reconsideration by **Council** by submitting a written request within thirty (30) days of the decision by the **Director**, setting out the applicant's reasons, to the **City** Corporate Officer, who will arrange for **Council** to hear the matter and notify as to the time and date of hearing.
- 9.2 Pursuant to a request under Section 9.1, **Council** may consider information provided by the **Director** and other staff, contractors or third parties, that **Council** considers relevant to reconsideration, and may affirm, vary, substitute or cancel the decision of the **Director**, as **Council** considers appropriate for the purposes of this bylaw.



▲ 10. TREE PROTECTION CRITERIA

- 10.1 Whenever there is an excavation, demolition, construction, or alteration activity on a property that could **Damage** a **Tree**, those **Trees** must be adequately safeguarded through the Tree Protection Criteria described in Schedule A attached to this bylaw.

▲ 11. ENFORCEMENT, OFFENCE, AND PENALTY

- 11.1 This bylaw may be enforced by the **Director**, Bylaw Enforcement Officer, or another **Person** authorized by **Council**; and the **Director**, Bylaw Enforcement Officer, or other authorized **Person** may enter on the property for the purposes of and in accordance with Section 16 of the *Community Charter*.
- 11.2 Every **Person** who:
- a) contravenes or violates any provision of this bylaw;
 - b) allows or permits any activity or thing to be done in contravention or violation of this bylaw; or
 - c) neglects or fails to meet a requirement under this bylaw
- commits an offence, and each day that a contravention or violation continues is a separate offence.
- 11.3 This Bylaw may be enforced by:
- a) a bylaw notice pursuant to the Bylaw Notice Enforcement Bylaw #5250;
 - b) a municipal ticket pursuant to the Municipal Ticket Information Bylaw #5300;
 - c) proceedings brought under the *Offence Act*, to pay a fine of not less than \$1,000 and not more than \$50,000 and such other amounts as the court may impose in relation to the offence; or
 - d) any other remedy available to local governments.
- 11.4 The payment of a fine or other penalty imposed under this Bylaw does not relieve a person from paying amounts owing to the **City** under the Fees and Charges Bylaw or other bylaw in relation to the contravention or offence.
- 11.5 No **Person** shall provide false information, obstruct or interfere with the **Director**, Bylaw Enforcement Officer or any other **City** official in the exercise of their duties.



▲ 12. REPEAL

12.1 The City of Vernon Tree Protection Bylaw #4152, 1995 is repealed.



Schedule A – Tree Protection Criteria

Prior to any excavation, demolition, construction, or alteration activity on a property that could potentially **Damage a Tree**, those **Trees** must be adequately safeguarded at the applicant’s expense through the practices described below:

- Physical barriers comprised of posts and continuous mesh screening one point two meters (1.2 m) in height installed around the **Critical Root Zone** of a **Tree** prior to any potentially damaging activity and maintained for the duration of the activity. Post placements are to avoid damaging roots.

Figure 1 – Elevation View

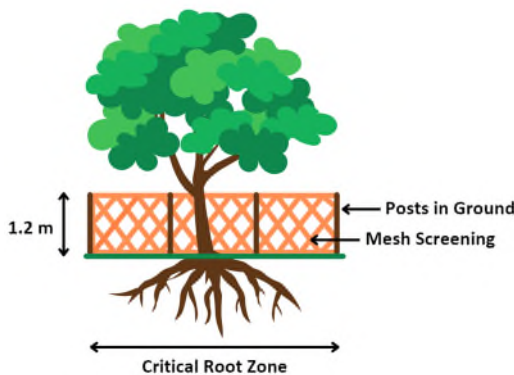
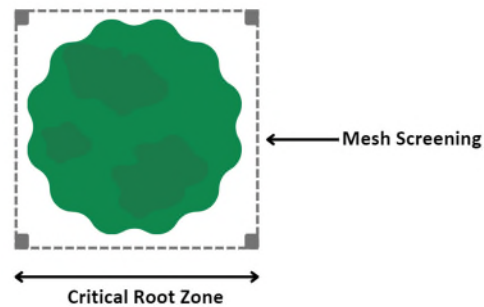


Figure 2 – Plan View



- The distance between the physical barrier and **Tree** trunk shall be determined by a **Qualified Professional** in accordance with current best practices for **Critical Root Zone** protection or using the table below:

Trunk Diameter at 1.4 m Above the Ground	Minimum Distance of Barrier to Trunk
10 cm / 100 mm	0.6 m
15 cm / 150 mm	0.9 m
20 cm / 200 mm	1.2 m
Calculation: divide trunk diameter at 1.4 m above ground (in mm) by 166 Example: 25 cm (250 mm) divided by 166 = 1.5 m minimum distance from trunk	

- Weatherproof signage must be posted on at least two sides of the barrier advising the following:

TREE PROTECTION ZONE – DO NOT ENTER
 If barrier has fallen over, report immediately for repair
 Phone: (###) ### - ####

- No incursions are permitted within the **Critical Root Zone**, including but not limited to material or equipment storage, soil piling, fill or grade changes, or using the **Trees** to support cables, fencing, or other structures.



THE COPORATION OF THE CITY OF VERNON

BYLAW #XXXX

A Bylaw to Amend Fees & Charges Bylaw #3909

WHEREAS the City of Vernon has adopted Fees & Charges Bylaw #3909;

AND WHEREAS it is deemed necessary to amend Fees & Charges Bylaw #3909;

THEREFORE BE IT RESOLVED that the Municipal Council of the Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

- 1. That the following line item be added to Section 2 – Planning and Community Services:

2. PLANNING AND COMMUNITY SERVICES	FEES
CC. Tree Cutting Permits	\$50.00
DD. Civic Tree Reserve Fund (per tree)	\$500.00

- 2. This bylaw may be cited for all purposes as Fees & Charges Bylaw #3909, Amendment Bylaw #XXXX.
- 3. This bylaw shall take effect upon its adoption by the Municipal Council of the City of Vernon.

READ A FIRST TIME this ____ day of _____, 2024.

READ A SECOND TIME this ____ day of _____, 2024.

READ A THIRD TIME this ____ day of _____, 2024.

ADOPTED this ____ day of _____, 2024.

 Mayor

 Corporate Officer

THE COPORATION OF THE CITY OF VERNON

BYLAW #XXXX

A Bylaw to Amend Bylaw Notice Enforcement Bylaw #5250

WHEREAS the City of Vernon has adopted Bylaw Notice Enforcement Bylaw #5250;

AND WHEREAS it is deemed necessary to amend Bylaw Notice Enforcement Bylaw #5250;

THEREFORE BE IT RESOLVED that the Municipal Council of the Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. That the following line items be added to Schedule 'A':

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
Tree Protection Bylaw						
XXXX	3.1(a)	Damage to a Tree	\$250.00	\$225.00	\$275.00	YES
XXXX	3.1(b)	Removal of a Tree	\$500.00	\$450.00	\$500.00	YES
XXXX	10.1	Contrary to Tree Protection Criteria	\$250.00	\$225.00	\$275.00	YES
XXXX	11.5	Obstruct City Official	\$500.00	\$500.00	\$500.00	NO

2. This bylaw may be cited for all purposes as Bylaw Notice Enforcement Bylaw #5250, Amendment Bylaw #XXXX.

3. This bylaw shall take effect upon its adoption by the Municipal Council of the City of Vernon.

READ A FIRST TIME this ____ day of _____, 2024.

READ A SECOND TIME this ____ day of _____, 2024.

READ A THIRD TIME this ____ day of _____, 2024.

ADOPTED this ____ day of _____, 2024.

Mayor

Corporate Officer

THE COPORATION OF THE CITY OF VERNON

BYLAW #XXXX

A Bylaw to Amend Municipal Ticketing Bylaw #5300

WHEREAS the City of Vernon has adopted Municipal Ticketing Bylaw #5300;

AND WHEREAS it is deemed necessary to amend Municipal Ticketing Bylaw #5300;

THEREFORE BE IT RESOLVED that the Municipal Council of the Corporation of the City of Vernon, in open meeting assembled, enacts as follows:

1. That the following line item be added to Schedule 'B':

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty
Tree Protection Bylaw				
XXXX	3.1(a)	Damage to a Tree	\$1500.00	\$1300.00
XXXX	3.1(b)	Remove of a Tree	\$3000.00	\$2800.00
XXXX	10.1	Contravention of Tree Protection Criteria	\$1000.00	\$800.00
XXXX	11.5	Obstruct City Official	\$3000.00	\$3000.00

2. This bylaw may be cited for all purposes as Municipal Ticketing Bylaw #5300, Amendment Bylaw #XXXX.

3. This bylaw shall take effect upon its adoption by the Municipal Council of the City of Vernon.

READ A FIRST TIME this ____ day of _____, 2024.

READ A SECOND TIME this ____ day of _____, 2024.

READ A THIRD TIME this ____ day of _____, 2024.

ADOPTED this ____ day of _____, 2024.

Mayor

Corporate Officer

Draft Summary

VERNON CLIMATE ACTION COMMUNITY OUTREACH STRATEGY

Vernon's Climate Action Plan and the Council Strategic Plan prioritize developing and funding a climate-ready community communications and outreach strategy. This document summarizes a proposed, draft outreach strategy at a high level. It is a working document that will evolve as experience is gained and input is gathered.

Meaningful climate communications should be centred around formal outreach programs that provide clear, tangible solutions for residents to take action. For example, the City's Sustainability Grants and GoByBike Weeks are established outreach programs that provide clear calls to action around which City staff can centre climate communications. Each program is wrapped in a set of communication and marketing tactics, such as program brochures/posters, online information on Vernon.ca and the City's social media channels, in person information sessions and community events, media releases, and even a [short video for GoByBike Week](#).

The following summarizes the current and ongoing climate-related outreach, and proposes future climate outreach programs to drive communications and action across the community. It also briefly discusses the human resource needs to advance climate communications and outreach. Continuous evaluation and adaptation of the outreach programs and communications will ensure that the efforts remain relevant and impactful.

Current and Ongoing Outreach

Community climate action outreach is underway and ongoing through the following initiatives:

1. **'Meeting people where they are'** – City staff attends community meetings and events to share information, promote existing outreach programs, facilitate discussions, gather input for solutions development, and to amplify what people are already doing.
2. **Sustainability Grants** – provides up to \$2000 for local residents and non-profit organizations to initiate community sustainability projects.
3. **Tree Voucher Program** – offers \$25 discount for trees purchased at local nurseries in the spring and fall.
4. **Climate Action Ripple Effect Youth Summit & Expo** - the City sponsors this event to support climate outreach. In 2024, approximately 600 people were engaged in this outreach effort.
5. **GoByBike Week** – spring and fall campaigns happen annually to engage the community in active transportation and to track greenhouse gas savings from cycling.
6. **Electric kick scooters** – shared scooter access for the community from spring to fall annually to promote active transportation.
7. **Curbside compost program** – residential services for diverting organic waste from the landfill.
8. **FireSmart campaign** – free home assessment, hazardous tree management, and community education to help residents adapt to wildfires in the area.
9. **A climate adaptation free community workshop** will be delivered on August 7th, 2024 to train people to build their own home air filter to combat wildfire smoke and also to connect people so that they are better prepared to support each other during climate emergencies.

Future Proposed Outreach Programs

This section proposes six outreach programs that will provide solutions for Vernon residents to act on the priority Climate Action Plan goals. The timeline will likely be to design the programs in 2024 and into early 2025, with delivery of programs in 2025 (potentially into 2026). The following outreach programs are proposed for consideration.

Draft Summary
VERNON CLIMATE ACTION COMMUNITY OUTREACH STRATEGY

1. **Equitable e-bike purchase rebates** – potential to partner with the provincial government’s e-bike rebate program; Saanich’s rebate program also provides a best-in-class model to follow, if the province’s program doesn’t run again in 2025.
2. **Building energy retrofit rebates** – consider funding additional retrofit rebates for Vernon resident’s through CleanBC’s Municipal Rebate Top-up program.
3. **Building energy navigator service** – potential to hire a third-party to provide services to simplify and support residents with the complex home energy retrofit process.
4. **Local industry energy retrofit education** – consider partnering with an organization, such as the Community Energy Association, to create a series of workshops to educate local industry on low-emission building technology (e.g, heat pumps, hot water tanks, solar panels).
5. **Climate adaptation free community workshop series** – consider additional do-it-yourself community workshops like the upcoming community workshop mentioned above (e.g, how to build an emergency grab-and-go-bag or how to assess your home energy efficiency with the Vernon Library’s Home Energy Kit). The workshops can also increase connections in the community so that people are better prepared to support each other in emergencies.
6. **Green business planning support** – consider funding a third-party to provide green business planning consultations and certification services for local small-medium businesses.

Communications and Marketing Tactics to Amplify Outreach Programs

Each outreach program should be delivered with a set of communication and marketing tactics to ensure success. For example, create a program graphic/logo, brochures/posters, short video, share information on Vernon.ca and the City’s social media channels, host in-person and online information sessions, share related local success stories, and send out media releases. There is also potential to reengage the Climate Ambassadors to help spread the messages when each outreach program is launched. The following diagram visualizes this concept of wrapping each outreach program in a set of communication and marketing tactics.



Human Resource Needs

It is important to recognize that the implementation of a robust outreach strategy, as described above, will require additional staff resources at the City. It is strongly recommended that the funding from the provincial Local Government Climate Action Program be considered to hire a full-time, temporary staff member (e.g, 2 year contract) to support the design, delivery, and reporting of the outreach programs and to amplify each program with the delivery of a set of communication and marketing tactics.