



REGULAR MEETING OF COUNCIL AGENDA

Monday, January 23, 2023 at 7:00 pm.

Council Chambers

325 Wallace Street, Hope, British Columbia

IMPORTANT: FOR ATTENDEES – MASKS ARE OPTIONAL

For those in attendance at District of Hope Open Council Meetings and Public Hearings, please be advised that the Hope Ratepayers Association is recording these meetings and hearings. The District, in no way, has custody or control of the recordings.

Therefore, all persons who do not want their presentation or themselves recorded, please approach the Clerk to declare same and the District will relay this to the Association so that you can freely speak.

1. CALL TO ORDER

Mayor to acknowledge that the meeting is being held on the traditional, ancestral and unceded territories of the Stó:lō people, particularly the Chawathil, Union Bar and Yale First Nations

2. APPROVAL OF AGENDA

Recommended Resolution:

THAT the January 23, 2023 Regular Council Meeting Agenda be adopted as presented.

3. ADOPTION OF MINUTES

(a) Regular Council Meeting

(1)

Recommended Resolution:

THAT the Minutes of the Regular Council Meeting held January 9, 2023 be adopted as presented.

4. DELEGATIONS

(a) Mayor Smith to present Fire Chief Tom DeSorcy with a retirement gift

(b) Homelessness Count & Survey for Hope

(5)

Ron Vanwyk from Anron Consulting will be in attendance to present to Council on the Homelessness Count & Survey for Hope.

(c) Hope Mountain Centre History and Projects**(21)**

Kristine Perezdeleon and Kelly Pearce from the Hope Mountain Centre will be in attendance to make a presentation to Council regarding the Hope Mountain Centre History and Projects.

5. STAFF REPORTS**(a) Report dated January 17, 2023 from the Chief Administrative Officer
Re: Fraser Canyon Flood and Landslide Geohazards Mapping – Proposed Project
Partnering Opportunity with First Nations' Emergency Services Society****(53)**Recommended Resolution:

THAT Council supports the Fraser Canyon Flood and Landslide Geohazards Mapping Project as proposed by the First Nations' Emergency Services Society;

AND THAT Council directs staff to engage with the First Nations' Emergency Services Society and participating local First Nations in sharing technical data and other information in order to inform local First Nations' and the District of Hope's emergency planning capabilities by better understanding regional flood and geohazard risks.

**(b) Report dated January 17, 2023 from the Chief Administrative Officer
Re: Letter of Support Requested – Alexandra Bridge****(66)**Recommended Resolution:

THAT Council supports this application by Spuzzum First Nation to further rehabilitate the 1926 Alexandra Bridge as it is a regional Indigenous/heritage tourism asset;

AND THAT Council endorses that an appropriate letter of support be issued to Spuzzum First Nation care of the New Pathways to Gold Society as soon as possible to meet the 9 February 2023 application deadline.

**(c) Report dated January 17, 2023 from the Director of Corporate Services
Re: Whistleblower Policy Amendment****(72)**Recommended Resolution:

THAT Council endorse the Whistleblower Policy, as amended, this 23rd day of January, 2023.

6. COMMITTEE REPORTS

There are no Committee reports.

7. MAYOR AND COUNCIL REPORTS

8. PERMITS AND BYLAWS

- (a) **Report dated January 16, 2023 from the Director of Community Development
Re: Rezone the Property at 910 Old Hope Princeton Way**

(83)

Recommended Resolution:

THAT *District of Hope Zoning Amendment Bylaw No. 1543, 2023* be given first and second readings in order to rezone the property legally described as District Lot 3 YDYD Except: (1) Plans 6076, 14618, and 25232 (2) Shown Red on Plan A1529 (3) Part Lying Both North of Northerly Boundary of Plan H94 and South and East of Plan H610 (4) Plan 39120; PID 011-014-971; 910 Old Hope Princeton Way from Single Family Residential (RS-1) to Light/Service Industrial (I-2); and

FURTHER THAT the public be notified in accordance with *Zoning Bylaw 1324, District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93*, the *Local Government Act* and the *Community Charter*.

- (b) **Report dated January 16, 2023 from the Director of Community Development
Re: Site-Specific Text Amendment for the Property at 19974 Silverview Road**

(97)

Council to choose one of the following optioned resolutions:

Option #1

Recommended Resolution:

THAT *District of Hope Zoning Amendment Bylaw No. 1544, 2023* be given first and second readings in order to allow the retail sale of cannabis as an accessory use on the site specific Neighbourhood Public House (C-4) zoned property legally described as Lot A Section 5 TWP 5 RGE 26 W6M YDYD Plan 25987; PID 005-283-027; 19974 Silverview Road; and,

FURTHER THAT the residents and the public be notified of the Public Hearing in accordance with the *District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93*, the *Local Government Act* and the *Community Charter*.

OR

Option #2

Recommended Resolution:

THAT Council concurs with the Director of Community Development to not proceed with a site specific zoning amendment to allow for the retail sale of cannabis at 19974 Silverview Road due to the proximity of the subject property to an elementary school zoned P-2, required variances for parking, aisle widths and any other anticipated variances.

- (c) **Report dated January 16, 2023 from the Director of Community Development
Re: Temporary Use Permit for the Property at 62870 Flood Hope Road** (112)

Recommended Resolution:

THAT Council approve the preparation of an amendment to the 2021 three year term Temporary Use Permit to allow for the third party storage and maintenance of equipment and construction material, the stowing of four (4) Modular Storage Units, the placement of two (2) construction offices, the placement of a five thousand (5000) square foot temporary shelter, and the placement of a recreational vehicle (for security purposes) on the property legally described as Lot 1 District Lot 53 and of Sec 6 TWP 5 RGE 26 W6M YDYG Plan KAP49703; PID 018-249-663; 62870 Flood Hope Road; and

FURTHER THAT in accordance with the Zoning Bylaw, Development Procedures Bylaw, the *Local Government Act* and the *Community Charter*, authorize staff to give notice to neighbouring property owners that Council will be considering the amendment of the 2021 Temporary Use Permit issued for the property at 62870 Flood Hope Road.

- (d) **District of Hope Zoning Amendment Bylaw No. 1542, 2023
Re: Rezone the Properties at 21636 and 21696 Thacker Mountain Road** (116)

Recommended Resolution:

THAT *District of Hope Zoning Amendment Bylaw No. 1542, 2023* be given third reading this 23rd day of January, 2023.

9. FOR INFORMATION CORRESPONDENCE

- (a) **For Information Correspondence** (118)

Recommended Resolution:

THAT the For Information Correspondence List dated January 23, 2023 be received.

10. OTHER PERTINENT BUSINESS

11. QUESTION PERIOD

Call for questions from the public for items relevant to the agenda.

12. NOTICE OF NEXT REGULAR MEETING

Monday, February 13, 2023 at 7:00 pm.

13. RESOLUTION TO PROCEED TO CLOSED MEETING

Recommended Resolution:

THAT the meeting be closed to the public to consider matters pursuant to Section 90(1)(g) of the *Community Charter* [litigation or potential litigation affecting the municipality] re: current litigation file, and for the purpose of receiving and adopting closed meeting minutes.

14. RETURN TO OPEN MEETING

Mayor to reconvene the Regular Council Meeting.

15. ADJOURN

MINUTES OF THE REGULAR COUNCIL MEETING

Monday, January 9, 2023
Council Chambers, District of Hope Municipal Office
325 Wallace Street, Hope, British Columbia

Council Members Present: Mayor Victor Smith
Councillor Heather Stewin
Councillor Scott Medlock
Councillor Angela Skoglund
Councillor Zachary Wells
Councillor Crystal Sedore

Council Members Absent: Councillor Pauline Newbigging

Staff Present: John Fortoloczky, Chief Administrative Officer
Donna Bellingham, Director of Corporate Services
Jas Gill, Director of Community Development
Branden Morgan, Deputy Corporate Officer/EA

Others in attendance: 5 members of the public and 1 media

1. CALL TO ORDER

Mayor Smith called the meeting to order at 7:00 p.m. and opened by acknowledging that the meeting is being held on the traditional, ancestral and unceded territories of the Stó:lō people, particularly the Chawathil, Union Bar and Yale First Nations.

2. APPROVAL OF AGENDA

Moved / Seconded

THAT the January 9, 2023 Regular Council Meeting Agenda be adopted as presented.

CARRIED.

3. ADOPTION OF MINUTES

(a) Regular Council Meeting

Moved / Seconded

THAT the Minutes of the Regular Council Meeting held December 12, 2022 be adopted, as presented.

CARRIED.

4. DELEGATIONS

There were no Delegations.

5. STAFF REPORTS

(a) Report dated January 3, 2023 from the Director of Corporate Services Re: Fire Chief Appointment

Moved / Seconded

THAT the report dated January 3, 2023 regarding the appointment of Mr. Thomas Cameron as the District of Hope Fire Chief as of January 20, 2023 be received for information.

CARRIED.

- (b) **Report dated January 3, 2023 from the Chief Administrative Officer
Re: AdvantageHOPE Board New Nominees – January 2023**

Moved / Seconded

THAT Council endorse Jeff Kohlman, Martin Hendriks and Tannis Hendriks for appointment to the AdvantageHOPE Board. **CARRIED.**

- (c) **Report dated December 15, 2022 from the Director of Corporate Services
Re: Telephone Poll of Council for Fraser Valley Mountain Bikers Association and Advantage Hope**

Moved / Seconded

THAT Council ratify the telephone poll of December 15, 2022:

THAT Council of the District of Hope issue a letter of support to the Fraser Valley Mountain Bikers Association, for their partnership with AdvantageHOPE, and grant submission for the Economic Capacity stream of the Province of BC's Rural Economic Diversification and Infrastructure Program, for funding for trail development and marketing of the trail network on Hope Mountain. **CARRIED.**

6. COMMITTEE REPORTS

There were no Committee reports.

7. MAYOR AND COUNCIL REPORTS

Mayor Smith Reported:

- He stated that Council and Staff are working the Director of Finance, Mike Olson, and his team to move the budget ahead two months this year and another two months next year. He noted that this is an important step to apply new process to reduce costs and improve operating efficiencies to get us better delivery in the supply chain and improve the timeline on projects.
- He noted that during the next two months, Council will be working hard with training and new items coming on the horizon.
- He attended the Kwas House groundbreaking with Councillor Newbigging. He noted that Council is looking forward to this important development in our community.
- He attended the Fraser Valley Regional District Board meeting and the Fraser Valley Regional Hospital Board meeting, noting that they are getting ready for a busy 2023.
- He had a Zoom meeting with the Minister of Municipal Affairs to discuss issues and needs with other municipalities in the Province. He noted his disappointment that only 35% of Mayors attended the meeting.

Councillor Stewin Reported:

- She attended the Hope Inclusion Project where they reviewed the curriculum project. She also announced that they had received a Macro Health Grant from Fraser Health in the amount of \$25,000 to further the project. She noted that the Pride Committee is working on their first event, to set up a safe location for individuals to get gender-affirming clothing.

Councillors Wells, Skoglund, Medlock and Sedore, all had nothing to report.

8. PERMITS AND BYLAWS

- (a) Report dated January 4, 2023 from the Director of Community Development
Re: Re-Designate and Rezone the Property at 61954 Estell Road**

Moved / Seconded

THAT *District of Hope Official Community Plan Amendment Bylaw No.1539, 2023* be given first and second readings in order to redesignate the land use designation in the Official Community Plan the property legally described as Lot 6, Except Part on Plan 73383 Section 1 Township 5 Range 27 West of the 6th Meridian New Westminster District Plan 17065; PID 010-311-637; 61954 Estell Road from Highway Commercial to Light/Service Industry; and

FURTHER THAT the public be notified in accordance with the *District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93*, the *Local Government Act* and the *Community Charter*.

FURTHER THAT the Council of the District of Hope has considered the duty to consult regarding *Official Community Plan Amendment Bylaw No. 1539, 2023* and concurs with the Director of Community Development that consultation be undertaken with the Ministry of Transportation & Infrastructure, the District of Hope Director of Finance, and the District of Hope Director of Operations.

CARRIED.

Moved / Seconded

THAT *District of Zoning Amendment Bylaw No. 1540, 2023* be given first and second readings in order to rezone the property legally described as Lot 6, Except Part on Plan 73383 Section 1 Township 5 Range 27 West of the 6th Meridian New Westminster District Plan 17065; PID 010-311-637; 61954 Estell Road from Rural (RU-1) to Light/Service Industrial (I-2); and

FURTHER THAT the public be notified in accordance with the *District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93*, the *Local Government Act* and the *Community Charter*.

CARRIED.

- (b) Report dated January 3, 2023 from the Director of Community Development
Re: Rezone the Properties at 21636 and 21696 Thacker Mountain Road**

Moved / Seconded

THAT *District of Zoning Amendment Bylaw No. 1542, 2023* be given first and second readings in order to rezone the properties legally described as Lots 9 & 10 Section 15 TWP 5 RGE 26 W6M YDYD Plan 33448; PID 002-494-311 and 003-195-384; 21636 and 21696 Thacker Mountain Road from Single Family Residential (RS-1) to Two Family Residential (RT-1); and

FURTHER THAT the public be notified in accordance with the *District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93*, the *Local Government Act* and the *Community Charter*.

CARRIED.

9. FOR INFORMATION CORRESPONDENCE

- (a) For Information Correspondence**

Moved / Seconded

THAT the For Information Correspondence List dated January 9, 2023 be received.

CARRIED.

(b) Accounts Payable Cheque Listing – November 2022

Moved / Seconded

THAT the Accounts Payable Cheque Listing for the period of November 1-30, 2022 be received. **CARRIED.**

(c) Accounts Payable Cheque Listing – December 2022

Moved / Seconded

THAT the Accounts Payable Cheque Listing for the period of December 1-31, 2022 be received. **CARRIED.**

10. OTHER PERTINENT BUSINESS

No other pertinent business.

11. QUESTION PERIOD

There were no questions raised.

12. NOTICE OF NEXT REGULAR MEETING

Monday, January 23, 2023 at 7:00pm.

13. ADJOURN

Moved / Seconded

THAT the Regular Council Meeting adjourn at 7:14pm. **CARRIED.**

Certified a true and correct copy of the Minutes of the Regular Meeting of Council held January 9, 2023 in Council Chambers, District of Hope, British Columbia.

Mayor

Director of Corporate Services

2023 FVRD HOMELESS COUNT & SURVEY

Mayor and Council

District of Hope, BC

January 23, 2023

DATE AND TIME – 2023 COUNT

- March 7 & 8, 2023
- 24 hour period (Start and end times to be confirmed)

COMMUNITIES INVOLVED IN 2023 PIT COUNT

- ✓ Abbotsford
- ✓ Mission
- ✓ Chilliwack
- ✓ Agassiz-Harrison
- ✓ Hope
- ✓ Boston Bar/North Bend

ORIGINS OF FVRD COUNTS

- 2004 First ever homelessness count in FVRD communities. (Federal Funding),
- Organizations involved
 - MCC BC
 - School of Social Work at UFV,
 - Abbotsford Community Services,
 - United Way of the Fraser Valley,
 - Mission Community Services,
 - Salvation Army, Abbotsford
 - Chilliwack Community Services,
 - Hope and Area Transition Society,
 - Agassiz-Harrison Community Services
 - Boston Bar Enhancement Society
- Additional Funders: Vancity Community Foundation, Vancity Savings Credit Union and The Cooperators

SUBSEQUENT COUNTS AND SURVEYS – FVRD COORDINATED

- 2008
 - 2011
 - 2014
 - 2017
 - 2020
-
- All of these made possible through collaboration and financial support from FVRD, cooperation and significant in-kind contributions from community based agencies and also municipal staff input
 - Service provided to and in support of municipalities

PROJECT COORDINATION

Regional level – FVRD

Community level – Community Coordinator and Community based social service agencies with support from FVRD

PURPOSE OF PIT COUNTS

- ✓ Determine number of persons who are homeless and in need of housing
- ✓ Create awareness of health issues present
- ✓ Analyze and compare data with previous counts – tracking changes
- ✓ Contribute to provincial and national understanding of homelessness and housing and services needed
- ✓ Support advocacy
- ✓ Raise public awareness about homelessness and shortage of housing and related services

PIT COUNT - DEFINITION OF HOMELESSNESS

- Individual/family without stable permanent, appropriate housing or the immediate prospect, means and ability of acquiring it
- Components of definition:
 - No fixed address
 - No regular and or adequate night time residence of their own
 - Do not pay rent
 - Do not own
 - Cannot stay for longer than 30 days (operationalized in questionnaire; screening questions).

WHO WILL BE INCLUDED IN COUNT ?

Night Time Sheltered Component:

- Persons staying in emergency shelters, extreme weather shelters, youth specific emergency shelters/extreme weather shelters (also referred to as safe houses), violence against women shelters (also referred to as Transitional Houses)
- Persons living temporarily at a friends' or family member's home e.g. couch surfing
- Persons with no fixed addresses in hospitals, jails, etc.

Day Time Unsheltered Component:

- Persons living outside/unsheltered in temporary camps, vehicles, campers, RVs, etc.

METHODOLOGY

- 24 hour Point-in-Time Process
- Informed by research out of York University and the Canadian Observatory on Homelessness (COH)
- Methodology is used across Canada
- Tested questions are being used that facilitate data harmonization and inter-regional and across province comparisons
- Questionnaires include screening questions to mitigate against possible double counting
- Coordinate with Metro Vancouver to mitigate potential double counting

METHODOLOGICAL CHALLENGES

- PIT Count and survey does not capture each and every homeless person – participation is voluntary; some people do not want to be counted in.
- Generally does not capture people living in isolated or rural locations.
- Not all questions are being answered. Respondents have choice to answer, not to answer or end interview before completion.
- In the moment physical, psychological, cognitive and emotional state, influence response rates
- To mitigate challenges, findings of PIT counts and surveys could be compared with HIFIS data or with findings from Period Prevalent counts and surveys

ETHICAL CONSIDERATIONS

- Adhere to Tri-Council Policy Statement regarding ethical conduct for research involving humans
- Three guiding principles: respect for persons, concern for their welfare and concern for justice.
- Training of enumerators/interviewers include demonstrating respect, obtain consent, demonstrate fairness and equity, respect privacy and confidentiality
- The end does not justify the means – the survey should not harm anyone involved in it
- Survey in no way should compromise the dignity of those participating and should not jeopardize their ability to receive or refuse services
- Participation can be terminated any time with no negative consequences
- Involving PWLLE in planning and roll-out

ADDITIONAL PRECAUTIONARY MEASURES

- Interviewers carry with them info for emergency services, and non-emergency services
- Contact info for back-up support - This applies to someone in need of medical emergency, mental health support, or support to deal with emotional response if person is triggered by a question or the survey in general
- Trauma informed

WHO WILL DO COUNT AND CONDUCT INTERVIEWS?

- Trained staff from community based agencies
- Screened and trained volunteers from the community (will be teamed up with staff from community based agencies)
- Screened and trained persons with lived/living experience

INVITATION TO MAYOR AND COUNCIL

Volunteer in the 2023 count in Hope by contacting me.

Condition: Attend training session prior to the count. Date, time and venue to be confirmed.

QUESTIONS OR FURTHER INFORMATION

Contact: Ron van Wyk

anronconsulting@gmail.com

250-689-7014



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for outdoor learning





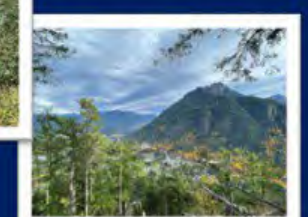
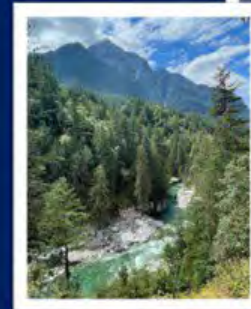
Who are we?



EDUCATION

CONSERVATION

TRAILS



Summer Trail Crew, 2022



HOPE MOUNTAIN CENTRE
for outdoor learning

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BRITISH COLUMBIA

024

SUMMER TRAIL CREW, 2022

TRAILS IMPROVED:

- 1 – HOPE BIKE PARK
- 2 – DISC GOLF PARK
- 3 – HOPE LOOKOUT
- 4 – TIKWALUS TRAIL
- 5 – DRAGON'S BACK TRAIL
Kw'OKW'ECHÍWEL STL'ÁLEQEM
- 6 – HBC TRAIL
- 7 – CENTENNIAL TRAIL
- 8 – THACKER MOUNTAIN
- 9 – LANDSTROM RIDGE
- 10 – DOG MOUNTAIN
- 11 – SPIRIT CAVES
- 12 – MOUNT HOPE SUMMIT
- 13 – WELLS PEAK
- 14 – FLOOD FALLS TRAIL
- 15 – OTTOMITE TRAIL

RANGE OF WORK:

- CLEARING BRUSH
- CLEARING LOGS
- STAIRCASE REPAIR
- FOOT BRIDGE REPAIR
- BENCHES
- TOILETS
- WATER BARS
- TRAIL TREAD REPAIR
- DIRECTIONAL SIGNS
- INTERPRETIVE SIGNS
- PAINTING, STAINING
- RAKING
- GARBAGE REMOVAL



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Tikwalus Heritage Trail

For generations, the Nlaka pame'x have followed a well-worn trail that climbs the steep valley slopes before you. This ancient path provides access to important hunting, gathering, and spiritual areas.

In 1867, the Nlaka pame'x chief Fathlak guided A.C. Anderson of the Hudson's Bay Company along the trail. Since then, the trail has played a part in some of the most significant historical events affecting the Nlaka pame'x and the province.



Tikwalus Village



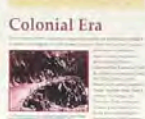
HBC Fur Brigades



Fraser Gold Rush



War in the Canyon



Colonial Era



Fraser Canyon



Hiking the Trail

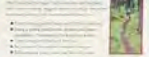


Trail Information

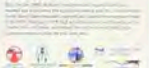
Photos suggest the trail's own mountainous status and "Heritage Trail" designation.



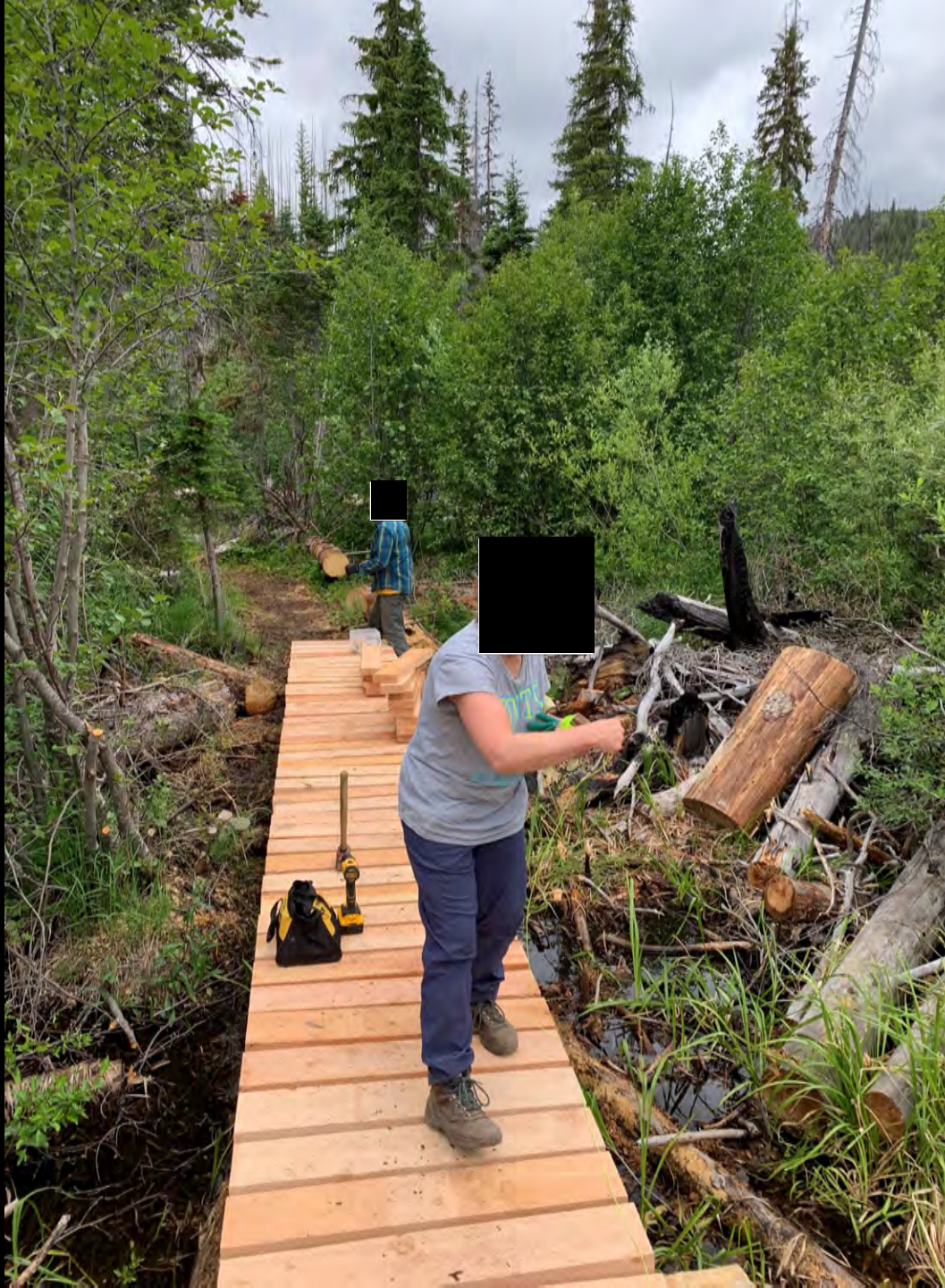
Come Prepared!



Trail Caretakers



































SUMMER TRAIL CREW, 2022

FINANCIAL CONTRIBUTIONS, 2022:

DISTRICT OF HOPE	\$37,500
BC 150 TIME IMMEMORIAL FUND	\$25,668
FRIENDS OF MANNING PARK	\$8,520
RECREATION SITES & TRAILS BC	\$1,050
DONATIONS FROM HMC MEMBERS	\$1,200
HOPE MOUNTAIN CENTRE CASH, IN-KIND & VOLUNTEERS	\$15,000
TOTAL VALUE OF ALL CONTRIBUTIONS	\$88,938
TOTAL MATCHING FUNDS	\$51,438



HOPE MOUNTAIN CENTRE
for outdoor learning

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BRITISH COLUMBIA
049

SUMMER TRAIL CREW

FINANCIAL CONTRIBUTIONS, 2019-2021:

DISTRICT OF HOPE \$87,498

MATCHING FUNDS SOURCED
BY HOPE MOUNTAIN CENTRE \$265,924

TOTAL VALUE OF
ALL CONTRIBUTIONS \$353,422



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SUMMER TRAIL CREW

GOALS FOR 2023:

- CONTINUE MAINTAINING LOCAL TRAILS
- REPAIR FLOOD DAMAGE TO HBC TRAIL (PEERS CREEK)
- COMPLETE INTERPRETIVE SIGNS FOR DRAGON'S BACK
- RE-PRINT TRAILS OF HOPE BROCHURE (10,000 COPIES)
- REQUESTING \$37,500 FROM DOH
\$37,105 IN MATCHING FUNDS
ALREADY SECURED



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THANK YOU!



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052

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: 17 January 2023

FILE: 0400-25

SUBMITTED BY: Chief Administrative Officer

MEETING DATE: 23 January 2023

SUBJECT: FRASER CANYON FLOOD AND LANDSLIDE GEOHAZARDS
MAPPING – PROPOSED PROJECT PARTNERING OPPORTUNITY
WITH FIRST NATIONS' EMERGENCY SERVICES SOCIETY

PURPOSE:

The purpose of this report is to seek Council's endorsement to staffs recommendation that the District participate and partner with the First Nations' Emergency Services Society (FNESS) and several local First Nations, to obtain new and additional Fraser Canyon Flood and Landslide Geohazards Mapping data.

Also being sought is the endorsement of a letter of support for the proposed project and activities proposed.

RECOMMENDATION:

Recommended Resolution:

THAT Council supports the Fraser Canyon Flood and Landslide Geohazards Mapping Project as proposed by the First Nations' Emergency Services Society;

AND THAT Council directs staff to engage with the First Nations' Emergency Services Society and participating local First Nations in sharing technical data and other information in order to inform local First Nations' and the District of Hope's emergency planning capabilities by better understanding regional flood and geohazard risks.

ANALYSIS

This project was recently proposed earlier this month, and like most grant-dependent opportunities proposed by third parties, are time sensitive. Staff have engaged in an analysis of the proposed activities, expected results and commitments required to support and participate. Beyond the written correspondence (attached), staff have also spoken directly with the ebwater (sic) Consulting lead (Mr. Robert Larson) to obtain event further proposed project clarity and inform him of our tentative support. This support would have to be directly endorsed by Council both to meet the grant application requirements and authorize staff to dedicate valuable time to the project.

The project proposes the sharing of any light detection and ranging (LIDAR) data that project partners may have to cover the area from Shxo'ow'hamel First Nation in the west, up to Yale in the north into the Fraser Canyon. FNESS will also identify and take advantage of opportunities to obtain more LIDAR information if possible. The available partner LIDAR information will then be combined with topographic data sets to complete the mapping information. Technical analysis will then be undertaken to identify and confirm associated hazards.

Although much of the information sought is both above and below the District along the Fraser River, any additional information provided to us would be helpful and useful in informing both our own emergency planning information and floodplain mapping for future development purposes. Of note, the District is also working with the Fraser River Basin Council to obtain more detailed mapping and data as relates to the Fraser River above the Fraser Bridge.

The current proposal is unlikely to create a large financial commitment but rather the time and effort to identify and share LIDAR and topographic data sets. Staff would need to liaise and meet with project stakeholders periodically to achieve the project goals. Indeed, stakeholders (including the District) may further identify resources that could be leveraged to obtain even more detailed data in future.

Please note that in the attached Email dated 13 January 2023, Mr. Larson mentions obtaining a resolution from Council which would include mention of a "willingness to provide overall grant management" in concert with FNESS and its consultants. Staff did discuss this with Mr. Larson and indicated our recommendations that the District not undertake overall grant management and the logic of this recommendation. Staff don't recommend we do this for the following reasons:

1. The project lead organization is FNESS, which directly, and solely, represents the interests of First Nations.
2. The majority of participants will be local First Nations and their engagement with FNESS should be reinforced to achieve emergency planning results.
3. The level of administrative complexity, due to the involvement of First Nations, the Province, and other stakeholders could be significant.
4. Staff tempo remains high and other District project/priority work would have to be shifted/delayed.

Nonetheless, staff recommend we support and participate in this proposed project.

ALTERNATIVES & IMPLICATIONS:

Council can choose to support this recommended project or not. Responding positively will continue Hope's support for, and intent to build constructive and meaningful relationships with local First Nations. This proposed project will also provide the District with additional information identifying potential risks, that can be used for both emergency planning and updated flood plain mapping.

Choosing not to actively participate in the project could have potential negative impacts on our efforts to continually improve our relationships with local First Nations. We would also lose out on the opportunity to inform the mapping being created and reap the benefits of the information and identified risks in a timely manner.

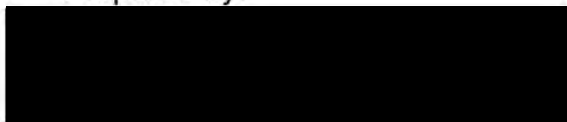
ATTACHMENTS:

Email dated 13 January 2023

Update dated 13 January 2023 with project update to proposed project partners

Letter dated 15 January 2023 seeking interest of potential project participants.

Prepared by:



Chief Administrative Officer

Original Signed By John Fortoloczky

John Fortoloczky

From: Robert Larson <robert@ebbwater.ca>
Sent: Friday, January 13, 2023 11:53 AM
To: John Fortoloczky
Cc: [REDACTED]
Subject: UBCM - Fraser Canyon Application: Updated Outreach Letter
Attachments: Fraser-Canyon-Geohazards-Outreach_20230113.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Caution! This message was sent from outside your organization. [Allow sender](#) | [Block sender](#)

Hi John,

Following-up on our phone conversation, please see attached the updated outreach letter (with previous one attached), to catch you up.

The main thing we need from you is a “**Local government Council or Board resolution**, Band Council resolution or Treaty First Nation resolution, **indicating support for the current proposed activities** and willingness to provide overall grant management.” (Bolding mine). One First Nation community (TBC) will be the project lead and will do overall grant management in concert with FNESS and its consultants.
In addition to the resolution, we would appreciate if you could provide us with answers to the optional questions indicated on page 2 of the attached.

As you requested, here is the current list of communities’ involvement in the project, so your team can prepare for collaboration. (As I mentioned, FVRD are supportive but cannot be named explicitly in the application as they have already exhausted their participation for this funding program):

Yes	Potential	Have Not Heard Back
Shxw'ow'hamel First Nation Spuzzum Boothroyd Kanaka Bar Siska Skuppah Lytton First Nation District of Hope (Ebbwater contact)	Chawathil First Nation Cooks Ferry Nicomen Village of Lytton (BGC contact) Thompson Nicola Regional District (BGC contact)	Yale First Nation Boston Bar First Nation

The way we are approaching outreach is that FNESS is taking the lead with First Nation communities at this stage. Ebbwater will continue to be your point of contact (this is a little different than what we talked about on the phone this morning).

Happy Friday!

Rob





DRR-CA APPLICATION UPDATE

Proposed Project: Fraser Canyon Flood and Landslide Geohazards Mapping

Introduction

Indigenous communities within the Fraser Canyon have been affected by floods and landslides for millennia. These events are becoming more common due to climate events such as the 2021 atmospheric river and forest fires. The First Nations' Emergency Services Society (FNESS) seeks to support communities across BC to better prepare for emergencies. In the Fraser Canyon it is widely known that floods and landslides—otherwise known as geohazards—can cause damage and disruption to communities and Territories. To respond to this, FNESS is supporting an application to obtain Provincial funding under the [Disaster Risk Reduction – Climate Adaptation Program \(DRR-CA\)](#). The proposed **project goal is to strengthen resilience in the Fraser Canyon by developing geohazard maps and engaging with all interested communities to obtain a better understanding of risk**. This will support a range of activities including emergency management.

As shown in the figure below, we have made good progress on developing the proposed project application. The FNESS, BGC, and Ebbwater Project Team has identified approximately 10 interested participant communities, including potentially 2-3 non-Indigenous local governments. One Indigenous community will be the lead for the application.



This 4-page letter is an update to the original project information outreach letter sent on 15 December 2022. For background on the proposed project, please see that letter, which is attached to the end of this document.

In this update, we provide more information about immediate input required for the application (i.e., over the next 4 weeks), project commitments, and a note on lidar data coverage.

Required Input for the Application: Next 4 Weeks

As shown in the figure below, to facilitate the completion of the application by the deadline for submission, we request input from your community by 10 February 2023.

Input from your
community
requested here

Required Information (contact
info and BCR)
Optional questions to answer
(conversations with FNESS)

10 February 2023

Finalize workplan, budget,
and application form

17 February 2023

Application submission

24 February 2023

Some of the input we request from your community is required, and other input is optional, as described below:

Required Information

- Name and contact for the primary project participant from your Nation.
- Band Council Resolution (BCR) indicating that your community leadership supports the proposed activities.

Optional Questions to Answer

- Does your Nation have specific concerns regarding data sharing that you would like to communicate at this time?
- Does your Nation have lidar or high-resolution orthoimagery data that they would be willing to share for this project (see next page for a note on lidar data)?
- Based on the project goal stated on page 1 of this update letter, and the additional project information provided in the 13 December 2022 letter (which follows this document), what are the 1-2 priorities that you are hoping this project can address for your Nation?
- In 3-4 sentences, can you describe how floods and landslides have impacted your community in the past 3 years?

Please contact the following FNESS staff to provide your input:

Alison Lomon, ALomon@fness.bc.ca, 778-694-0043

Trudy Peterson, TPeterson@fness.bc.ca, 250-819-8318

Note that if the application is successful, the project is expected to be awarded in mid 2023.

Project Commitments

If the project is awarded, we anticipate that your Nation's primary contact will need to participate in virtual meetings and email communications. The frequency of these communications will vary, but on average we expect this to be about once per month. Additionally, the project will benefit from the participation from Elders, Knowledge Keepers, Guardians, emergency managers, and other community members.

Below is a list of activities that we anticipate will require project participation from each community:

- **Project Kickoff Meeting:** We plan to have an in-person meeting (at a location within the project area to be determined) with an option to attend virtually.
- **Engagement Workshop 1 – Setting the Stage:** This will be an opportunity for project participants to review preliminary geohazard maps and share tangible information about how their communities are affected by geohazards.
- **Engagement Workshop 2 – Ground-Truthing:** We will share back refinements made to the geohazard mapping, as well as preliminary risk assessment results.
- **Report Review:** Participants will have a chance to review the draft report and provide comments to be incorporated into the final report.

A project schedule will be communicated at a later time. Due to the large area and coordination required, we expect a project timeline of approximately 2 years.

A Note on Lidar Data Coverage

Lidar is a technology used to measure elevations of land surface features. It can be used to create a detailed model of the surface terrain (topography) of an area. This high-resolution information is extremely useful to map geohazards, which are highly dependent on the steepness and shapes of slopes.

The level of mapping detail for this project will be dependent on the available lidar and orthoimagery data covering the project area. We are actively exploring opportunities to obtain additional lidar and orthoimagery data that could be merged with existing datasets. Where lidar data are not available within a sufficient time frame for project completion, alternative topographic datasets will be used. The geohazard mapping and assessments may be updated at a later when higher resolution lidar data become available in these areas.

The map on the following page (Figure 1) shows the areas where the Project Team is aware of lidar datasets that are currently available for the project.

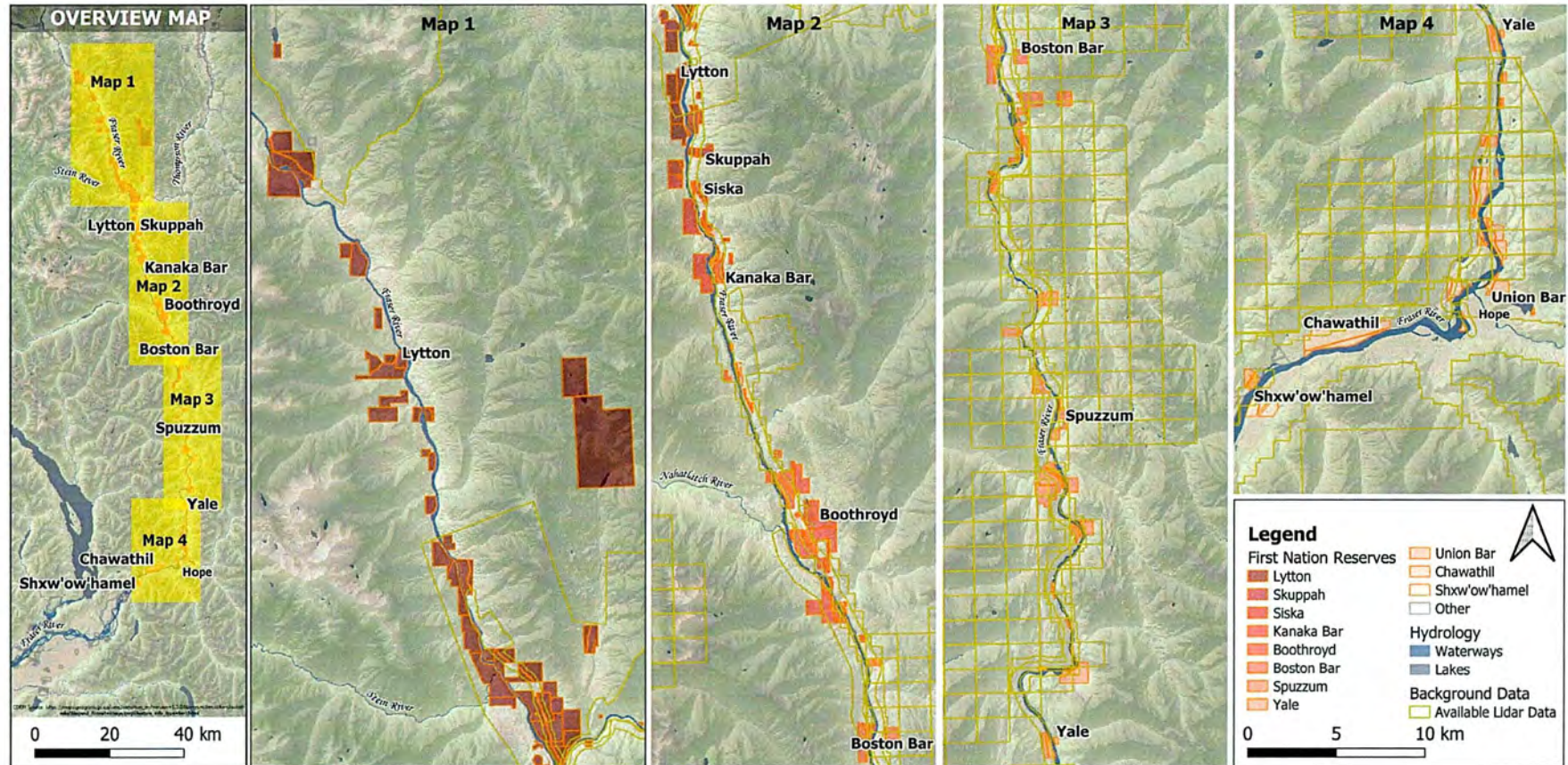


Figure 1: Preliminary project area map with known available LiDAR data coverage.

SEEKING INTEREST FOR POTENTIAL PARTICIPANTS

Proposed Project: Fraser Canyon Flood and Landslide Geohazards Mapping

Introduction

Indigenous communities within the Fraser Canyon have been affected by floods and landslides for millennia. These are becoming more common due to climate events such as the 2021 atmospheric river and forest fires. The First Nations' Emergency Services Society (FNESS) seeks to support communities across BC to better prepare for emergencies. In the Fraser Canyon it is widely known that floods and landslides—otherwise known as geohazards—can cause damage and disruption to communities and Territories. By mapping geohazard areas, FNESS will provide information and advice to improve emergency planning in the region. To this end, FNESS is developing an application to obtain Provincial funding under the [Disaster Risk Reduction – Climate Adaptation Program](#) (DRR-CA, see page 4 for more information). **FNESS seeks to know if your community is interested in this proposed project.**

To support the funding application and conduct the work, FNESS has established a team of engineering and science specialists from [BGC Consulting Inc.](#) and [Ebbwater Consulting Inc.](#) These firms have deep experience completing geohazards mapping and analysis across BC, including working directly with, and seeking input from, First Nations.

How the Project Will Work

Our project team will apply diverse skills and datasets to a large area and will create “screening-level” geohazard maps. These may be overlaid with publicly available information about populations, buildings, and potentially other things that communities may value (e.g., environmental, cultural, and infrastructure assets). See these two projects for example maps:

- [tíkt \(flood\) Adaptation Project](#)
- [Thompson Watershed Risk Assessment](#)

We will obtain a sense of where different geohazards, as well as a range of small to large events, occur. We will then share these maps and meet with your community to discuss initial findings (see image to the right).



Example image of “ground-truthing” geohazard maps with community members. Source: Ebbwater, Palmer, Shift, and ONA (2019).

After incorporating additional knowledge you may wish to share, the information can support your community to make meaningful decisions by answering key questions such as:

- **Question 1:** Where are floods and landslides likely to occur, and what do we know about their likelihood?
- **Question 2:** How are the geohazard areas likely to interact with things that my community values? This could include people and their homes; critical facilities such as schools, as well as roads and bridges that allow access and egress; and natural areas needed to access food and cultural activities.

A watershed scale, whole-of-society approach is required to support the communities most effectively in the Fraser Canyon by improving understanding of geohazards for everyone. Therefore, this letter has been sent to the following communities in the region:

- | | | |
|------------------------------|---------------------------|-----------------------|
| • Chawathil First Nation | • Spuzzum | • Siska |
| • Hope | • Boston Bar First Nation | • Skuppah |
| • Union Bar First Nation | • Boston Bar | • Lytton First Nation |
| • Yale First Nation | • Boothroyd | • Village of Lytton |
| • Shxw'ow'hamel First Nation | • Kanaka Bar | |

Important Project Considerations:

- The greater the number of participating communities, the greater the project funding amount, and the more effective the project outcomes!
- This project is separate to, but will complement, the Lower Fraser River Flood Mapping Project, which is being conducted by Northwest Hydraulics Ltd. for the Fraser Basin Council. There are overlapping areas between the two projects for several communities including Chawathil First Nation, Hope, Union Bar First Nation, Yale First Nation, and Shxw'ow'hamel First Nation.

We Would Like Your Feedback

As shown in the figure on the next page, we request feedback from you—some of which is more immediate. In the short term (by 10 January 2022), **we would like to know if your community is interested in participating** in this project. Please email your reply to clarochelle@fness.bc.ca. If your community is *not* interested in participating, then we would like to know why. Can FNESS help fill capacity gaps or is there another reason? Alternatively, if your community *is* interested in participating, then great! Please let us know if you have any questions or concerns at this time. This short term action, as well as medium term and long term actions, are summarized in the figure on the next page.



Project requested actions and associated timeline.

Over the medium term (by 10 February 2023), we will need more information to complete the application. This will include a First Nation resolution, Band Council resolution, or Local government Council or Board resolution that confirms support for the project¹. We are planning an information session to provide more details and clarify these needs in early January 2023. If the project is funded, over the long-term we will request your direct engagement with the project team to discuss flood and geohazard impacts and risks. We hope that your community will support the inclusion of experiences and ideas from community members and Knowledge Keepers. These activities are likely to occur between June and October 2023 but is still to be determined.

¹ Although this is part of the official requirements, we will ask the funder if a simple email suffices. This approach has been sufficient for past program applications.

More About the Project Area Geohazards Mapping

Given the large project area (see attachment on next page), the geohazards mapping will be done at a “screening-level”. It will be based on international best practice and recently developed guidelines, including the 2022 Draft Flood Mapping Guidelines for BC and 2022 landslide guidelines for BC². The floodplain mapping guidelines were authored by Ebbwater with contributions from BGC, and BGC was a primary author of the landslide guidelines. As defined in the floodplain mapping guidelines, the study area-wide project hazard maps will be similar to “Tier 1: Hazard Identification Mapping”, which is the most cost-effective means to achieve the project goal. If budget permits, more detailed “Tier 2: Base Level Hazard Assessment Mapping” may be completed for specific areas, as a stepping stone to future “Tier 3: Detailed Hazard Assessment Mapping”. Tier 3 mapping can be used for engineering design and site-specific assessments.

The extent to which the project team can answer questions about how the geohazard areas are likely to interact with things that your community values (i.e., Question 2 on page 2) is dependent on the budget available to conduct the work, which depends on the number of participating communities. As explained in the dark blue box on page 2, more of this information will be gathered if more communities participate in the project.

The mapping will support prioritization to determine areas where more detailed mapping should be done in the future. Higher resolution maps could then be used to answer questions such as the following:

- What steps can be taken to reduce the chances of an event affecting the things that we value in our community?
- How can the emergency manager use the information to improve their warning and response system?

More About the DRR-CA

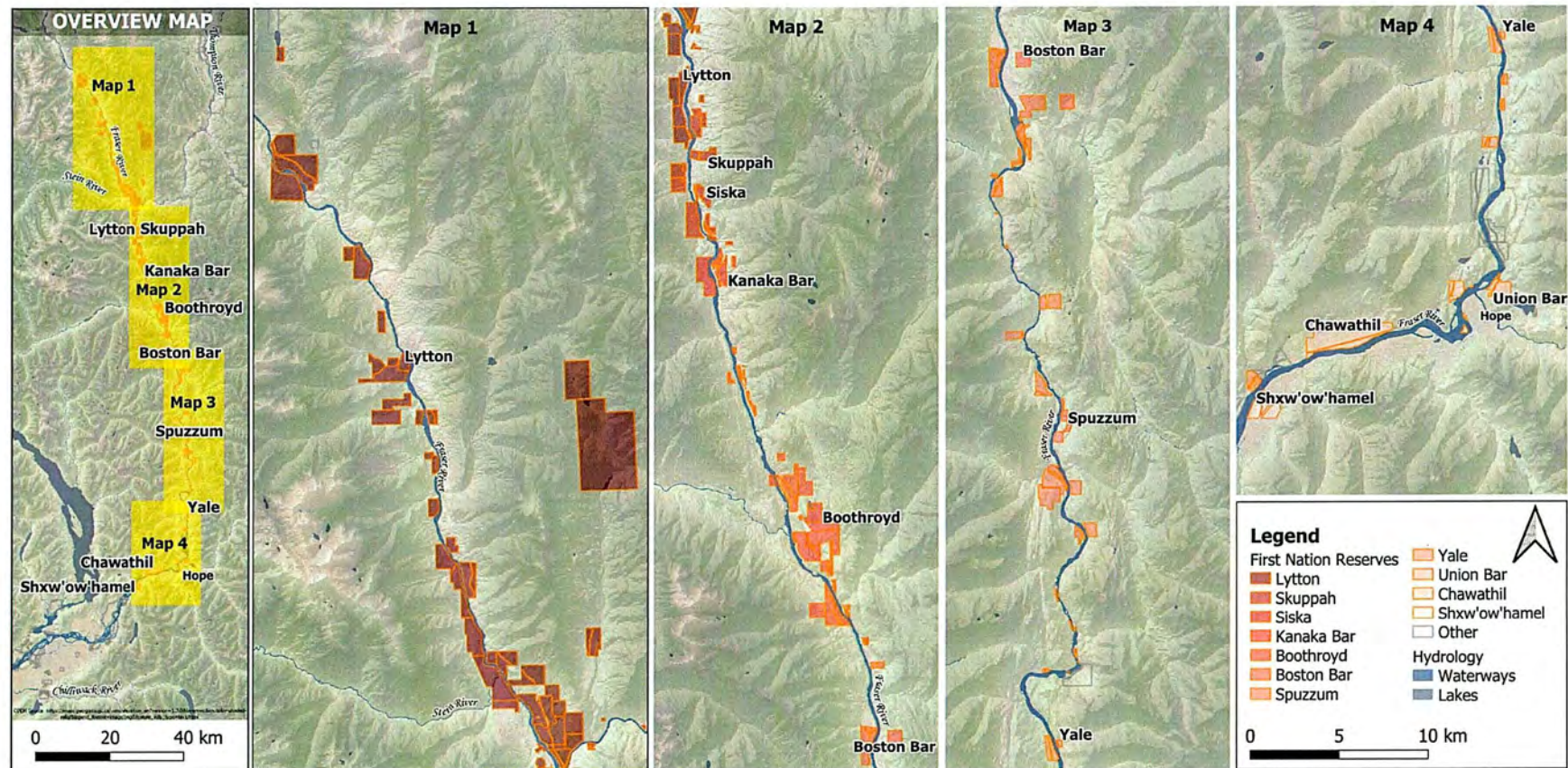
The DRR-CA is a new iteration of a Provincial program that has been administered by the Union of British Columbia Municipalities (UBCM), with funding provided through the Community Emergency Preparedness Fund (CEPF).

The DRR-CA funding program is aligning Provincial actions with international best practice, the Provincial Emergency Program Act Modernization, and other shifting policies expressed recently through documents such as the Provincial Flood Strategy Intentions Paper. It aims to support eligible applicants to reduce risks from future disasters through the development and implementation of:

- Accurate foundational knowledge of the natural hazards they face and risks associated with BC’s changing climate.
- Effective strategies to prepare for, mitigate, and adapt to those risks.

²Weblink: <https://www.egbc.ca/app/Practice-Resources/Individual-Practice/Guidelines-Advisories/Document/01525AMW2FC5GZARO14ZBZ7KMIRPIFG7JN/Landslide%20Assessments%20in%20British%20Columbia>. Accessed 12 December 2022.

Attachment – Preliminary Project Area Map



REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: 17 January 2023

FILE: 0400-25

SUBMITTED BY: Chief Administrative Officer

MEETING DATE: 23 January 2023

SUBJECT: LETTER OF SUPPORT REQUESTED – ALEXANDRA BRIDGE

PURPOSE:

The purpose of this report is to seek Council's endorsement to issue of letter of support for Spuzzum First Nation regarding the proposed 1926 Alexandra Bridge Rehabilitation Project (Phase II). This will be a grant-supported project where success in the grant approvals is greatly improved if the project proposed can demonstrate "community support."

RECOMMENDATION:

Recommended Resolution:

THAT Council supports this application by Spuzzum First Nation to further rehabilitate the 1926 Alexandra Bridge as it is a regional Indigenous/heritage tourism asset;

AND THAT Council endorses that an appropriate letter of support be issued to Spuzzum First Nation care of the New Pathways to Gold Society as soon as possible to meet the 9 February 2023 application deadline.

ALTERNATIVES & IMPLICATIONS:

Council can choose to support via sending a letter of support or not. Responding positively will continue Hope's support for regional indigenous/heritage and tourism asset development which will also have positive effects on our own tourism development within Hope. In fact, AdvantageHOPE has been supporting the Pathways to Gold Society and its initiatives for some time. This will also signal our ongoing support and relationship-building efforts with local First Nations and regional tourism partners.

It should be noted that the District did support Phase I of this project via hosting community consultation meetings.

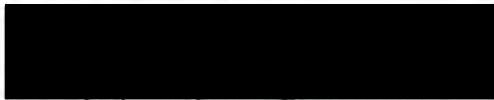
Choosing not to endorse may lead to a grant application failure which will leave the overall 1926 Alexandra Bridge Rehabilitation Project at the Phase I stage with further work being delayed. This may also not be seen in a positive light by our First Nations and regional

tourism partners as the project does not compete directly with any of our own current grant-dependent project.

ATTACHMENTS:

Letter dated 13 January 2023 requesting District letter of support.
Letter dated 10 December 2019 thanking us for District support previously.
Draft District letter of support

Prepared by:



Chief Administrative Officer

Original Signed By John Fortoloczky



**SPUZZUM
FIRST NATION**

Our Land. Our Future. Our Success. Forward Focused Nation Building.



**Mayor Victor Smith,
District of Hope**

January 13, 2023

Dear Mayor Smith:

On behalf of the New Pathways to Gold Society, the Spuzzum First Nation and our fellow partners, I would like to thank you for the support the District of Hope has shown for the 1926 Alexandra Bridge Rehabilitation Project. We've made great progress restoring the bridge, which as you know is not only an icon of B.C. transportation history, but also a marquee Indigenous/heritage tourism asset.

The project partners have been successful in raising funds to complete Phase I and are now looking for additional funds for Phase II. We have been invited by the Ministry of Tourism, Arts, Culture and Sport to make a full application to the BC Destination Development Fund for a further \$1 million towards this project, which holds a special place in the hearts of many Indigenous and non-Indigenous British Columbians.

We're asking the District of Hope to provide us with a letter of support. According to the application guidelines, preference will be given to projects that can demonstrate community support. An expression of your support would greatly enhance our chances of success.

The final deadline for submissions to the BC Destination Development Fund is February 9. Please let us know if we can count on your support. If you have any questions or need further information, please do not hesitate to contact me. Once again, thank you for your support and we look forward to continuing to work with you as we move forward on this exciting project that will benefit Hope, the Fraser Canyon and Indigenous and non-Indigenous communities along the Gold Rush/Spirit Trails.

Sincerely;

**Don Hauka, Executive Director,
New Pathways to Gold Society
Cell: [REDACTED]**



New Pathways to Gold

December 10, 2019

Dear New Pathways Partner

This spring, New Pathways asked you to support the New Pathways to Gold Society and express your support to the B.C. government for continued investment in our Society. We asked you to write letters urging Premier John Horgan to meet with us and to continue to invest in local communities along the Hope to Barkerville Corridor. You did and the results were tremendous!

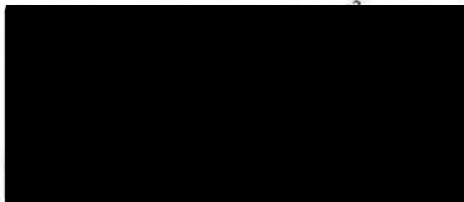
We are happy to say that the Premier heard you and after discussions with the Ministry of Tourism, Arts and Culture, NPTGS has secured an additional \$140,000 in funding from the Province of British Columbia and an invitation to begin discussions ensuring funding through 2020 and beyond. This renewed investment will allow New Pathways to work with partners like you to continue to build and deliver initiatives like the Alexandra Bridge, Cariboo Waggon Road Restoration and Chief Cexpe'nthlEm Memorial Precinct Projects as well as other initiatives.

While your organization may not have heard from us in a while, stay tuned! New Pathways is gearing up to work with its partners all along the Gold Rush/Spirit Trails to continue to create economic opportunities via heritage tourism, Indigenous reconciliation and Multiculturalism. We have achieved a lot together since New Pathways was founded in 2007 and we look forward to continuing to partner with you to achieve more. Working together we can make the difference in the lives of people living all along the Gold Rush/Spirit Trails.

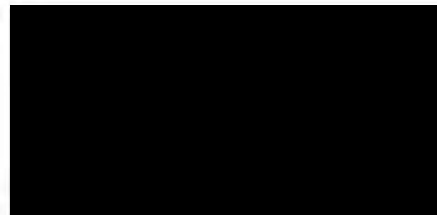
Thank you once again for your support. Because of you, NPTGS will not have to wind up operations. Instead, we have an "open for business" sign posted. New Pathways will continue to provide updates and more news as we continue our journey together down the Gold Rush/Spirit Trails.

Sincerely,

NEW PATHWAYS TO GOLD SOCIETY



Cheryl Chapman, Indigenous Co-chair



Terry Raymond, Co-chair

Office of the Mayor

January 27, 2023

Hon. Lana Popham,
Minister of Tourism, Arts, Culture and Sport,
PO BOX 9043, STN PROV GOVT.
Victoria, B.C. V8W 9E2

Dear Minister Popham:

Re: Letter of Support for the 1926 Alexandra Bridge Rehabilitation Project

I am writing you today to express the District of Hope Council's support for the 1926 Alexandra Bridge Rehabilitation Project. This project, in the traditional territory of the Spuzzum First Nation (SFN) and just north of Hope, is a partnership between the SFN, New Pathways to Gold Society and a coalition that includes; the Ministry of Transportation and Infrastructure, BC Parks, community groups, local businesses and this District. To date, much progress has been made in restoring the bridge which as you know, is not only an icon of BC transportation history but also a marquee Indigenous/heritage tourism asset.

The Project Partners have been invited by the Ministry of Tourism, Arts, Culture and Sport to make a full application to the BC Destination Development Fund for a further \$1 million to finance Phase II of the project. These funds will allow them to make urgently-needed repairs to the bridge's foundations, cable hangers and support saddles. This work is essential to extending the bridge's life and restoring it as a world class attraction.

A restored bridge would benefit both the District and the region's economies, attracting visitors from all over the world. Hospitality sector industries like accommodations, restaurants and others will see increased business, helping to strengthen the regional year-round tourism economy. We note that the project is also part of both the Gold Rush Trails Destination Development Strategy and the SFN's Tikwalus Tourism Project. Additionally, it closely aligns with the District's overall tourism and economic strategies.

The 1926 Alexandra Bridge and the adjoining Alexandra Bridge Provincial Park offer a distinct, globally competitive destination situated in a geographically spectacular and culturally unique location featuring multiple heritage/Indigenous values. The bridge is also an Indigenous Reconciliation focal point, symbolic of different cultures and bridging differences between them.

The District of Hope has long been a supporter of this project, having hosted community consultation meetings as far back as 2012. We strongly urge you to approve the Project Partners' application to the BC Destination Development Fund. We hope that you will share our conviction that this exciting project will benefit Hope, the Fraser Canyon, and Indigenous and non-Indigenous communities along the Gold Rush/Spirit Trails.

Sincerely,

Mayor Victor Smith
District of Hope

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: January 17, 2023

FILE: 340-20

SUBMITTED BY: Director of Corporate Services

MEETING DATE: January 23, 2023

SUBJECT: Whistleblower Policy Amendment

PURPOSE:

The purpose of this report is to provide minor amendments to the Whistleblower Policy.

RECOMMENDATION:

Recommended Resolution:

THAT Council endorse the Whistleblower Policy, as amended, this 23rd day of January 2023.

ANALYSIS:

A. Rationale:

In August 2020 a Whistleblower Policy was adopted to Council. Some minor grammatical changes have been done, which do not impact the intent of the policy.

Other amendments include, and noted in **red**, on the attached policy, are in the following sections:

- Entire Policy – all references of “*the Manager of Human Resources and Occupational Health and Safety*” to only read “*Human Resources*”. The position title has changed, but it will be the Human Resources Department that will be responsible for the policy, regardless of the title of the person doing the position;
- Policy Statement (page 1) – addition of the wording “and reprisal”;
- Retaliatory Action definition (page 2) – reorganization of last point;
- Wrongdoing definition (page 2) -reorganization of bullet point;
- Whistleblower definition (page 2) – addition to “person” to make it plural
- Human Resources (page 4) – last bullet point reworded to reflect that Human Resources will provided a written report to the CAO regarding any Wrongdoing and Retaliatory Actions Investigation;
- Reporting (page 5) – second bullet point made into two bullets;

- Investigations (page 6) – third to last bullet; addition that Complainant may be placed on a paid leave during an investigation;
- Complainant and Witness Communication and Support (page 8) – no change just reorganization of section; and
- Collective Agreements and Legislation (page 9) – new section and this is standard wording to be used.

B. Attachments:

DRAFT Whistleblower Policy

Prepared by:

Approved for submission to Council:


Original Signed by Donna Bellingham

Donna Bellingham
Director of Corporate Services

Original Signed by John Fortoloczky

John Fortoloczky
Chief Administrative Officer

Whistleblower Policy

	Policy Number	HR.01.02
	Approval Date	August 24, 2020
	Amendments	January 23, 2023
	Supersedes	2014-04
	Revision Month/Year	August 2020
	Next Review Month/Year	August 2023
	Department Responsible	Human Resources
	Authority	Legislative

Policy Purpose

The purpose of this policy is to safeguard Whistleblowers and to provide a system for the reporting, investigation, and discipline of wrongdoings and/or retaliatory actions.

Policy Statement

The District of Hope is committed to conducting its business in compliance with all laws, regulations, and legislation applicable to a local government operating in the Province of British Columbia.

Furthermore, the District recognizes the high degree of personal risk an employee assumes when exposing wrongdoings and/or retaliatory actions and is dedicated to providing a safe and transparent environment where employees can report such misdeeds without fear of retaliation **and reprisal**.

Definitions

Appeal – The process used when a Complainant or Respondent disagrees with the decision resulting from an investigation.

Complainant - an Employee who alleges that a wrongdoing or retaliatory action or other violation of the Whistleblower Policy has taken place.

Complaint - an allegation by an Employee that a wrongdoing or retaliatory action or other violation of the Whistleblower Policy has taken place.

Employee - any permanent, temporary, contract, full time, part time, and casual Employee on the District of Hope's payroll, or volunteers utilized by the District of Hope. This includes all unionized and exempt employees.

Good Faith – having reasonable and objective grounds for believing an allegation of serious misconduct is true.

Respondent - an Employee against whom a Complaint has been made.

Retaliatory Action directed at an employee who in good faith has made a report or participated in an investigation, proceeding or hearing with respect to a suspected wrongdoing or retaliatory action and includes; but is not limited to:

- any oral or written reprimand;
- suspension;
- termination;
- loss of advancement opportunities;
- change in duties;
- reduction in pay;
- change in reporting structure or work location;
- violence;
- harassment;
- threats; or
- coercion; or
- ~~• interference or intimidation directed at an Employee who in good faith has made a report or participated in an investigation, proceeding or hearing with respect to a suspected Wrongdoing or Retaliatory Action.~~

Standalone Wrongdoing - a wrongdoing for which there is no reporting, investigative and/or disciplinary process outlined in any District of Hope policy, procedure, bylaw, or in any provincial or federal law or regulation or collective bargaining agreement.

Wrongdoing – includes; but is not limited to:

- any crime or suspected criminal activity;
- a violation of the District of Hope's: Respectful Workplace Policy; Code of Conduct or any other District of Hope policy, procedure, or bylaw;
- ~~• a violation of the District of Hope's:~~
 - ~~○ Workplace Bullying, Harassment & Violence Prevention Policy;~~
 - ~~○ Code of Conduct; or~~
 - ~~○ any other District of Hope policy, procedure, or bylaw;~~
- a violation of any provincial or federal law or regulation;
- an act or omission that creates danger to the life, health or safety of others (other than a danger that is inherent in the performance of the duties or functions of an employee);
- an act or omission that creates a substantial danger or harm to the environment; and
- knowingly directing or counselling a person to commit any of the above.

Whistleblower – a person(s) who informs on a person or organization engaged in illegal, unethical, or not correct behaviour.

Responsibilities

Council

Council is responsible for:

- Receiving, reviewing, amending, and adopting recommended changes to the Whistleblower Policy;
- In cooperation with ~~the Manager of Human Resources and Occupational Health and Safety~~, ensuring proper action is taken to prevent and rectify any violations of the Whistleblower Policy by the CAO; and
- Providing human and financial resources as they relate to investigating reports of wrongdoings and/or retaliatory action and providing protection for employees reporting suspected wrongdoings and/or retaliatory action, and/or participating in investigations.

Chief Administrative Officer (CAO)

The Chief Administrative Officer is responsible for:

- Ensuring that appropriate administrative policies are in place and maintained to clearly define behaviour and conduct expected of District of Hope Employees;
- Discouraging wrongdoing and retaliatory action;
- Working in cooperation with ~~the Manager of Human Resources and Occupational Health & Safety~~ to ensure proper action is taken to prevent and rectify any violations of the Whistleblower Policy; and
- Participating, as required, when a decision about a complaint is under appeal.

Directors

District of Hope Directors are responsible for:

- Clearly defining behaviour and conduct expected of employees;
- Discouraging, detecting, and preventing wrongdoings and/or retaliatory action as far as reasonably possible;
- Ensuring all employees are aware of this policy;
- Immediately reporting any wrongdoings and/or retaliatory action reported to, or witnessed, to ~~the Manager of Human Resources and Occupational Health & Safety~~; and
- Communicating the outcome of any investigations and the resulting course of action to a Respondent within their department.

Human Resources Manager of Human Resources and Occupational Health & Safety

The Manager of Human Resources and Occupational Health & Safety is responsible for:

- Developing and maintaining policies and procedures to clearly define behaviour and conduct expected of employees;
- Immediately reporting wrongdoings and/or retaliatory action which involves criminal behaviours to the appropriate authority;
- Ensuring all reports of wrongdoings and/or retaliatory action are assessed, and where appropriate, the reports are investigated and resolved;
- ~~When a report of a Wrongdoing or Retaliatory Action is to be investigated, the Manager of Human Resources and Occupational Health & Safety will Investigate or appoint an investigator (internal or external) and ensure that adequate resources are available to complete the investigation;~~
- When addressing a decision which is under appeal, provide the investigation report(s) for the complaint to the CAO for determining the appeal; and
- Making recommendations regarding amendments to this policy.
- **Providing a full written report to the CAO on Wrongdoings and Retaliatory Action Investigations, including the results/findings and disciplinary actions.**
- ~~Providing a quarterly report to the CAO, and Council, on Wrongdoings and Retaliatory Actions reported for the previous quarter, including the results of any investigations, and the disciplinary actions taken against Employees who have engaged in Wrongdoings and Retaliatory Actions. Reports will have the identifying information for Complainants redacted to maintain confidentiality.~~

Managers and Immediate Supervisors

Managers and immediate supervisors are responsible for:

- Clearly defining behaviour and conduct expected of employees;
- Discouraging, detecting, and preventing wrongdoing or retaliatory action-as far as reasonably possible;
- Ensuring all Employees are aware of this policy; and
- Immediately reporting any wrongdoing or-retaliatory action reported to, or witnessed, to the Manager of Human Resources and Occupational Health & Safety.

Employees

All District of Hope Employees, regardless of their employment or union status, are responsible for:

- Making themselves familiar with this policy;
- Immediately reporting any wrongdoing or retaliatory action reported to, or witnessed, to their direct supervisor or manager immediately;
- Where the employee feels their direct supervisor, manager, director, CAO, or a member of Council is involved in the suspected wrongdoing or retaliatory action they are expected to notify the Manager of Human Resources and Occupational Health & Safety; and

- Where the employee feels ~~their Manager of Human Resources and Occupational Health & Safety~~ is involved in the suspected standalone wrongdoing or retaliatory action, they are expected to notify the Chief Administrative Officer.

Procedures

Reporting

- If an employee witnesses or has reasonable grounds to suspect a standalone wrongdoing or experiences or witnesses a retaliatory action, they should report it to their direct supervisor or manager immediately.
- While an initial report may be done verbally, it must be followed up with a written report. ~~Investigations will not be conducted without a written report being provided.~~
- **Investigations will not be conducted without a written report being provided.**
- If the employee feels their direct supervisor, manager, director, CAO, or a member of Council is involved in the suspected wrongdoing or retaliatory action, they are expected to notify ~~the Manager of Human Resources and Occupational Health & Safety~~.
- Where the employee feels ~~their Manager of Human Resources and Occupational Health & Safety~~ is involved in the suspected standalone-wrongdoing or retaliatory action, they are expected to notify the Chief Administrative Officer.
- When a director, manager, or immediate supervisor receives a report of a suspected wrongdoing or retaliatory action, they must report it immediately to ~~the Manager of Human Resources and Occupational Health & Safety~~ and take immediate action to prevent the alteration or destruction of documents or other evidence that may be relevant to an investigation.
- Employees will not be penalized for reporting in good faith, an allegation of a wrongdoing or retaliatory action, even if, upon investigation, the allegation is unfounded.

Investigation

- ~~The Manager of Human Resources and Occupational Health and Safety~~ will assess each report of a wrongdoing or retaliatory action.
- If the CAO is implicated in the report of a wrongdoing or retaliatory action, the Council or designate, will assess the report in conjunction with ~~the Manager of Human Resources and Occupational Health & Safety~~.
- If ~~the Manager of Human Resources and Occupational Health & Safety~~ is implicated in the report of a wrongdoing or retaliatory action, the CAO, will assess the report.
- ~~The Manager of Human Resources and Occupational Health & Safety~~ will acknowledge receipt of a written report within 10 business days of receiving it.
- If ~~the Manager of Human Resources and Occupational Health & Safety~~ decides not to proceed further with an investigation of the Complaint, the Complainant will be informed, in writing, of the decision as well as their right to appeal the decision.

- Where a complaint warrants further investigation, ~~the Manager of Human Resources and Occupational Health & Safety~~ will investigate or appoint an investigator. While most investigations will be conducted internally, in complex or sensitive situations, an external investigator may be hired. The CAO will be advised of the complaint and will be the authority on whether the investigation will be conducted internally or externally. Where a complaint identifies the CAO as the Respondent, the investigation will be conducted by an external firm.
- Within 10 business days of the decision to investigate, a Respondent will be notified that a complaint has been received. The notification will include a summary of the particulars of the complaint and the steps that will be taken in an investigation. The Respondent will be afforded reasonable opportunity to respond to the complaint.
- Where a Complainant and Respondent agree on what happened, the District of Hope will not investigate further and will instead determine what corrective action to take, if appropriate.
- A Complainant may be temporarily reassigned to other duties **or may be placed on a paid leave during** the investigation if such reassignment is appropriate and such reassignment is not a retaliatory action, or, the Respondent may be placed on paid, or unpaid, leave for the duration of the investigation.
- ~~The Manager of Human Resources and Occupational Health & Safety~~ will conduct interviews with the Complainant, Respondent and any witnesses of the alleged wrongdoing or retaliatory action.
- Where the Complainant and/or Respondent and/or Witnesses are unionized employees, they are entitled to have a union representative of their choosing attend the meetings with them. The union representative is expected to be at the meeting in a supportive capacity and is prohibited from speaking for the individual they are supporting. All information the union representative may become privy to is considered confidential and must not be divulged.

Findings

- The findings of the investigation will be documented in a confidential report and the report may contain recommendations on how to prevent the Wrongdoing or Retaliatory Action in the future.
- Where the allegations of a wrongdoing or retaliatory action are substantiated, ~~the Manager of Human Resources and Occupational Health & Safety~~ will recommend a course of action to the Respondent's Director, the CAO, or the Mayor. The Respondent will be given notice in writing by their Director, the CAO, or the Mayor of the particulars and findings of the investigation. Information will be provided on how to appeal the decision and any resulting course of action. This requirement is subject to any collective agreement provisions respecting the rights of Employees during disciplinary proceedings and to the District of Hope's Progressive Discipline Policy.
- ~~The Manager of Human Resources and Occupational Health & Safety~~ will ensure the final decision, as well as the process for appealing the decision is communicated to the Complainant, Respondent, and any other appropriate parties

in a timely manner, and that the course of action determined for the Respondent is carried out.

- Where results of the investigation find reasonable grounds to indicate that a criminal activity may have occurred, the matter will be turned over to law enforcement officials.

Discipline

- A Respondent who is found to have engaged in a wrongdoing or retaliatory action will be subject to disciplinary action, up to and including dismissal, subject to any collective agreement provisions respecting the rights of Employees during disciplinary proceedings and to the District of Hope's Progressive Discipline Policy.
- Self-reporting a wrongdoing and/or retaliatory action will not exempt an individual from disciplinary action appropriate to the offence. Such reporting will be given consideration as a mitigating factor and will be considered on a case by case basis.

Bad Faith Reports

- An employee who knowingly makes a mischievous, false or bad faith complaint or knowingly makes a false or misleading statement during an investigation will be subject to disciplinary action, up to and including dismissal, subject to any collective agreement provisions respecting the rights of Employees during disciplinary proceedings and to the District of Hope's Progressive Discipline Policy.
- The Director of the employee making the bad faith report or false or misleading statement, in consultation with ~~the Manager of Human Resources and Occupational Health & Safety~~, will determine the action that is to be taken with respect to the employee.

Confidentiality

- All complaints will be handled in a confidential manner. Except as required by due process of law, all written materials, including internal and external reports of any form, related to either the complaint, the investigation, the result of the investigation, and any actions, agreements or resolutions that result, will be treated as strictly confidential for all purposes, including any applications made under the *Freedom of Information and Protection of Privacy Act*.
- All reasonable efforts will be made to keep the identities of Employees involved in an investigation anonymous, however, identities may be revealed directly or indirectly through the course of the investigation. Through the course of the investigation, follow up with Complainants may be required to obtain further information; therefore, reports received anonymously will not be investigated.
- All Employees who have knowledge of, or who are participants in, an investigation of an allegation of a wrongdoing or retaliatory action must treat all information received confidentially. The matter must not be discussed with anyone other than the Investigator, the investigative team, police, or other regulatory investigators, if applicable.

- Investigation results will not be disclosed or discussed with anyone other than those who have a legitimate need to know, as determined by ~~the Manager of Human Resources and Occupational Health & Safety~~.
- Where results are expected to be of public interest, ~~the Manager of Human Resources and Occupational Health & Safety~~ may develop a public communications strategy in consultation with a third-party public communications firm. Any media inquiries during or after the investigation must be referred to the CAO or the CAO's delegate. In the event that the CAO is the Respondent, all media inquiries will be referred to the Mayor or the Mayor's designate.

Complainant and Witness Communication and Support

Communication and support available for the Complainant and other Employees involved in the investigative process include Human Resources and the Complainant's Director (or the CAO in the event that the Complaint is issued against the Complainant's Director) will be responsible for:

- Maintaining regular communication with the Complainant;
- Ensuring the Complainant and other Employees are aware of Employee Assistance Programs and any other programs for support; and
- Managing the Complainant's expectations.

~~Communication and support available for the Complainant and other Employees involved in the investigative process include:~~

- a) ~~The Manager of Human Resources and Occupational Health & Safety and the Complainant's Director (or the CAO in the event that the Complaint is issued against the Complainant's Director) will be responsible for:~~
 - I. ~~Maintaining regular communication with the Complainant;~~
 - II. ~~Ensuring the Complainant and other Employees are aware of Employee Assistance Programs and any other programs for support; and,~~
 - III. ~~Managing the Complainant's expectations.~~

Appeal Process

- The findings of the investigation and the disciplinary action may be appealed by the Respondent or Complainant.
- Appeals must be in writing and be received by the Manager of Human Resources and Occupational Health & Safety within 30 days of the Complainant's or Respondent's receipt of the decision.
- Decisions resulting from the appeal are the final decision of the District of Hope.

Policy Review

- This policy will be reviewed every three (3) years, or as changes are required, whichever occurs first.
- ~~The Manager of Human Resources and Occupational Health & Safety~~ will communicate changes with all Employees and Council, via email. All Employees and Council will be expected to sign off on the policy as revisions are made and communicated.

Collective Agreements and Legislation

In the event that any portion of this policy is inconsistent with a binding District collective agreement or provincial legislation, that portion, and only that portion of the policy, shall have no application to the extent of that inconsistency. All other portions of the policy shall continue in full force and effect.

DRAFT



DISTRICT OF HOPE

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: January 16, 2023

FILE: LDP 39/22
Bylaw 1543

SUBMITTED BY: Jas Gill, Director of Community Development

MEETING DATE: January 23, 2023

SUBJECT: **APPLICATION TO REZONE
910 OLD HOPE PRINCETON WAY
LIMBCO HOLDINGS**

PURPOSE:

To obtain Council's approval for staff to proceed with the legislative process in order to rezone the property at 910 Old Hope Princeton Way.

RECOMMENDATION :

THAT District of Hope Zoning Amendment Bylaw No. 1543, 2023 be given first and second readings in order to rezone the property legally described as District Lot 3 YDYP Except: (1) Plans 6076, 14618, and 25232 (2) Shown Red on Plan A1529 (3) Part Lying Both North of Northerly Boundary of Plan H94 and South and East of Plan H610 (4) Plan 39120; PID 011-014-971; 910 Old Hope Princeton Way from Single Family Residential (RS-1) to Light/Service Industrial (I-2); and

FURTHER THAT the public be notified in accordance with Zoning Bylaw 1324, District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93, the *Local Government Act* and the *Community Charter*.

ANALYSIS:

A. Rationale:

Proposal – The owner of the property at 910 Old Hope Princeton Way would like to continue the industrial operation on this parcel of land which requires the rezoning of the property.

Background – Many years ago, this Single Family Residential (RS-1) zoned parcel of approximately 7.26 hectares (17.97 acres) in size operated as a gravel pit. Most recently, the property has been utilized as an equipment storage yard. The subject property is an anomaly by being the only Single Family Residential (RS-1) zoned property south of the Old Hope Princeton Way. The neighboring properties are zoned Highway Commercial (C-2) or Heavy Industrial (I-1).

In 2018, the owner applied for a Temporary Use Permit (TUP) in order to allow the equipment storage yard including an office and storage buildings to be utilized on a portion of this property. On May 28, 2018, Council approved the issuance of a Temporary Use

Permit. In 2021, the owner applied for a three extension to the TUP which Council approved on March 8, 2021. The TUP operation is considered to be in good standing.

Temporary Use Permits – Section 497 of the *Local Government Act* states:

- (1) *The owner of land in respect of which a temporary use permit has been issued has the right to put the land to the use described in the permit until the earlier of the following:*
 - (a) *The date that the permit expires;*
 - (b) *3 years after the permit was issued.*
- (2) *A person to whom a temporary use permit has been issued may apply to have the permit renewed, subject to the restriction that a temporary use permit may be renewed only once.*

Council should note that the lands are designated in the Official Community Plan (OCP) as Light Service Industry so an amendment to the District of Hope's OCP is not required in order for this property to be rezoned. In other words, the OCP supports the rezoning.

B. Official Community Plan (OCP) Bylaw 1378

As per the Official Community Plan, the three questions to be consistently asked in all levels and types of decision are:

1. Does the development move Hope toward our vision and goals for success and sustainability? Is it aligned with our OCP objectives and policies?

The proposed rezoning does move Hope towards success at a macro level.

Goal: "Economic Development and Community Development."

Goal: "Contribute to the local economy."

Policy: "Support a comprehensive range of Light Industrial facilities that serve the needs of the commercial transportation industry along provincial highways."

2. Is it a flexible platform for future steps towards our vision, goals and objectives?

No, this platform is a legislative requirement and therefore rigid.

3. Will it provide a good return on investment?

From an economic development standpoint, the existing operations provides the community of Hope diversity to the local economy. Furthermore, the lands could be added to the industrial tax base.

C. Attachments:

- Location & Zoning Map
- OCP Land Use Map Excerpt
- Single Family Residential (RS-1) Zone Excerpt
- Light/Service Industrial (I-2) Zone Excerpt
- Zoning Amendment Bylaw 1543, 2023

D. Property Information:

- | | |
|-----------------------------|--|
| 1) Civic Address: | 910 Old Hope Princeton Way |
| 2) Legal Description: | DL 3 YDYD Except: (1) Plans 6076, 14618 and 25232 (2) Shown Red on Plan A1529 (3) Part Lying Both North of Northerly Boundary of Plan H94 and South and East of Plan H610 (4) Plan 39120 |
| 3) PID Number: | 011-014-971 |
| 4) Current Zoning: | Single Family Residential (RS-1) |
| 5) Current OCP Designation: | Light/Service Industry |

Prepared by:

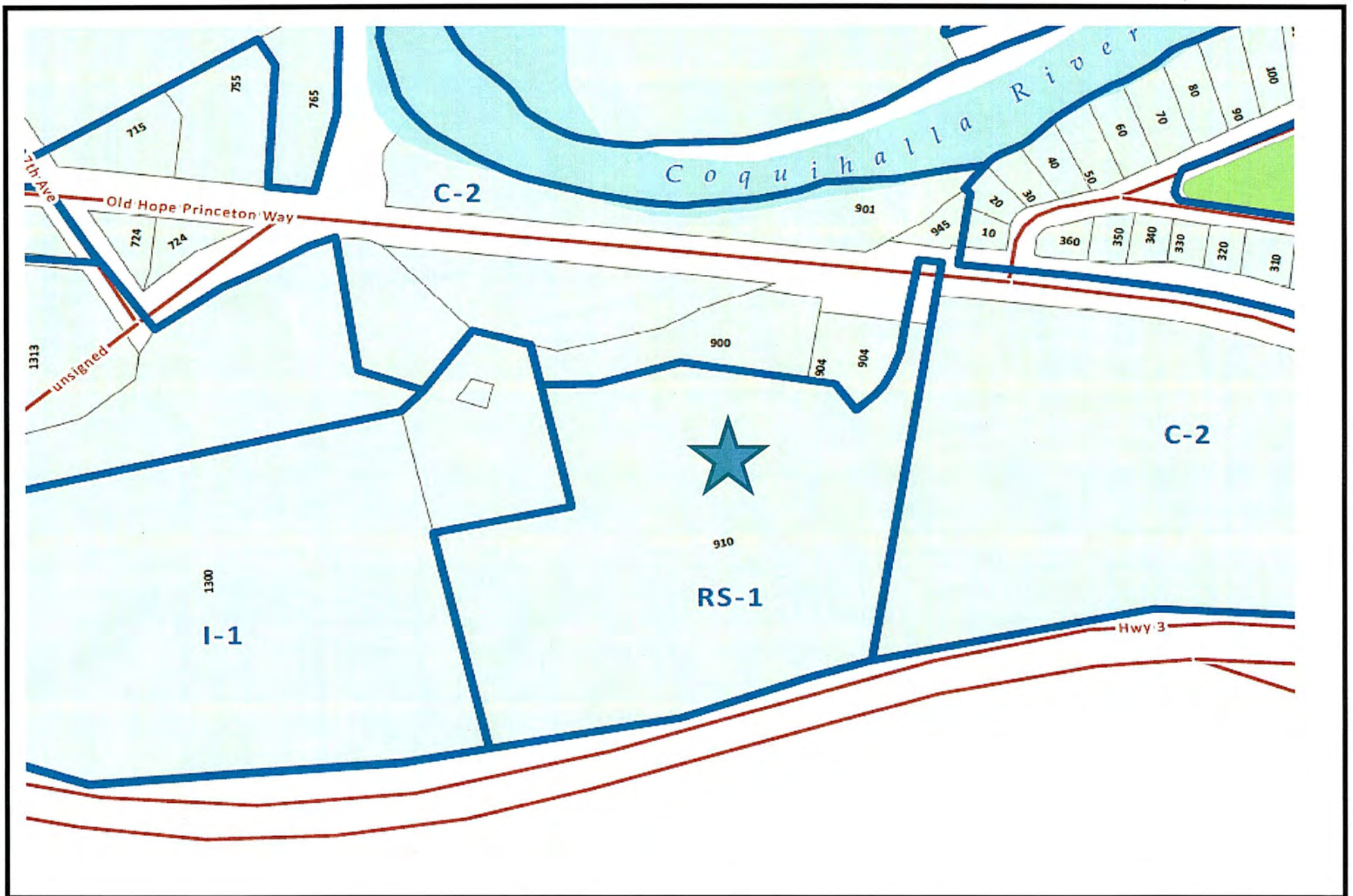
Approved for submission to Council:

Original Signed by Jas Gill

Director of Community Development

Original Signed by John Fortoloczky

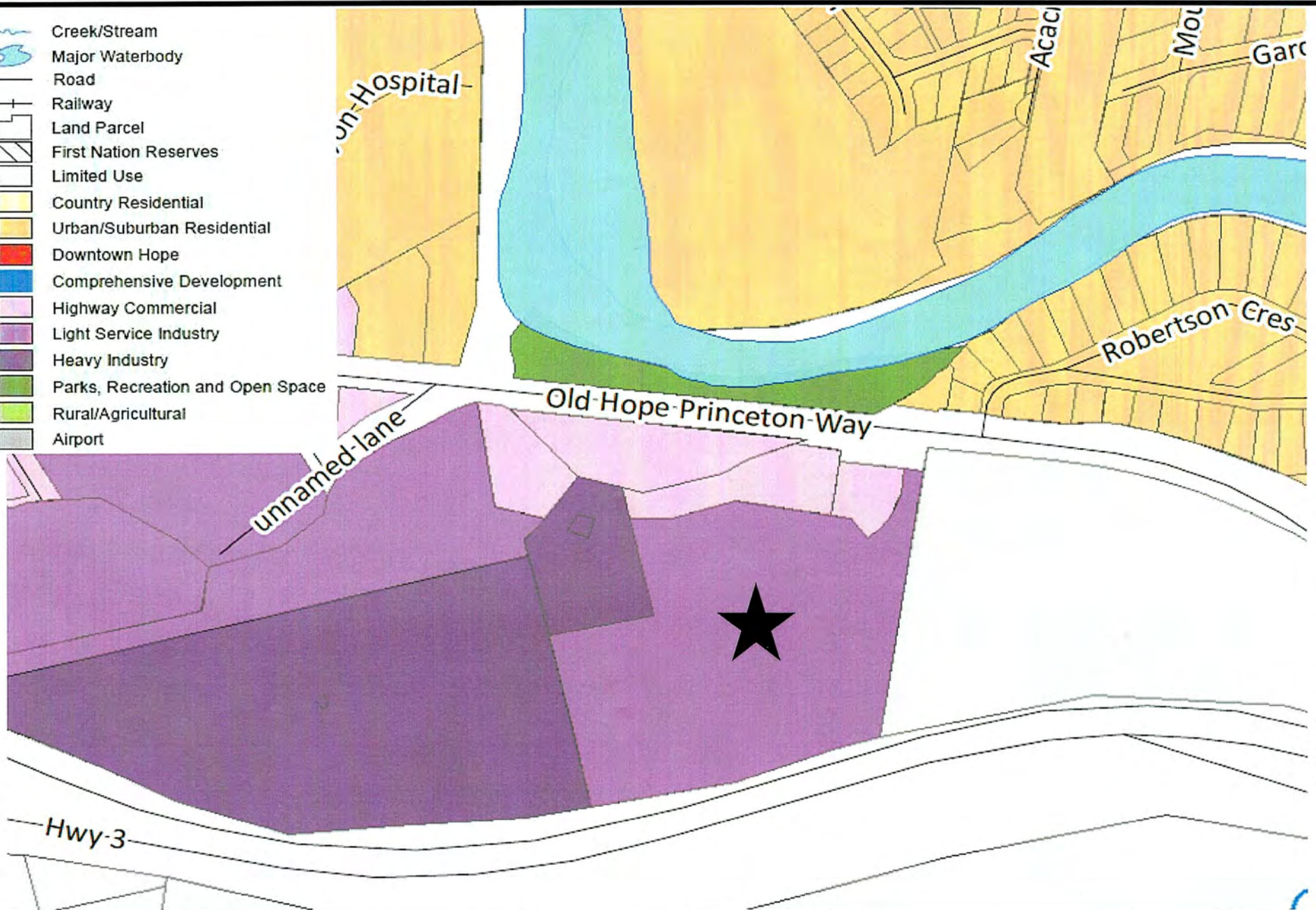
Chief Administrative Officer



910 Old Hope Princeton Way
Applicant: Limbco Holdings Ltd.

Location & Zoning Map Excerpt

-  Creek/Stream
-  Major Waterbody
-  Road
-  Railway
-  Land Parcel
-  First Nation Reserves
-  Limited Use
-  Country Residential
-  Urban/Suburban Residential
-  Downtown Hope
-  Comprehensive Development
-  Highway Commercial
-  Light Service Industry
-  Heavy Industry
-  Parks, Recreation and Open Space
-  Rural/Agricultural
-  Airport



910 Old Hope Princeton Way
Applicant: Limbco Holdings Ltd.

OCP Land Use Map Excerpt

10.1 SINGLE FAMILY RESIDENTIAL (RS-1) ZONE

10.1.1 PURPOSE

- .1 The purpose of this *zone* is to accommodate single detached *residential use* on land serviced by community water and sanitary sewer systems.

10.1.2 PERMITTED USES

- .1 The following *principal uses* and no others shall be permitted:
 - a) *One family residence*.
- .2 The following shall be permitted as *accessory uses*:
 - a) *Accessory buildings or structures*;
 - b) *Bed and breakfast*;
 - c) *Boarding*;
 - d) *Day care*;
 - e) *Home based business*;
 - f) *Preschool*.

10.1.3 CONDITIONS OF USE

- .1 There shall be no more than 1 *one family residence* on a *parcel*.
- .2 No side of a *one family residence* shall have an overall dimension of less than 6 metres (~20 feet) excluding additions and projections.
- .3 All *accessory buildings or structures* shall be subject to the Accessory Buildings and Structures General Regulations of this Bylaw.
- .4 A *bed and breakfast* shall be limited to 3 *sleeping units*.
- .5 *Boarding* of not more than 2 persons shall be permitted in a *one family residence*.
- .6 *Day care* as an *accessory use* shall be limited to no more than 8 children in care.
- .7 All *home based businesses* shall be subject to the Home Based Business Use Regulations of this Bylaw.

10.1.4 REQUIREMENTS FOR SUBDIVISION

- .1 The minimum *lot area* for a *parcel* created by *subdivision* shall be:
 - a) 460 square metres (~4,950 square feet) where there is a *community water system* and a *community sanitary sewer system* available to service the *parcel*; or
 - b) 925 square metres (~9,951 square feet) where there is either a *community water system* or a *community sanitary sewer system* but not BOTH available to service the *parcel*;

- c) 0.8 hectare (2 acres) where there is neither a *community water system* nor a *community sanitary sewer system* available to service the *parcel*.
- .2 The minimum *frontage* of a *parcel* shall be 10% of the perimeter of that *parcel* or 15 metres (~49.5 feet), whichever is greater:
 - a) In the case of where a *parcel* or the majority of a *parcel* fronts the bulb of a cul-de-sac road, the minimum *frontage* shall be 9 metres (~29.5 feet); or
 - b) In the case of *panhandle lots*, where the *panhandle access strip* shall be at least 6 metres (~20 feet) wide at all points and the *panhandle front lot line* shall approximate the required width of a regular *parcel* in this *zone*, at the discretion of the Approving Officer.
- .3 The minimum *depth* of a *parcel* shall be 30 metres (~98.4 feet).

10.1.5 SITE COVERAGE, BUILDING HEIGHT AND SETBACKS

- .1 *Site coverage*, *building height* and *setbacks* shall be provided in accordance with the following table:

Site Coverage, Building Height and Setbacks for Single Family Residential (RS-1) Zone

	Principal Building or Structure	Accessory Building or Structure
Maximum Site Coverage	Total 45% (see exception below **) (AM#1352)	
Maximum Building Height	10 metres (~33 feet)	5 metres (~16.5 feet)
Setback Required from:		
Front Lot Line	7.5 metres* (~25 feet)	7.5 metres* (~25 feet)
Rear Lot Line	4.5 metres (~15 feet)	1.5 metres (~5 feet)
Interior Side Lot Line	1.5 metres (~5 feet)	1 metre (~3.5 feet)
Exterior Side Lot Line	3.5 metres (~11.5 feet)	3.5 metres (~11.5 feet)

*In the case of *panhandle lots*, at the discretion of the Approving Officer 7.5 metres (~25 feet) from the *front lot line* or the outer most *lot line* of the *access strip*.

** Properties serviced by septic tank only shall have a maximum site coverage of 35%. (AM#1352)

10.1.6 OTHER REQUIREMENTS

- .1 All *off-street parking areas* and *off-street loading spaces* shall be provided in accordance with the Off-Street Parking and Loading Regulations of this Bylaw.

- .2 All *landscaping, screening* and *fences* shall be provided in accordance with the Landscaping, Screening and Fencing Regulations of this Bylaw.

10.1.7 SPECIAL REGULATIONS

- .1 N/A

This summary of the subject zone is provided as a quick reference for those seeking information about land use and development in Hope. While every effort has been made to ensure its accuracy, you are advised to consult the full text of the Zoning Bylaw, and other relevant documents, before optioning, buying, or selling land, or making financial commitments related to these matters.

12.2 LIGHT/SERVICE INDUSTRIAL (I-2) ZONE

12.2.1 PURPOSE

- .1 The purpose of this *zone* is to accommodate lands suited for light or service industrial *use* located south of Downtown Hope or in site specific locations along transportation routes, either within an enclosed *structure* or in an open area under conditions designed to minimize conflicts with surrounding areas.

12.2.2 PERMITTED USES

- .1 The following *principal uses* and no others shall be permitted:
- a) Auction sales and storage;
 - b) Beverage bottling and distribution;
 - c) Building supply and lumber yard;
 - d) Bulk fuel, heating oil and propane storage and distribution;
 - e) Car wash;
 - f) Cartage, delivery and moving service;
 - g) Cold storage plant and frozen food locker;
 - h) *Commercial vehicle storage*;
 - i) Equipment sales, service and rental;
 - j) Household and other small appliance sales and service;
 - k) Industrial operation involved in the processing, fabricating, assembling, storing, transporting, distributing, testing, servicing, repairing, wholesaling or warehousing of goods, materials and things;
 - l) Light manufacturing, including, without limiting the generality of the foregoing woodworking, metalworking and machine shops;
 - m) Log house construction;
 - n) Manufacturing and storage of pavement and concrete products;
 - o) *Mini-storage facility*;
 - p) Printing, publishing and allied trades;
 - q) Public works yard and related storage;
 - r) Recycling depot accepting, storing and processing solid waste products;
 - s) Towing operation and associated *vehicle storage*;
 - t) Truck terminal, bulk loading and storage facility;
 - u) *Truckstop*;
 - v) *Vehicle* sales or rental operation;
 - w) *Vehicle* service or repair including, without limiting the generality of the foregoing, body repair and painting;

LIGHT/SERVICE INDUSTRIAL

- x) *Veterinary clinic;*
- y) *Warehousing;*
- z) *Wholesaling providing for the selling of goods in relatively large quantities within a building to retailers for resale to consumers;*
- aa) *Workshop and yard for construction companies and trade contractors.*

.2 The following shall be permitted as *accessory uses*:

- a) *Accessory buildings or structures*, including, without limiting the generality of the foregoing, materials handling equipment, scales and storage *buildings*.
- b) *Commercial vehicle storage;*
- c) Office accessory to the operation of any of the *principal uses* permitted in this zone;
- d) *One family residence;*
- e) *Outdoor storage;*
- f) *Restaurant.*

12.2.3 CONDITIONS OF USE

- .1 All activities within this *zone* shall be carried out in accordance with the District of Hope Good Neighbour Bylaw No. 1240, 2008 as amended from time to time.
- .2 *Commercial vehicle storage* outside a *building* as a permitted *principal use* shall be limited to that part of the *parcel* surfaced with asphalt, concrete or similar hard surface and shall not exceed a total *site coverage* of 50%.
- .3 A *mini-storage facility* shall:
 - a) be completely enclosed within a *building*; and
 - b) have adequate on-site drainage works and shall not drain onto or create a drainage hazard for an adjacent *parcel*.
- .4 All individual storage units within a *mini-storage facility* shall have:
 - a) direct access at the ground level and a maximum interior height of 3.3 metres (~11 feet); and
 - b) a *floor area* of not less than 2.8 square metres (~30 square feet) and not more than 28 square metres (~301 square feet).
- .5 There shall be not more than 1 *one family residence* on a *parcel*.
- .6 No side of a *one family residence* shall have an overall dimension of less than 6 metres (~20 feet) excluding additions and projections.
- .7 Excluding a mini storage facility, the *one family residence* shall be located behind the *principal use*.
- .8 All *accessory buildings or structures* shall be subject to the Accessory Buildings and Structures General Regulations of this Bylaw.
- .9 An *accessory building or structure* for security personnel (watch person) shall not exceed a *floor area* of 20 square metres (~215 square feet).
- .10 An accessory office shall not exceed 25% of the *floor area* of the *principal uses* on the *parcel*.

LIGHT/SERVICE INDUSTRIAL

- .11 All *outdoor storage* shall be subject to the Outdoor Storage Landscaping, Screening and Fencing Regulations and the Outdoor Storage Use Regulations of this Bylaw.
- .12 The *floor area* of a *restaurant* as an *accessory use* shall not exceed 70 square metres (~753 square feet).

12.2.4 REQUIREMENTS FOR SUBDIVISION

- .1 The minimum *lot area* for a *parcel* created by *subdivision* shall be:
 - a) 930 square metres (~10,005 square feet) where there is a *community water system* and a *community sanitary sewer system* available to service the *parcel*; or
 - b) 0.4 hectares (~1 acre) where there is either a *community water system* or a *community sanitary sewer system* but not BOTH available to service the *parcel*; or
 - c) 1 hectare (~2.5 acres) where there is neither a *community water system* nor a *community sanitary sewer system* available to service the *parcel*.

12.2.5 SITE COVERAGE, BUILDING HEIGHT AND SETBACKS

- .1 *Site coverage, building height and setbacks* shall be provided in accordance with the following table:

Site Coverage, Building Height and Setbacks for I-2 Zone

	Principal Building or Structure	Accessory Building or Structure
Maximum Site Coverage	No Maximum	No Maximum
Maximum Building Height	12 metres (~39.5 feet)	12 metres (~39.5 feet)
Setback Required from:		
Front Lot Line	6 metres (~20 feet)	6 metres (~20 feet)
Rear Lot Line	3 metres (~10 feet)	3 metres (~10 feet)
Interior Side Lot Line	3 metres (~10 feet)	3 metres (~10 feet)
Exterior Side Lot Line	4.5 metres (~15 feet)	4.5 metres (~15 feet)

- .2 Where a *parcel* zoned Light/Service Industrial (I-2) adjoins or abuts a *parcel* in an Industrial Zone, the *rear lot line* or *interior side lot line setbacks* do not apply.
- .3 Where a Light/Service Industrial (I-2) Zone adjoins or abuts a Residential Zone, all *buildings and structures* in the I-2 Zone shall be *setback* a minimum of 7.5 metres (~25 feet) from the boundary of each *parcel* that adjoins or abuts in the Residential Zone.

LIGHT/SERVICE INDUSTRIAL

12.2.6 OTHER REQUIREMENTS

- .1 All *off-street parking areas* and *off-street loading spaces* shall be provided in accordance with the Off-Street Parking and Loading Regulations of this Bylaw.
- .2 All *landscaping, screening* and *fences* shall be provided in accordance with the Landscaping, Screening and Fencing Regulations of this Bylaw.

12.2.7 SPECIAL REGULATIONS

- .1 Bulk fuel, heating oil and propane storage and distribution *buildings* or *structures* shall be approved by the Fire Commissioner pursuant to the Fire Services Act and regulations thereto.

This summary of the subject zone is provided as a quick reference for those seeking information about land use and development in Hope. While every effort has been made to ensure its accuracy, you are advised to consult the full text of the Zoning Bylaw, and other relevant documents, before optioning, buying, or selling land, or making financial commitments related to these matters.

DISTRICT OF HOPE
BYLAW NO. 1543

A Bylaw to amend the District of Hope Zoning Bylaw No. 1324

WHEREAS pursuant to Section 479 of the *Local Government Act*, a local government may adopt a Zoning Bylaw;

AND WHEREAS the Council of the District of Hope deems it appropriate to amend Zoning Bylaw 1324, 2012 by rezoning a specific parcel of land;

NOW THEREFORE the Council of the District of Hope, in open meeting assembled, enacts as follows:

CITATION

1. This Bylaw may be cited for all purposes as the "***District of Hope Zoning Amendment Bylaw No. 1543, 2023***".

ENACTMENT

2. That a certain parcel of land situated in the District of Hope, British Columbia, and described as:

District Lot 3 YDYD Except: (1) Plans 6076, 14618, and 25232 (2) Shown Red on Plan A1529 (3) Part Lying Both North of Northerly Boundary of Plan H94 and South and East of Plan H610 (4) Plan 39120; PID 011-014-971; 910 Old Hope Princeton Way as shown on Schedule "A" attached to and forming part of this bylaw is hereby rezoned from Single Family Residential (RS-1) to Light/Service Industrial and the Zoning Map Schedule "B" of the District of Hope, Zoning Bylaw 1324, 2012 is hereby amended to reflect this rezoning.

Read a first time this XX day of XXXXX, 2023.

Read a second time this XX day of XXXXX, 2023.

Advertised in the Hope Standard Newspaper XXXXX XX, 2023 and XXXXX XX, 2023.

Public Hearing was held this XX day of XXXXX, 2023.

Read a third time this XX day of XXXXX, 2023.

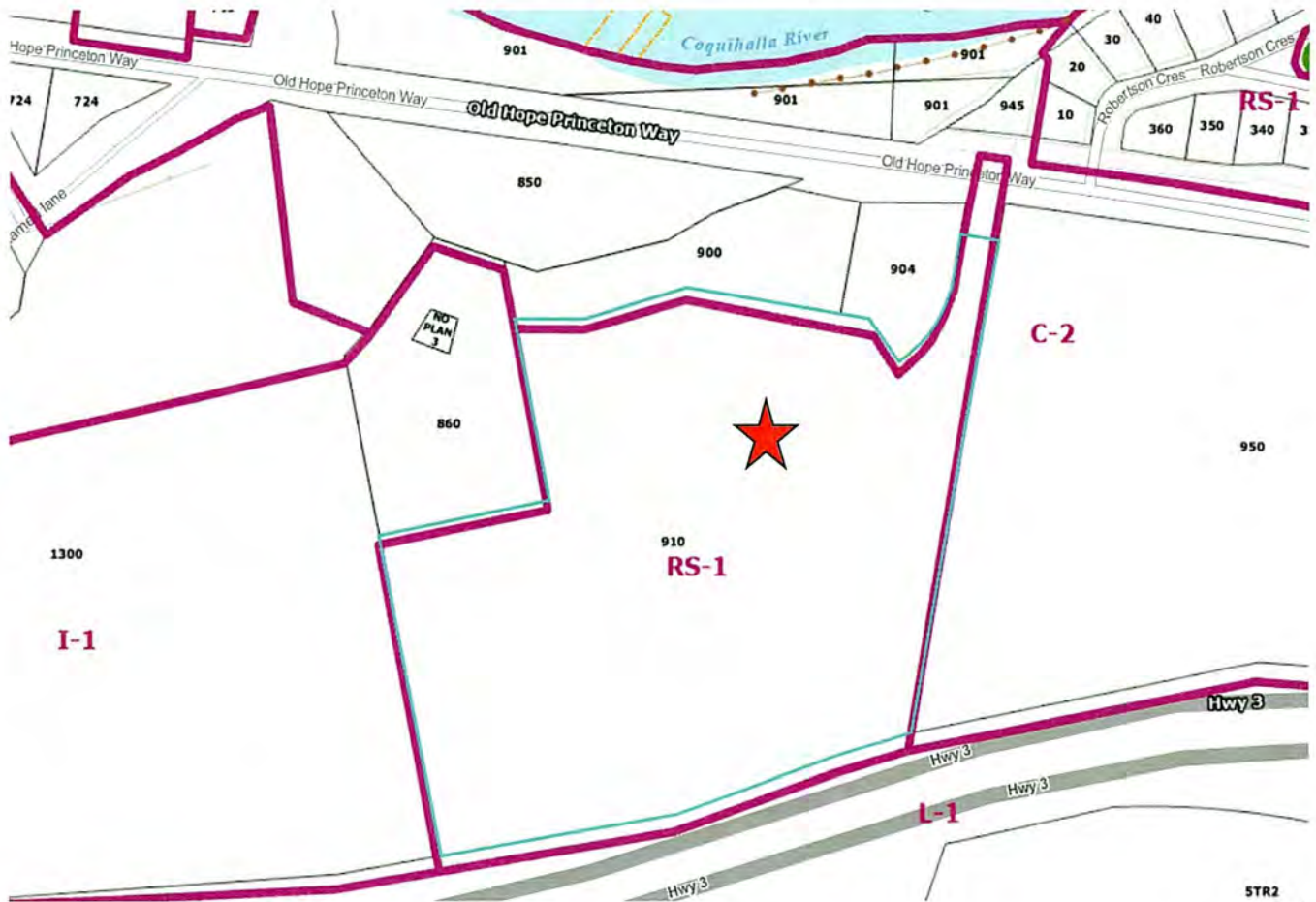
Received Ministry of Transportation & Infrastructure approval this XX day of XXXXX, 2023.

Adopted this XX day of XXXXX, 2023.

Mayor

Director of Corporate Services

**DISTRICT OF HOPE
BYLAW NO. 1543
SCHEDULE "A"
ZONING AMENDMENT MAP**



SUBJECT PROPERTY:



REZONED FROM:

SINGLE FAMILY RESIDENTIAL (RS-1)

TO:

LIGHT/SERVICE INDUSTRIAL (I-2)

This is Schedule "A" attached to and forming part of the "District of Hope Zoning Amendment Bylaw No. 1543, 2023"

Mayor

Director of Corporate Services



DISTRICT OF HOPE

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: January 16, 2023

FILE: LDP 40/22
Bylaw 1544, 2023

SUBMITTED BY: Jas Gill, Director of Community Development

MEETING DATE: January 23, 2023

SUBJECT:

**SITE SPECIFIC ZONING AMENDMENT FOR THE
NEIGHBOURHOOD PUBLIC HOUSE (C-4) ZONE
19974 SILVERVIEW ROAD, HOPE LOCAL HOUSE**

PURPOSE:

To obtain Council's approval for staff to proceed with the legislative process to amend the Neighbourhood Public House (C-4) zone to legally allow an additional site specific accessory use.

OPTION #1:

THAT District of Hope Zoning Amendment Bylaw No. 1544, 2023 be given first and second readings in order to allow the retail sale of cannabis as an accessory use on the site specific Neighbourhood Public House (C-4) zoned property legally described as Lot A Section 5 TWP 5 RGE 26 W6M YDYP Plan 25987; PID 005-283-027; 19974 Silverview Road; and,

FURTHER THAT the residents and the public be notified of the Public Hearing in accordance with the District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93, the *Local Government Act* and the *Community Charter*.

OR

OPTION #2:

THAT Council concurs with the Director of Community Development to not proceed with a site specific zoning amendment to allow for the retail sale of cannabis at 19974 Silverview Road due to the proximity of the subject property to an elementary school zoned P-2, required variances for parking, aisle widths and any other anticipated variances.

ANALYSIS:

- A. Staff's Position** - Staff does not support this application to amend the text of the Neighbourhood Public House (C-4) zone in order to allow the retail sale of cannabis on this property as staff feels this use at this location is not in the best interest of the community.

The retail sale of cannabis Bylaw 1443 was just adopted on May 9, 2022. All commercial zones were considered for the new use; however, only those zones that already permitted retail store use were chosen by Council. Those zones are:

DOWNTOWN COMMERCIAL (CBD) ZONE;
REGIONAL COMMERCIAL (C-3) ZONE; and
COMMERCIAL TRANSITION (C-5) ZONE.

These three zones are predominantly found in Hope proper (Hope Townsite) and also within adequate proximities to the RCMP detachment. The spirit of the bylaw is to have cannabis retailers to be established and further assess the overall community impact before considering expanding the use into other areas of the community like Silver Creek. Council should note; to date, there is only one cannabis retailer operating in the jurisdiction of Hope since September 2022 (5 months). There is a second site in the process of completing their building permit and a third to be considered for a license. The previous administration did not consider applying a moratorium on the number of retailers, but rather consider applications on a case-by-case basis.

Furthermore, proximity setbacks were factored into the regulations, specifically to safe guard minors from influence or access. This proposal would clearly be contrary to that safe guard. If this text amendment was approved, subsequent, variance(s) permit(s) would be required for the proximity setback from the Institutional (P-2) zone property to the east, the elementary school, to a relaxation of zero metres. The key perception from other municipalities, Provincial and Federal agencies is they all want to limit the exposure to minors. Permitting this text amendment would be precedence setting within our region.

Staff did advise the applicant that the application would get a non-support from staff. They were also advised, that staff would not reject an application for a text amendment, because it would go against democratic process and that they have a right to make a complete application. Sole approval authority for text amendments and Development Variance Permits is within Council's jurisdiction and not staffs. Therefore, it would be up to Council to decide if they support the merits of staff's non-support or move the application along.

Proposal – The application is to amend the text of the Neighbourhood Public House (C-4) zone in order to allow the subject property to permit a site-specific accessory retail sale of cannabis use meaning, this use would be applicable to this property and the associated address and legal description of the site. There is only one other property that is zoned C-4 in Hope and that is the former Gold Rush Pub site. If successful, subsequent variance applications would be required before a retail cannabis license application would be considered from the Liquor and Cannabis Regulation Branch (LCRB).

Background – The property subject property is zoned Neighbourhood Public House (C-4) and is operating as a Pub with a restaurant component with alcohol off sales. The Pub has been around before Hope became a District and when Highway 1 use to be Flood Hope Road.



Overall, the subject property is about 0.89 of an acre fronting on to Silverview Road and not Flood Hope Road. Currently, the fronting portion is under a different address and ownership. The 0.141 of an acre property addressed as 63737 Flood Hope Road is owned by Crown Provincial. Technically, the parking lot near Flood Hope Road is an encroachment and therefore, staff see that potential parking variance and aisle width requirements may be required in the future if this proposed use is considered. Council, should note staff are not concerned with the current operation.

Site Specific Amendment – Site specific amendments are now not new to the District of Hope. The previous administration did approve a site specific use to preserve an existing automotive repair shop in the downtown core. The application of the use would be in the accessory form citing the address and legal description of the property.

B. Official Community Plan Bylaw 1378

As per the Official Community Plan, the three questions to be consistently asked in all levels and types of decision are:

1. Does the development move Hope toward our vision and goals for success and sustainability? Is it aligned with our OCP objectives and policies?

The propose nets to two goal components for Land Use:

Goal 1: Land use and development contributes to Hope's:

- *Economic and community development.*

Goal 3: Hope's commercial areas:

- *Create jobs that contribute to the diversity and strength of the local economy;*

Due to the proximity to the school, the proposed may go against Community Health & Safety goal:

Goal 12: Hope provides services and public amenities that meet the health needs of people of all ages and abilities, and that encourage:

- *Healthy lifestyle choices;*

Please see the attached CAO's email to the former Administration from May 6th 2022. For context, Fraser Health reached out to the CAO regarding the potential adoption of the Retail Sale of Cannabis Bylaw 1443 and the concerns that they had.

2. Is it a flexible platform for future steps towards our vision, goals and objectives?
Not applicable.

3. Will it provide a good return on investment?
This would benefit the site.

C. Attachments:

- Zoning Map Excerpt
- OCP Land Use Map Excerpt
- Cannabis & Liquor Licencing Policy
- Letter from Business Owner dated November 7, 2022
- May 4th CAO's Email to Council about Fraser Health's concern with Bylaw 1443
- Neighbourhood Public House (C-4) Zone Excerpt
- Bylaw 1544, 2023

D. Property Information:

- | | |
|-----------------------------|--|
| 1) Civic Address: | 19974 Silverview Road |
| 2) Legal Description: | Lot A Section 5 TWP 5 RGE 26 W6M YDYD Plan 25987 |
| 3) PID Number: | 005-283-027 |
| 4) Current Zoning: | Neighbourhood Public House (C-4) |
| 5) Current OCP Designation: | Highway Commercial |

Prepared by:

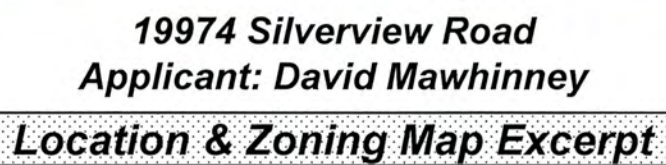
Approved for submission to Council:

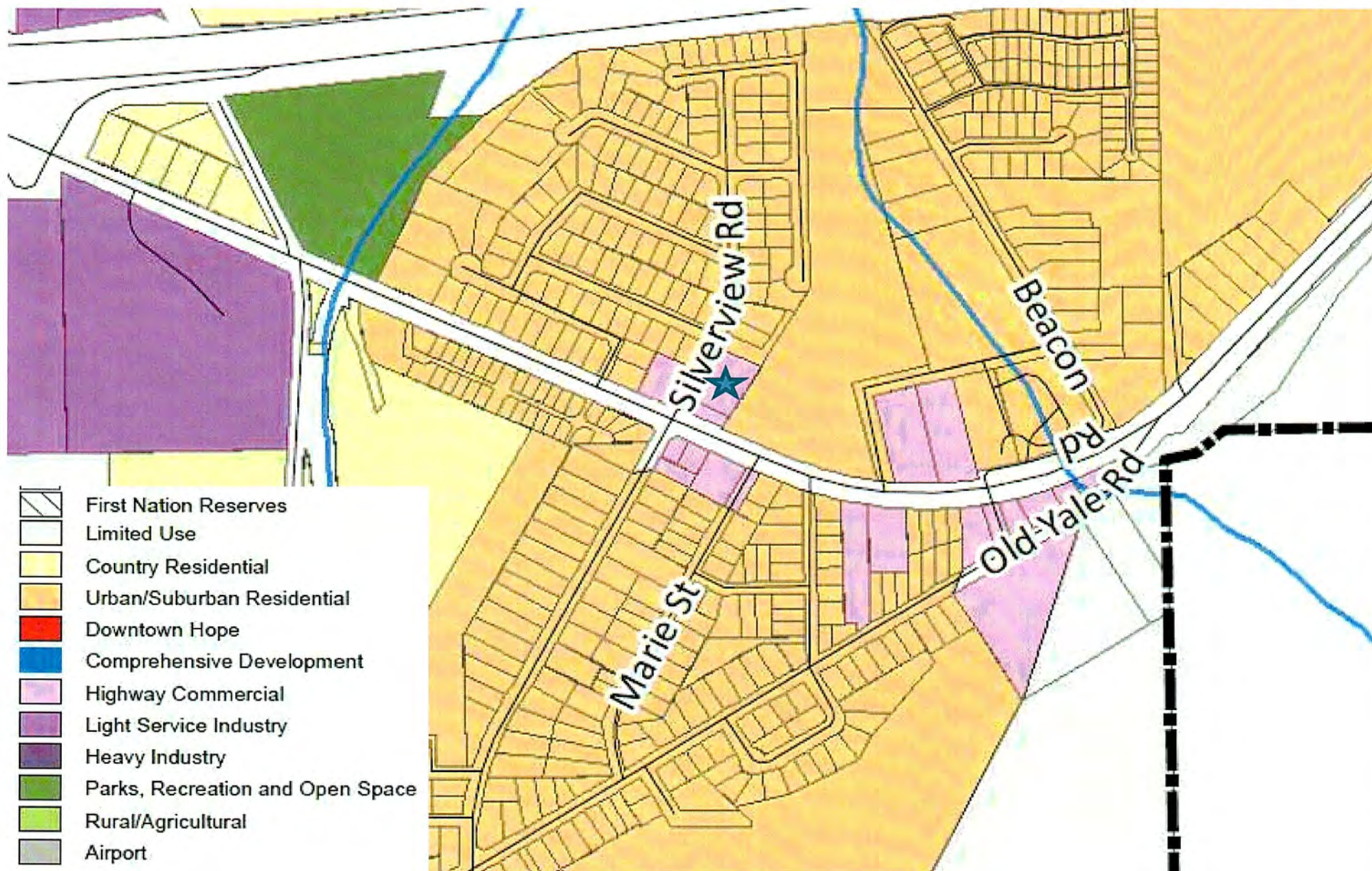
Original Signed by Jay Gill

Director of Community Development

Original Signed by John Fortoloczky

Chief Administrative Officer





19974 Silverview Road
Applicant: David Mawhinney

OCP Land Use Map Excerpt

Cannabis & Liquor Licencing Policy		
		
	Approval Date	2022-05-09
	Department Responsible	Community Development
	Authority	Legislative

Policy Purpose

This policy applies to local government resolutions required by the Province of British Columbia, Liquor & Cannabis Regulation Branch (LCRB), as amended from time to time. The LCRB portfolio is specific to the following types of licences:

- Cannabis Retail
- Liquor Primary, and
- Food Primary

The role of Local Government is to consider the impact of the license application on their community and provide comments, generally in the form of a resolution.

1. Policy Statement

The District of Hope recognizes the retail sale of cannabis, including authorized cannabis related products, as being a permissive activity and land use. The District also recognizes the liquor retail and consumption as being a permissive activity and land use. Both uses are subject to:

- a) Adherence to Federal and Provincial laws and regulations;
- b) Provincial licencing approval;
- c) Adherence to District bylaws and regulations; and
- d) District business licencing approval.

2. Retail Sale of Cannabis:

- a. The District's Zoning Bylaw permits the retail sale of goods including cannabis in certain commercial zones; however, despite the zoning of a property, the location of a retail store intending to sell cannabis must be approved by a Council resolution and Provincial approval.

- b. District Council will, at its discretion, consider approval or denial of a retail store intending to sell cannabis during its formal review of a cannabis retail licence application referred to the District by the Province of British Columbia.
- c. This policy is intended to serve as a guideline and does not bind District Council in its decision-making process.
- d. Application review procedures for cannabis retail stores are outlined in **Section 4** of this policy.
- e. The District deems the Federal and Provincial governments as being responsible for the monitoring and enforcement of its laws and regulations pertaining to cannabis retail sales.
- f. The District of Hope Zoning Bylaw No.1324, as amended from time to time, permits retail sale of cannabis expressively in the following zones:
 - **DOWNTOWN COMMERCIAL (CBD) ZONE;**
 - **REGIONAL COMMERCIAL (C-3) ZONE; and**
 - **COMMERCIAL TRANSITION (C-5) ZONE.**
- g. The site and location of the retail sale of cannabis shall be zoned correctly and subject to Zoning Bylaw 1324, Section 8, Use Regulations as amended from time to time. The retail sale of cannabis must meet the following property to property proximity setbacks:
 - 100 metres from both the Parks and Recreation (P-1) zone and Institutional (P-2) zone;
 - 100 metres from a Day Care holding a valid District of Hope Business Licence; and
 - 400 metres from an existing cannabis retailer.

IMPORTANT – A retail sale of cannabis application through the LCRB will be denied if the foregoing proximity setbacks are not able to be met. Proponents may consider applying for a Development Variance Permit prior to submitting application to the local government.

3. Liquor Primary, Food Primary and License Amendments:

- a. The District's Zoning Bylaw permits the sale of liquor, liquor primary & food primary establishments in certain commercial zones; the location of a proposed license, or an amendment of a license, may be approved by a Council resolution and Provincial approval.

- b. District Council will, at its discretion, consider approval or denial for a liquor license or amendment thereto during its formal review of an application referred to the District by the LCRB.
- c. This policy is intended to serve as a guideline and does not bind District Council in its decision-making process.
- d. Application review procedures for liquor licenses are outlined in **Section 4** of this policy.
- e. The District deems the Provincial government as being responsible for the monitoring and enforcement of its laws and regulations pertaining specifically to licenses.
- f. New Liquor Primary establishments must meet the property to property proximity setbacks of 46 meters (150 feet) from an Institutional (P-2) zone.

IMPORTANT – *A Liquor Primary establishment application through the LCRB will be denied if the foregoing proximity setback is not able to be met. Proponents may consider applying for a Development Variance Permit prior to submitting application to the local government.*

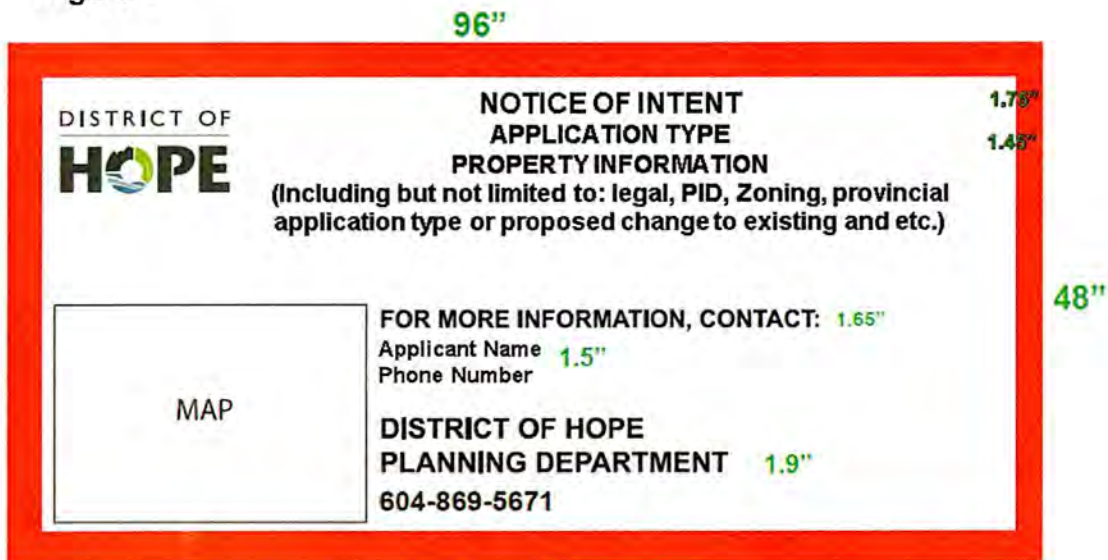
4. District Application Review Process:

- a. Applications shall be initiated with the LCRB. An application will be only considered received once the District has signed the local government authorization section of the LCRB application.
- b. All applicants must pay the associated fee(s) set out in the District's Fees and Charges Bylaw, as amended from time to time.
- c. District staff will assess the application and provide a written report to Council on whether or not the proposed site and location meets the criteria of this policy and/or associated bylaws. For Liquor licences, a community profile of established liquor licensed and capacities will be provided. Council under their authority can either deny the application, wish not to provide comment to the LCRB, or authorize staff to gather the views of the community.
- d. District staff will schedule a Hearing on the application that is open for public input. The applicant is expected to attend the Hearing in order to present the proposal and answer questions from Council and the public.
- e. The application proposal, the Hearing date, along with time and location will be advertised one-time in the weekly local newspaper at the applicant's cost. Notices of the Hearing and application proposal will be delivered to the applicant and to all persons who own, reside or operate a business on property within 50 m of the

proposed site of the LCRB application. Notices will be delivered at least 10 days prior to a scheduled Hearing.

- f. Signage will be posted on the property or building, visible from highway on which the lands front, at least 7 days prior to the scheduled Hearing. Signage shall include, intent, location, applicant and District contact information as shown on **Figure 1**. Final approval signage information and including size will be at the discretion of the District. Signage must be removed within 5 days following the Hearing.

Figure 1



If, after posting on the subject lands or building, the sign(s) is destroyed, vandalized, damaged or stolen, the Hearing process will not be affected.

Signs required under this policy shall not require a building/siting permit, however, all costs associated with the manufacture, installation and removal, and third-party liability insurance shall be the responsibility of the owner.

- g. Public input will be included on the agenda of the Hearing and form part of the record.
- h. Council will render its recommendation on the Provincial application with a formal resolution after and likely on the same date as the Hearing.
- i. Subsequent to the Council meeting, District staff will provide the Province with its recommendation (i.e. the Council resolution), the District staff report, written public input and a record of the input received at the Hearing on the application.
- j. Approval by way of proof of Province licensing is a key condition for issuance of a District Business Licence.

District of Hope
325 Wallace Street
Hope, BC
V0X 1L0

November 7, 2022

Dear Mayor Smith and Council Members of the District of Hope,

RE: ZONING AMENDMENT REQUEST - Civic address 19974 Silverview Road – Silver Chalice Pub
(otherwise known as Lot A, Section 5, Township 5, Range 26 West of the 6th Meridian Yale Division, Yale District Plan 25987) – Owner: David Mawhinney

The Silver Chalice Pub is requesting an amendment to *11.5.2 Permitted Uses* of the Neighbourhood Public House (C-4) Zone to allow the retail sale of cannabis in this site specific location.

Background:

The Silver Chalice Pub has been in operation for over 40 years. During this time, BC's very first beer and wine store was approved and opened at this location. This retail space, which has not been utilized in many years, is the perfect location in the Silver Creek area of Hope to open a legal retail cannabis store.

During its 40 year history, the Silver Chalice Pub (and beer and wine store) has had no significant problems to/in the community or surrounding area(s). Taking this information into consideration along with current retail cannabis research and data collection (including major city centres) indicates that the opening of a legal cannabis retail store in this location will not impact the safety of residents regardless of age, nor will it result in persons loitering on the premise or in the area, as cannabis retail stores must strictly adhere to extremely stringent government regulations, rules and security conditions of provincial licensing.

Other Considerations for Approval of the Amendment:

The legal cannabis retail store will have a minimum of 4 employees and will be tentatively open from 9 AM – 11 PM and has the potential to create more jobs and more revenue in this underserved area of the District of Hope. It will allow area residents more climate friendly access to purchase legal cannabis because the store will be in their local, growing neighbourhood and away from downtown. It will also provide additional security and safety measures *(over and above the already stringent provincial/municipal regulations that the Silver Chalice already has to adhere to)* in this neighbourhood as strict provincial/federal regulations are an absolute requirement for any cannabis store to receive approval to sell cannabis in BC.

Summary:

As a result of many months of research and data collection from various sources including municipalities/cities (e.g., the City of Vancouver), we have created a plan whereby we are confident that the operation of a stringently operated legal retail cannabis store in this particular location will be accomplished with the utmost of safety for the entire community being its first priority.

If you have any questions regarding this request, please contact me at 604-791-3670 or by email at [REDACTED]

Thank you for your consideration of this rezoning request.

[REDACTED]
David Mawhinney

RECEIVED

NOV 07 2022

DISTRICT OF HOPE

From: John Fortoloczky <cao@hope.ca>
Sent: May 4, 2022 11:44 AM
To: Council <Council@hope.ca>
Cc: Jas Gill <jgill@hope.ca>
Subject: ZONING AMENDMENT BYLAW 1443 - RETAIL SALE OF CANNABIS

Mr. Mayor, Councillors,

In regards to Zoning Amendment Bylaw 1443 that enables the retail sale of cannabis, Fraser Health wishes to provide you with the following recommendations in the attached document. This is very late in the game (received today) and as recommendations only, need not initiate a change on our part.. The only item indicated by Fraser Health regards the distance from places youth could gather. This recommendation is below:

Regulate siting and density of cannabis outlets

☐ **Retailers not to be within 600 meters of schools, recreation centres and other areas where youth frequent.**

As you are aware, the proposed Bylaw is in line with other BC communities. For your information.

Respectfully,
John

John Fortoloczky

J.E. (John) Fortoloczky MBA CD
Chief Administrative Officer
District of Hope
Tel. 604-869-5671
Fax. 604-869-2275
Cell. 604-869-1149
Email. cao@hope.ca



11.5 NEIGHBOURHOOD PUBLIC HOUSE (C-4) ZONE

11.5.1 PURPOSE

- .1 The purpose of this *zone* is to permit and regulate the establishment of neighbourhood pubs where the sale and consumption of liquor is a permitted *principal use*, outside the Downtown Commercial (CBD) Zone of Hope.

11.5.2 PERMITTED USES

- .1 The following *principal uses* and no others shall be permitted:
 - a) *Liquor primary use*;
 - b) *Restaurant*.
- .2 The following shall be permitted as *accessory uses*:
 - a) *Accessory buildings or structures*;
 - b) *One dwelling unit* accessory to any of the *principal uses* permitted in this *zone*.
 - c) *Restaurant*.

11.5.3 CONDITIONS OF USE

- .1 All *accessory buildings or structures* shall be subject to the Accessory Buildings and Structures General Regulations of this Bylaw.
- .2 A *dwelling unit* accessory to a *liquor primary use* or a *restaurant* shall be located within the same *building* as the *liquor primary use* or a *restaurant*.

11.5.4 REQUIREMENTS FOR SUBDIVISION

- .1 The minimum *lot area* for a *parcel* created by *subdivision* shall be:
 - a) 1,000 square metres (~10,760 square feet) where there is a *community water system* and *community sanitary sewer system* available to service the *parcel*; or
 - b) 0.4 hectares (~1 acre) where there is either a *community water system* or a *community sanitary sewer system* but not BOTH available to service the *parcel*; or
 - c) 1 hectare (~2.5 acres) where there is neither a *community water system* nor a *community sanitary sewer system* available to service the *parcel*.
- .2 The minimum *frontage* of a *parcel* shall be 10% of the perimeter of that *parcel* or 30 metres (~97.5 feet) is greater.

11.5.5 SITE COVERAGE, BUILDING HEIGHT AND SETBACKS

- .1 *Site coverage*, *building height* and *setbacks* shall be provided in accordance with the following table (AM#1352):

Site Coverage, Building Height and Setbacks for Neighbourhood Public House (C-4) Zone

	Principal Building or Structure	Accessory Building or Structure
Maximum Site Coverage	Total 30%	
Maximum Building Height	10 metres (~33 feet)	10 metres (~33 feet)
Setback Required from:		
Front Lot Line	7.5 metres (~25 feet)	7.5 metres (~25 feet)
Rear Lot Line	6 metres (~20 feet)	6 metres (~20 feet)
Interior Side Lot Line	6 metres (~20 feet)	6 metres (~20 feet)
Exterior Side Lot Line	6 metres (~20 feet)	6 metres (~20 feet)

11.5.6 OTHER REQUIREMENTS

- .1 All *off-street parking areas* and *off-street loading spaces* shall be provided in accordance with the Off-Street Parking and Loading Regulations of this Bylaw.
- .2 All *landscaping, screening* and *fences* shall be provided in accordance with the Landscaping, Screening and Fencing Regulations of this Bylaw.

11.5.7 SPECIAL REGULATIONS

- .1 Licensed liquor establishments and the retail sale of liquor shall be subject to and comply with the provisions of the Liquor Control and Licensing Act.

This summary of the subject zone is provided as a quick reference for those seeking information about land use and development in Hope. While every effort has been made to ensure its accuracy, you are advised to consult the full text of the Zoning Bylaw, and other relevant documents, before optioning, buying, or selling land, or making financial commitments related to these matters.

THE DISTRICT OF HOPE

BYLAW NO. 1544

A bylaw to amend the District of Hope Zoning Bylaw No. 1324, 2012

WHEREAS pursuant to Section 479 of the *Local Government Act*, a local government may adopt a Zoning Bylaw;

AND WHEREAS the Council of the District of Hope deems it appropriate to amend Zoning Bylaw No. 1324, 2012 by adding a specific use to a specific parcel of land;

NOW THEREFORE the Council of the District of Hope, in open meeting assembled, enacts as follows:

CITATION

1. This bylaw may be cited for all purposes as the ***“District of Hope Zoning Amendment Bylaw No. 1544, 2023”***.

ENACTMENT

2. That SECTION 11.0 COMMERCIAL ZONES, be amended as follows:

11.5 NEIGHBOURHOOD PUBLIC HOUSE (C-4) ZONE:

11.5.3 CONDITIONS OF USE

- .1 All *accessory buildings* or *structures* shall be subject to the Accessory Buildings and Structures General Regulations of this Bylaw.
- .2 A *dwelling unit* accessory to a *liquor* primary use or *restaurant* shall be located within the same *building* as the *liquor primary use* or a *restaurant*.
- .3 Despite Section 11.5.2 Permitted Uses, the retail sale of cannabis is permitted as an *accessory use* on Lot A Section 5 Township 5 Range 26 West of the 6th Meridian Yale Division Yale District Plan 25987; PID 005-283-027 also known as 19974 Silverview Road with a parcel size of 38768 square feet.

Read a first time this XX day of XXXXX, 2023.

Read a second time this XX day of XXXXX, 2023.

Advertised in the Hope Standard Newspaper XXXXX XX, 2023 and XXXXX XX, 2023.

Public Hearing was held this XX day of XXXXX, 2023.

Read a third time this XX day of XXXXX, 2023.

Received Ministry of Transportation & Infrastructure approval this XX day of XXXXX, 2023.

Adopted this XX day of XXXXX, 2023.

Mayor

Director of Corporate Services



DISTRICT OF HOPE

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: January 16, 2023

FILE: LDP 42/22

SUBMITTED BY: Jas Gill, Director of Community Development

MEETING DATE: January 23, 2023

SUBJECT: **APPLICATION FOR AN AMENDMENT TO THE TEMPORARY USE PERMIT ISSUED FOR 62870 FLOOD HOPE ROAD G & M LISKE DEVELOPMENTS**

PURPOSE:

To obtain authorization for staff to proceed with the statutory process to allow the District of Hope to modify the 2021 Temporary Use Permit issued for the property at 62870 Flood Hope Road.

RECOMMENDATION:

THAT Council approve the preparation of an amendment to the 2021 three year term Temporary Use Permit to allow for the third party storage and maintenance of equipment and construction material, the stowing of four (4) Modular Storage Units, the placement of two (2) construction offices, the placement of a five thousand (5000) square foot temporary shelter, and the placement of a recreational vehicle (for security purposes) on the property legally described as Lot 1 District Lot 53 and of Sec 6 TWP 5 RGE 26 W6M YDYD Plan KAP49703; PID 018-249-663; 62870 Flood Hope Road; and

FURTHER THAT in accordance with the Zoning Bylaw, Development Procedures Bylaw, the *Local Government Act* and the *Community Charter*, authorize staff to give notice to neighbouring property owners that Council will be considering the amendment of the 2021 Temporary Use Permit issued for the property at 62870 Flood Hope Road.

PUBLIC CONSULTATION:

An ad in the local newspaper and a mailed out notice to area residents will be conducted in accordance with the *Local Government Act* and the District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw and the District of Hope Zoning Bylaw.

ANALYSIS:

A. Rationale:

Although the current Rural (RU-1) zone of the property allows for gravel and rock sorting, screening and crushing and the primary processing of forestry products, it does not allow for third party storage. In preparation for the third party storage of equipment and construction related associated materials, the storage of Modular Storage Units (shipping containers, sea container, dry van trailers, cargo containers) and the placement of ATCO type office trailers on the land, the owner applied for a Temporary Use Permit.

In 2021, Council approved the issuance of a three year Temporary Use Permit for the property in order for a company associated with the pipeline works to store equipment and construction materials, place up to four Modular Storage Units, and put up to two construction offices on the property.

The pipeline contractor currently storing their equipment on the property has been repairing their equipment as needed on the site but is finding it challenging to do so in the seasonal elements. They have requested permission to erect a shelter on the property in order for the repairs to take place under cover. The contractor has yet to purchase a shelter building but the owner has assured the District that the building will not be greater than 5000 square feet. Additionally, due to vandalism on the property, the property owner has requested permission to place a recreational vehicle on the property to provide security.

It is not the intent to issue a new Temporary Use Permit for the site, rather it would be a text amendment to the TUP currently issued.

B. Official Community Plan (OCP) Bylaw 1378

As per the Official Community Plan, the three questions to be consistently asked in all levels and types of decision are:

1. Does the development move Hope toward our vision and goals for success and sustainability? Is it aligned with our OCP objectives and policies?

This development could net out two Commercial Land goals:

- *Contribute to the diversity and strength of the local economy; and*
- *Help to attract visitors to the community.*

2. Is it a flexible platform for future steps towards our vision, goals and objectives?

This platform is flexible and requires Council approval.

3. Will it provide a good return on investment?

From an economic development standpoint, the proposed will ensure that the new business can stay in the community.

C. Attachments:

- Location & Zoning Map
- OCP Land Use Map Excerpt

D. Property Information:

- | | |
|-----------------------|---|
| 1) Civic Address: | 62870 Flood Hope Road |
| 2) Legal Description: | Lot 1 DL 53 and Sec 6 TWP 5 RGE 26 W6M YDYD Plan KAP49703 |
| 3) PID Number: | 018-249-663 |
| 4) Current Zoning: | Rural (RU-1) |
| 5) OCP Designation: | Highway Commercial |

Prepared by:

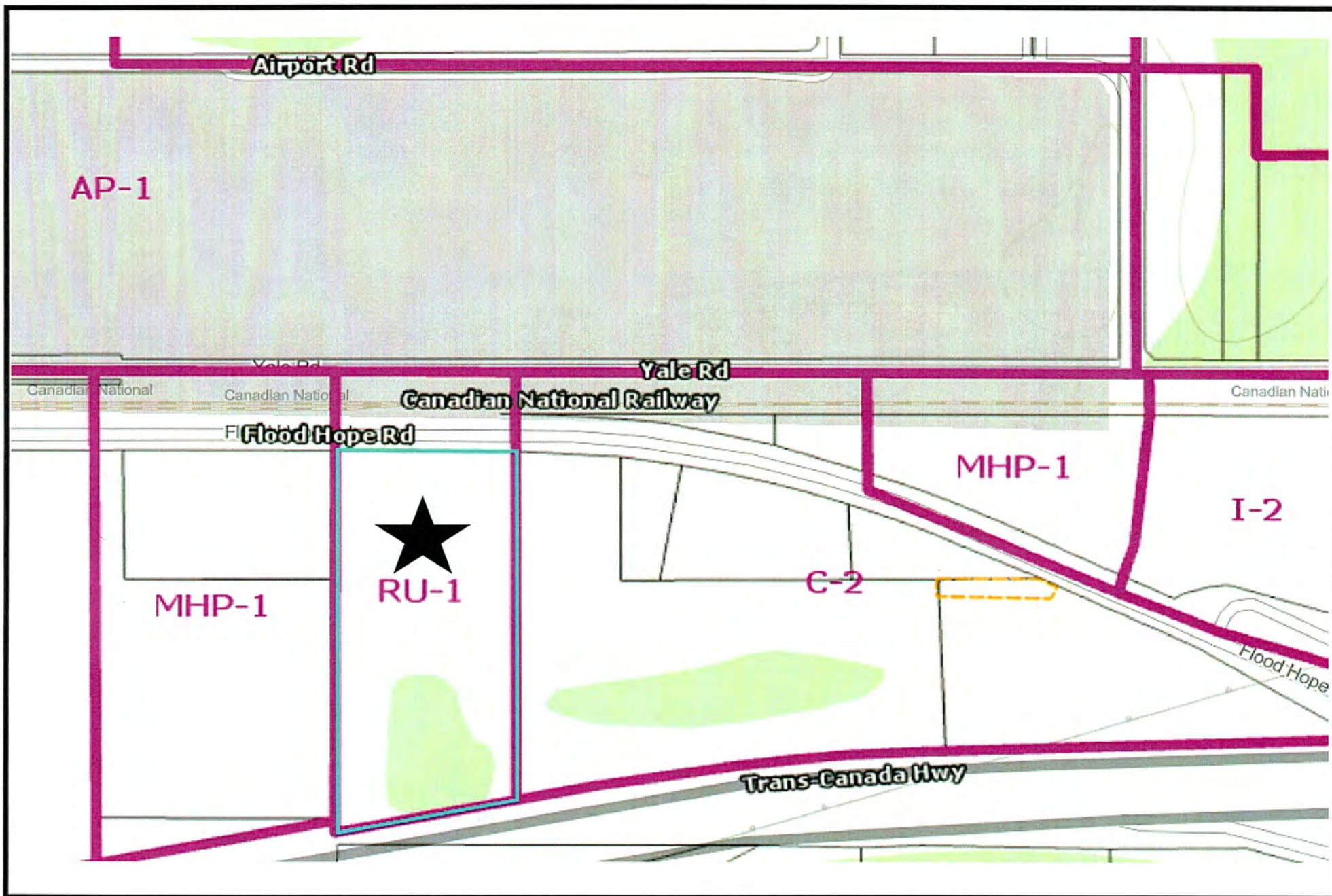
Approved for submission to Council:

Original Signed by Jas Gill

Director of Community Development

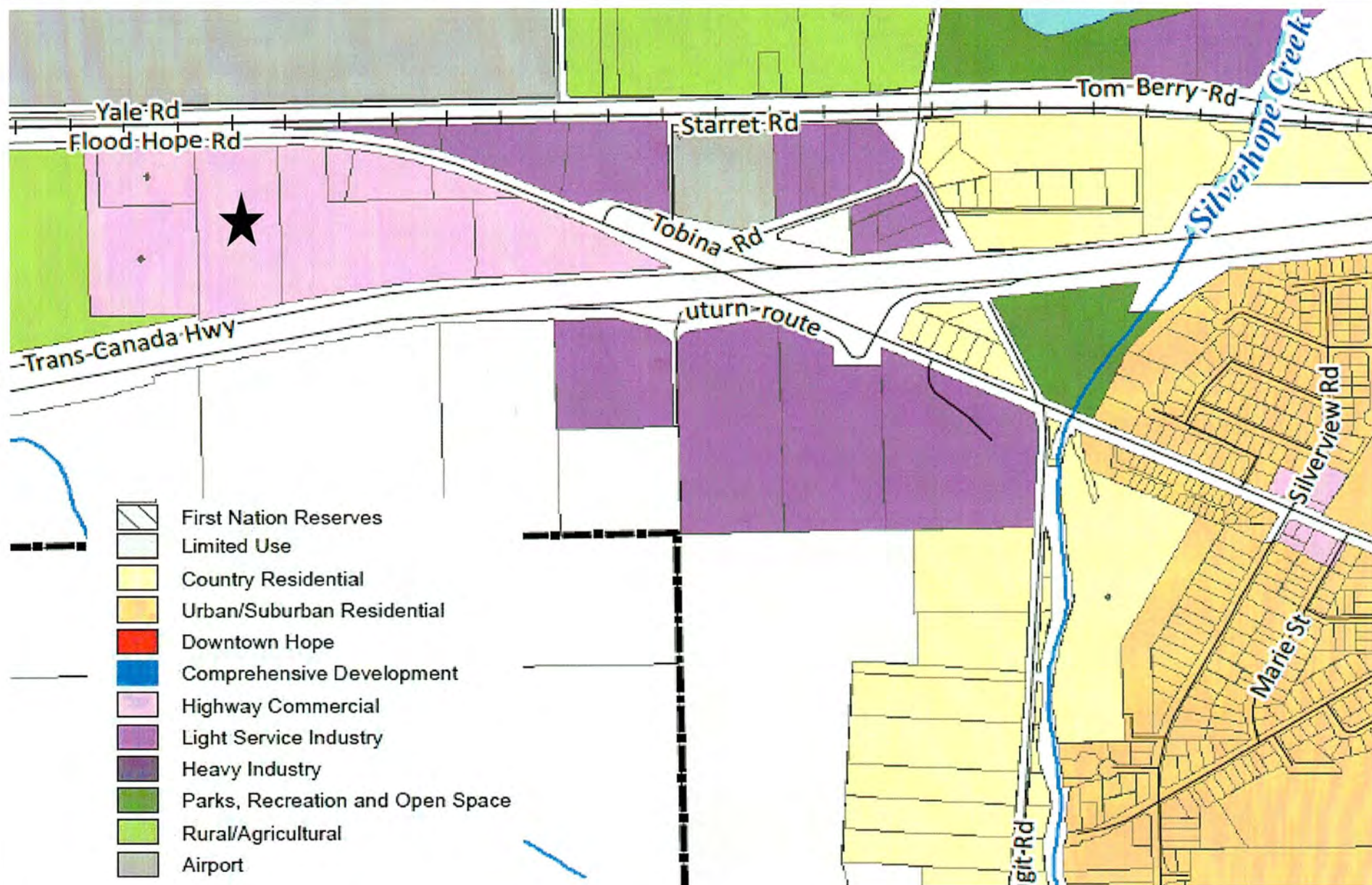
Original Signed by John Fortoloczky

Chief Administrative Officer



62870 Flood Hope Road
Applicant: G & M Liske Developments Ltd.

Location & Zoning Map Excerpt



62870 Flood Hope Road
Applicant: G & M Liske Developments Ltd.

OCP Land Use Map Excerpt

DISTRICT OF HOPE

BYLAW NO. 1542

A Bylaw to amend the District of Hope Zoning Bylaw No. 1324

WHEREAS pursuant to Section 479 of the *Local Government Act*, a local government may adopt a Zoning Bylaw;

AND WHEREAS the Council of the District of Hope deems it appropriate to amend Zoning Bylaw 1324, 2012 by rezoning a specific parcel of land;

NOW THEREFORE the Council of the District of Hope, in open meeting assembled, enacts as follows:

CITATION

1. This Bylaw may be cited for all purposes as the “***District of Hope Zoning Amendment Bylaw No. 1542, 2023***”.

ENACTMENT

2. That two certain parcels of land situated in the District of Hope, British Columbia, and described as:

Lots 9 & 10 Section 15 TWP 5 RGE 26 W6M YDYP Plan 33448; PID 002-494-311 and PID 003-195-384; 21636 and 21696 Thacker Mountain Road

as shown on Schedule “A” attached to and forming part of this bylaw is hereby rezoned from Single Family Residential (RS-1) to Two Family Residential (RT-1) and the Zoning Map Schedule “B” of the District of Hope, Zoning Bylaw 1324, 2012 is hereby amended to reflect this rezoning.

Read a first time this 9th day of January, 2023.

Read a second time this 9th day of January, 2023.

Advertised in the Hope Standard Newspaper January 13th and 20th, 2023.

Public Hearing was held this 23rd day of January, 2023.

Read a third time this XX day of XXXXX, 2023.

Received Ministry of Transportation & Infrastructure approval this XX day of XXXXX, 2023.

Adopted this XX day of XXXXX, 2023.

Mayor

Director of Corporate Services

**DISTRICT OF HOPE
BYLAW NO. 1542
SCHEDULE "A"
ZONING AMENDMENT MAP**



SUBJECT PROPERTIES: ★

REZONED FROM: SINGLE FAMILY RESIDENTIAL (RS-1)

TO: TWO FAMILY RESIDENTIAL (RT-1)

This is Schedule "A" attached to and forming part of the "District of Hope Zoning Amendment Bylaw No. 1542, 2023"

Mayor

Director of Corporate Services

1. Information Bulletin dated January 6, 2023 from the Ministry of Health re: B.C. renews use of emergency operation centres to support patients, hospitals.
2. Information Bulletin dated January 8, 2023 from the Ministry of Finance re: Health Employers Association of BC reaches tentative agreement with Ambulance Paramedics & Ambulance Dispatchers Bargaining Association under the Shared Recovery Mandate.
3. News Release dated January 9, 2023 from the Office of the Premier and the Ministry of Health re: Nurses receive support to join B.C.'s health system more quickly.
4. News Release dated January 10, 2023 from the Ministry of Public Safety and Solicitor General re: Results of B.C.'s cannabis engagement available in 'what we heard' report.
5. Information Bulletin dated January 10, 2023 from the Ministry of Attorney General re: King's Counsel appointments to be announced in spring.
6. News Release dated January 12, 2023 from the Ministry of Housing re: Record number of purpose-built rental homes registered in B.C. in 2022.
7. News Release dated January 12, 2023 from the Office of the Premier and the Ministry of Housing re: New fund will protect thousands of renters in B.C.
8. Information Bulletin dated January 13, 2023 from the Ministry of Health and the Office of the Provincial Health Officer re: Province provides update on respiratory illness season.
9. News Release dated January 16, 2023 from the Office of the Premier, the Ministry of Water, Land and Resource Stewardship and the Ministry of Housing re: New permitting strategy will help build homes faster.