

**THE CORPORATION OF THE CITY OF ENDERBY**

Minutes of a **Regular Meeting** of Council held on Monday, November 3, 2014 at 4:30 p.m. in the Council Chambers of City Hall

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Present: Mayor Howie Cyr  
Councillor Tundra Baird  
Councillor Brad Case  
Councillor Raquel Knust  
Councillor Beryl Ludwig  
Councillor Greg McCune  
Councillor Earl Shipmaker

Chief Administrative Officer – Tate Bengtson  
Deputy Administrative Officer – Barry Gagnon  
Chief Financial Officer – Jennifer Bellamy  
Assistant Corporate Officer and Planning Assistant – Kurt Inglis  
The Press and Public

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**APPROVAL OF AGENDA**

Moved by Councillor Shipmaker, seconded by Councillor Case that the agenda be approved as circulated.

Carried Unanimously

**ADOPTION OF MINUTES****Regular Meeting Minutes of October 20, 2014**

Moved by Councillor Baird, seconded by Councillor McCune that the minutes of the regular meeting of October 20, 2014 be adopted as circulated.

Carried Unanimously

**Public Hearing Notes of October 20, 2014**

Moved by Councillor Baird, seconded by Councillor McCune that the Public Hearing Notes of October 20, 2014 be adopted as circulated.

Carried Unanimously

**PUBLIC AND STATUTORY HEARINGS****PETITIONS AND DELEGATIONS****DEVELOPMENT MATTERS****0006-14-DVP-END**

Lot 1, District Lot 226, ODYD, Plan KAP75600 – 601 Bass Avenue

Applicant: Vanko Services Ltd.

Moved by Councillor Case, seconded by Councillor Baird that Council authorize the issuance of a Development Variance Permit for the property legally described as Lot 1, District Lot 226, Osoyoos Division Yale District, Plan KAP75600 located at 601 Bass Avenue to permit a variance to the following Section of the City of Enderby Zoning Bylaw No. 966, 1987:

403.1.a.i by leaving the western portion of the subject property's outside storage area free of screening.

Carried Unanimously

**BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS****BYLAWS – 3 Readings****Business License and Regulation Bylaw No. 1558, 2014**

A bylaw to regulate and license business

Moved by Councillor Ludwig, seconded by Councillor Case that Council gives three readings to Business License and Regulation Bylaw No. 1558, 2014; and

THAT Council gives notice of its intention to adopt Business License and Regulation Bylaw No. 1558, 2014 by posting notice at the public notice board at City Hall and provides an opportunity for persons who consider they are affected by the proposed bylaw to make representation to Council at its regular meeting on November 17, 2014.

Carried Unanimously

Municipal Ticketing Information (MTI) System Bylaw No. 1518, 2013 Amendment Bylaw No. 1559, 2014

Moved by Councillor Case, seconded by Councillor McCune that Municipal Ticketing Information (MTI) System Bylaw No. 1518, 2013 Amendment Bylaw No. 1559, 2014 be given three readings.

Carried Unanimously

Official Community Plan Revision Bylaw No. 1554, 2014

A bylaw to authorize the revision of Official Community Plan Bylaw No. 1549, 2014

The Chief Administrative Officer gave an overview of the purpose of the Official Community Plan and Zoning Bylaw Revision Bylaws.

Moved by Councillor Case, seconded by Councillor Knust that Official Community Plan Revision Bylaw No. 1554, 2014 be given three readings.

Carried Unanimously

Zoning Revision Bylaw No. 1556, 2014

A bylaw to authorize the revision of Zoning Bylaw No. 1550, 2014

Moved by Councillor Ludwig, seconded by Councillor Baird that Zoning Revision Bylaw No. 1556, 2014 be given three readings.

Carried Unanimously

Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1560, 2014

A bylaw to amend fees and charges for services and information

Moved by Councillor Ludwig, seconded by Councillor Knust that Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1560, 2014 be given three readings.

Carried Unanimously

Intermunicipal Emergency Operations Service Bylaw No. 1462, 2010 Amendment Bylaw No. 1561, 2014

A bylaw to amend Intermunicipal Emergency Operations Service Bylaw No. 1462, 2010

Moved by Councillor Case, seconded by Councillor Ludwig that Intermunicipal Emergency Operations Service Bylaw No. 1462, 2010 Amendment Bylaw No. 1561, 2014 be given three readings.

Carried Unanimously

Development Cost Charge Reserve Funds Expenditure Bylaw No. 1562, 2014

A bylaw authorizing the expenditure of money in the Development Cost Charge Storm Reserve Fund

Moved by Councillor McCune, seconded by Councillor Case that Development Cost Charge Reserve Funds Expenditure Bylaw No. 1562, 2014 be given three readings.

Carried Unanimously

Metered Water Rates Bylaw

Moved by Councillor Shipmaker, seconded by Councillor Knust that Council gives first reading to City Of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1557, 2014.

Carried Unanimously

Discussion:

- Councillor Shipmaker presented a new rate proposal based on a flat rate for single family homes of \$234 and a consumption rate of \$1.30 per m<sup>3</sup> over the base allocation. The consumption rate would be charged up to 900 m<sup>3</sup> which would be allocated between the billing periods. The 900 m<sup>3</sup> would increase by 100 m<sup>3</sup> each year to allow higher

usage properties to transition to the new rates. The CFO circulated a new bylaw based on these rates.

Moved by Councillor Shipmaker, seconded by Councillor Ludwig that Council gives second and third readings to the bylaw cited as City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1557, 2014 as amended.

Carried Unanimously

Moved by Councillor Shipmaker, seconded by Councillor McCune that any surplus realized from the consumption rate be returned to residents in the form of a rebate to the flat rate.

Carried Unanimously

Moved by Councillor Shipmaker, seconded by Councillor Ludwig that Council approves using the interest penalty system for overdue accounts at the rate established under Section 11(3) of the Taxation (Rural Area) Act.

Carried Unanimously

Moved by Councillor Case, seconded by Councillor Ludwig that Council directs staff to remove the sewer user rate and garbage fees from the property tax notice and include the fee on the utility billings.

Carried Unanimously

Moved by Councillor Baird, seconded by Councillor McCune that Council direct staff to develop a strategy for sending letters to properties with continuous and intermittent leaks. Critical elements of this strategy include:

- 1) Sending correspondence to the properties between billing periods, possibly every second month;
- 2) Having an escalating approach to correspondence to ensure that properties with continuous and intermittent leaks are taking the necessary steps to fix such leaks; and
- 3) Include critical information on the correspondence such as tips and information for identifying and fixing leaks as well as identifying key contacts within the community such as local plumbers.

Carried Unanimously

Moved by Councillor Knust, seconded by Councillor Shipmaker that Council direct staff to send utility bills to tenants, where this has been requested by the owner, and inter-period adjustments are not made for changes in tenancy.

Defeated

## **BYLAWS – 2 Readings**

### **Official Community Plan Revision Bylaw No. 1555, 2014**

A bylaw to revise an Official Community Plan

Moved by Councillor McCune, seconded by Councillor Shipmaker that Official Community Plan Revision Bylaw No. 1555, 2014 be given first and second reading.

Carried Unanimously

## **BYLAWS – Adoption**

### **City of Enderby Zoning Bylaw No. 1550, 2014**

Moved by Councillor McCune, seconded by Councillor Knust that City of Enderby Zoning Bylaw No. 1550, 2014 be adopted.

Carried Unanimously

## **REPORTS**

### **Councillor Case**

- Attended the Enderby Cliff's Volunteer Day and was only one of two volunteers who attended which was disappointing.

### **Councillor Ludwig**

- Attended the Regional Library meeting in Kelowna and three local Christmas Light-up meetings.

Councillor Shipmaker

- Attended the Mexican Night of the Dead puppet show at the Drill Hall which was a great performance, but the attendance was poor.

Councillor Baird

- Attended the Splat-sin-Enderby Joint Committee meeting where they reviewed the Enderby-Splat-sin Active Transportation Plan and made a recommendation that the Councils of both communities adopt the Plan.
- Attended the Chamber of Commerce's Lunch 'N Learn event.
- Looking forward to taking part in the All Candidates Forum at MV Beattie Elementary School on Wednesday.

Councillor McCune

- Attended the Ministry of Transportation & Infrastructure's meeting which was a good opportunity to pitch the City's wish list.

Councillor Knust

- Attended the Community Christmas Committee meeting with Councillors Baird and Case. The School will continue to decorate for Christmas behind City Hall again this year with the Fire Department hosting a bonfire. A live nativity scene and the candlelight walk will be at the forefront of the Christmas activities this year with the high school band taking part. The Enderby & District Community Resource Centre will be hosting a Breakfast with Santa event.

Mayor Cyr

- Attended the Hospital District meeting and the budget was approved. The topic of local representation on the Board was discussed.
- Also attended the Ministry of Transportation & Infrastructure meeting and noted that the Ministry seems to have a long-term plan which extends beyond their typical 10 year planning horizon.
- Attended the Emergency Management Board meeting and the topic of renewal was discussed.
- Will be meeting with staffers for the film 'Go With Me' shortly and the community can expect some exciting activity in the days to come.

Moved by Councillor McCune, seconded by Councillor Baird that the Enderby-Splat-sin Active Transportation Plan be forwarded to Murray Tekano of the Ministry of Transportation & Infrastructure along with a letter stating the City's desire to understand the Ministry's long term highway alignment plans.

RCMP Policing Activity Report – Q3

Moved by Councillor Baird, seconded by Councillor Knust that the report be received and filed.  
Carried Unanimously

RCMP Victims Assistance Report – Q3

Moved by Councillor Ludwig, seconded by Councillor Shipmaker that the report be received and filed.  
Carried Unanimously

**NEW BUSINESS**

Ray Brown and Clayton Castle EOCP Certifications – Memo from Chief Administrative Officer dated October 22, 2014

Moved by Councillor Case, seconded by Councillor Ludwig that the memorandum be received and filed.  
Carried Unanimously

Changes in Library Service Level at Enderby Branch – Correspondence from Okanagan Regional Library dated October 24, 2014

Moved by Councillor Ludwig, seconded by Councillor McCune that correspondence from the Okanagan Regional Library dated October 24, 2014 be received and filed.  
Carried Unanimously

Restorative Justice Society Request for Funding – Memo from Chief Financial Officer dated October 24, 2014

Moved by Councillor Case, seconded by Councillor McCune that the Restorative Justice Society's request for funding be declined.

Carried Unanimously

Heritage Commission and Heritage Conservation Section of Official Community Plan – Memo from Chief Administrative Officer dated October 26, 2014

Moved by Councillor Baird, seconded by Councillor Knust that Council send correspondence to the Enderby and District Heritage Commission thanking it for its commitment to the implementation of the heritage conservation objectives and policies of City of Enderby Official Community Plan Bylaw No. 1549, 2014; and

THAT Council refer the implementation of the heritage conservation objectives and policies of City of Enderby Official Community Plan Bylaw No. 1549, 2014 to 2015 budget deliberations.

Carried Unanimously

Heritage Commission Interpretive Sign Proposal – memo from Chief Administrative Officer dated October 26, 2014

Moved by Councillor Shipmaker, seconded by Councillor Baird that Council send correspondence to the Enderby and District Heritage Commission inviting it to report back to staff with unit costs for its Heritage Interpretive Sign Proposal; and

THAT Council refer the Heritage Interpretive Sign Proposal to 2015 budget deliberations.

Carried Unanimously

Digital Billboard Sponsorship Application – Anglican Church Women – memo from Assistant Corporate Officer and Planning Assistant dated October 28, 2014

Moved by Councillor Ludwig, seconded by Councillor Knust that Council approve the Anglican Church Women sponsorship application valued at \$1,000 in-kind.

Carried Unanimously

Digital Billboard Sponsorship Application – Enderby Volunteer Firefighters Association – Memo from Assistant Corporate Officer and Planning Assistant dated October 29, 2014

Moved by Councillor McCune, seconded by Councillor Ludwig that Council approve the Enderby Volunteer Firefighters Association sponsorship application valued at \$3,500 in-kind.

Carried Unanimously

Remembrance Day Road Closure Request – Memo from Chief Administrative Officer dated October 28, 2014

Moved by Councillor Case, seconded by Councillor Baird that Council receives and files the application as approved by staff.

Carried Unanimously

Okanagan Regional Library Request for Funding – Memo from Chief Financial Officer dated October 28, 2014

Moved by Councillor McCune, seconded by Councillor Case that Council refer the funding request for the Okanagan Regional Library to the 2015 budget deliberations and that the request for funding also be referred to the Regional District of North Okanagan and the Splatins.

Carried Unanimously

Enderby Community Christmas Committee – Request for Funding – Correspondence dated October 29, 2014

Councillor Ludwig noted that the Committee will no longer need to pay for sleigh rides, therefore only \$500 in funding is required.

Moved by Councillor Case, seconded by Councillor McCune that Council donate \$500 to the Community Christmas Committee.

Carried Unanimously

Upgrades to Mabel Lake Road – Copy of Correspondence to Ministry of Transportation and Infrastructure from Jim Suski

Moved by Councillor Ludwig, seconded by Councillor Baird that a letter of support for improvements to Mabel Lake Road and Enderby-Grindrod Road be sent to Mr. Suski and copied to Electoral Area F Director Jackie Pearse and the complainant.

Carried Unanimously

Christmas Office Closure – Memo from Chief Administrative Officer dated October 29, 2014

Moved by Councillor Ludwig, seconded by Councillor McCune that City Hall be closed from 4:30 p.m. on Wednesday, December 24, 2014 to 8:30 a.m. on Monday, January 5, 2015.

Carried Unanimously

Enderby-Splatsin Active Transportation Plan – Memo from Assistant Corporate Officer and Planning Assistant dated October 29, 2014

Moved by Councillor Knust, seconded by Councillor Case that Council adopt the Enderby-Splatsin Active Transportation Plan; and

THAT Council refer the high priority strategies identified in the Enderby-Splatsin Active Transportation Plan to staff for technical evaluation and report back to Council.

Carried Unanimously

### **PUBLIC QUESTION PERIOD**

Marilyn Wallis asked for clarification regarding whether the Splatsin water customers to the east are metered and how they are charged. The Chief Financial Officer stated that they are metered and gave an overview of how these users are charged for water.

### **CLOSED MEETING RESOLUTION**

Moved by Councillor Ludwig, seconded by Councillor Shipmaker that, pursuant to Section 92 of the *Community Charter*, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (d), (e), and (k) of the *Community Charter*.

Carried Unanimously

### **ADJOURNMENT**

The regular meeting reconvened at 5:55 p.m.

The following item was de-classified from confidential to non-confidential:

Purchase of 1307 Belvedere Street – Memo from Chief Financial Officer dated October 28, 2014

Moved by Councillor Shipmaker, seconded by Councillor Knust that Council approve the use of \$7,645.34 from the tax sale reserve to fund the purchase of approximately 80m<sup>2</sup> of property at 1307 Belvedere Street; and

THAT this matter be released from In-Camera.

Carried Unanimously

Moved by Councillor McCune, seconded by Councillor Case that the regular meeting adjourn at 5:56 p.m.

Carried Unanimously

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**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**