

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, September 28, 2015
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of September 8, 2015](#)

pg 3-8

3. PUBLIC AND STATUTORY HEARINGS

4. PETITIONS AND DELEGATIONS

[Boys and Girls Club](#) – Kirstie Blanleil, Director and Diane Entwistle, CEO
Re: Introduction of New CEO of B&G Club and Director of Northern Area;
re-establish relationship; B&G services information

pg 9

5. DEVELOPMENT MATTERS

6. BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

[Larsen Avenue Street Lighting](#) – Memo from Assistant Corporate Officer and
Planning Assistant dated September 16, 2015

pg 10-12

7. BYLAWS – Adoption

[2016 Tax Exemption Bylaw No. 1579, 2015](#)

A bylaw to exempt certain properties from taxation for the year 2016

pg 13-15

[Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1580, 2015](#)

A bylaw to amend Fees and Charges Bylaw

pg 16-21

BYLAWS – 3 Readings

[Bylaw Notice Enforcement Bylaw No. 1581, 2015](#)

A bylaw respecting the enforcement of bylaw notices in conjunction with the
Southern Interior Bylaw Notice Dispute Adjudication Registry

pg 22-36

8. REPORTS

[Mayor and Council](#)

[Building Permit Detail Report – August 2015](#)

pg 37

9. NEW BUSINESS

a. [Digital Billboard Sponsorship Application – St. Andrew's United Church](#)

pg 38-39

b. [Proposal for New Bus Shelters](#) – Memo from Chief Administrative Officer dated September 22, 2015

pg 40-45

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

Closed to the public, pursuant to Section 90 (1) (m) of the *Community Charter*

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Tuesday, September 8, 2015 at 4:30 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Brad Case
Councillor Roxanne Davyduke
Councillor Raquel Knust
Councillor Brian Schreiner

Chief Administrative Officer – Tate Bengtson
Deputy Chief Financial Officer – Barry Gagnon
Assistant Corporate Officer and Planning Assistant – Kurt Inglis
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

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

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of August 17, 2015

Moved by Councillor Schreiner, seconded by Councillor Knust that the minutes of the regular meeting of August 17, 2015 be adopted as circulated.

Carried

PETITIONS AND DELEGATIONS

Tolko Industries – Kyle Runzer and Harold Waters
Re: Forest Service Plan

The Enderby to Mabel Lake area was the focus of the presentation, with cut blocks in the Brash Creek watershed.

How they are regulated:

- Highly regulated under a number of jurisdictions – Forest Act, Foresters Act, and Forest and Range Practices Act.
- Now results based rather than government managed. The government sets goals/objectives and Tolko must comply – it's the law.
- Audits and checks are done.

Planning Process:

- Good forest planning is adhered to.
- Resource specialists and professionals are consulted and recommendations are implemented.

- They are carefully monitored and inspected.
- Silviculture (reforestation) – Newly planted forests are monitored and tended. “Free-Growing” forests are attained within 12 – 15 years at which time they go back to the province to manage.
- 3rd party audits and government monitoring is on-going.

Community Futures North Okanagan – Norm Metcalf and Leigha Horsfield

Re: Programs and Opportunities delivered by Community Futures

A brief background of their not-for-profit operations and the geographic area they service was presented. Services include:

- Employment Services – they partner with NEXUS in Enderby
- Business Services Support
- Economic Development Initiatives
- Employment Programs for Youth

Small Business Support:

- Starting Up:
 - Help with planning
 - Workshops
 - Self-employment services (income support)
 - “Enterprise Challenge” for new businesses
- Existing Business:
 - Coaching provided at no cost
 - Assistance in selling of a business (marketing strategies)
 - Programs and grants that may be available
 - Hiring and wage subsidies for employee training
- Loans:
 - Community Loan Fund assists with start-up costs, seasonal requirements, working capital, and expansion
 - 4H Youth Loans – learning processes where youth are given a loan for the purchase of an animal that they must care for and sell. Loan is re-paid with youth keeping any profit.

Economic Development:

- They partner with local governments and chamber of commerce
- New – working with manufacturing groups
- Tech initiatives – support for IT businesses
- YAA Fest (Youth Achievement and Appreciation Festival) – celebration of youth programs
- “Futures Game” – Very popular game for decision makers to see the impact of their decisions over 30 years. Useful way to understand the implications of decisions made today in a game format.
- Business Walks – the information gathered from small business in the community is invaluable. Community Futures is willing to partner with the city.

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

Enderby Business Walk – Memo from Assistant Corporate Officer and Planning Assistant dated September 1, 2015

Discussions:

- Get help from Community Futures volunteers.
- Have Chamber of Commerce help get the word out to their members.
- Follow-up with businesses is crucial
- Focus on Crime Watch initiative first (September) independently from Business Walk.

Moved by Councillor Schreiner, seconded by Councillor Case that the time period to conduct a Business Walk be the first available date after the UBCM Convention that is acceptable to Community Futures volunteers;

AND THAT the Chamber of Commerce and Community Futures be invited to participate as partners;

AND THAT Council endorse the *BC Business Counts – Business Walk Survey* as the preferred method for collecting information during the Business Walk.

Carried

BYLAWS – 3 Readings

2016 Tax Exemption Bylaw No. 1579, 2015

A bylaw to exempt certain properties from taxation for the year 2016

Moved by Councillor Case, seconded by Councillor Davyduke that 2016 Tax Exemption Bylaw No. 1579, 2015 be given three readings.

Carried

Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1580, 2015

A bylaw to amend Fees and Charges Bylaw

Moved by Councillor Knust, seconded by Councillor Schreiner that Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1580, 2015 be given three readings.

Carried

BYLAWS – Adoption

Parks, Recreation and Culture Fees Imposition Bylaw No. 1553, 2014 Revision Bylaw No. 1577, 2015

A bylaw to revise Parks, Recreation and Culture Fees Imposition Bylaw

Moved by Councillor Case, seconded by Councillor Davyduke that Parks, Recreation and Culture Fees Imposition Bylaw No. 1577, 2015 be adopted.

Carried

Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015

A bylaw to impose fees for providing recreation programs and facilities

Moved by Councillor Case, seconded by Councillor Davyduke that Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 be adopted.

Carried

REPORTS

Councillor Davyduke

- Interagency meeting
- Good job by Councillor Schreiner organizing the Friday Night Lights event.
- Chamber of Commerce meeting:
 - Website for RV Park being worked on
 - Presence at the Open Air Market
 - Good summer for the Ricer Ambassadors
 - Pool revenue is up over last year
 - Community Registration Day is September 10th
 - Ice will be in the arena on September 19th
 - Hosting the All-Candidates Forum on September 27th at Seniors Centre
 - River Days is September 28th
- Attended a Fire Training Centre policy meeting
- Took part in a Business Walk webinar

Councillor Knust

- FACT – Harvest Hut:
 - There has been an increase of product each month. So far, approximately 1 ton of produce has been distributed.
 - The wish list is growing – running water, bigger space, etc
 - Visits increased each month, particularly amongst senior sector. Over 600 visits so far.
 - 7 volunteers have contributed 152 volunteer hours since opening.
 - Any leftover produce is donated to the food pantry at the Resource Centre and to the senior program at Splatsin.
 - There will be a celebration meal for stakeholders and Volunteers on October 7th. Staff at Enderby and District Financial will be cooking the meal.
 - First West Financial has made a \$2,000 donation and Elmer Halvorson made a \$250 donation.
- Interagency meeting:
 - Survival guides have now been circulated.
 - There has been an increase in referrals.
 - There will be a Community Resource Fair this fall.

Mayor McCune

- RDNO – Eco-Depot location in Vernon is replacing the annual Fire Hall hazardous round up.
- Schools – met with both school principals.
 - MV Beattie is seeking clarity on maintenance responsibility for the trail.

- They are requesting signage to keep the public on the trail during school hours. Anyone on school grounds to observe student activities should report to the office first.
- Crime Watch:
 - Need to get started talking on-on-one with the business community.
 - Staff will assist by developing key speaking notes and “zone” areas to target and track.
 - Important to engage in conversation.
 - Work with the Chamber of Commerce to help communicate the initiative to their membership.
 - Encourage businesses to follow-up with the RCMP after a report has been filed.
- Community Calendar:
 - Councillor Shishido to be tasked with making entries onto the calendar. Councillors to communicate information to him.
 - The CAO reported that the Council internal calendar is all set up.
- Knight Street cross walk has still not been painted. The CAO will follow-up with MoTI.
- Roads – Howard and Brickyard intersection is in need of attention.
- Met with RCMP Constable and Splatsin. Splatsin issues and challenges are similar to ours.
- Community Foundation of North Okanagan 40th anniversary dinner is October 17th.

NEW BUSINESS

Cornerstone Garden Paved Path – Memo from Chief Administrative Officer dated August 18, 2015

Moved by Councillor Schreiner, seconded by Councillor Case that Council postpone the decision on paving the path at the Cornerstone Garden until the spring in order to monitor the functionality of the new gravel path, referring the matter to budget deliberations.

Carried

Opposed: Councillor Knust

Royal Canadian Legion – Correspondence dated August 18, 2015

Re: Thanksgiving Ham and Turkey Draw

Councillors are to confirm if they are able to attend by contacting the Legion by September 15th.

Road Projects for 2016 – Memo from Chief Administrative Officer dated August 26, 2015

Moved by Councillor Case, seconded by Councillor Schreiner that the objective for capital road projects in 2016 be the reconstruction of Cliff Avenue east of Highway 97A to the bridge.

Carried

Discussion:

- This choice will help breathe life into downtown core.
- This will have the most visual impact to the community.
- Business case to be presented regarding any underground servicing. Some servicing is in the alleys.

- Brickyard & Howard intersections and Brickyard onto Bass Ave are areas that also need addressing. If there are surplus funds remaining, they could possibly be directed to these areas.

Digital Billboard Sponsorship Application – Royal Canadian Legion

Moved by Councillor Knust, seconded by Councillor Davyduke that Council approve the digital billboard sponsorship application for the Royal Canadian Legion valued at \$8,400 in-kind.

Carried

Digital Billboard Sponsorship Application - Enderby and District Curling Club

Moved by Councillor Knust, seconded by Councillor Davyduke that Council increase the digital billboard sponsorship for the Enderby and District Curling Club from \$1,400 to \$7,000.

Carried

Municipal Insurance Association Voting Delegates – Memo from Chief Administrative Officer dated August 31, 2015

Moved by Councillor Knust, seconded by Councillor Davyduke that Councillor Brian Schreiner be appointed voting delegate and Councillors Brad Case and Roxanne Davyduke be appointed as alternate voting delegates to the Municipal Insurance Association of BC.

Carried

PUBLIC QUESTION PERIOD

None.

CLOSED MEETING RESOLUTION

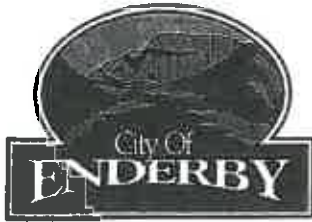
ADJOURNMENT

Moved by Brad Case that the regular meeting adjourn at 6:40 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda



REQUEST TO APPEAR AS A DELEGATION

On 28 09 2015
Day Month Year

Date of Request 09/09/2015

Name of Person Making Request KIRSTIE BLANLEIL

Name and Title of Presenter(s) KIRSTIE BLANLEIL - DIRECTOR
DIANE ENTWISTLE - CEO

Contact Information 250.542.3121 / 123

Details of Presentation INTRODUCTION OF NEW
CEO OF BFG CLUB & DIRECTOR OF NORTH AREA
RE-ESTABLISH RELATIONSHIP / BFG
SERVICES INFO.

Desired Action from Council (check all that apply)

- Information Only
- Proclamation
- Funding Request
- Road Closure
- Policy or Resolution

Please describe desired action in detail _____

Please attach any supporting documentation or presentation materials related to your delegation request.

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: September 16, 2015
Subject: Larsen Avenue Street Lighting

RECOMMENDATION

THAT Council postpones the consideration of installing street lighting along the eastern block of Larsen Avenue until its reconstruction;

AND THAT Council directs Staff to develop a policy related to neighbourhood-initiated improvement requests.

ALTERNATE RECOMMENDATION

THAT Council directs Staff to refer the attached quote to the City's engineer for design review, including analysis of conflict with existing underground infrastructure, and to obtain confirmation regarding probable cost;

AND THAT subject to no infrastructure issues and confirmation that probable cost is consistent with the attached quote, the City issues a Request for Proposals for the works as described;

AND FURTHER THAT Council allocates \$17,500.00 plus 25% engineering and contingency from prior years' surplus, in accordance with the proposal submitted by Jon Turpin.

BACKGROUND

At the March 16, 2015 Regular Council Meeting, Enderby residents Alyson Witts and Jon Turpin made a request for Council to fund the installation of street lighting along on the eastern block of Larsen Avenue. Council resolved that the installation of street lighting would be subject to receiving a petition demonstrating that the neighbourhood supported such lighting.

Two polls were conducted to gauge neighbourhood interest in the installation of street lighting along Larsen Avenue, one conducted by Jon Turpin and the other conducted by other residents of Larsen Avenue. The poll conducted by Jon Turpin resulted in 5 of the 13 affected properties voting 'yes' and 4 of the affected properties voting 'no' to the street lighting; the poll conducted by Claire and Dave Rosin resulted in 3 of the 13 affected properties voting 'yes' and 8 of the affected properties voting 'no' to the street lighting. Although there is a discrepancy between the numbers in the polls, it is certain that there is not unanimous support for the installation of street lighting in this area.

Furthermore, Jon Turpin engaged Goldcliff Electric to obtain a quote for the installation of three 100-watt LED street lights, including bases, trenching, conduit, and lawn and driveway repairs; the total costs came to \$17,378.55.

Given the limited support among affected properties owners for the installation of street lighting, Staff are recommending that Council does not proceed with the works at this time but instead postpones consideration of the matter until Larsen Avenue is reconstructed; having said that, the neighbourhood would always have the opportunity to come back to Council with a petition for a 'local area service' if opinions were to change over time (Section 216 of the Community Charter gives municipalities the authority to levy a property value tax and/or a parcel tax to recover all or part of the costs of a service provided within a local service area).

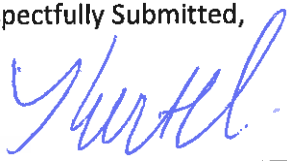
In addition, it is recommended that Council directs Staff to develop a policy related to neighbourhood-initiated improvement requests whereby the individual(s) making the request for particular amenities or services would be required to poll the affected property owners at the outset in order to clearly and consistently explain what is being requested, the costs involved, and determine if:

1. The neighbours are opposed;
2. The neighbours are in favour only if funded through general taxation; or
3. The neighbours are in favour if funded primarily through a local service tax.

Such a poll would help assess the strength of support among the beneficiaries for the proposal.

With regards to the alternate recommendation, given Staff's existing workload and the fact that it will take time for the City's engineer to review the proposal, it is likely that a Request for Proposals would not be issued until mid-2016.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

COST OF 3 LIGHTS
AT 52M SPACING

JOB DESCRIPTION:

LARSEN AVE ENDERBY
3 STREET LIGHTS



Attn: Casey Hoy
6545 Scott rd
Vernon BC V1H-1N7
Ph :250 549 4826
casey@cglcontracting.com

150 w is incorrect.
should be
100w.
No price difference

DATE

JULY27/15

ITEM DESCRIPTION

QTY UNIT PRICE TOTAL

Quote to supply 1-150 w street light (LED) Electrical service (Valid Mfg)	1	6591.00	\$6,591.00
Quote to supply 2 -150 w street lights (LED)	2	4980.00	\$9,960.00

Quote includes bases , trenching , rigid conduit, lawn & driveway repairs

street light spacing is calculated @ 52m for 150w lighting ,
29W ERL1 meets the local low specs according to the RP-8 and City of Ende
(section 6.2.1).

Layout design supplied :

James Cookson -Torbram Electric Salmon Arm 250 832 7790

Victor Cardoso- General Electric 1-604 317 2447

SUBTOTAL	\$16,551.00
GST	\$827.55
GRAND TOTAL	\$17,378.55

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1579

A bylaw of the Corporation of the City of Enderby to exempt certain properties from taxation for the year 2016.

WHEREAS Section 224 of the Community Charter provides that Council may by bylaw grant exemption from taxation of certain land or improvements or both;

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

- a. **Folio 208.0020.000** - Lot 1, Plan KAP67159, DL 150 [PID 024-819-310] [1104 Belvedere Street]. Registered Owner and Occupier - **Pioneer Place Society**
- b. **Folio 208.0023.022** - Lot A, Plan KAP54361, DL 150 [PID 023-025-930] [606 Stanley Avenue]. Registered Owner and Occupier - **Enderby & District Senior Citizens Complex**
- c. **Folio 208.0294.000** - Lot 3, Block 16, Plan KAP211A, DL 150 [PID 012-594-059] [PID 012-594-067] [1101 George Street]. Registered Owner and Occupier - **Enderby & District Senior Citizens Complex**
- d. **Folio 208.0607.007** - Lot 1, Plan KAP77756, DL 150, [PID 026-240-319] [708 Granville Avenue]. Registered Owner – **Provincial Rental Housing Corp.** Occupier – **Enderby Seniors Housing Society**
- e. **Folio 208.0590.500** - Lot 5, Plan KAP6406, DL 150 [PID 010-101-578] [507 Mill Avenue]. Registered Owner and Occupier - **Enderby Fraternal Hall Society**
- f. **Folio 208.0017.000** - Lot 30, Plan KAP211, DL 150 [PID 012-454-842] [909 Belvedere Street]. Registered Owner and Occupier - **Royal Canadian Legion Branch #98**
- g. **Folio 208.0298.000** - Lot 5, Block 16, Plan KAP211A, DL 150 [PID 005-363-195] [606 Regent Avenue]. Registered Owner and Occupier - **St Andrew's United Church – c/o Trustees**
- h. **Folio 208.0018.000** - Lot 31, Plan KAP211, DL 150 [PID 005-363-187] [1110 Belvedere Street]. Registered Owner and Occupier - **St Andrew's United Church – c/o Trustees**
- i. **Folio 208.0621.012** - Lot 1, Plan KAP28247, DL 150 [PID 004-603-320] [104 Meadow Crescent]. Registered Owner and Occupier - **Enderby Evangelical Chapel**
- j. **Folio 208.0113.100** - Lot Z, Plan KAP211A [PID 012-591-904] [706 Mill Avenue]. Registered Owner and Occupier - **Enderby Evangelical Chapel**

- k. **Folio 208.0358.004** - Lot 1, Plan KAP27530, DL 150 [PID 004-825-683] [602 Knight Avenue]. Registered Owner and Occupier – **Synod of the Diocese of Kootenay**
- l. **Folio 208.0356.000** - Lot 2, Plan KAP20377, Section 26, Township 18, Range 9, Meridian W6 [PID 003-932-150] [608 Knight Avenue]. Registered Owner and Occupier – **Synod of the Diocese of Kootenay**
- m. **Folio 208.0607.100** - Lot 1, Plan KAP10055, DL 150 [PID 009-593-764] [115 George Street]. Registered Owner and Occupier - **Enderby Jehovahs Witnesses**
- n. **Folio 208.0618.200** - Lot 1, Plan KAP12491, DL 150 [PID 009-422-323] [1406 George Street]. Registered Owner and Occupier - **Roman Catholic Bishop of Kamloops**
- o. **Folio 208.0269.100** - Lot 4, Block 14, Plan KAP211A, DL 150 [PID 009-553-479 & PID 012-593-851] [907 George Street]. Registered Owner - **172965 Canada Limited c/o Imperial Oil Limited**. Occupier - **The Corporation of the City of Enderby** (Parking lot behind City Hall)
- p. **Folio 208.0492.000** - Lot 1, Block 3, Plan KAP920, DL 150 [PID 009-974-148] [208 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby Drill Hall Committee** (Drill Hall)
- q. **Folio 208.0493.000** - Lot 2, Block 3, Plan KAP920, DL 150 [PID 009-974-164] [206 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby Drill Hall Committee** (Drill Hall Parking Lot)
- r. **Folio 208.0494.000** - Lot 3, Block 3, Plan KAP920, DL 150 [PID 009-974-083] [204 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier - **Enderby Drill Hall Committee** (Drill Hall Parking Lot)
- s. **Folio 208.0270.000** - Lot 2, Block 14, Plan KAP211A, DL 150 [PID 012-593-877 & PID 012-593-842] [903 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby & District Community Museum Society**
- t. **Folio 208.0512.020** - Lot 3, Plan KAP58637, DL 150 [PID 023-681-209] [112 Kildonan Avenue]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby & District Chamber of Commerce** (Riverside Park, Bathhouse & Residence)
- u. **Folio 208.0602.000** - Lot 2, Plan KAP211B, DL 149 [PID 012-826-901, PID 012-826-910 & PID 012-826-928] [700 Railway Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby & District Chamber of Commerce** (Information Centre)

2. The term of the exemptions shall be for one year and shall be reviewed on an annual basis.
3. This bylaw may be cited as the **“City of Enderby 2016 Tax Exemption Bylaw No. 1579, 2015”**.
4. **“City of Enderby 2015 Tax Exemption Bylaw No. 1551, 2014”** is hereby repealed.

READ A FIRST TIME this day of , 2015;

READ A SECOND TIME this day of , 2015;

READ A THIRD TIME this day of , 2015;

RECONSIDERED & ADOPTED this day of , 2015.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1580

A BYLAW TO AMEND FEES AND CHARGES BYLAW NO. 1479, 2010

WHEREAS Council of the City of Enderby has adopted "The City of Enderby Fees and Charges Bylaw No. 1479, 2010";

NOW THEREFORE Council of the City of Enderby, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the "The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1580, 2015".
2. Schedules "3", "4" and "9" of the "City of Enderby Fees and Charges Bylaw No. 1479, 2010" are deleted and Schedules "3", "4" and "9" attached to and forming part of this bylaw are substituted therefore.

READ a FIRST time this 8th day of September, 2015.

READ a SECOND time this 8th day of September, 2015.

READ a THIRD time this 8th day of September, 2015.

ADOPTED this day of , 2015.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE 3

SEWER USER FEES

Administered through the Sanitary Sewer Regulation Bylaw

DESCRIPTION	PER	MINIMUM CHARGE
APARTMENT	Unit	260.15
BAKERY	Unit	432.48
BARBER	Chair	148.19
BEAUTY	Chair	148.19
BODY SHOP	Unit	519.18
BED & BREAKFAST	Unit	163.36
BUTCHER SHOP	Unit	381.43
CAMPGROUND - TENT SPACE	Unit	42.45
CAMPGROUND - RV HOOKUP	Unit	86.05
CAMPGROUND - SANI DUMP	Unit	356.90
CARWASH (RECYCLABLE)	Stall	464.28
CARWASH (NON-RECYCLABLE)	Stall	795.33
CHURCH	Unit	260.15
CURLING RINK	Unit	1,266.14
DAYCARE	Unit	379.22
DENTAL OFFICE	Unit	332.17
DUPLEX /TRI-PLEX	Unit	294.33
GARAGE	Unit	450.19
HEALTH/FITNESS	Unit	242.79
HOSPITAL	Bed	173.70
HOTEL/MOTEL	Unit	163.60
HOTEL/MOTEL WITH POOL (FILTERED)	Unit	129.66
HOTEL/MOTEL WITH POOL (UNFILTERED)	Unit	260.15
INDUSTRY (1-5 PEOPLE)	Unit	280.77
INDUSTRY (EACH ADDITIONAL PERSON)	Person	27.40
LAUNDROMAT	Washer	163.60
LODGING/BOARDING HOUSE	Unit	201.44
MEDICAL CLINIC	Unit	356.90
MILL	Unit	409.07
OFFICE (0-2000 SQUARE FEET)	Unit	115.57
OFFICE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	14.43
POOL	Unit	2,180.35
PUBLIC HALLS	Unit	228.85
RECREATION HALL	Unit	190.04
RESTAURANT (1-10 SEATS)	Unit	236.01
RESTAURANT (EACH ADDITIONAL SEAT)	Seat	14.43
SCHOOL	Class	191.16
SINGLE FAMILY DWELLING	Unit	270.68
SINGLE FAMILY DWELLING WITH SECONDARY SUITE	Unit	378.93
SKATING RINK	Unit	2,180.35
STORE (0-1000 SQUARE FEET)	Unit	148.19
STORE (EACH ADDITIONAL 1000 SQUARE FEET)	Unit	45.98
STRATA/CONDO	Unit	260.15

Charges will be allocated amongst the number of billing periods in the year.

Where payment is not made on or before the due date established by the Chief Financial Officer for each billing period there shall be payable a penalty of three (3%) percent on the total balance outstanding.

SERVICE CONNECTIONS

- a) 100mm = dia. Sanitary Service At actual cost with minimum \$750.00 charge
- b) Greater than 100mm dia. Sanitary Service or any connection requiring asphalt or rock removal At Cost
- c) Robinson-Vetter on the Knoll sub-division Actual Fee \$750.00

SCHEDULE 4 WATER FEES

Administered through the Water and Sprinkling Bylaw

USER FEES

Metered Rates

	Flat Rate / Period	Consumption Rate / Period
A. Single Family Residential		
Jan-Apr / Sep-Dec	\$ 78.00	\$ 1.30 / m ³ over 45 m ³ to 225* m ³
May - Aug	\$ 78.00	\$ 1.30 / m ³ over 90 m ³ to 450* m ³
B. Single Family Residential with Legalized Suite		
Jan-Apr / Sep-Dec	\$ 108.35	\$ 1.30 / m ³ over 70 m ³ to 312* m ³
May - Aug	\$ 108.35	\$ 1.30 / m ³ over 110 m ³ to 625* m ³
C. Strata Residential		
Jan-Apr / Sep-Dec	\$ 62.85	\$ 1.30 / m ³ over 35 m ³ to 180* m ³
May - Aug	\$ 62.85	\$ 1.30 / m ³ over 75 m ³ to 360* m ³
Irrigation:		
Metered		\$ 1.30 / m ³
Non-metered		\$ 1.30 / m ³ based on estimated volume
D. Multi Family Residential		
Jan-Apr / Sep-Dec	\$ 62.85	\$ 1.30 / m ³ over 35 m ³ to 180* m ³
May - Aug	\$ 62.85	\$ 1.30 / m ³ over 75 m ³ to 360* m ³
E. Business / Industrial	\$ 32.95	\$ 1.30 / m ³ over 24 m ³ to 60 m ³ \$ 0.50 / m ³ over 60 m ³
F. Business / Industrial with Residential	\$ 49.25	\$ 1.30 / m ³ over 35 m ³ to 60 m ³ \$ 0.50 / m ³ over 60 m ³

G. Institutional / Civic	\$ 32.95	\$ 1.30 / m ³ over 24 m ³ to 60 m ³ \$ 0.50 / m ³ over 60 m ³
Irrigation on separate meter		\$ 0.50 / m ³
H. Agricultural**		
Properties with single family residential		
Jan-Apr / Sep-Dec		\$ 0.50 / m ³ over 45 m ³
May - Aug		\$ 0.50 / m ³ over 90 m ³
Land only		
Jan-Apr / Sep-Dec		\$ 0.50 / m ³
May - Aug		\$ 0.50 / m ³ Irrigation

* Amount to increase by 25 m³ in the Jan - Apr and Sep - Dec periods and by 50 m³ in the May - Aug period each year.

**Agricultural rates are only applicable to properties classified as a "Farm" property by BC Assessment and are located within the City limits.

Non-Metered Rates

- Where metering is not possible, consumption is based on the average usage for the same property class.
- Where metering is possible, but refused, an annual flat rate fee of \$726.40 will apply.
- For properties located out of town, an out of town parcel tax of \$291.60 will apply.

Where payment is not made on or before the due date established by the Chief Financial Officer for each billing period there shall be payable a penalty of three (3%) percent on the total balance outstanding.

MISC. CHARGES

Connection Charge

Size	Replace Existing Connection	New Connection
19mm	At cost with minimum \$275 charge	At cost with minimum \$275 charge
Robinson-Vetter Subdivision on Knoll	N/A	Actual \$275 charge
25mm	At cost with minimum \$300 charge	At cost with minimum \$300 charge
32mm and larger	At cost with minimum \$900 charge	At cost with minimum \$900 charge

Meter Installation

At cost with deposit of \$900.00

Failure or Refusal to Have a Water Meter Installed

\$750 over and above the cost of the water meter for the installation of the chamber plus any additional costs that pertain to installing the water meter outside the building.

Meter Reading Request

Per request \$25.00.

Hydrant Use

Water Usage

Application fee	\$50.00
Fee per day or part thereof*	\$50.00
Water Wrench Deposit.....	\$35.00

* Daily hydrant use fee shall not apply to a contractor retained by the City for City business.

Supply of Water to Vendors for Resale

Annual charge	\$1,000
Volume charge per 4,500 litre	\$ 2.20

Turn-On Turn-Off

Turn-Off for discontinuance of service	\$50.00
Turn-Off for temporary repairs	\$50.00
Turn-On	\$25.00

Note: No credit or rebate of charges paid or payable for the current calendar year will be granted following the cessation of service.

SCHEDULE 9

GARBAGE COLLECTION

The following rates shall be paid for the garbage collection and disposal and processing under the terms of this bylaw:

Garbage Collection:

- a) Garbage Collection: \$91.00 per residential premise per annum
- b) "Residential Garbage Collection" sticker: \$1.50 per sticker

Charges will be allocated amongst the number of billing periods in the year.

Where payment is not made on or before the due date established by the Chief Financial Officer for each billing period there shall be payable a penalty of three (3%) percent on the total balance outstanding.

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: September 22, 2015
Subject: Bylaw Notice Enforcement Bylaw No. 1581, 2015

RECOMMENDATION

THAT Council gives three readings to The Corporation of the City of Enderby Bylaw Notice Enforcement Bylaw No. 1581, 2015;

AND THAT Council authorizes Staff to notify the Court Services Branch of its intent to implement a Bylaw Dispute Adjudication System;

AND THAT Council directs Staff to make a formal request to participate in the *Southern Interior Bylaw Notice Dispute Adjudication Registry*;

AND THAT Council authorizes the Mayor and Corporate Officer to execute the Dispute Adjudication System Agreement with the *Southern Interior Bylaw Notice Dispute Adjudication Registry*;

AND FURTHER THAT, subject to adoption of the Bylaw and acceptance as a participant in the *Southern Interior Bylaw Notice Dispute Adjudication Registry*, Council appoints the Chief Administrative Officer as Screening Officer.

BACKGROUND

The City of Enderby currently uses the Municipal Ticket Information (MTI) system as a means of enforcing local bylaws. Through this system, the City issues a monetary penalty to offenders who violate local bylaws in the form of an MTI (ticket/fine). This system allows an enforcement officer to certify the allegation and deliver the ticket to the alleged offender without first visiting a Provincial Court justice to swear the Information and obtain a Summons, and it also allows the alleged offender to admit the offence and pay the penalty without appearing in court.

This system can be costly and burdensome to the City for the following reasons:

- i. serving an MTI must be done through personal service (direct delivery to an individual);
- ii. dispute of the allegation must be done in provincial court; and
- iii. no clear authority for formal dispute screening.

In October 2003, the Province of British Columbia enacted the *Local Government Bylaw Notice Enforcement Act* whereby local governments may establish a bylaw dispute adjudication system, more simply known as an adjudication system, which replaces the Provincial Court as the venue for resolving

disputes of minor municipal bylaw breaches. The two key components of an adjudication system are a simple “front-end” ticketing process whereby Bylaw Notices are issued, and a locally managed “back-end” venue for a non-judicial adjudicator to hear ticket disputes. The goal of this new adjudication model is to create a simple, fair, and cost-effective system for dealing with minor bylaw infractions. To meet this goal, the adjudication model:

- eliminates the requirement for personal service;
- establishes a dedicated forum for resolving local bylaw enforcement disputes;
- uses a dispute resolution-based approach to obtain independently adjudicated decisions;
- avoids the unnecessary attendance of witnesses;
- avoids the need to hire legal counsel; and
- promotes the timely resolution of bylaw enforcement disputes.

The City of Kelowna is currently one of the central locations for bylaw dispute adjudication in the province. Numerous Okanagan municipalities and regional districts participate in this bylaw dispute adjudication system including Kelowna, West Kelowna, Penticton, Vernon, Lake Country, Summerland, Peachland, Osoyoos Oliver, Regional District of Central Okanagan, and the Regional District of Okanagan-Similkameen. The adjudication sessions are held on the first Thursday of every month and the location of these sessions are alternated between Kelowna and Vernon.

The costs of this system are distributed to each member municipality/regional district based on population and it was estimated that the cost for the City of Enderby to participate in this system would be approximately \$1,000 per year.

In early 2015, Council authorized Staff to proceed with implementing a Bylaw Dispute Adjudication System and also authorized an annual expenditure of approximately \$1,000 to participate in the *Southern Interior Bylaw Notice Dispute Adjudication Registry*. Staff have since prepared 'The Corporation of the City of Enderby Bylaw Notice Enforcement Bylaw No. 1581, 2015' which enables the City of Enderby to enforce its local bylaws through bylaw notices, in conjunction with the *Southern Interior Bylaw Notice Dispute Adjudication Registry*.

The necessary next steps following adoption of the Bylaw include:

1. Notifying the Court Services Branch of the City's intent to implement a Bylaw Dispute Adjudication System;
2. Making a formal application to participate in the *Southern Interior Bylaw Notice Dispute Adjudication Registry*;
3. Developing the necessary forms and letter templates;
4. Preparing a Communications Plan to bring awareness to the newly formed bylaw dispute adjudication system; and
5. Training Bylaw Enforcement and Dog Control officers and Staff.

Once the City of Enderby has received confirmation that i) the Bylaw Notice Enforcement Regulation has been or will be amended such that the *Local Government Bylaw Notice Enforcement Act* will apply to the City of Enderby, and ii) the City of Enderby has been formally approved as a participant in the *Southern*

Interior Bylaw Notice Dispute Adjudication Registry, the City will be positioned to commence its Bylaw Dispute Adjudication System on January 1, 2016.

Respectfully Submitted,



Kurt Inglis

Assistant Corporate Officer and Planning Assistant

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW No. 1581

A bylaw respecting the enforcement of bylaw notices in conjunction with the Southern Interior
Bylaw Notice Dispute Adjudication Registry

WHEREAS the Local Government Bylaw Notice Enforcement Act Chapter 60 [SBC2003] as amended from time to time empowers the City to, by bylaw, designate those bylaws for which bylaw notice enforcement may be used as means of bylaw enforcement;

AND WHEREAS it is the intention of the Council of The Corporation of the City of Enderby to participate in the Southern Interior Bylaw Notice Dispute Adjudication Registry with respect to bylaw notices;

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

1. CITATION

- a. This Bylaw shall be cited as "The Corporation of the City of Enderby Bylaw Notice Enforcement Bylaw No. 1581, 2015".

2. DEFINITIONS

In this Bylaw:

"Act" means the *Local Government Bylaw Notice Enforcement Act*;

"City" means The Corporation of the City of Enderby;

"Registry" means the Southern Interior Bylaw Notice Dispute Adjudication Registry established pursuant to this bylaw.

3. TERMS

The terms in this bylaw have the same meaning as the terms defined in the *Act*.

4. BYLAW CONTRAVENTIONS

- 4.1 The bylaws and bylaw contraventions designated in Schedule "A" attached hereto and forming part of this bylaw, may be dealt with by bylaw notice.

5. OFFENCE AND PENALTY

5.1 The penalty for a contravention referred to in sub-section 4.1 is as follows:

- a) Subject to sub-sections 5.2(b) and 5.2(c), is the penalty amount set out in Column A1 of Schedule "A";
- b) If received by the City within 14 days of the person receiving or being presumed to have received the notice, is the Early Payment Penalty set out in Column A2 of Schedule "A"; or
- c) If more than 28 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge in addition to the penalty under Subsection 5.1 (a), and is the Late Penalty set out in Column A3 of Schedule "A".

6. PERIOD FOR PAYING A DISPUTED TICKET

6.1 A person who receives a bylaw notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:

- a) Pay the penalty; or
- b) Request dispute adjudication by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail, to the City.

6.2 A person may pay the indicated penalty after 14 days of receiving the notice, subject to the applicable surcharge for late payment in accordance with Subsection 5.1 (c), but no person may dispute the notice after 14 days of receiving the bylaw notice.

6.3 Where a person was not served personally with a bylaw notice and advises the City, in accordance with the requirements of Section 25 of the *Act*, that they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Section 5.1 and Section 6.2 of this Bylaw do not begin to run until a copy of the bylaw notice is redelivered to them in accordance with the *Act*.

7. BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY

7.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the *Act* to resolve disputes in relation to bylaw notices.

7.2 The civic address of the Registry is 1435 Water Street, Kelowna, BC, V1Y 1J4.

7.3 The Dispute Adjudication System Agreement, upon execution, shall be incorporated by reference into the bylaw as Schedule "B".

7.4 Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section must pay the City an additional fee of \$25 for the purpose of the City recovering the costs of the adjudication system.

8. SCREENING OFFICERS

8.1 The position of Screening Officer is established.

8.2 Council may appoint the Chief Administrative Officer or his designate as Screening Officer.

9. POWERS, DUTIES AND FUNCTIONS OF SCREENING OFFICERS

9.1 The powers, duties, and functions of Screening Officers are as set out in the *Act*, and include the following powers:

- a) Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
- b) To communicate with any or all of the following for the purposes of performing their functions under this Bylaw or the *Act*:
 - i. the person against whom a contravention is alleged or their representative;
 - ii. the officer issuing the notice;
 - iii. the complainant or their representative;
 - iv. the City's staff and records regarding the disputant's history of bylaw compliance.
- c) To prepare and enter into compliance agreements under the *Act* with persons who dispute bylaw notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the Bylaw;

d) To provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in Column A4 of Schedule "A"; and

e) To cancel bylaw notices in accordance with the *Act* or City policies and guidelines.

9.2 The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are indicated in Column A4 of Schedule "A".

9.3 The maximum duration of a compliance agreement is one year.

10. BYLAW ENFORCEMENT OFFICERS

10.1 Persons acting as any of the following are designated as Bylaw Enforcement Officers for the purposes of this Bylaw and the *Act*:

a) Special Constables, Officers, Members or Constables of:

- i. The provincial police force as defined in Section 1 of the *Police Act*, or
- ii. A municipal police force;

b) Bylaw Enforcement Officers appointed pursuant to the *Police Act* or the *Community Charter*;

c) Local Assistants to the Fire Commissioner under Section 6 of the *Fire Services Act*;

d) Bylaw Enforcement Officers, Licensing Inspectors, Building Inspectors, Animal Control Officers, or other persons acting in another capacity on behalf of the City for the purpose of enforcement of one or more of its bylaws.

11. FORM OF BYLAW NOTICE

11.1 The City may from time to time provide for the form or forms of the bylaw notice, provided the bylaw notice complies with Section 4 of the *Act*.

12. SEVERABILITY

12.1 If a portion of this Bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Read a FIRST TIME this day of , 2015.

Read a SECOND TIME this day of , 2015.

Read a THIRD TIME this day of , 2015.

ADOPTED this day of , 2015.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE 'A'
BYLAW NO. 1581, 2015

DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
DOG CONTROL BYLAW						
1469	3.1	Keeping an unlicensed dog	\$50	\$25	\$60	YES
1469	4.1.c	Dog not wearing license	\$50	\$25	\$60	YES
1469	5.2	Dog unlawfully at large	\$100	\$50	\$110	YES
1469	5.3.a	Dog molesting passers-by or approaching in a menacing fashion or apparent attitude of attack	\$100	\$50	\$110	YES
1469	5.3.b	Dog bites, inflicts injury, assaults or otherwise attacks a person	\$200	\$100	\$225	NO
1469	5.3.c	Dog chases vehicles or cyclists	\$100	\$50	\$110	YES
1469	5.3.d	Dog chases, harasses, bites, inflicts injury, assaults or otherwise attacks any other animal	\$200	\$100	\$225	NO
1469	5.3.e	Dog damages property, other than that of the owner	\$50	\$25	\$60	YES
1469	5.3.f	Dog barking excessively	\$50	\$25	\$60	YES
1469	5.4	Failure to remove faecal material	\$50	\$25	\$60	NO
1469	5.5.a	Dangerous dog not muzzled and on a leash	\$150	\$75	\$175	NO
1469	5.5.b	Unsecured dangerous dog	\$150	\$75	\$175	YES

1469	5.6	Dog on a public beach, swimming area, park or public area which is signed otherwise	\$50	\$25	\$60	NO
1469	6.7.a	To release or rescue or attempt to release or rescue an impounded dog	\$150	\$150	\$150	NO
1469	6.7.b	To resist, intervene, or otherwise interfere with the Pound keeper or Dog Control Officer	\$300	\$300	\$300	NO
Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
WATER AND SPRINKLING REGULATION BYLAW						
1468	9.04, 9.05	Prohibited water use including violation of sprinkling regulations	\$100	\$50	\$110	YES
Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
BUSINESS LICENSE AND REGULATION BYLAW						
1558	4(a)(i)	No business license	\$500	\$250	\$500	YES
1558	4(a)(ii)	Business license not valid for person, activity or premises	\$100	\$50	\$110	YES
1558	4(a)(iii)	No business license for each premises	\$100	\$50	\$110	YES
1558	3(b)(viii)	Prohibit entry of authorized person	\$500	\$500	\$500	NO
1558	4(a)(v)	Fail to display business license	\$100	\$50	\$110	YES
1558	4(f)(iv)	Removal of suspension notice	\$200	\$100	\$225	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
GOOD NEIGHBOUR BYLAW						
1517	2.1	Obstruct an officer	\$500	\$500	\$500	NO
1517	2.2	Obstruct entry to property	\$500	\$500	\$500	NO
1517	3.3 (b)	Operate public address system before 9:00 am or after 6:00 pm	\$100	\$50	\$110	YES
1517	3.4 (a)	Noise disturbing people	\$100	\$50	\$110	YES
1517	3.4 (b)	Allow disturbing noise	\$100	\$50	\$110	YES
1517	3.5 (a)	Apparatus producing noise	\$100	\$50	\$110	YES
1517	3.5 (b)	Allow apparatus producing noise	\$100	\$50	\$110	YES
1517	3.5 (c)	Disturbing animal noise	\$100	\$50	\$110	YES
1517	3.5 (d)	Equipment producing noise	\$100	\$50	\$110	YES
1517	3.5 (e)	Construction noise	\$100	\$50	\$110	YES
1517	3.5 (f)	Fighting creating a nuisance	\$100	\$50	\$110	NO
1517	4.3 (a)	Accumulation of matter	\$100	\$50	\$110	YES
1517	4.3 (b)	Accumulation of rubbish around container	\$100	\$50	\$110	YES
1517	4.3 (c)	Unsightly property	\$100	\$50	\$110	YES
1517	4.3 (d)	Accumulation of vegetation	\$100	\$50	\$110	YES
1517	4.3 (e)	Accumulation of construction or demolition waste	\$100	\$50	\$110	YES
1517	4.4 (a)	Accumulation of matter obstructs boulevard/lane drainage	\$100	\$50	\$110	YES
1517	4.4 (b)	Failure to maintain boulevard/lane or keep free of weeds	\$100	\$50	\$110	YES
1517	4.4 (c)	Driveway crossing in disrepair	\$100	\$50	\$110	YES

1517	4.4 (d)	Failure to maintain plantings in boulevard/lane	\$100	\$50	\$110	YES
1517	4.4 (e)	Accumulation of matter on boulevard, lane, or sidewalk	\$100	\$50	\$110	YES
1517	4.6	Deposit material upon boulevard or lane	\$100	\$50	\$110	YES
1517	4.7	Failure to remove snow or ice	\$100	\$50	\$110	YES
1517	4.8	Failure to remove snow or ice from the roof	\$100	\$50	\$110	YES
1517	4.9	Deposit snow on highway	\$100	\$50	\$110	YES
1517	5.2	Unlawful burning	\$100	\$50	\$110	YES
1517	5.4.3	Failure to comply with burning permit conditions	\$200	\$100	\$225	NO
1517	5.4.4	Burn unlawful materials	\$200	\$100	\$225	NO
1517	5.4.5	Failure to put competent person in charge	\$200	\$100	\$225	NO
1517	6.2.1	Panhandle within specified area	\$50	\$25	\$60	YES
1517	6.2.2	Panhandle from person in a motor vehicle	\$50	\$25	\$60	YES
1517	6.2.3	Panhandling causes concern for safety or security	\$50	\$25	\$60	YES
1517	6.2.4	Panhandle or follow person after a negative response	\$50	\$25	\$60	YES
1517	6.2.5	Panhandle before dawn or after sunset	\$50	\$25	\$60	YES
1517	6.2.6	Sit or lie on a street for the purpose of panhandling	\$50	\$25	\$60	YES
1517	6.2.7	Obstruct the path of pedestrian traffic	\$50	\$25	\$60	YES
1517	6.2.8	Panhandle as a member of a group	\$50	\$25	\$60	YES
1517	6.2.9	Panhandle in the same place for excessive period	\$50	\$25	\$60	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
STREET AND TRAFFIC BYLAW						
1471	402	Park, drive or operate a vehicle or cycle in contravention of a traffic control device	\$100	\$50	\$110	NO
1471	403	Remove or alter a traffic control device	\$100	\$50	\$110	NO
1471	404	Failure to obey command	\$100	\$50	\$110	NO
1471	409	Vehicle blocking intersection or marked crosswalk	\$100	\$50	\$110	NO
1471	411	Failure to obey load limits	\$100	\$50	\$110	YES
1471	415	Ride bicycle on a sidewalk or walkway	\$100	\$50	\$110	YES
1471	416	Ride skateboard contrary to bylaw	\$100	\$50	\$110	YES
1471	420	Removal of traffic notice	\$100	\$50	\$110	NO
1471	601	Parking vehicles contrary to bylaw	\$100	\$50	\$110	YES
1471	701	Littering	\$100	\$50	\$110	NO
1471	702	Excavation or construction on highway without authorization	\$100	\$50	\$110	NO
1471	703	Impeding traffic on highway or causing damage to highway	\$100	\$50	\$110	NO
1471	704	Trees or shrubs obstructing sidewalk or highway	\$100	\$50	\$110	YES
1471	706	Defacing poles	\$100	\$50	\$110	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
ZONING BYLAW						
1550	101	Obstructing an inspection or inspector	\$500	\$500	\$500	NO
1550	303.1	Unlawful use of land, buildings or structures	\$200	\$100	\$225	YES
1550	305	Off-street parking or loading contravention	\$100	\$50	\$110	YES
1550	307.2.a	Home occupation contravenes permitted use	\$100	\$50	\$110	YES
1550	307.2.b	Temporary building or structure contravenes permitted use	\$100	\$50	\$110	YES
1550	307.2.c	Boarding use contravenes permitted use	\$100	\$50	\$110	YES
1550	307.3.b	Tent, trailer or mobile home use contravention	\$100	\$50	\$110	YES
1550	307.3.c	Unenclosed storage of vehicles in state of disrepair or not licensed	\$100	\$50	\$110	YES
1550	307.4.a	Unauthorized parking and storage in residential zones	\$100	\$50	\$110	YES
1550	309.1.a	Failure to maintain screening	\$100	\$50	\$110	YES
1550	310.3.a	Sign not permitted	\$100	\$50	\$110	YES
1550	310.3.b	Prohibited sign	\$100	\$50	\$110	YES
1550	310.3.d	More than one home occupation, real estate or political sign	\$100	\$50	\$110	YES
1550	310.3.e	Illumination not permitted for home occupation, real estate or political signs	\$100	\$50	\$110	YES

1550	310.3.h	Failure to maintain sign	\$100	\$50	\$110	YES
Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
CEMETARY REGULATION BYLAW						
1515	12 (5)(a)	Damage any memorial, fence, gate, improvement or structure	\$200	\$100	\$225	NO
1515	12 (5)(b)	Deposit rubbish or offensive matter	\$100	\$50	\$110	NO
1515	12 (6)	Conducting business on grounds	\$100	\$50	\$110	NO
1515	12 (8)(b)	Operate a vehicle on any road, path or walk for purposes other than attending or conducting a funeral or visiting a lot	\$100	\$50	\$110	YES
1515	12 (8)(c)	Operate a vehicle at a speed in excess of fifteen (15) kilometres per hour or upon or over any lot	\$100	\$50	\$110	YES
1515	12 (8)(d)	Possess or consume alcoholic beverages or controlled substances	\$100	\$50	\$110	YES
1515	12 (9),12 (10)	Disobeying the reasonable directions or orders of the Cemetery Administrator	\$200	\$100	\$225	NO
1515	15	Entering or remaining in the Cemetery during the hours it is closed without the permission of the Cemetery Administrator	\$100	\$50	\$110	YES



Regional District of North Okanagan
Building Permit Detail Report for Aug 2015

For Area: Enderby

Day:	Permit:	Owner:	Construction Location:	Builder:	Permit Desc:	Value:	Cumulative TOTAL:
Area:	Cost:				Units:	Fir Area:	
26	15-0344-END -BP	INTERIOR HEALTH AUTHORITY	Lot 1, Plan KAP55238, Twp , Sec , D/L 150, 500 GEORGE ST Roll: 208 00607.005	BERND HERMANSKI ARCHITECT	VESTIBULE	\$70,000.00	\$70,000.00
Enderby	\$1,209.15				Unit 0	Sq.M.	

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: September 10, 2015
Subject: Digital Billboard Sponsorship Application - St. Andrews United Church

RECOMMENDATION

THAT Council considers the St. Andrews United Church's sponsorship application valued at \$4,200 in-kind.

BACKGROUND

The St. Andrews United Church has submitted a Digital Billboard Sponsorship Application and is requesting an in-kind sponsorship valued at \$4,200 (6 weeks of advertising) for messaging related to community events.

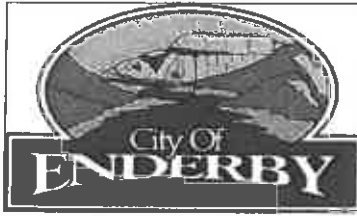
The St. Andrews United Church is a registered not-for-profit organization and therefore qualifies for a digital billboard sponsorship from Council.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

619 Cliff Avenue
P. O. Box 400
Enderby, B. C. V0E 1V0



The Corporation of the City of Enderby
Top of the Okanagan

Tel: (250) 838-7230
Fax: (250) 838-6007
Website: www.cityofenderby.com

Digital Billboard Sponsorship Application

Please Note: This form must be submitted at least 60 days prior to the requested start date of initial messaging.

Name of Organization/Society:

ST ANDREWS UNITED CHURCH

Name of Applicant:

Carole Hawes

Phone Number:

250-838-6805

Email:

randhawes@shaw.ca

Nature of Messaging:

Community Events

(community events, programming,
announcements, etc.)

Annual Sponsorship Needs:

6 weeks

Requested Value of Sponsorship:

\$ 4,200

(NOTE: Each message will be displayed for a minimum of one week, which may be non-consecutive days, to a maximum of three weeks. One week of messaging = \$700 in-kind value.)

Carole Hawes
Signature of Applicant

Sept 10, 2015
Date

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: September 22, 2015
Subject: Proposal for New Bus Shelters

RECOMMENDATION

THAT Council supports the installation of new bus shelters on George Street (Highway 97A) on both sides of road between King Avenue and Third Avenue subject to there being no identified conflicts between the exact locations and surrounding lands for which local government is responsible.

ALTERNATE RECOMMENDATION

THAT Council does not support the installation of new bus shelters on George Street (Highway 97A) on both sides of road between King Avenue and Third Avenue.

BACKGROUND

The City of Enderby participates in the Regional District of the North Okanagan's Transit Service ("the Service"). The Service is funded by the participating communities based primarily on ridership. Decisions about fares, routes, and service levels are made by the participants based on information and planning provided by BC Transit.

Local jurisdictions participating in the Service are responsible for all aspects of bus stop infrastructure located within their respective jurisdictions. This includes pull-outs, shelters, benches, and garbage receptacles. Occasionally, senior government funding becomes available for the supply and installation of new bus shelters. Recently, the Ministry of Transportation and Infrastructure advised RDNO that it has some funding for transit stop improvements in 2016. The improvements must be located within the MoTI right-of-way.

First Canada ULC, the bus operations company, has recommended that two transit stops be installed in Enderby within the 500 block of Highway 97A (George Street). This location would be adjacent to Barnes Park and the Community Health Centre. The improvements would involve a pull-out, sign, and shelter for both northbound and southbound routes. The recommendation would be subject to sufficient right-of-way and physical feasibility, which still needs to be confirmed by other agencies.

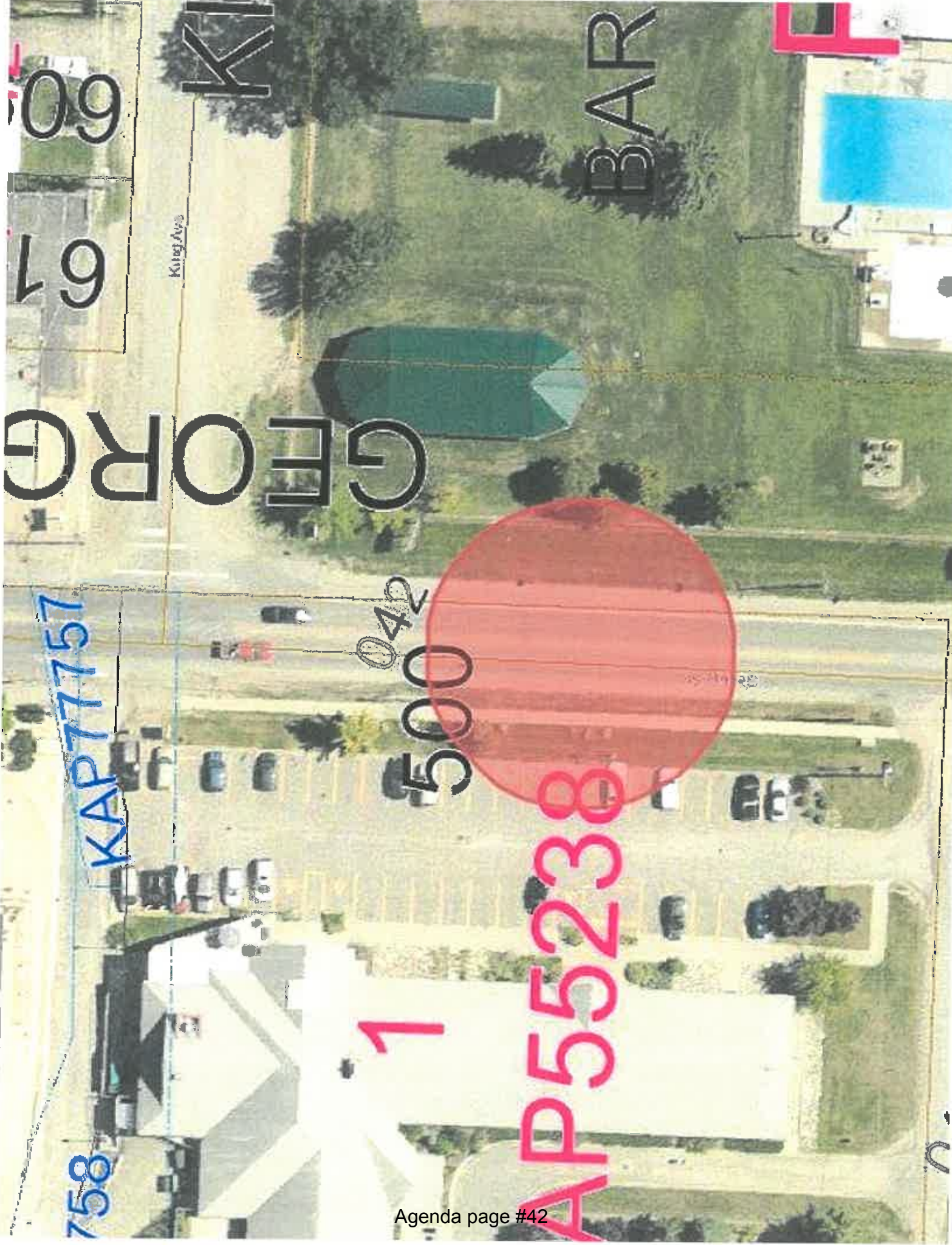
City Staff note that the proposed locations are attractive for many reasons, such as proximity to the park and health facilities, as well as its nearness to the Enderby Memorial Terrace and a crosswalk. However, installation of the shelters will likely require some preparation. The northbound pull-out and shelter would likely need to be built up in order to provide an acceptable base for the shelter. The southbound pull-out and shelter would likely require the open drainage ditch to be filled and a culvert installed; if this were done for the full block, it would actually be better from a maintenance and safety perspective. RDNO's Manager of Regional Engineering Services has confirmed that MoTI would be responsible for preparation associated with install.

As the proposed locations are still fairly general, Staff suggest that Council's resolution in support of the initiative be made subject to no identified conflicts between the precise location and surrounding lands under control of local government. As the Enderby & District Services Commission has recently adopted a concept plan for Barnes Park and the profile of the new shelter by the southbound lane may affect highway views into Barnes Park, a review of the precise location relative to the concept plan merits review if and when the project proceeds. Moreover, raising the slope to highway grade for the southbound lane will need to be reviewed with Parks and Recreation Staff in terms of boulevard maintenance and drainage. Notwithstanding the technical subjects, on the face of it, the proposed locations merit further exploration.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



King Ave

KING

BAR

GEORGE

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500

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REGIONAL DISTRICT OF NORTH OKANAGAN

POLICY NO.: ENG-TRST-001

BUS STOP INFRASTRUCTURE IMPROVEMENTS, REPAIR AND MAINTENANCE	
Approval Date:	June 4, 2014
Amendment Date(s):	
Repeals Policies:	N/A

PURPOSE

The purpose of this policy is to clarify responsibilities with respect to bus stop improvements (including shelters), repair and maintenance.

POLICY

Local jurisdictions that are participants in the Transit Services shall be responsible for the planning, consultation (with BC Transit, Ministry of Transportation and Infrastructure (MoTI) and others as deemed necessary), design, permitting, installation, repair, replacement, maintenance and liability of all Bus Stop Infrastructure located within their respective jurisdiction.

DEFINITIONS

1. "Transit Services" means the Regional Transit Service (Function 871), specifically Route 60 (to/from Enderby) and Route 61 (to/from Lumby), and the UBCO Connector Service (Function 872), specifically Route 90 (to/from UBC, Kelowna) administered by the Regional District of North Okanagan.
2. "Local Jurisdiction" means those participants as defined by the following bylaws:
 - North Okanagan Regional Transit Service Establishment Bylaw No. 1661, 2000 and amendments thereto;
 - University of British Columbia – Okanagan Connector Transit Service Establishment Bylaw No. 2547, 2012 and amendments thereto.
3. "Bus Stop Infrastructure" includes but is not limited to the following works:
 - a. Bus stop pull outs (paved, concrete or gravel)
 - b. Bus stop ramps
 - c. Bus stop poles
 - d. Bus stop schedule holders
 - e. Bus stop lollypop signs
 - f. Bus stop shelters
 - g. Bus stop benches
 - h. Bus stop garbage receptacles
 - i. Bus stop lighting.

4. "Major Transit Infrastructure" means transit infrastructure capital works that service multiple stakeholders within the North Okanagan Transit Area.
5. "Bus Stop Repair and Maintenance" includes but is not limited to the following:
 - a. Bus stop sign post repair or replacement
 - b. Bus stop sign repair or replacement (sign by others)
 - c. Bus stop schedule holder repair or replacement
 - d. Bus stop shelter repair or replacement
 - e. Bus stop bench repair or replacement
 - f. Bus stop garbage receptacle repair and replacement
 - g. Bus stop snow removal
 - h. Bus stop landscape maintenance
 - i. Bus stop garbage removal
 - j. Bus stop sand/gravel removal
 - k. Bus stop shelter cleaning (including graffiti removal)
 - l. Bus stop sign cleaning
 - m. Bus stop schedule updates (when route timing changes).
6. "Annual Operating Agreement" means the annual agreement entered into between the Regional District of North Okanagan and BC Transit for the North Okanagan Transit Services.
7. "Master Operating Agreement" means the agreement entered into between the Regional District of North Okanagan and BC Transit for the cost sharing and provision of the Transit Services.

TERMS

1. BC Transit shall supply the vertical transit signs (example below) required. Note that the bus stop post repair or replacement is the responsibility of the Local Jurisdiction.



2. Bus Stop Infrastructure installations, including the planning and coordination of new bus stops and bus shelters are the responsibility of the local jurisdiction.

3. Major Transit Infrastructure installations shall be planned and coordinated with BC Transit in consultation with the stakeholders responsible for funding the construction, repair and maintenance.
4. Bus Stop Repair and Maintenance, including the planning and coordination of repair and maintenance shall be the responsibility of the Local Jurisdiction.
5. Funding for Bus Stop Infrastructure is the responsibility of the Local Jurisdiction.
6. The Local Jurisdiction is responsible to consult with BC Transit and BC Transit's Operator whenever Bus Stop Infrastructure, Major Transit Infrastructure and Bus Stop Repair and Maintenance may impact the operation of the Transit Services.
7. The Local Jurisdictions must consult with the Regional District of North Okanagan on any Bus Stop Infrastructure and Major Transit Infrastructure installations, and Bus Stop Repair and Maintenance when such activity may affect the terms of the Transit Services Master Operating Agreement or the Annual Operating Agreement.