



REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, April 4, 2016, 2016
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of March 21, 2016](#) pg 2-6

[Special Meeting Minutes of March 23, 2016](#) pg 7-8

3. PUBLIC AND STATUTORY HEARINGS

4. DEVELOPMENT MATTERS

5. BYLAWS – 3rd Reading

6. REPORTS

Mayor and Council

7. NEW BUSINESS

a. [Vacant Commercial and Industrial Building Inspection Update](#) – Memo from Chief Administrative Officer dated Marcy 30, 2016 pg 9

b. [Transfer Station Nearer to Enderby](#) – Correspondence from RDNO dated March 29, 2016 pg 10-11

c. [Enderby Television Syndicate](#) – Correspondence dated Mar 17, 2016 pg 12
Re: Contribution to Enderby Fire Dept.

8. PUBLIC QUESTION PERIOD

9. CLOSED MEETING RESOLUTION

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

10. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, March 21, 2016 at 4:30 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Tundra Baird
Councillor Brad Case
Councillor Roxanne Davyduke
Councillor Raquel Knust
Councillor Shawn Shishido

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

APPROVAL OF AGENDA

The following item was added to the agenda under New Business:

- Discussion – Snow Trax Video

Moved by Councillor Knust, seconded by Councillor Davyduke that the agenda be approved as amended.

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of March 7, 2016

Moved by Councillor Shishido, seconded by Councillor Baird that the minutes of the regular meeting of March 7, 2016 be adopted as circulated.

Carried

PETITIONS AND DELEGATIONS

Chris Henderson – Rossworn Henderson LLP, Chartered Accountants

Re: Auditor's Report 2015 Financial Statements

Mr. Henderson reviewed the items that stand out in the statements including:

- Revenue – more monies spent from grants.
- Expenditures - \$1.2M worth of depreciation that does not reflect cash flow.
- Financial assets are down due to spending.
- Capital assets have been invested and have increased more than the depreciation.

Overall, the City has done a good job of investing to deal with tangible capital assets. The Chief Financial Officer did a very good job.

Shirley Fowler – Communities in Bloom

Re: Information about CiB

Ms. Fowler provided a brief background of her involvement with Communities in Bloom. She explained how the program works. Once registered, judges will visit and evaluate based on 6 criteria. A report is generated that provides excellent feedback.

A coordinator would be required to organize volunteers. With recent works being done around town, Enderby is prime to get re-involved with CiB.

It was suggested that Enderby consider starting with the Novice Program where 3 categories would be selected. The judges would then evaluate and consult in going forward with 3 more categories.

In response to questions from Council, Ms. Fowler indicated that she would be pleased to participate in our Volunteer Fair on April 2nd. The Assistant Corporate Officer and Planning Assistant will work with Ms. Fowler to establish a booth at the fair. It is anticipated that Councillor Schreiner will work with Ms. Fowler at the Fair.

BYLAWS – Adoption

Dog Control Bylaw No. 1469, 2010 Amendment Bylaw No. 1594, 2016

A bylaw to amend Dog Control Bylaw No. 1469, 2010

Moved by Councillor Knust, seconded by Councillor Baird that Dog Control Bylaw No. 1469, 2010 Amendment Bylaw No. 1594, 2016 be adopted.

Carried

Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1595, 2016

A bylaw to amend Building Bylaw No. 1582, 2015

Moved by Councillor Knust, seconded by Councillor Davyduke that Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1595, 2016 be adopted.

Carried

REPORTS

2015 Audited Financial Statements – memo from Chief Financial Officer dated March 16, 2016

Moved by Councillor Case, seconded by Councillor Baird that Council approve the 2015 Audited Financial Statements as presented.

Carried

Councillor Case

Apparently BC Ferries provides a discount to youth groups, but does not recognize 4-H as a youth group. This will be taken up with MLA Kylo.

Councillor Baird

- Met with Splatsin. They are advocating for better traffic lights at the gas station. It will be important to support each other for 4-laning to get it done.

- Next steps for new signage is to get the designs approved.
- Enderby in Motion is taking place April 9th.
- City Spring Clean-up event is taking place April 16th at 9:30 am.

Mayor McCune

- Need to think about a location for the Food Bank.
- Letter to be sent to North Okanagan Minor Hockey Association congratulating them on a successful peewee tournament.
- Attended a land development workshop at Splantsin last week.
- Transfer Station – Chief Administrative Officer will contact Dale Danallanko at RDNO. Will discuss with Splantsin to find a suitable location.

Chief Administrative Officer

- Budget draft is being readied for presentation.
- Vernon Street works are nearing completion. When paving gets done, the Fire Hall lot will be done at the same time.
- Tender award recommendation will go before Council at a special meeting later this week for the Cliff Avenue upgrade.

Building Permit Detail Report – February 2016

Moved by Councillor Baird, seconded by Councillor Shishido that the report be received and filed.

Carried

NEW BUSINESS

North Enderby Timber Permit Amendment Referral – Memo from Chief Administrative Officer dated March 11, 2016

Moved by Councillor Baird, seconded by Councillor Knust that Council forward the memorandum and attached correspondence between the Chief Administrative Officer and Ben Hendrickson of North Enderby Timber Ltd. to the designated Manager for Environmental Protection for the Ministry of Environment.

Carried

Revision of Gunter-Ellison Water Service Agreement – Memo from Chief Administrative Officer dated March 16, 2016

Moved by Councillor Case, seconded by Councillor Shishido that Council approve the revised Gunter-Ellison Water Supply Agreement;

AND THAT Council authorize the Mayor and the Chief Administrative Officer to execute the Water Supply Agreement for Gunter-Ellison Road Water Local Service Area.

Carried

Information Kiosk at Belvidere Park – Memo from Chief Administrative Officer dated March 15, 2016

There were discussions as to the most appropriate location for the kiosk for maximum visibility.

Councillor Baird will meet with the Chamber of Commerce to determine if a more suitable location should be considered.

Breastfeeding Art Expo – Correspondence dated March 16, 2016

Re: Use of Breezeway for public event

Moved by Councillor Knust, seconded by Councillor Case that Council approve the use of the breezeway for a breastfeeding fountain workshop on April 8th and that the organizers coordinate with adjacent and affected businesses.

Carried

Electoral Area “F” Official Community Plan Referral – Memo from Assistant Corporate Officer and Planning Assistant dated March 17, 2016

Moved by Councillor Baird, seconded by Councillor Case that Council provides no comment regarding the referral of Electoral Area “F” Official Community Plan Bylaw No. 2702, 2016.

Carried

Late Item: Snow Trax – Promotional Video

A Video company will be shooting a snowmobile video at Hunter’s Range and have offered to produce a promotional video on Enderby. The shooting would be done in exchange for the cost of flights and accommodations.

Moved by Councillor Knust, seconded by Councillor Baird that Council decline the offer.

Carried

PUBLIC QUESTION PERIOD

Emily Corrie of the Advertiser queried as to how garbage in the city is currently dealt with. She was advised that Enderby has residential curb-side pick up, but the issue of creating a transfer station is to deal with the illegal dumping that is occurring. Dumping of furniture pieces and vacationers household garbage is being done in town and on rural side roads.

CLOSED MEETING RESOLUTION

Moved by Councillor Case, seconded by Councillor Baird 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) (j) of the *Community Charter*.

ADJOURNMENT

The regular meeting reconvened at 6:45 p.m.

Moved by Councillor Case, seconded by Councillor Knust that the meeting adjourn at 6:45 p.m.

Carried

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Special Meeting** of Council held on Wednesday, March 23, 2016 at 2:30 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Tundra Baird
Councillor Brad Case
Councillor Raquel Knust
Councillor Brian Schreiner

Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Recording Secretary – Bettyann Kennedy

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Knust that the agenda be approved as circulated.

Carried

NEW BUSINESS

Cliff Avenue Renewal – Award of Construction Contract – Memo from Chief Administrative Officer dated March 22, 2016

Moved by Councillor Schreiner, seconded by Councillor Baird that Council award the tender for the 2016 capital road project of Cliff Avenue, in the amount of \$1,324,002.57, to Mounce Construction Ltd.;

AND THAT Council revises the scope of the project to include additional sanitary sewer pipe works, estimated at \$57,100 to be funded from the sanitary sewer reserve.

Carried

Discussions:

The Chief Administrative Officer provided an overview of the cost impacts and where the funds are coming from.

The Chief Financial Officer circulated a detailed breakdown of the project costs, the funding breakdown, and the expected financial position that is anticipated at the end of 2016.

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Knust that the meeting adjourn at 3:50 pm.

Carried

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: March 30, 2016
Subject: Vacant Commercial and Industrial Building Inspection Update

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

At Council's regular meeting on February 1, 2016, it adopted the Vacant Commercial and Industrial Buildings Inspection Policy. This Policy was designed to provide guidance to Staff on safety and compliance inspections of vacant commercial and industrial buildings. The first round of inspections was conducted on two commercial premises within the downtown core on March 30, 2016.

At the first premises, the building owners failed to make available a representative to allow access by the inspectors. The owners have been advised that the premises will be re-inspected in two weeks. The total fees associated with this inspection were \$1100.

At the second premises, which is presently undergoing some interior construction, the owner was given thirty (30) days to obtain a building permit for the works that were presently occurring. As the premises was otherwise generally compliant, the next vacant building inspection will occur in 60 days. The total fees associated with this inspection were \$550.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

From: Dale Danallanko [dale.danallanko@rdno.ca]
Sent: March-29-16 4:32 PM
To: 'tbengtson@cityofenderby.com'
Subject: RE: transfer station near to Enderby

Hi Tate,

This e-mail is a follow up to our conversation last week regarding the potential for a transfer station near nearer to Enderby. I've just written down a few of the things that came to mind when we spoke.

This is the first I have heard of this idea. It has not been a topic of discussion in the time I have worked in Solid Waste Management at the RDNO (since 2007).

The RDNO currently operates transfer stations in Cherryville, Kingfisher and Silver Star. Cherryville and Kingfisher are both located significant distances from the nearest RDNO Recycling and Disposal Facility (CTS ~ 40 km from Lumby RDF; KTS ~ 60 km from Armstrong/Spallumcheen RDF). Revenue collected at these facilities does not cover the annual operating costs and is subsidized by revenue from the larger sites. The SSTS function was established to provide service to residents and businesses at Silver Star Mountain. The SSTS function is funded entirely by the benefitting properties and is not subsidized in any manner. The service areas for these transfer stations are not served by curbside garbage collection and have no other solid waste disposal options other than the transfer stations. There are many things I believe Enderby Council should consider before advocating for such a facility. The first three that I think would require some discussion are;

1. Service Level Expectations

- How many days/week would they expect the facility to be open?
Cherryville TS is open 2 days/week, Kingfisher TS is open 2 days/week for 6 months and 1 day/week for 6 months
- What range of services would they expect to be provided at the facility?
The CTS and KTS accept a wide range of products other than just refuse; these products include wood waste, yard & garden waste, tires, refrigerated appliances, scrap metal, blue bag recyclables etc.
The SSTS accepts only refuse and blue bag recyclables (i.e. what would be place curbside in an urban collection area)
- A one or two day/week facility really wouldn't increase accessibility and wouldn't address concerns about convenience and the amount of illegal dumping
- The more days a site is open, the higher the costs

2. Location

- Depending on the desired level of service, the size of parcel required is large than you think
- Roll off truck need to turn around, room for customer vehicles is required etc.
- Solid Waste Management facilities are generally not welcomed to the neighbourhood with open arms

3. Revenue Collection/Capital Costs/Operating Costs

- Would the facility be scaled or would it operate like the CTS and KTS where the TS Attendant collects fees based on estimated volume
- How would the facility be funded, as part of RDNO Solid Waste Management (likely subsidized by the larger sites) or like the SSTS function by the benefitting properties?
- Would the large municipalities support subsidizing another rural facility?
- The capital costs, depending on the level of service provided, could be significant.

It's not just a case of setting out a couple of 40 yard roll off bins for people to throw their stuff. There is a lot more involved to do it properly.

Hope this is of some use. If you'd like to discuss further, please contact me.

Thanks.

Dale Danallanko, B.A.Sc. | Recycling and Disposal Facilities Operations Manager | **Regional District of North Okanagan** | 9848 Aberdeen Road Coldstream BC V1B 2K9 |
P 250.550.3744 | F 250.550.3701 | E dale.danallanko@rdno.ca | W www.rdno.ca

 please consider the environment before printing this e-mail

This transmission (including any attachments) may contain confidential information, privileged material (including material protected by the FOI act or other applicable privileges), or constitute non-public information. Any use of this information by anyone other than the intended recipient is prohibited. If you have received this transmission in error, please immediately reply to the sender and delete this information from your system. Use, dissemination, distribution, or reproduction of this transmission by unintended recipients is not authorized and may be unlawful.

From: Tate Bengtson [mailto:tbengtson@cityofenderby.com]
Sent: Tuesday, March 22, 2016 10:26 AM
To: Dale Danallanko <dale.danallanko@rdno.ca>
Subject: transfer station near to Enderby

Hi Dale,

As I think you may be aware already, my Council has been discussing the potential for a transfer station nearer to Enderby. They think that this would help with convenience and also reduce the amount of garbage that is being left on boulevards and in ditches.

Could you advise if RDNO has ever considered locating a transfer station closer to Enderby? If so, what locations were considered and were there any problems which halted the initiative? If not, what would you identify as challenges or concerns with implementation? Are there any implications of which Enderby Council should be made aware as they consider advocating for this?

Thanks,

Tate Bengtson
Chief Administrative Officer
City of Enderby
P.O. Box 400, 619 Cliff Avenue
Enderby, BC V0E 1V0

Telephone: 250-838-7230 | Fax: 250-838-6007
Email: tbengtson@cityofenderby.com | Website: <http://www.cityofenderby.com>

Agenda

Enderby Television Syndicate



Mr Kevin Alstad, Chief
Enderby Fire Department

Dear Kevin:

The Enderby Television Syndicate no longer has a reason to exist as the three stations we have been rebroadcasting (CHBC - Kelowna (Global), CTV - Vancouver and the Knowledge Network) are no longer being broadcast nor will they be. As a result we are disbanding and our only remaining asset is our Bank of Montreal account which contains \$6,205.47. I am attaching a bank draft for that amount which can be used by the Fire Department for SCBA equipment.

Just a bit of history regarding the Enderby Television Syndicate. It was started about 1955 to rebroadcast CHBC and was the first TV service in Enderby and surrounding district. The money was raised by the community as was the amount required to get the CTV equipment up and running. The Knowledge Network was set up by funding from the provincial government. In the past years the City of Enderby and NORD have given annual grants and that is where the above amount comes from.

I have managed the Syndicate since about 1965 with the help of a board of directors. The directors at this time are Colin Matejka and Greg Halvorson. Dan Lutz was also a director but recently passed away. I would also like to thank Kim Francis for her help with annual reports and accounting. The road to the upper site (Knowledge Network) was built by Audrey Baird of Baird Brothers at no cost to the Syndicate.

Yours truly,

Elmer Halvorson

cc - City of Enderby
NORD (Herman Halvorson)