



## REGULAR MEETING OF COUNCIL

### AGENDA

**DATE:** Monday, January 16, 2017  
**TIME:** 4:30 p.m.  
**LOCATION:** Council Chambers, Enderby City Hall

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1. **APPROVAL OF AGENDA**
2. **ADOPTION OF MINUTES**  
  
[Regular Meeting Minutes of December 19, 2016](#) pg 2-4
3. **PUBLIC AND STATUTORY HEARINGS**
4. **PETITIONS AND DELEGATIONS**  
  
[Neil Fidler, Secretary – Enderby and District Arts Council](#) pg 5-11  
Re: Annual Budget
5. **DEVELOPMENT MATTERS**
6. **BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS**
7. **BYLAWS – 3 Readings**  
  
[Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1621, 2017](#) pg 12-18  
A bylaw to ban smoking near playgrounds
8. **REPORTS**  
  
[Mayor and Council](#)  
  
[Building Permit Detail Report – December 2016](#) pg 19-21
9. **NEW BUSINESS**
  - a. [Digital Billboard Sponsorship Renewals for 2017](#) – Memo from Planner and Assistant Corporate Officer dated January 3, 2017 pg 22-23
  - b. [Response to Conservation Officer Discussion at UBCM](#) – Correspondence from BC Parks and Conservation Officer Service Division dated December 14, 2016 pg 24
  - c. [Anatomy of an Emergency](#) – Memo from Chief Administrative Officer dated January 12, 2017 pg 25-27
10. **PUBLIC QUESTION PERIOD**
11. **CLOSED MEETING RESOLUTION**  
  
Closed to the public, pursuant to Section 90 (1) (a) of the *Community Charter*
12. **ADJOURNMENT**

## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, December 19, 2016 at 4:30 p.m. in the Council Chambers of City Hall

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

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

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### **APPROVAL OF AGENDA**

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

- Letter to Member of Parliament – Small Community Infrastructure Funding

Moved by Councillor Shishido, seconded by Councillor Case that the agenda be approved as amended.

Carried

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of December 5, 2016

Moved by Councillor Shishido, seconded by Councillor Case that the minutes of the regular meeting of December 5, 2016 be adopted as circulated.

Carried

### **BYLAWS – Adoption**

Sanitary Sewer Regulation Bylaw No. 1470, 2010 Amendment Bylaw No. 1620, 2016

Moved by Councillor Case, seconded by Councillor Knust that Sanitary Sewer Regulation Bylaw No. 1470, 2010 Amendment Bylaw No. 1620, 2016 be adopted.

Carried

Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1617, 2016

Moved by Councillor Shishido, seconded by Councillor Schreiner that Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1617, 2016 be adopted.

Carried

Bylaw Notice Enforcement Bylaw No. 1581, 2015 Amendment Bylaw No. 1618, 2016

Moved by Councillor Knust, seconded by Councillor Davyduke that Bylaw Notice Enforcement Bylaw No. 1581, 2015 Amendment Bylaw No. 1618, 2016 be adopted.

Carried

Municipal Ticketing Information (MTI) System Bylaw No. 1518, 2013 Amendment Bylaw No. 1619, 2016

Moved by Councillor Shishido, seconded by Councillor Case that Municipal Ticketing Information (MTI) System Bylaw No. 1518, 2013 Amendment Bylaw No. 1619, 2016 be adopted.

Carried

**REPORTS**

Chief Administrative Officer

- Street lights for Cliff Avenue Phase II went in today. Phase I lights that had been damaged are being switched out soon.
- Public Works Crew facing challenges at waste water treatment plant due to recent cold snap. The 'bugs' that work on the sewage go dormant in the cold and we experienced a prolonged temperature of -10<sup>0</sup>. The sludge went to a temperature of 7<sup>0</sup> – ideally the temperature is at 10<sup>0</sup>. Crews are working on getting things corrected and making the sludge healthy again.

Councillor Baird

Councillor Baird suggested that the winners of the light decorating challenge be posted on the electronic billboard.

RDNO Building Permit Detail Report – November 2016

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

Carried

**NEW BUSINESS**

Appointments to the Okanagan Regional Library Board 2017 – Memo from Chief Financial Officer dated December 7, 2016

Moved by Councillor Case, seconded by Councillor Knust that Councillor Baird be appointed Representative to the Okanagan Regional Library Board.

Carried

Moved by Councillor Case, seconded by Councillor Knust that Councillor Schreiner be appointed as Alternate Representative to the Okanagan Regional Library Board.

Carried

Fire Training Centre – 2017 Budget Approval – Memo from Chief Financial Officer dated December 14, 2016

Moved by Councillor Knust, seconded by Councillor Davyduke that Council endorse the Fire Training Centre (FTC) Proposed 2017 Budget and Five Year Forecast; and

THAT Council endorse the draft FTC Percentage Share of the 2017 Budget Requirements, subject to revision by BC Assessment.

Carried

*Late Item:*     Letter to MP – Small Community Infrastructure Funding

Moved by Councillor Case, seconded by Councillor Davyduke that a letter be sent to Mel Arnold, Member of Parliament explaining the needs of small communities for infrastructure grant funding.

Carried

### **PUBLIC QUESTION PERIOD**

None

### **CLOSED MEETING RESOLUTION**

Moved by Councillor Knust, seconded by Councillor Case 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) (c) (e) and (i) of the *Community Charter*.

Carried

### **ADJOURNMENT**

The regular meeting reconvened at 5:10 p.m.

The following items were released from in-camera:

- Disaster Relief Services – Canadian Red Cross Society – Memo from Chief Financial Officer dated December 14, 2016
- Resolution and voting record from W. Richardson Development Correspondence – Memo from Chief Administrative Officer dated December 15, 2016
- New Chief Financial Officer Contract – Memo from Chief Administrative Officer dated December 8, 2016

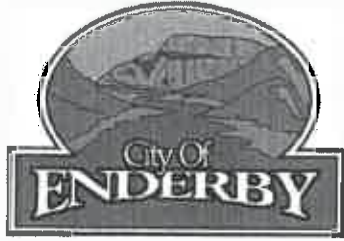
Moved by Councillor Schreiner, seconded by Councillor Shishido that the regular meeting adjourn at 5:10 p.m.

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**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**



REQUEST TO APPEAR AS A DELEGATION

On 16 January 2017
Day Month Year

Date of Request December 19, 2016

Name of Person Making Request Diana Inselberg

Name and Title of Presenter(s) Neil Fidler, Secretary
Enderby + District Arts Council

Contact Information Diana 838-2141 Neil-838-0577

Details of Presentation To speak to our application for funding + to answer any questions arising from our letter + budget.

Desired Action from Council (check all that apply)

- Information Only
Proclamation
[X] Funding Request
Road Closure
Policy or Resolution

Please describe desired action in detail Approval of our annual funding request

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



City of Enderby  
619 Cliff Ave., P.O. Box 400  
Enderby, BC V0E 1V0

January 4, 2017

Attn: Mayor Greg McCune and City Council

Dear Sirs: **Re: 2017 Annual Contribution to EDAC from the City of Enderby**

This letter concerns the City of Enderby's annual financial contribution to the Enderby & District Arts Council (EDAC). The City has requested that EDAC send a letter of reminder early in the calendar year, so that funds can be made available at a consistent time each year.

EDAC is requesting continued support from the City in the amount of \$3000 (or more). We will continue to provide a wide range of artistic, musical and other cultural activities for residents of Enderby. We anticipate higher expenses for the 2017 Enderby Arts Festival – see below. Our ongoing expenses include:

- ▲ Renting physical premises at **617 Cliff Ave.** at \$525 per month. We continue to use this location for board meetings, members socials, storage of many signs and canopies used for the arts festival, concerts, and Music by the River. Over the past year we have rented the premises out for some artist workshops, a monthly poetry group, a Census training session, meetings. We hope that we can attract more rentals in 2017.
- ▲ In 2017 we are renting **2 large tents** for the **Enderby Arts Festival**, one more than last year. One will be used for the Grant Russell Entertainment Stage, and the other will provide shelter from rain and sun in the Family Fun Zone in Belvidere Park. Total cost of the rental, including delivery, setup and takedown for the 2 tents will be \$2240, an increase of \$1194 over last year's rental fee of \$1046.
- ▲ For our **5 Music by the River concerts** in 2017 (4 last year) we will continue to select quality musicians and bands who have proven track records and who can deliver high quality performances. We must pay these musicians/performers accordingly.
- ▲ In December, EDAC started hosting a monthly **Coffee House at the Enderby Drill Hall** to be held on the third Friday of each month through May. The

inaugural one on December 16 attracted over 50 people, including 14 performers. It was very successful. EDAC will pay the hall rental fee and also provide refreshments (if fundraising groups in the Enderby area do not take advantage of the opportunity to provide and sell refreshments at these Coffee Houses).

Although we have received funding from the BC Arts Council in the past, it is never guaranteed, and for our application to succeed, *we must demonstrate significant financial support from our local government.*

As you know, EDAC plays an important role in providing local cultural events and opportunities for residents of the City of Enderby, and in promoting cultural tourism to our city. We appreciate your past support of EDAC and the arts in Enderby.

*In summary, we are requesting a grant of \$3,000 (or more) from the City to help fund EDAC's activities, including the 2017 Enderby Arts Festival.*

A Report of EDAC's 2016 activities and a draft Schedule of 2017 EDAC events are enclosed.

Sincerely,



Diana Inselberg

President (on behalf of the Board of the Enderby & District Arts Council)

## Enderby & District Arts Council (EDAC)

### Report of Activities for 2016

- ▲ **EDAC's Board in 2016** - President, Diana Inselberg, Past President, Karen Rohats, Vice-President, Desiree Roell, Treasurer Jean Koenig (till Sept 30), Bertha Anchikoski (October -December), Secretary Neil Fidler, and Directors: Desiree Roell, Maureen Robertson, Gabriele Wesle, Lynne Stonier-Newman, Cathy Widmark, Sheldon Smoke, Rhonda Burr
- ▲ **Membership** currently stands at 94 adult members, 4 corporate and 12 non-profit groups
- ▲ **Rented** space at 617 Cliff Ave. for artist workshops, monthly poetry group, census training session, etc.
- ▲ **Presented 4 Free Music by the River Concerts:** June – August, 3 in Enderby, 1 in Mara ( Corporate Sponsors – Tony's Tire Service Ltd, Mcleod Agencies, Enderby and District Financial)
- ▲ **Presented** “Brisas del Palmar” Cuban Dance Band again in September at the Drill Hall.
- ▲ **Presented** slide show and talk by local photographer, Janet Brown in October on Grizzlies of the Great Bear Rainforest. This attracted an audience of over 100, many from outside Enderby.
- ▲ **Hosted** initial organizational meeting of the new Enderby community choir. 37 signed up that day.
- ▲ **Posted Notice** of our events on Facebook, our EDAC website, in local media & put up posters.
- ▲ **Enderby Arts Festival** July 24. Once again, a great success. Rented a large tent and platform for the Grant Russell Entertainment Stage. The Family Fun Zone in Belvidere Park in collaboration with the Enderby & District Community Resource Centre was even more successful than the previous year.
- ▲ **Presented** a Quilt Show and Raffle by the Enderby Cliff Quilters in our EDAC Arts Centre as part of the arts festival.
- ▲ **2 Annual bursaries** were given to AL Fortune (each for \$500): EDAC bursary and the Alyson Witts Leadership Award.
- ▲ **Grant of \$750** to the new Enderby Cliff Notes Community Choir for startup costs.
- ▲ **Grant of \$94.50 & mileage** to the new Enderby Cliff Notes Community Choir to send 3 people to a choral workshop in Kelowna on June 25.
- ▲ **Grant of \$500** to the Enderby & District Garden Club towards completion of the mural in the Cornerstone Garden on the side of the Telus building, to be paid to the artist, Heather Edwards.
- ▲ **Grant of \$75** to Mara resident to attend an art workshop in Enderby.
- ▲ **Sponsored** Student Art Show in the Courtyard Gallery (\$200) in April.
- ▲ **Participated** in the **Canada Day Parade**, distributing summer music schedules/bookmarks.
- ▲ **Participated** in the official street opening party on July 16<sup>th</sup> – had booth and offered 2 for 1 memberships for that day only.
- ▲ **Started** a monthly Coffee House on December 16 at the Enderby Drill Hall, to be held monthly, through May 2017.
- ▲ **Hosted** “members only” social evenings with local guest speakers and artists, food purchased from local restaurants.
- ▲ **Offered** space for a Gingerbread House display during the Enderby Christmas celebrations, but none appeared.

*We would like to thank The Mayor and City Council for their ongoing support of EDAC. We believe that we make an important contribution to the cultural life of this community, and that we help bring people from other communities to enjoy our city.*

Diana Inselberg, President  
January 2017



## EDAC Schedule of Events      2016 – 2017

October 16 - May	Enderby Poetry Group (monthly)	1 pm EDAC Arts Centre
October 17	Member Social/ Ted Wesley singer/songwriter	5 pm, EDAC Arts Centre
October 21	Lecture/Slide Show – local photographer Janet Brown - Bears of The Great Bear Rainforest	7 pm DRILL HALL
December 12	Member Christmas Social	5 pm, EDAC Arts Centre
December 16	First Enderby Coffee House	7-10 Drill Hall
January 20, 2017	Enderby Coffee House	7-10 Drill Hall
February 17	Enderby Coffee House	7-10 Drill Hall
March 15	EDAC AGM	7 pm EDAC Arts Centre
March 17	Enderby Coffee House	7-10 Drill Hall
March	Concert - TBA	
March/April	Art Workshop for Children-TBA	EDAC Arts Centre
April 21	Enderby Coffee House	7-10 Drill Hall
May 19	Enderby Coffee House	7-10 Drill Hall
April or May	Adam Fitzpatrick - date TBA	Splatsin Centre
June–date TBA	Music by the River, Enderby – band TBA	7 pm, Belvidere Park
June 19	Member Social	5 pm, EDAC Arts Centre
July 1	Canada Day Parade participation	
July–date TBA	Music by the River, MARA, -, band TBA	Putula Park. Mara
July 29	ENDERBY ARTS FESTIVAL	Downtown, 9-4
July 30	Music by the River – band TBA	7 pm, Belvidere Park
August 20	Music by the River – Grindrod Garlic Festival – Feature Band	Grindrod Park, throughout the day
August-date TBA	Music by the River – band TBA	3 or 7 pm Belvidere Park
September TBA	Concert	
October	Member Social	5 pm, EDAC Arts Centre
October TBA	Lecture/Workshop with speaker	Drill Hall
November TBA	Concert? Workshop?	
December	Member Social	5 pm, EDAC Arts Centre

# ENDERBY & DISTRICT ARTS COUNCIL – BUDGET 2016-2017

## REVENUES

<b>EARNED REVENUES:</b>	
Concerts, Music by the River etc	5000
Facility rentals – 617 Cliff Ave	500
Membership Fees	500
Other Activities	300
Festivals/Fairs	1200
Fund Raising: corporate	2000
Special Event	700
<b><i>Total of Earned Revenues</i></b>	<b>10,700</b>
<b>REVENUES from BC ARTS COUNCIL:</b>	
Basic Assistance	3065
Local Government Matching (by the BC Arts Council)	3500
Annual Performance Award*	6000
(*note that amount is unknown at this time and that BC Arts Council funds cannot be used for capital expenditures)	
<b><i>Total Anticipated Revenues from BC Arts Council</i></b>	<b>12,565</b>
<b>OTHER REVENUES:</b>	
Local Government Grants	6000
<b><i>Total Grant Revenues</i></b>	<b>6000</b>
<b>TOTAL ALL REVENUES</b>	<b>29,370</b>
<b><i>Total Revenues</i></b>	<b>29,370</b>
<b><i>Total Expenses</i></b>	<b>33,765</b>
<b>ANNUAL SURPLUS (DEFICIT)</b>	<b>(-4395)</b>

## ENDERBY & DISTRICT ARTS COUNCIL – BUDGET 2016-2017

### EXPENSES

<b>GRANTS:</b>	
Scholarships/Awards	3000
Other (Hospitality and Gifts)	100
<b><i>Total Grant Expenses</i></b>	<b>3100</b>
<b>PROJECT EXPENSES:</b>	
Concerts series (including Music by the River)	9600
Arts Festival/Fairs	5000
Other (Short term venue rentals, e.g. Drill Hall)	800
Other (Marketing & Production Fees)	2250
<b><i>Total Project Expenses</i></b>	<b>17,650</b>
<b>ADMINISTRATIVE EXPENSES:</b>	
Advertising	800
Memberships (brochures, advertising, etc)	500
Office Rent – 617 Cliff Ave	6300
Office Supplies	500
Travel (mileage)	200
Bank Charges, Insurance, Audit, Bookkeeping	3000
Other (Supplies & Production Fees at events)	1400
Other (Copyright, Royalties)	315
<b><i>Total Administrative Expenses</i></b>	<b>13,015</b>
<b>TOTAL ALL EXPENSES</b>	<b>33,765</b>

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Assistant Corporate Officer  
Date: December 20, 2016  
Subject: Amendment to Public Spaces Bylaw No. 1604, 2016 to Ban Smoking Near Playgrounds

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**RECOMMENDATION**

THAT Council gives three readings to the City of Enderby Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1621, 2017.

**BACKGROUND**

The City of Enderby has adopted Public Spaces Bylaw No. 1604, 2016 which enables the more effective regulation of its public spaces. The Bylaw addresses the smoking of tobacco in public spaces, among other things.

With regards to smoking in public places, Enderby City Council resolved to enhance what was then known as the Tobacco Control Regulation by prohibiting smoking in a Public Space that is within 6 metres of a doorway, window or air intake of a place which is ordinarily open to the public or is a work place (at the time, the Tobacco Control Regulation specified a distance of only 3 metres); since the Public Spaces Bylaw was adopted, the Provincial Tobacco Control Regulation was renamed to the Tobacco and Vapour Products Control Regulation and amended to broaden the regulations to include e-cigarettes and vaping, as well as to increase the specified distance from a doorway, window or air intake from 3 metres to 6 metres. In other words, the Public Spaces Bylaw now has restrictions equivalent to Provincial regulation.

Given that parks are the jurisdiction of the Enderby & District Services Commission, Enderby City Council resolved to refer the matter of regulating smoking within Enderby parks to the Commission.

Given the range of options for regulating smoking within parks, from mirroring the Tobacco and Vapour Control Regulation (6 metres of a doorway, window or air intake of a public place) through to a full ban, the Commission initiated a public consultation process to gauge the public's preferred level of regulation for smoking within parks; this public consultation process involved a survey that was posted on the City's website and social media pages.

A total of 113 people responded to the survey and an overview of the results is attached as a Schedule to this memorandum.

Through the survey, it was determined that there is strong public support for some form of regulation for smoking in parks, particularly near playgrounds, with 84.1% of respondents stating that they supported banning smoking near playgrounds. Given this, the Enderby & District Services Commission recommended that Enderby City Council amend its Public Spaces Bylaw to ban smoking within 6 metres of playgrounds. In addition, the Commission resolved to install 'No Smoking' signs at all playgrounds within the jurisdiction of the City of Enderby Public Spaces Bylaw, subject to Council amending the Public Spaces Bylaw in accordance with the Commission's recommendation.

Given the above, Staff are advancing an amendment to the Public Spaces Bylaw to ban smoking within 6 meters of playgrounds, as well as to broaden the regulations to encompass e-cigarettes and vaping, consistent with the recently amended Tobacco and Vapour Products Control Regulation.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Kurt Inglis', is written over a horizontal line.

Kurt Inglis  
Planner and Assistant Corporate Officer

Schedule "A"

Commission

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

**To:** Tate Bengtson, Chief Administrative Officer  
**From:** Kurt Inglis, Planner and Assistant Corporate Officer  
**Date:** November 30, 2016  
**Subject:** Results of Smoking Survey

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**RECOMMENDATION**

**THAT the Enderby & District Services Commission recommends Enderby City Council amend its Public Spaces Bylaw to ban smoking within 6 metres of playgrounds;**

**AND THAT the Commission Installs 'No Smoking' signs at all playgrounds within the jurisdiction of the City of Enderby Public Spaces Bylaw, subject to Council amending the Public Spaces Bylaw in accordance with the Commission's recommendation;**

**AND THAT the Commission continues to monitor feedback on restricting smoking at Tuey Park beach to a designated smoking area;**

**AND THAT the Commission occasionally reviews the regulation of smoking within Enderby parks to assess its effectiveness and evolving public opinion;**

**AND FURTHER THAT in order to discourage cigarette butts from being discarded into the Shuswap River, the Commission refers the installation of cigarette dispensers near picnic tables along the Riverwalk to 2017 Budget (~\$1,800).**

**BACKGROUND**

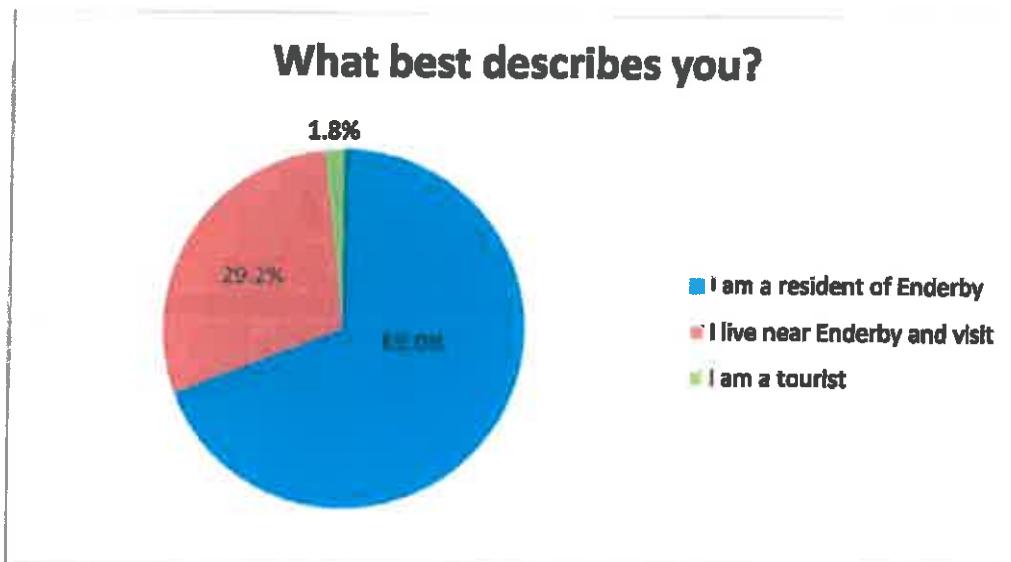
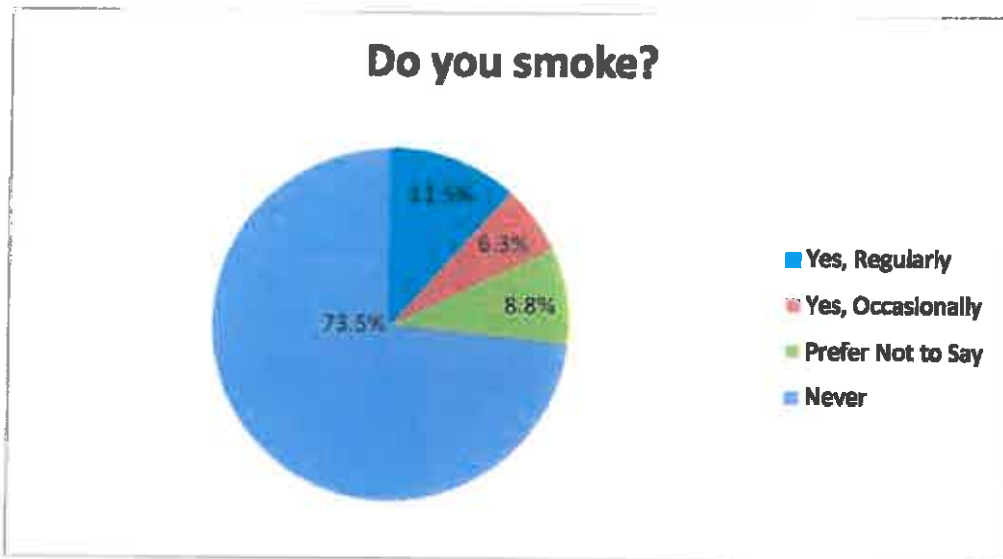
The City of Enderby has adopted Public Spaces Bylaw No. 1604, 2016 which enables the more effective regulation of its public spaces. The Bylaw addresses the smoking of tobacco in public spaces, among other things.

With regards to smoking in public places, Enderby City Council resolved to enhance what was then known as the Tobacco Control Regulation by prohibiting smoking in a Public Space that is within 6 metres of a doorway, window or air intake of a place which is ordinarily open to the public or is a work place (at the time, the Tobacco Control Regulation specified a distance of only 3 metres); since the Public Spaces Bylaw was adopted, the Provincial Tobacco Control Regulation was renamed and amended to broaden the regulations to include e-cigarettes and vaping, as well as to increase the specified distance from a doorway, window or air intake from 3 metres to 6 metres. In other words, the Public Spaces Bylaw now has restrictions equivalent to Provincial regulation.

Given that parks are the jurisdiction of the Enderby & District Services Commission, Enderby City Council resolved to refer the matter of regulating smoking within Enderby parks to the Commission.

Given the range of options for regulating smoking within parks, from mirroring the Tobacco Control Regulation (6 metres of a doorway, window or air intake of a public place) through to a full ban, the Commission initiated a public consultation process to gauge the public's preferred level of regulation for smoking within parks; this public consultation process involved a survey that was posted on the City's website and social media pages. The information gathered through the survey is now being reported back to the Commission for consideration.

A total of 113 people responded to the survey and a breakdown of the respondents is as follows:



The critical question that the respondents were asked was 'What do you think about smoking tobacco?' with the available answers including:

- It should be banned for all parks, recreational trails, and beaches*
- It should be banned near any structure*
- It should be banned near playgrounds*
- It should be banned on recreational trails*
- It should be banned on beaches*
- It is okay provided it is not within 3 metres of a door, window, or air intake*
- It should be allowed in all locations*

It should be noted that the 'It is okay provided it is not within 3 metres of a door, window, or air intake' answer is not reflective of the current regulations, given that the survey was opened prior to the amendment to the Tobacco Control Regulation which increased the specified distance to 6 metres.

The breakdown of the responses to this question is as follows:

<i>It should be banned for all parks, recreational trails, and beaches</i>	<b>59.3%</b>
<i>It should be banned near any structure</i>	<b>33.6%</b>
<i>It should be banned near playgrounds</i>	<b>84.1%</b>
<i>It should be banned on recreational trails</i>	<b>62.8%</b>
<i>It should be banned on beaches</i>	<b>69.0%</b>
<i>It is okay provided it is not within 3 metres of a door, window, or air intake</i>	<b>26.5%</b>
<i>It should be allowed in all locations</i>	<b>7.1%</b>

The strongest support was to ban smoking near playgrounds (84.1%) and on beaches (69.0%).

Of the 83 non-smokers surveyed, 89.2% supported some form of regulation for smoking in parks.

Of the 20 smokers surveyed, 55% supported some form of regulation for smoking in parks.

Of the 10 people surveyed who preferred not to say whether they smoked, 90% supported some form of regulation for smoking in parks.

Of the 64 frequent or very frequent park users surveyed, 82.8% supported some form of regulation for smoking in parks.

Of the 12 infrequent or rare park users surveyed, 83.3% supported some form of regulation for smoking in parks.

Respondents were asked whether their personal use of beaches/parks would change with the introduction of regulation for smoking in parks; 18.6% stated that their use would increase significantly,



**29.2%** stated that their use would increase moderately, **3.5%** stated their use would decrease moderately, **6.2%** stated their use would decrease significantly, and **42.5%** stated that their use would not change.

Lastly, the survey provided an opportunity for respondents to provide additional comments; the two major themes arising from these comments related to concerns over enforcement ability and a desire to implement designated smoking areas in parks which would include ashtrays to cut down on littering. As the comments may disclose personally identifiable information, they are being circulated separately to protect privacy.

Respectfully Submitted,



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**Kurt Inglis**  
**Planner and Assistant Corporate Officer**

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1621

A BYLAW TO AMEND THE CITY OF ENDERBY PUBLIC SPACES BYLAW NO. 1604, 2016

WHEREAS Council of the City of Enderby has adopted "The City of Enderby Public Spaces Bylaw No. 1604, 2016";

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

1. This bylaw may be cited as the "City of Enderby Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1621, 2017".
2. Section 3.22 of "City of Enderby Public Spaces Bylaw No. 1604, 2016" is deleted and the following is substituted therefore:
  - 3.22 No person shall smoke tobacco, hold lighted tobacco, use an e-cigarette, or hold an activated e-cigarette:
    - a. In any public building or structure of a Public Space that is fully or substantially enclosed;
    - b. In a Public Space that is within 6 metres of a doorway, window or air intake of a place which i) is ordinarily open to the public, ii) is a work place, or iii) is a prescribed place as defined within the Tobacco and Vapour Products Control Regulation; or
    - c. In a Public Space that is within 6 metres of a playground.

READ a FIRST time this day of ,

READ a SECOND time this day of ,

READ a THIRD time this day of .

ADOPTED this day of ,

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**RDNO Building Permits Issued by Date Range**

Category: **BUILDING PERMITS**

Type: **ALL**

From Date: Dec 1, 2016 To Date: Dec 31, 2016

Area: **CITY OF ENDERBY**

Report Code	Folder Number / Ref. / Folio	Status	Issued Date	Completed Date	Unit	House	Street	New Units / SQM	Value
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**ACCESSORY BUILDING**

NEWACC	BP024300	ACTIVE	Dec 9, 2016		400	410	PRINCESS ST	0	100,000.00
	16-0471-END-BP							62	
	208.0604.500								

Report Code Totals      Permits: 1      0      100,000.00

Folder Type Totals      Permits: 1      0      100,000.00

**RDNO Building Permits Issued by Date Range**

Category: BUILDING PERMITS

Type: ALL

From Date: Dec 1, 2016 To Date: Dec 31, 2016

Area: CITY OF ENDERBY

Report Code	Folder Number / Ref. / Folio	Status	Issued Date	Completed Date	Unit	House	Street	New Units / SQM	Value
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**INSTITUTIONAL**

ADDINS	BP024292	NEW	Dec 23, 2016				1308 SICAMOUS RD	0	462,000.00
	16-0457-END-BP							0	
	208.0619.002							0	

Report Code Totals      Permits: 1      0      462,000.00

Folder Type Totals      Permits: 1      0      462,000.00

Report Totals      Permits: 2      0      562,000.00

**RDNO Building Permits Issued Comparison for Year/Month - Summary**

Area: **CITY OF ENDERBY**

Category: **BUILDING PERMITS**

Year: **2016** Month: **12**

Folder Type	2016 / 12			2015 / 12			2016 to 12			2015 to 12		
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value
ACCESSORY BUILDING	1	0	100,000	0	0	0	4	0	154,000	2	0	27,653
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	2	0	33,440	1	0	150,000
DEMOLITION	0	0	0	0	0	0	1	0	0	0	0	0
INDUSTRIAL BUILDING	0	0	0	0	0	0	1	0	1,200,000	0	0	0
INSTITUTIONAL	1	0	462,000	0	0	0	1	0	462,000	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	2	2	320,000	0	0	370,000
MODULAR HOME	0	0	0	0	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	8	2	968,000	7	1	715,500
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0	0	0	0	0
<b>Report Totals</b>	<b>2</b>	<b>0</b>	<b>562,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>4</b>	<b>3,137,440</b>	<b>12</b>	<b>1</b>	<b>1,263,153</b>

*Agenda*

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Assistant Corporate Officer  
Date: January 3, 2017  
Subject: Digital Billboard Sponsorship Renewal for 2017

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**RECOMMENDATION**

THAT Council renews the annual digital billboard sponsorships for the year 2017;

AND THAT Council increases the annual digital billboard sponsorship value for the Enderby & District Lions Club to from \$5,000 to \$7,000.

AND THAT Council increases the annual digital billboard sponsorship value for the Anglican Church Women from \$1,000 to \$2,100.

**BACKGROUND**

In response to a high priority strategy identified through the Integrated Community Sustainability Planning process, the City of Enderby purchased and installed a community digital billboard to market community events and programming while also enhancing communication between the City of Enderby, its residents, and tourists.

As per the Digital Billboard Policy, local community groups and sports associations which are registered not-for-profit organizations or charities can apply to Council for an in-kind annual sponsorship which will go towards advertising on the digital billboard. Since the initial installation of the billboard, 32 groups/organizations have received a sponsorship from Council. It is recommended that Council renew the following groups/organizations' annual sponsorships for the year 2017:

Enderby & District Community Resource Centre	\$11,200
Enderby & District Services Commission	\$10,000
Alzheimer Society of BC	\$8,400
Royal Canadian Legion Branch #98	\$8,400
Enderby & District Curling Club	\$7,000
MV Beattie PAC	\$7,000
Enderby Preschool Society	\$5,600
Enderby & Area Early Years Committee	\$5,200
St. Andrews United Church	\$5,100
Enderby & District Lions Club	\$5,000
Enderby Fire Rescue Society	\$5,000

IODE Lambly's Landing Chapter	\$4,900
Okanagan Regional Library (Enderby Branch)	\$4,900
Enderby & District Arts Council	\$4,200
Enderby Artists' Initiative	\$4,200
Open Air Market	\$3,750
Shuswap Trail Alliance	\$3,500
Enderby Winter Market	\$3,000
Enderby Evangelical Chapel	\$2,800
Enderby Army Cadets	\$2,800
NexusBC	\$2,100
Enderby & Area Junior Air Rifle Program	\$2,100
Enderby Museum Society	\$2,100
Santa's Workshop	\$2,100
Hunter's Range Snowmobile Association	\$1,400
Enderby & District Seniors Complex	\$1,400
Enderby & District Garden Club	\$1,400
Anglican Church Women	\$1,000
Enderby in Motion	\$700
Polar Bear Dip	\$700
Okanagan Historical Society (Enderby Branch)	\$700
Canadian Cancer Society	\$700
<b>TOTAL</b>	<b>\$128,350</b>

The renewal of the annual digital billboard sponsorships will result in the City of Enderby providing local groups/associations with \$128,350 worth of advertising for the marketing of community events and programming throughout 2017, free of charge, which is a 42% increase from 2016 (\$90,250).

The Enderby & District Lions Club and Anglican Church Women received a digital billboard sponsorship valued at \$5,000 and \$1,000 respectively; given that the annual messaging needs have expanded for both of these organizations, Staff are recommending that the annual sponsorship amounts be increased to \$7,000 for the Lions Club and \$2,100 for the Anglican Church Women.

Respectfully Submitted,

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Kurt Inglis  
Planner and Assistant Corporate Officer



Agenda  
Corporation of The  
City of Enderby  
RECEIVED  
DEC 19 2016

Reference: 305380

**DEC 14 2016**

His Worship Mayor Greg McCune  
and Councillors  
City of Enderby  
PO Box 400  
Enderby BC V0E 1V0

Dear Mayor McCune and Council:

Thank you for providing the opportunity to meet with you during the 2016 Union of British Columbia Municipalities Convention.

I would like to acknowledge the work of the City of Enderby in managing the issues in your area.

Although we are not able to reinstate single Conservation Officer locations, we look forward to working with you to find creative solutions to complement our current zone management policy. I would invite you to contact Doug Forsdick, Chief Conservation Officer at [REDACTED] to continue our discussion on this topic.

In addition to Conservation Officer Service presence in the area, a number of other compliance and enforcement agencies may also respond to local complaints including Ministry of Environment Environmental Protection Officers; Ministry of Forests, Lands and Natural Resource Operations staff; as well as regional district and municipal staff.

Thank you again for taking the time to meet. I look forward to continuing to work with the City of Enderby in areas of mutual interest.

Sincerely,

Jim Standen  
Assistant Deputy Minister  
BC Parks and Conservation Officer Service Division

<b>Ministry of Environment</b>	Office of the Assistant Deputy Minister BC Parks and Conservation Officer Service Division	Mailing Address: PO Box 9339 Sta Prov Govt Victoria BC V8W 9M1	Telephone: 250 387-1288 Facsimile: 250 387-5669 Website: <a href="http://www.gov.bc.ca/env">www.gov.bc.ca/env</a>
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THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Enderby & District Services Commission  
From: Tate Bengtson, CAO  
Date: January 12, 2017  
Subject: Anatomy of an Emergency

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**RECOMMENDATION**

THAT Council receives and files this memorandum.

**BACKGROUND**

It is known that the City of Enderby, along with other communities in the North Okanagan, will self-deliver emergency management services after North Okanagan Emergency Management sunset at the end of 2016. What is not as well known is that, even under that inter-municipal system, the participating communities already handled smaller-scale (Level 1) emergency management situations directly.

The major changes going forward will be that the City of Enderby is now responsible for handling larger-scale emergencies, including running its own Emergency Operations Centre, delivering emergency social services, and liaising with outside organizations including Emergency Management BC.

A recent – thankfully small scale – emergency in Enderby is illustrative of how an emergency management system is deployed. In this case, given the proximity to the end of the inter-municipal program, the decision was made to deliver emergency management directly.

Below is a timeline of the emergency provided for Council's information. (Note that this is purely in terms of how a small scale emergency is handled from an Emergency Operations Centre perspective; the incident command side led by the Fire Department is a much different aspect of the emergency, and it was the Fire Department's first-rate response that was absolutely critical to containing this accident to a small emergency.) As this proved to be a relatively small emergency, it only shows a fraction of what would occur during a major event; however, it also serves as a useful illustration of what goes on "behind the scenes" as response agencies cooperate to ensure emergency response and recovery is effective and efficient. Most importantly, it is also testament to how multi-agency collaboration functions to ensure that resources are at the ready to respond to and recover from an emergency event...even on Christmas Day when staffing tends to be minimal.

The event in this case was a vehicle accident after 5pm on December 25. The accident resulted in a fuel spill on Highway 97A between Cliff Avenue and Mill Avenue – literally right in front of City Hall.

5:44pm – Dispatch text received regarding accident, Fire Department mobilizes and responds to the incident, including setting up traffic control around the accident scene.

5:56pm – Fire Chief contacts EOC Director and advises that extent of spill is not known but may overwhelm the department's spill containment resources.

5:57pm – EOC Director contacts Provincial Emergency Program, reports all known details of the spill and obtains an event number, which is critical if the City is to recover costs associated with emergency response.

6:02pm – Fire Chief is advised by EOC Director that Public Works on-call employee would be deployed to assess situation and mobilize additional equipment (such as hydrovac unit to intercept a fuel spill that enters a storm drain) as needed.

6:09pm – Public Works deployed and verifies that inflow of contaminants to storm drain not presently at risk.

6:46pm – incoming call from Ministry of Environment to gain an assessment of the situation after being alerted by the Provincial Emergency Program. Advised of initial details and confirmed that more would be known shortly. EOC Director asks that the nearest resources for a serious spill response into a river be readied to deploy if situation necessitates.

6:59pm – EOC Director provides to Ministry of Environment a situation report and advises that existing resources are sufficient.

7-8pm – Source of fuel spill is contained and vehicles involved in accident removed from the scene. JPW (the Highways maintenance contractor) assesses on-site and offers resources. Public Works deploys loader and dump truck to collect diesel-contaminated snow and spill pads.

In the following days, an appropriate disposal facility for the contaminants was identified with the assistance of an RDNO Environmental Services manager. The contaminants were transported in a hydrovac unit licensed for transportation of hazardous materials.

Invoices begin to arrive over the next few weeks, which are assessed and assembled by the EOC Finance Section Chief (also the City's Chief Financial Officer) into an emergency response claim that will be filed with Emergency Management BC. This step is critical to ensuring that the City is obtaining cost recovery from the Province on eligible response expenses.

EOC Director and Planning Section Chief review the Emergency Plan response protocol for spills to verify if any best practices or lessons learned should be incorporated for future events.

The above is an "anatomy" of what occurs during a relatively small event. It shows not only the necessity of multi-agency cooperation, but also demonstrates how these various agencies are at the ready and prepared to work towards the common goals of public safety and environmental health.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer