



REGULAR MEETING OF COUNCIL

AGENDA

DATE: Tuesday, September 4, 2018
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of August 13, 2018 Council Meeting](#) Page 1

[Public Hearing Report – Amendment Bylaw No. 1659, 2018](#) Page 6

A public hearing held on the regulation and personal growing of cannabis and the commercial production of non-medical cannabis.

3. PUBLIC AND STATUTORY HEARINGS

[Official Community Plan Amendment Bylaw No. 1660, 2018](#) Page 7

A bylaw to amend Official Community Plan Bylaw No. 1549, 2014

4. PETITIONS AND DELEGATIONS

5. DEVELOPMENT MATTERS

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

7. BYLAWS

3 Readings

[Public Spaces Amendment Bylaw No. 1661, 2018](#) Page 8

A bylaw to amend the Public Spaces Bylaw No. 1604, 2016

3rd Reading and Adoption

[Official Community Plan Amendment Bylaw No. 1660, 2018](#) Page 9

A bylaw to amend Official Community Plan Bylaw No. 1549, 2014

Adoption

[Zoning Amendment Bylaw No. 1659, 2018](#) Page 10

A bylaw to amend the Zoning Bylaw No. 1550, 2014

8. REPORTS

Mayor and Council

9. NEW BUSINESS

a. [Community Heritage Register – Civic Buildings](#) Page 13
Memo from Planner and Deputy Corporate Officer dated August 29, 2018

b. [2019 Permissive Tax Exemptions](#) Page 14
Memo from Chief Financial Officer dated August 24, 2018

c. [Community Emergency Preparedness Fund – Emergency Social Services](#) Page 16
Memo from Planner and Deputy Corporate Officer dated August 29, 2018

d. [Community Emergency Preparedness Fund – Evacuation Route Planning](#) Page 17
Memo from Planner and Deputy Corporate Officer dated August 29, 2018

e. [Green Communities Correspondence](#) Page 19
Letter dated August 15, 2018

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

Closed to the public, pursuant to Section 90 (1) (e), (j) and 90 (2) (b) of the *Community Charter*

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, August 13, 2018, 2018 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 Brian Schreiner
Councillor Shawn Shishido

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

APPROVAL OF AGENDA

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

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of July 16, 2018

Moved by Councillor Shishido, seconded by Councillor Schreiner that the minutes of the regular meeting of July 16, 2018 be adopted as circulated.

Carried

PUBLIC AND STATUTORY HEARINGS

The regular meeting gave way to a public hearing at 4:31 p.m.

The regular meeting re-convened at 4:34 p.m.

PETITIONS AND DELEGATIONS

Graham Todd, President – Enderby and District Chamber of Commerce

Mr Todd reported that the new Board of Directors is working on bringing the Chamber back to where it should be. They will be focusing on working with the City, with the citizens, and with the business community.

Sub-committees have been established and he is pleased that there are representatives from Council on each of the committees.

In response to questions from Council:

Councillor Schreiner reported that Council had earlier been discussing the pull-out stop at the north end of town. It was believed that it was once an initiative of the Chamber to market local business and tourism. It has become a maintenance issue and consideration has been given to either improve the area or to have it de-commissioned. Mr Todd responded that he will present the topic to the Board for their consideration and will report back to Council.

Councillor Shishido queried whether the RV Park Committee would be given a working budget or just submitting recommendations to the Board. Mr. Shipmaker stated that priorities would be set and would be compared against the wishes of the City. A budget would be established accordingly. It was noted that income flow from the RV Park occurs later in the year.

DEVELOPMENT MATTERS

0016-18-DVP-END

Lot B, Section 26, Township 18, Range 9, W6M, KDYD – 137 Salmon Arm Drive
Applicant: Jonathan Sagh

The Planner and Deputy Corporate Officer introduced the application and provided a brief review of his report. There were no written submissions and no speakers.

Moved by Councillor Baird, seconded by Councillor Case that council authorize the issuance of a Development Variance Permit for the property legally described as Lot B, Section 26, Township 18, Range 9, West of the 6th Meridian, Kamloops (formerly Osoyoos) Division Yale District, Plan EPP29460 and located at 137 Salmon Arm Drive to permit a variance to section 308.4.b of Zoning Bylaw No. 1550, 2014 by increasing the maximum size of a domestic garage or shop from 80.3m² (864 square feet) to 111.5 m² (1,200 square feet), for the purposes of constructing a pole shed.

Carried

FireSmart Implementation Planning Process – Award of Contract

Memo from Planner and Deputy Corporate Officer dated August 1, 2018

Moved by Councillor Shishido, seconded by Councillor Schreiner that Council award the contract for the FireSmart Implementation Planning process to Forsite Consultants Ltd. in the amount of \$8,600.

Carried

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

Bus Stop Location Survey Results

Moved by Councillor Shishido, seconded by Councillor Schreiner that Council does not proceed with relocating the bus stop to Mill Avenue west of George Street at this time, and requests further consultation with BC Transit to explore alternate locations.

Carried

Community Wildfire Protection Plan Recommendations – Action Plan – Memo from Planner and Deputy Corporate Officer dated August 10, 2018

Moved by Councillor Case, seconded by Councillor Davyduke that Council supports the Action Plan for the recommendations arising from the Community Wildfire Protection Plan dated July 12, 2018.

Carried

BYLAWS – 3rd Reading

Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018

A bylaw to regulate the personal growing of cannabis and the commercial production of non-medical cannabis

Moved by Councillor Davyduke, seconded by Councillor Baird that Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018 be given third reading and forwarded to the Ministry of Transportation and Infrastructure for approval.

Carried

BYLAWS – 1st and 2nd Readings

Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018

A bylaw to amend Official Community Plan Bylaw No. 1549, 2014

Moved by Councillor Baird, seconded by Councillor Knust that Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018 be given first and second reading.

Carried

REPORTS

Councillor Baird

- Enderby and District Arts Council – attended the arts festival and music by the river.
- Attended the opening of the Riverside Hall Playground.
- There is a Friday Night Lights organizers meeting tomorrow.
- Mr. Raboch has agreed to have his lot off Regent Avenue available for event parking for Friday Night Lights.
- UBCM hotel rooms have been booked at the Sundial.

Councillor Shishido

Councillor Shishido visited the Enderby Fish and Game shooting range and found it an excellent stress reliever.

Councillor Knust

Councillor Knust suggested that the local realtors be invited to report quarterly to Council as they have a good perspective as to what is happening in the community.

2017 Drinking Water Annual Report – Memo from Chief Administrative Officer dated July 25, 2018

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

RCMP 2nd Quarter Policing Report

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

The Chief Administrative Officer provided a brief report on the Citizens on Patrol Program:

- Patrols have taken place 1 – 2 times per week. They work in teams of 2.
- Their presence is serving as a deterrent. They are also providing assurance to the public that there are eyes and ears watching out for them, and reporting issues to the RCMP.
- Public tips are getting updated on the COP internal site. They are also being forwarded to the RCMP.
- Recent overtime approvals have resulted in an increased police presence at Tuey Park and Eby's hand launch.

Disclosure of Contracts – Council – Memo from Chief Financial Officer dated August 3, 2018

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

June 2018 Financial Report – Memo from Chief Financial Officer dated August 3, 2018

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

Carried

Mayor and Council Remuneration – Memo from Chief Financial Officer dated August 7, 2018

Moved by Councillor Schreiner, seconded by Councillor Case that Council adjusts the remuneration for Mayor and Council to \$19,158 and \$10,142 respectively, in order to mitigate the remuneration loss as a result of Federal Budget changes, effective January 1, 2019.

Carried

Building Permit Detail Report

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

Carried

NEW BUSINESS

New Conservative Officer for Vernon – Correspondence from Ministry of Environment and Climate Change Strategy dated July 19, 2018

Moved by Councillor Case, seconded by Councillor Davyduke that the correspondence be received and filed.

Carried

Fire Training Centre Facility Improvements – Memo from Chief Administrative Officer dated August 10, 2018

Moved by Councillor Baird, seconded by Councillor Knust that Council endorse the Fire Training capital improvement plan for 2018.

Carried

PUBLIC QUESTION PERIOD

Emily Corrie of the Okanagan Advertiser made the following queries:

- Friday Night Lights – how big will it be this year? This year's event will be even larger than last year with lots of vintage cars and bikes and added activities.
- Bus stop relocation – was this initiated by the City? Yes, due to congestion on Mill Avenue.
- Pool repairs – If a study was done 5 years ago, why no progress? The study was for an indoor pool, which would have resulted in a huge tax increase. The present discussion is for an outdoor pool, which is much more cost effective.

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Case that the regular meeting adjourn at 5:20 p.m.

Carried

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held on August 13, 2018 at 4:31 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 Brian Schreiner
Councillor Shawn Shishido

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

Mayor McCune read the rules of procedure for the public hearings and introduced the following Bylaws:

Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018

A bylaw to regulate the personal growing of cannabis and the commercial production of non-medical cannabis.

The Planner provided an overview of the background information related to the Amendment Bylaw and reported that no written submissions were received.

There were three calls for the public to make representation regarding the bylaw. There were no speakers. No written submissions were received.

The Mayor made his closing statement and declared the Public Hearing closed at 4:34 pm.

Pursuant to Section 465 (6) of the *Local Government Act*, I, Tate Bengtson, CAO, hereby certify this to be a fair and accurate report of the Public Hearings held on August 13, 2018.



Signature

Aug 16/18

Date

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1660

A BYLAW TO AMEND THE CITY OF ENDERBY OFFICIAL COMMUNITY PLAN BYLAW NO.
1549, 2014 AND AMENDMENTS THERETO

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Official Community Plan Bylaw No. 1549, 2014";

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 Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018".
2. Amend Schedule "A" of the Official Community Plan Bylaw No. 1549, 2014 by adding Policy 12.3.e as follows:
 - e. Council supports the property legally described as KAMLOOPS DIVISION OF YALE DISTRICT, PLAN KAP211B PORTION LOT 6-7, EXC SHUSWAP-OK RLY SRW and located at 600 Railway Street as a potential location for a hotel development.

READ a FIRST time this 13th day of August, 2018.

READ a SECOND time this 13th day of August, 2018.

Advertised on the day of , 2018 and the day of , 2018, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2018.

READ a THIRD time this day of , 2018.

ADOPTED this day of , 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1661, 2018

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. 1661, 2018".
2. Section 2 - DEFINITIONS AND INTERPRETATION of "City of Enderby Public Spaces Bylaw No. 1604, 2016" is hereby amended by replacing the definition of 'Public Space' as follows:

"Public Space" includes:

- i. an area of land, including a Highway or Park, or improvement on the land, in respect of which the City holds an interest so as to possess and control the land or improvement, which land or improvement is available for public use, access or both, and includes without limitation civic buildings, areas around civic buildings, and areas which are used, or may be used, as Highway or Park;
 - ii. unoccupied areas of Crown Land contiguous to a watercourse; and
 - iii. the former Canadian Pacific Railway corridor shown as 'Transportation Corridor' on Schedule 'H' of City of Enderby Zoning Bylaw No. 1550, 2014.
3. Section 3 - PROHIBITIONS of "City of Enderby Public Spaces Bylaw No. 1604, 2016" is hereby amended by including Section 3.3.a as follows:
 - 3.3.1 Waste receptacles shall not be used for the depositing of residential refuse unless explicitly marked for that purpose.

READ a FIRST time this day of , 2018.

READ a SECOND time this day of , 2018.

READ a THIRD time this day of , 2018.

ADOPTED this day of , 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1660

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1549, 2014 AND AMENDMENTS THERETO

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2. Amend Schedule "A" of the Official Community Plan Bylaw No. 1549, 2014 by adding Policy 12.3.e as follows:
 - e. Council supports the property legally described as KAMLOOPS DIVISION OF YALE DISTRICT, PLAN KAP211B PORTION LOT 6-7, EXC SHUSWAP-OK RLY SRW and located at 600 Railway Street as a potential location for a hotel development.

READ a FIRST time this 13th day of August, 2018.

READ a SECOND time this 13th day of August, 2018.

Advertised on the day of , 2018 and the day of , 2018, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2018.

READ a THIRD time this day of , 2018.

ADOPTED this day of , 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1659, 2018

A BYLAW TO AMEND THE CITY OF ENDERBY ZONING BYLAW NO. 1550, 2014 AND
AMENDMENTS THERETO

WHEREAS pursuant to Section 479 of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 1550, cited as "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

WHEREAS Council of the City of Enderby has determined to make an amendment to "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

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

CITATION

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018".

AMENDMENTS

2. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Marihuana' and including the definition of 'Cannabis' and 'Cannabis Plant' as follows:

CANNABIS has the same meaning as defined within the *Cannabis Act*, as amended from time to time.

CANNABIS PLANT means a plant that belongs to the genus *Cannabis*.

3. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Marihuana-Related Business' and including the definition of 'Cannabis-Related Business' as follows:

CANNABIS-RELATED BUSINESS means a business, not-for-profit, charity, cooperative, shared economy venture, or other entity which uses a premises for the consumption, display, storage, sale, trade or other exchange of cannabis or cannabis-containing products, including but not limited to dispensaries and compassion clubs, as permitted by Provincial and Federal enactment.

4. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Medical Marihuana Production Facility' and including the definition of 'Cannabis Production' as follows:

CANNABIS PRODUCTION means to obtain Cannabis by any method or process, including by

- i. manufacturing;
- ii. synthesis;
- iii. altering its chemical or physical properties by any means; or
- iv. cultivating, propagating or harvesting it or any living thing from which it may be extracted or otherwise obtained,

provided it is permitted by Provincial and Federal enactment; this specifically excludes Personal Growing of Cannabis.

5. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including the definition of 'Personal Growing of Cannabis' as follows:

PERSONAL GROWING OF CANNABIS PLANTS means the personal cultivation, propagation or harvesting of Cannabis Plants, provided it is permitted by Provincial and Federal enactment.

6. Amend Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing all references to 'Medical Marihuana Production Facility' with 'Cannabis Production'.
7. Amend Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing all references to 'Marihuana-Related Business' with 'Cannabis-Related Business'.
8. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 307.3.g as follows:

g. Personal Growing of Cannabis in the following circumstances:

- i. Outdoors;
- ii. In any mobile unit used on a permanent or temporary basis as a residence, or the land contiguous to the unit, or a building or structure on land contiguous to the mobile unit;
- iii. In any building or structure kept or occupied as a temporary residence, or the land contiguous to the temporary residence, or a building or structure on land contiguous to the temporary residence;
- iv. In any residential dwelling occurring as part of a mixed use development;
or
- v. In multiple occupancy buildings where there are shared walls.

9. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 307.7 as follows:

7. Personal Growing of Cannabis

The Personal Growing of Cannabis shall be subject to the requirements contained in the City of Enderby Personal Growing of Cannabis Policy.

10. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing the title of Section 312 as follows:

312 Cannabis Production within the Agricultural Land Reserve

11. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing Section 312.5 as follows:

5. No Cannabis Production shall be located within 100 meters of any residential zone, daycare facility, preschool, playground, community centre, school, public park, civic or religious institution or any use catering to individuals under the age of 18.

12. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 312.8 as follows:

8. Cannabis Production is not permitted in the Agricultural Land Reserve unless it is considered a 'farm use' in accordance with the Agricultural Land Reserve Use, Subdivision and Procedures Regulation, B.C. Reg. 171/2002.

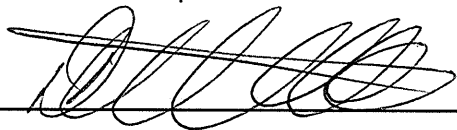
READ a FIRST time this 16th day of July, 2018.

READ a SECOND time this 16th day of July, 2018.

Advertised on the 2nd day of August, 2018 and the 9th day of August, 2018, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the 13th day of August, 2018.

READ a THIRD time this 13th day of August, 2018.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this 14 day of August, 2018.



District Development Technician
Ministry of Transportation and Infrastructure

ADOPTED this day of , 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: August 29, 2018
Subject: Community Heritage Register - Civic Buildings

RECOMMENDATION

THAT Council supports the development of a Community Heritage Register for civic buildings within the City of Enderby with heritage value, with the Drill Hall and City Hall to be the first buildings added to the registry.

BACKGROUND

A Community Heritage Register (CHR) is a heritage planning tool that identifies local places which embody a community's heritage values and character-defining elements. A CHR provides information regarding the heritage value of a property, while improving education and awareness of local heritage within a community. A CHR does not provide heritage protection to properties on the Register. In addition to the informational purpose, properties that are included in a CHR may be eligible for grant funding opportunities which are intended to preserve key heritage assets within a community; it is in this respect that Staff feel there may be important benefits to ensuring that particular civic properties are included on a Register.

When Staff engaged with a Heritage Planner through the Heritage Branch of the Provincial government as part of the City's most recent Official Community Plan update, the Heritage Planner recommended the establishment of a CHR as a highly effective tool for educating and raising awareness regarding heritage values and resources, while in no way encumbering a property.

Given this, Staff are recommending that Council supports the development of a CHR for civic buildings within the City of Enderby with heritage value, with the Drill Hall and City Hall to be the first buildings added to the Registry. This Register for civic buildings would enable the City to pursue grant funding opportunities for maintaining and preserving these assets. Once the CHR has been developed, Staff will advance it to Council for adoption via a Council resolution pursuant to Section 598 of the *Local Government Act*. At this time, the CHR would focus on civic properties only; however, should residential or commercial properties request that they be added, it would be referred to the Enderby & District Heritage Commission for input and evaluation.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: August 24, 2018
Subject: 2019 Permissive Tax Exemptions

Recommendation:

THAT Council approves providing the properties as listed on Appendix "A" with a permissive tax exemption for 2019.

Background:

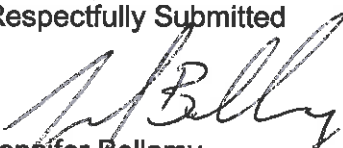
Appendix "A" is a listing of the properties for which the Finance Portfolio recommends providing a permissive tax exemption in 2019, along with the estimated amount of taxes that would be exempt. There has been no change to the properties listed from the 2018 exemptions provided.

By supporting the above recommendations, there will be no tax increase required for 2019 to provide the exemptions. The total estimated property taxes that would be exempt amount to 3.3% of the total municipal general tax levy (the policy limit is 5%), however the second phase of Enderby Memorial Terrace is still under construction and once complete, will bring the percentage close to the policy limit.

Once Council approves the list of properties to be provided an exemption, the properties, along with the estimated 2019 estimated taxes, will be advertised before the bylaw is brought forward to Council.

The permissive tax exemption bylaw must be adopted by October 31, 2018 in order to take effect for 2019.

Respectfully Submitted


Jennifer Bellamy
Chief Financial Officer

APPENDIX "A"

City of Enderby 2019 Permissive Tax Exemptions

Name	Civic Address	Estimated 2019 Taxes
Pioneer Place Society	1104 Belvedere Street	11,883
Enderby & Dist. Senior Citizens Complex	606 Stanley Avenue	2,042
Enderby & Dist. Senior Citizens Complex	1011 George Street	3,503
Provincial Rental Housing	708 Granville Avenue	5,492
Enderby Fraternal Hall Society	507 Mill Avenue	1,133
Royal Canadian Legion	909 Belvedere Street	1,318
St. Andrew's United Church - Trustee	606 Regent Avenue	927
St. Andrew's United Church - Trustee	1110 Belvedere Street	638
Enderby Evangelical Chapel	706 Mill Avenue	793
Synod Diocese of Kootenay	602 Knight Avenue	990
Synod Diocese of Kootenay	608 Knight Avenue	482
Enderby Jehovah Witnesses	115 George Street	3,103
Roman Catholic Bishop of Kamloops	1406 George Street	1,076
Seventh-Day Adventist Church	703 Old Vernon Street	377
City of Enderby - Drill Hall	208 George Street	5,202
City of Enderby - Drill Hall Parking Lot	206 George Street	949
City of Enderby - Drill Hall Parking Lot	204 George Street	1,539
City of Enderby - Museum	903 George Street	4,901
City of Enderby - Info Centre	700 Railway Street	1,625
Total estimated taxes		47,973

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: August 29, 2018
Subject: Community Emergency Preparedness Fund - Emergency Social Services

RECOMMENDATION

THAT Council directs Staff to submit an application under the *Emergency Social Services* funding stream of the Community Emergency Preparedness Fund in order to fund the recruitment and training of Emergency Social Services volunteers, the development of an Emergency Social Services Strategic Plan, and the purchase of key pieces of equipment necessary for the delivery of Emergency Social Services.

BACKGROUND

The Community Emergency Preparedness Fund is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities. One of the primary funding streams is *Emergency Social Services*.

Under the *Emergency Program Act*, municipalities, First Nations communities and regional districts are responsible for responding to emergencies in their areas, including providing Emergency Social Services (ESS). Emergency Social Services were previously administered through an inter-municipal body, North Okanagan Emergency Management; this entity ended in 2016, at which point the City of Enderby (and a number of other member municipalities) entered into a Memorandum of Understanding with the Regional District of North Okanagan to participate in an ESS service through the Canadian Red Cross Society (CRCS). This ESS service applies to events affecting a maximum of 25 people or 10 dwelling units, with a response duration of no more than 72 hours. For major disasters, the CRCS will only act in a support role and the City of Enderby will be responsible for managing ESS; at that level, additional Provincial resources are likely to be involved, which is likely to include CRCS in that capacity as well.

In order to strengthen the City's ability to provide ESS both inside and outside the scope of its existing service contracts, it is recommended that Council directs Staff to submit an application under the *Emergency Social Services* funding stream of the Community Emergency Preparedness Fund in order to fund the recruitment and training of Emergency Social Services volunteers, the development of an Emergency Social Services Strategic Plan, and the purchase of key pieces of equipment necessary for the delivery of Emergency Social Services. Staff anticipate that there would be significant outcomes from this ESS project that would be directly integrated into the City's Emergency Plan.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: August 29, 2018
Subject: Community Emergency Preparedness Fund - Evacuation Route Planning

RECOMMENDATION

THAT Council directs Staff to submit an application under the *Evacuation Route Planning* funding stream of the Community Emergency Preparedness Fund in order to undertake an Evacuation Planning process;

AND THAT Council invites Splantsin to be a collaborative partner in the City's grant application, which would broaden the Evacuation Planning process to encompass both communities.

BACKGROUND

The Community Emergency Preparedness Fund is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities. One of the primary funding streams is *Evacuation Route Planning*.

The City of Enderby Emergency Plan provides an overview of the City's emergency response program, including guidance and direction to City officials and support organizations and critical information that be can be drawn upon during an Emergency Operations Centre activation. Although the Emergency Plan contains high-level considerations when it comes to community or neighbourhood evacuations, the Plan does not get into procedural or prescriptive detail regarding how an evacuation would be executed. Given this, it is recommended that Council directs Staff to submit an application under the *Evacuation Route Planning* funding stream of the Community Emergency Preparedness Fund in order to undertake an Evacuation Planning process; this would produce a detailed Evacuation Plan that would be added as an addendum to the City's Emergency Plan, and would provide the foundation upon which the City would ensure that any potential neighbourhood or community evacuations would occur in a safe, strategic and effective manner.

Staff are also recommending that an invitation be extended to Splantsin to be a collaborative partner in the City's grant application, which would broaden the Evacuation Planning process to encompass both communities. The City of Enderby and Splantsin are intrinsically linked with regards to emergency management as many of the vulnerabilities and hazards likely to cause an emergency response are shared; moreover, many of the emergency response entities are the same and, depending upon the magnitude of the emergency, joint Emergency Operations Centre operations are likely. Given this, it is a natural fit for the two communities to undertake an Evacuation Planning process jointly. Given that the

Evacuation Route Planning funding stream offers 100% funding to a maximum of \$25,000, there would be no financial contribution required from either community aside from in-kind Staff support.

It should also be noted that Fire Department leadership would be actively engaged throughout the Evacuation Planning process, as would other emergency response agencies as and when needed.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer



Agenda

Ref: 238246

August 15, 2018

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

Dear Mayor McCune and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your successful efforts to measure and reduce your corporate greenhouse gas emissions for the 2017 reporting year.

As a signatory to the Climate Action Charter (Charter), you have demonstrated your commitment to work with the Province and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has achieved Level 1 recognition and additionally completed a corporate carbon inventory for the 2017 reporting year and demonstrated familiarity with your community's community energy and emissions inventory, you have been awarded Level 2 recognition – 'Measuring GHG Emissions.'

In recognition of your achievements, the GCC is pleased to provide you with climate action community branding for use on official websites and letterheads. An electronic file with the 2017 logo will be provided to your Chief Administrative Officer via email. Also enclosed is a *BC Climate Action Community 2017* window decal, for use on public buildings.

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Mayor McCune and Councillors
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Congratulations again on establishing your corporate emissions inventory and your overall progress. We wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality and your efforts to reduce emissions in the broader community.

Sincerely,



Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing



Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosures