

REGULAR MEETING OF COUNCIL

AGENDA

DATE: October 1, 2018
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of September 17, 2018](#)

Page 1

3. PUBLIC AND STATUTORY HEARINGS

None

4. PETITIONS AND DELEGATIONS

Enderby and District Chamber of Commerce

5. DEVELOPMENT MATTERS

None

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

[Ministry of Transportation and Infrastructure](#) – Letter Re: Uneven Pavement

Page 5

7. BYLAWS

[Tax Exemption Bylaw No. 1662, 2018](#) – adoption

Page 6

A bylaw of the Corporation of the City of Enderby to exempt certain properties from taxation for the year 2019

8. REPORTS

Mayor and Council

9. NEW BUSINESS

[Residential Refuse Collection Contract – Extension](#)

Page 9

Memo from the Chief Financial Officer dated September 27, 2018

[Revitalization Tax Exemptions – Brownfield Revitalization](#)

Page 10

Memo from the Chief Financial Officer dated September 27, 2018

10. PUBLIC QUESTION PERIOD

11. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, September 17, 2018 at 4:30 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Tundra Baird
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 – Laurel Grimm
The Press and Public

APPROVAL OF AGENDA

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

CARRIED

ADOPTION OF MINUTES

Regular Meeting Minutes of September 4, 2018

Moved by Councillor Shishido, seconded by Councillor Knust that the minutes of the regular meeting of September 4, 2018 be adopted as circulated.

CARRIED

PUBLIC AND STATUTORY HEARINGS

None

PETITIONS AND DELEGATIONS

James Kay, Aspen Lands – Economic Development Project Update

James Kay gave a presentation on the past two years of work completed for the City of Enderby and an overview of goals and objectives including:

- Grant funding
- Tangible impacts for the City
- A holistic look at the community from the eyes of a developer
- Enderby has a strong position right now
- Clear direction and competitive costs are available to new developers
- Development of property brochure
- Economic development portfolio specific to developers

- Industrial Park update
- Key development properties are being identified and marketing plans put together.
- Councillor Baird requested a letter of support for the Red Tape Award. The Chief Administrative Officer will pass along key information for this award to Mr. Kay.

Enderby & District Chamber of Commerce

None

DEVELOPMENT MATTERS

None

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

None

BYLAWS

[Permissive Tax Exemption Bylaw No. 1662, 2018](#) – 1st, 2nd and 3^d readings
A bylaw to exempt certain properties from taxation for the year 2019

Moved by Councillor Schreiner, seconded by Councillor Davyduke that the Permissive Tax Exemption Bylaw No. 1662, 2018 be given 1st, 2nd and 3rd readings this 17th day of September, 2018.

CARRIED

[Public Spaces Amendment Bylaw No. 1661, 2018](#) – adoption
A bylaw to amend the City of Enderby Public Spaces Bylaw No. 1604, 2016

Moved by Councillor Baird, seconded by Councillor Shishido that the Public Spaces Amendment Bylaw No. 1661, 2018 be adopted this 17th day of September, 2018.

CARRIED

REPORTS

Councillor Baird

- UBCM was the main highlight from the past few weeks
- Very proud of Councillor Shishido for his presentation to the Ministry of Children and Family Development.
- Spearheading a BBQ for the residents on Salmon Arm Drive once construction is complete
- Thank you card to the Okanagan Regional Library was featured in the Agenda

Councillor Schreiner

- We are waiting on response from the letter that was sent out after the last Council Meeting regarding the uneven pavement on Highway 97A in Enderby.

Councillor Shishido

- UBCM was a great personal experience
- Noted how functional the current dynamics are and a special thank you to Staff who helped prepare for the presentations at UBCM.

Councillor Case

- None

Councillor Knust

- Are there any opportunities for developing brownfields?

Moved by Councillor Knust, seconded by Councillor Davyduke that Staff report back with information on revitalization tax exemptions for brownfields in order to promote redevelopment and environmental remediation.

CARRIED

Mayor McCune

- Attended the Mayors caucus at UBCM
- Seven presentations on the Opioid Crisis and addiction
- Discussion on legalization of Cannabis in different countries and policies surrounding this

Councillor Baird left the room (5:10 p.m.)

Councillor Baird entered the room (5:11 p.m.)

- Compared successes and failures in different countries.

Chief Administrative Officer

- The Chief Administrative Officer gave an update on Salmon Arm Drive
- Improvements in progress regarding aeration at the wastewater plant
- Ammonia monitors being upgraded at the arena
- Significant improvement with drainage after storm system upgrades

[Building Permit Detail Report – August 2018](#)

Moved by Councillor Knust, seconded by Councillor Baird that the Building Permit Detail report be received and filed.

CARRIED

NEW BUSINESS

[Permissive Tax Exemption Policy](#)

Memo from Chief Financial Officer dated August 24, 2018

Moved by Councillor Schreiner, seconded by Councillor Davyduke that Council approves the Permissive Tax Exemption Policy.

CARRIED

[Asset Management Policy](#)

Memo from Chief Financial Officer dated September 7, 2018

Moved by Councillor Baird, seconded by Councillor Knust that Council approve the Asset Management Policy.

CARRIED

[Proposed Date and Time for Business Walk](#)

Memo from Planner and Deputy Corporate Officer dated September 7, 2018

Staff to look at alternate dates for the Business Walk and report back.

PUBLIC QUESTION PERIOD

The Advertiser: Is the City of Enderby participating in World Alzheimer's Month?

The Chief Administrative Officer responded that the City has not received a request to participate, and it is likely that the mention of Enderby refers to a local support group who is involved.

CLOSED MEETING RESOLUTION

Moved by Councillor Shishido, seconded by Councillor Davyduke 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 90 (2) (b) of the *Community Charter*.

ADJOURNMENT

The regular meeting reconvened at 6:05 p.m.

Moved by Councillor Shishido, seconded by Councillor Knust that the regular meeting adjourn at 6:05 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Agenda



Tate Bengtson
Chief Administrative Office
619 Cliff Ave P.O. Box 400
Enderby BC V0E 1V0

Dear Tate Bengtson:

Re: Uneven Pavement

Thank you for your letter of September 6, 2018, regarding the uneven pavement surface on Highway 97A at Mill Ave and Hubert Ave in Enderby.

As Murray Tekano is now Executive Project Director for Highways Infrastructure and no longer the District Highways Manager, I am replying on behalf of Jeff Wiseman A/District Highways Manager, Okanagan – Shuswap.

First let me assure you that the Ministry of Transportation and Infrastructure regards the safety of road users as its highest priority. The Ministry has identified the pavement in this area as requiring major resurfacing in our Regional Paving Rehabilitation Program. This is currently in the 1-3 year schedule for resurfacing projects. In the interim, the District and our maintenance contractor are currently exploring temporary repair options to ensure road user safety. If I can be of further assistance, please feel free to contact me directly at the information provided below.

Thank you again for taking the time to write.

Sincerely,

Scott Lain
A/Operations Manager
Ministry of Transportation and Infrastructure
Okanagan Shuswap
Office: 250-712-3668
Cell: 250-212-4896

Cc: Danny Morris
Jeff Wiseman
Erik Lachmuth

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1662

A bylaw of the Corporation of the City of Enderby to exempt certain properties from taxation for the year 2019.

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

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

- a. **Folio 208.0020.000** - Lot 1, Plan KAP67159, DL 150 [PID 024-819-310] [1104 Belvedere Street]. Registered Owner and Occupier - **Pioneer Place Society**.
- b. **Folio 208.0023.022** - Lot A, Plan KAP54361, DL 150 [PID 023-025-930] [606 Stanley Avenue]. Registered Owner and Occupier - **Enderby & District Senior Citizens Complex**.
- c. **Folio 208.0294.000** - Lot 3, Block 16, Plan KAP211A, DL 150, KDYD, Except Plan B5857 Lot 2, Block 16, Plan KAP211A, DL 150, KDYD [PID 012-594-059 & PID 012-594-067] [1101 George Street]. Registered Owner and Occupier - **Enderby & District Senior Citizens Complex**.
- d. **Folio 208.0607.007** - Lot 1, Plan KAP77756, DL 150, [PID 026-240-319] [708 Granville Avenue]. Registered Owner – **Provincial Rental Housing Corp.** Occupier – **Enderby Seniors Housing Society**. Phase 2 improvements to be 100% exempt only.
- e. **Folio 208.0590.500** - Lot 5, Plan KAP6406, DL 150 [PID 010-101-578] [507 Mill Avenue]. Registered Owner and Occupier - **Enderby Fraternal Hall Society**.
- f. **Folio 208.0017.000** - Lot 30, Plan KAP211, DL 150 [PID 012-454-842] [909 Belvedere Street]. Registered Owner and Occupier - **Royal Canadian Legion Branch #98**. Class 8 portion of property to be 100% exempt.
- g. **Folio 208.0298.000** - Lot 5, Block 16, Plan KAP211A, DL 150 [PID 005-363-195] [606 Regent Avenue]. Registered Owner and Occupier - **St Andrew's United Church – c/o Trustees**.
- h. **Folio 208.0018.000** - Lot 31, Plan KAP211, DL 150 [PID 005-363-187] [1110 Belvedere Street]. Registered Owner and Occupier - **St Andrew's United Church – c/o Trustees**.
- i. **Folio 208.0113.100** - Lot Z, Plan KAP211A [PID 012-591-904] [706 Mill Avenue]. Registered Owner and Occupier - **Enderby Evangelical Chapel**.

- j. **Folio 208.0358.004** - Lot 1, Plan KAP27530, DL 150 [PID 004-825-683] [602 Knight Avenue]. Registered Owner and Occupier – **Synod of the Diocese of Kootenay**.
- k. **Folio 208.0356.000** - Lot 2, Plan KAP20377, Section 26, Township 18, Range 9, Meridian W6 [PID 003-932-150] [608 Knight Avenue]. Registered Owner and Occupier – **Synod of the Diocese of Kootenay**.
- l. **Folio 208.0607.100** - Lot 1, Plan KAP10055, DL 150 [PID 009-593-764] [115 George Street]. Registered Owner and Occupier - **Trustees of the Enderby Congregation of Jehovah's Witnesses**.
- m. **Folio 208.0618.200** - Lot 1, Plan KAP12491, DL 150 [PID 009-422-323] [1406 George Street]. Registered Owner and Occupier - **Roman Catholic Bishop of Kamloops**.
- n. **Folio 208.0492.000** - Lot 1, Block 3, Plan KAP920, DL 150 [PID 009-974-148] [208 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby Drill Hall Committee (Drill Hall)**.
- o. **Folio 208.0493.000** - Lot 2, Block 3, Plan KAP920, DL 150 [PID 009-974-164] [206 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby Drill Hall Committee (Drill Hall Parking Lot)**.
- p. **Folio 208.0494.000** - Lot 3, Block 3, Plan KAP920, DL 150 [PID 009-974-083] [204 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier - **Enderby Drill Hall Committee (Drill Hall Parking Lot)**.
- q. **Folio 208.0270.000** - Lot 2, Block 14, Plan KAP211A, DL 150, KDYD, REFERENCE POSTING PLAN KAP37747 Lot 3, Block 14, Plan KAP211A, DL 150, KDYD, EXCEPT THE EASTERLY 30.3 FEET THEREOF. REFERENCE POSTING PLAN KAP37747 [PID 012-593-877 & PID 012-593-842] [903 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby & District Community Museum Society**.
- r. **Folio 208.0602.000** - Lot 2, Plan KAP211B, DL 149, KDYD, EXC SHUSWAP AND OKANAGAN RAILWAY SRW AS SHOWN ON PL OF BELVEDERE Lot 3, Plan KAP211B, DL 149, KDYD, EXCEPT SHUSWAP AND OKANAGAN RAILWAY R/W AS SHOWN ON PLAN OF BELVEDERE [PID 012-826-901, PID 012-826-910 & PID 012-826-928] [700 Railway Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby & District Chamber of Commerce (Information Centre)**.
- s. **Folio 208.0212.000** - Lot 9, Block 11, Plan KAP211A, DL 150 KDYD Lot 8, Block 11, Plan KAP211A, DL149-150, KDYD [PID 012-453-463 & PID 012-453-447] [703 Old Vernon Street]. Registered Owner and Occupier - **Seventh-day Adventist Church (BC Conference)**. 50% of the land to be exempt and 70% of improvements to be exempt.

2. The term of the exemptions shall be for one year and shall be reviewed on an annual basis.
3. This bylaw may be cited as the **“City of Enderby 2019 Tax Exemption Bylaw No. 1662, 2018”**.
4. **“City of Enderby 2018 Tax Exemption Bylaw No. 1641, 2017”** is hereby repealed.

READ A FIRST TIME this _____ day of September, 2018;

READ A SECOND TIME this _____ day of September, 2018;

READ A THIRD TIME this _____ day of September, 2018;

ADOPTED this _____ day of October, 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: September 27, 2018
Subject: Residential Refuse Collection Contract - Extension

Recommendation

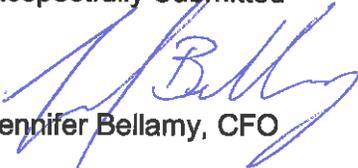
THAT Council authorizes staff to extend the Residential Refuse Collection Contract for an additional year with Tip-It Waste Solutions, with a 4% increase to the residential refuse rate;

Background

The current Residential Refuse Collection Contract, with Tip-It Waste Solutions, expires at the end of 2018 but has the option to extend the contract for an additional year. Tip-It has proposed an increase of 4% to this rate to cover increased costs for 2019. A 4% increase would increase the pickup rate from \$3.75 per month per unit to \$3.90 per month per unit. This unit rate is still lower than the rate charged by our previous contractor of \$4.07 back in 2014 and would increase the total garbage collection fees charged to a single household in 2019 by \$1.80. Staff have had no issues working with Tip-It and the increased pickup rate is minor compared to the time and costs associated with obtaining new proposals.

The contract extension will provide Tip-It with a total of five years of service for residential pickup. Per the City's Purchasing Policy, five years is the maximum term for service contracts. New proposals will need to be obtained for the service term beginning in 2020.

Respectfully Submitted


Jennifer Bellamy, CFO

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: September 27, 2018
Subject: Revitalization Tax Exemptions - Brownfield Revitalization

RECOMMENDATION

THAT Council directs staff to prepare a Revitalization Tax Exemption Bylaw for brownfield revitalization.

BACKGROUND

Revitalization tax exemption (RTE) programs provide a way for Council to encourage revitalization by providing qualifying properties with tax exemptions. These programs can provide properties with a tax exemption for the municipal portion of taxes (it does not apply to taxes collected for other jurisdictions or frontage tax) for a period of up to ten years, if they meet certain conditions as set by Council. The extent of the tax exemption is also determined by Council.

Below is an example of how an environmental revitalization program could look for brownfield revitalization.

Council wishes to encourage brownfield revitalization in all or part of the City. Council adopts an RTE bylaw for vacant brownfield parcels for remediation of the land and construction of improvements over a certain value. Properties that meet these conditions will be exempt from municipal taxation directly attributable to the increase in assessed improvement value resulting from the construction at 100% for the first five years, 80% in year six, 60% in year seven, 40% in year eight, 20% in year nine and 10% in year ten.

By setting up a current program where the tax exemption relates to new improvements, there is no loss in taxation revenue to taxpayers; however, new taxation revenue will be realized at the end of the exemption period. A brownfield revitalization program is also of value as it promotes the environment remediation of contaminated properties.

To put a RTE program in place, the following steps are required:

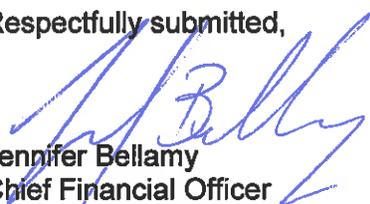
1. An RTE bylaw is developed that must include the following:
 - a. a description of the reasons for, and objectives of the program;
 - b. a description of how the program is intended to accomplish the objectives;
 - c. a description of the kinds of property, or activities or circumstances related to the property that are eligible for an exemption;

- d. the extent of the exemptions available (i.e. entire properties or portions of properties);
 - e. the amount of the exemption or formula to determine the amount; and
 - f. the maximum term of the exemption.
2. Once the RTE bylaw is adopted, an agreement must be entered into between the property owner and the City. This agreement outlines more specific requirements, than stated on the bylaw, that must be met before a tax exemption is provided.
3. Issue a Tax Exemption Certificate. Once all of the conditions in the bylaw and agreement have been met, a Tax Exemption Certificate is issued and forwarded to BC Assessment. This must be done by October 31st before the year the tax exemption is to take place.

A RTE bylaw is subject to the Public Notice requirements in the *Community Charter*, so any bylaw developed will need to be advertised before it is adopted. There are no other public notice requirements for the program (i.e. certificates issued do not need to be advertised).

Also note that the authority to provide a revitalization tax exemption is not subject to section 25(1) of the *Community Charter*, which refers to prohibition against assistance to business.

Respectfully submitted,



Jennifer Bellamy
Chief Financial Officer

Agenda



Enderby Memorial Terrace

**Suite 108-708 Granville Ave.
Enderby, B.C.
250-838-6794**

September 21, 2018

Mayor Greg
and City Councillors
City of Enderby

Dear Mayor McCune:

Re: 2019 Permissive Tax Exemption

On behalf of the Directors of the Enderby Seniors Housing Society, I wish to thank you and the Council for considering and approving the 2019 Tax Exemption for our Society in the amount of \$5,492.00.

This tax exemption will be most beneficial to the operation and tenants of the new Memorial Towers currently nearing completion.

Yours truly,

Peter Gilowski
President
Enderby Seniors Housing Society

