

INAUGURAL MEETING OF COUNCIL

AGENDA

DATE: November 05, 2018
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of October 15, 2018](#)

Page 1

3. PUBLIC AND STATUTORY HEARINGS

None

4. PETITIONS AND DELEGATIONS

None

5. DEVELOPMENT MATTERS

[0017-18-DVP-END](#)

Page 5

Legal: Lot 1, District Lot 150, Kamloops Division Yale District
Plan: KAP 77756
Address: 708 Granville Avenue, Enderby BC
Applicant: Provincial Rental Housing Corporation (c/o CHP Architects)

[0018-18-DVP-END](#)

Page 17

Legal: LOT 7 AND THAT PART OF LOT 6 BLOCK 14 AND THOSE PARTS OF LOTS 38 AND 39 SHOWN ON PLAN B1133 EXCEPT THEREOUT THE SOUTH 10 FEET OF LOT 39 DISTRICT LOT 150 KAMLOOPS DIVISION YALE DISTRICT
Plan: Plan 211A
Address: 607 Cliff Avenue, Enderby BC
Applicant: James Kay

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

None

7. BYLAWS

[City of Enderby Revitalization Tax Exemption Bylaw No. 1663, 2018](#) – adoption

Page 29

A Bylaw to provide for a Revitalization Tax Exemption Program

8. REPORTS

Mayor and Council

[Report of Election Results](#)

Page 35

Memo prepared by Chief Elections Officer dated October 25, 2018

[3rd Quarter Policing Report 2018](#)

Page 44

Vernon North Okanagan Detachment Policing Report for July to September 2018

9. NEW BUSINESS

[2018 – 2022 Acting Mayors List](#)

Page 61

Memo prepared by Chief Administrative Officer dated October 22, 2018

[2019 Council Meeting Schedule](#)

Page 63

Memo prepared by Chief Administrative Officer dated October 22, 2018

[Council Appointments](#)

Page 65

Memo prepared by Chief Administrative Officer dated October 22, 2018

[Council Orientation](#)

Page 69

Memo prepared by Chief Administrative Officer dated October 22, 2018

[Disclosure of Contracts – Council](#)

Page 70

Memo prepared by Chief Financial Officer dated October 26, 2018

[Holiday Office Closure 2018](#)

Page 71

Memo prepared by Chief Administrative Officer dated October 30, 2018

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

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

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, October 15, 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

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner and Deputy Corporate Officer – Kurt Inglis
Recording Secretary – Laurel Grimm

Other: The Press and Public

APPROVAL OF AGENDA

Moved by Councillor Case, seconded by Councillor Davyduke
“That the October 15, 2018 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Regular Meeting Minutes of October 1, 2018

Moved by Councillor Baird, seconded by Councillor Shishido
“That the October 1, 2018 Council Meeting minutes be adopted as circulated.”

CARRIED

PUBLIC AND STATUTORY HEARINGS

None

PETITIONS AND DELEGATIONS

Enderby & District Chamber of Commerce

None

DEVELOPMENT MATTERS

None

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

[Overcapacity Issues at M.V.Beattie Elementary School](#)

Correspondence dated October 4, 2018

Moved by Councillor Baird, seconded by Councillor Knust

“That Staff send a letter to the Board of Education of School District No. 83 requesting a meeting after the election.”

CARRIED

BYLAWS

[Revitalization Tax Exemption Bylaw No. 1663, 2018](#) – 1st, 2nd and 3^d readings

Memo from Chief Financial Officer dated October 5, 2018

Moved by Councillor Schreiner, seconded by Councillor Case

“That Council give 1st, 2nd and 3^d readings of the bylaw cited as the City of Enderby Revitalization Tax Exemption Bylaw No. 1663, 2018.”

“And That Council approves the terms and conditions to be included in each Revitalization Tax Exemption Agreement as outlined in the memorandum from the Chief Financial Officer dated October 5, 2018.”

CARRIED

REPORTS

Councillor Baird

- Reminder to book museum photos for the Photo Booth Flashback Fundraiser.

Councillor Shishido

- Water pressure has improved significantly at the Arena showers
- Museum Photos were a lot of fun

Councillor Davyduke

- Small Business Week with Community Futures
- The EnterPrize Challenge 2018 is an entrepreneurship competition designed to provide youth and new businesses the opportunity to pitch their business idea to a panel of judges and win a business package worth nearly \$25,000. Mark your calendar.

Councillor Case

- None

Councillor Knust

- Critical Incident Stress Management Training Review
- This is a two day course that is available to fire fighters and their spouses and is a huge asset to the community

- The course is currently full but they will be offering another session in the new year
- Fraser Valley Regional District Dispatch centre will soon be amalgamating with a larger dispatch centre in the new year
- Would like to see the City to continue to honour our firefighters

Councillor Schreiner

- The Shuswap River and River Walk are a great asset to our community
- Waterwheel Road leading to Tuey Park should be paved and boulevard maintenance enhanced.
- Staff to send a request to the Enderby & District Chamber of Commerce to meet after elections.

Mayor McCune

- None

[RDNO Building Permit Report for September, 2018](#)

Moved by Councillor Knust, seconded by Councillor Case

“That the RDNO Building Permit Report for September, 2018 be received and filed”

CARRIED

NEW BUSINESS

[Appointment of Municipal Auditor](#)

Memo from Chief Financial Officer dated October 9, 2018

Moved by Councillor Baird, seconded by Councillor Schreiner

“That Council appoints BDO Canada LLP as the City’s municipal auditor.”

CARRIED

[Royal Canadian Legion Branch #98 – Road Closure Application](#)

Memo from Planner and Deputy Corporate Officer dated October 11, 2018

Moved by Councillor Shishido, seconded by Councillor Davyduke

“That Council receives the Royal Canadian Legion Branch #98’s Road Closure Application for information.”

CARRIED

[Auxiliary Constable Uniforms](#)

Correspondence dated August 29, 2018

Moved by Councillor Shishido, seconded by Councillor Baird

“That the Auxiliary Constable Uniforms correspondence be received for information.”

CARRIED

[Provincial Cannabis Licensing and Local Government Approvals](#)

Correspondence from the Ministry Attorney General dated October 4, 2018

Moved by Councillor Case, seconded by Councillor Shishido

“That the Provincial Cannabis Licensing and Local Government Approvals correspondence be received for information.”

CARRIED

PUBLIC QUESTION PERIOD

None

CLOSED MEETING RESOLUTION

Moved by Councillor Case, seconded by Councillor Baird (4:54 p.m.)

“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) (a) and (e) of the Community Charter.”

CARRIED

ADJOURNMENT

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

Moved by Councillor Case, seconded by Councillor Knust

“That the regular meeting of October 15, 2018 adjourn at 5:10 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

Agenda

**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

File No: 0017-18-DVP-END

October 30, 2018

APPLICANT: Provincial Rental Housing Corporation (c/o CHP Architects)

LEGAL DESCRIPTION: Lot 1, District Lot 150, Kamloops Division Yale District, Plan KAP 77756

PID #: 026-240-319

LOCATION: 708 Granville Avenue, Enderby BC V0E 1V1

PROPERTY SIZE: 0.5697 hectares (1.408 acres)

ZONING: Comprehensive Development - Seniors Housing Zone (CD.1)

O.C.P DESIGNATION: Residential Medium Density

PROPOSED VARIANCE: Vary Section 1001.6.b of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum width of an unobstructed maneuvering aisle for a loading zone from 6 m (19.68 feet) to 4.118 m (13.51 feet).

RECOMMENDATIONS:

THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as Lot 1, District Lot 150, Kamloops Division Yale District, Plan KAP77756 and located at 708 Granville Avenue, Enderby B.C. to permit a variance to Section 1001.6.b of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum width of an unobstructed maneuvering aisle for a loading zone from 6 m (19.68 feet) to 4.118 m (13.51 feet), in accordance with the attached Schedule "A", subject to the owners providing a sworn affirmation which indemnifies and saves harmless the City of Enderby against all claims, liabilities, judgments, costs, and expenses of whatever kind, which may in any way accrue against the said City in consequence of, and incidental to, the issuance of the aforementioned Development Variance Permit.

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 708 Granville Avenue. The applicant is currently in the process of constructing a 33-unit Phase II expansion of an existing 15-unit supportive seniors housing development, Enderby Memorial Terrace.

As a result of changes to the site layout during the construction phase, the applicant is faced with narrowing the width of the maneuvering aisle along the southern edge of the property which provides access to the property's loading zone; given this, the applicant is proposing to vary the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum width of an unobstructed maneuvering aisle for a loading zone from 6 m (19.68 feet) to 4.118 m (13.51 feet).

Site Context

The 0.493 hectare subject property is located on the south side of Granville Avenue and the west side of George Street (Highway 97A). The subject property currently houses a 15-unit, 3 storey supportive seniors housing development, Enderby Memorial Terrace; a 33-unit Phase II expansion is currently under construction.

Sidewalks currently exist along the south side of Granville Avenue and the west side of George Street. Access to the property is gained via maneuvering aisles off of George Street and Granville Avenue. The maneuvering aisle off of George Street, to the south of the building, provides access to a loading zone on the south side of the subject building; this maneuvering aisle is shared with the neighbouring Interior Health facilities, for which use of the area has been secured through an easement which is registered on title.

The property is zoned Comprehensive Development - Senior's Housing Zone (CD.1); this zone was created in 2009 specifically to accommodate Enderby Memorial Terrace. The subject property is designated as Residential Medium Density in the Official Community Plan (OCP).

In 2016, the City of Enderby raised title to the 'Closed Road' portion of Princess Street adjacent to the subject property, and transferred it to the applicant and linked it to the subject property through a 'No Residential Building/No Transfer Covenant'. In essence, this 'No Residential Building/No Transfer Covenant' ensures that the newly created parcel cannot be developed or transferred independent of 708 Granville Avenue, and would have largely the same effect as consolidating the two lots. The purpose of raising title to the 'Closed Road' and transferring it to the applicant was to provide the subject property with sufficient area such that the applicant could meet the maximum permitted gross density requirements of the Comprehensive Development - Senior's Housing (CD.1) Zone.

The properties to the north are zoned Residential Apartment and Multi-Family (R.3) and Residential Single Family (R.1-A) and are designated in the OCP as Residential Medium Density and Residential Low Density. The properties to the west are zoned Assembly, Civic and Public Service (S.1) and Residential Apartment and Multi-Family (R.3) and are designated in the OCP as Institutional and Residential Medium Density. The property to the south is zoned Assembly, Civic and Public Service (S.1) and is designated in the OCP as Institutional and Residential Low Density. The properties to the east are zoned Highway and Tourist Commercial (C.2) and Service Commercial (C.4) and are designated in the OCP as Highway and Tourist Commercial.

The following map shows the zoning designation of the subject and surrounding properties.

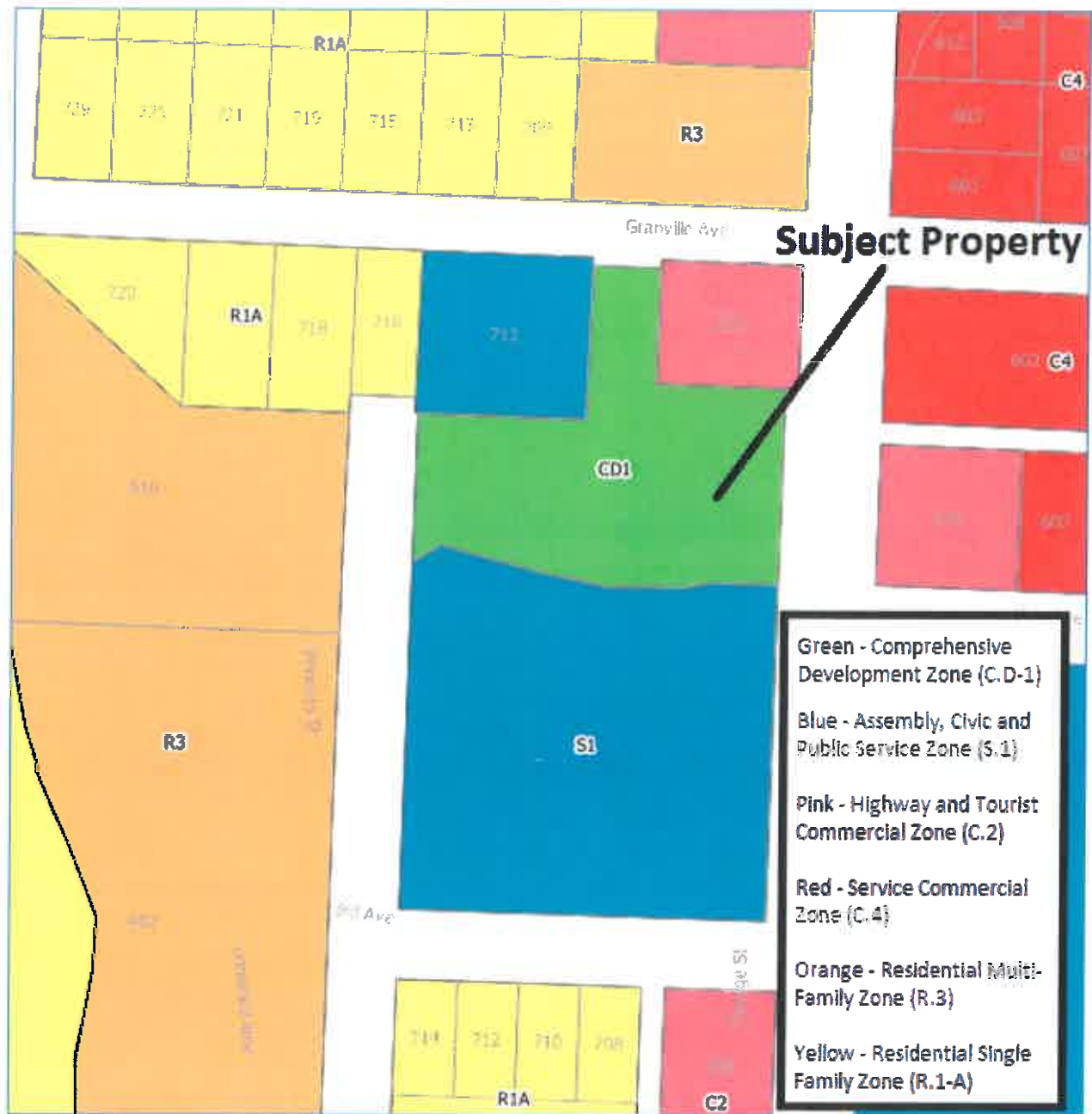


Figure 1: Zoning Map

The following orthophoto of the subject and surrounding properties was taken in 2011:



Figure 2: Orthophoto

The Proposal

As shown on the attached Schedule 'A', the applicant is constructing a 33-unit Phase II expansion of an existing 15-unit supportive seniors housing development, Enderby Memorial Terrace. This development involves wheelchair accessible dwelling units that range in area from 52.5 m² to 62.9 m² (565 ft² - 677 ft²) and include a living space, dining area, kitchen area with cooking facilities, bedroom and bathroom area, as well as a private balcony. The development also includes a small, enclosed scooter storage shelter which is 3.7 m (12.14 feet) in height.

A Development Variance Permit was issued in 2016 which permitted the building expansion to exceed the maximum height requirement of the Comprehensive Development - Senior's Housing (CD.1) Zone, and accommodate a building height of 16.5 m (54.13 feet) and four (4) storeys; the Development Variance Permit also permitted a reduction to the minimum side yard setback for the primary building as well as the accessory residential building (scooter shed).

Late in the construction stage, it was determined that a pad-mounted transformer would need to be installed adjacent to the southern maneuvering aisle, and concrete curbing would need to be extended partially into the aisle area in order to protect the unit; this reduced the width of the maneuvering aisle and resulted in the need to obtain a variance.

ZONING BYLAW:

The subject property is zoned Comprehensive Development - Senior's Housing (CD.1) and the only use permitted within this zone is seniors housing. The proposal as compared to the CD.1 zone requirements is as follows:

| CRITERIA | PROPOSAL | ZONE REQUIREMENTS |
|---|---|---|
| Floor Area | Unit 'A' - 52.49 m ² (565 ft ²) - 58.90 m ² (634 ft ²) Unit 'B' - 59.08 m ² (636 ft ²) Unit 'HC' - 62.52 m ² (673 ft ²) - 62.90 m ² (677 ft ²) | 27 m ² (290.6 ft ²) within each bachelor dwelling unit; 40 m ² (430.6 ft ²) within each one-bedroom dwelling unit; or 45 m ² (484.4 ft ²) within each two-bedroom dwelling unit. |
| Height of Buildings and Structures (max.) | 16.5 m (54.13 feet) and 4 storeys [varied as per 0011-16 DVP-FND] | Lesser of 12 m (39.37 feet) or three (3) storeys |
| Height of Accessory Buildings and Structures (max.) | 5 m (16.40 feet) [varied as per 0011-16 DVP-FND] | 3.7 m (12.14 feet) |
| Lot Area (min.) | 4,930 m ² (53,068 square feet) 5,697.3 m ² (61,325 square feet) with link to parcel that was previously the 'Closed Road' portion of Princess Street | 4,930 m ² (53,068 square feet) |
| Lot Coverage (max.) | ~28.8% ~25% with link to parcel that was previously the 'Closed Road' portion of Princess Street | 50% |

| | | |
|---|---|---|
| Lot Frontage (min.) | 17.375 m (57 feet) - Granville Avenue 43.949 m (144.19 feet) - George Street | 35 m (114.8 ft) |
| Off-Street Parking (min.) | 21 stalls 4 'Small Car' parking stalls = 19% (4/21 stalls) | 16 stalls (48 units at 1 stall/3 beds) Up to 40% 'Small Car' parking |
| Width for Maneuvering Aisle for Loading Zone (min.) | 4.118 m (13.51 feet) | 6 m (19.68 feet) |
| Setbacks (min.) | | |
| - Front Yard | 7.24 m (23.75 feet) | 7 m (22.96 feet) |
| - Rear Yard | > 10 m (32.81 feet) | 10 m (32.81 feet) |
| - Exterior Side Yard | > 8 m (26.25 feet) | 8 m (26.25 feet) |
| - Side Yard | 4.5 m (14.76 feet) [varied as per DD11-16-DVP-END] | 8 m (25.25 feet) |
| Setbacks for Accessory Building (min.) | | |
| - Front Yard | >8 m (26.25 feet) | 8 m (26.25 feet) |
| - Rear Yard | >1.5 m (4.9210 feet) | 1.5 m (4.9210 feet) |
| - Exterior Side Yard | >8 m (26.25 feet) | 8 m (26.25 feet) |
| - Side Yard | 0.5 m (1.64 feet) [varied as per DD11-16-DVP-END] | 1.5 m (4.9210 feet) |
| Off-Street Parking Setbacks | Maneuvering aisle = 8 m (26.25 feet) Parking stalls to the north and east are located 39.86 m and 51.36 m from the entrance to the principal building [varied as per DD11-16-DVP-END] | Ingress and egress via maneuvering aisle of not less than 6 m (19.68 feet) for angle parking up to 60 degrees and not less than 8 m (26.25 feet) for right angle parking No part of the parking lot shall be located closer than 1.5 m (4.921 feet) to any dwelling and not more than 30 m (98.42 feet) from the farthest parking stall provided, to an entrance to the principal building |

| | | |
|--------------------------------|--|--|
| Permitted Gross Density (max.) | 103.45 units/hectare (41.88 units/acre) Or; 89.516 units/acre (36.25 units/acre) with link to parcel that was previously the 'Closed Road' portion of Princess Street | 81 units/hectare (32 units/acre) Or; 93.15 units/hectares (37.7 units/acre) with density bonussing |
| Useable Open Space (min.) | 1325 m² with link to parcel that was previously the 'Closed Road' portion of Princess Street | 35 m ² (376.7 ft ²) per 2 bedroom dwelling unit 25 m ² (269.1 ft ²) per 1 bedroom or bachelor dwelling unit TOTAL = 1,200 (48 units x 25 m²) |

OFFICIAL COMMUNITY PLAN:

Policies contained within the Official Community Plan which apply to this development include:

- Policy 2.2.c - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.
- Policy 3.3.b - Council recognizes the importance of adequate and diverse health care, hospital facilities and doctors and will work with Interior Health and the province to advocate for appropriate health care resources for the community in general and specifically to meet the needs of seniors.
- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

- Policy 4.4.b - Pursuant to Section 904 of the *Local Government Act*, Council may apply the Density Bonusing provisions set out in Sections 10 and 11 of this Bylaw to secure affordable or special needs housing.
- Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.
- Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.
- Policy 8.3.i - Council will employ Smart Growth principles in future development.
- Policy 8.3.l - Council will support alternative infrastructure standards and urban design principles which promote environmental, economic, and social sustainability.
- Policy 10.3.c - Housing for the community's seniors within the Medium Density Residential designation to a maximum of 15% of the total allowable dwelling units will be permitted without being included in the density calculation.

REFERRAL COMMENTS:

The subject application was referred to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief.

The Building Inspector advised that he had no objection to the application.

The Fire Chief provided the following comment:

"I have gone on site to view the width of this obstruction and feel it will have no effect to the Enderby & District Fire Dept to be able to carry out their duties."

No other comments were received in response to the referral.

PLANNING ANALYSIS:

The City of Enderby Planner is supportive of the applicant's request to vary Section 1001.6.b of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum width of an unobstructed maneuvering aisle for a loading zone from 6 m (19.68 feet) to 4.118 m (13.51 feet), as shown on the attached Schedule 'A', based on the following:

- Although it is anticipated that the reduced width of the maneuvering aisle may pose challenges for larger service vehicles gaining ingress to or egress from the property's loading zone, there are no other options for the applicant to address this issue, given that, i) the pad-mounted transformer needs to be in a certain location due to code constraints, and the architect for the project confirmed that there are no viable alternative locations, and ii) the development is nearing completion and therefore redesign of the site layout and access to the loading zone is not an option.

SUMMARY

This is an application for a Development Variance Permit for the property located at 708 Granville Avenue, Enderby BC. The applicant is in the process of constructing a 33-unit Phase II expansion of an existing 15-unit supportive seniors housing development, Enderby Memorial Terrace. The applicant is proposing to vary the City of Enderby Zoning Bylaw No. 1550, 2014 in order to reduce the minimum width of an unobstructed maneuvering aisle for a loading zone from 6 m (19.68 feet) to 4.118 m (13.51 feet).

The City of Enderby Planner is supportive of the proposed variance.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

Reviewed By:



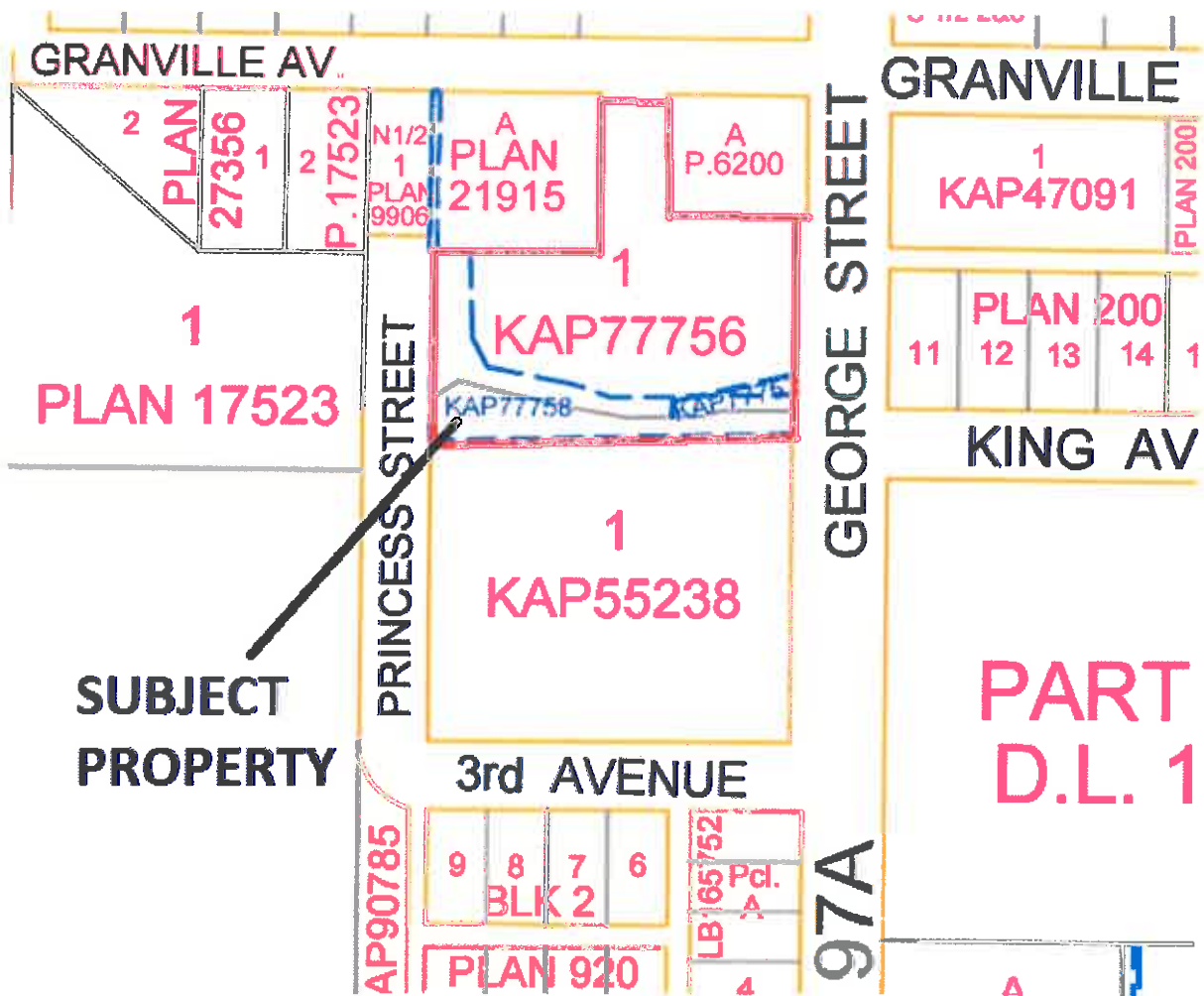
Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION
SUBJECT PROPERTY MAP

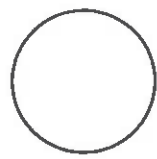
File: 0017-18-DVP-END

Applicant: Provincial Rental Housing Corporation c/o Craven Huston Powers Architects (CHPA)

Location: 708 Granville Avenue, Enderby BC



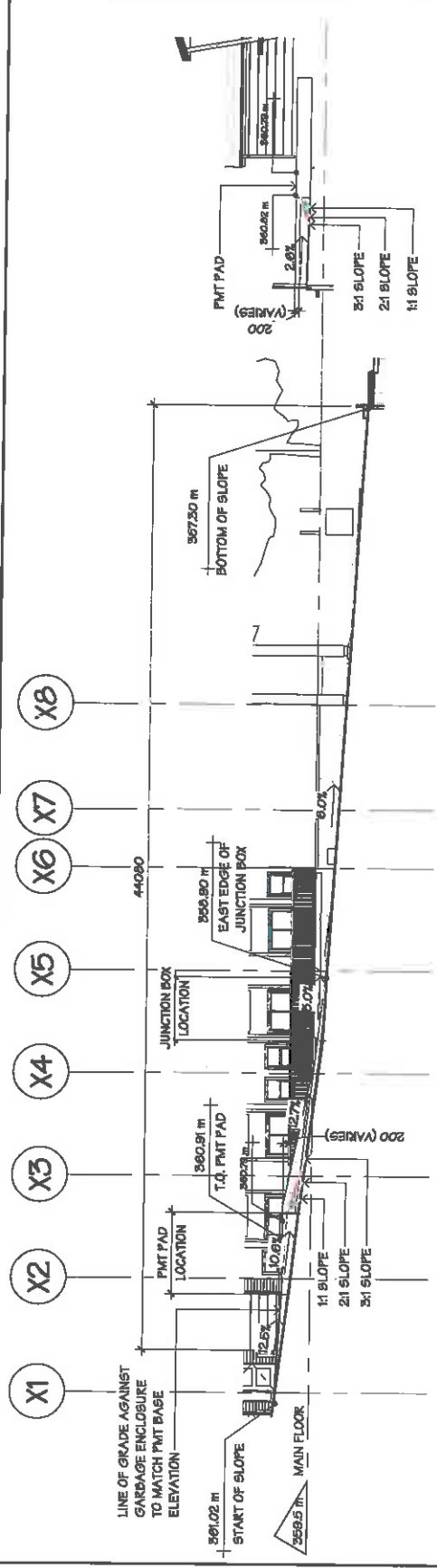
Schedule "A"



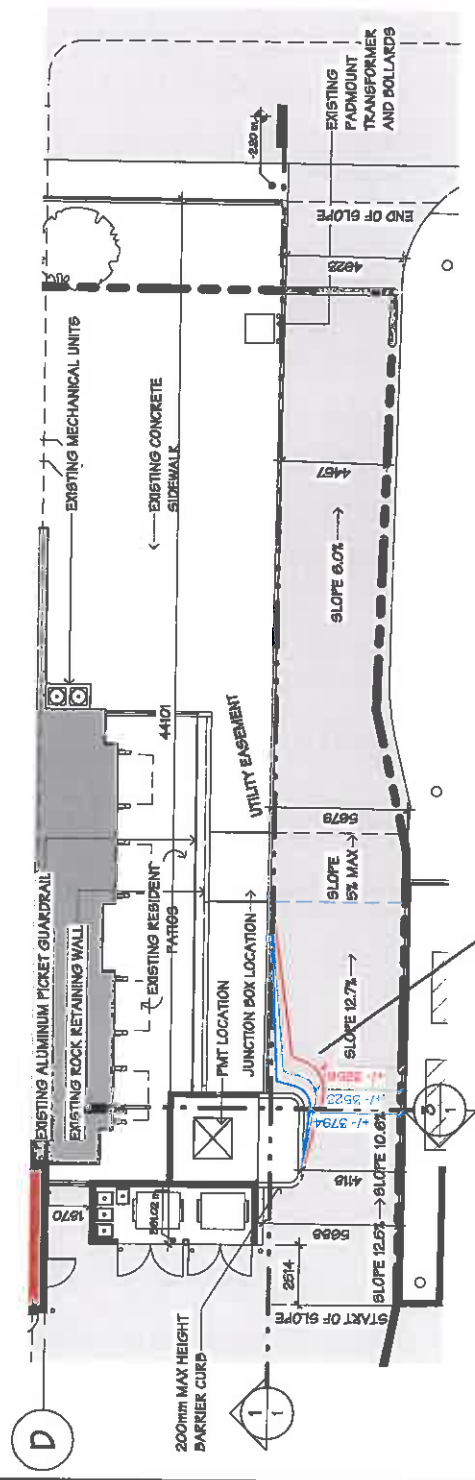
| | |
|------------|-------------|
| NO. / DATE | DESCRIPTION |
| | |

| | |
|------------------------------------|-----------------------------|
| JOB NO. 16053 | TITLE SOUTH DRIVEWAY GRADES |
| SCALE 1 : 200 | DATE |
| ENDERBY SENIORS HOUSING | |
| 708 GRANVILLE AVENUE, ENDERBY B.C. | |

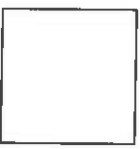
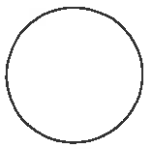
GRAVEN | HUSTON | POWERS ARCHITECTS ARCHITECTURE AND LANDSCAPE ARCHITECTURE TEL: (604) 793-9445 FAX: (604) 793-9446



SOUTH DRIVEWAY SECTION
1 : 200



SOUTH DRIVEWAY PLAN
1 : 200



ENDERBY SENIORS HOUSING
 708 GRANVILLE AVENUE,
 ENDERBY B.C.

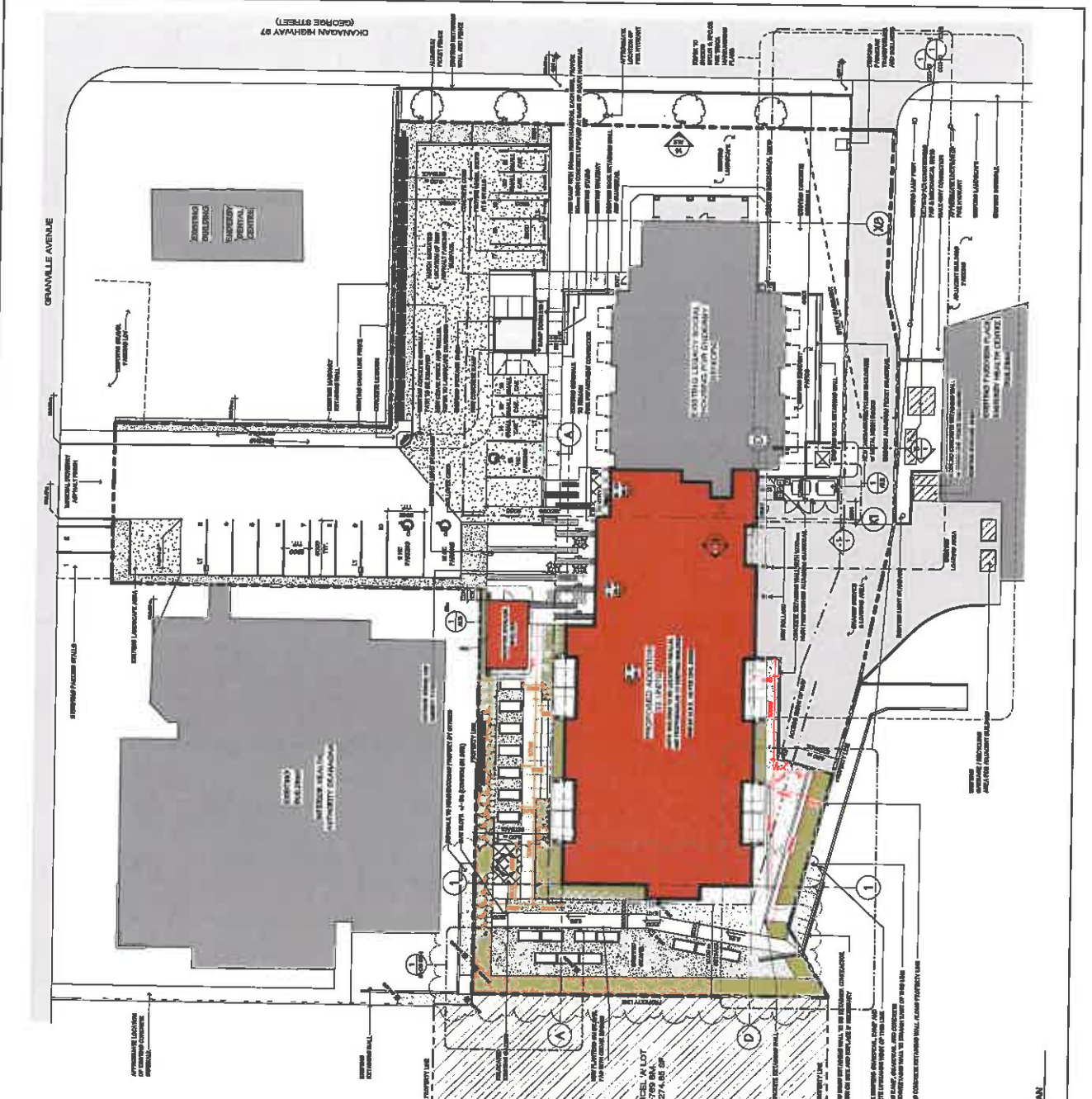
SITE PLAN

| | | |
|-----------|------------|------------------------------|
| DATE | 2021.07.12 | |
| REVISIONS | | |
| NO. | DATE | DESCRIPTION |
| 1 | 2021.07.12 | Issue for Development Permit |
| 2 | 2021.07.12 | Issue for Building Permit |
| 3 | 2021.07.12 | Issue for Construction |

| | | |
|-----|------------|------------------------------|
| NO. | DATE | DESCRIPTION |
| 1 | 2021.07.12 | Issue for Development Permit |
| 2 | 2021.07.12 | Issue for Building Permit |
| 3 | 2021.07.12 | Issue for Construction |



GRAVEN | HUSTON | POWERS ARCHITECTS ARCHITECTS AND LANDSCAPE ARCHITECTURE 9355 YOUNG ROAD, CHILLWACK B.C. V2P 4S3 TEL: (604) 793-9445



SITE SYMBOL LEGEND

| | |
|-----|-------------------|
| 1 | EXISTING BUILDING |
| 2 | PROPOSED BUILDING |
| 3 | PROPOSED DRIVEWAY |
| 4 | PROPOSED DRIVEWAY |
| 5 | PROPOSED DRIVEWAY |
| 6 | PROPOSED DRIVEWAY |
| 7 | PROPOSED DRIVEWAY |
| 8 | PROPOSED DRIVEWAY |
| 9 | PROPOSED DRIVEWAY |
| 10 | PROPOSED DRIVEWAY |
| 11 | PROPOSED DRIVEWAY |
| 12 | PROPOSED DRIVEWAY |
| 13 | PROPOSED DRIVEWAY |
| 14 | PROPOSED DRIVEWAY |
| 15 | PROPOSED DRIVEWAY |
| 16 | PROPOSED DRIVEWAY |
| 17 | PROPOSED DRIVEWAY |
| 18 | PROPOSED DRIVEWAY |
| 19 | PROPOSED DRIVEWAY |
| 20 | PROPOSED DRIVEWAY |
| 21 | PROPOSED DRIVEWAY |
| 22 | PROPOSED DRIVEWAY |
| 23 | PROPOSED DRIVEWAY |
| 24 | PROPOSED DRIVEWAY |
| 25 | PROPOSED DRIVEWAY |
| 26 | PROPOSED DRIVEWAY |
| 27 | PROPOSED DRIVEWAY |
| 28 | PROPOSED DRIVEWAY |
| 29 | PROPOSED DRIVEWAY |
| 30 | PROPOSED DRIVEWAY |
| 31 | PROPOSED DRIVEWAY |
| 32 | PROPOSED DRIVEWAY |
| 33 | PROPOSED DRIVEWAY |
| 34 | PROPOSED DRIVEWAY |
| 35 | PROPOSED DRIVEWAY |
| 36 | PROPOSED DRIVEWAY |
| 37 | PROPOSED DRIVEWAY |
| 38 | PROPOSED DRIVEWAY |
| 39 | PROPOSED DRIVEWAY |
| 40 | PROPOSED DRIVEWAY |
| 41 | PROPOSED DRIVEWAY |
| 42 | PROPOSED DRIVEWAY |
| 43 | PROPOSED DRIVEWAY |
| 44 | PROPOSED DRIVEWAY |
| 45 | PROPOSED DRIVEWAY |
| 46 | PROPOSED DRIVEWAY |
| 47 | PROPOSED DRIVEWAY |
| 48 | PROPOSED DRIVEWAY |
| 49 | PROPOSED DRIVEWAY |
| 50 | PROPOSED DRIVEWAY |
| 51 | PROPOSED DRIVEWAY |
| 52 | PROPOSED DRIVEWAY |
| 53 | PROPOSED DRIVEWAY |
| 54 | PROPOSED DRIVEWAY |
| 55 | PROPOSED DRIVEWAY |
| 56 | PROPOSED DRIVEWAY |
| 57 | PROPOSED DRIVEWAY |
| 58 | PROPOSED DRIVEWAY |
| 59 | PROPOSED DRIVEWAY |
| 60 | PROPOSED DRIVEWAY |
| 61 | PROPOSED DRIVEWAY |
| 62 | PROPOSED DRIVEWAY |
| 63 | PROPOSED DRIVEWAY |
| 64 | PROPOSED DRIVEWAY |
| 65 | PROPOSED DRIVEWAY |
| 66 | PROPOSED DRIVEWAY |
| 67 | PROPOSED DRIVEWAY |
| 68 | PROPOSED DRIVEWAY |
| 69 | PROPOSED DRIVEWAY |
| 70 | PROPOSED DRIVEWAY |
| 71 | PROPOSED DRIVEWAY |
| 72 | PROPOSED DRIVEWAY |
| 73 | PROPOSED DRIVEWAY |
| 74 | PROPOSED DRIVEWAY |
| 75 | PROPOSED DRIVEWAY |
| 76 | PROPOSED DRIVEWAY |
| 77 | PROPOSED DRIVEWAY |
| 78 | PROPOSED DRIVEWAY |
| 79 | PROPOSED DRIVEWAY |
| 80 | PROPOSED DRIVEWAY |
| 81 | PROPOSED DRIVEWAY |
| 82 | PROPOSED DRIVEWAY |
| 83 | PROPOSED DRIVEWAY |
| 84 | PROPOSED DRIVEWAY |
| 85 | PROPOSED DRIVEWAY |
| 86 | PROPOSED DRIVEWAY |
| 87 | PROPOSED DRIVEWAY |
| 88 | PROPOSED DRIVEWAY |
| 89 | PROPOSED DRIVEWAY |
| 90 | PROPOSED DRIVEWAY |
| 91 | PROPOSED DRIVEWAY |
| 92 | PROPOSED DRIVEWAY |
| 93 | PROPOSED DRIVEWAY |
| 94 | PROPOSED DRIVEWAY |
| 95 | PROPOSED DRIVEWAY |
| 96 | PROPOSED DRIVEWAY |
| 97 | PROPOSED DRIVEWAY |
| 98 | PROPOSED DRIVEWAY |
| 99 | PROPOSED DRIVEWAY |
| 100 | PROPOSED DRIVEWAY |

ARCHITECTURAL GENERAL NOTES

1. THESE PLANS AND SPECIFICATIONS ARE TO BE USED IN CONNECTION WITH THE DEVELOPMENT OF THE PROJECT AS SHOWN ON THESE PLANS AND SPECIFICATIONS. ANY CHANGES TO THE PROJECT MUST BE APPROVED BY THE ARCHITECT AND THE CLIENT BEFORE PROCEEDING WITH THE PROJECT.
2. THE ARCHITECT HAS CONDUCTED VISUAL SURVEYS AND HAS OBSERVED THE SITE CONDITIONS. THE ARCHITECT HAS NOT CONDUCTED ANY OTHER INVESTIGATIONS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED CONDITIONS OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
3. THE ARCHITECT HAS ASSUMED THAT ALL UTILITIES ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY UTILITY LOCATIONS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED UTILITIES OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
4. THE ARCHITECT HAS ASSUMED THAT ALL EXISTING CONDITIONS ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY EXISTING CONDITIONS SURVEYS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED CONDITIONS OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
5. THE ARCHITECT HAS ASSUMED THAT ALL MATERIALS AND METHODS OF CONSTRUCTION ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY MATERIALS AND METHODS OF CONSTRUCTION SURVEYS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED MATERIALS OR METHODS OF CONSTRUCTION THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
6. THE ARCHITECT HAS ASSUMED THAT ALL REGULATORY REQUIREMENTS ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY REGULATORY REQUIREMENTS SURVEYS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED REGULATORY REQUIREMENTS OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
7. THE ARCHITECT HAS ASSUMED THAT ALL PERMITS AND APPROVALS ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY PERMITS AND APPROVALS SURVEYS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED PERMITS AND APPROVALS OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
8. THE ARCHITECT HAS ASSUMED THAT ALL CONTRACTORS AND SUBCONTRACTORS ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY CONTRACTORS AND SUBCONTRACTORS SURVEYS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED CONTRACTORS AND SUBCONTRACTORS OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
9. THE ARCHITECT HAS ASSUMED THAT ALL SCHEDULES AND TIMELINES ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY SCHEDULES AND TIMELINES SURVEYS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED SCHEDULES AND TIMELINES OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.
10. THE ARCHITECT HAS ASSUMED THAT ALL RISKS AND LIABILITIES ARE SHOWN ON THE PLANS AND SPECIFICATIONS. THE ARCHITECT HAS NOT CONDUCTED ANY RISKS AND LIABILITIES SURVEYS OR TESTS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY UNDISCOVERED RISKS AND LIABILITIES OR OBSTRUCTIONS THAT MAY BE FOUND DURING THE COURSE OF THE PROJECT.

FOUNDATIONS

1. THE FOUNDATIONS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE BC BUILDING ACT AND THE BC BUILDING REGULATIONS. THE FOUNDATIONS ARE TO BE CONSTRUCTED ON A LEVEL SURFACE AND TO BE PROTECTED FROM FLOODING AND COLLAPSE. THE FOUNDATIONS ARE TO BE CONSTRUCTED WITH A MINIMUM OF 150MM CLEARANCE FROM THE ADJACENT PROPERTY AND TO BE PROTECTED FROM COLLAPSE AND FLOODING. THE FOUNDATIONS ARE TO BE CONSTRUCTED WITH A MINIMUM OF 150MM CLEARANCE FROM THE ADJACENT PROPERTY AND TO BE PROTECTED FROM COLLAPSE AND FLOODING.

CONCRETE

1. ALL CONCRETE SHALL BE CAST IN PLACE AND SHALL BE CURED FOR A MINIMUM OF 28 DAYS BEFORE FINISHING. THE CONCRETE SHALL BE CAST IN PLACE AND SHALL BE CURED FOR A MINIMUM OF 28 DAYS BEFORE FINISHING. THE CONCRETE SHALL BE CAST IN PLACE AND SHALL BE CURED FOR A MINIMUM OF 28 DAYS BEFORE FINISHING.

Agenda

CITY OF ENDERBY
ZONING TEXT AMENDMENT APPLICATION
DEVELOPMENT VARIANCE PERMIT APPLICATION

File No.: 0002-18-ZTA-END
0018-18-DVP-END

October 31, 2018

APPLICANT: James Kay

LEGAL DESCRIPTION: LOT 7 AND THAT PART OF LOT 6 BLOCK 14 AND THOSE PARTS OF LOTS 38 AND 39 SHOWN ON PLAN B1133 EXCEPT THEREOUT THE SOUTH 10 FEET OF LOT 39 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A THE WHOLE TO FORM A SINGLE PARCEL AND TO BE KNOWN HEREAFTER AS PARCEL A (DD KC7720 AND PLAN B1133) DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A

P.I.D #: 012-977-535

CIVIC ADDRESS: 607 Cliff Avenue, Enderby BC

PROPERTY SIZE: 0.0264 hectares (0.0651 acres or 263.56 m²)

ZONING: General Commercial (C.1)

O.C.P DESIGNATION: General Commercial

PROPOSAL: Mixed use development involving commercial floor space on the ground level, 3 residential dwelling units on the second storey, and the provision of 3 off-street parking spaces with reduced widths

PROPOSED TEXT AMENDMENT: Increase the maximum permitted gross density for the subject property from 60 units per hectare (24.28 units per acre) to 115 units per hectare (46.54 units per acre)

PROPOSED VARIANCES: Vary Sections 901.2.a and 901.3 of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum width of a parking space from 2.8 m (9.186 feet) to 2.50 m (8.20 feet), and reducing the number of required parking spaces from 5 to 3

RECOMMENDATION:

THAT Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1663, 2018 which proposes to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to increase the maximum permitted gross density for the property legally described LOT 7 AND THAT PART OF LOT 6 BLOCK 14 AND THOSE PARTS OF LOTS 38 AND 39 SHOWN ON PLAN B1133 EXCEPT THEREOUT THE SOUTH 10 FEET OF LOT 39 DISTRICT LOT 150 KAMLOOPS

(FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A THE WHOLE TO FORM A SINGLE PARCEL AND TO BE KNOWN HEREAFTER AS PARCEL A (DD KC7720 AND PLAN B1133) DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 607 Cliff Avenue, from 60 units per hectare (24.28 units per acre) to 115 units per hectare (46.54 units per acre) be given First and Second Reading and forwarded to a Public Hearing;

THAT Council authorize the issuance of a Development Variance Permit for the property legally described LOT 7 AND THAT PART OF LOT 6 BLOCK 14 AND THOSE PARTS OF LOTS 38 AND 39 SHOWN ON PLAN B1133 EXCEPT THEREOUT THE SOUTH 10 FEET OF LOT 39 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A THE WHOLE TO FORM A SINGLE PARCEL AND TO BE KNOWN HEREAFTER AS PARCEL A (DD KC7720 AND PLAN B1133) DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 607 Cliff Avenue, to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 901.2.a by reducing the minimum width of a parking space from 2.8 m (9.186 feet) to 2.50 m (8.20 feet); and
- Section 901.3 by reducing the number of required parking spaces from five (5) to three (3),

subject to:

- i. the sale and transfer of the above described property, from the City of Enderby to Alpine Civil Engineering Consultants Ltd., being executed; and
- ii. the aforementioned City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1663, 2018 being adopted.

BACKGROUND:

In 2017, the City of Enderby became the owner of 607 Cliff Avenue through the tax sale process. The property has significant development potential given that it is a vacant, serviced commercial lot with a high-profile location within the downtown core. Council directed Staff to prepare a Request for Expressions of Interest seeking proposals from parties interested in purchasing 607 Cliff Avenue to redevelop the property to a mix of commercial and residential land uses. One Expression of Interest (EOI) was received from Alpine Civil Engineering Consultants Ltd., and Council directed Staff to negotiate the sale of 607 Cliff Avenue with Alpine Civil Engineering Consultants Ltd. A Contract of Purchase and Sale with Alpine for the sale of 607 Cliff Avenue was completed subsequently.

This report relates to the following development applications for Alpine Civil Engineering Consultants Ltd. for the subject property, i) an application to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to increase the maximum permitted gross density for 607 Cliff Avenue from 60 units per hectare (24.28 units per acre) to 115 units per hectare (46.54 units per acre), and ii) a Development Variance Permit application which proposes vary Sections 901.2.a and 901.3 of the Zoning Bylaw by reducing the minimum width of a parking space from 2.8 m (9.186 feet) to 2.50 m (8.20 feet), and reducing the number of required parking spaces from 5 to 3.

Site Context:

The 0.0264 hectares (0.0651 acres or 263.56 m²) subject property is vacant with no improvements on the site; a commercial building (Little City Fashions) was previously located on the property but it was damaged through a structure fire and was subsequently demolished. The property is located in the commercial core of the community along the northern side of Cliff Avenue, which is identified in Schedule 'C' of the City's Official Community Plan (OCP) as a 'Municipal Commercial' road; the subject property also backs onto a lane which runs east-west between George Street (Highway 97A) and Belvedere Street.

The subject property and properties to the north, east, south and west are all currently zoned General Commercial (C.1) and are designated in the OCP as General Commercial, while the properties to the northwest are zoned Assembly, Civic and Public Service (S.1) and Highway and Tourist Commercial (C.2), and are designated in the OCP as Institutional and General Commercial respectively.

The following map shows the Zoning designation of the subject and surrounding properties.



Figure 1: Zoning Map

The following orthophoto of the subject and surrounding properties was taken in 2011:



Figure 2: Orthophoto

The Proposal

The applicant is proposing to construct a mixed use development on the subject property, with commercial floor space on the ground level and 3 residential dwelling units on the second storey. The applicant has advised that the commercial floor space will be used as office space, with the potential inclusion of a small business incubator space. The applicant is intending to maximize the lot coverage in order to provide as much commercial and residential floor space as possible. The applicant is proposing to provide 3 off-street parking spaces on the northern edge of the property for the residential occupants, with a reduced width of 2.5 m (8.20 feet).

ZONING BYLAW:

The subject property is currently zoned General Commercial (C.1); uses permitted within this zone include:

- Accessory buildings and structures;
- Accommodation including apartments, dwelling units, hotels and motels;
- Assembly and civic use;
- Educational facilities and professional studios;
- Entertainment and recreation facilities;
- Food service;
- Office and commerce facilities;
- Public service use;
- Retail sales;
- Service and repair; and
- Transportation facilities.

Given the maximum permitted gross density provisions of the General Commercial (C.1) zone of 60 units per hectare (24.28 units per acre), the number of permitted residential dwelling units for the subject property is currently 1 (60 units/ha * 0.0264 ha = 1.584 units). The applicant is proposing to amend the Zoning Bylaw to increase the maximum permitted gross density for the subject property from 60 units per hectare (24.28 units per acre) to 115 units per hectare (46.54 units per acre), in order to increase the number of permitted residential dwelling units from 1 to 3. It should be noted that if the applicant's request to increase the maximum permitted gross density of the subject property to 115 units per hectare (46.54 units) is approved, no more than 3 dwelling units could be developed unless another Zoning Text Amendment application is approved or the subject property's lot area is increased through a lot line adjustment or consolidation with an adjacent parcel.

Given that the applicant is intending to construct a building footprint that aims to maximize lot coverage, which is consistent with the Little City Fashions building that was previously located on the property, the proposed development will not result in a net increase in commercial floor space for the property and therefore no additional parking spaces are required for the commercial component of the development. However, given that the applicant is intending to increase residential density within the downtown, they will be required to provide 5 parking spaces as per Sections 901.3 and 901.5 of the Zoning Bylaw. Given that the applicant is intending to maximize the lot coverage, they are proposing to vary the Zoning Bylaw in order to reduce the minimum width of a parking space from 2.8 m (9.186 feet) to 2.50 m (8.20 feet) and reduce the number of required parking spaces from 5 to 3.

The applicant's proposal for off-street parking, as compared to the General Commercial (C.1) Zone requirements is as follows:

| CRITERIA | PROPOSAL | ZONE REQUIREMENTS |
|--|---|---|
| Off-Street Parking (min.) | 3 spaces | Residential Multi Family = 5 spaces (1.5 spaces per dwelling unit, if density is greater than 45 units/acre) (1.5 spaces x 3 units = 4.5 spaces = 5 spaces) |
| Off-Street Parking Space Dimensions (min.) | Length: 6 m (19.68 feet) Width: 2.50 m (8.20 feet) | Length: 6 m (19.68 feet) Width: 2.8 m (9.186 feet) |

OFFICIAL COMMUNITY PLAN:

The following policies from the City of Enderby Official Community Plan relate to this development:

Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

Policy 3.3.h - Council will utilize the development approval process, including Phased Development Agreements, to secure an adequate supply of quality affordable, attainable and special needs housing which meets the needs of all residents of the community, regardless of age, mobility, background or socio-economic status.

Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.

Policy 5.3.a - Council will work with community stakeholders, including the business community, to create a diverse built environment that draws people into the commercial areas, promotes social interaction and sense of community and incorporates history, heritage, arts and culture.

Policy 5.3.b - Council will review land use bylaws and policy in support of mixed uses in commercial, industrial and growth areas aimed at strengthening the existing business sector and attracting new business and industry.

Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.

Policy 8.3.h - Council will support infill and redevelopment within the community.

Policy 8.3.i - Council will employ Smart Growth principles in future development.

Policy 9.3.f - Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.

Policy 12.3.c - Council encourages and supports creative and innovative infilling, development, redevelopment and renovation of existing buildings in order to maintain a strong focus on commercial activity in commercial areas.

Policy 20.3.f - Council will encourage infill, redevelopment and brownfield strategies that focus growth towards areas with existing infrastructure.

Policy 20.3.g - Council will support innovative options that will assist in maintaining appropriate levels of infrastructure and service delivery in a fiscally responsible manner.

REFERRAL COMMENTS:

The Zoning Text Amendment application was referred for comment to the City of Enderby Public Works Manager, Building Inspector, Fire Chief, and the Ministry of Transportation and Infrastructure.

The District Development Technician with the Ministry of Transportation and Infrastructure provided the following comments:

"The Ministry of Transportation and Infrastructure has reviewed this proposal and we have no objections or concerns. Preliminary Approval is granted for the zoning text amendment."

No other comments were received in response to this referral.

The Development Variance Permit application was referred to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief, and no comments were received in response to this referral.

PLANNING ANALYSIS:

Zoning Text Amendment - Increase to Maximum Permitted Gross Density

Staff raises no objections to the applicant's request to amend the City of Enderby Zoning Bylaw to increase the maximum permitted gross density for the subject property from 60 units per hectare (24.28 units per acre) to 115 units per hectare (46.54 units per acre), in order to increase the number of permitted residential dwelling units for the subject property from 1 to 3, and recommends that Council supports the application for the following reasons:

- Increasing the number of permitted residential dwelling units on the subject property will add to the community's supply of affordable rental housing and will help to support the downtown as a mixed use area with a residential population that supports downtown businesses;
- Increasing the number of permitted residential dwelling units on the subject property will increase density through infill development, which is a key element of Smart Growth development and is supported in the OCP, and provides the following community benefits:
 - More efficient use of land by increasing the ratio of improvement-to-land values;
 - Reducing pressures related to greenfield development and boundary expansion which in turn facilitates urban containment and rural protection;
 - Focusing future growth within developed areas of the community in order to maximize the value of existing infrastructure; and
 - Adding residential capacity without infringing upon open space or other sensitive areas.
- It is not anticipated that increasing the number of permitted residential dwelling units from 1 to 3 would negatively affect the characteristics or harmony of the downtown core, given that it would only facilitate a minor increase to the residential population of the downtown and there is already a significant number of residential uses occurring in the core;
- Although permitting additional density will result in an increase in demand for parking within public parking lots, as part of the negotiations for the sale and transfer of 607 Cliff Avenue to the applicant, Staff have made the sale subject to the applicant executing a Housing Agreement (Section 2.19

covenant) with the City whereby the tenants of each of the proposed dwelling units would be restricted to parking no more than one vehicle in the adjacent public parking lots at any one time; this will help to curb the increased demand for public parking within the downtown and ensure that there are no significant spill-over effects; and

- It is not anticipated that increasing the number of permitted residential dwelling units on the subject property from 1 to 3 would have a negative impact on the use and enjoyment of the subject or neighbouring properties.

Development Variance Permit - Reducing the Minimum Width and Minimum Number of Off-Street Parking Spaces

Staff raises no objections to the applicant's request to vary Sections 901.2.a and 901.3 of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum width of a parking space from 2.8 m (9.186 feet) to 2.50 m (8.20 feet), and reducing the number of required parking spaces from 5 to 3, for the following reasons:

- Given the relatively small size of the lot, the applicant has a limited ability to provide off-street parking on-site without significantly limiting the amount of commercial and residential floor space that can be provided;
- Although reducing the minimum number of required off-street parking spaces will result in an increase in demand for parking within public parking lots, as part of the negotiations for the sale and transfer of 607 Cliff Avenue to the applicant, Staff have made the sale subject to the applicant executing a Housing Agreement (Section 219 covenant) with the City whereby the tenants of the proposed dwelling units would be restricted to parking no more than one vehicle in the adjacent public parking lots at any one time; this will help to curb the increased demand for public parking within the downtown and ensure that there are no significant spill-over effects; and
- It is not anticipated that reducing the minimum width of a parking space or reducing the number of required parking spaces from 5 to 3, would have a negative impact on the use and enjoyment of the subject or neighbouring properties.

****NOTE:** When Adjacent Land Owner letters were sent in regards to this application, it was noted that the proposed variance involved reducing the number of required off-street parking spaces from 11 to 3 (not 5 to 3). This was due to the fact that as part of the initial analysis, it was anticipated that applicant would be required to provide off-street parking for the commercial component of the development; upon further investigation, it was determined that no off-street parking was required for the commercial component of the development as there is no net increase to the commercial floor space when compared to what was previously on the subject property.

SUMMARY

This report relates to the following development applications for Alpine Civil Engineering Consultants Ltd. for the subject property, i) an application to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to increase the maximum permitted gross density for 607 Cliff Avenue from 60 units per hectare (24.28 units per acre) to 115 units per hectare (46.54 units per acre), and ii) a Development Variance Permit application which

proposes vary Sections 901.2.a and 901.3 of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum width of a parking space from 2.8 m (9.186 feet) to 2.50 m (8.20 feet), and reducing the number of required parking spaces from 5 to 3.

The City of Enderby Planner is supportive of the proposed Zoning Text Amendment and variances to the Zoning Bylaw.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

Reviewed By:



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY
ZONING TEXT AMENDMENT APPLICATION &
DEVELOPMENT VARIANCE PERMIT APPLICATION
SUBJECT PROPERTY MAP

File: 0018-18-DVP-END
Applicant: James Kay
Owner: Corporation of the City of Enderby
Location: 607 Cliff Avenue, Enderby BC





LEGEND

EXISTING

CADASTRAL

607 CLIFF AVENUE
- ZONING GENERAL COMMERCIAL

| CITY OF ENDERBY ZONING ZONES | |
|------------------------------|--------------------------------------|
| ZONE CATEGORIZATION | DESCRIPTION |
| C.1 | GENERAL COMMERCIAL ZONE |
| C.2 | INTERMEDIATE DENSITY COMMERCIAL ZONE |
| C.3 | LOW DENSITY COMMERCIAL ZONE |
| R.1 | RESIDENTIAL ZONE |
| R.2 | PROFESSIONAL RESIDENTIAL ZONE |
| R.3 | INDUSTRIAL ZONE |
| R.4 | INDUSTRIAL AND BUSINESS ZONE |
| R.5 | INDUSTRIAL ZONE |
| R.6 | INDUSTRIAL ZONE |
| R.7 | INDUSTRIAL ZONE |
| R.8 | INDUSTRIAL ZONE |
| R.9 | INDUSTRIAL ZONE |
| R.10 | INDUSTRIAL ZONE |
| R.11 | INDUSTRIAL ZONE |
| R.12 | INDUSTRIAL ZONE |

CITY OF ENDERBY
DESIGN AND CONSTRUCTION

607 CLIFF AVENUE ENDERBY
EXISTING SITE PLAN WITH ORTHO

| | |
|----------|------------|
| DATE | RP |
| DESIGN | RP |
| APPROVED | JMK |
| DATE | 2018/09/17 |
| SCALE | 1:100 |

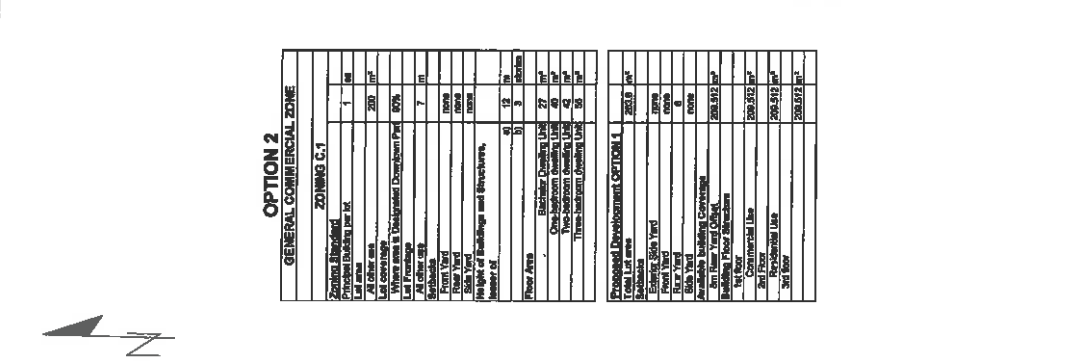


DRAWING NO. EX-001
SHEET NO. 1 OF 1
PAGE NO. 0

LEGEND

- EXISTING
- CADASTRAL
- SETBACKS

- PROPOSED LANE AND LOTS
- OPTION 1
 - OPTION 2



OPTION 1

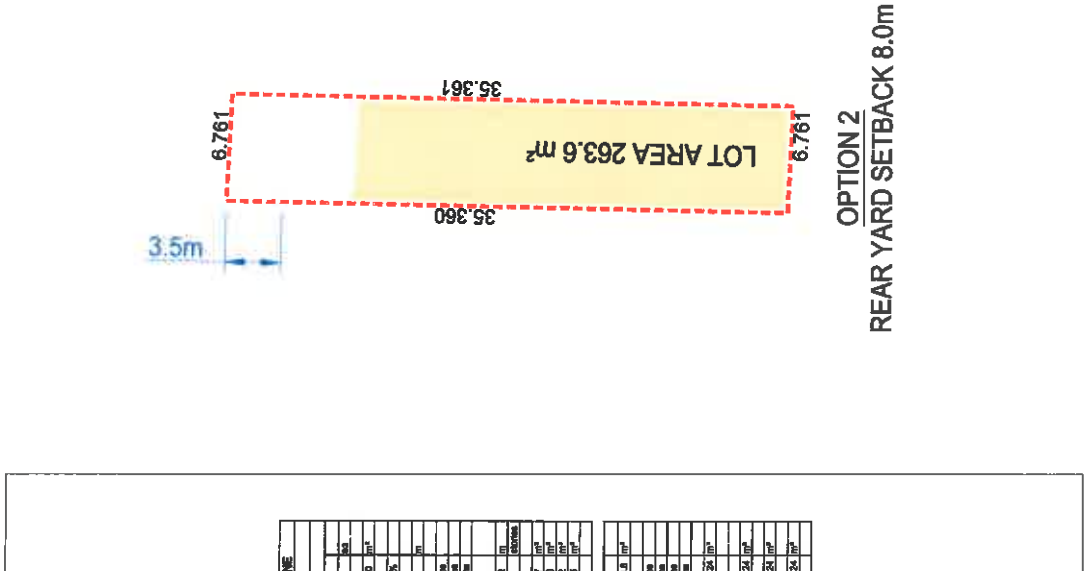
GENERAL COMMERCIAL ZONE

| ZONING C.1 | |
|--|------|
| Zoning Symbol | C.1 |
| Minimum Building per lot | 1 |
| Lot coverage | 90% |
| Lot coverage | 90% |
| Where area is Designated Downtown Part | 0% |
| Lot coverage | 7 |
| Setbacks | 3 |
| Front Yard | none |
| Rear Yard | none |
| Side Yard | none |
| Height of Buildings and Structures | none |
| Number of | 1 |
| Floor Area | 15 |
| Basement Dwelling Unit | 3 |
| Overhead Dwelling Unit | 27 |
| Three-bottom Dwelling Unit | 42 |
| Three-bottom Dwelling Unit | 55 |

Proposed Development OPTION 1

| | |
|-----------------------------|-----------|
| Total Lot area | 263.6 m² |
| Setbacks | none |
| Existing Side Yard | none |
| Front Yard | none |
| Side Yard | none |
| Available building Coverage | 237.24 m² |
| Basement Floor Structure | 14.16 m² |
| Commercial Use | 237.24 m² |
| Front Floor | 237.24 m² |
| Side Floor | 237.24 m² |
| Back Floor | 237.24 m² |

OPTION 1
90% SITE COVERAGE



OPTION 2

GENERAL COMMERCIAL ZONE

| ZONING C.1 | |
|--|------|
| Zoning Symbol | C.1 |
| Minimum Building per lot | 1 |
| Lot coverage | 90% |
| Lot coverage | 90% |
| Where area is Designated Downtown Part | 0% |
| Lot coverage | 7 |
| Setbacks | 3 |
| Front Yard | none |
| Rear Yard | none |
| Side Yard | none |
| Height of Buildings and Structures | none |
| Number of | 1 |
| Floor Area | 15 |
| Basement Dwelling Unit | 3 |
| Overhead Dwelling Unit | 27 |
| Three-bottom Dwelling Unit | 42 |
| Three-bottom Dwelling Unit | 55 |

Proposed Development OPTION 2

| | |
|-----------------------------|-----------|
| Total Lot area | 263.6 m² |
| Setbacks | none |
| Existing Side Yard | none |
| Front Yard | none |
| Side Yard | none |
| Available building Coverage | 237.24 m² |
| Basement Floor Structure | 14.16 m² |
| Commercial Use | 237.24 m² |
| Front Floor | 237.24 m² |
| Side Floor | 237.24 m² |
| Back Floor | 237.24 m² |

OPTION 2
REAR YARD SETBACK 8.0m

CITY OF ENDERBY ZONING ZONES

| ZONE | SYMBOL | DESCRIPTION |
|-------------|--------|---------------------------------|
| COMMERCIAL | C.1 | GENERAL COMMERCIAL ZONE |
| RESIDENTIAL | R.1 | RESIDENTIAL SINGLE-FAMILY ZONE |
| RESIDENTIAL | R.2 | RESIDENTIAL MEDIUM-DENSITY ZONE |
| RESIDENTIAL | R.3 | RESIDENTIAL HIGH-DENSITY ZONE |
| INDUSTRIAL | I.1 | INDUSTRIAL GENERAL-PURPOSE ZONE |
| INDUSTRIAL | I.2 | INDUSTRIAL HEAVY-PURPOSE ZONE |
| INDUSTRIAL | I.3 | INDUSTRIAL LIGHT-PURPOSE ZONE |
| INDUSTRIAL | I.4 | INDUSTRIAL MEDIUM-DENSITY ZONE |
| INDUSTRIAL | I.5 | INDUSTRIAL HIGH-DENSITY ZONE |
| INDUSTRIAL | I.6 | INDUSTRIAL HEAVY-PURPOSE ZONE |
| INDUSTRIAL | I.7 | INDUSTRIAL MEDIUM-DENSITY ZONE |
| INDUSTRIAL | I.8 | INDUSTRIAL HIGH-DENSITY ZONE |
| INDUSTRIAL | I.9 | INDUSTRIAL HEAVY-PURPOSE ZONE |
| INDUSTRIAL | I.10 | INDUSTRIAL MEDIUM-DENSITY ZONE |
| INDUSTRIAL | I.11 | INDUSTRIAL HIGH-DENSITY ZONE |
| INDUSTRIAL | I.12 | INDUSTRIAL HEAVY-PURPOSE ZONE |
| INDUSTRIAL | I.13 | INDUSTRIAL MEDIUM-DENSITY ZONE |
| INDUSTRIAL | I.14 | INDUSTRIAL HIGH-DENSITY ZONE |
| INDUSTRIAL | I.15 | INDUSTRIAL HEAVY-PURPOSE ZONE |

CITY OF ENDERBY DESIGN AND CONSTRUCTION

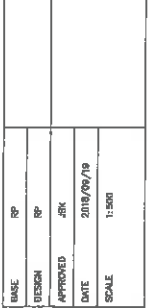
607 CLIFF AVENUE ENDERBY
PROPOSED SITE PLAN
OPTION 1 & OPTION 2

| | |
|----------|------------|
| BASE | RP |
| DESIGN | RP |
| APPROVED | RP |
| DATE | 2019/09/19 |
| SCALE | 1:500 |

CITY OF ENDERBY DESIGN AND CONSTRUCTION

607 CLIFF AVENUE ENDERBY
PROPOSED SITE PLAN
OPTION 1 & OPTION 2

| | | | |
|-------------|--------|----------|---|
| DRAWING NO. | PR-001 | REV. NO. | 0 |
| SHEET NO. | 1 | OF 1 | |



THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1663, 2018

A BYLAW TO AMEND THE TEXT OF 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";

AND 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:

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1663, 2018".
2. Division Four - Commercial Zones (C.1) of Schedule "A" of Zoning Bylaw No. 1550, 2014 is hereby amended by adding Section 401.11.h as follows:
 - g. Notwithstanding the density requirements outlined in Section 401.11.d.v of this Bylaw, dwelling units for the property legally described as LOT 7 AND THAT PART OF LOT 6 BLOCK 14 AND THOSE PARTS OF LOTS 38 AND 39 SHOWN ON PLAN B1133 EXCEPT THEREOUT THE SOUTH 10 FEET OF LOT 39 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A THE WHOLE TO FORM A SINGLE PARCEL AND TO BE KNOWN HEREAFTER AS PARCEL A (DD KC7720 AND PLAN B1133) DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 607 Cliff Avenue, Enderby BC shall not exceed a gross density of 115 units per hectare (46.56 units per acre).

READ a FIRST time this day of , 2018.

READ a SECOND time this day of , 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.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this day of , 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
BYLAW NO. 1663

A BYLAW TO PROVIDE FOR A REVITALIZATION TAX EXEMPTION PROGRAM

WHEREAS under the provisions of Section 226 of the *Community Charter*, Council may by bylaw adopt a revitalization tax exemption program;

AND WHEREAS Council wishes to establish a revitalization tax exemption program to encourage environmental remediation and redevelopment within the municipality;

AND WHEREAS Council has considered this Bylaw in conjunction with the objectives and policies set out under Section 165 of the *Community Charter* in its financial plan;

AND WHEREAS notice of the proposed bylaw has been given in accordance with Section 227 of the *Community Charter*;

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

1. **CITATION**

- a. This Bylaw may be cited as "City of Enderby Revitalization Tax Exemption Bylaw No. 1663, 2018".

2. **DEFINITIONS**

"**Assessed Value**" has the same meaning as set out in the *Assessment Act* of British Columbia;

"**Brownfield**" means an abandoned, idle or underutilized property where past actions have caused known or suspected environmental contamination;

"**Building Permit**" means a permit issued by the *City* that authorizes the construction, alteration or extension of a building or structure;

"**City**" means the City of Enderby;

"**Construction Value**" means the total cost of a proposed building or structure as indicated on the respective Building Permit;

"**Council**" means the duly elected Council of the *City*;

"**Exemption Certificate**" means a Revitalization Tax Exemption Certificate issued by the *City* under this bylaw in respect of an eligible property;

"**Owner**" means the registered owner in fee simple of a property;

"Revitalization Tax Exemption Agreement" means an agreement between the *City* and an owner of an eligible property under this program in respect of the matters described in Section 226(7) of the *Community Charter*.

3. REVITALIZATION TAX EXEMPTION PROGRAM

- a. The reasons for, and objectives of, the Revitalization Tax Exemption Program established under this Bylaw is intended to encourage remediation and redevelopment of vacant brownfield properties located within the City limits.
- b. The Revitalization Tax Exemption Program is intended to accomplish Council's objectives by providing property tax relief to property owners who:
 - remediate vacant brownfield properties, AND
 - undertake construction to the newly remediated vacant lot with a construction value of no less than \$150,000.
- c. A property owner must enter into a Revitalization Tax Exemption Agreement with the City that determines the conditions for eligibility for a specific property.
- d. The extent of the tax exemptions available under the Revitalization Tax Exemption Program is the municipal portion of the tax increase directly attributable to the increase in assessed value of improvements on the property resulting from the construction as outlined in Section 3(b).
- e. The amount of the tax exemption that may be provided under this bylaw is calculated as follows:
 - Years 1-5: 100% of the increase in assessed improvement value
 - Year 6: 80% of the increase in assessed improvement value
 - Year 7: 60% of the increase in assessed improvement value
 - Year 8: 40% of the increase in assessed improvement value
 - Year 9: 20% of the increase in assessed improvement value
 - Year 10: 10% of the increase in assessed improvement value

Year 1 is deemed to begin the year following the year the Building Permit for the eligible construction has been issued and the Revitalization Tax Exemption Certificate has been issued.

- f. The maximum term of a tax exemption that may be provided is 10 years.

- g. The Revitalization Tax Exemption Program established herein does not apply retroactively.

4. APPLICATION PROCESS

- a. An owner of a property who wishes to apply for a tax exemption under this Bylaw must, prior to remediation and construction, submit a written application to the City.
- b. Once an application is received by the City, a Revitalization Tax Exemption Agreement must be entered into between the City and the Owner.

5. REVITALIZATION TAX EXEMPTION CERTIFICATE

- a. Once the conditions established under this Bylaw and the Revitalization Tax Exemption Agreement have been met, a Revitalization Tax Exemption Certificate will be issued.

6. CANCELLATION OF AN EXEMPTION CERTIFICATE

- a. An Exemption Certificate may be cancelled by the City if any of the following occur:
 - the Owner breaches any conditions of this Bylaw, the Agreement, or the Exemption Certificate;
 - the Owner allows the property taxes to go into arrears; or
 - the Owner requests the Exemption Certificate to be cancelled.

7. BYLAW REVISIONS

- a. Council authorizes the revision of City of Enderby Revitalization Tax Exemption Bylaw No. 1663, 2018 in accordance with the revisions authorized pursuant to Section 1(2) of Bylaw Revision Regulation 367/2003.
- b. The Revitalization Tax Exemption Bylaw, as revised under a revision Bylaw, shall be brought before Council for consideration of first, second and third readings and adoption in accordance with Part 5 of the City of Enderby Council Procedure Bylaw No. 1502, 2012, as amended from time to time, except that before third reading, the Corporate Officer must certify that the proposed revised bylaw has been revised in accordance with Section 3 of Bylaw Revision Regulation 367/2003.

8. SEVERABILITY

- a. If any section, subsection or phrase of this Bylaw is for any reason held to be invalid by a Court of competent jurisdiction, the section, subsection or phrase may be severed from the Bylaw without affecting the validity of the remainder of the Bylaw.
- b. Any enactments referred to herein is a reference to an enactment of British Columbia and regulation thereto, as amended, revised, consolidated or replaced from time to time.

READ a FIRST time this ____ day of _____, 201_.

READ a SECOND time this ____ day of _____, 201_.

READ a THIRD time this ____ day of _____, 201_.

NOTICE pursuant to Section 227(3) of the Community Charter provided on the ____ day of _____, 201_, and the ____ day of _____, 201_.

ADOPTED this _____ day of _____, 201_.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CEO
Date: October 25, 2018
Subject: Report of Election Results

RECOMMENDATION

THAT Council receives and files this report for information.

BACKGROUND

Pursuant to Section 158 of the Local Government Act, this Report of Election Results is being submitted to Council. The attached documents, which form part of the Report, indicate the ballot accounts for the election as well as the Declaration of Official Election Results.

Pursuant to Section 159 of the Local Government Act, publication of the names of elected officials will be submitted within 30 days after the elected candidates have taken office to the British Columbia Gazette.

Respectfully submitted,


Jennifer Bellamy
Chief Election Officer



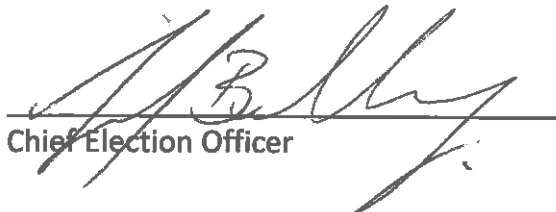
Form No. 6-3
LGA s.146(2)(a)
VC s. 108(2)(a)

CITY OF ENDERBY
DECLARATION OF OFFICIAL ELECTION RESULTS
GENERAL LOCAL ELECTION – 2018

MAYOR

I, Jennifer Bellamy, Chief Election Officer, do hereby declare elected,
Greg McCune, who received the highest number of valid votes
for the office of Mayor.

Dated at Enderby, BC
this 23rd day of October, 2018.


Chief Election Officer



CITY OF ENDERBY
DETERMINATION OF OFFICIAL ELECTION RESULTS
GENERAL LOCAL ELECTION – 2018

| | HALVORSON | McCUNE |
|--|------------|------------|
| Advance Voting Opportunity: October 10, 2018 Enderby City Hall, 619 Cliff Avenue | 81 | 66 |
| Special Voting Opportunity: October 15, 2018 (under 25) Parkview Place, 707 3rd Avenue | | |
| General Voting: October 20, 2018 Enderby Seniors Centre, 1101 George Street | 163 | 557 |
| TOTAL NUMBER OF VOTES | 194 | 623 |

This determination of official election results was made by the Chief Election Officer on October 23, 2018 and is based on ballot accounts as amended or prepared by the Chief Election Officer.


 Chief Election Officer



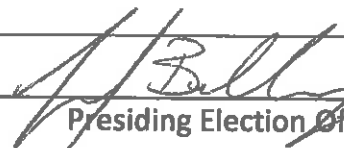
**CITY OF ENDERBY
BALLOT ACCOUNT**

**GENERAL VOTING DAY
ENDERBY SENIORS CENTRE, 1101 GEORGE STREET
OCTOBER 20, 2018
MAYOR**

Number of valid votes cast:

| | |
|--------------------------|------------|
| HALVORSON, Herman | <u>163</u> |
| McCUNE, Greg | <u>557</u> |
| TOTAL: | <u>720</u> |

| | | |
|---|------------|--------------|
| (1) Number of ballots received for use (see Note 1) | | <u>1,603</u> |
| (2) Ballots without objection | <u>720</u> | |
| (3) Ballots accepted subject to objection under LGA s.140 | <u>0</u> | |
| (4) Ballots rejected without objection | <u>11</u> | |
| (5) Ballots rejected subject to objection under LGA s.140 | <u>0</u> | |
| (6) Spoiled ballots that were replaced under LGA s.128 | <u>1</u> | |
| (7) Number of ballots given to the electors (2+3+4+5+6) | <u>732</u> | |
| (8) Unused ballots (see Note 2) | <u>871</u> | |
| (9) Number of ballots not accounted for | <u>0</u> | |
| (10) TOTAL (7+8+9) No. 1 & No. 10 must agree | | <u>1,603</u> |



 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)



**CITY OF ENDERBY
BALLOT ACCOUNT**

**ADVANCE VOTING OPPORTUNITY
ENDERBY CITY HALL, 619 CLIFF AVENUE
OCTOBER 10, 2018**

MAYOR

Number of valid votes cast:

**HALVORSON, Herman
McCUNE, Greg
TOTAL:**

31
66
97

| | | |
|---|-----------|-----------|
| (1) Number of ballots received for use (see Note 1) | | <u>97</u> |
| (2) Ballots without objection | <u>97</u> | |
| (3) Ballots accepted subject to objection under LGA s.140 | <u>0</u> | |
| (4) Ballots rejected without objection | <u>0</u> | |
| (5) Ballots rejected subject to objection under LGA s.140 | <u>0</u> | |
| (6) Spoiled ballots that were replaced under LGA s.128 | <u>0</u> | |
| (7) Number of ballots given to the electors (2+3+4+5+6) | | <u>97</u> |
| (8) Unused ballots (see Note 2) | <u>0</u> | |
| (9) Number of ballots not accounted for | <u>0</u> | |
| (10) TOTAL (7+8+9) No. 1 & No. 10 must agree | | <u>97</u> |


Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

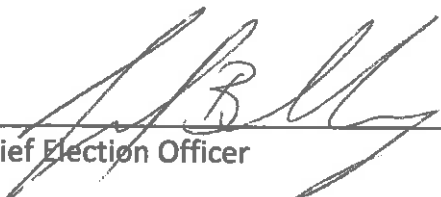


CITY OF ENDERBY
DECLARATION OF OFFICIAL ELECTION RESULTS
GENERAL LOCAL ELECTION – 2018
COUNCILLOR

I, Jennifer Bellamy, Chief Election Officer, do hereby declare elected the following candidates, who received the highest number of valid votes for the office of Councillor.

1. Roxanne Davyduke
2. Tundra Baird
3. Raquel Knust
4. Shawn Shishido
5. Brian Schreiner
6. Brad Case

Dated at Enderby, BC
this 23rd day of October, 2018.


Chief Election Officer



CITY OF ENDERBY

DETERMINATION OF OFFICIAL ELECTION RESULTS

GENERAL LOCAL ELECTION – 2018

| | BAIRD | CASE | DAVYDUKE | KNUST | ROBINSON | SCHREINER | SHISHIDO |
|---|-------|------|----------|-------|----------|-----------|----------|
| Advance Voting Opportunity: October 10, 2018 Enderby City Hall, 619 Cliff Avenue | 74 | 71 | 73 | 70 | 59 | 59 | 64 |
| Special Voting Opportunity: October 15, 2018 Parkview Place, 707 3rd Avenue (under 25s) <i>combined</i> | | | | | | | |
| General Voting: October 20, 2018 Enderby Seniors Centre, 1101 George Street | 576 | 492 | 579 | 560 | 405 | 527 | 535 |
| TOTAL NUMBER OF VOTES | 650 | 563 | 652 | 630 | 464 | 586 | 599 |

This determination of official election results was made by the Chief Election Officer on October 23, 2018 and is based on ballot accounts as amended or prepared by the Chief Election Officer.


Chief Election Officer



**CITY OF ENDERBY
BALLOT ACCOUNT**

GENERAL VOTING DAY
ENDERBY SENIORS CENTRE, 1101 GEORGE STREET
OCTOBER 20, 2018
COUNCILLOR

Number of valid votes cast:

| | |
|--------------------------|--------------|
| BAIRD, Tundra | <u>576</u> |
| CASE, Brad | <u>492</u> |
| DAVYDUKE, Roxanne | <u>579</u> |
| KNUST, Raquel | <u>560</u> |
| ROBINSON, Darren | <u>405</u> |
| SCHREINER, Brian | <u>527</u> |
| SHISHIDO, Shawn | <u>535</u> |
| TOTAL: | <u>3,674</u> |

| | | |
|---|------------|--------------|
| (1) Number of ballots received for use (see Note 1) | | <u>1,603</u> |
| (2) Ballots without objection | <u>728</u> | |
| (3) Ballots accepted subject to objection under LGA s.140 | <u>0</u> | |
| (4) Ballots rejected without objection | <u>3</u> | |
| (5) Ballots rejected subject to objection under LGA s.140 | <u>0</u> | |
| (6) Spoiled ballots that were replaced under LGA s.128 | <u>1</u> | |
| (7) Number of ballots given to the electors (2+3+4+5+6) | <u>732</u> | |
| (8) Unused ballots (see Note 2) | <u>871</u> | |
| (9) Number of ballots not accounted for | <u>0</u> | |
| (10) TOTAL (7+8+9) No. 1 & No. 10 must agree | | <u>1,603</u> |

Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)



**CITY OF ENDERBY
BALLOT ACCOUNT**

**ADVANCE VOTING OPPORTUNITY
ENDERBY CITY HALL, 619 CLIFF AVENUE
OCTOBER 10, 2018
COUNCILLOR**

Number of valid votes cast:

| | |
|--------------------------|------------|
| BAIRD, Tundra | <u>74</u> |
| CASE, Brad | <u>71</u> |
| DAVYDUKE, Roxanne | <u>73</u> |
| KNUST, Raquel | <u>70</u> |
| ROBINSON, Darren | <u>59</u> |
| SCHREINER, Brian | <u>59</u> |
| SHISHIDO, Shawn | <u>64</u> |
| TOTAL: | <u>470</u> |

| | | |
|---|-----------|-----------|
| (1) Number of ballots received for use (see Note 1) | | <u>97</u> |
| (2) Ballots without objection | <u>96</u> | |
| (3) Ballots accepted subject to objection under LGA s.140 | <u>0</u> | |
| (4) Ballots rejected without objection | <u>1</u> | |
| (5) Ballots rejected subject to objection under LGA s.140 | <u>0</u> | |
| (6) Spoiled ballots that were replaced under LGA s.128 | <u>0</u> | |
| (7) Number of ballots given to the electors (2+3+4+5+6) | | <u>97</u> |
| (8) Unused ballots (see Note 2) | <u>0</u> | |
| (9) Number of ballots not accounted for | <u>0</u> | |
| (10) TOTAL (7+8+9) No. 1 & No. 10 must agree | | <u>97</u> |

Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

Quarterly Policing Report

3rd Quarter – July to September 2018



Vernon North Okanagan Detachment

Committed to preserve the peace, uphold the law and provide quality service in partnership with our communities.

Superintendent Shawna Baher
Officer in Charge
Vernon North Okanagan Detachment
3402 - 30th Street
Vernon, BC V1T 5E5

Date: October 15, 2018

Re: Vernon North Okanagan Detachment Policing Activity Report – 3rd Quarter 2018

All crime statistics for specific areas are featured at the end of this report. Statistics reflect monthly totals for July to September 2018 with comparisons from the previous year.

Vernon North Okanagan Detachment remains committed to our strategic priorities of Crime Reduction, Communication and Road Safety. During the third quarter of 2018, we saw an 11.1% decrease in Criminal Code offences as well as an 18.36% decrease in property crime. With regards to our road safety initiatives, road check-stops decreased 74.36% and we had a decrease of 33.33% in alcohol related traffic enforcement conducted by members.



On the Canada Day long weekend, the Funtastic baseball tournament with beer garden and nightly concerts kicked off the summer. In July, the Okanagan Military Tattoo drew large crowds to Kal Tire Place to enjoy pipe bands and drill displays. During the Labour Day long weekend, Armstrong hosted another successful Interior Provincial Exhibition and Stampede. Vernon North Okanagan RCMP were well prepared for all these events with operational plans and additional resources in place, including our marine section conducting patrols on Kalamalka Lake and Lake Okanagan.

On July 23rd, Vernon North Okanagan Detachment welcomed our new Officer in Charge, Superintendent Shawna Baher. In the last month, Superintendent Baher has secured funding for the Enhanced Traffic Enforcement initiative, launched the Vernon North Okanagan Facebook page, and participated in the Upper Room Mission's needle pick up, issuing a challenge to Vernon Fire Rescue to participate. The challenge has increased momentum with the BC Ambulance Service and the City of Vernon contributing their time. As well, our new Coffee with a Cop community event, held at six different coffee shops throughout our area, was a great way to meet the community in an informal setting.

In September, Vernon North Okanagan Detachment's former transcriptionist, Denise McMahon, joined the South East District Cops for Kids Team for a 4th time to participate in the grueling 10 day cycle ride of challenging terrain from Kelowna through Osoyoos, Grand Forks, Castlegar, Creston, Cranbrook, Golden, Kamloops and Vernon. This year's ride raised in excess of \$325,000 in support of kids throughout South Eastern BC who have medical, physical or traumatic challenges.

This report reflects a representative sampling of our policing activities for the 3rd quarter of 2018.

GENERAL DUTY

- On July 4th, General Duty police responded to a report in Vernon of a male who smashed a car window and was attempting to break into the residence of an 84 year old woman. On police arrival, they were confronted by a 34 year old male who had both an axe and a hammer in his hands. The male was subdued using a Conducted Energy Weapon and taken into custody. He was released by the courts on a Recognizance of Bail with 17 conditions pending his next court appearance.

- On July 26th, police observed a male at Kin Beach matching the description of an individual wanted for attempted murder. An arrest plan was quickly established by General Duty police officers and the male was taken into custody after a brief foot pursuit into the water. The individual remains in custody.
- On August 7th, General Duty police responded to a robbery of a Corn Hut in Vernon. A photo of the suspect's truck was quickly disseminated to the media by police. As a result, the accused turned himself in and the subsequent search warrant on the truck located the suspected weapon.
- On August 11th, General Duty police on patrol arrested a male riding a bicycle in Vernon for being in possession of bear spray and break and enter tools. Subsequent search revealed a large amount of loose change as well as crack cocaine, heroin and crystal methamphetamine. The male was released from custody by the court on a Recognizance of Bail with six conditions.
- On August 13th, General Duty police attended to an address in Vernon to arrest a male on numerous outstanding warrants. Upon police arrival, the 28 year old male attempted to evade police by running through a nearby creek. After a brief foot pursuit, the male was arrested without incident and appeared in court on numerous charges. The male remains in custody.
- On August 14th, General Duty police responded to two separate robberies at two businesses in Vernon within a two hour time period. The suspect had fled in a black Dodge truck and, despite numerous patrols conducted by police, the suspect vehicle was not located. Through the use of digital technology, the suspect's photo was disseminated through the Okanagan. Within a few hours, the truck was located in a neighboring detachment area and the 28 year old male was taken into custody to appear in court. This individual was identified as a suspect in numerous robberies in other jurisdictions including the Lower Mainland.

GENERAL INVESTIGATION SECTION (GIS)

Serious Crimes Unit (SCU):

The following report is a synopsis of some of the most recent investigations the Vernon Serious Crimes Unit has conducted. This report does not reflect all investigations the officers are working on and does not include information which could impact ongoing police investigations or those which are of interest to, or under investigation by, other agencies. SCU investigators continue to work on numerous historical major cases which were initiated outside of this reporting period.

- On August 10th, the SCU's Fire Investigator assisted the Vernon Fire Department with investigation of a fire at a problem premise in Vernon. There was no evidence to indicate the fire was deliberately set.
- On August 23rd, SCU Sex Crimes investigated the possession and distribution of child pornography as a result of a report from BC Integrated Child Exploitation Unit. The investigation is ongoing.
- On August 31st, SCU investigated an individual who provided false information to the courts when offering surety for an offender released by the courts to the community. The individual was arrested and is charged with obstruction of justice.

- On August 31st, a local High Risk Offender monitored by SCU was in breach of their release conditions and was arrested. The accused remains in custody.
- On September 7th, a local High Risk Offender being monitored by SCU was in breach of release conditions and was subsequently arrested. The matter is before the courts.

Domestic Violence Unit (DVU):

The DVU continues to monitor numerous files that are either in the court process or require a multi-agency response through the Integrated Case Assessment Team. These files include situations where the offender used or threatened violence and where there was a high risk to the safety of the victim. Also during this quarter, DVU completed lengthy risk assessments on two highest risk domestic violence cases.

- In one investigation, the offender was charged with distributing intimate images of the victim on the internet. The offender has been arrested and remains in custody facing multiple charges.
- In July, DVU became involved in an investigation regarding an individual who threatened to kill the common law spouse's pets. The accused was arrested and released from custody on numerous conditions.
- In July, DVU monitored an investigation regarding an assault by the victim's boyfriend, which included an attempt to hit the victim with his vehicle and threatening her with a firearm. The accused was arrested and a firearm was seized.

TARGETED POLICING

Targeted Policing provided assistance to a number of General Duty, Serious Crimes and Provincial GIS investigations. In an effort to continue working closely with partner agencies and stakeholders, the Targeted Policing Unit met regularly with numerous partner agencies including Interagency, Outreach and Mentally Disordered Offenders.

Provincial Tactical Enforcement Priority (PTEP):

- Targeted Policing continue to participate in the policing priority of identifying, profiling, selecting and targeting individuals and/or groups involved in criminal activity and, because of their association to gangs/organized crime, pose a safety risk to the community.
- For this period, five individuals/groups have been identified.

Task Force (TF):

- On July 11th, Task Force conducted a drug trafficking investigation which resulted in the arrest of a male in possession of numerous street level packages of fentanyl and cocaine. The 35 year old male is charged with possession for the purpose of trafficking.

- On August 1st, a search warrant was executed by Task Force at a residence on 32nd Street in Vernon which resulted in the arrest of several persons and the seizure of significant quantities of fentanyl, cocaine, and methamphetamine along with Canadian currency and other drug trafficking items. The investigation into this problem residence continues.
- On August 15th, Task Force executed a search warrant at a problem residence on 24th Avenue in Vernon which resulted in the seizure of significant quantities of fentanyl and cocaine along with Canadian currency and other drug trafficking items. The investigation continues.
- On August 30th, a search warrant was executed by Task Force at a residence on 21st Avenue which resulted in the seizure of fentanyl, cocaine, and methamphetamine as well as a prohibited weapon, Canadian currency and other drug trafficking items. A male and female in their 50's were arrested and charges have been recommended to Crown Counsel.
- On September 6th, Task Force conducted a drug trafficking investigation which resulted in the arrest of a male in possession of methamphetamine. A charge of possession for the purpose of trafficking has been recommended to Crown Counsel.

Crime Reduction Unit (Downtown Enforcement Unit and Prolific Offender Unit):

The Crime Reduction Unit perform a significant role in bi-weekly comparative statistics meetings where emerging crime trends, hot spots of criminal activity, problem premises, priority prolific offenders and social chronic offenders are identified and tasks are assigned to various units to help reduce crime.

- Prolific Offenders: At the conclusion of this reporting period, there were 18 prolific offenders identified for monitoring in the Vernon North Okanagan. Of those, 7 are currently in custody and 11 are not in custody.
- In July, the Crime Reduction Unit assisted General Duty with the investigation of a subject believed responsible for theft of motor vehicle over \$5000.
- On July 26th, Crime Reduction arrested a male wanted for attempted murder. When the male was searched subsequent to arrest, methamphetamine and marihuana were found. The male remains in custody.
- On August 19th, the Crime Reduction Unit arrested a male in a stolen vehicle, who was found to be in possession of other stolen property. The male remains in custody.
- Crime Reduction investigated a series of business break and enters in Vernon which identified a vehicle stolen from another jurisdiction as involved in the crimes. This information led to the arrest of the subject.

NORTH OKANAGAN RURAL GENERAL DUTY (GD)

- On July 1st, two vehicles collided on Highway 97A in Spallumcheen leaving one driver trapped. Fire rescue extracted the driver who was investigated for impaired driving. The driver refused to provide a breath sample and the matter is before the court.
- On July 6th, an unknown suspect attempted to break into a business in Enderby causing damage to a door. No entry was gained to the building.
- On July 24th, a vehicle drove off the road and damaged a fence in Spallumcheen. The vehicle left the scene, however became disabled a short distance away. The new driver possessed a restricted license and it was determined the driver had consumed alcohol. The driver was served a 12 hour driving suspension and charged with drive without consideration.
- On July 25th, a witness reported a male had hidden a firearm in some bushes at a campground in Enderby. Police located the firearm and established the identity of the male who was on conditions not to possess weapons. The male was charged with breach of conditions and unsafe storage of a firearm.
- On July 29th, police recovered stolen property from a trailer in Spallumcheen. The property was from a break and enter which occurred in September of 2017 in Kelowna. The suspect was identified and a warrant for arrest requested.
- On August 7th, police attempted to stop a vehicle being driven by a prohibited driver in Enderby. The vehicle evaded police but was later located at a residence. The male driver is charged with numerous offences including dangerous driving, driving while prohibited and flight from police. The matter is before the courts.
- On August 9th, police stopped a motorcycle in Falkland for erratic driving. The driver, who was bound by a 90 day driving prohibition, failed a road side breath test. The motorcycle was impounded and the driver is charged with impaired driving and drive while prohibited.
- On August 17th, police observed a vehicle cross the center line on Hwy 97A in Spallumcheen. The driver was checked and failed a road side breath test. The vehicle was impounded for 30 days and the driver issued a 90 day driving prohibition.
- On August 18th, police responded to a single vehicle collision into a power pole on Hwy 97A in Enderby. The lone occupant was pronounced deceased on scene.
- On August 26th, neighbours reported hearing screams from a residence in Armstrong. When police attended, it was discovered the male occupant had assaulted his female companion and uttered threats. The male was arrested.

- On Sept 2nd, police conducted a routine traffic stop in Enderby which resulted in the driver being issued a 90 day driving prohibition. The vehicle was impounded for 30 days and the driver is charged with drive while prohibited.
- On Sept 5th, unknown suspects gained entry into a business in Grindrod however it appeared nothing was stolen. The incident remains under investigation.
- On Sept 6th, a business in Enderby was broken into by prying open the front door. Unknown suspects stole two computer servers and the file is still under investigation.
- On Sept 7th, police responded to two males fighting behind an apartment building in Armstrong. When both individuals were arrested for causing a disturbance, the males assaulted the police officer in an attempt to flee. This incident is before the courts.
- On Sept 7th, a lone male entered a business in Armstrong and demanded money. The male fled and was arrested by police for robbery. It was learned he was on probation for robbery in the Lower Mainland. The male remains in custody.
- On Sept 10th, a business in Grindrod was broken into through the front door and the suspect stole a few minor items. The Forensic Identification Section attended, however no suspects were identified and the investigation continues.
- On Sept 24th, police responded to an early morning alarm at a business in Grindrod. Suspects gained entry through a window and fled prior to police arrival. No suspects have been identified and the incident is still under investigation.

NORTH OKANAGAN RURAL GENERAL INVESTIGATION SECTION (GIS)

The following report is a synopsis of some of the most recent investigations the Provincial Rural General Investigation Section (GIS) has received and investigated, however it does not reflect all investigations the officers are currently conducting.

- Rural GIS assisted another detachment with a sexual assault investigation that occurred in that area during the winter.
- Rural GIS assisted with a historical sexual assault investigation that occurred in a northern jurisdiction.

TRAFFIC ENFORCEMENT

North Okanagan Rural:

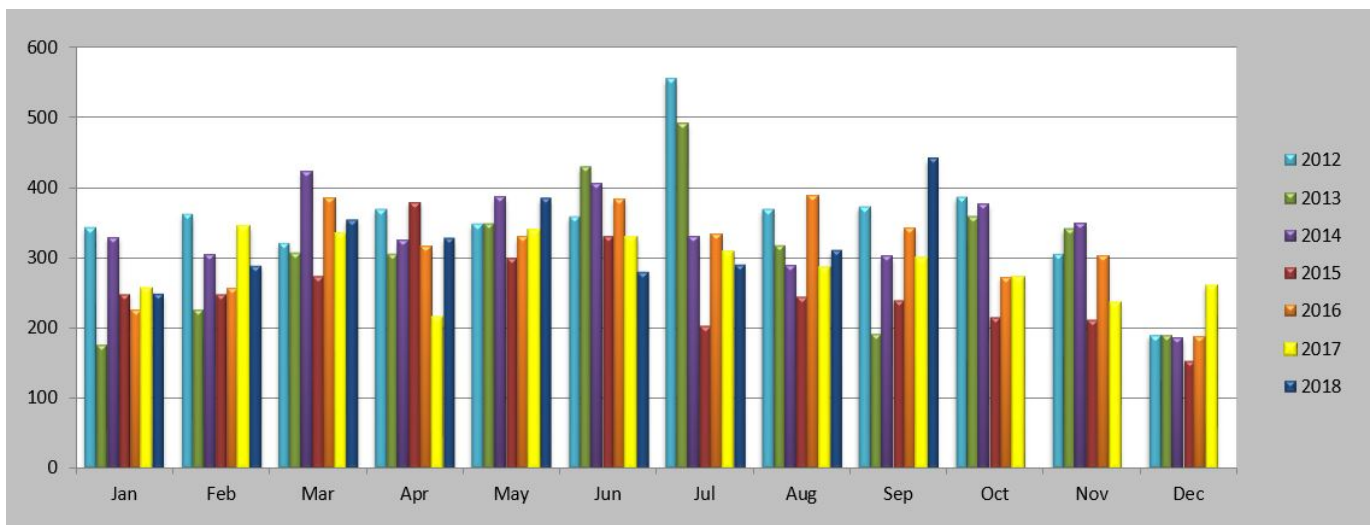
- Road Check Stops - 7
- Impaired Drivers taken off the road by way of suspension or charges - 12
- Distracted Driver charges - 5

| Area | Violation Ticket | Warning |
|--------------|------------------|---------|
| Armstrong | 73 | 25 |
| Enderby | 46 | 52 |
| Falkland | 33 | 8 |
| Lumby | 58 | 16 |
| Spallumcheen | 58 | 51 |
| Westside | 11 | 6 |

Vernon/Coldstream:

- Road Check Stops - 3
- Impaired Drivers taken off the road by way of suspension or charges – 41
- Distracted Driver charges – 6

| Area | Violation Ticket | Warning |
|--------------|------------------|---------|
| Vernon | 494 | 165 |
| Coldstream | 118 | 71 |
| Vernon Rural | 82 | 17 |



This graph depicts the total traffic enforcement (Tickets & Warnings) results for Vernon, Coldstream & Vernon Rural areas

FORENSIC IDENTIFICATION SECTION (FIS)

Our FIS operated with two regular members and utilized the expertise of two reserve members to meet increased demands for service. During this quarter, a total of 23 individuals were identified on 14 files through fingerprints or other types of physical evidence.

| Offence | Vernon | Coldstream | Rural |
|---------------|--------|------------|-------|
| Break & Enter | 18 | 1 | 7 |
| Theft Vehicle | 9 | 1 | 8 |
| Theft | 11 | 0 | 0 |
| Mischief | 0 | 1 | 2 |
| Assault | 2 | 0 | 2 |

| | | | |
|---------------|-----------|----------|-----------|
| Arson | 1 | 0 | 0 |
| Armed Robbery | 2 | 0 | 0 |
| Drugs | 2 | 0 | 0 |
| Firearms Act | 2 | 0 | 0 |
| Misc. | 0 | 0 | 3 |
| Total | 47 | 3 | 22 |

Note: "Vernon" FIS Calls for Service encompass Vernon, Coldstream and Vernon Rural. The "Rural" calls for service include Armstrong, Enderby, Falkland, Lumby & Westside.

POLICE DOG SERVICES (PDS)

Currently, the Vernon North Okanagan Detachment's PDS section has one active police dog. In September, Cst. Rutten and PDS Cain assisted in the apprehension of the driver of a stolen white Subaru BRZ. PDS Cain was able to track through the bush and locate the hidden vehicle.

RESERVISTS

Vernon North Okanagan reservists conduct targeted traffic enforcement in our communities. The reservists assist our General Duty as required, as well as conduct crime scene security, in house training and liaise with Search & Rescue where necessary. The responsibility of our RCMP Boat patrols is with our reservists. This summer, two reservists conducted nine patrols of Okanagan Lake, resulting in seven charges and 72 warnings, five patrols of Kalamalka Lake with five charges and 45 warnings issued, and six patrols on Mabel Lake, resulting in 10 charges and 45 warnings. The charges included violations for no life jackets, tow without spotter, underage person operating a sea-doo and no boater's license. Our reservists found the number of boats on the water, including those from Alberta, were down from previous years, largely due to the fires in the area and an increase in smoke.

| Detachment | Patrols | V.T. | Warnings |
|-------------------|----------------|-------------|-----------------|
| Vernon | 12 | 119 | 15 |
| Coldstream | 23 | 138 | 42 |
| Armstrong | 3 | 27 | 6 |
| Enderby | 0 | 0 | 0 |
| Falkland | 5 | 26 | 3 |
| Lumby | 0 | 0 | 0 |
| Spallumcheen | 5 | 23 | 4 |
| Westside Road | 3 | 9 | 1 |
| Total | 51 | 342 | 71 |

SCHOOL RESOURCE OFFICER (SRO)

Cst. Dan Cocks has returned to the SRO role for another year after assisting with General Duty policing during the busy summer months. He is busy reconnecting with the youth and staff at the schools.

COMMUNITY POLICING

The City of Vernon RCMP Volunteers currently have 53 active members with another 3 volunteers in Lumby. The volunteers participated in many duties this quarter including Distracted Driving Operations looking for persons using their cell phones, Lock-out Auto Crime targeting theft from vehicle, Canada

Day fireworks, and conducted 18 Vessel Safety pre-check operations, searching for invasive mussels on 243 boats. The COV RCMP Volunteers worked a combined 1005 hours and drove over 4660 km while being eyes and ears for the RCMP. As well, volunteers conducted foot patrols of the parking lots during Funtastic and at the Armstrong IPE where 12 volunteers worked 10 four hour shifts. Speed Watch spent 243 hours in 13 operations and slowed down 16,916 cars.

AUXILIARY CONSTABLES

The Vernon North Okanagan currently has three RCMP Auxiliary Constables with the Program. There have been no further updates with regards to the changes.

HUMAN RESOURCES

- Established Levels: Vernon/North Okanagan Detachment is currently at 100 Regular Members: 56 City of Vernon; 33 Provincial; 7 Coldstream; 3 Spallumcheen and 1 Splots'in First Nation.
- Funded Levels: As of September 31st 2018, the Vernon/North Okanagan Detachment billed 48.95 City of Vernon; 23.76 Provincial, 6.8 Coldstream; 3.02 Spallumcheen and .84 Splots'in First Nations.

3rd Quarter Statistics - City of Vernon

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 1685 | 1625 | 1579 | 1607 | 1482 | 1340 |
| Robbery | 5 | 2 | 4 | 9 | 2 | 1 |
| Assault (Includes DV) | 34 | 41 | 22 | 35 | 38 | 27 |
| Domestic Violence | 14 | 7 | 5 | 5 | 12 | 4 |
| Sex Offence | 1 | 3 | 7 | 12 | 5 | 4 |
| B&E Residence | 27 | 7 | 21 | 7 | 10 | 10 |
| B&E Commercial | 5 | 14 | 5 | 22 | 8 | 22 |
| Theft of Vehicle | 18 | 17 | 7 | 19 | 15 | 5 |
| Theft From Vehicle | 51 | 62 | 64 | 71 | 82 | 62 |
| Theft Over \$5000 | 3 | 3 | 2 | 1 | 3 | 1 |
| Theft Under \$5000 | 101 | 65 | 92 | 79 | 104 | 71 |
| Drug Offence | 29 | 37 | 28 | 32 | 25 | 16 |
| Liquor Offences | 60 | 49 | 31 | 25 | 27 | 25 |
| Impaired Driving | 9 | 14 | 8 | 2 | 15 | 7 |
| 24 Hour Driving Suspension | 6 | 4 | 17 | 7 | 5 | - |
| Motor Vehicle Accidents | 54 | 49 | 67 | 36 | 39 | 35 |

3rd Quarter Statistics - Vernon Rural

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 158 | 153 | 143 | 139 | 152 | 141 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | 1 | 3 | 6 | 1 | - | 2 |
| Domestic Violence | - | 1 | 1 | - | - | 1 |
| Sex Offence | - | 2 | - | - | - | - |
| B&E Residence | 3 | - | 2 | 1 | - | 2 |
| B&E Commercial | 7 | - | 3 | 1 | - | 3 |
| Theft of Vehicle | 2 | 2 | 2 | 1 | - | 3 |
| Theft From Vehicle | 3 | 10 | 11 | 7 | 9 | 9 |
| Theft Over \$5000 | - | 1 | 2 | - | 1 | - |
| Theft Under \$5000 | 3 | 10 | 4 | 2 | 3 | 4 |
| Drug Offence | 4 | 1 | - | - | 1 | - |
| Liquor Offences | 2 | - | - | 2 | - | - |
| Impaired Driving | 1 | 3 | - | 2 | - | 3 |
| 24 Hour Driving Suspension | 1 | 1 | - | - | 1 | - |
| Motor Vehicle Accidents | 11 | 6 | 10 | 8 | 13 | 4 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

3rd Quarter Statistics – District of Coldstream

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 178 | 170 | 189 | 146 | 136 | 112 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | 1 | 4 | 6 | 1 | 2 | 1 |
| Domestic Violence | - | 2 | - | 1 | 1 | 1 |
| Sex Offence | - | 1 | 3 | 1 | - | - |
| B&E Residence | 3 | 1 | 3 | - | 3 | 1 |
| B&E Commercial | - | - | - | 2 | - | 1 |
| Theft of Vehicle | 1 | 1 | - | 4 | 1 | 6 |
| Theft From Vehicle | 15 | 22 | 16 | 24 | 28 | 16 |
| Theft Over \$5000 | 3 | - | - | - | - | 1 |
| Theft Under \$5000 | 2 | 7 | 3 | 5 | 4 | 2 |
| Drug Offence | 1 | 2 | 2 | - | - | 2 |
| Liquor Offences | 6 | 2 | 5 | 1 | 1 | 1 |
| Impaired Driving | 1 | 3 | 1 | 1 | - | - |
| 24 Hour Driving Suspension | - | - | - | 1 | - | - |
| Motor Vehicle Accidents | 3 | 6 | 7 | 3 | 2 | 3 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

3rd Quarter Statistics – City of Armstrong

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 109 | 92 | 109 | 105 | 116 | 113 |
| Robbery | - | - | - | - | - | 1 |
| Assault (includes DV) | 2 | 1 | 1 | 6 | 5 | 8 |
| Domestic Violence | 1 | - | - | 3 | - | - |
| Sex Offence | - | - | - | 1 | 2 | - |
| B&E Residence | 1 | 1 | 1 | 1 | - | - |
| B&E Commercial | 1 | - | - | 1 | 5 | - |
| Theft of Vehicle | - | - | 1 | - | 1 | 2 |
| Theft From Vehicle | 2 | 8 | 4 | 1 | 3 | - |
| Theft Over \$5000 | - | - | - | 1 | - | - |
| Theft Under \$5000 | 5 | 5 | 4 | 7 | 3 | 5 |
| Drug Offence | 1 | 1 | - | 1 | 2 | - |
| Liquor Offences | 3 | 3 | 4 | 6 | 9 | 5 |
| Impaired Driving | - | 1 | - | 1 | 1 | - |
| 24 Hour Driving Suspension | 1 | 1 | - | 1 | - | 1 |
| Motor Vehicle Accidents | 2 | 3 | 5 | 1 | 1 | 3 |

3rd Quarter Statistics – Spallumcheen

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 115 | 91 | 124 | 96 | 101 | 81 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | 1 | - | - | - | 4 | 4 |
| Domestic Violence | 1 | 1 | - | - | 2 | 1 |
| Sex Offence | - | - | - | - | - | - |
| B&E Residence | 1 | 1 | - | - | - | 1 |
| B&E Commercial | - | - | - | - | - | 1 |
| Theft of Vehicle | 1 | 2 | - | - | 3 | - |
| Theft From Vehicle | 1 | 2 | 2 | 1 | - | 1 |
| Theft Over \$5000 | - | - | 1 | - | 1 | 1 |
| Theft Under \$5000 | 3 | - | 2 | - | 1 | - |
| Drug Offence | 2 | 1 | 1 | - | 1 | - |
| Liquor Offences | 2 | 1 | 1 | - | - | - |
| Impaired Driving | 1 | 2 | 1 | 2 | - | - |
| 24 Hour Driving Suspension | 2 | - | - | - | 1 | - |
| Motor Vehicle Accidents | 7 | 9 | 2 | 7 | 9 | 8 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

3rd Quarter Statistics – City of Enderby

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 109 | 95 | 132 | 103 | 96 | 82 |
| Robbery | - | - | 1 | - | 1 | - |
| Assault (Includes DV) | 2 | 5 | 3 | 3 | 2 | 3 |
| Domestic Violence | - | 1 | 2 | - | 1 | 1 |
| Sex Offence | - | 1 | 2 | - | - | - |
| B&E Residence | 1 | 1 | - | - | 1 | - |
| B&E Commercial | 2 | 2 | 1 | - | - | 3 |
| Theft of Vehicle | 4 | 1 | 1 | 4 | - | 4 |
| Theft From Vehicle | 8 | - | 5 | 5 | 5 | 4 |
| Theft Over \$5000 | - | - | - | 1 | - | - |
| Theft Under \$5000 | 4 | - | 4 | 4 | 2 | 6 |
| Drug Offence | 2 | - | 3 | - | 1 | - |
| Liquor Offences | 8 | 3 | 8 | 4 | 6 | 2 |
| Impaired Driving | 1 | 1 | - | - | - | - |
| 24 Hour Driving Suspension | - | - | - | - | - | - |
| Motor Vehicle Accidents | 1 | 2 | 3 | 3 | 4 | 2 |

3rd Quarter Statistics – Enderby Rural

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 96 | 87 | 116 | 98 | 81 | 79 |
| Robbery | - | - | 1 | - | - | - |
| Assault (Includes DV) | 1 | 4 | 2 | 3 | 4 | 1 |
| Domestic Violence | - | 1 | - | 1 | - | 1 |
| Sex Offence | - | - | - | - | - | - |
| B&E Residence | 2 | 1 | 1 | 1 | - | 1 |
| B&E Commercial | 1 | 1 | - | - | 1 | 3 |
| Theft of Vehicle | - | 1 | 1 | 1 | 2 | 1 |
| Theft From Vehicle | - | 2 | 2 | 2 | 1 | 1 |
| Theft Over \$5000 | - | - | - | - | - | - |
| Theft Under \$5000 | 2 | - | 2 | - | 1 | 1 |
| Drug Offence | - | 1 | 2 | - | 1 | - |
| Liquor Offences | 1 | 2 | 2 | 1 | - | - |
| Impaired Driving | - | 3 | 2 | - | 1 | - |
| 24 Hour Driving Suspension | 1 | - | 2 | - | 1 | - |
| Motor Vehicle Accidents | 6 | 4 | 8 | 3 | 5 | 4 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

3rd Quarter Statistics – Village of Falkland

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 16 | 16 | 17 | 7 | 19 | 12 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | - | 2 | - | - | - | - |
| Domestic Violence | - | - | - | - | - | - |
| Sex Offence | - | - | - | - | - | - |
| B&E Residence | - | - | 1 | - | - | - |
| B&E Commercial | - | - | 1 | 1 | 1 | 2 |
| Theft of Vehicle | - | - | - | - | - | - |
| Theft From Vehicle | - | 1 | 1 | - | - | - |
| Theft Over \$5000 | - | - | - | - | - | - |
| Theft Under \$5000 | - | - | - | - | 1 | - |
| Drug Offence | - | - | - | - | - | - |
| Liquor Offences | - | - | 1 | - | - | - |
| Impaired Driving | - | - | - | - | - | - |
| 24 Hour Driving Suspension | - | - | - | - | - | - |
| Motor Vehicle Accidents | 2 | 1 | 1 | - | - | 1 |

3rd Quarter Statistics – Falkland Rural

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 54 | 49 | 82 | 63 | 71 | 36 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | 2 | - | 3 | 2 | - | 3 |
| Domestic Violence | 1 | 1 | 2 | - | - | 1 |
| Sex Offence | - | - | - | - | - | - |
| B&E Residence | 1 | - | 2 | - | - | - |
| B&E Commercial | - | - | - | 1 | - | 1 |
| Theft of Vehicle | - | - | 1 | 2 | 1 | - |
| Theft From Vehicle | - | - | 1 | - | - | - |
| Theft Over \$5000 | - | - | - | - | - | - |
| Theft Under \$5000 | 1 | - | 2 | 2 | 1 | - |
| Drug Offence | - | 1 | 1 | - | - | - |
| Liquor Offences | - | - | - | - | - | - |
| Impaired Driving | - | - | - | - | 1 | - |
| 24 Hour Driving Suspension | - | 1 | - | - | - | - |
| Motor Vehicle Accidents | 2 | 3 | 6 | 7 | 5 | 2 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

3rd Quarter Statistics – Village of Lumby

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 60 | 46 | 50 | 36 | 31 | 37 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | 1 | 2 | 2 | 2 | - | - |
| Domestic Violence | 1 | 1 | 1 | - | - | - |
| Sex Offence | - | - | - | - | 1 | - |
| B&E Residence | - | - | - | - | - | - |
| B&E Commercial | 1 | - | 1 | 1 | - | 2 |
| Theft of Vehicle | 1 | 1 | 1 | - | - | 1 |
| Theft From Vehicle | 4 | 5 | - | - | - | 1 |
| Theft Over \$5000 | - | - | - | - | - | - |
| Theft Under \$5000 | 1 | - | - | 1 | 1 | 1 |
| Drug Offence | 1 | 3 | 1 | 1 | - | 1 |
| Liquor Offences | 1 | - | 2 | - | - | 1 |
| Impaired Driving | - | 1 | - | - | - | - |
| 24 Hour Driving Suspension | - | - | - | - | - | - |
| Motor Vehicle Accidents | 1 | 1 | 1 | - | 3 | 2 |

3rd Quarter Statistics – Lumby Rural

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 67 | 78 | 78 | 78 | 54 | 48 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | 1 | 2 | 2 | 1 | 1 | 4 |
| Domestic Violence | 1 | 1 | - | - | - | 1 |
| Sex Offence | - | 1 | - | - | - | 1 |
| B&E Residence | - | - | 1 | - | - | - |
| B&E Commercial | 2 | - | 1 | - | - | - |
| Theft of Vehicle | - | - | 1 | 1 | - | 1 |
| Theft From Vehicle | - | - | - | 1 | - | 1 |
| Theft Over \$5000 | - | - | - | 1 | - | - |
| Theft Under \$5000 | 2 | 1 | 1 | 2 | 1 | 1 |
| Drug Offence | - | 4 | - | - | - | - |
| Liquor Offences | - | - | - | 1 | 2 | 1 |
| Impaired Driving | - | 1 | 1 | 1 | - | 1 |
| 24 Hour Driving Suspension | - | 1 | - | - | - | - |
| Motor Vehicle Accidents | 7 | 10 | 5 | 7 | 3 | 2 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

3rd Quarter Statistics – OKIB

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 54 | 71 | 45 | 41 | 57 | 53 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | - | 5 | 5 | 3 | 1 | 2 |
| Domestic Violence | - | 3 | 1 | 1 | - | - |
| Sex Offence | - | 1 | - | 1 | - | 2 |
| B&E Residence | - | - | - | 1 | - | - |
| B&E Commercial | - | - | - | - | - | - |
| Theft of Vehicle | 1 | - | - | 1 | 1 | - |
| Theft From Vehicle | 2 | 2 | - | - | - | 1 |
| Theft Over \$5000 | - | 1 | 1 | - | 1 | - |
| Theft Under \$5000 | 1 | 3 | - | - | 3 | 2 |
| Drug Offence | 1 | 1 | - | - | 1 | - |
| Liquor Offences | 1 | - | 1 | - | - | - |
| Impaired Driving | - | 4 | - | 2 | - | 1 |
| 24 Hour Driving Suspension | 1 | - | - | - | - | - |
| Motor Vehicle Accidents | 4 | 3 | 4 | 4 | 4 | 5 |

3rd Quarter Statistics – Splatsin

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 31 | 34 | 32 | 29 | 26 | 20 |
| Robbery | - | - | - | - | - | - |
| Assault (Includes DV) | 1 | 2 | 2 | - | 1 | 1 |
| Domestic Violence | - | 1 | - | - | - | 1 |
| Sex Offence | - | - | - | - | - | - |
| B&E Residence | - | 1 | 1 | - | - | - |
| B&E Commercial | - | - | - | - | - | - |
| Theft of Vehicle | - | - | - | - | - | 1 |
| Theft From Vehicle | - | 1 | - | - | 1 | - |
| Theft Over \$5000 | 1 | - | - | - | - | - |
| Theft Under \$5000 | - | - | 1 | - | 1 | - |
| Drug Offence | - | - | - | 1 | - | - |
| Liquor Offences | - | 1 | - | - | - | 2 |
| Impaired Driving | - | 3 | - | - | 1 | 2 |
| 24 Hour Driving Suspension | - | - | - | - | - | - |
| Motor Vehicle Accidents | 3 | 2 | 7 | 3 | 1 | 1 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

3rd Quarter Statistics – Westside Road

| ACTIVITY TYPE | July 2017 | July 2018 | August 2017 | August 2018 | Sept 2017 | Sept 2018 |
|----------------------------|-----------|-----------|-------------|-------------|-----------|-----------|
| Total Files | 44 | 87 | 58 | 69 | 53 | 54 |
| Robbery | - | - | - | - | 1 | - |
| Assault (Includes DV) | 2 | 5 | 4 | 3 | - | 1 |
| Domestic Violence | - | 1 | - | - | - | - |
| Sex Offence | - | - | - | - | - | - |
| B&E Residence | - | - | - | 1 | 1 | - |
| B&E Commercial | - | - | - | - | - | - |
| Theft of Vehicle | - | - | - | 2 | 2 | 3 |
| Theft From Vehicle | - | - | - | 2 | 2 | 2 |
| Theft Over \$5000 | - | - | - | - | - | - |
| Theft Under \$5000 | 1 | 1 | 1 | 1 | - | 2 |
| Drug Offence | - | 3 | 1 | - | - | - |
| Liquor Offences | - | 1 | - | - | - | - |
| Impaired Driving | 2 | 1 | - | - | 1 | 1 |
| 24 Hour Driving Suspension | - | - | - | - | - | - |
| Motor Vehicle Accidents | 1 | 2 | 4 | 3 | 1 | 6 |

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”



Agenda

MEMO

To: Mayor and Council
From: Chief Administrative Officer
Date: October 22, 2018
Subject: 2018 – 2022 Acting Mayors

Recommendation:

THAT the 2018 – 2022 Acting Mayor List be accepted.

Background:

Council Procedure Bylaw No. 1506, 2012 requires that Council annually designate a member to serve as Acting Mayor in the event that the Mayor is absent or otherwise unable to act.

Part 3 (Designation of Member to Act in Place of Mayor) of the Bylaw states the following:

- (1) Annually, Council must from amongst its members designate Councillors to serve on a rotating basis as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant.
- (2) Each Councillor designated under section 8(1) must fulfill the responsibilities of the Mayor in his or her absence.
- (3) If both the Mayor and the member designated under section 8(1) are absent from the Council meeting, the Council members present must choose a Councillor to preside at the Council meeting.
- (4) The member designated under section 8(1) or chosen under section 8(3) has the same powers and duties as the Mayor in relation to the applicable matter.

Attached is a proposed list of acting Mayors to serve from 2018 – 2022.

Respectfully submitted,

Tate Bengtson
Chief Administrative Officer

2018 – 2022 ACTING MAYORS

2018

November, December

Councillor Davyduke

2019

January, February

Councillor Case

March, April

Councillor Baird

May, June

Councillor Knust

July, August

Councillor Shreiner

September, October

Councillor Shishido

November, December

Councillor Davyduke

2020

January, February

Councillor Shishido

March, April

Councillor Schreiner

May, June

Councillor Case

July, August

Councillor Davyduke

September, October

Councillor Knust

November, December

Councillor Baird

2021

January, February

Councillor Baird

March, April

Councillor Davyduke

May, June

Councillor Shishido

July, August

Councillor Knust

September, October

Councillor Case

November, December

Councillor Schreiner

2022

January, February

Councillor Davyduke

March, April

Councillor Knust

May, June

Councillor Shishido

July, August

Councillor Baird

September, October

Councillor Schreiner

November, December

Councillor Case

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, Chief Administrative Officer
Date: October 22, 2018
Subject: 2019 Council Meeting Schedule

RECOMMENDATION

That Council adopts the 2019 Council Meeting Schedule as presented.

BACKGROUND

Attached for consideration of Council are the suggested dates for Council meetings for the 2019 calendar year. Included for information are the UBCM and SILGA convention dates for reference.

After Council approval, the Schedule will be posted on the City's website and notice given in accordance with the following requirements of the *Community Charter*:

Notice of council meetings

127 (1) A council must

- a) make available to the public a schedule of the date, time and place of regular council meetings, and
- b) give notice of the availability of the schedule in accordance with section 94 [public notice] at least once a year.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

2019

January

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

February

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | | |

March

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

April

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

May

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

June

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

July

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

August

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

September

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

October

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

November

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

December

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

print-a-calendar.com



Proposed Regular Council Meeting



SILGA: Penticton Trade and Convention Centre (April 30-May 3)



UBCM: Vancouver (September 23-27)

January 21, 2019
 February 4, 2019
 February 19, 2019
 March 4, 2019
 March 18, 2019
 April 1, 2019

April 15, 2019
 May 6, 2019
 May 21, 2019
 June 3, 2019
 June 17, 2019
 July 15, 2019
 August 12, 2019

September 3, 2019
 September 16, 2019
 October 7, 2019
 October 21, 2019
 November 4, 2019
 November 18, 2019
 December 2, 2019
 December 16, 2019

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: October 22, 2018
Subject: Council Appointments

RECOMMENDATION

THAT Council makes appointments for the following:

- The City of Enderby Municipal Director pursuant to s. 198 of the Local Government Act;
- The City of Enderby Alternate Municipal Director pursuant to s. 200 of the Local Government Act;
- The Regional Growth Management Advisory Committee Representative and Alternate;
- The Regional Agricultural Advisory Committee Representative and Alternate;
- Two members to serve on the Enderby & District Services Commission pursuant to Section 12 of The Corporation of the City of Enderby Service Extension and Commission Delegation Bylaw, No. 1446, 2009.
- One member to serve on the Okanagan Regional Library Board;
- One member to serve as alternate on the Okanagan Regional Library Board;
- One member to serve on the Enderby & District Heritage Commission;
- Two members to serve on the Enderby-Splatsin Joint Committee;
- Two Councillors to serve alongside the Mayor on the Emergency Management Program Executive Committee;
- One member and one alternate to sit on the Fire Training Centre Policy Board; and
- One Voting Delegate and two Alternates to the Municipal Insurance Association of BC

AND THAT Council appoints the Area F Director and Alternate Director to the Enderby & District Services Commission pursuant to Section 12 of The Corporation of the City of Enderby Service Extension and Commission Delegation Bylaw, No. 1446, 2009.

BACKGROUND

The above appointments need to be made for the new term by Mayor and Council, further to various statutory and bylaw requirements. Note that there may be additional requests for liaison appointments that Mayor and Council will need to consider in the near future.

Respectfully submitted,



Tate Bengtson
Chief Administrative Office

EXCERPTS from the Local Government Act

Appointment and term of office for municipal directors

198 (1) After the first appointment under section 41 (2) (e) [*first board for regional district*], each municipal director is to be appointed at pleasure by the council from among its members.

(2) The term of office of a municipal director

(a) begins when the person takes office in accordance with section 202

(3) [*oath or affirmation of office*], and

(b) continues until the earliest of the following:

(i) another director taking office in the original director's place;

(ii) the director ceasing to be a member of the council before the next general local election;

(iii) November 30 in the year of a general local election.

Alternate directors: municipalities

200 (1) The council of a municipality may appoint a council member as an alternate director.

(2) The alternate director may take the place of, vote and generally act in all matters for an absent municipal director, including a matter delegated to that director by the board.

(3) If there is more than one municipal director, the authority under subsection (1) may be exercised either

(a) by specifying, for each municipal director, the council member who is the alternate director for that municipal director, or

(b) by appointing a number of alternate directors and establishing a system to determine which alternate director is to act in the place of any absent municipal director.

(4) As a restriction on subsection (3) (b), at any one time, an alternate director may act in place of only a single municipal director.

(5) If the council appoints an alternate director, the municipal corporate officer must notify the regional district corporate officer of the appointment in writing.

(6) An alternate director holds office as alternate director until another council member is appointed as a replacement and the regional district corporate officer has been notified of the new appointment.

(7) If the seat of a municipal director becomes vacant through resignation, disqualification or death, the alternate director appointed under subsection (1) becomes the municipal director in place of the director whose seat became vacant until a new director is appointed.

EXCERPTS FROM Service Extension and Commission Delegation Bylaw, No. 1446, 2009

Composition of Commission

11. The Commission is comprised of four members, including two members of Council, the Director for Electoral Area F of the RDNO, and the Alternate Director for Electoral Area "F".

Method of Appointment

12. All members are appointed to the Commission by Council.
13. Council may replace its own members on the Commission at any time with other members of Council. Council may not remove the Electoral Area "F" Director or Alternate Director from the Commission.



October 16, 2018

Tate Bengtson
City of Enderby
Box 400
619 Cliff Ave
Enderby, BC V0E 1V0

Dear Sir:

Re: 2019 Appointment to the Okanagan Regional Library Board

Annual appointments to the Okanagan Regional Library Board are made according to the *BC Library Act*. There are four regular meetings required of the Board in each year and such other meetings as the Board may decide. Regular meetings are generally held on the third Wednesday in February, May, September and November, except in years when municipal elections are held. In election years, there is a meeting in October and no meeting in November. Meetings typically start at 9:30 AM and may constitute a full day. They are held at Library headquarters located at 1430 K.L.O. Road, Kelowna. Pursuant to Board Policy and Regulations, Board members' expenses for travel, meals and hotel only are paid by the Library. Attached for information are the 2019 Meeting Schedule and related sections of the *BC Library Act*.

Please have your newly elected Mayor complete and return the following:

- Letter of Appointment form. Please name the Library Trustee and the Alternate you wish to appoint;
- Library Trustee and Alternate Trustee Contact Information Forms. Please have both the representative and the alternate complete one each.

The forms can be returned either by fax: 250-861-8696 or e-mail: lsamson@orl.bc.ca. If you have any questions, please do not hesitate to contact us.

Thank you for your continuing support of the Okanagan Regional Library.

Sincerely,

Leah Samson
Administrative Services Manager
Okanagan Regional Library

Attached:

Letter of Appointment Form
Trustee Contact Information Form

2019 Meeting Schedule
Excerpt from Library Act

Cc: Mayor

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: October 22, 2018
Subject: Council Orientation

RECOMMENDATION

THAT Council sets its preferred date for orientation.

BACKGROUND

With the start of a new term, City staff host an orientation session for Council members. Given that all incumbents were returned, this session will be designed to serve as a refresher. The orientation session will involve a review of operations, major projects, opportunities and constraints, and the policy and legislative landscape.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: October 26, 2018
Subject: Disclosure of Contracts - Council

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

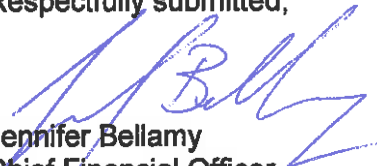
Section 107 of the Community Charter requires that any contract entered into by the City that would provide a member of Council with a direct or indirect financial interest be reported at a Council meeting that is open to the public.

During the said period, the City of Enderby entered into the following contracts:

July 1, 2018 to September 30, 2018

| Council Member | Supplier | Amount |
|------------------|------------------|-------------|
| Councillor Baird | Baird Bros. Ltd. | \$ 2,267.43 |
| Mayor McCune | GTI Petroleum | \$ 7,613.82 |

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: October 30, 2018
Subject: Holiday Office Closure

RECOMMENDATION

That Council approves a holiday office closure from 4:30 p.m. on Friday, December 21, 2018 until 8:30 a.m. on Tuesday, January 2, 2019.

BACKGROUND

As is the case with most other local governments in the region, offices typically close during the holidays except for essential services. Staff apply vacation hours or banked time to cover that period of time that is not a statutory holiday.

During the closure, the answering service will continue to route emergency calls and Public Works will work its regular hours except for statutory holidays when the employee on call will perform daily duties. Check-ins are made by office staff during the closure in the event of a cemetery service request or other matters requiring an immediate resolution.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer