

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: March 4, 2019
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of February 19, 2019](#)

Page 1

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

4. BYLAWS

[The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578 Amendment Bylaw No. 1671, 2019](#) – 1st, 2nd and 3rd readings

Page 5

5. REPORTS

[Mayor and Council](#)

6. NEW BUSINESS

[Shuttle Bus Endorsement – Twilight Express](#)
Correspondence dated February 21, 2019

Page 8

[Establishment of Community Heritage Register for Civic Buildings](#)
Memo prepared by Planner and Deputy Corporate Officer dated February 27, 2019

Page 9

[7th Annual Our Enderby Clean-Up Challenge](#)
Memo prepared by Planner and Deputy Corporate Officer dated February 27, 2019

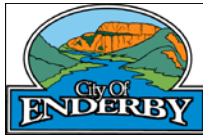
Page 13

7. PUBLIC QUESTION PERIOD

8. CLOSED MEETING RESOLUTION

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

9. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Tuesday, February 19, 2019 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 Baird, seconded by Councillor Schreiner
“That the February 19, 2019 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

[Regular Meeting Minutes of February 4, 2019](#)

Moved by Councillor Shishido, seconded by Councillor Baird
“That the February 4, 2019 Council Meeting minutes be adopted as amended.”

CARRIED

PUBLIC AND STATUTORY HEARINGS

None

PETITIONS AND DELEGATIONS

North Okanagan-Shuswap Employment and Business Fair – Update from Connie Viszlai, Community Futures North Okanagan

- Update on the North Okanagan-Shuswap Employment and Business Fair on March 11, 2019 from 1-7p.m. at the Splatkin Community Centre.

Councillor Davyduke entered the room (4:33 p.m.)

- 48 organizations have been registered. This includes Tolko, Kingfisher Boats, Twin Anchors, McDonalds, Askews, School District No. 23, Interior Health and many more.
- Looking for more Enderby businesses to participate.
- There will be 2 presentations targeted at Businesses:
 1. Cannabis in the Workplace
 2. Wage Subsidy Programs
- Five businesses are making presentations
- A schedule of events will be posted next week
- Asking Council to:
 1. Spread the word
 2. Attend the event

DEVELOPMENT MATTERS

None

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

None

BYLAWS

None

REPORTS

Mayor and Council Reports

Councillor Case

- Attended “lunch and learn” with Interior Health Drinking Water Officer which was very informative.
- Shuswap Trails Roundtable Meeting
 1. Success stories from Chase, North Shuswap and Armstrong
 2. Discussion on the possibility of using the Ministry of Transportation and Infrastructure Right of Way for trails
 3. Breakout sessions to talk about issues in our immediate areas
- Fantastic Annual General Meeting

Councillor Davyduke

- Attended “lunch and learn” with Interior Health Drinking Water Officer which was very informative.
- Kudos to Connie on her work with the Job Fair and business showcases

Councillor Shishido

- Concerned about water pressure in arena showers. Councillor Shishido to meet with Parks Lead Hand to explain his experience directly.

Councillor Baird

- Okanagan Regional Library Board meeting February 20, 2019
- Chamber Strategic Planning meeting

- Enderby & District Museum AGM this Friday at 7:00 p.m.

Councillor Knust

- Handrail at hand launch requested
- Takeaways from Elected Official Training is that there should be stronger communication among and between councillors and better protocols so that everybody has the same information.

Councillor Schreiner

- Regional Hospital District Health meeting
- Requesting 6.5 million through reserves and borrowing. This included major repairs in Revelstoke and some minor repairs to the retaining wall at Parkview Place, among other things.

Mayor McCune

- Emergency Management Executive Committee Meeting February 25, 2019 at 9:15 a.m.
- C2C2C meeting in Sicamous on February 25, 2019 at 11:00 a.m.
- Confirm dates for the Gorman Bros./Tolko meetings
- Public Safety meeting on March 6, 2019 from 6-8 p.m.
- RCMP Meeting March 5, 2019 at 11:00 a.m.
- Legion Habitat for Humanity meeting March 13, 2019 at 1:00 p.m.
- Improvements to Arena Showcases to be spearheaded by the Enderby & District Chamber of Commerce

[RDNO Building Permit Report – January 2019](#)

Moved by Councillor Baird, seconded by Councillor Shishido

“That the RDNO Building Report for January 2019 be received and filed.”

CARRIED

NEW BUSINESS

[Enderby & District Curling Society – Correspondence](#)

Moved by Councillor Schreiner, seconded by Councillor Baird

“That Staff send a letter to the Enderby & District Curling Society explaining the role of the City in approving taxis, as well as ride-sharing and other alternatives that the Curling Society may wish to explore.”

CARRIED

[Mayor and Council Expense Policy](#)

Moved by Councillor Baird, seconded by Councillor Shishido

“That Council adopts the Mayor and Council Expenses Policy.”

CARRIED

PUBLIC QUESTION PERIOD

None

CLOSED MEETING RESOLUTION

Moved by Councillor Case, seconded by Councillor Davyduke (5:15 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 (2) (b), of the Community Charter.”

CARRIED

ADJOURNMENT

The regular meeting reconvened at 5:48 p.m.

Moved by Councillor Case, seconded by Councillor Knust

“That the regular meeting of February 19, 2019 adjourn at 5:48 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: February 26, 2019
Subject: Parks, Recreation and Culture Fees Bylaw – Ball Diamond Rates

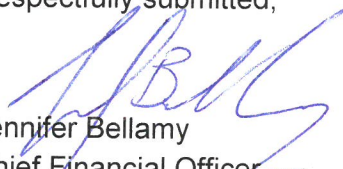
Recommendation

THAT Council give first, second, and third readings of the bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1671, 2019".

Background

At the February 26, 2019 meeting, the Enderby & District Services Commission approved implementing hourly ball diamond rates for league play to improve usage and promote equity amongst the user groups. The attached amendment bylaw incorporates these changes for the 2019 season at the rates approved by the Commission.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATON OF THE CITY OF ENDERBY BYLAW No. 1671

A bylaw to amend Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015

WHEREAS The Council of the Corporation of the City of Enderby has adopted "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015";

AND WHEREAS Council wishes to amend the fees;

NOW THEREFORE the Council of the Corporation of the City of Enderby, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1671, 2019".
2. Schedule "D" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015" is deleted and Schedule "D" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this ____ day of ____, 2019.

READ a SECOND time this ____ day of ____, 2019.

READ a THIRD time this ____ day of ____, 2019.

ADOPTED this ____ day of ____, 2019.

Mayor

Chief Administrative Officer

SCHEDULE "D" – PARK FEES

Park Rates	
Grindrod Park overnight camping (per night; ancillary to baseball tournament)	17.75
Riverside Park – Youth (per day; includes ball diamond area)	250.00
Riverside Park – Adult / Commercial (per day; includes ball diamond area)	500.00
Gazebo	
Daily Rental	120.00
Damage Deposit (per rental)	500.00
Kitchen Clean-up (per rental)	52.00
Ball Diamonds	
Adult League Play (per hour/per field)*	17.00
Youth League Play (per hour/per field)*	8.50
Adult League Tournament (per diamond/per day)	93.00
Youth League Tournament (per diamond/per day)	46.50
Non-League (per diamond per day)	93.00
Funtastic	408.00

*To be booked at half hour intervals



Agenda

4320 Hales Rd.

Armstrong, BC V0E 1B5

250 546 1153

February 21, 2019

City of Enderby
619 Cliff Ave
Enderby BC V0E 1V1

Dear Tate;

RE: Shuttle Bus with Wheel Chair Lift and Taxi Service Support Letter request

In reference to the above and further to our conversation this morning, please accept this as my formal request for a support letter from the City of Enderby. Due to tight deadlines we are hoping to have the letters in by March 5, 2019 so that we can put your logo on our poster at the Job Fair on March 11 at Splatin. We will be submitting the letters to BC Transportation by the end of March with our permit applications to show that there is a need and support in the area.

My husband and I purchased a 14-passenger shuttle bus that has a wheel chair lift to pick people up right from their homes or other locations. This shuttle bus has passed inspection and is currently getting a face lift with a new logo and decals. We have drivers ready to roll and we have one taxi that is in the shop for inspection.

Our current plan is to run the shuttle during the day focusing on those with mobility issues, service groups, and general passengers. In the evenings and weekends we will be running the shuttle as an events bus such as wine tours, theatre performances, music in the park, etc. Our taxi services will be available for smaller groups or individuals whom don't have mobility issues.

We will be picking up passengers between Armstrong and Grindrod. We are prepared to take the passengers as far as Salmon Arm or Vernon with return.

This shuttle will also have advertising space inside along the top for local businesses to rent. This will help off-set costs in order to keep the shuttle services reasonably priced.

Just a side note, we have joined the Enterprize Challenge and are in the process of preparing for our first pitch in April. If we are successful in making the top 7 we will be throwing our final pitch closer to the end of April. For your information, I will forward the dates and times of the pitches as soon as they are confirmed.

We would love to hear feedback from you or Council members regarding this and any suggestions or ideas they may have and of course the letter of support. Please feel free to contact me at 250 546 1150 if you require further information.

Thank you for your time,

Bonnie Lothian-Godwin

Bonnie Lothian-Godwin

Owner of Twilight Express

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: February 27, 2019
Subject: Establishment of Community Heritage Register for Civic Buildings

RECOMMENDATION

THAT in accordance with Section 598(1) of the *Local Government Act*, Council resolves to establish a Community Heritage Register for civic buildings with the following properties to be included:

1. Enderby Drill Hall at 208 George Street, Enderby BC; and
2. Enderby City Hall at 619 Cliff Avenue, Enderby BC;

AND THAT Council endorses the attached Statements of Significance for the two aforementioned properties to be included in the Community Heritage Register;

AND THAT in accordance with Section 598(3) of the *Local Government Act*, Council directs Staff to give notice of the establishment of the Community Heritage Register, with the aforementioned properties included, to the Minister of Forests, Lands, Natural Resource Operations and Rural Development.

BACKGROUND

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

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

At its Regular Meeting of September 4, 2018, Council supported the development of a CHR for civic buildings with heritage value, with the Drill Hall and City Hall to be the first buildings added to the Register. Since then, Bob Cowan, President of the Enderby & District Heritage Commission, has spent considerable time researching both the Drill Hall and City Hall in order to compile historical data which communicates the heritage value of these civic buildings. Mr. Cowan has used this information to

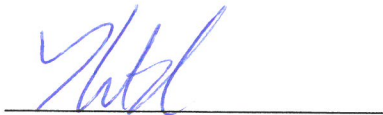
develop Statements of Significance for both locations, which are attached to this memorandum. Statements of Significance are three-part statements which include the description, the heritage value, and the character-defining elements of a historic place; they are the foundation of a CHR, and are intended to indicate the reasons why properties included in the Register are considered to have heritage value or heritage character, which is a requirement under Section 598(2) of the *Local Government Act*.

Staff are recommending that Council resolves to establish a CHR with the Drill Hall and City Hall properties to be included through the attached Statements of Significance. It is also recommended that Council directs Staff to give notice of the establishment of the CHR, with the aforementioned properties included, to the Minister of Forests, Lands, Natural Resource Operations and Rural Development in accordance with Section 598(3) of the *Local Government Act*. Once the Statements of Significance have been submitted and accepted by the Minister, the properties will be included on the BC Register of Historic Places.

Once the CHR is established, Staff will develop a 'Community Heritage Register' page on the City of Enderby website in order to celebrate the heritage value of the Drill Hall and City Hall buildings, and any other historic places that may be added to the CHR in the future. The online CHR will include photos of City Hall and the Drill Hall which will showcase the character-defining elements of the buildings; these photos will be taken in the spring when the downtown foliage and greenery are on full display.

It should be noted that although the CHR will only focus on civic properties, should residential or commercial property owners request that their properties be added, the requests would be referred to the Enderby & District Heritage Commission for input and evaluation.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

Enderby City Hall
619 Cliff Avenue
Enderby, BC
Built in 1909

Description

Enderby City Hall is a two-storey brick building built in the heart of Enderby's downtown core on the northeast corner of George Street (Highway 97A) and Cliff Avenue. The historic place includes the entire building and the surrounding property.

Heritage Value

Enderby City Hall is significant as a symbol of Enderby's civic affairs, and for its architecture.

Enderby City Hall was built in 1909, four years after Enderby's incorporation as a municipality. The building included a Council Chambers that was also used as a courtroom and had various other public purposes. Next to the Council Chambers was a committee room that was also used as a library. The building also contained a City Clerk's office, a City police office, cells for the detention of prisoners, and also served as a headquarters for the fire department. The main facade facing Cliff Avenue remains as it was in 1909, but the rest of the building was added on in 1985, with a library and museum on the bottom floor. The building has served as a municipal office continuously to the present day, and is valued today as a symbol for the City's civic affairs. The building also has aesthetic value for its imposing scale, its unembellished facade, and construction materials which include locally-produced Enderby bricks.

Character Defining Elements

Key elements that define the heritage character of Enderby City Hall include:

- Imposing brick building form and massing
- Construction materials including locally-produced Enderby bricks
- Edwardian architectural style that is more functional than ornate, with an unembellished façade that is articulated by brick pilasters on either side of the building's entrance
- Colonial roof pitches from the 19th century
- Eyebrows over the facade windows
- Continuing use as an administrative and cultural centre for Enderby

Enderby Drill Hall
208 George Street
Enderby, BC
Built in 1914

Description

The Enderby Drill Hall is a two-storey brick building located at the south end of Enderby on the southwest corner of George Street (Highway 97A) and 2nd Avenue. The historic place includes the entirety of the building and the surrounding property.

Heritage Value

The Enderby Drill Hall is valued as a landmark in Enderby for its architecture, its rarity as a surviving building built in preparation for the First World War, and for its continuing community use.

The Enderby Drill Hall was built with locally-produced Enderby bricks in 1914 by the Dominion Government, on lands donated by Fred Barnes, in preparation for the First World War. The building was military in nature but was also used for community events. The Dominion Government specified the design and size of the building. There were many similar buildings constructed in western Canada, but this is one of the last intact still in its original location. The building was used during both World War I and World War II. After World War II, the Federal government sold the building to the City of Enderby, and it has since operated as a community hall for dances, art shows, theatre, and recreational classes.

Character Defining Elements

Key elements that define the heritage character of Enderby Drill Hall include:

- 19th Century design with imposing facade on the gable ends
- Construction materials including locally-produced Enderby bricks
- High ceilings
- Gun range in the basement and officers' mess upstairs
- Large size and massing as one of the largest buildings in Enderby
- Continuing use as a community space

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: February 27, 2019
Subject: 7th Annual Our Enderby Clean-Up Challenge

RECOMMENDATION

THAT Council endorses either April 6, 13 or 27 as the date for the 7th Annual Our Enderby Clean-Up Challenge;
AND THAT Council supports integrating a FireSmart awareness component into the 7th Annual Our Enderby Clean-Up Challenge.

BACKGROUND

Since 2013, the City of Enderby has been hosting the annual Our Enderby Clean-Up Challenge which is a community event aimed at reducing local pollution, beautifying the community, and fostering a sense of community and civic pride. The clean-up event is followed by an appreciation barbecue hosted by the Enderby & District Lions Club, where food and refreshments are provided to clean-up participants to celebrate their community contribution; once Council has endorsed a preferred date, the Lions Club will be contacted to confirm their availability for the event.

The event has historically been held on the third Saturday in April, but this year that day falls on the Easter long weekend. Given this, Staff are recommending that Council endorses either April 6, 13 or 27 as the date for the 7th Annual Our Enderby Clean-Up Challenge. In addition, it is recommended that a FireSmart awareness component be integrated into the Clean-Up Challenge. There is a natural linkage between the Our Enderby Clean-Up Challenge and FireSmart principles, as both encourage the maintenance and cleaning of private property, albeit for different purposes (i.e. beautification vs. wildfire protection). The City's Fire Chief has confirmed that a Fire Department member would be available to set up a table at the event in order to distribute FireSmart materials and educate residents on steps they can take to protect their property from the potential spread of wildfire; during the course of 2019, the City will be implementing a full-fledged FireSmart program in accordance with a recent grant.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer