

**REGULAR MEETING OF COUNCIL  
AGENDA**

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**DATE:** Monday, July 15, 2019  
**TIME:** 4:30 p.m.  
**LOCATION:** Council Chambers, Enderby City Hall

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**1. APPROVAL OF AGENDA**

**2. ADOPTION OF MINUTES**

Regular Meeting Minutes of June 17, 2019

P1

**3. PETITIONS AND DELEGATIONS**

**4. BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS**

**5. BYLAWS**

Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1683, 2019  
- *adoption*

P7

**6. REPORTS**

Mayor and Council

Verbal

Area F Director

Verbal

RDNO Building Permit Report June 2019

P8

**7. NEW BUSINESS**

Reservoir Road Award of Construction Contract

Memo prepared by Chief Administrative Officer dated June 21, 2019

P9

Request for Inclusion of 117 Cliffview Drive on Community Heritage Register

Memo prepared by Planner and Deputy Corporate Officer dated July 8, 2019

P12

Serving of Hard Liquor at Enderby Lions Gazebo - Enderbeer & Wine Festival

Memo prepared by Planner and Deputy Corporate Officer dated July 8, 2019

P14

Mobile Vendor Request - Up 'N Smoked Fine Foods

Memo prepared by Planner and Deputy Corporate Officer dated July 9, 2019

P17

Petition for On-street Public Parking on North Side of Granville Avenue P25  
Memo prepared by Planner and Deputy Corporate Officer dated July 10, 2019

RDNO: Young Agrarians Land Matching Program P32  
Correspondence dated June 12, 2019

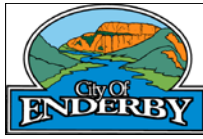
School District No. 83: Consultation on Planning for School Facilities P34  
Correspondence dated June 24, 2019

**8. PUBLIC QUESTION PERIOD**

**9. CLOSED MEETING RESOLUTION**

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

**10. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, June 17, 2019 at 4:30 p.m. in the Council Chambers of City Hall

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

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

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### **APPROVAL OF AGENDA**

The following items were added to the agenda under Closed Meeting Resolution:

- Add that the meeting is also to be closed under Section 90(1) (d) and (f) and 90 (2) (b) of the Community Charter for the addition of in camera late items.
- Add Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1683, 2019 under Bylaws for three readings.

Moved by Councillor Schreiner, seconded by Councillor Case  
*“THAT the June 17, 2019 Council Meeting agenda be approved as amended.”*

CARRIED

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of June 3, 2019

Moved by Councillor Baird, seconded by Councillor Schreiner  
*“THAT the June 3, 2019 Council Meeting minutes be adopted as circulated.”*

CARRIED

Public Hearing Report of June 3, 2019

Moved by Councillor Baird, seconded by Councillor Schreiner  
*“THAT the June 3, 2019 Public Hearing Report be adopted as circulated.”*

CARRIED

## **PETITIONS AND DELEGATIONS**

### AIM Roads and Ministry of Transportation and Infrastructure

Teagan Burton, AIM Roads and Danny Morris, Ministry of Transportation and Infrastructure gave a briefing on the new maintenance contract and answered questions from Mayor and Council.

- Plans to re-pave Highway 97 through Enderby are not yet known.
- Council has concerns regarding the condition of the Highway between Russell Ave and Hubert Ave. This stretch of highway needs to be addressed immediately.
- Mabel Lake Road maintenance plan
  - o Patching, sweeping, mowing, dust control and filling of potholes
  - o 2019 had a late street sweeping start. Usually sweeping begins in February but this year we were not able to start until later.
- Due to issues in the past, snow plow operators have been directed to maintain a “minimum speed” through town while plowing snow to avoid flinging snow and ice onto buildings.
- Winter plowing approach has changed from last year to use more chemical de-icing and less salt and sand.

### Community Futures North Okanagan

Connie Vizslai gave a PowerPoint presentation on the following:

- Business retention and expansion
- Job Fair March 11, 2019
  - o Very pleased with the 50+ business that signed up and the 600+ people that walked through the doors. This event was a great success and planning is underway for 2020.
- Women’s Entrepreneurship
  - o Four years of funding has been received to support women entrepreneurs
- Business accelerator program starts in August
- Rural and Northern Immigration pilot
- Export Navigator
- WorkBC contract award for the next 5 years
- Youth employment program under new model
- Enterprize Challenge Winners awarded
- Business Walk

## **BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS**

None

## **BYLAWS**

Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1682, 2019 – adoption

Moved by Councillor Knust, seconded by Councillor Baird

*“THAT Council adopt the Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1682, 2019.”*

CARRIED

Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1683, 2019 – 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> readings

Moved by Councillor Knust, seconded by Councillor Baird

*“THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading to the Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1683, 2019.”*

CARRIED

## **REPORTS**

### Mayor and Council Reports

#### Councillor Baird

- Friday Night Lights meetings are underway
- Enderby and District Museum is carbon dating tusks and teeth
- Great discussions had at the Shuswap Round Table
- Waiting on further information for Aboriginal Days
- Attended the Fink Machine presentation.

#### Councillor Knust

Previously discussed in Committee of the Whole

#### Councillor Schreiner

Previously discussed in Committee of the Whole

#### Councillor Case

Previously discussed in Committee of the Whole

#### Councillor Davyduke

Previously discussed in Committee of the Whole

#### Area F Director

- FireSmart Preparation and Community Awareness in various Area F communities.
- Discussion on FCM Tradeshow and Conference. Potential to recover fire response costs through insurance companies. Would require a policy and bylaw in place to extract funding. Information to be passed over to the Chief Administrative Officer.
- Discussed RDNO's proposed ban on plastics.

#### RDNO Building Permit Report May 2019

Moved by Councillor Baird, seconded by Councillor Knust

*“THAT Council receives and files the RDNO Building Permit Report for May 2019.”*

CARRIED

## **NEW BUSINESS**

### 2018 Annual Report

Mayor McCune invited members of the public to make representations to Council on the 2018 Annual Report. No members of the public made a representation.

Moved by Councillor Schreiner, seconded by Councillor Davyduke  
 “*THAT Council approves the 2018 Annual Report.*”

CARRIED

Intent to Form Economic Development Corporation

Moved by Councillor Baird, seconded by Councillor Case

“*THAT Council provides an opportunity for the public to make representations on a proposed municipal corporation for the purpose of economic development.*”

CARRIED

PUBLIC COMMENTS:

*Denis Delisle* - Requested an overview of the Economic Development Corporation. The Chief Administrative Officer provided a background of the process and intent of the corporation. The formation of a Development Corporation within a Local Government structure protects the City from possibly liability and creates opportunities to develop non-tax base revenue streams without risk to taxpayers.

*John Fournier* - Asked if there was a need for this Corporation at this time and whether there would be any financial risk.

Mayor McCune responded stating that many of the surrounding communities have development corporations and participate in different business ventures. The City of Enderby wants to be open to opportunities should they arise.

The Chief Administrative Officer noted that if a business venture did need to be funded, the City could loan funds under some strict legislative requirements that included a partnering agreement. As the City would be the sole shareholder, it could receive profits from the Economic Development Corporation. All board members are appointed by Council.

*John Fournier* - Stated that there was not enough time to review all the information and requested that Council put off making a decision.

The Chief Administrative Officer reviewed the prior public information that has been posted. Discussion on similar communities that have an Economic Development corporation. Councillor Baird noted that they had been elected to make decisions for the betterment of the community and have fully reviewed and discussed the proposed Development Corporation at length.

WRITTEN SUBMISSIONS:

*Elaine Sharp, 311 Regent Ave*

Opposed to development corporations for the following reasons:

- Feels that corporations can evade responsibility for their actions
- Council is responsible to the citizens of Enderby
- Issue needs to be discussed among the citizens

UBCM 2019 Provincial Meeting Requests and Attendance

Moved by Councillor Baird, seconded by Councillor Case

“*THAT Council identifies the Provincial ministries, agencies, commissions, or corporations for which it wishes to request a meeting at the Union of British Columbia Municipalities (UBCM) conference in 2019;*”

*AND THAT Council indicates any meeting topics for which it wishes staff to prepare an information brief prior to UBCM;*

*AND FURTHER THAT Council confirms which members are planning to attend the UBCM conference in 2019.”*

CARRIED

Staff to request meetings with the following:

- Ministry of Transportation and Infrastructure
- Attorney General
- Ministry of Education
- Ministry of Public Safety and Solicitor General
- Forests, lands, Natural Resource Operations and Rural Development
- Ministry of Tourism, Arts and Culture
- Ministry of Mental health and Addictions
- Ministry of Municipal Affairs and Housing

Royal Canadian Legion Branch #98 Road Closure Application

Moved by Councillor Baird, seconded by Councillor Knust

*“THAT Council receives the Royal Canadian Legion Branch #98’s Road Closure application for information.”*

CARRIED

Enderby and District Chamber of Commerce

Moved by Councillor Case, seconded by Councillor Davyduke

*“THAT Council receives and files the correspondence from the Enderby and District Chamber of Commerce. Council to reply stating they would like to participate in the Canada Day Parade”*

CARRIED

Enderby and District Lions Club

Moved by Councillor Baird, seconded by Councillor Case

*“THAT Council grants permission to the Enderby and District Lions Club to hold a Beer Garden at the Lions Gazebo from June 28, 2019 to July 1, 2019 for the following times:*

<i>June 28, 2019</i>	<i>1 PM to 1 AM</i>
<i>June 29, 2019</i>	<i>11 AM to 1 AM</i>
<i>June 30, 2019</i>	<i>11 AM to 1 AM</i>
<i>July 1, 2019</i>	<i>11 AM to 7 PM</i>

CARRIED

Private Members Bill C-447

Moved by Councillor Baird, seconded by Councillor Knust

*“That the City of Enderby supports your Private member’s Bill C-447 that will help modernize the Criminal Code by creating an aggravating factor for offences committed while an evacuation order is in effect or a natural disaster or other emergency is occurring;*

*AND THAT the City of Enderby supports very strong penalties for those that break the law during these situations and take advantage of communities while at their most vulnerable.”*

CARRIED

**PUBLIC QUESTION PERIOD**

*Denis Delisle, Area F*

The Regional District of North Okanagan has now gone paperless. Is the City of Enderby considering this at this time? Not at this time.

*Councillor Baird left the room (5:42 p.m.)*

*Councillor Baird entered the room (5:43 p.m.)*

**CLOSED MEETING RESOLUTION**

Moved by Councillor Davyduke, seconded by Councillor Schreiner (5:47 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) (d) and (f) and 90 (2) (b) of the Community Charter.”*

CARRIED

**ADJOURNMENT**

Moved by Councillor Case, seconded by Councillor Baird

*“That the regular meeting of June 17, 2019 adjourn at 6:39 p.m.”*

CARRIED

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**MAYOR**

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**CORPORATE OFFICER**



THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1683

A BYLAW TO AMEND THE CITY OF ENDERBY GOOD NEIGHBOUR BYLAW NO. 1517, 2013

WHEREAS Council of the City of Enderby has adopted “The City of Enderby Good Neighbour Bylaw No. 1517, 2013”;

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 Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1683, 2019”.
2. PART VII - ENFORCEMENT AND PENALTY of City of Enderby Good Neighbour Bylaw No. 1517, 2013 is hereby amended by deleting Section 7.2 (Enforcement).

READ a FIRST time this 17<sup>th</sup> day of June, 2019.

READ a SECOND time this 17<sup>th</sup> day of June, 2019.

READ a THIRD time this 17<sup>th</sup> day of June, 2019.

ADOPTED this    day of    , 2019.

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MAYOR

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CORPORATE OFFICER

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

**Area: CITY OF ENDERBY**

**Category: BUILDING PERMITS**

**Year: 2019 Month: 06**

Folder Type	2019/06		2018 / 06		2019 to 06		2018 to 06	
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created
ACCESSORY BUILDING	0	0	0	0	0	0	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0
END - ACCESSORY BUILDING	0	0	0	0	0	0	1	0
END - COMMERCIAL BUILDING	0	0	0	1	50,000	95,000	1	0
END - DEMOLITION	0	0	0	2	0	15,000	0	0
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
END - MODULAR HOME	0	0	0	1	150,000	0	1	1
END - MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0
END - SIGN	0	0	0	0	0	65,000	0	0
END - SINGLE FAMILY DWELLING	0	0	0	1	3,318	480,000	7	2
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0
<b>Report Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>203,318</b>	<b>655,000</b>	<b>10</b>	<b>3</b>
						<b>1,754,318</b>		

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: June 21, 2019  
Subject: Reservoir Road Award of Construction Contract

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**RECOMMENDATION**

THAT Council awards the tender for the 2019 capital road project of Reservoir Road, in the amount of \$1,098,167 plus GST, to Mountain Side Earthworks.

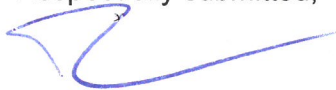
**BACKGROUND**

Tenders for the Reservoir Road capital renewal project were opened on Wednesday, June 19, 2019. The lowest bidder was Mountain Side Earthworks at \$1,098,167 plus GST. The bid price was below budget estimates.

Attached to this memorandum is the Recommendation of Award letter from Monaghan Engineering & Consulting, which is administering the contract. Note that this is only the price for the construction portion of the project, and does not include costs associated contingency and engineering services.

Mountain Side Earthworks has indicated that it intends to start construction in late July.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

June 20, 2019

File 1584.26

Tate Bengtson  
City of Enderby  
619 Cliff Avenue  
PO Box 400  
Enderby BC V0E 1V0

Dear Mr. Bengtson

**Reference: Recommendation of Award  
Reservoir Road Reconstruction – 1584.26-COE**

Tenders for the above captioned project were received and opened June 19, 2019 at 11 AM at the office of Monaghan Engineering & Consulting Ltd. Enclosed, please find a summary of the bids for your records. All bids were checked for conformance and mathematical errors. No mathematical errors were found. The totals, excluding GST, for each tender are as follows:

Mountain Side Earthworks Ltd.	\$ 1,098,167.51
Mounce Construction Ltd.	\$ 1,098,718.04
OK Excavating	\$ 1,458,381.56
General Assembly Excavating Ltd.	\$ 1,490,387.71 (recommend rejection)

Mountain Side Earthworks is the low bidder with a tender price of \$1,098,167.51 plus GST, for a total contract price of \$1,153,075.89.

Our office has worked with Mountain Side Earthworks successfully in the past, on the recently completed Salmon Drive Reconstruction project in Enderby. Both the company and their superintendent named for the work, have good reputations on local projects that are similar in size and scope and it is our opinion they are capable of successfully completing this work. Based on the above we therefore recommend that the City of Enderby accept the tender price submitted by Mountain Side Earthworks and award the project to them, subject to budget availability.

The schedule included in the tender submitted by General Assembly Excavating Ltd. did not meet the tender requirements of IT 5.3.2, as their schedule stated a Substantial Performance date of Nov 1, 2019, which is beyond the date of October 18, 2019, as stipulated in the tender documents and thus, we recommend this tender be rejected.

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3710B 28<sup>th</sup> Street  
Vernon BC V1T 9X2  
250-503-1023

Please confirm if we can:

- Reject the tender submitted by General Assembly Excavating Ltd.;
- Provide a Notice of Award to Mountain Side Earthworks Ltd; and
- Return the Bid Bond and Surety Consent for the third lowest tenderer, OK Excavating.

Once we have issued the Notice of Award to Mountain Side and have the required contract documents in place we will return the Bid Bond and Surety Consent to Mounce Construction.

Should you have any questions or require further clarification, please do not hesitate to contact the undersigned at your convenience.

Sincerely,

**Monaghan Engineering & Consulting Ltd.**

A handwritten signature in black ink, appearing to be 'Curtis Hodges', written in a cursive style.

Curtis Hodges, P.Eng  
Project Manager

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3710B 28<sup>th</sup> Street  
Vernon BC V1T 9X2  
250-503-1023

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: July 8, 2019  
Subject: Request for Inclusion of 117 Cliffview Drive on Community Heritage Register

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**RECOMMENDATION**

THAT Council advances the request from Andrew and Teri Kivari to include their property at 117 Cliffview Drive on the Community Heritage Register to the Enderby & District Heritage Commission for input and evaluation, with the Commission to make a recommendation to Council regarding the property's inclusion on the Register.

**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.

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. Bob Cowan, President of the Enderby & District Heritage Commission, researched both the Drill Hall and City Hall buildings in order to compile historical data and develop Statements of Significance for both locations. In February of 2019, Council resolved to formally establish the CHR and these locations were added as the first entries in the CHR.

It should be noted that although the CHR only focuses on civic properties, it was established that 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.

The City has now received its first request from a residential property to be included on the CHR. The property is located at 117 Cliffview Drive and is owned by Andrew and Teri Kivari. The written request contains information related to the history of the property, and it appears that it does have considerable heritage value. Staff are recommending that the request be forward to the Enderby & District Heritage Commission for input and evaluation, with the Commission to make a recommendation to Council regarding the property's inclusion on the CHR.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer

**From:** romanticclass@shaw.ca  
**Sent:** July 7, 2019 3:13 PM  
**To:** info@cityofenderby.com  
**Subject:** request on inclusion for heritage realty

Street Address : 117 Cliffview Drive

Date Built: 1909

Contractor/Builder: J.S. Johnstone

Architectural Style: "Hipped bungalow" (Square and 1 1/2 stories with a large hipped roof) Features a dormer window on the same side as an open verandah which extends along the front of the house. Cement Block (only house left in Enderby with cement blocks)

Historical Notes: 1908 -This house was first part of the Lawes property. Lawes owned a lot of property in this area, and he had an award winning apple orchard. For a time he was known as the father of Enderby. It was he who gave the name Enderby to the settlement first known as Belvedere. He was the first manager of Okanagan Flouring Mills holding that position for a number of years. In 1909 Lawes sold part of his property to A. Sutcliffe who was a government agent and bookkeeper at the Columbia Flouring Mill. Sutcliffe contracted J.S. Johnstone to build a home here. Sutcliffe lived in the home until 1913 when the flour mill's head office moved to Vancouver, and he along with it. In 1913 Guy Williams bought the property. He was a surveyor in the Enderby area. He and his family lived in the home until 1921, when they moved to Saskatoon, Saskatchewan. In 1948, Mr. and Mrs. Revel moved into the home. After Mr. Revel passed away, Mrs. Revel lived on there until 1989. Mrs. Revel's daughter Rhoda and her husband George Morrison inherited the property upon Mrs. Revel's death. They then sold it to Andrew and Teri Kivari in 2012.

*Agenda*

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: July 8, 2019  
Subject: Serving of Hard Liquor at Enderby Lions Gazebo - Enderbeer & Wine Festival

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**RECOMMENDATION**

THAT Council approves the Enderby & District Chamber of Commerce's request to serve hard liquor until 10:00 pm as part of the Enderbeer & Wine Festival taking place at the Enderby Lions Gazebo on Saturday July 27, 2019.

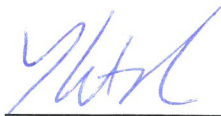
**BACKGROUND**

The BC Liquor Distribution Branch (BCLDB) administers the issuance of Special Event Permits (SEP) to event hosts who wish to provide temporary or infrequent liquor service at events such as family gatherings, private functions, community festivals and manufacturer tastings. A SEP permits the host to serve or sell liquor at an event in accordance with BC's liquor laws and regulations. With regards to the serving of liquor at publicly owned facilities, such as the Enderby Lions Gazebo, a local government may impose conditions or restrictions on the use of those facilities (including rentals) which are over and above the provincial liquor laws and regulations.

The BCLDB looks for local government support for SEP applications, particularly when certain exemptions are requested. Council has delegated to Staff, by way of the attached policy, the authority to consider event liquor licenses up to 12:00 am provided no hard liquor is served; if an event is ending after 12:00 am, or if hard liquor is served at any time, the request must be considered by Council.

Attached is a request from the Enderby & District Chamber of Commerce to serve hard liquor until 10:00 pm as part of the Enderbeer & Wine Festival at the Enderby Lions Gazebo on Saturday July 27, 2019. As this is not a first-time event, and there have been no issues associated with this event from previous years, it is recommended that Council approve the request.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer



## Kurt Inglis

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**From:** Ali Maki [ali@enderbychamber.com]  
**Sent:** July-08-19 12:33 PM  
**To:** Kurt Inglis  
**Subject:** Enderbeer & Wine Festival

Dear Mayor and Council,

The Enderby & District Chamber of Commerce would like permission to serve distilled liquor at our event on July 27th.

We have a few incredible local distilleries in our region that have added substantially to this event in the past and we would like to encourage them to take part again this year.

Thank you for your consideration,

***Ali Maki, Executive Director***

Enderby & District Chamber of Commerce  
a. 700 Railway Street, Enderby BC V0E 1V0

p. 250-838-6727

f. 250-838-0123

e. [ali@enderbychamber.com](mailto:ali@enderbychamber.com)

w. [enderbychamber.com](http://enderbychamber.com)

w. [exploringenderby.com](http://exploringenderby.com)



Policy Title	Special Occasion License Exemptions
Policy Number	

Effective Date	Adopted by	Replaces
December 17, 2012	Council	N/A

**PURPOSE:** To provide guidance to staff for Special Occasion License exemptions.

**POLICY:** Council authorizes the Chief Administrative Officer, Chief Financial Officer, or designate to grant Special Occasion License exemptions subject to the following conditions:

1. Delegation to staff shall only apply to Special Occasion License exemption requests for events ending by 12am;
2. For events ending after 12am, the exemption must be approved by Council;
3. All Special Occasion License exemption requests pertaining to the sale of hard liquor at a public special event must be approved by Council; and
4. An applicant may appeal an exemption request that was denied by staff or designate by making a written request to the Corporate Officer that Council reconsider it at its next regular meeting.

Agenda

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: July 9, 2019  
Subject: Mobile Vendor Request - Up 'N Smoked Fine Foods

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**RECOMMENDATION**

THAT Council grants permission for Up 'N Smoked Fine Foods to operate as a mobile vendor in the grassy area east of the Water Treatment Plant for the 2019 season, in accordance with the site plan attached to this memorandum as Schedule 'A', subject to the following conditions:

- The applicant must obtain a Business License and pay the annual rental fee of \$100;
- The applicant must pay the incremental costs of using the City's electricity; and
- The applicant is responsible for providing their own form of traffic management to prevent vehicles from blocking the access lane along the southern side of the Water Treatment Plant building.

**BACKGROUND**

Attached is a request received from Up 'N Smoked Fine Foods to operate as a mobile vendor for the 2019 season. The applicant is intending to sell smoked foods and refreshments. The applicant is proposing to operate in the grassy area behind the Water Treatment Plant (as shown on the attached Schedule 'A') as well as at Tuey Park; the applicant has already received permission from the Enderby & District Services Commission to operate at Tuey Park for the summer season.

Staff feel that the proposed grassy area east of the Water Treatment Plant is a suitable location for the following reasons:

- This grassy area is large enough to accommodate the food truck while still leaving sufficient room for river users to enjoy the space;
- There is a gravelled access lane to the south of the Water Treatment Plant that the applicant can use to safely and easily access the location;
- This location would not result in any traffic conflicts or the reduction in public parking spaces; and
- The Happy Buddha Belly operated out of this location for the 2018 season, and the City was not made aware of any complaints or concerns regarding the location.

A potential approval of the request would be subject to the applicant demonstrating compliance with Section 5 (h) of the City of Enderby Business License and Regulation Bylaw No. 1558, 2014 which requires the following of mobile vendors:

*Mobile Vendor: No mobile vendor shall operate within the City without first having obtained a license.*

*All mobile vending units which sell food which is prepared for immediate consumption by the public, including those which may be covered by a flea market, farmers market, or special event license, must have a valid permit as issued by the Provincial Government authority having jurisdiction.*

*No mobile vendor shall operate on or from any municipally owned property, boulevards or highways unless and until the applicant has provided evidence of:*

- i. Motor Vehicle Liability Insurance with a minimum coverage of \$2,000,000;*
- ii. Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City as named insured.*

*Every person who operates a mobile vending unit shall be responsible to provide suitable garbage collection containers, and to keep the area around the vending location free of any waste material originating from the vendor's business.*

*Mobile vending units must be attended by qualified staff at all times when on a site, and must be removed from the location when not staffed.*

*No mobile vendor shall operate within the City, except for the following conditions:*

- i. when the Zoning Bylaw allows a mobile vendor as a permitted use;*
- ii. by first obtaining written consent of Council for property, public spaces, boulevards, and highways owned or otherwise controlled by the City;*
- iii. by first obtaining written consent of the Enderby and District Services Commission for property, public spaces, boulevards, and highways owned or otherwise controlled by the Commission;*
- iv. by first obtaining written consent from School District #83 for school grounds.*

Staff are recommending that approval of the request be subject to the applicant obtaining a Business License, paying the annual rental fee of \$100, paying the incremental costs of using the City's electricity, and providing their own form of traffic management to prevent vehicles from blocking the access lane along the southern side of the Water Treatment Plant building. The operator would also be required to comply with all relevant provisions of the City of Enderby Mobile Vendor Policy (attached).

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer

**SCHEDULE 'A'**



## Kurt Inglis

---

**From:** Laine Burrell [lainershine@gmail.com]  
**Sent:** June-25-19 12:39 PM  
**To:** kinglis@cityofenderby.com; Jesse Phillips  
**Subject:** Fwd: Proposal for Food Truck  
**Attachments:** Letter to Town of Enderby June 25, 2019.pdf

Hello Kurt,

It was a pleasure to speak with you today, you are very helpful. Pursuant to my letter with locations for our food truck, another location that I would like to try to set up is the spot the happy Buddha truck was in last year, adjacent to the water treatment center. I hope this will work for you.

Thanks again!

Laine

----- Forwarded message -----

**From:** Laine Burrell <lainershine@gmail.com>  
**Date:** Tue, Jun 25, 2019, 12:50 AM  
**Subject:** Proposal for Food Truck  
**To:** <info@cityofenderby.com>

Hello there,

My name is Laine Burrell, we are hoping to get approval for a location for a food truck. Just about to get a health inspection then I will be applying for my Business licence. Please let me know if there is anything I can do in the meantime. I did come in a couple months ago and I believe I recall the name Kurt for who I should speak with.

It is almost summer vacation and I'm hoping to get up and running soon.

Thank you so much for your time.

Sincerely,

Laine

Up N' Smoked Fine Foods.  
Laine Burrell/Jesse Phillips  
2055 Mabel Lake RD  
Enderby BC  
250-838-9933

June 25, 2019

To City Council of Enderby,

We have recently moved back into the area, I, Laine Burrell had lived in Kingfisher for many years and excited to be back to be close to family. My partner, Jesse Phillips is a fantastic Chef and we have been busy trying to get our food truck ready to go for the summer. Up N' Smoked Fine Foods will bring a different flavour to our wonderful little city and hope to attract people from the surrounding areas. Trying to locally source as much of our food that we can and of course will have compostable take away containers.

Hoping to get approval of a location to get up and running soon. Some places we are hoping to set up:

1. Belvedere Park (700 Railway St) would be an ideal location, having the tourist center there and space to park.
2. Tuey Park AKA the Waterwheel (2608 Waterwheel St) would love to cater to the locals throughout the summer.

Also, once we get going we would love to be available for farmers markets, festivals and events.

This is my first time starting a small business and there is no where else we would want to be then in the heart of Enderby. Thank you so much for your time and hope to hear from you soon.

Sincerely,

Laine Burrell  
Up 'N Smoked Fine Foods  
Home: 250-838-9933  
Cell: 587-439-7747

Policy Title	Mobile Vendor
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Effective Date February 20, 2017	Adopted by Council	Replaces N/A
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**PURPOSE:** To regulate Mobile Vendors within the City of Enderby in order to provide business certainty, neighbourhood harmony, and administrative efficiency.

**POLICY:** Mobile Vendors operating within the City of Enderby shall be subject to the following conditions:

1. Mobile Vendors shall operate in accordance with the City of Enderby Zoning Bylaw No. 1550, 2016, as amended from time to time.
2. All Mobile Vendors are required to obtain a business license in accordance with the City of Enderby Business License and Regulation Bylaw No. 1558, 2014, as amended from time to time.
3. The sale of food items from a Mobile Vendor is permitted; however, the sale of all other goods (i.e. crafts, clothing, and other merchandise) is not permitted without prior written permission.
4. Mobile Vendors must submit a written request seeking permission to operate in a specific public space.
5. The authority having jurisdiction may decline to permit a Mobile Vendor's request to operate in a specific public space for any reason that it feels appropriate, but must provide the Mobile Vendor with reasons upon request.
6. The intake for Mobile Vendor requests to operate in a specific public space is from January 1 to March 31 of each year.
7. All Mobile Vendors who are approved to operate in a public space must pay an annual rental fee as specified in the City of Enderby Fees and Charges Bylaw No. 1479, 2010, as amended from time to time.
8. All Mobile Vendors shall supply their own power source, water source, and method of sanitary disposal; generators are permitted providing that they do not cause a disturbance.
9. Overhead canopies or doors from Mobile Vendors shall not obstruct or hinder pedestrian traffic.



10. Placement of any furniture (i.e. tables, chairs, benches, counters, etc.) associated with Mobile Vendor operations is not permitted without prior written permission.
11. A Mobile Vendor vehicle(s) shall be stored off-site when not in operation; storage of the vehicle on public property is not permitted without prior written permission.
12. All elements associated with the Mobile Vendor and its operations (including line-ups, signs and trash receptacles) shall not cause any obstructions or hazard; a minimum of 1.5 metres (5 feet) of sidewalk as a passageway for pedestrians is required.
13. Mobile Vendors shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste. Lights, sounds, or actions which may be a distraction for motorists and/or pedestrians are not permitted.
14. Mobile Vendors may sell their products any time between 7:00 am – 10:00 pm, or at other times with prior written permission.
15. Mobile Vendors shall indemnify and save harmless the City, its officers, employees and elected and appointed officials, from and against all actions, proceedings, claims and demands by any person and to reimburse the City for all damages and expenses caused or contributed to by the negligence or other default of the Mobile Vendor, its servants or agents in respect of anything done pursuant or ostensibly pursuant to the Mobile Vendor's operations.
16. As per the City of Enderby Business License and Regulation Bylaw No. 1558, 2014, Mobile Vendors shall provide evidence of:
  - i. Motor Vehicle Liability Insurance with a minimum coverage of \$2,000,000;
  - ii. Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as named insured.
17. The following are the minimum fire safety requirements related to the design, installation, operation, inspection, and maintenance of all mobile vendor commercial cooking operations:
  - i. As per BC Building Code 2012 0 Part 6.2.2.7, fire protection systems for commercial cooking equipment using vegetable oil or animal fat shall conform to ANSI/UL 300 or ULC/ORD-C1254.6;
  - ii. As per BC Fire Code 2012 0 Part 2.6.1.9, the use, inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be in conformance with NFPA 96 (2008 edition - Ventilation Control and Fire Protection of Commercial Cooking Operations);

- iii. Cooking equipment used in processes producing smoke or grease-laden vapour shall be equipped with an exhaust hood that complies with NFPA 96 (2008 edition - Ventilation Control and Fire Protection of Commercial Cooking Operations);
  - iv. Cooking that produces grease-laden vapour and that might be a source of ignition of grease in the hood, grease removal device or duct shall be protected by fire extinguishing equipment that conforms to NFPA 10 (2007 edition - Portable Fire Extinguishers) and NFPA 17A (2009 edition - Wet Chemical Extinguishing Systems);
  - v. Fire extinguishing equipment shall include both automatic fire extinguishing systems as primary protection and portable fire extinguishers as secondary backup; and
  - vi. The cooking equipment shall conform to the components, installation and maintenance as per NFPA 10 (2007 edition - Portable Fire Extinguishers), NFPA 17A (2009 edition - Wet Chemical Extinguishing Systems), and NFPA 96 (2008 edition - Ventilation Control and Fire Protection of Commercial Cooking Operations).
18. The authority having jurisdiction may set other terms and conditions as it deems appropriate.
19. Failure to meet one or more of the requirements outlined in this policy, or any other laws, regulations or Bylaws, may result in suspension or cancellation of the Mobile Vendor's Business License or withdrawing its permission to occupy the public space, which may be done without notice; should this occur, the Mobile Vendor will be reimbursed the annual rental fee on a pro-rated basis, subject to any fines or outstanding fees and charges.

Agenda

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: July 11, 2019  
Subject: Petition for On-street Public Parking on North Side of Granville Avenue

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**RECOMMENDATION**

THAT Council receives and files the letter and petition from Bertha Owen-Stevens dated June 7, 2019;

AND THAT Council directs Staff to sign the north side of Granville Avenue, between 703 - 715 Granville Avenue, to allow for on-street public parking between the hours of 8:00 am and 4:00 pm, Monday to Friday.

**ALTERNATE RECOMMENDATION A**

THAT Council receives and files the letter and petition from Bertha Owen-Stevens dated June 7, 2019;

AND THAT Council elects to maintain the status-quo with on-street parking on the north side of Granville Avenue to be retained for the use of the owner or occupier of the property.

**ALTERNATE RECOMMENDATION B**

THAT Council receives and files the letter and petition from Bertha Owen-Stevens dated June 7, 2019;

AND THAT Council provides further direction to Staff.

**BACKGROUND**

The City of Enderby Streets and Traffic Bylaw No. 1471, 2010 states that boulevard parking is for the owner or occupier of the adjacent property, *unless otherwise signed*.

In 2018, the City was made aware of parking concerns on the north side of Granville Avenue, west of George Street; an overview of the situation is as follows:

- The owner of 709 Granville Avenue made a complaint to the City regarding patrons of adjacent institutional uses (Granville Getaway, Seniors in Motion, Memorial Terrace, Red Cross, etc.) parking in the boulevard area fronting his property;
- Staff confirmed that as per the Streets and Traffic Bylaw, the boulevard area fronting his property was for his use as the property owner, as it was not signed otherwise by the City;
- The owner of 709 Granville Avenue placed non-regulatory 'No Parking' signs on the fence of his property, facing Granville Avenue;

- The City received inquiries from the operators of the institutional uses in the area regarding the signs; Staff noted that although the City did not permit or condone the non-regulatory signs, the property owner was correct in that the unsigned boulevard area fronting his property was not for public parking as per the Streets and Traffic Bylaw;
- The operators stated that the majority of their clients were elderly and may have mobility barriers, and given that there is a lack of on-site parking, the north side of Granville Avenue is a critical parking area as it is relatively flat and is close to their facilities;
- Staff advised the operators that they could make a request to Council to explore signing the north side of Granville Avenue for public parking.

Bertha Owen-Stevens submitted a petition on behalf of caregivers who use this area to drop off family members at Granville Getaway, with the petition having a total of 40 signatures.

Before exploring potential solutions, Staff engaged with owners of 703, 709, 713, and 715 Granville Avenue to obtain feedback regarding the parking situation on the north side of Granville Avenue adjacent to their properties; this feedback is summarized as follows:

#### 703 Granville Avenue (Property Manager)

- Previously had issues with the employees of one the institutional uses parking in their boulevard area throughout the duration of their work day;
- In response, he had conversations with the management of this institutional use and the problem has since been resolved;
- Have had issues with vehicles parked in the boulevard area in a manner that partially restricts their driveway access; and
- In general, does not have an issue with the clients of the institutional uses parking in their boulevard area as long as it is for a short duration.

#### 709 Granville Avenue

- He has limited tandem parking in his driveway (one vehicle parked in front of the other);
- If he wants to ride his motorcycle, he needs to relocate his vehicle(s) to the street so he can drive it out of the driveway, and it is convenient to park the vehicle(s) in his designated boulevard area;
- If he has guests, it is convenient for them to park in the designated boulevard area;
- If his designated boulevard area is occupied when he needs to relocate one of his vehicles to the street, or when he has guests coming over, it forces him/his guests to park in someone else's boulevard area unless they park across the highway in the public parking area adjacent to Barnes Park; and
- He pays property taxes and feels that he has a right to use his designated boulevard area without interruption.

### 713 Granville Avenue

- Have had issues with vehicles parked in their boulevard area in a manner that completely blocks their driveway access;  
\*\*NOTE: Staff note that this is due in part to the fact that their driveway access is not well defined, and there may be some easy and low-cost solutions that will help remedy the situation.
- If they have guests, it is convenient for them to park in the designated boulevard area; and
- Excessive parking on either side of Granville Avenue makes it difficult for them to navigate backing out of their driveway.

### 715 Granville Avenue

- Hasn't had any problems with vehicles parking in the boulevard area in a manner that negatively impacts her or her tenant(s);
- Her understanding was that the boulevard area was open to the public for parking, and was not solely for the use of her or her tenant(s); and
- She has tandem parking in her driveway that can accommodate 2-3 vehicles.

In order to help address the parking concerns in this neighbourhood, Staff are recommending that Council directs Staff to sign the north side of Granville Avenue, between 703 Granville Avenue and 715 Granville Avenue, to allow for on-street public parking between the hours of 8:00 am and 4:00 pm, Monday to Friday. The rationale for this approach is as follows:

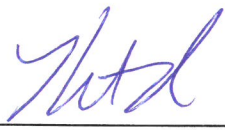
1. The institutional uses in the area, including Granville Getaway, are providing important social services to the community and this measure would support the needs of their clients, many of whom have mobility challenges;
2. The north side of Granville Avenue is an institutional interface area; in institutional areas, public on-street parking is common;
3. Limiting the hours where the boulevard area is open to public parking will ensure that property owners on the north side of Granville Avenue can use the area uninterrupted outside of regular business hours, which is when most residential uses intensify;
4. As a large portion of the north side of Granville would be opened up for public parking, the adjacent property owners and their guests could park anywhere along this stretch during the public parking hours without being in contravention of the Streets and Traffic Bylaw, which will create more parking opportunities for everybody during the day; and
5. By design, many residential streets do not provide on-street parking when off-street parking is provided in driveways.

Alternatively, Council could choose to maintain the status-quo with on-street parking on the north side of Granville Avenue to be retained for the use of the owner or occupier of the property, or provide further direction to Staff. If the status-quo is chosen, it is likely that conflicts will persist as it will be difficult to enforce this section of the Streets and Traffic Bylaw in the absence of continual monitoring.

Regardless of which route Council chooses to go, when Granville Avenue is ultimately reconstructed Staff will review options regarding how parking along Granville Avenue can be improved. Having said that, given the extremely narrow width of the Granville Avenue right-of-way (13.7 meters vs. the traditional 18 meters for a local road), Staff anticipate that the available options and opportunities will be limited.

It should be noted that this type of parking scenario is also likely occurring in other commercial or institutional areas such as Knight Avenue, Mill Avenue, Hubert Avenue, and the eastern portion of Granville Avenue.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer

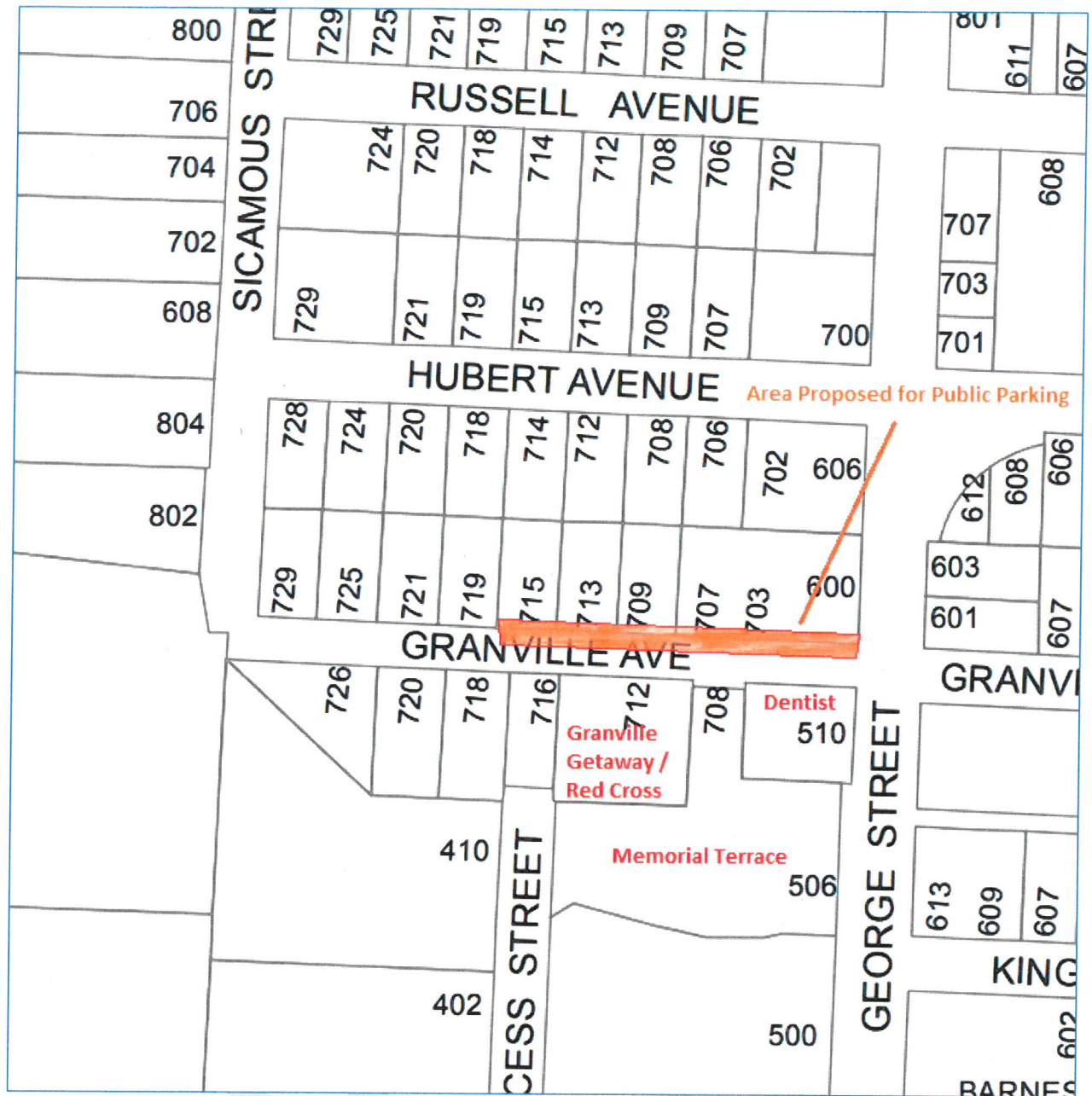
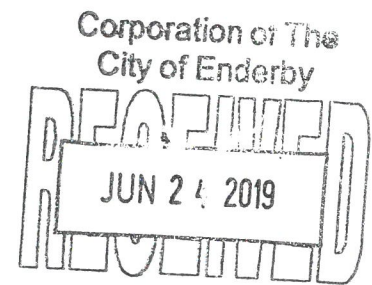


Figure 1 - Area Proposed for Public Parking



**To the City of Enderby**

June 7/2019



I am presenting this petition on behalf of all caregivers that use Granville Gateway to drop off family members. The issue of parking has become a major concern and safety issue.

There is no parking for those using this facility and we would like the City to look into resolving this issue before someone is seriously hurt.

I also believe that the home opposite that has put up NO Parking signs should also be looked into

Bylaw should be corrected the road is public and we should be allowed to use for a few minutes to drop off family and escort them into the building for their safety as the road and sidewalk are very uneven, and that is another issue that needs to be addressed A.S.A.P.

I would appreciate a response to this letter and Petition, please and thank you.

Sincerely

Bertha Stevens



Petition for Designated Parking for Gateway

Please Sign below

Rose M. Blais

Brianne Wood

Rene Knight

Stephanie

Diana Miley

Fry/Bute

Bertha Stevens

Hazel Dupont

Theo Verwijst

Wayles Hooper

Lori Marifald

Fred Hooper

John P

J. Bevil

A. Scha

Annette Card

J. Koskunen

Margaret Spangler

J. Koronchak

Wynn Kern

W. Beck

Jules Fillion

Doreen Beck

Viva J. Man

Dorine Peters

Patricia Sieder

GARR + Boyd

Eric

LYRA BOYD

Ashley Tattler

Ruth Trask

Amelia Brunner

Josephine Vigue

Al. Molloy

Wilma Adams

Heidi Sczensny

Lisa Richards

Gerald Hanson

Coralee Richards

Patricia Hanson



# REGIONAL DISTRICT NORTH OKANAGAN

*Agenda*

MEMBER MUNICIPALITIES:

CITY OF ARMSTRONG	VILLAGE OF LUMBY
CITY OF ENDERBY	CITY OF VERNON
DISTRICT OF COLDSTREAM	TOWNSHIP OF SPALLUMCHEEN

ELECTORAL AREAS:

"B" – SWAN LAKE	"E" – CHERRYVILLE
"C" – BX DISTRICT	"F" – ENDERBY (RURAL)
"D" – LUMBY (RURAL)	

OFFICE OF: Electoral Areas

June 12, 2019

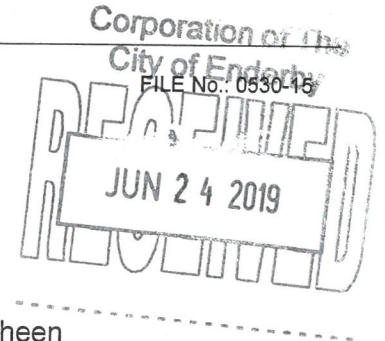
Mayor and Council  
 City of Armstrong  
 3570 Bridge Street, Box 40  
 Armstrong, BC V0E 1B0

Mayor and Council  
 Township of Spallumcheen  
 4144 Spallumcheen Way  
 Spallumcheen, BC V0E 1B6

Mayor and Council  
 District of Coldstream  
 9901 Kalamalka Road  
 Coldstream, BC V1B 1L6

Mayor and Council  
 City of Vernon  
 3400 – 30<sup>th</sup> Street  
 Vernon, BC V1T 5E6

Mayor and Council  
 City of Enderby  
 619 Cliff Avenue  
 Enderby, BC V0E 1V0



Dear Mayors and Councils:

RE: Young Agrarians Land Matching Program

In response to the Young Agrarians' request for funding for the Land Matching Program, we wish to advise that the Electoral Areas are making a contribution of \$2,949 as follows:

- Electoral Area "B" - \$847
- Electoral Area "C" - \$879
- Electoral Area "D" - \$379
- Electoral Area "E" - \$128
- Electoral Area "F" - \$716

We have been advised that the Village of Lumby has contributed \$255. A number of municipalities indicated their support for the program on the condition that all municipalities contributed. We encourage each municipality to provide funding for the Land Matching Program irrespective of all jurisdictions making a contribution.

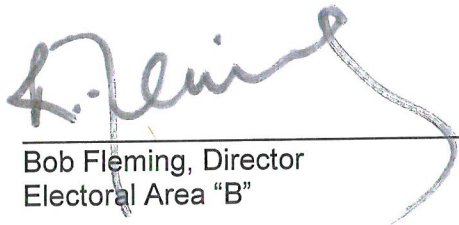
The allocation table was provided as a guideline for reference purposes only. We encourage each municipality to support the Young Agrarians Land Matching Program at any funding level.

Due to technology and globalization, young people have many career options. It is important to support our next generation of young farmers and provide them with opportunities to ensure our agricultural industry does not collapse.

We all enjoy fresh, locally-grown food. Young farmers are creating innovative plans and designs to be resilient to climate change to ensure we have quality agricultural products in the future.


We strongly encourage you to support the Young Agrarians Land Matching Program.

Sincerely,



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Bob Fleming, Director  
Electoral Area "B"




---

Hank Cameron, Director  
Electoral Area "E"



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Amanda Shatzko, Director  
Electoral Area "C"



---

Denis Delisle, Director  
Electoral Area "F"



---

Rick Fairbairn, Director  
Electoral Area "D"

cc: Mayor and Council, Village of Lumby

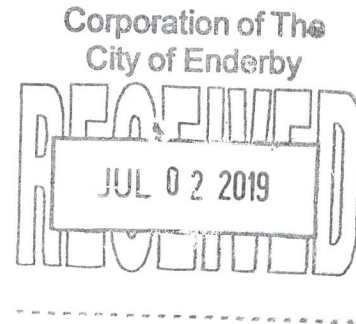


The Board of Education of *Agenda*  
School District No. 83 (North Okanagan-Shuswap)

341 Shuswap Street SW, Box 129, Salmon Arm, BC, V1E 4N2  
Phone: (250) 832 2157 Fax: (250) 832 9428

June 24, 2019

Kurt Inglis, Planner and DCO  
City of Enderby  
619 Cliff Avenue  
P.O. Box 400  
Enderby, BC V0E 1V0



Re: Consultation on Planning for School Facilities

Dear Mr. Inglis,

Thank you for your letter dated June 4, 2019 regarding annual consultation on planning for school facilities in Enderby.

Trustee Bruns, Assistant Superintendent Cooper, and I met with City of Enderby Mayor, Council, and Chief Administrative Officer Bengtson on January 8<sup>th</sup>, 2019, to discuss growth projections and school capacity in Enderby. At this meeting, we shared enrolment projections developed in consultation with Baragar Systems for the Enderby area, which are enclosed for your reference.

School District No. 83 is also in the process of completing a Long-Range Facilities Plan (LRFP), which will involve consultation with local governments. The objective of the LRFP is to lay out various management strategies related to its inventory of capital assets, primarily to support changes in student enrolment and educational programming goals, however; another consideration of the LRFP is the alternative of community use of space in schools.

Please look forward to hearing from us in the future as we work on completing this initiative.

Sincerely,

Peter Jory  
Superintendent of Schools/CEO

PJ/vd

cc: M. VanBuskirk, Board Chairperson  
A. Cameron, Secretary-Treasurer

	Official Capacity	Actual (Head Count)			Dif From Proj	Projected Enrolment														
		2016	2017	2018		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Schools</b>																				
Grindrod Elementary																				
Kindergarten	N/A	11	12	19	6	13	15	15	17	14	14	14	14	14	14	14	14	14	14	14
Grades 1-7:	N/A	58	91	105	3	102	108	111	113	114	114	107	107	107	104	102	100	99	99	99
Total	170	69	103	124	9	115	123	126	130	128	128	121	121	121	118	116	114	113	113	113
M.V. Beattie Elementary																				
Kindergarten	N/A	40	36	41	-2	43	43	37	33	35	35	35	35	35	35	35	35	35	35	35
Grades 1-6:	N/A	266	257	238	-15	253	255	255	247	235	234	233	224	215	214	216	216	216	216	216
Total	315	306	293	279	-17	296	298	292	280	270	269	268	259	250	249	251	251	251	251	251
A.L. Fortune Secondary																				
Grades 7-12:	N/A	245	295	278	-14	292	298	316	334	354	359	365	365	362	351	339	329	329	329	323
Total	500	245	295	278	-14	292	298	316	334	354	359	365	365	362	351	339	329	329	329	323
<b>Total Enderby and Area</b>																				
Kindergarten:	N/A	51	48	60	4	56	58	52	50	49	49	49	49	49	49	49	49	49	49	49
Grades Excluding K:	N/A	569	643	621	-26	647	661	682	694	703	707	705	696	684	669	657	645	644	638	632
Total:	985	620	691	681	-22	703	719	734	744	752	756	754	745	733	718	706	694	693	687	681