

**REGULAR MEETING OF COUNCIL  
AGENDA**

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**DATE:** Tuesday, September 3, 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 August 12, 2019 **P1**

**3. PETITIONS AND DELEGATIONS**

Proclamation of National Health and Fitness Day **P6**  
Memo prepared by Chief Administrative Officer dated August 15, 2019

Okanagan Regional Library **P10**  
Jeremy Sundin: Chief Financial Officer

**4. DEVELOPMENT MATTERS**

0020-19-DVP-END **P11**

Legal: Lot 1, District Lot 150, Osoyoos Division Yale District  
Plan: 27530  
Address: 602 Knight Avenue, Enderby BC  
Applicant: St. George Anglican Church

0004-19-ZTA-END **P21**

Legal: LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN  
KAMLOOPS DIVISION YALE DISTRICT PLAN 27938 Plan: KAP59880  
(Except Plan KAP65977)  
Address: 145 Gunter Ellison Road, Enderby BC  
Applicant: Eric and Cherie Morris

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

UBCM 2019 Resolution on Transportation Network Services **P35**  
Memo prepared by Chief Administrative Officer dated August 16, 2019

**6. BYLAWS**

**7. REPORTS**

Childcare Planning Grant Progress

Verbal report by Kara Wilhelms

**Verbal**

Salmon Arm Security Services

Verbal report on Public Space Security Initiative

**Verbal**

Mayor and Council

**Verbal**

Area F Director

**Verbal**

**8. NEW BUSINESS**

2020-2023 Permissive Tax Exemptions

Memo prepared by Chief Financial Officer dated August 19, 2019

**P38**

Digital Billboard Sponsorship Application – Church of Jesus Christ of Latter-day Saints

Memo prepared by Planner and Deputy Corporate Officer dated August 26, 2019

**P40**

Naming of Laneways to the North and South of Cliff Avenue

Memo prepared by Planner and Deputy Corporate Officer dated August 23, 2019

**P42**

Green Communities Committee Correspondence

Correspondence dated August 15, 2019

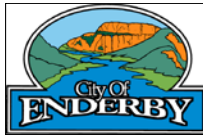
**P49**

**9. PUBLIC QUESTION PERIOD**

**10. CLOSED MEETING RESOLUTION**

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

**11. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, August 12, 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  
Councillor Shawn Shishido

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

Other: The Press and Public

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### **APPROVAL OF AGENDA**

Moved by Councillor Baird, seconded by Councillor Knust  
*“THAT the August 12, 2019 Council Meeting agenda be approved as circulated.”*

CARRIED

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of July 15, 2019

Moved by Councillor Shishido, seconded by Councillor Knust  
*“THAT the July 15, 2019 Council Meeting minutes be adopted as circulated.”*

CARRIED

### **PETITIONS AND DELEGATIONS**

Mary Anne Domarchuk, Public Health Nurse

Council presented a Lifetime Civic Merit Award to Mary Anne Domarchuk for her 17 years of service as a Public Health Nurse and 30 years as a Registered Nurse in the community.

Moved by Councillor Knust, seconded by Councillor Davyduke  
*“THAT staff send a letter to Interior Health Authority inquiring into the hiring progress for a replacement Public Health Nurse.”*

CARRIED

**DEVELOPMENT MATTERS**

**0020-19-DVP-END**

Legal: Lot 1, District Lot 150, Osoyoos Division Yale District  
Plan: 27530  
Address: 602 Knight Avenue, Enderby BC  
Applicant: St. George Anglican Church

*Postponed to first meeting in September due to an application error that affected the adjacent landowner notification.*

**0021-19-DVP-END**

Legal: Lot 1, Section 27, Township 18, Range 9 West of the 6th Meridian  
Kamloops Division Yale District  
Plan: KAP59880 (Except Plan KAP65977)  
Address: 123 Red Rock Crescent, Enderby BC  
Applicant: Eric & Leola Borhaven

Moved by Councillor Baird, seconded by Councillor Schreiner  
*“THAT Council authorize the issuance of a Development Variance Permit for the property legally described as LOT 1 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP59880 EXCEPT PLAN KAP65977 and located at 123 Red Rock Crescent, Enderby B.C. to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:*

- *Section 308.4.b to increase the maximum size of a domestic garage or shop from 80.3 m<sup>2</sup> (864 square feet) and having a horizontal dimension of not more than 11 m (36.1 feet), to 110.55 m<sup>2</sup> (1,190 square feet), as shown on the attached Schedule "A"; and*
- *Section 308.4.c to increase the maximum height of a domestic garage or shop from 5 m (16.4 feet) to 6.1 m (20 feet).”*

CARRIED

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

*Councillor Knust declared a conflict of interest due to employment and left the room at 4:43pm.*

The CAO reminded Council on the fact that demands placed on public infrastructure by a development should properly be funded by owner or developer, and not the general tax payer. This is an interface area that needs capital improvements in the near future, so there may be opportunities to improve the situation, although some interim measures are needed due to the ongoing conflict.

Granville Avenue Parking Discussion

Moved by Councillor Case, seconded by Councillor Baird

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

*AND THAT the parking signs include wording cautioning vehicles not to block driveways;*

*AND FURTHER THAT Council directs staff to engage in a conversation with the Interior Health Authority about cost sharing on improvements to the drop-off area.*

CARRIED

*Councillor Knust re-entered the room at 4:55pm.*

**BYLAWS**

None

**REPORTS**Mayor and Council ReportsCouncillor Schreiner

- Previously discussed in Committee of the Whole reports
- Construction update
- In response to an inquiry, staff advised that both cannabis retail applications are going through sustainability tests by the Province

Councillor Knust

- In response to an inquiry, staff advised that 701 George Street has a business license to permit it to sell used goods but cannot allow the property to become or remain unsightly. An outdoor or unenclosed use may occur in the C.2 zone.
- The property owner is working with the building inspector to ensure the principal use is commercial and that there is adequate separation between the commercial principal use and the residential secondary use.
- The lane behind City Hall does not have a name. Business owners have requested a review to help market business and for emergency services. Staff to follow up on this issue. Staff asked if the Russell Avenue lane should be considered as well, given that they are similar in nature. Council advised staff to consider both.

Councillor Baird

- Friday Night Lights meeting. This event is scheduled for August 23, 2019.
- Weed growth on the Salmon Arm Drive pathway near the Fortis right-of-way. Staff to follow up.

Councillor Shishido

- Mill Avenue protective cap on power pole has been knocked off again. Staff to follow up with the appropriate utility company.

Councillor Davyduke

- Attending a Safety Meeting hosted by MP Arnold in Vernon. Discussion on safety matters to bring forward.

Mayor McCune

- ParticipACTION presentation ceremony from 4:30 p.m. – 5:30 p.m.

Chief Administrative Officer

- The City of Enderby and Area F (Rural Enderby) pool survey is available for four (4) weeks. This survey closes on Monday, September 16, 2019.

2nd Quarter 2019 Policing Report

Moved by Councillor Baird, seconded by Councillor Shishido

*“That Council receives and files the 2<sup>nd</sup> Quarter 2019 Policing Report.”*

CARRIED

RDNO Building Permit Report

Moved by Councillor Shishido, seconded by Councillor Knust

*“That Council receives and files the RDNO Building Permit Report.”*

CARRIED

**NEW BUSINESS**

Drinking Water Annual Report 2018

Moved by Councillor Baird, seconded by Councillor Case

*“That Council receives and files the Drinking Water Annual Report 2018.”*

CARRIED

Lions Club Vision Centre – Enderby Lions Club

Moved by Councillor Baird, seconded by Councillor Schreiner

*“That Council receives and files the Lions Club Vision Centre – Enderby Lions Club correspondence.”*

CARRIED

June 2019 Financial Report

Moved by Councillor Case, seconded by Councillor Baird

*“That Council receives and files the June 2019 Financial Report.”*

CARRIED

Disclosure of Contracts – Council

Moved by Councillor Knust, seconded by Councillor Shishido

*“That Council receives and files the Disclosure of Contracts – Council memorandum.”*

CARRIED

Temporary Road Closure Application – Enderby Friday Night Lights 2019

Moved by Councillor Shishido, seconded by Councillor Baird

*“That Council receives the Enderby & District Chamber of Commerce’s Temporary Road Closure application (Enderby Friday Night Lights 2019) for information.”*

CARRIED

Digital Billboard Sponsorship Application – St. Ann’s Catholic Church

Moved by Councillor Case, seconded by Councillor Knust

*“That Council authorizes a digital billboard sponsorship for the St. Ann’s Catholic Church valued at \$2,800 in-kind.”*

CARRIED

**PUBLIC QUESTION PERIOD**

None

**CLOSED MEETING RESOLUTION**

Moved by Councillor Davyduke, seconded by Councillor Schreiner (5:37 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) (c) and (k) and 90 (2) (b) of the Community Charter.”*

CARRIED

**ADJOURNMENT**

Moved by Councillor Knust, seconded by Councillor Baird

*“That the regular meeting of August 12, 2019 adjourn at 6:31 p.m.”*

CARRIED

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**MAYOR**

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**CORPORATE OFFICER**

Agenda

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: August 15, 2019  
Subject: Proclamation of National Health and Fitness Day

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**RECOMMENDATION**

THAT Council provides an opportunity for Sheryl Hay with Enderby & District Recreation Services to request that Council consider declaring National Health and Fitness Day;

AND THAT Council declares the first Saturday in June as National Health and Fitness Day and authorizes the Mayor and Corporate Officer, respectively, to sign and seal the proclamation.

**BACKGROUND**

The Government of Canada passed the National Health and Fitness Day Act in 2014 which established the first Saturday in June as a national day to promote health and fitness for all Canadians (see Bill S-211, attached). The goal of the initiative is to make Canada “the fittest nation on earth.” Local governments are encouraged to declare or proclaim a day of recognition to support this initiative. Historically, the Mayor of the City of Enderby has proclaimed the day upon declaration of Council.

Attached is a proclamation for Council’s consideration. Council has a long-standing policy of only considering a proclamation request when a “requestor” appears before Council. As this is a national day established by federal statute, Sheryl Hay with Enderby & District Recreation Services will appear before Council to make the formal request.

Legislative authority for this matter flows from Section 157 of the *Community Charter*, which states:

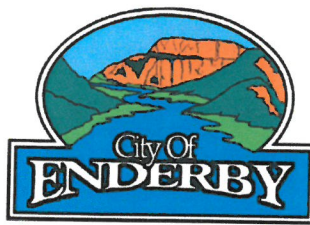
A council may declare, or the mayor may proclaim, a day of recognition that is to be observed in the municipality.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer





# Proclamation

## “National Health and Fitness Day”

- WHEREAS,** The Parliament of Canada wishes to increase awareness among Canadians of the significant benefits of physical activity and to encourage Canadians to increase their level of physical activity and their participation in recreational sports and fitness activities;
- WHEREAS,** it is in Canada’s interest to improve the health of all Canadians and to reduce the burden of illness on Canadian families and on the Canadian health care system;
- WHEREAS,** many local governments in Canada have public facilities to promote the health and fitness of their citizens;
- WHEREAS,** the Government of Canada wishes to encourage local governments to facilitate Canadians’ participation in healthy physical activities;
- WHEREAS,** the Government of Canada wishes to encourage the country’s local governments, non-government organizations, the private sector and all Canadians to recognize the first Saturday in June as National Health and Fitness Day and to mark the day with local events and initiatives celebrating and promoting the importance and use of local health, recreational, sports and fitness facilities;
- WHEREAS,** Canada’s mountains, oceans, lakes, forest, parks and wilderness also offer recreational and fitness opportunities;
- WHEREAS,** Canadian Environment Week is observed throughout the country in early June, and walking and cycling are great ways to reduce vehicle pollution and improve physical fitness;
- WHEREAS,** declaring the first Saturday in June to be National Health and Fitness Day will further encourage Canadians to participate in physical activities and contribute to their own health and well-being;
- NOW, THEREFORE,** Council for the City of Enderby, HEREBY DECLARES, the first Saturday in June as:

## “National Health and Fitness Day”

In the City of Enderby.

<seal>

Greg McCune  
Mayor

SENATE OF CANADA

SÉNAT DU CANADA

## BILL S-211

## PROJET DE LOI S-211

An Act to establish a national day to promote  
health and fitness for all Canadians

Loi visant à instituer une journée nationale de  
promotion de la santé et de la condition  
physique auprès de la population cana-  
dienne

Preamble

Whereas the Parliament of Canada wishes to  
increase awareness among Canadians of the  
significant benefits of physical activity and to  
encourage Canadians to increase their level of  
physical activity and their participation in  
recreational sports and fitness activities;

Whereas it is in Canada's interest to improve  
the health of all Canadians and to reduce the  
burden of illness on Canadian families and on  
the Canadian health care system;

Whereas many local governments in Canada  
have public facilities to promote the health and  
fitness of their citizens;

Whereas the Government of Canada wishes  
to encourage local governments to facilitate  
Canadians' participation in healthy physical  
activities;

Whereas the Government of Canada wishes  
to encourage the country's local governments,  
non-governmental organizations, the private  
sector, and all Canadians to recognize the first  
Saturday in June as National Health and Fitness  
Day and to mark the day with local events and  
initiatives celebrating and promoting the im-  
portance and use of local health, recreational,  
sports and fitness facilities;

Whereas Canada's mountains, oceans, lakes,  
forests, parks and wilderness also offer recrea-  
tional and fitness opportunities;

Attendu :

que le Parlement du Canada souhaite sensi-  
biliser les Canadiens et Canadiennes aux  
avantages importants que procure l'activité  
physique ainsi que les encourager à accroître  
leur niveau d'activité physique et à participer  
à des sports récréatifs et à des activités de  
conditionnement physique;

qu'il est dans l'intérêt du Canada d'améliorer  
la santé de sa population et d'alléger le  
fardeau que les maladies imposent aux  
familles canadiennes et au système de soins  
de santé canadien;

que de nombreuses administrations locales au  
pays disposent d'installations publiques per-  
mettant de faire la promotion de la santé et de  
la condition physique auprès de leurs ci-  
toyens;

que le gouvernement du Canada souhaite  
encourager les administrations locales à  
faciliter la participation des Canadiens et  
Canadiennes à des activités physiques saines;

que le gouvernement du Canada souhaite  
encourager les administrations locales du  
pays, les organisations non gouvernementa-  
les, le secteur privé et la population cana-  
dienne à reconnaître le premier samedi de  
juin comme Journée nationale de la santé et  
de la condition physique et à marquer cette

Préambule

Whereas Canadian Environment Week is observed throughout the country in early June, and walking and cycling are great ways to reduce vehicle pollution and improve physical fitness;

And whereas declaring the first Saturday in June to be National Health and Fitness Day will further encourage Canadians to participate in physical activities and contribute to their own health and well-being;

Now, therefore, Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows:

SHORT TITLE

Short title

1. This Act may be cited as the *National Health and Fitness Day Act*.

NATIONAL HEALTH AND FITNESS DAY

National Health and Fitness Day

2. Throughout Canada, in each and every year, the first Saturday in June shall be known as "National Health and Fitness Day".

Not a legal holiday

3. For greater certainty, National Health and Fitness Day is not a legal holiday or a non-20 juridical day.

journée par des activités et des initiatives locales qui souligneront l'importance et l'utilité des installations de santé, de loisirs, de sports et de conditionnement physique et qui en feront la promotion;

que les montagnes, les océans, les lacs, les forêts, les parcs et la nature sauvage du Canada offrent également des possibilités en matière de sports récréatifs et de conditionnement physique;

que la Semaine canadienne de l'environnement est célébrée dans tout le pays au début du mois de juin, et que la marche et la bicyclette sont d'excellents moyens de réduire la pollution causée par les véhicules et 15 d'améliorer la condition physique;

que déclarer le premier samedi de juin comme Journée nationale de la santé et de la condition physique encouragera davantage les Canadiens et Canadiennes à participer à 20 des activités physiques et à contribuer à leur santé et à leur bien-être,

Sa Majesté, sur l'avis et avec le consentement du Sénat et de la Chambre des communes du Canada, édicte :

TITRE ABRÉGÉ

1. *Loi sur la Journée nationale de la santé et 15 de la condition physique.*

JOURNÉE NATIONALE DE LA SANTÉ ET DE LA CONDITION PHYSIQUE

2. Le premier samedi de juin est, dans tout le Canada, désigné comme « Journée nationale de la santé et de la condition physique ».

3. Il est entendu que la Journée nationale de la santé et de la condition physique n'est pas une fête légale ni un jour non juridique.

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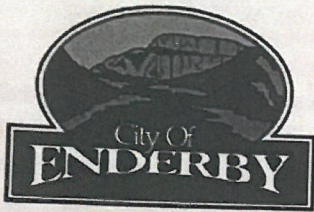
Titre abrégé

Journée nationale de la santé et de la condition physique

30

Statut

Agenda



**REQUEST TO APPEAR AS A DELEGATION**

On 3 9 2019  
Day Month Year

Date of Request August 28, 2019

Name of Person Making Request Jeremy Sundin

Name and Title of Presenter(s) \_\_\_\_\_

Jeremy Sundin, CFO - Okanagan Regional Library

Contact Information cell: 250-869-7394 email: jsundin@ort.bc.ca

Details of Presentation \_\_\_\_\_

Brief appeal to Council regarding the recommendation  
coming forward to decline/not approve the Library's  
request for a permissive tax exemption.

Desired Action from Council (check all that apply)

- Information Only
- Proclamation
- Funding Request
- Road Closure
- Policy or Resolution

Please describe desired action in detail \_\_\_\_\_

Request council approve the Library's  
Permissive Tax Exemption.

Please attach any supporting documentation or presentation materials related to your delegation request.

Verbal presentation.

Agenda

**CITY OF ENDERBY  
DEVELOPMENT VARIANCE PERMIT APPLICATION**

**File No: 0020-19-DVP-END**

**August 20, 2019**

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**APPLICANT:** St. George Anglican Church

**OWNER:** The Synod of the Diocese of Kootenay

**LEGAL DESCRIPTION:** LOT 2 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 20377

**PID #:** 003-932-150

**LOCATION:** 608 Knight Avenue, Enderby BC

**PROPERTY SIZE:** 0.009 acres (402.7 m<sup>2</sup>)

**ZONING:** Residential Single Family (R.1-A) Zone

**O.C.P DESIGNATION:** Residential Low Density

**PROPOSAL:** Construct a concrete wheelchair ramp on north side of Church Hall building

**PROPOSED VARIANCE:** Vary Section 602.10.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 0 m (0 feet).

**RECOMMENDATIONS:**

THAT Council authorize the issuance of a Development Variance Permit for the property legally described as LOT 2 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 20377 and located at 608 Knight Avenue, Enderby B.C. to permit a variance to Section 602.10.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 0 m (0 feet), as shown on the attached Schedule "A", subject to the applicant entering into a License of Occupation with the City of Enderby for that portion of the wheelchair ramp that extends into the Knight Avenue road dedication.

**BACKGROUND:**

This report relates to a Development Variance Permit application for the proposed construction of a concrete wheelchair ramp at 608 Knight Avenue. Given that the proposed siting of the wheelchair ramp would have it located on the front property line, the applicant is seeking a variance to Section 602.10.b

of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 0 m (0 feet), as shown on the attached Schedule "A".

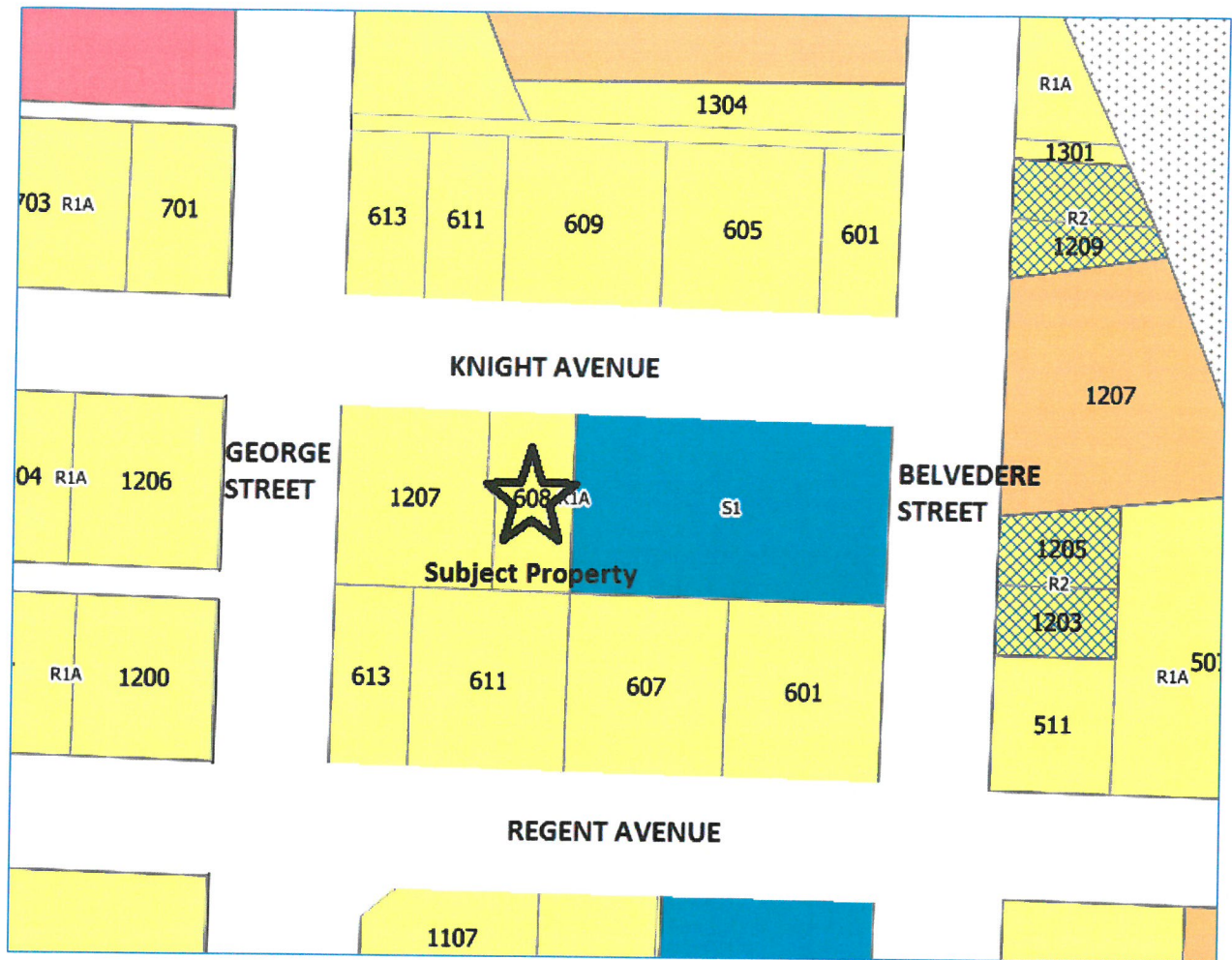
#### Site Context

The subject property is 0.009 acres (402.7 m<sup>2</sup>) in area and is located on the southern side of Knight Avenue. The property is flat with a Church Hall building located in the northern portion of the lot adjacent to Knight Avenue. The St. George Anglican Church is located on a separate lot directly to the east, on the southwest corner of the intersection of Knight Avenue and Belvedere Street.

There is no off-street parking located on the subject property, and therefore there is no formal vehicular access to the site. Pedestrian access to the Church Hall is via concrete steps off of the Knight Avenue sidewalk.

The subject property and properties to the north, west, and south are zoned Residential Single Family (R.1-A) and designated in the OCP as Residential Low Density, while the property to the east is zoned Assembly, Civic, and Public Service (S.1) zone and designated in the Official Community Plan as Institutional.

The following figure shows the zoning designations of the subject and surrounding properties:



**Figure 1: Zoning Map**

- Yellow - Residential Single Family (R.1-A) Zone
- Orange - Residential Multi-Family Medium Intensity (R.3) Zone
- Blue - Assembly, Civic and Public Service Use (S.1) Zone
- Cross-Hatch - Residential Two-Family (R.2) Zone

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 concrete wheelchair ramp off of the north face of the Church Hall building, as shown on the attached Schedule "A". Given that the proposed siting of the wheelchair ramp would have it located on the front property line, the applicant is seeking a variance to Section 602.10.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 0 m (0 feet). A portion of this wheelchair ramp is proposed to extend into the Knight Avenue road dedication by approximately 0.61 m (2.00 feet).



## ZONING BYLAW:

The subject property is zoned Residential Single Family (R.1-A) and the permitted uses within this zone include accessory residential buildings, single family dwellings, secondary suites, bed and breakfasts, civic and public service use, and restricted agricultural use. The proposal as compared to the Zoning Bylaw requirements for accessory residential buildings and structures is as follows (highlighted item is the only one requiring a variance):

CRITERIA	PROPOSAL	ZONING REQUIREMENTS
Lot Area (min.)	402.7 m <sup>2</sup> (4,335 square feet)	450 m <sup>2</sup> (4,844 square feet)
Lot Coverage (max.)	<60%	60%
Lot Frontage (min.)	14.016 m (45.98 feet)	15 m (49.21 feet)
Setbacks		
Front Yard	0 m (0 feet)	6 m (19.68 feet)
Rear Yard	11.13 m (36.52 feet)	6 m (19.68 feet)
Side Yard	2.46 m (8.07 feet) 0.39 m (1.279 feet)	1.2 m (3.94 feet)
Other buildings	17.67 m (57.97 feet)	3 m (9.842 feet)

It should be noted that although the subject property does not meet the zone's minimum lot area or lot frontage requirements, Section 304 of the Zoning Bylaw allows the non-conformities to continue as the lot was existing at the time of the effective date of the Bylaw. Furthermore, although the Church Hall building does not meet the zone's minimum side yard setback requirement, the siting of this building is considered 'legally non-conforming' by way of siting in accordance with Section 529 of the *Local Government Act* and a variance is therefore not required given that the proposed development (wheelchair ramp) would not intensify this particular non-conformity.

## OFFICIAL COMMUNITY PLAN:

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

- Policy 2.2.b - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.
- Policy 2.2.c - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.
- Policy 2.2.f - To respect and preserve a process of open, flexible and participatory decision making in the ongoing planning and day-to-day decisions of the City.
- 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 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 subject application was referred to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief.

The Fire Chief and Building Inspector both advised that they have no concerns with the application.

The Public Works Manager advised that the ramp needs to tie in at the back of walk.

#### **PLANNING ANALYSIS:**

The City of Enderby Planner raises no objections to the applicant's request to vary Section 602.10.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 0 m (0 feet) as shown on the attached Schedule "A", and upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit for the following reasons:

- The proposed wheelchair ramp will increase the accessibility of the site for those with mobility challenges;
- Given the Church Hall's close proximity to the northern property line, the applicant is limited in their ability to construct a wheelchair ramp without a 0 m setback;
- The design of the proposed wheelchair ramp is non-intrusive and it is not anticipated that it will result in any negative visual impacts;
- It is not anticipated that the proposed variance or lot frontage waiver would negatively affect the use and enjoyment of the subject or neighbouring properties.

Notwithstanding the above positive Staff recommendation, the City needs to address the proposed encroachment of the wheelchair ramp on to the Knight Avenue road dedication. This is typically addressed through a License of Occupation agreement, which is a standard form that defines the permission and ensures clarity with respect to liability and maintenance. Staff are recommending that the issuance of the Development Variance Permit be subject to the applicant entering into a License of Occupation with the City for that portion of the wheelchair ramp that extends into the Knight Avenue road dedication.

#### **SUMMARY**

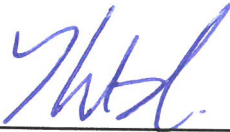
This is an application for a Development Variance Permit for the property located at 608 Knight Avenue, Enderby BC. The applicant is proposing to construct a concrete wheelchair ramp on the north side of the Church Hall. Given that the ramp is proposed to be sited on the northern property line, the applicant is seeking a variance to Section 602.10.b of Zoning Bylaw No. 1550, 2014 by reducing the

minimum front yard setback area from 6 m (19.68 feet) to 0 m (0 feet) as shown on the attached Schedule "A".

The City of Enderby Planner is supportive of the proposed variance, subject to the applicant entering into a License of Occupation with the City.

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**Prepared By:**



---

Kurt Inglis, MCIP, RPP  
Planner and Deputy Corporate Officer

**Reviewed By:**



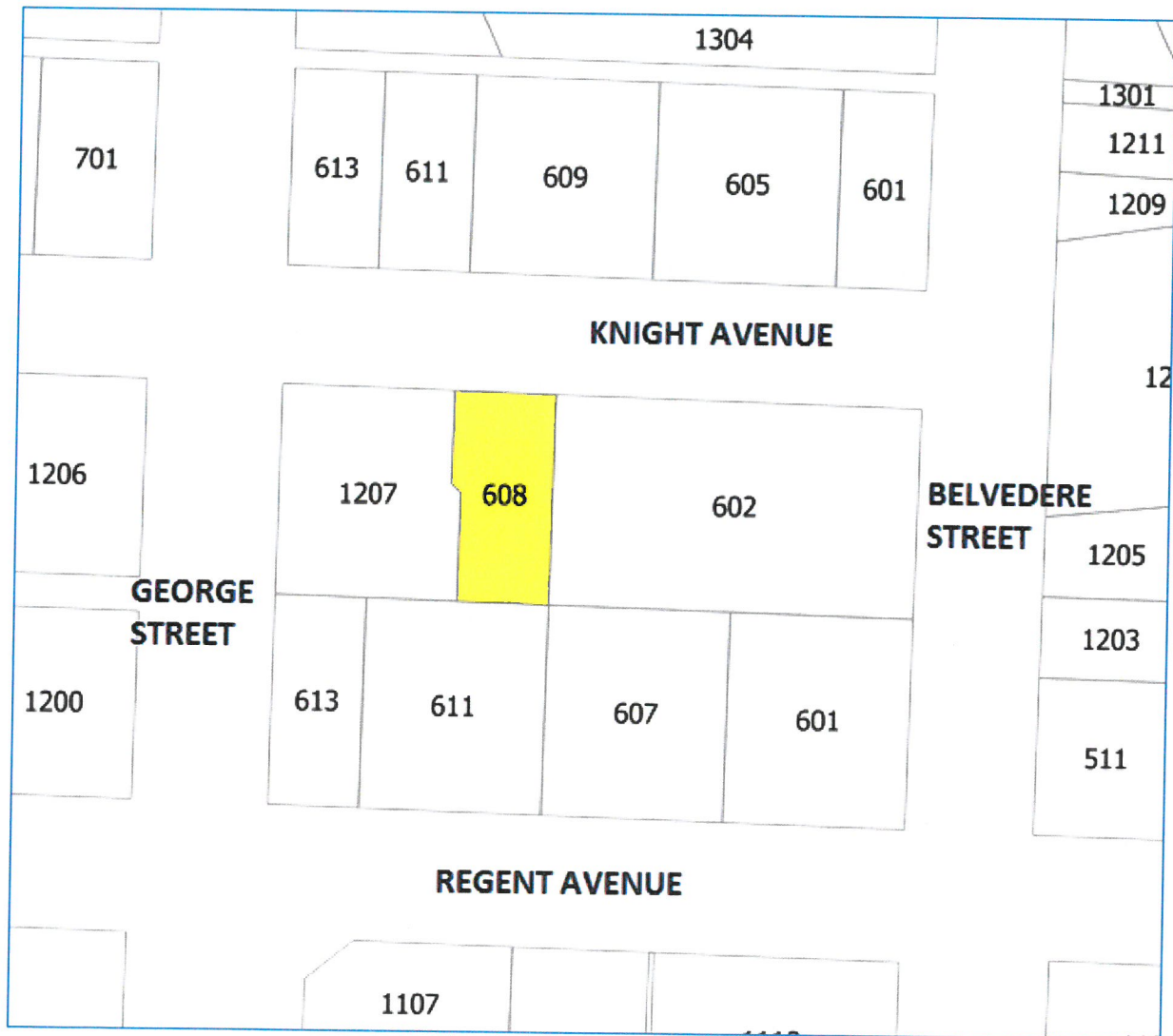
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Tate Bengtson  
Chief Administrative Officer

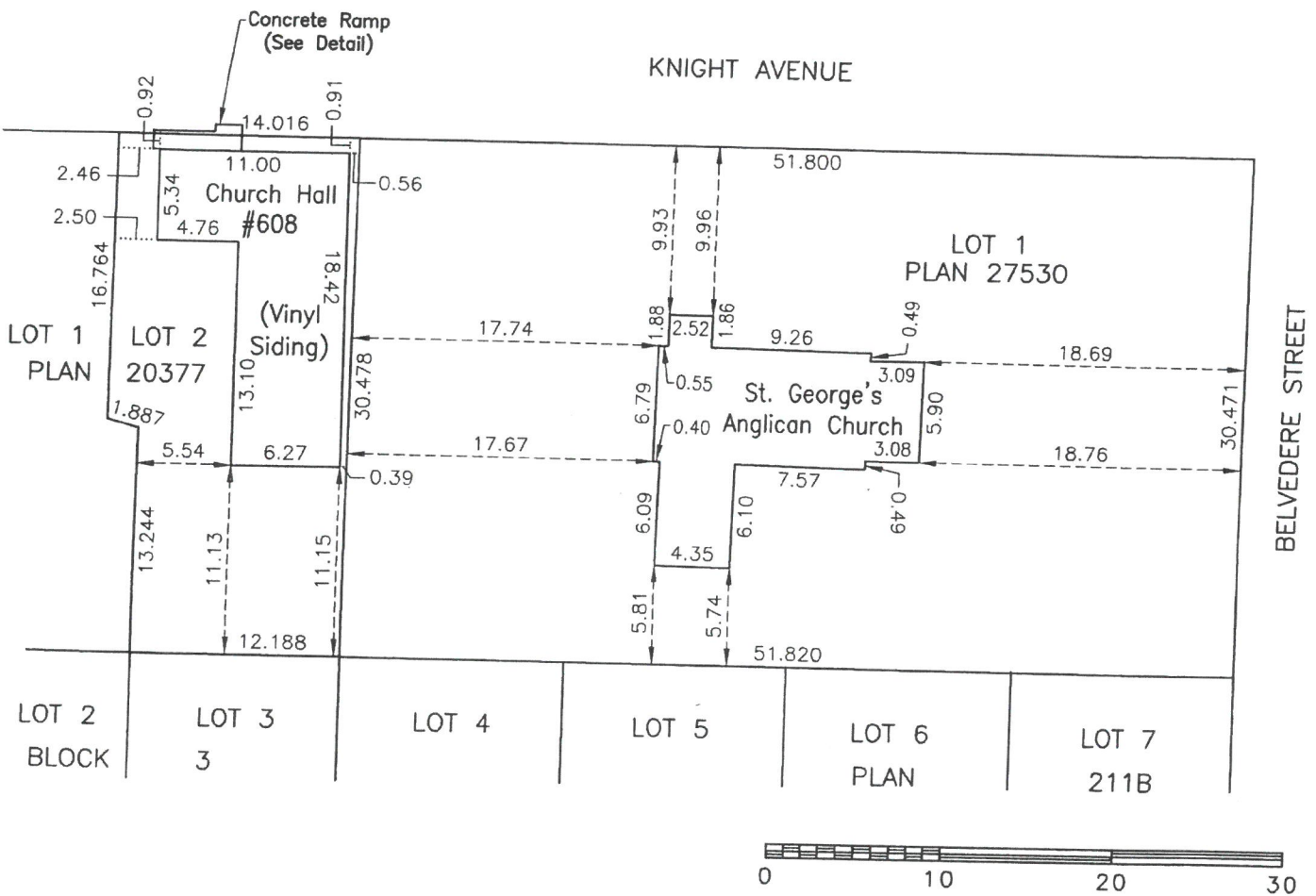
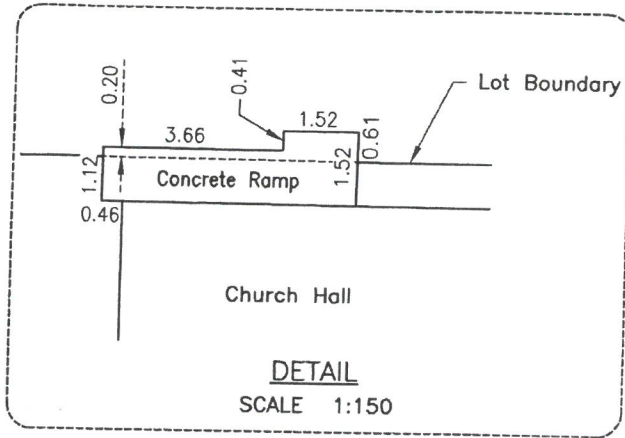
**THE CORPORATION OF THE CITY OF ENDERBY**  
**DEVELOPMENT VARIANCE PERMIT APPLICATION**  
**SUBJECT PROPERTY MAP**

**File:** 0020-19-DVP-END  
**Applicant:** St. George Anglican Church  
**Owner:** The Synod of the Diocese of Kootenay  
**Location:** 608 Knight Avenue, Enderby BC

---



ALL DISTANCES ARE IN METRES.



SITE PLAN SHOWING PROPOSED  
CONCRETE RAMP AND LANDING AT LOT 2,  
PLAN 20377, DL 150, K(Formerly O)DYD

SCALE: 1 : 400 OUR FILE: R10222

DATE: 20 Jun 2019 DRAWN: RL

St. George's Anglican Church

**MADDOX & COMPANY**

LAND SURVEYORS

3500 - 30th STREET

VERNON, BC V1T 5E8

TELEPHONE: (250) 542-4343

102220T00

Schedule "A"



Agenda

**CITY OF ENDERBY  
ZONING TEXT AMENDMENT APPLICATION**

File No.: 0004-19-ZTA-END

August 26, 2019

---

**APPLICANT:** Eric Morris

**OWNER:** Eric and Cherie Morris

**LEGAL DESCRIPTION:** LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27938

**P.I.D.:** 004-686-438

**CIVIC ADDRESS:** 145 Gunter Ellison Road, Enderby BC

**PROPERTY SIZE:** 4.86 acres (1.97 hectares)

**ZONING:** Country Residential (C.R)

**O.C.P DESIGNATION:** Country Residential

**PROPOSAL:** Construct an accessory residential building (garage/shop) with a detached secondary suite on the second storey level

**PROPOSED TEXT AMENDMENT** Amend the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to accompany a single family dwelling/mobile home, and to permit a detached secondary suite to be located on the second storey level of an accessory residential building

**RECOMMENDATION:**

THAT Zoning Bylaw Amendment Bylaw No. 1684, 2019 which proposes to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to accompany a single family dwelling/mobile home, and to permit a detached secondary suite to be located on the second storey level of an accessory residential building, for the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27938 and located at 145 Gunter Ellison Road, Enderby BC be given First and Second Reading and forwarded to a Public Hearing.

**BACKGROUND:**

This report relates to an application to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to accompany a single family dwelling/mobile home, and be located on the second storey level of an accessory residential building, for the property legally described as LOT A

SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27938 and located at 145 Gunter Ellison Road, Enderby BC. The proposed amendments to the Zoning Bylaw would enable the applicant to construct an accessory residential building (garage/shop) with a detached secondary suite on the second storey level.

#### Site Context

The 4.86 acres (1.97 hectares) subject property is located on the western side of Gunter Ellison Road, which is identified in Schedule 'C' of the City's Official Community Plan as a 'municipal major collector' road. Access to the property is gained via a gravelled driveway off of Gunter Ellison Road, but the property also has road frontage off of Timberlane Road to the west, with Timberlane Road being constructed to a gravelled rural standard. The property slopes in an easterly direction, towards Gunter Ellison Road.

A mobile home is located in the northeast corner of the lot, with the remainder of the site remaining treed. The mobile home is serviced via community water and a private septic system.

The subject property and properties to the north, west, and south are zoned Country Residential (C.R) and are designated in the Official Community Plan as Country Residential. The properties to the east are outside of municipal boundaries and are located in Area 'F' of the Regional District of North Okanagan.

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





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



Figure 2: Orthophoto

\*NOTE: Google Earth has incorrectly labelled Gunter Ellison Road as Salmon Arm Drive in the orthophoto above.

## The Proposal

The applicant is proposing to construct an accessory residential building (shop/garage) on the western edge of the property, adjacent to Timberlane Road, with a detached secondary suite on the second storey level. The detached suite would be serviced via community water and a new septic system which would be separate from the septic system currently servicing the mobile home. The applicant is proposing that the accessory residential building and detached suite will be accessed via a new driveway off of Timberlane Road.

As detached suites are not a permitted use within the Country Residential Zone, and detached suites are not permitted on the second storey level of accessory residential buildings, the applicant is proposing to amend the text of the City of Enderby Zoning Bylaw No. 1550 accordingly.

### **ZONING BYLAW:**

The subject property is currently zoned Country Residential (C.R); uses permitted within this zone include:

- Accessory buildings and structures;
- Accessory employee residential use;
- Accessory produce and fruit sales;
- Civic and public service use;
- Boarding/lodging/rooming houses;
- Convalescent/nursing/personal care homes;
- Intensive agricultural use;
- Limited agricultural use;
- Mobile homes;
- Single family dwellings;
- Two family dwellings;
- Secondary suites
- Bed and breakfasts; and
- Dog kennels.

The applicant has not developed a formal site plan or construction drawings for the proposed development at this time. The applicant will be required to submit these plans and drawings at the Building Permit stage, should the proposed zoning text amendments be approved. Once the plans and drawings have been submitted by the applicant as part of a Building Permit application, they will be reviewed against the City's detached secondary suite regulations for consistency. Given that the detached secondary suite regulations were designed for typical urban-scale residential lots, it is anticipated that the applicant will likely require variances given that the subject property is a rural, acreage lot.

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

#### **REFERRAL COMMENTS:**

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

No comments were received in response to the referral.

#### **PLANNING ANALYSIS:**

The City of Enderby Planner raises no objections to the applicant's request to amend the Zoning Bylaw to permit a detached secondary suite to accompany a single family dwelling/mobile home, and to permit a detached secondary suite to be located on the second storey level of an accessory residential building, for the subject property located at 145 Gunter Ellison Road, and recommends that Council supports the application for the following reasons:

- Given the property's large area of 4.86 acres, and the fact that the majority of the site remains treed which provides natural screening, it is not anticipated that the development of detached secondary suite on the second storey of an accessory residential building would result in any

negative spill over effects to neighbouring properties, nor detract from the character or aesthetics of the site or neighbourhood more broadly;

- Supporting the application would facilitate 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; and
  - Focusing future growth within developed areas of the community in order to maximize the value of existing infrastructure.
- Facilitating the development of a detached secondary suite on the subject property will add to the community's supply of affordable rental housing;
- Although the accessory residential building and detached suite are proposed to be accessed via a driveway off of Timberlane Road, which is currently constructed to rural gravelled standard, it is anticipated that the incremental impacts to this road as a result of the proposed development will be minimal;
- It is not anticipated that the proposal would negatively affect the use and enjoyment of the subject or neighbouring properties.

## SUMMARY

This is an application to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to accompany a single family dwelling/mobile home, and to permit a detached secondary suite to be located on the second storey level of an accessory residential building, for the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27938 and located at 145 Gunter Ellison Road, Enderby BC.

It is recommended that Zoning Bylaw Amendment Bylaw No. 1684, 2019 be given First and Second Reading and forwarded to a Public Hearing.

---

**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  
SUBJECT PROPERTY MAP**

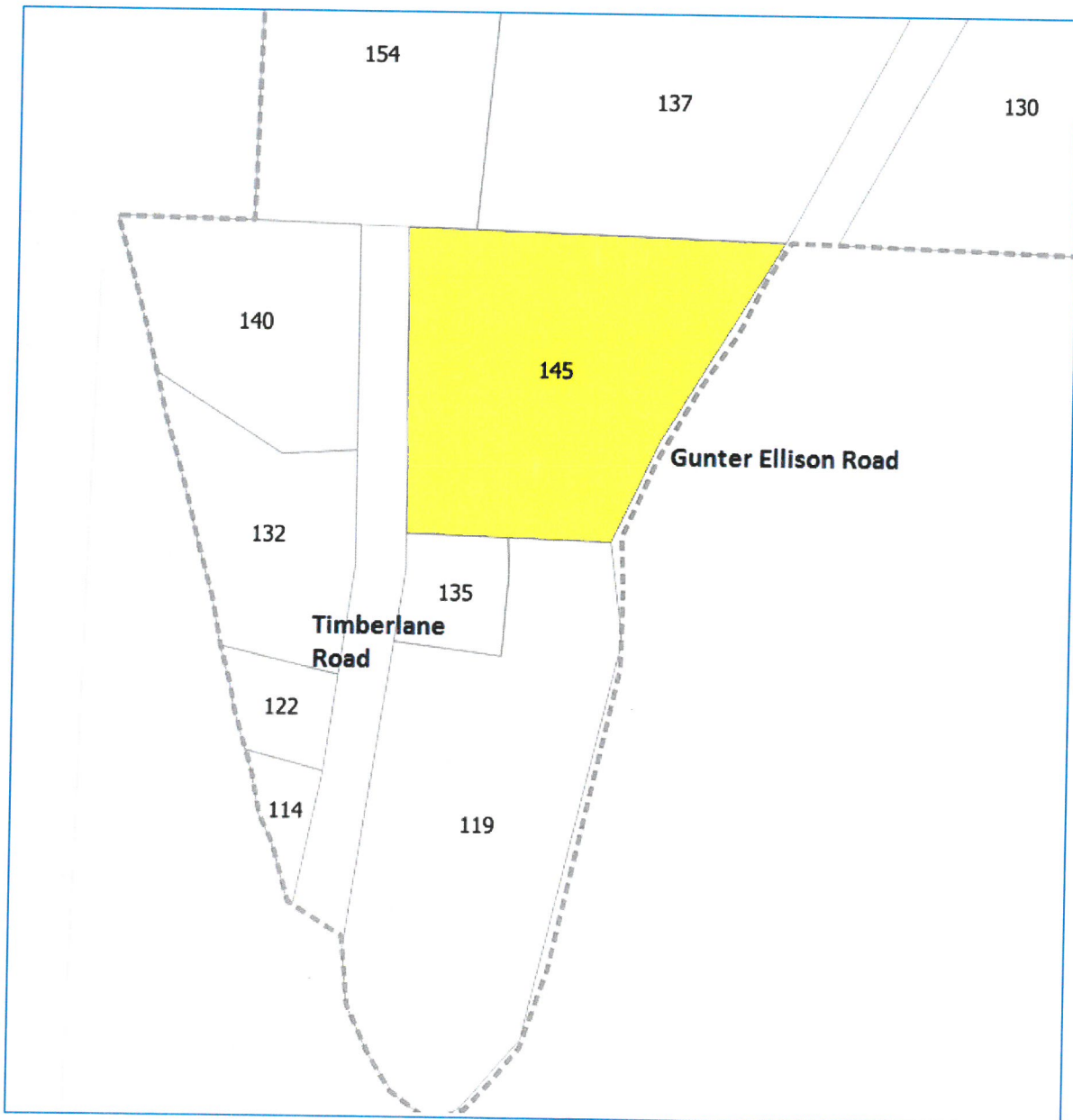
**File:** 0004-19-ZTA-END

**Applicant:** Eric Morris

**Owner:** Eric and Cherie Morris

**Location:** 145 Gunter Ellison Road, Enderby BC

---



# DOUG CLARK ,ROWP

228 Beattie Rd.  
Enderby, BC V0E 1V5

Ph. 250-838-6230  
Fax 250-838-6258  
e-mail - dc.construction@telus.net

ROWP # OW0166

Workers Comp. #233140-141  
GST # 101467439

July 10, 2019

## Planner/ Installer Review Report

### Re: Proposed Septic System for Eric and Cherie Morris

Civic Address: 145 Gunther Ellison Road, Enderby BC V0E 1V0

Legal: Lot A Plan 27938 ODYD

### To whom it may concern

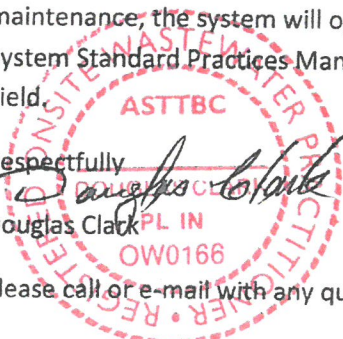
This letter certifies that the above referenced property will support a 2 bedroom with a Type 1 sewage system, including a reserve field area. The site is on the East Side of Timberline Road near its termination to the North. ( See Map enclosed)

Based on the results of an onsite review and the documentation provided by the owner's to Doug Clark ROWP.OW0166 the above described property will support a 2 bedroom home. With regular maintenance, the system will operate in accordance with the design specifications of the BC Sewerage System Standard Practices Manual and will not create a Health Hazard. There is room for a Reserve Field.

Respectfully,

  
Douglas Clark

Please call or e-mail with any questions or concerns.





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### 145 GUNTER-ELLISON RD ENDERBY VOE 1V1

Area-Jurisdiction-Roll: 20-208-0653.000

Favourite Compare Print

**Total value** **\$241,400**

2019 assessment as of July 1, 2018

Land	\$215,000
Buildings	\$26,400
Previous year value	\$243,100
Land	\$215,000
Buildings	\$28,100

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<b>Property information</b>	<b>Are the property details correct?</b>	<b>Legal description and parcel ID</b>
Year built	1974	Lot A Plan KAP27938 Section 27 Township 18 Range 9 Meridian Land District 25
Description	Manufactured Home-Single Wide	PID: 004-686-438
Bedrooms		
Baths		
Carports		
Garages		
Land size	4.86 Acres	<b>Sales history (last 3 full calendar years)</b>
First floor area		No sales history for the last 3 full calendar years
Second floor area		
Basement finish area		
Strata area		
Building storeys		
Gross leasable area		<b>Manufactured home</b>
Net leasable area		Width 12 Ft
No.of apartment units		Length 56 Ft
		Total area 672 Sq Ft

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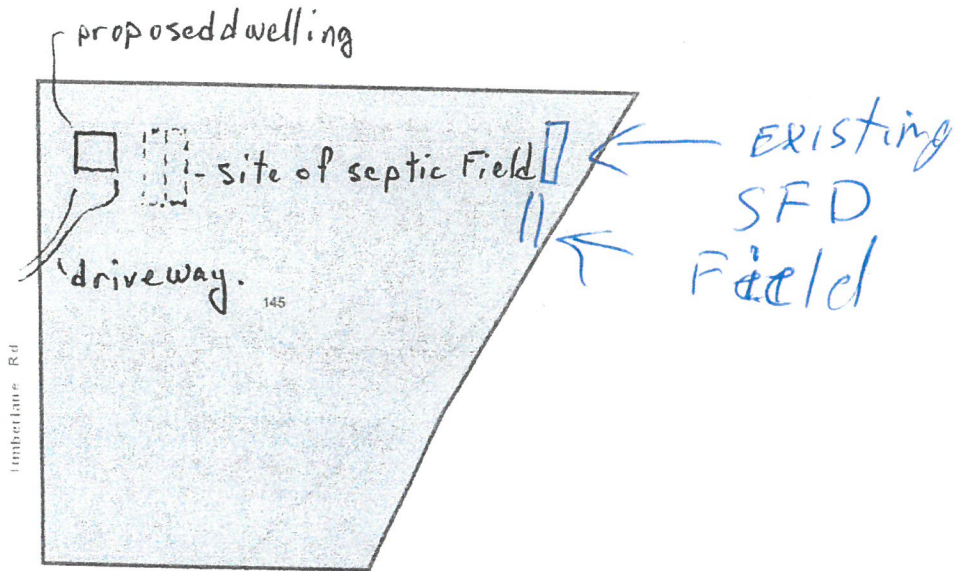
Map

Neighbouring properties

Sample sold properties



Gunter Ellison




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THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1684, 2019

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. 1684, 2019".
2. Division Seven - Rural Zones (C.R) of Schedule "A" of Zoning Bylaw No. 1550, 2014 is hereby amended by adding Section 701.10.i as follows:
  - i. Notwithstanding the permitted uses outlined in Section 701.1 of this Bylaw, a detached secondary suite is permitted for the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27938 and located at 145 Gunter Ellison Road, Enderby BC.
3. Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 is hereby amended by adding Section 317.5 as follows:
  5. Notwithstanding Section 317.3 above, a detached secondary suite is permitted on the second storey level of an accessory residential building for the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27938 and located at 145 Gunter Ellison Road, Enderby BC.

READ a FIRST time this day of , 2019.

READ a SECOND time this day of , 2019.

Advertised on the day of , 2019 and the day of , 2019 and a Public Hearing held pursuant to the provisions of Section 464 of the *Local Government Act* on the day of , 2019.

READ a THIRD time this day of , 2019.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this day of , 2019.

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District Development Technician  
Ministry of Transportation and Infrastructure

ADOPTED this day of , 2019.

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MAYOR

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CORPORATE OFFICER

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: August 16, 2019  
Subject: UBCM 2019 Resolution on Transportation Network Services (Ride-Sharing)

---

**RECOMMENDATION**

THAT Council endorses the resolution titled *Enabling Viable and Competitive Transportation Network Services in Small Rural and Remote Communities*;

AND THAT Council directs staff to submit the resolution to the Union of British Columbia Municipalities for consideration at the 2019 conference.

**BACKGROUND**

Council has been advocating at the Provincial level for the introduction of transportation network service (also known as ride-sharing) regulations for several years. Council submitted a policy resolution to the Union of British Columbia Municipalities (UBCM) on this matter, which was endorsed at the 2017 convention. The City also participated in a consultation on transportation network service regulations initiated by the all-party Select Standing Committee on Crown Corporations in 2018, which led to a 2019 report that gave favourable recommendation to the City's policy positions. Unfortunately, the recommendations of the Committee's report were not implemented in full when transportation network service regulations were enacted by the provincial government.

Council has emphasized for several years that transportation network service regulations need to be sufficiently flexible so that this transportation option has a chance to get established in small rural and remote communities. In smaller markets, it is more likely that ride-sharing operators will be part-time or casual in nature. These same small markets are also typically underserved by other transportation options, such as buses and taxis. As a result, adding regulatory or cost burdens to ride-sharing operators in order to "level the playing field" with other transportation options does not reflect the context, challenges, or opportunities of ride-sharing in small communities.

When the provincial government's transportation network service regulations were reviewed by industry leaders, the latter confirmed that the regulations are so prohibitive that they will not be able to operate outside of Metro Vancouver. In other words, without regulatory change, the ability of communities outside of Metro Vancouver to enjoy the benefits of transportation

network services will be non-existent. These benefits include a proven reduction in impaired driving and enhancing the ability of seniors and persons with mobility barriers to access medical appointments and obtain needed resources more easily. In small, rural, and remote communities which often lack a taxi service or an internal bus network, access to transportation network services provides a vital transportation option that improves public safety, supports social inclusion and personal independence, and stimulates the local economy.

Staff are recommending a resolution on transportation network services for submission to UBCM for consideration at its 2019 conference. Attached is the proposed resolution. The enactment clause of the resolution states:

THEREFORE BE IT RESOLVED that UBCM asks the Province of BC to amend the Passenger Transportation Act to establish an area-based, tiered, regulatory solution that will enable viable and competitive transportation network services in small rural and remote communities as well as other communities outside of the Lower Mainland.

The intent of this clause is to propose two or more “tiers” of regulations, so that transportation network services have a reasonable opportunity to become viable and competitive in smaller markets that are faced with a much different context and set of challenges than Metro Vancouver. Council’s position throughout has been that “one size fits all” regulations compelling transportation network services to function in the same way as taxi services will effectively prohibit this transportation option except in extremely large markets where there is both high customer demand and high operator supply. Therefore, a flexible regulatory regime is needed to account properly for regional and local contexts.

Given that this is an emerging issue, the deadline for submitting UBCM resolutions has passed; however, late resolutions are still accepted under the following UBCM procedure:

*Analysis of late resolutions—those received after June 30—is undertaken in the Resolutions Committee’s “Report on Resolutions Received After the Deadline.” This report may be considered after Section A has been debated, but not before the time printed in the Convention program. Historically, this report has been presented to the membership on the last day of Convention, at the beginning of the final policy session.*

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

**TITLE: Enabling Viable and Competitive Transportation Network Services in Small Rural and Remote Communities**

**SPONSOR: City of Enderby**

WHEREAS the Province of BC has created a regulatory framework permitting transportation network services to operate in BC, which provides a passenger transportation option to address the significant public need for vehicles-for-hire and, in turn, reduce impaired driving, improve the ability of seniors and persons with barriers to access needed resources, and stimulate economic development;

AND WHEREAS the Province's regulatory framework is so onerous that it effectively prohibits the establishment of transportation network services outside of the Lower Mainland, and particularly in small, rural, and remote communities where it has the greatest potential to address areas underserved by traditional public transportation options;

THEREFORE BE IT RESOLVED that UBCM asks the Province of BC to amend the Passenger Transportation Act to establish an area-based, tiered, regulatory solution that will enable viable and competitive transportation network services in small rural and remote communities as well as other communities outside of the Lower Mainland.

Agenda

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

**To:** Tate Bengtson, CAO  
**From:** Jennifer Bellamy, CFO  
**Date:** August 19, 2019  
**Subject:** 2020-2023 Permissive Tax Exemptions

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**Recommendation:**

THAT Council approves providing the properties as listed on Appendix "A" with a permissive tax exemption for the 2020-2023 taxation years.

**Background:**

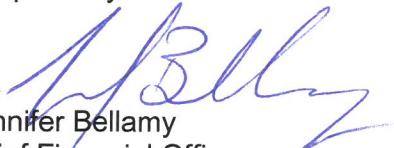
With the updated Permissive Tax Exemption Policy, Council is able to provide properties with a permissive tax exemption (PTE) for a period of up to four years rather than on an annual basis. A four-year term was chosen to allow Council to approve PTEs at the beginning of its own governing term. The new bylaw will include wording for a four year term; however, if Council wishes to add or remove any applicants, this can easily be done through a bylaw amendment.

Appendix "A" is a listing of the properties for which the Finance Portfolio recommends providing a PTE for 2020-2023. There has been no change to the properties listed from the 2019 exemptions provided. In addition to the properties listed, the Okanagan Regional Library has also applied for a PTE the property located at 514 Cliff Avenue (an annual value of approx. \$5,190). The Library previously applied for a PTE in 2016; however, Council chose to not provide a PTE to the property. The Library is used by both City and Area F residents and the property tax costs are currently funded through the Library's requisition process and cost shared between the two jurisdictions. By providing a PTE, only City residents would bear the tax burden. Keeping the current requisition cost provides a fairer way of distributing the tax burden. For this reason it is recommended that Council continues to not approve a PTE for 514 Cliff Avenue.

By supporting the above recommendations, there will be no tax increase required for the term to provide the PTEs.

Once Council approves the list of properties to be provided an exemption, the properties, along with the estimated tax exemptions, will be advertised before the bylaw is brought forward to Council. The permissive tax exemption bylaw must be adopted by October 31, 2019 in order to take effect in 2020.

Respectfully Submitted

  
Jennifer Bellamy  
Chief Financial Officer



**APPENDIX "A"**

**City of Enderby  
2020 - 2023 Permissive Tax Exemptions**

<b>Name</b>	<b>Civic Address</b>	<b>Estimated 2020 Taxes</b>	<b>Estimated 2021 Taxes</b>	<b>Estimated 2022 Taxes</b>	<b>Estimated 2023 Taxes</b>
Pioneer Place Society	1104 Belvedere Street	11,828	12,183	12,548	12,925
Enderby & Dist. Senior Citizens Complex	606 Stanley Avenue	2,147	2,211	2,277	2,346
Enderby & Dist. Senior Citizens Complex	1011 George Street	3,739	3,852	3,967	4,086
Provincial Rental Housing	708 Granville Avenue	18,002	18,542	19,098	19,671
Enderby Fraternal Hall Society	507 Mill Avenue	1,242	1,279	1,318	1,357
Royal Canadian Legion	909 Belvedere Street	1,452	1,496	1,541	1,587
St. Andrew's United Church - Trustee	606 Regent Avenue	1,034	1,065	1,097	1,130
St. Andrew's United Church - Trustee	1110 Belvedere Street	708	730	751	774
Enderby Evangelical Chapel	706 Mill Avenue	880	907	934	962
Synod Diocese of Kootenay	602 Knight Avenue	1,098	1,131	1,165	1,200
Synod Diocese of Kootenay	608 Knight Avenue	535	552	568	585
Enderby Jehovah Witnesses	115 George Street	3,190	3,286	3,384	3,486
Roman Catholic Bishop of Kamloops	1406 George Street	1,106	1,140	1,174	1,209
Seventh-Day Adventist Church	703 Old Vernon Street	2,777	2,860	2,946	3,034
172965 Canada Ltd - City Hall Parking Lot	907 George Street	2,320	2,389	2,461	2,535
City of Enderby - Drill Hall	208 George Street	5,266	5,424	5,586	5,754
City of Enderby - Drill Hall Parking Lot	206 George Street	923	951	980	1,009
City of Enderby - Drill Hall Parking Lot	204 George Street	1,498	1,543	1,590	1,637
City of Enderby - Museum	903 George Street	5,090	5,243	5,400	5,562
City of Enderby - Info Centre	700 Railway Street	1,608	1,656	1,706	1,757
<b>Total estimated taxes</b>		<b>66,445</b>	<b>68,438</b>	<b>70,491</b>	<b>72,606</b>

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: August 26, 2019  
Subject: Digital Billboard Sponsorship Application - Church of Jesus Christ of Latter-day Saints

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**RECOMMENDATION**

THAT Council authorizes a digital billboard sponsorship for the Church of Jesus Christ of Latter-day Saints valued at \$2,800 in-kind.

**BACKGROUND**

The Church of Jesus Christ of Latter-day Saints has submitted a Digital Billboard Sponsorship Application and is requesting an in-kind sponsorship valued at \$700 (1 week of advertising) for messaging related to the Feed Enderby & District Food Bank. Staff are recommending that the sponsorship amount be increased to \$2,800 in order to provide the church with flexibility should their messaging needs increase in the future.

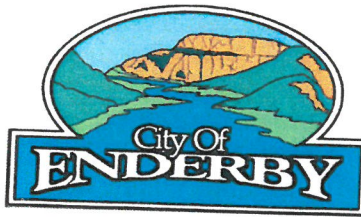
The Church of Jesus Christ of Latter-day Saints is a registered not-for-profit organization and therefore qualifies for a digital billboard sponsorship from Council.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer



619 Cliff Avenue  
P. O. Box 400  
Enderby, B. C. V0E 1V0

The Corporation of the City of Enderby  
*Where the Shuswap Meets the Okanagan*

Tel: (250) 838-7230  
Fax: (250) 838-6007  
Website: www.cityofenderby.com

## Digital Billboard Sponsorship Application

Please Note: This form must be submitted at least 60 days prior to the requested start date of initial messaging.

**Name of Organization/Society:**

*Church of Jesus Christ of Latter Day Saints  
and Feed Enderby and District Food  
Bank*

**Name of Applicant:**

*[Handwritten name]*

**Phone Number:**

*[Handwritten phone number]*

**Email:**

*[Handwritten email address]*

**Nature of Messaging:**

(community events, programming,  
announcements, etc.)

*community event  
Food drive for the  
Food Bank in Enderby*

**Annual Sponsorship Needs:**

*yes*

**Requested Value of Sponsorship:**

~~\$700.00~~ \$2,800

(NOTE: Each message will be displayed for a minimum of one week, which may be non-consecutive days, to a maximum of three weeks. One week of messaging = \$700 in-kind value.)

*D.W. Prett*  
Signature of Applicant

*Aug 20, 2019*  
Date

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: August 23, 2019  
Subject: Naming of Laneways to the North and South of Cliff Avenue

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**RECOMMENDATION**

THAT Council directs Staff to send correspondence to property owners affected by the potential naming of the dedicated laneways to the north and south of Cliff Avenue, on the eastern side of George Street, in order to notify them of the City's intent and request that they notify Staff of any potential concerns;

AND THAT should the aforementioned property owners not identify any significant concerns associated with the naming of the laneways, which would warrant further consideration, Council directs Staff to:

- i. Send correspondence to the Enderby & District Heritage Commission requesting that the Commission short-lists a number of potential heritage street names from Schedule "1" of the Street Names Policy, which are the most meaningful to the area in the vicinity of the lanes; and
- ii. Prepare the required bylaw to formally name the laneways following consideration of the recommendations of the Heritage Commission and input of affected property owners.

**BACKGROUND**

At the Regular Council Meeting of August 12, 2019, Council directed Staff to explore the naming of the dedicated laneways to the north and south of Cliff Avenue, on the eastern side of George Street. This was in response to businesses using the laneways for access to their premises but had addressing issues given that the laneways are not formally named (e.g. the businesses were numbered as if they fronted Cliff Avenue).

Section 39 (a) of the *Community Charter* states that a local government may, by bylaw, assign a name or number to a highway. Furthermore, the City has a Street Names Policy (attached) which states that preference be given to heritage names when selecting names for new streets. The list of suggested heritage street names is attached to the Policy as Schedule "1".

Staff are recommending that correspondence be sent to property owners affected by the potential naming of the dedicated laneways to the north and south of Cliff Avenue, on the eastern side of George Street, in order to notify them of the City's intent and request that they notify Staff of any potential concerns. Should no significant concerns be brought forward which warrant further consideration, Staff are recommending that correspondence be sent to the Enderby & District Heritage Commission requesting that the Commission short-lists a number of potential heritage street names from Schedule

"1" of the Street Names Policy, which are the most meaningful to the area in the vicinity of the lanes. Once Council has considered the recommendations of the Heritage Commission and input from affected property owners, and identified preferred heritage street names for the laneways, Staff will then prepare a bylaw to formally name the laneways.

It should be noted that once the Heritage Commission has short-listed the potential heritage street names, Staff would send the list to the Regional District of North Okanagan (RDNO) for consideration, given that the RDNO administers the 911 addressing service and is responsible for approving new street names. RDNO Staff have advised that when considering a new street name, they consider a number of guidelines including:

1. No duplication of road names within the RDNO;
2. No names that are derogatory in nature;
3. No double-barreled road names (i.e. when two surnames are joined together by a hyphen); and
4. Road names are not to be named after persons still living.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer

Policy Title:	STREET NAMES
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<u>Effective Date:</u>	<u>Authorized By:</u>	<u>Replaces:</u>
July 20, 2015	Mayor and Council Regular Meeting of July 20, 2015	Street Names Policy (Feb 19, 1996)

Purpose: To provide guidance for the naming of streets within the City of Enderby.

Policy: THAT preference be given to heritage names when selecting names for new streets in the City of Enderby, based upon the attached list of heritage street names (Schedule "1") or something mutually agreed upon with the City of Enderby Staff.

## SCHEDULE "1"

### Suggested Heritage Road Names City of Enderby

BAILEY	Robert Bailey arrived with his family in Enderby, 1887. He was town constable and foreman of the city waterworks from it's incorporation until 1929. One of Enderby's foremost town characters, he was personally responsible for ringing the curfew bell and greeting the train each day.
BELL	George Bell built Enderby Trading Company in 1890, and the Bell Block (Cliff, between Maud and Belvedere) in 1906. He was the first Mayor of Enderby, 1905 – 1910, and later became a member of the Legislature in Victoria 1920 – 1928. He was active in the Enderby Methodist Church.
CARLSON	Ben Carlson was born in Enderby; involved in the schools as a teacher and school trustee; active in United Church; City band; Swingsters; Fraternal societies; and Legion.
COLTART	Richard Coltart owned a dairy farm on Gunter Ellison Rd 1904 – 1939. Mayor of Enderby 1915 – 1917; member of City Council 1917 – 1922; active in the formation of creamery and NOCA, Fraternal societies, United Church, and politics.
COULTER	Ed Coulter owned Coulter's General Store next to the bridge 1936 – 1966. Active in the Board of Trade and curling.
DILL	Ed and Art Dill owned Dill Brothers, general merchants and clothing from 1913 – 1938. Ed was a member of City Council 1924 – 1938 and active in curling.
DUNCAN	William and Gordon Duncan were born in Enderby, worked at Enderby Trading Co., partners in Duncan Bros grocery and general merchants 1920 – 1940's. Gordon was a member of City Council 1925 – 1939, active in hockey, baseball, city band, and hospital board.
FARMER	Percy Farmer was accountant for Okanagan Sawmills 1915 – 1921 and manager for B.J. Carney Pole 1924 – 1965. He was Police Magistrate for Enderby 1946 – 1969. Member of City Council 1924 – 1938. Active on hospital Board. Son Pat was postmaster 1947 – 1977 and member of City Council. Wife Joy was active in Cancer Society, Hospital Auxiliary, and Fraternal societies.
FULTON	Andrew Fulton established a hardware store in 1904 – 1920 specializing in the tinsmith and plumbing business. In 1911 he built the present hardware store building on Cliff Ave (now the Library).

- He operated the brickyard 1920 – 1923 and was active on the school board.
- GARDNER John Gardner established a landscaping business in Enderby 1915 – 1925 selling bulbs and seeds. Son R.W. was involved in the forest industry as a contractor.
- HAWKINS Charles Hawkins was a carpenter in Enderby 1907 – 1944. He was Mayor 1925 – 1944, member of Council 1942 – 1944. Active on the hospital board for 21 years, school trustee for 4 years, and United Church organist.
- HUTCHISON William Hutchison operated a blacksmith shop in Enderby 1895 – 1932. He was member of Council. Son Russell owned blacksmith shop 1932 – 1948.
- KEITH Dr. Keith was a “horse and buggy” doctor in Enderby 1905 – 1933.
- LAMBLY Robert and Thomas Lambly pre-empted 160 acres on the Splallumcheen River in 1876 and later divided it into city lots. They built the first warehouse and boat landing, the first frame house, and the Lambly and Enderby Hotel. Active in church, horse racing, and health care.
- LANTZ Locke Lantz was involved in the forest industry 1909 – 1944. He was logging contractor for A.R. Rogers Lumber Co, manager of Clark and Elliot, and finally owned his own sawmill and poleyard in Enderby.
- MACPHERSON Eleanor MacPherson was the mail lady for RR #1 with her team and wagon 1914 – 1934. Active on farm, in Sunday school for United Church. Husband Albert owned undertaking business in Enderby 1913 – 1938. Son John delivered milk for Enderby Creamery and NOCA. Grandson Don owned Interior Motors. Member of City Council and active as Fire Chief.
- MCLEOD G.L. McLeod owned McLeod’s Garage in Enderby 1940’s and 1950’s. First Member of Parliament from the City of Enderby (and only Social Credit) 1953 – 1965. Sons Wayne and Dean owned McLeod’s Insurance. Mayors and members of Council over a number of years.
- MCPMAHON George Ernie McMahon came to Enderby with his family in 1904; worked in Fulton’s Hardware 1911 – 1920; McMahon/Mack Hardware 1920 – 1920; McMahon Hardware until 1950. Was



- alderman 1928 – 1944 and Mayor 1944 – 1946. Active in Fraternal societies, curling and conservative party.
- MOFFET F.V Moffet was manager of Columbia Flouring Mills 1904 – 1914. “Moffet’s Flour” was sold in BC and the Orient. The Moffet house was the social centre of Enderby.
- MURPHY Paddy Murphy owned the King Edward Hotel 1905 – 1945 with his brother Jim. Famous for his thoroughbred race horses and his willingness to share a dime. Also owned hotels in Vernon and Revelstoke.
- PEEL Robert Peel worked as accountant and partner for Enderby Trading Co 1898 – 1929. Member of City Council 1917 – 1923 and school board trustee. Son Ted was an accountant and owned a number of businesses. Member of City Council, active in Anglican Church, and Fraternal societies. Wife Gertrude was a news reporter and active in the Hospital Auxiliary, Cancer Society, IODE, Queens, and Fraternal societies.
- PRITCHARD John Pritchard was born in the area, operated Pritchard Motors 1942 – 1959. Was school bus driver 1939 – 1977; active in Lions Club, Hospital Board, and Fire Department.
- REEVES Art Reeves owned Enderby’s drug store 1907 – 1945. Brother Chris had insurance business 1920 – 1952. Was active on Hospital Board.
- ROBERTS Sam Roberts arrived in Enderby in 1911, farmed and worked as a butcher. Son Alex farms and works for Mountain View Electric. Active in Anglican Church. Son Robert worked for City of Enderby and active in Lions Club.
- RUTTAN John Ruttan was a building contractor responsible for Fortune School and the Drill Hall. Mayor 1911 – 1913. Member of Council 1910.
- SPARROW Ted Sparrow moved to Enderby with his family in 1908 and operated Palace Livery. Son Ed Sparrow owned Sparrow’s Drug Store 1945 – 1969. Active in hockey and curling. Sons George and Rod active in hockey and basketball.
- SPEERS Sid Speers operated Speers Department Store 1913 – 1975. Active in curling, hockey, Fraternal societies.

SUTHERLAND

John Sutherland started Sutherland's Bakery 1907 – 1910. Son Jim opened the Sutherland Bakery 1932 – 1972. Member of Council 1946 – 1948.

WOODS

William Woods moved to Enderby in 1895 to manage Enderby Trading Co. He had a partnership in the store until 1931. Active in city band, hockey and baseball. Wife Alice active in United Church and hospital.

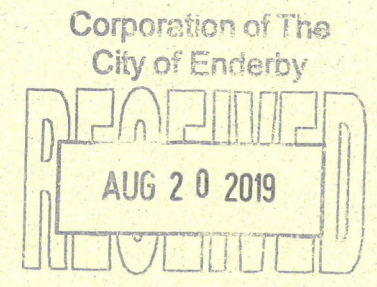
Agenda



Ref: 247226

August 15, 2019

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



Dear Mayor McCune and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your successful efforts to measure and reduce your corporate greenhouse gas emissions for the 2018 reporting year.

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

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

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

As a Charter signatory who has achieved Level 1 recognition and additionally completed a corporate carbon inventory for the 2018 reporting year and demonstrated familiarity with your community's community energy and emissions inventory, you have been awarded Level 2 recognition – 'Measuring GHG Emissions.'

In recognition of your achievements, the GCC is pleased to provide you with climate action community branding for use on official websites and letterheads. An electronic file with the 2018 logo will be provided to your Chief Administrative Officer via email. Also enclosed is a *BC Climate Action Community 2018* window decal, for use on public buildings.

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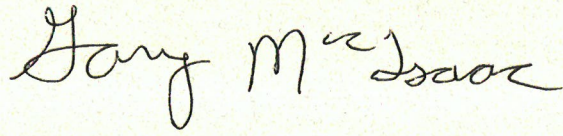
Mayor McCune and Councillors  
Page 2

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

Sincerely,



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



Gary Maclsaac  
Executive Director  
Union of British Columbia Municipalities

Enclosures



## GCC Communiqué on the Climate Action Recognition Program

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B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2018 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

### **Level 1: Demonstrating Progress on Charter Commitments**

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments receive a letter from the GCC acknowledging their accomplishments.

### **Level 2: Measuring GHG Emissions**

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2018' logo, for use on websites, letterhead, etc.

### **Level 3: Accelerating Progress on Charter Commitments**

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader' logo, for use on websites, letterhead, etc.

### **Level 4: Achievement of Carbon Neutrality**

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the *Recognition Program* are based on the information included in each local government's annual CARIP public report. For more information on CARIP and the public reporting requirements go to:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip>

