

**REGULAR MEETING OF COUNCIL  
AGENDA**

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**DATE:** Monday, October 7, 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 September 3, 2019 **P1**

Regular Meeting Minutes of September 16, 2019 **P8**

**3. PUBLIC AND STATUTORY HEARINGS**

0004-19-ZTA-END (Morris)

Background: Memo prepared by Planner and Deputy Corporate Officer dated August 26, 2019 **P12**

**4. PETITIONS AND DELEGATIONS**

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

**6. BYLAWS**

City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1684, 2019 **P24**  
*3<sup>rd</sup> reading and adoption*

City of Enderby 2020-2023 Tax Exemption Bylaw No. 1685, 2019 **P26**  
*1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings*

**7. REPORTS**

Mayor and Council **Verbal**

Area F Director **Verbal**

**8. NEW BUSINESS**

Ride Sharing Resolution UBCM Endorsement

**P29**

Memo prepared by Chief Administrative Officer dated October 3, 2019

2020-22 Residential Refuse Pickup Contract

**P42**

Memo prepared by Chief Financial Officer dated October 1, 2019

Jaws Equipment Purchase

**P43**

Memo prepared by Chief Financial Officer dated October 1, 2019

Promotional Merchandise Quote and Recommendation for Direction

**P44**

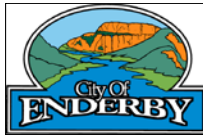
Memo prepared by Clerk-Secretary dated October 2, 2019

**9. PUBLIC QUESTION PERIOD**

**10. CLOSED MEETING RESOLUTION**

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

**11. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Tuesday, September 3, 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  
Planner and Deputy Corporate Officer – Kurt Inglis  
Recording Secretary – Laurel Grimm

Other: The Press and Public

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### **APPROVAL OF AGENDA**

Moved by Councillor Baird, seconded by Councillor Schreiner  
*“THAT the September 3, 2019 Council Meeting agenda be approved as circulated.”*  
CARRIED

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of August 12, 2019  
Moved by Councillor Schreiner, seconded by Councillor Knust  
*“THAT the August 12, 2019 Council Meeting minutes be adopted as circulated.”*  
CARRIED

Moved by Councillor Schreiner, seconded by Councillor Knust  
*“THAT Council resolves to go into Committee of the Whole to consider amending the August 12, 2019 Committee of the Whole minutes previously adopted.*

*AND THAT Council amends the previously adopted Committee of the Whole minutes of August 12, 2019 to replace ‘Coffee meeting with Council for the Village of Chase on October 1, 2019’ with ‘Coffee meeting with Council to be hosted October 1, 2019.’*

*AND FURTHER THAT the Committee of the Whole rises and reports its resolution.”*  
CARRIED

## **PETITIONS AND DELEGATIONS**

### Proclamation of National Health and Fitness Day

Sheryl Hay, Enderby and District Recreation Services, spoke to the proclamation and its relevance to Enderby recently being named Canada's Most Active Community.

Moved by Councillor Baird, seconded by Councillor Schreiner

*"THAT Council declares the first Saturday in June as National Health and Fitness Day.*

*AND THAT Council authorizes the Mayor and Corporate Officer, respectively, to sign and seal the proclamation."*

CARRIED

### Okanagan Regional Library

Jeremy Sundin, Chief Financial Officer, presented on behalf of the Okanagan Regional Library (ORL). The following points were discussed:

- The ORL has 32 branches in the Okanagan Region which includes space at UBCO and the Administrative Building in Kelowna.
- Enderby is the only municipality which has been charging property tax to their facilities.
- Every other permissive tax exemption applicant that applied was successful other than the ORL.
- Stated that if the ORL owner the property instead of leasing the exemption would be automatic.
- The reasoning for being denied the exempt status was that both the City and Area F use this service and therefore Area F should be responsible for a portion of the exemption, which would be better obtained through the ORL's ability to requisition.
- ORL has no ability to target a particular community or communities with its requisition, so it is spread across the region. The ORL board will be reviewing the Financial Allocation Model Analysis during the next year.

Council advised Mr. Sundin that it would consider his request later in the agenda along with the other permissive tax exemptions.

## **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

Moved by Councillor Shishido, seconded by Councillor Davyduke

*"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."*

CARRIED

*Councillor Baird declared a conflict of interest due to an employment relationship and left the room (4:51 p.m.)*

0004-19-ZTA-END

Legal: Lot A Section 27 Township 18 Range 9 W6M Kamloops Division Yale District Plan 27938  
Plan: KAP59880 (Except Plan 65977)  
Address: 145 Gunter Ellison Road, Enderby BC  
Applicant: Eric and Cherie Morris

Moved by Councillor Knust, seconded by Councillor Shishido  
*“THAT Zoning Bylaw Amendment Bylaw No. 1684, 2019 be given First and Second Reading and forwarded to a Public Hearing.”*

CARRIED

*Councillor Baird re-entered the room (4:54 p.m.)*

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

UBCM 2019 Resolution on Transportation Network Services

Moved by Councillor Schreiner, seconded by Councillor Davyduke  
*“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;*

*AND FURTHER THAT Council directs staff to circulate the resolution to municipalities and regional districts in British Columbia to seek its support at the 2019 Union of British Columbia Municipalities convention.*

CARRIED

**BYLAWS**

None

**REPORTS**

Childcare Planning Grant Progress

Kara Wilhelms, project manager, presented an update on the community childcare planning process. This includes building an inventory, needs assessment and action plan for improving access to childcare in the community. A childcare survey to help understand the needs, availability, and opportunities in Enderby and area went live on August 30, 2019 and will be available until mid-October.

Salmon Arm Security Services

Prasad Sumanth of Salmon Arm Security gave a presentation. Contract completion date is September 17, 2019.

- Lots of positive feedback received from the community

- This summer had a heavy focus on the education component

Highlights included educating residents about the off-leash dog park and reuniting a missing child with their family. Alternating patrol times were implemented so that the security presence was available at unpredictable times. Public security is measured more by deterrence than incidents.

#### Area F Director

Problems with tubers on the Shuswap River and continuing to identify and implement solutions. Discussions with the Ministry of Transportation and Infrastructure about putting up additional signs. RCMP has suggested that a shuttle service be implemented to manage parking issues.

Some concerns have been noted about telecommunications towers being installed on or near residential properties in Area F.

Attended the Friday Night Lights. Was a great event.

Looking to meet in October to brainstorm solutions for dealing with river concerns.

#### Mayor and Council Reports

##### Councillor Davyduke

- Attended Friday Night Lights; there were some issues with garbage collection.
- NexusBC Community Resource Centre
  - o Youth program available in Enderby for persons aged 18-24. Pre-requisite is that you cannot be on employment insurance. These are one on one meetings with a 75% success rate.
- WorkBC
  - o WorkBC Assistive Technology Services – Access funding for a product or service that will help you overcome barriers to work.
  - o Open House on September 19, 2019 from 3:00 p.m. to 5:00 p.m.

##### Councillor Case

- Attended Friday Night Lights. A large number of cars registered for the event. Restaurants and food trucks were sold out of product.
- Identified a pothole on Old Salmon Arm Road. Staff would refer it to AIM Roads as it is within the Province's jurisdiction.

##### Councillor Schreiner

- Asked staff to research formulas for calculating the economic impact of community events.

##### Mayor McCune

- Shuswap Tourism is looking for another member to sit on the board. He suggested that the Chamber of Commerce should appoint the representative given the Chamber's role in tourism.
- Highway 97A yellow lines north of Enderby need to be reviewed. Passing lanes may not be appropriate to road conditions, design, and posted speeds. Staff to speak with the Ministry of Transportation and Infrastructure on these concerns.
- Discussion on community composting incentive. There may be interest in the community to have a compost bin that could be located adjacent to the Harvest Hut. Approximate

costs are \$170/month. There was a discussion on how to manage smell and cross-contamination from illegal dumping.

- Cops for Cancer 2019 ride on September 5, 2019.
- Community to Community meeting scheduled for September 9, 2019 at 9:00 a.m.
- Attended the Quaaout Lodge meeting information session on doctor shortages
- Alyson Witts has collected flyers posted on poles around town, including several for out-of-town, illegal cannabis dispensaries. Contact will be made with these entities to advise them of proper channels for promotion.

Chief Administrative Officer

- Verbal update on Reservoir Road construction. On schedule at this time. The water line condition is such that it will not need to be repaired in full, so the original plan to replace the water services will continue. There will be a realignment to one part of the water line that is too close to the bank on a sharp corner. There will also be a need to add a fire hydrant, which will need to be connected to the Reservoir Road main. Part of Revel has been excavated for the planned separation of the storm and sanitary sewer infrastructure, but the street base is in poor condition on the entire road, so the project team is evaluating whether additional reconstruction of Revel may be advisable and more cost-effective than doing it as a stand-alone project.

Councillor Knust

- Requested semi-annual reports from Citizens on Patrol, Bylaw Enforcement and Fire Department.

**NEW BUSINESS**

2020-2023 Permissive Tax Exemptions

Moved by Councillor Schreiner, seconded by Councillor Case

*“THAT Council approves providing the properties listed below with a permissive tax exemption for the 2020-2023 taxation years:*

<i>Pioneer Place Society</i>	<i>1104 Belvedere Street</i>	<i>\$11,828</i>
<i>Enderby &amp; Dist. Senior Citizens Complex</i>	<i>606 Stanley Avenue</i>	<i>\$2,147</i>
<i>Enderby &amp; Dist. Senior Citizens Complex</i>	<i>1011 George Street</i>	<i>\$3,739</i>
<i>Provincial Rental Housing</i>	<i>708 Granville Avenue</i>	<i>\$18,002</i>
<i>Enderby Fraternal Hall Society</i>	<i>507 Mill Avenue</i>	<i>\$1,242</i>
<i>Royal Canadian Legion</i>	<i>909 Belvedere Street</i>	<i>\$1,452</i>
<i>St. Andrew's United Church - Trustee</i>	<i>606 Regent Avenue</i>	<i>\$1,034</i>
<i>St. Andrew's United Church - Trustee</i>	<i>1110 Belvedere Street</i>	<i>\$708</i>
<i>Enderby Evangelical Chapel</i>	<i>706 Mill Avenue</i>	<i>\$880</i>
<i>Synod Diocese of Kootenay</i>	<i>602 Knight Avenue</i>	<i>\$1,098</i>
<i>Synod Diocese of Kootenay</i>	<i>608 Knight Avenue</i>	<i>\$535</i>
<i>Enderby Jehovah Witnesses</i>	<i>115 George Street</i>	<i>\$3,190</i>
<i>Roman Catholic Bishop of Kamloops</i>	<i>1406 George Street</i>	<i>\$1,106</i>
<i>Seventh-Day Adventist Church</i>	<i>703 Old Vernon Street</i>	<i>\$2,777</i>
<i>172965 Canada Ltd - City Hall Parking Lot</i>	<i>907 George Street</i>	<i>\$2,320</i>
<i>City of Enderby - Drill Hall</i>	<i>208 George Street</i>	<i>\$5,266</i>
<i>City of Enderby - Drill Hall Parking Lot</i>	<i>206 George Street</i>	<i>\$923</i>
<i>City of Enderby - Drill Hall Parking Lot</i>	<i>204 George Street</i>	<i>\$1,498</i>
<i>City of Enderby - Museum</i>	<i>903 George Street</i>	<i>\$5,090</i>
<i>City of Enderby - Info Centre</i>	<i>700 Railway Street</i>	<i>\$1,608”</i>

CARRIED

Moved by Councillor Schreiner, seconded by Councillor Davyduke  
*“THAT the City of Enderby agrees to contribute its proportionate share of the 2020 property taxes for that portion of the property located at 514 Cliff Avenue, Enderby BC, leased by Okanagan Regional Library, based on the total assessed values of the City of Enderby and Area F of the Regional District of the North Okanagan;*

*AND THAT the City of Enderby invites discussion with the Regional District of the North Okanagan with respect to a contribution for the remaining value that is attributed to Area F;*

*AND FURTHER THAT staff are directed to bring back a recommendation as to whether this value be paid as a Grant in Lieu or Property Tax Exemption to the Okanagan Regional Library.”*

CARRIED

OPPOSED Councillor Knust/Baird

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

Moved by Councillor Case, seconded by Councillor Baird

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

CARRIED

Naming of Laneways to the North and South of Cliff Avenue

Moved by Councillor Baird, seconded by Councillor Knust

*“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 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 prepare the required bylaw to formally name the laneways following consideration of the recommendations of the Heritage Commission and input of affected property owners.*

CARRIED

Green Communities Committee Correspondence

Moved by Councillor Case, seconded by Councillor Davyduke

*“THAT the Green Communities Committee Correspondence be received and filed.”*

CARRIED

**PUBLIC QUESTION PERIOD**

None



**CLOSED MEETING RESOLUTION**

Moved by Councillor Baird, seconded by Councillor Davyduke (6:07 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) (f) and (k) and 90 (2) (b) of the Community Charter.”*

CARRIED

**ADJOURNMENT**

Moved by Councillor Knust, seconded by Councillor Schreiner

*“That the regular meeting of September 3, 2019 adjourn at 7:00 p.m.”*

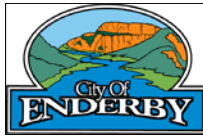
CARRIED

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**MAYOR**

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**CORPORATE OFFICER**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, September 16, 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 – Jen Bellamy  
Planner and Deputy Corporate Officer – Kurt Inglis  
Recording Secretary – Laurel Grimm

Other: The Press and Public

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### **APPROVAL OF AGENDA**

Moved by Councillor Baird, seconded by Councillor Davyduke  
*“THAT the September 16, 2019 Council Meeting agenda be approved as circulated.”*  
CARRIED

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of September 3, 2019  
Moved by Councillor Knust, seconded by Councillor Shishido  
*“THAT the September 3, 2019 Council Meeting minutes be adopted as amended.”*  
CARRIED

### **PUBLIC AND STATUTORY HEARINGS**

0004-19-ZTA-END (Morris)  
Deferred to the October 7, 2019 regular Council meeting.

### **PETITIONS AND DELEGATIONS**

None

**BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS****Okanagan Regional Library – 2020 Contribution**

Moved by Councillor Schreiner, seconded by Councillor Case  
*“THAT Council approves providing the Okanagan Regional Library with an operating grant in 2020 equal to the City of Enderby’s share of the property taxes based on the total assessed values of the City of Enderby and Area F of the Regional District of the North Okanagan.”*

CARRIED

Staff advised Council that the Area F Director and the Regional District of the North Okanagan are evaluating Council’s request to fund their share of the cost.

**BYLAWS**

City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1684, 2019  
 Deferred to the October 7, 2019 regular Council meeting.

**REPORTS****Mayor and Council Reports****Councillor Shishido**

Provided an overview of the Enderby and District Chamber of Commerce meeting. Discussions on Salmon Arm Security and feedback received from local businesses. There seems to be a lot of residential interest but not as much from the business sector.

Councillor Shishido provided an overview of Friday Night Lights:

- Sponsorships revenue was lowered than expected despite a great event.
- Master contracts for food vendors are being considered as a way to eliminate vendors paying after the event is held.
- Volunteers getting burnt out from placing and moving barricades. Staff advised that Public Works can do this, but there is a cost involved. At this time, Public Works takes all of the barricades and drops them at a safe location near the designated spots and then picks up all of the barricades on the next regular working day, which can be done without any additional cost for call-outs or overtime.
- Business Awards Gala to be held every second year.
- The Chamber AGM will mark its 40<sup>th</sup> Anniversary. It will be hosted at the Legion in November.

**Councillor Davyduke**

Councillor Davyduke inquired whether the City of Enderby has ever participated in the Armstrong Interior Provincial Exhibition parade and events. Other communities in the region participate and this may be an event Council would want to consider being a part of.

**Councillor Case**

Previously discussed in Committee of the Whole.

Councillor Schreiner

Previously discussed in Committee of the Whole.

Councillor Knust

Previously discussed in Committee of the Whole.

Councillor Baird

Previously discussed in Committee of the Whole.

Chief Administrative Officer

The Chief Administrative Officer gave an update on the Arena. Ice was being put in this past weekend and testing was done for a suspected brine leak. After pressure testing did not indicate a leak, it was concluded that there was air trapped in the lines which gave the impression of a brine loss as the air made its way through the system and eventually escaped. Recreation Services working on updating the trophy cases.

The Reservoir Road project is on schedule, although the original schedule was very close and it is weather dependent. Funding is available in the contingency budget to complete construction of Revel Crescent, which will be a savings to the City compared to doing the work as a stand-alone project at a future date. The contractor is anticipating construction completion in the fourth week of October 2019.

*Councillor Baird left the room (4:57 p.m.)*

*Councillor Baird entered the room (4:58 p.m.)*

RDNO Building Permit Summary for August 2019

Moved by Councillor Baird, seconded by Councillor Schreiner

*“THAT Council receives and files the RDNO Building Permit Summary for August 2019.”*

CARRIED

Council requested clarification on the total demolition costs. Staff to request more information from the Regional District of the North Okanagan.

**NEW BUSINESS**Bylaw Enforcement Statistics for Second Period of 2019 (May-Aug)

Moved by Councillor Baird, seconded by Councillor Shishido

*“THAT Council receives and files the Bylaw Enforcement Statistics for Second Period of 2019 (May-Aug) memorandum.”*

CARRIED

The Planner and Deputy Corporate Officer gave an update on staff hours connected with bylaw enforcement and recent statistics.

Update on Citizens on Patrol

Moved by Councillor Shishido, seconded by Councillor Baird

*“THAT Council receives and files the Update on Citizens on Patrol memorandum.”*

CARRIED

The Planner and Deputy Corporate Officer gave an overview of the report. The City has received a number of applications and will be running another recruitment session in the Fall.

Proposed Date and Time for 2019 Business Walk

Moved by Councillor Davyduke, seconded by Councillor Baird

*“THAT the 2019 Business Walk be scheduled for October 18, 2019 at 9:30 a.m.;*

*AND THAT the Enderby and District Chamber of Commerce and Community Futures of the North Okanagan be advised of the date and time of the 2019 Business Walk and be invited to participate.”*

CARRIED

License of Occupation – Synod of the Diocese of Kootenay (608 Knight Avenue)

Moved by Councillor Baird, seconded by Councillor Case

*“THAT Council authorizes the Mayor and Corporate Officer to execute the License of Occupation with the Synod of the Diocese of Kootenay for the purposes of a concrete wheelchair ramp at 608 Knight Avenue, Enderby BC.”*

CARRIED

**PUBLIC QUESTION PERIOD**

Brooke Hovey, *Okanagan Advertiser*, asked about a housing strategy for Enderby. The City is participating in a grant-funded RDNO initiative to complete its housing needs assessment.

**CLOSED MEETING RESOLUTION**

Moved by Councillor Shishido, seconded by Councillor Case (5:14 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) (e) (f) and (k) of the Community Charter.”*

CARRIED

**ADJOURNMENT**

Moved by Councillor Knust, seconded by Councillor Davyduke

*“That the regular meeting of September 16, 2019 adjourn at 6:14 p.m.”*

CARRIED

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**MAYOR**

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**CORPORATE OFFICER**

Agenda

**CITY OF ENDERBY  
ZONING TEXT AMENDMENT APPLICATION**

File No.: 0004-19-ZTA-END

August 26, 2019

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**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:

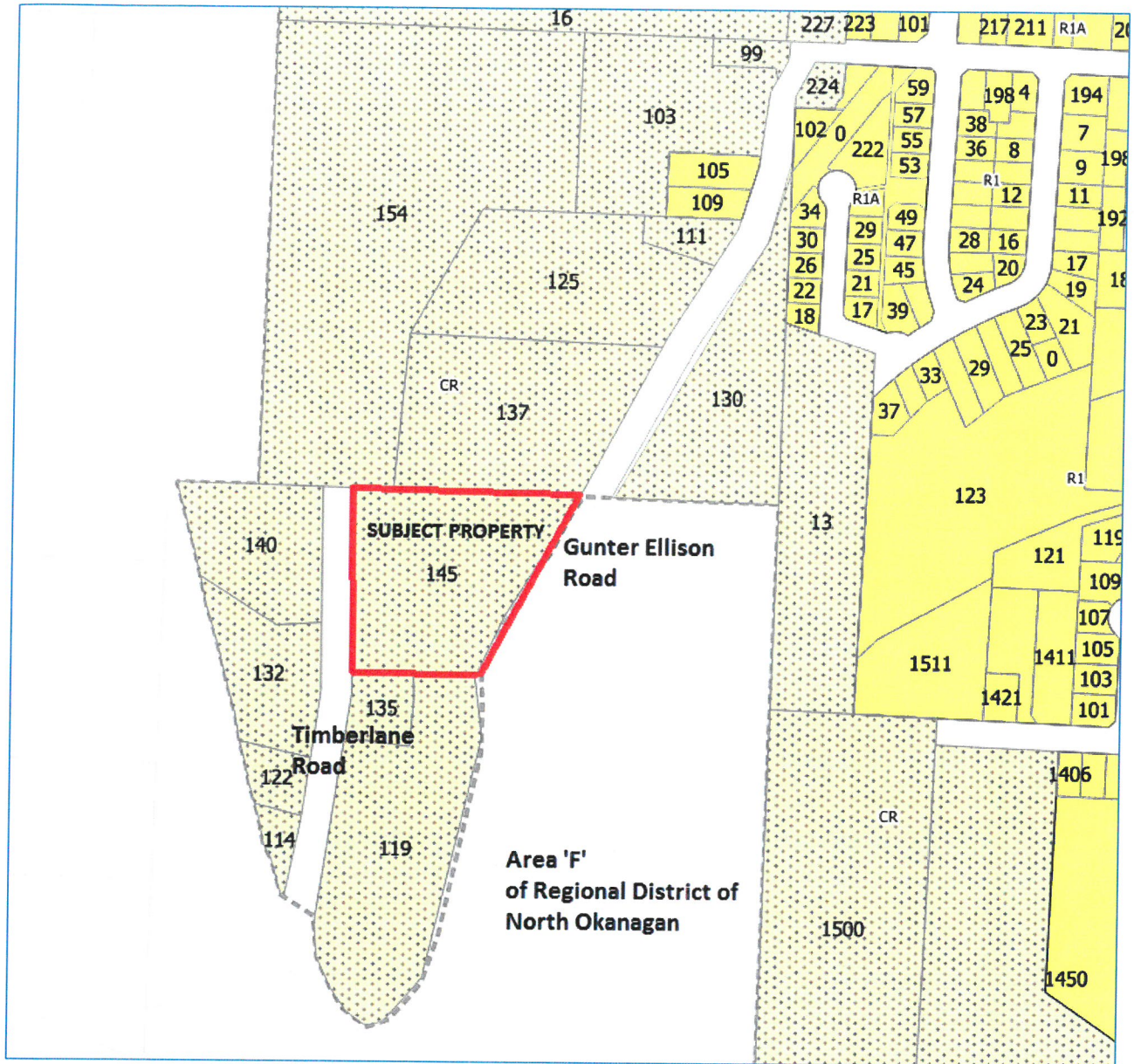


Figure 1: Zoning Map

Dotted - Country Residential (C.R)

Yellow - Residential Single Family (R.1/R.1-A)



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**

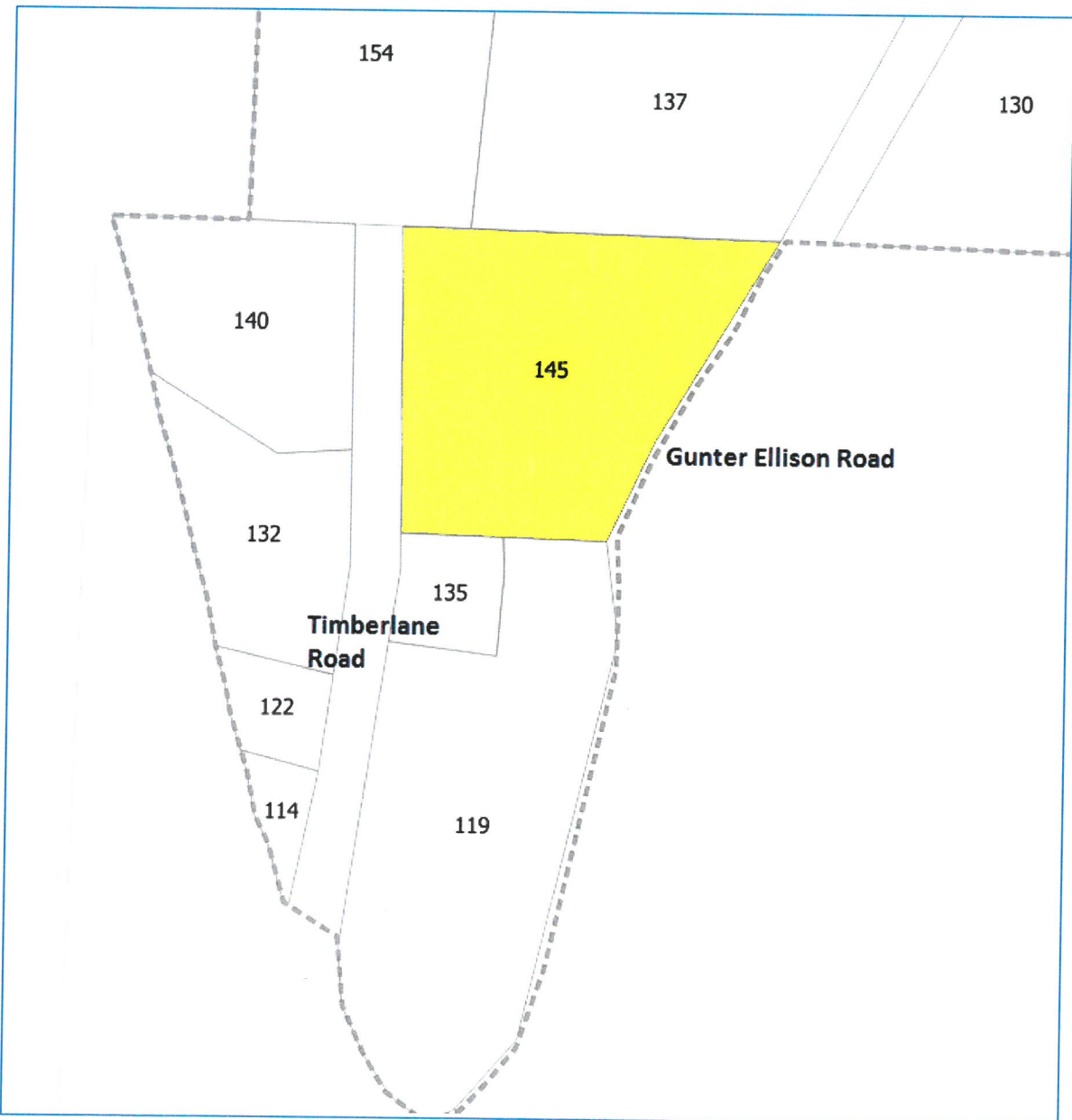
**File:** 0004-19-ZTA-END

**Applicant:** Eric Morris

**Owner:** Eric and Cherie Morris

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

---



# DOUG CLARK ,ROWP

228 Beattie Rd.  
Enderby, BC VOE 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 VOE 1V0

Legal: Lot A Plan 27938 ODYD

### To whom it may concern

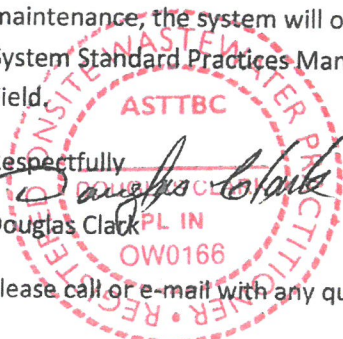
This letter certifies that the above referenced property will support a 2 bedroom with a Type 1 sewage system, including a reserve field area. The site is on the East Side of Timberline Road near its termination to the North. ( See Map enclosed)

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 V0E 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>	Are the property details correct?	<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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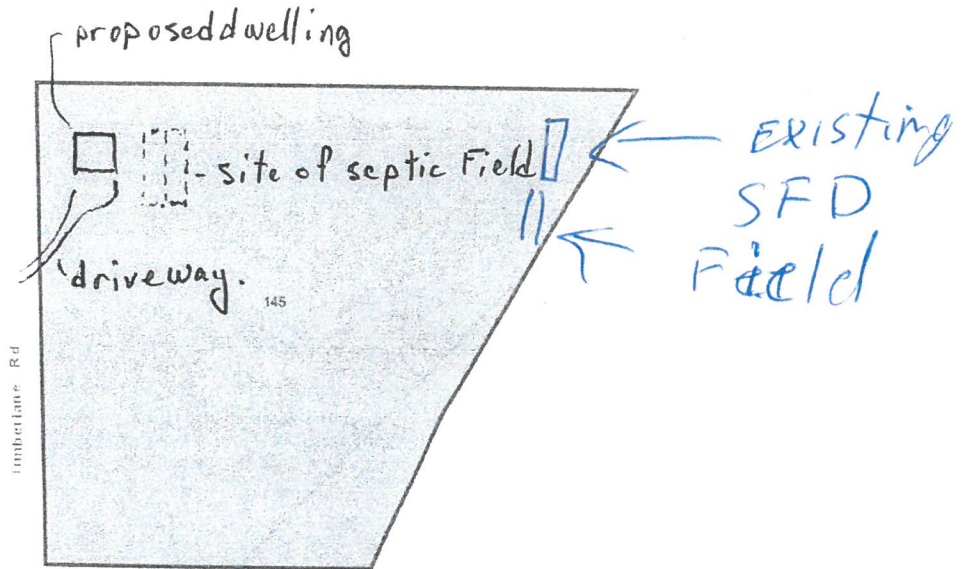
Map

Neighbouring properties

Sample sold properties



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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

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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 to accompany a single family dwelling/mobile home 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 3<sup>rd</sup> day of September, 2019.

READ a SECOND time this 3<sup>rd</sup> day of September, 2019.

Advertised on the 5<sup>th</sup> day of September, 2019 and the 12<sup>th</sup> day of September, 2019 and a Public Hearing held pursuant to the provisions of Section 464 of the *Local Government Act* on the 16<sup>th</sup> day of September, 2019.

READ a THIRD time this 7<sup>th</sup> day of October, 2019.

ADOPTED this 7<sup>th</sup> day of October, 2019.

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MAYOR

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CORPORATE OFFICER

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

**BYLAW NO. 1685**

A bylaw of the Corporation of the City of Enderby to exempt certain properties from taxation for the years 2020 to 2023.

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

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

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

- j. **Folio 208.0358.004** - Lot 1, Plan KAP27530, DL 150 [PID 004-825-683] [602 Knight Avenue]. Registered Owner and Occupier – **Synod of the Diocese of Kootenay**.
- k. **Folio 208.0356.000** - Lot 2, Plan KAP20377, Section 26, Township 18, Range 9, Meridian W6 [PID 003-932-150] [608 Knight Avenue]. Registered Owner and Occupier – **Synod of the Diocese of Kootenay**.
- l. **Folio 208.0607.100** - Lot 1, Plan KAP10055, DL 150 [PID 009-593-764] [115 George Street]. Registered Owner and Occupier - **Trustees of the Enderby Congregation of Jehovah's Witnesses**.
- m. **Folio 208.0618.200** - Lot 1, Plan KAP12491, DL 150 [PID 009-422-323] [1406 George Street]. Registered Owner and Occupier - **Roman Catholic Bishop of Kamloops**.
- n. **Folio 208.0269.100** - Lot 4, Block 14, Plan KAP211A, DL 150 [PID 009-553-479 & PID 012-593-851] [907 George Street]. Registered Owner - **172965 Canada Limited c/o Imperial Oil Limited**. Occupier - **The Corporation of the City of Enderby** (Parking lot behind City Hall).
- o. **Folio 208.0492.000** - Lot 1, Block 3, Plan KAP920, DL 150 [PID 009-974-148] [208 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby Drill Hall Committee** (Drill Hall).
- p. **Folio 208.0493.000** - Lot 2, Block 3, Plan KAP920, DL 150 [PID 009-974-164] [206 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby Drill Hall Committee** (Drill Hall Parking Lot).
- q. **Folio 208.0494.000** - Lot 3, Block 3, Plan KAP920, DL 150 [PID 009-974-083] [204 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier - **Enderby Drill Hall Committee** (Drill Hall Parking Lot).
- r. **Folio 208.0270.000** - Lot 2, Block 14, Plan KAP211A, DL 150, KDYD, REFERENCE POSTING PLAN KAP37747 Lot 3, Block 14, Plan KAP211A, DL 150, KDYD, EXCEPT THE EASTERLY 30.3 FT [PID 012-593-877 & PID 012-593-842] [903 George Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby & District Community Museum Society**.
- s. **Folio 208.0602.000** - Lot 2, Plan KAP211B, DL 149, KDYD, EXC SHUSWAP AND OKANAGAN RAILWAY SRW AS SHOWN ON PL OF BELVEDERE Lot 3, Plan KAP211B, DL 149, KDYD, EXCEPT SHUSWAP AND OKANAGAN RAILWAY R/W AS SHOWN ON PLAN OF BELVEDERE [PID 012-826-901, PID 012-826-910 & PID 012-826-928] [700 Railway Street]. Registered Owner - **The Corporation of the City of Enderby**. Occupier – **Enderby & District Chamber of Commerce** (Information Centre).
- t. **Folio 208.0212.000** - Lot 9, Block 11, Plan KAP211A, DL 150 KDYD Lot 8, Block 11, Plan KAP211A, DL149-150, KDYD [PID 012-453-463 & PID 012-453-447] [703 Old Vernon Street]. Registered Owner and Occupier - **Seventh-day Adventist**

**Church (BC Conference).** 50% of the land to be exempt and 70% of improvements to be exempt.

2. The term of the exemptions shall be for four years.
3. This bylaw may be cited as the **“City of Enderby 2020-2023 Tax Exemption Bylaw No. 1685, 2019”**.
4. **“City of Enderby 2019 Tax Exemption Bylaw No. 1662, 2018”** is hereby repealed.

**READ A FIRST TIME** this \_\_\_\_ day of October, 2019;

**READ A SECOND TIME** this \_\_\_\_ day of October, 2019;

**READ A THIRD TIME** this \_\_\_\_ day of October, 2019;

**ADOPTED** this \_\_\_\_ day of October, 2019.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

Agenda

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: October 3, 2019  
Subject: Ride-Sharing Resolution UBCM Endorsement

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**RECOMMENDATION**

THAT Council receives and files the 2019 UBCM Annual Convention Resolutions Decisions and this memorandum.

**BACKGROUND**

At its September 3, 2019 meeting, Council endorsed the submission of a late resolution to the Union of British Columbia Municipalities respecting ride-sharing (also known as transportation network services), for consideration at the 2019 convention. The resolution, titled *Enabling Viable and Competitive Transportation Network Services in Small Rural and Remote Communities*, is attached. The resolution was also sent, in advance of the convention, to all municipalities and regional districts in British Columbia.

The intent of the resolution is to make ride-sharing viable and competitive in small, rural, and remote communities. In these communities, it is often not viable for taxis or public transit to operate or, if they do operate, the service level does not meet the needs of residents due to economic constraints. When the provincial regulations on transportation network services were released, it became apparent that the intent was to “level up” the regulatory regime to something approaching what is required for taxis.

This approach has effectively prohibited the ability of ride-sharing companies to become established in small, rural, and remote communities where there is a smaller population base to draw upon and an increased likelihood that ride-share operators will only be doing this work on a part-time or casual basis. In short, the economics of regulatory compliance do not support a viable ride-share industry in small markets.

In order to strike a balance between the needs of small markets and the desire for a level playing field where there is a strong taxi industry, the following resolution was proposed by the City of Enderby:

*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*

At the UBCM 2019 Convention, the City of Enderby's resolution on transportation network services was one of five late resolutions. Of the five, it was the only one that was admitted for debate that was endorsed by the UBCM members.

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.



## 2019 UBCM Annual Convention – Resolutions Decisions

The following is a summary of the resolutions debate at the 2019 UBCM Annual Convention. Amendments are shown in detail, with bold to show new, added words, and strike through to show words that were deleted. The final, exact wording of any amendments will appear in the Convention Minutes.

### Special Resolutions

SR1	Provincial Consultation with Local Governments	Endorsed
SR2	Modernizing Development Financing	Endorsed
SR3	Pre-Hospital Emergency Services	Endorsed

### Section A

A1	Provincial Responsibility for <i>Fire Services Act</i> and Regulations	Endorsed
A2	Cannabis Revenue Sharing with Local Governments	Endorsed
A3	Increase Provincial RCMP Contribution	Endorsed
A4	United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP)	Endorsed as Amended:

Therefore be it resolved that the Province of British Columbia provide clarity to local governments regarding implementation of United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) processes and framework;

And be it further resolved that the Province of British Columbia provide a clear delineation of the responsibilities of local governments in relation to the implementation of these processes **after full consultation with local governments, both rural and urban.**

### Section B – Part 1

The Section B – Part 1 resolutions were introduced as a block. The block included resolutions B1 to B74. Resolutions B7, B25, B35, B43, B65 and B71 were pulled from the block for individual consideration.

B1	Change the Requirements for Public Notification	Endorsed
B2	Municipal Boundary Extension Consultation	Endorsed
B3	Local Government Autonomy	Endorsed
B4	Proceeds of Crime	Endorsed
B5	Criminal Justice Reform	Endorsed
B6	Victims Services Funding	Endorsed
B7	Safer Slower Streets: 30km/h Residential Street Pilot	Endorsed as Amended:

Therefore be it resolved that the Minister of Transportation and Infrastructure be asked to consider an amendment to the *Motor Vehicle Act* that would allow incorporated municipalities **and regional districts** to institute blanket speed zones in residential areas.;

~~And be it further resolved this resolution be presented at the UBCM.~~

B8	Local Government Photo Radar Implementation	Endorsed
B9	Equitable Funding for Highway Rescue Services	Endorsed
B10	Search and Rescue – Sustainable Funding	Endorsed
B11	Downloading of Responsibility for Emergency Services	Endorsed
B12	Funding for Climate Change Adaptation - Flood Protection	Endorsed
B13	Provincial Forest Management	Endorsed
B14	Online Voting	Endorsed
B15	Funding for Design of Cycling Infrastructure (Bike Lanes) for Local Governments	Endorsed
B16	Alternative Transportation Infrastructure	Endorsed
B17	Shipment of Dangerous Goods by Rail	Endorsed
B18	BC Ferries Service Levels	Endorsed
B19	Extension of Vacancy Taxation Authority to Local Governments	Endorsed
B20	PST Exemption for Fire Apparatus and Firefighter Personal Protective Equipment	Endorsed
B21	Strong Fiscal Futures	Endorsed
B22	Isolation Allowance	Endorsed
B23	Revenue Sharing	Endorsed
B24	Provincial Download	Endorsed
B25	Elected Local Government Officials Participation in the Municipal Pension Plan	Endorsed
B26	Fire Department Capital Funding Program	Endorsed
B27	Support for Fire Services	Endorsed
B28	Rural Library Funding	Endorsed
B29	Restoring Sustainable Provincial Library Funding Levels	Endorsed
B30	Property Transfer Tax Redistribution for Affordable Housing	Endorsed
B31	Share of Liquor Tax for Policing	Endorsed
B32	Agricultural Support Services	Endorsed
B33	BC Hydro – Streetlight Inefficiency	Endorsed
B34	Short Term Rentals Assessment Classification	Endorsed
B35	Varied Tax Rate for the Residential Class	Not Endorsed
B36	Legislation of Old Growth Management Areas	Endorsed
B37	Forestry Development Plan Referral Best Practices	Endorsed
B38	Private Unmanaged Forest Land	Endorsed
B39	Southern Mountain Caribou	Endorsed
B40	Professional Reliance	Endorsed
B41	Brownfield Remediation	Endorsed
B42	Comprehensive Provincial Single-Use Item Reduction Strategy	Endorsed
B43	Subsidized Recycling Options for Small Municipalities	Endorsed as Amended:

Therefore be it resolved that UBCM lobby the provincial government **to ensure the intent of the Recycling Regulation is met and that Extended Producer Responsibility programs deliver service to communities regardless of the size and location provide financial aid to small municipalities for the increase of recycling options including plastics, glass and bottles at recycling and transfer stations regardless of the size and location** of each municipality in the Province of BC.

B44	Tax Exemption for Electric Bicycles	Endorsed
B45	Funding for BC Parks Management	Endorsed
B46	Private Commercial Forest Land Consultation with Local Government	Endorsed
B47	Logging in the Urban Interface	Endorsed
B48	Private Commercial Forest Land Regulations and Standards	Endorsed
B49	Regulation of Privately Managed Forest Lands	Endorsed
B50	Recreation Sites and Trails	Endorsed
B51	Backcountry Closures	Endorsed
B52	Preservation of Archaeological Artifacts	Endorsed
B53	Development Permit Area Requirements	Endorsed
B54	Rural Broadband	Endorsed
B55	Diminishing Access to Provincial Government In-Person Services	Endorsed
B56	Regulate and Enforce Vehicle Parking on Provincial Roads	Endorsed
B57	Parking Enforcement in Rural Areas	Endorsed
B58	Tree Cutting Authority for Regional Districts	Endorsed
B59	Regulate E-Cigarettes/Vapour Products to Minors	Endorsed
B60	Addition of Drug and Alcohol Recovery Facilities and Beds	Endorsed
B61	Additional Rehabilitation Detox Centres	Endorsed
B62	Equitable Access to Health Services in Rural BC	Endorsed
B63	Attracting and Retaining Medical Specialists in Rural BC	Endorsed
B64	EHS Services	Endorsed
B65	Support for <del>Municipal</del> <b>Local Government</b> Inclusion in the BC Poverty Reduction Strategy	Endorsed as Amended:
	Therefore be it resolved that the Province of British Columbia include grants for <del>municipalities</del> <b>local governments</b> and community non-governmental agencies in the Poverty Reduction Strategy, in order for communities to work with the Province to build vibrant communities by investing in community expertise, to prevent poverty by breaking the cycle, to alleviate the hardship of poverty through improved services, and to enable British Columbians to exit poverty by building capacity.;	
	<del>And be it further resolved that the above resolution be forwarded to all other BC municipalities for support.</del>	
B66	Food Security	Endorsed
B67	Legal Aid Funding	Endorsed
B68	Full Social Support Services for Homeless Housing	Endorsed
B69	Income-Based Solutions to Household Food Insecurity	Endorsed
B70	Provincial Universal School Food Program	Endorsed
B71	Importance of 911 in Remote and Rural Areas	Endorsed as Amended:
	Therefore be it resolved that the Province prioritize the establishment of <del>911 services</del> <b>emergency call-in services, such as 911 services</b> , across the Province in its entirety including adequate policy, administrative and financial support.	
B72	Wireless Connectivity in Rural Areas	Endorsed
B73	BC Hydro Pricing Structure	Endorsed
B74	Lobbyist Registration	Endorsed

## Section B – Part 2-a

The Section B – Part 2-a resolutions were introduced as a block. The block included resolutions B75 to B78. Resolutions B75 and B78 were pulled from the block for individual consideration.

B75	Ministry of Agriculture Moratorium on Legislative Changes	Refer to UBCM Executive
B76	Fire Mitigation on Transportation Corridors	Endorsed
B77	Fire Centre Funding	Endorsed
B78	Support for Small Business and Creation of Non Residential Sub Classes in Property Tax Assessment	Endorsed as Amended:
	<p>Therefore be it resolved the Province of British Columbia work with municipalities <del>to explore opportunities to support small business, non-profits, and arts-related businesses, including making the necessary changes to property tax classes to create a small business related sub-class to allow municipalities to apply differentiated non-residential property tax rates to smaller businesses and cultural hubs.</del> <b>to make the necessary legislative and regulatory changes to enable implementation of the “Split Assessment through a New Commercial Sub-Class” approach in time for 2020 to enable municipalities to lower commercial property tax rate on properties where development potential has made it difficult to operate and provide the much needed relief for smaller businesses and the arts, culture and non-profit sectors.</b></p>	

## Section B – Part 2-b

The resolutions in Section B – Part 2-b were considered individually.

B79	Management of Provincially Regulated Utilities in Municipal Highways	Endorsed
B80	Declaration of Employee Compensation as Part of Annual Statement of Financial Information Reporting	Endorsed
B81	Amendment to SOFI Reporting Legislation	Endorsed
B82	Conflict of Interest Rules	Not Endorsed
B83	Conflict of Interest Complaint Mechanism	Endorsed
B84	Council Meeting Chairing Opportunities for Councillors	Not Endorsed
B85	Money Laundering Counter-Measures in Casinos	Endorsed
B86	Provincial Funding For Sexual Assault Clinics	Endorsed
B87	Cannabis Production Odour Prevention	Endorsed
B88	Clean-Up of Needles and Other Harm Reduction Paraphernalia	Endorsed
B89	Crime Statistics	Endorsed
B90	Port Policing	Endorsed
B91	Enhancing Wildfire Forest Landscape Resiliency	Endorsed as Amended:
	<p>Therefore be it resolved that UBCM request the Province review its forest management regulations and policies with an objective to expand, promote and enforce <b>fire, insect and disease management</b> based stocking standards post-harvest, <del>and</del> post-wildfire, <b>post-insect and post-disease</b> events throughout the Province resulting in a more wildfire, <b>insect and disease</b> resilient provincial forest landscape.</p>	
B92	Wildfire Hazard Reduction Treatment on Private Lands	Endorsed
B93	Community Resilience Investment Program - FireSmart Community Funding	Endorsed
B94	Wildfire Smoke	Endorsed

B95	Access to Provincial Emergency Preparedness Funding for Independent Fire Services	Endorsed
B96	<i>Emergency Program Act</i> Amendment - Boating Restrictions During a Local State of Emergency - Flooding Events	Endorsed
B97	Disaster Relief and Recovery Funding	Endorsed
B98	Resourcing A Collaborative System of Data Sharing in BC	Endorsed
B99	"Evacuation Re-Entry Authorization" Process and Document	Endorsed
B100	Permitting Entry into an Evacuation Order Area	Endorsed
B101	Stay and Defend Policy	Endorsed
B102	Consistency in Access to Emergency Social Service Resources	Endorsed as Amended:
	Therefore be it resolved that UBCM urge the provincial government to <b>consider taking take</b> over management of Emergency Social Services during all Level III Provincial State of Emergencies <b>where local capacity is unable to provide basic ESS services, and that the provincial government facilitate regional/provincial Level III ESS planning with local authorities and regional districts</b> to ensure a <b>consistent base allocation of support and consistency in the allocation</b> of resources to evacuees and <b>that the Province modernize modernization</b> of the ESS registration process.	
B103	Insurance Practices During and After Disasters	Endorsed
B104	Disaster Financial Assistance	Endorsed
B105	Roles and Responsibilities for Emergency and Disaster Mitigation in BC	Endorsed
B106	Disaster Response	Endorsed
B107	Clothing Donations Bins	Endorsed as Amended:
	Therefore be it resolved that UBCM <del>support a ban on clothing donation bins until safe alternatives certified by a professional engineer that do not pose danger or life safety issues for the public are available in member municipalities</del> <b>only those clothing donation bins that are certified by a professional engineer to not pose danger or life safety issues for the public be authorized for use in municipalities and regional districts.</b>	
B108	Youth Voting in Local Government Elections	Endorsed
B109	Fresh Voices #LostVotes Campaign	Endorsed
B110	Voter Registration Waiting Period	Not Endorsed
B111	Removing Cap on Candidate Contribution to Their Own Campaign	Not Endorsed
B112	Statement of Disclosure Updates	Not Endorsed
B113	Amend the Fare Collection Regulation	Not Endorsed
B114	Increase Transportation Assistance for Low-Income Individuals	Endorsed
B115	Traffic Calming	Endorsed
B116	Traffic Control and Enforcement on Rural Roads	Endorsed
B117	Safety of First Responders Attending a Roadside Accident	Endorsed
B118	Support Transformational Improvements to Regional BC Transit	Endorsed
B119	BC Ferries Foot Passenger Service	Endorsed
B120	BC Rail Properties	Endorsed
B121	Off-Road Vehicle (ORV) Management Framework	Endorsed
B122	Modernization of Utility Taxation	Endorsed
B123	Tax Credit for Local Government Election Candidate Campaign Contributions	Not Endorsed
B124	Property Taxation	Endorsed
B125	Stand-By Pay for Key Emergency Personnel	Endorsed
B126	Gas Tax Funding for Volunteer or Paid On-Call Fire Departments	Endorsed
B127	Collection of Unpaid Bylaw Fines	Endorsed
B128	Expanded Asset Class Investments Under Prudent Investor Rules	Endorsed
B129	Transparency and Legislative Reform of Beneficial Ownership of Land and Corporations	Endorsed

B130	Improvement District Governance Policy	Endorsed
B131	Lottery Revenue Distribution	Endorsed
B132	Consent for Property Classification	Not Endorsed
B133	Broadband Infrastructure Taxation	Not Endorsed
B134	Tax Relief for British Columbia Legions	Not Endorsed
B135	Climate Change	Endorsed as Amended:
	<p>Therefore be it resolved that UBCM recognize <b>the need for a just transition for workers and communities and recognizes our</b> their role to represent and serve the common needs of all local governments in BC in our diverse, resource-based province and to affirm that decarbonisation and reduction of GHG emissions should continue to be an important focus for civic policy-makers, industry, British Columbians and other stakeholders, recognizing the value of BC's resource sector and its contribution to British Columbia's quality of life and that British Columbians support the resource sector to continue its work <del>to serve the needs of society while</del> transitioning to a low carbon economy.</p>	
B136	Recovering Municipal Costs Arising from Climate Change	Withdrawn by Sponsor
B137	Climate Accountability	Not Endorsed
B138	Subsidies to Fossil Fuel Companies	Endorsed
B139	Call to Action On Global Climate Emergency	Endorsed
B140	Support for Property Assessed Clean Energy Legislation for BC	Endorsed
B141	Ramping Up BC Climate Action in Response to the Climate Emergency	Endorsed
B142	Promoting and Enabling GHG Reductions	Endorsed
B143	Shifting Investment to Low-Emission Transportation	Endorsed
B144	Electric Vehicle Right-to-Charge Rules	Endorsed
B145	Beverage Container Recycling System	Endorsed
B146	Recycle BC - Industrial, Commercial and Institutional Printed Paper and Packaging	Endorsed
B147	Single-Use Disposable Products	Endorsed
B148	Confirming Municipal Jurisdiction to Regulate Single-Use Items	Endorsed
B149	Compostable Single-Use Items	Endorsed
B150	Standards for Microplastic Filtration, Liquid Waste Management	Endorsed
B151	Canada Post "Delivering Community Power"	Endorsed
B152	Greenhouse Gas Limits for New Buildings	Not Endorsed
B153	<i>Water Sustainability Act</i> Section 11 Change Approvals Review Times	Endorsed
B154	Groundwater Extraction	Endorsed
B155	Key Marine Cumulative Effects Values	Endorsed
B156	Regional Management of Forestry	Endorsed
B157	Indoor Agricultural Fertilization Practices	Endorsed
B158	Tier 1 Non-Road Diesel Engine Ban	Not Endorsed
B159	Limited Entry Hunt for Cow/Calf Moose	Endorsed
B160	Glyphosate	Endorsed
B161	Drone Usage	Endorsed
B162	Cave Protection Act	Endorsed
B163	Cost Subsidies for the Termination of Land Use Contracts	Endorsed
B164	Foreclosed Crown Properties Restrictions	Endorsed
B165	Outstanding Statutory Rights of Way	Endorsed
B166	Coast Forest Revitalization	Endorsed
B167	Cannabis Plants on the Agricultural Land Reserve	Endorsed

B168	Agricultural Land Reserve Use Regulation	Endorsed
B169	Low Impact Foundation Systems for Farm Use Structures	Refer to UBCM Executive
B170	Electoral Area Director Designation	Refer to UBCM Executive
B171	Safer Drug Supply to Save Lives	Refer to UBCM Executive
B172	Observed Inhalation Sites for Overdose Prevention	Refer to UBCM Executive
B173	Limiting the Access and Appeal of Vape Products to Youth	Refer to UBCM Executive
B174	Investments in Local Government and Not-for-Profit Seniors' Services and Supports	Refer to UBCM Executive
B175	Voting Rights for Alternate Electoral Area Directors at UBCM	Refer to UBCM Executive
B176	Review of Resolutions Procedures	Refer to UBCM Executive
B177	FCM Travel Fund	Refer to UBCM Executive
B178	Travel Cost Equalization for UBCM Conventions	Refer to UBCM Executive
B179	Community Childcare	Refer to UBCM Executive
B180	Modernizing Property Tax Homeowner Grant Exemption Levels	Refer to UBCM Executive
B181	Proposed Vacancy Tax	Refer to UBCM Executive
B182	Expanded Authority to Notify Renters Impacted by Renovations	Refer to UBCM Executive
B183	Rural Homelessness - Crown Land Encampments	Refer to UBCM Executive
B184	Creation of Office of the Renters Advocate	Refer to UBCM Executive
B185	BC Housing Accountability	Refer to UBCM Executive
B186	<i>Building Act</i> – Innovation Commitment	Refer to UBCM Executive
B187	Proactive Development of Building Officials	Refer to UBCM Executive
B188	BC Building Code Alignment with National Building Code of Canada – Secondary Suites	Refer to UBCM Executive
B189	Inspection of Rooming Houses by Ministry of Health and Ministry of Social Development & Poverty Reduction	Refer to UBCM Executive
B190	Increase the Maximum Size of Secondary Suites by Removing the Fixed Maximum Floor Area Limit	Refer to UBCM Executive
B191	Effects of New Ammonia Regulations	Refer to UBCM Executive
B192	Canada Post's Neighbourhood Mail	Refer to UBCM Executive
B193	Province of British Columbia/UBCM Memorandum of Understanding	Refer to UBCM Executive
B193.1	Request for First Nations Participation on Commissions	Refer to UBCM Executive

### Section B – Part 3-b

The resolutions in Section B – Part 3-b were considered individually.



B194	School Bus Safety	Refer to UBCM Executive
B195	Implementation Funding for Federal Task Force on School Bus Safety Requirements	Refer to UBCM Executive
B196	ICBC Rates	Refer to UBCM Executive
B197	ICBC Regional Premiums and Settlements	Refer to UBCM Executive
B198	More Small Aircraft Pilot Training Needed	Refer to UBCM Executive
B199	Environmental Education Curriculum	Refer to UBCM Executive
B200	Increase Investment in BC Parks Boat Launches	Refer to UBCM Executive
B201	Health Authority Asset Management Plans	Refer to UBCM Executive
B202	Hospital Helipad Construction	Refer to UBCM Executive
B203	Coroners	Refer to UBCM Executive
B204	Ministry of Brain Injury, Mental Health and Addictions	Refer to UBCM Executive
B205	Gas Prices	Refer to UBCM Executive
B206	Provincial Court Costs	Refer to UBCM Executive
B207	Support of Indigenous Court System	Refer to UBCM Executive
B208	Free Post-Secondary Education in British Columbia	Refer to UBCM Executive

### Section C – Part 2

C1	Statutory Advertising Regulations	Not Admitted for Debate
C2	Public Notice Provisions	Not Admitted for Debate
C3	Local Authority in Provincial Planning	Not Admitted for Debate
C4	Local Government Authority	Not Admitted for Debate
C5	Search and Rescue Funding	Not Admitted for Debate
C6	BC Search and Rescue Funding Model	Not Admitted for Debate
C7	Resourcing a Collaborative System of Data Sharing in BC	Not Admitted for Debate
C8	Supporting Vancouver's Initiative to Empower Cities to Set Lower, Safer Speed Zones on Some Local Streets	Not Admitted for Debate
C9	Safer Speed Zones in Residential Areas	Not Admitted for Debate
C10	Allow Permanent Residents to Vote in Municipal Elections	Not Admitted for Debate
C11	Support for Fresh Voices Campaign	Not Admitted for Debate
C12	ORV Management Framework Improvements to Facilitate Tourism	Not Admitted for Debate
C13	Off-Road Vehicle Management Framework	Not Admitted for Debate
C14	#AllOnBoard Campaign	Not Admitted for Debate
C15	#AllOnBoard Campaign	Not Admitted for Debate
C16	Support for the #AllonBoard Campaign	Not Admitted for Debate
C17	Funding of Fire Halls and Public Safety Buildings	Not Admitted for Debate
C18	Extension of Vacancy Taxation Authority to Local Government	Not Admitted for Debate
C19	Development Cost Charges	Not Admitted for Debate
C20	Development Cost Charges Legislation	Not Admitted for Debate
C21	Broaden the Allowable Uses of Parkland Development Cost Charges	Not Admitted for Debate
C22	Reform of Development Finance Tools	Not Admitted for Debate
C23	Development Cost Charges for Fire Protection Capital Costs	Not Admitted for Debate
C24	Cannabis Revenue Sharing	Not Admitted for Debate

C25	Liquor Tax	Not Admitted for Debate
C26	Expanded Asset Class Investments Under Prudent Investor Rules	Not Admitted for Debate
C27	Library Funding	Not Admitted for Debate
C28	Library Support and Funding	Not Admitted for Debate
C29	Public Library Funding	Not Admitted for Debate
C30	Library Funding	Not Admitted for Debate
C31	Restoring Provincial Library Funding	Not Admitted for Debate
C32	Increased Provincial Funding for Public Libraries	Not Admitted for Debate
C33	Provincial Funding for BC Libraries	Not Admitted for Debate
C34	Restoring Funding for British Columbia Libraries	Not Admitted for Debate
C35	Climate Emergency Declaration	Not Admitted for Debate
C36	Climate Emergency Declaration	Not Admitted for Debate
C37	Comprehensive Provincial Single-Use Item Reduction Strategy	Not Admitted for Debate
C38	Compostable Single-Use Items	Not Admitted for Debate
C39	Recovery Cost for Local Climate Change	Not Admitted for Debate
C40	Industrial Commercial and Institutional Recycling Solution	Not Admitted for Debate
C41	Proposed Amendment to the <i>Environmental Management Act</i> , Recycling Regulation 449/2004	Not Admitted for Debate
C42	Intergovernmental Collaboration on Land Use Planning	Not Admitted for Debate
C43	BC Emergency Response Model and First Responders	Not Admitted for Debate
C44	EHS Services - Adequate Staffing in Community	Not Admitted for Debate
C45	EHS Services - Utilizing First Responders	Not Admitted for Debate
C46	First Responders Response to Medical Calls	Not Admitted for Debate
C47	BCEHS Dispatching Protocols	Not Admitted for Debate
C48	Support for Proposed Vulnerable Adolescents Protection from E-cigarettes (VAPE) Act, 2019	Not Admitted for Debate
C49	Facilitating Greater Investment in Municipal and Not-For-Profit Seniors' Services and Supports	Not Admitted for Debate
C50	Facilitating Greater Investments in Municipal and Not-for-Profit Seniors' Services and Supports	Not Admitted for Debate
C51	Consultation with Local Governments	Not Admitted for Debate
C52	Province to Consult with Local Governments	Not Admitted for Debate
C53	National Healthy School Meal Program	Not Admitted for Debate

### Section C – Part 3

C54	Vancouver Island Transportation Master Plan	Not Admitted for Debate
C55	Revitalizing Island Rail	Not Admitted for Debate
C56	Widening of the Trans Canada Highway #1	Not Admitted for Debate
C57	Highest and Best Use Property Assessments	Not Admitted for Debate
C58	Moratorium on Hornby and Denman Fishery	Not Admitted for Debate
C59	AVICC Special Committee on Solid Waste Management	Not Admitted for Debate
C60	Local Air Quality Monitoring	Not Admitted for Debate
C61	Canada Health Transfers	Not Admitted for Debate

### Resolutions Received After the Deadline

Resolutions from the Report on Resolutions Received After the Deadline that were not admitted for debate relate to issues that could have been submitted for consideration prior to the regular June 30 resolutions deadline. In keeping with procedures, these resolutions will be forwarded to the appropriate Area Associations for consideration in the 2020 resolutions cycle, pending sponsor approval.

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LR1	Enabling Viable and Competitive Transportation Network Services in Small Rural and Remote Communities	Endorsed
LR2	Ride-Hailing Companies' Licenses, Terms and Conditions	Not Endorsed
LR3	Foreign Government Financial Sponsorship	Refer to UBCM Executive
LR4	Implementation of Recommendations from the National Inquiry into Missing and Murdered Indigenous Women and Girls	Refer to UBCM Executive
LR5	Access to Emergency Health Services	Not Admitted for Debate

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### Resolution From Off the Floor

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OF1	Rural Dividend Reconsideration	Endorsed
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Agenda

**THE CORPORATION OF THE CITY OF ENDERBY**  
**MEMO**

**To:** Tate Bengtson, CAO  
**From:** Jennifer Bellamy, CFO  
**Date:** October 1, 2019  
**Subject:** 2020-22 Residential Refuse Pickup Contract

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**Recommendation:**

THAT Council award the Residential Refuse Collection Contract for 2020 - 2022 to Tip-It Waste Solutions;  
AND THAT the Mayor and Corporate Officer be authorized to execute the contract on behalf of the City of Enderby.

**Background:**

The current Residential Refuse Collection Contract is set to expire at the end of 2019. A Request for Quotes was advertised, and four submissions were received:

	<u>\$ Amount per Month per Residence</u>		
	<u>2020</u>	<u>2021</u>	<u>2022</u>
Tip-It Waste Solutions	\$ 3.47	\$ 3.61	\$ 3.75
SCV Waste Solutions	\$ 3.83	\$ 3.89	\$ 3.95
Waste Connections of Canada	\$ 3.85	\$ 3.93	\$ 4.01
Environmental 360 Solutions	\$ 9.56	\$ 9.89	\$ 10.24

The City's current collection price for 2019 is \$3.90 per month per residence.

Tip-It Waste Solutions, our current contractor, came in at the lowest price and would save residents approximately \$11,202 over the three-year term of the contract. The contract also allows for a two-year extension.

Staff are recommending that the 2020 – 2022 Residential Refuse Pickup Contract be awarded to Tip-It Waste Solutions.

Respectfully submitted,

  
Jennifer Bellamy  
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: October 1, 2019  
Subject: JAWS Equipment Purchase

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**RECOMMENDATION**

THAT Council approves the purchase of new JAWS equipment for the Fire Department of up to \$58,000;

AND THAT Council direct staff to send a letter of appreciation to the Fire Rescue Society for its fundraising efforts.

**BACKGROUND**

The Fire Rescue Society has been successful in its fundraising for new JAWS equipment. This equipment will be purchased by the City on behalf of the Society and is 100% funded through the Society's fundraising, so there will be no impact to the taxpayer or the City's reserves.

As a housekeeping matter Council will need to approve the purchase, as the equipment was not included in the approved budget.

Respectfully submitted,

  
Jennifer Bellamy  
Chief Financial Officer

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, Chief Administrative Officer  
From: Laurel Grimm, Clerk-Secretary  
Date: October 2, 2019  
Subject: Promotional Merchandise Quote and Recommendation for Direction

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**RECOMMENDATION**

THAT Council provide direction to Staff on purchasing promotional merchandise.

**BACKGROUND**

Several quotes were received on a variety of different promotional merchandise products as per Council's direction. The intent of this report is to provide Council with a general idea of what is available from local providers and the costs associated.

Most providers have a minimum order amount which significantly impacts total price and further direction is needed for budgeting.

I have attached two different quotes for discussion from Diana's Monogramming and Hi-Pro Corporate Sportswear & Promotional Products Ltd.

I received pricing information from five different companies (local and global) and these were the two best options that were received for the scope of work for which we are looking.

Respectfully submitted,



Laurel Grimm  
Clerk-Secretary

# City of Enderby

City of Enderby



## Product Name Hat & Mitt Micro Fleece Set

**Summary** Microfleece hat and mitt set.

**Description** Get people talking about your company when you hand out this winter accessories set! It comes with mitts with elasticized wrist bands and a double layered beanie. Both items are one size fits most and made of 14 oz., 100% microfiber polyester, anti-pill microfleece. What a great way to stand out! With over 30+ colors to choose from, the possibilities of making

your own color combinations are endless. Can't find a color? Let us know! All pricing is for blank products. However, we offer embroidery and silkscreen options at an additional charge. We can also customize, as these are made-to-order. All products are Canadian made.

**Material** Polyester

**Product Number** T07MS03

**CPN** 6893087

**Color** Navy Blue, Indigo Blue, Cobalt Blue, Royal Blue, Sea Blue, Carolina Blue, Sky Blue, Baby Blue, Aqua Blue, Powder Blue, Soft Blue, Light Blue, Red, Scarlet Red, Burnt Orange, Orange, Tropical Orange, Yellow Sunshine, Yellow, Butter Cream, Yellow Amber

**Product Options** Mitts with clip-on hooks, Microfleece toque double layered foldover band. One size fits most. To replace original beanie with this toque additional charge.. Product Option Charge: Mitts with clip-on hooks - \$1.667, Product Option Charge: Microfleece toque, double layered foldover band. One size fits most. To replace original beanie with - \$0.417

**Imprint Method** Embroidered. Run Charge: Embroidered - \$2.812, Tape Charge: Embroidered - \$31.25

**Imprint Option(s)** Tape Charge: For each additional 1000 stitches - \$6.25, Run Charge: For each additional 1000 stitches - \$0.562

Quantity	100	250	500	1000
Price	\$23.733	\$18.867	\$17.05	\$14.717

**Price Includes** Blank product only.





## Product Name Cuff Mittens

**Summary** Cuff Mittens Double layered, Ideal for Embroidery and 100% acrylic.

**Description** Cuff Mittens. Ideal for: Corporate wear, Work wear, Sports. Rib knit. Double layered, Ideal for Embroidery and 100% acrylic.

**Material** Acrylic

**Product Number** 160

**CPN** 552936432

**Color** Black, Charcoal, Navy, Red

**Size** One Size

**Imprint Method** Embroidery

<b>Quantity</b>	12	144	576
<b>Price</b>	\$13.00	\$12.00	\$11.00



## Product Name Mittens 2 Tone

**Summary** Mittens 2 Tone. Jacquard knit. Fleece Lined.

**Description** Mittens 2 Tone. Jacquard knit. Fleece Lined. 100% acrylic. Ideal for: Corporate wear, Work wear, Sports.

**Material** Acrylic

**Product Number** 206

**CPN** 552936865

**Color** Custom

**Imprint Method** Embroidered, HD Logo

<b>Quantity</b>	300	600	1200	2400
<b>Price</b>	\$16.50	\$14.25	\$11.85	\$11.50



## Product Name Sock Cuff Mittens

**Summary** Sock Cuff Mittens Double layered, Ideal for Embroidery and 100% acrylic.

**Description** Sock Cuff Mittens. Ideal for: Corporate wear, Work wear, Sports. Jersey knit. Double layered, Ideal for Embroidery and 100% acrylic.

**Material** Acrylic

**Product Number** 162

**CPN** 552936470

**Color** Gray-Red-White

**Size** One Size

**Imprint Method** Embroidery

Quantity	
Price	QUR



## Product Name Knit Mittens

**Summary** Custom jacquard acrylic mittens with 2 location embroidery (front and back of hands).

**Description** Custom jacquard acrylic mittens with 2 location embroidery (front and back of hands).

**Material** Acrylic

**Product Number** KNIT-MITTEN

**CPN** 552532289

**Color** Assorted

**Imprint Method** Unimprinted, Woven. Set-up Charge: Woven - C\$62.50

Quantity	500	750	1000
Price	\$9.99	\$9.85	\$9.75



## Product Name Women's Full Color Crew Promo Socks with Black Heel & Toe

**Summary** Crew socks fits women shoe sizes 9-11 with black soles and full color imprint.

**Description** Here's a product with some socks-appeal! The socks are printed in full color dye sublimation on both sides. The design can be different on each side of the sock at no additional charge. The socks will have a black sole and a ribbed top. Fits shoe sizes 9-

11. The socks are decorated to look the best before putting on the foot. The art may distort when placed on the foot, with the white ribbing showing through the imprint. Light colored art recommended.

**Product Number** HC353CSW

**CPN** 552560544

**Color** White-Black

**Size** 3.25 " x 18.5 "

**Imprint Method** Sublimation. Other Charge: Sublimation Set-Up - \$60.50

HC353CSW Women's Full Color Crew Promo Socks with Black Heel & Toe

Quantity	50	100	250	500
Price	\$8.37	\$7.61	\$7.34	\$6.96

**Price Includes** Full Color, Both Sides



## Product Name Men's Full Color Crew Promo Socks with Black Heel & Toe

**Summary** New Summary Crew socks fits men's sizes 10-13 with black soles and full color imprint.

**Description** Here's a product with some socks-appeal! The socks are printed in full color dye sublimation on both sides. The design can be different on each side of the sock at no additional charge. The socks will have a black sole and a ribbed top. Fits sizes 10-13.

The socks are decorated to look the best before putting on the foot. The art may distort when placed on the foot, with the white ribbing showing through the imprint. Light colored art recommended.

**Product Number** HC352CSM

**CPN** 552560543

**Color** White-Black

**Size** 3.5 " x 21 "

**Imprint Method** Sublimation. Other Charge: Sublimation Set-Up - \$60.50

HC352CSM Men's Full Color Crew Promo Socks with Black Heel & Toe

<b>Quantity</b>	<b>50</b>	<b>100</b>	<b>250</b>	<b>500</b>
<b>Price</b>	\$8.37	\$7.61	\$7.34	\$6.96

**Price Includes** Full Color, Both Sides



## Product Name Jacquard Socks

**Summary** Knit Jacquard socks with a woven imprint.

**Description** Knit Jacquard socks with a woven imprint. Up to 6 imprint colors available. Mid calf height.

**Product Number** SOCKS-JQD

**CPN** 552442263

**Color** Assorted

**Imprint Method** Unimprinted, Digitally Printed. Set-up Charge: Digitally Printed - C\$50.00

**Imprint Option(s)** Full Color Belly Band, Full Color Header Packaging. Imprint Option Charge: Full Color Belly Band, Full Color Header Packaging - C\$1.00, Imprint Option Charge: Full Color Belly Band, Full Color Header Packaging - C\$1.00

<b>Quantity</b>	<b>100</b>	<b>250</b>	<b>500</b>	<b>1000</b>
<b>Price</b>	\$6.95	\$6.89	\$6.82	\$6.76



**Product Name** 360 full color print Athletic Socks

**Summary** 360 full color printed athletic fit socks

**Description** 360 full color printed athletic fit socks

**Product Number** SOCKS-ATHSUB

**CPN** 553135840

**Color** Assorted

**Size** 16 " x 3.35 "

**Imprint Method** Full Color, Unimprinted. Set-up Charge: Full Color - C\$75.00

<b>Quantity</b>	<b>250</b>	<b>500</b>	<b>1000</b>
<b>Price</b>	\$14.47	\$14.34	\$14.21



## Product Name Tube Sock

**Summary** This 21" tube sock is manufactured with Puretech moisture wicking technology.

**Description** This 21" tube sock is manufactured with Puretech moisture wicking technology and is made from 95% Polyester and 5% Lycra; one size fits all. It is great for sport teams, athletic activities, and promotional purposes. We offer 3" x 3" one location imprint on tube socks, with additional locations available

for an additional charge.

**Material Blend:** Polyester/Lycra (95/5)

**Product Number** A-SOCKETUB

**CPN** 552013977

**Color** Multi color

**Size** 21 "

**Imprint Method** Full Color Process Sublimation. Re-order Charge: Four Color Process - \$25.00, Set-up Charge: Four Color Process - \$40.00

Quantity	25	50	150	500	1000
Price	\$15.99	\$15.49	\$14.99	\$14.49	\$13.99

**Price Includes** 4 color process, 2 sides, full wrap.

# City of Enderby

City of Enderby

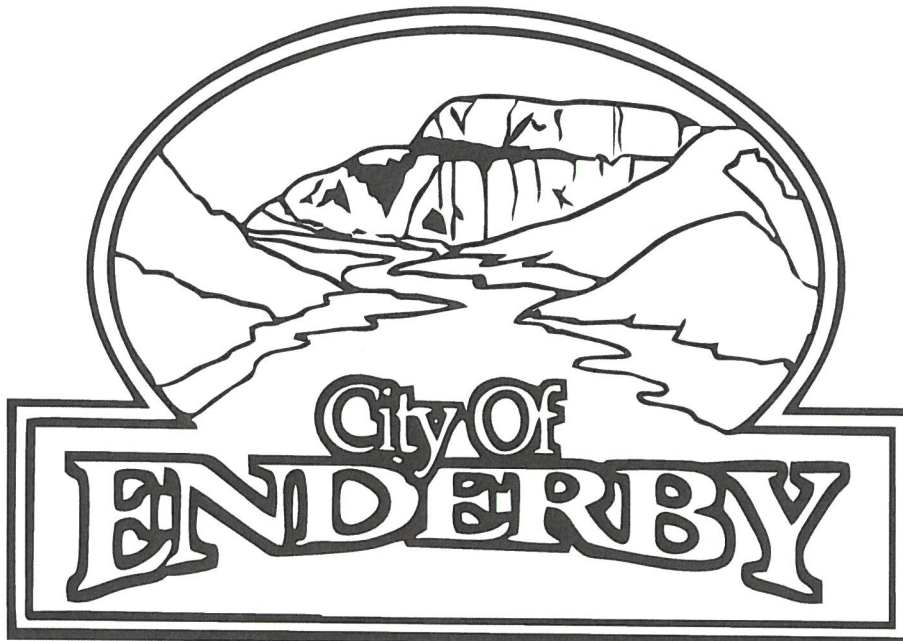
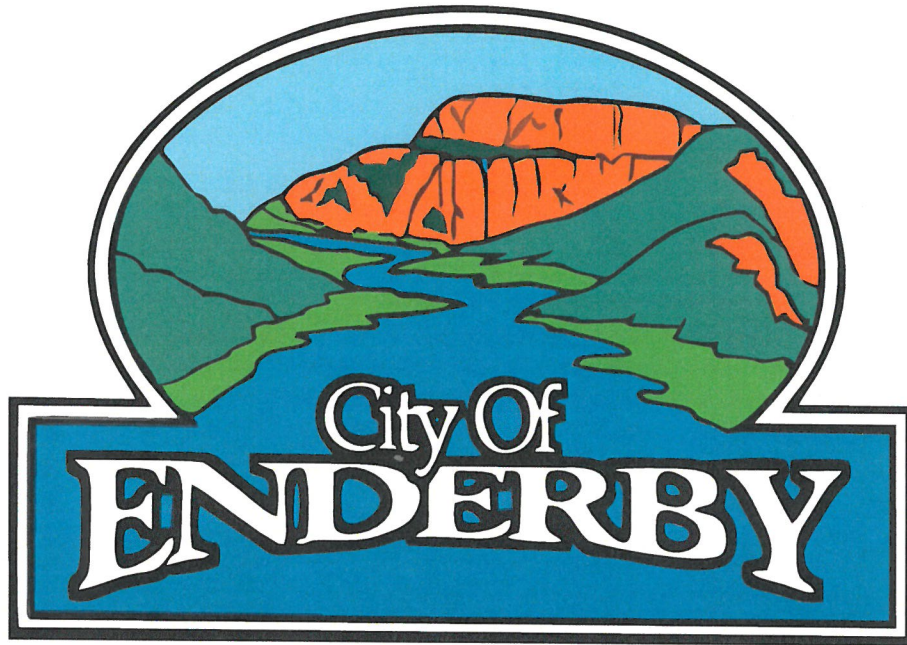
**Diana's Monogramming**

**Diana Raffan**

stitches@telus.net

[www.dianasmonogramming.ca](http://www.dianasmonogramming.ca)

2505585810





MINI FOOTBALL

6" W x 3.5" H

- PU soft foam
- Pre-printed "laces"
- Unique promotional Item
- One imprint location only

Minimum 75 - \$5.99 ea

Includes one color print, set up and freight



Ariel Safe, high-flying throwing toy  
 Padded shaft & tail rudders  
 1-7/8" Dia. x 6-3/4"

Minimum 150 - \$3.15 ea

Includes one color print, set up and freight

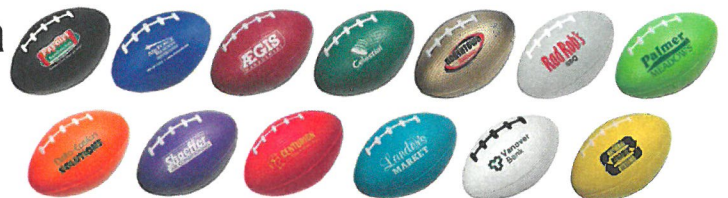
3" and 4" Football shaped  
 polyurethane stress reliever .

3 inch Minimum 150 - \$2.49 ea

Includes one color print, set up and freight

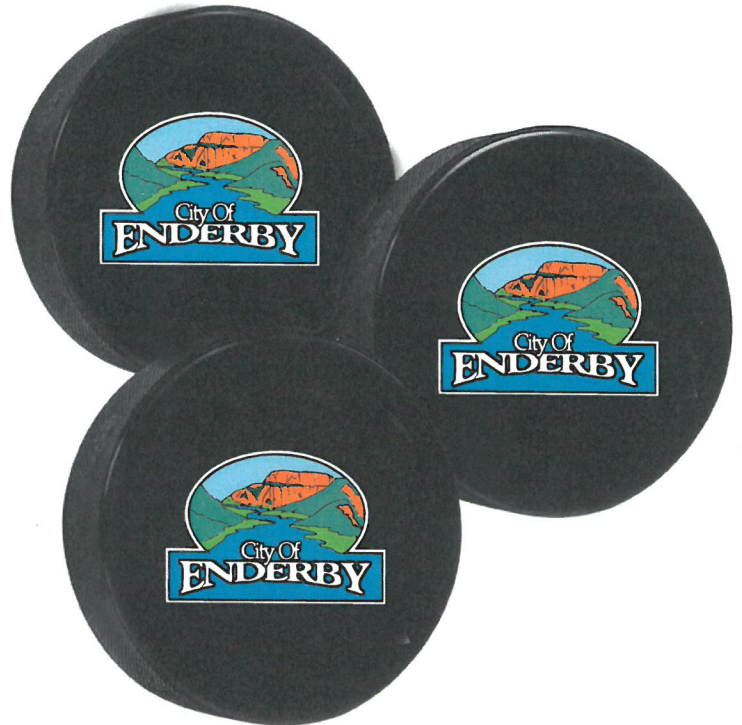
4 inch Minimum 150 - \$3.29 ea

Includes one color print, set up and freight



Novelty printers Hockey Pucks.  
 Digital 4-color process printing.  
 Large 2.5 inches print area.

100 - \$2.50 ea  
 no set up plus freight of approx \$50



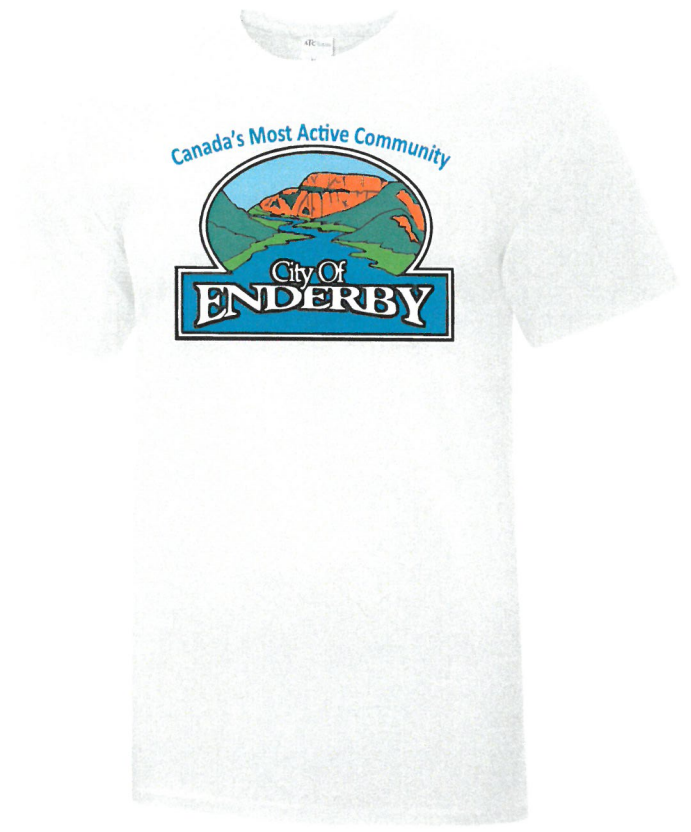
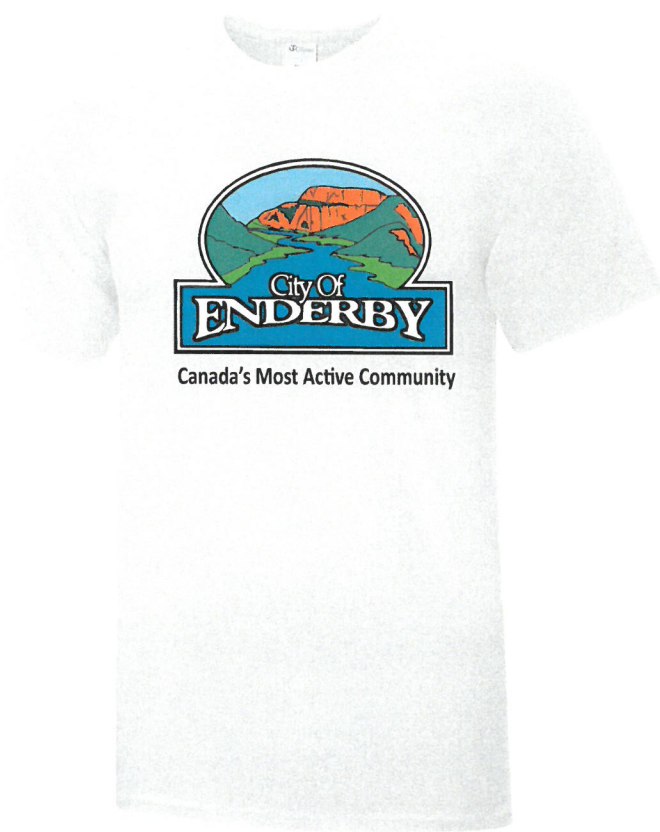
The A1010 HS1 features Super Seam Technology, which possesses seams that are raised 20% higher than raised seam baseballs. This allows pitchers to experience superior control on the mound, while also allowing fielders to be able to locate the ball quicker in their glove and throw with more accuracy, thus making it the perfect for the high school game level.

minimum 12 - \$12.75 ea  
 plus \$37.50 set up and \$50 freight

Batter up! Our foam baseball is coated quality polyurethane. It's great for corporate picnics, trade shows, fundraisers and sports events. This ball includes a full-colour transfer. 3.5" Diameter

Minimum 100 - \$5.75 ea  
 includes one color print, set up and freight





White t-shirts small-xl  
includes 10 in digital printed logo on front  
of the shirt, No set up fees or freight

24 - \$9.49 ea

36 - \$8.89 ea

72 - \$8.49 ea



Entirely custom made  
Sport or dress socks available  
Double cuff  
D Crew-Classic sock reaches mid calf length  
Content: 94% Polyester; 6% Spandex  
Colours: Please see color chart  
Logo: Includes a woven logo up to 2 colours

Minimum 150 - \$9.50 ea

## Sublimated Mid Calf Socks (Domestically Made)

25 - \$11.25

100 - \$8.85

