

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: Monday, December 2, 2019
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

Regular Meeting Minutes of November 18, 2019

P1

3. DEVELOPMENT MATTERS

0006-19-ZTA-END (Van Dongen)

City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1689, 2019

P6

Legal: Lot 9 Section 26 and 27 Township 18 Range 9 West of the 6th Meridian
Kamloops Division Yale District

Plan: 28806

Address: 110 West Enderby Road, Enderby BC

Applicant: Jacobus and Eleanor Van Dongen

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

5. BYLAWS

City of Enderby Lane Naming Bylaw No. 1690, 2019 – 1st, 2nd and 3rd readings

Memo prepared by Planner and Deputy Corporate Officer dated November 27, 2019

P17

6. REPORTS

Mayor and Council

Verbal

Area F Director

Verbal

7. NEW BUSINESS

Approval of Fire Training Centre 2020 Budget P23
Memo prepared by Chief Administrative Officer dated November 28, 2019

2020 Council Meeting Schedule P29
Memo prepared by Clerk Secretary dated November 20, 2019

Ministry of Mental Health and Addictions P32
Correspondence dated November 13, 2019

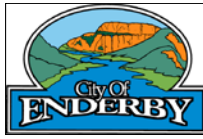
Enderby Memorial Terrace and Memorial Tower P36
Correspondence dated November 20, 2019

8. PUBLIC QUESTION PERIOD

9. CLOSED MEETING RESOLUTION

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

10. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, November 18, 2019 at 4:30 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Tundra Baird
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
Clerk Secretary – Laurel Grimm

Other: The Press and Public

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT the November 18, 2019 Council Meeting agenda be approved as circulated.” CARRIED

ADOPTION OF MINUTES

Regular Meeting Minutes of November 4, 2019
Moved by Councillor Shishido, seconded by Councillor Baird
“THAT the November 4, 2019 Council Meeting minutes be adopted as circulated.” CARRIED

Public Hearing Report of November 4, 2019
Moved by Councillor Shishido, seconded by Councillor Baird
“THAT the November 4, 2019 Public Hearing Report be adopted as circulated.” CARRIED

DEVELOPMENT MATTERS

0023-19-DVP-END (Rands)

Moved by Councillor Schreiner, seconded by Councillor Shishido
“THAT Council authorize the issuance of a Development Variance Permit for the property legally described as LOT 3 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 20301 and located at 407 Kildonan Avenue, Enderby B.C. to permit variances to the following sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 602.3 by permitting an accessory residential building to be located on a lot without a principal single-family dwelling, as shown on the attached Schedule 'A'; and
- Section 308.4.a.ii by reducing the minimum side yard setback area for an accessory residential building from 1.5 m (4.921 feet) to 0.97 m (3.182 feet), as shown on the attached Schedule 'A';

And to permit variances to the following sections of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000:

- Section 2.0 of Schedule "A" by not constructing the portion of Kildonan Avenue adjacent to the subject property as a local road, nor providing cash-in-lieu for upgrading the construction of the road;
- Section 6.0 of Schedule "A" and Schedule "B" by not providing street lighting along Kildonan Avenue; and
- Section 7.3 and 7.4 of Schedule "A" and Schedule "B" by not providing underground wiring for power, telephone and cablevision along Kildonan Avenue.

CARRIED

The Planner and Deputy Corporate Officer spoke to the report. The Mayor provided an opportunity for comments from gallery, for which there were none.

Zoning Text Amendment Application for 803 Vernon Street

Moved by Councillor Shishido, seconded by Councillor Baird

"THAT Council directs Staff to send correspondence to the owners of 803 Vernon Street advising that the City will not enforce the existing non-conforming uses occurring at 803 Vernon Street until October 5, 2020, at which time it will consider their Zoning Text Amendment application which proposes to amend Zoning Bylaw No. 1550, 2014 to permit a temporary building (no foundation) and shipping container to be located on the subject property."

CARRIED

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

Preferred Street Names for Laneways to the North and South of Cliff Avenue

Presentation by Bob Cowan, President, Enderby and District Heritage Commission on recommended heritage lane names. Council discussed the heritage significance of the proposed recommendations and asked to include MacPherson in the names to be discussed..

"Moose" MacPherson was Fire Chief for 23 years and on the Enderby Fire Department for 50 with the family living in Enderby dating back to 1896. The old Fire Hall used to be located underneath City Hall and therefore part of the Lane is directly adjacent to the Fire Hall's historical location. Mr. MacPherson is part of a long lineage of family members who have had an impact upon Enderby.

Moved by Councillor Schreiner, seconded by Councillor Baird

“THAT the City of Enderby Council name the Lane south of Cliff Avenue, between George Street and Vernon Street, as “Lambly Lane”

CARRIED

Moved by Councillor Baird, seconded by Councillor McCune
“THAT the City of Enderby Council name that portion of the Lane north of Cliff Avenue, between Belvedere Street and George Street as “MacPherson Lane” and that portion of the Lane north of Cliff Avenue, between Belvedere Street and Maud Street, as “Speers Lane”.

CARRIED

BYLAWS

None

REPORTS

Mayor and Council Reports

Councillor Davyduke

- Previously discussed in Committee of the Whole.

Councillor Shishido

- Previously discussed in Committee of the Whole.

Councillor Schreiner

- Invitation extended to attend a meeting at the Regional District of North Okanagan regarding the modernization of the BC Emergency Management Program. Staff is evaluating implications of legislation, which appear to be very extensive in terms of the ramifications.

Councillor Knust

- Previously discussed in Committee of the Whole.

Councillor Baird

- Attended the Rail Trail Governance Advisory Meeting at Splatstin. This was a good meeting with a lot of participation. The committee is working on communication to be sent to the Ministry of Transportation and Infrastructure.
- Attended the Annual General Meeting at the Museum, Memorial Towers Grand Opening and the Okanagan Regional Library Drag Queen Story Time.
- Okanagan Regional Library meeting on Wednesday, November 20, 2019.
- Upcoming Christmas Committee Meeting.
- Attended the opening of local business by the Author of “Imagine” Sandra Forseille.

The Chief Administrative Officer noted that the substantial performance inspection was completed for the Reservoir Road construction project.

Area F Director

- Christmas Fair
- Attended the Kingfisher community’s 70-year celebration

- Rail Trail meeting on December 4, 2019 for local farmers who may be directly impacted by the trail.
- Community Fire Smart Meeting.
- Councillor Knust questioned how the residents are responding to the road maintenance in his jurisdiction. Denis Delisle stated that he has been advising residents to contact the road maintenance contractor. Some long term planning is proceeding for areas where safety concerns have been identified.

RDNO Building Permit Summary for October 2019

Moved by Councillor Baird, seconded by Councillor Davyduke

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

CARRIED

NEW BUSINESS

Enderby Christmas Committee – Road Closure Application

Moved by Councillor Knust, seconded by Councillor Baird

“THAT Council receives the Enderby Christmas Committee’s Road Closure application for information.”

CARRIED

Update on Request to Purchase Lane Adjacent to 115 Norleen Lane

Moved by Councillor Schreiner, seconded by Councillor Shishido

“THAT Council receives the update on request to Purchase Land Adjacent to 115 Norleen Lane memorandum for information.”

CARRIED

Correspondence from the District of Logan Lake dated October 29, 2019

Moved by Councillor Knust, seconded by Councillor Baird

“THAT Council receives the Correspondence from the District of Logan Lake dated October 29, 2019 for information.”

CARRIED

Correspondence from the Village of Tahsis dated November 13, 2019

Moved by Councillor Knust, seconded by Councillor Davyduke

“THAT Council receives the Correspondence from the Village of Tahsis dated November 13, 2019 for information.”

CARRIED

PUBLIC QUESTION PERIOD

None.

CLOSED MEETING RESOLUTION

Moved by Councillor Knust, seconded by Councillor Davyduke (5:28 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 Davyduke, seconded by Councillor Schreiner

“That the regular meeting of November 18, 2019 adjourn at 6:45 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

Agenda

**CITY OF ENDERBY
ZONING TEXT AMENDMENT APPLICATION**

File No.: 0006-19-ZTA-END

November 27, 2019

APPLICANT/OWNER: Jacobus and Eleanor Van Dongen

LEGAL DESCRIPTION: LOT 9 SECTIONS 26 AND 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 28806

P.I.D #: 004-486-366

CIVIC ADDRESS: 110 West Enderby Road, Enderby BC

PROPERTY SIZE: 0.061 hectares (0.150 acres/606.6 m²)

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

O.C.P DESIGNATION: Residential Low Density

PROPOSAL: Operate a short-term vacation rental out of an attached secondary suite

RECOMMENDATION:

THAT Zoning Bylaw Amendment Bylaw No. 1689, 2019 which proposes to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a short-term vacation rental for the property legally described as LOT 9 SECTIONS 26 AND 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 28806 and located at 110 West Enderby Road, Enderby BC **NOT** be given First Reading.

ALTERNATE RECOMMENDATION A:

THAT Council informs the applicant that it is supportive of considering a Temporary Use Permit for a short-term vacation rental at the property legally described as LOT 9 SECTIONS 26 AND 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 28806 and located at 110 West Enderby Road, Enderby BC.

ALTERNATE RECOMMENDATION B:

THAT Zoning Bylaw Amendment Bylaw No. 1689, 2019 which proposes to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a short-term vacation rental for the property legally described as LOT 9 SECTIONS 26 AND 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION

YALE DISTRICT PLAN 28806 and located at 110 West Enderby Road, Enderby BC be given First and Second Reading and forwarded to a Public Hearing.

BACKGROUND:

This is a Zoning Text Amendment Application whereby the applicants are proposing to use the attached secondary suite on their property at 110 West Enderby Road for short-term vacation rental purposes. The City of Enderby Zoning Bylaw No. 1550, 2014 defines a short-term vacation rental as follows:

***SHORT-TERM VACATION RENTAL** means the rental of a dwelling unit to tourists or the vacationing public, provided that the provision of such accommodation does not constitute a tenancy pursuant to the Residential Tenancy Act.*

Given that the City of Enderby Zoning Bylaw No. 1550, 2014 does not permit short-term vacation rentals in any zone, the applicant is seeking to amend Zoning Bylaw No. 1550, 2014 to permit a short-term vacation rental within an attached secondary suite for the subject property.

Site Context

The 0.061 hectare (0.150 acres/606.6 m²) subject property is located on the southeast corner of the intersection of West Enderby Road and Northern Avenue, with access to the property being gained via a paved driveway off West Enderby Road and a secondary paved driveway off Northern Avenue. The subject property is relatively flat with a single-family dwelling located in the center of the lot, facing towards West Enderby Road, and a small garden shed located in the southeast corner of the lot.

The subject property and properties to the north, east, south and west are all zoned Residential Single Family (R. 1-A) and are designated as Residential Low Density in the Official Community Plan (OCP).

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

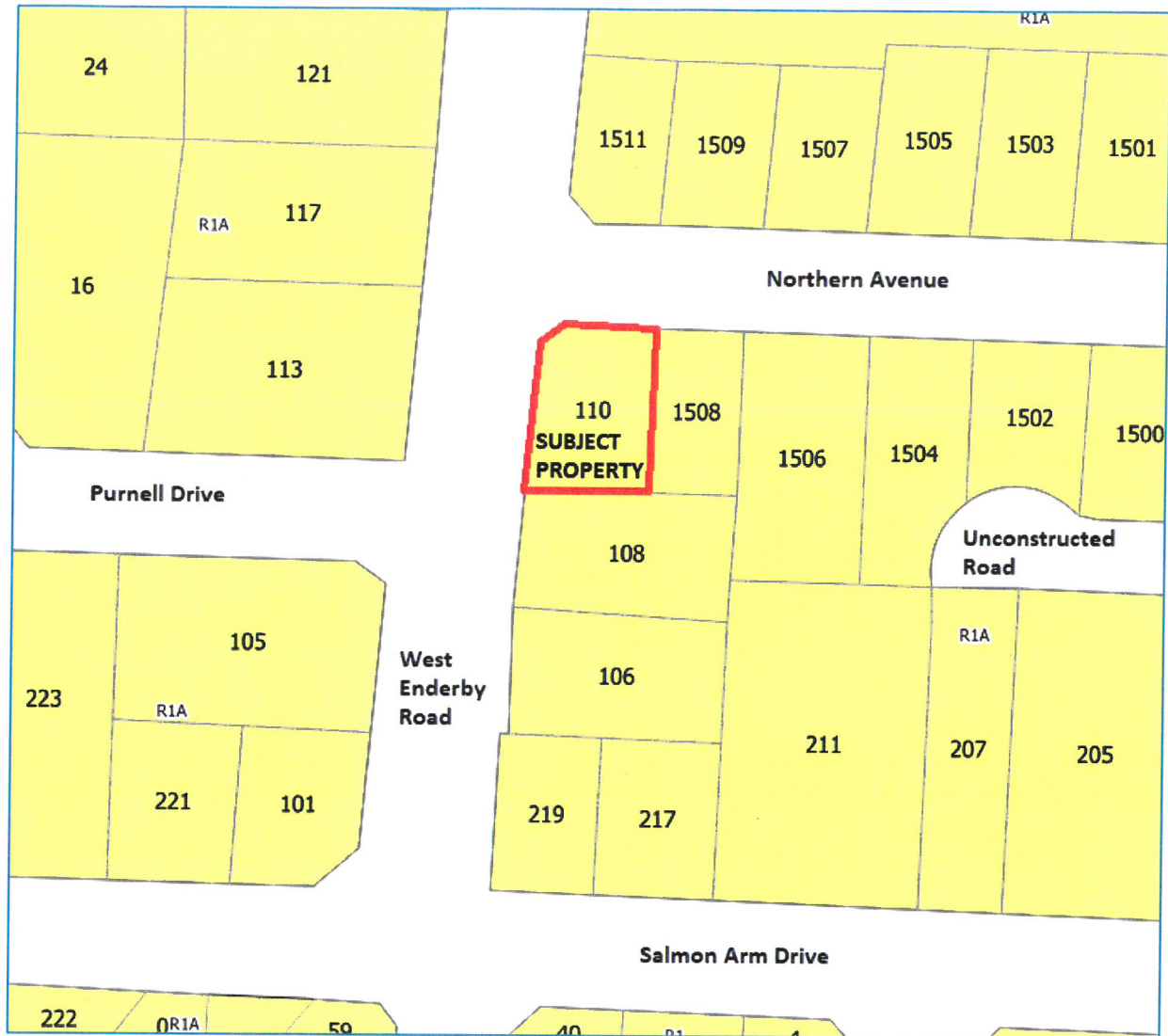


Figure 1: Zoning Map
 Yellow - Residential Single Family (R.1-A)

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



Figure 2: Orthophoto

Proposal/History

In August of 2019, it came to Staff's attention that the applicant was operating a short-term vacation rental out of an attached secondary suite, with the rental being listed on the website Airbnb.ca. Correspondence was sent to the applicant requesting that they either discontinue the use, transition the use to a 'Bed and Breakfast' which is a permitted use under the Residential Single Family (R.1-A) zoning designation, or apply to the City to legalize the use through either a Zoning Text Amendment or Temporary Use Permit application.

The applicant has now submitted a Zoning Text Amendment application seeking to amend Zoning Bylaw No. 1550, 2014 to permit a short-term vacation rental within an attached secondary suite for the subject property. The applicants have stated they would continue to reside in the main part of the dwelling, while the attached secondary suite proposed to be used for short-term vacation rental purposes would remain entirely isolated from the main dwelling (i.e. separate entrance, kitchen facilities, bathroom facilities, etc.).

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.

Section 307.3.g of Zoning Bylaw No. 1550, 2014 states that ‘Short-Term Vacation Rentals’ are prohibited in all zones, with this use being defined as follows:

***SHORT-TERM VACATION RENTAL** means the rental of a dwelling unit to tourists or the vacationing public, provided that the provision of such accommodation does not constitute a tenancy pursuant to the Residential Tenancy Act.*

OFFICIAL COMMUNITY PLAN:

Policies contained within the OCP 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 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 4.4.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.c - Council will work with the business community and stakeholders to promote a diverse local economy that provides the goods and services necessary to competitively meet local demand and attract visitors.
- Policy 18.1 - Subject to the designation of areas and conditions in the Zoning Bylaw, Council may issue Temporary Use Permits in all areas of the City.

REFERRAL COMMENTS:

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

The Public Works Manager provided the following comments:

Should the application be approved on a temporary or permanent basis, parking for the proposed use must be contained on-site. The parking area on the north side of the property, shown on the site plan as providing access via Northern Avenue from the side yard, is already paved but appears to be inconsistent with zoning regulations requiring there to be 8m space between the access location and the intersection of the side and front lot lines; as a result, the access' proximity to the West Enderby Road / Northern Avenue intersection creates a hazard that will be aggravated by the proposed change in use, which will increase its use by persons unfamiliar with the normal traffic flow in the vicinity.

Further, the side access / parking area should not be placed within 5m of the hydrant that is located in the road boulevard adjacent to the northwest corner of the property.

The Fire Chief provided the following comments:

"The paved access and parking area off Northern Avenue is located within 5 m of a hydrant, which could result in access to the hydrant being obstructed if vehicles parked in this area are stacking into the boulevard area.

The applicant will also be required to obtain an annual fire prevention inspection."

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

"As this property is over 800 [metres] from a Controlled Access Highway (Hwy 97) the Ministry has no legislation to comment on this bylaw text amendment."

No other comments were received in response to the referral.

PLANNING ANALYSIS:

The City of Enderby Planner has a number of concerns related to the application to amend Zoning Bylaw No. 1550, 2014 to permit a short-term vacation rental within an attached secondary suite for the subject property, and is recommending that the proposed bylaw **NOT** be given First Reading for the following reasons:

1. The subject property is located within a low density, single-family residential neighbourhood, and this type of use has a high potential for neighbourhood conflict and nuisances in the form of excess noise and parking spill-over (although it is noted that the applicant is proposing to live on site, which would help to mitigate this concern);
2. Approval of the application would eliminate one potential dwelling unit from the community's long-term rental housing inventory;
3. Approval of the application could set a precedent and trigger similar applications, which could further reduce the community's long-term rental housing inventory; and
4. Preservation of the community's long-term rental housing inventory is a critical element of the public interest.

Alternatively, Council could choose to deny the Zoning Text Amendment application but inform the applicant that it is supportive of considering a Temporary Use Permit for a short-term vacation rental at 110 West Enderby Road. A Temporary Use Permit is a tool to allow a short-term use that does not comply with the Zoning Bylaw. A Temporary Use Permit may only be issued for a maximum of 3 years, and may be renewed once for an additional 3 years as per Section 497 of the *Local Government Act*.

Notwithstanding the Staff recommendation, permitting a short-term vacation rental through a Temporary Use Permit versus a Zoning Text Amendment is preferred, given that it would only permit a short-term vacation rental to occur to a maximum of six years (up to three years initially, plus up to an additional three years if Council approves a renewal of the permit), and therefore the issuance of the Temporary Use Permit would not have a *long-term* impact on the City's rental housing inventory. Once the Temporary Use Permit expires, the applicant would be required to discontinue the use or, if they wished for it to continue beyond that temporary period, reapply to amend the Zoning Bylaw to permit a short-term vacation rental within an attached suite for the subject property on a permanent basis. By that time, the City will have its Housing Needs Assessment Report and will have more data to inform the decision, given the implications for the community's long-term rental housing inventory. It should be noted that if the applicant wished to pursue the Temporary Use Permit process, they would be reimbursed the difference in the fees between a Temporary Use Permit application and a Zoning Text Amendment application.

It should be noted that if Council chooses to either issue a Temporary Use Permit or amend the Zoning Bylaw to permit the proposed short-term vacation rental use for the subject property, the applicant would be required to contain all parking on-site without relying on the secondary access/parking area off of Northern Avenue, given that it does not conform with the City's Zoning Bylaw (too close to intersection) or Streets and Traffic Bylaw (too close to fire hydrant), as noted by the City's Public Works Manager and Fire Chief.

SUMMARY

This is a Zoning Text Amendment Application whereby the applicants are proposing to use the attached secondary suite on their property at 110 West Enderby Road for short-term vacation rental purposes.

City of Enderby Planner recommends that Council **NOT** give First Reading to Zoning Bylaw Amendment Bylaw No. 1689, 2019.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

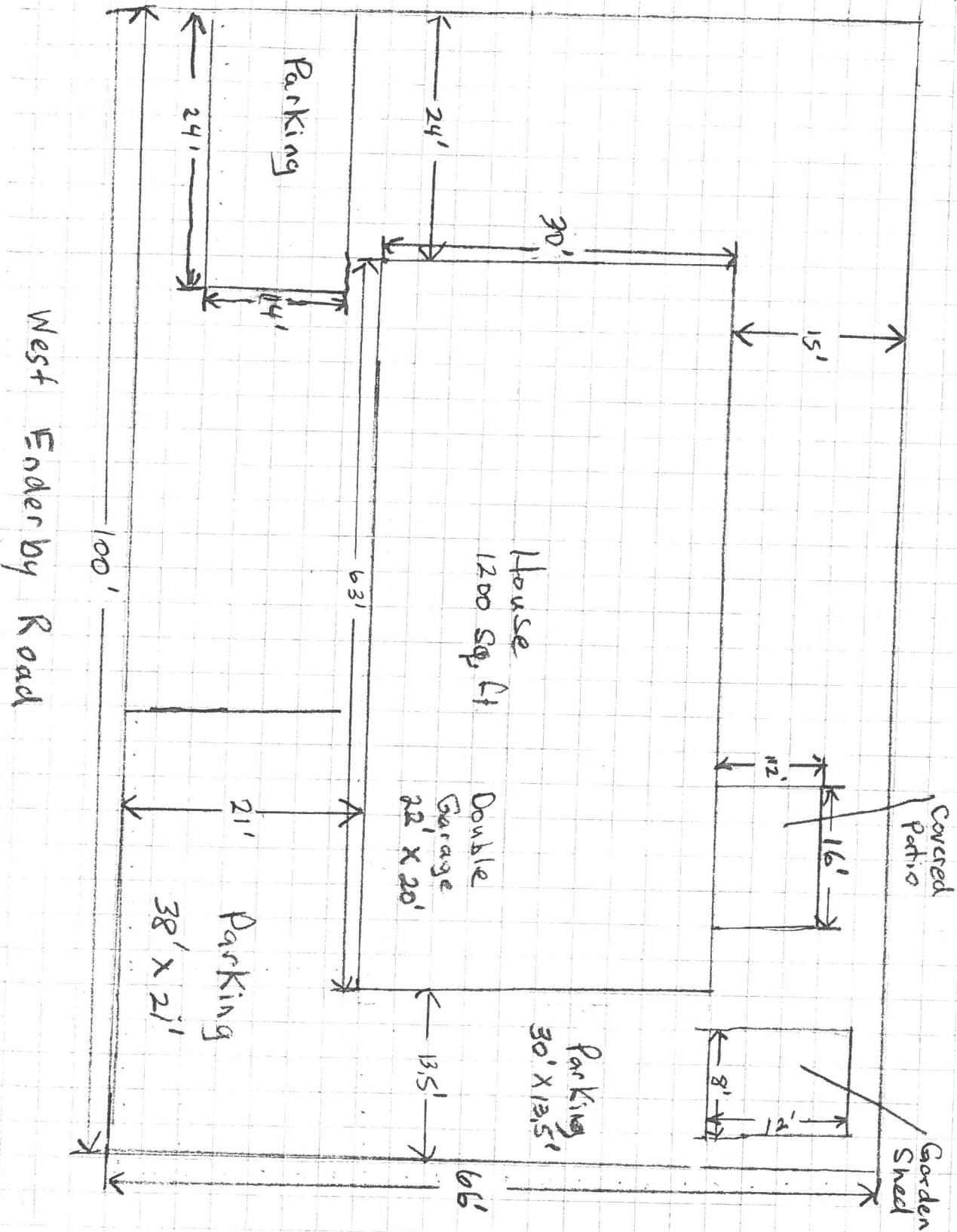
Reviewed By:



Tate Bengtson
Chief Administrative Officer

North Ave

110 West Enderby Road, Enderby, BC



THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1689, 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. 1689, 2019".
2. Division Three – General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 is hereby amended by adding Section 307.3.j as follows:
 - j. Notwithstanding Section 307.3.h above, a Short-Term Vacation Rental shall be permitted in an attached secondary suite for the property legally described as LOT 9 SECTIONS 26 AND 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 28806 and located at 110 West Enderby 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.

District Development Technician
Ministry of Transportation and Infrastructure

ADOPTED this day of , 2019.

MAYOR

CORPORATE OFFICER

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: November 27, 2019
Subject: Three Readings – City of Enderby Lane Naming Bylaw No. 1690, 2019

RECOMMENDATION

THAT Council gives Three Readings to City of Enderby Lane Naming Bylaw No. 1690, 2019;

AND THAT upon adoption of City of Enderby Lane Naming Bylaw No. 1690, 2019, Council directs Staff to notify the Regional District of North Okanagan regarding the naming of laneways and requests that the Regional District proceeds with assigning civic addresses for all properties that utilize the laneways for their primary access.

BACKGROUND

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 and residences with their primary access fronting the laneways having addressing issues, given that the laneways are not formally named.

Correspondence was then sent to the Enderby & District Heritage Commission requesting that the Commission short-list several potential heritage street names from Schedule "1" of the Street Names Policy, which were the most meaningful to the area in the vicinity of the lanes. The Heritage Commission short-listed several heritage street names with the President of the Heritage Commission, Bob Cowan, presenting these street names to Council for consideration at its Regular Meeting of November 18, 2019.

At this meeting, Council resolved to name the laneways as follows:

1. Northern Lane Between George Street/Hwy 97A and Belvedere Street = **MacPherson Lane**
2. Northern Lane Between Belvedere Street and Maud Street = **Speers Lane**
3. Southern Lane Between George Street/Hwy 97A and Vernon Street = **Lambly Lane**

Staff are now advancing the associated Lane Naming Bylaw to Council for three readings. Upon adoption of the Bylaw, it is recommended that Council directs Staff to notify the Regional District of North Okanagan (who administers the 911 addressing service) regarding the naming of laneways and requests that the Regional District proceeds with assigning civic addresses for all properties that utilize

the laneways for their primary access. The Regional District will be responsible for notifying utility operators (i.e. Canada Post, Fortis, Telus, BC Hydro, etc.) and affected property owners and occupants regarding the new civic addressing.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'K. Inglis', written over a horizontal line.

Kurt Inglis
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1690

A BYLAW TO NAME DEDICATED LANEWAYS WITHIN THE CITY OF ENDERBY

WHEREAS Section 39 of the *Community Charter* enables local governments to, by bylaw, assign a name to a highway;

AND WHEREAS the City of Enderby wishes to assign a name to several dedicated laneways within the community;

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 Lane Naming Bylaw No. 1690, 2019".
2. The dedicated laneway directly to the north of Cliff Avenue and extending from George Street/Highway 97A to Belvedere Street, as shown bolded in red on the attached Schedule "A", is hereby named 'MacPherson Lane'.
3. The dedicated laneway directly to the north of Cliff Avenue and extending from Belvedere Street to Maud Street, as shown bolded in red on the attached Schedule "B", is hereby named 'Speers Lane'.
4. The dedicated laneway directly to the south of Cliff Avenue and extending from George Street/Highway 97A to Vernon Street, as shown bolded in red on the attached Schedule "C", is hereby named 'Lambly Lane'.

READ a FIRST time this day of , 2019.

READ a SECOND time this day of , 2019.

READ a THIRD time this day of , 2019.

ADOPTED this day of , 2019.

MAYOR

CORPORATE OFFICER

Schedule "A"



Schedule "B"



Schedule "C"



Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: November 28, 2019
Subject: Approval of Fire Training Centre 2020 Budget

RECOMMENDATION

THAT Council approves the Fire Training Centre 2020 Budget, apportionment, and four-year facility improvement plan.

BACKGROUND

The City of Enderby, as a party to the Fire Training Centre (FTC), must approve the proposed annual budget, apportionment, and four-year facility plan in accordance with the operating agreement. Attached to this memorandum are the documents containing the proposals, as presented by the facility manager to the FTC Policy Board at its October 24, 2019 meeting, where it was endorsed.

The costs for Enderby's participation in the service are projected to increase from \$1787 to \$1996 in 2020. Staff note that the 2019 cost represented a decrease from the 2018 value of \$1980.

In addition to its partner contribution, the City also pays for its use of the FTC at the Partner Rate (which is less than the External Rate charged to third parties).

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

FIRE TRAINING CENTRE PROPOSED 2020 BUDGET

SUMMARY

	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	Jan - Sept 11 Actuals	2020 Budget
Summary of Variable Items (Courses)							
Variable Revenue	162,042	238,030	250,772	204,053	160,500	84,541	196,911
Variable Expense	167,939	247,209	246,650	194,920	143,345	86,752	175,865
Variable Total	(5,897)	(9,179)	4,122	9,133	17,155	(2,211)	21,046
Summary of Fixed Items (Partner Contributions)							
Fixed Revenue	76,289	81,283	73,834	79,452	70,397	70,397	79,825
Fixed Expense	60,993	61,935	67,625	63,649	67,045	60,282	76,025
Fixed Total	15,296	19,348	6,209	15,803	3,352	10,115	3,800
Net Total to be transferred to FI Reserve	9,399	10,169	10,331	24,936	20,507	7,905	24,846

REVENUES

	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	Jan - Sept 11 Actuals	2020 Budget
Variable Revenues							
1-622 - FIRE TRAINING FEES (All internal except Vernon)	145,081	232,746	227,508	155,723	148,081	39,410	150,244
1-622 - EXTERNAL FEES						21,083	34,000
1-792 INTERNAL REVENUE (Vernon)	16,961	5,284	23,264	25,703	12,419	24,048	12,667
1-392 Insurance Recoveries				22,627			
Total Variable Revenue	162,042	238,030	250,772	204,053	\$ 160,500	\$ 84,541	\$ 196,911
Fixed Revenues							
1-600 - INTERMUNICIPAL RECOVERIES (All except Vernon)	34,864	36,643	33,706	36,036	30,329	31,983	36,304
1-792 - INTERNAL REVENUE (Vernon)	41,425	44,640	40,128	43,416	40,068	38,414	43,521
Total Fixed Revenue	76,289	81,283	73,834	79,452	70,397	70,397	79,825
Total Revenue	238,331	319,313	324,606	283,505	230,897	154,938	276,736

EXPENSES

	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	Jan - Sept 11 Actuals	2020 Budget
Variable Expenses							
2-140 - LABOUR NON-UNION	59,524	90,847	88,919	87,051	59,578	51,370	85,594
2-100 - LABOUR CUPE B	3,619	3,083	2,640	2,716	3,882	642	3,960
2-200 - GENERAL SUPPLIES	10,594	25,571	11,158	23,422	11,220	5,031	11,220
2-203 - EQUIPMENT PARTS	19,557	9,773	-	-	8,216	-	-
2-204 - OFFICE SUPPLIES	1,824	1,176	2,518	3,417	2,434	1,322	3,042
2-231 - FOOD AND BEVERAGES	9,344	15,824	16,253	4,662	2,648	2,061	2,747
2-265 - FIRE EQUIPMENT PURCHASES	13,325	7,493	13,193	6,387	5,858	1,188	5,858
2-268 - FIRE EQUIP - PROTECTIVE CLOTHING	-	-	-	-	12,240	10,006	12,240
2-267 - FIRE EQUIP - BREATHING APPARATUS	-	-	10,000	5,932	4,876	2,512	4,876
2-272 - EQUIPMENT PURCHASES	-	748	2,105	27,627	882	-	-
2-329 - TRANSPORTATION	-	-	-	188	-	-	-
2-333 - ACCOMODATION	-	-	-	307	-	-	-
2-334 - MEALS PER DIEM	-	-	-	257	-	-	-
2-332 - CONFERENCE & COURSE FEES	44,909	86,253	84,496	26,864	22,479	6,837	28,098
2-300 - FUEL	1,923	835	780	217	1,383	1,774	2,365
2-302 - PARTS & MATERIALS	3,321	5,606	14,589	5,839	7,649	4,010	15,865
2-313 - GPS	-	-	-	34	-	-	-
	147	-	-	-	-	-	-
Total Variable Expenses	167,939	247,209	246,650	194,920	\$ 143,345	\$ 86,752	\$ 175,865
Fixed Expenses (Lights on)							
2-453 - SECURITY/ALARM CONTRACTS	-	-	300	300	306	-	230
2-454 - GARBAGE COLLECTION CONTRACTS	600	804	702	478	716	-	716
2-499 - GENERAL CONTRACTS	5,000	5,000	5,000	5,836	5,100	5,353	13,500
2-601 - GAS	2,741	2,684	3,155	2,565	3,218	1,677	3,282
2-602 - ELECTRICITY	3,928	3,783	4,166	4,626	4,249	2,385	4,334
2-604 - WATER SEWER	1,258	2,236	5,703	4,893	5,817	3,239	5,933
2-613 - TELEPHONES (LAND LINES)	-	-	-	-	-	-	-
2-632 - PROPERTY INSURANCE PREMIUMS	1,246	1,287	1,272	1,291	1,297	1,328	1,500
2-635 - EQUIPMENT LOSS INSURANCE	-	21	154	191	157	301	325
2-849 - TSF TO CARRYOVER RESERVE	-	-	-	-	-	-	-
2-911 - INTERNAL CHARGES	46,000	46,000	46,920	43,426	46,000	46,000	46,000
2-920 - FLEET CHARGE	219	119	180	43	184	-	184
2-849 - EVERGREEN	-	-	-	-	-	-	20
2-403 - LEGAL FEES	-	-	73	-	-	-	-
Total Fixed Expenses	60,993	61,935	67,625	63,649	\$ 67,045	\$ 60,282	\$ 76,025
Total Expenses	228,932	309,144	314,275	258,569	\$ 210,390	\$ 147,034	\$ 251,890

**Fire Training Centre
Percentage Share of Proposed 2020 Budget Requirements**

Updated: October 15, 2019

Attachment "B" to the
FTC Policy Board Meeting
October 24, 2019

	Land & Improvements	Percentage of Total	2020 \$ share**	2019 Reconciled Invoices*
ARMSTRONG	884,151,302	5.16%	4,119	\$ 3,580
ENDERBY	428,606,271	2.50%	1,996	\$ 1,787
VERNON	9,346,109,434	54.53%	43,521	\$ 38,414
COLDSTREAM	2,750,727,420	16.05%	12,812	\$ 11,499
SPALLUMCHEEN	966,145,189	5.64%	4,502	\$ 3,796
LUMBY	297,885,815	1.74%	1,389	\$ 1,208
LSA 16(F.T.C.- E.A."B/C/D")	2,104,902,285	12.28%	9,803	\$ 8,688
LSA 16(F.T.C.- E.A."F")	360,984,301	2.11%	1,684	\$ 1,425
	\$ 17,139,512,017	100.0%	\$ 79,825	\$ 70,397

**Based on Revised Roll (Mar 2019)

Notes:

The Revised Roll (Mar) is used to estimate the next year's cost apportionment for budget purposes.
The Final Roll (Dec) is to be used for the next year's actual cost apportionment and invoicing.

*2018 Surplus \$14,936.02 was Transferred to the FTC Reserve.

Fire Training Centre – Facility Improvements Plan

2019 Status Report and 2020-23 Facility Improvements Plan

This document provides an update on the status of the Facility Improvements Plan with further recommendations for the use of the Facility Improvements Reserve for 2020-2023.



Reserve Funds	
December 31, 2018 balance	\$39,680
2018 operating budget surplus contribution	\$14,936
Total 2019	\$54,616

2019 Status Report

Four projects were partially completed in 2018 and carried over into 2019. Their current status is outlined below.

Fiscal Year	Project Description	Project Justification	Status	Initial Budget	Expenses to Date	Budget Remaining
2019	Burn Building reinforcements (cells 3 and 4, both floors)	The engineer recommended installing barriers between the burn cells and the concrete structure.	Carried over from 2018, still in progress	\$16,000	\$4,417	\$11,583
2019	Burn Building Roof	The engineer recommended protecting the structure from rain and snow.	Carried over from 2018, still in progress	\$5,000	\$1,282	\$3,718
2019	Website	A website is needed for improving communication, reserving and scheduling FTC use.	Carried over from 2018, still in progress	\$2,992	\$0	\$2,992
2019	Security Camera system	With the recent theft of the skidsteer, a security camera system is recommended.	Carried over from 2018, complete	\$3,246	\$3,246	\$0

2020-2023 Plan

Three separate grants are being pursued to complete an Asset Management Plan in 2020. The Asset Management Plan will help establish a reliable long-term financial plan for maintenance and replacement of vital assets and the required funding for future projects. Some anticipated needs for the next four years are outlined below.

Fiscal Year	Project Description	Project Justification	Proposed Cost	Actual Cost
2020	Electricity, lights, and fans for self-rescue prop (sea-cans)	Installing electricity, lights and fans in the sea-cans will provide better visibility and ventilation during summer months.	\$5,000	
2020	Car fire prop	The car used in the car fire prop needs to be replaced with a new one.	\$2,500	
2020	New sign	The Chiefs have requested a new sign be installed.	\$1,000	
2020	Paint and tile	The classroom building needs a fresh coat of paint and some flooring tile installed to maintain aesthetics.	\$4,000	
2020	Fence repairs	Portions of the fence have been damage due to vehicles backing into it.	\$500	
2020	Equipment room	The equipment room attached to the burn building needs a new roof.	\$1,000	
		Total	\$14,000	

Fiscal Year	Project Description	Project Justification	Proposed Cost	Actual Cost
2021	Fill station	A fill station with fragmentation chamber would increase safety when filling SCBA cylinders	\$15,000	
2021	Repair and replace burn building doors and windows	The doors and windows deteriorate through repeated use of the burn building. They are necessary for controlling ventilation during live burns.	\$4,000	
2021	HVAC enclosure	The HVAC system is exposed to the elements and should be enclosed for efficiency.	\$4,000	
		Total	\$23,000	

Fiscal Year	Project Description	Project Justification	Proposed Cost	Actual Cost
2022	Self-rescue container painting	The self-rescue containers should be painted to increase aesthetics and deter rust.	\$2,000	
2022	Repair main building exterior walls	Exterior cladding on main building is in need of repairs to maintain aesthetics.	\$10,000	
		Total	\$12,000	

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018	2019	Anticipated 2020
Starting Balance	58,700	46,675	27,906	86,685	73,748	39,680	51,370
Annual Contribution	10,000	10,000	10,000	10,200	10,000	14,936	
70% redistribution in 2016			89,395				
Total	68,700	56,675	127,301	96,885	83,748	54,616	51,370
1-824 TSF TO FTC OPERATIONAL BUDGET	22,025	28,769	40,616	23,138	44,068	3,246	
Balance	46,675	27,906	86,685	73,748	39,680	51,370	51,370

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Laurel Grimm, Clerk Secretary
Date: November 20, 2019
Subject: 2020 Council Meeting Schedule

RECOMMENDATION

That Council adopts the 2020 Council Meeting Schedule.

BACKGROUND

Attached for consideration of Council are the suggested dates for Council meetings for the 2020 calendar year. Included for information are the UBCM and SILGA convention dates for reference.

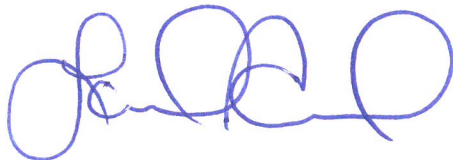
After Council approval, the Schedule will be posted on the City's website and notice given in accordance with the following requirements of the *Community Charter*:

Notice of council meetings

127 (1) A council must

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

Respectfully submitted,



Laurel Grimm
Clerk Secretary

2020

JANUARY

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

MARCH

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



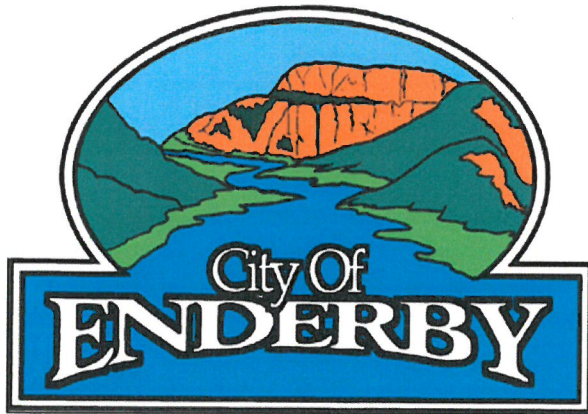
Proposed Regular Council Meeting



SILGA: Penticton Trade and Convention Centre (April 28-May 1)



UBCM: Vancouver (September 21-25)



619 Cliff Avenue

Enderby, BC

VOE 1V0

Phone: 250-838-7230

Fax: 250-838-6007

Email: info@cityofenderby.com

Website: www.cityofenderby.com

NOTICE OF 2020 REGULAR COUNCIL MEETING SCHEDULE

(Section 127 *Community Charter*)

Regular Council Meetings are held on the first and third Monday of the month at 4:30 p.m., except on statutory holidays. In such cases the Regular Council meeting will be held on the next day City Hall is open (i.e. Tuesday)

Meetings are held in the City of Enderby Council Chamber located at 619 Cliff Avenue, Enderby, BC.

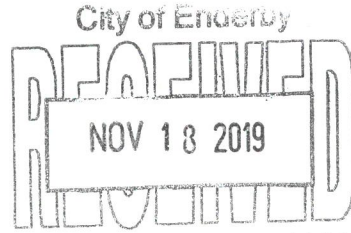
January 20, 2020
February 3, 2020
February 18, 2020
March 2, 2020
March 16, 2020
April 6, 2020
April 20, 2020

May 4, 2020
May 19, 2020
June 1, 2020
June 15, 2020
July 13, 2020
August 17, 2020
September 8, 2020

October 5, 2020
October 19, 2020
November 2, 2020
November 16, 2020
December 7, 2020
December 21, 2020



Agenda



1146187

NOV 13 2019

His Worship Greg McCune
Mayor of Enderby
619 Cliff Ave
Enderby BC V0E 1V0

Dear Mayor McCune and Councillors:

I am writing to thank you for meeting with me at the Union of British Columbia Municipalities Convention, which took place September 23 to 27, 2019, at the Vancouver Convention Centre in Vancouver, British Columbia.

We are greatly encouraged by the success of this year's convention, themed *Resiliency + Change*. With nearly 2,000 community leaders in attendance, local governments came together with a cohesive voice to discuss the needs and resources of communities, raised issues and ideas important to their communities, and learned about commonalities across the province.

In our meeting, we discussed some of your community's successes, including inter-agency collaboration and the recent commitment of space for non-profits. I was also pleased to hear of your efforts to bring in mental health professionals to speak to council and the community at large.

We also discussed some of the challenges you face, particularly in terms of accessing mental health care supports and resources. We understand rural and remote communities face a unique set of challenges when it comes to accessing care, which is why we're happy to provide you with a variety of online and tele-health resources your community members can access when trips to Vernon or Salmon Arm aren't possible or practical. I have attached a document with available resources that may be of interest to you.

Our government continues to be committed to making the mental health and addictions system work for all British Columbians by providing people with care when, where, and how they need it.

...2

As mentioned in our meeting, British Columbia's *A Pathway to Hope: A roadmap for making mental health and addictions care better for people in British Columbia* (the Roadmap) was released in June 2019. You can view the Roadmap here:


https://news.gov.bc.ca/files/BCMentalHealthRoadmap_2019.pdf.

The Roadmap is designed to improve the mental health and wellness of all British Columbians by ensuring people get access to the services they need to tackle problems early on.

This targeted approach is the beginning of a much larger, more enhanced, and comprehensive way we view and deliver mental health and addictions care in BC. The Roadmap will allow all people living in BC to thrive in their communities, while equally valuing mental, physical, emotional, and spiritual health and well-being.

Thank you again for your input and participation. I look forward to continuing to work with you as we move forward to improve mental health and addictions services for all British Columbians.

Yours sincerely,



Judy Darcy
Minister

Attachment

Rural & Remote Mental Health and Substance Use Services

Ensuring access through online and tele-health resources

We recognize British Columbians living in rural and remote areas are faced with unique challenges in accessing appropriate and culturally safe mental health and addictions services. Virtual care services have the potential to bridge existing gaps in service by providing timely access to appropriate interventions and helping people locate supports before they reach crisis.

To support this, the Ministry of Mental Health and Addictions, along with the Ministry of Health, is investing in innovative technology to provide individuals and physicians with free, user-friendly access to reliable information, screening tools, and psychological support. This includes providing mental health and substance use services to rural and remote communities through mobile clinical teams, e-Mental Health, tele-health, and travel assistance programs for both patients and physicians.

e-Mental Health and Substance Use Resources

HealthLink BC: (healthlinkbc.ca or 811) provides medically-approved information on more than 5,000 health topics, including mental health and substance use.

Mental Health and Substance Use Service Map: (gov.bc.ca/gov/content/mental-health-support-in-bc/map) a searchable listing of mental health and substance use resources and services, organized by community.

Mental Health and Substance Use Hub: (gov.bc.ca/gov/content/mental-health-support-in-bc) offers options for self-help, self-care, and links to resources.

BC Mental Health and Substance Use: (bcmhsus.ca) provides a network of services for BC residents across the province.

HeretoHelp: (heretohelp.bc.ca) is a project of the BC Partners for Mental Health and Addictions Information and offers resources to help people prevent and manage mental health and substance use problems.

Bounce Back: (bouncebackbc.ca or 1 866 639-0522) is an evidence-based program for adults experiencing symptoms of mild to moderate depression and anxiety. Bounce Back offers self-directed Cognitive Behavioural Therapy with over-the-phone coaching.

Additional Useful Online Resources:

(interiorhealth.ca/YourCare/MentalHealthSubstanceUse/MentalHealth/Documents/Useful%20Online%20Resources.pdf) a substantive list of online resources created by Interior Health.



Crisis Lines

310-Mental Health: call 310-MENTAL (310-6789 - no area code needed) toll-free anywhere in BC to access emotional support, information and resources specific to mental health and substance use issues.

Crisis Intervention and Suicide Prevention Centre of BC: (crisiscentre.bc.ca or 1 800 SUICIDE – 1 800 784-2433) provides emotional support to youth, adults and seniors in distress, 24 hours a day, 7 days a week.

Kuu-us Crisis Line Society: (toll-free at 1 800 588-8717, local youth at 250-723-2040 or local adults at 250-723-4050) provides Indigenous, culturally safe 24/7 telephone crisis supports, with specific care for youth and elders.

Youth in BC: (youthinbc.com or 1 866 661-3311) is a 24/7 crisis line that connects youth with support, information and resources. It also has an online chat feature available from 12pm – 1am daily.

Child and Youth Resources

erase: (erase.gov.bc.ca) Expect Respect & a Safe Education is a government website with a section on substance use with resources for educators, students, and parents.

Compass Mental Health: (compassbc.ca or 1 855 702-7272) a provincial phone and web-based consultation service for primary care and community providers to access evidence-based supports for children and youth living with mental health challenges and problematic substance use.

Kelty Mental Health Resource Centre: (keltymentalhealth.ca or 1 800 665-1822) is a free, provincial resource centre that provides information, resources, peer support and system navigation to children, youth and families across BC who are struggling with mental health and/or substance use challenges.

Foundry Online: (foundrybc.ca) a youth and young adult-centric interactive website offering self-assessments and connections to early supports. This site aligns with brick and mortar Foundry sites across BC to better integrate care for youth and young adults with mental health and substance use challenges.

Confident Parents: Thriving Kids: (cptka.inputhealth.com) is a phone-based coaching service for parents to help reduce mild to moderate anxiety and behavioural problems in children aged 3 to 12.

Agenda



Enderby Memorial Terrace and Memorial Tower

**Suite 108-708 Granville Ave.
Enderby, B.C.
250-838-6794**

November 20, 2019

Mayor Greg McCune
and City Councillors
City of Enderby

Dear Mayor McCune:

Re: 2020 Permissive Tax Exemption

On behalf of the Directors of the Enderby Seniors Housing Society, I wish to thank you and the Council for considering and approving the 2020 Tax Exemption for our Society in the amount of \$18,002.00.

This tax exemption will be most beneficial to the operation and tenants of the new Memorial Tower recently completed and now at full occupancy.

Yours truly,

Peter Gilowski
President
Enderby Seniors Housing Society

