

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: February 3, 2020
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

Regular Meeting Minutes of January 20, 2020

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Public Hearing Report of January 20, 2020

P8

3. PUBLIC AND STATUTORY HEARINGS

4. PETITIONS AND DELEGATIONS

FED: Feed Enderby & District
Bonnie Hardy and Lorrie Epp

P10

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

6. REPORTS

Mayor and Council

Area F Director

7. NEW BUSINESS

Revised Acting Mayor Schedule for 2020

Memo prepared by Chief Administrative Officer dated January 29, 2020

P11

Disclosure of Contracts

Memo prepared by Chief Financial Officer dated January 28, 2020

P12

Trial Community Compost Bin Program

Memo prepared by Planner and Deputy Corporate Officer dated January 30, 2020

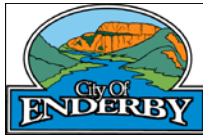
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8. PUBLIC QUESTION PERIOD

9. CLOSED MEETING RESOLUTION

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

10. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, January 20, 2020 at 4:30 p.m. in the Council Chambers of City Hall

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

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Clerk Secretary – Laurel Grimm

Other: The Press and Public

APPROVAL OF AGENDA

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

ADOPTION OF MINUTES

Regular Meeting Minutes of December 16, 2019
Moved by Councillor Shishido, seconded by Councillor Case
“THAT the December 16, 2019 Council Meeting minutes be adopted as circulated.”
CARRIED

Public Hearing Report of December 16, 2019
Moved by Councillor Shishido, seconded by Councillor Case
“THAT the December 16, 2019 Public Hearing Report be adopted as circulated.”
CARRIED

PUBLIC AND STATUTORY HEARINGS

0007-19-OR-END (Francks) and City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1691, 2019 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1692, 2019

The regular meeting gave way to a public hearing at 4:32 p.m.

The regular meeting re-convened at 4:42 p.m.

PETITIONS AND DELEGATIONS

Enderby and District Arts Council

Neil Fidler, Secretary, made a presentation on the Enderby and District Arts Council. One error noted on paragraph #3: Amount should read \$4000 and not \$9000.

Condolences to Rhonda Burkes family, she was a very valuable member of the Arts Council.

The merger with Courtyard Gallery is underway, and members are excited about the transition. Planning continues for the Arts Festival. Requesting a operating grant of \$4000 for operations.

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT the Enderby and District Arts Council’s request for a \$4000 operating grant be referred to budget.”

CARRIED

DEVELOPMENT MATTERS

0007-19-OR-END (Francks) and City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1691, 2019 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1692, 2019 – 3rd and adoption

Legal: LOT 14 BLOCK 7 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS)
DIVISION YALE DISTRICT PLAN 211A
Address: 709 Russell Avenue, Enderby BC
Applicant: Dean Francks

Moved by Councillor Baird, seconded by Councillor Schreiner

“THAT Council receives and files the attached Staff Report dated December 11, 2019;

AND THAT Council gives third reading and adoption to the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1691, 2019;

AND THAT third reading and adoption be given to the Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1692, 2019;

AND FURTHER THAT adoption shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1692, 2019.”

CARRIED

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

None

REPORTS

Mayor and Council Reports

Councillor Case

Previously discussed under Committee of the Whole.

Councillor Davyduke

Previously discussed under Committee of the Whole.

Councillor Shishido

Previously discussed under Committee of the Whole.

Councillor Baird

Discussion on proposed ParticipACTION grant disbursement and celebrating the achievement in the community.

Councillor Knust

Noted that it is wise to look at current parking concerns for rental units and possibly using housing agreements to manage parking effectively in the community when increases to population density are proposed. Residents need to be informed that illegal parking is enforceable by bylaw.

Councillor Schreiner

Previously discussed under Committee of the Whole.

Area F Director

Denis Delisle attended the Shuswap Water Council Meeting where the main issue discussed was agriculture near to the the Lower Shuswap River. Rail Trail Meeting and Agricultural Fire Planning activities are proceeding. Community expected to have an active fire season, continuing to support Fire Smart and Emergency Neighbourhood Plans.

RDNO Building Permit Summary – December 2019

Moved by Councillor Case, seconded by Councillor Shishido

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

CARRIED

NEW BUSINESS

Emergency Management Modernization Comments

Moved by Councillor Baird, seconded by Councillor Knust

“THAT Council directs staff to submit, on behalf of the City of Enderby, the emergency management modernization comments to Emergency Management BC.”

CARRIED

Fortune Parks Consent for Bylaw Revisions

Moved by Councillor Baird, seconded by Councillor Case

“THAT Council provides notice to the Board of the Regional District of North Okanagan that it consents to the RDNO Fortune Parks, Recreation and Culture Conversion and Service Establishment Amendment Bylaw No. 2840, 2019.”

CARRIED

Support for Infrastructure Planning Grant for Northern Drainage Basin Stormwater Management Plan

Moved by Councillor Knust, seconded by Councillor Schreiner

“THAT Council supports the Infrastructure Planning Grant application to the Union of British Columbia Municipalities for a Northern Drainage Basin Stormwater Management Plan.”

CARRIED

Digital Billboard Sponsorship Renewal for 2020

Moved by Councillor Knust, seconded by Councillor Case

“THAT Council renews the annual digital billboard sponsorships for the year 2020 for the following groups/organizations:

<i>Enderby & District Community Resource Centre</i>	<i>\$11,200</i>
<i>Enderby & District Services Commission</i>	<i>\$10,000</i>
<i>Alzheimer Society of BC</i>	<i>\$8,400</i>
<i>Enderby & District Lions Club</i>	<i>\$8,400</i>
<i>Royal Canadian Legion Branch #98</i>	<i>\$8,400</i>
<i>Wheels to Meals</i>	<i>\$8,000</i>
<i>Enderby & District Curling Club</i>	<i>\$7,000</i>
<i>MV Beattie PAC</i>	<i>\$7,000</i>
<i>Enderby & District Arts Council</i>	<i>\$6,000</i>
<i>Enderby Preschool Society</i>	<i>\$5,600</i>
<i>Enderby & Area Early Years Committee</i>	<i>\$5,200</i>
<i>St. Andrews United Church</i>	<i>\$5,100</i>
<i>Enderby Fire Rescue Society</i>	<i>\$5,000</i>
<i>Enderby Fish and Game Association</i>	<i>\$4,900</i>
<i>IODE Lambly's Landing Chapter</i>	<i>\$4,900</i>
<i>Okanagan Regional Library (Enderby Branch)</i>	<i>\$4,900</i>
<i>Enderby & District Museum Society</i>	<i>\$4,900</i>
<i>Enderby Artists' Initiative</i>	<i>\$4,200</i>
<i>Open Air Market</i>	<i>\$3,750</i>
<i>Shuswap Trail Alliance</i>	<i>\$3,500</i>
<i>Enderby & District Garden Club</i>	<i>\$3,500</i>
<i>Enderby Winter Market</i>	<i>\$3,000</i>
<i>Enderby Evangelical Chapel</i>	<i>\$2,800</i>
<i>Enderby Army Cadets</i>	<i>\$2,800</i>
<i>Enderby & District Youth Soccer Association</i>	<i>\$2,800</i>
<i>Enderby Minor Baseball Association</i>	<i>\$2,800</i>
<i>St. Ann's Catholic Church</i>	<i>\$2,800</i>
<i>Church of Jesus Christ of Latter-day Saints</i>	<i>\$2,800</i>
<i>Anglican Church Women</i>	<i>\$2,100</i>
<i>NexusBC</i>	<i>\$2,100</i>
<i>Enderby & Area Junior Air Rifle Program</i>	<i>\$2,100</i>
<i>Myeloma Canada</i>	<i>\$2,100</i>
<i>Santa's Workshop</i>	<i>\$2,100</i>
<i>Hunter's Range Snowmobile Association</i>	<i>\$1,400</i>
<i>Enderby & District Seniors Complex</i>	<i>\$1,400</i>
<i>Shuswap Seed Savers</i>	<i>\$1,400</i>
<i>Enderby in Motion</i>	<i>\$700</i>
<i>Polar Bear Dip</i>	<i>\$700</i>

<i>Okanagan Historical Society (Enderby Branch)</i>	<i>\$700</i>
<i>Canadian Cancer Society</i>	<i>\$700</i>
<i>Cliff Notes Community Choir</i>	<i>\$700.”</i>

CARRIED

Staff to send invitations to specific groups/organizations to see if they would like to make a presentation to Council.

Councillor Schreiner left the room (5:17 p.m.)

Councillor Schreiner entered the room (5:18 p.m.)

Bylaw Enforcement Statistics for Third Period of 2019

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT Council receives and files the Bylaw Enforcement Statistics for Third Period of 2019.”

CARRIED

Bylaw Compliance Policy

Moved by Councillor Baird, seconded by Councillor Knust

“THAT Council approve the amended Bylaw Compliance Policy.”

CARRIED

Community Emergency Preparedness Fund – Flood Risk Assessment, Flood Mapping And Flood Mitigation Planning Program

Moved by Councillor Case, seconded by Councillor Davyduke

“THAT the City of Enderby submit an application under the Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning funding stream of the Community Emergency Preparedness Fund in order to undertake the following activities:

- 1. Completing a flood risk assessment; and*
- 2. Updating and enhancing flood mapping.*

AND THAT Council confirms that the City of Enderby is willing to provide overall grant management for the aforementioned activities.”

CARRIED

Request for Temporary Sign at 1806 George Street

Moved by Councillor Knust, seconded by Councillor Baird

“THAT Council defers enforcing the provisions of the Zoning Bylaw related to prohibiting temporary signs, for 1806 George Street, subject to the following conditions:

- 1. The deferral of enforcement would only apply for a 6-month period, with the owners being required to submit a new request at the end of the 6 months if they wish for the placement of the temporary sign to continue;*
- 2. The deferral of enforcement only applies to the temporary sign as shown in the attached conceptual drawing;*

3. *The temporary sign must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;*
4. *The temporary sign shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.) and be maintained in good repair; and*
5. *Should any of the aforementioned conditions not be adhered to, the City may require that the temporary sign be removed at its sole and unfettered discretion;*

AND THAT Council directs Staff to bring forward an amendment to the Zoning Bylaw as part of the next review, which would provide conditions under which temporary signs may be installed when a property is being developed or redeveloped."

CARRIED

Ministry of Public Safety and Solicitor General

Moved by Councillor Knust, seconded by Councillor Case

"THAT Council receives and files the correspondence from the Ministry of Public Safety and Solicitor General."

CARRIED

RDNO Funding Request 2020 Canadian Cross Country Skiing Championships

Moved by Councillor Schreiner, seconded by Councillor Shishido

"THAT Council respectfully declines providing financial support to the 2020 Canadian Cross Country Skiing Championships."

CARRIED

OPPOSED Mayor McCune/Councillor Case

PUBLIC QUESTION PERIOD

None

CLOSED MEETING RESOLUTION

Moved by Councillor Shishido, seconded by Councillor Davyduke (5:34 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) of the Community Charter."

CARRIED

ADJOURNMENT

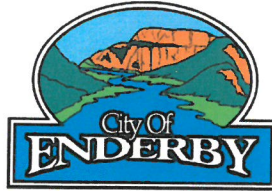
Moved by Councillor Knust, seconded by Councillor Davyduke

“That the regular meeting of January 20, 2020 adjourn at 6:15 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER



THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held on January 20, 2020 at 4:32 p.m. in the Council Chambers of City Hall.

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

Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Clerk Secretary – Laurel Grimm
The Press and Public

Mayor McCune read the rules of procedure for public hearings and introduced the following Bylaws:

0007-19-OR-END (Francks) and City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1691, 2019 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1692, 2019

Legal: LOT 14 BLOCK 7 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A
Address: 709 Russell Avenue, Enderby BC
Applicant: Dean Francks

The Chief Administrative Officer provided an overview of the background information related to the application and the floor was opened to comments from the public:

No comments were made from the public.

The Chief Administrative Officer read the written submissions.

Johannes Buskop, 712 Russell Avenue, Enderby BC

- Concerns regarding parking
- Has seen previous issues with parking in this location

Thurman and Dorothy Doran, 708 Russell Avenue, Enderby BC

- In support of the zoning amendment application for 709 Russell Avenue, Enderby BC.

Wesley Funk, 707 Russell Avenue, Enderby BC

- In support of the zoning amendment application for 709 Russell Avenue, Enderby BC.

The Chief Administrative Officer asked if there were any technical questions from Council.

Councillor Shishido asked what the average size lot was on similar streets and the parking impact. The Chief Administrative Officer responded that some technical aspects will need to be reviewed at the development stage as these are smaller lots. The Applicant will need to meet all requirements of the zoning bylaw, including meeting off-street parking obligations. While there is a conceptual layout of the site included in the application package, the applicant is not obliged to follow this layout. If the applicant chooses to seek a variance of the zoning bylaw requirements, that would trigger a technical review and then another public process. If a variance is requested, the technical review may recommend new conditions to mitigate parking impacts.

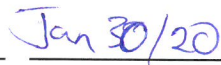
There were three calls for the public to make representation regarding the application. There were no speakers.

The Mayor made his closing statement and declared the Public Hearing closed at 4:42 pm.

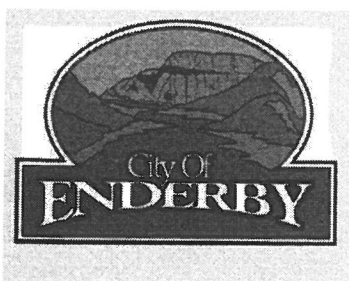
Pursuant to Section 465 (6) of the *Local Government Act*, I, Tate Bengtson, Corporate Officer, hereby certify this to be a fair and accurate report of the Public Hearing held on January 20, 2020.



Signature



Date



REQUEST TO APPEAR AS A DELEGATION

On 3 02 2020
Day Month Year

Date of Request Jan. 28, 2020 ^{for} Feb. 3, 2020 @ 4:30.

Name of Person Making Request Bonnie Hardy & Lorrie Epp.

Name and Title of Presenter(s) _____

Food Bank Board President & Food Bank Volunteer Coordinator.

Contact Information Bonnie Hardy (250) 838-9434 Lorrie Epp. 308-6069m
(250) 838-9450

Details of Presentation _____

We are accepting an invitation from the Mayor
and Council to speak about the successes and
challenges at the Enderby Food Bank moving forward

Desired Action from Council (check all that apply) into another year.

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

Please describe desired action in detail _____

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

No materials to be used relating to our
Food Bank information presentation.

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council

From: Tate Bengtson, CAO

Date: January 29, 2020

Subject: Revised Acting Mayor Schedule for 2020

RECOMMENDATION

THAT Council adopts the revisions to the Acting Mayor Schedule for 2020.

BACKGROUND

Council typically sets rotating two-month terms for Acting Mayor after the inaugural meeting of its term. For 2020, revisions are proposed to provide a better balance. The below proposal reflects a poll of Councillors.

2020	
January	Councillor Shishido
February	Councillor Schreiner
March	Councillor Schreiner
April	Councillor Shishido
May	Councillor Case
June 1-15	Councillor Case
June 16-30	Councillor Baird
July 1-15	Councillor Case
July 16-30	Councillor Baird
August 1-15	Councillor Knust
August 16-31	Councillor Davyduke
September 1-15	Councillor Knust
September 16-30	Councillor Baird
October	Councillor Davyduke
November	Councillor Davyduke
December	Councillor Knust

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: January 28, 2020
Subject: Disclosure of Contracts - Council

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

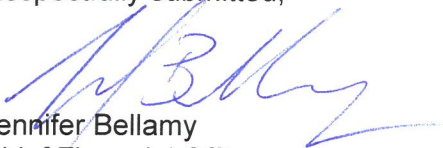
Section 107 of the Community Charter requires that any contract entered into by the City that would provide a member of Council with a direct or indirect financial interest be reported at a Council meeting that is open to the public.

During the said period, the City of Enderby entered into the following contracts:

October 01, 2019 to December 31, 2019

Council Member	Supplier	Amount
Councillor Baird	Baird Bros. Ltd.	\$ 1,732.10
Mayor McCune	GTI Petroleum	\$ 6,447.87
Mayor McCune	Sutherland's Bakery	\$ 150.00

Respectfully submitted,


Jennifer Bellamy
Chief Financial 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: January 30, 2020

Subject: Trial Community Compost Bin Program

RECOMMENDATION A

THAT Council supports further exploration of a community compost bin program for a 1-year trial period from May 2020 to May 2021;

AND THAT Council directs Staff to report back with a full proposal describing how the trial community compost bin program could be implemented, including the costs involved.

RECOMMENDATION B

THAT Council defers implementation of a trial community compost bin program until the Regional District of North Okanagan has identified regional organic diversion initiatives.

BACKGROUND

Council previously directed Staff to explore a community compost bin program on a trial basis. A community compost bin would provide a location for residents to drop off food and organic waste, and thus divert it from the local landfill.

Staff have reached out to Spa Hills Compost to discuss the placement of a community compost bin. Given Enderby's relatively small size, Spa Hills Compost anticipates that one three-yard compost bin would be sufficient to accommodate the demand of Enderby's residential population. Based on the provision of one compost bin which would be emptied once per week from September to May, and bi-weekly from June to August when higher temperatures increase the potential for odour, the cost would be approximately \$2,850/year. Should the demand be high enough that the bin needs to be emptied bi-weekly throughout the entire year, this would increase the cost to \$4,600/year; although Spa Hills Compost does not anticipate that this would be the case given Enderby's relatively small size, it is possible that demand could exceed expectations, particularly if businesses or residents from neighbouring jurisdictions use the compost bin, or users abuse the system (i.e. dropping off excessive amounts of yard waste or illegal dumping). Staff anticipate that there would be additional costs of approximately \$500 related to the development of signs and promotional materials to help educate the public on the use of the bin (i.e. types of materials that are acceptable, use of biodegradable bags). The total cost of the trial program is estimated at \$3,350-\$5,100/year, depending upon demand, and assuming public education initiatives are successful.

In implementing a trial compost bin program, staffing resources would be expended on undertaking initiatives to educate residents on the use of the bin, handling inquiries on the use of the bin, responding to complaints

(i.e. contamination, overflowing, smell, illegal dumping), and coordinating with the contractor. It is anticipated that if the program is rolled out with sufficient education and awareness for residents up front, the staffing impacts associated with administering the program could be mitigated in the long run; having said that, the staffing impacts associated with the program could impact the timing and delivery of other strategic commitments.

Staff engaged with City of Vernon staff who administer Vernon's compost bin program, which involved placing a compost bin at the Vernon City Hall parking lot and at the Schubert Centre with weekly pick-up for each. City of Vernon Staff noted that once the pilot program was initiated, demand was high as residents changed their waste disposal habits; however, once the pilot program ended, community expectations remained. The City of Vernon has now proceeded with implementing Phase II of the program which involves increasing the number of bins from 2 to 6, and increasing the frequency of pick-up to bi-weekly.

Should Council support further exploration of a community compost bin program for a 1-year trial period from May 2020 to May 2021, it is recommended that Staff be directed to report back with a full proposal for how the program could be implemented; such a proposal would look at factors such as:

1. Potential locations for the bin;
2. Initiatives to educate residents on the use of the bin;
3. Mitigative measures to reduce the potential for contamination and abuse of the program; and
4. Opportunities for partnership and cost-sharing with neighbouring jurisdictions.

With regards to item #4 above, it is anticipated that residents outside of the City of Enderby will use the community compost bin and thus increase demand, potentially to the point where the frequency of pick-up may have to be increased at additional cost. This is difficult to manage without significant administrative burden (i.e. City of Salmon Arm used a registration process where registered residents were provided a key to the compost bin). Given this, discussions should take place with neighbouring jurisdictions to explore opportunities for partnership and cost-sharing.

Alternatively, Council may wish to defer implementation of a trial community compost bin program until the Regional District of North Okanagan has identified regional organic diversion initiatives. The Regional District will be undertaking a waste characterization study in the near future to analyse the waste characteristics of residential, commercial and demolition/construction waste for the different jurisdictions throughout the region. Following the completion of this study, it is anticipated that a variety of regional organic diversion initiatives may be rolled out for which the City may participate or be required to participate. This may include a requirement or disincentive to compel the introduction of curbside organics collection regionally, which may make a community compost bin program redundant. As a result of this evolving context, a community compost bin pilot program may or may not be consistent with the long-term approach of organics diversion at the regional level.

Respectfully Submitted



Kurt Inglis

Planner and Deputy Corporate Officer