

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: October 5, 2020
TIME: 4:30 p.m.
LOCATION: Enderby City Hall

Please contact Enderby City Hall at 250-838-7230 or info@cityofenderby.com by **3:30pm on the day of the meeting** to obtain access codes to attend the meeting electronically.

The City of Enderby uses Zoom for its electronic facilities and encourages members of the public unfamiliar with the application to test it in advance; for technical support, please contact Zoom.

If you do not have a computer or mobile phone capable of using Zoom, please let us know and we can provide you with a number that you can call in from a regular telephone.

When applicable, public hearing materials are available for inspection at www.cityofenderby.com/hearings/

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

2.1. Meeting Minutes of August 17, 2020 Page 1

3. PETITIONS AND DELEGATIONS

3.1. Supt. Shawna Baher, RCMP Verbal

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

5. BYLAWS

5.1. Housing Agreement Authorization Bylaw No. 1708, 2020 Page 8
1st, 2nd and 3rd readings

6. REPORTS

6.1. Mayor and Council Reports Verbal

6.2. RDNO Building Permit Summary - August 2020 Page 16

7. NEW BUSINESS

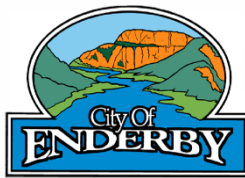
7.1. New Pool Grant Application - Resolution of Support Page 17
Memo prepared by CAO dated September 29, 2020

- 7.2. Public Meeting and Hearing Procedures During Covid-19 Pandemic Page 20
Memo prepared by CAO dated September 29, 2020
- 7.3. Rescission of Flood Construction Exemption Resolution for 2205 McGowan Street Page 23
Memo prepared by CAO dated September 21, 2020
- 7.4. Letter of Support for Splatsin Youth Group Community Workforce Response Grant Page 25
Memo prepared by CAO dated October 1, 2020
- 7.5. Support for Extension of Temporary Expanded Service Area (TESA) Page 27
Authorizations Unit October 31, 2020
Memo prepared by Deputy Corporate Officer and Planner

8. CLOSED MEETING RESOLUTION

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

9. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, August 17, 2020 at 4:30 p.m. in Council Chambers

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

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner and Deputy Corporate Officer – Kurt Inglis
Clerk Secretary – Laurel Grimm

Other: David and Lisa Lancaster via teleconference
Jackie Pearase, Enderby RiverTalk
Brooke Hovey, Okanagan Advertiser

CALL TO ORDER

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT in accordance with Ministerial Order No. M192/20, Local Government Meetings and Bylaw Process (COVID-19) Order No. 3, the City of Enderby Council resolves that this meeting shall be held without members of the public in attendance due to an inability to safely provide physical distancing given the size of Council Chambers;

AND THAT Council shall ensure openness, transparency, accessibility, and accountability in respect of the meeting by providing teleconference access for the public to hear and, during question period, be heard, by providing two seats reserved for media to attend in person, and by hearing written submissions from the public.”

CARRIED

APPROVAL OF AGENDA

Moved by Councillor Knust, seconded by Councillor Baird
“THAT the August 17, 2020 Council Meeting agenda be approved as amended by adding the late item Shuswap River: Tourism and Overflow Parking Concerns under New Business.”

CARRIED

ADOPTION OF MINUTES

Council Meeting Minutes of July 13, 2020

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT the July 13, 2020 Council Meeting minutes be adopted as circulated.”

CARRIED

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

None

DEVELOPMENT MATTERS

0028-20-DVP-END

Legal: Lot 1, District Lot 226, Osoyoos Division Yale District Plan KAP59001
Address: 2205 McGowan Street, Enderby BC
Applicant: David and Lisa Lancaster

Moved by Councillor Schreiner, seconded by Councillor Knust
“THAT Council grants an exemption to Section 1401.4.a of the City of Enderby Zoning Bylaw No. 1550, 2014 for the property legally described as LOT 1 DISTRICT LOT 226 OSOYOOS DIVISION YALE DISTRICT PLAN KAP59001 and located at 2205 McGowan Street, Enderby to reduce the flood construction level of an existing accessory residential building from 353.0 m to 352.29 m G.S.C, subject to the following conditions:

1. *The applicant providing a certification from a professional engineer or geoscientist, or other prescribed person, that the property can safely be used for the intended use; and*
2. *The applicant registering a covenant as a priority charge on the title of the property to:*
 - i. *Require the Covenantor to acknowledge and agree that the City of Enderby does not represent that any building or structure constructed in compliance with the covenant terms will not be damaged by flooding or erosion, and the Covenantor agrees not to claim damages or to hold the City of Enderby responsible for damages caused by flooding or erosion; and*

Require the Covenantor to indemnify and save harmless the City of Enderby from any claims, demands, actions, and costs associated with losses or damages occurring as a result of the breach of any provisions of the Covenant by the Covenantor.”

CARRIED

BYLAWS

Parks, Recreation and Culture Fees Bylaw

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT Council, in accordance with Section 12 of Ministerial Order No. M192 [Local Government Meetings and Bylaw Process (COVID-19) Order], gives first, second, and third readings and adopts the bylaw cited as “The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1704, 2020.”

CARRIED

Cemetery Regulation Bylaw

Moved by Councillor Schreiner, seconded by Councillor Shishido
“THAT Council, in accordance with Section 12 of Ministerial Order No. M192 [Local Government Meetings and Bylaw Process (Covid-19) Order], gives first, second and third readings and adopts the bylaw cited as “Enderby and District Cemetery Regulation Bylaw No. 1702, 2020.”

CARRIED

2020 Property Tax Sale Deferral Bylaw

Moved by Councillor Shishido, seconded by Councillor Schreiner

“THAT Council, in accordance with Section 12 of Ministerial Order No. M192 [Local Government Meetings and Bylaw Process (Covid-19) Order], gives first, second and third readings and adopts the bylaw cited as “City of Enderby 2020 Tax Deferral Bylaw No. 1706, 2020.”

CARRIED

REPORTSMayor and Council ReportsCouncillor Schreiner

Councillor Schreiner would like to compliment the City of Enderby Bylaw Staff for their enhanced bylaw compliance efforts. Discussion on commercial properties in the community which were previously listed for sale. The Regional District of North Okanagan only holds one Council meeting a month.

Councillor Knust

Three more garden beds have been added at the Harvest Hut located on Maud Street. She requested two (2) new water barrels. The CAO advised that the barrels will be delivered there by Public Works shortly.

Councillor Knust asked if the City had received many complaints regarding the smell of cannabis. The Planner and Deputy Corporate Officer informed her that there had been one complaint; however, as it was anonymous, we could not follow-up on it.

Councillor Knust also suggested writing encouraging words such as “love” “together” with the tar used for resurfacing the pavement.

Clarification was asked for use of vehicles, the wearing of masks, and COVID-19 infection control policies. The Chief Administrative Officer informed her that policies are in place to encourage the use of separate vehicles when possible and taking additional measures to ensure adequate ventilation. Staff are welcome to wear masks as a personal choice, but it is not corporate policy to require masks at this time.

Councillor Baird

The Interactive Art project has now been completed. Many thanks to everyone who participated in getting this off the ground. Councillor Baird has been actively attending Enderby and District Services Commission Meetings. There will be a Rail Trail Meeting on Friday, August 21, 2020.

The Okanagan Regional Library Branch in Enderby has been very busy after opening with new Covid-19 safety measures.

Councillor Shishido

Attended the Enderby and District Arts Council (EDAC) Meeting. EDAC has completed the public mural project at the Red Apple which depicts a bear on the east facing wall. There have been discussions on holding a coffee house sometime in the near future. The EDAC Annual General Meeting will be held on September 2, 2020 at 7 p.m. at the Seniors Center.

The Enderby and District Chamber of Commerce has established a committee to review policies. They have six (6) new members.

Councillor Davyduke

Community Futures Update:

- Receiving a variety of messages and ideas from different businesses on what their current needs are. There has been a lot of pressure on business owners and challenges placed on their operating capacity as well as their ability to earn revenue.
- Priorities for programs are moving forward with a lot of programming going virtual.
- Momentum Women’s Program: Substantial amount of funding is still available through this program. Community Futures is looking to alleviate some of the parameters to make it easier for women to apply and be successful.
- Regional Relief Recovery Fund: Interest Free Loans available for operational expenses for businesses.

Councillor Davyduke attended the Fire Training Policy Board Meeting on July 16, 2020.

Chief Administrative Officer

The CAO provided a brief on the 3rd Avenue and Hubert Avenue Reconstruction Project which will commence before the end of August. The Ministry of Transportation and Infrastructure will reportedly begin Highway resurfacing after Labour Day Weekend. The City will postpone street sweeping until resurfacing is complete and evaluate at that time.

2nd Quarter 2020 Policing Report

Moved by Councillor Knust, seconded by Councillor Schreiner
“That the 2nd Quarter 2020 Policing Report is received and filed.”

CARRIED

Staff to send a meeting invitation to the RCMP Superintendent to discuss policing in our area.

RDNO Building Permit Summary for July 2020

Moved by Councillor Baird, seconded by Councillor Knust
“That the RDNO Building Permit Summary for July 2020 is received and filed.”

CARRIED

NEW BUSINESS

Drinking Water Annual Report 2019

Moved by Councillor Baird, seconded by Councillor Shishido
“That Council receives and files the Drinking Water Annual Report 2019.”

CARRIED

Notice of Motion: Rail-Trail Planning

Moved by Councillor Shishido, seconded by Councillor Knust
“THAT Council for the City of Enderby requests that the Shuswap North Okanagan Rail Trail (Sicamous to Armstrong) Governance Advisory Committee puts policies and procedures in place to ensure that effective and consultative planning for safe road crossings, adequate parking, and trail head amenities within the City of Enderby is completed prior to the start of construction of the Shuswap North Okanagan Rail Trail;

AND THAT this planning involves outreach and engagement with key stakeholders and partners, including the City of Enderby, to ensure that the Rail Trail exists in harmony with

surrounding neighbourhoods and compliments long-range transportation and infrastructure plans.”

CARRIED

2019 Annual Report

Moved by Councillor Baird, seconded by Councillor Shishido

“That Council approves the 2019 Annual Report.”

CARRIED

No written submissions were received.

June 2020 Financial Report

Moved by Councillor Schreiner, seconded by Councillor Davyduke

“That the Financial Report from the Chief Financial Officer, dated July 29, 2020 be received for information.”

CARRIED

Disclosure of Contracts – Council

Moved by Councillor Knust, seconded by Councillor Davyduke

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

CARRIED

Discussion on Update to City of Enderby Zoning Bylaw No. 1550, 2014

Councillor Knust brought forward concerns with logging trucks parking along City boulevards. Would like to see further enforcement around this issue. Staff apprised of bylaws around parking and prior Council direction with respect to enforcement when there is a demonstrated nuisance.

Council discussed zoning regulations for child care facilities and safety hazards along Highway 97. The potential to waive zoning fees was brought forward. It was established that child care facilities should be determined on a case by case basis, through a Zoning text amendment process, given that there are often site-specific considerations that may not be well served through a broader addition of child care facilities as a permitted use within entire zones.

Moved by Councillor Knust, seconded by Councillor Davyduke

“That Council directs Staff to proceed with preparing an amendment to the City of Enderby Zoning Bylaw No. 1550, 2014 in order to update the bylaw consistent with the policy items outlined in the memorandum

AND FURTHER THAT Council Directs Staff to prepare an amendment to the City of Enderby Official Community Plan Bylaw No. 1549, 2014 to update the City’s Regional Context Statement in response to the amendment North Okanagan Regional Growth Strategy.”

CARRIED

Flood Mapping, Risk Assessment, and Mitigation Planning Process – Award of Contract

Moved by Councillor Baird, seconded by Councillor Schreiner

“That Council awards the contract for the Flood Mapping, Risk Assessment, and Mitigation Planning process to Interior Dams in the amount of \$120,000.00.”

CARRIED

Ministry of Children and Family Development: Child Care

Moved by Councillor Baird, seconded by Councillor Davyduke

“That the Ministry of Children and Family Development: Child Care correspondence is received and filed.”

CARRIED

Village of Kaslo: Strategy for Rural Economic Development Through Health Care

Moved by Councillor Knust, seconded by Councillor Davyduke

“That the Village of Kaslo: Strategy for Rural Economic Development Through Health Care correspondence is received and filed.”

CARRIED

Ministry of Municipal Affairs and Housing: Covid-19 and Economic Recovery

Moved by Councillor Baird, seconded by Councillor Shishido

“That the Ministry of Municipal Affairs and Housing: Covid-19 and Economic Recovery correspondence is received and filed.”

CARRIED

Shuswap River: Tourism and Overflow Parking Concerns

Mayor and Council have received complaints regarding parking and garbage accumulation left over from people accessing the Shuswap River. Most of these access points are outside of the City of Enderby’s jurisdiction.

Staff directed to set up a workshop with the Area F Director, RCMP and Conservation Officer to discuss potential solutions.

Council discussed options around parking and fees for towing. The following questions were raised:

- Does this City want to pursue paying for towing and signage for drop-off and pick-up locations on the River? Discussion on whether this may be profitable and help to fund river management, despite prior business case analysis. The high operating costs and low revenues may be offset by using student workers funded through grants. Councillor Knust mentioned that this is likely to be a high-conflict job and may not be suitable for student workers. The CAO mentioned that there may be challenges in meeting eligibility requirements for student worker grants.
- Can we change the use to “Drop-Off” only designations at certain points?
- Can we designate an access along the east side of the beach at Tuey Park for tube floaters to disembark, without conflicting with other beach users?

Council discussed the opportunity for ride sharing and joint ventures with Splatsin and Area F.

The City will need to collaborate with the Rail Trail owners to ensure parking is being properly managed at the design stage for the proposed Rail Trail.

Brainstorming on possible initiatives included the following ideas:

- “Stewards of the River” Program
- Hiring summer students to run a kiosk during high traffic weekends
- “Local River Passes” and “Non-Residential Rates” for Parking
- Exit Only lane at Tuey Park
- Air Compressor Station at launch area

- Designated Exit
- Designated Pick-Up Zone

Moved by Councillor Baird, seconded by Councillor Davyduke
“That Staff schedule a meeting with all interested parties to discuss parking on the Shuswap River.”

CARRIED

PUBLIC QUESTION PERIOD

Jackie Pearase, Enderby RiverTalk, asked when the Bawtree Bridge Watermain project was going to be complete. The CAO informed her that there has been a delay with shipping materials from the United States but will request an update from the Engineer and update Mrs. Pearase.

Brooke Hovey, Okanagan Advertiser, asked if the City of Enderby Council was going to nominate anyone for UBCM’s “Community Investment Program”?

Councillor Baird left the room (6:09 p.m.)

Mayor McCune stated that they would ask citizens to step forward with nominees, and asked Ms. Hovey if she would mind communicating this..

Councillor Baird left the room (6:11 p.m.)

CLOSED MEETING RESOLUTION

Moved by Councillor Knust, seconded by Councillor Baird (6:16 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)(k) of the Community Charter.”

CARRIED

ADJOURNMENT

Moved by Councillor Schreiner, seconded by Councillor Shishido
“That the regular meeting of August 17, 2020 adjourn at 7:08 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: September 4, 2020
Subject: Amendment to Housing Agreement/Covenant for 607 Cliff Avenue

RECOMMENDATION

THAT Council gives three readings to Housing Agreement Authorization Bylaw No. 1708, 2020;

AND THAT upon adoption of Housing Agreement Authorization Bylaw No. 1708, 2020, Council directs the Corporate Officer to execute an amendment to the Section 219 Covenant/Housing Agreement registered on the title of 607 Cliff Avenue, Enderby BC.

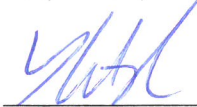
BACKGROUND

In 2017, the City of Enderby became the owner of 607 Cliff Avenue through the tax sale process. The City prepared a Request for Expressions of Interest seeking proposals from parties interested in purchasing 607 Cliff Avenue to redevelop the property to a mix of commercial and residential land uses. One Expression of Interest was received from Alpine Consultants Ltd. (Alpine) which proposed a ground-level commercial space with three residential dwelling units on the second storey.

Ultimately, a sale was negotiated which included a subject where the parties entered into a Housing Agreement/Section 219 Covenant in order to ensure that, i) the use of the proposed residential dwelling units is preserved into the future (i.e. dwelling units cannot be redeveloped or converted to a different use without amending the Housing Agreement), and ii) tenants of the dwelling units are restricted to parking no more than one vehicle per dwelling unit in a public parking lot at any one time.

In the Spring of 2020, the City of Enderby received a written request from Alpine advising that they are unable to proceed with the proposed development due to estimated construction costs being higher than anticipated. Alpine requested that the Housing Agreement/Covenant be discharged from the title of the property. Council supported amending the Housing Agreement/Covenant to remove the provision which requires that the residential dwelling units cannot be redeveloped or converted to a different use, given that the original proposed dwelling units were never constructed. The amendment to the Housing Agreement has received the support of Alpine and is now being advanced to Council for three readings.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1708

A BYLAW TO AUTHORIZE A HOUSING AGREEMENT

WHEREAS pursuant to Section 483 of the *Local Government Act*, a local government may, by bylaw, enter into a housing agreement.

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 Housing Agreement Authorization Bylaw No. 1708, 2020".
2. Council hereby authorizes the City of Enderby to enter into a Housing Agreement for the property legally described as *Lot 7 and that part of Lot 6 Block 14 and those parts of Lots 38 and 39 shown on Plan B1133 except thereout the south 10 feet of Lot 39 District Lot 150 Kamloops (formerly Osoyoos) Division Yale District Plan 211A the whole to Form A single parcel and to be known hereafter as Parcel A (DD KC7720 and Plan B1133) District Lot 150 Kamloops (formerly Osoyoos) Division Yale District Plan 211A (PID: 012-977-535) and located at 607 Cliff Avenue, Enderby BC, a true copy of which is attached to and forms part of this bylaw as Schedule "A".*
3. The Mayor and Corporate Officer are hereby authorized to execute the attached agreement as well as any conveyances, deeds, receipts or other documents in connection with the attached agreement.
4. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

READ a FIRST time this day of , 2020.

READ a SECOND time this day of , 2020.

READ a THIRD time this day of , 2020.

ADOPTED this day of , 2020.

MAYOR

CORPORATE OFFICER

PART 2 – TERMS OF INSTRUMENT

HOUSING AGREEMENT AND SECTION 219 COVENANT
(Section 483 of the Local Government Act and Section 219 of the Land Title Act)

THIS AGREEMENT IS MADE BETWEEN:

ALPINE CIVIL ENGINEERING CONSULTANTS LTD., a British Columbia corporation with an address for service at 1998 Vernon Street, Lumby, BC V0E 2G0;

(the “**Transferor**”)

AND:

THE CORPORATION OF THE CITY OF ENDERBY, with an address for service at 619 Cliff Avenue, Enderby, BC, V0E 1V0;

(the “**Transferee**”)

WHEREAS:

- A. The Transferee, **CITY OF ENDERBY**, is called the "**City**" when referring to the corporate entity and "**Enderby**" when referring to a geographical location.
- B. The Transferor is the registered owner of those certain parcels or tracts of land situate, lying and being in Enderby, Province of British Columbia, and legally known and described as:

Civic Address: 607 Cliff Avenue, Enderby, BC, V0E 1V0

PID: 012-977-535

Legal Description: Lot 7 and that part of Lot 6 Block 14 and those parts of Lots 38 and 39 shown on Plan B1133 except thereout the south 10 feet of Lot 39 District Lot 150 Kamloops (formerly Osoyoos) Division Yale District Plan 211A the whole to Form A single parcel and to be known hereafter as Parcel A (DD KC7720 and Plan B1133) District Lot 150 Kamloops (formerly Osoyoos) Division Yale District Plan 211A

(the “**Property**”).

and has agreed to grant the Transferee this Section 219 Covenant charging the Property in accordance with the conditions of sale, which furthers the City’s goals of increasing the quantity and variety of housing available in Enderby.

- C. This Section 219 Covenant herein granted is necessary for the operation and maintenance of the Transferor’s undertaking.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the covenants and agreements herein contained and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the parties), the parties hereby covenant and agree as follows:

**ARTICLE 1
RESTRICTIVE COVENANTS**

- 1.1 Pursuant to Section 219 of the *Land Title Act*, R.S.B.C. 1996 Chapter 250 and amendments thereto and re-enactments thereof, the Transferor covenants and agrees with the City in respect of the use of the Property that:
- (a) It will be a condition of any tenancy agreement entered into between the Transferor and any tenant of any one of the Residential Units (a “Tenant”) that the Tenant shall be allowed to park no more than one vehicle in a public parking lot within Enderby.
 - (b) the City will be under no obligation to issue a permit for the construction of any improvements on the Property.

**ARTICLE 2
OWNER'S REPRESENTATIONS AND WARRANTIES**

- 2.1 The Transferor represents and warrants to and covenants and agrees with the City that it has the full and complete power, authority and capacity to enter into, execute and deliver this Agreement and to bind all legal and beneficial interests in the title to the Property with the interests in land created hereby.

**ARTICLE 3
RELEASE AND INDEMNITY**

- 3.1 The Transferor hereby releases and forever discharges the City, its employees, contractors, subcontractors, agents, licensees, permittees, officials and officers, and covenants to indemnify and save harmless the City, its employees, contractors, subcontractors, agents, licensees, permittees, officials and officers, from and against all liability for any and all losses, costs, expenses, claims, suits, demands, causes of action and judgments whatsoever at law or at equity which the Owner may at any time have arising out of or in any way connected with this Agreement.

**ARTICLE 4
NOTICES**

4.1 Any notice, approval or request required or permitted to be given under this Agreement will be in writing and may be given by delivering such notice, approval or request to a representative of the party for whom it is intended, either by personal delivery, or by mailing such notice, approval or request by prepaid registered mail from any post office in British Columbia:

(a) in the case of the Transferor at:

ALPINE CIVIL ENGINEERING CONSULTANTS LTD.
1998 Vernon Street
Lumby, BC V0E 2G0
Attn: James Kay

(b) in the case of the City at:

CITY OF ENDERBY
619 Cliff Avenue
PO Box 400
Enderby BC V0E 1V0

or at such other address as the parties may from time to time advise by notice in writing. Any such notice, approval or request will be deemed to have been received on the date of delivery of such notice, approval or request or on the third business day next following the date of such mailing if mailed as aforesaid, provided that if mailed should there be, between mailing and the actual receipt of such notice, approval or request, a mail strike, slowdown or other labour dispute which might affect the delivery of such notice, approval or request, such notice, approval or request will only be effective if actually delivered.

**ARTICLE 5
NO DEROGATION**

5.1 Nothing contained or implied in this Agreement will derogate from the obligations of the Transferor under any other agreement with the City or prejudice or affect the City's rights, powers, duties or obligations in the exercise of its functions pursuant to the *Local Government Act and Community Charter* as amended from time to time and the rights, powers, duties and obligations of the City under all public and private statutes, by-laws, orders and regulations, may be as fully and effectively exercised in relation to the Property as if this Agreement had not been executed and delivered by the Transferor and the City.

**ARTICLE 6
MISCELLANEOUS**

- 6.1 This Agreement shall run with and bind the Property and each and every part into which the same may be subdivided, whether by way of subdivision plan, strata plan or otherwise.
- 6.2 Notwithstanding anything contained herein, the Transferor shall not be liable under any of the covenants and agreements contained herein where such liability arises by reason of an act or omission occurring after the Transferor ceases to have any further interest in the Property.
- 6.3 Any covenant, agreement, condition, or proviso made by two or more persons shall be construed as several as well as joint.
- 6.4 The Transferor will exercise and deliver to the City on request by the City from time to time, such further assurances and instruments as the City may reasonably require to give full force and effect of the Transferor's grants and agreements under this Agreement.

**ARTICLE 7
SEVERABILITY**

- 7.1 If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable from the rest, and the remaining parts will not be affected hereby and will be enforceable to the fullest extent permitted by law.

**ARTICLE 8
CONTINUING EFFECT**

- 8.1 This instrument will enure to the benefit of and bind each of the City and its successors and assigns and the Transferor and the Transferor's heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the General Instrument - Part 1, which is a part hereof.

END OF DOCUMENT

ALPINE

Consultants Ltd.

September 2, 2020

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

Attention: Mr. Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

Dear Sirs;

**Re: Request to Amend Housing Agreement/Section 219 Covenant
Proposed Development of 607 Cliff Avenue
City of Enderby**

Alpine Civil Engineering Consultants Ltd. submits this request that the City amend the Housing Agreement/Section 219 Covenant, as outlined in the resolution from Council of May 4, 2020, which states:

"AND THAT Council directs Staff to prepare a Bylaw to amend the Housing Agreement/Section 219 Covenant registered for 607 Cliff Avenue, in order to remove the provision restricting dwelling units from being redeveloped or converted to a different use;"

Thank you for your assistance in this matter. If you have any questions or concerns, or if there is anything further we can provide, please contact me anytime.

Yours truly,
ALPINE CONSULTANTS LTD.

James Kay

James B. Kay, P.Eng
Principal

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2020 **Month:** 08

Folder Type	2020 / 08		2019 / 08		2020 to 08		2019 to 08	
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created
ACCESSORY BUILDING	0	0	0	0	0	0	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0
END - ACCESSORY BUILDING	0	0	1,350	1	0	25,000	1	0
END - COMMERCIAL BUILDING	0	0	20,000	3	1	645,000	2	0
END - DEMOLITION	0	0	0	1	0	0	2	0
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
END - MODULAR HOME	0	0	0	1	1	423,000	0	0
END - MULTI FAMILY DWELLING	0	0	0	1	4	210,000	0	0
END - PLUMBING	0	0	0	0	0	0	0	0
END - SIGN	0	0	0	0	1	15,000	1	0
END - SINGLE FAMILY DWELLING	1	0	900	9	8	1,271,400	2	0
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0
Report Totals	1	0	900	2	17	2,589,400	8	0
			21,350	0		677,351		

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: September 29, 2020
Subject: New Pool Grant Application – Resolution of Support

RECOMMENDATION

THAT Council directs staff to submit an application for grant funding for a new public pool through the Investing in Canada Infrastructure Program – Rural and Northern Communities;

AND THAT Council supports the project and commits to its share (\$600,000) of the project, as well as cost overruns.

BACKGROUND

The Enderby & District Services Commission, comprised of two City of Enderby elected officials and the Area F (Rural Enderby) Director and Alternate Director, have been leading a process to replace the existing pool.

This process has involved two public engagement initiatives (the second is currently under way), the selection of an architect, completion of preliminary design and vetting of the service level and key components, partial completion of schematic design, multiple design meetings involving parks and recreation staff, elected official presentations and engagement over service level and costs, grant research, the development of multiple potential funding strategies, and research of comparable projects recently built elsewhere in Western Canada.

The architect's renderings of the partial schematic design, along with a Frequently Asked Questions list, is available here:

<https://www.cityofenderby.com/a-new-pool/>

The outcome of this initiative is a service level and funding strategy for a new pool, which has been supported by the Commission.

Attached to this memorandum, as background, is the Chief Administrative Officer's memo to the Commission, dated September 17, 2020, detailing the funding strategy. The funding strategy focuses on the Investing in Canada Infrastructure Program – Rural and Northern Communities grant opportunity. A local cost contribution equal to approximately 10% of the estimated project costs is included.

As the City of Enderby is the applicant for the proposed grant, a resolution of support for the project from Council is required as a condition of eligibility. The recommended resolution conforms to the grant guidelines.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

Commission

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: September 17, 2020
Subject: New Pool Funding – Rural & Northern Communities Grant

RECOMMENDATION

THAT the Enderby & District Services Commission includes the full cost of a hot tub in the overall cost submitted for the Rural and Northern Communities Grant;

AND THAT the Enderby & District Services Commission approves funding \$600,000 of the \$5,600,000 overall project cost through a combination of reserves and interfund borrowing.

BACKGROUND

The cost of building a new outdoor pool is approximately \$5,500,000 based on the high-end estimate from HDR. This cost increases to \$5,600,000 if a hot tub is included. Through the Rural and Northern Communities Grant, 100% of the of the project cost can be covered. Although the grant would provide 100% funding, showing that the Commission has "skin in the game" would increase the chances of receiving the grant. Increasing the project value by \$100,000 to accommodate a hot tub will hit a key public value, reduce throw-away costs associated with a phased approach and be funded in a way that does not increase the grant value nor increase tax rates. If the Commission were to fund \$600,000 of the overall \$5,600,000 cost, this would dramatically increase the chances of obtaining the grant. Note that the cost is based on the high-end estimate so there is a chance that part of these funds may not be needed.

If the grant funding is obtained, construction of the new pool would begin in 2022. At this time, there would be \$200,000 available in capital renewal reserves. This would leave \$400,000 remaining of the \$600,000, which would need to be funded through interfund borrowing and would be repaid within five years. The annual interest on interfund borrowing would be approximately \$7,000, which would be fully funded through the additional reserve contributions that the Commission set aside beginning in 2020 specifically to offset the annual borrowing costs for a new pool. There would be no new taxation increase required to fund the interfund borrowing.

By 2023, the Commission will be contributing \$120,000 to its capital renewal reserves. After the loan repayments are made, \$20,000 will remain each year in addition to the annual 1% asset management increase, for any smaller projects that arise. Any larger projects will need to be deferred or alternate funding strategies will need to be considered, such as increasing taxes.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: September 29, 2020
Subject: Public Meeting and Hearing Procedures During the COVID-19 Pandemic

RECOMMENDATION

THAT in accordance with Ministerial Order No. M192/20, Local Government Meetings and Bylaw Process (COVID-19) Order No. 3, Council for the City of Enderby resolves that, until such time as this matter is reconsidered or rescinded, all meetings shall be held without members of the public in attendance due to the inability to assure that contact with a person who tests positive for COVID-19 will not occur, despite physical distancing, enhanced sanitation and hygiene, occupancy limits, screening, and other safety measures prescribed in the City of Enderby City Hall COVID-19 Safe Operations Plan;

AND THAT, during this time, Council shall ensure openness, transparency, accessibility, and accountability in respect of the meeting by making best efforts to use electronic facilities that allow the public to watch, hear and, during designated times, be heard;

AND THAT, during this time, Council directs staff to include a notice on public meeting agendas that includes instructions for how to participate in a public meeting or hearing by means of electronic facilities;

AND THAT, during this time, Council directs staff to make available online public hearing material that would normally be available for inspection at City Hall;

AND THAT, during this time, Council resolves that any reference to the place of a meeting or hearing includes a hearing that is conducted by means of electronic facilities;

AND THAT, during this time, Council resolves to discontinue its practice of regularly holding Committee of the Whole meetings prior to the regular Council meeting and, in its place, may hold special meetings when the need arises in accordance with Council Procedure Bylaw No. 1606, 2020 and the *Community Charter*;

AND THAT Council directs staff to allow public participation for all statutory and non-statutory public hearings via electronic facilities that enable the participant to watch, hear, and be heard, while also encouraging submissions in writing or via email;

AND THAT the foregoing shall apply to the public meetings of the committees and commissions of Council, as well as the City of Enderby Board of Variance and any delegated public hearing;

AND FURTHER THAT Council, in consideration of the new measures proposed to ensure openness, transparency, accessibility, and accountability in respect of a public meeting or hearing, rescinds those motions adopted at its special meeting of April 8, 2020 that:

- limited the consideration of new or controversial initiatives;
- required the posting of a decision summary;
- changed the location of the Public Notice Posting Place;
- limited the form of public participation for non-statutory hearings;
- waived statutory public hearings for Zoning Bylaw amendments provided it was consistent with the Official Community Plan; and
- limited the consideration of an Official Community Plan amendment to two readings.

BACKGROUND

This memorandum is intended to establish, for the duration of the COVID-19 pandemic or until otherwise reconsidered by Council of its own volition or due to a change in Provincial policy, procedures for the conduct of public meetings and hearings.

The proposed procedures are in accordance with *Ministerial Order No. M192/20, Local Government Meetings and Bylaw Process (COVID-19) Order No. 3*. Staff analysis of this order is read in light of the Ministry of Municipal Affairs and Housing circular, *Update about Order of the Provincial Health Officer on Gatherings and Events and Ministerial Order 192* and the related *Guidance for Open Meetings, Electronic Meetings and Timing Requirements for Bylaw Passage under Ministerial Order 192*, both dated August 13, 2020.

The impetus for this memorandum is the recognition that the measures implemented to limit the spread of COVID-19, while seemingly successful in terms of infection control, do not override the requirement to self-isolate as a result of contact with a person who tests positive for COVID-19, if the health authority deems the contact to be medium risk or greater. While this may be understandable, its impact is significant and it is likely to happen again – here and elsewhere.

In order to mitigate this impact, staff are proposing to move public meetings towards an electronic format, as permitted under *Ministerial Order 192*. Technology has been purchased to enable the public to watch, hear, and be heard during public meetings and hearings. For those members of the public who lack the required technology, a telephone number is available that they may dial to hear and be heard during public meetings and hearings. Staff confirm that the technology being used to provide electronic facilities is standard in the industry and is a commonly used videoconferencing platform among the public. Written and email submissions will continue to be encouraged.

In addition, Ministerial Order 192 adds clarification on statutory public hearings, which are normally required for Zoning Bylaw and Official Community Plan amendments. As a result, it is possible to conduct the statutory public hearings using the same electronic facilities as for public meetings. Given the clarity around the ability to conduct a statutory public hearing electronically

and meet the local government's legal obligations with respect to public participation, several of Council's policy decisions made at its April 8, 2020 special meeting may be rescinded. These policy decisions were made early on in the pandemic response and were made in light of Ministerial Order 083, which has since been replaced by Ministerial Order 192.

At the start of the COVID-19 pandemic response, Council adopted measures that were designed to balance public safety with the need for public participation in government. Largely, this was done by limiting or postponing the consideration of matters requiring the greatest degree of public participation (e.g. land use changes) until such time as this obligation could be met. At the same time, additional measures were undertaken to communicate meeting outcomes in the absence of the media and the public, which are no longer needed now that there is a means for the public to see, hear, and be heard.

While Council meetings had briefly moved towards an in-person format in July/August, there were unresolved issues around how to provide for public participation, particularly in the event of a controversial matter or a land use change that attracted a large public gathering in the gallery of Council Chambers, which is quite small. These unresolved matters can be answered more equitably – and with less risk – through the use of technology; while not without its drawbacks, it appears that this is the best solution to enable open meetings with public participation while the COVID-19 pandemic runs its course.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: September 21, 2020
Subject: Rescission of Flood Construction Exemption Resolution for 2205 McGowan Street

RECOMMENDATION

THAT Council rescinds its August 17, 2020 resolution granting an exemption to Section 1401.4.a of the City of Enderby Zoning Bylaw No. 1550, 2014 for the property legally described as LOT 1 DISTRICT LOT 226 OSOYOOS DIVISION YALE DISTRICT PLAN KAP59001 and located at 2205 McGowan Street, Enderby to reduce the flood construction level of an existing accessory residential building.

BACKGROUND

At its August 17, 2020 meeting, Council adopted a resolution with respect to 2205 McGowan Street (file 0028-20-DVP-END) to exempt it from Section 1401.4.a of the City of Enderby Zoning Bylaw No. 1550, 2014 to reduce the flood construction level of an existing accessory residential building, subject to receipt of a report from a qualified professional that the property may be used for its intended purpose and a covenant being registered on title.

Since that time, staff have worked with the applicant to outline a range of potential options and identify qualified professionals to produce the report. While a qualified professional was identified who could assist the applicant, the applicant determined that one of the other options was more viable. The applicant will be converting the structure to a garage, which is also exempt from the Province's flood construction regulations.

The Chief Building Inspector provided the following note on September 21, 2020:

[The property owner] has agreed to return the use of the room on the north side to garage use by reinstalling the garage door. Upon completion it will meet the requirements to be exempt from the flood plain regulations. We will then be able to issue the building permit for the filling in of the garage. He has agreed to do this within 30 days.

Staff are recommending that Council rescind its August 17, 2020 resolution as it is moot; providing formal closure will ensure that this resolution does not complicate or confuse future land use matters regarding this property.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: October 1, 2020
Subject: Letter of Support for Splatsin Youth Group Community Workforce Response Grant

RECOMMENDATION

THAT Council provides a letter of support for the Splatsin Youth Group Community Workforce Response Grant.

BACKGROUND

Splatsin is seeking a letter of support from the City of Enderby for a Community Workforce Response Grant under the Youth Community Partnership funding stream. The funder is Workforce BC.

The nature of the project was described by the applicant as follows:

The Splatsin Youth Group will recruit ten participants and operate for a total of 16 weeks to provide youth with a combination of hands on skills in carpentry indoors as they rejuvenate the interior of the Band office and Elder's meeting facility and as they rehabilitate the Sports Field and adjacent concrete pad on which sports can be played. Each of the facilities are extremely dated and need to be renewed, refreshed, and renovated.

[...]

The participant youth will begin the project by being led through planning for the specifics of the project, where they will be mentored in developing the work plan for both the indoor and outdoor aspects of it. The group will identify the time lines for the work to be undertaken, the impact on Band office staff as the work occurs, the materials that will be required, color schemes and cultural art designs to be stenciled or painted on wall surfaces, and an inventory of the skills required to be learned to see the work successfully completed (finishing carpentry, painting, land reclamation and repurposing and siding stripping and instillation) so that they gain a clear understanding the skills that they will be acquiring and why. Participants will then research the cost of materials and where to source them, and as the project advances, will be taken to purchase them.

Staff are recommending a letter of support in favour of the grant be issued, as this project will provide opportunities to youth in skilled trades, project and budget management, and leadership while increasing community pride and participation. In addition, the initiative will enhance local facilities of community and regional benefit.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Tate Bengtson', written over a horizontal line.

Tate Bengtson
Chief Administrative 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: September 29, 2020
Subject: Support for Extension of Temporary Expanded Service Area (TESA) Authorizations Until October 31, 2021

RECOMMENDATION

THAT Council directs Staff to send correspondence to the Liquor and Cannabis Regulation Branch confirming that the City of Enderby is supportive of extending Temporary Expanded Service Area (TESA) Authorizations within Enderby until October 31, 2021.

BACKGROUND

In light of the COVID-19 pandemic, the Liquor and Cannabis Regulation Branch (LCRB) introduced Policy Directive 20-13, which permitted food primary, liquor primary and liquor manufacturer licensees to temporarily expand their service area footprint until October 31, 2020. Helping licensees to temporarily increase their service area footprint was intended to enable them to decrease the density of patrons in their establishments such that they could continue to serve patrons while complying with Provincial Health Officer orders and guidelines regarding physical distancing.

Given that local government approval is required for liquor primary and liquor manufacturer licensees applying to the LCRB to temporarily expand their service area footprint, Council resolved to provide a pre-approval to cover all liquor primary and liquor manufacturer establishments within Enderby who may apply for a temporarily expanded service area.

The City has now received correspondence from the LCRB regarding Policy Directive 20-26, which intends to extend Temporary Expanded Service Area (TESA) authorizations until October 31, 2021. As Council has previously provided a pre-approval to streamline the process for any liquor primary or liquor manufacturer establishments within the community who have been affected by the COVID-19 pandemic and are looking to expand their service area footprint in order to increase their level of service, it is recommended that Council directs Staff to send correspondence to the LCRB confirming that the City of Enderby is supportive of extending TESA Authorizations within Enderby until October 31, 2021.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

From: LCRB Liquor Policy LCRB:EX <LCRBLiquorPolicy@gov.bc.ca>
Sent: September 18, 2020 12:16 PM
To: Undisclosed recipients:
Subject: Policy Directive 20-26 and Policy Directive 20-27 – Extensions of Temporary Expanded Service Area (TESA) authorizations and LP FP off-site sales authorizations

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

I'm writing to announce Policy Directive 20-26 and Policy Directive 20-27.

To continue to support the hospitality industry in maintaining their operations while complying with the orders of the Provincial Health Officer related to the COVID-19 pandemic, the Province has made amendments to the Liquor Control and Licensing Regulation to allow for the extension of existing Temporary Expanded Service Area (TESA) authorizations.

Originally, all existing TESA authorizations were set to expire on October 31, 2020. However, through [Policy Directive 20-26](#), the Liquor and Cannabis Regulation Branch (LCRB) is announcing the intention to extend TESA authorizations until **October 31, 2021**.

The LCRB will be reaching out to local governments to confirm their support for the extension of approved TESA authorizations in their jurisdiction prior to extensions being granted. If concerns related to public safety and public interest are raised regarding TESA authorizations or the operation of particular TESAs, the LCRB will work with licensees and local governments to ensure TESAs operate in a manner that balances the interests of licensees, municipalities and the general public.

To limit the risk of disruptions for licensees, local governments **must confirm their support or objection for extension of TESA authorizations in their jurisdiction with the LCRB by October 16, 2020**. To do so, please email LCRBLiquorPolicy@gov.bc.ca. Providing confirmation as soon as possible will ensure licensees time to prepare for continuing or changing operational requirements for fall and winter.

If the local government is supportive, the LCRB will reissue authorization letters to existing TESAs automatically extending the expiry date of their authorizations before October 31, 2020. There will be no application or fee required for this extension.

Unless a new authorization letter has been issued, existing TESAs will expire on October 31, 2020.

Approved and extended TESA authorizations must remain in compliance with local bylaws and requirements. All other requirements relating to TESA authorizations remain the same.

If at any time local government bylaws or requirements change and prevent the operation of TESAs in a jurisdiction, we ask that local governments advise the LCRB by emailing the address below.

Licensees who have not yet submitted a TESA authorization application can do so by visiting the [online licensing application portal](#) up to October 31, 2021.

Local governments will continue to have two options for new approvals of TESA authorizations for liquor primary and manufacturer licensees:

- Pre-approval to cover all liquor primary and manufacturer establishments within their jurisdiction who may apply for an expanded service area; or
- Review/approval of all individual applications of all liquor primary and manufacturer expansions prior to licensees submitting their completed application package to the LCRB.

Note: Since food primary establishments are not generally required to obtain local government approval to expand their service areas, the LCRB will continue to process food primary requests for expanded service areas without requiring prior local government approval.

In addition to the above, [Policy Directive 20-27](#) replaces Policy Directive 20-19 and extends the temporary authorization for food primary and liquor primary licensees to sell and deliver packaged liquor to patrons with the purchase of a meal for off-site consumption until **March 31, 2021**.

This will continue to provide increased opportunities to generate revenue for the hospitality industry while helping vulnerable British Columbians continue to observe physical distancing guidelines.

As always, the LCRB is committed to continuing to support licensees through this challenging time. If you have any questions about this policy, please email LCRBLiquorPolicy@gov.bc.ca.

These authorizations will be reviewed as the provincial health context changes.

Sincerely,

Mary Sue Maloughney
Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: May 26, 2020
Subject: Local Government Pre-Approval for Expanded Service Area Footprint for Liquor Primary and Liquor Manufacturer Establishments

RECOMMENDATION

THAT Council directs Staff to send correspondence to the Liquor and Cannabis Regulation Branch confirming that the City of Enderby is providing a pre-approval to cover all liquor primary and liquor manufacturer establishments within Enderby who may apply for a temporarily expanded service area.

BACKGROUND

Attached is correspondence from the Liquor and Cannabis Regulation Branch (LCRB) advising of Policy Directive 20-13, which permits food primary, liquor primary and liquor manufacturer licensees to temporarily expand their service area footprint until October 31, 2020. Helping licensees to temporarily increase their service area footprint is intended to enable them to decrease the density of patrons in their establishments such that they continue to serve patrons while complying with Provincial Health Officer orders and guidelines regarding physical distancing.

Local government approval is required for liquor primary and liquor manufacturer licensees applying to the LCRB to temporarily expand their service area footprint, but not for food primary establishments. The LCRB is providing the following two options for how local governments can provide input on liquor primary and liquor manufacturer licensees applying to temporarily expand their service area footprint:

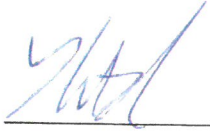
1. Local governments may provide one pre-approval to cover all liquor primary and manufacturer establishments within their jurisdiction who may apply for an expanded service area; or
2. Local governments may choose to review and approve all individual requests for liquor primary and manufacturer expansions prior to licensees submitting their applications to the LCRB.

Staff are recommending that Council supports Option #1 above, as it will help to streamline the process for any liquor primary or liquor manufacturer establishments within the community who have been affected by the COVID-19 pandemic and are looking to expand their service area footprint in

order to increase their level of service. Option #1 is also consistent with the attached 'Liquor License Applications Policy' which states that Council will not comment on liquor license applications.

It should be noted that if a food primary, liquor primary or liquor manufacturer establishment in Enderby wishes to expand their service area footprint on to public property, the applicant is required to obtain approval from the City of Enderby prior to applying to the LCRB for a service area footprint expansion.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer