

**REGULAR MEETING OF COUNCIL  
AGENDA**

---

**DATE:** January 18, 2021  
**TIME:** 4:30 p.m.  
**LOCATION:** Enderby City Hall

---

*Please contact Enderby City Hall at 250-838-7230 or [info@cityofenderby.com](mailto:info@cityofenderby.com) by **3:30 pm 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/](http://www.cityofenderby.com/hearings/)*

**1. APPROVAL OF AGENDA**

**2. ADOPTION OF MINUTES**

- 2.1. Meeting Minutes of December 21, 2020 Page 1  
2.2. Public Hearing Report of December 21, 2020 Page 8

**3. PETITIONS AND DELEGATIONS**

- 3.1. Ann Howard: Affordable Housing Project, Turning Points Collaborative, Freeport Industries Page 12

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

**5. DEVELOPMENT MATTERS**

- 5.1. 0030-20-DVP-END (Borhaven) Page 24  
Legal: LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE  
6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN  
KAP92074  
Address: 31 Preston Drive West, Enderby BC  
Applicant: Eric Borhaven  
Owner(s): Jim's Finishing Ltd., 633176 Alberta Ltd., Case Holdings Ltd.

- 5.2. 0010-20-OR-END (Shipmaker) Page 33  
 Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021 – *1<sup>st</sup> and 2<sup>nd</sup> readings*  
 Legal: LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP46537 EXCEPT PLAN KAP92074  
 Address: 222 Salmon Arm Drive, Enderby BC  
 Applicant: Earl Shipmaker  
 Owner(s): Jim’s Finishing Ltd., 633176 Alberta Ltd., Case Holdings Ltd.
- 5.3. 0010-20-ZTA-END (Forbes) Page 45  
 Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 – *1<sup>st</sup> and 2<sup>nd</sup> readings*  
 Legal: PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A  
 Address: 612 Cliff Avenue, Enderby BC  
 Applicant: Michael Forbes  
 Owner(s): MDC Forbes Inc., INC.No. C0700218
- 6. BYLAWS**
- 6.1. Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1705, 2020 and Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1715, 2020 - adoption Page 64
- 7. REPORTS**
- 7.1. Mayor and Council Reports Verbal
- 7.2. RDNO Building Permit Report – December 2020 Page 66
- 8. NEW BUSINESS**
- 8.1. Twice But Nice Partnering Agreement Verbal  
 Verbal Update by Chief Administrative Officer
- 8.2. Renewal of Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement Bylaw Page 67  
 Memo prepared by Planner and Deputy Corporate Officer dated January 4, 2021
- 8.3. Updated Summary Form for City of Enderby Housing Needs Assessment Report Page 78  
 Memo prepared by Planner and Deputy Corporate Officer dated January 7, 2021
- 8.4. City of Rossland: Letter of Support for Free Universal No-Cost Access to Prescription Contraception Page 84  
 Correspondence dated December 16, 2020
- 8.5. Cariboo Regional District: BC Hydro Streetlighting Rate Increase Page 85  
 Correspondence dated December 18, 2020

8.6. City of Kamloops: Overdose Crisis and Call for Overdose Action Plan Page 87  
Correspondence dated December 18, 2020

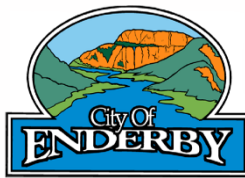
8.7. City of Nelson: Vaccination Priority for Essential Critical Infrastructure Municipal Page 90  
Employees  
Correspondence dated January 8, 2021

**9. PUBLIC QUESTION PERIOD**

**10. CLOSED MEETING RESOLUTION**

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

**11. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held via video conference on Monday, December 21, 2020 at 4:30 p.m. in Council Chambers

---

Present: Mayor Greg McCune  
Councillor Tundra Baird  
Councillor Brad Case  
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: Press and Public

---

### **APPROVAL OF AGENDA**

Moved by Councillor Case, seconded by Councillor Knust  
*“THAT the December 21, 2020 Council Meeting agenda be approved as circulated.”*

CARRIED

### **ADOPTION OF MINUTES**

Council Meeting Minutes of December 7, 2020  
Moved by Councillor Schreiner, seconded by Councillor Shishido  
*“THAT the December 7, 2020 Council Meeting minutes be adopted as circulated.”*

CARRIED

### **PUBLIC HEARING**

0009-20-OR-END (Mazur)  
Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1713, 2020 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1714, 2020  
The regular meeting gave way to a public hearing at 4:32 p.m.

The regular meeting gave way to the public hearing at 4:31 p.m.

The regular meeting re-convened at 5:27 p.m.

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

None

**DEVELOPMENT MATTERS**

0009-20-OR-END (Mazur)

Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1713, 2020 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1714, 2020 – 3<sup>rd</sup> and adoption

Legal: PARCEL A (DD L23640) OF THE SOUTH WEST 1/4 OF SECTION 26  
TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS  
DIVISION YALE DISTRICT EXCEPT PLAN 27069  
Address: 806 Cliff Avenue, Enderby BC  
Applicant: Brandon Mazur  
Owner(s): Bayssie Woinshet, 421457 BC Ltd., 419263 BC Ltd.

Moved by Councillor, seconded by Councillor

*“THAT Council receives and files the attached Staff Report dated December 2, 2020;*

*AND THAT upon consideration of input at the Public Hearing, Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1713, 2020 which proposes to change the future land use designation of a portion of the property legally described as PARCEL A (DD L23640) OF THE SOUTH WEST 1/4 OF SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT PLAN 27069, and located at 806 Cliff Avenue, Enderby BC, from Country Residential to Residential Medium Density be given Third Reading and Adoption;*

*AND THAT upon consideration of input at the Public Hearing, Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1714, 2020 which proposes to:*

- 1. Rezone the property legally described as PARCEL A (DD L23640) OF THE SOUTH WEST 1/4 OF SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT PLAN 27069, and located at 806 Cliff Avenue, Enderby BC, from the Residential Single-Family (R.1-A) zone to the Residential Multi-Family Medium Intensity (R.3) zone; and*
- 2. Reduce the maximum permitted gross density for adult retirement housing, apartments or multi-family use on the aforementioned property from sixty (60) units per hectare (24.28 units per acre) to forty-one (41 units) per hectare (16.59 units per acre),*

*be given Third Reading and Adoption;*

*AND FURTHER THAT should Council give Third Reading and Adoption to Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1714, 2020, such Adoption shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.”*

CARRIED

**BYLAWS**

Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1705, 2020 and Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1715, 2020

Moved by Councillor, seconded by Councillor

*“THAT Council gives Three Readings to Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1705, 2020;*

*AND THAT Council gives notice of its intention to adopt Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1705, 2020 by posting notice at the public notice board at City Hall and provides an opportunity for persons who consider themselves affected by the proposed bylaw to make representations to Council at its Regular Meeting of January 18, 2021;*

*AND FURTHER THAT Council gives Three Readings to Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1715, 2020.”*

**CARRIED**

Councillor Shishido asked about the City of Kelowna’s rationale for its rate. Staff replied that we are not aware of Kelowna’s rationale, but discussed the likelihood of similar concerns around anticipated costs versus actual costs.

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

Enderby and District Chamber of Commerce Annual General Meeting has been postponed. They are working through financials.

**Councillor Baird**

The Christmas Committee has been busy moving Enderby Elfie around. Gingerbread House judging will start tomorrow.

The Shuswap North Okanagan Rail Trail launched a specially commissioned winter greeting card fundraiser showcasing the natural beauty of the rail trail in winter by local artist, Otto Pfannschmidt. The 5-card packages will be for sale at Askew’s Foods for \$20 and each dollar raised will be matched up to \$20,000.

Councillor Baird also expressed her appreciation to Sutherlands Bakery, Hungry Jacks and Santa and Mrs. Clause for delivering Christmas Cookies.

**Councillor Knust**

Interagency Meetings are being conducted via Zoom with substantial external interest. Everyone is looking forward to resuming these meetings.

Looking for funding for iPads for palliative carts at Parkview Place. The Committee is looking to raise funds for (3) three iPads so that families can interact with patients from the safety of their homes. The City has historically provided a budget for Interagency funding which could be accessed to help with coordinator costs.

Councillor Knust thanked Councillor Baird for all her contributions towards Christmas events in Enderby.

Councillor Davyduke

Councillor Davyduke provided an update on the Fire Training Centre. The RDNO is intending to move forward with managing the FTC. A Memorandum of Understanding will be coming forward to participating local governments early in 2021 for support.

Councillor Schreiner

The Regional Housing Needs Report is the impetus for an upcoming regional housing strategy workshop being coordinated by RDNO. It is set for the spring of 2021. Some of the other communities are looking at rural protection boundary reviews as part of the Regional Growth Strategy update process.

**NEW BUSINESS**

Council Strategic Plan Scorecard 2020

Moved by Councillor Shishido, seconded by Councillor Baird

*“THAT Council receives and files the Council Strategic Plan Scorecard 2020 memorandum.”*

CARRIED

Councillor Baird requested that Committee of the Whole Meetings are reinstated starting January 2021. Council supports her suggestion and Committee of the Whole meetings will resume at 4:00pm prior to every regular Council meeting.

City of Enderby Development Corporation Annual Information Meeting 2020

Moved by Councillor Case, seconded by Councillor Baird

*“THAT Council, in its capacity as the sole shareholder of the City of Enderby Development Corporation:*

1. *Resolve that in accordance with Article 10.2 of the City of Enderby Development Corporation's Articles of Incorporation, the shareholder consents to the business to be transacted at the annual general meeting, such that it is deemed to be held by this resolution and on the date of this resolution.*
2. *Resolves that the annual reference date for the City of Enderby Development Corporation is December 21, 2020.*
3. *Resolves that in accordance with Article 10.3 of the City of Enderby Development Corporation's Articles of Incorporation, and in lieu of the annual general meeting, an annual information meeting is hereby held on December 21, 2020 with notice given in substantially the same form as that required for the City of Enderby and in a manner that is consistent with Ministerial Order 116/2020 [Electronic Attendance at Corporate Meetings (COVID-19) Order].*
4. *Resolves that as there were no financial transactions for the City of Enderby Development Corporation for the fiscal year ended December 31, 2019 and the City of Enderby Development Corporation has no assets, liabilities and equity:*

- a. *The appointment of auditors for the City of Enderby Development Corporation is waived in accordance with section 200 of the Business Corporations Act; and*
  - b. *The production and publication of financial statements for the City of Enderby Development Corporation is waived in accordance with section 203(2) of the Business Corporations Act.*
5. *Resolves that the following persons, each of whom has consented in writing to act as a director, are appointed as directors of the City of Enderby Development Corporation, to hold office in the manner specified until the next annual general meeting of the City of Enderby Development Corporation or until their successors are appointed, subject to Article 14.6 of the City of Enderby Development Corporation 's Articles of Incorporation:*

*Tate Bengtson (Chief Executive Officer)  
Jennifer Bellamy (Chief Financial Officer)*

6. *Resolves that all lawful acts, contracts, appointments, and payments of money by the directors of the City of Enderby Development Corporation, if any, since the last annual reference period, which coincides with the date of the recognition of the City of Enderby Development Corporation, and which have previously been disclosed to the shareholder, are hereby adopted, ratified, and confirmed.*
7. *Resolves that the registered and records offices of City of Enderby Development Corporation are changed to the City's municipal offices and the Corporate Officer or designate is authorized to file the appropriate notice with the Registrar of Corporations.”*

CARRIED

Water Treatment Plant Facility Reclassification

Moved by Councillor Knust, seconded by Councillor Davyduke

*“THAT Council receives and files the Water Treatment Facility Reclassification memorandum.”*

CARRIED

Enderby Seniors Centre Request for Funding Assistance

Moved by Councillor Knust, seconded by Councillor Baird

*“THAT Council provides assistance valued at \$3,000 to the Enderby Seniors Centre Society.”*

CARRIED

Appointments to the Okanagan Regional Library Board for 2021

Moved by Councillor Case, seconded by Councillor Knust

*“THAT Council appoints Tundra Baird to the Okanagan Regional Library Board Trustee for 2021 and Brian Schreiner as the Alternate Trustee.”*

CARRIED



Acting Mayor Schedule for 2021

Moved by Councillor Baird, seconded by Councillor Davyduke

*“THAT Council adopts the Acting Mayor Schedule for 2021;*

*AND THAT Council designates the following rolling order of succession for Acting Mayors:*

- *Councillor Case*
- *Councillor Baird*
- *Councillor Knust*
- *Councillor Davyduke*
- *Councillor Schreiner*
- *Councillor Shishido.”*

CARRIED

Yucwmenlucwu: Requesting Letter of Support for Splatsin Biodigester Project

Moved by Councillor Baird, seconded by Councillor Schreiner

*“THAT the City of Enderby is in support of the Splatsin Development Corporation’s Biodigester Project and associated grant applications to the CleanBC Organic Infrastructure and Collection Program.”*

CARRIED

Amanda Harvey, Project Manager, spoke to the application and provided a description of the project.

Councillor Case questioned whether they plan on targeting mostly Dairy Farms for the biomass. Ms. Harvey confirmed that this was correct and that they have farmers on side already with signed partnership agreements in place. They are prepared to take both the hard and liquid waste. Ms. Harvey also confirmed that they are partnered with Fortis with an MoU in place. They also have a letter of support from the RDNO.

*Councillor Shishido left the meeting (5:55 p.m.)*

Mayor McCune asked how large of a geographical area from which the project was planning on collecting waste. Ms. Harvey said that they want to start local and expand the scope to meet the needs of the communities.

SILGA: Call for Nominations 2021

Moved by Councillor Baird, seconded by Councillor Schreiner

*“THAT Council receives and files the SILGA Call for Nominations 2021 correspondence.”*

CARRIED

SILGA: Member Notice Re: Constitutional Updates

Moved by Councillor Baird, seconded by Councillor Knust

*“THAT Council receives and files the SILGA Member Notice regarding Constitutional Updates correspondence.”*

CARRIED

**PUBLIC QUESTION PERIOD**

None

**ADJOURNMENT**

Moved by Councillor Baird, seconded by Councillor Davyduke  
*“That the regular meeting of December 21, 2020 adjourn at 6:03 p.m.”*

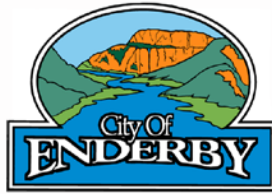
CARRIED

---

MAYOR

---

CORPORATE OFFICER



## THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held via teleconference on December 21, 2020 at 4:31 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:

0009-20-OR-END (Mazur)

Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1713, 2020 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1714, 2020

Legal: PARCEL A (DD L23640) OF THE SOUTH WEST 1/4 OF SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT PLAN 27069

Address: 806 Cliff Avenue, Enderby BC

Applicant: Brandon Mazur

Owner(s): Bayssie Woinshet, 421457 BC Ltd., 419263 BC Ltd

The Planner and Deputy Corporate Officer provided an overview of the background information related to the application and a list of participants were noted in the following order:

1. Ryan Trigg, 809 Cliff Avenue, Enderby BC
2. Luke Maygard, 1124 Page Rd., Armstrong BC (identified as “co-applicant”)
3. Lillian Kooij, 900 High Street, Enderby BC

**Ryan Trigg, 809 Cliff Avenue, Enderby BC**

- Would like Council and the developer to make sure an adequate parking management plan is considered and reviewed prior to approval. Does not want to see vehicles spilling over onto Cliff Avenue.

**Lillian Kooij, 900 High Street, Enderby BC**

- Concerned that the detailed development plans are not finalized and does not feel like he had a clear representation of what the proposal was. Does not want to see a cannabis dispensary in this area.
- Traffic management concerns.

The Planner and Deputy Corporate Officer read the written submissions.

**Tony and Patsy Vetter, 806 Sicamous Street, Enderby BC**

- Safe access in and out of the property. Only a narrow entrance exists now onto Cliff Avenue.
- There is a natural valley above their property which includes Francis Drive. Spring snow melt poses flood risks and drains get plugged due to runoff. Additional development increases surface water and puts extra pressure on downstream infrastructure. A retention tank or holding tank should be required at this location.
- There is a “wide variety of acceptable building” under the permitted uses for this rezoning which makes it impossible to know future traffic and parking issues without seeing the exact plan for the proposed development.
- Against re-zoning until concerns are addressed. Rezoning directly affects their safety.

**Sandra Farynuk, 804 Granville Avenue, Enderby BC**

- Not opposed to the future development of 806 Cliff Avenue, but has one main concern. Hillside is well known for water runoff. If this is changed, concerned that the water courses could change and a slide like the one at the top of Granville Ave could occur. There needs to be a significant water study done beforehand and provisions made for the collection of this water. The City (ie: the taxpayers) should not have to pay for damages incurred if such an event occurs. Every house along this hillside has at least one sump pump going, many year-round, to keep the water out of their basements.
- Another concern is the herons that nest on the property every year. She has seen up to twenty-six birds at one time over the property so it is a significant rookery. This has been happening every spring for many years.

The Chief Administrative Officer noted that herons are a protected species under the Protected Species Act and presented Council with two options for moving forward with the application. He asked that the Chair poll Council to see which option they prefer:

1. ADDRESS AT SUBDIVISION STAGE - The applicant must follow the Wildlife Protection Act during the course of this development, which includes protections for herons. At the time of subdivision approval, this matter will be brought to the attention of the Approving Officer, who has the powers under the Land Title Act to consider the public interest, which could require and evaluate an environmental impact studies and impose conditions through a restrictive covenant, if need be.
2. REQUEST MORE INFORMATION FROM DEVELOPER AND THEN RESUME AN ADJOURNED PUBLIC HEARING - Adjourn the public hearing to another date and time

and request that the developer provide a report from a qualified professional on the matter in the meantime. The public hearing would then resume with this additional information before Council.

Council discussed the implications for both options. It was noted that the developer will have to have an environmental impact study completed under both options, but that Option 2 could have significantly longer time implications without the prospect of a different outcome.

Councillor Shishido supported the second option as he felt that it was more transparent and would allow for public comment on the report.

#### Applicant Comments:

Brandon Mazur stated that a full technical review will be done at the subdivision stage.

- Acknowledged that there is a narrow entrance which is why the application is proceeding as a bare land strata classification. This requires 9m of road frontage, for which there is sufficient room, including a narrow sidewalk.
- There will be multiple drains on the property which should address the issues raised at this hearing. It should be noted that there are multiple ways to deal with water/storm infrastructure and he will be following the recommendations from his Engineers.
- Tentative site plan accommodates 18 single family dwellings with the potential for secondary suites. This potentially means 36 dwelling units. He does not see being able to get any more than this based on geographical contours of the land. This is a 34% reduction from what R.3 zoning permits for.
- Retention tanks or other measures would be at the recommendation of an engineer. What they require is what he will do.
- Adequate parking must be provided a requirement of the development being approved.
- The current housing needs assessment for the City of Enderby requires 90 new homes by 2026. This development will only account for a small portion of what is needed.
- There is no reason for flooding to happen under normal circumstances, notwithstanding acts of god, the way drainage is engineered these days accounts for most normal circumstances.

Councillor Shishido questioned what hydrologic studies are required and who would be held liable should flooding occur in the areas in question. The Chief Administrative Officer stated that simply put, the Engineers whose stamp of approval is on the development is held responsible for engineering failures. He differentiated between groundwater problems and overland flooding problems. This hillside has always had natural groundwater flows and sump pumps have been required to prevent or manage groundwater intrusion for decades due to the natural saturation of the land. This is a separate issue from overland flooding. Overland flooding will be addressed through grading and drainage plans, which should actually capture more overland flow.

The Mayor made calls to the public to make any further representation regarding the application.

**Lillian Kooij, 900 High Street, Enderby BC**

Expressed appreciation to the adjacent land owners who acknowledged the herons potentially located on this property and noted that he would like to keep some privacy on his property.

With respect to the environmental study of the alleged heron rookery, the Chief Administrative Officer re-described the two options for moving forward and the Mayor polled Council:

Mayor Greg McCune: ADDRESS AT SUBDIVISION STAGE  
Councillor Tundra Baird: ADDRESS AT SUBDIVISION STAGE  
Councillor Brad Case: ADDRESS AT SUBDIVISION STAGE  
Councillor Roxanne Davyduke: ADDRESS AT SUBDIVISION STAGE  
Councillor Raquel Knust: ADDRESS AT SUBDIVISION STAGE  
Councillor Brian Schreiner: ADDRESS AT SUBDIVISION STAGE  
Councillor Shawn Shishido: REQUEST MORE INFORMATION FROM DEVELOPER AND THEN RESUME PUBLIC HEARING

The Mayor made his closing statement and declared the Public Hearing closed at 5:13 pm.

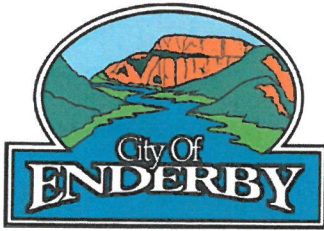
Pursuant to Section 465 (6) of the *Local Government Act*, I, Tate Bengtson, Corporate Officer, hereby certify this to be a fair and accurate report of the Public Hearing held on December 21, 2021.



Signature

Jan 13/21

Date



REQUEST TO APPEAR AS A DELEGATION

On 18/01/2021  
Day Month Year

Date of Request January 11, 2021

Name of Person Making Request Ann Howard

Name and Title of Presenter(s) Affordable Housing Project, Turning Points Collaborative, Freeport Industries

Contact Information 250-462-7406 ann@annhoward.ca

Details of Presentation Intent to build 16 townhouses at 508 Regent Street families, women and children leaving abusive relationships, and people with disabilities

Desired Action from Council (check all that apply)

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

Please describe desired action in detail Request the council write a letter support for the project and if the project is approved consider other other ways the City of Enderby can contribute to the project

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

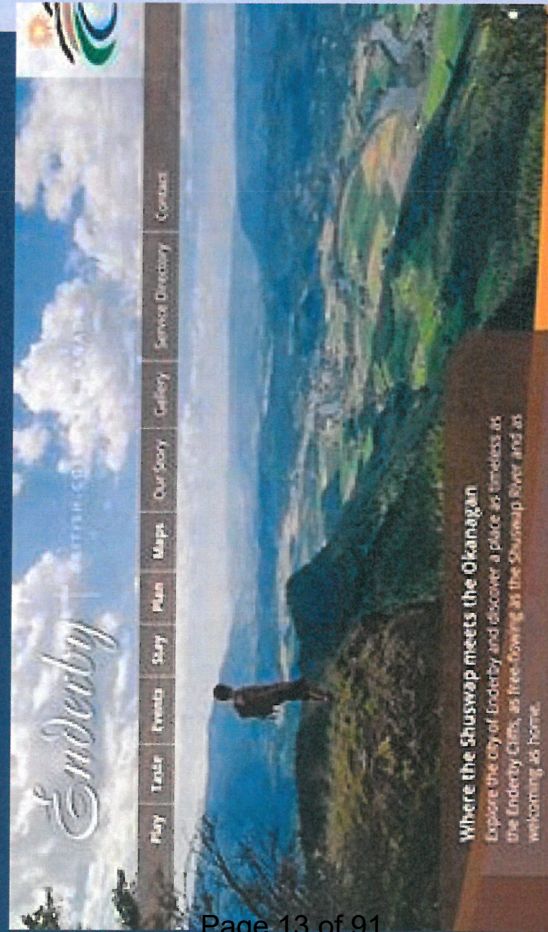
# Opportunity

The Province and the Federal Governments recognize :

- urgent need to create more housing options

Enderby Housing Needs Assessment Report (2020) identified the need for housing over the next 5 years:

- 39 2 bedroom units
- 22 3 bedroom units





# Affordable Housing

Mix of rents and incomes:

30% Affordable housing (moderate income)

50% Rent geared to income (housing income limit)

20% Deep subsidy (Deep Subsidy Income Limit)



## Partners

Turning points has applied to BC Housing and CMHC for construction and operational funding

Freeport will construct the buildings

HPA will provide oversight of the development process

Turning Points will own and operate the housing, support tenants and support good neighbourhood relationships



# Overview

Freeport has an accepted offer of purchase of 508 Regent Rd

If funding is secured Turning Points will:

- 60 year operating agreement
- Freeport constructs 16 homes



# TURNING POINTS

**COLLABORATIVE**

## Who we are

A non-profit business based in Vernon, BC. Operating since 1957

Provide services and programs in North and Central Okanagan:

- Housing
- Employment
- Addictions recovery
- Shelter
- Community Outreach

*Building Community. Strengthening People.*



## What we do

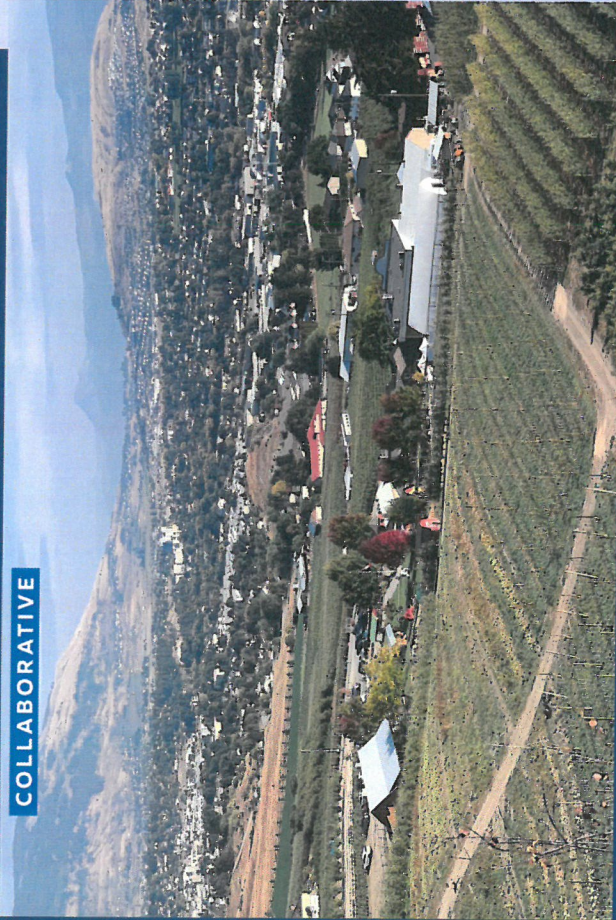
Recognized experts in providing services and supportive housing

Provide safe, affordable housing

Responsible neighbour

Promote health and safety

*Building Community. Strengthening People.*



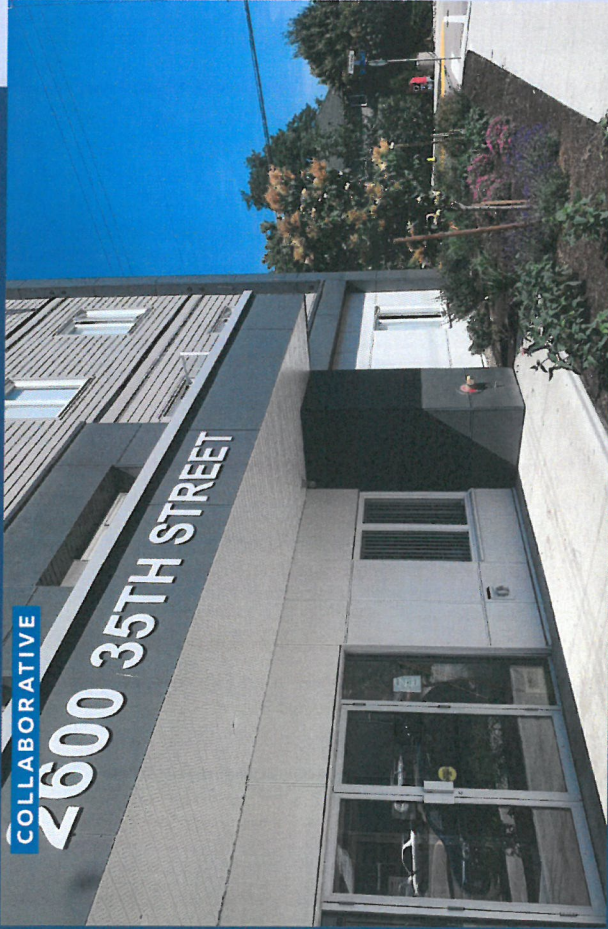
## Building Community

One of the fastest-growing organizations in the Okanagan

Help rebuild and strengthen the local economy post-COVID-19

Employs more than 175 skilled individuals

*Building Community. Strengthening People.*



## Vital Role

Restore lives, build community and strengthen people.

Creating safer, healthier, more inclusive communities for everyone

*Building Community. Strengthening People.*

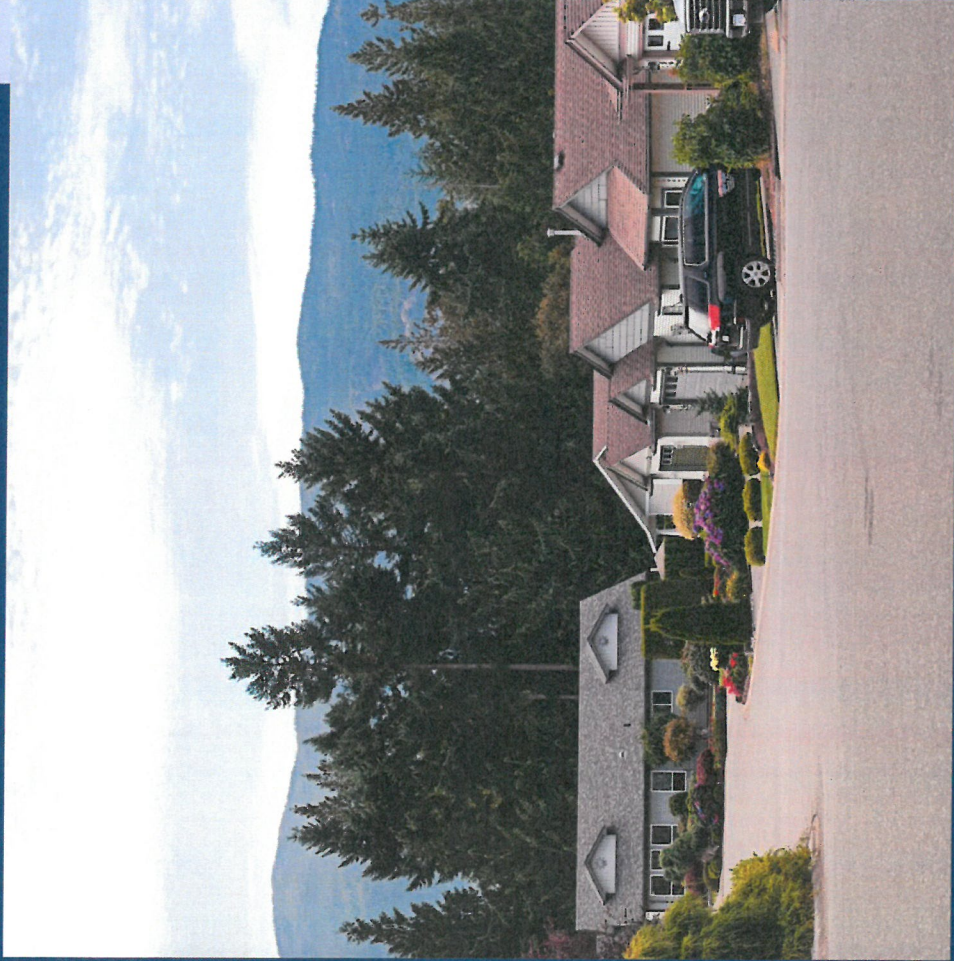
# FREEPORT INDUSTRIES

Specialize in design and construction of high quality modular homes

Located in West Kelowna

Commitment to our customers

- High Quality
- Trust
- Service





# Process

Energy efficient

Environmentally sensitive, less waste

Less impact on neighbourhood during construction

Consistency in construction

Controlled environment in manufacturing facility





**CITY OF ENDERBY  
DEVELOPMENT VARIANCE PERMIT APPLICATION**

**AGENDA**

**File No: 0030-20-DVP-END**

**January 5, 2021**

---

**APPLICANT:** Eric Borhaven

**OWNER:** Jim's Finishing Ltd., 633176 Alberta Ltd., Case Holdings Ltd.

**LEGAL DESCRIPTION:** LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN  
KAMLOOPS DIVISION YALE DISTRICT PLAN KAP92074

**PID #:** 028-605-454

**LOCATION:** 31 Preston Drive West, Enderby BC

**PROPERTY SIZE:** 517 m<sup>2</sup> (0.128 acres)

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

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

**PROPOSAL:** Construct a single-family dwelling

**PROPOSED VARIANCE:** Vary Sections 602.10.b and 602.10.d of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 5.59 m (18.34 feet) and reducing the minimum rear yard setback area from 6 m (19.68 feet) to 3.9 m (12.80 feet), respectively.

**RECOMMENDATIONS:**

THAT Council authorize the issuance of a Development Variance Permit for the property legally described as LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP92074 and located at 31 Preston Drive West, Enderby B.C. to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 602.10.b by reducing the minimum front yard setback area from 6 m (19.68 feet) to 5.59 m (18.34 feet), as shown on the attached Schedule 'A'; and
- Section 602.10.d by reducing the minimum rear yard setback area from 6 m (19.68 feet) to 3.9 m (12.80 feet), as shown on the attached Schedule 'A'.

**BACKGROUND:**

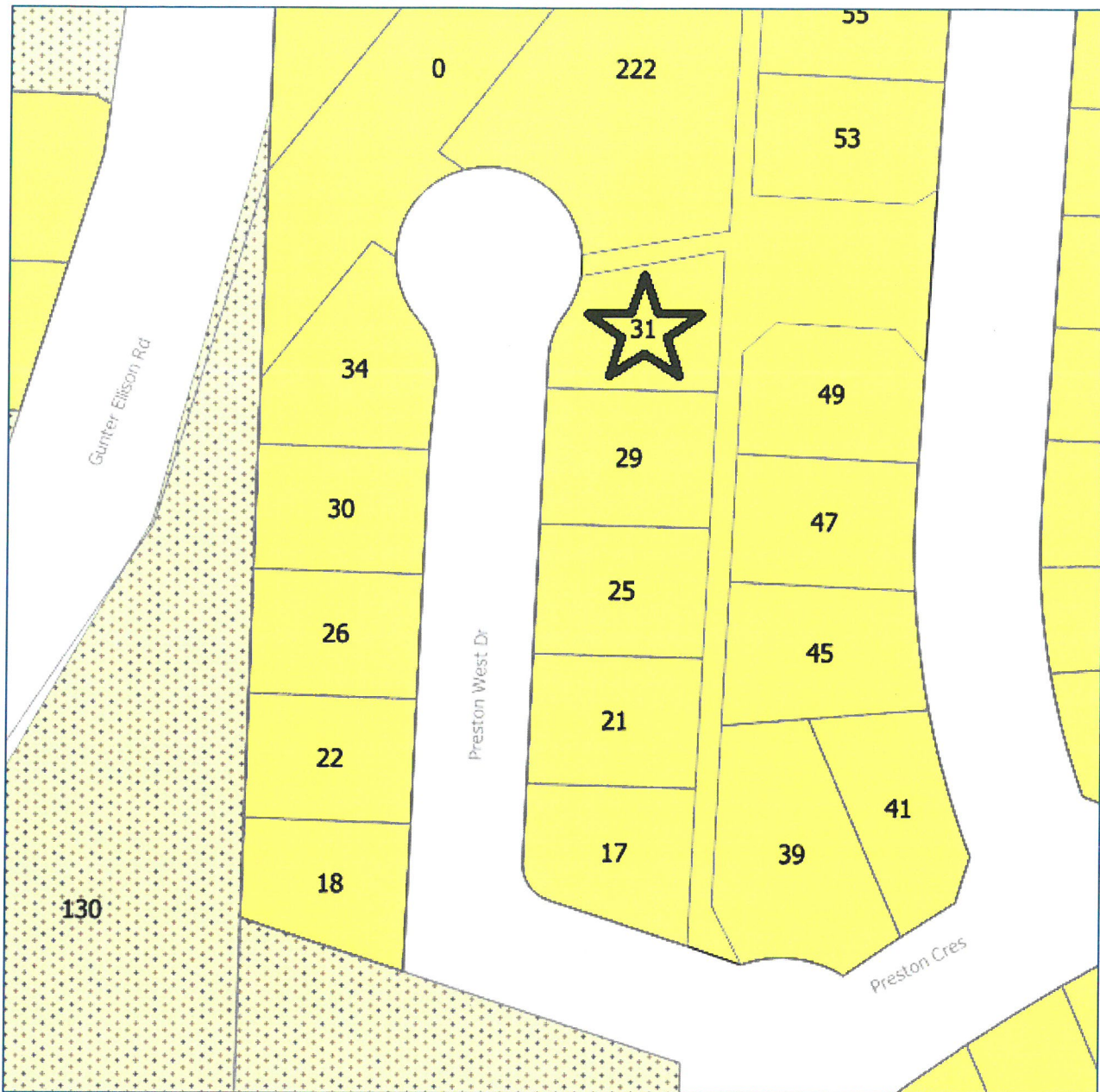
This report relates to a Development Variance Permit application for the property located at 31 Preston Drive West, Enderby BC. The applicant is proposing to construct a single-family dwelling and in order to accommodate this proposed siting of the dwelling, the applicant is requesting variances to Sections 602.10.b and 602.10.d of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 5.59 m (18.34 feet) and reducing the minimum rear yard setback area from 6 m (19.68 feet) to 3.9 m (12.80 feet), respectively.

**Site Context**

The 517 m<sup>2</sup> (0.128 acre) subject property is undeveloped and is located on the eastern side of Preston Drive West. The property slopes in an easterly direction, with the lower eastern portion of the lot having a relatively flat bench. The property is located adjacent to a multi-use walkway to the north, which provides access to an unconstructed road off of Preston Crescent that the neighbourhood self-maintains as an enhanced open space amenity.

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

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



**Figure 1: Zoning Map**

Yellow - Residential Single Family (R.1-A) Zone  
 Dotted - Country Residential (C.R) Zone

The following orthophoto of the subject and surrounding properties was taken in 2019:



Figure 2: Orthophoto

### The Proposal

The applicant is proposing to construct a single-family dwelling on the subject property and is proposing variances to the Zoning Bylaw in order to reduce the minimum front yard setback area from 6 m (19.68 feet) to 5.59 m (18.34 feet) and reduce the minimum rear yard setback area from 6 m (19.68 feet) to 3.9 m (12.80 feet).

**ZONING BYLAW:**

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

<b>CRITERIA</b>	<b>R.1-A ZONE REQUIREMENTS</b>	<b>PROPOSAL</b>
Floor Area (min.)	60 m <sup>2</sup> (645.8 square feet)	> 60 m <sup>2</sup> (645.8 square feet)
Building Height (max.)	9 m (29.53 feet) or two (2) storeys except where the average natural slope of the lot exceeds five percent (5%), in which case the height of residential dwellings on the downhill side of a road shall not exceed a height of 8 m (26.25 feet) above the centre line of the road immediately adjacent to the center of the front of the residence and residential dwellings located on the uphill side of the road shall not exceed a height of 8 m (26.25 feet) above the midpoint of the rear property line on which the residence is located	< 9 m (29.53 feet) or 8 m (26.25 feet) above the centre line of the road immediately adjacent to the center of the front of the residence
Lot Area (min.)	450 m <sup>2</sup> (4,844 square feet)	517 m <sup>2</sup> (5,565 square feet)
Lot Coverage (max.)	50%	< 50%
Lot Frontage (min.)	15 m (49.21 feet)	19.08 m (62.6 feet)
Setbacks (min.)		
Front Yard	6 m (19.68 feet)	5.59 m (18.34 feet)
Rear Yard	6 m (19.68 feet)	3.9 m (12.80 feet)
Side Yard	1.2 m (3.94 feet)	1.85 m (6.07 feet)
Other buildings	3 m (9.842 feet)	N/A

**OFFICIAL COMMUNITY PLAN:**

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

- Policy 2.2.b - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.
- Policy 2.2.c - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.

- Policy 2.2.f - To respect and preserve a process of open, flexible and participatory decision making in the ongoing planning and day-to-day decisions of the City.
- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

**REFERRAL COMMENTS:**

The subject application was referred to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief. No comments were received in response to the referral.

**PLANNING ANALYSIS:**

The City of Enderby Planner raises no objections to the applicant's request to vary Sections 602.10.b and 602.10.d of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 6 m (19.68 feet) to 5.59 m (18.34 feet) and reducing the minimum rear yard setback area from 6 m (19.68 feet) to 3.9 m (12.80 feet), respectively. Upon consideration of input from adjacent land owners, it is recommended that Council authorize the issuance of the Development Variance Permit for the following reasons:

- The proposed setback reductions are relatively minor in nature (i.e. 0.41 m reduction in front, 1.1 m reduction in rear), and thus the proposed dwelling will be sited in a manner similar to the neighbouring dwellings and will not detract from the built form of the neighbourhood;
- Given the subject property's location at the terminus of a cul-de-sac, the curvature of the road gives the property an irregular front lot line such that it significantly reduces the ability to construct a dwelling without requiring variances to the front and/or rear yard setbacks;
- The proposed siting would only involve the northeast corner of the dwelling encroaching into the required front yard setback area;
- A reduced rear yard setback will not impact the use and enjoyment of the residential property to the east, given that there is a 3 m (9.842 feet) wide dedication between the properties which acts as a buffer;
- A portion of the rear of the property is adjacent to an unconstructed road off of Preston Crescent that the neighbourhood self-maintains as an enhanced open space amenity, which will not be impacted by a reduced rear yard setback; and
- It is not anticipated that the proposed variances would negatively affect the use and enjoyment of the subject or neighbouring properties.

**SUMMARY**

This is an application for a Development Variance Permit for the property located at 31 Preston Drive West, Enderby BC. The applicant is proposing to construct a single-family dwelling and in order to accommodate this proposed siting of the dwelling, the applicant is requesting variances to Sections 602.10.b and 602.10.d of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback



area from 6 m (19.68 feet) to 5.59 m (18.34 feet) and reducing the minimum rear yard setback area from 6 m (19.68 feet) to 3.9 m (12.80 feet), respectively.

The City of Enderby Planner is supportive of the proposed variances and is recommending that Council authorize the issuance of a Development Variance Permit.

---

**Prepared By:**



---

Kurt Inglis, MCIP, RPP  
Planner and Deputy Corporate Officer

**Reviewed By:**



---

Tate Bengtson  
Chief Administrative Officer

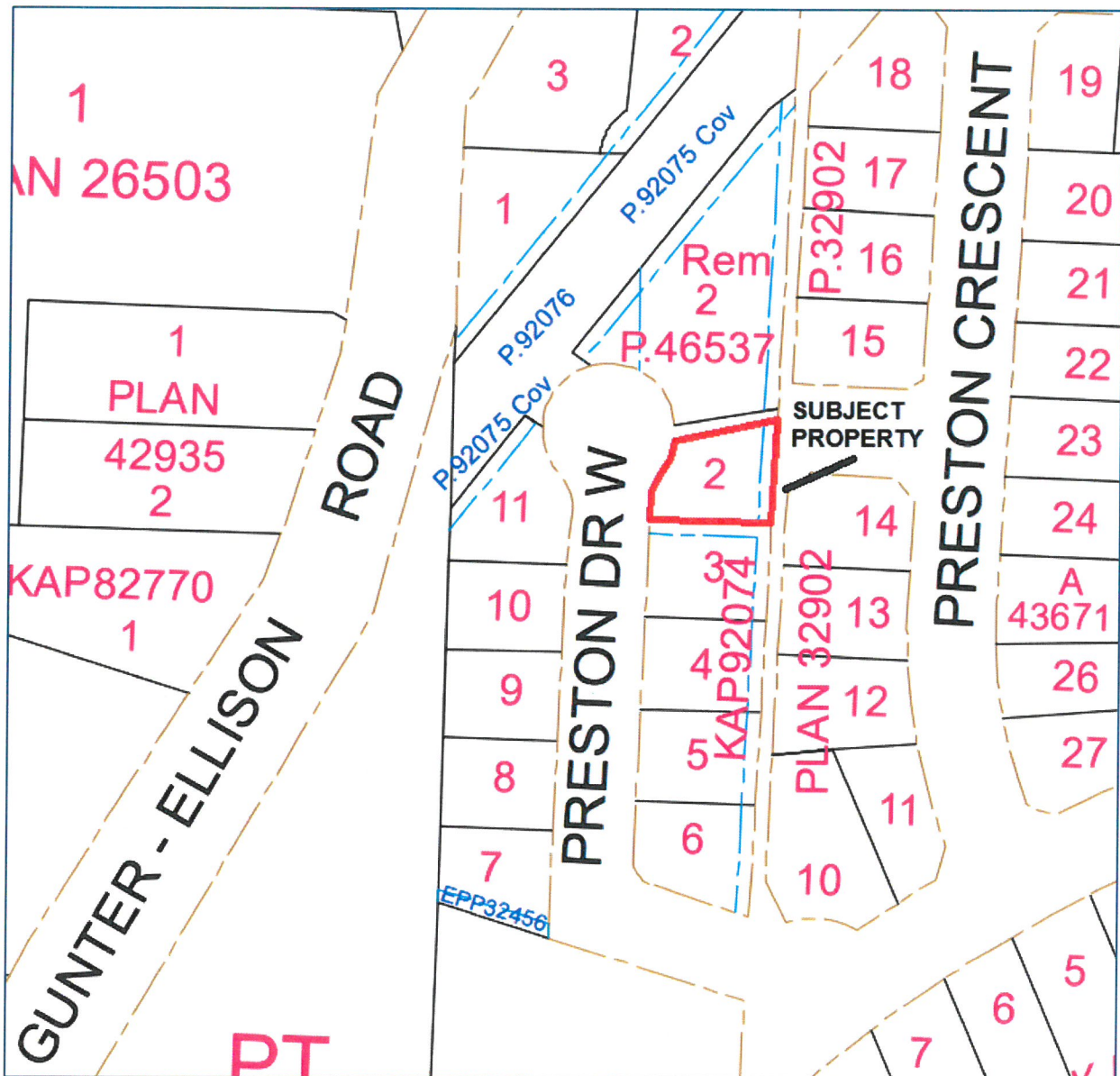
THE CORPORATION OF THE CITY OF ENDERBY  
DEVELOPMENT VARIANCE PERMIT APPLICATION  
SUBJECT PROPERTY MAP

File: 0030-20-DVP-END

Applicant: Eric Borhaven

Owner(s): Jim's Finishing Ltd., 633176 Alberta Ltd., Case Holdings Ltd.

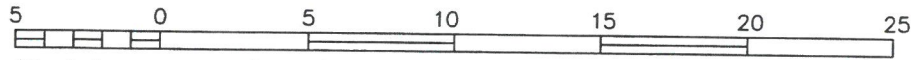
Location: 31 Preston Drive West, Enderby BC



Schedule 'A'

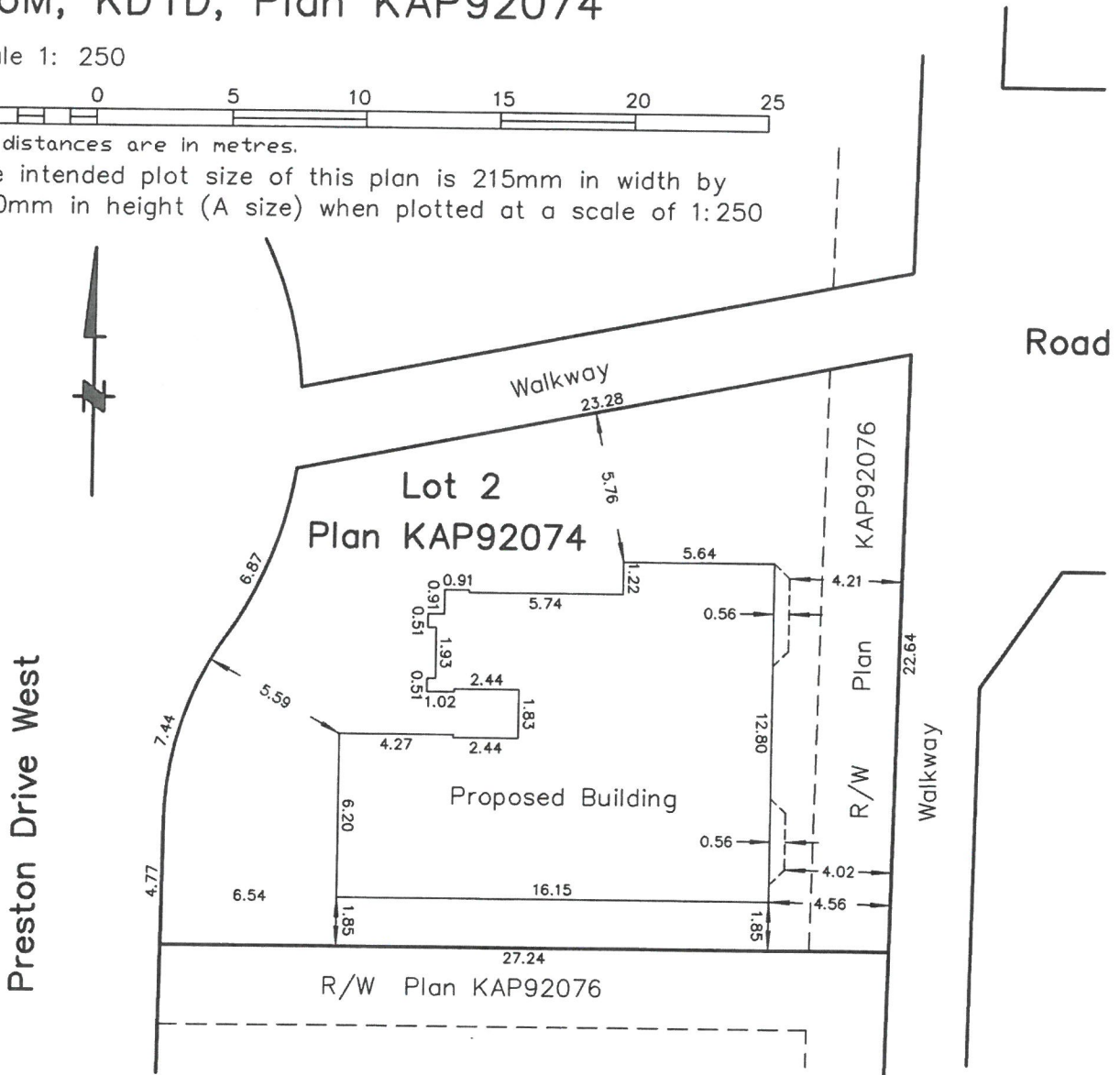
Plan Showing Proposed Building on Lot 2, Sec 27, Tp 18, Rge 9, W6M, KDYD, Plan KAP92074

Scale 1: 250



All distances are in metres.

The intended plot size of this plan is 215mm in width by 280mm in height (A size) when plotted at a scale of 1:250



- Date of Plan December 10, 2020
- Dimensions derived from Plan KAP92074

Civic Address: 31 Preston Drive West, Enderby

Parcel Identifier(PID): 028-605-454

- List of documents registered on title which may affect the location of improvements:
- Statutory Building Scheme LB465516
  - Statutory Right of Way LB465515
  - Permit under Part 26 of the LGA LB240036

This plan was prepared for construction planning purposes and is for the exclusive use of our client. BROWNE JOHNSON LAND SURVEYORS accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of BROWNE JOHNSON LAND SURVEYORS.

BROWNE JOHNSON LAND SURVEYORS  
 B.C. AND CANADA LANDS  
 SALMON ARM, B.C. 250-832-9701  
 File: 388-20

**CITY OF ENDERBY  
OFFICIAL COMMUNITY PLAN AMENDMENT AND REZONING APPLICATION**

File No: 0010-20-OR-END

January 6, 2021

---

**APPLICANT:** Earl Shipmaker

**OWNER(S):** Jim’s Finishing Ltd., 633176 Alberta Ltd., Case Holdings Ltd.

**LEGAL DESCRIPTION:** LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN  
KAMLOOPS DIVISION YALE DISTRICT PLAN KAP46537 EXCEPT PLAN KAP92074

**PID #:** 017-638-691

**LOCATION:** 222 Salmon Arm Drive, Enderby BC

**PROPERTY SIZE:** 0.6 acres (2,428 square meters)

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

**PROPOSED ZONING:** Residential Multi-Family Low Intensity (R.3-A)

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

**PROPOSED O.C.P  
DESIGNATION:** Residential Medium Density

**PROPOSAL:** Construct a four-family dwelling

**RECOMMENDATION:**

THAT Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 which proposes to change the future land use designation of the property legally described as LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP46537 EXCEPT PLAN KAP92074, and located at 222 Salmon Arm Drive, Enderby BC, from *Residential Low Density* to *Residential Medium Density*, be given First Reading;

AND THAT after First Reading of the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and in accordance with Sections 473 (2.1) and 477 of the *Local Government Act*, Bylaw No. 1716 be considered in conjunction with the City’s Housing Needs Report, Financial Plan, and Regional Solid Waste Management Plan;

AND THAT after considering the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 in conjunction with the City's Housing Needs Report, Financial Plan, and Regional Solid Waste Management Plan, Bylaw No. 1716 be given Second Reading and forwarded to a Public Hearing;

AND THAT the referral process which requests that various authorities and organizations review the amendments proposed by the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021, as outlined in this Staff Report, be considered appropriate consultation for the purposes of Sections 475 and 476 of the *Local Government Act*;

AND FURTHER THAT Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021 which proposes to rezone the property legally described as LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP46537 EXCEPT PLAN KAP92074, and located at 222 Salmon Arm Drive, Enderby BC, from the Residential Single-Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone be given First and Second Reading and forwarded to a Public Hearing.

#### **BACKGROUND:**

This report relates to a Joint Official Community Plan Amendment and Rezoning Application for the property located at 222 Salmon Arm Drive, Enderby BC. The applicant is proposing to change the Official Community Plan (OCP) designation of the subject property from *Residential Low Density* to *Residential Medium Density* and to rezone the property from the Residential Single-Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone, in order to construct a four-family dwelling.

#### Site Context

The 0.6 acre (2,428 square meter) subject property is undeveloped and is located on the eastern side of Preston Drive West at the terminus of the cul-de-sac. The portion of the property immediately adjacent to Preston Drive West slopes steeply to the northeast, with the remainder of the lot being a relatively flat bench.

The property is bisected by an unconstructed road dedication that runs in a southwest to northeast direction. A covenant is registered on the title of the property which restricts vehicular access across the aforementioned road dedication; this covenant prevents the property from having dual access off of both Salmon Arm Drive and Preston Drive West, and given that the majority of the property is located to the south of the road dedication, it is likely that future construction will occur in this southern portion of the lot and access to the property will only be available off of Preston Drive West.

The property is located adjacent to a multi-use walkway to the south, which provides access to an unconstructed road off of Preston Crescent that the neighbourhood self-maintains as an enhanced open space amenity.

The subject property and properties to the north, east, south, and southwest are zoned Residential Single Family (R.1-A) and are designated in the OCP as *Residential Low Density*; the properties to the west and northwest are zoned Country Residential (C.R) and are designated in the OCP as *Residential Low Density*.

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

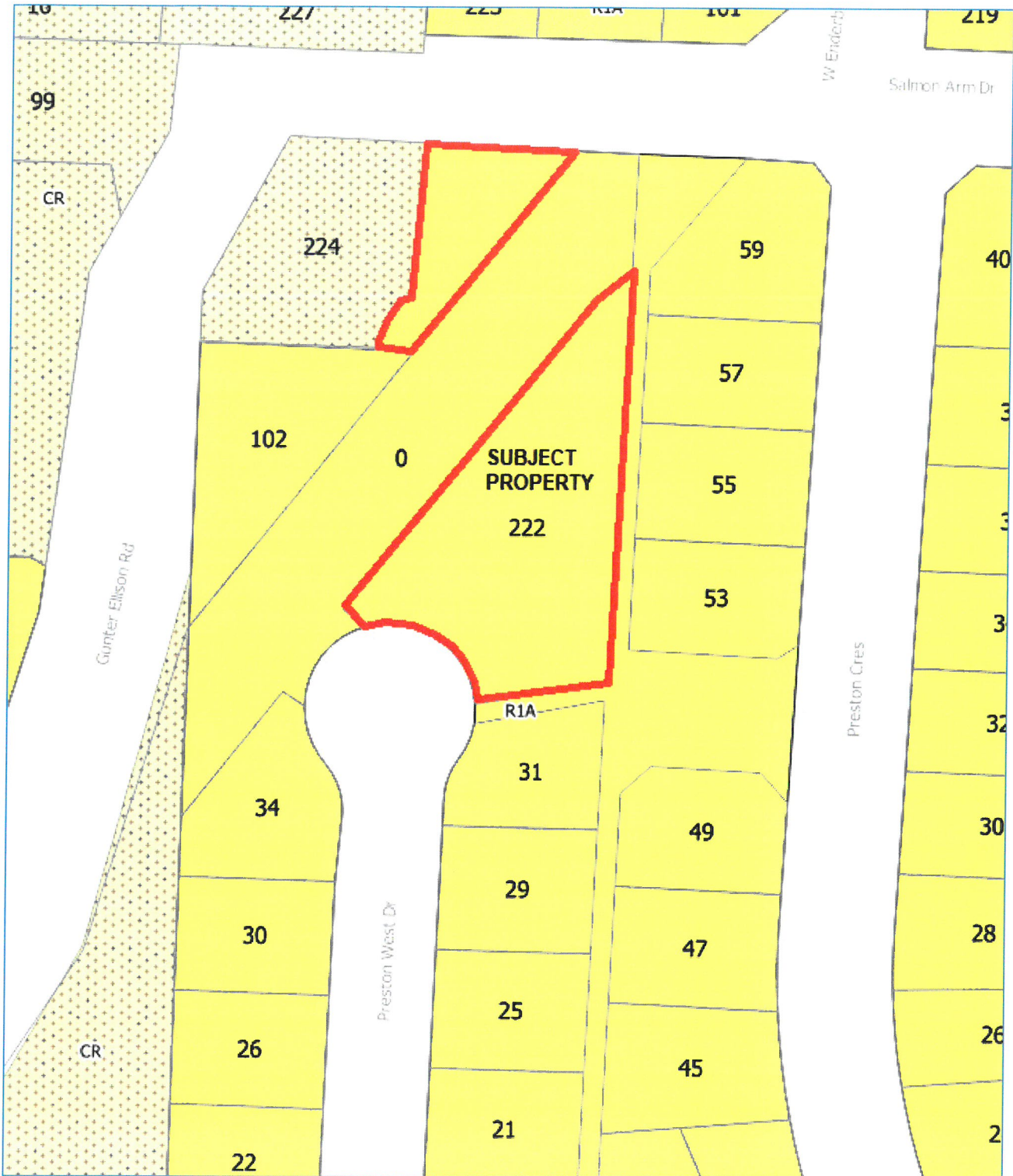
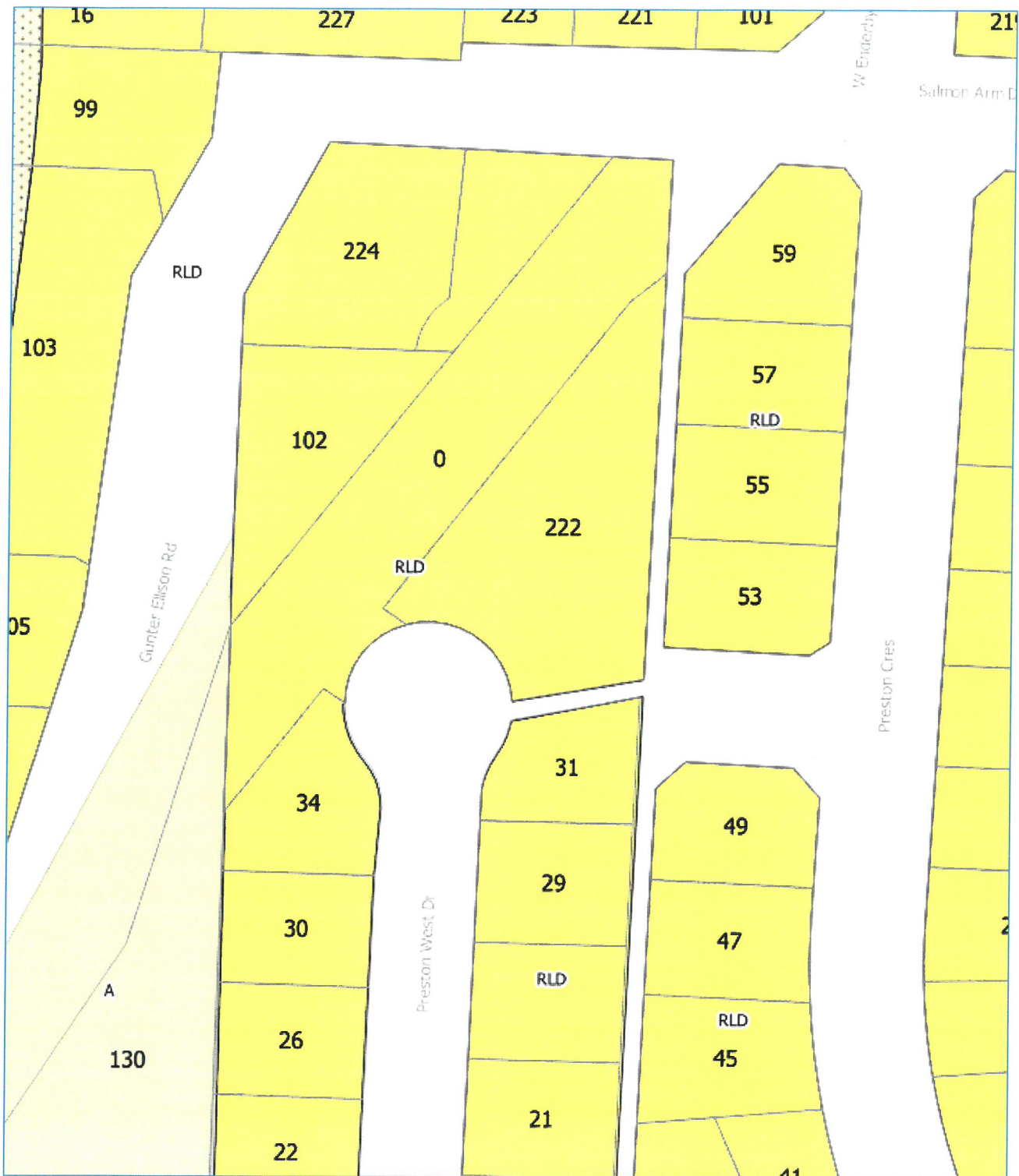


Figure 1. Zoning Map

Yellow – Residential Single Family (R.1-A)  
Dotted – Country Residential (C.R)

The following figure shows the OCP future land use designations of the subject and surrounding properties:



**Figure 2. OCP Future Land Use Designations**

Yellow – Residential Low Density

Green – Agricultural

Dotted – Country Residential

The following orthophoto of the subject and surrounding properties was taken in 2019:



Figure 3: Orthophoto

**\*\*NOTE:** The property lines shown above are not an accurate representation of their true locations and are intended for display purposes only.

### The Proposal

The applicant is proposing to develop a four-family dwelling on the subject property, which would be used for rental purposes. In order to facilitate this proposal, the applicant is proposing to change the OCP designation of the subject property from *Residential Low Density* to *Residential Medium Density* and to



rezone the property from the Residential Single-Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone.

A site plan has not been provided by the applicant at this time but would be required at the building permit stage, should this application be supported; if a subsequent site plan is not able to demonstrate that the development meets all City of Enderby Zoning Bylaw standards (i.e. required setbacks, minimum off-street parking, etc.) they would be required to seek variances through the Development Variance Permit process. It should also be noted that if this Joint OCP Amendment and Rezoning Application were to be approved, the applicant would not be tied to their proposal of a four-family dwelling. Although the applicant may intend to develop the property in accordance with this proposal, it is important to note that if the application is approved then the property could develop in any manner that is consistent with the Zoning Bylaw and any charges registered against the title of the property (covenants, statutory building scheme, etc.).

**ZONING BYLAW:**

The subject property is zoned Residential Single Family (R.1-A) and uses permitted within this zone include:

- Accessory residential;
- Restricted agriculture;
- Single family dwellings;
- Attached secondary suites;
- Bed and breakfasts; and
- Civic and public service use.

Uses permitted within the proposed Residential Multi-Family Low Intensity (R.3-A) zone include:

- Four family dwellings;
- Row housing;
- Three family dwellings;
- Two family dwellings;
- Single family dwellings;
- Accessory residential;
- Boarding, lodging or rooming houses;
- Convalescent, nursing and personal care homes;
- Restricted agricultural use;
- Attached secondary suites;
- Bed and breakfasts; and
- Civic and public service use.

Section 604.a.11.g of the Zoning Bylaw states that the maximum permitted gross density for development in the R.3-A zone shall not exceed forty-one (41) units per hectare (16.59 units per acre); given the property’s area of 0.6 acres, the maximum number of dwelling units permitted on the property would be 9.

Given that the types of multi-family uses permitted with the R.3-A zone are limited, the only form of multi-family development under the R.3-A zone which could approach this level of density is row housing; under the City's Zoning Bylaw, row housing developments are subject to the following regulations:

- i. Each row housing dwelling unit must be located on a separate parcel (i.e. requires subdivision);
- ii. Each row housing parcel shall have a minimum lot area of 220 m<sup>2</sup>, or 330 m<sup>2</sup> for end units;
- iii. Each row housing parcel shall have a minimum lot frontage of 7.5 m (24.61 feet);
- iv. Row housing shall be in the form of a block of at least four and not more than 8 side-by-side family dwelling units.

Given the subject property's irregular shape and limited lot frontage, coupled with the fact that the bisected portion of the lot adjacent to Salmon Arm Drive is undevelopable given the access restrictions imposed by the covenant registered on title, it is not anticipated that a potential row housing development on the subject property could reach the property's maximum permitted gross density limit of 9 dwelling units.

#### **OFFICIAL COMMUNITY PLAN:**

Policies contained within the OCP which apply to this development include:

- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 3.3.h - Council will utilize the development approval process, including Phased Development Agreements, to secure an adequate supply of quality affordable, attainable and special needs housing which meets the needs of all residents of the community, regardless of age, mobility, background or socio-economic status.
- Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.
- Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.
- Policy 8.3.h - Council will support infill and redevelopment within the community.
- Policy 8.3.i - Council will employ Smart Growth principles in future development.
- Policy 9.3.f - Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.
- Policy 20.3.f - Council will encourage infill, redevelopment and brownfield strategies that focus growth towards areas with existing infrastructure.

- Policy 20.3.g - Council will support innovative options that will assist in maintaining appropriate levels of infrastructure and service delivery in a fiscally responsible manner.

## HOUSING NEEDS REPORT

As per Section 473 (2.1) of the *Local Government Act*, when a local government is amending its OCP in relation to statements or map designations relating to the location, amount, type and density of residential development required to meet anticipated housing needs, the local government must consider its most recently received Housing Needs Report. The City of Enderby received its first Housing Needs Report at the Regular Council Meeting of November 2, 2020, which can be accessed through the following link:

<https://www.cityofenderby.com/enderby-housing-needs-assessment-report/>

In the Planning Analysis section of this report is an overview of how the proposal relates to the outcomes of the Housing Needs Assessment Report.

## REFERRAL COMMENTS:

The application was referred to the following individuals/agencies:

- City of Enderby Public Works Manager;
- City of Enderby Chief Financial Officer;
- Building Inspector;
- Fire Chief;
- Regional District of North Okanagan Manager of Regional Engineering Services;
- Ministry of Transportation and Infrastructure.

The following comments were received in response to the application

### Ministry of Transportation and Infrastructure

*"Thank you for the opportunity to comment on this rezoning application. As the property located at 222 Salmon Arm Drive is over 800 metres from an intersection of a Controlled Access Highway (Hwy no. 97A), the Ministry is not required to sign this rezoning."*

### City of Enderby Chief Financial Officer

*" This application would not have a material affect on the Financial Plan."*

## PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to change the OCP future land use designation of the property from *Residential Low Density* to *Residential Medium Density* and to rezone the subject property from the Residential Single Family (R.1-A) zone to the Residential Multi-Family Low

Intensity (R.3-A) zone, and upon consideration of input received at a Public Hearing, recommends that Council approve the subject application for the following reasons:

- The proposal would facilitate infill development, which is a key element of Smart Growth development and is supported in the OCP, and provides the following community benefits:
  - More efficient use of land by increasing the ratio of improvement-to-land values;
  - Reducing pressures related to greenfield development and boundary expansion which supports urban containment and rural protection;
  - Focusing future growth within developed areas of the community in order to maximize the value derived from existing infrastructure; and
  - Adding residential capacity without encroaching upon rural protection zones.
- The proposed development of the property to a more intensive residential land use would foster additional housing in the community, while potentially broadening the spectrum of housing choices, both of which are key elements of Smart Growth;
- Although the neighbourhood is predominantly single-family dwellings, the residential housing forms permitted within the proposed R.3-A zone are of a relatively low intensity and therefore would not detract from the character of the surrounding neighbourhood;
- The proposed development would facilitate the provision of additional rental housing within the community, which the City of Enderby Housing Needs Report confirms there is a strong need for;
- Given the property's large lot area, it is a prime candidate for development to a more intensive residential use, and restricting the property to a single-family dwelling under the R.-1-A zoning designation would not be the highest and best use of the land; and
- The adjacent road network is sufficient to meet any of the limited incremental traffic demands associated with the relatively low intensity residential housing forms permitted under the R.3-A zoning designation.

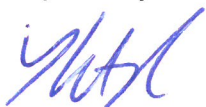
## SUMMARY

This report relates to a Joint Official Community Plan Amendment and Rezoning Application for the property located at 222 Salmon Arm Drive, Enderby BC. The applicant is proposing to change the OCP designation of the subject property from *Residential Low Density* to *Residential Medium Density* and to rezone the property from the Residential Single-Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone, in order to construct a four-family dwelling.

The City of Enderby Planner is supportive of the application.

---

**Prepared By:**



---

Kurt Inglis, MCIP, RPP  
Planner and Deputy Corporate Officer

**Reviewed By:**



---

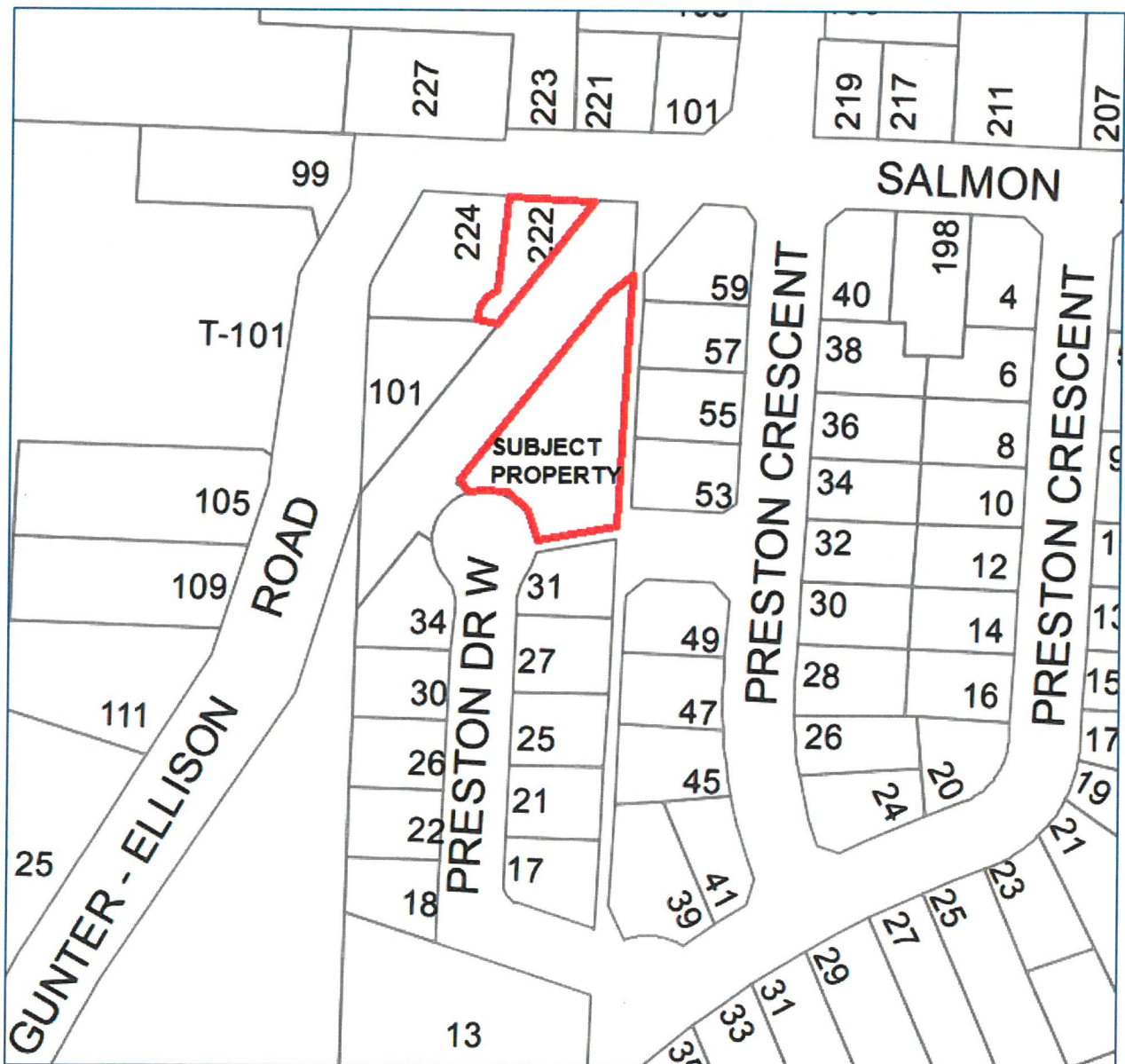
Tate Bengtson  
Chief Administrative Officer

**THE CORPORATION OF THE CITY OF ENDERBY**

**OCP/REZONING APPLICATION**

**SUBJECT PROPERTY MAP**

**File:** 0010-20-OR-END  
**Applicant:** Earl Shipmaker  
**Owner:** Jim’s Finishing Ltd., 633176 Alberta Ltd., Case Holdings Ltd.  
**Location:** 222 Salmon Arm Drive, Enderby BC



THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1716

A BYLAW TO AMEND THE CITY OF ENDERBY OFFICIAL COMMUNITY PLAN BYLAW NO.  
1549, 2014 AND AMENDMENTS THERETO

---

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Official Community Plan Bylaw No. 1549, 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 Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021".
2. The future land use designation of the property legally described as LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP46537 EXCEPT PLAN KAP92074, and located at 222 Salmon Arm Drive, Enderby BC, is hereby changed from *Residential Low Density* to *Residential Medium Density*.

READ a FIRST time this day of , 2021.

READ a SECOND time this day of , 2021.

Advertised on the day of , 2021 and the day of , 2021, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2021.

READ a THIRD time this day of , 2021.

ADOPTED this day of , 2021.

---

MAYOR

---

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1717

A BYLAW TO AMEND 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";

WHEREAS Council of the City of Enderby has determined to make an amendment to "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. 1717, 2021".
2. The zoning designation of the property legally described as LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP46537 EXCEPT PLAN KAP92074, and located at 222 Salmon Arm Drive, Enderby BC, is hereby changed from the Residential Single Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone.

READ a FIRST time this day of , 2021.

READ a SECOND time this day of , 2021.

Advertised on the day of , 2021 and the day of , 2021, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2021.

READ a THIRD time this day of , 2021.

ADOPTED this day of , 2021.

\_\_\_\_\_  
MAYOR

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

**CITY OF ENDERBY  
ZONING TEXT AMENDMENT APPLICATION**

**AGENDA**

**File No.: 0010-20-ZTA-END**

**January 12, 2021**

---

**APPLICANT:** Michael Forbes

**LEGAL DESCRIPTION:** PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A

**P.I.D #:** 012-503-550

**CIVIC ADDRESS:** 612 Cliff Avenue, Enderby BC

**PROPERTY SIZE:** 0.037607 hectares (0.093 acres/376 m<sup>2</sup>)

**ZONING:** General Commercial (C.1)

**O.C.P DESIGNATION:** General Commercial

**PROPOSAL:** Partial demolition of an existing single-storey commercial building, to be redeveloped to a two-storey mixed use building involving a ground-level commercial floor space, three ground-level dwelling units, and four second-storey dwelling units

**PROPOSED TEXT AMENDMENT:** Increase the maximum permitted gross density for the subject property from 60 units per hectare (24.28 units per acre) to 187 units per hectare (74.74 units per acre) in order to increase the number of residential dwelling units permitted on the property from 2 to 7

**RECOMMENDATION [4 Dwelling Units, Above Commercial Use Only, Staff Supported]:**

THAT City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 which proposes to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to increase the maximum permitted gross density for the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 612 Cliff Avenue, Enderby BC from 60 units per hectare (24.27 units per acre) to 107 units per hectare (43.30 units per acre) in order to increase the number of residential dwelling units permitted on the property from 2 to 4, in cases where residential dwelling units are contained entirely above a commercial use, be given First and Second Reading and forwarded to a Public Hearing;

AND THAT, should Council wish to adopt City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021, it be subject to:



1. The property owner registering a Housing Agreement on the title of the subject property, satisfactory to the City, which requires that Tenancy Agreements for any dwelling units on the property include language that:
  - i. Restricts tenants or their guests from parking commercial vehicles, motorhomes, oversized vehicles or trailers on the property or adjacent public property; and
  - ii. Restricts tenants to having only one personal vehicle per household.and;
2. The property owner providing a sworn affirmation acknowledging that the Downtown Designated Parking Area is intended primarily for commercial use and that Council's permitting of an increase in the residential density of the property in no way affects the City's right to alter how it ensures commercial parking objectives are met in the future, which may include a managed residential parking inventory within the Downtown Designated Parking Area, and further that the owners acknowledge that there are no express or implied covenants, assurances, or representations which may create, or be expected to create, rights in equity with respect to the Downtown Designated Parking Area by virtue of this bylaw or any other action or omission by the City.

**ALTERNATE RECOMMENDATION [7 Dwelling Units, Above and Behind Commercial Use, Applicant Request]:**

THAT City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 which proposes to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to increase the maximum permitted gross density for the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 612 Cliff Avenue, Enderby BC from 60 units per hectare (24.27 units per acre to 107 units per hectare (43.30 units per acre) in order to increase the number of residential dwelling units permitted on the property from 2 to 4, in cases where residential dwelling units are contained entirely above a commercial use, be given First Reading;

AND THAT Council amends City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 to:

- i. Increase the maximum permitted gross density for the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 612 Cliff Avenue, from 60 units per hectare (24.27 units per acre) to 187 units per hectare (75.68 units per acre), in order to increase the number of residential dwelling units permitted on the subject property from 2 to 7; and
- ii. Strike out the provision of the Bylaw which states that the maximum permitted gross density for the aforementioned property is increased only in cases where residential dwelling units are contained entirely above a commercial use.

AND THAT the amended City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 be given Second Reading and forwarded to a Public Hearing;

AND FURTHER THAT, should Council wish to adopt City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021, it be subject to:

1. The property owner registering a Housing Agreement on the title of the subject property, satisfactory to the City, which requires that Tenancy Agreements for any dwelling units on the property include language that:
  - iii. Restricts tenants or their guests from parking commercial vehicles, motorhomes, oversized vehicles or trailers on the property or adjacent public property; and
  - iv. Restricts tenants to having only one personal vehicle per household.and;
2. The property owner providing a sworn affirmation acknowledging that the Downtown Designated Parking Area is intended primarily for commercial use and that Council's permitting of an increase in the residential density of the property in no way affects the City's right to alter how it ensures commercial parking objectives are met in the future, which may include a managed residential parking inventory within the Downtown Designated Parking Area, and further that the owners acknowledge that there are no express or implied covenants, assurances, or representations which may create, or be expected to create, rights in equity with respect to the Downtown Designated Parking Area by virtue of this bylaw or any other action or omission by the City.

**BACKGROUND:**

This report relates to an application to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to increase the maximum permitted gross density for the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 612 Cliff Avenue, from 60 units per hectare (24.27 units per acre) to 187 units per hectare (75.68 units per acre), in order to increase the number of residential dwelling units permitted on the property from 2 to 7. The applicant is proposing to partially demolish an existing single-storey commercial building on the property and redevelop it to a two-storey, mixed-use building which would include a ground-level commercial floor space, three ground-level dwelling units, and four second-storey dwelling units; in order to accommodate the proposed number of dwelling units, the applicant is seeking to amend the Zoning Bylaw to increase the maximum permitted density for the property.

Site Context:

The 0.037607 hectare (0.093 acres/376 m<sup>2</sup>) property is located in the commercial core of the community along the southern side of Cliff Avenue, which is identified in Schedule 'C' of the City's Official Community Plan (OCP) as a 'Municipal Commercial' road; the property also backs onto Lambly Lane which runs east-west between George Street (Highway 97A) and Vernon Street.

A one-storey commercial building is located on the property with the building having 0 m setbacks along the northern (front) and eastern (side) property lines. The commercial building is currently vacant but was most recently used as a Chinese food restaurant. The building has access off of both Cliff Avenue and Lambly Lane and there are currently three off-street parking spaces on the southern portion of the property adjacent to Lambly Lane.

The subject property and properties to the north, east, southwest, and west are currently zoned General Commercial (C.1) and are designated in the OCP as General Commercial. The properties to the south (Russell Avenue parking lot) and northwest (City Hall) are zoned Assembly, Civic and Public Service (S.1) and are designated in the OCP as Institutional.

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



Figure 1: Zoning Map

Red – General Commercial (C.1)  
Blue – Assembly, Civic and Public Service (S.1)

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



Figure 2: Orthophoto

### The Proposal

The applicant is proposing to partially demolish an existing single-storey commercial building on the property and redevelop it to a two-storey, mixed-use building which would include a ground-level commercial floor space, three ground-level dwelling units, and four second-storey dwelling units, as shown on the site plan attached as Schedule 'A'. It should be noted that at this point in the development process the attached site plan is purely conceptual, and that if a rezoning application were to be approved, the applicant would not be tied to this proposed layout of the property. Although the applicant may intend to develop the property in accordance with the attached site plan, it is important to note that

the property could develop in any manner that is consistent with regulations of the Zoning Bylaw and respects any charges registered against the title of the property (Section 219 covenant, statutory building scheme, etc.).

**ZONING BYLAW:**

The property is currently zoned General Commercial (C.1); uses permitted within this zone include:

- Accessory buildings and structures;
- Accommodation including apartments, dwelling units, hotels and motels;
- Civic use;
- Auditoriums, youth centres, and social halls
- Educational facilities and professional studios;
- Entertainment and recreation facilities;
- Food service;
- Cannabis-Related Business subject to the provisions of Section 316;
- Office and commerce facilities;
- Public service use;
- Retail sales;
- Service and repair; and
- Transportation facilities.

Section 401.11.d.i of the Zoning Bylaw states the dwelling units within the C.1 zone must be located entirely above and/or behind the commercial use, while Section 401.11.d.v of the Zoning Bylaw states that dwelling units within the C.1 zone shall not exceed a gross density of 60 units per hectare (24.28 units per acre). Given the subject property's lot area of 0.037607 hectares (0.093 acres/376 m<sup>2</sup>), the proposed 7 residential dwelling units would give the property a gross density of 187 units per hectare which exceeds the maximum for the C.1 zone. Given this, the applicant is proposing to increase to the maximum permitted gross density for the property from 60 units per hectare (24.28 units per acre) to 187 units per hectare (75.68 units per acre), which in turn would increase the number of permitted residential dwelling units for the property from 2 to 7. It should be noted that if the applicant's request to increase the maximum permitted gross density of the property to 187 units per hectare (75.68 units per acre) were approved, no more than 7 dwelling units could be developed on the property unless a subsequent Zoning Text Amendment application were to be approved or the subject property's lot area were to be increased through a lot line adjustment or consolidation with an adjacent parcel.

It should be noted that the subject property is located within the Downtown Designated Parking Area, as shown on Schedule "A" of the Zoning Bylaw. Section 901.5 of the Zoning Bylaw states that the off-street parking regulations do not apply to buildings and structures existing on the effective date of the bylaw that are located in the Downtown Designated Parking Area, or to any change in the use of those buildings or structures, except that:

- a. Off-street parking shall be provided and maintained in accordance with this section where the total floor area is increased in excess of ten percent (10%) over the existing floor area, in which case the amount of additional parking spaces required shall be calculated on the basis of:
  - i. The increase in the size of the existing structure exceeding ten percent; and
  - ii. The use of the addition; or
  - iii. The increase in residential density.
  
- a. Off-street parking existing on the effective date of this Bylaw shall not be reduced below the applicable off-street parking requirements of this section.

Given that the applicant’s proposal involves a change in land use (introduction of residential dwelling units) and an increase in floor space, the applicant would be required to provide additional off-street parking stalls for the residential dwelling units, as specified by Schedule ‘B’ of the Zoning Bylaw.

Furthermore, Section 401.9 of the Zoning Bylaw states where section 901.5 does not apply, parking is required to be provided on lots lying within the Downtown Designated Parking Area and that the number of spaces required for such use may be reduced by the number of off-street parking spaces for which a fee of \$3,500.00 per parking space is paid to the City.

Based on the applicant’s provided site plan, they do not have a sufficient number of off-street parking stalls on site in order to satisfy the minimum requirements specified in Schedule ‘B’ of the Zoning Bylaw (applicant has proposed 3 parking stalls on site, but Zoning Bylaw requires 11 parking stalls if there are 7 dwelling units on the property, or 8 parking stalls if there are 4 dwelling units). Should this Zoning Text Amendment Application be supported by Council, the applicant would need to address the off-street parking deficiencies by either:

- 1. Seeking variances from Council;
- 2. Paying a fee of \$3,500/space to the City for every off-street parking stall they are not able to provide on site; or
- 3. Amend their site plan to provide the minimum number of off-street parking stalls on site.

**OFFICIAL COMMUNITY PLAN:**

The following policies from the City of Enderby Official Community Plan relate to this development:

Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

Policy 3.3.h - Council will utilize the development approval process, including Phased Development Agreements, to secure an adequate supply of quality affordable, attainable and special needs housing which meets the needs of all residents of the community, regardless of age, mobility, background or socio-economic status.

Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.

Policy 5.3.b - Council will review land use bylaws and policy in support of mixed uses in commercial, industrial and growth areas aimed at strengthening the existing business sector and attracting new business and industry.

Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.

Policy 8.3.h - Council will support infill and redevelopment within the community.

Policy 8.3.i - Council will employ Smart Growth principles in future development.

Policy 9.3.f - Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.

Policy 12.3.c - Council encourages and supports creative and innovative infilling, development, redevelopment and renovation of existing buildings in order to maintain a strong focus on commercial activity in commercial areas.

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

Policy 20.3.g - Council will support innovative options that will assist in maintaining appropriate levels of infrastructure and service delivery in a fiscally responsible manner.

#### **REFERRAL COMMENTS:**

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

The Ministry of Transportation and Infrastructure advised that they have provided preliminary approval for the application for one year pursuant to Section 52(3)(a) of the *Transportation Act*.

The City's Public Works Manager provided the following comments:

*"The proposed development is inside of the Downtown Designated Parking Area without an opportunity to provide on-site parking due to the building lot coverage. As a result, this increase in residential density will have an impact upon off-site parking inventory – most likely the Russell Avenue parking lot due to its proximity to the subject property. This parking lot provides staff parking for nearby businesses and enables Cliff Avenue parking demands to overflow, as well as accommodate larger vehicles and trailers that may not be able to easily parallel park.*

*If Council is supportive, I would recommend that a housing agreement be implemented to cap the parking demand by guests and occupants. Any permitted increase should consider section 901.5 of the City of Enderby Zoning Bylaw as amended in 2017, which provides that:*

*Off-street parking shall be provided and maintained in accordance with this section where the total floor area is increased in excess of ten percent (10%) over the existing floor area, or where residential density is increased, in which case the amount of additional parking spaces required shall be calculated on the basis of:*

- i. the increase in the size of the existing structure exceeding ten percent; and*
- ii. the use of the addition; or*
- iii. the increase in residential density*

*Given section 901.5, if there is an increase in residential density, the applicant should be required to make a contribution to the City's off-street parking reserve fund in accordance with the bylaw, which is held in reserve for the acquisition and/or improvement of public parking."*

No other comments were received in response to the referral.

#### **PLANNING ANALYSIS:**

The proposed development would result in a significant increase in residential rental units within the community, which provides a range of benefits including:

1. Facilitating infill development, which is a key element of Smart Growth;
2. Promoting the downtown as a mixed use area with a residential population that supports downtown businesses and aids in natural surveillance through 'eyes on the street'; and
3. Fostering additional rental housing within the community, which is identified as a key need in the City's Housing Needs Assessment Report.

However, the City of Enderby Planner has two significant concerns with the proposal:

- i. A significant reduction in commercial floor space in the downtown; and
- ii. A significant increase in demand for public parking within the downtown, which could potentially have spill-over effects.

#### Reduction in Commercial Floor Space

The property is currently zoned General Commercial (C.1) which allows for a range of commercial uses, with residential dwelling units permitted to accompany a commercial use as long as they are located either above or behind the commercial use. The property is currently being used entirely for commercial purposes, with BC Assessment confirming that the property has 2,613 square feet (242.8 m<sup>2</sup>) of net leasable area. The applicant is proposing to convert the southern portion of the ground-level from a commercial floor space to three separate dwelling units, reducing the commercial floor space on the property from 2,613 square feet (242.8 m<sup>2</sup>) to 1,038 square feet (96.4 square meters), which represents an approximately 60% reduction in commercial floor space.

Although Staff recognizes that under the City's Zoning Bylaw, the applicant could convert a portion of the ground-level commercial floor space to residential dwelling units, without requiring any policy approval as long as they do not exceed the maximum permitted gross density for the C.1 zone of 60 units per hectare



(24.27 units per acre), Staff do not feel that the applicant's proposal to maximize residential density on the property is appropriate if it comes at the expense of the commercial viability of the property. The City of Enderby is a small, compact community that has a limited amount of commercial floor space; furthermore, the community faces a number of challenges which impact the potential for commercial growth, particularly in the downtown core. Given this, existing commercial floor space within the downtown is a valuable commodity that needs to be preserved in order to protect the commercial viability of the community and support the local economy.

Staff are recommending that the Council supports amending the Zoning Bylaw to permit an increase to the maximum permitted gross density of the property from 60 units per hectare (24.27 units per acre) to 107 units per hectare (43.30 units per acre), in order to increase the number of residential dwelling units permitted on the property from 2 to 4 (as opposed to the applicant's proposal of 7 dwelling units), but only in cases where residential dwelling units are contained entirely above a commercial use; this approach would in effect double the maximum permitted gross density on the site and allow for the applicant to proceed with the proposed four dwelling units on the second storey, while ensuring the commercial floor space on the ground-level is preserved. In addition, Staff feel that a more conservative maximum permitted gross density of 107 units per hectare (4 dwelling units total) is more suitable for the site, given the relatively modest size of the parcel coupled and the fact that the applicant is not able to accommodate the minimum off-street parking requirements on-site.

#### Increase in Demand for Public Parking

Normally with a Zoning Text Amendment application seeking to increase the maximum permitted gross density for a property, the topic of parking would not be discussed as the applicant would be required to submit a Development Variance Permit application if they were unable to accommodate the minimum off-street parking requirements on-site, with Council to consider the merits of the parking proposal during that Development Variance Permit application process. However, in this case the subject property is located within the Downtown Designated Parking Area and the number of required off-street parking spaces may be reduced by the number of off-street parking spaces for which a fee of \$3,500.00/space is paid to the City, pursuant to Section 401.9 of the Zoning Bylaw. Given this, the applicant could potentially avoid the Development Variance Permit process altogether by paying the aforementioned fees, in which case Council would not have an opportunity to consider a particular parking proposal or impose conditions to mitigate any potential impacts. Given this, it is appropriate for Council to consider the impacts of parking through this Zoning Text Amendment Application process.

Schedule 'B' of the Zoning Bylaw requires that multi-family residential development must provide 1.5 parking stalls per dwelling unit if the development has a density over 45 units/acre, or 2 parking stalls per dwelling unit if the density is under 45 units/acre. Under the applicant's proposal of 7 dwelling units on the property, the density is greater than 45 units/acre and would be required to provide 11 parking stalls on site; under Staff's recommendation to permit only 4 dwelling units on the property, the density would be less than 45 units/acre and thus the applicant would be required to provide 8 parking stalls on site. In either scenario, the applicant is unable to accommodate the minimum number of parking stalls on site and will rely on the use of the adjacent Russell Avenue parking lot to accommodate the development's parking demands.

As mentioned by the City’s Public Works Manager, it is anticipated that the proposed development would have an impact upon off-site parking inventory, particularly the Russell Avenue parking lot which provides staff parking for nearby businesses and enables Cliff Avenue parking demands to overflow, as well as accommodate larger vehicles and trailers that may not be able to parallel park easily. To help mitigate the incremental parking demands placed on the downtown, Staff are recommending that a potential adoption of City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 be subject to:

1. The property owner registering a Housing Agreement on the title of the subject property, satisfactory to the City, which requires that Tenancy Agreements for any dwelling units on the property include language that:
  - v. Restricts tenants or their guests from parking commercial vehicles, motorhomes, oversized vehicles or trailers on the property or adjacent public property; and
  - vi. Restricts tenants to having only one personal vehicle per household.and;
2. The property owner providing a sworn affirmation acknowledging that the Downtown Designated Parking Area is intended primarily for commercial use and that Council’s permitting of an increase in the residential density of the property in no way affects the City’s right to alter how it ensures commercial parking objectives are met in the future, which may include a managed residential parking inventory within the Downtown Designated Parking Area, and further that the owners acknowledge that there are no express or implied covenants, assurances, or representations which may create, or be expected to create, rights in equity with respect to the Downtown Designated Parking Area by virtue of this bylaw or any other action or omission by the City.

Requiring the registration of a Housing Agreement will ensure that the proposed residential dwelling units are rented to individuals who have limited parking demands and will not create parking spill-over effects in the downtown, while requiring the provision of a sworn affirmation from the property owner will ensure that they are aware of and acknowledge the fact that the Downtown Designated Parking Area is intended primarily for commercial use and that Council's potential permitting of an increase in residential density of the subject property in no way affects the City's right to alter how it ensures commercial parking objectives are met in the future.

#### Alternate Recommendation

Should Council wish to support the applicant’s proposal to increase the maximum permitted gross density for the property from 60 units per hectare (24.27 units per acre) to 187 units per hectare (75.68 units per acre), in order to increase the number of residential dwelling units permitted on the property from 2 to 7, Council can choose to proceed with Staff’s alternate recommendation; under this alternate recommendation, Staff are still recommending that Bylaw adoption be subject to the registration of a Housing Agreement and the provision of a sworn affirmation.

#### **SUMMARY**

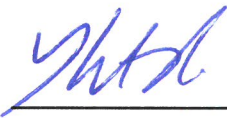
This is an application to amend the City of Enderby Zoning Bylaw No. 1550, 2014 to increase the maximum permitted gross density for the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT

LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 612 Cliff Avenue, from 60 units per hectare (24.27 units per acre) to 187 units per hectare (75.68 units per acre), in order to increase the number of residential dwelling units permitted on the property from 2 to 7. The applicant is proposing to partially demolish an existing single-storey commercial building on the property and redevelop it to a two-storey, mixed-use building which would include a ground-level commercial floor space, three ground-level dwelling units, and four second-storey dwelling units.

Staff are recommending that Council supports a reduced increase to the maximum permitted gross density of the property, which would increase the permitted number of residential dwelling units from 2 to 4, in cases where residential dwelling units are contained entirely above a commercial use. Furthermore, Staff are recommending that a potential adoption of City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 be subject to the property owner registering a Housing Agreement and providing a sworn affirmation.

---

**Prepared By:**



Kurt Inglis, MCIP, RPP  
Planner and Deputy Corporate Officer

**Reviewed By:**



Tate Bengtson  
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

ZONING TEXT AMENDMENT APPLICATION

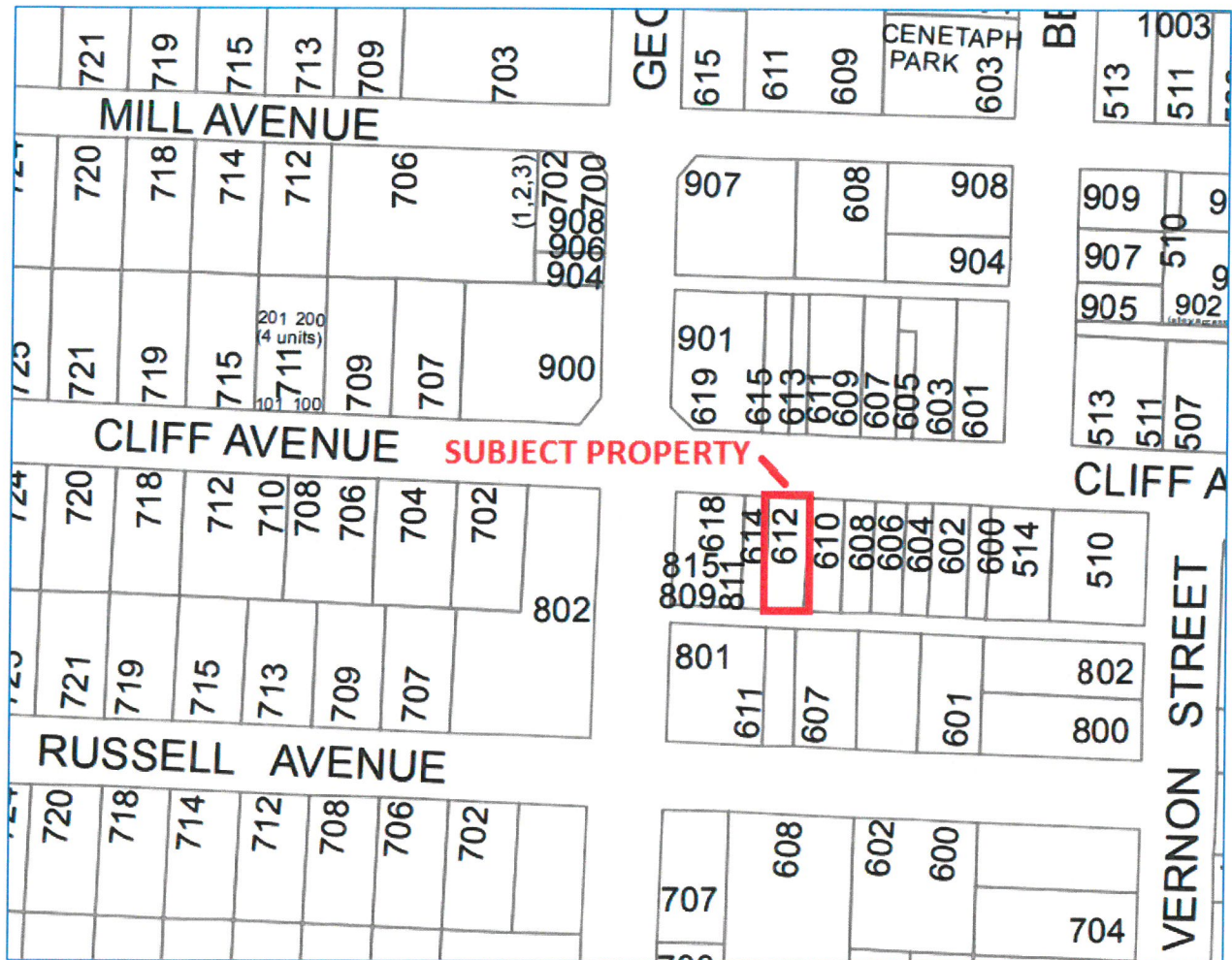
SUBJECT PROPERTY MAP

File: 0010-20-ZTA-END

Applicant: Michael Forbes

Owner: MDC Forbes Inc.

Location: 612 Cliff Avenue, Enderby BC



# 2 Storey Multi-Use Building 612 Cliff Avenue, Enderby, BC

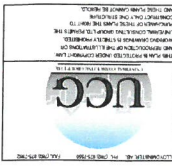


## Drawing Index

- A000 Title Sheet
- A002 Site Plan (Existing & Proposed)
- A101 Main Floor Demolition & Renovation Plans
- A102 Second Floor Plan

Issued for Zone Text Amendment  
November 27, 2020

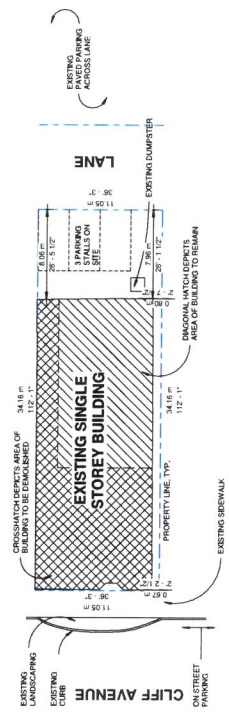
 <p>UCG ENGINEERS</p>	<p>Revision Schedule</p> <table border="1"> <tr> <th>Revision Number</th> <th>Description</th> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Revision Number	Description			<p>PROJECT</p> <p>Enderby, BC (612 Cliff Avenue)</p>	<p>CLIENT</p> <p>MDC Forbes Inc.</p>
	Revision Number	Description					
<p>DATE: 11-18-2020</p> <p>FILE: 2020-11-18-2020</p> <p>DRAWN: EER</p> <p>CHECKED: PR</p> <p>DWG No.</p>	<p>SCALE</p> <p>DATE: 11-18-2020</p> <p>FILE: 2020-11-18-2020</p> <p>DRAWN: EER</p> <p>CHECKED: PR</p> <p>DWG No.</p>	<p>DRAWING</p> <p>Title Sheet</p>	<p>A000</p>				



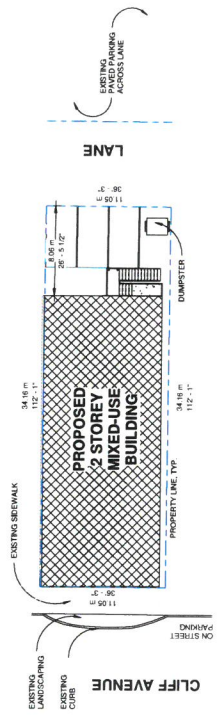
Revision Schedule	
Revision Number	Description

PROJECT: Enderby, BC (612 Cliff Avenue)  
 CLIENT: MDC Forbes Inc.  
 DATE: 10/20/2014  
 FILE: 001422702  
 DRAWN: EEP  
 CHECKED: PR  
 DWG No: A002

PROJECT: Enderby, BC (612 Cliff Avenue)  
 CLIENT: MDC Forbes Inc.  
 DATE: 10/20/2014  
 FILE: 001422702  
 DRAWN: EEP  
 CHECKED: PR  
 DWG No: A002

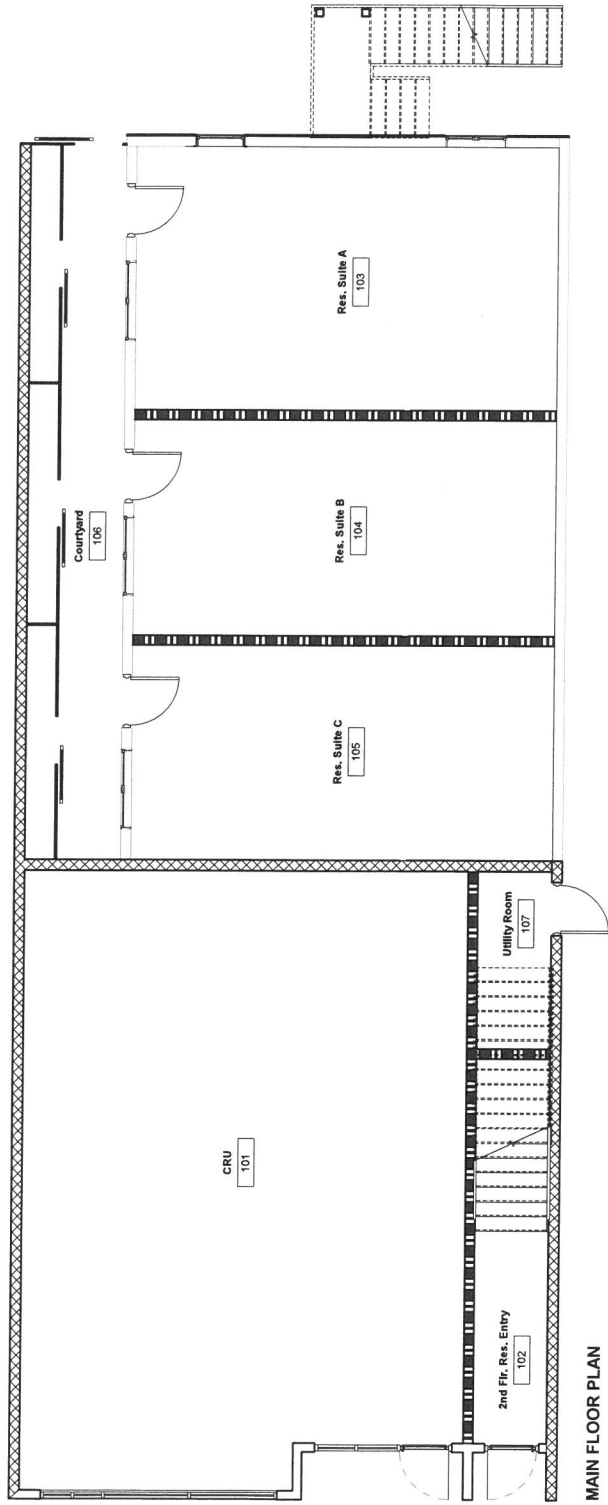


1 Site Plan - Existing 2  
 1/25/1:200

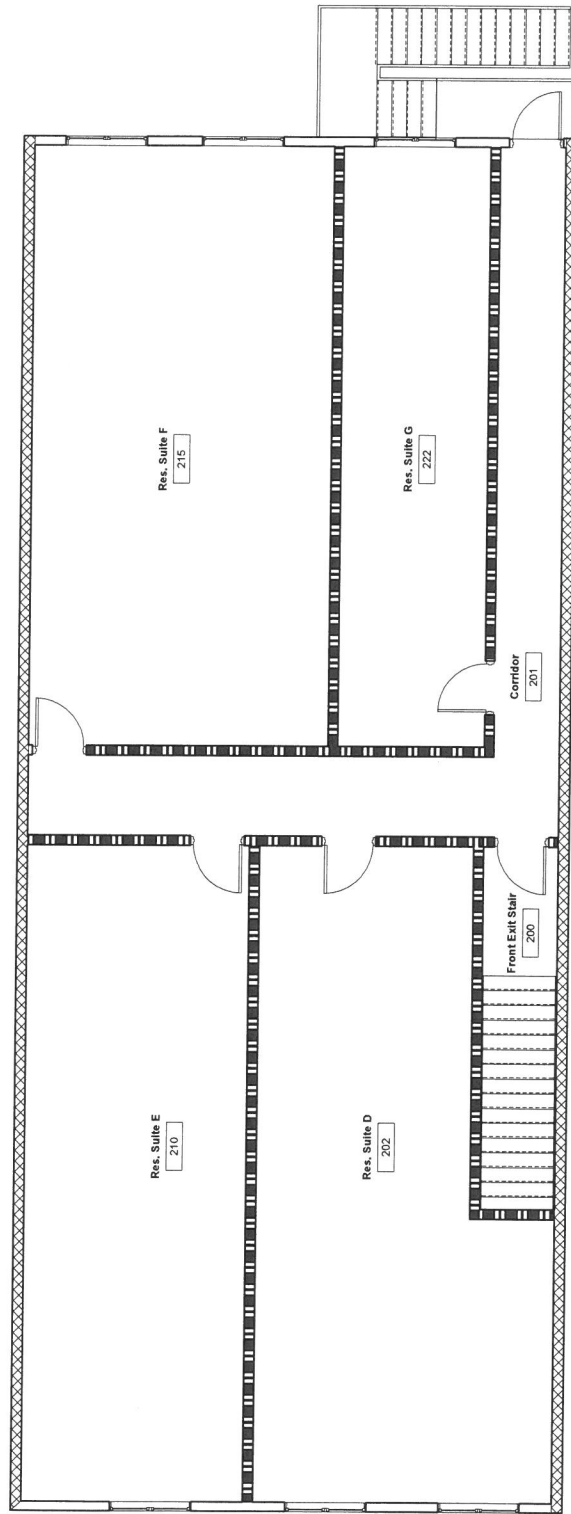


2 Site Plan - New  
 1/25/1:200

**PROJECT DATA:**  
 LEGAL DESCRIPTION:  
 DISTRICT LOT 150  
 PLAN 511A  
 PARCEL 1A  
 ZONING: COMMERCIAL  
 CITY: CLIFF AVENUE  
 SITE AREA: 377,562 (0.046)  
 BUILDING AREA: 27,762  
 SITE COVERAGE: 7.3%  
 ALLOWED UNIT DENSITY: 60 UNITS/HECTARE  
 (0.8 X 1.09 = 2.4 UNITS)  
 (0.8 X 1.175 = 7 UNITS)  
 175 UNITS/HECTARE  
 (0.8 X 1.175 = 7 UNITS)  
**PROPOSED ZONE AREAS:**  
 COMMERCIAL UNIT AREA: 103862 (0.440)  
 MINIMUM ALLOWED AREA: 296182 (2.776)  
 UNIT C100: 37902 (0.324)  
 UNIT C200: 33982 (0.314)  
 UNIT C222:  
 1 BEDROOM SUITE: 430475 (4.015)  
 UNIT E210: 43902 (0.409)  
 MINIMUM ALLOWED AREA: 57902 (0.540)  
 UNIT F210: 484482 (4.590)  
 MINIMUM ALLOWED AREA: 671392 (6.360)  
 UNIT F212:  
**PARKING REQUIREMENTS:**  
 EXISTING PARKING: 14 SEATS = 64 SEATS/A - 21  
 STALLS PROVIDED: 3  
**PROPOSED PARKING:**  
 EXISTING PARKING: 14 SEATS = 64 SEATS/A - 21  
 STALLS PROVIDED: 3  
**STALLS PROVIDED:**  
 23 DWELLING UNIT - 7 UNITS X 2 - 14  
 STALLS PROVIDED: 2  
**RETAIL STORE:**  
 10 SEATS = 40 SEATS/A - 4  
 STALLS PROVIDED: 4  
 TOTAL PROVIDED: 3



MAIN FLOOR PLAN



SECOND FLOOR PLAN



THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1718, 2021

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. 1718, 2021".
2. Division Four - Commercial Zones (C.1) of Schedule "A" of Zoning Bylaw No. 1550, 2014 is hereby amended by adding Section 402.11.i as follows:
  - i. Notwithstanding the density requirements outlined in Section 401.11.d.v of this Bylaw, the maximum permitted gross density for the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 612 Cliff Avenue, Enderby BC shall not exceed 107 units per hectare (43.30 units per acre) in cases where dwelling units are contained entirely above a commercial use.

READ a FIRST time this day of , 2021.

READ a SECOND time this day of , 2021.

Advertised on the day of , 2021 and the day of , 2021 and a Public Hearing held pursuant to the provisions of Section 464 of the *Local Government Act* on the day of , 2021.

READ a THIRD time this day of , 2021.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this day of , 2021.

---

Development Officer  
Ministry of Transportation and Infrastructure

ADOPTED this day of , 2021.

\_\_\_\_\_  
MAYOR

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

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1705

A BYLAW TO AMEND THE CITY OF ENDERBY BUSINESS LICENSE AND REGULATION  
BYLAW NO. 1558, 2014

---

WHEREAS Council of the City of Enderby has adopted “The City of Enderby Business License and Regulation Bylaw No. 1558, 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 Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1705, 2020”.
2. *Section 5 - Business Regulations* of “City of Enderby Business License and Regulation Bylaw No. 1558, 2014” is hereby amended by removing Section 5.i.vii.d and renumbering the remainder of the section accordingly.

READ a FIRST time this 21<sup>st</sup> day of December, 2020.

READ a SECOND time this 21<sup>st</sup> day of December, 2020.

READ a THIRD time this 21<sup>st</sup> day of December, 2020.

ADOPTED this    day of    , 2020.

\_\_\_\_\_  
MAYOR

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

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1715

A BYLAW TO AMEND FEES AND CHARGES BYLAW NO. 1479, 2010

---

WHEREAS Council of the City of Enderby has adopted "The City of Enderby Fees and Charges Bylaw No. 1479, 2010";

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

1. This bylaw may be cited as the "The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1715, 2020".
2. Schedule "1" of the "City of Enderby Fees and Charges Bylaw No. 1479, 2010" is hereby amended by amending Section 3 (p) as follows:
  - (p) Business License Application Fee for Cannabis-Related Business \$3,000
3. Schedule "1" of the "City of Enderby Fees and Charges Bylaw No. 1479, 2010" is hereby amended by adding Section 3 (q) as follows:
  - (q) Annual Business License Renewal for Cannabis-Related Business \$1,500

READ a FIRST time this 21<sup>st</sup> day of December, 2020.

READ a SECOND time this 21<sup>st</sup> day of December, 2020.

READ a THIRD time this 21<sup>st</sup> day of December, 2020.

ADOPTED this day of , 2020.

\_\_\_\_\_  
MAYOR

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

**RDNO Building Permits Issued Comparison for Year/Month - Summary**

**Area:** CITY OF ENDERBY

**Category:** BUILDING PERMITS

**Year:** 2020 **Month:** 12

Folder Type	2020 / 12		2019 / 12		2020 to 12		2019 to 12	
	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	0	0	2	29,200	1	1,350
END - COMMERCIAL BUILDING	1	0	200,000	0	5	880,000	2	115,000
END - DEMOLITION	0	0	0	0	1	0	2	15,000
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
END - MODULAR HOME	0	0	0	0	1	423,000	0	0
END - MULTI FAMILY DWELLING	0	0	0	0	1	210,000	1	2
END - PLUMBING	0	0	0	0	0	0	1	0
END - SIGN	0	0	0	0	1	15,000	1	65,000
END - SINGLE FAMILY DWELLING	1	0	2,500	0	17	2,004,900	6	1,168,201
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
OLD PIMS PERMITS	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
<b>Report Totals</b>	<b>2</b>	<b>0</b>	<b>202,500</b>	<b>0</b>	<b>28</b>	<b>3,562,100</b>	<b>14</b>	<b>4</b>
								<b>1,664,551</b>

MEMO

To: Tate Bengtson, Chief Administrative Officer

From: Kurt Inglis, Planner and Deputy Corporate Officer

Date: January 4, 2021

Subject: Renewal of Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement Bylaw

---

**RECOMMENDATION**

THAT Council authorizes the renewal of the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement Bylaw.

**BACKGROUND**

In October 2003, the Province of British Columbia enacted the *Local Government Bylaw Notice Enforcement Act* whereby local governments may establish a bylaw dispute adjudication system, more simply known as an adjudication system, which replaces the Provincial Court as the venue for resolving disputes of minor municipal bylaw breaches. The two key components of an adjudication system are a simple “front-end” ticketing process whereby Bylaw Notices are issued, and a locally managed “back-end” venue for a non-judicial adjudicator to hear ticket disputes. The goal of this new adjudication model is to create a simple, fair, and cost-effective system for dealing with minor bylaw infractions. To meet this goal, the adjudication model:

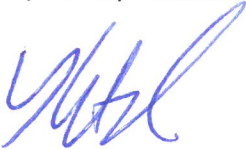
- eliminates the requirement for personal service;
- establishes a dedicated forum for resolving local bylaw enforcement disputes;
- uses a dispute resolution-based approach to obtain independently adjudicated decisions;
- avoids the unnecessary attendance of witnesses;
- avoids the need to hire legal counsel; and
- promotes the timely resolution of bylaw enforcement disputes.

In the fall of 2015, the City of Enderby adopted Bylaw Notice Enforcement Bylaw No. 1581, 2015 which enabled the City to enforce its local bylaws through bylaw notices, in conjunction with the *Southern Interior Bylaw Notice Dispute Adjudication Registry* which is one of the central locations for bylaw dispute adjudication in the province. Numerous other Okanagan municipalities and regional districts participate in this bylaw dispute adjudication system including Kelowna, West Kelowna, Penticton, Vernon, Coldstream, Lake Country, Summerland, Peachland, Oliver, Regional District of Central Okanagan, and the Regional District of Okanagan-Similkameen, with the costs of the system being distributed to each member municipality/regional district based on population.

The terms and provisions of the *Southern Interior Bylaw Notice Dispute Adjudication Registry* are framed within the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement Bylaw which is now being forwarded to all member municipalities/regional districts for renewal.

In 2020, the City spent \$147.83 to participate in the *Southern Interior Bylaw Notice Dispute Adjudication Registry*.

Respectfully Submitted,



---

Kurt Inglis  
Planner and Deputy Corporate Officer

**SOUTHERN INTERIOR BYLAW NOTICE DISPUTE ADJUDICATION  
REGISTRY AGREEMENT BYLAW**

This Agreement, dated 7<sup>th</sup> day of December, 2020

**BETWEEN:**

**CITY OF KELOWNA**, 1435 Water Street, Kelowna, British Columbia V1Y 1J4  
("Kelowna")

**AND:**

**CITY OF PENTICTON**, 171 Main Street, Penticton, British Columbia V2A 5A9  
("Penticton")

**AND:**

**CITY OF VERNON**, 3400 30th Street, Vernon, British Columbia V1T 5E6  
("Vernon")

**AND:**

**CITY OF WEST KELOWNA**, 2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6  
("West Kelowna")

**AND:**

**DISTRICT OF LAKE COUNTRY**, 10150 Bottom Wood Lake Road, Lake Country, British Columbia  
V4V 2M1  
("Lake Country")

**AND:**

**DISTRICT OF SUMMERLAND**, 13211 Henry Avenue, Summerland, British Columbia VoH 1Z0  
("Summerland")

**AND:**

**DISTRICT OF PEACHLAND**, 5806 Beach Avenue, Peachland, British Columbia VoH 1X7  
("Peachland")

**AND:**

**REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN**, 101 Martin Street, Penticton, British Columbia V2A  
5J9  
("RDOS")

**AND:**



**TOWN OF OLIVER**, 35016 97th Street, Oliver, British Columbia VoH 1To  
("Oliver")

**AND:**

**REGIONAL DISTRICT OF CENTRAL OKANAGAN**, 1450 KLO Road, Kelowna, British Columbia V1W 3Z4  
("RDCO")

**AND:**

**DISTRICT OF COLDSTREAM**, 9901 Kalamalka Road, Coldstream, British Columbia, V1B 1L6  
("Coldstream")

**AND:**

**CITY OF ENDERBY**, 619 Cliff Avenue, Enderby, British Columbia VoE 1Vo  
("Enderby")

**WHEREAS:**

- A. The *Local Government Bylaw Enforcement Act* permits local governments to create a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms;
- B. The Act also permits two or more local governments to enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system:
- C. Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby wish to:
  - a. share the costs and administration of such a system; and
  - b. enter such an agreement to establish such a system, to be called the Southern Interior Bylaw Notice Dispute Adjudication Registry, and to provide for the joint administration of the Registry.

**NOW THEREFORE in consideration of the mutual promises contained herein, the Parties agree as follows:**

## **PART I – INTRODUCTORY PROVISIONS**

### **Definitions**

1. In this Agreement, the following definitions apply:
  - a. "**Act**" means the Local Government Bylaw Notice Enforcement Act;
  - b. "**Adjudication**" the process where the disputant and the local government are provided opportunity to present evidence to the adjudicator who will decide whether he or she is satisfied that the contravention occurred as alleged;
  - c. "**Adjudication Fee**" means the sum of \$25.00 payable to each Party for each adjudication

scheduled to be conducted by the Registry;

d. **"Agreement"** means this Agreement;

e. **"Authorizing Bylaws"** means the bylaws adopted by the Councils/Boards of each the parties authorizing this Agreement;

f. **"By Law Enforcement Officer"** means a person in a class prescribed under section 273 (c) of the *Community Charter* who is designated by a local government as a bylaw enforcement officer;

g. **"Committee"** means the Southern Interior Bylaw Notice Dispute Adjudication Registry's Administrative Committee;

h. **"Contribution Adjustment Amount"** means, for each Party, the amount calculated in accordance with Section 22 herein in any year of the Term;

i. **"Contributing Parties"** means all of Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby, except Kelowna;

j. **"Parties"** means all of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby;

k. **"Party"** means any one of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby;

l. **"Registry"** means the Southern Interior Bylaw Notice Dispute Adjudication Registry established by this Agreement;

m. **"Revenues"** means any revenue actually received or estimated to be received, as the case may be, by the Registry, excluding Initial Contributions, Contribution Amounts, or Contribution Adjustment Amounts;

n. **"Terms"** means the term of this Agreement as set out herein;

### **Establishment of the Registry**

2. Subject to the Act and to the adoption of the Authorizing Bylaws, the Parties agree that the Registry is hereby established.

### **PART II – ADMINISTRATION**

3. The Parties agree to establish the Committee to implement and administer the Registry.

4. The Parties agree that authority of the Committee will include but not be limited to:

- a. preparing operational budgets; and

- b. setting policy as authorized under this Agreement and the Act.

## **Representation**

5. Each of the Parties will appoint one representative to serve on the Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

## **PART III – ADJUDICATION**

### **Screening Officers**

6. The Parties agree that screening of notices prior to proceeding to adjudication will be established as a function of each Party. Screening officers will be appointed by the individual Party administrative committee.

### **Bylaw Notice Dispute Adjudication Registry**

7. The Parties agree that a dispute adjudication system will be established as a function of the Registry, and that disputes will be heard by a bylaw notice dispute adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws.
8. The Parties agree that the Committee will select a roster of adjudicators who may hear and determine disputes from the provincial roster of adjudicators to be established by the Attorney General of the Province of British Columbia.
9. Adjudicators will be assigned to individual disputes in the manner prescribed by any applicable regulation and policy established by the Committee.

## **PART IV - OPERATIONS**

### **Location**

10. The location of the Registry will be the municipal offices of the City of Kelowna, 1435 Water Street, Kelowna, British Columbia V1Y 1J4.

### **Administrative Services**

11. Kelowna will provide and supervise all administrative services required by the Registry, subject to the following:
  - i. the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant municipality if not collected by the Registry immediately following the adjudication; and
  - ii. any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to 11.i and 11.ii will be credited to the relevant Party's Contribution Adjustment Amount.

## **Financial Reporting**

12. Kelowna will ensure that its Director of Financial Services or the designate will conduct and oversee the financial reporting and record keeping of the Registry based on normal procedure, subject to the requirements outlined herein.

## **PART V – FINANCIAL PLANNING**

### **Start-up Costs**

13. Each Party will be responsible for its own start-up costs.

### **Budget Year**

14. The budget year of the Registry is December 1<sup>st</sup> to November 30<sup>th</sup> of each year.

### **Operating Budget**

15. The Parties agree that, no later than September 30th of each year, the Committee will prepare a draft operating budget for the following budget year, setting out in detail the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including
  - a. the estimated operational expenditures for
    - i. office and administration including financial reporting and administrative services;
    - ii. Registry administration travel costs;
    - iii. bylaw dispute adjudicators; and
    - iv. other functions of the Registry;
  - b. the anticipated revenues (if any) of the Registry;
  - c. the difference between estimated revenues and operational expenditures for the Registry;  
and
  - d. the Contribution Amount required from each of the Parties.

### **Budget Submissions**

16. The Committee will prepare the operating budget in a manner satisfactory to, and in such detail as requested by, the Directors of Finance of each of the Parties, and submit the draft operating budget to the Directors of Finance of each of the Parties each year where required.

## **Budget Approval and Adjustments**

17. The Parties will consider and approve, or recommend amendments to, the Registry's operating budget.
18. The Parties agree that all recommendations by them for adjustments to the Registry's draft operating budget will
  - a. be reasonable and made in good faith; and
  - b. ensure that a reasonable level of service quality can be maintained by the Registry.

## **Use of Funds**

19. The Committee and Kelowna may make only those expenditures during the budget year for the purposes and up to the amounts authorized in the approved operating budget. The Registry (or the Committee or Kelowna on behalf of the Registry) will not incur any other indebtedness or liability, or make any further expenditure, except that:
  - a. Kelowna may make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$1,000 limit; and
  - b. the Committee may
    - i. make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$5,000 limit.
    - ii. re-allocate funds within categories of the operating budget as reasonably required; and
    - iii. make a further expenditure or contract a further indebtedness or liability without limitation if approved in advance by all Parties.

## **PART VI – COST ALLOCATION**

### **Funding Contributions and Adjustments**

20. The Parties agree that costs relating to legal counsel, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by Kelowna on behalf of the Registry.
21. Kelowna will, as soon following the end of a budget year as practical, invoice the parties for their respective Actual Expenditures Contribution where the proportion is calculated on the basis of each Party's population for the budget year in relation to the population of each of the other Parties except the calculation for RDOS and RDCO will exclude incorporated areas.
22. Each of the Contributing Parties will, within 30 days of receipt of its respective Contribution invoice, pay to Kelowna its respective Contribution Amount.

## **Maintenance of Records**

23. The Director of Financial Services of Kelowna will
  - a. exercise the duties and powers of the officer responsible for financial administration as provided in the Community Charter, in maintaining the financial records for the Registry on behalf of the Parties;
  - b. ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
  - c. provide, when possible, any additional financial systems that have been requested by the Committee;
  - d. direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the Community Charter.

## **Examination of Records**

24. The Director of Finance of any of the Contributing Parties may, acting reasonably with regard to minimizing the administrative burden on the Kelowna, and no more frequently than once in each year of the Term, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry. Kelowna will cooperate with any reasonable request by any of the Contributing Parties or the Contributing Parties' Director of Finance for access to financial records, user statistics and other information of the Registry.

## **PART VII – GENERAL PROVISIONS**

### **Insurance**

25. Kelowna will ensure that the Registry and its activities are covered under Kelowna's general liability policy and will provide copies of all relevant insurance policies and changes thereto to the Directors of Finance of the Contributing Parties upon request.

### **Amendments**

26. The Parties will, in good faith, negotiate any proposed amendment to this Agreement upon request of any Party, all amendments to be in writing and executed by the Parties.

### **Dispute Resolution**

27. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
  - a. first, to the Committee to resolve the dispute;

- b. second, if the Committee is unable to resolve the dispute within 60 days, to the Chief Administrative Officers of the Parties; and
- c. third, if the Chief Administrative Officers are unable to resolve the dispute within 60 days, to the Inspector of Municipalities, or at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination, and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.

**Term**

28. This Agreement comes into effect on January 1, 2021 and continues in effect until December 31, 2024. Any Party may withdraw from this Agreement upon six months' written notice to the other Parties.

IN WITNESS WHEREOF all Parties have executed this Agreement on the date first above written.

**THE CITY OF KELOWNA**

\_\_\_\_\_

(Mayor)

\_\_\_\_\_

(City Clerk)

**THE CITY OF VERNON**

\_\_\_\_\_

(Mayor)

\_\_\_\_\_

(City Clerk)

**THE DISTRICT OF SUMMERLAND**

\_\_\_\_\_

(Mayor)

\_\_\_\_\_

(City Clerk)

**THE CITY OF WEST KELOWNA**

\_\_\_\_\_

(Mayor)

\_\_\_\_\_

(City Clerk)

**THE CITY OF PENTICTON**

\_\_\_\_\_

(Mayor)

\_\_\_\_\_

(City Clerk)

**THE DISTRICT OF LAKE COUNTRY**

\_\_\_\_\_

(Mayor)

\_\_\_\_\_

(City Clerk)

**THE DISTRICT OF PEACHLAND**

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(City Clerk)

**THE REGIONAL DISTRICT OF OKANAGAN  
SIMILKAMEEEN**

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(City Clerk)

**THE TOWN OF OLIVER**

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(City Clerk)

**THE REGIONAL DISTRICT OF CENTRAL  
OKANAGAN**

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(City Clerk)

**THE DISTRICT OF COLDSTREAM**

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(City Clerk)

**THE CITY OF ENDERBY**

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(City Clerk)



THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: January 7, 2021
Subject: Updated Summary Form for City of Enderby Housing Needs Assessment Report

RECOMMENDATION

THAT Council receives the attached Summary Form for the City of Enderby Housing Needs Assessment Report and directs Staff to publish the updated version on the City of Enderby website.

BACKGROUND

Section 535 of the Local Government Act requires that local governments receive a Housing Needs Assessment Report for their jurisdiction no later than April 2022; the Act states that the Reports must contain the following information:

- Statistical information about current and projected population;
• Statistical information about household income;
• Information about significant economic sectors; and
• Information about currently available housing units and housing units that are anticipated to be available, including information about types of housing units;
• Any other prescribed information.


At its Regular Meeting of November 2, 2020, Council received the completed Housing Needs Assessment Report for Enderby, which was prepared by the Regional District of North Okanagan (RDNO).

RDNO Staff have determined that there was an error made in the Summary Form of the Housing Needs Assessment Reports for all member municipalities and electoral areas, as the tables which estimated the total number of dwelling units needed over a 5 year period incorrectly reflected the estimated 10 year number; RDNO Staff are now advancing an updated Summary Form which correctly reflects the estimated 5 year number. The updated numbers as compared to the previous, are as follows:

Table with 4 columns: Category, Current Number of Units, Original 5 Year Estimates on Anticipated Need, Updated 5 Year Estimates on Anticipated Need. Rows include 1 Bedroom, 2 Bedrooms, 3+ Bedrooms, and Total.

Staff are recommending that Council receives the attached updated Summary Form from the City of Enderby Housing Needs Assessment Report and directs Staff to publish the updated version on the City of Enderby website.

Respectfully Submitted,



---

Kurt Inglis  
Planner and Deputy Corporate Officer

## Housing Needs Reports – Summary Form

**MUNICIPALITY/ELECTORAL AREA/LOCAL TRUST AREA:** City of Enderby

**REGIONAL DISTRICT:** Regional District of North Okanagan

**DATE OF REPORT COMPLETION:** September 2020 (MONTH/YYYY)

### PART 1: KEY INDICATORS & INFORMATION

*Instructions: please complete the fields below with the most recent data, as available.*

<b>LOCATION</b>	<b>Neighbouring municipalities and electoral areas:</b>
	<u>Electoral Area F</u>
<b>LOCATION</b>	<b>Neighbouring First Nations:</b>
	<u>Splatsin, Okanagan Indian Band</u>

<b>POPULATION</b>	<b>Population:</b> 2,964		<b>Change since 2011 :</b>	0.2 %		
	<b>Projected population in 5 years:</b> 3,036 (2021), 3,109 (2026)		<b>Projected change:</b>	0.5% %		
	<b>Number of households:</b> 1,395		<b>Change since 2011 :</b>	1 %		
	<b>Projected number of households in 5 years:</b> 1,430		<b>Projected change:</b>	0.5% %		
	<b>Average household size:</b> 2.1					
	<b>Projected average household size in 5 years:</b> 2.3 (RDNO)					
	<b>Median age (local):</b> 53.3		<b>Median age (RD):</b> 49.5	<b>Median age (BC):</b> 40.3		
	<b>Projected median age in 5 years:</b> 48.3 (RDNO)					
	<b>Seniors 65+ (local):</b>	42 %	<b>Seniors 65+ (RD):</b>	32 %	<b>Seniors 65+ (BC):</b>	18.3 %
	<b>Projected seniors 65+ in 5 years:</b>			25.1 (RDNO) %		
	<b>Owner households:</b>		75 %	<b>Renter households:</b>		25 %
	<b>Renter households in subsidized housing:</b>				15 %	

<b>INCOME</b>	Median household income	Local	Regional District	BC
	All households	\$ 49,331	\$ 63,343	\$ 69,995
	Renter households	\$ 27,273	\$ 38,939	\$ 45,848
	Owner households	\$ 59,688	\$ 75,343	\$ 84,333

<b>ECONOMY</b>	<b>Participation rate:</b> 50.5 %	<b>Unemployment rate:</b> 9.6 %
	<b>Major local industries:</b> Manufacturing; Health care and social assistance; Construction; Retail trade; Accommodation and food services; Other services (except public administration)	

<b>HOUSING</b>	<b>Median assessed housing values:</b> \$ 275,755	<b>Median housing sale price:</b> \$ no data
	<b>Median monthly rent:</b> \$ 701	<b>Rental vacancy rate:</b> 1.0% %
	<b>Housing units - total:</b> 1,411	<b>Housing units – subsidized:</b> 99
	<b>Annual registered new homes - total:</b> 13	<b>Annual registered new homes - rental:</b> no data
	<b>Households below <i>affordability</i> standards (spending 30%+ of income on shelter):</b> 9%; 1 %	
	<b>Households below <i>adequacy</i> standards (in dwellings requiring major repairs):</b> 0 %	
	<b>Households below <i>suitability</i> standards (in overcrowded dwellings):</b> 0.6 %	

**Briefly summarize the following:**

**1. Housing policies in local official community plans and regional growth strategies (if applicable):**

The RGS acknowledges that a well-balanced community provides housing opportunities for people in all stages of life, different family types, a range of financial situations, and those with special needs. Relevant RGS policies include: H-1.1 through to H-1.13. Official Community Plan: Section 1.2; 3; 4 - Housing Policies; 8.2.d; 10 - Residential Lands; 11

**2. Any community consultation undertaken during development of the housing needs report:**

Community meeting with staff occurred on: May 7th, 2020; and stakeholder meeting on: May 26th, 2020

**3. Any consultation undertaken with persons, organizations and authorities (e.g. local governments, health authorities, and the provincial and federal governments and their agencies).**

The following groups were consulted: Okanagan College. Interior Health Authority, Urban Development Institute – Okanagan Chapter, Social Planning Council for the North Okanagan, Community Foundation of the North Okanagan, White Valley Community Resource Centre, Kindale Development Association, Canadian Mental Health Association - Vernon, Vernon Native Housing, Canadian Home Builders Association – Okanagan, Habitat for Humanity, Vernon and District Community Land Trust, Okanagan Mainline Real Estate Board

**4. Any consultation undertaken with First Nations:**

Direct consultation was undertaken with both OKIB and Splotsin to collect available administrative and planning data and to complete customized summaries for these two First Nations. Unfortunately, there was insufficient formal data to present conclusions at this time.

## PART 2: KEY FINDINGS

**Table 1: Estimated number of units needed, by type (# of bedrooms)**

	Currently	Anticipated (5 years)
<b>1 bedroom</b>	505	522
<b>2 bedrooms</b>	560	579
<b>3+ bedrooms</b>	320	331
<b>Total</b>	1,385	1,432

**Comments:**

We caution against applying sub-area allocations of growth because the distributions that exist in 2016 are not necessarily appropriate - growth will be driven by opportunity, land servicing as well as developer decisions to build. Moreover, estimated household projections cannot determine the mix in type of households nor their dwelling preferences. As such these estimates are, at best indicative, but not definitive.

**Table 2: Households in Core Housing Need**

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>	1,105	100	1,380	100	1,345	100
<b>Of which are in core housing need</b>	135	10.8%	130	9.4%	160	12.0%
Of which are owner households	60	7.0%	40	4.0%	50	4.9%
Of which are renter households	75	23.4%	90	23.1%	110	35.9%

**Comments:**

\*Statistics Canada rounds counts to the nearest 5, so in places with small counts, there can be some rounding errors. Only private, non-farm, non-reserve and owner- or renter-households with incomes greater than zero and shelter-cost-to-income ratios less than 100% are assessed for 'core housing need' (so the "totals" for core need are slightly lower than total households).

**Table 3: Households in Extreme Core Housing Need**

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>	1,105	100	1,380	100	1,345	100
<b>Of which are in extreme core housing need</b>	70	5.6%	90	6.5%	55	4.1%
Of which are owner households	40	4.3%	35	3.5%	20	2.0%
Of which are renter households	30	10.9%	55	12.8%	35	10.9%

**Comments:**

\*Statistics Canada rounds counts to the nearest 5, so in places with small counts, there can be some rounding errors. Only private, non-farm, non-reserve and owner- or renter-households with incomes greater than zero and shelter-cost-to-income ratios less than 100% are assessed for 'core housing need' (so the "totals" for core need are slightly lower than total households).

**Briefly summarize current and anticipated needs for each of the following:**

**1. Affordable housing:**

Enderby is a relatively affordable community in terms of housing. The average house value as reported in the Census (2016) was \$275,000, which is 25% below the RDNO median price. At the same time, rents in Enderby are also much lower than the RDNO average. The median renter household in Enderby can afford the lowest 15% of homes.

**2. Rental housing:**

There is a small shortfall of 75 units in low rent availability (i.e. rents under \$500 / month), but there is a plentiful stock in the next rent band (\$500-\$750 / month). As a result, many low-income households live in the next two rent bands (\$500-750 / month and \$750-1,000 / month) and spend more than 30% of their income on rent.

**3. Special needs housing:**

Enderby has a 33 unit seniors supported housing facility and approximately 99 households receive provincial rental assistance. The city does not have many of the social services that are required to accommodate those seeking non-market housing and therefore the special needs housing has been geared towards seniors ability to age in place.

**4. Housing for seniors:**

As residents continue to age and their housing needs transition, there is a need for alternative housing options which allow seniors to downsize, while there will be a need for additional seniors housing in order for the supply of these units to keep up with anticipated demand.

**5. Housing for families:**

There has been a recent influx of young families moving to the community, as indicated by the School District's long-term projections for facilities. Enderby's relative housing affordability also makes the community an attractive location, particularly for young families looking to get into the housing market.

**6. Shelters for people experiencing homelessness and housing for people at risk of homelessness:**

Housing for those experiencing or at risk for homelessness within the RDNO exists largely in the City of Vernon. Facilities include: emergency shelters (86), facilities that target victims of family violence (25 beds), seniors, adults with mental health challenges (30 units), urban native families (38 units), and Housing First rent supplements (69).

**7. Any other population groups with specific housing needs identified in the report:**

The City is in the process of unlocking its undeveloped industrial lands to the north, and as additional industrial development takes place in this area, it is anticipated that it will result in an increase in demand for housing as additional workers relocate to the community.

**Were there any other key issues identified through the process of developing your housing needs report?**

There is a demand for single-detached housing but there is a limited supply of vacant lots to accommodate these developments without further subdivision.



**AGENDA**

File No. 0110.05 (2020)  
OFFICE OF THE MAYOR

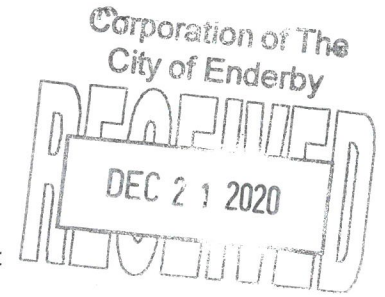
December 16, 2020

Premier John Horgan  
Box 9041, STN PROV GOVT  
Victoria, BC V8W 9E1

Selina Robinson, Minister of Finance  
Email: [Fin.Minister@gov.bc.ca](mailto:Fin.Minister@gov.bc.ca)

Adrian Dix, Minister of Health  
P.O. Box 9050, STN PROV GOVT  
Victoria, BC V8W 9E1

Katherine Conroy, MLA Kootenay West  
Email: [katrine.conroy.mla@leg.bc.ca](mailto:katrine.conroy.mla@leg.bc.ca)



**Re: Letter of Support for The Corporation of The City of Vernon**

---

The City of Rossland Council, at their Regular meeting held on Monday December 14, 2020, passed the following resolution:

*"WHEREAS cost is a significant barrier to people accessing contraception, particularly to people with low incomes, youth, and people from marginalized communities; and*

*WHEREAS providing free prescription contraception has been shown to improve health outcomes for parents and infants by reducing the risks associated with unintended pregnancy, and is likely to reduce direct medical costs on the provincial health system; and*

*WHEREAS contraceptive methods such as condoms or vasectomies are available at low cost, no cost, or are covered by BC's Medical Services Plan, whereas all contraceptive methods for people with uteruses (such as birth control pills, intrauterine devices, or hormone injections) have high up-front costs, making access to contraception unequal and gendered;*

**THEREFORE, BE IT RESOLVED**

*THAT the City of Rossland write to the Provincial Minister of Finance, the Provincial Minister of Health, the Premier of BC, and the local MLA supporting universal no-cost access to all prescription contraception available in BC under the Medical Services Plan; and*

*THAT this letter be forwarded to all BC municipalities asking to write their support as well*

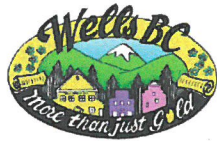
**CARRIED."**

Thank you for your consideration.

Best Regards,

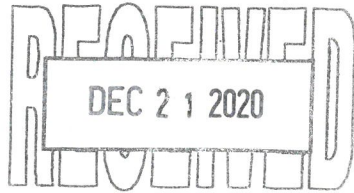
Kathy Moore,  
Mayor

Phone 250 362 7396  
Email [cityhall@rossland.ca](mailto:cityhall@rossland.ca) Web [rossland.ca](http://rossland.ca)  
2196 Leroi Avenue, PO Box 1179, Rossland, BC V0G 1Y0, Canada



District of 100 Mile House

Corporation of The City of Enderby



AGENDA 400-30

December 18, 2020

VIA EMAIL: [commission.secretary@bcuc.com](mailto:commission.secretary@bcuc.com)

BC Utilities Commission  
Suite 410, 900 Howe Street  
Vancouver, BC V6Z 2N3

Dear Commission Members:

Re: BC Hydro Streetlighting Rate Increase / Termination of Private Light Systems

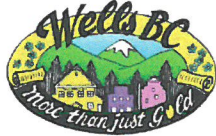
We are writing to express our strong objection to BC Hydro's proposal to increase streetlighting rates for its LED Streetlight Program and terminate its Private Light System.

Although the move to LED lights is supported for its environmental benefits, we do not support local governments being charged for the disposal of the existing lights and associated depreciation costs; those costs must be borne by BC Hydro. In addition, the elimination of the Private Light System that has been in existence for years will have a detrimental effect on our rural residents, as it will open isolated areas to more theft, vandalism or other crime. The BC Cattlemen's Association has serious objections to the elimination of this system, and we share those concerns.

.../2

building communities together





-2-

Please weigh our concerns heavily when evaluating BC Hydro’s proposals; the impacts will be far-reaching and are unfair if permitted to go through as proposed. Thank you for your consideration.

Yours truly,

Chair Margo Wagner  
Cariboo Regional District

Yours truly,

Mayor Gabe Fourchalk  
District of Wells

Mayor Bob Simpson  
City of Quesnel

Mayor Walt Cobb  
City of Williams Lake

Mayor Mitch Campsall  
District of 100 Mile House

- c: Minister of Energy, Mines and Low Carbon Innovation
- Lorne Doerkson, MLA, Cariboo-Chilcotin
- Coralee Oakes, MLA, Cariboo North
- All UBCM Member Local Governments

*building communities together*



December 18, 2020

AGENDA

All UBCM Members  
via email

Dear Colleagues:

**Re: Overdose Crisis and Call for Overdose Action Plan**

At the December 15, 2020, Regular Council meeting, Council passed the following resolution:

*WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death about every two hours on average and a death toll of over 16,360 since 2016 (January 2016 to March 2020);*

*AND WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use;*

*AND WHEREAS the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;*

*AND WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;*

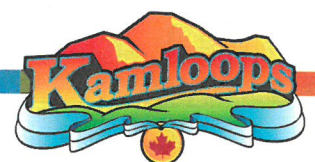
*AND WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests "decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use", causing the Federal Health Minister to indicate the government is now "deliberating" over decriminalization;*

*AND WHEREAS the overdose crisis rages, showing few signs of abating;*

*THEREFORE BE IT RESOLVED that Council:*

- a) *request that the Government of Canada:*

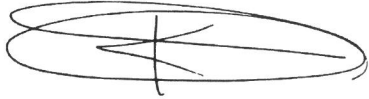
  - i) *declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately*
  - ii) *immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use*



- b) *forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis*

On behalf of Council, thank you for your consideration in this regard.

Yours truly,

A handwritten signature in black ink, consisting of a large, loopy 'K' and 'C' that are connected, with a vertical line through the middle. The signature is enclosed in a hand-drawn oval.

Ken Christian, Mayor  
City of Kamloops

/cg

attachment

## CITY OF KAMLOOPS

RESOLUTION FROM THE MINUTES OF A REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE CITY OF KAMLOOPS, HELD IN THE VALLEY FIRST LOUNGE, SANDMAN CENTRE, 300 LORNE STREET, KAMLOOPS, BC

---

RESOLVED:

That Council:

- a) request that the Government of Canada:
  - i) declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately
  - ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use
- b) forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis

CARRIED.

---

I HEREBY CERTIFY that this is a true copy of a resolution from the minutes of a meeting of the Kamloops City Council held on the 15th day of December, 2020.

Dated at Kamloops, BC, this 18th day of December, 2020.



---

M. Mazzotta  
Corporate Officer



CITY OF NELSON

AGENDA

January 8, 2021

Honourable Adrian Dix  
Minister of Health  
Government of British Columbia

*Delivered via email*

**Re: Vaccination Priority for Essential Critical Infrastructure Municipal Employees**

Dear Minister Dix,

In early December, the BC government announced they secured a minimal number of initial doses of the COVID-19 vaccine to distribute to those populations identified as the most vulnerable. In the following weeks, the government released a phased approach to administering the vaccine and listed the populations included in each phase. While the City of Nelson acknowledges the extraordinary amount of work the Province has put into developing the distribution process, we would like to request a review of the vaccine distribution priority lists to include essential critical infrastructure employees.

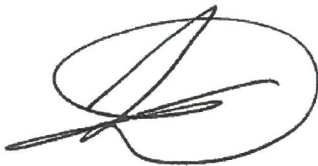
The Province's website outlines the specific groups that will be first and second priority for receiving the vaccine; the list does not include essential service providers such as water, IT, energy and utility workers. This does not appear to align with the recommendations from the *National Advisory Committee on Immunization* upon which the Province has developed its priorities for the first and second phase of vaccinations. The Committee has indicated municipal workers identified as 'essential' should be prioritized to maintain reliable operation of critical infrastructure services and functions.

With COVID-19 cases circulating in rural communities, the risk of an outbreak causing the loss of key personnel trained to manage essential service delivery could exacerbate the current public health emergency. This would have a much larger impact in smaller communities, such as ours, as resources and appropriately trained personnel replacements are more challenging to access than in larger centers. For example, the City of Nelson has five linemen that maintain our electrical distribution & transmission system that serves over 10,000 customers.

.../2

The City recognizes the number of vaccine doses and how they will be distributed throughout BC is a fragile and fluid process. We hope this request can be reviewed and addressed in time to include essential municipal critical infrastructure employees in the second priority group of the COVID-19 vaccine roll-out.

We appreciate your timely consideration of this matter.

A handwritten signature in black ink, appearing to be 'John Dooley', enclosed within a hand-drawn oval shape.

John Dooley  
Mayor, City of Nelson

Cc: Premier John Horgan, Office of the Premier  
Hon. Josie Osborne, Minister of Municipal Affairs  
Brittney Anderson, MLA, Nelson-Creston  
Nelson City Council  
Union of BC Municipalities (UBCM)  
Association of Kootenay Boundary Local Governments (AKBLG)  
British Columbia Local Governments