

**REGULAR MEETING OF COUNCIL  
AGENDA**

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**DATE:** February 16, 2021  
**TIME:** 4:30 p.m.  
**LOCATION:** Enderby City Hall

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*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 February 1, 2020 Page 1
- 2.2. Public Hearing Report for February 1, 2021 (222 Salmon Arm Drive) Page 8
- Public Hearing Report for February 1, 2021 (612 Cliff Avenue) Page 11

**3. PETITIONS AND DELEGATIONS**

- 3.1. Mimi and Fernando Fei: 308 George Street Housing Development Page 14

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

**5. REPORTS**

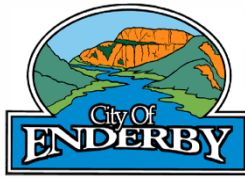
- 5.1. Mayor and Council Reports Verbal
- 5.2. RDNO Building Permit Report for January 2021 Page 26

**6. NEW BUSINESS**

- 6.1. Knight Avenue Reconstruction from George to Belvedere – Proposed Extra Work Page 27  
Memo prepared by Chief Administrative Officer dated February 11, 2021
- 6.2. Street Light Replacement Project Page 42  
Memo prepared by Chief Administrative Officer dated February 8, 2021
- 6.3. Appointment of Mark Tanner as Deputy Approving Officer Page 58  
Memo prepared by Planner and Deputy Corporate Officer dated February 3, 2021
- 6.4. Implementation of Contaminated Sites Regulation Page 60  
Memo prepared by Planner and Deputy Corporate Officer dated February 5, 2021
- 6.5. Limiting Residential Floor Space on Ground Floor of Commercial Zones Page 70  
Memo prepared by Planner and Deputy Corporate Officer dated February 10, 2021
- 6.6. Regional Growth Strategy Boundary Review - Comments on Draft Recommendations Page 72  
Memo prepared by Planner and Deputy Corporate Officer dated February 8, 2021
- 6.7. Timing of City of Enderby Housing Strategy Planning Process Page 74  
Memo prepared by Planner and Deputy Corporate Officer dated February 10, 2021
- 6.8. Policy: Decisions on Delegation Requests Page 83
- 6.9. EDAC: The Annual Contribution to EDAC from the City of Enderby Page 84  
Correspondence dated January 128, 2021
- 6.10. City of Vernon: Goose Management Page 90  
Correspondence dated January 29, 2021
- 6.11. Bargain Bin 2021 Board of Directors Page 94  
Correspondence dated January 28, 2021

**7. PUBLIC QUESTION PERIOD**

**8. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held via videoconference on Monday, February 1, 2021 at 4:30 p.m. in Council Chambers.

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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

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### **APPROVAL OF AGENDA**

Moved by Councillor Case, seconded by Councillor Baird  
*“THAT the February 1, 2021 Council Meeting agenda be approved as circulated.”*

CARRIED

### **ADOPTION OF MINUTES**

#### Amended Meeting Minutes of December 21, 2020

Moved by Councillor Shishido, seconded by Councillor Baird  
*“THAT adoption of the amended December 21, 2020 Council Meeting minutes be adopted as circulated.”*

CARRIED

#### Meeting Minutes of January 18, 2021

Moved by Councillor Shishido, seconded by Councillor Baird  
*“THAT adoption of the January 18, 2021 Council Meeting minutes be adopted as circulated.”*

CARRIED

### **PETITIONS AND DELEGATIONS**

#### Amanda Wilms, Deputy Assessor: BC Assessment

Amanda Wilms gave a presentation on the Overview of Property Assessment & Assessment Roll 2021 for Enderby. Topics included in the presentation were:

- 1) About BC Assessment
- 2) Valuation

- 3) Classification
- 4) Assessment cycle & key dates
- 5) Relationship between assessment & taxes
- 6) 2021 assessment roll overview
- 7) Appeals process
- 8) Collaborating with BC Assessment

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

None

**PUBLIC HEARINGS**

*Councillor Baird and Councillor Case declared a conflict of interest and left the meeting (4:52 p.m.)*

0010-20-ZTA-END (Shipmaker)

Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021

The regular meeting gave way to the public hearing at 4:52 p.m.

The regular meeting re-convened at 5:50 p.m.

*Councillor Baird and Councillor Case entered the meeting (5:51 p.m.)*

0010-20-ZTA-END (Forbes)

Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021

The regular meeting gave way to the public hearing at 4:52 p.m.

The regular meeting re-convened at 6:33 p.m.

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

None

**DEVELOPMENT MATTERS**

*Councillor Baird and Councillor Case declared a conflict of interest and left the meeting (6:33 p.m.)*

0010-20-OR-END (Shipmaker)

Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021

– 3rd reading and adoption

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.

Moved by Councillor Schreiner, seconded by Councillor Knust  
*THAT Council receives and files the attached Staff Report dated January 6, 2021;*

*AND THAT upon consideration of input at the Public Hearing, 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 Third Reading and Adoption;*

*AND THAT upon consideration of input at the Public Hearing, 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 Third Reading and Adoption; AND FURTHER THAT should Council give Third Reading and Adoption to Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021, such Adoption shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.*

DEFEATED  
 All Opposed

Councillor Shishido noted that the majority of the neighbourhood seems to be opposed to this application and that Council's should consider the input gathered through the public hearing process. All of Council was in agreement that the neighbourhood was opposed to this application.

Council discussed the road easement through 222 Salmon Arm Drive. The Chief Administrative Officer provided some background on the potential future Gunter-Ellison Road realignment. This is dedicated for road realignment. Council could consider doing a review, but whether it was funded by the developer or the City would need to be determined based on the scope of the study and what was driving it. Removing a future road dedication is not a small process and long-range planning requirements need to be evaluated. He noted that the proposal would, at most, result in a net two increase to the neighbourhood density, which is not a significant traffic impact. He mentioned that, in the future, when Gunter-Ellison was realigned, the traffic from this development and elsewhere along Preston West would likely access Salmon Arm Drive by Gunter-Ellison rather than via Preston Crescent.

Councillor Davyduke noted that traffic is a large concern for everyone. Council needs to be agile with changes to the community as many things have changed since the last Official Community Plan was adopted. Restrictive covenants could be placed on a property to cap land uses.

Discussion on access off of Salmon Arm Drive and the developer's options for moving forward if they chose to submit an alternate plan.

*Councillor Baird and Councillor Case entered the meeting (7:18 p.m.)*

0010-20-ZTA-END (Forbes)

Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021

– 3rd reading and adoption

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

Moved by Councillor Schreiner, seconded by Councillor Case

*“THAT Council receives and files the attached Staff Report dated January 12, 2021;*

*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 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; and*
- ii. Include a provision in the Bylaw which states that the maximum permitted gross density for the aforementioned property is increased only in cases where all residential dwelling units are contained entirely above the ground floor.*

*AND THAT the amended City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 which proposes 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 Third Reading and Adoption 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.*
- 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; and*

3. *The property owner consenting to the amendment to City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021 which reduces the proposed density for the subject property, no later than July 1, 2021.*

*AND FURTHER THAT should Council give Third Reading and Adoption to the amended City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021, and the aforementioned conditions are satisfied, such Adoption shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.”*

CARRIED

Council discussed financial lending structures for commercial versus residential buildings, long term community planning, trends and small town opportunities, including future commercial lands as a result of the Highway 97A alignment and how the future rail-trail could impact the need for more commercial space. Commercial space is at a premium in the downtown core and although Council supports mixed use development, it needs to be done in a way that supports the broader context.

## **REPORTS**

### **Mayor and Council Reports**

Previously reported in Committee of the Whole.

#### **4<sup>th</sup> Quarter 2020 Policing Report**

Moved by Councillor Shishido, seconded by Councillor Case

*“THAT Council receives and files the 4<sup>th</sup> Quarter 2020 Policing Report.”*

CARRIED

## **NEW BUSINESS**

### **Adoption of Strategic Plan 2020-22 Update 2021**

Moved by Councillor Case, seconded by Councillor Shishido

*“THAT Council adopts Update 2021 to the City of Enderby Strategic Plan 2020-22;*

*AND THAT Council directs Staff to post Update 2021 to the City of Enderby Strategic Plan 2020-22 to the City's website.”*

CARRIED

Hubert Avenue Options for South Walkway and Boulevard Surfacing

Moved by Councillor Baird, seconded by Councillor Davyduke

*“THAT Council selects South Walkway Option B and Boulevard Surfacing Option 4 for Hubert Avenue.”*

CARRIED

Notice of Motion (Councillor Shishido) Consideration of Delegation Requests

Moved by Councillor Case, seconded by Councillor Baird

*“THAT Council directs Staff to draft an interim policy to postpone the consideration of requests from a delegation until the following meeting;*

*AND THAT Council directs Staff to prepare an amendment to the City of Enderby Council Procedure Bylaw to postpone the consideration of requests arising from a delegation until the following meeting, as part of a broader bylaw review.”*

CARRIED

COVID-19 Safe Restart Grant - Fortune Parks

Moved by Councillor Baird, seconded by Councillor Case

*“THAT Council approves the use of funds from its COVID-19 Safe Restart Grant for the City of Enderby’s portion of the eligible items related to Fortune Parks for 2020, proportionate to the amount of funding received from the Regional District of North Okanagan.”*

CARRIED

Disclosure of Contracts - Council

Moved by Councillor Knust, seconded by Councillor Shishido

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

CARRIED

BC Hydro/Tree Canada Community Tree Planting Program

Moved by Councillor Knust, seconded by Councillor Baird

*“THAT Council authorizes Staff to submit a grant application under the BC Hydro/Tree Canada Community Tree Planting Program for the planting of trees at the Riverside RV Park and Campground.”*

CARRIED

Bylaw Enforcement Statistics for Third Period of 2020 (September - December)

Moved by Councillor Shishido, seconded by Councillor Davyduke

*“THAT Council receives and files the Bylaw Enforcement Statistics for Third Period of 2020 (September – December).”*

CARRIED



Thompson Region Hospital District MLA's Re: Kamloops Cancer Care Center

Moved by Councillor Baird, seconded by Councillor Shishido

*"THAT Council directs Staff to send a letter to Premier Horgan expressing the City of Enderby's support for a Cancer Care Centre in Kamloops."*

CARRIED

Enderby & District Senior Citizens Complex Re: Thank You

Moved by Councillor Baird, seconded by Councillor Knust

*"THAT Council send a thank you card to the Enderby and District Senior Citizens Complex."*

CARRIED

**PUBLIC QUESTION PERIOD**

None

**CLOSED MEETING RESOLUTION**

Moved by Councillor Schreiner, seconded by Councillor Baird (7:56 p.m.)

*"That, pursuant to Section 92 of the Community Charter, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (e) and (k) and 90 (2) (b) of the Community Charter."*

CARRIED

**ADJOURNMENT**

Moved by Councillor Davyduke, seconded by Councillor Knust

*"That the regular meeting of February 1, 2021 adjourn at 8:11 p.m."*

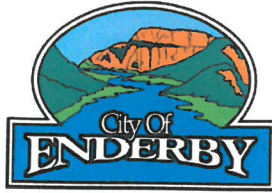
CARRIED

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**MAYOR**

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**CORPORATE OFFICER**



## THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held via videoconference on February 1, 2021 at 4:52 p.m. in the Council Chambers of City Hall.

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

Chief Administrative Officer – Tate Bengtson  
Chief Financial Officer – Jennifer Bellamy  
Planner and Deputy Corporate Officer – Kurt Inglis  
Clerk Secretary – Laurel Grimm  
The Press and Public

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

Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021

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.

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. Edward Grandel: 22 Preston Drive West, Enderby BC
2. Dennis Case: 92 Woodstock Road, Penticton BC (Applicant)
3. Mitchel Warren: 53 Preston Crescent, Enderby BC
4. Karla Schubert: 13 Preston Drive West, Enderby BC
5. Wayne Webb: 55 Preston Crescent, Enderby BC

**Edward Grandel: 22 Preston Drive West, Enderby BC**

- Concerns about increased traffic.
- Does not want to see this area change from single family residential.

- Would like to see access off Salmon Arm Drive rather than via Preston West-Preston Crescent.

**Mitchell Warne: 53 Preston Crescent, Enderby, BC**

- Also provided a written submission.
- Is not in support of the application due to concerns about increased traffic, limited sidewalks, drainage, and soil erosion.

**Wayne Webb: 55 Preston Crescent, Enderby BC**

- Is not in support of the application due to concerns regarding the creek fronting this property. Does not want to see renters in this location.

**Karla Schubert: 13 Preston Drive West, Enderby BC**

- Is not in support of the application due to concerns with traffic. Noted this is a family-oriented neighbourhood. Would like to see access off Salmon arm Drive. Concerns with on-street parking by residents or guests at the end of the cul-de-sac.

The Chief Administrative Officer presented Council with the written petition against the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021.

The Planner and Deputy Corporate Officer read out the written submissions.

WRITTEN SUBMISSIONS:

**Sherri and Edward Grandel: 22 Preston West Drive, Enderby BC**

- Is not in support of the application due to concerns about increased traffic. Would like to see access off of Salmon Arm Drive.
- Does not want to see this “single-family” residential neighbourhood turn into a “multi-family” residential neighbourhood.

**Debbie and Amber Lazar: 27 Preston Dr West, Enderby BC**

- Are not in support of the application as they want it to stay single-family residential.

**Mitchell and Jacey Warne: 53 Preston Crescent, Enderby BC**

- Are not in support of the application as they would like to see this remain a single family dwelling residential area, concerns with traffic, safety, impacts to watercourse, flood risks, rerouting of utilities, site construction and other soils deposited on the property.
- The proposed rezoning risks a reduction in desirability, property value, safety, parking, tax revenue and increased environmental degradation.

**Holly and Doug Brown: 37 Preston Crescent, Enderby BC**

- Concerns regarding the application due to access off of Preston Crescent and Preston West Drive. Would detract from the surrounding neighbourhood. Does not want to see an increase in traffic. Would like to see this neighbourhood stay as single-family residential.

**Dennis Case: 92 Woodstock Road, Penticton BC (Applicant)**

- Is seeking a Zoning Amendment to fully utilize the space of the remainder lot.
- Intention is to build something that suits the form and character of the neighbourhood.

- Meet smart growth principles by allowing for building to a reasonable density in a space such as this.
- Because of right-of-way for Gunter-Ellison realignment, we are unable to develop normal residential lots in this area. Best use of this space would be a small multi-family development.

Mayor McCune opened the floor to Council for questions.

Mayor McCune asked if the easement was registered by the City. The Planner and Deputy Corporate Officer informed Council that this easement was dedicated for a road re-alignment of Gunter-Ellison Road and that there is a covenant registered on the properties in this neighbourhood, including 222 Salmon Arm Drive, that restricts the land use to enable this road realignment.

Councillor Knust stated that most residents seem to be concerned about traffic and noted that traffic could potentially be the same as it would be with a single family dwelling with a suite. She also disagreed with stigmatizing renters.

Councillor Shishido stated that the petition was not in favour of the rezoning application and it appeared to be signed by the majority of the neighbourhood. This muti-family dwelling unit could change the context of the single-family dwelling neighbourhood. He noted that when the developer purchased the property, he was aware of the current zoning.

Councillor Davyduke said that it was good to hear the input from the developer and residents in the surrounding area. The biggest concerns seem to be traffic. Great points have been brought forward at this public hearing to consider.

Mayor McCune commended the developers on the creation and almost completion of this subdivision. Enderby needs housing and this is a beautiful subdivision in our community. He noted that the Gunter-Ellison Road easement was identified during preliminary highway realignment discussions decades ago, which may no longer be relevant. He would like to see that explored so that an access could be established off of Salmon Arm Drive.

The Chief Administrative Officer stated that there appeared to be a variety of reasons why this realignment was included in the City's long-range planning, and it would require a deeper review of the files and likely a long-range planning study to determine if this realignment was still necessary; this would require a review by a traffic engineer and substantial time to complete.

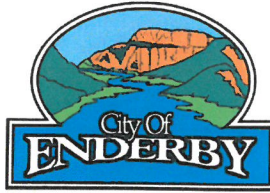
Councillor Schreiner stated that he was excited when this proposal first came forward as we are in need of housing in Enderby, but he heard the neighbourhood concerns. He would like to find a compromise between both parties.

Mayor McCune made his closing statement and declared the Public Hearing closed at 5:50 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 February 1, 2021.

  
Signature

2/1/21  
Date



## THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held via videoconference on February 1, 2021 at 5:52 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  
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The Press and Public

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

0010-20-ZTA-END (Forbes)

Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1718, 2021

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

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. Judy Dangel: 608 Cliff Avenue, Enderby BC
2. Shelley Verlaan: 1516 Mabel Lake Road and 11-611 Cliff Avenue, Enderby BC

The Planner and Deputy Corporate Officer read out the written submissions.

WRITTEN SUBMISSIONS:

**Shelley Verlaan: 1516 Mabel Lake Road and 611 Cliff Avenue, Enderby BC**

- Is in support of residential units on the second floor of commercial buildings but does not want to see residential on the main street level. This would reduce commercial activity which ultimately reduces commercial activity in the downtown core.
- Maintaining core commercial property should be of primary interest and concern for City Council.

**Robert and Joan Cowan: 614 Cliff Avenue, Enderby BC**

- Pleased that developers want to invest in Enderby but concerned with loss of commercial space in the downtown core. Would like to see first floor remain commercial.
- Concerned with parking for the proposed 7 apartments.
- Keep first floor retail commercial and limit the upstairs to two apartments.

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

- Is against the rezoning application due to concerns around parking, snow removal, and in the interest of retaining commercial space in the downtown core.

**Karen Tyrrell: 614 Cliff Avenue, Enderby BC**

- Would like to see council preserve and add to our commercial downtown space in order to maintain and encourage local shopping opportunities, encourage growth and retention of younger families to the area.
- Would like to see the first floor stay commercial.
- Is against the current application because of parking concerns, loitering and esthetic issues. More suitable locations for apartment buildings.
- In support of a maximum of two upper residential suites and commercial on the main floor.

**Tanja Tulak: 121 West Enderby Road, Enderby BC**

- Is against the application due to limited available commercial space.

Mayor McCune invited the public to make comment.

**Judy Dangel: 608 Cliff Avenue, Enderby BC**

- The building located at 612 Cliff Avenue is in dire need of repair.
- There is limited commercial space in the downtown core.
- Would like to see the first floor remain commercial.
- Want suites to be large enough to attract desirable tenants.
- Would like to see a maximum of three suites located in the building.

**Shelley Verlaan: 1516 Mabel Lake Road and 611 Cliff Avenue, Enderby BC**

- Would like to see the building updated to an economically viable situation. Residential on the second floor is viable and common. Tenants should not be permitted to park on Cliff Avenue and the units need to be large enough to attract desirable tenants.

**Michael Forbes: 612 Cliff Avenue, Enderby BC (Applicant)**

- Thank you for reviewing my application.
- Understand the concerns around parking, however, in his experience this is not an issue as tenants are gone during the day while retail parking spaces are required. Many will rely upon transit. The proposal is to have commercial space in the front as the rear portion of the building is not viable for retail space.
- The applicant has had the building listed for two (2) years with no interested parties.

- The application is not financially viable without the seven (7) suites. The applicant noted difficulties financing commercial space.

Mayor McCune opened the floor to Council for questions.

Councillor Case noted that increasing residential space on the main floor of commercial buildings sets a precedent for other locations. Council should be open to speaking with other business owners in the area to help clean up the laneways to make them more esthetically appealing, in order to enhance the viability of commercial uses across the entire ground floor level. Some businesses on Cliff Avenue have done an excellent job of beautifying the back of their buildings that access onto the laneways.


Councillor Shishido stated that he has spoken with a number of other downtown business owners prior to this hearing, and it appears that most business owners want the commercial space to remain as it is important for the viability of all of the other businesses. Making this building presentable would be the first step in making it marketable. Enderby is growing and once you take away commercial space it will be a lot harder to re-instate it. We want a vibrant commercial district where you can shop locally.

Councillor Knust asked if the applicant will still move forward should he not receive approval for the seven residential units. Michael Forbes stated that he would not proceed as the financial numbers would not be conducive for the development with a density lower than the 7 units that he is proposing. The City of Enderby zoning bylaw limits how many storeys he can build, and the permitted uses as proposed currently or under the staff recommendation are not viable for financing.

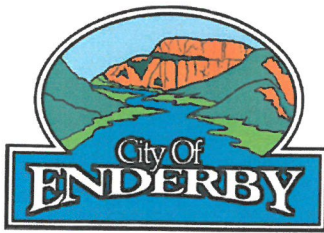
The Planner and Deputy Corporate Officer informed Council that commercial zoning allows for a maximum of three (3) storeys and the maximum number of dwelling units, without a zoning text amendment, is two (2).

Mayor McCune made his closing statement and declared the Public Hearing closed at 6:33 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 February 1, 2021.

  
\_\_\_\_\_  
Signature

2/12/21  
Date



REQUEST TO APPEAR AS A DELEGATION

On 08/02/2021  
Day Month Year

Date of Request February 16, 2021

Name of Person Making Request Mimi and Fernando

Name and Title of Presenter(s) Owners of 308 George Street, Enderby

Contact Information 236-518-9479

Details of Presentation Re-development of the triplex to a 7-unit modular building. The intent of the project is to create affordable housing to those in need.

Desired Action from Council (check all that apply)

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

Please describe desired action in detail seek council support for the project prior to our formal development permit application and provide a letter of support.

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



# 308 George Street Triplex Re-Development



# About us

- We are a family of 5 and we love the Okanagan!
- Mimi: Residential Builder
- Fernando: Building/engineering technologist. Experience in land Development and asset management.



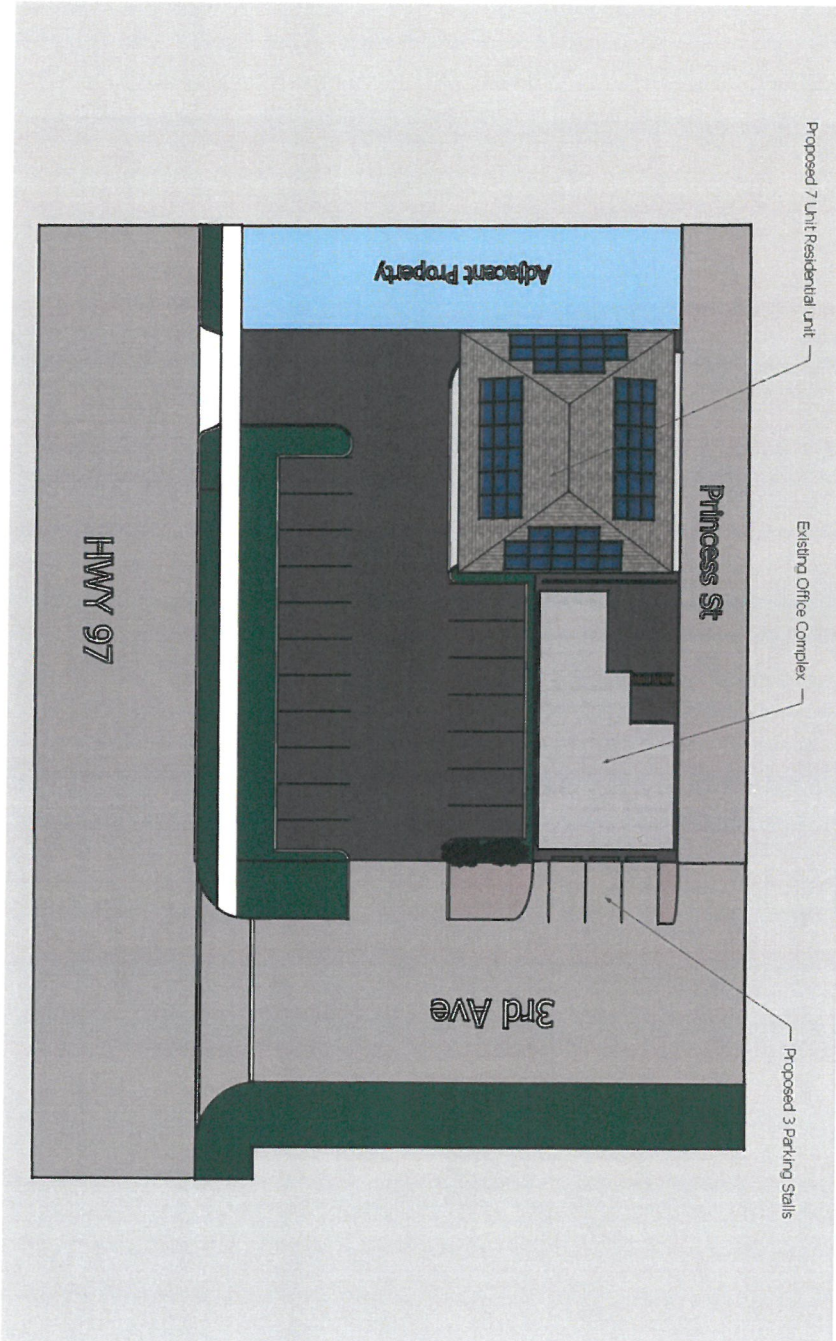
# Why are we doing this?

- Affordable housing is needed in Enderby
- Splatsin inquired on vacancy of the current triplex
- Current tenants have limited housing options

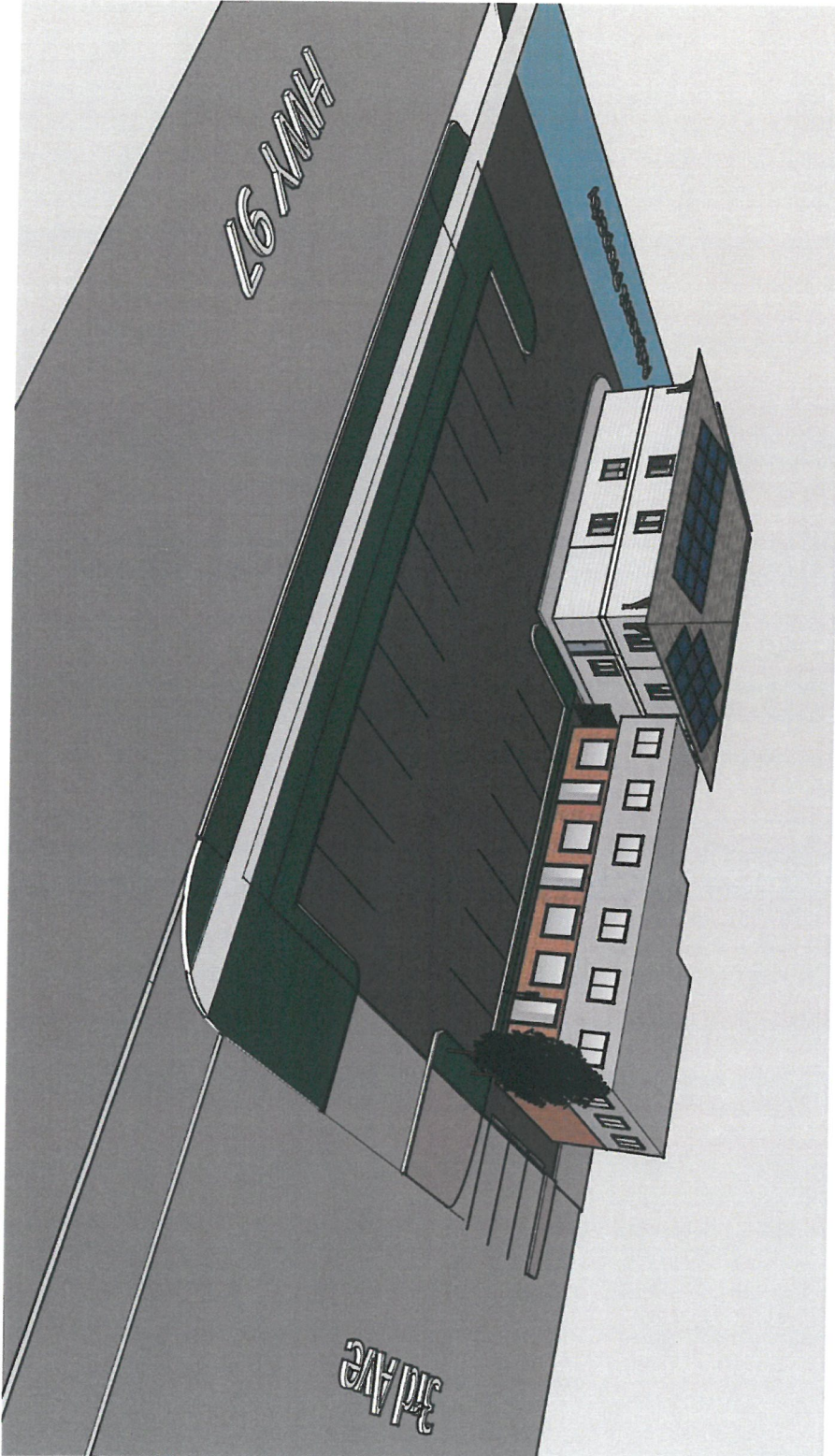
# About the project

- Demolish the old triplex (keeping the office complex) and build 7 units
- Modular construction to reduce disruption (certified to CSA A277 standards)
- Self-containing units
- 4 one-bedroom units on the main floor (for seniors, accessibility, etc)
- 3 two-bedrooms on the second floor (for families with children, etc)
- Purpose: encourage independent living
- Renewable clean energy (solar panels for heating, cooking, etc)
- At least 50%, if not all units will be below market rent. (May vary depending on the construction cost, financing cost, interest rates, etc)

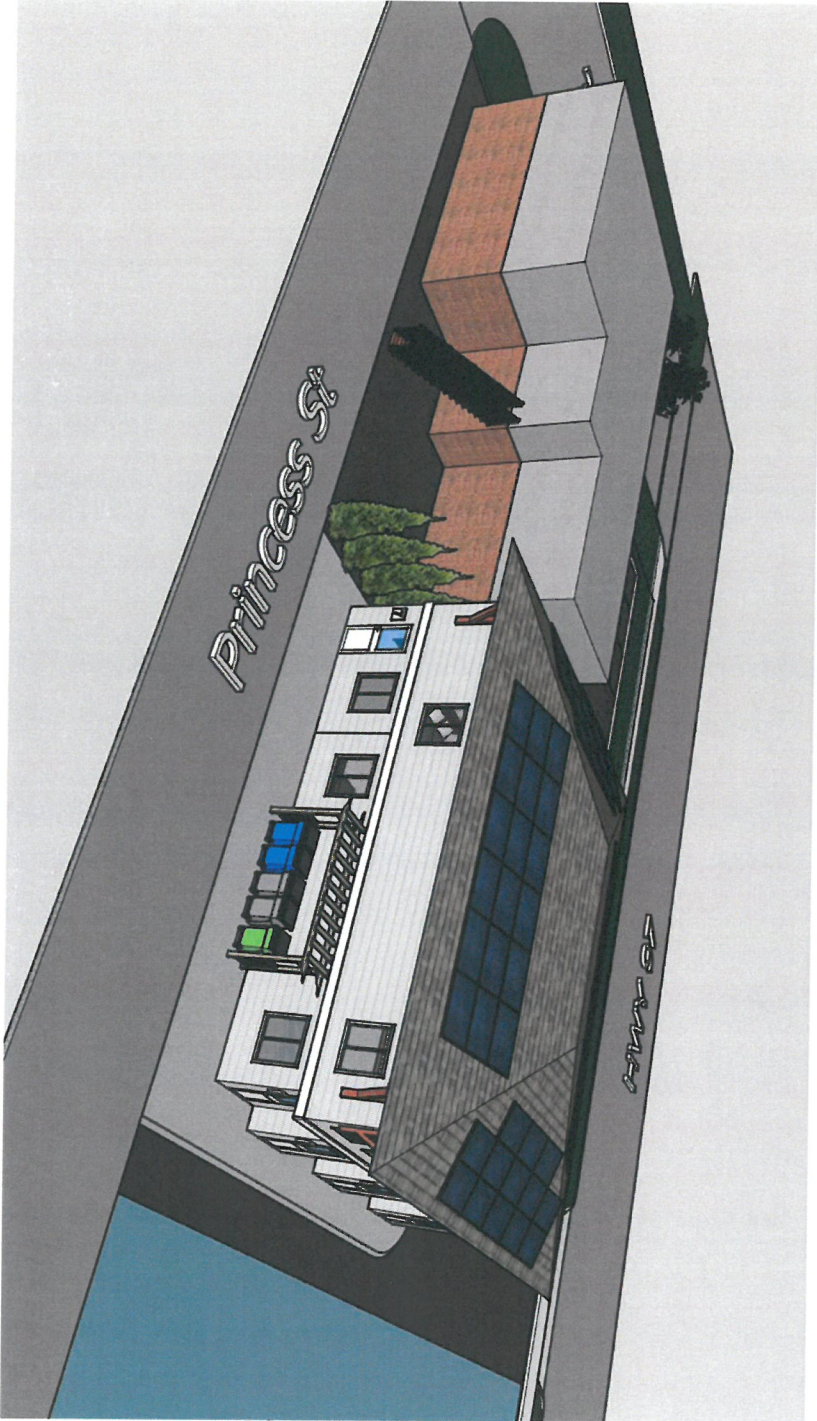
# Proposed Site Plan



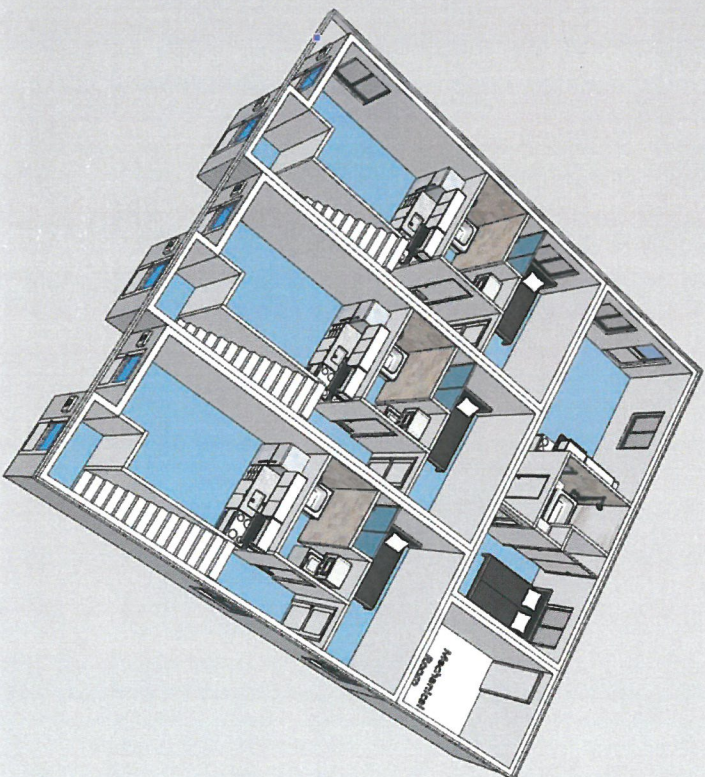
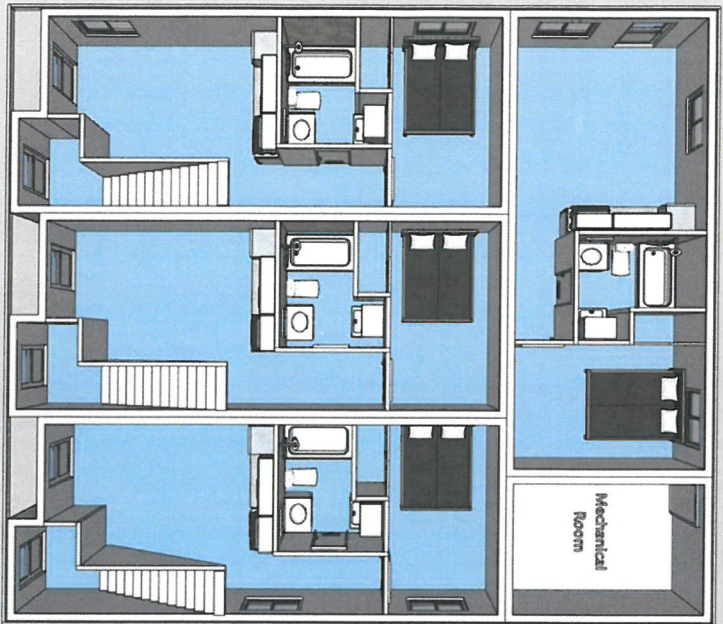
# Proposed Site plan (NE view)



# Proposed Site plan (SW View)



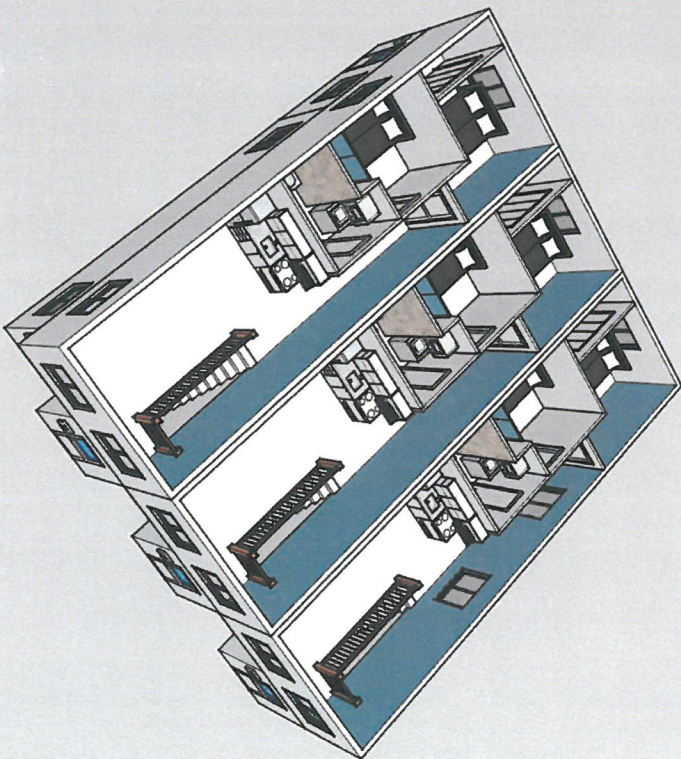
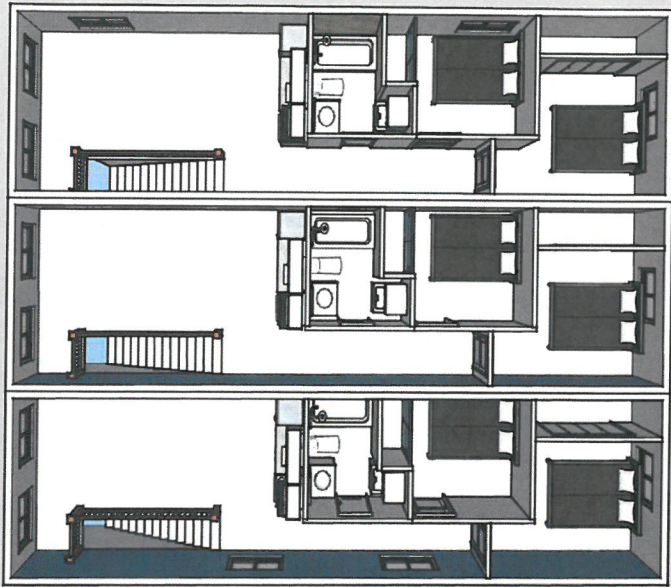
# Proposed 1<sup>st</sup> Floor plans



Each unit is approx. 415 sqft

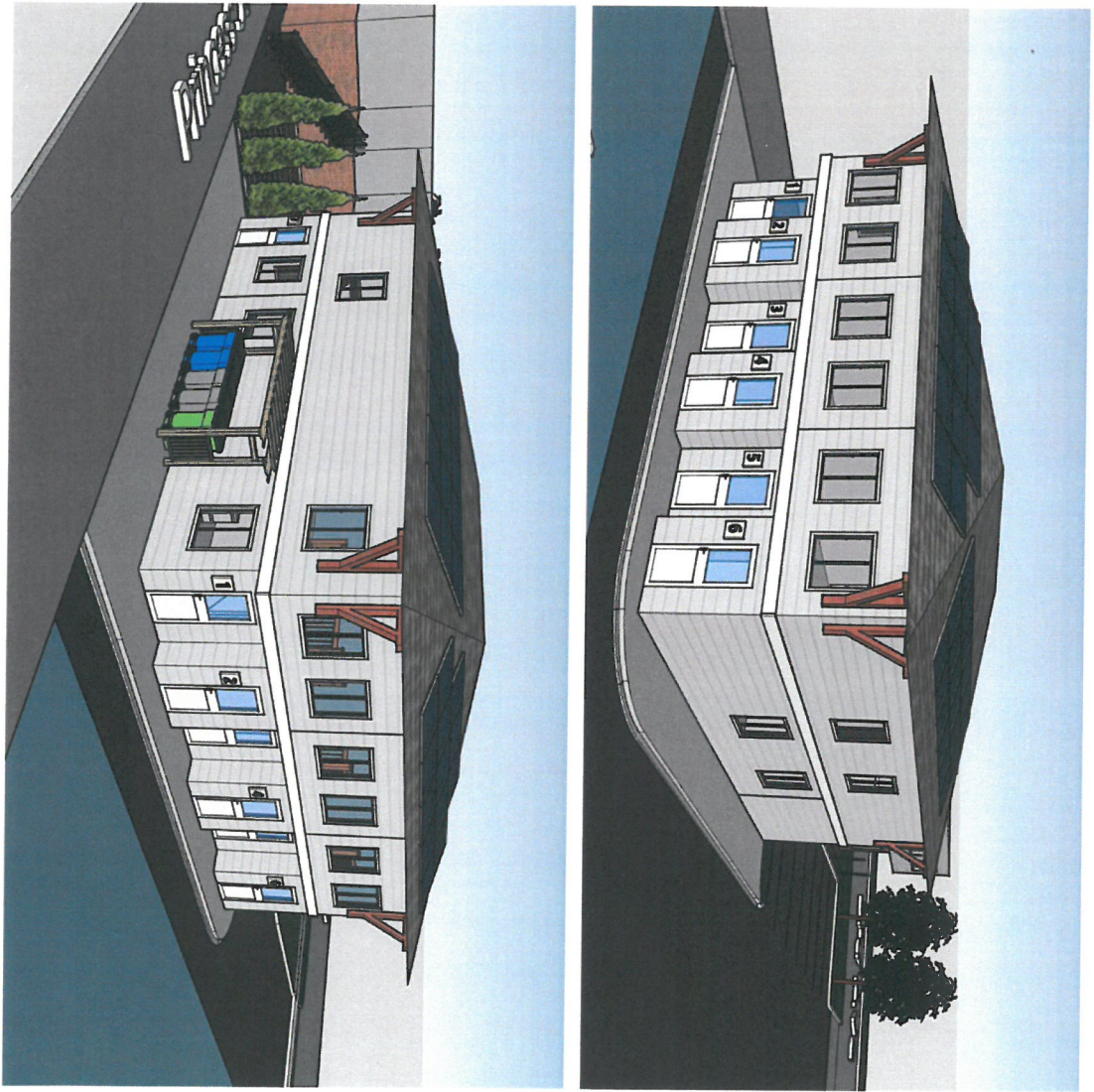


# Proposed 2<sup>nd</sup> Floor plans



Each unit is approx. 550 Sqft

# Proposed Elevations



# Why we seek your support

- We are discussing with CMHC to finance the project
- Affordable Housing is needed in Enderby
- Letter of support from the City of Enderby would aid our financing request to CMHC
- This project will have positive social and economic impact to the community.
- Brings value to the community
- A project that truly benefits all parties and stakeholders

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

Area: **CITY OF ENDERBY**

Category: **BUILDING PERMITS**

Year: **2021** Month: **01**

Folder Type	----- 2021 / 01 -----			----- 2020 / 01 -----			----- 2021 to 01 -----			----- 2020 to 01 -----		
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value
ACCESSORY BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0	0	0	0
END - ACCESSORY BUILDING	1	0	10,000	0	0	0	1	0	10,000	0	0	0
END - COMMERCIAL BUILDING	1	0	5,000	0	0	0	1	0	5,000	0	0	0
END - DEMOLITION	0	0	0	0	0	0	0	0	0	0	0	0
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
END - MANUFACTURED HOME	0	0	0	0	0	0	0	0	0	0	0	0
END - MODULAR HOME	0	0	0	0	0	0	0	0	0	0	0	0
END - MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0	0	0
END - PLUMBING	0	0	0	0	0	0	0	0	0	0	0	0
END - SIGN	0	0	0	0	0	0	0	0	0	0	0	0
END - SINGLE FAMILY DWELLING	1	1	325,000	0	0	0	1	1	325,000	0	0	0
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0	0	0
OLD PIMS PERMITS	0	0	0	0	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0	0	0	0	0
<b>Report Totals</b>	<b>3</b>	<b>1</b>	<b>340,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>340,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: February 11, 2021  
Subject: Knight Avenue Reconstruction from George to Belvedere – Proposed Extra Work

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**RECOMMENDATION**

THAT Council directs Staff to approve Contemplated Change Order #1 – Knight Avenue for road reconstruction from George Street to Belvedere Street, valued at \$430,614 plus engineering and contingency;

AND THAT Council directs Staff to proceed with the optional work of rebuilding the sidewalk on the south side of the subject road;

AND FURTHER THAT Council provides direction to Staff on whether it wishes to pave either or both boulevards within the project area.

**ALTERNATE RECOMMENDATION**

THAT Council directs Staff not to approve Contemplated Change Order #1 – Knight Avenue for road reconstruction from George Street to Belvedere Street;

AND THAT Council postpones consideration of this project until the next available tender opportunity.

**BACKGROUND**

Now that the City has completed several major collector and commercial/industrial roads, attention is shifting to shorter local road sections that are in poor shape. During 2020, 3<sup>rd</sup> Avenue and Hubert Avenue were scheduled for replacement. Due to COVID-19 and the consequent risk-averse position on expenditures owing to revenue uncertainty, commencement of capital projects began later in the year once there was confidence in the City's cash flows. As a result, Hubert Avenue was deferred to 2021 to avoid the risk of an incomplete road project posing winter maintenance challenges. Due to this deferral, there is an opportunity to extend the scope of the construction contract and gain some savings for the City through reduced administrative and overhead costs.

While work is proceeding on several larger collector/industrial frontage road projects at the concept design level (which are multi-year in length and may need borrowing, grant funding, and/or developer contributions in order to proceed), as well as a set of fireflow-related projects, a

number of smaller projects are moving through preliminary planning stages for completion in the short to medium term, including Knight Avenue between George and Belvedere, Mill Avenue between Sicamous and George, and King Avenue. Due to the relatively small size of local road projects, they should be tendered in groups to obtain better market pricing, which requires a shift in the number of projects that may be worked through the design stages at any given time. As King Avenue would not proceed until its schedule could be synchronized with construction of a new pool (for which a decision on the award of grant funds is still pending) and Mill Avenue presents significant design complexity due to the mixed uses and collection system requirements (both roads and pipes), time and energy has focused on completing a design for Knight Avenue between George and Belvedere, while the other projects advance.

Knight Avenue between George and Belvedere features a deteriorating road that has been patched repeatedly. The geotechnical analysis characterized the surface as “very poor” with “ravelling, and longitudinal and fatigue cracking...observed along its length” and noted the presence of crack seal and asphalt patch repairs. The asphalt thickness varies between 60mm and 150mm, and the base consists of “compact gravelly sands and gravelly sands and silts that extended to depths ranging between 0.3m and 0.6m below the surface.” The base fill materials are described as “non-homogenous.” The undisturbed in situ soils under the base consist of loose to compact sands and sandy silts.

The design proposal features 3.25m travel lanes, a crowned profile, and rollover curb on both sides. This is illustrated on the attached drawings.

Underground, the sanitary sewer was changed several decades ago to route wastewater northwest to the Meadow Crescent lift station rather than northeast to the Brickyard Lift Station, apparently to reduce the demand pressure upon the Brickyard Lift Station. The main is impassable for a camera inspection, either due to its deterioration or a suspected reverse grade; in either case, this has reduced pipe capacity. The attached drawings show an assumption about the grade of the existing sewer main that is based on measurements taken at manholes on either side of the road; however, speculation about how the grade reversal was achieved in the field suggests that an atypical vertical alignment may be operative at this time.

Since that time, there have been capacity improvements to the Brickyard Lift Station while increased growth on the hillside has ramped up demand pressure on Meadow Crescent, such that it makes more sense to route wastewater back to its natural course via the Brickyard Lift Station.

The stormwater flows are proposed to change slightly to remove pressure from Belvedere Street by routing Knight’s drainage on its western end to the Highway 97A trunk main. Both routes converge at the Regent/Belvedere intersection and then proceed to the Regent Lift Station, so there is no added flow impact upon the lift station itself.

Under the proposed design, street lighting would continue to rely upon BC Hydro poles. There would be gravel boulevards and no change to the existing sidewalks outside of spot repairs to specific panels. However, as detailed below, pricing was established for optional work to pave the parking areas and replace the sidewalk on the south side of the road, for Council’s consideration.

Staff do support replacing the sidewalk on the south side of the road (the sidewalk on the north side is in good condition) and are asking for Council's direction on this and the paved parking areas. Council has previously expressed its support for providing an enhanced service standard on certain "feature" roads that, while servicing predominantly residential uses, have a higher profile (due to their proximity to a lighted intersection, for instance).

Notwithstanding the immediate costs detailed below, Council needs to consider its broader asset management framework as well as stormwater management, as Belvedere Street is downstream of this location and is a low point where extreme storm events will surcharge (even with the significant downstream improvements that have been completed). Asphalt is an impervious surface that, during a storm surge, creates a more immediate impact upon stormwater main capacity, while gravel boulevards help to slow the runoff and can absorb some water at the start of a storm event. Currently, there is a paved boulevard only on the south side, which is in extremely poor condition. This area was likely paved due to the location of the Anglican Church; the presence of an institutional use at this location is a factor in favour of paved boulevards, at least for all or part of the south side. That being said, paving both sides will likely have a relatively small incremental impact upon flows given the surface area and how staff are proposing to divide the road into a west and an east catchment area, so eliminating the paved parking is better considered as a way to *add* an incremental benefit by reducing storm flows from this location rather than a significant detriment to the capacity of the system. Again, stormwater management is only one factor to consider, alongside matters related to broader asset management, aesthetics, and adjacent uses.

Given that the works on Hubert have not yet started, Staff have evaluated whether there may be savings in adding this work to the existing construction contract as extra work. Factors in favour of doing so includes:

1. Ordering ahead of an announced supplier increase in the cost of pipe materials (+5%) effective March 1, 2021, with further increases expected due to production and shipping impacts associated with the pandemic.
2. Elimination of tendering and contract execution costs (\$7,500).
3. Elimination of extra mobilization/demobilization charges (\$5,000).
4. Reduction in construction oversight services (\$9,000).

Given the value of the construction contract, it does not make sense to tender it as a stand-alone project, as it provides no economy of scale; there will be significant project inefficiencies and the market will likely respond with higher unit rates. The general contractor has the capability to deliver the project and has demonstrated excellent performance on the existing contract. The contractor had the lowest compliant bid during the last tender, and the Knight Avenue project would garner similar rates.

The general contractor was asked to respond to a contemplated change order for the above works, which it valued at \$430,614, as shown on the attachment (which also shows the engineer's internal estimate, which was not provided to the general contractor). The above value is inclusive of optional work for replacing the sidewalk on the south side of the road (\$15,900) and paving parking areas (\$16,400); in other words, if this optional work is not

undertaken, the contract value will decrease by those amounts. There is no obligation for the City to proceed with the project, although there are good reasons to consider doing so.

This project can be funded through current-year taxation and capital reserves without any tax increase or borrowing. This is due to the ongoing progress of the City's asset management investment strategy, which is designed to enable the City, over time, to correct its severe infrastructure deficit and properly fund its infrastructure going forward.

In the alternative, should Council not wish to proceed as recommended, the project will be postponed until a sufficient quantity of other design work was completed so as to meet minimum thresholds for project efficiencies; however, given the anticipated cost increases and the fact that the project can be fully funded without a tax increase or borrowing, as well as the ability to realize cost efficiencies as a result of the Hubert Avenue deferral, Staff are bringing this project forward for Council's consideration.

Should the project proceed, construction will take approximately 9 weeks. It is likely that, if this project is approved, the general contractor would start with Knight first, and then move to Hubert, as this sequence will provide better efficiencies and thus savings for the City.

Respectfully submitted,

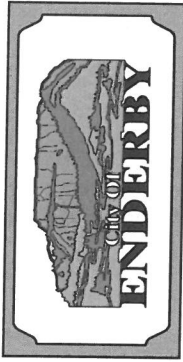


Tate Bengtson  
Chief Administrative Officer



**Hubert Ave and 3rd Ave Reconstruction**  
**1584.27/28**  
**CCO #1 - Knight Ave (MEACL 1584.34)**  
**City of Enderby**  
**SCHEDULE OF QUANTITIES AND PRICES**  
**January 28, 2021**

ITEMS	DESCRIPTION	Mounce Total	Estimate Total
1	03 Concrete	\$51,014.14	\$51,014.14
2	31 Earthworks	\$45,470.25	\$46,292.75
3	32 Roads and Site Improvements	\$104,525.67	\$99,457.07
4	33 Utilities - Waterworks	\$62,164.55	\$60,750.94
5	33 Utilities - Sanitary Sewers	\$78,178.42	\$76,049.68
6	33 Utilities - Storm Sewers	\$64,465.93	\$67,923.80
7	Miscellaneous	\$24,795.88	\$43,242.04
8	Landscape Restoration (Provisional Sum)	\$7,500.00	\$7,500.00
	<b>TENDER PRICE</b>	<b>\$430,614.84</b>	<b>\$444,730.42</b>
	GST @ 5%	\$21,530.74	\$22,236.52
	<b>TENDER PRICE (including GST)</b>	<b>\$452,145.58</b>	<b>\$466,966.94</b>



# KNIGHT AVE RECONSTRUCTION GEORGE ST TO BELVEDERE ST 75% DESIGN



3710B 28th Street,  
Vernon, BC, V1T 9X2  
Ph: (250) 503-1023  
Fax: (250) 503-1024

**WATER**

- ALL CONSTRUCTION AND MATERIALS TO BE IN ACCORDANCE WITH CITY OF ENDBERRY STANDARD SPECIFICATIONS AND DRAWINGS UNLESS OTHERWISE NOTED.
- ALL WATER MAIN PIPE TO BE PVC DR 14, AWWA STANDARD C900. PROVIDE 1.5m MINIMUM COVER.
- ALL WATER VALVES AND FITTINGS TO BE JOINT RESTRAINED AND HAVE CONCRETE REACTION BLOCKS THROUGH THE USE OF BRIDG WASTE AND TAP RESTRAINTS TO BE FULLY PROTECTED FROM CORROSION.
- CONTRACTOR TO TEST, FLUSH AND CONNECT THE WATER MAINS UNDER THE SUPERVISION OF THE ENGINEER AND AS PER THE WATER TESTING AND RETURN TO SERVICE PLAN.
- ALL EXISTING VALVES, MATED BY CITY OF ENDBERRY CREWS ONLY. CONTRACTOR NOT TO OPERATE ANY EXISTING VALVES.
- THE CONTRACTOR SHALL PROVIDE A MINIMUM 48 HOURS (2 WORKING DAYS, DEFINED AS MONDAY TO FRIDAY) NOTICE TO THE CITY OF ENDBERRY WATER DEPARTMENT AND THE ENGINEER, CITY OF ENDBERRY, PRIOR TO START OF CONSTRUCTION. NO SHUTDOWNS OF GREATER THAN 8 HOURS WILL BE ALLOWED. THE CONTRACTOR SHALL COORDINATE ALL SERVICE DISRUPTIONS WITH THE ENGINEER, CITY OF ENDBERRY AND THE FIRE DEPARTMENT.

**STORM SEWER**

- STORM SEWER MAIN TO BE 2000 PVC SDR 35 @ MINIMUM 1.0%.
- STORM SEWER SERVICES TO BE 1500 PVC SDR 38 @ MINIMUM 2.0% UNLESS OTHERWISE NOTED.
- CATCH BASIN LEADS TO BE 2000 PVC SDR 35 @ MINIMUM 1.0%.
- TOP INLET CATCH BASIN TO BE MINIMUM 7500 DIAMETER.
- SIDE INLET CATCH BASIN BARRELS TO BE 1000 DIAMETER.

**SANITARY SEWER**

- SANITARY SEWER MAIN TO BE 1500 PVC SDR 28.
- SANITARY SEWER SERVICES TO BE 1000 PVC SDR 28 @ MINIMUM 2.0% UNLESS OTHERWISE NOTED.

**HYDRO, TELEPHONES, CABLE, STREETLIGHTING AND GAS**

- COMPLETE "B" ONE CALL AT 1-800-474-6886 AND CONTACT ANY OTHER APPLICABLE UTILITY A MINIMUM OF 48 HOURS PRIOR TO START OF CONSTRUCTION.

**GENERAL NOTES:**

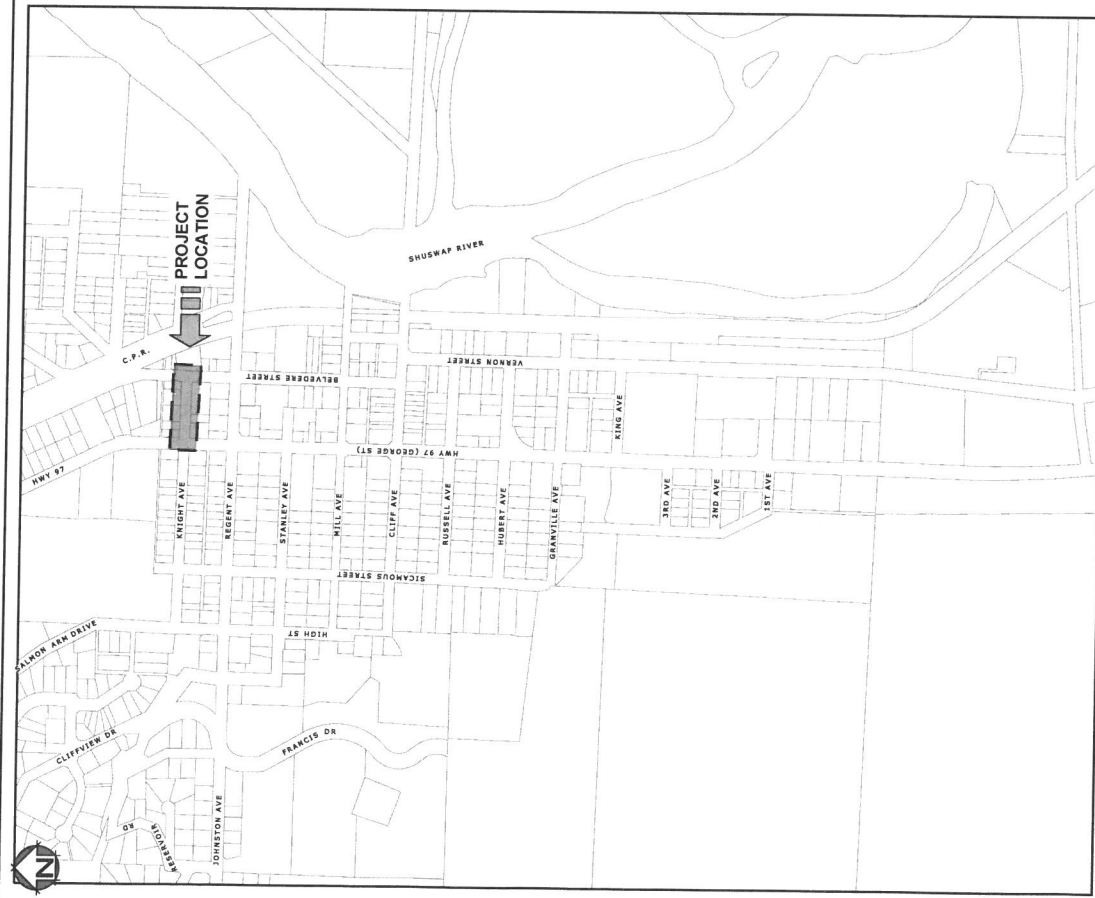
- ALL CONSTRUCTION AND MATERIALS TO BE IN ACCORDANCE WITH THE CITY OF ENDBERRY STANDARD SPECIFICATIONS AND DRAWINGS UNLESS OTHERWISE NOTED.
- OBTAIN A PERMIT TO CONSTRUCT WORKS ON A MUNICIPAL RIGHT OF WAY FROM THE CITY OF ENDBERRY PRIOR TO THE START OF ANY CONSTRUCTION.
- LOCATE ANY AND ALL EXISTING UTILITIES PER LATEST WORKSAFE BC, CITY OF ENDBERRY AND OTHER LOCAL AGENCIES.
- LOCATION AND OFFSETS OF EXISTING UTILITIES SHOWN ON THESE PLANS ARE COMPILED FROM THE MOST RECENT INFORMATION AVAILABLE, BUT ARE NOT GUARANTEED TO BE COMPLETE OR ACCURATE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL EXISTING UTILITIES AS A RESULT OF CONSTRUCTION AND CROSSING POINTS 48 HOURS PRIOR TO COMMENCEMENT OF CONSTRUCTION. ADVISE ENGINEER OF ANY CONFLICTS.
- DO NOT START ANY WORK ON ANY SUCH SERVICES.
- AFTER CONSTRUCTION, RESTORE WORK AREAS AND ALL EXISTING FEATURES TO THEIR ORIGINAL CONDITION OR BETTER.
- CONSTRUCT LOCAL VEHICULAR AND PEDESTRIAN ACCESS THROUGH CONSTRUCTION AREA DURING CONSTRUCTION.
- ADJUST ALL PROPOSED AND EXISTING APPURTENANCES TO MEET THE FINISHED GRADES.
- ENSURE THAT ALL EXISTING SERVICES REMAIN USABLE DURING CONSTRUCTION.
- REMOVE EXISTING ASPHALT CONSISTENT WITH THE LIMITS OF CONSTRUCTION SHOWN ON THE DRAWINGS AND AS NECESSARY TO COMPLETE THE WORK.
- OFFSETS SHOWN ARE FOR REFERENCE ONLY. DIGITAL LAYOUT WILL BE PROVIDED AT TIME OF CONSTRUCTION.
- REMOVE AND REINSTALL EXISTING SIGNAGE AS PER THE LATEST MOTI STANDARD SPECIFICATIONS.

**DRAWING INDEX:**

No.	DESCRIPTION
C000	COVER SHEET
C001	VICINITY PLAN, GENERAL NOTES & DRAWING INDEX
C100	OVERALL PLAN AND COMPOSITE UTILITY PLAN
C101	RENOVALS PLAN
C200	ROADWORKS - PLAN & PROFILE - FROM STA: 0+4980 TO 0+4220
C201	PAVEMENT MARKINGS & SIGNAGE
C300	SANITARY - PLAN & PROFILE - FROM STA: 0+4000 TO 0+130
C301	STORM - PLAN & PROFILE - FROM STA: 0+4000 TO 0+130
C400	WATER - PLAN & PROFILE - FROM STA: 0+4000 TO 0+130
C500	TYPICAL SECTIONS & DETAILS

**CONTROL POINTS**

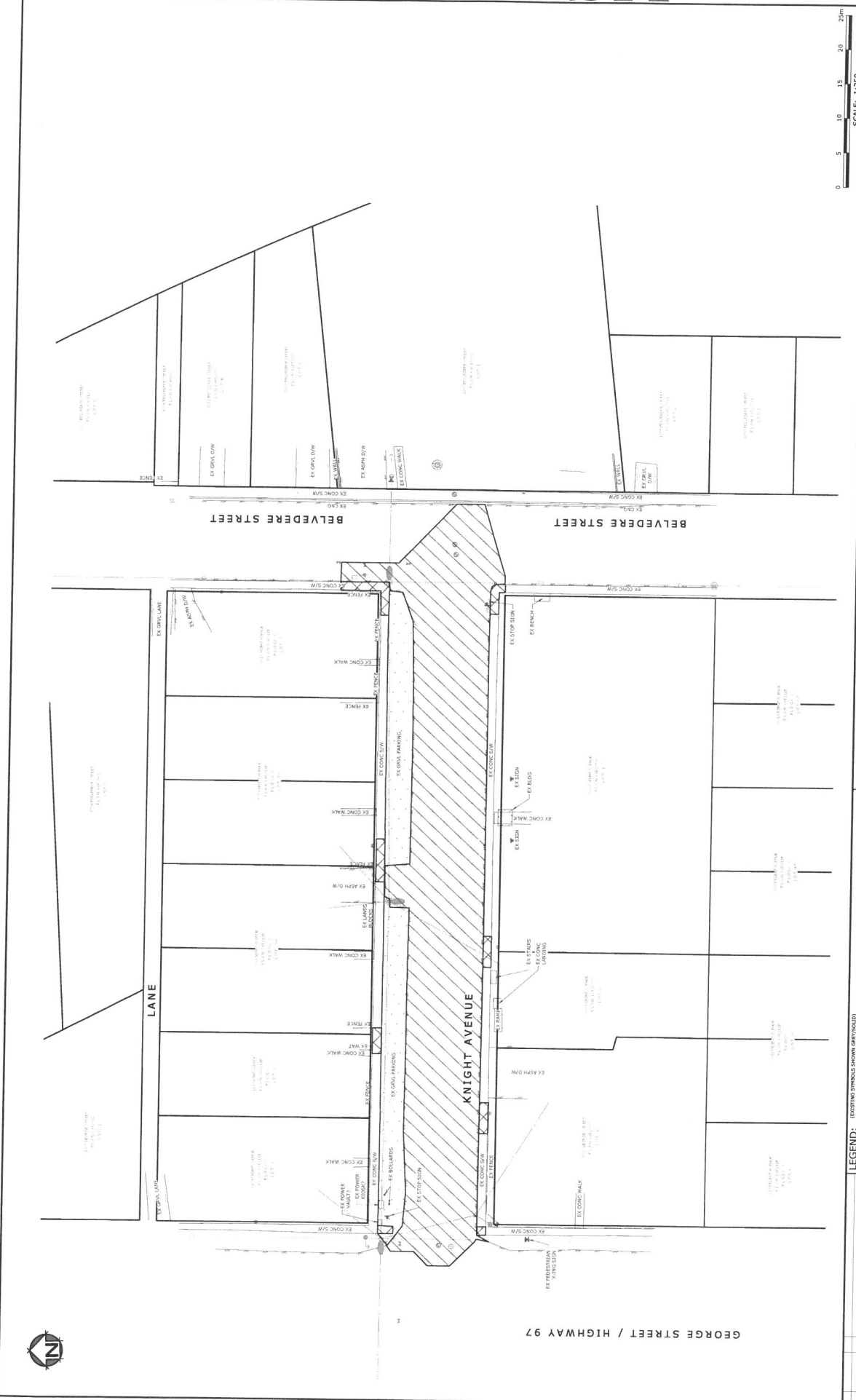
POINT NO.	NORTHING, EASTING, ELEVATION
1223	5 602 458 2973, 348 555 8513, 351.5533
8000	5 602 246 7341, 346 639 5222, 352.7217
8042	5 602 401 8452, 348 515 9476, 352.1708
8043	5 602 458 5760, 348 525 5203, 352.899
10000	5 602 249 2451, 346 499 0323, 352.535



**VICINITY MAP**  
SCALE 1:10,000

<p><b>MONAGHAN ENGINEERING CONSULTANTS LTD.</b> 3710B 28th Street, Vernon, BC, V1T 9K2 Ph: (250) 903-1023 Fax: (250) 903-1024</p>		<p><b>CITY OF ENDBERRY</b> KNIGHT AVE RECONSTRUCTION VICINITY PLAN, GENERAL NOTES &amp; DRAWING INDEX</p>	
<p>DATE: DEC 2020 DESIGNED BY: CH DRAWN BY: CFB CHECKED BY: CH</p>		<p>PROJECT No. 1584.34 CLIENT File No. SHEET No. 1 OF 9 DRAWING No. Rev. C001 A</p>	





Project No.	1584.34
Client File No.	-
Sheet No.	3 of 9
Drawing No.	C101
Rev.	A

**CITY OF ENDERBY**  
**KNIGHT AVE RECONSTRUCTION**  
**REMOVALS**  
**PLAN**



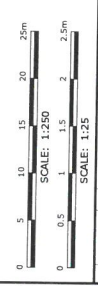
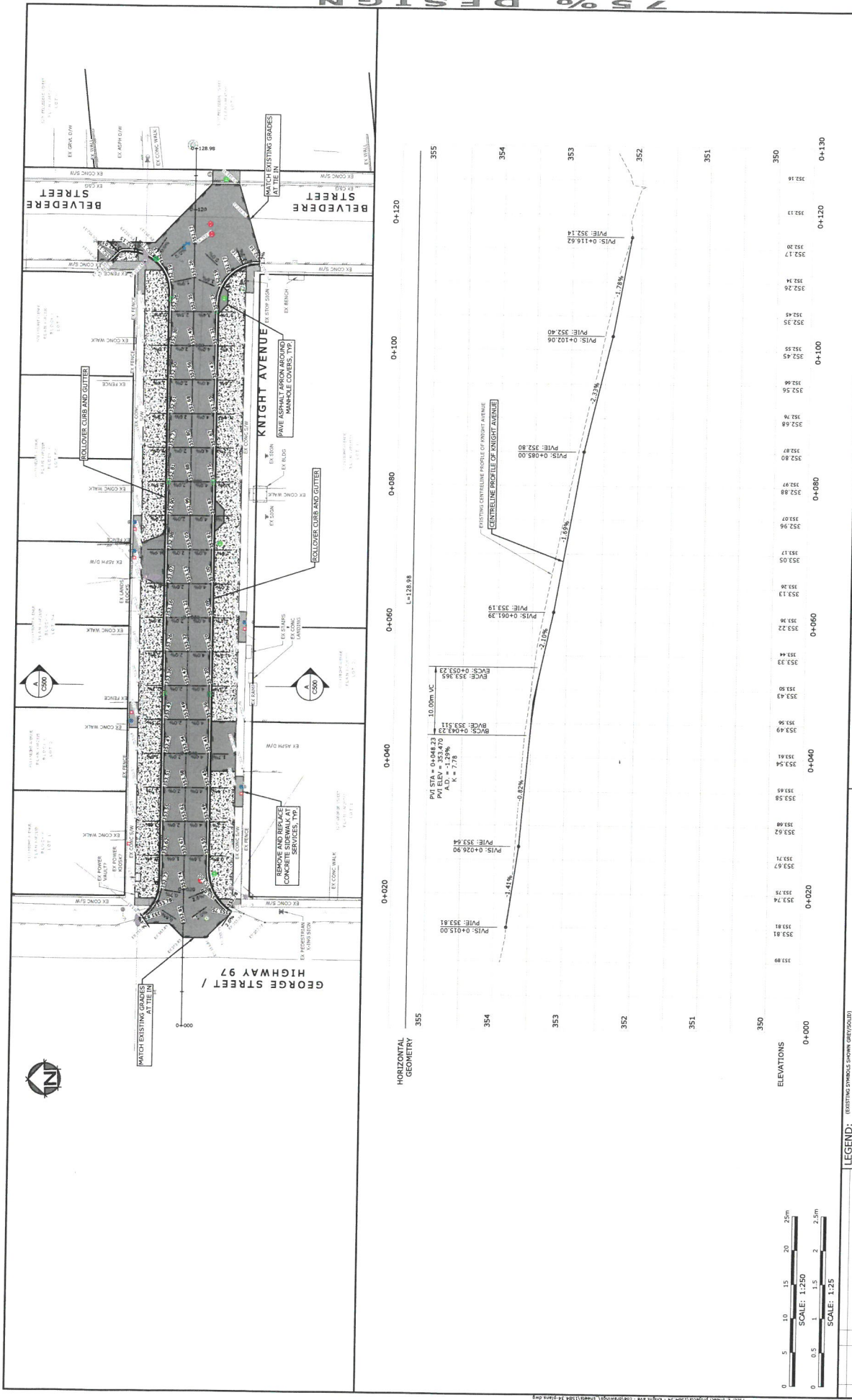
Scale	1:250
Date	DEC 2020
Designed	CH
Drawn	CFB
Checked	CH

**MONAGHAN**  
**ENGINEERS & CONSULTANTS LTD.**

3710B 28th Street,  
 Vernon, BC, V1T 9X2  
 Ph: (250) 803-1023  
 Fax: (250) 803-1024

- LEGEND: (EXISTING SYMBOLS SHOWN GREY/SHAD)**
- EDGE OF GRAVEL
  - SIDEWALK
  - CULVERT
  - BOTTOM OF BANK
  - TREE LINE
  - STORM DRAIN
  - GAS
  - WATER
  - SEWER
  - UTILITY POLE
  - JACKBOX
  - POLE WITH TRANSFORMER
  - TELEPHONE POLE
  - TELEPHONE POLE WITH TRANSFORMER
  - TELEPHONE POLE WITH TRANSFORMER AND MOUNTED EQUIPMENT
  - TELEPHONE POLE WITH TRANSFORMER AND MOUNTED EQUIPMENT AND MOUNTED EQUIPMENT
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Rev.	DATE	BY	DESCRIPTION
1	2020 DEC 30	CFB	75% DESIGN SUBMISSION



Legend	Description
(Symbol)	EXISTING SYMBOLS SHOWN (GREY/SHADE)
(Symbol)	EDGE OF GRAVEL
(Symbol)	Roadway
(Symbol)	PAVEMENT
(Symbol)	SIDEWALK
(Symbol)	WALKWAY
(Symbol)	EDGE OF BANK
(Symbol)	TOP OF BANK
(Symbol)	TRUNKLINE
(Symbol)	STORM DRAIN
(Symbol)	UNDERGROUND DRAIN
(Symbol)	WATER
(Symbol)	LANDSCAPE
(Symbol)	PROPPOSED CLAY
(Symbol)	PROPPOSED ASPHALT
(Symbol)	PROPPOSED CONCRETE
(Symbol)	PROPPOSED GRAVEL
(Symbol)	PROPPOSED SAND
(Symbol)	PROPPOSED SILT
(Symbol)	PROPPOSED CLAY
(Symbol)	PROPPOSED ASPHALT
(Symbol)	PROPPOSED CONCRETE
(Symbol)	PROPPOSED GRAVEL
(Symbol)	PROPPOSED SAND
(Symbol)	PROPPOSED SILT
(Symbol)	PROPPOSED CLAY

**LEGEND:**

- (Symbol) 1: BLOW OFF
- (Symbol) 2: COLEMAN
- (Symbol) 3: HIGH MOUNT
- (Symbol) 4: SANDHOLE
- (Symbol) 5: TREE
- (Symbol) 6: UNK. (UNKNOWN)
- (Symbol) 7: FREE POTENTIAL
- (Symbol) 8: FREE POTENTIAL
- (Symbol) 9: FREE POTENTIAL
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- (Symbol) 39: FREE POTENTIAL
- (Symbol) 40: FREE POTENTIAL

**CITY OF ENDERBY**

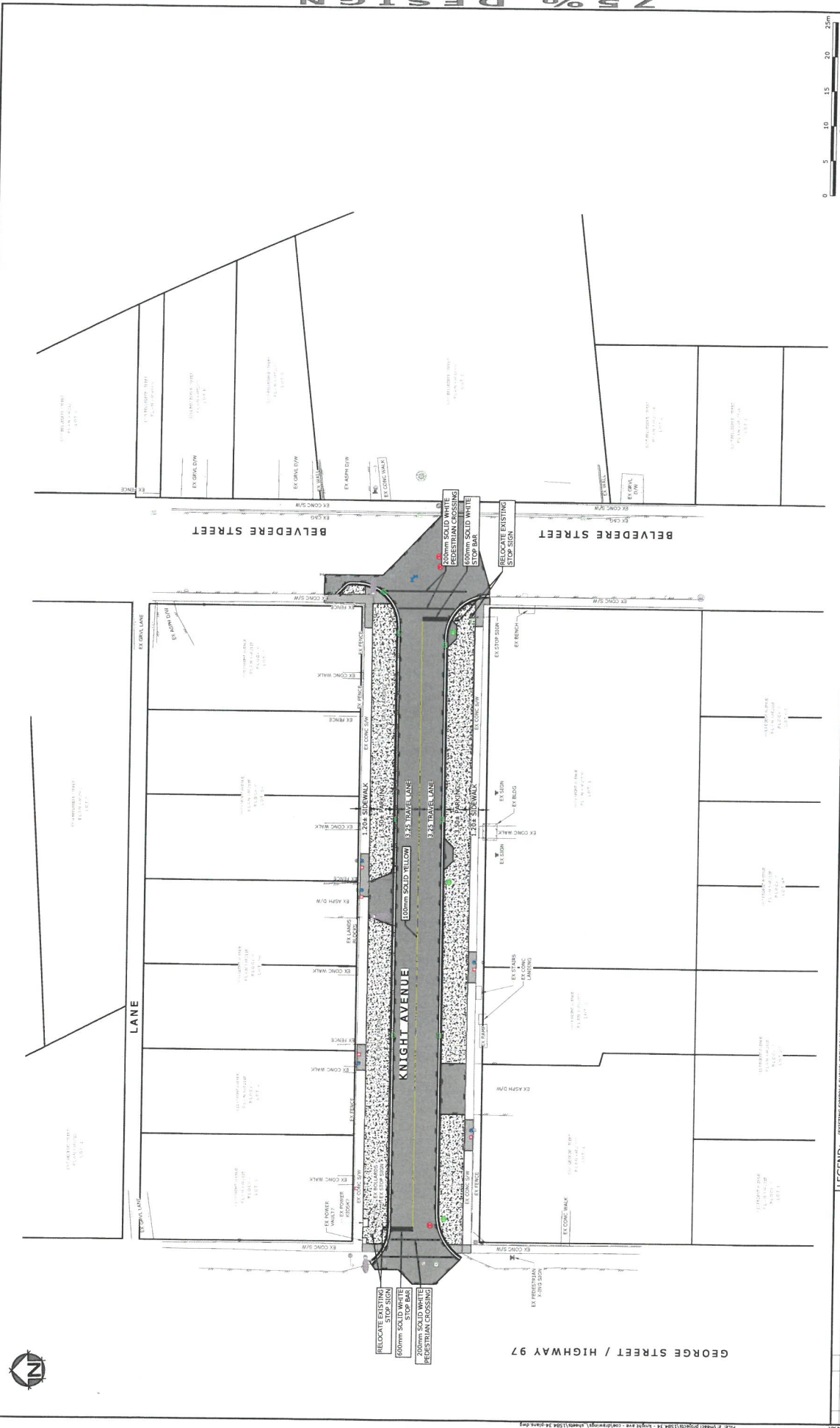
**KNIGHT AVE RECONSTRUCTION GRADING PLAN**

**MONAGHAN ENGINEERING CONSULTANTS LTD.**  
370B 28th Street, Vernon, BC, V1T 9X2  
Ph: (250) 303-1023 Fax: (250) 303-1024

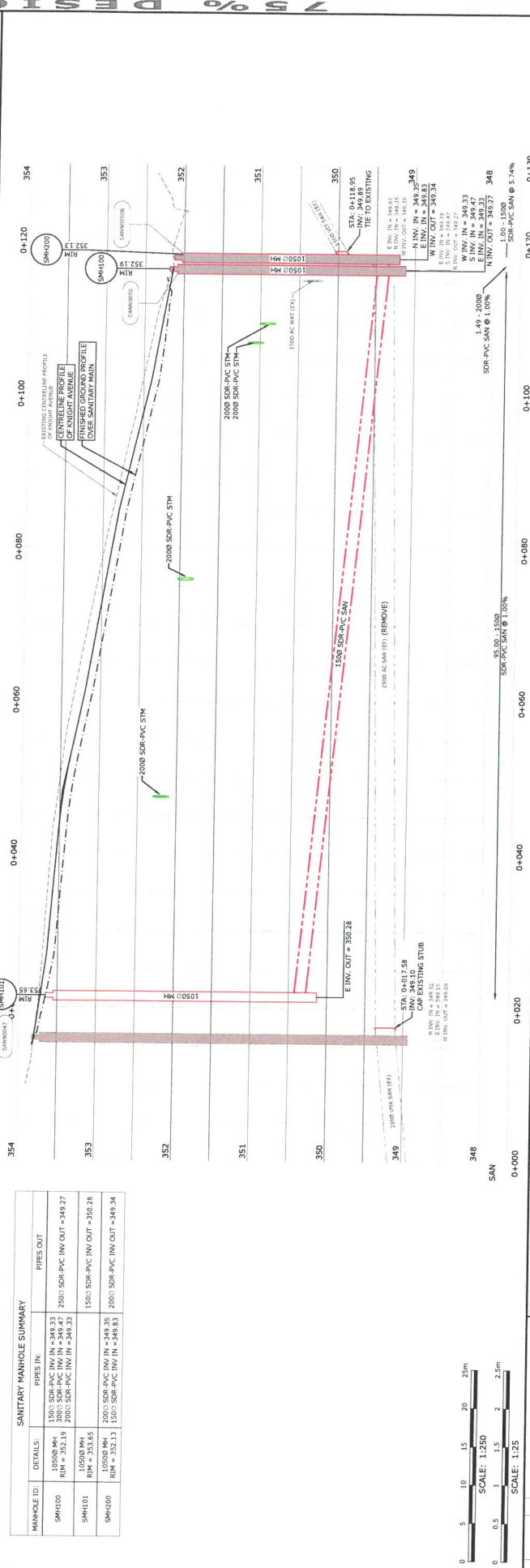
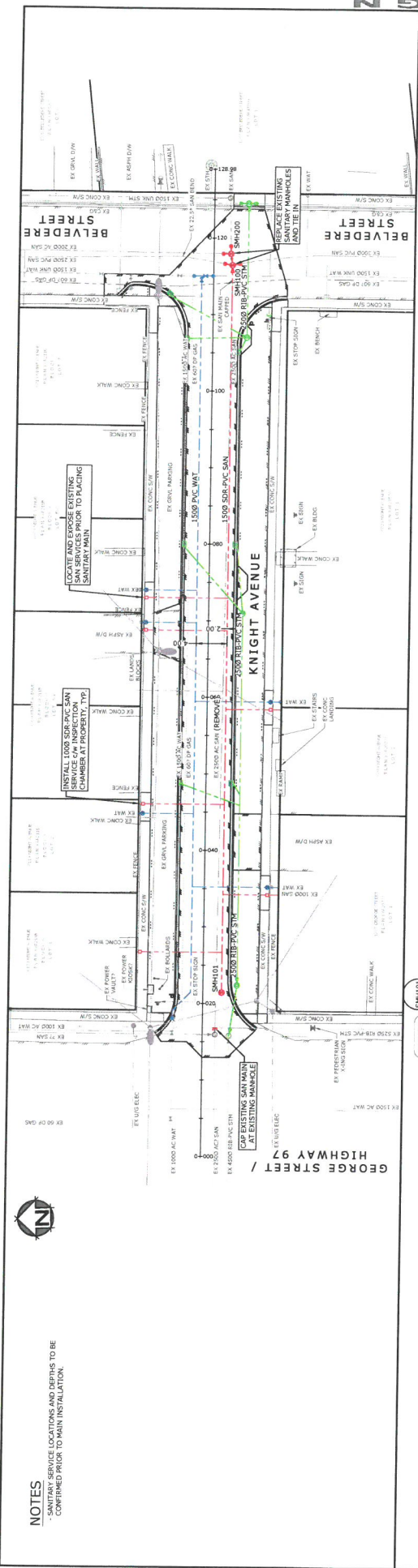
Scale	Date	Drawn	Checked
1:250	DEC 2020	CFB	CH
1:25			

PROJECT NO:	1584-34
CLIENT FILE NO:	
SHEET NO:	4 OF 9
DRAWING NO.:	C200
DATE:	

7.5% DESIGN



<b>CITY OF ENDERBY</b> KNIGHT AVE RECONSTRUCTION PAVEMENT MARKINGS & SIGNAGE	
Project No.: 1584.34 Client File No.: Sheet No.: S of 9 Drawing No.: C201	Scale: 1:250 Date: DEC 2020 Drawn: CH Checked: CH
<b>MONAGHAN</b> ENGINEERING & CONSULTING LTD. Ph: (250) 905-1023 Fax: (250) 905-1024 37108 29th Street Vernon, BC, V1T 9X2	
LEGEND: (EXISTING SPRINKLERS SHOWN GREY/BLACK) - ANCHOR PILE - POLE AT TRANSFORMER - TRIPWIRE - JUNCTION BOX - COOP - STREET SIGNAL - TRANSFORMER	- RELOCATED STOP SIGN - EXISTING STOP SIGN - PROPERTY PIN - MANHOLE - TREE - TIE - TIE TUBULARY
- 75% DESIGN SUBMISSION Date: 2021 JAN 14 By: CFB	- DIRECTION CHAMBER - ADVANCE MANHOLE - CATCH-BASIN MANHOLE - ADVANCE INVERT - AS MANHOLE - CORE STOP - TIE TUBULARY



NOTES

- SANITARY SERVICE LOCATIONS AND DEPTHS TO BE CONFIRMED PRIOR TO MAIN INSTALLATION.

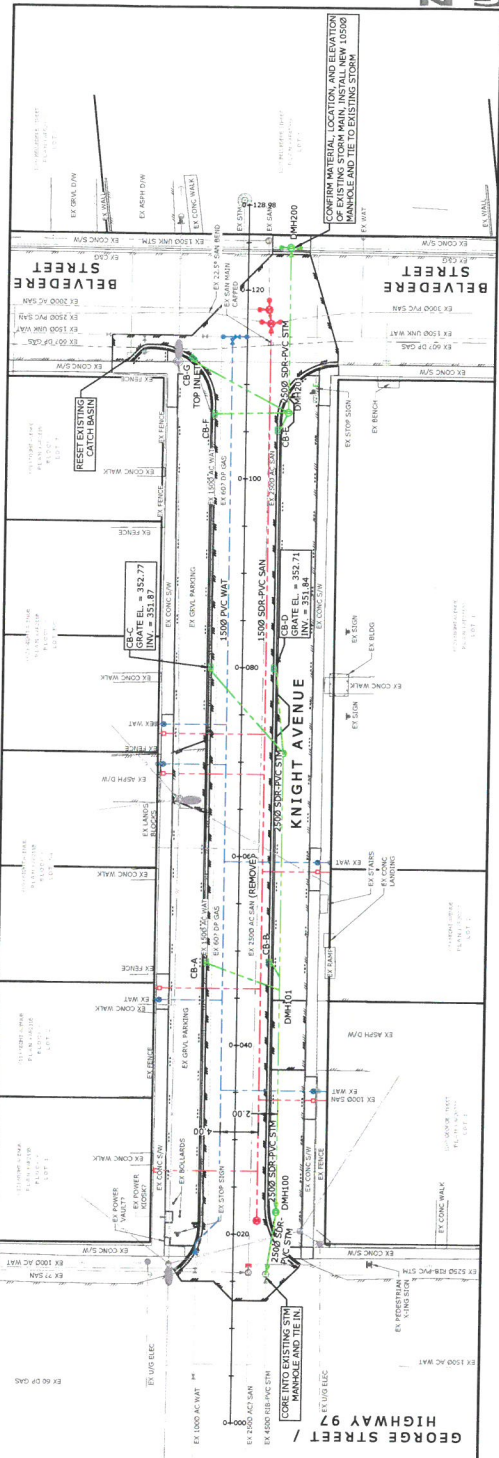
Table with 3 columns: MANHOLE ID, DETAILS, PIPES IN, PIPES OUT. Lists manholes SMH100, SMH101, SMH200 and their associated pipe specifications.

Table with 3 columns: MANHOLE ID, DETAILS, PIPES IN, PIPES OUT. Lists manholes SMH100, SMH101, SMH200 and their associated pipe specifications.



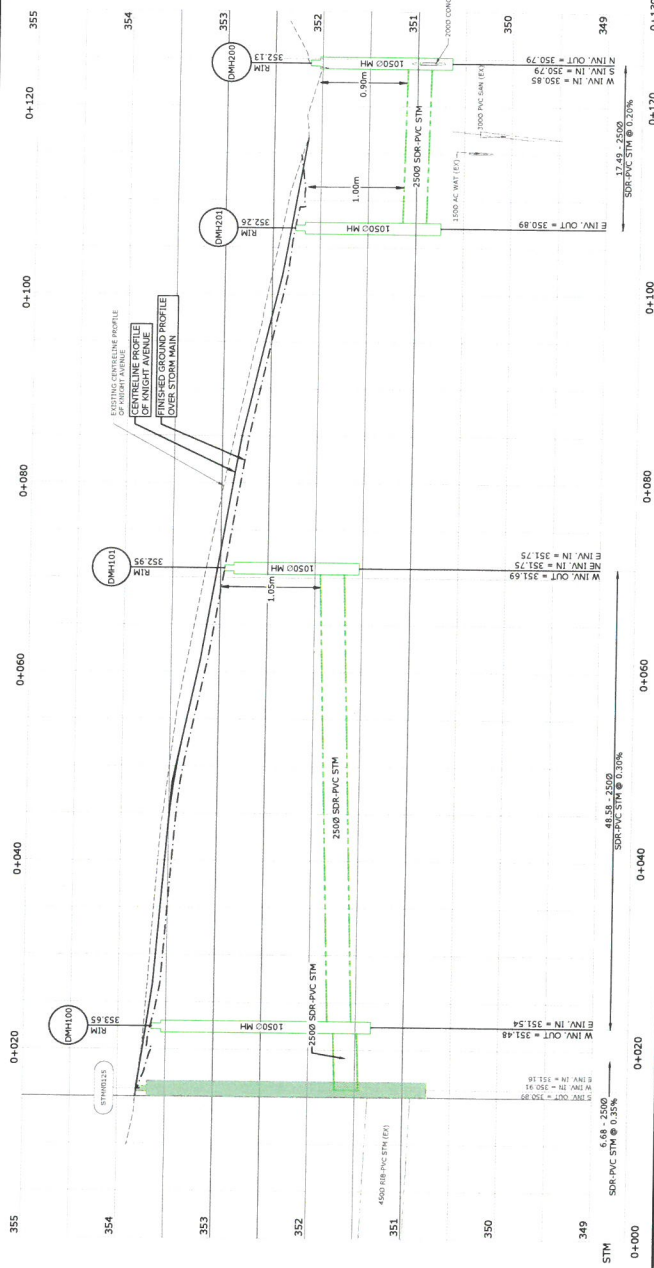
Project information including City of Enderby, Knight Ave Reconstruction Sanitary Plan & Profile, and Monaghan Engineering & Consulting Ltd. details.





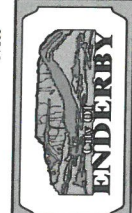
MANHOLE ID	DETAILS	PIPES IN	PIPES OUT
DMH100	2500 SDR-PVC IN = 351.54 2500 SDR-PVC INV OUT = 351.48 RM = 352.65	2500 SDR-PVC IN = 351.54	2500 SDR-PVC INV OUT = 351.48
DMH101	10500 MH 2000 SDR-PVC IN = 351.76 RM = 352.95	2000 SDR-PVC IN = 351.76	2000 SDR-PVC INV OUT = 351.69
DMH200	10500 MH 2500 SDR-PVC IN = 350.85 RM = 352.13	2500 SDR-PVC IN = 350.85	3000 RIB-PVC INV OUT = 350.79
DMH201	10500 MH 3000 RIB-PVC IN = 350.79 RM = 352.26	3000 RIB-PVC IN = 350.79	3500 SDR-PVC INV OUT = 350.89
STM0125	4500 RIB-PVC IN = 350.91 2500 PVC IN = 351.16 RM = 352.17	4500 RIB-PVC IN = 350.91 2500 PVC IN = 351.16	5250 RIB-PVC INV OUT = 350.89

CATCH-BASIN ID	DETAILS
CB-A	900 Side Inlet Catch Basin GRATE = 353.34
CB-B	900 Side Inlet Catch Basin GRATE = 353.27
CB-C	900 Side Inlet Catch Basin GRATE = 352.77
CB-D	900 Side Inlet Catch Basin GRATE = 352.19
CB-E	900 Side Inlet Catch Basin GRATE = 352.19
CB-F	750 Top Inlet Catch Basin GRATE = 352.11



**LEGEND:** (EXISTING SYMBOLS SHOWN GRAY/COLORED)  
 - ADJUSTED GRADE  
 - EDGE OF GRAVEL  
 - FINISH GRADE  
 - FULL DEPTH  
 - BOTTOM OF BANK  
 - TREE LINE  
 - STORM MAIN  
 - MANHOLE  
 - CATCH BASIN  
 - SIDEWALK  
 - CURB  
 - STREET LIGHT  
 - 75% PEDESTAL CURB/SIDEWALK  
 - 15% PEDESTAL CURB/SIDEWALK

**MONTECHAN ENGINEERING CONSULTING LTD.**  
 3710B 28th Street,  
 Vernon, BC, V1T 9X2  
 Ph: (250) 503-1023  
 Fax: (250) 503-1024



**CITY OF ENDERBURY**  
**KNIGHT AVE RECONSTRUCTION**  
**STORM PLAN & PROFILE**  
 FROM STA. 0+000 TO 0+130

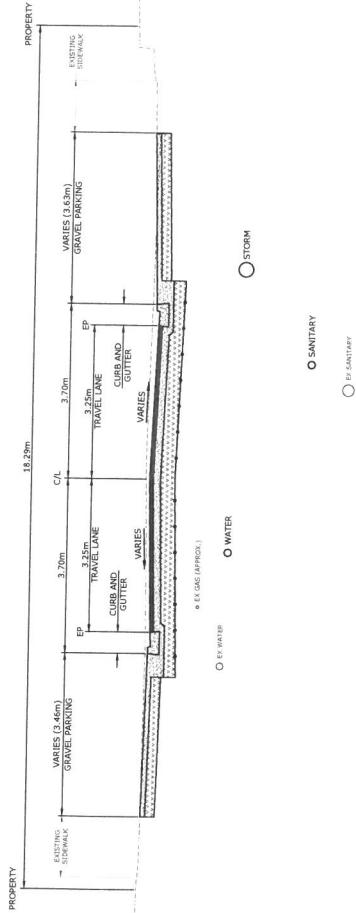
Project No.:	1584-34
Client File No.:	
Sheet No.:	7 of 9
Drawing No.:	Ref.
	CS01



**NOTES:**

- ROAD STRUCTURE - KNIGHT AVENUE AND BELVEDERE STREET
- 75mm OF MMD UPPER COURSE #1 HOT MIX ASPHALT
- 75mm OF MMD CRUSHED BASE COURSE
- 300mm OF 75mm MMD SUBGRADE
- NILEX TYPE 1 BIMAL GEGRID (OR APPROVED EQUIVALENT)
- PREPARED SUBGRADE (REFER TO GEOTECHNICAL INVESTIGATIONS REPORT)

- ROAD STRUCTURE - HIGHWAY 97/GEORGE STREET
- 75mm OF #1 BASE COURSE
- 75mm OF #2 SUBGRADE (REFER TO GEOTECHNICAL INVESTIGATIONS REPORT)



AA KNIGHT AVE TYPICAL SECTION  
1:10 SCALE (N.T.S.)

Rev.	Date	By	Description
1	2021 JAN 14	CFB	75% DESIGN SUBMISSION

**LEGEND:**

- (EXISTING SYMBOLS SHOWN GREY/SHADY)
- 1. FLOOR OF GRAVEL
  - 2. BUILDING
  - 3. CURB OF BANK
  - 4. DIVISION OF BANK
  - 5. CHUTE
  - 6. CHANNEL
  - 7. WATER DRAIN
  - 8. WATER
  - 9. HYDROTEL
  - 10. 75% DESIGN SUBMISSION
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  - 100. 75% DESIGN SUBMISSION

**MONAGHAN**  
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37109 288 Street  
Vernon, BC, V1T 9X2  
Ph: (250) 303-1023  
Fax: (250) 303-1024

Scale	AS NOTED
Date	DEC 2020
Drawn	CH
Checked	CFB
Client	CH



CITY OF ENDERBY  
KNIGHT AVE RECONSTRUCTION  
TYPICAL SECTIONS  
& DETAILS

Project No.	1584.34
Client File No.	
Sheet No.	9 of 9
Drawing No.	C500
Rev.	A



MEMO

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: February 8, 2021  
Subject: Street Light Replacement Project

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**RECOMMENDATION**

THAT Council directs staff to request to BC Hydro that, as part of its Light-Emitting Diode street light conversion program, all street lights in residential areas should be converted to a warmer white temperature of 3000K, and all street lights in commercial/industrial areas, as well those street lights along Highway 97A that are in the City's inventory, be converted to a cooler white temperature of 4000K.

**BACKGROUND**

BC Hydro is planning to replace all of its High-Pressure Sodium (HPS) street lights with energy-efficient Light-Emitting Diode (LED) lights in order to meet federal regulations around the removal of Poly-Chlorinated Biphenyls (PCBs) from all light ballasts by the end of 2025. The switch will improve the visibility of sidewalks and roads at night while reducing light pollution and the demand placed upon third-party energy infrastructure. This initiative excludes those street lights which are **not** on BC Hydro poles, for which the City is directly responsible for coordinating and funding operations and maintenance; most of these lights are already LED.

BC Hydro owns and maintains 209 street lights on behalf of the City of Enderby that are attached to its hydro poles. The City of Enderby is charged the energy costs for these lights by BC Hydro. BC Hydro also owns and maintains a number of street lights through the City of Enderby along George Street (Highway 97A), on behalf of the Ministry of Transportation and Infrastructure; however, the City's inventory does include a number of street lights along George Street that are not part of what the Ministry of Transportation and Infrastructure deems necessary to meet its safety standards (in other words, these lights serve a community purpose). At intersections of municipal and provincial highways where a street light is required by both parties, a standard cost-sharing agreement is in effect between the local government and the province.

Local governments are being contacted by BC Hydro to identify their preferences for street light wattage and temperature. In general, wattages are being converted at a like-for-like equivalency unless there are known issues; however, temperatures are being selected at a

neighbourhood level as the impact can vary depending upon the predominant land use in the area (e.g. residential vs. commercial/industrial).

LED casts a white light that contrasts with the yellow of HPS. Temperature is measured by degrees Kelvin (K), with 3000K providing a warmer (softer) white light that is more suitable for residential neighbourhoods and environmentally sensitive areas, and 4000K providing a cooler (or neutral) white that is more suitable for arterial highways, and commercial or industrial areas.

It should be noted that even the softer 3000K light temperature will be perceived as brighter than HPS (HPS starts at 2600K upon installation and quickly fades to around 2100K for the rest of its lifetime). Attached to this memorandum is a sheet contrasting the light temperatures. While brighter lights will assist with road visibility, it can be intrusive, particularly in residential areas.

An additional consideration is that the light temperature ideally will not vary from pole to pole, but will instead provide for a consistent illumination so that drivers' eyes are not constantly readjusting, as this can create a hazard (in other words, street light temperatures should be consistent inside of neighbourhoods). Staff have verified that the Ministry of Transportation and Infrastructure is using 4000K for all of its lights through the City of Enderby.

Staff are recommending the following approach for selecting lights:

1. 3000K for all residential neighbourhoods;
2. 3000K for MacPherson Lane and Lambly Lane (due to the predominant residential uses occurring behind Cliff Avenue commercial properties in this area);
3. 4000K for all of George Street within the City's inventory;
4. 4000K for areas that are predominantly industrial/commercial, including:
  - a. Hubert Avenue between George Street and Vernon Street;
  - b. Russell Avenue between George Street and Vernon Street;
  - c. Mill Avenue at intersections with Belvedere and Maud;
  - d. Maud Street (all);
  - e. Railway Street (all);
  - f. Belvedere Street between Cliff and Mill;
  - g. Vernon Street from Cliff to southern City limit;
  - h. Evergreen Street north of the residential area to George Street intersection;
  - i. Brickyard Road from Bass Avenue to northern City limit.

As mentioned above, this conversion initiative only applies to street lights located on BC Hydro poles. All street lights on stand-alone light standards are the responsibility of the City, and most are already LED.

In conjunction with this initiative (for which it is not possible to opt-out), BC Hydro has made a submission to the BC Utilities Commission for a new rate structure for its street lights. The submission is presently under review. For the first three years, beginning in 2022, the proposed structure will include a supplemental charge of approximately \$5,000 that the City will pay (\$2.06 per light per month). This charge is intended to pay for the net book value of the assets that are being removed prior to end of life – in other words, it funds the undepreciated value of

BC Hydro's assets. After three years, BC Hydro has indicated that the supplemental charge will be removed, at which point the base street light charge will be, in today's dollars, slightly less than the charge under the current rate structure, assuming that all wattages are changed like-for-like.

BC Hydro estimates that, once implemented across the province, it will save 28 GWh/year (or \$1.1 million per year at BC Hydro's marginal cost of energy, at current wholesale market rates), a further 6.7 MW in capacity savings (also valued at \$1.1 million per year based on BC Hydro's long run marginal cost of generation capacity and bulk transmission, and marginal costs of non-bulk transmission and for distribution), a further \$1.2 million reduction in operation and maintenance costs due to the longer lifespan and lower failure rate of LED lights. These savings are offset by a \$3 million per year capital cost amortization. The net sum of the benefits and costs were used by BC Hydro to arrive at a new rate structure, including a temporary supplemental rate, that is being considered by the BC Utilities Commission.<sup>1</sup> Council has resolved to make a submission to the BCUC expressing concern over the proposed supplemental fee.

BC Hydro's team is working on a regional model for the deployment of its crews to do the conversion. Once it has over 75% of a region confirmed, BC Hydro proceeds with scheduling that region. The City of Enderby is part of the Salmon Arm region, for which it is anticipated that the latter will have its detailed selection completed soon. With the City of Enderby and Salmon Arm's inventories taken together, that will bring the region close to 75% confirmed.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

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<sup>1</sup> [https://www.bcuc.com/Documents/Proceedings/2020/DOC\\_59807\\_B-1-BCH-2020-Street-Light-Rates-Application.pdf](https://www.bcuc.com/Documents/Proceedings/2020/DOC_59807_B-1-BCH-2020-Street-Light-Rates-Application.pdf)

# Street light replacement project customer tool kit

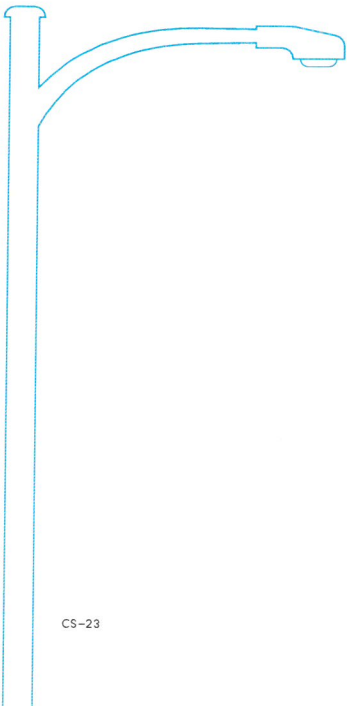
## PROJECT OVERVIEW

### What is the street light replacement project and why is our community participating?

- Over the next three years, BC Hydro will be replacing high pressure sodium (HPS) street lights in communities across the province with energy-efficient LEDs. This is an important project to meet federal regulations that require all light ballasts containing Poly-Chlorinated Biphenyls (PCBs) be removed by the end of 2025.
- Across Canada, many communities are switching to LED street lights for much the same reason people are using them in homes: They use far less energy, are more reliable, last longer, and are more sustainable.
- LED street lights also help improve public safety by increasing the visibility of sidewalks and roads at night, as well as help reduce light pollution.

### When does the project start and how long will it take?

- This project will take BC Hydro two to three years to complete as they must replace lights in communities across the province.
- The project will begin on \_\_\_\_\_ and should complete by \_\_\_\_\_.
- We will be converting \_\_\_\_\_ lights.



CS-23

### What impacts can I expect on my home or business when the street lights are replaced?

- The installation of LEDs is expected to have minimal impacts on residents and businesses.
- You may notice some short-term lane closures or other traffic control in place when crews are working, but access is not expected to be an issue.

### Will the installation of LEDs require an outage to residents and businesses nearby?

- BC Hydro doesn't expect to have to conduct a planned outage during this process.

### How long will installation in my neighbourhood take?

- Installation time of lights in each area will vary, depending on conditions. Generally each individual street light should take the installation crew approximately 30 minutes to complete.
- We are coordinating with BC Hydro to ensure minimal impact to our municipality's projects and traffic.

### Will my street be dark during the installation?

- No, the existing lights will be kept in place until the LED lights are installed and ready to be turned on. In some cases, a combination of the new LED street lights and the current street lights may be in place overnight until installation is complete.

### Who is doing the installation?

- BC Hydro and experienced contractors will be conducting the installations across the province.
- BC Hydro works closely with their contractors to ensure safety of their crews and the public is a top priority.
- The contractor in our region will be \_\_\_\_\_.



## LET'S TALK LIGHTS

### What are LED lights?

- LED stands for Light Emitting Diode. Traditional lighting sources produce light through a filament that eventually burns out. LEDs produce light when electrons move through a semi-conductor.

### What is the difference between wattage and a kelvin?

- Wattage (W) measures the light's energy consumption.
- Kelvin (K) is a temperature scale for the colour of light.

### What are the benefits of LED street lights?

- They consume about 50% less energy than the current high pressure sodium lights.
- Require less maintenance as they have a life span of up to 20 years.
- They also help reduce our carbon footprint.

### How are LED street lights different than the ones we have now?

They are different from the current street lights in several ways:

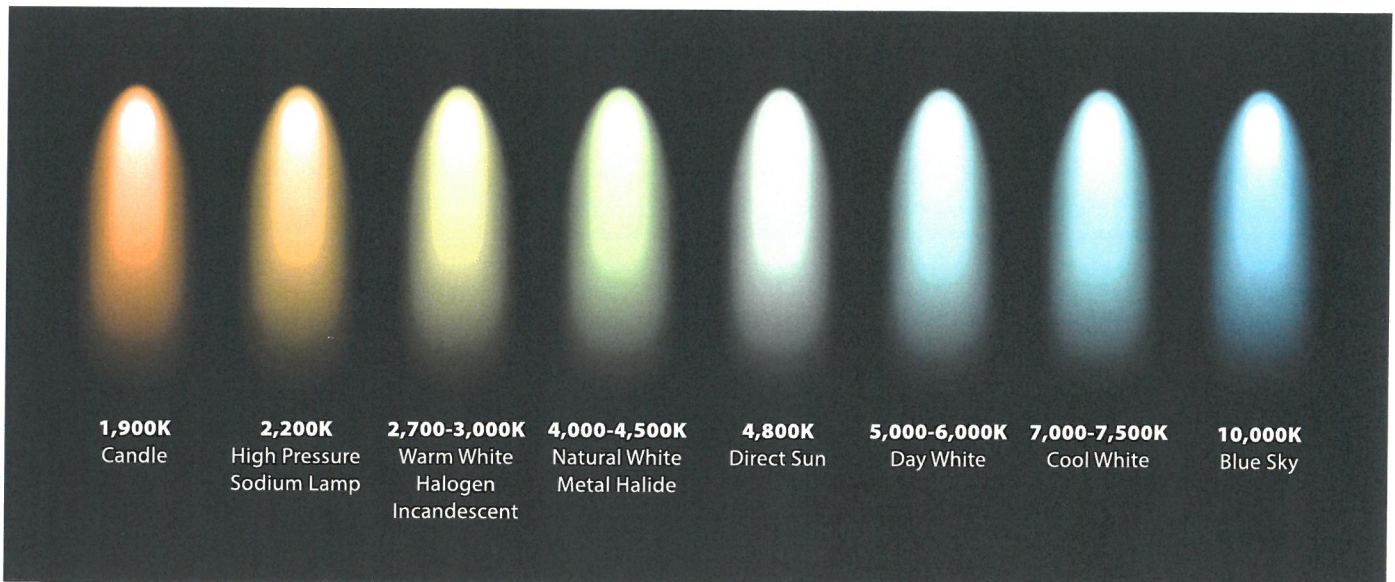
- Lower energy consumption
- They have a lower environmental footprint
- Significantly longer lifespan. On average, LEDs last three times as long as the current lights
- LEDs come in a variety of colours (bright white to yellow orange)
- There is no mercury or other known disposable hazards
- Night visibility will be improved due to higher colour rendering, higher colour temperature, and colour consistency.

### How will the light given off by LEDs be different from the old lights?

- LED street lights produce a whiter and more natural light than the orange light emitted from the existing street lights.
- This whiter light will improve nighttime visibility, which will help improve traffic safety for drivers, bicyclists, and pedestrians.
- LED street lights also make it easier to see the contrast between an object and its surroundings; the result being able to quickly and more accurately identify people, vehicles, road debris and other objects on the road or sidewalk.

## I keep hearing about the colour of a light, what does that mean?

- Colour temperature is a way to describe the light given off by a light bulb. It is measured in degrees of Kelvin (K) on a scale from 1,000 to 10,000. The higher the kelvin rating, the whiter or cooler looking the light is; the lower the kelvin rating the more yellow or warmer looking the light. Communities will have a choice between 3000K and 4000K for each streetlight.



## How were the lights chosen for our community?

- BC Hydro is providing LEDs in a variety of wattages. Each light choice is available in two colour temperatures:
  - 3000K (warm white) and 4000K (cool white).

Our community has chosen \_\_\_\_\_ in residential areas and \_\_\_\_\_ in commercial, industrial areas and intersections.

### Streetlight comparison High pressure sodium vs LED

Current lighting		High efficiency replacement	
HPS wattage	Equivalent	LED wattage	Colour temperature options
100W Flat		39W	
100W Drop		75W	3000K warmer
150W		114W	4000K cooler
200W		162W	

## LEDS AND THE ENVIRONMENT

### What are the environmental benefits from using the new LED street lights?

- LED street lights are more energy efficient, meaning there will be reduction in electricity use when compared to existing street lights.
- LED lights have extremely long lives and they don't have filaments that can quickly burn out. An LED light can last up to 100,000 hours, which means their bulbs won't be filling up landfills.
- Because of their energy efficiency and long lifespan, LED streetlights help to reduce carbon emissions.
- LED lights do not contain toxic chemicals like mercury, unlike traditional high-pressure sodium lamps or mercury-vapor lamps.

### Will using LED streetlights reduce light pollution?

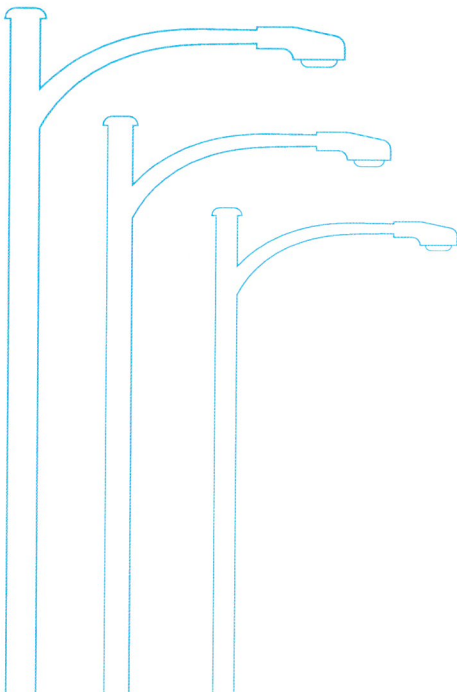
- LED street lights are designed to focus light downward towards the road and sidewalk where it is needed and limits light shining upwards or into nearby property.
- Because of this, nighttime visibility of roads and sidewalks will improve while also reducing light pollution.

### What will happen to the old lights when they are removed?

- Removed fixtures will be disassembled to facilitate recycling

### Where can I get more information about the program?

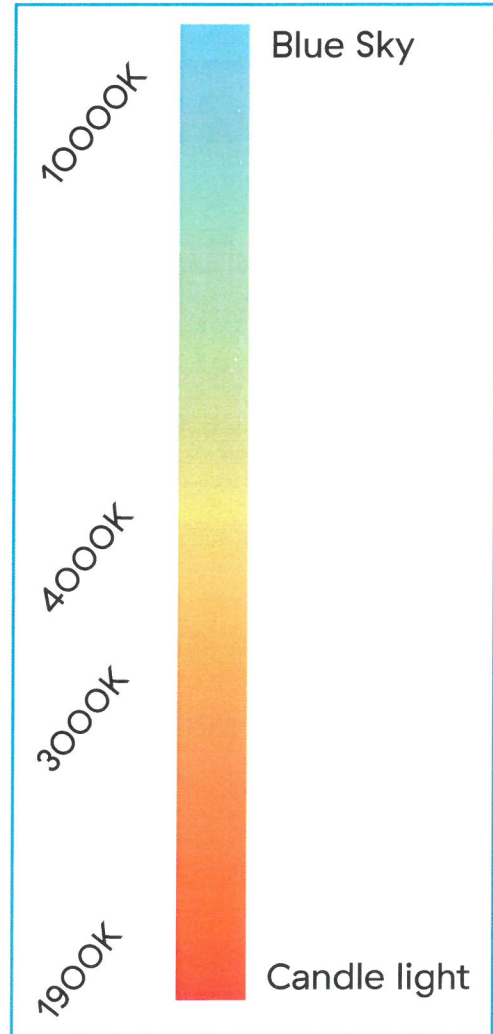
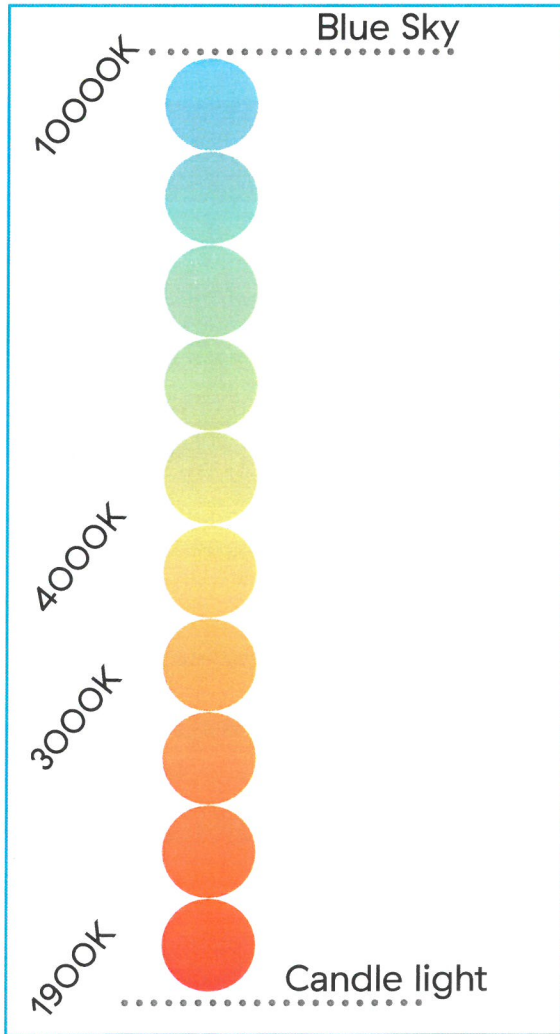
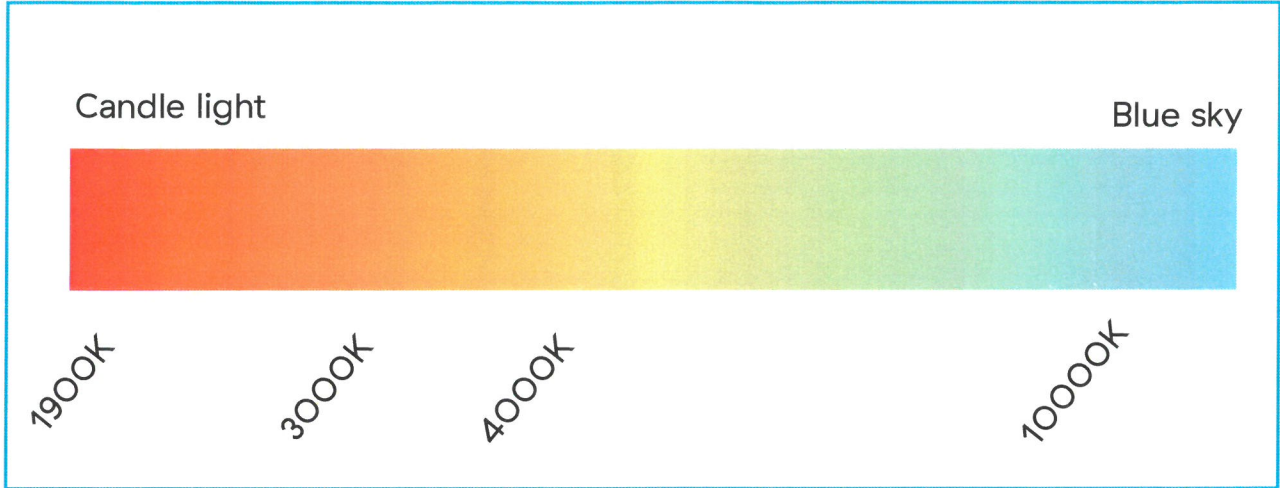
- You can contact us at \_\_\_\_\_ or visit [bchydro.com/streetlightproject](http://bchydro.com/streetlightproject).





# Image gallery

All images and graphics in this gallery are available for your use [here](#).

## Colour temperature



## Kelvin comparison

	Kelvin	Color tone	Typical use
	3000K	Warmer (or softer) white light	<ul style="list-style-type: none"> <li>○ Residential neighbourhoods</li> <li>○ Environmentally sensitive areas</li> </ul>
	4000K	Cooler (or neutral) white light	<ul style="list-style-type: none"> <li>○ Commercial and industrial areas</li> <li>○ Non-residential roadways and intersections</li> </ul>

## Wattage comparisons

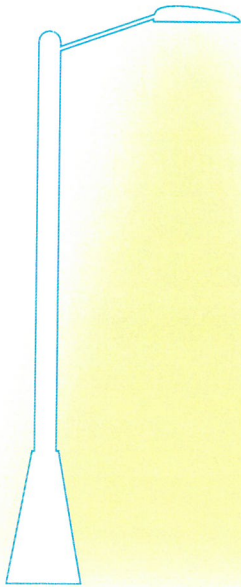
### Streetlight comparison High pressure sodium vs LED

Current lighting		High efficiency replacement	
HPS wattage	Equivalent	LED wattage	Colour temperature options
100W Flat		39W	
100W Drop		75W	3000K warmer
150W		114W	4000K cooler
200W		162W	

## How to spot the difference

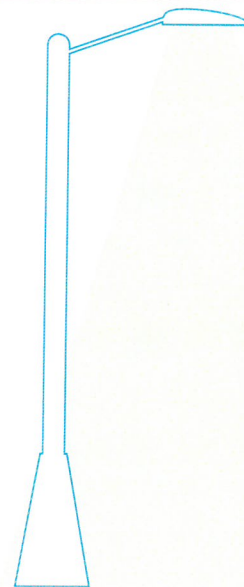
### High-pressure sodium

- Yellow light
- Less direct, focused coverage
- High light spill



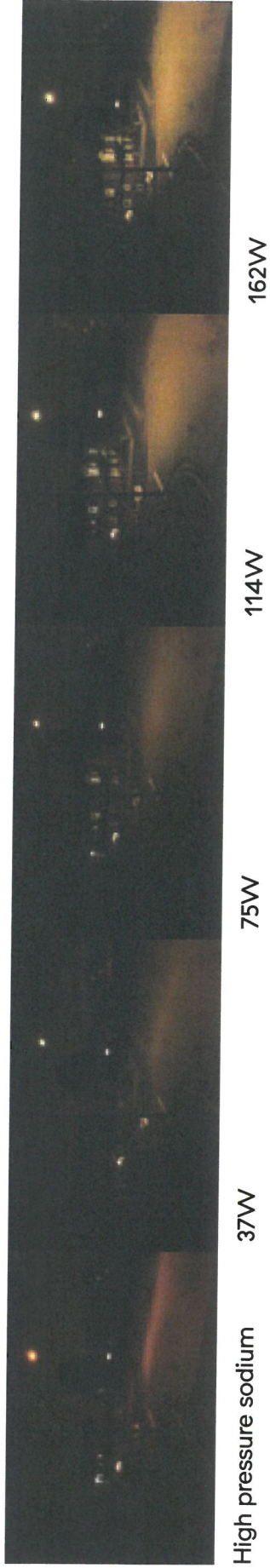
### LED

- White light
- Direct, focused coverage
- Less light spill

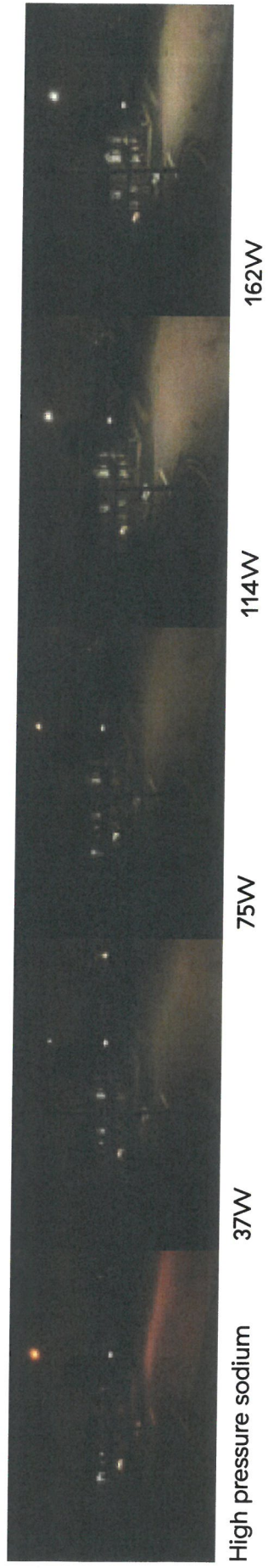


Streetlight comparison  
High pressure sodium vs LED

3000K



4000K





Before and after comparison

Before



100W high pressure sodium



100W high pressure sodium



100W high pressure sodium

After



37W LED 3000K



75W LED 3000K



114W LED 3000K

Colour rendition



37W LED 3000K



37W LED 4000K



75W LED 3000K



75W LED 4000K



114W LED 4000K



162W LED 4000K



114W LED 3000K



162W LED 3000K

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: February 3, 2021  
Subject: Appointment of Mark Tanner as Deputy Approving Officer

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**RECOMMENDATION**


THAT Council appoints Mark Tanner as Deputy Approving Officer for the City of Enderby;  
AND THAT Council authorizes the Mayor and Corporate Officer to execute the attached Indemnity Agreement for the appointment of Mark Tanner as Deputy Approving Officer.

**BACKGROUND**

The City of Enderby contracts with the Regional District of North Okanagan (RNDO) for subdivision approvals. Currently, Greg Routley is appointed as the City's Approving Officer with Caren Walker being appointed as the Deputy Approving Officer. The RDNO has advised that Caren Walker is retiring at the end of February 2021 and are recommending that Mark Tanner be appointed as Deputy Approving Officer for the City; this appointment will allow Mr. Tanner to process subdivision applications in Mr. Routley's absence. Mr. Tanner is a Registered Professional Planner who has been employed as a Planner with the Regional District since April 2018.

Staff are also recommending that the Mayor and Corporate Officer be authorized to execute the attached Indemnity Agreement for the appointment of Mark Tanner as Deputy Approving Officer, which is standard protocol for those appointed to the role.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer

**INDEMNITY AGREEMENT**

**WHEREAS**

- A. Mark Tanner ("TANNER") an employee of the Regional District of North Okanagan ("RDNO") has, with the consent of RDNO, agreed to act as Deputy Approving Officer for the City of Enderby (the "City") and has been appointed as Deputy Approving Officer for the City under Section 77 of the Land Title Act;
- B. It is a condition of the consent of RDNO and the agreement of TANNER to the aforesaid appointment, that the City indemnify TANNER and RDNO on the terms herein set forth;
- C. The granting of this indemnity and the execution of this Agreement by the City under the signature of the Mayor and the Corporate Officer for the City has been duly authorized by resolution of the Council of the City.

**NOW THEREFORE WITNESSETH** that in consideration of the consent of RDNO and TANNER to the appointment of TANNER as Deputy Approving Officer for the City and of the further sum of ONE DOLLAR (\$1.00) now paid by each of RDNO and TANNER to the City and other good and valuable consideration (the receipt and sufficiency whereof is hereby acknowledged by the City) the City hereby covenants and agrees to indemnify and save harmless both TANNER and RDNO together with RDNO's employees and directors generally, from all claims, demands, actions, causes of action and lawsuits generally, and all costs incurred by TANNER or RDNO in relation thereto, hereafter advanced against TANNER or RDNO or any of RDNO's employees or directors, arising directly or indirectly out of:

- 1) The performance or lack of performance by TANNER of his duties as Deputy Approving Officer for the City whether or not such duties are performed negligently, or
- 2) The exercise or lack of exercise by TANNER of his authority or powers as Deputy Approving Officer for the City whether or not such powers or authority are exercised negligently.

The indemnity hereby granted by the City shall survive the termination of TANNER's appointment as Deputy Approving Officer for the City whether by way of TANNER's resignation or otherwise. This indemnity shall extend to all legal costs incurred by RDNO or TANNER in defending any claim advanced against either of them and arising as aforesaid, and in the course of defending any action brought against TANNER as Deputy Approving Officer under Section 89 of the Land Title Act and amendments thereto and successor legislation thereto in force from time to time.

**DATED** at Enderby, British Columbia, this    day of   , 2021.

THE CITY OF ENDERBY

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Mayor

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: February 5, 2021  
Subject: Implementation of Contaminated Sites Regulation

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**RECOMMENDATION**

THAT Council receives this memorandum for information.

**BACKGROUND**

The Environmental Management Act (EMA) and accompanying Contaminated Sites Regulation (CSR) establish the process for the identification and remediation of contaminated sites in BC. This process, which has been in effect since 1997, is intended to bring potentially contaminated sites to the attention of the Province and ensure that these sites are investigated and remediated following shutdown, or before reuse or redevelopment. The provisions established in the EMA and CSR apply to lands used for specific commercial and industrial activities or purposes, whether those activities are currently occurring or have occurred historically.

The EMA and CSR sets out criteria upon which a property owner is required to submit a site profile to the Province either directly (for site decommissioning or foreclosure proceedings) or via local government (for applications for subdivision, development, development variance, zoning, demolition, or soil removal). The CSR had previously allowed for local governments to opt out of administering the regulations, which the City of Enderby chose to do, as did most other communities throughout the North Okanagan; it should be noted that although the City opted out of administering the CSR, property owners within the City were still required to adhere to the regulations.

The CSR has been updated as of February 1, 2021 and the opt out option for local governments has now been removed; given this, the City must now ensure that when a property owner makes one of the following applications, that they confirm whether the property has been used for any industrial or commercial activity listed in Schedule 2 of the CSR (attached to this memorandum as Schedule "B"):

- Subdivision applications;
- Rezoning applications;
- Development Permit applications where soil disturbance is likely; and
- Building Permit applications where soil disturbance is likely.

If a property owner confirms that the property has been used for one of the listed activities in Schedule 2 of the CSR, the owner must complete and submit a Site Disclosure Statement to the Approving Officer

or the City (attached to this memorandum as Schedule “A”), which would then be forwarded to the Province’s Site Registrar. From there, the property owner may need to conduct a preliminary site investigation for the property and work directly with the Province to obtain the necessary approvals. The local development/building application could only proceed once the City receives confirmation from the Province that the property owner has received one of the following:

- i. Certificate of Compliance – issued when remediation has been completed on the property.
- ii. Approval in Principle – approves a proposed remediation plan.
- iii. Determination – the site has been determined not to be contaminated.
- iv. Release notice – issued by the Director in various circumstances ex: where there is no significant risk, or an applicant intends to complete remediation during redevelopment.

A flow chart showing the required process at the municipal level under the CSR is attached to this memorandum as Schedule “C”.

To satisfy the City’s requirements under the CSR, Staff will be updating its building and development application packages to include a Site Disclosure Statement so that applicants can confirm whether a Schedule 2 activity has occurred on the property, with this Site Disclosure Statement to be forwarded to the Province in cases where those activities have been confirmed.

Council should note that given the City’s obligations under the updated CSR, there could likely be significant delays to development/building applications for properties that have been subject to commercial or industrial activities outlined in Schedule 2 of the CSR. Furthermore, the owners of properties that have been used for Schedule 2 activities will be subject to added Provincial costs related to determinations, reviews, certificates and other items that the Province charges for.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer



**SCHEDULE 1  
SITE DISCLOSURE STATEMENT**

**I. CONTACT INFORMATION**

A: SITE OWNER(s) or OPERATOR(s)			
LAST NAME		FIRST NAME(s)	
COMPANY (if applicable)			
ADDRESS - STREET		CITY	
PROVINCE/STATE	COUNTRY		POSTAL CODE
PHONE		E-MAIL	

B: PERSON COMPLETING SITE DISCLOSURE STATEMENT (Leave blank if same as above)	
<input type="checkbox"/> Agent authorized to complete form on behalf of the owner or operator	
LAST NAME	FIRST NAME(s)
COMPANY (if applicable)	

C: PERSON TO CONTACT REGARDING THE SITE DISCLOSURE STATEMENT			
LAST NAME		FIRST NAME(s)	
COMPANY (if applicable)			
ADDRESS - STREET		CITY	
PROVINCE/STATE	COUNTRY		POSTAL CODE
PHONE		E-MAIL	

**II. SITE INFORMATION**

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude			Longitude		
DEGREES	MINUTES	SECONDS	DEGREES	MINUTES	SECONDS

Attach a map of appropriate scale showing the location and boundaries of the site.



**For Legally Titled, Registered Property**

SITE ADDRESS (or nearest street name/intersection if no address assigned)	
CITY	POSTAL CODE

PID	Land Description	Add	Delete
		+	-
		+	-

**For Untitled Crown Land**

**PIN** numbers and associated Land Description (if applicable)

PIN	Land Description	Add	Delete
		+	-
		+	-

And if available

Crown Land File Numbers	Add	Delete
	+	-
	+	-

**III. INDUSTRIAL OR COMMERCIAL PURPOSES OR ACTIVITIES**

Has the site been used for any industrial or commercial purposes or activities described in [SCHEDULE 2](#) of the Contaminated Sites Regulation?

Yes       No

If you answered YES to the question above, please indicate below, in the format of the example provided, which of the industrial or commercial purposes or activities have occurred or are occurring on this site.

**EXAMPLE**

Schedule 2 Reference	Description
E1	appliance, equipment or engine maintenance, repair, reconditioning, cleaning or salvage
F10	solvent manufacturing, bulk storage, shipping or handling

Schedule 2 Reference	Description	Add	Delete
		+	-
		+	-

**IV. ADDITIONAL INFORMATION**

1. Provide a brief summary of the planned activity and proposed land use at the site.

2. Indicate the information used to complete this site disclosure statement including a list of record searches completed.

3. List any past or present government orders, permits, approvals, certificates or notifications pertaining to the environmental condition of the site. *(Attach extra pages, if necessary):*

## V. DECLARATIONS

1. Exemptions (See the Contaminated Sites Regulation, Division 3 of Part 2):

Does the application qualify for an exemption from submitting a site disclosure statement?

Yes                       No

If yes, indicate which exemption applies \_\_\_\_\_

2. Where a municipal approval is not required, please indicate the reason for submission directly to the registrar:

Under Order                       Foreclosure                       CCAA Proceedings                       BIA Proceedings  
 Decommissioning                       Ceasing Operations

**By signing below, I confirm that the information in this form is complete and accurate to the best of my knowledge:**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE SIGNED (YYYY-MM-DD)

## APPROVING AUTHORITY CONTACT INFORMATION

NAME	AGENCY
ADDRESS	
PHONE	E-MAIL

Reason for submission (Please check one or more of the following):

Building Permit                       Subdivision                       Zoning                       Development Permit

\_\_\_\_\_  
DATE RECEIVED (YYYY-MM-DD)

\_\_\_\_\_  
DATE SUBMITTED TO REGISTRAR (YYYY-MM-DD)

**SCHEDULE 2**

[am. B.C. Regs. 17/2002, s. 16; 239/2007, s. 5; 343/2008, s. 12; 62/2013, s. 1; 253/2016, s. 16.]

**INDUSTRIAL AND COMMERCIAL PURPOSES AND ACTIVITIES**

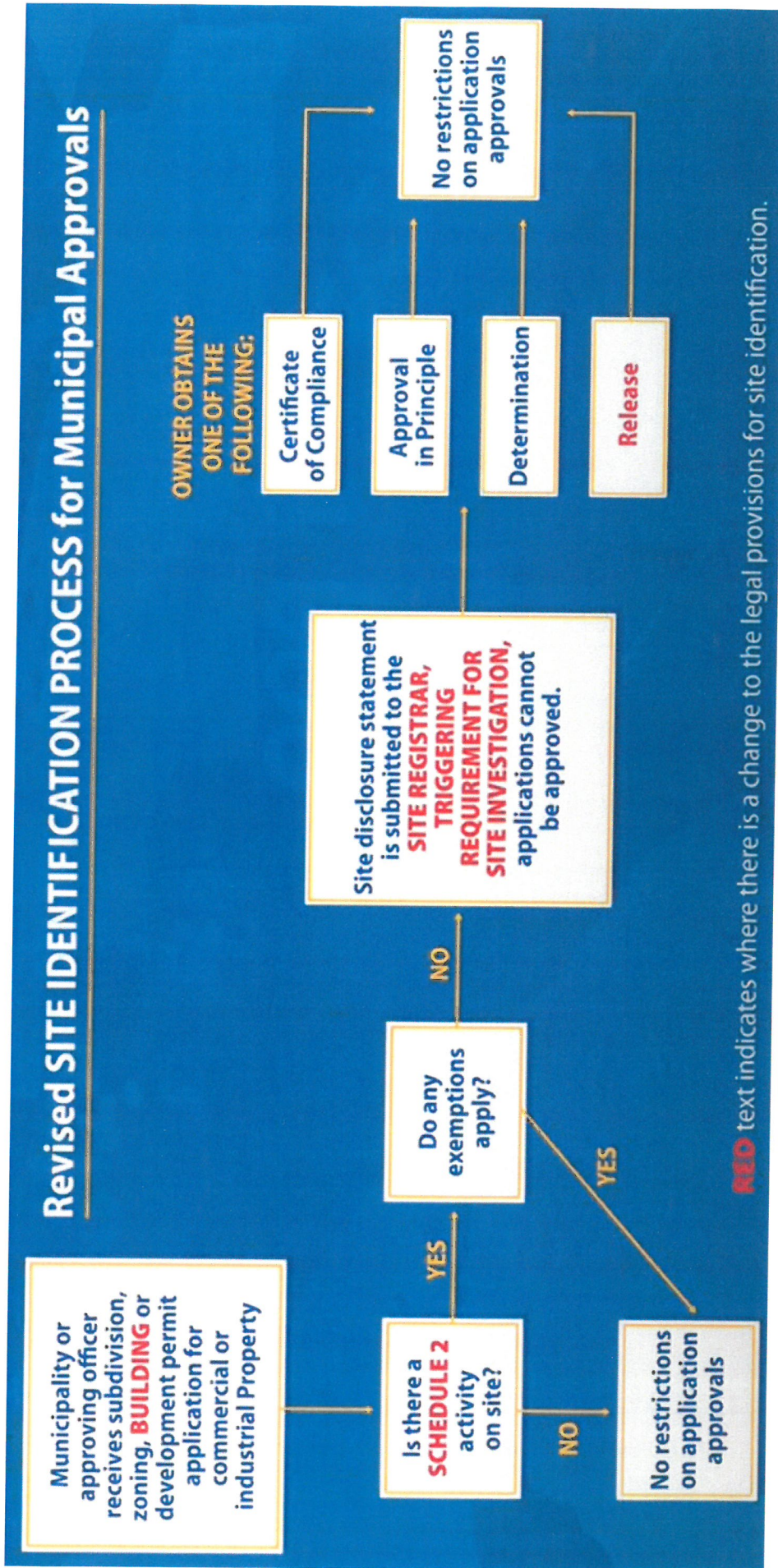
COLUMN 1 Item	COLUMN 2 Purpose or Activity
<b>A</b>	<b>Chemical industries and activities</b> <ol style="list-style-type: none"> <li>1. adhesives manufacturing or wholesale bulk storage</li> <li>2. chemical manufacturing or wholesale bulk storage</li> <li>3. explosives or ammunition manufacturing or wholesale bulk storage</li> <li>4. fire retardant manufacturing or wholesale bulk storage</li> <li>5. fertilizer manufacturing or wholesale bulk storage</li> <li>6. ink or dye manufacturing or wholesale bulk storage</li> <li>7. leather or hides tanning</li> <li>8. paint, lacquer or varnish manufacturing, formulation, recycling or wholesale bulk storage</li> <li>9. pharmaceutical products, or controlled substances as defined in the <i>Controlled Drugs and Substances Act</i> (Canada), manufacturing or operations</li> <li>10. plastic products (foam or expanded plastic products) manufacturing</li> <li>11. textile dyeing</li> <li>12. pesticide manufacturing, formulation or wholesale bulk storage</li> <li>13. resin or plastic monomer manufacturing, formulation or wholesale bulk storage</li> </ol>
<b>B</b>	<b>Electrical equipment and activities</b> <ol style="list-style-type: none"> <li>1. battery (lead acid or other) manufacturing or wholesale bulk storage</li> <li>2. communications stations using or storing equipment that contains PCBs</li> <li>3. electrical equipment manufacturing, refurbishing or wholesale bulk storage</li> <li>4. electrical transmission or distribution substations</li> <li>5. electronic equipment manufacturing</li> <li>6. transformer oil manufacture, processing or wholesale bulk storage</li> <li>7. electrical power generating operations fuelled by coal or petroleum hydrocarbons and supplying electricity to a community or commercial or industrial operation</li> </ol>
<b>C</b>	<b>Metal smelting, processing or finishing industries and activities</b> <ol style="list-style-type: none"> <li>1. foundries or scrap metal smelting</li> <li>2. galvanizing</li> <li>3. metal plating or finishing</li> <li>4. metal salvage operations</li> <li>5. nonferrous metal smelting or refining</li> <li>6. welding or machine shops (repair or fabrication)</li> </ol>
<b>D</b>	<b>Mining, milling or related industries and activities</b> <ol style="list-style-type: none"> <li>1. asbestos mining, milling, wholesale bulk storage or shipping</li> <li>2. coal coke manufacture, wholesale bulk storage or shipping</li> <li>3. coal or lignite mining, milling, wholesale bulk storage or shipping</li> <li>4. milling reagent manufacture, wholesale bulk storage or shipping</li> <li>5. nonferrous metal concentrate wholesale bulk storage or shipping</li> <li>6. nonferrous metal mining or milling</li> </ol>

COLUMN 1 Item	COLUMN 2 Purpose or Activity
<b>E</b>	<b>Miscellaneous industries, operations or activities</b> <ol style="list-style-type: none"> <li>1. appliance, equipment or engine repair, reconditioning, cleaning or salvage</li> <li>2. ash deposit from boilers, incinerators, or other thermal facilities</li> <li>3. asphalt tar manufacture, wholesale storage and distribution</li> <li>4. coal gasification (manufactured gas production)</li> <li>5. medical, chemical, radiological or biological laboratories</li> <li>6. rifle or pistol firing ranges</li> <li>7. road salt storage facilities</li> <li>8. measuring instruments (containing mercury) manufacture, repair or wholesale bulk storage</li> <li>9. dry cleaning facilities or operations and dry cleaning chemical storage</li> <li>10. sites which have been or likely have been contaminated by substances migrating from other properties</li> <li>11. controlled substances, as defined in the <i>Controlled Drugs and Substances Act</i> (Canada), manufacturing or operations</li> </ol>
<b>F</b>	<b>Petroleum and natural gas drilling, production, processing, retailing, distribution and storage other than the storage of residential heating fuel in tanks</b> <ol style="list-style-type: none"> <li>1. petroleum or natural gas drilling</li> <li>2. petroleum or natural gas production facilities</li> <li>3. natural gas processing</li> <li>4. petroleum coke manufacture, wholesale bulk storage or shipping</li> <li>5. petroleum product, other than compressed gas, dispensing facilities, including service stations and card locks</li> <li>6. petroleum, natural gas or sulphur pipeline rights of way excluding rights of way for pipelines used to distribute natural gas to consumers in a community</li> <li>7. petroleum product, other than compressed gas, or produced water storage in above ground or underground tanks</li> <li>8. petroleum product, other than compressed gas, wholesale bulk storage or distribution</li> <li>9. petroleum refining wholesale bulk storage or shipping</li> <li>10. solvent manufacturing or wholesale bulk storage</li> <li>11. sulphur handling, processing or wholesale bulk storage and distribution</li> </ol>
<b>G</b>	<b>Transportation industries, operations and related activities</b> <ol style="list-style-type: none"> <li>1. aircraft maintenance, cleaning or salvage</li> <li>2. automotive, truck, bus, subway or other motor vehicle repair, salvage or wrecking</li> <li>3. bulk commodity storage or shipping (e.g. coal)</li> <li>4. dry docks, ship building or boat repair and maintenance, including paint removal from hulls</li> <li>5. marine equipment salvage</li> <li>6. rail car or locomotive maintenance, cleaning, salvage or related uses, including railyards</li> <li>7. truck, rail or marine bulk freight handling</li> </ol>

Schedule 2

COLUMN 1 Item	COLUMN 2 Purpose or Activity
<b>H</b>	<b>Waste disposal and recycling operations and activities</b>
	<ol style="list-style-type: none"> <li>1. antifreeze bulk storage or recycling</li> <li>2. barrel, drum or tank reconditioning or salvage</li> <li>3. battery (lead acid or other) recycling</li> <li>4. biomedical waste disposal</li> <li>5. bulk manure stockpiling and high rate land application or disposal (nonfarm applications only)</li> <li>6. construction demolition material, including without limitation asphalt and concrete, landfilling</li> <li>7. contaminated soil storage, treatment or disposal</li> <li>8. dredged waste disposal</li> <li>9. drycleaning waste disposal</li> <li>10. electrical equipment recycling</li> <li>11. industrial waste lagoons or impoundments</li> <li>12. industrial waste storage, recycling or landfilling</li> <li>13. industrial woodwaste (log yard waste, hogfuel) disposal</li> <li>14. mine tailings waste disposal</li> <li>15. municipal waste storage, recycling, composting or landfilling</li> <li>16. organic or petroleum material landspreading (landfarming)</li> <li>17. sandblasting waste disposal</li> <li>18. septic tank pumpage storage or disposal</li> <li>19. sewage lagoons or impoundments</li> <li>20. hazardous waste storage, treatment or disposal</li> <li>21. sludge drying or composting</li> <li>22. street or yard snow removal dumping</li> <li>23. waste oil reprocessing, recycling or bulk storage</li> <li>24. wire reclaiming operations</li> </ol>
<b>I</b>	<b>Wood, pulp and paper products and related industries and activities</b>
	<ol style="list-style-type: none"> <li>1. particle board manufacturing</li> <li>2. pulp mill operations</li> <li>3. pulp and paper manufacturing</li> <li>4. treated wood storage at the site of treatment</li> <li>5. veneer or plywood manufacturing</li> <li>6. wafer board manufacturing</li> <li>7. wood treatment (antispain or preservation)</li> <li>8. wood treatment chemical manufacturing, wholesale bulk storage</li> <li>9. sawmills</li> </ol>

Schedule 'C'



**RED** text indicates where there is a change to the legal provisions for site identification.

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: February 10, 2021  
Subject: Limiting Residential Floor Space on Ground Floor of Commercial Zones

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**RECOMMENDATION**

THAT pursuant to Section 463 (2) of the *Local Government Act*, Council directs Staff to prepare a bylaw to amend the Zoning Bylaw to limit the extent that residential floor space can occur on the ground floor of commercial buildings in the General Commercial (C.1), Highway and Tourist Commercial (C.2) and Service Commercial (C.4) zones.

**BACKGROUND**

The City of Enderby recently considered a development application that proposed a significant amount of residential floor space on the ground floor of a commercially zoned property. As per the City's Zoning Bylaw regulations in the commercial zones, residential dwelling units are permitted entirely above or behind a commercial use as long as the maximum permitted gross density limits are not exceeded. The Zoning Bylaw does not include any limit on the extent to which a ground floor can be used for residential purposes, as long as it is located behind a commercial floor space; Staff have identified this as being problematic as there could be a scenario where the vast majority of the ground floor of a commercial building could be used for residential purposes, as long as there is a nominal commercial space in the front. Over time, this could result in the City's ground floor commercial floor space being eroded in lieu of residential uses, which could have significant impacts on the local economy and the vitality of the commercial core.

The intent of the Zoning provision which permits residential dwelling units entirely above or behind a commercial use is to allow for an *ancillary* residential use to accompany a *principal* commercial use on a property; this arrangement supports additional residential development within the community, while also providing a financial boost to local businesses by allowing business owners to live above the premises, or realize additional income through renting the dwelling unit(s). However, if this Zoning provision enables commercial floor space to be minimized at the expense of residential uses, that original intent is not being achieved.

To find a balance between the preservation of commercial floor space while enabling ancillary residential uses to occur within commercial zones, it is recommended that Council directs Staff to prepare a bylaw to amend the Zoning Bylaw to limit the extent that residential floor space can occur on the ground floor of commercial buildings in the General Commercial (C.1), Highway and Tourist



Commercial (C.2) and Service Commercial (C.4) zones. Limiting residential floor space on the ground floor of commercial buildings could be achieved through a number of different means, such as prescribing maximum floor space percentages (i.e. residential floor space shall not exceed 40% of ground floor).

It should be noted that pursuant to Section 463 of the *Local Government Act*, by directing Staff to prepare a bylaw to limit the extent that residential floor space can occur on the ground floor of commercial buildings, the City may withhold Building Permits for any proposed developments that are in conflict with a bylaw that is in preparation and, subject to the adoption of the bylaw in preparation, may refused to issue a Building Permit that is inconsistent with it. In other words, it prevents in-stream protection for applicants to the extent that their application may be in consistent with a bylaw in preparation under Section 463 (2) of the *Local Government Act*, while the matter is being researched, considered, and moved through the legislative process.

Subject to Council approval of this resolution, this matter will be brought forward later in 2021 as part of the Zoning Bylaw update that is already in progress, but if there is a Building Permit application submitted in the meantime which conflicts with the bylaw in preparation, and may necessitate the Building Permit to be withheld, an amendment bylaw would be advanced to Council independent of the broader Zoning Bylaw review. It should be noted that if Council adopts the subsequent Zoning Bylaw amendment bylaw which limits the extent that residential floor space can occur on the ground floor of commercial buildings, any existing residential uses within commercial zones that do not comply with those limitations would be considered legally non-conforming or 'grandfathered', in accordance with Division 14 of the *Local Government Act*.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: February 8, 2021  
Subject: Regional Growth Strategy Boundary Review – Comments on Draft Recommendations

---

**RECOMMENDATION**

THAT Council directs Staff to send correspondence to the Regional District of North Okanagan confirming that the City of Enderby does not have any comments regarding the Regional Growth Strategy Boundary Review draft recommendations but stating that the City supports the local jurisdictions' autonomy with respect to local land use planning as expressed in Policy UC- 2.2 of the North Okanagan Regional Growth Strategy.

**BACKGROUND**

The Regional District of the North Okanagan (RDNO) adopted the North Okanagan Regional Growth Strategy (RGS) on September 21, 2011. The purpose of an RGS is to promote human settlement that is socially, economically and environmentally sustainable and makes efficient use of public facilities and services, land and other resources.

A number of proposed amendments were identified through the RGS 5-year review process, and these proposed amendments informed the development of Regional Growth Strategy Amendment Bylaw No. 2846, 2019, which was adopted by the RDNO Board on May 20, 2020. One of the key changes to the RGS is that if a member municipality receives an Official Community Plan (OCP) amendment application that is not consistent with the Future Growth Area boundaries of the RGS, or the municipality wishes to advance an Agricultural Land Reserve (ALR) Exclusion application that is not consistent with the Future Growth Area boundaries of the RGS, there is no requirement to apply to the RDNO to amend the RGS; instead, the member municipality is simply encouraged to refer the application (if regionally significant) to the Regional Growth Strategy Support Team and RDNO Board for comment. If, through an application process, a member municipality successfully removes lands from the ALR and/or designates lands for urban scale development, a change to the mapping and designations of the RGS would occur during the 5 year review to reflect that change.

The RDNO is now completing a review of the Future Growth Area boundaries of the RGS. RDNO Staff reviewed lands proposed by member municipalities for designation as Future Growth Areas, and analyzed the proposed designation based on prescribed review criteria; this assessment resulted in draft recommendations for amendments to the Future Growth Area boundaries of the RGS, which are now being forwarded to all member municipal councils for information and comment.

The City of Enderby has had its Future Growth Area boundaries re-affirmed relatively recently in 2014, as part of a major OCP rewrite that involved meetings with Agricultural Land Commission (ALC) Technical Staff. The City's Future Growth Area boundaries as shown in the RGS are consistent with the City's planning to date. Any specific adjustment can be reviewed on its merits at any time, without requiring an amendment to the RGS.

Given that the few properties within the City designated as Rural Protection Areas are viable farm land located within the ALR, should these properties wish to develop they will require an ALR exclusion from the ALC regardless of their designation in the RGS. As the City is not implicated by any of the Regional Growth Strategy Boundary Review draft recommendations, Staff are recommending that correspondence be sent to the RDNO confirming that the City of Enderby does not have any comments regarding the draft recommendations. However, Staff are recommending that the correspondence states that the City of Enderby supports the local jurisdictions' autonomy with respect to local land use planning, as expressed in Policy UC-2.2 of the RGS which states:

*UC-2.2-The Board encourages communities to consider amending rural protection boundaries during the RGS 5-Year review process (See UC-2.4) which will take into account the Boundary Review Criteria. The Board respects local jurisdictions' land use autonomy under Part 14 of the Local Government Act to determine land use in the Rural Protection Area while still trying to discourage sprawl. Each local authority will ensure that its' respective Official Community Plan:*

- *Recognizes the Rural Protection Boundary as shown in the RGS;*
- *Identifies any local areas desired for future growth that may infringe upon the Rural Protection Areas;*
- *Addresses, to the extent that is reasonable, the difference between the OCP growth areas and the Rural Protection boundaries of the RGS in the Regional Context Statement as per Section 447 of the Local Government Act.*

*If, through an application process, a municipality successfully removed lands from the ALR and/or are designated for urban scale development, a change to the mapping and designations of the RGS would occur during the 5 year review to reflect that change. It is recommended that any regionally significant changes to the land use designations be referred to the Regional Growth Strategy Support Team for technical review and comment on regional implications and the Board of Directors as per Section 475 of the Local Government Act.*

Correspondence was received from the General Manager of Planning and Building for the RDNO, discussing the Regional Growth Strategy Boundary Review process and requesting comment from the member municipal councils on the draft recommendations; this correspondence, which included a significant amount of background information, is circulated under separate cover through a link on the City's website under the February 15, 2021 Council Agenda page.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Planner and Deputy Corporate Officer  
Date: February 10, 2021  
Subject: Timing of City of Enderby Housing Strategy Planning Process

---

**RECOMMENDATION**

THAT Council receives this memorandum for information.

**BACKGROUND**

In November of 2020, Council received the City of Enderby Housing Needs Assessment Report which framed the community's local housing profile, identified challenges and gaps in the housing stock, and identified the strengths and opportunities available to the City. Upon receipt of the Housing Needs Assessment Report, Council directed Staff to use the Report as a foundation for developing a City of Enderby Housing Strategy.

In December of 2020, the Regional District of North Okanagan (RDNO) Board directed RDNO Staff to initiate a Regional Affordable Housing Strategy planning process. Attached is the proposed Terms of Reference for the Regional Affordable Housing Strategy, which have been endorsed by the RDNO Regional Growth Management Committee and are being advanced to the Board of Directors for ratification at the February 17, 2021 Board meeting.

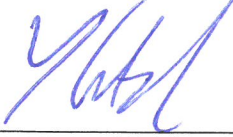
As per the Terms of Reference, the planning process is to commence in February 2021 and will be carried out over three phases, which include:

1. Project initiation – February 2021
2. Stakeholder engagement – April 2021
3. Plan development, revisions and endorsement – May-June 2021

It is anticipated that the Regional Affordable Housing Strategy will identify a range of solutions and tools that member municipalities can consider for implementation, in order to address the backlog and future anticipated housing needs at the regional and local scale. Given that the City's local Housing Strategy will be informed by the outcomes of the Regional Affordable Housing Strategy, it is not anticipated that the City's local planning process would be initiated until the regional planning process is completed in the summer of 2021; this timing will ensure that the two planning processes are

harmonized and will provide the best opportunity for the City to implement meaningful solutions to address its housing challenges.

Respectfully Submitted,



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Kurt Inglis  
Planner and Deputy Corporate Officer



# STAFF REPORT

**TO:** Regional Growth Management  
Advisory Committee

**FROM:** Planning Department

**SUBJECT:** Regional Affordable Housing Strategy - Terms of Reference

**File No:** 3045.01.04

**Date:** February 3, 2021

**RECOMMENDATION:**

That the Regional Affordable Housing Strategy Terms of Reference attached to the Planning Department report dated February 3, 2021 be endorsed.

**SUMMARY:**

At the December 16, 2020 regular meeting of the Board of Directors the following resolution was passed:

*That staff be directed to initiate, in house, the development of a Regional Housing Strategy with support from the Regional Growth Strategy Support team; and further,*

*That staff be directed to apply for funding from UBCM to cover the costs of a peer review of the draft plan.*

Attached as Schedule A are the Terms of Reference for the Regional Affordable Housing Strategy. The planning process is to commence in February 2021 and will be carried out over three phases as outlined in the Terms of Reference.

The UBCM Poverty Reduction Planning & Action Program grant was contemplated to fund this work however upon further review it was felt these funds should be pursued during implementation where the RDNO could apply for up to \$150,000 for on the ground actions. The majority of the work associated with this planning process will be covered within the existing capacity and budget of the (031) Regional Planning Service. Funding has been allocated within the 031 budget with up to \$10,000 to hire a consultant to provide a peer review of the draft Regional Affordable Housing Strategy. The goal of this review is to have an independent assessment of the plan to identify any other solutions and opportunities to address the region's housing affordability challenge.

**DISCUSSION:**

There needs to be a shared regional response to existing and emerging housing demands. Working towards a diverse and affordable housing stock is an important foundation for supporting growth and responding to changes in population and housing trends. The attached Terms of Reference will guide the planning process resulting in priorities and policies to increase the supply, diversity and affordability of housing. Further to this point the Regional Affordable Housing Strategy would contain two components:

Report to: Regional Growth Management Advisory Committee  
From: Planning Department  
Re: Regional Affordable Housing Strategy - Terms of Reference

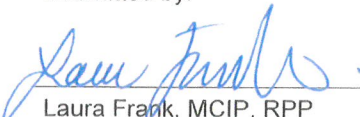
File No.: 3045.01.04  
Date: February 3, 2021  
Page 2 of 2

1. Regional Goals, Objectives and Strategies.
2. Local Opportunities for Councils, First Nations and the Electoral Areas to consider.

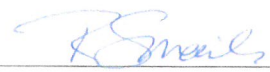
The Terms of Reference provide: Background; Purpose; Goal; Regional Profile; Objectives and Scope of Work; Timing of Work; and Funding.

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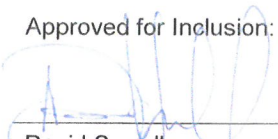
Submitted by:

  
\_\_\_\_\_  
Laura Frank, MCIP, RPP  
Regional Planning Projects Manager

Reviewed and endorsed by:

  
\_\_\_\_\_  
Rob Smailes, MCIP, RPP  
General Manager, Planning and Building

Approved for Inclusion:

  
\_\_\_\_\_  
David Sewell  
Chief Administrative Officer

## Regional Affordable Housing Strategy Terms of Reference



### BACKGROUND

The Regional District of North Okanagan (RDNO) was successful in securing funds from UBCM to carry out a Regional Housing Needs Assessment in 2020. The purpose of the Assessment was to better understand and be in a position to respond to local housing needs and to fulfill the provincial legislative requirement for Municipalities and Regional Districts to have completed a Housing Needs Assessment by April of 2022. The assessment is now complete and at the December 16, 2020 regular meeting of the Board of Directors the following resolution was passed:

*That staff be directed to initiate, in house, the development of a Regional Housing Strategy with support from the Regional Growth Strategy Support team.*

### PURPOSE

There needs to be a shared regional response to existing and emerging housing demands. Working towards a diverse and affordable housing stock is an important foundation for supporting growth and responding to changes in population and housing trends. It was felt that with a Regional Affordable Housing Strategy the smaller communities would be in a better position to respond to and support existing and new non-market, market and rental housing stock. Through the development of such a plan there is also an opportunity to discuss a regionally coordinated housing and homelessness response.

### GOAL

Staff acknowledge each community will have their own unique approach to addressing housing affordability, however, based on the findings of the Regional Housing Needs Assessment there is an opportunity to initiate dialogue on solutions and what tools may be available to address the backlog and future anticipated needs at the regional and local scale. The goal is to focus planning resources on priorities and policies to increase the supply, diversity and affordability of housing. Further to this point the Regional Affordable Housing Strategy would contain two components:

1. Regional Goals, Objectives and Strategies.
2. Local Opportunities for Councils First Nations and the Electoral Areas to consider.



# Regional Affordable Housing Strategy Terms of Reference

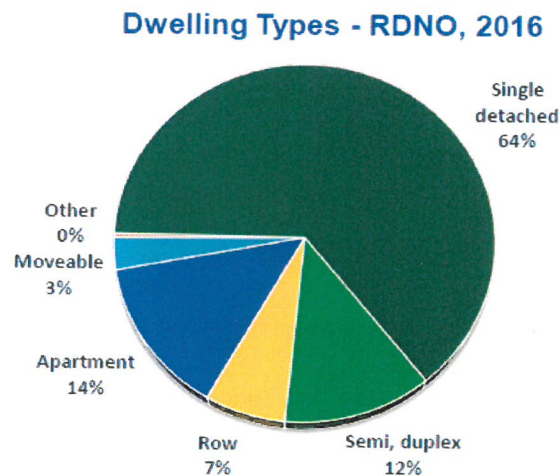


## REGIONAL PROFILE

This Regional Affordable Housing Strategy would encompass the RDNO's Member Municipalities, Electoral Areas and First Nation communities. There are six incorporated communities, five electoral areas and two first nations within the geographic boundaries of the RDNO. Together these communities are home to approximately 84,300 people (2016 Census) living in 40,000 dwellings. Almost three quarters (72%) of the population are clustered in and around the central city of Vernon (including Coldstream, Electoral Areas B & C, and the Okanagan Indian Band, which Statistics Canada delineates as the Census Area, CA).

A regional approach is particularly beneficial when considering the needs across the housing continuum, as it is unlikely that any single one of the 13 communities in the North Okanagan could address the full range of affordable housing needs of the region. The vast majority of homes across the region are single detached, especially in the smaller communities. Mobile and moveable homes account for only 3% of all housing but are most prominent in the more rural Electoral Areas (D, E, F) and on the two First Nations Reserves.

The regional housing profile below indicates that the majority of housing within the region are single detached dwellings. While the projected dwelling type requirements indicate a need for half of new builds in either 2 bedroom apartments or small ranchers; one quarter in studio suites or 1 bedroom apartments and the remaining quarter in 3 + bed single family dwellings.

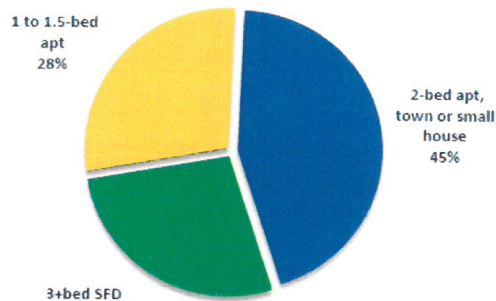


# Regional Affordable Housing Strategy Terms of Reference



Estimated Dwelling Requirements by Type (RDNO)			
	2016-21	2021-26	2026-31
1 to 1.5-bed apt	545 - 607	452 - 503	451-502
2-bed apt, town or small house	854-952	708-789	706-787
3+bed SFD	524-584	434-484	433-483

Projected Dwelling Type Requirements  
2021-26



## OBJECTIVES AND SCOPE OF WORK

Based on discussions with the Regional Growth Strategy Support Team (RGSST) and with the Board of Directors there was general support to initiate this work in-house with input provided throughout the process by the RGSST and key stakeholders.

The objectives of the strategy are to be determined during the planning process but may include:

1. Establish a shared commitment to addressing the affordable housing challenge;
2. Increase the diversity, affordability and supply of housing;
3. Promote, support and protect rental housing;
4. Reduce barriers to developing affordable housing;
5. Strengthen partnerships and build awareness.

## Regional Affordable Housing Strategy Terms of Reference



The Regional District is proposing three phases for establishing the Regional Affordable Housing Strategy:

### PHASE I - PROJECT INITIATION

- Early in the process, First Nations will be contacted to ascertain how / if they would like to participate in the planning process and to determine their objectives;
- Review and highlight the key findings of the Regional Housing Needs Assessment;
- Review local Housing Strategies (Member Municipalities and First Nations);
- Review other Regional District Affordable Housing Strategies;
- Identify Regional Goals, Objectives and Strategies
  - Assistance from the Regional Growth Strategy Support Team and
  - Regional Growth Management Advisory Committee;
- Identify Local Opportunities for Affordable Housing for Councils and Electoral Areas to consider.

### PHASE II - STAKEHOLDER ENGAGEMENT

- The Regional Growth Strategy Support Team will act as the Steering Committee. The RGSST will assist in overseeing the planning process which includes: identifying community issues; providing feedback on the proposed strategy; assisting with engaging stakeholders in the planning process; and reviewing / discussing the draft plan.
- The Regional Housing Roundtable will be consulted to discuss and review the draft plan. Staff anticipate additional solutions or challenges may be identified by these stakeholders which are to be addressed through the planning process.

### PHASE III - REVISIONS AND ENDORSEMENT

1. Prepare and present the Regional Affordable Housing Strategy and based on support from the Regional Growth Management Advisory Committee initiate the referral and approval process, including:
  - Referral to Member Municipal Councils, Electoral Areas and First Nations for review and comment.

## Regional Affordable Housing Strategy Terms of Reference



2. Revise the Regional Affordable Housing Strategy based on the feedback received from the RGSST; Stakeholders with the Regional Housing Roundtable; General Public (Virtually), Member Municipalities; Electoral Areas; First Nations and Regional Growth Management Advisory Committee.
  - o Refer the final plan to all stakeholders;
  - o Request acceptance of the plan by the Board of Directors.

### TIMING OF WORK

The goal is for the Planning Process to start in February of 2021.

Phase I - February 2021

Phase II - April 2021

Phase III - May-June 2021

### FUNDING

The majority of the work associated with this planning process will be covered with the existing capacity and budget of the (031) Regional Planning Service. Funding has been allocated within the 031 budget (up to \$10,000) to hire a consultant to provide a peer review of the draft Regional Affordable Housing Strategy. The goal of this review is to have an independent assessment of the plan to identify any other solutions and opportunities to address the Housing Affordability challenge.

The UBCM Poverty Reduction Planning & Action Program grant was contemplated to fund this work however upon further review it was felt these funds should be pursued during implementation where the RDNO could apply for up to \$150,000 for actions. For example an awareness campaign on the benefits of affordable housing (opportunity to reduce stigma around poverty and promote social inclusion) could be pursued. Pilot projects to assist key populations living with low incomes and providing supports would also qualify.

Policy Title	DECISIONS ON DELEGATION REQUESTS
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<u>Effective Date:</u>	<u>Adopted by:</u> Mayor and Council Regular meeting of _____	<u>Replaces:</u>  N/A
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**PURPOSE:** To provide adequate time for consideration, research, and consultation in respect of a request made by a delegation to a Council meeting.

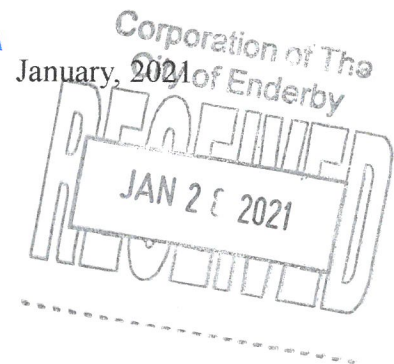
**POLICY:**

1. Until such time as the City of Enderby Council Procedures Bylaw is amended to include a procedural rule in respect of the subject matter, this policy shall guide the proceedings of Council meetings.
2. Council shall not act on a request from a delegation until the next regular meeting, unless consent by a two-thirds vote of Council present is given to consider the matter on the same day and at the same meeting as the delegation presentation.
3. In the event that the time sensitivity of the delay would adversely affect the delegation, the members of Council may, by resolution of a simple majority or otherwise in accordance with the *Community Charter*, convene a special meeting prior to the next regular meeting in order to consider the delegation's request.
4. This policy in no way limits a member's ability to make a motion to postpone indefinitely or postpone to a certain time as part of any debate.
5. This policy shall guide the proceedings of Council meetings, as well as the meetings of its committees and commissions.

ENDERBY AND DISTRICT ARTS COUNCIL  
Box 757  
Enderby, V0E 1V0

## AGENDA

City of Enderby  
619 Cliff Ave., P.O. Box 400  
Enderby, BC V0E 1V0



Attn: Mayor Greg McCune and City Council

### Re: The Annual Contribution to EDAC from the City of Enderby

Every year at this time the Enderby and District Arts Council presents a letter to City Council requesting an annual financial contribution to EDAC. As with many organizations the ongoing Pandemic has thrown our original plans for 2020 into complete disarray with events and projects having been canceled or delayed. For example, we only managed two Coffee Houses before being shut down and are yet to start up again.

What we did manage to accomplish in 2020 in terms of events and projects were the two Coffee Houses, the annual Open Exhibition at the Courtyard Gallery, partnering with Chamber of Commerce for a special Canada Day Music by the River at the Seniors Centre, start of the Bottle Cap Art Project which is ongoing, completion of the Mural Project on Maude Street with a video available for viewing on our website, a Drum and Dance Workshop, Music by the River in September (a month late), five Ukulele classes and a Poetry Workshop. All of this under strict Covid protocols with much reduced participation.

We completed the merger of the Arts Council and the Courtyard Gallery in February and this was probably our most successful project. Despite being closed down for April and May the Gallery recorded over 2,000 visits for the year and paid out over \$18,000 to participating artists and the Gallery has now had a much needed lighting upgrade. Also completed this year was a complete modernization of the EDAC website plus revitalization of our Facebook page which now reaches over 5,000 people per month. Our Inside the Arts newsletter is now a four times per year supplement to Rivertalk having a circulation of 2,000.

Last year our main sources of income were from Gallery art sales and artist monthly dues although after payment to artists and payment of rent on the Gallery and our storage facility on Cliff Ave there is a small negative balance. We received our annual grant of \$11,000 from the BC Arts Council plus \$4,000 from the Regional District and \$1000 from the City. We also received \$5000 from the BC Arts Council as a special COVID recovery payment plus an advance of two payments of \$5,500 each for our 2021 grant. These last three payments were put in restricted funds of \$15,879 for operating funds for this year.

For this coming year we hope to be able to soon restart a few small scale events that had to be canceled due to the Health Orders issued in December such as the ukulele workshop, poetry workshop, drumming workshop and belly dancing class. Hopefully by summer we can put on Music by the River but if COVID restrictions continue to restrict audience numbers it greatly reduces the amount we can collect

in donations. The Arts Festival cannot be counted on but there may be something on a reduced scale. We will continue as always our two bursaries to AL Fortune students and as much as possible give grants and support to local artists and art projects.

The uncertainty of the past year has resulted in a rethink of where we want to go in the future and how we can best serve Enderby and District.

Art is all around us and we all participate in the creative process. Whether it is admiring a painting on the wall, watching a movie, reading a book, planting a garden or humming along with our favourite tune. A Community Arts Centre in Enderby would bring all this together. In a single location we could showcase the Courtyard Gallery and offer classes and activities that reflect the needs of the people of Enderby and District. This would be a tremendous asset to Enderby and District. To repeat from last years letter to Council: in 2019 over 2,000 people attended EDAC events and there were 2,500 visits to the Courtyard Gallery. A permanent home for the arts would only increase this.

**This year will mark EDAC's 30<sup>th</sup> anniversary and we are embarking on a project to acquire a site for a Community Arts Centre in Enderby and would request a grant of \$4,000 to go into a Community Arts Centre Fund. Our own fundraising campaigns and stakeholder outreach will be starting shortly.**

**EDAC also requests that the City of Enderby actively monitor grants and funding opportunities for provision of a brick and mortar Community Arts Centre facility as well as ongoing care and maintenance funding, as well as actively support EDAC in its application for these funding opportunities through letters of support etc.**

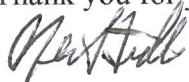
We also wish to remind you that to qualify for the local government matching funds segment of our annual BCAC award we must continue to show ongoing financial support from the City.

EDAC has and will continue to play an important role in providing local cultural events and opportunities for the residents of Enderby and in promoting cultural tourism to our city.

Your past and future support and interest in what we are doing is very important to us and we thank you for it. Having Shawn Shishido attend our meetings has kept the lines of communication open and is very much appreciated.

Normally we would include a schedule of events for this year but that is still up in the air. Attached is our financial report for 2020.

Thank you for your support



Neil Fidler  
President, Enderby and District Arts Council  
[lnfidler@shaw.ca](mailto:lnfidler@shaw.ca)  
250-838-0577

**Enderby & District Arts Council**  
**Balance Sheet As at Dec 31, 2020**

**ASSET**

**Current Assets**

Credit Union Chequing Account	20,859.92
Credit Union Savings First	0.04
Credit Union Equity Shares	6.08
Term # 87890 - 4 (Grand Piano)	5,672.47
Term # 87890 - 7 (Operating Funds)	5,378.97
Term # 87890 - 8 (Operating Funds)	5,500.00
Term # 87890 - 9 (Operating Funds)	<u>5,000.00</u>
Total Term Deposits	<u>21,551.44</u>
<b>Total Current Assets</b>	<u><b>42,417.48</b></u>

**TOTAL ASSET** 42,417.48

**LIABILITY**

**Restricted Funds**

Grand Piano Fund	5,672.47
Galley Contingency Fund	6,720.80
Operating Funds	<u>15,878.97</u>
<b>Total Restricted Funds</b>	<u><b>28,272.24</b></u>

**TOTAL LIABILITY** 28,272.24

**EQUITY**

**Member Equity**

Retained Equity	582.32
Current Earnings	<u>13,562.92</u>
<b>Net Member Equity</b>	<u><b>14,145.24</b></u>

**TOTAL EQUITY** 14,145.24

**LIABILITIES AND EQUITY** 42,417.48

Generated On: Jan 07, 2021



**Enderby & District Arts Council**  
**Income Statement Jan 01, 2020 to Dec 31, 2020**

**REVENUE**

**Earned Revenue**

Admissions (Concerts/Coffee House)		180.00
Regi/Exhibitions Fees Received	<u>170.00</u>	
Net - Entry & Table Fees Received		170.00
Fees -Workshops/Classes/Conferences		536.00
EDAC - Membership Dues		854.00
GALLERY - Monthly Dues		5,750.00
GALLERY - Membership (new members)		400.00
Art Sales		22,915.42
Other Income - Concession	<u>97.65</u>	
Net - Other Earned Income		<u>97.65</u>
<b>Total Earned Revenue</b>		<u><b>30,903.07</b></u>

**Investment Income**

Investment Income		<u>41.74</u>
<b>Total Investment Income</b>		<u><b>41.74</b></u>

**Private Sector Revenues**

MBTR Donations	262.60	
Coffee House Donations	83.90	
Individual Donations	<u>32.00</u>	
Net - Individual Donations		378.50
Specific Corporate Sponsorships		<u>2,500.00</u>
<b>Total Private Sector Revenue</b>		<u><b>2,878.50</b></u>

**Public Sector Revenues**

Provincial Operating Grants	22,000.00	
Other Provincial Arts Council Grants	5,000.00	
Municipal Operating Grants	1,000.00	
Regional Operating Grant	<u>4,000.00</u>	
Total Municipal/Regional Revenues		<u>32,000.00</u>
<b>Total Public Sector Revenues</b>		<u><b>32,000.00</b></u>

<b>TOTAL REVENUE</b>		<u><b>65,823.31</b></u>
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**EXPENSE**

**Artistic Expenses**

Gallery Artist Payment Fees	18,179.30
Other Artist Payment Fees	4,050.00
Musician Performance Fees	2,100.00
Copyright/Reproduction & Royalties	144.90

Production/Technical Prof. Fees	450.00
Public Art Projects	350.00
Sponsorships & Donations	850.00
Scholarships & Bursaries	1,000.00
Hospitality & Grants	<u>1,678.75</u>
<b>Total Artistic Expenses</b>	<b><u>28,802.95</u></b>

**Facility Operating Expense**

General Facility Rent	9,733.50
General Facility Other Expenses	973.35
Storage Rent	2,200.00
Short Term Venue Rent	<u>1,352.64</u>
<b>Total Facility Expenses</b>	<b><u>14,259.49</u></b>

**Marketing & Communication Expenses**

Newsletters	56.02
Marketing Production Fees	576.73
Advertising Purchases	1,025.93
Website Mntce & Hosting Fees	1,171.63
Telephone/Internet/Cable	<u>851.45</u>
<b>Total Marketing/Comm. Expense</b>	<b><u>3,681.76</u></b>

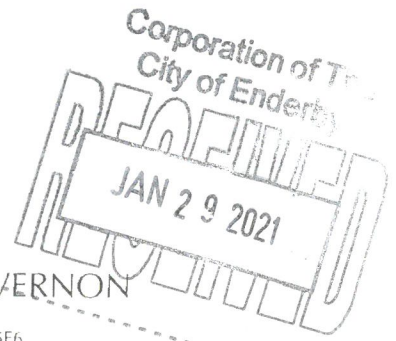
**Administration Expenses**

Contract Personal - Bkcp & Other	1,990.80
Office Fees (copies, postage etc)	694.76
Gallery Building Repairs & Mntce	461.76
AGM & Board Meetings Expense	4.55
Memberships, Dues & Fees	311.50
Concession & EDAC Supplies	51.92
Gallery Supplies	531.13
Bank Service Charges & Interest	5.00
Insurance	715.00
Workshop Expenses	25.00
Moneris Rental & Commissions	<u>724.77</u>
Other Administrative Expense Total	<u>3,525.39</u>
<b>Total Administration Expenses</b>	<b><u>5,516.19</u></b>

**TOTAL EXPENSE** 52,260.39

**NET INCOME** 13,562.92

Generated On: Jan 07, 2021



THE CORPORATION OF THE CITY OF VERNON

3400 - 30TH STREET VERNON, BRITISH COLUMBIA V1T 5E6

TELEPHONE (250) 545-1361 FAX (250) 545-4048

**AGENDA**

OFFICE OF THE MAYOR

File: 6130-06

January 29, 2021

City of Armstrong  
Mayor and Council  
3570 Bridge Street, PO BOX 40  
Armstrong, BC V0E 1B0  
[info@cityofarmstrong.bc.ca](mailto:info@cityofarmstrong.bc.ca)

District of Coldstream  
Mayor and Council  
9901 Kalamalka Road  
Coldstream, BC V1B 1L6  
[info@coldstream.ca](mailto:info@coldstream.ca)

City of Enderby  
Mayor and Council  
619 Cliff Avenue  
Enderby, BC V0E 1V1  
[info@cityofenderby.com](mailto:info@cityofenderby.com)

District of Lake Country  
Mayor and Council  
10150 Bottom Wood Road  
Lake Country, BC V4V 2M1  
[admin@lakecountry.bc.ca](mailto:admin@lakecountry.bc.ca)

Regional District of North Okanagan  
Chair and Directors  
9848 Aberdeen Road  
Coldstream, BC V1B 2K9  
[info@rdno.ca](mailto:info@rdno.ca)

City of Salmon Arm  
Mayor and Council  
500 2<sup>nd</sup> Avenue NE  
Salmon Arm, BC V1E 4H2  
[cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca)

District of Sicamous  
Mayor and Council  
446 Main Street, PO Box 219  
Sicamous, BC V0E 2V0  
[info@sicamous.ca](mailto:info@sicamous.ca)

Township of Spallumcheen  
Mayor and Council  
4144 Spallumcheen Way  
Armstrong, BC V0E 1B6  
[mail@spallumcheentwp.bc.ca](mailto:mail@spallumcheentwp.bc.ca)

Dear Mayors and Councillors:

**RE: Goose Management**

At their meeting held on January 25, 2021, the Council of the City of Vernon passed the following resolution:

*"THAT Council direct Administration to proceed with the permits required to initiate a "Kill" program to eliminate approximately 100 – 150 geese from the Vernon area at an estimated cost of \$41,000 with source of funds being an amended 2021 budget and subsequent tax rate;*

.../2

*AND FURTHER, that Council directs Administration to look into Lakeshore, Kin, Paddlewheel and Polson as the parks to initiate a "Kill" program.*

*AND FURTHER, that Council directs Administration to contact neighbouring jurisdictions from Lake Country, North via letter to determine their interest in investigating a combined effort with egg addling and/or a 'Kill' program.*

**CARRIED"**

On behalf of the City of Vernon Council, I respectfully request that this matter be brought forward for consideration at a future meeting of your respective Councils.

Sincerely,

A handwritten signature in blue ink that reads "Victor I. Cumming". The signature is written in a cursive style with a large, sweeping flourish at the end.

Victor I. Cumming  
Mayor

Copy: City of Vernon Council



THE CORPORATION OF THE CITY OF VERNON

**INTERNAL M E M O R A N D U M**

**TO:** Will Pearce, CAO

**FILE:** 6100-14

**PC:**

**DATE:** February 2, 2021

**FROM:** Chris Ovens, Acting Director, Operations Service

**SUBJECT: GEESE CULL**

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This memo is to provide Council with further clarification regarding the direction provided to Administration on January 25, 2021. As directed Administration has initiated the permitting process. The plan and permits for a geese cull will take approximately three to four weeks to complete with the assistance of a hired qualified professional. There are three components that are required which are: the Management Plan for geese within the Vernon area only; an animal care application; and a general wildlife permit. The Management Plan will advise how Vernon is to deal with the geese during various circumstances and which techniques (non-lethal/lethal) should be used. **The plan and permits with the professional assistance will cost approximately \$7,000.**

The plan and permits are then submitted to the provincial and federal government. Administration has looked into the timeframe that both governments would need for their review. The provincial review will take approximately two months and once the province has approved the plan and permits their approval is sent to the federal government. The federal review will take approximately one month. Both the provincial and federal permitting officers are new to their respective roles and therefore the reviews may take longer. The total time frame is roughly 4 months to obtain all of the approvals that are required.

Once all approvals have been obtained a qualified contractor will be hired to complete the round up of the geese. This will occur when the geese molt (lose their flight feathers) which is in June. Therefore, the round up will capture both the adult geese and their young. Most of the geese will be resident geese however the round up may include a limited number of migratory geese. The round up team will consist of 9-10 qualified personnel. Many kayaks will be covering the lake and corralling the geese into a specified area that is designated in the management plan. The area that the kayaks will cover will encompass all of the beaches including Paddlewheel, Lakeshore and Kin Beach. The geese at Polson park will not be rounded up as a lot of these geese will fly to larger bodies of water (ie Okanagan Lake) before they molt. The geese will then be corralled from the lake onto the land and into a trailer. The management plan will indicate the approximate number of geese that could be retrieved within that area, based on past year numbers (the geese management plan could propose as many as 250). **This will cost approximately \$27,000.**

The geese will be removed from site and dispatched using the protocol that was proposed and approved in the management plan. The carcasses will be disposed of at

the landfill facility. It is a federal regulation that the meat can not be distributed. The dispatch of all of the geese will take approximately the full day depending on the number of geese that is obtained. **This will cost approximately \$4,000.**

Administration has made inquires into the feasibility of using McKay reservoir as a possible location for the hunting of geese. Initial results indicate that an amendment to the Bylaw Firearms and Weapons Bylaw #5399 to allow the discharge of firearms within city limits would be required. Regulation under the Wildlife Act would apply with the additional restrictions to limit the number of hunters allowed, type of species and so forth. Confirmation with British Columbia Conservation office would be required.

As directed the attached letter has been sent to neighbouring municipalities.


**Recommendation:**

THAT Council receive the Internal Memorandum titled 'Geese Cull' dated February 2, 2021 from the Acting Director, Operation Services;

AND FUTHER, that Council direct Administration to proceed with the geese cull as presented in the Internal Memorandum dated February 2, 2021, with an authorized budget of up to \$40,000 including contingencies, with the source of funds being Casino Reserve.

Submitted:

Feb 3 2021 11:59 AM

X  ✓  
Chris Owens DocuSign

Chris Owens, Acting Director, Operation Services

Attachment:

(1) Mayor's letter to municipalities, Lake Country and North, dated January 29, 2021

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# ARMSTRONG SPALLUMCHEEN HEALTHCARE AUXILIARY

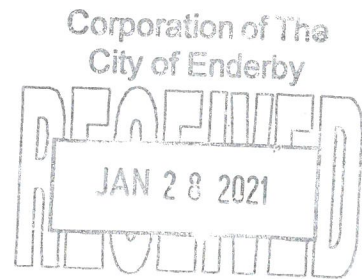
Mailing Address:  
PO Box 173  
Armstrong, BC V0E 1B0

Operating as "The Bargain Bin"  
3445 Pleasant Valley Rd., Armstrong  
Phone (250) 546-8813

## AGENDA

January 25, 2021

Township of Enderby  
Box 400  
Enderby, B. C. V0E 1V0



Dear Sirs:

**Re: Bargain Bin 2021 Board of Directors**

Attached please find the 2021 Board of Directors for the Bargain Bin. Also enclosed is the 2020 Donation List.

Sincerely,  
Armstrong Spallumcheen Healthcare Auxiliary

Joy Aadland, Secretary  
ashasecretary@shaw.ca

cc: LD/ja

**ARMSTRONG SPALLUMCHEEN HEALTHCARE AUXILIARY**

**PO Box 173**

**Armstrong, BC V0E 1B0**

**Operating the *Bargain Bin***

**3445 Pleasant Valley Road**

**Armstrong, BC V0E 1B0**

**[bargainbinstore@shaw.ca](mailto:bargainbinstore@shaw.ca)**

**250-546-8813**

**BOARD OF DIRECTORS**

**Starting January 31, 2021**

<b>DIRECTOR</b>	<b>NAME</b>	<b>TELEPHONE</b>	<b>EMAIL</b>
President	Lori DeJong		<a href="mailto:ashapresident@shaw.ca">ashapresident@shaw.ca</a>
1 <sup>st</sup> Vice President	Carolyn Farris	3	<a href="mailto:ashavicepres@shaw.ca">ashavicepres@shaw.ca</a>
2 <sup>nd</sup> Vice President	Susan Cox		<a href="mailto:asha2vicepres@shaw.ca">asha2vicepres@shaw.ca</a>
Secretary	Joy Aadland		<a href="mailto:ashasecretary@shaw.ca">ashasecretary@shaw.ca</a>
Treasurer	Leona Harrison		<a href="mailto:ashatreasurer@shaw.ca">ashatreasurer@shaw.ca</a>
Past President	Marj Bailey		<a href="mailto:ashapastpres@shaw.ca">ashapastpres@shaw.ca</a>



ARMSTRONG SPALLUMCHEEN HEALTHCARE AUXILIARY  
DONATIONS FOR THE YEAR 2020

Vernon Jubilee Hospital Foundation – Light-A-Bulb Campaign		\$ 12,975
Pleasant Valley Manor		6,200
Granville Daycare		3,075
B. C. Ambulance Service – Armstrong		8,050
B. C. Ambulance Service – Enderby		<u>23,050</u>
Total to Vernon Jubilee Hospital Foundation		\$ 53,350
Bursaries for Post-Secondary Education		16,000
Miscellaneous Donations		150
Food Programs:		
Armstrong Food Bank	\$13,000	
Enderby Food Bank	7,000	
Enderby School Meal Programs	3,500	
Armstrong School Meal Programs	<u>9,000</u>	<u>32,500</u>
TOTAL DONATIONS FOR 2020		\$102,000