

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: April 6, 2021
TIME: 4:30 p.m.
LOCATION: Enderby City Hall

Please contact Enderby City Hall at 250-838-7230 or 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/

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

2.1. Meeting Minutes of March 15, 2021

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3. PETITIONS AND DELEGATIONS

4. PUBLIC HEARINGS

4.1. 0032-21-DVP-END (Tiefenbach)

Verbal

4.2. 0010-20-OR-END (Shipmaker)

Verbal

5. DEVELOPMENT MATTERS

5.1. 0032-21-DVP-END (Tiefenbach)

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Legal: LOT 6 DISTRICT LOT 149 OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF SAID TOWNSITE OF BELVIDERE

LOT 7 DISTRICT LOT 149 OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF SAID TOWNSITE OF BELVIDERE

Address: 600 Railway Street, Enderby BC

Applicant: Zev Tiefenbach

Owner(s): Cardiff Miller Art Inc.

5.2.	<u>0010-20-OR-END (Shipmaker)</u> 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.	Page 24
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7.2.	<u>Area F Director Report</u>	Verbal
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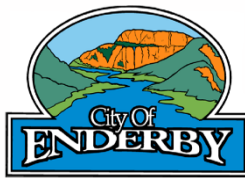
- 8.9. Boys & Girls Clubs of the Okanagan Page 124
Correspondence dated March 8, 2021
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Correspondence dated March 23, 2021

9. PUBLIC QUESTION PERIOD

10. CLOSED MEETING RESOLUTION

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

11. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held via video conference on Monday, March 15, 2021 at 4:30 p.m. in Council Chambers.

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

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

Other: Press and Public

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Case
“THAT the March 15, 2021 Council Meeting agenda be approved as amended by including Water Treatment Plant Filter Media Replacement and SIDIT Grant by Regional Chambers of Commerce under New Business.”

CARRIED

ADOPTION OF MINUTES

Council Meeting Minutes of March 1, 2021
Moved by Councillor Shishido, seconded by Councillor Schreiner
“THAT adoption of the March 1, 2021 Council Meeting minutes be adopted as circulated.”

CARRIED

PETITIONS AND DELEGATIONS

North Okanagan Land to Table Network: Liz Blakeway, Network Director

Land to Table presentation by Liz Blakeway.

- Initiated in 2015
- Guided by a steering committee
- Funding from RDNO, EAAC, Real Estate Foundations Grant, Interior Health
- Goal is to strengthen relationships with communities in the Regional District of North Okanagan.
- Working on a special project with Lumby to develop a local food system asset map and assist in program and policy development related to food security.

- Connecting small scale farmers to UBCO – Local Food Procurement Project
- Current core operating deficit of \$12,000
- Requesting \$2,500 from 5 municipalities
 - Equal attention and representation
- This funding would assist with things like the Local Government Round Table
 - Assessing gaps, needs and opportunities
 - Network-wide calls
 - Continue database development
 - Monthly communications
- Councillor Case asked whether Land to Table has partnered with Splatsin. Ms. Blakeway confirmed that they have but that engagement has been limited due to COVID-19.
- Mayor McCune noted that they may have the ability to open up communications with the Province if they are seeing roadblocks
- Councillor Knust noted that the Food Action Committee has partnered with the City of Vernon's Good Food Box and funding is coming in for Enderby
- Land to Table does not run programs however it fills the gaps where needed. Looking for unrestricted funds to be able to continue to fund its core operating capacity.
- Council advised that the funding request would be considered at its next meeting.

Enderby & District Economic Development Association: Serena Summers and Clyde MacGregor

Presentation by Clyde McGregor and Serena Summers on the Enderby & District Economic Development Association (EDESA):

- Requesting a letter of Support from the City of Enderby
- New not-for-profit organization seeking to develop economic opportunities locally, with a motto of “Live, Work, and Play in a Garden.”
 - Working with Thompson Rivers University and Splatsin
- Councillor Schreiner asked if they have a Board of Directors and what the Association's budget and financial statements are for 2021. He asked where they are getting revenue from and if there is any overlap with the Enderby and District Chamber of Commerce.
- Mr. McGregor stated that they have four (4) founding members and are looking to hold a public meeting as they would like to have 7-9 board members. Financial Statements and annual budget will be sent to Staff after the meeting. The Association is planning for a \$12,000-\$16,000/year operating budget. The EDEDA have received honoraria for courses that they teach, which is helping to get the association established financially. They have applied for the 2nd phase of the Southern Interior Development Initiative Trust grant for rural economic recovery. There are other Federal Grants that they are looking at applying for. There is no service overlap with other organizations and the intent is to work cooperatively with other organizations that may support some of the same sectors.
- Councillor Knust questioned the “Enderby.com” initiative as outlined in their attachments, as “Enderby.com” is a City of Enderby-owned domain name. Mr. McGregor said that this project is intended to bring all businesses up to the same level with their online presence. Enderby.com is intended as a “catch phrase” or meme.
- Councillor Baird asked what happened to the Chamber of Commerce's website content, which appears to have been removed and transported over to the EDEDA website. Is the Association using this content with permission? Mr. McGregor said that the EDEDA did not do those events, so it does not hold any claim to them. They are only hosting the content for the Chamber of Commerce temporarily and the content will be returned to enderbychamber.com in two weeks.

- Mayor McCune noted that there seems to be a lot of overlap between the EDEDA and other organizations that are providing similar services in the community, including the Chamber and WorkBC. Mr. McGregor stated that there is no overlap. They are related but EDEDA has a distinct model with a broader definition of economic development that extends to rural residents who may be seeking innovative ways to make money from home.
- Ms. Summers said that there is a lot going on in Enderby right now but that there is a lack of communication. We wants to work with Enderby and unite the community, which will help us to flourish. They want to bring everyone up to the 21st century.
- Council advised that the funding request would be considered at its next meeting.

DEVELOPMENT MATTERS

Councillor Baird and Councillor Case declared a conflict of interest and left the meeting (5:41 p.m.)

Request for Council to Reconsider Joint Official Community Plan Amendment and Rezoning Application for 222 Salmon Arm Drive

Moved by Councillor Shishido, seconded by Councillor Schreiner

THAT Council receives the attached letter from the partners of Case Holdings Ltd.;

AND THAT Council rescinds Second Reading of 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;

AND THAT Council rescinds Second Reading of 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;

AND THAT Council gives Second Reading to Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021 and forwards them to a Public Hearing.”

CARRIED

Council discussed the various benefits of the proposed development noting that it would provide affordable and attainable housing and would have a similar traffic impact to the community as a large single-family dwelling. This is in alignment with the Smart Growth Strategies that the City has been aiming to achieve.

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

None

BYLAWS

Councillor Baird re-entered the meeting (5:48 p.m.)

Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1719, 2021

Moved by Councillor Baird, seconded by Councillor Davyduke
“*THAT Council adopts The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1719, 2021.*”

CARRIED

REPORTS

Mayor and Council Reports

Councillor Schreiner

Previously discussed in Committee of the Whole.

Councillor Davyduke

Strategic Planning meeting for the Riverside RV Park was completed recently by portfolio members.

Councillor Shishido

Previously discussed in Committee of the Whole.

Councillor Knust

Previously discussed in Committee of the Whole.

Councillor Case re-entered the meeting (5:49 p.m.)

Councillor Baird

Councillor Baird noted that with tubing season approaching she would like to look at reviewing river concerns. The Chief Administrative Officer apprised Council of the status of its initiative around Tuey Park parking enhancements and signage. As well, Kids Don't Float Kiosks are being planned for installation at Belvedere and Tuey Parks as part of the ParticipACTION prize.

Mayor McCune

Would like to add to continue to discuss and implement solutions in response to river concerns, in conjunction with Area F and Splatsin, particularly with respect to coordination around parking/congestion and education around respectful use. Directed staff to set up a meeting with Splatsin Development Corporation to discuss what business interests they might have that might provide complimentary solutions.

Councillor Case

Enderby and District Funtastic meeting and Annual General Meeting on March 25, 2021.

RDNO Building Permit Report for February 2021

Moved by Councillor Baird, seconded by Councillor Davyduke
“*THAT Council receives and files the RDNO Building Permit Report for February 2021.*”

CARRIED

NEW BUSINESS

Co-Sponsorship of City of Vernon Resolution Regarding Provincial Changes in Emergency Management

Moved by Councillor Schreiner, seconded by Councillor Shishido

“THAT Council agrees to co-sponsor the City of Vernon resolution entitles “Provincial Changes in Emergency Management.”

CARRIED

Endorsement of RDNO MoU for the Orderly Transition of the Fire Training Centre

Moved by Councillor Case, seconded by Councillor Knust

“THAT Council endorses the Regional District of North Okanagan's Memorandum of Understanding for the Orderly Transition of the Fire Training Centre and authorizes the Mayor to execute it on behalf of the City of Enderby;

AND THAT Council directs staff to terminate the Fire Training Centre Intermunicipal Agreement by bringing forward for repeal City of Enderby Intermunicipal Fire Training Centre Service Bylaw No. 1512, 2012 upon confirmation of a suitable new model that addresses transitional matters related to governance and the dedication of assets and participating interests of the non-withdrawing parties.”

CARRIED

Continuation of the Curbside Spring Pruning and Garden Waste Collection Program

Moved by Councillor Knust, seconded by Councillor Baird

“THAT Council approves the continuation of the Curbside Spring Pruning and Garden Waste Collection Program with the proposed additional fees for collection and disposal.”

CARRIED

OPPOSED Councillor Schreiner/Shishido

Council discussed overall costs and its cost-effectiveness for residents, the long-term viability of the program, individual and community impacts both positive and negative, program abuse and community appeal. Should Council choose to not continue this program, there will be cost impacts for residents, and likely an increase in illegal burning and bylaw enforcement.

Asset Management Planning Program and Arena Condition Assessment

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT Council authorizes staff to apply for the Asset Management Planning Program grant to complete a condition assessment for the Enderby Arena and Curling Rink;

AND THAT Council agrees to support the proposed activities, including overall grant management.”

CARRIED

Community Resiliency Investment Program - 2021 FireSmart Economic Recovery Fund

Moved by Councillor Schreiner, seconded by Councillor Case

“THAT Council directs Staff to submit an application under the Community Resiliency Investment Program’s 2021 FireSmart Economic Recovery Fund stream in order to fund the following activities:

- 1. The completion of FireSmart Home Ignition Zone Assessment Score Cards by a qualified Local FireSmart Representative or Wildfire Mitigation Specialist for critical interface properties within the community;*
- 2. The labour costs for mitigation activities on residential properties owned by seniors, people with limited mobility, or vulnerable populations who cannot undertake mitigation activities themselves; and*
- 3. The completion of a secondary FireSmart Home Ignition Zone Assessment Score Cards for properties that have completed mitigation work.*

AND THAT Council confirms its support for the proposed activities and willingness to provide overall grant management for the project.”

CARRIED

Province of B.C. and Heritage BC: Heritage Infrastructure Funding

Moved by Councillor Schreiner, seconded by Councillor Shishido

“THAT Council receives and files the Province of B.C. and Heritage BC Infrastructure Funding correspondence.”

CARRIED

FCM: Municipal Asset Management Program

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT Council receives and files the FCM: Municipal Asset Management Program correspondence.”

CARRIED

Shuswap Watershed Council: Urgent Call-to-action for Aquarium Owners in BC Re Invasive Species

Moved by Councillor Baird, seconded by Councillor Case

“THAT Council receives and files Shuswap Watershed Council: Urgent Call-to-action for Aquarium Owners in BC Re Invasive Species correspondence.”

CARRIED

Council directed staff to post this information on the Digital Billboard.

City of New Westminster: Support for Laid-off Hotel and Tourism Industry Workers

Moved by Councillor Schreiner, seconded by Councillor Case

“THAT Council receives and files the City of New Westminster: Support for Laid-off Hotel and Tourism Industry Workers correspondence.”

CARRIED

Fair Taxation from Railway Operations & Industrial Parks

Moved by Councillor Baird, seconded by Councillor Davyduke

“THAT Council receives and files the Fair Taxation from Railway Operations & Industrial Parks correspondence.”

CARRIED

Township of Spallumcheen: Support for 988 Crisis Line

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT Council receives and files the Township of Spallumcheen: Support for 988 Crisis Line correspondence.”

CARRIED

City of Armstrong: National 988 Crisis Line

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT Council receives and files the City of Armstrong: National 988 Crisis Line correspondence.”

CARRIED

Water Treatment Plant Filter Media Replacement

Moved by Councillor Case, seconded by Councillor Knust

“THAT Council gives early budget approval to fund the replacement of the Water Treatment Plant’s filter media, valued at \$37,000 plus shipping, to be funded from the 2020 water operating surplus.”

CARRIED

SIDIT Grant by Regional Chambers of Commerce under New Business

Moved by Councillor Schreiner, seconded by Councillor Baird

“THAT Council provides a letter of support for the SIDIT Community & Business Advisory grant application made by the Consortium of Shuswap and North Okanagan Chambers of Commerce;

AND THAT Council provides a \$1,500 contribution to the project on behalf of the City of Enderby, to be funded out of the prior-year’s surplus from the Community Response and Recovery Fund.”

CARRIED

Councillor Baird requested that Staff submit a staffing proposal to address increasing demands for municipal employees. The City has been working understaffed for many years and with the substantial increases in development, recreation, and project management this needs to be reviewed.

PUBLIC QUESTION PERIOD

None

CLOSED MEETING RESOLUTION

Moved by Councillor Baird, seconded by Councillor Davyduke (6:36 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) (b) of the Community Charter.”

CARRIED

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Davyduke
“That the regular meeting of March 15, 2021 adjourn at 7:13 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

AGENDA

File No.: 0032-21-DVP-END

March 30, 2021

APPLICANT: Zev Tiefenbach

OWNER: Cardiff Miller Art Inc.

LEGAL DESCRIPTION: LOT 6 DISTRICT LOT 149 OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF SAID TOWNSITE OF BELVIDERE

And,

LOT 7 DISTRICT LOT 149 OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF SAID TOWNSITE OF BELVIDERE

CIVIC ADDRESS: 600 Railway Street, Enderby BC

PROPERTY SIZE: 0.58 hectares (1.43 acres/5,788 m²)

ZONING: Highway and Tourist Commercial (C.2)

O.C.P DESIGNATION: Highway and Tourist Commercial

PROPOSAL: Renovations to convert an existing building to an art gallery/museum

PROPOSED VARIANCES: Vary Zoning Bylaw to increase the maximum percentage of off-street parking spaces that can be made up of small-car spaces and waive the requirements for, i) an off-street parking area and maneuvering aisle to be surfaced with asphaltic concrete or cement pavement, ii) a parking area to be provided with curbing, iii) a loading area to be provided with curbing, and iv) an off-street loading space to be surfaced with asphalt, concrete, or similar pavement.

RECOMMENDATION:

THAT Council authorizes the issuance of a Development Variance Permit for the properties legally described as, i) LOT 6 DISTRICT LOT 149 OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF

SAID TOWNSITE OF BELVIDERE and ii) LOT 7 DISTRICT LOT 149 OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF SAID TOWNSITE OF BELVIDERE, and located at 600 Railway Street, Enderby B.C. to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 901.2.a by increasing the maximum percentage of off-street parking spaces that may be made up of small-car parking spaces from 40% to 41.6%, as shown on the attached Schedule 'A';
- Section 901.2.e.iii by waiving the requirement for an off-street parking area and maneuvering aisle to be surfaced with asphaltic concrete or cement pavement, as shown on the attached Schedule 'A';
- Section 901.2.f by waiving the requirement for a parking area to be provided with curbing, as shown on the attached Schedule 'A'; and
- Section 1001.6.c by waiving the requirement for a loading area to be provided with curbing, as shown on the attached Schedule 'A'; and
- Section 1001.6.d by waiving the requirement for an off-street loading space to be surfaced with asphalt, concrete, or similar pavement, as shown on the attached Schedule 'A',

subject to the following conditions:

1. The property owner providing a grading plan to manage run-off for the proposed parking and loading areas in a reasonable manner, to the satisfaction of the City;
2. The property owner providing a sworn affirmation confirming that they acknowledge that:
 - i. The property owner is responsible for implementing dust control measures and maintaining the parking and loading areas to a reasonable standard which is free of weeds, and that failure to do so could result in the City pursuing enforcement action if there are demonstrated nuisances;
 - ii. The property owner is responsible for maintaining the paved portion of the lot to ensure that dirt and debris from the unpaved parking and loading areas are not tracked on to the adjacent road network, and that failure to do so could result in the City pursuing enforcement action or performing the works on the property owner's behalf as a service to property, with the associated costs (including an administration fee) being borne by the property owner;
 - iii. Any future access to the property off Railway Street would require an access permit, which would not be issued for a commercial property without the access being constructed to the standards of the City of Enderby Zoning Bylaw No. 1550, 2014, as amended from time to time; and
 - iv. The property owner is responsible for ensuring that emergency responder access is kept clear and that there are no conflicts with the adjacent Riverwalk.

AND THAT Council grants an exemption to Section 1401.3.b of the City of Enderby Zoning Bylaw No. 1550, 2014 for the properties legally described as i) LOT 6 DISTRICT LOT 149 OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF SAID TOWNSITE OF BELVIDERE and ii) LOT 7 DISTRICT LOT 149

OSOYOOS DIVISION YALE DISTRICT TOWNSITE OF BELVIDERE EXCEPT THE RIGHT OF WAY OF THE SHUSWAP AND OKANAGAN RAILWAY AS SHOWN ON THE PLAN OF SAID TOWNSITE OF BELVIDERE, and located at 600 Railway Street, Enderby B.C. to permit a building within 30 m (98.42 feet) from the Natural Boundary of the Shuswap River, subject to the property owner registering a covenant on the title of the properties, which shall be registered with priority over any financial charges, in order to:

- i. Require the Covenantor to acknowledge and agree that the City of Enderby, Government of British Columbia, and Regional District of North Okanagan does not represent that any building or structure constructed in compliance with the covenant terms will not be damaged by flooding or erosion, and the Covenantor agrees not to claim damages or to hold the City of Enderby, Government of British Columbia, or Regional District of North Okanagan responsible for damages caused by flooding or erosion; and
- ii. Require the Covenantor to indemnify and save harmless the City of Enderby, Government of British Columbia, and Regional District of North Okanagan from any claims, demands, actions, and costs associated with losses or damages occurring as a result of the breach of any provisions of the Covenant by the Covenantor.

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 600 Railway Street, Enderby BC. The applicant is proposing renovations to convert an existing building to an art gallery/museum. As part of this proposed development, the applicant is seeking variances to Sections 901.2.a 901.2.e.iii, 901.2.f, 1001.6.c, and 1001.6.d of Zoning Bylaw No. 1550, 2014 in order to increase the maximum percentage of off-street parking spaces that may be made up of small-car parking spaces and to waive the requirements for, i) an off-street parking area and maneuvering aisle to be surfaced with asphaltic concrete or cement pavement, ii) a parking area to be provided with curbing, iii) a loading area to be provided with curbing, and iv) an off-street loading space to be surfaced with asphalt, concrete, or similar pavement.

In addition, the applicant is seeking an exemption to Section 1401.3.b of the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a building within 30 m (98.42 feet) from the Natural Boundary of the Shuswap River.

Site Context

The 0.58 hectares (1.43 acres/5,788 m²) subject property is located on the eastern side of Railway Street and adjacent to the western banks of the Shuswap River. The property is flat with access being gained via a paved maneuvering aisle off of Railway Street.

A large warehouse/storage building, which was previously used for furniture retail purposes, is located along the western property boundary; the building contains a residential dwelling unit on the second storey. Several paved parking stalls are located along the south side of the building while a paved maneuvering aisle extends along the entirety of the eastern side of the building. The eastern portion of

the lot remains undeveloped and was previously used as a loading zone. An easement is registered over a southern portion of the lot to facilitate vehicular access to the neighbouring property at 506 Granville Avenue.

The subject property and properties to the north and south are zoned Highway and Tourist Commercial (C.2) and are designated as Highway and Tourist Commercial in the Official Community Plan (OCP). The properties to the west are zoned Light Industrial (I.1), General Industrial (I.2), and Transportation Corridor (S.2), and are designated in the as Light Industrial, General Industrial, and Transportation Corridor in the OCP, respectively. The following map shows the zoning designation of the subject and surrounding properties:

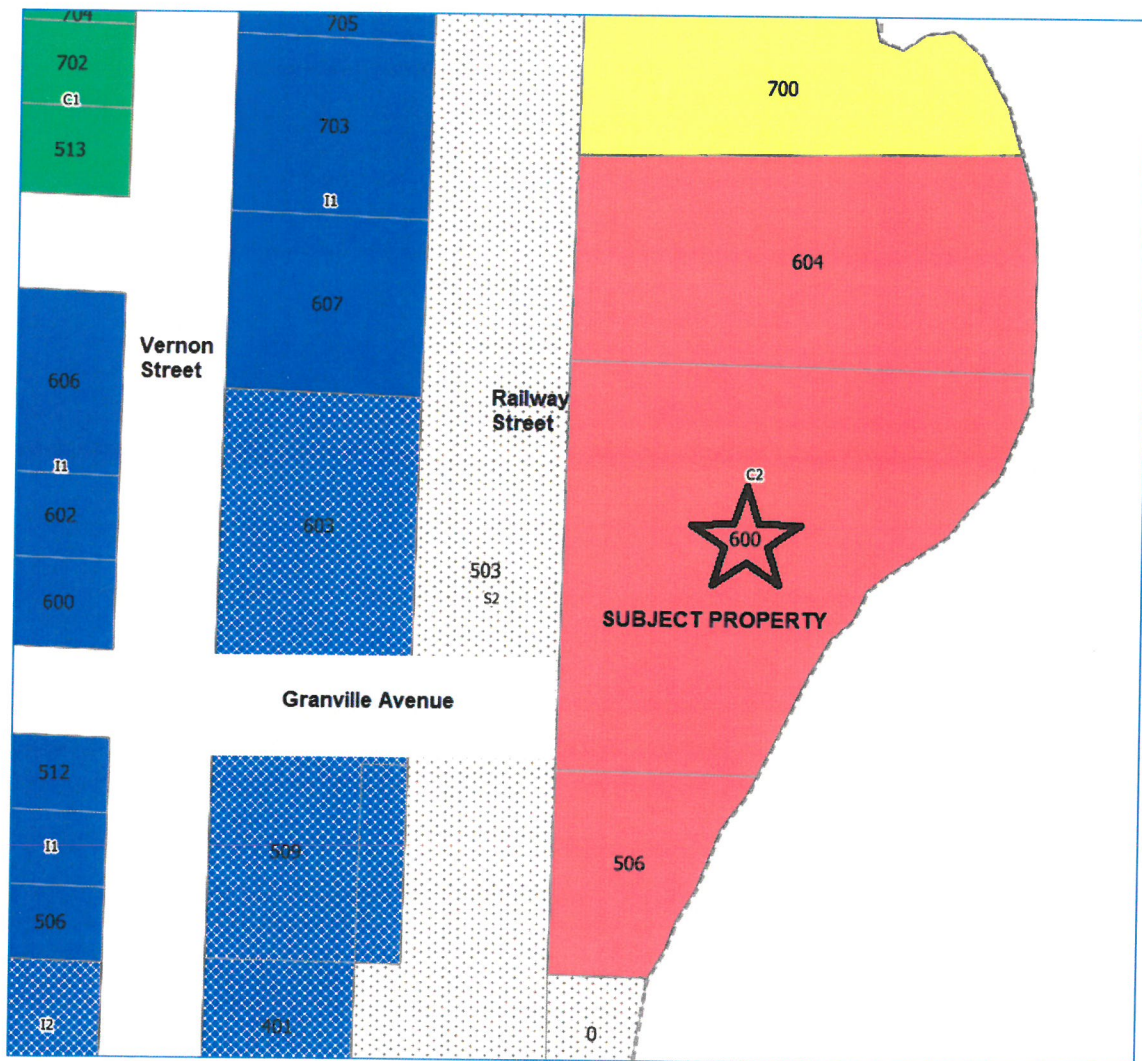


Figure 1: Zoning Map

- Pink – Highway and Tourist Commercial (C.2) Zone
- Yellow – Residential Single Family (R.1-A) Zone
- Blue Crosshatch – General Industrial (I.2) Zone
- Blue – Light Industrial (I.1) Zone
- Dotted – Transportation Corridor (S.2) Zone

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

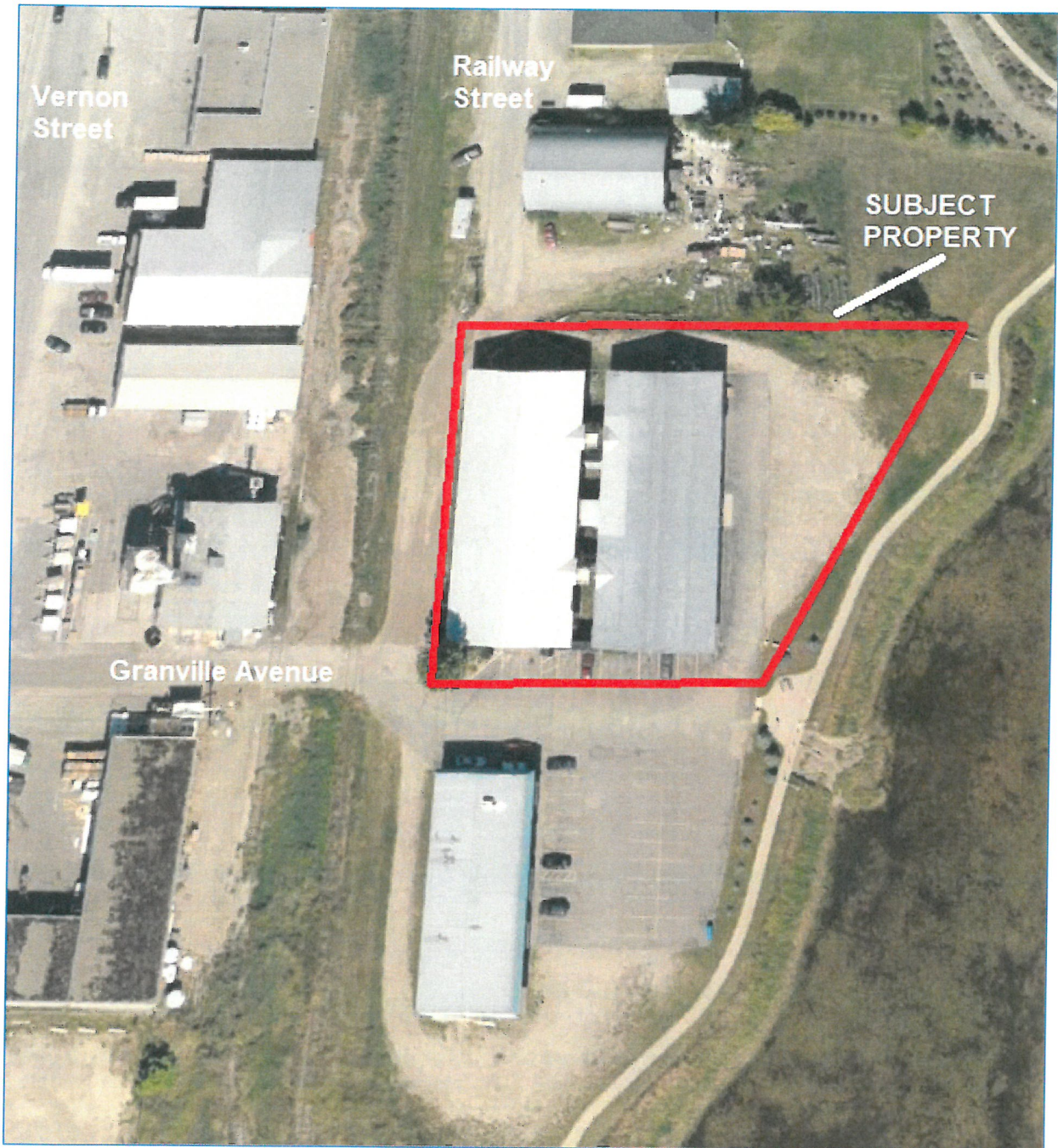


Figure 2: Orthophoto

The Proposal

The applicant is proposing renovations to convert an existing building to an art gallery/museum, while keeping the existing residential dwelling unit on the second storey. Given this change in use, it has triggered the requirement for additional paved and curbed parking and loading areas to be provided on

the site. The applicant is requesting variances to maintain portions of the parking and loading areas to a gravel standard without curbing, while increasing the maximum percentage of off-street parking spaces that may be made up of small-car parking spaces, as shown on the attached Schedule 'A'.

ZONING BYLAW:

The subject property is zoned Highway and Tourist Commercial (C.2); uses permitted within this zone include:

- Accessory buildings and structures
- Accommodation including apartments, dwelling units, hotels and motels
- Assembly and civic use and public service
- Food service including coffee shops, dairy bars, restaurants, bakeries, butcher shops, caterers, and fish shops
- Retail sales and service for: automobiles, farm equipment, boats, mobile homes, trucks, recreation vehicles, motorcycles, and sporting goods; also included is the rental of the aforementioned items
- Retail sales including servicing where applicable: confectionery stores, flowers, fruit, plants, produce, nurseries, green houses, tire shops, wine and beer shops, appliances, beverages, bicycles, electronic equipment, furniture, garden supplies, glass, hardware, paint, pets, pet food, plants, animal beauty parlours, bakery shops, hairdressers, locksmith shops, optical shops, shoe repair, tailor shops, and watch repair
- Service - repair and rental: service stations, garages for automobile service and repairs, mini storage facilities, car washes, petroleum distribution, costume rentals, and video rentals
- Transportation facilities including commercial parking lots, passenger transportation depots, taxi dispatch offices, and weigh scales
- Retail sales of beer, wine and liquor
- Educational facilities and professional studios including art studios, business colleges, dance studios, music studios, photography studios, radio studios, television studios, and trade schools
- Entertainment and recreation facilities including arcades, billiard halls, bowling alleys, drive-in clubs, sports clubs, and sports facilities
- Office and commerce facilities and accommodations for engineers, funeral homes, land surveyors, management companies, mortuaries, newspapers, publishing, real estate, surveyors, veterinarians, massage therapy clinics, dentists, doctors, and any other professional office

The proposal as compared to the Zoning Bylaw requirements for the C.2 zone is as follows (highlighted items require a variance):

CRITERIA	PROPOSAL	ZONE REQUIREMENTS
Lot Area (min.)	5,788 m ²	560 m ² (6,028 square feet)
Lot Coverage (max.)	<50%	50%

Number of Off-Street Loading Spaces (min.)	2	2
Dimensions Off-Street Loading Spaces (min.)	9 m (29.53 feet) in length, 2.4 m (7.874 feet) in width	9 m (29.53 feet) in length, 2.4 m (7.874 feet) in width
Development and Maintenance Standards for Off-Street Loading Spaces	Gravel standard without curbing	Curbing and surfaced with an asphalt, concrete, or similar pavement,
Number of Off-Street Parking Spaces (min.)	53	53 Art Gallery/Museum = 51 (1 per 430.6 ft ² of floor area) Residential Dwelling Unit = 2
Percentage of Small-Car Parking Spaces (max.)	41.6%	40%
Dimensions Off-Street Parking Spaces (min.)	6 m (19.68 feet) in length, 2.8 m (9.186 feet) in width Small car parking = 5.2 m (17.06 feet) in length, 2.3 m (7.546 feet) in width	6 m (19.68 feet) in length, 2.8 m (9.186 feet) in width Small car parking = 5.2 m (17.06 feet) in length, 2.3 m (7.546 feet) in width
Development and Maintenance Standards for Off-Street Parking Spaces and Maneuvering Aisles	Gravel standard without curbing	Curbing and surfaced with asphaltic concrete or cement pavement

Section 1401.3.b of the Zoning Bylaw requires a minimum floodplain setback of 30 m (98.42 feet) from the natural boundary of the Shuswap River. Section 1401.4.f of the Zoning Bylaw, pursuant to Section 524(7) of the Local Government Act, allows for the City to grant exemptions to the application of floodplain setbacks and flood construction levels provided that:

- i. The property owner submits a written request for an exemption to the City; and
- ii. The exemption is consistent with the Provincial Guidelines; or, a professional engineer or geoscientist, or other prescribed person, certifies that the property can be safely used for the intended use.

OFFICIAL COMMUNITY PLAN:

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

- o Policy 2.2.c - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.

- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.
- Policy 8.3.h - Council will support infill and redevelopment within the community.
- Policy 8.3.i - Council will support alternative infrastructure standards and urban design principles which promote environmental, economic, and social sustainability.

REFERRAL COMMENTS:

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

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

1. *"I recognize that the potential for heavy use by this particular owner is likely low, based on the representations in their application. However, variances are permanent and run with the land, even as owners and uses change. As a result, consideration of this variance needs to be looked at in terms of what could happen if and when a different owner or use, or an increase in the intensity of the proposed use, places additional demand upon an unpaved parking area in a commercial zone.*
2. *The variance to the requirement to pave the parking area, if it is approved, should be made clear that it only applies to the rear parking area as shown on the diagram, with its access via the front parking lot to the south of the main building. As the unpaved area does not front a municipal or provincial highway, the property owner would be fully responsible for managing the impacts of an unpaved parking lot in terms of the tracking of debris onto the privately-owned paved surface that serves as the access. Any future interest in creating an access off Railway Street would require an access permit, which would not be issued for a commercial property without the standards for paving that portion being met (Railway Street is planned to be paved once the water main is extended from the Water Treatment Plant to the Granville/Vernon intersection).*
3. *If the variance is approved, it should be made clear to the property owner that they would be responsible for a reasonable level of dust control, in addition to their stated commitments to maintain the area free of weeds and potholes. Given the proposed and surrounding land uses, the risk of conflict is low; however, should the property to the north redevelop in a manner that extends towards the river, the risk of nuisance may increase, and the owner of the subject property would be responsible for managing that impact. This fact should be made clear to the owner in writing so that there is an explicit understanding that the variance in no way protects for the nuisance.*

4. *In the absence of lines that would be painted on asphalt, the owner will need to ensure that there is a way to manage the parking and maneuvering in accordance with their proposal, including ensuring that emergency responder access is kept clear and avoiding any conflicts with the adjacent Riverwalk. With respect to the latter, the City has a Crown foreshore lease covering this area and, furthermore, the Riverwalk, as a trail that is a public way for which public expenditures have occurred, has common law and statutory protections afforded to a highway pursuant to section 42 of the Transportation Act.*
5. *At this time, the existing surface appears to be more of a hard-packed clay; the surface needs to be graded to manage run-off in a way that is reasonable – similar to how the grading of the paved lot to the south flows to a landscape buffer that intercepts debris and a drain that intercepts water.”*

PLANNING ANALYSIS:

Paving and Curbing of Off-Street Parking and Loading Areas

The City of Enderby Planner raises no objections to applicant’s request to vary Sections 901.2.e.iii, 901.2.f, 1001.6.c, and 1001.6.d of Zoning Bylaw No. 1550, 2014 in order to waive the requirements for, i) an off-street parking area and maneuvering aisle to be surfaced with asphaltic concrete or cement pavement, ii) a parking area to be provided with curbing, iii) a loading area to be provided with curbing, and iv) an off-street loading space to be surfaced with asphalt, concrete, or similar pavement, as shown on the attached Schedule ‘A’, for the following reasons:

1. The unpaved parking and loading areas are not adjacent to a local road, and will use the paved maneuvering aisle along the southern portion of the property in order to gain access to Granville Avenue/Railway Street; given this, it is not anticipated that the unpaved parking and loading areas would result in dirt/debris being tracked on to the local road network;
2. Maintaining the proposed parking and loading area to a gravel standard would not pose any significant safety concerns given that the unpaved parking/loading areas are not directly adjacent to a local road, and vehicles will be able to access to the road network via a paved maneuvering aisle to the south; and
3. Given the unique circumstances surrounding this proposed development (i.e. a significant portion of the lot is already paved and the proposed unpaved area is not adjacent to a local road), it is not anticipated that the issuance of variances would set a precedent or result in other commercial developments having expectations of being able to maintain an unpaved parking/loading area.

Notwithstanding the above, Staff are recommending that the issuance of a Development Variance Permit be subject to the following conditions:

- a) The property owner providing a grading plan to manage run-off in a reasonable manner, to the satisfaction of the City

As mentioned by the City's Public Works Manager, the existing surface of the proposed parking and loading area is a hard packed clay. In order to ensure that the area is properly graded to manage run-off in a reasonable manner, Staff are recommending that issuance of the Permit be subject to the applicant providing a grading plan for managing run-off, to the satisfaction of the City.

- b) The property owner providing a sworn affirmation confirming that they acknowledge the responsibilities and expectations that are attached to the granting of this DVP

As mentioned by the City's Public Works Manager, it is important for the property owner to be aware that the issuance of a Development Variance Permit to permit a parking and loading area to be maintained to a gravel standard does not absolve them of their responsibilities to ensure that the property is not generating nuisances; in order to ensure that the property owner is aware of and acknowledges that they are responsible for managing nuisances and ensuring that the parking and loading areas are not interfering with the Riverwalk or emergency responder access, it is recommended that issuance of the variances be subject to the property owner providing a sworn affirmation confirming that they acknowledge the following:

- i. The property owner is responsible for implementing dust control measures and maintaining the parking and loading areas to a reasonable standard, and that failure to do so could result in the City pursuing enforcement action if nuisances arise;
- ii. The property owner is responsible for maintaining the paved portion of the lot to ensure that dirt and debris from the unpaved parking and loading areas are not tracked on to the adjacent road network, and that failure to do so could result in the City pursuing enforcement action or performing the works on the property owner's behalf as a service to property, with the associated costs (including an administration fee) being borne by the property owner;
- iii. Any future access to the property off Railway Street would require an access permit, which would not be issued for a commercial property without the access being constructed to the standards of the City of Enderby Zoning Bylaw No. 1550, 2014, as amended from time to time; and
- iv. The property owner is responsible for ensuring that emergency responder access is kept clear and that there are no conflicts with the adjacent Riverwalk.

Percentage of Small Car Parking Spaces

The City of Enderby Planner raises no objections to the applicant's request to vary Section 901.2.a of City of Enderby Zoning Bylaw No. 1550, 2014 by increasing the maximum percentage of off-street

parking spaces that may be made up of small-car parking spaces from 40% to 41.6%, given that the requested variance represents a very minor increase in the number of small-car parking stalls (i.e. 22 spaces vs 21 spaces), which will not affect the functionality or safety of the proposed parking area.

Floodplain Setback Exemption

The City of Enderby Planner raises no objections to the applicant's request for an exemption to Section 1401.3.b of the City of Enderby Zoning Bylaw No. 1550, 2014 to permit a building within 30 m (98.42 feet) from the natural boundary of the Shuswap River, as the proposal is consistent with Provincial Flood Guidelines which states:

4.6 Where a building or structure is legally non-conforming with the floodproofing requirements set out in any pertinent bylaw or covenant, it is acceptable to allow an addition, at the original non-conforming floor elevation, that would increase the size of the building or structure by less than 25 percent of the floor area existing at the time of enactment of such floodproofing requirements, provided that the degree of nonconformity regarding setback is not increased.

This exemption is consistent with Section 1401.4.f of the Zoning Bylaw which states that pursuant to Section 524(7) of the Local Government Act, the City may grant exemptions to the application of floodplain setbacks and flood construction levels provided that:

- i. The property owner submits a written request for an exemption to the City; and
- ii. The exemption is consistent with the Provincial Guidelines; or, a professional engineer or geoscientist, or other prescribed person, certifies that the property can be safely used for the intended use.

Staff are recommending that, consistent with Provincial best practice recommendations, the exemption be subject to the property owner registering a covenant on the title of the properties, which shall be registered with priority over any financial charges, in order to:

1. Require the Covenantor to acknowledge and agree that the City of Enderby, Government of British Columbia, and Regional District of North Okanagan does not represent that any building or structure constructed in compliance with the covenant terms will not be damaged by flooding or erosion, and the Covenantor agrees not to claim damages or to hold the City of Enderby, Government of British Columbia, or Regional District of North Okanagan responsible for damages caused by flooding or erosion; and
2. Require the Covenantor to indemnify and save harmless the City of Enderby, Government of British Columbia, and Regional District of North Okanagan from any claims, demands, actions, and costs associated with losses or damages occurring as a result of the breach of any provisions of the Covenant by the Covenantor.

SUMMARY

This report relates to a Development Variance Permit application for the property located at 600 Railway Street. The applicant is proposing renovations to convert an existing building to an art gallery/museum. As part of this proposed development, the applicant is seeking variances to Sections 901.2.a 901.2.e.iii, 901.2.f, 1001.6.c, and 1001.6.d of Zoning Bylaw No. 1550, 2014 in order to increase the maximum percentage of off-street parking spaces that may be made up of small-car parking spaces and to waive the requirements for, i) an off-street parking area and maneuvering aisle to be surfaced with asphaltic concrete or cement pavement, ii) a parking area to be provided with curbing, iii) a loading area to be provided with curbing, and iv) an off-street loading space to be surfaced with asphalt, concrete, or similar pavement.

Staff are recommending that Council authorize the issuance of a Development Variance Permit subject to the property owner providing a grading plan to the satisfaction of the City, and providing a sworn affirmation acknowledging several items. Staff are also recommending that Council grants the requested floodplain setback exemption subject to the property owner registering a covenant on the title of the properties.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

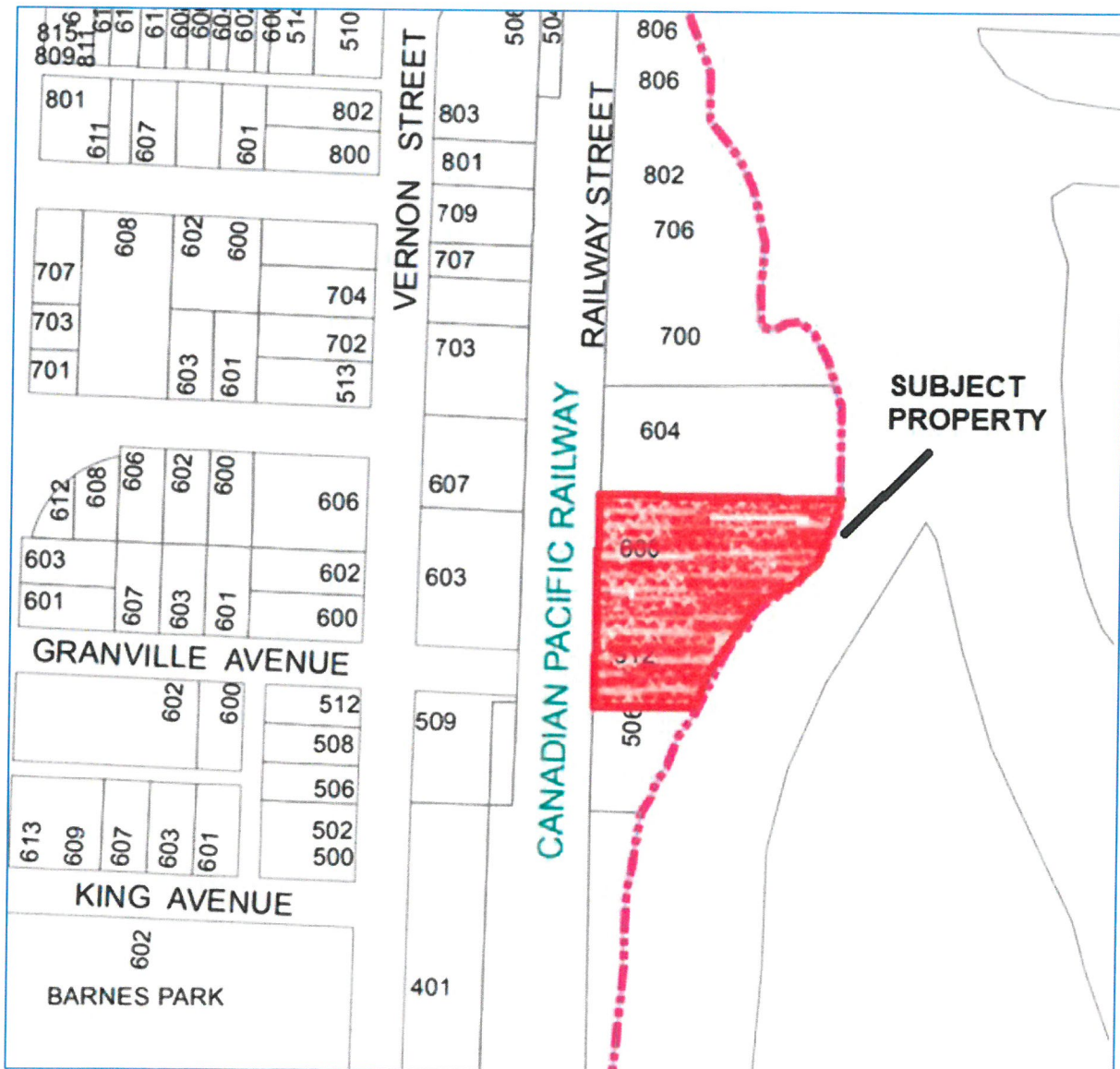
Reviewed By:



Tate Bengtson
Chief Administrative Officer

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

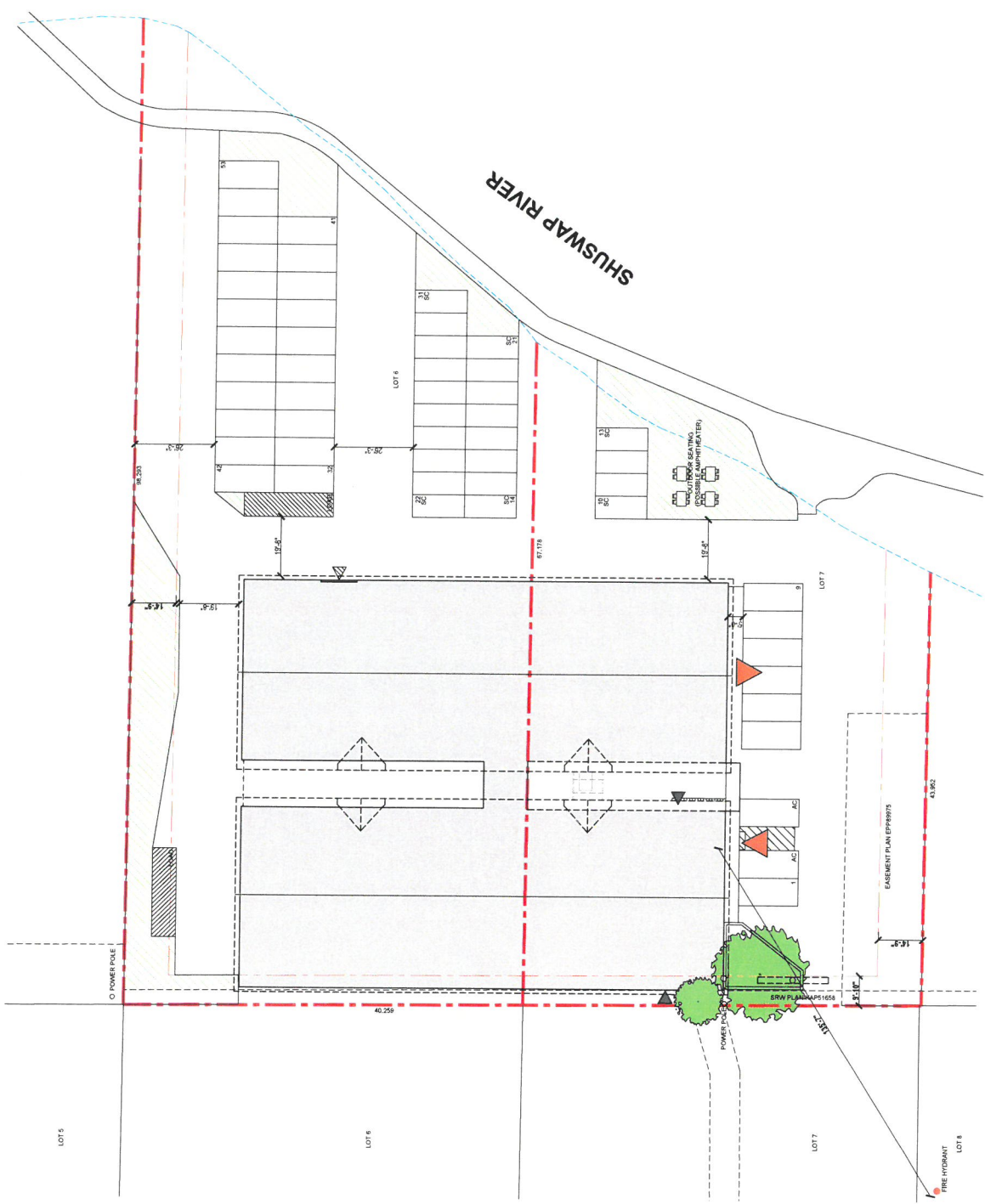
File: 0032-21-DVP-END
Applicant: Zev Tiefenach
Owner: Cardiff Miller Art Inc.
Location: 600 Railway Street, Enderby BC



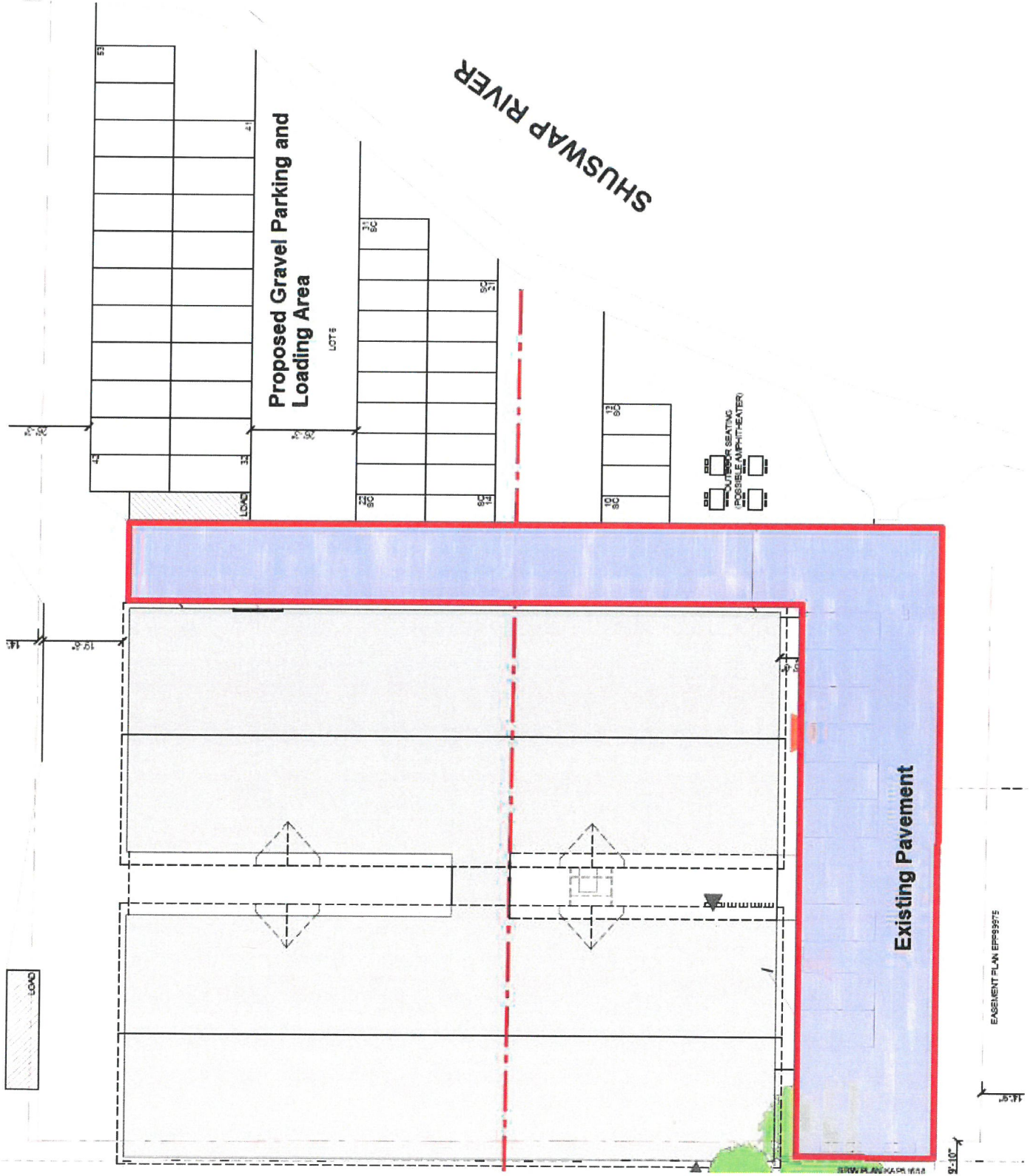
ISSUED

NOV 20, 2020	CLIENT REVIEW
DEC 21, 2020	REVIEW SET
JAN 22, 2020	BUILDING PERMIT
MAR 11, 2020	REVISED VARIANCE APPLICATION

Do not scale drawings. Order of dimensions as follows.



1 SITE PLAN
 A0.2 / 1/16"=1'-0"



THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: March 22, 2021
Subject: 0010-20-OR-END (Shipmaker) – Reconsideration of Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021 for Third Reading and Adoption

RECOMMENDATION

THAT Council receives and files the attached Staff Reports dated January 6, 2021 and March 11, 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.

BACKGROUND

In early 2021, a Joint Official Community Plan Amendment and Rezoning Application was submitted for the property located at 222 Salmon Arm Drive, Enderby BC. The applicant proposed to change the Official Community Plan designation of the subject property from *Residential Low Density* to *Residential Medium Density* and to rezone the property from the Residential Single-Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone, in order to construct a four-family dwelling.

At the Regular Meeting of January 18, 2021, Council gave First and Second Readings to Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550,

2014 Amendment Bylaw No. 1717, 2021 and advanced them to a Public Hearing. At the Regular Meeting of February 1, 2021, a Public Hearing was held to hear public representations respecting matters contained in the proposed Bylaws; following the conclusion of the Public Hearing, Council resolved to not give Third Reading to the Bylaws, defeating and thus refusing the application prior to adoption.

The applicant subsequently submitted a request to Council to reconsider its decision on the application; at the Regular Meeting of March 15, 2021, Council resolved to:

- i. Approve the request for reconsideration;
- ii. Rescind Second Reading of the associated Bylaws;
- iii. Give a new Second Reading to the Bylaws; and
- iv. Advance the Bylaws to a new Public Hearing.

The aforementioned process facilitated the holding of a new Public Hearing for the application, in order to ensure procedural fairness to the public, given that new information had been received since the close of the original Public Hearing on February 1, 2021.

As part of the request for reconsideration, the applicant provided a conceptual drawing of what the proposed development could potentially look like; it should be noted that this drawing is purely conceptual, and the applicant is in no way tied to it. A site plan has not been provided by the applicant at this time but would be required at the building permit stage, should the application be supported; if a subsequent site plan is not able to demonstrate that the development meets all City of Enderby Zoning Bylaw standards (i.e. required setbacks, minimum off-street parking, etc.) they would be required to seek variances through the Development Variance Permit process. It should also be noted that if this Joint OCP Amendment and Rezoning Application were to be approved, the applicant would not be tied to their proposal of a four-family dwelling. Although the applicant may intend to develop the property in accordance with this proposal, it is important to note that if the application is approved then the property could develop in any manner that is consistent with the Zoning Bylaw and any charges registered against the title of the property (covenants, statutory building scheme, etc.).

Respectfully Submitted,



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: March 11, 2021
Subject: Request for Council to Reconsider Joint Official Community Plan Amendment and Rezoning Application for 222 Salmon Arm Drive

RECOMMENDATION

THAT Council receives the attached letter from the partners of Case Holdings Ltd.;

AND THAT Council votes on whether to reconsider the Joint Official Community Plan Amendment and Rezoning Application for 222 Salmon Arm Drive and the associated Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021;

AND THAT subject to a vote in favour of reconsideration, Council rescinds Second Reading of 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*;

AND THAT subject to a vote in favour of reconsideration, Council rescinds Second Reading of 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;

AND THAT subject to a vote in favour of reconsideration, Council gives Second Reading to Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1716, 2021 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021 and forwards them to a Public Hearing.

BACKGROUND

In early 2021, a Joint Official Community Plan Amendment and Rezoning Application was submitted for the property located at 222 Salmon Arm Drive. The application proposed to change the Official Community Plan designation for the property from *Residential Low Density* to *Residential Medium Density* and to rezone the property from the Residential Single-Family (R.1-A) zone to the Residential

Multi-Family Low Intensity (R.3-A) zone, in order to construct a four-family dwelling. At its Regular Meeting of February 1, 2021, following a Public Hearing, Council resolved to not give Third Reading to the Bylaws, defeating and thus refusing the application prior to adoption.

The applicant has submitted a request (attached) that Council reconsider its decision on the application. Council may lawfully reconsider a matter as long as it has not:


- (a) had the approval or assent of the electors and been adopted;
- (b) been reconsidered under subsection (1) or section 131 of the Community Charter;
- (c) been acted on by an officer, employee, or agent of the Municipality.

None of the above conditions apply to the matter being requested for reconsideration.

Should Council choose to reconsider the matter, the appropriate legislative process would be for Council to rescind Second Reading of the associated Bylaws and then give a new Second Reading so as to consider any further amendments it wishes to make, if any, to ensure its satisfaction prior to advancing to a Public Hearing. A new Public Hearing is likely required for procedural fairness to the public, given that new information has been received since the close of the original Public Hearing on February 1, 2021. Council should note that some, limited information may not trigger a Public Hearing but, out of an abundance of caution, Staff are recommending this step to ensure fairness and preclude any risk of a challenge to the validity of the decision. Following a new Second Reading of the Bylaws, the Bylaws would be advanced to a new Public Hearing with adjacent landowners being notified and advertisements being run in the local newspaper. It should be noted that, while adjacent landowners may be unhappy with any continued effort to develop land that they opposed in the first place, it is not unusual for multiple development applications to take place over a single piece of land; development is often an iterative process until a proposal strikes the right balance of neighbourhood context, Council policy, and community needs.

Staff do note that the proposed development of the property to a more intensive residential land use would foster additional housing in the community, while broadening the spectrum of housing choices, which is identified as a critical need within the City's Housing Needs Assessment Report.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

Enderby City council

The partners of Case Holdings are asking you the city council of Enderby to waive the 6 month waiting period for the re-introduction of a public hearing for lot 222 Salmon Arm Dr. to have it's OCP designation changed from R-1 to R-3a.

We believe that the merits of this application are many, but most significantly are, as stated in The City of Enderby's Official Community Plan and the area's Regional Growth Strategy to which the City of Enderby endorses.

Also there was a suggested concern over the possibility of this project causing excessive traffic, it seems that there may be a net 0 to 1 cars using the local streets, because of this project. Which is probably less than a large family home with a big family and a legal suite on the lower level.

The following information is taken from the RGS and Enderby's OCP

Urban Containment: (from the RGS)

UC-1.6: use the policy tools available to local governments to encourage the redevelopment and revitalization of underutilized lands. The OCP includes references to policy tools for encouraging redevelopment and revitalization of underutilized lands including developing alternate development standard.

From the City of Enderby's OCP

SECTION 9 – URBAN CONTAINMENT AND RURAL PROTECTION

9.1 Discussion The RGS has a projected growth rate of 1.46% per annum. An annual growth rate of 1.5% has been utilized for the purposes of this plan. The ICSP process has determined that there is infill potential within the existing residential areas of the City that would accommodate approximately 200 units and support a population increase of approximately 375.

e. Council will cooperate with the Regional District in maintaining densities and configurations that do not encumber the future expansion and development of the City for those lands west of current boundaries, identified within the RGS as Future Growth Areas.

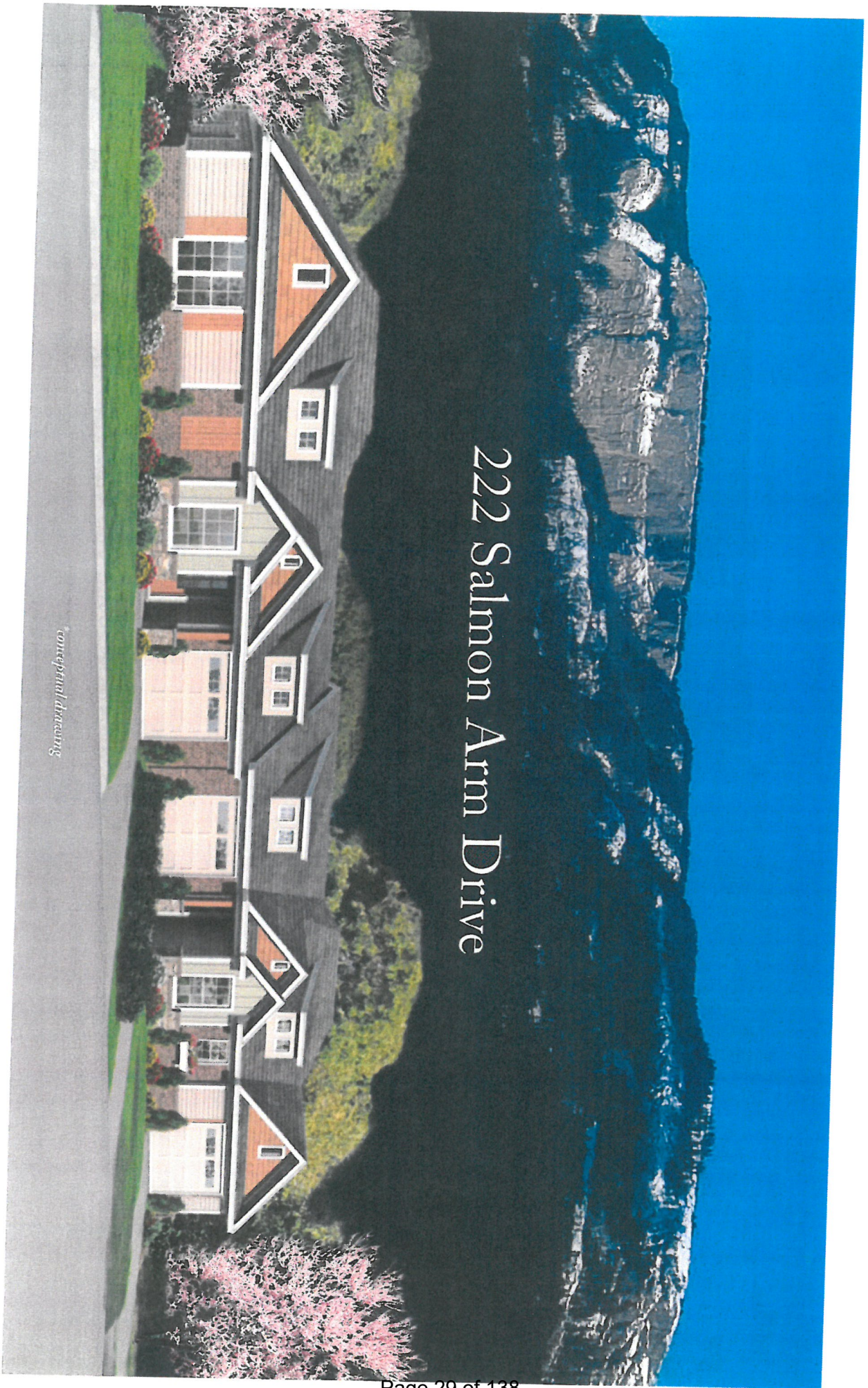
f. Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.

Also I would encourage council to access Enderby's housing needs assessment report as listed below:

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

With regards to the question of parking. The project would provide for the required amount of off street parking, as stated in the R-3a bylaw

Yours Truly



222 Salmon Arm Drive

conceptual drawing

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

File No: 0010-20-OR-END

January 6, 2021

APPLICANT: Earl Shipmaker

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

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

PID #: 017-638-691

LOCATION: 222 Salmon Arm Drive, Enderby BC

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

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

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

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

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

PROPOSAL: Construct a four-family dwelling

RECOMMENDATION:

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

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

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

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

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

BACKGROUND:

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

Site Context

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

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

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

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

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

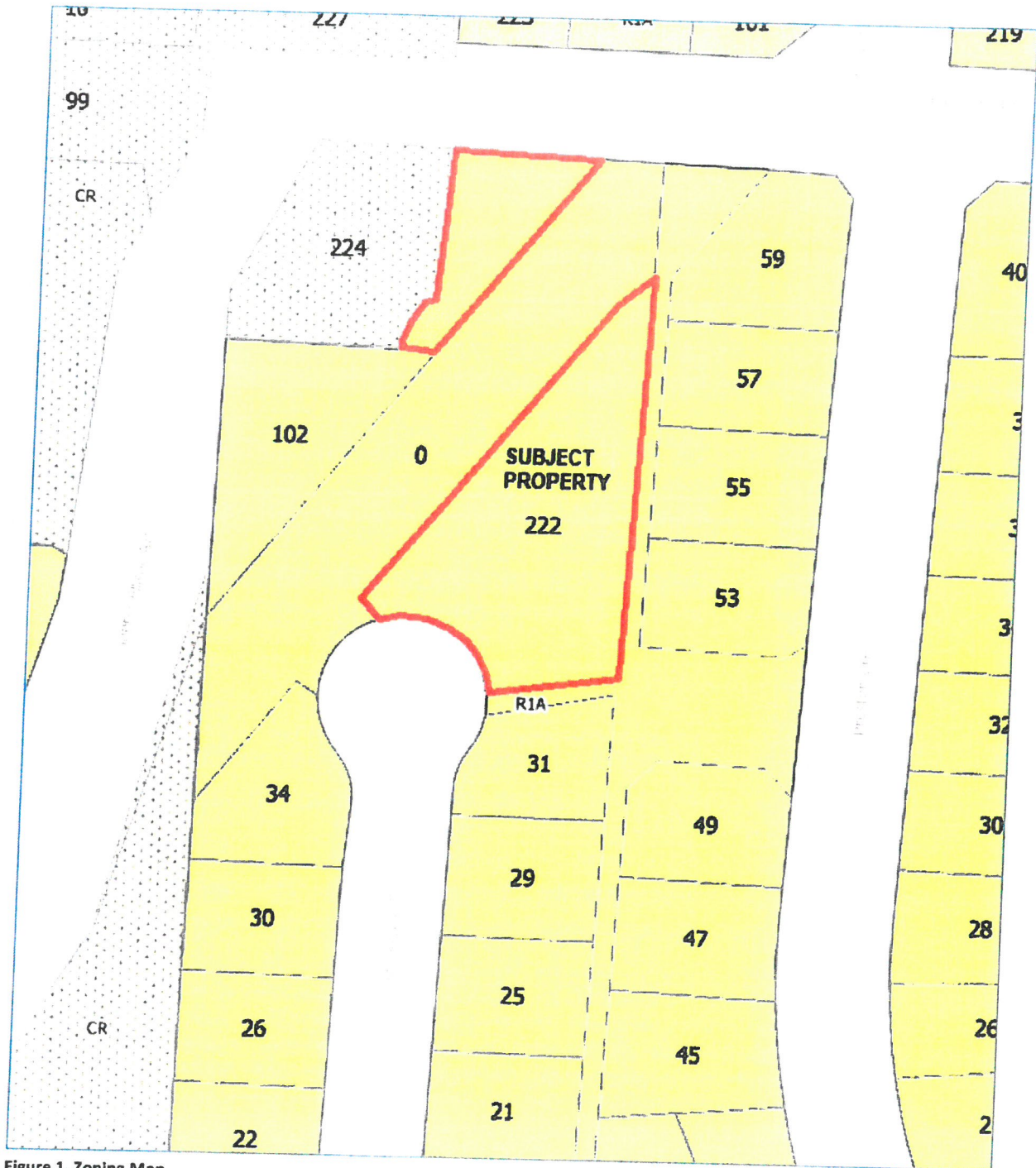


Figure 1. Zoning Map

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

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

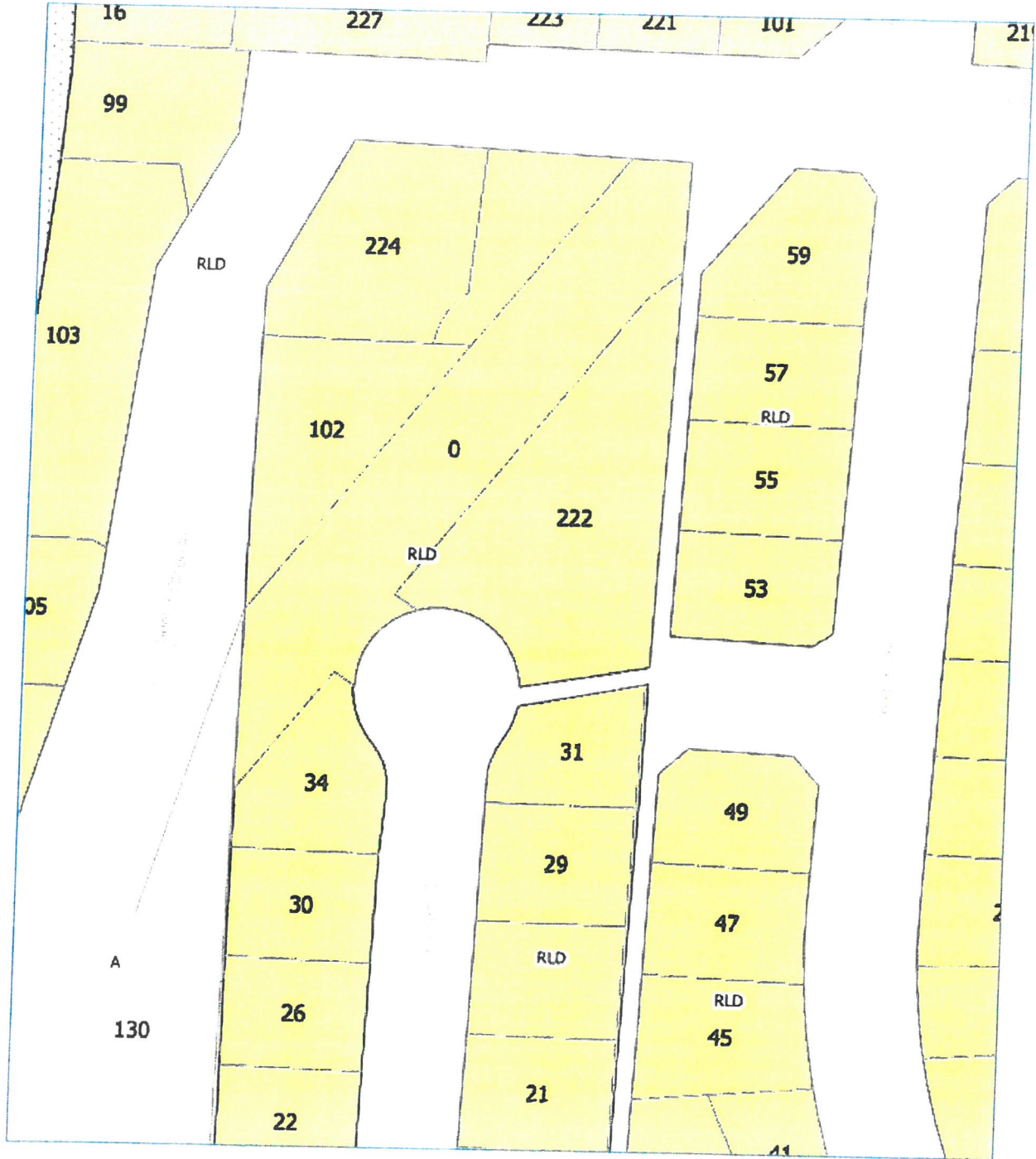


Figure 2. OCP Future Land Use Designations
Yellow – Residential Low Density
Green – Agricultural
Dotted – Country Residential

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



Figure 3: Orthophoto

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

The Proposal

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

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

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

ZONING BYLAW:

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

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

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

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

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

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

- i. Each row housing dwelling unit must be located on a separate parcel (i.e. requires subdivision);
- ii. Each row housing parcel shall have a minimum lot area of 220 m², or 330 m² for end units;
- iii. Each row housing parcel shall have a minimum lot frontage of 7.5 m (24.61 feet);
- iv. Row housing shall be in the form of a block of at least four and not more than 8 side-by-side family dwelling units.

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

OFFICIAL COMMUNITY PLAN:

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

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

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

HOUSING NEEDS REPORT

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

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

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

REFERRAL COMMENTS:

The application was referred to the following individuals/agencies:

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

The following comments were received in response to the application

Ministry of Transportation and Infrastructure

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

City of Enderby Chief Financial Officer

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

PLANNING ANALYSIS:

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

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

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

SUMMARY

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

The City of Enderby Planner is supportive of the application.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

Reviewed By:



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1716

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

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Official Community Plan Bylaw No. 1549, 2014";

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

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

READ a FIRST time this day of , 2021.

READ a SECOND time this day of , 2021.

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

READ a THIRD time this day of , 2021.

ADOPTED this day of , 2021.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1717

A BYLAW TO AMEND THE CITY OF ENDERBY ZONING BYLAW NO. 1550, 2014 AND
AMENDMENTS THERETO

WHEREAS pursuant to Section 479 of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 1550, cited as "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Zoning Bylaw No. 1550, 2014";

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

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1717, 2021".
2. The zoning designation of the property legally described as LOT 2 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP46537 EXCEPT PLAN KAP92074, and located at 222 Salmon Arm Drive, Enderby BC, is hereby changed from the Residential Single Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone.

READ a FIRST time this day of , 2021.

READ a SECOND time this day of , 2021.

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

READ a THIRD time this day of , 2021.

ADOPTED this day of , 2021.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: March 30, 2021
Subject: Agricultural Land Reserve Subdivision Application - 107 Timberlane Road, Enderby BC

RECOMMENDATION

THAT Council supports the proposed Agricultural Land Reserve Subdivision Application for a six-lot subdivision at 107 Timberlane Road, Enderby BC and authorizes the application to proceed to the Agricultural Land Commission.

BACKGROUND

In late 2020, the City of Enderby considered a Joint Official Community Plan Amendment and Rezoning Application for the property located at 107 Timberlane Road, Enderby BC. The applicant proposed to change the Official Community Plan designation of the subject property from *Country Residential/Agricultural* to *Residential Low Density*, and to rezone it from the Country Residential (C.R) zone to the Residential Single Family (R.1) zone. The intent of the applicant was to proceed with a six-lot subdivision of the subject property. At the Regular Meeting of December 7, 2020, Council approved the application and gave Third Reading and Adoption to the associated Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020 (previous Staff memos are attached); the applicant was required to register a Covenant on the title of the property which requires that any new lots created by subdivision be a minimum of 2,000 m² (0.494 acres) in area, unless the properties are serviced by both community water and community sanitary sewer systems.

Given that the subject property is located in the Agricultural Land Reserve (ALR), the applicant subsequently submitted an ALR Subdivision Application to the Agricultural Land Commission (ALC). Pursuant to the ALC Act, the application will not proceed to the ALC unless authorized by a resolution of the local government. As Council has previously authorized the rezoning the property and changed its future land use designation in the OCP in order to support urban levels of development on the property, Staff are recommending that Council supports the proposed ALR Subdivision Application for a six-lot subdivision at 107 Timberlane Road and authorizes the application to proceed to the Agricultural Land Commission.

Should Council authorize the application to proceed to the ALC, the ALC will then consider whether to authorize a subdivision to occur ALR land. Should the ALC authorize the proposal to proceed, the

applicant will then be required to go through the traditional subdivision application process at the local government level.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 62531

Application Status: Under LG Review

Applicant: Stephen Smith , Shelley Smith

Agent: Stephen Smith

Local Government: City of Enderby

Local Government Date of Receipt: 03/05/2021

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

Proposal: The lot sizes will actually be approximately 0.3959 of an hectare . I had to enter 6 hectares as the land size but it is actually 2.58 of an hectare. This program does not allow for a percentage of a hectare Martin Collins at the ALC is aware of this and approved my doing it this way. The purpose is to provide 6 new lots for single family homes .

The lot sizes are similar to the existing homes in the area.

Agent Information

Agent: Stephen Smith

Mailing Address:

1

Primary Phone:

Email:

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 044-849-248

Legal Description: Lot A Seection27 Twnsp 18 Range 9 W6M KPYD Plan 27274 Except Plan 59772

Parcel Area: 6 ha

Civic Address: 107 Timberlane Rd Enderby BC V0E 1V1

Date of Purchase: 06/01/1990

Farm Classification: No

Owners

1. **Name:** Stephen Smith

Address:

107 Timberlane Rd

Enderby, BC

V0E 1V1

Canada

Phone:
Email:
2. **Name:** Shelley Smith
Address:
107 Timberlane Rd
Enderby, BC
V0E 1V1
Canada
Phone:

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

None

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

None

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

One single family residential home

Adjacent Land Uses

North

Land Use Type: Residential

Specify Activity: Single family home

East

Land Use Type: Transportation/Utilities

Specify Activity: road separates property from small holding

South

Land Use Type: Transportation/Utilities

Specify Activity: Road separates property from small holding

West

Land Use Type: Residential

Specify Activity: Single family home

Proposal

1. Enter the total number of lots proposed for your property.

1 ha

1 ha

1 ha

1 ha

1 ha

1 ha

2. What is the purpose of the proposal?

The lot sizes will actually be approximately 0.3959 of an hectare . I had to enter 6 hectares as the land size but it is actually 2.58 of an hectare. This program does not allow for a percentage of a hectare Martin Collins at the ALC is aware of this and approved my doing it this way. The purpose is to provide 6 new lots for single family homes .

The lot sizes are similar to the existing homes in the area.

3. Why do you believe this parcel is suitable for subdivision?

It is heavily treed on a residential street . The land has roads on three sides and will not interfere with any agriculture in the area. The land has two major contours running the length of it . There is not enough area to raise any animals or crops at any kind of scale to make it viable for any food production. The proposed habitat zone will occupy the majority of the area in the ALR zone and therefore is not changing the present usage to any large degree.

4. Does the proposal support agriculture in the short or long term? Please explain.

More people living in the area would require food and would support local farm produce. Because this development will be leaning heavily towards sustainability the people who are interested in living there will be prone to eating local sustainable produce.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

Applicant Attachments

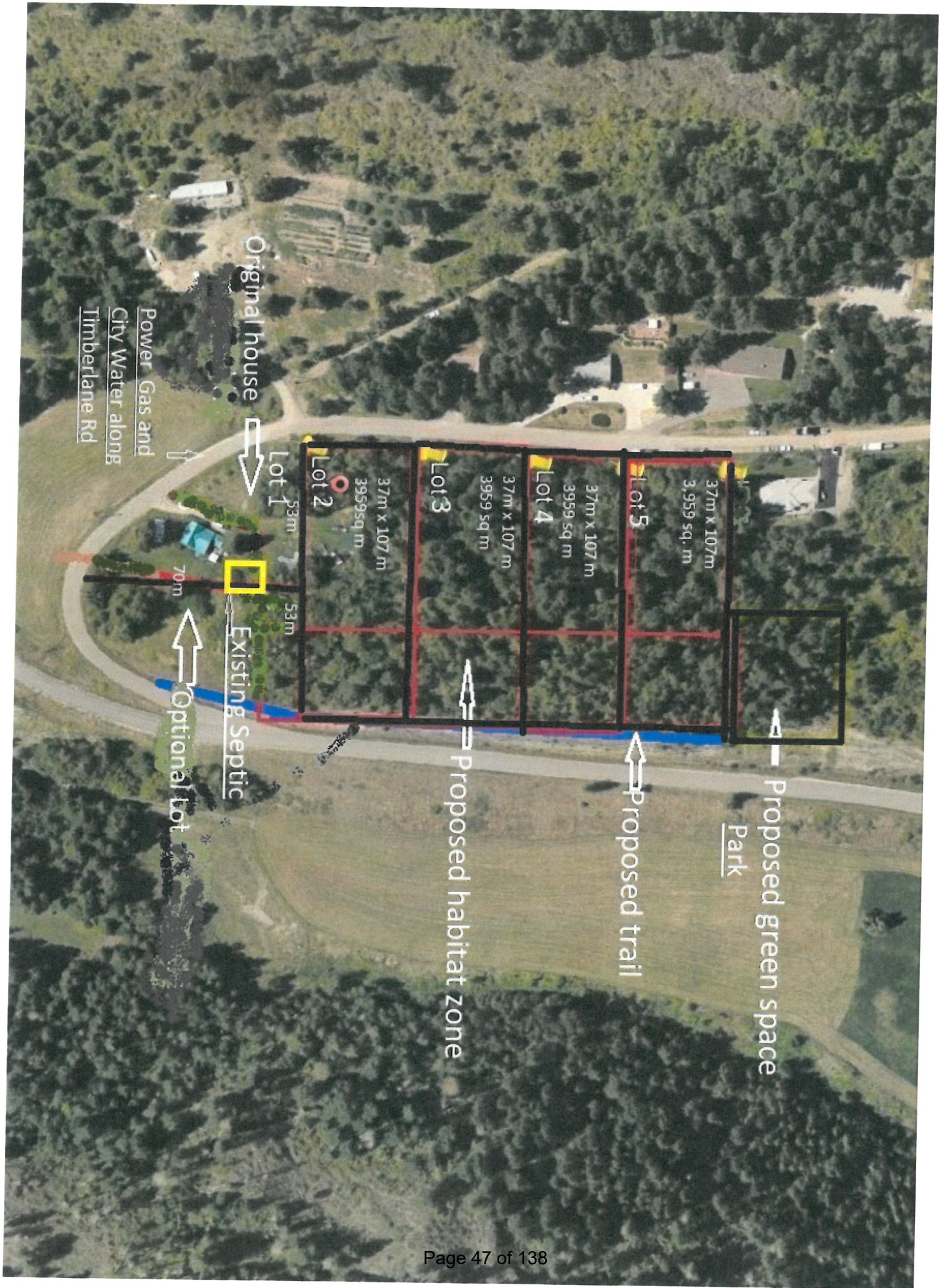
- Agent Agreement-Stephen Smith
- Proposal Sketch-62531
- Certificate of Title-044-849-248

ALC Attachments

None.

Decisions

None.



Original house

Power Gas and
City Water along
Timberlane Rd

Lot 1
53m

Lot 2
37m x 107m
3959sq m

Lot 3

37m x 107m
3959 sq m

Lot 4

37m x 107m
3959 sq m

Lot 5

37m x 107m
3,959 sq. m

70m

Existing Septic

Optional lot

Proposed habitat zone

Proposed trail

Proposed green space
Park

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: December 1, 2020
Subject: 0008-20-OR-END (Smith) - Third Reading and Adoption of Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020

RECOMMENDATION

THAT Council receives and files the attached Staff Report dated November 12, 2020;

AND THAT upon consideration of input at the Public Hearing, Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020 which proposes to change the future land use designation of the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772, and located at 107 Timberlane Road, Enderby BC, from *Country Residential/Agricultural* to *Residential Low 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. 1712, 2020 which proposes to rezone the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772, and located at 107 Timberlane Road, Enderby BC, from the Country Residential (C.R) zone to the Residential Single Family (R.1) zone be given Third Reading and Adoption, with Adoption being subject to the applicant registering a Covenant on the title of the subject property which requires that any new lots created by subdivision of the subject property be a minimum of 2,000 m² (0.494 acres) in area, unless the properties are serviced by both community water and community sanitary sewer systems;

AND FURTHER THAT should Council give Third Reading and Adoption to Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020, and the applicant has satisfied the condition described above, such Adoption shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.

BACKGROUND

This is a Joint Official Community Plan Amendment and Rezoning Application for the property located at 107 Timberlane Road, Enderby BC. The applicant is proposing to change the Official Community Plan (OCP) designation of the subject property from *Country Residential/Agricultural* to *Residential Low Density*, and to rezone it from the Country Residential (C.R) zone to the Residential Single Family (R.1)

zone. The intent of the applicant is to proceed with a six-lot subdivision of the subject property, although it should be noted that at this point in the development process, the proposed subdivision plan is purely conceptual, and that if a rezoning and OCP amendment were to be approved the applicant would not be tied to this proposal. Although the applicant may intend to develop the property in accordance with the attached subdivision plan, it is important to note that the property could develop in any manner that is consistent with the Zoning Bylaw and Subdivision Servicing and Development Bylaw (unless otherwise varied), as well as any charges registered against the title of the property (covenants, statutory building scheme, etc.).

At the Regular Meeting of November 16, 2020, Council gave First and Second Readings to Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020 and forwarded them to a Public Hearing; the Public Hearing provides an opportunity for all persons who believe that their interest in property is affected by the bylaws to make public representation.

It has been recommended that Adoption of Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020 be subject to the applicant registering a Covenant on the title of the subject property which requires that any new lots created by subdivision of the subject property be a minimum of 2,000 m² (0.494 acres) in area, unless the properties are serviced by both community water and community sanitary sewer systems. Should this Bylaw be given Third Reading and Adoption, and the applicant has satisfied the aforementioned condition, the Bylaw would be forwarded to the Ministry of Transportation and Infrastructure for final endorsement.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

CITY OF ENDERBY
OFFICIAL COMMUNITY PLAN AMENDMENT AND REZONING APPLICATION

File No: 0008-20-OR-END

November 12, 2020

APPLICANT: Stephen and Shelley Smith

OWNER(S): Stephen and Shelley Smith

LEGAL DESCRIPTION: LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN
KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772

PID #: 004-849-248

LOCATION: 107 Timberlane Road, Enderby BC

PROPERTY SIZE: 5.52 acres (2.23 hectares/22,300 square meters)

PRESENT ZONING: Country Residential (C.R)

PROPOSED ZONING: Residential Single Family (R.1)

**PRESENT O.C.P:
DESIGNATION:** Country Residential/Agricultural

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

PROPOSAL: Six-lot subdivision

RECOMMENDATION:

THAT Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020 which proposes to change the future land use designation of the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772, and located at 107 Timberlane Road, Enderby BC, from *Country Residential/Agricultural* to *Residential Low Density* be given First Reading;

AND THAT after First Reading of the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020 and in accordance with Sections 473 (2.1) and 477 of the *Local Government Act*, Bylaw

No. 1711 be considered in conjunction with the City's Housing Needs Report, Financial Plan, and Regional Solid Waste Management Plan;

AND THAT after considering the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020 in conjunction with the City's Housing Needs Report, Financial Plan, and Regional Solid Waste Management Plan, Bylaw No. 1711 be given Second Reading and forwarded to a Public Hearing;

AND THAT the referral process which requests that various authorities and organizations review the amendments proposed by the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020, as outlined in this Staff Report, be considered appropriate consultation for the purposes of Sections 475 and 476 of the *Local Government Act*;

AND THAT Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020 which proposes to rezone the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772, and located at 107 Timberlane Road, Enderby BC, from the Country Residential (C.R) zone to the Residential Single Family (R.1) zone be given First and Second Reading and forwarded to a Public Hearing;

AND FURTHER THAT a potential adoption of the Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020 be subject to the applicant registering a Covenant on the title of the subject property which requires that any new lots created by subdivision of the subject property be a minimum of 2,000 m² (0.494 acres) in area, unless the properties are serviced by both community water and community sanitary sewer systems.

BACKGROUND:

This report relates to a Joint Official Community Plan Amendment and Rezoning Application for the property located at 107 Timberlane Road, Enderby BC. The applicant is proposing to change the Official Community Plan (OCP) designation of the subject property from *Country Residential/Agricultural* to *Residential Low Density*, and to rezone it from the Country Residential (C.R) zone to the Residential Single Family (R.1) zone. The intent of the applicant is to proceed with a six-lot subdivision of the subject property.

Site Context

The 5.52 acre (2.23 hectare) subject property is located on the west side of Gunter Ellison Road, which is identified as a Municipal Major Collector Road in the OCP, and the eastern side of Timberlane Road. The property is located on a hillside with steep grades that run from west to east. A single-family dwelling is located along the southern property boundary, with a driveway access off of Timberlane Road. The eastern half of the property is located within the Agricultural Land Reserve (ALR), with the ALR boundary bisecting the property in a southwest to northeast direction. The property is adjacent to the City's community water system on Timberlane Road, but the community sanitary sewer system terminates on Gunter Ellison Road approximately 300 meters to the north of the subject property.

The property is zoned Country Residential (C.R) and is designated as *Country Residential/Agricultural* in the OCP. The properties to the west and north are zoned Country Residential (C.R) and are designated as *Country Residential* in the OCP. The properties to the east and south are located in Electoral Area 'F' of the Regional District of North Okanagan.

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

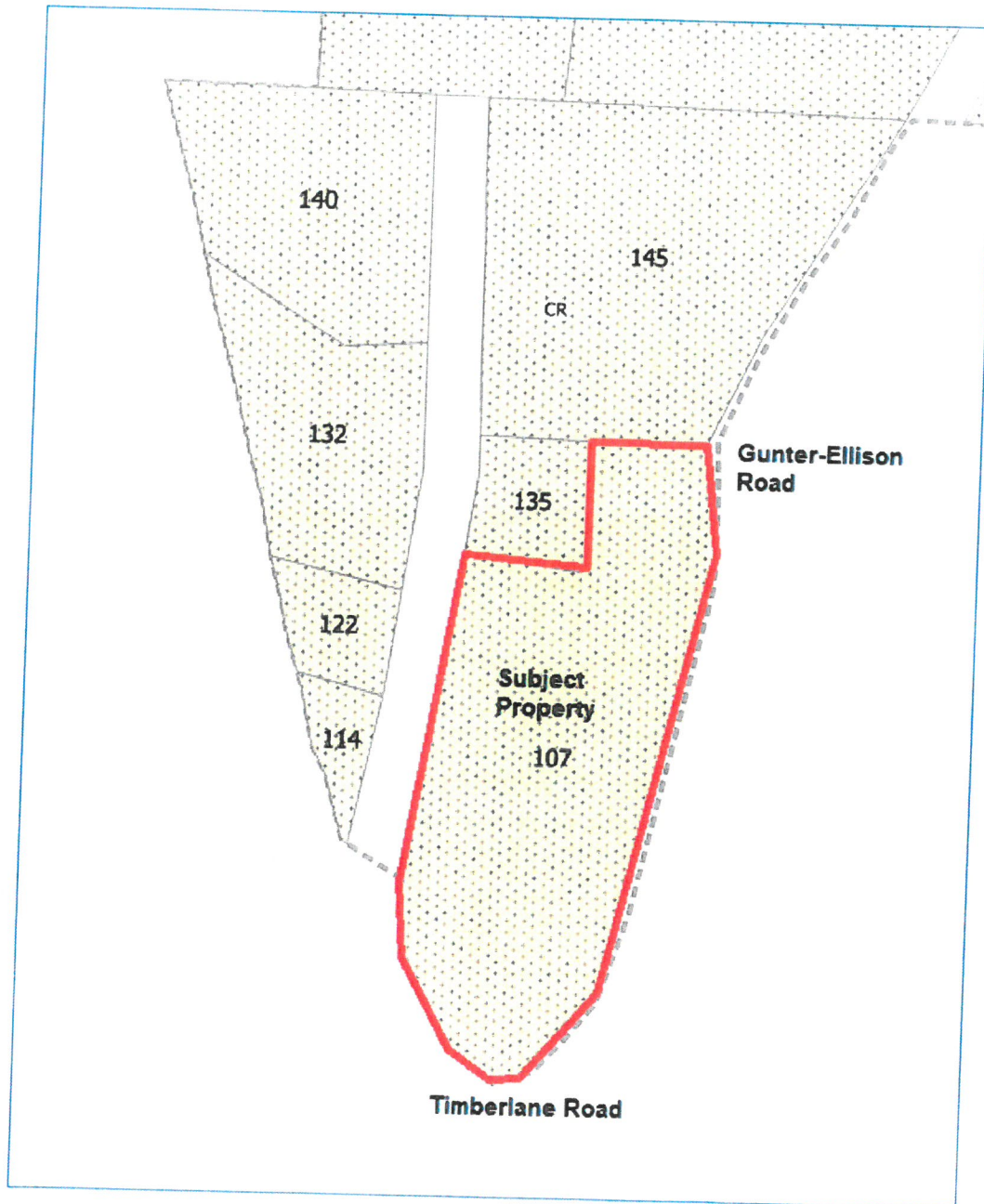


Figure 1: Zoning Map

Dotted: Country Residential (C.R)

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



Figure 2: Orthophoto

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

The Proposal

The applicant is proposing a six-lot subdivision of the property, with the proposed lots to have frontage off both Gunter-Ellison Road and Timberlane Road, as shown on the attached Schedule 'A'. The proposed lots range in area from 0.723 acres (2,929 square meters) to 0.951 acres (3,848 square meters). Given that the subject property's Country Residential (C.R) zoning designation requires lots to have a minimum area of 4.942 acres (19,911 square meters), the applicant is proposing to rezone the property to the Residential Single Family (R.1) zone, which has a minimum lot area of 560 square meters. Given that the OCP designates the future land use of the property as *Country Residential/Agricultural*, the proposed rezoning requires an amendment to the OCP to change the future land use designation of the property to *Residential Low Density*, which supports smaller lots and urban levels of development.

It should be noted that at this point in the development process, the proposed subdivision plan (Schedule 'A') is purely conceptual, and that if a rezoning and OCP amendment were to be approved, the applicant would not be tied to this proposal. Although the applicant may intend to develop the property in accordance with the attached subdivision plan, it is important to note that the property could develop in any manner that is consistent with the Zoning Bylaw and Subdivision Servicing and Development Bylaw (unless otherwise varied), as well as any charges registered against the title of the property (covenants, statutory building scheme, etc.). Based on the minimum lot area requirement of 560 square meters (0.138 acres) for the proposed Residential Single Family (R.1) zone, if the property is rezoned to R.1 then it could potentially be developed to a much higher density than the proposed six-lot subdivision (i.e. 20+ lots). It should be noted that higher densities would be subject to the applicant servicing the property through the community sanitary sewer system, given that Interior Health does not permit on-site septic systems on urban scale lots; servicing the development through the community sanitary sewer system would require an approximately 300 meter service extension from where the system currently terminates on Gunter Ellison Road to the north. Should the applicant seek a variance through the subdivision process to allow for on-site servicing in lieu of a service extension, this would in effect limit potential density on the subject property given that Interior Health only permits on-site septic systems on larger parcels.

ZONING BYLAW:

The subject property is zoned Country Residential (C.R) and uses permitted within this zone include:

- Accessory buildings and structures
- Accessory employee residential use
- Accessory produce and fruit sales
- Civic and public service use
- Boarding, lodging, or rooming houses
- Convalescent, nursing, and personal care homes
- Intensive agricultural use
- Limited agricultural use

- Mobile homes
- Single family dwellings
- Two family dwellings
- Secondary suites
- Bed and breakfasts
- Dog kennels

Uses permitted within the proposed Residential Single Family (R.1) zone include:

- Accessory residential
- Restricted agriculture
- Single-family dwellings
- Secondary suites
- Bed and breakfasts
- Civic and public service use

OFFICIAL COMMUNITY PLAN:

Schedule 'E' – Regional Growth Strategy Designations of the OCP designates the subject property as a 'Future Growth Area'.

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

- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.
- Policy 9.3.c - Council supports a phased approach to development including consideration of alternate servicing standards within Growth Areas and Future Growth Areas.
- Objective 9.3.f - Council will allow for phased development in Future Growth Areas such that any new lots created are a minimum of 2,000 m², do not require new highway infrastructure, and are supported by sustainable alternate development standards relative to other infrastructure services.
- Policy 15.3.c - Council will consider working with the ALC to support refining the ALR boundaries to the west of the City of Enderby as it relates to the property legally described as Lot A, Plan 27274, Section 27, Township 18, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except Plan KAP59772 (*the subject property).

***Note: This policy has no bearing on the proposed Rezoning/OCP Amendment Application and would only be applicable in the case of a request to Council to support removing the subject property*

from the Agricultural Land Reserve. Given that the above policy is site specific to the subject property, Staff have included it only for information.

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

REGIONAL GROWTH STRATEGY

The North Okanagan Regional Growth Strategy (RGS) provides a common framework for regional and local planning in the North Okanagan and is intended to encourage development to be focused in existing growth areas and limit development in rural protection areas.

The application was referred to RDNO Staff, who provided the following comments on how the proposal relates to the RGS:

- *“In the Regional Growth Strategy (RGS), the subject parcel is located within a Future Growth Area, and as such no amendments or referrals would be required from an RGS perspective. As part of the definition of Future Growth Areas, the RGS states that once development begins within Future Growth Areas, these areas will be considered Growth Areas as defined within the RGS. The RGS defines Growth Areas as areas serviced by water and sewer infrastructure and are intended to contain urban densities (lots less than 1 ha). Connecting the proposed subdivision to both community water and community sewer infrastructure would be consistent with the intent of the RGS.*
- *Policy TI-3.1 of the RGS encourages the development of supportive policies that will focus growth toward areas with existing infrastructure. Policy TI-3.4 encourages the adoption of a phased approach to infrastructure expansion that minimizes the financial burden to municipalities.”*

HOUSING NEEDS REPORT

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

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

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

REFERRAL COMMENTS:

The application was referred to the following individuals/agencies:

- City of Enderby Public Works Manager;
- City of Enderby Chief Financial Officer;
- Building Inspector;
- Fire Chief;
- RDNO Manager of Regional Engineering Services;
- RDNO Planning Staff;
- Ministry of Transportation and Infrastructure; and
- Agricultural Land Commission.

The following comments were received in response to the application

RDNO Manager of Regional Engineering Services

"No conditions need be applied with respect to solid waste management planning or SWMP [Solid Waste Management Plan] implementation."

City of Enderby Chief Financial Officer

"The rezoning/OCP amendment application would have no impact to the Financial Plan."

City of Enderby Public Works Manager

"In terms of land use planning, the applicant's proposal appears consistent with future growth projections for the area. However, growth places demands on servicing that will need to be addressed at subdivision."

This proposal, while only six lots, is located within a rural interface area where relatively small increases in development may affect existing service levels. Given this, services with marginal capacity may require upgrades in order to accommodate new development while protecting service levels for existing development.

At the subdivision stage, there will be a need for a geotechnical study and there will likely be a need for improvements with respect to traffic impacts and water supply demands. The applicant will also be required to demonstrate adequate stormwater management and, through the Interior Health Authority, that the proposed on-site septic systems can safely handle liquid waste from the proposed new parcels.

The proposed dedication of a public trail – which I recognize would happen at subdivision, and not at the time of an OCP amendment - does not appear to have any purpose and does not fit with master planning for pedestrian connectivity; given that it is on the side of a steep bank, it would be costly to upgrade the proposed alignment to the point where it may be safely used. As the public benefit of an unconnected trail along a bank is limited and the risks to the local

government high, staff suggest that this would not be acceptable parkland dedication; alternate acceptable parkland dedication should be identified if it is consistent with long-range planning, or otherwise cash-in-lieu towards park acquisition elsewhere, with a higher public benefit, should be paid at the time of subdivision.

As the proposal is consistent with future growth planning and density projections, staff do not have an objection to the proposed Official Community Plan and Zoning amendments on their face, but wish to advise that these are among the considerations that must be addressed during the subdivision process."

Ministry of Transportation and Infrastructure

"As the subject property is greater than 800m from a Controlled Access Highway, Ministry of Transportation and Infrastructure approval is not required for this proposal.

We have not created a file and have no comment."

RDNO Planning Staff

RDNO Planning Staff provided a range of comments in relation to:

- How the existing OCP land use designation of the subject property is compatible with the designations of surrounding properties in the RDNO, as noted in the Area 'F' OCP;
- How the proposal relates to the policies of the RGS; and
- The fact that the Ministry of Transportation & Infrastructure may require upgrades for those portions of Timberlane Road and Gunter-Ellison Road that fall within Electoral Area 'F'.

The full correspondence is attached as Schedule 'B'.

Agricultural Land Commission

"Given the location of the ALR boundary on the Property, it appears that the proposed subdivision associated with the Application would bisect the ALR. In order to subdivide property within the ALR, a subdivision application must be submitted to the ALC for review and approval. Moreover, the proposal map identifies a trail. Given this, review of the Application is premature in advance of the ALC reviewing the application(s)."

The full correspondence is attached as Schedule 'C'.

PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to change the Official Community Plan designation of the property from *Country Residential/Agricultural* to *Residential Low Density* and to rezone the subject property from the *Country Residential (C.R)* zone to the *Residential Single Family (R.1)*, and upon consideration of input received at a Public Hearing, recommends that Council approve the subject application for the following reasons:

- The proposed land use is consistent with *Schedule 'E' – Regional Growth Strategy Designations* of the OCP, which designates the subject property as a Future Growth Area;
- The proposed land use would enable higher density residential development, which will increase the availability of housing within the community and increase the ratio of improvement-to-land values;
- Given the servicing costs associated with development of the City's future growth area of the Knoll, the community currently has a relatively low supply of vacant single-family lots which are available for new construction;
- The City of Enderby Housing Needs Report states, "*The limited growth in the housing sector over the past decade may be attributed to a relatively low supply of vacant lots in the community upon which single family dwellings could be developed.*"; it should be noted that the proposed development would introduce several new single-family lots to the community, which would help to facilitate additional growth in the housing sector; given the potential for secondary suites within these future single-family dwellings, the proposal could result in additional rental units within the community, which the Housing Needs Report identifies as a critical need;
- Although there are servicing challenges for the subject property, as discussed by the City's Public Works Manager, these issues would be addressed through the subdivision process, or the Development Variance Permit process if the applicant were to seek variances to the Subdivision Servicing and Development Bylaw (example: proposing on-site servicing instead of connecting to community systems); it should be noted that if the applicant were to seek variances, a public process would be triggered where adjacent land owners would have a chance to make public representation respecting those variances; and
- As a portion of the subject property is within the ALR, agricultural protection will be considered by the Agricultural Land Commission (ALC) when the applicant applies to the ALC for an ALR subdivision; should the ALC consider that the land is suitable farm land, and the subdivision of this land would negatively impact its farming potential, the ALC could choose to not support an ALR subdivision in which case the proposed subdivision would not be able to proceed at the local level, in the absence of a successful ALR Exclusion application.

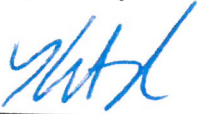
Objective 9.3.f of the OCP states that Council will allow for phased development in Future Growth Areas such that any new lots created are a minimum of 2,000 m², do not require new highway infrastructure, and are supported by sustainable alternate development standards relative to other infrastructure services. Given this, Staff are recommending that a potential adoption of the Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020 be subject to the applicant registering a Covenant which requires that any new lots created by subdivision of the subject property be a minimum of 2,000 m² (0.494 acres) in area, unless the properties are serviced by both community water and community sanitary sewer systems. This requirement will ensure that the property develops in a phased manner, whereby any new lots created through subdivision must be larger in size until such time as access to both community water and community sanitary sewer systems is available, at which point an urban scale of development would be possible.

SUMMARY

This report relates to a Joint Official Community Plan Amendment and Rezoning application for the property located at 107 Timberlane Road, Enderby BC. In order to facilitate a six-lot subdivision of the subject property, the applicant is proposing to change the OCP land use designation of the property from *Country Residential/Agricultural* to *Residential Low Density*, and to rezone the subject property from the Country Residential (C.R) zone to the Residential Single Family (R.1) zone.

The City of Enderby Planner is supportive of the application, subject to the condition described above.

Prepared By:



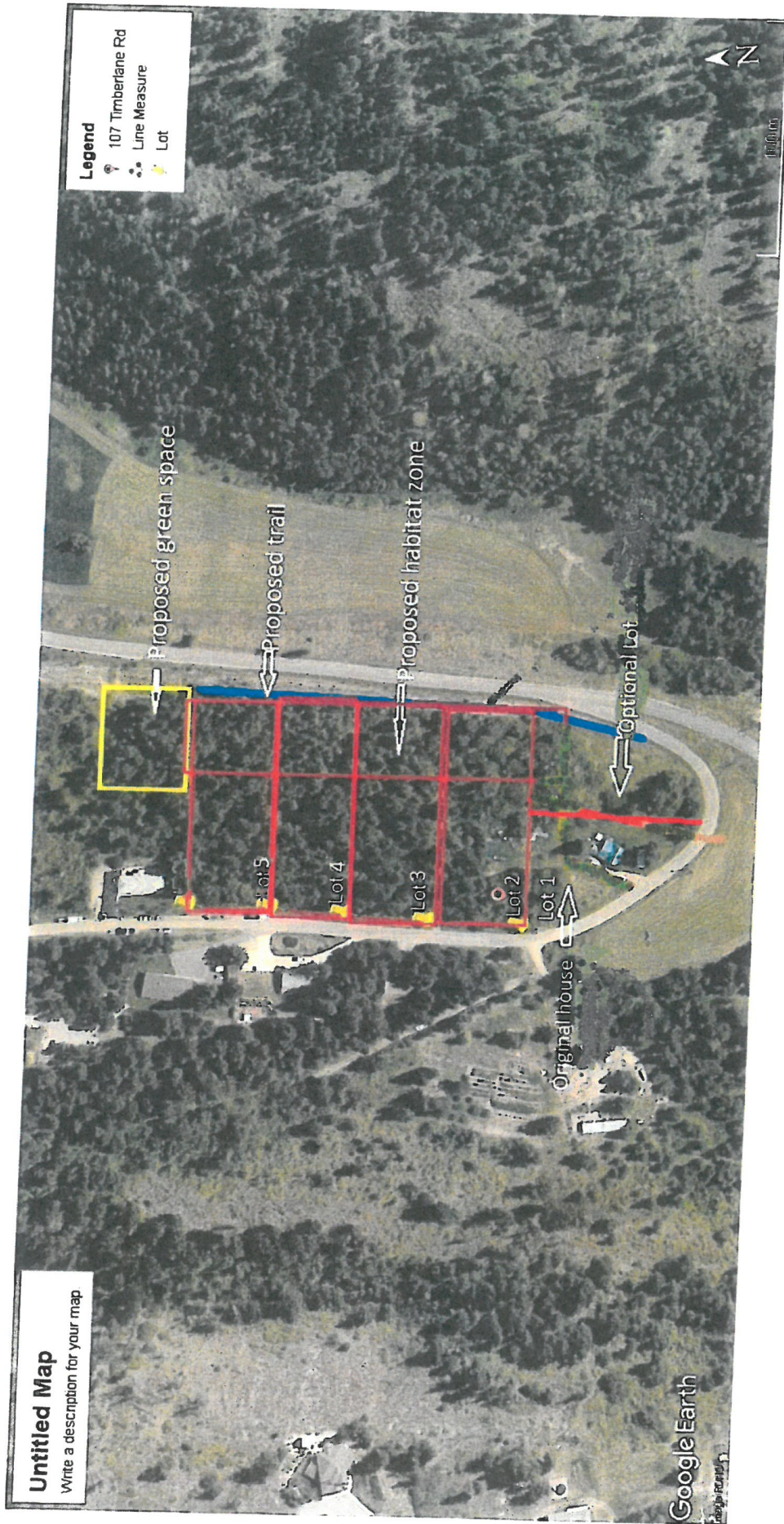
Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

Reviewed By:



Tate Bengtson
Chief Administrative Officer

Schedule 'A'





Subdivision Points

- 1) The Proposed subdivision fits with the present neighbourhood
- 2) Lot size allows for a diverse housing choice as per OCP
- 3) Green space proposed exceeds OCP

These points will be covenanted in the building plan for this subdivision

- 1)The use of Herbicide and Pesticide will be prohibited.
- 2)Lawn areas will be wild flower base
- 4) Use of solar panels will be mandatory
- 5) All buildings will meet or exceed energy saving standards of the OCP.
- 6) All buildings will include water saving designs to maximize water usage and limit consumption.
- 7) All building roofs will be a living roof or solar panels creating a negative carbon footprint.
- 8) This development will increase the use of the latest technology to minimize carbon footprints and promote these technologies to the sub trades.
- 9) It will allow people who are interested in the ecology of the area to have an area they can live and work to promote new ideas.
- 10) Habitat zone will be established to protect ecology and allow for travel corridor for wildlife.

Schedule 'B'



REGIONAL DISTRICT NORTH OKANAGAN

MEMBER MUNICIPALITIES:

CITY OF ARMSTRONG	VILLAGE OF LUMBY
CITY OF ENDERBY	CITY OF VERNON
DISTRICT OF COLDSTREAM	TOWNSHIP OF SPALLUMCHEEN

ELECTORAL AREAS:

"B" – SWAN LAKE	"E" – CHERRYVILLE
"C" – BX DISTRICT	"F" – ENDERBY (RURAL)
"D" – LUMBY (RURAL)	

OFFICE OF: PLANNING DEPARTMENT

OUR FILE No.: 20-0980-END-REF
PID No.: 004-849-248

October 9, 2020

Kurt Inglis
City of Enderby
P.O. Box 400, 619 Cliff Avenue
Enderby, BC V0E 1V0

Dear Mr. Inglis:

Re: OCP Amendment and Rezoning Application 0008-20-OR-END, for the property legally described as Lot A, Sec 27, Twp 18, R9, W6M, KDYD, Plan 27274, Except Plan KAP59772 and located at 107 Timberlane Road, Enderby

The Regional District of North Okanagan would like to thank the City of Enderby for forwarding a copy of the above noted application for our review and comment. Planning staff have reviewed the application and provide the following comments for your consideration:

- The existing Country Residential and Agricultural land use designations specified in the City of Enderby Official Community Plan for the subject property is the same as and compatible with the Country Residential and Agricultural land use designations of surrounding properties within the Regional District as specified in the Electoral Area "F" Official Community Plan.
- In the Regional Growth Strategy (RGS), the subject parcel is located within a Future Growth Area, and as such no amendments or referrals would be required from an RGS perspective. As part of the definition of Future Growth Areas, the RGS states that once development begins within Future Growth Areas, these areas will be considered Growth Areas as defined within the RGS. The RGS defines Growth Areas as areas serviced by water and sewer infrastructure and are intended to contain urban densities (lots less than 1 ha). Connecting the proposed subdivision to both community water and community sewer infrastructure would be consistent with the intent of the RGS.
- Policy TI-3.1 of the RGS encourages the development of supportive policies that will focus growth toward areas with existing infrastructure. Policy TI-3.4 encourages the adoption of a phased approach to infrastructure expansion that minimizes the financial burden to municipalities.
- Gunter – Ellison Road is identified as a Municipal Major Collector in the City of Enderby OCP and as a Major Road within the Electoral Area "F" Official Community Plan. Upgrading of Gunter – Ellison Road and/or Timberlane Road may be required however, for roads and portions thereof within Electoral Area "F" this would be determined by the Ministry of Transportation and Infrastructure.

If you have any questions or need additional information, please call me at 250-550-3734 or email at marnie.skobalski@rdno.ca.

Yours truly,

Marnie Skobalski, RPP, MCIP
Planner II

/mjs

cc: Denis Delisle

Regional District of North Okanagan
9848 Aberdeen Road
Coldstream, BC
V1B 2K9

Toll Free: 1.855.650.3700
Phone: 250.550.3700
Fax: 250.550.3701
Web: www.rdno.ca
E-Mail: info@rdno.ca



Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000 | Fax: 604 660-7033
www.alc.gov.bc.ca

October 20, 2020

Reply to the attention of Sara Huber
ALC Issue: 51945
Local Government File: 0008-20-OR-END

Kurt Inglis
Planner and Deputy Corporate Officer, City of Enderby
kinglis@cityofenderby.com

Delivered Electronically

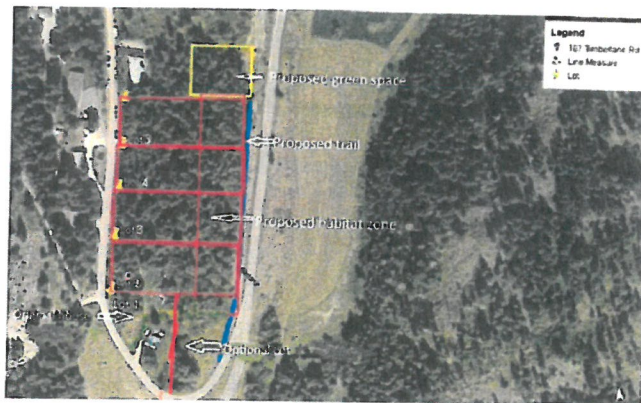
Re: City of Enderby Official Community Plan Amendment and Rezoning Application 008-20-OR-END

Thank you for forwarding a draft copy of City of Enderby (the "City") Official Community Plan (OCP) Amendment and Rezoning Application 0008-20-OR-END (the "Application") for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Application is consistent with the purposes of the *ALC Act* (ALC Act), the Agricultural Land Reserve (ALR) General Regulation, (the "ALR General Regulation"), the ALR Use Regulation (the "ALR Use Regulation"), and any decisions of the ALC.

Current Proposal:

The Application proposes to amend the City's OCP from Country Residential and Agricultural to Residential Low Density and rezone from Country Residential to Residential Single Family on the property identified as 107 Timberland Road; PID: 004-849-248 (the "Property") to facilitate a 6-lot subdivision.

Proposal Map:

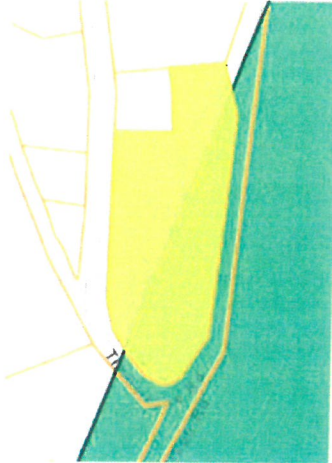


File History:

In 1975, the ALC approved the subdivision of the parent parcel into three lots of 2 ha, 2 ha, and 3.1 ha (Application 32675; Resolution #1435/1975). The subdivision was completed in 1976 (Plan KAP27274) and created the Property.

In 1997, a 0.2 ha lot was subdivided from the Property (Plan KAP59772) on the portion of the Property outside of the ALR. The Property is partially within the ALR.

ALR Context Map:



ALC Staff Comments:

Given the location of the ALR boundary on the Property, it appears that the proposed subdivision associated with the Application would bisect the ALR. In order to subdivide a property within the ALR, a subdivision application must be submitted to the ALC for review and approval. Moreover, the proposal map identifies a trail. Given this, review of the Application is premature in advance of the ALC reviewing the application(s).

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any Orders of the Commission.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-3258 or by e-mail (Sara.Huber@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in black ink, appearing to be 'Sara Huber', written over the printed name of the Provincial Agricultural Land Commission.

Sara Huber, Regional Planner

Enclosure: Referral of Enderby 0008-20-OR-END

CC: Ministry of Agriculture – Attention: Alison Fox

51945m1

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1711

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

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Official Community Plan Bylaw No. 1549, 2014";

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

1. This bylaw may be cited as the "City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1711, 2020".
2. The future land use designation of the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772, and located at 107 Timberlane Road, Enderby BC, is hereby changed from *Country Residential/Agricultural* to *Residential Low Density*.

READ a FIRST time this day of , 2020.

READ a SECOND time this day of , 2020.

Advertised on the day of , 2020 and the day of , 2020, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2020.

READ a THIRD time this day of , 2020.

ADOPTED this day of , 2020.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1712

A BYLAW TO AMEND THE CITY OF ENDERBY ZONING BYLAW NO. 1550, 2014 AND
AMENDMENTS THERETO

WHEREAS pursuant to Section 479 of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 1550, cited as "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Zoning Bylaw No. 1550, 2014";

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

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1712, 2020".
2. The zoning designation of the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772, and located at 107 Timberlane Road, Enderby BC, is hereby changed from the from the Country Residential (C.R) zone to the Residential Single Family (R.1) zone.

READ a FIRST time this day of , 2020.

READ a SECOND time this day of , 2020.

Advertised on the day of , 2020 and the day of , 2020, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2020.

READ a THIRD time this day of , 2020.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this day of , 2020.

District Development Technician
Ministry of Transportation and Infrastructure

ADOPTED this day of , 2020.

MAYOR

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: April 1, 2021
Subject: License of Occupation – Encroachment at 905 Sicamous Street

RECOMMENDATION

THAT Council authorizes the Corporate Officer to execute the attached License of Occupation, substantially as presented, with Daniel O’Hanley for a portion of the single-family dwelling at 905 Sicamous Street, Enderby BC which encroaches into the Sicamous Street road dedication.

BACKGROUND

It has come to the City’s attention that a portion of the single-family dwelling at 905 Sicamous Street, Enderby BC encroaches into the Sicamous Street road dedication. As shown on the attached site plan, the western portion of the building is estimated to encroach approximately 2 m into the road dedication; the applicant has stated that they have scheduled a formal site survey from a BC Land Surveyor to confirm the true extent of the encroachment.

As the property owner is pursuing a sale of the property, they are looking to formalize the encroachment through the issuance of a License of Occupation over the encroachment area. Although a License of Occupation would not resolve the encroachment, it would formalize it and provide the following benefits:

- 1) The issuance of a License would provide a degree of certainty to the property owner, as the License would act as a formal mechanism for acknowledging the existence of the encroachment and what the expectations are of the Licensee throughout the duration of the License;
- 2) Through the issuance of a License, the City’s potential liability exposure would be reduced as the Licensee would be required to indemnify and save harmless the City of Enderby and maintain insurance coverage for personal injury and property damage arising out of the existence and use of the License area, with the City as an additional insured; and
- 3) The License would help to ensure that prospective purchasers/transferees of the property are made aware of the encroachment, as the Licensee would be required to cause any future purchaser/transferee to assume their obligations under the License.

It should be noted that notwithstanding the potential issuance of a License, the City would retain the right to cancel the License pursuant to the cancellation provisions outlined in the agreement. Given this, a License would not provide the property owner with unfettered protection in perpetuity, and the City

would still reserve the ability to pursue resolving the encroachment if it so chooses; however, the License would help to formalize the encroachment and provide some degree of certainty to both parties moving forward.

Staff are recommending that Council authorizes the Corporate Officer to execute the attached License of Occupation, substantially as presented, with Dan O’Hanley of 905 Sicamous Street. Should the property owner’s scheduled site survey confirm that the encroachment is substantially consistent with the attached site plan, that certified site survey would replace the attached site plan as a schedule to the License.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

Kurt Inglis

Subject: FW: License of Occupation
Attachments: Site Plan r2.pdf

From: Dan Sentlinger O'Hanley <
Sent: March 29, 2021 9:18 PM
To: Kurt Inglis <kinglis@cityofenderby.com>
Subject: Re: License of Occupation

Hello Kurt

I, Daniel Ernest O'Hanley, owner of 905 Sicamous Street, Enderby BC; would like to apply for a License of Occupation for that portion of the road Right of Way on which the adjoining building, substantially located at Lot 1 Block 6 District Lot 150 Kamloops (Formerly Osoyoos) Division Yale District Plan 211A Except that Part Lying North of a Boundary Parallel to and Perpendicularly Distant 66 Feet From the Northerly Boundary of Said Lot, encroaches into the Right of Way of Sicamous Street.

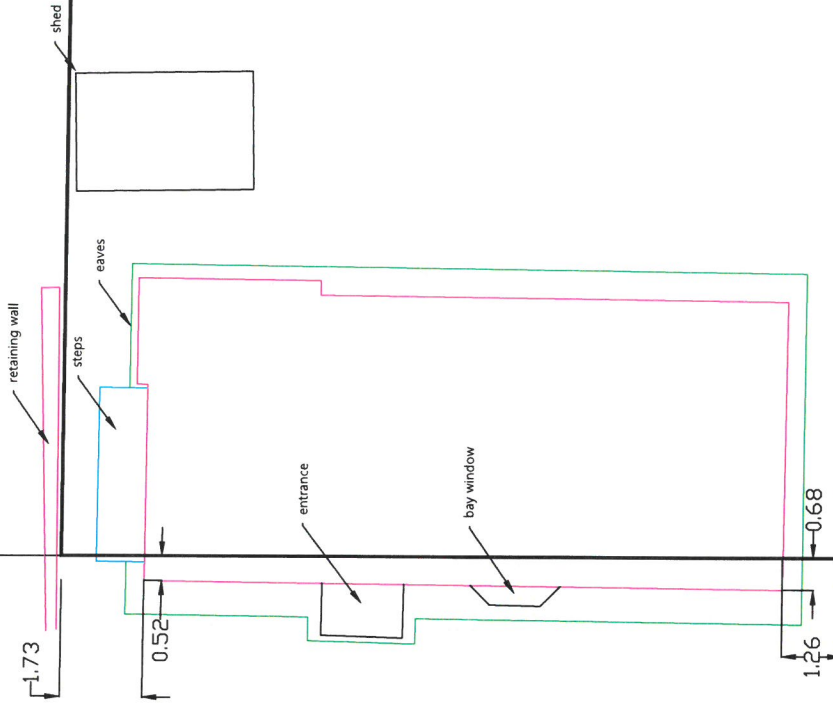
For your consideration, I have attached a site plan which indicates the location of the improvements and the extent of the encroachment. A survey to complete the Certificate of Building Location is to be completed on Thursday, 1 April, with the Certificate to follow by the end of the week, which will be forwarded to you as soon as possible once received. I do not anticipate significant deviation from the attached site plan.

If possible, I hope to expedite this process, as I am hoping to sell this property, and would also like to make the process of any new owner obtaining a Licence of Occupation as simple and easy as possible. Your assistance and advice in this matter is much appreciated, if further information is required, please don't hesitate to respond to this correspondence or call me at

Regards,

Dan O'Hanley

LOT 1 BLOCK 6 DISTRICT LOT 150 KAMLOOPS
 (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN
 211A EXCEPT THAT PART LYING NORTH OF A
 BOUNDARY PARALLEL TO AND PERPENDICULARLY
 DISTANT 66 FEET FROM THE NORTHERLY BOUNDARY
 OF SAID LOT



All distances are in metres and decimals thereof.
 Parcel dimensions are derived from KAP211A
 This plan was prepared for inspection purposes and is
 for the exclusive use of our client. This document
 shows the relative location of the surveyed structures
 and features with respect to the boundaries of the
 parcel described above.
 This document shall not be used to define property
 lines or property corners.

SITE PLAN

Parcel Identification (PID): 012-591-122
 Civic Address: 905 Sicamous St,
 Enderby, BC V0E 1V0

PLAN

SCALE: 1:100



DATE: 12/29/2020

PAGE: 1 of 1

LICENSE OF OCCUPATION

BETWEEN:

THE CORPORATION OF THE CITY OF ENDERBY
619 CLIFF AVENUE, P. O. BOX 400
ENDERBY, B. C. V0E 1V0

OF THE FIRST PART;

AND: <>

OF THE SECOND PART;

WHEREAS

- A. The City of Enderby has agreed to grant a License of Occupation over that portion of highway shown and outlined in red on Schedule "A" attached to and forming part of this License (hereinafter referred to as the "Land");
- B. Under Section 35(11) of the *Community Charter*, the Council of the City may, by by-law, or resolution, grant a license of occupation or an easement, or permit an encroachment, in respect of a highway;

NOW THEREFORE, in consideration of the fee to be paid by, and the covenants of the licensee, the parties agree as follows:

1. GRANT OF LICENSE

- 1.01** The City, on the terms set forth herein, hereby grants to the Licensee, a license to enter on the Land for purposes of access and parking.

2. DURATION

- 2.01** The duration of the license and the rights herein granted shall be for a term of three (3) years commencing on the day of 2021, (herein called the "Commencement Date") and ending on the day of , 2024, unless cancelled in accordance with the terms hereof. The license is renewed on a year to year basis on the same terms and conditions subject to the cancellation provisions set out in Section 5.01.

3. LICENSEE'S COVENANTS

- 3.01** The Licensee covenants with the City:

- a) to pay and discharge when due, all applicable taxes, levies, charges and assessments now or hereafter assessed, levied or charged which relate to the Land or any improvements thereon (herein called "Realty Taxes") which the Licensee is liable to pay;
- b) the Licensee shall observe, fulfill and comply promptly at his own expense with the requirements of every applicable statute, law, regulation or bylaw of any federal, provincial or municipal government, agency or authority or of any association of insurance underwriters or agents, and all notices,

orders or direction in pursuance of same, whether served upon the Licensee or the City. The Licensee shall indemnify and save the City harmless from all costs, charges or damages which the City may incur or suffer by reason of the Licensee's breach of any statute, law, regulation or bylaw;

- c) not to commit or suffer any wilful or voluntary waste, spoil or destruction on the land or do or suffer to be done thereon anything that may be or become a nuisance or annoyance to the owners or occupiers of adjoining land;
- d) to deliver annually to the City on the anniversary date of the signed, proof of insurance, receipts or other evidence of, insurance premiums and other monetary obligations of the Licensee required to be observed by the Licensee pursuant to this license. In addition, the Licensee is to have the City named as a third party on the insurance;
- e) to indemnify and save the City harmless against all losses, damages, costs and liability, including fees of solicitors and other professional advisors arising out of:
 - i) any breach, violation or non-performance of any covenant, condition or agreement in this license by the Licensee;
 - ii) any personal injury, death or property damage occurring on the Land or happening by virtue of the Licensee's occupation of the Land.
- f) to keep the Land in a safe, clean and sanitary condition satisfactory to the City and to make clean and sanitary any portion of the Land or any improvement that the City may direct by notice in writing to the Licensee;
- g) the Licensee shall not at any time during the term or any renewal or replacement thereof, use, exercise or carry on or permit to suffer to be used, exercised or carried on, in or upon the Land or any part thereof any noxious, illegal, immoral or offensive trade, business, occupation or calling, and no act, matter or thing whatsoever shall at any time during the said term be done in or upon the Land or any part thereof which shall be or grow to the annoyance, nuisance, damage or disturbance of other tenants or other lands and premises or the owners or occupants thereof;
- h) the City shall have the right at any time to enter upon the Lands and the License Area for the purposes of inspecting the works, and reconstructing, maintaining, repairing, inspecting, testing or removing any public works, utility or highway existing at the date of this Agreement in the vicinity of the works. The City shall in undertaking such activities use reasonable efforts to cause its officers, employees, agents and contractors to minimize any disruption or damage to the works or to the business of the Owner;
- i) the License does not permit the restriction of common law right of passage by the public over the License area. The Owner acknowledges and agrees that the License area is a highway and that the City has the authority under

Section 36(3) of the *Community Charter* to restrict the common law right of passage by the public over a highway if deemed necessary.

- j) to use and occupy the Land in accordance with the provisions of the license including those set forth in the Special Proviso Schedule;
- k) on the expiration or at the earlier cancellation of the license:
 - i) to quit peaceably and deliver possession of the Land to the City,
 - ii) to remove all buildings, machinery, plant equipment and apparatus and all other improvements to or things on the Land, from the Land,
 - iii) to restore the surface of the Land to its original condition, and to the extent necessary, this covenant shall survive the expiration or cancellation of this license;
- l) the Owner agrees to obtain and maintain comprehensive general liability insurance on the Lands providing coverage for personal injury and property damage arising out of the existence and use of the License area and the works, in the amount of not less than Two Million Dollars (\$2,000,000) per occurrence and on the terms satisfactory to the City, **and agrees that the City shall at all times be named as additional insured in the policy of insurance.** A copy of the current insurance policy shall be provided annually to the City by the insurer. The policy shall also contain a clause providing that the insurer will give the City 30 days prior written notice in the event of cancellation or material change. The amount of insurance provided for herein shall be increased if so required by the City to a reasonable amount specified by the City, on 120 days written notice;
- m) the Owner hereby releases and forever discharges the City from all manner of claims of any nature whatsoever which may arise by reason of any act or omission of the City pursuant to this Agreement;
- n) No provision of this License and no act or omission or finding of negligence, whether joint or several, as against the City, in favour of any third party, shall relieve the Owner from liability to the City, whether such liability arises under this License, under the provisions of the ***Local Government Act, the Community Charter*** or otherwise;
- o) notwithstanding subsection l) of Section 3.01, the City may from time to time notify the Licensee that the amount of insurance posted by the Licensee pursuant to that subsection be changed and the Licensee shall, within ninety (90) days of receiving such notice, cause the amount of insurance posted, pursuant to subsection l) of Section 3.01 to be changed to the amount specified in the notice and deliver to the City written confirmation of the change.
- p) The Licensee shall not erect any buildings or structures on the Land without the prior written approval of the City.

4. ASSIGNMENT

- 4.01** The Licensee shall cause any purchaser or transferee of the property to assume the obligation of the Licensee and owner and to advise the City of the assumption.
- 4.02** Subject to the terms and conditions expressed in this License, upon receipt of notification from the Licensee of a purchase or transfer, the City agrees to deem the new purchaser or transferee the Licensee and shall take such steps as reasonably necessary to give effect to the intent of this License, including the execution of a new License.

5. CANCELLATION

5.01 In the event that:

- a) the City requires the Land for its own use or in its sole discretion, considers that it is in the public interest to cancel the rights herein granted, in whole or in part,
- b) the Licensee ceases to use the Land for the purposes permitted herein,
- c) the City, in its sole discretion, considers that it is no longer necessary for the Licensee to use the Land for the purposes permitted herein,

the City may, on ninety (90) days written notice to the Licensee, cancel this license and the rights herein granted, in whole or in part.

5.02 In the event that the Licensee fails to observe or perform any of the covenants, agreements, provisions or conditions contained herein, and such failure continues for a period of ninety (90) days next after the giving of written notice by the City to the Licensee of the nature of the failure, the City may cancel this license and, notwithstanding Subsection 3.01 k), any buildings, machinery, plant equipment and apparatus and all other improvements to the Land shall become, at the discretion of the City, the property of the City.

5.03 In the event that

- a) the license hereby granted should be taken in execution or attachment by any person or the Licensee commits an act of bankruptcy, becomes insolvent or is petitioned into bankruptcy or voluntarily enters into an agreement with his creditors,
- b) the City discovers that the Licensee either in his application for this license or otherwise has, in the opinion of the City, misrepresented or withheld any fact material to the application,

the City may, on forty (40) days written notice to the Licensee, cancel this license and the rights herein granted.

5.04 Thirty-five (35) days after the expiration or cancellation of this license, any improvements or fixtures that remain unremoved from the Land shall be absolutely forfeited to and become the property of the City and the City may remove them

from the Land and the Licensee shall, on demand, compensate the City for all costs incurred by the City respecting their removal.

- 5.05** The licensee shall not be entitled to any compensation, whether for damages or otherwise, in respect of a cancellation of this license by the City under this article.

6. NOTICE

- 6.01** Where service of a notice or a document is required under this license, the notice or document shall be in writing and shall be deemed to have been served if delivered to, or if sent by prepaid registered mail addressed to the City and the Licensee at the addresses specified for each on the first page of this license, and where service is by registered mail, the notice or document shall be conclusively deemed to have been served on the eighth (8th) day after its deposit in a Canada Post Office at any place in Canada.
- 6.02** Either party may, by notice in writing to the other, specify another address for service of notices under this license and where another address is specified under this section, notices shall be mailed to that address in accordance with this article.
- 6.03** Notwithstanding Section 6.01, any written notice to be served or given by the City to the Licensee under this license shall be effectively given or served by posting the same in a conspicuous place on the Land.

7. MISCELLANEOUS

- 7.01** No term, condition, covenant or other provision herein shall be considered to have been waived by the City unless such waiver is expressed in writing by the City. Any such waiver of any term, condition, covenant or other provision herein shall not be construed as or constitute a waiver of any further or other breach of the same or any other term, condition, covenant, or other provision and the consent or approval of the City shall not be considered to waive or render unnecessary such consents or approvals to any subsequent similar act by the Licensee.
- 7.02** No remedy conferred upon or reserved to the City is exclusive of any other remedy herein or provided by law, but such remedy shall be cumulative and shall be in addition to any other remedy herein or hereafter existing at law, in equity, or by statute.
- 7.03** Upon the Licensee paying the fee hereby reserved at the times and in the manner herein provided and performing the covenants on the Licensee's part herein contained, the Licensee shall and may peaceably possess and enjoy the Land for the term hereby granted and any renewal or replacement thereof without any interruption or disturbance from the City or any person or persons lawfully claiming by, from, or under the City.
- 7.04** The terms and provisions of this License shall extend to, be binding upon and inure to the benefit of the parties hereto and their successors and permitted assigns.
- 7.05** The licensee acknowledges and agrees that this Agreement does not give the Licensee a registerable interest in the Land and the Licensee will not register or

attempt to register this or any related document or any notice or claim in respect of it in any land title office.

8. INTERPRETATION

- 8.01 In this license, unless the context otherwise requires, the singular includes the plural and the masculine includes the feminine gender and a corporation.
- 8.02 The captions and headings contained in this license are for convenience only and are not to be construed as defining or in any way limiting the scope or intent of the provisions herein.
- 8.03 If any section of this license or any part of the section is found to be illegal or unenforceable, that part or section shall be considered separate and severable and the remaining parts or section shall not be affected thereby and shall be enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties hereby affixed their signatures on the day and year first above written.

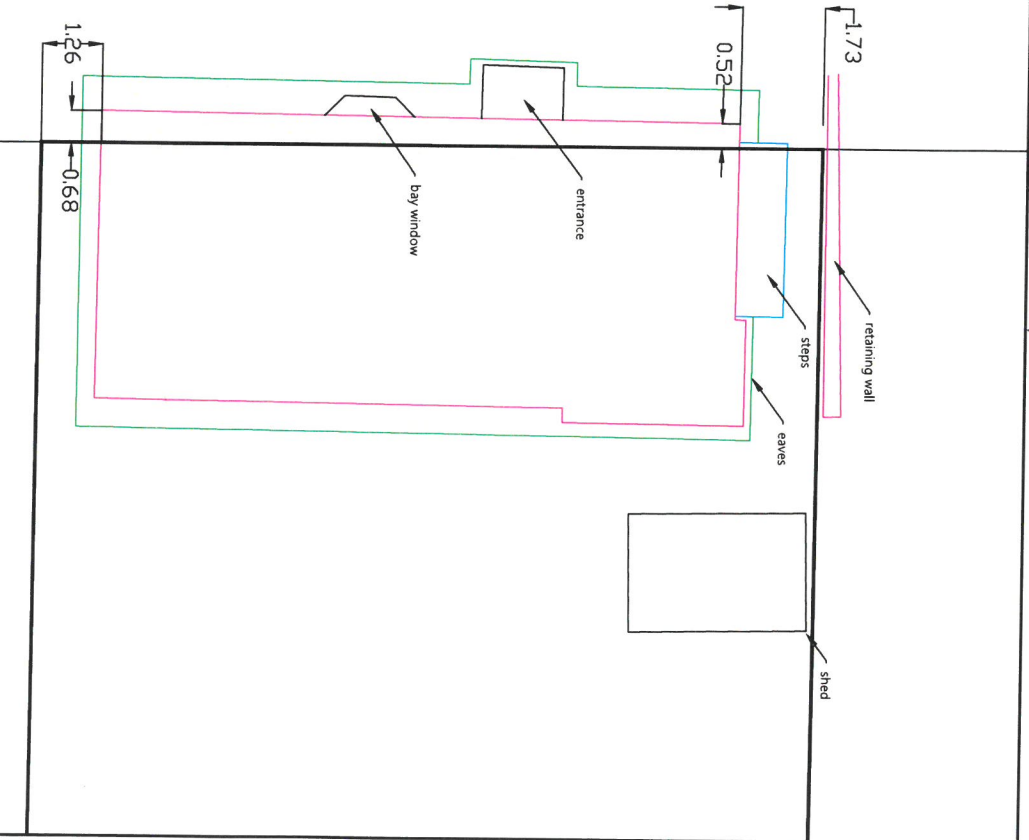
_____)	_____
Witness)	Licensee
)	
)	_____
)	Licensee
)	
_____)	_____
Witness)	Corporate Officer, City of Enderby
)	
)	
)	
)	

SCHEDULE 'A'

LOT 1 BLOCK 6 DISTRICT LOT 150 KAMLLOOPS
 (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN
 211A EXCEPT THAT PART LYING NORTH OF A
 BOUNDARY PARALLEL TO AND PERPENDICULARLY
 DISTANT 66 FEET FROM THE NORTHERLY BOUNDARY
 OF SAID LOT

All distances are in metres and decimals thereof.
 Parcel dimensions are derived from KAP211A
 This plan was prepared for inspection purposes and is
 for the exclusive use of our client. This document
 shows the relative location of the surveyed structures
 and features with respect to the boundaries of the
 parcel described above.
 This document shall not be used to define property
 lines or property corners.

SITE PLAN



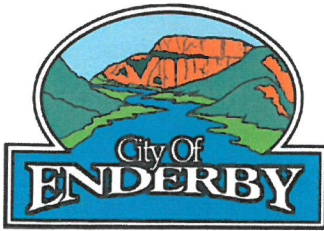
Parcel Identification (PID): 012-591-122
 Civic Address: 905 Sicamous St,
 Enderby, BC V0E 1V0

PLAN

SCALE: 1 : 100

DATE: 12/29/2020

PAGE: 1 of 1



REQUEST TO APPEAR AS A DELEGATION

On 15 March 2021
Day Month Year

Date of Request March 1, 2021

Name of Person Making Request Liz Blakeway

Name and Title of Presenter(s) Network Director, North Okanagan Land to Table Network

Contact Information liz@landtotablenetwork.com | 778-886-3718

Details of Presentation The purpose of the presentation is to request funding from City Council for L2T to continue network engagement/development and to: highlight our work as a regional food system network; share the value we offer to convene and collaborate across food sectors/supply chains, including local government; and connect our work to Covid-recovery, and building more food secure communities.

Desired Action from Council (check all that apply)

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

Please describe desired action in detail As a result of our presentation, we hope that

Council will agree to fund L2T \$2000 for the 2021-2022 fiscal year for
Network Director time that is required to ensure ongoing network development.

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



NORTH OKANAGAN LAND TO TABLE NETWORK

*BUILDING A STRONG AND VIBRANT
FOOD SYSTEM IN THE NORTH OKANAGAN*

February 22, 2021

Dear City of Enderby Mayor and Council,

The new year is well underway, which brings new opportunities to connect and collaborate across the regional food system. We recognize that we remain in uncertain times and hope this letter is met with interest and ability for the City of Enderby to support the ongoing work of Land to Table (L2T).

Land to Table has been developing an identity as a regional food system network for the past three years, achieving key outcomes (i.e. forums, events, food system sector engagement, surveys, developing a communications system, a database, part time communications coordinator) and engaging with a growing network base and agriculture community (now over 400 participants). Today, we are seeking funding support, in the range of \$2000 to \$5000 (from RDNO municipalities) to continue to develop and engage with the regional food system network across the North Okanagan.

Our Mission: to catalyze connections and collaboration in support of a more prosperous, sustainable, resilient and accessible food system in the North Okanagan.

Land to Table is a convening and coordinating “back-bone” with a two-fold function: build a connected and coordinated network—through different events, workshops/training, facilitated conversations and communications—while taking action through time-bound, specific projects, in three key focus areas that have network support and energy behind them.

Our three areas of focus include: growing the local food economy, improving the sustainability and resilience of our farms and food system, and increasing access to healthy local food for all who live here.

This year, for the first time our efforts will focus more on project work—with the bulk of our funding being used for this purpose. While this work is exciting and action oriented, ongoing network coordination and development is still central to our purpose, and important to network participants. Over the past 3 years, the RDNO Electoral Area Advisory Committee has provided generous funding to allow for ongoing network capacity building.

In 2021, we hope that our local governments can extend similar support. Funding from the City of Enderby will help us ensure that we can continue to:

1. Host workshops and engagement events, (e.g. training for farmers, peer-to-peer virtual gatherings for local government, an annual forum)
2. Reach 400+ network members via a monthly newsletter and social media as well as share resources and funding opportunities
3. Continue to convene food system sectors (e.g. regional food processors, to share common challenges and discuss shared infrastructure needs and/or joint grant funding opportunities)
4. Collect data to measure the extent to which we are achieving goals and indicators in our three key areas of focus (economy, environment, food access)



NORTH OKANAGAN LAND TO TABLE NETWORK

BUILDING A STRONG AND VIBRANT
FOOD SYSTEM IN THE NORTH OKANAGAN

In 2020, we had the pleasure of connecting with you via our first virtual Local Government Roundtable on October 28th. We were joined by 17 local government and OKIB representatives from across the RDNO (politicians and staff), to discuss and learn *what is on your radar* as it relates to local food security and food systems (planning, projects, policy).

From this event, we heard that government is interested in seeing greater collaboration between groups that are already working in food security/access, and supporting the agricultural community (producers and processors) through: engagement, navigating regulations, infrastructure development, and exploring ALR land use. Detailed notes from this meeting were circulated via a shared [Synopsis & Meeting Notes](#) document. When polled, this group was eager to meet again in 6 months, demonstrating the value in connecting in this way and the role that L2T can play to continue to facilitate meaningful conversation, peer to peer learning, and capacity building.

The projects that Land to Table is undertaking this year (2021-2022), include community engagement and network development with the Village of Lumby (funded by the Village, in part to help craft a community-based vision for a parcel of Village owned ALR land). Our work with Lumby will be an opportunity to pilot the kind of support that we can offer to local governments in our region, to facilitate engagement in the community and food system sectors.

In addition, we have plans to work with UBCO overseeing a pilot project that connects local farmers to supply local food to UBCO Food Services. This particular project has come as a result of consultation with farmers that began in January 2018. We have also begun working with a group of farmers in the BX area to trial a series of Farm Gate Tour events, to test and promote agri-tourism opportunities in the region.

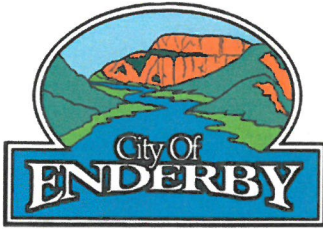
I would welcome the opportunity to appear as a delegation in front of Mayor and Council to share more about what we have achieved to date and upcoming project details. In addition, I hope that over the coming year I can continue to meet with staff and politicians individually to learn more about:

1. How we might collaborate to support current food security initiatives (like the Harvest Hut)
2. What projects have been shelved that need support
3. Opportunities for joint project funding
4. What you are hearing from residents that may need further engagement
5. The key food system issues that you are grappling with that L2T may be able to support.

Thank you for your time and consideration of this funding request and invitation to continue to engage with Land to Table to build a strong, more resilient, relocalized food system for the North Okanagan.

With Appreciation,

Liz Blakeway,
Land to Table Network Director



REQUEST TO APPEAR AS A DELEGATION

AGENDA

On 19 March 2021
Day Month Year

Date of Request March 9 2021

Name of Person Making Request Serena Summers

Name and Title of Presenter(s) Enderby & District Economic Development Association

Board Members Serena Summers, Clyde MacGregor

Contact Information Serena Summers, , Acting Secretary info@ec-dev.me 250-803-3824

Details of Presentation 1) Introduction of EDEDA and Scope of Work
2) Request for Consideration to become Economic Development Provider for City of Enderby, otherwise general cooperation.
3) Letter of Support for SIDIT Recovery Grant

Desired Action from Council (check all that apply)

- Information Only
- Proclamation
- Funding Request - letter of support in obtaining funding
- Road Closure
- Policy or Resolution

Please describe desired action in detail That the City consider EDEDA as its designated service provider for economic development and provide guidance, oversight and cooperation to this end. That the City provide assistance in obtaining of funding to enact

these activities, starting with assistance in applying for the SIDIT Recovery Grant and promotion of EDEDA economic development activities.

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

SIDIT Website Overview - Application forthcoming. <https://sidity-bc.ca/funding-streams/rbcr/>
<https://ec-dev.me>

Overview attached. Detailed WorkPlan Attached (please keep confidential if possible and outside the agenda attachments, as these are proprietary EDEDA materials. If this is unavoidable, please include them for Mayor and Council to review)



March 7, 2021

To Mayor and Council:

I am contacting you today on behalf of the Enderby & District Economic Development Association (EDED), a provincially-registered non-profit organization dedicated to providing inclusive, innovative and universally-accessible programs and support for businesses, entrepreneurs and workers in our region.

EDED was formed to address a meaningful gap in service provision and stable economic development initiatives in our district. As part of its Year One Mandate, EDED is undertaking a detailed business and economic situation survey. This will focus on the activities required for successful economic recovery and suggestions for innovative solutions development. The cooperation of the City of Enderby in promotion of this survey and synthesis of its results is essential to the creation of lasting economic development strategies.

In addition to this survey, EDED has welcomed to its doors the best of what was accomplished in 2019-2020 by local individuals and support providers. Development of WorkPool, a worker and business matching program, the enderby.com online platform development and active cultivation of a variety of new economic drivers including information technology employment are but one part of our mandate. We are presenting this content, as well as new content under development, in a truly accountable and dependable manner to the community. The City's input and cooperation in such endeavours would be greatly appreciated to ensure we move in lockstep with municipal initiatives and resource deployment.

Currently, we have partnered with Splantsin Band and Thompson Rivers University/University of Victoria's Indigenous Tourism Speciality to provide the hugely successful E-Business Skills and Remote Point of Sale Entrepreneurial courses to local attendees. In addition, EDED will be offering these courses starting in May of 2021 to the general public in our region. We intend to work closely with a variety of local stakeholders including the Regional District of North Okanagan, Southern Interior Development Initiative Trust, Greater Vernon/Armstrong-Spallumcheen Chambers of Commerce, Tsuts'weye Women's Entrepreneurial Network and Community Futures to ensure our work complements and showcases the economic development potential in Enderby & District. However, the City of Enderby is the single most integral stakeholder with which EDED intends to cooperate, and will form the organizational hub of our ongoing economic development activities.

Our mandate is to work cooperatively with local agencies and all levels of government to listen to concerns, hopes and ideas, then integrate these into useful programming and initiatives in our region. As part of this mandate, we would like to request a delegation appointment with the City to share our economic development plan and introduce ourselves.

It is our goal to become the City of Enderby's designated economic development provider, and to work in conjunction with you to ensure our region provides a prosperous and harmonious economic future for all its residents.

Thank you for your consideration,

Clyde MacGregor,
Acting Executive Director & Training Manager, EDED.



Guiding Principles

Work, Play, Live in a Garden: EDEDA acknowledges that, to support all residents in a comfortable and modern manner, large scale work must exist alongside tourism, holistic agriculture and natural spaces. However, EDEDA's mandate is to work closely with all agencies to ensure that new and successful methods of work be implemented to ensure that all work impacts our environment, our residents as little as possible, while providing a viable standard of living to all residents. EDEDA's goal is to ensure that, no matter the industry, we foster responsible, ecologically sound and innovative means of living and working in our region. We hope to attain this goal within 15 years, and to reach meaningful milestones of innovation and work-life integration within the next 4, which will lay a sound foundation for further success within this timeline.

Diverse and Proud: EDEDA is committed to inclusion, diversity and integration of entities and cultures across our region. We believe that diverse voices lead to innovation and meaningful success, and encourage all industries to listen, cooperate and develop cooperative relationships in this region. Part of our ongoing commitment to this Principle is our Business Ambassadors Program, which promotes a business, a worker or an organization as an example of this commitment. We hope to use our Business Ambassadors as mentors for incoming business, industry and residents, to ensure that as we expand and grow, we do so in a welcoming, imaginative and cooperative way. At every step, EDEDA is committed to working together with indigenous groups to ensure that any development initiatives include first inhabitants, and are deployed in ways which support ongoing, responsible stewardship.

Resiliency through Variety: in order to stay economically stable across time, EDEDA advocates the development of industries and businesses which can adapt, pivot and re-organize with ease to address the challenges of our century. Part of this resilience is the cultivation of a number of work opportunities for residents, some of which connect our region to national and international markets, some of which are locally sourced and focused.

Support, Training and Advocacy: In order to ensure that all of these above goals come to realization, EDEDA has an ongoing commitment to the development of effective supports for workers, business owners and residents, ensuring that all aspects of life in our region are maintained at optimum levels of satisfaction. From the development of affordable and transparent worker benefits programs, co-operative workforce initiatives with multi-industry training, to ongoing assistance for the new regulations, innovations and necessities of working life, EDEDA shall remain in the vanguard for the betterment of our community. In addition, EDEDA is dedicated to advocating for our region's needs on every level of government. This is accomplished effectively by listening to the challenges, concerns and hopes of all stakeholders and negotiating effective solutions which take all of these diverse issues into account.

Goals

Aware and Prepared: Conduct an economic survey of the region, and take information from municipal, regional and provincial sources into account, which will outline strengths, challenges and areas of need for economic development. This survey will be re-issued on a four year basis, to provide meaningful telemetry to agencies and the community.

Imaginatively Adaptive: Expand diverse economic opportunities for our region according to our two year plans. Two year plans shall provide pivoting ability for economic development direction, to ensure that effective development and ongoing stewardship of the economy in our region.

Interdependent and Proud: Promote local industries to existing audiences, and cross-promote our diverse economic opportunities to other audiences, thus increasing opportunities for expansion and cooperation across industries.

Leave No One Behind: Integrate economic development as much as is possible to ensure that our region is resilient across industries, and inclusively dynamic in its progress. Look for ways that workers and industries can evolve existing practices, rather than abandon them, and adapt skills, training and resources to new methods of implementation.

Specific Programs, Initial

Stakeholder Analysis: In order to develop effective programming and service delivery, EDEDA must develop a list of stakeholders and development partners. This shall be compiled in a document and database, outlining locations, contacts and scope of connection, for each of the interested groups.

Once this document has been compiled, it will be updated in real time as circumstances evolve. This document will provide us with a reliable, referable list of resource references.

Timeline: 1-2 months

Business Ambassador Program Development: Business Ambassador Program will be developed through consultation with federal, provincial, international government agencies as well as through specialist organizations in industry, immigration, mental health, advocacy and other groups. The program will create a meaningful set of criteria for participants in the program to achieve. Basic branding and marketing will be created to help with promotion and implementation.

Timeline: 1-5 months

Marketing and Promotional Materials: EDEDA's message must be shared with all interested parties, not just in our region, but across the world. In order to accomplish this, a website with all pertinent information about our organization will be developed. This site shall include, but not be limited to, the information in these documents, our communications avenues, specific pages dedicated to our program delivery, partnerships and space for our ongoing, online promotional activities.

Translation options for other languages will be included in the site and vetted to ensure effectiveness.

Logos and graphic design elements will be further developed to assist with branding and marketing strategies.

In addition, print materials such as rack cards and basic brochures will be printed; this ensures that everyone, no matter their level of comfort with technology, can learn about EDEDA and participate.

Timeline: 2-5 months

Membership Drive and Promotion:

EDEDA will introduce itself to the business community through a variety of channels, including networking, advertising in print, radio and online, journalist interviews and media releases. As a part of this introduction, we will be encouraging involvement of individuals and businesses through volunteering, sponsorship, membership and participation, particularly in our Business Ambassador program.

This initiative will be ongoing, but will be an important part of our first two year plan.

Timeline: 1-18 months

Feasibility Studies: The Feasibility Study for WorkPool will develop a sense of the need for a WorkPool in small towns and rural areas in the RDNO. Specifically, year one will involve a feasibility study for WorkPool in Enderby (see WorkPool under Specific Programs, Ongoing).

Feasibility Study will also be conducted into green technology innovation in forestry, mining, accommodations and agriculture, to assess the receptivity to existing innovations, develop an understanding of new innovations and to determine requirements for implementation.

A Feasibility Study will be conducted into economic situation and quality of life, economic situation, health and mental health for seniors and youth.

The results of these feasibility studies will be made available to governments and organizations for reference; in addition, these will form the basis of ongoing program initiatives for EDEDA.

Timeline: 1-12 months

Specific Programs, Ongoing

Survey: the economic progress survey will be undertaken every four years, to amass data as to program impact, service delivery and challenges. This document will be available for referral by governments and organizations, in order to provide useful references for advocacy and policy development. Surveys will be conducted with cooperation and support of indigenous groups, to ensure a dataset is developed which includes first inhabitants.

Rural Business Skills Training: offered to all residents of the RDNO in rural areas, this set of training courses is the first step in diversifying the rural economy of our region. It will develop the ability of rural residents to work from home in a variety of industries, ensuring that quality of life as well as investment in rural properties stays high. By developing work for rural residents beyond the scope of agriculture, EDEDA helps to ensure that our rural economy stays profitable, diverse and resilient.

Business Ambassador Program: Business Ambassadors will be cultivated throughout the RDNO, to ensure that a welcoming and innovative environment is found within their demesne. Business Ambassadors will be available to prospective industry and resident newcomers, to act as mentors or advocates regarding the benefits of work and life in our region. The Business Ambassador program will involve achieving and maintaining certain criteria which align with our Guiding Principles and our

Goals. Businesses and industries do not need to pre-achieve these goals, but to show an interest in working toward Business Ambassador designation. EDEDA will facilitate this designation with businesses and industries through the creation and achievement of development goals for interested parties, and with ongoing, positively communicated monitoring of Business Ambassador status. The Business Ambassador program will continue to evolve with time and may come to involve stages or tiers of development, which allow for a transparent synopsis of what the Business Ambassador program means to the external observer.

Enderby.com: development of all Enderby & District Businesses' online presence. This initiative includes raising awareness of the online component of business identity and management of this presence. This program will form a useful tool in the continuing promotion of Enderby on a regional, national and international level. EDEDA will work with local businesses and proprietors to:

- develop consistent and positive online presence which can be used as a reference for regional and international partners, customers and businesses
- showcase Enderby & District as a home for international remote workers and tech companies to use as a base of operations
- attract year-round tourism and new permanent residents and startup businesses
- provide accessible references for government agencies to allow better service delivery and funding delegation

Once established, Enderby.com will be promoted and monitored, ensuring continued effectiveness of the program.

WorkPool: as part of our commitment to functional, adaptive industries, EDEDA will pursue the concept of WorkPool throughout the RDNO. Its pilot program will be in Enderby. WorkPool consists of a group of residents who are trained to appropriate levels to be able to work at a variety of industries in our region, to fill staffing gaps.

Through WorkPool, our region can attain greater stabilization of the business landscape, with consistent hours of operation and service provision that rivals those of highly urbanized centers. WorkPool will also provide wages and benefits to local workers which are comparable to large corporate positions, allowing local residents to live and work comfortably near their homes. This has a pronounced impact on local economic activity, on life-work balance, and on carbon emissions.

WorkPool will provide opportunities to obtain a living wage for residents with benefits and supports that add meaningfully to quality of life, while strengthening the local anchor businesses and industries in our region. EDEDA will provide the organization and framework for WorkPool, which we hope by year 4 to be able to stand alone as a local group, separate from EDEDA, for the benefit of its workers and the community. EDEDA will continue to work closely with WorkPool to ensure local businesses and workers receive the highest level of economic development support.

New Industry Partnership Program: EDEDA will continue to advocate for our region as a destination for industry, tourism, immigration and ecologically-sound development. By developing relationships with industries, government agencies and immigration societies, EDEDA will ensure that Enderby is considered a world-class destination to live, work and play. Regular reports from these activities will be posted on our website, and shared with the general membership at annual general meetings. Pertinent opportunities, partnership possibilities and data will be forwarded on an ongoing basis to EDEDA stakeholders.

Grant and Funding Opportunities: These will help to offset our own operating costs, as well as provide inspiration and support for new and innovative programs. A database of grants, funding and investment supports will be developed and shared with those in the community. EDEDA will also assist the municipality and regional district in developing grant proposals for important projects for public health, safety, tourism, access and recreation, such as public washroom facilities, parking etc.

Membership and Participation: EDEDA will continue to encourage membership in our organization as well as volunteering, inter-agency cooperation, sponsorships and participation in the Business Ambassador Program. This will grow a strong network of business and community stakeholder involvement – the Business Ambassador program will also set the bar for business service delivery throughout our region at a level that supports all four of our goals in the community and serve as a benchmark for all businesses throughout the Okanagan-Shuswap in terms of service, inclusivity and quality.

Conclusion

The Enderby & District Economic Development Association is a new but highly inspired group of volunteers who are committed to the continued development of our region as a safe, inclusive, healthy and economically viable home. Ongoing initiatives, data collection and aggregation, advocacy and local community engagement combine to increase understanding, cooperation and opportunity, resulting in long-term successful economic development.

For more information, please contact info@ec-dev.me, or call 250-803-3824.

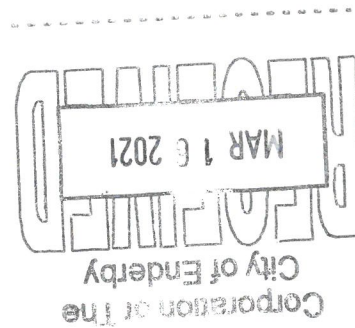
Program	Total Budget	City of Enderby Contribution	RDNO Contribution	Remaining Funds to be Provided
Enderby.com Initiative	\$7,500.00	\$5,000.00		\$2,500.00
Rural E-Business Training Skills Pilot Program	\$11,999.99	\$2,000.00	\$9,999.00	\$0.00
Advocacy and Regional Promotion	\$3,900.00	\$2,400.00	(pending)	\$1,500.00
Interagency-community cooperative activities	\$2,200.00	\$1,200.00		\$1,000.00
TOTAL	\$25,599.99	\$10,600.00	\$9,999.00	\$5,000.00

****N.B. Contributions from the City of Enderby can be made throughout EDEDA's fiscal year of Feb 1-Jan 31.

Contributions can be made whole or in part for one or more of the programs listed.

Contributions can be made in one or two parts, the second part of the funding dependent upon approval of activities, communication and deliverables to date.

EDEDA welcomes feedback on our programming initiatives. Please contact info@ec-dev.me



THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: March 17, 2021
Subject: Notice on Title – 1005 Belvedere Street

RECOMMENDATION

THAT Council, after providing an opportunity for the Building Inspector and property owner (or agent) to be heard, confirms the recommendations of the Building Inspector with respect to Notice on Title File No. 21-0183-END-NT;

AND THAT Council directs the Corporate Officer to file a notice in the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* and that further information about the matter may be inspected at Enderby City Hall, pertaining to the property legally described as Lot 2, District Lot 150, K (Formerly O) DYD, Plan KAP65066 and located at 1005 Belvedere Street.

ALTERNATE RESOLUTION

THAT Council, after providing an opportunity for the Building Inspector and property owner (or agent) to be heard, declines to confirm the recommendations of the Building Inspector with respect to Notice on Title File No. 21-0183-END-NT.

BACKGROUND

Attached to this memorandum is a report from the City of Enderby's Building Inspection contractor, the Regional District of North Okanagan. The Chief Building Inspector is recommending that Council authorize the registration of a Notice on Title for 1005 Belvedere Street for construction without a permit.

The owner has appointed an agent, Mark Levey, to act on her behalf. It is staff's understanding that the owner's agent was also involved in the unlawful construction. As the Chief Building Inspector's report describes, staff have been attempting to work with the owner's agent to reach voluntary compliance since June 15, 2020. During this time, the owner's agent has refused to take any steps to comply.

Instead, the owner's agent employed delaying tactics while verbally abusing staff. Despite the ongoing abuse, staff took numerous extra steps to try and help the owner avoid these costs but were rebuffed.

Sadly, and notwithstanding Council's decision on the Notice on Title, the delays will result in additional costs for the property owner that would have been entirely avoidable.

The Province's new Contaminated Sites Regulation, effective February 1, 2021, brings with it new Provincial requirements and costs before a building permit can be issued for properties where a prescribed commercial or industrial activity has occurred, except in certain cases where exceptions apply. Had a permit been received prior to the effective date of the new regulations, it would have been granted in-stream protection and the new requirements and associated costs could have been avoided.

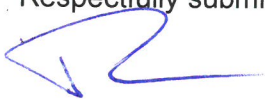
For unlawful construction that is accompanied by flagrant non-compliance, double permit values are charged up to certain maximum thresholds so that the general taxpayer is not subsidizing all of the costs associated with the property. As voluntary compliance is the norm, this provision is used only in extraordinary cases.

A Notice on Title is authorized under Section 57 of the *Community Charter* as a way to advise prospective purchasers, lenders, and others with a current or prospective interest in the property that there may be a condition with respect to land or building that is a contravention of a municipal bylaw or other enactment that relates to the safety of a building, which makes it unsafe or unlikely to be usable for its expected purpose during its normal lifetime. A Notice on Title adds a notation to the title of the property indicating that an interested party may obtain further information from the municipality pertaining to the contravention, which will assist that party to make an informed decision. A Notice on Title may be cancelled in a variety of ways, but most typically after a Building Inspector submits a report to the local government confirming that the condition causing the notice has been remedied and the cancellation fee of \$850 is paid.

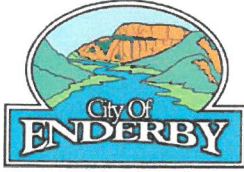
Prior to considering the recommendation of the Building Inspector, Council must provide an opportunity for the Building Inspector and property owner(s) to be heard. In this case, the property owner has appointed an agent who has been handling this matter on her behalf, who may wish to make representations to Council in her place.

At the end of the day, the City has an obligation to administer the BC Building Code through the City's Building Bylaw; unlike most local government undertakings for which a public law duty of care has been established (in other words, bonafide public policy decisions determine service levels and generally serve as a complete defense against claims), the Supreme Court of Canada determined in a landmark 1984 decision (*Kamloops v. Nielsen*) that building inspection services have a private law duty of care in which, for matters that are known or reasonably ought to be known, a failure to act, or at least properly consider whether to act, may attract liability to the authority having jurisdiction as the "causative" failure - even when building defects are the "primary" source of damage to public safety and/or economic value.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



BUILDING DEPARTMENT INFORMATION REPORT

NOTICE ON TITLE

DATE: March 18, 2021

FILE NO.: 21-0183-END-NT

OWNER(s): Gayle Heinrich

LEGAL DESCRIPTION: Lot 2, District Lot 150, K (Formerly O) DYD, Plan KAP65066

P.I.D.# 024-579-432

CIVIC ADDRESS: 1005 Belvedere Street

PROPERTY SIZE: .0625

ZONING: General Commercial (C.1)

CONTRAVENTION: City of Enderby Building Bylaw No. 1582, 2015 - Construction of an addition to a Commercial Building without a permit

BUILDING DEPARTMENT RECOMMENDATION:

That registration of a "Notice on Title" be authorized pursuant to Section 57 of the *Community Charter* for construction of an addition to a Commercial Building without obtaining a building permit on the property legally described as Lot 2, District Lot 150, K (Formerly O) DYD, Plan KAP65066 and located at 1005 Belvedere Street, Enderby, BC; and further,

That staff take further enforcement action to bring this property into compliance with City of Enderby bylaws.

BACKGROUND EVENTS:

June 15, 2020 – following a complaint about unlawful construction, a building inspector attended the property, verified that unlawful construction was occurring, and informed the owner that a building permit was required.

June 17, 2020 - a letter was sent to the owner from RDNO for contravention of the City of Enderby Building Bylaw for constructing an addition to a Commercial Building without a permit and requiring compliance prior to July 17, 2020 by applying for a building permit.

September 10, 2020 - a Stop Work Order was placed on the addition under construction.

October 13, 2020 - a second letter was sent to the owner requiring a building permit application be submitted by November 13, 2020.

November 24, 2020 - a third letter was sent to the property owner for non-compliance with the City of Enderby Building Bylaw and requiring that the owner submit a building permit application.

December 6, 2020 - the RDNO received a letter from the owner's agent. The owner refuses to apply for permit.

January 5, 2021 - Enderby CAO sent a letter to the property owner requesting compliance and proposing a basis for cooperation to achieve an amicable solution.

February 26, 2021 – The City receives a letter from the property owner's agent taking issue with a typographical error in the mailing address. No permit application has been received.

DISCUSSION:

It appears that the addition may be encroaching onto 1007 Belvedere Street to the north of the subject property and the wall facing this lot may not be in compliance with B.C. Building Code fire regulations regarding limiting distances. The property owner refuses to move forward in following the requirements of the City of Enderby Building Bylaw No. 1582, 2015. Staff is recommending that a notice on title be approved by Council.

LEGAL/STATUTORY AUTHORITY:

Notices are placed on the title of subject properties in accordance with Section 57 of the *Community Charter*, when the owner/permit holder has contravened a municipal bylaw, a Provincial building regulation, or any other enactment that relates to the construction or safety of buildings or other structures that, as a result of the condition, makes it unsafe or unlikely to be used for its expected purpose during its normal lifetime.

Section 57 of the *Community Charter* states that (1) a building inspector may recommend to Council that it consider a resolution if, during the course of carrying out duties, the building inspector:

- (a) observes a condition, with respect to land or a building or other structure, that the inspector considers:
 - (i) results from the contravention of, or is in contravention of,
 - (A) a municipal bylaw,
 - (B) a Provincial building regulation, or
 - (C) any other enactmentthat relates to the construction or safety of buildings or other structures, and
 - (ii) that, as a result of the condition, a building or other structure is unsafe or is unlikely to be usable for its expected purpose during its normal lifetime, or
- (b) discovers that:
 - (i) something was done with respect to a building or other structure, or the construction of a building or other structure, that required a permit or an inspection under a bylaw, regulation or enactment referred to in paragraph (a) (i), and
 - (ii) the permit was not obtained or the inspection not satisfactorily completed.

In accordance with Section 57(2) of the *Community Charter*, notice was given to the registered property owner that this matter will be placed before Council for the City of Enderby. Section 57(3) of the *Community Charter* states that “after providing the building inspector and the owner an

opportunity to be heard, Council may confirm the recommendations of the building inspector and pass a resolution directing the Corporate Officer to file a notice in the land title office.”

The notice itself is not punitive; it acts as a notification tool to inform persons acquiring interests in land that it may be in breach of a local government regulations. However, there are fees associated with the cancellation of the notice and notices may impact property valuation and be of interest to registered chargeholders.

SUMMARY:

Staff recommend that a notice be registered on the title of the subject property in accordance with Section 57 of the *Community Charter* for construction of an addition to a Commercial Building without a permit. Further, staff recommend Council authorize staff to take further enforcement action to bring this property into compliance with City of Enderby bylaws.

Submitted by:



Dwayne Skublen,
Chief Building Inspector

AGENDA

April 2021

Corporation of the City of Enderby

Attention: Re: BC Hydro Community ReGreening Grant – Fiscal 2021-22

Hi Kurt ,

Thanks for submitting an application through Tree Canada to BC Hydro's Community ReGreening Program. As Tree Canada's program administrator on behalf of BC Hydro, I am pleased to share that a grant of up to \$4,750 has been approved to assist with the **Riverside RV Park and Campground Re-Greening Project**.

For future correspondence please refer to this project number **BCH/TCF F22-13**

After project completion, please email your final report (template provided) and your invoice for the amount of the approved sum shown above to cwalli@treecanada.ca.
In addition, we've attached some materials detailing our project sponsorship and planting guidelines.

We look forward to seeing the progress of your project. Please send a copy of the project completion report and project photos to regreening@bchydro.com. Also, if you are planning a special event around this project, BC Hydro would appreciate an invitation.

Thanks for the opportunity to work with you to enhance your community, while at the same time promoting the planting of appropriate trees to reduce power line encroachment. Your partnership helps make it possible for us to support urban forests and ensure safe, reliable electrical service.

Good luck with your tree planting project, and please feel free to contact me if you have any questions.

Sincerely,

Christian Walli

Christian Walli R.P.F.,
Tree Canada Community Adviser, BC
520 Sharpe Street, New Westminster, B.C. V3M 4R2
Ph. (604) 271-1997 / Cell (604) 816-7626
E-mail cwalli@treecanada.ca

CC: BCH Community Relations Manager
Tree Canada
Patricia Larga, BC Hydro Vegetation Strategy and Standards

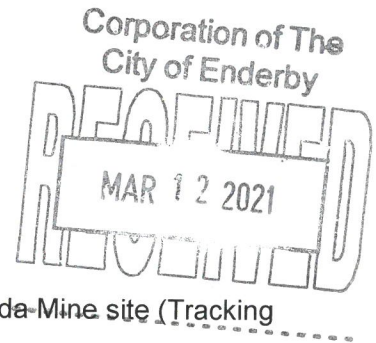
Notice of Project

To: Mayor Greg McCune, and Council at the City of Enderby

From: Glencore Canada Corporation

Date: March 10, 2021

Re: Notification of application for Crown Land Tenure for Brenda-Mine site (Tracking Number: 100335369)



This letter is to provide an update on the ongoing Brenda Renewables project at the former Brenda mine site.

Glencore Canada Corporation (Glencore) has submitted an application to receive Crown Land Tenure through the Ministry of Forests, Lands and Natural Resource Operations and Rural Development (FLNRORD) to move forward with the development of an organic waste recycling facility. This follows an additional application made in October 2020 to amend the Brenda Mines Site M-12 permit. A preliminary Waste Discharge Authorization (WDA) has also been submitted and we are now compiling the final application. The amended M-12 permit will allow the composting facilities to be regulated as a composter rather than as a mine. The WDA allows for the installation of a compost and complimentary anaerobic digestion facility within the site boundary of the Brenda Mine site.

The new compost facility, which is being jointly proposed by Glencore and Brenda Renewables Ltd, will produce Class A compost for use in the remediation of previously disturbed lands. Renewable natural gas will also be produced. This facility will be located on a small portion of the crown land within this tenure, with most of the closed mine site governed by a BC Ministry of Energy Mines and Low-Carbon Innovation (EMLCI) permit that enables continued reclamation and water treatment activities. This notice is to provide you with additional information as we expect that EMLCI, FLNRORD and Ministry of Environment and Climate Change will also contact you as part of their consultation process.

About Brenda Renewables

Brenda Mines is a former copper-molybdenum mine located in the southern interior of British Columbia. The site is approximately 22 kilometers west of Peachland in the Central Okanagan, with access directly through an interchange on Highway 97C. After 20 years of operation, Brenda Mines was officially closed in June 1990 due to depleted ore reserves. Site reclamation activities began in 1988, which included contouring and terracing of rock piles, aerial seeding and fertilization, and irrigation of newly planted areas. Now, Glencore wants to build upon these site management and remediation efforts by implementing this proposed project.

The Brenda Renewables Project will be developed over three phases and will operate for approximately 20 years. The overall objective of the project is to provide organic waste management services to the region and enhance and stabilize the previously reclaimed areas of

the Brenda Mine site. During Phase 1 of the project, Brenda Renewables will construct and operate a pilot composting facility. Once the composting feedstock and product characteristics have been developed for use at the Brenda Mine site, the Brenda Renewables Project envisions construction of anaerobic digestion facilities and additional capacity (Phase 2 and 3) to support the receipt of a broader range of organic materials from surrounding communities, increase the production of compost, and to produce Renewable Natural Gas (RNG).

Glencore will remain responsible for the site as required under the provincial regulatory framework for closed mine sites while Brenda Renewables Ltd. will design, construct, and operate the facility. The Brenda Renewables project will involve the construction of a facility on approximately two hectares of the 780-hectare Brenda Mines site (see maps attached). The composting system is being designed to be in line with regulations set by the province and local communities with regards to odour, noise and liquid emissions. For further information about the Brenda Renewables project, we invite you to visit www.brendarenewables.ca.

The Brenda Renewables team would be pleased to meet with you to answer any additional questions you may have and provide an updated presentation on the project. We can also offer visits to the Brenda Mines sites, in addition to other sites where Brenda Renewables is already operating anaerobic digester systems and compost facilities.

If you have any questions, or require any further information, please don't hesitate to contact Kim Haakstad at khaakstad@globalpublic.com.

Additional Information for Communities:

Brenda Renewables proposes to construct and operate an anaerobic digester system and associated compost facility. The proposed facility would offer significant local benefit because it is:

- Located close to communities, but without its operations having a direct impact;
- On a controlled site with no public access; and,
- Located on previously disturbed land with no new disturbances.

The Facility is safe, sustainable and will:

- Utilize up to 150,000 tonnes of local organic waste;
- Enter long term contracts with communities and First Nations in the Okanagan region for acceptance of organic inputs;
- Accelerate reclamation of the mine site;
- Produce up to 170,000 GJ/year of renewable natural gas to be used in Fortis BC's local residential natural gas system; and,
- Produce a Class A compost to be land-applied to help enhance site re-vegetation of the 780-hectare mine site.

Appendix A: Brenda Site Location in Southern British Columbia



Appendix B: Brenda Mine Location in Central and Southern Okanagan



Legend

- ★ BRENDA MINE SITE
- CITY

Notes:

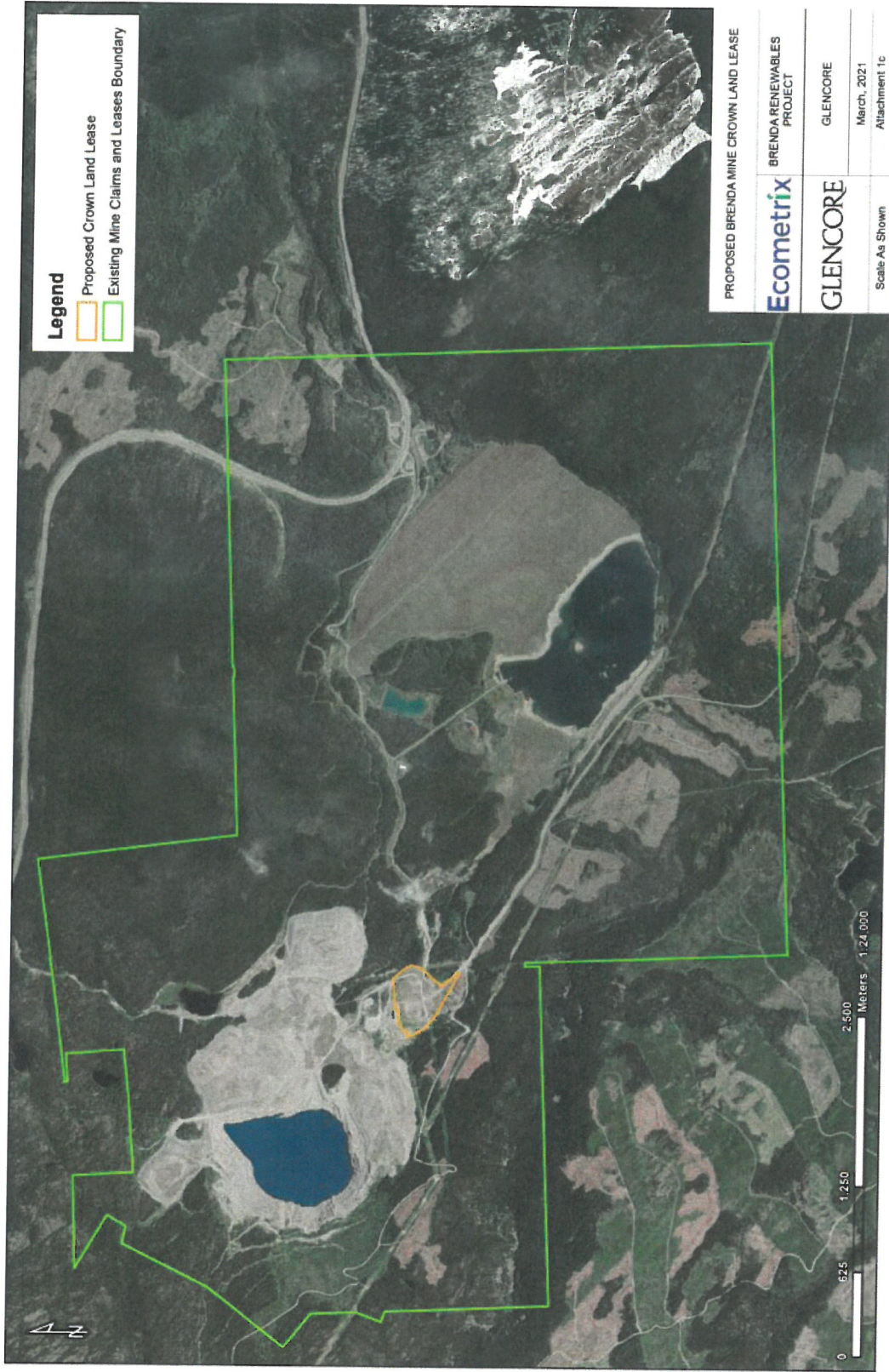
1. This Figure illustrates the general area that feedstock will be sourced from to support the Brenda Renewables Project.
2. The feedstock will be sourced from approximately 100 km radius of the Brenda Mine Site, based on communications with ROM.
3. The base map is from www.OpenStreetMap.org.
4. This Figure is to be used in conjunction with the other figures in this report.

2 of 3

BRENDA MINE SITE LOCATION

Ecometrix	BRENDA RENEWABLES PROJECT - BRENDA MINE RECLAMATION PERMIT MHA AMENDMENT
GLENCORE	GLENCORE
Scale As Shown	January, 2021 Attachment 10

Appendix C: Crown Land Lease



Appendix D: Brenda Renewables Site Map with Crown Lease



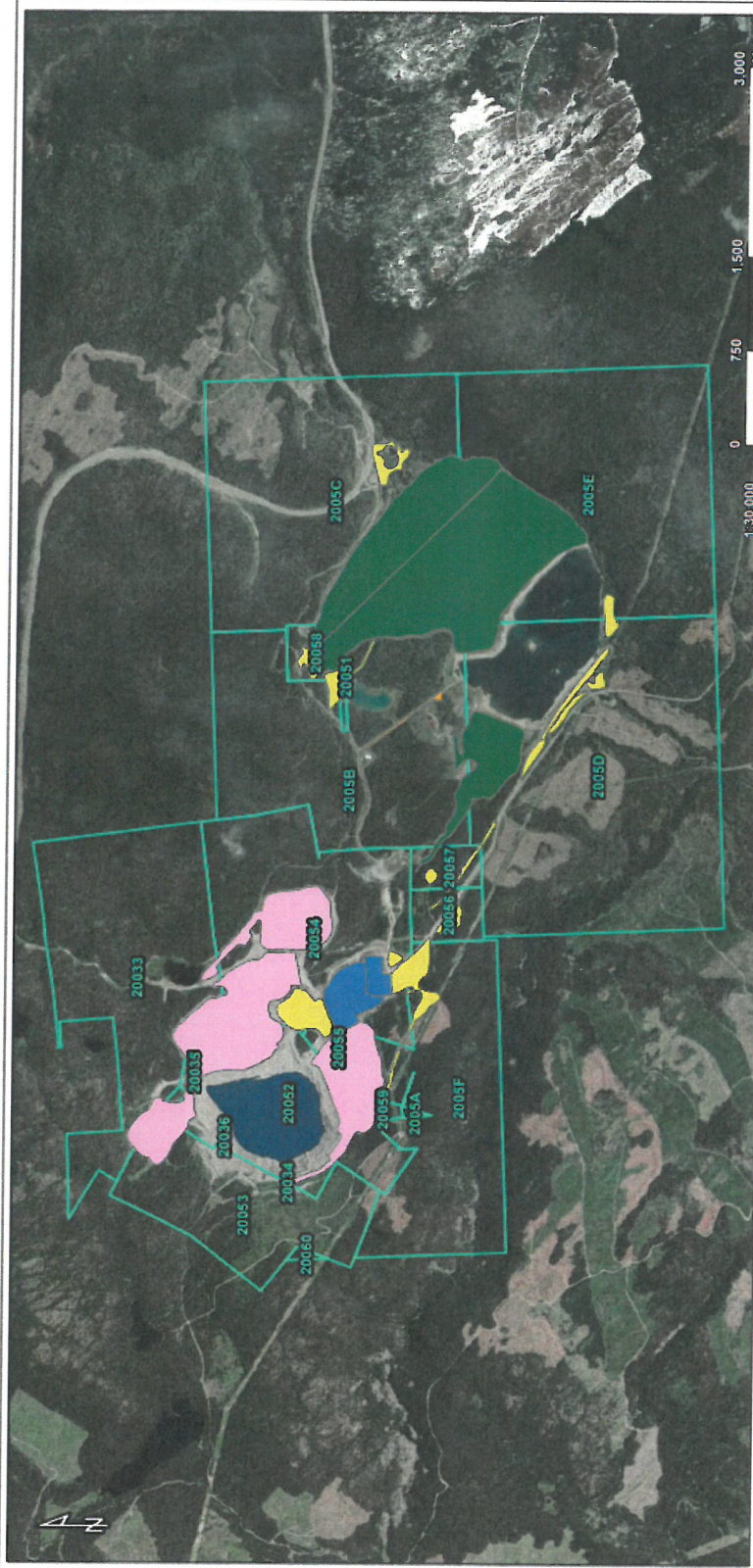
Legend

- 1 INTEGRATED H2O2 SYSTEM (2100 m³)
- 2 HYDROLYZER TANK WITH CHUTE (800 m³)
- 3 WET ANAEROBIC DIGESTER (2000 m³)
- 4 HEATING ELECTRICAL CONTROLS
- 5 WOOD FIRED BOILER (12 m CONTAINER)
- 6 RECEIVING HALL
- 7 PROCESSING BUILDING
- 8 DEWATERING
- 9 BIOFILTER
- 10 SAFETY FLARE
- 11 CONDENSATE WELL
- 12 CNG COMPRESSION STATION
- 13 BIODIGAS UPGRADER
- 14 SITE OFFICE (FOR CONTAINER)
- 15 TRUCK SCALE
- 16 COMPOSTING BUILDING (95m x 30m)
- 17 IMPERMEABLE CURING PAD
- 18 COMPOST PROCESSING
- 19 TRANSFORMER
- 20 STORAGE LAGOON (28 000 m³)
- 21 FUEL STORAGE
- 22 TRUCK TURNAROUND
- 23 SITE ENTRANCE ROAD
- 24 EXISTING SILOS (UNUSED)
- 25 ELECTRICAL STATION (EXISTING)
- 26 DRAINAGE DITCH
- 27 HOPE CULVERT
- 28 SITE DRAINAGE
- 29 LEACHATE HOLDING TANK
- 30 PROPOSED CROWN LAND LEASE
- 31 PIPELINE (GAS)
- 32 PIPELINE (LIQUID)
- 33 DIGESTATE PIPELINE
- 34 HYDRO CORRIDOR
- 35 DRAINAGE DITCH
- 36 ROADS

1. This figure illustrates the Brenda Renewables Project site plan and supporting infrastructure.
 2. The Brenda Renewables infrastructure requirements and location were provided by Renewables Organics Management on 15 January 2020.
 3. The Brenda Renewables infrastructure requirements and location were provided by Renewables Organics Management on 15 January 2020.
 4. Existing contours were created from data in the 1:50,000 scale 1:50,000 Zone 51 Datum. Contour intervals are at 1 m.
 5. The base imagery in this figure was provided by ArcGIS online 'World Imagery' Layer.
 6. This figure is to be read in conjunction with the accompanying figures and report.

BRENDA RENEWABLES SITE PLAN	
Ecometrix	BRENDA RENEWABLES PROJECT - BRENDA MINE RECLAMATION PERMIT M-12 AMENDMENT
GLENCORE	GLENCORE
Scale As Shown	March, 2021
Attachment 3	

Appendix E: Brenda Mines Claim Boundaries



- Legend**
- Other
 - Plant Site
 - Road
 - Stock Pile
 - Tailings Facility
 - Glencore Claim Boundary

Notes:
 Service Layer Credits: Source: Esri, Maxar, GeoEye, Earthstar
 Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and

BRENDA MINE LAND USES AND CLAIM BOUNDARY	
Ecometrix	BRENDA RENEWABLES PROJECT - BRENDA MINE RECLAMATION PERMIT M-12 AMENDMENT
GLENCORE	GLENCORE
Scale As Shown	
January, 2021	
Attachment 4	

BC REGIONS IN 2020

Welcome to the inaugural issue of the quarterly **Rural BC Economic Bulletin** from Community Futures British Columbia.

The Bulletin will highlight the latest data and economic trends for the regions covered by the Community Futures network, including the smallest rural communities and regions as well as mid-sized cities and larger regions. Everywhere except the Vancouver and Victoria metropolitan areas is included.

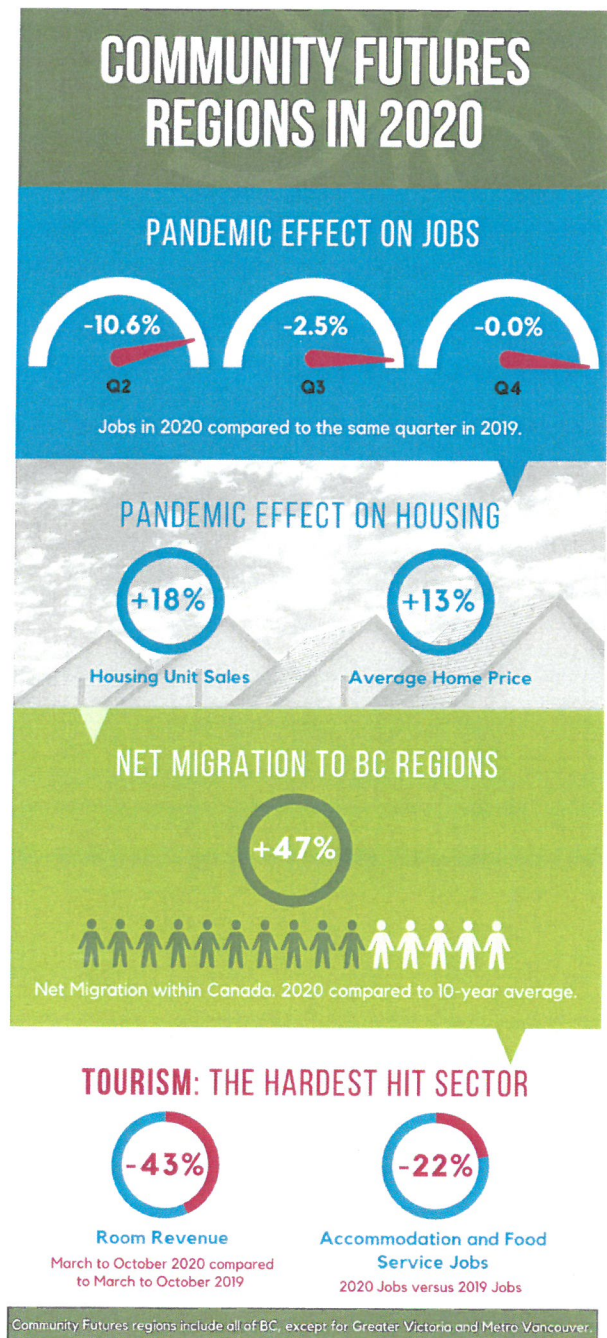
This first edition will review a variety of year-end statistics for 2020, with the inevitable focus on the impacts of the COVID-19 pandemic in different regions of the province.

Future issues will provide an updated summary of quarterly labour market statistics, highlight timely economic and demographic data, and occasionally take a deeper dive into economic development topics of interest.

JOBS IN THE YEAR OF COVID

The broad shape of the pandemic's impact on employment is well understood: a sharp initial decline, a summertime recovery, and then another hit from the virus's second wave. But the impacts have not been equally felt across all BC regions.

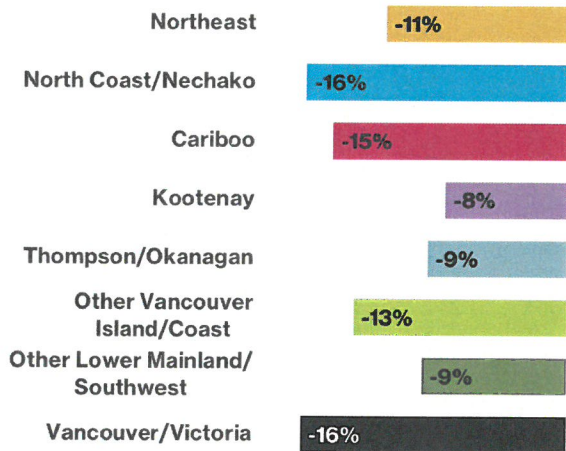
All regions experienced the sharpest employment decline in the first few months of the pandemic (April to June), when the most



severe restrictions on business and public activity were in place. Compared to the same period of 2019, employment fell by a significant amount, ranging from 8% (Kootenay region) to a high of 16% in North Coast/Nechako. It is notable that the employment impact in the Community Futures regions was less than in the Vancouver/Victoria metro areas.

IMMEDIATE EMPLOYMENT IMPACT

Q2 of 2020 (Apr to Jun) compared to Q2 of 2019

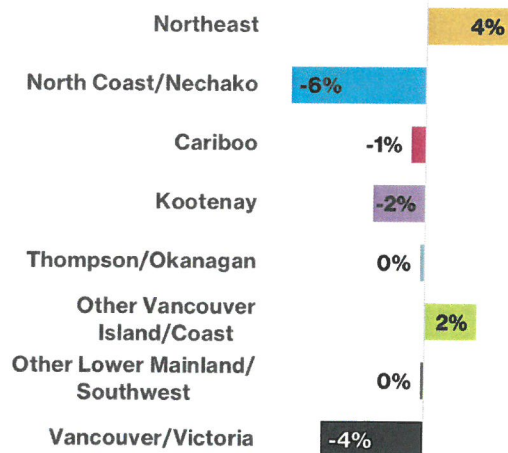


The provincial economy recovered well over the summer and fall as companies and institutions adapted to the new conditions. By the 4th quarter (October to December 2020), several rural regions had fully recovered their total employment compared to the end of 2019, and several even showed year-over-year growth.

The recovery was similarly stronger across almost all of the smaller regions compared to Vancouver/Victoria.

EMPLOYMENT RECOVERY BY YEAR END

Q4 of 2020 (Oct to Dec) compared to Q4 of 2019



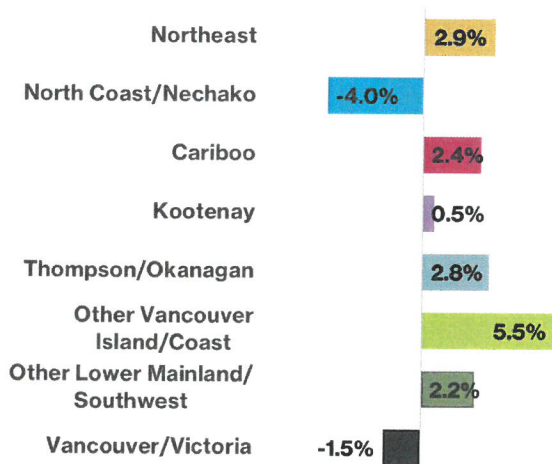
While 2020 brought unprecedented challenges, the combination of business ingenuity in adapting to new conditions and strong financial support from the federal and provincial governments helped sustain many businesses and jobs. The combined unemployment rate for the Community Futures regions declined to 7.7% in the 4th quarter from a high of 11.6% in Q2. But it remained significantly higher than the 5.2% rate at the end of 2019.

There is one silver lining to the elevated unemployment rate that should be noted. Rather than becoming discouraged and leaving the labour force entirely, the total labour force in Q4 of 2020 was 3% higher than the final quarter of 2019, compared to a 1.5% decline in Vancouver/Victoria.

This is important because sustaining and attracting an available workforce is a key issue in many parts of the province. The shrinking of the labour force in the large metropolitan regions makes their unemployment rate look better, but also indicates a reduction in their productive capacity.

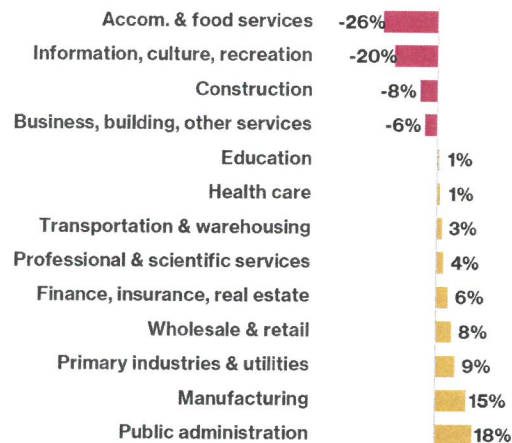
CHANGE IN LABOUR FORCE SIZE

Q4 of 2020 (Oct to Dec) compared to Q4 of 2019



REGIONAL EMPLOYMENT BY SECTOR

Q4 of 2020 (Oct to Dec) compared to Q4 of 2019



The industry sector that remained most impacted by the pandemic at the end of 2020 was accommodation and food services, which is highly dependent on tourism. Information, culture, and recreation is also tourism-reliant, but was also limited by restrictions on large groups gathering indoors for sport, recreation, and entertainment.

The pace of construction activity has been slowed by pandemic restrictions, while primary industries and manufacturing showed strong growth in most regions. Most services industries were able to adapt to the new conditions by the end of the year.

Due to the limited sample size of the Labour Force Survey, sectoral employment data for smaller regions can be highly volatile from quarter to quarter. This newsletter will generally focus on trends over a longer period of time, or combine all regions into a single chart, as shown above.

However, it is worth commenting on North Coast/Nechako employment trends, which in many ways are opposite to most of the rest of the province. During 2020, construction jobs were up substantially (LNG Canada, Coastal GasLink pipeline) while construction was down elsewhere. But this is outweighed by the decline in primary industry and utilities employment (forestry, mining, agriculture), even though this sector showed resumed growth elsewhere in BC in 2020. Most services sectors were also down in North Coast/Nechako, except transportation and warehousing (Port of Prince Rupert).

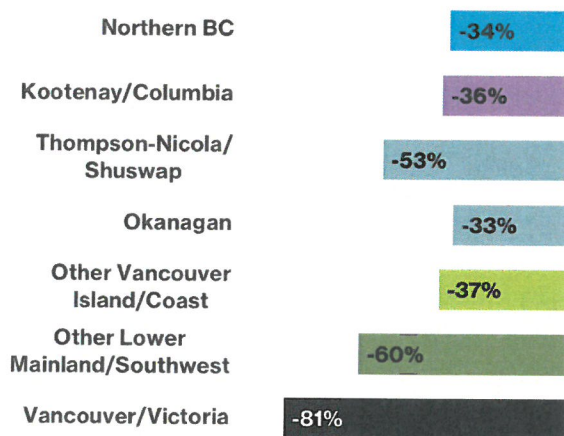
TOURISM

The employment statistics cited above show that tourism has been one of the hardest-hit economic activities in the province. This is further demonstrated by room revenue data for the BC communities that participate in the MRDT (Municipal and Regional District Tax) accommodation tax program.

The chart below shows how room revenue changed in the first eight months of the pandemic, from March through October of 2020, compared to the same period in 2019. The data includes only those communities that participated in the program throughout this period.

PANDEMIC IMPACT ON ROOM REVENUE

Mar to Oct, 2020 compared to Mar to Oct, 2019



The chart shows that even the smallest revenue loss was a massive 33% in the Okanagan and Cariboo regions, ranging up to 53% in the Thompson-Nicola/Shuswap area (both Kamloops and Sun Peaks were down more than 50%) and 60% in the “Other Lower Mainland/Southwest” region, which combines Squamish, Whistler, and the Fraser Valley.

The regions that are more reliant on international travel, such as Vancouver, Victoria, and Whistler, have been harder hit, while many areas of Vancouver Island, the

Okanagan, and the Kootenays were able to partly sustain their activity through increased visits by BC residents and other Canadians.

POPULATION GROWTH

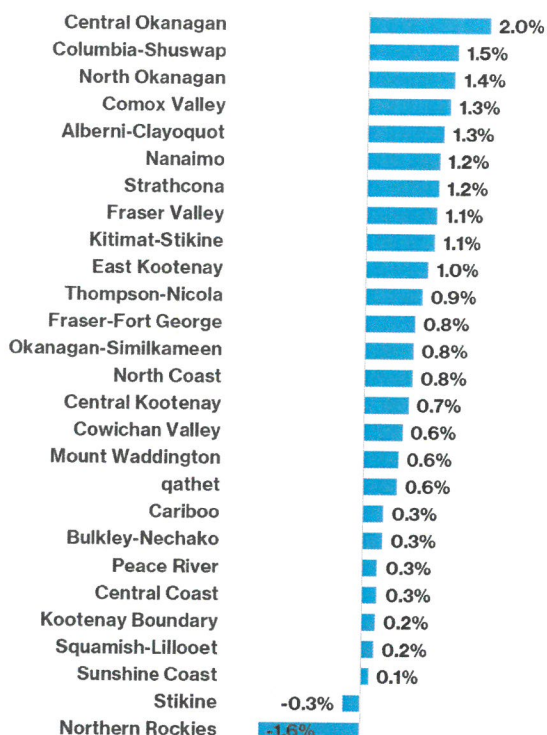
One of the most talked-about impacts of the pandemic from the point of view of smaller and rural communities is the possibility of attracting more home-based and remote workers who no longer need to work every day in an office in a larger centre. The rapid adoption of distance-working technologies, and the acceptance of more flexible and home-based schedules by employers, has made this a tantalizing possibility for many communities. To what degree this opportunity is realized, and by which communities and regions, remains to be seen.

Population estimates at a regional district level are released annually, effective July 1, by Statistics Canada. The latest estimates reflect only the first few months of the pandemic.

The chart below lists each of BC’s regional districts (plus the unincorporated Stikine region) according to its population growth rate from July 2019 to July 2020.

POPULATION GROWTH RATE IN 2020

July 1, 2020 estimate compared to July 1, 2019



Over the last decade, the fastest-growing regional districts in the province have been Central Okanagan, Squamish-Lillooet, Nanaimo, and Comox Valley, as well as the Fraser Valley and the Vancouver and Victoria metro areas.

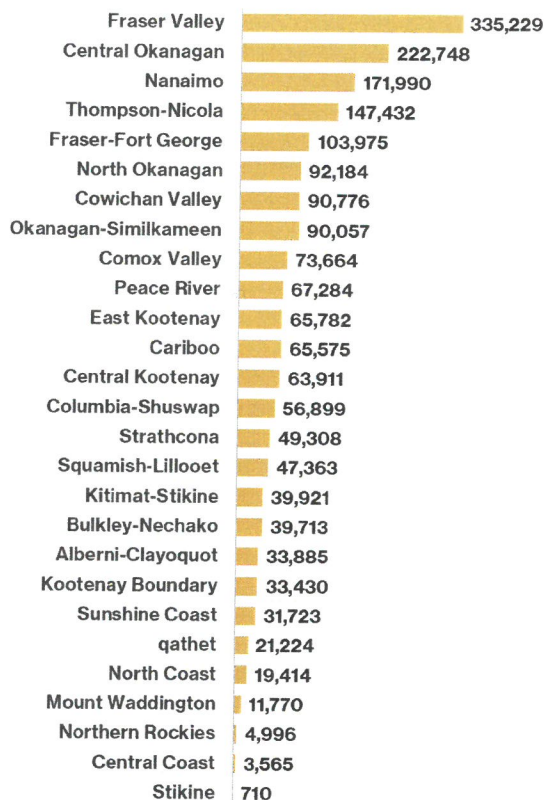
Even though some of the smaller and more remote regions will often have lower growth rates, adding to their population base remains critically important. The following table provides a different perspective on the latest data by comparing 2020 growth rates to each region's 10-year average rate. Those that outperformed their 10-year average can be said to be trending in a positive direction, even if their total growth rate remains modest.

Regional District	Growth Rates		
	10-yr Avg	2020	Difference
North Coast	0.0%	0.8%	0.8%
Kitimat-Stikine	0.3%	1.1%	0.8%
Mount Waddington	0.0%	0.6%	0.6%
Alberni-Clayoquot	0.7%	1.3%	0.6%
Columbia-Shuswap	1.0%	1.5%	0.5%
Bulkley-Nechako	-0.1%	0.3%	0.4%
Northern Rockies	-1.9%	-1.6%	0.3%
North Okanagan	1.1%	1.4%	0.3%
qathet	0.5%	0.6%	0.1%
Cariboo	0.3%	0.3%	0.1%
Strathcona	1.2%	1.2%	0.0%
Central Kootenay	0.8%	0.7%	0.0%
Comox Valley	1.4%	1.3%	-0.1%
Central Okanagan	2.1%	2.0%	-0.1%
Okanagan-Similkameen	1.0%	0.8%	-0.2%
Fraser-Fort George	1.0%	0.8%	-0.2%
East Kootenay	1.2%	1.0%	-0.2%
Thompson-Nicola	1.2%	0.9%	-0.3%
Kootenay Boundary	0.5%	0.2%	-0.3%
Nanaimo	1.5%	1.2%	-0.3%
Cowichan Valley	1.1%	0.6%	-0.5%
Fraser Valley	1.8%	1.1%	-0.6%
Central Coast	0.9%	0.3%	-0.6%
Peace River	0.9%	0.3%	-0.7%
Sunshine Coast	0.9%	0.1%	-0.8%
Stikine	1.1%	-0.3%	-1.3%
Squamish-Lillooet	1.9%	0.2%	-1.7%
Total Community			
Futures Regions	1.2%	1.0%	-0.2%

The table suggests that several regional districts that have recently ranked toward the bottom in annual growth rates significantly outperformed their recent average in 2020. North Coast and Kitimat-Stikine are showing signs of renewed growth with multiple major projects under development in those regions, while Mount Waddington and Alberni-Clayoquot on Vancouver Island are showing positive returns from their population attraction efforts.

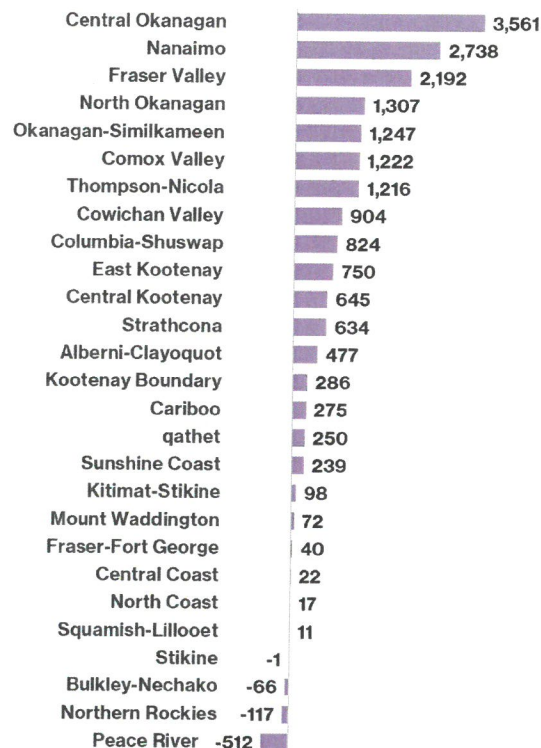
POPULATION ESTIMATES

Effective July 1, 2020



NET INTRA-CANADA MIGRATION

Estimates for July 1, 2019 to July 1, 2020



MIGRATION FLOWS IN CANADA

With low birth rates and an aging population, migration flows are the most important factor in determining long-run population growth in BC's regions. While the July 2020 numbers are too soon to see any significant migration impact from the pandemic, it is still useful to establish a baseline for migration patterns between regional districts and the rest of BC and Canada. We are setting aside international immigration flows, which are a relatively minor share of total growth in most non-metropolitan regions.

The following chart shows preliminary estimates of the net flow of people between each regional district and the rest of Canada, including the rest of BC, from July 1, 2019 to July 1, 2020.

A natural follow-up to the latest migration estimates is whether they are typical, or whether the 2020 numbers are higher or lower than the 10-year average.

Regional District	Net Intra-Canada Migration		
	10-yr Avg	2019-2020	Difference
Nanaimo	2,180	2,738	558
North Okanagan	797	1,307	511
East Kootenay	283	750	467
Central Okanagan	3,127	3,561	434
Comox Valley	789	1,222	433
Thompson-Nicola	794	1,216	423
Columbia-Shuswap	433	824	391
Central Kootenay	254	645	391
Okanagan-Similkameen	857	1,247	390
Cariboo	-112	275	387
Alberni-Clayoquot	133	477	344
Kitimat-Stikine	-163	98	261
Bulkley-Nechako	-315	-66	249
Cowichan Valley	715	904	189
Strathcona	448	634	186

Regional District	Net Intra-Canada Migration		
	10-yr Avg	2019-2020	Difference
qathet	96	250	154
North Coast	-101	17	118
Mount Waddington	-43	72	115
Fraser-Fort George	-66	40	106
Northern Rockies	-205	-117	88
Kootenay Boundary	199	286	87
Central Coast	-4	22	26
Sunshine Coast	214	239	25
Stikine	-22	-1	21
Peace River	-446	-512	-67
Fraser Valley	2,310	2,192	-118
Squamish-Lillooet	344	11	-333
Total Community Futures Regions	12,497	18,331	5,834

Over the last decade there was a net flow of about 12,500 people per year into BC regions (not including Greater Victoria and Metro Vancouver). That flow increased to 18,300 in the most recent year, 47% higher than the 10-year average.

Nearly every region (24 of 27) had higher net migration from elsewhere in Canada in the last year compared to their 10-year average. In some cases, like Northern Rockies and Bulkley-Nechako, net migration remained negative, but it was a lower net outflow in the most recent year.

Over the last decade the source of net migration to BC regions has been almost evenly split between “rest of BC” and “rest of Canada.” You might ask how it’s possible for BC to have a net inflow of migrants from itself, and the answer is Metro Vancouver. On average, **the last decade had a net flow of more than 8,000 people per year from Metro Vancouver to other BC regions**, which increased to more than 12,000 last year.

There has also been a steady flow from northern BC to other parts of the province,

which is likely related to retirement as well as the economic challenges in some of the north’s largest employment sectors in recent years (forestry, mine closures in some communities, slowdown in oil and gas).

For interprovincial migration, nearly every part of the province has had a positive inflow in the last decade, with the exception of the Northeast and Cariboo.

The next release of migration estimates will be effective July 1, 2021 and initial pandemic impacts on where people choose to live should start to reveal themselves.

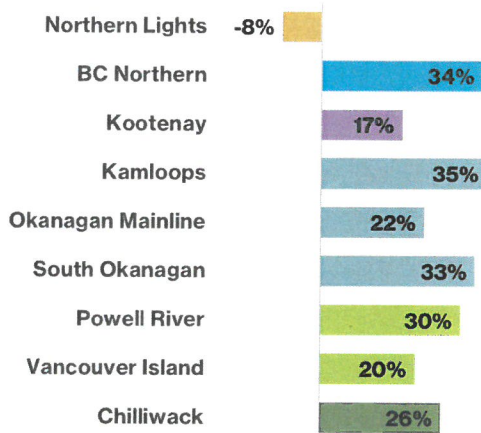
HOUSING

With strong population growth in most parts of the province, as well as significant media attention, the red-hot real estate market in late 2020 and early 2021 has been widely publicized. Regardless, annual trends are highlighted here.

In terms of unit sales, the regional real estate boards active in Community Futures regions registered an 18% increase in housing unit sales in 2020 compared to 2019. Note this does not include the Fraser Valley Real Estate Board, which also includes Surrey and other large Metro Vancouver municipalities.

GROWTH IN HOUSING UNIT SALES

Multiple Listing Service, 2020 compared to 2019

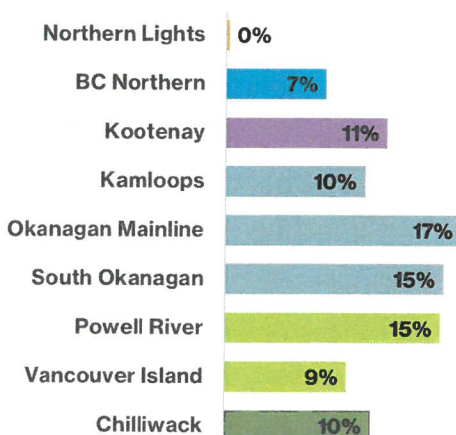


Housing unit sales in most regions increased between 20% and 35% in 2020, with the exception of the Northern Lights region in the Northeast. This is remarkable considering there were a few months in the spring when almost no activity was happening.

The home price growth shown here is an average across all housing types, including single-family homes, townhouses, apartments, and others.

GROWTH IN AVERAGE HOME PRICES

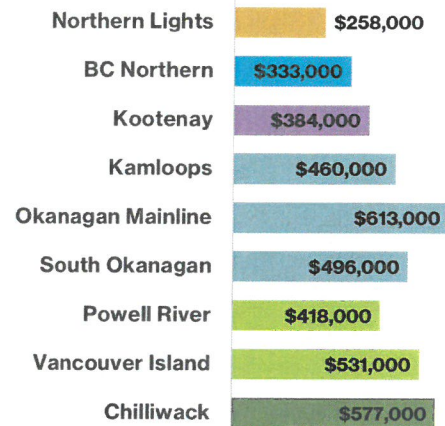
Multiple Listing Service, 2020 compared to 2019



Note that several of the real estate boards represented in this data have amalgamated, but market results are still reported by the BC Real Estate Association according to the former regional boundaries.

AVERAGE HOME PRICE, DECEMBER 2020

All housing types sold on Multiple Listing Service



CREDITS

This bulletin was prepared for Community Futures British Columbia by Vann Struth Consulting Group Inc.



Community Futures British Columbia is part of the Western Canada Business Service Network, supported by Western Economic Diversification Canada.



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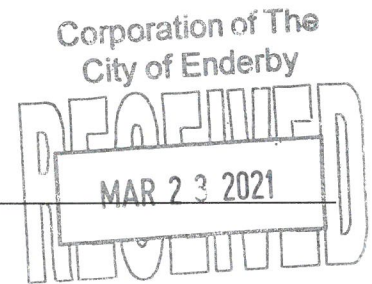
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March 18, 2021

Honourable George Heyman
Minister of Environment and Climate Change Strategy
Parliament Buildings
Victoria, British Columbia V8V 1X4

DELIVERED VIA EMAIL

Re: Invasive Asian Clams



Dear Minister Heyman,

At its January 27, 2021 Regular Council meeting, the Council for the District of Sicamous passed the following resolution:

***"WHEREAS** invasive Asian clams (*Corbicula fluminea*) are known to threaten the natural biodiversity of lakes by competing with native species for sustenance and space, cause biofouling to water treatments systems, alter water chemistry, and potentially reduce the quality of drinking water;*

***AND WHEREAS** the spread of Asian clams will have significant environmental, social, and economic consequences for our waterways, wildlife and communities;*

***AND WHEREAS** the Controlled Alien Species Regulation exists under the Wildlife Act to enforce controls for species that pose a risk to people, property, wildlife, and wildlife habitat:*

***THEREFORE BE IT RESOLVED** that UBCM ask the Province of British Columbia to designate invasive Asian clams (*Corbicula fluminea*) as a Prohibited Aquatic Invasive Species under the Controlled Alien Species Regulation under the Wildlife Act."*

We kindly request your consideration and support of this resolution and have enclosed background information on the resolution for your reference.

Regards,
DISTRICT OF SICAMOUS

cc: Minister of Forests, Lands, Natural Resource Operations and Rural Development
Premier Horgan
UBCM Member Municipalities

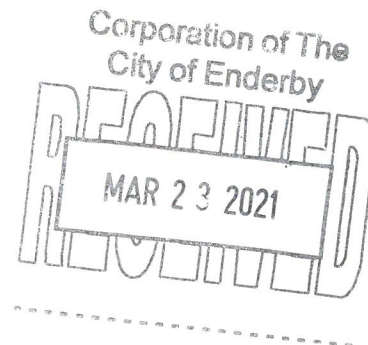
District of Sicamous

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Memo



To: Southern Interior Local Government Association

From: District of Sicamous Council

Date: February 22, 2021

Re: Certified Resolution 21-047
Asian clams (*Corbicula fluminea*) worthy of Controlled Alien Species Regulation

Asian clams (*Corbicula fluminea*) are not native to Canada, however a recent study conducted by the Columbia Shuswap Invasive Species Society (CSISS), discovered live Asian clams in Shuswap Lake. According to the Invasive Species Council of BC, the species has also made its way to southern Vancouver Island and river systems in the Lower Mainland including the Fraser River, Pitt River, and Coquitlam River.

After the CSISS study was brought to the attention of the District of Sicamous Council, research demonstrated that Asian clams, which can self-fertilize and reproduce rapidly, have the capacity to disrupt natural biodiversity and ecosystems, negatively impact native species by competing for sustenance and space, cause biofouling to water treatment systems, alter water chemistry, and reduce the quality of drinking water.

Further inquiry determined Asian clams are not scheduled within the Controlled Alien Species Regulation under the Wildlife Act which controls "alien animals that pose a risk to the health or safety of people, property, wildlife or wildlife habitat." Council argues that Asian clams pose such risks with environmental, social, and economic consequences for waterways and communities provincewide.

Therefore, Council pursued and adopted Resolution 21-047 which calls on B.C. Government to use its authority to designate Asian clams as an Aquatic Invasive Species under the Controlled Alien Species Regulation.

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Certified Resolution # 21-047

It was moved and seconded:

WHEREAS invasive Asian clams (*Corbicula fluminea*) are known to threaten the natural biodiversity of lakes by competing with native species for sustenance and space, cause biofouling to water treatments systems, alter water chemistry, and potentially reduce the quality of drinking water;

AND WHEREAS the spread of Asian clams will have significant environmental, social, and economic consequences for our waterways, wildlife and communities;

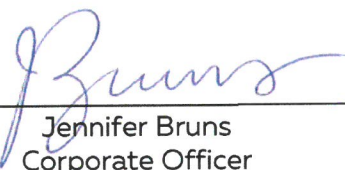
AND WHEREAS the Controlled Alien Species Regulation exists under the Wildlife Act to enforce controls for species that pose a risk to people, property, wildlife, and wildlife habitat:

THEREFORE BE IT RESOLVED that UBCM ask the Province of British Columbia to designate invasive Asian clams (*Corbicula fluminea*) as a Prohibited Aquatic Invasive Species under the Controlled Alien Species Regulation under the Wildlife Act.

Carried

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on January 27, 2021.

Dated this 11th day of February, 2021.



Jennifer Bruns
Corporate Officer

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
V0E 2V0

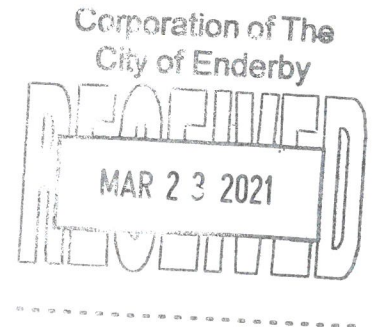
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AGENDA



March 18, 2021

Honourable Katrine Conroy
Forests, Lands, Natural Resource Operations and Rural Development
Parliament Buildings
Victoria, British Columbia V8V 1X4



DELIVERED VIA EMAIL

Re: Aquatic Invasive Species Enforcement

Dear Minister Conroy,

At its February 10, 2021 Regular Council meeting, the Council for the District of Sicamous passed the following resolution:

"WHEREAS Canada is home to 20 percent of the world's fresh water, and the spread of aquatic invasive species (AIS) poses irreparable environmental, social and economic threats that will cost Canadian taxpayers billions of dollars in lost tourism and economic opportunities, and other unknown costs;

AND WHEREAS the spread of AIS is largely connected to human activity, including the unsafe transport of watercraft and floatplanes between bodies of water;

AND WHEREAS current government efforts through fines for failing to stop at a B.C. Watercraft Inspection Station, there is a lack of specific provincial or federal regulation and enforcement that is directed at watercraft owners who fail to prevent the spread of AIS by cleaning, draining, and drying their watercraft before transport;

THEREFORE, BE IT RESOLVED that the provincial and federal governments adopt increased and stricter enforcement measures for watercraft and floatplane owners including the introduction of a significant fine for watercraft and floatplane owners that fail to Clean, Drain and Dry their watercraft or floatplane before transporting it to another body of water and an increase in the fine issued to motorists who fail to stop at a Watercraft Inspection Station."

We kindly request your consideration and support of this resolution and have enclosed background information on the resolution for your reference.

Regards,

DISTRICT OF SICAMOUS

cc: Minister of Environment and Climate Change Strategy
Premier Horgan
UBCM Member Municipalities

PDistrict of Sicamous

446 Main Street
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sicamous.ca



Memo

To: Southern Interior Local Government Association

From: District of Sicamous Council

Date: February 22, 2021

Re: Certified Resolution 21-068
Enforcement for the protection of waterways from Aquatic Invasive Species

District of Sicamous Council's concern for the wellbeing of its community, province, and country inspired Resolution 21-068 which calls for tougher enforcement measures to prevent the spread of Aquatic Invasive Species (AIS) in Canada.

While Sicamous, home to Shuswap and Mara lakes, is particularly vulnerable to the spread of AIS, the detrimental effects are not limited to our community and would have environmental, economic, and social consequences province- and country-wide.

Council has long supported federal and provincial prevention efforts that have largely focused on educating the public through awareness campaigns and voluntary compliance. The Canadian Action Plan to Address the Threat of Aquatic Invasive Species states: "...there are few specific regulations directed at recreational and commercial boating related to preventing the spread of aquatic invasive species."

Watercraft inspection stations, like those in BC that target recreational boaters through awareness and compliance, are simply unable to inspect all watercraft transported between waterways due to limited operational hours. Fines are issued to motorists who fail to stop at these mandatory inspection stations; however, the fine is minimal considering the potential consequences of spreading AIS. While the federal Fisheries Act and provincial Wildlife Act, both contain sections which make unauthorized fish introductions illegal and include prosecution for such activity, there is no legislation around the transport of watercraft without proper decontamination.

Council, therefore, submits Resolution 21-068 which calls on the province and federal government for increased enforcement, tougher penalties and the introduction of legislation that criminalizes the transport of watercraft and floatplanes between waterways without first decontaminating.

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Certified Resolution # 21-068

It was moved and seconded:

THAT Council submit the following resolution to the Southern Interior Local Government Association:

WHEREAS Canada is home to 20 percent of the world's fresh water, and the spread of aquatic invasive species (AIS) poses irreparable environmental, social and economic threats that will cost Canadian taxpayers billions of dollars in lost tourism and economic opportunities, and other unknown costs;

AND WHEREAS the spread of AIS is largely connected to human activity, including the unsafe transport of watercraft and floatplanes between bodies of water;

AND WHEREAS current government efforts through fines for failing to stop at a B.C. Watercraft Inspection Station, there is a lack of specific provincial or federal regulation and enforcement that is directed at watercraft owners who fail to prevent the spread of AIS by cleaning, draining, and drying their watercraft before transport;

THEREFORE, BE IT RESOLVED that the provincial and federal governments adopt increased and stricter enforcement measures for watercraft and floatplane owners including the introduction of a significant fine for watercraft and floatplane owners that fail to Clean, Drain and Dry their watercraft or floatplane before transporting it to another body of water and an increase in the fine issued to motorists who fail to stop at a Watercraft Inspection Station.

Carried

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on February 10, 2021.

Dated this 18th day of February, 2021.



Jennifer Bruns
Corporate Officer



OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

AGENDA

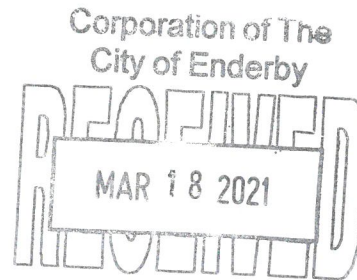
March 17, 2021

Transmitted via email: patty.hajdu@parl.gc.ca

The Honourable Patty Hajdu, P.C. M.P.
Minister of Health
House of Commons
Ottawa, Ontario K1A 0A6

RE: Opioid Crisis and Call for Overdose Action Plan

Dear Minister,



The City of Prince George Council and Staff have taken part in conversations with many stakeholders across our community regarding the impact of the opioid crisis on local health and policing resources. We acknowledge the steps taken by the Government of Canada thus far in addressing the need to improve access to treatment and harm reduction services, legal protection for individuals seeking emergency services during an overdose by way of the Good Samaritan Drug Overdose Act, awareness and prevention around the use of opioids, and the continued work to reduce the illegal and often tainted opioid supply.

To further support the country's effort in addressing the opioid crisis, the City of Prince George calls upon the Government of Canada to further its work through the implementation of a National Overdose Action Plan. As such, the City supports the following resolution shared by other municipal councils across the province:

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

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

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

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

AND WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests “decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use”;

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

THEREFORE BE IT RESOLVED that Council:

- a) request that the Government of Canada:
 - i) declare the overdose crisis a national public health; and*
 - ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma.**

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

Sincerely,



Mayor Lyn Hall
City of Prince George

cc: All UBCM Member Local Governments
Todd Doherty, MP for Cariboo-Prince George
Bob Zimmer, MP for Prince George-Peace River-Northern Rockies



AGENDA

OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

March 17, 2021

By email: commission.secretary@bcuc.com

BC Utilities Commission
Suite 401, 900 Howe Street
Vancouver, BC V6Z 2N3

RE: British Columbia Hydro and Power Authority (BC Hydro): 2020 Street Lighting Rate Application

To Whom It May Concern:

On behalf of the City of Prince George Council, please accept this letter in opposition to BC Hydro's proposed 2020 Street Lighting Rate Application (Application).

The Application, submitted by BC Hydro in November 2020, seeks approval for an increase in the monthly rate charged per street light which includes a surcharge to recover the costs incurred by BC Hydro to convert existing High Pressure Sodium (HPS) light fixtures to LED fixtures.

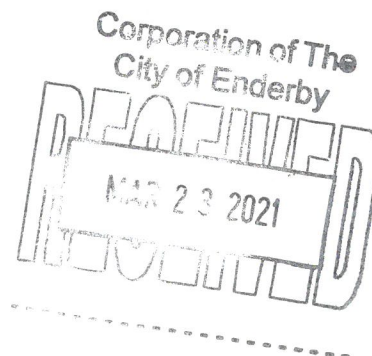
While the City of Prince George supports the environmental benefits that will result from the conversion to LED technology, we are not in support of a surcharge rate downloaded to municipalities to cover the disposal of existing lights and their associated depreciation costs.

As such, we respectfully request that the City's concerns be considered in the evaluation of BC Hydro's Street Lighting Rate Application.

Sincerely,

Mayor Lyn Hall

cc: All UBCM Member Local Governments





Boys & Girls Clubs
of the Okanagan

AGENDA

Corporation of The
City of Enderby
RECEIVED
MAR 29 2021

Mr. Greg McCune
Mayor of Enderby
619 Cliff Ave. PO Box 400
Enderby, B. C. V0E 1V0

March 8, 2021

Dear Mayor McCune,

We appreciated the opportunity to work with you and council in 2020 to build a strong future for children and youth in the Enderby.

Boys and Girls Clubs of the Okanagan believe that all children can grow to be happy, healthy, active participants in society, who discover their dreams and achieve their potential. We provide safe, supportive places where all children and youth can experience new opportunities, overcome barriers, build positive relationships and develop confidence and skills for life.

We have attached our most recent annual report and encourage you to visit www.boysandgirlsclubs.ca or contact us directly.

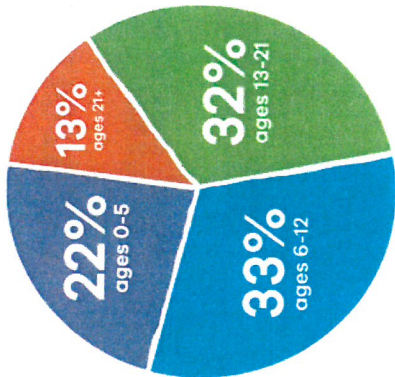
We look forward to our continued work together in Enderby in 2021, and working together with you and the community to help kids "grow up well".

Thank you,

Jeremy Welder
CEO
jwelder@bgco.ca



Who We Serve



Our Strategic Plan 2020-2025

Strong Clubs

We provide developmentally and culturally appropriate programs and services for children, youth, and families. Program quality is assessed, and outcomes and impact are measured. Club environments are welcoming, inclusive and engaging.

Early Years Stream

1,905 Children Served

We provide **35** Early Years programs supporting Okanagan families within **14** different communities.
249 children attended Preschool Programs in 2019.

Middle Years Stream

2,670 Children Served

BGCO has **22** After School Care Programs in **11** communities.
Our Child & Youth with Special Needs Programs are run in **5** different communities, and provide support to **126** members.
592 children attend our licensed afterschool spaces daily.

Family Stream

1,254 Individuals Served

183 Okanagan families received counselling support increasing positive family functioning.
We have **7** Family Development Programs serving communities across the Okanagan.

Youth Stream

2,783 Youth Served

176 youth accessed social and emotional learning programming in our To Be Honest Program **726** times.
Restorative justice worked with **109** youth and their families to heal conflict in the community.
In the last year, **48** youth were diverted from our shelter into safe housing.

In 2019, we had...

8,168 Unique Participants
1,323 Members Served Daily
253 Staff Members
384 Volunteers

By The Numbers

Strong Voice

We are loud and proud of our work. We speak up about issues that impact the well-being of children and youth. We listen to the people we serve, experts, and the community. We tell our story to increase awareness. As a result, people listen and contribute.

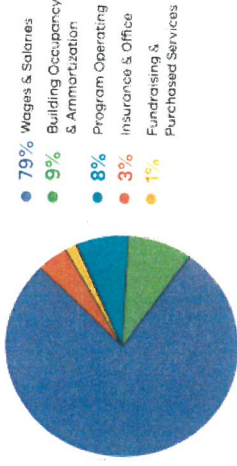
Strong Together

We are strong because of our people. People join our team because we are a great place to work and grow. We focus on engagement and development. We develop leaders in every position. We invest time and energy into our staff and volunteers.

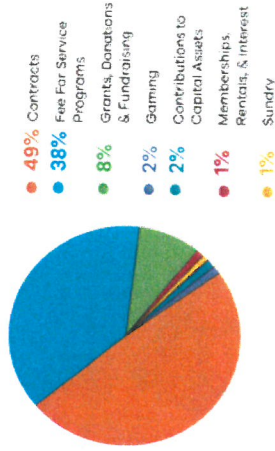
Strong Communities

We believe that we have a role to play in helping kids grow up well. No one organization can do anything alone. Partnerships, collaborations, consolidations, and innovative relationships are key to our success.

2019-2020 Expenditures



2019-2020 Revenue



Financial Statements prepared by BDO Chartered Professional Accountants. For a complete copy please contact info@bgco.ca

"I can always depend on the staff here, and I am willing to ask them for help. They are always here to help me through hard times."

- Youth Member



"Because of the Boys and Girls Clubs of the Okanagan, I have the life I do now. I never thought I could achieve this much happiness."

- BGCOC Staff



You Belong Here!

It seems like yesterday we hadn't heard of Zoom, Virtual Programs or COVID-19. In this changed world, 2019-2020 tells the story of a strong organization that continues to grow and thrive. We have adapted our services by changing how they are delivered. We have demonstrated resiliency as a staff, and through the children, youth, and families we serve. We have benefited from the strength of relationships. I am thankful to have had the privilege to be a part of this organization and believe so deeply in our vision, mission and values. The future is bright.

- Diane Entwistle, CEO

Board of Directors

Rod Pachalczuk
Ed Egli
Trevor Jahmrig
Pat Reiter
Chris Rigg
Ray Warren

Brent Mundie
Jack Allard
Barbara Rigg
Linda Callahan
Jill Hotchkiss

Connect With Us
On Our Platforms!



@bgcokanagan

Support
Community
Speaking Out
Encouragement
Working Together
Respect
Encouragement
Support
Belonging



You Can Make An Impact!

We are Stronger Together thanks to the generosity of individuals and organizations that give of their time, talent, and treasures to help support our children, youth and families. Each and every contribution helps us provide a safe place to belong where young people are given the best chance to reach their potential and have a great future. To our Donors, Sponsors and Volunteers Thank you! We can't do it without you!

If you are interested in making an impact in your community follow the link below!

Get Involved!

Visit boysandgirlsclubs.ca
or email info@bgco.ca
to get involved today!

Charitable Registration
858605769RR0001

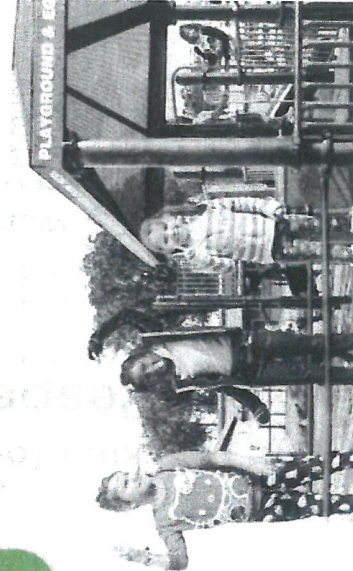
1434 Graham St.
Kelowna, BC, V1Y 3A8
T: 250-762-3914

Annual Report 2019-2020

Where Everyone Belongs.



Boys & Girls Clubs
of the Okanagan



355 West Queens Road
North Vancouver BC
V7N 4N5

www.dnv.org



AGENDA
Mayor Mike Little
Phone: 604 990 2208
Cell/Text: 604 209 3971
mayor@dnv.org

Corporation of The
March 4, 2021 City of Enderby
File:



Dear UBCM Members:

Re: Help Cities Lead (HCL) Campaign

The District of North Vancouver is sending this letter to you requesting support of the Help Cities Lead (HCL) campaign.

At its regular meeting of February 22, 2021, the District of North Vancouver Council passed the following resolution:

THAT Council support the Help Cities Lead initiative by writing letters to Ministers Heyman (Minister of Environment and Climate Change Strategy), Osborne (Minister of Municipal Affairs), Ralston (Ministry of Energy, Mines, and Low Carbon Innovation), Eby (Attorney General and Minister Responsible for Housing), and Robinson (Minister of Finance) requesting five policy actions which would empower the District of North Vancouver to help align building policy with Intergovernmental Panel on Climate Change (IPCC) science to achieve our climate targets;

AND THAT Council send a letter Metro Vancouver Regional District asking Metro Vancouver to also support the initiative;

AND THAT Council send a letter to all BC Local Governments asking them to support the initiative.

Please find a copy of the letter sent to the ministers attached for your information and consideration.

Sincerely,

Mike Little
Mayor

Enclosure



March 3, 2021

File:

The Honourable Minister George Heyman
Minister of Environment and Climate Change Strategy

The Honourable Josie Osborne
Minister of Municipal Affairs

The Honourable Bruce Ralston
Minister of Energy, Mines, and Low Carbon Innovation

The Honourable David Eby
Attorney General and Minister responsible for Housing

The Honourable Selina Robinson
Minister of Finance

Dear Ministers:

Re: Help Cities Lead (HCL) Campaign

The District of North Vancouver is sending this letter to you as an endorsement of the Help Cities Lead (HCL) campaign.

As you are aware, municipalities are on the front lines of climate change dealing with the impacts of floods, droughts, forest fires, heat waves, etc. We directly influence about half of Canada's energy use and emissions. The success of the province in achieving deep emissions reductions from the building sector is directly connected to the success of local governments in achieving their own targets. While municipalities have shown strong climate leadership, expanded regulatory authority is needed for taking bolder steps to achieving our climate targets.

HCL is an education and awareness campaign focused on accelerating building decarbonization through collaboration between the Province of British Columbia and local governments. The group is led by Climate Caucus and supported by local governments and environmental NGO's.

Why buildings? Emissions from buildings account for about 11% of the province's greenhouse gas (GHG) emissions and for municipalities, GHG emissions from existing buildings account for 40-60% of community emissions. A number of BC local governments have made climate emergency declarations and set ambitious targets to significantly reduce GHG emissions from buildings over the next 10 years. However, local governments are largely limited to information

campaigns and incentives for pursuing these ambitious reduction targets. Recent climate policy modelling shows that on their own, these policy tools are insufficient to achieve broad and deep energy and GHG reductions given limited budgets.

HCL campaign recommends a suite of expanded authorities for local governments that will enable communities to take bolder action on reducing GHG emissions from new and existing buildings:

- Property assessed clean energy (PACE) financing
- Mandatory home energy labelling
- Regulating GHG emissions for new buildings
- Regulating GHG emissions for existing buildings
- Mandatory building energy benchmarking and reporting

We are pleased to see that the November 2020 mandate letters to the Ministers of Municipal Affairs and Energy, Mines and Low Carbon Infrastructure support the implementation of PACE financing. We also note that the mandate letter for the Minister of Finance supports home energy labelling. Finally we pleased to see that the mandate letter to the Attorney-General and Minister Responsible for Housing includes support for regulation of GHG emission of new buildings.

We support the directions set out in these new mandate letters regarding PACE financing, home energy labelling, and GHG requirements for new buildings and request that the province empower local governments to opt to take action, if they so choose, on the two remaining items of the Help Cities Lead's campaign, namely GHG requirements for existing buildings and building energy benchmarking. Additional information about each of the initiatives can be found at <https://www.helpcitieslead.ca/>

It is our hope that you would consider meeting with a delegation from Help Cities Lead for further discussion on these initiatives.

Sincerely,



Mike Little
Mayor



March 10, 2021

Dear Colleagues,

On behalf of Victoria City Council, I am writing today to inform you that Council has voted to endorse the Help Cities Lead campaign and to request that your city consider doing the same. Emissions from buildings account for about 11% of the province's GHG emissions. This is the third highest source of GHG emissions in BC after road transportation (27.1%) and the oil and gas sector (17.6%). For municipalities, GHG emissions from existing buildings account for 40-60% of community emissions. In Victoria, this number is around 50% of our community GHG inventory.

In British Columbia, the regulation of buildings typically occurs at the provincial level. For the past two decades British Columbia has been at the forefront of action and policies taken in Canada to reduce energy use and GHG emissions from buildings. The 2018 CleanBC Plan moved the province further in this direction with key commitments for the building sector such as a net-zero energy building standard by 2032, a building upgrade standard by 2024, and exploring building energy labelling options.

A number of local governments, including Victoria, are keen to take even bolder action, and have set ambitious targets of our own to significantly reduce GHG emissions from buildings over the next 10 years in alignment with climate emergency declarations. The success of the Province in achieving deep emissions reductions from the building sector are directly connected to the success of local governments to achieve their own targets because most buildings are situated within these communities. However, tools currently available to local governments to pursue these ambitious reduction targets are largely limited to information campaigns and incentives. Although helpful, on their own these tools are insufficient to achieve broad and deep energy and GHG reductions given limited budgets.

Help Cities Lead (helpcitieslead.ca) is an education and awareness campaign working to build support for more focused collaboration between the Province of British Columbia and local governments on building climate policy.

The campaign project team identifies five regulatory measures where additional authority would be instrumental for municipalities in accelerating climate action:

1. Regulating GHG emissions for new buildings – the BC Energy Step Code only regulates energy efficiency in new buildings. Leading local governments would also like the ability to regulate GHG emissions from new buildings.
2. Mandatory home energy labelling - In Canada and British Columbia, legislation requires energy labelling for a broad range of consumer products including motor vehicles, furnaces, windows, lightbulbs, and kitchen appliances. However, there are no labeling requirements for the single largest purchase a given Canadian is likely to make—their home.

3. Property assessed clean energy (PACE) financing - programs allow property owners to finance the up-front cost of building energy efficiency upgrades—such as more efficient heating systems, or windows—by paying the costs back over time via a voluntary property tax assessment. The assessment is attached to the property, not an individual; if, and when, the property is sold, the financing carries on with the new owner.

4. Regulating GHG emissions for existing buildings – this would include the development of a new regulation that would set greenhouse gas emissions targets from existing buildings.

5. Mandatory building energy benchmarking and reporting - Energy benchmarking is the process of collecting and monitoring energy data from a large number of buildings over time so that governments and the private sector can compare the performance of any one participating building against similar properties.

Direction to implement the first three of these measures – enabling local governments to regulate GHG emissions for new buildings, home energy labelling, and PACE financing – were included in the ministerial mandate letters issued in November 2020. Help Cities Lead encourages the Province to move as quickly as possible and in close consultation with local governments to develop and implement these measures.

Help Cities Lead would also like the Province to enable local governments to choose, when ready, to opt into the remaining two measures not addressed by the mandate letters – namely, regulating GHG emissions for existing buildings and building energy benchmarking and reporting.

The suite of initiatives is intended to compliment what the provincial government and utilities are already doing in this area and help to lay the groundwork for eventual province-wide adoption of these measures.

These actions would let municipalities, ready to take bolder action on climate, lead the way in regulating emissions in buildings. This would provide a template for action for other jurisdictions and even for provincial regulation in the future.

As such, we are requesting that your city consider endorsing the Help Cities Lead campaign and that you communicate this support directly to the Province by writing to the below Ministers:

- Minister of Environment and Climate Change Strategy, ENV.Minister@gov.bc.ca
- Minister of Municipal Affairs, MAH.Minister@gov.bc.ca
- Minister of Energy, Mines, and Low-Carbon Innovation, EMPR.Minister@gov.bc.ca
- Minister of Finance, FIN.Minister@gov.bc.ca
- Attorney General and Minister responsible for Housing, AG.Minister@gov.bc.ca

Thank you for your time and consideration. Please do not hesitate to reach out should you have any questions regarding this letter.

Sincerely,



Lisa Helps
Victoria Mayor

The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work "Hay swx qa"



VILLAGE OF BELCARRA

"Between Forest and Sea"

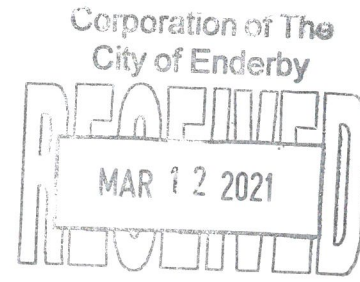
4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8
TELEPHONE 604-937-4100 FAX 604-939-5034
belcarra@belcarra.ca • www.belcarra.ca

AGENDA



March 10, 2021

Honourable Nelly Shin
Member of Parliament
Port Moody – Coquitlam
1116 Austin Avenue
Coquitlam, BC V3K 3P5



Via email: nelly.shin@parl.gc.ca

Dear Honourable Nelly Shin,

Re: Belcarra Council Motion – Endorsement of 9-8-8 Crisis Line Initiative

Please be advised that at a Regular meeting of Belcarra Council held on March 8, 2021, the following motion was passed:

“That the Village of Belcarra endorse the 9-8-8 crisis line initiative; and
That staff be directed to send a letter indicating support to the local MP, MPP, Federal Minister of Health, the CRTC and UBCM municipalities to indicate the support of Belcarra.”

Thank you for bringing this matter to the attention of Belcarra Council. 2021 has been an unprecedented challenge. There have been considerable impacts from the COVID-19 Pandemic on the mental health of Canadians. Through unanimous consent, Belcarra supports the creation of a National 3-Digit Suicide Prevention Hotline in Canada.

Sincerely,

Jamie Ross
Mayor

cc Hon. Adrian Dix, Minister of Health
Rick Glumac, MLA
CRTC
UBCM Member Municipalities



AGENDA

File: 0430-01 2021

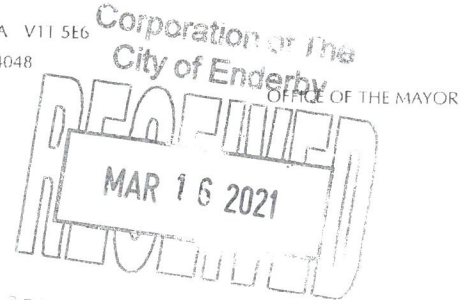
March 11, 2021 THE CORPORATION OF THE CITY OF VERNON

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

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

Via email; Mel.Arnold.C1@parl.gc.ca

Honourable Mel Arnold
North Okanagan – Shuswap
1 – 3105 – 29th Street
Vernon, BC V1T 5A8



Dear Mr. Arnold:

RE: Letter of Support – Suicide Prevention Hotline

Council, at their Regular meeting held on Monday, March 8, 2021, passed the following resolution:

‘THAT Council receives the letter dated February 16, 2021 from Mel Arnold, MP, North Okanagan – Shuswap, regarding a National 3-digit Suicide Prevention Hotline;

AND FURTHER, that Council authorizes the Mayor to write a letter of support for the House of Commons motion adopted December 11, 2020 as follows:

THAT given the alarming rate of suicide in Canada constitutes a national health crisis, the House call on the government to take immediate action, in collaboration with our provinces, to establish a national suicide prevention hotline that consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot-line that is accessible to all Canadians

AND FURTHER, that this letter be distributed to the local Member of Parliament, Member of the Legislative Assembly of BC, Federal Minister of Health, the Canadian Radio-television and Telecommunications Commission and local area municipalities

CARRIED”.

Yours truly,

Victor I. Cumming
Mayor

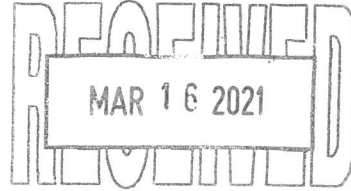
Copy: MLA Harwinder Sandhu – email: Harwinder.sandhu.MLA@leg.bc.ca
Hon. Hajdu, Federal Minister of Health – email: hcminister.ministresc@canada.ca
CRTC – email: response@CCTS-CPRST.ca
District of Coldstream
City of Armstrong
Township of Spallumcheen
City of Enderby
Regional District of North Okanagan



BRITISH COLUMBIA

Corporation of the City of Enderby

AGENDA



November 26, 2020

Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
Parliament Buildings
Victoria, British Columbia V8V 1X4

Dear Minister Farnworth:

Thank you for agreeing to serve British Columbians as Minister of Public Safety and Solicitor General. You are taking on this responsibility at a time when people in our province face significant challenges as a result of the global COVID-19 pandemic.

COVID-19 has turned the lives of British Columbians upside down. None of us expected to face the challenges of the past number of months, yet British Columbians have demonstrated incredible resilience, time and time again. We will get through the pandemic and its aftereffects by building on this resilience and focusing on what matters most to people.

British Columbians voted for a government focused on their priorities: fighting the COVID-19 pandemic, providing better health care for people and families, delivering affordability and security in our communities, and investing in good jobs and livelihoods in a clean-energy future.

I expect you – and the work of your ministry – to focus on the commitments detailed in our platform, *Working for You*, along with the following foundational principles:

- **Putting people first:** Since 2017, our government has focused on making decisions to meet people's needs. That focus drove our work in our first term and will continue to be our priority. British Columbians are counting on the government to keep them safe and to build an economic recovery that works for everyone, not just those at the top. Keeping people at the centre of everything we do means protecting and enhancing the public services people rely on and working to make life more affordable for everyone.
- **Lasting and meaningful reconciliation:** Reconciliation is an ongoing process and a shared responsibility for us all. The unanimous passage of the *Declaration on the Rights of Indigenous Peoples Act* was a significant step forward in this journey. True

.../2

Office of the Premier

Web Site:
www.gov.bc.ca

Mailing Address:
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Location:
Parliament Buildings
Victoria

Over the course of our mandate, I expect you will make progress on the following items:

- Working closely with the Provincial Health Officer and your cabinet colleagues, continue to oversee the COVID-19 state of emergency and implement emergency orders as needed to support the health and well-being of British Columbians.
- Help B.C. restaurants and hospitality businesses through COVID-19 and beyond by delivering a temporary cap on food delivery app fees and making permanent urgent actions our government took in the spring: authorizing the expansion of service areas, allowing restaurants and pubs to purchase alcohol at wholesale cost, and allowing liquor delivery with takeout.
- Deliver a fair deal to B.C. drivers by providing COVID-19 premium rebates from any surplus ICBC delivers during the pandemic.
- Make car insurance more affordable by continuing to move ICBC to a new enhanced care model, reducing premiums by an average of 20 percent while increasing the care available for people who are seriously injured in accidents.
- Establish an ICBC Fairness Officer to improve transparency and accountability.
- Work with police to address serious crime in B.C. communities, including cracking down on those who distribute toxic drugs on the streets.
- Make our streets safer from gangs and guns by introducing legislation to improve information sharing for law enforcement agencies, regulate imitation firearms, strengthen regulation of shooting ranges and close regulatory gaps.
- Increase support for initiatives that are proven to prevent and reduce crime and increase the use of restorative justice programs.
- With support from your cabinet colleagues, continue to work to implement the Calls for Justice of the National Inquiry into Missing and Murdered Indigenous Women and Girls.
- Take concrete steps to evaluate the recommendations of the Special Committee on Reforming the Police Act and, with the assistance of the Parliamentary Secretary for Anti-Racism Initiatives, bring forward recommendations to address systemic racism, create dedicated hate crime units within local police forces, and review training and procedures related to 'wellness checks'.
- Work with the Minister of Mental Health and Addictions and the Attorney General and Minister responsible for Housing to fast track the move toward decriminalization by working with police chiefs to push Ottawa to decriminalize simple possession of small amounts of illicit drugs for personal use. In the absence of prompt federal action, develop a made-in-B.C. solution that will help save lives.

.../4

fundamental to delivering on our government's priorities. You must ensure your minister's office meets the highest standards for integrity and provides a respectful and rewarding environment for all staff.

My commitment to all British Columbians is to do my level best to make sure people's lives are better, safer and more affordable. I believe the challenges we face can and will be overcome by working together. By way of this letter, I am expressing my faith that people can expect the same commitment from you.

Sincerely,

A handwritten signature in black ink, reading "John J. Horgan". The signature is written in a cursive style with a long horizontal flourish extending to the right.

John Horgan
Premier



DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6
Phone 250-545-5304 Fax 250-545-4733
Email: info@coldstream.ca Website: www.coldstream.ca

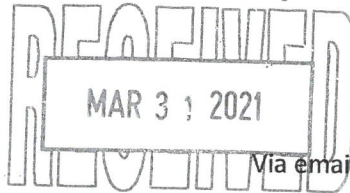
"Rural Living At Its Best"

AGENDA

OFFICE OF THE MAYOR

Honourable Mel Arnold
North Okanagan – Shuswap
1-3105-29th Street
Vernon, BC V1T 5A8

Corporation of The
City of Enderby



File: 6410-30
March 23, 2021

Via email: Mel.Arnold.C1@parl.gc.ca

Dear Mr. Arnold:

Re: Letter of Support – Suicide Prevention Hotline

Council, at their Regular meeting held on Monday March 22, 2021, passed the following resolution:

THAT the District of Coldstream Council receive and file the letter dated February 16, 2021 from Mel Arnold, MP, North Okanagan - Shuswap, regarding a National 3-digit Suicide Prevention hotline;

AND THAT Council authorizes the Mayor to write a letter of support for the following House of Commons motion adopted December 11, 2020:

That, given that the alarming rate of suicide in Canada constitutes a national health crisis, the House call on the government to take immediate action, in collaboration with our provinces, to establish a national suicide prevention hotline that consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot-line that is accessible to all Canadians.

AND FURTHER THAT this letter be distributed to the local Member of Parliament, Member of the Legislative Assembly of BC, Federal Minister of Health, the Canadian Radio-television and Telecommunications Commission and local area municipalities.

Sincerely,

Jim Garlick, Mayor

Copy: MLA Harwinder Sandhu – email: Harwinder.sandhu.MLA@leg.bc.ca
Hon. Hajdu, Federal Minister of Health – email: hcminister.ministresc@canada.ca
CRTC – email: response@CCTS-CPRST.ca
City of Armstrong
City of Enderby
Village of Lumby
Township of Spallumcheen
City of Vernon
Regional District of North Okanagan