

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: December 20, 2021
TIME: 4:30 p.m.
LOCATION: Electronic Facilities, hosted at Council Chambers, 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/

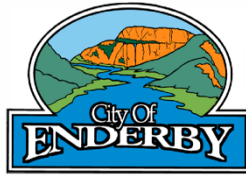
1. **APPROVAL OF AGENDA**
2. **ADOPTION OF MINUTES**
 - 2.1 Meeting Minutes of December 6, 2021 Page 3
3. **DEVELOPMENT MATTERS AND RELATED BYLAWS**
 - 3.1 Lot Frontage Waiver Request – 806 Cliff Avenue Page 11
Memo prepared by Planner and Deputy Corporate Officer dated December 15, 2021
4. **CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS**
 - 4.1. Committee-of-the-Whole
5. **BYLAWS**
 - 5.1 City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1734, 2021 (Adoption) Page 14
Building Bylaw Amendment for BC Energy Step Code Step 1 and Miscellany
6. **REPORTS**
 - 6.1 Mayor and Council Reports Verbal
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7. NEW BUSINESS

- 7.1 Community Futures Fall Update – December 2021 Page 18
- 7.2 Council Strategic Plan Scorecard 2021 Page 27
Memo prepared by Chief Administrative Officer dated December 15, 2021
- 7.3 Appointments to the Okanagan Regional Library Board for 2022 Page 41
Memo prepared by Chief Administrative Officer dated December 7, 2021
- 7.4 Appointment of Jennifer Miles as Deputy Approving Officer Page 48
Memo prepared by Planner and Deputy Corporate Officer dated December 15, 2021
- 7.5 Request for Temporary Signs Along Rail-Trail Corridor Page 50
Memo prepared by Planner and Deputy Corporate Officer dated December 16, 2021

8. PUBLIC QUESTION PERIOD

9. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held via video conference on Monday, December 6, 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 Brian Schreiner
Councillor Shawn Shishido

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner and Deputy Corporate Officer – Kurt Inglis
Clerk-Secretary – Andraya Holmes

Other: Press and Public

APPROVAL OF AGENDA

The following late items were added to the agenda:

7.2 Mayor and Council Reports

7.3 Area F Director Report

7.4 Chief Administrative Officer Report

8.6 Christmas Committee Support

8.7 UBCM Attendance

Moved by Councillor Case, seconded by Councillor Davyduke
“THAT the December 6, 2021 Council Meeting agenda be approved as amended.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of November 15, 2021

Moved by Councillor Shishido, seconded by Councillor Baird
“THAT the November 15, 2021 Council Meeting minutes be approved as circulated.”

CARRIED

DELEGATIONS

Henry Bremer, President and Ralph Van Dalfsen, Director Kamloops – Okanagan Dairy Association

Introduced the Kamloops-Okanagan Dairy Association, an industry association with 75 members. Discussed the impact of flooding from recent extreme weather events and noted that many cows had to be evacuated and some were lost in the floods.

Routes used for getting milk from the Okanagan to processing plants were closed for some time and remain limited, with some dairy travelling by Highway 3 and some travelling to Alberta for processing.

There is no longer local processing of dairy products of a scale that is appropriate for the Okanagan. A few local processors exist but on a small scale. The area needs a mid-sized dairy processing plant.

Councillor Case inquired if there have been any changes since 2014 when this was discussed, and it was concluded not enough production for the viability of a local plant.

Henry Bremer responded that the BC Dairy Association completed a study showing a lack of processing facilities in the west and that there is increased interest from the public at this time to encourage the opening of a plant here. A company in Quebec has also shown interest in potentially opening a plant here.

Ralph Van Daltsen added that producers pay costs to transport dairy so a local processing plant would be in the best interest of producers as well.

Councillor Shishido inquired if small scale processing on each farm would be possible.

Ralph Van Daltsen responded there are a few small local processing plants but that there are many regulations and high costs involved. It is also a challenge for local producers to obtain shelf space in stores as larger companies have contracts with retailers.

Councillor Case inquired what local government can do to help.

Henry Bremer will return to discuss potential action when the results of a Global Information Study being commissioned by the industry are available to review.

Councillor Baird requested clarification on how shipping costs are divided between producers.

Henry Bremer responded that shipping costs are divided evenly amongst all producers.

Ralf Van Daltsen expressed a desire to restart the annual farm tour that has been cancelled the past 2 years. Also discussed emergency preparedness for dairy farmers and the need for jurisdictions to cooperate with farmers in emergency situations, particularly with respect to accessing evacuation zones to tend to livestock that cannot be transported.

PUBLIC HEARINGS

0039-21-DVP-END (Smith)

The Planner and Deputy Corporate Officer introduced the application and provided an overview of the recommendation.

Stephen Smith requested Council approve the variance not to construct the stormwater system.

The Planner and Deputy Corporate Officer expressed the report from an engineer with recommendations is needed.

Stephen Smith expressed concern about the length of time this report will take.

The Chief Administrative Officer advised Council that the City's bylaws were already flexible with respect to rural and large holding properties, and it was inadvisable to opt the applicant out of a requirement before it was even understood what that requirement might be. If the requirement is minimal, then it would not be an issue. However, if the downstream impact to properties was discovered to be significant, the City would have no recourse to require the applicant to complete the required works, should the variance be granted at this time.

DEVELOPMENT MATTERS

0039-21-DVP-END (Smith)

Legal: Lot A Section 27 Township 18 Range 9 West of the 6th Meridian
Kamloops Division Yale District Plan 27274 Except Plan KAP59772
Address: 107 Timberlane Road
Applicant: Stephen and Shelley Smith

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT Council authorizes the issuance of a Development Variance Permit for 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 B.C. to permit a variance to Section 315 of City of Enderby Bylaw No. 1550, 2014 by reducing the minimum lot size for subdivision for parcels not connected to a community sewer system from 1 ha (2.471 acres) to 0.494 acres (2000 m²), and to permit variances to the following Sections of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000:

- *Section 2.0 of Schedule “A” by not requiring Timberlane Road to be dedicated a minimum of 9.0 m from the existing mean centreline of the road in accordance with the Local Road Standards;*
- *Section 4.0 of Schedule “A” and Schedule “B” by not requiring a connection to a community sanitary sewage system;*
- *Section 4.2.9 of Schedule “A” by permitting an on-site sewage disposal system on a lot less than 2 hectares in size;*
- *Section 6.0 of Schedule “A” and Schedule “B” by not requiring the provision of street lighting;*
- *Section 7.0 of Schedule “A” and Schedule “B” by not requiring the provision of underground wiring for power, telephone and cablevision,*

With the variances to Section 315 of the City of Enderby Zoning Bylaw No. 1550, 2014 and Section 4.0 of Schedule “A” and Schedule “B” and 4.2.9 of Schedule “A” of City of Enderby Subdivision Servicing and Development Bylaw being conditional upon the proposed lots being serviced via an approved sewage system within the meaning of the Sewerage System Regulation and not a holding tank under Part 2 of the same regulation;

AND THAT council NOT authorize the issuance of a Development Variance Permit to vary the following Sections of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000:

- *Section 2.0 of Schedule “A” by not requiring the construction Timberlane Road to the centreline of the road in accordance with the Local Road Standards; and*
- *Section 5.0 of Schedule “A” and Schedule “B” by not requiring the design and construction of a storm drainage system.”*

CARRIED

BYLAWS – 3 READINGS

City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1734, 2021

Moved by Councillor Shishido, seconded by Councillor Baird
“THAT Council gives 1st, 2nd and 3^d readings to City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1734, 2021.”

CARRIED

REPORTS

RDNO Building Permit Report – November 2021

Moved by Councillor Baird, seconded by Councillor Case
“That the RDNO Building Permit Report – November 2021 be received and filed.”

CARRIED

Mayor and Council Reports

Councillor Case

Attended Economic Development Portfolio meeting. Discussed dairy processing. Discussed a potential cross-docking facility. He spoke to a person in the industry after the meeting who described some of the challenges with the concept, notably that most facilities were proprietary and difficult to monetize. He did express the need for a safe rest stop between Calgary and Vancouver for large trucks.

The Chief Administrative Officer was asked to describe some of the other outcomes of the portfolio meeting, and noted that Community Futures will return to City Hall in the new year. They discussed ways to build upon prior successes in outreach for retention and expansion of existing business. Concerns over how the forest modernization initiatives by the Province will impact the regional value-added wood sector due to potential shortages in accessing fibre. Community Futures will help support an intersectoral meeting to discuss shared challenges and opportunities throughout different economic sectors.

Councillor Davyduke

Expressed importance of Community Futures and connecting businesses to resources.

Councillor Baird

Will be participating in a Rail Trail walk next week.

Councillor Knust

Community Partners Meeting was rescheduled to December 13, 2021.

RDNO Area F Director Report

Vaccination rate in Area F at 69% of residents with 2 doses received.

Rail trail facing issues with some upland property owners in Sicamous wanting to improved assurances for their foreshore docks.

Chief Administrative Officer

Discussed positive reception of the Christmas event.

Arena repairs are proceeding. Working through logistical challenges, so far, people have been good about being patient.

Working on new some upgrades to both the telephone and information technology systems.

NEW BUSINESS

City of Enderby Development Corporation Annual Information Meeting 2021

Moved by Councillor Schreiner, seconded by Councillor Baird

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

- 1. THAT, in accordance with Article 10.2 of the City of Enderby Development Corporation’s Articles of Incorporation, the shareholder consents to the business to be transacted at the annual general meeting, such that it is deemed to be held by this resolution and on the date of this resolution.*
- 2. AND THAT the annual reference date for the City of Enderby Development Corporation is December 6, 2021.*
- 3. AND THAT, in accordance with Article 10.3 of the City of Enderby Development Corporation’s Articles of Incorporation, and in lieu of the annual general meeting, an annual information meeting is hereby held on December 6, 2021 with notice given in substantially the same form as that required for the City of Enderby.*

4. *AND THAT, as there were no financial transactions for the City of Enderby Development Corporation for the fiscal year ended December 31, 2020 and the City of Enderby Development Corporation has no assets, liabilities and equity:*

- a) *The appointment of auditors for the City of Enderby Development Corporation is waived in accordance with section 200 of the Business Corporations Act; and*
- b) *The production and publication of financial statements for the City of Enderby Development Corporation is waived in accordance with section 203(2) of the Business Corporations Act.*

5. *AND THAT that the following persons, each of whom has consented in writing to act as a director, are appointed as directors of the City of Enderby Development Corporation, to hold office in the manner specified until the next annual general meeting of the City of Enderby Development Corporation or until their successors are appointed, subject to Article 14.6 of the City of Enderby Development Corporation’s Articles of Incorporation:*

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

6. *AND FURTHER THAT all lawful acts, contracts, appointments, and payments of money by the directors of the City of Enderby Development Corporation, if any, since the last annual reference period, which coincides with the date of the recognition of the City of Enderby Development Corporation, and which have previously been disclosed to the shareholder, are hereby adopted, ratified, and confirmed.*

CARRIED

Digital Billboard Sponsorship Application – Enderby and District Cancer Support Group

Moved by Councillor Knust, seconded by Councillor Case
“*THAT Council authorizes a digital billboard sponsorship for the Enderby & District Cancer Support Group valued at \$8400 in-kind.*”

CARRIED

Regular Meeting Schedule for 2022

Moved by Councillor Baird, seconded by Councillor Shishido
“*THAT Council approved the Notice of 2022 Regular Council Meetings Schedule;*

AND THAT Council directs staff to make the schedule available to the public by posting it at the Public Notice Posting Place as defined in the City of Enderby Council Procedure Bylaw No. 1732, 2021 and giving notice of its availability in accordance with section 127(1) of the Community Charter.”

CARRIED

Acting Mayor Schedule 2022

Councillor Schreiner requested an amendment. He will act in February and Councillor Shishido will act in October.

Moved by Councillor Shishido, seconded by Councillor Schreiner
“THAT Council adopts the Acting Mayor Schedule for 2022 as amended;

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

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

CARRIED

RDNO Planning Services Agreement for 2022 – 24

Moved by Councillor Case, seconded by Councillor Knust
“THAT Council authorizes the Corporate Officer to execute the RDNO Planning Services Agreement for 2022-24 substantially as presented.”

CARRIED

Christmas Committee Support

Moved by Councillor Baird, seconded by Councillor Knust
“THAT Council refers to budget consideration of providing an annual grant of \$1,000 to the Christmas Committee;

AND THAT Council directs staff to explore providing an ongoing source of revenue for enhancing and replacing holiday lights and report back as part of budget deliberations.”

CARRIED

UBCM Attendance

Mayor and Council all plan to attend. Staff will coordinate with Councillor Baird on hotel bookings after the meeting.

CORRESPONDENCE AND INFORMATION ITEMS

CleanBC Roadmap to 2030

Councillor Schreiner requested that research be done on introducing an organic food waste curbside pick-up program for Enderby, for discussion as part of Strategic Planning 2022. Councillor Knust asked for feedback from other communities about whether curbside organic waste pick-up is contributing to the rat infestation.

Chief Administrative Officer responded research will be done on cost and other impacts to the community of this and will report back at Strategic Planning 2022.

Moved by Councillor Schreiner, seconded by Councillor Baird
“That the CleanBC Roadmap to 2030 be received and filed.”

CARRIED

Local Processing of Dairy Products

Moved by Councillor Schreiner, seconded by Councillor Baird

“That the be Local Processing of Dairy Products correspondence from Lynda Megli be received and filed.”

CARRIED

Correspondence Between UBCM and the Minister Responsible for Housing Regarding Housing Supply Challenge

Moved by Councillor Baird, seconded by Councillor Shishido

“That the correspondence between UBCM and the Minister Responsible for Housing regarding the housing supply be received and filed.”

CARRIED

PUBLIC QUESTION PERIOD

Heather Black asked for clarification on the decision not to grant the variance request for 0039-21-DVP-END (Smith) and that an engineer’s report is still being required.

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Davyduke

“THAT the regular meeting of December 6, 2021 adjourn at 6:05 p.m.”

CARRIED

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: December 15, 2021
Subject: Lot Frontage Waiver Request – 806 Cliff Avenue, Enderby BC

RECOMMENDATION

THAT Council authorizes an exemption to Section 604.a.8 of the City of Enderby Zoning Bylaw No. 1550, 2014 for the property legally described as PARCEL A (DD L23640) OF THE SOUTH WEST 1/4 OF SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT PLAN 27069, and located at 806 Cliff Avenue, Enderby BC in order to reduce the minimum lot frontage for single-family dwellings from 12 m (39.37 feet) to:

- Proposed Lot 4 – 11.15 m (36.58 feet);
- Proposed Lot 5 – 10.0 m (32.80 feet);
- Proposed Lot 6 – 10.0 m (32.80 feet);
- Proposed Lot 7 – 10.0 m (32.80 feet);
- Proposed Lot 10 – 9.981 m (32.74 feet); and
- Proposed Lot 11 – 10.0 m (32.80 feet),

as shown on the attached Schedule 'A'.

BACKGROUND

The owner of 806 Cliff Avenue is proposing an 18 lot bare land strata subdivision on the property. The proposed subdivision involves phasing, with Phase I consisting of Lots 1-9 and Phase II to follow with Lots 10-18. Once the Phase I lots are registered, Phase II will remain as a large 'remainder lot' until such time as Lots 10-18 are registered.

Section 604.a.8 of the City of Enderby Zoning Bylaw specifies the minimum lot frontage requirements for the Residential Multi-Family Low Intensity (R.3-A) zone, with the minimum lot frontage for single-family dwellings being 12 m (39.37 feet). As shown on the attached Schedule 'A', the applicant is requesting an exemption to Section 604.a.8 of the Zoning Bylaw in order to reduce the minimum lot frontage for several of the proposed lots from 12 m (39.37 feet) to:

- Proposed Lot 4 – 11.15 m (36.58 feet);
- Proposed Lot 5 – 10.0 m (32.80 feet);
- Proposed Lot 6 – 10.0 m (32.80 feet);
- Proposed Lot 7 – 10.0 m (32.80 feet);
- Proposed Lot 10 – 9.981 m (32.74 feet); and

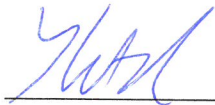
- Proposed Lot 11 – 10.0 m (32.80 feet).

Staff are recommending that Council authorizes an exemption to Section 604.a.8 of the Zoning Bylaw to permit the requested lot frontage reductions, for the following reasons:

- Proposed lots 4-7 are located within a cul-de-sac, which by virtue of their configuration will have a reduced lot frontage as compared to the dimensions of the other property lines;
- Although proposed lots 4-7 are proposed to have a reduced lot frontage, they are still relatively large lots, ranging in area from 573 m² – 884 m² (R.3-A zone has a minimum lot area of 350 m² for single-family dwellings);
- For proposed lots 10-11, the potential frontage of these lots is constricted due to the City's statutory right of way and parkland corridor to the north;
- The requested lot frontage reductions would not affect the buildability of the proposed lots; and
- It is not anticipated that the requested lot frontage reductions would affect the use and enjoyment of the subject or surrounding properties, nor detract from the character of the proposed development or neighbourhood more broadly.

Notwithstanding the lot frontage exemptions, the owner must still meet the driveway width, grade and setback provisions of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000, unless otherwise varied.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1734

A BYLAW TO AMEND BUILDING BYLAW No. 1582, 2015

WHEREAS Council of the City of Enderby has adopted “City of Enderby Building Bylaw No. 1582, 2015”;

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

CITATION

1. This bylaw may be cited as the “City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1734, 2021”.

RETITLING OF AMENDMENT BYLAW No. 1713

2. City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1713, 2021 is hereby retitled to the “City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1713A, 2020”.

AMENDMENTS

City of Enderby Building Bylaw No. 1582, 2015 is hereby amended as follows:

3. By adding the following Definitions to Section Two – Interpretation, in alphabetical order:
 - **BC ENERGY STEP CODE** means the requirements set out in Section 614 of this Bylaw and Division B, Part 9 and 10 of the Building Code;
 - **BUILDING ENERGY LABEL** means information about a building’s energy use, efficiency ratings, how the rating was calculated and where energy is consumed in the building which is posted in a location that is protected from moisture and damage;
 - **ENERGY ADVISOR** means a person who is registered as an energy advisor with Natural Resources Canada;
 - **GHG** means greenhouse gas, as defined by the Climate Change and Accountability Act.
4. By replacing the Definitions of “Building Code”, “Construction Value”, “Official Community Plan” and “Zoning Bylaw” in Section Two – Interpretation with the following:
 - **BUILDING CODE** means the British Columbia Building Code as adopted by the Minister responsible under Provincial legislation, as amended or re-enacted from time to time.
 - **CONSTRUCTION VALUE** means the total cost of a proposed building or structure determined by an estimated value of the building or structure established by the Building Official, or otherwise by the owner’s declared value

on the permit application, for which the Building Official may require proof in the form of an executed construction contract and, at the Building Official's discretion, a certificate of construction costs provided by an independent qualified professional registered to practice in British Columbia.

- **OFFICIAL COMMUNITY PLAN** means a bylaw adopted by the City pursuant to Section 472 of the Local Government Act.
- **ZONING BYLAW** means a bylaw adopted by the City pursuant to Section 479 of the Local Government Act.

5. By adding the following as Section 402.10:

10. may require the owner to retain an independent qualified professional to certify the total costs of construction prior to final inspection or any occupancy of the building and, if the certified total cost of construction exceeds the value used for the Building Permit fee, the difference will be recalculated and owing to the City as the extra value of construction.

6. By adding the following as Section 613:

613 ENERGY CONSERVATION AND GHG EMISSION REDUCTION

1. In relation to the conservation of energy and the reduction of greenhouse gas emissions, the City incorporates by reference the British Columbia Energy Step Code in accordance with subsections 2 and 3.
2. All new Buildings regulated by Part 9 or Part 3 of the Building Code must be designed and constructed to meet the minimum performance requirements specified in Step One of the BC Energy Step Code for any permit application received on or after January 3, 2022.
3. All construction that is subject to subsection 2 must include a Building Energy Label posted prior to issuance of an occupancy permit.
4. Any Energy Advisor providing the required documentation set out in the BC Energy Step Code must provide evidence to the Building Official that they are an Energy Advisor registered and in good standing with Natural Resources Canada.

7. By replacing Section 805.2 as follows:

2. Except as provided in Section 802.2, no fees shall be returned where a Building Permit has expired.

8. By replacing Section 807.1 as follows:

1. Where a Building Permit has expired and the owner wishes to have the permit reissued, the owner must submit a new application, including a new Application Fee, including all documents and permits as prescribed in Sections Six and Seven of this Bylaw. The fee for a permit to complete work previously authorized by permit which has expired shall be based on the cost of work remaining to be completed.

9. By deleting Section 807.2 and renumbering the remainder of the section.

10. By replacing Section 807.4 as follows:

4. Where construction has not commenced or has been discontinued due to adverse weather, strikes, material or labour shortages or similar hardship beyond the owner's control, a Building Official may extend the valid Building Permit period upon any terms and conditions specified by the Building Official.

10. By adding the following as Section 903.2.f.1:

f.1 "Infloor Heating Inspection" after completion of under slab preparation, but before pouring of concrete topping or slab.

11. By replacing the table in Schedule "A" – Climate Values as follows:

Elev., m	Design Temperature (°C)				Degree Days Below 18°C	15 Min. Rain, mm	One Day Rain, 1/50, mm	Ann. Rain, mm	Moist. Index	Ann. Tot. Ppn., mm	Driving Rain Wind Pressure s, Pa, 1/5	Ground Snow Load kPa		Hourly Wind Pressures	
	January		July 2.5%									S _S	S _R	1/10 kPa	1/50 kPa
	2.5%	1%	Dry	Wet											
425	-19	-24	-33	21	3650	13	48	400	0.47	525	80	3.5	0.1	0.30	0.39

READ a FIRST time this 6th day of December, 2021.

READ a SECOND time this 6th day of December, 2021.

READ a THIRD time this 6th day of December, 2021.

ADOPTED this ___ day of _____, 2021.

MAYOR

CORPORATE OFFICER

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: **CITY OF ENDERBY**

Category: **BUILDING PERMITS**

Year: 2021 Month: 11



Folder Type	2021 / 11		2020 / 11		2021 to 11		2020 to 11		
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	
ACCESSORY BUILDING	0	0	0	0	0	0	0	0	
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	
DEMOLITION	0	0	0	0	0	0	0	0	
END - ACCESSORY BUILDING	0	0	0	0	6	117,440	2	0	
END - COMMERCIAL BUILDING	0	0	0	0	2	2,780,000	4	1	
END - DEMOLITION	0	0	0	0	2	20,000	1	0	
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
END - MANUFACTURED HOME	0	0	0	0	1	5,000	0	0	
END - MODULAR HOME	0	0	0	0	1	300,000	1	1	
END - MULTI FAMILY DWELLING	0	0	0	0	3	1,467,783	1	4	
END - PLUMBING	0	0	0	0	0	0	0	0	
END - SIGN	0	0	0	0	0	0	0	0	
END - SINGLE FAMILY DWELLING	0	0	351,000	1	15	5,814,898	16	10	
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
INSTITUTIONAL	0	0	0	0	0	0	0	0	
MANUFACTURED HOME	0	0	0	0	0	0	0	0	
MODULAR HOME	0	0	0	0	0	0	0	0	
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	
OLD PIMS PERMITS	0	0	0	0	0	0	0	0	
PLUMBING	0	0	0	0	0	0	0	0	
POOL	0	0	0	0	0	0	0	0	
RETAINING WALL	0	0	0	0	0	0	0	0	
SIGN	0	0	0	0	0	0	0	0	
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0	
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0	
Report Totals	0	0	0	4	30	10,505,121	26	16	3,359,600

FALL UPDATE

This issue of the **Rural BC Economic Bulletin** covers the latest economic data for rural regions served by the Community Futures network.

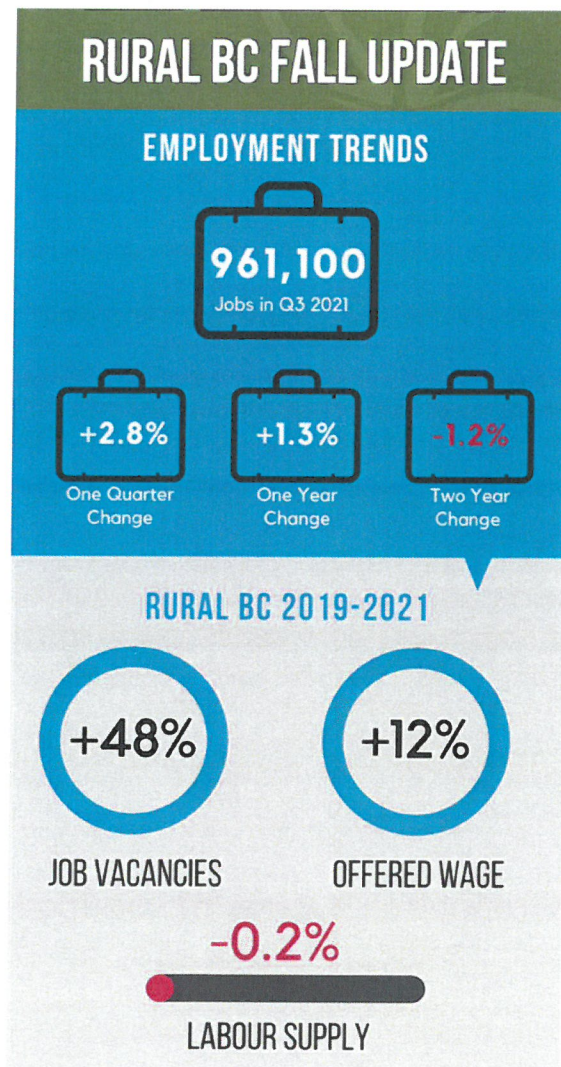
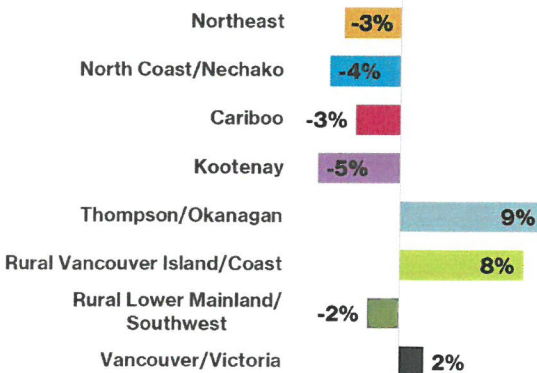
We will also take a deeper look at labour shortages, a key issue that is hampering business recovery throughout the province.

But first, we start with a high-level summary of regional labour market data for the 3rd quarter.

Total employment in the summer months compared to the spring was up sharply in the Thompson/Okanagan and rural Vancouver Island/Coast, but down in every other rural region.

QUARTERLY EMPLOYMENT GROWTH

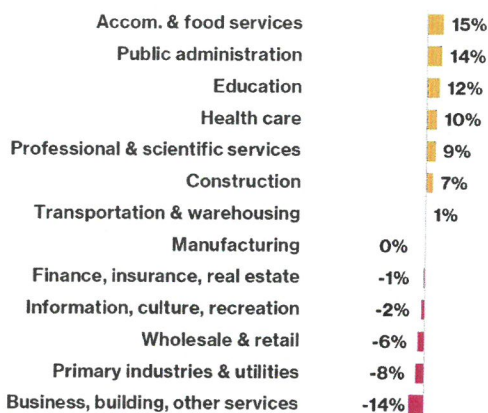
Q3 2021 (Jul to Sep) compared to Q2 2021 (Apr to Jun)



Falling employment in the summer is an unusual pattern. For the 10 years before the pandemic, from 2010 through 2019, every region had higher average employment in the summer than to the spring (except Island/Coast, which was virtually unchanged from spring to summer).

QUARTERLY CHANGE IN SECTORAL EMPLOYMENT IN RURAL BC

Q3 2021 (Jul to Sep) compared to Q2 2021 (Apr to Jun)



Despite most rural regions losing jobs from the spring to the summer, the robust growth in the two largest regions of Thompson/Okanagan and rural Vancouver Island/Coast mean that overall, rural BC employment increased by 3%.

Sectoral employment changes show sturdy growth of 15% in accommodation and food services, reflecting the summer tourism business in the active Okanagan, Vancouver Island, and other markets. There was also continued growth in public sector employment – 14% in public administration, 12% in education, and 10% in health care. Construction also typically rises in the summer, increasing by 7% over the spring.

Primary industries and wholesale/retail trade are prominent industries that lost jobs compared to the spring.

BRIEF ASIDE ON LABOUR DATA

Readers of this bulletin may wonder why the reported labour market numbers might be different from numbers seen elsewhere.

Media reports of the monthly Labour Force Survey often focus on changes *compared to the previous month*. The problem for rural regions is these are not actually monthly results, but a three-month average. Saying something like “September employment is up 1% compared to August” is not technically correct, because in both reports the three-month average includes August!

Changes in the September results are actually caused by the difference between September survey, which is new to the three-month average, and June, which falls out of the three-month average.

That explains why this series of bulletins is focused on quarterly change, which is the minimum period of time to observe a complete changeover in the survey results.

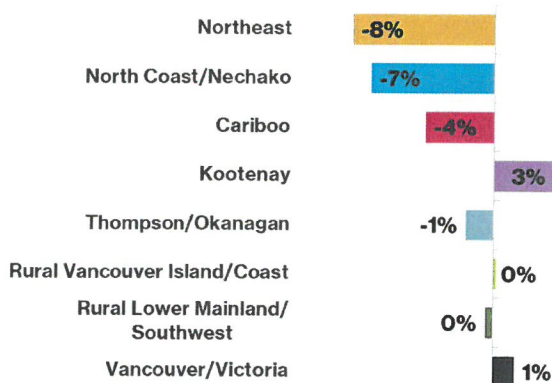
PANDEMIC RECOVERY

As noted in previous bulletins, by the end of 2020, Rural BC had mostly recovered the jobs lost in the initial pandemic lockdown. But the recovery has flatlined, or in cases gone into reverse, over the course of 2021.

Compared to the last pre-pandemic summer of 2019, Rural BC can be divided into the north and the south. The northern regions (Northeast, North Coast/Nechako, and Cariboo) have all lost between 4% and 8% of jobs. The southern regions are all within 1% of their 2019 level, except for the Kootenay region, which leads the province at +3% growth.

PRE-PANDEMIC EMPLOYMENT COMPARISON

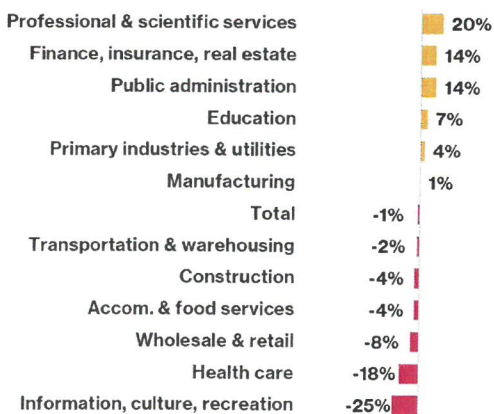
Q3 2021 (Jul to Sep) compared to Q3 2019



On a sectoral basis, the job changes from summer 2019 to summer 2021 range from +20% for professional and scientific services to a low of -25% for information, culture and recreation.

RURAL BC EMPLOYMENT BY SECTOR COMPARED TO PRE-PANDEMIC

Q3 2021 (Jul to Sep) compared to Q3 2019



Professional and scientific services includes the emerging tech sector in many rural communities, as well as skilled professionals and others who, anecdotally at least, have newly flexible work arrangements and are leaving larger centres for lower-cost and larger homes in smaller communities.

Information, culture and recreation includes many industries that rely on indoor gathering, whether for arts performances or fitness classes, and have been severely impacted by pandemic restrictions.

And as noted in a previous bulletin, health care includes much more than doctors and hospitals. Multiple close-contact services like physical therapists, dentists, and home care services. Attrition among health professionals may also be contributing to the health care job loss as the stress of the pandemic contributes to potentially higher staff turnover.

LABOUR SHORTAGES

Now for the topical issue of the day – labour shortages. As the economy staggers its way back to a new post-COVID normal, labour shortages are an emerging and troubling barrier to economic recovery for many industries and communities.

As with most topics concerning Rural BC, the available data has its limitations, but we will explore what we have to the degree possible. One of the main data sources is Statistics Canada’s Job Vacancy and Wage Survey (JVWS).

The JVWS is getting a lot of attention recently due to rising labour shortages nationwide, but unfortunately the data at a regional level is updated only several months after the fact and as

of this report, is only available through Q2 (April to June).

Regardless, the data contains a variety of insights into labour shortage trends and how they vary across BC rural regions.

Have job vacancies increased?

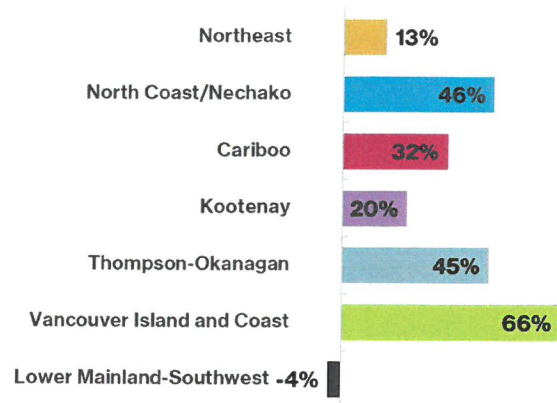
Yes, for rural BC as a whole, but the scale of the increase depends on the timeframe and region being examined.

One key insight is the rise in job vacancies is not just a recent, pandemic-influenced phenomenon. Total vacancies in “Rural BC” increased by 42% from Q2 2015 to Q2 2019, before any of us had heard the word COVID. **In the next two years, from Q2 2019 to Q2 2021, vacancies in Rural BC increased another 48%.**

The pre-pandemic increase from 2015 to 2019 was felt across all rural regions, ranging from a 6% increase in vacancies in North Coast/Nechako to a 69% increase in Vancouver Island and Coast.

Over the two most recent years, vacancies increased at an even faster rate across all of rural BC, with the highest increase again occurring in the Vancouver Island/Coast region. Notably the rural increase in the last two years happened at the same time as vacancies fell slightly in the Lower Mainland.

CHANGE IN JOB VACANCIES SINCE 2019
Q2 2021 (Apr to Jun) compared to Q2 2019



In raw numbers, Rural BC had more than 52,000 job vacancies in Q2 of this year, more than double the 25,000 in 2015 and an increase of 17,000 vacancies in the last two years.

Among individual regions, Vancouver Island/Coast had more than 22,000 vacancies and Thompson-Okanagan more than 18,000.

What percentage of jobs are vacant?

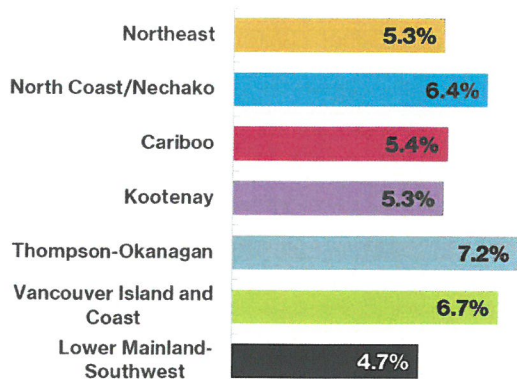
After the rapid increase in vacancies in recent years, the Thompson-Okanagan and Vancouver Island/Coast regions have the highest vacancy rates at 7.2% and 6.7%, respectively. Every rural region in the province had a higher vacancy rate than the Lower Mainland as of Q2.

¹ Vacancy data is available only for provinces and economic regions. That means that “Rural BC” as defined here includes the metro Victoria area, which we are unable to separate from the rest of the Vancouver Island/Coast region. We also do not have

separate data for the Fraser Valley, the Sunshine Coast, or the Squamish/Lillooet region as they are included with Metro Vancouver in the “Lower Mainland/Southwest” region.

JOB VACANCY RATES

Q2 2021 (Apr to Jun)



What types of jobs are driving the increase in vacancies?

In short, all types.

Occupations can be classified into four levels based on the type of education and experience they require:

Level A – Management or university required

Level B – College or specialized training or apprenticeship required

Level C – Secondary school or job-specific training required

Level D – On-the-job training

While the data becomes less precise as it is sliced into smaller categories, it is clear that vacancies have increased for jobs in all four categories. Over the last two years, from spring 2019 to spring 2021, vacancies in Rural BC increased by 57% for Level A occupations, by 43% for Level B, by 56% for Level C, and by 27% for Level D.

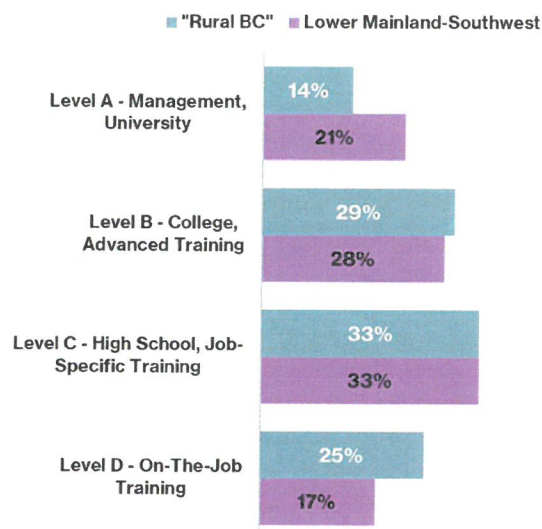
The next chart shows the distribution of total vacancies, which are most concentrated in Level C (which is also the source of the most vacancies

² The gaps are caused by Statistics Canada suppressing the data, usually due to insufficient sample sizes.

province-wide and in Canada). Level C occupations include sales and service representatives, office and health care support occupations, transport and heavy equipment operators, and natural resource and agriculture workers.

TOTAL JOB VACANCIES BY SKILL LEVEL

Q2 2021 (Apr to Jun)



As shown above, total vacancies in Rural BC are less concentrated in Level A occupations and more concentrated in Level D. This is consistent with the nature of the economy in different regions of the province.

Unfortunately, the job vacancy data from Statistics Canada has too many gaps² to reliably show full results for individual rural regions, although some comments are provided below on notable regional differences.

The largest number of vacancies in Rural BC as a whole are found in the following occupations:

- Sales and service occupations (nearly 20,000 vacancies in Q2)
- Trades, transport & equipment operators (8,700 vacancies)
- Health occupations (6,800 vacancies)
- Business, finance & administration occupations (4,100 vacancies)

Over the last two years, **the largest increase in vacancies in Rural BC has been in health care, followed closely by sales and service jobs and then trades, transport & equipment operators.** Together these three groups account for nearly 80% of the increase in vacancies.

Sales and service jobs are also the largest source of vacancies across the rest of BC and Canada and all individual rural regions except the Northeast, where trades, transportation and equipment operators are in highest demand.

With workers in high demand, are wages rising?

The Job Vacancy and Wage Survey measures the “offered wage” for each vacant position. While vacancies have been increasing steadily since 2015, they accelerated since 2019, suggesting that increases in the offered wage should also have accelerated.

The data confirms this to be true. The average offered wage across Rural BC increased by about \$0.90 per hour for each year from 2015 to 2019 as vacancies increased. From 2019 to 2021, the offered wage increased by \$1.20 per year. This suggests that as vacancies are climbing, employers are responding with higher wage offers.

The Vancouver Island/Coast region is the best illustration of this trend. The average offered wage increased by \$0.80 per year from 2015 to 2019, slightly less than the average BC increase.

But as vacancies in the Island/Coast exploded by 66% from 2019 to 2021, the average offered wage increased by \$2.15 per year, far higher than the average BC increase.

One caution with this data is the offered wage is an average across all industries and occupations. This means that changes in the offered wage could be caused by changes in the mix of jobs that are vacant, not by employers offering more for the same job.

For example, in Northeast BC from 2015 to 2019 vacancies for Level B jobs (skilled technicians) more than doubled and the average offered wage increased to \$27.20, which was 26% higher than the average offered wage across BC. From 2019 to 2021, vacancies in Level B jobs in the Northeast fell by 40%, even though total vacancies in that region increased due to higher demand for lower-skill C and D jobs. This change in the mix of vacant jobs caused the average offered wage in the Northeast to decline to \$25.90 (still the highest of any region in BC, but only 8% above the provincial average).

AVERAGE OFFERED WAGE

Q2 2021 (Apr to Jun)



Northern BC has the highest offered wages of any rural region in the province, followed by Vancouver Island/Coast. This is a major change

for the Island/Coast as it had the 2nd lowest offered wages as recently as 2015.

What’s going on with labour supply?

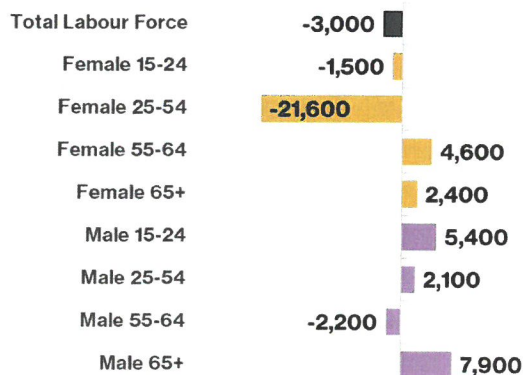
To get a snapshot of labour supply and how it is responding to the sharp increase in employer demand, we need to turn back to the Labour Force Survey. The latest data from this survey and the job vacancy data are for different timeframes and the exact boundaries of Rural BC are not the same, but there are still general conclusions we can draw about changes in labour supply.

The discussion that follows will focus on changes from the pre-pandemic summer of 2019 to the summer of 2021. While job vacancy data for the summer is not yet available, anecdotal evidence strongly suggests that the number of job vacancies continued to increase.

First is a summary of changes in the size of the labour force in total and by various demographic sub-groups. The labour force includes those who are employed and who are actively seeking employment.

CHANGE IN LABOUR FORCE

Q3 2021 (Jul to Sep) compared to Q3 2019



This chart shows that despite a huge increase in job demand, and significantly higher wage offers,

the total supply of potential workers in Rural BC is less now than it was two years ago.

The breakdown of labour force changes by age shows that females of prime working age (25 to 54) are the largest source of the decline, with 21,600 fewer labour force participants. Due to the limited sample size of the Labour Force Survey, these individual demographic results should be interpreted with caution. But regardless of the exact number, it appears clear that a loss of prime working age females is a clear impediment to filling the many job vacancies in Rural BC.

Population, or participation?

This question refers to the two components that determine the size of the labour force. First is the total population for a given demographic group. If total population falls, total labour force is likely to fall as well.

The second factor is the percentage of the population that chooses to participate in the labour force. This is called the labour force participation rate. Even if the population is constant, the size of the labour force can change if more (or fewer) people choose to participate. In general, strong economic conditions cause participation rates to climb because there is greater demand for workers and growing wages, but participation can also be affected by age, desire to return to school, the need to care for family members, or changing working conditions (such as a global pandemic).

The influence of population change and participation rate change can be calculated for each demographic group in Rural BC, but the results for such finely sliced data are not reliable enough to report in detail. As a general observation, it appears that:

- Demographics are a much more significant factor in limiting labour force growth. While the Labour Force Survey is not well suited to this type of detailed analysis, it appears that population growth has been strong in Rural BC in the last two years, but concentrated heavily among older age groups that are less likely to participate in the labour force.

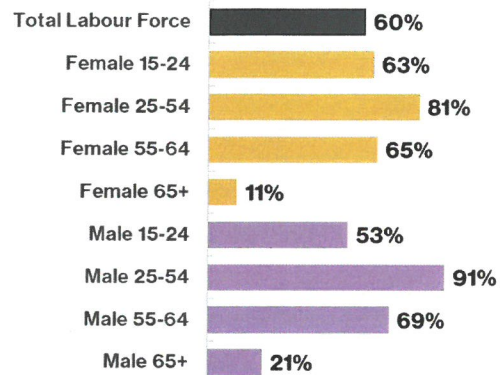
This contradicts the significant anecdotal evidence that younger, working-age adults are migrating to smaller communities in greater numbers. Whether this trend is over-blown, or perhaps under-estimated, will be a keen focus of study when the latest Census data is released throughout 2022.

- While changing participation rates are not as important as demographics, they are still a factor that appears to be limiting the supply of workers in the 25 to 54 age range, both women and men. Participation rates for these demographic groups have declined to 3-4 percentage points in the last two years.

This is the point where one can speculate about the reasons for declining labour force participation in the prime working years. Theories range from the lingering effects of generous government support programs like CERB, to a pandemic-inspired re-evaluation of work preferences and a move away from lower-paid jobs with high public contact (what is referred to in the US as the “Great Resignation”), to a loss of opportunity in the most desirable jobs (such as highly paid resource sector jobs that we know have declined in the last two years).

LABOUR FORCE PARTICIPATION RATES, RURAL BC

Q3 2021 (Jul to Sep)



The general shape of labour force participation rates in Rural BC are consistent with other regions, but one emerging change in the last few years is the growing discrepancy between females and males in the 15 to 24 age range. Historically, participation rates were virtually the same at this age before male rates became permanently higher starting in the late 20s.

The noticeably lower participation of young men in recent years is another topic worth further study. Are young men not acquiring the skills needed for today’s jobs? Are traditionally male-dominated occupations and industries suffering more long-term decline (the answer is almost certainly yes). Are their deeper social changes at work, where some young men decide that living with their parents and taking advantage of cheap rent is better than independence? All topics too broad for this report.

APPENDIX: VACANT OCCUPATIONS

Rural Region	Occupation (Skill Level)	Vacancies
Northeast	Transport & heavy equipment operators (C)	485
	Service support & related (D)	265
	Maintenance & equipment operation trades (B)	120
North Coast & Nechako	Service support & related (D)	245
	Sales support (D)	210
	Transport & heavy equipment operators (C)	135
Cariboo	Service support & related (D)	650
	Service reps & other customer & personal services (C)	300
	Sales reps & salespersons in wholesale & retail (C)	190
Kootenay	Service support & related (D)	615
	Harvesting, landscaping & natural resource labourers (D)	240
	Industrial, electrical & construction trades (B)	220
Thompson-Okanagan	Service support & related (D)	3,455
	Service reps & other customer & personal services (C)	1,545
	Sales reps & salespersons in wholesale & retail (C)	1,165
Vancouver Island/Coast	Service support & related (D)	1,970
	Service reps & other customer & personal services (C)	1,825
	Support assistants in health services (C)	1,570

The table above shows the three occupations with the most vacancies in each rural region as of Q2 of 2021. There is significant overlap across the regions with a preponderance of sales and service jobs, as well as transport and heavy equipment operators.

CREDITS

This bulletin was prepared 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.



Western Economic
Diversification Canada

Diversification de l'économie
de l'Ouest Canada

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: December 15, 2021
Subject: Council Strategic Plan Scorecard 2021

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

In January 2020, Council adopted Strategic Plan 2020-22 (“the Plan”). As described in the document, the Plan:

provides direction so that the resources are spent on the right objectives at the right time. A strategic plan also creates efficiency and effectiveness by providing clarity and alignment on decision-making and resource allocation throughout the entire municipal corporation.

The Plan identified strategic priorities and classified them as Critical, Important, or Desirable. The classifications are defined as follows:

CRITICAL priorities are essential objectives for which it is not possible to change the timeline – meaning that resources may need to be drawn from other objectives in order to complete the task.

IMPORTANT priorities are also objectives that provide significant positive value, but it is acceptable to extend the timeline in order to keep the resource costs fixed.

DESIRABLE priorities also provide positive value, but it is acceptable for both resources and timeline to be adjusted to balance the demands of higher priorities.

The Plan was updated in February 2021 following Council’s consideration of its 2020 progress and new priorities identified at its January 2021 strategic planning session.

Below is a scorecard showing progress related to the Plan’s 2021 objectives, as well as any 2022 objectives that were accomplished ahead of schedule. As the scorecard expresses, progress was made on many 2021 priorities; however, certain priorities were delayed due external conditions (such as a third party’s own planning needs), external events (such as

allocating resources to emergency response or deferring objectives due to public health considerations), and internal capacity constraints.

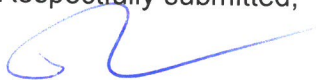
COMMITMENT	PRIORITY	RESPONSIBILITY	PROGRESS
STRATEGIC PRIORITY #1 - CITIZEN ENGAGEMENT			
Host a "Coffee with Mayor & Council" event	Desirable	Council	Deferred – evaluate at 2022 strategic planning
Increase recognition of community volunteers	Desirable	Council	In Progress – recognized 3 community volunteers with civic appreciation or lifetime civic merit awards
Investigate whether a community branding and marketing initiative is right for the community and report back with an assessment	Important	Staff	Deferred – evaluate at 2022 strategic planning
Retain an events coordinator to manage, coordinate, and expand local events in order to increase the quantity of events, volunteer participation, and event attendance	Important	Staff	Deferred – evaluate at 2022 strategic planning
Enhance community entrance signs.	Desirable	Staff	Completed ahead of schedule (2022 objective)
STRATEGIC PRIORITY #2 - HEALTH AND WELL-BEING			
Provide on-going support to the Inter-Agency group to advance Enderby as a healthy, inclusive community	Desirable	Council	Ongoing - delivery model has evolved

COMMITMENT	PRIORITY	RESPONSIBILITY	PROGRESS
Celebrate the Community Better Challenge award in our community and increase media coverage of this accomplishment	Important	Council	In progress - several initiatives have been completed and celebrated, including Tuey Park swing set, completion of spray park, and kids' lifejacket kiosks
Meet with new RCMP Staff Sergeant to encourage a proactive approach to public safety	Important	Council	Completed
STRATEGIC PRIORITY #3 - ECONOMIC PROSPERITY			
Support coordination of the Highway 97A and rail-trail planning processes at the technical and policy levels to ensure positive outcomes for Enderby	Critical	Staff/Council	Delayed - progress constrained by delays in third party planning processes
Complete a strategic plan for the Riverside RV Park	Important	Staff	Complete
Create an "opportunity brief" to assist local businesses and property owners to position themselves to realize prosperity from Highway 97A and rail-trail corridor developments, which will increase business attraction, retention, and expansion	Important	Staff	Delayed - see the first objective under Strategic Priority #3
Develop an engagement plan for downtown businesses to ensure that Enderby presents a welcoming and aesthetically pleasing business core	Important	Staff	Deferred – staff to advance an implementation concept as part of 2022 strategic planning

COMMITMENT	PRIORITY	RESPONSIBILITY	PROGRESS
Encourage murals on appropriate public infrastructure and light up the feature tree on Cliff Avenue	Important	Staff	Complete
STRATEGIC PRIORITY #4 - ATTAINABLE AND AFFORDABLE HOUSING			
Undertake a council workshop to review available social supports to determine the types of housing best suited to the community and capable of providing the best outcomes for occupants	Important	Staff	Referred to Local Housing Strategy Workshop scheduled for Spring 2022
STRATEGIC PRIORITY #5 - WELL-MANAGED INFRASTRUCTURE			
Continue to invest in asset management annually	Critical	Council	Complete
Create a grant-ready expansion and upgrade plan for the Water Treatment Plant	Important	Staff	In progress
Develop a grant-ready plan for improving community fire flows	Important	Staff	In progress
Develop a grant-ready plan for improving drainage in the northern catchment basin	Important	Staff	In progress
Explore implementing a road cross-section design for high-profile collector roads and review asset management implications	Important	Staff	In progress - potential cross-section has been piloted on Hubert and Knight Avenue; infrastructure portfolio meeting in Spring 2022 to evaluate cross-section and its application

In accordance with the process described in the Plan, every January, Council will meet for a strategic planning session to ensure that the Plan continues to meet the evolving and emerging priorities of Council and the broad community. This meeting will aid staff in developing a budget that adequately resources for Council's priorities.

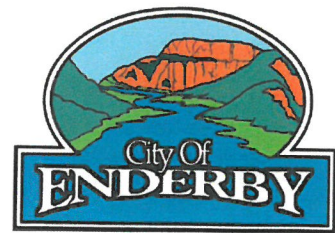
Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

CITY OF ENDERBY STRATEGIC PLAN 2020-22

UPDATE 2021



ABOUT THIS STRATEGIC PLAN

As municipal services are funded largely through taxes, a strategic plan provides direction so that the resources are spent on the right objectives at the right time. A strategic plan also creates efficiency and effectiveness by providing clarity and alignment on decision-making and resource allocation throughout the entire municipal corporation.

A strategic plan is a group of prioritized objectives flowing from the strategic priorities set by Council. In turn, the strategic priorities are informed by the corporate values, mission, and vision, which are also determined by Council.

In this plan, Council priorities are classified as **CRITICAL**, **IMPORTANT**, or **DESIRABLE**.

- **CRITICAL** priorities are essential objectives for which it is not possible to change the timeline – meaning that resources may need to be drawn from other objectives in order to complete the task.
- **IMPORTANT** priorities are also objectives that provide significant positive value, but it is acceptable to extend the timeline in order to keep the resource costs fixed.
- **DESIRABLE** priorities also provide positive value, but it is acceptable for both resources and timeline to be adjusted to balance the demands of higher priorities.

A strategic plan shows one important part of the total activities of the City. There are many objectives not included in this plan as they are already in progress. There are also ongoing operational commitments that are not described in this plan.

A strategic plan is a commitment by Council on behalf of the municipal corporation of the City of Enderby. It is a commitment to the taxpayer, to the public, and, most importantly, to the future of Enderby.

CITY OF ENDERBY

STRATEGIC PLAN 2020-22

VALUES

Our values are:

1. Integrity
2. Respect
3. Accountability
4. Leadership and Collaboration

MISSION

Our mission is to deliver high quality and affordable services to enhance a healthy and sustainable, inclusive community for today and tomorrow.

VISION

Our vision is to be a local government that delivers affordable and sustainable services while considering social, economic, and environmental values.

STRATEGIC PRIORITIES

Our commitments are:

1. Promoting CITIZEN ENGAGEMENT to increase community pride, ownership, and participation.
2. Fostering HEALTH AND WELL-BEING to create a happy, safe, and resilient community.
3. Creating an environment that enhances ECONOMIC PROSPERITY for residents and businesses.
4. Supporting ATTAINABLE AND AFFORDABLE HOUSING that complements our community and supports the aspirations of those who live here.
5. Providing WELL-MANAGED INFRASTRUCTURE that supports the needs of our community in a fiscally responsible way.

STRATEGIC PRIORITY #1 - CITIZEN ENGAGEMENT

WE ARE COMMITTED TO PROMOTING **CITIZEN ENGAGEMENT** TO INCREASE COMMUNITY PRIDE, OWNERSHIP, AND PARTICIPATION.

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	RESPONSIBILITY
Host a "Coffee with Mayor & Council" event.	Desirable	2021	Council
Increase recognition of community volunteers.	Desirable	2021	Council
Investigate whether a community branding and marketing initiative is right for the community and report back with an assessment.	Important	2021	Staff
Retain an events coordinator to manage, coordinate, and expand local events in order to increase the quantity of events, volunteer participation, and event attendance.	Important	2021	Staff
Assess opportunities to implement a volunteer engagement and coordination program that will increase the annual volunteer hours contributed to the community.	Desirable	2022	Staff
Create a grant-ready design for a band stand.	Desirable	2022	Staff
Enhance community entrance signs.	Desirable	2022	Staff
Host a citizen and community group recognition event.	Desirable	2022	Council

STRATEGIC PRIORITY #2 - HEALTH AND WELL-BEING

WE ARE COMMITTED TO FOSTERING **HEALTH AND WELL-BEING** TO CREATE A HAPPY, SAFE, AND RESILIENT COMMUNITY.

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	RESPONSIBILITY
Provide on-going support to the Inter-Agency group to advance Enderby as a healthy, inclusive community.	Desirable	2021	Council
Celebrate the Community Better Challenge award in our community and increase media coverage of this accomplishment.	Important	2021	Council
Meet with new RCMP Staff Sergeant to encourage a proactive approach to public safety.	Important	2021	Council

STRATEGIC PRIORITY #3 - ECONOMIC PROSPERITY

WE ARE COMMITTED TO CREATING AN ENVIRONMENT THAT ENHANCES
ECONOMIC PROSPERITY FOR RESIDENTS AND BUSINESSES.

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	RESPONSIBILITY
Support coordination of the Highway 97A and rail-trail planning processes at the technical and policy levels to ensure positive outcomes for Enderby.	Critical	2021	Staff/Council
Complete a strategic plan for the Riverside RV Park.	Important	2021	Staff
Create an "opportunity brief" to assist local businesses and property owners to position themselves to realize prosperity from Highway 97A and rail-trail corridor developments, which will increase business attraction, retention, and expansion.	Important	2021	Staff
Develop an engagement plan for downtown businesses to ensure that Enderby presents a welcoming and aesthetically pleasing business core.	Important	2021	Staff
Encourage murals on appropriate public infrastructure and light up the feature tree on Cliff Avenue.	Important	2021	Staff
Develop a community greening assessment and plan for the City that increases the number of trees in the community.	Desirable	2022	Staff
Establish a development corporation with high board engagement to increase non-tax revenues.	Important	2022	Staff
Meet with the Minister responsible to discuss community forest opportunities prior to the next apportionment decision.	Important	2022	Council

STRATEGIC PRIORITY #4 - ATTAINABLE AND AFFORDABLE HOUSING

WE ARE COMMITTED TO SUPPORTING **ATTAINABLE AND AFFORDABLE HOUSING** THAT COMPLEMENTS OUR COMMUNITY AND SUPPORTS THE ASPIRATIONS OF THOSE WHO LIVE HERE.

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	RESPONSIBILITY
Undertake a council workshop to review available social supports to determine the types of housing best suited to the community and capable of providing the best outcomes for occupants.	Important	2021	Staff
Develop a program to market and promote the City's inclusive zoning initiatives supporting a broad range of housing opportunities.	Desirable	2022	Staff

STRATEGIC PRIORITY #5 - WELL-MANAGED INFRASTRUCTURE

WE ARE COMMITTED TO PROVIDING **WELL-MANAGED INFRASTRUCTURE** THAT SUPPORTS THE NEEDS OF OUR COMMUNITY IN A FISCALLY RESPONSIBLE WAY.

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	RESPONSIBILITY
Continue to invest in asset management annually.	Critical	2021	Council
Create a grant-ready expansion and upgrade plan for the Water Treatment Plant.	Important	2021	Staff
Develop a grant-ready plan for improving community fire flows.	Important	2021	Staff
Develop a grant-ready plan for improving drainage in the northern catchment basin.	Important	2021	Staff
Explore implementing a road cross-section design for high-profile collector roads and review asset management implications	Important	2021	Staff
Create a grant-ready expansion and upgrade plan for the Wastewater Treatment Plant.	Important	2022	Staff

EVALUATING THE PLAN

WE ARE COMMITTED TO MEASURING OUR PROGRESS AND DEMONSTRATING OUR COMMITMENT TO CREATING POSITIVE OUTCOMES FOR OUR COMMUNITY.

By making the objectives of this strategic plan measurable, we make a commitment to our community to show how our initiatives produce results.

Every December, a Scorecard will be prepared that reports the progress and outcomes of this strategic plan. The Scorecard will be presented on a public Council agenda.

REVIEWING AND AMENDING THE PLAN

WE ARE COMMITTED TO THIS STRATEGIC PLAN BUT WE WILL BE FLEXIBLE WHEN EMERGING ISSUES OR EXTRAORDINARY OPPORTUNITIES ARISE THAT ADVANCE THE VISION.

Every January, this strategic plan will be reviewed to ensure that it continues to meet the evolving and emerging priorities of Council and the broad community.

If an Emergency Issue or Extraordinary Opportunity arises in the meantime, an elected official must provide a notice of motion on a Council agenda describing the proposed objective and requesting that staff prepare a report analyzing the commitments and the impact to existing objectives. After considering the report, Council may vote to amend its strategic plan.

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: December 7, 2021
Subject: Appointments to the Okanagan Regional Library Board for 2022

RECOMMENDATION

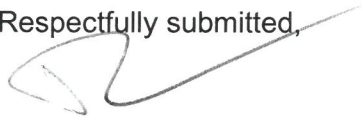
THAT Council appoints a Library Trustee and Alternate Trustee to serve on the Okanagan Regional Library Board for 2022.

BACKGROUND

Annually, Council must appoint a Library Trustee and Alternate Trustee to represent the City of Enderby at the Okanagan Regional Library Board pursuant to Section 16 of the *Library Act*. Attached to this memorandum is a letter from the Okanagan Regional Library detailing the nature of the commitment, as well as the relevant excerpt from the *Library Act*.

Councillors Baird and Schreiner served, respectively, as Library Trustee and Alternate Trustee to the board for 2021.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

Tate Bengtson

From: Greg McCune <gregmccune@telus.net>
Sent: Monday, December 6, 2021 3:48 PM
To: Tate Bengtson
Subject: Fwd: 2022 Appointments to the Okanagan Regional Library Board
Attachments: Board Appointment Documents-Mayor-2022.pdf

----- Forwarded message -----

From: Leah Samson <lsamson@orl.bc.ca>
Date: Thu, Dec 2, 2021 at 3:52 PM
Subject: 2022 Appointments to the Okanagan Regional Library Board
To:

Good afternoon,

Annual appointments to the Okanagan Regional Library Board are made according to the BC Library Act (attached). There are four regular meetings required each year and such other meetings as the Board may decide. Meetings are generally held on the third Wednesday in February, May, September, and November, except in years when municipal elections are held. For 2022, the meetings will be held in February, May, August, and October (Meeting Schedule attached).

Meetings typically start at 9:30 AM and are held at Library headquarters at 1430 K.L.O. Road, Kelowna. During the pandemic, meetings are being held virtually via Microsoft Teams.

Please complete and return the following forms to lsamson@orl.bc.ca

1. Letter of Appointment (attached)
2. Name the Library Trustee and the Alternate you wish to appoint to represent your municipality.
- 3.
4. Trustee Contact Information and Alternate Trustee Contact Information (attached)
5. Have both the appointed trustee and the alternate complete one form each.

If there are no changes to the appointments from 2021, simply let us know - no forms are needed.

Thank you,

Leah Samson



**LETTER OF LIBRARY BOARD APPOINTMENT
Municipality**

This is to confirm that:

has been appointed to the Okanagan Regional Library Board for 2022
to represent the Municipality of:

And further, that:

has been named as Alternate to the Library Board.

By Resolution dated: _____

Mayor



Trustee Contact Information

Name of Municipality or Regional District: _____

Name of Elected Board Trustee for 2022: _____

This appointment will continue until a successor is appointed as provided under Section 18(3) of the Library Act unless the member is removed for cause as provided under Section 18(4) of the Library Act.

Trustee Civic Address: _____

City, Postal Code: _____

1. Agenda / Meeting Materials Distribution

Please indicate how you wish to receive copies of your Board and/or Committee Agenda

Electronic Agenda _____ Electronic AND Paper Agenda at the meeting _____

2. Email Address

Please provide an email address which will be used to provide you with basic information, agenda notification, meeting changes etc.

Primary: _____

Other: _____

3. Phone / Fax

Primary: _____

Work: _____

Other: _____

Fax: _____

4. Birthdate

This is required by Canada Revenue Agency regarding the ORL's charitable return

Month: _____ Day: _____ Year: _____

5. Catering: do you have any dietary concerns? _____

6. Any other information: _____

Signature: _____

Date: _____

Name of Municipality or Regional District: _____

Name of Elected **Alternate** Trustee for 2022: _____

This appointment will continue until a successor is appointed as provided under Section 18(3) of the Library Act unless the member is removed for cause as provided under Section 18(4) of the Library Act.

Alternate's Civic Address: _____

City, Postal Code: _____

1. Agenda / Meeting Materials Distribution

Please indicate how you wish to receive copies of your Board and/or Committee Agenda

Electronic Agenda _____ Electronic AND Paper Agenda at the meeting _____

2. Email Address

Please provide an email address which will be used to provide you with basic information, agenda notification, meeting changes etc.

Primary: _____

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Primary: _____

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Other: _____

Fax: _____

4. Birthdate

This is required by Canada Revenue Agency regarding the ORL's charitable return

Month: _____ Day: _____ Year: _____

5. Catering: do you have any dietary concerns? _____

6. Any other information: _____

Signature: _____

Date: _____

**OKANAGAN REGIONAL LIBRARY BOARD
MEETING SCHEDULE
YEAR 2022**

In-Camera Meetings begin at 9:30 AM (subject to change)
Regular Meetings begin immediately following adjournment of the In-Camera Meeting,
generally, at 10:00 AM (subject to change)

Meetings are held virtually
or in the Library Administration Building Boardroom at 1430 KLO Road, Kelowna, BC

Wednesday February 16	Regular Meeting
Wednesday May 18	Regular Meeting
Wednesday August 31	Regular Meeting
Wednesday October 5	Regular Meeting

Dates of Interest to Library Board Trustees:

BC Library Association Annual Conference
April 20 - 22, 2022 (Richmond, Sheraton Vancouver Airport Hotel)

SILGA AGM and Convention
April 26 - 29, 2022 (Salmon Arm)

UBCM Convention
September 12 - 16, 2022 (Whistler)

Note:

BC General Local Elections are the third Saturday in October every four years. The next General Local Election is Saturday, October 15, 2022.

LIBRARY ACT, Part 3 – Regional Library Districts

How the library board is appointed

- 16** (1) The library board is to consist of a representative of each municipality and regional district that is a party to the agreement to establish the regional library district.
- (2) A municipal council must, by resolution,
- (a) appoint one of its members to be a member of the library board, and
 - (b) appoint another of its members as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (3) If there is more than one electoral participating area in the regional library district, the regional district board must, by resolution,
- (a) appoint from among the directors of the electoral participating areas a member of the library board, and
 - (b) appoint another of the directors of the electoral participating areas as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (4) If there is only one electoral participating area in a region library district,
- (a) the director of the electoral participating area is a member of the library board, and
 - (b) the alternate director of the electoral participating area is the alternate member on the library board if the director of the electoral participating area is absent or unable to act.

When members are appointed

- 17** (2) All subsequent regular appointments must be made each December at the first meeting of the municipal council or regional district board.
- (4) If an appointment is not made at the time specified in this section, the appointment must be made as soon as convenient.

Term of Office

- 18** (1) A member of the library board holds office for a term of one year, or for the remainder of the year for which the appointment is made.
- (2) A member is eligible for reappointment, but no member may serve for more than 8 consecutive years.”
- (3) The term of office of a member continues until a successor is appointed unless the member is removed for cause.

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: December 15, 2021
Subject: Appointment of Jennifer Miles as Deputy Approving Officer

RECOMMENDATION

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

BACKGROUND

The City of Enderby contracts with the Regional District of North Okanagan (RDNO) for subdivision approvals. Currently, Greg Routley is appointed as the City's Approving Officer with Mark Tanner having been appointed as the Deputy Approving Officer. The RDNO has advised that Mr. Tanner has moved on to a new opportunity and are recommending that Jennifer Miles be appointed as Deputy Approving Officer for the City; this appointment will allow Ms. Miles to process subdivision applications in Mr. Routley's absence. Ms. Miles is a Registered Professional Planner who has been employed as a Planner with the Regional District for a number of years.

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

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

INDEMNITY AGREEMENT

WHEREAS

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

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

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

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

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

THE CITY OF ENDERBY

Corporate Officer

Mayor

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: December 16, 2021
Subject: Request for Temporary Signs Along Rail-Trail Corridor

RECOMMENDATION

THAT Council defers enforcing the provisions of the Zoning Bylaw related to prohibiting temporary signs, for the placement of two temporary 4' x 8' billboard signs along the former CP Rail corridor, subject to the following conditions:

1. The deferral of enforcement would only apply until the earlier of a 6-month period or the Zoning Amendment Bylaw introducing temporary sign regulations being adopted;
2. The deferral of enforcement only applies to the temporary signs as shown in the attached letter;
3. The temporary signs must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;
4. The temporary signs shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.), be maintained in good repair, and not create a hazard due to construction or impeding sightlines; and
5. Should any of the aforementioned conditions be contravened, the City may require the removal of the temporary signs at its sole and unfettered discretion.

BACKGROUND

The City has received a request from the Shuswap North Okanagan Rail Trail technical operational committee to install two temporary signs along the former CP Rail corridor at the following locations:

1. Adjacent to Evergreen Street facing west towards Highway 97A; and
2. Across from Belvidere Park either a) facing north to Cliff Avenue, or b) facing east to Railway Street.

The design of the temporary signs is outlined in the attached letter. The intent of the temporary signs is to inform the public of the Rail Trail project as it develops in 2022.

Council previously gave Staff direction to incorporate new provisions into the City of Enderby Zoning Bylaw to permit and regulate the use of temporary signs. A bylaw is in preparation and will be advanced to Council in early 2022 for consideration. Given that the placement of temporary signs is not permitted under the current sign provisions of the Zoning Bylaw, and the Bylaw in preparation has yet to be considered by Council, the Shuswap North Okanagan Rail Trail technical operational committee is requesting that Council defer enforcing this provision of the Bylaw for their proposed temporary signs.

It is recommended that Council defers enforcing the provisions of the Zoning Bylaw related to prohibiting temporary signs, for the placement of two temporary 4' x 8' billboard signs along the former CP Rail corridor, subject to the following conditions:

1. The deferral of enforcement would only apply until the earlier of a 6-month period or the Zoning Amendment Bylaw introducing temporary sign regulations being adopted;
2. The deferral of enforcement only applies to the temporary signs as shown in the attached letter;
3. The temporary signs must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;
4. The temporary signs shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.), be maintained in good repair, and not create a hazard due to construction or impeding sightlines; and
5. Should any of the aforementioned conditions be contravened, the City may require the removal of the temporary signs at its sole and unfettered discretion.

As described above, the deferred enforcement period is the earlier of a 6-month period or the Zoning Amendment Bylaw introducing temporary sign regulations being adopted. At the end of this deferred enforcement period, the Shuswap North Okanagan Rail Trail technical operational committee would be obligated to apply for a Sign Permit and ensure that the signs are in compliance with the City's Zoning Bylaw regulations; if compliance with Zoning regulations is not possible, then the signs would need to be removed or a temporary use permit could be sought. The Shuswap North Okanagan Rail Trail technical operational committee was made aware of this expectation prior to submitting their request, and understands and accepts that there is a degree of uncertainty, and thus risk, should the relevant Zoning Bylaw provisions either not be adopted or be adopted with amendments that impact compliance; however, it is the preference of the committee to expedite the placement of the signs rather than wait for the Zoning Bylaw to be amended.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

December 15, 2021

To the City of Enderby Mayor and Council,

The Shuswap North Okanagan Rail Trail technical operational committee through direction from the Governance Advisory Committee have asked the Shuswap Trail Alliance to install 4' x 8' billboard signs at six locations along the rail corridor between Sicamous and Armstrong to inform the public of the project as it develops in 2022. The recommendation comes in part with encouragement from the community fundraising committee to help support the ongoing capital campaign.

We understand, however, that these signs would require an exemption under the City of Enderby's temporary sign bylaw and request the consideration of Mayor and Council to permit installment.

The two sign locations proposed within the City of Enderby are:

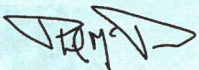
1. adjacent to Evergreen St next to the rail bed facing west toward Sutherlands Bakery,
2. across from Belvidere Park either a) facing north to Cliff Ave, or b) facing east to Railway St.

They are 4'x8' alupanel signs supported on two 4x4 wooden posts, will be installed within the Rail Corridor property, and well back from the road ROWs. (See location map, location images, and sign proof attached.)

We would recommend finalizing location and position with City of Enderby staff prior to installment. A review by the Rail Trail archaeology team is also being conducted, and the BC1Call call-before-you-dig notifications will be made.

We appreciate your consideration of this request.

Sincerely yours,



Phil McIntyre-Paul
For the Shuswap North Okanagan Rail Trail
Technical Operational Committee
Phone: 250-804-1964/Email: phil@shuswaptrails.com

WORKING IN PARTNERSHIP WITH



shuswapnorthokanaganrailtrail.ca   

The Rail Trail between Sicamous and Armstrong is in the Splatstín unceded territory of the Secwépmc Nation.

Location Maps:



WORKING IN PARTNERSHIP WITH



shuswapnorthokanaganrailtrail.ca f t i

The Rail Trail between Sicamous and Armstrong is in the Spltasin unceded territory of the Secwépemc Nation.

Sign Proof

FUTURE SITE OF THE

SHUSWAP NORTH OKANAGAN Rail Trail

(SICAMOUS TO ARMSTRONG)

The Sicamous-to-Armstrong Rail Trail is in the ancestral and unceded Spltasin territory of the Secwépemc People.

waytkp

hello to many

WORKING IN PARTNERSHIP



PROVINCE OF BRITISH COLUMBIA | SHUSWAP COMMUNITY DEVELOPMENT | SHUSWAP AREA C.A. E.P. | SHUSWAP AREA B.F. | SHUSWAP AREA C. | CITY OF ARMSTRONG | CITY OF SHUSWAP | TOWN OF LEECH | CITY OF SIKAMOUS | SHUSWAP AREA A. | REGIONAL DISTRICT NORTH OKANAGAN | REGIONAL DISTRICT OF SHUSWAP



Your metres matter!

BUY METRES @ shuswapnorthokanaganrailtrail.ca



Thank you to our generous donors and funding partners.







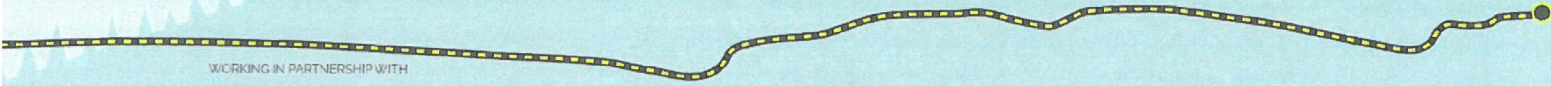




Proposed Railway St & Cliff Ave location



Proposed Evergreen St location



WORKING IN PARTNERSHIP WITH





shuswapnorthokanaganrailtrail.ca




The Rail Trail between Sicamous and Armstrong is in the Spltasin unceded territory of the Secwépemc Nation.