

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: February 7, 2022
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 January 17, 2022 Page 3

3. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

3.1. Committee-of-the-Whole

4. BYLAWS

4.1 City of Enderby Municipal Employees Financial Disclosure Designation Bylaw No. 1736, 2022 (Adoption) Page 8
Designation for Municipal Employees for the Financial Disclosure Act

4.2 City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1737, 2022 and City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 Amendment Bylaw No. 1738, 2022 (Three Readings) Page 10
Update to Development Application Fees
Memo prepared by Planner and Deputy Corporate Officer dated February 1, 2022

5. REPORTS

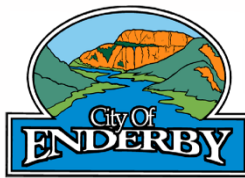
5.1 Mayor and Council Reports Verbal

5.2 Area F Director Report Verbal

5.3 Chief Administrative Officer Report Verbal

5.4 RDNO Building Permit Report – January 2022 Page 29

5.5	<u>Vernon North Okanagan Detachment: 4th Quarter (Oct to Sept) 2021</u>	Page 30
6.	NEW BUSINESS	
6.1	<u>Disclosure of Contracts - Council</u> Memo prepared by Chief Financial Officer dated January 27, 2022	Page 53
6.2	<u>Council Technology Allowance</u> Memo prepared by Chief Financial Officer dated February 1, 2022	Page 54
7.	PUBLIC QUESTION PERIOD	
8.	CLOSED MEETING RESOLUTION <i>Closed to the public, pursuant to Section 90 (1) (c) and (k) of the Community Charter</i>	
9.	ADJOURNMENT	



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held via video conference on Monday, January 17, 2022 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

Moved by Councillor Case, seconded by Councillor Baird
“THAT the January 17, 2022 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of December 20, 2021

Moved by Councillor Shishido, seconded by Councillor Knust
“THAT the December 20, 2021 Council Meeting minutes be adopted as circulated.”

CARRIED

BYLAWS

City of Enderby Municipal Employees Financial Disclosure Designation Bylaw No. 1736, 2022

Moved by Councillor Shishido, seconded by Councillor Baird
“THAT Council gives three readings to the City of Enderby Municipal Employees Financial Disclosure Designation Bylaw No. 1736, 2022.”

CARRIED

City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1710, 2022 and City of Enderby Animal Control Bylaw No. 1735, 2022

Councillor Case asked for clarification of the removal of ‘Apartments’ as a permitted use within the General Commercial (C.1) and Highway and Tourist Commercial (C.2) zones.

Chief Administrative Officer explained that the previous wording of the Bylaw could have been misinterpreted to allow stand-alone apartments to be built within the C.2 zone, which is not the intent; the intent is only to permit apartments above or behind a permitted use. The proposed amendment only clarifies the status quo and does not add a new restriction.

Councillor Baird inquired if Bylaw complaints were the reason for updating maximum G.V.W. limits for trucks and commercial vehicles in residential zones.

The Planner and Deputy Corporate Officer responded that there were complaints taken into consideration. The previous maximum G.V.W. was very low in comparison with other municipalities.

Moved by Councillor Shishido, seconded by Councillor Schreiner

“THAT Council gives first and second readings to City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1710, 2022 and directs Staff to advance the Bylaw to a Public Hearing;

AND THAT Council gives three readings to the City of Enderby Animal Control Bylaw No. 1735, 2022;

AND THAT Council directs Staff to draft consequential amendment bylaws to the Municipal Ticketing Information (MTI) System Bylaw No. 1518, 2013, Bylaw Notice Enforcement Bylaw No. 1581, 2015, and Fees and Charges Bylaw No. 1479, 2010 for three readings to support implementation of the regulatory framework for the keeping of backyard hens and bees;

AND FURTHER THAT Council directs Staff to prepare a driveway crossing policy and permitting system for Council’s consideration.”

CARRIED

REPORTS

Area F Director

Discussed recent applications for an RDNO COVID Safe Restart grant. Among the applicants are Grindrod Recreation, the Kingfisher Interpretive Centre, Riverside Community Hall, and the Enderby & District Fire Department. The latter is a project that will be cost-shared with the City’s Safe Restart grant funds

Reported that Area F building permit statistics are showing a 60% increase in new housing starts and a 56% increase in renovations compared to this time last year.

Chief Administrative Officer

Discussed that Enderby Recreation Services has a new website that can be found at enderbyrecreation.com. Website is looking great and will continue to grow and be a benefit to recreation in Enderby.

Awaiting announcements from the Provincial Health Officer to clarify the expectations for the COVID-19 Safety Plans that all employers in BC are required to implement. An interim safety plan has been released based on WorksafeBC guidance, but it is not clear that this guidance will fulfill the requirements of the Provincial Health Officer's order.

Reported that tri-annual utility bills will be mailed out shortly.

Some topics of discussion for the upcoming Strategic Planning Meeting will be curbside organics, a management staff capacity plan, and an event coordinator contract position. A separate strategic planning with the Recreation and Tourism Portfolio is also being scheduled for next week to deal with the Riverside RV Park.

Expressed thanks to Public Works for their hard work in clearing snow from the roads this season. The system in place has proven to be efficient and cost-effective at providing a high service standard.

Reported removal of hazardous material from the arena is complete and that the arena is now open to the public in a semi-finished state allowing the use of washrooms through the remainder of ice season. Contractors will return to the arena in the spring to complete the remaining restoration work, which is more aesthetic in nature. Everything is functional.

Councillor Schreiner inquired how the snow clearing is going in respect to budget.

Chief Administrative Officer responded that the City is on track with respect to budget. The City's financial approach uses money saved on low snowfall years to off-set costs in high snowfall years so that there are not sharp variations in the budget year over year.

Councillor Knust inquired how Area F is doing for road clearing so far.

Area F Director Delisle reported snow clearing is not going well and there are reports of some back roads not being plowed for up to two weeks after snowfall. A letter is being drafted to the Province regarding road clearing concerns and public safety.

Mayor McCune inquired about "snow angel" permits.

Chief Administrative Officer reported that 5-7 people have acquired permits thus far and that the system is working well. This is a unique program to our City that the snow angels seem to appreciate.

RDNO Building Permit Report – December 2021

Moved by Councillor Baird, seconded by Councillor Knust
"THAT the RDNO Building Permit Report – December 2021 be received and filed."

CARRIED

Bylaw Enforcement Statistics for Third Period of 2021 (Sept-Dec)

Moved by Councillor Shishido, seconded by Councillor Case
"That Council receives this memorandum for information."

CARRIED

NEW BUSINESS

BC Hydro Community Regreening Program – Grant Application for Tuey Park

Moved by Councillor Case, seconded by Councillor Knust
“THAT Council authorizes Staff to submit a grant application under the BC Hydro Community Regreening Program for the planting of trees at Tuey Park.”

CARRIED

Digital Billboard Sponsorship Renewal for 2022

Moved by Councillor Shishido, seconded by Councillor Baird
“THAT Council renews the annual digital billboard sponsorships for the year 2022.”

CARRIED

Update on City of Enderby Geographic Information System (GIS) Program

Mayor McCune inquired if there is plan for a demonstration of the GIS program to Council.

Chief Administrative Officer responded that he would like to provide a demonstration in person to Council as a group when such a gathering is permissible, so that it can be interactive.

Moved by Councillor Shishido, seconded by Councillor Schreiner
“THAT Council receives this memorandum for information.”

CARRIED

Plastic Bag Bylaw

Councillor Schreiner thanked staff for their work on researching the potential plastic bag bylaw.

Mayor McCune added that he looked into sourcing paper bags for his store and that they are very difficult to source at this time.

Moved by Councillor Schreiner, seconded by Councillor Knust
“THAT Council does not proceed with implementing a plastic bag and single-use plastics bylaw at this time;

AND THAT Council directs staff to monitor forthcoming provincial and federal legislation regarding plastic waste and, should that legislation occupy regulatory areas distinct from the authority granted to municipalities, report back to Council with an analysis so that the matter may be further considered.”

CARRIED

CORRESPONDENCE AND INFORMATION ITEMS

City of Langley: Appointment of Directors to Regional District Board

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT the correspondence from the Chief Administrative Officer dated October 11, 2021 with response from Minister of Municipal Affairs dated December 20, 2021 be received and filed.”

CARRIED

PUBLIC QUESTION PERIOD

Heather Black asked if there is any party that pays to have messaging on the digital billboard.

Mayor McCune responded that no party pays.

Chief Administrative Officer clarified that the digital billboard was intended only for community organizations and events and not for private advertising. It was an outcome of the City’s Integrated Community Sustainability Planning Process.

CLOSED MEETING RESOLUTION

Moved by Councillor Knust, seconded by Councillor Baird

“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) (a) and (e) of the Community Charter.”

CARRIED

ADJOURNMENT

Moved by Councillor Shishido, seconded by Councillor Davyduke

“THAT the regular meeting of January 17, 2022 adjourn at 5:58 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1736

A BYLAW TO DESIGNATE MUNICIPAL EMPLOYEES FOR THE FINANCIAL DISCLOSURE ACT

WHEREAS Council of the City of Enderby may designate municipal employees for which written disclosure is required pursuant to the *Financial Disclosure Act*;

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 Municipal Employees Financial Disclosure Designation Bylaw No. 1736, 2022”.

DEFINITIONS

2. In this bylaw, unless the context otherwise requires:
 - (a) “Council” means the Council of the City of Enderby;
 - (b) “Disclosure Clerk” means the Corporate Officer of the City of Enderby;
 - (c) “Municipal Employee” means a person who is employed or appointed by Council, and who is designated by Council to be a Municipal Employee; and
 - (d) “Written Disclosure” means a written disclosure required to be made and filed in the manner prescribed by the *Financial Disclosure Act*.

MUNICIPAL EMPLOYEES

3. Persons holding the following positions with the City of Enderby are hereby designated to be Municipal Employees for the purposes of the *Financial Disclosure Act*.
 - (a) Chief Administrative Officer;
 - (b) Chief Financial Officer; and
 - (c) Corporate Officer.
4. Persons holding the following positions with the City of Enderby are hereby designated to be Municipal Employees for the purposes of the *Financial Disclosure Act*.
 - (a) a deputy to a Municipal Employee; and
 - (b) a person designated by Council to act in the place of a Municipal Employee.

WRITTEN DISCLOSURES

5. All Municipal Employees shall make and file a Written Disclosure with the Disclosure Clerk in accordance with the *Financial Disclosure Act*.

READ a FIRST time this 17th day of January, 2022.

READ a SECOND time this 17th day of January, 2022.

READ a THIRD time this 17th day of January, 2022.

ADOPTED this ____ day of _____, 2022.

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: February 1, 2022
Subject: Update to Development Applications Fees

RECOMMENDATION

THAT Council gives three readings to the City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1737, 2022;

AND THAT Council gives three readings to the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 Amendment Bylaw No. 1738, 2022.

ALTERNATE RECOMMENDATION

THAT Council provides alternate direction to Staff regarding its preferences for the City's development applications fees and procedures.

BACKGROUND

The delivery of planning services requires a significant amount of resources, both internal and external, which are recovered through the collection of application fees. Staff have reviewed the City's development applications fees (outlined in the attached Schedule 'A') against those from several other jurisdictions in the area and determined that the City's fees are considerably lower and should be better aligned with the service costs.

Staff are advancing a proposed update to the City's development applications fees (summarized in the attached Schedule 'B') which is intended to balance competitiveness with service cost recovery. Staff have compared the City's development applications fees against those of Armstrong, Lumby and the Regional District of North Okanagan; these jurisdictions are comparable given their proximity to Enderby, their similar scale, and the fact that all three have undergone relatively recent updates to their development applications fees (RDNO in 2018, Armstrong in 2019, and Lumby in 2021).

The recommended development applications fees considered the following contextual factors:

- The City has significant development incentives in place, including a streamlined development application process, case-managed development services, and inclusive zoning in support of a diverse housing market; and

- Demand for development within the community is high, and therefore more balanced development applications fees is not likely to deter or inhibit development within the community.

Overview of Activities Associated with Delivery of Planning Services

There are numerous activities associated with the delivery of planning services, which are prescribed by provincial legislation (i.e. *Local Government Act*) and the City of Enderby Development Application Procedures Bylaw No. 1586, 2016; the following is an overview of these activities:

1. Fielding inquiries and meeting with applicants;
2. Processing of applications;
3. Coordinating application referrals to relevant municipal departments (i.e. public works, building, fire department) and affected agencies (i.e. Ministry of Transportation and Infrastructure, Agricultural Land Commission);
4. Completing planning analysis and developing Staff Reports to accompany applications;
5. Preparing bylaws or permits;
6. Mailing notices to adjacent land owners who may be affected by development applications;
7. If Public Hearings are required for development applications:
 - a) Coordinating advertising in the newspaper (City covers advertising costs, which are recouped through application fees);
 - b) Posting Public Hearing Packages on the City's website;
 - c) Preparing Public Hearing materials (i.e. written submissions from public, PowerPoint presentation);
 - d) Holding Public Hearings; and
 - e) Developing Public Hearing Reports.
8. Fielding inquiries from adjacent land owners and the general public with respect to development applications;
9. Sending correspondence to applicants apprising them of Council's decision;
10. Verifying that the conditions of development applications have been satisfied; and
11. Registering legal instruments, permits or notices with the Land Title and Survey Authority of British Columbia, when applicable.

It should be noted that the list of activities above does not include subdivision applications, as those activities are governed by the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 and are discussed in more detail later in this memorandum.

Rezoning, Zoning Amendment, Official Community Plan Amendment and Temporary Use Permit Applications

Rezoning, zoning amendment, Official Community Plan amendment, and Temporary Use Permit applications request a change to the land use of a property. These types of applications require a significant land use planning analysis and often require the City to perform an internal analysis to review servicing impacts.

The following table compares Enderby’s fees for rezoning, zoning amendment, Official Community Plan amendment and Temporary Use applications against those of Armstrong, Lumby and RDNO.

Application Type	Enderby	Armstrong	Lumby	RDNO
Rezoning/Zoning Amendment	\$1,000	\$1,500	\$1,450	\$2,000
Official Community Plan Amendment or Change in Land Use Designation	\$1,000	\$1,500	\$1,450	\$2,200
Joint Zoning and Official Community Plan Amendment	\$1,200	\$1,800	\$2,100	\$2,600
Temporary Use Permit	\$650	N/A	N/A	\$1,300
Each Additional Public Hearing	\$350	\$1,200	\$450-\$600	\$1,300

As shown in the table above, Enderby’s fees are considerably lower than the other communities. These types of applications typically require a public hearing, for which the City must provide public notice in the form of two consecutive advertisements in the newspaper (except for Temporary Use Permits, for which the public hearing only requires one advertisement); on average, each individual advertisement costs \$425. Given the advertising costs, this leaves approximately \$150-\$350 to cover the other costs associated with processing these types of applications (i.e. sending adjacent land owner notifications, writing a Staff Report, fielding inquiries). Furthermore, should a development application require more than one public hearing, the applicant would only be required to pay the prescribed fee of \$350, which would not cover the cost of the additional advertising.

The Province has recently introduced new legislation for rezoning/zoning amendments which are consistent with an Official Community Plan. Previously, the base legislative requirement was that a public hearing was required for rezoning/zoning amendments but Council had the authority to *wave* a public hearing if the rezoning/zoning amendment was consistent with the Official Community Plan; under the new legislative framework, the base requirement is that a public hearing is not required if a rezoning/zoning amendment is consistent with the Official Community Plan, but a Council may *choose* to require one. Should a Council not choose to hold a public hearing for a rezoning/zoning amendment bylaw that is consistent with its Official Community Plan, there is still a requirement to provide public notice (advertisements in two consecutive editions of a newspaper) of first reading of the associated bylaw. Given this, Staff feel that it would be most appropriate have a base application fee which would cover the costs associated with the administrative tasks required to process the applications, and then remove the public hearing fee (as public hearings may

not always be required) and instead introduce a separate fee for public notice advertising (which will always be required, regardless of whether a public hearing is held).

Staff are recommending the following fees for rezoning, zoning amendment, Official Community Plan amendment, and Temporary Use applications, and associated public notice advertising:

Application Type	Proposed Fee
Rezoning/Zoning Amendment - Public Notice Advertising	\$900 \$900
Official Community Plan Amendment or Change in Land Use Designation - Public Notice Advertising	\$900 \$900
Joint Zoning and Official Community Plan Amendment - Public Notice Advertising	\$1,100 \$1,100
Temporary Use Permit - Public Notice Advertising	\$700 \$500

Development Variance Permit Applications

Development Variance Permit (DVP) applications involve requests to vary one or more regulations in the City’s Zoning Bylaw or Subdivision Servicing and Development Bylaw, and are the most common types of development applications that the City receives. Public hearings are not required for a DVP, which reduces the costs. DVP applications are unique in that the associated planning analysis can be relatively simple and straightforward (i.e. requests for minor reduction in setbacks) and require minimal resources to process, or they can be extremely complex and require significant Staff time and external resources (i.e. requests to waive or modify substantive servicing requirements or standards). The general practice is to structure the DVP application fee such that, on average, cost recovery is achieved.

The following table compares Enderby’s fees for DVP applications against those of Armstrong, Lumby and RDNO.

Application Type	Enderby	Armstrong	Lumby	RDNO
Development Variance Permit	\$450	\$600	\$1,000	\$1,100 for up to 2 variances \$200 for each additional variance

As shown in the table above, Enderby's fee for DVP applications is considerably lower than the comparable communities.

Staff are recommending that the Development Variance Permit application fee be increased from \$450 to \$800.

Board of Variance

As per the *Local Government Act*, any community which has enacted a Zoning Bylaw is required to establish and appoint a Board of Variance (BoV), which is an independent body appointed by Council that has the power to grant minor variances and exemptions in situations where compliance would cause a person hardship (which has a unique and narrow meaning with BoV legislation and related case law). The processing of BoV applications is governed by the *Local Government Act* and the City of Enderby Board of Variance Bylaw No. 1373, 2005.

The following table compares Enderby's fees for BoV applications against those of Armstrong, Lumby and RDNO.

Application Type	Enderby	Armstrong	Lumby	RDNO
Board of Variance	\$225	\$225	\$1,000	\$500

As shown in the table above, Enderby's fee for BoV applications is considerably lower than that of Lumby and the RDNO. Given that the tasks associated with processing a BoV application are similar to a DVP application, Staff are recommending that the BoV application fee be set to the same value recommended for DVP applications, which is \$800. This is intended to create a level playing field between the options to obtain certain kinds of variances.

Subdivision Fees

The City's subdivision application process is governed by the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 and is distinct from the applications discussed above. Although the City contracts with RDNO for the provision of subdivision approval services, City Staff play an active role in processing subdivision applications. Below is an overview of the general activities completed by City and RDNO Staff:

1. Fielding inquiries and meeting with applicants;
2. Processing of applications;
3. Coordinating application referrals to relevant municipal departments (i.e. public works, building, fire department) and affected agencies (i.e. Ministry of Transportation and Infrastructure, Agricultural Land Commission);
4. Reviewing municipal servicing needs as it relates to proposed subdivisions, which often requires engineering services;

5. Ongoing discussions between City Staff and RDNO Staff with respect to different elements of subdivision applications, including the application of municipal bylaws and provincial/federal enactments;
6. Development of Preliminary Layout Approval (or Non-Approval) Letters;
7. Review and analysis of required reports, plans, drawings, etc. (i.e. geotechnical reports, servicing plans, grading plans), which often requires engineering services;
8. Review and analysis of required legal instruments (i.e. statutory rights of way, easements, covenants, latecomer agreements);
9. Ongoing dialogue and correspondence with applicants and their technical representatives (i.e. engineers, lawyers);
10. Entering into servicing agreements for the construction of municipal works and services;
11. Calculating, obtaining and returning security for the construction of municipal works and services;
12. Inspecting the construction of municipal works and services;
13. Collecting Development Cost Charges; and
14. Registering subdivision plans and legal instruments.

The following table compares Enderby's fees for subdivision applications against those of Armstrong, Lumby and RDNO.

Application Type	Enderby	Armstrong	Lumby	RDNO
Subdivision Application	\$500	\$500	\$500	\$1,000
Fee Per Additional Lot Created	\$155	\$155	\$150	\$100
Boundary Adjustment	\$500	\$500	\$500	\$800
Inspection Fees on Subdivisions Creating 3 or More Lots	3% of the first \$500,000 2% on the second \$500,000 1% on the balance over \$1,000,000 (of the estimated costs of constructing services as approved by the City)	3% of the first \$500,000 2% on the second \$500,000 1% on the balance over \$1,000,000 (of the estimated costs of constructing utilities and roads, as	3% of the first \$500,000 (minimum \$2,500) \$15,000 + 2% on the second \$500,000 \$25,000 + 1% on the balance over \$1,000,000 (based on the estimated costs of	N/A

		approved by the City Engineer)	constructing all services as approved by the Village Superintendent)	
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Base Fees

The City’s base fees for a subdivision and boundary adjustment applications, along with its fee for each additional lot created through subdivision, are consistent with Armstrong and Lumby but lower than the RDNO. The City’s base fees are insufficient to recover an average of the costs associated with the list of activities described above. For example, for a 10-lot subdivision the City would only collect a total of \$2,050 in base fees (\$500 application plus \$155 per lot), which is very unlikely to cover the dozens of Staff and contractor hours that are involved in processing an application for a subdivision of this scale. Given this, Staff are proposing to increase the base application fees to \$1,000 for subdivision applications and \$800 for boundary adjustment applications.

Engineering Plan Resubmission Fees

When a subdivision involves the construction of municipal works and services, connecting to community infrastructure systems, or the construction of private infrastructure such as access roads or on-site drainage systems, the applicant is required to provide the City with engineering plans that are acceptable to the City; the City retains engineering services in order to review these plans and determine their acceptability. In cases where engineering plans are complex, or in cases where the City’s engineer has identified errors, omissions or concerns with an applicant’s plans that are substantial, there can be multiple re-submissions; every time an engineering analysis is re-submitted, it requires review by the City’s engineer and Staff, which comes at a cost. Given this, Staff feel that it is critical to introduce a new fee to directly cover the costs associated with reviewing re-submitted engineering plans for subdivision applications. Staff are proposing a fee where a subdivision applicant is entitled to an initial review of engineering plans, and then a single additional review upon re-submission, with any further re-submissions subject to a fee.

Inspection Fees

Inspection fees are collected for the purpose of funding the City’s inspection of municipal works and services constructed as part of a subdivision. The City’s inspection fees are consistent with Armstrong but are lower than the Village of Lumby (RDNO does not collect inspection fees as regional districts do not own or have jurisdiction with respect to roads). Based on a review of the inspection fees collected for previous subdivisions, compared against the inspection costs incurred by the City for those projects, it was determined that the City’s inspection fees are likely to achieve cost recovery on average. However, there are cases where a proposed subdivision may only involve the construction of a very limited amount of municipal works and services (i.e. low construction value resulting in low inspection fees) yet still require a significant amount of inspection resources; given this, Staff recommend introducing a \$1,000 minimum for inspections fees to avoid this situation.

Furthermore, Staff are recommending that the inspection fee structure be updated such that the fees would apply to *all* subdivisions for which municipal works and services are constructed, not just subdivisions creating three or more lots; for subdivisions creating less than three additional lots but still involving the construction of works and services, the City would still need to inspect the works and incur costs; collecting a fee in these situations will allow the City to achieve cost recovery.

Preliminary Layout Review Extension and Subdivision Application Revision Fees

When the Approving Officer issues a Preliminary Layout Review (PLR) letter (correspondence that outlines the tasks that an applicant must complete prior to receiving final subdivision approval), it is valid for one year. Should an applicant request an extension to the PLR letter, the Approving Officer and City Staff need to spend time reviewing the PLR letter against the bylaw and legislative requirements, in order to determine whether an extension is appropriate; for example, if there have been significant changes to the City’s bylaws since the PLR letter was issued, it would not be appropriate for the PLR letter to be extended and the applicant would need to reapply. Staff recommend introducing a \$200 fee to cover the costs associated with processing PLR extension requests, while also helping to avoid situations where applicants continually request extensions to improve the marketability of their property, even though they may have little to no intent of pursuing the subdivision.

When a subdivision application has been submitted and processed, and the applicant subsequently revises the application in a substantive way, it requires Staff to re-review the application and potentially the terms of the PLR (if already issued) to ensure that the required conditions reflect the revised application. Staff recommend introducing a \$200 fee to cover the time associated with considering substantive revisions to a subdivision application.

Recommended Subdivision Application Fees

Based on the analysis above, Staff are recommending that the following fees be introduced for subdivision applications:

Application Type	Proposed Fee
Subdivision - Base fee -Each Additional Lot Created	\$1,000 \$155
Boundary Adjustment	\$800
Inspection Fees	3% of the first \$500,000 (minimum \$1,000) 2% on the second \$500,000 1% on the balance over \$1,000,000 (of the estimated costs of constructing services as approved by the City Engineer)

Engineering Plan Resubmission	\$250 per sheet reviewed after the second submission
Preliminary Layout Review Extension	\$200
Subdivision Application Revision	\$200

Miscellaneous Fees

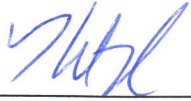
Staff are recommending that the following miscellaneous fees be introduced:

Item	Proposed Fee	Rationale
Strata Conversion of Previously Occupied Building	\$1,000	<p>Under the <i>Strata Property Act</i>, if a subdivision applicant wishes to include a previously occupied building in a strata subdivision, they must obtain the approval of Council. In considering a request to include a previously occupied building in a strata subdivision, the Act requires Council to consider the following factors:</p> <ul style="list-style-type: none"> • the priority of rental accommodation over privately owned housing in the area; • any proposals for the relocation of persons occupying a residential building; • the life expectancy of the building; • projected major increases in maintenance costs due to the condition of the building; and • any other matters that, in its opinion, are relevant. <p>Should the City receive a request for strata conversion of a previously occupied building, Staff would need to prepare an in-depth analysis for Council’s consideration, based on the factors described above. As this analysis would be significant, Staff are recommending a fee of \$1,000 be introduced to cover the costs.</p>
Lot Frontage Waiver	\$300	<p>If a lot proposed for subdivision is unable to meet the minimum lot frontage requirements of the Zoning Bylaw, the applicant may request a lot frontage waiver from Council. The lot frontage waiver process is less onerous than traditional development applications (i.e. no adjacent land owner notifications, no public hearing), although the planning analysis associated with the requests can be complex. The City has not historically collected fees for lot frontage waiver requests, which is problematic in cases where significant Staff time (and potentially engineering services) is required to evaluate the request. Staff are recommending a fee of \$300 be introduced to cover the costs associated with lot frontage waiver requests.</p>

Item	Proposed Fee	Rationale
Floodplain Exemption	\$600	<p>The City's Zoning Bylaw specifies minimum flood construction levels and setbacks for properties located within the 200-year floodplain. The City may grant exemptions from floodplain setbacks and flood construction levels provided that:</p> <ol style="list-style-type: none"> 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 safely be used for the intended use. <p>Processing floodplain exemption requests is less onerous than traditional development applications (i.e. no adjacent land owner notifications, no public hearing), although the process can still involve a significant amount of Staff resources associated with, i) coordinating with the applicant and/or their technical representatives respecting the required certification from an engineer or geoscientist, and ii) the registration of a covenant on the title of the property to indemnify and save harmless the City, which is generally a condition of all floodplain exemptions. Staff are recommending that a fee of \$600 be introduced to cover the costs associated with floodplain exemption requests.</p>
Legal Document Amendment or Discharge - No Council Resolution Required - Council Resolution Required - Public Notice Advertising	\$400 \$1,100 \$900	<p>The City enters into many different types of legal documents with property owners, including covenants, statutory rights of way, housing agreements, etc. When the City receives a request to amend or discharge a legal document to which it is a party, it requires Staff to analyze the request to determine whether doing so is in the City's interest. Such an analysis can be relatively simple and the amendment/discharge can be administered by Staff (i.e. a covenant has been exhausted and no longer needs to be registered on title) or extremely complex and require the approval of Council; in some cases, Council's consideration of a request may require the holding of a public hearing, which would require providing public notice in the form of advertisements in the newspaper. Staff are recommending the following fees to be introduced to cover the costs associated with considering legal document amendment or discharge requests:</p> <ul style="list-style-type: none"> • \$400 when a Council resolution is not required; • \$1,100 when a Council resolution is required; and • \$900 for public notice advertising, if applicable.

The proposed updates to the City's development applications fees are outlined in the attached Schedule 'B'. Staff are also advancing a corollary amendment to the Subdivision Servicing and Development Bylaw in order to provide a basis upon which several of the new fees can be introduced.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

SCHEDULE 'A' – EXISTING DEVELOPMENT APPLICATIONS FEES

Application Type	Fee (\$)
Zoning Bylaw Amendment / Rezoning * ****	1,000.00
Official Community Plan Amendment *	1,000.00
Joint Official Community Plan Amendment / Zoning Bylaw Amendment	1,200.00
Development Variance Permit	450.00
Temporary Use Permit ***	650.00
Campground Permit - First 50 Camping Spaces	100.00
- Each Additional Camping Space	2.00
Land Use Contract – Vary / Discharge (non-refundable)	750.00
Board of Variance Application (non-refundable)	225.00
Provincial Non-Medical Cannabis Retail Licence Referral Application	1,000.00
Secondary Suite Decommission Application**	25.00
Subdivision:	
Application fee for the first lot proposed to be created	500.00
Application fee for each additional parcel or strata lot proposed to be created	155.00
Inspection fee on subdivisions creating 3 or more lots:	
3% of the first \$500,000.00	
2% on the second \$500,000.00	
1% on the balance over \$1,000,000.00	
(of the estimated costs of constructing services as approved by the City)	
Additional Public Hearing	350.00

* 350.00 will be refunded if the application is rejected or withdrawn prior to advertising.

** In the event a decommissioned suite is rented without notification provided to the City, the applicable fees and charges will be charged retroactively and a 10% penalty will be applied to the property.

*** \$175.00 will be refunded if the application is rejected or withdrawn prior to advertising.

**** Application fee will be waived for Zoning Text Amendment applications that accompany a Provincial Non-Medical Cannabis Retail Licence Referral Application

SCHEDULE 'B' – OVERVIEW OF PROPOSED UPDATES TO DEVELOPMENT APPLICATIONS FEES

Application Type	Proposed Fee	Previous Fee
Rezoning/Zoning Amendment	\$900	\$1,000
- Public Notice Advertising	\$900	N/A
Official Community Plan Amendment or Change in Land Use Designation	\$900	\$1,000
- Public Notice Advertising	\$900	N/A
Joint Zoning and Official Community Plan Amendment	\$1,100	\$1,200
- Public Notice Advertising	\$1,100	N/A
Temporary Use Permit	\$700	\$650
- Public Notice Advertising	\$500	N/A
Development Variance Permit	\$800	\$450
Board of Variance	\$800	\$225
Subdivision		
- Base Fee	\$1,000	\$500
- Each Additional Lot Created	\$155	\$155
Boundary Adjustment	\$800	\$500
Inspection Fees	3% of the first \$500,000 (minimum \$1,000) 2% on the second \$500,000 1% on the balance over \$1,000,000 (of the estimated costs of constructing services as approved by the City Engineer)	3% of the first \$500,000 2% on the second \$500,000 1% on the balance over \$1,000,000 (of the estimated costs of constructing services as approved by the City)
Engineering Plan Resubmission	\$250 per sheet reviewed after the second submission	N/A
Preliminary Layout Review Extension	\$200	N/A
Subdivision Application Revision	\$200	N/A
Strata Conversion of Previously Occupied Building	\$1,000	N/A
Lot Frontage Waiver	\$300	N/A
Floodplain Exemption	\$600	N/A
Legal Document Amendment or Discharge		N/A
- No Council Resolution Required	\$400	
- Council Resolution Required	\$1,100	
- Public Notice Advertising	\$900	

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1737

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

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

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

1. This bylaw may be cited as the “The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1737, 2022”.
2. Schedule “8” of the City of Enderby Fees and Charges Bylaw No. 1479, 2010 is deleted and Schedule “8” attached to and forming part of this bylaw is substituted therefore.
3. The reference to ‘Land Use Fees’ in the Table of Contents of City of Enderby Fees and Charges Bylaw No. 1479, 2010 is hereby replaced with ‘Development Applications Fees’.

READ a FIRST time this day of , 2022.

READ a SECOND time this day of , 2022.

READ a THIRD time this day of , 2022.

ADOPTED this day of , 2022.

MAYOR

CORPORATE OFFICER

SCHEDULE 8

DEVELOPMENT APPLICATIONS FEES

Administered through the Development Applications Procedures Bylaw and Subdivision Servicing and Development Bylaw

DEVELOPMENT APPLICATIONS FEES	
Application Type	Fee
Rezoning/Zoning Bylaw Amendment	\$900
- Public Notice Advertising	\$900
Official Community Plan Amendment	\$900
- Public Notice Advertising	\$900
Joint Official Community Plan Amendment / Zoning Bylaw Amendment	\$1,100
- Public Notice Advertising	\$1,100
Temporary Use Permit	\$700
- Public Notice Advertising	\$500
Development Variance Permit	\$800
Board of Variance	\$800
Land Use Contract – Vary or Discharge	\$750
Provincial Non-Medical Cannabis Retail License Referral Application (Not collected if accompanied by a Zoning Bylaw Amendment)	\$1,000
Subdivision	
- Base Fee	\$1,000
- Each Additional Lot Created	\$155
Boundary Adjustment	\$800
Preliminary Layout Review Extension	\$200
Subdivision Application Revision	\$200
Inspection Fees	3% of the first \$500,000 (minimum \$1,000) 2% on the second \$500,000 1% on the balance over \$1,000,000 (of the estimated costs of constructing services as approved by the City Engineer)
Engineering Plan Resubmission Fees	\$250 per sheet reviewed after the second submission
Strata Conversion of Previously Occupied Building	\$1,000
Lot Frontage Waiver Request	\$300
Floodplain Exemption Request	\$600
Campground Permit	
- First 50 Camping Spaces	\$100
- Each Additional Camping Space	\$2
Legal Document Amendment or Discharge - No Council Resolution Required	\$400

<ul style="list-style-type: none"> - Council Resolution Required - Public Notice Advertising 	<p>\$1,100 \$900</p>
<p>Secondary Suite Decommission Application</p> <p>*Note: In the event a decommissioned suite is rented without notification provided to the City, the applicable fees and charges will be charged retroactively and a 10% penalty will be applied to the property.</p>	<p>\$25 *See Note</p>

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1738, 2022

A BYLAW TO AMEND THE TEXT OF THE CITY OF ENDERBY SUBDIVISION SERVICING
AND DEVELOPMENT BYLAW NO. 1278, 2000

WHEREAS the Council of the City of Enderby has adopted the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 to regulate the provision of Works and Services in connection with the Subdivision and Development of land within the City of Enderby, pursuant to the powers granted by the *Local Government Act*;

AND WHEREAS Council of the City of Enderby has determined to make an amendment to of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000;

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 Subdivision Servicing and Development Bylaw No. 1278, 2000 Amendment Bylaw No. 1738, 2022”.
2. Section 8 – FEES of City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 is hereby replaced in its entirety as follows:

8.0 – FEES

- 8.1. An applicant for subdivision approval shall submit with the application a fee in accordance with the City of Enderby Fees and Charges Bylaw. This application fee shall cover all processing and review of preliminary subdivision layout plans up to the issuance of a preliminary layout review or the equivalent thereof.
- 8.2. Following the granting of a preliminary layout review, an applicant for subdivision shall submit an engineering development review and inspection fee in accordance with the City of Enderby Fees and Charges Bylaw. The estimated cost of the works shall be approved by the City.
- 8.3. An applicant for subdivision approval shall submit a fee in accordance with the City of Enderby Fees and Charges Bylaw if they wish to make a request for the extension of a preliminary layout review, prior to its expiry, or if they wish to make a substantive revision to a subdivision application. Approval of such requests is at the discretion of the Approving Officer.
- 8.4. An applicant for development approval shall submit with the application a fee in accordance with the following:
 - i. any fee payable under the Building Bylaw of the City at the time of application; and
 - ii. prior to the issuance of a permit where a permit is required or prior to construction where no permit is required, an engineering development review and inspection fee in accordance with the City of Enderby Fees and

Charges Bylaw. The estimated costs of the works shall be approved by the City Engineer.

READ a FIRST time this day of , 2022.

READ a SECOND time this day of , 2022.

READ a THIRD time this day of , 2022.

ADOPTED this day of , 2022.

MAYOR

CORPORATE OFFICER

AGENDA

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2022 Month: 01

Folder Type	2022 / 01		2021 / 01		2022 to 01		2021 to 01		Building Value	Building Value
	Permits Issued	Res. Units Created	Permits Issued	Res. Units Created	Permits Issued	Res. Units Created	Permits Issued	Res. Units Created		
ACCESSORY BUILDING	0	0	0	0	0	0	0	0	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0	0
END - ACCESSORY BUILDING	0	0	0	0	0	0	0	0	0	0
END - COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	0	0
END - DEMOLITION	0	0	0	0	0	0	0	0	0	0
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	0	0
END - MANUFACTURED HOME	0	0	0	0	0	0	0	0	0	0
END - MODULAR HOME	0	0	0	0	0	0	0	0	0	0
END - MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0
END - PLUMBING	0	0	0	0	0	0	0	0	0	0
END - SIGN	0	0	0	0	0	0	0	0	0	0
END - SINGLE FAMILY DWELLING	2	1	1	1	0	0	0	0	672,641	325,000
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0
OLD PIMS PERMITS	0	0	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0	0	0
Report Totals	2	1	3	1	672,641	340,000	2	1	672,641	340,000

AGENDA



VERNON NORTH OKANAGAN DETACHMENT

4th Quarter (October to December) 2021

QUARTERLY POLICING REPORT

Committed to preserve the peace, uphold the law and provide quality service in partnership with our communities.

Superintendent Shawna BAHER

Officer in Charge

POLICING ACTIVITY REPORT ~ 4th Quarter 2021

The Vernon North Okanagan Detachment continues to focus on the priorities of Enhanced Public Safety, Community Connections and Road Safety. To support our plan, we have implemented various initiatives including prolific and priority offender management, increased police visibility and traffic enforcement. One method used to track our performance is to compare crime statistics with the same quarter from the previous year. Featured at the end of the report is a statistical sampling of the 15 most commonly reported Crime Codes that have the greatest impact on communities for each specific area. The statistics reflect monthly totals for October to December 2021 with comparisons from the same quarter of the previous year. This report is a synopsis of some of the recent investigations conducted by the Vernon North Okanagan Detachment and does not reflect all the tasks our police officers are working on, nor does it include information that could impact the integrity of ongoing police investigations.

COMMUNITY EVENTS



Front line officers took part in the Vernon Food Drive alongside the Coldstream Fire Department where over 1100 pounds of food was collected in just over an hour and a half.

Front line officers also attended the Enderby and District Senior Citizens Complex and served a holiday lunch. This well attended event brings in senior citizens from various local communities and is an enjoyable way for Vernon North Okanagan officers to interact with our area citizens.



VERNON/COLDSTREAM

OPERATIONS

The table below highlights the total number of calls for service with Criminal Code offences and property crime extracted for the 4th quarter as well as the cumulative number for year to date.

Category	Vernon		Coldstream		Vernon Rural	
	Q4	Total for Year	Q4	Total for Year	Q4	Total for Year
Calls for Service	5399	20958	381	1671	479	1872
Criminal Code	1578	5875	72	344	87	322
Property Offences	938	3550	52	199	53	189

The below table indicates the total charges forwarded to Vernon Crown Counsel, the total prisoners held in the Vernon cell block and the total interventions by the Vernon North Okanagan Police Dog Service. The Vernon North Okanagan Detachment continues to track files associated to the street entrenched population; “SEPTA” is an acronym for ‘Street Entrenched Policing Target Analysis’ type files.

Category	Vernon/Coldstream	
	Q4	Total for Year
Charges Forwarded	509	1816
Prisoners	321	1270
PDS Interventions	11	62
SEPTA Files	296	1081

Recognizing that calls for service encompass both calls from the public, which frontline officers are dispatched to, as well as the self-generated work completed by the officers in support of enhanced public safety initiatives, Superintendent Baher has extracted the two categories from the total calls for service. The below graph outlines the total dispatch calls and the total self-generated calls for the 4th quarter of 2021 with a comparison for the previous year for the area of Vernon/Coldstream.

Vernon / Coldstream		
4 th Quarter (October to December)		
2020	Dispatched Calls	4260
2021	Dispatched Calls	5231
2020	Self Generated Calls	709
2021	Self Generated Calls	1028

FRONT LINE POLICING

Vernon

On October 4th frontline officers attended the 2800 block of 27A Street to an assault on an 18 year old man who had been punched and struck with a pipe wrench. Investigators identified and arrested two individuals. This matter is before the courts.

On November 9th police responded to a report of a male pointing a weapon at someone near 3400 block of 27th Avenue. Police located the vehicle involved and a male and female were arrested. The weapon was recovered and charges laid against a 34 year old male and a 38 year old female. This matter is before the courts.

On November 10th front line officers responded to a robbery at a gas station in the 4400 block of 27th St. where a suspect entered the store and told the employee that he had a weapon. Police identified and arrested a 37 year old male suspect who has been charged. This matter is currently before the courts.

On November 12th a male entered a business in the 2700 block of 43rd Avenue and threatened an employee with a weapon. Police attended and were able to locate the suspect male after he committed a separate break and enter. A 39 year old male was charged with numerous offences related to these occurrences.

On November 27th police responded to a report of a male with a firearm who had robbed a business in the 4300 block of 25th Ave. Forensic Identification members attended to further examine and obtain evidence. This investigation is still under investigation.

On December 4th emergency responders along with police attended to a collision in the 3300 block of 30th Avenue where a pedestrian was struck by a motor vehicle. The 74 year old female pedestrian later passed away. This collision remains under investigation.

On December 8th front line officers responded to a report of a stolen vehicle that came into the Vernon North Okanagan area from another community. The stolen vehicle failed to stop for police and struck one of the police vehicles. Assistance from Police Dog Services was sought and a 26 year old male was located and arrested. This investigation is before the courts.

On December 8th police attended the 4200 block of 32nd Street for a report of an assault with a weapon. Police located and arrested a 36 year old male who was charged for assault with a weapon and possessing a weapon for a dangerous purpose. This investigation is currently before the courts.

On December 12th emergency responders including police attended a collision near 27th Street and 53rd Avenue. As a result of this collision an 83 year old female passed away from injuries she sustained. This collision remains under investigation.

On December 16th front line officers responded to a collision involving serious injuries in the 2500 block of 53rd Avenue. A 50 year old female was taken to hospital with serious injuries. This collision remains under investigation.

On December 18th police attended a business in the 3300 block of 30th Avenue for a report of a robbery. A suspect male stole items from the business while brandishing a weapon. This robbery remains under investigation.

On December 22nd front line officers responded to a report of a male with a knife on a bus at a transit loop at 31st Avenue and 30th Street. Police attended and arrested the 25 year old male, charging him

with possessing a weapon for a dangerous purpose, along with possession of property obtained by crime, linked to another downtown break and enter. This investigation is currently before the courts.

On December 23rd police attended a business in the 4300 block of 27th Street where a suspect male produced a weapon and demanded money from an employee. This robbery remains under investigation.

Coldstream

On October 8th emergency responders attended Highway 97 and College Way for a report of a collision involving a motorcycle and a car. As a result of the investigation the 23 year old male motorcycle operator was issued tickets under the Motor Vehicle Act.

On October 13th front line officers attended to a report of a single vehicle collision near Highway 6 and Aberdeen Road. A 54 year old female was located deceased. The BC Coroners Service also attended to investigate the collision.

On October 22nd police responded to a report of a high risk missing youth from the 6300 block of Highway 6. Police investigated and were able to safely locate the 17 year old male.

On November 9th numerous front line officers responded to a report of a male wandering around with a machete in Kalamalka Park. Police were able to locate the male and through investigation it was determined that there was no risk to public safety.

On November 15th police attended the 9800 block of Hill Drive, Coldstream, for a report of a break and enter. Through investigation it was determined that a large outbuilding had been broken into. Police identified a suspect female who was arrested and charged. This matter is before the courts.

On November 26th front line officers responded to a report of a robbery involving a weapon near Highway 6 and Park Lane. A victim reported someone entered their vehicle and tried to take it at gunpoint. Police have attempted to obtain information from the victim to further this investigation however the victim has been uncooperative and not provided any other details.

On December 9th police responded to a break and enter complaint at a residence in 7300 block of Pointe Sage Drive. Officers attended and seized items for further forensic identification examination. Police were unable to obtain further evidence to identify a suspect.

On December 17th emergency responders from the Lavington Fire Department and police responded to a vehicle fire in the 7800 block of Highway 6. A large commercial vehicle was reported to be on fire. Along with emergency responders officers from Commercial Vehicle Safety Enforcement attended.

GENERAL INVESTIGATION SECTION

The following is a synopsis of some of the recent investigations conducted by the General Investigation Section and does not reflect all the tasks the officers are working on, nor does it include information which could impact on going police investigations.

Serious Crime Unit (SCU)

The Serious Crime Unit investigates serious person victim crimes including homicide. This unit consists of a Corporal and four Constables. The Serious Crime Unit continues to conduct follow up investigation on previous files and assisted with other complex investigations during this quarter. Some of the investigations past quarter the Serious Crime Unit conducted the following:

On October 5th front line investigators were called to investigate the death of a female in the 3800 block of 33rd Street. Serious Crimes assisted with the investigation. The death was determined to be non criminal.

On October 19th police were called to a residence fire in the 3300 block of 27th Street. Serious Crime investigators assisted with the scene examination and other investigative tasks. This file remains under investigation.

On October 22nd front line officers were called to a serious assault in the 4200 block of 27th Street. Serious Crime conducted an investigation and arrested a 44 year old male who has been charged with attempted murder. This matter is before the courts.

On November 27th front line officers were called to a residence in the 2800 block of 35th Street. Serious Crime conducted an investigation and arrested a 36 year old male who has been charged with aggravated assault. This matter is before the courts.

On December 22nd a male was found badly burned near 32nd Street and 25th Avenue. Serious Crime took conduct of this investigation. Through investigation it was determined that the death was non criminal.

Special Victim Unit (SVU)

The Special Victim Unit investigates crimes relating to vulnerable victims. The SVU is comprised of a Corporal and two Constables who are responsible for high-risk investigations relating to domestic violence, sex crimes and missing persons. During this quarter the SVU has assisted front line officers with obtaining child interviews, investigating sexual offences with child victims and submitting a breach charge on a prolific domestic violence offender.

Domestic Violence Unit (DVU)

For high-risk intimate partner violence investigations, the Domestic Violence Unit provides assistance to frontline investigators, conducts file reviews as well as facilitates Integrated Case Assessment Team (ICAT) meetings to support the victim through the process. During this quarter, the DVU investigator completed nine new ICAT referrals and monitored one historical file. In addition, DVU is working on ICAT file management and monitoring and supporting victims of all open ICAT files.

Sex Crimes

During this quarter, the Sex Crimes unit received information from the BC Integrated Child Exploitation Unit (BC ICE) of five separate reports of possession of child pornography. Each investigation requires a significant amount of time to complete production orders, execute search warrants and, where the evidence supports, prepare charge packages for Crown Counsel.

Missing Persons

The Missing Person coordinator provides support and guidance to front line officers on high risk missing person investigations. The Corporal supervisor is responsible to monitor all missing person investigations daily for quality assurance and provide follow up action as necessary.

TARGETED POLICING

In an effort to continue to work closely with partner agencies and stakeholders, the Targeted Policing Unit met regularly with numerous partner agencies including Interagency, Community Outreach and Mentally Disordered Offenders.

During this reporting period Targeted Policing worked several shifts together to conduct enforcement and enhance police presence in identified problem areas, including 24 Avenue between 34 Street and 43 Street, 27 Avenue between 37 Street and 40 Street, the area around 3400 Coldstream Avenue and the downtown core. Numerous investigations were completed relating to open drug use, drug possession, driving offences and arrest warrant executions. The following are some examples of the success of this initiative:

- 20 files generated where drugs or drug paraphernalia were seized;
- 3 files generated for offences under the Motor Vehicle Act;
- 12 files generated for the execution of arrest warrants;
- Seizure of weapons such as a bow and arrow, club and mace;
- Recovery and return of a stolen bicycle.

Drug Section

During this quarter, Drug Section participated in joint enforcement with the Crime Reduction Unit and completed a lengthy investigation into a prolific drug trafficking group resulting in the execution of two search warrants and seizure of one vehicle and cash.

Crime Reduction Unit (CRU)

The Crime Reduction Unit encompasses the plainclothes investigators in Prolific Offender Unit and the uniformed officers in Downtown Enforcement Unit. CRU performs a significant role in the bi-weekly comparative statistics meeting where emerging crime trends, hot spots of criminal activity, problem premises, priority prolific offenders and social chronic offenders are identified and tasks are assigned to various units to help reduce crime.

On December 2nd the Crime Reduction Unit and Drug Section executed three warrants on residences on 24th Avenue. One of the searches resulted in the seizure of large quantities of fentanyl, cocaine and Canadian currency.

Prolific Offender

A Prolific Offender is identified as an adult or youth offender with an established pattern of persistent Criminal Code and/or Controlled Drugs and Substances Act offenders, identified by current intelligence to be criminally active and assessed by police and partner agencies as medium to high risk to re-offend. These offenders reside within our detachment area and are capable of causing a disproportionate amount of crime in the community. At the conclusion of this reporting period there are 13 Prolific Offenders identified for monitoring in the Vernon North Okanagan. Of those, five are currently in custody and eight are not in custody. Of the eight not in custody, seven reside within the City of Vernon and one relocated outside of our jurisdiction.

Downtown Enforcement

During this reporting period the Downtown Enforcement Unit (DEU) liaised with the street entrenched population, provided referral information and conducted enforcement action. During the course of their duties, DEU executed 96 warrant of arrests and recommended 21 investigations for charge approval.

Opioid Pilot Project

The Opioid Pilot Project commenced on December 8th, 2018, to improve service for people suffering from addiction issues, which often lead to their involvement in criminal behaviour. Partnered with Interior Health, Mental Health and Substance Service and the BC Centre for Disease Control, the Vernon North Okanagan RCMP offer Naloxone kits to those at risk of overdose. In addition, frontline officers provide referral to and information regarding local harm reduction services. The goal of the project is to save lives and reduce crime associated to addiction.

Month	Card given	Referral made	Video shown	Kit provided
October	122	23	0	43
November	163	30	6	142
December	66	18	1	38
Total	351	71	7	223
Total for Year	555	148	11	312

NORTH OKANAGAN RURAL

OPERATIONS

The below tables are the total number of calls for service with Criminal Code offences and property crime extracted for the 4th quarter of 2021.

Category	Armstrong		Spallumcheen		Enderby	
	Q4	Total for Year	Q4	Total for Year	Q4	Total for Year
Calls for Service	166	1090	235	1437	385	2384
Criminal Code	74	322	80	334	142	698
Property Offences	28	123	30	119	57	240

Category	Falkland		Lumby		Westside	
	Q4	Total for Year	Q4	Total for Year	Q4	Total for Year
Calls for Service	214	796	280	1311	253	1229
Criminal Code	45	155	69	337	72	345
Property Offences	22	52	27	140	27	95

Below is a table of the total charges forwarded to Vernon and Salmon Arm Crown Counsel, the total prisoners held in the North Okanagan cellblock and the Police Dog Service intervention.

Category	North Okanagan	
	Q4	Total for Year
Charges Forwarded	46	267
Prisoners	37	144
PDS Interventions	9	40

FRONT LINE POLICING

Armstrong

On October 7th Vernon North Okanagan members were on general patrol in Armstrong area conducting street Enforcement in the 3500 block of Smith Drive. Officers located a male with two outstanding endorsed warrants from another jurisdiction. A 40 year old male was released on a future court date.

On November 21st police were dispatched to a reported attempted theft from vehicle in the 2900 block of Moray Street in Armstrong. The home owner captured video surveillance of a lone suspect riding a mountain bike who stopped, leaned the bike against a hedge, walked onto their driveway and opened the unlocked front passengers side door. Attempts to locate further witnesses was completed. There were no further reports or suspects located.

On December 16th North Okanagan officers were dispatched to a disturbance at a business located in the 3300 block of Smith Drive in Armstrong. The caller advised that a customer inside the store was swearing and yelling, while refusing to follow COVID-19 mask mandate. The male claimed to be shopping and left without further incident.

Enderby

On October 4th front line officers were dispatched to a report of a hazardous situation at Deep Creek Rd and Barney Rd in Enderby. Police received a report that there was a burgundy vehicle parked on side of the road near a corner since the late afternoon. Police attended and located a vehicle which had been reported stolen the previous day from Vernon. Police spoke with a witness, but were unable to identify or locate a suspect.

On December 1st police were dispatched to a report that a transport tractor trailer struck the Esso Gas Station gas pumps and a stand-alone canopy in the parking lot at 5655 Hwy 97A. The impact damaged the structural integrity of the support pillars, estimated cost over \$10,000.

Falkland

On October 9th front line officers with the Vernon North Okanagan RCMP were dispatched to a disturbance in the 5000 block of Bolean Lake Rd in Falkland. Police attended and arrested a suspect who had an outstanding warrant and was found to be breaching his court ordered conditions. A 21 year old male was held in custody for court.

On November 22nd police were parked at Yankee Flats Rd and Salmon River Rd in Falkland when the officer observed a vehicle come up to a stop sign in front of him with no lights on, while towing a small white car. Through investigation it was determined that this vehicle was involved in a serious investigation involving weapons from another jurisdiction. This vehicle was followed towards Monte Lake and an attempt to arrest the suspects led to them fleeing the vehicle. Police Dog Services were called, but unable to locate the suspects.

On December 1st police received a report of a suspicious male on Highway 97 in Westwold. The caller stated that there appeared to be an intoxicated male who was staggering into traffic. Police located a 59 year old male who appeared to be displaying signs of impairment by drugs. He was arrested and held in custody to be released when he was able to take care of himself.

Lumby

On October 20th front line officers were notified of a suspicious vehicle on Highway 6 near Rawlings Lake Road in Lumby. The driver of the truck was determined to be a prohibited driver and upon further investigation was found to be breaching court ordered conditions. This 21 year old male was arrested and held in custody for court.

On October 30th frontline officers with the Vernon North Okanagan RCMP, along with the Lumby Fire Department, attended a residence in the 400 block of Lumby Mabel Lake Road for a report of house fire. Through investigation it was determined that the fire did not appear to be suspicious.

On November 9th police were called to a report of someone vandalizing benches, trees and buildings located near the 2600 block of Highway 6 in Lumby. As this occurred in a remote location there was no video surveillance of the vandalism. The caller requested an enhanced police presence in the area.

On December 11th front line officers were dispatched to a report of someone being verbally threatened in the 1800 Block of Creighton Valley Road. Through investigation a 39 year old male was arrested and released with a future court date. This matter is still before courts.

Spallumcheen

On October 15th a front line officer with the Vernon North Okanagan RCMP was conducting traffic enforcement on Highway 97A near Greenhow Road in Spallumcheen, when he observed a vehicle travelling at a speed of 166 km/hr in a posted 100 km/hr zone. The vehicle was stopped and the driver issued a violation ticket for excessive speed and their vehicle impounded.

On November 10th police were dispatched to a report of a break and enter in the 1600 block of Otter Lake Cross Road, Spallumcheen. Police attended the residence and were able to obtain video surveillance of the suspect male. This video was disseminated to try to identify the male, but identification was not made.

On November 19th front line officers were conducting regular patrols in the area of Otter Lake Road near Larkin Cross Road, Spallumcheen when they observed a vehicle blocking traffic. Through investigation it was determined the vehicle had been reported stolen from another jurisdiction. A 21 year old male was located in the front passenger seat of the vehicle and a 41 year old female was located in the back seat of the vehicle. This male was arrested and released on a future court date.

Westside

On October 3rd police stopped a pickup truck in conjunction with an ongoing investigation at an adjacent property in the 12000 block of Westside Road. Police identified a 31 year old male inside the vehicle who had outstanding warrants for fail to comply with probation. Upon the arrest, the male became belligerent and ran from police. Further charges including firearms offences were recommended against the male. This matter is before the court.

On November 21st front line officers with the Vernon North Okanagan RCMP were dispatched to a vehicle which had left the road, striking a BC Hydro Power Pole in the 11800 block of Westside Road near McMillan Drive. A male and female associated to the damaged vehicle were seen walking away north on Westside Road and were not identified. The registered owner of vehicle was contacted and stated that the vehicle was supposed to be getting repaired at a garage. This file is still under investigation.

On December 4th police were dispatched to an assault near Brewer Trail. A victim reported being assaulted by a male inside a residence. A 38 year old male was arrested and held in custody to appear in court.

GENERAL INVESTIGATION SECTION

The following is a synopsis of some of the recent investigations conducted by the Rural General Investigation Section and does not reflect all the tasks the two officers are working on, nor does it include information that could affect ongoing police investigations.

In November the Rural General Investigation Section assisted front line officers with the execution of a search warrant on Westside Road where numerous stolen items were located and seized.

The Rural General Investigation Section continues to assist Southeast District Major Crimes with continued investigation on a murder that occurred in Spallumcheen in September.

TRAFFIC ENFORCEMENT

North Okanagan Rural

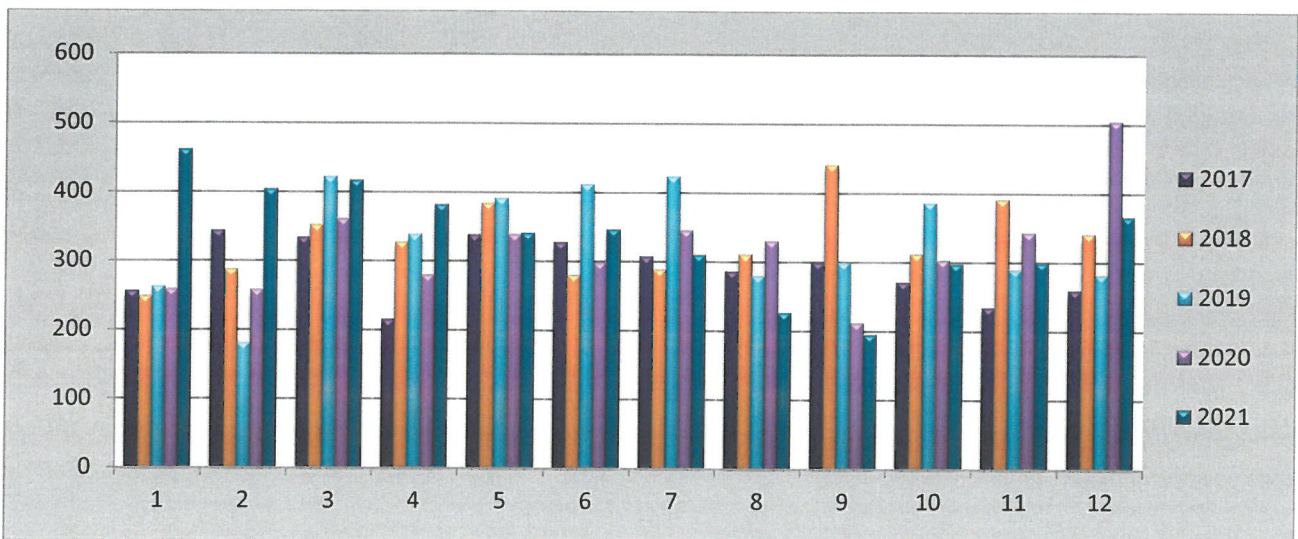
- Road Check Stops: 7
- Impaired Drivers taken off the road by way of suspension or charge: 32
- Distracted Driver Charge: 0

Area	Violation Ticket	Warning	Total for Year
Armstrong	26	56	182 (VT) / 198 (Warn)
Enderby	27	9	73 (VT) / 71(Warn)
Falkland	4	11	57 (VT) / 64 (Warn)
Lumby	13	25	88 (VT) / 148 (Warn)
Spallumcheen	83	37	264 (VT) / 137 (Warn)
Westside	46	22	152 (VT) / 124 (Warn)

Vernon/Coldstream

- Road Check Stops: 7
- Impaired Drivers taken off the road by way of suspension or charge: 43
- Distracted Driver Charge: 0

Area	Violation Ticket	Warning	Total for Year
Vernon	338	411	1744 (VT) / 1244 (Warn)
Coldstream	73	111	337 (VT) / 638 (Warn)
Vernon Rural	8	9	23 (VT) / 19 (Warn)



This graph depicts the total traffic enforcement (Tickets and Warnings) results for the Vernon, Coldstream & Vernon Rural area.

FORENSIC IDENTIFICATION SECTION

The Vernon North Okanagan Integrated Forensic Identification Section (IFIS) is operating with three members in a full time rotation (2 specialists and 1 apprentice). During the fourth quarter, IFIS provided investigative assistance for 53 files, identified 18 fingerprints and supplied 12 preliminary associations. As well, IFIS collected 59 friction ridge impressions, 14 footwear impressions, 45 DNA swabs, 2 tire impressions and gathered 1 other type of physical evidence.

Call for Service	Vernon/Coldstream	North Rural
Break and Enter	17	1
Theft over \$5000	1	0
Theft under \$5000	2	0
Theft from Vehicle	1	0
Theft of Vehicle	7	3
Mischief	1	0
Possession of Stolen Property	1	2
Homicide	0	0
Robbery	5	0
Firearms Offences	0	0
Assault	3	0
Arson	4	0
Drug Offences	2	0
Other offences	2	1
Total	46	7

Vernon FIS Calls for Service encompass Vernon, Vernon Rural and Coldstream.

The North Rural calls for service include Armstrong, Enderby, Falkland, Lumby & Westside.

POLICE DOG SERVICE (PDS)

The Vernon Police Dog Service consists of two handlers and their police dogs, Hawkes and Jagger. Over the past quarter, these valuable teams provided assistance to the frontline, conducting tracks for suspects and acting as the liaison for Search and Rescue. In total, PDS had 20 calls for service and successfully located four individuals; three in Enderby and one in Vernon. In addition, PDS assisted locating a missing jogger, a search warrant execution and a homicide.



RESERVE CONSTABLE PROGRAM

Currently, the Reserve Constables program at the Vernon North Okanagan detachment has seven participants who provide a variety of functions. These experienced police officers provide assistance with traffic enforcement, coverage for personnel shortages in front line policing and FIS and crime scene security, as required.

AREA	PATROLS	VIOLATION TICKET	WARNING	Total for Year
Vernon	16	83	45	88 Patrols / 622 VT / 371 Warn
Coldstream	20	55	86	62 Patrols / 150 VT / 321 Warn
Total for Quarter	36	138	131	

SCHOOL RESOURCE OFFICER

The School Resource Officer is an effective part of the School District 22 team, collaborating with teachers, administrators, parents, students and other community partners to enhance safety and security in our schools. During this quarter School Resource Officer, Constable Horne, liaised with School District 22 on suspension hearings, no trespass orders and provided guidance for school level issues. Constable Horne was active in attending schools to conduct lock-down drills, presentations and taking part in holiday activities.

COMMUNITY POLICING

Community Safety Office

The volunteers of the Community Safety Office assisted 545 members of the public, fielded 167 phone calls and returned over 200 Police Information Checks. The Folks on Spokes Peer outreach collected improperly disposed needles and picked up over 100 bags of garbage from the downtown core. This group also provides a neighbourhood cleanup three times a week, facilitated by the Folks on Spokes peers and shelter guests. In addition, the coordinator provided education to the community about leaving combustible items in alleyways and worked on recreational vehicle camping in public spaces, working towards supporting recreational vehicle owners and bylaw compliance. The coordinator also conducted numerous Crime Preventions through Environment Design (CPTED) audits of businesses and residences due to transient activity, property damage and graffiti. Workshops were conducted on Drug Safety Awareness, internet safety, personal safety and property theft deterrence.

Vernon RCMP Volunteers

During this past quarter, the 50 volunteers participated in 6735 hours with the Vernon RCMP Volunteer Program. The volunteers drove 4516 kilometers, worked 29 vehicle patrol shifts, issued 410 Crime Prevention Notices for expired insurance decals and conducted 13 speed watch operations, targeting 3607 vehicles to slow down. In addition, volunteers assisted with the Winter Carnival Christmas Light Up, BC Winter Olympics, the 9pm Routine with Media Relations Officer Constable Terleski and conducted Lock Out Auto Crime Patrols.

HUMAN RESOURCES

Established Levels

Vernon North Okanagan Detachment is currently at 103 Regular Members: 56 City of Vernon; 30 Provincial; 4 City of Armstrong; 7 District of Coldstream; 4 Township of Spallumcheen, 1 Splits'in First Nation and 1 Okanagan Indian Band (OKIB).

Funded Levels

As of December 31st, 2021, the Vernon North Okanagan Detachment billed 52.56 City of Vernon; 27.39 Provincial; 2.27 City of Armstrong; 6.2 District of Coldstream; 3.96 Township of Spallumcheen, .62 Splits'in First Nation and 1 Okanagan Indian Band (OKIB).

QUARTERLY STATISTICS

The following pages contain the police statistics for the 4th quarter of 2021, October to December, with a comparison for the same month of the previous year. The activity types selected are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.

4 th Quarter Statistics – City of Vernon						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	1506	1935	1205	1773	1218	1491
Robbery	6	6	3	5	3	3
Assault (Includes DV)	31	47	34	47	35	38
Domestic Violence	7	10	13	5	9	10
Sex Offence	2	3	5	9	3	5
B&E Residence	5	10	3	7	3	5
B&E Commercial	14	22	9	13	4	16
Theft of Vehicle	8	22	11	21	13	10
Theft From Vehicle	50	54	26	44	30	29
Theft Over \$5000	3	7	1	-	2	3
Theft Under \$5000	89	107	58	93	52	68
Drug Offence	39	28	33	47	22	22
Liquor Offences	15	11	6	7	14	8
Impaired Driving	11	6	10	8	5	7
24 Hour Driving Suspension	4	4	2	6	6	2
Motor Vehicle Accidents	56	52	43	39	51	56

4 th Quarter Statistics – Vernon Rural						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	110	145	140	119	128	163
Robbery	-	-	-	-	-	-
Assault (Includes DV)	3	2	5	2	2	1
Domestic Violence	2	-	1	-	1	-
Sex Offence	-	1	1	-	-	-
B&E Residence	1	1	-	-	-	-
B&E Commercial	2	-	2	-	-	1
Theft of Vehicle	3	2	4	-	2	-
Theft From Vehicle	3	9	10	5	-	3
Theft Over \$5000	1	1	-	-	-	5
Theft Under \$5000	5	2	1	1	-	-
Drug Offence	-	1	-	2	-	-
Liquor Offences	-	-	1	-	-	-
Impaired Driving	-	1	-	-	-	1
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	11	4	7	13	8	17

4 th Quarter Statistics – Silver Star						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	9	8	8	9	14	12
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	-	-	1	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	1	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	-	1	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	-	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	1	-	-	1	1	1

4 th Quarter Statistics – District of Coldstream						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	116	139	95	125	92	103
Robbery	-	-	-	1	-	-
Assault (Includes DV)	2	1	2	1	1	1
Domestic Violence	2	-	1	-	1	1
Sex Offence	1	2	-	1	-	1
B&E Residence	-	-	-	-	-	3
B&E Commercial	-	1	-	1	-	-
Theft of Vehicle	-	3	-	1	1	1
Theft From Vehicle	2	2	2	5	5	3
Theft Over \$5000	-	1	1	-	-	3
Theft Under \$5000	3	4	1	-	1	1
Drug Offence	-	2	-	-	1	-
Liquor Offences	1	1	1	-	-	2
Impaired Driving	-	-	-	-	1	-
24 Hour Driving Suspension	-	-	-	-	1	-
Motor Vehicle Accidents	6	6	6	4	7	10

4 th Quarter Statistics – City of Armstrong NR4100 and NR4101						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	87	95	83	81	80	73
Robbery	-	-	-	-	-	-
Assault (includes DV)	1	-	-	1	1	1
Domestic Violence	2	-	-	1	1	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	1	1	-	-
B&E Commercial	1	-	-	1	-	-
Theft of Vehicle	-	2	-	-	2	-
Theft From Vehicle	2	4	2	3	1	1
Theft Over \$5000	1	-	1	1	-	3
Theft Under \$5000	-	1	2	3	1	2
Drug Offence	-	-	-	1	1	-
Liquor Offences	1	1	1	2	-	-
Impaired Driving	1	4	-	2	-	-
24 Hour Driving Suspension	1	4	-	3	-	2
Motor Vehicle Accidents	3	-	-	-	1	1

4 th Quarter Statistics – Spallumcheen NR4200						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	102	131	83	114	101	102
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	3	-	-	2	1
Domestic Violence	-	2	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	2	1	1	-	1
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	3	1	1	1	2	3
Theft From Vehicle	-	2	-	2	4	-
Theft Over \$5000	1	1	-	-	1	-
Theft Under \$5000	2	-	-	3	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	1
Impaired Driving	2	3	1	2	-	1
24 Hour Driving Suspension	1	5	-	3	1	4
Motor Vehicle Accidents	4	-	4	2	12	4

4 th Quarter Statistics – City of Enderby NR1200 and NR1201						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	94	73	86	73	68	92
Robbery	-	-	1	-	-	-
Assault (Includes DV)	2	3	1	6	1	3
Domestic Violence	3	1	1	2	2	2
Sex Offence	-	1	-	2	-	-
B&E Residence	-	-	-	-	-	1
B&E Commercial	1	-	1	-	-	1
Theft of Vehicle	6	-	1	2	3	-
Theft From Vehicle	3	1	5	1	2	1
Theft Over \$5000	-	-	4	-	-	1
Theft Under \$5000	-	2	6	2	2	2
Drug Offence	-	1	1	-	-	2
Liquor Offences	2	1	2	1	3	-
Impaired Driving	-	-	-	1	1	-
24 Hour Driving Suspension	-	-	-	2	-	1
Motor Vehicle Accidents	4	1	-	-	2	-

4 th Quarter Statistics – Enderby Rural NR1202 to NR1204						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	69	60	55	67	56	67
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	1	-	3	-	-
Domestic Violence	-	-	-	1	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	1	-	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	-	2	1	2	-	2
Theft From Vehicle	-	-	-	2	-	1
Theft Over \$5000	1	1	-	-	-	1
Theft Under \$5000	1	1	-	-	2	-
Drug Offence	-	-	-	1	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	1	1	-	1	-	-
24 Hour Driving Suspension	-	1	-	1	-	1
Motor Vehicle Accidents	4	-	2	1	6	3

4 th Quarter Statistics – Village of Falkland NR1300 and NR1301						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	11	18	10	13	17	15
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	-	-	1	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	2
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	2	-	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	-	1	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	-	-	-	-	-	-

4 th Quarter Statistics – Falkland Rural NR1302 and NR1303						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	51	66	34	50	52	50
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	2	-	-	-	1
Domestic Violence	1	1	1	-	1	1
Sex Offence	1	-	1	-	1	-
B&E Residence	-	-	1	-	-	1
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	1	-	-	1	-
Theft From Vehicle	-	1	-	1	1	-
Theft Over \$5000	-	-	-	2	-	-
Theft Under \$5000	1	-	-	1	1	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	1	2	-
24 Hour Driving Suspension	-	2	-	1	-	1
Motor Vehicle Accidents	7	2	1	1	7	1

4 th Quarter Statistics – Village of Lumby NR1400 and NR1401						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	50	47	41	44	50	26
Robbery	-	-	1	-	-	-
Assault (Includes DV)	1	1	1	2	1	1
Domestic Violence	1	-	1	-	-	-
Sex Offence	-	-	-	1	-	-
B&E Residence	-	-	-	-	2	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	2	-	-	-	-	-
Theft From Vehicle	1	-	-	1	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	1	-	-	1	-
Drug Offence	-	1	1	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	1	1	1	1	-	-
24 Hour Driving Suspension	-	1	-	1	-	-
Motor Vehicle Accidents	2	-	-	-	-	1

4 th Quarter Statistics – Lumby Rural NR1402 and NR1403						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	55	61	41	60	51	30
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	2	1	1	1	-
Domestic Violence	1	-	1	1	2	-
Sex Offence	-	1	-	-	-	-
B&E Residence	-	-	1	1	-	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	-	-	1	-	-	1
Theft From Vehicle	1	2	1	-	-	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	1	1	-	-	-
Drug Offence	-	-	-	1	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	1	-	1	2	1
24 Hour Driving Suspension	-	1	-	2	-	2
Motor Vehicle Accidents	5	1	3	2	6	-

4 th Quarter Statistics – OKIB NR8000, NR8001, NR8101, NR8102						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	65	51	57	48	48	53
Robbery	-	-	1	-	-	-
Assault (Includes DV)	2	-	-	-	1	5
Domestic Violence	1	-	1	-	2	1
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	3	-	-	-	1	-
Theft From Vehicle	2	-	1	-	2	-
Theft Over \$5000	1	-	-	-	-	-
Theft Under \$5000	2	-	3	-	1	2
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	1	-	-	-
Impaired Driving	-	-	1	-	1	-
24 Hour Driving Suspension	-	-	-	-	-	1
Motor Vehicle Accidents	6	-	1	-	1	-

4 th Quarter Statistics – Splatsin NR8100 and NR8200						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	53	27	32	46	45	35
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	1	1	3	2	-
Domestic Violence	1	-	1	-	1	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	2	-	1	-	1	1
Theft From Vehicle	3	-	-	1	-	-
Theft Over \$5000	-	-	-	3	-	-
Theft Under \$5000	1	-	-	-	-	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	1	-	-	-	-	-
Impaired Driving	-	-	-	1	1	1
24 Hour Driving Suspension	1	1	-	4	-	2
Motor Vehicle Accidents	6	-	2	1	7	-

4 th Quarter Statistics – Westside Road NR1000						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	45	35	31	29	46	36
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	-	1	2	1	1
Domestic Violence	2	-	1	-	-	1
Sex Offence	-	-	-	-	-	1
B&E Residence	-	-	2	-	1	1
B&E Commercial	-	-	-	-	-	1
Theft of Vehicle	1	-	-	-	1	1
Theft From Vehicle	1	-	-	-	5	-
Theft Over \$5000	1	-	-	-	-	-
Theft Under \$5000	1	-	-	-	-	-
Drug Offence	-	-	-	-	-	1
Liquor Offences	-	-	-	-	1	1
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	1	-	1	1	1	-
Motor Vehicle Accidents	2	-	4	-	4	-

4 th Quarter Statistics – Spallumcheen Hwy 97/97A						
ACTIVITY TYPE	Oct 2020	Oct 2021	Nov 2020	Nov 2021	Dec 2020	Dec 2021
Total Files	17	33	19	20	23	16
Impaired Driving	1	2	1	-	-	1
24 Hour Suspension	2	3	-	-	1	1
Drug Offences	-	-	-	-	-	-
Motor Vehicle Accidents	2	-	1	1	3	-
Collision over \$10000	-	-	-	1	-	-
Collision non-fatal injury	-	-	-	1	-	-
Collision Fatal	-	-	-	-	-	-
Traffic moving offences	7	3	9	2	13	1
Liquor Offences	-	-	-	-	-	-

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: January 27, 2022
Subject: Disclosure of Contracts - Council

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

Section 107 of the Community Charter requires that any contract entered into by the City that would provide a member of Council with a direct or indirect financial interest be reported at a Council meeting that is open to the public.

During the said period, the City of Enderby entered into the following contracts:

October 1, 2021 to December 31, 2021

Council Member	Supplier	Amount
Councillor Baird	Baird Bros. Ltd.	\$ 18,832.79
Mayor McCune	GTI Petroleum	\$ 6,493.55

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: February 1, 2022
Subject: Council Technology Allowance

RECOMMENDATION

THAT Council approves the attached Council Remuneration Policy;

AND THAT Council approves a one-time technology allowance payment of \$300.00 to each member of Council for the increased technology costs of electronic meetings, to be funded through the COVID-19 Safe Restart Grant.

BACKGROUND

At the January 17, 2022 Committee of the Whole meeting, the value of the Council technology allowance was discussed in relation to increased technology costs due to COVID-19 and the electronic meeting requirements. To recognize this, the above resolution includes a one-time technology supplement of \$300.00 for each member of Council. This one-time payment is an eligible expense under the COVID-19 Safe Restart Grant. If COVID-19 is still affecting in-person meetings in the new term, Council may make a similar resolution at its discretion.

Council also discussed the inflationary pressure on the existing technology allowance. The provision for the CPI adjustment has been amended in the draft policy to include the annual technology allowance; however, the CPI adjustment has not been applied to advance payouts of the allowance as the advances are for upfront larger technology purchases, which would not be subject to future inflation.

The attached policy also includes:

- Updates to remuneration amounts based on the CPI adjustments provided since the approval of the last policy.
- Clarity on the conditions for advance payments should a member of Council wish to use the allowance towards a single larger technology purchase rather than ongoing connectivity costs.
- Remuneration consideration for a leave of absence based on past practice.
- Revisions to the descriptions for a full day and half day meeting pay based on the number of hours for a meeting, rather than when a meeting commences.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

Policy Title	Council Remuneration
Policy Number	P0100

<u>Effective Date:</u>	<u>Authorized By:</u>	<u>Replaces</u>
January 1, 2022		Council Remuneration Policy adopted by Council May 21, 2019

- 1) **Remuneration:** Remuneration for Mayor and Council member duties will be based on the following:
- i) Effective January 1, 2022, the Mayor shall receive annual remuneration of \$20,856.91 payable in monthly payments.
 - ii) Effective January 1, 2022, members of Council shall receive annual remuneration of \$11,041.38 payable in monthly payments.
 - iii) Members of the Enderby & District Services Commission shall receive meeting pay remuneration of \$55.58 per meeting to a maximum remuneration of \$389.06 annually. This value is included in the Mayor and Council remuneration provided in Sections 1 (i) and (ii).
 - iv) During a leave of absence of a month or more, remuneration will cease for the term of the leave. If a leave of absence is taken by the Mayor and a Councillor is assigned as the Acting Mayor for two months or more, the Councillor's remuneration will be increased to the value of the Mayor remuneration for duration of Acting Mayor coverage.
 - v) One third of the remuneration provided in Sections 1 (i), (ii) and (iii) shall be considered an allowance for expenses incidental to the discharge of the duties of elected office.
 - vi) In addition to the above allowance, each member of Mayor and Council will also be provided with an annual technology allowance of \$616.80. An advance of future year allowances may be requested for larger technology purchases up to the full value of the allowance for the elected term. If an elected official does not complete the term, the allowance must be repaid based on a proration of the remaining term.
 - vii) Remuneration amounts and the technology allowance shall be indexed in future years to the British Columbia consumer price index of the previous year. Any technology allowance advances paid will be at the current year's value without further adjustment.

2) **Meeting Pay:** In addition to the remuneration paid pursuant to Section 1, each member of Mayor and Council shall be entitled to receive remuneration for attendance at conventions, seminars and other meetings on behalf of Council as follows:

- i) Full day – duration of event is greater than six hours \$ 120.00
- ii) Half day – duration of event is between three and six hours \$ 60.00

DRAFT