



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Tuesday, April 19, 2022 at 4:30 p.m. in Council Chambers.

---

Present: Councillor Tundra Baird (Acting Mayor)  
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 – Kurt Inglis  
Clerk-Secretary – Andraya Holmes

Other: Press and Public

---

### **APPROVAL OF AGENDA**

Moved by Councillor Knust, seconded by Councillor Shishido  
*“THAT the April 19, 2022 Council Meeting agenda be approved as circulated.”*

CARRIED

### **ADOPTION OF MINUTES**

Meeting Minutes of April 4, 2022

Moved by Councillor Case, seconded by Councillor Shishido  
*“THAT the April 4, 2022 Council Meeting minutes be adopted as circulated.”*

CARRIED

### **DELEGATIONS**

Audit Final Report for the Year Ended December 31, 2021 by Markus Schrott, BDO

The Auditor reported that the audit is complete pending the presentation to and approval by Council of the audited financial statements.

The Auditor gave an overview of the audit process and reported that there were no issues to report.

2021 Financial Statements

Chief Financial Officer gave an overview of the 2021 Financial Statements. Explained that the Audited Financial Statements must be approved by Council before they can be reported to the Province.

Councillor Case asked if the unused portion of the COVID Restart grant would have to be returned.

Chief Administrative Officer reported that he anticipates the City will continue to be allowed to use the grant for its intended purpose.

Moved by Councillor Schreiner, seconded by Councillor Shishido  
*“THAT Council receives the 2021 Audited Financial Statements as presented;*

*AND THAT Council approves the 2021 Audited Financial Statements”*

CARRIED

Ward Mercer, RNIP Coordinator - Rural and Northern Immigration Pilot (RNIP) Program

Mr. Mercer explained that the RNIP program works to bring skilled workers into communities and provides an opportunity for the worker to gain Permanent Residency. The program works to incentivise people to stay in the communities they are working in after Permanent Residency is achieved.

RNIP Vernon covers a large area including Enderby, Armstrong, Oyama, Lumby, and Falkland.

This program provides the worker with a work permit specific to the job for which they are selected and provides their spouse and adult children with open work permits to seek employment in the community.

Candidate requirements include:

- High school or above education
- Language test in the last 2 years
- Work experience requirement

Employer requirements include:

- Must have been in operation for 2 years
- Must offer full time permanent employment
- Must offer a wage of at least \$18/hr
- Must maintain the job offer until employee gets permanent residence

Explained that the only cost to employers to participate is \$230 for the work permit. The program gives employers access to a database of 38,000 worker profiles from all over the world.

Reported that this program is attractive to both employers and applicants. The application process can take less than a month. So far, over 174 applicants have been recommended from 40 different countries.

Councillor Schreiner asked what would occur if an applicant was working and either quit or had to be let go from the job.

Mr. Mercer responded that in this case the applicant would no longer have a job offer and would have to be matched with a new job and restart the permanent residence process. If no new job could be found, it is possible that the applicant would have to return to their home country.

Councillor Case asked if there are any exceptions to the requirement for a business to have to have been operating for two years or more.

Mr. Mercer explained that the only exception to this rule is if the business has expanded into the community and is a new location for a business that has been operating for longer than two years elsewhere.

Councillor Shishido asked if RNIP conducts background checks on applicants.

Mr. Mercer responded that RNIP does a pre-assessment to make sure the applicant meets all requirements of the program and the background checks are completed by the federal government.

Councillor Baird asked if RNIP assists applicants in finding housing.

Mr. Mercer responded that they have partnered with a company called Happipad to find temporary housing, for a period up to 6 months, when the applicant first arrives to give them time to find more permanent housing.

Mr. Mercer asked that interested businesses contact him for a one-on-one meeting.

## **PUBLIC HEARINGS**

### **Public Input on 2022 Budget**

There were no written submissions.

There were no comments from the public.

City of Enderby Official Community Plan Bylaw No. 14549, 2014 Amendment Bylaw No. 1745, 2022 and City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1746, 2022

*Councillor Case and Councillor Baird declared a conflict of interest and left the meeting (5:14pm).*

*Councillor Shishido assumed the chair.*

The regular meeting gave way to the public hearing at 5:15 p.m.

The regular meeting re-convened at 5:40 p.m.

## **DEVELOPMENT MATTERS AND RELATED BYLAWS**

City of Enderby Official Community Plan Bylaw No. 14549, 2014 Amendment Bylaw No. 1745, 2022 and City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1746, 2022

Moved by Councillor Schreiner, seconded by Councillor Knust  
“THAT Council receives and files the attached Staff Report dated March 29, 2022;

*AND THAT having considered input of the Public Hearing, Council gives third reading and adopts City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1745, 2022, which proposes to change the future land use designation of the property legally described as THAT PART OF LOT A SHOWN ON PLAN B544 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 111 EXCEPT: (1) PARCEL 6 ON PLAN B694, (2) PART LYING NORTH OF A LINE DRAWN PARALLEL TO AND PERPENDICULARLY DISTANT 150 FEET NORTH OF THE SOUTH BOUNDARY OF PLAN B544, and located at 307 Regent Avenue, Enderby BC, from Residential Low Density to Residential Medium Density;*

*AND THAT having considered the input of the Public Hearing, Council gives third reading and adopts City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1746, 2022 which proposes to rezone the property legally described as THAT PART OF LOT A SHOWN ON PLAN B544 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 111 EXCEPT: (1) PARCEL 6 ON PLAN B694, (2) PART LYING NORTH OF A LINE DRAWN PARALLEL TO AND PERPENDICULARLY DISTANT 150 FEET NORTH OF THE SOUTH BOUNDARY OF PLAN B544, and located at 307 Regent Avenue, Enderby BC, from the Residential Single Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone;*

*AND FURTHER THAT the adoption of City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1746, 2022 shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.”*

CARRIED

*Councillor Baird and Councillor Case returned to the meeting (5:43 pm)*

*Councillor Shishido relinquished the chair to Councillor Baird.*

City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1752, 2022 and City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1752, 2022

The Planner gave an overview of the application.

Councillor Baird asked if the water flow available is appropriate for the rezoning.

Chief Administrative Officer responded that the water mains on Salmon Arm Drive are properly sized, but that there is a pinch point on Cliffview Drive that would need to be upgraded before a multi-family dwellings could be built at this location, in order to meet the increased fire flow requirements.

Councillor Shishido asked if this would be the responsibility of the City or the developer.

Chief Administrative Officer responded that this would be a condition of development and would be the responsibility of the developer.

Councillor Shishido asked how tall a building could be built with the proposed zoning.

The Planner responded that at the current zoning a building could be two storeys or nine metres tall whereas at the proposed zoning a building could be 3 storeys or twelve metres tall.

Councillor Shishido asked if there are currently any three-storey buildings among single family residential area in the community.

The Planner responded that there are a few cases of this currently and that these taller buildings come along with larger setback requirements to mitigate the impact to views of the surrounding properties.

Councillor Shishido asked if it is possible for Council to amend the OCP in a given area.

Chief Administrative Officer responded that it is possible for Council to amend an OCP to indicate the intended future use of land.

Moved by Councillor Case, seconded by Councillor Schreiner

*“THAT City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1752, 2022 which proposes to change the future land use designation of the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 19 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1702, and located at 186 Salmon Arm Drive, Enderby BC, from Residential Low Density to Residential Medium Density, be given First Reading;*

*AND THAT after First Reading of City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1752, 2022 and in accordance with Sections 473 (2.1) and 477 of the Local Government Act, Bylaw No. 1752 be considered in conjunction with the City’s Housing Needs Assessment Report, Financial Plan, and Regional Solid Waste Management Plan;*

*AND THAT after considering City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1752, 2022 in conjunction with the City’s Housing Needs Assessment Report, Financial Plan, and Regional Solid Waste Management Plan, Bylaw No. 1752 be given Second Reading and forwarded to a Public Hearing;*

*AND THAT the referral process which requests that various authorities and organizations review the amendments proposed by City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1752, 2022, as outlined in this Staff Report, be considered appropriate consultation for the purposes of Sections 475 and 476 of the Local Government Act;*

*AND FURTHER THAT City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1753, 2022 which proposes to rezone the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 19 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1702, and located at 186 Salmon Arm Drive, Enderby BC, from the Residential Single Family (R.1) zone to the Residential Multi-Family Medium Intensity (R.3) zone, be given First and Second Reading and forwarded to a Public Hearing.”*

CARRIED

## **BYLAWS**

2022 Budget: City of Enderby 2022-2026 Financial Plan Bylaw No. 1747, 2022; City of Enderby Annual Tax Rate Bylaw No. 1748, 2022; City of Enderby Sewer Frontage Tax Bylaw No. 1749, 2022; City of Enderby Water Frontage Tax Bylaw No. 1750, 2022 (Three Readings)

Chief Financial Officer gave an overview of the bylaws and accompanying memo and explained that these bylaws are based on the budget approved by Council.

Moved by Councillor Schreiner, seconded by Councillor Shishido  
“THAT Council gives first reading to the bylaws cited as “City of Enderby 2022-2026 Financial Plan Bylaw No. 1747, 2022”, “City of Enderby Annual Tax Rate Bylaw No. 1748, 2022”, “City of Enderby Sewer Frontage Tax Bylaw No. 1749, 2022”, “City of Enderby Water Frontage Tax Bylaw No. 1750, 2022” and “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment bylaw No. 1751, 2022”;

AND THAT Council considers the public input received, respecting the 2022-2026 Financial Plan;

AND FURTHER THAT Council gives second and third reading to the bylaws cited as “City of Enderby 2022-2026 Financial Plan Bylaw No. 1747, 2022”, “City of Enderby Annual Tax Rate Bylaw No. 1748, 2022”, “City of Enderby Sewer Frontage Tax Bylaw No. 1749, 2022”, “City of Enderby Water Frontage Tax Bylaw No. 1750, 2022” and “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment bylaw No. 1751, 2022”.

CARRIED

**REPORTS**

RDNO Building Permit Report – March 2022

Moved by Councillor Case, seconded by Councillor Shishido  
“THAT the RDNO Building Permit Report – March 2022 be received and filed.”

CARRIED

**NEW BUSINESS**

Appointment of Election Officials and Pay Rates

Moved by Councillor Shishido, seconded by Councillor Knust  
“THAT Council appoints Jennifer Bellamy as Chief Election Officer for the 2022 local government election;

AND THAT Council appoints Tate Bengtson as Deputy Chief Election Officer for the 2022 local government election;

AND FURTHER THAT Council approves the following rates of pay for election personnel for the 2022 local government election:

Chief Election Officer: \$980 flat rate

Deputy Chief Election Officer: \$653 flat rate

Election Worker: \$21.25 per hour”

CARRIED

Cornerstone Garden Extra Work Funding Request from Garden Club

Moved by Councillor Case, seconded by Councillor Knust  
*“THAT Council provides a grant to the Enderby & District Garden Club valued at \$1865 plus GST for the proposed extra work to the Cornerstone Garden, funded from the Community Enhancement Fund.”*

CARRIED

**NOTICES OF MOTION**

Notice of Motion (Councillor Schreiner): UBCM Resolution on Transportation Network Services in Small Rural and Remote Communities

Moved by Councillor Schreiner, seconded by Councillor Shishido  
*“THAT Council directs staff to submit the resolution titled “Enabling Legal, Viable and Competitive Transportation Network Services in Small Rural and Remote Communities” to the Union of British Columbia Municipalities”*

CARRIED

**PUBLIC QUESTION PERIOD**

There were no questions from the public.

**ADJOURNMENT**

Moved by Councillor Case, seconded by Councillor Knust  
*“THAT the regular meeting of April 19, 2022 adjourn at 6:00 p.m.”*

CARRIED

\_\_\_\_\_  
**MAYOR**

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