

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: November 7, 2022
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

The public may attend this meeting in person or by means of electronic facilities.

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.

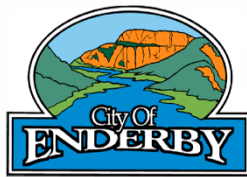
The City of Enderby uses Zoom for its electronic facilities and encourages those who are unfamiliar with the application to test it in advance; for technical support, please contact Zoom.

If you would like to attend this meeting by means of electronic facilities and 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. OATH OF OFFICE**
Oath of Office – Administered by the Corporate Officer
- 2. APPROVAL OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Committee of The Whole Minutes of October 3, 2022 Page 3
 - 3.2 Meeting Minutes of October 3, 2022 Page 6
 - 3.3 Public Hearing Report October 3, 2022 Page 11
- 4. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS**
- 5. REPORTS**
 - 5.1 Mayor and Council Reports
 - 5.2 Area F Director Report
 - 5.3 Chief Administrative Officer Report
 - 5.3.1 Council Inquiries
 - 5.4 Report of Election Results Page 13
Memo prepared by Chief Election Officer dated October 21, 2022

5.5	<u>RDNO Building Permit Report – September 2022</u>	Page 22
5.6	<u>Vernon North Okanagan Detachment: 3rd Quarter (July to September) 2022</u>	Page 23
6.	NEW BUSINESS	
6.1	<u>Council Appointments</u> Memo prepared by Chief Administrative Officer dated October 20, 2022	Page 45
6.2	<u>Regular Meeting Schedule for 2023</u> Memo prepared by Chief Administrative Officer dated October 20, 2022	Page 49
6.3	<u>Acting Mayor Schedule November 2022 through December 2023</u> Memo prepared by Chief Administrative Officer dated October 20, 2022	Page 52
6.4	<u>Appointment of Credit Union Signatory</u> Memo prepared by Chief Financial Officer dated October 24, 2022	Page 54
6.5	<u>Disclosure of Contracts - Council</u> Memo prepared by Chief Financial Officer dated October 24, 2022	Page 55
6.6	<u>City of Enderby Development Corporation Annual Information Meeting 2022</u> Memo prepared by Chief Executive Officer dated October 18, 2022	Page 56
6.7	<u>Royal Canadian Legion Branch #98 Road Closure Application – Remembrance Day</u> Memo prepared by Planner dated November 2, 2022	Page 59
6.8	<u>Christmas Parade and Festivities – Road Closure Application</u> Memo prepared by Planner dated October 31, 2022	Page 62
6.9	<u>Enderby & District Arts Council – 2022 Operating Grant</u> Memo prepared by Chief Financial Officer dated November 3, 2022	Page 67
6.10	<u>Awards – Municipal Policy & Mayor and Council Fund Policy</u> Memo prepared by Chief Financial Officer dated November 2, 2022	Page 76
6.11	<u>Regional Secondary Dwelling Competition – RDNO Request for Consideration</u> Memo prepared by Planner dated November 3, 2022	Page 80
7.	PUBLIC QUESTION PERIOD	
8.	CLOSED MEETING RESOLUTION <i>Closed to the public, pursuant to Section 90 (1) (k) and (e) of the Community Charter.</i>	
9.	ADJOURNMENT	



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Committee-of-the-Whole Meeting** of Council held on Monday, October 3, 2022 at 4:00 p.m. in the Council Chambers of City Hall

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

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Clerk-Secretary – Andraya Holmes

The Press and Public

APPROVAL OF AGENDA

Moved by Councillor Davyduke, seconded by Councillor Schreiner

“That the October 3, 2022 Committee of the Whole agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Committee-of-the-Whole Meeting Minutes of September 19, 2022

Moved by Councillor Knust, seconded by Councillor Davyduke

“That the September 19, 2022 Committee of the Whole minutes be adopted as circulated.”

CARRIED

PORTFOLIO REPORTS

Councillor Schreiner

Attended the Truth and Reconciliation Day Event hosted by Splatsin last Friday. The event was very well attended.

Will be attending a meeting next Wednesday with the Ministry of Transportation and Infrastructure along with Spallumcheen and Armstrong to discuss speed limits on Highway 97A.

Councillor Knust

Has been working extremely long hours in healthcare as there is a shortage of staff in every department.

Mayor McCune expressed that if he continues as Mayor after the upcoming election that Healthcare will be an issue taken on by the Committee of the Whole on an ongoing basis.

Councillor Knust agreed that it is a good idea that all of Council works together on this issue.

Councillor Davyduke

Expressed concern regarding the adequacy of resources needed to support upcoming changes to the healthcare system.

Noted that at UBCM there are many presentations and networking opportunities, and that the next Council should continue to coordinate with each other on who will attend which events to make sure representatives of Council are able to attend a wide range of events.

Also attended the Truth and Reconciliation Day event hosted by Splatsin and was very impressed with the attendance from the community.

WorkBC is working with Community Futures to strategize how to best engage the community. Also working with A.L. Fortune to help bridge gaps for young adults transitioning from high school to the workforce.

Also reported that the working hours required for EI have increased to 700 hours, which had previously been reduced due to the pandemic's impact upon labour and working conditions.

WorkBC has a program called Project Based Labour Market Training which provides funding to organizations to train for in-demand positions such as healthcare and information technology.

Councillor Case

Attended the Truth and Reconciliation Day Event hosted by Splatsin and reported that there were approximately 300 people in attendance.

Attended the 75th Anniversary Event for Enderby Jewellers and the Enderby Lions Club. Reported that the event was a great success and that Judy Dangel, the owner of Enderby Jewellers was presented with a Lifetime Civic Merit Award.

Councillor Shishido

Attended the 75th Anniversary Event for Enderby Jewellers and the Enderby Lions Club and reported that the event was great.

Spoke to a member of the public who asked about the best way for the public to communicate with Council. Councillor Shishido indicated his intent to revisit the idea of hosting a Coffee with Council next term.

Mayor McCune agreed this is a good idea and suggested that Council could also host a barbeque and mingle with the public to hear their questions and concerns in a more informal setting.

Councillor Shishido also asked if it is clearly communicated to voters that they can vote for up to six councillors at the election.

Chief Election Officer confirmed that this is represented at the polling station.

Mayor McCune

Mayor McCune reported that there is a member of the community who will be starting a scholarship for local students who plan to attend medical school and return to the community to practice.

Suggested that Council host a barbeque for the Enderby Lions Club.

Councillor Baird

Attended an orange t-shirt making event at the Truth and Reconciliation Day.

There will be an open house at the Enderby & District Fire Hall on October 15 from 10 a.m. to 2 p.m.

RISE AND REPORT

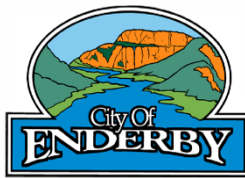
Moved by Councillor Davyduke, seconded by Councillor Baird

“That the Committee of the Whole rises and reports to council at 4:28 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, October 3, 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 – Kurt Inglis
Clerk-Secretary – Andraya Holmes

Other: Press and Public

APPROVAL OF AGENDA

The following late item was added to the agenda:

5.3 Community Emergency Preparedness Fund Grant Application

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT the October 3, 2022 Council Meeting agenda be approved as amended.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of September 19, 2022

Moved by Councillor Shishido, seconded by Councillor Baird
“THAT the September 19, 2022 Council Meeting minutes be adopted as circulated.”

CARRIED

PUBLIC HEARINGS

Temporary Use Permit Application #0007-22-TUP-END

The regular meeting gave way to the public hearing at 4:32 p.m.

The regular meeting re-convened at 4:43 p.m.

DEVELOPMENT MATTERS AND RELATED BYLAWS

Temporary Use Permit Application #0007-22-TUP-END

Moved by Councillor Schreiner, seconded by Councillor Baird

“THAT having considered the input of the Public Hearing, Council authorizes the issuance of a Temporary Use Permit for the property legally described as LOT 2 DISTRICT LOT 150 OSOYOOS DIVISION YALE DISTRICT PLAN 2189 and located at 1009 Belvedere Street to allow the placement of a temporary building/structure for office purposes, as shown on the attached Schedule ‘A’, for a three-year period from the date the permit is issued, subject to the following conditions:

- a) The temporary building/structure and its siting must be in compliance with the BC Building Code;*
- b) The dimensions and siting of the temporary building/structure shall be in general accordance with the attached Schedule ‘A’, subject to condition (a);*
- c) The applicant shall provide security in the form of an irrevocable letter of credit, or a cash deposit, in the amount equal to 120% of the estimated costs of removing, transporting and disposing of the temporary building from the subject property.”*

CARRIED

CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

BC Rural Health Network

Moved by Councillor Baird, seconded by Councillor Knust

“THAT the City of Enderby join the BC Rural Health Network”

CARRIED

Community Emergency Preparedness Fund Grant Application

Councillor Baird asked when the fire truck that is currently on order will arrive.

Chief Administrative Officer responded that the current estimate is about 15 months.

Councillor Knust asked if firefighters from the Enderby Fire Department will be responding to Provincial requests to respond in other parts of the Province.

Chief Administrative Officer responded that this is encouraged.

Moved by Councillor Case, seconded by Councillor Davyduke

“THAT Council supports a grant application to the Community Emergency Preparedness Fund for equipment to enhance the Enderby & District Fire Department’s structural and wildland interface firefighting capabilities;

AND THAT Council supports the City of Enderby providing overall grant management.”

CARRIED

REPORTS

Mayor and Council Reports

Councillor Baird

Will be attending a Library Board Meeting on Wednesday where the board will be interviewing applicants for a new Chief Executive Officer.

Attended a Rail Trail meeting on September 27. This was the first in-person meeting since the pandemic public health measures began. Discussed fundraising. To date, 14.2 million dollars have been raised for the Rail Trail, which includes the value of grants received. There will be changes to the Governance Advisory Committee with the upcoming elections and Councillor Baird is feeling optimistic for new momentum.

Councillor Shishido

Councillor Shishido reported that the water pressure in the fourth change room at the arena is inadequate when water is being used elsewhere in the facility. Asked if this is an issue that could be looked at by the Enderby & District Services Commission.

Chief Administrative Officer confirmed that this concern could be brought to the Commission.

Moved by Councillor Shishido, seconded by Councillor Davyduke
“THAT Council request the Enderby and District Services Commission to review plumbing improvements to improve water pressure in the Arena.”

CARRIED

Councillor Knust

Councillor Knust asked the Chief Administrative Officer for an update on the lights on the tree on Cliff Avenue.

Chief Administrative Officer responded that the broken branch has been pruned and that he has engaged with the contractor who works on the lights and that they are scheduled to be fixed by the Thanksgiving long weekend.

Councillor Knust reported that it is great to see the digital billboard working again and thanked staff for lighting the billboard, pier lights, and City Hall orange for Truth and Reconciliation Day.

Councillor Davyduke

Attended an interagency meeting at the end of September.

BGC Okanagan is starting up a program in the Enderby area again. Registration is online. There is a fee associated with the program but if cost is a concern this can be addressed.

There is a long waitlist with Turning Points for housing. Housing continues to be a big issue in the community.

Reported that there are many jobs on the board at WorkBC.

The pool and ball diamonds at Riverside Park are closed for the season but the arena is up and running and there is free public skating on many days of the week.

Accompanied her mother to a Chair Fitness program put on by Recreation Services and reported it was a great program and was well attended.

Councillor Baird asked if there is programming run by Recreation Services at Memorial Terrace.

Chief Administrative Officer responded that there have been programs run there in the past by Recreation Services. Recreation Services is looking for more instructors and has to make choices regarding programming based on staff capacity.

Councillor Davyduke suggested that it may be worthwhile to reach out to A.L. Fortune and see if there is interest from students to work as instructors.

Councillor Schreiner

Asked if there has been any follow-up from meetings attended by Council at UBCM.

Council discussed the meetings attended at UBCM and which ministers they would like to follow up with.

Councillor Case

Councillor Case reported that businesses that were open during the 75th Anniversary Event for Enderby Jewellers and the Enderby Lions Club benefitted from the event and there is desire to have more community events held downtown.

Councillor Baird

Asked if Council wants to go ahead with creating customized cards.

Councillor Baird will bring plans for the cards to the next Council meeting.

Mayor McCune

Asked for letters to be sent to both Area F Director Delisle and the outgoing gardening contractor to thank them for their service and contributions to the community.

Chief Administrative Officer Report

Reported that the Mill Avenue bus stop and shelter relocation is scheduled for mid-October.

The Utility Worker I position closes today for external applicants. There is a large volume of applicants and shortlisting will begin tomorrow.

Renewal of Diamonds 1 and 4, and the infield extension of Diamond 4 are nearing completion.

The gardening contract request for proposal has been posted and there will be advertising this week. There is an upcoming mandatory site meeting for potential contractors with the outgoing gardener.

The community marketing video request for information has been posted.

FireSmart mitigation works are proceeding. The Planner showed some photos of the works and explained how the work positively impacts wildfire resilience in some key wildland fire interface areas within the City.

Chief Administrative Officer reported that there is planning being done on the best way to repair the reservoir structure and that there will likely be a temporary fix completed for this winter, so that the structure could be removed and replaced.

PUBLIC QUESTION PERIOD

There were no questions from the public.

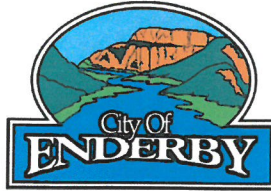
ADJOURNMENT

Moved by Councillor Knust, seconded by Councillor Davyduke
“THAT the regular meeting of October 3, 2022 adjourn at 5:46 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER



THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held via video conference on October 3, 2022 at 4:32 p.m. in Council Chambers.

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

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

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

Temporary Use Permit Application #0007-22-TUP-END

Legal: LOT 2 DISTRICT LOT 150 OSOYOOOS DIVISION YALE DISTICT PLAN 2189
Address: 1009 Belvedere Street, Enderby BC
Applicant: Mountain View Electric Ltd.
Owner: Mountain View Electric Ltd.

The Planner provided an overview of the background information related to the application.

There were no comments from the public.

There were no written submissions.

Mayor McCune asked the applicant if he would like to make representation.

Mr. Doorn explained that there is an opportunity for his business to employ more skilled technicians and that they have outgrown their current space. This temporary structure will be a new unit designed to fit in with the character of the surrounding neighbourhood and it will function as office space to allow the business to bring on new employees and retain staff in the community.

Councillor Knust asked if the plan is for expansion after the three-year temporary use permit is expired.

Mr. Doorn responded that they will see how things go over the next few years and that the temporary structure will give them the opportunity to create a long-term plan.

Mayor McCune made his closing statement and declared the Public Hearing closed at 4:43 p.m.

Pursuant to Section 465 (6) of the *Local Government Act*, I, Tate Bengtson, Corporate Officer, hereby certify this to be a fair and accurate report of the Public Hearing held on October 3, 2022.



Signature

Oct. 6/2022

Date

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CEO
Date: October 21, 2022
Subject: Report of Election Results

RECOMMENDATION

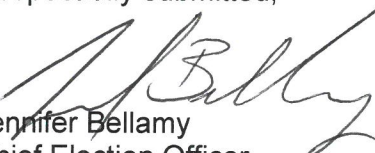
THAT Council receives and files this report for information.

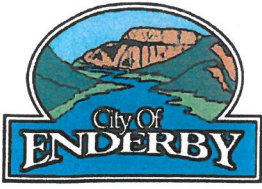
BACKGROUND

Section 158 of the *Local Government Act* requires the chief election officer to submit a report to Council within 30 days after the declaration of the official election results. This report must include a compilation of the ballot accounts.

Attached are the ballot accounts, along with the Declaration of Official Election Results for the 2022 General Local Elections.

Respectfully submitted,


Jennifer Bellamy
Chief Election Officer



Form No. 14-2
One Position
LGA s.146(2)(a)

CITY OF ENDERBY

DECLARATION OF OFFICIAL ELECTION RESULTS

GENERAL LOCAL ELECTION – 2022

MAYOR

I, Jennifer Bellamy, Chief Election Officer, do hereby declare elected,
Huck Galbraith, who received the highest number of valid votes
for the office of Mayor.

Dated at Enderby, BC
this 18th day of October, 2022.



Chief Election Officer



CITY OF ENDERBY


DETERMINATION OF OFFICIAL ELECTION RESULTS

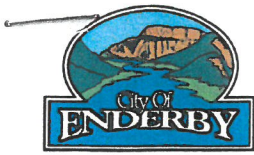
GENERAL LOCAL ELECTION – 2022

	GALBRAITH	MCCUNE
Advance Voting Opportunity: October 5, 2022 Enderby City Hall, 619 Cliff Avenue	45	51
Special Voting Opportunity: October 12, 2022 Parkview Place, 707 3rd Avenue		
General Voting: October 15, 2022 Enderby Seniors Centre, 1101 George Street	371	296
TOTAL NUMBER OF VOTES	416	347

Combined
- Under 25
ballots

This determination of official election results was made by the Chief Election Officer on October 18, 2022 and is based on ballot accounts as amended or prepared by the Chief Election Officer.


Chief Election Officer



CITY OF ENDERBY
BALLOT ACCOUNT

GENERAL VOTING OPPORTUNITY
ENDERBY CITY HALL, 619 CLIFF AVENUE
OCTOBER 15, 2022
MAYOR

Number of valid votes cast:

GALBRAITH, Huck	<u>371</u>
McCUNE, Greg	<u>296</u>
TOTAL:	<u>667</u>

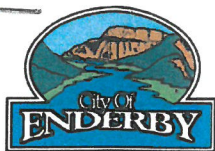
(1) Number of ballots received for use (see Note 1)		<u>750</u>
(2) Ballots without objection	<u>667</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>0</u>	
(4) Ballots rejected without objection	<u>5</u>	
(5) Ballots rejected subject to objection under LGA s.140	<u>0</u>	
(6) Spoiled ballots that were replaced under LGA s.128	<u>3</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>675</u>	
(8) Unused ballots (see Note 2)	<u>72</u>	
(9) Number of ballots not accounted for	<u>3</u>	
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>750</u>



Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.
Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)
Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)



CITY OF ENDERBY
BALLOT ACCOUNT

Special / ADVANCE VOTING OPPORTUNITY *- Under 25 @ special.*
ENDERBY CITY HALL, 619 CLIFF AVENUE
OCTOBER 5, 2022
MAYOR

Number of valid votes cast:

GALBRAITH, Huck	<u>45</u>
McCUNE, Greg	<u>51</u>
TOTAL:	<u>96</u>

(1) Number of ballots received for use (see Note 1)		<u>150</u>
(2) Ballots without objection	<u>96</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>0</u>	
(4) Ballots rejected without objection	<u>3</u>	
(5) Ballots rejected subject to objection under LGA s.140	<u>0</u>	
(6) Spoiled ballots that were replaced under LGA s.128	<u>1</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)		<u>100</u>
(8) Unused ballots (see Note 2)		<u>50</u>
(9) Number of ballots not accounted for		<u>0</u>
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>150</u>

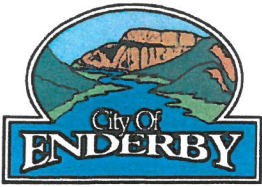
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CITY OF ENDERBY
DECLARATION OF OFFICIAL ELECTION RESULTS
GENERAL LOCAL ELECTION – 2022

COUNCILLOR

I, Jennifer Bellamy, Chief Election Officer, do hereby declare elected the following candidates, who received the highest number of valid votes for the office of Councillor.

1. Roxanne Davyduke
2. Shawn Shishido
3. Brian Schreiner
4. Tundra Baird
5. Sarah Yerhoff
6. David Ramey

Dated at Enderby, BC
this 18th day of October, 2022.



Chief Election Officer



CITY OF ENDERBY

DETERMINATION OF OFFICIAL ELECTION RESULTS

GENERAL LOCAL ELECTION – 2022

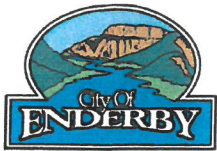
	BAIRD	CAMPBELL	DAVYDUKE	PELLETIER	RAMEY	SCHREINER	SHISHIDO	YERHOFF
Advance Voting Opportunity: October 5, 2022 Enderby City Hall, 619 Cliff Avenue	61	41	70	29	61	67	72	62
Special Voting Opportunity: October 12, 2022 Parkview Place, 707 3rd Avenue								
General Voting: October 15, 2022 Enderby Seniors Centre, 1101 George Street	445	336	538	230	339	446	484	431
TOTAL NUMBER OF VOTES	506	377	608	259	400	513	556	493

①

This determination of official election results was made by the Chief Election Officer on October 18, 2022 and is based on ballot accounts as amended or prepared by the Chief Election Officer.

① Combined - under 25 ballots


Chief Election Officer



**CITY OF ENDERBY
BALLOT ACCOUNT**

GENERAL VOTING OPPORTUNITY
ENDERBY CITY HALL, 619 CLIFF AVENUE
OCTOBER 15, 2022
COUNCILLOR

Number of valid votes cast:

BAIRD, Tundra	<u>445</u>
CAMPBELL, Steve	<u>336</u>
DAVYDUKE, Roxanne	<u>538</u>
PELLETIER, Blaise	<u>230</u>
RAMEY, David	<u>339</u>
SCHREINER, Brian	<u>446</u>
SHISHIDO, Shawn	<u>484</u>
YERHOFF, Sarah	<u>431</u>
TOTAL:	<u>3,249</u>

(1) Number of ballots received for use (see Note 1)		<u>750</u>
(2) Ballots without objection	<u>667</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>8</u>	
(4) Ballots rejected without objection	<u>6</u>	
(5) Ballots rejected subject to objection under LGA s.140	<u>8</u>	
(6) Spoiled ballots that were replaced under LGA s.128	<u>3</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>676</u>	
(8) Unused ballots (see Note 2)	<u>72</u>	
(9) Number of ballots not accounted for	<u>2</u>	
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>750</u>

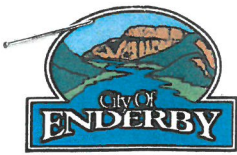
Presiding Election Official

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Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)



**CITY OF ENDERBY
BALLOT ACCOUNT**

Advance!

SPECIAL VOTING OPPORTUNITY
PARKVIEW PLACE, 707 3RD AVENUE
OCTOBER 12, 2022
COUNCILLOR

- Under 25 @ Special

Number of valid votes cast:

BAIRD, Tundra	<u>61</u>
CAMPBELL, Steve	<u>41</u>
DAVYDUKE, Roxanne	<u>70</u>
PELLETIER, Blaise	<u>29</u>
RAMEY, David	<u>61</u>
SCHREINER, Brian	<u>67</u>
SHISHIDO, Shawn	<u>72</u>
YERHOFF, Sarah	<u>62</u>
TOTAL:	<u>463</u>

(1) Number of ballots received for use (see Note 1)		<u>150</u>
(2) Ballots without objection	<u>96</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>0</u>	
(4) Ballots rejected without objection	<u>3</u>	
(5) Ballots rejected subject to objection under LGA s.140	<u>0</u>	
(6) Spoiled ballots that were replaced under LGA s.128	<u>1</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>100</u>	
(8) Unused ballots (see Note 2)	<u>5</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>150</u>

[Signature]
Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137)

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2022 **Month:** 09

Folder Type	2022 / 09		2021 / 09		2022 to 09		2021 to 09		
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	
ACCESSORY BUILDING	0	0	0	0	0	0	0	0	
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	
DEMOLITION	0	0	0	0	1	34,500	0	0	
END - ACCESSORY BUILDING	0	0	0	5	0	181,000	4	0	
END - COMMERCIAL BUILDING	0	0	0	0	0	0	2	0	
END - DEMOLITION	0	0	0	1	0	0	1	0	
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
END - MANUFACTURED HOME	0	0	0	0	0	0	2	2	
END - MODULAR HOME	0	0	0	0	0	0	1	1	
END - MULTI FAMILY DWELLING	0	0	1,467,783	12	1	754,432	3	12	
END - PLUMBING	0	0	0	0	1	500	0	0	
END - SIGN	0	0	0	0	0	0	0	0	
END - SINGLE FAMILY DWELLING	1	0	150,000	1	0	1,973,888	15	15	
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
INSTITUTIONAL	0	0	0	0	0	0	0	0	
MANUFACTURED HOME	0	0	0	0	0	0	0	0	
MODULAR HOME	0	0	0	0	0	0	0	0	
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	
OLD PIMS PERMITS	0	0	0	0	0	0	0	0	
PLUMBING	0	0	0	0	0	0	0	0	
POOL	0	0	0	0	0	0	0	0	
RETAINING WALL	0	0	0	0	0	0	0	0	
SIGN	0	0	0	0	0	0	0	0	
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0	
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0	
Report Totals	1	0	150,000	4	13	2,031,740	21	6	2,944,320
							28	30	10,601,121

AGENDA



VERNON NORTH OKANAGAN DETACHMENT

3rd Quarter (July to September) 2022

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 ~ 3rd Quarter 2022

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 July to September 2022 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

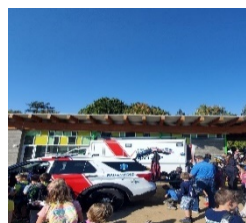


In July three Vernon North Okanagan RCMP officers took part in the Pulling Together Canoe Journey departing from Belvedere Park and paddling the Shuswap River to Mara Lake.



Our officers attended the Interior Provincial Exhibition in Armstrong patrolling the grounds and interacting with the fair-goers. Recruiting officers were also on site to provide information and answer questions about a potential career with the RCMP.

On September 27th we were happy to be able to host our Emergency Services Showcase in Polson Park with attendance from various RCMP specialized units, BC Emergency Health Services, Vernon Search and Rescue, Vernon Fire Rescue and the Vernon Community Safety Office. This event was well attended by hundreds of students from School District 22 who got a hands-on experience of equipment, vehicles, displays and demonstrations.



VERNON/COLDSTREAM

OPERATIONS

The table below highlights the total number of calls for service with Criminal Code offences and property crime extracted for the 3rd quarter as well as the cumulative number for year to date.

Category	Vernon				Coldstream				Vernon Rural			
	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021
Calls for Service	5,698	-1.2%	15,243	-2%	443	+15.6%	1,118	-13.3%	478	-11.9%	1,259	-9.6%
Criminal Code	1,646	+5.3%	4,540	+5.6%	111	0%	264	-2.9%	64	-16.8%	192	-18.2%
Property Offences	1,001	+2.6%	2,700	+3.3%	69	+16.9%	160	+8.8%	47	+20.5%	130	-4.4%

The below table indicates the total charges forwarded to Vernon Crown Counsel, total prisoners held in the Vernon cell block and 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	
	Q3	Year to Date
Charges Forwarded	513	1,556
Prisoners	339	947
PDS Interventions	7	39
SEPTA Files	243	718

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 total dispatch calls and total self-generated calls for the 3rd quarter of 2022 with a comparison for the previous year for the area of Vernon/Coldstream.

Vernon / Coldstream		
3 rd Quarter (July to September)		
2021	Dispatched Calls	5986
2022	Dispatched Calls	5877
2021	Self Generated Calls	886
2022	Self Generated Calls	742

FRONT LINE POLICING

Vernon

On July 17th police responded to a report of a disturbance near 15th Street and 30th Avenue. Upon attendance police determined that a Vernon bylaw officer had been assaulted with a weapon while conducting an investigation. A 38 year old Vernon man was arrested and has been charged with using a weapon in assaulting a Peace Officer. This matter is currently before the courts.

On July 24th frontline officers responded to a report of a weapons complaint in the 3700 block of 27th Avenue where an altercation had taken place between a woman and man. During the altercation a firearm was alleged to have been produced. The RCMP Southeast District Emergency Response Team and Police Dog Services assisted in trying to locate the suspect. A 47 year old Vernon man was later arrested and charged with assault, uttering a threat to cause bodily harm, pointing a firearm, possessing a weapon for a dangerous purpose and failing to comply with a court ordered condition. This matter is currently before the courts.

On August 5th frontline officers attended to a report of a serious collision on Highway 97 near Vimy Road involving multiple vehicles. A 65 year old Vancouver man and a 35 year old Vancouver woman tragically passed away as a result of this collision. BC Highway Patrol assumed conduct of the investigation.

On August 16th a frontline officer observed a vehicle driving erratically near 36A Street and 39th Avenue. Through investigation it was determined that the licence plate on the vehicle had been reported stolen from Calgary. The vehicle was stopped and the occupants were arrested . A further search of the vehicle located firearm parts and tools commonly used to break into vehicles. The occupants were held to appear in court. This file remains under investigation.

On August 20th police received a report of a suicidal man near Turtle Mountain Boulevard. Police were able to locate the man along a trail and spoke with him leading to his safe apprehension. He was taken to hospital for further assessment.

On September 3rd frontline officers attended a business in the 2900 block of 29th Avenue for a report that a man had pulled a knife on staff at the location. A suspect was identified and later arrested. During this arrest the man was found to be in possession of drugs. A 20 year old Vernon man has been charged with possessing a weapon for a dangerous purpose, two counts of failing to comply with a court ordered conditions and possessing a controlled substance. This matter is currently before the courts.

On September 19th police received a report of an alarm at a business in the 2400 block of 32nd Street. Upon attendance police learned that a woman had assaulted an employee after being confronted about stealing an item from the business. This woman also was reported to have tried to assault the employee with a weapon. A 27 year old Vernon woman was identified, arrested and held in custody for a later court appearance. She has been charged with assault with a weapon, assault, theft, possessing a weapon for a dangerous purpose and failing to comply with a court ordered condition. This matter is before the courts.

Enhanced Foot Patrols:

Throughout July, August and September frontline officers of the Vernon North Okanagan Detachment conducted week day foot patrols in the downtown area of Vernon. This included speaking with property owners, attending local businesses, speaking with the street entrenched population and enforcement.

Coldstream

On July 2nd police received a report that a man had obtained nude images of a woman at a residence in Coldstream. A Coldstream man was arrested and held in custody for a court hearing, he has been charged with secretly observing or recording nudity in a private place. Police continue to investigate this matter.

On July 6th frontline officers received a report of someone behaving erratically at a residence in the 500 block of Middleton Way. Through investigation it was determined that the man allegedly committed an assault with a weapon against other occupants of the residence. A 49 year old Coldstream man has been charged with assault and assault with a weapon. This matter is currently before the court.

On July 13th police received a report of a collision involving two vehicles at the intersection of Kalamalka Road and College Way. It was determined that one of the drivers turned into a vehicle that was proceeding through the intersection causing damage and minor injuries to a passenger. The driver of vehicle causing the collision was issued a violation ticket under the Motor Vehicle Act.

On July 18th frontline officers received a report of a disturbance between an employer and employee that had started at a worksite in the 500 block of Upland Drive. This disturbance led to an allegation that the employees had damaged a work vehicle after they pursued it. Police located, identified and spoke with all parties involved and have submitted the investigation to Crown counsel seeking charges.

On July 25th frontline officers received a report of a sexual assault that had occurred at Kalamalka Beach. Police attended and were able to identify a suspect who was arrested and released with a future court date. Charges were not approved by Crown.

On August 19th police received a request to assist Coldstream Fire Department with a wildfire in the 6100 block of Cosens Bay Road. Police attended and assisted with tactical evacuations and keeping boaters out of Cosens Bay. The cause of the fire was investigated and believed to be human caused however a suspect was unable to be identified.

On September 26th frontline officers were notified that a side by side had just been stolen near the 9700 block of School Road. Police were updated to the side by side's location which was abandoned after it was flipped. Police pursued a man on foot who, when police caught up to him, bear-sprayed one of the officers. Police were able to arrest the man who was held in custody to appear in court. A 28 year old Vernon man has been charged with theft of a motor vehicle, assaulting a police officer with a weapon and two counts of failing to comply with a court ordered condition. This matter is currently before the courts.

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 ongoing 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 as well as assisting with other complex investigations during this quarter. Some of the investigations past quarter the Serious Crime Unit conducted the following:

On July 18th Vernon SCU took conduct of an investigation into an arson that resulted in severe property damage to a multi-unit family dwelling. A suspect was identified, arrested and held in custody. A report to Crown Counsel was completed and charges were approved. The suspect remains in custody.

On August 5th Vernon SCU members assisted with an investigation into a fatal motor vehicle collision. Vernon SCU members attended the collision scene, obtained witness statements and attended the hospital to conduct follow up.

On September 18th Vernon SCU members assisted with an investigation regarding a male whom had been lit on fire and sustained serious burn injuries. Vernon SCU members conducted a neighbourhood canvass, interviewed witnesses, liaised with hospital staff and obtained medical records. The victim remains in hospital and the investigation remains ongoing.

On September 26th Vernon SCU took conduct of a shots fired investigation where multiple shots were fired at a detached residence on Cunningham Road in Vernon. Vernon SCU members conducted a neighbourhood canvass, obtained witness statements and recovered the vehicle used during the commission of the offence. This investigation remains ongoing.

On September 26, 2022 Vernon SCU members opened a Breach of Probation investigation after learning that a suspect had breached no contact conditions with a victim. Vernon SCU members completed a Report to Crown Counsel in which they recommended breach charges.

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.

SVU has been assisting with the homicide investigation of a Vernon teen that occurred in the United Kingdom in February. SVU liaised with the Essex Police, assisted with local investigative requests and supported the family of the victim. On October 10th the 23 year old man responsible for the murder was sentenced to life in prison.

Domestic Violence Unit (DVU)

With 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 continued to monitor and provide support for four ICAT files, assisted General Duty investigators with investigations involving offences against children, investigated sexual assaults and assisted an international agency with a child exploitation investigation.

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 online child sexual offences. 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. This quarter the Missing Person Coordinator attended a meeting with the Southeast District RCMP Missing Person Coordinator.

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.

Drug Section

During this quarter, Drug Section continued their investigation into a drug trafficking group.

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 biweekly 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.

In July investigators located a prohibited driver near a residence suspected of drug trafficking. The driver was arrested and is facing driving and weapons charges.

In July investigators conducted surveillance of a Prolific Offender during an exemption to his house arrest. He was found to breach his exemption conditions, was arrested and charges laid.

In August investigators followed up on a social media post of a suspect committing a theft from a vehicle. A Prolific Offender was identified, arrested and charged for theft and breach of condition offences.

In August investigators took conduct of a residential break and enter investigation and were able to identify a Prolific Offender responsible for committing the offence. The offender has been arrested and charged for this incident and a subsequent credit card fraud.

In September an investigator was patrolling an identified high crime area and observed a man wanted on a warrant who also has a history of drug trafficking. Following the arrest police located evidence of drug trafficking. The man has been charged with possession for the purpose of trafficking fentanyl, cocaine and hydromorephone.

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 17 Prolific Offenders identified for monitoring in the Vernon North Okanagan. Of those, 11 are currently in custody and six are not in custody. The six not in custody reside in Vernon.

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 38 warrants of arrest and recommended 11 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 with addiction. This pilot project is in the process of being brought to the communities of Enderby and Armstrong.

Month	Card given	Referral made	Video shown	Kit provided
July	47	5	2	67
August	51	4	0	79
September	18	1	2	41
Total (Quarter)	116	10	4	187
Year to Date	421	87	9	498

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 3rd quarter of 2022.

Category	Armstrong				Spallumcheen				Enderby			
	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021
Calls for Service	329	+18.3%	828	-0.7%	423	+1.4%	1095	+1.29%	704	+7.6%	1845	-0.2%
Criminal Code	92	+10.8%	277	+5.3%	101	+3%	275	+7.8%	215	+4.8%	589	+3.3%
Property Offences	34	+9.6%	129	+35.7%	44	+51.7%	117	+31.4%	56	-26.3%	186	+1.6%

Category	Falkland				Lumby				Westside			
	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021	Q3	(+/-) % 2021	Year to Date	(+/-) % 2021
Calls for Service	205	-23.2%	549	-5.6%	318	-23.9%	849	-17.6%	379	+2.9%	894	-8.4%
Criminal Code	41	-4.6%	114	+2.7%	115	+5.5%	263	-3.3%	113	+26.9%	252	-11.2%
Property Offences	16	-5.8%	42	+40%	48	-22.5%	99	-12.3%	49	+28.9%	110	+61.7%

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	
	Q3	Year to Date
Charges Forwarded	85	201
Prisoners	40	118
PDS Interventions	3	12

FRONT LINE POLICING

Armstrong

On July 14th police received a report of a theft from a business in the 2400 block of Pleasant Valley Boulevard. Through investigation a suspect was able to be identified and a warrant requested. A 40 year old Armstrong woman was later arrested and has been charged with theft under \$5000. This matter is currently before the courts.

On August 6th a frontline officer was patrolling Armstrong when they located an uninsured vehicle in the 2200 block of Oglow Drive. The driver admitted to driving without insurance. Through further investigation it was determined that the driver was also violating other Motor Vehicle Act laws. The driver was issued numerous tickets under the Motor Vehicle Act and their vehicle was towed.

On September 3rd police received a report that a man had been kidnapped after leaving the IPE in Armstrong. The victim reported that they departed the IPE and were walking on Okanagan Street when a vehicle pulled up and stopped behind them. The victim was assaulted before being forced into the vehicle and driven away and later dropped off in another town. Police continue to investigate.

Enderby

On July 31st frontline officers responded to a report of a trailer fire in the 3500 block of Enderby Mabel Lake Road. Police and ambulance attended where a witness had been providing first aid to the trailers occupant. A 50 year old Lake Country woman was transported by ambulance for further medical treatment but sadly passed away. Criminality is not suspected in the woman's death.

On August 13th police responded to a weapons complaint in the 400 block of Howard Avenue. Police attended and were able to safely take a suspect into custody and later located the suspected weapon involved. A 39 year old Enderby woman was later issued a Peace Bond through court.

On September 13th police responded to a report of a theft and assault that had occurred at a business in the 1000 block of George Street. An employee of the business confronted the suspect after the alleged theft at which time they were assaulted. Police were able to locate the suspect who was arrested and released on a future court date with police imposed conditions. This investigation has been submitted to Crown counsel seeking charges.

On September 25th frontline officers attended a residence in Enderby for a report of a 72 year old deceased woman found inside. It is believed that the woman's death is suspicious and the investigation has been assumed by the Southeast District Major Crime Unit.

Falkland

On July 17th police received a report of a collision near Highway 97 and Buff Frontage Road. The collision was reported to have occurred as a result of a driving disagreement between a motorcycle and pickup

truck leading to the motorcycle operator losing control of their vehicle and crashing causing injuries to the motorcycles passenger. Police are continuing to investigate.

On August 22nd police received a report of a break and enter that had occurred at a business in the 5700 block of Highway 97 in the early morning hours. The front glass door of the business had been smashed and items taken from inside. A suspect was unable to be identified.

On September 13th frontline officers received a report that a suspect that had broken into a residence in the 3000 block of Yankee Flats Road had been located was being detained by witnesses. Police attended and arrested a man who was found to be in possession of stolen property taken from the residence. A 51 year old Salmon Arm man has been charged with break and enter, possession of stolen property and obstructing a peace officer.

Lumby

On August 5th police received a report of someone asleep in a vehicle in the 2200 block of Cedar Ridge Street. Police attended and recognized that person sitting in the drivers seat was a prohibited driver. The driver attempted to flee in the vehicle but was able to be arrested after they were brought out and attempted to flee again on foot. The passenger of the vehicle was also arrested. Further investigation determined the vehicle was stolen, located drugs and located unlawfully possessed identification. The driver, a 43 year old Coldstream man, has been charged with possession of stolen property, two counts of dangerous operation of a motor vehicle, resisting arrest, failing to comply with a court ordered condition, unlawfully possessing an identity document and possession of a controlled substance. The passenger, a 30 year old Spallumcheen woman, was charged with possession of stolen property and unlawful possession of an identity document. This matter is currently before the courts.

On August 21st frontline officers attended a recreational site in the 400 block of Sugar Lake Road looking for a suspect in an ongoing investigation. Upon attendance police encountered the man who was in possession of a firearm. The area was contained with police called in additional resources including the RCMP Southeast District Emergency Response Team. The man, a 34 year old Vernon man, later surrendered to police and was taken into custody without incident for a later court appearance.

On September 23rd a frontline officer was investigating a report from a homeowner that there were people at their residence who were not supposed to be in the 2200 block of Cedar Ridge Street. Police attended the property and located a man and woman leaving the area who were identified as the suspects. The officer detained the pair but was assaulted while trying to arrest one of the suspects. A man and woman were arrested and the man held in custody to appear in court at a later date. A 34 year old Vernon man was charged with assaulting a peace officer and resisting a peace officer in the execution of their duties. Police continue to investigate this matter.

Spallumcheen

On July 12th police responded to a report of a collision at the interchange of Highway 97 and Highway 97A. Through investigation it was determined that a pickup truck travelling on Highway 97 veered into oncoming traffic striking two vehicles before colliding with a dump truck. Sadly the driver of the pickup truck, a 69 year old Enderby man, was pronounced deceased. The highway was closed while police investigated the collision. Criminality is not believed to be the cause of the collision at this time.

On July 27th a frontline officer was conducting enforcement near Otter Lake Cross Road and Serene Drive when they observed a vehicle driving at a high rate of speed. This was stopped and through

further investigation it was determined that the occupant was driving while prohibited. The driver was provided a future court date and their vehicle impounded.

On August 3rd police responded to a report of an assault that had occurred in the 1700 block of Rashdale Road regarding a disagreement between two parties. A suspect was arrested and later released on a future court date with police imposed conditions. This file remains under investigation.

Westside

On August 8th frontline officers received a report of a hit and run collision that had occurred on Westside Road near Logans Landing. The caller reported that their vehicle was travelling on Westside Road when it was struck from behind by another vehicle. Both vehicles stopped and before police arrived the vehicle that had caused the collision, who was believed to be intoxicated, departed at a high rate of speed. Police were able to later identify the owner of the vehicle who was served with a violation ticket under the Motor Vehicle Act.

On August 9th police were conducting proactive patrols on Okanagan Lake checking vessels for compliance. During a safety check of ones of the vessels investigators detected possible signs and symptoms of alcohol impairment from the operator. The operator was read a demand to provide a sample of this breath and refused. The operator was arrested and the boat towed to shore. The operator was released from custody with a future court date. This file remains under investigation.

On September 23rd a frontline officer was travelling northbound on Westside Road when a vehicle was observed driving erratically heading southbound. The officer was able to stop the vehicle and identified the driver was a suspect in an earlier assault from Vernon. While attempting to arrest the man he resisted before the officer was able to gain control and get him handcuffed. The man was later released on a future court date. This file remains under investigation.

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.

The Rural General Investigation Section continued to work on investigations, follow up and disclosure related to two discharging firearms investigations from the spring and a breach of probation investigation.

TRAFFIC ENFORCEMENT

North Okanagan Rural

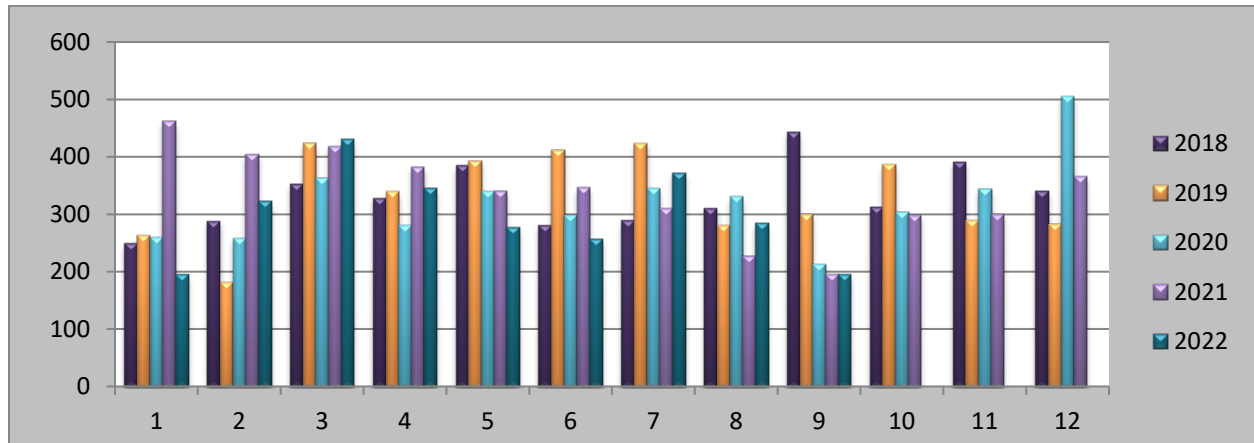
- Road Check Stops: 4
- Impaired Drivers taken off the road by way of suspension or charge: 8
- Distracted Driver Charge: 0

Area	Violation Ticket	Warning	Year to Date
Armstrong	67	34	123 (VT) / 95 (Warn)
Enderby	21	16	61 (VT) / 42 (Warn)
Falkland	18	12	42 (VT) / 37 (Warn)
Lumby	46	76	104 (VT) / 237 (Warn)
Spallumcheen	180	26	338 (VT) / 64 (Warn)
Westside	16	19	35 (VT) / 55 (Warn)

Vernon/Coldstream

- Road Check Stops: 1
- Impaired Drivers taken off the road by way of suspension or charge: 36
- Distracted Driver Charge: 4

Area	Violation Ticket	Warning	Year to Date
Vernon	328	335	996 (VT) / 1165 (Warn)
Coldstream	51	72	141 (VT) / 266 (Warn)
Vernon Rural	29	3	48 (VT) / 17 (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 who is currently in Ottawa training). During the third quarter, IFIS provided investigative assistance for 50 files, identified 19 fingerprints and supplied 5 preliminary associations. As well IFIS collected 60 friction ridge impressions 68 DNA swabs and 1 other type of physical evidence.

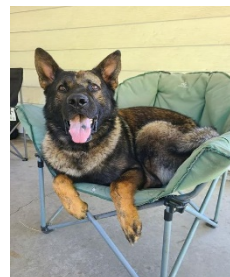
Call for Service	Vernon/Coldstream	North Rural
Break and Enter	13	-
Theft over \$5000	0	-
Theft under \$5000	1	-
Theft from Vehicle	5	-
Theft of Vehicle	8	2
Mischief	3	-
Possession of Stolen Property	1	-
Homicide	-	1
Robbery	-	-
Firearms Offences	3	1
Assault	3	-
Arson	2	-
Drug Offences	1	-
Other offences	6	-
Total	46	4

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. Recently Hawkes retired! His handler is currently in Innisfail Alberta working on training his new police service dog. Over the past quarter, these valuable teams provided assistance to the frontline, conducting tracks for suspects and searching for items. With Hawkes's absence police service dog Luger assisted with his handler from Penticton. In total, PDS had 10 calls for service. This quarter PDS assisted with break and enter, robbery, theft of motor vehicle, assault and a missing person investigation. PDS also attended the Emergency Service Showcase putting on practical demonstrations.



RESERVE CONSTABLE PROGRAM

Currently, the Reserve Constables program at the Vernon North Okanagan detachment has five 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	Year to Date
Vernon	19	99	64	72 Patrols / 369 VT / 185 Warn
Coldstream	18	42	26	67 Patrols / 130 VT / 186 Warn

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 the summer months (July and August) Constable Horne worked in a General Duty capacity. Upon the return to school in September Constable Horne has attended schools in School District 22 to re-engage with staff and students and start planning upcoming events including the Jean Minguy RCMP Memorial Youth Academy.



COMMUNITY POLICING

Community Safety Office

The volunteers of the Community Safety Office assisted 1072 members of the public, fielded 196 phone calls and returned 290 Police Information Checks. The following programs and initiatives were undertaken during this quarter:

- A total of 430.5 hours were undertaken by volunteers between July and September 2022.
- A total of 1072 entries were made into the pawn program data base as part of Operation Cat's Paw.
- The Folks on Spokes Clean and Ambassador Teams remained busy. The Folks on Spokes Peer Ambassadors worked on reducing litter, debris and drug paraphernalia in the downtown core.

- The Anti Tag Team wrapped up for the year in August. Many property owners remediated their property or used the services of the Anti-Tag Team.
- Discussions are ongoing with the business community regarding safety, security and theft prevention.

Community education included pedestrian safety, online safety and etiquette, bike safety and drug awareness. These workshops were provided to pre-school, elementary school and the Thompson Okanagan Football Association boys and girls teams. Five Crime Prevention Through Environmental Design Audits were requested by victim's assistance and one as a result of a break and enter.

Vernon RCMP Volunteers

During this past quarter, the 30 volunteers participated in 2113 hours of service with the Vernon RCMP Volunteer Program. The volunteers drove 3496 kilometers, worked 53 vehicle patrol shifts and conducted 33 speed watch operations, targeting 8624 vehicles to slow down. In addition, volunteers completed 10 cell watch deployments and 15 marine vessel safety pre-check and invasive mussel operations checking at total of 136 vessels. Vernon RCMP Volunteers also assisted with the Sun Valley Cruise-In, DVA Move Night in Polson Park and the E Division Charity Golf Tournament. At the end of September four volunteer trainees took part in the Core Volunteer Training Program over six nights.

VICTIM SERVICES

On March 1st Archway Society was awarded a contract for taking over the role of Victim Services for the Vernon North Okanagan Detachments. Currently there are two Victim Services employees working from the Lumby Detachment with one more position in the process of being filled. Victim Services continue to be supported by Kamloops and Archway's community based victim services. There are currently 84 active Block Watches in Vernon.

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 Splat's in First Nation and 1 Okanagan Indian Band (OKIB).

Funded Levels

As of Sept 30th, 2022, the Vernon North Okanagan Detachment billed 55.21 City of Vernon; 27.07 Provincial; 3.00 City of Armstrong; 6.94 District of Coldstream; 4 Township of Spallumcheen, 1 Splat's in First Nation and 1 Okanagan Indian Band (OKIB).

QUARTERLY STATISTICS

The following pages contain the police statistics for the 3rd quarter of 2022, July to September, 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.

3 rd Quarter Statistics- City of Vernon						
ACTIVITY TYPE	July 2021	July 2022	Aug 2021	Aug 2022	Sep 2021	Sep 2022
Total Files	1,899	1,997	1,862	1,820	1,823	1,637
Robbery	2	3	3	5	-	4
Assault (Includes DV)	38	52	41	72	49	46
Domestic Violence	4	12	7	15	12	10
Sex Offence	9	9	6	8	8	6
B&E Residence	5	6	13	10	6	8
B&E Commercial	5	13	11	10	34	7
Theft of Vehicle	9	15	11	12	22	13
Theft From Vehicle	33	50	62	65	43	48
Theft Over \$5000	5	4	2	3	5	4
Theft Under \$5000	90	111	78	92	72	106
Drug Offence	34	22	34	17	29	17
Liquor Offences	26	16	20	10	16	17
Impaired Driving	8	6	7	16	6	7
24 Hour Driving Suspension	5	2	10	5	3	7
Motor Vehicle Accidents	43	34	46	49	45	40

3 rd Quarter Statistics – Vernon Rural						
ACTIVITY TYPE	July 2021	July 2022	Aug 2021	Aug 2022	Sep 2021	Sep 2022
Total Files	193	136	159	151	128	142
Robbery	-	-	-	-	-	-
Assault (Includes DV)	4	2	4	1	7	3
Domestic Violence	2	1	-	1	2	2
Sex Offence	1	-	-	-	-	-
B&E Residence	-	-	-	1	1	-
B&E Commercial	2	1	-	-	-	-
Theft of Vehicle	1	2	3	1	2	-
Theft From Vehicle	2	1	2	1	2	3
Theft Over \$5000	-	1	-	-	-	-
Theft Under \$5000	-	4	2	-	-	2
Drug Offence	-	-	-	1	1	-
Liquor Offences	-	2	2	2	1	-
Impaired Driving	1	1	1	2	-	-
24 Hour Driving Suspension	-	1	1	-	-	-
Motor Vehicle Accidents	7	8	7	6	1	4

3 rd Quarter Statistics – Silver Star						
ACTIVITY TYPE	July 2021	July 2022	Aug 2021	Aug 2022	Sep 2021	Sep 2022
Total Files	9	9	7	4	6	5
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	-	-	-	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	1
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	-	1	-	-
Theft From Vehicle	1	1	1	1	-	-
Theft Over \$5000	-	-	-	1	-	-
Theft Under \$5000	2	-	-	-	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	-	-	-	-	-	-

3 rd Quarter Statistics – District of Coldstream						
ACTIVITY TYPE	July 2021	July 2022	Aug 2021	Aug 2022	Sep 2021	Sep 2022
Total Files	201	155	149	164	150	116
Robbery	-	1	-	-	-	-
Assault (Includes DV)	7	4	3	4	4	3
Domestic Violence	-	2	2	1	1	-
Sex Offence	1	2	1	1	1	1
B&E Residence	2	1	1	-	2	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	1	-	-	2	2	1
Theft From Vehicle	6	-	5	19	3	2
Theft Over \$5000	1	-	1	-	-	-
Theft Under \$5000	2	3	1	5	2	7
Drug Offence	1	-	-	-	1	-
Liquor Offences	3	4	-	1	1	-
Impaired Driving	2	1	2	1	3	-
24 Hour Driving Suspension	-	-	-	-	2	-
Motor Vehicle Accidents	3	2	8	3	3	3

3rd Quarter Statistics – City of Armstrong NR4100 and NR4101

ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	92	102	88	110	81	112
Robbery	-	-	-	-	-	-
Assault (includes DV)	3	2	1	3	3	3
Domestic Violence	-	1	-	1	-	1
Sex Offence	-	-	-	1	-	1
B&E Residence	1	-	-	-	1	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	1	1	-	1	1	1
Theft From Vehicle	1	2	4	-	1	3
Theft Over \$5000	-	-	-	1	-	-
Theft Under \$5000	1	3	7	3	1	5
Drug Offence	-	-	-	-	-	1
Liquor Offences	2	-	2	1	-	4
Impaired Driving	1	-	-	-	1	-
24 Hour Driving Suspension	2	1	-	1	-	-
Motor Vehicle Accidents	1	-	-	-	1	2

3rd Quarter Statistics – Spallumcheen NR4200

ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	146	123	136	161	110	113
Robbery	-	-	-	-	-	-
Assault (Includes DV)	6	5	4	7	3	1
Domestic Violence	1	1	1	2	1	1
Sex Offence	-	-	-	1	-	-
B&E Residence	2	-	2	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	2	-	-	3	2	1
Theft From Vehicle	1	-	2	1	-	1
Theft Over \$5000	-	1	-	2	-	1
Theft Under \$5000	1	4	5	1	1	1
Drug Offence	1	-	-	-	-	-
Liquor Offences	-	1	-	1	1	-
Impaired Driving	2	1	1	1	-	1
24 Hour Driving Suspension	2	-	1	1	-	-
Motor Vehicle Accidents	8	2	9	2	6	-

3 rd Quarter Statistics – City of Enderby NR1200 and NR1201						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	121	146	72	107	83	94
Robbery	-	-	-	-	1	-
Assault (Includes DV)	2	4	1	4	2	4
Domestic Violence	-	1	-	-	-	1
Sex Offence	-	-	-	1	-	1
B&E Residence	-	-	1	-	-	-
B&E Commercial	1	-	1	-	1	-
Theft of Vehicle	-	-	2	-	-	1
Theft From Vehicle	3	-	2	2	1	3
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	4	3	2	2	3	2
Drug Offence	1	1	-	-	-	-
Liquor Offences	4	1	3	1	1	2
Impaired Driving	1	-	-	-	-	1
24 Hour Driving Suspension	1	1	-	-	-	-
Motor Vehicle Accidents	6	1	1	-	4	2

3 rd Quarter Statistics – Enderby Rural NR1202 to NR1204						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	94	76	73	97	70	65
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	2	3	6	3	2
Domestic Violence	-	1	-	2	-	1
Sex Offence	-	1	-	1	-	-
B&E Residence	-	-	-	1	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	1	-	1	-	2	-
Theft From Vehicle	1	-	1	1	-	-
Theft Over \$5000	2	2	-	-	-	-
Theft Under \$5000	2	1	3	1	1	1
Drug Offence	-	-	-	1	-	1
Liquor Offences	-	-	-	1	-	1
Impaired Driving	3	-	-	-	1	-
24 Hour Driving Suspension	1	-	-	1	-	-
Motor Vehicle Accidents	3	1	4	1	6	2

3 rd Quarter Statistics – Village of Falkland NR1300 and NR1301						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	18	16	19	15	14	6
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	-	-	1	-	-
Domestic Violence	-	-	-	1	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	1	-	-	-
B&E Commercial	-	-	2	1	-	-
Theft of Vehicle	-	1	-	-	-	-
Theft From Vehicle	-	1	-	-	-	-
Theft Over \$5000	-	-	1	-	-	-
Theft Under \$5000	-	-	1	-	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	1	-	-	-	-	1
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	2	-	-	1	-	-

3 rd Quarter Statistics – Falkland Rural NR1302 and NR1303						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	99	55	65	58	40	50
Robbery	-	-	-	-	-	-
Assault (Includes DV)	3	1	-	1	-	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	1	1
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	1	1	2	1	-	1
Theft From Vehicle	-	-	1	-	1	-
Theft Over \$5000	1	-	-	-	1	-
Theft Under \$5000	-	-	2	-	-	2
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	1	-	-	-
Motor Vehicle Accidents	5	-	5	-	2	1

3 rd Quarter Statistics – Village of Lumby NR1400 and NR1401						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	68	41	43	47	52	49
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	4	2	-	5
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	-	1	-	-	-
B&E Commercial	1	-	-	-	-	-
Theft of Vehicle	1	-	2	-	2	2
Theft From Vehicle	1	1	4	1	1	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	1	1	-	-	3
Drug Offence	-	-	-	1	-	-
Liquor Offences	-	-	1	-	-	-
Impaired Driving	-	-	-	-	-	1
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	-	-	-	1	1	-

3 rd Quarter Statistics – Lumby Rural NR1402 and NR1403						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	81	72	82	55	69	46
Robbery	-	-	-	1	-	-
Assault (Includes DV)	4	5	2	2	1	1
Domestic Violence	-	4	-	-	-	-
Sex Offence	-	1	-	-	-	1
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	2	-	-	-
Theft of Vehicle	3	2	2	-	-	-
Theft From Vehicle	1	-	-	-	-	1
Theft Over \$5000	2	-	-	-	2	-
Theft Under \$5000	1	3	-	2	-	1
Drug Offence	2	-	-	-	2	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	1	-	-	-
24 Hour Driving Suspension	-	-	1	-	-	-
Motor Vehicle Accidents	5	-	5	1	6	1

3 rd Quarter Statistics – OKIB NR8000, NR8001, NR8101, NR8102						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	76	86	62	80	47	65
Robbery	-	-	-	-	-	-
Assault (Includes DV)	4	4	3	2	1	1
Domestic Violence	-	2	-	2	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	-	2	-	3	-
B&E Commercial	-	-	-	1	-	-
Theft of Vehicle	-	1	-	1	-	-
Theft From Vehicle	1	1	-	1	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	3	-	3
Drug Offence	-	1	-	-	-	-
Liquor Offences	1	-	-	-	-	-
Impaired Driving	-	-	1	1	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	2	-	1	1	1	-

3 rd Quarter Statistics – Splatsin NR8100 and NR8200						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	59	47	36	53	60	40
Robbery	-	-	-	-	-	-
Assault (Includes DV)	7	-	2	2	3	1
Domestic Violence	-	-	-	-	-	1
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	2	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	1	1	-	-	1	-
Theft From Vehicle	1	-	-	1	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	1	-	1	1	3
Drug Offence	1	1	-	2	-	3
Liquor Offences	-	-	1	-	1	-
Impaired Driving	-	2	-	1	-	-
24 Hour Driving Suspension	1	-	-	-	1	-
Motor Vehicle Accidents	2	1	1	1	2	1

3 rd Quarter Statistics – Westside Road NR1000						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	69	63	55	56	67	42
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	1	3	-	-	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	2	1	1	-	3	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	1	-	-	6	-
Theft From Vehicle	1	2	-	-	-	-
Theft Over \$5000	-	2	-	-	1	-
Theft Under \$5000	2	-	-	-	2	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	6	1	-	-	3	-

3 rd Quarter Statistics – Spallumcheen Hwy 97/97A						
ACTIVITY TYPE	July 2021	July 2022	August 2021	August 2022	Sept 2021	Sept 2022
Total Files	36	16	26	27	20	15
Impaired Driving	-	-	-	-	-	-
24 Hour Suspension	1	-	1	-	-	-
Drug Offences	1	-	-	-	-	-
Motor Vehicle Accidents	-	-	2	2	-	1
Collision over \$10000	-	-	-	2	-	1
Collision non-fatal injury	2	1	1	1	1	1
Collision Fatal	-	1	-	-	-	-
Traffic moving offences	24	13	19	23	13	17
Liquor Offences	-	-	-	-	-	-

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: October 20, 2022
Subject: Council Appointments

RECOMMENDATION

THAT Council makes appointments for the following director, member, or delegate roles:

- The City of Enderby Municipal Director to the Regional District of North Okanagan pursuant to s. 198 of the Local Government Act;
- The City of Enderby Alternate Municipal Director to the Regional District of North Okanagan pursuant to s. 200 of the Local Government Act;
- The Regional District of North Okanagan Regional Growth Management Advisory Committee Representative and Alternate;
- Two members to serve on the Enderby & District Services Commission pursuant to Section 12 of The Corporation of the City of Enderby Service Extension and Commission Delegation Bylaw, No. 1446, 2009;
- One member and one alternate to serve on the Okanagan Regional Library Board;
- One member to serve on the Enderby & District Heritage Commission;
- One member to serve on the Shuswap-North Okanagan Rail Trail Governance Advisory Committee;
- Two members to serve on the Enderby-Splatsin Joint Committee; and
- One Voting Delegate and two Alternates to the Municipal Insurance Association of BC

AND THAT Council appoints the Area F Director and Alternate Director to the Enderby & District Services Commission pursuant to Section 12 of The Corporation of the City of Enderby Service Extension and Commission Delegation Bylaw, No. 1446, 2009.

AND FURTHER THAT Council makes appointments for the following liaison roles:

- The Enderby & District Arts Council;
- Enderby & District Museum Society;
- Feed Enderby & District (Food Bank) and Food Action Committee for Today and Tomorrow (FACT);
- Enderby & District Community Resource Centre Early Years; and
- Interagency Group

BACKGROUND

The above appointments need to be made for the new term by Mayor and Council, further to various statutory and bylaw requirements, as well as past practices with respect to community group liaisons.

At any time, Council may appoint liaisons to other groups as it sees fit or upon request. These appointments are in addition to the Mayor's authority to appoint to portfolios and standing committees, and Council's authority to appoint to select committees, commissions, advisory bodies, and other entities.

Please note that there may be additional requests for appointments that Mayor and Council will need to consider in the future.

Respectfully submitted,



Tate Bengtson
Chief Administrative Office

EXCERPTS from the Local Government Act

Appointment and term of office for municipal directors

198 (1) After the first appointment under section 41 (2) (e) [*first board for regional district*], each municipal director is to be appointed at pleasure by the council from among its members.

(2) The term of office of a municipal director

(a) begins when the person takes office in accordance with section 202

(3) [*oath or affirmation of office*], and

(b) continues until the earliest of the following:

(i) another director taking office in the original director's place;

(ii) the director ceasing to be a member of the council before the next general local election;

(iii) November 30 in the year of a general local election.

Alternate directors: municipalities

200 (1) The council of a municipality may appoint a council member as an alternate director.

(2) The alternate director may take the place of, vote and generally act in all matters for an absent municipal director, including a matter delegated to that director by the board.

(3) If there is more than one municipal director, the authority under subsection

(1) may be exercised either

(a) by specifying, for each municipal director, the council member who is the alternate director for that municipal director, or

(b) by appointing a number of alternate directors and establishing a system to determine which alternate director is to act in the place of any absent municipal director.

(4) As a restriction on subsection (3) (b), at any one time, an alternate director may act in place of only a single municipal director.

(5) If the council appoints an alternate director, the municipal corporate officer must notify the regional district corporate officer of the appointment in writing.

(6) An alternate director holds office as alternate director until another council member is appointed as a replacement and the regional district corporate officer has been notified of the new appointment.

(7) If the seat of a municipal director becomes vacant through resignation, disqualification or death, the alternate director appointed under subsection (1) becomes the municipal director in place of the director whose seat became vacant until a new director is appointed.

EXCERPTS FROM Service Extension and Commission Delegation Bylaw, No. 1446, 2009

Composition of Commission

11. The Commission is comprised of four members, including two members of Council, the Director for Electoral Area F of the RDNO, and the Alternate Director for Electoral Area "F".

Method of Appointment

12. All members are appointed to the Commission by Council.
13. Council may replace its own members on the Commission at any time with other members of Council. Council may not remove the Electoral Area "F" Director or Alternate Director from the Commission.

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: October 20, 2022
Subject: Regular Meeting Schedule for 2023

RECOMMENDATION

THAT Council approves the Notice of 2023 Regular Council Meetings schedule;

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

BACKGROUND

Each year, Council must approve a schedule of its regular meetings and give notice to the public of that approval by means of local media and the City's Public Notice Posting Place.

The requirements are outlined in section 127(1) of the *Community Charter* and section 6 of the City of Enderby Council Procedure Bylaw No. 1732, 2021 ("the Council Procedure Bylaw").

The schedule was determined on the basis of the below provisions from section 5 of the Council Procedure Bylaw:

- (2) Regular Council meetings must:
 - (a) be held on the first and third Monday of each month during February, March, April, May, June, September, October, November and December;
 - (b) be held on the third Monday of January, July and August;
 - (c) begin at 4:30 p.m.;
 - (d) be adjourned at 7:00 p.m. on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with this Bylaw;
 - (e) when such meeting falls on a statutory holiday, be held on the next day City Hall is open which is not a statutory holiday; and
 - (f) only be held on the first Monday of the month in October of a general election year.

Two matters which affect the 2023 schedule are the coincidence of the Union of British Columbia Municipalities convention with the third week in September (this meeting has been cancelled) and the occurrence of Truth and Reconciliation Day on a Saturday, which pushes a statutory holiday to Monday (this meeting has been set to Tuesday in accordance with 2(e) from the Council Procedure Bylaw.

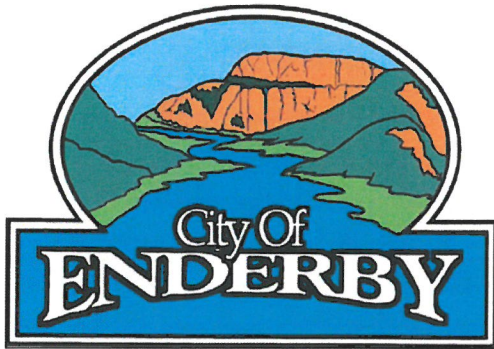
Attached is the City's Notice of 2023 Regular Council Meetings.

Notwithstanding the Regular Council Meeting schedule, Council may also arrange for a special meeting should a need arise.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



619 Cliff Avenue
Enderby, BC
VOE 1V0

Phone: 250-838-7230

Fax: 250-838-6007

Email: info@cityofenderby.com

Website: www.cityofenderby.com

NOTICE OF 2023 REGULAR COUNCIL MEETINGS

Regular Council Meetings are held at 4:30 p.m. on the dates specified below.

Meetings are held in the City of Enderby Council Chambers located at 619 Cliff Avenue, Enderby BC and may be conducted by electronic or other communication facilities in accordance with section 5 of the City of Enderby Council Procedure Bylaw No. 1732, 2021.

January 16
February 6
February 21 (Tuesday; Family Day)
March 6
March 20
April 3
April 17
May 1
May 15
June 5
June 19

July 17
August 21
September 5 (Tuesday; Labour Day)
No second meeting in September (UBCM)
October 3 (Tuesday; Truth and Reconciliation Day)
October 16
November 6
November 20
December 4
December 18

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: October 20, 2022
Subject: Acting Mayor Schedule November 2022 through December 2023

RECOMMENDATION

THAT Council adopts the Acting Mayor Schedule for November 2022 through December 2023;
AND THAT Council designates the following order of succession for Acting Mayors:

- Councillor Baird
- Councillor Davyduke
- Councillor Schreiner
- Councillor Shishido
- Councillor Ramey
- Councillor Yerhoff

BACKGROUND

Section 130 of the Community Charter requires that Council designate an Acting Mayor from amongst its members. The Acting Mayor is responsible for acting in the place of the Mayor when the Mayor is absent or unable to act, or when the office of Mayor is vacant. The Acting Mayor has the same powers and duties as the Mayor in relation to the applicable matter.

The Acting Mayor role is designated on a rotating basis for short-term absences pursuant to section 10(1) of the City of Enderby Council Procedure Bylaw No. 1732, 2021 (“the Council Procedure Bylaw”). In the event of a foreseeable absence greater than 90 days or when the office of Mayor becomes vacant, Council would elect a non-rotating Acting Mayor by ballot from amongst its members pursuant to section 10(2) of the Council Procedure Bylaw.

The below Acting Mayor schedule is proposed for discussion. Councillors may adjust this schedule in accordance with their individual schedules during the meeting.

Period	Councillor
November	Baird
December	Davyduke
January	Schreiner

Period	Councillor
February	Shishido
March	Ramey
April	Yerhoff
May	Baird
June 1-15	Davyduke
June 16-30	Schreiner
July 1-15	Shishido
July 16-31	Ramey
August 1-15	Yerhoff
August 16-31	Baird
September 1-15	Davyduke
September 16-30	Schreiner
October	Shishido
November	Ramey
December	Yerhoff

In the event that both the Mayor and Acting Mayor are absent or unable to act, a rolling order of succession has been specified based on the length of tenure of the elected official and then alphabetically by last name. For the new Council, the rolling order of succession would be as follows:

- Councillor Baird
- Councillor Davyduke
- Councillor Schreiner
- Councillor Shishido
- Councillor Ramey
- Councillor Yerhoff

Under the rolling order of succession, for example, if Councillor Shishido is the designated Acting Mayor but is unable or unavailable to perform that role, Councillor Ramey would be the next in the order of succession and would assume the Acting Mayor role, then Councillor Yerhoff, then Councillor Baird, and so on.

Respectfully submitted,

Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: October 24, 2022
Subject: Appointment of Credit Union Signatory

RECOMMENDATION

THAT Council authorizes _____ to be added as a signatory for the General, Cemetery Care Fund, and Cemetery Donations Accounts in the name of The Corporation of the City of Enderby currently held at Enderby & District Financial;

AND THAT former Mayor Greg McCune be removed as a signatory for the General, Cemetery Care Fund, and Cemetery Donations Accounts in the name of The Corporation of the City of Enderby currently held at Enderby & District Financial.

BACKGROUND

Financial transactions, including cheque signing, requires two signatures. While the Chief Administrative Officer and the Chief Financial Officer are both signatories, a third signatory is needed to ensure there is adequate signing authority during periods where a staff member is unavailable to sign (such as during vacation) and a financial transaction must occur during this time. This is a rare occurrence and may only be needed a couple times a year.

In the past, either a Mayor or a Councillor have been appointed as a signatory. It is recommended that the person appointed as signatory be someone who is generally available during the work week.

Respectfully Submitted


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: October 24, 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. This is also required for anyone who was a previous member of Council for a six month period after their position as ended.

It is the responsibility of each elected official to inform the Corporate Officer of any contracts that must be reported. Section 107(3) of the Community Charter states that a person who does not report their contracts will be disqualified from holding office, unless the contravention was done inadvertently, or an error of judgement was made in good faith. Staff will prepare this disclosure report based on the information provided by the elected official; however, if there any contracts missing from this report that should be included, the elected official is to let the Corporate Officer know as soon as possible so this can be reported correctly.

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

July 01, 2022 to September 30, 2022

Table with 3 columns: Council Member, Supplier, Amount. Rows include Councillor Baird (\$8,869.72) and Mayor McCune (\$9,911.16).

Respectfully submitted,

Jennifer Bellamy
Chief Financial Officer

MEMO

To: Mayor and Council
From: Tate Bengtson, Chief Executive Officer
Date: October 18, 2022
Subject: City of Enderby Development Corporation Annual Information Meeting 2022

RECOMMENDATION

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

1. THAT, in accordance with Article 10.2 of the City of Enderby Development Corporation's Articles of Incorporation, the shareholder consents to the business to be transacted at the annual general meeting, such that it is deemed to be held by this resolution and on the date of this resolution.
2. AND THAT the annual reference date for the City of Enderby Development Corporation is November 7, 2022.
3. AND THAT, in accordance with Article 10.3 of the City of Enderby Development Corporation's Articles of Incorporation, and in lieu of the annual general meeting, an annual information meeting is hereby held on November 7, 2022 with notice given in substantially the same form as that required for the City of Enderby.
4. AND THAT, as there were no financial transactions for the City of Enderby Development Corporation for the fiscal year ended December 31, 2021 and the City of Enderby Development Corporation has no assets, liabilities and equity:
 - a) The appointment of auditors for the City of Enderby Development Corporation is waived in accordance with section 200 of the Business Corporations Act; and
 - b) The production and publication of financial statements for the City of Enderby Development Corporation is waived in accordance with section 203(2) of the Business Corporations Act.
5. AND THAT that the following persons, each of whom has consented in writing to act as a director, are appointed as directors of the City of Enderby Development Corporation, to

hold office in the manner specified until the next annual general meeting of the City of Enderby Development Corporation or until their successors are appointed, subject to Article 14.6 of the City of Enderby Development Corporation's Articles of Incorporation:

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

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

BACKGROUND

The City of Enderby formed the City of Enderby Development Corporation in 2019 ("the Company"), with the approval of the Province's Inspector of Municipalities. The intent of the Company is to pursue economic and social development for the community, as well as generate non-tax revenue streams.

The Company is intended to enable the development of non-tax revenue streams while insulating the taxpayer from the risks associated with a business venture; an example of this could be a community forest, for instance. As there are administrative and cost burdens associated with a fully active municipal development corporation, the Company is being kept in a state of dormancy until those business opportunities arise. In other words, the significant groundwork involved in creating the Company has been completed so that can be called upon to serve its intended purpose quickly.

In the meantime, there are a series of procedural requirements that need to be carried out on an annual basis in order to ensure that Company remains a legal entity that is compliant with its enabling legislation; these requirements are relatively minimal for so long as the Company is effectively inactive but increase significantly once transactions and contracts occur.

Two directors are appointed and hold office as Chief Executive Officer and Chief Financial Officer; the directors of the Company are not sufficient to meet quorum and are limited to: activities related to maintaining the Company's corporate status; calling a meeting for the purposes of enabling the shareholder to elect or appoint directors to fill vacancies; and managing or supervising the business and affairs of the Company, if any.

Pursuant to section 182(1) of the Business Corporations Act, the Company must hold an annual general meeting at least once in each calendar year and not more than 15 months after the annual reference date for the preceding calendar year. The Company's Articles of Incorporation provide that an annual general meeting may be waived if an annual information meeting is held.

Pursuant to section 200 of the Business Corporations Act, directors are relieved from the obligation to produce financial statements if there is a unanimous resolution of the shareholders.

Similarly, pursuant to section 203(2) of the Business Corporations Act, a unanimous resolution of the shareholders waives the requirement to appoint an auditor for one financial year.

The above resolution is intended to complete the annual obligations of the Company. This approach minimizes costs until an opportunity arises for the Company to engage in business, at which point it will need to fund its expenses from its own revenues or receive assistance pursuant to its partnering agreement.

Respectfully submitted,



Tate Bengtson
Chief Executive Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: November 2, 2022
Subject: Royal Canadian Legion Branch #98 Road Closure Application – Remembrance Day Ceremony

RECOMMENDATION

THAT Council receives the Royal Canadian Legion Branch #98's Road Closure application (Remembrance Day Ceremony) for information.

BACKGROUND

The Royal Canadian Legion Branch #98 has submitted a Road Closure application (attached) related to the annual Remembrance Day ceremony. The applicant is proposing to close portions of Mill Avenue and Belvedere Street between the hours of 10:00 am and 11:30 am; the applicant has confirmed that the routing and traffic management will be identical to that of previous years.

The *Temporary Road Closures for Community Events Policy* has delegated authority to Staff to approve a Temporary Road Closure Application on behalf of Council, subject to the applicant meeting all of the requirements of the Policy. All first time events must be approved by Council. As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the application.

Respectfully Submitted,



Kurt Inglis
Planner

Schedule A
Application for a Temporary Road Closure for a Community Event

Is this a first-time or relocated event? Yes No

Name of Sponsoring Organization ROYAL CANADIAN LEGION BR #98

Name of Contact Person CINDY TOTTENHAM

Telephone or Email _____

Name of Event REMEMBRANCE DAY

Date(s) of Closure MONDAY, NOVEMBER 11, 2022

Start time for Closure 10:00 End time for Closure 11:30

Location of Closure BELVEDERE (IN FRONT OF LEGION) / MILL AVE (IN FRONT OF CENOTAPH)

Required Attachments

- Map showing closure and emergency access route
- Petition of affected business owners (if applicable)
- Certificate of insurance (if applicable)

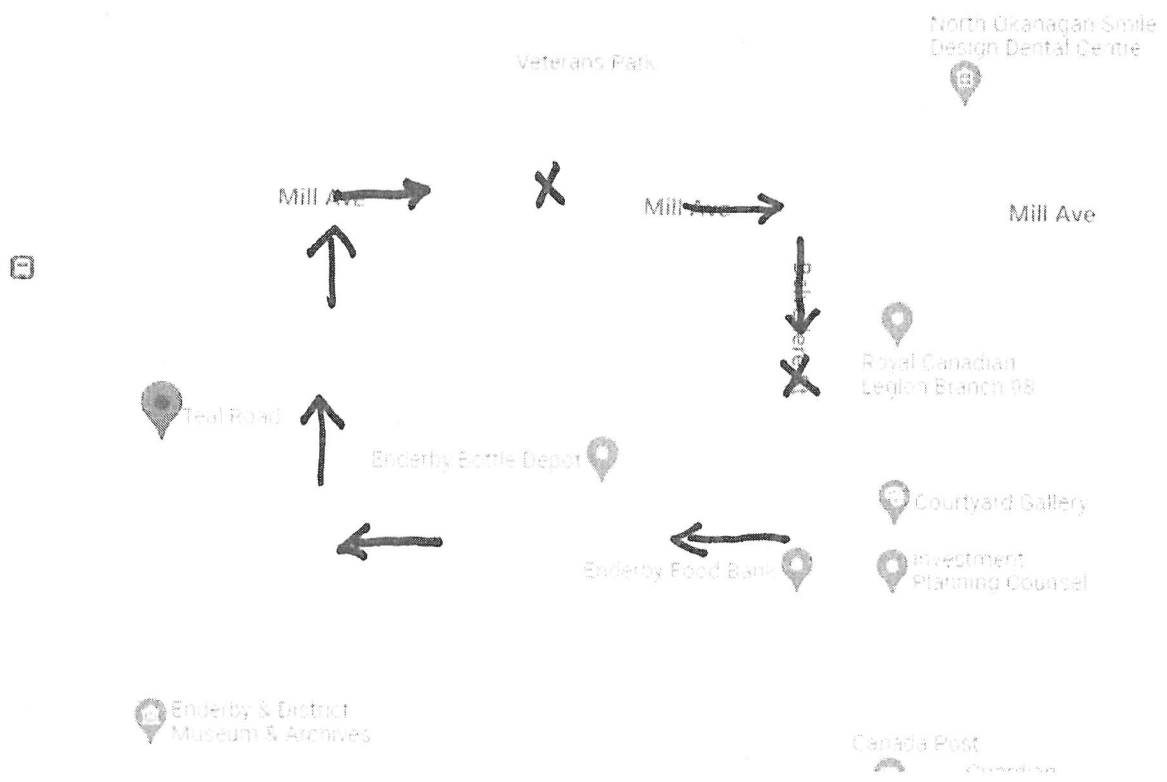
Indemnity: The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory [Signature] Date OCT 28/22

Do Not Complete – For Administrative Purposes			
Approved by	<u>[Signature]</u>	Date	<u>Nov 1, 2022</u>
Certificate of Insurance	<input checked="" type="radio"/> Yes	No	N/A
Map	<input checked="" type="radio"/> Yes	No	N/A
Petition of Affected Business Owners	Yes	No	<input checked="" type="radio"/> N/A

Royal Canadian Legion, Br 98

Remembrance Day – Road Closure Application



THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: October 31, 2022
Subject: Christmas Parade and Festivities - Road Closure Application

RECOMMENDATION


THAT Council receives the City of Enderby Event Coordinator's Road Closure application (Christmas 2022) for information.

BACKGROUND

The City of Enderby Event Coordinator has submitted a Road Closure application (attached) related to the annual Christmas parade and downtown festivities. For the parade, the applicant is proposing to close portions of Kate Street, Howard Avenue, Belvedere Street, Cliff Avenue and Railway Street between the hours of 5:00 pm and 7:00 pm; for the downtown festivities, the applicant is proposing to close Belvedere Street between Mill Avenue and Cliff Avenue, and Cliff Avenue between Highway 97A and Vernon Street, between the hours of 7:00 pm and 9:00 pm.

The *Temporary Road Closures for Community Events Policy* has delegated authority to Staff to approve a Temporary Road Closure Application on behalf of Council, subject to the applicant meeting all of the requirements of the Policy. All first time events must be approved by Council. As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the application.

Respectfully Submitted,



Kurt Inglis
Planner

Schedule A
Application for a Temporary Road Closure for a Community Event

Is this a first-time or relocated event? Yes No

Name of Sponsoring Organization The City of Enderby / The Christmas Committee.

Name of Contact Person Vallerie Byrne

Telephone or Email _____ events@cityofenderby.ca

Name of Event Enderby's Traditional Christmas.

Date(s) of Closure Dec 2nd

Start time for Closure 7pm End time for Closure 9

Location of Closure mill ave + belvedere to cliff + belvedere.
cliff ave + hwy to cliff ave + vernon st.

Required Attachments

- Map showing closure and emergency access route please see parade map.
- Petition of affected business owners (if applicable)
- Certificate of insurance (if applicable)

Indemnity: The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory _____ Date _____

Do Not Complete – For Administrative Purposes			
Approved by	<u>[Signature]</u>	Date	<u>Oct 27, 2022</u>
Certificate of Insurance	<u>Yes</u>	No	N/A
Map	<u>Yes</u>	No	N/A
Petition of Affected Business Owners	Yes	No	<u>N/A</u>

**Schedule A
Application for a Temporary Road Closure for a Community Event**

Is this a first-time or relocated event?

Yes

No

Name of Sponsoring Organization

City of Enderby

Name of Contact Person

Vaquerie Byrne

Telephone or Email

events@cityofenderby.com

Name of Event

Christmas Parade

Date(s) of Closure

Dec 2nd 2020

Start time for Closure

5pm

End time for Closure

7pm

Location of Closure

Parade Route: Kate St, Howard Ave,
Belvedere St, Clifflave to Railway St

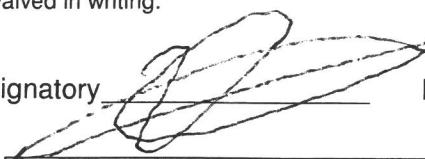
Required Attachments

- Map showing closure and emergency access route
- Petition of affected business owners (if applicable)
- Certificate of insurance (if applicable)

Indemnity:

The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory

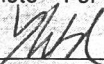


Date

Oct. 14/22

Do Not Complete – For Administrative Purposes

Approved by



Date

Oct 27, 2022

Certificate of Insurance

Yes

No

N/A

Map

Yes

No

N/A

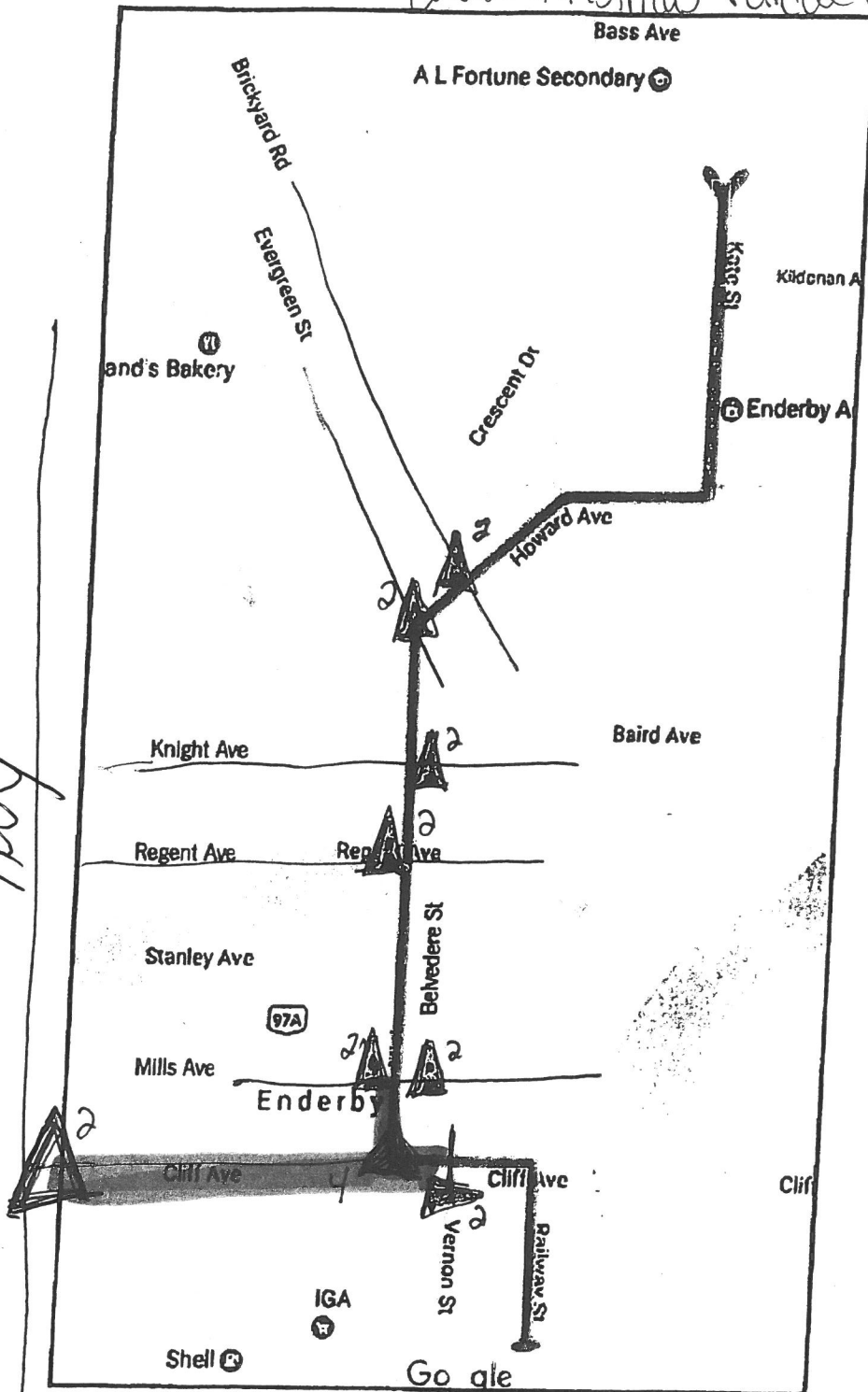
Petition of Affected Business Owners


Yes

No

N/A

~~2022 Christmas Parade Closure from~~
5-7 pm



 Volunteers with
Safety Jacket -- *put out + remove delineator*
starting at 5:45
Opening road as
Parade End goes by



Is additional Road Closure
from 7-9pm

Policy Title	Temporary Road Closures for Community Events
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Adopted: August 13, 2012	<u>Authorized By:</u> Mayor and Council Regular Meeting of August 13, 2012	Replaces: Not applicable
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PURPOSE:

The City will consider approving the temporary closure of municipal roads for a community event.

POLICY:

Temporary road closures will only be considered for community events which are sponsored by a recognized organization.

The Chief Administrative Officer or designate is granted the authority to approve a Temporary Road Closure Permit on behalf of Council, subject to the applicant meeting all the requirements of this policy. First time events must be approved by City Council.

A completed Schedule A, "Application for Temporary Road Closure," shall be submitted to City Hall at least 21 days prior to the closure. The application must include a map of the proposed road closure and emergency access through the closure. Applications for first-time or relocated events requiring Council approval must be submitted two months prior to the closure.

The organizer shall notify and consult with business owners within a one-block radius of the proposed road closure and residents adjacent to the proposed road closure. The organizer agrees to take reasonable steps to mitigate disruption for affected business owners and residents. Failure to adequately notify and consult affected businesses and residents may result in revocation of permit or refusal of future applications. Unless exempted by Council, all first-time or relocated event applications must include a petition signed by a majority of affected business owners agreeing to the proposed event.

The applicant for a Temporary Road Closure must submit proof of public liability and property damage insurance in a form acceptable to the City. The applicant may request that insurance requirements be waived based on the risk profile of the event. Such waiver does not affect any other responsibility of the applicant to obtain insurance.

The applicant shall be responsible for all traffic management, including the provision, set up, and removal of signs and barricades on the same day as the road closure.

The applicant shall be responsible for ensuring that all food service establishments, including but not limited to mobile vending units, food services at temporary events, and sellers of home-prepared foods, shall have the appropriate authorization or permit from Interior Health.

The applicant shall be responsible for emptying municipal garbage receptacles and cleaning up litter from the road closure area on the same day as the closure.

As a condition of permit, the City of Enderby will not be liable or otherwise responsible for any scheduling conflict, revocation, refusal, maintenance closure or other damage or harm related to the issuance of this permit.



MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: November 3, 2022
Subject: Enderby & District Arts Council – 2022 Operating Grant

RECOMMENDATION

THAT Council provides the Enderby & District Arts Council with an operating grant for 2022 of \$ _____.

BACKGROUND

Attached is a funding request from the Enderby & District Arts Council. The Arts Council is provided with an annual operating grant from the Province; however, as a condition of the grant there must be financial support from the local government to continue to receive this grant. For 2022, the Arts Council is asking for a value between \$500 to \$1,000 to meet this requirement.

Below is the recent history on the grants provided to the Arts Council:

1. Prior to 2020 - the value of the operating grant that the City provided was \$4,000.
2. 2020 - the Arts Council's operating costs decreased as events were scaled back due to COVID, which also decreased the operating grant needed from the City to \$1,000. The Arts Council also received additional funding from the BC Arts Council in response to COVID.
3. 2021 - the Arts Council still had COVID recovery funding from the BC Arts Council to fund operations and requested that Council provide a contribution to a fund for a new community arts centre. Council deferred this decision until financial details of the project could be presented. These have not yet been received and no funds were provided.

Also attached is the City's Grant in Aid Policy and a copy of the Arts Council's most recent financials and 2022 budget as required by the policy. For 2022, Council's donations and grants budget included a provision for the Arts Council and the requested value of up to \$1,000 is within that budget value.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer



**ENDERBY & DISTRICT
ARTS COUNCIL**

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

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

November 1, 2022

Attn: Mayor Huck Galbraith and City Council

Re: Financial Contribution to EDAC from the City of Enderby

The Enderby and District Arts Council is proud to have operated the Enderby Arts Centre for the last year and a half along with the continuing operation of the Courtyard Gallery. The Art Centre operates as an ongoing Pilot Project to establish the feasibility of a permanent Art Centre for Enderby and District. As such, it has proved a valuable addition to the community with over 3600 visits to date this year. There are monthly exhibitions and this fall there are 8 different art classes and workshops plus a Youth Art Program with the Enderby and District Community Resource Centre. Art sales at the Art Centre and Courtyard Gallery have seen over \$30,000 returned to local artists and artisans as of August 31. We have received many positive comments on the Bottle Cap Mural that now brightens up Cliff Ave.

In 2021 we received \$22,00 in COVID funding from the Provincial Government and \$16,500 this year. This was in addition to our normal grant of \$11,000. This funding was instrumental in establishing the Art Centre as it gave us much needed financial stability for such an operation. EDAC expenses this year are estimated to be \$116,000 with revenue of \$113,000.

We put in our annual application to BC Arts Council in September. In order to maintain eligibility for Provincial Government funding we must demonstrate continued financial support from local government. (In 2021 this was provided by \$1800 from the Regional District.) Therefore we are asking for a contribution from the City of Enderby of \$500 to \$1,000 to be received before mid December.

We appreciate all the support the City has given us in the past and plan on working closely with the City and Council in the future. Early next year we will present a complete report on the first full year of operation of the Art Centre.

Sincerely

Neil Fidler
President
Enderby and District Arts Council

THE CORPORATION OF THE CITY OF ENDERBY

Policy Title	Grants in Aid
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Adopted: January 18, 2016	<u>Authorized By:</u> Mayor & Council	<u>Replaces:</u>
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PURPOSE:

To establish guidelines for providing grants in aid.

POLICY:

Operating Grant:

Any recipient of an operating grant is required to adhere to the following conditions:

- at the time of application or prior to grant consideration, the recipient shall provide a copy of the organization's most current financial statements, in addition to an operating budget;
- the recipient agrees to follow reasonable practices to ensure excellent value for money.

Event Support Grant:

Any recipient of a grant to support an event is required to adhere to the following conditions:

- at the time of application or prior to grant consideration, in addition to a budget for the event, the recipient shall provide a copy of the balance sheet, or equivalent, applicable to the event;
- the recipient agrees to follow reasonable practices to ensure excellent value for money;
- the recipient agrees to provide the City with access to the financial records associated with the event upon request.

Project Grant:

Any recipient of a project grant is required to adhere to the following conditions:

- at the time of application or prior to grant consideration, the recipient shall provide a copy of the organization's current balance sheet, in addition to a budget for the project;
- the recipient agrees to follow reasonable practices to ensure excellent value for money;
- the recipient, upon completion of the project, agrees to submit a list of project costs;
- the recipient agrees to return any unexpended funds to the City;
- the recipient agrees to provide the City with access to the financial records associated with the project upon request.

All grant requests must have Council approval.

Enderby & District Arts Council Comparative Income Statement		Enderby & District Arts Council BUDGET 2022				
REVENUE	EDAC	COURTYARD GALLERY	ART EMPORIUM	PERFORMING ARTS	PUBLIC ARTS FESTIVAL	
Earned Revenue						
Admissions (Concerts/Coffee House)						
Workshop-Rental Spaces						
Regist./Exhibitors Fees-Received	1,000.00					
Hall Rental						
Net-Entry & Table Fees Received	2,880.00					
Fees-Workshops/Classes/Conferences	1,500.00					
EDAC - Membership Dues		6,200.00				
GALLERY - Monthly Dues		300.00				
GALLERY - Membership (new members)			4,200.00			
Art Emporium Space Fees			40,000.00			
Art Emporium Sales						
Gallery Art Sales	100.00	35,000.00				
Other Income - Concession						
Net - Other Earned Income	5,480.00	41,500.00				
Total Earned Revenue	91,180.00		44,200.00			
Investment Income						
Investment Income	250.00					
Total Investment Income						
Private Sector Revenues						
MBTR Donations	100.00					
Coffee House Donations	100.00					
Individual Donations	500.00					
Net - Individual Donations						
Specific Corporate Sponsorships						
Foundation Grants	1,000.00					
Community Arts Centre donations	10,000.00					
Total Private Sector Revenue	11,950.00					
Public Sector Revenues						
Provincial Operating Grants*	11,000.00					
Other Provincial Arts Council Grants*	16,500.00					
Municipal Operating Grants	1,000.00					
Regional Operating Grant	1,000.00					
Total Municipal/Regional Revenues	29,500.00					
TOTAL REVENUE	132,630.00	41,500.00	44,200.00			
	132,630.00					
EXPENSE						
Artistic Expenses						
Gallery Artist Payment Fees		25,950.00				
Other Artist Payment Fees						
Art Emporium Artist Payments			32,000.00			
Musician Performance Fees					3,500.00	
Performers Fees (Clowns etc.)					1,000.00	

Enderby & District Arts Council Comprehensive Income Statement		Enderby & District Arts Council BUDGET 2022				
	EDAC	COURTYARD GALLERY	ART EMPORIUM	PERFORMING ARTS ART	PUBLIC	ARTS FESTIVAL
Totals						
Copyright/Reproduction & Royalties						
Production/Technical Prof. Fees				250.00		
Public Art Projects	500.00			250.00	3,000.00	
Sponsorships & Donations	1,000.00					
Scholarships & Bursaries	2,017.00					
Grants*	250.00					
Hospitality & Gifts	3,767.00	26,950.00	32,000.00	5,000.00	3,000.00	
Total Artistic Expenses	70,717.00					
Facility Operating Expense						
Gallery Rent		12,000.00				
Art Centre Rent	6,800.00		10,000.00			
Short Term Venue Rent						
Total Facility Expenses	28,800.00	12,000.00	10,000.00			
Marketing & Communication Expenses						
Newsletters						
Marketing Production Fees				1,000.00		
Advertising	2,600.00	1,000.00		1,000.00		
Website Mntce & Hosting Fees	600.00					
Telephone/Internet/Cable		1,200.00				
Total Marketing/Comm. Expense	3,200.00	2,200.00		1,000.00		
Administration Expenses						
Art Centre Supplies				1,000.00		
Contract Personnel - Bkwp & Other	2,500.00					
Art Centre Maintenance/Utilities				7,100.00		
Office Fees (copies, postage etc)	200.00					
Gallery Building Repairs & Mntce	250.00		800.00			
AGM & Board Meetings Expense	350.00					
Memberships, Dues & Fees	100.00					
Concession & EDAC Supplies		750.00				
Gallery Supplies	50.00					
Bank Service Charges & Interest	700.00					
Insurance	1,800.00					
Workshop Expenses						
Moneris Rental & Commissions		1,200.00				
Square fees				750.00		
Other Administrative Expense Total	5,950.00	2,750.00		8,850.00		
Total Administration Expenses	17,550.00	43,900.00	51,850.00	5,000.00	3,000.00	
TOTAL EXPENSE	123,467.00	27,213.00	7,650.00	5,000.00	3,000.00	
NET INCOME	9,163.00	18,050.00		5,000.00	3,000.00	
* Actual to date						
Rev over Exp	9,163.00		@ 40k (\$837)			
Restricted	10,000.00		@ 50k \$1,163			
Short/Over	837.00					

Enderby & District Arts Council
Comparative Income Statement

REVENUE	Actual 01/01/2022 to 08/31/2022	Actual 01/01/2021 to 08/31/2021	Percent
Earned Revenue			
Workshop Rental Space	210.00	45.00	366.67
Regi/Exhibitions Fees Received	190.00	240.00	-20.83
Hall Rental	321.00	0.00	0.00
Net - Entry & Table Fees Received	511.00	240.00	112.92
Fees - Workshops/Classes/Conferences	468.25	560.00	-16.38
EDAC - Membership Dues	1,125.00	965.00	16.58
GALLERY - Monthly Dues	4,750.00	4,525.00	4.97
GALLERY - Membership (new members)	50.00	200.00	-75.00
Art Centre Space Fees	1,175.00	2,624.00	-55.22
Art Centre Sales	25,493.46	7,417.52	243.69
Gallery Art Sales	20,042.50	19,566.00	2.44
Total Earned Revenue	53,825.21	36,142.52	48.92
Investment Income			
Investment Income	125.64	179.26	-29.91
Total Investment Income	125.64	179.26	-29.91
Private Sector Revenues			
Individual Donations	711.62	10.00	7,016.20
Net - Individual Donations	711.62	10.00	7,016.20
Corporate Donations	2,000.00	0.00	0.00
Foundation Grants	0.00	1,000.00	-100.00
Community Arts Centre donations	927.70	7,824.51	-88.14
Total Private Sector Revenue	3,639.32	8,834.51	-58.81
Public Sector Revenues			
Provincial Operating Grants	27,500.00	27,000.00	1.85
Total Municipal/Regional Revenues	27,500.00	27,000.00	1.85
Total Public Sector Revenues	27,500.00	27,000.00	1.85
TOTAL REVENUE	85,090.17	72,156.29	17.92
EXPENSE			
Artistic Expenses			
Gallery Artist Payment Fees	15,727.40	12,568.20	25.14
Other Artist Payment Fees	0.00	0.00	0.00
Art Centre Artist Payments	14,459.25	4,050.60	256.97
Musician Performance Fees	850.00	3,200.00	-73.44
Performers Fees (clowns etc.)	1,850.00	400.00	362.50
Copyright/Reproduction & Royalties	96.64	0.00	0.00
Public Art Projects	2,000.66	790.86	152.97

Enderby & District Arts Council
Comparative Income Statement

	Actual 01/01/2022 to 08/31/2022	Actual 01/01/2021 to 08/31/2021	Percent
Honorarium	600.00	0.00	0.00
Sponsorships & Donations	2,396.00	220.00	989.09
Scholarships & Bursaries	1,000.00	1,000.00	0.00
Grants	2,017.00	2,250.00	-10.36
Hospitality & Gifts	179.15	47.15	279.96
Total Artistic Expenses	41,176.10	24,526.81	67.88
Facility Operating Expense			
Gallery Rent	7,786.80	7,786.80	0.00
Art Centre Rent	11,200.00	5,200.00	115.38
Total Facility Expenses	18,986.80	12,986.80	46.20
Marketing & Communication Expenses			
Newsletters	0.00	0.00	0.00
Marketing Production Fees	1,304.46	85.40	1,427.47
Advertising Purchases	1,339.15	1,590.03	-15.78
Website Mntce & Hosting Fees	273.75	317.75	-13.85
Telephone/Internet/Cable	708.93	744.53	-4.78
Total Marketing/Comm. Expense	3,626.29	2,737.71	32.46
Administration Expenses			
Art Centre Supplies	830.77	3,010.53	-72.40
Contract Personnel - Bkbp & Other	2,213.15	1,688.30	31.09
Art Centre Maintenance/Utilities	2,294.06	2,867.66	-20.00
Office Fees (copies, postage etc)	646.48	163.28	295.93
Gallery Building Repairs & Mntce	0.00	2,746.21	-100.00
Memberships, Dues & Fees	40.00	144.90	-72.39
Gallery Supplies	539.53	359.51	50.07
Bank Service Charges & Interest	21.00	0.00	0.00
Insurance	640.00	0.00	0.00
Workshop Expenses	904.30	300.00	201.43
Moneris Rental & Commissions	774.94	724.34	6.99
Square fees	271.66	103.95	161.34
Other Administrative Expense Total	3,837.91	4,542.19	-15.51
Suspense	0.00	0.00	0.00
Over/Under	0.10	0.00	0.00
Total Administration Expenses	9,175.99	12,108.68	-24.22
TOTAL EXPENSE	72,965.18	52,360.00	39.35
NET INCOME	12,124.99	19,796.29	-38.75

ASSET

Current Assets

Art Centre Float	100.00	
Gallery Float	100.00	
Coffee House float	50.00	
Total Floats		250.00
Cash to be Deposited		-109.18
Credit Union Chequing Account		32,177.36
Credit Union Savings First		9,759.70
Credit Union Equity Shares		6.20
Term # 87890 - 7 (Operating Funds)	5,482.04	
Term # 87890 - 8 (Operating Funds)	5,557.89	
Term # 87890 - 9 (Operating Funds)	5,034.58	
Term 87890-10 (Grand Piano)	5,776.27	
Term Deposit #12 - May 31, 2022	4,341.50	
Total Term Deposits		26,192.28
Prepaid Insurance		80.00
Prepaid Expenses		118.04
Total Current Assets		<u>68,474.40</u>

TOTAL ASSET

	<u>68,474.40</u>
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LIABILITY

Payables

Accounts Payable	130.00
Total Payable	<u>130.00</u>

Restricted Funds

Grand Piano Fund	5,740.27
Galley Contingency Fund	4,341.50
Operating Funds	15,978.78
Community Arts Centre Fund	9,691.70
Total Restricted Funds	<u>35,752.25</u>

Current Liabilities

Prepaid Courtyard Gallery Dues	1,600.00
EDAC Prepaid Dues	15.00
Net Current Liabilities	<u>1,615.00</u>

TOTAL LIABILITY

	<u>37,497.25</u>
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EQUITY

Member Equity

Retained Equity	18,852.16
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Current Earnings	12,124.99
Net Member Equity	<u>30,977.15</u>
TOTAL EQUITY	<u>30,977.15</u>
LIABILITIES AND EQUITY	<u>68,474.40</u>

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: November 2, 2022
Subject: Awards – Municipal Policy & Mayor and Council Fund Policy

RECOMMENDATION

THAT Council amends the Awards – Municipal Policy as attached;
AND THAT Council approves the attached Mayor and Council Fund Policy.

BACKGROUND

The current Awards – Municipal Policy includes a provision for a Mayor and Council Scholarship. Each member of Council may participate by providing ten dollars a month from their remuneration, which is put into a fund to provide a scholarship.

Over the years, this fund has evolved to support initiatives such as hosting school breakfasts and other Council supported items. As the use of the fund encompasses more than a municipal award, staff recommend that the reference to the Mayor and Council Scholarship be removed from the Awards – Municipal Policy and a new Mayor and Council Fund Policy be established to reflect the actual use of the fund. Attached is a draft policy. In addition to the removal of the scholarship reference, the attached Awards – Municipal Policy includes proposed revisions to reflect actual practice of providing awards and correct legislative terminology.

As the Mayor and Council Fund is funded through the personal remuneration of Council, the policy includes a provision where any use of the funds requires unanimous support of contributing members. This is to allow for instances for which an expenditure may not align with a use supported by an individual member.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

Policy Title:	MAYOR & COUNCIL FUND
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<u>Effective Date:</u> November X, 2022	<u>Authorized By:</u> Mayor and Council Regular Meeting of November XX, 2022	<u>Replaces:</u> NEW
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PURPOSE: To establish guidelines over the use of a Mayor & Council Fund.

POLICY:

Mayor and Council may voluntarily participate in a Mayor and Council Fund. Funds are to be donated from elected official remuneration at ten dollars per month from each participating member. The fund may be used for any purpose, including but not limited to a scholarship. All expenditures from the fund must have unanimous support from each participating member.

At the end of each term of office, any unused funds will be returned to the participating members unless there is unanimous support to keep the unused funds for future use. If a member chooses to no longer participate in the fund, their portion of the unused funds will be returned upon request.

Current Policy with Proposed Revisions

Policy Title:	AWARDS - MUNICIPAL
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<u>Effective Date:</u> November XX, 2022	<u>Authorized By:</u> Mayor and Council Regular Meeting of November XX, 2022	<u>Replaces:</u> Awards – Municipal Policy adopted by Council June 18, 2012
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Enderby Municipal Awards are designed to honour and recognize the talent, dedication and generosity of outstanding individuals and groups who contribute to making Enderby a great community. ~~Presentations will be made at regular council meetings.~~

RECORDS

The official record of all awards shall be kept ~~as a Municipal document~~ under the control and security of the Corporate Officer.

APPLICATIONS AND ADVERTISING

~~Advertising shall be done in two issues of a local newspaper in February annually with the deadline for receipt of applications and suggestions by the last Friday in March. All nominations, including nominations directly from Mayor and Council will be reviewed and considered by Council.~~

There are four (4) award categories:

1. "Freedom of the **Municipality City**" represents the highest honour that the City can bestow on an individual or unit of the armed forces of Canada or another nation, in accordance with Section 158 of the Community Charter. This requires a unanimous vote of Council. Given that this is the highest honour that the City can bestow, it is anticipated that this award will be given on very rare occasions ~~based on Council discretion.~~
2. "Lifetime Civic Merit Award" represents an award bestowed on an individual who has, through their outstanding achievements and/or dedicated volunteerism over at least 15 years, made a tangible difference to the community and quality of life. This requires a unanimous vote of Council. Given that this is a lifetime award requiring at least 15 years of dedicated service it is anticipated that this award will be given on rare occasions ~~based on Council discretion.~~
3. "Civic Appreciation Award" represents the expression of appreciation to an individual and/or group for their services and/or contributions that have benefited the community. This award requires a majority vote of Council. It is anticipated that this award will be given on a **regular** ~~quarterly~~ basis.
4. ~~Mayor and Council Scholarship. Council will receive and evaluate applications and award this scholarship on an annual basis.~~

AWARD CATEGORIES

FREEDOM OF THE MUNICIPALITY

FRAMED CERTIFICATE

~~Council may, by unanimous vote, confer Freedom of the City on a distinguished person or a distinguished unit of the armed forces of Canada or another nation.~~

Consistent with Section 158 (2) of the Community Charter a person given Freedom of the Municipality City or the commander of the armed forced unit, as applicable,

- (a) Is deemed to be an elector of the municipality and is eligible to be registered as such and to vote in an election for mayor or councillor, and
- (b) Despite any other enactment, if the person is a Canadian citizen, is deemed to be qualified to be nominated, be elected and hold office on the council.

LIFETIME CIVIC MERIT AWARD

PRESENTATION OF AN INDIVIDUAL LIFETIME CIVIC MERIT PLAQUE
INSCRIPTION ON THE CITY OF ENDERBY LIFETIME CIVIC MERIT PLAQUE

CIVIC APPRECIATION AWARD

CERTIFICATE

~~MAYOR AND COUNCIL SCHOLARSHIP~~

CERTIFICATE

~~Annual scholarship to be awarded to an Enderby student. Funds to be donated from Council stipend at ten dollars per month from each participating member of Council. Mayor or designate to present at the annual graduation ceremony.~~

THE CORPORATION OF THE CITY OF ENDERBY



MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: November 3, 2022
Subject: Regional Secondary Dwelling Design Competition – RDNO Request for Consideration

RECOMMENDATION

THAT Council supports participating in a regional secondary dwelling design competition, with the City of Enderby’s local contribution not to exceed \$3,000;

AND THAT Council funds this initiative through prior year surplus in 2023.

BACKGROUND

Attached is correspondence from the Regional District of North Okanagan’s (RDNO) Regional Planning Projects Manager in which she describes a proposed regional secondary dwelling design competition. The design competition would involve seeking building plan designs for detached secondary dwellings (i.e. carriage houses), which would then be judged by panelists and prizes given to the winning applicants; these building plans would then be ‘pre-approved’ by the permitting authority and be made available to the public for purchase at an affordable rate, with the fees to be returned directly to the architect. In her correspondence, the Regional Planning Projects Manager has advised that creating pre-approved building plans for secondary dwellings could result in the following benefits:

- Creating efficiencies in the building permit review process, expediting the application review timeline and enabling applicants to proceed to construction at a quicker rate;
- Creating high-quality innovative designs for the public to purchase at an affordable price; and
- Simplifying the permitting process and reducing barriers for applicants who may have thought about building a secondary dwelling but have felt overwhelmed by the costs in the design and permitting process.

Ultimately, the purpose of the design competition is to incentivize the construction of detached secondary dwellings in order to increase the supply and diversity of affordable housing throughout the region.

The RDNO Board of Directors is seeking feedback from member municipalities with respect to their interest in participating in the regional design competition, such that the winning plans would be available for purchase in all member municipalities in the RDNO; the design competition would involve a range of categories for the building plans to ensure that the plans received accommodate the range of local zoning regulations for detached secondary dwellings throughout the region (i.e. maximum floor

area, maximum building height). Currently, the RDNO Electoral Areas have committed to holding the design competition for *rural* secondary dwellings, with a budget of \$17,000. The RDNO has not identified a cost formula for additional participants, as it is dependent on the number of communities that wish to participate; having said that, the RDNO Regional Planning Projects Manager has estimated that the costs for the City of Enderby to participate would likely be in the \$2,500 range, regardless of the number of participants.

The City of Enderby permits secondary dwellings (i.e. detached secondary suites/carriage houses) within its *Residential Single Family with Detached Suite (R.1-B)* zone. Furthermore, the City incentivizes the construction of secondary dwellings by not collecting Development Cost Charges for this type of use. Participating in a regional secondary dwelling design competition, for the purpose of establishing pre-approved, high quality plans which will be available to the public at an affordable rate, will provide further incentive to increase the supply of affordable and rental housing within the community.

Participation in this initiative does not alter or affect land use requirements related to zoning, such as maximum lot coverage and building setbacks, nor servicing requirements. Staff are intending to engage Council in a broader discussion of housing needs, land use and development in 2023.

Given the above, Staff are recommending that Council supports participating in the regional secondary dwelling design competition, with the City's local contribution not to exceed \$3,000. Should Council choose to participate, the City would be engaged in developing the design criteria and terms of reference for the design competition.

Respectfully Submitted,



Kurt Inglis
Planner



REGIONAL DISTRICT NORTH OKANAGAN

MEMBER MUNICIPALITIES:

CITY OF ARMSTRONG

CITY OF ENDERBY

DISTRICT OF COLDSTREAM

VILLAGE OF LUMBY

CITY OF VERNON

TOWNSHIP OF SPALLUMCHEEN

ELECTORAL AREAS:

"B" – SWAN LAKE

"C" – BX DISTRICT

"D" – LUMBY (RURAL)

"E" – CHERRYVILLE

"F" – ENDERBY (RURAL)

OFFICE OF: PLANNING DEPARTMENT

OUR FILE No.: 3045.01.02

October 26, 2022

Dawn Low, Chief Administrative Officer
City of Armstrong
3570 Bridge Street, Box 40
Armstrong, BC V0E1B0
dlow@cityoffarmstrong.bc.ca

Trevor Seibel, Chief Administrative Officer
District of Coldstream
9901 Kalamalka Road
Coldstream, BC V1B 1L6
tseibel@coldstream.ca

Tate Bengtson, Chief Administrative Officer
City of Enderby
619 Cliff Avenue
Enderby, BC V0E 1V0
tbengtson@cityofenderby.com

Tom Kadla, Chief Administrative Officer
Village of Lumby
1775 Glencaird Street, PO Box 430
Lumby, BC V0E 2G0
tomk@lumby.ca

Doug Allin, Chief Administrative Officer
Township of Spallumcheen
4144 Spallumcheen Way
Spallumcheen, BC V0E 1B6
doug.allin@spallumcheentwp.bc.ca

Will Pearce, Chief Administrative Officer
City of Vernon
3400 30th Street
Vernon, BC V1T 5E6
WPearce@vernon.ca

Ian Wilson, General Manager, Strategic and Community Services
Regional District of North Okanagan
ian.wilson@rdno.ca

cc: Regional Growth Strategy Support Team

Re: Affordable Housing Action: North Okanagan Secondary Dwelling Design Competition

On September 21, 2022, at the regular meeting of the Board of Directors, there was a discussion on Affordable Housing Actions, and the following resolution was passed:

That staff be directed to initiate a design competition to develop pre-approved building plans for secondary dwelling units within the region; and further,

That direction be provided on the design competition's scope and scale, including the identification of partners.

The Regional Housing Strategy has several actions identified to help lessen the costs and increase the supply of affordable housing units. Action 2.1 promotes innovation and recognizes the need to build upon existing research and information sharing to identify innovative policies and projects to address the regional housing challenge. Communities such as Nelson and the City of Kelowna have held design competitions for laneway housing and infill designs to support generating new, attainable forms of ground-oriented rental and ownership housing in their community cores.

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

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

Attached to this letter is the report to the Board of Directors outlining the general costs and process involved in holding a secondary dwelling design competition. The Board has requested that staff reach out to all member municipalities within the region to see if there is support to hold a region-wide design competition where the winning plans could be available for purchase in all member municipalities within the RDNO.

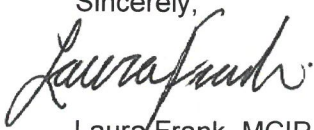
Staff have conducted a preliminary review of each community's Zoning Bylaw, and there is consistency in the size of secondary dwellings with variation in heights. Depending on which communities participate, the design parameters for the competition could have two categories. A rural category which would meet the Agricultural Land Commission requirements for a secondary dwelling, and an urban category which would take into account lane access, smaller lot sizes and the potential for a second story with consideration of window placement to protect neighbours' privacy.

Community	Max Size (area)	Max Height
Electoral Areas	90 m ² / (968 square ft.)	8 m (26.25 feet)
Vernon	Lesser of 80 m ² - 90 m ² or 75% of the net floor area (depending on the lot size and lane access).	1.5 – 2 Storeys (depending on the lot size and lane access).
Armstrong	90 m ² (968 square ft.)	7.5 m (24.6 feet)
Enderby	90 m ² (968 square ft.)	4.5 m (14.76 feet)
Spall	70 m ² (753 square ft.)	1 Story
Lumby	90 m ² (968 square ft.)	7 m (23 feet)
Coldstream	90 m ² (968 square ft.)	6.5 m (21.3 feet)

The Electoral Areas have committed to holding the design competition for rural secondary dwellings with a budget of approximately \$17,000, acknowledging that the fees associated with purchasing plans would go directly back to the winning designers/architects. The RDNO has not identified a cost formula for additional participants, however, it should be nominal but will depend on how many communities want to participate. Please let us know if your community would like to be involved by December 16, 2022. Staff from each participating community will assist in developing the design criteria and terms of reference. The goal would be to launch the competition in January and have plans available for purchase in the spring of 2023.

If you have any questions about this initiative, feel free to contact me, Laura Frank, Regional Planning Projects Manager, at (250) 550-3768 or laura.frank@rdno.ca.

Sincerely,



Laura Frank, MCIP, RPP
Regional Planning Projects Manager
/lf

Encl: Staff Report dated August 22, 2022: Pre-approved Building Plans for Secondary Dwellings on Rural Properties

TO: Electoral Area Advisory Committee

FROM: Planning Department

File No: 3045.01.04

Date: August 22, 2022

SUBJECT: Pre-approved Building Plans for Secondary Dwellings on Rural Properties

RECOMMENDATION:

That staff be directed to initiate a design competition to develop pre-approved building plans for secondary dwelling units within the region; and further

That direction be provided on the design competition's scope and scale, including the identification of partners.

SUMMARY:

At the August 17, 2022, Regular Meeting of the Board of Directors, the following resolution was passed:

That staff be directed to prepare a report for consideration by the Electoral Area Directors on shelf-ready projects and pre-approved building plans for secondary dwelling units on rural properties.

DISCUSSION:

The Regional Housing Needs Assessment for the North Okanagan has identified that housing affordability and supply across the housing spectrum (Non-Market to Market Housing) is one of the most significant challenges for communities within the region and will continue to worsen. The Regional Housing Strategy has several actions identified to help lessen the costs and increase the supply of affordable housing units.

Action 2.1 specifically promotes innovation and recognizes the need to build upon existing research and information sharing to identify innovative policies and projects to address the regional housing challenge. An example included was the Passive Home Apartments built in Whistler, BC. This 24-unit four-storey pre-fabricated building was constructed in 14 days (site-build-time) and now operates at a much lower price than a traditional stick-built home due to its energy-efficient design. Other communities such as Nelson and the City of Kelowna have held design competitions for laneway housing and infill designs to support generating new, attainable forms of ground-oriented rental and ownership housing in their community cores.

Nelson, BC

In 2019 the City of Nelson held its Laneway Housing Design Competition and now sells pre-reviewed plans for three different laneway house designs for \$1000 plus GST. The fee for the plans goes directly to the architect, and the applicants benefit from a quicker application review process and an award-winning design at a low cost. The City of Nelson has indicated the design competition was successful,

resulting in more laneway houses in the community, promoting high-quality designs at accessible prices to homeowners, and inspiring more homeowners to build laneway housing while keeping design costs reasonable.

The costs associated with holding the design competition, including prizes, was set at \$17,000 and covered by the Development Services budget.

- 1st prize was \$5,000
- 2nd prize was \$3,000
- 3rd prize was \$2,000

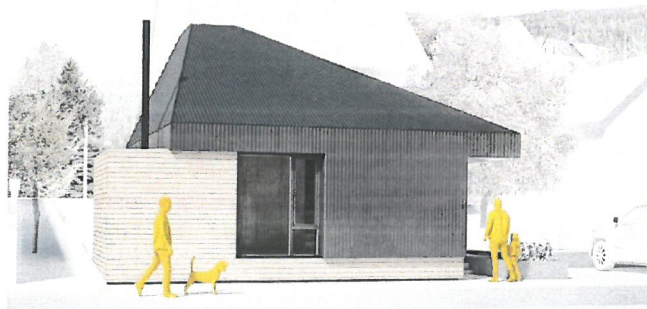
There were four honoraria for Design Review Panelists at \$500 per individual (City staff did not receive honoraria) and a Communications budget of \$5,000. The Design competition timeline spanned approximately one year as multiple submission deadlines were included in case of a low number of entrants.

In total, the City received twenty-nine entries. A five-member expert design review panel critiqued the submissions. Five of the entrants were invited to participate in the second round, where they were to elaborate on their plans and respond to the feedback provided by the panellists. The top three winning designs included:

"Kootenay Three-Step" by Tony Osborn Architecture + Design Inc. Of Vancouver. The design provides variations ranging from 571 to 858 ft².



The second-place winner, "Nelson Peaks" by Tyler Reynolds & Adrienne Gerrits, Halifax Nova Scotia. It offers 850 ft² of living space.



The third-place winner, "The Pica" was designed by Carmen Dipasquale of SNT Engineering and Rod Taylor of Rod Taylor Design, both of Nelson BC.



City of Kelowna

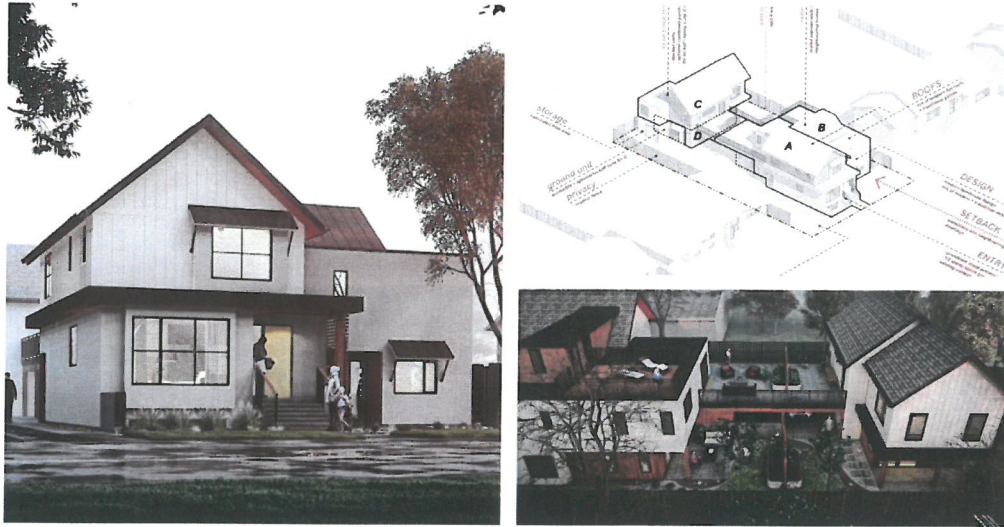
In 2021 The City of Kelowna launched its Infill Challenge Design Competition 2.0. The design competition aimed to generate innovative ideas for infill housing that enhanced affordability, diversity, resiliency, inclusivity, and livability in Kelowna's housing system. This competition spanned a six-month timeframe and had a budget of \$56,000. This included a \$10,000 grand prize, \$5,000 for second place, and \$2,500 for third place. There was a team of six external jurors; each was given a \$1,500 honorarium due to a significant time commitment. \$4,600 was spent on advertising (through industry magazines/websites and social media). Overall the project was completed under budget as a lot of the work was completed in-house and online.

A total of 56 submissions were received, including some international entrants. The winning designs were as follows:

1st Place - Miguel Angel Jimenez Gonzalez Cruz



2nd Place - Bluegreen Architecture "Mosaic"



3rd Place - Twobytwo Architecture Studio "The Garden Cluster"



Electoral Area Context

As of December 31, 2021, the Agricultural Land Commission (ALC) changed the regulations to allow farmers and ALR landowners to have both a principal residence and a small secondary residence. Permission for the second residence is only required from a local government or First Nation as long as the size of the secondary residence meets the new regulations. For properties 40 hectares (100 acres) or smaller, the ALC permits one second residence of 90 m² (970 ft²) or less if the existing residence is 500 m² (5,400 ft²) or less. On properties 40 hectares (100 acres) or larger, a second residence 186 m² (approximately 2,000 ft²) or less is permitted, no matter the size of the first residence. Since most of the developable rural lands within the region fall within the ALR, staff recommend the pre-approved building plans be for a second dwelling of 90 m² (970 ft²) in size. This size (90 m²) also aligns with the proposed amendments and permitted uses in the Regional District of North Okanagan Zoning Bylaw No. 1888, 2003.

NEXT STEPS:

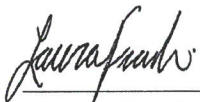
Staff are supportive of holding a design competition to establish pre-approved building plans for secondary residential dwellings for a number of reasons: It will create efficiencies in the building permit review process, expediting the application review timeline and enabling applicants to proceed to construction at a quicker rate. It will result in high-quality, innovative designs at an affordable price. It will simplify and reduce barriers for applicants who may have thought about building a Secondary Dwelling but have felt overwhelmed by the costs in the design and permitting process. Assuming there is sufficient up-take, there will be additional housing units to accommodate residents within the region, alleviating some of the existing backlog in need.

As demonstrated by the City of Nelson and the City of Kelowna, these design competitions have proven to be successful. There are two options to consider moving forward:

- Host a design competition for a 90 m² Second Dwelling unit suitable for rural areas. This approach will take a minimum of six months to complete but may result in new creative and innovative ideas. A budget similar to the City of Nelson's appears feasible (\$17,000) with the acknowledgment that the fees associated with purchasing plans would go directly back to the winning designers/architects.
- Collaborate with member municipalities and the Regional Growth Strategy Support Team to see if there is support to hold a region-wide design competition where the winning plans would be available for purchase in all member municipalities within the RDNO. If there is support, planning staff throughout the region could identify the parameters for the competition to identify a range of Second Dwelling / Carriage Home / Laneway Housing design options that meet the various Zoning Bylaw requirements. Having such plans available for purchase and a quicker approval timeline would contribute to more housing supply throughout the region, including the densification of the Swan Lake Residential Infill Development nodes once sewer becomes available.


Staff are requesting feedback on the preferred approach for the design competition, specifically regarding the scope, scale, and potential partners (region-wide approach or electoral areas only). Based on this feedback, staff can develop a set of Terms of Reference, which could be presented to the committee at the December EAAC or RGMAC meeting for consideration. The goal would be to have pre-approved building plans ready for applicants to purchase in 2023.

Submitted by:



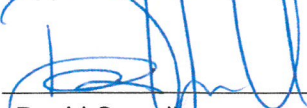
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