

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: September 5, 2023
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.

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.

The access codes for this meeting are:

*Meeting ID: 857 7993 4939
Passcode: 701839*

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. LAND ACKNOWLEDGEMENT

We respectfully acknowledge that we are on the traditional and unceded territory of the Secwepemc.

2. APPROVAL OF AGENDA

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of August 21, 2023 Page 3

3.2 Public Hearing Report August 21, 2023 Page 12

4. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

5. BYLAWS

5.1 Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1772, 2023 (Adoption) Page 17

5.2 Amendment to Business License Regulations and Fees for Cannabis-Related Businesses – Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1776, 2023 and Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1777, 2023 Page 19
Memo prepared by Planner dated August 30, 2023

6. REPORTS

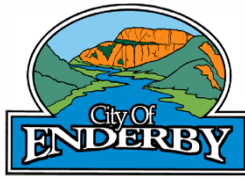
- 6.1 Mayor and Council Reports
- 6.2 Area F Director Report
- 6.3 Chief Administrative Officer Report
 - 6.3.1 Council Inquiries

7. NEW BUSINESS

- 7.1 Proposed Amendments to City of Enderby Zoning Bylaw No. 1550, 2014 –
Downtown Designated Parking Area and Shipping Container Regulations Page 26
Memo prepared by Planner dated August 30, 2023
- 7.2 Funding to Support Business Association Feasibility Initiative Page 34
Memo prepared by Chief Administrative Officer dated August 31, 2023

8. PUBLIC QUESTION PERIOD

9. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, August 21, 2023 at 4:30 p.m. in Council Chambers.

Present: Mayor Huck Galbraith
Councillor Tundra Baird
Councillor Roxanne Davyduke
Councillor David Ramey
Councillor Brian Schreiner
Councillor Sarah Yerhoff

Absent: 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

LAND ACKNOWLEDGEMENT

We respectfully acknowledge that we are on the traditional and unceded territory of the Secwepemc.

APPROVAL OF AGENDA

Moved by Councillor Schreiner, seconded by Councillor Yerhoff
“THAT the August 21, 2023 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of July 17, 2023

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT the July 17, 2023 Council Meeting minutes be adopted as circulated.”

CARRIED

PUBLIC HEARINGS

Official Community Plan Amendment, Rezoning and Zoning Amendment #0014-23-OR-END

The regular meeting gave way to the public hearing at 4:35 p.m.

The regular meeting re-convened at 6:34 p.m.

DEVELOPMENT MATTERS AND RELATED BYLAWS

Official Community Plan Amendment, Rezoning and Zoning Amendment #0014-23-OR-END (Third Reading and Adoption)

Councillor Schreiner stated that, while he intended to vote against the amendments, as a community we need and should be accepting of all types of housing, including rentals.

Councillor Ramey stated that the zoning text amendment to reduce the required square footage for a triplex is significant and he expects that the developer will need to request further variances in the future should this development go ahead.

Councillor Davyduke thanked the public for coming and voicing their concerns. Explained that many of the questions and concerns have been addressed, and that this proposal only results in an increase in density of 1 dwelling. Stated that she is supportive of the application.

Councillor Baird explained that this is a difficult lot to build on. There is a lack of available lots in Enderby for housing and if a developer can find a way to develop this land for housing, she is supportive.

Councillor Yerhoff thanked members of the public for attending. Explained that we are in a housing crisis and this creates housing. Stated that she is supportive of the application.

Mayor Galbraith Thanked members of the public for their input. Explained that new housing, especially affordable housing is important. Stated that he is supportive of the application.

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT Council receives and files the attached Staff Report dated July 13, 2023;

AND THAT having considered the input of the Public Hearing, Council gives third reading and adopts the City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1773, 2023 which proposes to change the future land use designation for a 722.4 m² (7,775.8 square foot) portion of the properties legally described as, i) LOT 1 BLOCK 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1094 EXCEPT PLAN M13332 and located at 902 Regent Avenue, Enderby BC, and ii) LOT 2 BLOCK 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1094 and located at 906 Regent Avenue, Enderby BC, shown as Lot B on Schedule ‘A’ attached to and forming part of Bylaw No. 1773, from Residential Low Density to Residential Medium Density;

AND THAT having considered the input of the Public Hearing, Council gives third reading and adopts the City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1774, 2023 which proposes the following for a 722.4 m² (7,775.8 square foot) portion of the properties legally described as, i) LOT 1 BLOCK 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1094 EXCEPT PLAN M13332 and located at 902 Regent Avenue, Enderby BC, and ii) LOT 2 BLOCK 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE

DISTRICT PLAN 1094 and located at 906 Regent Avenue, Enderby BC, shown as Lot B on Schedule ‘A’ attached to and forming part of Bylaw No. 1774:

1. *Rezone the land from the Residential Single Family (R.1-A) zone to the Residential Multi-Family Low Intensity (R.3-A) zone;*
2. *Reduce the minimum lot area for three-family dwellings from 1,000 m² (10,764 square feet) to 700 m² (7,535 square feet); and*
3. *Increase the maximum permitted gross density from 41 units per hectare (16.59 units per acre) to 42 units per hectare (17 Units per acre),*

AND THAT adoption of City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1773, 2023 shall come into force and effect once the proposed boundary lot adjustment subdivision associated with the subject properties (File No.: 23-0350-END-SUB) is complete;

AND FURTHER THAT adoption of City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1774, 2023, shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw and the proposed boundary lot adjustment subdivision (23-0350-END-SUB) is complete.”

CARRIED
OPPOSED Councillor Schreiner
Councillor Ramey

Development Variance Permit #0062-23-DVP-END

Mayor Galbraith asked if the public would like to make representation.

Marla Jean Matutat, 122 Timberlane Road, Enderby BC

- Concerns that the costs to fund the infrastructure, for which the applicant is requesting a variance, will fall to the taxpayer.
- Concerns about water pressure in the area and the effect that adding five new homes will have.
- Concerns about the future need for water in the area and the proposed road standard.

Planner explained that there are no plans to service Timberlane road with community sewer, or to add sidewalks and curbing in the future as it is a rural road. The expectation is that the developer will construct to centreline or provide cash-in-lieu for a future road renewal to match the current and expected service levels of the road.

Chief Administrative Officer further explained that it would be unfair to a developer to collect cash-in-lieu for infrastructure that the City never intends to build.

The Planner read the written submission:

Marla Jean Matutat, 122 Timberlane Road, Enderby BC

- Asked what the costs of the requirements that the developer is asking to vary would be.
- Concerned that this decision will set a precedent for future development.
- Asked why the developer is asking for these requirements to be varied at this stage of the project.
- Concerned about the condition of Gunter-Ellison Road and the increase in traffic from this and other new developments in the area.

- Concerned about the safety of pedestrians on Gunter-Ellison Road.
- Concerned about increased traffic and heavy machinery on Timberlane Road during the construction of the new homes.
- Concerned about the burning of organic materials cleared from the lots.
- Concerned that the cost of future upgrades to the road will fall to the taxpayer.
- Concerned about the trees being removed and the impact to the beauty and privacy of the area.

Mayor Galbraith invited the developer to speak to the application.

Stephen Smith, Applicant

- Noted that he also lives on Timberlane Road and has never had an issue with water pressure.
- Explained that the burning that occurred was permitted by the City and was only done in an area that was inaccessible to machinery. He plans to have the remainder chipped and removed.
- Noted that there are many streets in the City that do not have curbs and sidewalks.

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT A SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 27274 EXCEPT PLAN KAP59772 and located at 107 Timberlane Road, Enderby B.C. to vary the Local Road Standards set out in Section 2.0 of Schedule “A” of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by not requiring the provision of curbing, sidewalks, or sanitary sewer main along Timberlane Road, as part of construction to centreline requirements for the proposed subdivision at 107 Timberlane Road, Enderby BC.”

CARRIED

CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

Mary Jane Rigs ‘n Cannabis – Request to Amend Business License Regulations Related to Retail of Cannabis

Moved by Councillor Baird, seconded by Councillor Schreiner
“THAT with respect to regulating the hours of operation for Cannabis-Related Businesses, Council amends the bylaw to restrict Cannabis-Related Businesses from operating before 9:00 am or after 11:00 pm, consistent with the provincial requirement.”

CARRIED

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT with respect to regulating the display of items for Cannabis-Related Businesses, Council amends the bylaw to remove the regulation which restricts the display of items related to the consumption of cannabis which can be seen by a minor outside of the premises and defer to the provincial requirement which prohibits window displays.”

CARRIED

Moved by Councillor Baird, seconded by Councillor Ramey
“THAT with respect to regulating advertising, promotion and signage for Cannabis-Related Businesses, Council amends the bylaw to remove the regulation which, i) restricts the

advertisement or promotion of cannabis which can be seen or heard by a minor who is outside the premises, and ii) restricts signs from only displaying alpha-numeric characters and the business name, and include regulations related to advertising, promotion and branding, consistent with the provincial requirements.”

CARRIED

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT with respect to regulating the provision of police information checks for Cannabis-Related Businesses, Council amends the bylaw to remove the regulation which requires Cannabis-Related Businesses to provide police information checks at any point in the business licensing application process, and defer to the background checks required as part of the provincial licensing process.”

CARRIED

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT Council directs Staff to report back with a proposed adjustment to the business license application and renewal fee for Cannabis-Related Businesses that has a reasonable relationship between the fee charged and the service provided.

AND THAT Council directs staff to prepare amendment bylaws to the City of Enderby Business License and Regulation Bylaw No. 1558, 2014 and the City of Enderby Fees and Charges Bylaw No. 1479, 2010 to the extent needed to implement the changes.”

CARRIED

Business Street Banner Program

Moved by Councillor Schreiner, seconded by Councillor Baird
“THAT Council does not pursue a business street banner program at this time and continues to fund the placement and renewal of street banners which are focused on community promotion and public art;

AND THAT Council does not permit this placement of portable signs on public sidewalks, other than sandwich boards, pursuant to the City’s Sidewalk Encroachments Policy.”

CARRIED

BYLAWS

Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1772, 2023 (Second and Third Reading)

Moved by Councillor Ramey, seconded by Councillor Schreiner
“THAT Council considers the correspondence from the Medical Health Officer, dated August 14, 2023, in response to Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1772, 2023;

AND THAT Council gives second and third reading to Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1772, 2023.”

CARRIED

REPORTS

Mayor and Council Reports

Councillor Baird

Reported that Friday Night Lights was a success.

Councillor Davyduke

Spoke with a supervisor from the Vernon Emergency Support Services Reception Centre.

Noted that, if people would like to volunteer for the next activation of an ESS Reception Centre, they can sign up at the City of Vernon website. The SPCA and Salvation Army are also accepting volunteers.

Praised Staff for the emergency planning that has been done for the City of Enderby. Noted that is important to inform the public about Alertable, so that they can receive updates during emergency situations.

Councillor Yerhoff

Reported that Friday Night Lights was great.

Things are going well at the Harvest Hut.

Had a meeting with a representative of the BC Rural Health Network.

Councillor Schreiner

Nothing to report.

Councillor Ramey

Nothing to report.

Mayor Galbraith

Nothing to report.

Chief Administrative Officer

Attended Friday Night Lights, it went over very well once.

Had a meeting with our Drinking Water Officer. Among other things, the proposed Water Treatment Plant expansion and the reservoir renewal were reviewed.

Structural engineering and public health review of the water reservoir replacement project are proceeding. Chief Administrative Officer will meet with the design engineer soon to review some things related to the movement of water between the City's two pressure zones.

In the process of setting up interviews with shortlisted candidates for a Public Works Utility Worker and a Parks Recreation Facility Maintenance Worker.

Installation and calibration of a new effluent flow meter at the Wastewater Plant was recently completed. A very significant discovery was made that our flow rates are considerably lower than what the meters had been reading. Once discovered, the correction provided flow rates that are much more accurate, and resolved some long-standing questions about why the City's Wastewater Plant had atypical settings in order to maintain the right balance for proper treatment. The biggest change that is expected is that the City's wastewater operations are much less likely to enter into permit non-compliance due to flow rates exceeding the daily maximum allowed by permit.

The pool was shut down over part of the weekend due to wildfire smoke and ash. It is re-opened as of today, but may need to close again depending on air quality.

Damage was done by two vehicles to two of the ball diamond outfields at Riverside Park over the weekend. Repairs are being done.

The Garden Club is collaborating with a local resident on a new community engagement project involving Cornerstone Garden, which will involve the installation of a "rock snake" where individual community members can decorate and install a 3" rock segment.

Gave special thanks to one of the City's Parks casual workers, Grant Danbrook, who is also a retired Parks foreman, who really stepped up over the weekend both with challenges at the pool and at the ball diamonds.

Also gave special thanks to the firefighters who deployed along with an apparatus to the West Kelowna wildfire. Several of the same firefighters also deployed to the Osoyoos wildfire a few weeks ago.

Council Inquiries

Councillor Schreiner asked for an update on Rail Trail construction.

Chief Administrative Officer responded that the contractor is expected to resume construction in the fall.

Councillor Schreiner asked for an update on the new AEDs.

Chief Administrative Officer responded that the new AEDs have been deployed in the community. A public announcement is forthcoming.

Councillor Davyduke asked if there is some sort of workshop offered to learn to use an AED.

Chief Administrative Officer responded that when the AED is opened, it talks to the user and gives instructions for operation. Familiarization opportunities for staff are being prepared.

June 2023 Financial Report

Moved by Councillor Baird, seconded by Councillor Ramey

“THAT the June 2023 Financial Report from the Chief Financial Officer be received for information.”

CARRIED

RDNO Building Permit Report – July 2023

Moved by Councillor Baird, seconded by Councillor Ramey
“THAT the RDNO Building Permit Report – July 2023 be received and filed.”

CARRIED

Vernon North Okanagan Detachment: 2nd Quarter Report (April to June) 2023

Moved by Councillor Baird, seconded by Councillor Ramey
“THAT Council receives and files the Vernon North Okanagan Detachment: 2nd Quarter Report (April to June) 2023.”

CARRIED

NEW BUSINESS

Disclosure of Contracts – Council

Moved by Councillor Schreiner, seconded by Councillor Baird
“THAT Council receives and files the Disclosure of Contracts – Council memorandum dated July 25, 2023.”

CARRIED

Appointment to the Enderby & District Service Commission

Moved by Councillor Schreiner, seconded by Councillor Ramey
“THAT Council rescinds the appointment of Denis Delisle to the Enderby & District Services Commission;

AND THAT Council appoints Todd Couch to the Enderby & District Services Commission.”

CARRIED

Participation in Radon Community Testing

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT Council supports the City of Enderby serving as a partner in the BC Lung Foundation’s RadonAware Community Testing Program:

AND THAT Council agrees to the City of Enderby serving as a radon test kit distribution centre for Electoral Area F of the Regional District of North Okanagan”

CARRIED

2024-2027 Permissive Tax Exemptions

Moved by Councillor Schreiner, seconded by Councillor Baird
“THAT Council approves providing the properties listed as Appendix “A” with a permissive tax exemption for the 2024-2027 taxation years.”

CARRIED

Pay Parking Program for Tuey Park

Councillor Baird asked that this topic be added to the agenda for the next strategic planning session.

Moved by Councillor Schreiner, seconded by Councillor Ramey
“*THAT Council does not pursue a pay parking program for Tuey Park at this time.*”

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

CLOSED MEETING RESOLUTION

Moved by Councillor Baird, seconded by Councillor Yerhoff
“*THAT pursuant to Section 92 of the Community Charter, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (k) of the Community Charter*”

CARRIED

MATTERS RELEASED FROM IN-CAMERA

Riverside RV Park – July 31, 2023 Financial Update

Moved by Councillor Baird, seconded by Councillor Yerhoff
“*THAT Council receives the Riverside RV Park – July 31, 2023 Financial Update for information;*

AND THAT Council releases this matter from in-camera.”

CARRIED

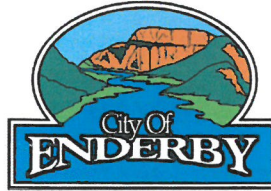
ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Davyduke
“*THAT the regular meeting of August 21, 2023 adjourn at 8:40 p.m.*”

CARRIED

MAYOR

CORPORATE OFFICER



THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held on August 21, 2023 at 4:35 p.m. in Council Chambers.

Present: Mayor Huck Galbraith
Councillor Tundra Baird
Councillor Roxanne Davyduke
Councillor David Ramey
Councillor Brian Schreiner
Councillor Sarah Yerhoff

Absent: Councillor Shawn Shishido

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

Mayor Galbraith read the rules of procedures for public hearings and introduced the following bylaws:

Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1773, 2023 and Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1774, 2023

Legal: Lot 1 Block 1 Section 26 Township 18 Range 9 West of the 6th Meridian
Kamloops Division Yale District Plan 1094 Except Plan M13332 and Lot 2 Block
1 Section 26 Township 18 Range 9 West of the 6th Meridian Kamloops Division
Yale District Plan 1094
Address: 902 Regent Avenue, Enderby, BC V0E 1V1 (Lot 1) and 906 Regent Avenue,
Enderby, BC V0E 1V1 (Lot 2)
Applicant: James Kay
Owners: Teri Robson and Andrew Kivari

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

Mayor Galbraith invited members of the public from the gallery to make representations.

Esther Langridge, 809 Regent Avenue, Enderby BC

- Opposed to the application
- Concerns about loss of the unconstructed road portion of Regent Avenue, currently used as a sledding hill in the winter.
- Concerns about traffic and safety of children biking.

Joe Langridge, 809 Regent Avenue, Enderby BC

- Opposed to the application.
- Concerns about loss of the unconstructed road portion of Regent Avenue, currently used as a sledding hill in the winter.

John Langridge, 809 Regent Avenue, Enderby BC

- Opposed to the application.
- Concerns about loss of the unconstructed road portion of Regent Avenue, currently used as a sledding hill in the winter.
- Concerns about trees being removed from the hillside.
- Concerns about machinery in the neighbourhood during construction.

Katherine Langridge, 809 Regent Avenue, Enderby BC

- Opposed to the application.
- Presented to Council a survey that she conducted of 17 property owners in the neighbourhood.
- Concerns about water and erosion caused by removal of trees.
- Concerns about destruction of animal habitat.
- Concerns about infrastructure.
- Concerns about increased traffic both during and after construction.
- Concerns about parking.
- Concerns about loss of green space.
- Concerns about increased density.
- Concerns about renters.
- Concerns about room in schools.

John Brennan, 1104 High Street, Enderby BC

- Opposed to the application.
- Concerns about infrastructure.
- Concerns about removal of trees and erosion.
- Concerns about safety of children using the walkway from Salmon Arm Drive to High Street.
- Concerns about the possibility of a dumpster being placed on the property.
- Concerns that there isn't a final plan as to what will be built.
- Concerns about the width of High Street.
- Concerns about other properties in the area being rezoned for higher density in the future.
- Concerns about the current state of High Street, as well as water lines in the area.
- Concerns about a lack of sewer backflow preventers on buildings in the area.
- Concerns about a gas main that goes up the unconstructed portion of Regent Avenue.
- Concerns about distance from a fire hydrant as well as access for firetrucks.

Jim Soper, 123 Cliffview Drive, Enderby BC

- Opposed to the application.
- Concerns about loss of the aesthetics and quietness of the neighbourhood.
- Concerns about removal of trees on the property.
- Concerns about loss of wildlife habitat.
- Concerns about water runoff.
- Concerned that this lot is not large enough for the proposed development.

Andrew Bos, 812 Regent Avenue, Enderby BC

- Opposed to the development
- Concerns about the potential height of the development.
- Concerns about removal of trees on the property.
- Would like to see plans for the project.
- Concerns about water runoff.
- Concerns about the cost of rentals.
- Concerns that this decision may set a precedent for other properties in the area.
- Would prefer a single-family dwelling on this lot.

Angie Riggall, 1102 High Street, Enderby BC

- Opposed to the application.
- Does not trust developers.
- Concerned that there will be more requests for variances in the future.
- Would like letters sent to homeowners within a larger radius around the subject property.
- Opposed to rentals.
- Concerns that this decision may set a precedent for other properties in the area.

James Kay, Applicant

- Desire is to create affordable housing in Enderby.
- Units in this triplex will have 2 or 3 bedrooms and are intended for families.
- Plan is to build one triplex and does not have any future development plans in the area at this time.
- Delivered a brochure to neighbouring properties and received no feedback.
- Has received input from engineers and building professionals that this project is doable on the subject lot.

Bonnie Hardy, 1106 Sicamous Street, Enderby BC

- Opposed to the application.
- Concerns that many people in the neighbourhood did not receive the brochure from Mr. Kay.
- Noted that the greenspace mentioned in the brochure will not be a public park.
- Concerns about the cost of infrastructure required for this development.
- Concerns about fire flows.

John Brennan, 1104 High Street, Enderby BC

- Concerned what will happen when the current owners of 117 Cliffview sell their property.
- Would like the remainder of the unconstructed portion of Regent Avenue to be a public park or trail.

Mr. Brennan asked how voting works for this matter because of the absence of Councillor Shishido.

Chief Administrative Officer responded that Council has quorum to make a decision; however, because the proposal involves a change to the Official Community Plan, a majority of the total number of Council members must vote in favour of the application. In this case, the application must have four votes in favour to be approved, regardless of the number of Council members then in attendance.

Angie Riggall, 1102 High Street, Enderby BC

- Concerns about ground water.

- Asked if the triplex will be strata or rentals. Wanted it to be strata so there would be no rentals, only ownership.

Mayor Galbraith asked if there were any written submissions.

The Planner read the following written submission.

Bonnie Hardy, 1106 Sicamous Street, Enderby BC

- Concerns that letters were only sent to properties within 30 metres.
- Opposed to the application.
- Concerns about effects on infrastructure.
- Concerns about drainage and run-off.
- Concerns about safety and flow of traffic.
- Concerns about parking.
- Concerns about road conditions and a lack of upgrades in the area.
- Concerns about a lack of sidewalks.
- Concerns about noise.
- Concerns about landscaping.
- Concerns about access for firetrucks.
- Concerns about distance from a fire hydrant.
- Concerns about garbage pickup and snow removal.
- Stated that the neighbourhood consensus is that they would prefer a single-family dwelling.
- Asked if there will be strata for the units in the triplex.
- Concerns about surface water runoff.
- Concerns that the slope of the lot is too steep.
- Concerns about the safety of pedestrians on the High Street walkway during construction.
- Concerns about erosion and removal of vegetation.
- Concerns about an increased demand on water and sewer systems and impacts to water pressure in the neighborhood.
- Concerns that this rezoning may set a precedent for future developments in the area.

Mayor Galbraith opened the floor to questions from Council.

Councillor Schreiner asked for clarification on the notification process for these types of applications.

Chief Administrative Officer responded that properties within 30 metres of the boundaries of the subject property receive a letter. For the remainder of the community, the City uses notifications in the local paper and on the City's website.

Council discussed concerns of drainage and increased runoff.

Chief Administrative Officer clarified that the developer is required to submit a storm water management plan that is acceptable to the City and up to good engineering standards, and must meet pre-development flows.

Councillor Ramey asked Mr. Kay if the intent is to stratify the units.

Mr. Kay responded that it would be his desire to create ownership, but that he is unable to commit at this stage to whether the units will be strata or rental.

Councillor Davyduke asked about the gas line that was mentioned that may run up the unconstructed portion of Regent Avenue.

Planner responded that the developer will have to send referrals out to utility companies who will assess the area and give direction to the developer as to what will need to be done to protect their interests.

Councillor Baird asked about garbage disposal on the property.


Planner responded that for multi-family developments garbage pick-up is the responsibility of the owner. They may choose to have a dumpster, but it must be a solid and secured container to not attract wildlife.

Councillor Ramey asked if there is any intent to keep trees on the property.


Mr. Kay responded that he must clear enough to create access and a building pad, but that he intends to preserve as much as possible.

Mayor Galbraith made his closing statement and declared the Public Hearing closed at 6:34 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 August 21, 2023.



Signature



Date

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1772

A BYLAW TO AMEND PUBLIC SPACES BYLAW NO. 1604, 2016

WHEREAS Section 8(3)(b) of the Community Charter authorizes a council to adopt bylaws to regulate, prohibit and impose requirements in relation to public places;

AND WHEREAS Council of the City of Enderby has adopted “City of Enderby Public Space Bylaw No. 1604, 2016”;

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

1. CITATION

This bylaw may be cited as the “City of Enderby Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1772, 2023”.

2. AMENDMENTS

The City of Enderby Public Spaces Bylaw No. 1604, 2016 is hereby amended as follows:

1. By replacing the definition of “Controlled Substance” with the following:

“**Controlled Substance**” means a substance as defined or described in Schedules I, II or III of the *Controlled Drugs and Substances Act* and includes Illegal Drugs;

2. By adding a definition for “Drug Paraphernalia” as follows:

“**Drug Paraphernalia**” means equipment, products, or accessories intended or modified for using a Controlled Substance;

3. By adding a definition for “Illegal Drugs” as follows:

“**Illegal Drugs**” means any Controlled Substance that has received an exemption pursuant to Section 56 of the *Controlled Drugs and Substances Act*,

4. By adding a definition for “Municipal Lands and Improvements” as follows:

“**Municipal Lands and Improvements**” means an area of land, with or without improvements, including a Highway, Park, or other civic use, for which the City possesses, controls, or administers the land or improvement, and includes civic buildings, areas around civic buildings, and areas which are used, or may be used, as Highway or Park;

5. By replacing the definition of “Public Space” with the following:

"Public Space" means any place within the City of Enderby to which the public has either express or implied access, and includes:

- i. Municipal Lands and Improvements;
 - ii. unoccupied areas of Crown Land; and
 - iii. that portion of the Shuswap North Okanagan Rail Trail corridor shown as 'Transportation Corridor' on Schedule 'H' of City of Enderby Zoning Bylaw No. 1550, 2014.
6. By renumbering Section 2 – Definitions and Interpretations in accordance with the above amendments.
7. By replacing Section 3.20 with the following:

No person shall display or use Drug Paraphernalia or a Controlled Substance, including Illegal Drugs, while in or on Municipal Lands and Improvements or the Shuswap North Okanagan Rail Trail.

READ a FIRST time this 19th day of June, 2023.

READ a SECOND time this 21st day of August, 2023.

READ a THIRD time this 21st day of August, 2023.

ADOPTED this ___ day of _____, 2023.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: August 30, 2023
Subject: Amendment to Business License Regulations and Fees for Cannabis-Related Businesses
- Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1776,
2023 and Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1777, 2023

RECOMMENDATION

THAT Council gives Three Readings to Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1776, 2023;

AND THAT Council gives notice of its intention to adopt Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1776, 2023 by posting notice at the public notice board at City Hall and provides an opportunity for persons who consider themselves affected by the proposed bylaw to make representation to Council at its Regular Meeting of September 18, 2023;

AND FURTHER THAT Council gives Three Readings to Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1777, 2023.

BACKGROUND

Following a request from the owners of Mary Jane Rigs 'n Cannabis for the City to amend its Business License Regulations in order to not regulate Cannabis-Related Businesses over and above the provincial and federal requirements, Council passed the following resolutions at its Regular Meeting of August 21, 2023:

- *THAT with respect to regulating the hours of operation for Cannabis-Related Businesses, Council amends the bylaw to restrict Cannabis-Related Businesses from operating before 9:00 am or after 11:00 pm, consistent with the provincial requirement.*
- *THAT with respect to regulating the display of items for Cannabis-Related Businesses, Council amends the bylaw to remove the regulation which restricts the display of items related to the consumption of cannabis which can be seen by a minor outside of the premises and defer to the provincial requirement which prohibits window displays.*
- *THAT with respect to regulating advertising, promotion and signage for Cannabis-Related Businesses, Council amends the bylaw to remove the regulation which, i) restricts the advertisement or promotion of cannabis which can be seen or heard by a minor who is outside the premises, and ii) restricts signs from only displaying alpha-numeric characters and the*

business name, and include regulations related to advertising, promotion and branding, consistent with the provincial requirements.

- *THAT with respect to regulating the provision of police information checks for Cannabis-Related Businesses, Council amends the bylaw to remove the regulation which requires Cannabis-Related Businesses to provide police information checks at any point in the business licensing application process, and defer to the background checks required as part of the provincial licensing process.*

Staff are advancing Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1776, 2023 to Council for Three Readings, consistent with the policy direction above. In accordance with legislative requirements for adopting business license bylaws, it is recommended that Council gives notice of its intention to adopt Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1776, 2023 by posting notice at the public notice board at City Hall and provides an opportunity for persons who consider themselves affected by the proposed bylaw to make representation to Council at its Regular Meeting of September 18, 2023.

Given that the proposed changes to the business licensing requirements for Cannabis-Related Businesses would reduce the amount of Staff time associated with the initial application and annual renewal inspection processes, the business license fee amounts should be reduced accordingly; Staff are proposing the following business license fee amounts for Cannabis-Related Businesses:

Business License Fees for Cannabis-Related Businesses	Current	Proposed
Initial Application	\$3,000	\$2,000
Annual Renewal	\$1,500	\$500

The proposed business license fee structure for Cannabis-Related Businesses is based on the following:

- Keeping Cannabis-Related Businesses on an annual business licensing regime ensures that there is an established point for City Staff to ensure that the sector-specific business license requirements for Cannabis-Related Businesses are being met, along with a fee for cost recovery;
- Despite the proposed changes to the business licensing requirements for Cannabis-Related Businesses, the initial inspection process will still be labour intensive; Staff propose that a \$2,000 initial application fee would provide for cost recovery on average; and
- The proposed changes to business licensing requirements for Cannabis-Related Businesses will help to streamline the annual compliance verification process, which largely involves ensuring that the business is maintaining the infrastructure that they have put in place (i.e. signage,

surveillance, security, etc.); Staff propose that a \$500 annual renewal fee would provide for cost recovery on average.

Should Council support the proposed business licensing fee structure for Cannabis-Related Businesses described above, it is recommended that Council give Three Readings to Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1777, 2023.

Respectfully Submitted,



Kurt Inglis
Planner

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1776

A BYLAW TO AMEND THE CITY OF ENDERBY BUSINESS LICENSE AND REGULATION
BYLAW NO. 1558, 2014

WHEREAS Council of the City of Enderby has adopted “The City of Enderby Business License and Regulation Bylaw No. 1558, 2014”;

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

1. This bylaw may be cited as the “City of Enderby Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1776, 2023”.
2. *Section 2 – Definitions* is amended by including the following definitions for “brand element” and “young person”:
 - “brand element” has the same meaning as defined in the *Cannabis Act*.
 - “young person” has the same meaning as defined in the *Cannabis Act*.
3. *Section 5 - Business Regulations* is amended by deleting Sections 5.i.iii.f, 5.i.iv, 5.i.v.g, and 5.i.v.h, and renumbering the subsequent sections of the Bylaw accordingly.
4. *Section 5 - Business Regulations* is amended by replacing Section 5.i.vii as follows:
 - vii. A license holder for a Cannabis-Related Business must not do any of the following:
 - a) Permit a person under 19 years of age to enter or remain on the premises of the Cannabis-Related Business unless accompanied by a parent or guardian over 19 years of age;
 - b) Operate the Cannabis-Related Business between the hours of 11:00 p.m. and 9:00 a.m. the following day;
 - c) Permit the consumption of any cannabis containing product on the premises;
 - d) Promote cannabis, a cannabis accessory or any service related to cannabis in a way that could be appealing to Young Persons or by presenting it or any of its Brand Elements in a manner that associates it or the Brand Element with, or evokes a positive or negative emotion about or image of, a way of life such as one that includes glamour, recreation, excitement, vitality, risk or daring;

- e) Promote cannabis, a cannabis accessory or a service related to cannabis by displaying a Brand Element of cannabis, a cannabis accessory or a service related to cannabis on a cannabis related item if the item is:
 - i. associated with young persons;
 - ii. appealing to young persons; or
 - iii. associated with a way of life such as one that includes glamour, recreation, excitement, vitality, risk or daring; and
- f) Use the premises to carry on business other than that defined as a Cannabis-Related Business.

READ a FIRST time this day of , 2023.

READ a SECOND time this day of , 2023.

READ a THIRD time this day of , 2023.

ADOPTED this day of , 2023.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1777

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

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

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

1. This bylaw may be cited as the “The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1777, 2023”.
2. Schedule “1” is deleted and Schedule “1” attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this day of , 2023.

READ a SECOND time this day of , 2023.

READ a THIRD time this day of , 2023.

ADOPTED this day of , 2023.

MAYOR

CORPORATE OFFICER

SCHEDULE 1

CORPORATE SERVICES FEES

a.	List of Electors (candidates for local government elected office shall receive the first copy at no charge	\$	20.00	
b.	Minutes of Council proceedings	\$	0.25	per page
c.	Copies of bylaws	\$	1.00	per page
d.	Photocopying	\$	0.50	per page
e.	Copy of the Official Community Plan – Text	\$	10.00	
	– Maps	\$	5.00	
f.	Copy of the Zoning Bylaw – Text	\$	20.00	
	– Map	\$	5.00	
g.	Copy of the Subdivision Bylaw	\$	100.00	
h.	Fax charges	\$	2.00	first page
		\$	1.50	each additional page
i.	Tax Certificates	\$	15.00	
j.	NSF cheques	\$	25.00	
k.	Copies of Infrastructure Maps	\$	1.00	per page
l.	Research and Copy of Property Service Cards	\$	5.00	
m.	Building Permit Deposit Liability	\$	350.00	
n.	Business License Fee	\$	75.00	
o.	Annual Rental Fee for Mobile Vendor Operating on Public Property	\$	100.00	
p.	Annual Business License Fee for Cannabis-Related Business	\$	2,000.00	
q.	Annual Business License Renewal for Cannabis-Related Business	\$	500.00	

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: August 30, 2023
Subject: Proposed Amendments to City of Enderby Zoning Bylaw No. 1550, 2014 – Downtown Designated Parking Area and Shipping Container Regulations

RECOMMENDATION

THAT Council directs Staff to prepare an amendment to the City of Enderby Zoning Bylaw in order to remove the zoning regulations related to, i) the \$3,500 fee for reducing the minimum number of required off-street parking spaces for properties in the Downtown Designated Parking Area, and ii) prohibiting the storage of flammable and combustible liquids or gases in shipping containers;

AND THAT Council directs Staff to update the *Shipping Containers Health and Safety Policy* in order to mirror the health and safety specifications related to the storage of flammable and combustible liquids and gases in shipping containers, as described in the Fire Chiefs' Association of British Columbia's *Position Paper: Intermodal Shipping Container Fire Safety*.

BACKGROUND

Staff are recommending that Council directs Staff to prepare an amendment to the City of Enderby Zoning Bylaw in order to remove the City's zoning regulations related to:

- i. the \$3,500 fee for reducing the minimum number of required off-street parking spaces for properties in the Downtown Designated Parking Area; and
- ii. prohibiting the storage of flammable and combustible liquids or gases in shipping containers.

Below is an overview of these zoning regulations and the rationale for their removal.

\$3,500 Fee for Reducing the Minimum Number of Required Off-Street Parking Spaces for Properties in the Downtown Designated Parking Area

The City's Zoning Bylaw has provisions in the General Commercial (C.1), Highway and Tourist Commercial (C.2) and Service Commercial (C.4) zones which state the following:

Off-street parking shall be provided and maintained in accordance with the provisions of Schedule "B" of this bylaw and the number of parking spaces required to be provided on all lots

shall be determined by the use or uses being carried out on such lots from time to time except as provided in section 901.5 of this bylaw.

Where section 901.5 does not apply, parking is required to be provided on lots lying within the Downtown Designated Parking Area designated on Schedule "H" this bylaw. The number of spaces required for such use may be reduced by the number of off-street parking spaces for which a fee of \$3,500.00 per parking space is paid to the City.

The Downtown Designated Parking Area is shown on Schedule 'A' attached to this memorandum. Section 901.5 outlines the trigger points upon which additional parking spaces would be required for existing buildings within the Downtown Designated Parking Area, which are, i) increases in residential density, and ii) floor area increases which are greater than 10%.

When the Downtown Designated Parking Area regulations were originally introduced, the intent was to provide a mechanism enabling commercial developments, at the City's discretion, to reduce the number of required off-street parking spaces for their development by paying a contribution towards new or existing public parking facilities, which would achieve the following objectives:

- i. help to increase commercial floor space density in the downtown by reducing the amount of land used for off-street parking purposes; and
- ii. allow the City to collect funds which would be applied to the acquisition or improvement of public parking areas in the downtown.

However, the context of the downtown has changed considerably since those regulations were introduced. There is now a significant demand for residential density in the downtown which has or will affect parking availability in public parking lots (i.e. Maud Street parking lot, Russell Avenue parking lot, Mill Avenue parking lot northeast of City Hall). Furthermore, there is very little opportunity for the City to purchase additional land for future parking in the downtown. Given these significant changes to the context of parking in the downtown, the last time the City has accepted this fee to reduce the minimum number of off-street parking spaces was 1996.

Notwithstanding the above, there is an ambiguity associated with this provision, such that some have interpreted the wording to mean that it is an applicant's option to reduce the minimum number of off-street parking spaces for their development by simply paying the \$3,500/space fee, without requiring the approval of the City, which is not the intent of the bylaw.

Given all of the above, it is recommended that Council direct Staff to prepare an amendment to Zoning Bylaw No. 1550, 2014 in order to remove the \$3,500 fee for reducing the minimum number of required off-street parking spaces for properties in the Downtown Designated Parking Area. It should be noted that even if this provision is removed from the Zoning Bylaw, applicants would still have the ability to request a reduction in the minimum number of off-street parking spaces for their development through the Development Variance Permit process.

It should be noted that the removal of the aforementioned fee would in no way impact any existing developments within the Downtown Designated Parking Area, so long as they do not trigger Section 901.5 of the Bylaw by increasing residential density or increasing floor area by greater than 10%; should Section 901.5 of the Bylaw be triggered, additional off-street parking spaces would be required for the proposed development and should an applicant wish to not provide the additional number of spaces, they would need to seek the issuance of a Development Variance Permit.

Lastly, it is Staff's intention to bring forward an alternative parking reserve program for Council consideration at the same time the Zoning Bylaw amendment is brought forward, to the extent necessary to remedy any critical gaps, while reflecting the current context and best practices.

Prohibiting the Storage of Flammable and Combustible Liquids or Gases in Shipping Containers

In 2014, the City of Enderby completed a major update to its Zoning Bylaw and regulations relating to the use and siting of shipping containers were included.

Since that time, the Fire Chiefs' Association of British Columbia has developed a document titled *Position Paper: Intermodal Shipping Container Fire Safety* which outlines their recommended minimum standards for the use of shipping containers as storage structures. The City has taken many of the health and safety specifications from that document and embedded them within the City's *Shipping Containers Health and Safety Policy* (attached as Schedule 'B').

Recently, Staff have identified an inconsistency between the City's Zoning regulations and the Fire Chiefs' Association of British Columbia's standards for the use of shipping containers as storage buildings; currently, the City's Zoning Bylaw prohibits the storage of flammable and combustible liquids or gases in shipping containers whereas the BC Fire Chiefs Association of British Columbia states that flammable and combustible liquids or gases can be stored in shipping containers, under certain conditions. Given this, it is recommended that Council:

- i. directs Staff to prepare an amendment to the City of Enderby Zoning Bylaw in order to remove the zoning regulation which prohibits the storage of flammable and combustible liquids or gases in shipping containers; and
- ii. directs Staff to update the *Shipping Containers Health and Safety Policy* to mirror the health and safety specifications related to the storage of flammable and combustible liquids and gases in shipping containers, as described in the Fire Chiefs' Association of British Columbia's *Position Paper: Intermodal Shipping Container Fire Safety*.

This approach will also break out the health and safety considerations from the Zoning Bylaw, which is a land use document, and place these requirements more squarely within the ambit of the City's Fire Protection Bylaw and the Province's Fire Services Act, which is the enabling statute for Local Assistants to the Fire Commissioner.

Conclusion

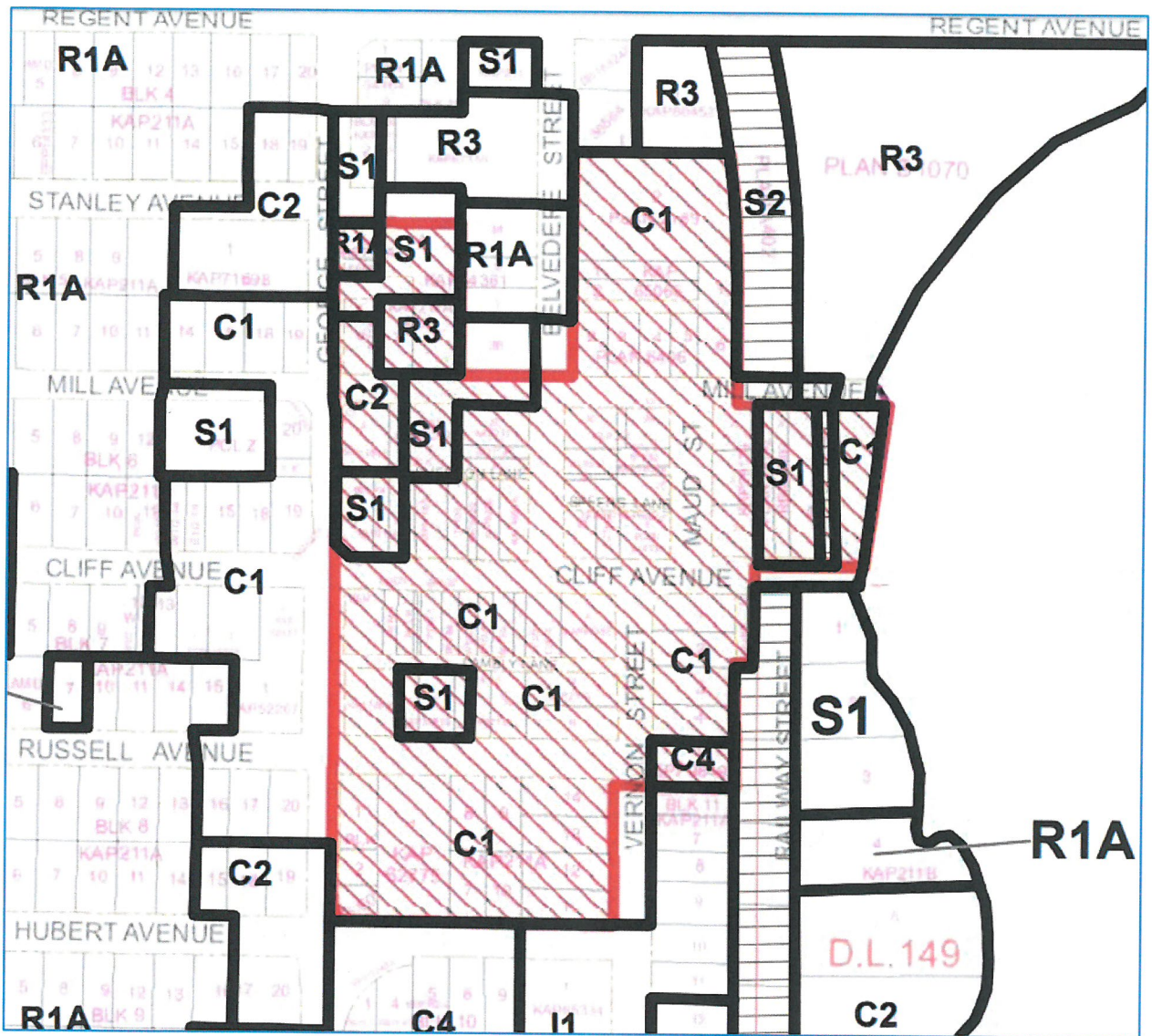
Staff are recommending that Council directs Staff to prepare an amendment to the City of Enderby Zoning Bylaw in order to address the matters described above. It should be noted that once Council directs Staff to prepare the amendment bylaw, it is considered a 'bylaw in preparation' and the City has the ability to withhold the issuance of a building permit or business license which may conflict with that bylaw in preparation, in accordance with Section 463 of the *Local Government Act*.

Respectfully Submitted,



Kurt Inglis
Planner

SCHEDULE 'A'



Crosshatch = Downtown Designated Parking Area

Schedule 'B'

Policy Title	Shipping Container Health and Safety Policy
Policy Number	

Effective Date	Adopted by Council	Replaces N/A
----------------	-----------------------	-----------------

PURPOSE: To adopt a policy that will provide more prescriptive health and safety requirements for the siting and use of shipping containers in the City of Enderby.

POLICY: Interpretation

Shipping container uses and siting must conform to this policy and all land use regulations, as well as the BC Building Code, BC Fire Code, and any other relevant health and safety enactment.

This policy is intended to be read in conjunction with section 314 of the City of Enderby Zoning Bylaw No. 1550, 2014.

A shipping container is a “building” as defined by both the BC Building Code and the BC Fire Code: “**Building** means any structure used or intended for supporting or sheltering any use or occupancy.”

Requirements

Institutional, Commercial, and Industrial properties must submit a revised pre-incident plan prior to adding a permanent shipping container to their property, except in emergency circumstances when it must be submitted as soon as reasonably practicable thereafter.

Any material that meets the definition of a hazardous substance, other than a flammable or combustible liquid or gas, must only be stored in a permanent shipping container after:

1. The acceptance of a Fire Safety Plan and Pre-Incident Plan by the Enderby & District Fire Department;
2. Placards describing the hazardous substances are posted on the two container sides most visible to emergency responders and indicating the name of the company/person responsible for the storage and an

emergency telephone contact number marked in lettering visible from 10 metres.

No material that meets the definition of a hazardous substance, including a flammable or combustible liquid or gas, may be stored in a shipping container used for temporary purposes.

Shipping containers shall not be sited within 3 metres of power lines.

Shipping containers must be sited such that no combustible materials are placed near the container.

Permanent shipping containers must have the following safety features in place:

- One (1) ventilation opening must be added within 150mm of the floor in the container door primarily used for opening.
- One (1) ventilation opening must be added within 150mm from the top of the container on the opposite end from the doors for cross ventilation.
- The high ventilation opening cannot be directly venting toward a structure.
- Neither ventilation opening can be obstructed by stored materials at any time and must be kept clean of internal and external debris.
- The additional ventilation openings must be constructed based upon the following minimums:
 - Two (2) 0.3 x 0.3 m openings for containers six metres or less.
 - Two (2) 0.5 x 0.5 m openings for containers over six metres.
 - Both openings must be covered by open grate wire mesh with greater than 50% free area.
 - Higher opening will also have a wind vent device, such as a wind turbine.

Standard existing environmental vents normally built into shipping containers are not acceptable as ventilation openings for land-based storage applications. These were designed for air movement based upon atmospheric weather changes only and do not provide adequate air flow.

Implementation

An authorized person, subject to conditions, may enter on property for the purposes of inspection, in accordance with section 16 of the *Community Charter*, section 3.4(a) of the City of Enderby Fire Protection Bylaw No. 1529,

2014, section 101(1) of the City of Enderby Zoning Bylaw No. 1550, 2014, and section 402(5-6) of the City of Enderby Building Bylaw No. 1582, 2015.

The Fire Chief or a person acting under the authority of the Fire Chief may require an owner or occupier of real property to undertake any actions directed by the Fire Chief or Officer for the purpose of removing or reducing anything or condition that the Fire Chief or Officer considers is a fire hazard or increases the danger of fire, in accordance with section 3.4(c) of the City of Enderby Fire Protection Bylaw No. 1529, 2014.

A Local Assistant to the Fire Commissioner may enter and inspect a premises at all reasonable hours for conditions that may endanger life or property or otherwise be a fire hazard and, with the Fire Commissioner's authority, may make an order remedying the dangerous condition or fire hazard, in accordance with sections 21-22 of the Fire Services Act.

A Building Official may administer the City of Enderby Building Bylaw No. 1582, 2015, which includes the ability to post "No Not Occupy" notices, recommend that a Notice on Title be registered against the property, and order the correction of work done in contravention of the Building Bylaw, the Building Code, or any other applicable enactment of local government or the Province of BC.

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: August 31, 2023
Subject: Funding to Support Business Association Feasibility Initiative

RECOMMENDATION

THAT Council provides \$500 from the Community Enhancement Fund to support site host costs incidental to a meeting to explore the feasibility of a business association.

BACKGROUND

The City of Enderby has been without an active business association for several years. Absent that association, there is a gap with respect to local business communication and coordination, which is being expressed by the local business community. Communication and coordination are important functions in service of community economic development.

As with any business association, its success will be determined by the grassroots support of the local business community. If the expressed desire for a business association does not translate into active participation by those whom it serves, the association will not be sustainable.

As a first step towards assessing the grassroots support of the business community, and thus the feasibility of the creating a business association, staff are recommending that funding be provided from the Community Enhancement Fund, up to \$500, to support hosting expenses.

It is hoped that this investment will serve as a catalyst for the business community to create an association that is independent, generally self-sufficient, and serves the needs of its members, as defined by those members.

If there is a lack of interest in creating a business-led, independent, association, the feasibility initiative can conclude, at which point the City can incorporate this finding into its broader consideration of economic development services and supports.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer