

REGULAR MEETING OF COUNCIL AGENDA

DATE: December 4, 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: 849 1422 6664
Passcode: 528661

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

THAT the December 4, 2023 Council Meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of November 20, 2023

Page 3

THAT the November 20, 2023 Council Meeting minutes be adopted as circulated.

4. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

5. BYLAWS

5.1 Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1782, 2023

Page 9

THAT Council adopts the City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1782, 2023.

5.2 Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1783, 2023

Page 12

THAT Council adopts the City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1783, 2023.

6. REPORTS

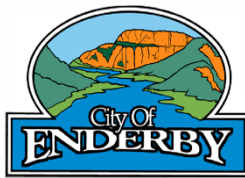
- 6.1 Mayor and Council Reports
- 6.2 Area F Director Report
- 6.3 Chief Administrative Officer Report
 - 6.3.1 Council Inquiries

7. **NEW BUSINESS**

- 7.1 Appointment of Liaison to Enderby Business Association Group Page 15
Memo prepared by Chief Administrative Officer dated November 22, 2023
THAT Council appoints _____ as liaison(s) to the Enderby business association.
- 7.2 2023 Business Walk Results Page 16
Memo prepared by Planner dated November 28, 2023
THAT Council receives this memorandum for information
- 7.3 Naming of Unnamed Laneway Between Regent Avenue and Baird Avenue – Recommendation from Enderby & District Heritage Commission Page 23
Memo prepared by Planner dated November 28, 2023
THAT Council considers the recommendation from the Enderby & District Heritage Commission to name the unnamed lane which runs north/south between Regent Avenue and Baird Avenue as ‘Woods Lane’.
- 7.4 Askew’s Foods Request for Continued Use of Temporary Sign at 1006 George Street Page 30
Memo prepared by Planner dated November 29, 2023
THAT Council directs a continued deferral of enforcing the provisions of the City of Enderby Zoning Bylaw No. 1550, 2014 related to prohibiting temporary signs, for 1006 George Street, subject to the following conditions:
 - 1. *The deferral of enforcement would only apply for a 6-month period, ending on June 4, 2024, and at the end of the 6-month period Askew’s Foods would be required to either:*
 - i. *Remove the temporary sign; or*
 - ii. *Apply through a land use application process to permit the use of a temporary sign on the property.*
 - 2. *The deferral of enforcement only applies to the temporary sign as shown in the attached Schedule ‘A’;*
 - 3. *The temporary sign must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;*
 - 4. *The temporary sign shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.) and be maintained in good repair; and*
 - 5. *Should any of the aforementioned conditions not be adhered to, the City may require that the temporary sign be removed at its sole and unfettered discretion.*

8. **PUBLIC QUESTION PERIOD**

9. **ADJOURNMENT**



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, November 20, 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 Shawn Shishido
Councillor Sarah Yerhoff

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

Chief Administrative Officer requested that item 5.1 be removed from the Agenda as the approval of the Inspector of Municipalities is pending.

Moved by Councillor Ramey, seconded by Councillor Baird
“THAT the November 20, 2023 Council Meeting agenda be approved as amended.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of November 6, 2023

Councillor Shishido noted that his name was misspelled on page 9 of the meeting minutes of November 6, 2023.

Moved by Councillor Yerhoff, seconded by Councillor Shishido
“THAT the November 6, 2023 Council Meeting minutes be adopted as amended.”

CARRIED

Public Hearing Report November 6, 2023

Moved by Councillor Schreiner, seconded by Councillor Baird
“THAT the November 6, 2023 Public Hearing Report be adopted as circulated.”

CARRIED

BYLAWS

Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1782, 2023 and Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1783, 2023

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT Council gives Three Readings to City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1782, 2023;

AND THAT Council gives Three Readings to City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1783, 2023.”

CARRIED

REPORTS

Mayor and Council Reports

Councillor Shishido

Attended an Enderby & District Museum Society meeting. Reported that the cost of the restoration of the fire truck has been almost completely covered by fundraising and grants. The Enderby & District Museum Society’s AGM will be held on November 25th. The History of Enderby book is now on sale for \$30 per copy.

Councillor Shishido asked if there will be snow removal on the Rail Trail this winter.

Chief Administrative Officer responded that it is his understanding that there will not be snow removal on the Rail Trail.

Councillor Davyduke

Attended the follow-up Business Walk with Councillor Yerhoff, Mayor Galbraith, and representatives from Community Futures. Reported that she received excellent feedback about the Events Coordinator and the ease of working with City staff on planning and development matters.

Attended the M.V. Beattie craft fair.

Spoke with the Public Health Nurse. Baby Talk parenting classes are ongoing in Enderby, and the Public Health Nurse is at A.L. Fortune weekly to answer general questions from students. The Lab is now open 5 days per week and accepts both drop-ins and appointments.

Will be attending an Inter-Agency meeting at the end of November.

Councillor Yerhoff

Attended the Remembrance Day Ceremony and noted that there was great attendance from the community.

Attended the follow-up Business Walk.

Councillor Schriener

Attended the Christmas opening event at the Courtyard Gallery.

Will be volunteering at Santa's Workshop.

Attending a North Okanagan Columbia Shuswap Regional Hospital District meeting tomorrow.

Councillor Ramey

Attended an Enderby & District Arts Council meeting. There will be an open house at the Enderby Arts Centre on November 29th from 2 - 6 p.m. The Arts Council will be hosting a Christmas concert in December at the Seniors Centre.

Attended an Okanagan Regional Library Board meeting. Reported that Enderby has crossed a population threshold for more open hours at its branch. Strategic planning is ongoing.

Councillor Baird

Will be volunteering at Santa's Workshop. They are seeking volunteers.

Reported that the Spongebob Musical at A.L. Fortune is great.

Asked if there will be a grand opening for the Enderby section of the Rail Trail.

Chief Administrative Officer responded that he will reach out to the RDNO to verify plans.

Attended the Job Fair at WorkBC.

The Christmas light-up will be on December 1st at 5:30 p.m.

Mayor Galbraith

Attended Splatsin's Remembrance Day Ceremony.

Attended the follow-up business walk.

Will be volunteering at Santa's Workshop.

Chief Administrative Officer

Reported that the community radon challenge distribution week has concluded and all kits were distributed. The program has been well received by the public. Thanked frontline staff for a job well done explaining the program to those who came through the door.

Extended praise to the garden contractor for the condition of Cenotaph Park for the Remembrance Day ceremony this year. A lot of positive feedback has been received from the public. The temporary colouring of the boxwoods performed well for the ceremony, and there are plans to replace the boxwoods at Cenotaph Park next spring.

Met with the pool architect and procurement expert to finalize the RFP document for a construction manager. It should be issued next week.

Has been working with the Planner and Public Works Lead Hand on getting all of the GIS updates prepared and they are now with our GIS programmer to get them transferred onto our infrastructure files. Some of the City's infrastructure was not well documented back in the day, so we are still discovering things and trying to ensure that our data gets more correct over time.

Public Works will be adding a drywell pit to the northwest corner of Railway Street. This is an interim solution only intended to address ponding at the side of the street, which is being exacerbated by the rail-trail parking lot construction. As part of the full construction project, the drainage will need to be addressed on rail-trail lands. The City's recently updated chance find protocol for archeology will be followed.

Russell Avenue street design is proceeding.

The stars and trees have been put up on the downtown light standards. They will be activated closer to the light up. Public Works has picked up the Christmas tree and will be getting some new lights and a star for it early next week.

In the process of renewing the fire mutual aid agreement with CSRD. As Enderby borders both the North Okanagan and the Columbia Shuswap, we have mutual aid agreements on both sides.

RDNO Building Permit Report – October 2023

Moved by Councillor Baird, seconded by Councillor Davyduke

"THAT Council receives and files the RDNO Building Permit Report – October 2023."

CARRIED

NEW BUSINESS

Street Banner Renewal

Moved by Councillor Shishido, seconded by Councillor Ramey

"THAT Council directs Staff to renew and redesign the existing street banners installed throughout the community and considers whether it wishes to install additional street banners in new locations;

AND THAT Council directs Staff to issue a Call for Submissions for street banner designs, with a judging panel to award prizes of \$500 to the winning design submission in both an 'Under 13' and '13 and Over' category;

AND THAT Council appoints Councillor Ramey, Councillor Baird, and Councillor Davyduke as members to sit on the judging panel to select the winning design for each category, and requests that the Enderby & District Arts Council also appoints two members to the panel;

AND FURTHER THAT with respect to the funding mechanism for the renewal and redesign of the street banners, Council authorizes an expenditure of \$12,350, plus an additional \$450 per additional new street banner to be installed, through prior year's surplus."

CARRIED

Councillor Ramey asked if it would be possible to use more than two designs.

Chief Administrative Officer replied that it would be possible, but there would be higher costs for award prizes, graphic design, and layout. If the evaluation committee felt that this was warranted, they could proposed it to Council and seek a budget amendment at that time.

Wagon Rides – Road Closure Application

Moved by Councillor Ramey, seconded by Councillor Yerhoff

"THAT Council approves the City of Enderby Event Coordinator's Road Closure application which proposes to close Belvedere Street from Cliff Avenue to Speers Lane on Saturday December 2, 2023 from 9:30 am – 1:30 pm for the purposes of a wagon ride staging area;

AND THAT Council exempts the applicant from the requirement to petition affected businesses as part of the proposed road closure, subject to the following conditions:

- i. The applicant must ensure that the barricades associated with the road closure are able to be removed temporarily to allow large commercial vehicles from MacPherson Lane to enter Belvedere Street southbound for the purposes of egressing to George Street; and*
- ii. The applicant must provide advance notice of the road closure to businesses in closest proximity to the road closure area."*

CARRIED

CORRESPONDENCE AND INFORMATION ITEMS

Province Introduces Significant Renovations to Local Government Enabling Legislation

Councillor Schreiner reported that the Board of Directors at RDNO will be having a Committee of the Whole meeting to discuss the upcoming changes.

Moved by Councillor Baird, seconded by Councillor Yerhoff

"THAT the Young Anderson Barristers and Solicitors bulletin titled Province Introduces Significant Renovations to Local Government Enabling Legislation be received and filed."

CARRIED

Update to B.C.'s Modernized Emergency Management Legislation

Moved by Councillor Baird, seconded by Councillor Yerhoff

"THAT the Update to B.C.'s Modernized Emergency Management Legislation be received and filed."

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Davyduke

“THAT the regular meeting of November 20, 2023 adjourn at 5:32 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1782

A BYLAW TO AMEND BUILDING BYLAW No. 1582, 2015

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

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

CITATION

1. This bylaw may be cited as the “City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1782, 2023”.

AMENDMENTS

2. City of Enderby Building Bylaw No. 1582, 2015 is hereby amended as follows:
 - a. Section 701.1 is amended by removing the words “the owner” and replacing with “all property owners”.
 - b. Section 703.1 is amended by removing the words “the owner” and replacing with “all property owners”.
 - c. The following is added as Section 704 – LIQUOR LICENSE OCCUPANT LOAD CALCULATION:
 1. An application for a Liquor License Occupant Load Calculation shall be accompanied by:
 - a. A signed application form from the owner(s) of the liquor license establishment or a signing officer if the owner is a corporation;
 - b. Two sets of detailed floor plans (full size, 1/4” = 1 foot scale) showing all washrooms, exits, seating, fixtures and furniture; and
 - c. Payment as specified in the Fees and Charges Bylaw.
 - d. SCHEDULE “A” – CLIMATE VALUES is removed and replaced with SCHEDULE “A” – CLIMATE VALUES attached to and forming part of this bylaw.

READ a FIRST time this 20th day of November, 2023.

READ a SECOND time this 20th day of November, 2023.

READ a THIRD time this 20th day of November, 2023.

ADOPTED this day of , 2023.

MAYOR

CORPORATE OFFICER

SCHEDULE "A" – CLIMATE VALUES

Enderby, BC

Latitude: 50 ° 33 ' 1 " N

Longitude: 119 ° 8 ' 23 " W

Elevation (Metres): 357

Design element	Design value
January 2.5% design dry bulb temperature °C	-18
January 1% design dry bulb temperature °C	-22
July 2.5% design dry bulb temperature °C	33
July 2.5% design wet bulb temperature °C	20
Annual total degree days below 18 °C	3,700
Maximum 15 minute rainfall (mm)	13
Maximum one day rainfall (50 years) (mm)	52
Annual rainfall (mm)	360
Annual total precipitation (mm)	510
Moisture Index	0.43
Driving Rain wind pressure 1/5 years (Pa)	80
Ground snow load, snow component S _s (50 years) (kPa)	3.3
Ground snow load, rain component S _r (50 years) (kPa)	0.1
Hourly wind pressure 1/10 years (kPa)	0.29
Hourly wind pressure 1/50 years (kPa)	0.39

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1783

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. 1783, 2023".
2. Schedule "10" is deleted and Schedule "10" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this 20th day of November, 2023.

READ a SECOND time this 20th day of November, 2023.

READ a THIRD time this 20th day of November, 2023.

ADOPTED this day of , 2023.

MAYOR

CORPORATE OFFICER

**SCHEDULE 10
BUILDING INSPECTION FEES**

Administered through the Building Inspection Bylaw

		\$
1.	Building Permit Application Fees – Non-Refundable:	
	a. Construction value \$1,000 or less	55.00
	b. Construction value over \$1,000 up to \$250,000	109.00
	c. Construction value \$250,000 or more	163.00
2.	Building Permit Fees:	
	a. For the first \$2,000 of construction value	60.00
	b. For each \$1,000 of construction value of part thereof over \$1,000 and less than \$500,000	13.00
	c. For each \$1,000 of construction value or part thereof over \$500,000 and less than \$1,000,000	12.00
	d. For each \$1,000 of construction value or part thereof over \$1,000,000	11.00
	e. For the first five plumbing fixtures	60.00
	f. For each plumbing fixture over the first five	12.00
	g. For installing a Manufactured Home (mobile home) or park model recreational unit	265.00
3.	Building Permit Fees for Agricultural Buildings over 600 square metres:	
	a. For the first \$1,000 of construction value	52.50
	b. For each \$1,000 of construction value or part thereof over \$1,000 and less than \$250,000	11.00
	c. For each \$1,000 of construction value or part thereof over \$250,000	8.25
4.	Sign Permit Fees:	
	a. Application for a Sign Permit (non-refundable)	60.00
	b. Permit for a sign:	
	- for the first \$100 of construction value	60.00
	- for each \$1,000 of construction value or part thereof over \$100	13.00
5.	Demolition / Moving Permit Fees:	
	a. Application of a Demolition / Moving Permit (non-refundable)	55.00
	b. Demolition / Moving Permit	242.00
	c. Demolition / Moving Deposit	2,100.00
6.	Other Fees and Charges:	
	a. Special Inspection or Re-Inspection	109.00
	b. Provisional Occupancy Permit with Re-Inspection	109.00
	c. Administrative Charge to remove a "Notice on Title"	850.00
	d. New products, systems or methods Evaluation Fee	2,415.00
	e. Administrative Charge for refund of Building Permit Fees	230.00
	f. Liquor License Occupant Load Calculation	163.00

7. **Building Permit File Closing Fee (Refundable):**
In addition to other fees and charges payable in accordance with this Schedule at the time of permit issuance, a file closing fee will apply for all building permits as follows:

a.	Where construction value is less than \$10,000	100.00
b.	Where construction value is between \$10,000 and \$50,000	150.00
c.	Where construction value is between 50,001 and \$100,000	300.00
d.	Where construction value is in excess of \$100,000	500.00

8. When all works associated with a building permit are completed and a final inspection has been approved within twenty-four (24) months of the date of permit issuance, the City of Enderby will refund the Building Permit File Closing Fee as follows:

a.	Where construction value is less than \$10,000	100.00
b.	Where construction value is between \$10,000 and \$50,000	150.00
c.	Where construction value is between \$50,001 and \$100,000	300.00
d.	Where construction value is in excess of \$100,000	500.00

9. **Building Permit Deposit Liability (Refundable):**

a.	Liability Deposit – refundable (with interest) upon final inspection and with no damage incurred to City infrastructure	350.00
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Where the works associated with a permit are not completed within twenty-four (24) months of the date of permit issuance, there will be no refund of the Building Permit File Closing Fee.

Any re-inspection fees or fines assessed against the owner/permit holder during the period of construction will also be deducted from the Building Permit File Closing Fee. In addition, if Notice on Title is required, there will be no refund of the file closing fee.

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: November 22, 2023
Subject: Appointment of Liaison to Enderby Business Association Group

RECOMMENDATION

THAT Council appoints _____ as liaison(s) to the Enderby business association.

BACKGROUND

Local businesses have been investigating the possibility of starting an Enderby business association ("the Association"). At this point, its name, organizational model, and objectives are still being determined.

Representatives from the Association's start-up committee have requested a preliminary meeting with City representatives. The proposed meeting is exploratory in nature, to assist the Association in gathering information about potential stakeholders.

Staff are recommending that Council appoint one or two members to serve as liaisons to the Association.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: November 28, 2023
Subject: 2023 Business Walk Results

RECOMMENDATION

THAT Council receives this memorandum for information.

BACKGROUND

Enderby City Council and Community Futures North Okanagan undertook its annual Business Walk on October 17, 2023, with a follow-up Business Walk taking place on November 16, 2023 to connect with additional businesses. The intent of a Business Walk is to learn more about local businesses through face-to-face interviews and to identify opportunities for further supporting community economic development; the British Columbia Economic Development Association has identified Business Walks as a key way to support business retention and expansion.

Mayor and Council and 3 Community Futures representatives took part in this year's Business Walk and were split into 4 teams. The Business Walk targeted commercial and industrial areas within the community and the volunteers gathered information from a total of 36 businesses. A report of the results of the Business Walk survey is attached as Schedule 'A' to this memorandum; some highlights from this report include:

1. 91.7% of surveyed businesses stated that their current state of business is either 'good/increasing' or 'fair/steady', and 62.5% of businesses anticipated that their 2024 revenues would be more than 2023;
2. The surveyed businesses identified 'clientele' and 'location' as what they liked most about doing business within the area, and identified 'finding employees' as the biggest challenge facing their business; and
3. 68.6% of surveyed businesses stated that they would be interested in participating in a local business association, and of those businesses who were interested, 87.5% stated that they would be willing to pay a fee to support the operating costs of that local business association, while 12.5% stated 'maybe'.

The City of Enderby and Community Futures North Okanagan are currently in the process of following up with the 18 businesses that were identified as requiring further assistance.

Respectfully Submitted,

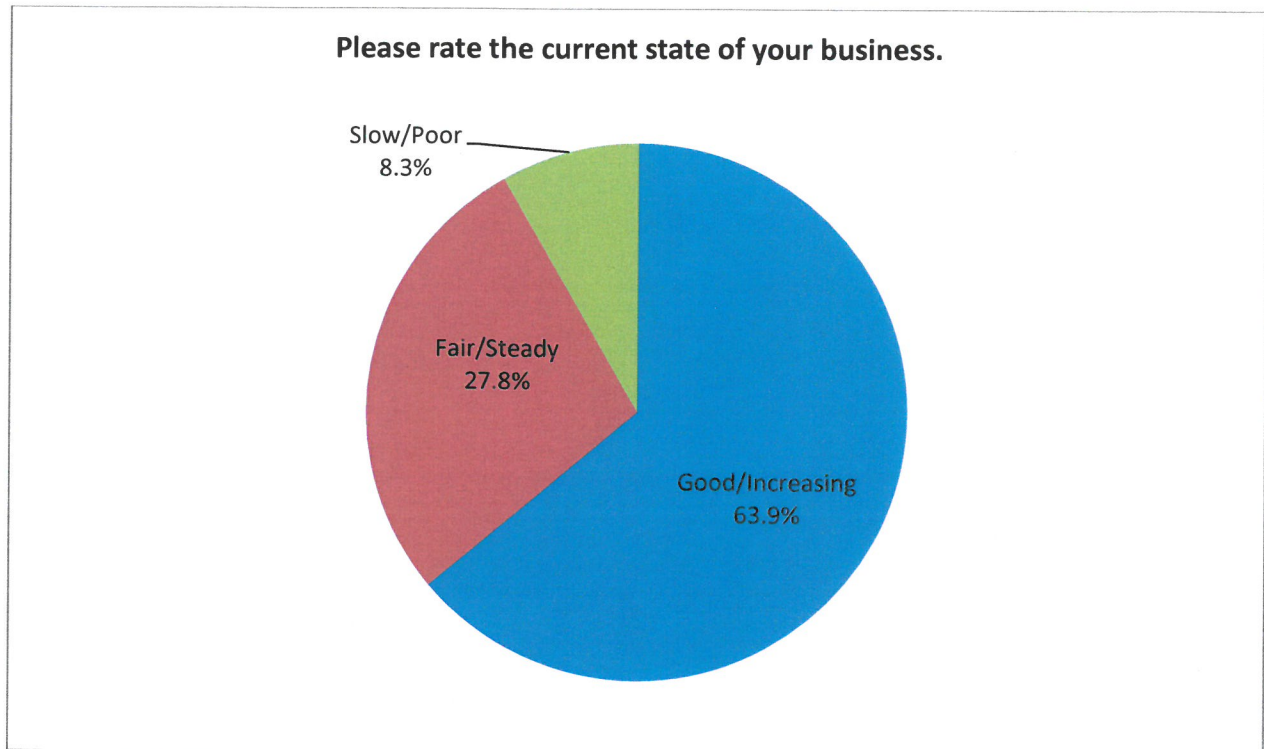


Kurt Inglis
Planner

Schedule 'A' - Enderby Business Walk Survey Results 2023

1. Please rate the current state of your business.

This question is an important indicator in gauging the current economic climate for local business and industry within Enderby. The below results are positive in that 91.7% of businesses described their current state of business as either 'good/increasing' or 'fair/steady'.

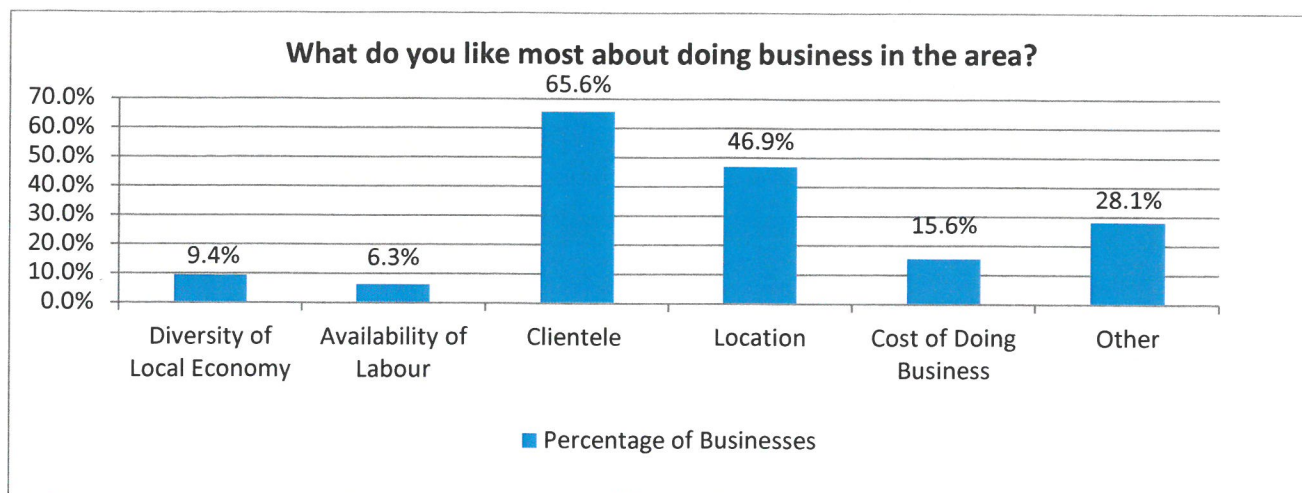


2. What is the average number of employees at your business?

The range of employees typically employed by surveyed businesses was between 1 and 43, with 77.8% of surveyed businesses employing 10 people or less.

3. What do you like most about doing business in the area?

This question was used in order to identify the unique characteristics of the community which are conducive to business success. 65.6% of the businesses surveyed identified 'clientele' as what they liked most about doing business within the area while 46.9% identified 'location' as a key factor. Of the 28.1% who chose 'other' factors, Enderby's small-town feel, attractive downtown, and relative land affordability were identified as key strengths.



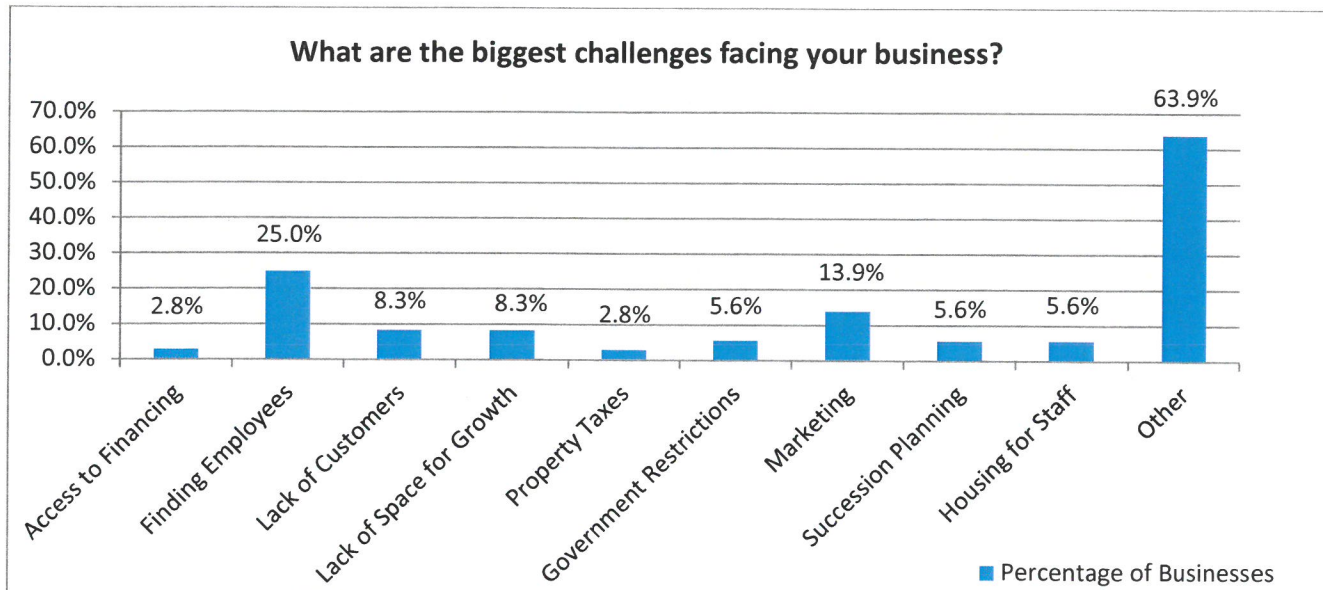
4. What can be done to help your business thrive?

This open-ended question was used in order to identify, i) what can be done to better support local businesses, ii) which areas provide the best opportunity for strengthening the local economic climate, and iii) how best the City of Enderby and Community Futures can follow up with individual businesses in order to provide assistance.

The main themes were improved marketing opportunities, improved access to labour, and more community events.

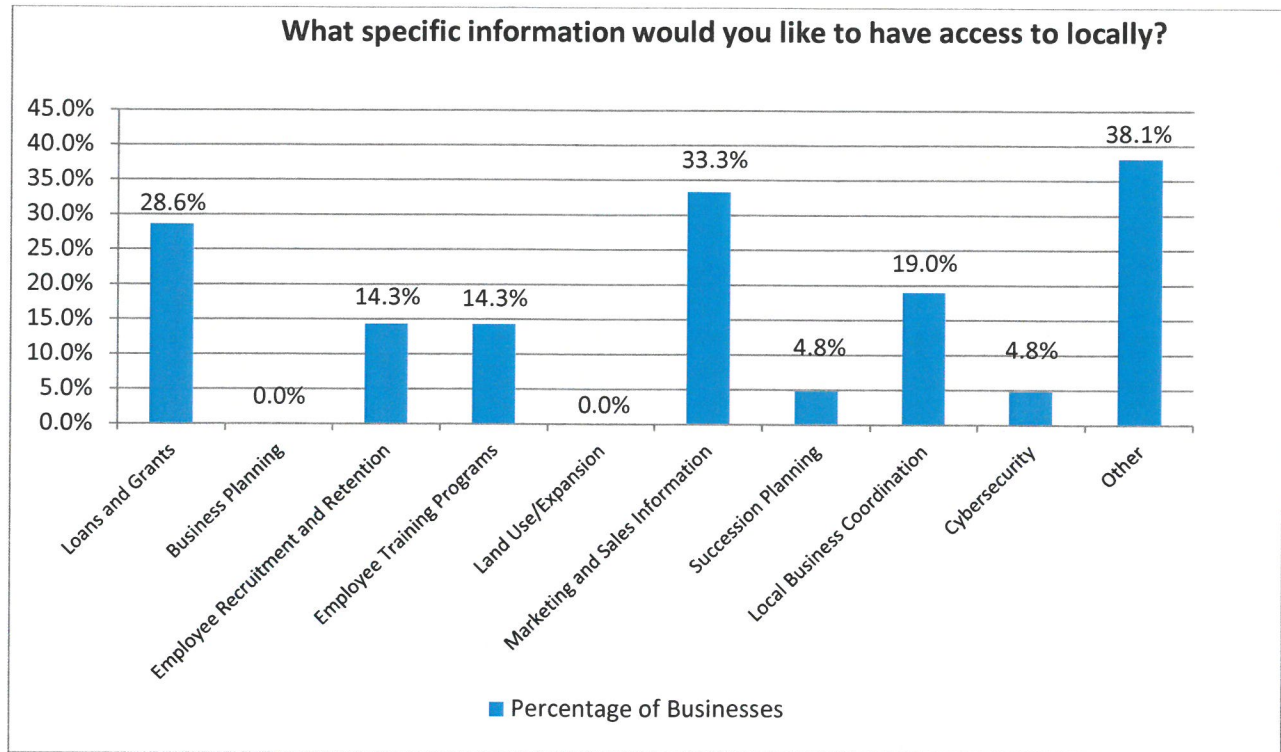
5. What are the biggest challenges facing your business?

This question was used to gain insight regarding the main challenges that local businesses are facing. A total of 25.0% of the surveyed businesses noted that 'finding employees' was their biggest challenge, while 13.9% noted 'marketing'. Of the 63.9% of surveyed businesses who chose 'other' challenges, the main themes related to inflation, lack of skilled labour, and parking/access.



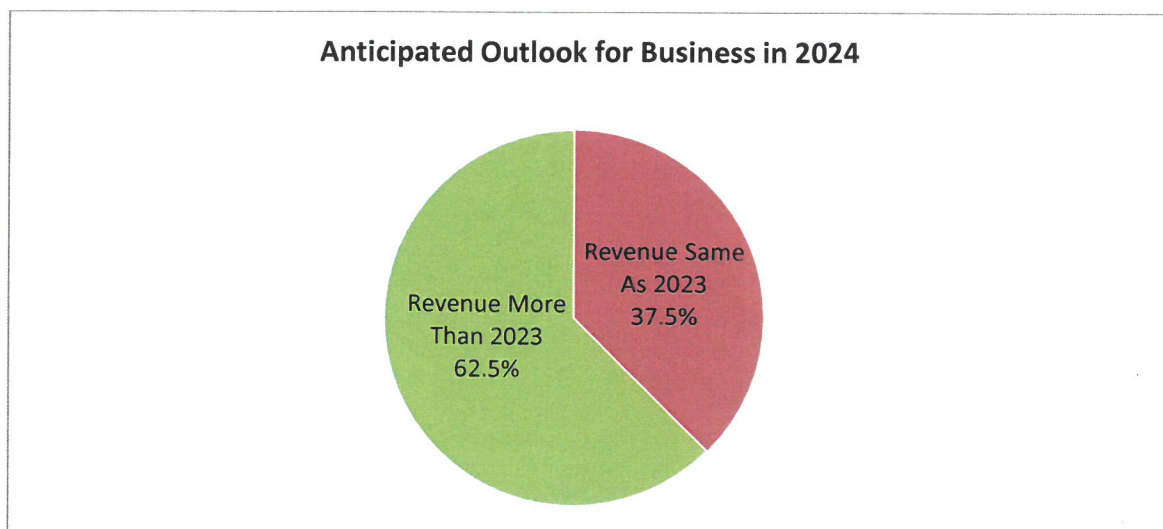
6. What specific information would you like to have access to locally?

This question was geared towards identifying the types of resources that could be used to support local businesses; 33.3% of the surveyed businesses noted they would most like to have access to information related to 'marketing and sales information' and 28.6% noted 'loans and grants'. Of the 38.1% of surveyed businesses who chose 'other' information, the main themes related to customer service and sales training.



7. What is the anticipated outlook for your business in 2024?

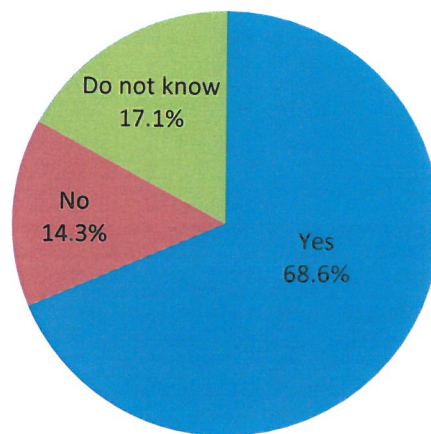
This question was geared towards gaining an understanding of the local economy moving forward. Of the businesses surveyed, 62.5% anticipated that their 2024 revenues would be more than 2023.



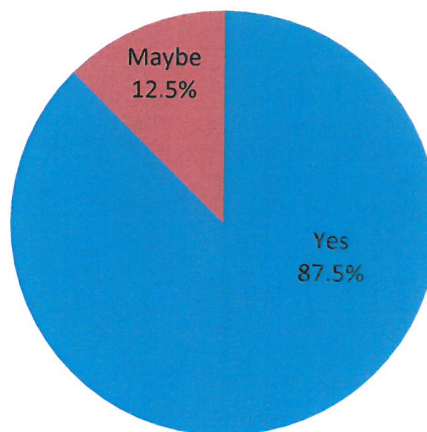
8. Would you be interested in participating in a local business association? If yes, would you be willing to pay a fee to support the operating costs of that business association, such as a paid staff position?

This question was intended to gain insight as to whether there is support within the business community for the creation of a local business association. The follow-up question was aimed at determining whether, if there was support for a local business association, the degree to which the local business community would be willing to fund its ongoing operations. 68.6% of surveyed businesses stated that they would be interested in participating in a local business association, and of those businesses, 87.5% stated that they would be willing to pay a fee to support the operating costs of that local business association.

Would you be interested in participating in a local business association?



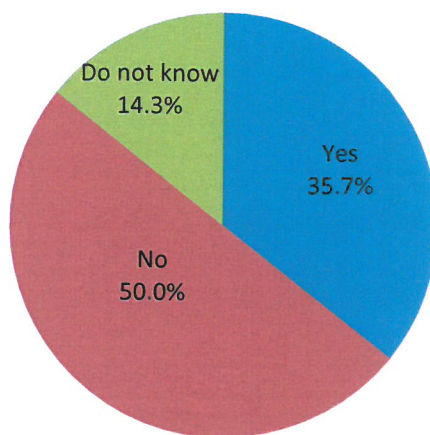
If yes to previous question, would you be willing to pay a fee to support the operating costs of that business association, such as a paid staff position?



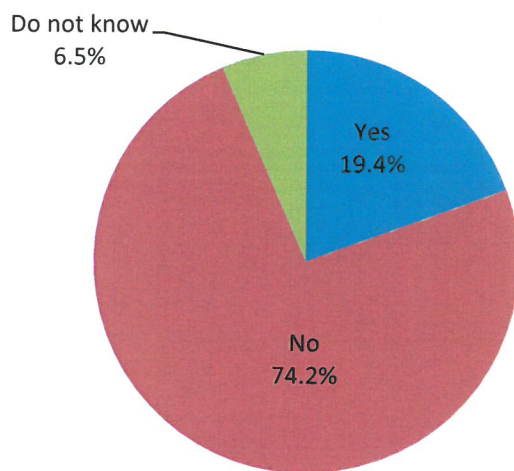
9. **Do you have an updated Business Plan? Do you plan on selling your business within the next 5 years?**

These questions were used to identify opportunities where Community Futures North Okanagan could help businesses with business planning and succession planning. Of the businesses surveyed, 35.7% had an updated business plan and 19.4% planned on selling their business within the next 5 years.

Do you have an updated business plan?

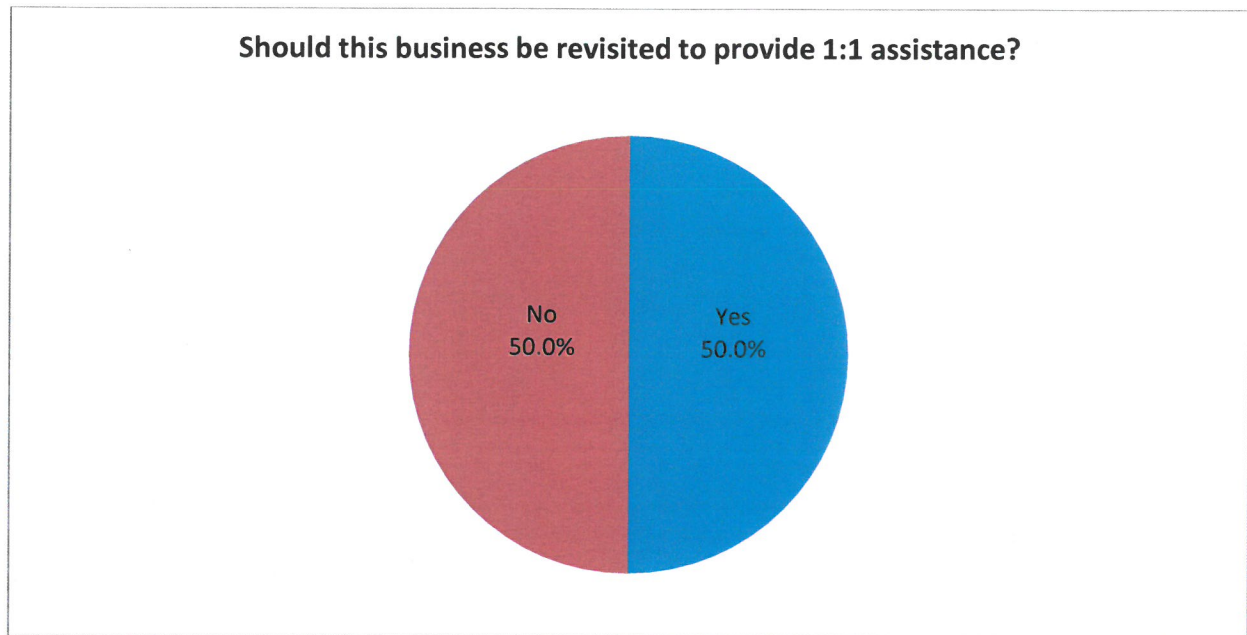


Do you plan on selling your business within the next 5 years?



Walker Question: Should this company be revisited to provide 1:1 assistance?

One of the primary objectives of the Business Walk was to identify businesses that needed additional support or assistance from the City of Enderby or Community Futures North Okanagan. Of the businesses surveyed, 50.0% required some form of assistance; the City of Enderby and Community Futures North Okanagan are currently in the process of following up with the 18 businesses that were identified as requiring further assistance.



THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer

From: Kurt Inglis, Planner

Date: November 28, 2023

Subject: Naming of Unnamed Laneway Between Regent Avenue and Baird Avenue –
Recommendation from Enderby & District Heritage Commission

RECOMMENDATION

THAT Council considers the recommendation from the Enderby & District Heritage Commission to name the unnamed lane which runs north/south between Regent Avenue and Baird Avenue as 'Woods Lane'.

BACKGROUND

There is a constructed unnamed lane that runs north/south between Regent Avenue and Baird Avenue, as shown on the attached Schedule 'A'. The lane has remained unnamed given that there are only three properties that front it and they use Regent Avenue and Baird Avenue for civic addressing purposes. However, 307 Regent Avenue is being developed and the dwellings will rely on this lane for civic addressing purposes, such that the City must now name the lane.

The City's *Street Names Policy* (attached as Schedule 'B') states that preference be given to heritage names when selecting names for streets in the City, with a list of pre-identified heritage street names attached as a schedule to the Policy. This list of pre-identified heritage street names was developed by the Enderby & District Heritage Commission. It should be noted that the City of Enderby and developers are not required to name streets based on the heritage street names listed in the *Street Names Policy*, but it is encouraged.

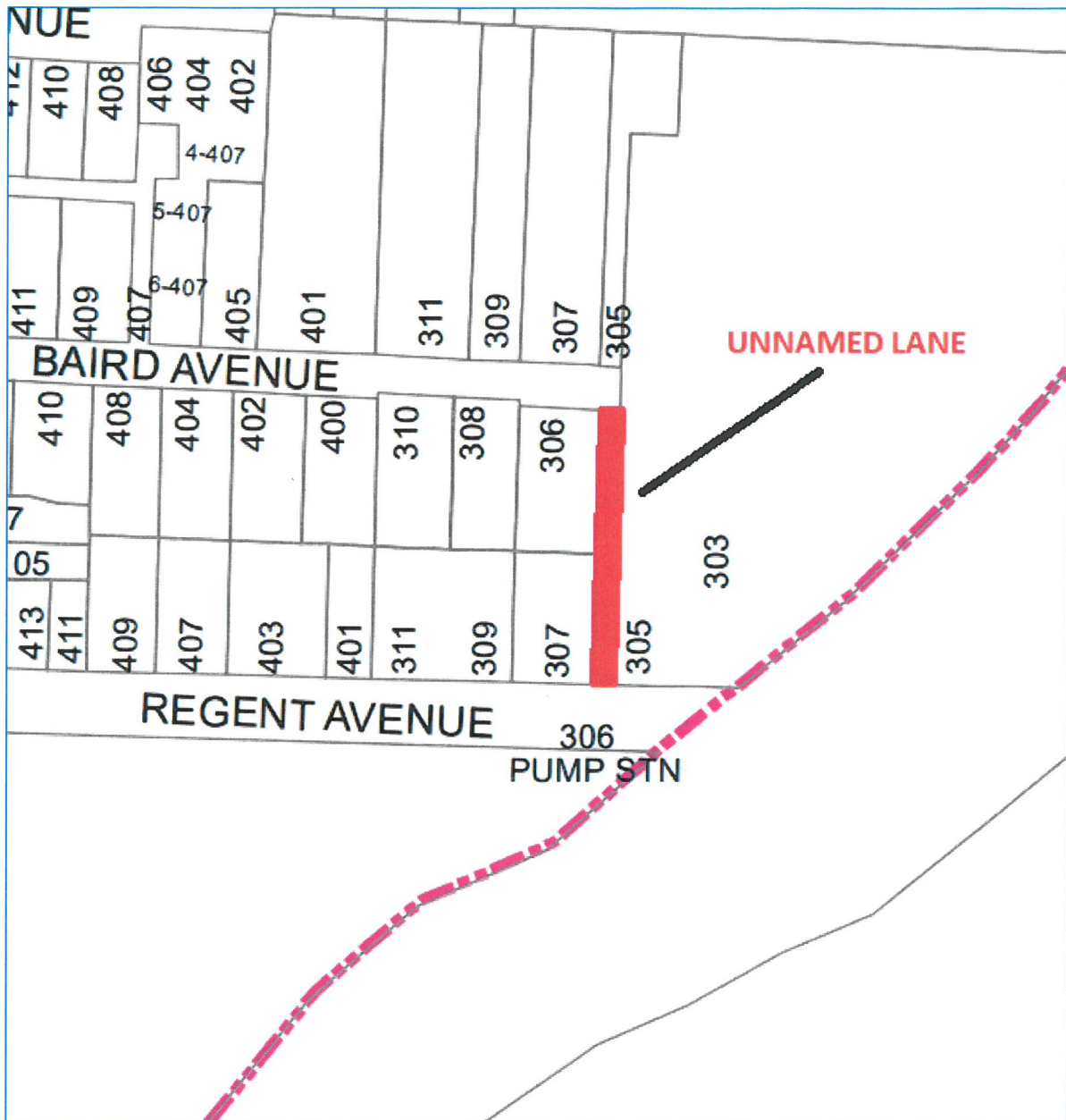
The naming of the lane was considered by Enderby City Council at its Regular Meeting of November 6, 2023; Council resolved to refer the matter to the Enderby & District Heritage Commission for a recommendation. The Heritage Commission considered the referral at its meeting of November 21, 2023 and recommended that Council choose 'Woods Lane', given that the Woods family owned land in the immediate vicinity. Staff have referred the proposed name to the Regional District of North Okanagan, which administers the 911 addressing service and is responsible for approving new street names, and RDNO Staff have advised that they find the name acceptable.

Respectfully Submitted,



Kurt Inglis
Planner

SCHEDULE 'A'



Schedule 'B'

Policy Title:	STREET NAMES
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<u>Effective Date:</u>	<u>Authorized By:</u>	<u>Replaces:</u>
July 20, 2015	Mayor and Council Regular Meeting of July 20, 2015	Street Names Policy (Feb 19, 1996)

Purpose: To provide guidance for the naming of streets within the City of Enderby.

Policy: THAT preference be given to heritage names when selecting names for new streets in the City of Enderby, based upon the attached list of heritage street names (Schedule "1") or something mutually agreed upon with the City of Enderby Staff.

SCHEDULE “1”

Suggested Heritage Road Names City of Enderby

BAILEY	Robert Bailey arrived with his family in Enderby, 1887. He was town constable and foreman of the city waterworks from it's incorporation until 1929. One of Enderby's foremost town characters, he was personally responsible for ringing the curfew bell and greeting the train each day.
BELL	George Bell built Enderby Trading Company in 1890, and the Bell Block (Cliff, between Maud and Belvedere) in 1906. He was the first Mayor of Enderby, 1905 – 1910, and later became a member of the Legislature in Victoria 1920 – 1928. He was active in the Enderby Methodist Church.
CARLSON	Ben Carlson was born in Enderby; involved in the schools as a teacher and school trustee; active in United Church; City band; Swingsters; Fraternal societies; and Legion.
COLTART	Richard Coltart owned a dairy farm on Gunter Ellison Rd 1904 – 1939. Mayor of Enderby 1915 – 1917; member of City Council 1917 – 1922; active in the formation of creamery and NOCA, Fraternal societies, United Church, and politics.
COULTER	Ed Coulter owned Coulter's General Store next to the bridge 1936 – 1966. Active in the Board of Trade and curling.
DILL	Ed and Art Dill owned Dill Brothers, general merchants and clothing from 1913 – 1938. Ed was a member of City Council 1924 – 1938 and active in curling.
DUNCAN	William and Gordon Duncan were born in Enderby, worked at Enderby Trading Co., partners in Duncan Bros grocery and general merchants 1920 – 1940's. Gordon was a member of City Council 1925 – 1939, active in hockey, baseball, city band, and hospital board.
FARMER	Percy Farmer was accountant for Okanagan Sawmills 1915 – 1921 and manager for B.J. Carney Pole 1924 – 1965. He was Police Magistrate for Enderby 1946 – 1969. Member of City Council 1924 – 1938. Active on hospital Board. Son Pat was postmaster 1947 – 1977 and member of City Council. Wife Joy was active in Cancer Society, Hospital Auxiliary, and Fraternal societies.
FULTON	Andrew Fulton established a hardware store in 1904 – 1920 specializing in the tinsmith and plumbing business. In 1911 he built the present hardware store building on Cliff Ave (now the Library).

	He operated the brickyard 1920 – 1923 and was active on the school board.
GARDNER	John Gardner established a landscaping business in Enderby 1915 – 1925 selling bulbs and seeds. Son R.W. was involved in the forest industry as a contractor.
HAWKINS	Charles Hawkins was a carpenter in Enderby 1907 – 1944. He was Mayor 1925 – 1944, member of Council 1942 – 1944. Active on the hospital board for 21 years, school trustee for 4 years, and United Church organist.
HUTCHISON	William Hutchison operated a blacksmith shop in Enderby 1895 – 1932. He was member of Council. Son Russell owned blacksmith shop 1932 – 1948.
KEITH	Dr. Keith was a “horse and buggy” doctor in Enderby 1905 – 1933.
LAMBLY	Robert and Thomas Lambly pre-empted 160 acres on the Splallumcheen River in 1876 and later divided it into city lots. They built the first warehouse and boat landing, the first frame house, and the Lambly and Enderby Hotel. Active in church, horse racing, and health care.
LANTZ	Locke Lantz was involved in the forest industry 1909 – 1944. He was logging contractor for A.R. Rogers Lumber Co, manager of Clark and Elliot, and finally owned his own sawmill and poleyard in Enderby.
MACPHERSON	Eleanor MacPherson was the mail lady for RR #1 with her team and wagon 1914 – 1934. Active on farm, in Sunday school for United Church. Husband Albert owned undertaking business in Enderby 1913 – 1938. Son John delivered milk for Enderby Creamery and NOCA. Grandson Don owned Interior Motors. Member of City Council and active as Fire Chief.
MCLEOD	G.L. McLeod owned McLeod’s Garage in Enderby 1940’s and 1950’s. First Member of Parliament from the City of Enderby (and only Social Credit) 1953 – 1965. Sons Wayne and Dean owned McLeod’s Insurance. Mayors and members of Council over a number of years.
MCMAHON	George Ernie McMahon came to Enderby with his family in 1904; worked in Fulton’s Hardware 1911 – 1920; McMahon/Mack Hardware 1920 – 1920; McMahon Hardware until 1950. Was

	alderman 1928 – 1944 and Mayor 1944 – 1946. Active in Fraternal societies, curling and conservative party.
MOFFET	F.V Moffet was manager of Columbia Flouring Mills 1904 – 1914. “Moffet’s Flour” was sold in BC and the Orient. The Moffet house was the social centre of Enderby.
MURPHY	Paddy Murphy owned the King Edward Hotel 1905 – 1945 with his brother Jim. Famous for his thoroughbred race horses and his willingness to share a dime. Also owned hotels in Vernon and Revelstoke.
PEEL	Robert Peel worked as accountant and partner for Enderby Trading Co 1898 – 1929. Member of City Council 1917 – 1923 and school board trustee. Son Ted was an accountant and owned a number of businesses. Member of City Council, active in Anglican Church, and Fraternal societies. Wife Gertrude was a news reporter and active in the Hospital Auxiliary, Cancer Society, IODE, Queens, and Fraternal societies.
PRITCHARD	John Pritchard was born in the area, operated Pritchard Motors 1942 – 1959. Was school bus driver 1939 – 1977; active in Lions Club, Hospital Board, and Fire Department.
REEVES	Art Reeves owned Enderby’s drug store 1907 – 1945. Brother Chris had insurance business 1920 – 1952. Was active on Hospital Board.
ROBERTS	Sam Roberts arrived in Enderby in 1911, farmed and worked as a butcher. Son Alex farms and works for Mountain View Electric. Active in Anglican Church. Son Robert worked for City of Enderby and active in Lions Club.
RUTTAN	John Ruttan was a building contractor responsible for Fortune School and the Drill Hall. Mayor 1911 – 1913. Member of Council 1910.
SPARROW	Ted Sparrow moved to Enderby with his family in 1908 and operated Palace Livery. Son Ed Sparrow owned Sparrow’s Drug Store 1945 – 1969. Active in hockey and curling. Sons George and Rod active in hockey and basketball.
SPEERS	Sid Speers operated Speers Department Store 1913 – 1975. Active in curling, hockey, Fraternal societies.

SUTHERLAND John Sutherland started Sutherland's Bakery 1907 – 1910. Son Jim opened the Sutherland Bakery 1932 – 1972. Member of Council 1946 – 1948.

WOODS William Woods moved to Enderby in 1895 to manage Enderby Trading Co. He had a partnership in the store until 1931. Active in city band, hockey and baseball. Wife Alice active in United Church and hospital.

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: November 29, 2023
Subject: Askew's Foods Request for Continued Use of Temporary Sign at 1006 George Street

RECOMMENDATION

THAT Council directs a continued deferral of enforcing the provisions of the City of Enderby Zoning Bylaw No. 1550, 2014 related to prohibiting temporary signs, for 1006 George Street, subject to the following conditions:

1. The deferral of enforcement would only apply for a 6-month period, ending on June 4, 2024, and at the end of the 6-month period Askew's Foods would be required to either:
 - i. Remove the temporary sign; or
 - ii. Apply through a land use application process to permit the use of a temporary sign on the property.
2. The deferral of enforcement only applies to the temporary sign as shown in the attached Schedule 'A';
3. The temporary sign must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;
4. The temporary sign shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.) and be maintained in good repair; and
5. Should any of the aforementioned conditions not be adhered to, the City may require that the temporary sign be removed at its sole and unfettered discretion.

BACKGROUND

The City of Enderby previously received a request from the Askew's Foods, located at 1006 George Street, to install a 6' long x 4' wide temporary sign along the eastern boundary of their lot, adjacent to Highway 97A; Askew's stated that the temporary sign was intended to aid them in communicating their transition to the new location at 1006 George Street. After considering the request, Council passed the following resolution:

THAT Council directs a deferral of enforcing the provisions of the City of Enderby Zoning Bylaw No. 1550, 2014 related to prohibiting temporary signs, for 1006 George Street, subject to the following conditions:

- 1. The deferral of enforcement would only apply for a 6-month period, with Askew's Foods being required to submit a new request at the end of the 6 months if they wish for the placement of the temporary sign to continue;*
- 2. The deferral of enforcement only applies to the temporary sign as shown in the attached Schedule 'A';*

3. *The temporary sign must be sited in accordance with the applicable setback provisions of the sign regulations outlined in the City of Enderby Zoning Bylaw No. 1550, 2014;*
4. *The temporary sign shall be constructed with appropriate materials (i.e. no plywood, untreated lumber, etc.) and be maintained in good repair; and*
5. *Should any of the aforementioned conditions not be adhered to, the City may require that the temporary sign be removed at its sole and unfettered discretion.*

The aforementioned 6-month deferral of enforcement period has now ended and Askew's is requesting an additional 6-month period for the continued use of the temporary sign in its current location (see attached Schedule 'A'); the following is an excerpt from the written request from Colton Noel, Askews Store Manager:

"I am hoping we can extend our sign permit another six months until we have fully established our footing in the early new year. We are anticipating only to need to complete the renovations of our deli/bakery instore and then paint the store exterior. We are still trying to put our heads together for our parking situation but have minimal luck so far."

Given that Staff have not observed any issues regarding the use of the temporary sign thus far, and the nature of Askew's reasons for the request are reasonable, Staff are supportive of the request subject to the same conditions. However, it should be noted that ongoing deferral of enforcement is not an appropriate method to dealing with land use matters; at the end of the requested 6-month deferral of enforcement period, Askew's will be required to either:

- i. Remove the temporary sign; or
- ii. Apply through a land use application process to permit the use of a temporary sign on the property.

The above approach will ensure that the at the end of the 6-month deferral of enforcement period, the matter is dealt with through a formal land use mechanism or removal of the sign altogether.

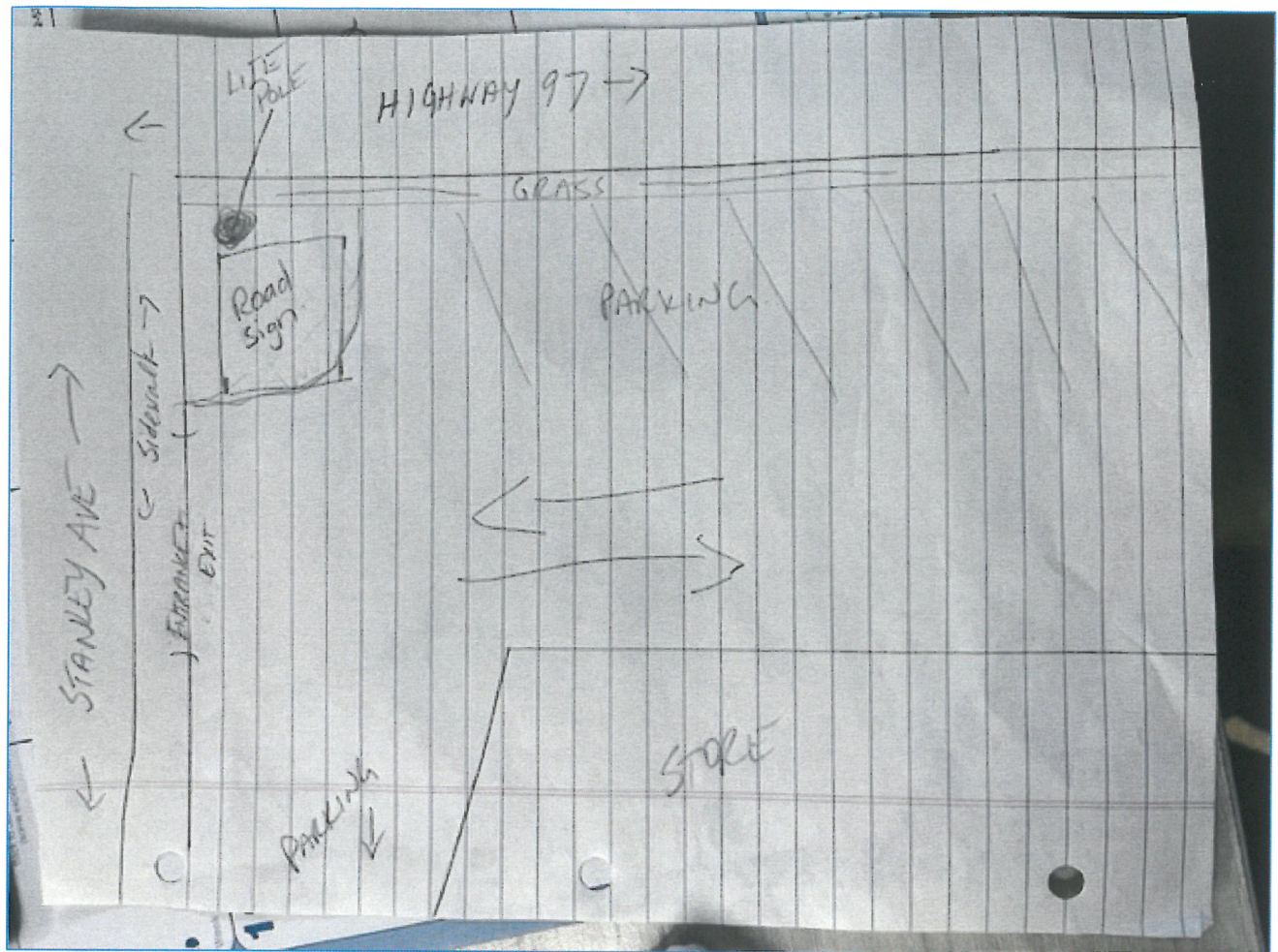
Respectfully Submitted,



Kurt Inglis
Planner

SCHEDULE 'A'





From: Colton
Sent: November 29, 2023 10:32 AM
To: kinglis@cityofenderby.com
Subject: Request for extension
Attachments: IMG_3450.jpg; Untitled attachment 00201.txt; IMG_3451.jpg; Untitled attachment 00204.txt; new road map for sign.jpg

Hi Kurt,

I am hoping we can extend our sign permit another six months until we have full established out footing in the early new year. We are anticipating only to need to complete the renovations of our deli/bakery instore and then paint the store exterior. We are still trying to put our heads together for our parking situation but have minimal luck so far.

Please see attached is where our sign is and a sketch where we'd like to keep it the next six months.

Thank you,

Colton Noel
Store Manager

Askew's Foods Enderby
1006 George St, Enderby BC, V0E 1V0
p. 250-838-6064 ext 200
c. 250-253-9190