

REGULAR MEETING OF COUNCIL AGENDA

DATE: December 18, 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: 875 6078 1304
Passcode: 461915*

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 18, 2023 Council Meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of December 4, 2023

THAT the December 4, 2023 Council Meeting minutes be adopted as circulated.

Page 4

4. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

5. BYLAWS

5.1 City of Enderby Lane Naming Bylaw No. 1784, 2023

THAT Council gives three readings to the City of Enderby Lane Naming Bylaw No. 1784, 2023.

Page 10

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
- 6.4 RDNO Building Permit Report – November 2023 Page 12
THAT Council receives and files the RDNO Building Permit Report – November 2023.
- 7. NEW BUSINESS**
- 7.1 Christmas Carolling – Road Closure Application Page 13
 Memo prepared by Planner dated December 12, 2023
THAT Council approves the City of Enderby Event Coordinator's Road Closure application which proposes to close Cliff Avenue from George Street to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane, on Tuesday December 19, 2023 from 1:00 – 2:00 pm for the purposes of a Christmas carolling event;
- AND THAT Council exempts the application from the requirement to petition affected businesses as part of the proposed road closure, subject to the applicant providing advance notice of the road closure to businesses adjacent to the road closure area.*
- 7.2 Council Strategic Plan Scorecard 2023 Page 17
 Memo prepared by Chief Administrative Officer dated December 13, 2023
THAT Council receives and files the memorandum, "Council Strategic Plan Scorecard 2023".
- 7.3 Local Government Infrastructure Planning Grant Program – Grant Application to Review and Update Asset Management Inventory Page 21
 Memo prepared by Planner dated December 12, 2023
THAT Council directs Staff to submit a grant application to the Provincial Infrastructure Planning Grant Program to review and update the City of Enderby's asset management inventory;
- AND THAT should the grant application to the Provincial Infrastructure Planning Grant Program be successful, Council authorizes a local contribution of \$10,000 to be funded through taxation and user fees.*
- 7.4 Appointments to the Okanagan Regional Library Board for 2024 Page 23
 Memo prepared by Chief Administrative Officer dated December 7, 2023
THAT Council appoints a Library Trustee and Alternate Trustee to serve on the Okanagan Regional Library Board for 2024.
- 8. CORRESPONDENCE AND INFORMATION ITEMS**
- 8.1 Advocacy – Red Light Cameras and Speed Cameras Page 27
 City of Victoria Memo and correspondence from Marianne Alto, Mayor of Victoria to Honourable Mike Farnworth, Minister of Public Safety and Solicitor General dated November 1, 2023
- 8.2 Draft Pest Management Plan for Provincial Public (Crown) Lands in Southern and Coastal British Columbia Page 30
 Correspondence from Art Guite, Art Guite Consulting, Agent for BC Ministry of

Forests dated November 29, 2023

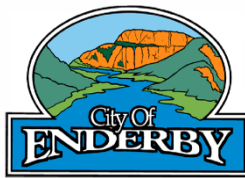
8.3 Call for Resolutions for 2024 SILGA Convention Page 32
Correspondence from Alison Slater, General Manager, SILGA dated December 12, 2023

8.4 Concerns Regarding Vehicle Activity on Salmon Arm Drive Page 34
Correspondence from Noreen O'Leary on behalf of M.V. Beattie Parent Advisory Council received December 7, 2023

9. PUBLIC QUESTION PERIOD

10. CLOSED MEETING RESOLUTION
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) (c) and 90 (2) (b) of the Community Charter

11. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, December 4, 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

Councillor Yerhoff assumed the chair in the absence of Mayor Galbraith.

LAND ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Ramey
“THAT the December 4, 2023 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of November 20, 2023

Councillor Shishido noted a typographic error on page 5 of the minutes of November 20, 2023.

Moved by Councillor Shishido, seconded by Councillor Baird
“THAT the November 20, 2023 Council Meeting minutes be adopted as amended.”

CARRIED

BYLAWS

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

Moved by Councillor Baird, seconded by Councillor Shishido
THAT Council adopts the City of Enderby Building Bylaw No. 1582, 2015 Amendment Bylaw No. 1782, 2023.

CARRIED

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

Moved by Councillor Shishido, seconded by Councillor Davyduke
THAT Council adopts the City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1783, 2023.

CARRIED

Mayor Galbraith arrived and assumed the chair at 4:35 p.m.

REPORTS

Mayor and Council Reports

Councillor Schreiner

Attended a Hospital Board meeting where a memorandum of understanding was adopted.

Attended the Lions Auction.

Attended the Museum AGM.

Attended the Enderby & District Arts Commission Open House.

Attended Greg Kylo's open house.

Attended the Christmas Parade.

There will be updates on the Rail Trail coming soon.

Councillor Ramey

Attended strategic planning for the Okanagan Regional Library

Attended the Lions Auction.

Attended the Christmas Parade.

Reported that he has been discussing a potential dog park with members of the community and would like to open the survey on the website asking for input on a dog park in January. Noted that he would like to pass out flyers to spread the word about the survey.

Councillor Baird

Reported that the Christmas event was successful.

Volunteered at Santa's Workshop and reported that it was very busy this year.

Attended Greg Kylo's open house.

There is an Enderby & District Services Commission Meeting next week.

Councillor Yerhoff

Attended a Heritage Committee meeting. Reported that the new History of Enderby book is available for purchase and that there are some signage projects planned for the new year.

Attended the Lions Auction.

Attended an Inter-agency meeting.

Attended the light-up and Christmas Parade.

Reported that there is an upcoming information session on wage subsidy at WorkBC.

Councillor Davyduke

Attended an Inter-agency meeting.

Spoke with the community health nurse and reported that Baby talk classes are wrapping up for the year but will start up again in January.

There will be a new Urgent Care facility open on Saturdays in Salmon Arm.

Attended Greg Kylo's open house.

Attended the light-up and reported that there were many people in attendance.

Visited the Arts Centre. Reported that the Courtyard Gallery and Arts Centre together have had approximately 7000 visitors this year.

Reported that the Enterprize Challenge is coming up, with registration closing February 6th, 2024.

Councillor Shishido

Attended the light-up and Christmas parade and reported that the event was well attended by young families.

Attended the Christmas party.

Mayor Galbraith

Attended the Christmas parade.

Sat in with Chief Administrative Officer on the forthcoming encampment legislation.

Attended the light-up and Mr. and Mrs. Clause event at Hungry Jacks.

Attended the staff Christmas party.

Attended Greg Kylo's open house.

Attended the dress rehearsal for the Caravan Farm Theatres Christmas show.

Chief Administrative Officer

Reported that the Community Christmas Event went over very well. Thanked the Christmas Committee, Public Works, Fire Department, Events Coordinator, staff, Mayor, and Council, for their contributions towards making this event successful.

The Pool Construction Manager Request for Proposal was officially posted last week. Approximately 10 firms have requested the papers so far. Once the RFP closes, the proposals will be evaluated and an award will be made, at which point detailed pool design goes to the next phase.

A drywell pit has been installed by Public Works in the northwest corner of Railway Street, to address the perpetual puddle. Thanked Public Works for putting together a winning plan, and the RDNO and Splatsin Development Corporation for being great to work with.

The fire mutual aid agreement with CSRD has been renewed. This is an important relationship for our fire department, and the renewal process was very quick as this is just a two-year extension. A new agreement will be developed at the end of this extension.

Attended a UBCM hosted membership briefing with Mayor Galbraith on the forthcoming encampment legislation.

Staff is investigating a suspected brine leak at the arena on the skating rink side. It was deteriorating drastically and then started improving drastically, so staff are monitoring, and working on plans for if the leak worsens.

Congratulated the Clerk-Secretary who has recently been promoted to level 2.

NEW BUSINESS

Appointment of Liaison to Enderby Business Association Group

Councillor Schreiner asked for clarification on funding that may be requested by the business association.

Chief Administrative Officer responded that in line with other communities, it is possible that funding could be given to a business association on a fee for service basis if the business association were to provide a service to the benefit of the community as a whole.

Moved by Councillor Schreiner, seconded by Councillor Ramey

"THAT Council appoints Councillor Baird and Councillor Shishido as liaisons to the Enderby business association."

CARRIED

2023 Business Walk Results

Moved by Councillor Baird, seconded by Councillor Davyduke

“THAT Council receives the 2023 Business Walk Results memorandum for information.”

CARRIED

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

Moved by Councillor Shishido, seconded by Councillor Yerhoff

“THAT Council names the unnamed lane which runs north/south between Regent Avenue and Baird Avenue ‘Woods Lane’ as recommended by the Enderby & District Heritage Commission.”

CARRIED

Askew’s Foods Request for Continued Use of Temporary Sign at 1006 George Street

Council discussed the issues with parking at Askew’s and the reasoning for the temporary sign.

The Planner explained that his understanding is that the owners of Askew’s are trying to figure out how to solve the current issues with parking and once they have a solution in place, it will be possible plan permanent signage.

Moved by Councillor Shishido, seconded by Councillor Baird

“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.”*

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

ADJOURNMENT

Moved by Councillor Shishido, seconded by Councillor Davyduke

“THAT the regular meeting of December 4, 2023 adjourn at 5:32 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1784

AGENDA

A BYLAW TO NAME A DEDICATED LANEWAY WITHIN THE CITY OF ENDERBY

WHEREAS Section 39 of the *Community Charter* enables local governments to, by bylaw, assign a name to a highway;

AND WHEREAS the City of Enderby wishes to assign a name to a dedicated laneway within the community;

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 Lane Naming Bylaw No. 1784, 2023".
2. The dedicated laneway running north/south between Regent Avenue and Baird Avenue, as shown bolded in red on the attached Schedule "A", is hereby named 'Woods Lane'.

READ a FIRST time this day of , 2023.

READ a SECOND time this day of , 2023.

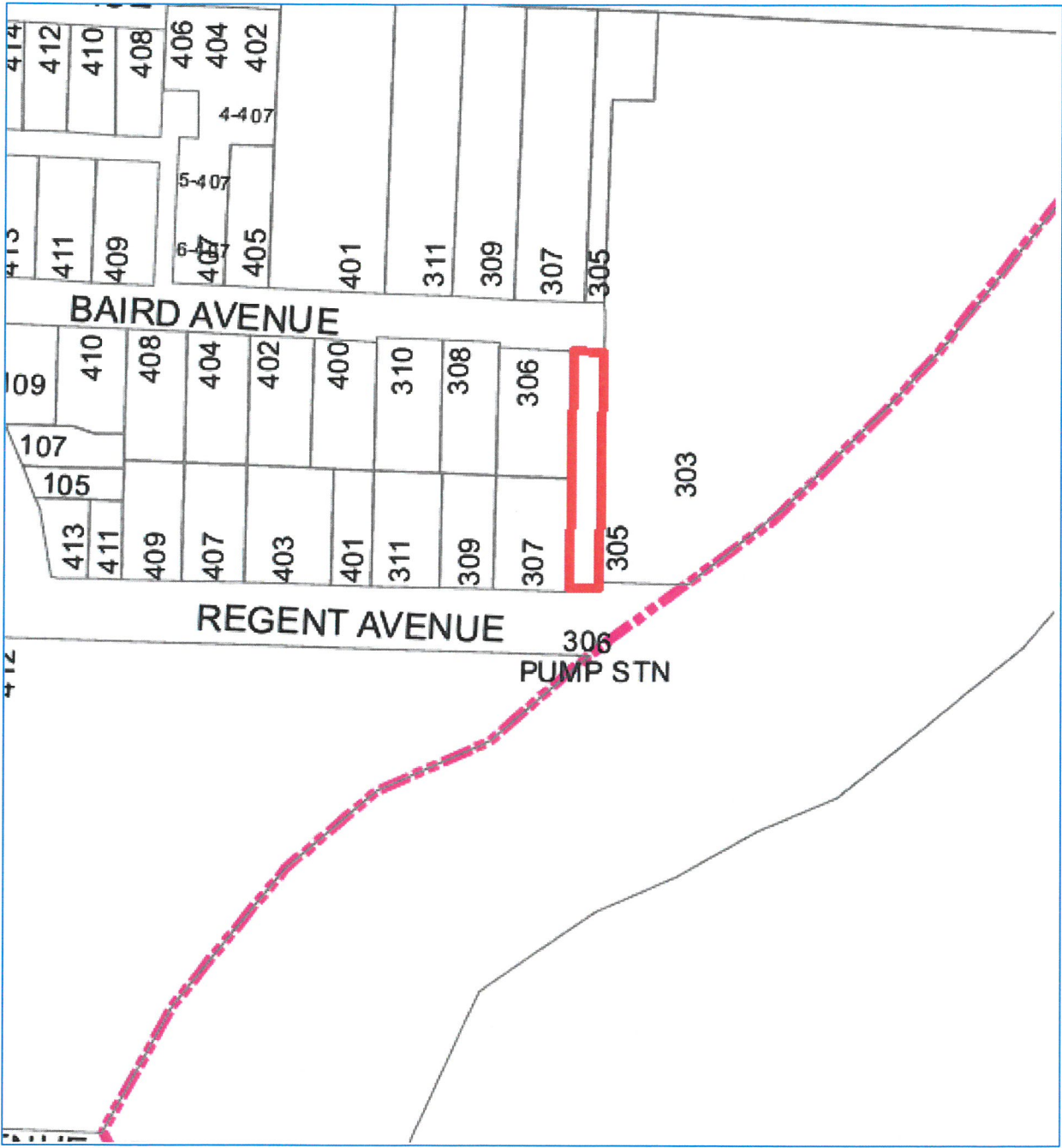
READ a THIRD time this day of December , 2023.

ADOPTED this day of , 2023.

MAYOR

CORPORATE OFFICER

Schedule "A"



Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2023 Month: 11

Folder Type	2023 / 11		2022 / 11		2023 to 11		2022 to 11	
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created
ACCESSORY BUILDING	0	0	0	0	0	0	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	1	0
END - ACCESSORY BUILDING	0	0	0	0	0	8,259	5	0
END - COMMERCIAL BUILDING	1	0	92,400	0	0	212,400	1	0
END - DEMOLITION	0	0	0	0	0	28,500	1	0
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
END - MANUFACTURED HOME	0	0	0	0	0	0	0	0
END - MODULAR HOME	0	0	0	0	0	0	0	0
END - MULTI FAMILY DWELLING	0	0	0	0	0	1,300,000	1	2
END - PLUMBING	0	0	0	0	0	50,000	1	0
END - RETAINING WALL	0	0	0	0	0	690,000	1	0
END - SFD W/SUITE	3	4	475,000	0	0	2,986,000	0	0
END - SIGN	0	0	0	0	0	37,360	0	0
END - SINGLE FAMILY DWELLING	2	1	440,000	0	0	2,256,000	12	4
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0
OLD PIMS PERMITS	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0
Report Totals	6	5	1,007,400	0	0	7,568,519	23	6
								3,114,320

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: December 12, 2023
Subject: Christmas Carolling - Road Closure Application

RECOMMENDATION

THAT Council approves the City of Enderby Event Coordinator's Road Closure application which proposes to close Cliff Avenue from George Street to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane, on Tuesday December 19, 2023 from 1:00 – 2:00 pm for the purposes of a Christmas carolling event;

AND THAT Council exempts the applicant from the requirement to petition affected businesses as part of the proposed road closure, subject to the applicant providing advance notice of the road closure to businesses adjacent to the road closure area.

BACKGROUND

The City of Enderby Event Coordinator has submitted a Road Closure application (attached) which proposes to close Cliff Avenue from George Street to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane, on Tuesday December 19, 2023 from 1:00 – 2:00 pm for the purposes of a Christmas carolling event involving local students. The carollers will be staged at the intersection of Cliff Avenue and Belvedere Street but the road closure is extending beyond this immediate area in order to enhance safety while still preserving traffic movement within the downtown.

The *Temporary Road Closures for Community Events Policy* has delegated authority to Staff to approve a Temporary Road Closure Application on behalf of Council, subject to the applicant meeting all of the requirements of the Policy. All first-time events must be approved by Council. Given that this would be considered a first-time event under the City's *Temporary Road Closures for Community Events Policy*, Council approval is required and the applicant would also be required to petition affected business owners within a one-block radius of the proposed road closure. The applicant is requesting that Council provides an exemption from the petition requirement.

Staff do not have any concerns with respect to the proposed road closure, given its brief duration and the fact that traffic movement within the downtown will still be preserved. With respect to the request to exempt the applicant from the requirement to petition affected businesses, Staff are supportive

subject to the applicant providing advance notice of the road closure to businesses adjacent to the proposed road closure area.

Respectfully Submitted,



Kurt Inglis
Planner

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

Is this a first-time or relocated event?

Yes No

Name of Sponsoring Organization

The City of Enderby

Name of Contact Person

Vallerie Victoria Byrne

Telephone or Email

Name of Event

Christmas Carolling

Date(s) of Closure

Dec 19, 2023

Start time for Closure

1pm

End time for Closure

2pm

Location of Closure

Macpherson/Sphere to Cliff Ave. Vernon St +
Cliff Ave to Hwy 97 + cliff Ave

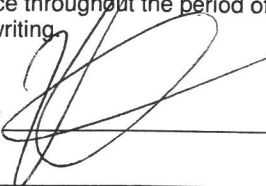
Required Attachments

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

Indemnity:

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

Authorized Signatory



Date

Dec 12 2023

Do Not Complete – For Administrative Purposes

Approved by

Date

Certificate of Insurance

Yes

No

N/A

Map

Yes

No

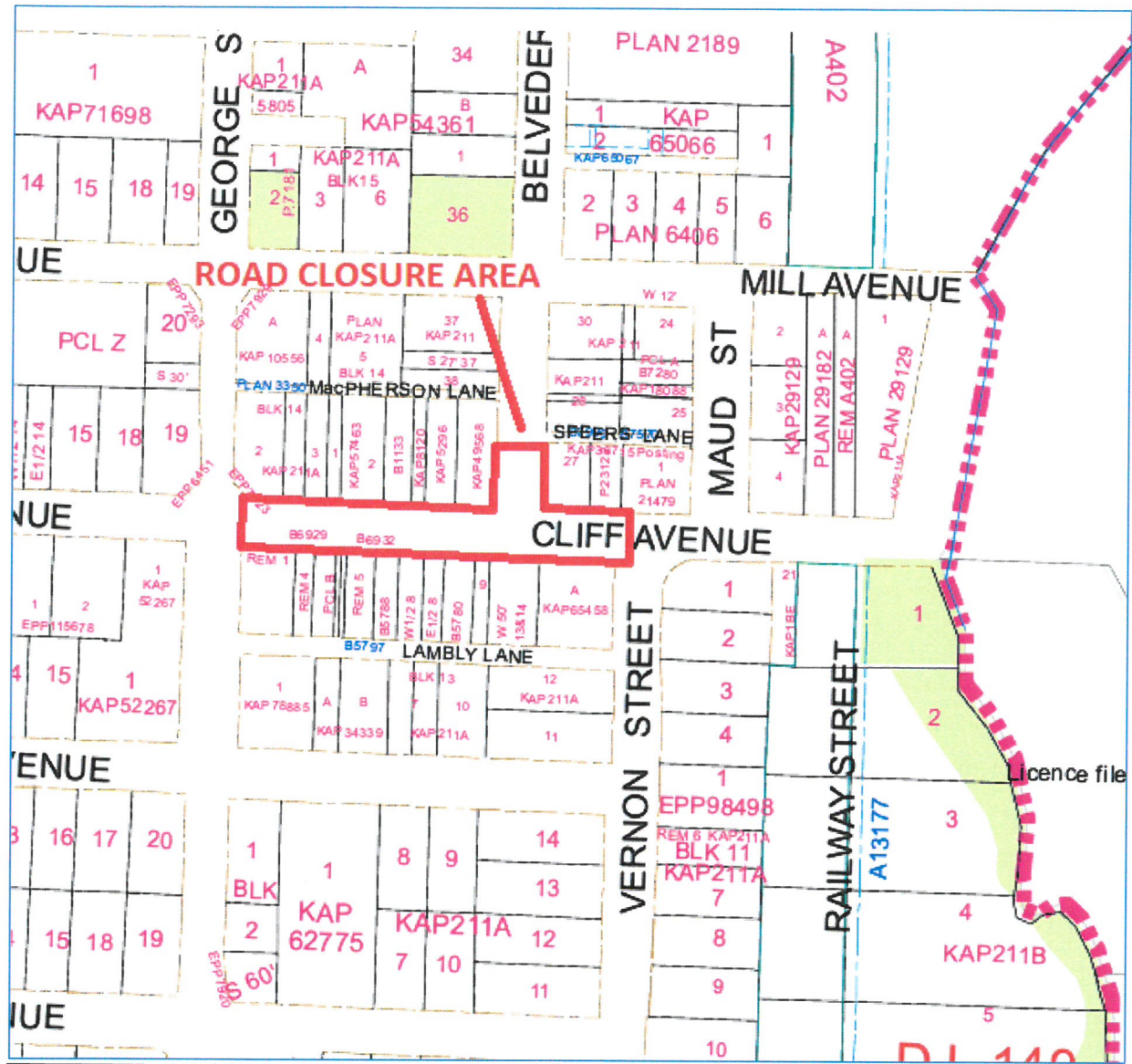
N/A

Petition of Affected Business Owners

Yes

No

N/A



MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: December 13, 2023
Subject: Council Strategic Plan Scorecard 2023

RECOMMENDATION

THAT Council receives and files the memorandum, "Council Strategic Plan Scorecard 2023".

BACKGROUND

At its regular meeting of May 1, 2023, Council adopted Strategic Plan 2023-26 ("the Plan"). As described in the document, the Plan:

provides direction so that the resources are spent on the right objectives at the right time. A strategic plan also creates efficiency and effectiveness by providing clarity and alignment on decision-making and resource allocation throughout the entire municipal corporation.

The Plan identified strategic priorities and classified them as Critical, Important, or Desirable. The classifications are defined as follows:

CRITICAL priorities are essential objectives for which it is not possible to change the timeline – meaning that resources may need to be drawn from other objectives in order to complete the task.

IMPORTANT priorities are also objectives that provide significant positive value, but it is acceptable to extend the timeline in order to keep the resource costs fixed.

DESIRABLE priorities also provide positive value, but it is acceptable for both resources and timeline to be adjusted to balance the demands of higher priorities.

Below is a scorecard showing progress related to the Plan's 2023 objectives, as well as progress on objectives that were accomplished ahead of schedule.

As the scorecard expresses, many 2023 priorities were completed or are in progress; however, progress on certain priorities was impacted by external conditions or events.

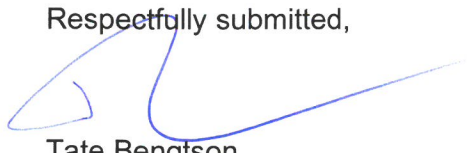
COMMITMENT	PRIORITY	RESPONSIBILITY	PROGRESS
STRATEGIC PRIORITY #1 - CITIZEN ENGAGEMENT			
Host a "Coffee with Mayor & Council" event	Desirable	Council	In progress - planning stages
Increase recognition of community volunteers	Desirable	Council	Ongoing progress – recognized numerous community volunteers with civic awards and thank you cards
Replace and add new banners to City streets and Highway 97A	Desirable	Staff	In progress – funding committed, design committee formed, and call for submissions will be issued in January 2024
Enhance public communications on the City of Enderby Mission, Vision, and Values.	Important	Staff	Completed – framed displays in City Hall's Council Chambers and entrance foyer
STRATEGIC PRIORITY #2 - HEALTH AND WELL-BEING			
Review and adopt a Council Code of Conduct.	Critical	Council	Completed
Support the establishment of a local or regional Accessibility Committee.	Critical	Council	Completed (regional)
Increase engagement with owners of vacant commercial buildings to address safety concerns.	Important	Staff	In progress – 2 priority buildings have been engaged, with initial vacant building inspections scheduled for early 2024
Propose to the Ministry of Health a pilot project to create and retain rural health practitioners by investing in local residents.	Important	Council	Completed – proposed to Ministry of Post-Secondary Education and Future Skills at UBCM

COMMITMENT	PRIORITY	RESPONSIBILITY	PROGRESS
Review available lands for the suitability of establishing a dog park.	Important	Staff	In progress
STRATEGIC PRIORITY #3 - ECONOMIC PROSPERITY			
Support coordination of the Highway 97A and rail-trail planning processes at the technical and policy levels to ensure positive outcomes for Enderby	Critical	Staff/Council	Rail-trail coordination has seen significant progress; Highway 97A planning engagement delayed for external reasons
Enhance lights on the feature tree on Cliff Avenue	Important	Staff	Deferred - health of feature tree is being evaluated prior to further investment
Build and strengthen partnerships with Splat-sin, Area F, and School District #83.	Important	Council	Ongoing engagement efforts
STRATEGIC PRIORITY #4 - ATTAINABLE AND AFFORDABLE HOUSING			
Undertake a council workshop to review available social supports to determine the types of housing best suited to the community and capable of providing the best outcomes for occupants	Important	Staff	Deferred – changes in provincial housing legislation have changed the strategic landscape and require further evaluation
STRATEGIC PRIORITY #5 - WELL-MANAGED INFRASTRUCTURE			
Complete construction of a replacement Reservoir #1.	Critical	Staff	In progress – design and permitting delays have deferred project to 2024; Reservoir #1 bypass solution designed and tested for risk mitigation
Continue to invest in asset management annually	Critical	Council	Ongoing progress

COMMITMENT	PRIORITY	RESPONSIBILITY	PROGRESS
Create a grant-ready expansion and upgrade plan for the Water Treatment Plant	Critical	Staff	In progress – approximately 90% complete, partner and regulatory engagement to occur in early 2024

In accordance with the process described in the Plan, early in 2024, Council will meet for a strategic planning session to ensure that the Plan continues to meet the evolving and emerging priorities of Council and the broad community. This meeting will aid staff in developing a budget that adequately resources for Council's priorities.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer

From: Kurt Inglis, Planner

Date: December 12, 2023

Subject: Local Government Infrastructure Planning Grant Program – Grant Application to Review and Update Asset Management Inventory

RECOMMENDATION

THAT Council directs Staff to submit a grant application to the Provincial Infrastructure Planning Grant Program to review and update the City of Enderby's asset management inventory;

AND THAT should the grant application to the Provincial Infrastructure Planning Grant Program be successful, Council authorizes a local contribution of \$10,000 to be funded through taxation and user fees.

BACKGROUND

The Infrastructure Planning Grant Program assists local governments in developing well planned community infrastructure that will improve public health and safety, encourage resilient communities, and protect the natural environment, while strengthening local and regional economies. Under the grant program, the Province of B.C. will provide a maximum grant amount of \$10,000 for each approved project.

A major component of the City's asset management inventory is a dataset of Geographic Information Systems (GIS) shapefiles, which provide a digital representation of a range of municipal assets including pipes, hydrants, roads, manholes, etc.; together, these GIS shapefiles provide the foundation for the City's GIS mapping system. Staff are recommending a significant review and update to the base data for the City's mapping system, which will ensure that the data is accurate, up-to-date, and reflective of the community context and will help to achieve the following benefits for the City:

- Improved data for the purposes of asset management planning;
- Public Works will have access to more accurate 'on-the-ground' information relative to municipal works (i.e. pipe sizing, pipe material, hydrant locations, etc.); and
- Developers will have access to more up-to-date and reliable data on municipal services, which will aid them in developing potential servicing plans for their developments.

It is recommended that Council directs Staff to submit a grant application under the Infrastructure Planning Grant Program for the purposes of reviewing and updating the City's asset management inventory, at a total cost of \$20,000; given that the maximum grant amount under the Infrastructure

Planning Grant Program is \$10,000 per project, Staff are recommending that Council authorizes a local contribution of \$10,000 to be funded through taxation and user fees. The City's Chief Financial Officer has confirmed that the project would not result in an increase in taxation or user fees.

It should be noted that within the City of Enderby Strategic Plan, the first objective under the 'Well-Managed Infrastructure' strategic priority is as follows:

Continue to invest in asset management annually.

Respectfully Submitted,



Kurt Inglis
Planner

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: December 7, 2023
Subject: Appointments to the Okanagan Regional Library Board for 2024

RECOMMENDATION

THAT Council appoints a Library Trustee and Alternate Trustee to serve on the Okanagan Regional Library Board for 2024.

BACKGROUND

Annually, Council must appoint a Library Trustee and Alternate Trustee to represent the City of Enderby at the Okanagan Regional Library Board pursuant to Section 16 of the *Library Act*. Attached to this memorandum is a letter from the Okanagan Regional Library detailing the nature of the commitment, as well as the relevant excerpt from the *Library Act*.

Councillor Ramey and Mayor Galbraith served, respectively, as Library Trustee and Alternate Trustee to the board for 2023.

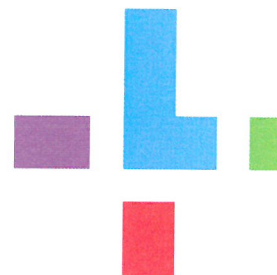
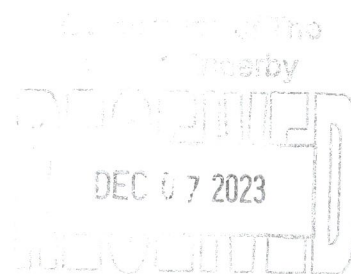
Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

November 29, 2023

Mayor
City of Enderby
Box 400
619 Cliff Ave
Enderby, BC V0E 1V0



Re Annual Appointment - Okanagan Regional Library Board

Annual appointments to the Library Board are made according to the *BC Library Act*. There are four regular meetings required of the Board in each year and such other meetings as the Board may decide. Regular meetings are generally held on the third Wednesday in February, May, September, and November, except in years when municipal elections are held. In election years, there is a meeting in October and no meeting in November. Meetings typically start at 9:30 AM and may constitute a full day. They are held at Library Headquarters at 1430 K.L.O. Road, Kelowna or virtually. Pursuant to Board Policy, Board members' expenses for travel, meals and hotel only are paid by the Library.

Please complete and return:

- Letter of Appointment form: Name the Library Trustee and the Alternate you wish to appoint;
- Library Trustee and Alternate Trustee Contact Information forms: Have both the representative and the alternate complete one each.

The forms can be returned by fax 250-861-8696 or e-mail lsamson@orl.bc.ca. If you have any questions, please reach out.

Thank you for your continuing support of the Okanagan Regional Library.

Sincerely,

Leah Samson
Administrative Services Manager
Okanagan Regional Library

Attached:

Letter of Appointment Form
Trustee Contact Information Form

Library Act
Meeting Schedule

LIBRARY BOARD MEETING SCHEDULE YEAR 2024

BOARD POLICY & REGULATIONS

SECTION II: BOARD ORGANIZATION AND STRUCTURE, PART A: MEETINGS, REGULAR BOARD MEETING SCHEDULE

"There shall be four regular meetings of the Board in each year and such other meetings as the Board may decide. Regular meetings will be held in February, May, September, and November, except in years when municipal elections are held. In years when there is a municipal election, meetings will be held in February, May, September, and October."

In-Camera Meetings begin at 9:30 AM (subject to change)
Regular Meetings begin immediately following adjournment of the In-Camera Meeting,
generally, at 10:00 AM (subject to change)

Meetings are held in the Boardroom of the Library Administration Building
1430 KLO Road, Kelowna, BC

Wednesday February 21, 2024	Regular Meeting & AGM
Wednesday May 15, 2024	Regular Meeting
Wednesday September 11, 2024*	Regular Meeting
Wednesday November 20, 2024	Regular Meeting

Dates of Interest to Library Board Trustees:

BC Library Association Annual Conference

April 24 – 26, 2024 (Richmond, Sheraton Vancouver Airport Hotel)

SILGA AGM and Convention

April 30 – May 2, 202 (Kamloops)

UBCM Convention

September 16 - 20, 2024 (Vancouver)

*Note:

The September Board meeting has been moved from the third Wednesday in September to the second Wednesday to avoid conflict with the UBCM Convention.

LIBRARY ACT, Part 3 – Regional Library Districts

How the library board is appointed

- 16** (1) The library board is to consist of a representative of each municipality and regional district that is a party to the agreement to establish the regional library district.
- (2) A municipal council must, by resolution,
- (a) appoint one of its members to be a member of the library board, and
 - (b) appoint another of its members as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (3) If there is more than one electoral participating area in the regional library district, the regional district board must, by resolution,
- (a) appoint from among the directors of the electoral participating areas a member of the library board, and
 - (b) appoint another of the directors of the electoral participating areas as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (4) If there is only one electoral participating area in a region library district,
- (a) the director of the electoral participating area is a member of the library board, and
 - (b) the alternate director of the electoral participating area is the alternate member on the library board if the director of the electoral participating area is absent or unable to act.

When members are appointed

- 17** (2) All subsequent regular appointments must be made each December at the first meeting of the municipal council or regional district board.
- (4) If an appointment is not made at the time specified in this section, the appointment must be made as soon as convenient.

Term of Office

- 18** (1) A member of the library board holds office for a term of one year, or for the remainder of the year for which the appointment is made.
- (2) A member is eligible for reappointment, but no member may serve for more than 8 consecutive years.”
- (3) The term of office of a member continues until a successor is appointed unless the member is removed for cause.



Council Member Motion
For the Committee of the Whole Meeting of September 7, 2023

To: Committee of the Whole **Date:** August 29, 2023
From: Councillor Dave Thompson and Councillor Matt Dell
Subject: Advocacy – red light cameras and speed cameras

BACKGROUND

ICBC data¹ shows that in Victoria during the period 2018 to 2022 there were 4,087 casualty crashes (crashes resulting in injury or fatality, as opposed to crashes involving just property damage).

As noted by the Government of BC:

- “Most crashes in British Columbia happen at intersections. To reduce injuries and save lives, B.C. installs intersection safety cameras—sometimes called red light cameras—at intersections where crashes occur frequently. Warning signs let drivers know the intersection has cameras. Stopping for red lights and observing the speed limits help to reduce collisions, injuries and fatalities.”²
- “There are intersection safety cameras at 140 high-crash intersections province-wide. 105 monitor red light violations, 35 monitor both red light and speed violations.”³
- “The cameras are proven to be effective at reducing side-impact, head-on and pedestrian crashes, and are located where red light running and high speed cause serious crashes.”⁴

There is only one red light camera in Victoria, and no speed cameras. That camera is at Lansdown and Shelbourne.⁵ More than 98% of casualty crashes in Victoria during 2018-2022 occurred at locations other than that intersection.⁶

RECOMMENDATION

That Council direct the Mayor to:

- write to the Provincial Government to request that it install speed and red light cameras at all locations in Victoria where there were over 20 casualty crashes during 2018-2022, or

¹ <https://public.tableau.com/app/profile/icbc/viz/VancouverIslandCrashes/VIDashboard>, accessible at ICBC, “Statistics” <https://www.icbc.com/about-icbc/newsroom/Pages/Statistics.aspx>

² <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras>

³ <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/statistics>

⁴ <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/where-the-cameras-are>

⁵ <https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/roadsafetybc/intersection-safety-cameras/where-the-cameras-are/vancouver-island>

⁶ <https://public.tableau.com/app/profile/icbc/viz/VancouverIslandCrashes/VIDashboard>

that it allow BC municipalities to install speed and red light cameras at their own cost and collect fines;

- ask other municipalities in the Capital Region and elsewhere in BC to write similar letters.

Respectfully submitted,



Councillor Thompson

Respectfully submitted,



Councillor Dell



November 1, 2023

Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
Sent via email: PSSG.Minister@gov.bc.ca

Dear Minister Farnworth,

I am writing to you today on behalf of Victoria City Council to inform that the below motion was passed at the September 14, 2023 Council meeting:

MOTION:

That Council direct the Mayor to:

- write to the Provincial Government to request that it install speed and red light cameras at all locations in Victoria where there were over 20 casualty crashes during 2018-2022, or that it allow BC municipalities to install speed and red light cameras at their own cost and collect fines;*
- ask other municipalities in the Capital Region and elsewhere in BC to write similar letters*

A copy of the original Council Motion is attached for your information.

Thank you in advance for your time and consideration of this matter. I look forward to continued collaboration between our two offices to improve safety in Victoria.

Sincerely,

Marianne Alto
Victoria Mayor

Enclosed: Original Council Motion – Red Light and Speed Cameras
Cc: Union of British Columbia Municipalities

"The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work "Hay swx qa"

November 29, 2023

File: Draft Pest Management Plan for Provincial Public (Crown) Lands in Southern and Coastal British Columbia

The Corporation of the City of Enderby
619 Cliff Avenue
Enderby
V0E 1V0
info@cityofenderby.com

To whom it may concern:

This letter is to inform you that the Ministry of Forests (FOR) has collaborated with the Ministry of Environment and Climate Change Strategy's Conservation and Recreation Division (CARD), Land and Resource Stewardship (WLRS) and the Ministry of Transportation and Infrastructure (MOTI) to renew a multi-agency Pest Management Plan (PMP) for Invasive Plant Management on Provincial Public (Crown) Lands in Southern and Coastal BC. This plan replaces current multi-agency PMP's which expire in April 2024 and builds on previous versions which incorporated input and feedback from numerous Indigenous communities throughout the PMP area as well as public consultation through posting of newspaper ads over the years in addition to specific feedback received on this version through the consultation period. The plan supports and enables comprehensive invasive plant management on all provincial public lands within the boundaries of the Plan. FOR is the lead agency on development of the plan and is the PMP holder as described in the *Integrated Pest Management Act Regulation*.

The PMP Area will be specific to Provincial Public Land under the jurisdiction of FOR, MOTI, and BC Parks within the following geographical areas:

1. Vancouver Island, the Southern Coast and Haida Gwaii including the following Regional Districts: Capital, Cowichan Valley, Nanaimo, Alberni-Clayoquot, Comox Valley, Strathcona, Mount Waddington, Central Coast, and North Coast (Haida Gwaii only).
2. South Coastal Mainland including the following Regional Districts: Metro Vancouver, Fraser Valley, Squamish-Lillooet, Sunshine Coast and Quathet.
3. Southern Interior including the following Regional Districts: Okanagan-Similkameen, Central Okanagan, North Okanagan, Kootenay Boundary, Central Kootenay, East Kootenay, Columbia-Shuswap, Thompson-Nicola and Cariboo.

The Provincial Public (Crown) lands within the above area include, but are not limited to, highway rights-of-ways, gravel pits; grasslands; provincial parks; conservancy, protected, and forested areas; ecological reserves, wildlife management areas; and watersheds.

The PMP outlines strategies to protect indigenous, ecological, social, and economic values on public land, and outlines an Integrated Pest Management approach to invasive plant management. The plan addresses prevention of new incursions or prohibited species, elimination of new invaders through early detection and rapid response; and presents options for the containment of existing invasive plant populations. Tools to accomplish invasive plant management include surveys and inventories, manual/mechanical treatment methods, biological and cultural controls, and the use of herbicides.

A draft PMP document is posted on the website page entitled "Invasive Plant Pest Management Plans and Pesticide Use Permits" at <https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/invasive-species/integrated-pest-management/pmp-pup>.

If you have questions regarding the PMP please contact me at the above PMPrespond@gmail.com or 604 996 4683

Yours truly,

A handwritten signature in black ink, reading "Art Guité". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Art Guité B.Sc., M.P.M., P.Ag.

December 12, 2023

To: All SILGA Members

Call for Resolutions for 2024 Convention

The SILGA Annual General Meeting and Convention is scheduled to be held in Vernon between April 30th to May 3rd, 2024. The SILGA Constitution requires that resolutions to be considered at the Annual Meeting are to be received by the Secretary-Treasurer no later than 60 days prior to this meeting. Thursday, February 29, 2024 will be the deadline for receipt of resolutions.

If your local government wishes to submit a resolution for consideration at the 2024 SILGA Convention, please forward by email your resolution to info@silga.ca. Any background information on the resolution would be helpful. Each resolution should be endorsed by the sponsoring Member's Municipal Council or Regional Board. The resolution should be relative to regional issues and should not pertain to a finite local interest.

If you do not receive a confirmation email regarding your resolution, please contact the SILGA office at 250 851 6653.

For information on how to properly write a resolution please refer to the UBCM website below.

<http://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-procedures.html>

or go to the resolutions page on the SILGA website at

<http://www.silga.ca/convention/resolutions/>

Resolutions not received by February 29th, 2024 will be considered late resolutions and must go through the following procedures to be considered at the AGM.

Late Resolutions

- (1) Resolutions submitted following the expiry of the regular deadline noted in section 10.4 shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution shall be provided to SILGA by noon on the Friday preceding the date of the Annual General Meeting. The resolutions committee will meet on the Tuesday preceding the Annual General Meeting to provide recommendations as to whether the late resolution(s) should be brought to the Members for inclusion in the resolution debate. All late resolutions must be adopted by a Special

Resolution of the Member Representatives in attendance at the Annual General Meeting to be included in the discussion.

- (2) Late resolutions will be reviewed by the Resolutions Committee prior to the Meeting and only those of a subject matter which could not have been submitted by the normal deadline date outlined in section 10.4 will be considered.
- (3) Late Resolutions shall be available for discussion after resolutions printed in the resolutions book have been considered.
- (4) Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions report.
- (5) In the event that a late resolution is recommended to be admitted for discussion, the sponsoring member of the late resolution shall produce sufficient copies for distribution to the Members at the Annual General Meeting.
- (6) The Late Resolution will, after reading, be properly before the meeting, and the regular procedures for handling resolutions will apply.

Alison Slater
General Manager, SILGA

AGENDA

City of Enderby
Box 400
Enderby, BC
V0E 1V0

To Mayor and Council,

It has been brought to our attention that there are concerns regarding vehicle activity on Salmon Arm Drive, particularly as it relates to the crosswalk located by M.V. Beattie Elementary School. There have been reports of excessive speeding and distracted driving in this area.

This is of particular concern to our school community as the crosswalk is frequently used by students before and after school. As M.V. Beattie is an elementary school, some of the students using this crosswalk are quite young and trust that when the crosswalk signals are flashing, that drivers will automatically stop.

As the safety of our students is our top priority, we are requesting that you contact the Enderby RCMP and ask them to monitor the streets by M.V. Beattie, particularly during the morning and end of school day bell times. We also request that you post the digital speed sign in the area as a method of encouraging drivers to slow down and pay attention while driving through this part of our city.

Sincerely,

Noreen O'Leary

On behalf of M.V. Beattie Parent Advisory Council