

REGULAR MEETING OF COUNCIL AGENDA

DATE: March 4, 2024
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: 871 1999 4361
Passcode: 600278*

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 March 4, 2024 Council Meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of February 20, 2024

Page 4

THAT the February 20, 2024 Council Meeting minutes be adopted as circulated.

4. DELEGATIONS

4.1 Enderby & District Arts Council
Neil Fidler, President

Page 12

**5. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES
AND DELEGATIONS**

6. BYLAWS

6.1 Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020
Amendment Bylaw No. 1785, 2024

Page 23

THAT Council adopts the bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1785, 2024."

7. REPORTS

7.1 Mayor and Council Reports

7.2 Area F Director Report

7.3 Chief Administrative Officer Report

7.3.1 Council Inquiries

8. NEW BUSINESS

8.1 Enderby & District Museum Society Grant Request Towards Muzebo Fencing or Page 25

Refurbished Fire Apparatus

Memo prepared by Chief Administrative Officer dated February 19, 2024

THAT Council provides a grant to the Enderby & District Museum Society for \$3,000, funded through the Community Enhancement Fund, towards the costs for refurbishing Enderby's first fire apparatus.

8.2 City of Enderby and Splatsin Working Group Page 28

Memo prepared by Chief Administrative Officer dated February 24, 2024

THAT Council appoints _____ as the primary representative and _____ as the alternate representative to the City of Enderby and Splatsin Working Group.

8.3 Date for Annual Our Enderby Clean-Up Challenge Page 30

Memo prepared by Planner dated February 26, 2024

THAT Council endorses Saturday April 26, 2024 as the date for the Annual Our Enderby Clean-Up Challenge

8.4 Enderby Farmers Market – Road Closure Application for 2024 Market Season Page 31

Memo prepared by Planner dated February 28, 2024

THAT Council approves the Road Closure Application from the Enderby Farmers Market for the closure of Cliff Avenue from Highway 97A to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane, every Friday from April 12, 2024 to November 15, 2024 between 6:00 am – 2:30 pm, with the approval being subject to the following conditions:

- 1. The road closure shall be in general accordance with the Road Closure Application attached to this memorandum as Schedule 'A';*
- 2. The road closure cannot begin until snow clearing along Cliff Avenue is complete, and in cases where the road closure is delayed due to snow clearing occurring, the Market organizers shall take the necessary steps to ensure that vendors are not staging downtown in a manner that negatively impacts other snow clearing operations or the regular flow of traffic;*
- 3. The Market shall be responsible for setting up and removing traffic control devices, emptying municipal garbage receptacles, and immediately cleaning up any litter from the road closure area;*
- 4. The Market shall ensure that porta-potties are properly maintained and are removed at the end of each market event;*
- 5. The Market shall ensure that the road closure area is re-opened to traffic no later than the end time noted in the application;*

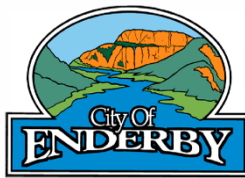
6. *The Market shall provide proof of Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as additional insured, which shall include, i) a cross liability clause, ii) a waiver of subrogation clause, and iii) a requirement that the policy cannot be cancelled, lapsed or materially changed without at least thirty (30) days written notice to the City of Enderby, delivered to the Corporate Officer; and*
7. *The Market Board shall pass a resolution to:*
 - a. *confirm that the City of Enderby is indemnified, saved harmless, and released in all respects arising from the proposed road closure and use of the adjacent sidewalks and walkways, including legal fees;*
 - b. *expressly acknowledge the risks associated with the proposed road closure and that they have sought independent advice on this matter, prior to considering this resolution;*
 - c. *acknowledge that they are responsible for any additional snow and ice clearing that exceeds the City's Snow and Ice Control Policy; and*
 - d. *confirm that when a road closure is delayed due to snow clearing occurring, the Market will take the necessary steps to ensure that vendors are not staging downtown in a manner that negatively impacts other snow clearing operations or the regular flow of traffic.*

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) (e) of the Community Charter.

11. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, February 20, 2024 at 4:30 p.m. in Council Chambers.

Present: Mayor Huck Galbraith
Councillor Roxanne Davyduke
Councillor David Ramey
Councillor Brian Schreiner
Councillor Shawn Shishido
Councillor Sarah Yerhoff

Absent: Councillor Tundra Baird

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

Other: Press and Public

LAND ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

Moved by Councillor Ramey, seconded by Councillor Yerhoff
“THAT the February 20, 2024 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of February 5, 2024

Moved by Councillor Shishido, seconded by Councillor Davyduke
“THAT the February 5, 2024 Council Meeting minutes be adopted as circulated.”

CARRIED

DELEGATIONS

Frontline Policing and the Toxic Drug Crisis Response

Sgt. Vestergaard explained that, when decriminalized illegal drugs are being used in public, the police can no longer engage with the person using unless they are causing a disturbance. Police may distribute cards that have contact information for addiction resources. They also carry naloxone kits to hand out and may share a video on how to use the kit. Police can refer a person to the Public Health Nurse for assistance.

Councillor Ramey asked if there has been any positive outcome from the decriminalization.

Sgt. Vestergaard responded that decriminalization does not appear to be changing the circumstances of the toxic drug crisis.

Councillor Shishido asked if drugs distributed by the province are being sold illegally.

Sgt. Vestergaard responded that the RCMP is not able to seize drugs unless the person is carrying over 2.5 grams. Noted that there is still a large problem with drugs coming from illegal suppliers that contains fentanyl.

Councillor Shishido asked about the Province's attempt to limit use around playgrounds.

Chief Administrative Officer explained that the Province has attempted to limit the use of illegal drugs within a certain distance of playgrounds and other areas that are likely to have children present. An advocacy group has taken the Province to court over this regulation and an injunction blocking the Province's legislation was issued until the matter is decided by the courts.

Council asked Sgt. Vestergaard about her time in Enderby and how things are going so far.

Sgt. Vestergaard responded that things are going well so far and that she plans to do more foot patrols as the weather improves to become more familiar with the community.

Chief Administrative Officer asked how 24-hour policing is going.

Sgt. Vestergaard responded that the 24-hour policing model works well. Explained that before this came into effect, there were members on call. The 24-hour policing model works well for both the community and the RCMP members.

Council thanked Sgt. Vestergaard for her time.

Moved by Councillor Davyduke, seconded by Councillor Yerhoff

"THAT Council receives and files the memorandum titled "Frontline Policing and the Toxic Drug Crisis Response," dated February 8, 2024"

CARRIED

DEVELOPMENT MATTERS AND RELATED BYLAWS

Development Variance Permit #0066-24-DVP-END

The Planner gave an overview of the application.

Councillor Ramey asked if there has been any input from the neighbour to the south.

Planner responded that the City has not received any response from the neighbour to the south.

Councillor Ramey asked if the trees on the lot will be removed.

Planner responded that we do not regulate tree removal.

Councillor Ramey asked if there is a limit to how much of the property can be used for parking.

Planner responded that the owner would have to come back to Council if they would like to vary the use from what is shown on Schedule 'A'.

Councillor Davyduke asked about changes within the riparian area.

Planner responded that no changes within a riparian area are approved without an assessment from a registered professional.

Moved by Councillor Shishido, seconded by Councillor Ramey

"THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as PARCEL B (PLAN B6868) OF LOT 2 DISTRICT LOT 226 KAMLOOPS DIVISION YALE DISTRICT AND OF SECTION 35 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1593 EXCEPT PLANS 6122, 6269 AND 16810 and located at 349 Brickyard Road, Enderby, to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 309.1.a.i by not requiring screening along the eastern portion of an outside storage area, as shown on the attached Schedule 'A';*
- Section 309.3.a.i by not requiring a landscape buffer area along the southern portion of the property where it abuts a lot in a residential zone, as shown on the attached Schedule 'A'; and*
- Section 502.10.e by permitting a dwelling unit for the owner, operator or employee of the principal and permitted use to be a standalone building, as shown on the attached Schedule 'A'.*

AND THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as PARCEL B (PLAN B6868) OF LOT 2 DISTRICT LOT 226 KAMLOOPS DIVISION YALE DISTRICT AND OF SECTION 35 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1593 EXCEPT PLANS 6122, 6269 AND 16810 and located at 349 Brickyard Road, Enderby, to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 901.2.e.iii by not requiring maneuvering aisles and off-street parking areas to be surfaced with asphaltic concrete or cement pavement, as shown on the attached Schedule 'A'; and*
- Section 901.2.f by not requiring a parking area to be provided with curbing, as shown on the attached Schedule 'A',*

subject to the following conditions:

- i. *The property owner shall pave the first 15 m (49.2 feet) of any driveway/access off of Brickyard Road, to the specifications of the City of Enderby Zoning Bylaw No. 1550, 2014, as amended from time to time, within 12 months of the portion of Brickyard Road adjacent to the subject property being paved; and*
- ii. *The property owner shall register a covenant on the title of the property which shall confirm that the property owner is required to pave the first 15 m (49.2 feet) of any driveway/access off of Brickyard Road, to the specifications of the City of Enderby Zoning Bylaw No. 1550, 2014, as amended from time to time, within 12 months of the portion of Brickyard Road adjacent to the subject property being paved.*

AND THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as PARCEL B (PLAN B6868) OF LOT 2 DISTRICT LOT 226 KAMLOOPS DIVISION YALE DISTRICT AND OF SECTION 35 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 1593 EXCEPT PLANS 6122, 6269 AND 16810 and located at 349 Brickyard Road, Enderby, to permit variances to the following Sections of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000:

- *Section 4.0 of Schedule "A" and Schedule "B" by not requiring a connection to a community sanitary sewage system; and*
- *Section 4.2.9 of Schedule "A" by permitting an on-site sewage disposal system on a lot less than 2 hectares in size,*

subject to the following conditions:

1. *Any on-site sewage disposal system on the property must be an approved sewerage system under Part 3 of the Sewerage System Regulation; and*
2. *The property owner must provide a sworn affirmation acknowledging that they are aware that:*
 - i. *The issuance of variances does not limit the City's ability to require connection to the City's community sanitary sewer systems in the future, at the property owner's expense; and*
 - ii. *It would be prudent to plumb and pre-service for community sewer on any future buildings of the subject property, in order to minimize the potential connection costs, if required by the City in the future."*

CARRIED

BYLAWS

Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1785, 2024

Moved by Councillor Schreiner, seconded by Councillor Shishido

"THAT Council gives first, second, and third readings of the bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1785, 2024."

CARRIED

REPORTS

Mayor and Council ReportsCouncillor Yerhoff

Attended a restaurant industry webinar.

Attended a FACT meeting and reported that the Harvest Hut plans to open in June.

There will be a WorkBC Job Fair on March 7th from 2 p.m. to 4 p.m. at the Enderby WorkBC office. This event is free to attend and there will be prizes and refreshments.

There will be a Service Provider fair at the Seniors Centre on May 7th from 1 p.m. to 4 p.m.

Councillor Davyduke

Has reached out to A.L. Fortune to make them aware of and invite students to both the Job Fair and Service Providers Fair.

Thanked the community for their support in nominating Enderby for Kraft Hockeyville. Internal estimates are reporting that the Enderby arena received approximately 399 nominations, 486 photos, 428 notes, and thousands of likes. There was support from businesses, schools, community organizations, neighbouring communities, past and current residents, and local media. The top 4 communities will be announced March 9th.

Reported that tickets for the Enderby Fire Department Suitcase Dance sold out in 4 days and the winner this year was former Councillor Raquel Knust.

The A.L. Fortune senior boys basketball team final is being hosted tonight at 4:30 p.m. Noted that this is the biggest basketball game hosted by A.L. Fortune in over 25 years.

The Community Futures Enterprize Challenge has 28 entrants this year. There were no entrants from Armstrong or Enderby this year.

Councillor Shishido

Attended an Enderby & District Museum Society meeting. Reported that the Museums income in January exceeded its operating costs. Bob Cowan will be attending Heritage Week at the Piccadilly Mall in Kamloops and Jackie Pearase will be giving a talk on historical flooding in the area at the Okanagan Historical Society Annual General Meeting on April 7th.

Met with Ben Eby regarding his work on the basketball program at A.L. Fortune. Reported that Mr. Eby has had requests from other municipalities in the area to help them build their basketball programs and that Basketball Canada will be certifying him as a coach.

Discussed that sport could be a great way to build relationships between youth from the City of Enderby and Splatins. Suggested that a covered basketball court could be built at Barnes Park that might help to connect the two communities.

Councillor Shishido asked if the basketball program could use the dry floor in the Arena for practice.

Chief Administrative Officer responded that in early March the brine will be drained and pressure testing of the lines in the floor will occur. Parts of the floor may need to be dug up for repair. The ability to accommodate dry floor use will depend on the nature of the repairs, which are not yet known.

Councillor Schriener

Attended the meeting of a parliamentary ridesharing committee and reported that it went well. Discussed the barriers and restrictions that keep ridesharing from being a viable option in small municipalities in BC.

Councillor Ramey

Reported that the City of Salmon Arm is currently doing a community survey as part of its Official Community Plan public consultation.

Reported that the Enderby Library is now open on Thursdays, and he will be attending an Okanagan Regional Library board meeting on Wednesday.

The recent Coffee House event hosted by the Enderby & District Arts Council was well attended.

Will be attending an Enderby & District Arts Council meeting on Wednesday.

Suggested that the Drill Hall could be used for basketball.

Mayor Galbraith

Discussed baseball with a Splitsin elder. Suggested that Council should attend Splitsin community events whenever possible.

Chief Administrative Officer

Met with the Gardener last week to discuss the approach for this year. Baskets will remain the same as last year, and capacity will be focused on refreshing the beds and planters. Mulch will be removed and replaced, and more perennials will be added. Also planned are some improvements to the raised bed in front of the fire hall and changes to the cenotaph boxwoods, which will be discussed with Council after a site meeting later this week. There is also some damaged irrigation at Belvedere Park that will need to be repaired, and likely realigned.

Schematic design for the new pool is proceeding rapidly and is nearing the point where the subconsultants will start working on their respective portions. Conversations are starting to happen with Interior Health in advance of applying for a construction permit.

Will be reaching out to Council in order to identify some strategic planning dates.

Gave kudos to the Public Works crew, who have been responding to water breaks all over town, including on Vernon Street, Northern Avenue, and Knight Avenue. There will be a localized, planned, water interruption on Wednesday, as Public Works reinstates a piece of water main that was lost on George Street during the Knight Avenue break.

There is a request for proposals out for gazebo concession services.

A request for proposals is also being prepared for the fire department's command/utility vehicle.

Councillor Yerhoff asked if the pilot project of growing veggies in planters throughout the City would continue this year.

Chief Administrative Officer responded that the project will continue, and some dialogue with the Enderby librarian, who championed the project, has already occurred around how to build and improve the initiative in 2024.

RDNO Building Permit Report – January 2024

Moved by Councillor Shishido, seconded by Councillor Schreiner

"THAT the RDNO Building Permit Report – January 2024 be received and filed."

NEW BUSINESS

Feature Sign at Cornerstone Garden

Moved by Councillor Davyduke, seconded by Councillor Ramey

"THAT Council authorizes an expenditure of up to \$4,000.00 for the purchase and installation of a feature sign for Cornerstone Garden, to be funded through the Community Enhancement Fund."

CARRIED

CORRESPONDENCE AND INFORMATION ITEMS

Moved by Councillor Shishido, seconded by Councillor Ramey

"THAT Council receives and files the correspondence and information items titled:

- 9-8-8 Suicide Prevention Hotline Awareness, dated February 7, 2024
- Community Safety Act and Community Safety Amendment Act, dated February 2, 2024
- 2022 CEPF: Volunteer and Composite Fire Departments Equipment and Training (Enderby & District Fire Department Structural and Wildland Interface Firefighting Equipment) dated February 9, 2024."

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

CLOSED MEETING RESOLUTION

Moved by Councillor Yerhoff, seconded by Councillor Shishido

"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 Sections 90 (1) (k) and 90 (2) (b) of the Community Charter."

CARRIED

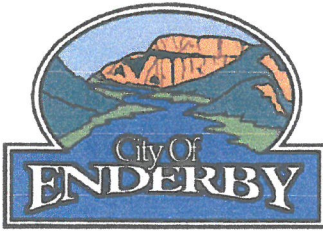
ADJOURNMENT

Moved by Councillor Shishido, seconded by Councillor Schreiner
“THAT the regular meeting of February 20, 2024 adjourn at 7:05 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER



REQUEST TO APPEAR AS A DELEGATION

On 4 MARCH 2024
Day Month Year

Date of Request 23/2/24

Name of Person Making Request NEIL FIDLER

Name and Title of Presenter(s) NEIL FIDLER

PRESIDENT ENDERBY + DISTRICT ARTS COUNCIL

Contact Information ln.fidler@shaw.ca

Details of Presentation _____

To present and answer any questions on EDAC
year end report in support of funding request

Desired Action from Council (check all that apply)

- ☐ Information Only
- ☐ Proclamation
- ☒ Funding Request
- ☐ Policy or Resolution

Please describe desired action in detail _____

request supportive funding of \$4,000

Please attach any supporting documentation or presentation materials related to your delegation request. Please provide to staff at least one day in advance a digital copy of any presentation materials that you wish to have projected onto the conference screen.

1. Cover letter
2. EDAC year end report
3. financial statement.
4. 2024 Budget



Box 757
Enderby, V0E 1V0

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

February 23, 2024

Attn: Mayor Huck Galbraith and City Council

Re: Financial Contribution to EDAC from the City of Enderby

The Enderby and District Arts Council continues to grow and increase its contribution to the people of Enderby and area. As you will see in our report we had over 7,700 daily visitors to the Art Centre and the Courtyard Gallery and over 600 people using the Art Centre facilities after hours. Add to this the financial return to local artists and the many events and art projects we have been able to achieve, the importance of the Arts Council to the community is self evident.

We are asking Council to approve a request in the amount of \$4,000 to help with our operating costs. We also remind Council that financial support from the City is a requirement to receiving funding from the BC Arts Council.

Thank you for your support in this matter.

Neil Fidler
President
Enderby and District Arts Council

THE ENDERBY AND DISTRICT ARTS COUNCIL

2023 YEAR END REPORT

This past year (2023) has been challenging due to a faltering economy that has led to rising costs and a decrease in revenue of art sales. However, EDAC continues to meet our mission statement with the help of sponsorships, donations, revenue from workshops, sales and user fees for the rooms at the Enderby Arts Centre and vendor dues.

"To initiate, encourage, co-ordinate and support the development of artistic projects and activities in Enderby & District for the benefit of the public, and to provide opportunities for the community to be educated in the work of artists in our community, and to bring to the attention of the municipal and provincial agencies the cultural needs of our community.

Our volunteer arts council strives to support a culturally rich community in which the arts can develop and flourish".

THE ENDERBY ARTS CENTRE

The Enderby Arts Centre continues to be the "hub" for the art community in Enderby. Even though we have only been at this location (617 Cliff Avenue) for 2.5 years we are growing with more art related programs, art exhibitions, users and visitors. This past year we had 5050 people visit The Enderby Artisans Emporium plus an additional 647 people who used the facilities after hours through workshops, meetings, art drop-in and lectures. The Enderby Arts Centre is open from Tuesday - Saturday, 10:00 am - 4:00 pm and is manned by our friendly volunteers.

The Enderby Artisans Emporium sales totalled \$32,815.00 with \$25,321.00 being paid out to the local vendors who participate at this location. We support local artisans, artists and crafters and we average 32 vendors. We have eight committed volunteers who host at the Enderby Arts Centre.

The Exhibition Hall is a multi-purpose room and provides a venue for a wide range of events and activities. The past year (2023) this room was used for:

- * Eight Art Exhibitions
- * Fourteen Sing-A-Longs for Seniors led by William Brockfield and Penny Locheed.
- * Enderby Strummers who meet weekly on Wednesday from 1:00 pm - 3:00 pm.

- * Monthly meetings for the leaders of the North Okanagan for Narcotics Anonymys.
- * In September we hosted the Splat-sin Exhibition "Sharing Our World", organized by Gloria Morgan, that included lectures on Hunting and Fishing, Splat-sin Story Telling, Language Bingo and ribbon skirts and Pictograph Art for youth.

The Workshop/Classroom is increasing it's user base through art with the following:

- * Sunday afternoon Art Drop-In from 1:00 pm - 4:00 pm.
- * YAP (Youth Art Program) through the Community Resource Centre (Thursday afternoons).
- * Art Therapy (Tuesday mornings).
- * Home School program.

THE COURTYARD GALLERY

The Courtyard Gallery (located at 907 Belvedere) is a committee under the umbrella of the Enderby and District Arts Council offering fine art and crafts. In 2023 the gallery welcomed 2,702 visitors with sales of \$28,553.00 paying out \$22,526.00 to participating artists and artisans. This year they:

- * Celebrated their "10 Year Anniversary" in April with an Open House.
- * Two Open Exhibitions (February and October) giving both experienced and emerging artists an opportunity to display and sell their work.
- * Guest Artists as well as Featured Artists of the month.

PERFORMING ARTS

In 2023 we expanded the Performing Arts program marking a significant phase of our post COVID recovery with the:

- * Monthly Coffee House Open Mic held at the Enderby Seniors Centre on the third Friday evening of each month (excluding July, August and December). The February opening attracted over 70 people plus musicians and has continued to be popular with the local community due to the location, cost of entry (\$4.00), and performer talent.
- * "Summer of Art", street music series in corporation with the Friday Farmer's Market with eight performance in July and August.

- * "Music by the River" with two concerts by the "Salmon Armenians" and "Mazazul".
- * Easter Sunday Celebration with Kiki the Eco Elf.
- * Christmas Show in December with Tanya Lipscomb.

PUBLIC ART

The public art project for 2023 was by muralist, Peter Allen, who showcased the front of the Enderby Arts Centre featuring the Enderby Cliffs. Together with the popular Bottle Cap Mural, and the "Salmon Coming Home" sculpture next door at City Hall we continue to enhance our community through art.

COMMUNITY ENGAGEMENT

It is only possible to fulfill our mandate with ongoing community engagements.

- * Rivertalk, our website, Facebook, Instagram, posters and regular emails to our membership.
- * Enderby City Council provides a liason to attend our monthly Board Meetings.
- * Work with the City Events Planner in order that we contribute to and participate events .
- * Working with the Community Resource Centre offering a safe non-judgemental space for the teen program.
- * Support the childrens "Art In the Park" program through the Community Resource Centre.
- * Enderby Library with Evan the Juggler presenting a juggling workshop.
- * Financial assistance to AL Fortune (bursary and donation to the music program), MacKenzie Camp, Grindrod Players, Grindrod Garlic Festival, Enderby Strummers, Enderby Cliff Notes, and the Splatsin summer art program.

GOVERNANCE

Our volunteer board meets monthly (the third Wednesday evening of each month) except August and December. We currently have seven members on the board and we welcome more people to join. Interested parties should be willing to sit on a committee, support and promote

the arts, devote time and effort to ensure a healthy and non-judgemental atmosphere for artists and bring a positive voice to the community.

LOOKING TO THE FUTURE

This year (2024) we will meet the economic challenges with sales at the Enderby Artisans Emporium and the Courtyard Gallery, continual fundraiser with books and art sales by donated items from the community, the Coffee House Open Mic, increase rental of The Exhibition Hall and Workshop space at the Enderby Arts Centre and financial support through the private and public sector.

Neil Fidler

(President)

REVENUE

Earned Revenue

Admissions (Concerts/Coffee House)	1,950.60
Workshop Rental Space	405.00
Regi/Exhibitions Fees Received	375.00
Private Hall Rental	1,270.00
Net - Entry & Table Fees Received	1,645.00
Fees -Workshops/Classes/Conferences	2,239.00
EDAC - Membership Dues	960.00
GALLERY - Monthly Dues	5,860.00
GALLERY - Membership (new members)	150.00
Art Emporium Shelf Payment	3,830.00
Art Emporium Sales	32,814.83
Gallery Art Sales	28,553.32
Other Income- Interest	812.31
Other Income - Concession	112.70
Net - Other Earned Income	925.01
Misc Income	56.55
Total Earned Revenue	79,389.31

Private Sector Revenues

Coffee House Donations/Concessions	580.85
Individual Donations	620.43
Net - Individual Donations	1,201.28
Corporate Donations/Sponsorships	1,250.00
General Corporate Sponsorships	2,961.97
Community Arts Centre donations	1,476.55
Total Private Sector Revenue	6,889.80

Public Sector Revenues

Other Provincial Arts Council Grants	17,074.00
Municipal Operating Grants	4,000.00
Total Municipal/Regional Revenues	21,074.00
Total Public Sector Revenues	21,074.00

TOTAL REVENUE 107,353.11

EXPENSE

Artistic Expenses

Gallery Artist Payment Fees	22,525.80
Workshop/Class Instructor Fees	1,430.00
Emporium Artist Payments	25,321.19
Musician Performance Fees	5,473.65
Performers Fees (downs etc.)	400.00
Copyright/Reproduction & Royalties	207.90
Production/Technical Prof. Fees	300.00
Public Art Projects	2,028.00
Professional Dev - tutorials/course	180.00
Honorarium	540.00
Sponsorships & Donations	250.00
Scholarships & Bursaries	1,000.00
Grants	6,017.95
Hospitality & Gifts	1,104.36
Total Artistic Expenses	66,778.85

Rental Expense

Gallery Rent	12,094.14
Art Centre Rent	16,800.00
Short Term Venue Rent	2,045.00
Total Facility Expenses	30,939.14

Marketing & Communication Expenses

Marketing Production Fees	1,392.98
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Enderby & District Arts Council
Income Statement 01/01/2023 to 12/31/2023

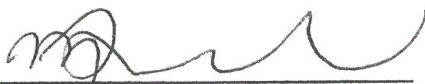
Advertising Purchases	1,990.96
Website Mntce & Hosting Fees	78.75
Total Marketing/Comm. Expense	<u>3,462.69</u>
Administration Expenses	
EDAC Supplies	1,829.50
Contract Personnel - Bkcp & Other	3,160.00
EDAC Maintenance/Utilities	4,847.47
Office Fees (copies, postage etc)	475.29
Gallery Building Repairs & Mntce	238.25
Memberships, Dues & Fees	241.54
Coffee House Supplies	437.70
Telephone/Internet/Cable	1,157.20
Bank Service Charges & Interest	138.17
Insurance	1,789.48
Workshop Supplies	645.93
Moneris Rental & Commissions	1,334.18
Square fees	0.18
Other Administrative Expense Total	6,457.92
Capital Expense	639.82
Total Administration Expenses	<u>16,934.71</u>
TOTAL EXPENSE	<u>118,115.39</u>
NET INCOME	<u><u>-10,762.28</u></u>



Neil Fidler President



Georgia Atwood Treasurer



prepared by Bottom Line Accounting

ASSET

Current Assets

Art Centre Float	100.00	
Gallery Float	100.00	
Coffee House float	50.00	
Petty Cash	272.37	
Total Floats		522.37
Credit Union Chequing Account		14,077.85
Credit Union Savings First		2,819.59
Credit Union Equity Shares		6.32
Term Deposit #18 (Operating Funds)	5,034.58	
Term # 87890 - 17 (Operating Fun...	5,482.04	
Term # 87890 - 16 (Future Building)	16,992.88	
Term # 87890 - 8 (Operating Funds)	5,696.84	
Total Term Deposits		33,206.34
Total Current Assets		50,632.47

TOTAL ASSET 50,632.47

LIABILITY

Payables

Accounts Payable	4.80
Total Payable	4.80

Restricted Funds

Operating Funds	16,213.46
Future Building	16,992.88
Total Restricted Funds	33,206.34

TOTAL LIABILITY 33,211.14

EQUITY

Member Equity


Reported Earnings	691.00
Retained Equity	27,492.61
Current Earnings	-10,762.28
Net Member Equity	17,421.33

TOTAL EQUITY 17,421.33

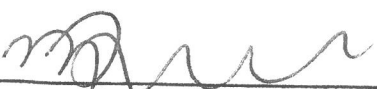
LIABILITIES AND EQUITY 50,632.47



Neil Fidler President



Georgia Atwood Treasurer



prepared by Bottom Line Accounting

Enderby and District Arts Council
2024 Budget

REVENUE		2024
Earned Revenue		
Admissions (coffee house / concerts/ Strummers Circle)		2500
Exhibition registration/ entry fees		400
Hall rental (Private, YAP,NA)		2000
Fees Workshops/Classes		3000
EDAC membership dues		1100
Gallery monthly dues		6900
Gallery membership (new members)		150
Art Emporium shelf payment		4000
Art Centre Sales		30000
Fundraiser		3000
Gallery Art Sales		25000
Interest/ Investment/ other		500
Total Earned Revenue		78550
Private Sector Revenues		
Community Art Centre Donations		1000
Donations (concession /Coffee House/ individual donations)		1500
Corporate donations/sponsorships		6000
Total Private Sector Revenue		8500
Public Sector Revenue		
Provincial Operating Grants BC Arts Council Operating		7800
Municipal Operating Grants		4000
Regional District		
Total Public Sector Revenues		11800
TOTAL REVENUE		98850

Administration Expenses		
EDAC Supplies (Art Centre and Gallery)		1000
Contract Personnel		3000
Maintenance / Art Centre Utilities, taxes		5500
Office supplies (EDAC)		500
Membership dues and fees		250
Bank Charges and Interest		150
Insurance		1000
Moneris Rental and Commissions		250
Capital Expense		0
Total Administration Expense		11650
Art Centre Donations to Restricted Fund		0
TOTAL EXPENSE		100694
Revenue minus expense		98850
		100694
Deficit / Surplus		-1844

THE CORPORATON OF THE CITY OF ENDERBY

BYLAW No. 1785

A bylaw to amend Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020

WHEREAS The Council of the Corporation of the City of Enderby has adopted "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020";

AND WHEREAS Council wishes to amend the fees;

NOW THEREFORE the Council of the Corporation of the City of Enderby, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1785, 2024".
2. Schedule "C" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020" is deleted and Schedule "C" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this 20th day of February, 2024.

READ a SECOND time this 20th day of February, 2024..

READ a THIRD time this 20th day of February, 2024.

ADOPTED this ____ day of _____, 2024.

Mayor

Corporate Officer

SCHEDULE "C" – POOL FEES

Drop In (per visit)				
	Per Swim	10-Visit Pass	1-Month Pass	Season Pass
Public Swim – Adult	5.00	45.00	55.00	n/a
Public Swim – Youth or Senior	4.00	36.00	44.00	n/a
Public Swim – Preschool 3-5 yrs	2.50	22.50	27.50	n/a
Public Swim – 2yrs and under	Free	n/a	n/a	n/a
Public Swim – Family	13.50	121.50	148.50	n/a
Toonie Swim	2.00	n/a	n/a	n/a
Aqua Fit – Youth or Senior	6.50	58.50	74.75	235.00
Aqua Fit – Adult	7.50	67.50	86.25	261.25
Not-for-profit licensed preschool or youth organization:				
	# of Youth/Preschool		Rate per swim	
	8-12		22.25	
	13-20		36.00	
	21-30		58.50	
	30+		58.50 plus \$2.00 for each additional Youth/Preschool	
Rentals (per hour)				
Up to 50 persons			85.00	
51-85 persons			121.25	
Swim club			31.45	
SD #83			JOINT USE AGREEMENT	
Not-for-profit licensed preschool or youth organization			21.65 / instructor / hr	

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Mayor and Council
From: Tate Bengtson, CAO
Date: February 19, 2024
Subject: Enderby & District Museum Society Grant Request Towards Muzebo Fencing or Refurbished Fire Apparatus

RECOMMENDATION

THAT Council provides a grant to the Enderby & District Museum Society for \$3,000, funded through the Community Enhancement Fund, towards the costs for refurbishing Enderby's first fire apparatus.

ALTERNATE RECOMMENDATION (FENCING CONTRIBUTION)

THAT Council provides a grant to the Enderby & District Museum Society for \$1,700, funded through the Community Enhancement Fund, towards the costs for extending the fence enclosure at the Muzebo in Barnes Park.

BACKGROUND

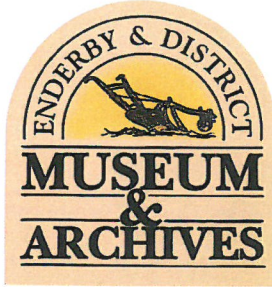
The Enderby & District Museum Society has submitted a letter (attached) requesting that Council consider providing a grant to fund either the remainder of the refurbishing costs for Enderby's first fire apparatus (valued at \$3,000) or the costs for extending the fence enclosure at the Muzebo in Barnes Park (valued at \$1,700).

Considerable effort has been made by the Museum and numerous community members to restore Enderby's first fire apparatus. On February 5, 2024, the Enderby & District Services Commission approved the extension of the Muzebo enclosure to create additional space for the display of the fire apparatus.

The Community Enhancement Fund is funded through the City's non-tax revenue sources - Riverside RV Park profits and Telus telecommunications tower lease fees – and supports one-off or first-time initiatives and projects.

Respectfully submitted,


Tate Bengtson
Chief Administrative Officer



Enderby & District Museum Society

Box 367 Enderby, BC V0E 1V0

250-838-7170

www.enderbymuseum.ca

enderbymuseum@shaw.ca

February 9, 2024

Dear Enderby City Council,

I am writing to update you on progress of the restoration of Enderby's first fire truck, a project commenced in 2021 and nearing completion, and to make a request.

The vehicle is a 1930 Chevy Maple Leaf truck that was converted into a fire truck in 1939. The city contracted out some of the work while local mechanic, Bill Morris, did much of the work on a volunteer basis. Continuing with that theme, the bodyman who undertook this restoration volunteered his time for the project. The museum provided a small honorarium to cover some of the costs for materials while the labour was provided at no cost. Other businesses, including Williamson Automotive and CNC Manutech, have donated time, labour and materials to the project. While some work remains to be done this spring – more mechanical, replacement of some wood, pinstriping, adding metal piping for rails and the replacement of some equipment – much of the project is complete. A fundraising campaign to cover the cost was undertaken, with about \$12,000 of the \$15,000 goal attained.

The restored fire truck made an appearance at the Aug. 19 Friday Night Lights before being returned to its spot in the Museum in the Park. Work to reconfigure the gazebo at Barnes Park to make a pleasing display of the artifacts contained in the space was somewhat successful. The museum recently obtained permission from the Enderby Area F Services Commission to extend fencing on the gazebo at the north end. This will provide more room to house the fire truck and create a more dynamic display. The truck will be more visible to the public and easier to take in and out of the gazebo for events.

I contacted Rite-Way Fencing Inc., who provided the original fencing, about the cost of expanding the fencing on the gazebo. The cost estimate for the materials is just over \$1,600 (see attached), which does not include fasteners. As the city has not yet contributed to the fire truck restoration project, we are asking that you aid with this extra cost to extend the gazebo.

Sincerely,

Jackie Pearase, administrator

On behalf of the Enderby & District Museum Society Board of Directors



Rite-Way Fencing (2000) Inc. Phone: (250) 491-9174
3535 Alcan Road Toll Free: (877) 422-3699
Kelowna, BC V1X 7R3

RITE-WAY
FENCING INC.

Quotation

Customer:

Enderby & District Museum
Enderby, BC

Attn: Jackie Pearase
250-838-7170
Re:

Quotation # **LN35960**
Quotation Date 9/6/2023
Reference Number
Sales Representative Lori Nell
Weight **342.1 lbs.**
Fax or Email enderbymuseum@shaw.ca

INDUSTRIAL GATES

2 each	9' 6" W x 8' 6" H CHAIN LINK PANEL - GALVANIZED	@ \$691.11 each	\$1,382.22
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GATE FITTINGS

12 each	1 5/8" X 1 5/8" PANEL CLAMP - Pressed Steel c/w bolt	@ \$5.58 each	\$66.96
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MATERIALS ONLY - FOB KELOWNA
QUOTATION IS VALID FOR 10 DAYS

MOVING EXISTING GATE PANELS FORWARD WITHIN GAZEBO AND BUILDING
TWO NEW PANELS TO FIT BETWEEN GAZEBO UPRIGHTS

THE OD OF THE EXISTING PANELS WILL NEED TO BE CONFIRMED - USUALLY
THEY ARE BUILT FROM 1 5/8" OD PIPE

\$1,449.18

PST @ 7.00%	101.44
GST @ 5.00%	72.46

\$1,623.08

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: February 26, 2024
Subject: City of Enderby and Splatsin Working Group

RECOMMENDATION

THAT Council appoints _____ as the primary representative and _____ as the alternate representative to the City of Enderby and Splatsin Working Group.

BACKGROUND

As expressed in the attached Band Council Resolution, Splatsin has appointed Tkwapila7 Miranda Kimbasket as the primary representative and Tkwapila7 Phyllis Jezewsky as the alternate representative to the City of Enderby and Splatsin Working Group.

The Working Group meets on an ongoing basis to discuss matters of mutual interest. The Working Group does not replace the need for Community-to-Community forums where elected officials meet collectively, but rather should be seen as complimentary in nature.

Councillors Baird and Schreiner were previously appointed to the City of Enderby and Splatsin Working Group.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

Splatsin Council Resolution

Note: The words "From our Band" "Capital" or "Revenue", whichever is the case, must appear in all resolutions requesting expenditures from Band Funds

Moved by Tkwamipla7 Vikki Tronson

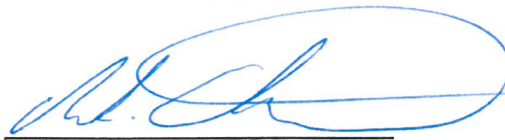
Seconded by Tkwamipla7 Phyllis Jezewsky

WHEREAS at a duly convened meeting of the Splatsin Kukpi7 and Tkwamipla7s held on February 20, 2024, the following motion was passed:

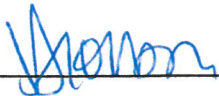
WHEREAS the Splatsin Kukpi7 and Tkwamipla7s wish to ensure that the Band's interests are represented at the City of Enderby Working Group for the term February 20, 2024 – January 22, 2026; and

THEREFORE, BE IT RESOLVED that Splatsin Kukpi7 and Tkwamipla7s appoint Tkwamipla7 Miranda Kimbasket as the primary representative and Tkwamipla7 Phyllis Jezewsky as the alternative representative to the City of Enderby Working Group.

A Quorum for this Band Consists of 4 Council Members



KUKPI7 MICHAEL CHRISTIAN



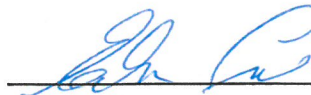
TKWAMIPLA7 VIKKI TRONSON

Conflict

TKWAMIPLA7 PHYLLIS JEZEWSKY

Conflict

TKWAMIPLA7 MIRANDA KIMBASKET



TKWAMIPLA7 EDNA FELIX



TKWAMIPLA7 CRYSTAL MORRIS

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: February 26, 2024
Subject: Date for Annual Our Enderby Clean-Up Challenge

RECOMMENDATION

THAT Council endorses Saturday April 26, 2024 as the date for the Annual Our Enderby Clean-Up Challenge.

BACKGROUND

Since 2013, the City of Enderby has been hosting the annual Our Enderby Clean-Up Challenge which is a community event aimed at reducing local pollution, beautifying the community, and fostering a sense of community and civic pride. The clean-up event is followed by an appreciation barbecue in the City Hall parking lot, hosted by the Enderby & District Lions Club, where food and refreshments are provided to clean-up participants to celebrate their community contribution; in recent years, the Lions Club has also scheduled their annual paper shredding event to coincide with the Clean-Up.

The event has historically been held on a Saturday in late April. Staff are recommending that Council endorses Saturday April 26, 2024 as the date for this year's Clean-Up event. Once Council has endorsed a preferred date, the Lions Club will be contacted to confirm their availability for the event.

Respectfully Submitted,



Kurt Inglis
Planner

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner
Date: February 28, 2024
Subject: Enderby Farmers Market – Road Closure Application for 2024 Market Season

RECOMMENDATION

THAT Council approves the Road Closure Application from the Enderby Farmers Market for the closure of Cliff Avenue from Highway 97A to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane, every Friday from April 12, 2024 to November 15, 2024 between 6:00 am – 2:30 pm, with the approval being subject to the following conditions:

1. The road closure shall be in general accordance with the Road Closure Application attached to this memorandum as Schedule 'A';
2. The road closure cannot begin until snow clearing along Cliff Avenue is complete, and in cases where the road closure is delayed due to snow clearing occurring, the Market organizers shall take the necessary steps to ensure that vendors are not staging downtown in a manner that negatively impacts other snow clearing operations or the regular flow of traffic;
3. The Market shall be responsible for setting up and removing traffic control devices, emptying municipal garbage receptacles, and immediately cleaning up any litter from the road closure area;
4. The Market shall ensure that porta-potties are properly maintained and are removed at the end of each market event;
5. The Market shall ensure that the road closure area is re-opened to traffic no later than the end time noted in the application;
6. The Market shall provide proof of Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as additional insured, which shall include, i) a cross liability clause, ii) a waiver of subrogation clause, and iii) a requirement that the policy cannot be cancelled, lapsed or materially changed without at least thirty (30) days written notice to the City of Enderby, delivered to the Corporate Officer; and
7. The Market Board shall pass a resolution to:
 - a. confirm that the City of Enderby is indemnified, saved harmless, and released in all respects arising from the proposed road closure and use of the adjacent sidewalks and walkways, including legal fees;
 - b. expressly acknowledge the risks associated with the proposed road closure and that they have sought independent advice on this matter, prior to considering this resolution;
 - c. acknowledge that they are responsible for any additional snow and ice clearing that exceeds the City's *Snow and Ice Control Policy*; and

- d. confirm that when a road closure is delayed due to snow clearing occurring, the Market will take the necessary steps to ensure that vendors are not staging downtown in a manner that negatively impacts other snow clearing operations or the regular flow of traffic.

BACKGROUND

The Enderby Farmers Market has submitted a Road Closure Application for the 2024 market season, with the application requesting to close Cliff Avenue from Highway 97A to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane, every Friday from April 12, 2024 to November 15, 2024 between 6:00 am – 2:30 pm. There have been no proposed changes to the layout of the market event, as shown on the attached Schedule 'A'.

In March of 2023, Enderby City Council approved a Road Closure Application from the Market to close portions of Cliff Avenue and Belvedere Street every Friday from 6:00 am – 2:30 pm between April 14, 2023 and October 20, 2023, subject to a number of conditions. The Enderby Farmers Market then submitted an additional Road Closure Application seeking to extend the road closure approval for an additional four weeks, under a reduced footprint, which was also approved. It should be noted that as part of the Petition of Affected Business Owners that was required to be circulated to all affected businesses within a one-block radius as part of the Road Closure extension application, it was observed that there was an increase in downtown businesses that were opposed to the road closure as compared to previous years. Although the Market is no longer considered a first-time event under the City's *Temporary Road Closures for Community Events Policy* (see attached), and Staff therefore have the delegated authority under the Policy to approve the Road Closure Application administratively, Staff are advancing the application to Council for consideration given that there has been an increase in downtown business opposition as compared to previous years.

It should be noted that following the 2023 season, the Market engaged with downtown businesses who had communicated concerns as part of the petition, in order to identify mitigation steps and areas for collaboration. In prior years, the weekly market events have generally been well received by the community and no major logistical concerns have been observed by Staff.

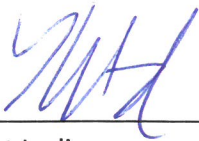
It is recommended that Council support the Enderby Farmers Market's Road Closure Application for the 2024 season, subject to the same conditions as previous seasons, including:

1. The road closure shall be in general accordance with the Road Closure Application attached to this memorandum as Schedule 'A';
2. The road closures cannot begin until snow clearing along Cliff Avenue is complete, and in cases where the road closure is delayed due to snow clearing occurring, the Market organizers shall take the necessary steps to ensure that vendors are not staging downtown in a manner that negatively impacts other snow clearing operations or the regular flow of traffic;
3. The Market shall be responsible for setting up and removing traffic control devices, emptying municipal garbage receptacles, and immediately cleaning up any litter from the road closure area;
4. The Market shall ensure that porta-potties are properly maintained and are removed at the end of each market event;
5. The Market shall ensure that the road closure area is re-opened to traffic no later than the end time noted in the application;

6. The Market shall provide proof of Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as additional insured, which shall include, i) a cross liability clause, ii) a waiver of subrogation clause, and iii) a requirement that the policy cannot be cancelled, lapsed or materially changed without at least thirty (30) days written notice to the City of Enderby, delivered to the Corporate Officer; and
7. The Market Board shall pass a resolution to:
 - a. confirm that the City of Enderby is indemnified, saved harmless, and released in all respects arising from the proposed road closure and use of the adjacent sidewalks and walkways, including legal fees;
 - b. expressly acknowledge the risks associated with the proposed road closure and that they have sought independent advice on this matter, prior to considering this resolution;
 - c. acknowledge that they are responsible for any additional snow and ice clearing that exceeds the City's *Snow and Ice Control Policy*; and
 - d. confirm that when a road closure is delayed due to snow clearing occurring, the Market will take the necessary steps to ensure that vendors are not staging downtown in a manner that negatively impacts other snow clearing operations or the regular flow of traffic.

Given the potential for snow fall during the early and late portions of the market season, conditions #2 and #7 are critical to ensuring that the event is not negatively impacting snow clearing activities within the downtown, nor resulting in the City accepting any additional liability associated with the event as it extends into winter.

Respectfully Submitted,



Kurt Inglis
Planner

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

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

POLICY:

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

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

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

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

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

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

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

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

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

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

Enderby Farmers Market

Name of Contact Person

Vallene Byrne

Telephone or Email

Name of Event

Enderby Farmers Market

Date(s) of Closure

April 12 2024 - Oct 18 2024

Start time for Closure

6am

End time for Closure

Nov 15th 28 30pm

Location of Closure

Cliff Ave from Hwy 97 to Cliff Ave + Vernon St .
Alley Ways (Macpherson + Spears) to the Library .

Required Attachments

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

See attached

*attached is responses
from only 5 stores wanting
to discuss in Spring of
2024*

Indemnity:

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

Authorized Signatory

Date

Do Not Complete – For Administrative Purposes			
Approved by	Date		
Certificate of Insurance	Yes	No	N/A
Map	Yes	No	N/A
Petition of Affected Business Owners	Yes	No	N/A

HWY 97

