

**ENDERBY AND DISTRICT SERVICES COMMISSION**

**Tundra Baird  
Shawn Shishido**

**Allysa Hopkins  
Todd Couch**

**SPECIAL MEETING AGENDA**

---

**DATE:** April 19, 2024  
**TIME:** 9:00 AM  
**LOCATION:** Council Chambers, Enderby City Hall – 619 Cliff Avenue

---

*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: 873 3391 3388  
Passcode: 593117*

*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/](http://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 April 18, 2024 Enderby & District Services Commission agenda be approved as circulated.*

**3. ADOPTION OF MINUTES**

**3.1 Meeting Minutes of February 5, 2024**

*THAT the February 5, 2024 Enderby & District Services Commission meeting minutes be adopted as circulated.*

Page 3

**4. NOTICES OF MOTION**

**4.1 Notice of Motion (Area F Director Allysa Hopkins): Request for Enderby & District Services Commission to Initiate a Review of its Scope Relating to Ball Diamonds**

*THAT the Enderby & District Services Commission supports in principle including in its Shared Services ball diamonds in Area F of the Regional District of North Okanagan, subject to the agreement of both Parties on a supplementary*

Page 7

*memorandum of understanding and, if necessary, an amendment to Regional District of North Okanagan Bylaw No. 1650, 2000;*

*AND THAT the Enderby & District Services Commission directs Staff to work with Regional District of North Okanagan Staff on drafting a supplementary memorandum of understanding and, if necessary, an amendment to Regional District of North Okanagan Bylaw No. 1650, 2000 and, provided there is a joint staff recommendation, that the documents be advanced directly to the Parties for support or, in the event that a joint staff recommendation is not obtained, the documents be referred to the Commission for further discussion.*

**5. PUBLIC QUESTION PERIOD**

**6. ADJOURNMENT**

**ENDERBY AND DISTRICT SERVICES COMMISSION**

MINUTES of a regular meeting of the **ENDERBY AND DISTRICT SERVICES COMMISSION** held on February 5, 2024 at 9:00 a.m. in the Council Chambers of Enderby City Hall.

<b><u>Members:</u></b>	Tundra Baird	City of Enderby
	Shawn Shishido	City of Enderby
	Allysa Hopkins	Electoral Area F
	Todd Couch	Electoral Area F

**Staff:** Tate Bengtson – Chief Administrative Officer, City of Enderby  
 Jennifer Bellamy – Chief Financial Officer, City of Enderby  
 Andraya Holmes – Clerk Secretary, City of Enderby  
 Sheryl Hay – Recreation Services  
 Kaylee Wells – Recreation Services

**ELECTION OF CHAIR**

The Chief Administrative Officer, serving as Corporate Officer, called the meeting to order and read the procedure for Election of Chair.

Allysa Hopkins nominated Shawn Shishido to serve as Chair of the Enderby & District Services Commission for 2024.

Shawn Shishido accepted the nomination.

There were no further nominations.

The Corporate Officer declared that Shawn Shishido is elected Chair of the Enderby & District Services Commission for 2024.

**LAND ACKNOWLEDGEMENT**

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

**APPROVAL OF AGENDA**

Moved by Tundra Baird, seconded by Allysa Hopkins  
*“THAT the February 5, 2024 Enderby & District Services Commission agenda be approved as circulated.”*

CARRIED

**ADOPTION OF MINUTES**

Enderby & District Services Commission Regular Meeting Minutes of December 11, 2023

Moved by Todd Couch, seconded by Allysa Hopkins

*“THAT the December 11, 2023 Enderby & District Services Commission meeting minutes be adopted as circulated.”*

CARRIED

**BYLAWS**

Parks, Recreation and Culture Fees Bylaw

Moved by Tundra Baird, seconded by Allysa Hopkins

*“THAT the Commission recommends that Council enacts the attached 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**

Chief Administrative Officer Report

Verbal Update on New Pool

Chief Administrative Officer reported that Staff is proceeding with detailed design for the new pool and things are going very well so far. There will be a more detailed update at the next Enderby & District Services Commission meeting.

Verbal Update on Arena

Chief Administrative Officer reported that the Arena has been shut down for the season and Staff is working on an investigation and assessment of the failed components. Reported that the chiller is not damaged and that when the header is removed for replacement in March, pressure testing of the brine lines will occur to locate the leaking lines under the arena floor.

Shawn Shishido asked if a small section of the floor can be removed to replace a line.

Chief Administrative Officer responded that hopefully the issue will be localized and only a small section of floor will need to be removed and replaced, but the problem may be broad. Noted that often brine leaks can be difficult to detect.

Tundra Baird asked if all ice has been removed.

Chief Administrative Officer responded that all ice has been removed.

Allysa Hopkins asked for information on the Kraft Hockeyville contest.

Chief Administrative Officer responded that Enderby has been nominated by members of the community. Work has been done by Staff and Recreation Services to send information off to Kraft about the Arena. Chief Administrative Officer encouraged the community to get involved and continue to nominate. Also noted that Lumby won Kraft Hockeyville and was able to use funding from Kraft Hockeyville to leverage for more grants for improvements to their arena.

Tundra Baird asked Allysa Hopkins if the Area F Master Parks Plan will be released soon.

Allysa Hopkins responded that they are getting close to being ready to release the Area F Master Parks Plan.

**NEW BUSINESS**

Extension of Muzebo Display Area for Enderby’s First Fire Apparatus

Moved by Tundra Baird, seconded by Todd Couch

*“THAT the Enderby & District Services Commission approves an extension to the Muzebo Display Area by approximately 3 metres on its north side in order to provide for the secure display of Enderby’s restored first fire apparatus.”*

CARRIED

Todd Couch declared a conflict of interest by nature of his association with the Mara Cemetery and left the meeting at 9:11 a.m.

2024 Grant Funding – Cemetery

Moved by Allysa Hopkins, seconded by Tundra Baird

*“THAT the Enderby & District Services Commission provides a grant in the amount of \$3,500 to the Grindrod Cemetery Committee and a grant in the amount of \$1,000 to the Mara Musical and Athletic Association for the operations of their respective cemeteries.”*

CARRIED

Todd Couch returned to the meeting at 9:12 a.m.

2024 Budget – Cemetery

Moved by Allysa Hopkins, seconded by Tundra Baird

*“THAT the Enderby & District Services Commission approves the Cemetery – 2024 Draft Budget.”*

CARRIED

2024 Budget – Animal Control

Chief Financial Officer gave an overview of the Draft Budget.

Moved by Todd Couch, seconded by Tundra Baird

*“THAT the Enderby & District Services Commission approves the Animal Control – 2024 Draft Budget.”*

CARRIED

2024 Budget – Parks, Recreation & Culture

Chief Financial Officer gave an overview of the Draft Budget.

Moved by Tundra Baird, seconded by Allysa Hopkins

*“THAT the Enderby & District Services Commission approves the Parks, Recreation & Culture – 2024 Draft Budget.”*

CARRIED

**PUBLIC QUESTION PERIOD**

Graeme Duncan asked if the brine line leak at the Arena is a result of a mechanical issue or if it is a result of the age of the lines.

Chief Administrative Officer responded that a mechanical issue with the header likely contributed to this leak, but that the brine lines are old and will need to be replaced based on age and condition. Once the header is removed, pressure testing of the brine lines on the arena side will occur, and will inform next steps.

**CLOSED MEETING RESOLUTION**

Moved by Allysa Hopkins, seconded by Tundra Baird

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

CARRIED

**ADJOURNMENT**

Moved by Allysa Hopkins, seconded by Tundra Baird

*“THAT the February 5, 2024 regular meeting of the Enderby and District Services Commission be adjourned at 9:29 a.m.”*

CARRIED

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CORPORATE OFFICER



# REGIONAL DISTRICT NORTH OKANAGAN

MEMBER MUNICIPALITIES:

CITY OF ARMSTRONG

CITY OF ENDERBY

DISTRICT OF COLDSTREAM

VILLAGE OF LUMBY

CITY OF VERNON

TOWNSHIP OF SPALLUMCHEEN

ELECTORAL AREAS:

"B" – SWAN LAKE

"C" – BX DISTRICT

"D" – LUMBY (RURAL)

"E" – CHERRYVILLE

"F" – ENDERBY (RURAL)

OUR FILE No.: 4750.01.01

April 5, 2024

Tate Bengtson  
619 Cliff Avenue  
Enderby, BC V0E 1V0

*Commission*  
**AGENDA**

Dear Tate:

**Re: Enderby & District Services Commission**

As recently discussed, I wish to bring forward a motion to the Enderby & District Services Commission to follow through on provision #7 in the Memorandum of Understanding, to trigger a review by the Commission for a proposed ball diamond in Grindrod Park.

I would like to call a special meeting of the Commission to consider the following motion:

That the Enderby & District Services Commission initiate a review as stated in the 2020 Memorandum of Understanding, to determine whether all ball diamonds (Riverside and proposed new diamond in Area 'F') will be included in, or excluded Shared Services.

I understand that you are also meeting with RDNO staff on April 15 to discuss some possible solutions. I'd like to schedule the special Commission meeting after April 15 in order to consider any solutions that might arise from that meeting. April 18 or 19 would work well for myself and Todd.

Yours truly,

Allysa Hopkins  
Electoral Area F Director  
cc: David Sewell, CAO  
Ian Wilson, GM of Community Services