

## ENDERBY AND DISTRICT SERVICES COMMISSION

Brad Case  
Tundra Baird

Herman Halvorson  
Denis Delisle

### AGENDA

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**DATE:** Thursday, February 23, 2017  
**TIME:** 8:30 a.m.  
**LOCATION:** Council Chambers, Enderby City Hall – 619 Cliff Avenue

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**1. APPROVAL OF AGENDA**

**2. ADOPTION OF MINUTES**

[Regular Minutes of January 16, 2017](#)

**3. DELEGATION**

[Big Bike Event](#) – Presentation by Recreation Services

**4. NEW BUSINESS**

[Parks, Recreation and Culture Fees Amendment Bylaw No. 1625, 2017](#) – Memo  
From Chief Financial Officer dated February 17, 2017

[Budget 2017](#)

Summary and Financial Plan from Chief Financial Officer dated February 20, 2017

**5. PUBLIC QUESTION PERIOD**

**6. CLOSED MEETING RESOLUTION**

Closed to the public pursuant to Section 90 (1) (d) and (e) of the *Community Charter*

**7. ADJOURNMENT**

## **ENDERBY AND DISTRICT SERVICES COMMISSION**

MINUTES of a regular meeting of the **ENDERBY AND DISTRICT SERVICES COMMISSION** held on Monday, January 16, 2017 at 9:00 a.m. in the Council Chambers of Enderby City Hall.

**Members:** Brad Case City of Enderby  
Tundra Baird (absent) City of Enderby  
Denis Delisle Electoral Area F  
Herman Halvorson Electoral Area F

**Staff:** Tate Bengtson – Chief Administrative Officer  
Kurt Inglis – Planner and Assistant Corporate Officer  
Bettyann Kennedy – Recording Secretary

**Others:** Kaylee Wells, Parks and Recreation

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### **ELECTION OF CHAIR**

Moved by Herman Halvorson, seconded by Brad Case that Denis Delisle be appointed Chair of the Enderby and District Services Commission.

Carried

### **APPROVAL OF AGENDA**

The following items were added to the agenda under Unfinished Business:

- Spray Park Update
- Pull-out at North End of Enderby

Moved by Brad Case, seconded by Herman Halvorson that the agenda be approved as amended.

Carried

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of December 20, 2016.

Moved by Brad Case, seconded by Herman Halvorson that the regular meeting minutes of December 20, 2016 be adopted as circulated.

Carried

### **UNFINISHED BUSINESS**

Master Parks Plan Review

The Chief Administrative Officer summarized his memorandum recommending an in-house, streamlined, minor update to the Parks Plan that will involve a “state of the plan” review and then public consultation via survey. The process is expected to be completed in 2017.

Moved by Brad Case, seconded by Herman Halvorson that Staff move forward with implementing the minor Parks Plan Review as summarized in the Memorandum from the Chief Administrative Officer dated January 9, 2017.

Carried

Purchase of New Tractor-Mower – Memo from Chief Administrative Officer dated January 9, 2017

Moved by Herman Halvorson, seconded by Brad Case that the Commission authorize the purchase of a Kubota tractor-mower with bagger and aerator for \$35,888 including PST.

Carried

Removal of Structures Attached to Breakwater – RFP Results – Memo from Chief Administrative Officer dated January 10, 2017

Moved by Herman Halvorson, seconded by Brad Case that the Commission authorize staff to contract with Arc Ridge Ltd. at a value of \$9,807 plus applicable taxes for the removal of structures attached to the breakwater ahead of the Mabel Lake public boat launch.

Carried

*Late Item:*     Spray Park Update

The Chief Administrative Officer reported that he met with Becky Shuert who is the lead on the grass roots fundraising. They have approximately \$17,000 to contribute to the park. A “phased in” concept was suggested to use what funds are available now while engaging the public to continue to fundraise for specific play features. There is enough funds available for the pad, servicing, and a number of water features. The pad would be designed in such a way to allow for the installation of additional features at a later date. A concept design for a phased park will be obtained from an engineer to be presented to the Lions Club. Although July 1<sup>st</sup> is an unlikely target date, it is hoped that the park could be ready by early August.

*Late Item:*     Pull-Out at North End of Enderby

The Chief Administrative Officer reported that the Ministry of Transportation and Infrastructure is not responsible for the site as it was apparently not authorized in the first place. A private contractor has indicated that he is willing to take on the cleaning of the site and will attempt to sell advertising. The Commission is concerned that the garbage will continue to pile up and may be too much of an undertaking for the contractor, and will consume staff resources as a result. They are willing to give the contractor a chance, but will de-commission the site if garbage continues to accumulate.

### **PUBLIC QUESTION PERIOD**

None.

### **ADJOURNMENT**

Moved by Herman Halvorson, seconded by Brad Case that the meeting adjourn at 9:35 a.m.

Carried

CHAIR

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CHIEF ADMINISTRATIVE OFFICER

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THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: February 17, 2017  
Subject: Parks, Recreation and Culture Fees Bylaw

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**Recommendation**

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. 1578, 2015 Amendment Bylaw No. 1625, 2017".

**Background**

The attached amendment bylaw proposed the following fee changes:

- Not-for-profit licensed preschool or youth organization - Rentals
  - The fee has been increased from \$17.00/lifeguard/hour to \$17.25/lifeguard/hour to reflect increased lifeguard fees.
- Not-for-profit licensed preschool or youth organization - Drop In
  - A new section has been added for drop in rates. The above rental rate was originally introduced in 2012 to provide an affordable rate to the Enderby Preschool that covered incremental costs; however, this rate was based on the pool actually being rented, where as the Preschool is actually using the pool during drop in sessions.
- Swim Lessons & Programs
  - These two sections have been removed as the fees charged are based on instructor rates and materials and are on a cost recovery basis.
- Ball Diamond Fees
  - These fees have been increased to cover additional field maintenance, which was originally requested and approved by the user groups in 2016. With the purchase of the new tractor-mower, part of the additional maintenance items will be delivered in house at a lower cost, resulting in lower fees than what was previously approved by the user groups.

Respectfully submitted,

  
Jennifer Bellamy  
Chief Financial Officer

## THE CORPORATION OF THE CITY OF ENDERBY BYLAW No. 1578

A bylaw to impose fees for providing recreation programs and facilities

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**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. 1578, 2015";

**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. 1578, 2015 Amendment Bylaw No. 1625, 2017".
2. Schedule "C" and Schedule "D" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015" are deleted and Schedule "C" and Schedule "D" attached to and forming part of this bylaw are substituted therefore.

READ a FIRST time this \_\_\_\_ day of \_\_\_\_\_, 2017.

READ a SECOND time this \_\_\_\_ day of \_\_\_\_\_, 2017.

READ a THIRD time this \_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2017.

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Mayor

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Chief Administrative Officer

**SCHEDULE "D" – PARK FEES**

<b>Rates effective January 1, 2016</b>	
<b>Park Rates</b>	
Grindrod Park overnight camping (per night; ancillary to baseball tournament)	17.75
Riverside Park – Youth (per day; includes ball diamond area)	250.00
Riverside Park – Adult / Commercial (per day; includes ball diamond area)	500.00
<b>Gazebo</b>	
Daily Rental	120.00
Damage Deposit (per rental)	500.00
Kitchen Clean-up (per rental)	52.00
<b>Ball Diamonds</b>	
Adult League (per team per season)	350.00
Minor League (per team per season)	175.00
Non-League (per diamond per day)	91.00
Funtastic	400.00

**SCHEDULE "C" – POOL FEES**

<b>Rates effective January 1, 2017</b>			
<b>Drop In (per visit)</b>			
	<b>Per Swim</b>	<b>10-Visit Pass</b>	<b>1-Month Pass</b>
Public Swim – Adult	3.75	33.75	41.25
Public Swim – Youth or Senior	3.50	31.50	38.50
Public Swim – Preschool	2.50	22.50	27.50
Public Swim – Family	9.00	81.00	99.00
Public Swim – Parent & Tot	5.00	n/a	n/a
Toonie Swim	2.00	n/a	n/a
Dash n Splash	6.00	n/a	n/a
Youth Night	5.00	n/a	n/a
Aqua Fit – Youth or Senior	5.75	51.75	57.50
Aqua Fit – Adult	6.00	54.00	60.00
<b>Not-for-profit licensed preschool or youth organization:</b>			
	<b># of Youth/Preschool</b>	<b>Rate per swim</b>	
	8-12	20.00	
	13-20	32.50	
	21-30	52.50	
	30+	52.50 plus \$2.00 for each additional Youth/Preschool	
<b>Rentals (per hour)</b>			
Up to 50 persons			67.00
51-85 persons			91.50
Swim club			25.00
SD #83			JOINT USE AGREEMENT
Not-for-profit licensed preschool or youth organization			17.25/lifeguard/hr



**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Enderby & District Services Commission  
From: Tate Bengtson, CAO  
Date: February 20, 2017  
Subject: Budget 2017 Summary

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**RECOMMENDATION**

THAT the Enderby & District Services Commission receives and files this memorandum.

**BACKGROUND**

The Commission parks and recreation budget for 2017 proposes a budget increase of 3.5%. This is represented by:

- 1.0% operating increase
- 0.5% for special projects
- 2% for equipment reserves and other asset management

The annual inflation rate (CPI) for 2016 was 1.8%. Notwithstanding the inflationary pressure that increases the cost of doing business, a variety of efficiencies have been implemented in order to contain operating costs to less than the annual inflation rate.

Key projects which are being proposed are:

- The first phase of a new spray park
- Scheduled renewal of arena dehumidifiers
- New trees for Barnes Park
- Pool deck and change room floor restoration
- Pool basin restoration
- Purchase of a new tractor/mower/aerator and a rock picking machine to improve infield ball diamond maintenance
- Beginning to save towards replacing the zamboni
- A variety of community hall operating grants
- A proposed \$10,000 contribution towards a new playground in Ashton Creek

There are also a number of other projects, not included above, which the Commission may wish to proceed with as it sees fit, each possessing a corresponding tax implication. The other projects are listed in Appendix A.

The Commission cemetery budget for 2017 proposes an overall budget increase of 1.3%, which includes a one-off grant to the Grindrod Cemetery to expand its cremation section. There are some larger works at the Cliffside Cemetery proposed for 2017 which will be reviewed with the Commission in the spring; if the works proceed, funding will be drawn from the major maintenance budget line item and, if needed, prior year's surplus.

The Commission animal control budget for 2017 proposes an overall budget decrease of 0.2%. This small increase is due to the fact that most animal control operating costs are allocated on a three-year rolling average, which serves as a barometer of general activity levels.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: February 21, 2017  
Subject: 2017 Financial Plans

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**Recommendation**

THAT the Enderby and District Services Commission determines which, if any, of the new uncommitted expenses it wishes to approve for inclusion in the 2017 financial plan on Appendix A;

AND THAT the Enderby and District Services Commission reviews the attached financial plans, directs changes as necessary, and resolves to accept the financial plans.

**Background**

Attached are drafts of the financial plans for each of the Commission's Services. Note that the year to date actual amounts included for 2016 are subject to change once the year end accounting process is completed. Once the Commission approves the plans they will be forwarded to the City to incorporate into its budget process and to the RDNO for purposes of requisition.

**Cemetery**

The attached Cemetery - Financial Plan proposes a 1.3% increase to the budget (or \$521). The 2017 plan is relatively consistent with the 2016 plan. Cemetery shows an operating surplus of \$17,070 for 2016. The surplus is primarily made up of unused funds budgeted for major maintenance and increased fees collected for plot reserves. Although an amount is budgeted annually for major maintenance, generally the amounts are accumulated and directed toward larger projects like future expansion. It also allows the Commission to respond to needs that surface during the year. Items to note with the 2017 plan:

- Transfer to Reserves - there is a one off transfer budgeted for 2017 for \$56,769. This represents the amount of the reserves currently held with the RDNO that will be transferred to the City for more efficient administration.
- Mara Cemetery Grant - the annual grant amount has been decreased from \$2,240 to \$2,000. Although the Mara Musical & Athletic Association is asking for \$2,600 for 2017, the Association has not needed the full amount of the grant provided in previous years to pay for maintenance. The 2017 grounds/maintenance budget for 2017 is \$600 with an extra \$2,000 for software improvements. The \$2,000 grant along with previous year grant surpluses is sufficient to cover the Association's budgeted costs for 2017.
- Grindrod Cemetery Grant - The Grindrod Cemetery Committee is asking for \$2,700 for annual grounds maintenance, which is consistent with costs that have been incurred in the past. In addition to this the Committee wishes to extend the cremation section at an estimated cost of \$2,125 and is asking the Commission for \$1,000 to put towards the improvement.

**Animal Control**

The attached Animal Control - Financial Plan proposes a 0.2% decrease to the budget (or -\$37). Animal Control shows an operating surplus of \$8,615 for 2016. The budgeted amount of this line item is based on

a three year rolling average. As with the Cemetery plan, Animal Control also shows a one off transfer to reserves of \$24,805 to transfer reserves held with the RDNO to the City. The remaining items are relatively consistent with the 2016 plan.

### **Parks and Recreation**

The attached Parks & Recreation - Financial Plan proposes a 3.5% increase to the budget (\$24,824). This is comprised of a 1% increase to asset management reserves, 1% increase to equipment reserves, 1% increase to operating expenditures and 0.5% increase for projects. The 2016 year shows a surplus of \$392. A 1% budget increase provides an additional \$7,131 to the budget. Below is a summary comparison of the 2016 and 2017 budgets:

- **Revenues (User Fees)**
  - Ball Field Rentals - the 2017 budgeted amount includes increased fees for additional field maintenance. The fees that were initially proposed and approved by the user groups in 2016 have been decreased, as the purchase of the new tractor-mower will allow some of the maintenance costs to be done at a lower cost in house.
  - Programming - programming revenues have been increased to reflect prior year actuals and projected estimates obtained from Recreation Services. The increased fee revenue is offset by the increase in programming expenses.
- **Operating Expenditures**
  - Wages - wages have been allocated between the different functions based on 2016 needs. Overall the wages budget has increased by \$1,800.
  - Shuswap River Access - an additional \$4,750 has been added for environmental follow up for Belvidere hand launch.
  - Programming - these are the costs related to the delivery of additional programming. Overall the revenue and expenditures net out.
- **Grant Requests** - Attached are the grant requests received from the Community Halls and other supported organizations. The 2017 plan only includes the value of the grants provided in 2016, with the exception of the Museum. The operating grant provided to the Museum was intended to fund the curator position. The Museum is only projecting \$13,000 in curator wages for 2017. For the Museum, staff are recommending that the grant be paid to the Museum as curator costs are incurred. The remaining grant request increases are included on Appendix B.
- **Capital/Special Projects** - Attached is a list of the operating and capital projects planned for 2017 (Appendix C). To complete all of the projects listed for 2017 an additional \$3,550 in taxation is needed.
- **Reserves**
  - As directed by the Commission in 2014, a 1% requisition increase has been added to reserves to save for future capital projects.
  - It is anticipated that a new zamboni will need to be purchased in 2021. In order to save for the purchase, a 1% increase has been added to equipment reserves to ensure sufficient funds are in place for the replacement.
  - Parks Plan - \$42,500 is to be put towards the Parks Plan each year. This amount is added to dedicated reserves to save for future Parks Plan projects.

Respectfully Submitted



Jennifer Bellamy  
Chief Financial Officer

City of Enderby  
CEMETERY - FINANCIAL PLAN  
2017-2021

\$ 521 1.3%

	City: GI#	Budget 2016	2016 Actual (Draft)	2016 Actual Vs 2016 Budget	Budget 2017	Budget 2018	Budget 2019	Budget 2020	Budget 2021	Notes
<b>REVENUE</b>										
<b>REQUISITIONS</b>										
RDNO - Contribution	01-1-31100-35	\$ 38,798	\$ 25,338	\$ -	\$ 39,319	\$ 39,998	\$ 40,749	\$ 41,500	\$ 42,261	
City of Enderby - General Taxation			13,460							
<b>FEES AND CHARGES</b>										
Enderby Cemetery User Fees	01-1-41000-35	13,000	20,432	(7,432)	14,000	14,000	14,000	14,000	14,000	
SALE OF SERVICES		13,000	20,432	(7,432)	14,000	14,000	14,000	14,000	14,000	
<b>OTHER REVENUE</b>										
INTEREST INCOME	01-1-41100-35	953	1,010	(57)	909	909	909	909	909	
<b>PRIOR YEARS SURPLUS/Reserves ACCUMULATED SURPLUS</b>										Transfer of Reserves from RDNO plus \$1k for Grindrod Cemetery
					57,769				30,000	
					57,769				30,000	
<b>TOTAL REVENUE</b>		52,751	60,240	(7,489)	111,997	54,907	55,658	56,409	87,170	
<b>EXPENDITURES</b>										
Computer Repairs & Maintenance - GIS	01-2-19855-00	589	589	\$ -	600	610	621	632	643	
Finance OH charges - Enderby	01-2-19855-00	1,060	1,060	\$ -	1,078	1,097	1,117	1,137	1,157	
Admin. City of Enderby	01-2-19855-00 &	4,775	4,775	\$ -	4,861	4,950	5,040	5,130	5,220	
Public Works Wages - Enderby	01-2-55000-35	5,990	5,749	\$ 241	5,849	5,950	6,060	6,170	6,280	
Public Works Equipment - Enderby	01-2-55110-35	5,295	3,739	\$ 1,546	5,285	5,380	5,480	5,580	5,680	
Cemetery Maintenance	01-2-55120-35	16,000	18,706	\$ (2,706)	17,250	17,560	17,880	18,200	18,530	
Grant - Mara Cemetery	01-2-55130-35	2,240	2,240	\$ -	2,000	2,040	2,080	2,120	2,160	
Grant - Grindrod Cemetery	01-2-55140-35	2,240	2,240	\$ -	3,700	2,700	2,750	2,800	2,850	
Repairs - Major	01-2-55140-35	10,500	-	\$ 10,500	10,500	10,500	10,500	10,500	10,500	
Liability Insurance	01-2-55150-35	572	572	\$ -	605	620	630	640	650	
<b>OPERATING EXPENDITURES</b>		49,251	39,670	\$ 9,581	51,728	51,407	52,158	52,909	53,670	
<b>CAPITAL - columbarium</b>		-	-	\$ -	-	-	-	-	-	30,000
<b>TRANSFER TO RESERVES</b>	01-2-55500-35	3,500	3,500	\$ -	60,269	3,500	3,500	3,500	3,500	Reserves for future improvements
<b>TOTAL EXPENSES</b>		52,751	43,170	\$ 9,581	111,997	54,907	55,658	56,409	87,170	
<b>SURPLUS(DEFICIT)</b>		\$ -	\$ 17,070	\$ 17,070	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>SURPLUS FUNDS</b>										
Opening Balance - City			94,751		111,821	111,821	111,821	111,821	111,821	
Contributions			17,070							
Expenditures										
Closing Balance			111,821		111,821	111,821	111,821	111,821	111,821	
<b>RESERVE FUNDS</b>										
Opening Balance - City			3,500		7,064	67,333	70,833	74,333	77,833	
Contributions			3,500		60,269	3,500	3,500	3,500	3,500	
Interest			64							
Expenditures										
Closing Balance			7,064		67,333	70,833	74,333	77,833	81,333	

	Budget 2016	2016 Actual (Draft)	2016 Actual Vs 2016 Budget	Budget 2017	Budget 2018	Budget 2019	Budget 2020	Budget 2021	Notes
<b>REVENUE REQUIREMENTS</b>									
RDNO - Contribution									
City of Enderby - General Taxation									
		City GI#							
	\$ 19,232	6,024	19,232	\$ 19,195	\$ 19,657	\$ 20,129	\$ 20,603	\$ 21,101	
		13,208							
<b>FEES AND CHARGES</b>									
Dog Licenses: Enderby	7,300	5,325	1,975	6,300	6,300	6,300	6,300	6,300	Based on a three year average
Dog Tickets	500	2,253	(1,753)	500	500	500	500	500	Keep a conservative amount
Dog Shelter Fees	1,070	1,860	(790)	1,200	1,200	1,200	1,200	1,200	Based on a three year average
SALE OF SERVICES	8,870	9,438	(568)	8,000	8,000	8,000	8,000	8,000	
<b>OTHER REVENUE</b>									
INTEREST INCOME	224	262	(38)	236	236	236	236	236	90% of previous year actual
TRANSFER OF RDNO RESERVE				24,805	-	-	-	-	
<b>TOTAL REVENUE</b>	<b>28,326</b>	<b>28,932</b>	<b>(606)</b>	<b>52,236</b>	<b>27,893</b>	<b>28,365</b>	<b>28,839</b>	<b>29,337</b>	
<b>EXPENDITURES</b>									
Admin - Finance OH changes - Enderby	1,945	1,945	-	1,980	2,016	2,052	2,089	2,127	
Bylaw Enforcement	1,500	-	1,500	1,500	1,527	1,554	1,582	1,610	Maintain prior year budget
City of Enderby Admin	908	908	-	924	940	960	980	1,000	
Operations & Maintenance	1,800	2,304	(504)	1,890	1,890	1,920	1,950	1,980	Based on a three year average
Sundry	1,500	-	1,500	1,500	1,530	1,560	1,590	1,620	
Dog Control Contract	14,500	8,330	6,170	13,500	13,740	13,990	14,240	14,500	
Lease of Shelter	3,852	3,852	-	3,821	3,990	4,060	4,130	4,200	
Poundkeeper Contract	1,786	1,668	118	1,680	1,680	1,680	1,680	1,680	Based on a three year average
Liability Insurance - Enderby	536	536	-	567	580	590	600	610	
<b>OPERATING EXPENDITURES</b>	<b>28,327</b>	<b>19,543</b>	<b>8,784</b>	<b>27,433</b>	<b>27,893</b>	<b>28,366</b>	<b>28,841</b>	<b>29,337</b>	
<b>CAPITAL</b>									
<b>TRANSFER TO RESERVES</b>				24,805					
<b>TOTAL EXPENSES</b>	<b>28,327</b>	<b>19,543</b>	<b>8,784</b>	<b>52,237</b>	<b>27,893</b>	<b>28,366</b>	<b>28,841</b>	<b>29,337</b>	
<b>SURPLUS(DEFICIT)</b>	<b>(1)</b>	<b>9,389</b>	<b>9,390</b>	<b>(1)</b>	<b>0</b>	<b>(1)</b>	<b>(2)</b>	<b>0</b>	
<b>SURPLUS FUNDS</b>									
Opening Balance - City		25,030		34,420	59,224	59,224	59,224	59,224	
Contributions		9,389		24,805	59,224	59,224	59,224	59,224	
Expenditures									
Closing Balance		<b>34,420</b>		<b>59,224</b>	<b>59,224</b>	<b>59,224</b>	<b>59,224</b>	<b>59,224</b>	

City of Enderby  
 PARKS & RECREATION - FINANCIAL PLAN  
 2017-2021

24,824 3.5%

	GL# C O E	Budget	2016 YTD Actual (Draft)	2016 Actual vs. 2016 Budget	Budget	Budget	Budget	Budget	Budget	Budget	Notes
		2016	2016 YTD Actual (Draft)	2016 Actual vs. 2016 Budget	2017	2018	2019	2020	2021		
<b>REVENUE</b>											
REQUISITIONS (RNO contribution)	01-1-42104-80	\$ 713,080	713,080	-	\$ 737,904	\$ 759,978	\$ 784,225	\$ 809,121	\$ 834,687	Calculated amount.	
<b>FEES AND CHARGES</b>											
Ball Field Rentals	01-1-42111-80	16,800	9,698	7,102	14,500	14,760	15,030	15,300	15,580	Fee increase not done in 2016. Will do in 2017.	
Miscellaneous Income	01-1-42120-80	2,500	2,555	(55)	4,750	4,840	4,930	5,020	5,110	Per Chamber estimate plus \$2k for tractor sale 2017 - Per Chamber estimate, 2016 - reduced by lost revenue for insurance claim. Will record once actual amount is known.	
Arena	01-1-42140-80	100,000	91,027	8,973	100,000	101,800	103,630	105,500	107,400	Per Chamber estimate	
Curling Club	01-1-42150-80	14,893	14,832	61	14,950	15,220	15,490	15,770	16,050	Per Chamber estimate	
ESSC -Skating Programs	01-1-42160-80	5,825	6,867	(1,042)	6,500	6,620	6,740	6,860	6,980	Per Chamber estimate	
Enderby Lions Pool Receipts	01-1-42170-80	5,800	7,783	(1,983)	7,800	7,940	8,080	8,230	8,380	Per Chamber estimate	
Public Swim	01-1-42171-80	6,700	5,679	822	5,900	6,010	6,120	6,230	6,340	Per Chamber estimate	
Fitness	01-1-42180-80	10,600	18,687	(8,087)	19,000	19,340	19,690	20,040	20,400	Per Chamber estimate	
Swim Lessons	01-1-42190-80	3,000	2,813	188	3,000	3,050	3,100	3,160	3,220	Per Chamber estimate	
School	01-1-42125-80	6,400	11,530	(5,130)	10,250	10,430	10,620	10,810	11,000	Per Chamber estimate	
Fitness	01-1-42126-80	4,100	4,760	(660)	4,500	4,580	4,660	4,740	4,830	Per Chamber estimate	
Youth	01-1-42127-80	2,100	1,211	889	1,400	1,430	1,460	1,490	1,520	Per Chamber estimate	
Miscellaneous		178,718	177,841	1,077	182,590	186,020	189,550	203,150	206,810		
<b>SALE OF SERVICES</b>											
INTEREST INCOME	01-1-42200-80	3,128	2,976	152	2,678	2,678	2,678	2,678	2,678	90% of previous year actual	
Grants - Organizations, Misc.	01-1-75130-80	3,721	10,276	(6,555)	120,754	22,120	22,120	-	-	Spray Park \$111k, Tree Canada \$5.6k, RBC \$3.8k	
Developer Contribution		-	-	-	-	-	-	-	-	Per Parks Plan	
Government Grants - Land Acquisition		-	-	-	-	-	-	-	-	Per Parks Plan	
<b>TOTAL GRANTS</b>		3,721	10,276	(6,555)	120,754	22,120	22,120	-	-	1,584,240	
<b>BORROWING</b>											
<b>TRANSFER FROM DCCs</b>	01-1-92120-80	-	4,800	(4,800)	-	6,570	4,170	6,400	6,975	Parks Plan	
Transfer from Reserves	01-1-42220-80	48,600	80,200	(80,200)	380,200	-	85,500	-	111,500	Per schedule	
Transfer from Reserves - Parks Plan	01-1-42220-80	-	115,524	(36,024)	28,000	8,649	18,988	-	22,081	2016 - Washrooms, 2017 - Per Parks Plan	
PRIOR YEARS SURPLUS	01-1-92120-80	126,100	195,725	(69,625)	406,200	8,649	104,488	-	133,581	Per schedule	
<b>USE OF SURPLUS/RESERVES</b>											
<b>TOTAL REVENUE</b>		1,024,747	1,104,498	(79,751)	1,480,086	996,215	1,117,211	1,021,349	3,399,535		

City of Enderby  
**PARKS & RECREATION - FINANCIAL PLAN**  
 2017-2021

EXPENDITURES	GL# C O E	Budget	2016 YTD	2016 Actual	Budget	Budget	Budget	Budget	Budget	Notes
		2016	Actual (Draft)	vs. 2016 Budget						
<b>ADMINISTRATION</b>										
Computer Support - IS - Enderby	01-2-71130-61	7,554	7,554	-	7,690	7,830	7,970	8,110	8,260	
Computer Support - GIS	01-2-71135-61	589	589	-	600	610	620	630	640	
Finance OH charges - Enderby	01-2-71145-61	22,080	22,090	-	22,484	22,889	23,301	23,720	24,147	
Chamber - Pool Management	01-2-71145-61	1,178	1,178	-	1,199	1,221	1,243	1,265	1,288	
Corp Admin Allocation - Enderby	01-2-19851-00	34,773	34,773	-	35,399	36,040	36,690	37,350	38,020	
Bad Debts	01-2-71172-61	-	-	-	2,000	2,036	2,073	2,110	2,148	
Legal	01-2-71170-61	2,000	538	1,462	2,000	2,036	2,073	2,110	2,148	
Collective Bargaining	01-2-71175-61	44,492	44,295	197	45,100	45,912	46,738	47,580	48,440	
Programming/Scheduling	01-2-71120-61	3,000	3,055	(55)	3,000	3,050	3,100	3,160	3,220	
Marketing and Promotion	01-2-71210-61	2,285	2,285	-	2,418	2,460	2,500	2,550	2,600	2016 - Overall marketing within budget. 2017 - Per Chamber estimate
Insurance (liability) - Enderby	01-2-71235-61	117,961	118,358	1,603	119,891	122,048	124,235	126,475	128,763	
<b>PARKS</b>										
Parks - Wages	01-2-71245-62	44,400	54,321	(9,921)	53,100	54,080	55,030	56,020	57,030	
Parks - Employee Benefits	01-2-71255-62	12,100	14,770	(2,670)	13,900	14,150	14,400	14,660	14,920	
Parks - Maintenance	01-2-71265-62	-	-	-	5,800	-	-	-	-	Barnes Park Trees
Regular Maintenance	01-2-71270-62	23,725	18,760	6,965	23,000	23,410	23,830	24,260	24,700	2016 - extra \$8.7k for diamond maintenance not done. 2017 -includes extra diamond maintenance and \$3k for hazardous tree removal
Gas & Oil	01-2-71275-62	1,800	1,799	1	1,825	1,860	1,890	1,920	1,950	
Shuswap River Access	01-2-71280-62	10,000	12,140	(2,140)	15,250	15,520	15,800	16,080	16,370	2016 - Increased pumping done, will be reducing in 2017 for efficiency plus \$4.7k for follow up at Belv. HL
Grindrod Park	01-2-71285-62	24,000	25,614	(1,614)	21,000	21,380	21,760	22,150	22,550	2016 - Included extra funds for ditch repairs and tree removal.
Inch Logan Park	01-2-71290-62	-	-	-	1,000	1,020	1,040	1,060	1,080	
Mabel Lake Boat Launch	01-2-71295-62	2,000	1,729	271	11,800	12,010	12,230	12,450	12,670	\$2k base, \$9.8k dock removal
Mabel Lake Trails	01-2-71300-62	1,560	750	810	1,560	1,590	1,620	1,650	1,680	
Riverwalk	01-2-71303-62	1,000	495	505	750	760	770	780	790	
Weed Control	01-2-71315-62	2,000	1,850	350	1,800	1,830	1,860	1,890	1,920	
Utilities	01-2-71320-62	9,720	6,730	2,990	5,865	5,970	6,080	6,190	6,300	Reclass Grindrod Hydro
Parks - Advertising	01-2-71325-62	500	-	500	500	510	520	530	540	
Parks - Insurance (property)	01-2-71330-62	4,737	4,682	55	4,890	4,978	5,068	5,159	5,253	
PARKS		137,542	141,442	(3,900)	161,840	159,048	161,898	164,799	167,753	



City of Endorby  
PARKS & RECREATION - FINANCIAL PLAN  
2017-2021

GRANTS	GL# C O E	Budget	2016 YTD Actual (Draft)	2016 Actual vs. 2016 Budget	Budget	Budget	Budget	Budget	Budget	Budget	Notes
		2016			2017	2018	2019	2020	2021		
Shuswap Trail Alliance	01-2-71336-63	10,000	10,000	3,987	10,180	10,360	10,550	10,740	10,930	10,930	Per 2016 Agreement
Museum	01-2-71350-63	20,500	20,500	4,463	13,000	13,000	13,000	13,000	13,000	13,000	Budgeted curator wages
GRANTS		30,500	30,500	-	23,180	23,360	23,550	23,740	23,930	23,930	
COMMUNITY HALLS											
Mara	01-2-71355-64	10,260	10,260	(4,476)	10,260	10,260	10,260	10,260	10,260	10,260	Based on prior year. Association asking for a \$3.3k increase
Mara - Puklia Park	01-2-71363-64	1,100	1,100	320	1,100	1,100	1,100	1,100	1,100	1,100	Based on prior year. Association asking for a \$4.5k increase
Kingfisher Interpretive Society	01-2-71367-64	8,323	8,323	100	8,323	8,323	8,323	8,323	8,323	8,323	Based on prior year. Society asking for a \$677 increase
Other	01-2-71367-64	-	-	-	10,000	10,000	10,000	10,000	10,000	10,000	Special Project Grant: 2016 - used towards Kingfisher Playground. 2017 - put towards Riverside Playground.
Grindrod	01-2-71365-64	11,322	11,322	1,165	12,822	12,822	12,822	12,822	12,822	12,822	As requested, plus reclass of trail hydro. Based on prior year operating grant. Society asking for a \$1.4k increase. 2016 - included \$84.5k for playground equip. 2016 - as requested.
Kingfisher	01-2-71370-64	78,799	76,334	2,465	14,299	14,299	14,299	14,299	14,299	14,299	Operating grant as requested. Club also asking for \$45k for new playground
Kingfisher School	01-2-71371-64	2,890	3,065	(165)	3,110	3,170	3,230	3,290	3,350	3,350	As requested
Ashton Creek (Riverside Community)	01-2-71375-64	12,575	12,575	-	12,575	12,575	12,575	12,575	12,575	12,575	
Grandview Ranch	01-2-71380-64	7,000	7,000	-	7,000	7,000	7,000	7,000	7,000	7,000	
COMMUNITY HALLS		132,289	129,969	2,300	79,489	79,549	79,609	79,669	79,729	79,729	
ENDERBY SPORTS COMPLEX											
ESC - Wages	01-2-71385-65	108,100	104,113	3,987	101,800	103,630	105,500	107,400	109,330	109,330	Based on three year average
ESC - Employee Benefits	01-2-71395-65	29,400	24,937	4,463	26,700	27,190	27,670	28,170	28,680	28,680	Include in regular maintenance.
ESC - Gas & Oil	01-2-71400-65	2,400	2,080	320	2,285	2,330	2,370	2,410	2,450	2,450	Based on expected maintenance costs
ESC - Office Supplies	01-2-71405-65	100	-	100	-	-	-	-	-	-	
ESC - Maintenance	01-2-71410-65	38,000	42,476	(4,476)	46,500	47,340	48,190	49,080	49,940	49,940	
ESC - Major Maintenance	01-2-71415-65	35,000	58,994	(23,994)	30,000	30,000	30,000	30,000	30,000	30,000	
ESC - Ammonia Chlorine	01-2-71420-65	1,459	1,459	(0)	1,488	1,518	1,548	1,579	1,611	1,611	
ESC - Snow Removal	01-2-71425-65	800	660	140	800	810	820	830	840	840	
ESC - Vehicle & Equipment expense	01-2-71430-65	3,960	2,332	1,628	3,285	3,340	3,400	3,460	3,520	3,520	Based on three year average
ESC - Marketing & Advertising	01-2-71435-65	1,500	1,807	(307)	1,500	1,530	1,560	1,590	1,620	1,620	
ESC - Licenses	01-2-71440-65	100	104	(4)	110	110	110	110	110	110	
ESC - Training	01-2-71445-65	600	-	600	500	510	520	530	540	540	
ESC - Insurance (property)	01-2-71450-65	14,163	13,953	210	14,440	14,700	14,960	15,230	15,500	15,500	
ESC - Telephone	01-2-71455-65	4,200	3,704	486	4,000	4,070	4,140	4,210	4,280	4,280	
ESC - Utilities	01-2-71465-65	72,159	68,997	3,162	70,377	71,840	72,930	74,240	75,580	75,580	
ENDERBY SPORTS COMPLEX PROGRAMS		311,941	326,615	(13,674)	273,785	308,708	313,718	318,819	324,011	324,011	\$23k base per Chamber estimate, \$3.8k for RBC grant items.
PROGRAMS		17,400	17,405	(5)	26,890	27,370	27,860	28,360	28,870	28,870	
		17,400	17,405	(5)	26,890	27,370	27,860	28,360	28,870	28,870	

City of Enderby  
**PARKS & RECREATION - FINANCIAL PLAN**  
 2017-2021

	GL# C O E	Budget	2016 YTD	2016 Actual	Budget	Budget	Budget	Budget	Budget	Budget	Notes
		2016	Actual (Damt)	vs. 2016 Budget	2017	2018	2019	2020	2021		
<b>ENDERBY POOL</b>											
Aquatics - Contract Wages	01-2-71545-67	43,900	40,457	3,343	45,000	45,810	46,630	47,470	48,320	48,320	Per Chamber estimate
Aquatics - Contract Wages - Other	01-2-71550-67	3,500	2,429	1,071	2,700	2,750	2,800	2,850	2,900	2,900	Per Chamber estimate
Aquatics - Wages Pool	01-2-71480-67	8,200	8,710	(510)	8,500	8,650	8,810	8,970	9,130	9,130	
Aquatics - Employee Benefits Pool	01-2-71490-67	2,200	3,286	(1,086)	2,200	2,240	2,280	2,320	2,360	2,360	
Aquatics - Regular Maintenance	01-2-71500-67	8,000	9,910	(1,910)	8,500	8,650	8,810	8,970	9,130	9,130	2018 - included smaller one off items
Aquatics - Program/Office Supplies	01-2-71505-67	4,000	5,467	(1,467)	5,100	5,190	5,280	5,380	5,480	5,480	Per Chamber estimate plus new debit machine fees. 2016 includes one time grant items.
Aquatics - Major Maintenance	01-2-71510-67	5,000	5,104	(104)	35,750	10,000	10,180	10,360	10,550	10,550	Washroom/Office Lighting \$1.8k, pool flooring \$20k, \$12k basin repair/repair, \$2k picnic table repairs, storage bins etc.
Aquatics - Marketing & Advertising	01-2-71520-67	650	241	409	900	920	940	960	980	980	Per Chamber estimate
Aquatics - Training	01-2-71525-67	650	853	(203)	675	690	700	710	720	720	Per Chamber estimate
Aquatics - Insurance	01-2-71530-67	1,399	1,379	20	1,426	1,450	1,480	1,510	1,540	1,540	Per Chamber estimate
Aquatics - Telephone	01-2-71535-67	492	313	179	350	360	370	380	390	390	Per Chamber estimate
Aquatics - Utilities	01-2-71540-67	11,828	11,723	105	11,957	12,170	12,380	12,610	12,840	12,840	
<b>ENDERBY POOL</b>		89,719	89,873	(154)	123,058	98,880	100,670	102,490	104,340	104,340	
<b>OPERATING EXPENDITURES</b>		837,332	851,161	(13,829)	808,133	818,963	831,540	844,362	857,396	857,396	
<b>Borrowing - MFA Agreement</b>	01-2-71555-60	-	-	-	-	-	-	-	-	-	
<b>DEBENTURE PRINCIPLE</b>	01-2-71555-60	-	-	-	-	-	-	-	-	-	
<b>Borrowing - MFA Agreement</b>	01-2-71560-60	-	-	-	-	-	-	-	-	-	
<b>DEBENTURE INTEREST</b>	01-2-71560-60	-	-	-	-	-	-	-	-	-	
<b>CAPITAL</b>	01-2-82350-60	-	-	-	-	-	-	-	-	-	
Spray Park		-	-	-	318,000	-	-	-	-	-	
Breakwater - Mabel Lake		-	-	-	100,000	-	-	-	-	-	
Parks Plan		-	-	-	-	80,039	87,758	40,000	2,286,360	-	
Mabel Lake Dock Improvements		20,000	35,925	(15,925)	-	-	-	-	-	-	
Barnes Park expression swing		7,400	10,088	(2,688)	-	-	-	-	-	-	
Belvidere Hand Launch Improvements		40,600	63,488	(22,888)	-	-	65,500	-	-	-	
Arena Flooring		-	-	-	23,000	-	-	-	-	-	
Rock Picker		-	-	-	36,000	-	-	-	-	-	
Tractor and attachments		-	-	-	60,000	-	20,000	-	-	-	will try to obtain used vehicle
Riverside Park Washrooms		-	30,000	(30,000)	-	-	-	-	-	-	
Pickup		-	-	-	-	-	-	-	-	-	
Arena Dehumidifiers		-	-	-	-	-	-	-	-	-	
Zamboni		-	-	-	-	-	-	-	-	111,500	
Barnes Park - Gym equipment		9,722	3,749	5,973	527,000	80,039	173,258	40,000	2,397,860	-	
<b>Total Capital</b>		77,722	143,250	(65,528)	-	-	-	-	-	-	
<b>TRANSFER TO RESERVES</b>		-	-	-	-	-	-	-	-	-	
Parks Plan		42,500	42,500	-	42,500	-	-	8,900	-	-	
Equipment		13,000	13,000	-	21,130	28,509	36,109	43,951	52,042	-	Additional \$1k for ball equipment renewal. 1% increase for zamboni replacement
Capital replacement	01-2-71570-60	54,194	54,194	-	61,325	68,704	76,304	84,146	92,237	-	1% requisition increase
<b>TRANSFER TO RESERVES</b>	01-2-71570-60	109,694	109,694	-	124,955	97,213	112,412	136,997	144,279	-	
<b>TOTAL EXPENSES</b>		1,024,748	1,104,106	(79,358)	1,460,088	996,215	1,117,211	1,021,349	3,399,535	0	
<b>SURPLUS(DEFICIT)</b>		\$ (1)	\$ 392	\$ 393	\$ (2)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	

**Appendix A**

**Fortune Parks  
2017 Budget Item Options**

			<u>Budget Increase</u>
Proposed Budget Increase:			
Operating	7,014	1.0%	
Extra projects:			
Breakwater dock removal	9,800		
Pool - Basin repaint/repair	12,000		
Pool washroom/office lighting	1,750		
Pool flooring	20,000		
Equipment - rock picker (net of reserves)	7,400		
Total	<u>50,950</u>		
2016 project total	<u>47,400</u>		
Increase required	3,550	0.5%	
Capital reserves (replacement)	7,130	1.0%	
Equipment reserves - Zamboni replacement	7,130	1.0%	
<b>Total Proposed Budget Increase</b>			<b>3.5%</b>
Extra items that Commission may add in:			
Operating			
* Mara Association Hall grant increase	3,270	0.5%	0.5%
* Mara Association Petula Park grant increase	4,450	0.6%	0.6%
* Kingfisher Interpretive Society grant increase	677	0.1%	0.1%
* Kingfisher Community Society grant increase	1,430	0.2%	0.2%
** Commission meeting pay	4,800	0.7%	0.7%
Other items			
Batting Cage	6,000	0.8%	0.8%
Arena - ventilation/controls upgrade	6,800	1.0%	1.0%
<b>Possible requisition increase</b>			<b><u>7.3%</u></b>

\* If increases provided are limited to CPI the total requisition increase required would be 0.1% (or \$612).

\*\* Based on meeting pay provided for White Valley Parks & Rec of \$150 per meeting. Note that per the Service Extension and Commission Delegation Bylaw, remuneration for Commission members are equal to rates paid by the City for members of its Commission. As the City does not pay remuneration for the City's Commission members, if the Commission wishes to introduce meeting pay, it will be subject to Council approval.

**Appendix B**

**Enderby Area "F" Services & Recreation**  
**2017 Grant Requests**

Name	2017 Amount Requested	2016 Amount	Notes
Enderby & District Museum Society	20,500	20,500	- Regular operating costs have decreased by \$5k per the 2017 budget, primarily due to the decrease in the curator wages. The grant is intended to fund the curator position, which is now vacant.
Mara Musical & Athletic Association	13,530	10,260	- Asking for full amount of expenses, does not take into account revenues. Increase would require a 0.5% taxation increase.
Mara - Putula Park	5,550	1,100	- Asking for full amount of expenses, does not take into account revenues. Increase would require a 0.6% taxation increase.
Kingfisher Interpretive Society	9,000	8,323	- See email from Society. Asking for an extra \$677, which would require a 0.1% taxation increase.
Grindrod Recreation Association	11,322	11,322	- Requesting same amount as 2016.
Kingfisher Community Society	15,729	14,299	- Budget does not include event revenue. Asking for an extra \$1.4k, which would require a 0.2% taxation increase.
Riverside Community Club	22,575	12,575	- Asking same amount for operating, but also requesting funds for playground equip. The \$10k from the annual hall grant has been allocated to this, with the remaining funded through the RDNO.
Grandview Bench Hall	7,000	7,000	- Asking for same as previous year.
Mara Cemetery	2,600	2,240	- Been providing over \$2k for the past few years, although operating expenses have been well under \$1k. Would require 1% increase to cemetery taxation.
Grindrod Cemetery	3,700	2,240	- Requesting \$2,700 for operating and \$1,000 contribution to a new cremation section.

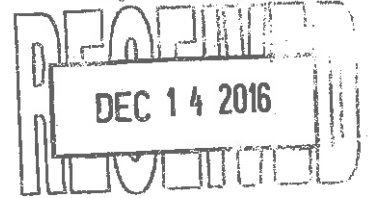
**Enderby & District Museum Society**

901 George Street, P.O. Box 367

Enderby, BC V0E 1V1

Phone: 250-838-7170

Corporation of The  
City of Enderby



December 14, 2016

Enderby & District Services Commission,  
c/o Enderby City Hall,  
Enderby, BC

Dear Committee Members:

Re: ANNUAL GRANT – ENDERBY & DISTRICT MUSEUM

On behalf of the Board of Directors of the Enderby & District Museum Society we wish to thank your committee for your continued support through the annual grant to the museum. This grant gives us the means to provide professional archival service and preservation of historical artifacts. This allows us to keep the local history of the area documented and preserved for future generations.

For the coming year we request a grant of \$20,500 to help cover the ongoing operation of the Enderby & District Museum.

As our Annual General Meeting has been postponed until January 2017 we are unable to attach the usual annual reports. We have attached an unsigned Financial Statement and a Budget for 2016/2017.

We look forward to your support of our request for the coming year.

Yours truly,

for . John R. Brennan, President

**ENDERBY & DISTRICT MUSEUM SOCIETY**

**BALANCE SHEET**

as at October 31 , 2016

**ASSETS**

**CURRENT ASSETS**

Bank Chequing	\$15,412.22	
Savings Account - Operating	\$27,383.70	
Petty cash	\$60.00	
Equity Shares - Enderby & District Finance	\$5.00	
	<u>                    </u>	
Total		\$42,860.92

**INVESTMENTS**

Term Deposits - Operating Account	\$0.00	
Term Deposits - Reserve Account	\$12,162.01	
	<u>                    </u>	
Total		\$12,162.01

**TOTAL ASSETS**

\$55,022.93

**LIABILITIES**

**EQUITY**

Retained Earnings - October 31, 2015	\$52,700.53	
Current Earnings	\$2,322.40	
	<u>                    </u>	
Retained Earnings - October 31, 2016		\$55,022.93

**TOTAL LIABILITIES**

\$55,022.93

\_\_\_\_\_  
John Brennan, President

\_\_\_\_\_  
Faith Hudson, Treasurer

**ENDERBY & DISTRICT MUSEUM SOCIETY**

**INCOME & EXPENSES STATEMENT**

**November 1, 2015 to October 31, 2016**

<b><u>INCOME:</u></b>	<b><u>2015/16</u></b>	<b><u>2014/15</u></b>
Donations	4,054.54	4,123.75
Donations - Memorials	360.00	0.00
Grant - City of Enderby	20,500.00	20,500.40
Memberships	545.00	335.00
Photographs/photocopies	257.40	146.50
Book Sales	720.65	1,035.03
Fundraiser Income	162.00	687.00
Interest	823.49	214.87
Miscellaneous Income	0.00	20.00
<b><u>TOTAL INCOME</u></b>	<b><u>\$27,423.08</u></b>	<b><u>\$27,062.55</u></b>
<b><u>EXPENSES:</u></b>		
Wages	18,494.15	19,971.91
Advertising & Promotions	136.50	200.80
Book Purchases	735.00	889.00
Association Dues & Licenses	258.00	225.00
Postage	196.19	0.00
Insurance	806.00	814.00
Bank Charges	0.00	83.09
Office Supplies	1,341.60	1,007.78
Janitor	1,260.00	1,155.00
Computer Maintenance	252.00	0.00
Repairs & Maintenance	320.28	795.96
Telephone/Internet	1,119.13	1,203.49
Travel & Education	72.50	1,405.94
Utilities	109.33	82.42
<b><u>TOTAL EXPENSES</u></b>	<b><u>\$25,100.68</u></b>	<b><u>\$27,834.39</u></b>
<b><u>NET INCOME</u></b>	<b><u>\$2,322.40</u></b>	<b><u>-\$771.84</u></b>

**ENDERBY & DISTRICT MUSEUM SOCIETY**

**BUDGET for NOVEMBER 1, 2016 to OCTOBER 31, 2017**

**OPERATING ACCOUNT**

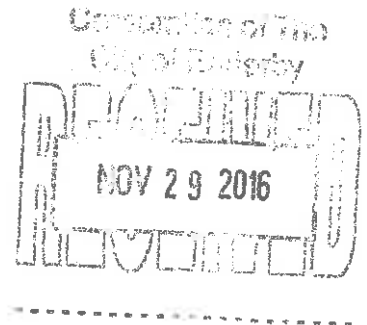
Income	2016/17	Actual 2015/16	Expenses	2016/17	Actual 2015/16
Services Committee Grant	20,500	20,500	*Employee Salary	12,400	18,494
Donations (at door)	4,000	4,055	EI, CPP, WCB	600	
Memorial donations		360	Professional Development		73
Memberships	500	545	Supplies	1,500	1,342
Interest on Deposits	500	823	Advertising	200	137
Photo/photocopy sales	150	257	Postage	200	196
Fund raising	175	162	Society Act Registrar	25	25
Book sales & gift shop	500	721	Association Dues	250	233
			Insurance	825	806
			Repairs & Maintenance	1,000	572
			Telephone/Internet	1,200	1,119
			Book purchases	800	735
			Janitor	1,260	1,260
			BC Hydro-Springbend Hall	110	109
			Computer	2,000	
			Photocopier	3,000	
			Bank Charges	20	
<b>Total</b>	<u>\$26,325</u>	<u>\$27,423</u>	<b>Total</b>	<u>\$25,390</u>	<u>\$25,101</u>

\*Part year in 2017, current employee is on unpaid medical leave.



November 28, 2016

Mara Musical & Athletic Association  
11 Coell-Jones Road  
Mara BC  
V0E 1V0



Jennifer Bellamy, CA  
Chief Financial Officer  
City of Enderby  
PO Box 400  
619 Cliff Avenue  
Enderby BC  
V0E 1V0

Dear Jennifer

In response to your recent letter, I am enclosing our year end financials which include our actual expenses and income for 2015 and 2016 as well as our projected expenses for each of the three properties that are managed and maintained by the MM & AA. I have also given a breakdown of our spending for Putula Park for 2015 and 2016 as there was a concern regarding the spending of monies received in 2015.

Thank you for your careful consideration of the **MM&AA Budget Request for \$21 680** and for your continued support of our community. If you require any further information, please contact me at the above address or you can reach me by phone at 250-308-6440.

Respectfully submitted  
Carol Ross  
MM & AA President

**THE MARA MUSICAL & ATHLETIC ASSOCIATION  
2017 PROJECTED BUDGET**

<b>INCOME</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>RDNO :</b>			
HALL	10,200.00	10,260.00	10,260.00
PUTULA PARK	5,000.00	1,100.00	5,000.00
CEMETERY	2,240.00	2,240.00	2,240.00
CFNO	0	0.00	500.00
GST	175.00	185.85	200
MEMBERSHIP	845	926	900
FUNCTIONS	4,639.90	3,357.00	4,000.00
HALL DEPOSITS	300	1,325.00	400
<b>DONATIONS :</b>			
HALL	515	1,176.40	1,000.00
PUTULA PARK	0	100	200
<b>CEMETERY :</b>			
PLOTS	25.00	135.00	270.00
DONATIONS	0		200
<b>MARA HISTORY BOOKS</b>	175.00	367.5	0
<b>TOTALS :</b>	<b>24,114.90</b>	<b>21,172.75</b>	<b>25,170.00</b>
CARRY OVER FROM GENERAL	16,751.24		
CARRY OVER FROM CEMETERY	13,151.49		
		PROJECTED CARRY OVER FROM	
		General 19,126.05	(designated
			projects )
		CEMETERY 15,279.91	

**THE MARA MUSICAL & ATHLETIC ASSOCIATION  
2017 PROJECTED BUDGET**

<b>EXPENSES</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>HALL :</b>	<b>ACTUAL</b>		<b>PROJECTED</b>
Insurance (property/liability)	2,089.00	3,141.00	3,280.00
Hydro	420.00	420.00	1,000.00
Heat	1,670.77	1,254.56	2,200.00
Phone	1,009.44	1,043.92	1,100.00
Garbage	0.00	0.00	0.00
Maintenance	2,557.97	1,005.37	3,000.00
Grounds	739.68	220.42	800.00
Improvements	0.00	1,452.92	2,000.00
Water License	75.00	137.91	150.00
Water Sample (money return)	900.00	675.00	0.00
 <b>PUTULA PARK :</b>			
Insurance (property/liability)	1,196.00	680	620
Hydro	0	122.41	550.00
Maintenance	67.32	534.93	700.00
Grounds	510.00	305.23	500.00
Improvements	0.00	2,959.90	3,180.00
 <b>CEMETERY :</b>			
Maintenance	24.59	0	100.00
Grounds	318.32	246.58	500.00
Improvements	1,312.50	0.00	2,000.00
 <b>GENERAL :</b>			
Insurance (Directors)	670	680	680.00
Functions	683.57	958.99	1,000.00
Supplies	66.56	73.78	200.00
Scholarship	500.00	500.00	1,000.00
Bank Charges	0.00	13.7	20.00
Stationary/Stamps	50.90	24.21	140.00
Permits/Etc.	25.00	50	50.00
Gifts	58.52	18.95	100.00
Year End	283.50	275	300.00
<b>TOTALS :</b>	<b>16,424.64</b>	<b>17,474.78</b>	<b>25,170.00</b>

MM & AA  
PROJECTED OPERATING BUDGET  
2017

**B. PUTULA PARK**

Insurance (property/liability premium)	*\$620.00
*premium readjusted by company	
Hydro	\$550.00
Maintenance (winterizing/equipment/rewiring)	\$700.00
Grounds (mowing/weed whacking)	\$500.00
Improvements	\$3180.00
a) painting - estimate \$1800 + paint	
b) outhouses - dig new pits, install containment tanks, move to new location, repaint and repair	
<b>TOTAL PARK REQUEST FOR 2017:</b>	<b>\$5550.00</b>

**C. CEMETARY**

Maintenance (fencing)	\$100.00
Grounds (mowing/weed whacking)	\$500.00
Improvements (lawyer/software package)	\$2000.00
<b>TOTAL CEMETARY REQUEST FOR 2017:</b>	<b>\$2600.00</b>

MM & AA  
**PROJECTED OPERATING BUDGET**  
 2017

**A. MARA HALL**

Insurance (property/liability premium)	\$3280.00
Hydro (new water system will affect rates)	\$1000.00
Heat (tank rental/propane)	\$2200.00
Phone	\$1100.00
Garbage	\$0.00
Maintenance (furnace/on-demand heater/ dishwasher/hot water tank/annual inspection of fire extinguisher, smoke alarm & emergency lights)	\$3000.00
Grounds (mowing/weed whacking/snow removal)	\$800.00
Improvements (exterior hall painting)	\$2000.00
Water License	\$150.00

**Water Sample**

\*Received \$900 in 2015 to cover \$75/month water testing but because system was not completed, this amount had to be returned. In 2016, 2 water tests were done; \$150 for park and \$75 for hall so \$675 must be returned. Once system is operational, a reimbursement of \$75 per month will again be forthcoming to MM & AA.

**TOTAL HALL REQUEST FOR 2017:                      \$13 530.00**

MARA MUSICAL & ATHLETIC ASSOCIATION

PUTULA PARK EXPENSES 2016

Grounds:	\$305.23
Maintenance:	\$534.93 (rewiring of gazebo/servicing & repairs to lawnmowers/water testing)
Hydro:	\$122.41 (still using up credit for part of year)
Insurance:	\$1000.00 (deduction paid due to vandalism) \$680.00 (property/liability premium)
Improvements:	\$2959.30 (2 park benches/cement pads/misc)
<b>TOTAL:</b>	<b>\$5601.87</b>
Funding received:	\$1100.00

MARA MUSICAL & ATHLETIC ASSOCIATION

PUTULA PARK EXPENSES 2015

Grounds:	\$510.00
Maintenance:	\$67.32
Hydro:	working on credit because there was no winter usage
Insurance:	\$1196.00
<b>TOTAL:</b>	<b>\$1773.32</b>

Funding received was \$5000.



## Kingfisher Interpretive Centre Society

Outdoor Discovery  
to Foster a Sense of  
Stewardship Toward  
Our Environment

**Enderby and District Services Commission**

**City of Enderby**

**619 Cliff Ave**

**PO Box 400**

**Enderby, BC, V0E 1V0**

**November 21, 2016**

**Dear Enderby and District Services Commission;**

The Kingfisher Interpretive Centre Society (KICS) would like you to accept this letter as our official request for funding.

The Society began three decades ago in response to a declining Chinook salmon population in the Lower Shuswap River. Our volunteer run, non-profit salmon hatchery has evolved over the years and has expanded into a leader in environmental education for our region. Our efforts have earned us municipal, regional, provincial and federal recognition for outstanding volunteerism, environmental education and environmental stewardship. We strive to continue to evolve with the growing demand for ecological education, awareness and understanding throughout our watershed through direct experiences that are not soon forgotten.

The Society hosts thousands of school children annually offering instruction and experiential learning opportunities about our local ecosystems and the Shuswap watershed. The awareness and knowledge gained by the participants encourages respectful environmental behaviour and the ability to make informed decisions regarding our natural world. The outcome of our efforts is to create water stewards who will help to maintain the integrity of our watershed and the ecosystems it supports. Conservation and preservation begin with education.

The site also offers leisure and recreational opportunities for over two thousand visitors throughout the summer months. We boast the largest public beach in the upper reaches of the Shuswap River which is heavily utilized all summer long. We also manage to secure funding annually to provide summer employment opportunities for local youth. Part of the summer interpretation program aims to provide information to tourists and locals about the importance of maintaining the cleanliness of our river and river safety. We feel that with the dramatic increase of water based recreation impacting our river, it is more important than ever to educate the public to respect the river and pack out what you pack in!

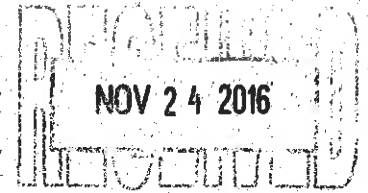
We would like to request funding in support of our annual operating costs. We have been receiving \$8,323 annually and would like to increase this request to \$9,000 to compensate for increased operating costs. The cost of operations has been increasing annually with rate hikes from BC Hydro, Telus, insurance companies and the overall increase in the cost of materials needed for operation. The funding that you have provided has been an enormous help in maintaining and operating our community salmon hatchery, subsequently providing direct learning experiences for our local youth and supporting our efforts to maintain the integrity of our watershed.

If you have any questions regarding this request, please do not hesitate to ask.

Respectfully,

Shona Bruce

(KICS Executive Director)





KICS Projected Operating Budget Nov. 01, 2016- October 31, 2017							
	Projected Revenue	Budget	Education	SZS	Hatchery Ops	Other	Total Budget
Stream to Sea		31,250.00		31,250.00			
DFO		10,000.00			10,000.00		
Calgary Foundation		10,000.00			10,000.00		
RDNO		9,000.00			9,000.00		
Site Rental - DFO		3,000.00			3,000.00		
Site Rental - Other		500.00			500.00		
Donations		16,575.00	14,000.00		2,575.00		
Interest		1,000.00			1,000.00		
Adams River Salmon Society		2,000.00	2,000.00				
First West Endowment		2,500.00	2,500.00				
First West Community		1,000.00	1,000.00				
Telus		4,000.00	4,000.00				
Tolko		5,000.00	5,000.00				
Kalamalaka Fly Fishers		1,500.00	1,500.00				
HRDC - CSI/ASETS		6,000.00				6,000.00	
Misc Other Revenue (membership)		1,000.00			1,000.00		
<b>TOTAL REVENUES</b>		<b>104,325.00</b>	<b>30,000.00</b>	<b>31,250.00</b>	<b>37,075.00</b>	<b>6,000.00</b>	<b>104,325.00</b>
<b>Projected Expenses</b>							
Stream to Sea		31,250.00		31,250.00			
Education		23,000.00	23,000.00				
Education Contract Employees		13,000.00	7,000.00			6,000.00	
Executive Director		7,500.00			7,500.00		
Hatch. Man. Wage		5,125.00			5,125.00		
Utilities		3,000.00			3,000.00		
Telephone		2,200.00			2,200.00		
Accounting		3,000.00			3,000.00		
Site Supplies		1,000.00			1,000.00		
License, Fees & Subscriptions		650.00			650.00		
Insurance		5,000.00			5,000.00		
Snow Removal		1,200.00			1,200.00		
Equipment		1,500.00			1,500.00		
Office Supplies		400.00			400.00		
Advertising and Promo		1,500.00			1,500.00		
Repairs and Maintenance		5,000.00			5,000.00		
Fundraising		0.00					
Training		0.00					
Miscellaneous		0.00					
<b>TOTAL EXPENSES</b>		<b>104,325.00</b>	<b>30,000.00</b>	<b>31,250.00</b>	<b>37,075.00</b>	<b>6,000.00</b>	<b>104,325.00</b>
<b>Net Gain/(Loss)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**KINGFISHER INTERPRETIVE CENTRE SOCIETY**

**FINANCIAL STATEMENTS**

**October 31, 2015**

**(Unaudited - See Notice to Reader)**

# **KINGFISHER INTERPRETIVE CENTRE SOCIETY**

October 31, 2015

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## NOTICE TO READER

On the basis of information provided by the Organization, we have compiled the statement of financial position of Kingfisher Interpretive Centre Society as at October 31, 2015 and the statements of changes in net assets, operations and cash flows for the period from June 1, 2015 to October 31, 2015.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

The comparative figures were compiled by another firm of Chartered Professional Accountants.

*Rossborn Henderson LLP*

Enderby, BC  
April 22, 2016

Chartered Professional Accountants

Rossworn Henderson LLP is a Limited Liability Partnership registered in British Columbia

**KINGFISHER INTERPRETIVE CENTRE SOCIETY**

Statement of Financial Position  
(Unaudited - See Notice to Reader)

As at October 31, 2015

	October 31, 2015	May 31, 2015
<b>Assets</b>		
<b>Current</b>		
Cash	\$ 195,533	\$ 173,629
Term deposits	-	10,798
Accounts receivable (Note 2)	5,936	6,370
Prepaid expenses	660	-
	<u>202,129</u>	<u>190,797</u>
Tangible capital assets (Note 3)	<u>78,425</u>	<u>91,397</u>
	<u>\$ 280,554</u>	<u>\$ 282,194</u>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities (Note 4)	\$ 3,592	\$ 12,810
Unearned revenue (Note 5)	<u>118,410</u>	<u>34,608</u>
	<u>122,002</u>	<u>47,418</u>
Deferred capital contributions (Note 6)	<u>18,252</u>	<u>20,556</u>
	<u>140,254</u>	<u>67,974</u>
Equity in capital assets	60,174	70,841
General fund	<u>80,126</u>	<u>143,379</u>
	<u>140,300</u>	<u>214,220</u>
	<u>\$ 280,554</u>	<u>\$ 282,194</u>

Approved by the Board

Members  \_\_\_\_\_

Members \_\_\_\_\_

**KINGFISHER INTERPRETIVE CENTRE SOCIETY**Statement of Changes in Net Assets  
(Unaudited - See Notice to Reader)

Period from June 1, 2015 to October 31, 2015

	Capital asset fund	General fund	October 31, 2015	May 31, 2015
Balance, beginning of period				
As previously reported	\$ 70,841	\$ 143,379	\$ 214,220	\$ 132,861
Prior period adjustment (Note 7)	-	(65,882)	(65,882)	-
As restated	70,841	77,497	148,338	132,861
Excess (deficiency) of revenues over expenditures	(15,636)	7,598	(8,038)	81,359
Investment in capital assets	4,969	(4,969)	-	-
Balance, end of period	\$ 60,174	\$ 80,126	\$ 140,300	\$ 214,220

**KINGFISHER INTERPRETIVE CENTRE SOCIETY**Statement of Operations  
(Unaudited - See Notice to Reader)

Period from June 1, 2015 to October 31, 2015

	October 31, 2015 (5 months)	May 31, 2015 (12 months)
<b>Revenues</b>		
DFO Contracts	\$ 45,818	\$ 51,200
Grants	50,729	325,108
Donations	6,264	56,653
Rental	3,830	3,200
Amortization of deferred capital contributions	2,304	5,525
Interest income	491	480
Fundraising	180	435
	<u>109,616</u>	<u>442,601</u>
<b>Expenditures</b>		
Advertising and promotion	106	2,873
Insurance	300	4,176
Office and administration	4,961	2,174
Professional fees	3,825	4,196
Repairs and maintenance	7,448	3,897
Site & Creek restoration	36,361	230,419
Subcontract	16,391	40,000
Telephone and utilities	2,259	4,925
Wages and benefits	28,063	41,803
	<u>99,714</u>	<u>334,463</u>
Excess of revenues over expenditures before the following item	9,902	108,138
Other income (expense)		
Amortization	<u>(17,940)</u>	<u>(26,779)</u>
<b>Excess (deficiency) of revenues over expenditures for the period</b>	<u>\$ (8,038)</u>	<u>\$ 81,359</u>

**KINGFISHER INTERPRETIVE CENTRE SOCIETY****Statement of Cash Flows****(Unaudited - See Notice to Reader)****Period from June 1, 2015 to October 31, 2015**

	<b>October 31, 2015</b>	<b>May 31, 2015</b>
<b>Operating</b>		
Cash receipts from customers	\$ 127,969	\$ 469,990
Cash paid to suppliers and employees	<u>(109,590)</u>	<u>(322,704)</u>
	<b>18,379</b>	<b>147,286</b>
<b>Investing</b>		
Purchase of tangible capital assets	<b>(4,969)</b>	<b>(2,638)</b>
<b>Financing</b>		
Deferred capital contributions	<u>(2,304)</u>	<u>(5,525)</u>
<b>Increase in cash</b>	<b>11,106</b>	<b>139,123</b>
<b>Cash, beginning of period</b>	<u><b>184,427</b></u>	<u><b>45,304</b></u>
<b>Cash, end of period</b>	<u><b>\$ 195,533</b></u>	<u><b>\$ 184,427</b></u>



# KINGFISHER INTERPRETIVE CENTRE SOCIETY

Notes to the Financial Statements  
(Unaudited - See Notice to Reader)

October 31, 2015

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## Nature of operations

Kingfisher Interpretive Centre Society (the "Organization") is registered under the Society Act of the Province of British Columbia and its main purpose is to coordinate and administer environmental education and conservation projects. Its main sources of funds are government grants which are to be used for specific projects and private donations of cash and materials. The projects are operated on land which is under a renewable lease. The Society is a registered charity under the Income Tax Act (*Canada*).

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### 1. Significant accounting policies

These financial statements are prepared in accordance with Canadian generally accepted accounting principles. The significant policies are detailed as follows:

#### (a) Tangible capital assets

Tangible capital assets are recorded at cost. The Organization provides for amortization using the straight-line method at rates designed to amortize the cost of the tangible capital assets over their estimated useful lives. The annual amortization rates are as follows:

Buildings	10%
Computer equipment	33%
Equipment	20%
Machinery and equipment	20%
Signs	20%

#### (b) Revenue recognition

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Externally restricted contributions for the purchase of capital assets that will be amortized are recorded as deferred capital contributions and recognized as revenue on the same basis as the amortization expense related to the acquired capital assets. Externally restricted contributions for the purchase of capital assets that will not be amortized are recognized as direct increases in net assets to the Investment in Capital Assets balance.

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**KINGFISHER INTERPRETIVE CENTRE SOCIETY**Notes to the Financial Statements  
(Unaudited - See Notice to Reader)

October 31, 2015

**2. Accounts receivable**

	October 31, 2015	May 31, 2015
Accounts receivable	\$ -	\$ 1,560
GST receivable	5,936	4,810
	<u>\$ 5,936</u>	<u>\$ 6,370</u>

**3. Tangible capital assets**

			October 31, 2015	May 31, 2015
	Cost	Accumulated amortization	Net book value	Net book value
Buildings	\$ 371,302	\$ 303,831	\$ 67,471	\$ 82,917
Computer equipment	1,170	560	610	771
Equipment	47,244	37,552	9,692	7,709
Machinery and equipment	24,152	24,152	-	-
Signs	11,505	10,853	652	-
	<u>\$ 455,373</u>	<u>\$ 376,948</u>	<u>\$ 78,425</u>	<u>\$ 91,397</u>

**4. Accounts payable and accrued liabilities**

	October 31, 2015	May 31, 2015
Trade payables	\$ 2,654	\$ 11,471
Source deductions	938	1,339
	<u>\$ 3,592</u>	<u>\$ 12,810</u>

**5. Unearned revenue**

Unearned revenue consists of that portion of restricted grants which were received but not yet utilized at year end.

**6. Deferred capital contributions**

Deferred capital contributions represent restricted contributions used to purchase certain tangible capital assets. Amortization of deferred contributions is provided for based on the useful life of the tangible capital assets.

# **KINGFISHER INTERPRETIVE CENTRE SOCIETY**

**Notes to the Financial Statements  
(Unaudited - See Notice to Reader)**

**October 31, 2015**

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**7. Prior period adjustment**

During the year, it was determined that the prior year's unearned revenue balance was incorrect and understated by \$65,882 compared to the project listings. As a result, the prior year's general fund was overstated \$65,882. This adjustment has been corrected in the current year and the prior year financial statements have been adjusted accordingly.

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**8. Comparative figures**

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

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PROJECTED BUDGET FOR 2017– GRINDROD COMMUNITY HALL

ESTIMATED RUNNING EXPENSES

DONATIONS	500.00
INSURANCE	4,481.00
HYDRO	228.54
NATURAL GAS	947.89
ALL CLEANING & MAINTENANCE	4,450.87
STATIONERY	552.20
BFI GARBAGE	781.00
BANK CHARGES	44.20
SCHOLARSHIPS (2)	1,000.00
ACCOUNTING	500.00
FEES & MEMBERSHIPS	100.00
DRIVEWAY MAINTENANCE SNOW ETC.	1,000.00
SECURITY SYSTEM	<u>596.55</u>
<b>TOTAL PROJECTED BUDGET</b>	<b>15,932.25</b>

WE ARE HOPING TO COMPLETE A STAGE IN 2017 WHICH WAS  
PART OF OUR INITIAL BUILDING PLAN.

*\* asking for \$11,322 for 2017*

**GRINDROD RECREATION ASSOCIATION  
STATEMENT OF INCOME AND EXPENSE  
JANUARY 1, 2015 – DECEMBER 31, 2015**

**INCOME**

DONATIONS RECEIVED	300.00	
OPERATING GRANTS ENDERBY	11,322.00	
HALL RENTAL	2,727.00	
MEMBERSHIP 2015	610.00	
GRINDROD DAYS	1,538.33	
PANCAKE BREAKFASTS (4 BREAKFASTS)	1,767.20	
XMAS DINNER	410.00	
RAFFLE	478.95	
COFFEE HOUSE	308.65	
SENIORS LUNCHEON PLAN 24	687.83	
INTEREST	28.05	
SNOW REMOVAL REFUND NORD (WATER)2 YEARS	<u>315.00</u>	
<b>TOTAL REVENUE</b>	<b>20,493.01</b>	<b>20,493.01</b>

**EXPENSE**

BANK CHARGES	35.22	
DONATIONS	1,250.00	
REFUND DONATION TO HALL 2013	2,000.00	
FEES & MEMBERSHIPS	61.00	
GST	913.82	
INSURANCE	4,369.00	
B.C. HYDRO	110.29	
FORTIS NATURAL GAS	593.33	
MISCELLANEOUS EXPENSE	64.96	
XMAS DINNER EXPENSE	165.07	
PROGRESSIVE WASTE	720.75	
SUPPLIES & EQUIPMENT HALL	13,914.55	
MAINTENANCE AND CLEANING SUPPLIES	1,280.50	
STATIONERY EXPENSE	119.79	
JEMB SECURITY	762.55	
EXPENSES PANCAKE BREAKFAST & 2014 XMAS DINNER	908.75	
XMAS DINNER	161.25	
PANCAKE BREAKFASTS	<u>747.75</u>	
ROAD MAINTENANCE SNOW REMOVAL	425.00	
PARK EXPENSES CLEANING & SUPPLIES	<u>585.24</u>	
<b>TOTAL EXPENSE</b>	<b>28,279.82</b>	<b><u>28,279.82</u></b>
<b>INCOME (LOSS) AFTER EXPENSE</b>		<b>-7,786.81</b>

**Jennifer Bellamy**

---

**From:** Terri Lyn & Lindsay Kibbe [ebbik@airspeedwireless.ca]  
**Sent:** February-14-17 8:29 AM  
**To:** Jennifer Bellamy

Hi Jennifer,

statement of accounts requested

CHEQUING ACCOUNT	3,910.31	
GRINDROD DAYS & OLD GARLIC ACCOUNT	17,365.54	(FUNDS TO BE USED FOR STAGE AND STORAGE)
SENIORS LUNCHEON ACCOUNT	945.76	
PLAN 24 RESERVE ACCOUNT	15,073.86	
TERM DEPOSIT FROM WOMAN'S INSTITUTE (EMERGENCY FUND)	6,307.96	

Hope this is what you need.

Regards,

Lindsay

**Jennifer Bellamy**

---

**From:** Helmuth Brigitte Koch [hebriko@gmail.com]  
**Sent:** December-06-16 8:25 PM  
**To:** jbellamy@cityofenderby.com  
**Subject:** 2017 Grant Funding  
**Attachments:** Balance Sheet as at Dec 31 2015.docx; 2015 KCS income statement page 2.pdf; 2015 KCS detailed income and expenses.pdf

Jennifer,

The purpose of this letter is, to request a funding grant for 2017 for the Kingfisher Community Society. KCS is operating Kingfisher Hall, school and the recently established playground. This (playground) requires some outside work and improvements, like a toilet, in 2017. And also as the general costs of living are increasing, according to the attached statements school utilities, maintenance, lawn mowing , snow removal, we would like to ask for a 10% increase to the 2016 grant.

Attached are financial statements

Thank you

Brigitte Koch  
(Treasurer KCS )

2016 - 14,299 plus 10% = 15,729

	BUDGET 2017	ACTUAL 2015	%
<b>REVENUES</b>			
Memberships	2,800.00	2,805.00	-0.18
Hall Rentals	1,700.00	1,662.00	2.29
main Events	2,500.00	1,962.51	27.4
GST-return	2,000.00	1,919.55	4.19
grant school		5,199.00	
grant hall		9,100.00	
<b>TOTAL REVENUES</b>	<b>9,000.00</b>	<b>22,648.06</b>	
<b>EXPENSES</b>			
Insurance	5,000.00	5,127.00	-2.48
Newsletter	2,000.00	1,982.06	0.91
Telephone	1,000.00	1,168.62	-14.43
Hydro	2,800.00	2,589.50	8.13
School Utilitites	1,500.00	1,315.39	14.03
<b>MAINTENANCE</b>			
Cleaning	1,500.00	1,528.00	-1.83
Lawnmowing/ Snowremoval	5,000.00	4,089.75	22.26
Officework & supplies	1,200.00	1,057.00	13.53
general repairs	5,000.00	3,525.57	41.82
<b>TOTAL EXPENSES</b>	<b>25,000.00</b>	<b>22,382.89</b>	<b>11.69</b>



Kingfisher Community Society  
Balance Sheet As at 12/31/2015

**ASSET**

**Current Assets**

Chequing Bank Account	10,421.22	
Term Deposit #11	2,216.86	
Term Deposit #12	2,216.86	
Term Deposit #13	2,216.86	
EDCU membership equity	5.36	
Total Cash		17,137.16
<b>Total Current Assets</b>		<u>17,137.16</u>

**TOTAL ASSETS** 17,137.16

**LIABILITY**

**Current Liabilities**

Total Current Liabilities	0
	<u>0</u>

**TOTAL LIABILITY** 0

**EQUITY**

**Owners Equity**

Retained Earnings - Previous Year		25134
GST adjustment (included in income)	-2075.73	
Term Deposit interest	136.74	
EDCU Membership Equity	-5.16	
EDCU Interest	0.2	
Net Income	(56,052.89)	
Current Earnings		(57,996.84)
<b>Total Owners Equity</b>		<u>17,137.16</u>

**TOTAL EQUITY** 17,137.16

**LIABILITIES AND EQUITY** 17,137.16

Print Date: 2/2/2016

Kingfisher Community Society  
Income Statement - January 1, 2015 to December 31, 2015

EXPENSES	Actual 01/01/2014 to 12/31/2014	Actual 01/01/2015 to 12/31/2015	
<b>Costs of Goods Sold</b>			
Robbie Burns Expense	\$1,202.75	\$0.00	
Spring Musical Expense	\$0.00	\$0.00	
Mother's Day Expense	\$381.55	\$382.67	
Porch Party Expense	\$140.49	\$251.49	
Strawberry Tea Expense	\$429.21	\$359.35	
Jumble Dance Expense	\$2,408.55	\$2,459.32	
Routes and Blues Expense	\$981.00	\$0.00	
Jambafaya Dance Expense	\$0.00	\$0.00	
Junque Auction Expense	\$0.00	\$0.00	
Corn Roast Expense	\$0.00	\$67.10	
Harvest Supper Expense	\$234.24	\$190.13	
Christmas Concert Expense	\$1,118.75	\$789.26	
Quilters Expense	\$0.00	\$718.13	
AGM Food Expense	\$217.12	\$0.00	
Membership Expenses	\$35.78	\$8.93	
Hall Rental Expenses	\$1,987.00	\$0.00	
Voyageur Canoe Expense	\$3,888.20	\$174.71	
School Expense	\$248.22	\$169.27	
<b>Total Cost of Goods Sold</b>	<u>\$13,272.86</u>	<u>\$5,570.36</u>	
<b>Other Expenses</b>			
Irrigation System Expense	\$490.53	\$955.78	
Geothermal Reno	\$226.22	\$0.00	
School Reno Expense	\$0.00	\$0.00	
Hall Renovation Expense	\$1,112.75	\$6,379.52	
Lighting Renovation Expense	\$1,312.64	\$0.00	
Donations	\$500.00	\$100.00	
Term Deposit Rollover	\$0.00	\$0.00	
<b>Total Other Expenses</b>	<u>\$3,642.14</u>	<u>\$7,435.30</u>	
<b>General and Administrative Expense</b>			
Accounting and Legal	\$300.00	\$300.00	
Business Fees and Licenses	\$0.00	\$650.00	
Insurance	\$5,030.00	\$5,127.00	
Office Supplies	\$0.00	\$107.34	
Newsletter Expenses	\$2,148.25	\$1,982.06	
Hall Recreation Expenses	\$27.41	\$0.00	
Hall Repair & Maintenance	\$3,616.59	\$3,525.57	
Lawn Mowing and Snow Removal	\$3,964.00	\$4,089.75	
KCS Scholarships	\$0.00	\$0.00	
Telephone	\$988.71	\$1,168.62	
Hall Hydro	\$2,915.48	\$2,589.50	
Hall Propane	\$0.00	\$0.00	
School Utilities	\$1,162.40	\$1,315.89	
<b>Total Utilities</b>	<u>\$5,066.59</u>	<u>\$5,074.01</u>	
<b>Total General &amp; Administrative Expenses</b>	<u>\$15,086.25</u>	<u>\$20,855.73</u>	
<b>TOTAL EXPENSES</b>	<u>\$37,067.84</u>	<u>\$33,861.39</u>	
<b>NET INCOME</b>	<b>\$2,840.18</b>	<b>(\$6,052.89)</b>	

Bank Reconciliation	
Bank Bal Dec 31, 2014	\$16,474.11
Income 2015	\$27,808.50
Expenses 2015	\$33,861.39
<b>Net</b>	<b>\$10,421.22</b>
Bank Bal Dec 31, 2015	\$10,421.22

Kingfisher Community Society  
 Income Statement - January 1, 2013 to December 31, 2013

	Actual 01/01/2014 to 12/31/2014	Actual 01/01/2015 to 12/31/2015	
<b>REVENUE</b>			
<b>Sales Revenue</b>			
Quilters	\$0.00	\$1,611.55	
Robbie Burns Income	\$1,607.00	\$0.00	
Mothers Day Income	\$875.00	\$852.00	
Porch Party Income	\$0.00	\$0.00	
Strawberry Tea Income	\$502.90	\$569.80	
Jumble Dance Income	\$2,066.00	\$3,148.50	
Routes and Blues Income	\$1,054.37	\$0.00	
Farmers Market Income	\$695.00	\$871.10	
Corn Roast	\$135.00	\$0.00	
Harvest Supper Income (50/50)	\$0.00	\$0.00	
School Income	\$120.00	\$70.00	
Voyager Canoe	\$3,425.25	\$0.00	
Membership Income	\$2,564.00	\$2,805.00	
Hall Income (rental, ads)	\$2,770.09	\$1,662.00	
<b>Total Sales Revenue</b>	<u>\$15,814.61</u>	<u>\$11,589.95</u>	
<b>Other Revenue</b>			
GST Refund	\$0.00	\$1,919.55	
Operating Grant - School	\$5,199.00	\$5,199.00	
Operating Grant - Hall	\$9,100.00	\$9,100.00	
Geothermal Grant	\$3,446.00	\$0.00	
Hall Lighting Grant	\$6,166.24	\$0.00	
Other Donations	\$182.17	\$0.00	
Grants and Donations	<u>\$24,093.41</u>	<u>\$16,218.55</u>	
<b>Total Other Revenue</b>			
<b>TOTAL REVENUE</b>	<b>\$39,908.02</b>	<b>\$27,808.50</b>	

**Riverside Community Club  
BUDGET 2016**

Revenues	2017 Budget	Actual 2015	
Hall Rentals	\$8,000.00	\$9,050.00	-13.13%
Events	\$1,000.00	\$756.00	24.40%
Other types of income	\$1,150.00	\$1,634.15	-42.10%
<b>47200 · Government Grants</b>			
47206 · RDNO	\$12,575.00	\$12,575.00	0.00%
Grant for Water Treatment System		\$5,775.40	-100.00%
Grant for Playground	\$45,000.00		
<b>Total Revenues</b>	<b>\$67,725.00</b>	<b>\$29,790.55</b>	
<b>Expenses</b>			
60900 · Business Expenses	\$25.00	\$25.00	0.00%
62100 · Contract Services			
62150 · Hall Cleaning	\$1,500.00	\$1,505.00	-0.33%
62155 · Grounds Maintenance	\$1,200.00	\$1,000.00	16.67%
62800 · Facilities and Equipment			
62840 · Repairs & Maintenance Equipment	\$500.00	\$161.40	67.72%
62845 · Repairs & Maintenance Building	\$2,500.00	\$839.00	66.44%
62870 · Property Insurance	\$3,000.00	\$2,977.00	0.77%
63000 · Improvements	\$6,000.00	\$5,550.60	7.49%
65000 · Operations			
65020 · Postage, Mailing Service	\$300.00	\$215.16	28.28%
65030 · Printing and Copying	\$900.00	\$132.36	55.88%
65040 · Supplies	\$500.00	\$323.30	35.34%
65050 · Telephone, Telecommunications	\$700.00	\$607.77	13.18%
65055 · Hydro	\$3,500.00	\$2,994.07	14.46%
65060 · Propane	\$200.00	\$64.20	67.90%
65065 · Garbage Pickup	\$600.00	\$238.87	60.19%
65000 · Operations - Other	\$300.00	\$42.00	86.00%
66100 · Other Types of Expenses			
66120 · Insurance - Liability, D and O	\$800.00	\$786.00	1.75%
66180 · Other Costs	\$300.00	\$12.00	96.00%
<b>Total 66100 · Other Types of Expenses</b>	<b>\$500.00</b>	<b>\$495.30</b>	<b>0.94%</b>
<b>Total Expenses</b>	<b>\$22,725.00</b>	<b>\$17,969.03</b>	
<b>Net Ordinary Income</b>	<b>\$45,000.00</b>	<b>\$11,821.52</b>	

1. Applying for Grant for a Playground. Quote attached (Plus \$1000.00 for 8"x8" Beams and \$1800.00 for Gravel and \$2800.00 for some excavating)  
So total equating about \$48,000.00

**Riverside Community Club**  
**Balance Sheet**  
As of December 31, 2016  
Dec 31, 16

**ASSETS**

**Current Assets**

**Chequing/Savings**

**Chequing** 33,610.18

**Equity Shares** 5.32

**. . Term #18** 11,978.82

**Total Chequing/Savings** 45,594.32

**Total Current Assets** 45,594.32

**Fixed Assets**

**15000 · Furniture and Equipment**

**15010 · Kitchen Equipment** 21,626.94

**15015 · Hall Furniture** 4,436.78

**Total 15000 · Furniture and Equipment** 26,063.72

**15500 · Half Improvements** 9,000.00

**Total Fixed Assets** 35,063.72

**TOTAL ASSETS** 80,658.04

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

**2500 · Rental Deposit** 2,450.00

**25500 · GST/HST Payable** -6,186.48

**Total Other Current Liabilities** -3,736.48

**Total Current Liabilities** -3,736.48

**Total Liabilities** -3,736.48

**Equity**

**32000 · Retained earnings** 73,988.95

**Net Income** 10,405.57

**Total Equity** 84,394.52

**TOTAL LIABILITIES & EQUITY** 80,658.04



## Jennifer Bellamy

---

**From:** Moya Petznick [petznick@telus.net]  
**Sent:** January-03-17 3:58 PM  
**To:** Jennifer Bellamy  
**Subject:** Re: 2017 Grant Funding  
**Attachments:** GVB budget 2017.doc; GVB financials 2016.doc

Hi Jennifer

Attached is our Grandview Bench Recreation Association budget for the coming year, and our financials for the year ended October 31, 2016.

We are filed under The Societies Act for another year, and I am working at the online paperwork they require by 2018!

Our request to The City of Enderby is for a grant of \$7,000 for this year.

Please let me know if you require any further information.

Thank you so much, and Happy New Year!

Moya  
250-253-0890 (cell)

**From:** Jennifer Bellamy  
**Sent:** Tuesday, January 3, 2017 3:32 PM  
**To:** 'Moya Petznick'  
**Subject:** 2017 Grant Funding

Hi Moya,

We have not yet received a request from Grandview Bench Recreation Association for grant funding for 2017. If the Association is planning on submitting a request could you please forward this to me, along with the most recent financial statements for the Association and a 2017 budget ASAP?

I'm working on the budget for the year and I need these quick!

Thank you,

Jennifer Bellamy, CPA, CA  
Chief Financial Officer  
City of Enderby  
P.O. Box 400  
619 Cliff Avenue  
Enderby BC, V0E 1V0

Telephone: 250-838-7230

Fax: 250-838-6007

Email: [jbellamy@cityofenderby.com](mailto:jbellamy@cityofenderby.com)

Website: <http://www.cityofenderby.com>

Grandview Bench Recreation Association Financial Year End:  
November 1, 2015 to October 31, 2016

Revenues:

Memberships	130.00	
Rentals	2,055.00	
Grants*	7,000.00	
		9,185.00

Expenses

Insurance	1,631.00	
Utilities	1,587.12	
Repairs & Maintenance	122.30	
Kitchen Supplies	516.65	
Office Supplies	133.07	
Fixtures**	3,445.30	
Groundskeeping (lawns / snow)	1,697.72	
Cleaning	260.13	
		9,393.29

Year End closing balance October 31, 2016 .. .. . \$11,519.46

Grants\*  
\$7,000.00 City of Enderby

Fixtures\*\*  
New outdoor LED lighting 1,195.11  
Replace ride-on lawnmower 1,903.99  
Towels dispensers for washrooms 167.70  
Frost free hose bib 178.50

Gaming account – No activity



Grandview Bench Recreation Association  
Budget November 1, 2017 to October 31, 2018

Insurance	1,700.00	
Utilities	1,800.00	
Repairs & Maintenance	300.00	
Kitchen Supplies	600.00	
Office Supplies	150.00	
Fixtures	500.00	
Groundskeeping (lawns / snow)	2,000.00	
Cleaning	500.00	
		7,550.00

**Grindrod Cemetery**  
**FINANCIAL REPORT**  
**AS AT DECEMBER 31, 2016**

1-Jan-16 Enderby & District Credit Union \$4,117.15

**2016 Deposits**

NORD grant re Lawn maintenance	2,240.00	
DeBoer - Plots B9, B10, B11	300.00	
R. Anchikoski - Crem Plot 44 & 45	150.00	
P. Shykora - Crem Plot B1A	75.00	
D. Shykora - Crem Plot B2A	75.00	
J. Whitmore - Crem Plot 58	75.00	
J & M Claver - Crem Plots 42 & 43	150.00	
Schartner - Plots C20 & C21	300.00	
Opening & Closing of Plots	650.00	
Donation	25.00	
	<u>4,040.00</u>	\$4,040.00

**2016 Expenses**

Lawn & Grounds Maintenance	2,700.00	
Equipment - Enderby Rentals	285.82	
Supplies - Central Hardware	166.14	
Open & Closing plots	250.00	
Lunch for Clean up Crew - Riverfront Pub	415.00	
	<u>3,816.96</u>	-\$3,816.96

31-Dec-16 Enderby & District Credit Union \$4,340.19



**Brodoway & Sagh  
Construction Ltd.**

Willie Brodoway 7399

Phone & Fax 838-7394

Box 65, Grindrod, B.C. V0E 1V0

Estimate to extend the creation plot  
at the Grindrod Cemetery to add  
(30) new sites.

Concrete =	\$ 450.00
rebar	\$ 85.00
forming material	\$ 140.00
excavation & gravel fill + rock	\$ 300.00
labor	\$ 1150.00
	<hr/>
	\$ 2125.00

Appendix C

Enderby Area "F" Services & Recreation  
 2017 Budget - Special Projects

Item	Budget	Included in Line Item	Other Notes
<u>Parks:</u>			
Trees at Barnes Park	5,600	Parks - Major Maintenance	\$5.6k through Tree Canada Grant, \$4.6k in kind
Breakwater Dock Removal	9,800	Mabel Lake Boat Launch	
<u>Pool:</u>			
Washroom/Office Lighting	1,750	Pool - Major Maintenance	
Pool flooring	20,000	Pool - Major Maintenance	
Basin repair/repair	12,000	Pool - Major Maintenance	
Picnic table replacements, storage bins	5,500	Pool - Major Maintenance	
<u>Capital:</u>			
Spray Park	318,000	Fortune Parks - Capital	
Rock picker	23,000	Fortune Parks - Capital	
Breakwater - Mabel Lake	100,000	Fortune Parks - Capital	
Arena Dehumidifiers	50,000	Fortune Parks - Capital	
Tractor/Mower	36,000	Fortune Parks - Capital	