



REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, March 20, 2017
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of March 6, 2017](#)

pg 3-6

3. PUBLIC AND STATUTORY HEARINGS

4. PETITIONS AND DELEGATIONS

Dustin Stadnyk – Rossworn Henderson LLP Chartered Accountants

Re: Auditor's Report 2016 Financial Statements

Gabriele Wesle – Enderby Open Air Market

Re: 2016 Season Report and Plans for 2017

pg 7

5. DEVELOPMENT MATTERS

6. BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

a. [UBCM Resolution on Ride Sharing Services](#) – Memo from Chief Administrative Officer dated March 7, 2017

pg 8-9

b. City Hall Mural:

[Correspondence from Cathy Stubington and Rosalind Williams dated March 4, 2017](#)

pg 10-12

[Correspondence from Jeff Trickey dated March 10, 2017](#)

pg 13

[Correspondence from Dolores Whitfield dated March 10, 2017](#)

pg 14

7. BYLAWS – Adoption

[Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1625, 2017](#)

pg 15-17

8. REPORTS

[2016 Audited Financial Statements](#) – Memo from Chief Financial Officer dated March 15, 2017

pg 18-49

[Building Permit Detail Report – February 2017](#)

pg 50-51

Mayor and Council

9. NEW BUSINESS

a. [Canada 150 Celebration – Public Art](#) – Correspondence from Enderby and District Arts Council dated January 6, 2017 pg 52

b. [Request from Enderby Army Cadets to Use City Hall Parking Lot](#) – Memo from Planner and Assistant Corporate Officer dated March 15, 2017 pg 53

c. [Enderby Arts Festival 2017 – Temporary Road Closure](#) – Memo from Planner and Assistant Corporate Officer dated March 15, 2017 pg 54-56

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

Closed to the public, pursuant to Section 90 (1) () of the *Community Charter*

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, March 6, 2017 at 4:35 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Tundra Baird
Councillor Brad Case
Councillor Roxanne Davyduke
Councillor Raquel Knust
Councillor Brian Schreiner
Councillor Shawn Shishido

Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner and Assistant Corporate Officer – Kurt Inglis
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

Moved by Councillor Schreiner, seconded by Councillor Baird that the agenda be approved as circulated.

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of February 20, 2017

Moved by Councillor Shishido, seconded by Councillor Schreiner that the minutes of the regular meeting of February 20, 2017 be adopted as circulated.

Carried

BYLAWS – 3 Readings

Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1625, 2017

Memo from Chief Financial Officer dated February 23, 2017

Moved by Councillor Knust, seconded by Councillor Baird that Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1625, 2017 be given three readings.

Carried

BYLAWS – Adoption

Retail of Marihuana and Medical Marihuana Production:

Memo from Planner and Assistant Corporate Officer dated March 2, 2017

The Planner and Assistant Corporate Officer made a brief review of his report:

- Intent is to provide certainty as to what will be required should legalization occur.
- Bylaw is consistent with other communities and consistent with task force recommendations.
- Some believe that the regulations should be same as those for alcohol. There are existing provincial and federal regulations for alcohol retail, however, while there are no federal or provincial regulations in place yet for marihuana. Until framework is known, municipality needs to get local regulations in place to provide certainty to business investors.
- 100 meter buffer zone to ensure that retail operations are established in appropriate neighbourhoods and sited so as not to create conflict with other uses. A zoning text amendment is an option for property owners wishing to establish a marihuana retail operation within a buffer zone.
- The means of obtaining medical marihuana were explained. Today's bylaw does not impact the means as provided in the federal regulation.

The Mayor invited comments from the public:

Derrick Smith

- He has checked out the 14 available sites in the industrial and downtown areas and feels that all are problematic for a retail operation.
- The bylaw does not address the need for medicinal marihuana.
- Process should not be punitive or discriminative. Justification for \$5,000 license fee is warranted.
- Fair access to medical marihuana is a human right.
- This is a \$6 billion industry and Enderby needs to make things workable and see it as an opportunity.

Bonnie Lundquist – 151 Riverdale Drive

As a licensed realtor, she shared her experiences with marketing of existing or prior grow-ops:

- Financing and insurance is unavailable regardless of whether the grow-op was legal or illegal, or whether it has been fully remediated.
- Landlords are not fully aware of the implications of having their tenant create a grow-op on their property. Landlords are often left with properties that they can no longer finance after a tenant installs a grow-op.

Jeff Gaudette – Vernon, BC

Mr. Gaudette operates a medical marihuana dispensary in Vernon and offered to answer any questions of Council. The following comments were made:

- The differences between recreational and medical cannabis are significant.
- Every person is different and filters the product differently.
- Medicinal cannabis stays in the system working as medicine.
- Detecting impairment is difficult as pills, oils and suppositories are not detected in breath samples. Marketing and education is required. There are much better options available for patients than smoking. The health benefits are obvious and it is important to distinguish between medical and recreational use. Regulations are needed.

Council engaged with Mr. Gaudette with the following points being discussed:

- RCMP presence is not always here in Enderby, so the City wants to control for potential crime implications.

- The bylaw will respond to changes in dispensary regulations by the federal government as they are introduced.
- The medical benefits of cannabis are proven.
- The federal government should be focusing on medical dispensary regulation before even considering recreational marijuana legalization.
- The bottom line is that compassion for patients is needed. There are people out there that genuinely need help that they can only get from medical cannabis products.

Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1626, 2017

Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1627, 2017

Moved by Councillor Schreiner, seconded by Councillor Case that Business License and Regulation Bylaw No. 1558, 2014 Amendment Bylaw No. 1626, 2017 be adopted;

AND THAT Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1627, 2017 be adopted.

Carried

REPORTS

Chief Administrative Officer

- Shuswap Well pump motor recently failed. It has been replaced. Crews now dealing with a broken valve on the well's access road.
- Belvedere / Regent sanitary sewer repair appears to be working well.

NEW BUSINESS

Alyson Witts – Correspondence dated February 21, 2017

Re: City Hall Mural

Moved by Councillor Baird, seconded by Councillor Schreiner that the correspondence be received and filed.

Carried

Commission Meeting Pay – Memo from Chief Financial Officer dated February 27, 2017

Moved by Councillor Knust, seconded by Councillor Shishido that Council open the item for discussion:

- There are others that are appointed to various groups that do not get financially compensated. Why just compensate this committee? RDNO representatives should perhaps seek compensation from RDNO.
- The CAO explained that Enderby and District Services Commission used to be an RDNO service and the RDNO pays meeting pay. The Commission is funded on an entirely different basis than Council's committees and this is an attempt to make member remuneration consistent with how it has historically been delivered by RDNO, prior to the service being delivered by Enderby.

- Mayor McCune suggested that rather than providing a 'per meeting' rate, financial compensation for Mayor, Councillors, and EDSC Area F member should be increased.

Moved by Councillor Baird, seconded by Councillor Knust that Council refers the matter of Enderby & District Services Commission compensation back to the Enderby and District Services Commission with a request that it considers a remuneration rather than per meeting basis for its pay.

Carried

Moved by Councillor Knust, seconded by Councillor Baird that the remuneration for City Councillors be increased to \$9,000 with no additional 'per meeting' compensation;

AND THAT the remuneration for Mayor be increased to \$17,000 with no additional 'per meeting' compensation.

Carried

Tolko Forest Stewardship Plan Amendment Referral 2017 – Memo from Chief Administrative Officer dated March 1, 2017

Moved by Councillor Baird, seconded by Councillor Case that Council has no comments with respect to Forest Service Plan Cutblock and Road Development Information Sharing Package 2017-SI-05 for Tolko Southern Interior Woodlands.

Carried

Our Enderby Clean-Up and Volunteer Fair – Memo from Planner and Assistant Corporate Officer dated March 2, 2017

Moved by Councillor Baird, seconded by Councillor Case that Council endorse April 22, 2017 as the date for the 5th Annual Our Enderby Clean-Up Challenge;

AND THAT Council endorse integrating the Volunteer Fair into the Our Enderby Clean-Up Challenge's appreciation barbecue.

Carried

PUBLIC QUESTION PERIOD

None

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Shishido that the regular meeting adjourn at 6:10 p.m.

Carried

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda



REQUEST TO APPEAR AS A DELEGATION

On 20 March 2017
Day Month Year

Date of Request 07 March 2017

Name of Person Making Request Gabriele Weste

Name and Title of Presenter(s) President of Enderby Open Air Farmers Market

Contact Information greencroftgardens@mybc.ca (250 306 6582)

Details of Presentation Report on the 2016 market season, input from market board on improvements for the upcoming market season starting April 7, 2017

Desired Action from Council (check all that apply)

Information Only

Proclamation

Funding Request

Road Closure

Policy or Resolution

+ Parking lot request

Please describe desired action in detail Inquire about adding an

evening market day on Thursday from 5 - 8 pm,

set up (road closure on Cliff Ave.) from 4 - 9 pm)

starting July 6, 2017 to Aug 31, possibly longer if successful.

Please attach any supporting documentation or presentation materials related to your delegation request.

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: March 7, 2017
Subject: UBCM Resolution on Ride-Sharing Services

RECOMMENDATION

THAT Council endorses the resolution titled the "Regulation of Ride-Sharing Services in Small, Rural, and Remote Communities";

AND THAT Council submits the resolution to the Southern Interior Local Government Association for its consideration.

BACKGROUND

Council has previously considered encouraging the Province of BC to regulate ride-sharing services in a manner that supports this passenger transportation option for small, rural, and remote communities on February 6, 2017, where it resolved that:

Moved by Councillor Baird, seconded by Councillor Case that Council expresses its support to MLA Kylo, Minister Fassbender, and UBCM for the Government of BC to implement a viable, flexible, ride-sharing service regulation in BC, with attention given to regulatory solutions that will help solve those public transportation challenges that are unique to rural and remote communities.

Carried

Further to that, on February 20, 2017, Council gave direction to consider advancing the resolution to the Southern Interior Local Government Association (SILGA) and the Union of British Columbia Municipalities (UBCM). Attached to this memorandum is a copy of the proposed resolution. Typically, resolutions are advanced to the area association, SILGA, which then advances it to UBCM on behalf of its membership.

Respectfully submitted,


Tate Bengtson
Chief Administrative Officer

TITLE: Regulation of Ride-Sharing Services in Small, Rural, and Remote Communities

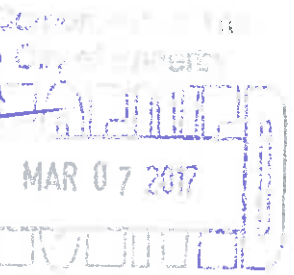
SPONSOR: City of Enderby

Whereas the Province of BC has expressed its intent to create a regulatory framework that permits ride-sharing services and transportation network companies to operate in BC;

And whereas the assessment of the possible impacts of allowing new entrants into the passenger transportation field has focused primarily on large urban communities with robust, established, passenger transportation options, which is often not the reality for small, rural, and remote communities where ride-sharing and transportation networking offers uniquely viable solutions in the absence of other options:

Therefore be it resolved that UBCM asks the Province of BC to implement a viable, flexible, ride-sharing service regulation in BC with attention given to regulatory solutions that will help solve those passenger transportation challenges that are unique to small, rural, and remote communities.

Agenda



March 4, 2017

Dear Mayor and Enderby and City Council,

We have read in the Enderby Rivertalk that there is an initiative to “repurpose” the mural that is on the City Hall building, to make way for something celebrating Canada’s 150 year celebration. We have some questions and concerns about this.

First we would like to remind you how and why the mural was made and what it depicts.

Artist Frances Hatfield was invited by the project’s initiators Roxy Hermesen and Susan Kicsio to lead a collaborative creation of a mural commemorating the Enderby and District Community Play which had taken place earlier. They wanted to carry forward the immense goodwill and energy that the play had generated. Frances was a much loved and well-known artist who lived locally (Armstrong) and participated in Enderby culture; she passed away just over two years ago. Many residents took part in design sessions and in the actual execution of the mural under the mentorship of Frances. Roxy and Susan did a great deal of research into materials, which is why it is in very good condition, and Frances applied her study of the famous 19th century Mexican muralists to the project. Funds were granted through the Vancouver Foundation and the Hamber Foundation both of which support projects that enhance the lives of British Columbians.

The mural contains many memories and is a reminder for those who participated or attended the Enderby and District Community Play, and a source of local historical information for those who didn’t. It is an artistic archive of this huge, local event.

Description of the Play Project:

The Enderby and District Community Play was a 20 month project that brought people of all walks of life into an artistic expression of this place. 21 stories were collected in a variety of ways and from multiple sources, and written into a script by visiting director James Fagan Tait, Cathy Stubington, and Rosalind Williams, who is recognized as the history keeper of the Splat-sin Nation. It was tied together with the extraordinary life cycle of the salmon that are born and die here.

The play was entitled “Not the Way I Heard It”, because it included stories from many perspectives. In particular, the parts of the script that Rosalind brought forward invited locals to hear for the first time some of the history of this place from the perspective of the people who have resided here since time immemorial. She shared a Creation story, a story of children from Town and Reserve getting to know each other, a re-enactment of the Creation of the Reserve, and others. We also commemorated the naming of the town, the paddlewheeler, the burning of the school, lively early settlers (the first of whom arrived 151 years ago) and other folks who have lived here more recently.

Everyone was welcomed into the play. Over a period of three months of rehearsal, the cast

expanded to 163 people, including a high proportion of Splat-sin community members along with Enderby residents and others from up and down the valley. Significantly, Splat-sin Elders Casmir Felix and Lena Bell, who are no longer with us, took part, and so did elder Florence Nicholas and many others that are here. The youngest actor was four years old. For some it was a life-changing experience. Many of those involved have left but many are still around, including the hardworking steering committee members that made it all possible. In City Council, Councillor Shipmaker was one of three brave men who played the part of the Reserve Commissioners in a re-enactment of the Creation of the Reserve. Several hundred other people contributed by helping with costumes, making props and masks, organizing, sharing stories, and donating materials. School classes and community groups participated as well as individuals.

Legacy of the Play Project:

The collaboration and strengthening of relationships across the Town/Reserve divide was the most valuable of many outcomes of this multi-faceted undertaking. This was and still is very unusual.

So much was learned by people here and elsewhere: it may not be known here that the play garnered national recognition, even influencing Canada Council for the Arts criteria. A community play directly inspired by ours was created in Vancouver's Downtown Eastside. A documentary (by Splat-sin media artist Dorothy Christian) was aired on national television, which along with another documentary video continues to be shown in many contexts—including lately in Ganawage where a Mohawk artist used it to promote a similar project in her community. It paved the way for another huge Splat-sin/Enderby collaboration on Starlight Drive-in in 2004, and for the recent Splat-sin Community Play, "Tuwitames".

The Enderby Play has been cited at Peace conferences and in several universities' courses as an example of how the arts can create bridges and bring people together. As the project's initiator, Cathy was invited to innumerable conferences to speak about it, was recently approached for advice by someone working on a Reconciliation project, having read about the Enderby Play in a book. When a national symposium of artists came to Enderby two years ago (and were shown the commemorative mural), they were welcomed by Chief Wayne Christian who remarked that the arts are way ahead of politics. The play was a milestone of which there are still reverberations.

Back to the mural:

This mural is not just an art piece, it's the historical record of an ephemeral historic event. This graphic is what remains of a unique event that involved hundreds of people. Buildings are often preserved or memorialized because they are historic or considered to be part of heritage; the mural memorializes and acknowledges the culture of this place. It is a historical document, that represents not only the people who made the play but also the many local stories and people that were the content of the play.

Perhaps there are some people whose aesthetics or taste go in another direction. This is the case no matter what artist or artists create a mural (and will be the same for any newer one). We realize that many people have moved into the area since 1999 and therefore do not know why it

is the way it is.

Concerns:

Is the city's intention to dismantle the mural for the 150 year celebration of Confederation? And if so, does this mean the mural won't be remounted when the 150 celebrations are done? With regards to the suggestion in the Rivertalk that the panels be separated and sold for money or mounted here and there, what is the thinking behind this?

The design is not divided into 4 by 8 sections.

Can someone take a painting and cut it up? Can one dismantle an artwork?

Is there a concrete plan to paint a new mural for Canada 150 to be in the same spot?

What does this mean? 150 is being celebrated across the country, because we are told that it is something to celebrate at this time. The mural that is already there has resonance as it is very specific to Enderby/Splatsin. It speaks to a truth of what happened here and only here, and above all commemorates the two communities coming together to create something. The mural is the symbol of how important and valuable it was to find a place of common ground.

Art presents/represents things that are difficult to talk about /show/tell in other ways. The play did this and the mural does this.

Taking the mural apart can be taken as a metaphor for the segregating experience brought by the colonizers and/or settlers who began to arrive 150 years ago, or to symbolically do the opposite of what the play did achieve.

This is supposed to be a time of "Reconciliation" in Canada and dismantling or removing the mural seems to be out of step with the spirit of reconciliation. Why not keep the mural intact as a representation of the healing work that can happen through the arts—of what happened uniquely here, with the immense goodwill of the people of Splatsin and Enderby?

May we suggest that instead, City Council and the Arts Council highlight it, by erecting a sign for visitors and residents about what it commemorates, just as the Flour Mill and the Logrolling site are marked by the Historical Society? Each of the individual stories can also be noted.

Why not plan a 150 year celebration around the intact mural?

Before the Enderby City Council / Arts Council makes a decision about how to "repurpose" the mural we would be happy to have the opportunity to make a presentation about the Enderby and District Community Play, in case there is anyone who does not know about it.

Yours sincerely,

Cathy Stubington

Rosalind Williams

Tate Bengtson

From: Bettyann Kennedy [bkennedy@cityofenderby.com]
Sent: Friday, March 10, 2017 10:28 AM
To: Tate Bengtson
Subject: FW: City of Enderby Website Form Submission City Hall Mural

-----Original Message-----

From: Jeff Trickey [<mailto:info@cityofenderby.com>]
Sent: Friday, March 10, 2017 10:25 AM
To: info@cityofenderby.com
Subject: City of Enderby Website Form Submission City Hall Mural

To: Webmaster

Name: Jeff Trickey

Email: jmtrickey@shaw.ca

Subject: City Hall Mural

Message: Thank you for the excellent work you have been doing for the people of Enderby. The work you have accomplished in beautifying and transforming the downtown has been superb. I applaud you and all of your 'behind the scenes' and 'over and above' commitment to Enderby. It is a pile of hours of work that is rarely recognized. You have done a great job!

Concerning the City Hall Mural:

I read about the suggestion and discussion to move the "Not the way I Heard It Mural" from the side of City Hall. I am not fully aware of the reasons for moving it or changing it but there must be some very good reasons for doing so. I think that the mural is a great part of the beautification and identity of Enderby. It represents a bit of the vibrance and life of our community and is well located to display our heart to people travelling through. The visitors and tourists who are stopped at the southbound traffic light are even given greater time to admire it. It is and will continue to be a large piece of our local artwork. I hope that it stays.

In my opinion I think a discussion about where we can put a second mural would be a good thing.

Thank you
Jeff Trickey

Sent from (ip address): 24.70.114.37
(S010650395553a44c.ok.shawcable.net)
Date/Time: March 10, 2017 10:25 am
Coming from (referer): <http://www.cityofenderby.com/contact-us-2/>
Using (user agent): Mozilla/5.0 (Windows NT 6.3; WOW64)
AppleWebKit/537.36 (KHTML, like Gecko) Chrome/56.0.2924.87
Safari/537.36

Dolores Whiffield
102 Brickyard Rd.
250 838 5989

Agenda
Mar 10/16

Re: - The Mural on City Hall

There are many "new" residents in Enderby who have not had the opportunity to see the play - "That's Not The Way I Heard It!"

Would it be possible to present the play again this summer?
If not ~~it~~ in its entirety,

then at least a condensed version?

- For ease of viewing, perhaps it could be in the Spatzin Community Centre?

- Could be a major part of the 150 yrs celebration.

(maybe people would have a new view of the mural if they saw the play)

THE CORPORATON OF THE CITY OF ENDERBY BYLAW No. 1625

A bylaw to amend Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015

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 6th day of March, 2017.

READ a SECOND time this 6th day of March, 2017.

READ a THIRD time this 6th day of March, 2017.

ADOPTED this _____ day of _____, 2017.

Mayor

Chief Administrative Officer

SCHEDULE "C" – POOL FEES

Rates effective January 1, 2017			
Drop In (per visit)			
	Per Swim	10-Visit Pass	1-Month Pass
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
Not-for-profit licensed preschool or youth organization:			
	# of Youth/Preschool	Rate per swim	
	8-12	20.00	
	13-20	32.50	
	21-30	52.50	
	30+	52.50 plus \$2.00 for each additional Youth/Preschool	
Rentals (per hour)			
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	

SCHEDULE "D" – PARK FEES

Rates effective January 1, 2016	
Park Rates	
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
Gazebo	
Daily Rental	120.00
Damage Deposit (per rental)	500.00
Kitchen Clean-up (per rental)	52.00
Ball Diamonds	
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

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: March 15, 2017
Subject: 2016 Financial Statements

Recommendation

THAT Council approves the 2016 Audited Consolidated Financial Statements as presented.

Background

Section 171 of the Community Charter requires the municipal auditor to report to Council on the annual financial statements of the municipality. Canadian Auditing Standards requires Council to approve the financial statements before the auditor will date the audit report.

Attached are the 2016 Audited Consolidated Financial Statements prepared by Rossworn Henderson LLP. Below is a summary of the major changes from 2015 and the 2016 budget:

- **Cash - Decrease of \$0.8 million from 2015.** The balance kept in the City's operating account is based on short term cash flow requirements. There was a higher than normal balance in the City's operating account in 2015 due to the timing of term maturities.
- **Temporary Investments - Increase of \$0.4 million from 2015.** This increase is primarily due to the 2016 consolidated surplus not required for short term cash flow.
- **Accounts Receivable - Decrease of \$0.6 million from 2015.** Included in the accounts receivable in 2015 was a \$245,000 receivable from Emergency Management BC for the grant portion of the work done on the Regent Avenue Lift Station Upgrade project. 2015 financial statements also included receivables from the RDNO for its portion of funding the replacement arena chiller and a capital cost contribution for a non-residential out of town sewer connection.
- **Tangible Capital Assets - Increase of \$2.0 million from 2015.** The City did a total of \$3.4 million in capital projects in 2016. This amount is offset by \$1.3 million in current year amortization and further reduced by the net book value of road work and underground utilities replaced of \$118,000.
- **Revenue - 2016 actual amounts are relatively consistent with the 2016 budget, with the exception of the \$443,154 in developer contributions.** This amount represents the estimated value of the road works and underground utilities for the Juniper Heights subdivision for which the City is now responsible.

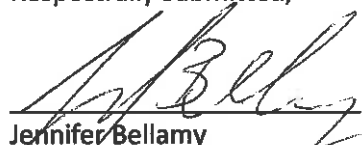
- Expenditures - Excluding amortization (as this is not a budget item) the City's 2016 expenditures are below budget by \$322,000. This amount primarily consists of special projects budgeted but not completed in 2016 which have been pushed forward to 2017. Below is a breakdown of the remaining amounts for larger items included in the 2016 budget:

Item	Budget Amount Remaining	Status
Subdivision Servicing Bylaw Review and Update	24,700	Deferred.
DCC Bylaw Review and Update	18,500	Deferred.
Transportation Services (unused budgeted expenses)	85,000	Snow removal under budget due to timing of sand purchases and extra snow removal contractors not needed (note that higher costs are anticipated for 2017). Street maintenance also under budget due to crack sealing not needed.
Sewer Oxidation Ditch Retrofits	40,000	Ongoing, to be completed early 2017.
Sewer Lift Station Alarms	35,000	Ongoing, to be completed early 2017.
Sewer Annual Upgrades	38,000	Defer pending review of optimization report (forthcoming).

Also attached is a consolidated income statement that has been revised to show the amortization differently and include non-income statement budget items in order to better represent where actual expenses are compared to budget and the actual surplus for the year.

Overall the 2016 Audited Consolidated Financial Statements provide a fair representation of the City's financial position as of December 31, 2016.

Respectfully submitted,


 Jennifer Bellamy
 Chief Financial Officer

The Corporation of the City of Enderby

Consolidated Income Statement

December 31, 2016

	<u>2016 Budget</u>	<u>2016 Actual</u>	<u>2015 Actual</u>
Revenue			
Taxation (net)	1,882,243	1,854,514	1,804,336
Grants and subsidies	1,355,468	1,409,536	2,249,496
Sale of services	1,412,760	1,447,952	1,455,566
Other revenue from own sources	53,123	93,094	68,998
Interest and penalties	130,995	178,118	191,333
Developer contributions	-	443,154	-
Recognition of restricted revenues	-	4,800	60,162
	<u>4,834,589</u>	<u>5,431,168</u>	<u>5,829,891</u>
Expenditures			
General government services	709,957	671,367	608,509
Protective services	221,680	220,275	169,685
Transportation services	493,724	408,768	572,639
Environmental health services	99,116	97,534	95,756
Community development services	24,300	30,826	20,704
Recreational and cultural services	73,366	79,352	80,498
Commission services	914,910	911,149	831,050
Water services	556,757	526,231	533,825
Sewer services	563,777	390,029	417,788
	<u>3,657,587</u>	<u>3,335,551</u>	<u>3,330,464</u>
Excess revenue over expenses	1,177,002	2,095,617	2,499,437
Gain (loss) on disposal of tangible capital assets	15,000	(103,575)	(45,671)
Amortization	-	(1,260,697)	(1,214,061)
Accounting Surplus (per Financial Statements)	<u>1,192,002</u>	<u>731,345</u>	<u>1,239,705</u>
Adjustments for other budget items:			
Add:			
Amortization	-	1,260,697	1,214,061
New borrowing	467,000	467,000	450,000
Transfers from reserves	2,551,558	2,164,342	748,627
Transfers from surplus	632,809	231,236	477,738
Capital disposal	-	117,731	45,671
Deduct:			
Capital expenditures	(3,677,752)	(3,354,857)	(2,552,158)
Transfers to reserves	(1,019,936)	(1,027,945)	(797,840)
Debt repayments	(145,681)	(125,609)	(585,456)
Actuarial payments (included in income)	-	(53,107)	(49,805)
Actual Surplus	<u>0</u>	<u>410,832</u>	<u>190,543</u>

THIS PAGE INTENTIONALLY BLANK

**THE CORPORATION OF THE CITY
OF ENDERBY**

CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2016

THE CORPORATION OF THE CITY OF ENDERBY

December 31, 2016

	Page
CONTENTS	
INDEPENDENT AUDITORS' REPORT	3
FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	4
Consolidated Statement of Financial Activities	5
Consolidated Statement of Change in Net Financial Assets	6
Consolidated Statement of Change in Financial Position	7
Consolidated Statement of Trust Funds	8
Consolidated Statement of Operating Surplus	9
Consolidated Statement of Reserve Fund Activities	10
Consolidated Statement of Statutory Reserve Fund Activities	11
Consolidated Statement of Equity in Tangible Capital Assets	12
Summary of Significant Accounting Policies	13 - 15
Notes to Financial Statements	16 - 24
Schedule I - Consolidated Schedule of Segment Disclosures	25 - 26
Schedule II - Area F Services	27



INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of The Corporation of the City of Enderby

Report on the Financial Statements

We have audited the accompanying financial statements of The Corporation of the City of Enderby which comprise the consolidated statement of financial position as at December 31, 2016 and the consolidated statement of financial activities, consolidated statement of change in net financial assets, and consolidated statement of change in financial position for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the consolidated financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the City of Enderby as at December 31, 2016, and its operations, changes in its net debt, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

March 20, 2017
Enderby, BC

Chartered Accountants

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

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Financial Position

As at December 31, 2016

	2016	2015
Financial assets		
Cash	\$ 696,466	\$ 1,528,006
Temporary investments	5,994,950	5,584,706
Accounts receivable (Note 3)	711,892	1,295,587
Deposit - Municipal Finance Authority (Note 4)	51,612	59,153
Tax sale proceeds subject to redemption	70,825	13,490
	<u>7,525,745</u>	<u>8,480,942</u>
Liabilities		
Accounts payable and accrued liabilities (Note 5)	412,873	591,075
Deferred revenue (Note 6)	912,325	712,986
Reserve - Municipal Finance Authority (Note 4)	51,612	59,153
Long-term debt (Note 7)	3,364,704	3,076,420
	<u>4,741,514</u>	<u>4,439,634</u>
Net financial assets	<u>2,784,231</u>	<u>4,041,308</u>
Non-financial assets		
Prepaid expenses	62,830	50,835
Tangible capital assets (Note 8)	27,975,129	25,998,702
	<u>\$ 30,822,190</u>	<u>\$ 30,090,845</u>
Accumulated surplus	<u>\$ 30,822,190</u>	<u>\$ 30,090,845</u>
Represented by:		
Trust funds	206,482	198,996
Operating fund	3,585,794	3,406,196
Reserves	2,093,949	2,398,179
Statutory reserves	325,540	1,165,194
Equity in tangible capital assets	24,610,425	22,922,280
	<u>\$ 30,822,190</u>	<u>\$ 30,090,845</u>

Director of financial services _____

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Financial Activities

For the year ended December 31, 2016

	2016 Budget	2016 Actual	2015 Actual
Revenue			
Taxation - net (Note 11)	\$ 1,882,243	\$ 1,854,514	\$ 1,804,336
Grants and subsidies (Note 12)	1,355,468	1,409,536	2,249,496
Sale of services (Note 13)	1,412,760	1,447,952	1,455,566
Other revenue from own sources	53,123	93,094	68,998
Interest and penalties	130,995	178,118	191,333
Developer contributions		443,154	
Recognition of restricted revenues		4,800	60,162
	<u>4,834,589</u>	<u>5,431,168</u>	<u>5,829,891</u>
Expenditures			
General government services	709,957	729,433	668,752
Protective services	221,680	301,682	231,845
Transportation services	493,724	935,489	1,077,442
Environmental health services	99,116	97,534	95,756
Community development services	24,300	30,826	20,704
Recreational and cultural services	73,366	79,352	80,498
Area F services	914,910	952,442	864,975
Water supply	556,757	847,640	855,983
Sewer services	563,777	621,850	648,560
	<u>3,657,587</u>	<u>4,596,248</u>	<u>4,544,515</u>
Excess revenue over expenses	1,177,002	834,920	1,285,376
Gain (loss) on disposal of tangible capital assets	15,000	(103,575)	(45,671)
	<u>1,192,002</u>	<u>731,345</u>	<u>1,239,705</u>
Annual surplus	\$ 1,192,002	\$ 731,345	\$ 1,239,705
Consolidated fund balance, beginning of year	30,090,845	30,090,845	28,851,140
Consolidated fund balance, end of year	<u>\$ 31,282,847</u>	<u>\$ 30,822,190</u>	<u>\$ 30,090,845</u>

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY**Consolidated Statement of Change in Net Financial Assets**

For the year ended December 31, 2016

	2016	2015
Annual surplus	\$ 731,345	\$ 1,239,705
Amortization of tangible capital assets	1,260,697	1,214,061
Change in prepaid expenses	(11,993)	8,879
Loss on sale of tangible capital assets	117,731	45,671
Acquisition of tangible capital assets	(3,354,857)	(2,552,158)
Increase (decrease) in net financial assets	(1,257,077)	(43,842)
Net financial assets, beginning of year	4,041,308	4,085,150
Net financial assets, end of year	\$ 2,784,231	\$ 4,041,308

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Change in Financial Position

For the year ended December 31, 2016

	2016	2015
Cash flows from operating activities		
Cash receipts	\$ 5,978,749	\$ 4,811,695
Cash payments to suppliers and employees	(3,384,873)	(3,061,981)
Interest received	178,118	191,333
Interest paid	(140,873)	(146,652)
	<u>2,631,121</u>	<u>1,794,395</u>
Financing activities		
Proceeds of long-term debt	467,000	450,000
Debt repayment	(178,716)	(698,464)
	<u>288,284</u>	<u>(248,464)</u>
Investing activities		
Increase in capital assets (net of disposals)	(3,354,857)	(2,552,158)
Decrease (increase) in temporary investments	(410,244)	2,041,651
Proceeds on disposition	14,156	
	<u>(3,750,945)</u>	<u>(510,507)</u>
Increase (decrease) in cash	(831,540)	1,035,424
Cash, beginning of year	<u>1,528,006</u>	<u>492,582</u>
Cash, end of year	<u>\$ 696,466</u>	<u>\$ 1,528,006</u>

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY
Consolidated Statement of Cemetery Trust Funds

For the year ended December 31, 2016

	2016	2015
Cash	\$ 24,368	\$ 21,287
Temporary Investments	174,628	171,459
Interest earned	3,491	3,548
Other amounts collected	3,995	2,702
Surplus	\$ 206,482	\$ 198,996

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Operating Surplus

For the year ended December 31, 2016

	2016	2015
Operating Surplus		
Balance beginning of year	\$ 3,406,196	\$ 3,756,595
Annual surplus	731,345	1,239,705
Amortization	1,260,697	1,214,061
Transfers from (to) reserves	1,136,398	(49,214)
Capital expenditures	(3,354,857)	(2,552,158)
Debt issued	467,000	450,000
Debt principal payments	(178,716)	(698,464)
Capital disposal	117,731	45,671
Balance end of year	\$ 3,585,794	\$ 3,406,196
Represented by:		
General	1,741,168	1,604,851
Water	582,453	611,450
Sewer	947,178	785,453
Area F Services	314,995	404,442
Balance end of year	\$ 3,585,794	\$ 3,406,196

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Reserve Fund Activities

For the year ended December 31, 2016

	2016	2015
Balance beginning of year	\$ 2,398,179	\$ 2,474,659
Additions		
Other contributions	775,753	721,219
Return on investments	43,180	44,522
Net interfund transfers		
Capital fund	(1,123,163)	(842,221)
	\$ 2,093,949	\$ 2,398,179

Summary of Reserve Fund Positions

General reserve

Cemetery	\$ 7,064	\$ 3,500
Fire department building and equipment	155,013	120,850
Asset management	171,608	181,496
Computer equipment	23,273	46,812
Streets	75,769	5,667
Fortune Parks	189,562	157,212
Equipment reserves	160,304	284,225
Other	154,427	287,791
	937,020	1,087,553

Sewer reserve

Future sewer capital	659,814	602,771
	659,814	602,771

Water reserve

Future water capital	497,115	707,855
	497,115	707,855
	\$ 2,093,949	\$ 2,398,179

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Statutory Reserve Fund Activities

For the year ended December 31, 2016

	Tax sale lands reserve	Gas tax agreement	2016	2015
Balance beginning of year	\$ 60,410	\$ 1,104,784	\$ 1,165,194	\$ 1,045,749
Add: Amounts received during year		176,185	176,185	170,446
Interest earned	1,058	20,163	21,221	19,802
Less: Amount spent of projects		(1,037,060)	(1,037,060)	(70,803)
Balance end of year	\$ 61,468	\$ 264,072	\$ 325,540	\$ 1,165,194

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Equity in Tangible Capital Assets

For the year ended December 31, 2016

	2016	2015
Balance beginning of year	\$ 22,922,280	\$ 21,381,391
Contributions from revenue for:		
Acquisition of capital assets	3,354,857	2,552,158
Debt payments	125,609	648,659
Loss from sale/write down of tangible capital assets	(117,731)	(45,671)
Actuarial adjustments	53,107	49,804
Debt issued	(467,000)	(450,000)
Amortization	(1,260,697)	(1,214,061)
Balance end of year	\$ 24,610,425	\$ 22,922,280
Represented by:		
General	\$ 14,398,787	\$ 12,855,069
Water	5,528,929	5,346,711
Sewer	4,682,709	4,720,500
Balance end of year	\$ 24,610,425	\$ 22,922,280

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2016

1. Status of the City of Enderby

The City of Enderby ("the City") is a municipality that was created on March 1, 1905 under the laws of British Columbia. The City provides municipal services such as public works, sewer, water, urban planning, fire protection services, and recreational and cultural services and other general government operations.

2. Significant Accounting policies

These consolidated financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles for governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants. The consolidated financial statements include the accounts of all funds of the City. All interfund transfers have been eliminated. The significant policies are summarized as follows:

a. Fund accounting

The resources and operations of the City are comprised of the funds listed below. Supporting schedules to the consolidated financial statements are included to show the financial activities and balance of each fund for supplementary information.

General Fund:

Accounts for operating and capital revenues and expenditures for the activities of the City except those included in the water and sewer funds and holds all property required for these purposes and related long term debt.

Water Fund:

Accounts for operating and capital revenues and expenditures for the water utility and holds all property required for these purposes and related long term debt.

Sewer Fund:

Accounts for operating and capital revenues and expenditures for the sewer utility and holds all property required for this purposes and related long term debt.

b. Basis of accounting

The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods and services and/or the creation of a legal obligation to pay.

c. School taxes

The City is required by *The School Act* to bill, collect and remit provincial education support levies in respect of residential and other properties on behalf of the Province, and school division special levies on behalf of school divisions. The City has no jurisdiction or control over the school division's operations or their mill rate increases. Therefore, the taxation, other revenues, expenses, assets and liabilities with respect to the operations of school boards are not reflected in these consolidated financial statements.

d. Temporary investments

Temporary investments consist of term deposits in Canadian Chartered Banks and deposits with the Municipal Finance Authority pooled investment money market fund and are recorded at cost plus earnings reinvested in the funds, which approximates their quoted market value. These investments are redeemable on demand and have an effective average interest rate of 1.75% (2015 - 1.44%).

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2016

e. Deferred revenue

Grants, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or tangible capital assets acquired.

f. Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses provides the Change in Net Financial Assets for the year.

i. Tangible capital assets

Capital assets consist of land, buildings, engineering structures, water and sewer infrastructure, roads, and machinery and equipment. Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the cost, construction, development or betterment of the asset. The cost less residual value, of the tangible capital assets are amortized on a straight line basis over their estimated useful life as follows:

Buildings	20 to 50 years
Machinery and equipment	6 to 30 years
Other structures	15 to 65 years
Roads	
Base layer	75 years
Top layer	15 to 25 years
Catch Basins	40 years
Sanitary sewer	5 to 30 years
Sewer mains	50 to 80 years
Storm drains	25 years
Water system	25 to 50 years

Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

g. Revenue recognition

Government grants and transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made. Transfers received for expenditures not yet incurred are included in deferred revenue.

Taxation revenues are recognized at the time of issuing property tax notices for the fiscal year. Sale of services and user fees are recognized when the service or product is provided by the City. All other revenue is recognized as it is earned and is measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods and services and/or the creation of a legal obligation to pay.

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2016

h. Debt charges

Debt charges, including principal, interest and foreign exchange are charged to current operations. Interest charges are accrued for the period from the date of the latest interest payment to the end of the year.

i. Capitalization of Interest

The City capitalizes interest on temporary borrowing until the completion of the project which is to be financed by debenture debt.

j. Reserves

Reserves for future expenditures represent amounts set aside for future operating and capital expenditures.

k. Budget Figures

The budget figures are from the Financial Plan Bylaw No. 1597, 2016 adopted May 2, 2016. They have been reallocated to conform to PSAB financial statement presentation. Subsequent amendments have been made by Council to reflect changes in the budget as required by law.

l. Use of estimates

The consolidated financial statements of the City have been prepared by management in accordance with Canadian generally accepted accounting principles as prescribed by the Public Sector Accounting Board. As such, management is required to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. These estimates and assumptions are based on the City's best information and judgment and may differ significantly from actual results. The financial statements have, in the opinion of management been prepared using careful judgment within the reasonable limits of materiality and within the framework of the accounting policies identified.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

3. Accounts receivable

	2016	2015
Federal Government	\$ 43,302	\$ 73,263
Trade receivables	560,028	1,009,965
Taxes receivable - current	86,512	143,247
arrears	22,050	69,112
	\$ 711,892	\$ 1,295,587

4. Reserve - Municipal Finance Authority

The City issues its debt instruments through the Municipal Finance Authority. As a condition of these borrowings, a portion of the debenture proceeds are withheld by the Municipal Finance Authority as a debt reserve fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the Municipal Finance Authority. These demand notes are contingent in nature and are not reflected in the accounts. The details of the cash deposits and demand notes at the year end are as follows:

	Demand note	Cash deposits	2016	2015
General fund	\$ 57,010	\$ 32,381	\$ 89,391	\$ 75,012
Sewer fund	24,907	13,360	38,267	37,903
Water fund	8,799	5,871	14,670	50,432
	\$ 90,716	\$ 51,612	\$ 142,328	\$ 163,347

5. Accounts payable and accrued liabilities

	2016	2015
Trade payables	\$ 313,158	\$ 494,039
Wages payable	99,715	97,036
	\$ 412,873	\$ 591,075

6. Deferred revenue

	2016	2015
Deferred grants	\$ 3,790	\$ 3,721
Development cost charges	553,230	448,082
Prepaid revenue	178,996	158,534
Refundable deposits	176,309	102,649
	\$ 912,325	\$ 712,986

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

7. Long-term debt

Bylaw number	Purpose	Term remaining	% rate	2016	2015
General fund					
1590	Road upgrades	20	2.100	\$ 467,000	\$ -
1544	Road upgrades	19	2.200	434,088	450,000
1525	Road upgrades	18	3.300	290,626	301,522
1494	Storm system upgrade	27	3.150	802,690	819,083
1502	Road upgrades	17	3.150	608,716	633,415
1503	Road upgrades	17	3.150	183,510	190,956
				2,786,630	2,394,976
Water fund					
1214	System construction	1	4.820	19,564	38,196
1195	System construction		7.250	-	40,542
				19,564	78,738
Sewer fund					
1259	Sewage treatment plant	3	2.100	67,644	88,268
1474	System upgrade	15	3.250	327,244	342,959
1475	System upgrade	15	3.250	163,622	171,479
				558,510	602,706
Total long-term debt - all funds				\$ 3,364,704	\$ 3,076,420

The municipality is committed to principal requirements, including sinking fund additions, over the next 5 years as follows:

	General fund	Water fund	Sewer fund
2017	\$ 95,660	\$ 19,564	\$ 46,072
2018	99,231		48,028
2019	102,936		50,068
2020	106,780		27,575
2021	110,770		20,149
2022 and subsequent periods	2,271,253		366,618
	\$ 2,786,630	\$ 19,564	\$ 558,510

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

8. Tangible capital assets

	Cost	Accumulated amortization	2016	2015
General fund				
Land	\$ 1,664,301	\$	\$ 1,664,301	\$ 1,659,516
Building sites and parks	2,554,282	(1,359,413)	1,194,869	1,251,959
Engineering structures	604,742	(217,792)	386,950	100,352
Furniture & equipment	55,170	(10,778)	44,392	22,836
Hydrants	186,643	(141,764)	44,879	47,654
Mobile equipment	2,255,786	(1,150,682)	1,105,104	1,034,381
Planters	118,329	(79,321)	39,008	43,538
Roads	15,166,603	(6,106,730)	9,059,873	7,077,320
Storm sewers	7,690,216	(4,044,175)	3,646,041	2,266,623
Assets under construction				1,745,867
	30,296,072	(13,110,655)	17,185,417	15,250,046
Water fund				
Buildings	966,257	(583,972)	382,285	404,549
Water mains	9,644,922	(5,996,932)	3,647,990	3,289,253
Water system	3,935,229	(2,417,012)	1,518,217	1,620,565
Assets under construction				111,081
	14,546,408	(8,997,916)	5,548,492	5,425,448
Sewer fund				
Buildings	133,966	(43,539)	90,427	93,776
Sanitary sewer system	4,696,505	(2,154,443)	2,542,062	2,634,232
Sewer mains and lift stations	5,070,265	(2,461,534)	2,608,731	2,589,642
Assets under construction				5,558
	9,900,736	(4,659,516)	5,241,220	5,323,208
	\$ 54,743,216	\$ (26,768,087)	\$ 27,975,129	\$ 25,998,702

9. Commitments and subsequent events

- (a) The amount of vacation and banked time pay has been accrued and is included in accounts payable for the current year. The estimated total liability for wages and benefits at December 31, 2016 is approximately \$99,715 (2015 - \$97,036). Of this amount \$79,576 (2015 - \$76,137) has been accrued and included in accounts payable and accrued liabilities.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

10. Contingent Liabilities

- (a) **Regional District of North Okanagan:** The City is a member of the Regional District of North Okanagan and is liable for its portion of any operating deficits or long-term debt related to functions in which it participates.
- (b) **Municipal Insurance Association of BC:** Commencing December 31, 1987, the City of Enderby entered into a self insurance scheme with British Columbia municipalities and regional districts. The City is obliged under the scheme to pay a percentage of its fellow insured's losses. The City pays an annual premium, which is anticipated to be adequate to cover any losses incurred.
- (c) **Pension Liabilities:** The Municipality and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing Plan members and employers, is responsible for administering the plan, including investment of the assets and administration of the benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2015, the Plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent actuarial valuation for the Municipal Pension Plan as of December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis.

The Corporation for the City of Enderby paid \$77,650 (2015 - \$68,706) for employer contributions to the plan in fiscal 2016.

The next valuation will be as at December 31, 2018 with results available in 2019.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

11. Taxation

Taxation revenue comprises the following amounts raised less transfers:

	Budget	2016	2015
Taxation			
General municipal purposes	\$ 1,346,337	\$ 1,318,500	\$ 1,295,547
1% utility taxes	54,484	54,613	53,141
Water parcel	255,534	254,924	231,987
Sewer parcel	225,888	226,477	223,665
Collections for other governments			
School District	905,233	909,849	923,388
Policing	138,000	138,816	137,548
Regional District	329,823	331,595	361,177
Regional Hospital District	109,369	109,957	110,261
Municipal Finance Authority	78	78	76
B.C. Assessment Authority	22,649	22,786	23,878
Okanagan Regional Library	99,530	100,074	101,292
	3,486,925	3,467,669	3,461,960
Transfers			
School District	905,233	909,849	923,388
Policing	138,000	138,816	137,548
Regional District	329,823	331,595	361,191
Regional Hospital District	109,369	109,957	110,250
Municipal Finance Authority	78	78	76
B.C. Assessment Authority	22,649	22,786	23,878
Okanagan Regional Library	99,530	100,074	101,293
	1,604,682	1,613,155	1,657,624
	\$ 1,882,243	\$ 1,854,514	\$ 1,804,336

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

12. Government grants and transfers

	Budget	2016	2015
Federal			
Community works fund - Gas tax	\$ 176,185	\$ 176,185	\$ 170,446
Provincial			
Conditional	-	2,562	748,274
Fortune Parks - conditional	3,721	10,276	31,697
Sewer debt - conditional	-	3,744	-
Small communities protection	431,000	444,525	462,824
Street lighting	1,100	1,134	1,111
	<u>435,821</u>	<u>462,241</u>	<u>1,243,906</u>
Other			
Animal control	6,024	19,232	20,059
Cemetery	24,358	38,798	40,068
Fortune Parks	713,080	713,080	775,017
	<u>743,462</u>	<u>771,110</u>	<u>835,144</u>
	<u>\$ 1,355,468</u>	<u>\$ 1,409,536</u>	<u>\$ 2,249,496</u>

13. Sales of Service

	Budget	2016	2015
Animal control	\$ 8,870	\$ 9,438	\$ 6,755
Building permits	29,930	75,553	650
Business licenses	13,385	13,432	13,692
Cemetery	13,000	20,432	13,599
Fire protection	158,471	105,607	80,753
Fortune Parks	178,718	177,641	179,963
Garbage collection and disposal	99,097	98,944	95,834
Sewer user fees	486,234	495,427	553,606
Water user fees	425,055	451,478	510,714
	<u>\$ 1,412,760</u>	<u>\$ 1,447,952</u>	<u>\$ 1,455,566</u>

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

14. Expenditures by object

	Budget	2016	2015
Advertising and publications	\$ 12,150	\$ 11,990	\$ 10,303
Amortization		1,260,697	1,214,061
Contracted services	378,377	386,051	297,131
Council grants	178,399	174,349	116,071
Insurance	76,899	80,502	73,346
Interest and bank charges	152,881	140,873	146,651
Maintenance	1,088,029	991,125	1,200,487
Materials and supplies	382,587	206,911	158,554
Professional fees	23,555	21,032	25,104
Salaries and benefits	1,274,171	1,247,396	1,230,707
Training, travel and conferences	78,546	63,799	60,229
Other costs	11,993	11,523	11,871
	<u>\$ 3,657,587</u>	<u>\$ 4,596,248</u>	<u>\$ 4,544,515</u>

15. Financial instruments

The City's financial instruments consist of cash, temporary investments, accounts receivable, accounts payable, deferred revenue, deposits and long term debt. The fair values of these financial instruments approximate their carrying values. It is management's opinion that the City is not exposed to significant interest, currency or credit risks arising from these financial instruments.

16. Comparative figures

Certain comparative figures have been reclassified to conform to the financial presentation adopted for the current year.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

17. Segmented information

The City of Enderby is a municipal government that provides a range of services to its citizens. For management reporting purposes the City's operations and activities are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

City services are provided by departments and their activities are reported in these funds. Certain departments have been separately disclosed in the segmented information, along with the services they provide, as follows:

General government services - Legislative, administration and finance

The function of the legislative department including mayor and council is to set bylaws and policies for the governance of the City in accordance with the Community Charter. The function of the Administration Department is to coordinate the operation of the municipality in accordance with policies set by Council. The Administration Department is responsible for functions such as personnel, organizational changes, employee review and training, manpower planning, strategic planning, information systems, GIS and records management. The mandate of the Finance Department is to achieve excellence in customer service through the efficient and effective use of technology and personal service. Also, to provide operational efficiency, financial planning and accountability through the application of sound accounting practices and internal control. The Finance Department is responsible for functions such as financial records reporting and safekeeping; investment of municipal funds; advice and guidance to Council and Administration on financial matters; financial planning and budget development and analysis; property tax and utility user fee notification and collection; accounts payable and receivable; payroll, pension and benefits administration; records maintenance of tickets, fines and other municipal business.

Protective services - Fire and animal control services

The mandate of the Fire Department is to provide fire suppression service; fire prevention programs; training and education related to prevention, detection or extinguishment of fires. The mandate of Animal Control is to control the animal population and the issuance of dog licenses.

Public works services

The public works department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, and street lighting.

Environmental health services

The mandate of environmental health services is to provide for the collection, disposal and recycling services; and waste minimization programs of solid waste.

Community development services

Community development provides services to manage urban development for business interests, environmental concerns, heritage matters, local neighbourhoods and downtown, through City planning, community development, parks and riverbank planning. It ensures an acceptable quality of building construction and maintenance of properties through enforcement of construction codes, building standards and bylaws for the protection of occupants. It facilitates economic development by providing services for the approval of all land development plans, the application and enforcement of zoning bylaws, and the processing of building permit applications.

Recreational and cultural services

The recreational and cultural services mandate in cooperation with the Regional District is to provide for the maintenance of parks and open space.

Area F Services

The City administers Fortune Parks, Animal Control & Cemetery services for the citizens of Area F.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2016

18. Segmented Information (cont'd)

Water supply and services

The water department provides for the delivery of safe drinking water to the citizens of Enderby.

Sewer services

The sewer department provides for the collection and treatment of wastewater.

Certain allocation methodologies are employed in the preparation of segmented financial information. The General Revenue Fund reports on municipal services that are funded primarily by taxation such as property and business tax revenues. Taxation and payments-in-lieu of taxes are apportioned to General Revenue Fund services based on the Fund's net surplus. Certain government grants, transfers from and to other funds, and other revenues have been apportioned based on a percentage of budgeted expenses.

The accounting policies used in these segments are consistent with those followed in preparation of the consolidated financial statements as disclosed in Note 2. For additional information see the Consolidated Schedule of Segment Disclosure - Service (Schedule 1).

THE CORPORATION OF THE CITY OF ENDERBY
 Consolidated Schedule of Segment Disclosure - Service

For the year ended December 31, 2016

Schedule I

	General revenue fund							Sewer services	Water supply	Other general services	2016 Consolidation
	General government	Protective services	Transportation services	Environmental health services	Area F services						
Revenues											
Taxation	\$ 1,373,113	\$	\$	\$	\$	\$	\$	\$ 254,924	\$ 226,477	\$	\$ 1,854,514
Grants and subsidies	178,747		445,659		781,386			3,744			1,409,536
Sales of services	88,984	105,607		98,944	207,512			451,478	495,427		1,447,952
Other revenue from own sources	93,094										93,094
Interest and penalties	117,358							35,388	13,638		178,118
Developer contributions	331,811				4,248		7,486	47,450	63,893		443,154
Restricted revenues recognized					4,800						4,800
	2,183,107	105,607	445,659	98,944	997,946	7,486	789,240	803,179	5,431,168		
Expenses											
Advertising and publications	6,886				5,104						11,990
Amortization	58,046	81,407	526,721		41,293		321,409	231,821			1,260,697
Contracted services	83,196	15,459		94,613	72,472	106,961	6,984	6,366			386,051
Council grants	9,400				164,949						174,349
Insurance	60,488				20,014						80,502
Interest and bank charges	85,184						29,595	26,094			140,873
Maintenance	35,961	99,745	277,104		204,962		195,160	178,193			991,125
Material and supplies	26,131	4,857	6,255	394	98,216		59,425	11,633			206,911
Professional fees	20,494				538						21,032
Salaries and benefits	434,817	70,120	166,127	2,527	295,791	3,217	156,470	118,327			1,247,396
Training, travel and conferences	27,414	30,094	163		853		3,351	1,924			63,799
Transfers	(118,584)	(40,881)			48,250		75,246	47,492			11,523
	729,433	301,682	935,489	97,534	952,442	110,178	847,640	621,850	4,596,248		
Excess (deficiency) of revenue and expenses	1,453,674	(196,075)	(489,830)	1,410	45,504	(102,692)	(58,400)	181,329			834,920
Loss on disposal of tangible capital assets	(103,575)										(103,575)
Annual surplus	\$ 1,350,099	\$ (196,075)	\$ (489,830)	\$ 1,410	\$ 45,504	\$ (102,692)	\$ (58,400)	\$ 181,329	\$ 731,345		

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Schedule of Segment Disclosure - Service

Schedule I (cont'd)

For the year ended December 31, 2015

	General revenue fund							2015 Consolidation	
	General government	Protective Services	Transportation Services	Environmental health services	Area F services	Other general services	Water supply		Sewer services
Revenues									
Taxation	\$ 1,348,684	\$	\$	\$	\$	\$	\$	\$	\$ 1,804,336
Grants and subsidies	918,720		463,935		866,841				2,249,496
Sales of services	14,342	80,753		95,834	200,317		510,714	553,606	1,455,566
Other revenue from own sources	68,998								68,998
Interest and penalties	132,541		60,162		4,532		32,570	15,440	191,333
Restricted revenues recognized									60,162
	2,483,285	80,753	524,097	95,834	1,071,690	6,250	775,271	792,711	5,829,891
Expenses									
Advertising and publications	6,356				3,947				10,303
Amortization	60,243	62,160	504,803		33,925		322,158	230,772	1,214,061
Contracted services	9,628	14,556		93,621	67,793	98,717	10,861	1,955	297,131
Council grants	10,379				105,692				116,071
Insurance	50,931				22,415				73,346
Interest and bank charges	82,281				288		35,840	28,242	146,651
Maintenance	48,988	74,752	418,472		203,969		249,912	204,394	1,200,487
Material and supplies	35,138	4,113	2,523	134	100,952		2,920	12,774	158,554
Professional fees	25,104								25,104
Salaries and benefits	422,275	54,786	188,629	2,001	275,964	2,485	164,920	119,647	1,230,707
Training, travel and conferences	34,523	21,478	20		786		185	3,237	60,229
Transfers	(117,094)		(37,005)		49,243		69,187	47,540	11,871
	668,752	231,845	1,077,442	95,756	864,974	101,202	855,983	648,561	4,544,515
Excess (deficiency) of revenue and expenses	1,814,533	(151,092)	(553,345)	78	206,716	(94,952)	(80,712)	144,150	1,285,376
Loss on disposal of tangible capital assets	(45,671)								(45,671)
Annual surplus	\$ 1,768,862	\$ (151,092)	\$ (553,345)	\$ 78	\$ 206,716	\$ (94,952)	\$ (80,712)	\$ 144,150	\$ 1,239,705

THE CORPORATION OF THE CITY OF ENDERBY

Enderby/Area F Services

For the year ended December 31, 2016

Schedule II

	Fortune Parks	Animal control	Cemetery	2016	2015
Revenue					
Grants and subsidies	\$ 723,356	\$ 19,232	\$ 38,798	\$ 781,386	\$ 866,841
Sale of services	177,642	9,438	20,432	207,512	200,317
Interest and penalties	2,976	262	1,010	4,248	4,532
Recognition of restricted revenues	4,800			4,800	
	908,774	28,932	60,240	997,946	1,071,690
Expenditures					
Advertising	5,104			5,104	3,947
Amortization	41,293			41,293	33,925
Contracted services	61,700	10,772		72,472	67,793
Grants	160,469		4,480	164,949	105,692
Insurance	20,014			20,014	22,415
Interest and bank charges					288
Maintenance	183,952	2,304	18,706	204,962	203,969
Materials and supplies	98,216			98,216	100,952
Professional fees	538			538	
Salaries and benefits	287,798	1,122	6,871	295,791	275,964
Training, travel and conferences	853			853	786
	859,937	14,198	30,057	904,192	815,731
Annual surplus (deficit)	\$ 48,837	\$ 14,734	\$ 30,183	\$ 93,754	\$ 255,959
Transfer to/from general fund					
Computer support	\$ 8,143	\$	\$	\$ 8,143	\$ 8,055
Finance overhead charges	22,090	2,267	5,302	29,659	29,290
Insurance allocation	2,285		572	2,857	2,857
Public works equipment allocation			3,739	3,739	5,231
Lease		3,852		3,852	3,810
	32,518	6,119	9,613	48,250	49,243
Net change in financial assets	16,319	8,615	20,570	45,504	206,716
Opening surplus	284,658	25,032	94,752	404,442	387,315
Debt principal repayments					(23,400)
Capital expenditures	(143,250)			(143,250)	(209,042)
Transfer to reserves	(29,494)		(3,500)	(32,994)	8,928
Transfer to/from capital	41,293			41,293	33,925
Area F accumulated surplus	\$ 169,526	\$ 33,647	\$ 111,822	\$ 314,995	\$ 404,442

THIS PAGE INTENTIONALLY BLANK

RDNO Building Permits Issued by Date Range

Category: **BUILDING PERMITS**

Type: **ALL**

Area: **CITY OF ENDERBY**

From Date: **Feb 1, 2017** To Date: **Feb 28, 2017**

Report Code	Folder Number / Ref. / Folio	Status	Issued Date	Completed Date	Unit	House	Street	New Units / SQM	Value
-------------	------------------------------	--------	-------------	----------------	------	-------	--------	-----------------	-------

ACCESSORY BUILDING

NEWACC	BP024337 17-0031-END-BP 208.0631.100	ACTIVE	Feb 21, 2017				143 SALMON ARM DR	0 0	25,000.00
--------	--------------------------------------------	--------	--------------	--	--	--	-------------------	--------	-----------

Report Code Totals **Permits: 1** 0 25,000.00

Folder Type Totals **Permits: 1** 0 25,000.00

Report Totals **Permits: 1** 0 25,000.00

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2017 Month: 02

Folder Type	2017 / 02			2016 / 02			2017 to 02			2016 to 02		
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value
ACCESSORY BUILDING	1	0	25,000	0	0	0	1	0	25,000	0	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0	0	0	0	0
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	1	0	5,000	0	0	0	1	0	5,000	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0	0	0	0	0
Report Totals	<u>2</u>	<u>0</u>	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

City of Enderby
619 Cliff Ave., P.O. Box 400
Enderby, BC V0E 1V0
Attn: Mayor Greg McCune and City Council

January 6, 2017

Dear Sirs: **Re: Canada's 150th celebration – Public Art**

The Enderby & District Arts Council (EDAC) is interested in exploring the possibility of EDAC funding a Public Art installation as our contribution to Canada's 150th celebrations in the City of Enderby.

We would welcome suggestions from City Council which would fall within the City's Public Art Guidelines.

Sincerely,

Diana Inselberg

President
Enderby & District Arts Council
250-838-2141
contact@enderbyartscouncil.ca

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Assistant Corporate Officer
Date: March 15, 2017
Subject: Request from Enderby Army Cadets to Use City Hall Parking Lot

RECOMMENDATION

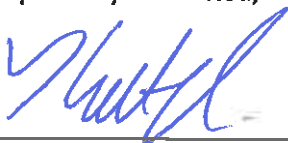
THAT Council approves the Enderby Army Cadets' request to use the City Hall parking lot for a bottle drive on April 8, 2017 from 10:00 am - 3:00 pm, subject to the Cadets providing proof of liability insurance with the City as a named insured.

BACKGROUND

The City of Enderby has received a request from the Enderby Army Cadets to use the City Hall parking lot on April 8, 2017 from 10:00 am - 3:00 pm for the purposes of a bottle drive fundraiser; the Cadets made a similar request in the spring of 2016 which Council approved.

Staff are recommending that approval of the aforementioned request be subject to the Enderby Army Cadets providing proof of public liability insurance with the City as a named insured, which is typical requirement for events taking place on public property.

Respectfully Submitted,



Kurt Inglis
Planner and Assistant Corporate Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Assistant Corporate Officer
Date: March 15, 2017
Subject: Enderby Arts Festival 2017 - Temporary Road Closure

RECOMMENDATION

THAT Council receives the Enderby & District Arts Council's Temporary Road Closure application for information.

BACKGROUND

The Enderby & District Arts Council has submitted a Temporary Road Closure application (attached) for the Enderby Arts Festival scheduled for Saturday July 29, 2017.

As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the application. As the Enderby & District Arts Council's insurance is not due for renewal until June 2017, a certificate of insurance will be provided at that time; the City is a named insured on the Arts Council's current insurance policy.

Respectfully Submitted,



Kurt Inglis
Planner and Assistant Corporate Officer

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 + DISTRICT ARTS COUNCIL

Name of Contact Person NEIL FIDLER

Telephone or Email nfidler@shaw.ca 250-838-0577

Name of Event ENDERBY ARTS FESTIVAL

Date(s) of Closure SATURDAY JULY 29

Start time for Closure 6AM End time for Closure 5PM

Location of Closure CLIFF AVE GEORGE ST TO OLD VERNON RD
BELVEDERE ST CLIFF TO MILL

Required Attachments

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

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

Authorized Signatory *Neil Fidler* Date March 13 2017

Do Not Complete - For Administrative Purposes		
Approved by <u><i>Neil Fidler</i></u>	Date <u>March 15, 2017</u>	
Certificate of Insurance	<input checked="" type="radio"/> Yes	No N/A
Map	<input checked="" type="radio"/> Yes	No N/A
Petition of Affected Business Owners	<input checked="" type="radio"/> Yes	No <u>N/A</u>

2017 ARTS FESTIVAL

