

COMMITTEE-OF-THE-WHOLE MEETING OF COUNCIL

AGENDA

DATE: Monday, March 20, 2017
TIME: 4:00 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Committee-of-the-Whole Minutes of March 6, 2017](#)

3. DELEGATION

Curtis Hodges, Monaghan Engineering and Consulting Ltd
Re: Salmon Arm Drive Concept Design

[Salmon Arm Drive Rehabilitation – Concept Design and Funding Formula](#) – Memo
from Chief Administrative Officer date March 16, 2017

4. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Committee-of-the-Whole Meeting** of Council held on Monday, March 6, 2017 at 4:00 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
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

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

Carried

ADOPTION OF MINUTES

Committee-of-the-Whole Meeting Minutes of February 20, 2017

Moved by Councillor Case, seconded by Councillor Knust that the minutes of the Committee-of-the-Whole meeting of February 20, 2017 be adopted as circulated.

Carried

PORTFOLIO REPORTSCouncillor Baird

- Canada 150 meeting – There is confusion about where the fireworks is taking place. The CAO will get clarification from the Fire Chief. It looks like it will be a 3 day event.
- Meeting with ball groups went well.
- AL Fortune students put on a great production of The Lion King.

Councillor Shishido

The new facilities manager for Splatsin is Shawn Johansson.

Councillor Davyduke

- The students of AL Fortune did an amazing job of The Lion King.
- Interagency meeting last week. Street nurse from Vernon made a presentation on the street issues out there and will be back to train interested groups in dealing with the fentanyl crisis.

- Attended a Fire Training Centre Policy Board Meeting. Transition of management structure taking place at FTC. The FTC was highly used last year with 202 events; their main focus is on training however. The Chair will be meeting with Policy Committee soon as contract ends later this year.
- Councillors to advise Clerk-Secretary if registration needed for SILGA.

Councillor Knust

- Training for use of naloxone to treat fentanyl overdose will take place March 23rd after the Interagency meeting. There will be a 3 hour suicide prevention session on April 20th or 21st.
- Seed Swap is now a part of FACT. Plans being made for expansion of HUT. Gleaning program would benefit the community by having picked crops shared equally between the pickers, the growers, and the HUT.
- Fire Hall has received its new SCBA (breathing apparatus).

Councillor Case

- Meeting with ball user groups was productive. Groups have agreed to higher user fees for the maintenance of the outfields. Seeking their input for the Master Parks Plan – Diamond 4 needs rehab; Diamonds 1 & 2 need re-work; and lighting for Diamond 4 is a longer term request. Sheryl Hay did a great job getting the user groups together and engaged in discussions.
- Funtastic will have 40 teams this year. Left over funds from last year are available for renewal of Diamond 4 plus providing help for youth teams, fixing of the fence, and possibly a batting cage. CAO will work with EDSC funds plus Funtastic to try to make the batting cage doable this year. Diamonds 1 & 2 will be addressed this spring, and Diamond 4 at the end of the season.
- If the Canada 150 fireworks are being considered for Riverside Park as in the past, it needs to be considered as the park will be full of campers associated with Funtastic.

ADJOURNMENT

Moved by Councillor Davyduke, seconded by Councillor Shishido that the Committee-of-the-Whole meeting adjourn at 4:33 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

CotW
agends

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: March 16, 2017
Subject: Salmon Arm Drive Rehabilitation – Concept Design and Funding Formula

RECOMMENDATION

THAT Council endorses the concept design proposed for the rehabilitation of Salmon Arm Drive;

AND THAT Council endorses the formula proposed for funding the rehabilitation of Salmon Arm Drive.

BACKGROUND

Salmon Arm Drive has been identified as the next road in the City's inventory that is proposed for reconstruction. Salmon Arm Drive is a significant collector road for residential neighbourhoods east of George Street (Highway 97A). It collects traffic from Gunter-Ellison, West Enderby, Northern Avenue/Street/Crescent, and Preston Crescent/Preston West neighbourhoods. It connects residents with the elementary school and ultimately the highway (via Knight Avenue) on its eastern extent. It also links with another significant collector road, Cliffview Drive, near to its western extent.

The road and the underground utilities are at or near the end of life. There are ongoing issues with road base and surface failures which have led to high operations and maintenance costs. The sanitary sewer is in poor condition and suffers from root intrusions and inconsistent grade, which produces "bellies" of ponded wastewater, among other things. In certain areas, the sewer mains were not traversable by the robotic utility camera that was identifying service connection locations and performing a condition assessment earlier in the spring. The drainage system consists of a mixture of culvert and ditch, with some notable drainage problems at its westerly extent as well as on the inside corner of the road that is roughly northeast of the elementary school, where the ditch lacks sufficient capacity.

In addition to serving as a collector road, the neighbourhoods fronting onto Salmon Arm Drive have been identified as prime for higher-density redevelopment due to large lot sizes and a very favourable location relative to amenities, schools and so forth. Positive development pressures have already been expressed in this area on several occasions, and it is anticipated that this will continue.

Description of Project

Given the extent of the work, it is intended that the work will occur over two years. In addition to timing viability, this work window also puts the City in a better financial position as it can fund the work across two fiscal years. The anticipated costs for the project are \$3,578,198, although Council should be aware that this estimate is still at the conceptual stage and will be refined as detailed design proceeds.

The design philosophy for the reconstruction of Salmon Arm Drive has been rehabilitation rather than beautification. Departures from rehabilitation strictly conceived generally involve achieving bylaw and industry standards on fire flows and street lighting, respectively, and providing functional, incremental improvements in support of walkability and safety objectives. As a result, the road infrastructure will generally be quite similar to what is presently in place, albeit new. There will be a full removal and replacement of the sanitary and water mains. The water system will be upgraded to improve fire flows to a multi-family residential density along the main (90 litres per second) and, after the water main loop is finished with the distribution segment between Red Rock Crescent and Preston Crescent, similar fire flows will be available to most of the neighbouring areas. Drainage will generally be conveyed by improved ditching, except in a few locations where there is insufficient space due to the grade of the slope on the property side; in those areas, curb and gutter will be used for drainage. There will be some oversizing of storm mains on the eastern extent of Salmon Arm Drive to add detention capacity that will help manage flows associated with larger storm events. The multi-use pathway, which is separate from road grade, will also be reconstructed.

There are several features where this project visibly departs from the existing infrastructure standard:

1. Sidewalk will be added between the easterly and westerly accesses to the multi-use path. As the multi-use path is located significantly higher than the road grade between the accesses, this addition is intended to resolve connectivity and safety issues for residents located between the two accesses who currently access the path by walking in the road boulevard (which can become very narrow, and even non-existent, during the winter when snow storage and windrows occupy much of it). This will improve connectivity and safety for residents while enhancing walkability in and through the neighbourhood.
2. Stand-alone street lights will replace the davits affixed to hydro poles. Improvements will be made to the spacing of the street lights to achieve industry standards for luminescence.
3. The multi-use path will be independently lit to improve walkability and safety given the grade differential between front of walk and edge of road.
4. At the westerly access to the multi-use path, a crosswalk will be installed along with a raised speed table to calm traffic. The speed table will be similar to what is found at the easterly pedestrian crossing adjacent to the elementary school.

5. A small lock-block wall will be installed on the inside corner of Salmon Arm Drive where it is roughly northeast of the elementary school. This is required due to the steepness of the slope relative to road grade, as there is insufficient room to realign the multi-use path such that the slope may be decreased.

Attached to this memorandum is an overview plan, typical cross-sections, and an overview of utilities. Council should note that the plans are presently at the concept design stage, and will be refined as the project moves into the detailed design stage.

Proposed Funding Formula

As the works are designed to occur across a two-year span, this provides flexibility for the City in terms of its financing strategy. Attached to this memorandum is a proposed funding formula for the works. The funding sources include taxation, frontage tax, reserves including asset management funds, Gas Tax revenues, and prior-year's surplus. Note that the project assumes a 50/50 division between the first and second years; this assumption will be refined in the detailed design stage and, if funding requirements are front-loaded in the first year, surplus will be used to cover that value for the balance of the fiscal year.

During the Phase 2 works, a short-term borrowing solution will be required for approximately \$522,975. Rather than borrow from the Municipal Finance Authority, as is typical, staff are proposing instead an internal loan pursuant to section 189 of the *Community Charter*. An internal loan is made between reserve funds, of which the City has three: general, water, and sanitary sewer.

Pursuant to the legislation, an internal loan must be paid back with interest to the utility reserve(s) from which it is borrowed. It must also be paid back upon demand (should that occur, the City would then undertake short-term borrowing through the Municipal Finance Authority). Given that this pay-back requirement could trigger a need for short-term borrowing through the Municipal Finance Authority, staff are recommending that the internal loan be established with a similar 5-year term so that cash flows are protected. Short-term borrowing does not require elector approval through referendum or alternative approval process.

The City is able to do this because some of the infrastructure projects that it is saving towards are on a longer-term time horizon (which has been positively affected by the City's demand-side management, or conservation, initiatives) and it has been proactively reserving funds in its asset management accounts for that purpose. The advantage of this is that, rather than paying the interest to an external lender, the interest is paid to a City fund, which will ultimately help to augment reserves by an estimated \$22,749 in interest revenues, which will assist in dealing with the City's infrastructure deficit.

Whether the City borrows from the Municipal Finance Authority or performs an internal loan, the net impact will be a reduction of \$100,000 per annum for the 5-year term from the total value that the City annually contributes towards capital renewal. Once this occurs, the annual available value for capital renewal will be approximately \$540,000. This contribution also typically forms part of the local contribution that is leveraged into senior government grant opportunities. The consequence of this is that capital renewal projects may be smaller in scale

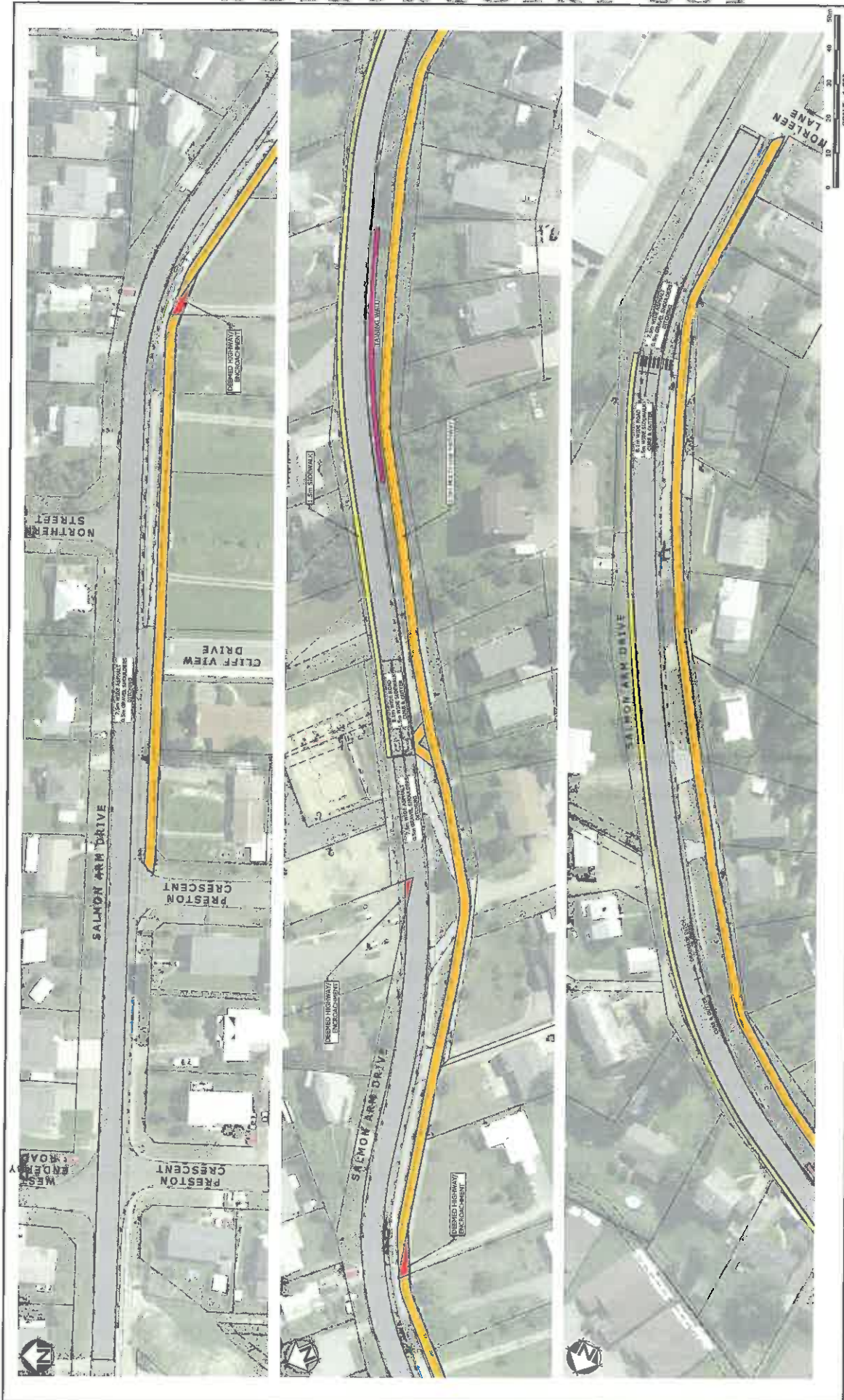
for the near term. It is not anticipated that this will compromise the City's ability to leverage into grant opportunities. The servicing costs for the internal loan will result in up to a 0.6% tax increase in 2018, although this may be offset by other savings in the 2018 budget.

Attached to this memorandum is an overview of the proposed funding formula for the rehabilitation of Salmon Arm Drive.

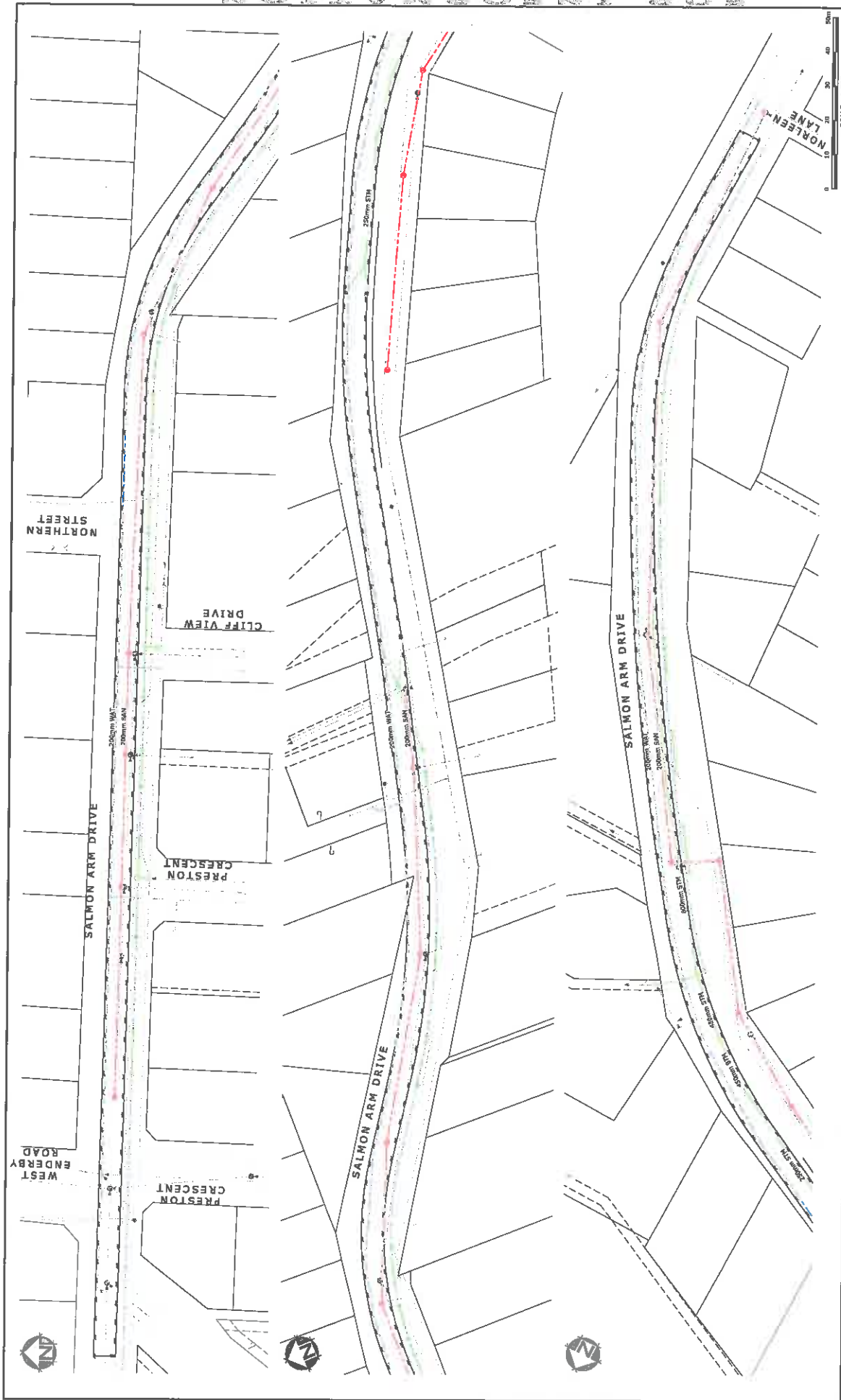
Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



<p>DATE: 2017 MAR DESIGNED BY: CH CHECKED BY: CFS SCALE: 1:500</p>		<p>PROJECT NO.: 1384-LE CONTRACT NO.: SHEET NO.: 1 OF 3 SHEET TITLE: A</p>	
<p>MONAHAN ANDERSON ENGINEERING LTD.</p> <p>3710B 28th Street, Vernon, BC, V1T 9X2 Ph: (250) 563-1033 Fax: (250) 563-1024</p>		<p>CITY OF ENDERBY SALMON ARM DRIVE OVERVIEW PLAN</p>	
<p>LEGEND:</p> <ul style="list-style-type: none"> ASPHALT ROAD 3.5m SIDEWALK NEW SIDEWALK ENHANCEMENT EXISTING SIDEWALK EXISTING SIDEWALK EXISTING SIDEWALK 		<p>SCALE: 1:500</p> <p>0 10 20 30 40 50</p>	



LEGEND:

- DRAINAGE DITCH
- NEW ASPHALT
- NEW WATER MAIN
- NEW SEWER MAIN
- NEW STORM MAIN
- NEW SIDEWALK

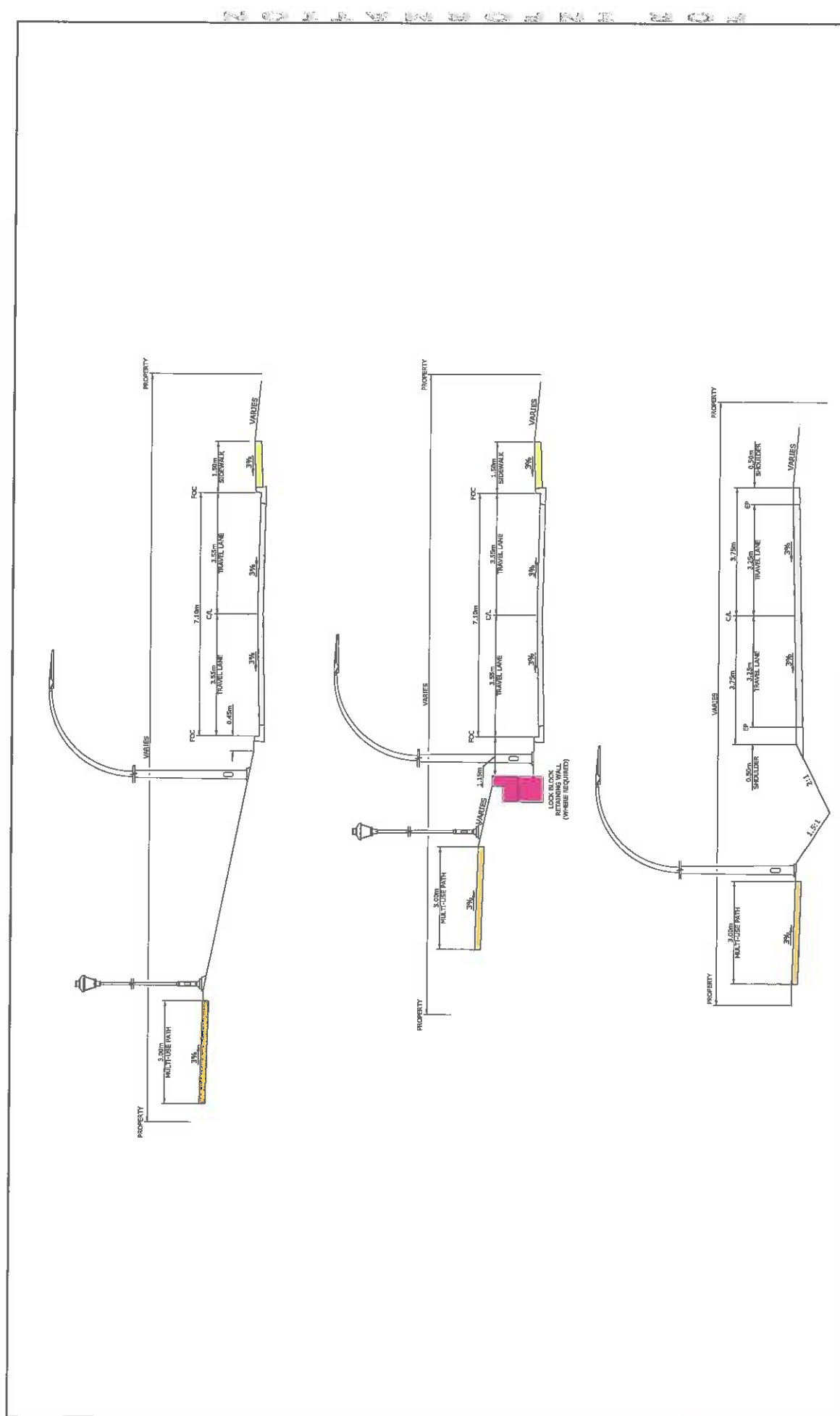
DATE: 2017 MAR 23
 DRAWN BY: [Name]
 CHECKED BY: [Name]

MONAHAN ENGINEERING LTD.
 371.09 28th Street, Vernon, BC, V1T 9K2
 Ph: (250) 803-1023 Fax: (250) 803-1024

CITY OF ENDERBY
 SALMON ARM DRIVE
 OVERVIEW
 UTILITIES

PROJECT No. 158416
 DRAWING No. [Number]
 SHEET No. 2 of 3
 DATE: [Date]
 SCALE: 1:500

ISSUED: 2017-03-23 14:28
 LAYOUT: 2017-03-23 14:28
 CHECKED: [Name]
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 FILE: [Path]



PROJECT: 1584.15 Client File No.: Sheet No.: 3 of 3 Drawing No.: 594-003		CITY OF ENDERBY SALMON ARM DRIVE TYPICAL CROSS SECTIONS													
		MONAHAN ENGINEERING LTD. 3710B 28th Street, Vernon, BC, V1T 9S2 Ph: (250) 903-1023 Fax: (250) 903-1024													
Scale: N.T.S. Date: 2017 MAR Designed: CH Drawn: CTE Checked: CH	Rev <table border="1"> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>					LEGEND: <table border="1"> <tr> <td>[Symbol]</td> <td>Asphalt (Road)</td> </tr> <tr> <td>[Symbol]</td> <td>1.5m Sidewalk</td> </tr> <tr> <td>[Symbol]</td> <td>2.5m Multi-Use Pathway</td> </tr> <tr> <td>[Symbol]</td> <td>Retaining Wall</td> </tr> </table>		[Symbol]	Asphalt (Road)	[Symbol]	1.5m Sidewalk	[Symbol]	2.5m Multi-Use Pathway	[Symbol]	Retaining Wall
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[Symbol]	Retaining Wall														
DATE: 2017-03-10 TIME: 10:13 AM PROJECT: 1584.15 CLIENT: City of Enderby		DATE: 2017-03-10 TIME: 10:13 AM PROJECT: 1584.15 CLIENT: City of Enderby													

**Salmon Arm Drive Rehabilitation
1584.16
City of Enderby
Conceptual Cost Estimate - Option 2
March 6, 2017**

(All prices and Quotations including the Contract Price shall include all Taxes, but shall not include GST. GST shall be shown separately.)

SUMMARY SHEET	Engineer's Estimate
03 Concrete	\$246,050.00
26 Electrical	\$182,000.00
31 Earthworks	\$296,320.00
32 Roads and Site Improvements	\$791,090.00
33 Utilities - Waterworks	\$464,600.00
33 Utilities - Sanitary Sewers	\$443,950.00
33 Utilities - Storm Sewers	\$261,450.00
Miscellaneous	\$67,000.00
TENDER PRICE	\$2,752,460.00
Contingency & Engineering (30%)	\$825,738.00
SUBTOTAL	\$3,578,198.00
GST @ 5%	\$178,909.90
TENDER PRICE (including GST)	\$3,757,107.90

TOTAL PRICE (including GST)

Curb & gutter north side - only between the two ped crossings
Sidewalk on north side - only between the two ped crossings
Ditch on south side, except Curb & Gutter along lock block wall
(@ proposed wall from 141 to 153 Salmon Arm Dr)

City of Enderby
2017/2018 Capital Project Funding
Salmon Arm Drive

Phase 1	Funds			Total
	General	Water	Sewer	
Taxation/User Fees	177,747	15,265	38,500	231,512
Reserves				
- Streets	145,770			145,770
- Acc YTD	202,027			202,027
- Asset Management	273,987			273,987
- Sewer			250,068	250,068
- Water		286,725		286,725
Gas Tax	397,058			397,058
Surplus	1,953			1,953
Total Project Cost	1,198,542	301,990	288,568	1,789,100

Phase 2	Funds			Total
	General	Water	Sewer	
Taxation/User Fees	177,747	15,265	38,500	231,512
Reserves				
- Streets	70,000			70,000
- Acc YTD	95,979			95,979
- Asset Management	115,798			115,798
- Sewer			250,067	250,067
- Water		286,725		286,725
Gas Tax	184,678			184,678
Surplus	31,364			31,364
Short Term Borrowing	522,975			522,975
Total Project Cost	1,198,541	301,990	288,567	1,789,098

Total	2,397,083	603,980	577,135	3,578,198
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Project Cost	2,397,083	603,980	577,135	3,578,198
Difference	-	-	-	-

Estimate remaining reserves	-	182,773	415,932	
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Short Term Borrowing Costs: Interest Rate 1.45%

Pay over 5 year:	Principal	Interest	Total
2019	104,595.00	7,583.14	112,178.14
2020	104,595.00	6,066.51	110,661.51
2021	104,595.00	4,549.88	109,144.88
2022	104,595.00	3,033.26	107,628.26
2023	104,595.00	1,516.63	106,111.63
	522,975.00	22,749.41	545,724.41

* Principal payments to be repaid through taxation for capital, interest would require ~ 0.6% increase.