

ANNUAL REPORT FOR THE CITY OF ENDERBY

FOR THE YEAR 2008

1. Audited Financial Statements

The 2008 Audited Financial Statements are attached as an addendum to this report.

2. Statement of Permissive Property Tax Exemptions

In accordance with section 98(2)(b) of the Community Charter, the following properties in the City of Enderby were provided permissive tax exemptions by Council in 2008.

Name	Civic Address	Estimate for 2009
Pioneer Place Society	1104 Belvedere Street	\$ 7,518.12
Enderby & District Senior Citizen's Complex Inc No S12884	606 Stanley Avenue	\$ 2,129.49
Enderby & District Senior Citizen's Complex Inc No S12884	1011 George Street	\$ 2,854.09
Enderby Fraternal Hall Society	507 Mill Avenue	\$ 866.35
Royal Canadian Legion Branch # 98	909 Belvedere Street	\$ 1,062.34
Royal Canadian Legion Branch # 98 exempt portion new in 2007	909 Belvedere Street	\$ 2,096.42
St. Andrew's United Church - Trustees	606 Regent Avenue	\$ 834.86
St. Andrew's United Church - Trustees	1110 Belvedere Street	\$ 571.43
Enderby Evangelical Chapel	104 Meadow Crescent	\$ 3,257.94
Synod Diocese Kootenay Armstrong-Enderby Parish	602 Knight Avenue	\$ 887.46
Synod Diocese Kootenay Armstrong-Enderby Parish	608 Knight Avenue	\$ 431.62
Enderby Jehovah Witnesses	115 George Street	\$ 1,747.75
Roman Catholic Pastor/Kamloops	1406 George Street	\$ 1,161.90
Evangelical Chapel	706 Mill Avenue	\$ 1,352.40
Imperial Oil Ltd. (City Hall parking lot)	907 George Street	\$ 2,687.99
City of Enderby (Drill Hall)	208 George Street	\$ 3,891.16
City of Enderby (Drill Hall parking lot)	206 George Street	\$ 609.04
City of Enderby (Drill Hall parking lot)	204 George Street	\$ 991.66
City of Enderby (Riverside Park & House)	112 Kildonan Avenue	\$11,131.15
City of Enderby (Info Centre)	700 Railway Street	\$ 6,244.82
Total Estimate of Taxes for Exemptions for 2009		<u>\$52,327.99</u>

3. Report Respecting Municipal Services and Operations

The City undertook the following initiatives in 2008:

- Development Cost Charge Manual developed to reconcile projects, revenues, rates, bylaws etc.
- Emergency Plan updated.
- Commenced with review and updating of various bylaws. Bylaw index and record system created.
- Provided community support for various initiatives through tax exemptions and grants that included a \$500 grant to the Lions for fireworks, \$20,000 for the Cenotaph revitalization project, \$500 for the salmon run art project, and \$661.50 for Our Town promotional campaign through the Chamber.
- Completed a Fire Inspection service delivery review.
- Participated with the Chamber in a dangerous tree removal project at Riverside Park.
- Developed new service agreements with Splat sin First Nation
- Participated in the Picture BC provincial web site development.
- Conducted the 2008 civic elections.
- Remediation completed at the Capri Hotel in cooperation with Interior Health and through the City Remediation Bylaw.
- Entered into an agreement with the City of Vernon for Hazmat response.
- Community Wildfire Protection Plan 90% complete.
- Developed standard License of Occupation and entered into a number of agreements.
- Participated in a Community-to-Community Forum with Splat sin First Nation.
- Allocated \$4,000 for Safe Communities Program and committed to participation in 2009 subject to other communities participating.
- Committed to provincial Biz Pal program to be incorporated into our new web site.
- Addressed the replacement of benches on the River Walk.
- Water Conservation Plan developed and adopted.
- Sanitary Sewer Effluent Reduction initiatives developed and adopted.
- Participated through NORD in a Mosquito Control program with the application of Vectovac in storm sewer manholes.
- Joint City/Chamber Committee established.
- Enderby/Area F services review commenced.
- Storm Sewer Cleaning and Camera Study grant applied for and received in the amount of \$10,000. Works commenced to be completed in 2009.
- Sanitary Sewer Cleaning and Camera Study grant of \$10,000 received and the work has been completed.
- Equipment replacement plan developed and adopted.
- Purchased two half-ton trucks and a loader.

- First Phase (Portion of Cliffview and Roundabout) of major road/sidewalk upgrade completed with funding received from the federal and provincial governments. Design of phases 2 and 3 completed for tender in early 2009.
- Applied for a \$10,000 drainage study grant.
- Sanitary Treatment Clarifier, Scada and testing equipment project nearly completed.
- Application submitted under the Building Canada Fund for a major water system upgrade.
- New Fire Pumper Purchased.
- First Draft of a new Development Procedure Manual completed.
- The first draft of a 40-year roads life cycle plan completed.
- The background report and data for the long-term water supply and treatment program was updated.
- Continued to work on PSAB implementation.
- Continued to update the GIS.
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4. Declaration and Identification of Disqualified Council Members

None.

5. Status of Goals and Objectives for 2008

Council set the following goals and objectives for 2008:

- Land Use and Procedures – The terms of reference will be to review and provide a recommendation to Council on the Land Use Procedures Bylaw, the review of the draft Subdivision and Servicing Bylaw, the establishment of protocols and procedures for various land use applications, the development of an information brochure(s) and guidelines for public use, and to identify information to be placed on the City of Enderby Web Site.
 - A draft Development Procedure Manual was completed and forwarded to Committee members and developers for review and comment. Comments were received and a final draft was being completed in 2009 reflecting the comments received. The components to be placed on the new Web Site have been identified and will be placed on the site once the manual is completed in early 2009.
- Tangible Capital Asset Program and PSAB – The terms of reference will be to review and report to Council with recommendations on the Tangible Capital Asset Process and the establishment of any new policies resulting from implementation of the recommendations of the Public Service Accounting Board.
 - The required policy has been developed and adopted by Council. The inventory of tangible capital assets continues to evolve. A consultant has developed the inventory for the water network and completed updates based on a review by public works staff. GIS was updated and has been

forwarded to the North Okanagan Regional District to convert to a spreadsheet format for PSAB calculations. The life cycle road analysis and equipment analysis has been completed and will be utilized for PSAB calculations. The camera studies for sanitary and storm sewer will augment information for inventory and PSAB calculations. A.L. Fortune Students have been contracted to inventory signs, lights and catch basins with this work to be completed in 2009.

- Infrastructure and Equipment Life Cycle Replacement Schedules – The terms of reference will be to review and recommend to Council an Infrastructure Priority and Replacement Schedule for the General Fund, Water Fund and Sewer Fund and an Equipment Replacement Schedule.
 - An equipment life cycle plan was completed and approved by Council. A first draft of the roads life cycle plan was completed. The camera study for sanitary sewer is completed and will be utilized to develop a life cycle plan in 2009. The background data and information on the water system has been updated and the 2006 consulting engineering report has been updated and approved by council in support of grant applications. The water conservation plan was completed and adopted by Council. The cleaning and camera work for storm sewer was started and will be completed in 2009.
- Bylaw and Website Update – The terms of reference will be to review the status of existing bylaws and recommend to Council the appropriate updating of bylaws, the use of Municipal Ticketing and Information, bylaw enforcement policies and objectives, and the review and updating of the City of Enderby Web Site.
 - The bylaw index and records system was reviewed and a new system established. Various bylaws were updated and/or repealed as part of the ongoing updating of bylaws. Regulatory bylaws have been reviewed and a consultant engaged to work with the committee to advance various new policies and bylaw rewrites. The Web Site project is almost complete and will go live in early 2009.
- Expansion of and improvements to the Wastewater Treatment Plant. Funding has been approved through the Towns for Tomorrow Program and the objective will be to tender and have the upgrade completed by year-end.
 - This project is approximately 90% complete.
- Road improvement project on Stanley Avenue, Cliffview Drive and Johnston Avenue including bicycle path and walkway. These projects have received funding approval through MRIF. Tendering and construction will commence this year with completion anticipated for early 2010.
 - The first phase including the roundabout was completed and design started on the next phases for tender in early 2009.
- Development of a walkway commencing at the north end of the Riverwalk, west on Kildonan Avenue, south on Kate Street and east on Bass Avenue to Waterwheel Street. The City has reapplied for funding under the Locomotion Grant Program.
 - The funding application remains active however we have not received approval. No progress unless we receive grant approval.
- Completion of the Asset Management Program.
 - This project is on going with various life cycle projects completed.

- PSAB compliance for the tangible capital asset program
 - This project is ongoing and will be completed in 2009.
- Purchase of a pumper fire truck.
 - Completed
- Commence with DCC bylaw review
 - Commenced. This will be a multi-year project.
- Completion of the Community Wildfire Protection Plan and the establishment of strategies for implementation.
 - 90% complete and will be completed in early 2009. The highest priority area will be addressed subject to grant funding.
- Complete a sanitary sewer collection system camera study.
 - Completed
- Complete a wellhead protection plan.
 - Deferred pending funding for major water upgrade project.
- Develop a Water Conservation Strategy
 - Completed
- Completion of service agreements with Splat sin First Nation.
 - One year agreements renewed
- Emergency Planning coordination with Splat sin First Nation
 - Agreement reached. On going.

6. Goals and Objectives for 2009

In 2009, Council will continue to work on the Goals and Objectives established in their strategic planning session and those priorities established through the development of the 2009 financial plan.

Additional goals and objective for 2009 include:

- Zero increase in general tax levy based on average assessment
- Commence with the development of a Climate Action and Sustainability Plan.
- Develop a Tourism Strategy in partnership with the Chamber of Commerce.
- Complete the update of GIS.
- Complete the review and rewrite of regulatory bylaws
- Complete the Tangible Capital Asset inventory and reporting requirements.
- Complete the governance review of Enderby/Area F joint services and transfer management from the Regional District of North Okanagan to the City of Enderby.
- Undertake fuel modification project and the City park north of Johnston Avenue as recommended in the Wildfire Protection Plan.

- Participate with other communities in the Safe Communities program.
- Commence with the metering of non-residential water users as part of the Water Conservation Plan.
- Commence with an education and water fixture replacement program as part of a water conservation and sustainability strategy.
- Complete phases 2 and 3 of the major road/sidewalk upgrading with the reconstruction of Stanley Avenue, Cliffview Drive and a portion of Johnston Avenue.
- Complete the wastewater project and integration of the new clarifier.
- Purchase a new plow truck as part of our Equipment Replacement Plan.
- Work with the Ministry of Transportation and Infrastructure to commence work on Hwy 97A upgrading with the funding announcement from the Federal and Provincial governments.
- Upgrade lift stations for storm and sanitary sewer.
- Complete a drainage study for north Enderby.