

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, April 7, 2014
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall – 619 Cliff Avenue

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

Committee-of-the-Whole Meeting of March 17, 2014 pg 1-2

Regular Meeting of March 17, 2014 pg 3-6

3. PUBLIC AND STATUTORY HEARINGS

2014 Budget – Public Input separate pkg

4. PETITIONS AND DELEGATIONS

a. Chris Henderson – Rossworn Henderson LLP Chartered Accountants pg 29-57
Re: Auditor's Report

b. Allan Langdon, Managing Director – MMBC pg 7
Re: Multi-Material BC Overview

c. Ron Surry, President – Royal Canadian Legion pg 8-10
Re: Report of 2013 community donations

5. DEVELOPMENT MATTERS

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

a. Minister of Environment – Correspondence dated March 24, 2014 pg 11-12
Re: Response to MMBC

b. Majestic Metal Art Sculpture – Memo from Chief Administrative Officer dated April 1, 2014 pg 13-14

7. BYLAWS – 3 Readings

a. Loan Authorization Bylaw No. 1544, 2014 pg 15-17
A bylaw to authorize the borrowing of the estimated cost of upgrading Mill Avenue

BYLAWS – 2nd Reading and Referral to Public Hearing

- b. Zoning Bylaw Text Amendment Bylaw No. 1538, 2014
Residential Uses in Commercial Zones pg 18-22
- c. Zoning Bylaw Text Amendment Bylaw No. 1536, 2014
Medical Marihuana pg 23-28

8. REPORTS

- a. Mayor and Council
- b. 2013 Audited Financial Statements – Memo from Chief Financial Officer dated April 1, 2014 pg 29-57

9. NEW BUSINESS

- a. Road and Drainage at 302 Bass Avenue – Memo from Chief Administrative Officer dated March 21, 2014 pg 58-61
- b. 2014 Mayor and Council Scholarship – Memo from Chief Financial Officer dated March 25, 2014 pg 62-63
- c. Second Annual “Our Enderby” Clean-Up Challenge – Memo from Assistant Corporate Officer and Planning Assistant dated March 27, 2014 pg 64
- d. Update on Infill and Redevelopment Strategy – Memo from Assistant Corporate Officer and Planning Assistant dated March 25, 2014 pg 65-69
- e. Knoll Neighbourhood Plan – Memo from Assistant Corporate Officer and Planning Assistant dated March 25, 2014 pg 70-81
- f. Draft OCP Section 8 – Community Energy and Resource Efficiency – Memo from Assistant Corporate Officer and Planning Assistant dated March 25, 2014 pg 82-86
- g. Draft OCP Sections 9, 10, 11, 15 – Memo from Assistant Corporate Officer and Planning Assistant dated April 1, 2014 pg 87-108

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

Closed to the public, pursuant to Section 90 (1) (b), (c), (e), (g) and (k) of the *Community Charter*

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Committee of the Whole Meeting** of Council held on Monday, March 17, 2014 at 3:00 p.m. in the Council Chambers of City Hall

Present: Mayor Howie Cyr
Councillor Tundra Baird
Councillor Brad Case
Councillor Raquel Knust
Councillor Beryl Ludwig
Councillor Greg McCune
Councillor Earl Shipmaker

Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Recording Secretary – Bettyann Kennedy

APPROVAL OF AGENDA

Moved by Councillor Case, seconded by Councillor Ludwig that the agenda be approved as circulated.

Carried Unanimously

NEW BUSINESS**1st Draft Presentation of 2014 Budget**

The Chief Financial Officer presented the draft 2014 budget which proposes a combined increase to taxation and user fees of 3.05% or \$54.28 for the average household.

The following items were discussed:

- UBCM attendance could be as high as 7. Councillor Shipmaker stated that it would only be necessary to budget for 6.
- Special projects are being rolled over from last year.
- Fortune Parks, Animal Control, and Cemetery budgets have been endorsed by the Enderby and District Services Commission on Jan. 31, 2014.
- Mill Ave and Belvedere St project is based on spreading debt over the next 2 years. Council requested that a re-calculation be made to have the borrowing in 2014 only. The Chief Financial Officer will re-calculate and present at the Public Hearing meeting of April 7th.

Moved by Councillor Case, seconded by Councillor Knust that the Committee refers the 2014 budget, with amendment, to the April 7, 2014 Council meeting for consideration of public input.

Carried Unanimously

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Case that the Regular Meeting adjourn at 3:45 pm.

Carried Unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, March 17, 2014 at 4:30 p.m. in the Council Chambers of City Hall

Present: Mayor Howie Cyr
Councillor Tundra Baird
Councillor Brad Case
Councillor Raquel Knust
Councillor Beryl Ludwig
Councillor Greg McCune
Councillor Earl Shipmaker

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

APPROVAL OF AGENDA

Moved by Councillor Ludwig, seconded by Councillor McCune that the agenda be approved as circulated.

Carried Unanimously

ADOPTION OF MINUTES

Regular Meeting Minutes of March 3, 2014

Moved by Councillor Knust, seconded by Councillor Baird that the minutes of the regular meeting of March 3, 2014 be adopted as circulated.

Carried Unanimously

PETITIONS AND DELEGATIONS

Warren Smith, Rural Programs Coordinator – Safe Communities Unit

Re: Safe Communities Report and RID911 (Report Impaired Drivers)

Warren Smith, Rural Programs Coordinator discussed the highlights of his Safe Communities Report and introduced the RID911 program:

- It is fully funded by MADD – education, signage, press releases, training etc.
- Will include impaired boating.

Mr. Smith to be advised if the City wants to be a participant. He will then get word to MADD to facilitate getting the program established in this area.

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

Multi-Material BC (MMBC) Update – Correspondence from Greg Kylo, MLA and Will Hansma, Okanagan Advertiser

Moved by Councillor Shipmaker, seconded by Councillor McCune that copies of each correspondence be forwarded to Mr. Kylo and Mr. Hansma respectively.

Carried Unanimously

2014 Capital Road Projects – Memo from Chief Administrative Officer dated March 13, 2014

Moved by Councillor Case, seconded by Councillor Ludwig that Council supports the road design for Mill Avenue and Belvedere Street as presented; and

THAT Council authorizes early budget approval so that staff may proceed with tender and design and issue.

Carried Unanimously

BYLAWS – Adoption

Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1537, 2014
Secondary Suite De-commission

Moved by Councillor Ludwig, seconded by Councillor Baird that Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1537, 2014 be adopted.

Carried Unanimously

BYLAWS – 1st Reading

Zoning Bylaw No. 966, 1987 Amendment Bylaw No. 1538, 2014
Residential Uses in Commercial Zones

Moved by Councillor McCune, seconded by Councillor Knust that Zoning Bylaw Text Amendment Bylaw No. 1538, 2014 which proposes to broaden residential uses within the General Commercial (C.1) and Highway and Tourist Commercial (C.2) zones, be given first reading; and

THAT following first reading, Zoning Bylaw Text Amendment Bylaw No. 1538, 2014 be referred to the Ministry of Transportation and Infrastructure, City of Enderby Public Works Manager, Building Inspector, Fire Chief, and Community Protective Services Manager for review and comment prior to consideration of second reading.

Carried Unanimously

REPORTS

Mayor and Council all participated in the art mentoring session with members of the Courtyard Gallery. Art pieces were created and will be auctioned as a fundraiser for the gallery. Everyone enjoyed the experience and are proud of their creations.

Councillor Ludwig

- Early Childhood Education meeting.
- Met new Credit Union Manager. Credit Union to donate \$5,000 to the Resource Centre.

- Attended RCMP Consultative meeting.

Councillor Baird

- Attended a luncheon with Splatsin.
- Brownie and Sparks chapter is being created in Enderby.

Councillor Knust

- Sue Rossi is very busy with grant applications.
- The Resource Centre is taking orders for flower baskets again this year - \$40 each.
- A concerned resident has reported that the palliative care room at Parkview Place may be reduced to respite care only.

Moved by Councillor Ludwig, seconded by Councillor McCune that a letter be forwarded to Interior Health asking them to reconsider reducing the use of the palliative care room.

Carried Unanimously

Mayor Cyr

- Regional Board meeting included Building Inspection Service Transition.
- RCMP strategic meeting was similar to previous years.
- Met with Dr. America re: physician recruitment/retention. She is frustrated with the restrictions being imposed on her due to “policy” surrounding her choice to live in Armstrong. She is happy to be here and would love to stay, but retention of doctors will be an issue if policies don’t change to accommodate them.

Moved by Councillor Shipmaker, seconded by Councillor Baird that the Mayor meet with the MLA and Minister of Health to address the policies and issues that are jeopardizing the retention of recently recruited physicians.

Carried Unanimously

- Although policy is in place not to declare proclamation unless the request is presented in person, Mayor Cyr asked Council to consider an exemption for the Canadian Cancer Society’s request to proclaim April Daffodil month.

Moved by Councillor Case, seconded by Councillor Ludwig that the month of April be proclaimed the Canadian Cancer Society’s Daffodil Month in Enderby.

Carried Unanimously

Building Permit Detail Report – February 2014

Moved by Councillor Ludwig, seconded by Councillor Shipmaker that the report be received and filed.

Carried Unanimously

NEW BUSINESS

Community to Community (C2C) Funding Application – Memo from Chief Administrative Officer dated March 11, 2014

Moved by Councillor Case, seconded by Councillor Baird that Council support a funding application to host a Community to Community forum with the Splantsin Band in 2014-15, subject to the approval of Splantsin Chief and Council.

Carried Unanimously

2014 Environmental Leadership and Sustainability Awards

Moved by Councillor Shipmaker, seconded by Councillor Knust that the correspondence be received and filed.

Carried Unanimously

BC Healthy Communities Capacity Building Grant Program – Stream 2 – Memo from Assistant Corporate Officer and Planning Assistant dated March 12, 2014

Moved by Councillor Baird, seconded by Councillor Shipmaker that the memorandum be received and filed.

Carried Unanimously

Draft Official Community Plan Section 6 – Heritage Conservation – Memo from Assistant Corporate Officer and Planning Assistant dated March 11, 2014

Moved by Councillor Case, seconded by Councillor Baird that the draft Official Community Plan – Section 6 (Heritage Conservation) be approved as presented.

Carried Unanimously

PUBLIC QUESTION PERIOD

Stacy Pavlov of the Advertiser asked for result of budget meeting held earlier. She was informed that there is a minor re-work involving adjustment to borrowing time-lines and that the Public Input meeting is scheduled for April 7th.

CLOSED MEETING RESOLUTION

Moved by Councillor Baird, seconded by Councillor Case that, pursuant to Section 92 of the *Community Charter*, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (e) of the *Community Charter*.

Carried Unanimously

ADJOURNMENT

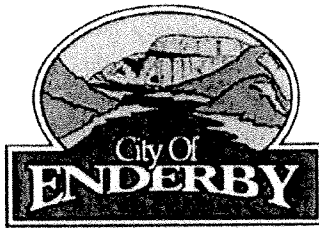
The Regular Meeting reconvened at 5:55 pm.

Moved by Councillor Case, seconded by Councillor McCune that the Regular Meeting adjourn at 5:55 pm

Carried Unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER



REQUEST TO APPEAR AS A DELEGATION

On 7th 04 2014
Day Month Year

Date of Request March 24th, 2014

Name of Person Making Request Allen Langdon, Managing Director, MMBC

Name and Title of Presenter(s) Matti-Material BC Overview

Contact Information alangdon@multimaterialbc.ca

Details of Presentation MMBC to provide ~~an~~ overview of
program, including ~~the~~ service in ~~the~~ the Regional
District of North Okanagan.

Desired Action from Council (check all that apply)

Information Only ☒

Proclamation

Funding Request

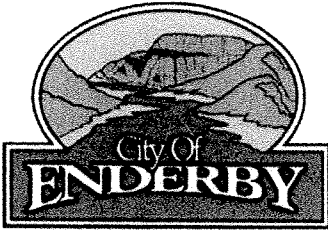
Road Closure

Policy or Resolution

Please describe desired action in detail _____

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

A Jenda



REQUEST TO APPEAR AS A DELEGATION

On ~~17th~~ ~~March~~ ~~2014~~
Day Month Year
7th April 2014 (as per phone call Mar 12/14)

Date of Request FEBRUARY 19th, 2014.

Name of Person Making Request Ron Surry

Name and Title of Presenter(s) Ron Surry - President, Emily Beattie - Past President,

Peter Washington and vice president, Dee Corea-Jacobson - treasurer, Jack Jacobson
Terry Surry, Judy Laforest, Brad Moreau, Peter Lacasse & Cindy Tottenham

Contact Information Ron Surry - (250) 838-9300 or Dee Corea -
Jacobson - (250) 838-7283 (RCL #98).

Details of Presentation To thank the Council members and
the City of Enderby for the Royal Canadian Legion Branch #98's
property tax exemption for all past & present years and to
inform them on our 2013 donations made to the community.

Desired Action from Council (check all that apply)

- ☒ Information Only
- ☐ Proclamation
- ☐ Funding Request
- ☐ Road Closure
- ☐ Policy or Resolution

Please describe desired action in detail none

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

ROYAL CANADIAN LEGION BRANCH #98

Schedule of Expenditures from Gaming

For the Twelfth Month Ending December 31st, 2013

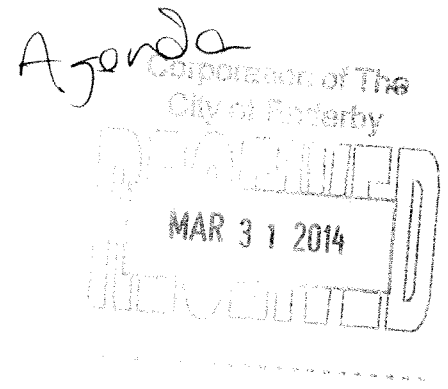
Date Donated	Recipient	Amount Donated
Feb 25/13	PAC - M.V. Beattie Elementary	\$ 250.00
Feb 25/13	Kalamalka Caring Klowns	\$ 250.00
Mar 8/13	Cenotaph Revitalization	\$ 473.00
Mar 26/13	Rhino's Slo-Pitch	\$ 400.00
Apr 6/13	Rocky Mountain Rangers	\$ 150.00
Apr 6/13	Rocky Mountain Rangers	\$ 200.00
May 21/13	Blankets Parkview Place	\$ 142.00
May 22/13	MacKenzie Camp Society	\$ 250.00
May 22/13	Enderby Minor Fastball	\$ 750.00
June 28/13	Shuswap Pipe Band	\$ 150.00
Sep 20/13	N.O. Minor Hockey Association	\$ 550.00
Sep 20/13	N.O. Therapeutic Riding Assoc.	\$ 500.00
Sep 20/13	Enderby - Back Pack Program	\$ 500.00
Sep 20/13	Enderby - Lunch Program	\$ 500.00
Oct 17/13	Shuswap Volunteer Search & Rescue	\$ 250.00
Oct 17/13	N.O. Shuswap Brain Injury Society	\$ 250.00
Oct 17/13	Victims of Violence	\$ 300.00
Nov 11/13	Shuswap Pipe Band	\$ 200.00
Nov 15/13	Vernon Greater Museum	\$ 300.00
Nov 20/13	Sadok Ukrainian Dance Ensemble	\$ 300.00
Nov 20/13	A.L. Fortune PAC- Orange Kettle Food	\$ 750.00
Nov 20/13	The War Amps	\$ 500.00
Dec 12/13	The Enderby Food Bank	\$ 500.00
Dec 12/13	Enderby Minor Fastball	\$ 500.00
Dec 12/13	Teens Count Too	\$ 300.00
Dec 12/13	North West Equine Rangers Society	\$ 250.00
Dec 12/13	Okanagan Tattoo Society	\$ 500.00
Dec 12/13	Children's Hearing & Speech Centre	\$ 500.00
Dec 12/13	Rocky Mountain Rangers Cadet Corp	\$ 1,140.00

Total Donations to Organizations

\$ 11,605.00

9

SCHOLARSHIPS	\$ 500.00
COMMUNITY REMEMBRANCE DAY SERVICE	\$ 346.00
COMMUNITY EVENTS	\$ 1,237.00
CADETS - MEDAL OF EXCELLANCE	\$ 13.00
SICK & VISITING	\$ 33.00
TOTAL DONATIONS FROM GAMING	\$ 13,734.00



Reference: 200799

MAR 24 2014

His Worship Mayor Howard Cyr
and Councillors
City of Enderby
619 Cliff Avenue
Enderby BC V0E 1V0

Dear Mayor Howard Cyr and Council:

Thank you for your letter of March 6, 2014, regarding amendments to the Recycling Regulation to include packaging and printed paper as a product category effective May 19, 2014.

As you may be aware, the transition to Extended Producer Responsibility (EPR) for packaging and printed paper is unlike any other stewardship program implemented to date. The sheer volume of material and the existence of established recycling systems throughout the province make this pioneering program the first of its kind in North America. The projected environmental and economic benefits to taxpayers and citizens are expected to be substantial. It will ensure British Columbia (BC) continues to be a leader in industry product stewardship and will meet the targets outlined in the Canadian Council of Ministers of the Environment Canada-wide Action Plan for EPR, including achieving the target for implementing an EPR program for packaging and printed paper by 2015.

The MMBC program will allow 10 new materials to be recycled such as milk cartons, foam packaging, plant pots and drink cups.

The product stewardship plan put forward by Multi-Material BC (MMBC) in November 2012 was approved by the Ministry of Environment April 15, 2013. Since that time, 67 local and regional governments have signed agreements with MMBC to receive financial incentives to continue providing services to their constituents, including the collection of packaging and printed paper.

I understand the Regional District of North Okanagan has declined this agreement and that MMBC has engaged Emterra Environmental to provide curbside recycling collection services to communities in the regional district beginning May 19, 2014.

On February 4, 2014, BC announced a new small business policy to exempt small businesses from any reporting requirements or recycling costs if they meet any of the following criteria:

- Under one million dollars in annual revenues;
- Under one tonne of packaging and printed paper supplied to BC residents; or
- Operate as a single point of retail sale and are not supplied by or operated as part of a franchise, a chain or under a banner.

...2

MMBC projects only the largest 2,000 to 3,000 (less than one percent) of approximately 385,000 business in BC would not qualify for this exemption.

For those businesses that do not fall under these thresholds, MMBC will be offering an annual flat fee for low volume producers to cover the costs of managing packaging and printed paper while relieving the administrative burden of providing detailed reporting.

There are two categories of low-volume producers:

- A fee of \$550 for those who produce between one and two-and-a-half tonnes of printed paper and packaging; and
- A fee of \$1200 for those who produce between two-and-a-half and five tonnes of printed paper and packaging.

The BC Chamber of Commerce worked with MMBC on developing this policy and has given it their full support.

If you have any questions regarding the terms of this agreement, please contact Multi-Material BC at info@multimaterialbc.ca.

The area of government with continuing responsibility for the EPR program is the Environmental Standards Branch of the Ministry of Environment.

Thank you again for writing and sharing your perspective on this important matter.

Sincerely,



Mary Polak
Minister

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: April 1, 2014
Subject: Majestic Metal Art Sculpture

RECOMMENDATION

THAT Council authorizes staff to execute an agreement with Majestic Metal Art for the display of the deer sculpture in the planter on the western side of the parking lot north of City Hall, and proceed with the necessary permit applications and installation.

BACKGROUND

At Council's in camera meeting on February 3, 2014, staff were directed to Majestic Metal Art a high-profile public space to display his deer sculpture, which would have the benefit of enhancing the aesthetics of a public space. At its in camera meeting on March 17, the terms of the deal were agreed upon and the matter was released from in camera. Council further requested that, prior to executing an agreement and moving forward with implementation, the matter be referred to the Enderby & District Arts Council for comment given the latter's extensive work incorporating art into public spaces.

A letter was sent to the Enderby & District Arts Council which was then circulated to its membership by email with an invitation for comment. The comments were summarized by the organization's president as follows:

We are not going to take any official position on this as it is a City Project. Our policy on Public Art is that we endorse Public Art when there has been a process of open competition. That being said, everybody I have spoken to has certainly been in favour of this piece going on display and is very pleased that City Council is taking this initiative.

It appears that the first sentence of the summary may have been written on the assumption that this artwork was going to be purchased rather than, as is actually the case, simply displayed. Subject to Council support, staff will proceed with seeking the necessary approvals to install the sculpture.

This initiative is consistent with the "Downtown Resiliency" and "Arts, Culture, Heritage and Beautification" strategy areas of the Integrated Community Sustainability Planning process as follows:

- Buildings, facades and the streetscape within the downtown all contribute and reflect the community's collective vision for a beautiful, vibrant downtown.
- The downtown is a venue where local art is creatively showcased and promoted which further adds to Enderby's character and identity.
- Enderby's unique character and identity is reflected within businesses and the built environment which draws people from the highway corridor into the downtown.
- Enderby's wealth of local talented artists such as painters, musicians, and carvers are supported and showcased through community venues, programs, events and initiatives.
- Travelers passing through Enderby are drawn to the community through its beautification efforts, character, identity and sense of place.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

A. sende

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: March 28, 2014
Subject: Upgrades to Mill Avenue - Loan Authorization Bylaw

Recommendation:

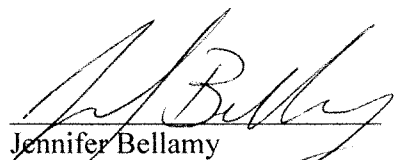
THAT Council give first, second and third readings of the bylaw cited as "Upgrades to Mill Avenue Loan Authorization Bylaw No. 1544, 2014"

Background:

The 2014-2018 Financial Plan includes \$976,000 for upgrades to Mill Avenue, east of Highway 97. Of this cost \$450,000 is to be funded through borrowing with the remaining \$526,000 funded through a combination of surplus and reserves. Attached is the loan authorization bylaw for the \$450,000 in borrowing.

When borrowing money over a period of more than 5 years, a loan authorization bylaw is required. Once the bylaw is given three readings it will be forwarded to the Inspector of Municipalities for approval. Once approval is obtained the City can proceed with obtaining elector approval.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

LOAN AUTHORIZATION BYLAW NUMBER 1544

**A Bylaw to Authorize the Borrowing of the Estimated Cost of Upgrading
Mill Avenue**

WHEREAS it is deemed desirable and expedient to construct improvements to Mill Avenue within the City of Enderby and;

WHEREAS the estimated cost of constructing improvements to Mill Avenue, including expenses incidental thereto, is the sum of Nine Hundred Seventy Six Thousand Dollars (\$976,000.00), of which the amount of debt intended to be created by this bylaw is Four Hundred Fifty Thousand Dollars (\$450,000.00).

NOW THEREFORE the Council of the City of Enderby in the Province of British Columbia, in an open meeting assembled enacts as follows:

1. The Council is hereby empowered to borrow for the construction of the upgrades to Mill Avenue in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing;
 - a) to borrow upon the credit of the municipality a sum not exceeding Four Hundred Fifty Thousand Dollars (\$450,000.00).
 - b) to acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the upgrades to Mill Avenue.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.
3. This bylaw may be cited as **"Upgrades to Mill Avenue Loan Authorization Bylaw Number 1544, 2014"**.

READ A FIRST TIME this ____ day of ____, 2014.

READ A SECOND TIME this ____ day of ____, 2014.

READ A THIRD TIME this ____ day of ____, 2014.

RECEIVED the approval of the Inspector of Municipalities this ____ day of ____, 2014.

RECEIVED the approval of the electors of the City of Enderby on the ____ day of ____, 2014.

RECONSIDERED AND FINALLY PASSED AND ADOPTED this ____ day of ____, 2014.

MAYOR

ADMINISTRATOR

Certified a true copy of Bylaw No. 1544 as at third reading.

Corporate Administrator

Certified a true copy of Bylaw No. 1544 as adopted.

Corporate Administrator

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer

From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant

Date: March 31, 2014

Subject: Zoning Bylaw Text Amendment Bylaw No. 1538, 2014 (Residential Uses in Commercial Zones) - Second Reading and Forward to Public Hearing

Recommendation

THAT Zoning Bylaw Text Amendment Bylaw No. 1538, 2014 which proposes to broaden residential uses within the General Commercial (C.1) and Highway and Tourist Commercial (C.2) zones, be given Second Reading and forwarded to Public Hearing.

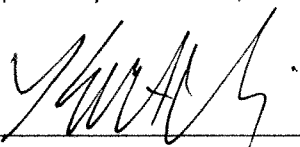
Background

As part of the City's Integrated Community Sustainability Planning process, an Infill & Redevelopment Analysis was conducted in the spring of 2013 which identified strategies to promote infill and redevelopment as these processes increase density, maximize the use of infrastructure, and reduce the demand for greenfield development. At its meeting of May 21, 2013, Council supported a set of 9 strategic recommendations developed by an Infill & Redevelopment Working Group. Several of these recommendations are proposed to be implemented through Zoning Bylaw Text Amendment Bylaw No. 1538, 2014 which proposes to broaden residential uses within the downtown core and along the highway corridor.

At their meeting of March 17, 2014, Council gave the Bylaw First Reading and directed Staff to refer the Bylaw to the Ministry of Transportation and Infrastructure, City of Enderby Public Works Manager, Building Inspector, Fire Chief, and Community Protective Services Manager for review and comment prior to consideration of Second Reading. The Ministry of Transportation and Infrastructure advised that they had no objections with the Bylaw.

No other comments were received in response to the referral.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

City of Enderby

619 Cliff Avenue

PO Box 400

Enderby, British Columbia V0E 1V0

Canada

Your File #:

eDAS File #: 2014-01173

Date: Mar/20/2014


Attention: Kurt Inglis

**Re: Proposed Zoning Bylaw Text Amendment No. 1538, 2014 (Residential Uses
in Commercial Zones)**

Thank you for the referral for zoning bylaw text amendment No. 1538. The Ministry of
Transportation and Infrastructure have no objections.

If you have any questions please feel free to call Travis Tormala at (250) 503-3606.

Yours truly,



Travis Tormala
District Development Technician

Local District Address**Vernon Area Office**

4791 23rd Street
Vernon, BC V1T 4K9
Canada

Phone: (250) 503-3664 Fax: (250) 503-3631

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW No. 1538

A BYLAW TO AMEND THE CORPORATION OF THE CITY OF ENDERBY ZONING BYLAW NO. 966, 1987 AND AMENDMENTS THERETO

WHEREAS pursuant to Section 903 (Zoning Bylaw) of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 966, cited as "Corporation of the City of Enderby Zoning Bylaw No. 966, 1987";

NOW THEREFORE Council of the City of Enderby, in open meeting assembled, enacts as follows:

A. CITATION

This Bylaw may be cited as the "Zoning Bylaw Text Amendment Bylaw No. 1538, 2014."

B. AMENDMENTS

1. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by replacing Section 501.1.b as follows:
 - b. Accommodation including apartments, dwelling units, hotels and motels
2. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by replacing Sections 501.3.a and 501.3.b as follows:
 - a. The floor area for a dwelling unit shall be not less than:
 - i. 27 m² (290.6 square feet) within each bachelor dwelling unit; or
 - ii. 40 m² (430.6 square feet) within each one-bedroom dwelling unit; or
 - iii. 45 m² (484.4 square feet) within each two-bedroom dwelling unit; or
 - iv. 55 m² (592.0 square feet) within each three-bedroom dwelling unit.
 - b. The sum of the gross floor area of dwelling units located on the first storey level and entirely behind the commercial use must not exceed the gross floor area of the commercial use on the first storey level.
3. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by removing Section 501.11.d.
4. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by replacing Section 501.11.e as follows:
 - e. Dwelling units:

- i. shall be located entirely above and/or behind the commercial use, but being an integral part of these premises; and
 - ii. shall be permitted above a commercial use only where no advertising use is located above or extends above the first storey of the building; and
 - iii. shall be located entirely within the same building as the commercial use and shall not be permitted within standalone buildings; and
 - iv. shall have at-grade access that is separate from commercial uses; and
 - v. shall not exceed a gross density of sixty (60) units per hectare (24.28 units per acre).
5. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by replacing Section 502.1.b as follows:
- b. Accommodation including apartments, dwelling units, hotels and motels
6. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by replacing Sections 502.3.a and 502.3.b as follows:
- a. The floor area for a dwelling unit shall be not less than:
 - ii. 27 m² (290.6 square feet) within each bachelor dwelling unit; or
 - ii. 40 m² (430.6 square feet) within each one-bedroom dwelling unit; or
 - iii. 45 m² (484.4 square feet) within each two-bedroom dwelling unit; or
 - iv. 55 m² (592.0 square feet) within each three-bedroom dwelling unit.
 - b. The gross floor area for dwelling units located entirely behind the commercial use on the first storey level must not exceed the gross floor area of the commercial use on the first storey level.
7. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by removing Section 502.4.c and replacing Section 502.4.b as follows:
- b. the lesser of 12 m (39.37 feet) or three (3) storeys for all other uses.
8. Amend Division Five - Commercial Zones of Zoning Bylaw No. 966, 1987 by replacing Section 502.11.c as follows:
- c. Dwelling units:
 - i. shall be located entirely above and/or behind the commercial use, but being an integral part of these premises; and
 - ii. shall be permitted above a commercial use only where no advertising use is located above or extends above the first storey of the building; and

- iii. shall be located entirely within the same building as the commercial use and shall not be permitted within standalone buildings; and
- iv. shall have at-grade access that is separate from commercial uses; and
- v. shall not exceed a gross density of sixty (60) units per hectare (24.28 units per acre).

Read a **FIRST** time this 17 day of Mar, 2014.

Read a **SECOND** time this ____ day of _____, 2014.

Read a **THIRD** time this ____ day of _____, 2014.

Advertised on the ____ day of _____, 2014 and the ____ day of _____, 2014, and a Public Hearing held pursuant to the provisions of Section 890 of the Local Government Act on the ____ day of _____, 2014.

ADOPTED this ____ day of _____, 2014.

Mayor

Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: March 31, 2014
Subject: Zoning Bylaw Text Amendment Bylaw No. 1536, 2014 (Medical Marihuana) - Second Reading and Forward to Public Hearing

Recommendation

THAT Zoning Bylaw Text Amendment Bylaw No. 1536, 2014 which proposes to prohibit Medical Marihuana Production Facilities in all zones throughout the City of Enderby and to regulate Medical Marihuana Production Facilities when located within the Agricultural Land Reserve, be given Second Reading and forwarded to Public Hearing.

Background

As a response to the Federal Government's new regime for regulating medical marihuana production, Council directed Staff to prepare a Text Amendment Bylaw to prohibit Medical Marihuana Grow Operations (MMGOs) in all zones throughout the community and to heavily regulate those facilities when located within the Agricultural Land Reserve (ALR).

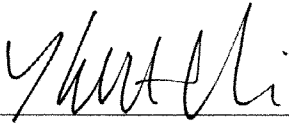
Zoning Bylaw Text Amendment Bylaw No. 1536, 2014 reflects Council's direction and at their meeting of February 17, 2014, Council gave the Bylaw First Reading and directed Staff to refer the Bylaw to the RCMP, Ministry of Agriculture, Agricultural Land Commission, Health Canada, the Building Inspector, the Fire Chief, and the Community Protective Services Manager for review and comment prior to consideration of Second Reading.

The only comments received were from the Ministry of Agriculture which related to:

1. Replacing the term 'Medical Marihuana Grow Operations' with 'Medical Marihuana Production Facilities' to provide consistency with the wording used by the Agricultural Land Commission; and
2. Amending the proposed provisions related to minimum lot area and setbacks to be consistent with the Ministry of Agriculture's *Guide to Bylaw Development for Farming Areas*.

Staff has modified the Zoning Bylaw Text Amendment Bylaw No. 1536, 2014 to replace the term 'Medical Marihuana Grow Operation' with 'Medical Marihuana Production Facilities', as per the Ministry of Agriculture's comments. Consistent with Council's previous direction, Staff recommend not amending the provisions related to minimum lot area and setbacks as they are based on sound planning principles and there is no requirement for the Bylaw provisions to be entirely consistent with the Ministry's *Guide to Bylaw Development for Farming Areas*, as they are guidelines and not regulations.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

Kurt Inglis

From: Recksiedler, Blaine AGRI:EX [Blaine.Recksiedler@gov.bc.ca]
Sent: March-19-14 9:10 AM
To: 'Kurt Inglis'
Cc: Recksiedler, Blaine AGRI:EX
Subject: RE: Referral - City of Enderby Zoning Bylaw Text Amendment Bylaw No. 1536, 2014

Hello Kurt,
Good catch...thank you!
I made the change to 5 hectares (see below).

Regarding the above-noted referral, please see the following comments from the Strengthening Farming Program.

General Comments

- The Ministry has not developed policy specific to MMPFs to meet Health Canada requirements. The Ministry recognizes that the Agricultural Land Commission has determined that the production of medical marihuana is consistent with farm use in the ALR under the Agricultural Land Commission Act. The Minister is actively talking about this issue with his colleagues.
- The Ministry's *Guide to Bylaw Development for Farming Areas* (Bylaw Guide) provides general guidance regarding agricultural issues. The Ministry has not taken a position specific to medical marihuana.
- The ALC refers to 'production facilities' not 'operations'. Consider rewording 'medical marihuana grow operations' to 'medical marihuana production facilities' for greater consistency.
- The amendment states that MMPF parcels must have a minimum area of 5 hectares. The 'Bylaw Guide' does not support minimum lot sizes for specific agricultural commodities. Lot line setbacks are expected to address nuisance concerns more directly than minimum lot size requirements. Consider removing this restriction.
- The amendment proposes that MMPF buildings have a minimum 150m setback from certain uses. Consider reducing this minimum. For reference, the greatest maximum setbacks for farm buildings, structures and facilities found in the *Guide to Bylaw Development in Farming Areas* Minister's Bylaw Standards are 15-30m.

The Ministry of Agriculture's *Guide to Bylaw Development for Farming Areas* can be found here:

http://www.al.gov.bc.ca/resmgmt/publist/800Series/840000-1_Guide_for_Bylaw_Development_in_Farming_Areas-2013.pdf

Regards,
Blaine Recksiedler
Ministry of Agriculture

From: Kurt Inglis [mailto:kinglis@cityofenderby.com]
Sent: Wednesday, February 26, 2014 9:28 AM
To: jim.mcnamara@rcmp-grc.gc.ca; Recksiedler, Blaine AGRI:EX; Tegart, Greg AGRI:EX; Runka, Shaundehi ALC:EX; mmpr-rmfm@hc-sc.gc.ca; gunther.spann@rdno.ca; 'Ron Baker'; 'Enderby Fire Department'
Subject: Referral - City of Enderby Zoning Bylaw Text Amendment Bylaw No. 1536, 2014

Good morning,

Attached is a copy of the City of Enderby Zoning Bylaw Text Amendment Bylaw No. 1536, 2014 for your review and comment. The Bylaw proposes to prohibit medical marihuana grow operations in all zones throughout the City of Enderby and to regulate medical marihuana grow operations when located within the Agricultural Land Reserve.

We respectfully request that you review this Bylaw at your earliest convenience and advise the City of Enderby of any concerns that your agency may have with respect to the proposed Bylaw.

If you would like to refer to the City of Enderby Zoning Bylaw No. 966, 1987, it can be accessed through the following link:

<https://enderby.civicweb.net/Documents/DocumentList.aspx?ID=414>

Please be advised if we do not receive a response from your office within 21 days of the date of this letter, we will assume that you have no objections or comments concerning the Bylaw. Please direct your comments to the undersigned at kinglis@cityofenderby.com or if you have any questions please call (250) 838-7230.

Regards,

Kurt Inglis
Assistant Corporate Officer and Planning Assistant
City of Enderby
P.O. Box 400, 619 Cliff Avenue
Enderby BC, V0E 1V0

Telephone: 250-838-7230 | Fax 250-838-6007
Email: kinglis@cityofenderby.com | Website: cityofenderby.com

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW No. 1536, 2014

A BYLAW TO AMEND THE TEXT OF THE CITY OF ENDERBY ZONING BYLAW NO. 966, 1987 AND AMENDMENTS THERETO

WHEREAS pursuant to Section 903 (Zoning Bylaw) of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 966, cited as "Corporation of the City of Enderby Zoning Bylaw No. 966, 1987";

NOW THEREFORE Council of the City of Enderby, in open meeting assembled, enacts as follows:

A. CITATION

This Bylaw may be cited as the "**Zoning Bylaw Text Amendment Bylaw No. 1536, 2014.**"

B. AMENDMENTS

1. Amend Division Two - Interpretation of Zoning Bylaw No. 966, 1987 by adding the following definitions:

MARIHUANA means all parts of the genus cannabis whether growing or not and the seed or clone of such plants.

MEDICAL MARIHUANA PRODUCTION FACILITY means a facility used for the production, manufacturing, processing, testing, packaging, and distribution of marihuana and marihuana products for medical purposes as lawfully permitted and authorized through a licence under the Federal Marihuana for Medical Purposes Regulations and which would be considered a business for the purposes of the "City of Enderby Business License Regulation Bylaw No. 1408, 2009".

2. Amend Division Four - General Regulations of the Zoning Bylaw No. 966, 1987 by adding Section 401.3.f as follows:

f. **Medical Marihuana Production Facilities**, except when located within the Agricultural Land Reserve.

3. Amend Division Four - General Regulations of the Zoning Bylaw No. 966, 1987 by adding Section 406 as follows:

406. Medical Marihuana Production Facilities within the
Agricultural Land Reserve

1. For properties located within the Agricultural Land Reserve, a minimum lot area of 5 ha (12.355 acres) is required to establish a **Medical Marihuana Production Facility**;
2. All uses associated with a **Medical Marihuana Production Facility** must take place entirely within a single, fully-enclosed, standalone building. All uses

associated with a **Medical Marihuana Production Facility** shall be the only uses permitted in a building so used;

3. For the purposes of the "City of Enderby Fire Protection Bylaw No. 1529, 2013," any building used for a **Medical Marihuana Production Facility** shall be considered an industrial building and shall be subject to fire inspections in accordance with the prescribed frequency;
4. Buildings must be sited a minimum of 30 meters from all property lines;
5. No **Medical Marihuana Production Facility** shall be sited within 150 m of any residential zone, daycare, facility, playground, community centre, school, public park, or any use catering to individuals under the age of 18;
6. Servicing of a property used for a **Medical Marihuana Production Facility** shall be in accordance with all applicable regulations and permitting; on-site servicing may be permitted; and
7. A **Medical Marihuana Production Facility** must obtain a municipal Business License before any operation may begin.

Read a **FIRST** time this _____ day of _____.

Read a **SECOND** time this _____ day of _____.

Read a **THIRD** time this _____ day of _____.

Advertised on the _____ day of _____ and the _____ day of _____, and a Public Hearing held pursuant to the provisions of Section 890 of the Local Government Act on the _____ day of _____.

ADOPTED this _____ day of _____.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: April 1, 2014
Subject: 2013 Financial Statements

Recommendation

THAT Council approves the 2013 Audited Consolidated Financial Statements as presented.

Background

Section 171 of the Community Charter requires the municipal auditor to report to the 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.

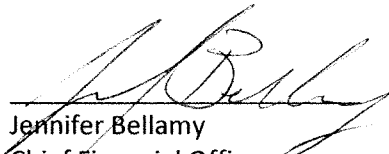
Attached are the 2013 Audited Consolidated Financial Statements prepared by Rossworn Henderson LLP. Below is a summary of the major changes from 2012 and the 2013 budget:

- Temporary Investments - Increase of \$1.3 million from 2012. In 2012 \$1,735,000 of surplus funds were used to temporarily fund road improvement and drainage projects. These funds were replaced in 2013 once the borrowing from MFA was received. This is offset by the \$312,000 of funds temporarily borrowed from surplus to fund the Sicamous Street and Cliff Avenue upgrades which will be replaced once the MFA borrowing funds are received with the 2014 spring issue.
- Accounts Receivable - Decrease of \$277,000 from 2012. The 2012 accounts receivable included \$92,000 for the recovery of costs incurred from the summer flooding events, \$74,000 receivable from UBCM for the Bio Energy Heating System Grant, and \$124,000 receivable from the Ministry for the Towns for Tomorrow Grant.
- Accounts Payable - Decrease of \$238,000 from 2012. The decrease results from timing of projects. The 2012 amount included \$160,000 in holdbacks payable from road projects and \$29,000 in costs for the Bio Energy Heating System.
- Long-term debt - Increase of \$1.0 million from 2012. This is due to the \$1,735,000 of borrowing from MFA in 2013 less loan repayments.
- Tangible Capital Assets - Decrease of \$383,000 from 2012. The City did a total of \$960,000 in capital projects in 2013. This amount is offset by \$1.2 million in current year amortization and \$131,000 to reduce the net value of road work replaced (total cost less accumulated amortization).

- Revenue - Decrease of \$870,000 from budget primarily due to the storm drainage project. This project has been pushed forward to 2014.
- Expenditures - Increase of \$692,000 from budget. The expenditures include \$1.2 million in amortization which is not a budget item. Excluding amortization the City's 2012 expenditures are below budget by \$521,000. This amount primarily consists of special projects budgeted but not completed in 2013 which have been pushed forward to 2014. In addition the water supply expenditures came in under budget due to a generator purchased under the Towns for Tomorrow program which is classified as a capital expenditure for \$71,000 Below is a breakdown of the remaining amounts for larger projects included in the 2013 budget:

Knoll Neighborhood Plan	\$ 71,000
Downtown Revitalization	17,800
Subdivision Servicing Bylaw Review	13,700
Zoning Review and Update	16,500
OCP Rewrite	9,400
Review of Composting Program	20,000
Sewer Annual Upgrades	42,000
Asset Management	50,900

Respectfully submitted.


 Jennifer Bellamy
 Chief Financial Officer

**THE CORPORATION OF THE CITY
OF ENDERBY**

CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2013
(Audited)

ROSSWORN HENDERSON LLP
Chartered Accountants

THE CORPORATION OF THE CITY OF ENDERBY

December 31, 2013

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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, 2013 and the consolidated statement of operations, consolidated statement of change in net debt, and consolidated statement of cash flows 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, 2013, 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.

April 7, 2014
Enderby, BC


Chartered Accountants

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Financial Position

As at December 31, 2013

	2013	2012
Financial assets		
Cash	\$ 974,751	\$ 831,735
Investments	6,980,610	5,644,191
Accounts receivable (Note 3)	424,397	701,431
Deposit - Municipal Finance Authority (Note 4)	52,736	40,664
Tax sale proceeds subject to redemption		15,302
	<u>8,432,494</u>	<u>7,233,323</u>
Liabilities		
Accounts payable and accrued liabilities (Note 5)	449,179	687,215
Deferred revenue (Note 6)	941,836	1,097,265
Reserve - Municipal Finance Authority (Note 4)	52,736	40,664
Long-term debt (Note 7)	3,704,383	2,697,568
	<u>5,148,134</u>	<u>4,522,712</u>
Net financial assets	<u>3,284,360</u>	<u>2,710,611</u>
Non-financial assets		
Prepaid expenses	41,486	23,150
Tangible capital assets (Note 8)	24,855,797	25,238,488
	<u>\$ 28,181,643</u>	<u>\$ 27,972,249</u>
Accumulated surplus	\$ 28,181,643	\$ 27,972,249
Represented by:		
Cemetery trust funds	187,562	191,632
Operating fund	3,841,779	2,757,265
Reserves	2,052,912	1,644,154
Statutory reserves	947,977	838,278
Equity in tangible capital assets	21,151,413	22,540,920
	<u>\$ 28,181,643</u>	<u>\$ 27,972,249</u>

Director of financial services _____

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

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THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Financial Activities

For the year ended December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
Revenue			
Taxation - net (Note 11)	\$ 1,693,708	\$ 1,668,585	\$ 1,632,978
Grants and subsidies (Note 12)	2,247,752	1,544,802	1,868,358
Sale of services (Note 13)	1,419,578	1,325,657	1,290,010
Other revenue from own sources	187,947	66,881	316,757
Interest and penalties	103,960	177,609	159,907
	<u>5,652,945</u>	<u>4,783,534</u>	<u>5,268,010</u>
Expenditures			
General government services	853,894	689,806	677,483
Protective services	200,553	253,864	233,512
Transportation services	522,338	903,575	945,632
Environmental health services	147,942	121,819	123,011
Community development services	49,044	27,688	63,959
Recreational and cultural services	70,204	74,159	62,987
Area F services	799,774	805,690	805,972
Water supply	652,212	915,805	846,042
Sewer services	462,154	658,022	608,847
	<u>3,758,115</u>	<u>4,450,428</u>	<u>4,367,445</u>
Excess revenue over expenses	1,894,830	333,106	900,565
Gain (loss) on disposal of tangible capital assets		(123,712)	(220,376)
	<u>1,894,830</u>	<u>209,394</u>	<u>680,189</u>
Annual surplus			
	<u>27,972,249</u>	<u>27,972,249</u>	<u>27,292,060</u>
Consolidated fund balance, beginning of year			
	<u>\$ 29,867,079</u>	<u>\$ 28,181,643</u>	<u>\$ 27,972,249</u>

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

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THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Change in Net Financial Assets

For the year ended December 31, 2013

	2013	2012
Annual surplus	\$ 209,394	\$ 680,189
Amortization of tangible capital assets	1,213,027	1,151,596
Change in prepaid expenses	(18,336)	(20,363)
Loss on sale of tangible capital assets	130,712	220,376
Acquisition of tangible capital assets	(961,048)	(2,350,124)
Increase (decrease) in net financial assets	573,749	(318,326)
Net financial assets, beginning of year	2,710,611	3,028,937
Net financial assets, end of year	\$ 3,284,360	\$ 2,710,611

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, 2013

	2013	2012
Cash flows from operating activities		
Cash receipts	\$ 4,742,832	\$ 5,042,785
Cash payments to suppliers and employees	(3,339,890)	(4,723,180)
Interest received	177,609	159,907
Interest paid	(153,881)	(94,223)
	<u>1,426,670</u>	<u>385,289</u>
Financing activities		
Proceeds of long-term debt	1,735,000	1,539,610
Long-term debt repayment	(728,187)	(141,395)
	<u>1,006,813</u>	<u>1,398,215</u>
Investing activities		
Increase in tangible capital assets	(961,048)	(2,350,125)
Decrease (increase) in temporary investments	(1,336,419)	632,879
Proceeds on disposition	7,000	
	<u>(2,290,467)</u>	<u>(1,717,246)</u>
Increase in cash	143,016	66,258
Cash, beginning of year	<u>831,735</u>	<u>765,477</u>
Cash, end of year	\$ 974,751	\$ 831,735

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, 2013

	2013	2012
Balance beginning of year	\$ 22,540,920	\$ 22,657,796
Contributions from revenue for:		
Acquisition of tangible capital assets	961,048	2,653,311
Long-term debt payments	670,641	90,637
Loss from sale/write down of tangible capital assets	(130,712)	(220,376)
Actuarial adjustments	57,543	50,758
Long-term debt issued	(1,735,000)	(1,539,610)
Amortization	(1,213,027)	(1,151,596)
Balance end of year	\$ 21,151,413	\$ 22,540,920
Represented by:		
General	\$ 10,452,272	\$ 11,536,463
Water	5,733,105	5,854,117
Sewer	4,966,036	5,150,340
Balance end of year	\$ 21,151,413	\$ 22,540,920

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, 2013

	2013	2012
Cash	\$ 15,211	\$ 22,775
Temporary Investments	165,936	164,177
Interest earned	2,612	2,084
Other amounts collected	3,803	2,596
Surplus	\$ 187,562	\$ 191,632

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

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THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Operating Surplus

For the year ended December 31, 2013

	2013	2012
Operating Surplus		
Balance beginning of year	\$ 2,757,265	\$ 2,488,287
Annual surplus	209,394	680,189
Amortization	1,213,027	1,151,596
Transfers to reserves	(514,386)	(528,087)
Capital expenditures	(961,047)	(2,653,311)
Long-term debt issued	1,735,000	1,539,610
Long-term debt principal payments	(728,186)	(141,395)
Capital disposal	123,712	220,376
Balance end of year	\$ 3,834,779	\$ 2,757,265
Represented by:		
General	2,416,262	1,430,866
Water	532,080	592,186
Sewer	608,053	480,882
Area F Services	285,384	253,331
Balance end of year	\$ 3,841,779	\$ 2,757,265

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

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THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Statutory Reserve Fund Activities

For the year ended December 31, 2013

	Tax sale lands reserve		Gas tax agreement		2013	2012
Balance beginning of year	\$	64,802	\$	773,476	\$ 838,278	\$ 704,390
Add: Amounts received during year				125,966	125,966	126,001
Interest earned		892		10,657	11,549	7,887
Less: Amount spent of projects				(27,816)	(27,816)	
Balance end of year	\$	65,694	\$	882,283	\$ 947,977	\$ 838,278

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

■ ■ Rossworn Henderson LLP ■ ■
Chartered Accountants ■ ■

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Reserve Fund Activities

For the year ended December 31, 2013

	2013	2012
Balance beginning of year	\$ 1,644,154	\$ 1,254,635
Additions		
Other contributions	557,418	543,961
Return on investments	22,340	13,900
Net interfund transfers		
Capital fund	(171,000)	(168,342)
	<u>\$ 2,052,912</u>	<u>\$ 1,644,154</u>

Summary of Reserve Fund Positions

General reserve

Fire department building and equipment	\$ 196,327	\$ 168,545
Asset management	44,469	13,619
Computer equipment	44,049	39,516
Streets	285,175	212,309
Fortune Parks	100,278	86,115
Equipment reserves	152,502	255,058
Other	412,280	312,089
	<u>1,235,080</u>	<u>1,087,251</u>

Sewer reserve

Future sewer capital	<u>319,264</u>	<u>205,684</u>
	319,264	205,684

Water reserve

Future water capital	<u>498,568</u>	<u>351,219</u>
	498,568	351,219
	<u>\$ 2,052,912</u>	<u>\$ 1,644,154</u>

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

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THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2013

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 public sector accounting standards of the Canadian Institute of Chartered 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. Investments

Investments consist of term deposits in Canadian Chartered Banks and deposits with the Municipal Finance Authority pooled investment money market fund 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 1.73% (2012 - 1.13%).

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2013

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

Tangible 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.

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2013

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.

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. 1522, 2013 adopted May 6, 2013. 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, 2013

3. Accounts receivable

	2013	2012
Federal Government	\$ 19,512	\$ 103,908
Provincial Government		123,054
Trade receivables	156,475	255,725
Taxes receivable - current	189,314	157,981
arrear	59,096	60,763
	<u>\$ 424,397</u>	<u>\$ 701,431</u>

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	2013	2012
General fund	\$ 32,414	\$ 18,068	\$ 50,482	\$ 11,836
Sewer fund	31,946	16,445	48,391	61,476
Water fund	31,200	18,223	49,423	60,126
	<u>\$ 95,560</u>	<u>\$ 52,736</u>	<u>\$ 148,296</u>	<u>\$ 133,438</u>

5. Accounts payable and accrued liabilities

	2013	2012
Trade payables	\$ 307,749	\$ 533,172
Wages payable	141,430	154,043
	<u>\$ 449,179</u>	<u>\$ 687,215</u>

6. Deferred revenue

	2013	2012
Deferred grants	\$ 177,216	\$ 333,373
Development cost charges	502,906	492,514
Prepaid revenue	173,407	176,534
Refundable deposits	88,307	94,844
	<u>\$ 941,836</u>	<u>\$ 1,097,265</u>

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2013

7. Long-term debt

Bylaw number	Purpose	Term remaining	% rate	2013	2012
General fund					
1316	Hubert Avenue			\$	\$ 20,227
1316	Road upgrades	2		1,026,407	1,539,610
1494	Storm system upgrade	30	3.150	850,000	
1502	Road upgrades	20	3.150	680,000	
1503	Road upgrades	20	3.150	205,000	
1316	Arena upgrades	2	pr + 1	56,800	123,600
				2,818,207	1,683,437
Water fund					
1214	System construction	4	5.950	72,841	88,937
1195	System construction	3	7.250	115,925	150,947
1317	System upgrade				19,734
				188,766	259,618
Sewer fund					
1167	Sewage construction	2	3.000	11,638	17,044
1259	Sewage treatment plant	6	5.990	126,877	144,936
1317	System upgrade				12,682
1474	System upgrade	18	3.250	372,596	386,567
1475	System upgrade	18	3.250	186,299	193,284
				697,410	754,513
Total long-term debt - all funds				\$ 3,704,383	\$ 2,697,568

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

	General fund	Water fund	Sewer fund
2014	\$ 591,479	\$ 53,673	\$ 46,347
2015	583,274	56,356	48,357
2016	48,537	59,173	40,773
2017	50,479	19,564	41,707
2018	52,498		42,682
2019 and subsequent periods	1,491,940		477,544
	\$ 2,818,207	\$ 188,766	\$ 697,410

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2013

8. Tangible capital assets

	Cost	Accumulated amortization	2013	2012
General fund				
Land	\$ 1,651,871	\$	\$ 1,651,871	\$ 1,651,871
Building sites and parks	2,347,575	(1,113,417)	1,234,158	1,300,738
Engineering structures	229,769	(198,807)	30,962	2,800
Hydrants	186,643	(133,244)	53,399	56,393
Mobile equipment	1,853,809	(892,713)	961,096	890,654
Planters	118,329	(65,729)	52,600	57,130
Roads	12,741,600	(5,705,916)	7,035,684	7,062,952
Storm sewers	6,628,385	(4,402,518)	2,225,867	2,197,361
Assets under construction	24,844		24,844	
	25,782,825	(12,512,344)	13,270,481	13,219,899
Water fund				
Buildings	966,257	(512,779)	453,478	478,996
Water mains	9,163,385	(5,542,028)	3,621,357	3,804,386
Water system	3,923,116	(2,076,080)	1,847,036	1,830,352
	14,052,758	(8,130,887)	5,921,871	6,113,734
Sewer fund				
Buildings	133,966	(33,492)	100,474	103,824
Sanitary sewer system	4,649,061	(1,724,306)	2,924,755	3,075,665
Sewer mains and lift stations	4,848,853	(2,210,637)	2,638,216	2,725,366
	9,631,880	(3,968,435)	5,663,445	5,904,855
	\$ 49,467,463	\$ (24,611,666)	\$ 24,855,797	\$ 25,238,488

9. Commitments and subsequent events

- (a) During the year, the City approved upgrades to Sicamous Street and Cliff Avenue, Loan Authorization Bylaw Number 1525, 2013 in the amount of \$350,000.
- (b) Vacation and banked time pay has been accrued and is included in accounts payable for the current year. Sick leave benefits are paid to a maximum of 120 days. For public works employees 75% of this amount has been accrued as a liability based on City policy. For other employees it is based on managements best estimate based on past performance. The estimated total liability for wages and benefits at December 31, 2013 is approximately \$257,744 (2012 - \$272,131). Of this amount \$141,430 (2012 - \$154,043) has been accrued and included in accounts payable.
- (c) The City has committed to purchasing a new fire truck in 2013 for \$286,000 but will not take possession of the unit until 2014. As a result this transaction is not reflected in the financial statements.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2013

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 program with British Columbia municipalities and regional districts. The City is obliged under the program 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 overseeing the management of the Plan, including investment of the assets and administration of the benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 179,000 active members and approximately 71,000 retired members. Active members include approximately 14 contributors from the City.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. 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 with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The Corporation of the City of Enderby paid \$77,604 (2012 - \$80,810) for employer contributions to the Plan in fiscal 2013.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2013

11. Taxation

Taxation revenue comprises the following amounts raised less transfers:

	Budget	2013	2012
Taxation			
General municipal purposes	\$ 1,193,982	\$ 1,165,595	\$ 1,127,091
1% utility taxes	59,206	60,781	61,711
Water parcel	223,486	224,252	221,365
Sewer parcel	217,034	217,953	217,014
Collections for other governments			
School District	924,213	936,537	933,010
Policing	129,627	131,339	121,436
Regional District	348,166	352,770	343,687
Regional Hospital District	94,155	108,735	95,474
Municipal Finance Authority	76	76	79
B.C. Assessment Authority	24,698	25,028	25,192
Regional library	95,899	97,187	94,812
	3,310,542	3,320,253	3,240,871
Transfers			
School District	924,213	936,537	927,478
Regional Hospital District	94,155	108,735	95,415
Regional District	348,166	352,764	343,457
Municipal Finance Authority	76	77	79
B.C. Assessment Authority	24,698	25,028	25,176
Okanagan Regional Library	95,899	97,188	94,876
Policing	129,627	131,339	121,412
	1,616,834	1,651,668	1,607,893
	\$ 1,693,708	\$ 1,668,585	\$ 1,632,978

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2013

12. Government grants and transfers

	Budget	2013	2012
Federal			
Community works fund - Gas tax	\$ -	\$ 125,966	\$ 126,001
Provincial			
Conditional	919,787	45,352	381,860
Fortune Parks - conditional	3,200	19,307	
Sewer debt - conditional	4,250		
Small communities protection	450,838	453,295	450,838
Street lighting	700	704	738
Water conservation - conditional	178,800	182,136	216,107
	1,557,575	700,794	1,049,543
Other			
Animal control	6,023	19,231	18,868
Cemetery	24,759	39,416	39,603
Fortune Parks	659,395	659,395	634,343
	690,177	718,042	692,814
	\$ 2,247,752	\$ 1,544,802	\$ 1,868,358

13. Sales of Service

	Budget	2013	2012
Animal control	\$ 8,000	\$ 9,988	\$ 6,328
Building permits	1,000	1,660	1,798
Business licenses	11,740	14,150	14,656
Cemetery	13,517	18,740	15,976
Fire protection	220,509	71,762	73,199
Fortune Parks	150,710	152,248	173,920
Garbage collection and disposal	123,951	125,729	123,989
Sewer user fees	452,712	476,942	447,515
Water user fees	437,439	454,438	432,629
	\$ 1,419,578	\$ 1,325,657	\$ 1,290,010

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2013

14. Expenditures by object

	Budget	2013	2012
Advertising and publications	\$ 22,900	\$ 8,136	\$ 12,410
Amortization		1,213,027	1,151,596
Contracted services	492,390	361,549	447,339
Council grants	114,086	119,089	132,606
Insurance	76,638	71,918	61,257
Interest and bank charges	174,979	153,881	94,223
Maintenance	1,031,594	1,001,371	901,301
Materials and supplies	510,734	264,416	282,310
Professional fees	34,100	19,480	25,049
Salaries and benefits	1,223,395	1,179,199	1,201,252
Training, travel and conferences	65,845	48,574	47,510
Other costs	11,454	9,788	10,592
	\$ 3,758,115	\$ 4,450,428	\$ 4,367,445

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, 2013

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 includes 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, 2013

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 I).

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Schedule of Segment Disclosure - Service

For the year ended December 31, 2013

Schedule I

	General revenue fund									2013
	General government	Protective services	Transportation services	Environmental health services	Area F services	Other general services	Water supply	Sewer services	Consolidation	
Revenues										
Taxation	\$ 1,226,380	\$	\$	\$	\$	\$	\$ 224,252	\$ 217,953	\$ 1,668,585	
Grants and subsidies	171,318			453,999			182,136		1,544,802	
Sales of services	15,810	71,762			125,729		454,438	476,942	1,325,657	
Other revenue from own sources	66,881					6,413	34,344	16,012	66,881	
Interest and penalties	120,840								177,609	
	1,601,229	71,762	453,999	125,729	918,325	6,413	895,170	710,907	4,783,534	
Expenses										
Advertising and publications	5,771				2,365				8,136	
Amortization	43,849	86,987	481,319		28,430		331,035	241,407	1,213,027	
Contracted services	52,880	32,821		119,397	52,538	98,873	3,288	1,752	361,549	
Council grants	10,050				109,039				119,089	
Insurance	53,013				18,905				71,918	
Interest and bank charges	75,829				1,438		40,406	36,208	153,881	
Maintenance	32,463	76,760	301,594		161,900	1,971	212,123	214,560	1,001,371	
Material and supplies	52,853	418	5,585		107,740		93,690	4,130	264,416	
Professional fees	19,480								19,480	
Salaries and benefits	453,772	45,786	156,137	2,422	276,878	1,003	140,249	102,952	1,179,199	
Training, travel and conferences	31,221	11,092	117		65		5,171	908	48,574	
Transfers	(141,375)		(41,177)		46,392		89,843	56,105	9,788	
Excess (deficiency) of revenue and expenses	689,806	253,864	903,575		805,690	101,847	915,805	658,022	4,450,428	
Loss on disposal of tangible capital assets	911,423	(182,102)	(449,576)	3,910	112,635	(95,434)	(20,635)	52,885	333,106	
	(123,712)								(123,712)	
Annual surplus	\$ 787,711	\$ (182,102)	\$ (449,576)	\$ 3,910	\$ 112,635	\$ (95,434)	\$ (20,635)	\$ 52,885	\$ 209,394	

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Schedule of Segment Disclosure - Service

For the year ended December 30, 2012

Schedule I (cont'd)

	General revenue fund									
	General government	Protective Services	Transportation Services	Environmental health services	Area F services	Other general services	Water supply	Sewer services	Consolidation	2012
Revenues										
Taxation	\$ 1,194,599	\$	\$	\$	\$	\$	\$ 221,365	\$ 217,014	\$	1,632,978
Grants and subsidies	507,861		451,576		692,814		216,107			1,868,358
Sales of services	16,454	73,199		123,989	196,224		432,629	447,515		1,290,010
Other revenue from own sources	316,757									316,757
Interest and penalties	110,693					4,681	30,970	13,563		159,907
	2,146,364	73,199	451,576	123,989	889,038	4,681	901,071	678,092		5,268,010
Expenses										
Advertising and publications	10,690				1,720					12,410
Amortization	39,419	48,865	485,608		18,790		317,568	241,346		1,151,596
Contracted services	123,271	28,435		120,524	47,979	124,790		2,340		447,339
Council grants	10,742				121,864					132,606
Insurance	46,777				14,480					61,257
Interest and bank charges	10,819				2,125					94,223
Maintenance	41,389	79,171	321,243		169,133		44,626	36,653		901,301
Material and supplies	51,859	18,039	11,489		93,619		70,113	121,500		282,310
Professional fees	23,049				2,000			37,191		25,049
Salaries and benefits	431,981	46,556	167,498	2,487	286,699	2,156	150,678	113,197		1,201,252
Training, travel and conferences	32,650	12,446	239				1,727	448		47,510
Transfers	(145,163)		(40,445)		47,563		92,465	56,172		10,592
	677,483	233,512	945,632	123,011	805,972	126,946	846,042	608,847		4,367,445
Excess (deficiency) of revenue and expenses	1,468,881	(160,313)	(494,056)	978	83,066	(122,265)	55,029	69,245		900,565
Loss on disposal of tangible capital assets	(220,376)									(220,376)
Annual surplus	\$ 1,248,505	\$ (160,313)	\$ (494,056)	\$ 978	\$ 83,066	\$ (122,265)	\$ 55,029	\$ 69,245	\$	680,189

THE CORPORATION OF THE CITY OF ENDERBY

Enderby/Area F Services

For the year ended December 31, 2013

Schedule II

	Fortune Parks	Animal control	Cemetery	2013	2012
Revenue					
Grants and subsidies	\$ 678,702	\$ 19,231	\$ 39,416	\$ 737,349	\$ 692,814
Sale of services	152,248	9,988	18,740	180,976	196,224
	830,950	29,219	58,156	918,325	889,038
Expenditures					
Advertising	2,365			2,365	1,720
Amortization	28,430			28,430	18,790
Contracted services	36,396	16,142		52,538	47,979
Grants	104,679		4,360	109,039	121,864
Insurance	18,905			18,905	14,480
Interest and bank charges	1,438			1,438	2,125
Maintenance	143,638	3,256	15,006	161,900	169,133
Materials and supplies	107,740			107,740	93,619
Professional fees					2,000
Salaries and benefits	269,490	1,067	6,321	276,878	286,699
Training, travel and conferences	65			65	
	713,146	20,465	25,687	759,298	758,409
Annual surplus (deficit)	\$ 117,804	\$ 8,754	\$ 32,469	\$ 159,027	\$ 130,629
Transfer to/from general fund					
Computer support	\$ 7,740	\$	\$	\$ 7,740	\$ 7,590
Finance overhead charges	20,954	2,164	5,040	28,158	27,766
Insurance allocation	2,196		550	2,746	2,692
Public works equipment allocation			4,048	4,048	5,890
Lease		3,700		3,700	3,625
	30,890	5,864	9,638	46,392	47,563
Net change in financial assets	86,914	2,890	22,831	112,635	83,066
Opening surplus	200,234	12,222	40,875	253,331	189,565
Debt principal repayments	(66,800)			(66,800)	
Capital expenditures	(29,211)			(29,211)	(15,090)
Transfer to reserves	(13,000)			(13,000)	(23,000)
Transfer to/from capital	28,430			28,430	18,790
Area F accumulated surplus	\$ 206,567	\$ 15,112	\$ 63,706	\$ 285,385	\$ 253,331

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: March 21, 2014
Subject: Road and Drainage at 302 Bass Avenue

RECOMMENDATION

THAT Council directs Staff to advise the owners of 302 Bass Avenue of the following:

- a) That it will not proceed with excavation of Bass Avenue until such time as the road requires such works to be performed, consistent with sound asset management principles;
- b) That their request for installation of a storm water system for Bass Avenue will be referred to the project file for evaluation at the time of the next road reconstruction; and
- c) That there are a variety of suitable, cost-effective mitigating solutions that the owners may wish to explore in order to address their concerns, such as realigning the driveway grade to direct water to the permeable yard or boulevard area, installing a storm grate and drain pit across their driveway to provide a localized drainage solution, or replacing the asphalt with permeable pavers.

BACKGROUND

The attached correspondence was received from the owners of 302 Bass Avenue. The owners are concerned that the crown of Bass Avenue redirects water off of the road onto their driveway, which is below the road grade. As the driveway is composed of an impermeable surface, runoff and snow melt pool at the lowest point, which is where the access intersects with the roadway.

The property owners have requested that the City of Enderby excavate Bass Avenue to determine why the road is crowned and, at the same time, place storm drains. As roads are designed with either a crossfall or crown to prevent water from pooling on the road surface, it appears that Bass Avenue is functioning according to design. As there are no storm mains in the vicinity for collection of stormwater from drains (as is the case with numerous other locations in Enderby), the costs for this improvement would be quite significant, especially given the flat grades and lack of curb and gutter. It appears that residential developments in the vicinity were designed on the premise that stormwater would be collected through permeable surfaces, such as lawns, grassed boulevards, and gravel driveways. While this design standard is consistent with that of other neighbourhoods in the area built around the same time, it also provides for


superior groundwater recharge, pollutant removal, and runoff detention while limiting discharge to the Shuswap River.

The owners previously wrote to Council in 2008 with the same concern. At that time, Council resolved to advise the owners that they may proceed with a local improvement project for the installation of the storm water system and associated works, which was not undertaken. The owners were subsequently advised in 2009, after making a similar inquiry, that Bass Avenue was tentatively planned for reconstruction subject to senior government funding and finalization of the City's five-year capital plan. The owners were advised at that time of the City's infrastructure deficit (in general terms, as the analysis had not yet drilled down to specific depreciation and replacement value figures) and limited financial resources.

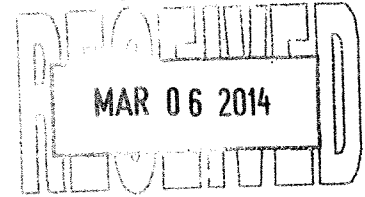
During a review of roads undertaken in 2013, the sections of Bass Avenue in the vicinity of the subject property were identified as suitable for preventative maintenance to extend the useful life through crack sealing. This strategy enables the City to focus its investment on assets approaching (or past) failure while maximizing the functional life of assets which are performing reasonably well. Relative to other roads in the City, this section of Bass Avenue falls into the latter category.

There are a variety of cost effective measures that the owners may wish to consider. As the issue relates to the design of their driveway, they may wish to consider realigning the driveway grade to direct water to the permeable yard or boulevard area, install a storm grate and drain pit across their driveway to provide a localized drainage solution, or replace the asphalt with permeable pavers.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



March 06, 2014

Attention: Enderby Mayor and City Council

RE: Road and Drainage Problem at 302 Bass Ave

My wife Lynne and I have resided at the above address for the past 11 years. I have written the past mayor's and council a few times and every time I get the typical government response, we either don't have the money or it's in our 5 year plan. I am going to try this again and hopefully this new local government will finally act on this problem.

We are concerned about the stretch of road right in front of our driveway and house. If you look at this piece of road you will see that there is a VERY bad crown happening and that there are several cracks and it is getting worse every year. As a result of this any water that is on the road is forced to pool in our driveway and has reached halfway to our carport. It is the City of Enderby's responsibility to find out why this is happening. May we suggest digging up Bass Avenue to find out why this continues to happen. While this area is already dug up it would only make sense to put in some badly needed storm drains. There are no storm drains on Bass Avenue on our side of the road to the east or west of us. The melting snow and running water has no place to go and always floods my driveway. Five years ago we were told that Bass Ave was in the 5 year plan and the time before that I was told the city could not afford to fix every road in town properly. We are not asking you to fix every road in town we are asking that you fix Bass Avenue. We were also told to petition our neighbours to see if they felt it was necessary to fix the crown in the road and lack of storm drains and if so the city would do the work and add it to our taxes. Our problem with that statement is that we all pay our taxes every year and would finally like to see our tax dollars put to work on our street for a change. The past local government also sent out an engineer. Now this engineer was either blind or lost because you can defiantly see the crown in the road just by standing in our driver way, I have even had a city worker stop by once while I was bailing water out of the driver way and he even seen there was a problem and he was not an engineer I don't understand how council could waste our tax dollars on a useless round about (traffic circle) instead of fixing the current road problems

Sincerely

Randy and Lynne Hawley



THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: March 25, 2014
Subject: 2014 Mayor and Council Scholarship

Recommendation

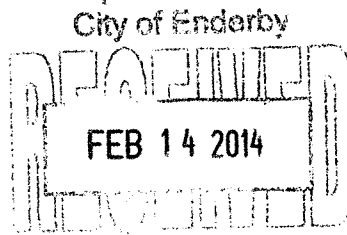
THAT Council directs staff to complete the Scholarship Presentation Form.

Background

In 2012 Council adopted the Awards - Municipal Policy which included a Mayor and Council Scholarship, donated by Mayor and Council through stipend deductions, to be awarded annually to an Enderby student and to be presented by the Mayor or designate. The first scholarship was awarded in 2013 in the amount of \$750 due to a partial year. Now that the policy has been in place for a full year, the scholarship is valued at \$1,020. The AL Fortune 2014 graduation ceremony will take place June 13, 2014 and the school requires notification of the presentation of the scholarship (see attached).

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer



Phone: 250-838-6431
Fax: 250-804-7780
E-mail: alf@sd83.bc.ca

500 Bass Avenue, Enderby, BC V0E 1V2

February 3, 2014

Dear Scholarship Donor:

Graduation 2014 will be on June 13, 2014 and so it is just around the corner. We will be holding our ceremony in the Enderby Arena at 7:00 p.m. We are corresponding with you at this time to see if your organization is planning once again to offer a scholarship at our graduation.

Also, this year we would like to hold a "Thank You" tea for us to say thank you to you for your continued support. We would like for our students to understand how the funds donated are raised and a little about the organizations and therefore would like a representative to give a short address or bring some literature that would be distributed. The date set for this tea will be set shortly and will likely be the first week in May.

If you are going to continue with a presentation would you please let us know by April 25, 2014 by returning the bottom portion of this letter. We will contact you closer to grad regarding presenting your award. If you haven't heard from us by May 31 please call the school at 838-6431.

Thank you again for your support. It is truly appreciated.

Sincerely,

 A.L. FORTUNE SECONDARY SCHOOL

Gene Doray
Principal

Name of Scholarship: Enderby Mayor and Council Award Amount of Scholarship: _____

Name of Contact Person: _____

Address: _____

Telephone Number: _____ Email: _____

Who will present the award at Grad? _____ No. of seats: _____

Any details you wish to add? _____

Was your award acknowledged by last year's recipient? YES NO

Has the recipient collected your award? YES NO

7.5e. da

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: March 27, 2014
Subject: Second Annual Our Enderby Clean-Up Challenge

Recommendation

THAT Council endorses April 26, 2014 as the date for the 2nd Annual Our Enderby Clean-Up Challenge;

AND THAT Council provides Staff with any suggestions relative to how the Clean-Up Challenge event can be strengthened and improved.

Background

On April 27 of last year, the City of Enderby successfully hosted the 1st Annual Our Enderby Clean-Up Challenge with approximately 50 residents dedicating a Saturday to help clean-up and beautify the community. The Clean-Up Challenge was truly a community event which saw a range of community groups and organizations participate, including:

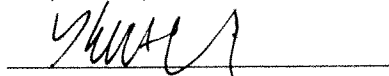
- MV Beattie Elementary School;
- AL Fortune Secondary School;
- Lions Club;
- Chamber of Commerce;
- Fire Department;
- Enderby Minor Fastball Association; and
- Local businesses.

Following the Clean-Up Challenge, the Lions Club hosted a barbecue in Belvidere Park in appreciation of those who participated in the event.

Conclusion

The 1st Annual Our Enderby Clean-Up challenge was a successful community event which reduced local pollution, beautified the community, and fostered a sense of community. The 2nd Annual Clean-Up Challenge aims to build off of the success of the previous event.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

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THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: March 25, 2014
Subject: Update on City of Enderby Infill & Redevelopment Strategy

Recommendation

THAT Council receives and files this memorandum.

Background

Rationale for Infill and Redevelopment

Infill and redevelopment are two processes which have a strong link to Smart Growth and thus strengthening the environmental, social, and economic sustainability of the community. Infill involves adding density or intensity to an existing developed area. Redevelopment involves re-using and improving real estate within an existing developed area, parcel or building. Infill and redevelopment help the City of Enderby realize several of its sustainability objectives by:

- Renewing older neighbourhoods and the local housing stock;
- Strengthening the real estate market and property values;
- Efficiently using land by increasing neighbourhood density and the ratio of improvement-to-land values of the property;
- Reducing pressures related to greenfield development and boundary expansion which in turn facilitates urban containment and rural protection;
- Adding residential capacity without infringing upon open space or other sensitive areas;
- Focusing future growth within developed areas of the community to maximize the value of existing infrastructure;
- Providing affordable, attainable housing and additional rental housing options;
- Encouraging redevelopment of former commercial and industrial brownfield and greyfield sites; and
- Providing additional rental income opportunities for commercial properties.

Infill and redevelopment are also key components of the shared vision for the North Okanagan region as framed within the North Okanagan Regional Growth Strategy (RGS) which the City of Enderby signed in 2011. Infill and redevelopment satisfies a range of policies contained within the RGS related to Urban Containment and Rural Protection, Economic Development, and Transportation and Infrastructure.

Existing Strategies and Tools for Promoting and Facilitating Infill and Redevelopment

The City of Enderby is currently using several tools to promote infill and redevelopment. Additional strategies will be explored as the City rewrites key policy documents such as the Official Community Plan (OCP) and Zoning Bylaw.

Existing tools which the City of Enderby uses to promote infill and redevelopment include:

1. Permitting Secondary Suites

Secondary suites add residential capacity to low density residential neighbourhoods. Secondary suites are currently a permitted use within the City's Residential Single Family R.1 and R.1-A zones. The City has promoted the legalization of secondary suites over the past several years by offering free secondary suite inspections.

2. Allowing Smaller Lot Sizes

The City's Zoning Bylaw permits a reduced minimum lot area of 450 m² (4,844 square feet) within its Residential Single Family (R.1-A) zone. A reduced minimum lot area provides greater potential for infill and redevelopment as it will accommodate more lots through subdivision.

3. Creating a Downtown Designated Parking Area

When a property is developed or redeveloped within the Downtown Designated Parking Area, as shown on Schedule "A" of the Zoning Bylaw, the property owner must provide off-street parking consistent with the proposed use (in the case of new development) or relative to the extent of an addition (in the case of redevelopment). The Zoning Bylaw has a provision which allows property owners who are developing or redeveloping within the commercial core to reduce the number of required parking spaces by participating in the Downtown Designated Parking Area Program. Allowing commercial developments to reduce the minimum number of parking spaces creates greater infill and redevelopment potential as commercial development within the downtown would otherwise be limited without the assistance of City-owned off-street parking.

4. RDNO Vacant Employment Lands Inventory

The Regional District of North Okanagan developed the Vacant Employment Lands Inventory in 2013 which identified all vacant parcels throughout the North Okanagan, including the City of Enderby, which are zoned institutional, commercial, or industrial. Having an inventory of these types of vacant parcels will help Staff and developers identify opportunities for infill and redevelopment within the City of Enderby.

5. Servicing Studies

The City of Enderby is undertaking a comprehensive servicing study related to the City's water, sanitary, and storm sewer systems; this study will identify the existing capacity of these systems and the strategies that need to be taken to accommodate future growth, including infill and redevelopment.

6. Proposed New Approach to Heritage Conservation

A new approach to heritage conservation has been proposed for the City's forthcoming OCP rewrite. This new approach is streamlined, reduces red tape, and reduces costs and timelines for both the City and property owners; the benefits of the new approach will make infill and redevelopment a more attractive process for existing and prospective property owners.

7. Case Management and Streamlined Development Process

The City's introduction of case management service and commitment to streamlining the development process will promote infill and redevelopment by providing developers and property owners with a high level of service where Staff will aid them in navigating the development process in an effective, efficient and cost-effective manner.

Potential Strategies and Tools for Promoting and Facilitating Infill and Redevelopment

As part of the City's ICSP process, the City is in the process of updating key policy documents such as the OCP, Zoning Bylaw, Subdivision Servicing and Development Bylaw, Development Cost Charges Bylaw, and Land Use Procedures manual. The update will include strategies for encouraging infill and redevelopment. Strategies which will be explored include the following:

1. Incentivizing the use of secondary suites;
2. Implementing sustainable development standards such as narrower road rights-of-way, smaller lot sizes, and shared parking.
3. Reducing Development Cost Charges (DCCs) for infill developments;
4. Creating Permissive Tax Exemptions which promote brownfield, greyfield, and affordable housing developments; and
5. Permitting alternative housing such as garden suites or laneway housing.

An Infill & Redevelopment Analysis was conducted in the spring of 2013 which identified strategies to promote infill and redevelopment. At its meeting of May 21, 2013, Council supported a set of 9 strategic recommendations developed by the Infill & Redevelopment Working Group. An overview of progress in implementing the 9 recommendations is as follows:

1. Spot Zoning for higher-density multi-family residential use within the downtown;
 - o A policy to support spot zoning for higher-density multi-family residential use within the downtown will be integrated into *Section 10 - Residential Lands* of the OCP.

2. Opening up residential uses within the Highway and Tourist Commercial (C.2) and Service Commercial (C.4) zones to allow for apartment uses, much like the General Commercial (C.1) zone;
 - 'Apartments' and 'dwelling units' were added as permitted uses within the Highway & Tourist Commercial (C.2) zone while 'dwelling units' was added as a permitted use within the General Commercial (C.1) zone, as per Zoning Bylaw Text Amendment Bylaw No. 1538, 2014. Exploring the broadening of residential uses within the Service Commercial (C.4) zone will be explored as part of the broader Zoning Bylaw rewrite.
3. Not restricting the use of a dwelling that is an integral part of the premises to just the principal owner, operator, or employee;
 - The owner, operator, or employee restriction for dwelling units was removed from the General Commercial (C.1) and Highway & Tourist Commercial (C.2) zones. The removal of this restriction for the Service Commercial (C.4) and industrial zones will be explored as part of the broader Zoning Bylaw rewrite.
4. Spot Zoning for higher-density multi-family residential use along the highway corridor;
 - A policy to support spot zoning for higher-density multi-family residential use along the Highway corridor will be integrated into *Section 10 - Residential Lands* of the OCP.
5. Amending the OCP to support a zoning change from Industrial Park (I.3) to Residential Multi-Family (R.3) for five properties along Brickyard Road;
 - The future land-use designation of these properties will be shown as Residential Medium Density on Schedule "B" of the OCP.
6. Amending the OCP to support a zoning change from Single Family Residential (R.1) to Single Family Residential (R.1-A) for two properties located along Salmon Arm Drive;
 - A policy in support of rezoning the properties to Residential Single Family (R.1-A) will be integrated into *Section 10 - Residential Lands* of the OCP.
7. Amending the OCP to support a zoning change from Single Family Residential (R.1-A) to Multi-Family Residential (R.3) for a property located along George Street;
 - The future land-use designation of this property will be shown as Residential Medium Density on Schedule "B" of the OCP.
8. Amending the OCP to support a zoning change from General Industrial (I.2) to Service Commercial (C.4) or Multi-Family Residential (R.3) for a property located along Vernon Street;
 - The future land-use designation of this property will be shown as Service Commercial on Schedule "B" of the OCP.
9. Explore the possibility of consolidating the three industrial zones into a single comprehensive industrial zoning designation;

- Consolidating the three industrial zones will be explored as part of the broader Zoning Bylaw rewrite.

Please note that 141 Salmon Arm Drive has also been identified as a property with a high potential for infill development due to its large lot size and proximity to higher density developments. Although it was not one of the 9 initial Infill & Redevelopment Committee recommendation endorsed by Council, the OCP will be amended to support a zoning change from Residential Single Family (R.1-A) to Residential Multi-Family (R.3) for this property unless Council resolves otherwise during the course of the OCP revision process.

Conclusion

Infill and redevelopment are two processes which can help the City realize several of its sustainability objectives and priorities, consistent with the ICSP and North Okanagan RGS. The City currently uses several tools to promote infill and redevelopment while the policy update will identify and implement additional tools and strategies such as those recommended by the Infill & Redevelopment Working Group.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: March 25, 2014
Subject: Knoll Neighbourhood Plan

Recommendation

THAT Council adopts the attached Knoll Neighbourhood Plan.

Background

The City of Enderby received a Federal Gas Tax Grant to undertake an Integrated Community Sustainability Planning (ICSP) process followed by a policy and regulatory framework alignment. One of the key tasks within the policy and regulatory framework alignment was the development of the Knoll Neighbourhood Plan which is a land use and servicing concept for the City's future growth area of the Knoll. The Knoll Neighbourhood Plan would integrate the environmental, social and economic sustainability objectives and priorities of the community as identified through the ICSP process; this would ensure that the Knoll Neighbourhood developed in a sustainable manner consistent with the values of Enderby residents.

Smart Growth development principles were also integrated into the Knoll Neighbourhood planning process as they are:

1. A key sustainability strategy identified through the ICSP process;
2. Complimentary to the City's approach to Asset Management Investment Planning; and
3. Consistent with the North Okanagan Regional Growth Strategy.


Key elements for development framed within the Knoll Neighbourhood Plan, consistent with Smart Growth principles and the outcomes of the ICSP process, are as follows:

- Higher densities than traditional residential development;
- A mix of land uses;
- A pedestrian-oriented built environment;
- An integrated active transportation network which provides connectivity throughout the neighbourhood and the broader community;
- Affordable, attainable and special needs housing opportunities;
- A range of housing options to meet the needs of a broad range of age groups, income levels, individuals, and households;
- An increase in preserved open space and natural areas through clustering;
- Sustainable infrastructure standards such as narrower rights-of-way and smaller lot sizes;

- Neighbourhood and building design which promotes energy and resource efficiency; and
- Safe neighbourhood and building design through Crime Prevention Through Environment Design principles.

The Knoll Neighbourhood Plan was reviewed by Council at their December 17, 2013 strategic planning session. The Knoll Neighbourhood Plan will be directly embedded within the City's Official Community Plan as *Section 11 - Knoll Comprehensive Development Area*. At the time of rezoning, subdivision, or Phased Development Agreement negotiations, Section 11 will act as the tool for ensuring that development in the Knoll is consistent with the objectives and priorities of the community, as outlined within the Knoll Neighbourhood Plan.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

City of Enderby

Knoll Neighbourhood Plan



2014

1. **Description**

*The Knoll Comprehensive Development Area of Enderby consists of approximately 83 ha of land on a prominent rise in the City's southwest sector as shown on **Schedule "B"**. Along the easterly edge of the Knoll, a steep slope rises west of Princess Avenue. From the crest of this slope the land rises moderately to the west in a series of undulating hills. An underground natural gas line and overhead Hydro transmission lines run in a north/south direction across the easterly slopes of the Knoll. The westerly side of the Knoll is defined by the City boundary and overlooks the Gunter-Ellison Road valley. The City boundary also defines the south limit of the Knoll and corresponds to the north boundary of the Splatsin I.R. No. 2. Relatively recent residential development along Johnston Avenue defines the Knoll's north boundary. Currently, the Knoll is a largely undeveloped area with substantial forest cover and meadows, including approximately 11 ha within the Agricultural Land Reserve.*

2. **Policy Context**

The North Okanagan Regional Growth Strategy (adopted in 2011) provides a common framework for regional and local planning and the Knoll Comprehensive Development Area is an opportunity to interpret and implement the Regional Growth Strategy within the Enderby context. The Regional Growth Strategy focuses on developing healthy and sustainable communities for all residents, addressing environmental issues, encouraging a robust and diverse economy, conserving resources and enhancing natural and built environments. The 10 'Smart Growth' principles form the basis of the Strategy and are the foundation that guides implementation.

In 2012, the City of Enderby undertook an Integrated Community Sustainability Planning (ICSP) process which engaged a broad cross section of citizens in consultation opportunities, presentations, stakeholder meetings and workshops. This project generated an assessment of Enderby's current reality and identified a desired future for Enderby in relation to environmental, social and economic sustainability. The Knoll neighbourhood was specifically identified in the ICSP as an opportunity to "set the sustainability bar" for development within the community.

Since 1995, the Official Community Plan has identified the Knoll as the primary area for future growth within the City.

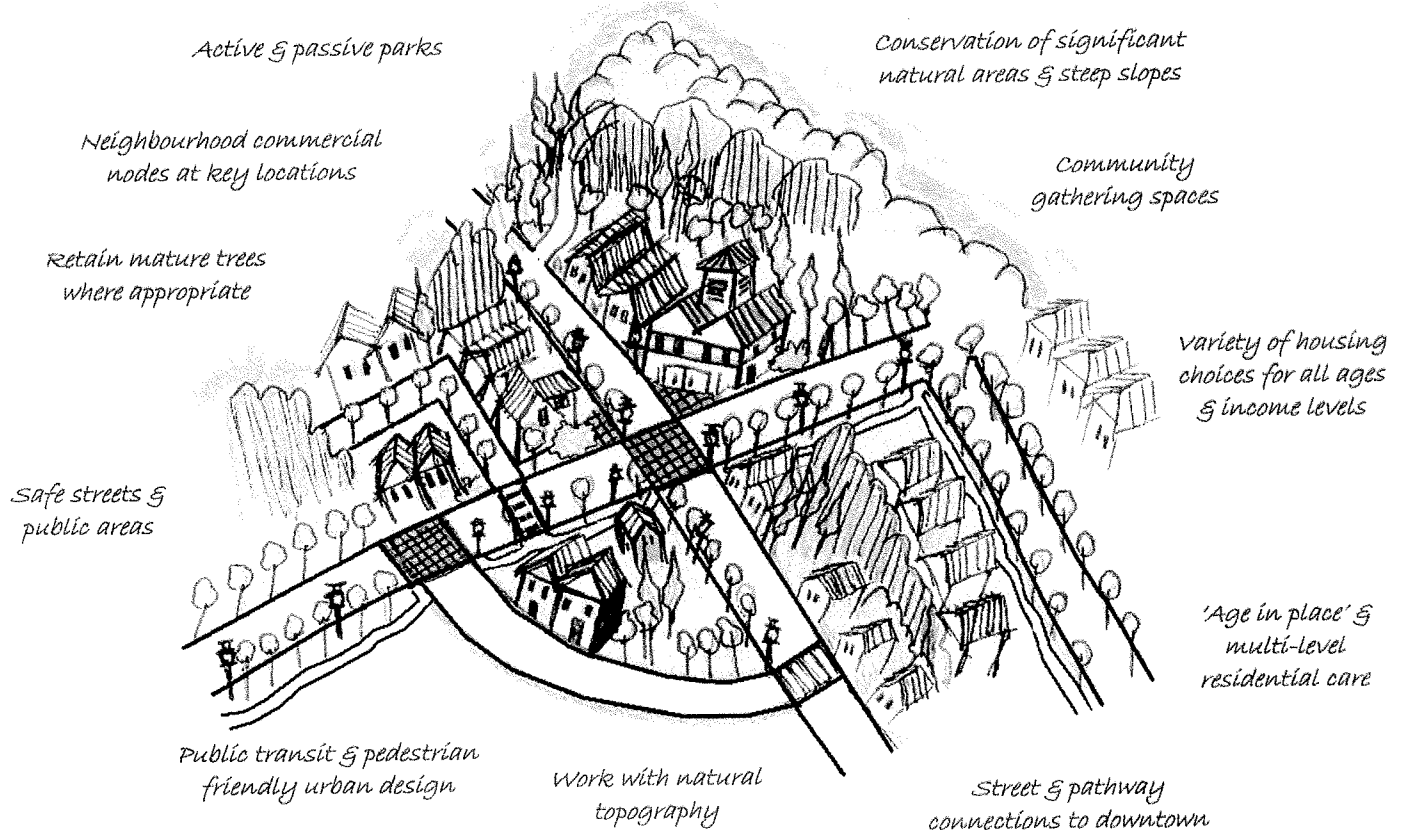
In keeping with the principles of the Regional Growth Strategy, the desired future identified within the ICSP and the longstanding objectives of the Official Community Plan, the intent of the Knoll Comprehensive Development Area policies are to create a neighbourhood with a more sustainable form which in turn will preserve the natural environment, foster a healthy, safe built environment for residents, and reduce costs related to infrastructure development, maintenance, and replacement. It is intended that by allowing for a mix of residential densities, neighbourhood-oriented commercial development, and other compatible land uses that people of all walks of life will find residential options that meet their needs, lifestyles, and income levels. Allowing for compatible commercial uses within this new neighbourhood is not intended to compete

with business in Enderby's downtown core but given the number of units at build out, it is anticipated that neighbourhood type commercial uses will be required.

Interconnectivity is crucial to facilitating mobility and is part of successful planning and development. On-street and off-street pedestrian and cycling amenities are envisioned to provide opportunities for outdoor recreation and non-vehicular transportation links within the Knoll neighbourhood and to destinations beyond. Public spaces in the Knoll neighbourhood may include a combination of natural open space, active and passive parks as well as community gathering places such as village greens, squares or plazas that will instil a sense of community. Opportunities abound within the Knoll to protect environmental and ecological features which provide for wildlife habitat, improved air quality, visual and noise buffers, storm water management and erosion control.

It is anticipated that the type and pattern of future land use within the Knoll Comprehensive Development Area will be influenced by the demographic and economic characteristics of the community and will reflect the desired future for Enderby as identified within the ICSP.

The following diagram provides an illustration of sustainable neighbourhood design elements that should be considered when planning within the Knoll Comprehensive Development Area:



3. Objectives

Council has the following objectives for the Knoll Comprehensive Development Area:

- a. To instil a strong sense of community and foster a high quality of life for residents of the Knoll neighbourhood.*
- b. To achieve a "complete community" meaning the Knoll will have opportunities for working, recreating, learning and living.*
- c. To create a neighbourhood that is unique and identifiable in form and character, allowing for nodes of development which mix residential, neighbourhood commercial, health care, education, recreation and other compatible uses that would serve primarily a local need within a village-scale context.*
- d. To design a streetscape which is oriented towards the pedestrian and provides the necessary amenities which make the Knoll a safe, comfortable and convenient space for residents to walk, cycle, recreate, and interact.*
- e. To support the creation of mixed-use nodes and residential areas that facilitate non-vehicular transportation, promote personal security, positive social interaction, and contribute towards a more sustainable community.*
- f. To encourage innovative development that is suitable to a broad range of age groups, income levels, individuals, and households.*
- g. To minimize the use of and the dependence on the automobile and maximize opportunities for walking, cycling or using other non-vehicular modes of transportation through a multi-modal transportation system which can safely and comfortably meet many typical daily needs within the Knoll neighbourhood.*
- h. To achieve energy and water use efficiency and greenhouse gas emission reduction by utilizing design and construction methods informed by LEED-ND principles within any development proposal.*
- i. To protect high value ecological habitats.*
- j. To reduce the life-cycle cost of municipal services and infrastructure.*
- k. To set a regional precedent for socially, economically and environmentally sustainable design at the site, neighbourhood, and community level.*
- l. To establish an integrated parks, open space, trail, and multi-use pathway network to facilitate non-vehicular access within the Knoll area, to the downtown core, and to other destinations in and around Enderby.*

4. **Policies**

Council has the following policies for the Knoll Comprehensive Development Area:

General

Provide flexibility to development proponents to bring forward creative ideas and designs to achieve the defined objectives. Phased Development Agreements and Multi-family Zoning will be utilized to provide both certainty and flexibility for the developer and the community.

Hazard Mitigation

Avoid developing hillsides of greater than 30% slope unless the lands are certified as safe for the intended use by a Professional Engineer or Professional Geoscientist who is registered or licensed under the Engineers and Geoscientists Act of British Columbia with specific expertise in geotechnical engineering.

Siting

Establish covenants to control the locations of residences to ensure that they can be integrated into future, denser development schemes and do not hinder infill potential.

Residential

- a. *Residential development within the Knoll Comprehensive Planning Area designated on **Schedule "B"** may be permitted at gross densities ranging from 12 to 70 units per ha.*
- b. *Housing for the community's seniors within this designation, to a maximum of 15% of the total allowable dwelling units, will be permitted without being included in the density calculation.*
- c. *Pursuant to Section 904 of the Local Government Act, Council may approve a bonus density for residential development within the Knoll Comprehensive Development Area where an application for amendment to the Zoning Bylaw or a Phased Development Agreement proposes the following community or site amenities in a manner acceptable to Council:*
- d. *Dedication of park land over and above the 5% required pursuant to Section 941 of the Local Government Act.*
 - i. *Provision of 'Greenways' where their location generally conforms with the Knoll Conceptual Plan.*
 - ii. *Provision of usable public open space, such as civic squares, plazas, and commons.*
 - iii. *Long-term security and management of significant areas of mature, natural vegetation, wildlife movement corridors, and/or areas of wildlife*

habitat where such areas have been identified by a qualified environmental professional.

- iv. *The provision of substantial buffer zones adjacent to major roads identified on Schedule "C".*
- v. *The provision of agricultural tree farms to supply biomass fuel to district energy system(s).*
- e. *The Knoll should be developed with a diversity of housing types, both owner-occupied and rental, to accommodate a variety of income levels and housing needs including housing that is affordable, attainable, is family oriented, suitable for young couples, singles, 'empty nesters', accessible to people with disabilities or other special needs, and housing that allows for seniors to 'age in place'.*
- f. *To encourage development proponents to provide, for affordable, attainable or special needs housing, a minimum of 1% of the gross area of each parcel subject of an application for amendment to the Zoning Bylaw or a Phased Development Agreement. A Phased Development Agreement may provide for reduced road dedication to offset dedication as cash in-lieu for this purpose. Pursuant to Section 904 of the Local Government Act, the Council may apply a bonus density for residential purposes where a development proponent exceeds this standard.*
- g. *Residential development types may include:*
 - i. *Single family and single family with a secondary suite*
 - ii. *Two family*
 - iii. *Three family*
 - iv. *Four Family*
 - v. *Row Housing*
 - vi. *Multi-family (3 or more dwelling units per lot)*
 - vii. *Affordable housing¹*
 - viii. *Attainable housing²*
 - ix. *Special needs housing including assisted living, supportive housing, transitional housing, and residential care homes*

¹ Housing is considered affordable when a household can spend less than 30% of their income on accommodation.

² Attainable housing is market housing that is affordable to households with a range of incomes, but most often at the low to moderate end of the scale, and that is provided without ongoing senior government subsidy (as cited in City of Vernon, Attainable Housing Strategy, December 2007).

Commercial & Mixed-Use

- a. *Mixed use development is supported within the Knoll Comprehensive Development Area*
- b. *Commercial development considered appropriate for the Knoll area would include personal and professional services which would primarily serve the needs of nearby residents and persons working within and near the Knoll neighbourhood such as a convenience store or coffee shop and hairdresser or barber shop.*
- c. *Subject to the approval of Council, neighbourhood commercial or mixed-use development proposed for the Knoll Comprehensive Development Area may be implemented through zoning which is consistent with, and aims to achieve, the objectives of the Knoll Comprehensive Development Area.*

Transportation

- a. *Multi-use pathways should be integrated with the City of Enderby trail network to provide linkages and connectivity to parks, mixed use nodes, and residential areas within the Knoll as well as to transportation networks throughout the community.*
- b. *The Knoll neighbourhood should include a variety of transportation modes and routes to provide alternative options to single occupant vehicle dependency, to ensure ready access to public transit or active transportation (human powered), to reduce greenhouse gas emissions, to reduce the lifecycle cost of developing and maintaining roads, and to promote safe, healthy, non-motorized transportation methods.*
- c. *Ensure that transit stops, when provided, are convenient, safe, and sheltered, and that access to and from transit stops is along safe and convenient sidewalks, or off-street walkways.*

Urban Design

- a. *Buildings and structures should be designed in harmony with the environment and positive design and landscaping qualities of nearby development.*
- b. *Developments should include site appropriate landscaping and buffers aimed at protecting neighbouring properties from negative visual or privacy impacts and providing opportunities for on-site storm water infiltration.*
- c. *Protect or provide mature trees along transportation corridors.*
- d. *Application of the principles of Crime Prevention Through Environmental Design (CPTED) is encouraged for site and building design, lighting, landscaping and other elements. In particular, consideration should be given to:*

- i. *Adequate lighting of all parking and pedestrian areas;*
- ii. *Primary and secondary building entries should be clearly identifiable and well lit;*
- iii. *Exteriors of buildings should be adequately lit and have no hidden or obscured alcoves, bays, or other areas that could provide hiding places.*
- iv. *Landscaping and loading areas should not create hiding places;*
- v. *There should be clear visibility from within residences, offices, shops and other buildings to parking areas, pedestrian routes, and the street to increase safety through casual surveillance; and*
- vi. *Traffic calming measures where appropriate.*

Sustainability

- a. *Development should optimize energy and water efficiency, utilize green building design techniques, and maximize public security and safety.*
- b. *Where feasible, to utilize on-site or community renewable energy generation systems to supply electrical, heating, and cooling needs to buildings and other structures. Renewable and alternative energy sources include, but are not limited to: geothermal energy (heat loops and wells), wind (turbines), low-impact hydropower, passive solar heating (collectors, photovoltaic panels); fuel cells; heat energy extracted from air (heat pumps), biomass, bio-gas and wastewater effluent.*
- c. *To minimize water consumption and to help maintain capacity in the City's storm sewer system, a storm water management plan addressing pre- and post-development flows should ensure that there is full storm water retention and controlled release. Insofar as possible, storm water management systems should avoid utilizing piped solutions and should minimize the amount of impervious surfaces while maximizing the potential to capture, infiltrate, and filter rain water on site through the implementation of bio swales, detention ponds, rain gardens or any other relevant site design or landscaping measure. The use of rain water for irrigation and toilet flushing wherever possible is encouraged.*
- d. *Maximize the use of permeable pavers, or open-grid paving, on both public and private lands such as on private access driveways, low traffic streets and lanes, public plazas, patios, courtyards, school yards, parking areas, and pathways.*

Natural Open Space & Parks

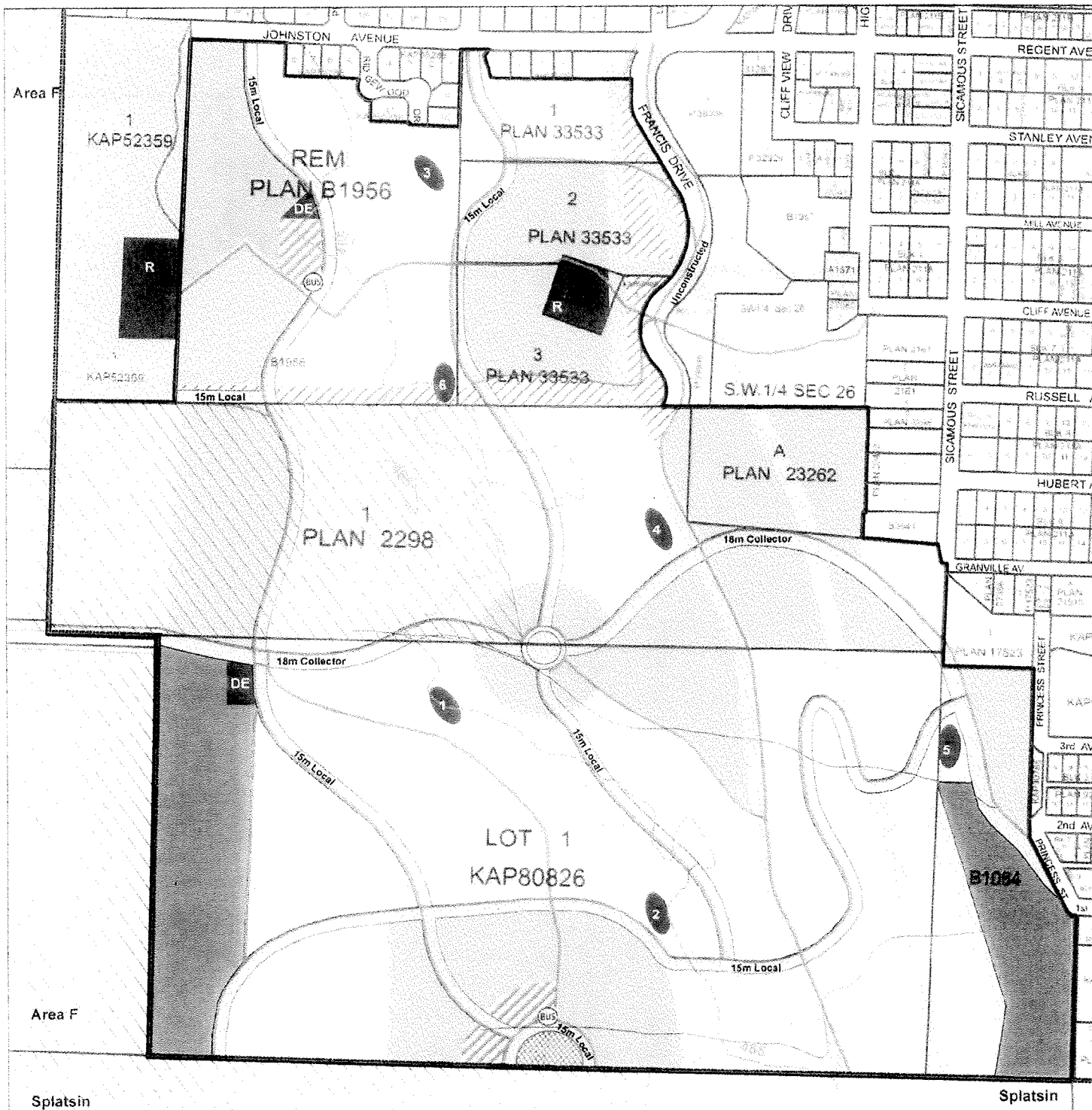
- a. *An owner of land being subdivided is encouraged to provide greater than 5% of the land being subdivided as open space, which may include, but is not limited to*

sensitive ecosystems and habitat features for environmental protection purposes, parkland, greenway trails, etc.

- b. Parks within the Knoll neighbourhood may include areas for environmental conservation, active recreation, and passive leisure activities.*

Community Gardens

- a. Community gardens are encouraged within the landscaped area of private land or as part of public park land.*



City of Enderby - Knoll Comprehensive Development Area

Single Family Residential (SF)
Mixed Use (MU)
Multi-Family Residential (MF)
Residential Care / Education (RC/E)

Utility (U)
Hydro / Natural Gas
Agn-Forest / Community Garden (AF/CG)
Civic Plaza (CP)

Future Park (FP)
Existing Park (P)
Future Conservation Area (FCA)
Existing Conservation Area (CA)

Multi-use Pathway
ALR
Creeks (location to be confirmed)
Knoll Boundary
City Boundary

DE - District Energy
R - Reservoir
Transit Stop
Storm Water Retention Pond



Disclaimer: This map was compiled by BOND, using data believed to be accurate; however, a margin of error is inherent in all maps. This is not to be distributed without warranty of any kind, either expressed or implied, including but not limited to, warranties of suitability or particular purpose or use.

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September 5th, 2013
Printed To Scale When 18" x 24"

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: March 25, 2014
Subject: Draft Official Community Plan Section 8 - Community Energy & Resource Efficiency

Recommendation

THAT Council considers and provides comment on *Section 8 - Community Energy & Resource Efficiency* of the draft City of Enderby Official Community Plan.

Background

The City of Enderby received a Federal Gas Tax Grant to undertake an Integrated Community Sustainability Planning (ICSP) process followed by a policy and regulatory framework alignment. The ICSP process involved a significant level of public consultation which led to the identification of community values, objectives, and priorities related to the environmental, social, and economic pillars of sustainability. These objectives, values, and priorities are now being integrated into the City's Official Community Plan (OCP) rewrite.

City Staff has already put forward Sections 1-6 of the Draft OCP for Council's review and comment in advance of First Reading of the Bylaw. Staff is now advancing *Section 8 - Community Energy & Resource Efficiency* (attached) for review and comment and will incorporate Council's feedback prior to First Reading of the Bylaw. Please be advised that Council is welcome to provide comment on *Section 8 - Community Energy & Resource Efficiency*, as well as any other Sections of the OCP which have been presented to Council, at any point until Staff freezes the draft Bylaw in order to forward it to First Reading; thereafter, Council will continue to have the opportunity to provide feedback during the OCP adoption process itself. Given the extensive public process and the implications for the OCP, Staff hope that releasing the draft Sections will provide the most opportunity for Council to provide feedback.

Modifications to Section 8 - Community Energy & Resource Efficiency

Section 8 - Community Energy & Resource Efficiency has a strong link to several Strategy Areas within the ICSP including Community & Individual Health, the Natural Environment, and Transportation & Infrastructure. A comprehensive list of issues, challenges, opportunities and constraints relative to the aforementioned Strategy Areas were incorporated into *Section 8 - Community Energy & Resource Efficiency*.

Key additions to the *Section 8 - Community Energy & Resource Efficiency* Objectives include references to:

- Utilizing renewable energy sources as a means for reducing the community's carbon footprint.
 - The existing OCP outlined the City's commitments under the Climate Action Charter to becoming carbon neutral, but it did not give a reference to renewable sources of energy as a means for satisfying this commitment. Renewable sources of energy were identified as a

key strategy through the ICSP process for reducing the community's carbon footprint and helping to fulfill the City's commitments under the Climate Action Charter; renewable sources of energy do not deplete natural resources and have little or no associated greenhouse gas emissions.

- Reducing the community's carbon footprint in order to battle climate change.
 - Although the existing OCP had references to the Climate Action Charter and the Community Energy & Greenhouse Gas Emissions Inventory, there were no references made to how these initiatives were in response to the global issue of climate change. Through the ICSP process, climate change was identified as the most significant challenge in the community's pursuit of environmental sustainability.
- Implementing Smart Growth principles within development to promote Enderby as a complete, compact and walkable community.
 - The existing OCP referenced elements of Smart Growth development within the opening discussion but there were no direct references to Smart Growth within the Objectives. Implementing Smart Growth development principles was identified as a key strategy in ensuring that the City of Enderby developed into a complete, compact, and walkable community which had a reduced carbon footprint.

Key additions to the *Section 8 - Community Energy & Resource Efficiency Policies* include references to:

- Applying for senior government grants to help offset costs associated with energy efficiency and water conservation upgrades.
 - The existing OCP gave no reference to senior government funding as a means for offsetting costs related to energy efficiency and water conservation upgrades. Senior government grants have been critical in enabling the City of Enderby to deliver projects related to energy and resource efficiency such as the ICSP process and Water Conservation Program.
- Developing opportunities for active modes of transportation in order to reduce vehicle travel within the community.
 - The existing OCP gave reference to the need to reduce single-passenger vehicle travel within the community but did not reference active modes of transportation as a means for achieving this reduction. Active transportation was identified as a key priority within the ICSP and, as a means of implementing this priority, an Active Transportation Planning process was initiated as in the fall of 2013.
- Supporting infill and redevelopment within the community.
 - The existing OCP gave reference to infill and redevelopment within the *Residential Lands* Section of the OCP, but not the *Community Energy & Resource Efficiency* Section. Infill and redevelopment are key processes within Smart Growth development and are thus an integral part of the ICSP. Infill and redevelopment strengthens energy and resource efficiency through increasing density, maximizing the use of existing infrastructure, and reducing greenfield development and boundary expansion pressures.
- Implementing Smart Growth principles within development to promote Enderby as a complete, compact and walkable community.
 - The existing OCP referenced elements of Smart Growth development within the opening discussion but there were no direct references to Smart Growth within the Policies.

Implementing Smart Growth development principles was identified as a key strategy in ensuring that the City of Enderby developed into a complete, compact, and walkable community which had a reduced carbon footprint.

- Encouraging the use of district energy systems throughout the community.
 - The existing OCP outlined the City's commitments under the Climate Action Charter to becoming carbon neutral, but it did not give a reference to district energy systems as a means for satisfying this commitment. District energy systems were identified as a key strategy through the ICSP process for reducing the community's carbon footprint and helping to fulfill the City's commitments under the Climate Action Charter; district energy systems utilize renewable fuel sources and avoid the burning of fossil fuels.
- Developing alternative infrastructure standards and urban design principles which promote environmental, economic, and social sustainability.
 - The existing OCP gave no reference to the use of alternative infrastructure standards and urban design principles as a means for achieving energy and resource efficiency. Alternative infrastructure standards and urban design principles were identified as a key strategy through the ICSP for reducing the community's carbon footprint and helping to fulfill the City's commitments under the Climate Action Charter as they are consistent with Smart Growth development. Alternative infrastructure standards and urban design principles help to ensure that the community is developed in a sustainable manner that promotes density, efficiency, and walkability, all of which are critical to fostering energy and resource efficiency.

Conclusion

Section 8 - Community Energy & Resource Efficiency of the OCP has been significantly modified to reflect the community's current values, objectives, and priorities as identified through the ICSP. Council can provide comment on Section 8 at the draft stage and at any point during the OCP adoption process itself.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

SECTION 8 – COMMUNITY ENERGY & RESOURCE EFFICIENCY

8.1 Discussion

Originating out of the Green Communities Act (Bill 27, 2008), the Local Government Act specifies that the scope of an Official Community Plan must include targets and policies for the reduction of greenhouse gas (GHG) emissions.

The City of Enderby has signed the Climate Action Charter and has committed to developing strategies and taking actions to create complete, compact, more energy efficient communities. The ICSP and Knoll Neighbourhood Plan have been developed to strengthen Enderby as a complete, compact and energy efficient community.

8.2 Community Energy & Resource Efficiency Objectives

Council has the following objectives for Community Energy & Resource Efficiency:

- a. Reduce community-wide GHG emissions by 7% from 2007 levels by 2020 and by 13% by 2030.*
- b. Enderby is a leader in clean, renewable Energy production and supports renewable sources of energy such as solar, water, wind and biomass to reduce the community's carbon footprint.*
- c. The community is aware of the causes and effects of climate change and undertakes significant steps to reduce the community's carbon footprint and avoid the burning of fossil fuels.*
- d. Development within Enderby uses Smart Growth principles which result in neighbourhoods that are relatively denser, mix land uses, have a range of housing types and sizes, and are linked by pedestrian, cycling and transit routes which promote Enderby as a complete, compact and walkable community.*

8.3 Community Energy & Resource Efficiency Policies:

- a. Council will identify and implement strategies to quantify and reduce greenhouse gas emissions, energy and water consumption in municipal buildings, facilities, and vehicles.*
- b. Council will encourage residents to maximize energy efficiency and water conservation in their homes.*
- c. Council will apply for senior government grants, as available, to help offset costs of eligible energy efficiency and water conservation upgrades.*

- d. Council will encourage the business sector to become more energy and water efficient in their buildings and facilities.*
- e. Council will develop opportunities and infrastructure that enable residents to use active modes of transportation in order to reduce vehicle travel within the community.*
- f. Council will investigate how urban forests, parks, and green space may be utilized to meet the objectives of greenhouse gas emission reduction.*
- g. Council will collaborate with other levels of government, utilities, and non-governmental organizations to raise awareness and build community-wide appreciation and support for climate change mitigation and adaptation.*
- h. Council will support infill and redevelopment within the community.*
- i. Council will employ Smart Growth principles in future development.*
- j. Council will encourage the use of low emission, high efficiency district energy systems throughout the community.*
- k. Council will support alternative infrastructure standards and urban design principles which promote environmental, economic, and social sustainability.*

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
 From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
 Date: April 1, 2014
 Subject: Draft Official Community Plan Sections 9, 10, 11, 15

Recommendation

THAT Council considers and provides comment on Sections 9, 10, 11, and 15 of the draft City of Enderby Official Community Plan.

Background

The City of Enderby received a Federal Gas Tax Grant to undertake an Integrated Community Sustainability Planning (ICSP) process followed by a policy and regulatory framework alignment. The ICSP process involved a significant level of public consultation which led to the identification of community values, objectives, and priorities related to the environmental, social, and economic pillars of sustainability. These objectives, values, and priorities are now being integrated into the City's Official Community Plan (OCP) rewrite.

City Staff has already put forward Sections 1-6 and 8 of the draft OCP for Council's review and comment in advance of First Reading of the Bylaw. Staff is now advancing the following Sections (attached) for Council's review and comment:

Section 9 - Urban Containment and Rural Protection
Section 10 - Residential Lands
Section 11 - Knoll Comprehensive Development Area
Section 15 - Agricultural Lands

Please be advised that Council is welcome to provide comment on Sections 9, 10, 11, and 15, as well as any other Sections of the OCP which have been presented to Council, at any point until Staff freezes the draft Bylaw in order to forward it to First Reading; thereafter, Council will continue to have the opportunity to provide feedback during the OCP adoption process itself. Given the extensive public process and the implications for the OCP, Staff hope that releasing the draft Sections will provide the most opportunity for Council to provide feedback.

These Sections have been significantly modified to reflect the outcomes of the ICSP. The following outlines the major changes that were made to Sections 9, 10, 11, and 15 of the OCP:

Section 9 - Urban Containment and Rural Protection

Section 9 - Urban Containment and Rural Protection will replace *Section 8 - Boundary Adjustment* of the existing OCP. The topic of *Urban Containment and Rural Protection* has a strong link to both the ICSP and the North Okanagan Regional Growth Strategy (RGS) as it:

- Reduces pressures related to greenfield development and boundary extension;
- Efficiently uses land by increasing neighbourhood density and the ratio of improvement-to-land values of the property;
- Is consistent with sound Asset Management Investment Planning principles; and
- Supports the processes of infill and redevelopment.

A range of 1,000 to 1,450 residential units was identified as the estimated number of units that the City of Enderby could accommodate through infill and future development within the Knoll Neighbourhood, which would in turn accommodate a population increase ranging from 1500 to 2300 people; based on the 1.5% projected growth rate, it is estimated that the City could accommodate this population increase within the existing City boundaries for 30 to 40 years.

Key additions to the *Section 9 - Urban Containment and Rural Protection* Objectives include references to:

- Accommodating a projected rate of growth and development of 1.5% or less over the term of the Plan;
 - The existing OCP gave reference to a projected rate of growth and development of 4% or less over the term of the Plan. The existing OCP was written at a point in time when the economy and development sector were booming, hence the 4% projected rate of growth and development; the North Okanagan RGS has since estimated a much more conservative rate of growth of 1.46% for the North Okanagan region.
- Servicing Growth Areas with community water and sewer systems, or alternate servicing standards, in order to accommodate a broad range of urban land uses at urban densities;
 - The existing OCP gave no reference to the servicing growth areas with community water and sewer systems or alternate servicing standards. Community water and sewer systems are an integral part of a developed urban setting and allowing for alternate servicing standards in some instances will enable development to occur at no net cost to the City in the form of infrastructure extensions.
- Developing the Knoll into a complete, compact neighbourhood consistent with the Knoll Comprehensive Development Area objectives and policies;
 - *Section 8 - Boundary Extension* of the existing OCP gave no reference to developing the Knoll into a complete, compact neighbourhood. Developing the Knoll into a complete, compact neighbourhood is consistent with Smart Growth principles which were identified as a key strategy within both the ICSP and North Okanagan RGS. Complete, compact neighbourhoods reduce pressures related to boundary extensions and thus foster urban containment and rural protection.
- Promoting infill, redevelopment and brownfield reclamation;
 - *Section 8 - Boundary Extension* of the existing OCP gave no reference to infill, redevelopment or brownfield reclamation. Infill, redevelopment and brownfield reclamation were identified as key strategies within the ICSP and North Okanagan RGS as they add density and improve real estate within existing developed areas which in turn reduce boundary extension pressures and promote urban containment and rural protection.
- To establish Growth Areas, Future Growth Areas and Rural Protection Areas consistent with the RGS;

- The existing OCP gave no reference to Growth Areas, Future Growth Areas, or Rural Protection Areas as the RGS was not yet developed at the time the OCP was written. Establishing these areas throughout the community will allow the City of Enderby to identify which areas should accommodate existing growth, which areas should accommodate future growth, and which areas should be used to preserve rural development and agriculture.
- Allowing phased development in Future Growth Areas such that any new lots are a minimum of 2,000 m², do not require new highway infrastructure, and are supported by sustainable alternate development standards relative to other infrastructure services;
 - The existing OCP gave no reference to allowing phased development within the designated Future Growth Area. Permitting phased development within the Future Growth area while ensuring a minimum lot area of 2,000 m², no new highway infrastructure, and sustainable alternative development standards as needed will allow for the benefits of infill development to be realized while at the same time not resulting in a net cost to the City in the form of infrastructure extensions.

Key additions to the *Section 9 - Urban Containment and Rural Protection Policies* include references to:

- Establishing Growth Areas, Future Growth Areas and Rural Protection Areas as identified on Schedule "E";
 - The existing OCP gave no reference to Growth Areas, Future Growth Areas, or Rural Protection Areas as the RGS was not yet developed at the time the OCP was written. Establishing these areas throughout the community will allow the City of Enderby to identify which areas should accommodate existing growth, which areas should accommodate future growth, and which areas should be used to preserve rural development.
- Supporting a phased approach to development including alternate servicing standards within the designated Growth Area and Future Growth Area;
 - The existing OCP gave no reference to supporting a phased approach to development coupled with alternate servicing standards. A phased approach would ensure that unsustainable 'leap frog' development does not occur while the alternate servicing standards would ensure that development would not result in a net cost to the City in the form of infrastructure extensions.
- Not supporting development within Rural Protection Areas;
 - The existing OCP gave no reference to not supporting development within Rural Protection Areas. Ensuring that development does not occur within Rural Protection Areas will work towards focusing growth within Growth Areas, and Future Growth Areas where appropriate, while preserving rural development and agriculture.
- Cooperating with the Regional District in maintaining densities and configurations to ensure that expansion and development into the designated Future Growth Area to the west of the City boundaries is not encumbered;
 - The existing OCP gave no reference to ensuring the future expansion and development of the City into the designated Future Growth Area is not encumbered. Maintaining densities and configurations will ensure that the long term development of the City and beyond occurs in a logical, effective, and efficient manner.

- Developing a robust strategy to support infill, redevelopment and brownfield reclamation;
 - *Section 8 - Boundary Extension* of the existing OCP gave no reference to infill, redevelopment or brownfield reclamation. Infill, redevelopment and brownfield reclamation were identified as key strategies within the ICSP and North Okanagan RGS as they add density and improve real estate within existing developed areas which in turn reduces boundary extension pressures and promotes urban containment and rural protection.

Section 10 - Residential Lands

Residential development was a significant topic of discussion within both the ICSP and North Okanagan RGS as it has a significant impact on the environmental, social and economic sustainability of the community.

Key additions to the *Section 10 - Residential Lands* Objectives include references to:

- Encouraging and supporting Smart Growth principles within residential development;
 - The existing OCP gives reference to certain elements of Smart Growth development, such as affordable housing and innovative building design, but it does not specifically reference Smart Growth. Implementing Smart Growth principles within residential development was identified as a key strategy within the ICSP and North Okanagan RGS as it fosters complete, compact communities which are more environmentally, socially and economically sustainable.
- Promoting infill, redevelopment and brownfield reclamation;
 - The existing OCP gave no reference to infill, redevelopment or brownfield reclamation. Infill, redevelopment and brownfield reclamation were identified as key strategies within the ICSP and North Okanagan RGS as they renew older neighbourhoods and local housing stock, add density to developed areas, reduce pressures related to boundary extension and greenfield development, maximize the value of existing infrastructure, provide affordable, attainable, and rental housing options, and are consistent with sound Asset Management principles.

Key additions to the *Section 10 - Residential Lands* Policies include references to:

- Inserting a table outlining maximum permitted gross densities and housing forms that are permitted within each residential land use designation;
 - The existing OCP only gave reference to the maximum permitted gross densities within the Residential Low Density and Residential Medium Density land use designations. *Section 10 - Residential Lands* has been updated to also include Country Residential and Knoll Comprehensive Development Area land use designations and to increase the maximum permitted gross density for the Residential Medium Density land use designation from 50 units/hectare to 80 units/hectare in order to make it consistent with the Zoning Bylaw.
- Supporting a change in future land use designation from Country Residential to Residential Low Density for a property along Gunter Ellison Road;
 - The existing OCP gave no reference to considering amending the OCP to change the future land use designation of the aforementioned property. A Residential Low Density land use

designation would enable a large-lot residential subdivision which would utilize alternate servicing standards; this development would be consistent with the *Urban Containment and Rural Protection* objective above which relates to permitting infill development in Future Growth Areas such that any new lots are a minimum of 2,000 m², do not require new highway infrastructure, and are supported by sustainable alternate development standards. This type of development will allow for the benefits of infill development to be realized while not resulting in a net cost to the City in the form of infrastructure extensions.

- Supporting a change in future land use designation to Residential Medium Density for properties designated as General Commercial or Highway and Tourist Commercial, subject to an application for amendment to the Zoning Bylaw and consideration of commercial form, character, and floor space needs;
 - The existing OCP gave no reference to supporting a change in future land use designation for properties designated as General Commercial (downtown core) or Highway and Tourist Commercial (highway corridor). Allowing for higher density residential developments within the downtown core and along the highway corridor is consistent with mixed use development, which is a key Smart Growth principle, and will directly implement two infill and redevelopment recommendations put forward by the City of Enderby Infill & Redevelopment Working Group. Giving due consideration to commercial form, character and floor space needs at the time of an OCP amendment application will ensure that the integrity of commercial development within the downtown core and highway corridor is not compromised.
- Supporting a rezoning to Residential Single Family (R.1-A) for two properties located along Salmon Arm Drive;
 - The existing OCP gave no reference to supporting a rezoning to Residential Single Family (R.1-A) for the aforementioned properties. These properties are located on large lots, therefore a change in zoning to Residential Single Family (R.1-A) zone would facilitate potential subdivisions as this zone has a reduced minimum lot area of 450 m². A potential subdivision of these properties would be consistent with the City's objectives related to urban containment, rural protection, and infill development.
- Supporting a change in future land use designation from Residential Low Density to Residential Medium Density for a property located along Salmon Arm Drive;
 - The existing OCP gave no reference to supporting a change in future land use designation for the aforementioned property. Due to the large parcel size and proximity to other higher density residential developments, the property has a high potential for infill development and can thus help to achieve the City's objectives related to urban containment and rural protection.

Section 11 - Knoll Comprehensive Development Area

The *Knoll Comprehensive Development Area* Section of the OCP has been significantly modified as the existing OCP only gave reference to broad principles for future development within the Knoll, whereas *Section 11 - Knoll Comprehensive Development Area* integrates the community's sustainability objectives, values, and priorities as identified through the ICSP process.

The City of Enderby used the sustainability objectives, values, and priorities identified through the ICSP process to develop a sustainable land use and servicing concept for the Knoll which is framed within the Knoll Neighbourhood Plan; this Plan was reviewed by Council at their December 17, 2013 strategic planning session. The Knoll Neighbourhood Plan was the basis for *Section 11 - Knoll Comprehensive Development Area* of the draft OCP. At the time of rezoning, subdivision, or Phased Development Agreement negotiations, Section 11 will act as the tool for ensuring that development in the Knoll is consistent with the objectives, values, and priorities of the community.

Key elements of future development within the Knoll as proposed within *Section 11 - Knoll Comprehensive Development Area* include:

- Higher densities than traditional residential development;
- A mix of land uses;
- A pedestrian-oriented built environment;
- An integrated active transportation network which provides connectivity throughout the neighbourhood and the broader community;
- Affordable, attainable and special needs housing opportunities;
- A range of housing options to meet the needs of a broad range of age groups, income levels, individuals, and households;
- An increase in preserved open space and natural areas through clustering;
- Sustainable infrastructure standards such as narrower rights-of-way and smaller lot sizes;
- Neighbourhood and building design which promotes energy and resource efficiency; and
- Safe neighbourhood and building design through *Crime Prevention through Environment Design* principles.

Section 15 - Agricultural Lands

Although the City of Enderby does not have a large supply of agricultural land within the City limits, agriculture is still a significant aspect of the community and the region as a whole. The ICSP and North Okanagan RGS both discuss the importance of protecting and preserving agricultural lands.

The City of Enderby has referred *Section 15 - Agricultural Lands* of the draft OCP to the Agricultural Land Commission (ALC) for review and comment. The comments received from the Commission have been incorporated into Section 15.

Key additions to the *Section 15 - Agricultural Lands* Objectives include references to:

- Refining the ALR boundaries to the west of the City of Enderby as it relates to a property along Gunter Ellison Road;
 - The existing OCP gave no reference to refining ALR boundaries for the aforementioned property; adjusting the boundaries would enable a 5 lot subdivision and would not negatively affect the agricultural potential of the area as the property is located on a hillside with a significant slope. This Objective is consistent with discussions had between Staff and the ALC.

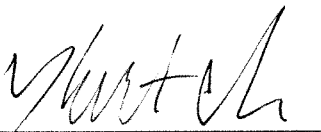
Key additions to the *Section 15 - Agricultural Lands Policies* include references to:

- Supporting an application under Section 30(1) of the Agricultural Land Commission Act for a partial exclusion from the ALR for a property located along Francis Drive.
 - The existing OCP gave reference to supporting a *complete* exclusion from the ALR for the aforementioned property, along with the neighbouring property directly the south. Both of these properties are key properties within the Knoll Comprehensive Development Area. The neighbouring property has since been completely excluded from the ALR while the City now only envisions a partial exclusion for the aforementioned property as the portion of the property proposed as a Future Park would remain within the ALR to support the preservation of agriculture. This Policy is consistent with discussions had between Staff and the ALC.
- Working with the ALC to support refining the ALR boundaries to the west of the City of Enderby as it relates to a property along Gunter Ellison Road;
 - The existing OCP gave no reference to refining ALR boundaries for the aforementioned property; adjusting the boundaries would enable a 5 lot subdivision and would not negatively affect the agricultural potential of the area as the property is located on a hillside with a significant slope. This Objective is consistent with discussions had between Staff and the ALC.

Conclusion

Sections 9, 10, 11, and 15 of the OCP have been significantly modified to reflect the community's current values, objectives, and priorities as identified through the ICSP. Council will have the opportunity to provide comment on the aforementioned Sections both at the draft stage and throughout the adoption process itself.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

SECTION 9 – URBAN CONTAINMENT AND RURAL PROTECTION**9.1 Discussion**

The RGS has a projected growth rate of 1.46% per annum. A growth rate of 1.5% has been utilized for the purposes of this plan. The ICSP process has determined that there is infill potential within the existing residential areas of the City that would accommodate approximately 200 units and support a population increase of approximately 375. In addition, the Knoll Neighborhood Conceptual Plan identifies available land that could accommodate a range of 800 to 1250 units by using Smart Growth principles and increased densities. This would accommodate a population increase ranging from 1500 to 2300. These areas will provide adequate land base to meet the 1.5% projected growth rate within the existing City boundaries for 30 to 40 years. The premature extension of City boundaries and services would be wasteful and costly in social, economic and environmental terms. The objectives and policies stated below are generally consistent with the RGS in terms of urban containment and rural protection.

9.2 Urban Containment and Rural Protection Objectives

Council has the following objectives for Urban Containment and Rural Protection:

- a. To accommodate the projected rate of growth and development of 1.5% or less over the term of this Plan within current municipal boundaries.*
- b. Areas designated as Growth Areas are to be fully serviced with community water and sewer systems, or alternate servicing standards that meet sustainability objectives as approved by the City, and should accommodate a broad range of urban land uses at urban densities.*
- c. Compact, complete communities will be encouraged consistent with the Knoll Comprehensive Development Area objectives and policies.*
- d. To promote infill, redevelopment and brownfield reclamation that uses existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.*
- e. To establish Growth Areas, Future Growth Areas, and Rural Protection Areas consistent with the RGS.*
- f. To allow for phased development in Future Growth Areas such that any new lots created are a minimum of 2,000 m², do not require new highway infrastructure, and are supported by sustainable alternate development standards relative to other infrastructure services.*

9.3 Urban Containment and Rural Protection Policies

- a. Council will maintain the City's current municipal boundaries for the term of this Plan.*
- b. Council hereby establishes Growth Areas, Future Growth Areas and Rural Protection Areas as identified on Schedule "E".*
- c. Council supports a phased approach to development including consideration of alternate servicing standards within Growth Areas and Future Growth Areas.*
- d. Council will not support development within Rural Protection Areas.*
- e. Council will cooperate with the Regional District in maintaining densities and configurations that do not encumber the future expansion and development of the City for those lands west of current boundaries, identified within the RGS as Future Growth Areas.*
- f. Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.*

SECTION 10 – RESIDENTIAL LANDS

10.1 Discussion

The ICSP encourages a complete, compact community which is economically, socially and environmentally sustainable. The RGS supports and encourages a variety of options to meet the diverse housing needs of all residents of the region.

10.2 Residential Land Use Objectives

Council has the following objectives for Residential land use:

- a. To encourage and support residential development that respects the following Smart Growth principles:*
 - ☐ *Mix land uses. Each neighbourhood has a mixture of homes, retail, business, and recreational opportunities.*
 - ☐ *Build well-designed compact neighbourhoods. Residents can choose to live, work, shop and play in close proximity.*
 - ☐ *Provide a variety of transportation choices. Neighbourhoods are attractive and have safe infrastructure for walking, cycling and transit, in addition to driving.*
 - ☐ *Create diverse housing opportunities. People in different family types, life stages and income levels can afford a home.*
 - ☐ *Encourage growth in existing communities. Investments in infrastructure (such as roads and schools) are used efficiently.*
 - ☐ *Preserve open spaces, natural beauty, and environmentally sensitive areas. Development respects natural landscape features and has higher aesthetic, environmental, and financial value.*
 - ☐ *Protect and enhance agricultural lands. A secure and productive land base, such as BC's Agricultural Land Reserve, provides food security, employment, and habitat, and is maintained as an urban containment boundary.*
 - ☐ *Utilize economically, socially, and environmentally sustainable infrastructure and green buildings. Green buildings and sustainable systems can save both money and the environment in the long run.*
 - ☐ *Foster a unique neighbourhood identity. Each community is unique, vibrant, diverse, and inclusive.*
 - ☐ *Nurture engaged citizens. Places belong to those who live, work, and play there. Engaged citizens participate in community life and decision-making.*
- b. To promote infill, redevelopment and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.*
- c. To provide a balance of residential housing types that will allow for orderly, efficient, attractive, and sustainable development in the Knoll (see Section 11).*

10.3 Residential Land Use Policies

a.

Land Use Designation	Housing Forms	Maximum Permitted Gross Density
<i>Country Residential</i>	<ul style="list-style-type: none"> • <i>Single Family Dwellings</i> • <i>Two Family Dwellings</i> 	<i>1 unit/ha/gross</i>
<i>Residential Low Density</i>	<ul style="list-style-type: none"> • <i>Single Family Dwellings</i> • <i>Single Family Dwellings with Secondary Suite</i> • <i>Two Family Dwellings</i> 	<i>20 units/ha/gross</i>
<i>Residential Medium Density</i>	<ul style="list-style-type: none"> • <i>Residential Low Density Forms</i> • <i>Row Housing</i> • <i>Multiple Family Dwellings</i> • <i>Adult Retirement Housing</i> • <i>Seniors Housing</i> 	<i>80 units/ha/gross</i>
<i>Knoll Comprehensive Development Area</i>	<ul style="list-style-type: none"> • <i>Residential Low Density Forms</i> • <i>Row Housing</i> • <i>Multiple Family Dwellings</i> • <i>Adult Retirement Housing</i> 	<i>70 units/ha/gross</i>

- b. *The designation of Country Residential shown on the Land Use Designation Map (Schedule "B") is the policy of Council and has been applied to those lands deemed unsuitable for the permitted densities of Residential Low Density or higher based upon hazards to development, servicing costs, access problems and visual impacts arising from steep topography, and/or a surrounding land use context which is best suited to rural densities. Subject to refinement of the Agricultural Land Reserve boundaries, Council will consider an amendment to the Official Community Plan to change the future land use designation of the property legally described as Lot A, Plan 27274, Section 27, Township 18, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except Plan KAP59772 from Country Residential to Residential Low Density.*
- c. *Housing for the community's seniors within the Medium Density Residential designation to a maximum of 15% of the total allowable dwelling units will be permitted without being included in the density calculation.*
- d. *Pursuant to Section 904 of Local Government Act, Council may apply a bonus density for residential designations without amendment to this Plan where an application for amendment to the Zoning Bylaw proposes the following community or site amenities:*

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- i. Dedication of park land suitable to the Council over and above the 5% required pursuant to Section 941 of the Local Government Act, where their location conforms to the Parks, Open Space and Trails Plan shown on Schedule "C".*
 - ii. Provision of 'Greenways' where their location conforms to the Parks, Open Space and Trails Plan illustrated on Schedule "C".*
 - iii. Long-term security and management of significant areas of mature, natural vegetation where these have been identified by environmental agencies.*
 - e. Pursuant to Section 904 of the Local Government Act, the Council may apply a bonus density for residential designations without amendment to this Plan where an application for amendment to the Zoning Bylaw proposes the provision of affordable or special needs housing.*
 - f. Council encourages the infill of vacant parcels within existing residential areas.*
 - g. Council may support a change in future land use designation to Residential Medium Density for properties designated as General Commercial or Highway and Tourist Commercial, as shown on the Land Use Designation Map (Schedule "B"), subject to an application for amendment to the Zoning Bylaw and consideration of commercial form, character, and floor space needs.*
 - h. Council may support a rezoning to Residential Single Family (R.1-A) for the properties legally described as Lot A, Sec 27, R19, M6, Plan 1702, LD25 and Sec 27, R9, M6, Plan B1074, LD25.*
 - i. Council may support a change in future land use designation from Residential Low Density to Residential Medium Density for the property legally described as Lot 1, Section 26, Township 18, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 12549, subject to an application for amendment to the Zoning Bylaw.*

SECTION 11 – KNOLL COMPREHENSIVE DEVELOPMENT AREA

11.1 Description

*The Knoll Comprehensive Development Area of Enderby consists of approximately 83 ha of land on a prominent rise in the City's southwest sector as shown on **Schedule "B"**. Along the easterly edge of the Knoll, a steep slope rises west of Princess Avenue. From the crest of this slope the land rises moderately to the west in a series of undulating hills. An underground natural gas line and overhead Hydro transmission lines run in a north/south direction across the easterly slopes of the Knoll. The westerly side of the Knoll is defined by the City boundary and overlooks the Gunter-Ellison Road valley. The City boundary also defines the south limit of the Knoll and corresponds to the north boundary of the Splatsin I.R. No. 2. Relatively recent residential development along Johnston Avenue defines the Knoll's north boundary. Currently, the Knoll is a largely undeveloped area with substantial forest cover and meadows, including approximately 11 ha within the Agricultural Land Reserve.*

11.2 Policy Context

The North Okanagan Regional Growth Strategy (adopted in 2011) provides a common framework for regional and local planning and the Knoll Comprehensive Development Area is an opportunity to interpret and implement the Regional Growth Strategy within the Enderby context. The Regional Growth Strategy focuses on developing healthy and sustainable communities for all residents, addressing environmental issues, encouraging a robust and diverse economy, conserving resources and enhancing natural and built environments. The 10 'Smart Growth' principles form the basis of the Strategy and are the foundation that guides implementation.

In 2012, the City of Enderby undertook an Integrated Community Sustainability Planning (ICSP) process which engaged a broad cross section of citizens in consultation opportunities, presentations, stakeholder meetings and workshops. This project generated an assessment of Enderby's current reality and identified a desired future for Enderby in relation to environmental, social and economic sustainability. The Knoll neighbourhood was specifically identified in the ICSP as an opportunity to "set the sustainability bar" for development within the community.

Since 1995, the Official Community Plan has identified the Knoll as the primary area for future growth within the City.

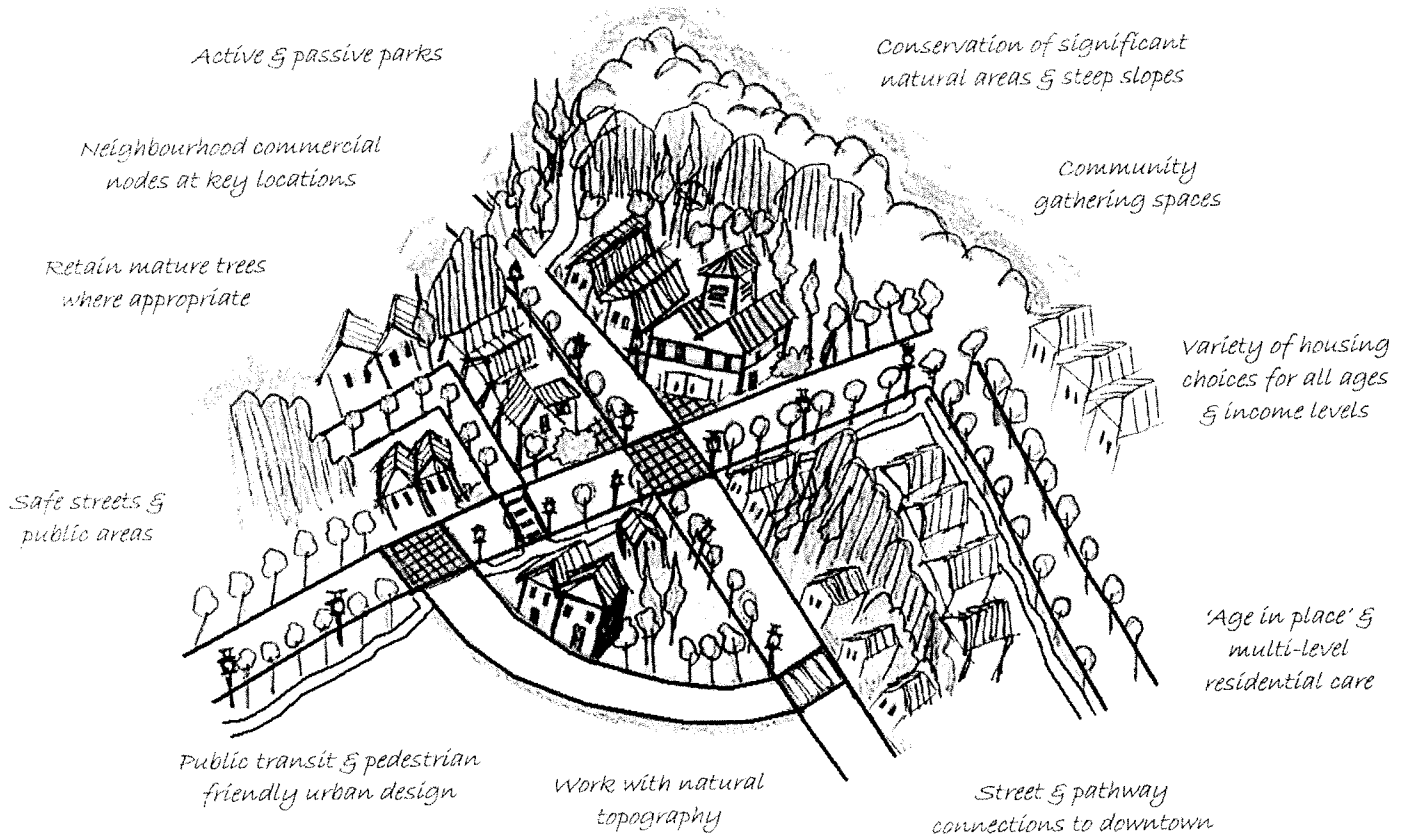
In keeping with the principles of the Regional Growth Strategy, the desired future identified within the ICSP and the longstanding objectives of the Official Community Plan, the intent of the Knoll Comprehensive Development Area policies are to create a neighbourhood with a more sustainable form which in turn will preserve the natural environment, foster a healthy, safe built environment for residents, and reduce costs related to infrastructure development, maintenance, and replacement. It is intended that by allowing for a mix of residential densities, neighbourhood-oriented commercial development, and other compatible land uses that people of all walks of life will find

residential options that meet their needs, lifestyles, and income levels. Allowing for compatible commercial uses within this new neighbourhood is not intended to compete with business in Enderby's downtown core but given the number of units at build out, it is anticipated that neighbourhood type commercial uses will be required.

Interconnectivity is crucial to facilitating mobility and is part of successful planning and development. On-street and off-street pedestrian and cycling amenities are envisioned to provide opportunities for outdoor recreation and non-vehicular transportation links within the Knoll neighbourhood and to destinations beyond. Public spaces in the Knoll neighbourhood may include a combination of natural open space, active and passive parks as well as community gathering places such as village greens, squares or plazas that will instil a sense of community. Opportunities abound within the Knoll to protect environmental and ecological features which provide for wildlife habitat, improved air quality, visual and noise buffers, storm water management and erosion control.

It is anticipated that the type and pattern of future land use within the Knoll Comprehensive Development Area will be influenced by the demographic and economic characteristics of the community and will reflect the desired future for Enderby as identified within the ICSP.

The following diagram provides an illustration of sustainable neighbourhood design elements that should be considered when planning within the Knoll Comprehensive Development Area:



11.3 Objectives

Council has the following objectives for the Knoll Comprehensive Development Area:

- a. To instil a strong sense of community and foster a high quality of life for residents of the Knoll neighbourhood.*
- b. To achieve a “complete community” meaning the Knoll will have opportunities for working, recreating, learning and living.*
- c. To create a neighbourhood that is unique and identifiable in form and character, allowing for nodes of development which mix residential, neighbourhood commercial, health care, education, recreation and other compatible uses that would serve primarily a local need within a village-scale context.*
- d. To design a streetscape which is oriented towards the pedestrian and provides the necessary amenities which make the Knoll a safe, comfortable and convenient space for residents to walk, cycle, recreate, and interact.*
- e. To support the creation of mixed-use nodes and residential areas that facilitate non-vehicular transportation, promote personal security, positive social interaction, and contribute towards a more sustainable community.*
- f. To encourage innovative development that is suitable to a broad range of age groups, income levels, individuals, and households.*
- g. To minimize the use of and the dependence on the automobile and maximize opportunities for walking, cycling or using other non-vehicular modes of transportation through a multi-modal transportation system which can safely and comfortably meet many typical daily needs within the Knoll neighbourhood.*
- h. To achieve energy and water use efficiency and greenhouse gas emission reduction by utilizing design and construction methods informed by LEED-ND principles within any development proposal.*
- i. To protect high value ecological habitats.*
- j. To reduce the life-cycle cost of municipal services and infrastructure.*
- k. To set a regional precedent for socially, economically and environmentally sustainable design at the site, neighbourhood, and community level.*
- l. To establish an integrated parks, open space, trail, and multi-use pathway network to facilitate non-vehicular access within the Knoll area, to the downtown core, and to other destinations in and around Enderby.*

11.4 Policies

Council has the following policies for the Knoll Comprehensive Development Area:

General

Provide flexibility to development proponents to bring forward creative ideas and designs to achieve the defined objectives. Phased Development Agreements and Multi-family Zoning will be utilized to provide both certainty and flexibility for the developer and the community.

Hazard Mitigation

Avoid developing hillsides of greater than 30% slope unless the lands are certified as safe for the intended use by a Professional Engineer or Professional Geoscientist who is registered or licensed under the Engineers and Geoscientists Act of British Columbia with specific expertise in geotechnical engineering.

Siting

Establish covenants to control the locations of residences to ensure that they can be integrated into future, denser development schemes and do not hinder infill potential.

Residential

- a. *Residential development within the Knoll Comprehensive Planning Area designated on **Schedule "B"** may be permitted at gross densities ranging from 12 to 70 units per ha.*
- b. *Housing for the community's seniors within this designation, to a maximum of 15% of the total allowable dwelling units, will be permitted without being included in the density calculation.*
- c. *Pursuant to Section 904 of the Local Government Act, Council may approve a bonus density for residential development within the Knoll Comprehensive Development Area where an application for amendment to the Zoning Bylaw or a Phased Development Agreement proposes the following community or site amenities in a manner acceptable to Council:*
- d. *Dedication of park land over and above the 5% required pursuant to Section 941 of the Local Government Act.*
 - i. *Provision of 'Greenways' where their location generally conforms with the Knoll Conceptual Plan.*
 - ii. *Provision of usable public open space, such as civic squares, plazas, and commons.*

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- iii. *Long-term security and management of significant areas of mature, natural vegetation, wildlife movement corridors, and/or areas of wildlife habitat where such areas have been identified by a qualified environmental professional.*
 - iv. *The provision of substantial buffer zones adjacent to major roads identified on Schedule "C".*
 - v. *The provision of agricultural tree farms to supply biomass fuel to district energy system(s).*
 - e. *The Knoll should be developed with a diversity of housing types, both owner-occupied and rental, to accommodate a variety of income levels and housing needs including housing that is affordable, attainable, is family oriented, suitable for young couples, singles, 'empty nesters', accessible to people with disabilities or other special needs, and housing that allows for seniors to 'age in place'.*
 - f. *To encourage development proponents to provide, for affordable, attainable or special needs housing, a minimum of 1% of the gross area of each parcel subject of an application for amendment to the Zoning Bylaw or a Phased Development Agreement. A Phased Development Agreement may provide for reduced road dedication to offset dedication as cash in-lieu for this purpose. Pursuant to Section 904 of the Local Government Act, the Council may apply a bonus density for residential purposes where a development proponent exceeds this standard.*
 - g. *Residential development types may include:*
 - i. *Single family and single family with a secondary suite*
 - ii. *Two family*
 - iii. *Three family*
 - iv. *Four Family*
 - v. *Row Housing*
 - vi. *Multi-family (3 or more dwelling units per lot)*
 - vii. *Affordable housing³*
 - viii. *Attainable housing⁴*

³ Housing is considered affordable when a household can spend less than 30% of their income on accommodation.

⁴ Attainable housing is market housing that is affordable to households with a range of incomes, but most often at the low to moderate end of the scale, and that is provided without ongoing senior government subsidy (as cited in City of Vernon, Attainable Housing Strategy, December 2007).

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- ix *Special needs housing including assisted living, supportive housing, transitional housing, and residential care homes*

Commercial & Mixed-Use

- a. *Mixed use development is supported within the Knoll Comprehensive Development Area*
- b. *Commercial development considered appropriate for the Knoll area would include personal and professional services which would primarily serve the needs of nearby residents and persons working within and near the Knoll neighbourhood such as a convenience store or coffee shop and hairdresser or barber shop.*
- c. *Subject to the approval of Council, neighbourhood commercial or mixed-use development proposed for the Knoll Comprehensive Development Area may be implemented through zoning which is consistent with, and aims to achieve, the objectives of the Knoll Comprehensive Development Area.*

Transportation

- a. *Multi-use pathways should be integrated with the City of Enderby trail network to provide linkages and connectivity to parks, mixed use nodes, and residential areas within the Knoll as well as to transportation networks throughout the community.*
- b. *The Knoll neighbourhood should include a variety of transportation modes and routes to provide alternative options to single occupant vehicle dependency, to ensure ready access to public transit or active transportation (human powered), to reduce greenhouse gas emissions, to reduce the lifecycle cost of developing and maintaining roads, and to promote safe, healthy, non-motorized transportation methods.*
- c. *Ensure that transit stops, when provided, are convenient, safe, and sheltered, and that access to and from transit stops is along safe and convenient sidewalks, or off-street walkways.*

Urban Design

- a. *Buildings and structures should be designed in harmony with the environment and positive design and landscaping qualities of nearby development.*
- b. *Developments should include site appropriate landscaping and buffers aimed at protecting neighbouring properties from negative visual or privacy impacts and providing opportunities for on-site storm water infiltration.*
- c. *Protect or provide mature trees along transportation corridors.*

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- d. *Application of the principles of Crime Prevention Through Environmental Design (CPTED) is encouraged for site and building design, lighting, landscaping and other elements. In particular, consideration should be given to:*
- i. *Adequate lighting of all parking and pedestrian areas;*
 - ii. *Primary and secondary building entries should be clearly identifiable and well lit;*
 - iii. *Exteriors of buildings should be adequately lit and have no hidden or obscured alcoves, bays, or other areas that could provide hiding places.*
 - iv. *Landscaping and loading areas should not create hiding places;*
 - v. *There should be clear visibility from within residences, offices, shops and other buildings to parking areas, pedestrian routes, and the street to increase safety through casual surveillance; and*
 - vi. *Traffic calming measures where appropriate.*

Sustainability

- a. *Development should optimize energy and water efficiency, utilize green building design techniques, and maximize public security and safety.*
- b. *Where feasible, to utilize on-site or community renewable energy generation systems to supply electrical, heating, and cooling needs to buildings and other structures. Renewable and alternative energy sources include, but are not limited to: geothermal energy (heat loops and wells), wind (turbines), low-impact hydropower, passive solar heating (collectors, photovoltaic panels); fuel cells; heat energy extracted from air (heat pumps), biomass, bio-gas and wastewater effluent.*
- c. *To minimize water consumption and to help maintain capacity in the City's storm sewer system, a storm water management plan addressing pre- and post-development flows should ensure that there is full storm water retention and controlled release. Insofar as possible, storm water management systems should avoid utilizing piped solutions and should minimize the amount of impervious surfaces while maximizing the potential to capture, infiltrate, and filter rain water on site through the implementation of bio swales, detention ponds, rain gardens or any other relevant site design or landscaping measure. The use of rain water for irrigation and toilet flushing wherever possible is encouraged.*
- d. *Maximize the use of permeable pavers, or open-grid paving, on both public and private lands such as on private access driveways, low traffic streets and lanes, public plazas, patios, courtyards, school yards, parking areas, and pathways.*

Natural Open Space & Parks

- a. *An owner of land being subdivided is encouraged to provide greater than 5% of the land being subdivided as open space, which may include, but is not limited to sensitive ecosystems and habitat features for environmental protection purposes, parkland, greenway trails, etc.*
- b. *Parks within the Knoll neighbourhood may include areas for environmental conservation, active recreation, and passive leisure activities.*

Community Gardens

- a. *Community gardens are encouraged within the landscaped area of private land or as part of public park land.*

SECTION 15 – AGRICULTURAL LANDS

15.1 Discussion

Council supports the farming community within the City and in the surrounding region recognizing it as an integral and necessary part of local economics, heritage, future sustainability and as part of the industrial landscape. The City has two significant areas and a few smaller parcels of land within the Provincial Agricultural Land Reserve (ALR), the boundaries of which are indicated on Schedule “B”. The ALR is under the jurisdiction of the Provincial Agricultural Land Commission which has the mandate to protect farm lands and operations in the ALR.

The RGS establishes a goal to maintain and diversify the agricultural land base and implement a strategy where OCPs would discourage the removal or subdivision of Agricultural Land Reserve (ALR) lands. Furthermore, the RGS establishes Growth Areas, Future Growth Areas and Rural Protection Areas.

In summary, the portion of ALR lands in the south-west corner of the City are composed of generally poor soils (Class 4 & 5), are mainly uncultivated and under forest cover, and are lands required to meet objectives and policies for future development in this Community Plan which are formulated with the broad community interest in mind.

In contrast, that portion of the ALR in the north-east of the City lies in the Shuswap River floodplain and is composed of soils with a high capability for agriculture. The bulk of this land is, or has been, under cultivation. The community and the ALC regard this as good agricultural land and would not be favorable to any request for exclusion from the ALR.

15.2 Agricultural Land Use Objectives

Council has the following objectives for Agricultural land use:

- a. To support the farming community within the City and in the surrounding region in recognition of the vital social, economic and environmental values that agriculture represents consistent with the RGS.*
- b. To support the exclusion of those lands currently in the Agricultural Land Reserve in the south-west portion of the City on the basis of broad community interest.*
- c. To support the continued protection of farm viability and maintenance of properties within the Agricultural Land Reserve directly to the west of the City, consistent with the RGS, and with a priority on developing non-ALR lands.*
- d. There may be an opportunity to refine the ALR boundaries to the west of the City of Enderby as it relates to the property legally described as Lot A, Plan 27274,*

*Section 27, Township 18, Range 9, West of the 6th Meridian, Kamloops Division
Yale District, Except Plan KAP59772.*

15.3 Agricultural Land Use Policies

- a. Agricultural lands are designated as Agricultural (AGR) on the Land Use Designation Map (Schedule "B") and is policy of Council.*
- b. Council will support an application under Section 30(1) of the Agricultural Land Commission Act for a partial exclusion of Lot 1, Section 26/27, Township 18, Range 9, Meridian 6, District Lot 25, Plan 2298 on the condition that the property is developed consistent with Section 11 of this Bylaw (Knoll Comprehensive Development Area). Council will continue to support the preservation of agriculture on the portion of this lot identified as 'Park' on Schedule "B" of this OCP but will support a permitted use as an active park with related infrastructure.*
- c. Council will consider working with the ALC to support refining the ALR boundaries to the west of the City of Enderby as it relates to the property legally described as Lot A, Plan 27274, Section 27, Township 18, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Except Plan KAP59772.*
- e. Council will continue to support the preservation of agriculture on lands in the north east portion of the City and on all other properties in the Agriculture Land Reserve heretofore unmentioned in this Section and shown on Schedule "B".*
- f. Council will evaluate and assess applications for development adjacent or in proximity to agricultural lands with consideration to the compatibility of uses, densities and will seek to minimize potential conflicts between neighbours and farm operations through day-to-day decisions and policies.*