

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, June 2, 2014
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall – 619 Cliff Avenue

1. **APPROVAL OF AGENDA**
2. **ADOPTION OF MINUTES**
 - [Revitalization Standing Committee Meeting of May 12, 2014](#) pg 1-2
 - [Regular Meeting of May 20, 2014](#) pg 3-10
3. **PUBLIC AND STATUTORY HEARINGS**
4. **PETITIONS AND DELEGATIONS**
 - [Lisa Rands – Enderby and District Community Resource Centre Youth Initiative](#) pg 11
Re: Vision of Future Resource Centre
5. **BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS**
 - a. [Amended Resolution for Issuance of a Development Permit for 601 Bass Ave](#) pg 12-13
Memo from Chief Administrative Officer dated May 28, 2014
6. **DEVELOPMENT MATTERS**
 - a. [Draft Official Community Plan Sections 12, 13, 14, 18, 21](#) – Memo from Assistant Corporate Officer and Planning Assistant pg 14-25
7. **BYLAWS – 3 Readings**
 - a. [Freedom of Information and Protection of Personal Privacy Bylaw No. 1546, 2014](#) pg 26-28
A bylaw for the administration of the Freedom of Information and Protection of Privacy Act
 - b. [Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1547, 2014](#) pg 29-30
Replacing Schedule "1"
 - c. [Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014 Amendment Bylaw No. 1545, 2014](#) pg 31-34
A bylaw imposing fees for providing recreation programs and facilities

8. REPORTS

a. Mayor and Council

b. Strategic Community Investment Funds – Progress Report – Memo from Chief Financial Officer dated May 20, 2014

pg 35-36

9. NEW BUSINESS

a. Enderby and District Senior Citizens Complex – Correspondence dated May 26/14
Re: Letter of Support for Grant Application

pg 37

b. Auditor General For Local Government – Correspondence dated May 29, 2014
Re: Local Government Audit Locations to be Announced

pg 38

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

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

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Special Meeting** of the Revite Standing Committee held on Monday, May 12, 2014 at 10:00 p.m. in the Council Chambers of City Hall

Present: Councillor Tundra Baird
Councillor Raquel Knust
Councillor Greg McCune

Deputy Chief Administrative Officer – Barry Gagnon
Assistant Corporate Officer and Planning Assistant – Kurt Inglis

APPROVAL OF AGENDA

The following item was added to the agenda under New Business:

- Railway Signs

NEW BUSINESS

Design Guidelines

- Explore having a colour scheme in commercial areas along the same lines as the new signage.
- All of Council needs to come up with a plan. Incremental steps on key projects is more prudent.
- Current guidelines speak to unique heritage character within the downtown, which is unclear, yet this was identified as key objective of Development Permit guidelines.
- Leaning towards eliminating Development Permit guidelines as there are costs for staff and applicants. Discuss other ideas to achieve revitalization and committee objectives. Perhaps recommend a "best practices" guide to Council instead.
- Design may be difficult to implement as people may oppose change.
- ICSP resulted in lots of different ideas on themes. Diversity is good.
- Arts is already a strong theme and needs to be encouraged.
- Need to come up with a concept for a busy, funky downtown.
- Find a way to do a downtown upgrade along the lines of the community clean-up. Challenge the community. Find \$20,000 and get the local builders involved.
- Take out the painted windows on vacant buildings downtown.
- Engage with the gentleman who worked on a downtown conceptual plan.
- Make Mill and Belvedere upgrades look different. Perhaps base of stop signs in brick.
- Do something artsy. How do we let people know we are promoting arts?
- Upgrade of Jerry's Antiques will get things rolling.
- Revitalization Committee to develop best practises for promoting the arts and take to Council.
- Get realtors on board.

Banners

- More banners would cost about \$2,000. There would be cost efficiencies by not changing the design.
- Need to move government signs.
- Incorporate banners into Mill and Belvedere upgrades.
- Not a lot of new locations available on the highway within the core.
- Add small placards to existing signs. Staff and Committee will look around town to identify opportunities.
- No need to focus on areas already beautified.
- Commercial garbage bins at end of Mill Avenue to be moved into the parking lot.

Advancing Gardening Contract

Suggestions:

- Adopt-a-Garden.
- Create teams and assign area/planters to be prepped for planting. Do this twice per year.
- Have highway corridor planted sooner – by May 1st. CAO will discuss with contractor and Council.
- X-block at high school could be utilized for volunteering and planting of flowers throughout town.

Late Item: Railway Signs

Signage along the railway right-of-way:

- Derelict or illegal?
- Need to engage Ministry of Transportation and CP Rail.
- Contact businesses first.

Moved by Greg McCune, seconded by Raquel Knust that businesses with signage along the railway right-of-way be contacted to discuss removal; and that signs attached to hydro poles be removed.

Carried

Other Signage:

- Sandwich signs along highway are unsightly.
- Policy regarding encroachment needs to be reiterated. Guidelines are required.

ADJOURNMENT

The meeting adjourned at 11:05 am

Chair

Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Tuesday, May 20, 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
Deputy Administrative Officer – Barry Gagnon
Chief Financial Officer – Jennifer Bellamy
Assistant Corporate Officer and Planning Assistant – Kurt Inglis
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

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

- Dumping
- Emergency Repairs to Riverwalk Bank

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

Carried Unanimously

ADOPTION OF MINUTES

Regular Meeting Minutes of May 5, 2014

Moved by Councillor Ludwig, seconded by Councillor Baird that the minutes of the regular meeting of May 5, 2014 be adopted as circulated.

Carried unanimously

DEVELOPMENT MATTERS

002-14-DP-END

Lot 1, DL 226, ODYD, Plan KAP75600 – 601 Bass Ave

Applicant: Vanko Services

The Assistant Corporate Officer and Planning Assistant provided a brief review of his report.

Glen Trueman of 511 Bass Avenue expressed concern for planned cedar hedging. His property is bordered on three sides by the subject property and he is concerned about a potential fire risk. Slatting would be preferred over cedar hedging.

The Development Permit item d. will be amended to require that slatting be substituted for the submitted landscaping plan.

Moved by Councillor McCune, seconded by Councillor Case that Council authorize the issuance of a Development Variance Permit for the property legally described as Lot 1, District Lot 226, Osoyoos Division Yale District, Plan KAP75600 and located at 601 Bass Avenue, Enderby to permit a variance to the following Section of the City of Enderby Zoning Bylaw No. 966, 1987:

403.2.a by leaving the northern portion of the property, which is not used for buildings, display, parking, or access driveways, free of landscaping as shown on the attached site plan; and

THAT Council authorize the issuance of a Development Permit for the property legally described as Lot 1, District Lot 226, Osoyoos Division Yale District, Plan KAP75600 and located at 601 Bass Avenue, Enderby subject to the following conditions:

- a. The City of Enderby receives confirmation that the applicant has successfully purchased the subject property;
- b. The dimensions and siting of the buildings, structures, parking spaces, loading spaces be in general accordance with the attached site plan;
- c. The exterior design and finish of the addition to the manufacturing building be consistent with the remainder of the building and be in general accordance with the attached building elevations;
- d. Landscaping will be in the form of fence slatting rather than the submitted landscape plan of cedar hedging.
- e. Screening shall be in accordance with Section 403.1 of the Zoning Bylaw;
- f. Parking shall be in accordance with Section 1001 of the Zoning Bylaw;
- g. The paving of the parking areas and access driveway shall be in accordance with Section 1001.2.e of the Zoning Bylaw;
- h. Off-street loading areas must be provided and maintained in accordance with Section 1101 of the Zoning Bylaw; and
- i. Proposed drainage works shall be to the satisfaction of the City of Enderby Public Works manager.

AND THAT the issuance of a building permit be withheld until:

- a. The applicant has provided the City of Enderby with a Landscape Plan demonstrating how the proposed development satisfies all landscaping requirements outlined in Section 403.2 of the City of Enderby Zoning Bylaw No. 966, 1987;
- b. The City has received confirmation that the shed located in the northeast corner of the subject property, as shown on the attached site plan, has been either removed or relocated to conform with the provisions of the Zoning Bylaw; and
- c. The applicant has provided the City with an irrevocable letter of credit, or a cash deposit, in the amount equal to 120% of the estimated cost of any landscaping that may be required to bring the proposal into conformity with Section 403.2 of the Zoning Bylaw. The estimates must be prepared by a qualified landscaping contractor

Carried Unanimously

003-14-DP-END

Parcel A (being a consolidation of Lots 1, 2 and 3, see LB165752), Block 2, DL 150, K(formerly O)DYD, Plan 920 – 308 George Street
 Applicant: Shane Noble C/o Lynn Noble

The Assistant Corporate Officer and Planning Assistant provided a brief review of his report.

Moved by Councillor Ludwig, seconded by Councillor Shipmaker that Council authorize the issuance of a Development Variance Permit for the property legally described as Parcel A (being a consolidation of Lots 1, 2 and 3, see LB165752), Block 2, DL 150, K(formerly O)DYD, Plan 920 located at 308 George Street, Enderby to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 966, 1987, as shown on the attached site plan:

- 502.2 by increasing the maximum number of principle buildings per lot from one (1) to two (2);
- 502.10.a by reducing the minimum exterior side yard setback from 4.5 m (14.76 ft) to 1.6 m (5.25 ft) for the commercial building;
- 502.10.c by reducing the minimum rear yard setback from 4.5 m (15.76 ft) to 1.3 m (4.27 ft) for the proposed commercial building and 1.6 m (5.25 ft) for the existing triplex;
- 502.10.d by reducing the minimum side yard setback from 3 m (9.84 ft) to 2.7 m (8.86 ft) for the existing triplex;
- 502.11.c.i by permitting the dwelling units associated with the triplex to be located beside the commercial building; and
- 502.11.c.iii by permitting the dwelling units to be located in a standalone building which is separate from the commercial use.

AND THAT Council authorize the issuance of a Development Permit for the property legally described as Parcel A (being a consolidation of Lots 1, 2, and 3, see LB165752), Block 2, DL 150, K(formerly O)DYD, Plan 920 and located at 308 George Street, Enderby subject to the following conditions:

- a. The dimensions and siting of the buildings, structures, parking spaces, loading spaces to be constructed on the land be in general accordance with the attached site plan and floor plan;
- b. The exterior design and finish of the building to be constructed on the land be in general accordance with the attached building elevations;
- c. Landscaping shall be in accordance with Section 403.2 of the Zoning Bylaw and shall be in general accordance with the attached landscape plan;
- d. Parking shall be in accordance with Section 1001 of the Zoning Bylaw;
- e. The paving of the parking areas and access driveway shall be in accordance with Section 1001.2.e of the Zoning Bylaw;
- f. Off-street loading areas must be provided and maintained in accordance with Section 1101 of the Zoning Bylaw;
- g. The exterior of the residential triplex is painted to match the colour of the proposed commercial building; and
- h. Proposed drainage works shall be to the satisfaction of the City of Enderby Public Works manager.

AND THAT the issuance of a building permit be withheld until:

- a. The applicant has provided the City with an irrevocable letter of credit, or a cash deposit, in the amount equal to 120% of the estimated cost of landscaping and of curbing and paving the parking, loading, and driveway areas. The estimates must be prepared by qualified landscaping and paving contractors.

Carried Unanimously

003-14-DVP-END

Lot 1, Section 26, Township 18, Range 9, W6M, KDYD, Plan KAP91035 – 1102 High Street
Applicant: Ron Riggall

The Assistant Corporate Officer and Planning Assistant provided a brief review of his report.

Moved by Councillor McCune, seconded by Councill Case that Council authorize the issuance of a Development Variance Permit for the property legally described as Lot 1, Section 26, Township 18, Range 9, W6M, KDYD, Plan KAP91035 and located at 1102 High Street to permit a variance to the following section of the City of Enderby Zoning Bylaw No. 966, 1987:

- 402.4.a.i by reducing the setback distance from an exterior side lot line for an accessory residential building from 8 m (26.25 ft) to 6.27 m (20.57 ft) as shown on the attached site plan.

Carried Unanimously

004-14-DVP-END

Lot A, District Lot 150, K(formerly O)DYD, Plan 10556 Except Plan EPP7929 – 907 George Street
Applicant: City of Enderby

The Assistant Corporate Officer and Planning Assistant provided a brief review of his report.

Moved by Councillor Baird, seconded by Councillor Case that Council authorize the issuance of a Development Variance Permit for the property legally described as Lot A, District Lot 150, K(formerly O)DYD, Plan 10556 Except Plan EPP7929 and located at 907 George Street to permit variances to the following sections of the City of Enderby Zoning Bylaw No. 966, 1987, as shown on the attached site plan and drawings:

- 404.3.b by permitting an off-premise sign;
- 404.3.b by permitting an animated sign; and
- 404.3.f.i by reducing the setback of free standing signs from all property lines from 1 m (3.281 ft) to 0 m (0 ft).

Carried Unanimously

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

Knoll Neighbourhood Plan Adoption – Memo from Assistant Corporate Officer and Planning Assistant dated May 14, 2014

The Assistant Corporate Officer and Planning Assistant reviewed the amendment to the plan that was requested at the April 7, 2014 regular meeting.

Moved by Councillor Shipmaker, seconded by Councillor Case that Council adopt the revised Knoll Neighbourhood Plan.

Carried Unanimously

REPORTS

Councillor Baird

- Area F meeting – All the halls were represented. There is a lot of activity among the volunteers. Grindrod is applying for a grant for a trail around the park.
- Revitalization Committee meeting – Ideas were tossed around for rejuvenation.
- Enderby and District Services Commission meeting – No wake zone was discussed; damage to ball diamonds by user groups; gold panners event successful.
- Will be attending a conference in Chase with Councillor Case to talk about the positive relationship that has developed with Splatsin.

Councillor Shipmaker

Councillor Shipmaker attended a RDNO meeting in Mayor Cyr's place. The residents of Kingfisher praised the staff at RDNO for their assistance during the recent mudslide crisis.

Councillor Ludwig

- Consultative meeting with RCMP. They have a new boat and will be doing more land patrols. The River Ambassadors will be advising tubers of new dangers due to river debris.
- Attended Gold Panners event at Riverside Park
- COPS patrol.

Councillor Case

- Shuswap Trail Alliance – Phil McIntyre-Paul is working with SOAR (Girlguides) for trail works.
- Will be attending the "Moving Forward" conference in Chase with Councillor Baird.
- Attended the Area F "halls" meeting. They expressed interest in the new digital billboard.

Councillor Knust

- The Resource Centre has received a \$6,000 donation of indoor play equipment from Kamloops.
- Arts Council is paying for a facilitator for "Art in the Park".
- Business after Business at the Chamber is June 5th at 5:00.

Councillor McCune

Gordon Dale Trail annual golf tournament is this Saturday, May 24th at Mabel Lake. This year's proceeds will be to the Kingfisher Interpretive Centre.

Mayor Cyr

- AL Fortune grand class luncheon – spoke briefly about the scholarship. Scholarship applications were distributed to each Councillor who were asked to recommend a recipient.
- Spoke with MLA Kylo about physician situation. The locum issue has now been resolved and our local doctor now qualifies. Other problems are being reviewed by a select committee.
- Attended Gold Panner event.
- Will be submitting article to local newspaper on a regular basis.
- Attended a Workload Management Committee meeting. Will be working on finding a new CAO.
- Invited RCMP to include City Hall in orientation package for new members.
- CP rails are to be removed.
- Spoke with local business owner regarding upgrades to facade.
- RBC Cup bus tour didn't work out.
- Looking into Federal grant funds for outdoor gym equipment. Potential funding of \$25,000 per year for 2 years.

Report of Public Hearing of May 5, 2014

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

Carried Unanimously

Building Permit Detail Report – April 2014

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

Carried Unanimously

NEW BUSINESS

Prime Corp – Correspondence dated April 30, 2014

Re: Service Delivery

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

Carried Unanimously

Legion Road Closures – Memo from Chief Administrative Officer dated May 8, 2014

Moved by Councillor Ludwig, seconded by Councillor McCune that applications be received as approved by staff.

Carried Unanimously

Legion – Correspondence dated May 9, 2014

Re: Thanks

Moved by Councillor Ludwig, seconded by Councillor McCune that the correspondence be received and filed.

Carried Unanimously

Emergency Management BC – Correspondence dated May 7, 2014

Re: Earthquake Preparedness

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

Carried Unanimously

Changes to Glass Recycling in North Okanagan

Information Bulletin from RDNO

Letter of concern from Linda Prevost

Discussion:

- Explore working with neighbouring communities to provide service that MMBC is no longer providing.
- Transporting plastics and glass to downtown Vernon is not viable for most residents of Enderby.
- Mayor Cyr suggested presenting concerns to the Regional Board at the next meeting.

Moved by Councillor Shipmaker, seconded by Councillor Ludwig that Council direct Mayor Cyr to present Enderby's concerns regarding new recycling program to the Board of the Regional District of North Okanagan.

Carried Unanimously

RDNO Media Release dated May 14, 2014

Re: North Okanagan Agricultural Plan Seeks Public Input

Moved by Councillor Case, seconded by Councillor McCune that the correspondence be received and filed.

Carried Unanimously

Late Item: Dumping of Garbage

- Fear that this practise could become worse with MMBC not accepting plastics and the glass receptacle no longer available at Enderby Bottle Depot.
- Local plan needs to be developed to provide a space to dump. This could result in abuse however.
- City staff already does routine patrols to remove illegal dumping. Every effort is made to identify who is responsible.

Late Item: Emergency Repairs to Riverwalk Bank

A memo from the Chief Administrative Officer was circulated describing emergency repairs that were required on the Riverwalk.

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

Carried Unanimously

CLOSED MEETING RESOLUTION

Moved by Councillor Case, seconded by Councillor Ludwig 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) (k) of the *Community Charter*.

Carried Unanimously

ADJOURNMENT

The Regular Meeting reconvened at 5:50 pm.

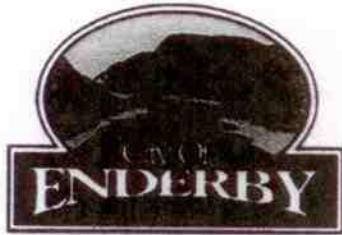
Moved by Councillor Ludwig, seconded by Councillor Shipmaker that the Regular Meeting adjourn at 5:50 pm.

Carried Unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER

A gender



REQUEST TO APPEAR AS A DELEGATION

On 2 June 2014
Day Month Year

Date of Request May 26, 2014

Name of Person Making Request Lisa Rands

Name and Title of Presenter(s) Enderby and district
Community Resource Centre Youth Initiative.

Contact Information Lisa Rands 838-5953

Details of Presentation Grade 6 students from MuBeattie
give information of a Future Resource Centre
they can be supporters of. using 3-D
structure, posterboard.

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.

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: May 28, 2014
Subject: Amended Resolution for Issuance of a Development Permit for 601 Bass Avenue

RECOMMENDATION

THAT Council amends its resolution of May 22, 2014 for the issuance of a Development Permit for the property legally described as Lot 1, District Lot 226, Osoyoos Division Yale District, Plan KAP75600 and located at 601 Bass Avenue, Enderby by removing the amendment requiring slatted fencing as the only form of acceptable screening.

AND THAT Council directs staff to remove "compact evergreen hedge" as a suitable form of screening under section 403(1)(a) of the City of Enderby Zoning Bylaw No. 966, 1987 as part of its next amendment.

BACKGROUND

On May 22, 2014, Council supported the issuance of a Development Permit for the subject property. This resolution included an amendment requiring the applicant to install a slatted fence rather than a hedge. However, screening is not part of the Development Permit Guidelines for this area, and the applicant's proposal is fully consistent with the Zoning Bylaw requirements, which specifically allows compact evergreen hedges.

When there is no relevant Guideline, such an amendment would not withstand challenge. The courts have maintained that the standards applicable to development, whether under a Development Permit Guideline or a Zoning Bylaw, must be objectively stated such that any applicant may know in advance what he or she needs to do in order to obtain a permit or license. In this area, considerations or requirements outside of the objectively stated criteria cannot inform issuance of a permit.

In order to address this matter, the second part of staff's recommendation will ensure that the use of hedging as a form of screening is eliminated for future applications. After this amendment occurs, a request for a form of screening that departs from fencing as described in the Zoning Bylaw would require a variance approved by Council.

Staff have had preliminary discussions with both the applicant and the neighbour, and there appears to be considerable willingness among both parties to work cooperatively. The hedging will be monitored in order to ensure that it is maintained in good condition at all times, and the

City has adequate enforcement provisions if needed. Staff can also provide the applicant with information on the longer-term cost benefits of slatting rather than hedging.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: May 27, 2014
Subject: Draft Official Community Plan Sections 12, 13, 14, 18, 21

Recommendation

THAT Council considers and provides comment on Sections 12, 13, 14, 18, and 21 of the draft City of Enderby Official Community Plan.

AND THAT Council refers the development of a Best Practices Design Guide for commercial development to the City of Enderby Revitalization Committee.

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 8-11, and 15 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 12 - Commercial Lands*
- Section 13 - Industrial Lands*
- Section 14 - Institutional Lands*
- Section 18 - Temporary Use Permits*
- Section 21 - Implementation*

Please be advised that Council is welcome to provide comment on Sections 12, 13, 14, 18, and 21, 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 12, 13, 14, 18 and 21 of the OCP:

Section 12 - Commercial Lands

Commercial lands were a significant topic of discussion within both the ICSP and North Okanagan RGS as they have a significant impact on the environmental, social and economic sustainability of the community.

Section 12 - Commercial Lands has been updated to include broad references to the ICSP, *Section 5 - Economic Development*, the Knoll Neighbourhood Plan, and the ICSP Infill & Redevelopment strategic recommendations.

Key additions to the *Section 12 - Commercial Lands* Objectives include references to:

- Ensuring that the downtown core remains the focus of future General Commercial development in the City;
 - The existing OCP gave reference to ensuring that the downtown was the focus of future commercial development. Although the downtown is a critical aspect of the commercial land base within the City of Enderby, future commercial development needs to be focused throughout *all* commercial areas of the City while the downtown needs to be the focus of *General Commercial* development, which involves a particular set of commercial uses which are well-suited to the context of a downtown core.
- Establishing a Best Practices Design Guide for all commercial designations in the City in order to promote a preferred form and character of development;
 - The existing OCP gave reference to the use of Development Permit Areas as a means for regulating the form and character of commercial development. The Development Permit Area Guidelines for Commercial Form and Character within the existing OCP provided only one hard guideline, Section 17.E.c.ii which related to excluding monolithic "big box" stores and horizontally expansive strip malls, while the rest of the guidelines were optional. For the purposes of administrative efficiency and the elimination of red tape it is proposed that the Development Permit Area for Commercial Form and Character is removed, with the one hard guideline embedded in the OCP as a policy (see below), and the optional guidelines integrated into a Best Practices Design Guideline for commercial designations; this approach has the same force and effect as the existing Development Permit Area guidelines, without the additional red tape burden. This approach is consistent with feedback received through the ICSP process and discussions with the Revitalization Committee and it is anticipated that this approach could potentially save a commercial applicant 4-6 weeks in time and \$330 in application fees.
- Supporting commercial revitalization;
 - The existing OCP gave reference to supporting revitalization of the downtown. Revitalization efforts within the City of Enderby, specifically the efforts of the City of Enderby Revitalization Committee, are broad in scope and are not limited to just the downtown; therefore, the objective has been rewritten to encompass all commercial areas.
- Supporting infill, redevelopment, and brownfield reclamation strategies to make better use of commercial land;

- *Section 12 - Commercial Lands* of the existing OCP gave no broad reference to infill, redevelopment or brownfield reclamation strategies. These strategies are strongly linked to Smart Growth and help to revitalize commercial areas while also improving real estate conditions.

Key changes to the *Section 12 - Commercial Lands* Policies include:

- Removing an existing Policy which supported creating a Development Permit Area for all commercial development in order to regulate form and character;
 - As noted above, for the purposes of administrative efficiency and the elimination of red tape it is proposed that the Development Permit Area for Commercial Form and Character is removed while the one hard guideline related to excluding monolithic big box stores and expansive strip malls is embedded in the OCP as a policy and the other optional guidelines are integrated into a Best Practices Design Guide for commercial designations.
- Removing an existing Policy which did not support the concept of commercial "spot zoning";
 - This policy was removed in order to be consistent with Infill & Redevelopment recommendations endorsed by Council which supported commercial spot zoning.
- Removing an existing Policy related to undertaking a Zoning Bylaw Amendment process to reduce the minimum parcel size in the General Commercial Zone;
 - This Zoning Bylaw Amendment process has been completed, reducing the minimum lot area in the General Commercial zone from 450 m² to 200 m².
- Adding a Policy which does not support the development of monolithic "big box" stores or horizontally expansive strip malls;
 - As noted above, this policy was embedded within the existing OCP as a guideline within the Development Permit Area Guidelines for Commercial Form and Character. It is proposed the Development Permit Area for Commercial Form and Character is removed and the guideline related to not supporting the development of monolithic "big box" stores or horizontally expansive strip malls is embedded in the OCP as policy.

Section 13 - Industrial Lands

Industrial lands were also a significant topic of discussion within both the ICSP and North Okanagan RGS as they have a significant impact on the environmental, social and economic sustainability of the community.

Section 13 - Industrial Lands has been updated to include broad references to the ICSP, *Section 5 - Economic Development*, and the RGS.

Key additions to the *Section 13 - Industrial Lands* Policies include references to:

- Reviewing the Zoning Bylaw to incorporate Infill and Redevelopment recommendations from the ICSP including consolidating the three industrial zones into a single comprehensive industrial zone;
 - The Infill and Redevelopment Working Group developed a comprehensive set of recommendations for supporting infill and redevelopment strategies throughout the

community. The recommendation to explore consolidating the three industrial zones into a single comprehensive industrial zone is intended to streamline the development process by making it easier for potential industrial developers to find lands which are suitable for their proposed uses and potentially avoiding the rezoning process.

- Maintaining an adequate supply of industrial lands within the City and cooperating with the Regional District to identify jurisdictional servicing opportunities for meeting regional industrial land demands;
 - The existing OCP gave no reference to cooperating with the Regional District to identify jurisdictional servicing opportunities. This type of jurisdictional cooperation to meet regional industrial land demands was identified as a key strategy within the RGS, thus this Policy provides consistency between the City of Enderby OCP and the RGS.

Section 14 - Institutional Lands

Section 14 - Institutional Lands has been updated to reference that the North Okanagan-Shuswap School District has advised that they do not require another school site in Enderby. Section 881 of the Local Government Act requires that a local government consult with the board of education of its school district when an OCP is proposing to be adopted or amended; this consultation must seek input regarding the size, number and location of the sites anticipated to be required for anticipated school facilities.

Key changes to the *Section 14 - Institutional Lands* Objectives include:

- The removal of an Objective related to cooperating with the Shuswap School District in locating and developing a new school site;
 - As noted above, the North Okanagan-Shuswap School District has advised that they do not require another school site in Enderby.

Key changes to the *Section 14 - Institutional Lands* Policies include:

- Removal of a policy which outlined a set of criteria which Council would review when considering a rezoning application for institutional uses;
 - The criteria outlined within this policy were broad in nature and would be considered within a rezoning application regardless of whether or not they were embedded within OCP as policy, thus it is proposed that this Policy be removed.
- Removal of a policy which supported rezoning for a new elementary school in the Knoll area in consultation with the Shuswap School District No. 98;
 - As noted above, the North Okanagan-Shuswap School District has advised that they do not require another school site in Enderby.
- Removal of a policy in which Council considers that renovations would be appropriate for the Old Drill Hall;
 - These renovations have since been completed, thus this policy is outdated.

Section 18 - Temporary Use Permits

As per Section 921 of the Local Government Act, a local government may issue Temporary Use Permits which may do one or more of the following:

- i. allow a use not permitted by a zoning bylaw;
- ii. specify conditions under which the temporary use may be carried on;
- iii. allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

Section 920.2 of the Local Government Act states that either an OCP or a Zoning Bylaw can be used to designate areas where temporary uses may be allowed and specify conditions regarding the issue of temporary use permits in those areas. Although the existing OCP was used to identify the areas where Temporary Use Permits would be issued and the conditions which related to those areas, it is recommended that the Zoning Bylaw be used to frame the use of Temporary Use Permits while the OCP would provide a policy-level endorsement.

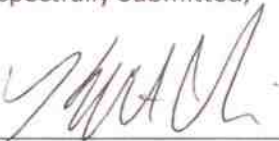
Section 21 - Plan Amendments

No changes have been made to Section 21 - Plan Amendments.

Conclusion

Sections 12, 13, 14, 18 and 21 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 12 – COMMERCIAL LANDS

12.1 Discussion

The ICSP identified a number of objectives and strategies relative to commercial lands. The objectives and policies are contained in Section 5 – Economic Development and include downtown resiliency, business attraction and retention and tourism and marketing. The Knoll Neighbourhood Plan incorporates Smart Growth principles that support mixed use including limited commercial uses that would primarily serve the needs of nearby residents and persons working within and near the Knoll neighbourhood.

The ICSP included infill and redevelopment strategies to revitalize the commercial areas.

Commercial Zoning

The zoning bylaw divides commercial properties into General Commercial, Highway & Tourist Commercial and Service Commercial. These three zones provide for various land uses at different locations within the City.

12.2 Commercial Land Use Objectives

Council has the following objectives for Commercial land use:

- a. To ensure that the downtown core remains the focus of future General Commercial development in the City.*
- b. To establish a Best Practices Design Guide for all commercial designations in the City in order to promote a preferred form and character of development.*
- c. To support commercial revitalization.*
- d. To ensure that new general commercial development outside of the downtown be limited to the Knoll Comprehensive Development Area and is consistent with the objectives and policies set out in Section 11- Knoll Comprehensive Development Area.*
- e. To support infill, redevelopment, and brownfield reclamation strategies to revitalize and make better use of commercial land.*

12.3 Commercial Land Use Policies

- a. Commercial designations on the Land Use Designation Map (Schedule "B") include the following:*

- *General Commercial*
 - *Highway & Tourist Commercial*
 - *Service Commercial*
-
- b. In order to maintain the viability of the downtown commercial core, General Commercial zoning will not be permitted outside the area designated as General Commercial on the Plan with the exception of the area designated on Schedule "B" as the Knoll Comprehensive Development Area.*
 - c. Council encourages and supports creative and innovative infilling, development, redevelopment and renovation of existing buildings in order to maintain a strong focus of commercial activity in commercial areas.*
 - d. Council does not support the development of monolithic "big box" stores and horizontally expansive strip malls.*

SECTION 13 – INDUSTRIAL LANDS

13.1 Discussion

Industrial lands play a vital role in the economy. The jobs are usually higher paying than the service industry and provide economic spin-offs for other business through the supply system. Industrial lands are also tax generators for local government.

The ICSP identified a number of objectives and strategies relative to industrial lands. The objectives and policies are contained in Section 5 – Economic Development and focus on retaining adequate industrial land that will attract clean, low impact and sustainable industry. The RGS includes goals such as cooperative inter-jurisdictional servicing arrangements and monitoring the supply of industrial lands in the region.

13.2 Industrial Land Use Objectives

Council has the following objectives for Industrial land use designations:

- a. To maintain an adequate stock of developable Industrial Lands to meet projected demand from a local and regional perspective.*
- b. To encourage and support industries that are minimal polluters of the environment, provide local and sustainable employment for residents of the City, and are aesthetically pleasing.*

13.3 Industrial Land Use Policies

- a. Industrial designations on the Land Use Designation Map (Schedule “B”) include the following:*
 - Light Industrial*
 - General Industrial*
 - Industrial Park*
- b. Council will review the Zoning Bylaw to incorporate Infill and Redevelopment recommendations from the ICSP including consolidating the three industrial zones into a single comprehensive industrial zone.*
- c. Council will endeavor to maintain an adequate supply of Industrial Lands within the City and will cooperate with the Regional District to identify inter-jurisdictional servicing opportunities for meeting regional industrial land demands.*

- d. Council recognizes that there may be locations suitable for future sand and gravel extraction within the City, and, if identified, Council will have due regard for these resource values when considering a land development proposal within the general vicinity.*
- e. All mining and mineral exploration activities will be subject to the Mines Act and Mineral Tenure Act through application to the Ministry of Energy, Mines and Petroleum Resources.*

SECTION 14 – INSTITUTIONAL LANDS

14.1 Discussion

Enderby accommodates a range of institutional uses including two schools, health center, City Hall, the Drill Hall, other public halls, churches, and care facilities. For convenience, the City's works yard, sewage treatment plant, water treatment plant, water reservoir and park lands are included in this designation.

The City consulted with the North Okanagan-Shuswap School District 83 and they advised that they do not require another school site in Enderby.

14.2 Institutional Land Use Objectives

Council has the following objectives with regard to Institutional land uses:

- a. To ensure that Institutional uses are located where they will best serve the needs of area residents.*

14.3 Institutional Land Use Policies

- a. Institutional designations on the Land Use Designation Map (Schedule "B") entail those uses established in the Assembly, Civic and Public Service Zone of the Zoning Bylaw.*
- b. Concurrent with other policies in this Section, Council supports the combination of parks and open space with school facilities to allow the joint use of facilities.*
- c. Council considers that some new institutional uses in proximity to, or within, the Knoll Comprehensive Development Area designation may be appropriate as part of local facilities for the Knoll area.*

SECTION 18 – TEMPORARY USE PERMITS

- 18.1** *Subject to the designation of areas and conditions in the Zoning Bylaw, Council may issue Temporary Use Permits in all areas of the City.*

SECTION 21 – PLAN AMENDMENTS**21.1 Plan Amendment Policies**

- a.** Council will consider any application to amend this Official Community Plan Bylaw pursuant to Section 895 of the Local Government Act; and,

Notwithstanding this policy, the Council may relegate an individual Official Community Plan Amendment Application to annual review of pending applications to allow for a more comprehensive public consultation process.

- b.** Council may require that before the introduction of an individual Community Plan amendment bylaw, the applicant provide preliminary evidence of public support for the proposal.

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: May 27, 2014
Subject: Freedom of Information and Protection of Personal Privacy Bylaw

RECOMMENDATION

THAT Council moves three readings of the City of Enderby Freedom of Information and Protection of Personal Privacy Bylaw No. 1546, 2014 and the City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1547, 2014.

BACKGROUND

After reviewing the City of Enderby's Freedom of Information Bylaw No. 1143, 1994, staff recommend repealing it in favour of City of Enderby Freedom of Information and Protection of Personal Privacy Bylaw No. 1546, 2014. This bylaw will bring the City into conformity with the Freedom of Information and Protection of Personal Privacy Act in a technical sense, although the City was not hindered under the existing bylaw from compliance with the Act. It does, however, clearly delegate roles and responsibilities related to the implementation of the Act.

The Freedom of Information and Protection of Privacy Regulation provides a schedule of maximum fees which may be charged for particular services; for administrative efficiency, this schedule is now referenced in the bylaw as the basis for the fees. As a result, the associated sections of the Fees and Charges Bylaw will be removed with the amending bylaw.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1546

A BYLAW FOR THE ADMINISTRATION OF THE FREEDOM OF INFORMATION AND
PROTECTION OF PRIVACY ACT

WHEREAS under Section 77 of the Freedom of Information and Protection of Privacy Act, a local government must designate a person or group of persons as the head of the local public body for the purposes of this Act, and may set any fees the local public body requires to be paid under Section 75;

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

1. This bylaw may be cited as "City of Enderby Freedom of Information and Protection of Personal Privacy Bylaw No. 1546, 2014".

Part 1 – Definitions

"Act" means the Freedom of Information and Protection of Privacy Act, Statutes of British Columbia RSBC 1996, Chapter 165.

"Commissioner" means the Information and Privacy Commissioner appointed under the Act.

"Coordinator" means the Person delegated by the Head as the Information and Privacy Coordinator under Part 2 of this Bylaw.

"Council" means the Council of the City of Enderby.

"Head" means the person or group of persons designated as the Head of the municipality under Part 2 of this Bylaw.

"Municipality" means the Corporation of the City of Enderby.

"Regulation" means Freedom of Information and Protection of Privacy Regulation.

"Request" means a request under section 5 of the Act.

Part 2 – Administration

The Chief Administrative Officer is designated as the head for the purposes of the Act. The Chief Financial Officer shall act as the Head in the absence of the Chief Administrative Officer.

The Head may delegate all powers enumerated in or incidental to the Act to a Coordinator pursuant to section 66 of the Act.

Part 3 – Fees

An applicant making a request shall pay to the municipality the fees in accordance with Schedule 1 of the Regulation.

Part 4 – Repeal

City of Enderby Freedom of Information Bylaw 1143, 1994 is hereby repealed.

READ a FIRST time this _____ day of _____, 2014.

READ a SECOND time this _____ day of _____, 2014.

READ a THIRD time this _____ day of _____, 2014.

ADOPTED this _____ day of _____, 2014.

Mayor

Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1547

A BYLAW TO ESTABLISH FEES AND CHARGES FOR SERVICES AND INFORMATION

WHEREAS Council of the City of Enderby has adopted "City of Enderby Fees and Charges Bylaw No. 1479, 2010";

AND WHEREAS Council wishes to amend the fees and charges;

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

1. This bylaw may be cited as the "City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1547, 2014".
2. Schedule "1" of "City of Enderby Fees and Charges Bylaw No. 1479, 2010" is deleted and Schedule "1" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this day of , 2014.

READ a SECOND time this day of , 2014.

READ a THIRD time this day of , 2014.

RECONSIDERED and ADOPTED this day of , 2014

MAYOR

CHIEF ADMINISTRATIVE OFFICER

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SCHEDULE 1

CORPORATE SERVICE FEES

a.	List of Electors (candidates for local government elected office shall receive the first copy at no charge)	\$	20.00	
b.	Minutes of Council proceedings	\$	0.25	per page
c.	Copies of bylaws	\$	1.00	per page
d.	Photocopying	\$	0.50	per page
e.	Copy of the Official Community Plan – Text	\$	10.00	
	– Maps	\$	5.00	
f.	Copy of the Zoning Bylaw – Text	\$	20.00	
	– Map	\$	5.00	
g.	Copy of the Subdivision Bylaw	\$	100.00	
h.	Fax charges	\$	2.00	first page
		\$	1.50	each additional page
i.	Tax Certificates	\$	15.00	
j.	NSF cheques	\$	25.00	
k.	Copies of Infrastructure Maps	\$	1.00	per page
l.	Research and Copy of Property Service Cards	\$	5.00	
m.	Building Permit Deposit Liability	\$	350.00	

THE CORPORATION OF THE CITY OF ENDERBY BYLAW No. 1545

A bylaw to impose fees for providing recreation programs and facilities

WHEREAS The Council of the Corporation of the City of Enderby has adopted "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014";

AND WHEREAS Council wishes to amend the fees;

NOW THEREFORE the Council of the Corporation of the City of Enderby, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014 Amendment Bylaw No. 1545, 2014".
2. Schedule "A" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014" is deleted and Schedule "A" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this ____ day of _____, 2014.

READ a SECOND time this ____ day of _____, 2014.

READ a THIRD time this ____ day of _____, 2014.

ADOPTED this ____ day of _____, 2014.

Mayor

Chief Administrative Officer

SCHEDULE "A"

Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014 Amendment Bylaw No. 1545, 2014

GENERAL CONDITIONS FOR RENTAL OF FACILITIES

1. All rental rates include the standard facility, with normal maintenance staff.
2. Facility rentals, unless exempted by Commission policy, are subject to the renter obtaining a General Liability Insurance Policy through the City of Enderby's "User Group" General Liability Insurance Plan.
3. Ushers, ticket sellers, security forces, etc. are the responsibility of the renter (the City of Enderby reserves the right to provide such services at the Renter's expense).
4. Uses beyond the normal operating hours will require payment of additional labour costs.
5. The City of Enderby reserves the right to require a Performance Bond and/or Damage Deposit.
6. The Renter is responsible to ensure that the facility is vacated at the end of the event.
7. Entrance to or use of facilities will only be requested and approved on the Facility Rental Agreement. Prior entry for decorating, setup, etc. will be subject to the approval of the Facility Manager and noted on the application form.
8. The Renter must not exceed the maximum capacity allowed for the facility.
9. The Renter shall be responsible for loss or damage and assume all risk of injury (including death) to any person arising out of the use of the facility.
10. For all rentals involving the serving of liquor, the renter must carry a liability insurance policy naming the City of Enderby and the Regional District of North Okanagan as additional insured.
11. Should the renter cancel all or part of the rental period, within 30 days of the rental date, they shall not be entitled to any refund of the rental fee. All cancellations resulting in a refund of the rental fee will be subject to a ten (10) percent administration fee. Should the ice be re-rented the original renter will be entitled to a credit equal to the revenue generated by the re-rental to a maximum of the original renter's fees, less the administrative fee.

12. Facility Rental Agreement:

Prior to use of any facilities, the Renter must complete a Facility Rental Agreement. This document includes a waiver or release, which must be read by the participant before signing. If the participant requests an explanation of the meaning of the waiver, the staff shall respond as follows:

I have carefully read, clearly understand and voluntarily sign this participation, release and indemnification agreement. I intend, by signing this agreement, to adhere to all policies and procedures stated in this rental agreement.

Under no circumstances is the document to be signed without drawing the participant's attention to the waiver, and confirming that the proper liability insurance coverage is in place.

SCHEDULE "A" – Continued

Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014 Amendment Bylaw No. 1545, 2014

SCHEDULE of FEES

Enderby Memorial Arena

	<u>Rate/Hour</u>
1. Adult Ice Rental	\$ 154.00
2. Youth/Preschool Ice Rental	\$ 85.00
3. Senior Ice Rental	\$ 111.00
4. School District Ice Rental	*
5. Drop In Parent and Children Skate (inc. GST)	\$ 2.00
6. Drop In Shinny Hockey Ice Rental (inc. GST)	\$ 20.00
7. Adult Dry Floor	\$ 60.00
8. Youth Dry Floor	\$ 28.00
9. Senior Dry Floor	\$ 31.00
10. School District Dry Floor	*
11. Dry Floor – Roller Derby	\$ 31.00
12. Arena Dry Floor – Day Rate	\$ 624.00**
13. Arena Dry Floor – Day Rate – Commercial	\$1248.00**
14. Arena Dry Floor – Day Rate – Youth	\$ 500.00**

* Fee based on incremental cost per Joint Use Agreement
 ** a 50% discount will apply for rentals of 7 days or more

Swimming Pool Rates

	<u>Rate</u>
1. Public Swim – Adult (inc. GST)	
a. Per swim	\$ 3.75
b. 10 visit pass	\$ 33.75
c. 1 month pass	\$ 41.25
2. Public Swim – Senior / Youth (inc. GST)	
a. Per swim	\$ 3.50
b. 10 visit pass	\$ 31.50
c. 1 month pass	\$ 38.50
3. Public Swim – Preschool (inc. GST)	
a. Per swim	\$ 3.00
b. 10 visit pass	\$ 27.00
c. 1 month pass	\$ 33.00
4. Public Swim – Family (inc. GST)	
a. Per swim	\$ 9.00
b. 10 visit pass	\$ 79.50
c. 1 month pass	\$ 99.00
5. Fitness Class – Adult	
a. Per class	\$ 5.75
b. 10 visit pass	\$ 51.50
c. 1 month pass	\$ 55.00
6. Fitness Class – Senior / Youth (inc. GST)	
a. Per class	\$ 5.50
b. 10 visit pass	\$ 49.50
c. 1 month pass	\$ 52.50
7. Public Swim – Parent & 1 Preschool Child	
a. Per swim (inc. GST)	\$ 5.00
8. Toonie Swim Program (inc. GST)	\$ 2.00
9. Swim Lessons – ½ hr (inc. GST)	\$ 37.00/session
10. Swim Lessons – ¼ hr (inc. GST)	\$ 48.00/session
11. Private Lessons – ½ hr 5 days (inc. GST)	\$ 75.00/session
12. Semi-Private Lessons (2-3 people) – ½ hr 5 day (inc. GST)	\$ 48.00/session
13. Pool Rentals – up to 50 swimmers	\$ 67.00/hour
14. Pool rentals – 50+ swimmers	\$ 91.50/hour
15. Swim Club	\$ 24.00/hour
16. School District	
- 1st Lifeguard	*
- 2nd Lifeguard	*
- 3rd Lifeguard	*

SCHEDULE "A" – Continued

Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014 Amendment Bylaw No. 1545, 2014

<u>Swimming Pool Rates - Continued</u>	<u>Rate</u>
17. Licensed Not for Profit Preschool or Youth Organizations	
- 1st Lifeguard	\$ 17.00/hour
- 2nd Lifeguard	\$ 17.00/hour
- 3rd Lifeguard	\$ 17.00/hour

* Fee based on incremental cost per Joint Use Agreement

<u>Park Rates</u>	<u>Rate</u>
Grindrod Park Overnight Camping as Ancillary Use to Baseball Tournaments	\$ 17.75
Riverside Park (includes ball diamond area for non-ball use) – Youth per day	\$ 100.00 *
Riverside Park (includes ball diamond area for non-ball use) – Adult / Commercial per day	\$ 500.00 *

* A 50% discount will apply for rentals of 7 days or more

<u>Gazebo Rates</u>	<u>Rate</u>
Fee (per day)	\$ 110.00
Damage Deposit (per rental)	\$ 500.00
Kitchen Clean Up (per rental when used)	\$ 52.00

<u>Sports Fields / Ball Diamonds</u>	<u>Rate</u>
Adult Leagues (per team per season)	\$ 240.00
Minor Leagues (per team per season)	\$ 120.00
Funtastic	\$ 0.00
Day Rate – Per Diamond (If not paid as part of a league)	\$ 81.00

In addition to the above rates the user will be responsible for paying Commercial General Liability insurance premium in accordance with the User Group Rating Schedule provided by the City of Enderby insurance provider as amended from time to time.

The rates and availability for Drop in Parent and Children Skate and Drop In Shiny Hockey will apply when vacant ice is available and an attendant is working on a scheduled shift.

GST is not included in above prices, except where indicated.

Interest in the amount of 2% per month shall apply on all account balances unpaid after 30 days.

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: May 20, 2014
Re: Strategic Community Investment Funds - Progress Report

Recommendation:

THAT the report from the Chief Financial Officer, dated May 20, 2014 regarding the Strategic Community Investment Funds – Progress Report, be received by Council for information as presented.

Background:

In March 2012, the City of Enderby signed the Strategic Community Investment Fund Agreement for 2012-2014, which distributes the Small Community Grant. The original agreement was signed in 2009 and expired in 2011. One of the conditions of this agreement is that municipalities establish a “plan” for how these funds will be spent and report on the plan by June 30th of each year. The guidelines provided in the agreement are very flexible to allow the municipality some latitude in establishing this plan. Traditionally the Small Communities Grant was for the delivery of local government services.

Attached is the progress report which outlines the intended use and the progress made towards the use as of December 31, 2013.

Respectfully submitted.


Jennifer Bellamy
Chief Financial Officer

Strategic Community Investment Funds Plan and Progress Report

- (1) **SCI Funds received or anticipated:** *Payments under the small community, regional district and traffic fine revenue sharing portions of the Strategic Community Investment Funds (SCI Funds) will be set out separately in the local government's SCI Funds Agreement.*

SCI	Use	Date	Amount
SCI Grant	Local Government Services	March 2012	\$ 245,471
		June 2012	\$ 369,024
		March 2013	\$ 81,824
		June 2013	\$ 205,377
		June 2014	\$ 287,201

- (2) **SCI Funds intended use, performance targets and progress made:**

Small Community Portion of the SCI Funds

Intended Use	Performance Targets	Progress made in reporting period (by June 30, 2014)
To use the funding to support local government services to avoid major tax increases.	Minimize tax rate increases	Minimum tax rate increase was needed due to the general economic environment; however, the increase was less than would have been required without the SCI funding.

Agenda

Enderby & District Senior Citizens Complex

Box 702, 1101 George Street, Enderby, British Columbia, V0E 1V0 Telephone: 250-838-7541

May 26, 2014

Re: Request for Letter of Support

To Whom It May Concern:

In May the Government of Canada announced there will be funding availability under the New Horizons for Seniors Program in 2015. Applications must be completed and submitted prior to July 4, 2014.

The Enderby & District Senior Citizens Complex is in the process of completing the grant application for the following project:

Paving of the parking lot and the side and front areas of the complex.

In order for our grant application to be eligible for funding a requirement is to include letters showing community support for our project.

On behalf of the Enderby & District Senior Citizens Complex, I am writing this letter asking your organization to be so kind as to provide us with a letter of support. As this is time sensitive, please submit your letter by June 25th.

Thank you for continuing support and for considering our request.

Yours truly,



Melvin Slater
President



AUDITOR GENERAL FOR
LOCAL GOVERNMENT

ACCESSIBILITY · INDEPENDENCE · TRANSPARENCY · PERFORMANCE

Agenda



BRITISH
COLUMBIA

May 29, 2014

Ref: 14-114

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

Greetings to all:

Last May we announced our initial set of five performance audit topics. Work on three of those audit topics is well underway with published reports expected later this fiscal year. In keeping with our commitment to be transparent about our upcoming audits, I am pleased to advise that we have now identified the local governments selected for audit under the previously announced planned performance audit topics four and five. These audit topics will focus on *Local Government's Role in Ensuring Clean Drinking Water* and *Managing the Inherent Risks of Limited Human Resources within Small Local Governments*. Audit locations will be disclosed on the Auditor General for Local Government (AGLG) website (www.aglg.ca) at 10 am on May 30.

The local governments selected for audit under audit topics four and five will receive further correspondence from our office once the audit is initiated. At a later date, these local governments will also receive information describing the lines of enquiry during the survey phase (planning phase) to determine final scope of the audit and criteria for the examination phase, and requesting an opportunity to meet with representatives. These local governments will also receive information in the form of a protocol document explaining important aspects of the performance audit such as the confidentiality requirements under the *Auditor General for Local Government Act*.

Also on May 30, consistent with our annual service plan commitments to communicate future planned audit topics over an 18 month rolling period, we will be disclosing our two new performance audit topics six and seven on the AGLG website (www.aglg.ca).

As you may be aware, the planned audit topics are informed from the audit themes contained in our service plans following best efforts for a comprehensive audit planning process which involved extensive consultation and input from local governments and other stakeholders. Since my appointment I have spoken with many local government elected officials and staff at area association conventions and many other events and meetings. Your questions, comments and advice have been most welcome.

I look forward to continuing to hear from you. Please send your comments to info@aglg.ca or call the office at 604-930-7100.

Best regards,

Basia Ruta, CPA, CA
Auditor General for Local Government

cc: Chief Administrative Officers