

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, September 15, 2014
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of September 2, 2014](#)

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3. PUBLIC AND STATUTORY HEARINGS

4. PETITIONS AND DELEGATIONS

5. DEVELOPMENT MATTERS

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

[Little City Fashions Demolition Update](#) – Memo from Chief Administrative Officer dated September 11, 2014

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[Cliff Avenue west of Sicamous Street Improvements – update](#) – Memo from Chief Administrative Officer dated September 11, 2014

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7. BYLAWS – 3 Readings

Permissive Tax Exemption Bylaw No. 1551, 2014:

[Memo from Chief Financial Officer dated September 9, 2014](#)

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[Permissive Tax Exemption Bylaw No. 1551, 2014](#)

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Pending Approval from Enderby and District Services Commission:

[Parks, Recreation, and Culture Fees Imposition Bylaw No. 1553, 2014](#)

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[Cemetery Regulation Bylaw No. 1515, 2012 Amendment Bylaw No. 1552, 2014](#)

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8. REPORTS

Mayor and Council

[Public Hearing of Tuesday, September 2, 2014](#)

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9. NEW BUSINESS

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

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

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Tuesday, September 2, 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 Chief 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 was added to the agenda under New Business:

- Community Paramedicine

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

Carried Unanimously

ADOPTION OF MINUTES

Regular Meeting Minutes of August 11, 2014

Moved by Councillor Baird, seconded by Councillor McCune that the minutes of the regular meeting of August 11, 2014 be adopted as circulated.

Carried Unanimously

PUBLIC AND STATUTORY HEARINGS

The meeting gave way to the Public Hearing.

The regular meeting re-convened at 4:35 p.m.

PETITIONS AND DELEGATIONS

Stephanie Hall, Chief Executive Officer – Okanagan Regional Library

Re: Enderby Library Update

Ms Hall reviewed the highlights of her circulated power point presentation:

- Services:

- Circulation increase in Enderby due in part to e-books.
- Program attendance up 10%.
- Benefits of creating a generation of readers. Literacy so important to socio-economic climate.
- The Enderby branch provided support for the visiting Girl Guides.
- Data base of e-service products available – manuals etc.
- Governance and Finance:
 - Levies are determined by land values and population and costs are shared by all municipalities and regional districts.
 - Partnerships enable access to services throughout the region.
 - Enderby branch is moderately overfunded. Staffing level plan will be looked at to address under/over funding.
- News:
 - New services being introduced to disabled (both visual, learning, and physically impaired)
 - Capital projects planned for Summerland and downtown Kelowna.
 - New Public Service Manager positions.
 - Staffing level consultations underway.
 - New website and catalogue.

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

Regional District of North Okanagan – tabled from August 11, 2014

Re: Input for Agricultural Plan

Mayor Cyr will be dealing with this matter at the Regional Growth Management Advisory Committee meeting. Comments can be forwarded to Mayor Cyr.

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

Carried Unanimously

Capital Road Work – Stamped Concrete Optional Tender Option – verbal update from Chief Administrative Officer

Moved by Councillor Baird, seconded by Councillor Knust that Council not proceed with a stamped concrete option for road improvements along Mill Ave and Belvedere St.

Carried Unanimously

Discussion:

- Now is perfect opportunity to address beautification of the area. Alternate ideas need to be explored.
- Exposed aggregate, community sponsored banners etc.
- The Chief Administrative Officer will consult with the engineers and bring suggestions back to Council for consideration.

Amendment to February 17, 2014 Council Minutes – Memo from Clerk-Secretary dated August 26, 2014

Moved by Councillor Case, seconded by Councillor Shipmaker that the motion of February 17, 2014 requesting confirmation of its intent to continue providing services under the Safe Communities Agreement be amended as follows:

THAT a letter be sent to the City of Vernon providing notice of the intent of the City of Enderby to enter into negotiations on the terms of an extension to the Safe Communities Agreement.

Carried Unanimously

BYLAWS – 3 Readings

2014 Tax Exemption Bylaw No. 1551, 2014

A bylaw to exempt certain properties from taxation for the year 2015

Moved by Councillor McCune, seconded by Councillor Ludwig that 2014 Tax Exemption Bylaw No. 1551, 2014 be introduced and given three readings.

Moved by Councillor McCune, seconded by Councillor Case that consideration of the main motion be postponed until the September 15, 2014 meeting.

Carried Unanimously

BYLAWS – 3rd Reading and Adoption

Official Community Plan Bylaw No. 1549, 2014

Moved by Councillor Baird, seconded by Councillor McCune that Council receive the comments from the Agricultural Land Commission and Regional District of North Okanagan; and

THAT Council amend Official Community Plan Bylaw No. 1549, 2014 as proposed in order to make it consistent with the purposes of the Agricultural Land Commission Act and the decisions of the Agricultural Land Commission while enhancing its support of the Regional Solid Waste Management Plan; and

THAT Council considers the representations made by the public respecting matters contained in Official Community Plan Bylaw No. 1549, 2014; and

THAT Council gives Third Reading to Official Community Plan Bylaw No. 1549, 2014; and

FURTHER THAT Council adopt Official Community Plan Bylaw No. 1549, 2014.

Carried Unanimously

REPORTS

Councillor Case

- Attended an informal golf tournament hosted by Splatsin It was very well organized starting with a meeting at Kingfisher Interpretive Centre, followed by visit to Rivernmouth, 9 holes of golf at Mabel Lake, and a dinner.
- Participated in a radio talk show for Shuswap Food Action Committee. Salmon Arm is facing similar issues as we are. Councillor Case will be attending one of their meetings with Councillor Knust.

Councillor McCune

Is hoping that Ministry of Transportation will share data readings from the speed reader boards that were positioned at the north and south end of town recently.

Councillor Baird

Attended the Splatsin golf tournament. It is interesting to see the wide range of groups that they are working with.

Councillor Shipmaker

- Regional District Meeting. There as a public hearing for zoning of the North Enderby Timber property. It was passed unanimously and hopefully expansion will begin soon. Also on the agenda was a delegation from the Okanagan Basin Water Board, OCP's for Areas B and C, and a controversial public hearing on gravel extraction.

Councillor Ludwig

- COPS meetings
- Worked at the Safe Communities booth at the IPE
- Attended the plaque unveiling at the Drill Hall

Mayor Cyr

- The Splatsin golf tournament was a first class event.
- Plaque dedication at the Drill Hall commemorating the 100th anniversary of the Canadian War Measures Act.
- IPE opening was very well done.
- Enderby Seniors Housing – will be discussing phase 2 at UBCM Minister meeting.

Building Permit Detail Report – July 2014

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

NEW BUSINESS

Provincial / UBCM Green Communities Committee – Correspondence dated August 9, 2014

Re: Level 2 Recognition - "Measurement"

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

Carried Unanimously

Interior Health Patient Care Quality Central Office – Correspondence dated August 12, 2014

Re: Response to concerns over scheduled breaks

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

Carried Unanimously

2014 Property Tax Penalty – 410 Princess Street – Memo from Chief Financial Officer dated August 12, 2014

Moved by Councillor McCune, seconded by Councillor Knust that staff be directed to respond to Ms. Jameus, whereby the City of Enderby does not have the authority to waive penalties assessed on taxes outstanding after the tax due date.

Carried Unanimously

Wheelchair Access at Comerstone Garden

The Chief Administrative Officer has received a request to have the Cornerstone Garden trail area paved to improve mobility. The Garden Club has been asked to provide an alignment plan and list of materials required.

Moved by Councillor Ludwig, seconded by Councillor McCune that staff investigate further as to whether paving at the Comerstone Garden can be included in the Capital Roads Project.

Carried Unanimously

Digital Billboard Policy – Memo from Assistant Corporate Officer and Planning Assistant dated August 26, 2014

Moved by Councillor Knust, seconded by Councillor Case that Council adopt the City of Enderby Digital Billboard Policy.

Carried Unanimously

Moved by Councillor Case, seconded by Councillor McCune that Council sponsor the Enderby and District Lions Club for promotion of their annual garage sales.

Carried Unanimously

Late Item: Community Para-Medicine

Mayor Cyr has received information about the expansion of paramedic programs to enable response in rural areas to improve health care services. The Mayor has a copy of the information for those interested.

PUBLIC QUESTION PERIOD

None

CLOSED MEETING RESOLUTION

Moved by Councillor Baird, seconded by Councillor Knust 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) (b), (d), and (k) of the *Community Charter*.

Carried Unanimously

The regular meeting re-convened at 5:45

The following item was declassified from confidential to non-confidential:

Confirmation of Transfer of Escheated Property Under Enderby Arena to City of Enderby – Memo from Chief Administrative Officer dated August 15, 2014

Moved by Councillor Shipmaker, seconded by Councillor Baird that Council receive and file Ministerial Order No. M 264 of the Attorney General transferring all of the Province's interest with respect to the closed lane with a legal description of That Portion of Closed Lane in District Lot 150 Kamloops (formerly Osoyoos) Division Yale District as shown on Plan 31078 lying adjacent to Lots 1, 2, 23, and 24, Block 2, Plan 1445; and

THAT Council releases this matter from In-Camera.

Carried Unanimously

ADJOURNMENT

Moved by Councillor Knust, seconded by Councillor McCune that the regular meeting adjourn at 5:45 p.m.

Carried Unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: September 11, 2014
Subject: Little City Fashions Demolition Update

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

Further to the Remedial Action Requirement imposed upon 607 Cliff Avenue (formerly Little City Fashions) by Council pursuant to Division 12 of the *Community Charter*, staff have been advised that the property owners are not able to complete the demolition at this time.

Given that, staff proceeded with completing a Pre-Demolition Hazardous Materials Assessment. Following a review of this assessment, a Request for Quote (RFQ) was issued to six known qualified suppliers. The RFQ was also circulated to several civil engineers with whom the City works regularly, with a request that they circulate to other known qualified suppliers. The RFQ and accompanying Pre-Demolition Hazardous Materials Assessment were both posted on the City's website.

The Remedial Action Requirement includes the first three items listed below, while the fourth is consequential to any demolition:

- The structure must be removed from the Property;
- All items of rubbish and debris must be removed from the Property;
- Any natural or artificial openings in the ground upon the Property must be filled and the property left in a reasonably level condition; and
- Demolition includes the safe removal and disposal of hazardous materials as specified in the Pre-Demolition Hazardous Materials Survey.

The close date for receiving quotes is September 19, 2014, with works to proceed thereafter.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: September 11, 2014
Subject: Cliff Avenue West of Sicamous Improvements - Update

RECOMMENDATION

THAT Council receives and files this memorandum.


BACKGROUND

Further to the road reconstruction that occurred last year and a meeting to discuss several changes needed to meet drainage requirements given the steep grade, the following plan has commenced:

- 1) Asphalt paving of the gravel strip between the multi-use path and the edge of the road has been completed, with a swale to improve the flow of stormwater into drains.
- 2) Concrete curbing will be placed along the north edge of the road. The curbing will be rollover curbing to enable parking, except near the top of the road where a high-back curb will be installed to redirect the highest velocity stormwater running off the hill. The remaining boulevard area will remain gravel, consistent with sustainable local road standards elsewhere in the City.
- 3) After the above works have been completed, individual property owners will be contacted with respect to the placement of trees in the boulevard area, pursuant to a site meeting held earlier this year. During that site meeting, there had been some discussion of locating the trees in the space between the multi-use path and the road edge; however, this concept had to be revised given the alignment of a water line immediately underneath.

The above works will improve the drainage but will not require any change to the existing infrastructure; the costs are incremental to the project and the end cost to the taxpayer would be the same as if the works were part of the original design. Asphalt and concrete curbing works have been or will be connected with other projects in order to save on mobilization costs and obtain a better unit rate. The works can be accommodated within the existing budget.

Respectfully submitted,


Tate Bengtson
Chief Administrative Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: September 9, 2014
Subject: Permissive Tax Exemptions for 2015

Recommendation:

THAT Council give first, second and third readings of the bylaw cited as "City of Enderby 2015 Tax Exemption Bylaw No. 1551, 2014".

Background:

At the September 2, 2014 Council meeting, Council directed staff to look into the amount of provincial government funding that Pioneer Place Society and Enderby Seniors Housing Society receives before a permissive tax exemption is provided. Below is the funding provided:

- Pioneer Place Society - does not receive any provincial government funding.
• Enderby Seniors Housing Society (Enderby Memorial Terrace) - does receive provincial government funding. The amount of funding that the Society receives is based on the average rent of low income rental units in the North Okanagan. The Society charges their tenants a portion of this amount and the remaining rent is funded by the provincial government. The funding the Society receives is currently at its maximum.

In 2010 Council approved a permissive tax exemption for Enderby Seniors Housing Society for the 2011 year as this would be the first year the property would have been eligible for a permissive tax exemption. The exemption was only for 2011 and no agreement was made to provide an exemption for future years; however, Council has given an exemption to the Society every year since 2011.

As Pioneer Place Society does not receive any provincial funding and Enderby Seniors Housing Society is at its limit for provincial funding, disallowing a tax exemption to these societies could create financial implications for them (i.e. may need to reduce services). Council does have the option to only grant an exemption on a portion of the property (i.e. 90%, 50%, etc.).

Also attached are cover letters from each of the applicants that were submitted with their applications.

Respectfully Submitted

Jennifer Bellamy
Chief Financial Officer

Pioneer Place Society

P. O. Box 472, Enderby, BC V0E 1V0
email: psimon67@telus.net Phone: (250)546-3131

June 11, 2014

The Corporation of the City of Enderby,
P. O. Box 400,
Enderby, BC V0E 1V0

Attention: Jennifer Bellamy, Chief Financial Officer

Dear Sirs:

Re: Folio # 208.0020.000 1104 Belvedere Street, Enderby, BC

In response to your letter of March 18, 2014 enclosed is:

- a) Application for Permissive Tax Exemption;
- b) The Pioneer Place Story;
- c) List of Current Directors;
- d) Financial Statements for year ending February 28, 2014;
- e) Financial Forecast.

We have experienced 98% occupancy this past year with just enough time to renovate or refresh the units between. Tenants who left were moving closer to their family in other cities, into complex care or died.

We continue to provide affordable housing to allow seniors to age in place in Enderby. This year we have seen an increase in the number of tenant applications from people wanting to move closer to their extended family who already live in the area.

As the Board continues with the same people for the past several years we have encouraged an environment of caring among the tenants and we have very much appreciated how the tenants are watching out for each other, assisting each other when there is illness or in tenants providing rides for the non-driving tenants.

Volunteer assistance from tenants and Board Members greatly reduces the cost for administration and operation of this complex.

I trust you will find the enclosed in order and thank you for your consideration of this application. Tax exemption allows our organization to continue to operate as a community based non-profit society without any other government assistance. We have not needed to make any rent increases to our tenants, many of whom have very limited monthly incomes.


While our financial position appears healthy, we have already since the year end replaced the roof on the last two buildings and have just completed the entire renovation of 1 unit and anticipate that 2 units will require total renovations in the coming year.

Our oldest units are now 43 years old and we are working hard to keep the units in good repair and are replacing the appliances as required. We are also installing hi-rise toilets for the tenants and shower units with seats instead of bath tubs. These additions have allowed our tenants to remain independent for extended periods of time.

The relationship between the tenants at Pioneer Place and this very hard working Board speaks for itself as we have a great spirit of co-operation. We appreciate this opportunity to steward this complex which was put in place through the efforts of Enderby pioneers with great vision.

Thank you for your efforts to allow us to continue to operate affordable housing for seniors in the City of Enderby.

Yours truly,
Pioneer Place Society
Per.


Phyllis I. Simon, President

History of Pioneer Place Society

Pioneer Place Society was formed in 1971 with a stated reason from their Incorporation document of:

“To relieve conditions of poverty within the City of Enderby, BC and surrounding district and community and to relieve distress in such community and thereby benefit such community as a whole and to devote its revenues solely to such objects and purposes.

To operate as a strictly non—profit corporation for the purposes of providing homes for elderly citizens within the City of Enderby and surrounding district generally, and to assist in the construction or reconstruction of low rental housing units for elderly citizens and for such purpose only to construct, hold and manage low rental housing projects and to maintain the low rental character thereof.”

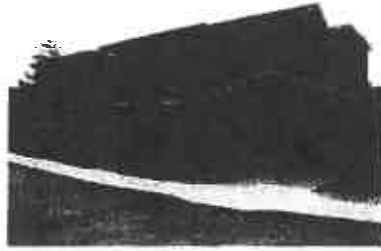
This Society now has 24 units (20 -1 bedroom and 4-2 bedroom) which are rented below market rents without any assistance from any government agency except for the tax exemption permitted by the City of Enderby.

There are no employees but some tenants do some administrative work for an honorarium. Many hours are contributed by the Board Members who each bring their own expertise to the Society. Work that cannot be done by volunteers (either capable tenants or volunteers) is hired out on a contract basis.

The units are renovated as tenants vacate. The roofs of each of the buildings in the complex have been replaced and the exterior has been painted in the last 2 years. In order to comply with the stated purpose of relieving conditions of poverty the age limit was reduced from 65 to 55 in 2008 when it became apparent that an area of need within the community was in single persons in the 55 to 65 age group (often women). Frequently the spouse has died leaving the person unable to pay market rents from savings or minimal pension income.

The tax exemption given by the City of Enderby has allowed this Society to keep rents well below the market rental rates, allowing seniors to age in their community in secure, affordable and well maintained premises.

Updated June, 2014



Enderby Memorial Terrace

Suite 108-708 Granville Ave.

Enderby, B.C.

City of Enderby

Attention: Jennifer Bellamy

April 24, 2013

Enderby Seniors Housing Society

108 – 708 Granville Ave. (phone # 250-838-6794)

Enderby, B.C.

Tax Folio # 208 00607.007 Tax Year: 2015

Property Owner: Provincial Rental Housing Corp.

As the President of the Enderby Seniors Housing Society, I, Peter Gilowski, have authorized Barry Fawcett as the contact person for the Enderby Memorial Terrace. Our Past President is Patrick Stroulger, Vice President is Patricia Vetter, our secretary is Jean Early, treasurer is Eric Borhaven and our directors are Vic Aube, Deb Deveau, and Tony Vetter.

Our non-profit society continues to provide safe, secure, affordable rental housing for low income seniors and disabled individuals. Our primary objective this year is to acquire a Supportive Housing facility for Enderby and area. We have preliminary plans for a 27 unit, 31 tenants complex which would adjoin the present building, that we are now operating. Our society has received a grant from CMHC for research and consultation regarding this new addition. The amount of this grant is \$10,000. We have given the City a copy of these plans and discussed some of the aspects of the plans with the City administrators. Our local MLA, Greg Kylo, has held meetings with the Minister of Housing, Rich Coleman, and we feel quite positive about receiving the funding to begin building this much needed addition to the support system for seniors in Enderby.

We have been able to bring our average tenant age level up and while doing that we have been able to increase our monthly income. However, we are experiencing the same operating increases that all other facilities are, and this means we are not making substantial gains, in the short term toward self-sufficiency. We have been able to address almost all of the deficiencies that needed to be dealt with as part of the new building. Several of our local service trades have been able to do work for us at a cost well below that of government recommended companies. We are making good use of the funds which are available.

We continue to have some of our tenants help out with keeping the sidewalks clear in the winter and with the landscaping activities in the summer. Our Community gardens continue to be well used and appreciated by the residents. We continue to get support and advice from the City of Enderby, the Lions Club, Interior Health, and the citizens of Enderby. All of our tenants receive support and recognition from the community and their friends, and they in turn are becoming a part of the community. Enderby Memorial Terrace hosts a bible study group every Monday morning. Some of our seniors help out within the community with everything from working at the Thrift Store to preparing take home meals for others.

The City of Enderby has given us a tax exemption for the past year which was our third year in operation, and an exemption for the 2014 year while we make adjustments to our operating budget. We continue to be frugal. We also continue to be vigilant regarding the safety concerns of our seniors and disabled persons as we have constructed a sidewalk to be used for safe walking between the Community Health Centre, the bus stop and our front entrance.

With your help and the financial support of the provincial government, we hope to do the same for the senior citizens of our community who need help with their meals, personal care and housekeeping but no longer can afford to stay in their own home and pay for the necessary help. We can do this by building the supportive housing we are proposing for the west end of our building.

The Enderby Seniors Housing Society really appreciates the support and the exemption from taxes for this year and request that the City continue giving us this same support and exemption in the year 2015.

Respectfully yours,

Peter Gilowski

President,

Enderby Seniors Housing Society

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1551

A bylaw of the Corporation of the City of Enderby to exempt certain properties from taxation for the year 2015.

WHEREAS Section 224 of the Community Charter provides that Council may by bylaw grant exemption from taxation of certain land or improvements or both;

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

- a. Folio 208.0020.000 - Lot 1, Plan KAP67159, DL 150 [PID 024-819-310] [1104 Belvedere Street]. Registered Owner and Occupier - **Pioneer Place Society**
- b. Folio 208.0023.022 - Lot A, Plan KAP54361, DL 150 [PID 023-025-930] [606 Stanley Avenue]. Registered Owner and Occupier - **Enderby & District Senior Citizens Complex**
- c. Folio 208.0294.000 - Lot 3, Block 16, Plan KAP211A, DL 150 [PID 012-594-059] [PID 012-594-067] [1101 George Street]. Registered Owner and Occupier - **Enderby & District Senior Citizens Complex**
- d. Folio 208.0607.007 - Lot 1, Plan KAP77756, DL 150, [PID 026-240-319] [708 Granville Avenue]. Registered Owner - **Provincial Rental Housing Corp.** Occupier - **Enderby Seniors Housing Society**
- e. Folio 208.0590.500 - Lot 5, Plan KAP6406, DL 150 [PID 010-101-578] [507 Mill Avenue]. Registered Owner and Occupier - **Enderby Fraternal Hall Society**
- f. Folio 208.0017.000 - Lot 30, Plan KAP211, DL 150 [PID 012-454-842] [909 Belvedere Street]. Registered Owner and Occupier - **Royal Canadian Legion Branch #98**
- g. Folio 208.0298.000 - Lot 5, Block 16, Plan KAP211A, DL 150 [PID 005-363-195] [606 Regent Avenue]. Registered Owner and Occupier - **St Andrew's United Church - c/o Trustees**
- h. Folio 208.0018.000 - Lot 31, Plan KAP211, DL 150 [PID 005-363-187] [1110 Belvedere Street]. Registered Owner and Occupier - **St Andrew's United Church - c/o Trustees**
- i. Folio 208.0621.012 - Lot 1, Plan KAP28247, DL 150 [PID 004-603-320] [104 Meadow Crescent]. Registered Owner and Occupier - **Enderby Evangelical Chapel**
- j. Folio 208.0113.100 - Lot Z, Plan KAP211A [PID 012-591-904] [706 Mill Avenue]. Registered Owner and Occupier - **Enderby Evangelical Chapel**
- k. Folio 208.0358.004 - Lot 1, Plan KAP27530, DL 150 [PID 004-825-683] [602 Knight Avenue]. Registered Owner and Occupier - **Synod of the Diocese of Kootenay**
- l. Folio 208.0356.000 - Lot 2, Plan KAP20377, Section 26, Township 18, Range 9, Meridian W6 [PID 003-932-150] [608 Knight Avenue]. Registered Owner and Occupier - **Synod of the Diocese of Kootenay**
- m. Folio 208.0607.100 - Lot 1, Plan KAP10055, DL 150 [PID 009-593-764] [115 George Street]. Registered Owner and Occupier - **Enderby Jehovahs Witnesses**
- n. Folio 208.0618.200 - Lot 1, Plan KAP12491, DL 150 [PID 009-422-323] [1406 George Street]. Registered Owner and Occupier - **Roman Catholic Bishop of Kamloops**

- o. Folio 208.0269.100 - Lot 4, Block 14, Plan KAP211A, DL 150 [PID 009-553-479 & PID 012-593-851] [907 George Street]. Registered Owner - 172965 Canada Limited c/o Imperial Oil Limited. Occupier - The Corporation of the City of Enderby (Parking lot behind City Hall)
- p. Folio 208.0492.000 - Lot 1, Block 3, Plan KAP920, DL 150 [PID 009-974-148] [208 George Street]. Registered Owner - The Corporation of the City of Enderby. Occupier - Enderby Drill Hall Committee (Drill Hall)
- q. Folio 208.0493.000 - Lot 2, Block 3, Plan KAP920, DL 150 [PID 009-974-164] [206 George Street]. Registered Owner - The Corporation of the City of Enderby. Occupier - Enderby Drill Hall Committee (Drill Hall Parking Lot)
- r. Folio 208.0494.000 - Lot 3, Block 3, Plan KAP920, DL 150 [PID 009-974-083] [204 George Street]. Registered Owner - The Corporation of the City of Enderby. Occupier - Enderby Drill Hall Committee (Drill Hall Parking Lot)
- s. Folio 208.0270.000 - Lot 2, Block 14, Plan KAP211A, DL 150 [PID 012-593-877 & PID 012-593-842] [903 George Street]. Registered Owner - The Corporation of the City of Enderby. Occupier - Enderby & District Community Museum Society
- t. Folio 208.0512.020 - Lot 3, Plan KAP58637, DL 150 [PID 023-681-209] [112 Kildonan Avenue]. Registered Owner - The Corporation of the City of Enderby. Occupier - Enderby & District Chamber of Commerce (Riverside Park, Bathhouse & Residence)
- u. Folio 208.0602.000 - Lot 2, Plan KAP211B, DL 149 [PID 012-826-901, PID 012-826-910 & PID 012-826-928] [700 Railway Street]. Registered Owner - The Corporation of the City of Enderby. Occupier - Enderby & District Chamber of Commerce (Information Centre)

- 2. The term of the exemptions shall be for one year and shall be reviewed on an annual basis.
- 3. This bylaw may be cited as the "City of Enderby 2015 Tax Exemption Bylaw No. 1551, 2014".
- 4. "City of Enderby 2014 Tax Exemption Bylaw No. 1524, 2013" 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;

RECONSIDERED & ADOPTED this ____ day of _____, 2014.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Council

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: September 10, 2014
Subject: Parks, Recreation and Culture Fees Bylaw

Recommendation

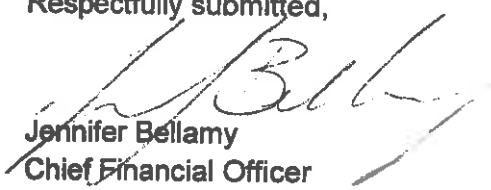
THAT Council give first, second and third readings of the bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1553, 2014", subject to Commission approval at the September 12, 2014 Enderby and District Services Commission meeting.

Background

Before the Joint Use Agreement was in place with School District #83, the parks, recreation and culture fees bylaw included a "School District Ice Rental" rate. As there are schools other than School District #83 that use the arena, staff is recommending that a school ice rental rate for schools not covered under a joint use agreement be added to the fees bylaw at a rate equal to what would have been charged if this rate had not been removed (\$46.00).

Attached is the revised bylaw.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

**THE CORPORATION OF THE CITY OF ENDERBY
BYLAW No. 1553**

A bylaw to impose fees for providing recreation programs and facilities

WHEREAS The Council of the Corporation of the City of Enderby has the authority by bylaw pursuant to Section 194 of the Community Charter, RSBC, 2003 to impose fees payable in respect of all or part of a service in the municipality and may have the bylaw apply outside the municipality;

WHEREAS the City has resolved to provide Parks, Recreation and Culture services outside the City to Area 'F' of the North Okanagan Regional District;

AND WHEREAS the Board of the North Okanagan Regional District has provided consent on December 09, 2009 in accordance with Section 13 of the Community Charter, RSBC, 2003;

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

CITATION

This Bylaw may be cited as "*The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1553, 2014*".

DEFINITIONS

Preschool means any person that is six years of age and under.

Youth means and person that is seven to eighteen years of age.

Adult means any person that is nineteen years to sixty-four years of age.

Senior means and person that is sixty-five years of age and older.

Family means members of an immediate family and includes parents, grandparents and guardians of dependent children who are under the age of 19 years.

ESTABLISHMENT

Schedule "A" attached hereto is hereby established, and forms part of this Bylaw.

The rates established by this bylaw shall continue and remain in effect beyond the years cited until amended or repealed.

Repeal

The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1535, 2014, and all amendments thereto are 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

SCHEDULE "A"

Parks, Recreation and Culture Fees Imposition Bylaw No. 1553, 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 fee 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. 1553, 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 Ice Rental	*
5. School Ice Rental - not covered by joint use agreement	\$ 46.00
6. Drop In Parent and Children Skate (inc. GST)	\$ 2.00
7. Drop In Shiny Hockey Ice Rental (inc. GST)	\$ 20.00
8. Adult Dry Floor	\$ 60.00
9. Youth Dry Floor	\$ 28.00
10. Senior Dry Floor	\$ 31.00
11. School District Dry Floor	*
12. Dry Floor – Roller Derby	\$ 31.00
13. Arena Dry Floor – Day Rate	\$ 624.00**
14. Arena Dry Floor – Day Rate – Commercial	\$1248.00**
15. 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 – ¾ hr (inc. GST)	\$ 48.00/session
11. Private Lessons – ½ hr 5 days (inc. GST)	\$ 37.00/session
12. Private Lessons – ¾ hr 10 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. 1553, 2014

Swimming Pool Rates - Continued

Rate

**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

Park Rates

Rate

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

Gazebo Rates

Rate

Fee (per day)	\$ 110.00
Damage Deposit (per rental)	\$ 500.00
Kitchen Clean Up (per rental when used)	\$ 52.00

Sports Fields / Ball Diamonds

Rate

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 Shinny 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: September 11, 2014
Subject: Cemetery Regulation Amendment Bylaw

Recommendation

THAT Council give first, second and third readings of the bylaw cited as "City of Enderby Cemetery Regulation Bylaw No. 1515, 2012 Amendment Bylaw No. 1552, 2014" subject to Commission approval at the September 12, 2014 Enderby and District Services Commission meeting.

Background

Currently the cost of supplies, which include grave liners and cremation vaults, have a fixed rate on the City's cemetery bylaw. Any costs the City incurs for supplies are invoiced to customers. As the cost of supplies can change without notice staff is recommending that the fees for supplies in the Cemetery Regulation Bylaw be changed from a set fee to "at cost". This will save time by allowing staff to invoice customers for the new costs immediately rather than waiting for a bylaw amendment to be adopted.

The attached amendment bylaw includes this adjustment.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1552

A BYLAW TO AMEND CEMETERY REGULATION BYLAW NO. 1515

WHEREAS Council of the City of Enderby has adopted "City of Enderby Cemetery Regulation Bylaw No. 1515, 2012";

AND WHEREAS Council wishes to amend the fees;

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 Cemetery Regulation Bylaw No. 1515, 2012 Amendment Bylaw No. 1552, 2014".
2. Schedule "C" of "City of Enderby Cemetery Regulation Bylaw No. 1515, 2012" is deleted and Schedule "C" 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

Enderby & District Cemetery Regulation Bylaw No. 1515, 2012 Amendment Bylaw No. 1552, 2014

Schedule "C" attached to and forming part of
Enderby & District Cemetery Regulation
Bylaw No. 1515, 2012 Amendment Bylaw No. 1552, 2014

Corporation of the City of Enderby
619 Cliff Avenue - Box 400
Enderby BC, V0E 1V0
Phone: (250) 838-7230 Fax: (250) 838-6007

**CLIFFSIDE CEMETERY
SCHEDULE "C"
Fee Schedule**

	Effective Jan 1 2014		Effective Jan 1 2015		Effective Jan 1 2016		Effective Jan 1 2017		Effective Jan 1 2014		Effective Jan 1 2015		Effective Jan 1 2016		Effective Jan 1 2017	
	Jan 1 2014	Jan 1 2015	Jan 1 2016	Jan 1 2017	Jan 1 2014	Jan 1 2015	Jan 1 2016	Jan 1 2017	Jan 1 2014	Jan 1 2015	Jan 1 2016	Jan 1 2017	Jan 1 2014	Jan 1 2015	Jan 1 2016	Jan 1 2017
CEMETERY LOTS																
Adult																
(Resident)	278.10	292.00	306.60	321.95	92.70	97.35	102.20	107.30	370.80	389.36	408.80	429.25	370.80	389.36	408.80	429.25
(Non Resident)	401.40	409.40	417.60	425.95	156.05	159.20	162.40	165.65	557.45	568.60	580.00	591.60	557.45	568.60	580.00	591.60
Child/Infant (up to 12 years)																
(Resident)	189.60	199.10	209.05	219.50	63.20	66.35	69.65	73.15	252.80	265.45	278.70	292.65	252.80	265.45	278.70	292.65
(Non Resident)	291.30	297.15	303.10	309.15	87.90	89.65	91.45	93.30	379.20	386.80	394.55	402.45	379.20	386.80	394.55	402.45
Cremated Remains																
(Resident)	134.80	141.55	148.65	156.10	44.95	47.20	49.55	52.00	179.75	188.75	198.20	208.10	179.75	188.75	198.20	208.10
(Non Resident)	218.50	222.85	227.30	231.85	72.85	74.30	75.80	77.30	291.35	297.15	303.10	309.15	291.35	297.15	303.10	309.15

	Effective Jan 1 2014	Effective Jan 1 2015	Effective Jan 1 2016	Effective Jan 1 2017
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**CEMETERY SERVICES
Interment Services (Opening & Closing)**

Adult	442.20	451.05	460.05	469.25
Child/Infant	260.10	265.30	270.60	276.00
Cremated Remains (Regular)	208.10	212.25	216.50	220.85
Cremated Remains (if covered with concrete)	312.10	318.35	324.70	331.20
Deeper Depth to Permit Second Burial in Same Grave (additional cost)	171.65	175.10	178.60	182.15
Premium/Overtime Charges	At cost	At cost	At cost	At cost

SCHEDULE "C" - Continued

	Effective	Effective	Effective	Effective
	Jan 1 2014	Jan 1 2015	Jan 1 2016	Jan 1 2017
<u>Exhumation / Disinterment Services</u>				
Adult	850.00	850.00	850.00	850.00
Child/Infant	500.00	500.00	500.00	500.00
Cremated Remains (Regular)	400.00	400.00	400.00	400.00
Cremated Remains (if covered with concrete)	600.00	600.00	600.00	600.00
Premium/Overtime Charges	At cost	At cost	At cost	At cost
<u>Memorial Installation or Removal</u>				
Care Fund Contribution	26.00	26.50	27.05	27.60
<u>SUPPLIES</u>				
Grave Liner (Regular)	At cost	At cost	At cost	At cost
Grave Liner (Special - Small or Oversized)	At cost	At cost	At cost	At cost
Cremation Vault	At cost	At cost	At cost	At cost
<u>SUNDRY</u>				
Transfer of Right of Interment	26.00	26.50	27.05	27.60
Cancellation of Right of Interment	26.00	26.50	27.05	27.60
<u>TAXES</u>				
Provincial and Federal Taxes as legislated				

THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held on Tuesday, September 2, 2014 at 4:32 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 Chief Administrative Officer - Barry Gagnon
Chief Financial Officer – Jennifer Bellamy
Assistant Corporate Officer and Planning Assistant – Kurt Inglis
Recording Secretary – Bettyann Kennedy
Press and Public

Mayor Cyr read the rules of procedure for the Public Hearing and introduced Official Community Plan Bylaw No. 1549, 2014 which proposes to adopt an Official Community Plan for the City of Enderby.

The Planning Assistant provided an overview of the proposed amendments which have been incorporated into Official Community Plan Bylaw No. 1549, 2014 since Council gave the Bylaw Second Reading.

The Mayor called three times for members of the public to make representations respecting the Bylaw. No speakers came forward.

The Public Hearing closed at 4:35 p.m.

Pursuant to Section 890 (7) of the *Local Government Act*, I, Tate Bengtson, hereby certify this to be a fair and accurate report of the Public Hearing held on September 2, 2014.



Signature

Sept. 3/2014

Date



**Regional District of North Okanagan
Building Permit Detail Report for Aug 2014**

**THERE ARE NO PERMITS FOR THE PERIOD
For Area: Enderby**

Day: Area:	Permit: Cost:	Owner:	Construction Location:	Builder:	Permit Desc: Units:	Value: Fir Area:	Cumulative TOTAL:



Regional District of North Okanagan Building Inspections Statistical Report for Aug 2014

Class:	Electoral Areas:		Armstrong		Enderby		Lumby		Spallumcheen			
	H Units:	Permits:	Value:	H Units:	Permits:	Value:	H Units:	Permits:	Value:	H Units:	Permits:	Value:
Residential	3	11	\$782,600	4	5	\$1,195,000	0	0	\$0	0	0	\$0
Residential YTD	40	81	\$12,885,580	10	22	\$3,081,000	2	5	\$696,000	4	6	\$953,500
Commercial	0	1	\$10,000	0	0	\$0	0	0	\$0	0	0	\$0
Commercial YTD	0	5	\$562,500	0	2	\$152,000	1	1	\$200,000	0	2	\$17,570
Industrial	0	1	\$120,000	0	0	\$0	0	0	\$0	0	0	\$0
Industrial YTD	0	2	\$150,000	0	0	\$0	0	1	\$55,000	0	0	\$0
Public	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0
Public YTD	0	1	\$600	0	0	\$0	0	0	\$0	0	0	\$0
Agricultural	0	1	\$90,000	0	0	\$0	0	0	\$0	0	0	\$0
Agricultural YTD	0	12	\$2,026,100	0	0	\$0	0	0	\$0	0	0	\$0
Tils for Month												
Same Month Prev Yr	3	14	\$1,002,600	4	5	\$1,195,000	0	0	\$0	0	0	\$0
Yr to Date	3	17	\$1,261,000	0	3	\$59,120	0	1	\$8,450	0	1	\$12,000
Last Yr to Date	40	101	\$15,624,780	10	24	\$3,233,000	3	7	\$951,000	4	8	\$974,070
Totals for all Areas:												
	22	97	\$6,914,000	0	18	\$1,238,970	2	13	\$684,050	3	9	\$722,800
										15	43	\$7,332,400