



REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, December 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 December 1, 2014](#)

pg 1-6

3. PUBLIC AND STATUTORY HEARINGS

Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014

4. PETITIONS AND DELEGATIONS

5. DEVELOPMENT MATTERS

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

[Regional Growth Management Advisory Committee Appointments](#) – memo from
Chief Administrative Officer dated December 4, 2014

pg 7

7. BYLAWS – Adoption

[Memo from Assistant Corporate Officer and Planning Assistant dated December 8, 2014](#)

pg 8-14

[Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014](#) pg 15-16

8. REPORTS

a. [Mayor and Council](#)

b. Building Permit Detail Report – November 2014

pg 17-18

9. NEW BUSINESS

a. [Residential Refuse Collection – RFP Results](#) – report of results to be circulated
under separate cover

b. [2014 Savings – Year in Review](#) – Memo from Chief Administrative Officer
dated December 9, 2014

pg 19-20

- c. [BC & Yukon Legion Veterans Book – advertising](#) – Correspondence dated
December 10, 2014 pg 21

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

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

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a Regular Meeting of Council held on Monday, December 1, 2014 at 4:30 p.m. in the Council Chambers of City Hall

Present: Mayor Greg McCune
Councillor Tundra Baird
Councillor Brad Case
Councillor Roxanne Davyduke
Councillor Raquel Knust
Councillor Brian Schreiner
Councillor Shawn Shishido

Chief Administrative Officer – Tate Bengtson
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:

- Santa Parade
- Gift baskets for "Go with Me" key film personnel.

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

Carried Unanimously

ADOPTION OF MINUTES

Regular Meeting Minutes of November 17, 2014

Moved by Councillor Knust, seconded by Councillor Baird that the minutes of the regular meeting of November 17, 2014 be adopted as circulated.

Carried Unanimously

BYLAWS - Adoption

Official Community Plan No. 1549, 2014 Revision Bylaw No. 1555, 2014

Moved by Councillor Case, seconded by Councillor Baird that Official Community Plan No. 1549, 2014 Revision Bylaw No. 1555, 2014 be adopted.

Carried Unanimously

REPORTS

Councillor Baird

- Very busy with Christmas event planning, the community dinner in particular.
- Reminded everyone that the dinner is this Sunday at the Senior Centre. Council helps out to serve 150+ people. This year Councillor Baird is doing the cooking.
- The Glitz and Glamour fashion show fundraiser for the spray park was a big success.

Councillor Shishido

Councillor Shishido is looking forward to the steep learning curve ahead.

Councillor Davyduke

- Thanked everyone for their support.
- Attended the Lions Action. There was a great turnout.
- Attended the Chamber of Commerce Annual General Meeting. It was very interesting with lots of energy.
- Took part in AL Fortune fashion show. There was good community turnout and representatives of home based businesses.
- Helped with the making of the community cedar boughs at the Fire Hall.

Councillor Schreiner

- Attended the Chamber of Commerce Annual General Meeting. Impressed with our Chamber. Would like to see them bring back the business excellence awards to show appreciation for existing businesses.
- Attended a Shuswap Regional Trail Strategy Meeting.

Councillor Knust

- Reminded Councillors of the Council sponsored breakfast at the schools. AL Fortune breakfast is December 16th at 8:00 and MV Beattie breakfast is December 17th at 7:30. She explained to the new members that this program is funded from the Councillor's scholarship fund account.
- Got all the cedar boughs made at the Fire Hall.
- Part of the community Christmas events is a chili cook off on Saturday. Suggested that Councillors participate with an entry.

Councillor Case

- Kelowna region has acquired a portion of the CN rail line.
- Cliffs trail works are completed. There is a staircase in place at one of the steep incline areas.
- Mill Avenue works were completed on time.
- Attended the Chamber of Commerce Annual General Meeting.

Mayor McCune

- Community Christmas Celebrations this weekend – hoping for a good attendance.
- Safe Communities dinner is December 10th.
- Kurt is organizing this year's Staff/Council Christmas party.

NEW BUSINESS**Report of Election Results**

Moved by Councillor Case, seconded by Councillor Baird that the reports be received and filed.
Carried Unanimously

2015 Council Meeting Schedule

Moved by Councillor Baird, seconded by Councillor Case that the 2015 Council Meeting Schedule be approved as presented.

Carried Unanimously

2015 – 2018 Acting Mayors

Moved by Councillor Baird, seconded by Councillor Knust that the 2015 – 2018 Acting Mayor List be approved as presented.

Carried Unanimously

Council Appointments

Moved by Councillor Baird, seconded by Councillor Schreiner that Council make the following appointments:

- Mayor McCune be appointed Municipal Director for the Regional District of North Okanagan Board of Directors pursuant to Section 784 of the Local Government Act;
- Councillor Case be appointed Alternate Municipal Director for the Regional District of North Okanagan Board of Directors pursuant to Section 786 of the Local Government Act;
- Councillor Case be appointed to serve on the Regional Growth Management Advisory Committee as established by the Regional Board;
- Councillor Case and Councillor Davyduke be appointed to serve on the Enderby and District Services Commission pursuant to Section 12 of the Corporation of the City of Enderby Service Extension and Commission Delegation Bylaw No. 1446, 2009;
- Councillor Baird be appointed to the Okanagan Regional Library Board for 2015; and Councillor Schreiner be appointed as Alternate to the Okanagan Regional Library Board for 2015;
- Councillor Schreiner be appointed to serve on the Enderby and District Heritage Commission;
- Councillor Baird and Councillor Case be appointed to serve on the Enderby-Splatsin Joint Committee;
- Councillor Shishido be appointed as liaison to the Enderby and District Chamber of Commerce;

- Mayor McCune be appointed as liaison to the Enderby and District Arts Council;
- Councillor Case be appointed as liaison to the Shuswap Trail Alliance; and Councillor Schreiner be appointed as Alternate liaison to the Shuswap Trail Alliance;
- Mayor McCune be appointed as liaison to the Enderby and District Fire Department;
- Councillor Baird be appointed a liaison for the Shuswap River Watershed Sustainability Plan; and Councillor Case be appointed as Alternate liaison for the Shuswap River Watershed Sustainability Plan.

Carried Unanimously

Moved by Councillor Case, seconded by Councillor Davyduke that Council appoints the Area F Director and Alternate Director to the Enderby and District Services Commission pursuant to Section 12 of the Corporation of the City of Enderby Service Extension and Commission Delegation Bylaw No. 1446, 2009.

Carried Unanimously

Council Portfolio Policy – Memo from Chief Administrative Officer dated November 24, 2014

Moved by Councillor Case, seconded by Councillor Baird that the council Portfolios policy be adopted as presented.

Carried Unanimously

Portfolios were assigned as follows:

Health and Wellness – Councillor Knust (alternate – Councillor Davyduke)
 Council Project and Events Management – Councillor Baird
 Community Services – Councillor Shishido
 Infrastructure – Councillor Schreiner (alternate – Councillor Case)

Mayor and Council Scholarship – Memo from Chief Administrative Officer dated November 19, 2014

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

Carried Unanimously

Appointment of Mayor as Signatory for Banking – Memo from Chief Financial Officer dated November 19, 2014

Moved by Councillor Case, seconded by Councillor Schreiner that Mayor McCune be added as a signatory for the General, Cemetery Care Fund, and Cemetery Donations Accounts in the name of The Corporation of the City of Enderby currently held at Enderby and District Financial; and

THAT former Mayor Howie Cyr and former Councillor Earl Shipmaker be removed as signatories for the General, Cemetery Care Fund, and Cemetery Donations Accounts in the name of The Corporation of the City of Enderby currently held at Enderby and District Financial.

Carried Unanimously

Council Orientation Dates – Memo from Chief Administrative Officer dated November 24, 2014

Moved by Councillor Case, seconded by Councillor Davyduke that an orientation session be scheduled for January 6th at 3:00 pm.

Carried Unanimously

A tour of facility sites will take place at a later date.

Pharmacy Hours of Operation – Correspondence from Burt Cohen dated November 16, 2014

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

Carried Unanimously

A letter will be forwarded to Mr. Cohen stating that Council will engage with the business owners to determine if Sunday opening is feasible.

4-way Stop at Cliff Avenue and Sicamous Street – Memo from Assistant Corporate Officer and Planning Assistant dated November 24, 2014

Moved by Councillor Baird, seconded by Councillor Schreiner that Council direct staff to implement a 4-way stop at the intersection of Cliff Avenue and Sicamous Street along with advanced warning signage in spring 2015.

Carried Unanimously

Municipal Security Issuing Resolutions – 2015 Spring Borrowing – Memo from Chief Financial Officer dated November 25, 2015

Moved by Councillor Case, seconded by Councillor Knust that Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of the 2015 Spring Borrowing Session, Four Hundred Fifty Thousand Dollars as authorized through "Upgrades to Mill Avenue Loan Authorization Bylaw No. 1544, 2014" and that the Regional District of North Okanagan be requested to consent to our borrowing over a twenty year term and include the borrowing in their Security Issuing Bylaw.

Carried Unanimously

Late Item: *Santa Parade*

The city's flatbed truck will be decorated at 5:30 on Thursday at the Works Yard. Please bring decorations and ideas. Should be at the arena by 5:30 on Friday for the parade and bring family members. Staff will be invited to participate and also bring their families.

Late Item: *Gift Baskets for "Go with Me" Key Film Personnel*

As a gesture of appreciation, gift baskets with a taste of Enderby and area will be prepared and presented to key members of the cast and crew of the movie. Councillors will seek contributions from various local community groups and merchants. Ideas can be forwarded to Councillor Baird.

Moved by Councillor Case, seconded by Councillor Shishido that gift baskets be prepared and presented to key cast and crew personnel of the movie "Go with Me" at a cost not to exceed \$500.

Carried Unanimously

PUBLIC QUESTION PERIOD

None

CLOSED MEETING RESOLUTION

Moved by Councillor Schreiner, seconded by Councillor Shishido 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) (c) of the *Community Charter*.

Carried Unanimously

ADJOURNMENT

The regular meeting reconvened at 6:15 p.m.

The regular meeting adjourned at 6:15 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: December 4, 2014
Subject: Regional Growth Management Advisory Committee Appointments

RECOMMENDATION

THAT Council appoints the Alternate Municipal Director and Municipal Director as, respectively, Representative and Alternate Representative to the Regional Growth Management Advisory Committee.

BACKGROUND

Upon reviewing the appointment history, RDNO has advised that appointments to the Regional Growth Management Advisory Committee are generally the Municipal Director and Alternate Municipal Director appointments. The City of Enderby has already appointed a Representative (the Alternate Municipal Director), but not an Alternate Representative. The above recommendation will resolve the appointment in accordance with RDNO policy.

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: December 8, 2014
Subject: Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014

RECOMMENDATION

THAT Council adopts the Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014.

BACKGROUND

Council had previously discussed closing the portion of Princess Street immediately west of 708 Granville Avenue (Enderby Memorial Terrace) to facilitate a consolidation with the property legally described as Lot 1, District Lot 150, Kamloops Division Yale District, Plan KAP77756. This would provide additional area to accommodate Phase II of the development of supportive housing, assisted living and/or complex care. In exchange, the City would receive Statutory Rights-of-Way required for City infrastructure necessary to service portions of the Knoll development.

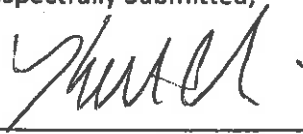
At its November 17, 2014 Regular Meeting, Council gave three readings to Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014 and referred it to the Ministry of Transportation & Infrastructure, BC Hydro, Fortis BC, Telus, and Shaw Cable. Furthermore, ads were placed in the November 26 and December 3, 2014 issues of the Okanagan Advertiser in order to advise the public of:

- The City's intention to close and cancel the dedication as highway of the portion of Princess Street;
- The City's intention to dispose of the closed portion of Princess Street for \$1.00 to the owner of the property legally described as Lot 1, District Lot 150, Kamloops Division Yale District, Plan KAP77756 for the purposes of supportive housing, assisted living, and/or complex care; and
- The opportunity for persons who feel affected by the Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014 to make representation to Council at its Regular Meeting of December 15, 2014.

The Ministry of Transportation & Infrastructure endorsed the Bylaw and Telus advised that they have no objections or concerns with the proposed road closure. BC Hydro advised that it has no objection to the proposed road closure on the condition that a right-of-way is granted to BC Hydro for any works that may be contained within the subject road closure area, in conjunction with title being raised and prior to the consolidation or sale of the subject area by the City of Enderby.

Concurrently with the road closure process, Administration will be completing the formal agreement with the Provincial Rental Housing Corporation. The actual transfer and consolidation of the property and the registration of Statutory Rights-of-Way will likely occur after installation of the works.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Kurt Inglis', is written over a horizontal line.

Kurt Inglis, Assistant Corporate Officer and Planning Assistant

Kurt Inglis

From: Lantenhammer, Desiree TRAN:EX [Desiree.Lantenhammer@gov.bc.ca]
Sent: November-19-14 11:36 AM
To: 'Kurt Inglis'
Subject: RE: City of Enderby Referral - Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014
Attachments: 20141119113209.pdf

Hi Kurt, attached is the endorsed bylaw. The original is in the mail on its way to you.

Regards,

Desiree Lantenhammer, BSc
Ministry of Transportation and Infrastructure
Development Approvals Technician
Vernon Office
Phone: (250) 503-3609
Cell: (250) 503-8963
Fax: (250) 503-3631



From: Kurt Inglis [mailto:kinglis@cityofenderby.com]
Sent: Tuesday, November 18, 2014 2:16 PM
To: Lantenhammer, Desiree TRAN:EX
Cc: tbengtson@cityofenderby.com; bgagnon@cityofenderby.com
Subject: City of Enderby Referral - Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014

Good afternoon Desiree,

As per Section 40 (4) of the Community Charter, attached is a copy of Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014 for your review.

If you have any objection to the proposed road closure, we ask that you please advise by December 10, 2014.

Thank you,

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

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

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1563, 2014

A BYLAW TO AUTHORIZE CLOSURE AND REMOVAL OF THE DEDICATION AS
HIGHWAY ON PART OF UNDEVELOPED ROAD COMMONLY KNOWN AS
PRINCESS STREET

WHEREAS Section 35(1)(a) of the *Community Charter* provides that the soil and freehold of every highway in a municipality is vested in the municipality;

AND WHEREAS Sections 40(1)(a) and (2)(b) of the *Community Charter* provides that Council may, by bylaw, close all or part of a road right of way, and remove the dedication of a highway;

AND WHEREAS the City of Enderby wishes to close and cancel the dedication of a portion of highway commonly known as Princess Street, as shown and described as a "Closed Road" and outlined in bold on the reference plan accompanying this bylaw, certified by Mark Budgen, BCLS and completed on the 12th day of November, 2014 (hereinafter referred to as the "Plan"), a copy of which is attached hereto as Schedule "A";

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

Citation

1. This bylaw may be cited as the "***Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014***".

General

2. That the portion of the following described road:
Princess Street with an area of 767.3 m² shown as "Closed Road" on the Plan is hereby stopped up and closed to traffic.
3. That the dedication as highway of the portion of the following described road:
Princess Street with an area of 767.3 m² shown as "Closed Road" on the Plan is cancelled.
4. That prior to adoption of this bylaw, Council shall cause public notice to be given by advertising once each week for two consecutive weeks in a newspaper distributed in the City of Enderby.
5. That prior to adoption of this bylaw, the approval of the Minister of Transportation and Infrastructure shall be obtained, in accordance with Section 41(3) of the *Community Charter*.

Princess Street Road Closure Bylaw No. 1563, 2014

6. That the Mayor and Corporate Officer are hereby authorized to execute the necessary conveyance and plan on behalf of the City of Enderby, and generally to do all things necessary to carry out the purpose of this bylaw.
7. Upon adoption of this bylaw, the City intends to dispose of this portion of road for less than market value to the owner of the adjoining lot legally described as Lot 1, District Lot 150, Kamloops Division Yale District, Plan KAP77756 for the purposes of future supportive housing, assisted living, and/or complex care.

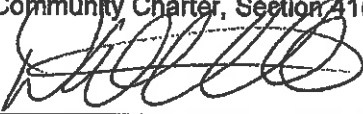
READ a FIRST time this 17th day of November, 2014.

READ a SECOND time this 17th day of November, 2014.

READ a THIRD time this 17th day of November, 2014.

ADVERTISED in the and issues of the Okanagan Advertiser.

RECEIVED APPROVAL OF THE MINISTER OF TRANSPORTATION AND
INFRASTRUCTURE this 19 day of November, 2014
(Community Charter, Section 41(3))



Senior District Development Technician
Ministry of Transportation + Infrastructure
D. Lantzenhammer, BSc

ADOPTED this day of

MAYOR

CORPORATE OFFICER

November 24, 2014


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

Re: Princess Street Road Closure and Removal of Dedication Bylaw No. 1563

TELUS has no objections or concerns with this proposed road closure.
Please proceed with this closure.

Should anyone have questions or require any additional information concerning TELUS structures or services which may be impacted by this road closure please feel free to contact me at Tel: 250-861-2440, or email: william.turanski@telus.com

Sincerely,



Willy Turanski
TELUS
Outside Plant Engineering Technician,
2002 Enterprise Way
Kelowna, B.C. V1Y 9S9

Kurt Inglis

From: Reinhardt, Joan [Joan.Reinhardt@bchydro.com]
Sent: December-10-14 3:36 PM
To: kinglis@cityofenderby.com
Subject: FW: Proposed Princess Street Road Closure
Attachments: closed road referral.pdf

Hi Kurt,

Further to our telephone discussion this afternoon, BC Hydro has no objection to the road closure of a portion of Princess Street as shown in the attached referral on the condition that a right of way is granted to BC Hydro for any works that may be contained within the subject road closure area in conjunction with title being raised and prior to the consolidation or sale by the City of Enderby of the subject area.

Please feel free to contact me with any questions or concerns.

Joan Reinhardt

Property Coordinator, Property Rights Services
Southern Interior Region

BC Hydro

1401 Kalamalka Lake Road
Vernon, BC V1T 8S4

Office: 250-541-2471
Email: joan.reinhardt@bchydro.com

bchydro.com

From: Reinhardt, Joan
Sent: 2014, December 10 2:02 PM
To: 'kinglis@cityofenderby.com'
Subject: Proposed Princess Street Road Closure

Good afternoon Kurt,

In response to the attached closed road referral, this is to request a short extension of time for review by BC Hydro. It appears there may be hydro works within the proposed road closure area that would require right of way prior to being consolidated with the adjacent property, but the tech has not had a chance to site visit yet. I hope to have a response soon.

Thank you.

Joan Reinhardt

Property Coordinator, Property Rights Services
Southern Interior Region

BC Hydro

1401 Kalamalka Lake Road
Vernon, BC V1T 8S4

Office: 250-541-2471
Email: joan.reinhardt@bchydro.com

bchydro.com

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1563, 2014

A BYLAW TO AUTHORIZE CLOSURE AND REMOVAL OF THE DEDICATION AS
HIGHWAY ON PART OF UNDEVELOPED ROAD COMMONLY KNOWN AS
PRINCESS STREET

WHEREAS Section 35(1)(a) of the *Community Charter* provides that the soil and freehold of every highway in a municipality is vested in the municipality;

AND WHEREAS Sections 40(1)(a) and (2)(b) of the *Community Charter* provides that Council may, by bylaw, close all or part of a road right of way, and remove the dedication of a highway;

AND WHEREAS the City of Enderby wishes to close and cancel the dedication of a portion of highway commonly known as Princess Street, as shown and described as a "Closed Road" and outlined in bold on the reference plan accompanying this bylaw, certified by Mark Budgen, BCLS and completed on the 12th day of November, 2014 (hereinafter referred to as the "Plan"), a copy of which is attached hereto as Schedule "A";

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

Citation

1. This bylaw may be cited as the **"Princess Street Road Closure and Removal of Dedication Bylaw No. 1563, 2014"**.

General

2. That the portion of the following described road:
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3. That the dedication as highway of the portion of the following described road:
Princess Street with an area of 767.3 m² shown as "Closed Road" on the Plan is cancelled.
4. That prior to adoption of this bylaw, Council shall cause public notice to be given by advertising once each week for two consecutive weeks in a newspaper distributed in the City of Enderby.
5. That prior to adoption of this bylaw, the approval of the Minister of Transportation and Infrastructure shall be obtained, in accordance with Section 41(3) of the *Community Charter*.

6. That the Mayor and Corporate Officer are hereby authorized to execute the necessary conveyance and plan on behalf of the City of Enderby, and generally to do all things necessary to carry out the purpose of this bylaw.
7. Upon adoption of this bylaw, the City intends to dispose of this portion of road for less than market value to the owner of the adjoining lot legally described as Lot 1, District Lot 150, Kamloops Division Yale District, Plan KAP77756 for the purposes of future supportive housing, assisted living, and/or complex care.

READ a FIRST time this 17th day of November, 2014.

READ a SECOND time this 17th day of November, 2014.

READ a THIRD time this 17th day of November, 2014.

ADVERTISED in the November 26th and December 3rd issues of the Okanagan Advertiser.

RECEIVED APPROVAL OF THE MINISTER OF TRANSPORTATION AND INFRASTRUCTURE this 19th day of November, 2014.
(Community Charter, Section 41(3))

Senior District Development Technician
Ministry of Transportation

ADOPTED this day of " " "

MAYOR

CORPORATE OFFICER



THERE ARE NO PERMITS FOR THE PERIOD
For Area: Enderby

Building Permits Report Page 1 of 1
Printed: 12/11/2014



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

Class:	Electoral Areas:						Totals for all Areas:					
	Armstrong		Enderby		Lumby		Spallumcheen		Units		Permits	
	H Units:	Value:	H Units:	Value:	H Units:	Value:	H Units:	Value:	Year To Date	Value	Year To Date	Value
Residential	4	\$2,205,000	4	\$1,221,000	0	\$0	0	\$0	92	\$37,450,143.00	245	\$37,450,143.00
Residential YTD	57	\$21,295,460	18	\$5,431,368	2	\$696,000	4	\$953,500	62	\$24,289,720.00	248	\$24,289,720.00
Commercial	0	\$105,000	0	\$200	0	\$0	0	\$0				
Commercial YTD	1	\$1,112,500	0	\$152,200	1	\$250,000	0	\$17,670				
Industrial	0	\$0	0	\$0	0	\$0	0	\$0				
Industrial YTD	0	\$150,000	0	\$117,540	0	\$655,000	0	\$0				
Public	0	\$17,000	0	\$0	0	\$0	0	\$0				
Public YTD	0	\$24,600	0	\$0	0	\$0	0	\$0				
Agricultural	0	\$0	0	\$0	0	\$0	0	\$0				
Agricultural YTD	0	\$2,616,500	0	\$0	0	\$0	0	\$0				
TtIs for Month	4	\$2,327,000	4	\$1,221,200	0	\$0	0	\$0				
Same Month Prev Yr	3	\$1,014,300	0	\$485,000	0	\$7,000	0	\$0				
Yr to Date	58	\$25,199,060	18	\$5,701,108	3	\$1,601,000	4	\$971,170				
Last Yr to Date	34	\$10,655,000	2	\$2,349,970	2	\$691,950	4	\$1,092,800				

Totals for all Areas:

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: December 9, 2014
Subject: 2014 Savings – Year in Review

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

Achieving savings is an ongoing initiative for City of Enderby staff. By optimizing operations, investing in new technology, and finding new efficiencies, such cost savings can then be invested in capital renewal, offsetting inflationary increases, enhancing operational effectiveness, preserving equipment reserves, and softening future tax increases.

The following items represent some of the cost savings and efficiencies that were achieved in 2014:

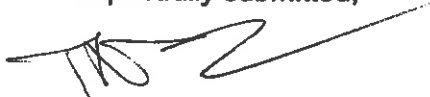
- Purchase of a new photocopier which, in addition to adding new efficiency and capability to office operations, reduced ink/toner costs by \$6,145 from 2013 values (\$1,225 total cost in 2014, for a reduction of 81%); as the cost for the new photocopier was \$6,826.60, the new cost savings will pay for the new photocopier within 1.25 years. The total savings should increase in 2015 as the 2014 reduction represents only a partial year.
- Parks and Recreation and Public Works integration created an opportunity for weekend maintenance at the pool to be combined into the Public Works weekend shift, which reduced overtime costs within this account by \$2,556.00 from 2013 values (\$759.94 total cost in 2014, for a reduction of 77%). The total savings should continue at this level in future years.
- Negotiated a new Wastewater Discharge Permit with the Ministry of Environment which came into effect July 1, 2014. Under the new Permit, chlorination and dechlorination only occur when ultraviolet cannot disinfect adequately. As a result, chlorine and sulphur dioxide costs for June-December 2014 have been reduced by \$9,455 from 2013 values (\$3,028 total cost in 2014, for a reduction of 76%). The total savings should increase in 2015 as the 2014 reduction represents only a partial year.

- Optimization of sludge handling at the Wastewater Treatment Plant has reduced coagulant costs by \$16,197 from 2013 values (\$6,634 total cost in 2014, for a reduction of 71%) and disposal fees by \$8,912 from 2013 values (\$20,736 total cost in 2014, for a reduction of 30%). The total savings should increase in 2015 as the 2014 reduction represents only a partial year.
- Redesigned website (design donated by Staff; not on company time) and, in addition to enhancing the community's web presence, resulted in savings of \$2,128 from 2013 values (\$240 total cost in 2014, for a reduction of 90%).
- The City and Area F (as the Enderby & District Services Commission) avoided a one-off cost of approximately \$2000 and ongoing sanitary sewer pumping and treatment costs by negotiating an arrangement with the Ministry of Environment and the Interior Health Authority to dechlorinate water at the point of entry to the storm sewer system, rather than run the discharge through the wastewater collection system and then the wastewater treatment plant. The alternate solution (sulphur dioxide pucks and a staff-fabricated contact chamber) costs around \$1 per year.
- Year-over-year reduction in sick time taken:

Year	Hours	Days	Value
2012	575.25	73.0	\$16,412.34
2013	245.50	33.4	\$8,820.28
2014	183.00	25.3	\$6,361.35

The above summary excludes sick time taken for one employee on long-term leave and another employee that was paid a percentage of accrued sick time upon retirement in accordance with the transfer of RDNO employees to the City several years ago. For the 2012-14 period, the above represents a total reduction in sick time taken valued at \$10,050.99, for a total reduction of 61%. Please note that this does not represent a true bottom-line cost reduction as the organization generally does not backfill for sick leaves; however, it does represent a productivity gain. One third of employees in 2014 took no sick days whatsoever.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

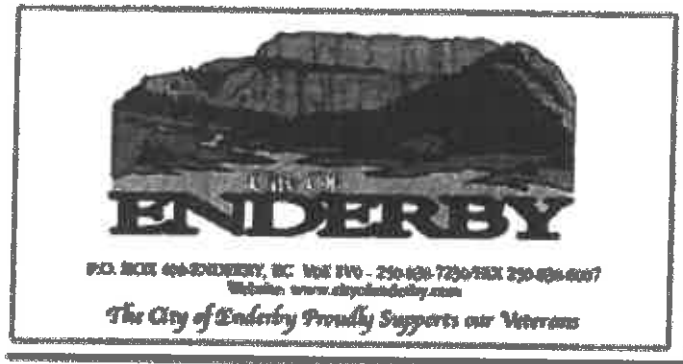
Bettyann Kennedy

From: Matthew Paige [mpaige@campaign-office.com]
Sent: Wednesday, December 10, 2014 9:51 AM
To: info@cityofenderby.com
Subject: B.C. & YUKON VETERANS BOOK
Attachments: letter&rates05.pdf

black & white \$ 260
 colour \$ 310

Hello BettyAnn

Here is the information I promised outlining our 2015 Military Service Recognition Book, scheduled for release in conjunction with Remembrance Day. You guys have helped since 2009, and probably longer then that with a 1/10 page. We'd love to see you take it in color for \$50 more if that's ok. It would really make your ad look amazing



As you will find attached, proceeds raised from this annual campaign also provide funding for the benefit of Veterans and Military Service Personnel including programs for trauma and post-traumatic stress injuries of Modern veterans in addition to supporting the Legion's Community Activities in the more then the 150 communities that they serve throughout BC and the Yukon.

We would like to invite your organization to show it's recognition and appreciation for the Veterans in BC and the Yukon by way of sponsoring an ad in our next edition. Our most popular sized ad has always been our full and half pages, but of course any level of support is always greatly appreciated.

If you have any questions or concerns please do not hesitate to contact me.

Best Regards,

Matthew Paige

BC/Yukon Command Royal Canadian Legion Campaign Office

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