



## REGULAR MEETING OF COUNCIL

### AGENDA

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**DATE:** Monday, April 20, 2015  
**TIME:** 4:30 p.m.  
**LOCATION:** Council Chambers, Enderby City Hall

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1. **APPROVAL OF AGENDA**
2. **ADOPTION OF MINUTES**
  - [Regular Meeting Minutes of April 7, 2015](#) pg 1-5
  - [Special Meeting Minutes \(budget\) of April 13, 2015](#) pg 6
3. **PUBLIC AND STATUTORY HEARINGS**
  - [2015 Budget – Public Input](#) pg 7-13
4. **PETITIONS AND DELEGATIONS**
5. **DEVELOPMENT MATTERS**
6. **BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS**
7. **BYLAWS – 3 Readings**
  - [2014 – 2018 Financial Plan Bylaw No. 1569, 2015](#) pg 14-17  
A bylaw respecting the 2015 – 2019 Financial Plan
  - [Sewer Frontage Tax Bylaw No. 1570, 2015](#) pg18-19  
A bylaw to impose a sewer frontage tax on owners of land pursuant to the provisions of the *Community Charter*
  - [Water Frontage Tax Bylaw No. 1571, 2015](#) pg 20-21  
A bylaw to impose a water frontage tax on owners of land pursuant to the provisions of the *Community Charter*
  - [Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1572, 2015](#) pg 22-24  
Schedules 3 and 9 substituted
  - [Annual Tax Rate Bylaw No. 1573, 2015](#) pg 25-26  
A bylaw for the levying of rates for Municipal, Regional Hospital District, Regional Library, and Regional District purposes for the year 2015

**8. REPORTS**

Mayor and Council

[Building Permit Detail Report – March 2015](#) pg 27-28

**9. NEW BUSINESS**

- a. [Digital Billboard Sponsorship – Enderby Old Time Dance Club](#) – memo from Assistant Corporate Officer and Planning Assistant dated April 10, 2015 pg 29-30
- b. [Digital Billboard Sponsorship – Enderby and District Chamber of Commerce](#) – Memo from Assistant Corporate Officer and Planning Assistant dated April 14, 2015 pg 31-32
- c. [Digital Billboard Sponsorship – Enderby Open Air Market](#) – Memo from Assistant Corporate Officer and Planning Assistant dated April 16, 2015 pg 33-34
- d. [Enderbeer and Wine Festival](#) – Memo from Chief Administrative Officer dated April 16, 2015 pg 35
- e. [Trial 3-way Stop at Belvedere St and Cliff Ave](#) – Memo from Chief Administrative Officer dated April 16, 2015 pg 36-37

**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 Tuesday, April 7, 2015 at 4:36 p.m. in the Council Chambers of City Hall**

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

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

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**APPROVAL OF AGENDA**

Moved by Councillor Baird, seconded by Councillor Knust that the agenda be approved as circulated.

Carried Unanimously

**ADOPTION OF MINUTES**

Regular Meeting Minutes of March 16, 2015

Moved by Councillor Schreiner, seconded by Councillor Davyduke that the minutes of the regular meeting of March 16, 2015 be adopted as circulated.

Carried Unanimously

**PETITIONS AND DELEGATIONS**

Chris Henderson – Rossworn Henderson LLP Chartered Accountants

Re: Auditor's Report 2014 Financial Statements

Mr. Henderson reported that the financial statements fairly represent the financial position of the City and are in accordance with Public Sector accounting principles.

The difference in revenue from budget vs actual is due to grants that were budgeted for but did not materialize. The difference in the budget expenditures vs actual is because depreciation is not taken into consideration in the budget. When these adjustments are made, the figures even out.

Overall, Mr. Henderson felt that 2014 was a good year. Increase in taxes is being re-invested in the community and added to reserves. The City is in a more positive position this year. Infrastructure deficit continues to be a challenge, as it is for most communities.

Council was advised that there are new contaminated site rules being introduced that will require the City to declare any contaminated sites they own and must include remediation costs into the financial statements.

## **REPORTS**

### **2014 Audited Financial Statements**

Moved by Councillor Schreiner, seconded by Councillor Davyduke that Council approve the 2014 Consolidated Financial Statements as presented.

Carried Unanimously

### **Councillor Schreiner**

- Attended Thistle Do Nicely re-opening. The Arts Council will be moving into the smaller space next door recently vacated by Thistle Do Nicely.
- There is an Historical Society meeting on April 19<sup>th</sup> at 2:00. Councillor Case will be speaking about the Shuswap Trail Alliance.

### **Councillor Knust**

- Attended an Interagency meeting. Mayor McCune would like to see more Councillors attend. The next meeting is April 23 at 2:30.
- FACT meeting – stand alone Hut being sought. It will be 10' x 10' and used for refrigeration of vegetables. They are looking for a city owned site to erect the Hut. An area adjacent to the Maud Street parking lot will be considered.

### **Councillor Baird**

There is a boating regulations meeting next week in Enderby. Consultations to begin in early May. Stakeholders have been contacted.

### **Councillor Shishido**

#### **Interaction with Community:**

- Barnes Park design needs to include washrooms. [The washrooms at the pool are available once they have been de-winterized and are opened and closed on timers.]
- Transit surveys – available at Senior Centre. City hall to act as drop off site only.
- Ball players upset about having to pay for damage to field last year. [This was dealt with last year – they used the field when told not to and caused damage that had to be repaired.]

### **Mayor McCune**

There is an opportunity to meet with the BC Senior Advocate in Vernon on April 24<sup>th</sup>. Councillors Knust and Davyduke will be attending.

## **NEW BUSINESS**

Regional District of North Okanagan – Composter Rebates – Information Bulletin dated March 19, 2015

Moved by Councillor Baird, seconded by Councillor Davyduke that the information be received and filed.

Carried Unanimously

The information and application will be posted on the City's website.

Shuswap Watershed Council – memo from Chief Administrative Officer dated March 24, 2015

Moved by Councillor Baird, seconded by Councillor Shishido that Council not support establishment of a service by the Regional District of North Okanagan for participation and funding of the Shuswap Watershed Council;

AND THAT Council authorize staff to share its water quality monitoring information with the Shuswap Watershed Council upon request;

AND FURTHER THAT Council reaffirm its resolution of May 5, 2014 supporting the Shuswap River Watershed Sustainability Plan.

Carried Unanimously

Bylaw Enforcement Officer and Dog Control Officer Appointment – Memo from Assistant Corporate Officer and Planning Assistant dated March 24, 2015

Moved by Councillor Schreiner, seconded by Councillor Shishido that Council designate Laura Dunbar as a Bylaw Enforcement Officer and Dog Control Officer.

Carried Unanimously

Digital Billboard Sponsorship Application – Enderby & District Garden Club – Memo from Assistant Corporate Officer and Planning Assistant dated March 24, 2015

Moved by Councillor Shishido, seconded by Councillor Baird that Council approve the Enderby and District Garden Club's sponsorship application valued at \$1,400 in-kind.

Carried Unanimously

Regent Avenue Stormwater Pump Station Tender Award – Memo from Chief Administrative Officer dated March 24, 2015

Moved by Councillor Schreiner, seconded by Councillor Baird that Council award the tender for the Regent Avenue Stormwater Pump Station project to Maddocks Construction Ltd.;

AND THAT Council authorize staff to revise the project to obtain a mobile rather than fixed back-up power generator at a cost of \$100,000 from prior year's surplus and reserves;

AND FURTHER THAT Council authorize staff to obtain and install the third pump at a cost of \$52,000 using prior year's surplus and reserves.

Carried Unanimously

Volunteer Firefighter Compensation – Memo from Deputy Chief Financial Officer dated March 26, 2015

Councillor Knust declared a conflict of interest as the partner of the Fire Chief and left the meeting.

Moved by Councillor Baird, seconded by Councillor Davyduke that the rates for Volunteer Fire Fighters compensation for 2014 to 2018 be amended to incorporate percentage increases consistent with the approved City-CUPE Collective Agreement per Table 1:

Table 1:

Position	Rate of Pay				
	2014	2015	2016	2017	2018
	2%	2%	1.75%	1.75%	2%
Fire Fighter	\$14.55 / hr	\$14.84 / hr	\$15.10 / hr	\$15.36 / hr	\$15.67 / hr
Captain	\$511.02/annum	\$521.24/annum	\$530.36/annum	\$539.64/annum	\$550.44/annum
Training Officer	\$511.02/annum	\$521.24/annum	\$530.36/annum	\$539.64/annum	\$550.44/annum
Fire Chief	\$6,064.94/annum	\$6,186.22/annum	\$6,294.48/annum	\$6,404.63/annum	\$6,532.72/annum
Deputy Fire Chief	\$4,548.18/annum	\$4,639.14/annum	\$4,720.33/annum	\$4,802.93/annum	\$4,898.99/annum
Bookkeeper	\$486.54/annum	\$496.27/annum	\$504.96/annum	\$513.79/annum	\$524.07/annum
Inspections	\$39.02 / hr	\$39.80 / hr	\$40.49 / hr	\$41.20 / hr	\$42.02 / hr
Investigations	\$39.02 / hr	\$39.80 / hr	\$40.49 / hr	\$41.20 / hr	\$42.02 / hr

Carried Unanimously

Mayor McCune requested, and Council agreed, to direct staff to explore a technology allowance to offset the Fire Chief’s cellular telephone charges.

Councillor Knust returned to the meeting.

BC Healthy Communities Active Transportation Planning Process – Phase II – Memo from Assistant Corporate Officer and Planning Assistant dated March 31, 2015

Moved by Councillor Schreiner, seconded by Councillor Davyduke that Council endorse the Riverwalk as the project focus for Phase II of the BC Healthy Communities Active Transportation Planning process;

AND THAT Council direct staff to send correspondence to Splatsin staff informing them of Council’s resolution.

Carried Unanimously

Recommended Dates and Public Process for 2015 Financial Plan – Memo from Deputy Chief Financial Officer dated March 31, 2015

Moved by Councillor Shishido, seconded by Councillor Davyduke that Council approve the following timeline and public process for the 2015 Financial Plan:

- April 7, 2015 Council provided with 1<sup>st</sup> draft for their review
- April 13, 2015 3:30 Special Council meeting for Financial Plan
- April 14 -16, 2015 Post Financial Plan Draft and notice on website and bulletin board
- April 20, 2015 4:30 Regular Council Meeting – Public Input. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> readings of Bylaws subject to public input

May 4, 2015 4:30 Regular Council Meeting – Adoption of Bylaws

Carried Unanimously

**PUBLIC QUESTION PERIOD**

*Stacy Pavlov of the Advertiser* made the following queries:

- Status of funding for the Hut? Councillor Knust reported that they are seeking funding from community donations.
- Does the City have any contaminated sites or potentially contaminated sites. The Chief Administrative Officer stated that there are none to our knowledge. The City Hall parking lot is actually the property of Imperial Oil, not the City.

**CLOSED MEETING RESOLUTION**

Moved by Councillor Schreiner, 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) (e) and Section 90 (2) (b) of the *Community Charter*.

**ADJOURNMENT**

The regular meeting reconvened at 5:58 p.m.

Moved by Councillor Shishido, seconded by Councillor Knust that the regular meeting adjourn at 5:58 p.m.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**THE CORPORATION OF THE CITY OF ENDERBY**

Minutes of a **Special Meeting** of Council held on Monday, April 13, 2015 at 3:30 p.m. in the Council Chambers of City Hall

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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 Financial Officer – Barry Gagnon

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The Mayor called the meeting to order at 3:35 p.m.

**NEW BUSINESS**

**1<sup>st</sup> Draft Presentation of 2015 Budget**

The Chief Administrative Officer provided an overview of the budget impact and reviewed the detail with Council answering questions as they arose.

**ADJOURNMENT**

Moved by Councillor Case, seconded by Councillor Knust that the meeting adjourn at 5:30 p.m.

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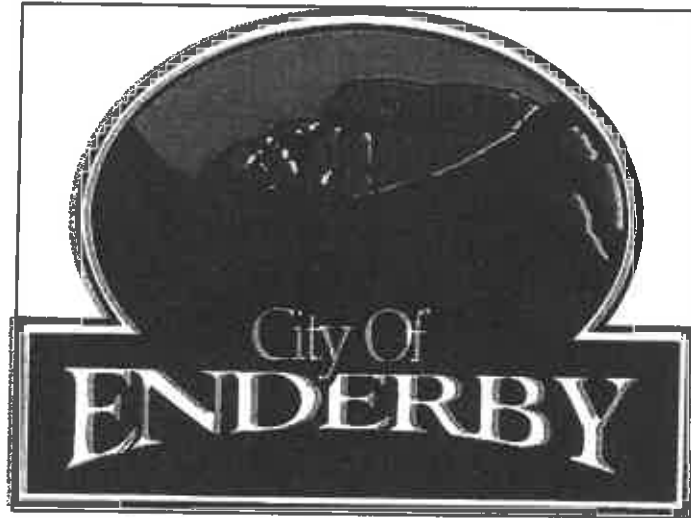
**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**



# **CITY OF ENDERBY**



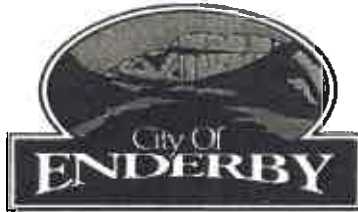
## **2015 BUDGET**

### **Public Input**

**April 20, 2015**

**4:30 PM**

**Council Chambers**



619 Cliff Avenue  
P. O. Box 400  
Enderby, B. C. V0E 1V0

The Corporation of the City of Enderby  
*Where the Shuswap Meets the Okanagan*

Tel: (250) 838-7230  
Fax: (250) 838-6007  
Website: [www.cityofenderby.com](http://www.cityofenderby.com)

### **Chief Administrative Officer's Report**

A Five-Year Financial Plan is much more than simply a tax increase or a tax decrease – although that is certainly what garners the most attention! It represents the types and qualities of service that we, as a community, wish to see delivered by local government. Some of these services are very visible, such as road construction or new park amenities. Other services are less visible, but no less important. Clean drinking water and hygienic sanitation are items that we often take for granted on a day to day basis, but are fundamental to our community.

At the policy level, minimizing operating costs while proactively addressing the City's infrastructure deficit has continued. This approach involves three levers:

- 1) Cost containment through the ongoing implementation of new efficiencies in service delivery;
- 2) Infrastructure deficit reduction through continued investment in asset management; and
- 3) Infrastructure deficit reduction through consideration of sustainable servicing standards.

Taxes can be kept low by reducing service levels or failing to properly fund infrastructure renewal. Conversely, taxes may increase significantly due to service level increases, emergency infrastructure repairs, or inadequate cost containment. It is the objective of any Five-Year Financial Plan – and certainly this one - to strike a balance by which service levels can be maintained on a rational basis, our stewardship of public assets demonstrates responsibility to future generations, and our efforts to contain costs are both prudent and innovative.

For 2015, the combined tax increase for all non-utility classes will be 1.40%. This is composed of a 2.84% increase to the general fund (which includes things like roads and protective services), a 2.12% increase to water frontage tax, a 1.61% increase to water user fees, a 2.15% increase to sewer frontage, a 1.94% increase to sewer user fees, and a 13.92% decrease to refuse and recycling. The net impact to a household with an average assessment will be \$25.68.

The water user fee revenue target identified in the Five-Year Financial Plan will serve as the basis for determining the following year's rebate of any excess consumption revenue; this holds to Council's commitment to charge for water consumption in a manner that protects the financial sustainability of the water utility without collecting revenues in excess of targeted requirements.

A Five-Year Financial Plan is not so much a balancing act as it is an art of balance. Achieving the extreme, be it extremely high taxes or extremely low taxes, is relatively easy. However, either extreme would be largely unsatisfactory to the general public, as it would result in dramatic changes to service levels, infrastructure quality, or the cost of living. Absent that, the art of balance prevails.

Tate Bengtson  
Chief Administrative Officer

Description			2014 Levy/Fees - based on average assessment of \$211,000	Percentage Increase	Dollar Change	Total 2015
General			753.00	2.84%	21.39	774
Water-Frontage			236.00	2.12%	5.00	241
Sewer-Frontage			233.00	2.15%	5.01	238
Water-User			242.00	1.61%	3.90	246
Sewer-User			265.00	1.94%	5.14	270
Refuse & Recycle			106.00	-13.92%	(14.76)	91
<b>Total General Taxes, Water &amp; Sewer, Refuse &amp; Recycle</b>			<b>1,935.00</b>		<b>25.68</b>	<b>1,961</b>

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1569

A BYLAW OF THE CITY OF ENDERBY RESPECTING THE 2015 – 2019 FINANCIAL PLAN

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

1. This bylaw may be cited as "City of Enderby 2015 – 2019 Financial Plan Bylaw No.1569, 2015".
2. Schedule "A" attached hereto and made part of the Bylaw is hereby declared to be the 2015 – 2019 Financial Plan of the City of Enderby.
3. Schedule "B" attached hereto and made part of this Bylaw is the 2015 Revenue Disclosure for the City of Enderby.
4. Bylaw No. 1539, cited as "City of Enderby 2014 – 2018 Financial Plan Bylaw No. 1539, 2014", is hereby repealed.

READ a FIRST time this    day of    , 2015.

READ a SECOND time this    day of    , 2015.

READ a THIRD time this    day of    , 2015.

RECONSIDERED and ADOPTED this    day of    , 2015.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

City of Enderby  
 Consolidated Statement of Operations  
 Five Year Financial Plan 2015-2019

	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget
<b>REVENUES</b>					
Municipal Taxation	1,324,837	1,348,952	1,380,027	1,416,155	1,453,368
Utility Taxes / Grants in Lieu	83,465	85,134	86,837	88,574	90,345
Sale of Services / Other Contributions	282,620	410,922	1,194,168	306,319	357,696
Revenue from own Sources	1,242,837	1,312,394	1,343,736	1,371,250	1,398,985
Grants	1,389,250	434,700	439,040	443,423	1,950,351
Sewer Revenue	714,355	806,986	746,026	753,682	766,271
Water Revenue	701,267	783,885	828,378	800,525	792,354
<b>Total Revenues</b>	<b>5,738,631</b>	<b>6,182,973</b>	<b>6,018,212</b>	<b>5,179,928</b>	<b>6,809,380</b>
<b>EXPENSES</b>					
General Government Services	789,648	715,679	729,992	744,592	759,484
Protective Services	199,967	203,966	208,046	212,207	216,451
Transportation Services	676,441	599,190	611,174	623,397	635,865
Environmental Health Services	96,979	98,919	100,897	102,915	104,974
Animal Control	29,520	30,111	30,713	31,327	31,954
Cemetery	50,677	51,691	52,725	53,779	54,855
Recreation & Cultural Services	68,915	70,294	71,700	73,134	74,596
Fortune Parks Recreational Services	799,293	815,278	831,583	848,215	865,179
Sewer Expenditures	532,565	543,216	554,080	565,162	576,465
Water Expenditures	487,728	497,483	507,433	517,581	527,933
Fiscal Services	149,343	178,210	211,225	185,384	173,045
<b>Total Expenses</b>	<b>3,881,074</b>	<b>3,804,037</b>	<b>3,908,568</b>	<b>3,957,693</b>	<b>4,020,901</b>
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<b>1,857,557</b>	<b>1,378,936</b>	<b>2,108,644</b>	<b>1,222,235</b>	<b>2,788,579</b>
<b>TOTAL CASH FROM OPERATIONS</b>	<b>1,857,557</b>	<b>1,378,936</b>	<b>2,108,644</b>	<b>1,222,235</b>	<b>2,788,579</b>
<b>ADJUST FOR CASH ITEMS</b>					
Capital Asset expenditures	(3,935,202)	(2,553,176)	(2,962,275)	(503,487)	(1,931,672)
Debt Principle repayment	(151,368)	(175,793)	(175,793)	(157,391)	(149,649)
Debt Proceeds	450,000	1,448,000	167,600	-	-
Transfer From Reserves	2,178,673	574,584	1,588,783	283,162	37,065
Transfer to Reserves	(1,342,727)	(785,161)	(814,474)	(844,519)	(875,323)
Transfer From Operating Surplus	943,067	112,630	107,615	-	131,000
<b>TOTAL CASH ADJUSTMENT</b>	<b>(1,857,557)</b>	<b>(1,378,936)</b>	<b>(2,108,644)</b>	<b>(1,222,235)</b>	<b>(2,788,579)</b>
<b>FINANCIAL PLAN BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CITY OF ENDERBY  
2015-2019 Financial Plan**

**Statement of Objectives and Policies  
Schedule 'B' of Bylaw No. 1569**

In accordance with Section 165(3.1) of the *Community Charter*, the City of Enderby is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

**Proportion of Total Revenue From Funding Sources**

Revenue from Other Sources forms the greatest proportion of planned revenue. This includes contributions from shared services, interest earned, and contributions from reserves and surplus.

User fees and charges form the second largest proportion of planned revenue. These are services that can be measured and charged on a user-pay basis such as water and sewer usage, building permits, business licenses, and sale of services. User fees attempt to apportion the value of a service to those who use the service.

Property Taxation forms the third largest proportion of revenue. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis such as general administration, fire protection, street maintenance and snow removal.

Government Grants form the fourth largest proportion of planned revenue. These grants are for projects whereby the City of Enderby has received grant approval or is anticipating approval in 2015.

**Overview in Preparing the Budget**

- The City of Enderby increased the amount of revenue that is received from user fees and charges by 1.94% for sewer user fees and 1.61% for water user fees over the current levels.

**Policies**

- The City of Enderby will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Where possible, the City of Enderby will endeavour to supplement revenues from user fees and charges, rather than taxation, thus to lessen the burden on its limited property tax base.

**Table 1: Sources of Funding**

<i>Funding Source</i>	<b>% of Total Revenue</b>	<b>Dollar Value</b>
<i>Property taxes</i>	<b>14.2 %</b>	<b>1,324,837</b>
<i>User Fees and charges</i>	<b>16.3 %</b>	<b>1,515,724</b>
<i>Other sources</i>	<b>49.7 %</b>	<b>4,630,560</b>
<i>Proceeds from borrowing</i>	<b>4.8 %</b>	<b>450,000</b>
<i>Government grants</i>	<b>14.9 %</b>	<b>1,389,250</b>
<b>Total</b>	<b>100.0 %</b>	<b>9,310,371</b>

## Distribution of Property Value Taxes

The residential property class provides the largest proportion of property tax revenue as the class also forms the largest portion of the assessment base and consumes the majority of City services.

### Objective

- To maintain the property tax levy for all classes at the 2014 levy plus 2.84% plus any change for new construction or non-market change.
- To phase in a rate increase for the “utility” class to increase the rate to the maximum permitted by regulation.

### Overview in Preparing the Budget

- Wherever possible revenues from user fees and charges were used to help offset the burden on the entire property tax base.
- Wherever possible the City of Enderby applied for grant funding to help offset capital expenditures and infrastructure planning studies.
- To continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community. New investment from these areas will help provide revenue for the City of Enderby.
- To maintain the current distribution of tax rates among the property classes with the exception of the “utility” class.

Table 2: Distribution of Property Tax Rates

Property Class	% Of Total Property Taxation	Dollar Value
Residential (1)		1,064,348
Utilities (2)		12,828
Light Industrial (5)		33,059
Business and Other (6)		213,817
Farmland (9)		784
Total		1,324,838

### Permissive Tax Exemptions

- The City of Enderby adopted a permissive tax exemption policy in October 2008, which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:
- The tax exemption must demonstrate a benefit to the community and residents of the City of Enderby by enhancing the quality of life (economically, socially and culturally) and delivering services economically within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the City of Enderby.
- Only Non-Profit Organizations who meet the requirements of Part 7, Division 7 – Permissive Exemptions of the *Community Charter* are eligible for grants.

### Objective

In conjunction of the development of the Financial Plan, Council will continue to provide permissive tax exemptions to non-profit societies where the value of permissive tax exemptions granted would be approximately 5% of the annual municipal levy.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1569

A BYLAW OF THE CITY OF ENDERBY RESPECTING THE 2015 – 2019 FINANCIAL PLAN

---

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

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READ a FIRST time this    day of    , 2015.

READ a SECOND time this    day of    , 2015.

READ a THIRD time this    day of    , 2015.

RECONSIDERED and ADOPTED this    day of    , 2015.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



## SCHEDULE "A"

City of Enderby  
Consolidated Statement of Operations  
Five Year Financial Plan 2015-2019

	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget
<b>REVENUES</b>					
Municipal Taxation	1,324,837	1,348,952	1,380,027	1,416,155	1,453,368
Utility Taxes / Grants in Lieu	83,465	85,134	86,837	88,574	90,345
Sale of Services / Other Contributions	282,620	410,922	1,194,168	306,319	357,698
Revenue from own Sources	1,242,837	1,312,394	1,343,736	1,371,250	1,398,995
Grants	1,389,250	434,700	439,040	443,423	1,950,351
Sewer Revenue	714,355	806,986	746,026	753,682	766,271
Water Revenue	701,267	783,885	828,378	800,525	792,354
<b>Total Revenue</b>	<b>5,738,631</b>	<b>5,182,973</b>	<b>6,018,212</b>	<b>5,179,928</b>	<b>6,809,380</b>
<b>EXPENSES</b>					
General Government Services	789,646	715,679	729,992	744,592	759,484
Protective Services	199,967	203,966	208,046	212,207	216,451
Transportation Services	676,441	599,190	611,174	623,397	635,865
Environmental Health Services	96,979	98,919	100,897	102,915	104,974
Animal Control	29,520	30,111	30,713	31,327	31,954
Cemetery	50,677	51,691	52,725	53,779	54,855
Recreation & Cultural Services	68,915	70,294	71,700	73,134	74,596
Fortune Parks Recreational Services	799,293	815,278	831,583	848,215	865,179
Sewer Expenditures	532,565	543,216	554,080	565,162	576,486
Water Expenditures	487,728	497,483	507,433	517,581	527,933
Fiscal Services	149,343	178,210	211,225	185,384	173,045
<b>Total Expenses</b>	<b>3,881,074</b>	<b>3,804,037</b>	<b>3,909,568</b>	<b>3,957,693</b>	<b>4,020,801</b>
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<b>1,857,557</b>	<b>1,378,936</b>	<b>2,108,644</b>	<b>1,222,235</b>	<b>2,788,579</b>
<b>TOTAL CASH FROM OPERATIONS</b>	<b>1,857,557</b>	<b>1,378,936</b>	<b>2,108,644</b>	<b>1,222,235</b>	<b>2,788,579</b>
<b>ADJUST FOR CASH ITEMS</b>					
Capital Asset expenditures	(3,935,202)	(2,553,176)	(2,962,275)	(503,487)	(1,931,672)
Debt Principle repayment	(151,368)	(175,793)	(175,793)	(157,391)	(149,649)
Debt Proceeds	450,000	1,448,000	167,600	-	-
Transfer From Reserves	2,178,673	574,564	1,568,783	283,182	37,065
Transfer to Reserves	(1,342,727)	(785,161)	(814,474)	(844,519)	(875,323)
Transfer From Operating Surplus	943,067	112,630	107,515	-	131,000
<b>TOTAL CASH ADJUSTMENT</b>	<b>(1,857,557)</b>	<b>(1,378,936)</b>	<b>(2,108,644)</b>	<b>(1,222,235)</b>	<b>(2,788,579)</b>
<b>FINANCIAL PLAN BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CITY OF ENDERBY  
2015-2019 Financial Plan**

**Statement of Objectives and Policies  
Schedule 'B' of Bylaw No. 1569**

In accordance with Section 165(3.1) of the *Community Charter*, the City of Enderby is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

**Proportion of Total Revenue From Funding Sources**

Revenue from Other Sources forms the greatest proportion of planned revenue. This includes contributions from shared services, interest earned, and contributions from reserves and surplus.

User fees and charges form the second largest proportion of planned revenue. These are services that can be measured and charged on a user-pay basis such as water and sewer usage, building permits, business licenses, and sale of services. User fees attempt to apportion the value of a service to those who use the service.

Property Taxation forms the third largest proportion of revenue. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis such as general administration, fire protection, street maintenance and snow removal.

Government Grants form the fourth largest proportion of planned revenue. These grants are for projects whereby the City of Enderby has received grant approval or is anticipating approval in 2015.

**Overview in Preparing the Budget**

- The City of Enderby increased the amount of revenue that is received from user fees and charges by 1.94% for sewer user fees and 1.61% for water user fees over the current levels.

**Policies**

- The City of Enderby will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Where possible, the City of Enderby will endeavour to supplement revenues from user fees and charges, rather than taxation, thus to lessen the burden on its limited property tax base.

**Table 1: Sources of Funding**

<i>Funding Source</i>	<b>% of Total Revenue</b>	<b>Dollar Value</b>
<i>Property taxes</i>	<b>14.2 %</b>	<b>1,324,837</b>
<i>User Fees and charges</i>	<b>16.3 %</b>	<b>1,515,724</b>
<i>Other sources</i>	<b>49.7 %</b>	<b>4,630,560</b>
<i>Proceeds from borrowing</i>	<b>4.8 %</b>	<b>450,000</b>
<i>Government grants</i>	<b>14.9 %</b>	<b>1,389,250</b>
<b>Total</b>	<b>100.0 %</b>	<b>9,310,371</b>

### Distribution of Property Value Taxes

The residential property class provides the largest proportion of property tax revenue as the class also forms the largest portion of the assessment base and consumes the majority of City services.

#### Objective

- To maintain the property tax levy for all classes at the 2014 levy plus 2.84% plus any change for new construction or non-market change.
- To phase in a rate increase for the “utility” class to increase the rate to the maximum permitted by regulation.

#### Overview in Preparing the Budget

- Wherever possible revenues from user fees and charges were used to help offset the burden on the entire property tax base.
- Wherever possible the City of Enderby applied for grant funding to help offset capital expenditures and infrastructure planning studies.
- To continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community. New investment from these areas will help provide revenue for the City of Enderby.
- To maintain the current distribution of tax rates among the property classes with the exception of the “utility” class.

Table 2: Distribution of Property Tax Rates

Property Class	% Of Total Property Taxation	Dollar Value
Residential (1)		1,064,348
Utilities (2)		12,828
Light Industrial (5)		33,059
Business and Other (6)		213,817
Farmland (9)		784
Total		1,324,838

#### Permissive Tax Exemptions

- The City of Enderby adopted a permissive tax exemption policy in October 2008, which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:
- The tax exemption must demonstrate a benefit to the community and residents of the City of Enderby by enhancing the quality of life (economically, socially and culturally) and delivering services economically within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the City of Enderby.
- Only Non-Profit Organizations who meet the requirements of Part 7, Division 7 – Permissive Exemptions of the *Community Charter* are eligible for grants.

#### Objective

In conjunction of the development of the Financial Plan, Council will continue to provide permissive tax exemptions to non-profit societies where the value of permissive tax exemptions granted would be approximately 5% of the annual municipal levy.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO.1570

A BYLAW TO IMPOSE A SEWER FRONTAGE TAX ON OWNERS OF LAND  
PURSUANT TO THE PROVISIONS OF THE COMMUNITY CHARTER

---

WHEREAS the Council of the Corporation of the City of Enderby, is empowered by the Community Charter to impose and levy a frontage tax to meet the cost of works and services that benefit land within the Municipality;

AND WHEREAS certain costs have been incurred by the City in providing sewer services to land within its boundaries;

AND WHEREAS it is deemed desirable and expedient to impose and levy a frontage tax on land benefiting from such service to meet such costs;

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 Sewer Frontage Tax Bylaw No. 1570, 2015".
2. In this bylaw, unless the context otherwise requires, "actual foot frontage" means the number of feet of a parcel of land which actually abuts on the work or highway;

"Assessor" means the Chief Financial Officer of the City of Enderby;

"Taxable foot frontage" means the actual foot frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the work or highway, and in respect of which parcel the frontage tax is levied for the work or services;

"Total actual foot frontage" means the sum or the actual foot frontage of the parcels of land which actually abuts on the work or highways;

3. A tax shall be and is hereby imposed upon the owners of land or real property that is capable of being serviced with sewer by the Corporation whether or not such land or real property is connected to the said service or services; the aforesaid tax to be hereinafter referred to as the "frontage tax".
4.
  - a) The Frontage Tax shall be levied in each year on each parcel of land aforementioned and the amount thereof, except as otherwise provided in the bylaw, will be the product of the taxable foot frontage and the annual rate.
  - b) The annual rate shall be \$2.38 per taxable foot frontage.
5. The frontage tax shall be in force and be effective until the complete discharge and satisfaction by the Corporation of all obligations presently incurred, and to be incurred, in respect of the aforesaid service.
6. For the purpose of the bylaw, a regularly shaped parcel of land is rectangular.
7.
  - a) To place the frontage tax on a fair and equitable basis, the taxable foot frontage of the following parcels of land shall be the number of feet fixed by the Assessor:
    - i. a triangular or irregularly shaped parcel of land; or

- ii. a parcel of land wholly or in part unfit for building purposes; or
  - ii. a parcel of lane which does not abut on the work, but is nevertheless deemed to abut the work, as the case may be.
- b) The Assessor, in fixing the taxable foot frontage under subsection (2), shall have due regard to:
- i. the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
  - ii. the benefit derived from the sewer.
8. For the purpose of this bylaw:
- a) Whereas the number of feet of a parcel of land which abuts a sewer main, has less than 50 feet frontage, the taxable foot frontages shall be deemed to be a minimum of 50 feet, and where such parcel has more than 100 feet of frontage, the taxable foot of frontage shall be deemed to be 100 feet.
  - b) Where the parcel of land is situated at the junction or intersection of highways, the taxable foot frontage shall be 70 percent of the actual foot frontage or alternately shall be not more than the stated maximum number of feet.
  - c) Where the front and rear boundaries of a parcel of land each abut on a highway, other than a lane, which for the purpose of this bylaw is defined as a highway having a width of 20 feet or less, the taxable foot frontage or alternately shall be not more than the stated maximum number of feet.
9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1<sup>st</sup> day of January 2015, and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B. C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1540, cited as City of Enderby Sewer Frontage Tax Bylaw No. 1540, 2014", is hereby repealed.

READ a FIRST time this day of , 2015.

READ a SECOND time this day of , 2015.

READ a THIRD time this day of , 2015.

RECONSIDERED and ADOPTED this day of , 2015.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1571

A BYLAW TO IMPOSE A WATER FRONTAGE TAX ON OWNERS OF LAND  
PURSUANT TO THE PROVISIONS OF THE COMMUNITY CHARTER

---

WHEREAS the Council of the Corporation of the City of Enderby, is empowered by the Community Charter to impose and levy a frontage tax to meet the cost of works and services that benefit land within the Municipality;

AND WHEREAS certain costs have been incurred by the City in providing water services to land within its boundaries;

AND WHEREAS it is deemed desirable and expedient to impose and levy a frontage tax on land benefiting from such service to meet such costs;

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 Water Frontage Tax Bylaw No. 1571, 2015".
2. In this bylaw, unless the context otherwise required, "actual foot frontage" means the number of feet of a parcel of land which actually abuts on the work or highway;

"Assessor" means the Chief Financial Officer of the City of Enderby;

"Taxable foot frontage" means the actual foot frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the highway, and in respect of which parcel the frontage tax is levied for the work or services;

"Total actual foot frontage" means the sum of the actual foot frontage of the parcels of land which actually abut on the work or highways;

3. A tax shall be and is hereby imposed upon the owners of land or real property that is capable of being serviced with water by the Corporation whether or not such land or real property is connected to the said service or services; the aforesaid tax to be hereinafter referred to as the "frontage tax".
4.
  - a) The Frontage Tax shall be levied in each year on each parcel of land aforementioned and the amount thereof, except as otherwise provided in the bylaw, will be the product of the taxable foot frontage and the annual rate.
  - b) The annual rate shall be \$2.41 per taxable foot frontage.
5. The frontage tax shall be in force and be effective until the complete discharge and satisfaction by the City of all obligations presently incurred, and to be incurred, in respect of the aforesaid service.
6. For the purpose of this bylaw, a regularly shaped parcel of land is rectangular.
7.
  - a) To place the frontage tax on a fair and equitable basis, the taxable foot frontage of the following parcels of land shall be the number of feet fixed by the Assessor:
    - i. a triangular or irregularly shaped parcel of land; or

- ii. a parcel of land wholly or in part unfit for building purposes; or
  - iii. a parcel of land which does not abut on the work, but is nevertheless deemed to abut the work, as the case may be.
- b) The Assessor, in fixing the taxable foot frontage under subsection (2), shall have due regard to:
- i. the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
  - ii. the benefit derived from the water.
8. For the purpose of this bylaw:
- a) Where the number of feet of a parcel of has less than 50 feet frontage, the taxable foot frontage shall be deemed to be a minimum of 50 feet, and where such parcel has more than 100 feet of frontage, the taxable foot frontage shall be deemed to be 100 feet.
  - b) Where the parcel of land is situated at the junction or intersection of highways, the taxable foot frontage shall be 70 percent of the actual foot frontage or alternately shall be not more than the stated maximum number of feet.
  - c) Where the front and rear boundaries of a parcel of land each abut on a highway, other than a lane, which for the purpose of this bylaw is defined as a highway having a width of 20 feet or less, the taxable foot frontage shall be not more than the stated maximum number of feet.
9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1<sup>st</sup> day of January 2015, and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B.C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1541, cited as City of Enderby Water Frontage Tax Bylaw No. 1541, 2014", is hereby repealed.

READ a FIRST time this    day of    , 2015.

READ a SECOND time this    day of    , 2015.

READ a THIRD time this    day of    , 2015.

RECONSIDERED and ADOPTED this    day of    , 2015.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1572

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. 1572, 2015".
2. Schedules "3" and "9" of "City of Enderby Fees and Charges Bylaw No. 1479, 2010" are deleted and Schedules "3" and "9" attached to and forming part of this bylaw are substituted therefore.

READ a FIRST time this day of , 2015.

READ a SECOND time this day of , 2015.

READ a THIRD time this day of , 2015.

ADOPTED this day of , 2015.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



**SCHEDULE 3**

**SEWER USER FEES**

**Administered through the Sanitary Sewer Regulation Bylaw**

DESCRIPTION	PER	MINIMUM CHARGE
APARTMENT	Unit	260.15
BAKERY	Unit	432.48
BARBER	Chair	148.19
BEAUTY	Chair	148.19
BODY SHOP	Unit	519.18
BED & BREAKFAST	Unit	163.36
BUTCHER SHOP	Unit	381.43
CAMPGROUND - TENT SPACE	Unit	42.45
CAMPGROUND - RV HOOKUP	Unit	86.05
CAMPGROUND - SANI DUMP	Unit	356.90
CARWASH (RECYCLABLE)	Stall	464.28
CARWASH (NON-RECYCLABLE)	Stall	795.33
CHURCH	Unit	260.15
CURLING RINK	Unit	1,266.14
DAYCARE	Unit	379.22
DENTAL OFFICE	Unit	332.17
DUPLEX /TRI-PLEX	Unit	294.33
GARAGE	Unit	450.19
HEALTH/FITNESS	Unit	242.79
HOSPITAL	Bed	173.70
HOTEL/MOTEL	Unit	163.60
HOTEL/MOTEL WITH POOL (FILTERED )	Unit	129.66
HOTEL/MOTEL WITH POOL (UNFILTERED )	Unit	260.15
INDUSTRY (1-5 PEOPLE)	Unit	280.77
INDUSTRY (EACH ADDITIONAL PERSON)	Person	27.40
LAUNDROMAT	Washer	163.60
LODGING/BOARDING HOUSE	Unit	201.44
MEDICAL CLINIC	Unit	356.90
MILL	Unit	409.07
OFFICE (0-2000 SQUARE FEET)	Unit	115.57
OFFICE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	14.43
POOL	Unit	2,180.35
PUBLIC HALLS	Unit	228.85
RECREATION HALL	Unit	190.04
RESTAURANT (1-10 SEATS)	Unit	238.01
RESTAURANT (EACH ADDITIONAL SEAT)	Seat	14.43
SCHOOL	Class	191.16
SINGLE FAMILY DWELLING	Unit	270.68
SINGLE FAMILY DWELLING WITH SECONDARY SUITE	Unit	378.93
SKATING RINK	Unit	2,180.35
STORE (0-1000 SQUARE FEET)	Unit	148.19
STORE (EACH ADDITIONAL 1000 SQUARE FEET)	Unit	45.98
STRATA/CONDO	Unit	260.15

**SERVICE CONNECTIONS**

- a) 100mm = dia. Sanitary Service At actual cost with minimum \$750.00 charge
- b) Greater than 100mm dia. Sanitary Service or any connection requiring asphalt or rock removal At Cost
- c) Robinson-Vetter on the Knoll sub-division Actual Fee \$750.00

**SCHEDULE 9**

**GARBAGE COLLECTION AND CURBSIDE RECYCLING**

The following rates shall be paid for the garbage collection and disposal, Curbside recycling and processing under the terms of this bylaw:

**Garbage Collection:**

- a) Garbage Collection: \$91.00 per residential premise per annum
- b) "Residential Garbage Collection" sticker: \$1.50 per sticker

Charges will be allocated amongst the number of billing periods in the year.

Interest shall be charged on any amounts unpaid by a day designated by the Chief Financial Officer or designate at the rate established under Section 11(3) of the Taxation (Rural Area) Act.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1573

BEING A BYLAW FOR THE LEVYING OF RATES FOR MUNICIPAL, REGIONAL HOSPITAL  
DISTRICT, REGIONAL LIBRARY, AND  
REGIONAL DISTRICT PURPOSES FOR THE YEAR 2015

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

1. This bylaw may be cited as "City of Enderby Annual Tax Rate Bylaw No. 1573, 2015".
2. The following rates are hereby imposed and levied for the year 2015:
  - (a) For all lawful and general purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Schedule "A" attached hereto and forming part of the bylaw.
  - (b) For hospital purposes on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Schedule "A" attached hereto and forming part of this bylaw.
  - (c) For library purposes on the value of land and improvements taxable for Regional Library purposes, rates appearing in Schedule "A" attached hereto and forming part of this bylaw.
  - (d) For regional district purposes on the value of land and improvements taxable for Regional District purposes, rates appearing in Schedule "A" attached hereto and forming part of this bylaw.
3. The minimum amount of taxation upon a parcel or real property shall be One Dollar (\$1.00).
4. Bylaw No. 1543, cited as "City of Enderby Annual Tax Rate Bylaw No. 1543, 2014, is hereby repealed.

READ a FIRST time this    day of    , 2015.

READ a SECOND time this    day of    , 2015.

READ a THIRD time this    day of    , 2015.

RECONSIDERED and ADOPTED this 5<sup>th</sup> day of May, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

Property Class	General Municipal	North Okanagan/ Columbia Shuswap Regional District Hospital	Regional Library	Regional District
1 Residential	3.8016	0.2922	0.2733	0.9571
2 Utility	30.0000	1.0226	1.6398	3.3500
5 Light Industry	9.3536	0.9933	0.9292	3.2543
6 Business	7.1057	0.7158	0.6696	2.3450
8 Recreation	-	0.2922	0.2733	0.9571
9 Farm	3.1149	0.2922	0.2733	0.9571



**Regional District of North Okanagan  
Building Permit Detail Report for Mar 2015**

**For Area: Enderby**

Day:	Permit:	Owner:	Construction Location:	Builder:	Permit Desc:	Value:	Cumulative TOTAL:
Area:	Cost:				Units:	Fir Area:	
04	14-0436-END -BP \$2,342.00	MILLS, DOUGLAS	Lot 1, Plan KAP13841, Twp , Sec , D/L 226 305 BASS AVE Roll: 208 00715 005		DEMOLITION	\$0.00	\$0.00
Enderby					Unit 0	Sq.M.	



# Regional District of North Okanagan

## Building Inspections Statistical Report for Mar 2015

Class:	Electoral Area:	Armstrong			Enderby			Lumby			Spallumcheen		
		H Units:	Permits:	Value:	H Units:	Permits:	Value:	H Units:	Permits:	Value:	H Units:	Permits:	Value:
Residential	3 11	\$1,373,220	1 1	\$241,000	0 1	\$0	0 0	\$0	2 3	\$1,034,404			
Residential YTD	7 20	\$1,783,235	2 3	\$593,000	0 1	\$0	0 0	\$0	2 3	\$1,034,404			
Commercial	0 4	\$431,000	0 2	\$180,000	0 0	\$0	0 0	\$0	0 0	\$0			
Commercial YTD	0 6	\$541,000	0 3	\$280,000	0 0	\$0	0 1	\$1,000	0 0	\$0			
Industrial	0 0	\$0	0 1	\$54,000	0 0	\$0	0 0	\$0	0 0	\$0			
Industrial YTD	0 0	\$0	0 1	\$54,000	0 0	\$0	0 0	\$0	0 0	\$0			
Public	0 0	\$0	0 1	\$49,000	0 0	\$0	0 0	\$0	0 0	\$0			
Public YTD	0 0	\$0	0 1	\$49,000	0 0	\$0	0 0	\$0	0 0	\$0			
Agricultural	0 1	\$100,000	0 0	\$0	0 0	\$0	0 0	\$0	0 1	\$200,000			
Agricultural YTD	0 2	\$118,000	0 0	\$0	0 0	\$0	0 0	\$0	0 1	\$200,000			
Tits for Month	3 16	\$1,904,220	1 5	\$524,000	0 1	\$0	0 0	\$0	2 4	\$1,234,404			
Same Month Prev Yr	3 11	\$1,128,780	1 3	\$287,000	0 0	\$0	2 3	\$439,370	2 4	\$554,500			
Yr to Date	7 28	\$2,442,235	2 8	\$976,000	0 1	\$0	0 1	\$1,000	2 4	\$1,234,404			
Last Yr to Date	7 25	\$2,565,780	1 3	\$287,000	0 0	\$0	3 5	\$682,370	2 8	\$659,980			

### Totals for all Areas:

Year To Date	Units	Permits	Value
Year To Date	11	42	\$4,653,639.00
Last Year To Date	13	41	\$4,195,130.00

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: April 10, 2015  
Subject: Digital Billboard Sponsorship Application - Enderby Old Time Dance Club

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**RECOMMENDATION**

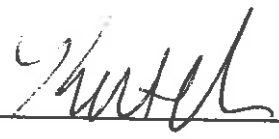
THAT Council considers the Enderby Old Time Dance Club's sponsorship application valued at \$3,500 in-kind.

**BACKGROUND**

The Enderby Old Time Dance Club has submitted a Digital Billboard Sponsorship Application and is requesting an in-kind sponsorship valued at \$3,500 (5 weeks of advertising) for messaging related to monthly dance events.

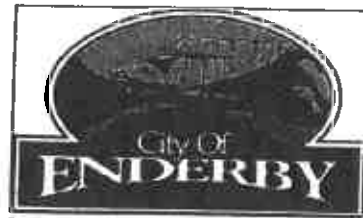
Although the Enderby Old Time Dance Club charges for attendance to their dance events, any profits accrued are given back to the community and therefore the Enderby Old Time Dance Club qualifies for a digital billboard sponsorship from Council.

Respectfully Submitted,

  
\_\_\_\_\_

Kurt Inglis, Assistant Corporate Officer and Planning Assistant

619 Cliff Avenue  
P. O. Box 400  
Enderby, B. C. V0E 1V0



The Corporation of the City of Enderby  
*Top of the Okanagan*

Tel: (250) 838-7230  
Fax: (250) 838-6007  
Website: www.cityofenderby.com

## Digital Billboard Sponsorship Application

Please Note: This form must be submitted at least 60 days prior to the requested start date of initial messaging.

Name of Organization/Society: Enderby OLD TIME DANCE CLUB

Name of Applicant: Estelle Schonenberger

Phone Number: 250 - 546 - 6186

Email: estelle.noakes@gmail.com

Nature of Messaging:

(community events, programming,  
announcements, etc.)

ANNOUNCEMENT FOR  
UPCOMING DANCES.

7 TIMES A YEAR (ONCE A  
MONTH FROM OCT. - MAY  
OMITTING JANUARY.

PROFITS  
GIVEN  
BACK  
TO  
COMMUNIT.

Annual Sponsorship Needs:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BEGIN  
OCT 2  
DANCE

Requested Value of Sponsorship:

\$ 5500

(NOTE: Each message will be displayed for a minimum of one week, which may be non-consecutive days, to a maximum of three weeks. One week of messaging = \$700 in-kind value.)

E. Schonenberger  
Signature of Applicant

April 10/15  
Date



THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant  
Date: April 14, 2015  
Subject: Digital Billboard Sponsorship Application - Enderby & District Chamber of Commerce

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**RECOMMENDATION**

THAT Council considers the Enderby & District Chamber of Commerce's sponsorship application valued at \$4,200 in-kind.

**BACKGROUND**

The Enderby & District Chamber of Commerce has submitted a Digital Billboard Sponsorship Application and is requesting an in-kind sponsorship valued at \$4,200 (6 weeks of advertising) for messaging related community events and the Visitor Information Centre.

The Enderby & District Chamber of Commerce is a registered not-for-profit organization and therefore qualifies for a digital billboard sponsorship from Council.

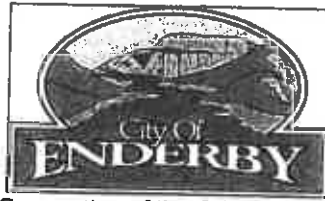
Respectfully Submitted,



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Kurt Inglis, Assistant Corporate Officer and Planning Assistant

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P. O. Box 400  
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## Digital Billboard Sponsorship Application

Please Note: This form must be submitted at least 60 days prior to the requested start date of initial messaging.

Name of Organization/Society:

Enderby's District Chamber  
of Commerce

Name of Applicant:

Corinne Van De Crommenacker

Phone Number:

250.838.6727

Email:

corinne@enderbychamber.com

Nature of Messaging:

Community Events

(community events, programming,  
announcements, etc.)

Annual Sponsorship Needs:

May 11-17<sup>th</sup> - BC Gold Panning

July 3-9<sup>th</sup> - Accordion Festival

Sept. 21-27<sup>th</sup> - BC River's Day

21 - Visitor Information  
Centre, Address during Peaks tourism season

Requested Value of Sponsorship:

\$ 4200.00

(NOTE: Each message will be displayed for a minimum of one week, which may be non-consecutive days, to a maximum of three weeks. One week of messaging = \$700 in-kind value.)

  
Signature of Applicant

April 14, 2015  
Date



**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

**To:** Tate Bengtson, Chief Administrative Officer  
**From:** Kurt Inglis, Assistant Corporate Officer and Planning Assistant  
**Date:** April 16, 2015  
**Subject:** Digital Billboard Sponsorship Application - Enderby Open Air Market

---

**RECOMMENDATION**

THAT Council considers a digital billboard sponsorship exemption for the Enderby Open Air Market;  
AND THAT Council considers the Enderby Open Air Market's sponsorship application valued at \$3,750 in-kind.

**BACKGROUND**

The Enderby Open Air Market has submitted a Digital Billboard Sponsorship Application and is requesting an in-kind sponsorship valued at \$3,750 (5 weeks and 2.5 days of advertising) for messaging related to the Enderby Open Air Market event.

As per the Digital Billboard Policy, community groups or associations which are not registered not-for-profit organizations or charities may only receive a sponsorship when granted an exemption from Council; as the Enderby Open Air Market is not a registered not-for-profit organization or charity, it requires an exemption from Council.

Respectfully Submitted,



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Kurt Inglis  
Assistant Corporate Officer and Planning Assistant

619 Cliff Avenue  
P. O. Box 400  
Enderby, B. C. V0E 1V0

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Top of the Okanagan

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## Digital Billboard Sponsorship Application

**Please Note:** This form must be submitted at least 60 days prior to the requested start date of initial messaging.

**Name of Organization/Society:** Enderby Open Air Market

**Name of Applicant:** Gabriele Wesle

**Phone Number:** 250 - 306 - 6582

**Email:** greencroftgardens@mybrdc.ca

**Nature of Messaging:** community event

(community events, programming,  
announcements, etc.)

announcement

**Annual Sponsorship Needs:** 37.5 days

every Thursday + Friday  $\frac{1}{2}$  day  
from April 23 to Oct 9, 2015

**Requested Value of Sponsorship:** \$ 3750,-

(NOTE: Each message will be displayed for a minimum of one week, which may be non-consecutive days, to a maximum of three weeks. One week of messaging = \$700 in-kind value.)

Gabriele Wesle  
**Signature of Applicant**

April 16, 2015  
**Date**

**MEMO**

**To:** Mayor and Council  
**From:** Tate Bengtson, CAO  
**Date:** April 16, 2015  
**Subject:** Enderbeer and Wine Festival

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**RECOMMENDATION**

THAT Council gives approval for the Enderby & District Volunteer Fire Department to host the Enderbeer and Wine Festival on July 18, 2015 at the Enderby Lions Gazebo, subject to the event organizer satisfying the requirements of the Liquor Control and Licensing Branch and the RCMP.

**BACKGROUND**

The Enderby & District Volunteer Fire Department is seeking permission to host the first annual Enderbeer and Wine Festival on July 18, 2015 at the Enderby Lions Gazebo. This event is considered a Public Special Event and, as such, Council's delegation policy on Special License Exemptions would not apply; in this case, Council needs to give approval to the event as part of the Special Occasion License requirements.

As part of those same requirements, the event organizer will also need to obtain the approval of the RCMP. The Special Occasion License guidelines provide terms and conditions to which event organizers must adhere with respect to patron safety, security, area configuration and crowd control, liquor service and tastings, signage, and intoxication/disturbances.

Respectfully submitted,



**Tate Bengtson**  
Chief Administrative Officer

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: April 16, 2015  
Subject: Trial Three-Way Stop at Belvedere and Cliff

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**RECOMMENDATION**

THAT Council approves implementation of a trial three-way stop at Belvedere Street and Cliff Avenue;

AND THAT Council directs staff to report back with any public feedback received about the proposed intersection change six months after implementation.

**BACKGROUND**

The new "bulbed" sidewalk design at the corners of Belvedere Street and Cliff Avenue will provide an opportunity for Council to implement a three-way stop at this location. As part of the construction works, a sign base will be installed so that the sidewalk concrete will not need to be cut for this change in the future. However, once this base is installed, it will be uneven in the area where the signpost is bolted into the base, and staff recommend proceeding with the installation of a sign at this location in order to prevent the tripping hazard. While it need not necessarily be a stop sign, given Council's past interest in the concept, now may be the opportune time.

Council had previously explored a variety of concepts to calm traffic along Cliff Avenue and promote better traffic flow around the intersection. At that time, a three-way stop had been considered, but other options were favoured in part because the design of the sidewalks provided limited sightlines for the installation of new street signs. The new "bulbed" design enables street signs to stand closer to the travelled lane, which lessens this concern. In terms of traffic calming measures, a three-way stop is the most cost-effective choice for this location and, also, the easiest to reverse if the measure proves ineffective.

Staff's concern with respect to introducing a traffic pattern change at this particular intersection that the surrounding area is already congested (on street parking, high pedestrian traffic, and distractions), and it is adjacent to a transition to a lower speed limit for westbound traffic proceeding over the Bawtree Bridge. Any change requires an adjustment period, and one in this vicinity, which has high levels of vehicle and pedestrian traffic, is particularly critical to implement with caution. In addition to the usual public notices through social and traditional

media and advance warning signs, Staff recommend that the three-way change be implemented concurrently with the painting of new lines on the road in May. The new lines will help to reinforce the change for drivers, who may not be attentive to other signals.

As this change is relatively easy to reverse, Staff recommend that the change be implemented for a six-month trial period. After this period concludes, Staff will report back with any feedback received from the public or business community, and Council can then decide about whether to make the change permanent.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tate Bengtson', with a long horizontal flourish extending to the right.

**Tate Bengtson**  
Chief Administrative Officer

