

ENDERBY AND DISTRICT SERVICES COMMISSION

**Brad Case
Roxanne Davyduke**

**Herman Halvorson
Denis Delisle**

AGENDA

DATE: Monday, May 25, 2015
TIME: 8:30 a.m.
LOCATION: Council Chambers, Enderby City Hall – 619 Cliff Avenue

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of April 17, 2015](#)

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3. DELEGATIONS

4. BUSINESS ARISING FROM THE MINUTES OR UNFINISHED BUSINESS

5. REPORTS

6. NEW BUSINESS

a. [Proposed Shuswap River Boating Regulations](#) – Media Release from RDNO dated May 19, 2015

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b. [Parks DCC Waiver for Enderby Memorial Terrace](#) – Memo from Chief Administrative Officer dated May 21, 2015-05-22

pg 7-8

c. [Belvidere Hand Launch Conceptual Plan Revision](#) – Memo from Assistant Corporate Officer and Planning Assistant dated May 21, 2015

pg 9-12

7. PUBLIC QUESTION PERIOD

8. CLOSED MEETING RESOLUTION

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

9. ADJOURNMENT

ENDERBY AND DISTRICT SERVICES COMMISSION

MINUTES of a regular meeting of the **ENDERBY AND DISTRICT SERVICES COMMISSION** held on Friday, April 17, 2015 at 9:00 a.m. in the Council Chambers of Enderby City Hall.

Members: Brad Case City of Enderby
Roxanne Davyduke City of Enderby
Herman Halvorson Electoral Area F
Denis Delisle Electoral Area F

Staff: Tate Bengtson – Chief Administrative Officer, City of Enderby
Kurt Inglis – Assistant Corporate Officer and Planning Assistant, City of Enderby
Bettyann Kennedy – Recording Secretary, City of Enderby

Others: Mayor Greg McCune
Madison Giesbrecht – Manager of Recreation Services
Chamber of Commerce / Recreation Services staff (3)

Press

APPROVAL OF AGENDA

The following was added to the agenda under New Business

- Grindrod and Kingfisher Playgrounds

Moved by Denis Delisle, seconded by Brad Case that the agenda be approved as amended.
Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of February 20, 2015

Moved by Brad Case, seconded by Roxanne Davyduke that the minutes of the regular meeting of February 20, 2015 be adopted as presented.

Carried

BUSINESS ARISING FROM THE MINUTES OR UNFINISHED BUSINESS

Dog Control Bylaw No. 1469, 2010 Amendment Bylaw No. 1568; and Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1569, 2015 – Memo from Assistant Corporate Officer and Planning Assistant dated March 26, 2015

The Assistant Corporate Officer and Planning Assistant introduced the amendment bylaws. They are housekeeping amendments to keep consistent with practises and to address costs associated with dangerous dogs.

Moved by Brad Case, seconded by Denis Delisle that the Commission recommend that the City adopt the bylaws cited as “The City of Enderby Dog Control Bylaw No. 1469, 2010 Amendment Bylaw No. 1568, 2015” and “The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1469, 2015”.

Carried

Barnes Park Conceptual Plan Revisions – Memo from Assistant Corporate Officer and Planning Assistant dated April 14, 2015

Discussion:

Shade trees are prevalent throughout the report. They will add to maintenance costs, but are in demand. Trees could be clustered in certain areas.

Moved by Brad Case, seconded by Denis Delisle that the Commission direct staff to engage with LA West Associates to revise the Barnes Park Conceptual Plan consistent with the recommendations proposed within the circulated memorandum;

AND THAT the Commission direct staff to install a baby change station in the women's bathroom at the Enderby Lions Outdoor Pool at a cost of \$310 plus tax.

Carried

REPORTS

Parks and Recreation Q1 Report

Moved by Brad Case, seconded by Roxanne Davyduke that the report be received and filed.

Carried

Discussion:

It was noted that the arena is not getting utilized as much as in the past. The Parks and Rec team will be working with user groups to identify issues. They also have plans to implement new programs.

NEW BUSINESS

Enderbeer and Wine Festival – Correspondence from Enderby Fire Department dated April 2, 2015

Moved by Denis Delisle, seconded by Brad Case that the Commission approve a grant for fees associated with use of the Gazebo on July 18, 2015 to the Enderby and District Volunteer Fire Department.

Carried

Grindrod Ball Diamond – Verbal report from Brad Case

The infield is in need of maintenance. The outfield is fine. The Parks and Rec Lead Hand indicated that it would not take much to get it back in shape. The maintenance contract does not include materials. Shale is required.

Moved by Brad Case, seconded by Roxanne Davyduke that extra by Parks and Recreation labour and materials be funded from surplus to restore the infield ball diamond at Grindrod Park to a playable condition.

Carried

It was also noted that some of the fields in Enderby are in need of maintenance.

Moved by Brad Case, seconded by Roxanne Davyduke that an assessment be made to determine what is required to refurbish the Enderby ball diamonds.

Carried

Ditching maintenance at Grindrod Park is also needed. It was suggested that this postponed and considered in conjunction with any works the City may be undertaking.

Late Item: Grindrod and Kingfisher Playgrounds

Quotes have been received for playground equipment at Grindrod and Kingfisher parks:

Grindrod: \$63, 216 Kingfisher: \$39,197 or \$47,190

Funding available from the Parks Plan (for Grindrod), Community Halls Special Project Fund, Area F Community Works fund, and insurance payout from arena chiller claim.

If doing both parks, \$102,000 needed. This could be achieved as follows:

Parks Plan*	\$22,000
Community Halls Special Projects Fund	\$10,000
Community Works fund	\$30,000
Insurance payout	\$40,000

*Parks Plan funds for Grindrod Park only

By waiting till next year to proceed with Kingfisher Park, a review of the Parks Plan could possibly free up funds. Projects will be re-evaluated and prioritized and could result in funds being made available for short term projects.

Moved by Denis Delisle, seconded by Brad Case that two other quotes be obtained for supply of equipment with up to \$63,000 to be allocated for playground equipment at Grindrod Park and funded as follows:

\$22,000 from the Master Parks Plan
\$10,000 from Community Halls Special Project Fund
\$18,000 from the insurance payout for arena chiller claim
\$13,000 from Area F Community Works Fund

Carried

Playground equipment for Kingfisher Park and ditch maintenance at Grindrod Park will be referred to 2016 budget deliberations.

PUBLIC QUESTION PERIOD

Enderby Mayor Greg McCune suggested that Jean Early at the Resource Centre be contacted to share information on swing equipment designed for very young children.

He also commented that feedback he has received suggested that 30 – 40% felt that Barnes Park amenities should be relocated to Riverside Park. The Chief Administrative Officer explained that this would require a major revision to the Master Parks Plan.

CLOSED MEETING RESOLUTION

Moved by Brad Case, seconded by Roxanne Davyduke 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) (f) and (k) of the *Community Charter*.
Carried

ADJOURNMENT

The regular meeting re-convened at 9:55 a.m.

The following item was de-classified from confidential to non-confidential:

Curling Club Grant Request for Replacement of Heating Unit – Memo from Chief Administrative Officer dated April 7, 2015

Moved by Denis Delisle, seconded by Brad Case that a one-time grant of \$1,000 be issued to the Enderby and District Curling Club towards the replacement of a heating unit with future equipment failure costs to be borne by the curling club as per the terms of the Occupancy and Use Agreement;

AND THAT the Commission direct staff to review the terms of the Occupancy and Use Agreement with the Curling Club Executive;

AND FURTHER THAT this matter be released from in-camera.

Carried

Moved by Brad Case that the meeting adjourn at 9:56 a.m.

Carried

CHAIR

CHIEF ADMINISTRATIVE OFFICER

FOR IMMEDIATE RELEASE

DATE: May 19, 2015
MEDIA CONTACT: Anna Page, Sustainability Coordinator
PHONE/EMAIL: 250 550 3789 / anna.page@rdno.ca

RDNO Seeks Feedback on Proposed Shuswap River Boating Regulations

COLDSTREAM, BC – The Regional District of North Okanagan, on behalf of a partnership including Vernon Protective Services – Safe Communities Unit, Lower Shuswap Stewardship Society, Enderby and District Service Commission, Enderby and District Chamber of Commerce and the City of Enderby, is currently seeking feedback on proposed boating regulations for the Shuswap River.

The intent of the Shuswap River Boating Regulations is to improve recreational safety, reduce bank erosion, reduce disturbance to salmon spawning grounds and other fish and wildlife, reduce conflicts between users and improve opportunities for non-motorized recreation.

“The decision to consider boating regulations for the Shuswap River has come about due to numerous occasions where community groups and residents have raised concerns with respect to the impacts of motorized vessels on the Shuswap River over the past 20 years” says Anna Page, Sustainability Coordinator. These concerns were captured and reinforced during the development of the Shuswap River Watershed Sustainability Plan which was endorsed by the RDNO Board of Directors in April 2014.

The Boating Regulations being proposed for the Shuswap River are as follows:

- Zone 1** - Lower Shuswap River from Mara Lake upstream to Baxter Bridge (Trinity Valley Rd) – vessel engine size limit of 10 horse power.
- Zone 2** – Lower Shuswap River from the Baxter Bridge (Trinity Valley Rd) upstream to the eastern (upstream) end of Skookumchuck Rapids Park – no motorized vessels.
- Zone 3** - Mid Shuswap River from South Mabel Lake upstream to the Shuswap Falls – no motorized vessels.

Boating regulations are the responsibility of Transport Canada and any level of government can request the federal government to restrict the use of all vessels on all bodies of water in Canada. Regulations may help achieve safety, environmental or public interest objectives.

Numerous consultation activities will be undertaken over the next four months to obtain feedback on the proposed regulations including open houses and a survey. Two open houses are being held the second week of June; Enderby Drill Hall, June 10th, 5 – 7:30 PM and Mabel Lake Hall (Lumby end), June 11th, 5 – 7:30 PM. Surveys can be completed on-line and will be mailed to all property owners adjoining the river in the affected areas. The surveys, maps of the zones and additional information can be accessed at www.rdno.ca/boating.

“We really want to gain an understanding of the level of community support for the proposed boating regulations. This is the first step in the process and we are open to hearing from all who would be affected” says Rick Fairbairn, RDNO Board Chairman.

For further information, please call 250-550-3700.

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THE CORPORATION OF THE CITY OF ENDERBY

Commission
Agenda

MEMO

To: Enderby & District Services Commission
From: Tate Bengtson, CAO
Date: May 21, 2015
Subject: Parks DCC Waiver for Enderby Memorial Terrace

RECOMMENDATION

THAT the Commission recommends that the Regional District of the North Okanagan Board of Directors waives the Parks Development Cost Charges for Phase 2 of the Enderby Memorial Terrace supportive housing project.

ALTERNATE RECOMMENDATION

THAT the Commission recommends that the Regional District of the North Okanagan Board of Directors does not waive the Parks Development Cost Charges for Phase 2 of the Enderby Memorial Terrace supportive housing project.

BACKGROUND

Enderby Memorial Terrace is a supportive housing complex located within walking distance to the downtown core and next to Barnes Park and a variety of health service providers. It completed its first phase as part of an Olympic Legacy initiative. It is owned by BC Housing and governed by a not-for-profit society ("the Society"). The Society is pursuing Provincial support for Phase 2. In order to demonstrate the strong community support and intergovernmental partnership required to obtain Provincial funding, the Society has respectfully asked that the Commission consider making a favourable recommendation to waive parks development cost charges (DCCs).

The relevant bylaw, Regional District of the North Okanagan Bylaw No. 2598, 2013 ("the Bylaw"), was adopted on March 18, 2015. The Bylaw was created to "impose development cost charges for the purpose of providing funds to assist...to pay the capital cost of providing and improving park land, in order to serve directly or indirectly, the development for which the charges are imposed."

The Bylaw's exemption section provides that applicable charges may be waived for not-for-profit rental housing. Such waiver would be at the discretion of the RDNO Board of Directors, and would generally be considered upon recommendation from the Commission.

The total new dwelling units associated with Phase 2 is 36, according to the most recent architectural drawings. The charge per dwelling unit is \$910.00. Therefore, the total value that the Society is requesting to be waived would be \$32,760.00.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

Commission

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: May 21, 2015
Subject: Belvidere Hand Launch Conceptual Plan Revision

Recommendation

THAT the Enderby & District Services Commission approves the revisions to the wheelchair accessible pathway within the Belvidere Hand Launch Conceptual Plan;

AND THAT the Commission authorizes Staff to proceed with detailed design and budget for the Belvidere Hand Launch Conceptual Plan, and reports back to the Commission;

AND THAT subject to the Commission's approval of the detailed design work and budget for the Belvidere Hand Launch Conceptual Plan, the Commission authorizes Staff to proceed with the completion of a Section 9 Notification and the design and administration of a Request for Proposals.

Background

The Enderby & District Services Commission previously resolved to champion improving the Belvidere Hand Launch by increasing the launching area, clearing debris, and constructing a trail which would protect habitat and enable accessibility; this was in response to two action items arising from the Integrated Community Sustainability Planning process which were referred to the Commission by the City of Enderby Revitalization Committee.

The Commission directed Staff to use surplus funds to engage CTQ Consultants to develop a conceptual plan, with a costing analysis, for upgrades to the Belvidere Hand Launch. CTQ developed the Belvidere Hand Launch conceptual plan based on a field assessment, site survey, and a number of community objectives identified by the Commission and Staff. The Conceptual Plan identified three possible design concepts for the hand launch area, each with different construction standards and costs; the Commission ultimately chose to proceed with Option 3 which involved 5 concrete steps at 12 m long and 1.2 m wide. Furthermore, the Commission endorsed a wheelchair accessible pathway which would extend from the northern end of the Riverwalk to the launch area, at a cost of \$1,200.

Staff have recently received feedback from a local individual with mobility challenges regarding the proposed layout of the wheelchair accessible pathway. She noted that due to the location of where the pathway enters the concrete hand launch area, it will only be usable at low-water levels; as the water level increases and rises up the concrete steps, the location where the wheelchair pathway enters the hand launch area would be under water.

This matter was brought back to CTQ Consultants for consideration. Following a review by their engineer, a revised layout to the wheelchair accessible pathway was proposed which involved:

1. A more meandering layout to facilitate an 8% maximum slope;
2. A segmented layout to the pathway in which each segment would correspond to the elevation of a particular concrete step at the hand launch area;
3. A paved surfacing for each segment of the pathway which would be below high water; and
4. An increase in large boulder rip rap along the pathway to barrier for wheelchair users.

This revised layout would facilitate those in wheelchairs to utilize the pathway itself as a hand launch area; as the water level rises up the pathway, users will also have an opportunity for launching. This revised layout was presented to the individual who initially brought forth the concern and she stated that was satisfied with the revised design concept.

Given the fact that the revised layout will result in less concrete and excavation works being required, coupled with the fact that there has been a reduction in unit prices for concrete works since the initial proposal was advanced to the Commission, the estimated cost of construction for the revised layout is actually slightly lower than the initial proposal.

The next steps in the process involve preparing detailed design drawings, developing a detailed budget based on these detailed design drawings, completing a BC Section 9 Notification to satisfy DFO requirements, and preparing and administering a Request for Proposals for the completion of the capital works.

Respectfully Submitted,



Kurt Inglis

Assistant Corporate Officer and Planning Assistant

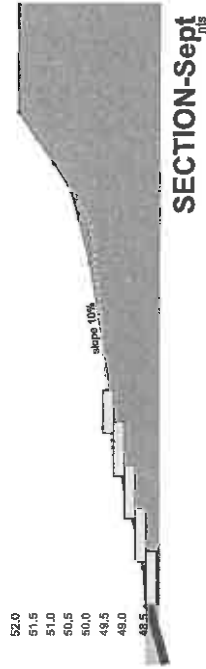
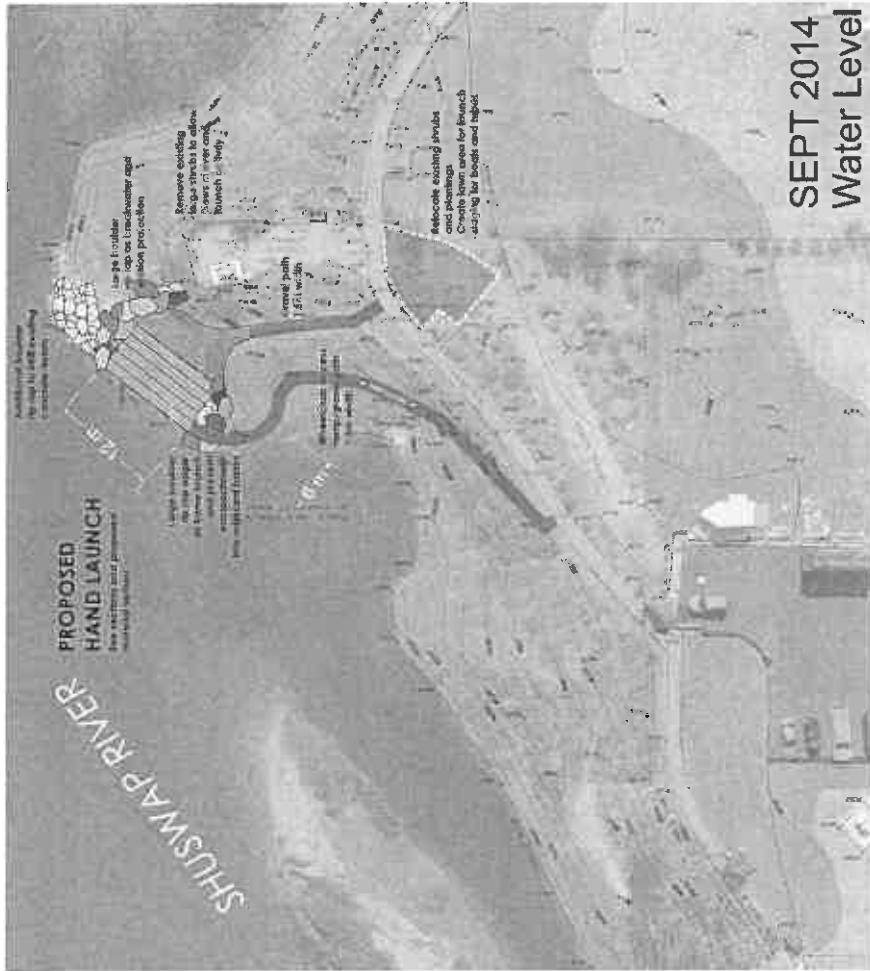
Enderby Hand Launch

Preliminary Cost Estimate

Project No. 14084

Date: 2015-05-21

Item	Description	Units	Quantity	Unit Price	Amount
1.0	Concrete Works				
.1	Concrete Pads	sqm	80	\$180.00	\$14,400.00
					\$14,400.00
2.0	Excavation and Gravels				
.1	Excavation to disposal	cu.m.	45	\$12.00	\$540.00
.2	Import Gravel Fill (c/s filter cloth)	cu.m.	25	\$25.00	\$625.00
.3	Surface Gravels	cu.m.	7.5	\$25.00	\$187.50
.4	Boulders	ls	1	\$1,200.00	\$1,200.00
					\$2,552.50
3.0	60m Pathway				
.1	Excavation to disposal	cu.m.	27	\$12.00	\$324.00
.2	Import Gravel Fill (c/s filter cloth)	cu.m.	34	\$25.00	\$850.00
.3	Asphalt Paving	sq.m.	120	\$18.00	\$2,160.00
					\$3,334.00
	Total Construction				\$19,112.50
	25% Contingency				\$4,778.13
	Total				\$23,890.63



Revised alignment for wheelchair access ramp/gravel path at 8% max grade



CITY OF ENDERBY - SHUSWAP RIVER

HAND LAUNCH CONCEPT PLAN