

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, June 15, 2015
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of June 1, 2015](#)

pg 3-6

3. PUBLIC AND STATUTORY HEARINGS

4. PETITIONS AND DELEGATIONS

5. DEVELOPMENT MATTERS

a. [0007-15-DVP-END](#)

pg 7-17

Lot 1, Section 26, Township 18, Range 9, W6M, KDYD, Plan 33533
Except Plan KAP90268 (123 Francis Drive)
Applicant – Aaron Schmidt

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

a. [Regional Growth Strategy Five-Year Review](#) – memo from Chief
Administrative Officer dated June 5, 2015

pg 18-20

b. [Public Art Policy](#) – Memo from Assistant Corporate Officer and Planning
Assistant dated June 11, 2015

pg 21-22

7. BYLAWS – Adoption

[Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1575, 2015](#)

pg 23-25

A bylaw to amend Schedule 3 – Interest on unpaid sewer charges

8. REPORTS

a. [Mayor and Council](#)

b. [2014 Annual Report](#)

pg 26-64

c. [Building Permit Detail Report – May, 2015](#)

pg 65

9. NEW BUSINESS

- a. [Enderby Community Canada Day Committee – Road Closure Applications](#)

For information only

pg 66-71

- b. [Cliff Crunch](#) – Verbal report from Councillor Baird

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

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

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, June 1, 2015 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
Assistant Corporate Officer and Planning Assistant – Kurt Inglis
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

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

- Digital Billboard application – Enderby Minor Fastball Association

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

Carried Unanimously

ADOPTION OF MINUTES

Regular Meeting Minutes of May 19, 2015

Moved by Councillor Schreiner, seconded by Councillor Baird that the minutes of the regular meeting of May 19, 2015 be adopted as circulated.

Carried Unanimously

BYLAWS – 3 Readings

Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1575, 2015

A bylaw to amend Schedule 3 – Interest on Unpaid Sewer Charges

Moved by Councillor Case, seconded by Councillor Shishido that Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1575, 2015 be given three readings.

Carried Unanimously

REPORTS

Councillor Baird

Business visit to Empire Graphics - Concern was expressed about the mess left by CP Rail. The Chief Administrative Officer will contact CP to arrange for the salvage to be removed before the busy tourist season. New curbs and gutters were also discussed.

Councillor Schreiner

Brickyard Road from Bass Avenue to Danforth Avenue is a “washboard”. The Chief Administrative Officer explained that the road does not have a proper base. Contractors come in 2 – 3 times per year to grade it. Ideally, getting Bass Avenue extended to meet the highway will relieve heavy truck traffic on Brickyard Road.

Mayor McCune

Enderby and District Arts Council meeting:

- June 22 @ 3:00 – Arts Festival meeting followed by a social.
- Runaway Moon received a small donation from the Arts Council.
- Reported Council’s motion regarding placement of art projects.
- Arts Council is in favour of removing the mural on City Hall.

Business Walk – The Assistant Corporate Officer will line up meetings prior to UBCM (late August).

Chief Administrative Officer

Reminded Council of the meeting tomorrow evening for Vernon Street businesses regarding upcoming road upgrades.

Carbon Neutral Progress Survey Report 2014 – Memo from Assistant Corporate Officer and Planning Assistant dated May 20, 2015

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

Carried Unanimously

NEW BUSINESS

Proposed Shuswap River Boating Regulations – Media Release from RDNO dated May 19, 2015

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

Carried Unanimously

Road Closure Application – Royal Canadian Legion – Memo from Assistant Corporate Officer and Planning Assistant dated May 25, 2015

Provided for information only.

Moved by Councillor Schreiner, seconded by Councillor Davyduke that the application be received and filed.

Carried Unanimously

Kevin Walters Wastewater Collection System Operator Level 1 Certification – Memo from Chief Administrative Officer dated May 20, 2015

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

Carried Unanimously

Digital Billboard Sponsorship Application – Enderby and District Arts Council
Provided for information only.

Moved by Councillor Schreiner, seconded by Councillor Shishido that the application be received and filed.

Carried Unanimously

Public Transit to Salmon Arm – Memo from Chief Administrative Officer dated May 26, 2015

Moved by Councillor Knust, seconded by Councillor Case that Council respectfully asks the Board of Directors for the Regional District of North Okanagan to request that BC Transit consider adjusting the service level for Route 11: Salmon Arm-Deep Creek-Enderby by increasing the frequency of service days per week, and that BC Transit provides a costing estimate and ridership expectations for the different frequencies of service;

AND THAT Council provides copy of its request to the Columbia Shuswap Regional District.

Carried Unanimously

Cabinet Minister Meetings at UBCM – Correspondence from Premier Christy Clark dated May 27, 2015

Potential meetings could include Ministry of Transportation regarding Hwy 97A re-alignment and Ministry of Health to discuss Interagency meetings.

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

Carried Unanimously

Moved by Councillor Schreiner, seconded by Councillor Baird that the Chief Administrative Officer attend this year's UBCM Convention.

Carried Unanimously

Late Item: Digital Billboard Sponsorship Application – Enderby Minor Fastball Association – Memo from Assistant Corporate Officer and Planning Assistant dated June 1, 2015

Moved by Councillor Case, seconded by Councillor Schreiner that Council approve the digital billboard sponsorship application for Enderby Minor Fastball Association.

Carried Unanimously

PUBLIC QUESTION PERIOD

Stacy Pavlov of the Advertiser queried whether there would be “paid” advertising permitted on the digital billboard. The CAO responded that no, not at this time. It is intended for community non-commercial use.

Stacy Pavlov of the Advertiser also queried the Interagency meeting – Are meetings ongoing? What is the plan? Is there funding? Councillor Knust responded that the meetings are taking place to get organized as to who is doing what and how services can be accessed. A guide will be developed. Funding is in place.

CLOSED MEETING RESOLUTION

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

ADJOURNMENT

The regular meeting reconvened at 5:30 p.m.

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

File No: 0007-15-DVP-END

June 9, 2015

APPLICANT: Aaron Schmidt

LEGAL DESCRIPTION: Lot 1, Section 26, Township 18, Range 9, W6M, KDYD, Plan 33533 Except Plan KAP90268

PID #: 003-151-620

LOCATION: 123 Francis Drive, Enderby BC V0E 1V1

PROPERTY SIZE: 1.636 hectares

ZONING: Residential Single Family (R.1)

O.C.P DESIGNATION: Residential Low Density

PROPOSED VARIANCE: Vary the following Sections of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 as part of a proposed single-lot subdivision:

- Section 2.0 of Schedule "A" and Schedule "B" by not dedicating and constructing Francis Drive as a local road;
- Section 4.0 of Schedule "A" and Schedule "B" by permitting an existing private individual sanitary system in lieu of connection to a community sanitary sewer system (for the lot with the existing home).
- Section 6.0 of Schedule "A" and Schedule "B" by not providing street lighting along Francis Drive; and
- Section 7.3 and 7.4 of Schedule "A" and Schedule "B" by not providing underground wiring for power, telephone and cablevision along Francis Drive.

RECOMMENDATIONS:

THAT Council authorize the issuance of a Development Variance Permit for the property legally described as Lot 1, Section 26, Township 18, Range 9, W6M, KDYD, Plan 33533 Except Plan KAP90268 and located at 123 Francis Drive, Enderby B.C. to permit variances to the following Sections of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000:

- Section 2.0 of Schedule "A" and Schedule "B" by not dedicating and constructing Francis Drive as a local road;
- Section 6.0 of Schedule "A" and Schedule "B" by not providing street lighting along Francis Drive; and

- Section 7.3 and 7.4 of Schedule "A" and Schedule "B" by not providing underground wiring for power, telephone and cablevision along Francis Drive,

subject to the applicant entering into a road reserve agreement with the City of Enderby for the area within the subject property identified as 'local road' in the Knoll Neighbourhood Plan, pursuant to Section 44 of the Community Charter, with this agreement having the effect of a restrictive covenant running with the land and being registered by the municipality under section 219 of the *Land Title Act*.

AND THAT Council not authorize the issuance of a Development Variance Permit to vary Section 4.0 of Schedule "A" and Schedule "B" of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000 by permitting an existing private individual sanitary sewer system in lieu of connection to a community sanitary sewer system (for the lot with the existing home).

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 123 Francis Drive. The applicant is proposing to subdivide their property to create a single new lot. The proposed lot with the existing home located on it would front Francis Drive while the other proposed lot would front Johnston Avenue. The applicant is proposing to vary the Subdivision Servicing and Development Bylaw No. 1278, 2000 by not dedicating and constructing Francis Drive, not providing street lighting or underground wiring along Francis Drive, and permitting an existing private individual sanitary sewer system in lieu of connection to the community sewer system (for the lot with the existing home).

Site Context and the Proposal

The subject property is rectangular in shape with the majority of its frontage along Francis Drive and a northern projection which provides a small portion of frontage along Johnston Avenue. The lot significantly slopes to the east.

A single family residential dwelling is currently located along the northern property boundary of the subject property, behind several residences fronting onto Johnston Avenue. Access to this single family residential dwelling occurs via a private, gravel driveway off of Francis Drive; access to the other proposed lot would occur via Johnston Avenue.

The subject property and the properties to the north and west are zoned Residential Single Family (R.1) while the properties to the south and east are zoned Country Residential (C.R). The subject property and the properties to the north and west are designated in the Official Community Plan as Residential Low Density, the properties to the south and southwest are designated as Knoll Comprehensive Development Area, and the properties to the east are designated as Country Residential.

The subject property was the result of a 5-lot subdivision which took place in 2008.

The following orthophoto of the subject and surrounding properties was taken in 2011:



The applicant is proposing to subdivide the property to create a single new lot and vary the Subdivision Servicing and Development Bylaw No. 1278, 2000 by not dedicating and constructing Francis Drive, not providing street lighting or underground wiring along Francis Drive, and permitting an existing private individual sanitary sewer system in lieu of connection to the community sanitary sewer system (for the lot with the existing home).

ZONING BYLAW:

The subject property is zoned Residential Single Family (R.1) and uses permitted within the R.1 zone include accessory residential, restricted agricultural use, single family dwellings, secondary suites, bed and breakfasts, and civic and public service use.

The proposed development meets the minimum lot size permitted in the R.1 zone which is 560 m² (6,028 square feet). The applicant will need to demonstrate that the proposed development satisfies all other requirements of the Zoning Bylaw prior to final subdivision for the proposed lots.

SUBDIVISION SERVICING AND DEVELOPMENT BYLAW:

Dedication and Construction of Francis Drive

Section 2.0 of Schedule "A" and Schedule "B" of the Subdivision Servicing and Development Bylaw requires the dedication and construction of local roads adjacent to properties zoned Residential Single Family (R.1) in accordance with Design, Materials, and Installation standards outlined in Section 2.0 of Schedule "A" of the Bylaw.

In this case, the Bylaw requires the dedication and construction of Johnston Avenue and Francis Drive. Johnston Avenue has already been dedicated and constructed to a local road standard with the applicant having contributed dollars towards this construction as part of the 5-lot subdivision which occurred in 2008. Furthermore, Francis Drive has been dedicated as a local road but has not been constructed to a local road standard consistent with the Subdivision Servicing and Development Bylaw and instead is maintained at a gravel standard.

The applicant is proposing to waive the requirement to dedicate and construct Francis Drive and instead maintain the roadway's existing gravel standard.

Provision of Street Lighting and Underground Wiring

The Subdivision Servicing and Development Bylaw requires the provision of ornamental street lighting and underground wiring for power, telephone and cablevision for Single Family Residential (R.1) developments.

Ornamental street lighting and underground wiring for power, telephone and cablevision was provided along the Johnston Street corridor as part of the 5-lot subdivision which occurred in 2008. As previously noted, Francis Drive is currently maintained at a rural, gravel standard which does not include ornamental street lighting or underground wiring.

The applicant is proposing to waive the requirement to provide ornamental street lighting and underground wiring and instead maintain the roadway's existing rural standard.

Connection to Community Sanitary Sewer System

The Subdivision Servicing and Development Bylaw also requires that all Residential Single Family (R.1) developments be connected to a community sanitary sewer system.

The subject property currently contains a single family residential dwelling which is connected to a private individual sanitary sewer system (septic); the proposed subdivision would see the newly created lot connected to the community sanitary sewer system via service connections off of Johnston Avenue while the applicant is proposing to waive the requirement to connect the existing residential dwelling to the community sanitary sewer system and instead leave it connected to the existing private individual sanitary sewer system.

OFFICIAL COMMUNITY PLAN:

Policies contained within the Official Community Plan which apply to this development include:

- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 7.3.a - Council will require that all land use developments conform to provincial and federal statutes and regulations intended to protect the natural environment.
- Policy 8.3.i - Council will employ Smart Growth principles in future development.

- Policy 8.3.l - Council will support alternative infrastructure standards and urban design principles which promote environmental, economic, and social sustainability.
- Policy 9.3.c - Council supports a phased approach to development including consideration of alternate servicing standards within Growth Areas and Future Growth Areas.
- Policy 20.3.g - Council will support innovative options that will assist in maintaining appropriate levels of infrastructure and service delivery in a fiscally responsible manner.

REGIONAL GROWTH STRATEGY:

The subject property is located within the Rural Protection Boundary identified within the North Okanagan Regional Growth Strategy and is thus designated as Growth Area; Growth Areas are to be fully serviced with community water and sewer systems as per RGS policy UC-1.1.

REFERRAL COMMENTS:

The subject application was referred to the City of Enderby Public Works Manager, Building Inspector, Fire Chief, and Interior Health Authority for comment.

The Public Works Manager and Building Inspector advised that they had no concerns with the application.

The Environmental Health Officer with Interior Health provided the following comments:

This office recommends the subject property be connected to the community sanitary sewer and the onsite sewerage dispersal system be decommissioned and the existing septic tank be pumped out and removed or if left in place the tank should be pumped out and filled with sand. Onsite sewerage systems have finite life spans even when properly maintained and can create health hazards when they do eventually fail to operate. For this reason as well as the fact that connection to a community sanitary sewer system is much more sustainable than an onsite sewerage dispersal system we recommend the subject property no longer be serviced by an onsite sewerage system.

This office also recommends that Johnson Avenue and Francis Drive be upgraded to local roads as per Schedule A of Bylaw 1278 . The upgrades including the installation of street lighting would make the vicinity more safe and pedestrian friendly which helps to encourage active transportation and walking which has been shown to improve the health of the population.

No other comments were received in response to the referral.

PLANNING ANALYSIS:

Dedication and Construction of Francis Drive

The City of Enderby Planning Assistant raises no objections to the applicants request to vary Section 2.0 of Schedule "A" and Schedule "B" of the Subdivision Servicing and Development Bylaw No. 1278, 2000 by not dedicating and constructing Francis Drive, for the following reasons:

- As the proposed subdivision will only result in the creation of one lot, and this lot will gain access off of Johnston Avenue, the proposal will result in no additional traffic demand along Francis Drive;
- As per the Knoll Neighbourhood Plan, Francis Drive is proposed to remain as an unconstructed utility corridor and thus is not intended to act as a means of access for future development within the Knoll Neighbourhood;
- As per the Knoll Neighbourhood Plan and 'Schedule C- Parks and Transportation Map' of the Official Community Plan, a north-south local road is proposed to run along the western boundary of the subject property and this road would be one of four primary local road corridors providing access for future development within the Knoll Neighbourhood; and
- As Francis Drive is not anticipated to serve as a means of access for future development, maintaining gravel standard would be consistent with sound asset management principles and would be economically sustainable for the City of Enderby.

If Francis Drive is to remain in an unconstructed, gravel state in perpetuity, the City of Enderby needs to preserve its opportunities for access to serve the needs of future development within the Knoll. It is recommended that as a condition of granting the proposed variance, the applicant be required to enter into a road reserve agreement with the City of Enderby for the area of the subject property identified as 'local road' within the Knoll Neighbourhood Plan; this agreement would be pursuant to Section 44 of the Community Charter and would have the effect of a restrictive covenant running with the land and being registered by the municipality under section 219 of the *Land Title Act*.

This road reserve agreement would designate the proposed north-south local road area identified within the Knoll Neighbourhood Plan and OCP as 'Highway Reserve,' thus reserving it for highway purposes; such a road reserve agreement would enable the City to purchase and obtain the Highway Reserve at any point in the future for \$1.00. Generally speaking, the City would not trigger its ability to obtain the Highway Reserve until such time as future development dictates the need for this north-south local road corridor to provide access, at which point the Highway Reserve would become dedicated as road and the developer would be responsible for all costs related to constructing the road (in this case, the developer could be the applicant, the future purchaser of the newly created lot, or southern property owners who may require the north-south local road corridor to provide access to their future developments).

Provision of Street Lighting and Underground Wiring

The City of Enderby Planning Assistant raises no objections to the applicants request to vary Section 6.0 of Schedule "A" and Schedule "B" of the Subdivision Servicing and Development Bylaw No. 1278, 2000 by not providing street lighting along Francis Drive, for the following reasons:

- The Knoll Neighbourhood Plan proposes to leave Francis Drive as an unconstructed, gravel utility corridor, thus the provision of street lighting would not be appropriate for the type of use anticipated for Francis Drive;
- The costs related to the City inheriting, operating, and maintaining street lighting for an unconstructed utility corridor with low traffic demands would not be financially sustainable; and

- Although the Environmental Health Officer for Interior Health stated that the provision of street lighting would make the vicinity more safe and pedestrian friendly, it is not anticipated that Francis Drive would be in high demand as a connectivity corridor for pedestrians as the local roads throughout the Knoll Neighbourhood will include adjacent multi-use pathways and street lighting which would satisfy pedestrian's active transportation, connectivity, and safety needs.

The City of Enderby Planning Assistant raises no objections to the applicants request to vary Section 7.3 and 7.4 of Schedule "A" and Schedule "B" of the Subdivision Servicing and Development Bylaw No. 1278, 2000 by not providing underground wiring for power, telephone and cablevision along Francis Drive, for the following reasons:

- The Knoll Neighbourhood Plan proposes to leave Francis Drive as an unconstructed, gravel utility corridor, thus the provision of underground wiring would not be appropriate for the type of use anticipated for Francis Drive; and
- It would be a duplication of resources to require the provision of underground wiring for power, telephone and cablevision along Francis Drive when the future development in the immediate area will be serviced via underground wiring along the north-south local road corridor identified within the Knoll Neighbourhood Plan and 'Schedule C - Parks and Transportation Map' of the OCP, as per the Subdivision Servicing and Development Bylaw.

Connection to Community Sanitary Sewer System

The City of Enderby Planning Assistant recommends that Council does not support the applicant's request to vary Section 4.0 of Schedule "A" and Schedule "B" of the Subdivision Servicing and Development Bylaw No. 1278, 2000 by permitting an existing private individual sanitary sewer system in lieu of connection to a community sanitary sewer system (for the lot with the existing home), for the following reasons:

- A connection to the community sanitary sewer system is available via Johnston Avenue;
- Although permitting an existing private individual sanitary sewer system would reduce demand upon the community sanitary sewer system and preserve existing capacity, a connection to the community sanitary sewer system is preferred given the Environmental Health Officer's comments that connection to community sanitary sewer system is a more environmentally sustainable approach with fewer health concerns; and
- The North Okanagan Regional Growth Strategy states that Growth Areas are to be fully serviced by community sanitary sewer systems.

SUMMARY

This is an application for a Development Variance Permit for the property located at 123 Francis Drive, Enderby BC. The applicant is proposing to subdivide their property to create a single new lot and is seeking to vary Subdivision Servicing and Development Bylaw No. 1278, 2000 by not dedicating and constructing Francis Drive, not providing street lighting or underground wiring for power, telephone and

cablevision, and permitting an existing private individual sanitary sewer system in lieu of connection to a community sanitary sewer system (for the lot with the existing home).

The City of Enderby Planning Assistant is supportive of the variance requests related to dedication and construction of Francis Drive and the provision of street lighting and underground wiring, but does not support the proposal to vary the requirement to connect the lot with the existing home to the community sanitary sewer system.

Prepared By:

Reviewed By:

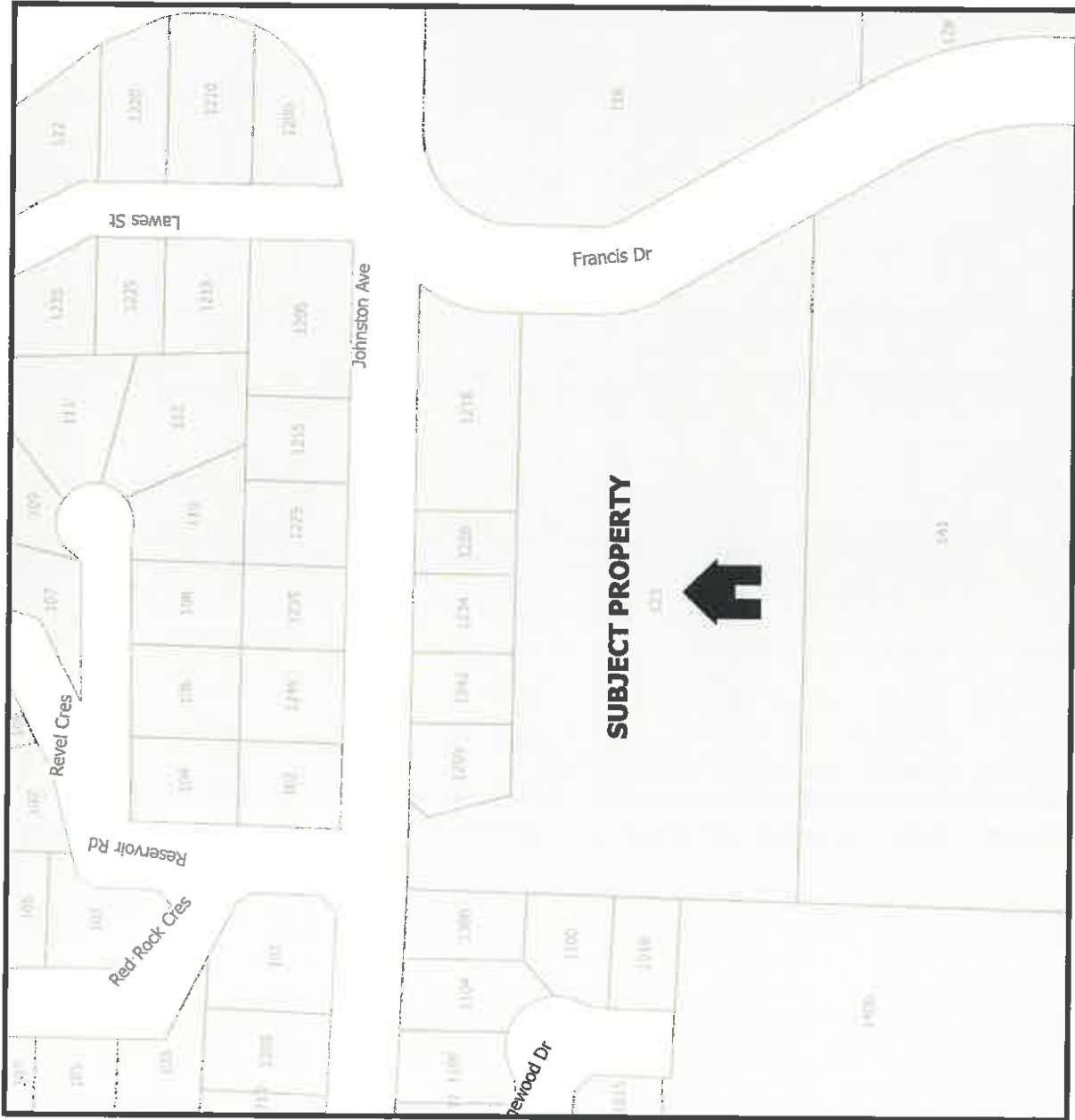
Kurt Inglis, Planning Assistant

Tate Bengtson, Chief Administrative Officer



**Development Variance Permit
Subject Property Map:**

**123 Francis Drive
0007-15-DVP-END
PID: 003-151-620**





SUBDIVISION OF LOT 4, SECTION 28, T14S, R4E, W10W, N07D, PLAN 2000 (AS PER SCHMIDT)

- LEGEND**
- PROPOSED GREENWAY TRAIL (ALIGNMENT PRELIMINARY)
 - PROPOSED GREENWAY TRAIL RIGHT-OF-WAY
 - Proposed new lot

KERRWOOD LEIDAL
ARCHITECTS & ENGINEERS

15 0 15
 Scale in Meters

Project No. 2009-1145
 Date 2009-11-25

PROPOSED GREENWAY TRAIL ALIGNMENT AND GREENSPACE DEDICATION
FIGURE 1

DATE OF ISSUANCE

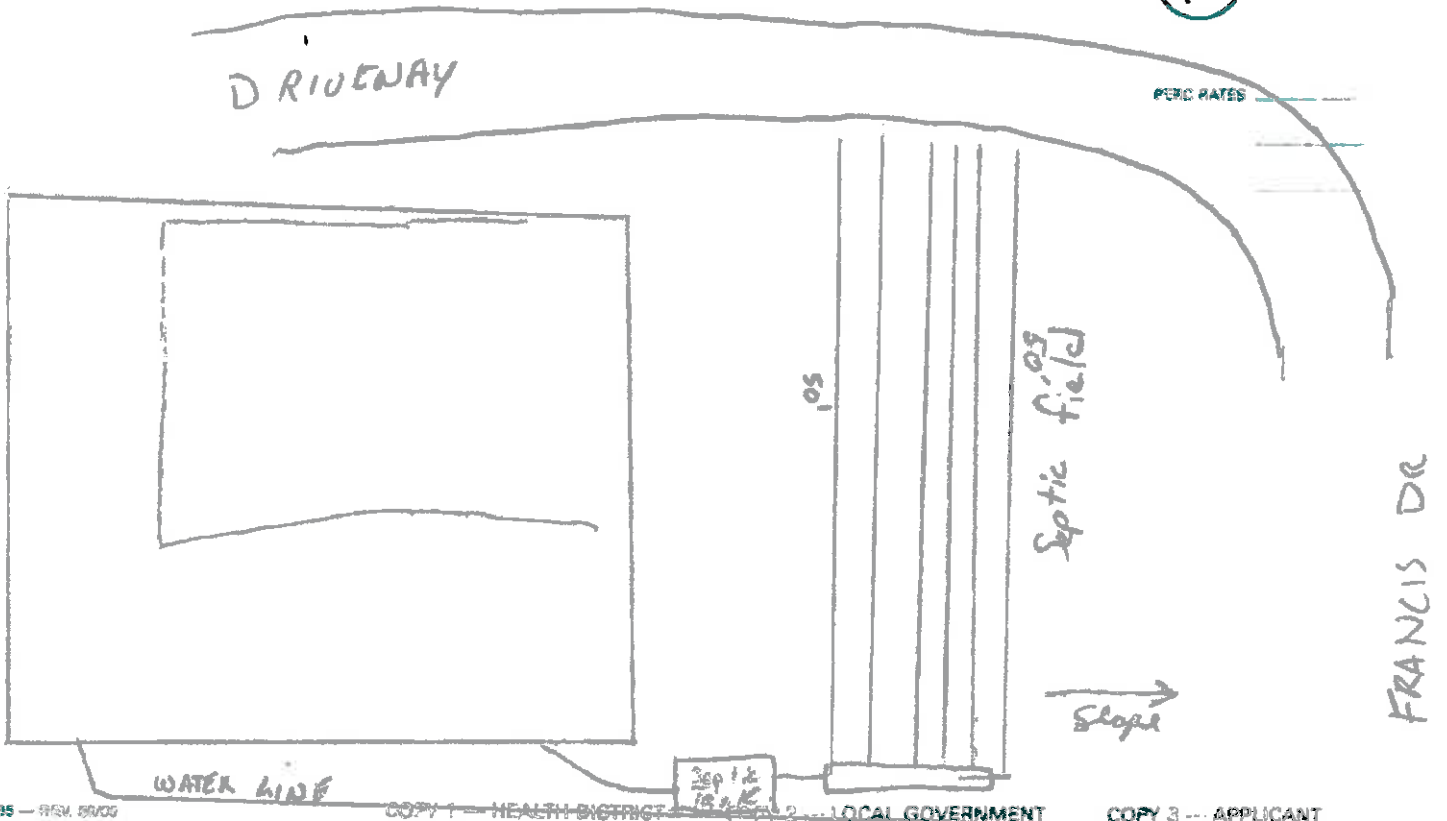
MEDICAL HEALTH OFFICER OR PUBLIC HEALTH INSPECTOR

NOTE. CONSTRUCTION MUST NOT COMMENCE UNTIL THIS PERMIT HAS BEEN SIGNED BY THE MEDICAL HEALTH OFFICER OR PUBLIC HEALTH INSPECTOR. AUTHORIZATION TO USE THE SEWAGE DISPOSAL SYSTEM MUST BE GRANTED IN WRITING BY THE AUTHORITY HAVING JURISDICTION BEFORE BACKFILLING. CHECK WITH YOUR LOCAL AUTHORITIES REGARDING BUILDING AND ZONING BY-LAWS. THIS PERMIT IS NOT TRANSFERABLE AND EXPIRES SIX MONTHS FROM DATE OF ISSUE.

REMARKS

CALCULATING PERC RATES <input type="checkbox"/> YES <input type="checkbox"/> NO	DATE OF FINAL INSPECTION
MEDICAL HEALTH OFFICER OR PUBLIC HEALTH INSPECTOR	

A PLOT PLAN SHOWING LOCATIONS OF BUILDINGS, SEPTIC TANKS, DISPOSAL FIELDS (YOURS AND YOUR NEIGHBOURS), ALL DRINKING WATER SOURCES, WATER LINES, PERCOLATION HOLES AND RESULTS, 4 FOOT TEST HOLES AND SURFACE WATERS MUST BE PROVIDED WITH THIS APPLICATION.



MLTH 135 - 8/24/00

COPY 1 - HEALTH DISTRICT

COPY 2 - LOCAL GOVERNMENT

COPY 3 - APPLICANT

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: June 5, 2015
Subject: Regional Growth Strategy Five-Year Review

RECOMMENDATION

THAT Council advises the Regional District of the North Okanagan that it would prefer a streamlined approach to the five-year review of the Regional Growth Strategy, with a major review deferred to 2021.

ALTERNATE RECOMMENDATION

THAT Council endorses the draft terms of reference for the five-year review of the Regional Growth Strategy, as presented in the background report by the Regional District of the North Okanagan dated March 31, 2015.

BACKGROUND

The Regional District of the North Okanagan adopted its Regional Growth Strategy (RGS) on September 21, 2011. The purpose of an RGS is to promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources. An extensive, award-winning, 3-year public process preceded the adoption of the RGS, which included feedback from 830 residents and 135 working group members, as well as consideration by various organizations including affected member municipalities. It resulted in 200 policy recommendations and responded to 1,400 local government comments. The RGS is a 71 page document that includes the following 8 regional policy areas: Urban Containment and Rural Protection, Agriculture and Food Systems, Water Stewardship, Environmental and Natural Lands, Economic Development, Transportation and Infrastructure, Housing, Governance and Service Delivery, and Energy and Emissions.

The City's major 2014 revision to its Official Community Plan (OCP) incorporated the required Regional Context Statement into its contents. A related congruency analysis confirmed that the City's OCP was consistent with the RGS.

The Local Government Act requires that a Regional District consider whether an RGS must be reviewed for possible amendment at least every 5 years [emphasis added]. Importantly, this implies that a Regional District is not obligated to undertake a review provided it considers the

matter, and nor is it prevented from performing a review at any point other than the 5-year mark. The below excerpts from the Local Government Act detail the pertinent legislation:

869 (1) A regional district that has adopted a regional growth strategy must

(a) establish a program to monitor its implementation and the progress made towards its objectives and actions, and

(b) prepare an annual report on that implementation and progress.

(2) At least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment.

(3) For the purposes of subsection (2), the regional district must provide an opportunity for input on the need for review from the persons, organizations and authorities referred to in section 855 (2).

Section 855 (2) of the Local Government Act, referenced in subsection 3, above, specifies that the opportunity for input on the need for review should be extended to its citizens, affected local governments, first nations, school district boards, improvement district boards, the Provincial and federal governments and their agencies.

On February 4, 2015, the Regional District endorsed proceeding with a 5-year review and supported the preparation of a Gas Tax grant to fund the review. The RDNO memorandum advised that a 5-year review can take between 1.5 to 5 years to complete, depending on the scope of the review.

On May 13, 2015, the City of Enderby received correspondence from RDNO asking for input on the terms of reference for the 5-year review. The accompanying RDNO memorandum detailed potential regional issues and proposed an 18-month, 4-phase review costing \$400,000. A portion of this cost would be grant funded. The memorandum indicated that the timeframe, scope, and process of the 5-year review would be reconsidered in the event that grant applications were unsuccessful.

On May 19, 2015, Council resolved as follows:

THAT this item be deferred pending Staff meeting with RDNO staff to discuss opportunities to streamline the process by making it member driven rather than staff driven.

Staff have discussed the matter with RDNO. The Manager for Planning and Building indicated that he welcomed input on other approaches. Further to that conversation, Staff have researched approaches used by other Regional Districts. While robust 5-year reviews do indeed occur, other approaches are used depending upon contextual merits.

For instance, the Squamish-Lillooet Regional District (SLRD) recently (May 2015) decided not to initiate a 5-year review and, instead, it commenced with a preliminary review at the committee level in order to identify key issues. The preliminary review committee would be comprised of a

planner with the SLRD as well as member municipalities, who would work to “scope” the potential issues. After that process was completed, the SLRD would then provide an opportunity for affected parties, including member municipalities, to provide input on the need for review, and only then would there be consideration of the need to review the RGS for possible amendment.

RDNO is presently asking for feedback from affected municipalities about the draft terms of reference. Council may wish to orient its evaluation around the following questions:

- 1) Does the scope of the proposed review meet the need, given the relative age of the RGS and scale of change to the North Okanagan region since 2011?
- 2) Are there items within the scope of the proposed review that are better addressed through a direct amendment application by a member municipality, electoral area, or other applicant, rather than within the 5-year review amendment process?
- 3) Are there items within the scope of the proposed review that are better deferred until the next 5-year review?

Should Council wish to recommend a more streamlined approach, Staff suggest that such input could take the form of a preliminary scope review involving each member municipality and Electoral Area identifying areas of concern with the RGS in its present format (such as policy gaps and needed revisions), and then use that as the basis for a streamlined approach. The scope review could be used to separate topics suitable for the 5-year review amendment from those which may be more suitable to an amendment initiated directly by a member municipality, Electoral Area, or other applicant. The scope review could also gather input for the development of new policies as appropriate.

Certain other matters proposed in the terms of reference, such as Statistical Research and Analysis, another Quality of Life survey, new Vision and Goals, and so forth, could be deferred to review at the 10-year mark, in 2021, at which point there is likely to be greater need for a robust update consistent with the proposed terms of reference. While the streamlined approach will likely produce a more modest amendment, given that the RGS is still relatively young, Council may consider such an approach to be more proportional to the need.

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: June 11, 2015
Subject: Public Art Policy

RECOMMENDATION

THAT Council adopts the attached Public Art Policy.

BACKGROUND

In response to a Council resolution passed at the May 19, 2015 Committee of the Whole meeting, Staff have developed a Public Art Policy (attached) related to the permanent placement of artwork in public spaces, to which all public art proposals would be subject.

The Public Art Policy provides clarity on the following issues:

- The requirement for all public art proposals to receive Council approval;
- The supporting information required for consideration of a public art proposal;
- Ownership and maintenance of public art; and
- The ability to remove a public art installation.

The Public Art Policy is intended to provide guidance for the permanent placement of art in public spaces under the administrative control of Council; the Policy is intended as a guideline for Council when considering public art proposals and it should be noted that Council may vary its Policy on a case-by-case basis. The policy as presented does nothing to add to Council's current authority, it simply provides a basis for clarity in decision-making and the ownership and maintenance of public art for both Council and the proponent.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

Policy Title	Public Art
--------------	------------

Effective Date	Adopted by	Replaces
June 15, 2015	Mayor and Council at the Regular Meeting of June 15, 2015	N/A

PURPOSE: To provide guidance for the permanent placement of artwork in public spaces under the City’s jurisdiction (public art).

POLICY: The permanent placement of artwork in public spaces (public art) will be subject to the following conditions:

1. Public art proposals are subject to Council approval and must:
 - a. Be made available to Council in advance; and
 - b. Provide reasonable detail on design, scale, and preferred location(s).
2. Unless there is a signed agreement between Council and the proponent stating otherwise, all public art:
 - a. Shall be owned and maintained by the City of Enderby; and
 - b. May be removed by Council resolution.
3. Council may vary the terms of ownership and maintenance of public art by entering into an agreement with the proponent.
4. Council should avoid restricting its ability to remove a public art installation as this may fetter a future Council's decision-making; notwithstanding this objective, Council may provide by written agreement that ownership of public art reverts back to the proponent in the event that it is removed by Council prior to a given date, which may also provide for sharing in the costs of removal.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1575

A BYLAW TO AMEND FEES AND CHARGES BYLAW NO. 1479, 2010

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

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

1. This bylaw may be cited as the "The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1575, 2015".
2. Schedule "3" of the Fees and Charges Bylaw No. 1479, 2010 is deleted and Schedule 3 attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this 1st day of June, 2015.

READ a SECOND time this 1st day of June, 2015.

READ a THIRD time this 1st day of June, 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	236.01
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

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.

SERVICE CONNECTIONS

- a) 100mm = dia. Sanitary Service At actual cost with minimum \$750.00 charge

- b) Greater than 100mm dia. Sanitary Service At Cost
or any connection requiring asphalt or rock
removal

- c) Robinson-Vetter on the Knoll sub-division Actual Fee \$750.00

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Barry Gagnon, Deputy CFO
Date: June 01, 2015
Subject: 2014 Annual Report

RECOMMENDATION

THAT Council Approves the 2014 Annual Report.

BACKGROUND

Attached is the 2014 Annual Report which must be prepared each year, made available for public inspection and Council must receive any questions and comments from the public per Section 98 and 99 of the Community Charter. The Report also includes other financial information, such as Council and staff remuneration, as required under the Financial Information Act.

The Annual Report was made available for public inspection Monday, June 01, 2015.

Respectfully submitted,



Barry Gagnon
Deputy Financial Officer

ANNUAL REPORT FOR THE CITY OF ENDERBY
FOR THE YEAR 2014

1. Audited Financial Statements

The 2014 Audited Financial Statements were presented and approved by Council on April 7, 2015. These along with other financial information are included in the attached Statement of Financial Information.

2. Statement of Permissive Property Tax Exemptions

The following properties in the City of Enderby were provided permissive tax exemptions by Council in 2014:

Name	Civic Address	Amount
Pioneer Place Society	1104 Belvedere Street	\$ 10,070
Enderby & District Senior Citizen's Complex Inc No S12884	606 Stanley Avenue	\$ 1,928
Enderby & District Senior Citizen's Complex Inc No S12884	1011 George Street	\$ 1,903
Enderby Seniors Housing Society	708 Granville Avenue	\$ 11,108
Enderby Fraternal Hall Society	507 Mill Avenue	\$ 640
Royal Canadian Legion Branch # 98	909 Belvedere Street	\$ 3,183
St. Andrew's United Church – Trustees	606 Regent Avenue	\$ 496
St. Andrew's United Church – Trustees	1110 Belvedere Street	\$ 340
Enderby Evangelical Chapel	104 Meadow Crescent	\$ 785
Enderby Evangelical Chapel	706 Mill Avenue	\$ 424
Synod Diocese Kootenay Armstrong-Enderby Parish	602 Knight Avenue	\$ 528
Synod Diocese Kootenay Armstrong-Enderby Parish	608 Knight Avenue	\$ 256
Enderby Jehovah Witnesses	115 George Street	\$ 1,602
Roman Catholic Pastor/Kamloops	1406 George Street	\$ 684
Imperial Oil Ltd. (City Hall parking lot)	907 George Street	\$ 2,393
City of Enderby (Drill Hall)	208 George Street	\$ 4,505
City of Enderby (Drill Hall parking lot)	206 George Street	\$ 1,045
City of Enderby (Drill Hall parking lot)	204 George Street	\$ 1,630
City of Enderby (Museum)	903 George Street	\$ 5,807
City of Enderby (Riverside Park & House)	112 Kildonan Avenue	\$ 7,784
City of Enderby (Info Centre)	700 Railway Street	\$ 1,850
Total Tax Exemptions for 2014		\$ 58,961

3. Report Respecting Municipal Services, Operations, and Progress Measures

This section reports on municipal services, operations, and progress in achieving 2014 objectives.

Conservation and Green Energy

- Implemented the Integrated Community Sustainability Plan.
- Completed major revisions to the Official Community Plan and Zoning Bylaw.

- Completed Infill and Redevelopment Analysis and implemented recommendations as part of Zoning Bylaw revision.
- Continued to explore a public/private partnership model for composting solutions with potential private sector partners.
- Introduced a metered rate structure and mock billing to promote water conservation.
- Celebrated Drinking Water Week in May with public awareness activities.

Infrastructure, Asset Management, and Drainage

- Completed design for the Regent Avenue pump station upgrade and prepared documents for public tender in Spring 2015.
- Reconstructed Mill Avenue from Belvedere Street to Maud Street. Mill Avenue from George Street to Belvedere Street completed in Spring 2015.
- Reconstruction of Belvedere Street from Cliff Avenue to Mill Avenue completed in Spring 2015.
- Obtained new water tender truck for Fire Department.
- Commenced sanitary sewer source control program with completion of Inflow and Infiltration Report.
- Deferred cleaning of Reservoir 2.
- Worked with Ministry of Environment to complete major update of sanitary sewer discharge permit and apply to reclassify sewer treatment plant.

Recreation, Public Spaces, and Programs

- Completed a conceptual design for Barnes Park with a renewed Spray Park and other features which promote active living, which was brought before the public in Spring 2015.
- Started conceptual design for improvements to Belvedere Park hand launch.
- Deferred planting new trees in Riverside Park north of the Arena and along Cliff Avenue between Sicamous Street and High Street to 2015.
- Organized the second annual Community Clean-Up Challenge.
- Supported the Girl Guides Spirit of Adventure Rendezvous event.
- Purchased and installed a digital billboard to promote community events to highway traffic and tourists.
- Worked with the Regional District to adopt the Development Cost Charges Bylaw for Parks, which was adopted in March 2015.
- Cooperated with Enderby Lions for paving and improvements to Riverside Park parking lot

Health, Safety and Food Security

- Continued to participate in Inter-Municipal Emergency Operations.
- Completed an active transportation strategy in partnership with Splatstin, Interior Health and Shuswap Trail Alliance.

Cooperation and Intergovernmental Matters

- Continued to work with Splatstin to identify common opportunities through the Splatstin-Enderby Joint Committee and Community-to-Community forums.

General and Operational

- Continued to invest 1% new taxation in asset management.
- Conducted 2014 elections.

- Selected a supplier and started implementation of a GIS mapping solution.
- Deferred launch of Electronic Home Owner Grant system to 2016.
- Launched new website.
- Increased water and wastewater certification of staff.

4. Declaration and Identification of Disqualified Council Members

None.

5. Annual Development Cost Charges Report

	Balance Dec 31/13	Received in 2014	Interest Earned in 2014	Expended in 2014	Balance Dec 31/2014
Sewer	53,816	1,931	1,064		56,811
Water	279,753	1,805	5,438		286,996
Storm Sewer	69,593		1,340	11,769	59,164
Roads/Curbs	94,328		1,817		96,145
Total	502,905	-	5,204		499,116

6. Off-Street Parking Reserve Fund for 2014

There are currently no funds in this reserve.

7. Objectives and Progress Measures for 2015

This section describes objectives and progress measures for 2015.

Cooperation and Partnerships

- Work with Enderby Memorial Terrace Society, BC Housing, and other stakeholders in support of Phase 2.
- Work with Splatsin on the implementation of Phase 2 of the Active Transportation Plan, which will create a design for the extension and enhancement of the Riverwalk.

Infrastructure and Asset Management

- Complete construction of the Regent Avenue pump station upgrade.
- Reconstruct Mill Avenue from George Street to Belvedere Street.
- Reconstruct Belvedere Street from Cliff Avenue to Mill Avenue.
- Reconstruct Vernon Street from Cliff Avenue to King Avenue.
- Continue crack sealing program to improve lifespan of roads.
- Upgrade sewer lift station alarm system and purchase new aerator for oxidation ditch.
- Upgrade program controls at water treatment plant to improve efficiency and resiliency.
- Implement a metered rate structure to promote water conservation.
- Continue to invest 1% new taxation in asset management.

Recreation and Public Spaces

- Integrate public feedback into conceptual design for Barnes Park.
- Purchase and install green gym in Barnes Park.
- Complete conceptual design and implement improvements for Belvedere Park hand launch.
- Plant new trees in Riverside Park north of the Arena.
- Organize Community Clean-Up Challenge.
- Contribute to the River Ambassadors Program and explore other measures to promote safety on the Shuswap River.
- Repaint pool basin.
- Install new social amenities at Belvedere-Cliff intersection.

Social Health, Food Security, and Public Safety

- Provide space for a gleaning hut.
- Host interagency meetings of social support providers.
- Commence formal source protection planning for drinking water sources.
- Continue with implementation of cross connection control program.
- Support Volunteer Fire Department to achieve training standards identified in BC Fire Service's new *Structure Firefighters Competency and Training Playbook*.

General and Operational

- Complete implementation of a GIS mapping solution.
- Launch Electronic Home Owner Grant system in 2016.
- Continue to provide a case managed approach to development applications.
- Prepare for direct delivery of Building Inspection service as of January 1, 2016.

City of Enderby

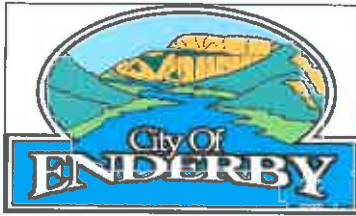
2014

Statement of Financial Position

Copy is available to be viewed at the counter at no charge

Individual pages at a cost of \$0.50 + GST per page

Or the complete package at a prescribed fee of \$5.00 + GST



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

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



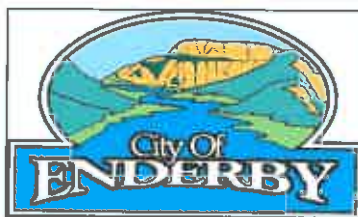
Jennifer Bellamy
Chief Financial Officer

Greg McCune
Mayor, City of Enderby

June 9, 2015

Date

Date



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

Management Report


The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Council is responsible for ensuring that management fulfils its responsibility for financial reporting and internal control.

The external auditors, Rossworn Henderson LLP Chartered Accountants, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by *The Act*. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to Council and to management.

On behalf of the Corporation of the City of Enderby


Jennifer Bellamy
Chief Financial Officer

**THE CORPORATION OF THE CITY
OF ENDERBY**

CONSOLIDATED FINANCIAL STATEMENTS

**December 31, 2014
(Audited)**

ROSSWORN HENDERSON LLP
Chartered Accountants

THE CORPORATION OF THE CITY OF ENDERBY

December 31, 2014

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INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of The Corporation of the City of Enderby

Report on the Financial Statements

We have audited the accompanying financial statements of The Corporation of the City of Enderby which comprise the consolidated statement of financial position as at December 31, 2014 and the consolidated statement of operations, consolidated statement of change in net debt, and consolidated statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the consolidated financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the City of Enderby as at December 31, 2014, and its operations, changes in its net debt, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

April 7, 2015
Enderby, BC

Chartered Accountants

Rossworn Henderson LLP is a Limited Liability Partnership registered in British Columbia

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Financial Position

As at December 31, 2014

	2014	2013
Financial assets		
Cash	\$ 492,582	\$ 974,751
Temporary investments	7,626,357	6,980,610
Accounts receivable (Note 3)	604,203	424,397
Deposit - Municipal Finance Authority (Note 4)	57,453	52,736
	<u>8,780,595</u>	<u>8,432,494</u>
Liabilities		
Accounts payable (Note 5)	478,132	449,179
Deferred revenue (Note 6)	834,975	941,836
Reserve - Municipal Finance Authority (Note 4)	57,453	52,736
Long term debt (Note 7)	3,324,885	3,704,383
	<u>4,695,445</u>	<u>5,148,134</u>
Net financial assets	<u>4,085,150</u>	<u>3,284,360</u>
Non-financial assets		
Prepaid expenses	59,715	41,486
Capital assets (Note 8)	24,706,275	24,855,797
	<u>\$ 28,851,140</u>	<u>\$ 28,181,643</u>
Accumulated surplus	\$ 28,851,140	\$ 28,181,643
Represented by:		
Trust funds	192,746	187,562
Operating fund	3,756,595	3,841,779
Reserves	2,474,659	2,052,912
Statutory reserves	1,045,749	947,977
Equity in tangible capital assets	21,381,391	21,151,413
	<u>\$ 28,851,140</u>	<u>\$ 28,181,643</u>

Director of financial services _____

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Financial Activities

For the year ended December 31, 2014

	2014 Budget	2014 Actual	2013 Actual
Revenue			
Taxation - net (Note 11)	\$ 1,773,827	\$ 1,746,318	\$ 1,668,585
Grants and subsidies (Note 12)	1,915,670	1,446,891	1,544,802
Sale of services (Note 13)	1,476,217	1,571,997	1,325,657
Other revenue from own sources	54,182	68,679	66,881
Interest and penalties	118,371	209,318	177,609
Recognition of restricted revenues		11,765	
	5,338,267	5,054,968	4,783,534
Expenditures			
General government services	901,294	755,779	689,806
Protective services	194,910	242,465	253,864
Transportation services	516,848	929,858	903,575
Environmental health services	132,767	109,735	121,819
Community development services	37,744	18,248	27,688
Recreational and cultural services	69,188	63,021	74,159
Area F services	833,507	815,013	805,690
Water supply	537,514	780,948	915,805
Sewer services	496,235	670,404	658,022
	3,720,007	4,385,471	4,450,428
Excess revenue over expenses	\$ 1,618,260	\$ 669,497	\$ 333,106
Loss on disposal of tangible capital assets			(123,712)
Annual surplus	1,618,260	669,497	209,394
Consolidated fund balance, beginning of year	28,181,643	28,181,643	27,972,249
Consolidated fund balance, end of year	\$ 29,799,903	\$ 28,851,140	\$ 28,181,643

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Change in Net Financial Assets

For the year ended December 31, 2014

	2014	2013
Annual surplus	\$ 669,497	\$ 209,394
Amortization of tangible capital assets	1,209,055	1,213,027
Change in prepaid expenses	(18,225)	(18,336)
Loss on sale of tangible capital assets		130,712
Acquisition of tangible capital assets	(1,059,537)	(961,048)
Increase (decrease) in net financial assets	800,790	573,749
Net financial assets, beginning of year	3,284,360	2,710,611
Net financial assets, end of year	\$ 4,085,150	\$ 3,284,360

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Change in Financial Position

For the year ended December 31, 2014

	2014	2013
Cash flows from operating activities		
Cash receipts	\$ 4,558,983	\$ 4,742,832
Cash payments to suppliers and employees	(3,027,141)	(3,339,890)
Interest received	209,318	177,609
Interest paid	(138,546)	(153,881)
	<u>1,602,614</u>	<u>1,426,670</u>
Financing activities		
Proceeds of long term debt	312,000	1,735,000
Debt repayment	(691,499)	(728,187)
	<u>(379,499)</u>	<u>1,006,813</u>
Investing activities		
Increase in capital assets (net of disposals)	(1,059,537)	(961,048)
Decrease (increase) in temporary investments	(645,747)	(1,336,419)
Proceeds on disposition		7,000
	<u>(1,705,284)</u>	<u>(2,290,467)</u>
Increase (decrease) in cash	(482,169)	143,016
Cash, beginning of year	974,751	831,735
Cash, end of year	\$ 492,582	\$ 974,751

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Equity in Tangible Capital Assets

For the year ended December 31, 2014

	2014	2013
Balance beginning of year	\$ 21,151,413	\$ 22,540,920
Contributions from revenue for:		
Acquisition of capital assets	1,059,537	961,048
Debt payments	648,181	670,641
Loss from sale/write down of tangible capital assets		(130,712)
Actuarial adjustments	43,315	57,543
Debt issued	(312,000)	(1,735,000)
Amortization	(1,209,055)	(1,213,027)
Balance end of year	\$ 21,381,391	\$ 21,151,413
Represented by:		
General	\$ 11,055,029	\$ 10,452,272
Water	5,467,194	5,733,105
Sewer	4,859,168	4,966,036
Balance end of year	\$ 21,381,391	\$ 21,151,413

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Cemetery Trust Funds

For the year ended December 31, 2014

	2014	2013
Cash	\$ 19,406	\$ 15,211
Temporary Investments	168,219	165,936
Interest earned	3,632	2,612
Other amounts collected	1,489	3,803
Surplus	\$ 192,746	\$ 187,562

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Operating Surplus

For the year ended December 31, 2014

	2014	2013
Operating Surplus		
Balance beginning of year	\$ 3,841,779	\$ 2,757,265
Annual surplus	669,497	209,394
Amortization	1,209,055	1,213,027
Transfers from (to) reserves	(524,700)	(514,386)
Capital expenditures	(1,059,537)	(961,047)
Debt issued	312,000	1,735,000
Debt principal payments	(691,499)	(728,186)
Capital disposal		130,712
Balance end of year	\$ 3,756,595	\$ 3,841,779
Represented by:		
General	2,102,080	2,416,262
Water	531,975	532,080
Sewer	735,224	608,053
Area F Services	387,316	285,384
Balance end of year	\$ 3,756,595	\$ 3,841,779

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Statutory Reserve Fund Activities

For the year ended December 31, 2014

	Tax sale lands reserve		Gas tax agreement		2014	2013
Balance beginning of year	\$	65,694	\$	882,283	\$ 947,977	\$ 838,278
Add: Amounts received during year				170,446	170,446	125,966
Interest earned		1,265		17,679	18,944	11,549
Less: Amount spent of projects		(7,645)		(83,973)	(91,618)	(27,816)
Balance end of year	\$	59,314	\$	986,435	\$ 1,045,749	\$ 947,977

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Statement of Reserve Fund Activities

For the year ended December 31, 2014

	2014	2013
Balance beginning of year	\$ 2,052,912	\$ 1,644,154
Additions		
Other contributions	633,543	557,418
Return on investments	39,619	22,340
Net interfund transfers		
Capital fund	(251,415)	(171,000)
	<u>\$ 2,474,659</u>	<u>\$ 2,052,912</u>

Summary of Reserve Fund Positions

General reserve

Fire department building and equipment	\$ 87,551	\$ 196,327
Asset management	112,110	44,469
Computer equipment	42,071	44,049
Streets	352,742	285,175
Fortune Parks	121,809	100,278
Equipment reserves	220,440	152,502
Other	468,406	412,280
	<u>1,405,129</u>	<u>1,235,080</u>

Sewer reserve

Future sewer capital	409,090	319,264
	<u>409,090</u>	<u>319,264</u>

Water reserve

Future water capital	660,440	498,568
	<u>660,440</u>	<u>498,568</u>
	<u>\$ 2,474,659</u>	<u>\$ 2,052,912</u>

The accompanying summary of significant policies, notes to financial statements and schedules are an integral part of these statements.

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2014

1. Status of the City of Enderby

The City of Enderby ("the City") is a municipality that was created on March 1, 1905 under the laws of British Columbia. The City provides municipal services such as public works, sewer, water, urban planning, fire protection services, and recreational and cultural services and other general government operations.

2. Significant Accounting policies

These consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards of the Canadian Institute of Chartered Accountants. The consolidated financial statements include the accounts of all funds of the City. All interfund transfers have been eliminated. The significant policies are summarized as follows:

a. Fund accounting

The resources and operations of the City are comprised of the funds listed below. Supporting schedules to the consolidated financial statements are included to show the financial activities and balance of each fund for supplementary information.

General Fund:

Accounts for operating and capital revenues and expenditures for the activities of the City except those included in the water and sewer funds and holds all property required for these purposes and related long term debt.

Water Fund:

Accounts for operating and capital revenues and expenditures for the water utility and holds all property required for these purposes and related long term debt.

Sewer Fund:

Accounts for operating and capital revenues and expenditures for the sewer utility and holds all property required for these purposes and related long term debt.

b. Basis of accounting

The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods and services and/or the creation of a legal obligation to pay.

c. School taxes

The City is required by *The School Act* to bill, collect and remit provincial education support levies in respect of residential and other properties on behalf of the Province, and school division special levies on behalf of school divisions. The City has no jurisdiction or control over the school division's operations or their mill rate increases. Therefore, the taxation, other revenues, expenses, assets and liabilities with respect to the operations of school boards are not reflected in these consolidated financial statements.

d. Investments

Temporary investments consist of term deposits in Canadian Chartered Banks and deposits with the Municipal Finance Authority pooled investment money market fund are recorded at cost plus earnings reinvested in the funds, which approximates their quoted market value. These investments are redeemable on demand and have an effective average interest rate of 1.71% (2013 - 1.73%).

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2014

e. Deferred revenue

Grants, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or tangible capital assets acquired.

f. Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses provides the Change in Net Financial Assets for the year.

i. Tangible capital assets

Capital assets consist of land, buildings, engineering structures, water and sewer infrastructure, roads, and machinery and equipment. Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the cost, construction, development or betterment of the asset. The cost less residual value, of the tangible capital assets are amortized on a straight line basis over their estimated useful life as follows:

Buildings	20 to 50 years
Machinery and equipment	6 to 30 years
Other structures	15 to 65 years
Roads	
Base layer	75 years
Top layer	15 to 25 years
Catch Basins	40 years
Sanitary sewer	5 to 30 years
Sewer mains	50 to 80 years
Storm drains	25 years
Water system	25 to 50 years

Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

g. Revenue recognition

Government grants and transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made. Transfers received for expenditures not yet incurred are included in deferred revenue.

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2014

Taxation revenues are recognized at the time of issuing property tax notices for the fiscal year. Sale of services and user fees are recognized when the service or product is provided by the City. All other revenue is recognized as it is earned and is measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods and services and/or the creation of a legal obligation to pay.

h. Debt charges

Debt charges, including principal, interest and foreign exchange are charged to current operations. Interest charges are accrued for the period from the date of the latest interest payment to the end of the year.

i. Capitalization of Interest

The City capitalizes interest on temporary borrowing until the completion of the project which is to be financed by debenture debt.

j. Reserves

Reserves for future expenditures represent amounts set aside for future operating and capital expenditures.

k. Budget figures

The budget figures are from the Financial Plan Bylaw No. 1539, 2014 adopted May 5, 2014. They have been reallocated to conform to PSAB financial statement presentation. Subsequent amendments have been made by Council to reflect changes in the budget as required by law.

l. Use of estimates

The consolidated financial statements of the City have been prepared by management in accordance with Canadian public sector accounting standards. As such, management is required to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. These estimates and assumptions are based on the City's best information and judgment and may differ significantly from actual results. The financial statements have, in the opinion of management been prepared using careful judgment within the reasonable limits of materiality and within the framework of the accounting policies identified.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

3. Accounts receivable

	2014	2013
Federal Government	\$ 38,593	\$ 19,512
Trade receivables	314,473	156,475
Taxes receivable - current	185,989	189,314
arrears	65,148	59,096
	\$ 604,203	\$ 424,397

4. Reserve - Municipal Finance Authority

The City issues its debt instruments through the Municipal Finance Authority. As a condition of these borrowings, a portion of the debenture proceeds are withheld by the Municipal Finance Authority as a debt reserve fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the Municipal Finance Authority. These demand notes are contingent in nature and are not reflected in the accounts. The details of the cash deposits and demand notes at the year end are as follows:

	Demand note	Cash deposits	2014	2013
General fund	\$ 39,681	\$ 21,780	\$ 61,461	\$ 50,482
Sewer fund	31,946	16,922	48,868	48,391
Water fund	31,200	18,751	49,951	49,423
	\$ 102,827	\$ 57,453	\$ 160,280	\$ 148,296

5. Accounts payable

	2014	2013
Trade payables	\$ 384,063	\$ 307,749
Wages payable	94,069	141,430
	\$ 478,132	\$ 449,179

6. Deferred revenue

	2014	2013
Deferred grants	\$ 71,274	\$ 177,216
Development cost charges	499,116	502,906
Prepaid revenue	174,594	173,407
Refundable deposits	89,991	88,307
	\$ 834,975	\$ 941,836

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

7. Long term debt

Bylaw number	Purpose	Term remaining	% rate	2014	2013
General fund					
1525	Road upgrades	20	3.300	\$ 312,000	\$
	Road upgrades	1		513,203	1,026,407
1494	Storm system upgrade	29	3.150	834,844	850,000
1502	Road upgrades	19	3.150	657,164	680,000
1503	Road upgrades	19	3.150	198,116	205,000
	Arena upgrades	1	pr + 1	23,400	56,800
				2,538,727	2,818,207
Water fund					
1214	System construction	3	5.950	55,941	72,841
1195	System construction	2	7.250	79,153	115,925
1317	System upgrade				
				135,094	188,766
Sewer fund					
1167	Sewage construction	1	3.000	5,961	11,638
1259	Sewage treatment plant	5	5.990	108,000	126,877
1474	System upgrade	17	3.250	358,069	372,596
1475	System upgrade	17	3.250	179,034	186,299
				651,064	697,410
Total long term debt - all funds				\$ 3,324,885	\$ 3,704,383

The municipality is committed to principal requirements, including sinking fund additions, over the next 5 years as follows:

	General fund	Water fund	Sewer fund
2015	\$ 591,956	\$ 56,356	\$ 48,357
2016	57,148	59,174	44,196
2017	59,434	19,564	46,072
2018	61,811		48,028
2019	64,284		50,068
2020 and subsequent periods	1,704,094		414,343
	\$ 2,538,727	\$ 135,094	\$ 651,064

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

8. Capital assets

	Cost	Accumulated amortization	2014	2013
General fund				
Land	\$ 1,659,516	\$	\$ 1,659,516	\$ 1,651,871
Building sites and parks	2,401,432	(1,191,168)	1,210,264	1,234,158
Engineering structures	257,683	(201,775)	55,908	30,962
Furniture & equipment	16,757	(1,160)	15,597	
Hydrants	186,643	(136,180)	50,463	53,399
Mobile equipment	2,142,435	(993,970)	1,148,465	961,096
Planters	118,329	(70,260)	48,069	52,600
Roads	12,746,736	(6,043,376)	6,703,360	7,035,684
Storm sewers	6,609,475	(4,522,520)	2,086,955	2,206,958
Assets under construction	615,160		615,160	43,753
	26,754,166	(13,160,409)	13,593,757	13,270,481
Water fund				
Buildings	966,257	(537,244)	429,013	453,478
Water mains	9,163,385	(5,725,056)	3,438,329	3,621,357
Water system	3,923,116	(2,188,171)	1,734,945	1,847,036
	14,052,758	(8,450,471)	5,602,287	5,921,871
Sewer fund				
Buildings	133,966	(36,841)	97,125	100,474
Sanitary sewer system	4,649,061	(1,875,214)	2,773,847	2,924,755
Sewer mains and lift stations	4,848,854	(2,297,787)	2,551,067	2,638,216
Assets under construction	88,192		88,192	
	9,720,073	(4,209,842)	5,510,231	5,663,445
	\$ 50,526,997	\$ (25,820,722)	\$ 24,706,275	\$ 24,855,797

9. Commitments and subsequent events

- (a) During the year, the City approved Upgrades to Mill Avenue Loan Authorization Bylaw Number 1544, 2014 in the amount of \$450,000.
- (b) The amount of vacation and banked time pay that has been accrued and is included in accounts payable for the current year. The estimated total liability for wages and benefits at December 31, 2014 is approximately \$66,669 (2013 -\$257,744). Of this amount \$66,669 (2013 -\$141,430) has been accrued and included in accounts payable.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

10. Contingent liabilities

- (a) Regional District of North Okanagan: The City is a member of the Regional District of North Okanagan and is liable for its portion of any operating deficits or long-term debt related to functions in which it participates.
- (b) Municipal Insurance Association of BC: Commencing December 31, 1987, the City of Enderby entered into a self insurance program with British Columbia municipalities and regional districts. The City is obliged under the program to pay a percentage of its fellow insured's losses. The City pays an annual premium, which is anticipated to be adequate to cover any losses incurred.
- (c) Pension Liabilities: The Municipality and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing Plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 182,000 active members and approximately 75,000 retired members. Active members include approximately 14 contributors from the City.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The Corporation of the City of Enderby paid \$77,033 (2013 - \$77,604) for employer contributions to the Plan in fiscal 2014.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

11. Taxation

Taxation revenue comprises the following amounts raised less transfers:

	Budget	2014	2013
Taxation			
General municipal purposes	\$ 1,276,470	\$ 1,247,907	\$ 1,165,595
1% utility taxes	52,039	51,964	60,781
Water parcel	226,470	227,354	224,252
Sewer parcel	218,848	219,105	217,953
Collections for other governments			
School District	949,060	954,786	936,537
Policing	133,459	134,276	131,339
Regional District	359,729	361,934	352,770
Regional Hospital District	126,439	113,885	108,735
Municipal Finance Authority	77	77	77
B.C. Assessment Authority	25,044	25,211	25,028
Regional library	99,958	100,568	97,186
	3,467,593	3,437,067	3,320,253
Transfers			
School District	949,060	954,786	936,537
Regional Hospital District	126,439	113,885	108,735
Regional District	359,729	361,933	352,764
Municipal Finance Authority	77	77	77
B.C. Assessment Authority	25,044	25,211	25,028
Okanagan Regional Library	99,958	100,581	97,188
Policing	133,459	134,276	131,339
	1,693,766	1,690,749	1,651,668
	\$ 1,773,827	\$ 1,746,318	\$ 1,668,585

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

12. Government grants and transfers

	Budget	2014	2013
Federal			
Community works fund - Gas tax	\$	\$ 170,446	\$ 125,966
Provincial			
Conditional	747,399	79,270	45,352
Fortune Parks - conditional			19,307
Small communities protection	454,827	453,849	453,295
Street lighting	700	1,269	704
Water conservation - conditional		1,000	182,136
	1,202,926	535,388	700,794
Other			
Animal control	6,112	19,512	19,231
Cemetery	25,155	40,068	39,416
Fortune Parks	681,477	681,477	659,395
	712,744	741,057	718,042
	\$ 1,915,670	\$ 1,446,891	\$ 1,544,802

13. Sales of Service

	Budget	2014	2013
Animal control	\$ 9,450	\$ 11,780	\$ 9,988
Building permits	250	1,082	1,660
Business licenses	11,710	12,497	14,150
Cemetery	15,000	12,444	18,740
Fire protection	224,775	215,230	71,762
Fortune Parks	151,000	233,599	152,248
Garbage collection and disposal	112,837	113,182	125,729
Sewer user fees	482,589	494,738	476,942
Water user fees	468,606	477,445	454,438
	\$ 1,476,217	\$ 1,571,997	\$ 1,325,657

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

14. Expenditures by object

	Budget	2014	2013
Advertising and publications	\$ 18,000	\$ 8,209	\$ 8,136
Amortization		1,209,055	1,213,027
Contracted services	439,441	339,912	361,549
Council grants	142,452	124,099	119,089
Insurance	73,288	63,537	71,918
Interest and bank charges	160,727	138,546	153,881
Maintenance	1,098,906	1,038,806	1,001,371
Materials and supplies	436,745	235,131	264,416
Professional fees	35,050	21,719	19,480
Salaries and benefits	1,237,174	1,141,893	1,179,199
Training, travel and conferences	66,550	53,009	48,574
Other costs	11,674	11,555	9,788
	<u>\$ 3,720,007</u>	<u>\$ 4,385,471</u>	<u>\$ 4,450,428</u>

15. Financial instruments

The City's financial instruments consist of cash, temporary investments, accounts receivable, accounts payable, deferred revenue, deposits and long term debt. The fair values of these financial instruments approximate their carrying values. It is management's opinion that the City is not exposed to significant interest, currency or credit risks arising from these financial instruments.

16. Comparative figures

Certain comparative figures have been reclassified to conform to the financial presentation adopted for the current year.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

17. Segmented information

The City of Enderby is a municipal government that provides a range of services to its citizens. For management reporting purposes the City's operations and activities are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

City services are provided by departments and their activities are reported in these funds. Certain departments have been separately disclosed in the segmented information, along with the services they provide, as follows:

General government services - Legislative, administration and finance

The function of the legislative department includes mayor and council is to set bylaws and policies for the governance of the City in accordance with the Community Charter. The function of the Administration Department is to coordinate the operation of the municipality in accordance with policies set by Council. The Administration Department is responsible for functions such as personnel, organizational changes, employee review and training, manpower planning, strategic planning, information systems, GIS and records management. The mandate of the Finance Department is to achieve excellence in customer service through the efficient and effective use of technology and personal service. Also, to provide operational efficiency, financial planning and accountability through the application of sound accounting practices and internal control. The Finance Department is responsible for functions such as financial records reporting and safekeeping; investment of municipal funds; advice and guidance to Council and Administration on financial matters; financial planning and budget development and analysis; property tax and utility user fee notification and collection; accounts payable and receivable; payroll, pension and benefits administration; records maintenance of tickets, fines and other municipal business.

Protective services - Fire and animal control services

The mandate of the Fire Department is to provide fire suppression service; fire prevention programs; training and education related to prevention, detection or extinguishment of fires. The mandate of Animal Control is to control the animal population and the issuance of dog licenses.

Public works services

The public works department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, and street lighting.

Environmental health services

The mandate of environmental health services is to provide for the collection, disposal and recycling services; and waste minimization programs of solid waste.

Community development services

Community development provides services to manage urban development for business interests, environmental concerns, heritage matters, local neighbourhoods and downtown, through City planning, community development, parks and riverbank planning. It ensures an acceptable quality of building construction and maintenance of properties through enforcement of construction codes, building standards and bylaws for the protection of occupants. It facilitates economic development by providing services for the approval of all land development plans, the application and enforcement of zoning bylaws, and the processing of building permit applications.

Recreational and cultural services

The recreational and cultural services mandate in cooperation with the Regional District is to provide for the maintenance of parks and open space.

Area F Services

The City administers Fortune Parks, Animal Control & Cemetery services for the citizens of Area F.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2014

18. Segmented Information (cont'd)

Water supply and services

The water department provides for the delivery of safe drinking water to the citizens of Enderby.

Sewer services

The sewer department provides for the collection and treatment of wastewater.

Certain allocation methodologies are employed in the preparation of segmented financial information. The General Revenue Fund reports on municipal services that are funded primarily by taxation such as property and business tax revenues. Taxation and payments-in-lieu of taxes are apportioned to General Revenue Fund services based on the Fund's net surplus. Certain government grants, transfers from and to other funds, and other revenues have been apportioned based on a percentage of budgeted expenses.

The accounting policies used in these segments are consistent with those followed in preparation of the consolidated financial statements as disclosed in Note 2. For additional information see the Consolidated Schedule of Segment Disclosure - Service (Schedule 1).

THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Schedule of Segment Disclosure - Service

For the year ended December 31, 2014

Schedule I

General revenue fund

	General government	Protective services	Transportation services	Environmental health services	Area F services	Other general services	Water supply	Sewer services	2014 Consolidation
Revenues									
Taxation	\$ 1,299,859	\$	\$	\$	\$	\$	\$ 227,354	\$ 219,105	\$ 1,746,318
Grants and subsidies	249,716		455,118		741,057		1,000		1,446,891
Sales of services	13,579	215,230		113,182	257,823		477,445	494,738	1,571,997
Other revenue from own sources	68,679								68,679
Interest and penalties	155,657				5,157		29,887	13,431	209,318
Restricted revenues recognized			11,765						11,765
	1,787,490	215,230	466,883	113,182	1,004,037	5,186	735,686	727,274	5,054,968
Expenses									
Advertising and publications	5,936				2,273				8,209
Amortization	46,336	73,610	498,423		29,695		319,584	241,407	1,209,055
Contracted services	64,652	32,000		107,410	55,278	80,502		70	339,912
Council grants	14,221				109,878				124,099
Insurance	49,349				14,188				63,537
Interest and bank charges	70,359				887		35,840	31,460	138,546
Maintenance	38,987	69,385	313,612		188,209		205,380	223,233	1,038,806
Material and supplies	115,413	995	1,638	248	107,605		5,163	4,069	235,131
Professional fees	20,109				1,610				21,719
Salaries and benefits	420,291	50,957	155,104	2,077	257,245	767	135,958	119,494	1,141,893
Trainings, travel and conferences	27,834	15,518			1,245		5,766	2,646	53,009
Transfers	(117,708)		(38,919)		46,900		73,257	48,025	11,555
	755,779	242,465	929,858	109,735	815,013	81,269	780,948	670,404	4,385,471
Excess (deficiency) of revenue and expenses	1,031,711	(27,235)	(462,975)	3,447	189,024	(76,083)	(45,262)	56,870	669,497
Loss on disposal of tangible capital assets									
Annual surplus	\$ 1,031,711	\$ (27,235)	\$ (462,975)	\$ 3,447	\$ 189,024	\$ (76,083)	\$ (45,262)	\$ 56,870	\$ 669,497



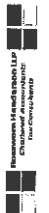
THE CORPORATION OF THE CITY OF ENDERBY

Consolidated Schedule of Segment Disclosure - Service

For the year ended December 30, 2013

Schedule I (cont'd)

	General revenue fund							2013 Consolidation	
	General government	Protective Services	Transportation Services	Environmental health services	Area F services	Other general services	Water supply		Sewer services
Revenues									
Taxation	\$ 1,226,380	\$	\$	\$	\$	\$	\$ 224,252	\$ 217,953	\$ 1,668,585
Grants and subsidies	171,318		453,999		737,349		182,136		1,544,802
Sales of services	15,810	71,762		125,729	180,976		454,438	476,942	1,325,657
Other revenue from own sources	66,881								66,881
Interest and penalties	120,840						34,344	16,012	177,609
	1,601,229	71,762	453,999	125,729	918,325	6,413	895,170	710,907	4,783,534
Expenses									
Advertising and publications	5,771				2,365				8,136
Amortization	43,849	86,987	481,319		28,430		331,035	241,407	1,213,027
Contracted services	52,880	32,821		119,397	52,538	98,873	3,288	1,752	361,549
Council grants	10,050				109,039				119,089
Insurance	53,013				18,905				71,918
Interest and bank charges	75,829				1,438				153,881
Maintenance	32,463	76,760	301,594		161,900	1,971	40,406	36,208	1,001,371
Material and supplies	52,853	418	5,585		107,740		212,123	214,560	264,416
Professional fees	19,480						93,690	4,130	19,480
Salaries and benefits	453,772	45,786	156,137	2,422	276,878	1,003	140,249	102,952	1,179,199
Training, travel and conferences	31,221	11,092	117		65		5,171	908	48,574
Transfers	(141,375)		(41,177)		46,392		89,843	56,105	9,788
	689,806	253,864	903,575	121,819	805,690	101,847	915,805	658,022	4,450,428
Excess (deficiency) of revenue and expenses	911,423	(182,102)	(449,576)	3,910	112,635	(95,434)	(20,635)	52,885	333,106
Loss on disposal of tangible capital assets	(123,712)								(123,712)
Annual surplus	\$ 787,711	\$ (182,102)	\$ (449,576)	\$ 3,910	\$ 112,635	\$ (95,434)	\$ (20,635)	\$ 52,885	\$ 209,394



THE CORPORATION OF THE CITY OF ENDERBY

Enderby/Area F Services

For the year ended December 31, 2014

Schedule II

	Fortune Parks	Animal control	Cemetery	2014	2013
Revenue					
Grants and subsidies	\$ 681,477	\$ 19,512	\$ 40,068	\$ 741,057	\$ 737,349
Sale of services	233,599	11,780	12,444	257,823	180,955
Interest and penalties	3,717	272	1,168	5,157	21
	918,793	31,564	53,680	1,004,037	918,325
Expenditures					
Advertising	2,273			2,273	2,365
Amortization	29,695			29,695	28,430
Contracted services	39,013	16,265		55,278	52,538
Grants	105,438		4,440	109,878	109,039
Insurance	14,188			14,188	18,905
Interest and bank charges	887			887	1,438
Maintenance	172,636	3,092	12,481	188,209	161,900
Materials and supplies	107,605			107,605	107,740
Professional fees	1,610			1,610	
Salaries and benefits	249,523	1,088	6,634	257,245	276,878
Training, travel and conferences	1,245			1,245	65
	724,113	20,445	23,555	768,113	759,298
Annual surplus (deficit)	\$ 194,680	\$ 11,119	\$ 30,125	\$ 235,924	\$ 159,027
Transfer to/from general fund					
Computer support	\$ 7,897	\$	\$	\$ 7,897	\$ 7,740
Finance overhead charges	21,373	2,204	5,140	28,717	28,158
Insurance allocation	2,240		560	2,800	2,746
Public works equipment allocation			3,716	3,716	4,048
Lease		3,770		3,770	3,700
	31,510	5,974	9,416	46,900	46,392
Net change in financial assets	163,170	5,145	20,709	189,024	112,635
Opening surplus	206,567	15,112	63,706	285,385	253,331
Debt principal repayments	(33,400)			(33,400)	(66,800)
Capital expenditures	(63,787)			(63,787)	(29,211)
Transfer to reserves	(19,600)			(19,600)	(13,000)
Transfer to/from capital	29,695			29,695	28,430
Area F accumulated surplus	\$ 282,645	\$ 20,257	\$ 84,415	\$ 387,317	\$ 285,385

**City of Enderby
Schedule of Employee Remuneration & Expenses
for Year Ended December 2014**

1 (1) (e)

Elected Officials

Name	Position	Remuneration	Expenses	Total
Tundra Baird	Councillor	8,661	2,538	11,199
Brad Case	Councillor	8,361	2,564	10,925
Howie Cyr	Mayor	15,179	3,816	18,995
Roxanne Davyduke	Councillor	627	285	912
Raquel Knust	Councillor	8,061	2,036	10,097
Beryl Ludwig	Councillor	8,634	3,474	12,108
Greg McCune	Mayor / Councillor	8,138	1,709	9,847
Brian Schreiner	Councillor	627	285	912
Earl Shipmaker	Councillor	6,894	-	6,894
Shawn Shishido	Councillor	627	285	912
Totals		65,809	16,992	82,801

Other Employees

Employees with Remuneration Exceeding \$75,000

Name	Position	Remuneration	Expenses	Total
Tate Bengtson	Chief Administrative Officer	97,563	2,095	99,659
Jennifer Bellamy	Chief Financial Officer	79,685	1,439	81,125
Barry Gagnon	Deputy Chief Administrative Officer	79,480	1,745	81,224
		256,728	5,280	262,008

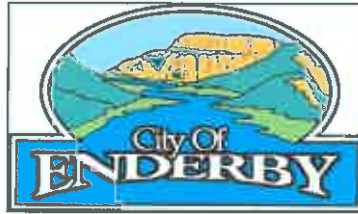
Employees with Remuneration of \$75,000 or Less

Consolidated total of other employees with remuneration of \$75,000 or less	723,725	17,331	741,056
Totals	980,453	22,611	1,003,064

Reconciliation:

Total remuneration - elected officials	65,809
Total remuneration - other employees	980,453
Subtotal	1,046,262
Reconciling Items:	
Benefits not taxable neither paid directly to employee	175,491
Accruals	17,424
Payroll expenses not directly attributable to employees	62,435
Total per Audited Financial Statements	1,141,893
Variance	0

6(7)(a)
6(7)(b)



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

THE CORPORATION OF THE CITY OF ENDERBY

STATEMENT OF SEVERANCE AGREEMENTS

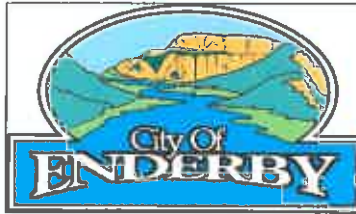
There were **no** severance agreements made between The Corporation of the City of Enderby and its non-unionized employees during fiscal year 2014.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)

**City of Enderby
Schedule of Payments to Suppliers of Goods & Services
for Year Ended December 2014**

1 (1) (f)

Supplier	Amount
ASPHALT SOLUTIONS	53,159
BAIRD BROS. LTD.	36,982
BARRY GAGNON AND ASSOCIATES LTD	37,171
B.C. HYDRO & POWER AUTHORITY	264,947
BEE JAY'S EXCAVATING LTD	28,234
BFI	129,732
CAPRI INSURANCE	64,218
CORIX UTILITIES INC	27,945
CORPORATION OF THE CITY OF VERNON	44,865
ELECTRIC MOTOR & PUMP SERVICE LTD.	42,179
ENDERBY & DISTRICT CHAMBER OF COMMERCE	90,515
FOCUS CORPORATION	40,682
GROUP SOURCE	50,378
GTI PETROLEUM	37,083
HUB FIRE ENGINES & EQUIPMENT	315,038
I.C.B.C.	25,457
M LAWSON GROUNDS MAINTENANCE	61,372
MODERN ENERGY MNGT	67,881
MONAGHAN ENGINEERING & CONSULTING LTD	133,618
MOUNCE CONSTRUCTION	477,198
MOUNTAIN VIEW ELECTRIC LTD	50,235
MUNICIPAL INSURANCE ASSOC.	39,881
MUNICIPAL PENSION PLAN	76,383
OKANAGAN AGGREGATES LTD.	58,831
RECEIVER GENERAL	53,801
REG. DIST. OF NORTH OKANAGAN	145,079
WATERHOUSE ENVIRONMENTAL SERVICES CORP	31,013
Total Payments to Suppliers Exceeding \$25,000	<u>2,483,877</u>
Payments to Suppliers of \$25,000 or Less	743,941
Payments of Grants & Contributions Exceeding \$25,000	-
Payments of Grants & Contributions of \$25,000 or Less	124,099
Subtotal	<u>3,351,917</u>
Reconciling Items:	
Employee Remuneration	1,141,893
Capital Expenditures	- 1,059,537
Expenses included in Remuneration	= 180,562
Amortization	1,209,055
Accruals, HST adjustments & other miscellaneous items	- 77,295
Total per Audited Financial Statements	<u>4,385,471</u>
Variance	<u><u>0</u></u>



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THE CORPORATION OF THE CITY OF ENDERBY

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

“This municipality for the year ended December 31, 2014, has not given any guarantees or indemnities under the Guarantees or Indemnities Regulation.”

Prepared under the Financial Information Regulation, Schedule 1, subsection 5



Regional District of North Okanagan
Building Permit Detail Report for May 2015

For Area: Enderby

Day:	Permit:	Owner:	Construction Location:	Builder:	Permit Desc:	Value:	Cumulative TOTAL:
Area:	Cost:				Units:	Fir Area:	
11	15-0115-END -BP	CHAPPLE, LAILA	Lot 2, Plan KAP27963, Twp , Sec , D/L 150, 406 HOWARD AVE Roll: 208 00566.004	TOTAL RESTORATION-DAN FORTIN	ACCSSRY BLDG (CARPORT)	\$12,652.67	\$12,652.67
	\$366.00				Unit 0	Sq.M.	
Enderby							
21	15-0124-END -BP	BRITISH COLUMBIA CONFERENCE	Lot 9, Plan KAP211A, Twp , Sec , D/L 150, 703 OLD VERNON ST Roll: 208 00212.000	OCANA CONSTRUCTION	COMMERCIAL BLDG (CHURCH)	\$150,000.00	\$162,652.67
	\$2,577.35				Unit 0	Sq.M.	
Enderby							

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: June 9, 2015
Subject: Enderby Community Canada Day Committee - Road Closure Applications

RECOMMENDATION

THAT Council receives the Enderby Community Canada Day Committee's Road Closure applications for information.

BACKGROUND

The Enderby Community Canada Day Committee has submitted two Road Closure applications (attached) for the annual Canada Day celebrations.

As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the applications.

Respectfully Submitted,



Kurt Inglis, Assistant Corporate Officer and Planning Assistant

**Schedule A
Application for a Temporary Road Closure for a Community Event**

Is this a first-time or relocated event? Yes (No)

Name of Sponsoring Organization Enderby Community Canada Day Committee

Name of Contact Person Madison Griesbrecht

Telephone or Email madison@enderbychamber.com

Name of Event Enderby Canada Day Celebrations

Date(s) of Closure July 1st 2015

Start time for Closure 7am End time for Closure 11:45am

Location of Closure (Marshallway Buss Ave)

Howard Ave, Belvidere Street, Cliff Ave.

Barricades & traffic control begin at 7 am, street closure will begin at 11 am

Required Attachments

- Map showing closure and emergency access route
- Petition of affected business owners (if applicable)
- Certificate of insurance (if applicable)

Indemnity: The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory [Signature] Date May 21st, 2015

Do Not Complete - For Administrative Purposes		
Approved by <u>Autel. Kunt (g)</u>	Date	<u>June 9, 2015</u>
Certificate of Insurance	<input checked="" type="radio"/> Yes	No N/A
Map	<input checked="" type="radio"/> Yes	No N/A
Petition of Affected Business Owners	<input checked="" type="radio"/> Yes	No <u>(N/A)</u>

**Schedule A
Application for a Temporary Road Closure for a Community Event**

Is this a first-time or relocated event? Yes **No**

Name of Sponsoring Organization Enderby Community Canada Day Committee

Name of Contact Person Madison Griesbrecht

Telephone or Email Madison@enderbychamber.com

Name of Event Enderby Canada Day Celebrations

Date(s) of Closure July 1st 2015

Start time for Closure 7am End time for Closure 4pm

Location of Closure King Ave local traffic slow
will not be effected

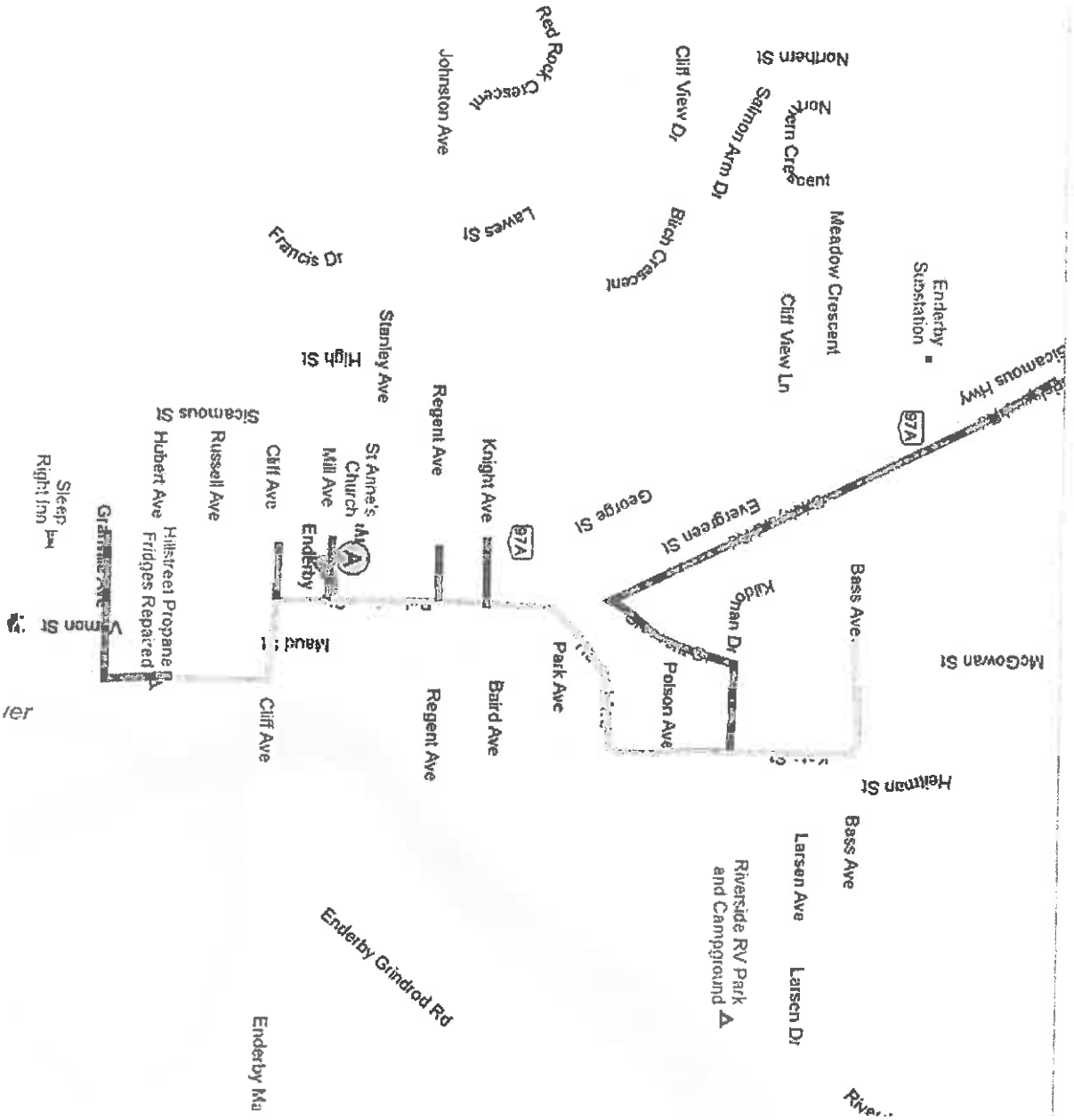
Required Attachments

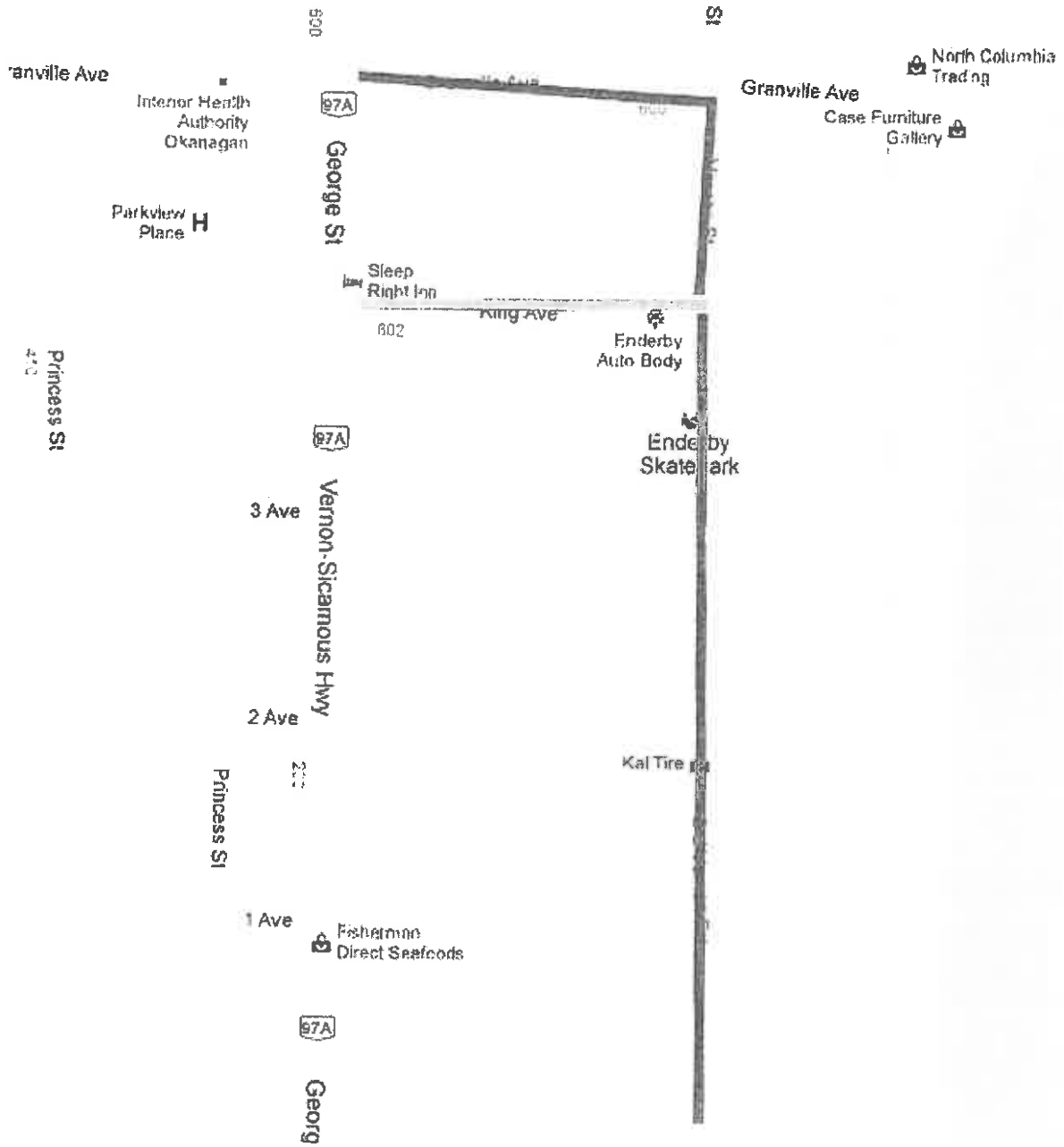
- Map showing closure and emergency access route
- Petition of affected business owners (if applicable)
- Certificate of insurance (if applicable)

Indemnity: The applicant agrees to indemnify and save harmless the City of Enderby from and against any and all claims, including but not limited to harm, damage, injury, or loss to body or property caused by, arising from, or connected with any act or omission of the applicant or any agent, employee, customer licensee or invitee of the applicant, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities, or services of the City. The applicant will be required to obtain and keep in force throughout the period of use insurance in a form specified by the City of Enderby unless waived in writing.

Authorized Signatory [Signature] Date May 21st, 2015

Do Not Complete - For Administrative Purposes			
Approved by	<u>Mark Kurt Inglis</u>	Date	<u>June 9, 2015</u>
Certificate of Insurance	Yes	No	N/A
Map	Yes	No	N/A
Petition of Affected Business Owners	Yes	No	N/A





Enderby Community Canada Day Committee

May 21st, 2015

Tate Bengtson
City of Enderby
Box 400
Enderby, BC V0E 1V0

Re: Enderby's Canada Day Celebration

Dear Tate Bengtson:

On July 1, 2015 The Enderby Community Canada Day Committee will host the annual Enderby Canada Celebration. This year's July 1 celebration will include a pancake breakfast hosted by the Lions Club, a parade, and activities in Barnes Park. Events at the park include games and prizes, classic car show, concession, cake, door prizes, and entertainment. The Enderby Canada Day Committee is requesting the closure of Howard Ave, Belvidere Street, Cliff Avenue, and King Ave for the 2015 Canada Day Celebration. Howard Ave, Belvidere Street, Cliff Avenue will be closed for about a 30 minute block at 11 am; King Avenue will be closed from around 8am to 4pm with the exception of local traffic. In addition the Enderby Community Canada Day Committee would like to request the use of barricades from City Works for the street closure.

The Enderby Community Canada Day Committee would like to thank City of Enderby for their continuing support of this event.

Thank you for your consideration.

Sincerely,



Madison Giesbrecht
250-309-8944
Enderby Community Canada Day Committee