

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, December 21, 2015
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of December 7, 2015](#)

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3. PUBLIC AND STATUTORY HEARINGS

4. PETITIONS AND DELEGATIONS

5. DEVELOPMENT MATTERS

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

7. BYLAWS – 3 Readings

[Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015](#)

[Amendment Bylaw No. 1583, 2015](#)

A bylaw to amend

pg 8-10

BYLAWS – Adoption

[Building Bylaw No. 1582, 2015](#)

A bylaw for the administration of the BC Building Code

pg 11-42

[Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1584, 2015](#)

A bylaw to amend Fees and Charges Bylaw No. 1479, 2010

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[Intermunicipal Emergency Operations Service Withdrawal Bylaw No. 1585, 2015](#)

A bylaw to withdraw from the intermunicipal agreement with the City of Vernon for the provision of Emergency Management Services

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8. REPORTS

[Enderby-Splatsin Riverwalk Extension and Enhancement Plan Adoption](#) – Memo

From Assistant Corporate Officer and Planning Assistant dated December 17, 2015

pg 48-129

[Building Inspection Detail Report – November 2015](#)

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Mayor and Council Reports

9. NEW BUSINESS

- a. [SILGA Convention](#) – Correspondence dated December 8, 2015 pg 131-132
Re: Call for Resolutions for 2016 Convention
- b. [BC/Yukon Command Royal Canadian Legion](#) – correspondence dated pg 133-136
December 9, 2015
Re: Ad in Military Service Recognition Book
- c. [Renaming of Preston West](#) – Memo from Assistant Corporate Officer and pg 137-138
Planning Assistant dated December 11, 2015
- d. [2016-2019 Operational Contribution Agreement with Shuswap Trail Alliance](#) – Memo from Assistant Corporate Officer and Planning Assistant pg 139-149
dated December 14, 2015

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

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

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, December 7, 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
Chief Financial Officer – Jennifer Bellamy
Assistant Corporate Officer and Planning Assistant – Kurt Inglis
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

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

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of November 16, 2015

The following amendment was made to Mayor McCune's report:

“Met with Greg Kylo and Norm Letnick. Ministry of Agriculture is working on a succession plan for dairy farming.”

Moved by Councillor Shreiner, seconded by Councillor Shishido that the minutes of the regular meeting of November 16, 2015 be adopted as amended.

Carried

BYLAWS – 3 Readings

Building Bylaw No. 1582, 2015

A bylaw for the administration of the BC Building Code

Moved by Councillor Case, seconded by Councillor Shishido that Building Bylaw No. 1582, 2015 be given three readings.

Carried

Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1584, 2015

A bylaw to amend Fees and Charges Bylaw No. 1479, 2010

Moved by Councillor Baird, seconded by Councillor Shishido that Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1484, 2015 be given three readings.

Carried

Intermunicipal Emergency Operations Service Withdrawal Bylaw No. 1585, 2015

A bylaw to withdraw from the intermunicipal agreement with the City of Vernon for the provision of Emergency Management Services

Moved by Councillor Case, seconded by Councillor Shishido that Intermunicipal Emergency Operations Service Withdrawal Bylaw No. 1585, 2015 be given three readings.

Carried

REPORTS

Councillor Baird

- Very busy week with Community Christmas events.
- Councillors Baird and Case met with Splatsin regarding the Riverwalk expansion.
- Grad transitions – the self directed learning model is being embraced and is working well.

Councillor Shishido

Arts Council:

- Finances are healthy.
- Choir being created. They are looking for a conductor.
- Music by the River is being taken over by another group.
- Will be promoting the rental opportunity of their office space.

Councillor Davyduke

- Chamber met with Community Futures and will be following up with potential programs.
- Business After 5 at Enderby Jewellers.
- Interagency meeting – guest speaker spoke to seniors health issues.
- Great work done by Councillors to get Community Christmas dinner served.
- Realtors Food Drive successful.
- Attended grand opening of Splatsin's new Community Centre.

Councillor Schreiner

- Attended Museum Annual General Meeting and also the Chamber of Commerce Annual General Meeting.
- Tate provided a brief update on the status of the Vernon Street and Regent Avenue upgrade projects:
 - Vernon St – 1st phase is done. 2nd phase will be complete by summer. Everything went relatively smoothly.
 - Regent Ave – Very close to completion. Project went well.

Councillor Knust

- FED hampers going out December 18th.
- FACT will be pursuing becoming a society after all rather than operating under the Resource Centre umbrella. The Food Bank (FED) will operate under FACT.
- Did a presentation at the high school about the Harvest Hut. A thank you letter will be sent to AL Fortune, thanking the students for volunteering with the Realtor's Food Drive.
- Attended the Shuswap Trails Healthy Coalition meeting.
- Attended an Interagency meeting.
- A thank you letter will be sent to the Fire Department, thanking them for inviting us to their Christmas party.
- Community Christmas Celebrations were very successful.
- Reminder – breakfast at AL Fortune on December 15th at 8:00 am; at MV Beattie on December 16th at 7:00 am.

Councillor Case

- Attended a "Truth and Reconciliation" workshop in Salmon Arm.
- Made a presentation about the history of the Cliffs at the Historical Society meeting at the Museum.
- Okanagan Historical Society is supportive of the Shuswap Trail Alliance plans for trails.
- Shuswap Trail round table strategy session. A Letter of Understanding being prepared regarding the direction being taken for the rail corridor trails.
- Realtor Food Drive was successful.
- Attended the Splatins' Community Centre grand opening.

Mayor McCune

- Spoke at the Splatins Community Centre grand opening.
- Address issues to be addressed for residents of Preston West Drive. Preston Crescent addresses being confused with Preston West Drive.
- Community Christmas Celebrations were a great success.

Disclosure of Contracts – Council – Memo from Chief Financial Officer dated December 1, 2015

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

NEW BUSINESS

2015 Business Walk Results – Memo from Assistant Corporate Officer and Planning Assistant dated November 30, 2015

The Assistant Corporate Officer and Planning Assistant provided review of his report.

Moved by Councillor Baird, seconded by Councillor Shishido that Council receives the report for information;

ANF THAT Council endorses undertaking a Business Walk on an annual basis.

Carried

Removal of Signatory for Banking – Memo from Chief Financial Officer dated December 1, 2015

Moved by Councillor Baird, seconded by Councillor Davyduke that Barry Gagnon be removed as a signatory for the General, Cemetery, Cemetery Care Fund, and Cemetery Donations Accounts in the name of The Corporation of the City of Enderby currently held at Enderby and District Financial.

Carried

Digital Billboard Sponsorship Application – Polar Dip

Moved by Councillor Case, seconded by Councillor Shishido that Council approve the digital billboard sponsorship application for the Enderby and Area Polar Dip event valued at \$700 in-kind.

Carried

Okanagan Regional Library – Correspondence dated November 27, 2015

Re: Appointments to Regional Library Board

Moved by Councillor Case, seconded by Councillor Davyduke that Councillor Baird be appointed to the Okanagan Regional Library Board for 2016;

AND THAT Councillor Schreiner be appointed as Alternate to the Okanagan Regional Library Board for 2016.

Carried

PUBLIC QUESTION PERIOD

Stacy Pavlov of the Advertiser commented on the data from the Business Walk and was surprised that the level of satisfaction from the business community was so high. She questioned the nature of the referrals to the Chamber of Commerce. These were for information and marketing related referrals.

Stacy Pavlov of the Advertiser asked if a date has been determined for the Public Open House for the Cliff Avenue conceptual designs. The Chief Administrator will be coordinating with the engineers and architects.

CLOSED MEETING RESOLUTION

Moved by Councillor Shishido, seconded by Councillor Davyduke that, pursuant to Section 92 of the *Community Charter*, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (b), (e), (i) and (k), and Section 90 (2) (b) of the *Community Charter*.

Carried

ADJOURNMENT

The regular meeting reconvened at 6:35 p.m.

The regular meeting adjourned at 6:35 p.m.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: November 20, 2015
Subject: Parks, Recreation and Culture Fees Bylaw

Recommendation

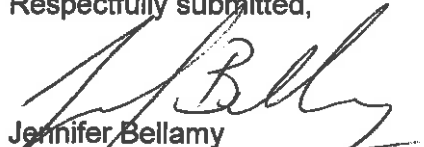
THAT the Commission recommends that Council enacts the attached bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1583, 2015".

Background

In 2016, Recreation Services is planning on providing new programs based on its program inventory analysis. Some of these programs have already been put in place for 2015. Under Section 194 of the Community Charter, fees imposed by a Municipality must be set by bylaw. As the cost of providing some of the programs (such as an program/event facilitator) will vary depending on the event or user group, a fixed fee in the bylaw is not feasible. In order to ensure that the legislative requirements are met, a line item has been added to the Parks, Recreation and Culture Fees Bylaw to allow the fees for programs with varying costs to be based on cost recovery.

Attached is the bylaw amendment.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY BYLAW No. 1583

A bylaw to amend Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015

WHEREAS The Council of the Corporation of the City of Enderby has adopted "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015";

AND WHEREAS Council wishes to amend the fees;

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

1. This Bylaw may be cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1583, 2015".
2. Schedule "A" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015" is deleted and Schedule "A" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this ____ day of ____, 2015.

READ a SECOND time this ____ day of ____, 2015.

READ a THIRD time this ____ day of ____, 2015.

ADOPTED this ____ day of ____, 2015.

Mayor

Chief Administrative Officer

SCHEDULE "A" – GENERAL CONDITIONS FOR RENTAL OR USE OF FACILITIES

1. All rental rates include the standard facility, with normal maintenance staff.
2. All rates include GST as applicable, unless stated otherwise. GST is not included in the prices for ball diamond rental, league ice rental, dry floor rental, and gazebo rental.
3. Facility rentals, unless exempted by Commission policy, are subject to the renter obtaining a General Liability Insurance Policy in accordance with the User Group Rating Schedule provided by the City of Enderby insurance provider as amended from time to time.
4. Ushers, ticket sellers, security forces, etc. are the responsibility of the renter (the City of Enderby reserves the right to provide such services at the Renter's expense).
5. Fees for additional programs provided through the Enderby and District Chamber of Commerce will be on a cost recovery basis.
6. Uses beyond the normal operating hours will require payment of additional labour costs.
7. The City of Enderby reserves the right to require a Performance Bond and/or Damage Deposit.
8. The Renter is responsible to ensure that the facility is vacated at the end of the event.
9. Entrance to or use of facilities will only be requested and approved on the Facility Rental Agreement. Prior entry for decorating, setup, etc. will be subject to the approval of the Facility Manager and noted on the application form.
10. The Renter must not exceed the maximum capacity allowed for the facility.
11. The Renter shall be responsible for loss or damage and assume all risk of injury (including death) to any person arising out of the use of the facility.
12. For all rentals involving the serving of liquor, the renter must carry a liability insurance policy naming the City of Enderby and the Regional District of North Okanagan as additional insured.
13. Should the renter cancel all or part of the rental period, within 30 days of the rental date, they shall not be entitled to any refund of the rental fee. All cancellations resulting in a refund of the rental fee will be subject to a ten (10) percent administration fee. Should the ice be re-rented the original renter will be entitled to a credit equal to the revenue generated by the re-rental to a maximum of the original renter's fees, less the administrative fee.
14. Interest in the amount of 2% per month shall apply on all account balances unpaid after 30 days.

15. Facility Rental Agreement:

Prior to use of any facilities, the Renter must complete a Facility Rental Agreement. This document includes a waiver or release, which must be read by the participant before signing. If the participant requests an explanation of the meaning of the waiver, the staff shall respond as follows:

It means that you have carefully read, clearly understand and voluntarily sign this participation, release and indemnification agreement. You intend, by signing this agreement, to adhere to all policies and procedures stated in this rental agreement.

Under no circumstances is the document to be signed without drawing the participant's attention to the waiver, and confirming that the proper liability insurance coverage is in place.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW No. 1582, 2015

A bylaw for the administration of the BC Building Code

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SECTION ONE – SCOPE AND APPLICABILITY

WHEREAS the Province of British Columbia has enacted the British Columbia Building Code to govern standards in respect of the construction, alteration, repair and demolition of buildings and structures in municipalities;

AND WHEREAS the Province by enactment has authorized Council, for the health, safety and protection of persons and property, to regulate the construction, alteration, repair or demolition of buildings and structures by bylaw;

AND WHEREAS it is deemed necessary to provide for the administration of the Building Code;

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

101 CITATION

This Bylaw may be cited as ***“City of Enderby Building Bylaw No. 1582, 2015”***.

102 SCHEDULES

The following schedule is attached to and forms part of this bylaw:

Schedule “A” Climate Values

103 PURPOSE OF BYLAW

1. This Bylaw shall, notwithstanding any other provision herein, be interpreted in accordance with Section 103.2.
2. This Bylaw is enacted and retained for the purpose of regulating construction in the general public interest within the area where this Bylaw has force and effect. The activities undertaken by or on behalf of the City pursuant to this Bylaw are for the sole purpose of providing a limited spot check for health, safety and the protection of persons and property. The purpose of this Bylaw does not include:
 - a. the protection of owners, owner/builders or constructors from economic loss;
 - b. the assumption by the City of any responsibility for ensuring the compliance by any owners, his or her representatives or any employees, constructors or designers retained by him or her, with the Building Code, the requirements of this Bylaw or any other applicable codes or standards;
 - c. providing any person a warranty of design or workmanship with respect to any building or structure for which a permit is issued under this Bylaw; or
 - d. providing a warranty or assurance that construction undertaken pursuant to building permits issued by the City is free from latent or any other defects.

104 PERMIT CONDITIONS

1. A permit is required whenever work regulated under this Bylaw is to be undertaken.
2. Neither the issuance of a permit under this Bylaw nor the acceptance or review of plans, drawings or specifications or supporting documents, nor any inspections made

by or on behalf of the City shall in any way relieve the owner or his or her representative from full and sole responsibility to perform the work in strict accordance with the Building Code, this Bylaw and all other codes, standards and applicable enactments.

3. It shall be the full and sole responsibility of the owner, and where the owner is acting through a representative, the representative, to carry out the work in respect of which the permit was issued in compliance with the Building Code, this Bylaw and all other applicable codes, standards and enactments.
4. Neither the issuance of a permit under this Bylaw nor the acceptance or review of plans, drawings or specifications or supporting documents, nor any inspections made by or on behalf of the City constitute in any way a representation, warranty, assurance or statement that the Building Code, this Bylaw or any other applicable codes, standards or enactments have been complied with.

105 SCOPE AND GENERAL EXEMPTIONS

1. This Bylaw applies to the design, construction and occupancy of new buildings and structures; the alteration, reconstruction, demolition, removal, relocation and occupancy of existing buildings and structures; and the installation of plumbing works.
2. As a general exemption to all regulations of this Bylaw, this Bylaw does not apply to:
 - a. buildings or structures exempted by Part 1 of the Building Code except as expressly provided herein;
 - b. accessory buildings less than 10 square metres in building area that do not create a hazard, on the condition that the building is sited in accordance with the City Zoning Bylaw;
 - c. accessory and agricultural buildings located in Country Residential Zones, are less than 55 m² in size, are no higher than one storey (6 metres) in height, do not contain plumbing and meet the requirements of the City Zoning Bylaw;
 - d. retaining structures 1.2 metres in height or less;
 - e. fences;
 - f. non-structural repairs or alterations to a building or structure or the repair or replacement of plumbing works;
 - g. bridges, except pedestrian and vehicle bridges attached to buildings;
 - h. docks or wharves, except where a building is constructed on a dock or wharf;
 - i. deck additions, except a deck where the difference in elevation between the deck surface and the ground surface at any point is 0.6 metres or more and on the condition that the deck is sited in accordance with the Zoning Bylaw;
 - j. greenhouses or other similar structures covered by a polyethylene film and intended to be used only for storage purposes or the production of agricultural products; on the condition that the structure is sited, and the uses are in accordance with the City Zoning Bylaw;
 - k. travel trailers and similar recreational vehicles within a commercial campground as designated by the City;
 - l. site services within a manufactured home park or a commercial campground as designated by the City; nor
 - m. site services for a bare land strata development under the *Strata Property Act*.

SECTION TWO – INTERPRETATION

In this bylaw the following words and terms have the meanings set out in section 1.4.1.2 of the building code as of the date of the adoption of this bylaw: *alteration, assembly occupancy, basement, building, building area, building height, business and personal services occupancy, care occupancy, chimney, constructor, coordinating registered professional, designer, detention occupancy, dwelling unit, excavation, field review, firewall, foundation, grade, high hazard industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, medium hazard industrial occupancy, mercantile occupancy, occupancy, private sewage disposal system, storey, registered professional, residential occupancy and unsafe condition.*

In this bylaw, unless the context otherwise requires:

AGRICULTURAL BUILDING means a building or structure, the use or intended use of which is agricultural and specifically includes providing for the growing, rearing, producing, and harvesting of agricultural products; includes the preliminary grading of such products for shipment, and specifically includes riding stables, dog kennels, nurseries, greenhouses, and the keeping of pigeons, doves, or other animal or birds of the like kind, feed lots, fish farms, piggeries, mushroom growing, and the keeping of bees, horses, sheep, goats, dairy cows, fur bearing animals, rabbits, poultry or other animals or birds of like kind.

BUILDING CODE means "The British Columbia Building Code" as adopted by the Minister and as amended or re-enacted from time to time.

BUILDING OFFICIAL includes the Chief Building Inspector, Building Inspectors, Plan Checkers and Building Technicians retained by the City.

CHIEF ADMINISTRATIVE OFFICER means that person appointed the City Council pursuant to Section 147 of the *Community Charter*.

CISTERN SYSTEM means a private water system consisting of facilities for the storage and distribution of potable water which is supplied by the collection and treatment of surface, groundwater or delivered water and includes all tanks, reservoirs, pipes, pumps, power supplies and mechanical and plumbing components of such a water system.

CITY means the Corporation of the City of Enderby as described by its letters patent and amendments thereto.

CIVIC USE means a use as may be defined by the City Zoning Bylaw.

CLASS OF OCCUPANCY means the major occupancy group for which a building or part thereof is used or intended to be used according to the classification set out in the Building Code.

COMMUNITY SANITARY SEWAGE SYSTEM means a system of works which is established and operated in accordance with provincial legislation and regulations that may apply, for the collection, treatment and disposal of sanitary sewage.

COMMUNITY WATER SYSTEM means a system of works, which is established and operated in accordance with provincial legislation and regulations that may apply, for the provision of water to more than one single family residence, and which is owned, operated and maintained by the City, a Strata Corporation, Improvement District, Irrigation District, Water Utility, Water Users' Community, or other body.

COMPLEX BUILDING means those buildings to which Part 3 of the Building Code applies and specifically includes:

- a. all buildings used for major occupancies classified as:
 - i. assembly occupancies;
 - ii. care or detention occupancies; and
 - iii. high hazard industrial occupancies.
- b. all buildings exceeding 600 square metres in building area or exceeding three storeys in building height used for major occupancies classified as:
 - i. residential occupancies;
 - ii. business and personal services occupancies;
 - iii. mercantile occupancies; and
 - iv. medium and low hazard industrial occupancies.

CONSTRUCTION VALUE means the total cost of a proposed building or structure determined from an executed construction contract or an estimated value of the building or structure established by the Building Official in the absence of a contract.

FEES AND CHARGES BYLAW means the City of Enderby Fees and Charges Bylaw No. 1479, 2010, as amended from time to time.

FLOOR AREA means the space on any story of a building between the exterior walls including the space occupied by interior walls and partitions, but not including the floor area of basements, attached garages, sheds, open porches, or breezeways.

HEALTH AND SAFETY ASPECTS OF THE WORK means design and construction regulated by Part 3, Part 4, and sections 9.4, 9.8, 9.9, 9.10, 9.12, 9.14, 9.15, 9.17, 9.18, 9.20, 9.21, 9.22, 9.23, 9.24, 9.31, 9.32, and 9.34 of Part 9 of the Building Code.

HOLDING TANK SEWAGE DISPOSAL PERMIT means a permit issued by the *City of Enderby*.

OFFICIAL COMMUNITY PLAN means a bylaw adopted pursuant to Section 876 of the *Local Government Act* by the City.

PARK MODEL RECREATION UNIT means a recreational vehicle designed as living quarters for seasonal recreation accommodation, which can be relocated on occasion, and must be connected to those utilities necessary for the operation of installed fixtures and appliances, and has a Gross Floor Area, including lofts, not exceeding 50 square metres (538.2 square feet) when in the setup mode, and has a width greater than 2.6 metres (8.5 feet) and less than 4.42 metres (14.5 feet) in the transit mode. A park model recreational vehicle must conform to CAN/CSA-Z241 Series Standard (dated 1992 or later) and is not a trailer as defined by this bylaw.

REGISTERED PROFESSIONAL means:

- a. a person who is registered or licensed to practice as an architect under the *Architects Act* and has experience in the practice of architecture; or

- b. a person who is registered or licensed to practice as a professional engineer under the *Engineers and Geoscientists Act* and has experience in the relevant branch of engineering or geoscience.

RE-INSPECTION means any additional inspection required as a result of faulty or deficient work, work not completed or work covered-up prior to inspection.

REPRESENTATIVE means a person authorized by a property owner to represent the owner where permitted by this Bylaw.

RETAINING STRUCTURE means a structure that is subject to lateral earth pressure, is laterally unsupported at the top and retains more than 1.2 metres of soil material measured as the difference between the finished grade at the top and bottom of the structure.

SIGN means a structure that is subject to a bylaw in respect of signs enacted by the City.

SIMPLE BUILDING means those buildings to which Part 9 of the Building Code applies; being buildings of three storeys or less in building height, having a building area not exceeding 600 square metres and used for major occupancies classified as:

- a. residential occupancies;
- b. business and personal services occupancies;
- c. mercantile occupancies; or
- d. medium and low hazard industrial occupancies.

SPECIAL INSPECTION means an inspection not listed in Section 903.2 including inspection of a building site, a building to be moved, an existing building for the purpose of change in occupancy classification or where a permit has expired.

STRUCTURE means constructed works of any kind, whether fixed to, supported by or sunk into land or water; but specifically excludes landscaping, fences, flag poles, patios, paving and retaining structures 1.2 metres in height or less.

SWIMMING POOL means any constructed or pre-fabricated structure for holding water for the purpose of bathing or swimming having a surface area of more than 15.0 square metres and a depth of more than 0.5 metres.

ZONING BYLAW means a bylaw adopted by the City pursuant to Section 903 of the *Local Government Act*.

SECTION THREE – PROHIBITION AND ENFORCEMENT

301 PROHIBITIONS

1. No person shall commence or continue any construction, alteration, reconstruction, demolition, removal or relocation of any building or structure, or other work related to construction, unless a Building Official has issued a permit for the work as outlined in this Bylaw.
2. No person shall install a manufactured home or park model recreational unit unless a Building Official has issued a permit for the work as outlined in this Bylaw.
3. No person shall change the Class of Occupancy of an existing building contrary to this Bylaw, the Building Code, the *Local Government Act* or any other applicable bylaw or Provincial statute unless a Building Official has issued a permit for the change as outlined in this Bylaw.
4. No person shall move a building or structure unless a Building Official has issued a permit for the moving of the building or structure as outlined in this Bylaw.
5. No person shall demolish a building or structure unless a Building Official has issued a permit for the demolition as outlined in this Bylaw.
6. No person shall erect a sign structure unless a Building Official has issued a permit for the sign structure as outlined in this Bylaw.
7. No person shall submit any false or misleading information in an application for a permit or in regards to any other submissions as outlined in this Bylaw.
8. No person shall do any work that is at variance with the approved design, plans or specifications of a building, structure or other works for which a permit has been issued unless that variance has been approved in writing by a Building Official.
9. No person shall occupy or use any building or structure unless an Occupancy Permit or Provisional Occupancy Permit has been issued by a Building Official for the building or structure.
10. No person shall occupy or use any building or structure contrary to the terms of any permit issued or any notice given by a Building Official.
11. No person shall, unless authorized in writing by a Building Official, reverse, alter, deface, cover, remove or in any way tamper with any notice, permit, or certificate posted upon or affixed to a building or structure pursuant to this Bylaw.
12. No person shall obstruct the entry of a Building Official or other authorized official of the City on property in the administration and enforcement of this Bylaw.

302 GENERAL PENALTIES

1. Every person who contravenes any provision of this Bylaw commits an offence punishable on summary conviction and shall be liable to a fine of not more than \$10,000.00 or to imprisonment for not more than six months.

2. Each day during which a violation is continued shall be deemed to constitute a new and separate violation.

303 'STOP WORK ORDER' NOTICE

1. A Building Official may order cessation of any work that is proceeding in contravention of the Building Code, this Bylaw or a permit issued pursuant to this Bylaw by posting a 'Stop Work Order' notice in the form provided by the City.
2. The owner of property on which a 'Stop Work Order' notice has been posted, and every other person, shall cease all construction work immediately and shall not do any work other than work expressly authorized or required by the Building Official, until all applicable provisions of this Bylaw have been complied with and the 'Stop Work Order' notice has been rescinded by a Building Official.
3. Every owner who commences work requiring a permit without first obtaining such a permit shall, if a 'Stop Work Order' notice is issued, pay a penalty equal to double the permit fee for construction valued up to \$1,000,000 (one million dollars), such penalty not to exceed \$1,500 (one thousand five hundred dollars) and 15% (fifteen percent) of the Building Permit fee for construction valued at \$1,000,000 (one million dollars) or more, such penalty not to exceed \$15,000 (fifteen thousand dollars) prior to obtaining the required permit. Construction work shall be deemed to have commenced when:
 - a. concrete pouring or other foundation work related to construction has begun;
 - b. a building or manufactured home has been moved onto its new location;
 - c. a concrete slab, which is intended to be part of a building or structure, has been poured; or
 - d. equivalent work is in place when other building systems are used.

304 'DO NOT OCCUPY' NOTICE

1. Where a person occupies a building or structure or part of a building or structure in contravention of this Bylaw a Building Official may post a 'Do Not Occupy' notice in the form provided by the City on the affected part of the building or structure.
2. The owner of property on which a 'Do Not Occupy' notice has been posted, and every other person, shall cease occupancy of the building or structure immediately and shall refrain from further occupancy until all applicable provisions of this Bylaw have been complied with and the 'Do Not Occupy' notice has been rescinded by a Building Official.

305 NOTICE ON TITLE

1. Upon payment of the Administrative Charge as specified in the Fees and Charges Bylaw, an owner of land with respect to which a 'Notice on Title' has been filed pursuant to Section 57 of the *Community Charter* may apply to the Building Inspection Department for a report concerning the cancellation of the Notice as provided in Section 58 of the *Community Charter*.

SECTION FOUR – BUILDING OFFICIALS

401 The Chief Administrative Officer and the Chief Building Inspector shall administer this Bylaw.

402 Building Officials:

1. shall keep records of any applications; permits, and notices issued; inspections and tests made; and shall retain copies of all documents related to the administration of this Bylaw for a period as may be established by City policy from time to time;
2. may, if requested to do so and upon payment of the Evaluation Fee specified in the Fees and Charges Bylaw, review evidence to consider whether new or alternative types of materials, products or methods of construction used in the construction of a building or structure substantially conform to the requirements of the Building Code;
3. may undertake an equivalency evaluation to determine the suitability and if appropriate, approve the use of equivalent materials, appliances, systems, equipment, methods of design and construction procedures under the terms and conditions as specified in the Building Code;
4. may determine the compliance of an application with this Bylaw, the Building Code, the *Local Government Act*, the *Community Charter*, or any other applicable bylaw enacted by the City or Provincial statute;
5. may enter any land, building or premises at any reasonable time for the purpose of ascertaining that the terms of this Bylaw are being observed;
6. shall, where any residence is occupied, obtain the consent of the occupant or provide written notice to the occupant 24 hours in advance of entry;
7. shall carry credentials confirming his or her status as a Building Official;
8. may order the correction of any work that is being or has been done in contravention of the Building Code, this Bylaw or any permit issued pursuant to this Bylaw; and
9. may issue or refuse to issue a permit, notice or certificate as outlined in this Bylaw; under terms as outlined in this Bylaw, the Building Code, the *Local Government Act*, the *Community Charter*, or any other applicable bylaw enacted by a City or Provincial statute.

SECTION FIVE – RESPONSIBILITIES OF THE OWNER

501 Every owner:

1. shall ensure that all work in respect of which a permit has been issued complies with the permit, the Building Code, this Bylaw and all other applicable codes, standards and enactments respecting safety;
2. to whom a permit is issued pursuant to this Bylaw, shall be responsible for the cost of repair of any damage to public works or public property that occurs in the course of construction works;
3. shall allow a Building Official to enter the property at any reasonable time or times for the purpose of administering or enforcing this Bylaw;
4. shall immediately stop work on a building or structure in respect to which a Building Official has posted a 'Stop Work Order' notice;
5. shall obtain from a Building Official written permission to resume construction that has been suspended by a 'Stop Work Order' notice;
6. shall immediately vacate the building or portion of a building in respect to which a Building Official has posted a 'Do Not Occupy' notice;
7. shall obtain from a Building Official written permission to resume occupancy of a building after the issuance of a 'Do Not Occupy' notice;
8. before the commencement of any on-site construction work, shall obtain:
 - a. a permit as specified in Sections 601.1, 1001.1 and 1101.1 of this Bylaw,
 - b. a permit as specified in this Bylaw relating to a proposed change in the Class of Occupancy of an existing building or part of it,
 - c. any other permit or approval as required in this Bylaw in connection with the proposed work;
9. shall obtain an inspection and approval of the construction works as indicated on a permit or as provided in Section Nine of this Bylaw;
10. to whom a building permit is issued, shall obtain from a Building Official an Occupancy Permit as provided in this Bylaw;
11. to whom a permit is issued, shall during construction keep a copy of the approved designs, plans and specifications on the property; keep the permit posted in a conspicuous place on the property; and post the civic address on the property in a location that is readable from the frontage public road.

SECTION SIX – GENERAL PROVISIONS FOR BUILDING PERMIT APPLICATIONS

601 GENERAL PROVISIONS

1. Every owner shall apply for and obtain a permit before:
 - a. constructing, or undertaking structural repair or alteration of a building or structure related to the inspections undertaken pursuant to this Bylaw as outlined in Section Nine;
 - b. installing plumbing systems related to the inspections undertaken pursuant to this Bylaw as outlined in Section Nine;
 - c. constructing a new masonry chimney, installing a new metal chimney for a solid fuel burning appliance or installing a new solid fuel burning appliance; or
 - d. constructing works on a property to which a building or manufactured home is to be moved.
2. Each building or structure to be constructed on a parcel requires a separate application for a permit and shall be assessed a separate application fee as determined in accordance with the Fees and Charges Bylaw. The Application Fee is non-refundable.
3. An application for a permit for a building or structure shall expire six months after the application date if any requested documents, professional certificates or approvals have not been submitted; or after notification to the Owner that a permit is issuable and the permit fee has not been paid. A Building Official may destroy any material that has not been retrieved by the applicant if the application has expired.

602 APPLICATION EXEMPTIONS

1. Except as required to meet specifications of the Building Code, a Building Official may waive information requirements specified for an application for a permit for a building or structure where the size, simplicity or details of the proposed construction can be adequately evaluated without such information.
2. An application for a permit for an accessory building may be submitted with only a Site Plan and two sets of Construction Plans consisting of a Foundation Plan, two Building Elevations and one Cross Section Drawing; all as detailed in this Section.
3. An application for the structural repair of a building or structure, the installation of a chimney or the construction of a structure may be submitted with a Site Plan and only those Construction Plans relevant to the proposed works; all as detailed and at the scale specified in this Section.
4. An application to accompany a Moving Permit Application may be submitted with only those Construction Plans relevant to the reconstruction at the new building site.
5. General exemptions from *all* regulations of this Bylaw are provided in Section 105.2 of this Bylaw.

603 MANUFACTURED HOMES

1. An application for the installation of a manufactured home that does not comply with the construction standard specified by the City or the Building Code shall include the following reports and plan confirming that the manufactured home substantially complies with or is equivalent to following codes or standards.
 - a. A report from a Registered Professional which states that the manufactured home substantially complies with the current Structural Design requirements of the Building Code.
 - b. A report from a licensed tradesperson or the Electrical Safety Officer that the manufactured home substantially complies with the Canadian Electrical Code.
 - c. A report from a licensed tradesperson or the Gas Safety Officer that manufactured home substantially complies with the Natural Gas and Propane Installation Code.
 - d. A floor plan showing room and building egress, electrical smoke alarm(s) installation and solid fuel burning appliance(s) installation to substantially comply with the Building Code.

604 PROFESSIONAL DESIGN AND FIELD REVIEW

1. Where a Building Official considers that the site conditions or the size or complexity of the development or an aspect of the development warrants, a Building Official may require an owner to provide a design, certification or a field review from a Registered Professional, supported by Letters of Assurance as outlined in the Building Code, that the plans submitted with the application for a permit, or specified aspects of those plans, comply with this Bylaw, the Building Code and other applicable enactments respecting safety; and

Where Letters of Assurance are provided, the Registered Professional shall also provide a report on professional liability insurance to the Building Official in the form provided by the City.

2. Building Officials may require certification from a Registered Professional for any construction work that has been covered prior to inspection by the Building Official.
3. Where a Building Official considers that siting circumstances warrant or the size or complexity of the development or an aspect of the development warrants, a Building Official may require an owner to provide a plan of the development area prepared by a Registered Professional or practising registered BC Land Surveyor showing:
 - a. site servicing plans and profiles including off-site works;
 - b. cross section drawings through the subject parcel showing grades, existing and proposed buildings, parking areas and driveways; and
 - c. any other information as may be necessary to establish substantial compliance with this Bylaw, the Building Code or any other applicable bylaw enacted by the City or Provincial statute.

605 CLIMATE DATA

1. The climatic values for the design of buildings in the City are specified in Schedule "A" to this Bylaw.
2. In the absence of a climate value in Schedule "A", the climate values shall be in conformance with those values specified in the Building Code or as may be determined by a Building Official.

606 WATER METERS

1. Where a water connection is made to the City's Community Water System, the owner shall install a water meter appliance on the water service line up-stream of all connections in accordance with the City of Enderby Watering and Sprinkling Regulation Bylaw No. 1468, 2010 as amended from time to time.

607 EVIDENCE OF POTABLE WATER SUPPLY

1. Evidence of potable water supply shall be submitted with an application for a permit for a building or structure where the occupancy of which requires a supply of potable water.
2. Where an application for a permit for a building or structure is submitted to replace an existing legally constructed building or structure using an existing source of potable water, a Building Official may waive the requirements to provide evidence of potable water supply.
3. Where a potable water supply is not located on the subject property, the applicant shall provide evidence of a registered easement to access the water supply if located on private land; or an access license, permit or lease if located on Crown land.
4. Community Water System
 - a. Where a proposed building or structure is located where a Community Water System is available, evidence of potable water supply shall include written confirmation from the City that potable water will be supplied by the Community Water System.
5. On-Site Water System
 - a. Where a Community Water System is not available, evidence of potable water supply shall include:
 - i. a water license or written assurance that a water license will be issued, from the Provincial authority having jurisdiction for a minimum quantity of 2,273 litres (500 Imperial Gallons) per day for each dwelling unit.
 - b. Where a well has existed for a period of one year or more, a Building Official may, except where he has knowledge that the well will not meet the water supply requirements outlined in this Bylaw, waive the requirement for evidence of potable water supply providing that a covenant is registered which gives notice that a potable water supply report was not filed with the City and including a save-harmless indemnification clause in favour of the City.

6. Cistern Water System

- a. Where an applicant cannot produce evidence of a potable water supply as outlined in this Bylaw, a Building Official may accept a Cistern Water System as equivalent evidence of potable water supply provided that:
 - i. the cistern system and all its components shall be designed by a Registered Professional;
 - ii. the service area for the cistern system is restricted to the subject property; and,
 - iii. a covenant is registered in favour of the City on the subject parcel which covenant:
 - a. prohibits the use of the property for uses requiring a supply of potable water unless the Owner ensures that the water quality meets the regulations of the *Drinking Water Protection Act* and maintains the cistern water system in good repair at all times,
 - b. prohibits subdivision of the parcel until such time as a potable water supply is provided meeting the standards of the City Subdivision Servicing Bylaw, and
 - c. indemnifies the City, its officers, directors and employees in respect of any breach of the covenant.
- b. Where an applicant has submitted an application for a permit for a building or structure for a '*Civic Use*' and cannot produce evidence of a potable water supply as outlined in this Bylaw, a Building Official may accept a Cistern Water System as equivalent evidence of potable water supply provided that approval has been obtained from the authority having jurisdiction for the installation and use of a cistern system as evidence of a potable water supply for such '*Civic Use*' and approved the design and specifications of such a cistern system.

608 SEWAGE DISPOSAL

1. A Sewage Disposal Permit shall be submitted with an application for a permit for:
 - a. a building or structure, the occupancy of which will generate sewage; and
 - b. additions or alterations to an existing residential building or structure served by an existing sewage disposal system installed pursuant to the authority having jurisdiction, the occupancy of which will generate an increase in sewage.
2. A Sewage Disposal Permit shall mean:
 - a. written confirmation from a Community Sanitary Sewage System utility that the proposed building will be permitted to connect to the Community Sewer System;
 - b. where a Community Sanitary Sewage System is not available, a Record of Sewerage System from the authority having jurisdiction; or

- c. a Holding Tank Sewage Disposal Permit has been issued.

609 CONSTRUCTION PLANS

1. Construction Plans shall be submitted with an application for a permit for a building or structure.
2. Construction Plans shall be submitted in duplicate at a scale of 1:50 (1/4" = 1.0') indicating the nature and extent of the work in sufficient detail to establish conformance with the Building Code and the siting, height and site coverage regulations in the Zoning Bylaw and including:
 - a. a *Foundation Plan* showing building dimensions, footings, foundation walls and chimney footings;
 - b. a *Basement Plan* showing the columns, beams, bearing walls, partition walls, doors, windows, stairs, rough-in plumbing, water/sewer service lines, floor drains and clean-outs; and the location of water heater, heating, air conditioning and ventilating equipment;
 - c. *Floor Plans* showing the dimensions and use of every room area; dimensions and height of crawl and roof spaces; location, size and swing of doors; location size and opening of windows; location and description of all plumbing works and fixtures; location and dimensions of all stairs; location and structural details of all fireplaces; structural details and the thickness of all walls; and the finishing treatment for all floors, walls and ceilings;
 - d. *Framing Plans* showing floor joists, trusses, rafters, beams and other structural elements;
 - e. *Building Elevations* for each side showing the height of the building, finished grade, roof slopes, exterior finishes, doors, windows and other design features; and
 - f. *Cross Section Drawings* (at least two) showing the existing and finished grades; entire roof, floor and wall systems; foundation walls and footings; and location of draitiles.
3. Construction Plans submitted shall bear the name and address of the designer of the building or structure.

610 ROOF AND FOUNDATION DRAINAGE PLAN

1. A Roof and Foundation Drainage Plan shall be submitted with an application for a permit for a building or structure.
2. A Roof and Foundation Drainage Plan shall be submitted in duplicate at a scale of 1:200 (1/16" = 1.0') showing lot dimensions and the location of draitiles, drywells, storm sewer connections, culverts, manholes and cleanouts.
3. For properties outside a '*Residential*', '*Commercial*' or '*Industrial*' zone as specified in the Zoning Bylaw, a Building Official may waive the requirement to provide a Roof and Foundation Drainage Plan.

4. The Roof and Foundation Drainage Plan shall demonstrate that:
 - a. driveways, walkways, terraces, retaining walls, landscaping or any other structure will not obstruct the flow of drainage water; and
 - b. where drainage water would likely enter a garage, carport, porch or basement entrance below ground level, that adequate catch basin or floor drain(s) will be installed and directed to a designated stormwater disposal location.

611 SITE PLAN

1. A Site Plan shall be submitted with an application for permit for a building or structure.
2. A Site Plan should be submitted in duplicate at a scale of 1:200 (1/16" = 1.0') showing:
 - a. legal description and civic address of the parcel together with lot dimensions taken from the registered subdivision plan or equivalent information;
 - b. measurements for the location of any existing and proposed buildings or structures relative to:
 - i. property lines in proximity to these buildings or structures,
 - ii. the natural boundary of any watercourses within 30 metres to these buildings or structures whether on the subject parcel or on any adjacent land, and
 - iii. all statutory rights-of-way or easements on the subject parcel;
 - c. the location of the frontage road, driveways and other roadways including the gradient of existing and proposed driveways to access any proposed dwelling;
 - d. the gradient of the subject parcel as required to determine the height of any proposed building or structure relative to the maximum height permitted in the Zoning Bylaw;
 - e. the location of any septic tank and the means to access the septic tank for servicing; and
 - f. the location of any septic drainfields, domestic water sources or water and sewer servicing lines.

612 SURVEY CERTIFICATE REQUIRED

1. The owner shall confirm that every building or structure, or addition to a building or structure, meets the siting and height regulations specified in the Zoning Bylaw by providing a Survey Certificate.
2. A Survey Certificate shall be prepared by a practising registered BC Land Surveyor.
3. A Building Official may issue a 'Stop Work Order' notice if a Survey Certificate has not been provided.

4. The Survey Certificate shall be provided upon completion of the foundation wall forms but before the concrete foundation is poured or upon completion of the preserved wood or masonry foundation.
5. A Survey Certificate shall include:
 - a. the location and dimensions of the foundation wall forms of the new building or structure relative to property lines, watercourses or other buildings;
 - b. the location and dimensions of all statutory rights-of-way or easements;
 - c. the location, dimension and gradient of driveways and parking areas; and
 - d. the top elevation of the foundation wall of the new building or structure and the elevation of either:
 - i. the midpoint of the rear property line in the case of a parcel which slopes uphill from the public road providing access, or
 - ii. the centre line of the road opposite the midpoint of the front property line in the case of a parcel that slopes downhill from the public road providing access.
6. A Building Official may waive the requirement for a Survey Certificate if:
 - a. a Building Official is satisfied with the accuracy of the Site Plan and the elevations of the building or structure as submitted with an application;
 - b. a Building Official will not require elevation information to establish the height of the building or structure; and
 - c. the Site Plan submitted with the application shows:
 - i. side yard setbacks of at least 200% of the minimum side yard setback requirement specified in the Zoning Bylaw,
 - ii. front and rear yard setbacks of at least 125% of the minimum setback requirement specified in the Zoning Bylaw, and
 - iii. no watercourse within 30 metres of the building or structure.

SECTION SEVEN – SPECIFIC PROVISIONS FOR BUILDING PERMIT APPLICATIONS

701 APPLICATION FOR A SIMPLE BUILDING OR A STRUCTURE

1. An application for a permit for a simple building or a structure shall be made in the form provided by the City and signed by the owner, or a signing officer if the owner is a corporation.
2. In addition to the requirements for an application for a permit for a simple building or a structure as described herein, a Building Official may require a professional design and field review as outlined in Section 604.1 of this Bylaw.
3. An application for a permit for a simple building or a structure shall include:
 - a. supplementary contractor information in the form provided by the City;
 - b. owner's acknowledgement of responsibility and undertakings made in the form prescribed by the City, signed by the owner, or a signing officer if the owner is a corporation;
 - c. confirmation of compliance with the *Homeowner Protection Act* as applicable;
 - d. a copy of a title search made within 30 days of the date of application;
 - e. any required highway access permit issued by the Ministry of Transportation and Infrastructure; and
 - f. any other documents and plans required in Section Six of this Bylaw.

702 SPECIFIC REQUIREMENTS FOR STRUCTURES

1. In general, an application for a permit for a structure shall include only construction plans as outlined in Section 609.1 of this Bylaw.
2. Retaining Structure
 - a. In addition to the requirements outlined in Sections 701.1, 701.2 and 701.3 of this Bylaw, an application for a permit for a retaining structure greater than 1.2 metres in height shall:
 - i. require a professional design and field review by a Registered Professional including the submission of Letters of Assurance and proof of professional liability insurance as outlined in Section 604.1 of this Bylaw prior to an Occupancy Permit being issued by a Building Official; and
 - ii. include provisions for a guardrail in accordance with the provisions of the Building Code.

3. Swimming Pool

- a. In addition to the requirements outlined in Sections 701.1, 701.2 and 701.3 of this Bylaw, an application for a permit for a swimming pool shall include provisions for:
 - i. an enclosed fence not less than 1.2 metres in height with no openings greater than 100mm and so designed that members, attachments or openings will not facilitate climbing;
 - ii. a self-closing gate so designed and installed as to cause the gate to return to a locked position automatically; and
 - iii. pressure reducing valves and a backflow prevention device to be installed in accordance with the requirements of the Building Code.

4. Sign

- a. In addition to the provisions of Section 701.2 of this Bylaw, an application for a permit for a sign structure shall be made in the form provided by the City and signed by the owner, or a signing officer if the owner is a corporation.

703 APPLICATION FOR A COMPLEX BUILDING

1. An application for a permit for a complex building shall be made in the form provided by the City and signed by the owner, or a signing officer if the owner is a corporation.
2. An application for a permit for a complex building shall be accompanied by:
 - a. supplementary contractor information in the form provided by the City;
 - b. the owner's acknowledgement of responsibility and undertakings made in the form provided by the City, signed by the owner, or a signing officer if the owner is a corporation;
 - c. confirmation of compliance with the *Homeowner Protection Act* as applicable;
 - d. Letter of Assurance in the form of Schedule A to Part 2 of the Building Code signed by the owner, or a signing officer if the owner is a corporation, and the Coordinating Registered Professional;
 - e. Letters of Assurance in the form of Schedule B to Part 2 of the Building Code each signed by such Registered Professionals as a Building Official or the Building Code may require, to address the design and field reviews for the construction of the proposed building;
 - f. proof of professional liability insurance in the form provided by the City;
 - g. a copy of a title search made within 30 days of the date of application;
 - h. any required highway access permit issued by the Ministry of Transportation and Infrastructure; and
 - i. any other documents and plans required in Section Six of this Bylaw.

SECTION EIGHT – BUILDING AND OCCUPANCY PERMITS

801 BUILDING PERMIT

1. Neither the issuance of a Building Permit under this Bylaw, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a Building Official, shall constitute a representation or warranty that the Building Code or this Bylaw have been complied with or the building or structure meets any standard of materials or workmanship, and no person shall rely on any of those actions as establishing compliance with the Building Code or this Bylaw or any standard of construction.
2. When:
 - a. a completed application in compliance with Section Seven of this Bylaw including all required supporting documentation has been submitted;
 - b. a Building Official has determined that health and safety aspects of the works are in compliance with this Bylaw, the Building Code, the *Local Government Act* and any other applicable bylaw of the City or Provincial statute;
 - c. the owner or representative has paid all applicable fees as specified in the Fees and Charges Bylaw including any penalty as outlined in Section 303.3 or any surcharge as outlined in Section 802.2 of this Bylaw;
 - d. the owner or representative has paid all charges and met all requirements imposed by any other statute or bylaw in respect of the issuance of a building permit;
 - e. evidence has been provided that the proposed construction complies with the *Homeowner Protection Act* as applicable; and
 - f. no covenant, agreement, resolution or regulation of the City authorizes the permit to be withheld;

a Building Official may issue a Building Permit for which the application is made in the form provided by the City.
3. The Building Permit period is valid for two years from the date the permit is granted unless the permit expires or is revoked.
4. A valid and subsisting Building Permit that was issued under Regional District of North Okanagan Building Bylaw No. 1747, 2003 and all amendments thereto, before the repeal of that bylaw, is deemed to be a Building Permit issued under this Bylaw and remains valid until its expiration date unless earlier surrendered, suspended or cancelled.

802 BUILDING PERMIT FEES

1. Building Permit Fees shall be determined in accordance with the Fees and Charges Bylaw.
2. A Building Official may, except for the Application Fee and subject to an Administrative Charge set in accordance with the Fees and Charges Bylaw, refund the fees paid for a Building Permit upon receipt of a written request for cancellation of the permit within one year of the issuance of the permit provided construction has not begun.

3. When a Building Permit is issued in accordance with Section 803.1 of this Bylaw, the Building Permit Fee shall be reduced by 5% of the fee payable as specified in the Fees and Charges Bylaw, up to a maximum of \$500.00.
4. When a Building Permit is issued in accordance with Section 803.3 of this Bylaw, the Building Permit Fee shall be reduced by 20% of the fee payable as specified in the Fees and Charges Bylaw.

803 PROFESSIONAL PLAN CERTIFICATION AND PERMIT

1. Letters of Assurance in the form of Schedule B to Part 2 of the Building Code provided pursuant to this Bylaw are relied upon by the City and its Building Officials in the issuance of a Building Permit as certification that the design and plans, to which the Letters of Assurance relate, comply with the Building Code and other applicable enactments relating to safety. This Section applies to Building Permits where a registered professional is involved in the construction process.
2. A Building Permit issued for the construction of a Complex Building, or for a building or structure for which a Building Official required professional design pursuant to Section 604.1 of this Bylaw, shall include a notice to the owner concerning the reliance upon the certification of the Registered Professionals, in the form provided by the City.
3. Confirmation of Commitment by Owner and Coordinating Registered Professional in the form of Schedule A to Part 2 of the Building Code provided pursuant to this Bylaw are relied upon by the City and its Building Officials in the issuance of a Building Permit as certification that the design and plans, to which the confirmation relate, comply with the Building Code and other applicable enactments relating to safety. This Section applies to Building Permits where there is a Coordinating Registered Professional involved in the construction process.

804 PHASED BUILDING PERMIT

1. A Building Official may issue a Building Permit for construction of a phase of a building or structure before the entire plans and specifications have been submitted or approved, provided sufficient information has been submitted showing that the building phase is in substantial compliance with the Building Code, this Bylaw or other applicable bylaws or regulations and the permit fee for that portion of the building or structure has been paid. The remainder of the building or development shall conform to those regulations as if a Building Permit has not been issued.

805 BUILDING PERMIT EXPIRED

1. A Building Permit expires if:
 - a. construction has not commenced within one year of the date of permit issuance;
 - b. an Occupancy Permit has not been issued within the valid Building Permit period or within any renewal period authorized by a Building Official;
 - c. the work associated with a structure, other than a building, has not been approved to the Final Inspection stage within the valid Building Permit period or within any renewal period authorized by a Building Official;
 - d. construction has been discontinued for a period of one year;
 - e. a Building Official has revoked the Building Permit as provided in this Bylaw; or
 - f. the owner or representative has requested that the Building Permit be cancelled.

2. Except as provided in Section 802.3, no fees shall be returned where a Building Permit has expired.

806 BUILDING PERMIT REVOKED

1. A Building Official may, upon written notification to an applicant, revoke a Building Permit issued under this Bylaw where:
 - a. the permit was issued in error;
 - b. an approval issued by another authority, on the basis of which a permit was issued under this Bylaw, is withdrawn by that authority;
 - c. notification of a successful appeal has been received by the City pursuant to the authority having jurisdiction concerning the issuance of a Sewage Disposal Permit for the subject building;
 - d. the permit was issued on the basis of incorrect information provided by the owner, representative or a Registered Professional; or
 - e. there is a violation of this Bylaw, the Building Code, the *Local Government Act*, or any other Provincial statute or bylaw enacted by the City.
2. No fees will be returned where a Building Permit has been revoked.

807 BUILDING PERMIT RENEWAL

1. Where a Building Permit has expired and the owner wishes to have the permit reissued, the owner must submit a new application, including a new Application Fee, including all documents and permits as prescribed in Sections Six and Seven of this Bylaw.
2. Where an application is received pursuant to Section 807.1 and where the information submitted with the new application has not changed substantively from the original application, a Building Official may issue a new Building Permit pursuant to all the terms and conditions of this Bylaw, except that the Building Permit Fees prescribed in the Fees and Charges Bylaw shall not apply.
3. Where a Building Permit has not expired or been revoked and upon written request, a Building Official may extend the term of the Building Permit for one renewal period of one year upon any terms and conditions specified by the Building Official.
4. Where construction has not commenced or has been discontinued due to adverse weather, strikes, material or labour shortages or similar hardship beyond the owner's control, a Building Official may extend the valid Building Permit period for one renewal period of one year upon any terms and conditions specified by the Building Official.
5. Where a Building Permit has been revoked and the owner wishes to have the permit reissued, the owner shall submit a new application, including a new Application Fee, including all documents and permits as prescribed in Sections Six and Seven of this Bylaw.

808 OCCUPANCY PERMIT REQUIRED

1. Except as provided in this Bylaw, an Occupancy Permit is required prior to occupancy of any building or structure for which a Building Permit is required under

this Bylaw and it is the responsibility of the owner to obtain an Occupancy Permit after the building or structure is complete and ready for occupancy, but before any occupancy.

2. Prior to the issuance of an Occupancy Permit for:
 - a. a complex building, or for a building or structure for which a Building Official required professional design pursuant to Section 604.1 of this Bylaw, the owner shall provide Letters of Assurance in the form of Schedules C-A and C-B to Part 2 in the Building Code each signed by the Co-Ordinating Registered Professional and Registered Professionals as the Building Code may require;
 - b. a building or structure which will generate sewage, the owner shall provide to the Building Official a Record of Sewerage System pursuant to the authority having jurisdiction for a sewerage system, or a confirmation of acceptable connection to a Community Sanitary Sewage System from the City.
3. Where a Building Official has indicated on final inspection that the construction work is acceptable, the Building Official may issue an Occupancy Permit in the form provided by the City.
4. A Building Official may issue an Occupancy Permit for part of a building when part of the building is self-contained and complies with the requirements of this Bylaw, the Building Code, the *Local Government Act*, the *Community Charter*, or any other Provincial statute or bylaw enacted by the City.

809 PROVISIONAL OCCUPANCY PERMIT

1. A Building Official may issue a Provisional Occupancy Permit in the form provided by the City where the construction of a building or structure has substantially been completed and where the health and safety requirements of this Bylaw and the Building Code have been met.
2. The owner shall pay the Provisional Occupancy Permit fee as specified in the Fees and Charges Bylaw before the issuance of the permit.
3. The Provisional Occupancy Permit is valid for 90 days from the date the permit is issued.
4. A Building Official may extend the term of the Provisional Occupancy Permit for an additional 90 days upon any terms and conditions specified by the Building Official.

SECTION NINE – BUILDING INSPECTIONS

901 COMPLEX BUILDINGS

1. When a Registered Professional provides Letters of Assurance for the construction of a complex building, or for a building or structure for which a Building Official required professional design and Letters of Assurance pursuant to Section 604.1 of this Bylaw, the City will rely solely on field reviews undertaken by the Registered Professional and the Letters of Assurance as certification that the construction substantially conforms to the approved design, plans and specifications and that the construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety.
2. A Building Official may attend the construction site from time to time during the course of construction to ascertain that the field reviews are taking place and to monitor the field reviews undertaken by the Registered Professionals.

902 SIMPLE BUILDINGS OR STRUCTURES

1. A Building Official may attend periodically at the site of the construction of simple buildings or structures to ascertain whether the health and safety aspects of the work are being carried out in substantial conformance with the health and safety requirements of the Building Code, this Bylaw and any other applicable enactments concerning safety.

903 INSPECTIONS REQUIRED

1. The owner or representative shall give at least two clear working days' notice to the Building Official when requesting an inspection.
2. The owner or representative shall obtain an inspection and receive a Building Official's acceptance of the work as indicated on the Building Permit or at each of the following aspects of the work prior to concealing them:
 - a. *"Footing Forms Inspection"* after completion of the footing forms; but before pouring concrete for the footings.
 - b. *"Foundation Forms Inspection"* after completion of the footings and the foundation forms; but before pouring concrete for the foundation.
 - c. *"Pre-Backfill Inspection"* after damp-proofing foundations and the installation of perimeter drains with connections to the designated stormwater disposal location; but before backfilling the foundation or covering drainage works.
 - d. *"Plumbing Below-Grade Inspection"* after installation of the water and sewer service lines, and any other below-grade plumbing works; but before backfilling excavations.
 - e. *"Under Slab Preparation Inspection"* after the foundation is complete; but before pouring the concrete slab.

- f. *"Plumbing Above-Grade Inspection"* after completion of the rough-in plumbing and the tests required by the Building Code have been satisfactorily completed; but before covering with insulation, vapour barrier or wall coverings.
 - g. *"Framing Inspection"* after completion of framing, sheathing, stairs, chimney, fireplace, plumbing, electrical, heating, ventilation and installation of windows, exterior doors and roofing; but before installing insulation and vapour barrier that would conceal the framing works.
 - h. *"Insulation and Vapour Barrier Inspection"* after the Plumbing Above-Grade Inspection and the insulation and vapour barrier have been installed; but before wall coverings are installed.
 - i. *"Final Inspection"* when the building or structure or part thereof is complete, including grading around the building or structure, the installation of surface drainage works and confirmation that any water meter appliance (if necessary) is in operating condition, and the building or structure is ready for use or occupancy; but before use or occupancy takes place of the whole or part of the building or structure.
- 3. For accessory and agricultural buildings which are up to 110 m² in size and do not contain plumbing, the required inspections are as follows:
 - a. Footings and Forms
 - b. Framing
 - c. Final Occupancy
- 4. No aspect of the work referred to in Section 903.2 of this Bylaw shall be covered until a Building Official has indicated acceptance in writing.
- 5. Notwithstanding the requirement for inspections under Sections 903.2 and 903.4 of this Bylaw, a Building Official may when unable to attend a construction site on the date requested due to travel distance or time constraints, alternatively determine on the basis of information provided by the contractor whether the work may proceed despite Section 903.4 and require that photographs of the work be taken prior to the work being concealed and these photographs be submitted to the Building Official.
- 6. Pursuant to Section 903.5, a Building Official may require work to be uncovered if photographs indicate a problem is likely to create a health or safety hazard.
- 7. The requirements of Sections 903.2 and 903.4 of this Bylaw do not apply to any aspect of the work that is the subject of a Registered Professional's Letter of Assurance which has been provided for the construction of a complex building, or for a building or structure for which a Building Official required professional design and Letters of Assurance pursuant to Section 604.1 of this Bylaw.
- 8. In the event that the Building Official has notified the owner or contractor that additional inspections are required, it shall be the responsibility of the owner or representative to request these additional inspections.
- 9. The owner or representative shall, prior to obtaining re-inspection of any work that the Building Official determines is unacceptable, pay for the Re-Inspection Charge as specified in the Fees and Charges Bylaw.

SECTION TEN – DEMOLITION PERMIT AND APPLICATION

1001 APPLICATION

1. No owner shall demolish or cause to be demolished any building or structure without first obtaining a permit to carry out such demolition.
2. An Application for a Demolition Permit shall be submitted in the form provided by the City.

1002 EXEMPTIONS

1. This Section does not apply to:
 - a. structures other than buildings, less than 15.0 metres in height; or
 - b. accessory buildings that are one storey or less in height provided that there are no service works connected to the building.

1003 DEMOLITION PERMIT

1. When:
 - a. a completed application including all required supporting documentation has been submitted as outlined on the application form provided by the City;
 - b. a Building Official has determined that the proposed demolition works are in compliance with this Bylaw, the Building Code, the *Local Government Act* and any other applicable bylaw of the City or Provincial statute;
 - c. the owner or representative has paid all applicable fees as specified in the Fees and Charges Bylaw including any penalty as outlined in Section 303.3;
 - d. the owner or representative has paid all charges and met all requirements imposed by any other statute or bylaw in respect of the issuance of a demolition permit; and
 - e. no covenant, agreement, resolution or regulation of the City authorizes the permit to be withheld;

a Building Official may issue a permit for which the application is made in the form provided by the City.
2. A permit for demolition shall be valid for one year from the date of issuance of the permit after which the permit expires.
3. A Building Official may withhold a permit for a demolition where:
 - a. the building or structure is protected heritage property, is subject to temporary heritage protection or is identified in a community heritage registry pursuant to the *Heritage Conservation Act* or the *Local Government Act*, or
 - b. in the case of a residence, the building is occupied.

1004 DEMOLITION DEPOSIT

1. An applicant for a permit for a demolition shall pay the Demolition Deposit as specified in the Fees and Charges Bylaw before the issuance of the permit to ensure the work is completed and the site is rehabilitated.

2. Where a building or structure is demolished under a permit, and where:
 - a. the property is rehabilitated to a tidy and safe condition;
 - b. all waste debris has been removed;
 - c. any septic tank or other underground storage facility has been removed; and
 - d. any barricade or covered way has been dismantled;

the Building Official shall return the Demolition Deposit to the applicant.

3. Where a Demolition Deposit is returned to the applicant, any interest earned upon the security shall accrue to the applicant.
4. Where a permit for a demolition has expired and the demolition and works referred to in Section 1004.2 have not been completed, the City may utilize the Demolition Deposit to complete the works.

SECTION ELEVEN – MOVING PERMIT AND APPLICATION

1101 APPLICATION

1. Where the moving of buildings is permitted in the City, no person shall move or cause to be moved any building without first obtaining a permit to carry out such a move as well as a Building Permit for construction works on the property to which the subject building is to be moved.
2. An Application for a Moving Permit shall be submitted in the form provided by the City.
3. A Building Permit Application shall be submitted in the form provided by the City for the construction works on the property to which the subject building is to be moved.

1102 EXCEPTIONS

1. This Section does not apply to the moving of manufactured homes or accessory buildings.

1103 MOVING PERMIT

1. When:
 - a. a completed application including all required supporting documentation has been submitted as outlined on the application form provided by the City;
 - b. a Building Official has determined that any proposed works are in compliance with this Bylaw, the Building Code, the *Local Government Act* or any other applicable bylaw of the City or Provincial statute;
 - c. the owner or representative has paid all applicable fees as specified in the Fees and Charges Bylaw including any penalty as outlined in Section 303.3;
 - d. the owner or representative has paid all charges and met all requirements imposed by any other statute or bylaw in respect to the moving of buildings; and
 - e. no covenant, agreement, resolution or regulation of the City authorizes the permit to be withheld;

a Building Official may issue a permit for which the application is made in the form provided by the City.

2. A permit for moving a building shall be valid for two years from the date of issuance of the permit after which the permit expires.
3. Building Officials shall refuse a permit for moving a dwelling where:
 - a. the appraised value of the building after the move as indicated in the Appraisal Report as outlined on the application form provided by the City, is less than:
 - i. 1.25 times of the average appraised value of all the dwellings situated on parcels which are wholly or partially enclosed by lines drawn parallel to and perpendicularly distant 100.0 metres from the boundaries of the parcel to which the building is to be moved; or
 - b. the floor area of the building to be moved is less than the minimum floor area specified in the Zoning Bylaw for the property to which it is to be moved.

1104 MOVING DEPOSIT

1. An applicant for a permit shall pay the Moving Deposit as specified in the Fees and Charges Bylaw before the issuance of a permit to ensure that the building is rehabilitated and installed according to the permit.
2. Where a building is moved under a permit, and where a Building Official has issued an Occupancy Permit for the building, the Building Official shall return the Moving Deposit to the applicant.
3. Where a Moving Deposit is returned to the applicant, any interest earned upon the security shall accrue to the applicant.
4. Where a permit for moving a building has expired and the works authorized by the Moving Permit and any associated Building Permit have not be completed, the City may utilize the Moving Deposit to complete the works.

SCHEDULE "A" – CLIMATE VALUES

Area	Design Temperature				Degree Days Below 18°C	15 Min. Rain mm	One Day Rain mm	Ann. Tot. Ppn. mm	Ground Snow Load kPa		Hourly Wind Pressures		
	January		July 2.5%								1/10 kPa	1/30 kPa	1/100 kPa
	2.5 % °C	1% °C	Dry °C	Wet °C					S _S	S _R			
	Enderby	--	--	--					--	--	--	--	--

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1584

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. 1584, 2015".
2. Schedule "8" of the "City of Enderby Fees and Charges Bylaw No. 1479, 2010" is deleted and Schedule "8" attached to and forming part of this bylaw are substituted therefore.
3. Schedule "10" attached hereto is hereby established, and forms part of this Bylaw.

READ a FIRST time this 7th day of December, 2015.

READ a SECOND time this 7th day of December, 2015.

READ a THIRD time this 7th day of December, 2015.

ADOPTED this day of , 2015.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE 8 LAND USE FEES

Application Type	Fee \$
Zoning Bylaw Amendment / Rezoning *	1,000.00
Official Community Plan Amendment *	1,000.00
Joint Official Community Plan Amendment / Zoning Bylaw Amendment	1,200.00
Development Variance Permit	450.00
Temporary Use Permit ***	650.00
Campground Permit - First 50 Camping Spaces	100.00
- Each Additional Camping Space	2.00
Land Use Contract – Vary / Discharge (non-refundable)	750.00
Board of Variance Application (non-refundable)	225.00
Secondary Suite Decommission Application**	25.00
Subdivision:	
Application fee for the first lot proposed to be created	500.00
Application fee for each additional parcel or strata lot proposed to be created	155.00
Inspection fee on subdivisions creating 3 or more lots:	
3% of the first \$500,000.00	
2% on the second \$500,000.00	
1% on the balance over \$1,000,000.00	
(of the estimated costs of constructing services as approved by the City)	
Additional Public Hearing	350.00 for each occurrence

* 350.00 will be refunded if the application is rejected or withdrawn prior to advertising.

** In the event a decommissioned suite is rented without notification provided to the City, the applicable fees and charges will be charged retroactively and a 10% penalty will be applied to the property.

*** \$175.00 will be refunded if the application is rejected or withdrawn prior to advertising.

SCHEDULE 10 BUILDING INSPECTION FEES

Administered through the Building Inspection Bylaw

	\$
1. Building Permit Application Fees – Non-Refundable:	
a. Construction value \$1,000 or less	55.00
b. Construction value over \$1,000 up to \$250,000	109.00
c. Construction value \$250,000 or more	163.00
2. Building Permit Fees:	
a. For the first \$2,000 of construction value	60.00
b. For each \$1,000 of construction value of part thereof over \$1,000 and less than \$500,000	13.00
c. For each \$1,000 of construction value or part thereof over \$500,000 and less than \$1,000,000	12.00
d. For each \$1,000 of construction value or part thereof over \$1,000,000	11.00
e. For the first five plumbing fixtures	60.00
f. For each plumbing fixture over the first five	12.00
g. For installing a Manufactured Home (mobile home) or park model recreational unit	265.00
3. Building Permit Fees for Agricultural Buildings over 600 square metres:	
a. For the first \$1,000 of construction value	52.50
b. For each \$1,000 of construction value or part thereof over \$1,000 and less than \$250,000	11.00
c. For each \$1,000 of construction value or part thereof over \$250,000	8.25
4. Sign Permit Fees:	
a. Application for a Sign Permit (non-refundable)	60.00

- | | | |
|----|---|----------|
| b. | Permit for a sign: | |
| | - for the first \$100 of construction value | 60.00 |
| | - for each \$1,000 of construction value or part thereof over \$100 | 13.00 |
| 5. | Demolition / Moving Permit Fees: | |
| a. | Application of a Demolition / Moving Permit (non-refundable) | 55.00 |
| b. | Demolition / Moving Permit | 242.00 |
| c. | Demolition / Moving Deposit | 2,100.00 |
| 6. | Other Fees and Charges: | |
| a. | Special Inspection or Re-Inspection | 109.00 |
| b. | Provisional Occupancy Permit with Re-Inspection | 109.00 |
| c. | Administrative Charge to remove a "Notice on Title" | 850.00 |
| d. | New products, systems or methods Evaluation Fee | 2,415.00 |
| e. | Administrative Charge for refund of Building Permit Fees | 230.00 |
| 7. | Building Permit File Closing Fee (Refundable): | |
| | In addition to other fees and charges payable in accordance with this Schedule at the time of permit issuance, a file closing fee will apply for all building permits as follows: | |
| a. | Where construction value is less than \$10,000 | 100.00 |
| b. | Where construction value is between \$10,000 and \$50,000 | 150.00 |
| c. | Where construction value is between 50,001 and \$100,000 | 300.00 |
| d. | Where construction value is in excess of \$100,000 | 500.00 |
| 8. | When all works associated with a building permit are completed and a final inspection has been approved within twenty-four (24) months of the date of permit issuance, the City of Enderby will refund the Building Permit File Closing Fee as follows: | |
| a. | Where construction value is less than \$10,000 | 100.00 |
| b. | Where construction value is between \$10,000 and \$50,000 | 150.00 |
| c. | Where construction value is between \$50,001 and \$100,000 | 300.00 |
| d. | Where construction value is in excess of \$100,000 | 500.00 |
| 9. | Building Permit Deposit Liability (Refundable): | |
| a. | Liability Deposit – refundable (with interest) upon final inspection and with no damage incurred to City infrastructure | 350.00 |

Where the works associated with a permit are not completed within twenty-four (24) months of the date of permit issuance, there will be no refund of the Building Permit File Closing Fee.

Any re-inspection fees or fines assessed against the owner/permit holder during the period of construction will also be deducted from the Building Permit File Closing Fee. In addition, if Notice on Title is required, there will be no refund of the file closing fee.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1585

A bylaw to withdraw from the intermunicipal agreement with the City of Vernon for the provision
of Emergency Management Services

WHEREAS the City of Enderby has entered into an intermunicipal agreement with the City of Vernon for the provision of emergency management services pursuant to City of Enderby Intermunicipal Emergency Operations Bylaw No. 1462;

AND WHEREAS the City of Enderby wishes to withdraw from its intermunicipal agreement with the City of Vernon for the provision of emergency management services;

NOW THEREFORE the Council of the City of Enderby enacts as follows:

1. CITATION

- a. This Bylaw may be cited as City of Enderby Intermunicipal Emergency Operations Service Withdrawal Bylaw No. 1585, 2015.

2. WITHDRAWAL

- a. Pursuant to Section 12.2 of Schedule 'A' to City of Enderby Intermunicipal Emergency Operations Bylaw No. 1462, as most recently amended by City of Enderby Intermunicipal Emergency Operations Service Amendment Bylaw No. 1561, 2014, the City of Enderby hereby withdraws from its intermunicipal agreement with the City of Vernon for the provision of emergency management services as of the Effective Date.

3. EFFECTIVE DATE

- a. This Bylaw shall come into effect on January 1, 2018.

READ a FIRST time this day of , 2015.

READ a SECOND time this day of , 2015.

READ a THIRD time this day of , 2015.

ADOPTED this day of , 2015.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: December 17, 2015
Subject: Enderby-Splatsin Riverwalk Extension and Enhancement Plan Adoption

RECOMMENDATION

THAT Council adopts the *Enderby-Splatsin Riverwalk Extension and Enhancement Plan*.

BACKGROUND

In July of 2013, the City of Enderby and Splatsin received a grant under the Healthy Communities Capacity Building Fund in order to initiate an Active Transportation Planning process which would encompass the Enderby and Splatsin communities. An Active Transportation Project Team was subsequently formed which included representation from the City of Enderby, Splatsin, Interior Health, and the Shuswap Trail Alliance.

The purpose of the planning process was to develop a framework upon which active transportation opportunities could be implemented throughout the Enderby and Splatsin communities in order to foster healthier, active lifestyles for residents and help achieve environmental, social, and economic sustainability. The planning process utilized a grassroots approach to public consultation which included a survey, two community workshops, community comment maps at key Enderby and Splatsin facilities, and a class project with Steve Rodwell's Grade 7 class at MV Beattie Elementary School.

The outcomes of the process were represented within the *Enderby-Splatsin Active Transportation Plan* which was adopted by both Councils in late 2014.

In 2014, the City of Enderby and Splatsin were successful in receiving a grant under Phase II of the BC Healthy Communities Capacity Building Fund. This grant funded Phase II of the Enderby-Splatsin Active Transportation Planning process which involved developing an Implementation Plan for an active transportation project which connected the Enderby and Splatsin communities and spanned both jurisdictions; as per the recommendation of the Splatsin-Enderby Joint Committee, the Enderby and Splatsin Councils resolved to select the enhancement and southern extension of the Riverwalk as the project focus for Phase II of the Active Transportation Planning process.

When the project focus of a Riverwalk enhancement and southern extension was initially evaluated, it was determined that it was consistent with Section 11.3.1 of the *Enderby & Area 'F' Services Master Parks Plan* which stated that the extension of the Riverwalk Trail to the south to Splatsin First Nation was a medium-term priority relative to park additions and improvements.

Two Councillors from the Enderby and Splatsin Councils (Councillors Baird, Case, Brown, and Joe) were appointed to the Phase II Steering Committee which was tasked with guiding the development of the

Enderby-Splatsin Riverwalk Extension and Enhancement Plan, in conjunction with City of Enderby and Splatsin staff and the Shuswap Trail Alliance who was engaged to facilitate the project; Councillor Case represented both the City of Enderby and the Enderby & District Services Commission on the Steering Committee. The Steering Committee provided guidance with regards to issues such as the preferred southern extension alignment and construction standards for the trail; Lawson Engineering and Development Services Ltd. was engaged to complete the engineering component of the project.

The Shuswap Trail Alliance has completed the *Enderby-Splatsin Riverwalk Extension and Enhancement Plan* and is now advancing it to Enderby City Council for adoption. Key elements of the Implementation Plan include:

- An inventory of the amenities along the existing portion of the Riverwalk;
- An overview of the preferred alignment for the southern extension of the Riverwalk;
- An environmental review and site survey for the southern extension alignment;
- Engineered drawings and cross-sections for the southern extension;
- A detailed lighting plan for the existing portion of the Riverwalk and the proposed southern extension;
- An Opinion of Probable Cost for the lighting of the existing portion of the Riverwalk; and
- An Opinion of Probably Cost for the proposed southern extension of the Riverwalk (including lighting).

Given that the installation and maintenance of the Riverwalk is the jurisdiction of the Enderby & District Services Commission, a number of different lighting options were presented to the Commission for consideration at its November 6, 2015 meeting; the Commission identified a wired, bollard-style/post-top style combination as the preferred lighting option and this preferred option was integrated into the detailed lighting plan for the existing portion of the Riverwalk and the proposed southern extension. At the same November 6, 2015 meeting, the Commission resolved to endorse the *Enderby-Splatsin Riverwalk Extension and Enhancement Plan* and recommended that it be adopted by Enderby City Council.

The enhancement and southern extension of the Riverwalk was identified as a key priority through Phase I of the Active Transportation Planning process; the *Enderby-Splatsin Riverwalk Extension and Enhancement Plan* developed through Phase II of the planning process provides a shovel-ready plan which will enable local jurisdictions to actively pursue grant funding and ultimately streamline the implementation of the project once funding has been secured.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant



Photo: Southern end of the existing Riverwalk Pathway next to the Shuswap River Oxbow and Fortune Creek drainage

Enderby-Splatsin Riverwalk Extension & Enhancement Plan

Updated Version: December 16th, 2015

Prepared for:

Splatsin and the City of Enderby

Prepared by:

The Shuswap Trail Alliance

Lawson Engineering & Development Services Ltd.

High Country Consulting

Under direction of:

The Splatsin/Enderby Joint Steering Committee

Splatsin Title & Rights Department

City of Enderby Planning Department

This plan was made possible through a grant from:

BC Healthy Communities



Jeremy Ayotte MSc RPBio
High Country Consulting



BC Healthy Communities
People. Place. Potential.

Acknowledgements

The Enderby-Splatsin Riverwalk Extension and Enhancement plan acknowledges of title and rights of the Secwepemc Nation and the traditional territory of the Splatsin people. The plan was developed under the direction of the Government-to-Government Working Committee of the Splatsin Chief and Council and the City of Enderby Mayor and Council (as per the Memorandum of Agreement terms established for the Working Committee under the Protocol Agreement signed on June 21, 2011.)

The project steering committee would like to thank all who contributed to the development of this plan helping to strengthen the health and well-being of the Splatsin and Enderby Communities.

The project steering committee included the Government-to-Government Working Committee together with technical staff support from both the Splatsin and the City of Enderby, with project coordination support provided by the Shuswap Trail Alliance. The Steering Committee included Councilor Jean Brown (Splatsin), Councilor Daniel Joe (Splatsin), Councilor Tundra Baird (City of Enderby), Councilor Brad Case (City of Enderby), Jack Andrews (Project Manager, Splatsin Title and Rights Department), Kurt Inglis (Assistant Corporate Officer and Planning Assistant, City of Enderby), and Phil McIntyre-Paul (Executive Director, Shuswap Trail Alliance).

Additional technical staff direction was provided by Ray Cormier (Director, Splatsin Title and Rights), Stuart Lee (Fisheries Technician, Splatsin Title and Rights), Adam Neil (Operations Manager/Environmental Scientist, Splatsin Title and Rights), Shawn Wiebe (Director, Splatsin Housing, Infrastructure & Lands), and Tate Bengston (Chief Administrative Officer, City of Enderby). We also thank Edna, Agnes, and Floyd Felix for providing direction regarding alignment along their properties. (Note: final alignment agreements with property holders within Splatsin Lands will be required.)

Professional consultation and design work was provided by Jeremy Ayotte MSc RPBio (High Country Environmental), Blake Lawson P. Eng. (Project Engineer, Lawson Engineering and Development Services Ltd.), and Alistair Waters (Engineering Assistant, Lawson Engineering and Development Services Ltd.).

Oversight, direction, and approval for the plan were provided by Splatsin Chief and Council and City of Enderby Mayor and Council, as well as the City of Enderby Services Commission. Further work to develop interpretive content for the trail sign plan will continue forward from this project under Splatsin Chief and Council and City of Enderby Mayor and Council together with community leadership.

The Riverwalk Extension and Enhancement Plan grew out of the Enderby-Splatsin Active Transportation Plan developed in 2014, thanks to funding support through BC Healthy Communities. Once again, thanks goes out to BC Healthy Communities for funding this project and continuing to support the Enderby and Splatsin communities in their journey towards sustainability.

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Glossary

(Reference: Enderby-Splatsin Active Transportation Plan, October 2014)

- **Accessible:** Accessible facilities and infrastructure are those that can be reached, used and traversed by people of all ages and abilities without difficulty.
- **Active transportation:** Active transportation is any form of human-powered transportation. It is any trip made for the purposes of getting oneself, or others, to a particular destination – to work, to school, to the store or to visit friends. Walking and cycling are the most popular forms of active transportation and are often combined with other modes, notably public transit.
- **Active transportation infrastructure:** Active transportation infrastructure includes those elements that support active transportation, such as improved sidewalks, dedicated bike lanes, pedestrian-bicycle signals and safer crossing points, bike racks, and greenways for walking and cycling.
- **Connectivity:** Connectivity is the measure of the efficiency of a transportation network. It refers to the directness of transportation links and the number of connections in the path or road network.
- **Comprehensive Community Plan (CCP):** A strategic planning process that enables First Nations, Inuit and Northern communities to deal with current issues and prepare for future ones while taking a holistic approach to managing community resources. It provides a framework for the integrated management of land, natural resources and the environment, while incorporating and addressing the social, economic and governance elements of a community.
- **Crossings:** Refer to any walking/cycling route crossing of a vehicle road right of way.
- **Crosswalk:** Also known as a pedestrian crossing, a crosswalk is a point on a roadway that employs some means of assisting pedestrians or other non-motorized transportation modes to safely cross the road. Crosswalks usually consist of some combination of on-road paint, a crossing signal for pedestrians, and signage warnings motorists of the presence of pedestrians. Crosswalks are most commonly located at signalized intersections but can be located anywhere along a roadway.
- **Cycle Routes:** refer to any connected bicycle corridor, and may include shared walking/cycling pathways, dedicated bicycle paths, roadside bicycle lanes, and shared road/bicycle routes.
- **Greenway:** A corridor of undeveloped land, usually including some kind of trail or pathway that emphasizes the linkage between human development and natural areas while also providing recreational opportunities and/or environmental protection.
- **Integrated Community Sustainability Plan (ICSP):** Any existing or new long-term plan, developed in consultation with community members, to help the community realize sustainability objectives within environmental, cultural, social and economic dimensions of its identity.
- **Multi-use Path:** An off-road path, paved or unpaved, intended for use by pedestrians, bicyclists, joggers, skaters, and others for recreational or transportation purposes.
- **Official Community Plan (OCP):** A statement of community development objectives and policies to guide land use management and development within a given area. Most cities and towns have such a plan, but they go by different names across Canada (e.g., Official Plan, Land Use Plan, Municipal Development Plan, etc.).
- **Paths and Trails:** Refer to all walking/cycling routes that fall outside of a formal road right of way, and may include paved, aggregate, or natural surface pathways.
- **Roadside Pathway:** Refer to all parallel walking/cycling routes within a road right of way, and may include attached sidewalks, separated pathways, and in some cases dedicated bicycle paths.
- **Wayfinding Signs:** Informational signs that provide navigation directions along routes and to destinations. They mark intersections, indicate directions of travel, and locate where users are. (i.e. they help in finding one's way)

Purpose: the purpose of the Enderby-Splatsin Riverwalk Extension and Enhancement plan is to prepare a shovel-ready plan for a southern extension of the Riverwalk Greenway connecting Splatsin and Enderby, and enhancements to the existing Riverwalk, which can be used to leverage funding and secure appropriate approvals for implementation.

Background: In July of 2013, the City of Enderby received a grant under the Healthy Communities Capacity Building Fund in order to initiate an Active Transportation Planning process which would encompass the Enderby and Splatsin communities. An Active Transportation Project Team was subsequently formed which included representation from the City of Enderby, Splatsin, Interior Health, and the Shuswap Trail Alliance.

The Active Transportation Planning process developed a framework upon which active transportation opportunities could be implemented throughout the Enderby and Splatsin communities in order to foster healthier, active lifestyles for residents and the environmental, social, and economic sustainability of both communities. The Active Transportation Plan was completed in October 2014. It complimented and built on priorities in both the City of Enderby's Official Community Plan and Integrated Community Sustainability Plan, and the Splatsin Comprehensive Community Plan.

The Enderby-Splatsin Active Transportation Plan identifies five primary goals as top priorities and three secondary goals as having significant importance.

Primary Goals

1. To promote connectivity
2. To remove barriers and improve accessibility
3. To design for safety
4. To enhance recreation
5. To attract visitors

Secondary Goals

1. To improve signage and wayfinding
2. To promote active transportation
3. To enhance social, cultural, and natural connections (Note: these include educational objectives)

In follow-up, the City of Enderby was able to secure a second PlanH Stream Two Grant through BC Healthy Communities allowing the Splatsin and City of Enderby communities to develop the first shovel-ready plan ready for implementation based on one of the strategic priorities identified in the Active Transportation Plan. The Riverwalk Extension and Enhancement Plan was chosen as the focus of the Implementation Plan because of its broad scope and importance to both communities that met a number of strategic priorities in the Active Transportation Plan, and addressed all of the primary and secondary goals of the plan. These included:

1. The desire to improve community connections between Splatsin and Enderby neighbourhood to the Enderby downtown by installing a pathway along Old Vernon Road from Fortune Road to Cliff Avenue, including the desire to link Old Vernon Road to the new Splatsin Community Centre.
2. The desire to improve and link a greenway trail circuit for both active travel and recreational pedestrian and cycling use by turning the discontinued CP Rail line into a cycling/walking trail, as well as enhancing safety at the Riverwalk crossing at the bridge on Cliff Avenue

Overview of the Corridor and Intended Use:

The existing Jim Watt Heritage Riverwalk is an approximately 1.5 kilometre 6-foot wide concrete surfaced greenway pathway (Type 1 Provincial/Shuswap Design Standard) designed for pedestrian and wheel chair/mobility-assisted use. It functions both as a pedestrian transportation corridor and important recreational greenway corridor for the Enderby community. It links the Enderby Riverside RV Park, Campground, Arena, Boat Launch, and Ball Diamonds to the north with the Belvidere Park and the Chamber of Commerce Visitor's Centre and hand launch to the south.

The Riverwalk was designated a heritage walkway in 1998 through the Enderby Heritage Commission working with the City of Enderby and Chamber of Commerce. Historic interpretive signs were added along with benches and picnic benches. The pathway was named after resident, City worker, and community leader, Jim Watt.

The Enderby-Splatsin Active Transportation Plan identifies extensions to the existing Riverwalk path both to the north and south. This plan addresses the southern extension connecting the Splatsin community as well as enhancements to the existing portion of the Riverwalk.

Currently no bicycle use is allowed on the existing Riverwalk pathway. While generally accepted and obeyed, some conflicts are reported, and community feedback suggests finding a way to link bicycle use along the corridor would be desirable. As well, there is a desire to extend the seasonal use of the pathway corridor in the winter months through improved lighting.

(Reference: See Enderby-Splatsin Active Transportation Plan strategic objectives, pages 37 and 38.)

Scope of the Plan: the Riverwalk Extension & Enhancement Plan addresses the following:

- a) Conceptual plan development through a joint steering group of Splatsin and Enderby Councils & staff
- b) Applicable environmental/riparian, Traditional Use, Archeological, and technical site reviews
- c) Consultation with adjacent property, businesses, and applicable land owners, licensees, and managers
- d) Engineering design drawings and mapping
- e) Signage concept plan (in development)
- g) A final planning document ready for approval and funding

As part of the plan, the Riverwalk Extension addresses:

- 1. Location, alignment, and Right of Way standards
- 2. Design scale and specifications
- 3. Technical requirements
- 4. Budget Cost Estimates

In addition, the plan addresses enhancements to the existing Riverwalk that include:

- 1. Overall vision and goals for the Riverwalk Greenway, including long-term direction options
- 2. Enhanced signage objectives, including Secwepemc interpretation (in development)
- 3. Amenities (benches, garbage, trail access and road crossings, interpretive viewing locations)
- 4. Lighting Options, including concept standards and budget options for both existing and new sections
- 5. Landscaping standards and potential improvements
- 6. Budget Cost Estimates

Riverwalk Extension and Enhancement Plan Objectives – Based on the Enderby-Splatsin Active Transportation Plan and direction from the Steering Committee, the following objectives were identified for this plan:

1. To improve connectivity within the Splatsin community and between Splatsin and the Enderby town centre by connecting the Riverwalk south to the Splatsin Community Centre and Quilkwa Centre;
2. To encourage a balance of uses by planning for both pedestrian and bicycle travel on the new extension, and explore the option to add a parallel bicycle path along the existing Riverwalk trail corridor without impacting the current pedestrian and wheelchair/mobility-assisted use;
3. To use a hard-surfaced path design that ensures full accessibility for wheelchair/mobility-assisted use and safety remains consistent throughout both the existing Riverwalk and extension;
4. To include showcasing the river and area's natural beauty, encouraging walking for leisure as well as travel between locations; and for interpretive signage to include natural & cultural education;
5. To extend use of the Riverwalk, especially during winter months, and improve safety through the addition of lighting along both the existing path and extension.

Construction Standards: Type 1 Trail, hard surface tread.

All work is to adhere to Ministry of Transportation Standards and municipal standards, where applicable, and/or the Shuswap and Provincial Trail Design Standards and Best Practices (Shuswap Trail Design Standards, STA, 2008. aka Provincial/Whistler/IMBA Standards, 2003). Further design best practices are drawn from the *Geometric Design Guide for Canadian Roads* (Transportation Association of Canada, 1999), especially with regard to shared use measurements and standards.

Design specifications are outlined briefly below and in detail in the engineering designs and notes attached.

Characteristics:

- Hard surface separated pathway (separation from motorized vehicles preferred to encourage high use)
- Easier/Beginner trail user; designed for high use
- Existing Riverwalk trail: 2-way separated pedestrian/mobility-accessible use
- Extension: 2-way separated pedestrian/bicycle/mobility-accessible use
- Existing Riverwalk with Parallel Bicycle Option: 2-way separated bicycle path

Finish:

- **Extension:** Recommend asphalt surface finish; 3 metres (10 feet) width. Rationale: the hard surface is required to maintain consistency of use with the existing Riverwalk and meet overall pedestrian/bicycle/accessibility objectives. The surface must also be able to integrate into an extended rail-trail greenway system, as it develops, and be cost effective.
- **Existing Riverwalk surface finish** – maintain existing sectioned concrete surfacing; 1.8 – 2.0 metres (6 feet) width
- **Parallel bicycle path** – asphalt surface finish; separated 2.0 metre (6 feet) width
- All trails: grade maximum 5%; surface crown 2% cross-fall to prevent pooling water
(See engineering designs attached for detailed specifications.)



Enderby-Splatsin Riverwalk Extension and Enhancement Plan: ALIGNMENT
Summary of concept route & options:

- Existing Riverwalk: 6 ft width
- Option: parallel bicycle path alignment next to existing path
- Narrow pinch-point at Regency on the River – is there an option for bicycle route to loop to west?
- Option: parallel bicycle path alignment next to existing path
- Narrow pinch-point at River Rocks – loop bicycle route to west
- Utilize rail-bed for shared pedestrian/bicycle route – existing Riverwalk through Belvidere Park stays pedestrian-only
- Pedestrian connector to rail-bed
- Riverwalk extension continues along rail-bed as shared pedestrian/bicycle/mobility accessible pathway
- Riverwalk connector to Old Vernon Road. NOTE: final alignment to be determined.
- Riverwalk extension crosses Old Vernon Road and becomes separated parallel shared use pedestrian/bicycle/mobility accessible pathway connecting the Splatsin Community Centre and the Quilkwa Centre at the Hwy 97 crossing

See the attached Engineering Drawings, maps, and specification notes for full plan details, including options for bicycle pathway.

Signage: (Reference: Splat-sin and City of Enderby Sign Standards, MoTI, and Shuswap Trail Sign Standards)

- **MoTI Sign Standards:** Where required, Ministry of Transport sign standards are utilized (i.e. road crossings) – see the Engineering Design Drawings attached.
- **Secwepemc Language and Names:** Utilize Secwepemc language signs, where possible (e.g. Stop/Est'il)
- **Wayfinding Signs:** Where possible, it is recommended a hybrid design for trail wayfinding signs are adopted using the Shuswap Trail Sign Standards (arrows and icons). And that these be combined with the City of Enderby and Splat-sin brand design. Rationale: to provide consistency of basic information for both visitors and local trail users, and to integrate the basic language of direction finding (wayfinding) into the wider Shuswap Trail Standards. These wayfinding standards are based on the Provincial trail standards which assure a high level of consistency and recognition throughout the region. As well, this leaves the signs open for integration into an extended rail-trail system, as it develops.



- **Interpretive Signage:** work is underway between Splat-sin and Enderby leadership to develop interpretive content and application of Secwepemc names, where appropriate. An interpretive design template has been prepared based on the existing heritage signs currently installed on the existing Jim Watt Heritage Walk. A joint Splat-sin/Enderby working group will finalize placement and content.



Historic interpretive signs on existing Riverwalk trail.

Trail to Trail Junctions:



Where a junction or transition of trails occurs, especially where the existing Riverwalk meets the new multi-use Extension along the rail grade, a series of bollard posts is used to slow, stop, and/or filter users. This is accompanied by applicable signage. See engineering designs for details.

(Sample shown: Galloping Goose trail, Victoria)

Trail to Road Junctions:



Where a crossing with a road occurs, clear and appropriate signage and use of bollard posts will be used to stop and warn trail users as well as motorists. Ministry of Transport standards will be used for road crossings. Pedestrians and Cyclists will be concentrated at one single crossing point to increase safety. See Engineering Design Drawings for detailed notes.

(Bollard Sample Shown: Galloping Goose Trail, Victoria.)

Parallel Bicycle/Pedestrian Trails (option for existing Riverwalk Trail)



Sections of the existing Riverwalk can accommodate alignment of a parallel bicycle path to compliment but not impact the existing pedestrian pathway.

Where pinch-points exist (River Rock Café, Regency on the River) alternate routes will need to be established. The concept designs and mapping demonstrates how this might work, but acknowledges a statutory right of way would be required from property owners.

At Belvidere Park, there is room to accommodate a parallel bike path. However, reflection with the steering committee noted a number of other challenges, including location of benches, picnic tables, and businesses. For this section, extending the multi-use path north along the rail bed to Cliff Avenue seemed to make the most sense, leaving Belvidere Park as a pedestrian route.

(See Engineering Design Drawings attached for complete overview alignment.)

Curvilinear Trail Design



Where possible, curvature in the trail alignment is desired as a design standard, accompanied by positive alternating visual anchors along the trail corridor. Gentle meander and anchors like benches, trees, and even garbage cans, and gateway transition points like hedgerows and disappearing corners help to curb bicycle speed and make for a more attractive pathway corridor.

(Sample photo: Galloping Goose Trail, Victoria. Note desirable green separation of pedestrian and bicycle paths.)

A Note about Centre Lines

The sample photos above from the Galloping Goose trail in Victoria all show the use of a centre line to assist with separating two-way flow of traffic. On multi-use trails with higher user volumes it is recommended separated trails and/or provision of a centerline should be considered, if possible. (See engineering design notes attached.)

Trailheads:



The scope of this plan utilizes existing trailhead entry, staging, and parking locations throughout the Splatins and Enderby communities, including the new Splatins Community Centre. No new trailhead parking areas are identified for development. (Photo: trailhead parking at north end of existing Jim Watt Riverwalk trail, Enderby)

Lighting Plan: Four options for lighting along with approximate costs were explored for the entire Riverwalk trail and extension. These included a wired bollard style, a wired Bollard/Post Top Style combination, a wired Post Top Style, and a Solar Post Top Style. Of the four options, the wired Bollard/Post Top Style combination was recommended by Lawson Engineering and Development Services. Their rationale is:

Our recommendation for lighting is to stick with a wired system, and for esthetic and financial reasons we would recommend to install a bollard style / post top style combination. We would recommend staying with a wired system for two reasons, the first being that electrical connections are readily available throughout the existing and proposed extension of the Riverwalk, making a wired system a cheaper option. The second reason being that a wired system will remain functional no matter where it is placed, if a solar system is installed, there may be areas, or pockets, where the panel does not get enough sunlight and a wired system may not be an option as power has not been extended to it. (Correspondence, October 26, 2015)

A table comparing the advantages and disadvantages and estimated costs of each style, along with background information, is attached. As well, a detailed lighting design plan with costs is included for the preferred option.

Re: water in underground conduit – because of high water flooding of the Shuswap River, the concern for water affecting wiring was raised. Consultation with Lawson Engineering's electrical engineer suggested it was common to have water in underground conduit. The insulation on the wires is waterproof, and the splices are typically kept dry, but are also water resistant. It is also common practice to put drains on conduit so that they can dry out after a potential flood event. (Correspondence, October 27, 2015)

Additional Amenities (Benches, Trash Bins, Dog Bag Dispensers): additional amenities to consider within the trail design include benches, bag dispensers for dog walkers, and trash bins. The engineering designs identify potential bump out locations along the trail corridor to consider for benches which also factor in high-value natural viewing areas. Currently several different bench styles are utilized along the existing Riverwalk. It is suggested a review of the options weighing cost, structural resilience, and user feedback be conducted and a preferred design be chosen for the extension.



Bag dispensers for dog walkers and trash bins – trash bins and bag dispensers at key trail entry points and rest points should be considered, but weighed against community capacity to pay for upkeep and collection. As well, suitability of receptacle type within the riparian corridor should be assessed for animal interface. Generally, the open barrel style is not suitable where bears are present.



Landscaping Standards and Potential Improvements: Overall, it is recommended landscape enhancements be minimal and the existing natural habitat features along the Riverwalk extension be maintained. This best meets the environmental objectives of the project. Planting of privacy vegetation is recommended along the private Splat sin land between the rail bed and Old Vernon road. Where landscaping such as is this is warranted, it is recommended natural plant species be utilized wherever possible. (See Environmental Context summary below and review notes attached.)

Jurisdictional Notes: the existing and proposed Riverwalk extension all fall within the traditional territory of the Secwepemc Nation and the primary area of care of the Splat sin. Several other jurisdictions also carry responsibility for ensuring appropriate management of lands along the corridor. Much of the existing Riverwalk pathway is within City of Enderby boundary, but also within the riparian zone of the Shuswap River. Hence, it also falls under Ministry of Environment and Department of Fisheries and Oceans jurisdiction. The proposed section along the abandoned rail bed is still under Canadian Pacific Railway ownership, and will require acquisition in order to proceed. The southern section crosses onto Splat sin IR#2 Reserve Lands (including a short section across privately held land), and then travels within the road right-of-way managed through the Provincial Ministry of Transport. MoT approval will be required, as well as Splat sin commitment to include an additional

meter to the existing Right-of-Way along sections of the Road ROW to make up the 3 meter pathway width required to accommodate 2 way pedestrian and bicycle traffic.

Environmental Context and Preliminary Review: The existing Riverwalk trail and proposed extension follow the Shuswap River along the riparian boundary. The fisheries habitat values are very high. A preliminary environmental screening was conducted under direction of Adam Neil (Operations Manager/Environmental Scientist, Splat-sin Title and Rights) by Jeremy Ayotte (MSc RPBio) in consultation with Splat-sin Fisheries staff to assess the feasibility and best location for a trail extension.

Initially, the trail concept included the idea of constructing a new trail tread or elevated boardwalk within the low-lying riparian area of the Shuswap River just south of the existing trail. But given the historical industrial impacts along the west bank of the channel, the slow re-establishment of riparian vegetation, and the opportunity to use the Riverwalk extension as “an opportunity to increase public awareness, control invasive plants, and restore the natural values of this impacted area” (J. Ayotte MSc RPBio, Screening Report, July 14, 2015), it was recommended the extension alignment within the low-lying riparian area be avoided in favour of using the already impacted and existing rail bed. It was acknowledged this would have the lowest environmental impact, meet the objectives of the greenway trail project, and provide opportunity for education and improved restoration of the riparian area.

Although unlikely, it was recommended a survey for habitats used by species at risk should be completed before final trail layout. See the full environmental review attached.



Cultural/Traditional/and Archeological Review: Splat-sin staff, in reviewing the proposed alignment of the pathway extension, determined a formal traditional use and archeological review was not necessary given the primary alignment was within either the existing rail bed or road corridor.

Private Landowner Consent: the section of path between the rail bed and Old Vernon Road along the Splat-sin and City of Enderby boundary will require formal permission from the land owners, and may include an alignment revision to the south (to be finalized by Splat-sin staff with the property holders.) Privacy vegetation and installation of a memorial bench honouring family members have been recommended along this section.

Approvals/Notifications: A Riparian Areas Regulation (RAR) Review will be required prior to final design and construction for the alignment of trail along the City of Enderby/Splat-sin boundary to Old Vernon Road. And application to the Ministry of Transportation will be required for approval to build within the road right-of-way. Final approval for development on Splat-sin and City of Enderby lands will be required through each community's respective development offices. As well, a Section 9 Notification to the Ministry of Environment and Department of Fisheries and Oceans will be required prior to commencement of work.

Costing Summary: (see detailed Class 'A' Opinion of Probable Costs attached)

Combined: lighting plan included in extension cost summaries. (See detailed costing attached for breakdown.)

Section	Trail Construction & Lighting	Cost per Meter
Riverwalk Extension & Lighting – Existing Riverwalk to Railbed	\$13,463.05	\$320.55
Riverwalk Extension & Lighting – Railbed	\$144,279.00	\$343.52
Riverwalk Extension & Lighting – Railbed to Old Vernon Connector	\$36,800.00	\$408.89
Riverwalk Extension & Lighting – Old Vernon Road	\$259,986.25	\$393.92
Existing Riverwalk - lighting upgrade	\$385,595.00	\$283.53
Total Preliminary Construction Cost Estimate	\$840,123.30	

*Costs above include contingency & engineering. Costs exclude GST.

Trail Construction Only: extension costs only (for comparison with combined lighting plan)

Section	Trail Construction Only	Cost per Meter
Riverwalk Extension – Existing Riverwalk to Railbed	\$8,173.05	\$204.33
Riverwalk Extension – Railbed	\$66,516.00	\$166.29
Riverwalk Extension – Railbed to Old Vernon Connector	\$23,920.00	\$273.00
Riverwalk Extension – Old Vernon Road	\$155,681.25	\$247.67
Total Preliminary Construction Cost Estimate (Trail Only)	\$254,290.30	

*Costs above include contingency & engineering. Costs exclude GST.

Attachment A: Environmental Review

Attachment B: Technical design reference notes

Attachment C: Engineering design drawings, site mapping, and specifications package (including Overview and Pathway Lighting Design Plan) – Issued for Tender

Attachment D: Proposed Works Summary and Class ‘A’ Opinion of Probable Costs

Attachment E: Lighting Options, Advantages/Disadvantages Comparison, and Costs

Attachment F: Inventory of Existing Trail and Amenities



July 14, 2015

Phil McIntyre-Paul
Shuswap Trail Alliance
PO Box 1531
Salmon Arm BC V1E 4P6

Subject: Environmental screening overview for proposed Enderby-Splatsin Riverwalk Extension Trail

I assessed the potential environmental impacts of extending the City of Enderby Riverwalk Trail approximately 0.75 km along the Shuswap River to connect with the Splatsin Conference Center.

The two trail location options considered were: 1. Construct new trail tread or elevated boardwalk within the low-lying riparian area of Shuswap River or, 2. Align new trail tread within the existing rail bed.

The fisheries habitat values of this section of Shuswap River shoreline are very high. This channel provides key rearing habitat for salmonids off the main river channel. There are Provincial Fisheries Database records here confirming use of this area by Chinook salmon, Coho salmon, and Rainbow Trout (among other species). The slow moving backchannel is actually the confluence of Fortune Creek (south), Leduc Creek (east) and the Shuswap River. The reed grass and overhanging vegetation along the channel banks provide critical shade and nutrient inputs for teeming young salmon that are rearing in this backchannel during high water conditions.

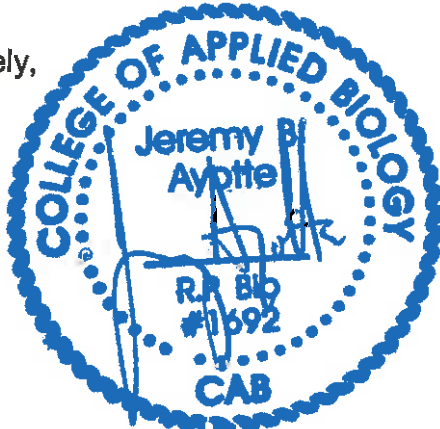
I walked the proposed trail extension area with Stuart Lee (Splatsin Fisheries Technician) who provided historical context on the area. This west bank of the channel has been highly impacted in the past from industrial development as a mill site, and as the edge of the railway right of way. Riparian vegetation is slowly re-establishing between the rail bed and the channel, although several invasive plant species are prevalent and will impact the colonization of native plants. The undisturbed cottonwood forest on the opposite (east) side of the channel provides an excellent example of what this riverbank would develop into if restored. Extension of the Riverwalk trail could be an opportunity to increase public awareness, control invasive plants, and restore the natural values of this impacted area.

Avoiding new trail construction within the low-lying riparian area and instead extending the Riverwalk trail within the existing rail bed would have the lowest environmental impact. It is my understanding that the existing rock ballast of the rail bed has been tested negative for contaminants and if structurally appropriate, could be left in place. Even if the rock ballast must be removed, there would be less impact on existing riparian vegetation than constructing new trail within the low-lying riparian area. The final section of trail connecting to the Splatsin Conference Center would leave the rail bed and travel through a previously disturbed industrial area. Although unlikely, a survey for habitats used by species at risk should be completed before final trail layout.

If examined in more detail and deemed low-impact, a short section of elevated boardwalk extending from the rail bed to a viewing platform on the edge of the channel could be considered. The viewing platform may provide further opportunity for public education on the fisheries values, the historic degradation of the channel bank, and the restoration provided by converting the rail bed to public trail.

Please contact me if you have any further questions.

Sincerely,



Jeremy Ayotte MSc RPBio

Monday, September 28, 2015

Attn: Phil McIntyre-Paul
Shuswap Trail Alliance
141 Shuswap Street SW
Salmon Arm, B.C. V1E 4H8

RE: Preliminary *Enderby-Splats'n Riverwalk Extension & Enhancement Plan* Design

Dear: Mr. Phil McIntyre-Paul & Involved Stakeholders.

Lawson Engineering and Development Services Ltd. (LEDS) was retained by Mr. Phil McIntyre-Paul of the Shuswap Trail Alliance in the matter of supplying engineering and consulting services in regards to the *Enderby-Splats'n Riverwalk Extension & Enhancement Plan*. After an initial site assessment and topographic survey LEDS has progressed to the next step of designing site-specific multi-use *shared* and *separate* laneway paths to in end, deliver possible options that best fit physical circumstances and involved stakeholders of the project. The purpose of this memorandum is to provide reference and insight into the design of a multi-use *shared* and *separate* path.

The Geometric Design Guide for Canadian Roads, 1999 is published by the Transportation Association of Canada. The recommended practices in the guide will be used throughout this project. The major relevant points from this guide related to route planning and design are list below:

- Bike routes must have adequate space, a smooth surface, the ability to maintain bike speed, and connectivity.
- Bicycle trails intended for use by commuters should follow a direct route to popular destinations. Rail corridors can offer an opportunity to provide a high quality commuter trail.
- While trails shared between cyclists and pedestrians offer benefits, conflicts between users can occur. Segregated trail, separate facilities, and/or provision of a centerline should be considered, if possible.
- The recommended widths for bicycle lanes are provided in TABEL A.2 – Bike Trail Lane Width. **The minimum recommended width for a two-way trail shared with pedestrians in 3.0 meters.**
- A horizontal clearance of 600mm is generally maintained between a bikeway and any lateral obstruction (i.e. lights).

TABLE A.2 BIKE TRAIL LANE WIDTH

CLASSIFICATION		LANE WIDTH (m) Design Domain
DIRECTION	USE	
Two-Way	Cycling Only	2.5 to 3.5
	Shared With Pedestrians	3.0 to 4.0
One-Way	Cycling Only	1.5 to 2.0
	Shared With Pedestrians	2.0 to 3.0

Source: Geometric Design Guide for Canadian Roads, Table 3.4.6.1.

Multi-use Trails:

Multi-purpose trails provide a single bi-directional trail that can either be on one side of a road right-away or can be completely removed from road networks altogether. Multi-use trails are wide, hard-surfaced pathways connecting to or through the city greenbelt, right-of-way, or parkland. There are primarily 3 different options for multi-use trail surfaces: (1) granular (hard packed fine granular), (2) paved (asphalt only), and (3) paved divided (asphalt with a clearly delineated painted center-line). In order to keep consistent with the existing trail corridor options 2 & 3 are recommended in this preliminary design. Across different references a median trail and shoulder width for a multi-use trail should consist of a trail-width of 3-4m (wider in sections with higher traffic) and shoulder width of 0.4-1m. Because trails are shared between many different types of users, grades should never exceed 5% as to promote safe accessibility while to also not deter inexperienced users. It should likewise be noted that multi-use trails should have approximately 2% cross-fall on surfaces to prevent pooling of water on trail surface and the possibility of creating hazardous conditions. Trail design should also incorporate numerous path specific signage (etiquette, length, services, direction) benches, shaded rest areas, bag dispensers for dog walkers, trash bins, and water fountains if/where appropriate.

For the section of *Riverwalk Extension* that parallels the Old Vernon Road and Quilakwa Crescent there are two major options based on: (1) both cyclists and walkers occupying the same shared surface, or (2) cyclists occupying a paralleled 1.0m wide extension of the road right-of-way and walkers occupying a separated pathway. In the case of a *shared multi-use path* (cyclists and walkers), the path would be separated from the road right-of-way by a 2m wide drainage ditch. In the case of the cyclists paralleling the road right-of-way on a 1.0m extension, the path for walkers would be similarly separated by a 2m wide drainage ditch. Both methods propose trade-offs, but are both viable options [dwg R6].

For the section of *Riverwalk Extension* that will not parallel any road right-of-way the decision is much more straightforward as the path is proposed to consist of one single asphalt surface with a clear-of-obstacles shoulder (0.5m) and to be either delineated by a painted/marked dividing line between cyclists and walkers, or to have no separation

between different users [dwg R3].

Trail Lighting:

There are several options for lighting the proposed trail and a number of different options that have been used across the province. Factors that influence lighting choices include the soil conditions, the overhead clearance, trail location, trail features and types of trail users. Options available include:

Wired – Wired lighting can be expensive to install and the most difficult to repair, however with a good design and quality components it can be the easiest to operate and maintain. It is likely that in this scenario the wires will be placed underground within a conduit.

Battery Powered – Battery powered lights are the cheapest to install and repair, but they are very difficult to maintain. Depending on the brightness of the lighting, batteries may need frequent replacement. If dead batteries go unnoticed, it presents a danger to trail users who must face a completely dark section of trail. Lights of this kind are usually only practical on trails with high traffic where a dead battery is likely to receive notice before an emergency.

Solar – Solar lights power themselves and are the most environmentally conscious option. There are no interconnecting wires with solar lights, which means repairs are contained to a single fixture at a time. However, solar-powered lights are not recommended in places with a significant tree canopy or where natural light is limited. The units can be very costly upfront, however in comparison to a wired system may be an option if the natural light can keep up to the solar needs.

LED – No matter what the power source, LED bulbs are a very strong option and are recommended. In comparison to standard incandescent bulbs, they produce much more light with very little power. In addition, LED's need to be replaced far less frequently thanks to their efficiency and durability. LEDs do have a greater initial cost than standard bulbs. Some common complaints about LED bulbs include uneven or unnatural lighting, flickering, and change in color over time.

Lighting fixtures on trails should be shorter and closer together than street-lights. They should be at an appropriate scale for the trails users while still providing an appropriate amount of horizontal and vertical clearance. Light fixtures in general shall be 25 – 35m apart, depending on the tree placement and the curve of the path.

Lights on a trail should, at the very least, be installed at the following locations according to AASHTO guidelines:

- Trailheads
- Public gathering places
- Along streets

- Cross-walks
- Where the path crosses another path or sidewalk
- On signage

This document is meant to shed light on the premises through which the development of the preliminary design plan for the *Enderby-Splats'n Riverwalk Extension & Enhancement Plan* is comprised. We would be pleased to meet with you and discuss any concerns with the project and address any concerns that may arise. Please contact us to discuss further.

Best Regards,

Lawson Engineering and Development Services Ltd.

DRAFT

Blake Lawson, P.Eng
Project Engineer
blake@lawsondevelopments.com

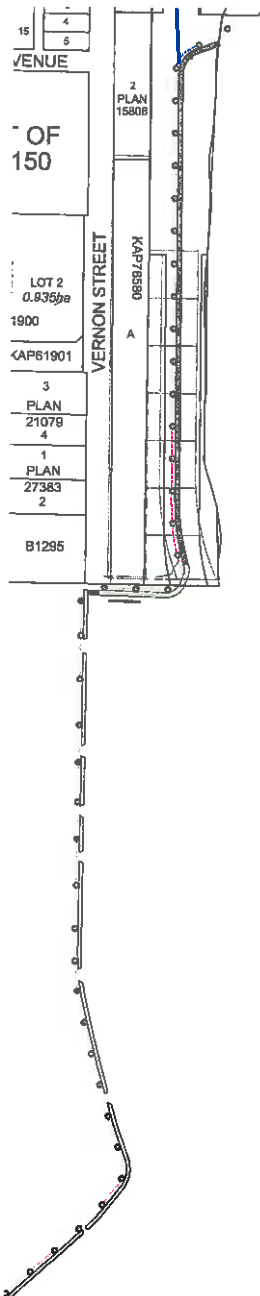
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ENDERBY-SPLATSN RIVER-WALK EXTENSION AND ENHANCEMENT PLAN

DRAWING INDEX:

SHEET 2 OF 9	RAIL-BED/PROFILE (R-1)
SHEET 3 OF 9	RAIL-BED/PROFILE (R-2)
SHEET 4 OF 9	RAIL-BED/PROFILE (R-3)
SHEET 5 OF 9	OLD VERNON RD/PROFILE (R-4)
SHEET 6 OF 9	OLD VERNON RD/PROFILE (R-5)
SHEET 7 OF 9	QUILAKWA CRS/PROFILE (R-6)
SHEET 8 OF 9	RIVERWALK OVERVIEW (O-1)
SHEET 9 OF 9	STREET LIGHT LAYOUT (E-1)



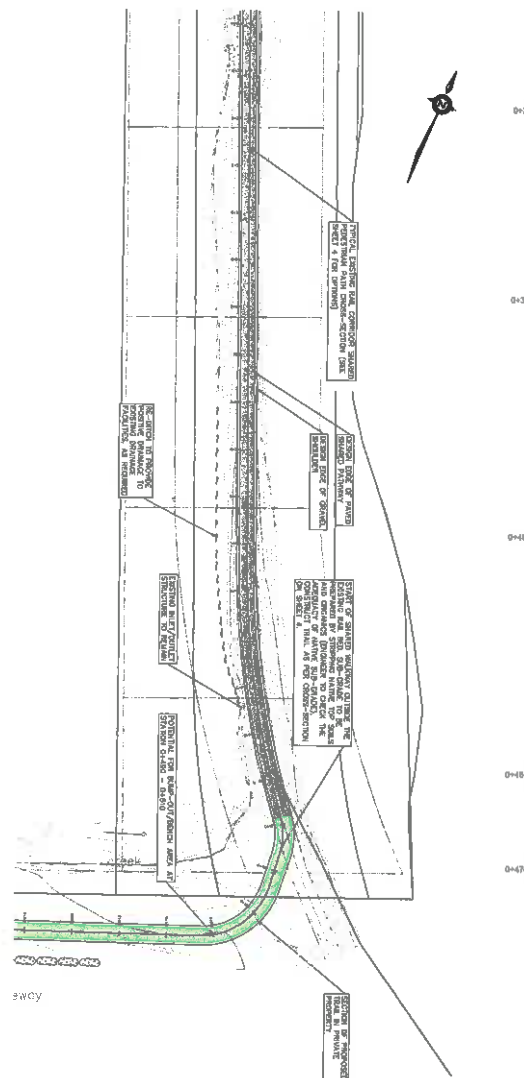
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ENDERBY/QUILAKWA TRAIL
ALLIANCE

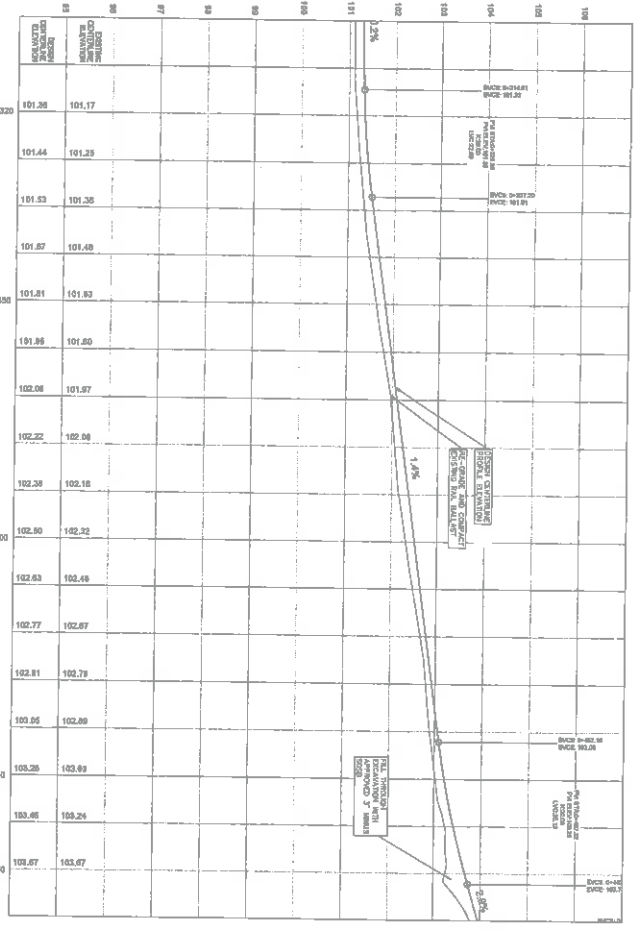
PREPARED BY:
LAWSON
ENGINEERING & DESIGN
SOLUTIONS

DESIGN BY: AUSTIN WATERS
DESIGN DATE: SEPTEMBER 17, 2015
REVIEWED BY: BLAKE LAWSON, P.ENG.
DRAWN BY: AUSTIN WATERS
DATE: SEPTEMBER 17, 2015
SITE REVIEW DATE: AUGUST 20, 2015
FILE NAME: ENDERBY TRAIL ALLIANCE - DSN.DWG
SCALE: AS NOTED
REVISION NUMBER: 1
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MINISTRY OF TRANSPORTATION

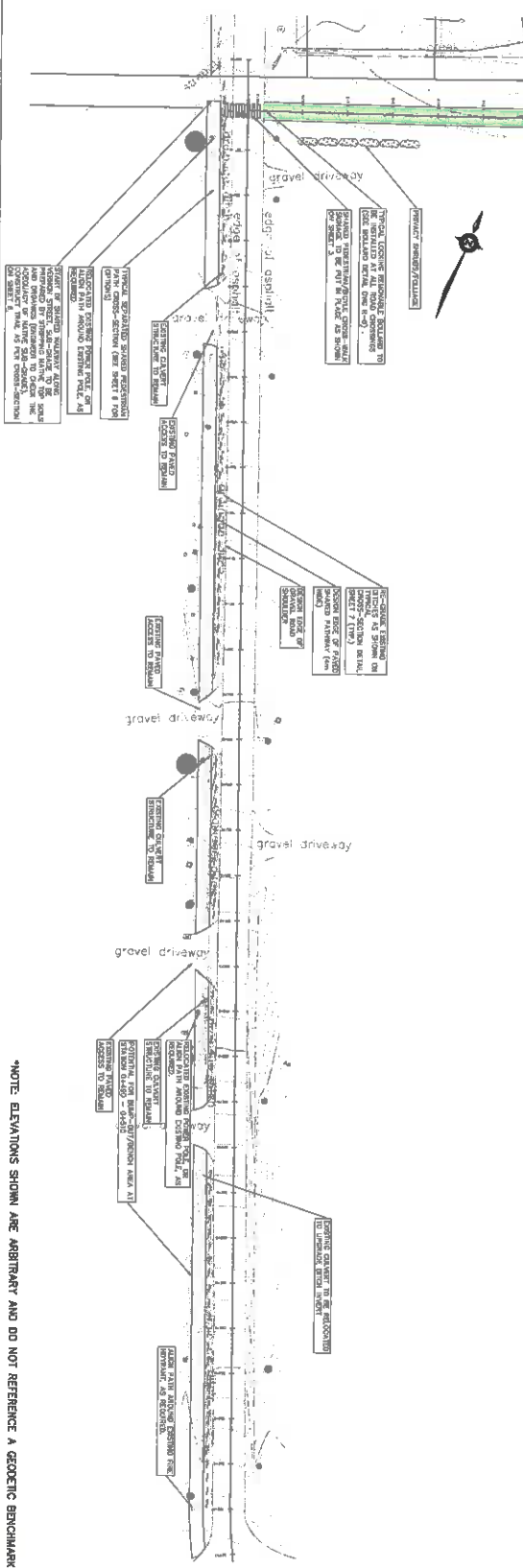
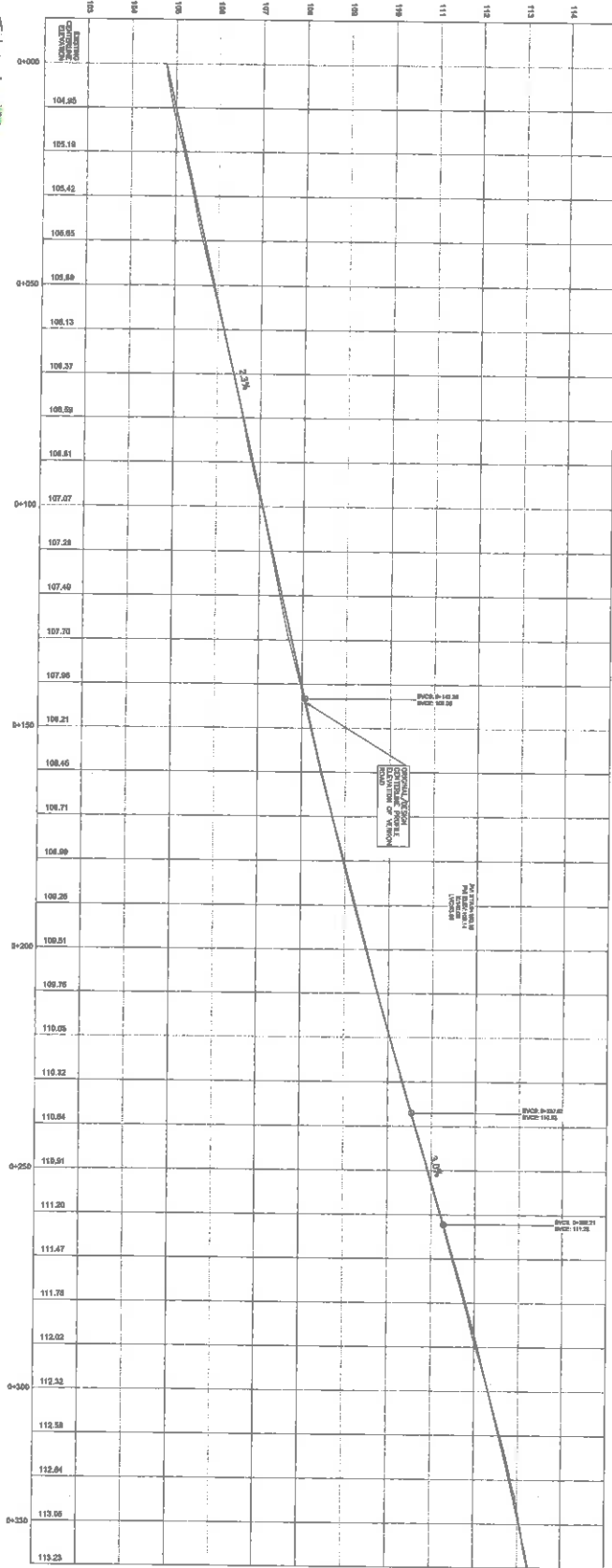


NOTE: ELEVATIONS SHOWN ARE ARBITRARY AND DO NOT REFERENCE A GEODETIC BENCHMARK



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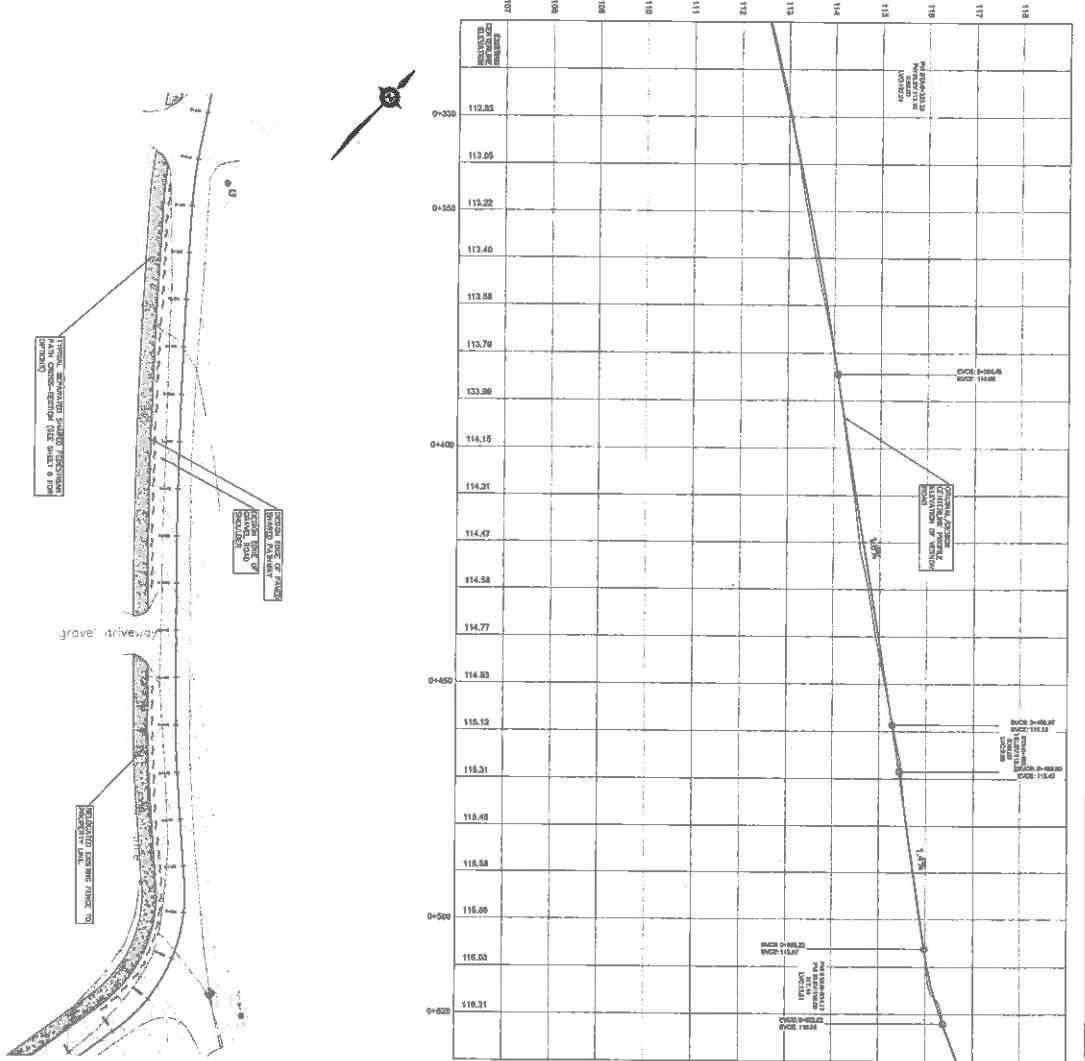
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- 3. TRAIL ELEVATION
- 4. TRAIL ALIGNMENT
- 5. TRAIL CROSSING
- 6. TRAIL JUNCTION
- 7. TRAIL BRIDGE
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NOTE: ELEVATIONS SHOWN ARE ARBITRARY AND DO NOT REFERENCE A GEODETIC BENCHMARK



SIGNAGE

MINISTRY OF TRANSPORTATION

MULTI-USE PATH BIKE LANE

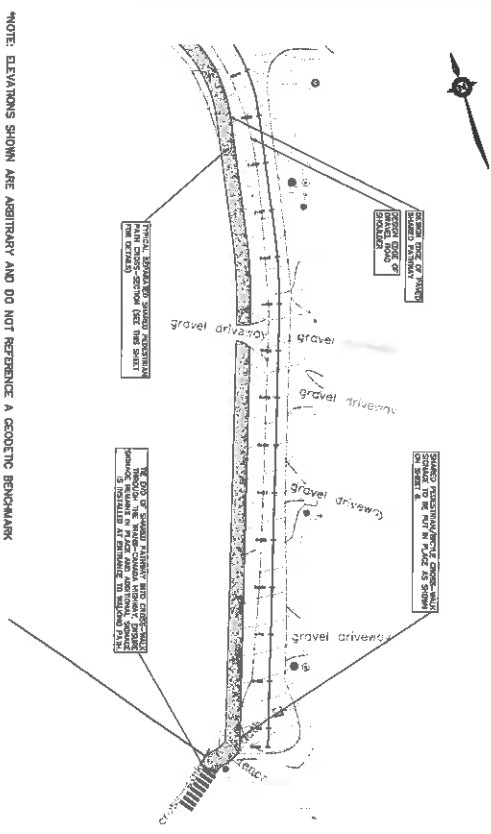
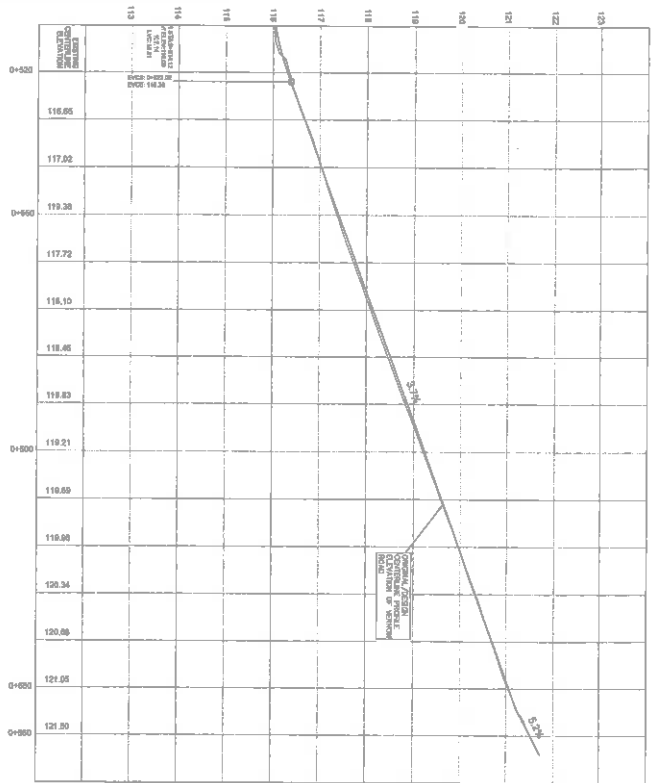


MULTI-USE PATH CROSS-WALK

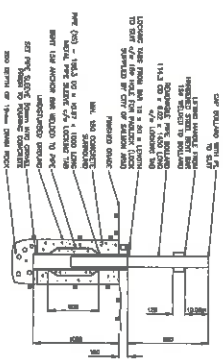
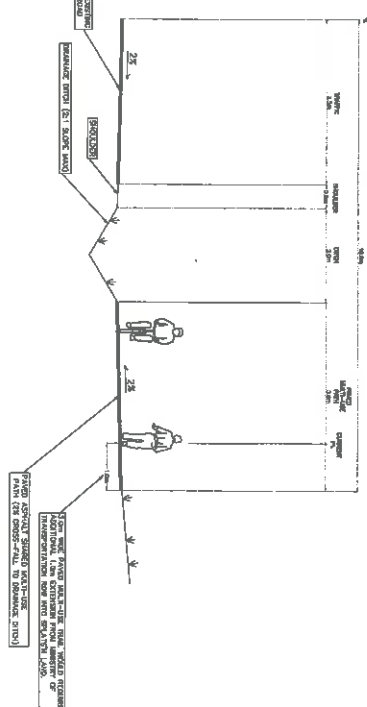


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- 702. PROJECT
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- 774. PROJECT
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- 776. DRAWN
- 777. CHECKED
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- 780. SCALE
- 781. NORTH
- 782. PROJECT
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- 796. SCALE
- 797. NORTH
- 798. PROJECT
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- 800. DRAWN
- 801. CHECKED
- 802. BY
- 803. DATE
- 804. SCALE
- 805. NORTH
- 806. PROJECT
- 807. DATE
- 808. DRAWN
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- 812. SCALE
- 813. NORTH
- 814. PROJECT
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- 816. DRAWN
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- 968. DRAWN
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- 972. SCALE
- 973. NORTH
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- 976. DRAWN
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- 980. SCALE
- 981. NORTH
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- 984. DRAWN
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- 988. SCALE
- 989. NORTH
- 990. PROJECT
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- 993. CHECKED
- 994. BY
- 995. DATE
- 996. SCALE
- 997. NORTH
- 998. PROJECT
- 999. DATE
- 1000. DRAWN



NOTE: ELEVATIONS SHOWN ARE ARBITRARY AND DO NOT REFERENCE A GEODETIC BENCHMARK



INTERNAL LOOKING RESPONSIBLE ROADWAY

VERNON ROAD OPTION 2

SCALE: N.T.S.

LEGEND

- 1. EXISTING GRADE
- 2. PROPOSED GRADE
- 3. EXISTING ROADWAY
- 4. PROPOSED ROADWAY
- 5. EXISTING SIDEWALK
- 6. PROPOSED SIDEWALK
- 7. EXISTING CURB
- 8. PROPOSED CURB
- 9. EXISTING DRAINAGE
- 10. PROPOSED DRAINAGE
- 11. EXISTING FENCE
- 12. PROPOSED FENCE
- 13. EXISTING UTILITY
- 14. PROPOSED UTILITY
- 15. EXISTING TREE
- 16. PROPOSED TREE
- 17. EXISTING LANDSCAPE
- 18. PROPOSED LANDSCAPE
- 19. EXISTING SIGN
- 20. PROPOSED SIGN
- 21. EXISTING LIGHT
- 22. PROPOSED LIGHT
- 23. EXISTING STRUCTURE
- 24. PROPOSED STRUCTURE
- 25. EXISTING FURNITURE
- 26. PROPOSED FURNITURE
- 27. EXISTING OTHER
- 28. PROPOSED OTHER

NOTES

1. EXISTING GRADE
2. PROPOSED GRADE
3. EXISTING ROADWAY
4. PROPOSED ROADWAY
5. EXISTING SIDEWALK
6. PROPOSED SIDEWALK
7. EXISTING CURB
8. PROPOSED CURB
9. EXISTING DRAINAGE
10. PROPOSED DRAINAGE
11. EXISTING FENCE
12. PROPOSED FENCE
13. EXISTING UTILITY
14. PROPOSED UTILITY
15. EXISTING TREE
16. PROPOSED TREE
17. EXISTING LANDSCAPE
18. PROPOSED LANDSCAPE
19. EXISTING SIGN
20. PROPOSED SIGN
21. EXISTING LIGHT
22. PROPOSED LIGHT
23. EXISTING STRUCTURE
24. PROPOSED STRUCTURE
25. EXISTING FURNITURE
26. PROPOSED FURNITURE
27. EXISTING OTHER
28. PROPOSED OTHER

PROJECT

VERNON ROAD OPTION 2

STATIONS 0+520 TO 0+660

DATE: 17-SEP-15

DRAWN BY: BTL

LEGEND

1. EXISTING GRADE

2. PROPOSED GRADE

3. EXISTING ROADWAY

4. PROPOSED ROADWAY

5. EXISTING SIDEWALK

6. PROPOSED SIDEWALK

7. EXISTING CURB

8. PROPOSED CURB

9. EXISTING DRAINAGE

10. PROPOSED DRAINAGE

11. EXISTING FENCE

12. PROPOSED FENCE

13. EXISTING UTILITY

14. PROPOSED UTILITY

15. EXISTING TREE

16. PROPOSED TREE

17. EXISTING LANDSCAPE

18. PROPOSED LANDSCAPE

19. EXISTING SIGN

20. PROPOSED SIGN

21. EXISTING LIGHT

22. PROPOSED LIGHT

23. EXISTING STRUCTURE

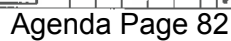
24. PROPOSED STRUCTURE

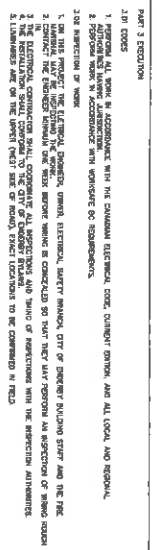
25. EXISTING FURNITURE

26. PROPOSED FURNITURE

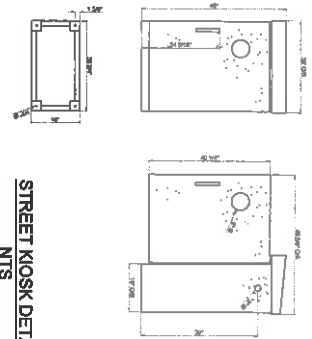
27. EXISTING OTHER

28. PROPOSED OTHER





EXISTING RIVER-WALK LIGHTING UP-GRADE
1:2000



STREET KIOSK DETAIL
NTS

[illegible]

STREET LIGHT LAYOUT

OVERALL VIEW

2	2	DRG No.	E-1	REG No.	1
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RIVERWALK EXTENSION - 2015 PROPOSED WORKS SUMMARY
7-Dec-15
CLASS 'A' OPINION OF PROBABLE COSTS

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
(*Denotes Nominal Quantity)

CLASS 'A' OPINION OF PROBABLE COSTS

SECTION	TRAIL CONSTRUCTION	COST PER METER
RIVERWALK EXTENSION - EXISTING RIVERWALK TO RAILBED	<u>\$13,463.05</u>	<u>\$320.55</u>
RIVERWALK EXTENSION - RAILBED STATION 0+050 TO 0+470	<u>\$144,279.00</u>	<u>\$243.52</u>
RIVERWALK EXTENSION - RAILBED/OLD VERNON CONNECTOR STATION 0+470 TO 0+562	<u>\$36,800.00</u>	<u>\$408.89</u>
RIVERWALK EXTENSION - OLD VERNON ROAD STATION 0+000 TO 0+660	<u>\$259,986.25</u>	<u>\$393.92</u>
EXISTING RIVERWALK - LIGHTING UPGRADE (CoE CAMPGROUND TO EXTENSION)	<u>\$385,595.00</u>	<u>\$283.53</u>
TOTAL PRELIMINARY CONSTRUCTION COST ESTIMATE	<u>\$840,123.30</u>	
NOTES: COSTS ABOVE INCLUDE CONTINGENCY & ENGINEERING COSTS ABOVE EXCLUDE GST		

RIVERWALK EXTENSION - EXISTING RIVERWALK TO RAILBED
7-Dec-15
CLASS 'A' OPINION OF PROBABLE COSTS

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Clearing & Grubbing	LS	LS	1,500.00	1,500.00
1.2	Supply & Install Asphalt (50mm)	m2	80 *	24.00	1,920.00
1.3	Common Excavation & Disposal	m3	40 *	12.00	480.00
1.4	Road & Subgrade Construction	m3	20 *	16.00	320.00
1.5	Remove & Place Excess Railbed Sub-Ballast	m3	35 *	25.00	875.00
1.6	Supply & Place 25mm WGB Base Aggregate	m3	6 *	72.00	432.00
1.7	Supply & Install 500Ø CSP Culvert	m	6 *	180.00	1,080.00
2.0	ELECTRICAL & LIGHTING				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install Post Top Lights c/w Wiring (Allowance)	ea	1 *	3,000.00	3,000.00
2.2	Supply & Install 38Ø Duct	m	40 *	40.00	1,600.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES				
	SECTION 3				
	Supply, Install Complete				
3.1	Landscape Restoration	LS	LS	500.00	500.00

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	AMOUNT \$
	SUMMARY			
1.0	ROADS & EARTHWORKS			\$ 6,607.00
2.0	ELECTRICAL & LIGHTING			\$ 4,600.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES			\$ 500.00
	SUB TOTAL			\$ <u>11,707.00</u>
	ENGINEERING & CONTINGENCY (15%)			\$ 1,756.05
	TOTAL			\$ <u>13,463.05</u>
	GST (5%)			\$ <u>673.15</u>
	TOTAL			\$ <u><u>14,136.20</u></u>
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost. 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost. 3) Excludes BCLS, Site Geotechnical, Environmental Impact Assessments			

RIVERWALK EXTENSION - RAILBED STATION 0+050 TO 0+470
7-Dec-15
CLASS 'A' OPINION OF PROBABLE COSTS

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Clearing & Grubbing	LS	LS	<u>2,500.00</u>	<u>2,500.00</u>
1.2	Supply & Install Asphalt (50mm)	m2	1260 *	<u>24.00</u>	<u>30,240.00</u>
1.3	Common Excavation & Disposal	m3	0 *	<u>12.00</u>	<u>-</u>
1.4	Road & Subgrade Re-Construction/Grading	m2	1700 *	<u>8.00</u>	<u>13,600.00</u>
1.5	Remove & Place Excess Railbed Sub-Ballast	m3	0 *	<u>25.00</u>	<u>-</u>
1.6	Supply & Place 25mm WGB Base Aggregate	m3	140 *	<u>75.00</u>	<u>10,500.00</u>
1.7	Supply & Install 500ø CSP Culvert	m	0 *	<u>180.00</u>	<u>-</u>
2.0	ELECTRICAL & LIGHTING				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install Ornamental Lights c/w Wiring (Allowance)	ea	16 *	<u>3,000.00</u>	<u>48,000.00</u>
2.2	Supply & Install 38ø Duct	m	436 *	<u>45.00</u>	<u>19,620.00</u>
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES				
	SECTION 3				
	Supply, Install Complete				
3.1	Landscape Restoration	LS	LS	<u>1,000.00</u>	<u>1,000.00</u>

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	AMOUNT \$
	SUMMARY			
1.0	ROADS & EARTHWORKS			\$ 56,840.00
2.0	ELECTRICAL & LIGHTING			\$ 67,620.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES			\$ 1,000.00
	SUB TOTAL			\$ 125,460.00
	ENGINEERING & CONTINGENCY (15%)			\$ 18,819.00
	SUB TOTAL			\$ 144,279.00
	GST (5%)			\$ 7,213.95
	TOTAL			\$ 151,492.95
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.			
	2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost.			
	3) Excludes BCLS, Site Geotechnical, Environmental Impact Assessments			

RIVERWALK EXTENSION - RAILBED/OLD VERNON CONNECTOR STATION 0+470 TO 0+562

7-Dec-15

CLASS 'A' OPINION OF PROBABLE COSTS

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES

(*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Clearing & Grubbing	LS	LS	2,000.00	2,000.00
1.2	Supply & Install Asphalt (50mm)	m2	255 *	24.00	6,120.00
1.3	Common Excavation & Disposal	m3	170 *	12.00	2,040.00
1.4	Road & Subgrade Re-Construction/Grading	m2	340 *	6.00	2,040.00
1.5	Remove & Place Excess Railbed Sub-Ballast	m3	140 *	25.00	3,500.00
1.6	Supply & Place 25mm WGB Base Aggregate	m3	30 *	72.00	2,160.00
1.7	Supply & Install 500Ø CSP Culvert	m	8 *	180.00	1,440.00
2.0	ELECTRICAL & LIGHTING				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install Ornamental Lights c/w Wiring (Allowance)	ea	3 *	3,000.00	9,000.00
2.2	Supply & Install 38Ø Duct	m	55 *	40.00	2,200.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES				
	SECTION 3				
	Supply, Install Complete				
3.1	Landscape Restoration	LS	LS	1,500.00	1,500.00

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	AMOUNT \$
	SUMMARY			
1.0	ROADS & EARTHWORKS			\$ 19,300.00
2.0	ELECTRICAL & LIGHTING			\$ 11,200.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES			\$ 1,500.00
	SUB TOTAL			\$ <u>32,000.00</u>
	ENGINEERING & CONTINGENCY (15%)			\$ 4,800.00
	SUB TOTAL			\$ <u>36,800.00</u>
	GST (5%)			\$ <u>1,840.00</u>
	TOTAL			\$ <u><u>38,640.00</u></u>
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost. 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost. 3) Excludes BCLS, Site Geotechnical, Environmental Impact Assessments			

RIVERWALK EXTENSION - OLD VERNON ROAD STATION 0+000 TO 0+660

December 7, 2015

CLASS 'A' OPINION OF PROBABLE COSTS

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES

(*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Clearing & Grubbing	LS	LS	2,500.00	2,500.00
1.2	Supply & Install Asphalt (50mm)	m2	2000 *	24.00	48,000.00
1.3	Common Excavation & Disposal	m3	1320 *	12.00	15,840.00
1.4	Road & Subgrade Re-Construction/Grading	m2	0 *	4.00	-
1.5	Supply & Place 75mm Sub-Base Aggregate	m3	1055 *	45.00	47,475.00
1.6	Supply & Place 25mm WGB Base Aggregate	m3	200 *	72.00	14,400.00
1.7	Supply & Install 500ø CSP Culvert	m	12 *	180.00	2,160.00
2.0	ELECTRICAL & LIGHTING				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install Ornamental Lights c/w Wiring (Allowance)	ea	19 *	3,000.00	57,000.00
2.2	Supply & Install 38ø Duct	m	655 *	40.00	26,200.00
2.3	Supply & Install Street Kiosk and Hydro Connection	LS	LS *	7,500.00	7,500.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES				
	SECTION 3				
	Supply, Install Complete				
3.1	Landscape Restoration	LS	LS	5,000.00	5,000.00

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	AMOUNT \$
	SUMMARY			
1.0	ROADS & EARTHWORKS			\$ 130,375.00
2.0	ELECTRICAL & LIGHTING			\$ 90,700.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES			\$ 5,000.00
	SUB TOTAL			\$ 226,075.00
	ENGINEERING & CONTINGENCY (15%)			\$ 33,911.25
	SUB TOTAL			\$ 259,986.25
	GST (5%)			\$ 12,999.31
	TOTAL			\$ 272,985.56
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost. 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost. 3) Excludes BCLS, Site Geotechnical, Environmental Impact Assessments			

ENDERBY RIVERWALK - EXISTING RIVERWALK
7-Dec-15
CLASS 'A' OPINION OF PROBABLE COSTS

SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Remove & Dispose Existing Asphalt	m2	250	12.00	3,000.00
1.2	Remove & Dispose Existing Concrete	m2	200	16.00	3,200.00
1.3	Supply & Install Asphalt (50mm)	m2	250 *	28.00	7,000.00
1.4	Common Excavation & Disposal	m3	450 *	12.00	5,400.00
1.5	Supply & Install Concrete Curb	m	250 *	65.00	16,250.00
1.6	Supply & Install Concrete Sidewalk	m2	200 *	58.00	11,600.00
2.0	ELECTRICAL & LIGHTING				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install Ornamental Lights c/w Wiring (Allowance)	ea	40 *	3,000.00	120,000.00
2.2	*Supply & Install Bollard Style Lights c/w Wiring (Allowance)	ea	42 *	2,100.00	88,200.00
2.3	Supply & Install 38Ø Duct Typical Trench	m	1110 *	40.00	44,400.00
2.4	Supply & Install 25Ø Duct Concrete Encased	m	250 *	45.00	11,250.00
2.5	Supply & Install CoE Electrical Connection	ea	3 *	5,000.00	15,000.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES				
	SECTION 3				
	Supply, Install Complete				
3.1	Landscape Restoration	LS	LS	10,000.00	10,000.00

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	AMOUNT \$
	SUMMARY			
1.0	ROADS & EARTHWORKS			\$ 46,450.00
2.0	ELECTRICAL & LIGHTING			\$ 278,850.00
3.0	LANDSCAPING, SIGNAGE AND ACCESSORIES			\$ 10,000.00
	SUB TOTAL			\$ 335,300.00
	ENGINEERING & CONTINGENCY (15%)			\$ 50,295.00
	SUB TOTAL			\$ 385,595.00
	GST (5%)			\$ 19,279.75
	TOTAL			\$ 404,874.75
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost. 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost. 3) Excludes BCLS, Site Geotechnical, Environmental Impact Assessments			

Type of Lighting	Advantages/Disadvantages	Estimated Cost Per Light	Estimated Cost Per KM
Bollard Style – Wired	<ul style="list-style-type: none"> • Lower initial cost as compared to solar style lighting. • Closer spacing to provide adequate lighting. • Requires trenching, rehabilitation and electrical infrastructure. • Produces less glare than post top style light as the light is focused closer to the ground level. • Bollard style lighting can be problematic due to their easy access for vandalism. However, bollards and guards are now available to better protect them. 	\$1,500.00	\$270,000.00
Bollard /Post Top Style Combination - Wired	<ul style="list-style-type: none"> • This option is presented to allow an option that provides the benefits of the bollard style lighting in high density areas / intersections; and the financial benefits of the post top street lights in the longer more open stretches of trail. 	\$1,500.00 \$3,500.00	\$200,000.00
Post Top Style - Wired	<ul style="list-style-type: none"> • As compared to bollard style lighting, less lights will be required due to a wider spread of light. • Lower initial cost as compared to solar style lighting. • Requires trenching, rehabilitation and electrical infrastructure to install. • May produce more glare towards neighboring properties and lighting of the night sky. 	\$3,500.00	\$175,000.00
Post Top Style - Solar	<ul style="list-style-type: none"> • Avoids trenching and connections to the grid, electrical infrastructure and 	\$5,000.00	\$250,000.00

	<ul style="list-style-type: none"> • rehabilitation in around existing trails. • May minimize the impact to environmentally sensitive areas. • Higher initial cost. • May be less visually appealing due to solar panels. • Require open sunlight in order to provide enough energy to light regularly. Most areas within extension are open enough; however, some areas through existing may not. 		
LED Lighting	<ul style="list-style-type: none"> • No matter the type of lighting, LED bulbs are a strong option. • In comparison to standard incandescent bulbs, they produce much more light with very little power. • In addition, LEDs need to be replaced far less frequently thanks to their efficiency and durability. LEDs can last over 15 years or 70,000 hours. • LEDs provide a precise lighting pattern to reduce light trespass onto neighboring property. • LEDs turn on and off instantly with no warm up period. • LEDs do have a greater initial cost, the bulbs typically cost about 1.5 – 2 times that of an incandescent bulb. • Some complaints occur regarding the LED bulbs including uneven or unnatural lighting, flickering and change in color over time. 		

**Costs per km are based on manufacturers recommended spacing for desired lux, as a general guideline spacing to be at 4 times the height of the fixture.*

Low Level Luminaires

B30 Traditional Bollards

FEATURES

- New energy efficient 20 LED module now available for the B30 Bollard
- The exclusive Kim optical louver system on the B30 bollard achieves a broad light distribution with low glare
- The B30's clean, simple unobtrusive form looks good up close as well as at a distance
- Battery back-up, emergency battery pack and houseside shield options available

B30



ORDERING INFORMATION (Example)

ORDERING INFORMATION (Example)			
B30	20L3KUV	DB	EM
FIXTURE		FIXTURE FINISH	OPTIONS
B30 Traditional Bollard		BL Black	HS Houseside Shield
		DB Dark Bronze	EM Battery Back-up*
		LG Light Gray	
		SG Stealth Gray™	
		PS Platinum Silver	
		WH White	
		CC Custom Color*	
		*Consult representative	

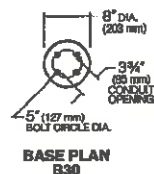
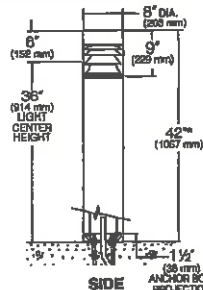
ELECTRICAL MODULE

LED

Color Temperature	Color Temperature	Voltages
10L 10 LEDs (IES Type 1)	2K Amber	UV Universal Voltage (120 thru 277)
15L 25 LEDs (IES Type 3)	3K 3000K	
	4K 4200K	
20L 20 LEDs (IES Type 5)	5K 5100K	

B30 TRADITIONAL BOLLARD

Maximum weight: 30 lb



*30\"/>

OPTIONAL HOUSESIDE SHIELD



GE
Lighting

Evolve™ LED Post Top

Salem (EPST)



imagination at work

Product Features

The Evolve™ LED Salem Post Top offers energy efficiency and quality of light in a classic, utility carriage look and style. The advanced LED optical system provides improved horizontal and vertical uniformity, reduced glare and improved lighting control. GE's unique optical ring technology effectively aims the light where you need it, while eliminating the unsightly shadow circles commonly seen under other LED post top fixtures.

The Salem post top can yield up to a 60-percent reduction in system energy compared with standard HID systems, depending on applications. This reliable system operates well in cold temperatures and offers more than 11 years of service life to reduce maintenance frequency and expense, based on a 50,000 hour life and 12 hours of operation per day. Containing no mercury or lead, this environmentally responsible product is RoHS compliant.

Applications

- Roadway, site, area, and general lighting utilizing advanced LED optical system providing high uniformity, excellent vertical illuminance, reduced offsite visibility, and reduced on-site glare.

Housing

- Die-cast aluminum housing.
- Traditional utilitarian "carriage" design incorporates the heat sink directly into the unit ensuring maximum heat transfer and long LED life.
- Meets 2G vibration standards per ANSI C136.31-2001. For 3G rating contact factory.

LED & Optical Assembly

- Structured LED array for optimized Roadway/walkway photometric and distribution.
- Evolve light engine consisting of nested concentric directional reflectors designed to optimize application efficiency and minimize glare.
- Utilizes high brightness LEDs, 65 CRI at 4100K typical.
- LM-79 tests and reports are performed in accordance with IESNA standards.

Lumen Maintenance

- System rating is 50,000 hours at L85. Contact factory for L rating (Lumen Depreciation) beyond 50,000 hours.

Ratings

- UL/cUL listed, suitable for wet locations.
- IP 65 rated optical enclosure per ANSI C136.25-2009.
- Temperature rated at -40° to 50°C.

Mounting

- Post top mounting 3-inch (76mm) OD held in place with three black squarehead set screws.

Finish

- Corrosion resistant polyester powder painted, minimum 2.0 mil. thickness.
- Standard colors: Black & Dark Bronze.
- RAL & custom colors available.

Electrical

- 120-277 volt and 347-480 volt available.
- System power factor is >90% and THD <20%.
- Class "A" sound rating.
- Integral surge protection non-dimming:
 - For 120-277VAC per IEEE/ANSI C62.41.-1991, 4kV/2kA Location Category B2 (120 Events)
 - For 347-480VAC per IEEE/ANSI C62.41.-1991, 6kV/3kA Location Category B3 (120 Events)
- Integral surge protection GE dimming:
 - For 120-480VAC per IEEE/ANSI C62.41.2-2002, 6kV/3kA Location Category B (120 Events)
- Optional high capability surge protection per IEEE/ANSI C62.41.2-2002.
 - Rating 1 - 10kV/5kA Location Category (120 events)
 - Rating 2 - 6kV/3kA Location Category C-Low (5000 events)
- EMI: Title 47 CFR Part 15 Class A
- Photo electric sensors (PE) available for all voltages.

Ordering Number Logic

Salem Post Top (EPST)



E P S T

41

N

P

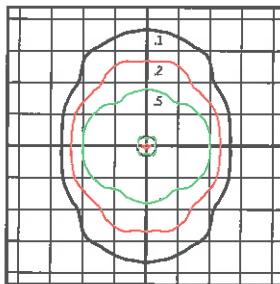
PROD. ID	VOLTAGE	OPTICAL CODE	LED COLOR TEMP	OPTICAL SIDE PANELS	PE FUNCTION	MOUNTING ARM	COLOR	OPTIONS
E = Evolve	0 = 120 - 277 H = 347 - 480		41 = 4100K	N = None	1 = None 2 = PE Rec. 4 = PE Rec. with Shorting Cap 5 = PE Rec. with Control	P = Pole Mounted	BLCK = Black DKBZ = Dark Bronze Contact manufacturer for other colors.	F = Fusing P = Prewire with 6" of 14/3 cable T = Extra Surge Protection* XXX = Special Options *Contact manufacturer for availability.
P = Post Top	1 = 120* 2 = 208* 3 = 240* 4 = 277* 5 = 480* D = 347*				PE control not available for 347-480V. Must be a discrete voltage.			
S = Salem								
T = Traditional								

*Specify single voltage only if fuse option is selected

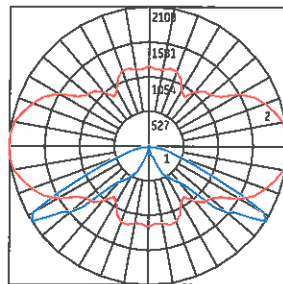
TYPE III TYPE V	OPTICAL CODE	TYPE	TYPICAL INITIAL LUMENS		TYPICAL SYSTEM WATTAGE		POLE SPACING			BUG RATINGS			IES FILE NUMBER	
			4100K	120-277V	347-480V	2-4 LANES	0	U	G	120-277V			347-480V	
	C5	Symmetric	5,700	84	90	5:1	B3	U2	G1	EPST_C5_41A_-120-277V			EPST_C5_41A_-347-480V	
	E5	Symmetric	2,900	48	52	5:1	B2	U2	G1	EPST_E5_41A_-120-277V			EPST_E5_41A_-347-480V	
	C3	Asymmetric Wide	5,700	84	90	5:1	B1	U2	G2	EPST_C3_41A_-120-277V			EPST_C3_41A_-347-480V	
	E3	Asymmetric Wide	2,900	48	52	5:1	B1	U2	G1	EPST_E3_41A_-120-277V			EPST_E3_41A_-120-277V	

Photometrics

EPST Type V – Symmetric (C5)
5,700 Lumens, 4100K

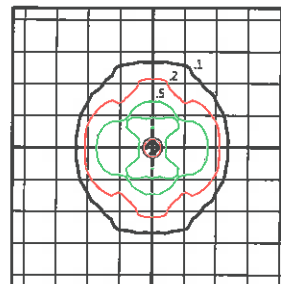


Grid Distance in Units of Mounting Height at 16' Initial Footcandle Values at Grade

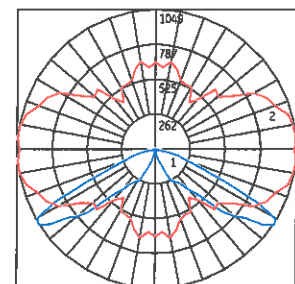


Polar Trace Vertical and Horizontal Plane through Horizontal Angle of Maximum Candlepower

EPST Type V – Symmetric (E5)
2,900 Lumens, 4100K

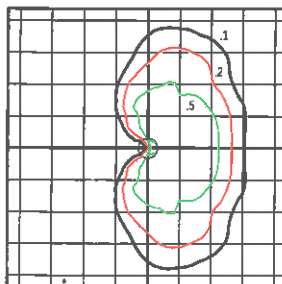


Grid Distance in Units of Mounting Height at 16' Initial Footcandle Values at Grade

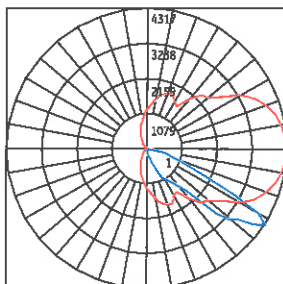


Polar Trace Vertical and Horizontal Plane through Horizontal Angle of Maximum Candlepower

EPST Type III – Asymmetric Wide (C3)
5,700 Lumens, 4100K

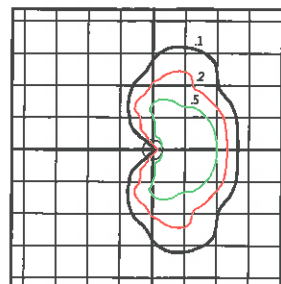


Grid Distance in Units of Mounting Height at 16' Initial Footcandle Values at Grade

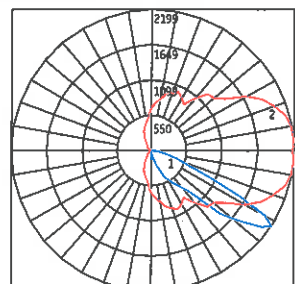


Polar Trace Vertical and Horizontal Plane through Horizontal Angle of Maximum Candlepower

EPST Type III – Asymmetric Wide (E3)
2,900 Lumens, 4100K

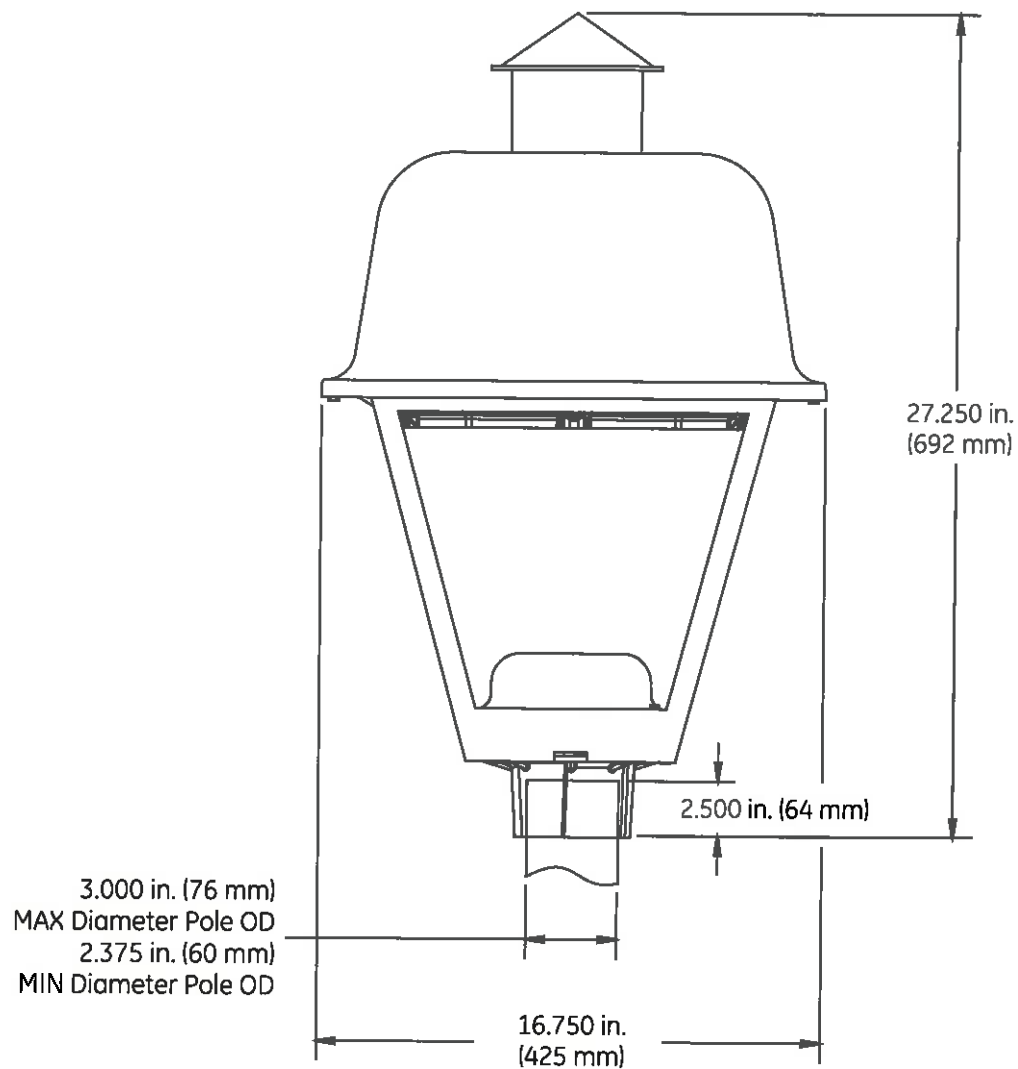


Grid Distance in Units of Mounting Height at 16' Initial Footcandle Values at Grade



Polar Trace Vertical and Horizontal Plane through Horizontal Angle of Maximum Candlepower

Product Dimensions



DATA

- Approximate Net Weight: 27 lbs (12 kgs)
- Suggested Mounting Height: 8-16 ft max (2.5-5 m)
- Effective Projected Area (EPA): 1.6 sq ft max (0.15 sq m)



www.gelighting.com

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OLP2897 (Rev 08/22/14)

Jim Watt Heritage Riverwalk Trail – Enderby: INVENTORY

Inventory Date: July 28, 2015

Prepared by: Phil McIntyre-Paul, The Shuswap Trail Alliance

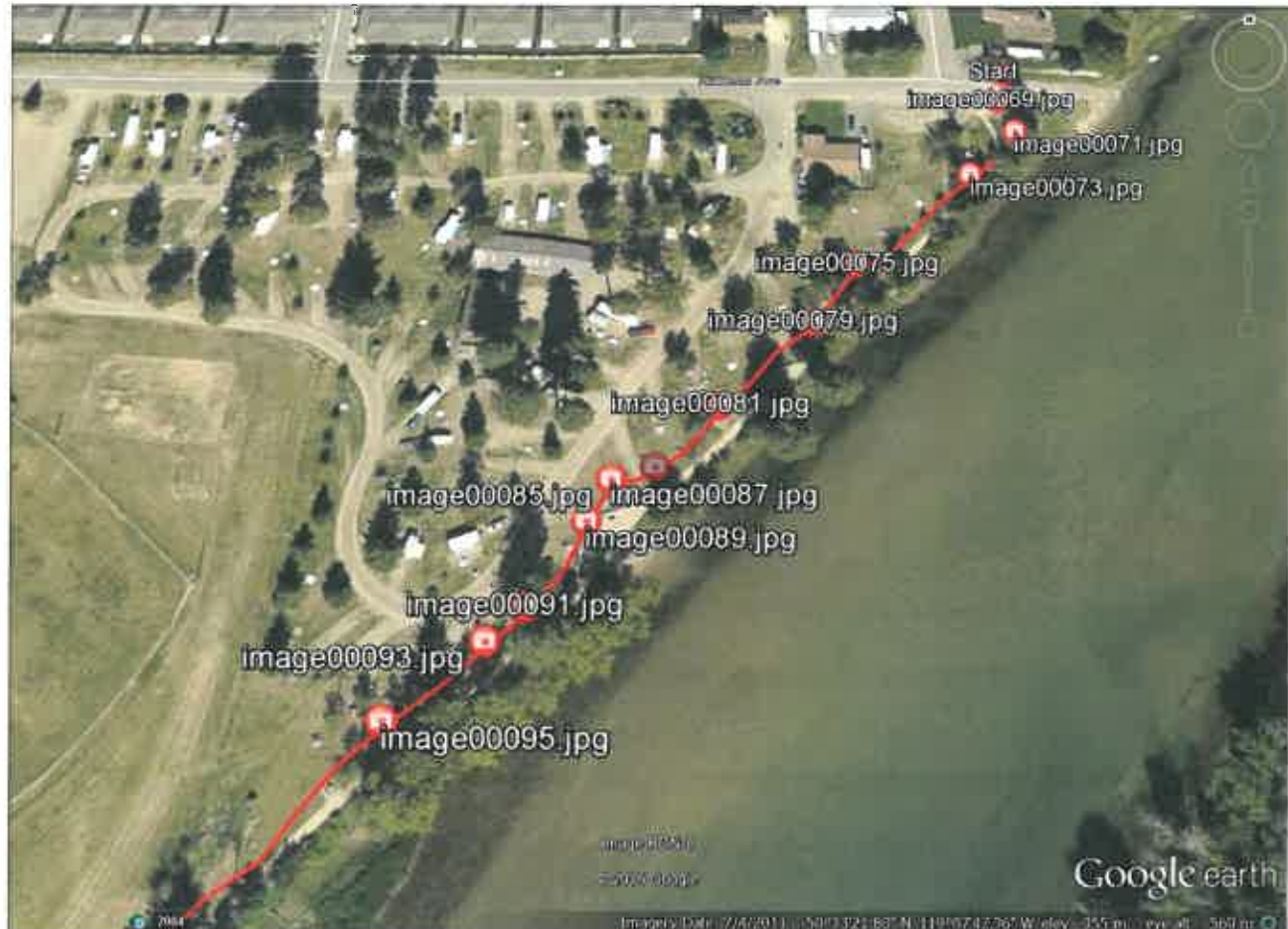
Length: 1500 m (approx..)

Trailhead: waypoint 00067 (on reference map) end: waypoint 000249

UTM 11 U 348624 5601648

UTM 11 U 348624 5601648

Riverside RV Campground Section



Waypoint/Photo: 00067

UTM: 11 U 349237 5602743

Kildonan Avenue boat launch and north trail head parking area.

	<p>Waypoint/Photo #: 00069</p> <p>UTM: 11 U 349233 5602733</p> <p>North trailhead entry, dog bag receptacle, and signage.</p> <p>Walkway width (average): 6 ft (1.8 m)</p> <p>Walkway construction: sectioned concrete</p>
	<p>Waypoint/Photo #: 00071</p> <p>UTM: 11 U 349233 5602733</p> <p>Trailhead garbage bin</p>
	<p>Waypoint/Photo #: 00073</p> <p>UTM: 11 U 349233 5602733</p> <p>Bench (west side of trail)</p> <p>Bench pads (concrete): 4 foot x 7 foot (avg)</p>
	<p>Waypoint/Photo #: 00075 & 00077</p> <p>UTM: 11 U 349188 5602679</p> <p>Bench (west side of trail)</p>



Waypoint/Photo #: 00079
 UTM: 11 U 349176 5602662
 Bench (west side of trail)



Waypoint/Photo #: 00081
 UTM: 11 U 349153 5602639
 Bench (west side of trail)



Waypoint/Photo #: 00083
 UTM: 11 U 349137 5602623
 North ramp to commemorative plaques and stairs to river at storm water outlet.



Waypoint/Photo #: 00085
 UTM: 11 U 349128 5602620
 Bench with eroding back rest at commemorative plaques



Waypoint/Photo #: 00087

UTM: 11 U 349128 5602620

Benches at commemorative plaques



Waypoint/Photo #: 00089

UTM: 11 U 349122 5602610

South side stairs to river at commemorative plaques and storm water outlet.



Waypoint/Photo #: 00091

UTM: 11 U 349110 5602591

Bench (west side of trail)



Waypoint/Photo #: 00093

UTM: 11 U 349101 5602584

Bench (west side of trail)

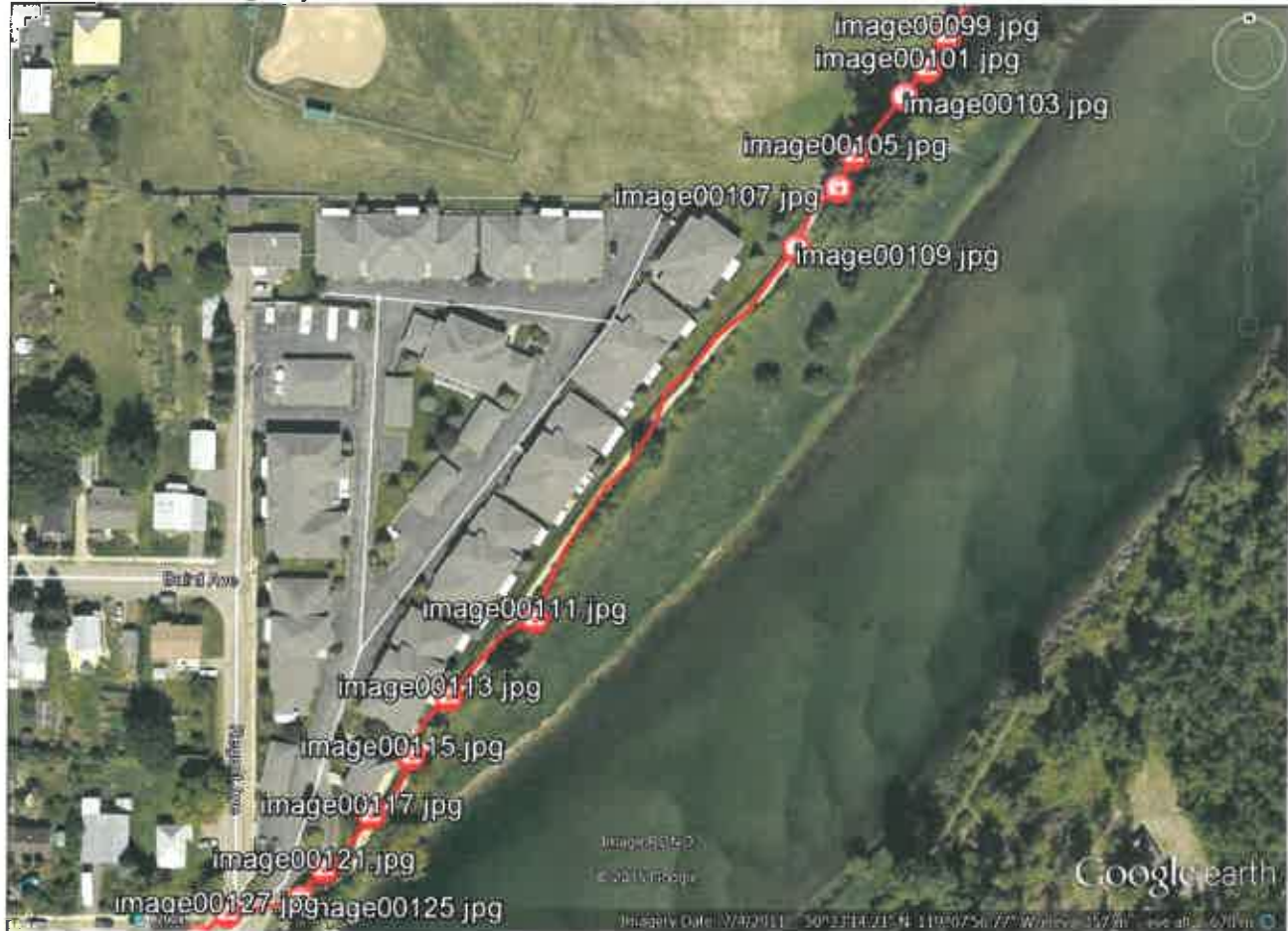


Waypoint/Photo #: 00095

UTM: 11 U 349082 5602568

Two benches facing (west side of trail)

Riverside Park to Regency on the River Section







Waypoint/Photo #: 00097

UTM: 11 U 349031 5602515

Bench (west side)

	<p>Waypoint/Photo #: 00099</p> <p>UTM: 11 U 349031 5602515</p> <p>Tether post for Garbage bin? (no bin in place)</p>
	<p>Waypoint/Photo #: 00101</p> <p>UTM: 11 U 349025 5602506</p> <p>Two benches facing (west side)</p>
	<p>Waypoint/Photo #: 00103</p> <p>UTM: 11 U 349019 5602498</p> <p>Picnic Bench</p>
	<p>Waypoint/Photo #: 00105</p> <p>UTM: 11 U 349004 5602482</p> <p>Bench (west side of path)</p>

	<p>Waypoint/Photo #: 00107</p> <p>UTM: 11 U 348999 5602473</p> <p>Bench and Garbage bin at north end of Regency section (South East corner of Riverside Park)</p> <p>Note: narrower trail width = 5 feet</p>
	<p>Waypoint/Photo #: 00109</p> <p>UTM: 11 U 348987 5602456</p> <p>Trail on east side of Regency on the River</p> <p>Width: 5 feet</p> <p>Note: wood border.</p>
	<p>Waypoint/Photo #: 00111</p> <p>UTM: 11 U 348911 5602353</p> <p>Trail on east side of Regency on the River</p>
	<p>Waypoint/Photo #: 00113</p> <p>UTM: 11 U 348886 5602332</p> <p>Variable width section along east side of Regency on the River</p>

	<p>Waypoint/Photo #: 00115</p> <p>UTM: 11 U 348875 5602315</p> <p>Variable width section along east side of Regency on the River</p>
	<p>Waypoint/Photo #: 00117</p> <p>UTM: 11 U 348863 5602299</p> <p>Concrete remnant creates interesting feature and anchor point along Regency section.</p>
	<p>Waypoint/Photo #: 119000</p> <p>UTM: 11 U 348849 5602284</p> <p>Recycle container at south end of Regency on the River trail section.</p>
	<p>Waypoint/Photo #: 00121</p> <p>UTM: 11 U 348849 5602284</p> <p>Arbour and bench at south end of Regency on the River trail section (next to Regency entry)</p>



Waypoint/Photo #: 00123

UTM: 11 U 348849 5602284

Trail section closed during road/sewer work on Regent Road at time of inventory.
(July 28/2015)



Waypoint/Photo #: 00125

UTM: 11 U 348842 5602275

Acknowledgement plaque.

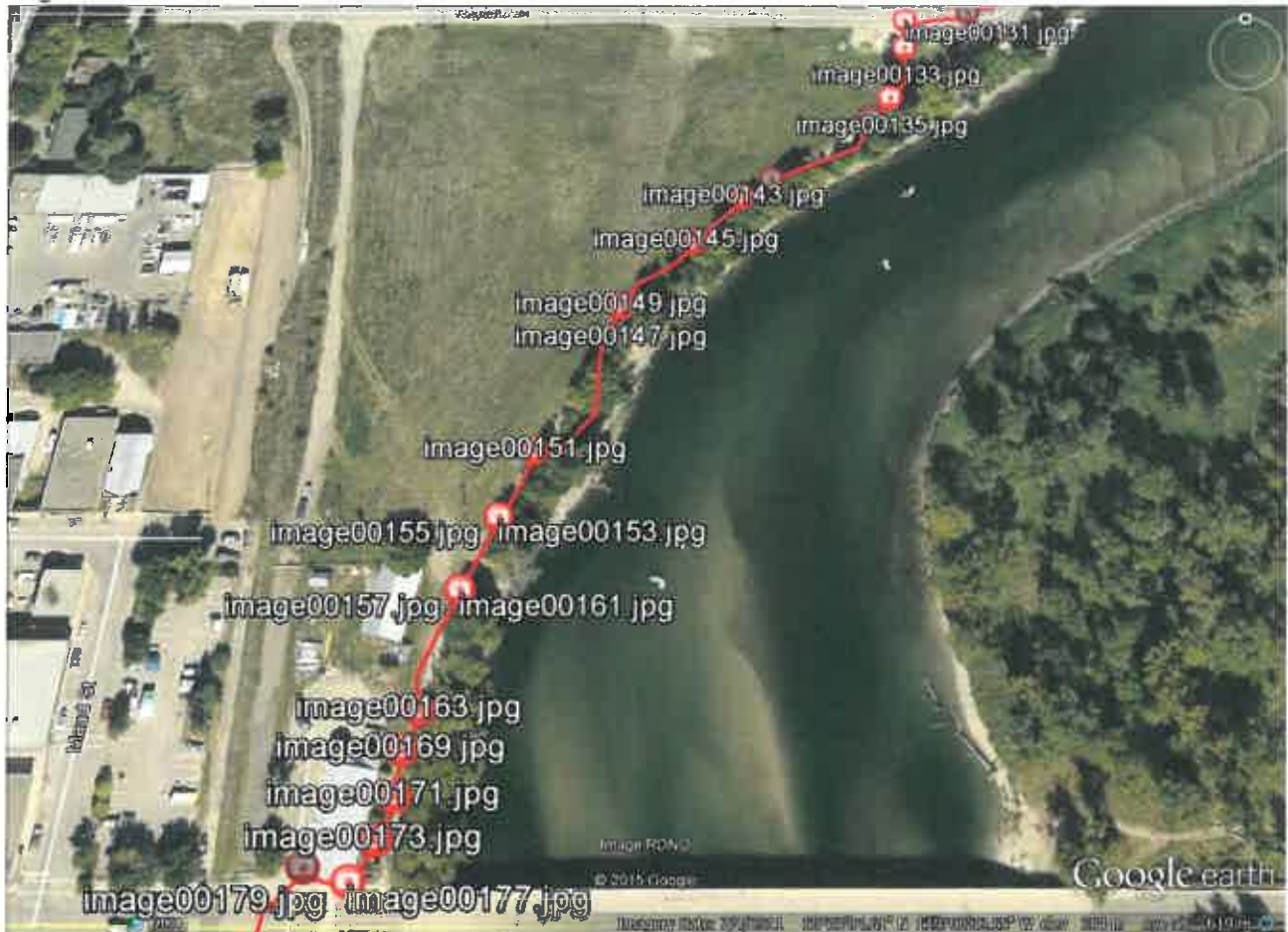


Waypoint/Photo #: 00127

UTM: 11 U 348821 5602272

Regent Avenue and Entrance to Regency on the River.

Regent Avenue to Cliff Avenue Section



Waypoint/Photo #: 00129

UTM: 11 U 348813 5602265

Bench and interpretive sign (within construction area during inventory)

(July 28/2015)

	<p>Waypoint/Photo #: 00131</p> <p>UTM: 11 U 348791 5602261</p> <p>Temporary ramp to Riverwalk path during road/sewer construction at east end of Regent Avenue during inventory. (July 28/2015)</p> <p>Note: elevated path alignment along this section.</p>
	<p>Waypoint/Photo #: 00133</p> <p>UTM: 11 U 348790 5602250</p> <p>Garbage bin, picnic bench, dog bag receptacle, and sign (within construction area during inventory) (July 28/2015)</p>
	<p>Waypoint/Photo #: 00135</p> <p>UTM: 11 U 348783 5602231</p> <p>Bench on east (river) side of path.</p>
	<p>Waypoint/Photo #: 00137</p> <p>UTM: 11 U 348776 5602223</p> <p>Picnic bench on east side of path</p>



Waypoint/Photo #: 00139

UTM: 11 U 348776 5602223

Historic interpretive sign: The Pole Yard



Waypoint/Photo #: 00141

UTM: 11 U 348744 5602199

Tether post (for garbage bin? Missing?)



Waypoint/Photo #: 00143

UTM: 11 U 348735 5602193

Historic Interpretive Sign: The Red Star



Waypoint/Photo #: 00145

UTM: 11 U 348720 5602177

Bench (east side of trail)

	<p>Waypoint/Photo #: 00149</p> <p>UTM: 11 U 348698 5602155</p> <p>Survey stake TH 2161 (July 28/2015)</p>
	<p>Waypoint/Photo #: 00151</p> <p>UTM: 11 U 348674 5602110</p> <p>Social side path – west side to rail bed</p>
	<p>Waypoint/Photo #: 00153</p> <p>UTM: 11 U 348665 5602091</p> <p>Storm sewer outlet.</p>
	<p>Waypoint/Photo #: 00155</p> <p>UTM: 11 U 348665 5602091</p> <p>Jersey barriers along east side of trail.</p>



Waypoint/Photo #: 00159

UTM: 11 U 348656 5602071

Historic interpretive sign: The Flour Mill



Waypoint/Photo #: 00161

UTM: 11 U 348656 5602071

Garbage bin and picnic bench (east side)



Waypoint/Photo #: 00163

UTM: 11 U 348648 5602041

Bench (east side of trail)



Waypoint/Photo #: 00165

UTM: 11 U 348648 5602041

Historic interpretive Sign

	<p>Waypoint/Photo #: 00167</p> <p>UTM: 11 U 348644 5602032</p> <p>Historic interpretive sign: The Bridge</p>
	<p>Waypoint/Photo #: 00169</p> <p>UTM: 11 U 348644 5602032</p> <p>Picnic bench and checkerboard (east side of trail)</p>
	<p>Waypoint/Photo #: 00171</p> <p>UTM: 11 U 348643 5602021</p> <p>Garbage bin and dog bag receptacle</p>
	<p>Waypoint/Photo #: 00173</p> <p>UTM: 11 U 348639 5602011</p> <p>Trail entry sign (Foot path; No skate boarding or bicycling)</p>



Waypoint/Photo #: 00175

UTM: 11 U 348639 5602011

Trailhead acknowledgement sign (Cliff Avenue entry)



Waypoint/Photo #: 00177

UTM: 11 U 348634 5602003

Cliff Avenue sidewalk – Riverwalk hike icon



Waypoint/Photo #: 00181

UTM: 11 U 348624 5602006

Cliff Avenue cross walk.



Waypoint/Photo #: 00183

UTM: 11 U 348615 5601988

Planter barrier – south side of Cliff Avenue crosswalk.

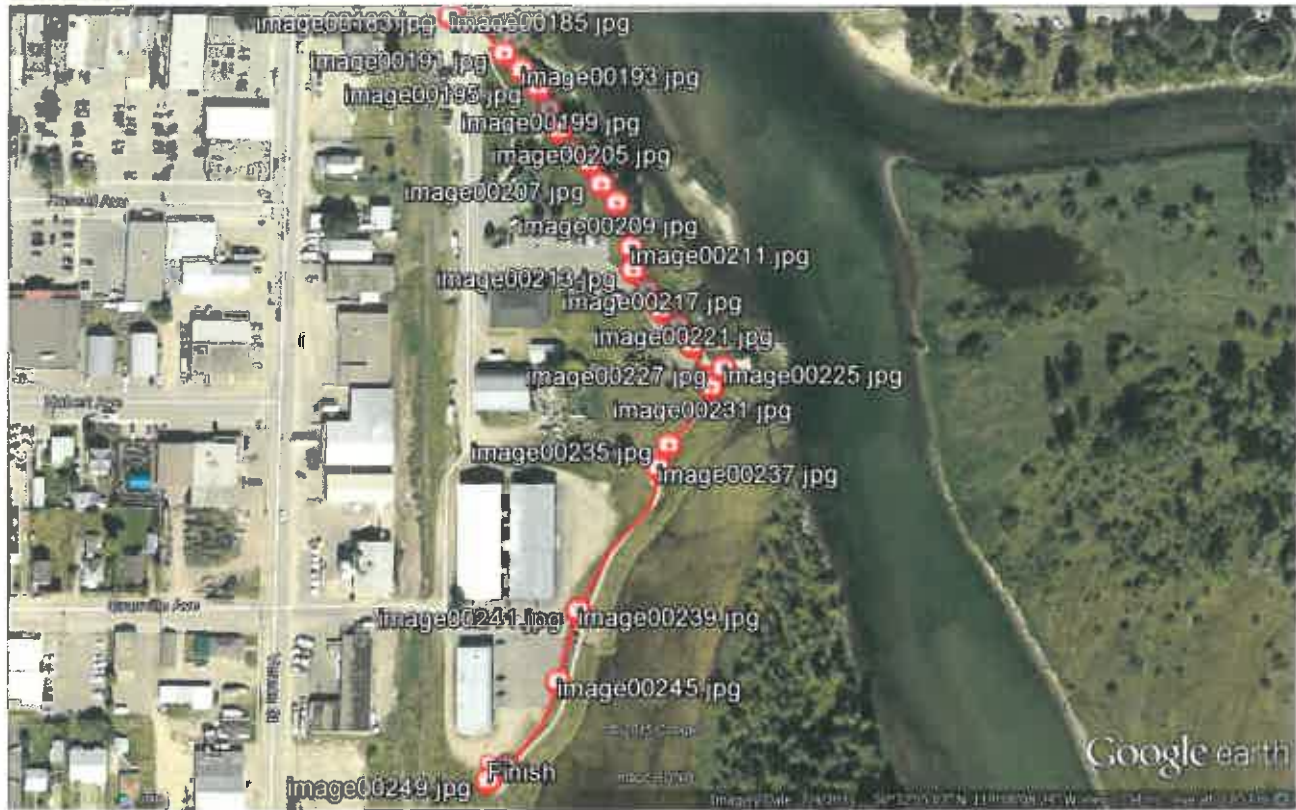


Waypoint/Photo #: 00185

UTM: 11 U 348615 5601988

Railway Street crosswalk.

Belvedere Park Section



Waypoint/Photo #: 00187

UTM: 11 U 348627 5601988

Entry path to Belvedere Park.



Waypoint/Photo #: 00189

UTM: 11 U 348627 5601988

Pathway split to visitors centre.



Waypoint/Photo #: 00189

UTM: 11 U 348638 5601971

Path surface transition to narrower width.



Waypoint/Photo #: 00193

UTM: 11 U 348646 5601963

Bench (west side of path)



Waypoint/Photo #: 00195

UTM: 11 U 348653 5601955

Bench (west side of path)



Waypoint/Photo #: 00197

UTM: 11 U 348658 5601946

Bench (west side of path)



Waypoint/Photo #: 00199

UTM: 11 U 348662 5601935

Historic interpretive sign: The Sawmill



Waypoint/Photo #: 00201

UTM: 11 U 348667 5601926

Bench (west side of path)



Waypoint/Photo #: 00203

UTM: 11 U 348667 5601926

Historic interpretive sign: River Transportation



Waypoint/Photo #: 00205

UTM: 11 U 348675 5601920

Bench (west side of path)

	<p>Waypoint/Photo #: 00207</p> <p>UTM: 11 U 348680 5601910</p> <p>Bench (west side of path)</p>
	<p>Waypoint/Photo #: 00211</p> <p>UTM: 11 U 348693 5601881</p> <p>Dog bag receptacle.</p>
	<p>Waypoint/Photo #: 00213</p> <p>UTM: 11 U 348693 5601871</p> <p>Recycle bin (portable)</p>
	<p>Waypoint/Photo #: 00215</p> <p>UTM: 11 U 348700 5601863</p> <p>Side path to river.</p>

	<p>Waypoint/Photo #: 00219</p> <p>UTM: 11 U 348713 5601846</p> <p>Bench (west side of path)</p>
	<p>Waypoint/Photo #: 00221</p> <p>UTM: 11 U 348719 5601837</p> <p>Hand launch path to river and signage.</p>
	<p>Waypoint/Photo #: 00225</p> <p>UTM: 11 U 348733 5601826</p> <p>Water intake/river viewing area.</p>
	<p>Waypoint/Photo #: 00227</p> <p>UTM: 11 U 348733 5601826</p> <p>Mechanical covers.</p>

	<p>Waypoint/Photo #: 00223</p> <p>UTM: 11 U 348733 5601826</p> <p>Lamp post, garbage bin, bench – at water intake/river viewing area.</p>
	<p>Waypoint/Photo #: 00231</p> <p>UTM: 11 U 348727 5601818</p> <p>Bench (west side of path)</p>
	<p>Waypoint/Photo #: 00235</p> <p>UTM: 11 U 348707 5601793</p> <p>Jersey Barrier</p>
	<p>Waypoint/Photo #: 00237</p> <p>UTM: 11 U 348702 5601783</p> <p>Picnic bench (west side of path)</p>

	<p>Waypoint/Photo #: 00239</p> <p>UTM: 11 U 348665 5601721</p> <p>Garbage bin.</p>
	<p>Waypoint/Photo #: 00241</p> <p>UTM: 11 U 348665 5601721</p> <p>Bench (west side of path – entry bump out)</p>
	<p>Waypoint/Photo #: 00243</p> <p>UTM: 11 U 348665 5601721</p> <p>Water fountain (not working)</p>
	<p>Waypoint/Photo #: 00247</p> <p>UTM: 11 U 348633 5601654</p> <p>End of existing Riverwalk – picnic bench.</p>

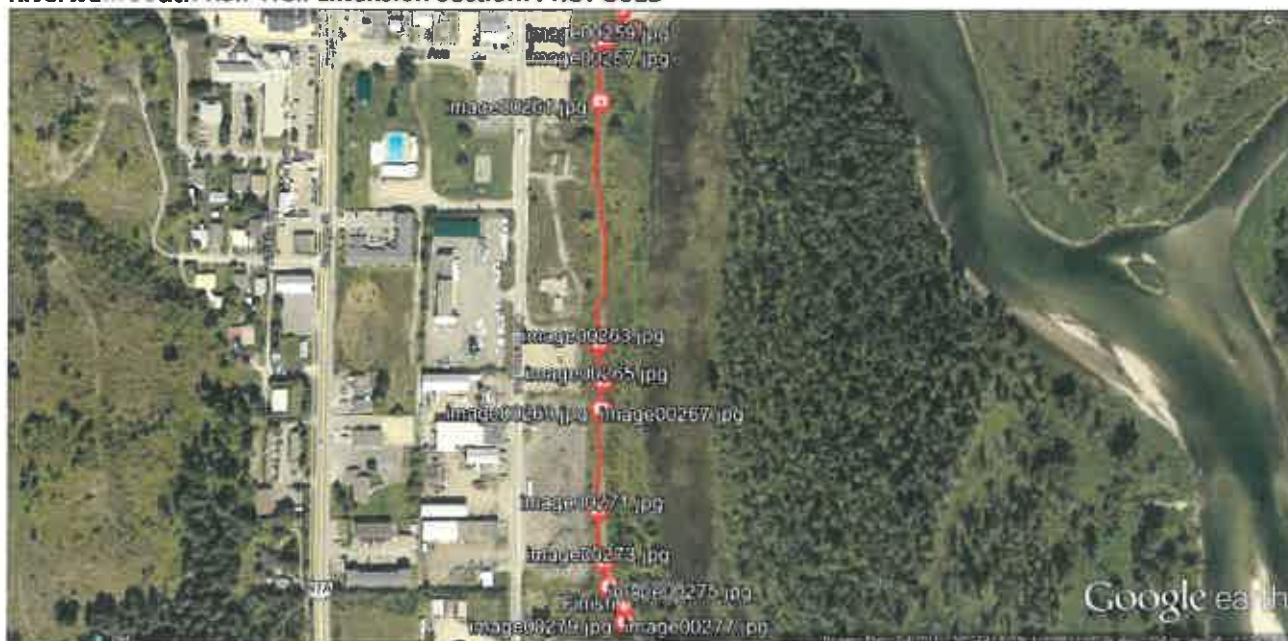


Waypoint/Photo #: 00249

UTM: 11 U 348624 5601648

End of existing Riverwalk – garbage bin.





Riverwalk South Rail-Trail Extension Section: PROPOSED



Waypoint/Photo #: 00251

UTM: 11 U 348624 5601648

West connector – existing Riverwalk to rail bed.

	<p>Waypoint/Photo #: 00259</p> <p>UTM: 11 U 348598 5601639</p> <p>Proposed rail bed extension (north end).</p>
	<p>Waypoint/Photo #: 00271</p> <p>UTM: 11 U 348584 5601258</p> <p>Industrial park along west side of rail bed.</p>
	<p>Waypoint/Photo #: 00273</p> <p>UTM: 11 U 348588 5601215</p> <p>Close up of existing ballast along rail bed section.</p>
	<p>Waypoint/Photo #: 00275</p> <p>UTM: 11 U 348591 5601195</p> <p>Side swale to cross between rail bed and connector to Old Vernon Road. (See engineering drawings for details.)</p>



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

For Area: Enderby

Day:	Permit:	Owner:	Construction Location:	Builder:	Permit Desc:	Value:	Cumulative TOTAL:
Area:	Cost:				Units:	Fir Area:	
19	15-0542-END -BP	HALVORSON, HERMAN	Lot 3, Plan KAP90268, Twp 18, Sec 26, D/L , 1234 JOHNSTON AVE Roll: 208 00626.063	TONKA CONTRACTING-ERIC BORHAVEN	SINGLE FAMILY DWELLING	\$260,000.00	\$260,000.00
	\$4,023.00						
Enderby					Unit 1	129.04 Sq.M.	

SILGA Southern Interior Local Government Association

Agenda

December 8, 2015

To: All SILGA Members

Call for Resolutions for 2016 Convention

The SILGA Annual General Meeting and Convention is scheduled to be held in Kelowna from April 20th to April 22nd, 2016. The SILGA Constitution requires that resolutions to be considered at the Annual Meeting are to be received by the Secretary-Treasurer no later than 60 days prior to this meeting. Friday, February 19, 2016 will be the deadline for receipt of resolutions.

If your local government wishes to submit a resolution for consideration at the 2016 SILGA Convention, please forward by email your resolution to alislater@shaw.ca. Any background information on the resolution would be helpful.

For information on how to properly write a resolution please refer to the UBCM website below.

<http://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-procedures.html>

Resolutions not received by February 19th will be considered late resolutions and must go through the following procedures to be considered at the AGM.

(1) Late resolutions may only be introduced if received by the Resolutions Committee Chair at least twenty-four (24) hours prior to the commencement of an Annual Meeting, providing that enough copies are supplied in order that they may be circulated to all Member Representatives at the Meeting Registration Desk at the time of registration and provided that a resolution to allow its debate receives an affirmative vote of three-fifths (60%) of the Member Representatives in attendance at the meeting;

(2) Late resolutions will be reviewed by the Resolutions Committee prior to the Meeting and only those of a subject matter which could not have been submitted by the normal deadline date outlined in section 10.4 will be considered.

Marg Spina
Past President, SILGA

SILGA *Southern Interior Local Government Association*

December 8, 2015

To: All SILGA Members

Re: SILGA Convention – Call for Nominations

As per the Constitutional Requirements of the Southern Interior Local Government Association, the “Call for Nominations” is now going out to all member Mayors, Councillors, Regional Chairs and Directors who wish to seek a position on the SILGA Executive for the 2016/2017 term. Elections are to be held at the SILGA Convention in Kelowna on April 20th and 21st.

Offices to be filled are President, 1st Vice President, 2nd Vice President and seven Directors, one of whom must be an Electoral Area Director of a member Regional District. All positions are for one year. Those presently serving may run for another term if they so wish.

Deadline for nominations is Friday, February 19, 2016. You will be asked to complete a biography and submit a photo for the printing of the official Nominating Committee Report to be contained in the Convention Package.

The SILGA nomination committee is chaired by Councillor Marg Spina, Kamloops.

All those interested in serving are asked to contact Councillor Spina at 778 257 5173 or by email at mospina@kamloops.ca. All information should be forwarded to both Councillor Spina and the SILGA office (email alislater@shaw.ca).

Marg Spina,
Past President, SILGA

Agenda

Bettyann Kennedy

From: Terry Johnson [tjohnson@campaign-office.com]
Sent: Wednesday, December 09, 2015 10:32 AM
To: info@cityofenderby.com
Subject: B.C. / Yukon Command Royal Canadian Legion
Attachments: letter&rates05.pdf

Hi Betty Ann.. once again we thank the city of Enderby for the support for many years with the business card in colour at 310\$ tax included..we would be honoured for the support once again

Thank you for taking a moment to talk with me today. Here is the information you have requested outlining our upcoming 2016 Military Service Recognition Book, scheduled for release in conjunction with Remembrance Day.

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

We would like to invite your organization to show it's recognition and appreciation for the Veterans in BC and the Yukon by way of sponsoring an ad in our next edition. The Rate Sheet and Official Letter of Request is attached. Our most popular level of support has been our ¼ page colour ad for only \$565 (taxes in) but of course any level of support would be a great help and very much appreciated.

If you have any questions or concerns, please do not hesitate to contact me. I will be in touch soon for your response.

Best Regards,

Terry Johnson
BC/Yukon Command
Royal Canadian Legion Campaign Office
☎ 1-866-354-6277
✉ bccl@fenety.com



To visit the command website click on the poppy above

Bettyann Kennedy

From: Terry Johnson [tjohnson@campaign-office.com]
Sent: Wednesday, December 09, 2015 10:38 AM
To: info@cityofenderby.com
Subject: B.C. / Yukon Command Royal Canadian Legion
Attachments: letter&rates05.pdf



Where the Shuswap Meets the Okanagan
Enderby, BC proudly supports our veterans
www.cityofenderby.com

last year's ad \$310

Best Regards,

Place your name

BC/Yukon Command
Royal Canadian Legion Campaign Office

☎ 1-866-354-6277

✉ bccl@fenety.com



To visit the command website click on the poppy above



www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **BC/Yukon Command / The Royal Canadian Legion**, representing **British Columbia** and the **Yukon’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **BC/Yukon Command Legion** is very proud to be printing **10,000 copies** of our Annual “**Military Service Recognition Book**”, scheduled for release by Remembrance Day 2016, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the “**Keepers of Remembrance**”, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our “**Military Service Recognition Book**.” Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 150 communities that we serve throughout British Columbia and the Yukon. The Legion is recognized as one of Canada’s largest “Community Service” organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review, along with a detailed list of some of the many community activities in our **149 Branches** and **80 Ladies Auxiliaries** in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

Thank you for your consideration and/or support.

Sincerely,

**Marc Tremblay
President**



www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

"Military Service Recognition Book"

Advertising Prices				
<u>Ad Size</u>	<u>Cost</u>		<u>GST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$1,795.24	+	\$89.76	= \$1,885.00
Inside Front/Back Cover (Full Colour)	\$1,595.24	+	\$79.76	= \$1,675.00
Full Colour 2-Page Spread	\$2,990.48	+	\$149.52	= \$3,140.00
Full Page (Full Colour) 7" X 9.735"	\$1,495.24	+	\$74.76	= \$1,570.00
Full Page 7" X 9.735"	\$1,000.00	+	\$50.00	= \$1,050.00
½ Page (Full Colour) 7" X 4.735"	\$866.67	+	\$43.33	= \$910.00
½ Page 7" X 4.735"	\$595.24	+	\$29.76	= \$625.00
¼ Page (Full Colour) 3.375" X 4.735"	\$538.10	+	\$26.90	= \$565.00
¼ Page 3.375" X 4.735"	\$423.81	+	\$21.19	= \$445.00
1/10 Page (Business Card-Full Colour)	\$295.24	+	\$14.76	= \$310.00
1/10 Page (Business Card) 3.375" X 1.735"	\$247.62	+	\$12.38	= \$260.00

G.S.T. Registration # R10 793 3913

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the BC/Yukon Command.



PLEASE MAKE CHEQUE PAYABLE TO:
BC/Yukon Command
The Royal Canadian Legion
(BC/Y RCL)
(Campaign Office)
P O Box 5555
Vancouver, BC V6B 4B5



THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: December 11, 2015
Subject: Renaming of Preston West

RECOMMENDATION

THAT Council directs Staff to engage with the Preston West property owners to discuss the possibility of renaming the street;

AND THAT subject to no opposition from affected property owners, Council directs Staff to initiate the process of renaming Preston West in consultation with the affected property owners and the Enderby & District Heritage Commission;

AND FURTHER THAT should there be any opposition from affected property owners, their concerns be reported back to Council prior to initiating a renaming of Preston West.

ALTERNATE RECOMMENDATION

THAT Council does not proceed with exploring a renaming of Preston West at this time.

BACKGROUND

It has been brought to the City of Enderby's attention that given the similarity between the street names Preston West and Preston Crescent, and their close proximity to one another, issues have arisen related to deliveries intended for residences along Preston West being delivered to residences along Preston Crescent, creating an inconvenience for those involved.

In order to help resolve this issue, Staff are recommending that Council explore the renaming of Preston West.

It should be noted that the renaming of Preston West would have impacts to the property owners along this street as they would be required to update their contact/mailing information for their driver's license, personal banking, home insurance, etc.; however, there are a number of services available that could help to ease this burden for property owners, including:

- the GIS Department with the Regional District of North Okanagan sends notifications to a number of different utility services and service providers (BC Hydro, Fortis, Telus, Shaw, etc.) which is done whenever there is a renaming/renumbering of a street within the region;

- the Province of British Columbia offers an online Address Change Service which allows users to easily inform multiple government agencies of an address change; and
- Canada Post offers 12 months of free mail-forwarding service for residences affected by a municipality-initiated street name change.

Although the renumbering of the properties along Preston West may potentially resolve the issue in the short term, it is possible that similar issues may arise in the future as the remainder of Preston West is developed and more residences are constructed; the renumbering of the properties would still impact the property owners along Preston West in much the same way that a renaming of the street would (updating contact/mailling information for driver's license, personal banking, etc.).

If Council wishes to explore the renaming of Preston West, it is recommended that Staff be directed to engage with the affected property owners along Preston West in order to fully understand their concerns, identify opportunities for minimizing any potential impacts, and provide the property owners with information related to the services noted above. If there is any opposition from the affected property owners, it is recommended that their concerns be reported back to Council prior to initiating a street renaming.

If there is no opposition from affected property owners, it is recommended that Council directs Staff to proceed with initiating the renaming Preston West in consultation with the affected property owners and the Enderby & District Heritage Commission, consistent with the City's Street Names policy which was recently amended to include a list of preferred heritage street names. It is anticipated that the Enderby & District Heritage Commission would ultimately recommend a preferred heritage street name to Council for consideration in the renaming process, which the City could then implement by resolution.

It should be noted that Councillor Schreiner is a member of the Enderby & District Heritage Commission and thus will be a critical contact throughout this renaming process, should Council wish to proceed.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant
Date: December 14, 2015
Subject: 2016-2019 Operational Contribution Agreement with Shuswap Trail Alliance

Recommendation

THAT Council approves and executes the 2016-2019 Operational Contribution Agreement with the Shuswap Trail Alliance, on behalf of the Enderby & District Services Commission.

Background

In 2013, the Enderby & District Services Commission endorsed partnering with the Shuswap Trail Alliance (STA) to provide services related to trail building, marketing, trail maintenance and planning within the City of Enderby and Area 'F'; the City of Enderby executed a three-year Operational Contribution Agreement with the STA on behalf of the Commission. The STA entered into similar agreements with the City of Salmon Arm and Columbia Shuswap Regional District (Areas C, D, E, and F) and thus have been providing a comprehensive and integrated trail stewardship service throughout a significant portion of the Shuswap and North Okanagan regions over the past 3 years (2013-2015).

The three-year Operational Contribution Agreement involved a \$10,000 yearly contribution from the Commission towards the STA's operational capacity, key tasks of which included:

- a) Organizational coordination;
- b) Strategic development and planning;
- c) Communications and promotion;
- d) Financial management;
- e) Investment and fundraising; and
- f) Human resources management.

The specific core functions that the STA provided under the Agreement include:

- a) General advice on trail development issues as requested by Council or the Commission;
- b) Regional collaboration;
- c) Environmental Screening/Adaptive Planning;
- d) Trail stewardship;
- e) Trail experience development and programs;
- f) Capital projects co-ordination as may be agreed upon; and
- g) Technical trail services.

The current Agreement is expiring on December 31, 2015 and the Trail Alliance is seeking a four-year renewal; the \$10,000 yearly contribution from the Commission is proposed to remain the same although a 1-2% annual contribution adjustment is proposed to address yearly cost increases, starting in year 2 of the agreement cycle, based on the annual CPI (capped at 2%). Please see attached Shuswap Trail Alliance Operational Funding Strategy 2016-2019.

Key projects and initiatives completed by the STA within the City of Enderby and Area 'F' over the term of the existing agreement (2013-2015) include:

- Enderby Cliff's trail maintenance and upgrades;
- Enderby-Splatsin Active Transportation Plan;
- Enderby-Splatsin Riverwalk Extension and Enhancement Plan;
- Grindrod Park Trail development;
- MV Beattie Elementary School greenway trail and retention pond;
- MV Beattie Elementary School greenway trail brushing; and
- Shuswap Okanagan Rail Trail Initiative.

Attached is a complete overview from the STA regarding all projects and initiatives of significance completed within the term of the existing agreement (2013-2015) and within and/or directly accessible to Enderby and Area 'F' residents and visitors; this summary includes shared planning, training, marketing, and educational program development. These projects and initiatives have a combined net value (partner funding, STA funding, and in-kind contributions) of \$153,142.67.

At its regular meeting of December 16, 2015, the Enderby & District Services Commission endorsed a four-year renewal of the Operational Contribution Agreement with the Shuswap Trail Alliance, with a 1-2% annual contribution adjustment included, and recommended that the City of Enderby approve and execute the Agreement on its behalf.

Respectfully Submitted,



Kurt Inglis
Assistant Corporate Officer and Planning Assistant



Proposal: Shuswap Trail Alliance Operational Funding Strategy 2016 – 2019

Updated: September 4, 2015

Submitted by: The Shuswap Trail Alliance

Contact: Phil McIntyre-Paul (Executive Director), Winston Pain (STA Board Chair)

Purpose: to renew a 4-year annual agreement supporting the operational capacity of the Shuswap Trail Alliance in order to maintain the regional collaborative effort to grow active healthy living through trails and active transportation networks in communities throughout the Shuswap.

Supporting Operational Capacity: Contributions under this proposal go toward the operational capacity of the STA in order that it can in turn coordinate the necessary tasks needed to leverage, approve, fund and implement annual projects on behalf of its contributing partners. This includes:

- a. Organizational Co-ordination
- b. Strategic Development and Planning
- c. Communications and Promotion
- d. Financial Management
- e. Investment and Fundraising, and
- f. Human Resources Management

Proposed Funding Contribution Strategy: the following is proposed for the 2016 – 2019 period. . .

1. **Projected Annual Operational Expenses 2016:** 2016 Projection (see attached) = \$170,000
2. **Proposed Regional Partner Contributions:** propose a 4 year renewable commitment, starting in 2016 to ensure balanced overlap of leadership with the new four year election cycles)

a. City of Salmon Arm	\$40,000
b. Columbia Shuswap Regional District Areas C, D, E, F	\$40,000
c. City of Enderby/RDNO Area F	\$10,000
d. District of Sicamous	\$5000
e. Village of Chase	\$5000
f. STA Fundraising	\$40,000
g. Operational Contribution from Project Funds	\$30,000
Annual Operational Funding Commitment	\$170,000.00

3. **CPI Annual Cost Adjustment:** propose a 1 - 2% annual contribution adjustment to address yearly cost increases starting in year 2 of the agreement cycle based on the annual CPI (capped at 2%)
4. **Ongoing Review:** emerging priorities from the 2015 Shuswap Regional Trails Strategy and growing community volunteer stewardship have increased pressure on the operational capacity of the STA. It is recommended we review the agreement as these priorities are developed. They include:
 - a. Management of the Shuswap Regional Trail Strategy steering committee and roundtable, including Secwepemc Nation leadership liaison. Estimated budget need: \$20,000
 - b. Sub-Regional Volunteer Stewardship Development. Estimated budget need: \$25,000



2016 – 2020 Strategic Priorities: Key priorities for regional collaboration over the next 5 years include the following strategic goals:

- *Facilitate the Regional Trails Roundtable* – includes motorized and non-motorized reps
- *Continue to Develop & Maintain community trails*, as specified by community strategic plans
- *Implement Access Management Priorities* – see Shuswap Regional Trails Strategy
- *Grow the Volunteer Trail Stewardship Program* and Local Trail Advisories
- *Update the Regional Greenway Trail Strategy, Business Plan, and Marketing Plan*
- *Develop and Implement Community Active Transportation Plans* (Walk/Bicycle)
- *Advance Community-to-Community Trail Connectors* (e.g. Rail-Trail, West Bay. . .)

Annual Strategic Workplan: As part of its operational responsibilities, a plan is developed each year to guide project work conducted through the Shuswap Trail Alliance that promotes and implements the strategic plans of the contributing municipalities, regions, and partners. The core functions provided through this annual work plan to the regional partners are:

- a. General advice to partners on trail development issues as requested
- b. Facilitation of regional collaboration, including the Shuswap Trails Strategy
- c. Environmental screening/adaptive planning
- d. Trail Stewardship Development (including volunteer training/support)
- e. Trail Experience Development Programs (with Shuswap Tourism and other partners)
- f. Capital Projects coordination
- g. Technical trail services

2016 workplan targets currently suggest opportunity for a combined leveraged project budget of \$320,000. (see attached) A final 2016 Work Plan and Budget is developed with regional partners during the fall.

The Results (2020 Targets): Desired outcomes from this ongoing commitment to work together include:

1. Continued growth, maintenance, promotion, and long-term resilience of trails, pathways, and active transportation infrastructure for walking, bicycling, and other forms of non-motorized travel (including paddling) in communities and sub-regions throughout the Shuswap Watershed;
2. Continued strengthening of community-to-community, organization-to-organization, and government-to-government relationships, accountability, and shared stewardship, including Secwepemc First Nation, Provincial/Federal, and Municipal/Regional collaboration
3. A net increase in community health indicators directly related to increased levels of mobility;
4. Continued growth of economic opportunity for regions, communities, and individuals through lifestyle attraction, property value resilience, tourism opportunity, and health benefits;
5. And improved levels of trail-related environmental stewardship with visible reductions in negative impacts from all recreational access in all regions of the Shuswap watershed. (See Shuswap Regional Trail Strategy strategic work plan)

**The Shuswap Trail Alliance
2016 Program Budget: DRAFT PROJECTION**

Last Revision: September 04, 2015

Revenues	Budget	Notes:
STA Investment	\$ -	STA funding investment
STA Memberships	\$ 4,000.00	
STA Fundraising	\$ 60,000.00	includes Feb fundraiser, donations, etc
Regional Partners		CSRD, Municipalities, Tourism
CSRD - Operational Funding	\$ 40,000.00	
Salmon Arm - Operational Funding	\$ 40,000.00	
Enderby/NORD Area F - Op Funding	\$ 10,000.00	
Other - Op Funding	\$ 10,000.00	New partners 2016
CSRD Parks - Trail Projects	\$ 120,000.00	2016 trail projects & planning
Salmon Arm - Trail Projects	\$ 30,000.00	2016 trail projects & planning
Other Municipal/Regional - Trail Project	\$ 20,000.00	2016 trail projects & planning
Shuswap Tourism		TBA
Other Funds	\$ 2,000.00	LASS
Grants: BC Community Gaming Grant	\$ -	
Grants: Non-Government	\$ 10,000.00	Various, SCF Trail Mix
Grants: Other Provincial/Federal	\$ -	
Rec Sites and Trails BC	\$ 15,000.00	2016 Projects
BC Parks	\$ 5,000.00	PEFund Target
Additional Funding Needed	\$ 45,000.00	for Regional Trail Strategy & Stewardship
Sub-Total	\$ 411,000.00	
Regional In-Kind	\$ 80,000.00	includes volunteers
Combined Total	\$ 491,000.00	

**Expenses
Operations**

Accounting and Bookkeeping	\$ 5,200.00	10 hrs/month + BDO review
Amortization Expense	\$ -	
Association Memberships	\$ 300.00	ORC, IMBA
Bank Charges and Interest	\$ 120.00	
Computer	\$ 250.00	supplies under \$500
Conferences		
Incorporation Annual Fees	\$ 25.00	
Insurance	\$ 8,200.00	liability, contents, equipment, directors
Internet/Website	\$ 500.00	domain URLs, server host
IT Service	\$ 500.00	
Legal Services	\$ -	in-kind
Marketing & Communications	\$ 1,500.00	mailings, displays, printing, fees
Meeting Room Rental	\$ -	in resource office & community consult
Office Cleaning	\$ 250.00	Project & Resource Offices
Office Supply	\$ 2,000.00	
Photocopies & Printing	\$ 500.00	
Postage/Courier	\$ 300.00	
Professional Development	\$ 3,000.00	Wildlife/Danger tree
Project Administration	\$ 55,000.00	40 hours/week at \$25/hr + benefits (10 mths)
Coordination & Management	\$ 62,000.00	32 hours/week at \$30/hr + benefits
Registration System	\$ -	programs, huts, etc (on hold)

Rent and Utilities	\$ 12,000.00
Sponsorship and Fundraising	\$ 14,000.00
Storage	\$ -
Telephone	\$ 2,800.00
Travel	\$ 2,000.00
Sub-Total	\$ 170,445.00

Workshop & Office
Feb Fundraiser expenses
in-kind
Telus & cell phones

Regional Collaboration

Community Consultations	\$ 20,000.00
Sub-Total	\$ 20,000.00

Regional Trail Strategy: \$20,000 required

Environmental Planning

Project: Trail Assessments (EA, etc)	\$ 2,500.00
Sub-Total	\$ 2,500.00

Consultations, BC Parks PEF

Trail Stewardship

Maintenance: Hut	\$ -
Maintenance: Trail	\$ 4,000.00
Stewardship Coordination	\$ 25,000.00
Volunteer Trail Events	\$ 4,000.00
Sub-Total	\$ 33,000.00

on hold
materials, targeted support, trailreport.com
stewardship coordinator: \$25,000 required
training, materials, trail shirts

Experience Development

Programs	\$ 5,000.00
Project: Trail Map/Guide/Web	\$ -
Sub-Total	\$ 5,000.00

Trail Mix Project
web upgrade, guide/map additions

Trail Development

Equipment >\$500	\$ 1,500.00
Equipment <\$500	\$ 4,000.00
Equipment: Repair	\$ 2,000.00
Equipment: Safety Gear	\$ 800.00
Equipment: Mini-Skid Steer	\$ 500.00
Equipment: Truck	\$ 6,500.00
Projects: Hut Layout & Construction	\$ -
Projects: Route Plotting/Planning/Design	\$ 10,000.00
Projects: Trail Building	\$ 18,600.00
Trail Development(er)	\$ 32,000.00
Trail Crew Wages	\$ 43,400.00
Trail Projects Manager	\$ 60,000.00
Merchs	
Additional Benefits	
Team Development	\$600.00
Sub-Total	\$ 179,900.00

incl chain saw replacement
hand tool replacement
safety review/renewals
includes maintenance and repair
includes fuel, maintenance, repair
on hold
trail planning projects
materials, equipment rental, etc
contracts
seasonal crew (see labour budget)
40 hours/week at \$25/hr + benefits (12 mths)
in wages
in wages

Regional In-Kind Contributions	\$ 80,000.00
---------------------------------------	---------------------

Program Expenses Total \$ 490,845.00
Surplus / Deficit \$ 155.00

Enderby & Area: Project Summary TO DATE

Updated: November 23, 2015



Projects of significance within and/or directly accessible to Enderby/RDNO Area Residents and visitors. Also - includes shared planning, training, marketing, and educational program development.
 Note: this summary only reflects a partial audit. Final audit of full value (funding, in-kind, and volunteer) will be conducted at the end of the fiscal calendar.

Projects (Completed): 2013 - 2015				Partner Funding		STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m	Signs #
1501	Bigfoot Winter Events - Enderby Cliffs/Upper Violet Ck	\$1,370.00		Completed 2013	BC Parks/Splatish/HNS/STA			In progress	SDAC/STAS/SCF					
	Enderby Cliffs Trail (Trail Mix)													
	Enderby Cliffs Trail Maintenance - 2013	\$2,500.00		Completed 2013	BC Parks PEF		\$479.50							
1402	Enderby Cliffs Trail Upgrades - 2014	\$1,700.00		Completed 2014	BC Parks/Splatish		\$1,884.00				300	4500		
	Enderby Cliffs Trail Decommission & Planting			In-kind	BC Parks/Kelth Cox/STA volunteers		\$2,050.30				100			
1300	Enderby-Splatish Active Transportation Plan			Completed 2014	Enderby, Splatish, IHA		\$842.50				50			
1519	Enderby-Splatish Riverwalk Extension Plan	\$3,500.00		Completed 2015	Enderby/Splatish/BC HealthyCom/STA		\$5,885.10						750	
1441	Enderby/NORD Area F Planning: General	\$17,000.00		Completed 2015	Enderby/NORD-F/Grindrod Park		\$757.60							
1439	Environmental Screening Revisions 2014	\$2,087.50		Completed 2015	Rec Sites Trails/Jeremy Ayotte/STA									
	Environmental Trail Standards Pilot 2013	\$22,685.00		Completed 2013	Rec Sites Trails/Jeremy Ayotte/STA									
1303	Experience Development: Nature Education			Completed 2014	Shuswap Community Foundation, SOLF, SDR3		\$611.75							
1448	Experience Development: Tourism			Completed 2014	ST/EDS/Operators/STB/AdamsRFAM		\$1,049.30							
1427	Grindrod Park Trail	\$8,708.42	\$4,097.38	Completed 2014	STA/Grindrod Assoc/GH Guides/Canada Seniors Grl		\$13,710.36			760			760	2
1449	Healthy Communities (Shuswap Coalition)			Completed 2014	IHA and Regional/Municipal/NGO partners		\$2,380.10							
1200	Larch Hills Non-Winter Trail Advisory & Mngt Plan			Completed 2014	LHNS, Rec Sites Trails, BC Parks, etc		\$3,083.95							
1314	Larch Hills (Upper Violet Creek): Trail Stile Project	\$3,460.08	\$2,271.22	Completed 2014	BC Parks/Rec Sites/LHNS/SCF/Advisory Partners		\$11,380.03							17
1404	Larch Hills Traverse - Mica Connector	\$14,994.00	\$3,828.17	Completed 2014	Rec Sites Trails/STA		\$5,515.13			1700			1700	2
	Larch Hills Traverse - Raspberry Hill Finish	\$7,995.00		Completed 2013	Rec Sites Trails, CSRD Parks #43		\$4,163.14			822				3
1509	Larch Hills Traverse - Hyde Min Connector	\$25,000.00	\$25,000.00	Completed 2015	NTC/ORC/BC Rec Sites/STANVoy		\$5,000.00			3000			4000	4
1451	Larch Hills Traverse: General			Completed 2014			\$598.50							
1406	Mara Meadows Ecological Reserve Monitoring 2013	\$4,000.00		Completed 2013	BC Parks									
1521	Mara Meadows Ecological Reserve Monitoring 2014	\$1,970.00		Completed 2014	BC Parks/1428/Jeremy Ayotte/Geosurvey		\$424.10							
	Mara Meadows Ecological Reserve Monitoring 2015	\$2,400.00		Completed 2015	BC Parks/Jeremy Ayotte		\$3,500.00							
	MV Beattie School Greenway Trail & Retention Pond	\$36,351.55		Completed 2013	Enderby/SD83 E-03					421				
	MV Beattie Trail Brushing			In-kind	Damen Kent/MV Beattie PAC volunteers		\$135.00					30		
1443	Nordic Trail Mini Guide and Maps (Shuswap Tourism)			Completed 2015	Shuswap Tourism/TOTAL/HNS/Skmara		\$1,301.40							
1504	Owlstead Access Management Plan			In progress	Splatish/BC Parks/Rec Sites/EVSC/SkAT/Volko						1000			8
	Regional Rec Access Trail Plan - 2013	\$7,770.03		Completed 2013	Shuswap Tourism #34									
1201	Regional Rec Access/Trail Plan - 2014	\$10,987.60	\$2,498.98	Completed 2014	Rec Sites Trails, ST, Lts Div, Fraser Basin		\$5,605.68							
1201	Regional Rec Access/Trail Plan - 2015	\$18,413.68		Completed 2015	Rec Sites Trails, ST, Lts Div, Fraser Basin		\$2,982.50							
1201	Regional Rec Access/Trail Plan - Planting Maps	\$5,261.65	ALIB mapping	Completed 2015	Rec Sites Trails, ST, Lts Div, Fraser Basin, ALIB									
1416	Routes and Blues Interpretive Program 2014	\$1,131.97	\$462.56	Completed 2014	RAB/BC Parks/Partners		\$3,091.30							
	Routes and Blues Interpretive Program 2013	\$1,760.00		Completed 2013	BC Parks PEF		\$2,890.94							
1431	Shuswap Okanagan Rail Trail Initiative		\$74.49	Completed 2014	Splatish/ALL PARTNERS		\$2,549.37						50000	
1417	Shuswap Trail Displays 2014		\$463.71	Completed 2014	CSJ, ST, R&B, etc									
	Shuswap Trails Website, Facebook, Trailreport			ongoing	STA/Shuswap Tourism/Clint Smith/Elahoda		\$5,000.00							
1444	Stewardship Review Fall 2014		\$461.25	Completed 2014	STA subsidized/Volunteer/in-kind									
1515	Stewardship Review Fall 2015		\$750.00	Completed 2015	STA subsidized/Volunteer/in-kind									
	TOTA Summit Shuswap Gala (Kevin Pattison)	\$2,513.33		Completed 2013	Shuswap Tourism #37									
1508	Trail Stewards Workshop (April 10-11) - 2015		\$1,103.71	Completed 2015	STA subsidized/Volunteer/Tam Hortons		\$424.93							
1426	Trail Stewards Workshop (May 23-24) - 2014		\$696.09	Completed 2014	STA subsidized/Volunteer/in-kind		\$445.00							
	Trail Stewards Workshop - 2013		\$700.00	Completed 2014	STA subsidized/Volunteer/in-kind		\$400.00							
	TrailRider (Adaptive Accessible Trail Program)	\$18,223.00		Completed 2013	Debra McDonald/SCF/ASCUB/BC Parks/Skella Jones									
Totals						\$43,121.56	\$88,161.48			6703	1450	4530	57210	36
Combined Net Value						\$35,704.83								



Additional Projects of Relevance and Regional Summary Totals

The South Canoe Trail System is within a 15 minute drive of Enderby, overlaps into the RDNO region, and is utilized by Enderby and Area residents and visitors. It is one of the region's most visited trail systems.

South Canoe Trail Projects: 2013 - 2015									
	Partner Funding	STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m
1452 Single Track 6			\$536.00	Completed 2015	TransRockies/SAED/ST/RSB/Rec/Chamber/Schoolbus				
South Canoe: Lower Trail Sign - Layout & Install	\$4,896.36			Completed 2013	City SA #SA27				
South Canoe: Malibu Upgrades - Dec 27/12	\$35,951.41		\$4,774.12	Completed 2013	City SA, South Canoe Advisory, Rec Sites Trails	2124			
1511 South Canoe: Middle Entry & Stubby's	\$5,000.00	\$5,920.45	\$4,430.00	Completed 2015	Horas Council BC, BCHBC, CSA	600	500		
1510 South Canoe: Upgrades 2015 - General	\$20,000.00		\$14,000.00	Completed 2015	SASCU Grant, Rec Sites Trails, City SA, SCAdvisory			32000	
1526 South Canoe: South EQ Connector	\$5,000.00			In progress 2015	City SA	846	200	1000	1646
1400 South Canoe: EQ Trail Upgrades	In 1421	\$841.51	\$360.00	Completed 2014	EQ Trail Association		in 1421		
1418 South Canoe: Ongoing Planning & Upgrades		\$302.91	\$8,543.40	Completed 2014	STA subsidized/Volunteer-in-kind				3500
1419 South Canoe: Spring 2014 - General		\$2,230.31	\$12,330.40	Completed 2014	City SA, Rec Sites, SCAdvisory, etc	300		10000	
1420 South Canoe: Spring 2014 - P2	also in 1419	\$1,392.89	in undercut	Completed 2014	City SA, Rec Sites, SCAdvisory, etc		100	740	100
1421 South Canoe: Spring 2014 - Prudential Upgrades	\$3,000.00	\$5,079.76	\$3,545.45	Completed 2014	EQ Trails, STA subsidized/Volunteer-in-kind		150	1600	150
1422 South Canoe: Spring 2014 - Triangle Trail		\$2,424.86	\$3,229.00	Completed 2014	City SA, Rec Sites, SCAdvisory, etc		630		630
1423 South Canoe: Spring 2014 - Undercut (bridge)		\$1,251.68	\$1,521.50	Completed 2014	City SA, Rec Sites, SCAdvisory, CanoeFP	145		50	195
1203 South Canoe: Upper Trail Signs (Crown)	\$5,000.00	\$381.03	\$1,199.63	Completed 2014	Rec Sites Trails				
Totals	\$78,847.77	\$19,825.40	\$64,469.50	Completed 2014		4015	1580	45390	6221
Combined Net Value		\$153,142.67							

The above summaries show only those trails within immediate access of Enderby and Area. It must be acknowledged, however, residents and visitors to the area access the entire Shuswap regional trail system. Following is the 3-year project snapshot for the full Shuswap Regional Trails Program made possible by the combined contributions of regional partners through the Shuswap Trail Alliance.

Total Shuswap Regional Projects: 2013 - 2015									
	Partner Funding	STA Funded	In-Kind	Status		New m	Fix m	Maintain m	Plan m
2015 Project Total	\$212,896.17	\$74,591.43	\$68,979.99	In progress		11002	1465	195390	73614
2014 Project Total	\$222,250.88	\$44,847.68	\$161,888.66	completed 2014		12037	1398	144640	103920
2013 Project Total	\$379,936.33	\$53,200.00	\$65,000.00	completed 2013		11809	2675	93652	63725
Totals	\$815,083.38	\$172,639.11	\$295,868.65			34848	5538	433882	241259
Combined Net Value		\$1,283,591.14							

	New m	Fix m	Maintain m	Plan m	Signs #
11002	1465		195390	73614	97
12037	1398		144640	103920	120
11809	2675		93652	63725	277
Totals	34848	5538	433882	241259	494

Enderby & Area: Photo Gallery

Updated: November 23, 2015



*Bigfoot Winter Events -
Enderby Cliffs*



*Enderby Cliffs Tplaqin Trail
Decommission & Plant*



Grindrod Park Trail



*Bigfoot Winter Events -
Upper Violet Creek*



*Enderby-Splatsin Active
Transportation Plan*



*Experience Development:
Tourism (incl. Trail Guide)*



*Enderby Cliffs Maintenance -
2013*



*Enderby-Splatsin Riverwalk
Extension Plan*



*Larch Hills (Upper Violet
Creek): Trail Stiles*



*Enderby Cliffs Upgrades -
2014*



*Enderby/NORD Area F
Planning: General*



*Larch Hills Traverse:
Additions 2013 - 2015*



Mara Meadows Ecological Reserve Monitor



Regional Recreation Access Trail Plan (Roundtable)



Shuswap Okanagan Rail Trail Initiative



MV Beattie School Greenway



Shuswap Trail Displays



Trail Stewards Workshop (Spring)



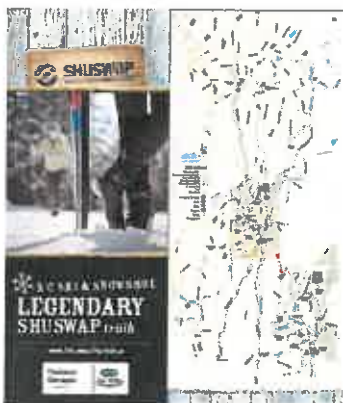
MV Beattie Trail Brushing



South Canoe: Upgrades



TrailRider (Adaptive Trail Program)



Nordic Trail Mini Guide



Shuswap Trails Website, FaceBook, Trailreport



Owlshead Access Management Plan



Stewardship Review (Fall) – 2013 BC Parks Award



Trail Recon above Kingfisher

Enderby & Area: Location Map

Updated: November 23, 2015



Enderby and Area: Trail Projects 2013 – 2015