



**COMMITTEE-OF-THE-WHOLE MEETING OF COUNCIL**

**AGENDA**

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**DATE:** Monday, April 4, 2016  
**TIME:** 4:00 p.m.  
**LOCATION:** Council Chambers, Enderby City Hall

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**1. APPROVAL OF AGENDA**

**2. ADOPTION OF MINUTES**

[Committee-of-the-Whole Meeting Minutes of March 21, 2016](#)

**3. NEW BUSINESS**

2016 Proposed Budget – circulated under separate cover

[Highlights of 2016 Proposed Budget](#)

[2016 Water User Fees](#)

**4. PORTFOLIO REPORTS**

**5. ADJOURNMENT**

**THE CORPORATION OF THE CITY OF ENDERBY**

Minutes of a **Committee-of-the-Whole Meeting** of Council held on Monday, March 21, 2016 at 4:00 p.m. in the Council Chambers of City Hall

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

Chief Administrative Officer – Tate Bengtson  
Recording Secretary – Bettyann Kennedy  
The Press and Public

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**APPROVAL OF AGENDA**

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

Carried

**ADOPTION OF MINUTES**

Committee-of-the-Whole Meeting Minutes of March 7, 2016

Moved by Councillor Case, seconded by Councillor Davyduke that the minutes of the Committee-of-the-Whole meeting of March 21, 2016 be adopted as circulated.

Carried

**PORTFOLIO REPORTS**

Councillor Baird

Councillor Baird circulated a selection of “free parking” signs for Council to consider for city parking lots. It was the consensus of Council that the letter “P” is commonly associated with parking and is the design of choice for public free parking signage. The signs will include the City’s colours with ‘stay, shop, dine, play’, ‘free parking’ and the letter “P” symbol.

The Legion restaurant is now serving on Thursdays, Fridays and Saturdays.

Councillor Shishido

Chamber of Commerce:

- They will be polling Cliff Avenue businesses during construction street closures.
- Considering a “Shop Local” contest during the construction.
- “open for business” signage will be generated.
- They will be participating in the volunteer fair.
- Destination video on snowmobiling is taking place on Hunter’s Range.

Enderby and District Arts Council:

- Attended the Annual General Meeting. The EDAC is financially stable.
- They would like to meet with Council to discuss public art.
- The annual Arts Festival will be a week-end event. They will be bringing in better quality entertainment.
- The Arts Council has expressed appreciation for Council participation.

AL Fortune Drum Line:

- Although only together for a short time, they came in 3<sup>rd</sup> at a competition on the coast.
- It is hoped that they will participate in the Canada Day parade and perform at the Arts Festival.

Councillor Davyduke

Community Futures “Enterprise Challenge” has selected 7 finalists. The format is similar to a Dragon’s Den selection. A winner will be selected on April 5<sup>th</sup> with a trade show to follow. This event needs to be promoted to our local businesses.

Attended a food bank meeting.

Councillor Knust

Food Bank:

- Very important first service.
- 16 families were helped.
- Hunger count numbers are being collected.
- Food costs have been less than expected. The donor support has been huge.
- They are still in need of securing a building to operate from.

Interagency Meeting:

- This month’s meeting cancelled due to Easter break.
- A vision statement is being developed and a professional listing is being compiled.
- Next meeting will be a luncheon.

It was noted that the Firefighters training has been completed and certificates have been received. It was suggested that a congratulatory barbeque be arranged to show appreciation for the personal time sacrificed to obtain this training.

**ADJOURNMENT**

Moved by Councillor Davyduke, seconded by Councillor Case that the Committee-of-the-Whole meeting adjourn at 4:25 p.m.

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**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**

City of Enderby  
2016 Proposed Budget

**Highlights**

- The 2016 budget proposes an overall increase of 0.69%. For the average single family home this means an increase \$12.96 in **TOTAL** to Property Taxes and Utilities.
- The capital costs, including the annual borrowing costs, for the Upgrades to Cliff Avenue are included in the 0.69% increase.
- This increase is less than the BC Consumer Price Index increase (inflation) for 2015.
- Water User Fees have been adjusted to provide savings up to \$40.00 a year for those with lawns and/or large families and for those who consumed less than the 2015 allocation, an incentive has been added to reduce consumption which would provide up to \$19.50 a year in savings.

**Detailed Budget**

Detailed budget circulated under separate cover.

**Public Input**

April 18th - The Public Input meeting will take place Monday April 18, 2016 during the regular Council meeting. The public is welcome to attend and provide their feedback. Any written feedback received will also be presented. This will be advertised in the local paper beginning next week.

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

**To:** Tate Bengtson, CAO  
**From:** Jennifer Bellamy, CFO  
**Date:** March 30, 2016  
**Re:** Water User Fees - 2016

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Recommendation:

THAT the Committee of the Whole recommends the attached Water Fees Schedule be included as an amendment to the City of Enderby Fees and Charges Bylaw.

Background/Discussion:

At the February 1, 2016 meeting, Council directed staff to report back with gradual adjustments to the rate structure to soften the impact for those with lawns or large families. The attached proposed water user fees seeks to obtain these objectives and meet the revenue target required for the 2016 budget, while also improving opportunities for those who are low volume users to save money through conservation. Note that these rates are not able to take effect until May 1, 2016 as the City is not permitted to apply fees retroactively. The savings and fees stated below are based on a full year under the new rates and would be realized in the May 2016 to April 2017 periods; however, the rebate can still be applied in the January to April billing period.

Below is a summary of the proposed adjustments:

- A new consumption tier has been provided for residential customers which allows for 15m<sup>3</sup> of usage in the summer period and 20m<sup>3</sup> of usage in the non-summer periods at a lower rate of 0.50/m<sup>3</sup>. This provides savings in each of the periods for families and includes an additional savings in the summer period for watering. For a home that uses 105m<sup>3</sup> in the summer period and 55m<sup>3</sup> in each of the non-summer periods, this would amount to \$239.50 in user fees for the year. Under the current rate structure a home using this amount would incur user fees totaling \$279.50 (savings of \$40).
- The consumption allocation included with the flat rate has been reduced and the flat rate has been reduced accordingly. This will help encourage those who are below the allocation to conserve and realize some cost savings (up to \$19.50). There are also properties under the allocation with leak indicators. Lowering the allocation will provide an incentive for those properties to address their leaks.
- Strata properties, multi-family units and other residential rates are based on the single family rate and have been adjusted accordingly.

Additionally, the following adjustments are proposed to help offset the above savings and meet revenue requirements:

- The maximum chargeable usage has increased by 25m<sup>3</sup> in the non-summer periods and by 50m<sup>3</sup> in the summer period. This is consistent with the direction provided by Council at the Nov 3/14 meeting. The maximum chargeable usage amount was introduced to help properties with high usage transition to the metered rates.
- Flat rate fees for residential properties where metering was refused has been changed to equal the amount charged to properties with usage at the maximum chargeable amount.

#### **2016 Rebate**

Note that the metered water rate rebate approved by Council at the February 1, 2016 meeting is included in the bylaw. The rebate approved by Council was \$26.39. This rebate has been prorated amongst the different residential classes (i.e. single family residential, multi-family, etc.). The new refund for a single family home will be \$27.63.

The previous Water Fees Schedule is attached for reference.

Respectfully Submitted



Jennifer Bellamy  
Chief Financial Officer

Proposed

**SCHEDULE 4  
WATER FEES  
Administered through the Water and Sprinkling Bylaw**

**USER FEES**

**Metered Rates**

	<u>Flat Rate / Period</u>	<u>Consumption Rate / Period</u>
A. Single Family Residential		
Jan-Apr / Sep-Dec	\$ 71.50	\$ 0.50 / m <sup>3</sup> over 40 m <sup>3</sup> to 55 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 55 m <sup>3</sup> to 250* m <sup>3</sup>
May - Aug	\$ 71.50	\$ 0.50 / m <sup>3</sup> over 85 m <sup>3</sup> to 105 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 105 m <sup>3</sup> to 500* m <sup>3</sup>
B. Single Family Residential with Legalized Suite		
Jan-Apr / Sep-Dec	\$ 101.85	\$ 0.50 / m <sup>3</sup> over 65 m <sup>3</sup> to 80 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 80 m <sup>3</sup> to 337* m <sup>3</sup>
May - Aug	\$ 101.85	\$ 0.50 / m <sup>3</sup> over 105 m <sup>3</sup> to 125 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 125 m <sup>3</sup> to 675* m <sup>3</sup>
C. Strata Residential		
Jan-Apr / Sep-Dec	\$ 56.35	\$ 0.50 / m <sup>3</sup> over 30 m <sup>3</sup> to 40 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 40 m <sup>3</sup> to 205* m <sup>3</sup>
May - Aug	\$ 56.35	\$ 0.50 / m <sup>3</sup> over 70 m <sup>3</sup> to 80 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 80 m <sup>3</sup> to 410* m <sup>3</sup>
Irrigation:		
Metered		\$ 1.30 / m <sup>3</sup>
Non-metered		\$ 1.30 / m <sup>3</sup> based on estimated volume
D. Multi Family Residential		
Jan-Apr / Sep-Dec	\$ 56.35	\$ 0.50 / m <sup>3</sup> over 30 m <sup>3</sup> to 40 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 40 m <sup>3</sup> to 205* m <sup>3</sup>
May - Aug	\$ 56.35	\$ 0.50 / m <sup>3</sup> over 70 m <sup>3</sup> to 80 m <sup>3</sup> \$ 1.30 / m <sup>3</sup> over 80 m <sup>3</sup> to 410* m <sup>3</sup>
E. Business / Industrial	\$ 32.95	\$ 1.30 / m <sup>3</sup> over 24 m <sup>3</sup> to 60 m <sup>3</sup> \$ 0.50 / m <sup>3</sup> over 60 m <sup>3</sup>
F. Business / Industrial with Residential	\$ 49.25	\$ 1.30 / m <sup>3</sup> over 35 m <sup>3</sup> to 60 m <sup>3</sup> \$ 0.50 / m <sup>3</sup> over 60 m <sup>3</sup>
G. Institutional / Civic	\$ 32.95	\$ 1.30 / m <sup>3</sup> over 24 m <sup>3</sup> to 60 m <sup>3</sup> \$ 0.50 / m <sup>3</sup> over 60 m <sup>3</sup>
Irrigation on separate meter		\$ 0.50 / m <sup>3</sup>
H. Agricultural**		
Properties with single family residential		
Jan-Apr / Sep-Dec	\$ 78.00	\$ 0.50 / m <sup>3</sup> over 45 m <sup>3</sup>
May - Aug	\$ 78.00	\$ 0.50 / m <sup>3</sup> over 90 m <sup>3</sup>
Land only		
Jan-Apr / Sep-Dec		\$ 0.50 / m <sup>3</sup>
May - Aug		\$ 0.50 / m <sup>3</sup> Irrigation

\* Amount to increase by 25 m<sup>3</sup> in the Jan - Apr and Sep - Dec periods and by 50 m<sup>3</sup> in the May - Aug period each year.

\*\*Agricultural rates are only applicable to properties classified as a "Farm" property by BC Assessment and are located within the City limits.

**Non-Metered Rates**

- Where metering is not possible, consumption is based on the average usage for the same property class.
- Where metering is possible, but refused, the user fee per period will be based on the maximum chargeable consumption for the corresponding period in addition to the flat rate.
- For properties located out of town, an out of town parcel tax will apply. The parcel tax will be equivalent to the annual frontage tax rate charged consistent with the City of Enderby Water Frontage Tax Bylaw. Each out of town property is deemed to have 100 feet of taxable frontage.

For 2016 the following user fee rebate will be provided for residential properties:

- Single Family Residential .....\$ 27.63
- Single Family Residential with Legalized Suite.....\$ 38.38
- Strata Residential.....\$ 22.26
- Multi Family Residential.....\$ 22.26

**Late Penalty**

Where payment is not made on or before the due date established by the Chief Financial Officer for each billing period there shall be payable a penalty of three (3%) percent on the total balance outstanding.

**MISC. CHARGES**

**Connection Charge**

Size	Replace Existing Connection	New Connection
19mm	At cost with minimum \$275 charge	At cost with minimum \$275 charge
Robinson-Vetter Subdivision on Knoll	N/A	Actual \$275 charge
25mm	At cost with minimum \$300 charge	At cost with minimum \$300 charge
32mm and larger	At cost with minimum \$900 charge	At cost with minimum \$900 charge

**Meter Installation**

At cost with deposit of \$900.00

**Failure or Refusal to Have a Water Meter Installed**

\$750 over and above the cost of the water meter for the installation of the chamber plus any additional costs that pertain to installing the water meter outside the building.

**Meter Reading Request**

Per request \$25.00.

**Hydrant Use**

Water Usage	
Application fee.....	\$50.00
Fee per day or part thereof* .....	\$50.00
Water Wrench Deposit.....	\$35.00

\* Daily hydrant use fee shall not apply to a contractor retained by the City for City business.

**Supply of Water to Vendors for Resale**

Annual charge .....	\$1,000.00
Volume charge per 4,500 litre .....	\$2.20

**Turn-On Turn-Off**

Turn-Off for discontinuance of service .....	\$50.00
Turn-Off for temporary repairs .....	\$50.00
Turn-On .....	\$25.00

**Note:** No credit or rebate of charges paid or payable for the current calendar year will be granted following the cessation of service.



Bill  
1557

Current

**SCHEDULE 4  
WATER FEES**  
Administered through the Water and Sprinkling Bylaw

**USER FEES**

**Metered Rates**

	Flat Rate / Period	Consumption Rate / Period
<b>A. Single Family Residential</b>		
Jan-Apr / Sep-Dec	\$ 78.00	\$ 1.30 / m <sup>3</sup> over 45 m <sup>3</sup> to 225* m <sup>3</sup>
May - Aug	\$ 78.00	\$ 1.30 / m <sup>3</sup> over 90 m <sup>3</sup> to 450* m <sup>3</sup>
<b>B. Single Family Residential with Legalized Suite</b>		
Jan-Apr / Sep-Dec	\$ 108.35	\$ 1.30 / m <sup>3</sup> over 70 m <sup>3</sup> to 312* m <sup>3</sup>
May - Aug	\$ 108.35	\$ 1.30 / m <sup>3</sup> over 110 m <sup>3</sup> to 625* m <sup>3</sup>
<b>C. Strata Residential</b>		
Jan-Apr / Sep-Dec	\$ 62.85	\$ 1.30 / m <sup>3</sup> over 35 m <sup>3</sup> to 180* m <sup>3</sup>
May - Aug	\$ 62.85	\$ 1.30 / m <sup>3</sup> over 75 m <sup>3</sup> to 360* m <sup>3</sup>
Irrigation:		
Metered		\$ 1.30 / m <sup>3</sup>
Non-metered		\$ 1.30 / m <sup>3</sup> based on estimated volume
<b>D. Multi Family Residential</b>		
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- For properties located out of town, an out of town parcel tax of \$291.60 will apply.

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

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