

REGULAR MEETING OF COUNCIL

AGENDA

DATE: Monday, August 13, 2018
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

[Regular Meeting Minutes of July 16, 2018](#)

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3. PUBLIC AND STATUTORY HEARINGS

[Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018](#)

pg 6

A bylaw to regulate the personal growing of cannabis and the commercial production of non-medical cannabis

4. PETITIONS AND DELEGATIONS

Chamber of Commerce – Update

5. DEVELOPMENT MATTERS

[0016-18-DVP-END](#)

pg 9

Legal: Lot B, Section 26, Township 18, Range 9, W6M, Kamloops

Plan: EPP29460

Address: 137 Salmon Arm Drive, Enderby BC

Applicant: Jonathan Sagh

[FireSmart Implementation Planning Process – Award of Contract](#)

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Memo from Kurt Inglis, Planner and Deputy Corporate Officer dated August 1, 2018

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

[Bus Stop Location Survey Results](#)

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[Community Wildfire Protection Plan Recommendations – Action Plan](#)

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Memo from Planner and Deputy Corporate Officer dated August 10, 2018

7. BYLAWS – 3rd Reading

[Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018](#)

pg 38

A bylaw to regulate the personal growing of cannabis and the commercial production of non-medical cannabis

BYLAWS – 1st and 2nd Reading

[Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018](#) pg 41
A bylaw to amend Official Community Plan Bylaw No. 1549, 2014

8. REPORTS

Mayor and Council

[2017 Drinking Water Annual Report](#) – Memo from Chief Administrative Officer dated July 25, 2018 pg 44

[RCMP 2nd Quarter Policing Report](#) pg 59

[Disclosure of Contracts – Council](#) pg 75
Memo from Chief Financial Officer dated August 1, 2018

[June 2018 Financial Report](#) pg 76
Memo from Chief Financial Officer dated August 3, 2018

[Mayor & Council Remuneration](#) pg 82
Memo from Chief Financial Officer dated August 7, 2018

[Building Permit Detail Report - July 2018](#) pg 83

9. NEW BUSINESS

[New Conservation Officer for Vernon](#) – Correspondence from Ministry of Environment and Climate Change Strategy dated July 19, 2018 pg 88

[Fire Training Centre Facility Improvements](#) pg 89
Memo from Chief Administrative Officer dated August 10, 2018

10. PUBLIC QUESTION PERIOD

11. CLOSED MEETING RESOLUTION

12. ADJOURNMENT

THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, July 16, 2018 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
Planner and Deputy Corporate Officer – Kurt Inglis
Recording Secretary – Bettyann Kennedy
The Press and Public

APPROVAL OF AGENDA

The following was added to the agenda under New Business:

- Shuswap North Okanagan Rail Trail – letter of support for Rural Dividend partnership grant.

The following was added to the agenda under Bylaws – 1st and 2nd Reading:

- Amendment to Zoning Bylaw Amendment No. 1659

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

Carried

ADOPTION OF MINUTES

Regular Meeting Minutes of June 18, 2018

Moved by Councillor Baird, seconded by Councillor Shishido that the minutes of the regular meeting of June 18, 2018 be adopted as circulated.

Carried

PETITIONS AND DELEGATIONS

Forsite Consultants Ltd. Forest Management Specialists

Re: Presentation of Draft Enderby Community Wildfire Protection Plan

Julie Maxwell presented an overview of the Community Wildfire Protection Plan. There are 9 recommendations that resulted:

1. Increasing FireSmart awareness by developing an implementation plan.
2. Develop a communication plan with key stakeholders.

- 3. Monitor the forest conditions in town and the surrounding area. Funding opportunities could be available for fire hazard mitigation.
- 4. FireSmart building and development standards for exteriors of new buildings and landscaping.
- 5. Work with Splatsin Emergency Management team.
- 6. Fire Department to participate in cross training exercises with BC Wildfire.
- 7. Assess evacuation issues in areas that have only one way in or out.
- 8. Apply for funding with RDNO for addressing Gunter Ellison Rd and Glenmary Rd one way out.
- 9. Identify water sources in the area that are not adequate for fire suppression.

Moved by Councillor Schreiner, seconded by Councillor Baird that the Enderby Community Wildfire Protection Plan be received and filed.

Carried

BYLAWS – 1st and 2nd Reading

Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018

A bylaw to amend Zoning Bylaw No. 1550, 2014

Late Item: Amendment to Zoning Amendment Bylaw No. 1659, 2018

Moved by Councillor Knust, seconded by Councillor Baird that Zoning Bylaw Amendment No. 1659 be amended to prohibit cement-based, industrial-style cannabis production bunkers within the Agricultural Land Reserve in order to preserve the productive capacity of agricultural land;

AND THAT Council gives first and second reading to Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018, as amended above;

AND THAT Council forwards City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018 to a Public Hearing.

Carried

BYLAWS – Adoption

Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1655, 2018

A bylaw to amend Public Spaces Bylaw No. 1604, 2016

Moved by Councillor Case, seconded by Councillor Davyduke that Public Spaces Bylaw No. 1604, 2016 Amendment Bylaw No. 1655, 2018 be adopted.

Carried

Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1656, 2018

A bylaw to amend Fees and Charges Bylaw No. 1479, 2016

Moved by Councillor Shishido, seconded by Councillor Baird that Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1656, 2018 be adopted.

Carried

Bylaw Notice Enforcement Bylaw No. 1581, 2015 Amendment Bylaw No. 1657, 2018

A bylaw to amend Bylaw Notice Enforcement Bylaw No. 1581, 2015

Moved by Councillor Baird, seconded by Councillor Knust that Bylaw Notice Enforcement Bylaw No. 1581, 2015 Amendment Bylaw No. 1657, 2018 be adopted.

Carried

Municipal Ticketing Information System Bylaw No. 1518, 2013 Amendment Bylaw No. 1658, 2018

A bylaw to amend Municipal Ticketing Information System Bylaw No. 1518, 2013

Moved by Councillor Knust, seconded by Councillor Davyduke that Municipal Ticketing Information System Bylaw No. 1518, 2013 Amendment Bylaw No. 1658, 2018 be adopted.

Carried

REPORTS

2017 Annual Report

The Mayor invited comment from the public. There were none.

Moved by Councillor Baird, seconded by Councillor Case that the 2017 Annual Report be approved.

Carried

Building Permit Detail Report – June 2018

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

Carried

Councillor Knust

Councillor Knust reported that the miss-tint rainbow project in the Russell Avenue parking lot is almost done and is looking very colourful.

Councillor Schreiner

Councillor Schreiner will be meeting with the Lions Club in September to discuss lighting on the Riverwalk.

NEW BUSINESS

Regional Housing Strategy Grant Application – Letter of Support – Memo from Chief Administrative Officer dated July 12, 2018

Moved by Councillor Schreiner, seconded by Councillor Knust that Council provides a letter of support for the Regional District of North Okanagan's application to the BC Rural Dividend for the development of a regional housing strategy.

Carried

UBCM 2018 Provincial Meeting Requests and Attendance

The Chief Administrative Officer will work to secure meeting with the following Ministries during UBCM:

- Ministry of Transportation and Infrastructure – to discuss Hwy 97A and ride-sharing in small and rural communities.
- Ministry of Children and Families – to discuss funding cuts to Early Years programs.
- Ministry of Forests, Lands, and Natural Resource Operations – plan to team with Sicamous and Splatstin regarding community forest.

Hotel Development at 600 Railway Street – Memo from Planner and Deputy Corporate Officer dated July 13, 2018

Moved by Councillor Baird, seconded by Councillor Schreiner that Council direct staff to prepare an amendment to Official Community Plan Bylaw No. 1549, 2014 to include a policy statement supporting 600 Railway Street as a potential location for a hotel development;

AND THAT Council direct staff to send a letter to the owner of 600 Railway Street describing existing Zoning, Official Community Plan, and Integrated Community Sustainability Plan policies pertinent to a potential hotel development.

Carried

Late Item: Shuswap-North Okanagan Rail Trail - letter of support for Rural Dividend partnership grant.

Moved by Councillor Schreiner, seconded by Councillor Case that Council provides a letter to the Columbia Shuswap Regional District, the Regional District of North Okanagan, and Splatstin in support of a Rural Dividend partnership grant for the development of the Shuswap-North Okanagan Rail Trail.

Carried

PUBLIC QUESTION PERIOD

John Nolan of the Advertiser asked Council for their general attitude toward cannabis. Councillor Case responded that Enderby has gotten in front of the concerns. Costs to manage the issues are concerning as there are a lot of unknowns at this stage.

Will Hansma of the Advertiser asked about our partnerships regarding the Wildfire Protection Plan and plans for evacuation centres in the event of a wildfire. The Chief Administrative Officer responded that this is all part of our Emergency Plan.

Will Hansma asked whether there would be policy changes as a result of the Wildfire Protection Plan. Yes, action items have been identified and an implementation plan will be created.

Will Hansma questioned Mayor McCune about securing Enderby as a candidate for a Provincial Softball tournament. Mayor McCune responded that Enderby is well situated geographically to host this type of event.

Will Hansma asked about the lighting on the Riverwalk. Councillor Schreiner responded that he has been working on this initiative for some time. Grant funding is being looked into and hopefully the local Lions Club will be interested in contributing to the project.

CLOSED MEETING RESOLUTION

Moved by Councillor Case, seconded by Councillor Baird 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) (k) of the *Community Charter*.

Carried

ADJOURNMENT

The regular meeting reconvened at 6:00 p.m.

Moved by Councillor Knust, seconded by Councillor Davyduke that the regular meeting adjourn at 6:00 p.m.

Carried

MAYOR

CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1659, 2018

A BYLAW TO AMEND THE CITY OF ENDERBY ZONING BYLAW NO. 1550, 2014 AND
AMENDMENTS THERETO

WHEREAS pursuant to Section 479 of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 1550, cited as "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

WHEREAS Council of the City of Enderby has determined to make an amendment to "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

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

CITATION

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018".

AMENDMENTS

2. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Marihuana' and including the definition of 'Cannabis' and 'Cannabis Plant' as follows:

CANNABIS has the same meaning as defined within the *Cannabis Act*, as amended from time to time.

CANNABIS PLANT means a plant that belongs to the genus *Cannabis*.

3. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Marihuana-Related Business' and including the definition of 'Cannabis-Related Business' as follows:

CANNABIS-RELATED BUSINESS means a business, not-for-profit, charity, cooperative, shared economy venture, or other entity which uses a premises for the consumption, display, storage, sale, trade or other exchange of cannabis or cannabis-containing products, including but not limited to dispensaries and compassion clubs, as permitted by Provincial and Federal enactment.

4. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Medical Marihuana Production Facility' and including the definition of 'Cannabis Production' as follows:

CANNABIS PRODUCTION means to obtain Cannabis by any method or process, including by

- i. manufacturing;
- ii. synthesis;
- iii. altering its chemical or physical properties by any means; or
- iv. cultivating, propagating or harvesting it or any living thing from which it may be extracted or otherwise obtained,

provided it is permitted by Provincial and Federal enactment; this specifically excludes Personal Growing of Cannabis.

5. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including the definition of 'Personal Growing of Cannabis' as follows:

PERSONAL GROWING OF CANNABIS PLANTS means the personal cultivation, propagation or harvesting of Cannabis Plants, provided it is permitted by Provincial and Federal enactment.

6. Amend Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing all references to 'Medical Marihuana Production Facility' with 'Cannabis Production'.
7. Amend Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing all references to 'Marihuana-Related Business' with 'Cannabis-Related Business'.
8. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 307.3.g as follows:

g. Personal Growing of Cannabis in the following circumstances:

- i. Outdoors;
- ii. In any mobile unit used on a permanent or temporary basis as a residence, or the land contiguous to the unit, or a building or structure on land contiguous to the mobile unit;
- iii. In any building or structure kept or occupied as a temporary residence, or the land contiguous to the temporary residence, or a building or structure on land contiguous to the temporary residence;
- iv. In any residential dwelling occurring as part of a mixed use development;
or
- v. In multiple occupancy buildings where there are shared walls.

9. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 307.7 as follows:

7. Personal Growing of Cannabis

The Personal Growing of Cannabis shall be subject to the requirements contained in the City of Enderby Personal Growing of Cannabis Policy.

10. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing the title of Section 312 as follows:

312 Cannabis Production within the Agricultural Land Reserve

11. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing Section 312.5 as follows:

5. No Cannabis Production shall be located within 100 meters of any residential zone, daycare facility, preschool, playground, community centre, school, public park, civic or religious institution or any use catering to individuals under the age of 18.

12. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 312.8 as follows:

8. Cannabis Production is not permitted in the Agricultural Land Reserve unless it is considered a 'farm use' in accordance with the Agricultural Land Reserve Use, Subdivision and Procedures Regulation, B.C. Reg. 171/2002.

READ a FIRST time this 16th day of July, 2018.

READ a SECOND time this 16th day of July, 2018.

Advertised on the 2nd day of August, 2018 and the 9th day of August, 2018, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the 13th day of August, 2018.

READ a THIRD time this day of , 2018.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this day of , 2018.

Senior District Development Technician
Ministry of Transportation

ADOPTED this day of , 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda

**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

File No: 0016-18-DVP-END

August 1, 2018

APPLICANT: Jonathan Sagh

LEGAL DESCRIPTION: Lot B, Section 26, Township 18, Range 9, West of the 6th Meridian, Kamloops (Formerly Osoyoos) Division Yale District, Plan EPP29460

PID #: 029-294-924

LOCATION: 137 Salmon Arm Drive, Enderby BC

PROPERTY SIZE: 0.237 hectares (0.586 acres)

ZONING: Residential Single Family (R.1-A)

O.C.P DESIGNATION: Residential Low Density

PROPOSED VARIANCE: Vary Section 308.4.b of Zoning Bylaw No. 1550, 2014 by increasing the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) to 111.5 m² (1,200 square feet), for the purposes of constructing a pole shed.

RECOMMENDATIONS:

THAT Council authorize the issuance of a Development Variance Permit for the property legally described as Lot B, Section 26, Township 18, Range 9, West of the 6th Meridian, Kamloops (Formerly Osoyoos) Division Yale District, Plan EPP29460 and located at 137 Salmon Arm Drive, Enderby B.C. to permit a variance to section 308.4.b of Zoning Bylaw No. 1550, 2014 by increasing the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) to 111.5 m² (1,200 square feet), for the purposes of constructing a pole shed.

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 137 Salmon Arm Drive. The applicant is proposing to construct a 111.5 m² (1,200 square feet) pole shed in the southeast corner of the subject property, for the purposes of RV storage; given that this proposed accessory residential structure exceeds the Zoning Bylaw's maximum size of a domestic garage or shop of 80.3 m² (864 square feet), the applicant is seeking a variance.

Site Context

The subject property is located on the east side of Salmon Arm Drive, which is identified as a Municipal Minor Collector in the Official Community Plan (OCP). The property is relatively flat with a slight elevation gain on the western property boundary. The subject property is the result of a two-lot subdivision which was completed in April of 2014, and a single family dwelling was constructed on the property in 2015.

The subject property and the properties to the west and south are all zoned Residential Single Family (R.1-A) and designated in the OCP as Residential Low Density. The property to the north is zoned Residential Single Family (R.1-A) and is designated as Residential Medium Density in the OCP, while the property to the east (MV Beattie Elementary School) is zoned Assembly, Civic, and Public Service and is designated as a School Site in the OCP.

The following figure shows the zoning designations of the subject and surrounding properties:

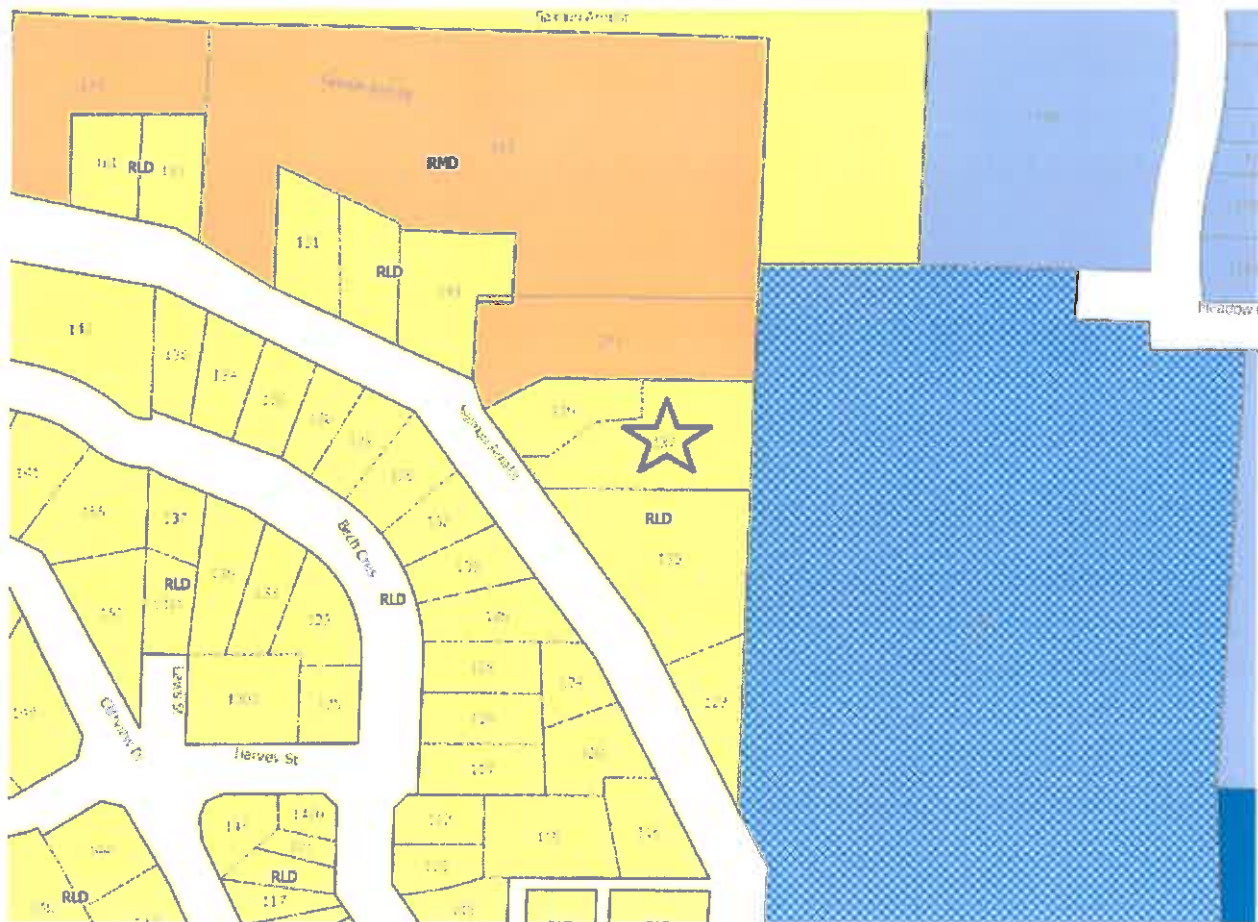


Figure 1: Zoning Map

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



Figure 2: Orthophoto

The Proposal

As shown on the attached Schedule 'A', the applicant is proposing to construct a 16' (4.88 m) tall, 40' x 30' pole shed in the southeast corner of the subject property. The applicant has stated that the structure is intended for RV storage.

Given that this accessory residential structure's area of 111.5 m² (1,200 square feet) exceeds the Zoning Bylaw's maximum size of a domestic garage or shop, the applicant requires a variance prior to the issuance of a Building Permit.

ZONING BYLAW:

The subject property is zoned Residential Single Family (R.1-A) and the permitted uses within this zone include accessory residential buildings, single family dwellings, secondary suites, bed and breakfasts, civic and public service use, and restricted agricultural use. The proposal as compared to the Zoning Bylaw requirements for accessory residential buildings and structures is as follows (highlighted item is the only one requiring a variance):

CRITERIA	PROPOSAL	ZONING REQUIREMENTS
Setbacks for Accessory Residential Building/Structure (min.)		
- Front Yard	>8 m (26.25 feet)	8 m (26.25 feet)
- Rear Yard	~8.8 m (28.9 feet)	1.5 m (4.9210 feet)
- Exterior Side Yard	N/A	8 m (26.25 feet)
- Side Yard	3.3 m (10.8 feet)	1.5 m (4.9210 feet)
- Other buildings	> 3 m (9.842 feet)	3 m (9.842 feet)
Height (max.)	4.88 m (16 feet)	5 m (16.40 feet)
Size (max.)	111.5 m ² (1,200 square feet)	80.3 m ² (864 square feet)

OFFICIAL COMMUNITY PLAN:

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

- Policy 2.2.b - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.
- Policy 2.2.c - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.
- Policy 2.2.f - To respect and preserve a process of open, flexible and participatory decision making in the ongoing planning and day-to-day decisions of the City.
- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 8.3.i - Council will support alternative infrastructure standards and urban design principles which promote environmental, economic, and social sustainability.

REFERRAL COMMENTS:

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

No comments were received in response to the referral.

PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to increase the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) to 111.5 m² (1,200 square feet), for the purposes of constructing a pole shed, and upon consideration of input from adjacent land owners it is recommended that Council authorize the issuance of the Development Variance Permit for the following reasons:

- Given the subject property's large lot area of approximately 0.237 hectares (0.586 acres), which is significantly larger than a typical residential lot, a larger accessory residential structure can be accommodated on the site without detracting from the character or aesthetics of the site or neighbourhood more broadly;
- Given that there is significant vertical separation between the proposed accessory residential structure and the neighbouring single family dwellings, it is not anticipated that an increase to the footprint of the proposed structure would negatively impact the views of neighbouring properties;
- The subject property is located adjacent to a school site which would not be impacted by an increase to the footprint of an accessory residential structure on a neighbouring property; and
- It is not anticipated that the proposed variance would negatively affect the use and enjoyment of the subject or neighbouring properties.

SUMMARY

This is an application for a Development Variance Permit for the property located at 137 Salmon Arm Drive, Enderby BC. The applicant is proposing to construct a 16' tall, 40' x 30' pole shed in the southeast corner of the subject property for the purposes of RV storage. In order to facilitate this proposed development, the applicant is seeking to vary Section 308.4.b of Zoning Bylaw No. 1550, 2014 by increasing the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) to 111.5 m² (1,200 square feet).

The City of Enderby Planner is supportive of the proposed variance.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

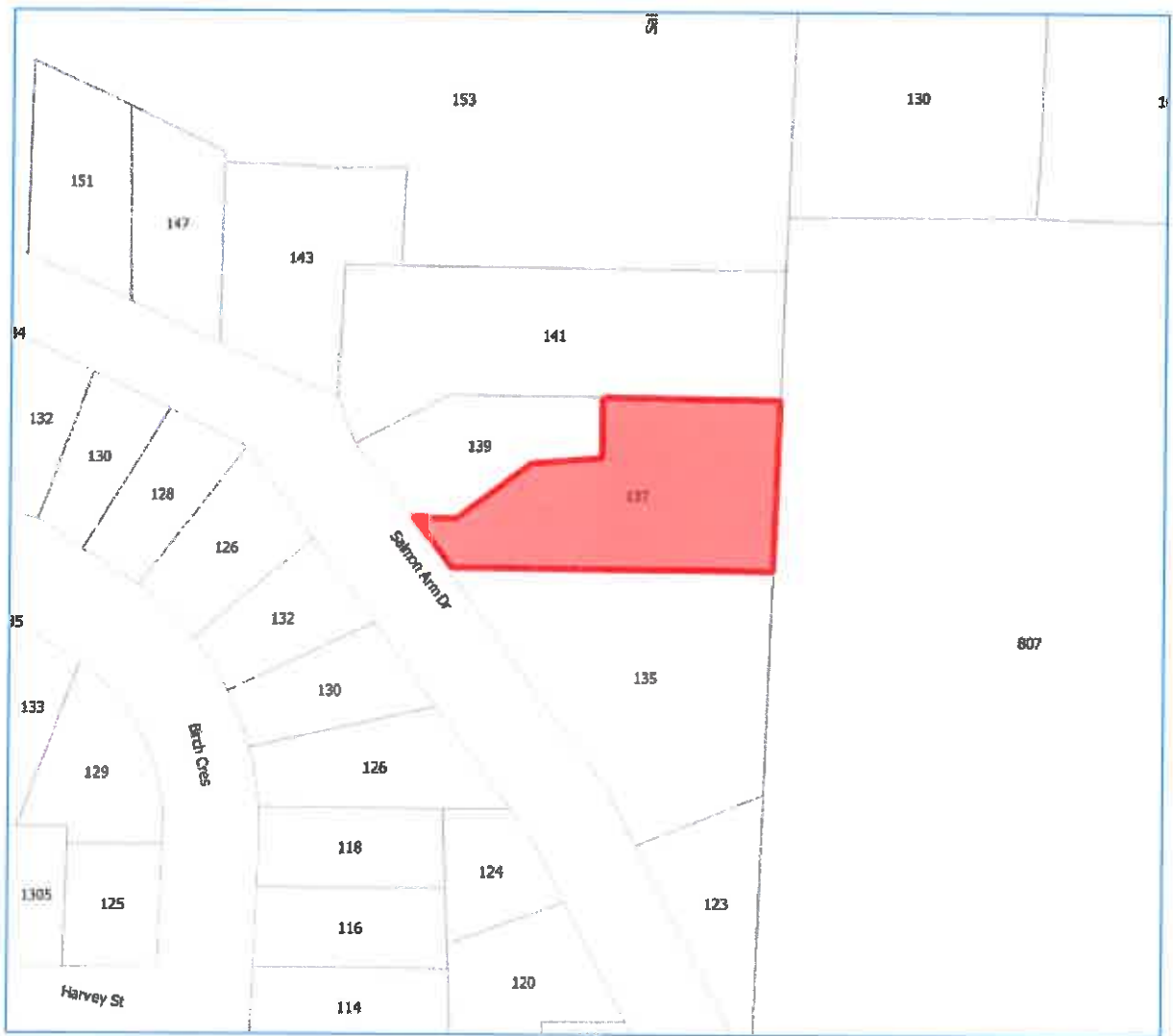
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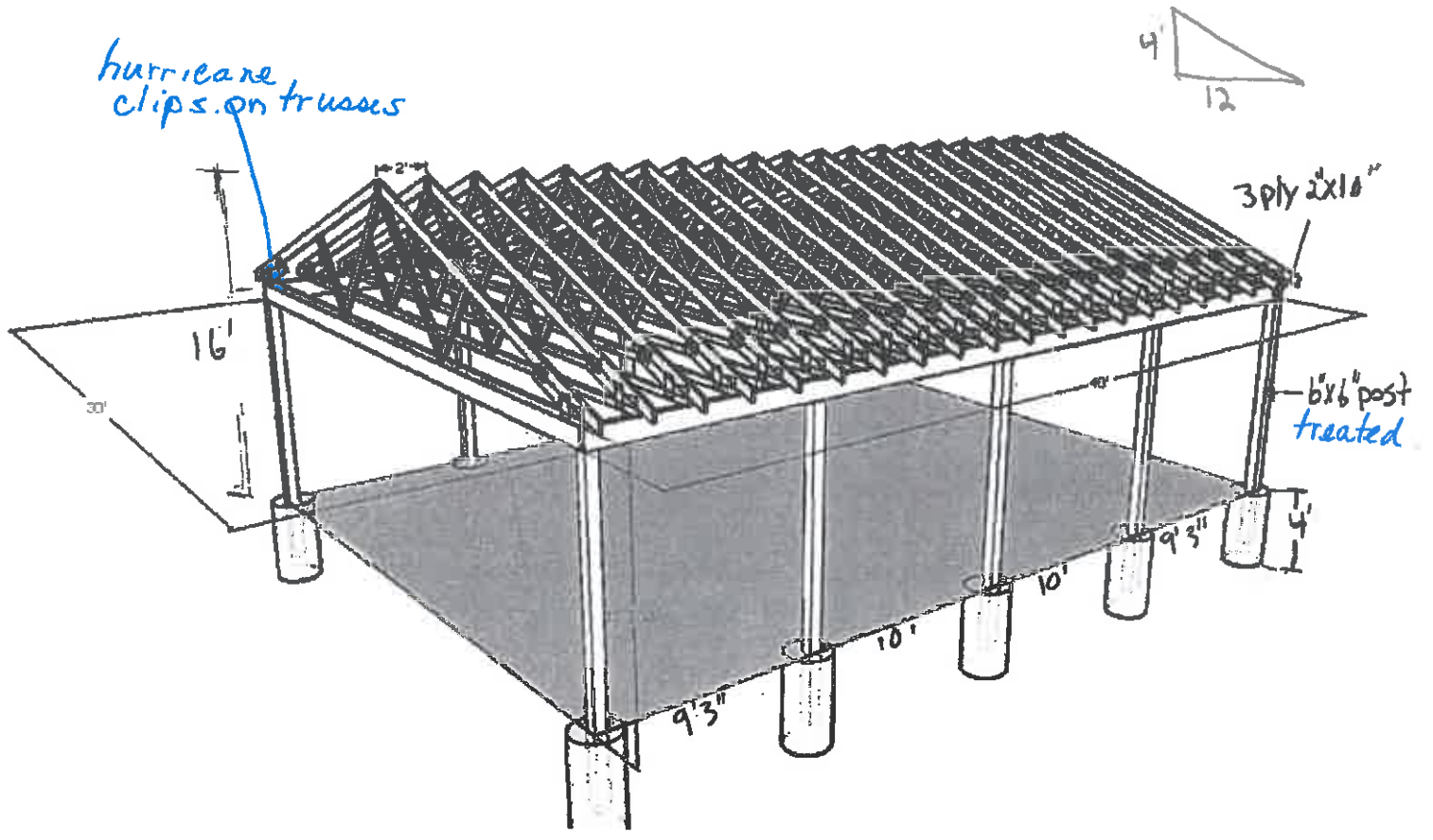


Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION
SUBJECT PROPERTY MAP

File: 0016-18-DVP-END
Applicant: Jonathan Sagh
Owner: Jonathan Sagh
Location: 137 Salmon Arm Drive, Enderby BC





1/2 inch plywood roof sheathing
 Ieko 35 year asphalt
 shingles

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: August 1, 2018
Subject: FireSmart Implementation Planning Process - Award of Contract

RECOMMENDATION

THAT Council awards the contract for the Fire Smart Implementation Planning process to Forsite Consultants Ltd in the amount of \$8,600.

BACKGROUND

The Strategic Wildfire Prevention Initiative (SWPI) is a suite of funding programs managed through the Strategic Wildfire Prevention Working Group – which includes representation from the First Nations' Emergency Services Society, Ministry of Forests, Lands & Natural Resource Operations and the Union of BC Municipalities (UBCM); funding is provided by the Province of BC and is administered by UBCM. The initiative supports communities to mitigate risk from wildfire in the wildland urban interface.

In early 2018, the City of Enderby submitted a grant application under the *FireSmart Planning and Activities* funding stream of SWPI in order to develop a FireSmart Implementation Plan which outlines recommended FireSmart activities to be implemented in the community over the short to medium term. The City was successful in its application and received a grant in the amount of \$9,890.

In June, Staff put out a Request for Proposals seeking a consultant to undertake the FireSmart Implementation Planning process. Forsite Consultants Ltd. who completed the update to the City's Community Wildfire Plan as part of the *Community Wildfire Protection Plan and Update Grant Program* was the only respondent. Forsite's proposal for undertaking the planning process and their pricing meets the program and budget objectives, and is consistent with pricing for prior work which won competitive bids.

Staff are recommending that Council awards the contract for Fire Smart Implementation Planning to Forsite Consultants Ltd. in the amount of \$8,600.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: August 1, 2018
Subject: Bus Stop Location Survey Results

RECOMMENDATION #1

THAT Council proceeds with relocating the bus stop to Mill Avenue west of George Street and eliminate the other bus stops, and directs staff to coordinate next steps with BC Transit and other stakeholders.

RECOMMENDATION #2

THAT Council does not proceed with relocating the bus stop to Mill Avenue west of George Street at this time, and requests further consultation with BC Transit to explore alternate locations.

BACKGROUND

At its regular meeting of April 16, 2018, Council made the following resolution:

Moved by Councillor Schreiner, seconded by Councillor Shishido that Council approves the proposed new location on Mill Avenue west of George Street for a new bus stop, which would consolidate the existing Mill Avenue and Maud Street bus stops;

AND THAT Council directs staff to proceed with contacting the Ministry of Transportation and Infrastructure and businesses adjacent to the current and proposed bus stops to assess their concerns;

AND FURTHER THAT Council directs staff to implement a survey on the City of Enderby's website to poll the public about their support and concerns for the proposed changes.

The proposed location diagram is attached to this memorandum.

A survey was designed in collaboration with BC Transit. Notices were posted at the bus locations and there was media coverage of survey availability.

Forty-eight responses were received to the survey. The responses to the survey clearly indicate that adjacent businesses and neighbourhood property owners were engaged in the matter.

Survey Questions and Results

The following questions were among those asked in the survey:

- Opinion of the proposed relocation:
 - Like it = 16
 - Dislike it = 23
 - Not sure = 7

- How often does the respondent use transit?
 - A few times per year = 9
 - 1-2 days per week = 2
 - A few times per month = 5
 - Never = 28

- Will the proposed relocation make it better or worse for transit riders to use transit?
 - Better = 4
 - Worse = 1
 - No change = 11

- Does the respondent own or occupy a property that may be affected by the proposed relocation?
 - Yes = 14
 - No = 32

- Does the respondent with adjacent property favour the proposed relocation?
 - Yes = 1
 - No = 13

Overview of Comments

In addition to the multiple choice questions, a number of opportunities were provided for written comment in order to give better context to the survey responses.

The following are the key concerns identified in the survey comments:

- Too close to residential area
- Too far away from residential area
- Heavy congestion
- Not worth the time and money to relocate from the existing location given the minimal interruption it causes
- Loss of on-street parking
- Poor sightlines and existing ingress/egress challenges from a nearby private parking lot

- Other locations which may be better
- Good location with more space
- Bad location without enough space
- The adjacent sidewalk will get shovelled more often
- No matter where it goes, it will be inconvenient for somebody
- Prefer one central bus stop
- Dislike one central bus stop
- Safer
- Unsafe
- Decrease home values
- Vehicle pollution
- Interference with businesses

City staff also contacted the Ministry of Transportation. Ministry staff indicated their support for improvements to traffic flow but have not performed an in-depth review of the proposal.

BC Transit has indicated that it could very quickly accommodate the proposed change in location to Mill Avenue west of George Street, as there is no material change in running time and routing due to the lighted intersection and the gridded layout of the streets. Any other proposed stops will require significantly more time to investigate and implement relative to routing, timing, printing schedules and communicating with riders.

One of the challenges in this kind of change is that the reasons why a bus stop location may be ideal from a transit perspective are often the very same reasons that adjacent property owners may disapprove of the same location; there can be a conflict in values and expectations requiring balance. The list of requirements that BC Transit needs in order to install a new stop are very involved, and finding a spot that hits the necessary criteria is less common than what might initially be apparent (neither of the two bus stops currently in use meet the criteria, either).

Moreover, any change in location is going to have negative impacts as well as positive impacts. None of this invalidates the concerns of the immediate neighbourhood and, frankly, there is little against which to contrast this feedback as community consultation on this matter is a first of its kind of Enderby's recent past.

The fundamental question, staff respectfully submit to Council, is whether time should be of the essence in determining the new location (which would lead to implementing the proposed location) or whether Council feels that it is permissible to allow more time to explore other locations in the hopes of finding something better (in which case a new location is unlikely to be implemented until 2019).

When determining if time is the critical factor, key items to weigh would be the frequency and relative inconvenience of traffic interruption and the frequency with which traffic is unable to self-regulate when approaching a bus obstructing a lane of traffic.

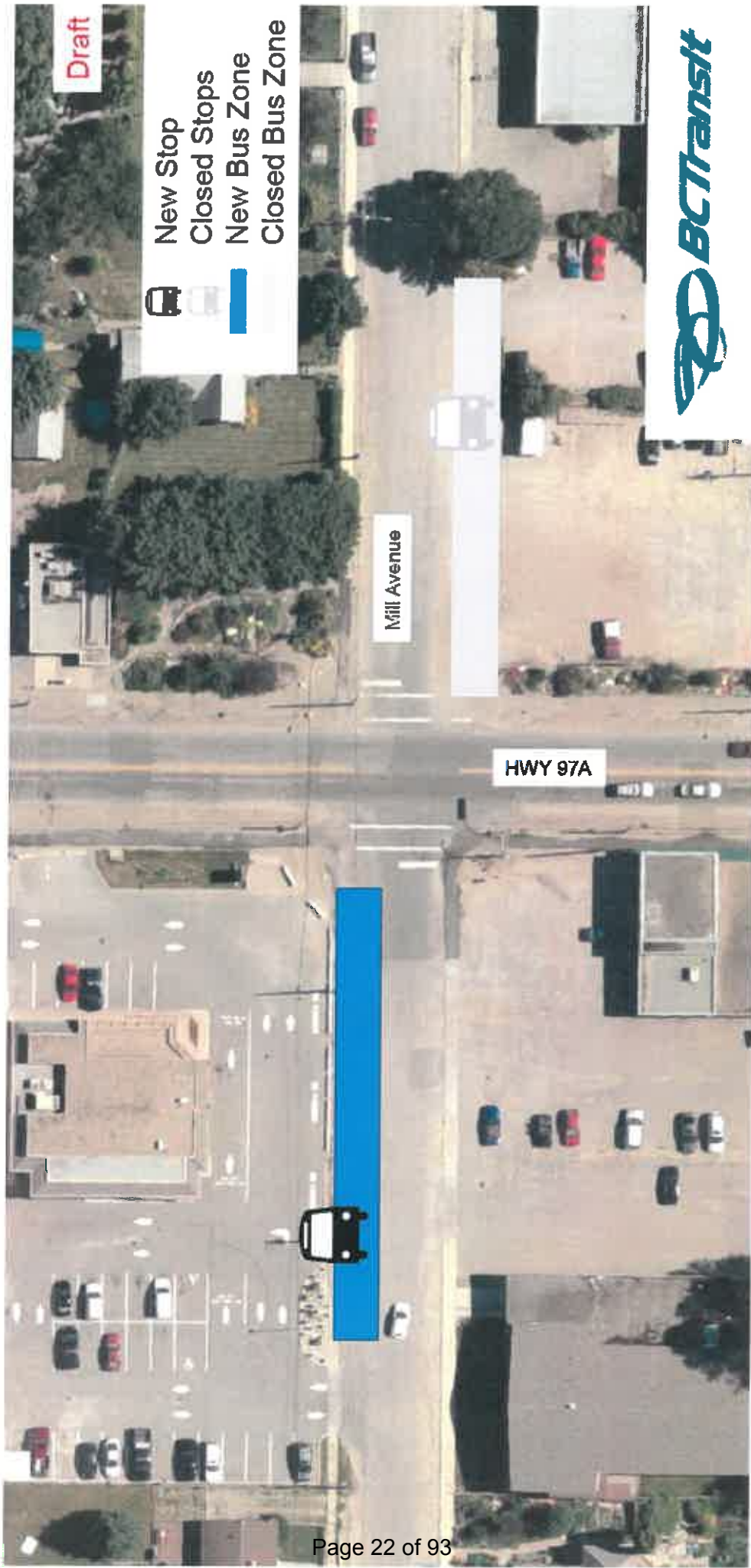
A key caveat is that it is likely that almost any location is going to attract some opposition; however, it is obvious that this location has attracted considerable concern, particularly with

respect to existing congestion, neighbourhood characteristics, and a problematic access to a private parking lot, among other things. While it will provide an improvement over the current location, it will create new consequences and it may not ultimately prove to be preferred spot given additional time.





Respectfully submitted,

A handwritten signature in blue ink, consisting of a stylized, cursive 'T' followed by a horizontal line and a small flourish.

Tate Bengtson
Chief Administrative Officer



Draft

-  New Stop
-  Closed Stops
-  New Bus Zone
-  Closed Bus Zone



Mill Avenue

HWY 97A

SURVEY ON RELOCATION OF ENDERBY BUS STOPS

Currently, there are bus stops located on Maud Street and Mill Avenue. However, there are problems with both. The City and BC Transit are proposing a new bus stop location on Mill Avenue, west of George Street (Highway 97A), on the north side of the road. The Maud and Mill bus stops would be eliminated if this proposal were to proceed. Please let us know what you think.



What is your opinion of the proposed relocation?

- I like it
- I don't like it
- Not sure

Why do you like it or do not like it?

How often do you use transit?

- 5+ days per week
- 2-4 days per week
- 1-2 days per week
- A few times per month
- A few times per year
- Never

Continues on reverse

Do you think that the proposed relocation will make your ability to ride the bus better or worse?

- Better
- Worse
- No change

Why do you think that the proposed location would make your ability to ride the bus better or worse?

Do you own or occupy a property that may be affected by the proposed relocation?

- Yes
- No

If you own affected property, do you support the proposed relocation?

- Yes
- No

If the proposed relocation is implemented, what are some of the key things that are important for the City and BC Transit to consider?

Do you have any other comments about the proposed relocation?

Your survey submission will be shared with City of Enderby, BC Transit, and Regional District of North Okanagan staff. Aggregate results may be shared publicly. Specific comments may be shared publicly, but personally identifiable information will be removed or redacted. This information is collected pursuant to Section 26(c) and (e) of the Freedom of Information and Protection of Personal Privacy Act.

Summary of Comments

Why do you like it or do not like it?

I am 100 percent in favour of Transit and would like to see more, however, this is not a good site. The proposed site is at the corner of the busiest intersection between Salmon Arm and Vernon. We need to find ways to decrease traffic at this intersection, not increase it.

I do not like the proposed relocation of the existing Transit bus stop. The problems with the existing site will not be solved by moving it across the street, but it will create greater congestion on a street that is already too busy. Since the installation of the lights the traffic on Mill west has increased significantly. It is not just car traffic, but also heavy trucks, (dump trucks, cement trucks, agriculture vehicles), tractor trailers, Greyhound bus, tour busses, and RV and Travel Trailers. This is a residential area with families and children living here.

Already there are drivers who 'park and idle' on both sides of Mill west and leave their heavy trucks running while they do their banking. The proposed site would create even more exhaust fumes from Transit busses. These fumes enter into my home and they also enter the Day-Care at the Church. On the hi-way, the stopped vehicles heading south at the lights, accelerate and blow plumes of black diesel exhaust right where children and others will be waiting for the bus. By contrast, the existing site has a beautiful garden, a park, shrubbery and trees to filter the dust, fumes and noise. It also provides shade in the summer and has a wide, level sidewalk. The proposed site has a narrow, uneven sidewalk that is located in a low point in the road which turns into a mud puddle when it rains, especially when the drain is plugged. The proposed concrete and pavement site will have no escape from the summer heat, noise, dust and fumes.

mill Avenue is an already congested area with the bank, residences, and the church there that does an after school program for kids. i think it would be unsafe and make it further congested.

Who not relocate to the Greyhound stop by Twice but Nice. Less traffic, less congested, safer, lots of room.

I am not a regular user but wish Councillors to consider my comments on behalf of those who are and who may not know this survey is in progress nor have access to a computer. Most of these users are not in the happy position of owning vehicles so use of a pubic bus service is not a choice for them.

All publicity to date has concentrated on this as a "decision by City and BC Transit" and on lack of a pull-over lane in Mill and especially the consequences of having parking stalls opposite the present Mill Ave. stop. Also that two, not one, present stops are planned to be removed - one permanently.

1. Has any survey been done of present users to find out how many of them can physically and mentally access a stop on the west side of the highway? Such a survey could be by volunteers sitting at the

present stops with signage or summer student employed by Council? This survey need only cover the few buses leaving or returning each day in Mill and Maud.

Has the Family Resource Centre been given the opportunity to comment? or any or the other organizations providing assistance to people who need to use buses?

If my ability to walk were compromised I may well find getting from Maud St. to west of the highway and back again difficult indeed.

2. Why does Enderby automatically have to lose one of its two bus stops? I do not know where the rental or other housing for existing bus passengers is located in Enderby. Has relocating the second stop in some other part of the city been considered? Can Mill be relocated and Maud remain? Or is this pressure from Transit to cut the time spent in Enderby? Once the second stop has been removed by Transit it will not easily be returned to our town.

Finally, might not the Mill Ave. problem be solved by removing the parking stalls opposite? They are, I suspect, the main reason why that bus stop is no longer working smoothly after the downtown revitalization about two years ago.

It is already too congested at this intersection. People turn onto Mill from the Highway and then turn into the Credit Union, most times not putting signals on, causing a lot of havoc with vehicles moving in and out. Also many large trucks park on the road to use the bank, making the road a lot narrower. School buses are using this route also, King's School pickup and drop off, during which time congestion is also a problem.

There is a school club right there, I don't believe it would be necessary or appropriate.

This would put the bus stop in an even more congested area! The Credit Union entrance/exit is problematic to begin with.

Is there a reason why the bus stop would not be put at the existing Greyhound Bus Stop? Maud Street Parking Lot? Parking Lot behind City Hall? Parking Lot by Chamber? Surely there is a better answer than to create even further issues than we already have. Isn't there a daycare out of the church? There is a new parking lot there too. It seems odd they would choose to move the bus stop from one problematic area to an even more problematic area. Safety would be a major concern. "

There is already too much traffic at the Credit Union, and it would negatively impact programs at the Chapel. There are other, better locations such as the old Greyhound bus stop on Cliff Avenue. This Mill Street location makes no sense; I can only surmise it was chosen by people who do not drive on that street.

Mill Avenue is very congested already. The bank parking lot is a hazard already with so much traffic in and out. There is a daycare at the church, there are residences. Why not put the stop where greyhound

stops by Twice But Nice. It's not nearly as congested and busy. Putting a bus stop on Mill by the credit union would prove hazardous to an already hazardous spot.

I do not like to see more traffic pushed into the residential area

for the 30 seconds it takes to wait until its clear to go around the stopped bus, it is not worth the time and more importantly the money that will be spent on moving the location. move it into the parking lot behind the shelter, that parking lot has an easy access from the south and an left hand turning lane from the north

the proposed site is very congested, and hard to see the traffic as it is when turning left out of the credit union parking lot. When there's an event at the church the area is insane with cars on each side of the street and parking lots full.

it's a hazard for vehicles pulling out of the parking lot on mill ave. there has been some vehicles parked there at times and it is very hard to see oncoming traffic . there is also a daycare that is operated across the street from the proposed site. this is also a very busy intersection more so in the summer with the traffic.

Busy street, church overflow parking. Credit union oversize vehicle parking.

This is a busy portion of Mill Ave. with the Credit Union right next to it. The proposed spot for the bus stop is right where large trucks park to use the bank. Also there is no public parking near by. Both the Credit Union and the Enderby Chapel are not public parking and this would cause issues.

I like that the bus can pull right off the road so traffic can continue to flow. Also that stretch of sidewalk never gets plowed or shovelled in the winter so then it would be a priority.

There is more room on this side of the highway. It is still within close distance of the existing site so will not be a huge inconvenience.

I am not in favour if increased traffic on Hubert Rd. With the implementation if the traffic light, this once quiet neighborhood sees heavy traffic, including heavy trucks and greyhound buses. The road has deteriorated substantially as a result and should be repaired to reflect the high density road it has become. It should also have signage stating that it is not a truck route.

It is dangerous there also.

It will add chaos to an already very busy intersection and street. This intersection is dangerous, drivers don't seem to notice the lights. Being employed in one of the local businesses I hear screeching tires and horns honking several times an hour. I fear adding transit to this area will only amplify the problem.

No matter where it goes it will be inconvenient for some. As long as there is sufficient pull off room for the bus so that it is not blocking traffic.

Too busy an area, with the traffic light, and both vehicles & pedestrians crossing the highway, safety issues with the kids at the church for after school & summer groups, school bus in area twice a day...parking for businesses, for larger vehicles, RV's

There are a lot more kids in the new direction and it puts questionable people closer to home. The old way is a lot more direct and stays more in the business area of town.

Wrong spot for a bus stop.

Because, I don't have to walk far from my house to get to the bus

Eliminates a stop and will make it easier during the summer months to access

The stop is moved to an area with more space on the side of the road, which is good. The current location disrupts the flow of traffic

I think it is a very good location which would be easy to find if someone is waiting for the arrival of family or friends. Also, a good location for those who use the bus service.

I like that there is one central bus stop.

This directly affects the distance people will have to walk on the other side of the highway.

I use the bank frequently, and when there is someone parked on the side of the road (quite often), I exit the parking lot at my own risk. It is impossible to see traffic headed west on Mill. This is a solution that best suits transit drivers, most transit users are coming from a residential area and going to a business district. I think more people would use the transit if they didn't have to walk so far to a bus stop and often juggle kids, strollers, mobility equipment and packages...it's a hassle for most.

Just makes perfect sense. More safer .

Makes sense.

Why do you think that the proposed location would make your ability to ride the bus better?

closer to our house don't have to cross the hwy

Location is good.

Please describe any concerns or impacts to your property as a result of this relocation

Whereas our front porch used to be a reasonably quite place to sit and have meals, it is now so noisy, chokingly toxic and dusty from dirt and fumes that we cannot use it as much. The new site will make it worse for us and potentially decrease the value of our home.

too much traffic. Since the lights have gone in at Mill, traffic has increased considerably. It becomes quite a dangerous place to be, when the traffic is not paying attention to any pedestrians. Also , another factor to consider is relocating the bus stop is the potential danger with the child care facility across the road.

Congestion of the street.

Increased traffic in residential area

I feel it will negatively impact the Credit Union Members visibility

when pulling out of the parking lot. Since the Light Mill Ave has high traffic volume adding that not all people abide by the 50 km speed limit."

Brief: No public parking, area used by big trucks as parking when using credit union, busy part of the road.

Increased traffic, noise and further deterioration to an already deteriorated road.

This is a busy location with the RE/MAX office, Grahams Eye Care teh after school Thrive care the School bus drop off, The church and daily activities held at the Church and the Bank across the street.

Parking is already limited for staff and patrons of the businesses in this area.

increased traffic in area, will mean our clients will have a tougher time getting into and out of our parking lot

Mill street on the West side of the Hwy is NOT a good location. From what I witness on a day to day basis this is undoubtedly the busiest pedestrian crossing in town. The relocation of the Transit stop and shelter would result in loss of 4 parking spots (which are drastically needed).

This will interfere with the businesses on George Street and Mill Avenue.

The location of the new bus stop impacts access to services.

If the proposed relocation is implemented, what are some of the key things that are important for the City and BC Transit to consider?

The following is a list of some of the problems that I believe will increase if the Transit bus stop is moved to the proposed relocation site.

- Vehicles heading south wanting to turn right onto Mill west will have to make a very wide turn to get around parked busses.
- There is car parking on both sides of Mill which creates a narrow road.
- There are 3 business entrance/exit driveways on and off of Mill right where the new bus stop will be located. These three driveways (Remax, Church and Bank) are busy and already make left turns crowded.
- The Bank parking lot is a bit of a gong show. A three-way pinch point occurs frequently. Vehicles heading West and East will try to turn into the lot while a third is trying to exit. The exit/entrance is narrow, and there is a blind spot trying to exit. Vehicles exiting the lot have to creep past the sidewalk and onto the road to get a clear view. The addition of a bus stop will increase the blind spot and increase congestion.
- The proposed site will require the removal of two or more car parking spots. Perhaps the removal of two parking spots across from the existing site will help traffic flow.
- There are two telephone poles and support cables that allow for very little bus stop parking.
- People who drop-off and pick-up bus users will be using the business parking lots.
- There are two service panels right where the new site is proposed. The Telus service panel is regularly (weekly) serviced, creating more traffic congestion.
- There is a Man-Hole accessing infrastructure right where the busses will be parked.

Although these concerns may not be huge on their own, collectively they create big congestion problems.

consider that people often park on the bank side of the road along the dirt there, further narrowing the road and limiting visibility. also there are often lots of kids and pedestrians, as well as people going in and out of the bank. surely there is a better spot for the bus stop.

The credit union is already congested plus it would disrupt both residences and the children's daycare out of the chapel..

I do not understand this question. Surely the time for City and Transit to consider "key things" is before the proposed relocation is implemented?

Increased Traffic. Diesel fumes which are already a problem (when my windows are open and trucks are left idling while the bank is used, my home fills with diesel. This happens regularly). The road is already TOO NARROW for the amount of traffic that uses the Credit Union. The same problems which the bus is experiencing on the other side of the highway will be the same ones on this side. It is too close to the light when turning off the highway. The sidewalk is an issue on that side of the road where the proposed stop wants to relocate, it already in very bad shape. In winter, it's not plowed regularly, in the spring, it is always under mud and water. If the bus stop moves there, will there be a sidewalk there at all???

They need to consider that there is a considerable flow of traffic on that street. First of all, it is a street with a stop light; many locals use it, especially in the summer, to be able to access the highway. Secondly, there is the credit union, the Evangelical Chapel and a chiropractor already on that street which increases the amount of traffic. Adding to it makes no sense.

The idling busses would be emitting their fumes affecting a daycare out of the church and residences. There would be no change as far as the current location issues in fact it would worsen as the traffic is heavier on the proposed side of Mill then the current location. Yes the bus stop needs to be moved but why not move it to a safer location? Greyhound stop makes perfect sense.

The congestion in the area.

if this is relocated to mill ave I feel that it's a accident waiting to happen.

Limited view when exiting Credit Union parking lot on the left.

Parking and traffic. This is not an ideal location.

Because the church holds a lot of functions including youth groups for kids in community, a lot of people park along there when picking up & dropping off. Maybe consider having bus stop hours of operation when no one can park there but then after hours open it up for parking again.

Communication of change to users in a variety of forms - social and regular media and signage.

Should consider not putting the stop in a residential area nor routing it through other residential areas.

DANGER to the public.

Church, regular event, after school and summer youth clubs, Thrive after school care, school bus- makes twice daily stops from the school in Salmon Arm (parents parking to pick up and drop off, one of 2 main lights to cross the hwy for vehicles and pedestrians.

Safety of the passengers when they become pedestrians.

Access to bus stop for majority of seniors using the bus.

Covered stop for waiting riders.

Lighting for early morning and late night visibility."

Set back from the corner.

Sufficient room for the bus to be completely off the road so it is not blocking east/west traffic when picking up/ dropping off passengers"

You are reducing parking in the area, you are increasing traffic to a busy street, pedestrians - including children, safety risks

Traffic. Those streets are already high traffic with lots of family's and small children running around.

Loss of Traffic spots and visibility being blocked while Bus is parked.

I believe the transit stop needs to be relocated OFF of Mill Ave PERIOD! There is far too much through traffic to have any of its space taken up by a transit stop!!!!

Russell Ave across from the IGA would be an IDEAL location over on King ave by the Lions Park."

There is a children's play area very close. Business' have very little parking as it is and the traffic problems will be huge.

Clear signs for people and shelter for people who will use this bus service.

Accessibility and how far people must walk.

The Credit Union driveway, as I mentioned.

Do you have any other comments about the proposed relocation?

Perhaps other sites can be considered.

- Stanley west beside the AG. It is convenient and has a much wider road.
- Cliff Avenue west in front of empty lot beside Twice But Nice. This is where the Greyhound bus already stops.
- Russel Ave east, beside Lordco. South side of road or perhaps the north side.
- Russel Ave west beside Subway.

Thank you for the opportunity to be a part of this conversation.

yes. i think two other options could be considered. Stanley avenue is much less busy, if you put the bus stop in front of the red basket, that would be safer than on mill ave.

Or, on cliff avenue where the old greyhound bus stop used to be could be an option as well. that is a much lower traffic area. "

All said above. If these aspects have already been taken into account, then I thank you for your work.

When Mill Avenue was ripped up last year and the year previous , redoing infrastructure, the parking spots should not have been put in. If they had not been put in on the opposite side of the road there would there would be room for the traffic to continue past the bus when it is stopped and collecting passengers. There is a free parking lot sitting right there, and hardly used.

Why not put the bus stop where the Greyhound Bus depot used to be???. There is a lot more room there.

If I knew when I bought my home, that the Credit Union would expand, the lights would be changed to Mill Avenue, I would never have purchased my home. The noise, dirt, and fumes are becoming overwhelming."

I think a survey before proposing a site would have been a wiser choice; people who actually use the streets of Enderby have a much better idea of what location would work best. Informed is so much better!

I think it would be better to keep the bus stop in the downtown core. Can the parking lot behind City Hall be used to give the buses more room?

move it into the parking lot behind the shelter, that parking lot has an easy access from the south and an left hand turning lane from the north

I believe there could be a better option for the location.

Please seriously consider placing the bus stop on Russel street. Access in and out is good with lights only a block away. There is plenty of parking for public parking and for the bus to pull off the road. It makes no sense to move it from across the highway of an already busy road.

Enderby is small so really anywhere the bus stop ends up it is accessible to citizens but not interrupting traffic flow is important, especially during the summer when it is so congested already

Good plan to move the stop.

Perhaps the bus could loop through downtown in order to utilize the traffic lights instead of being routed through residential areas. Maybe the old IGA parking lot could be utilized as a bus stop. A benefit might be increased shopping in downtown Enderby.

I think we need to look at where it is currently and turn the shelter around to face the parking lot and have the buses come in to the parking lot and do a loop out stopping to pick up the passengers in a safer spot!

Can the bus stop not stay where it is but have the bus enter and exit the drivethru city parking in that area.

Where are bus riders going to park, both their vehicles & bikes. Increased garbage to area...who will maintain...Decreased visability to highway"

DO NOT DO MOVE IT TO WEST SIDE OF MILL AVE!!!! Please, come and sit in the RE/MAX Parking lot and watch the mayhem that is already happening when the other buses are coming and going on behalf of the Thrive after school program and the Kings School Bus...

Not very well thought out by either Transit or the City.

I would like to suggest putting a stop by Barnes Park as well as the green belt on Brickyard, by the old tracks intersection. Even consider one on cliffview drive or johnson for all the new residents.

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: August 10, 2018
Subject: Community Wildfire Protection Plan Recommendations - Action Plan

RECOMMENDATION

THAT Council supports the attached Action Plan for the recommendations arising from the Community Wildfire Protection Plan dated July 12, 2018.

BACKGROUND

The City of Enderby was successful in receiving a grant under the *Community Wildfire Protection Plan and Update Program* funding stream of the Strategic Wildfire Prevention Initiative to undertake an update to its Community Wildfire Protection Plan (CWPP). A CWPP is intended to identify the wildfire risks within and surrounding a community, to describe the potential consequences if a wildfire was to impact the community, and to examine possible ways to reduce the wildfire risk.

Forsite Consultants Ltd. was retained by the City to complete its CWPP update process; this process involved 5 key stages:

- Project initiation - January 2018
- Project research and spatial information acquisition - March 2018
- Field work and assessments - April 2018
- Public Open House - May 2018
- CWPP completion and presentation to Council - July 2018

The critical outcome of the CWPP was a set of recommendations which were developed based on wildfire risks within the community and Enderby's current context; these recommendations were presented to Council at its Regular Meeting of July 16, 2018.

Below is an Action Plan for the key recommendations arising from the CWPP process:

Recommendation	Status	Key Actions
1. Increase FireSmart awareness throughout the plan area by developing a broad FireSmart Implementation Plan.	In Progress	<ul style="list-style-type: none"> • Obtain grant funding through the <i>FireSmart Planning and Activities Grant Program</i> (*complete*) • Secure a consultant to undertake the FireSmart Implementation Planning process

		<p>(*complete*)</p> <ul style="list-style-type: none"> • Undertake public consultation and develop the FireSmart Implementation Plan • Continue to apply for funding through the <i>FireSmart Planning and Activities Grant Program</i> in order to implement the recommended action items identified in the FireSmart Implementation Plan
2. Increase community awareness through communication with key stakeholders.	Planned	<ul style="list-style-type: none"> • Address communication strategies as part of the FireSmart Implementation Planning process • Continue to apply for funding through the <i>FireSmart Planning and Activities Grant Program</i> in order to implement any communication strategies recommended within the FireSmart Implementation Plan • Facilitate ongoing dialogue and collaboration with Splitsin and the Regional District of North Okanagan regarding community wildfire planning
3. Monitor forest conditions in community and surrounding area for fuel management opportunities and hazard mitigation.	Planned	<ul style="list-style-type: none"> • Monitor the evolving grant funding landscape for fuel management and hazard mitigation, which may be broadened in the future to include opportunities on private land
4. Work alongside Splitsin to update their CWPP with specific attention to fuel management and fire hazard mitigation.	Planned	<ul style="list-style-type: none"> • Continue dialogue and collaboration with Splitsin as they undertake community wildfire planning and hazard mitigation activities
5. Increase wildfire training within local fire department through cross training exercises with the BC Wildfire service	Planned	<ul style="list-style-type: none"> • Consult with Fire Department to identify areas where wildfire training can be bolstered • Engage with BC Wildfire Service to identify cross training opportunities, especially in areas where the Fire Department has identified room for improvement
6. Assess evacuation concerns within the project area with particular emphasis on one way in/one way out routes	Planned	<ul style="list-style-type: none"> • Submit a grant application under the <i>Evacuation Route Planning</i> funding stream of the Community Emergency Preparedness Fund • Develop an Evacuation Plan which would be added as an addendum to the City of Enderby Emergency Plan • Pursue additional grant funding to implement the recommendations of the Evacuation Plan

<p>7. Collaborate with North Okanagan Regional District to apply for available funding for connection of Gunter Ellison Road and Glenmary Road.</p>	<p>Planned</p>	<ul style="list-style-type: none"> • Engage with NORD to better understand the limitations and opportunities for connecting the two corridors • Consider the issue as part of a potential Evacuation Planning process funded through the Community Emergency Preparedness Fund • Pursue additional grant funding to implement any solutions identified through the Evacuation Planning process
<p>8. Identify water resources within the Shuswap Fire Protection District where water scarcity is a concern for fire suppression</p>	<p>Planned</p>	<ul style="list-style-type: none"> • Engage with Fire Department to identify areas within the Shuswap Fire Protection District where water scarcity is a concern • Collaborate with Fire Department to research and identify potential mitigating solutions

It should be noted that the *Community Wildfire Protection Plan and Update Program* requires the CWPP to be reviewed by the Province to ensure that all of the information is consistent with the standards of the Provincial CWPP template. The City is still awaiting Provincial review and approval of the CWPP, and should there be any revisions to the CWPP which affect the aforementioned recommendations, Staff will advance a consequential amendment to the above Action Plan.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1659, 2018

A BYLAW TO AMEND THE CITY OF ENDERBY ZONING BYLAW NO. 1550, 2014 AND
AMENDMENTS THERETO

WHEREAS pursuant to Section 479 of the *Local Government Act*, Council of the City of Enderby may, by bylaw, divide the whole or part of the City of Enderby into zones, name each zone, establish boundaries for the zones and regulate uses within those zones;

AND WHEREAS Council has created zones, named each zone, established boundaries for those zones and regulated uses within those zones by Bylaw No. 1550, cited as "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

WHEREAS Council of the City of Enderby has determined to make an amendment to "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

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

CITATION

1. This bylaw may be cited as the "City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1659, 2018".

AMENDMENTS

2. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Marihuana' and including the definition of 'Cannabis' and 'Cannabis Plant' as follows:

CANNABIS has the same meaning as defined within the *Cannabis Act*, as amended from time to time.

CANNABIS PLANT means a plant that belongs to the genus *Cannabis*.

3. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Marihuana-Related Business' and including the definition of 'Cannabis-Related Business' as follows:

CANNABIS-RELATED BUSINESS means a business, not-for-profit, charity, cooperative, shared economy venture, or other entity which uses a premises for the consumption, display, storage, sale, trade or other exchange of cannabis or cannabis-containing products, including but not limited to dispensaries and compassion clubs, as permitted by Provincial and Federal enactment.

4. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by removing the definition of 'Medical Marihuana Production Facility' and including the definition of 'Cannabis Production' as follows:

CANNABIS PRODUCTION means to obtain Cannabis by any method or process, including by

- i. manufacturing;
- ii. synthesis;
- iii. altering its chemical or physical properties by any means; or
- iv. cultivating, propagating or harvesting it or any living thing from which it may be extracted or otherwise obtained,

provided it is permitted by Provincial and Federal enactment; this specifically excludes Personal Growing of Cannabis.

5. Amend Division Two - Interpretation of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including the definition of 'Personal Growing of Cannabis' as follows:

PERSONAL GROWING OF CANNABIS PLANTS means the personal cultivation, propagation or harvesting of Cannabis Plants, provided it is permitted by Provincial and Federal enactment.

6. Amend Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing all references to 'Medical Marihuana Production Facility' with 'Cannabis Production'.
7. Amend Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing all references to 'Marihuana-Related Business' with 'Cannabis-Related Business'.
8. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 307.3.g as follows:

g. Personal Growing of Cannabis in the following circumstances:

- i. Outdoors;
- ii. In any mobile unit used on a permanent or temporary basis as a residence, or the land contiguous to the unit, or a building or structure on land contiguous to the mobile unit;
- iii. In any building or structure kept or occupied as a temporary residence, or the land contiguous to the temporary residence, or a building or structure on land contiguous to the temporary residence;
- iv. In any residential dwelling occurring as part of a mixed use development;
or
- v. In multiple occupancy buildings where there are shared walls.

9. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 307.7 as follows:

7. Personal Growing of Cannabis

The Personal Growing of Cannabis shall be subject to the requirements contained in the City of Enderby Personal Growing of Cannabis Policy.

10. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing the title of Section 312 as follows:

312 Cannabis Production within the Agricultural Land Reserve

11. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing Section 312.5 as follows:

5. No Cannabis Production shall be located within 100 meters of any residential zone, daycare facility, preschool, playground, community centre, school, public park, civic or religious institution or any use catering to individuals under the age of 18.

12. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by including Section 312.8 as follows:

8. Cannabis Production is not permitted in the Agricultural Land Reserve unless it is considered a 'farm use' in accordance with the Agricultural Land Reserve Use, Subdivision and Procedures Regulation, B.C. Reg. 171/2002.

READ a FIRST time this 16th day of July, 2018.

READ a SECOND time this 16th day of July, 2018.

Advertised on the 2nd day of August, 2018 and the 9th day of August, 2018, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the 13th day of August, 2018.

READ a THIRD time this day of , 2018.

APPROVED pursuant to Section 52(3)(a) of the Transportation Act this day of , 2018.

Senior District Development Technician
Ministry of Transportation

ADOPTED this day of , 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: August 2, 2018
Subject: Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018 - First and Second Reading

RECOMMENDATION

THAT Council gives First Reading to Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018;

AND THAT after First Reading of Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018 and in accordance with Section 477 of the Local Government Act, Bylaw No. 1660 be considered in conjunction with the City's Financial Plan and Regional Solid Waste Management Plan;

AND THAT after considering the Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018 in conjunction with the City's Financial Plan and Regional Solid Waste Management Plan, Bylaw No. 1660 be given Second Reading and forwarded to a Public Hearing;

AND THAT Council directs Staff to prepare a letter to School District 83 seeking input from the Board of Education on the matters contained in Section 476 (2) of the Local Government Act;

AND THAT the placement of this memorandum on a public Council agenda, the referral letter to School District #83, and the consideration of Bylaw No. 1660 at a Public Hearing, be considered an appropriate level of consultation for the purposes of Section 475 of the Local Government Act.

BACKGROUND

At its Regular Meeting of July 16, 2018, Council resolved to direct Staff to prepare an amendment to Official Community Plan Bylaw No. 1549, 2014 to include a policy statement supporting 600 Railway Street as a potential location for a hotel development. Attached is Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018 which proposes to amend the Official Community Plan (OCP) to include the following policy statement under the 'Commercial Lands' section:

Council supports the property legally described as KAMLOOPS DIVISION OF YALE DISTRICT, PLAN KAP211B PORTION LOT 6-7, EXC SHUSWAP-OK RLY SRW and located at 600 Railway Street as a potential location for a hotel development.

As per Section 477 of the Local Government Act, Council must consider Bylaw No. 1660 in conjunction with its Financial Plan and Solid Waste Management Plan following First Reading of the Bylaw; given the

high-level nature of the policy proposed for inclusion in the OCP, Staff do not anticipate that there would be any negative implications to either of these plans.

Section 476 of the Local Government Act requires Council to consult with the Board of Education of School District #83 when amending its OCP; given this, Staff are recommending that Council directs Staff to prepare a letter to School District #83 seeking input from the Board of Education on the following matters described in Section 476 (2) of the Local Government Act:

- a) the actual and anticipated needs for school facilities and support services in the school districts;
- b) the size, number and location of the sites anticipated to be required for the school facilities referred to in item (a);
- c) the type of school anticipated to be required on the sites referred to in item (b);
- d) when the school facilities and support services referred to in item (a) are anticipated to be required;
- e) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

Lastly, Section 475 of the Local Government Act requires Council to consider what is an appropriate level of consultation when amending the OCP; given the limited nature of the proposed amendment to the OCP, Staff are recommending that Council considers the placement of this memorandum on a public Council agenda, the referral letter to School District #83, and the consideration of Bylaw No. 1660 at a Public Hearing, to be an appropriate level of consultation for the purposes of Section 475 of the Local Government Act.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1660

A BYLAW TO AMEND THE CITY OF ENDERBY OFFICIAL COMMUNITY PLAN BYLAW NO.
1549, 2014 AND AMENDMENTS THERETO

WHEREAS Council of the City of Enderby has determined to make an amendment to "City of Enderby Official Community Plan Bylaw No. 1549, 2014";

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

1. This bylaw may be cited as the "City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1660, 2018".
2. Amend Schedule "A" of the Official Community Plan Bylaw No. 1549, 2014 by adding Policy 12.3.e as follows:
 - e. Council supports the property legally described as KAMLOOPS DIVISION OF YALE DISTRICT, PLAN KAP211B PORTION LOT 6-7, EXC SHUSWAP-OK RLY SRW and located at 600 Railway Street as a potential location for a hotel development.

READ a FIRST time this day of , 2018.

READ a SECOND time this day of , 2018.

Advertised on the day of , 2018 and the day of , 2018, and a Public Hearing held pursuant to the provisions of Section 464 of the Local Government Act on the day of , 2018.

READ a THIRD time this day of , 2018.

ADOPTED this day of , 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: July 25, 2018
Subject: Drinking Water Annual Report 2017

RECOMMENDATION

THAT Council receives and files the Drinking Water Annual Report 2017.

BACKGROUND

Pursuant to the British Columbia Drinking Water Protection Act and Regulation, the City of Enderby is required to publish an annual drinking water report.

Highlights

- In 2017, the total water distributed from the City of Enderby Water Treatment Plant was 554,558 m3. The maximum one-day demand was on August 24, 2017 at 3,209 m3.
- In 2017, the City of Enderby spent \$889,895 to operate and maintain the community drinking water system, whereas in 2016 the City spent \$982,160. Capital investment represents 47% of the total expended by the City of Enderby in 2017.
- The total replacement value for the water distribution system (such as pipes and pumps) is \$18,651,177. As of December 31, 2017, the total depreciation is \$8,464,704. The remaining value is \$10,186,473. The total replacement value for the City of Enderby water treatment system (such as buildings, clarifier, chlorinators, and ultraviolet bank) is \$3,591,265. As of December 31, 2017, the total depreciation is \$1,364,257. The remaining value is \$2,227,008. In 2017, \$204,612 was contributed to the City of Enderby water reserve fund and \$171,122 was withdrawn. The balance of the water reserve fund as of December 31, 2017 is \$539,171.
- The major projects which were completed in 2017 include the first phase of Salmon Arm Drive improvements, the Shuswap Well pump motor replacements, and the groundwater license application for the Shuswap Well.

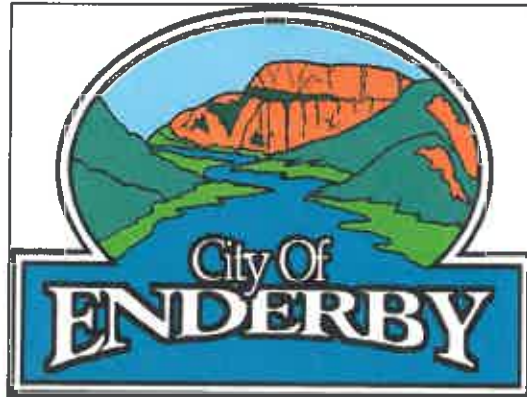
- In 2018, the major capital project will involve the completion of upgrades to Salmon Arm Drive.
- The City's Source Protection Planning report was completed in 2017.
- The City's Drinking Water Emergency Plan was updated in June 2017. It was most recently updated on May 9, 2018.
- The City had to undertaken emergency action in the spring of 2017 in order to deal with a failure of the Shuswap River main crossing, which included boil water notices and a mandatory water conservation order. Works were installed which have returned the system to its normal functioning and resiliency.

This report has been reviewed by the Interior Health Drinking Water Officer responsible for the City of Enderby water system.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



DRINKING WATER ANNUAL REPORT 2017



July 15, 2018

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Executive Summary

The City of Enderby operates and maintains a community drinking water system in accordance with the Drinking Water Protection Act and the Guidelines for Canadian Drinking Water Quality. In 2017, the total water distributed from the City of Enderby Water Treatment Plant was 554,558 m³. The maximum one-day demand was on August 24, 2017 at 3,209 m³.

In 2017, the City of Enderby spent \$889,895 to operate and maintain the community drinking water system, whereas in 2016 the City spent \$982,160. Capital investment represents 47% of the total expended by the City of Enderby in 2017.

The total replacement value for the water distribution system (such as pipes and pumps) is \$18,651,177. As of December 31, 2017, the total depreciation is \$8,464,704. The remaining value is \$10,186,473. The total replacement value for the City of Enderby water treatment system (such as buildings, clarifier, chlorinators, and ultraviolet bank) is \$3,591,265. As of December 31, 2017, the total depreciation is \$1,364,257. The remaining value is \$2,227,008. In 2017, \$204,612 was contributed to the City of Enderby water reserve fund and \$171,122 was withdrawn. The balance of the water reserve fund as of December 31, 2017 is \$539,171.

The major project undertaken in 2017 was renewal of water distribution infrastructure on Salmon Arm Drive. On April 12, 2017, the water main crossing of the Shuswap River failed, which triggered an emergency response, including the issuance of a boil water notice and a mandatory water conservation order; a temporary line has been installed on the Bawtree Bridge until such time as the permanent repairs may proceed. Other projects included a replacement pump motor for the Shuswap Well and replacement of the sand media and nozzles in the Water Treatment Plant clarifier.

The City continues its monitoring program and nothing of concern was discovered in the drinking water system in 2017. The City's Public Works staff are working towards obtaining certifications which match the classification of the treatment and distribution systems. The City intends to revive its Cross Connection Control program in 2018 and will use a risk-based approach to addressing hazards.

The City has completed its Source Protection Plan for both sources and has taken action to implement its short-term recommendations. The City also completed its annual update to its Drinking Water Emergency Response Plan.

Introduction

The City of Enderby operates and maintains a community drinking water system in accordance with the Drinking Water Protection Act and associated Regulations, as well as the Guidelines for Canadian Drinking Water Quality. Pursuant to Section 15(b) of the British Columbia Drinking Water Protection Act and Section 11 of the British Columbia Drinking Water Protection Regulation, the City of Enderby provides the following Annual Drinking Water Report for 2017.

The goal of the City of Enderby is to provide clean, safe, and reliable drinking water. This means that the drinking water quality meets the standards specified in the Canadian Drinking Water Guidelines and the operation of the drinking water system is consistent with the BC Drinking Water Protection Act and Drinking Water Protection Regulation.

High quality drinking water must meet requirements with respect to the following:

- Maximum acceptable concentrations of microbiological contaminants such as bacteria, protozoa, and viruses such as *Giardia*, *Cryptosporidium*, and *Escherichia coli*;
- Maximum acceptable levels of turbidity;
- Maximum acceptable chemical and physical parameters; and
- Aesthetic objectives related to taste, colour, and odour.

The City accomplishes these requirements through a multi-barrier approach to treatment. A multi-barrier approach is required as “the limitations or failure of one or more barriers may be compensated for by the effective operation of the remaining barriers. This compensation minimizes the likelihood of contaminants passing through the entire system and being present in sufficient amounts to cause illness to consumers.”¹

There are a variety of potential hazards to drinking water. These threats involve chemical and microbiological contaminants that may be introduced at the source or intake, during treatment, or during distribution. These hazards are an ever-present threat to the City’s drinking water supply which must be controlled. The City observes a robust water quality monitoring regime and uses multi-barrier treatment to manage these threats and protect the public. The City also has an up-to-date Drinking Water Emergency Response Plan and completed source protection planning.

Water System Overview

The Enderby water system consists of two sources:

1. Shuswap Well (ground water; suspected of being under the direct influence of surface water); and
2. Shuswap River (surface water).

¹ Federal-Provincial-Territorial Committee on Drinking Water and the CCME Water Quality Task Group, “From Source to Tap: Guidance on the Multi-Barrier Approach to Safe Drinking Water” (Ottawa, Ontario: 2004), 17.

The total amount of pipe in the distribution system is 30,962 meters. This consists of 10,656 meters of PVC pipe, 19,893 meters of concrete pipe, 355 meters of steel pipe, and 58 meters of copper pipe. (Note: these are 2016 figures; to be revised following completion of Salmon Arm Drive works later in the year.)

All water is chlorinated prior to distribution. The Shuswap River surface water is filtered through a two-stage rapid filtration system which reduces turbidity and minimizes the threat of giardia and cryptosporidium. The Shuswap Well is normally piped to the Water Treatment Plant clearwell, where it receives ultraviolet treatment in addition to the chlorination received on-site.

Under normal operation, water from the Shuswap River is filtered and chlorinated, then pumped from the clearwell through the UV disinfection system and into the distribution system to a water reservoir. Water from the Shuswap Well is chlorinated on-site and pumped to the clearwell, then through the UV disinfection system and to the reservoirs. There is a total of 3,782 m³ of reservoir capacity. Depending on demand, both systems can operate in conjunction. Each system can be isolated and run to the reservoirs alone.

It should be noted that, when the Shuswap Well is supplying water, a number of customers east of the Enderby Bridge may receive water that is only disinfected with chlorine, meaning that it does not receive the two forms of treatment required for surface water (the Shuswap Well is suspected of being under the influence of surface water). However, when the supply of water is from the Water Treatment Plant, all customers receive fully treated water.

Under current operating parameters, the combined source capacity of the Shuswap River and the Shuswap Well is 4,753 m³ per day. The maximum production capacity of the Water Treatment Plant is 3,150 m³ per day under normal operating conditions at peak demand, although the rate of production is affected by source water turbidity, which increases backwashing frequency. The ultimate source capacity, with infrastructure changes and assuming the capability to operate the Shuswap Well for twenty-four hours per day, is 6,135 m³.

Annual Consumption Data

Note: the below figures only describe the Water Treatment Plant flow meter; this does not reflect the full quantity of water sent from the Shuswap Well, some of which is distributed to residents east of the Bawtree Bridge without being captured by the flow meter.

In 2017, the total water distributed from the City of Enderby Water Treatment Plant was 554,558 m³. The maximum one-day demand was on August 24, 2017 at 3,209 m³. By contrast, in 2016, the total water distributed from the Water Treatment Plant was 500,896 m³ and the maximum one-day demand was on May 16 at 3,261 m³.

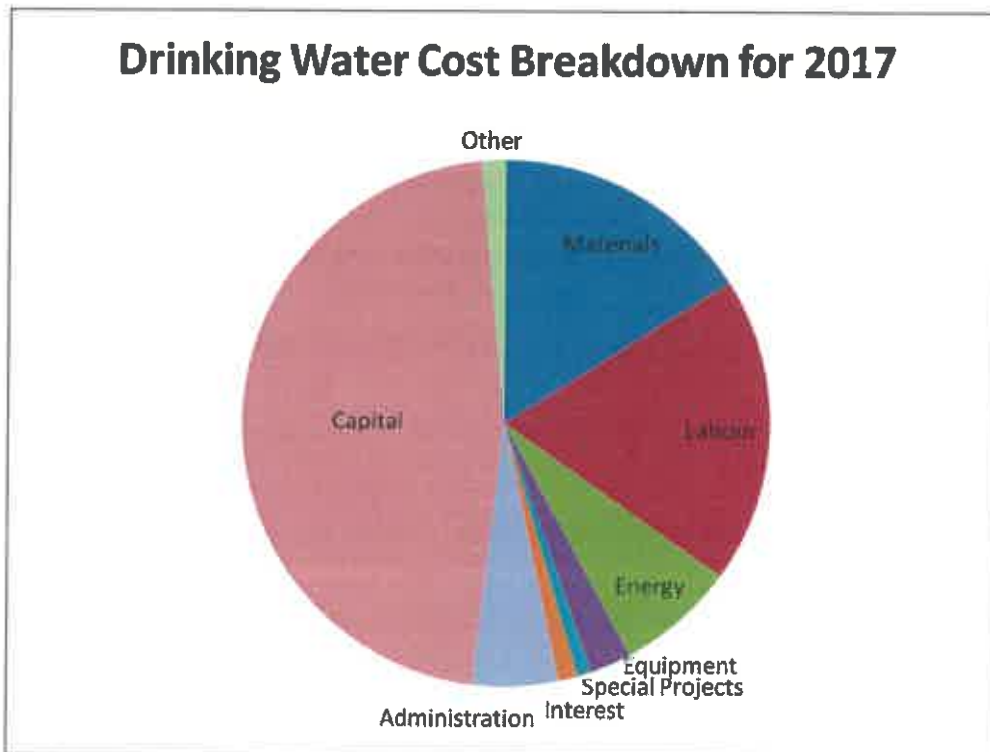
The following chart shows maximum and average daily demands from the Water Treatment Plant by month for 2016 and 2017. Variations in demand tend to be influenced by a variety of factors such as population growth and consumption habits, with weather playing a particularly significant role.

Unusually low demand values in April and May 2017 were largely owing to the boil water notice and mandatory water conservation order issued in connection with the failure of the Shuswap River main crossing.

Month	2016 Max. Daily Demand (m ³)	2016 Avg. Daily Demand (m ³)	2017 Max. Daily Demand (m ³)	2017 Avg. Daily Demand (m ³)
January	1519	1192	1944	1452
February	1641	1123	2314	1803
March	1784	1167	1731	1413
April	1936	1286	1445	1137
May	3261	1715	1638	1070
June	2860	1851	2304	1616
July	2852	1826	3131	2478
August	2694	2022	3209	2535
September	2249	1379	2836	1970
October	1480	1012	1554	1045
November	1217	930	1023	844
December	1155	934	1075	879

Drinking Water Cost Breakdown

In 2017, the City of Enderby spent \$889,895 to operate and maintain the community drinking water system, whereas in 2016 the City spent \$982,160. Capital investment represents 47% of the total expended by the City of Enderby in 2017. The costs by expense category are:



The following chart describes the dollar value associated with each expense category and compares these values to 2016:

Category	2016 Value	2017 Value
Materials	128,145	142,397
Labour	156,469	167,193
Energy	59,058	64,783
Equipment	30,084	22,534
Special Projects	66,408	7,538
Interest	29,594	10,446
Administration	45,162	46,582
Capital	455,929	415,068
Other	11,307	13,354
Total	982,160	889,895

Some operating costs increased primarily as a result of expenses associated with the Shuswap River main crossing failure and emergency response. As well, interest expenses have declined as the City continues to pay down its debt.

Water System Assessment and Infrastructure Deficit

The total replacement value for the water distribution system (such as pipes and pumps) is \$18,651,177. As of December 31, 2017, the total depreciation is \$8,464,704. The remaining value is \$10,186,473.

The total replacement value for the City of Enderby water treatment system (such as buildings, clarifier, chlorinators, and ultraviolet bank) is \$3,591,265. As of December 31, 2017, the total depreciation is \$1,364,257. The remaining value is \$2,227,008.

In 2017, \$204,612 was contributed to the City of Enderby water reserve fund and \$171,122 was withdrawn. The balance of the water reserve fund as of December 31, 2017 is \$539,171.

The City invested \$415,068 into capital assets during 2017.

In order to address its infrastructure deficit, the City has committed to an incremental tax increase of 1% per year to the water utility. This amount is dedicated to asset management.

Completed Major Projects and Forthcoming Major Projects

There were a number of major water projects started or completed in 2017:

1. Salmon Arm Drive water distribution system upgrades (in progress).
2. Shuswap River water main crossing renewal (in progress).

3. Source Protection Plan (completed).
4. Shuswap Well pump motor replacement (completed).
5. Water Treatment Plant clarifier media and nozzle replacement (completed).
6. Groundwater license application for the Shuswap Well (completed; conditional water license no. 500146 issued on May 23, 2018).

Major Events

The City responded to a variety of challenges in 2017, including the failure of the Shuswap River water main crossing on or about April 12, 2017 that resulted in a declaration of state of local emergency, a boil water notice, and a mandatory water conservation order. The Water Treatment Plant was also turned off following a potential leak of vehicle fuel into the Shuswap River upstream on May 16, 2017.

Water Quality Monitoring

Daily samples are collected at the Shuswap Well and Riverbank sites and tested for pH, temperature, and turbidity. Daily samples are also collected at the Water Treatment Plant and tested for pH, temperature, turbidity, and colour. The clearwell is tested on a daily basis for pH, temperature, turbidity, colour, and free and total chlorine.

Weekly system checks and distribution samples are tested for chlorine residuals to ensure a minimum of 0.20 mg/L of free chlorine is found at the furthest points in the distribution system. Residuals were above the minimum threshold for all sample locations and dates, except for a period during the emergency response associated with the Shuswap River main crossing failure, when higher levels of turbidity in the distribution system increased the chlorine demand. As a result, during this period, chlorine residuals at most of the City's sampling points was below 0.20 mg/L. However, system-wide testing near the end of the boil water notice did not indicate the presence of any bacteria.

At least once per month, samples are collected at 10 monitoring stations within the distribution system for microbiological testing. Monthly samples are also collected at the Shuswap Well and the Water Treatment Plant effluent point. No Coliforms or E. Coli – which are measured in Colony-Forming Units (CFU) - were detected at any of the sample points within the distribution system, with the exception of two results at the Valcairn monitoring station that is suspected to be due to an error in how the sample was taken.

The filter backwash is sampled on a bi-monthly schedule for pH, conductivity, turbidity, total suspended solids, aluminum, and microbiology.

On a quarterly basis, trihalomethane (THM) samples are collected from the Brash PRV, Booster #1, and Valcairn stations. THMs are by-products caused by the chemical reaction between chlorine and organic matter naturally present in water. High levels of THMs can have adverse health effects and, as a result, the *Guidelines for Canadian Drinking Water Quality* set a maximum acceptable concentration of 0.1 mg/L. All THM tests from the above sample stations reported below the maximum acceptable concentration, with concentrations ranging from 0.071 to 0.0462 mg/L.

The Shuswap Well is tested monthly for nitrogen levels (including nitrates and nitrites) and microbiology. The Shuswap River is sampled monthly for microbiology. Both sources are sampled quarterly for total organic carbon.

The Shuswap River is sampled annually for comprehensive testing. The Shuswap Well is sampled every three years for comprehensive testing. Comprehensive tests were performed on both sources in 2017, on August 8:

Test	River	Well
Fluoride	0.36	1.66
Nitrate (as N)	<0.10	<0.10
Nitrite (as N)	0.01	0.179
Sulfate	<0.010	<0.010
Temperature, at pH	5.8	5.5
Colour, True	23	22
Alkalinity, Total (as CaCO ₃)	5.5	<5.0
Alkalinity, Phenolphthalein (as CaCO ₃)	40.4	55.1
Alkalinity, Bicarbonate (as CaCO ₃)	<1.0	<1.0
Alkalinity, Carbonate (as CaCO ₃)	40.4	55.1
Alkalinity, Hydroxide (as CaCO ₃)	<1.0	<1.0
Cyanide, Total	<1.0	<1.0
Turbidity	<0.0020	<0.0020
pH	0.68	0.11
Conductivity (EC)	7.74	7.51
Langelier Index	93.1	124
Hardness, Total (as CaCO ₃)	-0.9	-1
Solids, Total Dissolved (calc)	42.7	54.5
Aluminum, total	48.9	66.1
Antimony, total	0.0666	0.008
Arsenic, total	<0.00010	<0.00010
Barium, total	<0.00050	<0.00050
Boron, total	0.0093	0.0111
Cadmium, total	0.007	0.0082
Calcium, total	<0.000010	<0.000010
Chromium, total	14	16.5
Cobalt, total	<0.00050	<0.00050
Copper, total	<0.00010	<0.00010
Iron, total	0.00727	0.00479
Lead, total	0.091	<0.010
Magnesium, total	0.00042	0.00127
Manganese, total	1.88	3.24
Mercury, total	0.00469	<0.00020
Molybdenum, total	<0.000010	<0.000010
Nickel, total	0.00062	0.00126
Potassium, total	0.00039	0.00028
Selenium, total	0.88	1.16

Sodium, total	<0.00050	<0.00050
Uranium, total	1.31	3.67
Zinc, total	0.000319	0.000259
Coliforms, Total	0.0052	0.0062
Background Colonies	170	<1
E. coli	> 200	
EPHw10-19	20	<1
EPHw19-32	<250	<250
LEPHw	<250	<250
HEPHw	<250	<250
Acenaphthene	<250	<250
Acenaphthylene	<0.050	<0.050
Acridine	<0.200	<0.200
Anthracene	<0.050	<0.050
Benz(a)anthracene	<0.010	<0.010
Benzo(a)pyrene	0.01	<0.010
Benzo(b)fluoranthene	<0.010	<0.010
Benzo(b+j)fluoranthene	<0.050	<0.050
Benzo(g,h,i)perylene	<0.050	<0.050
Benzo(k)fluoranthene	<0.050	<0.050
Chrysene	<0.050	<0.050
Dibenz(a,h)anthracene	<0.050	<0.050
Fluoranthene	<0.050	<0.050
Fluorene	<0.030	<0.030
Indeno(1,2,3-cd)pyrene	<0.050	<0.050
Naphthalene	<0.050	<0.050
Phenanthrene	<0.200	<0.200
Pyrene	<0.100	<0.100
Quinoline	<0.020	<0.020
Benzene	<0.050	<0.050
Bromodichloromethane	<0.5	<0.5
Bromoform	<1.0	<1.0
Carbon tetrachloride	<1.0	<1.0
Chlorobenzene	<0.5	<0.5
Chloroethane	<1.0	<1.0
Chloroform	<2.0	<2.0
Dibromochloromethane	<1.0	<1.0
1,2-Dibromoethane	<1.0	<1.0
Dibromomethane	<0.2	<0.2
1,2-Dichlorobenzene	<1.0	<1.0
1,3-Dichlorobenzene	<0.5	<0.5
1,4-Dichlorobenzene	<1.0	<1.0
1,1-Dichloroethane	<1.0	<1.0
1,2-Dichloroethane	<1.0	<1.0
1,1-Dichloroethylene	<1.0	<1.0
cis-1,2-Dichloroethylene	<1.0	<1.0

trans-1,2-Dichloroethylene	<1.0	<1.0
1,2-Dichloropropane	<1.0	<1.0
1,3-Dichloropropene	<1.0	<1.0
Ethylbenzene	<1.0	<1.0
Methyl tert-butyl ether	<1.0	<1.0
Dichloromethane	<1.0	<1.0
Styrene	<3.0	<3.0
1,1,2,2-Tetrachloroethane	<1.0	<1.0
Tetrachloroethylene	<0.5	<0.5
Toluene	<1.0	<1.0
1,1,1-Trichloroethane	<1.0	<1.0
1,1,2-Trichloroethane	<1.0	<1.0
Trichloroethylene	<1.0	<1.0
Trichlorofluoromethane	<1.0	<1.0
Vinyl chloride	<1.0	<1.0
Xylenes (total)	<1.0	<1.0

Environmental Operators Certification

City of Enderby operators are progressing in obtaining their EOCP certifications. Interior Health requires that the City has a designated chief operator certified at Level III for Water Treatment and Level III for Water Distribution, but has accepted the existing level of certifications on the understanding that the City is working towards full compliance.

During 2017, City of Enderby employed the following operators:

Name	Title	Water Treatment
Clayton Castle	Lead Hand	Level II
Desiree Vetter	Systems Operator I	Diploma
Jamie Prevost	Utility Worker III	
Ray Brown	Utility Worker III	
Cliff Vetter	Utility Worker II	

Water Conservation Plan

The City of Enderby's Water Conservation Plan establishes strategies to reduce water demand throughout the community. Reducing water demand helps to protect our water resources, mitigate requirements for infrastructure expansion, and reduce operating and maintenance costs.

As of December 31, 2017, the City of Enderby has achieved a number of strategies within its Water Conservation Plan, including:

1. Education
 - a. Implementing a Water Conservation Education program.
 - b. Continuing compliance patrols and enforcement of sprinkling regulations.

2. Metering and Rates
 - a. Adopted a rate structure which balances conservation and equity.
 - b. Amended the Building Inspection Bylaw to include requirements for water meters.
 - c. Amended policies and agreements for out-of-town service connections to require water meters.
 - d. Completed water meter installations on all residential, commercial, industrial and civic properties.

3. Loss Control
 - a. Completed a Loss Control Program in 2012, which estimated the total Unaccounted For Water at 6.5% or 12.05 m³ per hour.
 - b. Completed a Leak Detection Audit to identify and repair water leaks within municipal infrastructure.

4. Planning for the Future
 - a. Developing infrastructure upgrade plans for both treatment and distribution, in order to pursue grant funding.

Cross Connection Control Program

In 2003, Interior Health required all large water purveyors (City of Enderby included) to implement a cross connection control program as a condition of operating permit. The purpose of the program is to protect public health by ensuring that the drinking water provided by the City of Enderby is not contaminated due to a backflow incident.

The City adopted a Cross Connection Control Program in 2004 and began the program implementation with assessments of a number of commercial, industrial, institutional and agricultural customers in June, 2004. Under Enderby's program, owners were expected to implement the recommendations in a timely manner and were responsible for all costs associated with their backflow prevention systems.

For a number of reasons, including cost and internal capacity limitations, the Cross Connection Control Program has not been fully implemented. The City of Enderby intends to revive the Cross Connection Control program in 2018, and will follow a risk-based approach that focuses on premises isolation.

Source Protection Plan

In February 2017, the City completed its Source Protection Plan for both the surface water intake and the Shuswap Well. The Source Protection Plan characterized the sources, provided an inventory of potential contaminants and threats, characterized risks, and recommended various actions to mitigate risk. As a result of this plan, the City has completed analyses of both sources for herbicides, pesticides, and petroleum in order to characterize the source water better. The City has also reached out to relevant third parties to inform them of the locations of the City's drinking water sources and request that they notify the City in the event of an accident, spill, fire, or natural disaster. The City has also

requested that the Regional District of North Okanagan refer development applications within the designated groundwater protection area.

Emergency Response Plan

The City of Enderby Drinking Water Emergency Response Plan was completed in early 2013. The Emergency Response Plan includes provisions for public notification and response procedures for emergency situations, such as backflow incidents, broken water mains, chlorinator failure, source and/or reservoir contamination, and spills or vehicle accidents affecting the distribution system. It also provides an emergency contact directory.

The Emergency Response Plan was updated in June 2017. It was also updated on May 9, 2018.

Quarterly Policing Report

2nd Quarter – April to June 2018



Vernon North Okanagan Detachment

Committed to preserve the peace, uphold the law and provide quality service in partnership with our communities

Superintendent Shawna Baher
Officer in Charge
Vernon North Okanagan Detachment
3402 - 30th Street
Vernon, BC, V1T 5E5

Date: July 23, 2018

Re: Vernon North Okanagan Detachment Policing Activity Report – 2nd Quarter 2018

All crime statistics for specific areas are featured at the end of this report. Statistics reflect monthly totals for April to June 2018 and comparisons of the previous year, 2017.

The Vernon North Okanagan Detachment remain committed to our strategic priorities of Crime Reduction, Communication and Road Safety. During the second quarter of 2018, we saw a 9.64% decrease in Criminal Code offences as well as a 14.34% decrease in Property Crime. With regards to our road safety initiatives, road check-stops decreased from 39 in 2017 to 10 in 2018 which is a 74.36% change. As well, we saw a decrease of 21.43% in alcohol related traffic enforcement conducted by members from 84 in 2017 to 66 in 2018.

In April, seven police officers from the Vernon North Okanagan Detachment were recognized for their contribution in 2017 to Alexa's Team at a ceremony in Kelowna. To qualify for Alexa's Team, a police officer must conduct a minimum of twelve impaired driving investigations during the year.

On April 17th, the Vernon North Okanagan Detachment's Sex Crime investigator, along with social workers from the Ministry of Children & Family Development and staff from the Oak Child & Youth Advocacy Centre, collaborated to provide a workshop on the response to child abuse allegations entitled "Duty to Report". The day long training for 65 attendees was aimed at front line community workers including councillors, social workers, teachers, foster parents and police. The panel experts facilitated discussion on the roles and responsibilities of each partner agency during the investigative process.

On May 29th, the Vernon North Okanagan Detachment launched an account on Twitter where our Media Relations Officer posts news releases and good news stories. With 117 followers and counting, we are excited to be using this platform to connect with the community.

On May 25th, police officers from the Vernon North Okanagan Detachment teamed up with the Vernon Fire Department to challenge students from the Alternate Learning Program (ALP) at basketball. The students won by a narrow margin.

On June 27th, police officers from North Okanagan Rural offices participated in the Armstrong Bike Rodeo & Block Party, organized by the Armstrong Chamber of Commerce. Police officers tested the children's cycling abilities on a skills course and conducted pre-trip bicycle inspections for the participants.

This report reflects a representative sampling of our policing activities for the 2nd quarter of 2018.

GENERAL INVESTIGATION SECTION (GIS)

Serious Crimes Unit:

The following report is a synopsis of some of the most recent investigations the Vernon Serious Crimes Unit (SCU) has conducted. This report does not reflect all investigations the officers are working on and does not include information which could impact ongoing police investigations or those which are of interest to, or under investigation by, other agencies. SCU investigators continue to work on numerous historical major cases which were initiated outside of this reporting period.

- In April 2018, Vernon SCU investigated the found remains of a human fetus in the early developmental stages in the 1900 block of 31a Street, Vernon. Through consultation with Crown Counsel and the BC Coroner Service, it was determined the matter was the result of a medical issue and not criminal in nature.
- In May 2018, Vernon SCU investigated a shooting near the 4000 block of 32nd Street, Vernon. The investigation is on-going.
- In May 2018, Vernon SCU investigated a shooting near the 2800 block of 43rd Avenue, Vernon. A suspect was identified and the investigation is on-going.
- In June 2018, Vernon SCU investigated the possession and distribution of child pornography as a result of information received from the BC Integrated Child Exploitation Unit (BC ICE). An individual from Vernon was charged and the matter is before the courts.

Domestic Violence Unit (DVU):

- During this reporting period, there were four new high risk domestic violence cases which our Domestic Violence Investigator referred to the Vernon Integrated Case Assessment Team (ICAT).

TARGETED POLICING

Targeted Policing provided assistance to a number of General Duty, Serious Crimes and Provincial GIS investigations. In an effort to continue working closely with partner agencies and stakeholders, the Targeted Policing Unit met regularly with numerous partner agencies including:

- Interagency ~ RCMP, Parole, Probation, and Ministry of Children & Family Development;
- Outreach ~ RCMP, Probation, Ministry of Housing & Social Development, Interior Health, VJH, ACSS Team, Mental Health & Addictions, and Mental Health Forensic Services;
- Mentally Disordered Offenders ~ RCMP, Vernon Crown Counsel, Forensic Psychiatric Services, Probation, Vernon Jubilee Hospital and Interior Health; and
- Activate Safety Task Force ~ RCMP, Vernon Bylaw, Vernon City Council, Downtown Vernon Association, Greater Vernon Chamber of Commerce, City of Vernon Tourism Advisory Committee.

Provincial Tactical Enforcement Priority (PTEP):

Targeted Policing continue to participate in the policing priority of identifying, profiling, selecting and targeting individuals and/or groups involved in criminal activity and, because of their association to gangs/organized crime, pose a safety risk to the community. With prior enforcement action and relocation of certain targets, there were two such persons and four groups identified from the Vernon North Okanagan area during this reporting period.

Task Force (TF):

- On May 15, Task Force investigated a group of drug traffickers controlled by an identified PTEP Target which resulted in the arrest of a Vernon female for possession for the purpose of trafficking heroin/fentanyl mix, cocaine, and methamphetamine. A search of the accused and residential location in Lake Country resulted in seizure of large quantity of drugs and cash. The female was released from custody pending a court appearance.

Crime Reduction Unit (Downtown Enforcement Unit & Prolific Offender Unit):

- Prolific Offenders: There are 21 prolific offenders identified for monitoring in our area. Of those, 10 are currently in custody and 11 not in custody.
- In response to a spike in thefts of auto in Vernon, the CRU coordinated an investigation which resulted in identifying a suspect responsible for several auto thefts in the community. The individual was charged with possession of property obtained by crime on five separate files and the matter is before the courts.
- CRU identified a suspect responsible for a number of residential break and enters in Vernon and other property related crime. A warrant was requested and the suspect was arrested.

NORTH OKANAGAN RURAL GENERAL INVESTIGATION SECTION (GIS)

The following report is a synopsis of some of the most recent investigations the Provincial Rural General Investigation Section (GIS) has received and investigated, however it does not reflect all investigations the officers are currently conducting.

- On May 18th, Rural GIS assisted general duty in Enderby with the arrest of an offender who has a criminal history of sexual offences. The offender was charged with two counts of Breach of Prohibition Order, plead guilty and was sentenced to 90 days in custody.
- On May 21st, Rural GIS responded to a residential house fire on Northern View Road, Vernon where the two home owners were located deceased within the structure. The Investigator worked in conjunction with the Fire Commissioners office and the BC Coroner's Office and the investigation continues.
- On June 16th, Rural GIS assisted general duty with a theft and assault with a weapon offence in Armstrong. The investigation continues.

NORTH OKANAGAN RURAL GENERAL DUTY (GD)

- On April 2nd, police responded to a multi-vehicle collision on Hwy 97A north of Enderby involving a semi-truck, a Dodge pickup pulling a trailer and a Chevrolet pickup. No injuries were reported and the driver of the Dodge pickup was charged under the Motor Vehicle Act for crossing a double solid line.
- On April 7th, a garbage can was lit on fire at the Hassen arena in Armstrong. Police attended and located a group of youths attempting to light another can on fire. The youths were turned over to their parents and provided a verbal warning.
- On April 9th, a police officer noted a black BMW with expired insurance stopped on the bridge in Enderby. When the police officer attempted to speak with the driver, the vehicle fled at high rate of speed. It was later located abandoned and a search revealed several illicit drugs as well as stolen property. The suspects were not identified.
- On April 9th, police attended to a structure fire in Armstrong which appeared to have started at the rear of the residence under the deck. This file is still under investigation.
- On April 19th, police arrested a male for shooting a 12 gauge shotgun less than 20 feet from a public roadway in Spallumcheen. As a result, a total of 74 restricted and non-restricted weapons were seized and the investigation continues.
- On April 21st, police executed an arrest warrant for a male in Enderby. A search incidental to the arrest located a handgun as well as several illicit drugs, including fentanyl and crystal meth, on the accused. The male is charged with possession of a prohibited firearm, possession of a firearm contrary to a prohibition order, possession for the purpose of trafficking and fail to comply with a probation order.
- On May 8th police received a report of a suspicious vehicle in Enderby in which the male driver asked a youth if she “wanted candy”. No suspect was identified.
- On May 18th, police and BC Conservation officers performed a joint road check near the Noisy Creek Campground at Mabel Lake. A vehicle from Alberta was stopped and police noted a moderate odour of liquor on the breath of the driver. The ASD demand was read to the driver who refused to provide a sample. As a result, the driver was issued a 90 day driving prohibition and the vehicle was impounded for 30 days.
- On May 30th, an unknown person entered a barn at a rural farm in Spallumcheen and stole approximately \$2000 worth of tools and equipment. No suspects were identified.

- On May 30th, police observed a vehicle swerving in its' lane as it travelled north on Hwy 97A in Spallumcheen. The driver was detained for an impaired driving by drug investigation, and as he exited the vehicle, a small package of methamphetamine fell out on the ground. The driver was issued a 24 hour driving suspension and charged for drive without due care.
- On June 5th, police conducted a traffic stop in Enderby where the driver was bound by court conditions not to be in contact with the female passenger. The driver was arrested for breach of probation.
- On June 16th, police responded to a theft in progress in Spallumcheen. In an attempt to flee the scene, the suspect backed into a police car twice before getting stuck in the ditch. Once stuck, the suspect male fled on foot. The Police Dog Service tracked the suspect a short distance away and he was arrested without further incident. The suspect remains in custody.
- On June 18th, a vehicle travelling on Mable Lake Road in Enderby left the road and rolled several times down an embankment. The passenger was ejected from the vehicle and airlifted to hospital where he succumbed to injuries three days later.
- On June 18th, witnesses observed a motorcycle passing a number of vehicles prior to losing control. The rider was transported to hospital with serious head injuries and died later that day.
- On June 25th, police responded to an assault on a female in Spallumcheen. On police arrival, the male suspect fled on foot and was arrested after a brief foot pursuit and struggle. The suspect was charged with assault causing bodily harm, escape lawful custody and breach of court imposed conditions.
- On June 29th, a male was arrested on Trinity Valley Road in Ashton Creek for being in a state of intoxication in a public place. The male resisted arrest and was taken into custody after a brief struggle with police.

TRAFFIC ENFORCEMENT

North Okanagan Rural:

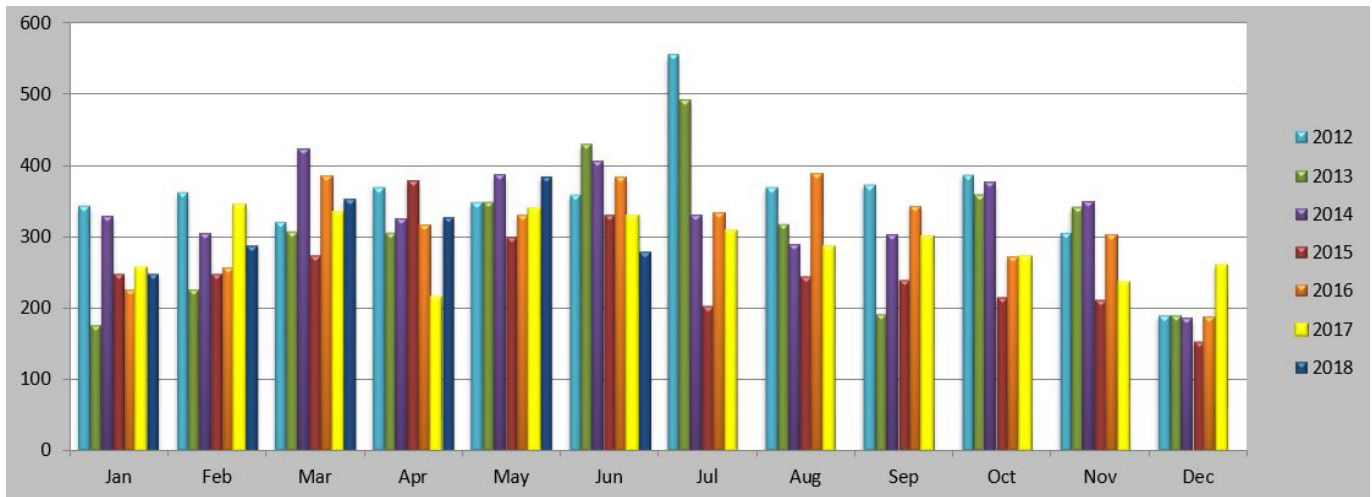
- Road Check Stops - 8
- Impaired Drivers taken off road by way of suspension or charge - 21
- Distracted Driver charge - 4

Area	Violation Ticket	Warning
Armstrong	25	27
Enderby	56	33
Falkland	51	40
Lumby	25	5
Spallumcheen	55	62
Westside	25	16

Vernon/Coldstream:

- Road Check Stops - 2
- Impaired Drivers taken off road by way of suspension or charge – 45
- Distracted Driver charge – 2

Area	Violation Ticket	Warning
Vernon	588	254
Coldstream	63	40
Vernon Rural	4	1



This graph depicts the total traffic enforcement (Tickets & Warnings) results for Vernon, Coldstream & Vernon Rural areas

FORENSIC IDENTIFICATION SECTION (FIS)

Our FIS operated with two regular members and utilized the expertise of two reserve members to meet the demands for service. During this quarter, a total of 22 individuals were identified on 17 files through fingerprints or other types of physical evidence. “Vernon” FIS Calls for Service encompass Vernon, Coldstream and Vernon Rural. The “Rural” calls for service include Armstrong, Enderby, Falkland, Lumby & Westside.

FIS Calls for Service:

Offence	Vernon	Rural
Break & Enter	16	7
Theft Vehicle	21	3
Theft	12	4
Mischief	1	2
Homicide	3	0
Assault	3	0
Arson	0	1
Drugs	2	0
Misc.	4	5
Total	62	22

POLICE DOG SERVICES (PDS)

During this reporting period, the Vernon North Okanagan operated with one PDS member. The PDS unit had numerous successful tracks, participated in mandatory emergency response team training and was deployed to the G7 Summit in Charlevoix, Quebec for a three week period.

RESERVISTS

The Vernon North Okanagan reservists conduct targeted traffic enforcement in our communities. The reservists assist General Duty as required as well as conduct crime scene security, in house training and liaise with Search & Rescue where necessary. This quarter, two of the Reservists were deployed to the G7 Summit in Quebec.

Detachment	Patrols	V.T.	Warnings
Vernon	17	73	43
Coldstream	17	37	38
Armstrong	1	2	2
Enderby	1	0	0
Falkland	4	16	2
Lumby	1	2	0
Spallumcheen	1	1	0
Westside Road	1	3	0
Total	43	134	85

SCHOOL RESOURCE OFFICER (SRO)

From May 6-12, 2018, the Vernon North Okanagan Detachment hosted the 19th Annual Constable Jean Minguy Memorial Youth Academy at the Vernon Army Camp. 40 students lived at the base and participated in various police training exercises including dress and deportment, drill, and legal studies. The camp offered students a glimpse into a career with the RCMP, with the assistance of 24 police officers and presentations by specialized police sections.

At the end of May, the SRO was re-assigned to assist general duty over the summer months.

COMMUNITY POLICING

The Vernon RCMP has 56 volunteers and Lumby has 4 active volunteers. This quarter, the group donated 1432 hours which included attendance to local events including the Vernon Boat Show, Lumby Days, Sunshine Festival, and Funtastic, as well as patrols of hot spots and problem areas. The Speed Watch Program has 12 volunteers who conducted 34 operations, slowing down 17,107 vehicles. The Marine Safety's trained volunteers received specialized training to detect invasive species and put their skills to use conducting safety checks of 52 vessels at boat launches. Block Watch involvement increased to 63 neighbourhoods, which represents 1637 homes.

The Community Safety Unit as 22 volunteers who donated 927.5 at the Community Safety Office, receiving 334 phone calls and speaking with 679 walk-ins. During Bike-to-Work week, the volunteers

engraved over 30 bikes. The Unit conducted 8 Crime Prevention Through Environmental Design (CPTED) assessments of businesses and residences to deter crime and provided crime prevention information at many local community events. This quarter, the Safety Ambassadors began patrolling on bicycles to liaise with community members and provide educational outreach information to the street entrenched.

AUXILIARY CONSTABLES

There have been no further updates with regards to the changes to the RCMP Auxiliary Constable Program. The Vernon North Okanagan Detachment will await further direction with regards to the implementation of a three tiered program.

HUMAN RESOURCES

- Established Levels: Vernon/North Okanagan Detachment is currently at 100 Regular Members: 56 City of Vernon; 33 Provincial; 7 Coldstream; 3 Spallumcheen & 1 Splots'in First Nation.
- Funded Levels: As of June 30th, 2018, the Vernon/North Okanagan Detachment billed 46.67 City of Vernon; 25 Provincial, 6.8 Coldstream; 3 Spallumcheen and 1 Splots'in First Nations.

2nd Quarter Statistics - City of Vernon

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	1232	1377	1331	1521	1456	1454
Robbery	5	2	-	1	2	-
Assault (Includes DV)	16	29	31	32	30	32
Domestic Violence	3	13	7	7	8	5
Sex Offence	3	1	5	3	3	2
B&E Residence	12	5	14	6	11	15
B&E Commercial	23	11	5	15	10	9
Theft of Vehicle	14	9	9	21	9	8
Theft From Vehicle	56	53	45	62	57	52
Theft Over \$5000	-	1	3	2	1	5
Theft Under \$5000	66	57	72	76	81	71
Drug Offence	22	34	25	15	26	21
Liquor Offences	27	21	35	37	38	42
Impaired Driving	13	8	10	5	6	9
24 Hour Driving Suspension	7	4	9	5	8	4
Motor Vehicle Accidents	42	38	44	37	52	38

2nd Quarter Statistics - Vernon Rural

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	157	162	157	223	154	208
Robbery	-	1	-	-	-	-
Assault (Includes DV)	3	1	1	2	3	3
Domestic Violence	-	1	-	2	2	2
Sex Offence	1	1	-	-	-	1
B&E Residence	2	3	-	-	-	2
B&E Commercial	-	2	1	2	3	5
Theft of Vehicle	2	1	1	3	3	3
Theft From Vehicle	6	5	2	4	3	11
Theft Over \$5000	1	-	-	-	1	-
Theft Under \$5000	2	2	9	8	3	5
Drug Offence	-	-	1	1	1	-
Liquor Offences	1	1	-	1	-	1
Impaired Driving	-	-	-	1	-	-
24 Hour Driving Suspension	-	1	1	-	-	-
Motor Vehicle Accidents	12	6	11	16	7	5

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

2nd Quarter Statistics – District of Coldstream

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	105	97	145	137	167	135
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	3	2	2	2	2
Domestic Violence	-	2	1	-	1	-
Sex Offence	1	1	1	1	-	1
B&E Residence	-	1	2	-	3	2
B&E Commercial	-	2	-	-	2	1
Theft of Vehicle	2	-	2	-	5	1
Theft From Vehicle	10	7	10	11	13	14
Theft Over \$5000	-	1	-	-	-	1
Theft Under \$5000	1	3	2	4	2	3
Drug Offence	1	-	1	3	3	-
Liquor Offences	-	1	2	6	6	2
Impaired Driving	1	-	1	1	-	1
24 Hour Driving Suspension	1	1	-	-	1	-
Motor Vehicle Accidents	7	4	9	5	5	7

2nd Quarter Statistics – City of Armstrong

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	76	68	67	123	125	99
Robbery	-	-	-	-	-	1
Assault (includes DV)	1	1	1	3	2	1
Domestic Violence	1	1	-	2	-	-
Sex Offence	-	-	2	-	1	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	1	-
Theft of Vehicle	-	-	-	1	-	-
Theft From Vehicle	2	3	-	6	1	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	3	1	1	3	3	9
Drug Offence	-	-	-	1	1	1
Liquor Offences	-	1	-	2	4	3
Impaired Driving	-	2	-	1	1	-
24 Hour Driving Suspension	1	-	-	-	-	1
Motor Vehicle Accidents	1	1	2	4	4	3

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2nd Quarter Statistics – Spallumcheen

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	69	68	95	106	104	96
Robbery	-	-	-	1	-	1
Assault (Includes DV)	2	1	1	1	1	7
Domestic Violence	1	1	1	-	1	1
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	1	-
B&E Commercial	-	-	-	-	2	2
Theft of Vehicle	-	-	-	-	1	4
Theft From Vehicle	-	-	3	-	1	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	2	4	1	3
Drug Offence	-	-	1	-	1	-
Liquor Offences	-	1	-	-	5	-
Impaired Driving	-	-	1	1	1	1
24 Hour Driving Suspension	-	-	1	2	2	-
Motor Vehicle Accidents	4	4	2	3	9	5

2nd Quarter Statistics – City of Enderby

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	90	76	92	72	126	103
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	3	4	2	5	2
Domestic Violence	1	-	-	1	2	-
Sex Offence	1	-	1	-	-	-
B&E Residence	-	1	-	-	-	-
B&E Commercial	2	-	-	-	1	-
Theft of Vehicle	2	4	-	-	1	-
Theft From Vehicle	1	1	-	-	1	2
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	1	2	2	6	3
Drug Offence	1	1	2	-	2	-
Liquor Offences	7	5	7	5	4	6
Impaired Driving	-	-	-	-	2	-
24 Hour Driving Suspension	-	1	-	-	1	-
Motor Vehicle Accidents	5	-	1	1	1	5

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

2nd Quarter Statistics - Enderby Rural

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	42	86	88	82	65	83
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	2	-	2	2	2
Domestic Violence	-	2	-	-	1	1
Sex Offence	-	-	2	2	-	-
B&E Residence	1	1	1	-	-	-
B&E Commercial	-	1	-	-	-	-
Theft of Vehicle	-	2	1	-	2	1
Theft From Vehicle	-	-	-	1	-	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	3	1	1	1
Drug Offence	-	2	-	-	-	1
Liquor Offences	-	-	1	-	-	1
Impaired Driving	-	-	-	2	2	-
24 Hour Driving Suspension	-	2	1	-	1	-
Motor Vehicle Accidents	3	6	3	3	3	6

2nd Quarter Statistics - Village of Falkland

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	4	10	19	26	26	14
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	3	-	-	-
Domestic Violence	-	-	1	-	-	-
Sex Offence	-	-	-	1	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	-	-	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	1	1	1	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	2	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	-	-	1	-	1	-

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

2nd Quarter Statistics - Falkland Rural

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	44	45	78	50	57	48
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	2	3	2	-	1
Domestic Violence	1	-	-	1	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	1	-	-	-	-
B&E Commercial	-	-	-	-	-	1
Theft of Vehicle	1	-	-	3	-	-
Theft From Vehicle	-	-	1	1	-	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	-	-	2
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	3	-	2	2	3	3

2nd Quarter Statistics - Village of Lumby

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	39	33	55	45	49	61
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	2	3	1	1	3
Domestic Violence	-	1	2	-	-	2
Sex Offence	-	1	-	-	-	-
B&E Residence	-	-	1	-	-	-
B&E Commercial	-	-	-	-	1	-
Theft of Vehicle	-	-	-	1	-	-
Theft From Vehicle	-	-	1	1	2	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	-	3	4	-	2
Drug Offence	-	-	-	-	-	-
Liquor Offences	2	1	-	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	2	-
Motor Vehicle Accidents	1	3	5	1	2	-

"The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa."

2nd Quarter Statistics - Lumby Rural

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	36	36	62	61	43	34
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	2	1	2	-	-
Domestic Violence	-	1	-	1	-	-
Sex Offence	2	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	2	-	2	-	1
Theft From Vehicle	1	1	-	1	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	1	-	-	2	-
Drug Offence	-	-	-	3	-	-
Liquor Offences	-	1	1	3	-	-
Impaired Driving	-	-	-	-	-	1
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	2	3	3	5	2	2

2nd Quarter Statistics - OKIB

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	51	29	46	44	57	33
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	2	-	6	1	-
Domestic Violence	-	1	-	3	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	-	-	1	1	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	1	-	-	-	-
Theft From Vehicle	3	-	1	1	-	-
Theft Over \$5000	-	-	1	-	-	-
Theft Under \$5000	1	1	1	3	3	1
Drug Offence	-	1	-	-	-	-
Liquor Offences	-	1	1	1	-	-
Impaired Driving	1	-	-	-	1	1
24 Hour Driving Suspension	-	-	-	-	-	1
Motor Vehicle Accidents	3	1	-	2	2	2

"The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa."

2nd Quarter Statistics - Splatsin

ACTIVITY TYPE	Apr 2017	Apr 2018	May 2017	May 2018	Jun 2017	Jun 2018
Total Files	25	19	25	18	25	22
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	-	1	-	-	-
Domestic Violence	1	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	-	-	1	-
Theft From Vehicle	-	-	-	-	1	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	1	-	1	1	2
Drug Offence	-	-	-	-	-	-
Liquor Offences	1	-	5	-	1	1
Impaired Driving	1	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	3	1	-	1	2	1

“The quarter crime statistics are a sampling of the 15 most commonly reported Crime Codes which have the greatest impact on communities and provide police with valuable insight into crime activities and trends. Currently, there are over 700 Crime/Survey Codes utilized by Canadian policing agencies in the reporting of crime to the Canadian Centre for Justice in Ottawa.”

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: August 1, 2018
Subject: Disclosure of Contracts - Council

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

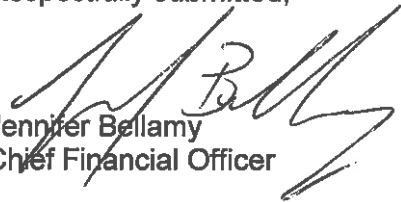
Section 107 of the Community Charter requires that any contract entered into by the City that would provide a member of Council with a direct or indirect financial interest be reported at a Council meeting that is open to the public.

During the said period, the City of Enderby entered into the following contracts:

April 1, 2018 to June 30, 2018

Council Member	Supplier	Amount
Councillor Baird	Baird Bros. Ltd.	\$ 7,582.43
Mayor McCune	GTI Petroleum	\$ 9,493.90

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: August 3, 2018
Subject: June 2018 Financial Report

Recommendation:

THAT the Financial Report from the Chief Financial Officer, dated August 3, 2018 be received for information.

Purpose:

To provide Council with a summary of the City's fiscal performance up to June 30, 2018.

Background/Discussion:

Attached are summaries on the activities for each fund up to June 30, 2018. Overall revenues and expenditures are where they are expected to be at this time of year. Below are explanations as to why actual amounts differ from prior year and budget.

General Fund

Revenues

Property tax levies - The remaining budget amount for property tax levies represent the 1% utility tax payments that are received in July.

Fire Protection - The remaining budget amount represents estimated operating costs for the remainder of the year to be paid by the Shuswap River Fire Protection District (SRFPD). This amount will be paid after year end once actual costs incurred for the year are known. The budget amount also includes \$35,000 in fundraising revenue by the Fire Department for replacement JAWS equipment that has yet to be purchased.

Cemetery, Fortune Parks, and Animal Control – These revenues primarily consist of the annual RDNO requisition which has been invoiced. For Cemetery and Animal Control, the decrease from 2017 represents the transfer of reserves from the RDNO of \$56,769 and 24,805 respectively. User fees for recreation services are relatively consistent with budget.

Other – This item includes business licenses, building permits, interest earned, administration fees and equipment usage from other funds. The decrease in Other revenue from 2017 is primarily due to the building permit revenues received in 2017 from the second phase construction for Memorial Terrace.

Unconditional Grants – This represents the City's Small Community Grant and the Terasen Gas franchise fees. The remaining budget amount is for the franchise fees, which are collected in November.

Conditional Grants – The remaining budget amount represents grant funding for projects that are in progress but funding will not be received until the project is complete.

Transfer from Reserves/Borrowing – This amount represents the use of surplus/reserve funds, which are recorded at year end once projects are complete and actual costs are known.

Expenditures

Transportation Services – This increase from 2017 is primarily due to the increased costs in snow removal in the beginning of the year (approximately \$66k). Snow removal costs fluctuate year to year depending on snowfall and the budget amount reflects an average cost estimate. Any budget shortfalls will be made up by prior year surpluses in snow removal.

Protective Services - The 2017 actual amount includes expenses incurred for responding to the 2017 flooding incident (including the installation of the temporary water main across Bawtree Bridge), in which funds were recovered through EMBC.

Fortune Parks - The decrease from previous year is due to timing on operating projects (pool flooring and basin repainting, along with the compressor #3 replacement at the arena were done in this period in 2017).

Capital Expenditures – The primary project budgeted is for Salmon Arm Drive which is still in progress.

Transfer to Reserves – The 2018 actual amount represents interest earned on reserve funds. The 2018 amount to date has decreased compared to 2017 as 2017 included reserve funds for Cemetery and Animal Control received that were previously held with the RDNO and now held with the City.

Sewer Fund

Revenues

Sewer Revenues - Actual amount includes the 2018 frontage tax and the first period user fees. The increase in actual revenue to date compared to 2017 primarily relates to new connection revenue received in 2018. The amount remaining in the budget represents user fees to be collected in the next two billing periods.

Transfer from Reserves - These transfers happen at the end of the year.

Expenditures

Maintenance – Decrease in actual from prior year is due to the timing of operating projects. Larger operating projects from 2017 were completed early in the year.

Debenture Charges – Interest and loan payments happen primarily in October and December for sewer.

Capital Expenditures – The primary project budgeted is for Salmon Arm Drive which is still in progress.

Transfer to Reserves – These transfers happen at the end of the year.

Water Fund

Revenues

Water Revenues - Actual amount includes the 2018 frontage tax and the first period user fees. The 2018 actual revenues have increased compared to 2017 primarily due to the funds received from the Municipal Finance Authority (MFA) for loan maturity (approximately \$9.3k). Loan payments received by the MFA are invested and income earned is applied to the loan principal at an estimated amount. When the loan matures, any excess income earned is then returned to the

municipality. The amount remaining in the budget represents user fees to be collected in the next two billing periods.

Grants - The 2017 actual amount represents an initial payment for the Shuswap River Crossing project. The remaining grant funding will be received once costs are incurred above the initial payment.

Transfer from Reserves – Transfers from reserves occur at the end of the year. Although the water fund is currently showing a deficit, this will be remedied at the end of the year when reserve transfers are recorded for capital projects.

Expenditures

Maintenance - Actual costs incurred to date have increased over prior year. This is primarily due to the timing of operating projects in 2018 (new water source feasibility study and water well site testing have been completed).

Capital Expenditures – The primary project budgeted is for Salmon Arm Drive which is still in progress.

Transfer to Reserves – These transfers happen at the end of the year.

Respectfully submitted,



Jennifer Bellamy
Chief Financial Officer

The Corporation of the City of Enderby

General Fund

June 30, 2018

	2017 Actual	2018 Actual	2018 Budget	Remaining Budget	%
Revenue					
Property tax levies (net)	1,447,893	1,480,691	1,497,482	16,791	1.12%
Fire protection	163,149	66,786	128,920	62,134	48.20%
Revenue from other sources					
Cemetery	92,090	32,126	42,060	9,934	23.62%
Fortune parks	821,720	854,501	955,114	100,613	10.53%
Animal control	38,277	11,295	14,325	3,030	21.15%
Refuse	33,994	34,412	102,279	67,867	66.36%
Other	380,364	274,175	536,483	282,309	48.89%
Unconditional grants	450,300	458,692	487,214	28,522	5.85%
Conditional grants	101,028	9,284	108,264	98,980	91.42%
Transfer from reserves/borrowing	-	-	1,849,051	1,849,051	100.00%
Total Revenue	3,528,815	3,221,961	5,721,192	2,499,231	43.68%
Expenditures					
Executive	48,378	48,133	126,773	78,640	62.03%
Administrative	324,778	345,307	821,901	476,594	57.99%
Transportation services	224,981	318,147	590,445	272,298	46.12%
Protective services	199,522	88,481	240,767	152,286	63.25%
Refuse	52,063	52,048	102,281	50,233	49.11%
Animal control	14,066	13,520	27,757	14,237	51.29%
Cemetery	19,676	16,350	81,893	65,543	80.03%
Recreation & cultural services	41,053	36,358	82,199	45,841	55.77%
Fortune Parks	392,819	319,036	820,273	501,237	61.11%
Fiscal services	115,069	115,064	176,201	61,137	34.70%
Capital expenditures	366,083	334,293	1,790,676	1,456,383	81.33%
Transfer to reserves	137,490	31,841	860,026	828,185	96.30%
Total Expenditures	1,935,977	1,718,579	5,721,192	4,002,613	69.96%
Surplus(Deficit)	1,592,838	1,503,383	-		

The Corporation of the City of Enderby

Sewer Fund

June 30, 2018

	2017 Actual	2018 Actual	2018 Budget	Remaining Budget	%
Revenue					
Sewer revenues	395,098	418,864	763,317	344,453	45.13%
Grants	-	-	-	-	0.00%
Transfer from reserves	-	-	683,993	683,993	100.00%
Total Revenue	395,098	418,864	1,447,310	1,028,446	71.06%
Expenditures					
Maintenance	285,305	205,467	542,636	337,169	62.14%
Debenture charges	13,047	13,047	56,652	43,605	76.97%
Capital expenditures	20,437	18,288	703,893	685,605	97.40%
Transfer to reserves	-	-	144,129	144,129	100.00%
Total Expenditures	318,789	236,802	1,447,310	1,210,508	83.64%
Surplus(Deficit)	76,308	182,062	-		

The Corporation of the City of Enderby

Water Fund

June 30, 2018

	2017 Actual	2018 Actual	2018 Budget	Remaining Budget	%
Revenue					
Water revenues	401,823	419,491	744,745	325,254	43.67%
Grants	174,081	-	328,620	328,620	0.00%
Transfer from reserves	-	-	740,426	740,426	100.00%
Total Revenue	575,904	419,491	1,813,791	1,394,300	76.87%
Expenditures					
Maintenance	226,976	273,008	625,787	352,779	56.37%
Debenture charges	6,170	-	-	-	0.00%
Capital expenditures	30,305	394,721	963,311	568,590	59.02%
Transfer to reserves	-	-	224,693	224,693	100.00%
Total Expenditures	263,451	667,729	1,813,791	1,146,062	63.19%
Surplus(Deficit)	312,453	(248,238)	-		

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: August 7, 2018
Subject: Mayor & Council Remuneration

RECOMMENDATION

THAT Council adjusts the remuneration for Mayor and Council to \$19,158 and \$10,142 respectively, in order to mitigate the remuneration loss as a result of Federal Budget changes, effective January 1, 2019.

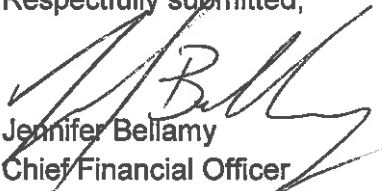
BACKGROUND

Currently elected officials receive one third of their remuneration as a tax-free allowance. This allowance is meant to cover costs incurred by the individual in order to perform his or her duties as an elected official. Beginning in 2019 this allowance will no longer be tax free. This change was set out in the 2017 federal budget. Based on the typical marginal tax rates, the change will reduce Mayor remuneration by \$1,632 and Council remuneration by \$864.

With this change, many communities are increasing mayor and council remuneration in an attempt to keep the net remuneration of elected officials the same.

In order to keep the remuneration for the City's elected officials approximately the same, Mayor and Council remuneration would need to increase from \$17,357 to \$19,158 and from \$9,189 to \$10,142 respectively. If approved, these increases would be effective January 1, 2019 and a total of \$7,521 would be incorporated into the 2019 budget.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY **Category:** BUILDING PERMITS **Year:** 2018 **Month:** 07

Folder Type	2018 / 07		2017 / 07		2018 to 07		2017 to 07	
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Permits Issued	Res. Units Created	Building Value
ACCESSORY BUILDING	0	0	0	0	0	0	3	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	1	0
DEMOLITION	0	0	0	0	0	0	0	0
END - ACCESSORY BUILDING	0	0	0	0	1	0	0	0
END - COMMERCIAL BUILDING	0	0	0	0	1	0	0	15,000
END - DEMOLITION	1	0	0	0	1	0	0	50,000
END - MODULAR HOME	2	0	28,000	0	1	0	0	178,000
END - MULTI FAMILY DWELLING	1	0	2,000	0	1	0	0	2,000
END - SINGLE FAMILY DWELLING	1	0	10,000	0	8	2	0	1,549,318
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	2	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	3	36
PLUMBING	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	607,500	1	0	0	10	4
Report Totals	5	0	40,000	2	1	15	19	40
			607,500					
								10,125,300

Category: BUILDING PERMITS

Type: ALL

Area: CITY OF ENDERBY

From Date: Jul 1, 2018 To Date: Jul 31, 2018

Report Code	Folder Number / Ref. / Folio	Status	Issued Date	Completed Date	Unit	House	Street	New Units / SQM	Value
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END - DEMOLITION

DEMO	BP024852 18-0490-END-BP 208.0276.002	ACTIVE	Jul 13, 2018		613		CLIFF AVE	0 0	0.00 0.00
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Report Code Totals Permits: 1

0 0.00

Folder Type Totals Permits: 1

0 0.00

Category: BUILDING PERMITS

Type: ALL

Area: CITY OF ENDERBY

From Date: Jul 1, 2018 To Date: Jul 31, 2018

Report Code	Folder Number / Ref. / Folio	Status	Issued Date	Completed Date	Unit	House	Street	New Units / SQM	Value
END - MODULAR HOME									
ADDMOD	BP024865 18-0506-END-BP 208.7002.300	ACTIVE	Jul 27, 2018		31	130	CLIFFVIEW LANE	0 0	14,000.00
Report Code Totals								0	14,000.00
Folder Type Totals								0	14,000.00

Category: BUILDING PERMITS

Type: ALL

Area: CITY OF ENDERBY

From Date: Jul 1, 2018 To Date: Jul 31, 2018

Report Code	Folder Number / Ref. / Folio	Status	Issued Date	Completed Date	Unit	House	Street	New Units / SQM	Value
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END - MULTI FAMILY DWELLING

ALTMFD	BP024827 18-0410-END-BP 208.0078.100	ACTIVE	Jul 19, 2018		1100	GEORGE	ST	0 0	2,000.00
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Report Code Totals Permits: 1 2,000.00

Folder Type Totals Permits: 1 2,000.00

Category: BUILDING PERMITS

Type: ALL

Area: CITY OF ENDERBY

From Date: Jul 1, 2018 To Date: Jul 31, 2018

Report Code	Folder Number / Ref. / Folio	Status	Issued Date	Completed Date	Unit	House	Street	New Units / SQM	Value
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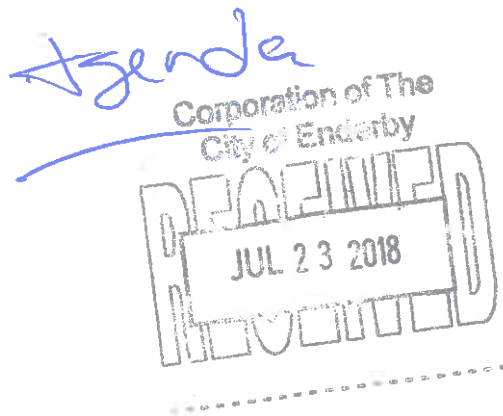
END - SINGLE FAMILY DWELLING

ADDSFD	BP024669 18-0005-END-BP 208.7002.370	ACTIVE	Jul 26, 2018		37	130	CLIFFVIEW LANE	0 0	10,000.00
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Report Code Totals Permits: 1

Folder Type Totals Permits: 1

Report Totals Permits: 4



July 19, 2018

His Worship Mayor Greg McCune
and Councillors
City of Enderby
P.O. Box 400
Enderby BC V0E 1V0

Dear Mayor McCune and Councillors:

Thank you for providing me the opportunity to meet with you during the 2017 Union of British Columbia Municipalities Convention and I apologize for the extremely long time it has taken to provide you with a written follow-up to our meeting.

I would like to acknowledge the ongoing work of the City of Enderby in managing the issues in your area, and for bringing them forward for discussion.

In February 2018, the BC Conservation Officer Service received funding to hire additional Conservation Officers. In April, 20 new Conservation Officers were sworn in and are currently attending mandatory training. Once the new recruits have completed training and in their new posts, an additional officer will be posted in Vernon.

Although we are not able to reinstate single Conservation Officer locations, we look forward to working with you in finding creative solutions to complement our current zone management policy. I would invite you to contact Doug Forsdick, Chief Conservation Officer at 250-614-9904 to continue discussions.

In addition to Conservation Officer Service presence in your area, a number of other compliance and enforcement agencies may also respond to local complaints, including Ministry of Environment's Environmental Protection Officers; Ministry of Forests, Lands, Natural Resource Operations and Rural Development staff, as well as regional district and municipal staff.

Thank you again for taking the time to meet. I look forward to continuing to work with your City in areas of mutual interest.

Sincerely,

Jim Standen
Assistant Deputy Minister

cc: Doug Forsdick, Chief Conservation Officer, Conservation Officer Service

Agenda

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: August 10, 2018
Subject: Fire Training Centre Facility Improvements

RECOMMENDATION

THAT Council endorses the Fire Training Centre capital improvement plan for 2018.

BACKGROUND

The City of Enderby is one of the participants in the Fire Training Centre (FTC), which provides essential training to firefighters.

Pursuant to the Intermunicipal agreement, all parties must approve capital improvements prior to costs being incurred. Attached is a schedule of proposed improvements, which have been endorsed by the fire chiefs, the FTC Operations Committee (composed of Chief Administrative Officers and Fire Chiefs), and the FTC Policy Board (composed of elected officials). Most of the immediate capital costs involve renewal of the burn building.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

August 9, 2018

CoV File: 7125-2018

FTC Policy Board
Via email

Re: FTC 2018 and 2019 Facility Improvements

Dear respective FTC Policy Board members,

At the July 12, 2018 meeting of the FTC Policy Board, the Board passed the following motion:

“THAT the FTC Policy Board receive and endorse the 2018 and 2019 improvement plan as presented.”

The 2018 Improvement Plan (attached) as presented by DC Hemstad included necessary repairs to the burn building following a professional engineer assessment. The 2018 Improvement Plan was received and endorsed by the respective Fire Chiefs prior to presentation to the Operations Committee and the Policy Board. The Operations Committee also endorsed the 2018 Facility Improvement Plan at the meeting of June 28, 2018.

Under Section 4.22(b) of Schedule A - Intermunicipal Fire Training Centre Services Bylaw, *the Policy Board will not have power, without approval of the parties: to authorize incurring Capital Costs or Borrowing or approve a Financial Plan.*

Could you kindly seek endorsement by resolution of your “party” (your Council or RDNO) and forward at your earliest convenience? The improvements included within the 2018 budget as presented, are necessary for safe use of the Burn Building, have been endorsed by the Fire Chiefs, the Operations Committee and the Policy Board and we would like to proceed as soon as possible.

Your response by end of month (August) would be sincerely appreciated.



DC Hemstad
City of Vernon

Cc FTC Operations Committee



Fire Training Centre

Facility Improvements Plan

As of December 31, 2017 the Facility Improvements Reserve totaled \$73,748. In 2018, the annual budget transfer of \$10,000 brought the total reserve to \$83,748.

In the fall of 2017, \$18,000 was requested from the Facility Improvements Reserve for projects to take place in 2018. These projects were delayed until the results of the engineering assessment were provided.

The engineering assessment (attached) identified significant repairs and upgrades which are necessary to protect this key asset. Making these repairs and upgrades will require a multi-year approach and a re-prioritization of projects in order meet budgetary constraints.

Fiscal Year	Project Description	Project Justification	Proposed Cost	Actual Cost
2018	Engineering assessment	We have had two separate partial-ceiling collapses in 2017 (one of which was repaired). The burn building requires an engineering assessment every 5 years. The assessment was performed recently (report provided). The actual cost increased in order to expand the assessment to determine if the building could be used during the winter months.	\$7,888	\$8,695.68
2018	Burn Building repairs (cells 3 and 4, both floors)	The engineering assessment identified all of the areas which need repairs. This will be a multi-year project. As a priority, the five areas on eastern half of building (cells 3 and 4, both floors) will be repaired first.	\$30,000	
2018	Burn Building reinforcements (cells 3 and 4, both floors)	The engineer also recommended installing steel barrier between the burn cells and the concrete structure. This will be a multi-year project. As a priority, the six burn cells on eastern half of building (cells 3 and 4, both floors) will be reinforced first.	\$16,000	
2018	Burn Building roof	The engineer also recommended installing a roof on the burn building. We have most of the materials to build this roof. The main cost to construct the roof will be from labour.	\$5,000	

2018	Website	The Chiefs were consulted and requested a website be created for improving communication, reserving and scheduling FTC use. This project is underway but not completed.	\$2,992	
2018	Roof cutting props	These props are necessary to continue with the 1001 program.	\$2,000	
2018	Security Camera system	With the recent theft of the skidsteer, a security camera system is recommended.	\$3,246	
		Total	\$67,126	

Completing these projects would leave \$16,622 in the Facility Improvements Reserve at the end of 2018.

With another \$10,000 contribution in 2019 the reserve will be \$26,622.

Fiscal Year	Project Description	Project Justification	Proposed Cost	Actual Cost
2019	Burn Building repairs (cell 2, both floors)	Repair of two areas on western half of building (cell 2, both floors)	\$12,000	
2019	Burn Building reinforcements (cell 2, both floors)	Reinforcement of two burn cells on western half of building (cell 2, both floors)	\$3,000	
2019	Forcible entry prop	This prop is necessary to train firefighters on skills for the 1001 program	\$5,000	
2019	Asphalt repairs	The asphalt paving is developing various cracks in the surface. Filling these cracks will prevent further damage to the asphalt and extend the life of the facility. Estimate on crack sealing to be performed this week.	\$2,500	
2019	Hot water tank	The hot water tank will need to be replaced due to age.	\$5,000	
		Total	\$27,500	

Completing these project would leave a deficit of \$878 in the Facility Improvements Reserve at the end of 2019.

Additional projects for consideration are listed below.

	Burn Building repairs	Repair of two areas on western half of building (cell 1, both floors)	\$30,000	
	Burn Building reinforcements	Reinforcement of two burn cells on western half of building (cell 1, both floors)	\$5,000	
	Fill station	A fill station with fragmentation chamber would increase safety when filling SCBA cylinders	\$15,000	
	Search & Rescue prop	In order to provide Interior Firefighter training the facility requires a prop for Search and Rescue training. The existing burn building is not appropriate for this type of training. This project would involve renovating the existing structure to the southeast of the burn building to install doors, partitions, and electricity so it can be used for search and rescue training.	\$20,000	
	Electricity, lights, and fans for self-rescue prop (sea-cans)	Installing electricity, lights and fans in the sea-cans will provide better visibility and ventilation during summer months.	\$5,000	
	Car fire prop	The car used in the car fire prop needs to be replaced with a new one.	\$1,000	
	New sign	The Chiefs have requested a new sign be installed.	\$1,000	
	Paint and tile	The classroom building needs a fresh coat of paint and some flooring tile installed to maintain aesthetics.	\$4,000	
	Fence repairs	Portions of the fence have been damage due to vehicles backing into it.	\$500	
			\$81,500	