

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: Monday, August 12, 2019
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES

Regular Meeting Minutes of July 15, 2019

P1

3. PETITIONS AND DELEGATIONS

Mary Anne Domarchuk, Public Health Nurse
Enderby Community Health Centre

4. DEVELOPMENT MATTERS

P6

0020-19-DVP-END

Legal: Lot 1, District Lot 150, Osoyoos Division Yale District
Plan: 27530
Address: 602 Knight Avenue, Enderby BC
Applicant: St. George Anglican Church

0021-19-DVP-END

Legal: Lot 1, Section 27, Township 18, Range 9 West of the 6th Meridian
Kamloops Division Yale District
Plan: KAP59880 (Except Plan KAP65977)
Address: 123 Red Rock Crescent, Enderby BC
Applicant: Eric & Leola Borhaven

P16

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

Granville Avenue Parking Discussion

6. BYLAWS

7. REPORTS

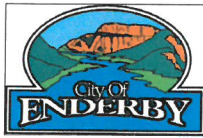
Mayor and Council

Verbal

Area F Director

Verbal

	<u>2nd Quarter 2019 Policing Report</u>	P25
	<u>RDNO Building Permit Report</u>	P44
8.	NEW BUSINESS	
	<u>Drinking Water Annual Report 2018</u> Memo prepared by Chief Administrative Officer dated August 6, 2019	P45
	<u>Lions Club Vision Centre – Enderby Lions Club</u> Letter Dated June 9, 2019	P59
	<u>June 2019 Financial Report</u> Memo prepared by Chief Financial Officer dated August 2, 2019	P62
	<u>Disclosure of Contracts – Council</u> Memo prepared by Chief Financial Officer dated July 25, 2019	P68
	<u>Temporary Road Closure Application – Enderby Friday Night Lights 2019</u> Memo prepared by Planner and Deputy Corporate Officer dated July 5, 2019	P69
	<u>Digital Billboard Sponsorship Application – St. Ann’s Catholic Church</u> Memo prepared by Planner and Deputy Corporate Officer dated August 1, 2019	P72
9.	PUBLIC QUESTION PERIOD	
10.	CLOSED MEETING RESOLUTION	
	Closed to the public, pursuant to Section 90(1)(c) and (k) and 90(2)(b) of the <i>Community Charter</i>	
11.	ADJOURNMENT	



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, July 15, 2019 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 Shishido

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner and Deputy Corporate Officer – Kurt Inglis
Recording Secretary – Laurel Grimm

Other: The Press and Public

APPROVAL OF AGENDA

Moved by Councillor Shishido, seconded by Councillor Baird
“THAT the July 15, 2019 Council Meeting agenda be approved as amended.”

CARRIED

ADOPTION OF MINUTES

Regular Meeting Minutes of June 17, 2019

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT the June 3, 2019 Council Meeting minutes be adopted as circulated.”

CARRIED

PETITIONS AND DELEGATIONS

None

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

None

BYLAWS

Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1683, 2019 – adoption

Moved by Councillor Schreiner, seconded by Councillor Davyduke

“THAT Council adopt the Good Neighbour Bylaw No. 1517, 2013 Amendment Bylaw No. 1683, 2019.”

CARRIED

REPORTSMayor and Council ReportsCouncillor Case

- Funtastic 2019 was successful. Our washroom facilities received great reviews. There was vandalism in men’s washroom associated with individuals who were not Funtastic participants. RCMP patrolled regularly.
- Met with a developer from Vernon BC about a possible “small house” development.

Councillor Davyduke

- Canada Day Celebration was a success. Thank you to all who volunteered.
- Big congratulations to winning the ParticipACTION challenge and named Canada’s Most Active Community.

Councillor Shishido

- Enderby and District Arts Council and Enderby Artist’ Initiative contemplating a merger.
- Staff to look at improving the volleyball court at Tuey Park.
- Would like to see functioning tennis courts in Enderby. Discussed potential for improvements to existing courts at M.V. Beattie.
- Enderby Fish and Game Club update.

Councillor Schreiner

- Gave a brief overview of the ride sharing initiative. This is coming close to launching. Discussion over the requirement for Class 4 licenses. This matter is before the Minister and a request for a meeting at UBCM has been submitted.

Councillor Knust

- Interagency Meeting
- Allotted time for legal advice for those who cannot afford a lawyer.
- Discussion on health nurse hours.
- Acquiring stats for how much food is being distributed in the community. Calendar being created to show what’s available and when.
- Have received complaints about the dog beach at Tuey Park. Signage may not be clear as owners continue to fail to observe the existing signs.

Councillor Baird

- Thank you to everyone for help with the Canada Day festivities.
- Confirmation on current bylaws regarding cat control; the City of Enderby does not currently regulate cats. Regulating cats will be challenging.
- Looking for more volunteers for the Enderbeer and Wine festival.
- Tug of War request for Grindrod days. It does not appear like Council can put together a team due to other commitments.

- The signs have been removed along the rail corridor on the north end of town; looks much better.

Mayor McCune

- The foliage downtown is looking very lush and green. Staff to confirm that it is not blocking any of the stop signs at the intersection; it may need a slight trim.

Area F Director

- Tourists and tubers have been increasing on the Shuswap River
- Implementing two Firesmart Programs; one will be implemented in Glenmary
- Trail clean up underway at Mabel Lake. We are currently waiting on the owners of the other side to clean up their portion.

RDNO Building Permit Report June 2019

Moved by Councillor Baird, seconded by Councillor Knust

“THAT Council receives and files the RDNO Building Permit Report for June 2019.”

CARRIED

NEW BUSINESS

Reservoir Road Award of Construction Contract

Moved by Councillor Schreiner, seconded by Councillor Davyduke

“THAT Council awards the tender for the 2019 capital road project of Reservoir Road, in the amount of \$1,098,167 plus GST, to Mountain Side Earthworks.”

CARRIED

Request for Inclusion of 117 Cliffview Drive on Community Heritage Register

Moved by Councillor Schreiner, seconded by Councillor Shishido

“THAT Council advances the request from Andrew and Teri Kivari to include their property at 117 Cliffview Drive on the Community Heritage Register to the Enderby & District Heritage Commission for input and evaluation, with the Commission to make a recommendation to Council regarding the property's inclusion on the Register.”

Serving of Hard Liquor at Enderby Lions Gazebo - Enderbeer & Wine Festival

Moved by Councillor Knust, seconded by Councillor Case

“THAT Council approves the Enderby & District Chamber of Commerce's request to serve hard liquor until 10:00 pm as part of the Enderbeer & Wine Festival taking place at the Enderby Lions Gazebo on Saturday July 27, 2019.”

CARRIED

Mobile Vendor Request - Up 'N Smoked Fine Foods

Moved by Councillor Shishido, seconded by Councillor Schreiner

“THAT Council grants permission for Up 'N Smoked Fine Foods to operate as a mobile vendor in the grassy area east of the Water Treatment Plant for the 2019 season, in accordance with the site plan attached to this memorandum as Schedule 'A', subject to the following conditions:

- *The applicant must obtain a Business License and pay the annual rental fee of \$100;*
- *The applicant must pay the incremental costs of using the City's electricity; and*

- *The applicant is responsible for providing their own form of traffic management to prevent vehicles from blocking the access lane along the southern side of the Water Treatment Plant building.”*

CARRIED

Petition for On-street Public Parking on North Side of Granville Avenue

Councillor Knust declared a conflict of interest due to the matter involving her employer and recused herself from the meeting (4:50 p.m.)

Members of the public gathered to express their concerns over parking in front of the Interior Health Building on Granville Avenue. Many were concerned over the lack of on-site parking at the Interior Health facility, which is causing issues both for adjacent neighbours and for caregivers and clients. Council heard the concerns expressed by both sides.

Mayor McCune called the meeting to order. Council will take further time to review this matter and make a decision at the next Council meeting.

Moved by Councillor Schreiner, seconded by Councillor Shishido.

“THAT Council receives and files the letter and petition from Bertha Owen-Stevens dated June 7, 2019;

AND THAT this matter be referred to the next meeting for consideration.”

CARRIED

Councillor Knust re-entered the meeting (5:07 p.m.)

RDNO: Young Agrarians Land Matching Program

Moved by Councillor Case, seconded by Councillor Schreiner

“THAT Council release the funding to the Young Agrarians in the amount of \$348 for the Okanagan Land Matching Program Pilot (2019-2020).”

CARRIED

School District No. 83: Consultation on Planning for School Facilities

Moved by Councillor Baird, seconded by Councillor Davyduke

“THAT staff send a letter to School District No. 83 that discusses the importance of keeping Grindrod Elementary open in order to manage enrolment relative to facility capacity.”

CARRIED

PUBLIC QUESTION PERIOD

Brooke Hovey, *Okanagan Advertiser*, requested clarification on where Salmon Arm Security will be patrolling. Security is going to be enforced in public spaces.

CLOSED MEETING RESOLUTION

Moved by Councillor Shishido, seconded by Councillor Davyduke (5:24 p.m.)

“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) (c) and (f) and (k) of the Community Charter.”

CARRIED

ADJOURNMENT

Moved by Councillor, seconded by Councillor

“That the regular meeting of July 15, 2019 adjourn at 6:39 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

Agenda
Dev't Matters

CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION

File No: 0020-19-DVP-END

August 6, 2019

APPLICANT: St. George Anglican Church

OWNER: The Synod of the Diocese of Kootenay

LEGAL DESCRIPTION: LOT 1 DISTRICT LOT 150 OSOYOOS DIVISION YALE DISTRICT PLAN 27530

PID #: 004-825-683

LOCATION: 602 Knight Avenue, Enderby BC

PROPERTY SIZE: 0.395 acres (1,600 m²)

ZONING: Assembly, Civic, and Public Service Zone (S.1)

O.C.P DESIGNATION: Institutional

PROPOSAL: Construct a concrete wheelchair ramp on north side of Church Hall building

PROPOSED VARIANCE: Vary Section 801.8.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 8 m (26.25 feet) to 0 m (0 feet).

RECOMMENDATIONS:

THAT Council authorize the issuance of a Development Variance Permit for the property legally described as LOT 1 DISTRICT LOT 150 OSOYOOS DIVISION YALE DISTRICT PLAN 27530 and located at 602 Knight Avenue, Enderby B.C. to permit a variance to Section 801.8.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 8 m (26.25 feet) to 0 m (0 feet) as shown on the attached Schedule "A", subject to the applicant entering into a License of Occupation with the City of Enderby for that portion of the wheelchair ramp that extends into the Knight Avenue road dedication.

BACKGROUND:

This report relates to a Development Variance Permit application for the proposed construction of a concrete wheelchair ramp at 602 Knight Avenue. Given that the proposed siting of the wheelchair ramp would have it located on the front property line, the applicant is seeking a variance to Section 801.8.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 8 m (26.25 feet) to 0 m (0 feet) as shown on the attached Schedule "A".

Site Context

The subject property is 0.395 acres (1,600 m²) in area and is located on the southwest corner of the intersection of Knight Avenue and Belvedere Street. The property is flat with the St. George Anglican Church building located in the centre of the lot, and the Church Hall located in the northwest corner of the lot.

There is no off-street parking located on the subject property, and therefore there is no formal vehicular access to the site. Pedestrian access to the Church building is gained via a concrete walkway off of the Knight Avenue sidewalk, while pedestrian access to the Church Hall is via concrete steps off of the same sidewalk.

The subject property is zoned Assembly, Civic, and Public Service (S.1) zone and designated in the Official Community Plan as Institutional. The properties to the north, west, and south are zoned Residential Single Family (R.1-A) and designated in the OCP as Residential Low Density. The properties to the east are zoned a mixture of Residential Two Family (R.2) and Residential Multi-Family Medium Density (R.3) zones and designated in the OCP as Residential Low Density and Residential Medium Density.

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

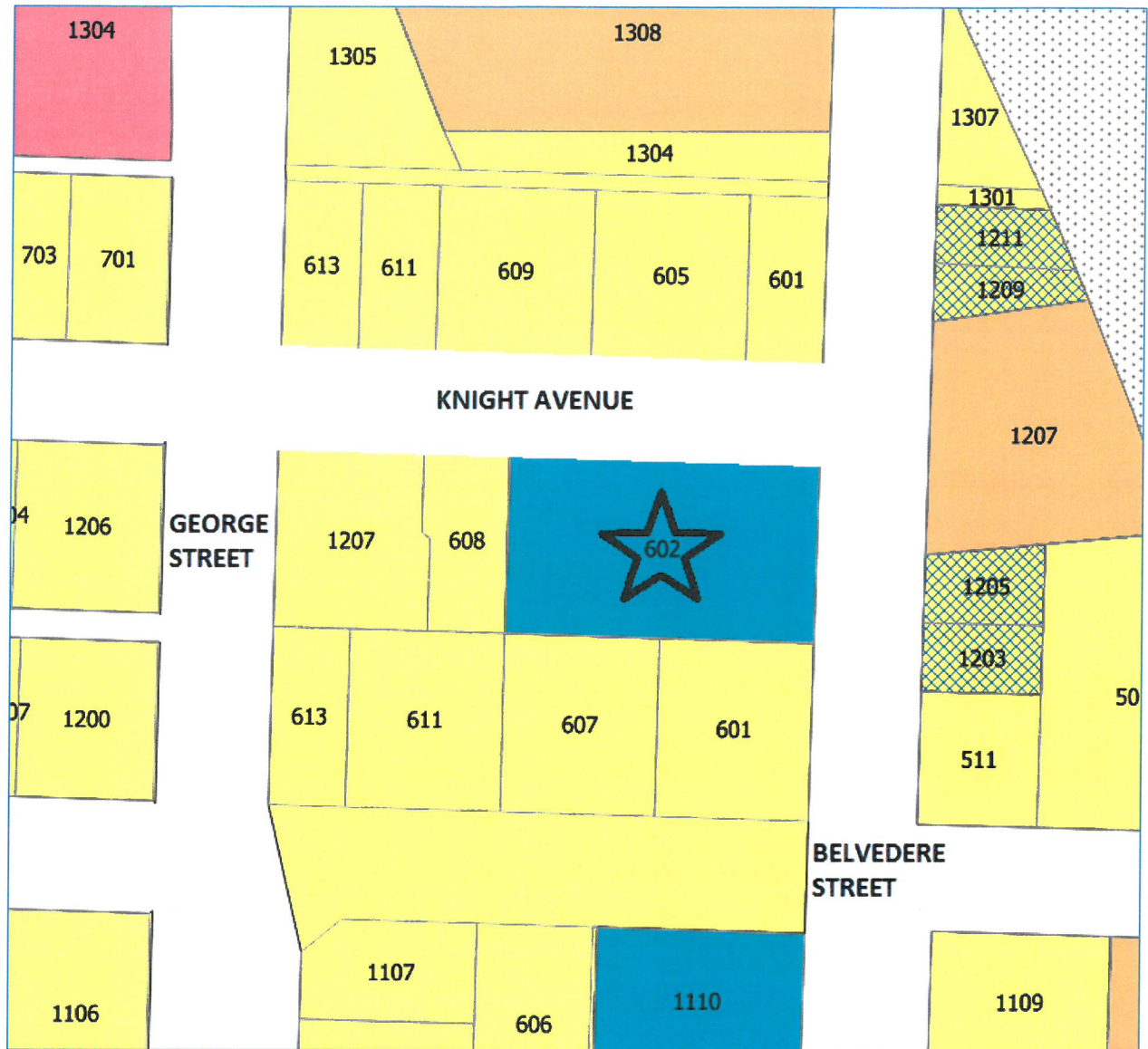


Figure 1: Zoning Map

Yellow - Residential Single Family (R.1-A) Zone
 Orange - Residential Multi-Family Medium Intensity (R.3) Zone
 Blue - Assembly, Civic and Public Service Use (S.1) Zone
 Cross-Hatch - Residential Two-Family (R.2) Zone

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

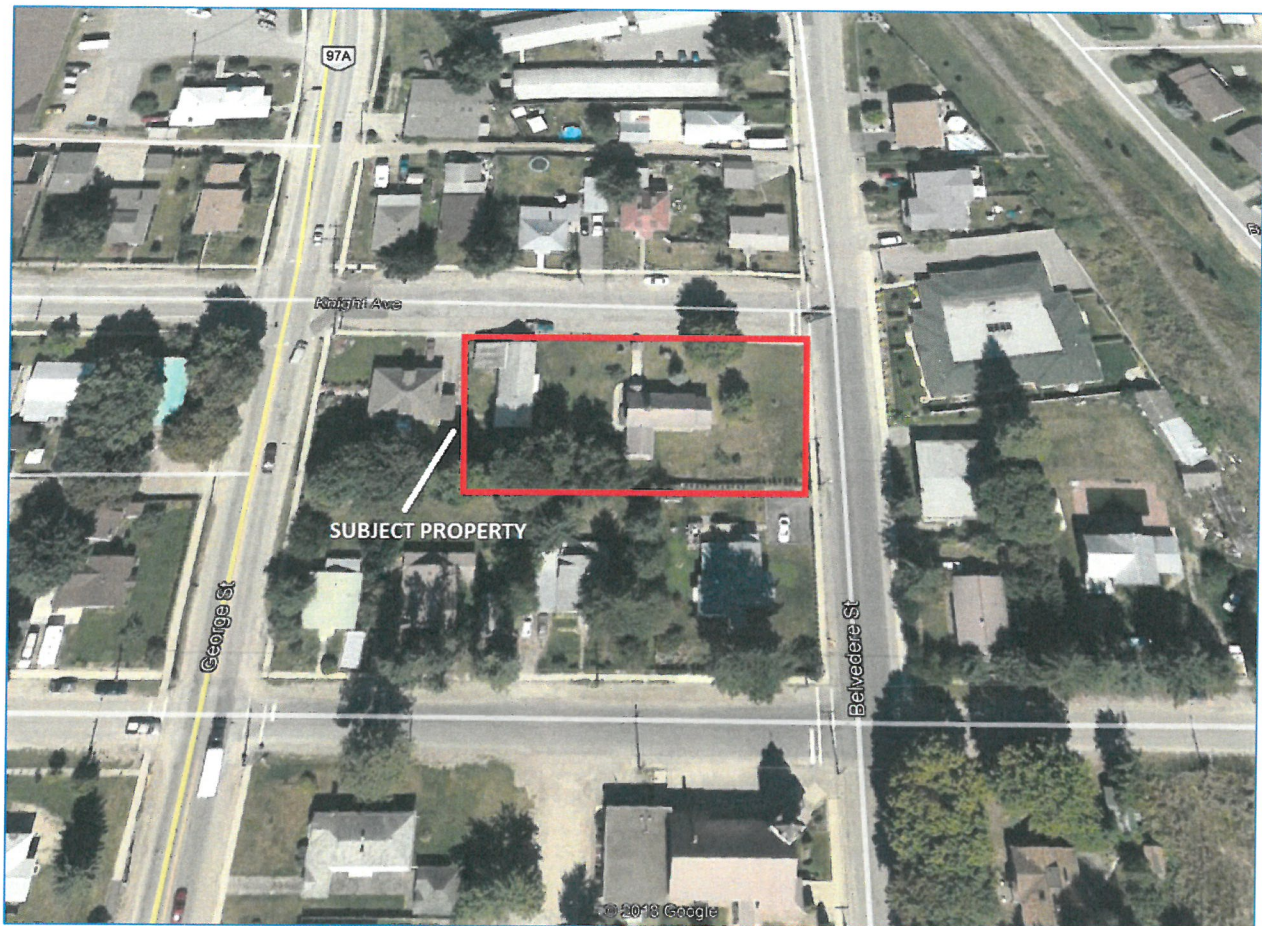


Figure 2: Orthophoto

The Proposal

The applicant is proposing to construct a concrete wheelchair ramp off of the north face of the Church Hall building, as shown on the attached Schedule "A". Given that the proposed siting of the wheelchair ramp would have it located on the front property line, the applicant is seeking a variance to Section 801.8.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 8 m (26.25 feet) to 0 m (0 feet). A portion of this wheelchair ramp is proposed to extend into the Knight Avenue road dedication by approximately 0.61 m (2.00 feet).

ZONING BYLAW:

The subject property is zoned Assembly, Civic, and Public Service (S.1) and the permitted uses within this zone include accessory buildings and structures, campgrounds, civic use, entertainment and recreation facilities, hospitals and medical professionals, public service use, retail sales of sporting goods accessory to the principal use, food concessions, arts and crafts sales, churches, auditoriums, youth centres, social

halls, group camps, private schools, kindergartens, play schools, day nurseries, day care schools and other uses providing for the assembly of persons for religious, charitable, philanthropic, cultural, recreational, or private educational purposes. The proposal as compared to the S.1 zone requirements is as follows (highlighted item requires a variance):

CRITERIA	PROPOSAL	ZONING REQUIREMENTS
Lot Area (min.)	1,600 m ² (17,222 square feet)	560 m ² (6,028 square feet)
Lot Coverage (max.)	<50%	50%
Lot Frontage (min.)	~94 m (308.4 feet)	15 m (49.21 feet)
Setbacks		
Front Yard	Church Hall with Wheelchair Ramp = 0 m (0 feet) Main Church Building = 9.93 m (32.58 feet)	8 m (26.25 feet)
Rear Yard	Church Hall with Wheelchair Ramp = 11.13 m (36.52 feet) Main Church Building = 5.74 m (18.83 feet)	8 m (26.25 feet)
Exterior Side Yard	Church Hall with Wheelchair Ramp = > 8 m (26.25 feet) Main Church Building = 18.69 m (61.32 feet)	8 m (26.25 feet)
Side Yard	Church Hall with Wheelchair Ramp = 2.46 m (8.07 feet) Main Church Building = > 2 m (6.562 feet)	2 m (6.562 feet)
Other buildings	17.67 m (57.97 feet)	3 m (9.842 feet)

It should be noted that although the main church building does not meet the S.1 zone's minimum rear yard setback requirement, the siting of this building is considered 'legally non-conforming' by way of siting in accordance with Section 529 of the *Local Government Act* and a variance is therefore not required given that the proposed development would not intensify this non-conformity.

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 20.3.g - Council will support innovative options that will assist in maintaining appropriate levels of infrastructure and service delivery in a fiscally responsible manner.

REFERRAL COMMENTS:

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

The Fire Chief and Building Inspector both advised that they have no concerns with the application.

The Public Works Manager advised that the ramp needs to tie in at the back of walk.

PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to vary Section 801.8.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 8 m (26.25 feet) to 0 m (0 feet) as shown on the attached Schedule "A", 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:

- The proposed wheelchair ramp will increase the accessibility of the site for those with mobility challenges;
- Given the Church Hall's close proximity to the northern property line, the applicant is limited in their ability to construct a wheelchair ramp without a 0 m setback;
- The design of the proposed wheelchair ramp is non-intrusive and it is not anticipated that it will result in any negative visual impacts;
- It is not anticipated that the proposed variance or lot frontage waiver would negatively affect the use and enjoyment of the subject or neighbouring properties.

Notwithstanding the above positive Staff recommendation, the City needs to address the proposed encroachment of the wheelchair ramp on to the Knight Avenue road dedication. This is typically addressed through a License of Occupation agreement, which is a standard form that defines the permission and ensures clarity with respect to liability and maintenance. Staff are recommending that the issuance of the Development Variance Permit be subject to the applicant entering into a License of Occupation with the City for that portion of the wheelchair ramp that extends into the Knight Avenue road dedication.

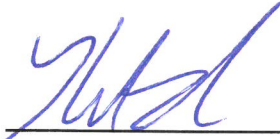
SUMMARY

This is an application for a Development Variance Permit for the property located at 602 Knight Avenue, Enderby BC. The applicant is proposing to construct a concrete wheelchair ramp on the north side of the Church Hall. Given that the ramp is proposed to be sited on the northern property line, the

applicant is seeking a variance to Section 801.8.b of Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback area from 8 m (26.25 feet) to 0 m (0 feet) as shown on the attached Schedule "A".

The City of Enderby Planner is supportive of the proposed variance, subject to the applicant entering into a License of Occupation with the City.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

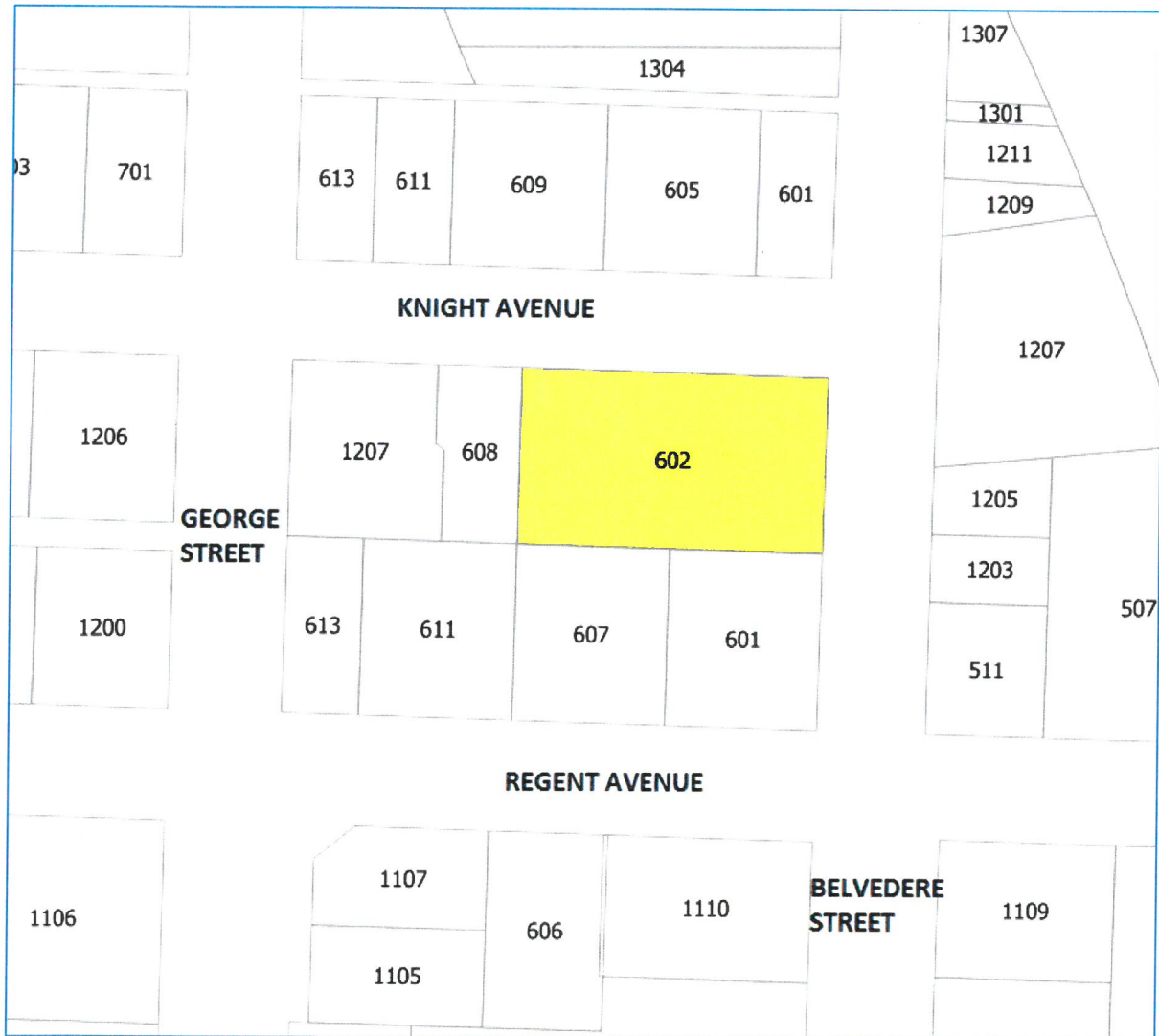
Reviewed By:



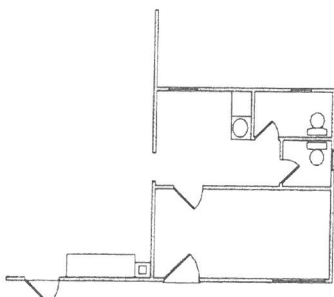
Tate Bengtson
Chief Administrative Officer

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

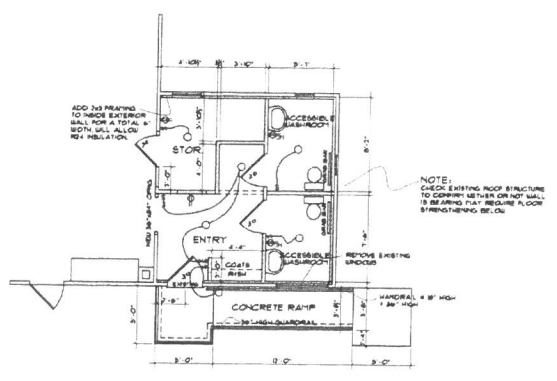
File: 0020-19-DVP-END
Applicant: St. George Anglican Church
Owner: The Synod of the Diocese of Kootenay
Location: 602 Knight Avenue, Enderby BC



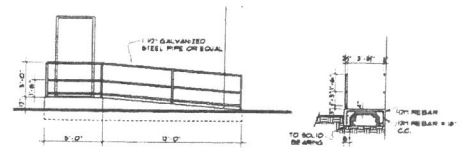
ELECTRICAL SYMBOLS		OUTLETS AND SWITCHES	
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EXISTING FLOOR PLAN

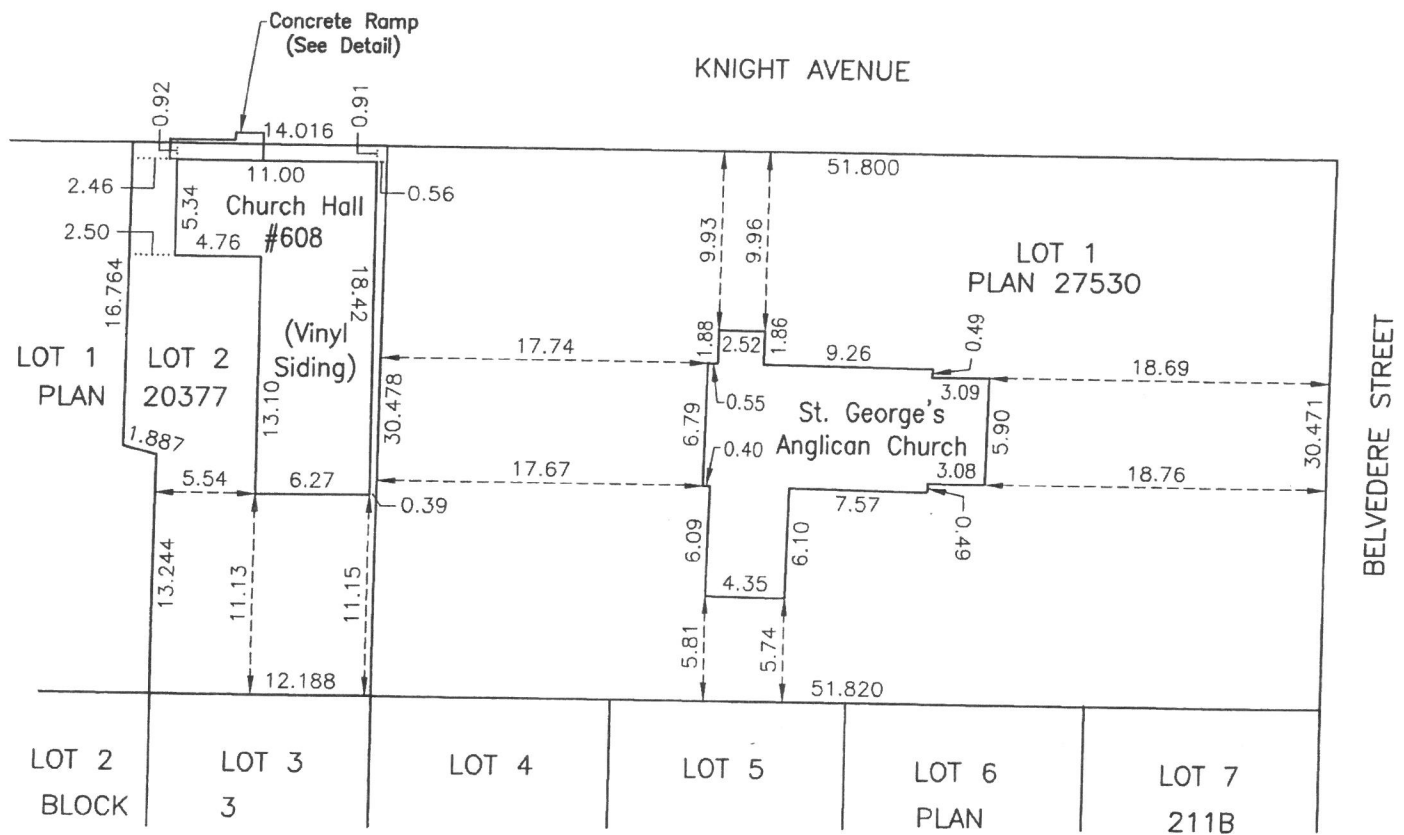
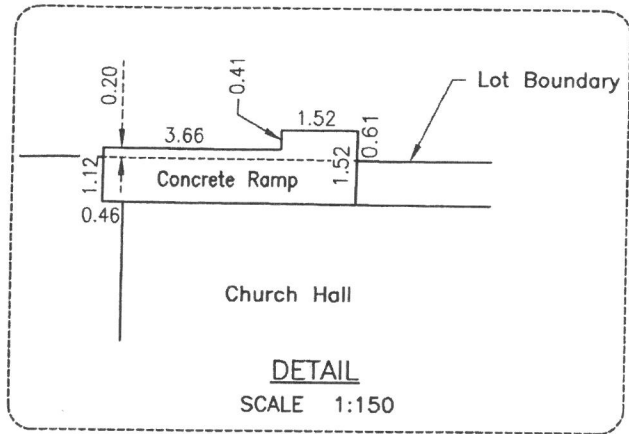


FLOOR PLAN RENOVATION



WHEEL CHAIR RAMP ELEVATION

ALL DISTANCES ARE IN METRES.



SITE PLAN SHOWING PROPOSED
CONCRETE RAMP AND LANDING AT LOT 2,
PLAN 20377, DL 150, K(Formerly O)DYD

102220T00

SCALE: 1 : 400 OUR FILE: R10222

DATE: 20 Jun 2019 DRAWN: RL

St. George's Anglican Church

MADDOX & COMPANY

LAND SURVEYORS

3500 - 30th STREET

VERNON, BC V1T 5E8

TELEPHONE: (250) 542-4343

Agenda

**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

File No: 0021-19-DVP-END

August 7, 2019

APPLICANT: Eric and Leola Borhaven

OWNER: Eric and Leola Borhaven

LEGAL DESCRIPTION: LOT 1 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN
KAMLOOPS DIVISION YALE DISTRICT PLAN KAP59880 EXCEPT PLAN KAP65977

PID #: 023-859-440

LOCATION: 123 Red Rock Crescent, Enderby BC

PROPERTY SIZE: 6.793 acres (27,490 m²)

ZONING: Residential Single Family (R.1)

O.C.P DESIGNATION: Residential Low Density

PROPOSAL: Legalize the siting and sizing of an existing accessory residential building
(shop/garage)

PROPOSED VARIANCE: Vary Section 308.4.b of the Zoning Bylaw to increase the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) and having a horizontal dimension of not more than 11 m (36.1 feet), to 110.55 m² (1,190 square feet). Vary Section 308.4.c of the Zoning Bylaw to increase the maximum height of a domestic garage or shop from 5 m (16.4 feet) to 6.1 m (20 feet).

RECOMMENDATIONS:

THAT Council authorize the issuance of a Development Variance Permit for the property legally described as LOT 1 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP59880 EXCEPT PLAN KAP65977 and located at 123 Red Rock Crescent, Enderby B.C. to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 308.4.b to increase the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) and having a horizontal dimension of not more than 11 m (36.1 feet), to 110.55 m² (1,190 square feet), as shown on the attached Schedule "A"; and

- Section 308.4.c to increase the maximum height of a domestic garage or shop from 5 m (16.4 feet) to 6.1 m (20 feet).

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 123 Red Rock Crescent. The applicant is seeking variances to the Zoning Bylaw in order to legalize the siting and sizing of an existing accessory residential building (shop/garage). The proposed variances include an increase to the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) and having a horizontal dimension of not more than 11 m (36.1 feet), to 110.55 m² (1,190 square feet), and an increase to the maximum height of a domestic garage or shop from 5 m (16.4 feet) to 6.1 m (20 feet).

Site Context

The subject property is 6.793 acres (27,490 m²) in area and is located at the western terminus of Red Rock Crescent. The property has steep grades oriented to the north and northwest. An existing accessory residential building (shop/garage) is located on a cleared landing along the eastern edge of the property, with the remainder of the property remaining treed. The accessory residential building is not accompanied by a single family dwelling, and is the only improvement on the site. Access to the property is gained via a steep gravelled driveway off of Red Rock Crescent.

The subject property is zoned Residential Single Family (R.1) and is designated in the Official Community Plan as Residential Low Density. The properties to the north, east, and south are zoned Residential Single Family (R.1/R.1-A) and designated in the OCP as Residential Low Density. The property to the west is zoned Country Residential (C.R) and is designated in the Official Community Plan as Residential Low Density.

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

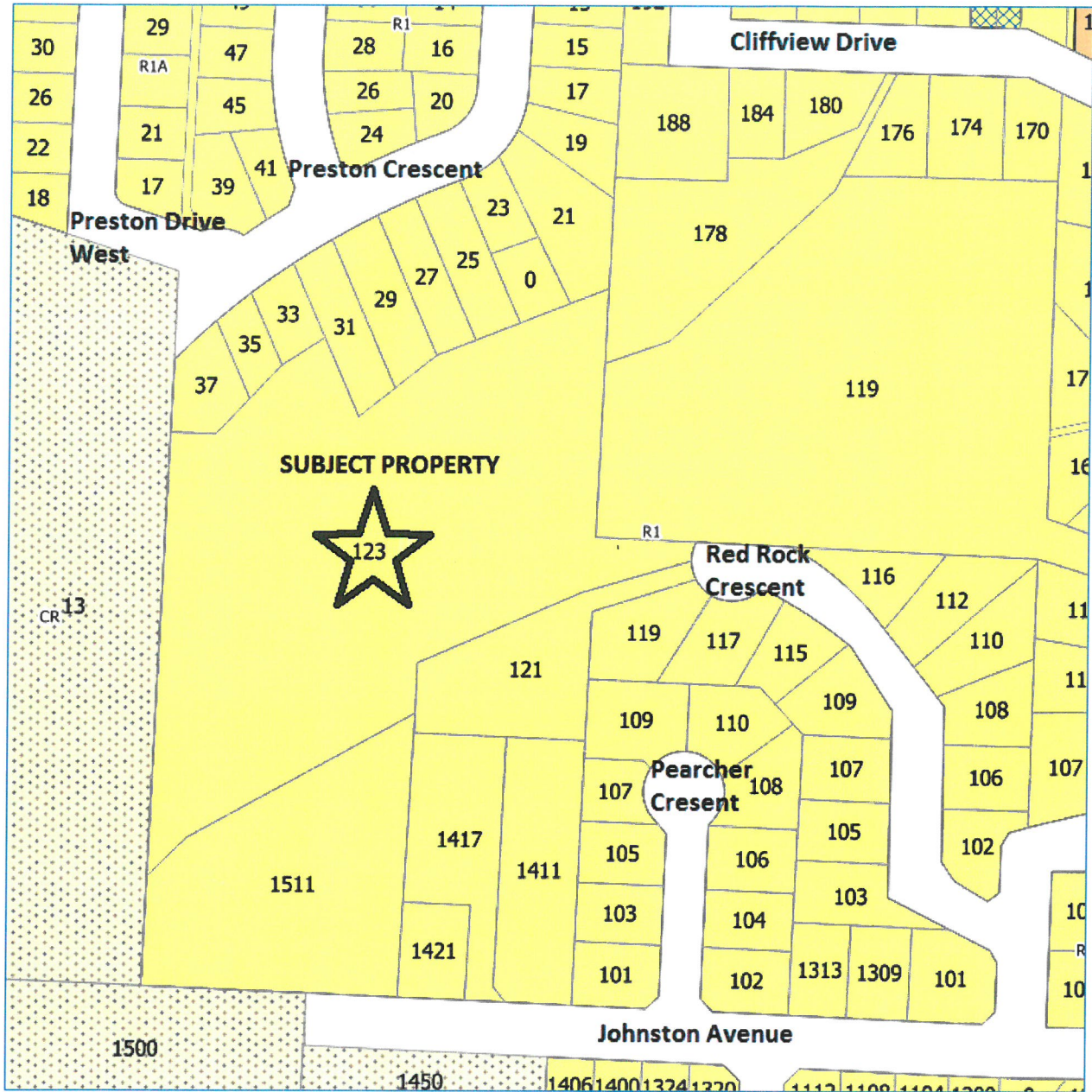


Figure 1: Zoning Map

Yellow - Residential Single Family (R.1/R.1-A) Zone
 Beige - Country Residential (C.R) Zone

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

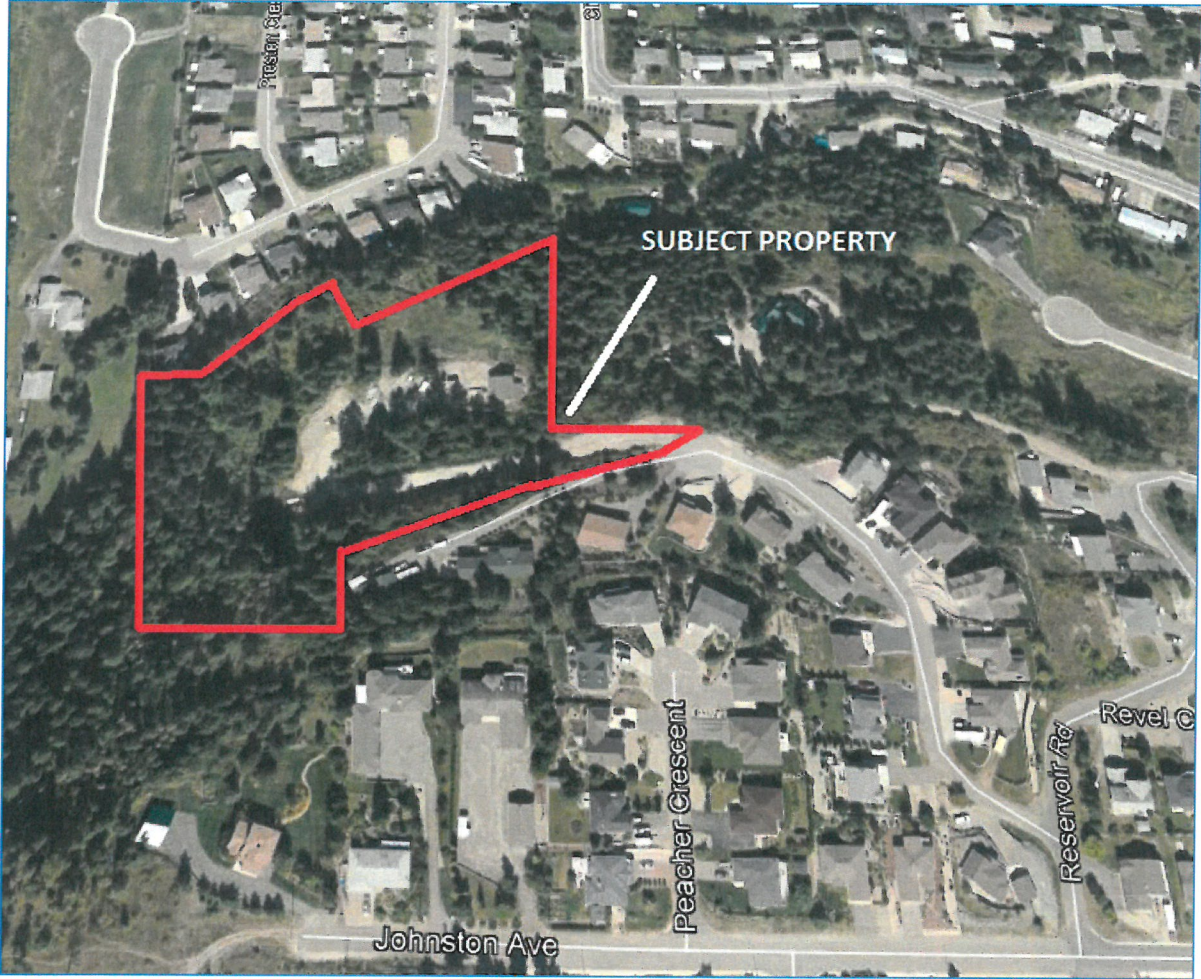


Figure 2: Orthophoto

The Proposal

The applicant is seeking variances to the Zoning Bylaw in order to legalize the siting and sizing of an existing accessory residential building (shop/garage), with the ultimate intent being to develop a single family dwelling on the site.

The issuance of Development Variance Permit to permit an increased building footprint and height would legalize the *siting* and *sizing* of the accessory residential building, but its *use* would need to be legalized through the construction of a single family dwelling as the City's Zoning Bylaw requires that an accessory residential building must accompany a principal building. The applicant has stated that their intent is to obtain a Building Permit to construct a new single family dwelling on the site, which would legalize the use of the accessory residential building. As part of this process, the applicant would also be required to obtain a Building Permit for the accessory residential building to ensure that it is built to the standards of the BC Building Code and Fire Code, given that the building was originally constructed without a Building Permit.

ZONING BYLAW:

The subject property is zoned Residential Single Family (R.1) 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 the R.1 zone, and accessory residential buildings more broadly, is as follows (highlighted items require a variance):

CRITERIA	PROPOSAL	ZONING REQUIREMENTS
Lot Area (min.)	27,490 m ² (295,899 square feet)	560 m ² (6,028 square feet)
Lot Coverage (max.)	<50%	50%
Maximum Size of a Domestic Garage or Shop	110.55 m ² (1,190 square feet)	80.3 m ² (864 square feet) and having a horizontal dimension of not more than 11 m (36.1 feet)
Maximum Height of an Accessory Residential Building	6.1 m (20 feet)	5 m (16.40 feet)
Setbacks for Accessory Residential Buildings		
Front Yard	~65 m (213.25 feet)	8 m (26.25 feet)
Rear Yard	~40 m (131.23 feet)	1.5 m (4.921 feet)
Exterior Side Yard	N/A	8 m (26.25 feet)
Side Yard	6.84 m (22.44 feet)	1.5 m (4.921 feet)
Other buildings	N/A	3 m (9.842 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.

REFERRAL COMMENTS:

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

The Building Inspector advised that he had no concerns with the proposed variances.

No other comments were received in response to the referral.

PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to vary Section 308.4.b and 308.4.c of the Zoning Bylaw to increase the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) and having a horizontal dimension of not more than 11 m (36.1 feet), to 110.55 m² (1,190 square feet), and to increase the maximum height of a domestic garage or shop from 5 m (16.4 feet) to 6.1 m (20 feet). 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:

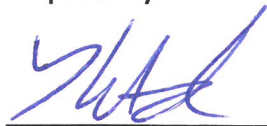
- Given the subject property's large lot area of 6.793 acres (27,490 m²), which is significantly larger than a typical residential lot, an accessory residential building with an increased height and footprint will not detract from the character or aesthetics of the site or neighbourhood more broadly;
- Given that there is significant vertical separation between the accessory residential building and the neighbouring properties, and the building is setback significantly from all property lines, it is not anticipated that the increased height and footprint of the building would negatively impact the views of neighbouring properties; and
- It is not anticipated that the proposed variances 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 123 Red Rock Crescent, Enderby BC. The applicant is seeking variances to the Zoning Bylaw in order to legalize the siting and sizing of an existing accessory residential building (shop/garage). The proposed variances include an increase to the maximum size of a domestic garage or shop from 80.3 m² (864 square feet) and having a horizontal dimension of not more than 11 m (36.1 feet), to 110.55 m² (1,190 square feet), and an increase to the maximum height of a domestic garage or shop from 5 m (16.4 feet) to 6.1 m (20 feet).

The City of Enderby Planner is supportive of the proposed variances and is recommending that Council authorize the issuance of a Development Variance Permit.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner and Deputy Corporate Officer

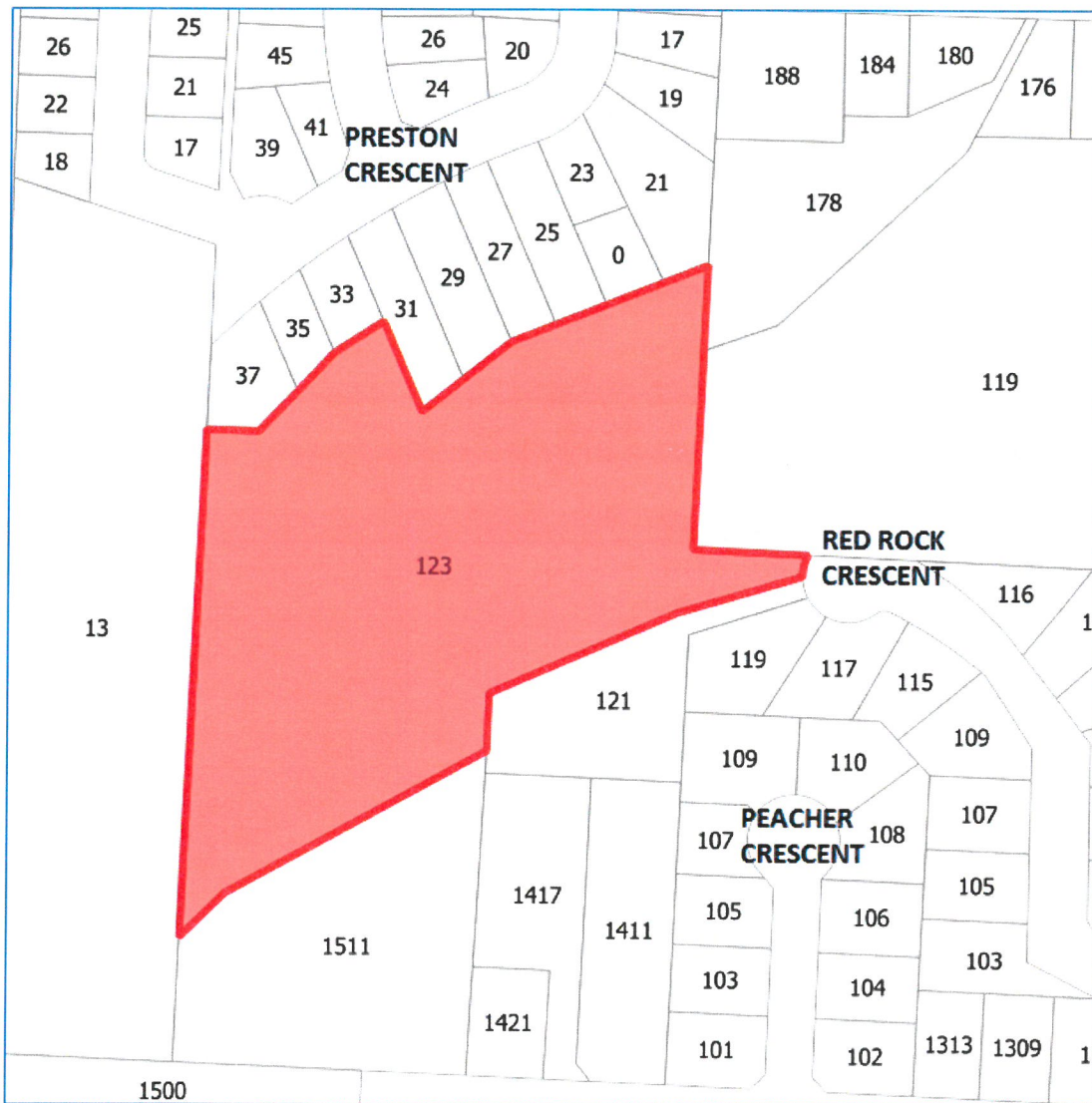
Reviewed By:



Tate Bengtson
Chief Administrative Officer

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

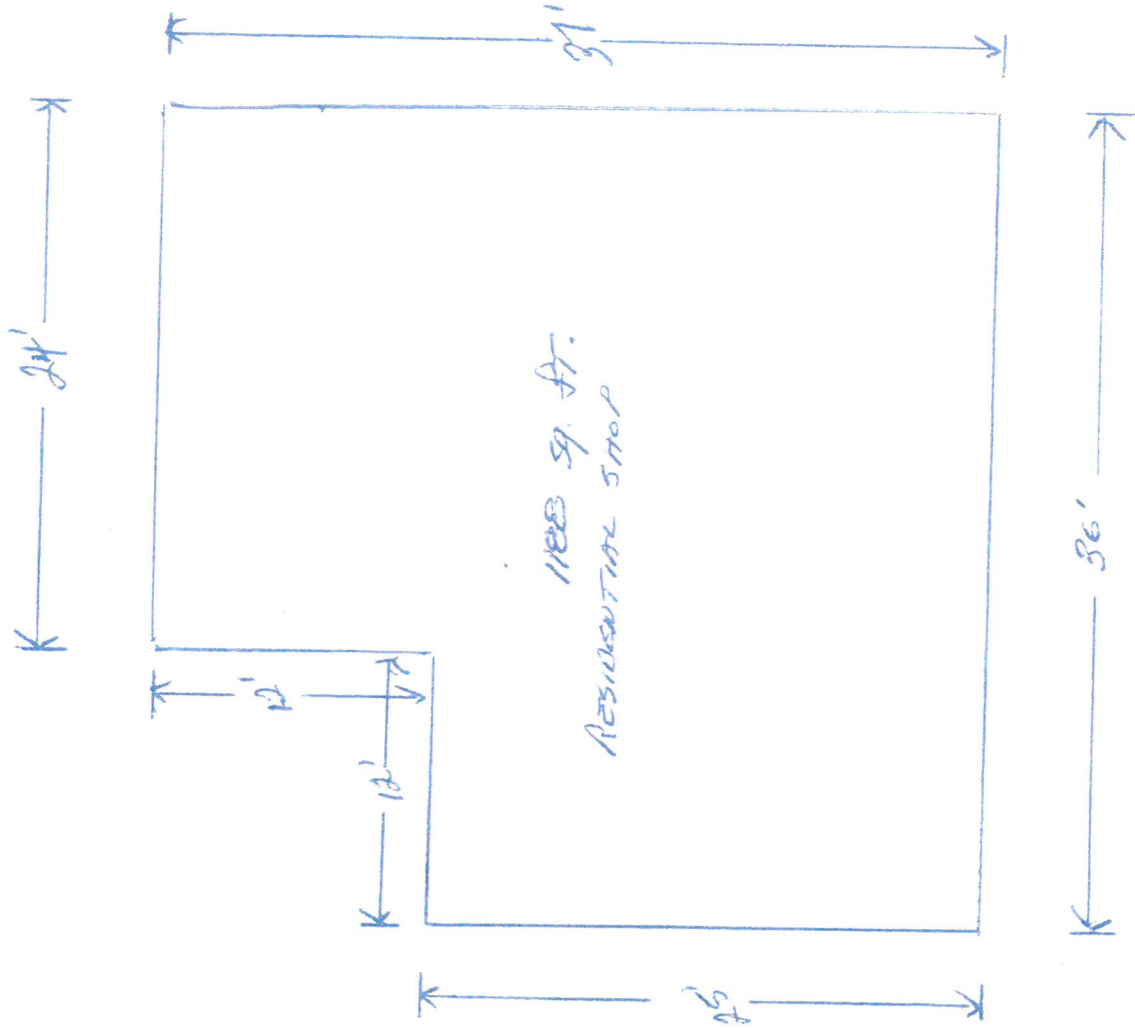
File: 0021-19-DVP-END
Applicant: Eric Borhaven
Owner: Eric and Leola Borhaven
Location: 123 Red Rock Crescent, Enderby BC



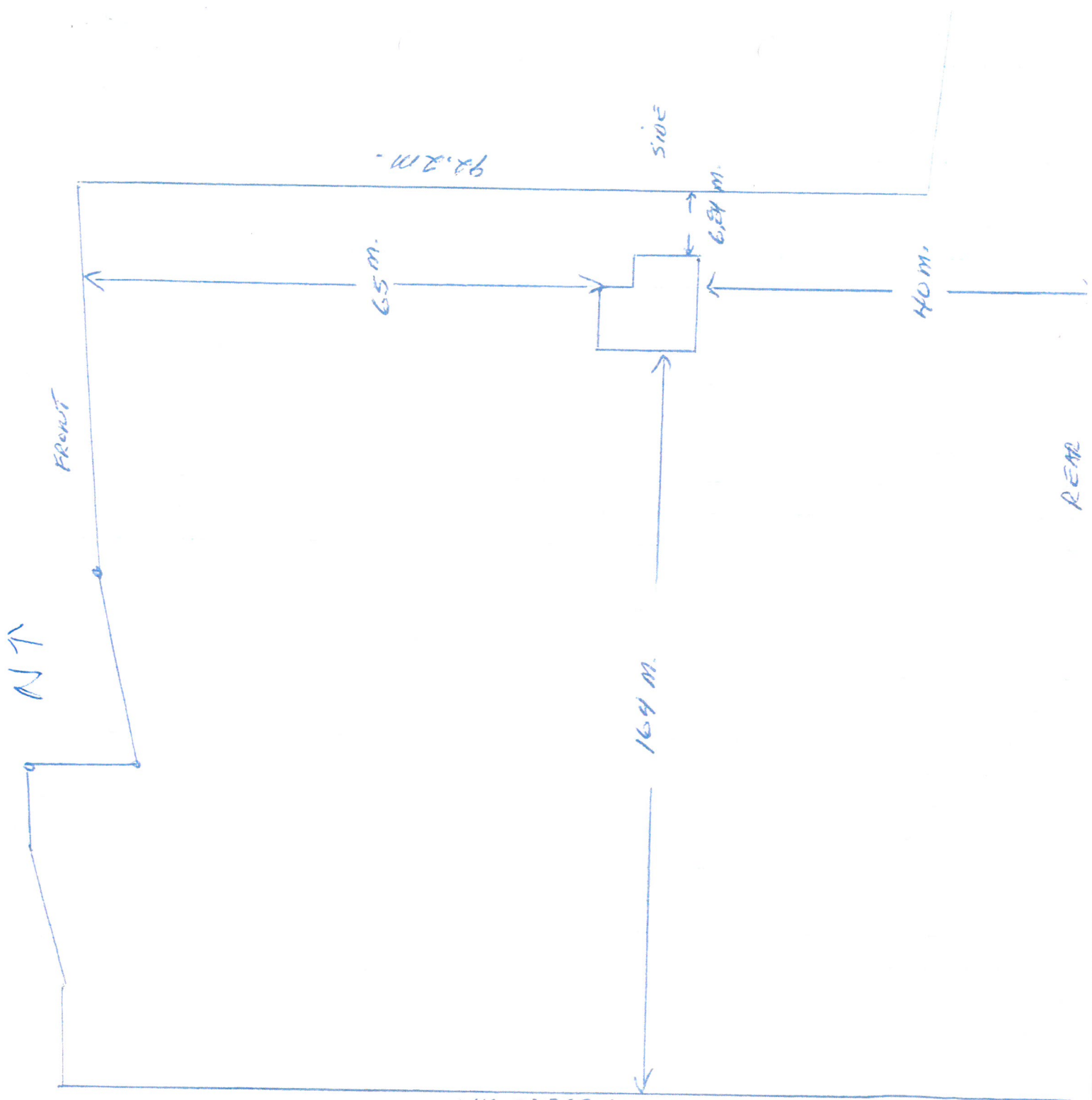
LOT 1 - SEC - 27, TWP 18, R9, W6M, K040.
Plan KAP 59880 PLO 029-859-440

ERIC AND KERRA BERTHAGEN

SHOP DIMENSIONS



Schedule "A"



ERIC / ALEGA
BORHAGEN

SID 023-859-440

123 RED ROCK CREES
RIVERBY B.C.



VERNON NORTH OKANAGAN DETACHMENT

2nd Quarter (April to June) 2019

QUARTERLY POLICING REPORT

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

Superintendent Shawna BAHER

Officer in Charge

POLICING ACTIVITY REPORT ~ 2nd Quarter 2019

All crime statistics for specific areas are featured at the end of the report. The statistics reflect monthly totals for April to June 2019 with comparisons from the previous year. This report is a synopsis of some of the recent investigations conducted by the Vernon North Okanagan Detachment and does not reflect all the tasks our police officers are working on, nor does it include information which could impact on going police investigations.

COMMUNITY EVENTS

The Vernon North Okanagan Detachment provided policing coverage at many events in our community, ensuring safe and successful events, including the popular Falkland Rodeo in May and Lumby Days in June. The Victoria Day long weekend is the unofficial start to the camping season and we deployed additional resources in partnership with Conservation officers, to the various campgrounds and forest service recreation sites throughout our area, to maintain the peace.

This year we were pleased to offer the 20th annual Constable Jean Minguy Memorial Youth Academy in May to 42 students from throughout the Okanagan (*photo*). The youth academy would not be possible without the efforts of the numerous police officers from throughout the Southeast District who offer



mentorship, guidance and act as chaperones. The youth were provided training in the areas of dress and deportment, forensic identification and law. As well, many specialized sections attended to provide displays, including North Okanagan Traffic Services, Police Dog Service and Southeast District RCMP Tactical Team.

2019 - 2022 STRATEGIC PLAN

The Vernon North Okanagan Detachment continues to focus on the priorities of Enhanced Public Safety, Community Connections and Road Safety. To support our plan, we have implemented various initiatives including prolific and priority offender management, increased police visibility, and traffic enforcement. One method used to track our performance is to compare crime statistics with the same quarter from the previous year. For the 2nd quarter of 2019, the statistics for each individual area are listed at the end of this report.

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. In January 2019, Canadian Centre of Justice Statistics (CCJS) established new clearance statuses and updated the definitions relating to the

collection of data for the Uniform Crime Reporting (UCR) survey which will have an effect on the Crime Severity Index (CSI). Founded occurrences gathered as of January 2019 include offences where it has been determined that the reported incident did occur or was attempted, or there was no credible evidence to confirm that the incident did not take place. Prior to 2019, only offences that were proven to have occurred were included in founded occurrences. This change in reporting has resulted in an increase when comparing 2019 founded occurrences with reports from previous years.

FRONT LINE POLICING

On April 2nd, multiple police officers responded to an armed robbery at a business on 27th Street in Vernon. The suspect was later arrested at a residence in a neighbouring community and remains in custody.

On May 5th, police officers set up containment in the area of Commonage Road after a vehicle failed to stop for police. The driver of the vehicle fled on foot however was safely apprehended by police. The male, who faces numerous charges, was held for court.

On May 13th, police responded to robbery at a local business on 24th Street. The male suspect fled from the scene, however was later identified and arrested by police to appear in court.

On May 15th, a man stole a dump truck and rolled it on Eastside Road, then fled on foot into the forest. Police deployed multiple resources and the suspect was tracked to Predator Ridge Golf Course. The man was arrested and held in custody to appear in court.

On May 15th, police responded to a report of multiple shots fired on 41st Avenue where a vehicle was seen leaving the area. North Rural police officers located the vehicle on Hwy 97 and arrested the male driver and female passenger.

On June 19th, multiple police officers responded to a break and enter in progress at a local business on 18th Avenue. The suspect fled the scene but was later located by police hiding at a nearby property. The suspect was taken into custody and charged with numerous offences including theft, mischief, obstruct a police officer, resist arrest, and fail to comply with recognizance conditions.

GENERAL INVESTIGATION SECTION

Serious Crime Unit

In April, SCU supported front line police with a robbery investigation where investigators obtained and executed a search warrant resulting in the arrest of one individual.

In April, SCU provided investigative oversight at a sudden death scene where the cause of death could not easily be determined. Upon conducting a thorough scene exam and autopsy with the Coroner it was determined the death was due to natural causes.

In April, SCU investigated a report of human trafficking and connected the victim with area support services as there was not enough evidence to substantiate criminal charges.

In May, SCU assumed conduct of a report of multiple shots fired where one individual was charged in connection to the offence. The investigation is on-going.

SPECIAL VICTIM UNIT

The Special Victim Unit (SVU) was created to investigate files relating to vulnerable victims of crime. The SVU is comprised of a Corporal supervisor and two Constables who are responsible for high risk investigations relating to Domestic Violence, Sex Crimes and Missing Persons.

Domestic Violence

The Domestic Violence Unit continues to monitor numerous files which are either in the court process or require a multi-agency response through the Integrated Case Assessment Team (ICAT). These files include situations where there is a high risk to the safety of the victim. During this reporting period there were four new ICAT referrals and an additional file from a previous ICAT.

In addition DVU conducted a criminal harassment investigation, assisted an outlying detachment with a sensitive investigation, conducted extensive safety planning with a victim and ICAT partners surrounding the dissolution of a relationship, and completed an extensive B-SAFER review on a high risk investigation.

Sex Crimes

In April, Sex Crimes conducted an investigation into an allegation of sexual interference involving multiple youth victims and a youth offender. The investigator obtained numerous statements and determined there was not enough evidence to substantiate a criminal charge.

In May, Sex Crimes assumed conduct of a sexual interference investigation and obtained numerous statements as well as a search warrant. The investigation continues.

In June, Sex Crimes coordinated the investigation of sexual assault regarding multiple victims where the alleged offender is a local physiotherapist. The matter is currently before the courts.

Missing Persons

On May 12th, SCU provided oversight on an allegation of parental abduction of a 3 year old to the United States. The child has since been returned to Canada under the Hague Convention.

June 12th, the biological parents of a 2 year old child failed to return the child to the Ministry of Children and Families after a court ordered visit. Police were able to locate the parents and the child was returned safely.

TARGETED POLICING

In an effort to continue to work closely with partner agencies and stakeholders, the Targeted Policing Unit met regularly with numerous partner agencies including Interagency, Outreach and Mentally Disordered Offenders.

Task Force

On April 3rd, Task Force executed a search warrant under the Controlled Drug and Substances Act at a residence on 39th Avenue in Vernon. Upon entry police located 16 people inside the residence and seized numerous street level packages of cocaine, fentanyl, methamphetamine, and other drug trafficking paraphernalia. One individual was charged in relation to drug trafficking and stolen property was recovered from the scene.

On May 2nd, Task Force conducted an investigation into a suspect believed to be trafficking drugs from his vehicle. The arrest of the male and search of the vehicle resulted in the seizure of methamphetamine, drug trafficking paraphernalia and stolen property. The matter is before the courts.

On May 3rd, Task Force completed an investigation of a suspect believed to be trafficking drugs from his vehicle. The arrest and search resulted in the seizure of numerous street level packages of cocaine, oxycodone and drug trafficking paraphernalia. The matter is before the courts.

Crime Reduction Unit (Downtown Enforcement & Prolific Offender Unit)

The Crime Reduction Unit perform a significant role in the bi-weekly comparative statistics meeting where emerging crime trends, hot spots of criminal activity, problem premises, priority prolific offenders and social chronic offenders are identified and tasks are assigned to various units to help reduce crime.

A Prolific Offender is identified as an adult or youth offender with an established pattern of persistent Criminal Code and/or Controlled Drugs and Substances Act offences, who is identified by current intelligence to be criminally active and assessed by police and partner agencies as medium to high risk to re-offend. These are offenders who are residing within our detachment area that are capable of causing a disproportionate amount of crime in the community. At the conclusion of this reporting period, there were 19 Prolific Offenders identified for monitoring in the Vernon North Okanagan. Of those, 10 are currently in custody and 9 are not in custody.

During this reporting period, the Crime Reduction Unit executed 71 arrest warrants and recommended charges on 38 files. Of those there were 17 offenders found in breach of court ordered conditions.

On May 2nd, the Crime Reduction Unit targeted a prolific offender suspected of breaching court ordered conditions. As a result, the individual was charged with three counts of fail to comply with a probation order, drive a motor vehicle while prohibited, flight from a peace officer, and dangerous operation of a motor vehicle. The offender remains in custody as this matter proceeds through the judicial process.

On May 23rd, the Crime Reduction Unit identified a male and female engaged in criminal activity throughout British Columbia who were frequenting the Vernon area. The investigation resulted in the recovery of a vehicle stolen from another jurisdiction and the arrest of the male for five outstanding warrants. The subsequent investigation resulted in police recommending an additional twenty criminal charges against the male and fifteen criminal charges against the female.

In June, the Crime Reduction Unit worked in collaboration with Task Force to conduct targeted enforcement to several problem areas. These efforts resulted in four violation tickets and one prohibited driving notice being issued, numerous checks of offenders on curfew, and the arrest of 14 individuals. Ten of these individuals were held in custody for numerous offences including utter threats, theft, breach of court imposed conditions, prohibited driving, possession of stolen property and drug trafficking were addressed.

NORTH RURAL FRONT LINE POLICING

Armstrong

On April 16th, police investigated the threat of violence to a local government official resulting in the arrest of an Armstrong male. The matter is before the courts.

On May 21st, multiple police officers responded to a robbery at a local business. A male suspect entered the business wearing a disguise and attempted to steal an undisclosed amount of cash. The suspect fled on foot and despite numerous patrols police were unable to locate the person responsible. The file is still under investigation.

On June 3rd, police responded to a break and enter at the compound of a local business. An unidentified suspect cut the gate lock and stole numerous items. No suspects have been identified and the file is still under investigation.

Enderby

On April 1st, police responded to a vehicle fire in Grindrod where the investigation revealed the vehicle was stolen from a neighbouring community. There were no suspects identified.

On April 23rd, police investigated the theft of music equipment from a vehicle. There were no suspect identified and the file remains under investigation.

On May 9th, police recovered a motorcycle stolen a month earlier from a neighbouring community. The motorcycle, which had been painted to change the appearance, was found abandoned. There were no suspects identified and the motorcycle was reunited with its' owner.

On May 26th, a couple in a verbal argument on the side of the Hwy 97B drew the attention of police and upon learning the identity of the two individuals, it was discovered the male was bound by a court order to have no contact with the female. In addition the male had two outstanding arrest warrants.

On May 27th, police officers conducted a check stop on George Street which resulted in three violation tickets, the arrest of a male on an outstanding warrant and a charge of drive while prohibited.

On June 17th, multiple police officers responded to a robbery at a business on Cliff Avenue. A male suspect entered the business, demanded money from the employee then fled on foot. Following numerous avenues of investigation, police were able to positively identify the male suspect who was arrested for robbery. The matter is currently before the courts.

Falkland

On May 21st, police attended to a break and enter to a shop at a rural property on Chase Falkland Road where numerous items, including a Harley Davidson motorcycle, were stolen. No suspect were identified and the investigation continues.

On May 28th, police attended to a break, enter and mischief to a residence on Bolean Lake Road. The incident is still under investigation.

On June 9th, a motorcycle traveling east on Hwy 97 passed a transport truck and then veered off road. The male driver of the motorcycle was injured and was transported to hospital by ambulance. The incident remains under investigation as police attempt to determine the cause.

Lumby

On April 28th, a person was fishing at Bardoff Lake and returned to his vehicle to find all his fishing tackle stolen. No suspects or witnesses were seen in the area.

On May 15th, police observed a male standing next to a female on Catt Avenue. When police stopped to speak with the couple, it was learned the male was on court order conditions not to have contact with the female. The male was arrested and the matter is before the court.

On June 17th, a logging truck rolled over on Hwy 6 after it entered a curve in the road, crossed the centre line into the oncoming lane, and rolled onto the driver's side. Police attended and located the male driver and female passenger who sustained minor injuries. The driver was charged under the Motor Vehicle Act.

Spallumcheen

On April 29th, police assisted the Fire Department with a structure fire on McLeery Road. Investigators determined the fire was not suspicious.

On May 9th, the theft of a travel trailer from St Anne's Road was reported to police. No suspects were identified and the trailer remains outstanding.

On June 6th, police responded to a single vehicle collision on Otter Lake Cross Road which resulted in the driver being issued a 24-hour driving suspension for drugs.

On June 27th, police responded to a vehicle fire on Knob Hill Road where the fire had spread to a nearby structure on the property. The investigator determined the fire was not suspicious.

Westside

On April 15th, police officers responded to a neighbourhood dispute which resulted in one person being assaulted. Police arrested one male who is facing numerous charges. The matter is before the courts.

NORTH RURAL GENERAL INVESTIGATION SECTION

In April, Rural GIS attended to a residential fire in Enderby to conduct a Fire Scene examination. Investigators determined there was no criminal involvement and the file is concluded.

In May, Rural GIS was called to a residential fire scene in Vernon Rural to conduct a Fire Scene examination. The fire was determined to be accidental and the file is concluded.

In June, Rural GIS provided to assistance to front line officers with a high risk missing youth. The youth was located safe and returned home to the caregiver.

TRAFFIC ENFORCEMENT

North Rural

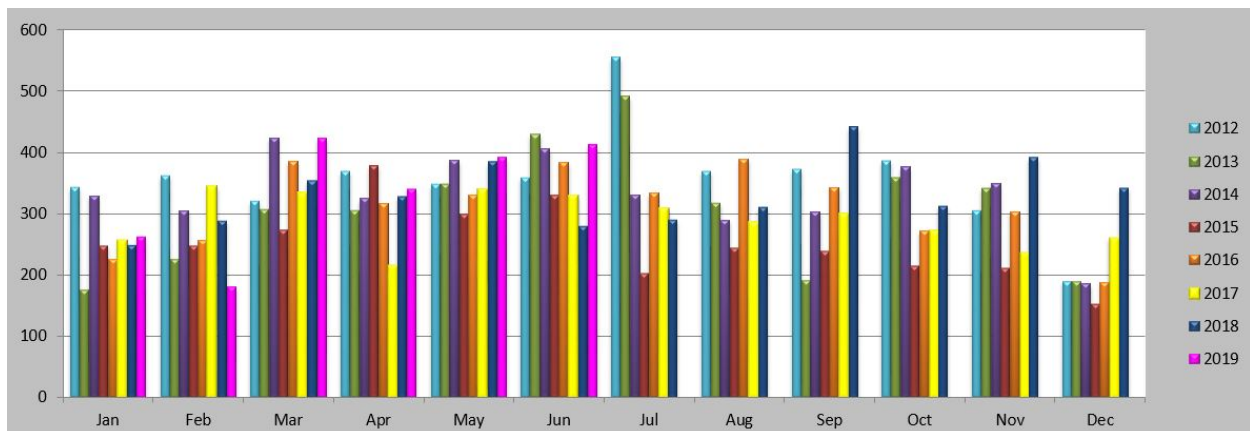
- Road Check Stops: 7
- Impaired Drivers taken off the road by way of suspension or charge: 19
- Distracted Driver Charge: 0

Area	Violation Ticket	Warning
Armstrong	62	30
Enderby	38	17
Falkland	24	8
Lumby	41	9
Spallumcheen	29	21
Westside	10	7

Vernon/Coldstream

- Road Check Stops: 6
- Impaired Drivers taken off the road by way of suspension or charge: 42
- Distracted Driver Charge: 8

Area	Violation Ticket	Warning
Vernon	670	210
Coldstream	105	73
Vernon Rural	50	13



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

FORENSIC IDENTIFICATION SECTION

The Vernon North Okanagan Forensic Identification Section currently has three members in rotation with the arrival of the FIS Supervisor, Sgt Hoffman. During the 2nd Quarter of 2019, a total of 21 individuals were identified on 29 files through fingerprints or other types of physical evidence.

Call for Service	Vernon/Coldstream	North Rural
Break and Enter	9	3
Drugs	4	0
Theft from Vehicle	6	0
Theft of Vehicle	11	7
Mischief	1	0
Possession of Stolen Property	3	0
Attempt Murder	1	0
Arson	3	0
Theft Under	4	1
Robbery	1	4
Other Criminal Code	1	1
Total	44	18

*Vernon FIS Calls for Service encompass Vernon, Vernon Rural and Coldstream.
The North Rural calls for service include Armstrong, Enderby, Falkland, Lumby & Westside.*

POLICE DOG SERVICE



After many years of service, PDS Cain earned a well-deserved retirement (*photo*). One of PDS Cain's last assignments was in April where he assisted on the execution of a search warrant under the Controlled Drug and Substances Act.

In May, we were pleased to welcome PDS Jagger to detachment who has had a very successful first couple of months with his handler.

On May 15th, PDS Jagger assisted in the apprehension of a suspect who had stolen a dump truck and crashed it on Eastside Road in Vernon.

On May 17th, PSD Jagger located a suspect hiding in a building after breaking into a storage compound on 43rd Street in Vernon.

On June 1st, PSD Jagger located an individual wanted on warrants. The male attempted to evade police by hiding in a bush area near the Shuswap River in Enderby.

On June 8th, while conducting a search of a compound, PSD Jagger located evidence connecting a suspect to a robbery at a business in Enderby.

On June 19th, PSD Jagger located a suspect who had fled from police after exiting a stolen vehicle. The suspect was located hiding in the basement of a business under a pile of clothing.

RESERVE CONSTABLE PROGRAM

There are currently 7 Reserve Constables who provide a variety of functions to the Vernon North Okanagan. These experienced police officers provide assistance with in house training, conduct traffic enforcement, provide coverage for personnel shortages in front line policing and FIS, and conduct crime scene security.

AREA	PATROLS	VIOLATION TICKET	WARNING
Vernon	24	223	68
Coldstream	22	72	39
Total	46	295	107

SCHOOL RESOURCE OFFICER

After four years as the School Resource Officer, Cst. Dan Cocks will be returning to a position with front line policing. Each year, Cst. Cocks has been instrumental in organizing the Youth Academy and connecting with the students he meets during the course of his duties. It will take a special person to fill the vacancy and an application process is underway to identify a new candidate for September.

COMMUNITY POLICING

Community Safety Office

With 20 volunteers, the Community Safety Office donated 811.25 hours of their time in order to field 375 phone calls and greet 1,063 clients who attended the office. Fifty-four complaints received were forwarded to police for action. The Community Safety Office participated in many events this quarter including Cram the Cruiser, the Sunshine Festival, Bike to Work week, Community Clean-up and two bike rodeos were organized for elementary aged children.

Vernon RCMP Volunteers

The RCMP Volunteers have 49 participants who donated 1,292 hours of service to Vernon. These activities include 10 Lock-out Auto Crime events and the Vernon Boat Show. As well, the volunteers patrolled 4,890 kilometers, checked 8,297 licence plates, wrote 56 notices for expired insurance and recovered one stolen vehicle. Speed Watch was equally busy with 49 operations totalling 151 hours which slowed down 13,633 vehicles. As boating season has now begun, the volunteers spent 35 hours at the boat launch to conduct 106 pre-checks of vessels for invasive mussels. Not to be left out, neighbours have come together to form 79 Block Watch groups which represents 1,926 homes and 3338 residents.

HUMAN RESOURCES

Nationally, RCMP members voted to certify the National Police Federation (NPF) as their bargaining agent for police officers below the rank of Inspector. The NPF intends to immediately serve Treasury Board Canada with a notice to bargain. As a result of this collective bargaining process, local governments should be aware that policing costs will likely rise with annual pay increases and retroactive pay compensation. There has been no time line provided with regards to this process.

Established Levels

Vernon North Okanagan Detachment is currently at 101 Regular Members: 56 City of Vernon; 30 Provincial; 4 City of Armstrong; 7 District of Coldstream; 3 Township of Spallumcheen & 1 Splots'in First Nation.

Funded Levels

As of June 30th 2019, the Vernon North Okanagan Detachment billed 55.91 City of Vernon; 24.38 Provincial; 3.92 City of Armstrong; 6.68 District of Coldstream; 2.97 Township of Spallumcheen and 0 Splots'in First Nation.

2nd Quarter Statistics – City of Vernon

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	1377	1389	1521	1683	1454	1570
Robbery	2	2	1	1	-	3
Assault (Includes DV)	29	43	32	44	32	68
Domestic Violence	13	6	7	7	5	14
Sex Offence	1	4	3	12	2	4
B&E Residence	5	19	6	9	15	14
B&E Commercial	11	4	15	15	9	8
Theft of Vehicle	9	14	21	9	8	14
Theft From Vehicle	53	71	62	107	52	87
Theft Over \$5000	1	3	2	4	5	1
Theft Under \$5000	57	108	76	136	71	99
Drug Offence	34	28	15	57	21	56
Liquor Offences	21	20	37	37	42	31
Impaired Driving	8	18	5	21	9	16
24 Hour Driving Suspension	4	2	5	1	4	6
Motor Vehicle Accidents	38	19	37	20	38	20

The increase in property offences is attributed to the public having been requested to report property crimes, even if it is a minimal amount, so police have the ability to track crimes. It is also attributed to an increase in thefts from Motor vehicles, bicycles and propane tanks throughout Vernon.

“B&E commercial” includes the theft from outside compounds attached to businesses; for example someone climbing a fence and taking a jerry can would classify as a Break and Enter business.

As per the request from City of Vernon Council, RCMP have now introduced a keyword to be included in files for Street Entrenched Policing Target Analysis (SEPTA) in an effort to track crimes associated to street entrenched incidents involving crime. Prior to this request no viable means existed to provide this data.

2nd Quarter Statistics – Vernon Rural

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	106	111	148	114	132	112
Robbery	1	-	-	-	-	-
Assault (Includes DV)	1	3	1	1	2	6
Domestic Violence	1	2	1	1	2	3
Sex Offence	1	-	-	-	1	-
B&E Residence	2	-	-	1	-	3
B&E Commercial	2	1	2	1	6	1
Theft of Vehicle	1	1	2	1	4	1
Theft From Vehicle	4	10	4	6	10	3
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	5	7	2	5	10
Drug Offence	-	1	1	1	-	1
Liquor Offences	-	-	1	4	1	1
Impaired Driving	-	-	1	2	-	-
24 Hour Driving Suspension	1	-	-	-	-	-
Motor Vehicle Accidents	2	1	11	3	4	4

2nd Quarter Statistics – District of Coldstream

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	97	95	137	102	135	138
Robbery	-	-	-	-	-	-
Assault (Includes DV)	3	1	2	4	2	2
Domestic Violence	2	1	-	1	-	-
Sex Offence	1	-	1	1	1	-
B&E Residence	1	-	-	1	2	1
B&E Commercial	2	2	-	-	1	-
Theft of Vehicle	-	1	-	2	1	2
Theft From Vehicle	7	8	11	6	14	13
Theft Over \$5000	1	-	-	-	1	-
Theft Under \$5000	3	2	4	7	3	8
Drug Offence	-	1	3	-	-	2
Liquor Offences	1	1	6	3	2	4
Impaired Driving	-	2	1	1	1	2
24 Hour Driving Suspension	1	-	-	-	-	-
Motor Vehicle Accidents	4	1	5	1	7	1

2nd Quarter Statistics – City of Armstrong NR4100 and NR4101

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	68	98	123	94	99	96
Robbery	-	-	-	1	1	2
Assault (includes DV)	1	2	3	-	1	4
Domestic Violence	1	-	2	-	-	2
Sex Offence	-	-	-	-	-	-
B&E Residence	-	1	-	-	-	-
B&E Commercial	-	-	-	-	-	4
Theft of Vehicle	-	-	1	-	-	1
Theft From Vehicle	3	3	6	1	1	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	2	3	2	9	4
Drug Offence	-	-	1	-	1	-
Liquor Offences	1	2	2	-	3	1
Impaired Driving	2	-	1	1	-	1
24 Hour Driving Suspension	-	-	-	-	1	-
Motor Vehicle Accidents	1	2	4	1	3	1

2nd Quarter Statistics – Spallumcheen NR4200

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	68	89	106	131	96	97
Robbery	-	-	1	-	1	-
Assault (Includes DV)	1	1	1	3	7	2
Domestic Violence	1	-	-	2	1	1
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	1
B&E Commercial	-	1	-	2	2	-
Theft of Vehicle	-	1	-	-	4	1
Theft From Vehicle	-	2	-	3	1	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	3	4	2	3	3
Drug Offence	-	-	-	-	-	-
Liquor Offences	1	1	-	2	-	1
Impaired Driving	-	-	1	-	1	-
24 Hour Driving Suspension	-	-	2	-	-	-
Motor Vehicle Accidents	4	1	3	3	5	4

2nd Quarter Statistics – City of Enderby NR1200 and NR1201

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	76	68	72	109	103	191
Robbery	-	-	-	-	-	3
Assault (Includes DV)	3	2	2	3	2	5
Domestic Violence	-	-	1	1	-	-
Sex Offence	-	-	-	1	-	-
B&E Residence	1	1	-	1	-	1
B&E Commercial	-	-	-	-	-	3
Theft of Vehicle	4	2	-	-	-	1
Theft From Vehicle	1	2	-	4	2	9
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	-	2	7	3	17
Drug Offence	1	-	-	-	-	-
Liquor Offences	5	2	5	4	6	5
Impaired Driving	-	1	-	-	-	1
24 Hour Driving Suspension	1	-	-	-	-	-
Motor Vehicle Accidents	-	1	1	-	5	1

2nd Quarter Statistics – Enderby Rural NR1202 to NR1204

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	86	50	82	68	83	55
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	3	2	2	2	1
Domestic Violence	2	2	-	-	1	-
Sex Offence	-	-	2	-	-	-
B&E Residence	1	1	-	-	-	1
B&E Commercial	1	-	-	-	-	-
Theft of Vehicle	2	-	-	2	1	1
Theft From Vehicle	-	-	1	-	1	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	2	1	1	1	2
Drug Offence	2	1	-	-	1	-
Liquor Offences	-	-	-	2	1	-
Impaired Driving	-	-	2	1	-	1
24 Hour Driving Suspension	2	-	-	-	-	-
Motor Vehicle Accidents	6	1	3	1	6	1

2nd Quarter Statistics – Village of Falkland NR1300 and NR1301

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	10	10	26	28	14	11
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	2	-	1	-	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	1	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	2	-	-
Impaired Driving	-	-	-	1	-	-
24 Hour Driving Suspension	-	-	-	1	-	-
Motor Vehicle Accidents	-	-	-	-	-	-

2nd Quarter Statistics – Falkland Rural NR1302 and NR1303

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	45	29	50	44	48	45
Robbery	-	-	-	1	-	-
Assault (Includes DV)	2	-	2	-	1	-
Domestic Violence	-	-	1	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	1	-	2	-	2
B&E Commercial	-	-	-	-	1	-
Theft of Vehicle	-	2	3	1	-	1
Theft From Vehicle	-	-	1	1	1	1
Theft Over \$5000	-	-	-	1	-	1
Theft Under \$5000	-	-	-	-	2	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	1	-	-	-	1
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	-	1	2	-	3	1

2nd Quarter Statistics – Village of Lumby NR1400 and NR1401

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	33	24	45	46	61	48
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	-	1	-	3	1
Domestic Violence	1	-	-	-	2	-
Sex Offence	1	-	-	-	-	-
B&E Residence	-	2	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	2	1	-	-	-
Theft From Vehicle	-	-	1	1	-	3
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	4	-	2	2
Drug Offence	-	-	-	-	-	-
Liquor Offences	1	-	-	1	-	4
Impaired Driving	-	1	-	-	-	-
24 Hour Driving Suspension	-	1	-	1	-	-
Motor Vehicle Accidents	3	1	1	2	-	-

2nd Quarter Statistics – Lumby Rural NR1402 and NR1403

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	36	49	61	53	34	47
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	-	2	-	-	-
Domestic Violence	1	-	1	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	2	-	2	1	1	-
Theft From Vehicle	1	-	1	1	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	1	-	1	-	2
Drug Offence	-	-	3	-	-	-
Liquor Offences	1	-	3	1	-	-
Impaired Driving	-	1	-	1	1	2
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	3	-	5	1	2	1

2nd Quarter Statistics – OKIB NR8000, NR8001, NR8101, NR8102

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	29	48	44	38	33	59
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	3	6	1	-	1
Domestic Violence	1	-	3	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	1	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	1	-	-	-	-	-
Theft From Vehicle	-	-	1	1	-	-
Theft Over \$5000	-	-	-	-	-	1
Theft Under \$5000	1	-	3	-	1	1
Drug Offence	1	-	-	1	-	-
Liquor Offences	1	1	1	-	-	2
Impaired Driving	-	1	-	-	1	1
24 Hour Driving Suspension	-	-	-	-	1	1
Motor Vehicle Accidents	1	-	2	-	2	3

2nd Quarter Statistics – Splatsin NR8100 and NR8200

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	19	21	18	28	22	50
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	-	3	-	1
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	-	-	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	-	1	-	2	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	1	-
Impaired Driving	-	-	-	1	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	1	-	1	-	1	-

2nd Quarter Statistics – Vernon Rural (Westside Rd) NR1000

ACTIVITY TYPE	Apr 2018	Apr 2019	May 2018	May 2019	Jun 2018	Jun 2019
Total Files	55	26	79	26	81	55
Robbery	-	1	-	1	-	1
Assault (Includes DV)	-	1	1	-	1	3
Domestic Violence	-	1	1	1	-	1
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	1	1	-	1
Theft From Vehicle	-	1	1	1	-	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	1	-	-	1	1	1
Drug Offence	-	-	1	-	-	-
Liquor Offences	1	-	1	-	-	-
Impaired Driving	-	-	-	-	-	1
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	2	-	5	-	2	1

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2019 Month: 07

Folder Type	2019/07		2018/07		2019 to 07		2018 to 07					
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created				
ACCESSORY BUILDING	0	0	0	0	0	0	0	0				
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0				
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0				
DEMOLITION	0	0	0	0	0	0	0	0				
END - ACCESSORY BUILDING	0	0	0	0	0	0	1	0				
END - COMMERCIAL BUILDING	0	0	0	0	1	95,000	1	0				
END - DEMOLITION	0	0	0	1	2	15,000	1	0				
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0				
END - MODULAR HOME	0	0	0	1	0	14,000	0	0				
END - MULTI FAMILY DWELLING	0	0	0	1	0	2,000	1	0				
END - SIGN	0	0	0	0	1	0	0	0				
END - SINGLE FAMILY DWELLING	1	0	1,001	1	2	10,000	8	2				
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	0	0				
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0				
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	0	0	0	0	0	0				
Report Totals	1	0	1,001	4	0	26,000	6	0	656,001	14	3	1,780,318

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: August 6, 2019
Subject: Drinking Water Annual Report 2018

RECOMMENDATION

THAT Council receives and files the Drinking Water Annual Report 2018.

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 2018, the total water distributed from the City of Enderby Water Treatment Plant was 471,563 m³. The maximum one-day demand was on July 29, 2018 at 3,064 m³.
- In 2018, the City of Enderby spent \$990,169 to operate and maintain the community drinking water system, of which capital investment represents 51%.
- The total replacement value for the water distribution system (such as pipes and pumps) is \$18,920,447. As of December 31, 2018, the total depreciation is \$8,398,400. The total replacement value for the City of Enderby water treatment system (such as buildings, clarifier, chlorinators, and ultraviolet bank) is \$3,591,653. As of December 31, 2018, the total depreciation is \$1,496,692. In 2018, \$224,693 was contributed to the City of Enderby water reserve fund and \$452,056 was withdrawn. The balance of the water reserve fund as of December 31, 2018 is \$322,314.
- 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.
- The major project undertaken in 2018 was renewal of completion of the water distribution infrastructure on Salmon Arm Drive. Planning for an expansion of the Water Treatment Plant is continuing.

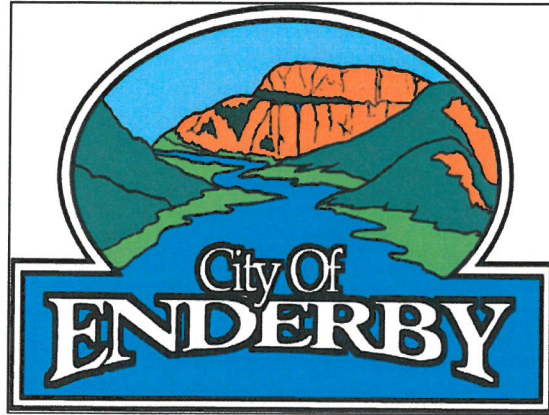
- The City's Drinking Water Emergency Plan was updated in May 2018. It was most recently updated on June 10, 2019 to make changes to the contact directory.

This report has been submitted to the Interior Health Drinking Water Officer responsible for the City of Enderby water system. Once Council receives the Drinking Water Annual Report for 2018, it will be posted to the City of Enderby website.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



DRINKING WATER ANNUAL REPORT 2018



July 12, 2019

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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 2018, the total water distributed from the City of Enderby Water Treatment Plant was 471,563 m³. The maximum one-day demand was on July 29, 2018 at 3,064 m³.

In 2018, the City of Enderby spent \$990,169 to operate and maintain the community drinking water system, whereas in 2017 the City spent \$889,895. Capital investment represents 51% of the total expended by the City of Enderby in 2018.

The total replacement value for the water distribution system (such as pipes and pumps) is \$18,920,447. As of December 31, 2018, the total depreciation is \$8,398,400. The total replacement value for the City of Enderby water treatment system (such as buildings, clarifier, chlorinators, and ultraviolet bank) is \$3,591,653. As of December 31, 2018, the total depreciation is \$1,496,692. In 2018, \$224,693 was contributed to the City of Enderby water reserve fund and \$452,056 was withdrawn. The balance of the water reserve fund as of December 31, 2018 is \$322,314.

The major project undertaken in 2018 was renewal of completion of the water distribution infrastructure on Salmon Arm Drive. Planning for an expansion of the Water Treatment Plant is continuing.

The City continues its monitoring program and nothing of concern was discovered in the drinking water system in 2017. On August 18, 2019, there was a pump failure compounded by a communications failure that resulted in an unexpected loss of water to a significant part of the community once lower reservoir levels were depleted, but the problem was diagnosed and water service restored within hours.

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 increase compliance with its Cross Connection Control program in 2019 and will use a risk-based approach.

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 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 2018.

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, most of which involve chemical and microbiological contaminants that may be introduced at the source or intake, during treatment, or during distribution. The City observes a robust water quality monitoring regime and uses multi-barrier treatment to manage these threats and protect the public. The City has an up-to-date Drinking Water Emergency Response Plan and has recently completed a Source Protection Plan for both of its sources.

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).

The total amount of pipe in the distribution system is 30,962 meters. There are booster stations by the Bawtree Bridge, at the bottom of Gunter-Ellison Road, and between the upper and lower reservoirs.

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.

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 and reduces available production time. The ultimate source capacity, with infrastructure investment, operational changes, and assuming the capability to run 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.

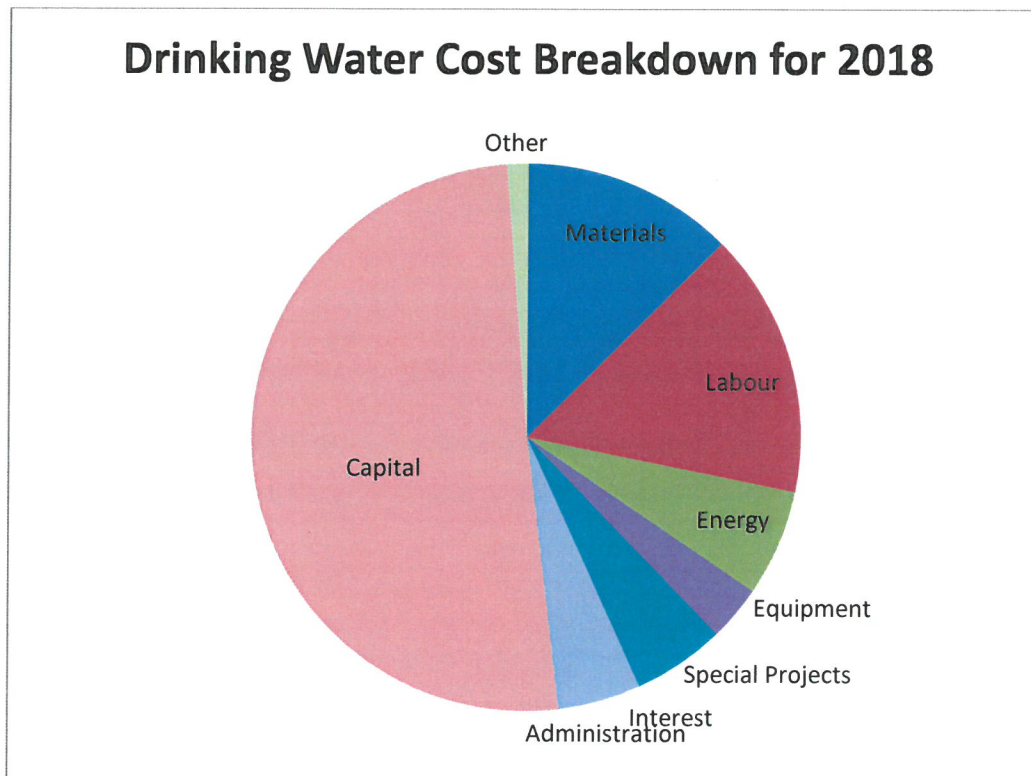
In 2018, the total water distributed from the City of Enderby Water Treatment Plant was 471,563 m³. The maximum one-day demand was on July 29, 2018 at 3,064 m³. By contrast, in 2017, the total water distributed from the Water Treatment Plant was 554,558 m³ and the maximum one-day demand was on August 24 at 3,209 m³.

The following chart shows maximum and average daily demands from the Water Treatment Plant by month for 2017 and 2018. 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.

Month	2017 Max. Daily Demand (m ³)	2017 Avg. Daily Demand (m ³)	2018 Max. Daily Demand (m ³)	2018 Avg. Daily Demand (m ³)
January	1944	1452	1722	1044
February	2314	1803	1169	969
March	1731	1413	1171	1007
April	1445	1137	1326	1092
May	1638	1070	2334	1547
June	2304	1616	2693	1726
July	3131	2478	3064	1999
August	3209	2535	2635	1895
September	2836	1970	1586	1180
October	1554	1045	1352	979
November	1023	844	1362	941
December	1075	879	1208	989

Drinking Water Cost Breakdown

In 2018, the City of Enderby spent \$990,169 to operate and maintain the community drinking water system, whereas in 2017 the City spent \$889,895. Capital investment represents 51% of the total expended by the City of Enderby in 2018. The costs by expense category are:



The following chart describes the dollar value associated with each expense category and compares the values to 2017:

Category	2017 Value	2018 Value
Materials	142,397	123,816
Labour	167,193	155,237
Energy	64,783	62,335
Equipment	22,534	32,453
Special Projects	7,538	53,783
Interest	10,446	-
Administration	46,582	48,760
Capital	415,068	501,772
Other	13,354	12,033
Total	889,895	990,169

Interest expenses have declined as the City has paid down its debt associated with the water utility.

Water System Assessment and Infrastructure Deficit

The total replacement value for the water distribution system (such as pipes and pumps) is \$18,920,447. As of December 31, 2018, the total depreciation is \$8,398,400.

The total replacement value for the City of Enderby water treatment system (such as buildings, clarifier, chlorinators, and ultraviolet bank) is \$3,591,653. As of December 31, 2018, the total depreciation is \$1,496,692.

In 2018, \$224,693 was contributed to the City of Enderby water reserve fund and \$452,056 was withdrawn. The balance of the water reserve fund as of December 31, 2018 is \$322,314.

The City invested \$501,722 into capital assets during 2018.

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. The anticipated 2019 contribution to water reserves is 229,330.

Completed Major Projects and Forthcoming Major Projects

There were a number of major water projects completed in 2018:

1. Salmon Arm Drive water distribution system upgrades (completed).
2. Shuswap River water main crossing renewal (in progress).
3. Groundwater license for the Shuswap Well (water license no. 500146 issued on May 23, 2018).

Major Events

On August 18, 2019, there was a pump failure compounded by a communications failure that resulted in an unexpected loss of water to a significant part of the community once lower reservoir levels were depleted. The problem was diagnosed and water service restored within hours.

Water Quality Monitoring

Daily samples are collected at the Shuswap Well and River 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 throughout the distribution system. Chlorine residuals were above the minimum threshold for all sample locations and dates.

At least once per month, samples are collected at 10 monitoring stations within the distribution system for microbiological testing. No Coliforms or E. Coli were detected at any of the sample points within the distribution system.

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 0.00734 to 0.0548 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. As comprehensive tests were performed on both sources in 2017, a comprehensive test was only performed on the Shuswap River in 2018.

Test	Result
Chloride	0.37
Fluoride	<0.10
Nitrate (as N)	<0.010
Nitrite (as N)	<0.010
Sulfate	5.3

Test	Result
Temperature, at pH	22.2
Colour, True	<5.0
Alkalinity, Total (as CaCO ₃)	40.5
Alkalinity, Phenolphthalein (as CaCO ₃)	<1.0
Alkalinity, Bicarbonate (as CaCO ₃)	40.5
Alkalinity, Carbonate (as CaCO ₃)	<1.0
Alkalinity, Hydroxide (as CaCO ₃)	<1.0
Cyanide, Total	<0.0020
Turbidity	0.84
pH	7.29
Conductivity (EC)	89.5
Langelier Index	-1.3
Hardness, Total (as CaCO ₃)	54.4
Solids, Total Dissolved (calc)	53.1
Aluminum, total	0.104
Antimony, total	<0.00020
Arsenic, total	<0.00050
Barium, total	0.0121
Boron, total	0.0094
Cadmium, total	0.000012
Calcium, total	18.1
Chromium, total	0.00181
Cobalt, total	<0.00010
Copper, total	0.00465
Iron, total	0.144
Lead, total	0.00032
Magnesium, total	2.2
Manganese, total	0.00647
Mercury, total	<0.000010
Molybdenum, total	0.00087
Nickel, total	0.00082
Potassium, total	0.96
Selenium, total	<0.00050
Sodium, total	1.35
Strontium, total	0.0786
Uranium, total	0.000389
Zinc, total	0.0076
Coliforms, Total	96
Background Colonies	> 200
E. coli	16
EPHw10-19	<250
EPHw19-32	<250

Test	Result
LEPHw	<250
HEPHw	<250
Acenaphthene	<0.050
Acenaphthylene	<0.200
Acridine	<0.050
Anthracene	<0.010
Benz(a)anthracene	<0.010
Benzo(a)pyrene	<0.010
Benzo(b+j)fluoranthene	<0.050
Benzo(g,h,i)perylene	<0.050
Benzo(k)fluoranthene	<0.050
2-Chloronaphthalene	<0.100
Chrysene	<0.050
Dibenz(a,h)anthracene	<0.010
Fluoranthene	<0.030
Fluorene	<0.050
Indeno(1,2,3-cd)pyrene	<0.050
1-Methylnaphthalene	<0.100
2-Methylnaphthalene	<0.100
Naphthalene	<0.200
Phenanthrene	<0.100
Pyrene	<0.020
Quinoline	<0.050

Environmental Operators Certification

City of Enderby operators are progressing in obtaining their EOCP certifications. Interior Health requires that the City has a 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 2018, City of Enderby employed the following operators:

Name	Title	Water Treatment
Clayton Castle	Lead Hand	Level II
Desiree Vetter	Systems Operator I	Level I
Jamie Prevost	Utility Worker III	
Ray Brown	Utility Worker III	Level I
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, 2018, 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 increase compliance with its Cross Connection Control program in 2019, and will follow a risk-based approach focusing 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 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 May 2018. It was also updated on January 13, 2019 and again on June 10, 2019.

Agenda



ENDERBY LIONS CLUB
BOX 228
ENDERBY, BRITISH COLUMBIA
CANADA
V0E 1V0

Susan Brown, CEO
Corporate Administration
505 Doyle, Kelowna, BC, V1Y0C5

June 9, 2019

Dear Madam:

This letter is in regard to the potential move of the Lions Vision Centre in Armstrong to the Vernon Jubilee Hospital.

The Lions Clubs of the area have sought the assistance of a lawyer in order to prevent this move.

This is a World class clinic with the latest equipment due in large to the financial support of many community groups over the last 20 years. It maintains a high level of efficiency due in part to the situation of having a dedicated staff. (As compared to having a rotating staff) A move to a large, busy, multi service hospital would eliminate this efficiency, and it would become one of the competing services in the hospital. The wait time for eye surgery would increase.

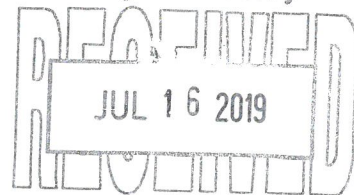
This letter is intended to inform you there may be legal ramifications, particularly in relation to trust funds if this move should proceed. We are very serious about keeping this clinic in Armstrong and we wish to let you know our present position.

Sincerely 

Dianne Boyd, President, Armstrong Lions Club
Dennis Morgan, President, Enderby and District Lions Club

Cc
Richard Harding, Acute Health Service Administrator
Greg Kylo, Eric Foster
Morning Star
Advertiser
Mayors, Chris Piper, Armstrong: Greg McClune. Enderby
Marj Bailey, President, Armstrong, Spallumcheen Health Auxillary
Rona Martin, Chairperson, North Okanagan, Columbia Shuswap Regional Hospital
Lions Clubs of Okanagan Valley

Corporation of The
City of Enderby





ENDERBY LIONS CLUB
BOX 228
ENDERBY, BRITISH COLUMBIA
CANADA
V0E 1V0

Agenda

Vernon Jubilee Hospital Foundation
Shuswap lake Hospital Foundation

Dear Sirs/Mesdames:

Over the last 20 years, The Lions clubs and other groups have thrown their support behind the Lions Vision centre in Armstrong. The centre provides the people of the North Okanagan Health Region world-class vision care. The efficiency of this clinic is dependent on the fact that it is a single unit service and maintains a standard regular staff. It has staff committed to this one service.

It is with sincere regret that we forward this letter, but in the name of openness we wish to inform you of our present position. We have recently refused a request for funds from a local I.H.A. building. After discussion and consideration, it was decided to withhold any funds from I.H.A. until there is a resolution to the potential move of the Lions Vision Centre.

We have been informed that we would be consulted regarding future plans, however we know that space has already been designated for the Vision centre and we have not been contacted. Apparently the plans are proceeding without any consultation.

Many of our citizens have signed a petition opposing the movement of the clinic, we are suggesting you have a duty to the citizens and taxpayers who have supported the vision centre through the efforts of the Lions clubs and other groups.

We repeat, it is with sincere regret that we are given no other option but to relinquish our financial support at this time.

Thank you for your attention to this matter, which we consider to be very urgent and serious. We await the favour of your reply.

Sincerely 

Dennis Morgan, President, Enderby lions Club
Dianne Boyd, President, Armstrong Lions Club
cc
Richard Harding, Acute health Service Administrator
Greg Kylo, Eric Foster

Morning Star

Advertiser

Mayors, Chris Pieper, Armstrong: Greg McClune, Enderby

Marj Bailey, President, Armstrong, Spallumcheen Health Auxillary

Rona Martin, Chairperson, North Okanagan, Columbia Shuswap Regional Hospital

Lions Clubs of Okanagan Valley

Agenda

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: August 2, 2019
Subject: June 2019 Financial Report

Recommendation:

THAT the Financial Report from the Chief Financial Officer, dated August 2, 2019 be received for information.

Purpose:

To provide Council with a summary of the City's fiscal performance up to June 30, 2019.

Background/Discussion:

Attached are summaries on the activities for each fund up to June 30, 2019. 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) and the 2019 fire protection fee from Splatsin. The amount from SRFPD will be paid after year end once actual costs incurred for the year are known and the fees from Splatsin were invoiced in July.

Cemetery, Fortune Parks, and Animal Control – These revenues primarily consist of the annual RDNO requisition which has been invoiced. The remaining budget amounts reflect user fees, which are consistent with budget projections.

Other – This item includes business licenses, building permits, interest earned, administration fees and equipment usage from other funds. Amounts are consistent with budget projections.

Unconditional Grants – This represents the City's Small Community Grant and the Terasen Gas franchise fees. The franchise fees 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 projects are 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

Executive – The increase from 2018 is due to the increase in Council remuneration from the loss of the 1/3 tax exemption, along with the increase in Council's technology allowance and attendance at the 2019 FCM conference.

Transportation Services – This decrease from 2018 is primarily due to the increased snow removal costs incurred in 2018. Snow removal costs fluctuate year to year depending on snowfall and the budget amount reflects an average cost estimate.

Protective Services - The 2019 budget amount includes extra projects that have not yet been completed, such as the rear splashpad repairs at the Fire Hall, the ESS resiliency project and the evacuation route planning project.

Capital Expenditures – The primary project budgeted is Reservoir Road, in which the tender for the project was awarded in July.

Transfer to Reserves – The 2019 actual amount represents interest earned on reserve funds. Actual transfers to reserves occur at the end of the year.

Sewer Fund

Revenues

Sewer Revenues - Actual amount includes the 2019 frontage tax and the first period user fees. 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 – Expenses are consistent with prior year and budget.

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

Capital Expenditures – The primary project budgeted is for Princess Street. The project has been completed but costs are still being allocated by BC Housing, with which the City is partnered.

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

Water Fund

Revenues

Water Revenues - Actual amount includes the 2019 frontage tax and the first period user fees. The amount remaining in the budget represents user fees to be collected in the next two billing periods.

Grants - The 2019 budget amount is the grant for the Shuswap River Crossing project. This amount will be paid once the costs are incurred and the project is completed.

Transfer from Reserves – Transfers from reserves occur at the end of the year.

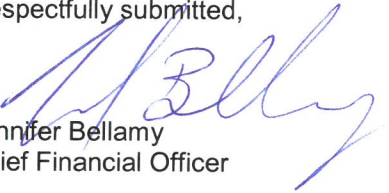
Expenditures

Maintenance - Actual costs incurred to date have decreased 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).

Capital Expenditures – The primary projects budgeted are the Shuswap River Crossing and the Programmable Logic Controller for the water treatment plant which are 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, 2019

	2018 Actual	2019 Actual	2019 Budget	Remaining Budget	%
Revenue					
Property tax levies (net)	1,480,234	1,617,437	1,626,888	9,451	0.58%
Fire protection	66,786	49,143	125,810	76,668	60.94%
Revenue from other sources					
Cemetery	32,208	31,243	42,736	11,493	26.89%
Fortune parks	855,001	864,871	967,683	102,812	10.62%
Animal control	11,415	13,787	16,207	2,420	14.93%
Refuse	34,412	35,259	105,689	70,430	66.64%
Other	274,055	287,878	552,567	264,689	47.90%
Unconditional grants	458,692	473,806	487,214	13,408	2.75%
Conditional grants	9,284	31,260	89,050	57,790	64.90%
Transfer from reserves/borrowing	-	-	1,598,601	1,598,601	100.00%
Total Revenue	3,222,087	3,404,683	5,612,445	2,207,762	39.34%
Expenditures					
Executive	47,220	73,399	139,300	65,901	47.31%
Administrative	345,079	344,965	695,128	350,163	50.37%
Transportation services	338,038	285,667	599,515	313,848	52.35%
Protective services	89,394	74,371	323,250	248,879	76.99%
Refuse	52,347	54,213	105,690	51,477	48.71%
Animal control	13,520	16,155	27,735	11,580	41.75%
Cemetery	16,350	20,064	79,587	59,523	74.79%
Recreation & cultural services	36,386	41,436	87,090	45,654	52.42%
Fortune Parks	325,446	340,676	856,141	515,465	60.21%
Fiscal services	115,696	117,013	177,731	60,718	34.16%
Capital expenditures	334,793	80,582	1,705,700	1,625,118	95.28%
Transfer to reserves	31,841	35,914	815,578	779,664	95.60%
Total Expenditures	1,746,110	1,484,454	5,612,445	4,127,991	73.55%
Surplus(Deficit)	1,475,977	1,920,230	-		

The Corporation of the City of Enderby

Sewer Fund

June 30, 2019

	2018 Actual	2019 Actual	2019 Budget	Remaining Budget	%
Revenue					
Sewer revenues	418,864	418,176	778,055	359,879	46.25%
Grants	-	-	-	-	0.00%
Transfer from reserves	-	-	186,000	186,000	100.00%
Total Revenue	418,864	418,176	964,055	545,879	56.62%
Expenditures					
Maintenance	209,686	217,027	538,203	321,176	59.68%
Debenture charges	13,047	13,047	56,652	43,605	76.97%
Capital expenditures	18,288	50,741	220,000	169,259	76.94%
Transfer to reserves	-	-	149,200	149,200	100.00%
Total Expenditures	241,021	280,815	964,055	683,240	70.87%
Surplus(Deficit)	177,843	137,361	-		

The Corporation of the City of Enderby

Water Fund

June 30, 2019

	2018 Actual	2019 Actual	2019 Budget	Remaining Budget	%
Revenue					
Water revenues	419,491	411,431	754,542	343,111	45.47%
Grants	-	-	304,791	304,791	0.00%
Transfer from reserves	-	-	325,927	325,927	100.00%
Total Revenue	419,491	411,431	1,385,260	973,829	70.30%
Expenditures					
Maintenance	279,495	230,888	593,447	362,559	61.09%
Debenture charges	-	-	-	-	0.00%
Capital expenditures	394,721	46,168	562,483	516,315	91.79%
Transfer to reserves	-	-	229,330	229,330	100.00%
Total Expenditures	674,216	277,056	1,385,260	1,108,204	80.00%
Surplus(Deficit)	(254,726)	134,375	-		

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: July 25, 2019
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 01, 2019 to June 30, 2019

Council Member	Supplier	Amount
Councillor Baird	Baird Bros. Ltd.	\$ 5,675.12
Mayor McCune	GTI Petroleum	\$ 9,394.04
Mayor McCune	Sutherland's Bakery	\$ 599.60

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

Agenda

MEMO

To: Tate Bengtson, Chief Administrative Officer
From: Kurt Inglis, Planner and Deputy Corporate Officer
Date: July 5, 2019
Subject: Enderby & District Chamber of Commerce's Temporary Road Closure Application -
Enderby Friday Night Lights 2019

RECOMMENDATION

THAT Council receives the Enderby & District Chamber of Commerce's Temporary Road Closure application (Enderby Friday Night Lights 2019) for information.

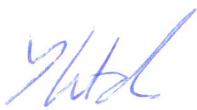
BACKGROUND

The Enderby & District Chamber of Commerce has submitted a Temporary Road Closure application (attached) for the Enderby Friday Night Lights event scheduled for August 23, 2019; the Chamber is proposing to close portions of Cliff Avenue, Belvedere Street, and Russell Avenue between the hours of 3:00 pm and 10:00 pm.

The proposed road closure areas are consistent with previous years, except for the proposed closure of the eastern portion of Russell Avenue; this proposed road closure would only affect one business, Lordco Parts Ltd., and the Chamber of Commerce has advised that it has engaged with this business and it has no concerns with the proposed closure. Furthermore, there will be an approximately 5' wide area on the eastern side of Vernon Street (between 707 Vernon Street and 607 Vernon Street) which will be blockaded for pedestrian traffic, but this will not affect the travelled portion of the lanes which will remain open to vehicular traffic.

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

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer

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

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

Name of Sponsoring Organization ENDERBY & DIST. CHAMBER OF COMMERCE

Name of Contact Person ALI MAKI

Telephone or Email ali@enderbychamber.com

Name of Event FRIDAY NIGHT LIGHTS.

Date(s) of Closure AUGUST 23, 2019

Start time for Closure 3pm End time for Closure 10pm

Location of Closure RUSSELL (from Vernon to Cliff) Cliff (from Vernon to Hwy) Belvedere (from Mill to Cliff)

Required Attachments

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

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

Authorized Signatory Amali Date July 5, 2019

Do Not Complete - For Administrative Purposes			
Approved by	<u>Maria Ingrid Valle</u>	Date	<u>July 5, 2019</u>
Certificate of Insurance	<input checked="" type="radio"/> Yes	<input type="radio"/> No	N/A
Map	<input checked="" type="radio"/> Yes	<input type="radio"/> No	N/A
Petition of Affected Business Owners	<input type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> N/A



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 1, 2019
Subject: Digital Billboard Sponsorship Application - St. Ann's Catholic Church

RECOMMENDATION

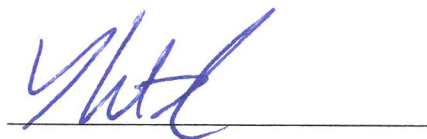
THAT Council authorizes a digital billboard sponsorship for the St. Ann's Catholic Church valued at \$2,800 in-kind.

BACKGROUND

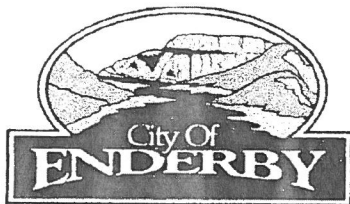
The St. Ann's Catholic Church has submitted a Digital Billboard Sponsorship Application and is requesting an in-kind sponsorship valued at \$700 (1 week of advertising) for messaging related to a garage sale fundraiser. Staff are recommending that the sponsorship amount be increased to \$2,800 in order to provide the church with flexibility should their messaging needs increase in the future.

The St. Ann's Catholic Church is a registered not-for-profit organization and therefore qualifies for a digital billboard sponsorship from Council.

Respectfully Submitted,



Kurt Inglis
Planner and Deputy Corporate Officer



619 Cliff Avenue
P. O. Box 400
Enderby, B. C. V0E 1V0

The Corporation of the City of Enderby
Where the Shuswap Meets the Okanagan

Tel: (250) 838-7230
Fax: (250) 838-6007
Website: www.cityofenderby.com

Digital Billboard Sponsorship Application

Please Note: This form must be submitted at least 60 days prior to the requested start date of initial messaging.

Name of Organization/Society: St. Ann's Catholic Church
(the choir)

Name of Applicant: DANA JACKSON

Phone Number: 250-804-6846

Email: dana_jackson@hotmail.com

Nature of Messaging: Garage Sale in the church
parking lot, August 10, 8am -
3pm to fundraise for the new
church organ

(community events, programming,
announcements, etc.)

Annual Sponsorship Needs: one time only.

Requested Value of Sponsorship: \$ 700.00

(NOTE: Each message will be displayed for a minimum of one week, which may be non-consecutive days, to a maximum of three weeks. One week of messaging = \$700 in-kind value.)


Signature of Applicant

July 31 / 19
Date