

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: May 3, 2021
TIME: 4:30 p.m.
LOCATION: Enderby City Hall

Please contact Enderby City Hall at 250-838-7230 or info@cityofenderby.com by **3:30 pm on the day of the meeting** to obtain access codes to attend the meeting electronically.

The City of Enderby uses Zoom for its electronic facilities and encourages members of the public unfamiliar with the application to test it in advance; for technical support, please contact Zoom.

If you do not have a computer or mobile phone capable of using Zoom, please let us know and we can provide you with a number that you can call in from a regular telephone.

When applicable, public hearing materials are available for inspection at www.cityofenderby.com/hearings/

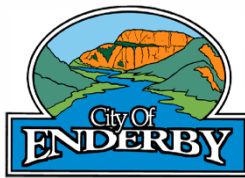
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- 4. BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS**
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- 6. BYLAWS**
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Memo prepared by Chief Financial Officer dated April 22, 2021

7. NEW BUSINESS

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Memo prepared by Chief Financial Officer dated April 26, 2021
- 7.3. Enderby Farmers Market – Request to Close Cliff Avenue and Belvedere Street
for Weekly Market Page 90
Memo prepared by Planner and Deputy Corporate Officer dated April 28, 2021
- 7.4. Frank and Betty Lucianovich: Gunter Ellison Road Re-alignment Page 106
Correspondence dated April 26, 2021
- 7.5. PRRD: Lack of Funding – Invasive Plant Management Page 108
Correspondence dated April 23, 2021
- 7.6. Town of View Royal: Request for Authority and Training for Hospital Security
Staff Page 110
Correspondence dated April 1, 2021
- 7.7. Shuswap Watershed Council: New Measures Needed for Invasive Mussels and
Invasive Clams in British Columbia Page 111
Correspondence dated April 16, 2021

8. PUBLIC QUESTION PERIOD

9. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held via video conference on Monday, April 19, 2021 at 4:30 p.m. in Council Chambers.

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

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

Other: Press and Public

APPROVAL OF AGENDA

Moved by Councillor Davyduke, seconded by Councillor Baird
“THAT the April 19, 2021 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Council Meeting Minutes of April 6, 2021

Moved by Councillor Shishido, seconded by Councillor Schreiner
“THAT adoption of the April 6, 2021 Council Meeting minutes be adopted as circulated.”

CARRIED

Public Hearing Report for April 6, 2021

Moved by Councillor Shishido, seconded by Councillor Schreiner
“THAT adoption of the April 6, 2021 Public Hearing Report be adopted as circulated.”

CARRIED

PETITIONS AND DELEGATIONS

BDO Canada LLP: 2020 Financial Statements

Markus Schrott, BBA, CPA, CA presented the 2020 Financial Statements.

Moved by Councillor Baird, seconded by Councillor Schreiner
“THAT Council receives the 2020 Audited Financial Statements as presented.

AND THAT Council approves the 2020 Audited Financial Statements”

CARRIED

Enderby & District Arts Council: Presentation of Business Plan for Proposed Community Arts Centre

Neil Fidler, President, and Georgia Atwood, Vice President, presented the business plan for the proposed Community Arts Center. The Enderby and District Arts Council is requesting a letter of support from Council.

Councillor Schreiner requested that further financial details be brought forward for review outlining projected costs and funds raised to date. EDAC has raised \$5000 so far and continues to raise funds through GoFundMe accounts, bottle drives, and donation jars. They clarified that EDAC currently has no paid positions on staff or at the art gallery. Discussion on alternate locations, staffing and business concepts.

Enderby Farmers Market: Road Closure Request

Gabriele Wesle presented her road closure request for a farmers' market downtown Enderby. Council advised Ms. Wesle that her request would be addressed with the following agenda item.

Enderby Farmers Market Delegation Request to Close Cliff Avenue and Belvedere Street for Weekly Market

The Planner and Deputy Corporate Office provided a synopsis of the report.

Moved by Councillor Schreiner, seconded by Councillor Davyduke

“THAT Council postpones consideration of the attached Road Closure Application from the Enderby Farmers Market until the next regular meeting of May 3, 2021, in accordance with the Decisions on Delegation Requests Policy;

AND THAT Council’s forthcoming consideration of the Market’s request be subject to:

1. *The Market circulating a new Petition of Affected Business Owners to all affected businesses within a one-block radius of the proposed road closure, consistent with the Temporary Road Closures for Community Events Policy, with the petition to be accompanied by a site plan/traffic management plan detailing the full extent of the Market’s proposed road closure; and*
2. *The Market providing City Staff with a site plan/traffic management plan no later than Friday April 23, 2021 so that Staff has sufficient time to complete a technical analysis for Council’s consideration on May 3, 2021.”*

CARRIED

PUBLIC HEARINGSPublic Input on 2021 Budget

There were no comments from the public and no written submissions.

DEVELOPMENT MATTERS0033-21-DVP-END (Taber)

Legal: Lot A, District Lot 226 and of Section 35, Township 18, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 6122

Address: 335 Brickyard Road, Enderby BC
 Applicant: Jason Taber
 Owner(s): Taber's Services Ltd.

Moved by Councillor Baird, seconded by Councillor Case

"THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as Lot A, District Lot 226 and of Section 35, Township 18, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 6122 and located at 335 Brickyard Road, Enderby B.C. to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- *Section 309.1.f.iii by permitting a 2.5 m chain link fence, without slatting, within the required front yard setback area, as shown on the attached Schedule 'A';*
- *Section 309.1.f.iii by permitting a 1 m (3.28 foot) wall within the required front yard setback area but to the rear of any required landscape buffer area;*
- *Section 309.2.a.iii by reducing the minimum width of a landscaped buffer area adjacent to a highway from 6 m (19.68 feet) to 4.6 m (15.1 feet), as shown on the attached Schedule 'A'; and*
- *Section 309.2.b by permitting landscaping to consist of decorative rock (3" clear rock) and groups of ornamental grasses and shrubs, as shown on the attached Schedule 'A',*

AND THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as Lot A, District Lot 226 and of Section 35, Township 18, Range 9, West of the 6th Meridian, Kamloops Division Yale District, Plan 6122 and located at 335 Brickyard Road, Enderby B.C. to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- *Section 901.2.e.iii by waiving the requirement for maneuvering aisles and portions of off-street parking areas to be surfaced with asphaltic concrete or cement pavement, as shown on the attached Schedule 'A'; and*
- *Section 901.2.f by waiving the requirement for a parking area to be provided with curbing, as shown on the attached Schedule 'A',*

subject to the following conditions:

- i. *The property owner shall pave and curb the off-street parking areas and maneuvering aisles, to the specifications of the City of Enderby Zoning Bylaw No. 1550, 2014, as amended from time to time, within 24 months of the portion of Brickyard Road adjacent to the subject property being paved and serviced; and*
- ii. *The property owner shall register a covenant on the title of the property which shall confirm that the property owner is required to pave and curb the off-street parking areas and maneuvering aisles, to the specifications of the City of Enderby Zoning Bylaw No. 1550, 2014, as amended from time to time, within 24 months of the portion of Brickyard Road adjacent to the subject property being paved and serviced.*

AND FURTHER THAT Council does NOT authorize the issuance of a Development Variance Permit to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- *Section 309.1.a.i by waiving the requirement to provide screening along the north, east and south property boundaries for an outdoor storage area, as shown on the attached Schedule 'A'.*

Lot Frontage Waiver Request – 806 Cliff Avenue

Moved by Councillor Case, seconded by Councillor Knust

“THAT Council authorizes an exemption to Section 604.a.8 of the City of Enderby Zoning Bylaw No. 1550, 2014 by permitting a lot frontage of 0 m for the remainder lot associated with the proposed subdivision of the property legally described as PARCEL A (DD L23640) OF THE SOUTH WEST 1/4 OF SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT PLAN 27069, and located at 806 Cliff Avenue, Enderby BC, as shown on the attached Schedule 'A'.”

CARRIED

BUSINESS ARISING FROM THE MINUTES AND/OR UNFINISHED BUSINESS

North Okanagan Land to Table Network – Grant Request

Moved by Councillor Case, seconded by Councillor Knust

“That the City of Enderby does not provide a core funding grant to the North Okanagan Land to Table Network at this time.”

CARRIED

OPPOSED Councillor Case/Shishido

REPORTS

Mayor and Council Reports

Councillor Knust

One of the barrels at the Harvest Hut has gone missing. Public Works will arrange for two new barrels to be deposited behind the Harvest Hut. Meeting with FACT. The Good Food Box is now operational. Councillor Knust noted that due to the outdoor dining requirements the City of Enderby parks have been busy. She asked if it would be possible place additional picnic tables at parks if they are available. The Chief Administrative Officer stated that it would be possible to relocate three that are being phased out of Riverside RV Park to Belvedere Park, and three newer picnic tables could be removed from unbooked sites at the Riverside RV Park on a temporary basis, for the duration of the public health order, and placed at Cenotaph Park.

Councillor Schreiner

Councillor Schreiner will be doing a presentation at a catered lunch for a local bakery. The RDNO has purchased a boat to provide enhanced Conservation Officer boat patrols this floating season, including on the Shuswap River.

Councillor Davyduke

Funding is still available for small businesses through WorkBC. Discussed re-training opportunities and wage subsidy programs. Requested that Staff add the WorkBC link to the City of Enderby website.

Councillor Shishido

Councillor Shishido attended the EDCRC meeting on April 10, 2021. The Ford Foundation donated \$2500 to the EDCRC.

Councillor Baird

Requested that the Lions' portable message sign at the north end of town be reviewed for possible removal. Councillor Baird and Mayor McCune presented Corrie Epp with the Civic Appreciation Award for her efforts on behalf of the Enderby and District Food Bank and her dedication to food security in our community. Received a request from a member of the public to consider removing or relocating the grant sign at the Cliff Avenue pumphouse, as it was blocking a mural that was painted on the pumphouse. Staff to explore removing or relocating the sign, but need to assess the grant conditions.

Director Delisle

Noted that the Enderby Electoral Area Advisory Committee purchased a sea-doo to assist the Conservation Officers in their boat patrols, as they were relying upon borrowed watercraft.

RDNO Building Permit Report for March 2021

Moved by Councillor Shishido, seconded by Councillor Baird

“THAT Council receives and files the RDNO Building Permit Report for March 2021.”

CARRIED

BYLAWS

2021 Budget: City of Enderby 2021-2025 Financial Plan Bylaw No. 1720, 2021; City of Enderby Annual Tax Rate Bylaw No. 1721, 2021; City of Enderby Sewer Frontage tax Bylaw No. 1722, 2021; City of Enderby Water Frontage Tax Bylaw No. 1723, 2021 and City of Enderby Fees and Charges Bylaw No. 1479 2010 Amendment Bylaw No. 1724, 2021

Moved by Councillor Baird, seconded by Councillor Schreiner

“THAT Council gives first reading to the bylaws cited as "City of Enderby 2021-2025 Financial Plan Bylaw No. 1720, 2021", "City of Enderby Annual Tax Rate Bylaw No. 1721, 2021", "City of Enderby Sewer Frontage Tax Bylaw No. 1722, 2021", "City of Enderby Water Frontage Tax Bylaw No. 1723, 2021" and "City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1724, 2021";

AND THAT Council designates \$61,500 out of Council Sundry for special projects, of which the projects will be determined at a later date;

AND FURTHER THAT Council gives second reading to the bylaws cited as "City of Enderby 2021-2025 Financial Plan Bylaw No. 1720, 2021", "City of Enderby Annual Tax Rate Bylaw No. 1721, 2021", "City of Enderby Sewer Frontage Tax Bylaw No. 1722, 2021", "City of Enderby Water Frontage Tax Bylaw No. 1723, 2021" and "City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1724, 2021".

CARRIED

Council discussed the new position proposal and agreed that due to COVID-19, a new position would not be funded at this time. This means that service expectations, including extra projects, will need to be addressed within available capacity. Council acknowledged that the current staff levels are not sustainable and that staffing needs to be addressed.

Council reviewed a list of special projects to discuss prioritization, approach, and the potential for cost savings. They decided on the following:

1. Due to uncertainties with the future Highway 97A alignment and the disrepair of the south entrance sign, remove the sign and beautify the existing location to present an attractive “welcome”.
2. Remove the damaged set of posts on the north end of the City that had previously displayed a list of community groups before that portion deteriorated.
3. Discuss a Job Creation Project for business outreach, as part of the strategic framework development for the City’s economic development function.
4. Fund lighting for one (1) tree at the Library through Council Sundry’s Special Projects allocation this year, with Councillor Baird to report back to Council with a preferred design and a quote. Councillor Shishido asked if it would be possible to string lights from one light standard to another downtown. The Chief Administrative Officer suggested that Councillor Baird could ask the contractor to provide a quote for that as a separate line on the same quote, so that Council could consider funding either or both projects from its Special Projects allocation. The Chief Administrative Officer discussed the difference between seasonal lights and year-round lights in terms of costs and quality.
5. Due to the new pool location not yet being finalized, Councillor Case will reach out to Sperlich Log Homes to discuss a potential design for a band stand in Barnes Park, with the location to be finalized once the other park commitments are established.

NEW BUSINESS

Riverside RV Park Strategic Plan

Moved by Councillor Case, seconded by Councillor Knust

“THAT Council amends the 2021 Strategic Plan for the Riverside RV Park by removing the objective of determining whether there is a business case to re-introduce winter camping;

AND THAT Council adopts the 2021 Strategic Plan for the Riverside RV Park as amended.”

CARRIED

Request for Support of Graduation Celebration

Moved by Councillor Baird, seconded by Councillor Shishido

“That Council considers proposals for graduation celebrations, such as parades, only when consistent with the orders and guidelines of a Public Health Officer and endorsed by School District #83 leadership.”

CARRIED

PUBLIC QUESTION PERIOD

None

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Davyduke
“That the regular meeting of April 19, 2021 adjourn at 6:55 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

Tate Bengtson

From: ca.peters@telus.net <cathy@telus.net>
Sent: Wednesday, April 21, 2021 7:56 AM
To: Tate Bengtson
Subject: Fwd:

AGENDA

Scanned and sent, sincerely, Cathy Peters
BC anti-human trafficking educator, speaker, advocate

*Tate Bengtson
tbengtson@cityofenderby.com*



REQUEST TO APPEAR AS A DELEGATION

On 03 May 2021
Day Month Year

Date of Request April 19, 2021

Name of Person Making Request Cathy Peters

Name and Title of Presenter(s) Educator for the Be Amazing Campaign

Contact Information Cathy@telus.net

Details of Presentation Human Sex trafficking, sexual exploitation, Child sex trafficking in BC and How to Stop it

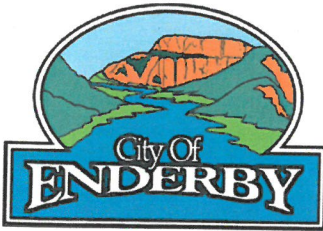
I will describe the crime, give the stats, and go over resources & took plus next steps to address the issue.

Desired Action from Council (check all that apply)

- Information Only
- Proclamation
- Funding Request
- Road Closure
- Policy or Resolution

Please describe desired action in detail ① Please alert the Premier & Solicitor General that this crime is a priority in BC and ask for funding for Provincial Law enforcement and a Provincial awareness program. BC needs an inter-agency Human sex trafficking Task force similar to what is available for drugs & gangs
② Would you write a letter of support for my advocacy?

Please attach any supporting documentation or presentation materials related to your delegation request.



REQUEST TO APPEAR AS A DELEGATION

on 03/05/2021
Day Month Year

AGENDA

Date of Request 04/26/21

Name of Person Making Request Clyde MacGregor

Name and Title of Presenter(s) Performing Arts Director, EDAC, also Georgia Atwood, VP EDAC

Contact Information audition@enderbyartscouncil.ca, 250-803-38

Details of Presentation Explanation of EDAC summer programming, request for access to municipal park or common areas

Requests for areas at Belvidere Park, Breezeway, in area in front and/or Behind 617 Cliff Ave

Also, any other area(s) Mayor and Council may recommend for performances

Desired Action from Council (check all that apply)

- Information Only
- Proclamation
- Funding Request
- Road Closure
- Policy or Resolution

Please describe desired action in detail We request ability to set up

Micro performances and, pandemic permitting, a few kiosks as well, to

Showcase local art, performance and draw tourists to downtown

Please attach any supporting documentation or presentation materials related to your delegation request.

Tate Bengtson

From: Performing Arts Director <audition@enderbyartscouncil.ca>
Sent: Friday, April 23, 2021 8:21 AM
To: tbengtson@cityofenderby.com
Subject: Summer of Art Delegation Request
Attachments: summer of art overview.docx

Hi Tate,

I am contacting you today in my capacity as Performing Arts Director of the Enderby & District Arts Council (EDAC). Starting July 3 and going until September 4, EDAC would like to present the Summer of Art, a new revisioning of our summer music and artisanal programming. This features a series of micro-concerts which provide atmosphere for downtown Enderby without drawing an 'event crowd' level of congregation, and a few kiosks of artisanal wares; all of it designed to maximize traffic flowthrough from tourist-centered areas and into the business core.

In order to share our innovative programming with the City of Enderby, we will need to be able to use areas of municipal space outside of venues such as the Lions Gazebo. Our primary locations are some point in Belvidere Park and parking area, either end of the breezeway, and an area by the new EDAC emporium building on 617 Cliff Ave (by the parking area). None of these areas would require a street closure permit, but would require use of the site.

Please find our proposal enclosed; all Interior Health and municipal guidelines will be followed at the time of each performance.

EDAC would like to reserve a brief delegation time at the next City Council meeting to discuss the proposal, and to ask for some sort of access to the municipal space of the City's choosing.

We are seeking either street closure permits, pandemic conditions permitting, for the entire summer seasons, or reservations of the area selected by the Mayor and Council for the Summer of Art – it is essential to have a generally consistent area(s) in which to present, in order to establish Enderby reliably as an arts and performance center.

Thank you,

Clyde.

--

Clyde MacGregor,
Performing Arts/Talent Director,
Enderby & District Arts Council.
www.enderbyartscouncil.ca

Enderby & District Arts Council Request – Summer of Art

The Summer of Art is an accessible, pivotable arts festival designed to share the widest variety of local performance talent with the widest audience. Featuring live music, performance and childrens' entertainment, the Summer of Art will provide two micro-performances each Saturday of the summer season.

In addition to the musical performance, the Summer of Art may also provide 3-5 kiosks of artisan space for local artists and craftspeople.

In the City of Enderby, these kiosks will be placed in the general vicinity of the performer in a manner which will draw traffic into the downtown core to assist local businesses with foot traffic and sales. Kiosks are not, however, an integral aspect of the plan, and should any location listed below feel the public health risks are significant, the Summer of Art will proceed with the micro-performance alone, relying upon advertising and promotion to draw visitors toward the EDAC pilot Art Emporium and downtown businesses.

One of the primary goals of the Summer of Art is to establish Enderby as a preferred site for local music, art, craft and performance; its secondary goal is to increase the median time spent by tourists and visitors in Enderby proper, to encourage more resounding economic benefit for the City of Enderby businesses, its local artists and performers.

The Summer of Art will feature a standardized schedule of performances, to encourage word of mouth to create an increasing draw to the City of Enderby as the summer continues; it is hoped that stadardized performance location(s) in the City of Enderby can be approved – pandemic restrictions dependent – to augment this reliability.

Timeline: July 3 2021 – Sept 4 2021

Performance times: 11 am – 1 pm; 2:30 – 4 pm

Location: District Locations include Riverside Hall, Grindrod, Mara Hall, Mabel Lake (maximum 4 concerts, one in each district location)

City Locations: requested locations at Belvidere Park, sidewalk/parking area at 617 Cliff Ave, City Breezeway, and/or other municipal location near to downtown core

Performers will be sourced primarily from local acts, and include:

Childrens' performers

Performance artists

Vocalists (country/bluegrass, folk, pop/rock, world culture)

Dance/cultural performances (number of performers dependent upon restrictions)

In order to ensure widest access to the performances, high quality videography/recordings will be taken and shared on YouTube, EDAC websites, tagged to EDAC, City of Enderby, funding providers, performers.

In the event of lockdown, performers will, in every appropriate instance, conduct a performance to be recorded by EDAC and shared online, to ensure performers and public still receive summer art and entertainment.

Scope of Performances

At location site, EDAC will set up perimeter and traffic flowthrough path according to current Interior Health Guidelines. This staging will ensure that crowds do not gather and that the music/performance is able to be seen by the largest number of visitors; traffic flowthrough will encourage travel from performer through kiosks to downtown core. In the event kiosks are not approved, signage will advertise Enderby and EDAC Art Emporium at the top of Cliff Ave as destinations for foot traffic. Two security volunteers will monitor the crowd, ensuring COVID-19 protocols are followed and managing perimeter, spacing and flowthrough.

Videography will be arranged for each performance, with videos to be aired within 48 hours of each presentation (each following Tuesday at 10 am).

Performances will provide advertising materials for local arts, culture and performance opportunities including any specific events in Enderby & District occurring in the next week. This helps ensure that visitors have reasons to return multiple times to the area and engage with local businesses and arts/cultural venues.

Setup-takedown will occur 30 minutes before and after performances, at each location. In the event only one location is approved (or at each District location), perimeter will be minded between performance interval by EDAC volunteers.

Requests from EDAC to City of Enderby

To support in principle the Summer of Art, restrictions depending.

To support EDAC use of one or more locations in City of Enderby for Summer of Art site, or to suggest/approve a site not listed for performances which is more suited.

To provide guidance on whether individual permits need to be issued for each date, timeframe in which permits should be presented, and whether location(s) can be reserved etc

To provide guidance on any additional requirements needed by the City of Enderby

To assist with promotion of Summer of Art, including performances in surrounding locations



VERNON NORTH OKANAGAN DETACHMENT

1st Quarter (January to March) 2021

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 ~ 1st Quarter 2021

The Vernon North Okanagan Detachment continue 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. Featured at the end of the report is a statistical sampling of the 15 most commonly reported Crime Codes that have the greatest impact on communities for each specific area. The statistics reflect monthly totals for January to March 2021 with comparisons from the same quarter of 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 that could impact the integrity of on going police investigations.

COMMUNITY EVENTS



With Provincial restrictions due to the COVID-19 pandemic response, the vast majority of community events are on hold. Despite the COVID restrictions, volunteers with Winter Carnival were able to organize socially distancing activities. Throughout the event, frontline officers conducted patrols of various outdoor venues. In March, frontline officers from the Vernon North Okanagan Detachment assisted Kal Rotary with the distribution of “Starfish” packs to School District 22 students in need. Each pack contains healthy snacks and meals for the weekend and, every Wednesday, the RCMP help a dedicated group of volunteers to deliver packs. With an influx of persons enjoying outdoor activities of snowmobiling and show shoeing in the backcountry, our frontline officers liaised with Vernon Search & Rescue for those individuals who required assistance.

VERNON/COLDSTREAM

OPERATIONS

The table below highlights the total number of calls for service with Criminal Code offences and property crime extracted for the 1st quarter as well as the cumulative number for year to date.

Category	Vernon		Coldstream		Vernon Rural	
	Q1	YTD	Q1	YTD	Q1	YTD
Calls for Service	4470	4470	337	337	398	398
Criminal Code	1284	1284	71	71	87	87
Property Offences	818	818	41	41	55	55

The below table reflects the total charges forwarded to Vernon Crown Counsel, the total prisoners held in the Vernon cell block, and the total interventions by the Vernon North Okanagan Police Dog Service. The Vernon North Okanagan continues to track files associated to the street entrenched population; “SEPTA” is an acronym for ‘Street Entrenched Policing Target Analysis’ type files.

Category	Vernon/Coldstream	
	Q1	YTD
Charges Forwarded	435	435
Prisoners	288	288
PDS Interventions	8	8
SEPTA Files	272	272

Recognizing that Calls for Service encompass both calls from the public, which frontline officers are dispatched to, as well as the self-generated work completed by the officers in support of enhanced public safety initiatives, Superintendent Baher has extracted the two categories from the total calls for service. The below graph outlines the total dispatch calls and the total self-generated calls for the 1st quarter of 2021 with a comparison for the previous year for the area of Vernon/Coldstream.

1st Quarter (January 1 – March 31)		
2020	Dispatched Calls	4,549
2021	Dispatched Calls	4,466
		-1.82
2020	Self Generated Calls	770
2021	Self Generated Calls	739
		-4.03
2020	Curfew Checks	521
2021	Curfew Checks	1017
		+95.2

FRONT LINE POLICING

Vernon

On January 8th, a homeowner returned to their residence on Mountridge Road to interrupt a break and enter where the suspect produced a firearm before fleeing in a vehicle. Despite numerous patrols, the vehicle was not located. Police identified a suspect and recommended charges to Crown Counsel.

On January 17th, frontline officers responded to an erratic driver complaint on Hwy 97 south of Vernon. The vehicle was located by officers and, based on observations roadside, requested the assistance of an RCMP trained Drug Recognition Expert. The 33-year old driver was issued a 24-hour driving suspension and released from custody pending court.

On February 7th, frontline officers conducted a traffic stop in the 3000 block on 32 Street with a prohibited driver. Police arrested a 34-year old man and located numerous weapons, including a 9mm handgun, inside the vehicle.

On February 17th, police conducted patrols for a vehicle stolen from a driveway on 25th Street while left running. Frontline officers located the vehicle on Commonage Road and arrested a 41-year old man and a 33-year old woman. Police discovered a loaded 9mm handgun in the vehicle. The file is before the courts.

On February 22nd, police investigated several arson attempts in the 3400 and 3500 blocks of 30th Avenue and 31st Avenue where the suspect ignited seven dumpsters and three piles of garbage. Police canvassed neighboring businesses to obtain video surveillance of the area; however, were unable to identify a suspect.

On March 6th, numerous frontline officers responded to a home invasion at a residence on 39th Avenue. The homeowner advised that unknown persons entered the home and an altercation took place resulting in non-life threatening injuries to several individuals. Police continue to investigate.

On March 14th, a witness reported a man placed a firearm in a vehicle parked in the 3200 25th Avenue. Police attended and located the unoccupied vehicle. Police towed the vehicle for further investigation and the investigator obtained a search warrant. During the search police located a loaded sawed off 12-gauge shotgun as well as a quantity of controlled drugs. A 54-year old man was arrested and taken before the court where he was released on numerous conditions pending his next court appearance.

On March 15th, police located a vehicle stolen from a neighbouring jurisdiction in the 6900 block of Tronson Road. Police arrested the two occupants, a 41-year old man and a 33 year old woman, for possession of stolen property. The investigation continues.

Coldstream

On January 12th, police conducted a traffic stop of a vehicle at the Kalamalka Lakeview Drive lookout after receiving a report a man was intoxicated. Police conducted a roadside alcohol screening device test and issued the 56-year old driver a 90 day driving prohibition under the Motor Vehicle Act and impounded his vehicle for 30 days.

On January 23rd, police responded to a report of a suspicious vehicle on Braeburn Drive and located the vehicle occupied by four young persons. Police located open liquor, evidence of cannabis use in the vehicle and determined the new driver was operating with too many passengers. Police issued the driver numerous charges under the Motor Vehicle Act and the Liquor Control and Licensing Act as well as one passenger for minor in possession of cannabis under the Cannabis Act.

On February 9th, BC Highway Patrol located a vehicle operating at speeds over 160km/hr on Hwy 97 south of Vernon. When the vehicle refused to stop for police, frontline officers from the Vernon North Okanagan detachment assisted and successfully stopped the vehicle on Clerk Road. Police determined the 35 year old driver was impaired by alcohol and was issued a 90 day Immediate Roadside Prohibition and a 30 Day Vehicle Impound as well as numerous charged under the Motor Vehicle Act.

On February 23, police attended to a business in the 12000 block of Kalamalka Road to remove a patron who became belligerent regarding the use of a mask. When the person refused to leave the property, police arrested the 51-year old man for causing a disturbance and trespassing. He was released from custody pending a future court date.

On February 16, police investigated a report of vandalism of the newly installed washroom and signage at the Rail Trail access on Westkal Road. Police identified a youth suspect and spoke with the youth and their parent. The incident was referred to Restorative Justice where the young person will attempt to repair the harm caused by their actions.

GENERAL INVESTIGATION SECTION

The following is a synopsis of some of the recent investigations conducted by the General Investigation Section and does not reflect all the tasks the officers are working on, nor does it include information which could impact on going police investigations.

Serious Crime Unit (SCU)

In January, after a lengthy investigation of a suspicious death in 2018, members from the Serious Crime Unit and the Special Victim Unit arrested a 44-year man for manslaughter. The matter is before the courts.

In January, the Serious Crime Unit took conduct of an investigation of a series of hostile letters to public demanding a cessation of all public safety measures, to turn over all municipal assets and allow the letter writer to take over as government. SCU obtained evidence identifying the individual sending the letters on behalf of the group and arranged for police, in the jurisdiction where the individual resides, to provide a warning of the potential offences. Police determined there was no threat to the elected officials. Investigators distributed the information to police agencies throughout the province and police continue to monitor the group.

In March 2021, an unknown man made a series of calls to the BC Provincial COVID 19 call center threatening to shoot staff at the local hospital. SCU took conduct of the investigation, identified the suspect and determined there was no risk to the hospital staff or public. Police recommended charges against the 61-year old man of public mischief and utter threats.

In March, SCU took conduct of a home invasion investigation on 39th Avenue where the victims sustained non-life threatening injuries. Police continue to investigate the incident.

In March, SCU assisted with a cross jurisdiction investigation involving a person impersonating an RCMP officer with events reported in Rock Creek, Lumby, Vernon and Grand Forks. Police confirmed the traffic stops conducted in Lumby were by the BC Highway Patrol in an unmarked police vehicle. Police continue to investigate the incidents.

Special Victim Unit (SVU)

The Special Victim Unit investigates crimes relating to vulnerable victims. The SVU is comprised of a Corporal and two Constables who are responsible for high-risk investigations relating to domestic violence, sex crimes and missing persons.

Domestic Violence Unit (DVU)

For high-risk intimate partner violence investigations, the Domestic Violence Unit provides assistance to frontline investigators, file reviews, as well as facilitates Integrated Case Assessment Team (ICAT) meetings to support the victim through the process. During this quarter, our DVU investigator completed four new ICAT referrals and monitored one historical file. In addition, DVU is working on the ICAT process and communication with Crown Counsel to designate investigation determined to be at high-risk even when the victim does not consent to the process.

DVU conducted a review of a harassment investigation from 2019 where a report to Crown Counsel as well as electronic disclosure package was prepared and submitted for charge approval.

Sex Crimes

During this quarter, the Sex Crimes unit received information from the BC Integrated Child Exploitation Unit (BC ICE) of eight separate reports of possession of child pornography. Each investigation requires a significant amount of time to complete production orders, execute search warrants and, where the evidence supports, prepare charge packages for Crown Counsel.

In January, Sex Crimes assisted with an investigation of a suspect alleged to have committed multiple sexual offences on several victims. SVU obtained statements and identified the suspect. SVU provided assistance with drafting judicial authorizations, helped prepare a bail package, and provided disclosure to support criminal charges. The 32-year old man is in custody awaiting trial.

In February, Sex Crimes coordinated an investigation of sexual assault as well as the possession and distribution of child pornography. SVU drafted and executed a search warrant at a residence where police arrested a young offender. The matter is before the courts.

In February, Sex Crimes assisted another detachment by obtaining a statement from a 4-year old child regarding sexual interference.

In March, Sex Crimes investigated a report of a breach of a sex-offender registered with the National Sex Offender Registry (NSOR) where the offender had failed to report as required. Police followed up numerous leads and located the offender at a new address. Police updated NSOR of the situation.

In March, on behalf of a neighbouring jurisdiction, Sex Crimes obtaining a statement from a 4-year old child regarding a sexual interference investigation.

Missing Persons

The Missing Person coordinator provides support and guidance to front line officers on high risk missing person investigations. The Corporal supervisor is responsible to monitor all missing person investigations daily for quality assurance and provide follow up action as necessary.

In March, SVU assisted with efforts to locate an individual reported missing in Vernon. Police learned the individual has outstanding warrants for arrest and may be evading police. The matter is still under investigation.

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, Community Outreach and Mentally Disordered Offenders. During this quarter, and in response to the COVID-19 pandemic, face-to-face meetings are temporarily on hold.

Drug Section

In January, our Drug Section investigated a dial-a-dope drug trafficking operation resulting in the arrest of a 27-year old man and seizure of a quantity of cocaine and Canadian currency. The matter is before the courts.

In March, Drug Section investigated a dial-a-dope drug trafficking operation resulting in the arrest of two women and one man as well as the seizure of a quantity of fentanyl and Canadian currency. A 35-year old woman is facing possession for the purpose of drug trafficking charges.

In March, Drug Section investigated a dial-a-dope drug trafficking operation resulting in the arrest of one man and one woman along with the seizure of a quantity of fentanyl, methamphetamine and Canadian currency. A 43-year old man is facing possession for the purpose of drug trafficking charges.

Crime Reduction Unit (CRU)

The Crime Reduction Unit encompasses the plainclothes investigators in Prolific Offender Unit and the uniformed officers in Downtown Enforcement Unit. CRU performs 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.

On February 3rd, CRU Section officers on patrol in priority areas located a vehicle stolen from a neighbouring jurisdiction in the proximity of a drug trafficking location. When the officer attempted to conduct a traffic stop, the vehicle attempted to evade police. The vehicle became disabled and the two occupants fled on foot. After a brief foot chase, a 27-year old man and a 36-year old woman were arrested without further incident. Police seized drugs, cash and weapons from the vehicle. The matter is before the courts.

On February 25th, CRU Section officers on patrol in the same drug trafficking location stopped a vehicle attempting to depart the area. Police located the same 27-year old man who was arrested for breach of release conditions. As well, found in his possession were a quantity of fentanyl, cocaine and methamphetamine along with Canadian currency. The man faces additional criminal charges including possession for the purpose of trafficking.

In February in response to a series of thefts from vehicles reports, CRU conducted an investigation into two possible suspects believed to be responsible. As a result, a 43-year old man was charged with theft, mischief and fraud.

Prolific Offender

A Prolific Offender is an adult or youth offender with an established pattern of persistent Criminal Code and/or Controlled Drugs and Substances Act offences and is identified by current intelligence to be criminally active, and is assessed by police and partner agencies as medium to high risk to re-offend. These offenders reside within our detachment area and are capable of causing a disproportionate amount of crime in the community. At the conclusion of this reporting period, there are 15 Prolific Offenders identified for monitoring in the Vernon North Okanagan. Of those, five are currently in custody and 10 are not in custody. Of the 10 not in custody, five reside within the City of Vernon, one within the outlying rural area and four have relocated outside of our jurisdiction.

Downtown Enforcement

During this reporting period, the Downtown Enforcement Unit liaised with the street entrenched population, provided referral information and conducted enforcement action. During the course of their duties, DEU executed 78 warrants of arrest and recommended 21 investigations for charge approval. Of the 21 investigations, 10 involved persons charged with failure to comply with police or court imposed conditions.

Opioid Pilot Project

The Opioid Pilot Project commenced on December 8th, 2018 to improve service for people suffering from addiction issues which often lead to their involvement in criminal behaviour. Partnered with Interior Health Mental Health and Substance Service and the BC Centre for Disease Control, the Vernon North Okanagan RCMP offer Naloxone kits to those at risk of overdose. In addition, frontline officers provide referral to and information regarding local harm reduction services. The pilot project is moving to phase 3 with the addition of an Opioid Agonist Treatment nurse capable of prescribing Suboxone to clients. The goal of the project is to save lives and reduce crime associated to addiction.

Month	Card given	Referral made	Video shown	Kit provided
January	3	0	0	0
February	3	2	0	1
March	13	6	0	4
Total	19	8	0	5

NORTH OKANAGAN RURAL

OPERATIONS

The below tables are the total number of calls for service with Criminal Code offences and property crime extracted for the 1st quarter of 2021.

Category	Armstrong		Spallumcheen		Enderby	
	Q1	YTD	Q1	YTD	Q1	YTD
Calls for Service	264	264	276	276	403	403
Criminal Code	88	88	61	61	118	118
Property Offences	29	29	25	25	48	48

Category	Falkland		Lumby		Westside	
	Q1	YTD	Q1	YTD	Q1	YTD
Calls for Service	82	82	226	226	170	170
Criminal Code	18	18	63	63	66	66
Property Offences	6	6	17	17	20	20

Below is a table of the total charges forwarded to Vernon and Salmon Arm Crown Counsel, the total prisoners held in the North Okanagan cellblock and the number of Police Dog Service interventions.

Category	North Okanagan	
	Q1	YTD
Charges Forwarded	150	150
Prisoners	35	35
PDS Interventions	9	9

FRONT LINE POLICING

Armstrong

On January 6th, frontline officers responded to a disturbance on Wright Street where a man had damaged the tires of a vehicle parked in a driveway. Police arrested a 30-year old man for mischief under \$5000.

On January 28th, police investigated a report of a pedestrian hit and run on Pleasant Valley Road. When a youth crossed in the marked crosswalk, a vehicle sped through the intersection and connected with the youth's backpack. Police were unable to locate the driver. Fortunately, the youth was uninjured.

On March 5th, police responded to a school lock-down after a student threatened a teacher. To ensure the safety of students and staff, police located and took the youth into custody. Police determined that, after becoming angry, the student threw an item at the teacher causing minor injury. Police brought the youth to the detachment to meet with guardians. The Ministry of Children and Families as well as officials with School District 83 became involved.

Enderby

On January 1st, frontline officers investigated a report of a vehicle stolen from a business in Grindrod. Police identified a suspect; however, there was not enough evidence to substantiate a charge. Police found the vehicle abandoned in Saskatchewan.

On January 3rd, the Emergency Coordination Centre received SOS Activity from a Garman Device registered to an individual snowmobiling in the Hunters Range. Frontline officers contacted Vernon Search and Rescue to commence a rescue, located three riders in need of assistance and brought them to safety.

On January 6th, police responded to a collision on Hwy 97A south of Canyon Road involving a logging truck, a car and a mini van. The Enderby Fire Department attended to extract the passengers of the van. EHS rushed one passenger to hospital by Air Ambulance, who later succumbed to injuries. The driver of the car, a 36 year old man, is facing criminal charges.

On February 2nd, frontline officers responded to a three vehicle collision north of Springbend Road on Highway 97A where a tractor-trailer lost its' load of lumber, blocking the highway. The driver of the tractor-trailer received a fine under the Motor Vehicle Act.

On March 21st, frontline officers responded to a collision on George Street involving a pickup truck where the passenger sustained serious, non-life threatening injuries. Police determined the driver's ability to operate a motor vehicle was impaired by alcohol and demanded a breath sample. A 26-year old man is facing criminal charges of impaired driving causing bodily harm and dangerous operation of a motor vehicle. The matter is before the courts.

Falkland

On January 29th, frontline officers responded to a collision on Back Road in Westwold where a vehicle had collided with a residence. In an attempt to avoid an animal on the roadway, the driver swerved off road and through a fence, eventually colliding with the structure. The 54-year old driver did not sustain injury.

On February 17th, police assisted the Falkland Fire Department with a structure fire on a property on Smith Road. The homeowners and pets were uninjured and police determined no criminality in the cause of the fire.

On March 7th, a frontline officer on patrol observed a vehicle travelling on Hwy 97 in excess of the speed limit. It was determined the vehicle was travelling approximately 130km per hour in a 90 km zone. Police issued the 33-year old driver a charge under the Motor Vehicle Act for excessive speed and no driver's licence. Police impounded the vehicle for seven days.

Lumby

On January 15th, police investigated a report of a vehicle stolen from a property on Christian Road. Police recovered the vehicle in Kelowna and two men, age 40 and 42, are charged with numerous charges including possession of stolen property and dangerous operation of a motor vehicle.

On February 25th, police responded to a report of a possible impaired driver and located the vehicle unattended on Hwy 6. Police checks confirmed the owner reported the vehicle stolen from a neighbouring area. A man matching the description given by witnesses was located a short distance away. A 29-year old man was arrested for possession of stolen property and the matter is before the court.

On February 26th, police investigated a break-in to a business on Vernon Street where the suspect stole numerous items. Police identified and interviewed a suspect who admitted to the crime. A 44-year old man is charged with break, enter and theft. The matter is before the court.

On March 23rd, police investigated a report of a possible police impersonator stopping vehicles on Hwy 6 near Dure Meadow Road. Police released the information to the public through the media in an attempt to solicit witnesses and several persons came forward. A thorough investigation revealed a police officer with the BC Highway Patrol from Falkland was conducting traffic enforcement in the area in an unmarked police vehicle and had conducted the traffic stops during the course of duties.

Spallumcheen

On January 8th, police investigated a report of a suspicious vehicle seen at a residence on Spallumcheen Drive. Police determined the driver was impaired by alcohol as well as in breach of court ordered conditions. Police issued the driver a 90-day immediate roadside driving prohibition as well as impounded the vehicle for 30 days. The 50-year old man was arrested and is charged with breach of a court order.

On January 9th, frontline officers responded to a head-on fatal collision on Hwy 97A near Stepney Road involving two vehicles. The BC Coroner Service as well as an RCMP Collision Reconstructionist attended to the scene. Police interviewed numerous witnesses and determined the northbound vehicle pulled into the oncoming lane in an attempt to pass, resulting in the death of the 17-year old driver.

On February 3rd, a police officer on patrol observed a vehicle on Hwy 97A at Otter Lake Cross Road travelling 147km/hour in a 100 km/hour zone. Police conducted a traffic stop and charged the driver under the Motor Vehicle Act for excessive speed. As well, police impounded the vehicle for seven days.

On February 27th, frontline officers responded to a single vehicle fatality on Corkscrew Road where a SUV left the roadway and flipped, ejecting the driver. The 48-year old driver was pronounced deceased on scene. The BC Coroner Service as well as an RCMP Collision Reconstructionist attended to the scene.

On March 12th, frontline officers located a vehicle stopped roadside on Hwy 97A with a man believed to be asleep in the driver's seat. Police determined the driver stole the vehicle during a break, enter and theft that occurred earlier in another jurisdiction. The 26-year old man was arrested for possession of stolen property and held in custody.

Westside

On January 30th, police investigated a break, enter and theft from a rural residence on Beau Park Road. The unknown suspect entered the building and stole numerous items. The RCMP Forensic Identification Section attended; however, were unable to identify the suspects.

On February 11th, a frontline officer on patrol observed a vehicle on Westside Road travelling at 106 km/hour, in a posted 60km/hour speed limit. The officer issued the driver a violation ticket under the Motor Vehicle Act and impounded the vehicle for 7 days.

On March 6th, police investigated a break-in at a summer property on Kilkenny Place. Police discovered damage to the door to the residence as well as the storage unit; however, it appeared nothing was stolen. Police were unable to identify the suspects.

On March 7th, a frontline officer on patrol observed a vehicle on Westside Road travelling at 110 km/hour, in a posted 60km/hour speed limit. The officer issued the driver a violation ticket under the Motor Vehicle Act for excess speeding and no driver's licence. In addition, the driver failed a roadside alcohol screening device test and police issued a driving prohibition for 90 days and impounded the vehicle for 30 days.

GENERAL INVESTIGATION SECTION

The following is a synopsis of some of the recent investigations conducted by the Rural General Investigation Section and does not reflect all the tasks the two officers are working on, nor does it include information that could affect on-going police investigations.

In March, Rural GIS assisted the Vernon Serious Crime Unit with the investigation of a home invasion.

On March 23rd, Rural GIS assisted the frontline officers with the arrest of a 45-year old man who was in breach of his probation.

In March, Rural GIS assisted with a cross jurisdiction investigation involving a person impersonating an RCMP officer, with events reported in Rock Creek, Lumby, Vernon and Grand Forks. Rural GIS confirmed the traffic stops conducted in Lumby were by the BC Highway Patrol in an unmarked police vehicle.

TRAFFIC ENFORCEMENT

North Okanagan Rural

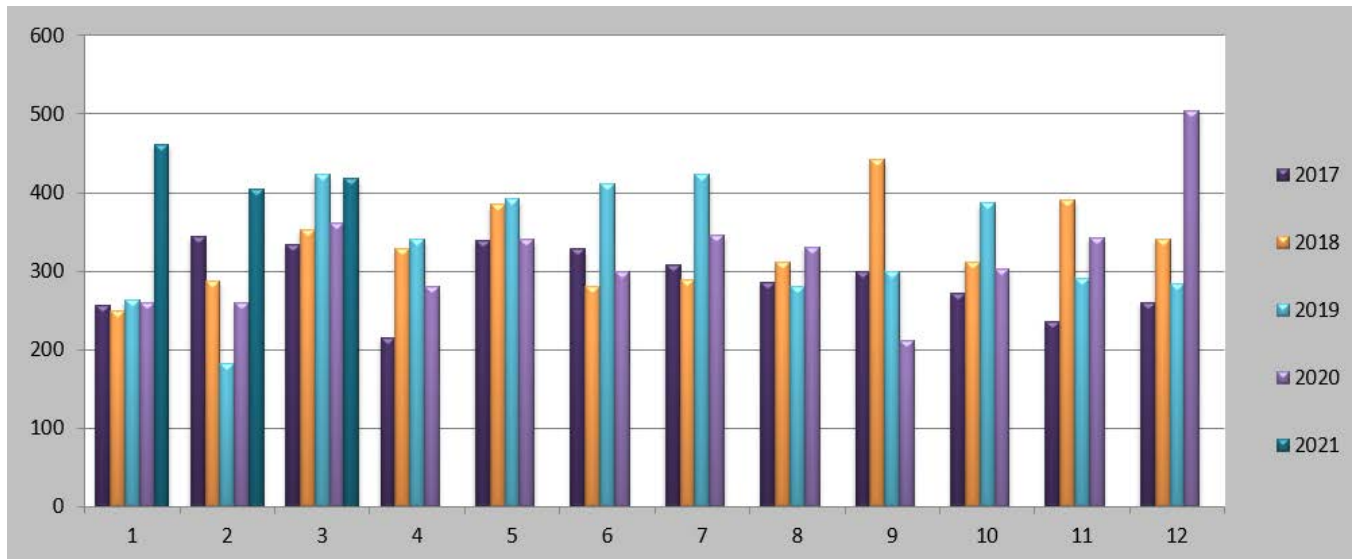
- Road Check Stops: 1
- Impaired Drivers taken off the road by way of suspension or charge: 17
- Distracted Driver Charge: 1

Area	Violation Ticket	Warning
Armstrong	30	41
Enderby	16	12
Falkland	5	7
Lumby	17	14
Spallumcheen	48	24
Westside	30	25

Vernon/Coldstream

- Road Check Stops: 4
- Impaired Drivers taken off the road by way of suspension or charge: 36
- Distracted Driver Charge: 3

Area	Violation Ticket	Warning
Vernon	614	343
Coldstream	117	184
Vernon Rural	3	1



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

FORENSIC IDENTIFICATION SECTION

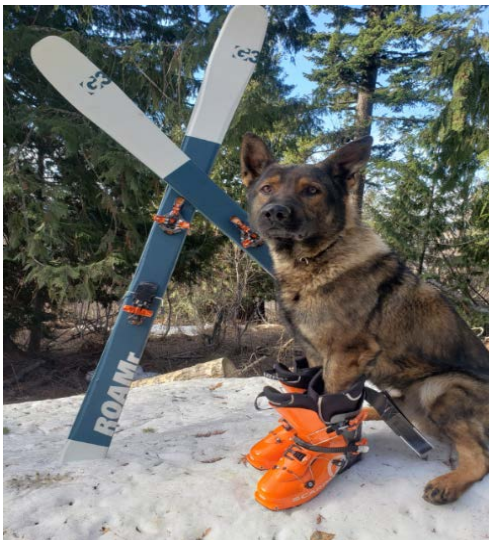
The Vernon North Okanagan Integrated Forensic Identification Section (IFIS) is operating with two of the three members in rotation. During the first quarter, IFIS provided investigative assistance for 44 files, identified 12 fingerprints and supplied two preliminary associations. As well, IFIS collected 25 friction ridge impressions, 21 footwear impressions, 25 DNA swabs, two tire impressions and gathered five other types of physical evidence.

Call for Service	Vernon/Coldstream	North Rural
Break and Enter	7	2
Theft under \$5000	2	0
Theft from Vehicle	3	0
Theft of Vehicle	11	5
Mischief	1	0
Possession of Stolen Property	2	2
Homicide	0	1
Robbery	1	0
Firearms Offences	3	0
Assault	1	0
Arson	1	0
Drug Offences	1	0
Other offences	1	0
Total	34	10

*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 (PDS)

The Vernon Police Dog Service consists of two handlers and their police dogs, Hawkes and Jagger. Over the past quarter, these valuable teams assisted frontline officers, conducting tracks for suspects and acting as the liaison for Search and Rescue.



In February, Corporal Brady KYLE completed his training to become an Avalanche certified police dog able to search for articles and people buried beneath the snow surface. In order to successfully meet the requirements for the Avalanche ski competency, the PDS Avalanche team must prove able to locate subject who were buried for more than 24 hours in excess of 100 cm of snow. Despite not having a skiing background, Corporal KYLE recognized the need to have a police dog with the Avalanche profile in the area. PDS Avalanche teams are industry certified by the Canadian Avalanche Association to operate within winter backcountry environments.

In total, PDS had 17 calls for service and successful captured three suspects; one in Vernon, one in Armstrong and one in Enderby.

RESERVE CONSTABLE PROGRAM

Currently, the Reserve Constables program at the Vernon North Okanagan detachment has seven participants who provide a variety of functions. These experienced police officers provide assistance with

traffic enforcement, coverage for personnel shortages in frontline policing and FIS, and crime scene security, as required.

AREA	PATROLS	VIOLATION TICKET	WARNING
Vernon	31	293	166
Coldstream	0	0	0
Total	31	293	166

SCHOOL RESOURCE OFFICER



Due to a vacancy of the School Resource Officer position, frontline officers stepped up to fill the void, in addition to their regular duties, and provide presentations to the schools including healthy relationships “It’s a No” and Cyber safety. In addition, Constable Chris Terleski liaised with School District 22 staff regarding No Trespass Orders, suspension hearings and provided guidance for school level issues. Constable Terleski recruits frontline officers to assist with Starfish pack delivery and participate in school lock-down drills.

COMMUNITY POLICING

Community Safety Office

The City of Vernon Community Safety Office remains open and staffed by dedicated volunteers. During this quarter, the office had 544 front counter visits and fielded 44 phone calls. The bike theft prevention initiative, Project 529, continues to be offered, with registrations increasing in response to a Vernon resident’s creation of a “How to” video which was shared with all 529 members.

Vernon RCMP Volunteers

Currently, there are 43 volunteers with the City of Vernon RCMP Volunteers program. One volunteer, Donna Kaufmann, was the 2021 recipient of the Rotary RCMP Volunteer of the Year award for her outstanding volunteer service to the community. Ms Kaufmann donated the \$500 award to Teen Junction. This quarter, the dedicated group conducted 78 hours of Speed Watch duties for 13 operations and 17 hours of Cell Watch duties during 11 operations to target distracted drivers. In addition, volunteers assisted with barricade enforcement during Winter Carnival festivities at Polson Park.

HUMAN RESOURCES

Established Levels

Vernon North Okanagan Detachment is currently at 103 Regular Members: 56 City of Vernon; 30 Provincial; 4 City of Armstrong; 7 District of Coldstream; 4 Township of Spallumcheen, 1 Splats’in First Nation & 1 Okanagan Indian Band (OKIB).

Funded Levels

As of March 31st, 2021, the Vernon North Okanagan Detachment billed 52.26 City of Vernon; 26.46 Provincial; 3.04 City of Armstrong; 6.69 District of Coldstream; 3.6 Township of Spallumcheen, .86 Splats’in First Nation & .8 Okanagan Indian Band (OKIB).

QUARTERLY STATISTICS

The following pages contain the police statistics for the 1st quarter of 2021, January to March, with a comparison for the same month of the previous year. The activity types selected 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.

1st Quarter Statistics – City of Vernon						
ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	1379	1340	1295	1326	1416	1654
Robbery	7	2	3	1	4	1
Assault (Includes DV)	33	37	39	37	40	41
Domestic Violence	12	8	5	10	7	6
Sex Offence	7	3	6	5	7	4
B&E Residence	9	7	16	2	10	3
B&E Commercial	7	7	13	13	3	12
Theft of Vehicle	11	10	9	19	10	18
Theft From Vehicle	71	42	65	36	49	49
Theft Over \$5000	-	-	2	-	2	1
Theft Under \$5000	104	58	105	63	91	95
Drug Offence	37	29	34	26	30	23
Liquor Offences	18	13	17	5	24	16
Impaired Driving	14	12	9	14	10	22
24 Hour Driving Suspension	-	4	-	1	1	7
Motor Vehicle Accidents	18	27	31	28	29	25

1st Quarter Statistics – Vernon Rural						
ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	125	117	103	91	82	145
Robbery	-	-	-	-	-	-
Assault (Includes DV)	4	1	1	2	2	4
Domestic Violence	4	-	1	-	2	-
Sex Offence	1	1	1	-	-	-
B&E Residence	1	2	1	-	2	1
B&E Commercial	2	-	1	-	2	1
Theft of Vehicle	-	2	3	2	2	1
Theft From Vehicle	12	5	6	3	2	6
Theft Over \$5000	-	-	-	-	2	-
Theft Under \$5000	2	2	2	1	2	2
Drug Offence	1	-	1	-	-	1
Liquor Offences	-	1	-	-	-	-
Impaired Driving	-	1	-	2	-	2
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	4	6	10	7	1	6

1st Quarter Statistics – District of Coldstream

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	87	93	87	91	96	116
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	1	1	4	3	5
Domestic Violence	-	1	1	1	1	1
Sex Offence	2	1	-	-	2	2
B&E Residence	-	-	2	-	1	-
B&E Commercial	1	-	-	-	-	-
Theft of Vehicle	-	-	1	-	1	1
Theft From Vehicle	1	1	6	2	3	1
Theft Over \$5000	-	-	-	-	1	1
Theft Under \$5000	2	2	2	-	1	3
Drug Offence	-	-	-	-	2	1
Liquor Offences	1	1	-	-	2	1
Impaired Driving	1	-	1	2	4	2
24 Hour Driving Suspension	1	-	-	-	-	-
Motor Vehicle Accidents	3	3	7	7	4	2

1st Quarter Statistics – City of Armstrong NR4100 and NR4101

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	74	85	77	66	80	
Robbery	-	-	-	-	-	-
Assault (includes DV)	1	-	1	2	3	3
Domestic Violence	1	-	1	-	2	-
Sex Offence	-	-	-	-	-	-
B&E Residence	1	1	-	-	1	1
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	-	2	1	-	2
Theft From Vehicle	4	1	-	1	-	4
Theft Over \$5000	1	-	-	1	-	-
Theft Under \$5000	2	3	2	-	-	2
Drug Offence	-	-	-	-	2	1
Liquor Offences	-	-	-	3	-	2
Impaired Driving	-	1	2	-	2	1
24 Hour Driving Suspension	-	-	2	1	2	-
Motor Vehicle Accidents	1	1	3	1	-	1

1st Quarter Statistics – Spallumcheen NR4200

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	68	88	87	71	81	101
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	1	2	-	1	1
Domestic Violence	-	-	-	-	-	1
Sex Offence	-	-	-	-	-	-
B&E Residence	1	-	-	-	-	-
B&E Commercial	-	-	-	-	1	1
Theft of Vehicle	2	1	-	2	3	3
Theft From Vehicle	2	1	1	-	-	1
Theft Over \$5000	1	3	1	-	-	-
Theft Under \$5000	-	-	-	-	3	2
Drug Offence	-	2	-	-	1	-
Liquor Offences	-	1	-	-	-	-
Impaired Driving	-	-	1	1	1	1
24 Hour Driving Suspension	-	-	1	-	-	-
Motor Vehicle Accidents	7	5	10	12	2	3

1st Quarter Statistics – Spallumcheen Hwy 97/97A

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	14	13	15	15	6	15
Impaired Driving	-	-	-	-	-	-
24 Hour Suspension	-	-	-	-	-	-
Drug Offences	-	-	-	-	-	-
Motor Vehicle Accidents	1	1	4	5	-	-
Collision over \$10000	-	-	-	-	-	-
Collision non-fatal injury	2	-	-	1	-	-
Collision Fatal	-	-	-	-	-	-
Traffic moving offences	4	6	6	5	3	10
Driving Complaints	7	6	6	5	4	7
Liquor Offences	-	1	-	-	-	-

1st Quarter Statistics – City of Enderby NR1200 and NR1201

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	66	68	67	69	104	77
Robbery	-	1	-	-	-	-
Assault (Includes DV)	-	6	-	2	3	2
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	2
B&E Commercial	-	1	2	-	1	-
Theft of Vehicle	-	-	3	2	3	
Theft From Vehicle	4	2	-	1	1	2
Theft Over \$5000	-	-	-	-	2	-
Theft Under \$5000	1	1	4	4	3	1
Drug Offence	3	1	1	-	1	-
Liquor Offences	2	2	1	2	2	2
Impaired Driving	-	-	-	-	-	2
24 Hour Driving Suspension	-	1	-	-	-	-
Motor Vehicle Accidents	1	2	-	1	3	1

1st Quarter Statistics – Enderby Rural NR1202 to NR1204

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	66	57	60	57	64	63
Robbery	-	-	-	-	1	-
Assault (Includes DV)	-	3	-	3	1	3
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	2	1	1	-	1	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	1	3	-	1	1	1
Theft From Vehicle	-	1	1	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	1	-	1
Drug Offence	-	1	-	-	-	-
Liquor Offences	-	1	-	-	-	-
Impaired Driving	-	-	-	1	1	-
24 Hour Driving Suspension	-	-	-	1	-	-
Motor Vehicle Accidents	5	2	5	5	3	2

1st Quarter Statistics – Village of Falkland NR1300 and NR1301

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	10	9	7	9	10	14-
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	-	-	-	-	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	1	-	-	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	1	-	-	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	1	-	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	1	-	-	-	-	-

1st Quarter Statistics – Falkland Rural NR1302 and NR1303

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	36	39	23	37	34	33
Robbery	-	-	-	-	-	-
Assault (Includes DV)	-	1	1	2	1	-
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	1
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	1	1	-	1	-	1
Theft From Vehicle	-	-	-	-	-	1
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	-	-	-	-	-	-
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	-
Impaired Driving	-	-	-	-	1	1
24 Hour Driving Suspension	-	1	-	-	-	-
Motor Vehicle Accidents	7	5	3	5	-	3

1st Quarter Statistics – Village of Lumby NR1400 and NR1401

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	34	30	32	39	45	51
Robbery	-	-	-	-	-	-
Assault (Includes DV)	3	2	2	2	3	1
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	1
B&E Commercial	-	-	-	1	-	-
Theft of Vehicle	-	-	-	-	-	-
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	-
Theft Under \$5000	3	2	-	-	-	-
Drug Offence	-	-	-	1	-	-
Liquor Offences	-	-	-	-	1	-
Impaired Driving	-	-	1	2	1	2
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	1	-	-	-	-	-

1st Quarter Statistics – Lumby Rural NR1402 and NR1403

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	44	49	31	47	30	48
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	2	1	-	1	1
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	2	1	1	-	1	1
Theft From Vehicle	-	-	-	-	1	-
Theft Over \$5000	-	1	-	-	1	1
Theft Under \$5000	-	-	-	-	1	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	1	-	1
Impaired Driving	1	-	-	-	1	1
24 Hour Driving Suspension	-	-	-	-	-	1
Motor Vehicle Accidents	4	5	3	4	3	2

1st Quarter Statistics – OKIB NR8000, NR8001, NR8101, NR8102

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	43	66	26	50	53	61
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	3	-	3	2	3
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	-	-
B&E Commercial	-	-	1	-	-	-
Theft of Vehicle	-	-	-	3	-	2
Theft From Vehicle	-	-	-	1	-	3
Theft Over \$5000	-	1	-	-	-	1
Theft Under \$5000	1	1	-	-	2	-
Drug Offence	-	-	-	-	-	1
Liquor Offences	1	-	-	-	1	-
Impaired Driving	-	-	1	1	1	4
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	4	5	1	2	1	2

1st Quarter Statistics – Splatsin NR8100 and NR8200

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	22	37	16	39	23	48
Robbery	-	-	-	-	-	-
Assault (Includes DV)	2	1	1	2	3	1
Domestic Violence	-	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	-	-	-	1	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	1	-	-	-	2
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	-	-	-	-	2
Theft Under \$5000	-	-	-	-	-	2
Drug Offence	-	-	-	1	-	1
Liquor Offences	-	-	-	2	1	4
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	4	1	1	1	1	1

1st Quarter Statistics – Westside Road NR1000

ACTIVITY TYPE	Jan 2020	Jan 2021	Feb 2020	Feb 2021	Mar 2020	Mar 2021
Total Files	27	21	20	25	33	49
Robbery	-	-	-	-	-	-
Assault (Includes DV)	1	2	-	-	2	1
Domestic Violence	1	-	-	-	-	-
Sex Offence	-	-	-	-	-	-
B&E Residence	-	1	-	-	1	-
B&E Commercial	-	-	-	-	-	-
Theft of Vehicle	-	2	-	1	-	1
Theft From Vehicle	-	-	-	-	-	-
Theft Over \$5000	-	1	-	1	-	-
Theft Under \$5000	-	-	-	1	-	1
Drug Offence	-	-	-	-	-	-
Liquor Offences	-	-	-	1	-	-
Impaired Driving	-	-	-	-	-	-
24 Hour Driving Suspension	-	-	-	-	-	-
Motor Vehicle Accidents	1	-	-	1	-	2

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: April 22, 2021
Subject: 2021 Budget Bylaws

Recommendation

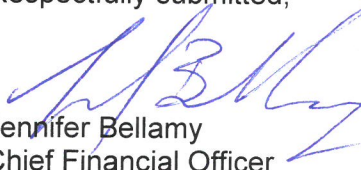
THAT Council, in accordance with Section 12 of Ministerial Order No. M192 [Local Government Meetings and Bylaw Process (COVID-19) Order], gives third reading and adopts the bylaws cited as "City of Enderby 2021-2025 Financial Plan Bylaw No. 1720, 2021", "City of Enderby Annual Tax Rate Bylaw No. 1721, 2021", "City of Enderby Sewer Frontage Tax Bylaw No. 1722, 2021", "City of Enderby Water Frontage Tax Bylaw No. 1723, 2021" and "City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1724, 2021".

Background/Discussion:

Local governments are still operating under the authority of Emergency Program Order M192, which allows local governments to adopt financial bylaws on the same day that third reading has been given.

The attached budget bylaws are the bylaws given first and second reading by Council at the April 19, 2021 meeting. These bylaws must be adopted by Council on or before May 14, 2021.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1720

A BYLAW OF THE CITY OF ENDERBY RESPECTING THE 2021 – 2025 FINANCIAL PLAN

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

1. This bylaw may be cited as “City of Enderby 2021 – 2025 Financial Plan Bylaw No.1720, 2021”.
2. Schedule “A” attached hereto and made part of the Bylaw is hereby declared to be the 2021 – 2025 Financial Plan of the City of Enderby.
3. Schedule “B” attached hereto and made part of this Bylaw is the Statement of Objectives and Policies for the City of Enderby that support the 2021 – 2025 Financial Plan.
4. Bylaw No. 1696, cited as “City of Enderby 2020 – 2024 Financial Plan Bylaw No. 1696, 2020”, is hereby repealed.

READ a FIRST time this ____ day of _____, 2021.

READ a SECOND time this ____ day of _____, 2021.

READ a THIRD time this ____ day of _____, 2021.

ADOPTED this ____ day of _____, 2021.

MAYOR

CORPORATE OFFICER

CITY OF ENDERBY
2021-2025 Financial Plan

Consolidated Five Year Financial Plan
Schedule 'A' of Bylaw No. 1720

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
REVENUES					
Municipal Taxation	1,633,605	1,681,200	1,726,302	1,772,762	1,823,237
Utility Taxes / Grants in Lieu	100,501	102,511	104,561	106,652	108,785
Sale of Services / Other Contributions	658,251	970,050	655,401	668,509	681,879
Revenue from own Sources	1,262,579	1,287,830	1,313,587	1,339,858	1,366,656
Grants	2,050,405	5,771,932	671,695	671,695	671,695
Sewer Revenue	784,506	876,101	890,330	904,825	919,593
Water Revenue	774,775	866,488	881,149	896,080	911,286
Total Revenues	7,264,622	11,556,112	6,243,025	6,360,381	6,483,131
EXPENSES					
General Government Services	1,229,357	872,669	890,122	907,924	926,083
Protective Services	584,770	224,232	228,716	233,291	237,956
Transportation Services	664,168	662,662	675,915	689,433	703,222
Environmental Health Services	110,099	109,751	111,946	114,185	116,469
Animal Control	29,374	29,962	30,561	31,172	31,795
Cemetery	62,028	63,269	64,534	65,825	67,142
Recreation & Cultural Services	233,760	108,895	111,073	113,295	115,560
Fortune Parks Recreational Services	867,940	776,516	792,046	807,887	824,045
Tourism & Community Engagement	223,750	208,692	212,866	217,123	221,466
Sewer Expenditures	766,630	624,883	637,380	650,128	663,130
Water Expenditures	755,135	614,891	627,189	639,733	652,528
Fiscal Services	107,623	104,156	104,156	104,156	104,156
Total Expenses	5,634,634	4,400,578	4,486,504	4,574,152	4,663,552
SURPLUS (DEFICIT) FOR THE YEAR	1,629,988	7,155,534	1,756,521	1,786,229	1,819,579
TOTAL CASH FROM OPERATIONS	1,629,988	7,155,534	1,756,521	1,786,229	1,819,579
ADJUST FOR CASH ITEMS					
Capital Asset expenditures	(3,163,885)	(6,123,347)	(1,694,000)	(135,212)	-
Debt Principle repayment	(466,883)	(108,794)	(108,794)	(108,794)	(108,794)
Debt Proceeds	-	-	400,000	-	-
Transfer From Reserves	1,950,379	548,623	1,116,253	45,000	-
Transfer to Reserves	(1,388,058)	(1,488,016)	(1,469,980)	(1,587,223)	(1,710,785)
Transfer From Operating Surplus	1,438,459	16,000	-	-	-
TOTAL CASH ADJUSTMENT	(1,629,988)	(7,155,534)	(1,756,521)	(1,786,229)	(1,819,579)
FINANCIAL PLAN BALANCE	-	-	-	-	-

**CITY OF ENDERBY
2021-2025 Financial Plan**

**Statement of Objectives and Policies
Schedule 'B' of Bylaw No. 1720**

In accordance with Section 165(3.1) of the *Community Charter*, the City of Enderby is required to include in the Five Year Financial Plan objectives and policies regarding each of the following:

1. The proportion of total revenue that is proposed to come from each funding source;
2. The distribution of property taxes among the property classes;
3. The use of permissive tax exemptions.

Proportion of Total Revenue From Funding Sources

Policies

- The City of Enderby will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service, while maintaining affordability for its citizens.
- Where possible, the City of Enderby will use revenues from grant funding and user fees and charges to lessen the burden on its property tax base.

Table 1: Sources of Funding

<i>Funding Source</i>	% of Total Revenue	Dollar Value
<i>Property taxation</i>	15.3 %	\$ 1,633,605
<i>User Fees and charges</i>	20.0 %	\$ 2,124,670
<i>Other sources*</i>	45.5 %	\$ 4,844,780
<i>Government grants</i>	19.2 %	\$ 2,050,405
<i>Debt proceeds</i>	0.0 %	\$ 0
<i>Total</i>	100.0 %	\$ 10,653,460

- a) Property Taxation provides a stable and reliable source of revenue for services of a general collective benefit such as fire protection, street maintenance, snow removal, and general administration.
- b) User fees and charges are collected for services that can be measured and charged on a user-pay basis such as water and sewer usage, building permits, business licenses, and sale of services. User fees attempt to apportion the value of a service to those who use the service.
- c) Other sources includes transfers from reserves and surplus funds, and funding received from other jurisdictions.
- d) Government Grants are for projects where the City of Enderby has received grant approval or is anticipating approval in 2021.
- e) Debt proceeds represent any borrowed funds that will be received. The City has not engaged in any borrowing for 2021.

Distribution of Property Value Taxes

The residential property class provides the largest proportion of property tax revenue as the class also forms the largest portion of the assessment base.

Objective

- To distribute the tax burden amongst the property classes equitably.

Table 2: Distribution of Property Tax Rates

Property Class	% Of Total Property Taxation	Dollar Value
Residential (1)	78.42 %	\$ 1,281,052
Utilities (2)	1.16 %	\$ 19,007
Light Industrial (5)	2.04 %	\$ 33,310
Business and Other (6)	18.29 %	\$ 298,802
Recreation / Non-Profit (8)	0.04 %	\$ 632
Farmland (9)	0.05 %	\$ 802
Total	100.00 %	\$ 1,633,605

Permissive Tax Exemptions

Objective

- In conjunction with the development of the Financial Plan, Council will continue to provide permissive tax exemptions to organizations where the value of permissive tax exemptions granted would not exceed approximately 5% of the annual municipal levy.

The City of Enderby provides permissive tax exemptions consistent with its policy. Some of the eligibility criteria for permissive tax exemptions include:

- The Organization's use of the land and/or improvements must be for public benefit to provide programs and/or activities consistent with Council's objective of enhancing quality of life and delivering services economically.
- The exemption must be used to benefit the Organization directly and the cost savings attributed to the exemption cannot be turned over to another organization.
- Only Organizations who meet the requirements of the *Community Charter* are eligible for a permissive tax exemption.

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1721

A BYLAW FOR THE LEVYING OF RATES FOR MUNICIPAL, REGIONAL HOSPITAL DISTRICT, REGIONAL LIBRARY, AND REGIONAL DISTRICT PURPOSES FOR THE YEAR 2021

WHEREAS pursuant to section 197 of the *Community Charter*, Council must, by bylaw, impose property value taxes for the year by establishing the tax rates for the municipal revenue proposed to be raised from property value taxes and the amounts to be collected by means of rates established by the City to meet its taxing obligations in relation to another local government or other public body;

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

1. This bylaw may be cited as “City of Enderby Annual Tax Rate Bylaw No. 1721, 2021”.
2. The following rates are hereby imposed and levied for the year 2021:
 - (a) For all lawful and general purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Schedule “A” attached hereto and forming part of the bylaw.
 - (b) For hospital purposes on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Schedule “A” attached hereto and forming part of this bylaw.
 - (c) For library purposes on the value of land and improvements taxable for Regional Library purposes, rates appearing in Schedule “A” attached hereto and forming part of this bylaw.
 - (d) For regional district purposes on the value of land and improvements taxable for Regional District purposes, rates appearing in Schedule “A” attached hereto and forming part of this bylaw.
3. The minimum amount of taxation upon a parcel or real property shall be One Dollar (\$1.00).
4. Bylaw No. 1697, cited as “City of Enderby Annual Tax Rate Bylaw No. 1697, 2020”, is hereby repealed.

READ a FIRST time this ___ day of ___, 2021.

READ a SECOND time this ___ day of ___, 2021.

READ a THIRD time this ___ day of ___, 2021.

ADOPTED this ____ day of ____, 2021.

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

Property Class	General Municipal	North Okanagan/ Columbia Shuswap Regional District Hospital	Regional Library	Regional District
1 Residential	3.0010	0.3321	0.1994	0.7554
2 Utility	37.4164	1.1623	2.4861	2.6439
5 Light Industry	8.4925	1.1291	0.5643	2.5683
6 Business	6.5831	0.8136	0.4374	1.8507
8 Recreation	3.6012	0.3321	0.2393	0.7554
9 Farm	3.0010	0.3321	0.1994	0.7554

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO.1722

A BYLAW TO IMPOSE A SEWER FRONTAGE TAX ON OWNERS OF LAND
PURSUANT TO THE PROVISIONS OF THE COMMUNITY CHARTER

WHEREAS the Council of the Corporation of the City of Enderby, is empowered by the Community Charter to impose and levy a frontage tax to meet the cost of works and services that benefit land within the Municipality;

AND WHEREAS certain costs have been incurred by the City in providing sewer services to land within its boundaries;

AND WHEREAS it is deemed desirable and expedient to impose and levy a frontage tax on land benefiting from such service to meet such costs;

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

1. This bylaw may be cited as "City of Enderby Sewer Frontage Tax Bylaw No. 1722, 2021".
2. In this bylaw, unless the context otherwise requires, "actual foot frontage" means the number of feet of a parcel of land which actually abuts on the work or highway;

"Assessor" means the Chief Financial Officer of the City of Enderby;

"Taxable foot frontage" means the actual foot frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the work or highway, and in respect of which parcel the frontage tax is levied for the work or services;

"Total actual foot frontage" means the sum or the actual foot frontage of the parcels of land which actually abuts on the work or highways;

3. A tax shall be and is hereby imposed upon the owners of land or real property that is capable of being serviced with sewer by the Corporation whether or not such land or real property is connected to the said service or services; the aforesaid tax to be hereinafter referred to as the "frontage tax".
4.
 - a) The Frontage Tax shall be levied in each year on each parcel of land aforementioned and the amount thereof, except as otherwise provided in the bylaw, will be the product of the taxable foot frontage and the annual rate.
 - b) The annual rate shall be \$2.63 per taxable foot frontage.

5. The frontage tax shall be in force and be effective until the complete discharge and satisfaction by the Corporation of all obligations presently incurred, and to be incurred, in respect of the aforesaid service.
6. For the purpose of the bylaw, a regularly shaped parcel of land is rectangular.
7.
 - a) To place the frontage tax on a fair and equitable basis, the taxable foot frontage of the following parcels of land shall be the number of feet fixed by the Assessor:
 - i. a triangular or irregularly shaped parcel of land; or
 - ii. a parcel of land wholly or in part unfit for building purposes;
or
 - iii. a parcel of land which does not abut on the work, but is nevertheless deemed to abut the work, as the case may be.
 - b) The Assessor, in fixing the taxable foot frontage under subsection (2), shall have due regard to:
 - i. the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
 - ii. the benefit derived from the sewer.
8. For the purpose of this bylaw:
 - a) Whereas the number of feet of a parcel of land which abuts a sewer main has less than 50 feet frontage, the taxable foot frontage shall be deemed to be a minimum of 50 feet, and where such parcel has more than 100 feet of frontage, the taxable foot of frontage shall be deemed to be 100 feet.
 - b) Where the parcel of land is situated at the junction or intersection of highways, the taxable foot frontage shall be 70 percent of the actual foot frontage or alternately shall be not more than the stated maximum number of feet.
 - c) Where the front and rear boundaries of a parcel of land each abut on a highway, other than a lane, which for the purpose of this bylaw is defined as a highway having a width of 20 feet or less, the taxable foot frontage shall be not more than the stated maximum number of feet.

9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1st day of January 2021 and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B.C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1698, cited as "City of Enderby Sewer Frontage Tax Bylaw No. 1698, 2020", is hereby repealed.

READ a FIRST time this ___ day of _____, 2021.

READ a SECOND time this ___ day of _____, 2021.

READ a THIRD time this ___ day of _____, 2021.

ADOPTED this ___ day of _____, 2021.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1723

A BYLAW TO IMPOSE A WATER FRONTAGE TAX ON OWNERS OF LAND
PURSUANT TO THE PROVISIONS OF THE COMMUNITY CHARTER

WHEREAS the Council of the Corporation of the City of Enderby, is empowered by the Community Charter to impose and levy a frontage tax to meet the cost of works and services that benefit land within the Municipality;

AND WHEREAS certain costs have been incurred by the City in providing water services to land within its boundaries;

AND WHEREAS it is deemed desirable and expedient to impose and levy a frontage tax on land benefiting from such service to meet such costs;

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

1. This bylaw may be cited as "City of Enderby Water Frontage Tax Bylaw No. 1723, 2021".
2. In this bylaw, unless the context otherwise required, "actual foot frontage" means the number of feet of a parcel of land which actually abuts on the work or highway;

"Assessor" means the Chief Financial Officer of the City of Enderby;

"Taxable foot frontage" means the actual foot frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the highway, and in respect of which parcel the frontage tax is levied for the work or services;

"Total actual foot frontage" means the sum of the actual foot frontage of the parcels of land which actually abut on the work or highways;

3. A tax shall be and is hereby imposed upon the owners of land or real property that is capable of being serviced with water by the Corporation whether or not such land or real property is connected to the said service or services; the aforesaid tax to be hereinafter referred to as the "frontage tax".
4. a) The Frontage Tax shall be levied in each year on each parcel of land aforementioned and the amount thereof, except as otherwise provided in the bylaw, will be the product of the taxable foot frontage and the annual rate.

- b) The annual rate shall be \$2.78 per taxable foot frontage.
- 5. The frontage tax shall be in force and be effective until the complete discharge and satisfaction by the City of all obligations presently incurred, and to be incurred, in respect of the aforesaid service.
- 6. For the purpose of this bylaw, a regularly shaped parcel of land is rectangular.
- 7. a) To place the frontage tax on a fair and equitable basis, the taxable foot frontage of the following parcels of land shall be the number of feet fixed by the Assessor:
 - i. a triangular or irregularly shaped parcel of land; or
 - ii. a parcel of land wholly or in part unfit for building purposes; or
 - iii. a parcel of land which does not abut on the work, but is nevertheless deemed to abut the work, as the case may be.
- b) The Assessor, in fixing the taxable foot frontage under subsection (2), shall have due regard to:
 - i. the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
 - ii. the benefit derived from the water.
- 8. For the purpose of this bylaw:
 - a) Where the number of feet of a parcel of land has less than 50 feet frontage, the taxable foot frontage shall be deemed to be a minimum of 50 feet, and where such parcel has more than 100 feet of frontage, the taxable foot frontage shall be deemed to be 100 feet.
 - b) Where the parcel of land is situated at the junction or intersection of highways, the taxable foot frontage shall be 70 percent of the actual foot frontage or alternately shall be not more than the stated maximum number of feet.
 - c) Where the front and rear boundaries of a parcel of land each abut on a highway, other than a lane, which for the purpose of this bylaw is defined as a highway having a width of 20 feet or less, the taxable foot frontage shall be not more than the stated maximum number of feet.

9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1st day of January 2021, and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B.C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1699, cited as "City of Enderby Water Frontage Tax Bylaw No. 1699, 2021", is hereby repealed.

READ a FIRST time this ___ day of _____, 2021.

READ a SECOND time this ___ day of _____, 2021.

READ a THIRD time this ___ day of _____, 2021.

ADOPTED this ___ day of _____, 2021.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1724

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

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

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

1. This bylaw may be cited as the "The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1724, 2021".
2. Schedules "3", "4" and "9" of the "City of Enderby Fees and Charges Bylaw No. 1479, 2010" are deleted and Schedules "3", "4" and "9" attached to and forming part of this bylaw are substituted therefore.

READ a FIRST time this ___ day of ____, 2021.

READ a SECOND time this ___ day of ____, 2021.

READ a THIRD time this ___ day of ____, 2021.

ADOPTED this ___ day of ____, 2021.

MAYOR

CORPORATE OFFICER

SCHEDULE 3

SEWER USER FEES

Administered through the Sanitary Sewer Regulation Bylaw

<u>DESCRIPTION</u>	<u>PER</u>	<u>MINIMUM CHARGE</u>
APARTMENT	Unit	258.00
BAKERY	Unit	429.00
BARBER	Chair	147.03
BEAUTY	Chair	147.03
BODY SHOP	Unit	514.98
BED & BREAKFAST	Unit	162.03
BUTCHER SHOP	Unit	378.33
CAMPGROUND - TENT SPACE	Unit	42.12
CAMPGROUND - RV HOOKUP	Unit	85.35
CAMPGROUND - SANI DUMP	Unit	354.00
CARWASH (RECYCLABLE)	Stall	460.50
CARWASH (NON-RECYCLABLE)	Stall	788.85
CHURCH	Unit	258.00
CURLING RINK	Unit	1,255.83
DAYCARE	Unit	376.17
DENTAL OFFICE	Unit	329.52
DUPLEX /TRI-PLEX	Unit	291.90
GARAGE	Unit	446.52
HEALTH/FITNESS	Unit	240.81
HOSPITAL	Bed	172.26
HOTEL/MOTEL	Unit	162.27
HOTEL/MOTEL WITH POOL (FILTERED)	Unit	128.58
HOTEL/MOTEL WITH POOL (UNFILTERED)	Unit	258.00
INDUSTRY (1-5 PEOPLE)	Unit	278.49
INDUSTRY (EACH ADDITIONAL PERSON)	Person	27.18
LAUNDROMAT	Washer	162.27
LODGING/BOARDING HOUSE	Unit	199.80
MEDICAL CLINIC	Unit	354.00
MILL	Unit	405.72
OFFICE (0-2000 SQUARE FEET)	Unit	114.63
OFFICE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	14.34
POOL	Unit	2,162.67
PUBLIC HALLS	Unit	226.98
RECREATION HALL	Unit	188.49
RESTAURANT (1-10 SEATS)	Unit	234.06
RESTAURANT (EACH ADDITIONAL SEAT)	Seat	14.34
SCHOOL	Class	189.63
SINGLE FAMILY DWELLING	Unit	268.38
SINGLE FAMILY DWELLING WITH SECONDARY SUITE	Unit	375.84
SKATING RINK	Unit	2,162.67

SPRAY PARK	Unit	3,576.66
STORE (0-1000 SQUARE FEET)	Unit	147.03
STORE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	45.60
STRATA/CONDO	Unit	258.00
TRANSPORTATION - LARGE FACILITY	Unit	6,863.34

Charges will be allocated amongst the number of billing periods in the year.

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

SERVICE CONNECTIONS

- a) Inspection and Administration Fee \$55.00
- Where a connection has been provided and paid for by a developer

- b) Any additional work required Cost plus 15% Administration Fee

SCHEDULE 4
WATER USER FEES

Administered through the Water and Sprinkling Regulation Bylaw

USER FEES

Metered Rates

	<u>Flat Rate / Period</u>	<u>Consumption Rate / Period</u>
A. Single Family Residential		
Jan-Apr / Sep-Dec	\$ 73.06	\$ 0.51 / m ³ over 40 m ³ to 55 m ³ \$ 1.32 / m ³ over 55 m ³ to 375* m ³
May - Aug	\$ 73.06	\$ 0.51 / m ³ over 85 m ³ to 105 m ³ \$ 1.32 / m ³ over 105 m ³ to 750* m ³
B. Single Family Residential with Legalized Suite		
Jan-Apr / Sep-Dec	\$ 104.07	\$ 0.51 / m ³ over 65 m ³ to 80 m ³ \$ 1.32 / m ³ over 80 m ³ to 462* m ³
May - Aug	\$ 104.07	\$ 0.51 / m ³ over 105 m ³ to 125 m ³ \$ 1.32 / m ³ over 125 m ³ to 925* m ³
C. Strata Residential		
Jan-Apr / Sep-Dec	\$ 57.58	\$ 0.51 / m ³ over 30 m ³ to 40 m ³ \$ 1.32 / m ³ over 40 m ³ to 330* m ³
May - Aug	\$ 57.58	\$ 0.51 / m ³ over 70 m ³ to 80 m ³ \$ 1.32 / m ³ over 80 m ³ to 660* m ³
Irrigation:		
Metered		\$ 1.32 / m ³
Non-metered		\$ 1.32 / m ³ based on estimated volume
D. Multi Family Residential		
Jan-Apr / Sep-Dec	\$ 57.58	\$ 0.51 / m ³ over 30 m ³ to 40 m ³ \$ 1.32 / m ³ over 40 m ³ to 330* m ³
May - Aug	\$ 57.58	\$ 0.51 / m ³ over 70 m ³ to 80 m ³ \$ 1.32 / m ³ over 80 m ³ to 660* m ³
E. Business / Industrial	\$ 34.01	\$ 1.32 / m ³ over 24 m ³ to 60 m ³ \$ 0.55 / m ³ over 60 m ³
F. Business / Industrial with Residential	\$ 50.83	\$ 1.32 / m ³ over 35 m ³ to 60 m ³ \$ 0.55 / m ³ over 60 m ³
G. Institutional / Civic	\$ 34.01	\$ 1.32 / m ³ over 24 m ³ to 60 m ³ \$ 0.55 / m ³ over 60 m ³

Irrigation on separate meter		\$ 0.55 / m ³
H. Agricultural**		
Properties with single family residential		
Jan-Apr / Sep-Dec	\$ 79.70	\$ 0.51 / m ³ over 45 m ³
May - Aug	\$ 79.70	\$ 0.51 / m ³ over 90 m ³
Land only		
Jan-Apr / Sep-Dec		\$ 0.51 / m ³
May - Aug		\$ 0.51 / m ³ Irrigation
I. Home Hemodialysis***		
		\$ 0.51 / m ³

* Amount to increase annually by 25 m³ in the Jan - Apr and Sep - Dec periods and by 50 m³ in the May - Aug period each year.

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

*** Rate is subject to the City of Enderby having received a request from Interior Health and confirmation that a water meter has been installed on the patient's home hemodialysis unit to the satisfaction of the City of Enderby.

Non-Metered Rates

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

Late Penalty

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

MISC. CHARGES

Connection Charge

- | | | |
|----|--|----------------------------------|
| a) | Inspection and Administration Fee | \$55.00 |
| | - Where a connection has been provided and paid for by a developer | |
| b) | Any additional work required | Cost plus 15% Administration Fee |

Failure or Refusal to Have a Water Meter Installed

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

Meter Reading Request

Per request \$25.00.

Hydrant Use

Water Usage

Application fee.....	\$50.00
Equipment Rental Fee per day or part thereof	\$30.00
Consumption Charge.....	\$1.32/m ³

* Fees shall not apply to a contractor retained by the City for City business.

Turn-On Turn-Off

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

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

SCHEDULE 9

GARBAGE COLLECTION

The following rates shall be paid for the garbage collection and disposal and processing under the terms of this bylaw:

Garbage Collection:

- a) Garbage Collection: \$99.90 per residential premise per annum
- b) "Residential Garbage Collection" sticker: \$1.50 per sticker

Charges will be allocated amongst the number of billing periods in the year.

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

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: April 26, 2021
Subject: 2020 Statement of Financial Information

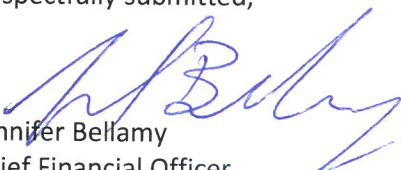
Recommendation:

THAT Council approves the 2020 Statement of Financial Information.

Background:

Attached is the 2020 Statement of Financial Information. This is an annual report that is required under the Financial Information Act and Section 168 of the Community Charter. Once approved, this report is submitted to the Ministry of Municipal Affairs.

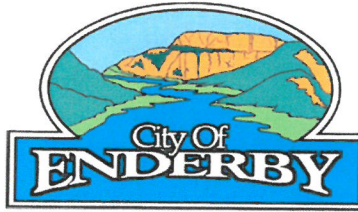
Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

City of Enderby

2020

Statement of Financial Information



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

The Corporation of the City of Enderby

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

Where the Shuswap Meets the Okanagan

Management Report

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

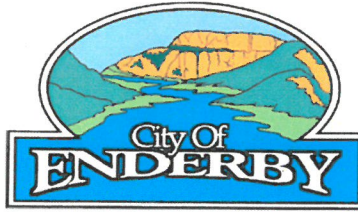
Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

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

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

On behalf of the Corporation of the City of Enderby

Jennifer Bellamy
Chief Financial Officer



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

The Corporation of the City of Enderby

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

Where the Shuswap Meets the Okanagan

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

Jennifer Bellamy
Chief Financial Officer

Greg McCune
Mayor, City of Enderby

Date

Date

**THE CORPORATION OF THE CITY
OF ENDERBY**

FINANCIAL STATEMENTS

For the year ended December 31, 2020

THE CORPORATION OF THE CITY OF ENDERBY

December 31, 2020

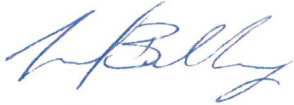
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Management's Responsibility for Financial Reporting

These financial statements and accompanying schedules of the City of Enderby are the responsibility of management and have been prepared in accordance with generally accepted accounting principles for local governments as established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Management is responsible for implementing and maintaining a system of internal controls that are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are regularly monitored and evaluated by management.

These financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the City of Enderby. The following Independent Auditor's Report describes their responsibilities, scope of examination and opinion on the City's financial statements. The auditors have full and free access to the accounting records and Council.



Chief Financial Officer
April 19, 2021



Independent Auditor's Report

To the Mayor and Council of the City of Enderby

Opinion

We have audited the financial statements of the City of Enderby (the City), which comprise the statement of financial position as at December 31, 2020, and the statements of operations, change in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2020, and the statements of operations, change in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vernon, British Columbia
April 19, 2021

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Financial Position

As at December 31, 2020

	2020	2019
Financial assets		
Cash	\$ 945,058	\$ 1,142,828
Portfolio investments (Note 3)	7,420,681	5,151,961
Accounts receivable (Note 4)	1,041,939	939,721
Deposit - Municipal Finance Authority (Note 5)	42,964	42,098
	<u>9,450,642</u>	<u>7,276,608</u>
Liabilities		
Accounts payable and accrued liabilities (Note 6)	671,676	508,127
Deferred revenue (Note 7)	1,165,730	1,186,446
Reserve - Municipal Finance Authority (Note 5)	42,964	42,098
Long-term debt (Note 8)	2,768,790	2,903,145
	<u>4,649,160</u>	<u>4,639,816</u>
Net financial assets	<u>4,801,482</u>	<u>2,636,792</u>
Non-financial assets		
Prepaid expenses	55,326	49,161
Tangible capital assets (Note 9)	29,667,536	29,940,829
	<u>30,222,862</u>	<u>30,030,990</u>
Accumulated surplus (Note 10)	<u>\$ 34,524,344</u>	<u>\$ 32,626,782</u>

Contingent Liabilities (Note 13)



Chief Financial Officer _____

THE CORPORATION OF THE CITY OF ENDERBY
Statement of Operations

For the year ended December 31, 2020

	2020 Budget	2020 Actual	2019 Actual
	(Note 19)		
Revenue			
Taxation - net (Note 14)	\$ 2,164,630	\$ 2,137,816	\$ 2,115,848
Grants and subsidies (Note 15)	2,018,065	2,887,524	1,748,810
Sale of services (Note 16)	1,760,388	1,661,696	1,599,223
Other revenue from own sources	47,764	66,821	54,095
Interest and penalties	131,250	145,686	180,959
	<u>6,122,097</u>	<u>6,899,543</u>	<u>5,698,935</u>
Expenses (Note 17)			
General government services	753,991	803,459	837,841
Protective services	445,050	361,989	296,930
Transportation services	566,329	1,072,723	1,028,008
Solid waste services	104,260	99,077	104,560
Community development services	18,500	14,088	18,884
Recreational and cultural services	105,560	101,212	76,481
Riverside RV Park & tourism services	240,100	112,149	-
Enderby / Area F services	1,007,294	861,776	966,774
Water supply	562,513	799,440	793,721
Sewer services	626,391	678,486	691,834
	<u>4,429,988</u>	<u>4,904,399</u>	<u>4,815,033</u>
Excess revenue over expenses	1,692,109	1,995,144	883,902
Loss on disposal of tangible capital assets		(97,582)	(112,707)
Annual surplus	<u>\$ 1,692,109</u>	<u>\$ 1,897,562</u>	<u>\$ 771,195</u>
Accumulated surplus, beginning of year	32,626,782	32,626,782	31,855,587
Accumulated surplus, end of year	<u>\$ 34,318,891</u>	<u>\$ 34,524,344</u>	<u>\$ 32,626,782</u>

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Change in Net Financial Assets

For the year ended December 31, 2020

	2020	2019
Annual surplus	\$ 1,897,562	\$ 771,195
Amortization of tangible capital assets	1,320,757	1,297,795
Change in prepaid expenses	(6,163)	6,363
Loss on disposal of tangible capital assets	97,581	119,797
Acquisition of tangible capital assets	(1,145,047)	(1,846,881)
Increase (decrease) in net financial assets	2,164,690	348,269
Net financial assets, beginning of year	2,636,792	2,288,523
Net financial assets, end of year	\$ 4,801,482	\$ 2,636,792

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Cash Flows

For the year ended December 31, 2020

	2020	2019
Cash flows from operating activities		
Cash received from:		
Taxation	\$ 2,137,477	\$ 2,107,666
Grants and subsidies	2,587,595	1,886,338
Sale of services and other revenues	1,905,851	1,731,496
Interest received	145,686	180,959
Cash paid for:		
Cash payments to suppliers and employees	(3,313,869)	(3,258,064)
Interest paid	(112,386)	(117,271)
	<u>3,350,354</u>	<u>2,531,124</u>
Financing activities		
Debt repayment	<u>(134,356)</u>	<u>(153,003)</u>
Capital activities		
Purchase of tangible capital assets	(1,145,047)	(1,846,881)
Proceeds on disposition of tangible capital assets		7,091
	<u>(1,145,047)</u>	<u>(1,839,790)</u>
Investing activities		
Increase in portfolio investments	<u>(2,268,721)</u>	290,366
Increase (decrease) in cash	(197,770)	828,697
Cash, beginning of year	<u>1,142,828</u>	314,131
Cash, end of year	<u>\$ 945,058</u>	<u>\$ 1,142,828</u>

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2020

1. Status of the City of Enderby

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

2. Significant Accounting policies

a. Basis of accounting

These financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles for governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The financial statements include the accounts of all funds of the City. All interfund transfers have been eliminated. The significant policies are summarized as follows:

b. School taxes

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

c. Portfolio investments

Portfolio investments consist of term deposits in Canadian Chartered Banks and deposits with the Municipal Finance Authority pooled investment money market fund and are recorded at cost plus earnings reinvested in the funds, which approximates their quoted market value. These investments are redeemable on demand and have an effective average interest rate of 1.4% (2019 - 2.4%).

d. Deferred revenue

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

e. Non-financial assets

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

i. Tangible capital assets

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

Buildings	20 to 50 years
Engineering structures	15 to 65 years
Machinery and equipment	6 to 30 years
Hydrants	40 years

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2020

Planters	15 to 25 years
Roads	15 to 75 years
Storm system	25 to 80 years
Water mains	50 to 80 years
Water system	25 to 50 years
Sanitary sewer system	5 to 30 years
Sewer mains and lift stations	30 to 80 years

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

ii. Contributions of tangible capital assets

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

iii. Leases

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

f. Revenue recognition

Taxation is recognized as revenue in the year it is levied. Sale of services and user fees are recognized when the service or product is provided by the City. Interest and penalties and all other revenue is recognized as it is earned and when it is measurable.

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

g. Debt charges

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

h. Capitalization of Interest

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

i. Reserves

Reserves for future expenditures are included in accumulated surplus and represent amounts set aside for future operating and capital expenditures.

j. Retirement Benefits

The City participates in a multiemployer defined benefit pension plan, however, sufficient information is not available to use defined benefit accounting. Therefore, the City accounts for the plan as if it were a defined contribution plan. As such, no pension liability is included in the City's financial statements and contributions are recognized as an expense in the year to which they relate. All full-time employees are eligible to participate in the plan. Contributions are defined amounts based upon a set percentage of salary.

Employees are entitled to sick leave benefits, accrued monthly, to a maximum of 120 days. Sick leave benefits are not paid out at retirement and can only be taken during the term of employment.

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2020

k. Liability for Contaminated Sites

A contaminated site is a site at which substances occur in concentrations that exceed maximum acceptable amounts under an environmental standard. Sites that are currently in productive use are only considered a contaminated site if an unexpected event results in contamination. A liability for remediation of contaminated sites is recognized when the City is directly responsible or accepts responsibility, it is expected that future economic benefits will be given up and a reasonable estimate of the amount can be made. The liability includes all costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring. The liability is recorded net of any expected recoveries.

l. Government Transfers

When the City is the recipient, government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

m. Budget Figures

The budget figures are from the Financial Plan Bylaw No. 1696, 2020 adopted May 4, 2020. They have been reallocated to conform to PSAB financial statement presentation. Subsequent amendments, if any, have been made by Council to reflect changes in the budget as required by law.

n. Use of estimates

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

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

3. Portfolio Investments

	2020	2019
Municipal Finance Authority - Money market fund	\$ 657,254	\$ 641,161
Credit Union - Term deposits	5,225,607	3,010,800
Canaccord Genuity - Term deposits	1,537,820	1,500,000
	<u>\$ 7,420,681</u>	<u>\$ 5,151,961</u>

The term deposits mature between February 21, 2021 and March 22, 2022 with interest rates varying from 0.9% to 2.5%.

4. Accounts receivable

	2020	2019
Federal Government	\$ 48,567	\$ 66,304
Trade receivables	821,776	716,827
Taxes receivable - current	122,884	117,122
arrears	43,172	39,468
delinquent	5,540	-
	<u>\$ 1,041,939</u>	<u>\$ 939,721</u>

5. Reserve - Municipal Finance Authority

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

	Demand note	Cash deposits	2020	2019
General fund	\$ 57,010	\$ 35,227	\$ 92,237	\$ 91,527
Sewer fund	13,825	7,737	21,562	21,406
	<u>\$ 70,835</u>	<u>\$ 42,964</u>	<u>\$ 113,799</u>	<u>\$ 112,933</u>

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

6. Accounts payable and accrued liabilities

	2020	2019
Trade payables	\$ 510,291	\$ 336,074
Wages payable	161,385	172,053
	\$ 671,676	\$ 508,127

7. Deferred revenue

Deferred revenue consists primarily of Development Cost Charges (DCCs), refundable deposits for building permits, conditional grants and prepaid revenues. DCCs are restricted by bylaw in their use for road, drainage, sewer and water expenses and the revenue is deferred until expenses are incurred. Refundable deposits include security deposits and building inspection surcharges that are refundable to the applicant if all conditions of the building permit are completed within 24 months of issuance. Conditional grants are recognized as revenue when all criteria have been met. Prepaid revenues are recognized in the year that the associated fee is levied.

	December 31, 2019	Inflows	Outflows	Interest	December 31, 2020
Development cost charges	\$ 635,776	\$ 14,942	\$ -	\$ 14,605	\$ 665,323
Refundable deposits	139,396	13,450	(6,042)	900	147,704
Conditional grants	237,603		(90,953)		146,650
Prepaid revenues	173,671	202,580	(172,042)	1,844	206,053
	\$ 1,186,446	\$ 230,972	\$ (269,037)	\$ 17,349	\$ 1,165,730

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

8. Long-term debt

Bylaw number	Purpose	Term remaining	% rate	2020	2019
General fund					
1590	Road upgrades	17	2.100	\$ 394,290	\$ 413,281
1544	Road upgrades	16	2.200	364,670	382,930
1525	Road upgrades	15	3.300	242,503	255,250
1494	Storm system upgrade	24	3.150	730,297	749,473
1502	Road upgrades	14	3.150	499,638	528,532
1503	Road upgrades	14	3.150	150,626	159,337
				2,382,024	2,488,803
Sewer fund					
1474	System upgrade	11	3.250	257,844	276,228
1475	System upgrade	11	3.250	128,922	138,114
				386,766	414,342
Total long-term debt - all funds				\$ 2,768,790	\$ 2,903,145

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

	General fund	Sewer fund
2021	\$ 110,770	\$ 28,678
2022	114,911	29,826
2023	119,208	31,019
2024	123,668	32,259
2025	128,296	33,550
2026 and subsequent periods	1,785,171	231,434
	\$ 2,382,024	\$ 386,766

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

9. Tangible capital assets

	Historical Cost				Accumulated Amortization				Net Book Value
	Opening	Additions	Disposals	Closing	Opening	Additions	Disposal	Closing	
2020									
General fund									
Land	\$ 1,659,517	\$ -	\$ 11,000	\$ 1,648,517	\$ -	\$ -	\$ -	\$ -	\$ 1,648,517
Building sites and parks	2,677,013	-	17,742	2,659,271	1,635,731	93,388	3,480	1,725,639	933,632
Engineering structures	916,869	42,127	90,942	868,054	294,060	25,647	22,702	297,005	571,049
Furniture and equipment	211,197	5,350	-	216,547	103,044	31,328	-	134,372	82,175
Hydrants	186,643	-	-	186,643	149,929	2,694	-	152,623	34,020
Machinery and equipment	2,373,925	29,223	50,969	\$ 2,352,179	1,443,160	105,242	50,969	1,497,433	854,746
Planters	118,329	-	-	118,329	92,913	4,531	-	97,444	20,885
Roads	16,773,242	207,101	19,607	16,960,736	6,889,457	389,171	17,781	7,260,847	9,699,889
Storm system	8,959,532	86,850	-	9,046,382	4,165,581	108,241	-	4,273,822	4,772,560
Assets under construction	24,731	61,101	20,980	64,852	-	-	-	-	64,852
	33,900,998	431,752	211,240	34,121,510	14,773,875	760,242	94,932	15,439,185	18,682,325
Water fund									
Buildings	966,257	-	-	966,257	650,763	22,264	-	673,027	293,230
Water mains	10,070,144	113,510	20,151	10,163,503	6,286,390	189,887	19,359	6,456,918	3,706,585
Water system	3,986,848	145,400	-	4,132,248	2,761,604	123,292	-	2,884,896	1,247,352
Assets under construction	428,192	504,427	116,920	815,699	-	-	-	-	815,699
	15,451,441	763,337	137,071	16,071,707	9,698,757	335,443	114,291	10,014,841	6,062,866
Sewer fund									
Buildings	133,966	-	-	133,966	53,586	3,350	-	56,936	77,030
Sanitary sewer system	4,900,991	-	-	4,900,991	2,575,300	142,130	-	2,717,430	2,183,561
Sewer mains and lift stations	5,327,970	80,868	3,652	5,495,186	2,681,404	79,593	2,191	2,758,806	2,646,380
Assets under construction	8,385	6,989	-	15,374	-	-	-	-	15,374
	10,371,312	87,857	3,652	10,455,117	5,310,290	225,073	2,191	5,533,172	4,922,345
	\$ 59,723,751	\$ 1,282,946	\$ 351,963	\$ 60,654,734	\$ 29,782,922	\$ 1,320,758	\$ 97,123	\$ 30,987,198	\$ 29,667,536

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

9. Tangible capital assets - cont'd

	Historical Cost				Accumulated Amortization				Net Book Value
	Opening	Additions	Disposals	Closing	Opening	Additions	Disposal	Closing	
2019									
General fund									
Land	\$ 1,659,517	\$ -	\$ -	\$ 1,659,517	\$ -	\$ -	\$ -	\$ -	\$ 1,659,517
Building sites and parks	2,631,923	45,090	-	2,677,013	1,541,661	94,070	-	1,635,731	1,041,282
Engineering structures	909,244	7,625	-	916,869	264,261	29,799	-	294,060	622,809
Furniture and equipment	211,197	-	-	211,197	71,430	31,614	-	103,044	108,153
Hydrants	186,643	-	-	186,643	147,234	2,695	-	149,929	36,714
Machinery and equipment	2,309,131	64,794	-	2,373,925	1,343,222	99,938	-	1,443,160	930,765
Planters	118,329	-	-	118,329	88,382	4,531	-	92,913	25,416
Roads	16,071,604	885,872	184,234	16,773,242	6,603,790	373,168	87,501	6,889,457	9,883,785
Storm system	8,815,366	432,475	288,309	8,959,532	4,311,182	119,643	265,244	4,165,581	4,793,951
Assets under construction	-	24,731	-	24,731	-	-	-	-	24,731
	32,912,954	1,460,587	472,543	33,900,998	14,371,162	755,458	352,745	14,773,875	19,127,123
Water fund									
Buildings	966,257	-	-	966,257	628,499	22,264	-	650,763	315,494
Water mains	9,985,069	85,075	-	10,070,144	6,104,379	182,011	-	6,286,390	3,783,754
Water system	3,935,229	51,619	-	3,986,848	2,646,740	114,864	-	2,761,604	1,225,244
Assets under construction	292,182	136,010	-	428,192	-	-	-	-	428,192
	15,178,737	272,704	-	15,451,441	9,379,618	319,139	-	9,698,757	5,752,684
Sewer fund									
Buildings	133,966	-	-	133,966	50,237	3,349	-	53,586	80,380
Sanitary sewer system	4,767,383	133,608	-	4,900,991	2,434,906	140,394	-	2,575,300	2,325,691
Sewer mains and lift stations	5,320,981	6,989	-	5,327,970	2,601,948	79,456	-	2,681,404	2,646,566
Assets under construction	35,391	8,385	35,391	8,385	-	-	-	-	8,385
	10,257,721	148,982	35,391	10,371,312	5,087,091	223,199	-	5,310,290	5,061,022
	\$ 58,349,412	\$ 1,882,273	\$ 507,934	\$ 59,723,751	\$ 28,837,871	\$ 1,297,796	\$ 352,745	\$ 29,782,922	\$ 29,940,829

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

10. Accumulated Surplus

The accumulated surplus consists of individual fund balances and reserves as follows:

Surplus	2020	2019
Invested in tangible capital assets	\$ 26,898,747	\$ 27,037,682
General surplus	3,025,853	1,802,606
Enderby / Area F Joint Services surplus	434,469	379,628
Sewer surplus	1,094,931	999,190
Water surplus	496,375	452,160
	<u>31,950,375</u>	<u>30,671,266</u>
 Reserve Funds		
Animal Control	26,897	26,325
Asset Management	172,118	6,466
Cemetery	16,756	53,324
Computer equipment	37,871	37,065
Community Works Fund (Gas Tax)	380,629	194,410
Equipment	409,722	353,637
Fire department	427,570	352,859
Fortune Parks	262,051	248,216
Parks	41,246	9,394
Riverside RV Park	18,000	-
Roads	75	3,022
Sewer system	391,724	211,661
Water system	389,311	459,137
	<u>2,573,970</u>	<u>1,955,516</u>
	<u>\$ 34,524,345</u>	<u>\$ 32,626,782</u>

11. COVID-19 Safe Restart Grant

The City received funding from the Province of British Columbia to fund increased operating costs and revenue shortfalls due to COVID-19. The following shows how these funds were expended and the amount available for future years:

Safe Restart Grant received November 2020	1,062,000
Eligible costs incurred:	
Computer and technology costs	(388)
Revenue shortfalls	(105,646)
Facility reopening and operating costs	(7,010)
Total eligible costs incurred	<u>(113,044)</u>
Balance, December 31, 2020	<u>\$ 948,956</u>

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

12. Commitments and subsequent events

COVID-19 continues to have an impact in Canada and on the global economy. As the impacts of COVID-19 continue, there could be further impact on the City, its citizens, employees, suppliers and other third party business associates that could impact the timing and amounts realized on the City's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the City is not known. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The City's ability to continue delivering non-essential services and employ related staff, will depend on the legislative mandates from the various levels of government. The City will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserves and available credit facilities to ensure it is able to continue providing essential services to its citizens.

13. Contingent liabilities

- (a) Regional District of North Okanagan: The City is a member of the Regional District of North Okanagan and is liable for its portion of any operating deficits or long-term debt related to functions in which it participates.
- (b) Municipal Insurance Association of BC: Commencing December 31, 1987, the City of Enderby entered into a self insurance scheme with British Columbia municipalities and regional districts. The City is obliged under the scheme to pay a percentage of its fellow insured's losses. The City pays an annual premium, which is anticipated to be adequate to cover any losses incurred.
- (c) Pension Liabilities: The Municipality and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing Plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2019, the Plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Corporation for the City of Enderby paid \$89,921 (2019 - \$84,196) for employer contributions to the plan in fiscal 2020.

The next valuation will be as at December 31, 2021 with results available in 2022.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

14. Taxation

Taxation revenue comprises the following amounts raised less transfers:

	Budget	2020	2019
Taxation			
General municipal purposes	\$ 1,571,334	\$ 1,542,441	\$ 1,531,209
1% utility taxes	70,734	70,731	69,655
Water parcel	276,557	277,961	272,629
Sewer parcel	246,005	246,675	242,065
Collections for other governments			
School District	886,647	893,987	971,806
Policing	164,768	166,678	154,092
Regional District	413,060	417,858	395,936
Regional Hospital District	178,440	180,521	147,050
Municipal Finance Authority	105	107	103
B.C. Assessment Authority	23,552	23,817	21,503
Okanagan Regional Library	109,240	110,454	101,093
	3,940,442	3,931,230	3,907,141
Transfers			
School District	886,647	893,987	971,806
Policing	164,768	166,678	154,092
Regional District	413,060	417,850	395,738
Regional Hospital District	178,440	180,509	146,975
Municipal Finance Authority	105	107	103
B.C. Assessment Authority	23,552	23,817	21,497
Okanagan Regional Library	109,240	110,466	101,082
	1,775,812	1,793,414	1,791,293
	\$ 2,164,630	\$ 2,137,816	\$ 2,115,848

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

15. Government grants and transfers

	Budget	2020	2019
Federal			
Community works fund - Gas tax	\$ 176,185	\$ 179,945	\$ 364,567
Provincial			
Conditional	206,500	1,170,095	60,090
Fortune Parks - conditional	151,000	3,900	3,950
Sewer - conditional	-	5,446	-
Small communities protection	483,000	483,160	473,806
Street lighting	1,100	1,078	1,123
Water - conditional	287,387	302,897	15,647
	1,128,987	1,966,576	554,616
Other			
Animal control	5,413	17,282	16,784
Cemetery	27,654	43,895	40,685
Fortune Parks	679,826	679,826	772,158
	712,893	741,003	829,627
	\$ 2,018,065	\$ 2,887,524	\$ 1,748,810

16. Sales of Service

	Budget	2020	2019
Animal control	\$ 10,500	\$ 8,592	\$ 10,450
Building permits	24,000	46,239	34,523
Business licenses	13,750	21,260	15,984
Cemetery	15,000	24,220	10,748
Fire protection	131,535	107,056	158,615
Fortune Parks	211,750	160,627	208,906
Garbage collection and disposal	104,249	104,232	105,942
Riverside RV Park & tourism	248,500	168,022	-
Sewer user fees	514,191	528,969	565,983
Water user fees	486,913	492,479	488,072
	\$ 1,760,388	\$ 1,661,696	\$ 1,599,223

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

17. Expenses by object

	Budget	2020	2019
Advertising and publications	\$ 28,600	\$ 7,939	\$ 6,279
Amortization	-	1,320,757	1,297,796
Contracted services	663,150	484,267	390,768
Council grants	60,000	106,979	139,875
Insurance	77,700	76,617	72,339
Interest and bank charges	116,206	112,386	117,271
Maintenance	1,221,169	1,100,950	1,069,020
Materials and supplies	718,820	241,652	231,444
Professional fees	24,900	22,431	19,716
Salaries and benefits	1,440,043	1,401,524	1,397,111
Training, travel and conferences	79,400	34,754	76,504
Transfers	-	(5,857)	(3,090)
	\$ 4,429,988	\$ 4,904,399	\$ 4,815,033

18. Funds Held in Trust

The City operates and maintains the Cliffside Cemetery. As required under Provincial legislation, the City holds in trust a Cemetery Perpetual Care Fund for the future maintenance of the cemetery. The City has excluded the trust fund and associated cash from the Statement of Financial Position and related interest earnings and transactions from the Statement of Operations and Accumulated Surplus:

Cemetery Perpetual Care Fund:

	2020	2019
Balance, beginning of year	\$ 227,141	\$ 219,826
Care fund contributions	3,196	1,466
Interest earned	4,963	5,849
Balance, end of year	\$ 235,300	\$ 227,141

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

19. Financial Plan

The Financial Plan anticipated use of surpluses accumulated in previous years to balance against current year expenses in excess of current year revenues. The following shows how these amounts were combined:

	<u>2020</u>	<u>2019</u>
Budget surplus per Statement of Operations	1,692,109	1,690,965
Less:		
Capital expenditures	(2,549,250)	(2,488,183)
Debt principal payments	(108,794)	(119,203)
Transfers to reserve funds	(1,388,728)	(1,194,107)
Add back:		
Transfers from accumulated surplus and reserve funds	2,354,663	2,110,528
	<hr/>	<hr/>
Budget surplus per Financial Plan Bylaw	\$ -	\$ -

20. Financial instruments

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

21. Comparative figures

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

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

22. Segmented information

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

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

General government services - Legislative, administration and finance

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

Protective services

The mandate of the Fire Department is to provide fire suppression service; fire prevention programs; training and education related to prevention, detection or extinguishment of fires.

Transportation services

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

Solid waste services

The mandate of solid waste services is to provide for the collection and disposal of solid waste.

Enderby / Area F Services

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

Riverside RV Park & Tourism

Riverside RV Park & Tourism is the operation of the Riverside RV Park, the Visitor Information Centre and other tourism and community events within the City. The City assumed management of these services in 2020.

Community development services

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

Recreational and cultural services

The recreational and cultural services mandate is to provide for the maintenance of City green space.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2020

21. Segmented Information (cont'd)

Water supply and services

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

Sewer services

The Sewer Department provides for the collection and treatment of wastewater.

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

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

THE CORPORATION OF THE CITY OF ENDERBY

Schedule of Segment Disclosure - Service

For the year ended December 31, 2020

Schedule I

	General revenue fund									
	General Government	Protective Services	Transportation Services	Solid Waste Services	Enderby/ Area F Services	Riverside Park & Tourism	Other general Services*	Water Supply	Sewer Services	2020
Revenues										
Taxation	\$ 1,613,180	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies	1,346,440		484,238		744,903	3,600		277,961	246,675	2,137,816
Sales of services	67,499	107,056		104,232	193,439	168,022		302,897	5,446	2,887,524
Other revenue from own sources	66,821							492,479	528,969	1,661,696
Interest and penalties	129,993				8,267				7,426	66,821
	3,223,933	107,056	484,238	104,232	946,609	171,622	-	1,073,337	788,516	6,899,543
Expenses										
Advertising and publications	4,056				2,899	984				7,939
Amortization	95,476	70,600	537,768		56,397			335,443	225,073	1,320,757
Contracted services	71,479	99,800		99,073	67,950	46,543	98,987	435		484,267
Council grants	5,055				101,924					106,979
Insurance	61,157				14,678	782				76,617
Interest and bank charges	88,285				1,034	3,567			19,500	112,386
Maintenance	43,383	102,082	384,784		166,055	19,270		186,935	198,441	1,100,950
Material and supplies	42,070	984	7,542	4	105,848	39,565		11,662	33,977	241,652
Professional fees	22,431									22,431
Salaries and benefits	510,197	71,037	230,293		290,428	1,438	16,313	159,755	122,063	1,401,524
Training, travel and conferences	12,815	17,486			2,144			293	2,016	34,754
Transfers	(152,945)		(87,664)		52,419			104,917	77,416	(5,857)
	803,459	361,989	1,072,723	99,077	861,776	112,149	115,300	799,440	678,486	4,904,399
Excess (deficiency) of revenue over expenses	2,420,474	(254,933)	(588,485)	5,155	84,833	59,473	(115,300)	273,897	110,030	1,995,144
Loss on disposal of tangible capital assets	(97,582)									(97,582)
Annual surplus (deficit)	\$ 2,322,892	\$ (254,933)	\$ (588,485)	\$ 5,155	\$ 84,833	\$ 59,473	\$ (115,300)	\$ 273,897	\$ 678,486	\$ 1,897,562

*Includes Community development and recreational and cultural services.

THE CORPORATION OF THE CITY OF ENDERBY

Schedule of Segment Disclosure - Service

For the year ended December 31, 2019

Schedule I (cont'd)

	General revenue fund								
	General Government	Protective Services	Transportation Services	Solid Waste Services	Enderby/ Area F Services	Other general Services*	Water Supply	Sewer Services	2019
Revenues									
Taxation	\$ 1,601,154	\$	\$	\$	\$	\$	\$ 272,629	\$ 242,065	\$ 2,115,848
Grants and subsidies	424,657		474,929		833,577		15,647		1,748,810
Sales of services	50,507	158,615		105,942	230,104		488,072	565,983	1,599,223
Other revenue from own sources	54,095								54,095
Interest and penalties	152,417				9,032			19,510	180,959
	2,282,830	158,615	474,929	105,942	1,072,713	-	776,348	827,558	5,698,935
Expenses									
Advertising and publications	2,258				4,021				6,279
Amortization	101,362	66,280	532,550		55,266		319,139	223,199	1,297,796
Contracted services	48,488	56,155		100,561	90,736	93,259	1,569		390,768
Council grants	30,787				109,088				139,875
Insurance	59,094				13,245				72,339
Interest and bank charges	91,719								117,271
Maintenance	46,850	67,358	331,881		202,660		195,056	225,215	1,069,020
Material and supplies	51,504	1,845	1,482	520	113,291		32,407	30,395	231,444
Professional fees	19,390				326				19,716
Salaries and benefits	488,563	78,916	223,533	3,479	322,572	2,106	152,918	125,024	1,397,111
Training, travel and conferences	44,974	26,376	46		1,484		1,684	1,940	76,504
Transfers	(147,148)		(61,484)		54,085		90,948	60,509	3,090
	837,841	296,930	1,028,008	104,560	966,774	95,365	793,721	691,834	4,815,033
Excess (deficiency) of revenue over expenses	1,444,989	(138,315)	(553,079)	1,382	105,939	(95,365)	(17,373)	135,724	883,902
Gain on disposal of tangible capital assets	(112,707)								(112,707)
Annual surplus (deficit)	\$ 1,332,282	\$ (138,315)	\$ (553,079)	\$ 1,382	\$ 105,939	\$ (95,365)	\$ (17,373)	\$ 135,724	\$ 771,195

*Includes Community development and recreational and cultural services.

THE CORPORATION OF THE CITY OF ENDERBY

Enderby/Area F Services

For the year ended December 31, 2020

Schedule II

	Fortune Parks	Animal control	Cemetery	2020	2019
Revenue					
Grants and subsidies	\$ 683,726	\$ 17,282	\$ 43,895	\$ 744,903	\$ 833,577
Sale of services	160,627	8,592	24,220	193,439	230,104
Interest and penalties	4,075	1,002	3,190	8,267	9,032
	848,428	26,876	71,305	946,609	1,072,713
Expenses					
Advertising	2,899			2,899	4,021
Amortization	56,397			56,397	55,266
Contracted services	53,412	14,538		67,950	90,736
Grants	97,924		4,000	101,924	109,088
Insurance	14,678			14,678	13,245
Interest and bank charges	1,034			1,034	
Maintenance	142,793	3,910	19,352	166,055	202,660
Materials and supplies	105,848			105,848	113,291
Professional fees					326
Salaries and benefits	277,331	1,225	11,872	290,428	322,572
Training, travel and conferences	2,144			2,144	1,484
	754,460	19,673	35,224	809,357	912,689
Annual surplus (deficit)	\$ 93,968	\$ 7,203	\$ 36,081	\$ 137,252	\$ 160,024
Transfer to/from general fund					
Computer support	\$ 7,967	\$	\$	\$ 7,967	\$ 8,693
Finance overhead charges	21,535	2,652	5,788	29,975	31,785
Insurance allocation	3,268		817	4,085	3,989
Public works equipment allocation			6,186	6,186	5,507
Lease		4,206		4,206	4,111
	32,770	6,858	12,791	52,419	54,085
Net change in financial assets	61,198	345	23,290	84,833	105,939
Opening surplus	187,631	46,124	145,873	379,628	334,915
Capital expenditures	(42,404)		(42,126)	(84,530)	(56,465)
Transfer from (to) reserves	(39,585)		37,726	(1,859)	(60,027)
Amortization	56,397			56,397	55,266
Enderby / Area F accumulated surplus	\$ 223,237	\$ 46,469	\$ 164,763	\$ 434,469	\$ 379,628

THE CORPORATION OF THE CITY OF ENDERBY
Statement of Remuneration & Expenses
For Year Ended December 2020

Elected Officials

Name	Position	Remuneration	Expenses	Total
Baird, Tundra	Councillor	\$ 12,095	\$ 46	\$ 12,142
Case, Brad	Councillor	11,255	-	11,255
Davyduke, Roxanne	Councillor	11,375	26	11,401
Delisle, Denis	Electoral Area F Director	322	-	322
Halvorson, Herman	Electoral Area F Director	322	-	322
Knust, Raquel	Councillor	11,135	-	11,135
McCune, Greg	Mayor	20,728	-	20,728
Schreiner, Brian	Councillor	11,255	-	11,255
Shishido, Shawn	Councillor	10,655	-	10,655
Total Elected Official Remuneration		\$ 89,144	\$ 72	\$ 89,216

Employees

Employees with Remuneration Exceeding \$75,000

Name	Position	Remuneration	Expenses	Total
Bellamy, Jennifer	Chief Financial Officer	\$ 103,126	\$ 1,450	\$ 104,576
Bengtson, Tate	Chief Administrative Officer	139,163	309	139,472
Brown, Ray	Utility III Worker	82,708	935	83,644
Castle, Clayton	Public Works Lead Hand	92,127	269	92,396
Inglis, Kurt	Planner & Assistant Corporate Officer	83,743	981	84,724
Prevost, Jamie	Utility III Worker	86,105	75	86,180
Tokairin, Sheldon	Parks & Recreation Lead Hand	80,724	162	80,886
Vetter, Clifford	Utility III Worker	80,620	170	80,790
Total Employee Remuneration Over \$75,000		\$ 748,316	\$ 4,352	\$ 752,668
Total Employee Remuneration Under \$75,000		334,248	999	335,247
Total Employee Remuneration		\$ 1,082,564	\$ 5,351	\$ 1,087,915

There were no severance agreements made between the City of Enderby and its non-unionized employees during fiscal year 2020.

Reconciliation of Remuneration

Elected Official Remuneration	\$ 89,144
Employee Remuneration	1,082,564
Benefits not included in Remuneration	218,489
Other (including accruals)	11,327
Wages and Benefits per Financial Statements	<u>1,401,524</u>

THE CORPORATION OF THE CITY OF ENDERBY
Statement of Payments to Suppliers of Goods & Services
for Year Ended December 2020

Supplier	Amount
A & D ASPHALT SOLUTIONS LTD.	\$ 73,222
AON REED STENHOUSE INC.	51,152
BC HYDRO	290,574
BAIRD BROS. LTD.	47,114
BEE JAY'S EXCAVATING LTD	47,580
CENTRIX CONTROL SOLUTIONS LIMITED PARTNERSHIP	26,690
D.WEBB CONTRACTING LTD	332,767
ENDERBY & DISTRICT RECREATION SERVICES	92,165
GROUP SOURCE	43,491
GTI PETROLEUM	33,653
HDR ARCHITECTURE ASSOCIATES	33,323
ICONIX WATERWORKS LP	86,817
INTERIOR DAMS INC	55,816
MODERN ENERGY MNGT	30,149
MONAGHAN ENGINEERING & CONSULTING LTD	187,313
MOUNCE CONSTRUCTION	340,047
MOUNTAIN VIEW ELECTRIC LTD	84,385
MOUNTAIN SIDE EARTHWORKS LTD	132,401
MUNICIPAL INSURANCE ASSOC.	26,663
MUNICIPAL PENSION PLAN	90,156
NORTH OKANAGAN COLUMBIA SHUSWAP REGIONAL HOSPITAL	180,559
OKANAGAN REGIONAL LIBRARY	110,498
PRIORITY CONTRACTING	51,216
RECEIVER GENERAL	44,948
REG. DIST. OF NORTH OKANAGAN	633,036
SCV WASTE SOLUTIONS	30,394
SUMMER SCAPE DESIGNS	85,116
SUNSET MEMORIAL & STONE LTD.	25,862
TIP-IT WASTE SOLUTIONS	100,432
WATERHOUSE ENVIRONMENTAL SERVICES CORP	25,405
WESTERN WATER ASSOCIATES LTD	29,412
Total Payments to Suppliers Exceeding \$25,000	\$ 3,422,358
Payments to Suppliers of \$25,000 or Less	943,713
Payments of Grants & Contributions Exceeding \$25,000	-
Payments of Grants & Contributions of \$25,000 or Less	54,155
Total Payments made to Suppliers	\$ 4,420,225

The City of Enderby has not given any guarantees or indemnities under the Guarantees or Indemnities Regulation for the year ended December 31, 2020.

Reconciliation of Supplier Payments

Total Payments made to Suppliers	\$ 4,420,225
Wages and Benefits	1,401,524
Included in Wages and Benefits	- 218,489
Capital Purchases	- 1,145,047
Amortization	1,320,757
Requisition Payments	- 898,909
Accruals, GST adjustments and other misc. items	24,338
Total Expenditures per Financial Statements	<u>4,904,399</u>

THE CORPORATION OF THE CITY OF ENDERBY

MEMO



To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: April 26, 2021
Subject: Disclosure of Contracts - Council

RECOMMENDATION

THAT Council receives and files this memorandum.

BACKGROUND

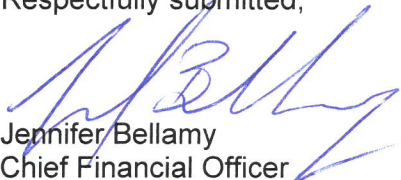
Section 107 of the Community Charter requires that any contract entered into by the City that would provide a member of Council with a direct or indirect financial interest be reported at a Council meeting that is open to the public.

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

January 01, 2021 to March 31, 2021

Council Member	Supplier	Amount
Councillor Baird	Baird Bros. Ltd.	\$ 588.00
Mayor McCune	GTI Petroleum	\$ 9,264.22

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: April 29, 2021

Subject: Enderby Farmers Market - Request to Close Cliff Avenue and Belvedere Street for Weekly Market

RECOMMENDATION A

THAT Council approves the attached Road Closure Application from the Enderby Farmers Market for the closure of Cliff Avenue from Highway 97A to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane, every Friday from 6:00 am – 2:00 pm between May 7, 2021 and October 22, 2021, with the approval being subject to the following conditions:

- i. The road closure approval shall be limited to the 2021 season, with the Market needing to obtain further permission from the City of Enderby should it wish to continue operating at this location in future years;
- ii. The Market shall operate in accordance with public health orders/guidelines and a COVID-19 Safety Plan, with the Safety Plan to be posted at the market and accepted by the City in advance;
- iii. The Market shall be responsible for setting up and removing traffic control devices, emptying municipal garbage receptacles, and immediately cleaning up any litter from the road closure area;
- iv. The Market shall ensure that the porta-potties are properly maintained and are removed at the end of each weekly market;
- v. The Market shall ensure that the road closure area is re-opened to traffic no later than the end time noted in the application;
- vi. The Market shall provide proof of Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as additional insured; and
- vii. The following types of products are restricted from being sold at the weekly market:
_____ [Council to insert restrictions on products, if any]

RECOMMENDATION B

THAT Council does not approve the attached Road Closure Application from the Enderby Farmers Market.

BACKGROUND

At the Regular Meeting of April 19, 2021, Council received a delegation request from the Enderby Farmers Market to close portions of Cliff Avenue and Belvedere Street in order to relocate the weekly market to the downtown for the 2021 season. Accompanying the request was a Temporary Road Closure Application from the Market which proposed to close Cliff Avenue from Highway 97A to Belvedere Street, and Belvedere Street from Cliff Avenue to Mill Avenue, every Friday from 6:00 am – 2:00 pm between May 7, 2021 and October 22, 2021. No site plan/traffic management plan accompanied the application. A Petition of Affected Business Owners was attached to the application, which is a requirement for new road closure requests under the City's Temporary Road Closures for Community Events Policy (attached), although it was determined that the details of the full extent of the proposed road closure were not provided to the affected businesses through the petition process.

Council resolved to postpone consideration of the Market's Road Closure Application until the next regular meeting of May 3, 2021, in accordance with the City's *Decisions on Delegation Requests Policy*, and made its forthcoming consideration of the Market's request subject to:

1. The Market circulating a new Petition of Affected Business Owners to all affected businesses within a one-block radius of the proposed road closure, consistent with the Temporary Road Closures for Community Events Policy, with the petition to be accompanied by a site plan/traffic management plan detailing the full extent of the Market's proposed road closure; and
2. The Market providing City Staff with a site plan/traffic management plan no later than Friday April 23, 2021 so that Staff has sufficient time to complete a technical analysis for Council's consideration on May 3, 2021.

The Market has since developed a site plan/traffic management plan (attached) through consultation with Staff; the key elements of the site plan/traffic management plan are as follows:

- The proposed closure has been shifted to include Cliff Avenue from Highway 97A to Vernon Street, and Belvedere Street from Cliff Avenue to Speers Lane (original proposed layout involved only closing Cliff Avenue to Belvedere Street, and closing the entire block of Belvedere Street from Cliff Avenue to Mill Avenue); the Market organizers agreed to shift the road closure in order to ensure that MacPherson Lane and Speers Lane were left open to traffic, which will help to improve traffic circulation during the event and minimize interruptions to businesses who rely on these lanes for access;
- One-way pedestrian aisles are provided on each side of Cliff Avenue and Belvedere Street;
- There will be spaces between vendors where the Cliff Avenue sidewalk bulb-outs are located; these spaces will preserve vehicle access to the road closure area which will facilitate emergency responder access and a more expedient break down of the market;
- Ambulance parking refuges are provided at all road closure points to minimize any required emergency access on foot/stretchers;

- The owner of the vacant lot at 607 Cliff Avenue has provided permission for the Market's porta-potties to be located on their lot (were previously proposed within the road closure area), which will help to expedite their set-up and remove the urgency of coordinating with the porta-potty service company for the tear-down timing.

Overall, Staff do not have any concerns with the proposed site plan/traffic management plan.

The Market is requesting the road closure to occur from 6:00 am to 2:00 pm, with the actual market event to take place from 8:00 am – 12:00 pm. Although the topic of having the road closure end earlier was discussed at the April 19, 2021 Council meeting, the Market organizers have stated that they prefer to maintain the market ending at 12:00 pm and opening the road to traffic at 2:00 pm, in order to provide sufficient time for the vendors to break down their booths and the Market organizers to fulfill their requirements related to emptying garbage receptacles and cleaning the road closure area.

With regards to the requirement for the Market organizers to circulate a Petition of Affected Business Owners to all affected businesses within a one-block radius of the proposed road closure, the Market has circulated the attached letter and site plan/traffic management plan to all affected businesses and then followed-up with them at a later date to sign the petition. It should be noted that at Staff's request, the letter was updated to include a description of the types of vendors and products that would be sold at the market, so that the affected businesses could make an informed decision when considering the petition. Attached is a copy of the completed petition, with 31 businesses stating they are in support of the proposed road closure, 2 businesses stating that they are opposed (correspondence from those businesses is attached), and 6 businesses not having provided a response. One of the businesses in support of the road closure did express concerns related certain food products being sold at the market which would be in direct competition with their business (correspondence is attached). It should be noted that Council could choose to make a potential approval of the Market's Temporary Road Closure Application subject to the Market restricting certain products from being sold at the weekly market.

Should Council wish to approve the Market's Temporary Road Closure Application, Staff are recommending that a potential approval be subject to the following conditions:

1. The road closure approval shall be limited to the 2021 season, with the Market needing to obtain further permission from the City of Enderby should it wish to continue operating at this location in future years

This condition will allow Staff to monitor any potential impacts or conflicts throughout the season and then report back to Council as part of future road closure requests.

2. The Market shall operate in accordance with public health orders/guidelines and a COVID-19 Safety Plan, with the Safety Plan to be posted at the market and accepted by the City in advance

Episodic markets are subject to public health orders/guidelines and are required to adhere to a COVID-19 Safety Plan. Specifically, episodic markets are required to adhere to the Gatherings and Events Order dated March 25, 2021 (attached); the requirements from this Order include but are not being limited to the following, as summarized by the BC Centre for Disease Control:

- Vendor booths are to be set-up with a physical barrier or 2 metre distance between booths and positioned to facilitate a one-way movement of customers through the market;
- Must provide facilities with running water, soap and paper towels for hand washing and drying purposes or provide hand sanitation supplies;
- A 2 metre distance shall be maintained or a physical barrier provided between vendors and customers to prevent transmission of respiratory droplets; where not practical vendors are required to wear masks;
- Managers must ensure vendors carry out and pass health checks each day vendors participate at a market;
- If a manager is unsatisfied with a vendor's health check, they must not permit the vendor to be present at the market;
- Vendors must perform health checks and confirm with managers they have passed the health check, otherwise they must not be present at the market;
- A person must not enter or must leave a market if advised by the owner, manager or staff that they person cannot be safely accommodated, for example, if health check requirements are not met; and
- Masks may be required to be worn by the vendor when a two metre physical distance, or physical barrier between vendors and customers, are not possible or practical.

The Market is responsible for ensuring they are aware of and adhering to any new or amended public health orders affecting episodic markets. The City of Enderby, as the owner of the public space, must be satisfied that the Market organizers are aware of the requirements in the COVID-19 safety plan and the requirements of the Gatherings and Events Order dated March 25, 2021, as applicable, and has the capacity to fulfill them.

3. The Market shall be responsible for setting up and removing traffic control devices, emptying municipal garbage receptacles, and immediately cleaning up any litter from the road closure area

This condition is directly from the City's *Temporary Road Closure for Community Events Policy* and is intended to ensure that the impacts associated with these types of events are not drawing down the City's labour capacity.

4. The Market shall ensure that the porta-potties are properly maintained and are removed at the end of each weekly market

This condition will ensure that the porta-potties do not become a nuisance by way of sight or smell, and the immediate removal will mitigate the potential for vandalism or unintended uses of the facility occurring.

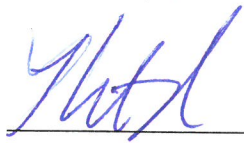
5. The Market shall ensure that the road closure area is re-opened to traffic no later than the end time noted in the application

One of the key concerns expressed by downtown businesses when the Market previously operated in the downtown was failure of the Market organizers to ensure that the event ended at the specified time, which exacerbated business interruptions. Requiring the road closure area to be re-open to traffic no later than the end time noted in the application will ensure that businesses have certainty, can plan their business operations accordingly, and thus help to minimize and potential conflicts.

6. The Market shall provide proof of Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as additional insured

This condition is directly from the City's *Temporary Road Closure for Community Events Policy* and is intended to ensure that the City is not accepting liability exposure associated with the event.

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 Farmers Market _____

Name of Contact Person - Gabriele Wesle _____

Telephone or Email - enderbyfarmersmarket@gmail.com _____

Name of Event Weekly Farmers Market _____

Date(s) of Closure Every Friday , May 7, 2021 to October 22, 2021 _____

Start time for Closure 6 am _____ End time for Closure 2pm _____

Location of Closure Cliff Avenue from Hwy 97 to ^{Vernon St} ~~BMO~~ and Belvedere from ^{Speers Lane} ~~Country Coffee~~
House to Library _____ *YHL*

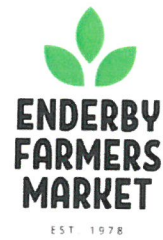
Required Attachments

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

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

Authorized Signatory _____
_____ Date _____

Do Not Complete – For Administrative Purposes			
Approved by _____	Date _____		
Certificate of Insurance	Yes	No	N/A
Map	Yes	No	N/A



Hello,

We are writing to ask for you to sign our petition to host The Enderby Farmer's Market in the proposed downtown Enderby location.

Here is a detailed explanation of our proposal to have the Enderby Farmer's Market downtown Enderby.

Market Location

See attached site plan map for visual of market layout and location.

Cliff Avenue and Belvedere Street: The Enderby Farmer's Market will be on Cliff Avenue (from the highway to the BMO) and Belvedere Street (from the alleys behind the Pharmacy and Lookers to the library).

Vendor's booths will be set up directly in the middle of the road. This means the road will have to be closed to allow for the market to operate. We will have barricades on the highway, on Cliff Avenue by the BMO and on Belvedere Street directly after the alleys to block traffic from entering the market.

Road Closure and Market Time

Road Closed: 6am – 2pm

Market Time: 8am – 12pm

To ensure that no vehicles are left on the road where the market will be, we will have to barricade Cliff Avenue and Belvedere Street during the times posted above. The market is proposed to close at 12pm, so to ensure that all market goods will be gone by 2pm, and downtown Enderby can return to Friday 'business as usual'.

The market will be responsible for setting up and removing traffic controlling devices, barricades, emptying municipal garbage receptacles and immediately cleaning up any litter from the road closure area. We will ensure the road closure area is re-opened to traffic no later than 2pm.

Types of Vendors attending the Market

Vendor products may include the following items.

Food and beverage products: fruits, vegetables, garlic, eggs, cheese, dairy products, meat products, mushrooms, wild mushrooms, mushroom products, baked goods, bread, soups, sushi, preserved goods such as jams/pickles, chocolate, truffles, popcorn, other snacks, honey, coffee, tea, iced drinks, wine, spirits, beer.

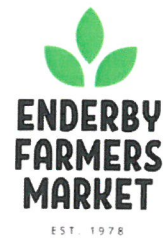
Crafts: fresh flowers, dried flowers, fake flowers, floral arrangements, potted plants, seeds for planting, soaps, aromatherapy, lotions, body oils, essential oils, candles, clothing, doll's clothing, jewellery,

enderbyfarmersmarket@gmail.com

<https://enderbyfarmersmarket.com>



@enderbyfarmersmarket



beeswax, beeswax candles, horseshoes, coins, dog treats, animal treats, pet food, stained glass, handmade quilts, handmade blankets, tydie, photography prints, photography canvas, pottery, ceramic, aprons, bibs, bird houses, gourds, crocheted items, wooden signs, wooden toys, wooden shelving, wooden spoons, windchimes, suncatchers, stickers.

Downtown Market Benefits

We strongly believe that having the Enderby Farmer's Market located downtown Enderby will be mutually beneficial to both the merchants and our vendors.

- Advertise specials. The Enderby Farmer's Market will coordinate when merchants have specials or sales offered and may possibly advertise on our social media channels.
- Social Media coverage. Friday market social media stories and campaigns will include live video and will include downtown merchants.
- Potential new customers. The Enderby Farmer's Market has been called a 'draw' for the city of Enderby. People come specifically for the market. Having the market downtown encourages potential new business to merchants.
- Working together, we can make downtown Enderby the 'go-to' and 'happening' place on Friday mornings for both locals and tourists.
- Afternoon customers. The Enderby Farmers Market will be gone by 2pm. This means business will go on as per usual after this time.
- Support. The Enderby Farmer's Market will encourage our customers to support the merchants in downtown Enderby, as well as our vendors.

Social Media

The Enderby Farmer's Market has an active social media presence on Facebook and Instagram. We update our feeds on a regular basis and post upcoming events and specials. Given our wide audience, we will leverage this and potentially bring new customers to shop downtown Enderby.



COVID-19 and Safety Precautions

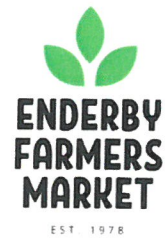
The Enderby Farmer's Market will operate in accordance with COVID-19 public health orders/guidelines. Precautions that we will follow may include, but are not limited to:

- Hand-wash and sanitize stations at every market entrance.
- One way flow of traffic of customers. We will have signage and volunteers to help navigate the flow of traffic.
- Each vendor will have barrier walls put up between booths.

enderbyfarmersmarket@gmail.com

<https://enderbyfarmersmarket.com>

  @enderbyfarmersmarket



- Market managers will ensure vendors carry out and pass health checks each day vendors participate in the market. If a manager is unsatisfied with a vendor's health check, they must not permit the vendor to be present at the market.
- Masks may be required to be worn when a 2-metre physical distance is not possible or practical.

Porta-Potties

The Enderby Farmers Market will rent our own porta-potties for customer use. These will be delivered at the beginning of each Friday and picked up at the end of the market each Friday afternoon. We have arranged to place these facilities on an empty lot on Cliff Avenue.

Collaboration

We strongly believe that hosting the Enderby Farmer's Market downtown Enderby will be mutually beneficial to city merchants and to our vendors. We would like to collaborate on our efforts, where possible.

- We will ensure that we do not put a vendor in front of your store who sells similar products. For example, if you sell coffee and cake, we will not put a baker or a coffee vendor in front of your store.
- Cross marketing on social media platforms.

Parking

We have mapped out several parking spots for customers to park and come to shop downtown Enderby. See attached map layout.

Vendor parking will be located at a different location, so not to take away prime parking spots for customers.

Emergencies

In the case of an emergency, we have planned sufficient room for emergency vehicles and emergency responders to attend an emergency. We have reserved an area at the west end of Cliff Avenue for an ambulance to safely pull in off the highway in case they need to access the road closure area by foot.

If you have any questions or concerns, please contact us at enderbyfarmersmarket@gmail.com.

Thank you and we look forward to working together.

enderbyfarmersmarket@gmail.com

<https://enderbyfarmersmarket.com>



@enderbyfarmersmarket

Business	Yes	No	Comments	Initials
BMO	✓			GW
Shuswap Insurance	✓			GW
Dollar Store		✓	Merchant sent email to city	GW
Enderby Jewellery	✓			GW
Rusty Spur	✓			GW
H&R	✓			GW
Jan's Boutique	✓			GW
Tony O's Outfitters	✓			GW
Law Firm	✓			GW
Accountants	✓		left info receptionist will pass it on	
Drug Store	✓			GW
Recycling Depot		✓	Merchant sent email to city	GW
Hungry Jacks	✓		Concerns noted in attached correspondence <i>YHL</i>	GW
Library	✓			GW
Country Coffee House	✓			GW
Lookers	✓			GW
Dennis Derocher	✓			GW
Antique Store	✓			GW
Genny Leighs	✓			GW
Soapolallie	✓			GW

Courtyard Gallery	✓			GW
Investment Planning	✓			GW
Red Apple	✓			GW
TMS	✓			GW
Johnson Meier	✓			GW
Museum	✓			GW
Legion	N/A		sent email with info	
Small Axe			left info and sent email with info	
Tattoo	✓		called	GW
Auto Wear	✓			GW
Lordco	✓			GW
Work BC	✓			GW
Parkview Upholstry	✓			GW
Mark Ferlan	N/A		left msg on answering machine	
Accupuncture	N/A		left msg on answering machine	
Arts Council	✓			GW
Mel's Pizza	N/A		sent email with info	
Lorrie Heinz	✓			GW
Inger Dresher	N/A		sent email with info	

Kurt Inglis

From: Laurel Grimm
Sent: April 26, 2021 8:54 AM
To: 'Kurt Inglis'
Cc: Tate Bengtson
Subject: FW: Farmers Market

From: Greg Halvorson <
Sent: April 24, 2021 11:20 AM
To: info@cityofenderby.com
Subject: Farmers Market

Mayor and City Council

The Farmers Market stopped into my business about a month ago and asked how I felt about the market downtown on Fridays. I advised that I was not in favor of this.

Now I have received a petition from the Farmers Market asking to allow them to use Cliff Ave and Belvedere.

I am still not in favor of this. Friday is one of my busiest days for business and when you take away parking stalls and blocking off streets it adversely affects my business.

There are other locations through town that the Farmers Market can set up shop.

Barnes Park?? Arena Complex??? School grounds???

I am not against the farmers market, I am only voicing my concerns as a tax paying business.

Kind regards

Greg Halvorson

Dollar Dollar Enderby

Kurt Inglis

From: Laurel Grimm <
Sent: April 26, 2021 8:56 AM
To: 'Kurt Inglis'
Cc: Tate Bengtson
Subject: FW: Website Form Submission Enderby Famers Market

From: Dokjun Kim <info@cityofenderby.com>
Sent: April 23, 2021 7:24 PM
To: info@cityofenderby.com
Subject: Website Form Submission Enderby Famers Market

Name

Dokjun Kim

Email

Telephone (optional)

Subject

Enderby Famers Market

Message

Hello,
Someone drop a information for Enderby Famers Market to Enderby Bottle Depot on Friday, April 23, 2021.
1. Why do they give it to us? That is none of our business. but they ask us .My answer is No. Why do they open their market at the public road for making their money.
2. Every business owner invest and run their business at the property. Farmers have huge farm with house. if they want to sell their products for making money, they have to invest like another business owner of City of Enderby.
3. If City of Enderby give a permit to them. another group such as restaurant owner, depot operator, gas station company can ask a permit for using a public road for making money.

IP

Date Time

Kurt Inglis

From: Laurel Grimm <^>
Sent: April 29, 2021 2:03 PM
To: Tate Bengtson
Cc: 'Kurt Inglis'
Subject: FW: concerns regarding farmers market

Please see below.

Laurel Grimm | Clerk Secretary | The City of Enderby | 619 Cliff Avenue, BC V0E 1V0
P 250.838.7230 | F 250.838.6007 | E ' | W www.cityofenderby.com

☑ please consider the environment before printing this e-mail

This transmission (including any attachments) may contain confidential information, privileged material (including material protected by the FOI act or other applicable privileges), or constitute non-public information. Any use of this information by anyone other than the intended recipient is prohibited. If you have received this transmission in error, please immediately reply to the sender and delete this information from your system. Use, dissemination, distribution, or reproduction of this transmission by unintended recipients is not authorized and may be unlawful.

-----Original Message-----

From: Juliette Gregg <^>
Sent: April 29, 2021 1:54 PM
To: --
Subject: Re: concerns regarding farmers market

To Whom it may Concern,

Please be advised we are sending this email regarding concerns pertaining to the food and beverage portion of the farmers market in Enderby on Cliff Avenue.

We are in favour of the farmers market and fully support this endeavour however our concern lies with the fact that some of the vendors are listed as selling soup, coffee, iced drinks, tea, breakfast and or lunch items etc. Clearly this would be in direct competition with us. Due to the restrictions that have been in place for the past year and a half we have struggled to keep the doors open and fear that extra competition would result in further hardship. We are here daily and wish to remain a viable business in Enderby. We would appreciate if this area could be readdressed. Thank you for your considerations.

Sent on behalf of:

Sheldon Brenneis
Owner and operator of Hungry Jacks

Sent from my iPhone=

Policy Title	Temporary Road Closures for Community Events
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Adopted: August 13, 2012	<u>Authorized By:</u> Mayor and Council Regular Meeting of August 13, 2012	Replaces: Not applicable
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PURPOSE:

The City will consider approving the temporary closure of municipal roads for a community event.

POLICY:

Temporary road closures will only be considered for community events which are sponsored by a recognized organization.

The Chief Administrative Officer or designate is granted the authority to approve a Temporary Road Closure Permit on behalf of Council, subject to the applicant meeting all the requirements of this policy. First time events must be approved by City Council.

A completed Schedule A, "Application for Temporary Road Closure," shall be submitted to City Hall at least 21 days prior to the closure. The application must include a map of the proposed road closure and emergency access through the closure. Applications for first-time or relocated events requiring Council approval must be submitted two months prior to the closure.

The organizer shall notify and consult with business owners within a one-block radius of the proposed road closure and residents adjacent to the proposed road closure. The organizer agrees to take reasonable steps to mitigate disruption for affected business owners and residents. Failure to adequately notify and consult affected businesses and residents may result in revocation of permit or refusal of future applications. Unless exempted by Council, all first-time or relocated event applications must include a petition signed by a majority of affected business owners agreeing to the proposed event.

The applicant for a Temporary Road Closure must submit proof of public liability and property damage insurance in a form acceptable to the City. The applicant may request that insurance requirements be waived based on the risk profile of the event. Such waiver does not affect any other responsibility of the applicant to obtain insurance.

The applicant shall be responsible for all traffic management, including the provision, set up, and removal of signs and barricades on the same day as the road closure.

The applicant shall be responsible for ensuring that all food service establishments, including but not limited to mobile vending units, food services at temporary events, and sellers of home-prepared foods, shall have the appropriate authorization or permit from Interior Health.

The applicant shall be responsible for emptying municipal garbage receptacles and cleaning up litter from the road closure area on the same day as the closure.

As a condition of permit, the City of Enderby will not be liable or otherwise responsible for any scheduling conflict, revocation, refusal, maintenance closure or other damage or harm related to the issuance of this permit.

From Frank & Betty Lucianovich
103 Gunter Ellison Rd
Enderby BC
V0E1V1

AGENDA

To members of City Council
Enderby City Hall
619 Cliff Ave.
P.O. Box 400
Enderby BC
V0E 1V0

To whom it may concern,

My husband and I bought our home in March of 2003 with the understanding that Gunter Ellison was going to be changing in the near future and the change would make it safer for all concerned but mostly for us and our immediate neighbors. The change was to be a rerouting of the road near the bottom of the hill where it joins Salmon Arm Drive. (P92076 & P92075COV.) This change would involve the planned change which is shown on your planning map that would move the traffic on Gunter Ellison where it approaches Salmon Arm Drive to no longer join Salmon Arm Drive in front of #99 Gunter Ellison Rd. It would instead cut off above #102 Gunter Ellison and swing down across the field behind 224 Salmon Arm Drive and 102 Gunter Ellison.

We have been checking with City of Enderby (re this planned change) every year as it becomes more difficult to get out of our driveway and turn into our driveway with the increase in traffic using Gunter Ellison Road and each year we were told this was not possible yet but is still planned and not to worry about it being changed from the plan because it was set in stone. Every year we are disappointed because we once again have to spend another year scared we will be in someone's way as they speed towards our driveway exit.

We have prayed that the planned road would soon be a reality as it has become a dangerous situation at times to maneuver our vehicles in and out of our driveway and our neighbors also have the same issues.. Winter time is the worst because the road conditions warrant slower exit and entrance speeds in and out of our driveways (mostly because of the approaching traffic from up the hill which are not visible to us until they have come into view from around the bend in the road and winter snow plowed into our driveways which we have to drive over while backing out blind.) Over the years we've had close calls where we backed out only to have a car appear out of nowhere and swerving to avoid hitting us. #99, #103, #105, #107, & #102 all have driveways which require backing out to get onto Gunter Ellison with poor visibility re oncoming traffic from around the bend in the road.

With regards to the land designated for rerouting part of Gunter Ellison Road....P92076 and P92075COV. Please consider doing the rerouting of the traffic near the bottom of Gunter Ellison this year (2021) so we are all safer when we back out of our driveways.

In 2003 we had a lot less traffic using Gunter Ellison and now I'm scared at times because of the increase in traffic and the speed that they travel coming down the hill. So many times I've watched from our balcony to see those same vehicles coming down the hill so fast they don't even pause at the stop sign at the corner of Preston Cres., West Enderby Road and Salmon Arm Drive which has a four way stop. So having mentioned that, could you please post a 30kph sign just above the bend in the road to slow the traffic and possibly a sign designating blind driveway situations for the five addresses mentioned.

Thank you for taking the time to consider our desperate situation. We have chosen to stay in our home for as long as we can and would appreciate it if life and limb isn't risked every time we exit and enter our driveways. I think I can safely say that I speak for all the neighbors in this section of Gunter Ellison Road. It would be very beneficial and foresightful if such changes could be implemented without such change being mandated by a preventable traffic mishap.

Sincerely

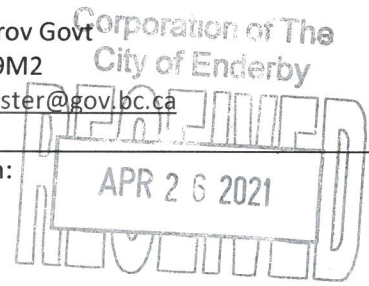

Betty Lucianovich. & Frank Lucianovich



April 23, 2021

File: 5280.31

<p>The Honourable John Horgan Premier of BC PO Box 9041 Stn Prov Govt Victoria, BC V8W 9E1 Via email: Premier@gov.bc.ca</p>	<p>The Honourable Lana Popham Minister of Agriculture, Food and Fisheries PO Box 9409, Stn Prov Govt Victoria, BC V8W 9V1 Via email: AGR.Minister@gov.bc.ca</p>
<p>The Honourable Katrine Conroy Minister of Forests, Lands, Natural Resource Operations and Rural Development PO Box 9049, Stn Prov Govt Victoria, BC V8W 9W2 via email: FLNR.Minister@gov.bc.ca</p>	<p>The Honourable George Heyman Minister of Environment and Climate Change Strategy PO Box 9360, Stn Prov Govt Victoria, BC V8W 9M2 via email: ENV.Minister@gov.bc.ca</p>



Dear Mr. Premier, Minister Popham, Minister Conroy and Minister Heyman:

RE: Lack of funding – Invasive Plant Management

At its April 15, 2021 meeting, the Board of the Peace River Regional District (PRRD) discussed growing concerns that the Province is not recognizing the economic contribution agriculture makes to the province of BC.

It has come to the Board’s attention that, due to an oversight in funding allocations, there are no funds available for treatment of invasive plants on public lands by the Ministry of Forests, Lands, Natural Resource Operation and Resource Development (FLNRORD). These non-funded activities include the ongoing treatment work targeted towards known, existing, high priority areas in our region as well as the rest of the province. This dramatic oversight will result in the spread of invasive plants on FLNRORD lands going unchecked and affecting neighbouring agricultural lands.

The PRRD respectfully requests answers to the following questions from each Ministry’s perspective:

1. How can \$12 million dollars be allocated from the office of the Premier, under FLNRORD, to assist with the detection and removal of invasive plants, without allocating funds to hire trained contractors to engage in treatment activities on Crown lands?
2. Given that the funding is meant for job creation and invasive plants are continually trying to invade Crown lands (which include much needed grazing areas that support the agriculture industry); why is funding not being directed towards reinstatement of those pre-existing jobs that would normally conduct the aforementioned treatment works through contract?

It is extremely concerning that the overarching Ministry which maintains the *Noxious Weeds Act* would neglectfully be unprepared to treat invasive plants found on Crown occupied lands. Without treatment, we would respectfully point out that invasive plants know no borders and, if unchecked, will encroach neighbouring lands containing vital agriculture.

diverse. vast. abundant.

PLEASE REPLY TO:

Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca

9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca

The Province should be aware that the PRRD not only has an Invasive Plant Bylaw that enforces the procession of invasive plants within the entire area of the BC Peace, it also employs staff and contractors which are designated under the *Noxious Weeds Act* to enforce on the Crown's behalf. Further, additional seasonal staff are hired annually to assist with the vast number of complaints that are received regarding invasive plant infestations on public and private lands.

This leads us to our final question: in good faith, how can a local government enforce such invasive plant removal when the Ministry housing the legislation is not even engaging in such activities?

In closing, the agricultural industry in the north provides economic benefits for the entire province. Lack of funding and cancellation of any invasive plant treatment strategy will be detrimental, resulting in increased costs of treatment work when funding does become available.

We look forward to receiving a favourable response to our concerns and questions.

Yours truly,



Brad Sperling
Regional Board Chair

Yours truly,



Leonard Hiebert
Invasive Plant Committee Chair

c: Mr. Mike Bernier, South Peace MLA, via email: Mike.Bernier.MLA@leg.bc.ca
Mr. Dan Davies, North Peace MLA, via email: Dan.Davies.MLA@leg.bc.ca
Mr. Bob Zimmer, MP for Prince George-Peace River-Northern Rockies, via email: Bob.Zimmer@parl.gc.ca
NCLGA via email: admin@nclga.ca
UBCM via email: ubcm@ubcm.ca

Enclosures: April 21, 2021 Letter of Support, District of Chetwynd



TOWN OF VIEW ROYAL

45 View Royal Avenue, Victoria, BC, Canada V9B 1A6

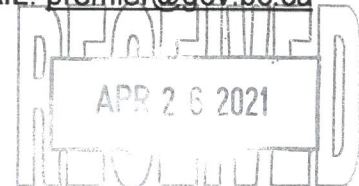
Ph. 250-479-6800 • Fx. 250-727-9551 • E. info@viewroyal.ca • www.viewroyal.ca

AGENDA

April 1, 2021

Honourable John Horgan
Premier of British Columbia
PO Box 9041 Stn Prov Govt
Victoria, BC V8W 9E1

Corporation of The
City of Enderby
VIA EMAIL: premier@gov.bc.ca



Dear Premier Horgan:

RE: Request for Authority and Training for Hospital Security Staff

It has come to the attention of View Royal Council that there is an excessive use of police resources in hospital emergency waiting rooms as officers must remain with persons apprehended under section 28 of the *Mental Health Act Act* until the individual is transferred to the care of a physician. This requirement sees costly police resources tied up in emergency waiting rooms often for lengthy periods of time.

As such, we are requesting that hospital security staff be given the authority and necessary training to take custody of patients apprehended under the *Mental Health Act* on arrival at the hospital.

Allowing hospital security staff to assume this role from police officers would not only provide a less costly approach for taxpayers, but would also ease the burden on police resources, enabling them to provide timely services where they are needed in the community.

Thank you for consideration of this request.

Sincerely,

David Screech
Mayor

cc. Hon. David Eby, Attorney General and Minister responsible for Housing
Hon. Adrian Dix, Minister of Health
Hon. Sheila Malcolmson, Minister of Mental Health and Addictions
All UBCM Municipalities



Recycled Paper

Hon. George Heyman
BC Minister of Environment and Climate Change Strategy
Room 112 Parliament Buildings
Victoria, BC. V8V 1X4
Sent by e-mail to ENV.Minister@gov.bc.ca

16 April 2021

Re: New measures needed for invasive mussels and invasive clams in British Columbia

Dear Minister Heyman,

I am writing on behalf of the Shuswap Watershed Council to express concern about the threat of aquatic invasive species to the Shuswap watershed, and all of British Columbia. Our province needs stronger measures to prevent an invasion of zebra and quagga mussels and to manage existing infestations of invasive freshwater clams.

The Shuswap watershed, in particular, is at high risk of a new invasion of invasive mussels (*Dreissenidae* sp.) due to tourism and boat traffic (these increase the likelihood that infested watercraft will arrive in our waters) and due to our water quality conditions (ideal calcium and temperature increase the likelihood that mussels will thrive).

We have shared our feedback with your office, and with your federal counterparts, through previous correspondence dated February 1st 2018, April 11th 2017, January 5th 2017, and April 21st 2016. Many of our concerns remain the same. We also share priorities for action as other organizations in BC, including the Okanagan Basin Water Board (OBWB) in the watershed south of us, who wrote to your office on March 4th 2021 with six recommendations¹ and the Shuswap Waterfront Owners Association who wrote to your office on March 30th 2021. In particular, we are very much in support of measures to enhance enforcement via the provincial watercraft inspection program. We are asking that it be expanded such that no entry-point to BC is vulnerable to unchecked watercraft, and that there be greater fines for non-compliant travellers. Additionally, the recent entry of zebra mussels into BC via the aquaria industry demonstrates other gaps in the prevention system that need to be addressed.

¹ OBWB identified six gaps that can be addressed by the Provincial government: 1) Restore core inspection program funding to at least 2017 levels of \$3.8 million and adjust for inflation going forward; 2) Introduce “pull-the-plug” legislation and supporting regulations for enforcement this summer; 3) Review and update the provincial Early Detection, Rapid Response plan (EDRR), to include specific long-term planning for waterbody or regional quarantines once an infestation is found in BC; 4) Provide toolkits and resources for local governments to conduct vulnerability assessments, and to implement mitigation measures like retro-fitting in-water infrastructure; 5) Introduce legislation to require all out-of-province watercraft to be inspected prior to being launched in BC waters; 6) Provide additional funding to invasive species groups in high-risk regions for monitoring, outreach, and education. (OBWB letter to Minister Heyman, March 4th 2021).



We still have the opportunity to keep invasive mussels out of BC waterways, and the threat of an invasion will never subside. We believe that should make it more of a priority for stronger prevention measures from the Provincial government. The cost of better prevention would be a small fraction of the projected cost of managing a zebra and quagga mussel infestation.

The Shuswap Watershed Council is invested in keeping invasive mussels out through funding public awareness campaigns in our region to 'Clean-Drain-Dry' and 'Don't Move a Mussel' since 2018. To date, we have spent nearly \$92,000 in local taxpayers' dollars on these campaigns; we've spent an additional \$45,000 supporting early detection monitoring in the Shuswap watershed.

Regarding invasive freshwater clams, *Corbicula fluminea*, unfortunately we no longer have the option of prevention as live populations of the clams were discovered in Shuswap Lake last fall. This discovery adds to the list of locations where the clams occur in BC. Surveys done last fall by one of our partners, the Columbia Shuswap Invasive Species Society, confirmed invasive clams at two locations, at relatively low population densities. We also have been made aware that the Province has done some further studies using a dive team. We are appreciative of these efforts to understand the extent of the clam infestation in Shuswap Lake, and we respectfully request that the results of the diver survey be shared with us. We also urge the Provincial government to consider all possible methods of eradicating the clams from Shuswap Lake, as soon as possible. We would like to be kept informed about the Province's plans for managing or eradicating the clam infestation, and we are willing to work with the BC MOE to support their efforts. For our part, we are now embarking on a public awareness campaign to Shuswap residents and visitors about preventing the spread of invasive clams around the Shuswap watershed and to other parts of BC.

In addition, we are in full support of the District of Sicamous' Resolutions 21-047 and 21-068 which were sent to your office on March 18th 2021, and we echo their request that the Province of BC use its authority to designate *Corbicula fluminea* as a Prohibited Aquatic Invasive Species under the *Controlled Alien Species Regulation* of the Wildlife Act. Doing so would enable stronger prevention measures, including enforcement.

Thank you for your thoughtful consideration of these requests.

Sincerely,

Paul Demenok
Chair, Shuswap Watershed Council
Director, Columbia Shuswap Regional District, Area 'C' South Shuswap
250 517-0810 | pdemenok@csrd.bc.ca

Attachments:

District of Sicamous Certified Resolution 21-047

District of Sicamous Certified Resolution 21-068



CC:

- Shuswap area MLAs: Greg Kylo (Shuswap), Harwinder Sandhu (Vernon - Monashee), Todd Stone (Kamloops - South Thompson), Peter Milobar (Kamloops - North Thompson)
- Secwepemc Chiefs: Cliff Arnouse (Adams Lake Indian Band), Oliver Arnouse (Little Shuswap Lake Band), Judy Wilson (Neskonlith), Wayne Christian (Splatsin)
- Shuswap Local Government Chairs and Mayors: Kevin Flynn (CSRD), Ken Gillis (TNRD), Kevin Acton (RDNO, Lumby), Alan Harrison (Salmon Arm), Terry Rysz (Sicamous), Rod Crowe (Chase), Greg McCune (Enderby)
- North Okanagan - Shuswap MP, Mel Arnold
- Provincial Critic for Environment and Climate Change, Ross Ellis
- Okanagan Basin Water Board, Chair Sue McKortoff
- Invasive Species Council of British Columbia, Executive Director Gail Wallin
- Columbia Shuswap Invasive Species Society, Executive Director Robyn Hooper
- Shuswap Waterfront Owners Association, President Clyde Mitchell



About the Shuswap Watershed Council

The Shuswap Watershed Council (SWC) was established in 2014 as a watershed-based partnership that enhances water quality and safe recreation in the Shuswap. There are 18 SWC members that represent three regional districts, two municipalities, the Secwepemc Nation, two provincial government agencies, and Shuswap communities. The SWC is a collaborative, non-regulatory group. It works alongside organizations that have regulatory roles in managing the Shuswap watershed, complementing their work and carefully avoiding duplication. Its primary mandate is to enhance, protect, and advocate for water quality in the Shuswap watershed.

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Certified Resolution # 21-047

It was moved and seconded:

WHEREAS invasive Asian clams (*Corbicula fluminea*) are known to threaten the natural biodiversity of lakes by competing with native species for sustenance and space, cause biofouling to water treatments systems, alter water chemistry, and potentially reduce the quality of drinking water;

AND WHEREAS the spread of Asian clams will have significant environmental, social, and economic consequences for our waterways, wildlife and communities;


AND WHEREAS the Controlled Alien Species Regulation exists under the Wildlife Act to enforce controls for species that pose a risk to people, property, wildlife, and wildlife habitat:

THEREFORE BE IT RESOLVED that UBCM ask the Province of British Columbia to designate invasive Asian clams (*Corbicula fluminea*) as a Prohibited Aquatic Invasive Species under the Controlled Alien Species Regulation under the Wildlife Act.

Carried

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on January 27, 2021.

Dated this 11th day of February, 2021.



Jennifer Bruns
Corporate Officer

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Certified Resolution # 21-068

It was moved and seconded:

THAT Council submit the following resolution to the Southern Interior Local Government Association:

WHEREAS Canada is home to 20 percent of the world's fresh water, and the spread of aquatic invasive species (AIS) poses irreparable environmental, social and economic threats that will cost Canadian taxpayers billions of dollars in lost tourism and economic opportunities, and other unknown costs;

AND WHEREAS the spread of AIS is largely connected to human activity, including the unsafe transport of watercraft and floatplanes between bodies of water;

AND WHEREAS current government efforts through fines for failing to stop at a B.C. Watercraft Inspection Station, there is a lack of specific provincial or federal regulation and enforcement that is directed at watercraft owners who fail to prevent the spread of AIS by cleaning, draining, and drying their watercraft before transport;

THEREFORE, BE IT RESOLVED that the provincial and federal governments adopt increased and stricter enforcement measures for watercraft and floatplane owners including the introduction of a significant fine for watercraft and floatplane owners that fail to Clean, Drain and Dry their watercraft or floatplane before transporting it to another body of water and an increase in the fine issued to motorists who fail to stop at a Watercraft Inspection Station.

Carried

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on February 10, 2021.

Dated this 18th day of February, 2021.



Jennifer Bruns
Corporate Officer