

ENDERBY AND DISTRICT SERVICES COMMISSION

**Tundra Baird
Shawn Shishido**

**Allysa Hopkins
Todd Couch**

AGENDA

DATE: October 3, 2023
TIME: 9:00 AM
LOCATION: Council Chambers, Enderby City Hall – 619 Cliff Avenue

The public may attend this meeting in person or by means of electronic facilities.

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

The access codes for this meeting are:

*Meeting ID: 861 2396 8752
Passcode: 627809*

If you would like to attend this meeting by means of electronic facilities and 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/

1. LAND ACKNOWLEDGEMENT

We respectfully acknowledge that we are on the traditional and unceded territory of the Secwepemc.

2. APPROVAL OF AGENDA

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of February 7, 2023 Page 3

4. DELEGATIONS

4.1 Graeme Duncan and Amanda Harvey, Enderby Minor Fastball Association Page 7
5th Ball Diamond and Ball Diamond Lights

5. BYLAWS

5.1 Arena Fees – Dry Floor Rentals Page 8
Memo prepared by Chief Financial Officer dated July 31, 2023

6. NEW BUSINESS

- 6.1 Cemetery Land Use Plan Amendment for Cremation Expansion Page 13
Memo prepared by Chief Administrative Officer Dated May 23, 2023
- 6.2 Extension of Ice Season – Spring Break Page 17
Memo prepared by Chief Financial Officer dated July 24, 2023
- 6.3 Curling Rink Repair and Grant to Curling Club Page 19
Memo prepared by Chief Administrative Officer dated July 27, 2023
7. **CORRESPONDENCE AND INFORMATION ITEMS**
- 7.1 Yvonne Whyte: New Pool Construction Page 24
Correspondence dated May 18, 2023
8. **PUBLIC QUESTION PERIOD**
9. **CLOSED MEETING RESOLUTION**
Closed to the public, pursuant to Section 90 (1) (e) and (k) of the Community Charter
10. **ADJOURNMENT**

ENDERBY AND DISTRICT SERVICES COMMISSION

MINUTES of a regular meeting of the **ENDERBY AND DISTRICT SERVICES COMMISSION** held on February 7, 2023 at 1:30 p.m. in the Council Chambers of Enderby City Hall.

Members: Tundra Baird City of Enderby
Shawn Shishido City of Enderby
Allysa Hopkins Electoral Area F
Denis Delisle Electoral Area F

Staff: Tate Bengtson – Chief Administrative Officer, City of Enderby
Jennifer Bellamy – Chief Financial Officer, City of Enderby
Andraya Holmes – Clerk Secretary, City of Enderby
Sheryl Hay – Recreation Services

Other: Press and Public

APPROVAL OF AGENDA

Moved by Denis Delisle, seconded by Tundra Baird
“THAT the February 7, 2023 Enderby and District Services Commission agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Enderby & District Services Commission Regular Meeting Minutes of January 9, 2023

Moved by Shawn Shishido, seconded by Denis Delisle
“THAT the minutes of the regular meeting of January 9, 2023 be adopted as presented.”

CARRIED

BYLAWS

Cemetery Fees Bylaw

Moved by Denis Delisle, seconded by Shawn Shishido
“THAT the Commission recommends that Council enacts the attached bylaw cited as the “Enderby & District Cemetery Regulation Bylaw No. 1702, 2020 Amendment Bylaw No. 1733.”

CARRIED

Parks, Recreation and Culture Fees Bylaw

Moved by Tundra Baird, seconded by Denis Delisle
“THAT the Commission recommends that Council enacts the attached bylaw cited as “The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1762, 2023.”

CARRIED

NEW BUSINESS

2023 Budget – Animal Control

Moved by Denis Delisle, seconded by Tundra Baird

“THAT the Enderby and District Services Commission approves the Animal Control – 2023 Draft Budget.”

CARRIED

2023 Budget – Cemetery

Denis Delisle expressed that moving the difference between last year’s request for funds from the Mara Cemetery to this year’s reserves is a good idea.

Moved by Denis Delisle, seconded by Shawn Shishido

“THAT the Enderby and District Services Commission approves the Cemetery – 2023 Draft Budget.”

CARRIED

2023 Budget – Parks, Recreation & Culture

Moved by Denis Delisle, seconded by Tundra Baird

“THAT the Enderby and District Services Commission approves the Parks, Recreation & Culture – 2023 Draft Budget.”

CARRIED

DELEGATIONS

Dave Lancaster

Mr. Lancaster voiced concern over the aging facilities in Enderby. Explained that there is a changing demographic in Enderby as more families move to the area that has increased the demand for recreation facilities.

Would like to see lights installed on Diamond #4 at Riverside Park and for additional ball diamonds to be constructed. Suggested that just a backstop and dugouts could be constructed at Diamond #5 to make it a viable practice space, with the remainder of the field being built over time. Supported building a fenced dog park at Diamond #5. Explained that another ball diamond would bring in more revenue that would pay for the cost of construction.

Also suggested that the skate park should be demolished this year and the ground prepared, so that it is ready for pool installation. Added that issues with the fourth lane of ice at the curling club makes it unusable for curling, so it should be eliminated.

Tundra Baird asked what the cost estimate was for lights in 2017.

Mr. Lancaster responded that the cost in 2017 was between 164,000 and 169,000 dollars.

Tundra Baird asked if there would be liability associated with only partially building Diamond #5.

Chief Administrative Officer responded that there may be, but it depends on whether there is a risk of injury. When a person gets injured and files a claim for damages, they will typically use any argument available regardless of its accuracy. Noted that Diamond #5 will be a tight fit in

the space available and that there will need to be consideration for surrounding usage such as the Riverwalk and residences.

Also noted that a phased approach to building Diamond #5 will likely cost more. Explained that this kind of infrastructure is valuable, but that it never pays for itself through user fees.

Also explained that staff capacity for project management is a concern, and adding more projects without increasing capacity is problematic. Explained that the new pool project will take even more staff time as the project progresses.

Denis Delisle noted that there have been conversations about building a ball diamond in Grindrod that could help take some of the pressure off of the Enderby diamonds.

Allysa Hopkins explained that there was some public consultation in Grindrod that suggested that the residents do not want adults playing in Grindrod, but that some youth baseball could be moved there.

Councillor Shishido asked if the staff capacity for a ball diamond in Grindrod would come from RDNO Staff.

Denis Delisle confirmed this.

Sheryl Hay of Recreation Services reported that she is receiving usage requests for the upcoming baseball season. Explained that so far she has received requests for more than 20 youth teams and 24 adult teams. There is far more demand than supply. Sheryl explained that even if Diamond #4 was lit, Diamond #5 built, and a diamond built in Grindrod, there likely would still not be enough diamond space to meet the demand.

There has been immense growth in the community over the past 8 years and the pandemic has highlighted the importance of recreation not only for physical health, but also for the mental and social health of the community. Explained that the community will continue to grow and that recreation opportunities need to grow with it. Asked that solutions be found to these issues.

Tundra Baird asked about fundraising opportunities.

Sheryl Hay responded that there are opportunities for community events and partnerships with businesses.

Tundra Baird noted that the event coordinator could be used to reach out to businesses. Explained that businesses in town are eager to contribute to the community.

Allysa Hopkins asked for some more detail about the events coordinator.

Chief Administrative Officer explained that the event coordinator is a new position as of 2022 that is funded through Riverside RV Park revenue. The position has been a great success so far and there is opportunity for it to grow provided more hours can be funded.

Allysa Hopkins expressed that corporate sponsorships should be searched for and suggested that she would be interested helping secure those sponsorships.

PUBLIC QUESTION PERIOD

Brian Schreiner noted that the lights are very expensive, asked if they would be a worthwhile investment.

Sheryl Hay responded that the lights would extend play time later into the evening, making more time slots available to teams to relieve some of the pressure of the demand for diamond space.

ADJOURNMENT

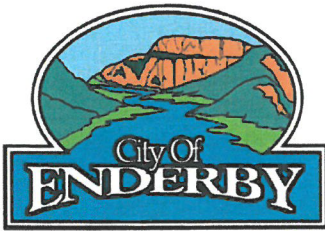
Moved by Tundra Baird, seconded by Denis Delisle

“THAT the February 7, 2023 regular meeting of the Enderby and District Services Commission be adjourned at 2:29 p.m.”

CARRIED

CHAIR

CORPORATE OFFICER



AGENDA
Commission

REQUEST TO APPEAR AS A DELEGATION

On 3 Oct 2023
Day Month Year

Date of Request MARCH 6, 2023

Name of Person Making Request GRAEME DUNCAN, + Amanda Harvey

Name and Title of Presenter(s) MR. GRAEME DUNCAN + Amanda Harvey
DIRECTOR OF COACHING, ENDERBY MINOR FOOTBALL ASSOC.

Contact Information [REDACTED]

Details of Presentation DISCUSSION REGARDING COMMUNITY PARK
TO ADD DIAMONDS TO AREA PARKS - THE NEGATIVE
IMPACT ON YOUTH IN OUR COMMUNITY NOT HAVING
ACCESS TO BALL DIAMONDS. Discuss adding lights

Desired Action from Council (check all that apply)

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

Riverside Park to improve quantity of available playing time per day.

Please describe desired action in detail TO COMMIT TO A SOLUTION
FOR OUR COMMUNITY. THE SAFETY AND MENTAL HEALTH
OF OUR YOUTH ARE BEING IMPACTED.

Please attach any supporting documentation or presentation materials related to your delegation request. Please provide to staff at least one day in advance a digital copy of any presentation materials that you wish to have projected onto the conference screen.

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA
Commission

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: July 31, 2023
Subject: Arena Fees – Dry Floor Rentals

Recommendation

THAT the Commission recommends that Council enacts the attached bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1775, 2023".

Background

Staff have reviewed the dry floor rates to ensure that the rates charged, are sufficient to cover the intended costs. Below are the proposed changes:

1. Rate Classes – The current rate structure does not differentiate between recreation and a private event. The existing hourly rates provide a subsidy to promote affordable youth and senior recreation. The adult rates are based on full operating cost recovery. The subsidy is consistent with how other recreation programs are structured. An hourly rate for private event rentals has been added based on full operating cost recovery.
2. Minimum Hourly Rentals – Rentals typically occur outside of regular staffing hours and a casual employee is scheduled to manage operating costs. The rates charged and the minimum hour requirement is needed to cover the full cost of the shift. Note that the arena is normally only rented by minor lacrosse. The group currently books the arena for three hours at a time, so this requirement will not affect their bookings; however, the City has received requests for private event bookings and expects requests of this nature to increase.
3. Ice Rentals – these have been updated to reflect the current rates based on the 2% increase per year. No changes have been made.

Also attached is a comparison of the rates in surrounding communities. Staff have looked at increasing the rates to match other communities to cover a portion of the fixed costs; however, the primary user of the dry floor is minor lacrosse and this would require the rental rates for the youth organization to double. Other facilities also have higher incremental costs to operate than the Enderby Arena (i.e. they have air conditioning and higher staffing costs). The proposed rates meet the objectives of promoting recreation for all ages while recovering the intended proportion of costs

Attached is a bylaw to amend the dry floor rental rates for the arena. Once the new bylaw has been supported by the Commission, it will be forwarded to Council for three readings and adoption in time for the next dry floor season.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

Enderby & District Services Commission
Arena Dry Floor Fees - Comparison

	Enderby	Enderby Proposed	Vernon	Armstrong	Lumby	Salmon Arm
Dry Floor						
Adult (per hour)	63.24	67.00	99.00	81.19	90.15 ¹	59.87
Youth (per hour)	28.56	33.50	64.35	64.15	45.15	52.99
Minor Sports (per hour)			49.50			
Senior (per hour)	31.62	49.00	99.00	81.19	90.15	
Private (per hour)		67.00				69.30
Non-Profit (per day)	636.48	670.00		648.37	415.30	Hourly
Commercial (per day)	1,272.96	1,340.00		1,308.68	Hourly	Hourly
Local	NA	NA	1,700.20	NA	NA	NA
Non-Resident	NA	NA	3,400.30	NA	NA	NA

Notes:

- ¹ Resident Rate provided. Lumby charges non-resident rates for adult rentals.

THE CORPORATON OF THE CITY OF ENDERBY BYLAW No. 1775

A bylaw to amend Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020

WHEREAS The Council of the Corporation of the City of Enderby has adopted "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020";

AND WHEREAS Council wishes to amend the fees;

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

1. This Bylaw may be cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020 Amendment Bylaw No. 1775, 2023".
2. Schedule "B" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1693, 2020" is deleted and Schedule "B" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this ___ day of _____, 2023.

READ a SECOND time this ___ day of _____, 2023.

READ a THIRD time this ___ day of _____, 2023.

ADOPTED this ___ day of _____, 2023.

Mayor

Corporate Officer

SCHEDULE "B" – ARENA FEES

	2023/24*
Ice (per hour unless otherwise indicated)	
Adult	
- Prime	164.40
- Non-prime	82.20
- Statutory Holiday	200.80
Youth and Preschool	
- Prime	90.50
- Non-prime	45.80
- Statutory Holiday	126.95
Family	
- Prime	97.80
- Non-prime	48.90
- Statutory Holiday	134.20
Senior	
- Prime	118.60
- Non-prime	59.30
- Statutory Holiday	155.00
Shinny Hockey – Drop-In	
- Youth or Parent & Tot	2.00
- Adult	5.00
SD #83	JOINT USE AGREEMENT
ALF Hockey Academy	JOINT USE AGREEMENT
Public Skate	FREE
Summer Ice	\$10,379** / week
Dry Floor (per hour unless otherwise indicated)	
	2024*
Organized Recreational Leagues***	
- Adult	67.00
- Senior	49.00
- Youth	33.50
Private Rentals***	67.00
Non-Profit (per day)	670.00
Commercial (per day)	1,340.00
SD #83	JOINT USE AGREEMENT

*All rental fees are to be increased by 2% at the beginning of each season. For clarity, this excludes drop-in rates and rentals under a joint use agreement. Rental times are subject to staffing availability.

** The Summer Ice fee is based on continuous usage to the regular season. For rentals that are not continuous with the regular season, additional costs for installing and removing the ice will be added to the fee. If the arena is to be open for more than eight hours a day, or open for non-consecutive periods in a day, renter will be responsible for additional costs incurred. Summer Ice rentals are subject to availability and staffing resources. Two weeks advance notice must be provided.

***Dry floor rentals are to be rented for a minimum of three hours.

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA
Commission

MEMO

To: Enderby & District Services Commission
From: Tate Bengtson, CAO
Date: May 23, 2023
Subject: Cemetery Land Use Plan Amendment for Cremation Expansion

RECOMMENDATION

THAT the Enderby & District Services Commission amends the Cliffside Cemetery Land Use Plan by:

- a) Expanding the existing columbaria section and eliminating the cremation garden proposed to be interspersed between the columbaria;
- b) Extending the Lower Cremation Garden section to the southwest corner of the cemetery and removing the existing utility shed; and
- c) Re-establishing a small shade gazebo in the new burial section and incorporating new columbaria into the Central Amenity Space.

BACKGROUND

In November 2018, a Cliffside Cemetery Land Use Plan was completed by Lees + Associates for the Enderby & District Services Commission (“the Plan”). The Plan outlined community needs and trends, current and potential products and services, made operational and regulatory bylaw recommendations, and provided a conceptual design and estimate for the development of the Cliffside Cemetery over the next 25 years.

When planning for a cemetery, how available land is used to meet community needs is a critical consideration. One such consideration involves forecasting for disposition preferences, particularly burial and cremation. Cliffside Cemetery is close to the Provincial average, with a cremation rate of 84.9% of all dispositions as of 2017, which works out to approximately 74 cremations per year. Cremation plots can take two forms: a “garden” that is flush with the ground and a columbarium where niches are stacked above ground. The Cliffside Cemetery has one columbarium and will obtain additional units as niches fill and new sections of the Cliffside Cemetery parcel are developed.

Given the community’s disposition preferences and the corresponding decrease in available cremation plots, staff are proposing to build out an increase in available “garden” cremation plots this year to accommodate short and medium-term demand.

For reference, attached to this memorandum is the Plan’s conceptual design for the Cliffside Cemetery. Staff have evaluated for the next phase of the Plan and are proposing to amend it.

The rationale for the proposed changes will be discussed in more detail later in this memorandum, but are summarized as follows (all numerals reference the attached concept design):

A. Expand Existing Columbaria Section

- Add more columbaria by eliminating the garden cremation lots proposed to be located between the columbaria (#6)

B. Extend Lower Cremation Garden and Remove Utility Shed

- Do not proceed with installing a single-sided columbarium in the southwest corner (#8)
- Extend the existing Lower Cremation Garden (#7) south, encompassing the southwest corner (#8)
- Extend the white vinyl fence south, to the southwest corner, parallel with the western edge of the Lower Cremation Garden
- Demolish and remove the utility shed that is located between #7 and #8
- Obtain a container and locate in the Public Works Yard, for storage of equipment and vaults related to the Cliffside Cemetery

C. Enhance Shade Amenities and Incorporate New Columbaria into Central Amenity Space

- Reinstate the small shade gazebo at #13
- Incorporate the columbaria currently allocated to #13 into the Central Amenity Space (#14)

The rationale for amendment group A (“Expand Existing Columbaria Section”) is to eliminate the operational concerns and address user considerations involved in maintaining a cremation garden between the paved pads of the columbaria in this section, while ensuring adequate widths for an accessible pathway between the units. By concentrating columbaria in this location, the density of niches can be increased, the siting and massing of columbaria will be more uniform, and new landscaping options can be introduced in the vicinity.

The rationale for amendment group B (“Extend Lower Cremation Garden and Remove Utility Shed”) is to extend the Lower Cremation Garden to the southwest edge of the property. By eliminating the utility shed (which is incongruent with the surrounding aesthetics) and relocating cemetery-related equipment and supplies off site, additional room for the Lower Cremation Garden is created that will result in no net loss of plots versus the single-sided columbarium option proposed in the Plan (single-sided columbaria have a higher cost per niche due to a lower economy of scale), while reducing capital costs and adding more cremation garden plots, which are more affordable. Staff have reviewed the utility shed removal with operations staff and, given the relatively infrequent use, relocating equipment and supplies off-site does not pose a significant concern and will not result in higher operating costs.

The rationale for amendment group C is to provide some shade amenities in the “new” burial area (in contrast with the “old” burial section, which is heavily treed). Several years ago, a small shade gazebo had to be removed from this area due to its deteriorating condition. The concept design proposes this site for columbaria in the future; however, if a small shade gazebo were re-established at this site, the future columbaria could be incorporated into the Central Amenity

Space area, which will maximize available space, concentrate the siting and massing of columbaria, and create new landscaping options.

In the 2023 budget, staff have included costs for items supporting the proposed amendments, including extending the vinyl fence and removing a few trees at end-of-life that are within the pathway of the fence extension, utility shed demolition and disposal, extending the Lower Cremation Garden, as well as obtaining a container for off-site storage. There should be no change to the 2023 cemetery budget should the proposed Plan amendments be implemented, with any inflationary overages funded through the Cliffside Cemetery's major maintenance budget line item. Moreover, the proposed Plan amendments will enhance the site layout, remedy various operational concerns, and save on long-term capital costs associated with implementing the Plan. Should the Commission approve the proposed amendments, staff will reach out to engage with one or more community groups to discuss a partnership for re-establishing a small shade gazebo.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

Concept B: Preferred Land Use Plan "Rustic/Naturalized"



- 1 Cemetery Entry:** new, weathering steel gate + restored brick pillars. Shrub clearing for visibility
- 2 Entry Drive:** wood screen fence panels + evergreen hedge
- 3 Arrival Area:** feature water pump for visitor use. New cemetery map and register
- 4 Park Area:** family columbaria within "park zone", and with cut stone benches
- 5 Memorial Wall:** new 1.5 m retaining wall with stone cladding and inset panel for sanablasted names; hedge planting on top
- 6 Upper Cremation Garden:** with in-ground cremation lots + linear columbaria walls
- 7 West Edge & Lower Cremation Garden:** fence on segmental concrete retaining wall. Improvements to cremation burial area including stone shard surfacing + scattered groundcover plantings
- 8 Single Sided Columbaria** and memorial wall with stone pavers and low, native groundcovers
- 9 Work Shed:** accessible from existing road, to be screened by vegetation

LEGEND

- Columbaria
- Entrance
- Water Line



Approx. area of 265 casket lots = 1192.5m²
Estimated interment lots: 920, at 5' x 10'

NOTE: Capacity figures provided are estimates of the maximum number of lots that could be created according to the current grave sizes, information provided by the City of Enderby.

Actual capacity could be less due to subsurface conditions (such as tree roots; soil conditions; and undocumented infrastructure and interments), or other issues not currently known and accounted for. Further research and site work is required to proof and refine these estimates

- 10 Street Trees and Irrigation:** cemetery drives "street tree" plantings
- 11 South Edge:** vegetation on southern edge to be thinned and maintained
- 12 Northeast edge:** potential new (open) perimeter fencing
- 13 Columbaria:** native shrub planting and columbaria space on former gazebo site
- 14 Central Amenity Space:** monumental rock feature, constructed from local stone slabs + boulders. Native evergreens, slab stone seating around scattering garden
- 15 New Development area Amenity Space:** scattered columbaria units in wooded setting in "tear drop" road loop. Footpath with perimeter in-ground cremation lots
- 16 New Development area Casket Burial**
- 17 Green Burial Section**
- 18 Nature Walk:** pathway established through existing woodland area. Scattering opportunity within
- 19 Old Section Interpretive Signage:** natural and culture interpretive signage in old section
- 20 Roadways:** remove curbs and road resurfacing, excluding old section roads

THE CORPORATION OF THE CITY OF ENDERBY

MEMO



To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: July 24, 2023
Subject: Extension of Ice Season – Spring Break

Recommendation

THAT the Enderby & District Services Commission approves extending the 2023/24 ice season by two weeks into the first week of spring break.

OR

THAT the Enderby & District Services Commission does not approve extending the 2023/24 ice season by two weeks into the first week of spring break.

Background

Recreation Services has received requests in the past to extend the ice season into the first week of spring break. In addition to this, Recreation Services has recently been approached by a minor hockey group regarding the possibility of hosting a provincial tournament. This tournament would be for four full days from March 21, 2024 to March 24, 2024. At this point, this is just an inquiry and not a guarantee as the group is scoping out venues for the event.

The ice season typically ends on the second Sunday in March. For the 2023/24 ice season, the last day for rentals would be Sunday March 10, 2024. The first week of spring break is the week of March 18th, which would require the ice to be in for an additional two weeks until March 24th, to accommodate the requests.

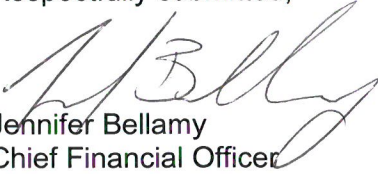
Recreation Services is confident they can fill most of the time slots during these two weeks, but they need to know soon to start discussions with the user groups, as bookings for the season have already began. Based on the March 2023 schedule, user fee revenue is estimated at \$7,000, which would cover the incremental costs for extending the season. It is possible that the extended season could generate enough fees to fund some of the fixed costs of the facility, as this revenue estimate is based on the regular league play extending their seasons, and any other rentals booked at the youth rate rather than the adult rate.

In addition to the incremental labour and utility costs, the user fee estimate covers reduced fees from minor lacrosse, as extending the ice season may displace the group by a week. It takes a total of two weeks to remove the ice and have the floor dry ready for safe use. Minor lacrosse

typically begins the first week of April and this may need to be postponed to the second week of April. The extended ice season would not affect the start of the season for the ball groups.

There is a risk that, if winter ends early and spring is dry, additional casual labour will need to be brought in to assist with ball diamond preparation, or otherwise delay opening the diamonds until the Parks Department can complete the ice removal and prepare the diamonds for spring use. Ball typically starts when the diamonds are dry, whereas the delay in removing ice may delay the start of ball season; although, the risk of this as a regular occurrence is low.

Respectfully submitted,



Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA
Commission

MEMO

To: Enderby & District Services Commission
From: Tate Bengtson, CAO
Date: July 27, 2023
Subject: Curling Rink Repair and Grant to Curling Club

RECOMMENDATION

THAT the Enderby & District Services Commission supports Option 4 [Remove and relocate the walkway adjacent to Sheet A to Sheet D, on top of the problematic brine line, and shift the sheet dividers accordingly to maintain four regulation-sized sheets] as a resolution to the temperature differential affecting Sheet D of the Curling Rink;

AND THAT the Enderby & District Services Commission provides a grant to the Enderby & District Curling Club to implement Option 4, with the value to be based on actual costs for materials, garbage disposal, volunteer labour support, and miscellaneous items as described in the attached "Proposed Plan to Change Walkways on the West & East Side of the Enderby CC ["Curling Club"] Curling Surface" dated June 6, 2023, not to exceed \$5,000;

AND THAT the grant be issued conditional upon the Enderby & District Curling Club performing spot inspections under the existing walkway and confirming, with reasonable certainty, that no hidden conditions exist, before committing to construction in accordance with Option 4;

AND THAT the grant be made conditional upon the Enderby & District Curling Club entering into a signed prime contractor agreement with the City of Enderby for overall health and safety of the work site;

AND FURTHER THAT the Commission funds the grant to the Enderby & District Curling Club through prior-years' surplus.

BACKGROUND

The Enderby Curling Rink is part of a larger ice arena complex that includes a hockey/skating rink. The rinks are serviced by a common refrigeration plant that uses ammonia to chill a calcium chloride brine that is circulated through small lines under concrete slabs upon which ice is formed. Prior to the 2022 season, a significant brine leak was discovered on the curling side; the brine lines were pressure tested and the leaking line was fixed by pulling a repair liner through it. Unfortunately, the leaking line was located in an area that is closest to the interior wall of the facility, at the edge of the ice surface, where there was already a temperature differential; the repair liner increased the effective thickness of the brine line, and thus its resistance to cold transfer, which amplified the temperature differential. This differential has

resulted in non-uniform ice quality on Sheet D of the curling rink, which poses quality of play challenges and user risks.

The Enderby & District Curling Club has an occupancy agreement for the use of the curling rink. One of the obligations of the City (through the Commission) is to operate and maintain the common refrigeration system.

City staff met with the Curling Club to discuss potential solutions. These solutions included:

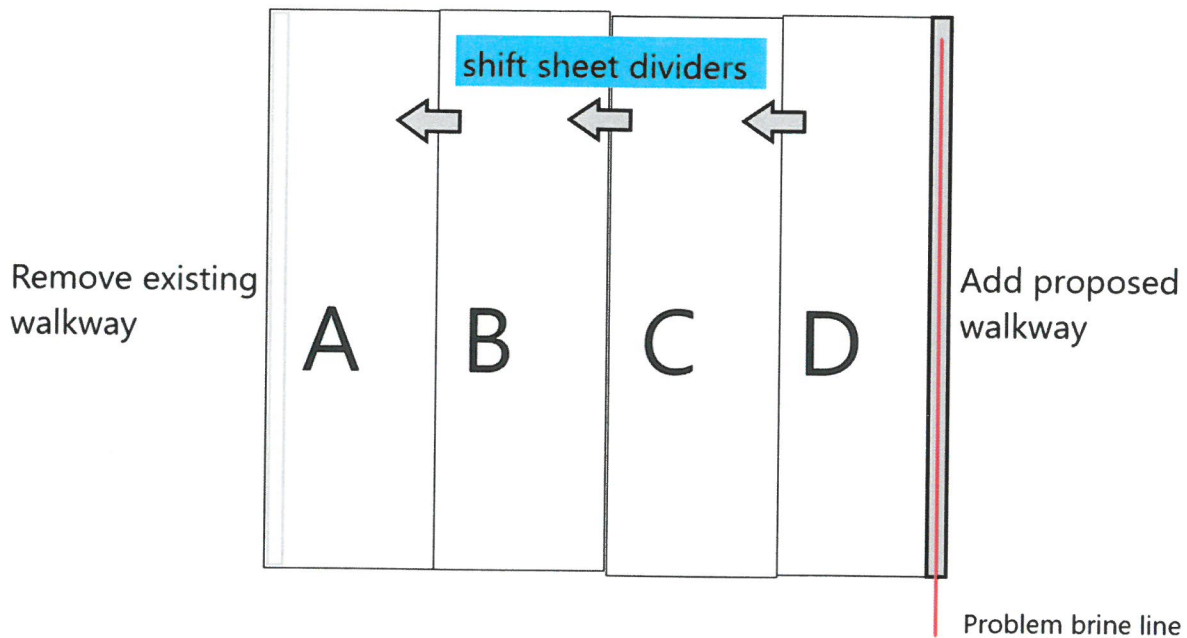
1. Decommissioning Sheet D.
2. Inserting repair liners on all of the brine lines to reduce the temperature differential.
3. Remove and replace the failed brine line.
4. Remove and relocate the walkway adjacent to Sheet A to Sheet D, on top of the problematic brine line, and shift the sheet dividers accordingly to maintain four regulation-sized sheets.

Each solution was evaluated as follows:

1. Decommissioning Sheet D would require the sheet to be covered or otherwise blocked off for safety reasons. This would reduce the Curling Club's ability to host events and tournaments.
2. Inserting repair liners on all of the brine lines would be extremely expensive and necessitate running the refrigeration plant at a more intense level, which reduces its operating life and increases energy costs.
3. Removing and replacing the failed brine line would involve cutting out a section of the concrete cooling slab along the entire length of the leaking brine line. This option would cost more than option 1 but less than option 2; the precise value could not be determined until the brine line leak was pinpointed, as the line would need to be inspected for similar failures to determine the extent of the replacement.
4. Remove and relocate the walkway adjacent to Sheet A, to Sheet D, on top of the problematic brine line, and shift the sheet dividers accordingly to maintain four regulation-sized sheets. This option would cost about the same, or slightly more, than option 1, but would cost less than options 2 and 3. There would be no change to the operating costs for the facility.

Option 4 is preferred by the Curling Club, who are offering to perform the work using volunteer labour, provided the project costs are covered by the Commission. The cost estimate provided by the Curling Club is \$5,000 (see attached).

Option 4 is expressed in the below diagram:



Staff have reviewed option 4 in terms of its facility and user group impacts, as well as cost, and recommend that the Commission supports the Curling Club's proposal by providing a grant for up to \$5,000.

As it is the Curling Club performing the work in what is a multi-employer workplace, staff recommend that issuance of the grant be conditional upon the Curling Club confirming in writing that they accept prime contractor responsibilities pursuant to WorksafeBC regulations. Furthermore, staff recommend that the grant be made subject to the Curling Club first performing spot inspections under the existing walkway, before committing to the project, and only proceed with construction upon obtaining reasonable verification that no hidden conditions exist.

Funds for this grant are proposed to be drawn from prior-years' surplus.

Respectfully submitted,

Tate Bengtson
Chief Administrative Officer

Proposed Plan to Change Walkways on the West & East Side of the Enderby CC Curling Surface

Date: June 6, 2023

The Problem – The curling club has two problems that need to be dealt with before the start of the 2023/24 Curling Season

- During the 2021/22 curling season the club experienced a brine leak near the West edge of Curling Sheet D. The club managed to get through the season and during the summer the leaking Brine line was “fixed” by inserting a smaller brine line into the larger, leaking, brine line. That fixed the brine leak but resulted in the area, where the repaired line is, not freezing to the same temperature as the surrounding ice. It made for slick, inconsistent, curling conditions in the area about 2 to 3 feet from the edge of the sheet.
- The existing walkway on the east edge of the curling Surface has soft spots from rotting wood. After the season ended in March 2023 we investigated further with the idea that we would need to replace some of the wood walkway structure. It was quickly determined that the entire walkway needed to be replaced before the start of the next season.

The Proposed Solution – We discussed various options to fix the problem of the inconsistent ice on Sheet D. All of the original options seemed very expensive. Even the idea of closing down Sheet D is an expensive solution, since it would require work to keep the water from flooding the area of sheet D. Wayne Buholzer (Enderby's Ice Technician) came up with an idea that we believe will solve both problems, and be quite affordable.

1. The brine pipes run slightly underneath the existing walkway on the east side of the ice surface. We can make the east walkway 4 to 5 inches narrower, and thus move the curling sheet over a few inches to the east.
2. The current sheets of ice are about 4 inches wider than is required for regulation ice surface. The idea is to make all ice surfaces as narrow as possible (14'2") by shifting them all slightly to the east and building a walkway along the west edge of Sheet D.
3. This will result in the area with the “slick inconsistent curling conditions” being on the edge of Sheet D, which is an area that doesn't really get played on.

We feel this is the least expensive and best solution to solve both problems listed above.

The Enderby Curling Club proposes to do the removal and repair of the walkways in the month of September, after the Lions club have vacated the building, and before the new season starts. The club feels that they can get enough volunteers to complete the job in less than 5 days.

The cost estimate for this job is as follows:

Supplies

1. 58 pieces of pressure treated 2" x 6" x 16 Ft
2. 15 Sheets of 3/4 Plywood
3. 250 Feet of Rubber Runner
4. 2.5 lbs of 1.5" deck screws
5. 1 lb of 3" deck screws
6. 1 box of 3" collated nails
7. 6 tubes of Silicone sealant

The total estimated cost for supplies is shown on the attached quote from Central Hardware as \$3,237.39 plus PST and GST for a total of \$3,625.88.

Garbage bin rental and garbage disposal costs

The quoted cost for Bin Rental is

- \$195 for Drop off
- \$255 for Pick up
- \$14 per day for bin rental - we shouldn't need more than 3 or 4 days
- Disposal fees could be as low as \$46 per metric tonne if classified as wood, or \$276 per metric tonne if the carpet content causes it to be classified as waste

Based on these numbers I suggest the club budget about \$800 for debris removal.

Labour Costs (Volunteers) – there will be some extensive volunteer work required to complete the project. I suggest the club budget a few hundred dollars to supply food and Beverages for the volunteers. (\$300)

Miscellaneous costs – As with any project there are unforeseen expenses that should be budgeted for. I suggest allowing for \$300 in miscellaneous costs

Total Estimated Cost – The total for the project is estimated to be between \$4,500 and \$5,000

Notes Regarding Cost Estimates

Lumber costs are very reasonable now (after seeing a spike in lumber costs a couple of years ago). With the reduced demand and lower prices for wood, there are several mills shutting down. With construction projects increasing, and Forrest fire activity increasing, it's very likely that supply pressures may cause price increases over the next few months. The club should budget for lumber prices to be higher, or commit to these quoted prices and discuss with Central Hardware the idea of paying a deposit to hold the wood until it's needed in September.

Yvonne Whyte



May 18, 2023

City of Enderby

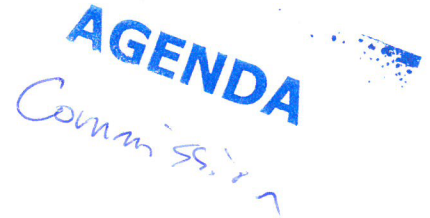
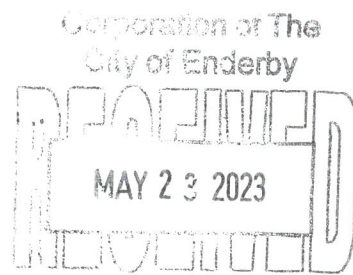
619 Cliff Avenue P.O. Box 400

Enderby, BC V0E 1V0

To the Mayor and Council:

It is my understanding that the new pool construction has been halted due to lack of funds to complete the project. As a user of the pool, I am strong supporter of a new facility. I understand, as Mayor and Council, that you may be reluctant to borrow the necessary funds or reallocate funds from your present budget. However, construction costs in the future are not going to be decrease, but increase. If you are waiting for inflation to go down, that is not likely to happen either. The time to build is now before the costs increase to such an extent that the whole project is in jeopardy. The present pool has served the community well for 70 years. If the next pool is constructed properly, that is with quality construction instead of settling on the cheapest tender, then the community has an investment for another 7 decades. If you divide the cost over 70 years, it is a bargain for all its benefits to the community.

Some citizens feel that they don't use the pool and wonder why they should support the construction. I have paid school taxes for at least fifty years and I have not had any children to attend any of the schools my taxes supported. I consider it an investment in the future to have the best schools possible. I feel the same way about the pool. Part of a child's education should be learning to swim, especially in BC, where we are surrounded by lakes and rivers. The community should invest in the physical education of young people with appropriate recreational opportunities. These experiences become part of a healthy life style, which we hope will continue throughout their lifetime. Your community is blessed with top notch



recreational services. While living in Enderby, I participated in activities 5 days a week. Having moved to Vernon I still have attended programs one or two times a week here in Enderby and it is not because I enjoy driving up and down the highway. Finally, when people are looking for a community to live in, they explore many factors and one of them is the recreational opportunities offered to themselves and their children. As a council if you are interested in attracting professionals to the community, I would suggest that a facility, as the one proposed to replace the old pool, would be major attraction. Situated on the highway it would signal a prosperous community one that is interested in investing in the future. Please keep in mind that this is a long term investment, when making your decisions.

Sincerely,

Yvonne Ruth Whyte

